



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
NOVEMBER 13, 2018
AGENDA**

Time: 7:00 P.M.
Place: Council Chambers
Town of Claresholm Administration Office
221 – 45 Avenue West

NOTICE OF RECORDING

CALL TO ORDER

AGENDA: ADOPTION OF AGENDA

MINUTES:

1. ORGANIZATIONAL MEETING – OCTOBER 22, 2018

2. REGULAR MEETING – OCTOBER 22, 2018

DELEGATION: CLARESHOLM RCMP DETACHMENT: Sergeant Greg Stannard

ACTION ITEMS

1. BYLAW #1652 – Land Use Bylaw Amendment
RE: 1st Reading

2. CORRES: Hon. Shave Anderson, Minister of Municipal Affairs
RE: Municipal Sustainability Initiative (MSI) Capital

3. CORRES: Community Energy Association
RE: Site Selection for Electric Vehicle Infrastructure Deployment in Southern Alberta

4. CORRES: Alberta Municipal Affairs
RE: Bill 23, Renewing Local Democracy in Alberta

5. CORRES: AUMA Response to Bill 23: An Act to Renew Local Democracy in Alberta

6. CORRES: Tanya Thorn, Director – Towns South, AUMA
RE: AUMA Update

7. CORRES: Highway 3 Twinning Development Association
RE: Request for Membership in 2019

8. CORRES: Fort Macleod Santa Claus Parade
RE: 37th Annual Santa Claus Parade Invitation

9. CORRES: Claresholm Public Library Board
RE: Payment of Legal Fees

10. REQUEST FOR DECISION: Adhoc Committee for Amundsen Park Redesign

11. REQUEST FOR DECISION: CPR Lands Lease Inquiry

12. REQUEST FOR DECISION: Joint Worksite Health & Safety Committee

13. FINANCIAL REPORT: Statement of Operations – October 31, 2018

14. INFORMATION BRIEF: Campground Attendant

15. INFORMATION BRIEF: Strategic Plan Report to Council

16. INFORMATION BRIEF: Council Resolution Status

17. ADOPTION OF INFORMATION ITEMS

18. IN CAMERA:

- a. Intergovernmental Relations – FOIP Section 21
- b. Confidential Evaluations – FOIP Section 19.1

INFORMATION ITEMS:

1. Municipal Planning Commission Minutes – October 12, 2018
2. Bells of Peace – November 11, 2018
3. Claresholm & District Transportation Society Meeting Minutes – September 14, 2018
4. Claresholm & District Chamber of Commerce Executive Meeting Minutes – September 12, 2018
5. Claresholm & District Chamber of Commerce Executive Meeting Minutes – October 11, 2018
6. Claresholm & District Chamber of Commerce General Meeting Minutes – September 19, 2018
7. Alberta SouthWest Regional Alliance Meeting Minutes – October 10, 2018
8. Alberta SouthWest Bulletin – November 2018

ADJOURNMENT



TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
ORGANIZATIONAL MEETING MINUTES
OCTOBER 22, 2018

Place: Council Chambers
Town of Claresholm Administration Office
221 – 45 Avenue West

COUNCIL PRESENT: Mayor Doug MacPherson; Councillors: Kieth Carlson, Mike Cutler, Gaven Moore, Brad Schlossberger, Lise Schulze and Craig Zimmer

ABSENT: None

STAFF PRESENT: Chief Administrative Officer: Marian Carlson, Finance Assistant: Karine Wilhauk

MEDIA PRESENT: Rob Vogt, Claresholm Local Press

NOTICE OF RECORDING: Mayor MacPherson provided notice that live streaming and recording of the Organizational Meeting would begin immediately at 7:00 p.m. and that recording would continue until such time as the meeting goes In Camera and/or is adjourned.

CALL TO ORDER: The meeting was called to order at 7:00 p.m. by Mayor Doug MacPherson.

1. ADOPTION OF AGENDA

Moved by Councillor Schlossberger that the Agenda of the Organizational Meeting of October 22, 2018 be accepted as presented.

CARRIED

2. OFFICIAL OATH

The Official Oath of Office was administered to Councillor Mike Cutler by Karen M. Linderman, Barrister and Solicitor.

3. CODE OF CONDUCT OATH

Councillor Cutler signed the Code of Conduct Oath as prescribed by Bylaw #1641, the Council Code of Conduct Bylaw, which passed 3rd and Final Reading at the April 9, 2018 regular Council meeting.

4. RETURNING OFFICER'S REPORT

Moved by Councillor Schulze that the Returning Officer's Report for the 2018 By-Election be accepted as presented.

CARRIED

5. PROPOSED COMMITTEE ORGANIZATION & STRUCTURE

Moved by Councillor Cutler that the proposed Committee Organization and Structure be accepted as amended.

CARRIED

6. MEETING DATES – REGULAR

Moved by Councillor Moore to accept the regular meeting dates for 2018 as presented.

CARRIED

7. APPOINTMENT OF DEPUTY MAYOR

Moved by Councillor Carlson that the Deputy Mayor appointments be accepted as presented.

CARRIED

8. ADJOURNMENT

Moved by Councillor Carlson that this meeting adjourn at 7:07 p.m.

CARRIED

Mayor – Doug MacPherson

Chief Administrative Officer – Marian Carlson



Claresholm

TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
OCTOBER 22, 2018

Place: Council Chambers
Town of Claresholm Administration Office
221 – 45 Avenue West

COUNCIL PRESENT: Mayor Doug MacPherson; Councillors: Kieth Carlson, Mike Cutler, Gaven Moore, Brad Schlossberger, Lise Schulze and Craig Zimmer

ABSENT: None

STAFF PRESENT: Chief Administrative Officer: Marian Carlson, Finance Assistant: Karine Wilhauk

MEDIA PRESENT: Rob Vogt, Claresholm Local Press

NOTICE OF RECORDING: Mayor MacPherson provided notice that live streaming and recording of the Council meeting would begin immediately at 7:07 p.m. and that recording would continue until such time as the meeting goes In Camera and/or is adjourned.

CALL TO ORDER: The meeting was called to order at 7:07 p.m. by Mayor Doug MacPherson

AGENDA: Moved by Councillor Schulze that the Agenda be accepted as presented.

CARRIED

MINUTES: **REGULAR MEETING – OCTOBER 9, 2018**

Moved by Councillor Zimmer that the Regular Meeting Minutes of October 9, 2018 be accepted as presented.

CARRIED

ACTION ITEMS:

1. BYLAW #1654 – Cannabis Consumption
RE: 2nd & 3rd Readings

Moved by Councillor Cutler to give Bylaw #1654, the Cannabis Consumption Bylaw, 2nd Reading.

CARRIED

Moved by Councillor Schlossberger to give Bylaw #1654, the Cannabis Consumption Bylaw, 3rd & Final Reading.

CARRIED

2. BYLAW #1655 – Smoking
RE: 2nd & 3rd Readings

Moved by Councillor Zimmer to give Bylaw #1655, the Smoking Bylaw, 2nd Reading.

CARRIED

Moved by Councillor Schulze to give Bylaw #1655, the Smoking Bylaw, 3rd & Final Reading.

CARRIED

3. BYLAW #1656 – Community Standards
RE: 2nd & 3rd Readings

Moved by Councillor Moore to give Bylaw #1656, the Community Standards Bylaw, 2nd Reading.

CARRIED

Moved by Councillor Carlson to give Bylaw #1656, the Community Standards Bylaw, 3rd & Final Reading.

CARRIED

4. DELEGATION RESPONSE: Claresholm Skatepark Association

MOTION #18-166 Moved by Councillor Carlson to grant the Claresholm Skatepark Association \$1,000 towards creating a design concept plan for a new skatepark.

CARRIED

5. CORRES: Rowan House Society
RE: Family Violence Prevention Month

Received for information.

6. CORRES: Oldman Watershed Council
RE: Request for Support

MOTION #18-167 Moved by Councillor Zimmer to support the Oldman Watershed Council with a donation of \$1,701 to continue their efforts towards watershed health in our region.

CARRIED

7. **CORRES: Willow Creek Continuing Care Centre**
RE: 30 Year Anniversary November 24, 2018

Received for information.

8. **CORRES: Claresholm & District Health Foundation**
RE: 12th Annual Gala November 24, 2018

MOTION #18-168 Moved by Councillor Schulze to support the Claresholm & District Health Foundation's 12th Annual Gala to be held November 24, 2018 in the amount of \$500.

CARRIED

9. **REQUEST FOR DECISION: Tender Award – Golf Course / Frog Creek Drain Upgrade**

MOTION #18-169 Moved by Councillor Schlossberger to accept the tender from Bos Scapes Inc. in the amount of \$401,611.98 plus GST for the Golf Course Frog Creek Drain Upgrades project.

CARRIED

10. **REQUEST FOR DECISION: Community Advertising Program Policy**

MOTION #18-170 Moved by Councillor Schulze to adopt Policy #CEDC 10-18, the Community Advertising Program Policy, effective October 22, 2018.

CARRIED

11. **INFORMATION BRIEF: Handicapped Accessibility at Claresholm Arena**

Received for information.

12. **INFORMATION BRIEF: Planning for Growth Project**

Received for information.

13. **INFORMATION BRIEF: CAO Report**

Received for information.

14. **INFORMATION BRIEF: Council Resolution Status**

Received for information.

15. **ADOPTION OF INFORMATION ITEMS**

Moved by Councillor Moore to accept the information items as presented.

CARRIED

16. **IN CAMERA:**
a. **LAND – FOIP Section 16.1**
b. **LAND – FOIP Section 19.1**
c. **LEGAL – FOIP Section 27**
d. **LEGAL – FOIP Section 27**

Moved by Councillor Cutler to go In Camera at 7:37 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor MacPherson stated that the live stream has ended at 7:37 p.m.

Walid Bakhit and Samer Kfouf were present to speak to Council regarding a legal matter. Excused at 7:58 p.m.

Moved by Councillor Zimmer to come out of In Camera at 8:49 p.m.

CARRIED

NOTICE OF RECORDING: Mayor MacPherson provided notice that live streaming and recording of the Council meeting would begin again at 8:49 p.m.

ADJOURNMENT: Moved by Councillor Carlson that the meeting adjourn at 8:49 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor MacPherson noted that recording ceased at 8:49 p.m.

Mayor – Doug MacPherson

Chief Administrative Officer – Marian Carlson

ACTION ITEMS



REQUEST FOR DECISION

Meeting: November 13, 2018
Agenda Item: 1

Claresholm

BYLAW No. 1652 – MUNICIPAL GOVERNMENT ACT CHANGES

DESCRIPTION / BACKGROUND:

The purpose of the attached Bylaw No. 1652 amending the Land Use Bylaw No. 1525 is to bring the land use bylaw into compliance with the provincial changes to the Municipal Government Act among other corrections and changes as identified in the attached "Schedule A" with the additions shown in red and the deletions shown in strikethrough version attached.

These updates are in reference to the Municipal Government Act changing the deadlines for appeals and changing the deadlines for applications to be deemed complete. Appeals can now be received for 21 days vs the previous 14 after notification. The Development Department will now have 20 days to deem an application complete (or notify the applicant). There are amendments to the subdivision application section as well. ORRSC manages all subdivision applications on behalf of the Town. There are also amendments to adding electronic notification and changing uses from discretionary to permitted (security fencing in Industrial zones – adding clarity, solar moved to permitted use for wall or roof mounted, shipping containers added to districts forgotten in last amendment). The attached strikethrough version has additional adjustments to formatting, page numbering and section numbering throughout the document. These amendments help to streamline the development processes and add clarity for applicants which continues to be a priority with the Council strategic plan. It also is in keeping with other municipalities for permitted/discretionary uses.

In accordance with the Municipal Government Act (MGA) Section 692, the land use bylaw amendment requires a public hearing and advertisement prior to giving second reading and notice given in accordance with MGA Section 606.

The amendment was presented to the Municipal Planning Commission on October 12, 2018.

RECOMMENDED ACTION:

Moved by Councillor _____ to give Bylaw No. 1652, a bylaw to amend Land Use Bylaw No.1525 first reading.

ATTACHMENTS:

- 1.) Draft Bylaw No. 1652
- 2.) LUB No. 1525 (strikethrough version)

APPLICABLE LEGISLATION:

- 1.) LUB No.1525
- 2.) Municipal Government Act, RSA 2000, Chapter M-26, Section 606 – Requirements for Advertising.
- 3.) Municipal Government Act, RSA 2000, Chapter M-26, Section 230 – Public Hearings.

PREPARED BY: Tara VanDellen, Development Officer

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: November 5, 2018



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW # 1652**

A Bylaw of the Town of Claresholm to amend Bylaw #1525 being a bylaw setting out land uses for the Town of Claresholm.

WHEREAS pursuant to the provisions of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, as amended, Council of the Town of Claresholm (hereafter called Council) has adopted Land Use Bylaw #1525; and

WHEREAS it is deemed expedient and proper pursuant to the provisions of the *Municipal Government Act* that the Council of the Town of Claresholm shall issue a Bylaw to amend its existing Land Use Bylaw.

AND WHEREAS THE PURPOSE of amending Bylaw No. 1652 is to bring the land use bylaw into compliance with the provincial changes to the *Municipal Government Act* among other corrections and changes as identified in the attached “Schedule A” with the additions shown in red and the deletions shown in strikethrough.

NOW THEREFORE under the authority and subject to the provisions of the *Municipal Government Act*, Council duly assembled does hereby enact the following:

1. Amendments to Land Use Bylaw # 1525 as per “Schedule A” attached.
2. This Bylaw shall take effect on the date of final passage.
3. That Bylaw #1652 be consolidated with Bylaw #1525 and the amendment is authorized to include adjustments to formatting, page numbering and section numbering throughout the document.
4. Bylaw #1525 is hereby amended.

Read a first time in Council this day of 2018 A.D.

Read a second time in Council this day of 2018 A.D.

Read a third time in Council and finally passed in Council this day of 2018 A.D.

Doug MacPherson, Mayor

Marian Carlson, Chief Administrative Officer

“Schedule A”

1. Revise the Rules of Interpretation subsection 4 as follows:

4. All references to engineering requirements shall be prepared by an engineer registered with the *Association of Professional Engineers and Geologists, and Geophysicists Geoscientists of Alberta* (APEGGA).

2. Revise the Definitions subsection 6 as follows:

Similar use means a use which is not specifically considered in a land use district but, in the opinion of the Municipal Planning Commission, is similar in character and purpose to another use that is permitted or discretionary in the land use district. See Section 11 28.

3. Revise Administration subsection 8 as follows:

MUNICIPAL PLANNING COMMISSION

8. The Municipal Planning Commission may exercise only such powers and perform duties as are specified:
 - (a) in the Act; or
 - (b) in the Town of Claresholm **Subdivision and** Development Authority Bylaw;
 - (c) in this bylaw; or
 - (d) by resolution of Council.

4. Replace all ‘MGA’ acronyms with ‘Act’.

5. Replace all references to ‘Industry Canada’ with ‘Innovation, Science and Economic Development (ISED) Canada’.

6. Add the following subsections to Administration:

SUBDIVISION AUTHORITY

13. The Subdivision Authority is authorized to make decisions on applications for subdivisions and may exercise only such powers and duties as are specified:
 - (a) in the Subdivision and Development Authority Bylaw;
 - (b) in this bylaw; or
 - (c) by resolution of Council.
14. The Subdivision Authority may delegate, through any of the methods described in subsection 13 above, to any individual, municipal staff, or a regional services commission, any of its required functions or duties in the processing of subdivision applications. In respect of this:
 - (a) The delegation of duties by the Subdivision Authority may include the authorized entity being responsible for determining the completeness of a submitted subdivision application.
 - (b) The Subdivision Authority delegate is authorized to carrying out the application process with subdivision applicants as described in the Subdivision Application section of the bylaw, including the task of sending all required notifications to applicants as stipulated.

7. Revise Development Permit Applications subsection 2.(a) as follows:

2. An application for a development permit must be made to the Development Officer by submitting:
 - (a) a completed development permit application, signed by the registered owner(s) or authorized by the owner pursuant to section 3 **below**;

8. Delete Development Permit Applications subsection 5 as follows:

INCOMPLETE APPLICATIONS

- ~~5. The Development Officer may refuse to accept a development permit application where the information required by Section 2 or 3 (Development Permit Application) is incomplete or where, in their opinion, the quality of the material supplied is inadequate to properly evaluate the application.~~

9. Insert Development Permit Applications subsections 5 through 13 as follows:

DETERMINATION OF COMPLETE DEVELOPMENT PERMIT APPLICATION

5. A development officer shall, within 20 days after the receipt of an application in accordance with subsection 2 for a development permit, determine whether the application is complete.
6. An application is complete if, in the opinion of the development officer, the application contains the documents and other information necessary to review the application.
7. The time period referred to in subsection 5 may be extended by an agreement in writing between the applicant and the development officer.
8. If the development officer does not make a determination referred to in subsection 5 within the time required under subsection 5 or 7, the application is deemed to be complete.
9. If a development officer determines that the application is complete, the development officer shall issue to the applicant a written Notice of Completeness acknowledging that the application is complete, delivered by hand, mail or electronic means.
10. If the development officer determines that the application is incomplete, the development officer shall issue to the applicant a written notice indicating that the application is incomplete and specifying the outstanding documents and information to be provided, including but not limited to those required by subsection 2. A submittal deadline for the outstanding documents and information shall be set out in the notice. A later date may be agreed on between the applicant and the development officer in writing to extend the deadline.
11. When the development officer determines that the information and documents required to be submitted under subsection 10 are complete, the development officer shall issue to the applicant a written Notice of Completeness acknowledging that the application is complete, delivered by hand, mail or electronic means.
12. If the required documents and information under subsection 10 have not been submitted to the Development Officer within the timeframe prescribed in the notice issued under subsection 10, the Development Officer shall return the application to the applicant accompanied by a written Notice of Refusal stating the application is deemed refused and the reasons for refusal.
13. Despite issuance of a Notice of Completeness under subsection 9 or 11, the development authority in the course of reviewing the application may request additional information or documentation from the applicant that the development authority considers necessary to review the application.

