TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
OCTOBER 11, 2022
AGENDA

Time: 7:00 P.M.
Place: Council Chambers
Town of Claresholm Multi-Use Community Building, 111 – 55 Avenue West
Livestream: https://www.youtube.com/channel/UCe3OPyLhTzPajvPVAtNL1KA/live

NOTICE OF RECORDING

CALL TO ORDER

AGENDA: **ADOPTION OF AGENDA**

MINUTES: **REGULAR MEETING – SEPTEMBER 26, 2022**

ACTION ITEMS:

1. **CORRES: Environment and Climate Change Canada**
   RE: Seeking Input
2. **CORRES: Hon. Tyler Shandro, Minister of Justice and Solicitor General**
   RE: International Holocaust Remembrance Alliance Definition of Anti-Semitism
3. **CORRES: Alberta Health Services**
   RE: Conversation about Healthcare in Alberta – September 27, 2022
4. **CORRES: Federation of Canadian Municipalities**
   RE: Green Municipal Fund (GMF) Application
5. **CORRES: Municipal District of Willow Creek**
   RE: 29th Legacy of Our Land Banquet – November 4, 2022
6. **CORRES: Royal Canadian Legion Branch No. 41**
   RE: Presentation of First Poppy – October 28, 2022
7. **CORRES; Royal Canadian Legion Branch No. 41**
   RE: 2022 Remembrance Day Ceremonies – November 11, 2022
8. **CORRES: Claresholm & District Health Foundation**
   RE: Request for Support – Oktoberfest
9. **CORRES: 2A Girls Volleyball Provincials hosted by WCCHS**
   RE: Request for Support
10. **CORRES: 3rd Annual Claresholm Haunted House**
    RE: Request for Donation
11. **REQUEST FOR DECISION: Tax Exemption Applications – COPTER**
12. **REQUEST FOR DECISION: Fort Macleod Minor Hockey Arena Fees**
13. **REQUEST FOR DECISION: Rural Immigration Grant**
14. **FINANCIAL REPORT: Statement of Operations August 31. 2022**
15. **INFORMATION BRIEF: FCM Grants**
16. **INFORMATION BRIEF: Speed Limit Survey**
17. **INFORMATION BRIEF: Strategic Plan Report**
18. **INFORMATION BRIEF: Council Committee Reports**
19. **INFORMATION BRIEF: Council Resolution Status**
20. **ADOPTION OF INFORMATION ITEMS**
21. **IN CAMERA:**
    a. **Land – FOIP Section 16**

INFORMATION ITEMS:

1. **Municipal Planning Commission Meeting Minutes – August 19, 2022**
2. **Claresholm Community Centre Association Meeting Minutes – May 31, 2022**
3. **SouthGrow Quarterly Board Meeting Minutes – April 28, 2022**
4. **SouthGrow Regional Initiative Monthly Report for Mayors & Reeves – September 2022**
5. **Claresholm & District Transportation Society Board Meeting Minutes – July 21, 2022**
6. **Claresholm & District Museum Board Meeting Minutes – June 15, 2022**
7. **Claresholm & District Museum Board Meeting Minutes – August 10, 2022**
8. **Alberta SouthWest Regional Alliance Board Meeting Minutes – September 7, 2022**
9. **Chinook Arch Regional Library System Board Report – August 4, 2022**
10. **ORRSC Periodical – Short-term rentals – Fall 2022**

ADJOURNMENT

TOWN OF CLARESHOLM

PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
SEPTEMBER 26, 2022

Place: Council Chambers
Town of Claresholm Multi-Use Community Building, 111 – 55 Avenue West
Livestream:https://www.youtube.com/channel/UCe3OPyLhTzPajvPVAtNL1KA/live

COUNCIL PRESENT: Mayor Chelsae Petrovic, Councillors: Kieth Carlson, Mike Cutler, Kandice Meister, Rod Kettles, Brad Schlossberger and Craig Zimmer

ABSENT: None

STAFF PRESENT: Chief Administrative Officer: Abe Tinney, Finance Assistant: Karine Keys

MEDIA PRESENT: None

NOTICE OF RECORDING: Mayor Petrovic provided notice that live streaming and recording of the Council 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 Petrovic.

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

CARRIED

MINUTES: **REGULAR MEETING – SEPTEMBER 12, 2022**

Moved by Councillor Zimmer that the Regular Meeting Minutes of September 12, 2022 be accepted as presented.

CARRIED

ACTION ITEMS:

1. **BYLAW #1748 – Designated Officers Bylaw**
   RE: 2nd & 3rd Readings

Moved by Councillor Cutler to give Bylaw #1748, the Designated Officers Bylaw, 2nd Reading.

CARRIED

Moved by Councillor Carlson to give Bylaw #1748, the Designated Officers Bylaw, 3rd and Final Reading.

CARRIED

2. **BYLAW #1749 – Bylaw Officer Bylaw**
   RE: 2nd & 3rd Readings

Moved by Councillor Kettles to give Bylaw #1749, the Bylaw Officer Bylaw, 2nd Reading.

CARRIED

Moved by Councillor Zimmer to give Bylaw #1749, the Bylaw Officer Bylaw, 3rd and Final Reading.

CARRIED

3. **BYLAW #1750 – Land Use Bylaw Amendment**
   RE: 1st Reading

Moved by Councillor Zimmer to give Bylaw #1750, a Land Use Bylaw Amendment, 1st Reading.

CARRIED

4. **DELEGATION RESPONSE: Shock Trauma Air Rescue Society (STARS)**

MOTION #22-124 Moved by Councillor Schlossberger to support the Shock Trauma Air Rescue Society (STARS) with a $2 per capita donation for the 2023, 2024 and 2025 fiscal years.

CARRIED

5. **CORRES: National Police Federation**
   RE: Second Edition: Call to Action to the Government of Alberta

Received for information.

6. **CORRES: Rural Development Network**
   RE: Platinum Jubilee Medal (Alberta) Program Nominations

MOTION #22-125 Moved by Councillor Carlson to put two names forward for the Platinum Jubilee Medal (Alberta) Program through the Rural Development Network: Harold Seymour and Doug Leeds.

CARRIED

7. **CORRES: Michael Thomas**
   RE: Claresholm Resident Hosting Ukrainians

Received for information.

8. **REQUEST FOR DECISION: Chinook Arch Regional Library System**

DRAFT

MOTION #22-126 Moved by Councillor Schlossberger to approve the Chinook Arch Library Board 2023-2026 Municipal Levy Schedule as presented.

CARRIED

9. REQUEST FOR DECISION: Fortis Franchise Renewal

MOTION #22-127 Moved by Councillor Cutler to renew the franchise agreement with FortisAlberta for an additional five (5) year term.

CARRIED

10. REQUEST FOR DECISION: FCM Grant – Asset Management System

MOTION #22-128 Moved by Councillor Schlossberger to direct staff to apply for the asset management cohort program opportunity from the RMA, AUMA, and IAMA, and the Town of Claresholm commits staff and other personnel to participating in the asset management cohort program to advance our asset management program, and commit financial support from its budget toward the costs of this initiative for staff travel and accommodation.

CARRIED

11. REQUEST FOR DECISION: FCSS Support Worker for Seniors

MOTION #22-129 Moved by Councillor Meister to approve the Memorandum of Understanding with the Claresholm/Vulcan Coordinated Community Response to Elder Abuse Coalition as presented, for a 0.5 FTE position to work with Claresholm FCSS.

CARRIED

12. INFORMATION BRIEF: Emergency Management Functional Exercise

Received for information.

13. INFORMATION BRIEF: Council Committee Reports

Received for information.

14. INFORMATION BRIEF: CAO Report

Received for information.

15. INFORMATION BRIEF: Council Resolution Status

Received for information.

16. ADOPTION OF INFORMATION ITEMS

Moved by Councillor Cutler to adopt the information items as presented.

CARRIED

17. IN CAMERA:

a. Land – FOIP Section 16
b. Legal – FOIP Section 27
c. Personnel – FOIP Section 17
d. Personnel – FOIP Section 17
e. Personnel – FOIP Section 17

Moved by Councillor Zimmer to go In Camera at 7:36 p.m. for the following items:

a. Land – FOIP Section 16
b. Legal – FOIP Section 16
c. Personnel – FOIP Section 17
d. Personnel – FOIP Section 17
e. Personnel – FOIP Section 17

CARRIED

NOTICE OF RECORDING CEASED: Mayor Petrovic stated that the live stream has ended at 7:36 p.m.

Moved by Councillor Meister to come out of In Camera at 8:21 p.m.

CARRIED

NOTICE OF RECORDING: Mayor Petrovic provided notice that live streaming and recording of the Council meeting would begin again at 8:21 p.m.

d. Personnel – FOIP Section 17

MOTION #22-130 Moved by Councillor Zimmer to approve the HR matter as discussed in closed session.

CARRIED

ADJOURNMENT: Moved by Councillor Meister that the meeting adjourn at 8:22 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Mayor Petrovic noted that recording ceased at 8:22 p.m.

_____ _____

Mayor – Chelsae Petrovic Chief Administrative Officer – Abe Tinney

DRAFT

ACTION ITEMS

Karine Keys

From: SARA [PNR] <SARA.PNR@EC.gc.ca>
Sent: September 29, 2022 10:20 AM
To: md26@mdwillowcreek.com; Karine Keys; cao@stavely.ca
Cc: SARA [PNR]
Subject: Seeking Input on the proposed Recovery Strategy for the Gypsy Cuckoo Bumble Bee_Claresholm Area_CH
Attachments: Summary_proposed Recovery Strategy for the Gypsy Cuckoo Bumble Bee_PRA_F.pdf; rs_gypsy_cuckoo_bumble_bee_e_proposed_LowRes.pdf; GCBB_AdMail_Claresholm_FF_rdc.pdf; GCBB_AdMail_Claresholm_FF_rdc.pdf

Good Afternoon Municipal District of Willow Creek and communities of Claresholm, Stavely, Woodhouse and Granum, (Please forward to Woodhouse and Granum if you have a contact),

We are writing to let you know that Environment and Climate Change Canada is developing a Recovery Strategy for the Gypsy Cuckoo Bumble Bee in Canada, which is listed as Endangered under the federal *Species at Risk Act*. The Gypsy Cuckoo Bumble Bee is a medium sized bumble bee that relies on other (host) bumble bee species (which are also declining) to rear their young. The Gypsy Cuckoo Bumble Bee has been recorded in every province and territory except Nunavut, but has suffered severe declines and almost disappeared from much of its southeastern range. Please see the **attached Summary** for more information.

For all Threatened and Endangered species, Environment and Climate Change Canada must develop a Recovery Strategy that provides information on the species and its habitat, establishes population and distribution objectives, identifies threats, recommends broad strategies to address those threats, and provides a schedule of studies to fill knowledge gaps. If enough information is available, a Recovery Strategy also identifies critical habitat: the habitat needed for the survival, or recovery of a species. Critical habitat for the Gypsy Cuckoo Bumble Bee is partially identified in this Recovery Strategy.

The *proposed* Recovery Strategy for Gypsy Cuckoo Bumble Bee was posted on the Species at Risk Public Registry on September 16, 2022 for a **65-day public comment period that ends** on **Nov 20, 2022.** Following this, we will consider all comments received and work to finalize the document.

- **We invite your review *of the content* of the proposed *Recovery Strategy for Gypsy Cuckoo Bumble Bee in Canada* during this 65-day period**. Your support will help to make this recovery document a success. We have **attached the proposed recovery strategy (reduced resolution**) to this email for your convenience. You may view and/or download a higher resolution version here: https://species-registry.canada.ca/index-en.html#/documents/268

- **If you have comments on the content of the proposed Recovery Strategy, you may submit them by:**

Email: to me at: SARA.PNR@EC.gc.ca **or submit them directly to the SARA Registry here**: RecoveryPlanning-Planificationduretablissement@ec.gc.ca

Or Mail to: Recovery Planning
Environment and Climate Change Canada

15th Floor, Place Vincent Massey
351 St. Joseph Blvd.
Gatineau, QC K1A 0H3

Or call 1-800-668-6767 (toll-free). In your message, please state your name, email address, telephone number, *and province* so we can direct your inquiry to the correct regional staff.

PLEASE NOTE: **The proposed Recovery Strategy for the Gypsy Cuckoo Bumble Bee includes the identification of proposed critical habitat in Alberta, including a portion of your municipality**.

- We have **attached the critical habitat map** (GCBB_PRA_Claresholm) to show the local area within which there is proposed critical habitat. Please see section 7 of the proposed Recovery Strategy for a description of the attributes that must be present for an area to be considered as critical habitat for the Gypsy Cuckoo Bumble Bee.

- In addition to inviting your municipality's *review and comments* on the proposed Recovery Strategy, we would like you to be aware that ECCC has dropped Admail postcards (**attached: GCBB_AdMail_Claresholm**) to **farm** mailboxes in towns within (Claresholm) and closest to (delivered to Stavely, Granum; no post office in Woodhouse) the proposed critical habitat area. The postcard contains general information on the Gypsy Cuckoo Bumble Be, shows the proposed critical habitat identified for the local area, and includes a link to review and comment on the proposed Recovery Strategy.

It is possible however, that some landowners ***within the critical habitat area*** may not have been reached through this method, so please feel free to display or share this letter, the critical habitat map, and AdMail postcard with any individuals or organizations that may have an interest in this species.

- If your office should receive any inquiries about the Gypsy Cuckoo Bumble Bee ***Recovery Strategy***, please refer them to our Regional email or the National Office whose contact information is provided above.

Thank you for taking the time to consider this information. To learn more about species at risk in Canada and what is being done to recover them, please visit the Species at Risk Public Registry (www.sararegistry.gc.ca).
If there is a more appropriate contact for your organization, please reply to this email and we will update our contact list accordingly.

Kind regards,

Wendy Eskowich
Consultation Coordinator- Canadian Wildlife Service - Prairie Region
Environment and Climate Change Canada

on behalf of

Janet Scott
Head, Species At Risk Recovery Unit
Canadian Wildlife Service - Prairie Region
Environment and Climate Change Canada

Summary of the proposed Recovery Strategy for the
GYPSY CUCKOO BUMBLE BEE



As part of its commitment to the protection of species at risk, the Government of Canada proclaimed the Species at Risk Act (SARA) in 2003. SARA requires that a recovery strategy be developed for each species listed as Extirpated, Endangered, and Threatened to reduce known threats and to support recovery. This document highlights the key sections of the proposed Recovery Strategy for the Gypsy Cuckoo Bumble Bee in Canada.

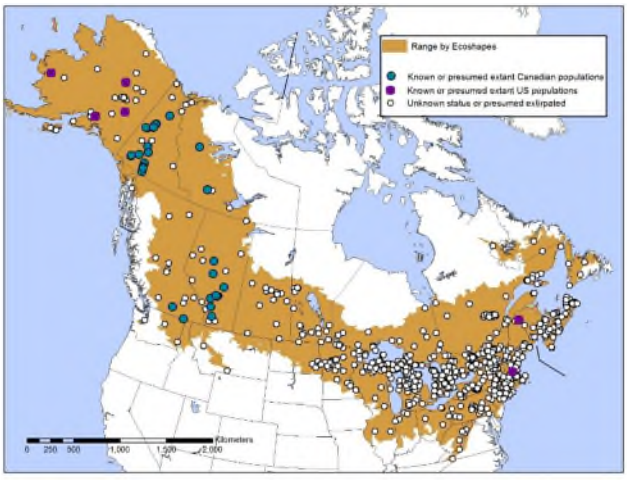
Species Conservation Status

The Gypsy Cuckoo Bumble Bee (*Bombus bohemicus)* is listed as Endangered under SARA. Under provincial legislations, it is listed as Endangered in Ontario and Nova Scotia and is on the Red List in British Columbia.

Description

The Gypsy Cuckoo Bumble Bee is a medium-sized bumble bee, 17-18 mm in length. Females have a black head, a yellow band at the front of the thorax, and a black abdomen with a broad white or pale yellow tip (see photo). The abdomen is strongly curved and the entire body has a heavily armoured exoskeleton in order to protect themselves against attack by their host bees.

They are social parasites – the females take over nests of other bumble bees (hosts), lay eggs and induce the host worker bees to rear their offspring. They do not produce any workers of their own, only reproductive males and females.



Distribution of the Gypsy Cuckoo Bumble Bee in North America

Population and Distribution

In Canada, the Gypsy Cuckoo Bumble Bee has been recorded in every province and territory except Nunavut, but it has suffered sever declines and almost disappeared from much of its southeastern range. Since 2014, the species has been frequently recorded in the Yukon and Alberta, and has also been found twice in the Northwest Territories and in southern British Columbia.

Habitat Needs

The Gypsy Cuckoo Bumble Bee and their host bee species require suitable habitat for foraging, and use a wide range of habitats: open meadows, mixed farmlands, urban areas, boreal woodlands, taiga, montane meadows, and wetlands. Host nests are typically in abandoned underground rodent and rabbit burrows.

Threats to Species' Survival

The primary threats to the Gypsy Cuckoo Bumble Bee include:

- Decline of host bumble bee species
- The introduction and/or spread of pathogens from commercially-raised bumble bees and Honey Bees, and the accidental release of non-native bumble bees
- the off-label use of insecticides, herbicides and fungicides.
- climate change- Bumble bees are cool-adapted species and, as the climate warms, many species are declining

Environment and Climate Change Canada | Environnement et Changement climatique Canada

Canada

Population & Distribution Objectives

- Maintain a stable or increasing population of the Gypsy Cuckoo Bumble Bee within its current range
- Restore the Gypsy Cuckoo Bumble Bee within its former range in Canada through maintaining or increasing densities of host bumble bees through threat reduction

Broad Strategies & Approaches

The recovery strategy outlines broad strategies and general approaches to help meet recovery objectives, including stewardship, legal and policy frameworks, research and monitoring, and education. Each is summarized in depth in the recovery strategy. Below are some examples of the high priority approaches:

- More stringent management and disease testing of commercial bumble bee and honey bees.
- Strengthening of policies and regulations around pesticide use (insecticides, herbicides, and fungicides).
- Research on Gypsy Cuckoo Bumble Bee and host bumble bee interactions; and direct impact of threats to Gypsy Cuckoo Bumble Bees.
- Implementation of protocols and methods to inventory and monitor Gypsy Cuckoo Bumble Bees and hosts.
- Studies to address thresholds for altering physical critical habitat attributes.
- Conservation capacity development through hands-on coaching, technical assistance and training material development
- Increasing awareness

How You Can Help

- Learn more at https://species-registry.canada.ca/index-en.html#/documents/268;
- Practice voluntary stewardship activities and beneficial management practices, for example:
    - Work in cooperation with Environment and Climate Change Canada and/or local conservation groups to conserve critical habitat; and avoid activities that could harm the species, its hosts or their habitats.
    - Submit observation data to conservation data centres

Critical Habitat

Critical habitat (the habitat necessary for the survival and recovery of a listed wildlife species), is partially identified in the recovery strategy for the Gypsy Cuckoo Bumble Bee. Critical habitat is delineated as a 10 km radius around a site where the Gypsy Cuckoo Bumble Bee has been recorded since 2010 (blue dots on the above map). Critical habitat only occurs where the biophysical attributes listed below are found:

- host nest sites
- foraging resources such as the presence of suitable flowering plants during the active season
- acceptable pesticide levels.

For a full description of critical habitat, please refer to the proposed recovery strategy.

Activities Likely to Result in Destruction of Critical Habitat

The following are some of the activities listed in the recovery strategy:

- Not following national best practices in commercial bumble bee operations, resulting in release/escape of managed bumble bees.
- Application of pesticides not in accordance with Health Canada regulations and territorial best practices.
- Placing high densities of honey bees in or adjacent to critical habitat for the Gypsy Cuckoo Bumble Bee.

SCAN FOR MORE INFORMATION

For more information, please contact:

Environment and Climate Change Canada (ECCC) – Canadian Wildlife Service **Prairie Region**
115 Perimeter Road, Saskatoon SK S7N 0X4
Phone: 1-855-245-0331 or **Email**: SARA.PNR@EC.gc.ca

You can also visit the website: Species at Risk Public Registry (www.sararegistry.gc.ca)

For information regarding reproduction rights, please contact Environment and Climate Change Canada's Public Inquiries Centre at 1-800-668-6767 (in Canada only) or 819-997-2800 or email enviroinfo@ec.gc.ca

© His Majesty the King in Right of Canada, represented by the Minister of the Environment and Climate Change, 2022

Aussi disponible en français

ALBERTA
JUSTICE AND SOLICITOR GENERAL

Office of the Minister
MLA, Calgary-Acadia

AR 52496

September 28, 2022

Dear Mayor/Reeve:

The Government of Alberta is recognizing and endorsing the following International Holocaust Remembrance Alliance working definition of anti-Semitism through an order-in-council.

> "Anti-Semitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of anti-Semitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities."

Thirty-five countries, including Canada in 2019, endorsed or adopted this definition. Along with Alberta, three other provinces: Ontario (2020), Québec (2021) and New Brunswick (2021) have already endorsed or adopted the definition.

The *Alberta Human Rights Act* prohibits discrimination on the basis of several categories, including race, religious beliefs, colour, ancestry, and place of origin.
All forms of racism are unacceptable, and endorsing this definition is just one way Alberta's government is combating racism, supporting racialized communities, and promoting a safe and welcoming province for everyone.

The Government of Alberta is asking all municipalities across Alberta to consider accepting and amending their bylaws to reflect this definition.

Sincerely,

Honourable Tyler Shandro, KC, ECA

cc: Honourable Ric McIver, ECA, Minister of Municipal Affairs

204 Legislature Building, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-2339 Fax 780-422-6621
Suite 105, 10333 Southport Road SW, Calgary, Alberta T2W 3X6 Canada Telephone 403-640-1363

Classification: Protected A

Karine Keys

From: Community Engagement <Community.Engagement@albertahealthservices.ca>
Sent: October 3, 2022 6:57 PM
To: Community Engagement
Subject: Thank you for attending – Conversation about Healthcare in Alberta - September 27
Attachments: Calgary Sept 27 Health-Engagement-Tour_Community.pdf

Good Afternoon,

On behalf of the Minister of Health, the Honourable Jason Copping and the AHS Board and Executive Leaderships, we would like to thank everyone who was able to take part in the Conversation about Healthcare in Alberta in Calgary on September 27, 2022. For those who were unable to attend, we missed you!

We appreciate your time and to have the opportunity to share information with you. We have attached the presentation from the session and in the coming weeks will share out the What We Heard report. We believe it is important to work in partnership with community leaders to identify and find solutions to challenges related to health care in our communities. Thank you again for your time.

If you have not already done so, we invite you to subscribe to AHS' weekly e-newsletter ***Together4Health Headlines*** by emailing Community.Engagement@ahs.ca.

On behalf of

Dr. Mark Anselmo, Zone Medical Director, Alberta Health Services
Lori Anderson, Chief Zone Officer, Calgary Zone, Alberta Health Services



This message and any attached documents are only for the use of the intended recipient(s), are confidential and may contain privileged information. Any unauthorized review, use, retransmission, or other disclosure is strictly prohibited. If you have received this message in error, please notify the sender immediately, and then delete the original message. Thank you.

Provincial Health Tour

Calgary

September 27, 2022

Classification: Protected A



Classification: Protected A

Classification: Protected A

Agenda

- Welcome & Introductions
- Setting the Stage
- World Café – Discussion
- Debrief and Wrap-Up
- Next steps

Classification: Protected A

Goals

- Engage partners and stakeholders
- Share current approach and priorities
- Discussion on current state and future opportunities
- Identify additional solutions
- Celebrate successes

Classification: Protected A

Jason Copping

Minister of Health

Health Commitments

Our 2022-25 Health Business Plan includes three main outcomes:

- An effective, accessible and coordinated health care system built around the needs of individuals, families, caregivers and communities, and supported by competent, accountable health professionals and secure digital information systems.
- A modernized, safe, person-centred, high quality and resilient health system that provides the most effective care now and in the future for each tax dollar spent.
- The health and well-being of all Albertans is protected, supported and improved, and health inequities among population groups are reduced.

What's Working

What's Working

We're improving cancer care

Construction on the new, $1.4-billion Calgary Cancer Centre is ongoing and expected to be complete in 2022 with an opening scheduled for 2023.

The extensive scope and integration of cancer care services will make it one of the most comprehensive cancer centres in the world.

Integrated research across the spectrum will further optimize care with focus on prevention, early detection, precision medicine and psychosocial care.

The Calgary Cancer Centre will include both inpatient and outpatient services.

- More than 100 patient exam rooms.
- 160 inpatient unit beds.
- More than 100 chemotherapy chairs.
- Increased space for clinical trials.
- 12 radiation vaults, with three more shelled in for future growth.

What's Working

We're improving cancer care

The new Grande Prairie Regional Hospital, which opened in late 2021, introduces radiation therapy treatment to northern Alberta.

Local and area cancer patients no longer need to travel more than 900 km round trip to receive radiation therapy.

About 20 patients receive treatment every day.

"Having treatment in Grande Prairie just makes everything more normal. My family is close by, and they are able to help support me if needed."

— Dorene Binks
Grande Prairie resident

What's Working

We have great people

- 112,300 direct employees, 9,000 physicians and 9,100 volunteers serving 4.5 million Albertans.
- Our people deliver safe, high-quality patient- and family-centred care every day.
- They have gone above and beyond during 2.5 years of the COVID-19 pandemic, a time of unprecedented pressure on the health system.



Challenges

Challenges

Increased demand for health services

- In the second quarter of 2021-22, there were 490,383 emergency department visits provincially, a 12 per cent increase over the same quarter of 2021.
- The pandemic put additional demand on Health Link. The service fielded 890,000 calls in 2019-20; that increased to 2.3 million calls in the first year of the pandemic.
- There were 589,000 EMS events in 2019-20, and more than 672,000 in 2021-22, a 14 per cent increase.

Classification: Protected A

Challenges

Health system under strain

- Total surgical wait list for adults sits at approximately 73,450. In February 2020, before the pandemic, our total wait list was 68,000.
- The healthcare system — and in particular, Alberta's busiest 16 urban hospitals — often run at or near capacity. This has been the case for many years. For example, in 2018, the average occupancy of those same hospitals was 99 per cent, and in 2015, the average occupancy was 97 per cent.
- AHS makes every effort to secure staff and physician coverage before taking steps to reduce the number of beds and/or care spaces in any of our facilities. Temporary reductions are a last resort. Temporary reductions may occur due to staff and physician vacations, illness of staff or physicians, or scheduled upgrades and construction projects.
- In some cases, AHS has made the decision to temporarily close some acute care inpatients beds in order to support caring for the increasing number of COVID-19 patients.

Classification: Protected A

Challenges

Tired workforce

The COVID-19 pandemic has had an impact on staffing because reassignment of staff to areas of high need, redeployment within and across zones, and a depletion of the available pool of casual staff which have been moved into COVID-related positions.

This isn't just an AHS phenomenon and is happening in health systems across Canada during the pandemic.

Classification: Protected A

Challenges

Emergency

Emergency department wait times are a systemic issue related to capacity.

- There were more than 1.5 million visits to Alberta emergency departments in 2020-21.
- In the first nine months of 2021-22, the number of visits had already hit more than 1.5 million.

Addressing emergency department flow takes a whole-of-system approach. We're tackling this in a number of ways, including:

- Increasing funding for home care;
- Providing more care outside of emergency departments through innovative approaches such as community paramedicine programs;
- Working with stakeholders to find longer-term solutions.

Classification: Protected A

Challenges

Service Disruptions in Small Sites

- We are experiencing more temporary service disruptions at some of our rural healthcare sites. This is to be expected, given the impact the pandemic has had, and continues to have, on our workforce.
- We acknowledge that any service disruption or temporary closure causes concern in those communities that are impacted.
- AHS makes every effort to secure staff and physician coverage before reducing services and/or beds. Temporary reductions are a last resort.
- Temporary reductions may occur due to staff/physician vacations, illness, or scheduled upgrades and construction projects.
- AHS ensures that we engage with local stakeholders so that they are aware of any service disruptions in their community, and understand mitigation plans in place.

Classification: Protected A

Solutions

Classification: Protected A

Solutions

We're building capacity across the health system

AHS is adding 50 ICU beds across the province in 2022 — 36 are now operational, with another 14 coming on stream by the end of September 2022.

We're adding EMS resources.

- 10 new ambulances will be operational (five in Calgary and five in Edmonton) by Sept. 26, 2022. This is in addition to nine ambulances added in the two cities in June, and extra hours of coverage in Okotoks and Chestermere added in August.
- New staff have also been hired to support the new vehicles. AHS has hired 40 new primary care paramedics: 20 each in Calgary and Edmonton, and this augments an additional 40 paramedic positions that AHS EMS hired in the spring of 2022.

Solutions

Budget 2022

This year's Health budget is $22 billion – and anticipated to increase by $600 million a year for the next three years.

Some areas of investment include:

- $64 million increase to EMS budget
- $60 million in new funding over three years, to expand recovery-oriented support for people experiencing addiction and mental health issues
- $3.7 billion for continuing care, community care and home care programs.
- $3.5 billion over three years in capital funding for health facilities, equipment and IT systems across the province.

The Health Capital plan also includes $45 million over three years for the Rural Health Facilities Revitalization Program.

Solutions

We're transforming the system

Care is moving:

- From an illness focus to a **wellness** focus.
- From single-provider care to **team**-based care.
- From physician-focused to **patient- and family**-focused.
- From hospital-based care to **community**-based care.
- Health Plan 2022-25 serves as a foundation to continue this work.

Solutions

Modernizing Alberta's Primary Care System (MAPS)

- Task Force to look at modernizing Primary Care, Rural Care and Indigenous Care
- Three panels:
  - International Expert Panel
  - Indigenous Panel
  - Strategic Alberta Panel
- Task Force to deliver interim recommendations this Fall, final report due Spring 2024
- Objectives:
  - How do we immediately improve access to primary care across the province?
  - Establish a longterm vision for primary care in the province, and an Action Plan to get there.

Solutions

We're retaining, attracting and training healthcare professionals

Time	Actions
Long term	• Train our own
Medium term	• Immigration
Short term	• Leverage scope • Process improvements

Solutions

Capital Plan

Budget 2022 includes $3.5 billion over three years in capital funding to ensure Albertans have access to modern health facilities, equipment and IT systems.

We are investing:

- $2.2 billion for new and ongoing health care projects and programs;
- $474 million for capital maintenance and renewal of existing health care facilities;
- $87 million for health department IT projects; and
- $758 million for AHS self-financed capital, for parkades, equipment and other capital requirements.

Solutions

EMS

We know response times are too long, staff are experiencing fatigue and burnout, and hospitals are strained and pushing capacity.

We have been taking steps forward to address these systemic issues:

- We have guaranteed funding for helicopter air ambulance operators including STARS, HALO and HERO.
- AHS and Alberta Health continue to work with staff and community partners on the EMS 10-point plan and the larger EMS service plan.
- The Alberta EMS Provincial Advisory Committee is developing recommendations to address EMS system pressures.
- An independent review of the dispatch system is expected to be completed this fall.

Classification: Protected A

Solutions

Continuing Care

Recent data projects a 62 per cent increase in the need for continuing care over the next 10 years.

To meet the rising needs of an aging population, we are investing capital funding to modernize and increase continuing care capacity, including:

- $204 million over three years to modernize existing continuing care facilities and create additional continuing care spaces.
- $91 million over three years to complete the Bridgeland-Riverside Continuing Care Centre in Calgary that will accommodate about 200 residents and deliver day programs and services.
- $142 million over two years for the Gene Zwozdesky Centre in Edmonton to add 145 new spaces and renovate 205 existing spaces to accommodate 350 continuing care residents with complex needs.

Classification: Protected A

Solutions

Continuing Care

Some of our actions to-date include:

- Adding 1,500 new continuing care spaces for people waiting in hospital.
- Adding a million more hours of home care, to keep patients out of hospital and living in their own homes.
- Working on a new, modern legislative framework.
- Delivering on a $20 million over four years for palliative and end-of-life care, including $5 million for 2022-23.

Government also conducted a review of continuing care homes and publicly released the Facility Based Continuing Care (FBCC) review final report in Spring 2021 that included 42 recommendations for system-wide change.