10. Revise Development Permit Applications subsection 21, 24 and 25 (under Notification) as follows:

21. (e) post a notice on the municipal website and official social media as authorized through a advertising bylaw approved by Council in accordance with section 606.1 of the Act at least ten (10) days before the meeting of the Municipal Planning Commission or the decision of the development officer; or
(f) any combination of (a), (b), (c), (d) and (e).
24. Upon the decision on a development application for a permitted use that complies with the Land Use Bylaw, the Development Officer shall:
 - (a) mail (postal service or electronic mail) or hand deliver a written notice of decision to the applicant; and
 - (b) post a copy of the decision in a prominent place in the Town Office for at least 44 21 days;
or
 - (c) publish a notice of the decision on the municipal website, in a newspaper or the municipal newsletter circulated within the municipality.
25. ~~Upon the issuance of a development permit for a discretionary use, the Development Officer shall immediately notify by mail or by posting conspicuously on the property, or by publishing in a newspaper circulating in the municipality, or by hand delivering notices, or any combination of these:~~
 - ~~(a) those persons notified under sections 21 to 23; and~~
 - ~~(b) any other person likely to be affected by the development.~~

Upon the decision on all other development permit applications, the Development Officer shall:

- (a) mail (postal service or electronic mail) or hand deliver a written notice of decision to the applicant; and
- (b) mail a copy of the decision to those originally notified of the development permit application, those that made written submissions, and any other person, government department or agency that may, in the opinion of the Development Officer, likely be affected; or
- (c) publish a notice of the decision on the municipal website, in a newspaper or the municipal newsletter circulated within the municipality.

11. Revise Development Permit Applications subsection 33 (under Appeals) as follows:

33. An appeal to the Subdivision and Development Appeal Board shall be commenced by serving a written notice of the appeal to the Subdivision and Development Appeal Board within 44 21 days after:

12. Revise Development Permit Applications subsection 34 (under Commencement of Development) as follows:

34. Despite the approval of a development permit, no development is authorized to commence:
 - (a) until 44 21 days after the written notice of decision is published in the newspaper for all approved permits; or
 - (b) if an appeal is made, until the appeal is decided upon.

13. Revise Development Permit Applications subsection 36 (under Application Deemed Refused) as follows:

36. In accordance with section 684 of the Act, an application for a development permit shall, at the option of the applicant, be deemed to be refused when the decision of the Development Authority, as the case may be, is not made within 40 days **an application being deemed complete under section 9 or 11** ~~of receipt of the completed application~~ by the Development Officer, unless the applicant has entered into an agreement with the Development Officer to extend the 40-day period.

14. Revise Development Permit Applications subsection 40 (under Suspension of a Development Permit) as follows:

40. If a development permit is suspended or cancelled, the Subdivision and Development Appeal Board (SDAB) shall review the application if an appeal is filed by the applicant within 44 **21** days of the notice of the cancellation or suspension and either:

15. Insert Subdivision between Development Permits and Enforcement as follows:

SUBDIVISION

APPLICATIONS

1. An applicant applying for subdivision shall provide the required material and information as requested by the Subdivision Authority or its designate. A completed application shall consist of:
 - (a) an official application, in the manner and form prescribed, clearly and legibly completed with all the required information and signatures provided as requested on the form;
 - (b) the applicable fees paid;
 - (c) an up-to-date and current copy of the Certificate of Title to the subject land;
 - (d) a surveyor's sketch or tentative subdivision plan with dimensions, structures, location of private sewage disposal system, professionally prepared;
 - (e) provincial abandoned gas well information;
 - (f) for vacant parcels, a soils analysis which indicates the ability of the proposed parcel to be privately serviced;
 - (g) any such other information as may be required at the discretion of the Subdivision Authority in order to accurately evaluate the application and determine compliance with the land use bylaw or other government regulations. This may include but is not limited to the provision of geotechnical information, soil analysis reports, water reports, soil or slope stability analysis, drainage information, contours and elevations of the land, engineering studies or reports, wetland reports, environmental impact assessments, utility and servicing information, and/or the preparation of a conceptual design scheme or an area structure plan may be required from the applicant prior to a decision being rendered on a subdivision application to determine the suitability of the land for the proposed use; and
 - (h) The consent to authorize the Subdivision Authority or its designate to carry out a site inspection on the subject land as authorized in accordance with the *Municipal Government Act* must also be provided on the submitted application form unless determined not to be needed by the Subdivision Authority.
2. In accordance with the *Municipal Government Act*, the Subdivision Authority or those authorized to act on its behalf, shall provide notification to a subdivision applicant within the 20-day prescribed time period, on whether a submitted application is deemed complete,

or if it is determined to be deficient what information is required to be submitted by a specified time period, by sending notification in the following manner:

- (a) for an application deemed complete, the applicant shall be notified in writing as part of the formal subdivision application circulation referral letter.
 - (b) for an application determined to be incomplete, written notification shall be given to the applicant which may be in the form of a letter sent by regular mail to the applicant, or sent by electronic means, or both, or by any other method as may be agreed to between the applicant and Subdivision Authority.
 - (c) in respect of subsection (b) for a subdivision application determined to be incomplete, the applicant will be advised in writing as part of the Notice of Incompleteness what the outstanding or required information items are that must be submitted by the time specified in the notice.
3. Notwithstanding section 2 above, the applicant and Subdivision Authority may agree and sign a time extension agreement in writing in accordance with section 653.1(3) of the Act to extend the 20-day decision time period to determine whether the subdivision application and support information submitted is complete.
 4. A determination made by the Subdivision Authority that an application is complete for processing does not preclude the ability for the Subdivision Authority to request other information or studies to be submitted by the applicant during the review and processing period, prior to a decision being rendered, or as condition of subdivision approval.

INCOMPLETE APPLICATIONS

5. The Subdivision Authority may refuse to accept and process a subdivision application where the information required under Section 1-4 above and/or as described in a Notification of Incompleteness has not been submitted, is determined to be deficient, is still incomplete, or in the opinion of the Subdivision Authority the quality of the material supplied is inadequate to properly evaluate the application.
6. If the Subdivision Authority makes a determination that the application is refused due to incompleteness, the applicant shall be notified in writing with reasons in the manner as described in section 2 above.
7. The notification provided for in subsection 2(b) above shall include for the applicant the required information on the filing of an appeal and to which appeal board body the appeal lies, either the local appeal board or provincial Municipal Government Board, in accordance with the parameters of the Act.

DECISION

8. All applications for subdivision approval shall be evaluated by the Town in accordance with the following criteria:
 - (a) compliance with statutory plans, bylaws, and regulations;
 - (b) adequacy of road access;
 - (c) provision of municipal services and utilities, including a storm water drainage plan;
 - (d) compatibility with adjacent land uses;
 - (e) accessibility to emergency services;
 - (f) site suitability in terms of minimum dimensional standards for lots and all other criterion in this bylaw as specified in the applicable land use district in Schedule 1.
 - (g) any other matters the Town may consider necessary.

9. For the purpose of infill development, an application which proposes to subdivide an accessory structure onto a separate lot may be considered by the Subdivision Authority where:
 - (a) the proposed lots meet the provisions of Schedule 1;
 - (b) the existing and proposed buildings meet the provisions of Schedule 1 based on the lot proposed layout;
 - (c) the access of each lot is provided from a public roadway not a lane or laneway;
 - (d) all lots are serviceable to the satisfaction of the municipality.
10. At the time of subdivision and as a condition of approval, ten percent (10%) of the lands to be subdivided shall be dedicated as municipal or school reserve in accordance with the provisions of the *Municipal Government Act*. The Town may take municipal or school reserve in one or a combination of the following methods:
 - (a) land,
 - (b) land similar in quality to the land being proposed to be subdivided,
 - (c) money in lieu, or
 - (d) deferral to the balance of the subject property.
11. Money-in-lieu of municipal reserve shall be placed in a special reserve fund, administered by the Town, to be used for recreation area and facility construction and improvement.
12. The Town will coordinate the location of new schools and the allocation of school reserves in the Municipality with the local school divisions.
13. In residential areas, the Town may allocate municipal or school reserve for the purpose of developing parks, playgrounds, trail systems, recreation facilities, schools and similar uses.
14. In commercial or industrial areas, the Town may allocate municipal reserve for the purpose of providing a buffer between incompatible land uses or to augment the parks and trails system.
15. In addition to Municipal Reserve, land that is deemed to be protected may be left in its natural state and allocated as environmental reserve or environmental reserve easement in accordance with the provisions of the *Municipal Government Act*.

APPEALS

16. In accordance with the *Municipal Government Act*, any land owner who applied for subdivision and was refused an approval or had conditions attached to the approval, may appeal the decision within 21 days from the date of the written decision to the Subdivision and Development Appeal Board, or the Municipal Government Board (where the *Subdivision and Development Regulation* requires it). Adjacent or affected land owners have no right to appeal under the Act.

16. Revise Administration Enforcement Stop Orders subsection 19 as follows:

19. A person who receives a written Order under Section 18 may by written notice within 44 **21** days of being notified of the Order, appeal to the Subdivision and Development Appeal Board pursuant to Section 685 of the Act.

- 17. Add to Schedule 1: Land Use Districts all districts (excepting Direct Control) the following permitted uses:**
- Alternative energy, solar (wall and roof mounted)
- 18. Revise Schedule 1: Land Use Districts under all districts (excepting Direct Control) discretionary uses the following:**
- Alternative energy, solar (ground mounted)
- 19. Add to Schedule 1: Land Use Districts under Retail Commercial – C1 discretionary uses the following:**
- Retail store, large scale
- 20. Add to Schedule 1: Land Use Districts under Highway Commercial – C2 and Public – P discretionary uses the following:**
- Shipping container, permanent
- 21. Revise Schedule 1: Land Use Districts under Service Industrial – I2 by moving the following from discretionary to permitted uses:**
- Shipping container, permanent
- 22. Revise Schedule 2: Signs subsection 2. Definitions as follows:**
- Awning means a fixed, folding or collapsible covering supported by a frame extending outward from a building to provide shelter from sun or rain. (See section 9 & of this schedule)
- Canopy Sign means a permanent fixture fitted over windows and doors and used for either shelter advertising or decoration. (See section 9 & of this schedule)
- 23. Revise Schedule 3: Development Not Requiring a Permit subsection 1(c) to read as follows:**
- (c) telecommunication antenna systems that are regulated by Industry Canada subject to Schedule & 12 – Telecommunication Antenna Siting Protocol;
- 24. Revise Schedule 4: Development Standards subsection 10. Manufactured Home Standards by deleting the following:**
- ix. —the minimum floor area of the dwelling should not be less than 79.89 m² (860 sq. ft.);
- 25. Revise Schedule 7: Fencing subsection 4. as follows:**
- Delete subsection 4 under General in its entirety:
- ~~4. The use of barbwire or other security fencing must be approved by the Municipal Planning Commission.~~
- Add subsection 5. under Residential Districts the following:

5. In residential districts, the use of barbwire and razor wire is prohibited. Other security fencing must be approved by the Municipal Planning Commission.

Add subsection 4 through 6 under Commercial Public and Industrial Districts the following:

4. In commercial, public and industrial districts, the use of razor wire is prohibited.

5. In commercial and public districts, the use of barbwire must be approved by the Municipal Planning Commission.

6. In industrial districts, the use of 3 strand barbwire at the top of a fence is permitted when the overall height as described in subsection 3 is met otherwise it must be approved by the Municipal Planning Commission.



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*

RECEIVED

NOV 06 2018

AR95184A

October 29, 2018

His Worship Doug MacPherson
Mayor, Town of Claresholm
PO Box 1000
Claresholm Alberta T0L 0T0

Dear Mayor MacPherson,

The Alberta Government is committed to making the lives of Albertans better. By providing significant funding to our municipal partners through the Municipal Sustainability Initiative (MSI), we continue to assist municipalities in building strong, safe, and resilient communities while respecting local priorities.

I am pleased to accept the following eligible projects submitted by your municipality under the MSI capital program.

CAP-10702	Firehall Building Upgrades	\$ 60,000
CAP-10703	Arena and Curling Rink Ice Systems Upgrade	\$433,286
CAP-10704	Wastewater Line Replacement	\$349,500
CAP-10705	Service Truck Replacement	\$ 85,000

My ministry welcomes the opportunity to celebrate your MSI project milestones with you, so please send invitations for these events to my office. If you would like to discuss possible project recognition events and activities, as outlined in the program guidelines, please contact Municipal Affairs Communications, toll free at 310-0000, then 780-427-8862, or at ma.msicapitalgrants@gov.ab.ca.

As partners in supporting Alberta's communities, I look forward to working together to move your infrastructure priorities forward.

Sincerely,

Hon. Shaye Anderson
Minister of Municipal Affairs

cc: Marian Carlson, Chief Administrative Officer, Town of Claresholm

From: Jen Grebeldinger <JGrebeldinger@communityenergy.bc.ca>

Sent: October 22, 2018 4:26 PM

To: Doug MacPherson <doug.macpherson@claresholm.ca>

Cc: Megan Lohmann <mlohmann@communityenergy.bc.ca>; Marian Carlson <Marian@claresholm.ca>;
Brad Schlossberger <brad.schlossberger@claresholm.ca>

Subject: Electric Vehicle charging in Claresholm - Peaks to Prairies info

Hello Mayor MacPherson,

We are pleased to provide you with the exciting update that the Peaks to Prairies Electric Vehicle (EV) Charging Network has secured funding, and your community is identified as a strategic location in this network to host an EV fast charging station.

The Peaks to Prairies project has been collaboratively designed by The City of Calgary, SouthGrow Regional Initiative, Alberta SouthWest Regional Alliance, City of Lethbridge, City of Medicine Hat and Medicine Hat College, and is being facilitated by Community Energy Association - myself, along with my colleagues, Megan Lohmann and Greg Dong.

This exciting regional collaboration will ultimately create a clean transportation network that will increase EV adoption and enhance tourism opportunities across the region. We look forward to working with you to finalize a location that will maximize benefits for your community.

You will find attached a letter announcing the project and the anticipated fast charger in your community. This letter outlines next steps including site selection information. Also attached for your reference is a map of the proposed network and a FAQ sheet.

Please take a look at these documents, but we would like to give you a call next week to answer any questions you might have.

Please let me know if one of the following time slots works better for you:

Monday October 29 between 9:30am and 2:30pm

Tuesday October 30 between 9:30am and 2:30pm

Wednesday October 31 between 1:00 and 3:30pm

We look forward to working with you on this exciting project.

Sincerely,

Jen

CC: Marian Carlson, CAO
Brad Schlossberger, Councillor, AlbertaSW Board Representative

Jen Grebeldinger, Communications Lead



Community Energy Association

Connecting Communities, Energy & Sustainability

Tel: (250) 469-6783 | Mobile: (250) 531-0688*

Connect with me: [Email](#) | [LinkedIn](#)

Connect with CEA: [Website](#) | [Facebook](#) | [Twitter](#) | [LinkedIn](#)

*Please note my work schedule: Mon., Wed., Friday: 9am-5pm | Tues., & Thurs: 7am-3pm

Qualify to become a Certified COMMUNITY ENERGY MANAGER: Visit
[HTTPS://WWW.BCIT.CA/CONSTRUCTION/CEM/](https://www.bcit.ca/construction/cem/) to register for on-line courses

October 18, 2018

**Doug MacPherson
Mayor
Town of Claresholm
221 - 45 Avenue West
Claresholm, AB**

Re: Site Selection for Electric Vehicle Infrastructure Deployment in Southern Alberta

Dear Mayor MacPherson,

On behalf of the Peaks to Prairies Electric Vehicle (EV) Network project team, Community Energy Association is reaching out to you because your community has been identified as a strategic location for a DC Fast Charging (DCFC) station as part of the Peaks to Prairies EV Network (see map of network attached to email). This network has been collaboratively designed by The City of Calgary, SouthGrow Regional Initiative, Alberta SouthWest Regional Alliance, City of Lethbridge, City of Medicine Hat and Medicine Hat College with the objective of creating a clean transportation network that will increase EV adoption and enhance tourism opportunities across the region. We are looking forward to working with you to finalize a location that will maximize the benefits to your community. This site selection process is described in more detail below.

What to Expect Next

1. We will be in contact with representatives from your community to arrange a time to discuss potential sites based on a list of criteria including driver convenience, economic benefits and accessibility of power (please see “Site Selection Criteria” on page 2 of this letter for more details).
2. Once a site has been selected, a technical assessment will determine feasibility from a technical standpoint (e.g. site has sufficient electrical capacity).
3. When a site has been confirmed, a License of Occupation will be provided for review and signing. This document articulates the terms for a 10-year period and outlines the roles and responsibilities of all parties, including yours as the site host. Site host responsibility is limited to maintaining day-to-day cleanliness and year-round accessibility to the site.

Owner/Operator of the Charging Equipment

The Peaks to Prairies partners, through a competitive Request for Proposal process, have identified a vendor who will install, operate, and maintain all charging station equipment. All of the equipment procurement, the installation and the long-term operations and maintenance will be managed by this vendor. We are currently in final contract negotiations with the vendor and, once complete, we will connect you with them to arrange a site assessment.

Costs and Liability Considerations

With the exception of some staff time to work through the License of Occupation and site selection process, the capital and operational costs of the infrastructure and installation will be funded through the Peaks to Prairies project. Any liability associated with the operation/maintenance of the charging station will be with the vendor throughout the duration of the 10-year agreement.

Site Selection Criteria

Our goal is to select a site that will offer your community as many benefits as possible while maximizing the driver experience. There are of course technical criteria that must be met, and we will endeavor to balance these with your community's priorities as well as those of the project partners. Site selection criteria include:

- Station is easy to see and find and is accessible from all directions
- There are amenities within walking distance (for both economic co-benefit and enjoyment of the driver)
- The demand for parking does not create conflict for a dedicated space
- Land is owned by the municipality
- Location supports an even distribution of chargers throughout the community
- Opportunity to bolster local tourism and local economy
- Satisfies technical viability (i.e. access to 3-phase power)

Here are some examples of sites. These are by no means final, rather, examples of the qualities we are looking for in the specific site and surrounding area.



Location: Claresholm Museum & Visitor Centre (rear)

Pros:

- Appears to have parking lot in behind
- 3 phase power line
- 1 block away from main strip amenities

Cons:

- Parking lot very small, will likely need extra room for charging station
- Location could be tricky to find
-



Location: Claresholm Public Library

Pros:

- 3-phase power by parking lot
- Decent sized parking lot with room for expansion
- 1 block from main strip amenities

Cons:

- Could be difficult to spot since library isn't well marked from the street



Location: Clareholm Museum
(front)

Pros:

- Ample parking
- Walking to amenities
- Visible from Hwy 2

Cons:

- Power unknown

We are delighted to have Clareholm as a host community with the Peaks to Prairies EV Network! Please contact us with any questions or comments on this initiative, and we will be following up with a phone call to discuss this letter and the next steps. Sincerely,

Megan Lohmann
Peaks to Prairies Project Manager
250-531-0690
mlohmann@communityenergy.bc.ca

Jen Grebeldinger
Peaks to Prairies Communications Lead
250-531-0688
jgrebeldinger@communityenergy.bc.ca

CC : Marian Carlson, CAO
Brad Schlossberger, Councillor, AlbertaSW Board Representative



Frequently Asked Questions (FAQs): Issue #1

Preamble

This is part of a series of FAQs for community engagement specific to the Peaks to Prairies Electric Vehicle (EV) Network project. The following FAQs are project-related; additional FAQs for financial, technical, and general information will be developed and provided to communities in coming months.

What is the Peaks to Prairies EV Network?

Peaks to Prairies EV Network is a collaborative strategy to create a robust network of strategically deployed electric vehicle charging stations in southern Alberta. This network will facilitate EV travel to, from, and throughout southern Alberta with economic benefits to both drivers and communities. This EV network will assist in closing the charging station gap in rural areas of Alberta and encourage the adoption of electric vehicles in the area.

Who is leading the Peaks to Prairies EV Network Project?

The initiative began through a collaboration between SouthGrow Regional Initiative, Alberta SouthWest Regional Alliance and the City of Calgary. The City of Lethbridge, and the City of Medicine Hat in partnership with Medicine Hat College have engaged with the project since late 2017. Community Energy Association, a non-profit charitable organization with experience in facilitating broad collaborative initiatives with local governments, has been facilitating the initiative on behalf of the partners.

What is an electric vehicle charging station?

There are 3 ways to charge your EV: with a Level 1, Level 2, or DCFC “Fast Charger”. Host communities will see the installation of a Level 2 and DCFC charging station in their communities. See the following table for a summary of each charging station.

Level	Circuit	Cost Range	Time to fully charge*	Use
Level 1	120V 8-12 A	\$0	40-50 hrs	All EVs come standard with a charger to plug into a standard outlet, so Level 1 is primarily used at home.
Level 2	240V 32-40 A	\$1,000 - \$10,000 ¹	6-9 hrs	Most common charging solution, L2s are commonly found in communities, at businesses and at home.
DCFC	450V DC 200 A	\$60,000 - \$100,000	15min – 2 hrs 80% in 30-40 min	Commutes, long distance trips.

*Range based on 2017 Chevy Bolt (full electric, 57kWh battery)

¹ Average cost for installation of a Level 2 charger is around \$2,500 according to BIG Green Island Transportation (www.BIGGreenIsland.com). To cost \$10,000, an installation would require trenching through concrete or asphalt.



Level 2 charging stations provide about 15-30 km range per hour of charging and so are best suited for use when the driver is visiting shops, cafes, or restaurants, exploring the town or city, or plugging-in while at work or overnight at a hotel. These chargers promote extended visits in communities and allow more time be spent using community amenities.

Direct Current Fast Chargers (DCFC's) provide a faster charge and can charge an EV battery from 10-80% in 20-30 minutes; often a full charge is acquired within an hour. These chargers are ideal for the long-distance drivers who are looking for quicker stops, typically for commuting or regional travel. DCFCs are strategically located along major highway routes and travel corridors. These chargers support tourism as they reduce "range anxiety", and are conveniently located for a quick "pit-stop" – enough time to grab a coffee and go to the bathroom while your vehicle gets charged enough to get you to where you need to go.

Note on Tesla Superchargers: Tesla Superchargers are proprietary fast charging stations only compatible with Tesla cars, however Tesla vehicles are able to charge at any Level 2 or DCFC charger with an adapter.

How will the sites be chosen?

There are several core criteria that must be considered when choosing a location for charging stations in each community and the charging network as a whole, while keeping local priorities in mind. These criteria are summed up below:

- Initial community selection is based on a computer-based EV network model that incorporates highway distances, charging station type (Level 2 or DCFC), environmental considerations (more details below), and vehicle-specific criteria.
- Climate and terrain conditions are key factors in choosing appropriate communities as extreme weather conditions and elevation changes can significantly affect battery performance
- Once a base network is identified according to the technical criteria, engagement with communities will take place to determine key local priorities and opportunities to maximize co-benefits. Some of the key criteria that will be discussed with communities are:
 - It is easy to see and find – minimal turns off a major thoroughfare
 - There are amenities nearby (for both economic co-benefit, and enjoyment of the driver)
 - The demand for parking does not create conflict for a dedicated space
 - Location supports an even distribution of chargers throughout the community
 - Provides co-benefits (local economic development, green branding, etc.)
 - Supports commuters, visitors, residents, businesses and/or institutions
- Keep in mind that even if a community doesn't host a charging station, they will still benefit as they are now accessible to EVs whereas they weren't before, increasing exposure and opening new economic opportunities for the region as a whole.

How much will the charging infrastructure/installation cost site hosts?

The capital and operational costs of the infrastructure and installation will be funded through the Peaks to Prairies project. On-going ownership and maintenance will be provided for a minimum 10-year period. The site host will be required to enter into an agreement to dedicate a parcel of land roughly 10 x 10 m in area for the charging station. Typically, this is through a license of occupation. We expect most desirable sites to be located on municipal property, with the exception of City of Calgary jurisdiction. A typical DCFC installation costs \$90,000 - \$110,000.



Will the community be liable for any issues resulting from the charging station?

The day-to-day responsibility of the site host will be to ensure proper snow clearing and removal of debris/garbage as necessary. The Site Host can alert the owner/operator of an issue with the station if it has not been identified by the networked communications function.

A Request for Proposal was issued to identify a qualified long-term owner/operator of the charging stations. The procurement process is ongoing with a contract awarded and finalized with the successful proponent in November 2019.

The successful proponent will be responsible for the installation, operation, and maintenance of the station for 10 years. The owner/operator will be liable for all technical and service related issues with the station, and will be required to inform the site host of any interruptions to the service.

Who will maintain the charging infrastructure?

The owner/operator; this successful proponent from the Request for Proposals process will enter an agreement to own, install, and operate the infrastructure for ten years.

What is the project's timeline?

The project end date is targeted for December 2019. There is a possibility for one charging station to be installed in Fall 2018, with the remainder deployed through the spring/summer/fall of 2019. Once electrical capacity is established, the physical installation of the charging stations will typically take 5-7 days from the "break ground" date to when it is finished.

How can I learn more about where charging stations will be located?

We will be engaging with all proposed site communities within the next month to confirm site visits and finalize site locations. If communities or local governments are interested in learning how to install Level 2 stations at their own facilities, or encourage private sector to do so, CEA can provide some resource information to help you get started.




What will the next FAQ include?

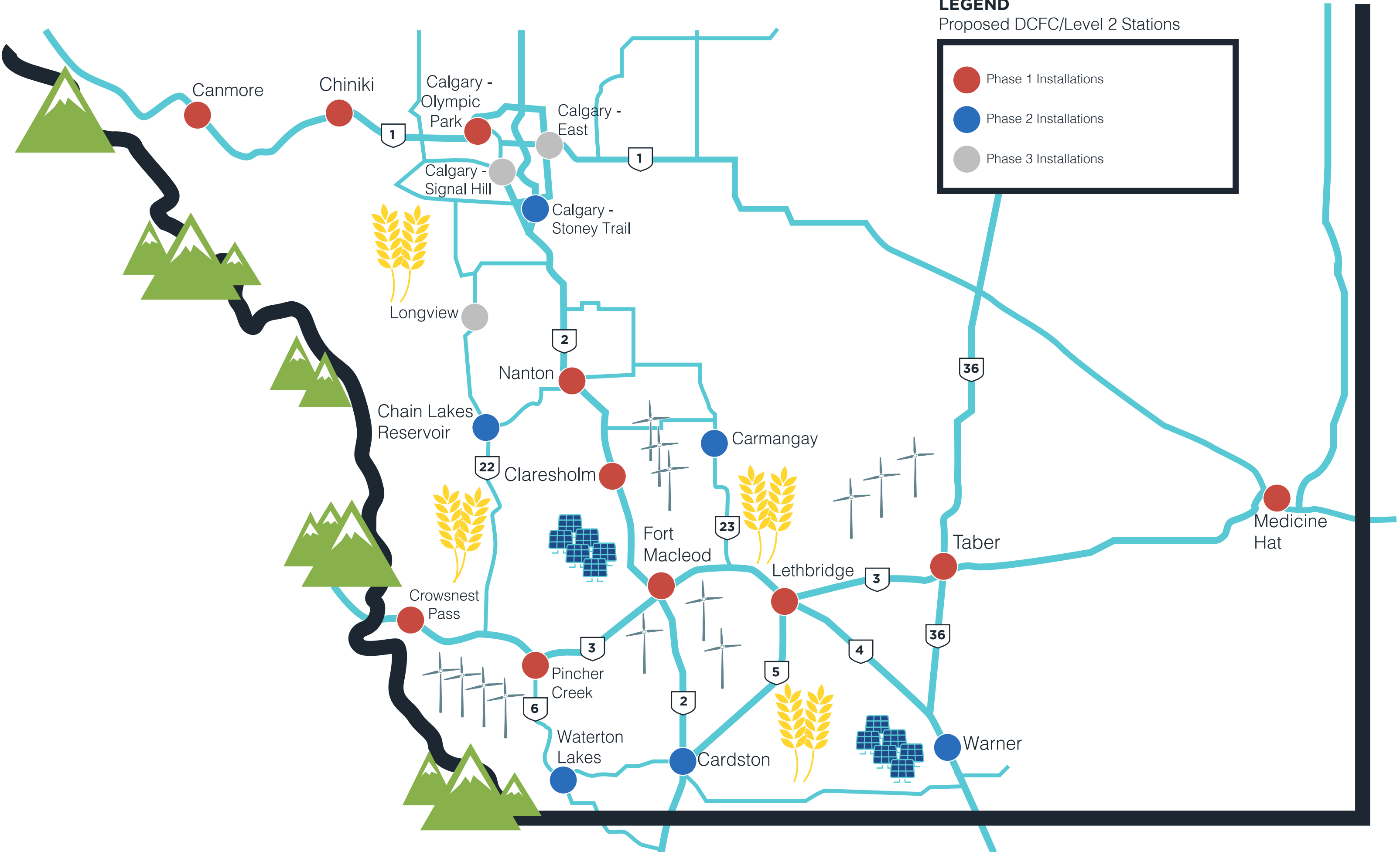
Additional information and questions will focus on specific siting, final funding confirmations and an announcement of the successful proponent. A more detailed timeline will also be provided at that time. If your community has additional questions, please let us know and we will include it in the next issue of the FAQs.

Who do I contact for questions?

Questions can be directed to Community Energy Association – Megan Lohmann
mlohmann@communityenergy.bc.ca or 250-531-0690.

LEGEND
Proposed DCFC/Level 2 Stations

-  Phase 1 Installations
-  Phase 2 Installations
-  Phase 3 Installations



From: municipalservicesandlegislation@gov.ab.ca <municipalservicesandlegislation@gov.ab.ca>

Sent: November 5, 2018 4:31 PM

To: Marian Carlson <Marian@claresholm.ca>

Subject: Bill 23: An Act to Renew Local Democracy in Alberta - Important Information and Fact Sheet

Good Afternoon,

Municipal Affairs is pleased to announce that Bill 23: *An Act to Renew Local Democracy in Alberta* was tabled in the Legislature today.

Please find attached a fact sheet for more information.

Bill 23 will be available to view later today on the Legislative Assembly of Alberta website, provided at the link below.

www.assembly.ab.ca/net/index.aspx?p=bill§ion=doc&legl=29&session=4

Renewing Local Democracy in Alberta

Updating laws for local elections to create more transparency and accountability.

Introduction

Bill 23, *An Act to Renew Local Democracy in Alberta* would make it easier for municipalities and school boards to get big money out of elections, enforce election-related laws, and find out who is behind third-party advertising.

Albertans, municipal associations, school boards, Métis Settlements, Alberta's election commissioner and municipalities have all contributed to this proposed legislation.



- Potential candidates may accept up to \$2,000 in donations before the campaign period to cover low-cost pre-campaigning like door knocking and brochures.
- Candidate spending limits would be determined by regulation after consulting with stakeholders.
- Candidate spending limits would be based on the size of the municipality and school board.

If you're thinking of running

Potential candidates can check municipalaffairs.alberta.ca for more information on proposed new rules.

Getting big money out

Elections should be decided by Albertans and not by those with the deepest pockets.

Under the proposed legislation:

- Contributors can donate up to \$4,000 province-wide for municipal campaigns, as well as up to \$4,000 for school board campaigns.
- Corporate and union donations have been banned so that only individual Albertans would be able to make campaign contributions in municipal elections.
- Campaign periods would be reduced to one year, from Jan. 1 to Dec. 31 in the year of the election.
- Campaign fundraising and contributions would also be limited to only that period.

Enforcing laws



Laws must be enforceable to be effective. New powers would be given to the provincial elections commissioner to investigate complaints.

Under the proposed legislation:

- The Alberta elections commissioner will be empowered to investigate, prosecute, and enforce rules related to campaign finance and third-party advertising.
- General administration of local elections would remain the responsibility of each local jurisdiction.

Know who is behind ads

Albertans should know who is behind third-party election advertising.

Under the proposed legislation:

- Government would require transparency from third parties that receive contributions and advertise to promote or oppose a candidate.
- Third parties would be required to register with each local jurisdiction in which they intend to advertise.

Third-party advertising

A third party advertisement is an advertisement in any broadcast, print, electronic or other medium that has the purpose of promoting, supporting or opposing a candidate in the election.

Accountability and transparency

Albertans should know more about who they are voting for.

Under the proposed legislation:

- Campaign disclosure statements would be required from all candidates, including self-funded candidates.
- The fundraising function loophole that allows candidates to raise funds without disclosing their donors would be closed.
- Candidates would be required to disclose names and addresses of those who contribute more than \$50, down from \$100 under current legislation.
- The definition of what qualifies as an expense under disclosure rules would be clarified.
- Campaign activities at voting stations would be restricted.

New rules for school authorities

Campaign finance and disclosure rules would now apply to candidates for school boards.

Under the proposed legislation:

- Province-wide contribution limits of \$4,000 and disclosure rules would apply to school boards.
- Candidate spending limits would be determined after consulting with stakeholders. Limits would be based partially on the size of the school board.