We continue to look at innovative ways to provide Albertans with more choices of continuing care services, with a focus on increasing home and community care services and supports.

Classification: Protected A

Solutions

Alberta Surgical Initiative

Alberta is moving forward with a rapid action plan to transform Alberta's surgical system by putting patients first.

We're funding more surgeries, including 8,000 more cataract removals and 6,000 more hip and knee replacements, which are our two longest wait lists, and spending $130 million to add more operating rooms in hospitals across the province.

We have also hired a new independent surgical recovery lead to help transform and strengthen surgical services. Several new RFPs are building our surgical capacity in contracted surgical facilities, including central, south zones.

We promised Albertans that every scheduled surgery would be done in a clinically acceptable time by 2023 – It may take longer to get there, but we will get there.

Classification: Protected A

Solutions

ICU and Acute Care Capacity

Alberta is adding 50 new permanent fully staffed ICU beds to expand health-care capacity in order to prevent the system from becoming overwhelmed. The first 19 opened in May.

Alberta now has 195 adult general ICU beds across the province, up from 173 before the pandemic. Over three years, AHS will boost its ICU capacity to 223 beds across all AHS zones.

AHS had filled 250 positions to support the new beds, including nurses, allied health professionals and pharmacists, as well as clinical support service positions such as diagnostic imaging and service workers and plans to recruit to fill another 425 clinical and support service positions.

Classification: Protected A

Solutions

MRI & CT

- Alberta Health has invested $33 million for Alberta Health Services (AHS) to improve access to CT and MRI diagnostic imaging healthcare services.
- In 2021, AH and AHS developed an aggressive three-year action plan to reduce wait times, and AHS has taken immediate steps to implement it, ensuring Albertans have more timely access to CT and MRI services.
- Initial progress was made with improved CT and MRI wait times and decreased the number of patients waiting, however we are seeing impacts to imaging wait times due to the COVID-19 pandemic and associated increased demand in emergency and inpatients.
- AHS performed additional 45,000 CT and 30,000 MR exams in 2021/22 which resulted in an overall reduction in provincial wait times in accordance with our CT and MR Implementation Plan.

Classification: Protected A

Solutions

Mental Health and Addiction Supports

We are building a comprehensive recovery-oriented system of care by:

- Exploring and expanding treatment and recovery supports for opioid use disorder.
- Establishing new publicly funded addiction and mental health treatment spaces, including the introduction of recovery communities.
- Eliminating user fees for publicly funded residential addiction treatment services.
- Enhancing youth mental health hubs so youth in Alberta have ready access to prevention, early intervention and clinical treatment supports.

We have now funded over 8,000 annual treatment spaces and provided access to the Digital Overdose Response System.

Classification: Protected A

Solutions

People: Investments in rural healthcare

AHS partnered with the Rural Health Professions Action Plan to promote the Rural Education Supplement and Integrated Doctor Experience (RESIDE) program.

- RESIDE is designed to address challenges in physician distribution and patient access to health services in rural and remote areas by supporting new-in-practice physicians to explore living and working in rural Alberta.

- Anesthesiology income guarantee program at the Red Deer Regional Hospital Centre, the Northern Lights Regional Health Centre in Fort McMurray, and the Cold Lake Health Centre provides financial incentives to support recruitment, retention and reinforce the staffing model.
- National and international recruitment advertising campaigns are ongoing to attract new nurses to the province with a special focus on rural Alberta and critical areas such as intensive care.

Classification: Protected A

Solutions

People: Hiring more people

Since the pandemic started in February 2020, AHS has 370 more staff working in our emergency departments — and, since April 2018, more than 800 more staff.

AHS has also added:

- More than 300 paramedics.
- More than 1,400 registered nurses.

Classification: Protected A

Solutions

People: Workforce strategies

Through its Integrated Workforce Action Plan (IWAP), AHS continues to build its ability to recruit, retain and engage our talented workforce.

AHS is actively recruit using multiple strategies, including international recruitment campaigns in the US and UK, and working with several post-secondary institutions to provide practicum supports within rural and remote communities.

Partner support and engagement is key to the success of this strategy, and AHS is working closely with Alberta Health, Alberta Advance Education, the Rural Health Processionals Action Plan, unions, and post-secondary institutes.

Classification: Protected A

Solutions

People: Collective agreements

AHS has ratified new collective agreements for the term of April 1, 2020 to March 31, 2024 with UNA and AUPE-Auxiliary Nursing

- The new collective agreements includes modest increases over four years and a 1% COVID recognition lump sum for 2021.

In addition, AHS has agreed to work together with both unions in an effort to address recruitment and retention of nurses to remote and rural communities.

AHS continues to negotiate collective agreements with Health Sciences Association of Alberta (HSAA) and AUPE-General Support Services, moving into voluntary mediation.

Tentative agreement with AMA.

Classification: Protected A

What We Heard

Classification: Protected A

What We Heard

Challenges

- Recruitment / retention of healthcare workers and physicians
- Access – care and service is excellent but gaining access can be challenging
- Workforce – burnout and stress
- Org structure – a need for more local decision-making

What We Heard

Opportunities and successes

- More incentives and ‘grow your own’ initiatives
- Expand virtual care options to improve access and reduce travel
- More engagement opportunities – hear the voice of local staff and stakeholders
- Increase community partnerships
- More investment in primary care

Actions We Are Already Taking

Actions We Are Already Taking

Communications and engagement

- What We Heard summaries distributed to all participants
- Newsletter with follow-up content, another issue is being drafted now
- Health conversation with Rural Municipalities of Alberta and Alberta Urban Municipalities Association
- AHS and rural communities working together to improve service change notifications

Looking Forward

Looking Forward

We need to reinvest in family medicine and develop a new strategy for primary care overall.

We will continue to find ways to support system recovery so we can get back to providing normal volumes of surgeries and other care.

And we will work with stakeholders to make meaningful change to build a stronger system, with more capacity and better access than before COVID.

Your input here today, is part of this work.

Gregory Turnbull

AHS Board Chairman

Alberta Health Services (AHS) is entering a new era of transformation and innovation.

Health Plan 2022-25 is the roadmap for this exciting journey.

Classification: Protected A

Alberta Health Services | Alberta Health

Classification: Protected A

Alberta Health Services | Alberta Health

At the heart of this health plan are **10 priorities** that align with direction from the Minister of Health, and reflect feedback from patients, clients and families who have received care from AHS.

Classification: Protected A

Alberta Health Services | Alberta Health

AHS' 10 Priorities

- Alberta Surgical Initiative
- EMS 10-Point Plan
- Mental Health and Addiction Recovery
- Public Health & Pandemic Response and Recovery
- Digital Health Evolution and Innovation
- Rural Initiatives and Engagement
- Continuing Care
- Workforce Recruitment and Retention
- Quality and Patient Outcomes
- Sustainability

Classification: Protected A

Alberta Health Services | Alberta Health

Karen Horon

Interim VP, Cancer Care Alberta & Clinical Support Services

Classification: Protected A

Alberta Health Services | Alberta Health

1. Alberta Surgical Initiative

Implementation of the Alberta Surgical Initiative, ensuring that, by 2025, all Albertans receive their scheduled surgeries within clinically appropriate wait times.

2. EMS 10-Point Plan

Implementation of the EMS 10-Point Plan, designed to improve EMS services and availability, especially in rural and remote communities.

3. Mental Health and Addiction Recovery

Mental health and addiction recovery, which includes adding AHS-managed treatment spaces, and expanding in-person and virtual recovery-oriented programs and services.

4. Public Health and Pandemic Response and Recovery

Public health and pandemic response and recovery, which involves adding acute care spaces (ICU beds), supporting continued access to vaccines and treatments for COVID-19, and establishing specialty clinics to support Albertans with ongoing COVID-19 symptoms.

5. Digital Health Evolution and Innovation

Digital health evolution and innovation, including the ongoing rollout of Connect Care and continued expansion of virtual health to support more community- and home-based care, programs and services.

Classification: Protected A

Alberta Health Services | Alberta Health

6. Rural Initiatives and Engagement

Rural engagement and rural initiatives, to strengthen partnerships with rural communities, to better support the rural healthcare workforce and to better meet the unique needs of Albertans living in non-urban communities.

7. Continuing Care

Continuing care, increasing the number of continuing care spaces and living options, expanding home care hours, and shifting reliance from facility- to home-based care when appropriate.

8. Workforce Recruitment and Retention

Workforce recruitment and retention, which involves supporting our current workforce following more than two years of pandemic response, as well as recruiting and retaining needed healthcare workers.

9. Quality and Patient Outcomes

Quality and Patient Outcomes, ensuring patient safety and high-quality care are maintained and enhanced during a period of transformative change in the organization.

10. Sustainability

Financial sustainability, ensuring AHS is run efficiently, with Albertans getting full value for every health dollar.

World Café

What we need from you:



Participate



Be bold



Have fun

World Café: Questions

1. What is our healthcare system doing well?
2. What challenges currently exist within our healthcare system?
3. In addition to what is currently being done, how can we better address those challenges?
4. What can you do to improve the provision of health care in your community?

Group discussion and reporting back

THANK YOU

For follow up, please contact
community.engagement@ahs.ca

FCM FEDERATION OF CANADIAN MUNICIPALITIES FÉDÉRATION CANADIENNE DES MUNICIPALITÉS

September 27, 2022

President
Présidente
Taneen Rudyk
Councillor
Town of Vegreville, AB

First Vice-President
Premier vice-président
Scott Pearce
Maire
Municipalité de
Canton du Gore, QC

Second Vice-President
Deuxième vice-président
Geoff Stewart
Deputy Mayor
Municipality of the
County of Colchester, NS

Third Vice-President
Troisième vice-présidente
Rebecca Bligh
Councillor
City of Vancouver, BC

Past President
Présidente sortante
Joanne Vanderheyden
Mayor
Municipality of
Strathroy-Caradoc, ON

Chief Executive Officer
Cheffe de la direction
Carole Saab
Ottawa, ON

Her Worship Mayor Chelsae Petrovic
and Members of Council
Town of Claresholm
111 - 55 Avenue West
PO Box 1000,
Claresholm, AB
T0L 0T0

Project Title: Implementing Building Monitoring Systems at Two Municipal Buildings in the Town of Claresholm
Application Number: GMF 18447

Dear Mayor Chelsae Petrovic and Members of Council

On behalf of the Green Municipal Fund (GMF) Council and FCM's Executive Committee, I would like to congratulate Town of Claresholm on its successful funding application for the above-noted initiative.

It is my pleasure to confirm that Town of Claresholm has been approved for a grant in the amount of up to $17,440.

In the near future, Adir Glikson will contact Town of Claresholm to finalize the agreement for this funding. FCM's obligation to fund the above-noted initiative will only become binding once the agreement is signed.

FCM, in partnership with the Government of Canada, oversees public announcements regarding GMF-funded initiatives. In the coming weeks, our media relations team will contact the Town of Claresholm to discuss the process for a public announcement. Until that time, before making any public statements related to the status of the application process for GMF funding (with the exception of reporting to Council), please contact the FCM media team at 613-907-6395 or by email at media@fcm.ca.

…/2

24, rue Clarence Street
Ottawa, Ontario, K1N 5P3

T. 613-241-5221
F. 613-241-7440

www.fcm.ca

Thank you for your interest in GMF. We look forward to working with you to improve the quality of life in your community, and to sharing the results of your initiative with communities across Canada.

Sincerely,



Alan De Sousa
Chair, Green Municipal Fund Council

ADS/AG:bm

cc: Tara VanDellen, Development Officer, Town of Claresholm

Municipal District of Willow Creek

Office of the Administrator

www.mdwillowcreek.com
273129 SEC HWY 520
Claresholm Industrial Area
Box 550, Claresholm Alberta T0L 0T0

Office: (403) 625-3351
Fax: (403) 625-3886
Shop: (403) 625-3030
Toll Free: 888-337-3351

October 3, 2022

The Municipal District of Willow Creek No. 26 Agricultural Service Board (ASB) will be hosting the:

29th LEGACY OF OUR LAND BANQUET
November 4, 2022
Claresholm, Community Centre
Doors open at 5:00 – Prime Rib Dinner to Follow

Each year, the MD of Willow Creek Agricultural Service Board hosts this event to celebrate our agricluture producers. This evening recognizes their dedication to agirulculture and thanks them for being a vital part of the community. This is a special year as we will be celebrating the 65th year that the MD of Willow Creek has had an ASB as we were unable to celebrate in 2021.

The ASB would like to provide 2 tickets to each of the town's within the Muncipal District of Willow Creek as well as the neighbouring MD's and County's. Please notify the MD ASB (see below) of the names of the 2 people you would like to send and we will have their tickets available at the door. Please RSVP by October 27, 2022.

Our guest entertainer this year is Mariya Stokes. Known for her quick wit, quirky sense of humor, and signature retro style, she was the Country Music Alberta's two-time Horizon Female Artist of the Year (2019 & 2020).

If you have any questions don't hesitate to call Carla Preachuk, Agricultural Fieldman (403) 625-1656 carla@mdwillowcreek.com or Carol Giza, Admin for ASB (403) 625-3351 ext 221.

Regards,

Carla Preachuk

Carla Preachuk
Agricultural Fieldman
Municipal District of Willow Creek

Legion
CLARESHOLM, ALBERTA
BRANCH #41

RECEIVED
OCT 0 3 2022

Royal Canadian Legion Branch #41
414 - 53rd Ave East
Claresholm, AB T0L 0T0
Phone: 403-625-3755
email: RCLegion41@shaw.ca

Thursday, September 29, 2022

Poppy Fund 2022 Request: The Town of Claresholm

From the Royal Canadian Legion Claresholm Branch # 41:

The Claresholm Legion requests the presence of the town mayor, Chelsae Petrovic, or her representative, to receive the first Poppy, on Friday, October 28th, 2022 @ 11:00 a.m. @ the Claresholm Legion 414 53 Ave. E. to kick off the 2022 Poppy Campaign. Please advice the Poppy Chair, Margaret Smith @ 403-625-5278 or President Leonard Weiss @ 403-625-3515 or the Claresholm Legion Branch # 41@ 403-625- 3755, or @ fax 403-625-3533 or @ Email RCLegion41@shaw.ca as to who the representative will be by Monday, October 24, 2022. Coffee and do-nuts will be available from 10:45 a.m.

Thank you on behalf of the Claresholm Legion Branch # 41.

Mrs. M Smith
Poppy Chair
Margaret Smith (403-625-5278)

President
Leonard Weiss (403-625-3515)

Legion
CLARESHOLM, ALBERTA
BRANCH #41

RECEIVED
OCT 0 3 2022

Royal Canadian Legion Branch #41
414 - 53rd Ave East
Claresholm, AB T0L 0T0
Phone: 403-625-3755
email: RCLegion41@shaw.ca

Thursday, September 29, 2022

To: The Town of Claresholm

Regarding:

The 2022 Remembrance Day Ceremonies
Friday, November 11th, 2022

From the Royal Canadian Legion Claresholm Branch #41:

The Claresholm Legion # 41 would like to inform the Town of Claresholm and its Mayor, Chelsae Petrovic, that due to the continuing presence of Covid 19 as well as the possibility of newly developed variants, that many medical doctors are predicting for this fall, along with the spread of Monkey Pox and the uncertainty of the fall flue season, the decision was made by the Executive, in consultation with the General Membership to not conduct a Community wide Remembrance Day Service on Friday, November 11, 2022.

Thank you on behalf of the Claresholm Legion Branch # 41.

Poppy Chair
Margaret Smith.

President
Leonard Weiss

cc: M.D. of Willow Creek
Town of Stavely

Claresholm & District
Health Foundation

RECEIVED
OCT 03 2022

Sept 30, 2022

Hello,

I hope this finds you well. We are excited for the upcoming season and to announce that a date has been set for our **Fall Fundraiser**! This year we will be hosting **Oktoberfest on Saturday, October 22**. The event will be held at the Claresholm Community Centre with tickets being $50.

Projects that we are currently fundraising for include 5 Ergo Commode/Shower chairs, Raised Flower Beds for Rec Therapy, a Rock-King Wheelchair, 3 Medication Carts and 2 Vital Signs Monitors. To acquire these, our goal is $42,500.00.

But we'd also like to celebrate past successes! With the help from amazing sponsors like you, we were able to purchase 2 Ceiling Lifts, Wayfinding Signs, and Upgrade our Digital X-Ray!

Thank you for partnering with us and being part of The Health Foundation Team. We are so appreciative for your support in every way. We understand things are different for every organization these days and if you are able to help us reach our goal, we would be incredibly grateful!

With your monetary support of $300 - $3000, you will have verbal and visual recognition at the event and you will be recognized in the Local Press and Social Media. Please let me know what may work for your organization this year.

Enclosed please find an updated newsletter and please call if you have any questions at 403-682-3739.

Sincerely,

Claresholm & District Health Foundation Board

Claresholm & District
Health Foundation

15th ANNUAL GALA

Saturday, October 22, 2022

Sponsors make ALL the difference, hopefully you find an option that fits your budget.

Sponsorship Form

Company Name: _____

Contact: _____

Street Address/Box #: _____

City/Town: _____ **Phone:** _____

Email: _____

CALL TO MAKE CREDIT CARD PAYMENT or MAIL YOUR CHEQUE PAYABLE TO:
THE CLARESHOLM & DISTRICT HEALTH FOUNDATION
PO BOX 2638, CLARESHOLM, AB T0L 0T0

Sponsorship Information (please check):

○ **Double Platinum Sponsorship**	**$3000**
○ **Platinum Sponsorship**	**$2000**
○ **Gold Sponsorship**	**$1000**
○ **Silver Sponsorship**	**$500**
○ **Bronze Sponsorship**	**$300**

Please call 403-625-9208 or 403-625-3739 with any questions.
Please forward your Company Logo to: cdhfmail@gmail.com

Claresholm & District
Health Foundation

15th ANNUAL GALA

Saturday, October 22, 2022

SPONSORSHIP OPPORTUNITIES

Double Platinum Sponsor $3000

16 Event Tickets – Reserved Priority Seating
Verbal Recognition at the Event
Signage with Logo at the Event
Logo Recognition in the Claresholm Local Press

Platinum Sponsor $2000

8 Event Tickets
Verbal Recognition at the Event
Signage with Logo at the Event
Logo Recognition in the Claresholm Local Press

Gold Sponsor $1000

4 Event Tickets
Signage with Logo at the Event
Recognition in the Claresholm Local Press

Silver Sponsor $500

2 Event Tickets
Signage Recognition at the Event
Recognition in the Claresholm Local Press

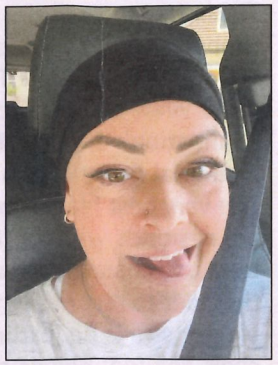
Bronze Sponsor $300

Signage Recognition at the Event
Recognition in the Claresholm Local Press

Fall 2022

Claresholm & District Health Foundation
Box 2638, Claresholm, AB T0L 0T0 • cdhealth.ca • tara.bishoff@ahs.ca

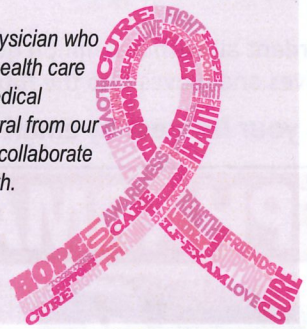
LUMPY – Kari Dunlop's Story



Life is a journey and when it throws you a curve ball, it is important to keep a positive attitude and lean on your support group.
Kari made a goal to lose weight and she was successful in reaching that goal, only to one day notice a dent in her left breast. Soon after she felt a lump. Kari booked an appointment with Dr. Smith who referred her to Dr. Hudson*. Immediately Dr. Hudson booked a mammogram.
On Friday, May 13th the results of the mammogram revealed Kari has invasive breast cancer. She heard the words no one wants to hear; "You have cancer". Kari then met with the cancer surgeon two weeks from the date of her diagnosis. Those two weeks felt like an eternity. Tests were ordered: CT, echocardiogram and "300" blood tests. Kari's treatment plan started with chemotherapy, which will be followed by surgery. Tests confirmed it had not metastasized (spread), it's localized to her left breast, but is complicated. There are two types of cancer that need to be treated. This will be done with different phases of chemo therapy. Kari's first phase of chemo is complete and she has started her second set of treatments. What side effects will surprise her this time? The good news is that years ago, this type of cancer was not curable and today it is. This is comforting as Kari continues on her challenging health journey.
I am inspired by Kari. She is brave to share her story and has the most uplifting & positive attitude as she faces each day and each moment.
Kari is grateful for her family and loved ones who have supported her on her journey. Humour has been a big part of how Kari has chosen to cope. She has some choice words for the original "Lumpy" and she cannot wait to say goodbye to this invasive lump. Soon Kari will get to meet with her surgeon and see IF the cancer has responded to treatment and shrunk.
Kari's attitude is admirable. She is propelled by the understanding that "this is treatable" and is thankful huge advances have been made to re-classify this type of cancer to treatable. Positivity has motivated Kari to continue to focus on "how to fix it" as she balances: treatments, raising her family of 4 kids (aged 6, 10, 16 & 17) with her husband and harvest in full swing. Kari is so appreciative of her daughter Mya for being her sidekick at many chemo appointments. These two believe laughter is the best medicine, finding humor in as many moments as they can.
Kari chose to share her story so you can boldly face any fears you may have and "Get it checked".
Kari's hope is to encourage you to take care of yourself - promise to put yourself and your health first.
I thanked Kari for being courageous and sharing her story and she replied "If I can prevent one person from having to fight cancer, then it will be worth it."



**Dr. Hudson is a female physician who works to complement the health care team at the Claresholm Medical Centre. She works by referral from our doctors and is available to collaborate and support women's health.*



DAVIS Chevrolet
www.davisclaresholm.com
NOVEMBER 25 - Make a donation to the Foundation and DAVIS wil change your oil for FREE!
Appointment: 403.625.4466
25 Alberta Road, Claresholm

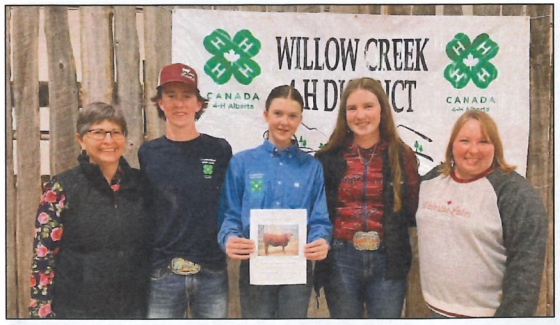


JOIN US!
Oktoberfest
SATURDAY, OCT. 22
Tickets available soon!
Call/Text 403-625-9208 to reserve
Thank you to the Kinette Club for allowing us to host this event for 2022!

Willow Creek 4-H District donated proceeds from their recent charity steer auction to help purchase these wheelchair accessible garden beds for the Willow Creek Continuing Care Centre.
Pictured in back are 4-H members: Josh Penner; Levi Penner; Warren Blake; Dallyn Blake; Ella Patton; and Katie Spencer; while in front watering plants are continuing care centre residents Carol Pickens and Patricia Hulland.



Below are the White family; Charles, Lauren and Carmen; who donated the charity steer, flanked by Health Foundation Board Members Ginger Besplug and Dee Dee Linn.



Thank you for your years of service



After 10 years with the Claresholm & District Health Foundation Board, Elaine Clay - board member, past chair and secretary is retiring. Elaine says the best part of being a board member is "knowing that you are one of a team whose goals align with your own and the impact of the decisions the team makes directly improve our community's health care. The majority of us will rely on our healthcare system at one time or another albeit in many different ways."

Elaine plans to continue to volunteer for the Claresholm & District Health Foundation.

The foundation extends it heartfelt thanks to Elaine for her unwavering dedication.

Why did you join the Board?

After volunteering at a few events for the CDHF, I wanted to know more and to help at all of the events! I believed it was a worthwhile cause. Our health foundation sees to the equipment needs not provided by AHS or where their provision would be standard equipment only. The foundation has also arranged information sessions for staff and community.

> "...decisions the team makes directly improve our community's health care."

Why would you recommend becoming a board member?

This is a very interesting board to be a part of. There are many areas where special skill and all talents are welcomed from photography, digital talents, ticket sales, event planning, set up for events, research etc. Anyone with a willingness to help their community is welcome.

Our Foundation is moving toward a greater digital presence. While this is still in its infancy, it is exciting! Soon donors will be able to receive their tax receipts via email and upload them directly into their tax programs or print them at their leisure!

It sounds cliche to say I have learned a great deal, but it is very true. I also have a newfound appreciation for our local health care providers - the boots on the ground - and a sincere desire to make things easier and better for them.

Your current board members are astute, caring and ardent all with a common goal. I look forward to watching the progression of our foundation as it thrives and moves into the future.

There are board positions available, express your interest by email to: dlinn@live.ca

Donor Dollars at work!

These transport chairs are the most innovative, functional and supportive design which upgrades the movement experience for both the patient and staff. The Claresholm General Hospital received four of these wheelchairs, graciously donated by the Claresholm Health Foundation's donors. **Thanks to Eldon Lyall's family for designating memorial donations to purchase two of these chairs!**

The very best feature of the chairs is that they are all inclusive, as they are designed without the restrictive sides that are part of most long-term use chairs. The backs are tall, and fully support the spine, allowing the rider to rest easily, feeling comfortable. As these seats are all one piece, there is no jostling or bumping as would happen in an older style chair. The foot pedals can be put down by the rider, and they flip out of the way without anyone having to bend down to move them. There is a very functional place for an oxygen tank in the back as well as a hook to accommodate an IV. As the parts are all non-porous, cleaning is easy after each use. For staff, the rear handles for pushing the chair are higher, and the benefit of not having to bend over while pushing the chair is a total back saver. The clever design also makes these chairs easy to push, with less physical effort than a standard wheelchair. Many patients have exclaimed, "This ride is so smooth!". We are so grateful to have these wonderful chairs which allow us to improve the patient experience with each interaction.

~Maureen Diebold,
X-ray Department Supervisor





PATIENTS RIDE WITH DIGNITY - New transport chairs are easy to maneuver for staff and families. *Pictured are Maureen Diebold and Barb Lyall.*

The Sons of Norway recently donated $2,638 to the Claresholm and District Health Foundation. Tara Bishoff, executive director of the Foundation, received the cheque from Alfred Hansen, president of the Sons of Norway, and Shirley Isaacson, the Lodge's casino chair. This money purchased a Rock-king Wheelchair.



If you play the lotto, why not play one that supports local health care!

FOUNDATIONS & HEALTH TRUSTS
Win Win STAFF LOTTERY

https://winwin.smccheckout.com/tickets
1-844-594-6946

Anyone over 18 in Alberta can play!

Scan Me! to purchase your tickets now.

PHARMASAVE®



Over the Counter
& At the Counter
We're Here to Help

114 - 49 Ave. W., Claresholm
403-625-2727
Mon - Fri: 9 - 6 Sat: 9 to 5:30
www.pharmasave.com

Town of Claresholm Application for Donation
(Policy 5.1.01 – Schedule "A")



Date of Application: Oct. 7, 2022

Date of Event: Oct. 22, 2022

1. Applicant Information

Name of Applicant: Claresholm & Dist. Health Foundation

Address: P.O. Box 2638, Claresholm

Contact Person: Roxanne or Rita

Phone, Fax, Email: 403-625-9208 / cdhfmail@gmail.com

2. Type of Organization: (circle) ARTS/CULTURE RECREATION/SPORTS ~~EVENT~~ OTHER(specify)

3. Is the Organization registered with Revenue Canada as a Charity? (circle) YES NO

If yes provide registration date & # 866372873 RR0001

4. Is the Organization incorporated as a non-profit organization? (circle) YES NO ?

If yes provide registration date & #

5. Type of Donation: (check and explain)

- ☑ COMMUNITY EVENT
- ☐ COMMUNITY PROJECT FUNDING
- ☐ IN-KIND CONTRIBUTION - Fee Waiver
- ☐ Other (explain):
- ☐ SPECIAL EVENT
- ☐ DONATION - Financial Assistance
- ☐ IN-KIND CONTRIBUTION - Service, Equipment or Materials

Explanation:
Oktoberfest - Our annual gala / fundraiser

Amount (value) Requested: See attached options

6. Details of how the funds will be expended:
Funds are used to buy equipment for our hospital facilities. We also had murals painted on walls @ Willow Creek Continuing Care.

9. Is a copy of the organization's operational or project budget attached?

YES NO

7. Previous Donations

Has your organization received donation from the Town of Claresholm in the past? If so, please explain the amount and use of these donations.

Date	Amount	Use of Funds

8. Organizational Information

What services or activities does your organization provide to the Town of Claresholm residents? (Please attach a list of membership/executive)

~~President~~ Chairman - Dee Dee Linn
Vice-Chair - Mike McAlonan
Treasurer - Roxanne Thompson.
Note: the foundation is currently looking for a new Coordinator.

Describe in broad terms the principal objective of your organization or initiative:

How will your organization acknowledge the Town's donation?

See sponsorship package attached.

10. Please provide a detailed list of all sources of funding for the organization.

Funding Source	Amount	Recommended Use of Funds
Donations from local businesses & citizens.		

2 A Girls Volleyball Provincials

November 24 – 26, 2022
Hosted by WCCHS

September 26, 2022

Town of Claresholm
P.O. Box 1000
Claresholm, AB T0L 0T0

The Willow Creek Composite High school is honoured to have been awarded the 2A Girls Volleyball Provincial Tournament, scheduled to take place on November 24 – 26, 2022. This is an opportunity for the town of Claresholm and local businesses to showcase our vibrant and welcoming community to 200 players and coaches, their families, visiting guests and dignitaries.

We know that the COVID-19 pandemic has profoundly impacted society, an impact that we will feel for years to come. Every individual involved in sport, from leaders to athletes to coaches, at all levels of sport, felt these changes. But, the impact of those changes were likely not experienced equally by all. Reviewing sport participation statistics from before COVID-19, fewer girls participated in sport compared to boys. In addition, more girls experienced unique barriers to participation. The "Pandemic Impact on Girls in Sport" report, which collected data from over 5,000 Canadian families, shows that 1 in 4 girls are not committed to returning to sport post-pandemic. If we don't act now to counter this trend, we might realize a new normal of over 350,000 girls sitting on the sidelines in the post-COVID-19 world.

The success of sport in Canada will depend on girls' engagements and contributions; so now is the time to rethink how we can rebuild sport with and for them. As sport returns to more normal conditions, there is an opportunity to change the minds of girls and actively support them in their return to sport. We must pay attention to what girls want. We must design with their needs at the centre. The time for action is now. By hosting the 2A Girls Volleyball Provincial Tournament, we are actively supporting young women in their pursuit of sports excellence!

With this commitment in mind, the 2A Girls Volleyball Provincials Local Committee would like to extend an invitation for you to be a supporter. In order to host this provincial Tournament, we need to raise $12,000. The money raised will be used to host the tournament in the manner the Alberta Schools' Athletic Association (ASAA) has specifically laid out.

We are reaching out to the Town of Claresholm with the hopes that the Town will support the Tournament through cash donation in the amount of $2,500 to help offset the cost of hosting the event and volunteer coordination.

If you are able to support this significant event in our community or if you have any questions, please do not hesitate to contact me. Thank you for your consideration!