Easier to vote

It would be easier for eligible Albertans to vote.

Under the proposed legislation:

- Communities of more than 5,000 would be required to hold advanced votes to provide more opportunities for residents to cast ballots.
- Voting would be allowed in more locations, for people who can't get to traditional polling places.



What did Albertans say?

Over 1500 Albertans participated in consultation on Bill 23 – *An Act to Renew Local Democracy in Alberta*.

90 per cent of survey respondents agreed corporate and union donations should be banned in local elections.

85 per cent of survey respondents agreed individual contribution limits should be lowered to \$4,000.

94 per cent of survey respondents agreed there should be rules and transparency around third-party advertisers.

Karine Wilhauk

From: AUMA <communications@auma.ca>
Sent: Tuesday, November 6, 2018 12:31 PM
To: Karine Wilhauk
Subject: AUMA response to proposed Bill 23: An Act to Renew Local Democracy in Alberta

November 6, 2018



AUMA response to proposed Bill 23: An Act to Renew Local Democracy in Alberta

Edmonton - AUMA has been calling for amendments to the Local Authorities Election Act for a number of years. We are pleased to see that the proposed Bill 23 generally reflects the recommendations we made based on the input from our members and creates the general alignment of rules at local and provincial levels.

We believe our small communities will appreciate the Province's amendment regarding a proposal for all municipal election candidates to open a bank account regardless of whether or not they spend any money will now be limited to only those candidates who spend or receive more than \$4,000. We did note a few new provisions to the Bill that were not discussed previously. AUMA will need to discuss these new provisions with our members and get their feedback.

Finally, while disappointed that the enabling of tax credits for individual donations to municipal campaigns wasn't addressed, AUMA is encouraged that the tax credit isn't necessarily off the table. We hope there will still be some consideration on this matter, and we look forward to ongoing discussions with the province.

AUMA looks forward to working with the Province and our members on implementing the changes once Bill 23 is passed, including the development of a change management strategy to ensure Albertans are able to participate in fair, transparent, and well-run elections in 2021.

Barry Morishita
President, AUMA
Mayor, City of Brooks

About the AUMA

Founded in 1905, the Alberta Urban Municipalities Association represents more than 260 of Alberta's urban municipalities, including cities, towns, villages, summer villages and specialized municipalities. Our goal is to develop a strong partnership between all three levels of government through a shared vision, with long-term planning that facilitates social and economic growth, a strategic and stable funding matrix for capital projects, vital emergency and social services, and implementation and coordination in the delivery of services to ensure the long-term sustainability of Alberta's municipalities.

For more information:

Jackie Sargent, SCMP
Communications Advisor, AUMA
780-668-2436

From: Tanya Thorn <tthorn@okotoks.ca>

Sent: October 18, 2018 12:26 PM

To: Tanya Thorn <tthorn@okotoks.ca>

Subject: AUMA Update

Good Afternoon Everyone,

I wanted to thank everyone for your support at the AUMA conference in re-electing me as your Towns South Director. I truly appreciate the trust you have placed in me to be your voice and look forward to getting commitment on some of the key issues that are currently facing us. During the convention it came to my attention that not everyone is receiving my email. Can I please have each Mayor and/or CAO check with their Councils to ensure they are all receiving information? If anyone is missing if you could please email me name and email address I would greatly appreciate it.

So the big issue this week is Cannabis and particularly funding (or the lack thereof). With the Alberta Governments announcement on Monday of the funding they are proposing to provide to Municipalities it is clear that we still have a lot of work to do getting our voices heard. AUMA is extremely disappointed in this announcement and in their complete failure to hear Municipalities on the impact to our budgets of this legislation. Just to recap there is \$11.5 Million coming to Municipalities over next 2 years. Only 52 Municipalities in Alberta will be eligible (must be over 5000) and it will require a grant application and follow-up reporting.

I have attached a copy of sample letters you can send to your MLA and MP on this issue. There is also some information on details you can provide to your local media (this is the same information President Barry sent to Mayors/Caos earlier this week. This weeks AUMA digest also has lots of links to media stories from this week. I encourage all of you to make your voice heard on this issue. Feel free to reach out to me if you have any questions.

The October Board Meeting is coming up on Oct. 25th which we will be dealing with committee assignments. Was great to see so many of you from Towns South applying.

In November I will be attending and ICF/IDP Workshop meeting being held by Municipal Affairs. It would be great if you could send me any feedback on how the process has been working to date for you. Send me the good/bad/ugly so that I am in the position to provide examples at this workshop.

Well that covers the pressing issues for the day. Hope everyone is enjoying the warmer weather and that it sticks around for awhile yet.

Talk soon

Tanya

Tanya Thorn | Councillor, Town of Okotoks
Director - Towns South, AUMA

tthorn@okotoks.ca

(403) 860-7342

Facebook: Tanya Thorn - Okotoks Town Councillor

FOR IMMEDIATE RELEASE
October 15, 2018

Provincial cannabis cash is a bad deal for municipalities

New provincial grant program underfunds cities, offers nothing to communities under 5,000

Edmonton - Albertans are on the hook to cover the cost of cannabis legalization in their community. According to the Municipal Cannabis Transition Program (MCTP) announced today, over 215 urban municipalities will be forced to cover legalization costs on their own while only 52 towns, cities and urban service areas will receive minimal funding.

"We are extremely disappointed with this announcement," says Alberta Urban Municipalities Association President Barry Morishita. "Hundreds of Alberta communities are being forced to choose between hiking property taxes or putting public safety at risk and that is unacceptable. This ongoing lack of meaningful consultation from the provincial government has resulted in the province not fully comprehending the impact cannabis legalization will have across Alberta."

AUMA has been advocating for municipalities to receive a fair share of the province's excise tax revenues as part of a "user pay" model to cover the costs associated with legalization. Municipalities are tasked with community education and enforcement, including responding to complaints of consumption in prohibited areas. These costs will be paid out of municipal budgets, instead of from the taxes collected from cannabis sales.

Under the new MCTP, eligible expenses include municipal administration costs directly related to cannabis legalization including land use bylaws and permitting; education and marketing regarding local rules for cannabis consumption; and administrative and enforcement staffing costs. These are expenses that municipalities of all sizes have and will continue to incur, but only a limited number of municipalities are eligible to apply for funding under the program – and only if they meet the criteria.

"Throughout the legalization process, AUMA has attempted to work in good faith with the province," said Morishita. "The federal government did not agree to give the provinces a larger share of the excise tax only for the province to not equitably distribute to the municipalities that need it. Going forward, AUMA will continue to advocate for municipalities dealing with the impending costs of cannabis legalization and will ask the federal government to explore options including potentially withholding the province's portion of the excise tax until the provincial government comes back to the table to ensure our communities remain safe."

-30-

About the AUMA

Founded in 1905, the Alberta Urban Municipalities Association represents more than 260 of Alberta's urban municipalities, including cities, towns, villages, summer villages and specialized municipalities. Our goal is to develop a strong partnership between all three levels of government through a shared vision, with long-term planning that facilitates social and economic growth, a strategic and stable funding matrix for capital projects, vital emergency and social services, and implementation and coordination in the delivery of services to ensure the long-term sustainability of Alberta's municipalities.

For more information:

Jackie Sargent, SCMP
Communications Advisor, AUMA
780-668-2436
jsargent@auma.ca

Draft column – municipalities over 5,000

This week, the provincial government announced the Municipal Cannabis Transition Program (MCTP). This program outlines how taxes collected under the federal Cannabis Excise Tax will be distributed to municipalities – and this deal is bad news for our community.

As a population over 5,000, our municipality is eligible for funding that will be inadequate and conditional on a grant application process full of red tape. Communities that are under 5,000 will receive absolutely no support from the provincial government, as the province pockets the funds that were intended to support local communities manage cannabis legalization.

The federal government agreed to give provinces 75 percent of the taxation dollars from cannabis on the condition a significant portion of the funding is shared with municipalities. Instead, our province has decided to keep the majority of funding.

Municipalities are tasked with community education and enforcement, including responding to complaints of consumption in prohibited areas. These costs will now have to be covered out of municipal budgets, instead of from the taxes collected from cannabis sales.

This is unacceptable. Property tax payers should not subsidize cannabis use. We will continue to advocate for our community and fight against the province's attempt to leave you with the bill when it comes to legalization costs. The federal government intended for this excise tax to be shared between the province and municipalities. Because of this agreement, the Alberta Urban Municipalities Association is exploring options including potentially asking the Federal Finance Minister to withhold the province's cheque until the province comes up with a program that doesn't leave municipalities with a choice of unsafe communities or a hike in property tax.

If you have any questions or concerns, I encourage you to reach out to our office. Your council is on your side and we will continue to pressure the province to put forward a plan that will provide municipalities the resources we need to ensure a smooth transition into legalization. You can reach us at XXX-XXX-XXXX

Draft column – municipalities under 5,000

This week, the provincial government announced the Municipal Cannabis Transition Program (MCTP). This agreement outlines how taxes collected under the federal Cannabis Excise Tax will be distributed to municipalities – and this deal is bad news for our community.

As a population under 5,000, our municipality will receive absolutely no support through the collected taxes from the provincial government. The funds that were intended to offset the costs of education and enforcement, including responding to complaints of consumption in prohibited areas will instead go to line the pockets of the province.

The federal government agreed to give provinces 75 percent of the taxation dollars from cannabis on the condition a significant portion of the funding is shared with municipalities. Instead, our province has decided to keep the majority of funding.

Municipalities are tasked with community education and enforcement, including responding to complaints of consumption in prohibited areas. These costs will now have to be covered out of municipal budgets, instead of from the taxes collected from cannabis sales.

This is unacceptable. Property tax payers should not subsidize cannabis use. We will continue to advocate for our community and fight against the province's attempt to leave you with the bill when it

comes to legalization costs. The federal government intended for this excise tax to be shared between the province and municipalities. . Because of this agreement, the Alberta Urban Municipalities Association is exploring options including potentially asking the Federal Finance Minister withhold the province's cheque until the province comes up with a program that doesn't leave municipalities with a choice of unsafe communities or a hike in property tax.

If you have any questions or concerns, I encourage you to reach out to our office. Your council is on your side and we will continue to pressure the province to put forward a plan that will provide municipalities the resources we need to ensure a smooth transition into legalization. You can reach us at XXX-XXX-XXXX

Sample letter to MLA – community under 5000

Subject: (Municipal) Response to Municipal Cannabis Transition Program (MCTP)

This week, the provincial government announced the Municipal Cannabis Transition Program (MCTP). This agreement outlines how taxes collected under the federal Cannabis Excise Tax will be distributed to municipalities – and this deal is bad news for our community.

As a municipality with a population under 5,000, our community will receive absolutely no support through the collected taxes from the provincial government. The funds that were intended to offset municipal costs for education and enforcement, including responding to complaints of consumption in prohibited areas, will instead go to line the pockets of the province. These costs will now have to be covered out of municipal budgets, instead of from the taxes collected from cannabis sales.

The federal government agreed to give provinces 75 percent of the taxation dollars from cannabis on the condition a significant portion of the funding is shared with municipalities. Instead, our province has decided to keep the majority of funding.

This is unacceptable. Property tax payers should not subsidize cannabis use.

We will continue to advocate for our community and fight against the province's attempt to leave our residents with the bill when it comes to legalization costs. The federal government intended for this excise tax to be shared between the province and municipalities. Because of this agreement, the Alberta Urban Municipalities Association is exploring options including potentially asking the Federal Finance Minister withhold the province's cheque until the province comes up with a program that doesn't leave municipalities with a choice of unsafe communities or a hike in property tax.

We respectfully ask you to immediately call upon the Ministers of Municipal Affairs, Treasury Board and Finance, and Justice and Solicitor General to rescind this program and invite AUMA back to the table to discuss distribution of excise funding to all municipalities in a manner that respects the roles municipalities will play during legalization.

Yours truly,

Name
Mayor, (municipality)



Highway 3 Twinning Development Association

November 1, 2018

To: All adjacent and nonadjacent communities along Highway 3

From: The Executive of the Highway 3 Twinning Development Association (Bill Chapman, President)

At the regular meeting on October 12, 2018, the following motions were made and carried:

Motion 1:

Whereas the Highway 3 Twinning Development Association has shown the economic value of the twinning of Highway 3 through the U of L Twinning Feasibility Report;

Whereas the Association recognizes the value of twinning Highway 3 for increased transportation safety.

It is therefore resolved that the Highway 3 Twinning Development Association adopts the Strategic Plan completed by 1st Principles Planning; and

Further be it resolved that the Executive of the Highway 3 Development Association work with our current administrative assistant to request proposals from interested parties or individual(s) that would work to implement the objectives of the Strategic Plan and present options for the board to consider at the earliest possible date.

Motion 2:

Whereas the Highway 3 Twinning Development recognizes that the objectives set out in the Strategic Plan will require time and financial resources to achieve a positive result.

It is therefore resolved that the Highway 3 Twinning Development Association direct our administrator to request funds for 2019 from southern Alberta Municipalities and organizations as proposed in the distributed spreadsheet.

The invoice for membership to the Association is attached, along with the spreadsheet outlining the approved suggested contributions. Non adjacent communities have been included. **We ask that you consider joining or renewing your membership to the Association.** The attached strategic plan outlines the future direction of the Association.

Once the invoices have been paid, the Executive will move forward to determine the options available within the financial constraints to implement the objectives of the Strategic Plan. In order to achieve this, we would request and hope that we could receive payment by January 15, 2019.

We look forward to creating even more success in twinning Highway 3.



INFORMATION BRIEF

Meeting: November 13, 2018

Agenda Item: 7

HIGHWAY 3 TWINNING DEVELOPMENT ASSOCIATION

DESCRIPTION:

The Highway 3 Twinning Association is requesting that the Town of Claresholm be a member of their association.

BACKGROUND:

This association has asked for the Town of Claresholm's participation in the past. In 2016, the Town received a letter and a request to pay an association fee and Town Council passed the following motion:

September 12, 2016

Moved by Councillor Cutler to send a letter stating the Town of Claresholm is not interested in membership in the Highway 3 Twinning Development Association.

CARRIED

MOTION #16-087

Previous Councils have been asked to attend meetings however the requests have been denied.

The requested membership fee in 2016 was \$939.50.

The requested membership fee for 2019 is \$945.00, which is \$.25 per capita based on a population of 3,780 residents.

PREPARED BY: Karine Wilhauk, Finance Assistant

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: November 8, 2018

From: Ashley Nelson
Sent: November 8, 2018 11:10 AM
Subject: Fort Macleod's 37th Annual Santa Claus Parade

Good morning,

We would like to extend our invitation to your dignitaries to participate in our upcoming Santa Claus Parade. I've attached our registration package and information in this regard.

We will have a carriage with some space available if anyone would like to catch a ride with our Town Councillors (they can bring their sign along to attach to that, or they are of course welcome to supply your own parade transportation. Let me know as soon as possible if you plan to join us so we can ensure we have enough carriage space. Thank you and we hope to see some of your communities representation on Saturday, November 24th (parade starts at 11 am).

And please feel free to share our parade information and registration with your local businesses that may be interested in participating as well.

Thank you and take good care,

Ashley Nelson
Fort Macleod Santa Claus Parade Coordinator
403-715-2125

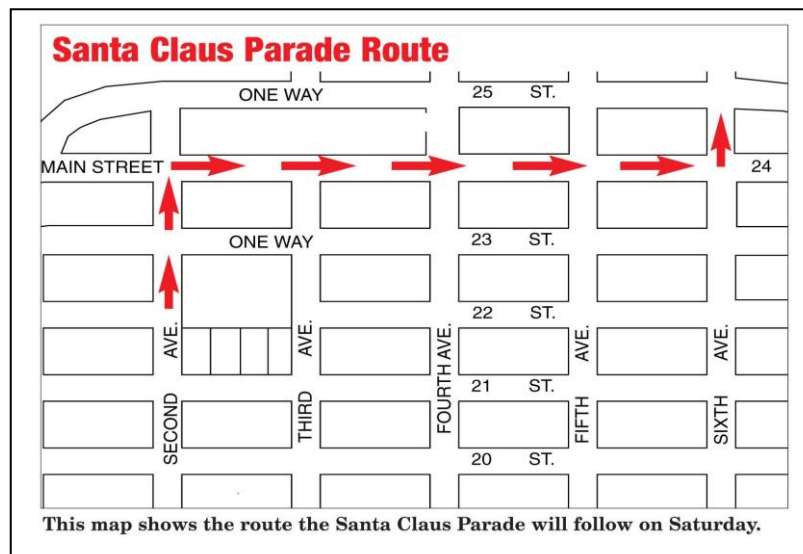


37th Annual Santa Claus Parade

Information Sheet

Please keep this sheet for the day of the parade!