Sincerely,

Nicole Van Langen
Fundraising Chair - 2A Girls Volleyball Provincials Local Committee
E: 2AVolleyballProvincials@gmail.com P: 403-625-8841

Town of Claresholm Application for Donation
(Policy 5.1.01 – Schedule "A")

Date of Application: **September 26, 2022**

Date of Event: **November 24 – 26, 2022**

1. Applicant Information

Name of Applicant: **2A Girls Volleyball Provincials Local Committee**

Address: **Box 219, Claresholm, AB T0L 0T0**

Contact Person: **Nicole Van Langen – Fundraising Chairperson**

Phone, Fax, Email:**Phone: 403-625-8849 Email: 2AVolleyballProvincials@gmail.com**

2. Type of Organization: (circle) ARTS/CULTURE (RECREATION/SPORTS) EVENT OTHER(specify)

3. Is the Organization registered with Revenue Canada as a Charity? (circle) YES (NO)

If yes provide registration date & #

4. Is the Organization incorporated as a non-profit organization? (circle) YES (NO)

If yes provide registration date & #

5. Type of Donation: (check and explain)

□ COMMUNITY EVENT
□ COMMUNITY PROJECT FUNDING
□ IN-KIND CONTRIBUTION - Fee Waiver
□ Other (explain):

☑ SPECIAL EVENT
☑ DONATION - Financial Assistance
□ IN-KIND CONTRIBUTION - Service, Equipment or Materials

Explanation:
The Willow Creek Composite High school is honoured to have been awarded the 2A Girls Volleyball Provincial Tournament, scheduled to take place on November 24 – 26, 2022. This is an opportunity for the town of Claresholm and local businesses to showcase our vibrant and welcoming community to 200 players and coaches, their families, visiting guests and dignitaries.

Amount (value) Requested: $2,500.00

6. Details of how the funds will be expended:
Potential funding would be used to support the coordination of volunteers (volunteer meals, t-shirts); Athlete support (Hall rental for required team banquet, printing supplies for programs)

9. Is a copy of the organization's operational or project budget attached?

YES (NO)

7. Previous Donations

Has your organization received donation from the Town of Claresholm in the past? If so, please explain the amount and use of these donations.

Date	Amount	Use of Funds
n/a		

8. Organizational Information

What services or activities does your organization provide to the Town of Claresholm residents? (Please attach a list of membership/executive)

We know that the COVID-19 pandemic has profoundly impacted society, an impact that we will feel for years to come. Every individual involved in sport, from leaders to athletes to coaches, at all levels of sport, felt these changes. But, the impact of those changes were likely not experienced equally by all. Reviewing sport participation statistics from before COVID-19, fewer girls participated in sport compared to boys. In addition, more girls experienced unique barriers to participation. The "Pandemic Impact on Girls in Sport" report, which collected data from over 5,000 Canadian families, shows that 1 in 4 girls are not committed to returning to sport post-pandemic. If we don't act now to counter this trend, we might realize a new normal of over 350,000 girls sitting on the sidelines in the post-COVID-19 world.

The success of sport in Canada will depend on girls' engagements and contributions; so now is the time to rethink how we can rebuild sport with and for them. As sport returns to more normal conditions, there is an opportunity to change the minds of girls and actively support them in their return to sport. We must pay attention to what girls want. We must design with their needs at the centre. The time for action is now. By hosting the 2A Girls Volleyball Provincial Tournament, we are actively supporting young women in their pursuit of sports excellence!

With this commitment in mind, the 2A Girls Volleyball Provincials Local Committee would like to extend an invitation for you to be a supporter. In order to host this provincial Tournament, we need to raise $12,000. The money raised will be used to host the tournament in the manner the Alberta Schools' Athletic Association (ASAA) has specifically laid out.

See attached Chairperson Contact List.

Describe in broad terms the principal objective of your organization or initiative:

We aim to host a successful provincial championship Volleyball tournament and highlight the community and school while supporting young athletes. We are determined to provide an exceptional experience for all who are attending!

How will your organization acknowledge the Town's donation?

All donors, sponsors and contributors will be acknowledged on Sponsor Recognition Posters, which will be placed throughout the school, community and other public locations within Claresholm.

10. Please provide a detailed list of all sources of funding for the organization.

Funding Source	Amount	Recommended Use of Funds
Community service groups, local businesses, Private donations, door sales, program sales	$12,000.00	All funds raised will be used to support the coordination of the 2A Girls Volleyball Provincial Tournament.



September 21, 2022

Attn: EDO Brady Schnell and EDC members

It's getting to that time of year again, Sooo freaking excited! We have started planning the layout, crafting and getting new props for the 3rd annual Claresholm Haunted House.

Because it is such a big undertaking to set up a large haunting, and the fact that all our people are working volunteers we need the equivalent of a full day to get it up and running. That being said we sent in the request for the Lodge room for October 28th to 30th.

Friday October 28th would be from 5pm to ? then we would finish in the morning of 29th with opening the haunting at 5pm. Sunday would start earlier to open we are thinking at 1pm.

Our goal is to fundraise for the foodbank again as this was very successful last year, the community was very gracious.

Our request to the Edo and EDC would be to ask for funds to pay or at least help pay for the use of the Lodge Room at the community center. As we are a non profit volunteer group any help would be appreciated.

Sincerely,

Darla Slovak, Dalanie Johnson, Lorri Rondeau, Tracy Elke

& all the volunteer crafters, setter uppers and scarers!

Town of Claresholm Application for Donation
(Policy 5.1.01 – Schedule "A")

Date of Application: September 22, 2022

Date of Event: October 29th & 30th, 2022

1. Applicant Information

Name of Applicant: Community Volunteers; Darla Slovak, Dalanie Johnson, Lorri Rondeau, Tracy Elke, and others

Address: Town of Claresholm

Contact Person: Darla Slovak

Phone, Fax, Email: Mobile: (403) 682-7544 email: yourdollarstorewithmore@outlook.com

2. Type of Organization: (circle) ARTS/CULTURE RECREATION/SPORTS EVENT OTHER(specify)

Halloween Haunted House

3. Is the Organization registered with Revenue Canada as a Charity? (circle) YES NO

If yes provide registration date & #

4. Is the Organization incorporated as a non-profit organization? (circle) YES NO

If yes provide registration date & #

5. Type of Donation: (check and explain)

□ COMMUNITY EVENT
□ COMMUNITY PROJECT FUNDING
□ IN-KIND CONTRIBUTION - Fee Waiver
□ Other (explain):
□ SPECIAL EVENT
□ DONATION - Financial Assistance
□ IN-KIND CONTRIBUTION - Service, Equipment or Materials

Explanation:

The volunteers would like to request that the Town of Claresholm pay for the rental, or a portion of the rental for the Community Centre Lodge Room beginning Friday October 28th at 5:00 pm, and ending Sunday October 30th until 11:59 am.

Amount (value) Requested: $660.00

6. Details of how the funds will be expended:

It's getting to that time of year again, and we are sooo excited! We have started planning the layout, crafting and getting new props for the 3rd annual Claresholm Haunted House. Because it is such a big undertaking to set up a large haunting, and the fact that all our people are working volunteers, we need the equivalent of a full-day to get it up and running. Set up will begin Friday at 5:00 pm and be complete for opening on Saturday at 5:00 pm. The second opening will be Sunday beginning at 1:00 pm, followed by take-down. Our goal is to fund-raise for the food-bank again, as this was very successful last year and the community was very gracious.

9. Is a copy of the organization's operational or project budget attached?

YES NO

7. Previous Donations

Has your organization received donation from the Town of Claresholm in the past? If so, please explain the amount and use of these donations.

Date	Amount	Use of Funds
October, 2022	$440.00 from the Economic Development Committee	Rental of Lodge Room October 30th & 31st, 2021
October 2020	Approved use of downtown parking lot	Outdoor event, first year

8. Organizational Information

What services or activities does your organization provide to the Town of Claresholm residents? (Please attach a list of membership/executive)

We are a group of community volunteers with no direct association with a formal community group or non-profit.

In 2021, there were an estimated 400 guests the first night, and 600 guests for the second night. In addition to food donations, there was more than $600 in cash donations for food bank.

Describe in broad terms the principal objective of your organization or initiative:

In 2020, the haunted house was created from a desire to improve community spirit, get people outside, and celebrate Halloween. The Haunted House is made possible by more than a dozen volunteers, and contributions from local business owners. In 2021, with the removal of public saftey measures, we could move the Haunted House indoors and make it even bigger and better. Attendance was fantastic, and the community was very generous in providing donations for the food bank for participation at the event.

How will your organization acknowledge the Town's donation?

The organization can recognize the contributions of the Town of Claresholm on all advertising, flyers, and thank-you's before and after the event. In addition, a small sign can be displayed at the exit of the event which acknowledges the contributions from the Town, volunteers, and local businesses. Once again, for 2022 we will be asking for donations for the Claresholm Food Bank.

10. Please provide a detailed list of all sources of funding for the organization.

Funding Source	Amount	Recommended Use of Funds
Personal donations from community	decorations,	costumes, equipment, money, and/or candy
Contributions from local businesses	decorations,	costumes, equipment, money, and/or candy
Volunteer time (18 - 20 volunteers)	~500 hours	tents, curtains, decorations, costumes, lighting, sound, music, entrance/exit, planning, execution.

REQUEST FOR DECISION

Meeting: October 11th, 2022
Agenda Item: 11

Tax Exemption Applications under C.O.P.T.E.R.

BACKGROUND / DESCRIPTION:

The Town has, in previous years, accepted applications from community organizations for tax exemption under the Municipal Government Act – Community Organization Property Tax Exemption Regulation (C.O.P.T.E.R) and in accordance with the Town of Claresholm Bylaw # 1526.(amended by bylaw 1677) This allows qualified, non-profit or community organizations, to be granted tax relief. There are three (3) applications for review. All three (3) are simply re-applying after their previous three (3) year exemption and have provided all the necessary information that allows them to qualify again. The legislation has not changed thus allowing the applications to again be approved for three (3) years, 2023-2025.

1. The Claresholm Curling Club – Requesting exemption for the area that does not have a liquor permit (see attached assessment)

2. The Claresholm Golf Club – Requesting exemption for the area that does not have a liquor permit (see attached assessment)

3. The Prairie Winds Clubhouse Society- Requesting exemption for the entire assessable area (see attached assessment)

COSTS/ SOURCE OF FUNDING (if applicable):

N/A

PROPOSED RESOLUTIONS:

Accept all three applications for exemption as their status as non-profit or community organizations has not changed.

ACTION:

Moved by Councillor _____ to accept the application and exempt the taxes for The Claresholm Curling Club for 3 years, 2023-2025

Moved by Councillor _____ to accept the application and exempt the taxes for The Claresholm Golf Club for 3 years, 2023-2025

Moved by Councillor _____ to accept the application and exempt thetaxes for the PrairieWinds Clubhouse Society for 3 years, 2023-2025

OR

Moved by Councillor _____ to deny the application and for exemption of the taxes for The Claresholm Curling Club for 3 years, 2023-2025

Moved by Councillor _____ to deny the application for exemption of the taxes for The Claresholm Golf Club for 3 years, 2023-2025

Moved by Councillor _____ to deny the application for exemption of the taxes for the Prairie Winds Clubhouse Society for 3 years, 2023-2025

ATTACHMENTS:

- Applications from The Claresholm Curling Club, The Claresholm Golf Club and the Prairie Winds Clubhouse Society.
- Amended Bylaw #1526 – C.O.P.T.E.R (Amended by bylaw 1677)

APPLICABLE LEGISLATION:

1.) MGA – Community Organization Property Tax Exemption Regulation

PREPARED BY: Lisa Chilton

APPROVED BY: Abe Tinney, CAO DATE: October 7, 2022

Claresholm

Where **Community** Takes Root

June 23rd, 2022

The Claresholm Curling Club
Box 1976
Claresholm, AB T0L 0T0

Attn: Executive Director

Re: Renewal Application for Tax Exemption under C.O.P.T.E.R

After reviewing your agreement under the Community Organization Property Tax Exemption Alberta Regulation (COPTER), your three (3) year agreement expires this year, 2022. In order to continue to receive this exemption, an application has to be filled out, in its entirety, and submitted to the Town Administrator to review in conjunction with the Town's Assessors after which a recommendation will be put forth to Council if the application meets the criteria for taxation exemption. **This application needs to be submitted no later than September 30th, 2022.**

Included with the application forms, and to assist you, is a copy of the Town of Claresholm Bylaw #1526 that provides for this exemption, and a copy of your application from 2019, to help you fill out the details. A large portion of the application will be repeated from this former application but some updated information is required and any changes to status noted.

The Town will be accepting applications for a **three (3) year agreement** in 2022 for the 2023-2025 taxes. If there are any changes to the act you will be notified if further information is required.
Please note that if there are any changes to the status of the organization within the three year period of this application they must be reported immediately to the Town of Claresholm Administration.

Please make note of the deadline for this application and leave yourself time to gather outside information if necessary.

Yours truly

Lisa Chilton
Tax Administrator
Town of Claresholm

Enc. Town bylaw # 1526
Copy of previous application

Application for Property Tax Exemption
Non Profit Organization

Application deadline September 30th of the year preceding the taxation year

FOR OFFICE USE ONLY

Property Roll Identifier	Taxation Year	Date
1917000	2022	Sept 30, 2022

Legal Description: Lot | Block | Plan | Part | Sec. | Township | Range | Mer.

Municipal Property Address: 430 - 53 Ave East, Claresholm, AB T0L 0T0

Total Assessment	Land Assessment	Building Assessment
1,182,720		

PART 1 – PROPERTY INFORMATION (*Required by November 30th of the year preceding the taxation year*)

Name of property owner	Telephone Number (Bus)	Telephone Number (Res)
Town of Claresholm	403 625 3301	N/A

Address of property owner	Postal Code	Fax Number
PO Box 1000 Claresholm AB	T0L 0T0	403 625 3869

Address of property for which exemption is requested: 430 - 53 Ave East Claresholm AB

Portion/Area of the property held by the organization: ☑ All ☐ Part Area Occupied is:

Is there an agreement in place that confirms the portion of the property held by the organization?	If yes, provide expiry date (mm / dd / yyyy)	Date organization took occupancy (mm / dd / yyyy)
☑ Yes ☐ No		1970's

PART 2 – ORGANIZATION INFORMATION

Name of organization operating the facility	Telephone Number (Bus)	Fax Number
Claresholm Curling Club	403 625 3937	403 625 4791

Act under which organization is registered as a non-profit organization	Registration Number
Not for profit	500077870

Organization's objectives/purposes

1. To provide the town of Claresholm and surrounding areas access to
2. the sport of curling
3.
4.
5.

a) Are the resources of this organization devoted to the above objectives/purposes? ☑ Yes ☐ No If No, attach explanation

b) Are there any monetary gains or benefits received by the organization as a result of its provision of services? ☐ Yes If Yes, attach explanation ☑ No

c) Does your organization expect to move from this property during the following year(s)? ☐ Yes If Yes, attach explanation ☑ No

d) Is any income or profits from the organization paid to a member or shareholder of the organization other than as wages? ☐ Yes If Yes, attach explanation ☑ No

e) Are the organization's services similar to any other organization and /or business? ☐ Yes If Yes, attach a sheet providing the organization/business name(s) ☑ No

This information is being collected for property tax exemption purposes in accordance with the Municipal Government Act and Community Organization Property Tax Exemption Regulation (AR281/98) and s.33(c) of the Freedom of Information and Protection of Privacy Act. All personal information will be managed in compliance with the provisions of the FOIP Act. Questions about the collection of this information can be directed to _____ (Municipality Contact Information)

PART 3 – RETAIL COMMERCIAL OR LICENSED AREA

Does the organization have a retail commercial area at this location? ☑ Yes ☐ No

If yes, do you operate this area? ☑ Yes ☐ No on a volunteer basis

What goods or services are sold at the retail commercial area?
Concession sells breakfast, lunch + snack food, Lounge sells alcohol and snacks

For what purpose is the net income from the retail commercial area used?
operating expenses for the Clarecholm curling club - utilities being biggest expense

Has an area within the facility been issued a gaming/liquor license? ☑ Yes If yes, enclose copy ☐ No | Class C | Area (Sq.Ft)

PART 4 – PROPERTY USE INFORMATION specific to a non profit organization

What facilities are on the property?
1. 4 sheets of ice
2. 2 kitchens (only 1 stove)
3. Lounge/meeting area
4. maintenance + compressor room.