- The parade starts at 11:00 a.m. on Saturday, November 24th, 2018.
- Any participants in the parade are asked to line-up in their designated spot starting at 10:00 a.m.
- Parade Marshalls are located at the corner of 2nd Ave and 21st Street and will direct any entrants to the location where they are to line up. The Line-up assignments are also printed in the Macleod Gazette on Wednesday, November 21, 2018.
- If your business has donated to the parade and has a banner to be carried, the individuals that are carrying the banner should meet at the corner of 2nd Ave and 21st Street. The banners will be waiting there and the marshal will wave them in when it is their turn to enter the parade.
- Please remember to walk alongside your float if you are going to hand out candy. We do not allow candy to be thrown from the floats.
- If you would like to know the line-up order, please e-mail prior to the parade.
- Above all make sure to HAVE FUN and SMILE!



RECEIVED

NOV 07 2018



211-49th Ave West, Claresholm Alberta Ph:403 625 4168

To the Mayor and Council of the Town of Claresholm,

This letter is intended to serve as an official request from the Claresholm Public Library Board to the Town of Claresholm for payment of legal fees incurred due to a 2018 AHRC complaint against the Claresholm Public Library. We do humbly submit that during our long relationship with the Town and People of Claresholm, the Claresholm Public Library has never required legal representation for an AHRC complaint nor any related situations which would necessitate our Board to include legal fees of this nature within our annual budget. As this current action does represent an anomaly we, as the Claresholm Public Library Board do not currently possess the means to support legal action. It has therefore become necessary for the Claresholm Public Library Board to petition the Town of Claresholm for payment of said legal fees incurred to this date. We appreciate your consideration in this matter.

Regards,

Tony Hamlyn

Chairperson

Town of Claresholm Public Library Board

211-49 Avenue West

Claresholm Alberta TOL OT0



CLARESHOLM PUBLIC LIBRARY LEGAL BUDGET

PROJECTED ESTIMATE

Balance	Amount
Projected estimated expenses	\$ 1,400.00
Actual balance accrued	\$ 1,350.58
Total fees	\$ 2,750.58



REQUEST FOR DECISION

Meeting: November 13, 2018
Agenda Item: 10

ADHOC COMMITTEE FOR AMUNDSEN PARK RE-DESIGN

DESCRIPTION:

As part of the 2019 budget discussions, the re-design of Amundsen Park was brought forward as a project. One playground is slated for upgrades / re-development in 2019. The question as to the location of any new play equipment or additional features requires determination.

At the FIPC budget meeting held October 29, 2018, the committee felt it would be beneficial to include interested members/societies within the community for input and ideas.

An Adhoc committee can be created to include members of Council, Administration, and invite groups from within the community. This group would meet to brainstorm ideas, and gather input to investigate further. Any plans/designs or re-development would require Council approval.



PROPOSED RESOLUTION:

Moved by Councillor _____ to strike the Adhoc Committee for the re-design concept plan of Amundsen park and appoint _____ to represent Council as members of the committee.

PREPARED BY: Tara VanDellen, Development Officer

APPROVED BY: Marian Carlson, CLGM, CAO

DATE: November 6, 2018



Claresholm

REQUEST FOR DECISION

Meeting: November 13, 2018
Agenda Item: 11

CPR LANDS LEASE INQUIRY

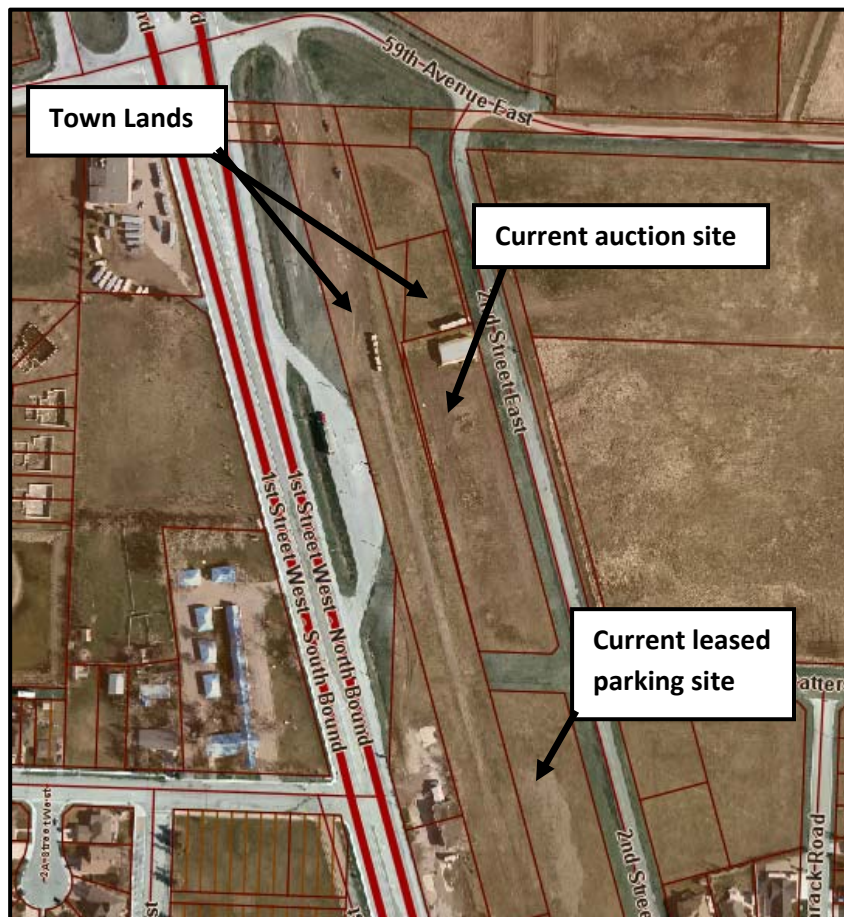
DESCRIPTION:

Administration has received a request from Starling Auctions to lease a portion of the CPR lands adjacent to the Auctioneering Facility located at 5521 2 St East for parking.

BACKGROUND:

The Town of Claresholm owns the property directly adjacent to the Starling Auction site (shown on the map below).

The Municipal Planning Commission approved the permanent use of the site for Auctioneering Facility on August 17, 2018 with conditions (see attached notice). Currently Starling Auctions leases land from the adjacent property to the south. This is a temporary solution and upon developing those lands the parking would not be available. Many people do park directly west (on Town lands) during a sale, which occurs 6-8 times per year. Starling Auctions is seeking a more permanent solution to parking and requests a two-year lease with an option to renew the lease.



CONSIDERATIONS:

- The Infrastructure Department has no concerns with the parking as the lands are subject to CPR easements for no construction or uses other than potentially parking at this time. Starling Auctions would be required to maintain the area, fix any ruts or damage that occurs on the property and maintain insurance (assume all liability).
- The Town of Claresholm would include in the lease agreement the requirement that the Town of Claresholm be named an additional insured on the applicant's policy.
- Adequate signage would be required showing parking and Starling Auctions would need to ensure the users of the site understand the traffic/parking flow.
- Within the Town's road plan is access from 2nd St East at the south end of the property. That area can be used to access the CPR lands with adequate signage directing traffic. (the applicant can be advised that for the auctions personnel may be required to direct traffic to ensure safety.) A condition of the permit was to access the site from 2nd St East only.

PROPOSED RESOLUTION:

Moved by Councillor _____ to approve the lease agreement for parking with Starling Auctions for the land located at Lot 12, Block RLY, Plan RY8 effective November 14, 2018 for a 1 year term.

ATTACHMENTS:

- 1.) Request letter – Starling Auction Ltd.
- 2.) MPC approval with conditions (parking/fencing etc.)

APPLICABLE LEGISLATION:

- 1.) DRAFT Lease agreement

PREPARED BY: Tara VanDellen, Development Officer

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: November 5, 2018

Starling Auctions

Box 27 Claresholm Ab TOLOTO
403 808 3134

September 17, 2018

Town of Claresholm
Claresholm Town Council

Town of Claresholm :

Please be advised of our interest in leasing the adjacent land surrounding our auction facility on 5521 2nd Street East for the use of parking.

Starling Auctions is a full service licensed, bonded and fully insured Auction Facility, specializing in dispersal's, estates, farm and acreage sales, furniture/household, and heavy machinery & equipment. Our events generate a large attendance of registered bidders from local to regional residents and businesses. The Agriculture & Industrial Auction, held 6-8 times per year consists of heavy machinery, farm equipment, vehicles, ATV home & garden, boat, and trailers.

Starling Auctions interest would include: lease of 2 (two) years with the option to extend; and or purchase to be negotiated and the time of the lease expiring. As per the lease amount were open to negotiate to what council sees as appropriate as well as ensure maintenance on the property to maintain a well kept condition at all times or as guided by the council.

Thank you for your time and consideration

Sincerely,



Jesse Starling

Starling Auctions



**Town of Claresholm
NOTICE OF DECISION ON
APPLICATION FOR A DEVELOPMENT PERMIT**

Application No. **D2018.069**

APPLICANT INFORMATION

APPLICANT: STARLING AUCTIONS

Mailing Address: BOX 27, CLARESHOLM, AB T0L 0T0 Telephone No. _____

REGISTERED OWNER (if different from applicant): 789580 ALBERTA LTD.

Mailing Address: BOX 38, CLARESHOLM, AB T0L 0T0 Telephone No. _____

PROPERTY INFORMATION

In the matter of development of property located at

CIVIC ADDRESS: 5521 2 STREET E., CLARESHOLM

PROPERTY LEGAL DESCRIPTION: Lot(s) _____ Block 2 Plan 7810527
Quarter N/A Section N/A Township N/A Range N/A

PROPOSED DEVELOPMENT // USE

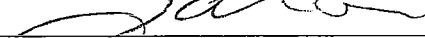
In respect of works consisting of Change in use – vacant to auctioneering facility

DECISION

The development as specified in Application No. D2018.069 has been:

- APPROVED**
- APPROVED** subject to the following conditions: (see reverse side)
- REFUSED** for the following reasons: (see reverse side)

DATE OF DECISION: August 17, 2018

SIGNED: 
Tara VanBellen, Development Officer
Town of Claresholm

IMPORTANT NOTES:

1. A development permit issued does not take effect until fourteen (14) days after the notice of decision is published in the newspaper.
2. Notice of approval in no way removes the need to obtain any permit or approval required by any federal, provincial or municipal legislation, order and/or regulations pertaining to the development approved



Approved: Change in use from Vacant to Auctioneering facility where goods are regularly bought, sold, or traded to the highest bidder. The facility may also include viewing areas, transport facilities, spectator seating, and administrative offices. This approval does not include livestock sales or livestock holding pens.

CONDITIONS:

1. All machinery, equipment and materials must be contained within the boundaries of the property and contained/secured in such a manner that prevents such materials from being blown off or scattered from the property.
2. The property must be maintained in an orderly manner with grass and weeds maintained and equipment stored in a neat and tidy manner.
3. The applicant/patrons must access the subject lands from 2 Street East only.
4. A landscaping layout plan (if different from attached) is to be submitted to the satisfaction of the Development Officer. Trees to be planted prior to November, 2018.
5. The lot/parking area at 5521 2 St West shall be constructed (gravelled) and maintained in a manner that will permit adequate drainage, snow removal & maintenance directed to storm drains (on or within property lines).
6. Any permanent parking lease agreements (solutions) for off-site parking are to be completed and provided to the Town of Claresholm within 12 (twelve) months.
7. Fencing shall be required and constructed according to requirements in schedule 7 of the Land Use Bylaw and a plan for fencing submitted to the satisfaction of the Development Officer prior to installation. The fence construction is to be completed by spring (May 2019).
8. Refuse and garbage storage areas shall be effectively screened from the public view by a fence enclosure, bins and/or landscaping and contained/secured in such a manner that prevents such materials from being blown off or scattered from the property.
9. Approval of this application does not include any new signs. The owner/tenant is responsible to obtain any relevant permits in regards to signage.



REQUEST FOR DECISION

Meeting: November 13, 2018
Agenda Item: 12

JOINT WORK SITE HEALTH AND SAFETY COMMITTEE

DESCRIPTION/BACKGROUND:

The Alberta Occupational Health and Safety (OHS) Act establishes minimum standards for health and safety practices in Alberta workplaces. The province undertook a review and changes to the Act took effect June 1, 2018. There are a number of changes to the Act that affect employers, one of which is the requirement for the employer to establish a joint work site health and safety committee. Section 16(1)(a) reads:

“Part 3

*Joint Work Site Health and Safety Committees and Health and Safety Representatives
Establishment of joint work site health and safety committee*

16(1) An employer shall establish a joint work site health and safety committee

- (a) if the employer employs 20 or more workers and work is expected to last 90 days or more, or*
- (b) at any other work site designated by a Director.”*

Membership of joint work site health and safety committee

22(1) A joint work site health and safety committee shall consist of at least 4 persons, of whom at least half represent workers who are not associated with the management of the work site, and

- (a) are appointed*
 - (i) in accordance with the constitution of the union that is the certified bargaining agent or that has acquired bargaining rights on behalf of those workers, or*
 - (ii) if more than one union represents the workers, in accordance with an agreement among all of those unions, or*
- (b) where no union exists, are persons selected by the workers they represent.”*

The Town of Claresholm currently has a Joint Health and Safety Committee (JtH&S) in compliance with the CUPE Collective Agreement Article 23. At the JtH&S meeting held October 4, 2018 the committee structure was discussed and it was determined that the committee should be limited to 4 members in line with the OHS legislation.

RECOMMENDED ACTION:

Administration received notice that CUPE Local 3023 has appointed Randy Keller and Jillian Johnston as the representatives on the committee. Administration is recommending Karine Wilhauk and Brady Schnell be appointed as the employer representatives.

PROPOSED RESOLUTIONS:

Moved by Councillor _____ that the Town of Claresholm establish a Joint Work Site Health and Safety Committee in compliance with the Alberta Occupational Health and Safety Act and designate Randy Keller and Jillian Johnston as the workers appointed by CUPE Local 3023 and designate Karine Wilhauk and Brady Schnell as the employers representatives.

APPLICABLE LEGISLATION:

- 1.) Occupational Health and Safety Act, Statutes of Alberta 2017, Chapter O-2.1

PREPARED BY: Marian Carlson, CLGM - CAO

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: October 25, 2018



Town of Claresholm
Income Statement by Object
October 31, 2018

Revenue	OCTOBER	2018 YTD	2018 BUDGET
Net municipal taxes	1,747.26	(3,426,684.67)	(3,146,234.10) 1
Special assessments	-	(15,842.27)	(15,827.00)
User fees and sales of goods	(285,862.76)	(1,855,707.32)	(2,609,665.00)
Government transfers for operating	(3,859.33)	(257,516.42)	(464,887.00) 2
Investment income	(10,289.52)	(114,267.74)	(60,000.00)
Penalties and costs of taxes	(5,013.68)	(113,066.90)	(161,500.00)
Licenses and permits	(8,277.60)	(91,798.44)	(51,800.00)
Other local government transfers	-	(62,250.00)	(40,600.00)
Proceeds from disposal of capital assets	(178,546.65)	(233,350.05)	(40,000.00) 3
Franchise and concession contracts	(14,655.69)	(175,891.90)	(204,563.38)
Rental	(14,377.06)	(67,278.25)	(105,700.00)
Other	(2,586.96)	(259,989.82)	(308,900.00)
Government transfers for capital	-	(1,203,178.00)	(6,429,023.00) 2
FCSS	(45,119.90)	(211,411.27)	(233,446.00)
	<u>(566,841.89)</u>	<u>(8,088,233.05)</u>	<u>(13,872,145.48)</u>
Expenses			
Salaries, wages and benefits	204,389.77	2,267,095.20	2,849,085.52
Contracted and general services	141,211.11	1,225,395.26	1,674,577.96
Materials, goods, supplies, and utilities	126,100.45	1,012,507.16	1,333,953.00
Bank charges and short-term interest	7.29	(12.77)	800.00
Interest on long-term debt	-	111,116.33	194,974.00
Other expenditures	16,157.57	48,384.01	28,440.00 4
Transfers to organizations and others	22,019.09	326,498.28	330,902.00
Purchases from other governments	-	-	-
Amortization	-	-	2,122,723.29
	<u>509,885.28</u>	<u>4,990,983.47</u>	<u>8,535,455.77</u>
Net Income	<u>(42,849.69)</u>	<u>(3,097,212.42)</u>	<u>(5,336,689.71)</u>
Other			
Transfers to/from reserves	-	-	(217,261.00)
Capital expenditures	1,393,035.92	4,773,737.14	7,787,308.00
Debt Proceeds	-	-	(400,000.00)
Debt Principal Repayment	-	174,204.35	289,366.00
Amortization addback	-	-	(2,122,723.29)
	<u>1,350,186.23</u>	<u>1,850,729.07</u>	<u>-</u>

Notes

- 1** Revenue in excess of budget due to School Tax Requisitions to still be deducted from this line item.
- 2** Government grant revenue (operating and capital) are being reported well below budget. This is primarily due to grant revenue received in 2017 or prior, to be recognized in 2018 (currently recorded as deferred revenue) that won't be adjusted/corrected until year-end.
- 3** Proceeds on disposal of capital assets is well above budget due to the sale of the old water treatment plant land.
- 4** Other expenditures are well above budget due to approximately \$14K bad debt on the sale of a tax recovery property (unrecovered taxes and fees), and additional tax cancellation in relation to the MD's Medical Clinic property.