What times are they accessible to the general public?	What are the membership requirements including fees?
24-7	$220 membership fee.
Describe the purpose for which the facility is used.	**Describe the typical beneficiary and where they reside.**
Curling	Adults/Juniors in Clarecholm + surrounding area

Are there any restrictions in place preventing anyone from using the facility? ☐ Yes ☑ No

If there are restrictions, explain

Are the services provided by the organization advertised and promoted to the general public, or primarily to members? ☑ General Public ☐ Members

PART 5 – CONTACT INFORMATION

Contact Name	Position with Organization	Telephone Number (Bus)	Telephone Number (Res)
Brendan Fleet	Treasurer	~~403 625 4427~~	403 795 4511
Mailing Address for non profit organization		**Postal Code**	**Fax Number**
POBOX 1976 Clarecholm AB		T0L0T0	403 625 3229
President of Organization	**Telephone Number (Bus)**	**Telephone Number (Res)**	**Fax Number**
Keith Thompson	N/A	403 625 8999	N/A
Treasurer of Organization	**Telephone Number (Bus)**	**Telephone Number (Res)**	**Fax Number**
~~Trisha~~ Brendan Fleet	N/A	403 795 4511	403 625 3229

PART 6 – REQUIRED INFORMATION – *please ensure the following are submitted as attachments*

1) Certificate of Incorporation, current confirmation that the organization is registered in good standing and the Memorandum of Association and the Articles of Association, if any.
2) Copies of:
   - The organizations most current financial statements,
   - Certificate of Title (if applicable),
   - The current lease agreement with the property owner (if applicable),
   - A plan showing the area leased.
3) If applicable, a letter from the property owner confirming that he/she is aware of this exemption application and understands that the municipality will estimate taxes on the area occupied by the organization based on methodology that may be different from that used by the landlord.
4) Any available brochures, newsletters or other pertinent information relative to the organization.
5) Any other information that the Assessment Department may deem necessary.

I certify that I am authorized to submit this application on behalf of the organization, and that the information provided on this application form, and as attachments to this form, is true and accurate in every respect, and that all information required under Part 6 of this application is included.

Brendan Fleet	Sept 29 2022	Treasurer	
Name (Please Print)	Date	Position	Signature

LGS1316 (2010/08)

Claresholm

Summary Report

Year of General Assessment: 2021

Roll: 11917000 **Alt. Key: 2330000**
Legal: 8010781 118 33

Description:
Address: 430 53 AVE E
Asbl. Party: M Municipal
Owner: TOWN OF CLARESHOLM (CURLING RINK)

Zoning: Public
Actual Use: Primary: P10104 Secondary: C10101
Market Loc: 400 HIGHWAY COMMERCIAL
Econ. Zone: Econ Zone 1 - Town of Claresho| Assbl. Land Area: 2.20 Acres

Market Value Land

LandID	Base Code	Site Area	Services	Location Adj.	Asmt	Code	Value
55701596	20 C-COMMERCIAL	2.20 Acres	100%	100%	64	100%	133,000

Marshall & Swift

ImprID	MT- Qu- St	Description	Area (Ft2)	Eff. Year	Asmt	Code	Value
300081162	500-04-61	Warehouse	12,928 Ft	1971	64	92%	1,049,720
					24	8%	91,280

Assessment Totals

Tax Status	Code	Description	Land	Improvement	Other	Assessment
T	24	Non Res Comm Imp/Permits	0	91,280	0	91,280
E	64	Comm Assoc Improved	133,000	1,049,720	0	1,182,720
		Grand Totals:	**133,000**	**1,141,000**	**0**	**1,274,000**

Narratives

52 11-18-2011 Exemption - COPTER Regulation

Inspections

Outside Complete	08-26-2020	SETOGUCHI, Joel	Reinspection Cycle - N/C.
Historical Data	10-10-2018	WEHLAGE, LOGAN	Subdivision Plan/Parcel Change - Council has granted tax exemption for 2019 tax year.
Property	07-29-2011	DALRYMPLE, stewart	Information received from the Town of Claresholm re: COPTER exemption.

Revisions

PR	04-23-2009	YEAR END PROCESS	Assessment Change

AGLC
Choices Albertans can trust.

GAMING, LIQUOR AND CANNABIS ACT
LIQUOR LICENCE

LICENCE NUMBER: 650180-1
CLASS C
CLUB

LICENSEE(S): CLARESHOLM CURLING CLUB 1974
PREMISES: CLARESHOLM CURLING CLUB 1974
ADDRESS: 430 53 AVENUE EAST, CLARESHOLM, ALBERTA

IS AUTHORIZED TO PURCHASE ALL KINDS OF LIQUOR FROM THE AGLC OR AS OTHERWISE APPROVED BY THE AGLC AND TO SELL AND ALLOW CONSUMPTION IN THE AREAS DESCRIBED BELOW, IN ACCORDANCE WITH THE PROVISIONS OF THE GAMING, LIQUOR AND CANNABIS ACT, THE GAMING, LIQUOR AND CANNABIS REGULATION, AGLC POLICIES AND ALL OTHER CONDITIONS PRESCRIBED BY THE BOARD. THE LICENSED PREMISES INCLUDE: (A) THE AREAS WHERE LIQUOR MAY BE SOLD AND CONSUMED; AND (B) AREAS INCLUDING ANY STOREROOM, LOBBY, WASHROOM, KITCHEN, HALLWAY, OR ADDITIONAL AREAS, USED BY THE LICENSEE IN SUPPORT OF THE AREAS WHERE LIQUOR MAY BE SOLD AND CONSUMED.

Maximum Liquor Service Hours and Conditions:

MONDAY TO SUNDAY ----- 9:00 AM TO 2:00 AM, CONSUMPTION TO 3:00 AM.
MINORS ALLOWED AT ALL TIMES.

Designated Areas:

MEMBERS' LOUNGE IN THE SOUTH SECTION OF THE SECOND FLOOR.

Conditions:

LICENCE IS IN EFFECT ONLY WHEN THE APPROVED RECREATIONAL ACTIVITY IS AVAILABLE, DURING ASSOCIATED FUNCTIONS OR AS OTHERWISE AUTHORIZED BY THE REGULATORY DIVISION.

EFFECTIVE: SEPTEMBER 03, 2022 ***EXPIRES:*** SEPTEMBER 02, 2023 (UNLESS CANCELLED OR SUSPENDED EARLIER)

K Machado

Alberta Gaming, Liquor and Cannabis Commission

It is a condition of this licence that the Gaming, Liquor and Cannabis Act and the Gaming, Liquor and Cannabis Regulation and all conditions prescribed by the Board be complied with at all times and any breach of the Act or Regulation or the conditions prescribed by the Board may result in suspension or cancellation of this licence.

THIS LICENCE MUST BE KEPT POSTED IN A PROMINENT POSITION IN THE LICENSED PREMISES.

Application for Property Tax Exemption
Non Profit Organization

Application deadline September 30th of the year preceding the taxation year

FOR OFFICE USE ONLY

Property Roll Identifier	Taxation Year	Date
1163000	2022	Sept 30, 2022

Legal Description — Lot | Block | Plan | Part | Sec. | Township | Range | Mer.

CLARESHOLM GOLF ~~CARS~~ COURSE

Municipal Property Address

Total Assessment	Land Assessment	Building Assessment
2399500		

PART 1 – PROPERTY INFORMATION (*Required by November 30th of the year preceding the taxation year*)

Name of property owner	Telephone Number (Bus)	Telephone Number (Res)
Town of Claresholm	403-625-3381	NA
Address of property owner	**Postal Code**	**Fax Number**
Box 1000, Claresholm, AB		

Address of property for which exemption is requested: 349 39 Ave W, Claresholm, AB

Portion/Area of the property held by the organization: ☒ All ☐ Part Area Occupied is:

Is there an agreement in place that confirms the portion of the property held by the organization?	If yes, provide expiry date (mm / dd / yyyy)	Date organization took occupancy (mm / dd / yyyy)
☐ Yes ☐ No NA		NA

PART 2 – ORGANIZATION INFORMATION

Name of organization operating the facility	Telephone Number (Bus)	Fax Number
Claresholm Golf Club	403-625-3500	403-625-3560
Act under which organization is registered as a non-profit organization	**Registration Number**	
Society Act	50007764	

Organization's objectives/purposes

1. To Provide Golf at a reasonable rate for the general Public + Members
2. To Operate + run golf Coure for the Town of Claresholm
3.
4.
5.

a) Are the resources of this organization devoted to the above objectives/purposes?	☒ Yes ☐ No	If No, attach explanation
b) Are there any monetary gains or benefits received by the organization as a result of its provision of services?	☐ Yes	If Yes, attach explanation ☒ No
c) Does your organization expect to move from this property during the following year(s)?	☐ Yes	If Yes, attach explanation ☒ No
d) Is any income or profits from the organization paid to a member or shareholder of the organization other than as wages?	☐ Yes	If Yes, attach explanation ☒ No
e) Are the organization's services similar to any other organization and /or business?	☐ Yes	If Yes, attach a sheet providing the organization/business name(s) ☒ No

This information is being collected for property tax exemption purposes in accordance with the Municipal Government Act and Community Organization Property Tax Exemption Regulation (AR281/98) and s.33(c) of the Freedom of Information and Protection of Privacy Act. All personal information will be managed in compliance with the provisions of the FOIP Act. Questions about the collection of this information can be directed to _____ *(Municipality Contact Information)*

PART 3 – RETAIL COMMERCIAL OR LICENSED AREA

Does the organization have a retail commercial area at this location? ☒ Yes ☐ No

If yes, do you operate this area? ☒ Yes ☐ No

What goods or services are sold at the retail commercial area?
Golf Products

For what purpose is the net income from the retail commercial area used?
To help pay expenses within organization

Has an area within the facility been issued a gaming/liquor license?	Class	Area (Sq.Ft)
☐ Yes If yes, enclose copy ☐ No		

PART 4 – PROPERTY USE INFORMATION specific to a non profit organization

What facilities are on the property?
1. Golf Course
2. Driving Range
3. Pro shop
4. Restaurant

What times are they accessible to the general public?	What are the membership requirements including fees?
All Time	Annual Dues - See Attached Sheet
Describe the purpose for which the facility is used.	**Describe the typical beneficiary and where they reside.**
Golfing	Carseland and Southern Alberta Residents

Are there any restrictions in place preventing anyone from using the facility? ☐ Yes ☒ No

If there are restrictions, explain

Are the services provided by the organization advertised and promoted to the general public, or primarily to members? ☒ General Public ☒ Members

PART 5 – CONTACT INFORMATION

Contact Name	Position with Organization	Telephone Number (Bus)	Telephone Number (Res)
Lyle Broderson	Club Manager	403-625-3500	403-625-4877
Mailing Address for non profit organization		**Postal Code**	**Fax Number**
Box 2080 Claresholm, AB		T0L0T0	403-625-3560
President of Organization	**Telephone Number (Bus)**	**Telephone Number (Res)**	**Fax Number**
Ted Menzies	403-625-3500	403-625-4291	NA
Treasurer of Organization	**Telephone Number (Bus)**	**Telephone Number (Res)**	**Fax Number**
Todd Hegsey	403-625-3500	403-625-4541	NA

PART 6 – REQUIRED INFORMATION – *please ensure the following are submitted as attachments*

1) Certificate of Incorporation, current confirmation that the organization is registered in good standing and the Memorandum of Association and the Articles of Association, if any.
2) Copies of:
   - The organizations most current financial statements,
   - Certificate of Title (if applicable),
   - The current lease agreement with the property owner (if applicable),
   - A plan showing the area leased.
3) If applicable, a letter from the property owner confirming that he/she is aware of this exemption application and understands that the municipality will estimate taxes on the area occupied by the organization based on methodology that may be different from that used by the landlord.
4) Any available brochures, newsletters or other pertinent information relative to the organization.
5) Any other information that the Assessment Department may deem necessary.

I certify that I am authorized to submit this application on behalf of the organization, and that the information provided on this application form, and as attachments to this form, is true and accurate in every respect, and that all information required under Part 6 of this application is included.

Lyle Broderson	19-09-2022	Club Manager	Lyle Broderson
Name (Please Print)	Date	Position	Signature

Claresholm

Summary Report

Year of General Assessment: 2021

Roll: 11630000 **Alt. Key: 5780000**
Legal: 7810016 R1

Description:
Address:
Asbl. Party: M Municipal
Owner: TOWN OF CLARESHOLM (GOLF CLUB)

Zoning: Public
Actual Use: Primary: P10102 Secondary: C10101
Market Loc: 800 COUNTRY RESIDENTIAL
Econ. Zone: Econ Zone 1 - Town of Claresho Assbl. Land Area: 69.99 Acres

Market Value Land

LandID	Base Code	Site Area	Services	Location Adj.	Asmt	Code	Value
55701376	10 R-RESIDENTIAL	69.99 Acres	100%	100%	64	100%	529,000

Improvements

ImprID	MT- Qu- St	Description	Area (Ft2)	Eff. Year	Asmt	Code	Value
300081891	030-04-27	Garage(MAINTENENCE SHOP)	1,200	1991	64	100%	38,000
300081892	030-04-27	Garage(MAINTENENCE SHOP)	1,008	1985	64	100%	24,000
300081893	030-04-28	Garage	1,472	1979	64	100%	31,000
300081894	035-04-28	OPEN VERANDA - ABOVE ATTACHED GARAGE	1,472	1979	24	100%	14,000
300081895	035-04-28	VERANDA OVER FRONT ENTRY	420	1979	64	100%	5,000
300081896	030-03-27	Garage(PUMP HOUSE)	270	2003	64	100%	13,000

Marshall & Swift

ImprID	MT- Qu- St	Description	Area (Ft2)	Eff. Year	Asmt	Code	Value
300081878	300-03-63	CLUBHOUSE	4,684 Ft	1979	24	50%	259,500
					64	50%	259,500
300081883	505-02-61	Warehouse (Metal Clad)(CART STORAGE&GOLF COURSE)	2,600 Ft	1992	64	100%	1,452,000
300081886	505-02-61	Warehouse (Metal Clad)(CART STORAGE)	2,600 Ft	1992	64	100%	40,000
300121808	876-04-60	Shed (12' x 12')	144 Ft	2015	64	100%	8,000

Assessment Totals

Tax Status	Code	Description	Land	Improvement	Other	Assessment
T	24	Non Res Comm Imp/Permits	0	273,500	0	273,500
E	64	Comm Assoc Improved	529,000	1,870,500	0	2,399,500
		Grand Totals:	**529,000**	**2,144,000**	**0**	**2,673,000**

Narratives

52	11-18-2011	Exemption - COPTER Regulation	
66	09-10-2015	Historical Permit	Permit - D2015.010 / TCHB 0010 15LT / Accessory Building / $8400 - 01/28/2015

Inspections

Historical Data	10-10-2018	WEHLAGE, LOGAN	Subdivision Plan/Parcel Change - Council has granted tax exemption for 2019 tax year.
Visual Exterior	12-08-2015	WEHLAGE, LOGAN	Annual Inspection - gates all locked up, appears small shed garage on site, estimated shed.
Property	07-29-2011	DALRYMPLE, stewart	Information received from the Town of Claresholm re: COPTER exemption.

Government of Alberta

Corporate Access Number

500077664

CERTIFICATE OF STATUS

Form 32

I CERTIFY THAT ACCORDING TO THE OFFICIAL RECORDS OF THE CORPORATE REGISTRY

CLARESHOLM GOLF CLUB
INCORPORATED IN ALBERTA ON 1974/06/04
IS AS OF THIS DATE A VALID AND SUBSISTING CORPORATION.

GIVEN UNDER MY SEAL OF OFFICE IN THE PROVINCE OF ALBERTA.

DATED: 2017/10/10



10/10/2017

Application for Property Tax Exemption
Short Form

Application deadline September 30th of the year preceding the taxation year

FOR OFFICE USE ONLY									
Property Roll Identifier: 10157000							Taxation Year: 2022	Date: Sept 30, 2022	
Legal Description	Lot: 9-10	Block: 10	Plan: 147N	Part	Sec.	Township	Range	Mer.	
Municipal Property Address: 4621 - 2nd St W, Claresholm, AB									
Total Assessment: 193,000	Land Assessment		Building Assessment						

PART 1 – PROPERTY INFORMATION (*Required by November 30th of the year preceding the taxation year*)

Name of property owner: 4621 2nd St West	Telephone Number (Bus): 4036254975	Telephone Number (Res)
Address of property owner: Prairie Winds Clubhouse Society	Postal Code: T0L0T0	Fax Number: 4036253004
Address of property for which exemption is requested: 4621 2nd St West		
Portion/Area of the property held by the organization: ☑ All ☐ Part Area Occupied is:		
Is there an agreement in place that confirms the portion of the property held by the organization? ☐ Yes If yes, provide expiry date _____ (mm / dd / yyyy) ☐ No		Date organization took occupancy (mm / dd / yyyy)

PART 2 – ORGANIZATION INFORMATION

Name of organization operating the facility: Prairie Winds Clubhouse Society		Telephone Number (Bus): 4036254975	Fax Number: 4036253004
Contact Name: Carrie Dahl	Position with Organization: Executive Director	Telephone Number (Bus): 4036254975	Telephone Number (Res)
Mailing Address for non profit organization: Box 1354 Claresholm, AB			Postal Code: T0L0T0

Organization's objectives/purposes

1. Provide Social Support for individuals living with the effects of Mental Illness
2. To provide social programming and opportunities for members to rejoin the world of friendship, family, work, employment and education
3. Peer support, public awarness, advocacy
4. Integration into daily living with support
5. To combat the negative stigma surrounding mental Health.