Claresholm

Town of Claresholm Income Statement by Function October 31, 2018

Revenue	OCTOBER	2018 YTD	2018 BUDGET
Tax and requisition revenue	(26,870.63)	(3,786,127.49)	(3,527,297.48) 1
General administration revenue	(4,595.22)	(190,309.14)	(187,497.00)
Police	(3,721.00)	(30,895.05)	(33,000.00)
Fire	1,000.00	(2,682.00)	(158,575.00) 2
Bylaw enforcement	(5,784.00)	(41,792.67)	(84,400.00)
Roads, streets, walks, lighting	(178,546.65)	(243,334.09)	(41,915.00) 2
Airport	(2,500.00)	(2,500.00)	(5,000.00)
Storm sewers and drainage	-	(1,011,013.77)	(5,537,927.00) 2
Water supply and distribution	(145,454.48)	(1,137,680.12)	(1,772,500.00) 2
Wastewater treatment and disposal	(48,713.12)	(266,843.46)	(380,822.00)
Garbage Collection	(54,409.77)	(341,715.20)	(413,500.00)
Recycling	(22,704.62)	(132,033.60)	(173,500.00)
FCSS	(45,119.90)	(211,411.27)	(233,446.00)
Cemetery	(1,048.81)	(13,453.81)	(17,300.00)
Physician recruitment	-	-	-
Economic development	-	(90,500.00)	(91,500.00)
Land use planning, zoning and development	(6,262.60)	(56,028.44)	(20,500.00)
Parks and recreation	(18,840.80)	(487,523.32)	(1,141,501.00) 2
Culture - libraries and museum	(3,270.29)	(42,389.62)	(51,965.00)
	(566,841.89)	(8,088,233.05)	(13,872,145.48)
Expenses			
Legislative	14,603.97	90,810.93	108,750.00
Administration	100,037.64	1,057,260.14	1,303,084.34
Fire	4,275.84	151,374.70	326,979.05
Bylaw enforcement	8,591.64	88,208.60	157,847.28
Common and equipment pool	44,582.74	411,275.03	543,611.76
Roads, streets, walks and lighting	31,546.83	429,967.92	813,029.16
Airport	417.06	6,749.44	18,174.37
Storm sewers and drainage	250.47	11,586.90	252,705.34
Water supply and distribution	58,963.84	616,594.18	1,641,066.69
Wastewater treatment and disposal	11,574.32	100,880.71	523,994.93
Garbage Collection	22,836.16	298,738.10	387,653.06
Recycling	11,582.64	130,402.43	168,845.07
FCSS	17,714.95	201,207.71	254,665.08
Daycare	12,734.00	31,835.00	38,202.00
Cemetery	916.19	16,921.91	30,301.68
Physician recruitment	-	9,000.00	10,000.00
Economic development	70,550.87	192,021.59	345,110.20
Agriculture - weed and pest control	140.50	12,918.33	48,501.01
Land use planning, zoning and development	7,509.24	165,555.62	182,764.24
Parks and recreation	79,396.01	655,589.80	991,753.44
Culture - libraries and museum	11,660.37	312,084.43	388,417.07
	509,885.28	4,990,983.47	8,535,455.77
Net Income	(42,849.69)	(3,097,212.42)	(5,336,689.71)

Notes:

- 1 Revenue in excess of budget due to School Tax Requisitions to still be deducted from this line item.
- 2 These include capital/grant revenue in these departments that haven't been received or have not been adjusted from deferred revenue.



INFORMATION BRIEF

Meeting: November 13, 2018

Agenda Item: 14

CAMPGROUND ATTENDANT 2019 CONTRACT

After the 2018 campground attendant contract concluded the Town sent out another request for proposals for a new contract for the 2019 season. The deadline for receipt of proposals was October 31, 2018. We had slightly better response to the call for proposals than was received in 2018 with 3 proposals being received. All three proposals were fairly similar in price, though some fairly significant differences in how the contract was being proposed to be carried out, from living on premise to not, and willing to extend the contract through off-season or not.

Administration has awarded the contract to David Bergeron who will be renting and living in the residence on site, and will be there year-round to be able to take bookings and manage campers throughout the offseason as well.

The estimated total cost of the contract will be \$22,000 for the year, as well as the rental of the residents will result in approximately \$9,000 in revenue. These amounts are reflected in the 2019 draft budget.

APPLICABLE LEGISLATION:

- N/A

PREPARED BY: Blair Bullock, CPA, CA – Director of Corporate Services

APPROVED BY: Marian Carlson, CLGM - CAO

DATE: November 7, 2018

Strategies

YEAR 1		Update on Progress
POLICY & PLANNING		
3 Year Operations Plan and 5 Year Capital Plan		
	Complete first official 3 year operating and 5 year capital plan	First 2019 Operational and Capital budget meetings completed with Council in late October which went well. This provides a great base to build financial plans off of. Drafts are completed, though not balanced, still requiring council input on priorities.
Multi Use Community Facility		
	Tender project and begin asbestos remediation	Asbestos abatement has been completed in the new Multi-use building and engineering is underway for the new construction plans.
Intermunicipal Development Plan (IDP)		
	Engage ORRSC to begin public input and policy development	ORRSC contracted to begin project, working on template document.
Intermunicipal Collaboration Framework (ICF)		
	Complete review of current services provided by the Town internally, intermunicipally, or by a 3rd party	2nd ICF meeting with Management of all 6 municipalities within the MD was held on Oct 19th, providing more clarity and direction. Collection and identification of current agreements is undergoing second draft and matching duplications across municipalities. Next meeting scheduled for February 5, 2019. A meeting with superintendents and CAO's from all ICF members is being scheduled for discussions on collaboration and to build new relationships with the new people in these positions.
Industrial Study on Annexed Lands		
	Develop land use policy and regulations pertaining to future industrial and commercial development	"Planning for Growth" project includes market studies and best land use. Policy/Regulations will be within the Land Use Bylaw.
	Develop a concept plan for the 120 acre parcel	WSP has completed concept plan designs, and draft ASP for 160 acre parcel.

Strategies

YEAR 1	Update on Progress
<p>Develop an Area Structure Plan (ASP) for Phase I</p>	<p>ASP for entire 160 acre parcel is on track to be presented to Council at the first meeting of November 2018. Brady has submitted a request to CARES administrators to adopt the scope increase and approve a reporting extension. Initial conversations are accepting of the requests, however we await an official response. This request also includes the addition of Phase-1 Detailed Design work for the Planning for Growth Project, this additional work allows to maximize the grant opportunity however it makes the timelines very tight for WSP. Applying for a reporting extension will automatically extend all project deadlines, which provides security for the Town, however at this stage we continue to hold WSP to the October 29th deadline.</p>
Stormwater Infrastructure	
<p>Complete scope change to Phase I to include golf course corridor and connection to Centennial Park</p>	<p>Infrastructure services has finished the operational and Capital plans required and the focus is now on Storm water Infrastructure improvements. Funding has been applied for phase II, of the Storm Master Plan. Work is underway on the completion of the storm pond and channel improvements in the golf course during the closed season. The Town has also removed the goldfish that were in the Town's storm ponds on the golf course.</p>
<p>Reapply for Alberta Community Resilience Program grant for Phase 2</p>	<p>Application was completed and submitted before the end of September - Awaiting response.</p>

Strategies

YEAR 1	Update on Progress
Development Processes	
Provide online service to streamline permit process	Bizpal initiated and added to the website. All permitting/contact info/ bylaws on website. Email applications accepted with e-transfer payments also accepted. Project complete. (Will continue to update as required)
ECONOMIC & COMMUNITY DEVELOPMENT	
Support the Economic Development Committee	
Develop a 3 year Business Plan	The EDC will be undergoing a strategic planning session on October 10th to develop and align the committee goals with the recently adopted Strategic Plan of Town Council.
Develop a Strategy for Challenging Land Owners	
	With the help of local realtors, building and landowners, Brady has began drafting a living-working document that works to identify all building and land opportunities for rent, lease, or purchase, in and around Claresholm. This includes points of contact, history, pricing, and challenges existing. Systems are being created to assure that this document remains as up to date as possible, these include EDO notifications for any commercial change in utility billing or ownership, notifications for any new business licensing, and monthly contact calls with local realtors.
Revitalize Downtown and Highway Corridor	

Strategies

YEAR 1	Update on Progress	
	Gateway signs, mural maintenance	Brady has submitted a new application for a sign modification permit from AB transportation. Previous applications from hired design team were not approved by EDC, and then a subsequent application was not approved by AT. Brady has found a new design guy who has assisted. There is a 4 week delivery time required for these custom fit high quality, await permit approval to place the order. This project will be completed before the end of the year.
Develop Residential Land Resulting In Diverse Housing		
	Work with landowners to identify opportunities	Brady continues to build relationships with landowners and gain a better understanding of price and availability.
Develop Light Industrial (Annexed Lands)		
	Develop land use strategy that takes into account highest and best use	WSP and Watson Economists are working to complete the supporting documents by the end of October 2018.
	Undertake an Opportunities and Constraints analysis	WSP and Watson Economists are working to complete the supporting documents by the end of October 2018.
	Develop logical phasing plan to phase development	Working with planners, engineers and town infrastructure to determine what infrastructure upgrades will be required.
	Develop a Financing and Cost Sharing Model	WSP and Watson Economists are working to complete the supporting documents by the end of October 2018.
	Undertake a market analysis	Market analysis is complete, await the rest of the documents to build a robust plan moving forward.

Strategies

YEAR 1		Update on Progress
GOVERNANCE & INTERNAL OPERATIONS		
Ensure Ongoing Public Participation		
Quarterly Open Houses		ASP for Annexed Industrial/Commercial Land Open House held September 18, 2018
Create opportunities for meaningful public participation as per the Public Participation Policy #COUN 05-18(a)		
Administration and Council Policies		
Redevelop the numbering and organization of policies for efficiency		Review of policies is in progress. General administration section being prepared to present to the Admin Services Committee. Was delayed due to priority on 2019 budget and CUPE Negotiations. Hoping to present still in November to Admin Services Committee
Begin review and updating of current policies		Review of policies is in progress. General administration section being prepared to present to the Admin Services Committee. Was delayed due to priority on 2019 budget and CUPE Negotiations. Hoping to present still in November to Admin Services Committee
Address Legislative Changes in a Timely Fashion		
Develop tracking worksheet to identify changes required and progress		IDP and ICF are only remaining projects to complete to adhere to the amendments to the Municipal Government Act.
Review and update Bylaws		Ongoing
Ensure ongoing training for qualified operators/staff		Recommendations are prepared for review during 2019 budget discussions.

Strategies

YEAR 1	Update on Progress
Expansion of Pathways	
Complete pathway on 8th Street West from 59 Ave West to Derochie Drive	Completed
Complete pathway from Porcupine Hills Lodge to Patterson Park	Completed
Complete pathways and access road system at Stormwater Management Facility	Completed

Strategies

YEAR 1		Update on Progress
Improvement of Parks		
	Continue improvement and upgrade of parks as identified in the Parks and Recreation Master Plan	Signage to install. Garbages budgeted for in 2019. Benches to be added in the future. Looking for service clubs to donate. Trees have been planted in 2018 to replace the dying trees.
Support the Arts Community		

COUNCIL RESOLUTION STATUS

Regular Scheduled Meeting - May 14, 2018				
14	CORRES: Claresholm & District Transportation Society - Moved by Councillor Schulze to refer discussion on tax tokens to Administration for further research and information and to report back to Council, and also have the Claresholm & District Transportation Society come and make a presentation to Council as a Delegation if possible. CARRIED MOTION #18-067	Blair/Karine	Transportation Society was to present to Council as a Delegation on September 10, 2018 but has asked to postpone to a later date.	In progress
22	RFD: Increase of 70 km/h zone - Moved by Councillor Schulze to apply for speed zone extensions from Alberta Transportation as follows: Move the 70 km/h zones from their current locations; 200 meters north and south, which effectively stretches the 50 km/h zones 200 meters north and south, on Highway #2 in Claresholm, on both north and south bound lanes. CARRIED MOTION #18-076 NOTE: Copy to be sent to MLA Pat Stier	Jason	Request for changes sent to Alberta Transportation by email 2X, conversation scheduled with Transportation Minister at AUMA Sep, 2018	In progress
Regular Scheduled Meeting - October 9, 2018				
17a	IN CAMERA: LAND - Moved by Councillor Zimmer to accept the offer to purchase from Jay Gustman for the property described as Lot N ptn. 20, Block 1, Plan 147N located at 4712 – 2nd Street West, in the amount of \$6,000.00 (no GST) with amendments as discussed. CARRIED MOTION #18-163	Tara	Agreement signed	Complete
Organizational Meeting - October 22, 2018				
5	Proposed Committee Organization & Structure - Moved by Councillor Cutler that the proposed Committee Organization and Structure be accepted as amended. CARRIED	Karine	Committee listing updated	Complete
Regular Scheduled Meeting - October 22, 2018				
1	BYLAW #1654 - Moved by Councillor Cutler to give Bylaw #1654, the Cannabis Consumption Bylaw, 2nd Reading. CARRIED Moved by Councillor Schlossberger to give Bylaw #1654, the Cannabis Consumption Bylaw, 3rd & Final Reading. CARRIED	Karine	Bylaw printed & signed	Complete
2	BYLAW #1655 - Moved by Councillor Zimmer to give Bylaw #1655, the Smoking Bylaw, 2nd Reading. CARRIED Moved by Councillor Schulze to give Bylaw #1655, the Smoking Bylaw, 3rd & Final Reading. CARRIED	Karine	Bylaw printed & signed	Complete

3	BYLAW #1656 - Moved by Councillor Moore to give Bylaw #1656, the Community Standards Bylaw, 2nd Reading. CARRIED Moved by Councillor Carlson to give Bylaw #1656, the Community Standards Bylaw, 3rd & Final Reading. CARRIED	Karine	Bylaw printed & signed	Complete
4	Delegation Response: Moved by Councillor Carlson to grant the Claresholm Skatepark Association \$1,000 towards creating a design concept plan for a new skatepark. CARRIED MOTION #18-166	Karine	Letter & cheque sent	Complete
6	CORRES: Oldman Watershed Council - Moved by Councillor Zimmer to support the Oldman Watershed Council with a donation of \$1,701 to continue their efforts towards watershed health in our region. CARRIED MOTION #18-167	Karine	Letter & cheque sent	Complete
7	CORRES: Willow Creek Continuing Care Centre - Deputy Mayor Brad Schlossberger will attend the 30th Anniversary of the WCCCC on November 22, 2018.	Karine	WCCCC has been notified	Complete
8	CORRES: Claresholm & District Health Foundation - Moved by Councillor Schulze to support the Claresholm & District Health Foundation's 12th Annual Gala to be held November 24, 2018 in the amount of \$500. CARRIED MOTION #18-168	Karine	Payment sent	Complete
9	RFD: Tender Award - Moved by Councillor Schlossberger to accept the tender from Bos Scapes Inc. in the amount of \$401,611.98 plus GST for the Golf Course Frog Creek Drain Upgrades project. CARRIED MOTION #18-169	Blair/Mike	Notified engineers of contract award. Awaiting receipt of official contract documents.	In progress
10	RFD: Community Advertising Program Policy - Moved by Councillor Schulze to adopt Policy #CEDC 10-18, the Community Advertising Program Policy, effective October 22, 2018. CARRIED MOTION #18-170	Karine	Policy distributed	Complete

PREPARED BY: Karine Wilhauk, Finance Assistant

APPROVED BY: Marian Carlson, CLGM – CAO

DATE: November 8, 2018

INFORMATION ITEMS



MUNICIPAL PLANNING COMMISSION MINUTES

October 12, 2018
Town of Claresholm – Council Chambers

Attendees: Brad Schlossberger - Council Member (Chairperson)
Kieth Carlson – Council Member
Sharon Galbraith - Member-at-Large
Jeff Kerr – Member-At-Large

Staff: Tara VanDellen – Development Officer
Darlene Newson – Infrastructure Admin Assistant

Regrets: Doug MacPherson – Mayor

Public Present: Allen Wilcke, Norman and Lynn Bergh

8:32 a.m.	Call to Order /Adoption of Agenda	Motion to adopt the agenda by Sharon Galbraith
		CARRIED

Adoption of Minutes	Motion to adopt the Meeting Minutes By Sharon Galbraith
<ul style="list-style-type: none">September 7, 2018	
	Seconded by Jeff Kerr
	CARRIED

Item 1: ACTION	DEVELOPMENT PERMIT	Motion to approve With amended conditions by Jeff Kerr
	File: D2018.087 Applicants & Owners: Tessie & Anthony Olienick Address: 217 52 Ave West Legal: Lot 4-6, Block 83, Plan 147N Regarding: Secondary suite in rear detached garage	Seconded by Councilor Carlson
		CARRIED

Item 2: ACTION	DEVELOPMENT PERMIT	Motion to approve With amended conditions by Sharon Galbraith
	File: D2018.089 Applicant: D-Com Electric & Communications Ltd. Owners: David & Shannon Yates Address: 333 49 Ave West Legal: Lot 8-9, Block 17, Plan 147N Regarding: Discretionary Use Application: Alternative Energy, Solar	Seconded by Jeff Kerr
		CARRIED



MUNICIPAL PLANNING COMMISSION MINUTES

October 12, 2018
Town of Claresholm – Council Chambers

Item 3: ACTION

DEVELOPMENT PERMIT

File: D2018.085
Applicant: Robert Everett
Owners: Robert & Roseann Everett
Address: 4817 2 A St East
Legal: Lot 5, Block 32, Plan 71V
Regarding: Home occupation – pickup, delivery and taxi services and boosting services.

**Motion to approve
With amended conditions
by Sharon Galbraith**

**Seconded by
Councilor Carlson**

CARRIED

Item 4: ACTION

DEVELOPMENT PERMIT

Applicant & Owner: Genalin Mandac
Address: 5030 6 Street West
Legal: Lot 22 Block 2 Plan 731014
Regarding: Home occupation of cleaning services (offsite) and personal services (Permanent cosmetics – nails, lashes, 1 client per day on-site)

**Motion to approve
With amended conditions
by Councilor Carlson**

**Seconded by
Jeff Kerr**

CARRIED

Item 5: ACTION

DEVELOPMENT PERMIT

File: D2018.088
Applicant: Carina Hoffman
Owners: Roger and Bev Veach
Address: 15 Saddle Mountain Road
Legal: Lot 27 Block 3, Plan 7810389
Regarding: Home occupation – Pet grooming in garage

**Motion to approve
With amended conditions
by Jeff Kerr**

**Seconded by
Sharon Galbraith**

CARRIED

Item 6: Discussion

Land Use Bylaw Amendment

Taken for information

9:50 a.m.

**Motion to adjourn
By Sharon Galbraith**

CARRIED

Next meeting: October 26, 2018 8:30 a.m.

*Member-at-Large Sharon Galbraith resigned. MPC thanked her for her years of service to the commission.

Karine Wilhauk

From: John.Barlow.C1@parl.gc.ca
Sent: Wednesday, October 31, 2018 11:41 AM
Subject: Bells of Peace
Attachments: Bells of Peace.pdf

Hello,

I'm writing on behalf of MP John Barlow to share with you a meaningful and impactful initiative by Veterans Affairs to commemorate the 100th Anniversary of the WWI Armistice. As background, on the evening of November 11th, 1918 "at the going down of the sun" in their local communities, church bells rang out across Canada to announce and celebrate the signing of the Armistice Agreement and the end of the Great War that had devastated so many Canadian families.

On this, the 100th anniversary, Veterans Affairs is asking communities to ring their bells 100 times at the "going down of the sun" on Remembrance Day. Communities are asked to check the time of sunset in their local area to obtain the time to commence the ringing of the bells.

Imagine the wave of bells tolling across the country to mark this momentous occasion; please consider participating in this unique commemoration. Please feel free to share this email with anyone in your community with bells for their consideration as well.

If you have any questions, please do not hesitate to reach out to me.

Sincerely,

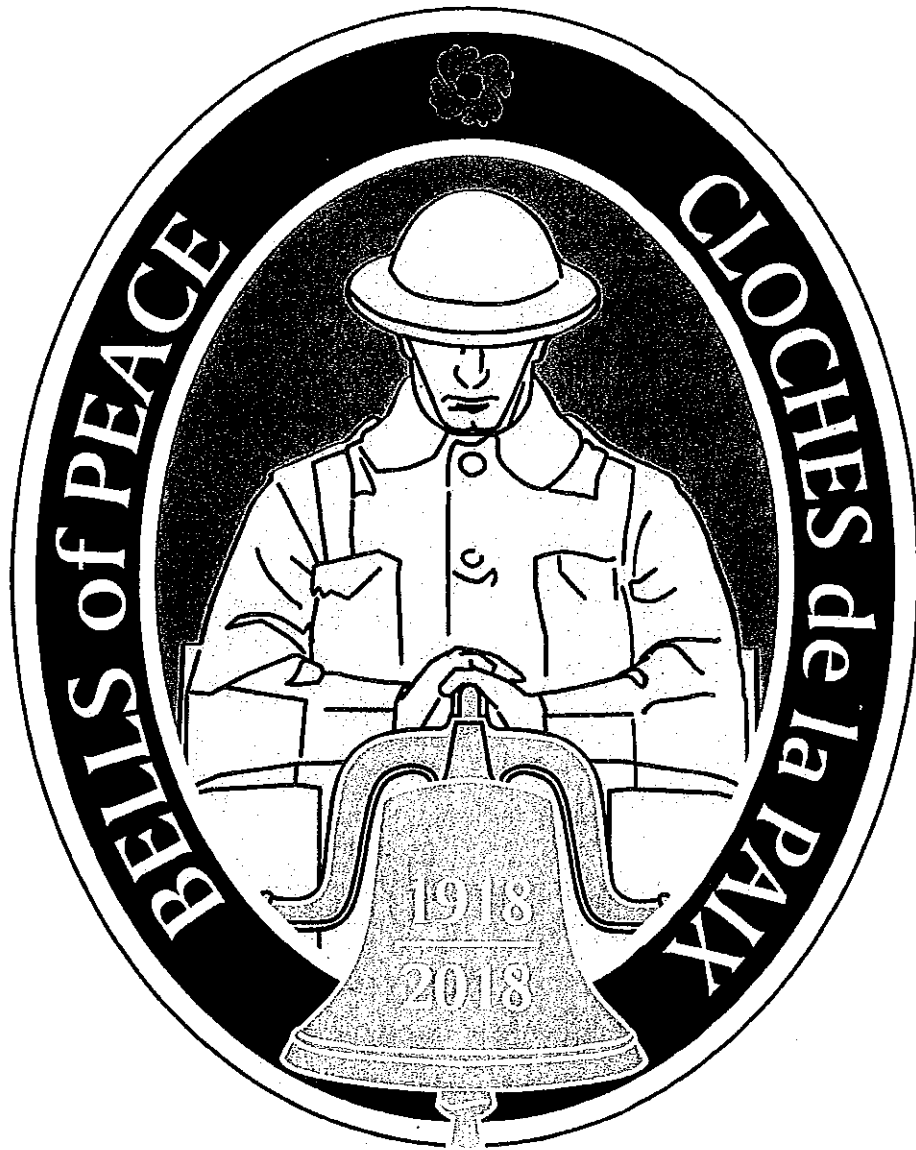


Carrie Fischer

Operations Manager
Office of John Barlow, MP - Foothills
Shadow Minister for Employment, Workforce Development and Labour

PO Box 5448 High River, AB T1V 1M5
Tel: (403) 603-3665 | Cell: (403) 422-0161

**BELLS OF PEACE – A REMEMBRANCE
OF THOSE WHO SERVED IN THE FIRST
WORLD WAR**





INTRODUCTION

The Royal Canadian Legion was born from the ashes of the First World War (WWI). As Canada's largest veterans' organization and in partnership with Veterans Affairs Canada, we have been handed this torch of remembrance by our founders to hold high and to never forget the sacrifices made in the name of Canada and for Canadians.

On 11 November 2018, 100 years will have passed since the signing of the armistice that officially ended WWI. As a tribute to all Canadians that served in this horrific struggle we are obligated to produce a program of remembrance for those from that era — an event that allows Canadians, if only for a moment, to stop, to remember and to feel, perhaps for a second, the joy that peace brought after so much death and destruction. In order to achieve this in such a short period of time, plans will have to be simple, involve all Legion branches and communities across the country and focus on the loss and sacrifice both on the battlefield and at home.

AIM

To create a remembrance event that highlights the sacrifices of Canadians who served in WWI.

DISCUSSION

General

The war to end all wars left an indelible impression on Canada.

Some 619,636 Canadians enlisted with the Canadian Expeditionary Force during the war, and approximately 424,000 served overseas. Close to 61,000 Canadians were killed during the war, and another 172,000 were wounded. Many more returned home broken in mind and body. The Dominion of Newfoundland suffered 1,305 killed and several thousand wounded. Of the more than 172,000 Canadians who reported wounds during the war, medical authorities classified approximately 138,000 as battle casualties. Of the wounded who survived, 3,461 men and one woman had a limb amputated. No reliable method existed for tracking or treating psychological casualties, but authorities identified over 9,000 Canadians as suffering from "shell shock". (<https://www.warmuseum.ca/firstworldwar/history/after-the-war/legacy/>)

This was an enormous contribution from a population of just under 8 million in 1914. Approximately seven percent of the total population of Canada was in uniform at some point during the war, and hundreds of thousands of additional Canadians worked on the home front in support of the war.

If you were to extrapolate from the numbers listed above, it could be claimed that the majority of the population in Canada at that time was touched in some capacity by the war. Further to this



you could also state that there were at least 425,000 families that were intimately affected as their loved ones faced the brunt of the tragedy that is war.

If we are to remember those that fought, we need to drive home the message of the horror of war and its effect on the society that wages it. That includes the families that had to live with the unknown and after the war with the after-effects related to those who returned with injuries both visible and invisible.

Remembrance Event – The Ringing of Bells

Bells call us to wake, to pray, to work, to arms, to feast and, in times of crisis, to come together. "On November 11, 1918, the ringing of church bells erupted spontaneously across the country, as an outpouring of relief that four years of war had come to an end. (BBC news <http://www.bbc.com/news/uk-41957521>)."

The Bells of Peace initiative is designed to emulate that moment of remembrance in honour of our veterans who served in WWI.

Components

In order to create a unified remembrance action in Canada it is proposed that all communities in Canada who possess a bell(s) participate in this activity as follows:

- Engage all communities, the military and churches in this endeavor.
- The bell(s) would be tolled 100 times,
- Each community/bell would start the ringing at the going down of the sun on 11 Nov as per the sunset timing in their area.
- Several communities will be asked to enhance this remembrance activity to highlight a significant historical event within the context of WWI (see coordinating instructions),
- Legion branches should lead the way in the communities where they are located.
- As a prelude to this event we would like to see Canadian school children search out those that served in WWI and place a small Canadian flag on that person's grave.
- Share your images or videos online using #100Bells or uploading to the Woobox campaign page.

DANNY MARTIN

Deputy Director Corporate Services/

Directeur adjoint – Services organisationnels





The Royal Canadian Legion Dominion Command

La Légion royale canadienne Direction nationale

86 Aird Place, Ottawa, K2L 0A1

T: 613-591-3335 ext 249

Toll free: 1-888-556-6222

legion.ca



Memoriam Eorum Retinebimus (We Will Remember Them)

**NOTES REGARDING THE CENTENARY
REMEMBRANCE DAY COMMEMORATIONS
PREPARED BY THE GREAT WAR CENTENARY ASSOCIATION
FOR CITY COUNCIL, COMMITTEE OF THE WHOLE
SEPTEMBER 11, 2018**

As the centenary of the Armistice of the Great War approaches, we would like to draw your attention to a grass-roots movement to help our communities fittingly commemorate this significant anniversary. Our aim is to create acts of remembrance that highlight the sacrifices of Brantford, Brant County and Six Nations of the Grand River Territory during this global conflict.

It is fitting for the City of Brantford to properly recognize these sacrifices with enhanced commemorative events surrounding the traditional Remembrance Day service on this important anniversary. The GWCA, the Royal Canadian Legion, Branch 90, along with several other like-minded heritage organizations, fully support enhanced Remembrance Day programming consistent with the **Battle's Over Program** and the **Bells of Peace** initiatives launched in the United Kingdom and suggested by the Dominion Command of the Royal Canadian Legion.

In accordance with the above, we request that:

- The City of Brantford have street-light pole banners bearing images of local Great War soldiers and nursing sisters, designed to mark this occasion, and;
- The City formally recognize the names of the men from our community who were killed during the First World War but who were omitted on the Brant County War Memorial.

As the hundredth anniversary approaches, it is important that we properly respect its significance. At the time, the Great War was believed to be a 'war to end all wars' and men and women from our communities made the ultimate sacrifice for a cause much greater than themselves. Let us take this day to solemnly honour this loss with these special acts of remembrance.

Enhanced Remembrance Day Events – Tentative Times

November 10-11

Cadet Vigil

6 pm – 5:55 a.m. Cadet Vigil and names of WW 1 killed projected onto cenotaph

November 11

Battle's Over

5:00 a.m. Battle's O'er, Piper's lament

7:00 a.m. Grace Anglican Church Open House (Heritage Organizations)

10:00 a.m. People's Procession to Cenotaph from Grace Anglican Church

Remembrance Day Service (taken from 2017 City website)

10:00 a.m. Veterans and organizations taking part in the Parade are asked to arrive at Harmony Square, 89 Dalhousie Street, Brantford, by 10:00 a.m. due to road closures.

10:20 a.m. Inspection of Honour Guard at Harmony Square

10:45 a.m. Parade leaves Harmony Square for the Cenotaph at the Brant County War Memorial.

11:00 a.m. Civic Service of Remembrance at the Cenotaph, located at the Brant County War Memorial, Brant Avenue and Dalhousie Street, Brantford

Bells of Peace

4:55 pm Last Post

4:55 pm Beacons of Light/Poppy Drop

5:00 pm Bells of Peace (Grace Anglican and other churches to toll bells 100 times)

5:05 pm A Cry for Peace Around the World (David McKee)

Battle's Over – 5 a.m.

An individual piper will commence the day's commemorations with the traditional Scottish lament played at the end of battle – Battle's O'er. Bagpipes playing at 5a.m. coincides with the 11th hour in Belgium and France.

Grace Anglican Church Open House – 7-10. a.m.

Local heritage groups will have displays which highlight the service and sacrifice of the men and women from Brantford, Brant County and the Six Nations of the Grand River Territory who served in World War One.

People's Procession – 10.05 a.m.

A community's thank you. Community members will be encouraged to walk together from Grace Anglican Church to the Brant County War Memorial from Grace Anglican via West St.

Remembrance Day Service at Cenotaph – 11 a.m.

Last Post – 4.58 p.m.

An individual bugler will sound this historic tribute commemorating those who have been killed in war.

Beacons of Light/Poppy Drop (Projected) – 4.58 p.m.

Community members will light a candle symbolizing the end of darkness of war and a return to the light of peace. Falling poppies will be projected onto the side of the Cenotaph.

Bells of Peace – 5.00 p.m.

To create a unified remembrance action in Canada, Dominion Command of the Royal Canadian Legion proposes that all communities in Canada who possess bells, participate in this activity as follows: Toll the bells 100 times, to mark the centenary at the going down of the sun on November 11 as per the sunset timing in their area.

A Cry for Peace – Immediately after the Bells Toll

One hundred town criers throughout the UK, Commonwealth and other countries around the world join together in an international cry for peace – our own David McKee will do this on behalf of the city of Brantford.

CLARESHOLM AND DISTRICT TRANSPORTATION SOCIETY
Board of Directors, Sept 14, 2018

ATTENDEES: Brydon Saunders – Lay Representative
Howard Paulson – Lay Representative
Brian Comstock- Lay Representative
Josee Meston - Wandering Willows
Ian Sundquist – M. D. of Willow Creek
Mike McAlonan – Lay Representative
Arlette Heck – Town of Granum
Lise Schultze – Town of Claresholm
Lyal O’Neill - CAO

REGRETS:
Bob Thompson, Claresholm Senior Centre
Jason Schneider – Vulcan County

Howard Paulson-Chair called the meeting to order at 10:30 am.

1.0 APPROVAL OF AGENDA

Moved by Josee Meston to accept the agenda as presented.
Carried.

2.0 APPROVAL OF MINUTES

Moved by Lise Schultze that the minutes of the **June 29, 2018 and August 30, 2018** be accepted as presented. Carried.

3.0 BUSINESS ARISING

- 3.1 Claresholm Parade – had two vans in parade.
- 3.2 Wandering Willows Society bus proposal - Attendees from Wandering Willows Society were – Val Hall, Mike Edwards, Ed Vegter, Helen Johnson, Carmelle Steel, Shirley Isaacson and Iris Fletcher from the Ladies Auxiliary.
Presentation regarding Wandering Willow concerns about liability in operating the bus and whether it is still in their mandate.

Moved by Arlette Heck to accept the transfer of ownership of the Wandering Willows bus by October 1, 2018. Motion Carried.

Motion by Wandering Willows Society to transfer ownership of the bus to Claresholm and District Transportation Society by October 1, 2018, free of all incumbrances. Motion Carried.

Moved by Brydon Saunders to apply for insurance coverage

from Co-operators Insurance \$4317.00 per year for 2 Million liability and to increase this up to 5 Million liability. Motion Carried.

Signage: Remove large W.W. signs from bus and replace with smaller W.W. and Ladies Auxiliary signs – Donated By: Lyal will email sign info for approval.

4.0 CORRESPONDENCE

1. Claresholm & District Health Foundation – will not support our request for funding.
2. Community Foundation – Lyal will meet with Charleen Davidson to discuss the endowment fund. Lyal will also discuss about a grant for wheelchair lift for the bus.