List the facilities and services provided and how they benefit the general public

1.
2.
3.
4.
5.

PART 3 – REQUIRED INFORMATION – *please ensure the following are submitted as attachments*

1) Certificate of Incorporation, current confirmation that the organization is registered in good standing and the Memorandum of Association and the Articles of Association, if any.
2) Copies of:
   - The organizations most current financial statements,
   - Certificate of Title (if applicable),
   - The current lease agreement with the property owner (if applicable),
   - A plan showing the area leased.
3) If applicable, a letter from the property owner confirming that he/she is aware of this exemption application and understands that the municipality will estimate taxes on the area occupied by the organization based on methodology that may be different from that used by the landlord.
4) Any available brochures, newsletters or other pertinent information relative to the organization.
5) Any other information that the Assessment Department may deem necessary.

I certify that I am authorized to submit this application on behalf of the organization, and that the information provided on this application form, and as attachments to this form, is true and accurate in every respect, and that all information required under Part 3 of this application is included.

Carrie Dahl	Sept 23/22	Executive Director	
Name (Please Print)	Date	Position	Signature

This information is being collected for property tax exemption purposes in accordance with the Municipal Government Act and Community Organization Property Tax Exemption Regulation (AR281/98) and s.33(c) of the Freedom of Information and Protection of Privacy Act. All personal information will be managed in compliance with the provisions of the FOIP Act. Questions about the collection of this information can be directed to _____.
(Municipality Contact Information)

Claresholm

Summary Report

Year of General Assessment: 2021

Roll: 10157000 **Alt. Key: 15680000**
Legal: 147N 10 9-10
Description:
Address: 4621 - 2ND STREET W
Asbl.Party: C Corporation
Owner: PRAIRIE WINDS CLUBHOUSE SOCIETY

Zoning: Residential
Actual Use: Primary: C10304
Market Loc: 100 WEST
Econ.Zone: Econ Zone 1 - Town of ClareshoAssbl. Land Area: 7,800 Sq. Feet

Income Valuation

IncomeID	Location	Property Type	Quality	Valuation	Year Built	Asmt	Code	Value
300005525	Claresholm	Commercial	C	193,000	1925	64	100%	193,000
	Commercial	Commercial		2,869 Ft2				

Assessment Totals

Tax Status	Code	Description	Land	Improvement	Other	Assessment
E	64	Comm Assoc Improved	0	0	193,000	193,000
		Grand Totals:	**0**	**0**	**193,000**	**193,000**

Narratives

52 11-18-2011 Exemption - COPTER Regulation

Inspections

Outside Complete	06-28-2021	SETOGUCHI, Joel	Reinspection Cycle - N/C.
Historical Data	10-10-2018	WEHLAGE, LOGAN	Subdivision Plan/Parcel Change - Council has granted tax exemption for 2019 tax year.
Info From Owner	06-21-2010	DALRYMPLE, stewart	Prairie Winds Clubhouse, having applied and received exemption under COPTER, is exempt.

Revisions

MGA305(3)	01-01-2010	DALRYMPLE, stewart	Exempt as per COPTER (used revision date of January 1, as exempt from that date forward) - Assmt Code 24 to 64

Sales

Date	Asmt	Price	Adj. Price	Sale Code	Type	Ratio	CofT
09-09-2004	$193,000	$147,000	$166,300	8000 Not Verified	Improved	116%	041339802
09-08-2004	$193,000	$58,000	$58,000	8000 Not Verified	Improved	333%	041339001

CORPORATE ACCESS NUMBER

50717558

Alberta

GOVERNMENT OF ALBERTA

SOCIETIES ACT

CERTIFICATE OF INCORPORATION

CLARESHOLM DO DROP IN SOCIETY

WAS INCORPORATED IN ALBERTA ON DECEMBER 4, 1996.

REGISTRIES GOVERNMENT OF ALBERTA

Registrar of Corporations

9704502007 1

REG 3066 (96/01)

CERTIFIED COPY OF
Certificate of Title

B

LINC
0021 078 431

SHORT LEGAL
147N;10;9,10

TITLE NUMBER: 041 339 001
TRANSFER OF LAND
DATE: 08/09/2004

AT THE TIME OF THIS CERTIFICATION

PRAIRIE WINDS CLUBHOUSE SOCIETY.
OF BOX 1354
CLARESHOLM
ALBERTA T0L 0T0

IS THE OWNER OF AN ESTATE IN FEE SIMPLE
OF AND IN

PLAN 147N
BLOCK 10
LOTS 9 AND 10

SUBJECT TO THE ENCUMBRANCES, LIENS AND INTERESTS NOTIFIED BY MEMORANDUM UNDER-WRITTEN OR ENDORSED HEREON, OR WHICH MAY HEREAFTER BE MADE IN THE REGISTER.

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
041 339 002	08/09/2004	MORTGAGE MORTGAGEE - ALBERTA TREASURY BRANCHES. BOX 640 CLARESHOLM ALBERTA T0L0T0 ORIGINAL PRINCIPAL AMOUNT: $43,500

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN ACCURATE REPRODUCTION OF THE CERTIFICATE OF TITLE PRESENTED HEREIN THIS 08 DAY OF SEPTEMBER, 2004

SUPPLEMENTARY INFORMATION
VALUE: $58,000

CORPORATE ACCESS NUMBER: 507175586

Alberta

SOCIETIES ACT

CERTIFICATE

OF

AMENDMENT

CLARESHOLM DO DROP IN SOCIETY
CHANGED ITS NAME TO PRAIRIE WINDS CLUBHOUSE SOCIETY. THE NEW NAME WAS REGISTERED ON 2000/04/19.

REGISTRAR OF CORPORATIONS

Claresholm

Summary Report

Year of General Assessment: 2018

Roll: 10157000 **Alt. Key: 15680000**
Legal: 147N 10 9-10

Description: Prairie Winds Clubhouse
Address: 4621 - 2ND STREET W
Zoning: Residential
Actual Use: Primary: C10304
Market Loc: 100 WEST
Econ.Zone: Econ Zone 1 - Town of Claresholm
Assbl.Party: C Corporation
Owner: PRAIRIE WINDS CLUBHOUSE SOCIETY

Assbl. Land Area: 7,800 Sq. Feet



Income Valuation

IncomeID	Location	Property Type	Quality	Valuation	Year Built	Asmt	Code	Value
300005525	Claresholm	Commercial	C	171,000	1925	64	100%	171,000
	Commercial	C+		2,869 Ft2				

Assessment Totals

Tax Status	Code	Description	Land	Improvement	Other	Assessment
E	64	Comm Assoc Improved	0	0	171,000	171,000
		Grand Totals:	**0**	**0**	**171,000**	**171,000**

Narratives

10 11-18-2011 Exemption - COPTER Regulation

Inspections

Historical Data	10-10-2018	WEHLAGE, LOGAN	Subdivision Plan/Parcel Change - Council has granted tax exemption for 2019 tax year.
Info From Owner	06-21-2010	DALRYMPLE, stewart	Prairie Winds Clubhouse, having applied and received exemption under COPTER, is exempt.
Visual Exterior	04-02-2009	LAMB, Wayne	

Revisions

MGA305(3)	01-01-2010	DALRYMPLE, stewart	Exempt as per COPTER (used revision date of January 1, as exempt from that date forward) - Assmt Code 24 to 64

Sales

Date	Asmt	Price	Adj. Price	Sale Code	Type	Ratio	CofT
09-09-2004	$171,000	$147,000	$166,300	8000 Not Verified	Improved	103%	041339802
09-08-2004	$171,000	$58,000	$58,000	8000 Not Verified	Improved	295%	041339001

Government of Alberta

Corporate Access Number

507175586

CERTIFICATE OF STATUS

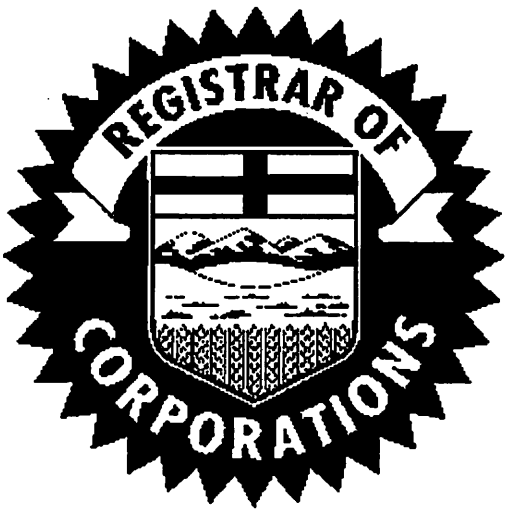
Form 32

I CERTIFY THAT ACCORDING TO THE OFFICIAL RECORDS OF THE CORPORATE REGISTRY

PRAIRIE WINDS CLUBHOUSE SOCIETY
INCORPORATED IN ALBERTA ON 1996/12/04
IS AS OF THIS DATE A VALID AND SUBSISTING CORPORATION.

GIVEN UNDER MY SEAL OF OFFICE IN THE PROVINCE OF ALBERTA.

DATED: 2022/06/06



Claresholm

TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1677

A Bylaw of the Town of Claresholm to amend Bylaw 1526, the Property Taxation Exemption for Community Organizations Bylaw.

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 the Property Taxation Exemption for Community Organizations Bylaw #1526; and

WHEREAS Council deems it necessary to amend the existing Bylaw #1526;

NOW THEREFORE under the authority and subject to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, the Council of the Town of Claresholm, in the Province of Alberta, duly assembled does hereby enact the following:

1. The Town of Claresholm Property Taxation Exemption for Community Organizations Bylaw #1526 shall be amended as follows:

   a) **SCHEDULE "A"** be updated to Alberta Regulation 281/1998 with amendments up to and including Alberta Regulation 56/2019 – "Community Organization Property Tax Exemption Regulation" (attached).

   b) **SCHEDULE "B"** be updated to form LGS1316 (2010/08) – "Application for Property Tax Exemption: Non Profit Organization" (attached)

   c) **SCHEDULE "C"** be removed.

2. This bylaw comes into full force and effect upon third and final reading.

3. Bylaw #1526 is hereby amended.

Read a first time in Council this **9th** day of **September** 2019 A.D.

Read a second time in Council this **23rd** day of **September** 2019 A.D.

Read a third time in Council and finally passed in Council this **23rd** day of **September** 2019 A.D.

Doug MacPherson, Mayor

Marian Carlson, CAO

Schedule "A"

Province of Alberta

MUNICIPAL GOVERNMENT ACT

COMMUNITY ORGANIZATION PROPERTY TAX EXEMPTION REGULATION

Alberta Regulation 281/1998

With amendments up to and including Alberta Regulation 56/2019

Current as of June 18, 2019

Office Consolidation

© Published by Alberta Queen's Printer

Alberta Queen's Printer
Suite 700, Park Plaza
10611 - 98 Avenue
Edmonton, AB T5K 2P7
Phone: 780-427-4952
Fax: 780-452-0668

E-mail: qp@gov.ab.ca
Shop on-line at www.qp.alberta.ca

Copyright and Permission Statement

Alberta Queen's Printer holds copyright on behalf of the Government of Alberta in right of Her Majesty the Queen for all Government of Alberta legislation. Alberta Queen's Printer permits any person to reproduce Alberta's statutes and regulations without seeking permission and without charge, provided due diligence is exercised to ensure the accuracy of the materials produced, and Crown copyright is acknowledged in the following format:

© Alberta Queen's Printer, 20__.*

*The year of first publication of the legal materials is to be completed.

Note

All persons making use of this consolidation are reminded that it has no legislative sanction, that amendments have been embodied for convenience of reference only. The official Statutes and Regulations should be consulted for all purposes of interpreting and applying the law.

(Consolidated up to 56/2019)

ALBERTA REGULATION 281/98

Municipal Government Act

COMMUNITY ORGANIZATION PROPERTY TAX EXEMPTION REGULATION

Table of Contents

1 Interpretation

Part 1
General Rules

2 Application
3 Part of a property
4 Primary use of property
5 Holding property
6 Non-profit organization
7 Meaning of restricted
8 Gaming and liquor licences

Part 2
Qualifications for Exemptions Under Section 362(1)(n)(ii) to (v)

9 Exemption under section 362(1)(n)(ii) of the Act
10 Exemption under section 362(1)(n)(iii) of the Act
11 Exemption under section 362(1)(n)(iv) of the Act
12 Exemption under section 362(1)(n)(v) of the Act

Part 3
Other Property Exempt Under Section 362(1)(n)

13 Definitions
14 Exemption for other property
14.1 Property of residents association
15 Day cares, museums and other facilities
16 Conditions for exemption
17 Waiver of application requirement
18 Retail commercial areas

Part 5
Repeal and Review

22 Repeal

23 Expiry

Interpretation

1(1) In this Regulation,

(a) "Act" means the *Municipal Government Act*;

(b) "charitable or benevolent purpose" means the relief of poverty, the advancement of education, the advancement of religion or any other purpose beneficial to the community;

(c) "general public" means pertaining to the general community, rather than a group with limited membership or a group of business associates;

(d) "professional sports franchise" means a professional sports franchise operating in the National Hockey League, the Canadian Football League, the National Professional Soccer League or the Pacific Coast League;

(d.1) "subsidized accommodation" means

(i) rental accommodation where the Government of Alberta sets the rent at a maximum amount, sets the rent at a percentage of household income or provides the facility with ongoing operating funds,

(ii) rent to own units where the Government of Alberta sets the rent at a percentage of income or sets the rent at a maximum amount, and

(iii) accommodation where the Government of Alberta sets the mortgage payments as a percentage of income;

(e) "taxation" means taxation under Division 2 of Part 10 of the Act.

(2) For the purposes of the Act and this Regulation, "community association" means an organization where membership is voluntary, but restricted to residents of a specific area, and that is formed for the purpose of

(a) enhancing the quality of life for residents of the area or enhancing the programs, public facilities or services provided to the residents of the area, or

(b) providing non-profit sporting, educational, social, recreational or other activities to the residents of the area.

(3) The definitions in sections 1 and 284 of the Act apply to this Regulation.

AR 281/98 s1;182/2008

Part 1
General Rules

Application

2 This Regulation applies to taxation in 1999 and later years.

Part of a property

3 An exemption under section 362(1)(n)(i) to (v) of the Act or Part 3 of this Regulation applies only to the part of a property that qualifies for the exemption.

Primary use of property

4(1) Property is not exempt from taxation under section 362(1)(n)(iii), (iv) or (v) of the Act or Part 3 of this Regulation unless the property is primarily used for the purpose or use described in those provisions.

(2) For the purposes of this Regulation, a property is primarily used for a purpose or use if the property is used for the specified purpose or use at least 60% of the time that the property is in use.

Holding property

5 When section 362(1)(n)(i) to (v) of the Act or Part 3 of this Regulation requires property to be held by a non-profit organization, a society as defined in the *Agricultural Societies Act* or a community association for the property to be exempt from taxation, the property is not exempt unless

(a) the organization, society or association is the owner of the property and the property is not subject to a lease, licence or permit, or

(b) the organization, society or association holds the property under a lease, licence or permit.