5.0 REPORTS

1. Financial Report – Lyal Moved to accept the financial report as presented. Quiet summer months resulting in reduced cash flow. Inter Facility transfers are down. Committee to discuss funding options Carried.
2. CAO/Resolution Status Report- Lyal Moved to accept the report as presented. Carried.
3. Fundraising Report –.
4. Chairmans Report – Moved to accept the report as presented by Howard Paulsen. Carried.

6.0 OLD BUSINESS

1. None

7.0 NEW BUSINESS:

1. Cheque Detail – Cheque Detail for July, August 2018 presented by Lyal For information.
2. Moved by Ian Sundquist to set up a Finance Committee to meet and discuss funding and cash flow. Motion Carried.

NEXT MEETING DATE at CGH/Multipurpose room at 10:30 a.m.
Oct 19, 2018.

The meeting was adjourned by Brydon Saunders at 11:45 a.m.

SIGNED:

SIGNED:

:



Claresholm & District Chamber of Commerce

Executive Meeting Minutes

Wednesday, September 12, 2018

Present: Amanda Zimmer, Lorraine Norgard, Shauna Anderson, John Corlett, Lauren Billey, Tony Walker, Brad Schlossberger, David Richardson, Keith Armstrong, Brad Toone & Brady Schnell.

Absent: Todd Buhmiller and Lori Beazer

1. Call Meeting to Order

Amanda called the meeting to order at 5:20 p.m.

2. Acceptance/Additions to Agenda

The agenda was accepted as amended on a motion made by Tony Walker, seconded by Brad Schlossberger, carried.

- 5.16 Cardston Member – Amanda
- 6.2 Decals for Windows – Lorraine
- 6.3 Christmas Concert – Lauren
- 6.4 Old Fashioned Christmas – Amanda

3. Approval of Minutes

The minutes of August 1, 2018 were circulated and approved on a motion made by Tony Walker, seconded by Lauren Billey, carried.

4. Treasurer's Report

Lorraine reviewed and moved acceptance of her financial report up to August 31, 2019, seconded by David Richardson, carried. The Trade Fair account is amalgamated into the general account now. Tony & Lorraine have agreed it is impossible to do a budget for this year, as new events are being announced at each meeting without dollars being projected. Agreed we cannot do up a budget this year.

Discussion on cell phone costing us \$10.50/month and no one is using it. Amanda moved that we cancel the cell phone, 2nd by John Corlett, carried.

We have 84 members to date.

5. Old Business

5.1 Small Business Week & Awards Update

We have receive lots of nominations for the five awards. Each nominee received a package they need to complete and return to the committee. The awards night will be held October 17 (in lieu of a meeting) at Putters. Doors open at 6, supper at 6:30 and awards at 7:15 pm.

5.2 Frames

Lorraine received a quote from Shannon that if other members want to buy their own frames, the basic price is \$65.00 and they can personalize them if they like for more money. Lorraine will order more frames from Shannon for next year.

5.3 Roles & Responsibilities

We have contacted Tracy @ ACC many times – awaiting a reply.

Ongoing

5.4 Trade Fair Committee

Committee has met and is underway. Committee Centre is booked for Feb 1 & 2, 2019. Shauna asked if the Trade Fair is only for retail businesses, as it would be good to include homebased businesses to participate, but the rate would need to be more economical for them. The following suggestions were made for the Trade Fair Committee to ponder:

- Early bird registration discount
- Reduced price for homebased companies (1 table vs a booth)
- Extend to Fort Macleod & Nanton Chambers to participate as well.
- Advertise also to Stavely & Vulcan area for businesses.
- 20 tables and 20 booths?

5.5 Vision Building & Executive Handbook

Amanda felt we could do our vision building without leadership of Karen. Lorraine to circulate documents from last time and all are to review and come to next meeting to work on.

Nothing done on Executive Handbook as need the documents from ACC to start out on.

5.6 Inventory/Asset List

Tabled as too busy with other projects at the moment but will do.

5.7 Learning Sessions – Claresholm Business Conference

Business Conference coming up September 21 & 22. So far interest and participation has been lower than we had hoped for.

5.8 Chamber Display Board

Amber has received very little feedback; ongoing.

5.9 Promotional Game of Claresholm

Keith reported that him & Todd have not had a chance to meet, but when do and have some news we will bring back up on the agenda.

5.10 Post Cards

All agreed we need to increase awareness that postcards are available for sale.

5.11 Postage Stamps

All agreed we need to increase awareness that postage stamps are available for sale.

5.12 Fair Days Chamber Parade Float

It went very well. Amanda will send a thank you to Foothills Ford for lending us the trailer. John said they ran out of candy, so could use more next year.

5.13 Welcome Package

We need to do up a welcome package to present to new businesses to Claresholm, Stavely & Granum.

- 5.14 Alberta Culture Days
They need help to set up September 27th at 7 pm. Please go to help if you can.
- 5.15 Survey
Only 11 responses; little info received.
- 5.16 Cardston Border Crossing
Tony will write a letter of support from our Chamber, to the Town of Cardston.

6. New Business

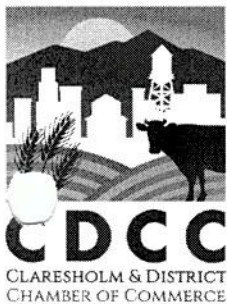
- 6.1 Fall Advertising
Tony moved we advertise for the 3 fall community advertisements, seconded by David, carried.
- 6.2 Decals for Windows
A customer had mentioned it would be nice if Chamber members had a decal in their window or door showing they were a member of the Chamber or not. Discussion of whether that would increase business, or not? We will find out a price and review at the November general meeting.
- 6.3 Lights & Christmas Concert
Lauren presented her idea to promote businesses to light up the fronts of their buildings for Old Fashioned Christmas night. After lengthy discussion it was agreed that the winner will receive 2019 free Chamber membership, photo in paper and a large prize ribbon & certificate. Lauren moved we donate \$100.00 to the Station for lights, seconded by Brad Toone, carried. Shauna moved there be only 1 winner, 2nd by Lorraine, carried. Lorraine will look after having the ribbon made at Crafts where she works.
- 6.4 Old Fashioned Christmas
Amanda reported that the wagon rides are booked.

7. Next Meetings

- 7.1 General Membership Meeting: September 19, 12:00 noon at Putters
- 7.2 Executive Meeting: October 11 at Douro's.

8. Adjournment

David Richardson adjourned meeting at 6:59 pm.



Claresholm & District Chamber of Commerce

Executive Meeting Minutes

Thursday, October 11, 2018

Present: Amanda Zimmer, Lorraine Norgard, Shauna Anderson, John Corlett, Lauren Billey, Tony Walker, Brad Schlossberger, David Richardson, Keith Armstrong and Brady Schnell

Absent: Todd Buhmiller, Brad Toone & Lori Beazer

1. Call Meeting to Order

Amanda called the meeting to order at 5:25 p.m.

2. Acceptance/Additions to Agenda

The agenda was accepted as amended on a motion made by Tony Walker, seconded by Lorraine Norgard, carried.

5.10 Cell Phone Revisited – Lorraine

6.2 Trade Fair Advertising and News out about it – Lorraine

6.3 Exercise Equipment Grant & Museum Grant Surveys - Lorraine

3. Approval of Minutes

Lorraine apologized that the last two sets of minutes were not done, as she had thought they were.

4. Treasurer's Report & Memberships

To date we have 85 members joined, which makes 15 new this year. Agreed we are not able to do a budget as new events are announced monthly without financial consideration given. We will do our 2019 budget in reflection of 2018's actuals.

5. Old Business

5.1 Small Business Week & Awards Update

We have only sold 25 tickets so far. Amanda will send invitations to all the new businesses and reminders to all members.

5.2 Welcoming New Business – Present at Business Awards?

Covered in 5.2 above.

5.3 Roles & Responsibilities

We have contacted Tracy @ ACC many times – awaiting a reply. Ongoing

5.4 Vision Building & Executive Handbook

Agreed to take Executive Handbook off of this agenda and look at again after AGM. April 2019

5.5 Learning Session

Cannabis Info Night, November 27 6:30 pm. Lorraine to book the Legion. Partnership with EDO. More info to come. Reach out to Tracey Acorn for active Chambers to teach/talk to us.

5.6 Chamber Display Board

Amanda feels it is progressing.

- 5.7 Promotional Game of Claresholm
Take off agenda until progress is made.
- 5.8 Postcards
Ongoing. Remove from further agendas.
- 5.9 Stamps
Ongoing. Remove from further agendas.
- 5.10 Cell Phone
Previously we made a motion to cancel the cell phone based on the input we knew at the time. Tammy had asked for the cellphone back as she used it while organizing the Trade Fair last year. David Richardson moved we retain the cell phone, seconded by Lorraine. 3 for, 4 against, defeated. Amanda has the phone with her, and will turn it in.
- 5.11 Old Fashioned Christmas
November 30th. Journeys is not participating this year for the Santa Claus pictures piece. Amanda will arrange a Santa for pictures to be done either at Museum with hot chocolate or the Seniors Centre.

We also need to create a flyer to send to businesses regarding the decoration contest.

- 5.12 Trade Fair
Committee consists of Tony Walker, Tammy Morrison, David Richardson, Todd Buhmiller and B Schlossberger. They are meeting tomorrow and everyone is welcome to forward ideas to Tony.

6. New Business

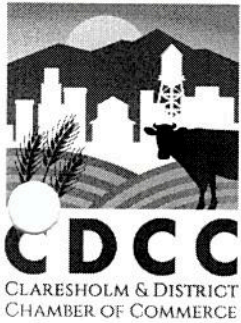
- 6.1 Exercise Equipment Grant & Museum Grant Surveys
Lorraine received finalized package from Donna Courage that the Exercise Grant is complete and has been accepted. Lorraine received an email to complete a short survey regarding the Museum Grant and the Exec do not see a need to complete the survey.
- 6.2 EDO News
Brady reported there are 70 home-based businesses in Claresholm, 23 came for free lunch and to complete surveys. Brady would like to do the same with regular businesses to get their feedback.
- 6.3 What Does the Chamber Do for Me?
Shauna asked if we have addressed or answered this yet, as we have been trying to resolve it since March AGM. How do we answer people when they ask that, when we ask them to join? We need to work on this and resolve for everyone to know.

7. Next Meetings

- 7.1 General Membership Meeting: November 21, 6:30 pm at Cottonwood
- 7.2 Executive Meeting: returning to our regular 1st Friday of each month, so next meeting will be Friday, November 2nd 5:15 pm at the Claresholm Public Library.

8. Adjournment

Tony Walker moved the meeting be adjourned at 7:00 p.m.



Claresholm & District Chamber of Commerce
General Membership Meeting – MINUTES
Wednesday, September 19, 2018
Putter's Restaurant at the Claresholm Golf Club

Present: Amanda Zimmer, Tony Walker, Lorraine Norgard, Brad Schlossberger, Rob Vogt, Keith Armstrong, David Richardson, John Corlett, Roger Reid, Ali Shivji, Karen Needham, Brady Schnell, Mike Thrun, Iqbal Normohamed

1. Call Meeting to Order

The meeting was called to order at 12:10 pm by Amanda Zimmer.

2. Acceptance/Additions to Agenda

The agenda was approved as modified, on a motion made by Tony Walker, seconded by John Corlett, carried.

3. Approval of Minutes

Tony Walker moved acceptance of the June 20, 2018 minutes, seconded by David Richardson, carried.

4. Treasurer's Report

Treasurer's report to August 31, 2018 was presented and reviewed. Lorraine moved acceptance of her report, seconded by Keith Armstrong, carried.

5. Member's Business Presentation

Tony Walker presented on Community Futures Alberta Southwest, for Rural Canada. They have 27 offices in Alberta, and lend money for small business opportunities. His office is in Fort Macleod and covers the areas of Picher Creek, Cowley to Cardston, Lethbridge and Stavely and all in-between. They are non-profit and have a budget of \$1 million. There is a board of 7-8 people and 3 employees. They engage & develop in community and business resources. They also provide coaching. Services can be individualized and have many resources available to help. They work with clients monthly to help out and stay on track and provide guidance if needed. They believe in enhancing and creating small business. Website is www.southwest.albertacf.com.

6. Old Business

6.1 Post Cards & Postage Stamps

Amanda reminded everyone that we have postcards and postage stamps for sale. She has them at the Claresholm Local Press, for those who would like to purchase them and/or sell in your business.

6.2 Regular Meeting Schedule and/or Time Review and/or Locations

Very small response from survey. Evening meetings were the slight majority, so will take that into consideration when booking future general meetings. Thanks to those that did respond.

6.3 Claresholm Business Conference – Sept 21 & 22

Tickets are still available for the business conference this weekend. Contact Amanda or Brady Schnell for tickets.

6.4 Small Business Week & Awards Update

Small Business Week takes place week of October 15-19. The Chamber will be hosting our Business Awards October 17th at Putters, in place of a general meeting.

6.5 Chamber Display Board

Amanda reminded Chamber members to supply her with their business cards and handouts to attach to our Chamber Display Board. This board is visual at various events around town.

7. New Business

7.1 Christmas Frontage Contest with Old Fashioned Christmas

The Christmas Frontage Contest will be held in conjunction with Old Fashioned Christmas night, November 30th. Contest details will be finalized and businesses will need to register in order to compete and be judged. More information to come forward.

7.2 CDCC Frames

This year we presented newly designed frames to our first time members, which were created by Willowtree Designs. The frames will be presented the night of the Small Business Week awards. All businesses are welcome to purchase frames from Shannon and personalize matting and/or color to their liking.

8. Standing Item

8.1 Liaison to Town Council

There was an open house held last night with 35 people attending and Town Council received positive feedback. The Chamber will be hosting a candidates' forum on October 12 at the Legion. The bi-election will be held on October 15. There are three candidates for this bi-election. Iqbal volunteered to moderate it. John Corlett moved we budget \$200.00 for refreshments, for the candidates forum, seconded by Lorraine, carried.

9. Next Meeting

9.1 General Membership Meeting: Wednesday, November 21, 2018 6:30 pm, location TBD

9.2 Executive Meeting: Thursday, October 11th at 5:15 pm at Douro's.

10. Adjournment

The meeting was adjourned at 1:15 pm by Tony Walker.

- | | |
|--|---|
| 10. REDA Chairs meeting with Minister | AlbertaSW has completed the Document Review requirement toward accreditation. Board reviewed requirements for the Site Visit. |
| 11. EDA Ministry Dinner | This annual event will be held October 25, 2018. Bev will attend as an EDA Board Member. |
| 12. Summit on the Business of Outdoor Recreation | A draft agenda is now available for this event December 4-5 in Whitefish MT; would welcome more Alberta representation. |
| 13. Community Projects | Accepted as information. |
| 14. Townfolio | First group of communities is completed. Please advise Bev if you need more information for your councils. |
| 15. Executive Director Report | Accepted as information. |
| 16. Round table updates | |
| 17. Board Meetings: <ul style="list-style-type: none">➤ November 7, 2018-Claresholm➤ December 5, 2018-TBD | Bev will see if the Board can arrange a tour of the Custom Cannabis facility in Claresholm prior to the November 7 meeting. |
| 18. Adjournment | Moved by Jim Bester THAT the meeting be adjourned.
Carried. [2018-10-596] |

Chair

Approved November 7, 2018

Secretary/Treasurer

Alberta SouthWest Bulletin November 2018

Regional Economic Development Alliance (REDA) Update



SAAEP at CanWEA Trade Show

The Southern Alberta Alternative Energy Partnership (AlbertaSW, SouthGrow and Economic Development Lethbridge) had a prominent presence at the CanWEA trade show in Calgary October 24-26, 2018. SAAEP unveiled its new logo and display banner, pictured here, and was also invited to make a presentation about opportunities in the regions.

Our representative, Randolph Seibold, made some first-hand industry contacts which helps increase awareness of opportunities in our regions. This SAAEP work is supported with funding from Energy Efficiency Alberta "Community Energy Capacity Building Program" (CECBP).

UPCOMING

- **Food for Thought** Tuesday, November 27, 2018; 7:30am to 9:30am
Coast Lethbridge Hotel and Conference Centre \$15 per person
<https://chooselethbridge.ca/ticket/view/2226>

Economic Development Lethbridge presents Dr. David Hughes at this informative session on how southern Alberta can take advantage of international trends and leverage its collective strength in the agri-food sector. As demand for plant protein increases around the world, there is a growing opportunity for western Canada.

"As a region, Western Canada exports the majority (65 per cent) of its crop and agricultural resources into global food, beverage, and personal care markets to be broken into ingredients and finished products, which are then imported back into the region." What are some new approaches developing and retaining these value-add opportunities in our regions?

- **2018 Business of Outdoor Recreation Summit**, December 4-5, 2018, Grouse Mountain Lodge, Whitefish MT
The region's first ever Business of Outdoor Recreation Summit will bring together industry and community to discuss ways to promote and strengthen outdoor recreation in Crown of the Continent.
<http://business.mt.gov/Office-of-Outdoor-Recreation>
- **2019 Edition of Invest in Alberta Magazine**, an EDA publication, welcomes advertising from businesses and communities to showcase investment opportunities. Bev has more information.
- **Growing Rural Tourism Conference**, February 11-13, 2019, Camrose Alberta
<http://www.growingruraltourism.ca/>