Non-profit organization

6 When section 362(1)(n)(i) to (v) of the Act or Part 3 of this Regulation requires property to be held by a non-profit organization, community association or residents association as defined in section 13 for the property to be exempt from taxation, the property is not exempt unless

(a) the organization or association is a society incorporated under the *Societies Act*, or

(b) the organization or association is

(i) a corporation incorporated in any jurisdiction, or

(ii) any other entity established under a federal law or law of Alberta

that is prohibited, by the laws of the jurisdiction governing its formation or establishment, from distributing income or property to its shareholders or members during its existence.

AR 281/98 s6;204/2011

Meaning of restricted

7(1) In this Regulation, a reference to the use of property being restricted means, subject to subsections (2) and (3), that individuals are restricted from using the property on any basis, including a restriction based on

(a) race, culture, ethnic origin or religious belief,

(b) the ownership of property,

(c) the requirement to pay fees of any kind, other than minor entrance or service fees, or

(d) the requirement to become a member of an organization.

(2) The requirement to become a member of an organization does not make the use of the property restricted so long as

(a) membership in the organization is not restricted on any basis, other than the requirement to fill out an application and pay a minor membership fee, and

(b) membership occurs within a short period of time after any application or minor fee requirement is satisfied.

(3) Not permitting an individual to use a property for safety or liability reasons or because the individual's use of the property

would contravene a law does not make the use of the property restricted.

Gaming and liquor licences

8(1) For the purposes of section 365(2) of the Act, property described in section 362(1)(n) of the Act and Part 3 of this Regulation in respect of which a bingo licence, casino licence, pull ticket licence, Class C liquor licence or a special event licence is issued under the *Gaming, Liquor and Cannabis Regulation* (AR 143/96) is exempt from taxation if the requirements of section 362(1)(n) and this Regulation in respect of the property are met.

(2) Despite subsection (1), property in respect of which a bingo facility licence or casino facility licence is issued is not exempt from taxation.

AR 281/1998 s8;56/2019

Part 2
Qualifications for Exemptions Under Section 362(1)(n)(ii) to (v)

Exemption under section 362(1)(n)(ii) of the Act

9(1) The following property is not exempt from taxation under section 362(1)(n)(ii) of the Act:

(a) property to the extent that it is used in the operation of a professional sports franchise;

(b) property that is used solely for community games, sports, athletics or recreation if, for more than 40% of the time that the property is in use, the majority of those participating in the activities held on the property are 18 years of age or older.

(2) Property is not exempt from taxation under section 362(1)(n)(ii) of the Act if, for more than 30% of the time that the property is in use, the use of the property is restricted within the meaning of section 7 as modified by subsection (3).

(3) For the purposes of subsection (2), limiting the participation in activities held on a property to persons of a certain age does not make the use of the property restricted.

Exemption under section 362(1)(n)(iii) of the Act

10(1) Property referred to in section 362(1)(n)(iii) of the Act is not exempt from taxation unless

(a) the charitable or benevolent purpose for which the property is primarily used is a purpose that benefits the general public in the municipality in which the property is located, and

(b) the resources of the non-profit organization that holds the property are devoted chiefly to the charitable or benevolent purpose for which the property is used.

(2) Property is not exempt from taxation under section 362(1)(n)(iii) of the Act if, for more than 30% of the time that the property is in use, the use of the property is restricted within the meaning of section 7.

AR 281/98 s10;182/2008

Exemption under section 362(1)(n)(iv) of the Act

11 Property referred to in section 362(1)(n)(iv) of the Act is not exempt from taxation unless the accommodation provided to senior citizens is subsidized accommodation.

AR 281/98 s11;182/2008

Exemption under section 362(1)(n)(v) of the Act

12(1) The following property is not exempt from taxation under section 362(1)(n)(v) of the Act:

(a) property to the extent that it is used in the operation of a professional sports franchise;

(b) property if, for more than 40% of the time that the property is in use, the majority of those participating in the activities held on the property are 18 years of age or older;

(c) property in Calgary or Edmonton that is held by and used in connection with a community association if the association is not a member of the Federation of Calgary Communities or the Edmonton Federation of Community Leagues.

(1.1) Notwithstanding subsection (1)(c), property held by a community association referred to in that provision is exempt from taxation under section 362(1)(n)(v) of the Act where that community association was a member of the Federation of Calgary Communities or the Edmonton Federation of Community Leagues on January 1, 1999 but cancelled its membership after that date.

(1.2) Subsection (1.1) applies with respect to 2004 and subsequent years.

(2) Property is not exempt from taxation under section 362(1)(n)(v) of the Act if, for more than 30% of the time that the property is in use, the use of the property is restricted within the meaning of section 7 as modified by subsection (3).

(3) For the purposes of subsection (2), limiting the participation in activities held on a property to persons of a certain age does not make the use of the property restricted.

AR 281/98 s12;283/2003

Part 3
Other Property Exempt Under Section 362(1)(n)

Definitions

13 In this Part,

(a) "arts" means theatre, literature, music, painting, sculpture or graphic arts and includes any other similar creative or interpretive activity;

(b) "chamber of commerce" means a chamber of commerce that is a non-profit organization and is a member of the Alberta Chamber of Commerce;

(c) "ethno-cultural association" means an organization formed for the purpose of serving the interests of a community defined in terms of the racial, cultural, ethnic, national or linguistic origins or interests of its members;

(d) "linguistic organization" means an organization formed for the purpose of promoting the use of English or French in Alberta;

(e) "museum" means a facility that is established for the purpose of conserving, studying, interpreting, assembling and exhibiting, for the instruction and enjoyment of the general public, art, objects or specimens of educational and cultural value or historical, technological, anthropological, scientific or philosophical inventions, instruments, models or designs;

(e.1) "residents association" means a non-profit organization that requires membership for residential property owners in a specific development area, that secures its membership fees by a caveat or encumbrance on each residential property title and that is established for the purpose of

(i) managing and maintaining the common property, facilities and amenities of the development area for the benefit of the residents of the development area,

(ii) enhancing the quality of life for residents of the development area or enhancing the programs, public facilities or services provided to the residents of the development area, or

(iii) providing non-profit sporting, educational, social, recreational or other activities to the residents of the development area;

(f) "retail commercial area" means property used to sell food, beverages, merchandise or services;

(g) "sheltered workshop" means a facility designed to provide an occupation for and to promote the adjustment and rehabilitation of persons who would otherwise have difficulty obtaining employment because of physical, mental or developmental disabilities;

(h) "thrift shop" means a retail outlet operated for a charitable or benevolent purpose that sells donated clothing, appliances, furniture, household items and other items of value at a nominal cost to people in need.

AR 281/98 s13;283/2003;204/2011

Exemption for other property

14 This Part describes property that is exempt from taxation under section 362(1)(n) of the Act that is not exempt under section 362(1)(n)(i) to (v) of the Act.

Property of residents association

14.1(1) Property that is owned and held by and used in connection with a residents association is exempt from taxation.

(2) Despite subsection (1), the following property owned and held by and used in connection with a residents association is not exempt from taxation under section 362(1)(n) of the Act:

(a) property to the extent that it is used in the operation of a professional sports franchise;

(b) property if, for more than 40% of the time that the property is in use, the majority of those participating in the activities held on the property are 18 years of age or older;

(c) property if, for more than 30% of the time that the property is in use, the use of the property is restricted within the meaning of section 7 as modified by subsection (3).

(3) For the purposes of subsection (2)(c), limiting the participation in activities held on a property to persons of a certain age does not make the use of the property restricted.

AR 204/2011 s4

Day cares, museums and other facilities

15 A non-profit organization that holds property on which any of the following facilities are operated may apply to the municipality within whose area the property is located for an exemption from taxation:

(a) a facility used for sports or recreation to the extent that the facility is not used in the operation of a professional sports franchise;

(b) a facility used for fairs or exhibitions, including agricultural exhibitions;

(c) a facility used for the arts or a museum;

(d) a program premises as defined in the *Child Care Licensing Regulation* (AR 143/2008);

(e) a facility used by a linguistic organization if

(i) the use of the property by the general public is actively encouraged, and

(ii) a sign is prominently posted in the facility indicating the hours that the whole or part of the facility is accessible to the public;

(f) a facility used by an ethno-cultural association for sports, recreation or education or for charitable or other benevolent purposes if

(i) the use of the property by the general public is actively encouraged, and

(ii) a sign is prominently posted in the facility indicating the hours that the whole or part of the facility is accessible to the public;

(g) a facility in a municipality operated and used by an organization for a charitable or benevolent purpose where

the majority of the organization's beneficiaries do not reside in the municipality;

(h) a facility used as a thrift shop;

(i) a facility used as a sheltered workshop;

(j) a facility operated and used by a chamber of commerce;

(k) a facility used for a charitable or benevolent purpose that is for the benefit of the general public if

(i) the charitable or benevolent purpose for which the facility is primarily used is a purpose that benefits the general public in the municipality in which the facility is located, and

(ii) the resources of the non-profit organization that holds the facility are devoted chiefly to the charitable or benevolent purpose for which the facility is used.

AR 281/98 s15;283/2003;182/2008;77/2010

Conditions for exemption

16(1) A municipality must grant a non-profit organization an exemption from taxation in a taxation year in respect of property referred to in section 15 that is held by the organization if

(a) the non-profit organization makes an application for an exemption to the municipality by September 30 of the year preceding the taxation year and supplies the municipality with the following by November 30 of the year preceding the taxation year:

(i) any information the municipality requires to determine if the organization meets the conditions for the exemption, and

(ii) a description of any retail commercial areas in the facility,

(b) the facility on the property is one of the facilities described in section 15 and the non-profit organization operates the facility on a non-profit basis,

(c) the funds of the non-profit organization are chiefly used for the purposes of the organization and not for the benefit of the organization's directors and employees,

(d) the property is not disqualified by virtue of subsection (2) or (3), and

(e) the requirements of subsections (4) and (5), if applicable, are met.

(2) Property referred to in section 15(a), (b), (c), (e), (f), (j) or (k) is not exempt from taxation if, for more than 30% of the time that the property is in use, the use of the property is restricted within the meaning of section 7.

(3) Property referred to in section 15(d) or (g) to (i) is not exempt from taxation if an individual is not permitted to use the property because of the individual's race, culture, ethnic origin or religious belief.

(4) Before granting an exemption under this section in respect of a property that is held by a non-profit organization, the municipality may require that an agreement between the organization and the municipality be in force that sets out that

(a) the organization will provide the municipality with a report by a time and in a manner specified in the agreement that sets out the information the municipality requires to determine if the organization met the conditions for the exemption during the taxation year, and

(b) if the organization does not comply with the provisions referred to in clause (a), the organization will pay the municipality an amount equivalent to the property taxes that would be payable in respect of the property for the taxation year if the property was not exempt.

(5) Before granting an exemption under this section in respect of a property that is owned by a non-profit organization, the municipality may require that an agreement between the organization and the municipality be in force that sets out that

(a) no disposition of the property may be made without the approval of the municipality, and

(b) if the organization is being wound-up and dissolved, the organization must, if required by the municipality, transfer the property to the municipality.

(6) If a municipality grants an exemption to a non-profit organization and later determines that the organization did not meet the conditions that applied to the organization for the exemption for all or part of the taxation year, the municipality may in the taxation year cancel the exemption for all or part of the taxation year, as the case may be, and require the organization to pay property tax in respect of the property for the period that the exemption is cancelled.

AR 281/98 s16;4/2010;77/2010

Waiver of application requirement

17(1) If a municipality has granted a non-profit organization an exemption from taxation under section 16 in respect of a property, the municipality may grant the non-profit organization an exemption from taxation in the following taxation year under section 16 in respect of the property without requiring the organization to apply for the exemption.

(2) A municipality that has waived an application requirement under subsection (1) in respect of a property for a taxation year may

(a) require the non-profit organization that holds the property to provide any information that the organization may be required to provide if it was applying for an exemption, and

(b) if the non-profit organization does not provide the information, cancel in that taxation year the exemption for all or part of that taxation year and require the organization to pay property tax in respect of the property for the period that the exemption is cancelled.

(3) A municipality may not waive the application requirement under subsection (1) in respect of a property for more than 3 consecutive taxation years.

Retail commercial areas

18(1) In this section, "exempt facility" means a facility or part of a facility

(a) that is held by a non-profit organization, a society as defined in the *Agricultural Societies Act* or a community association and that is exempt from taxation under section 362(1)(n)(i) to (v) of the Act or section 16 of this Regulation, or

(b) that is owned and held by a residents association and that is exempt from taxation under section 362(1)(n) of the Act.

(2) A retail commercial area that is located within an exempt facility is exempt from taxation if

(a) the non-profit organization, society as defined in the *Agricultural Societies Act,* community association or residents association that holds the exempt facility also holds and operates the retail commercial area, and

(b) the net income from the retail commercial area is used

(i) to pay all or part of the operational or capital costs of the exempt facility, or

(ii) to pay all or part of the operational or capital costs of any other facility that is held by the non-profit organization, society, community association or residents association and that is exempt from taxation under section 362(1)(n) of the Act or section 16 of this Regulation.

AR 281/98 s18;204/2011

Part 4 Repealed AR 283/2003 s5.

Part 5
Repeal and Review

Repeal

22(1) The *Community Organization 1998 Property Tax Exemption Regulation* (AR 289/97) is repealed.

(2) Repealed AR 182/2008 s6.

AR 281/98 s22;182/2008

Expiry

23 For the purpose of ensuring that this Regulation is reviewed for ongoing relevancy and necessity, with the option that it may be repassed in its present or an amended form following a review, this Regulation expires on December 31, 2023.

AR 281/98 s23;283/2003;182/2008;4/2010;9/2015; 257/2017;220/2018

SCHEDULE "B"

Application for Property Tax Exemption
Non Profit Organization

Application deadline September 30th of the year preceding the taxation year

FOR OFFICE USE ONLY								
Property Roll Identifier						Taxation Year	Date	
Legal Description	*Lot*	*Block*	*Plan*	*Part*	*Sec.*	*Township*	*Range*	*Mer.*
Municipal Property Address								
Total Assessment		Land Assessment				Building Assessment		

PART 1 – PROPERTY INFORMATION (*Required by November 30th of the year preceding the taxation year*)

Name of property owner	Telephone Number (Bus)	Telephone Number (Res)
Address of property owner	Postal Code	Fax Number

Address of property for which exemption is requested

Portion/Area of the property held by the organization ☐ All ☐ Part Area Occupied is:

Is there an agreement in place that confirms the portion of the property held by the organization?	☐ Yes If yes, provide expiry date _____ *(mm / dd / yyyy)* ☐ No	Date organization took occupancy *(mm / dd / yyyy)*

PART 2 – ORGANIZATION INFORMATION

Name of organization operating the facility	Telephone Number (Bus)	Fax Number
Act under which organization is registered as a non-profit organization		Registration Number

Organization's objectives/purposes

1.

2.

3.

4.

5.

a) Are the resources of this organization devoted to the above objectives/purposes? ☐ Yes ☐ No If No, attach explanation

b) Are there any monetary gains or benefits received by the organization as a result of its provision of services? ☐ Yes If Yes, attach explanation ☐ No

c) Does your organization expect to move from this property during the following year(s)? ☐ Yes If Yes, attach explanation ☐ No

d) Is any income or profits from the organization paid to a member or shareholder of the organization other than as wages? ☐ Yes If Yes, attach explanation ☐ No

e) Are the organization's services similar to any other organization and /or business? ☐ Yes If Yes, attach a sheet providing the organization/business name(s) ☐ No

This information is being collected for property tax exemption purposes in accordance with the Municipal Government Act and Community Organization Property Tax Exemption Regulation (AR281/98) and s.33(c) of the Freedom of Information and Protection of Privacy Act. All personal information will be managed in compliance with the provisions of the FOIP Act. Questions about the collection of this information can be directed to _____.
(Municipality Contact Information)

PART 3 – RETAIL COMMERCIAL OR LICENSED AREA

Does the organization have a retail commercial area at this location? ☐ Yes ☐ No

If yes, do you operate this area? ☐ Yes ☐ No

What goods or services are sold at the retail commercial area?

For what purpose is the net income from the retail commercial area used?

Has an area within the facility been issued a gaming/liquor license? ☐ Yes If yes, enclose copy ☐ No	Class	Area (Sq.Ft)

PART 4 – PROPERTY USE INFORMATION specific to a non profit organization

What facilities are on the property?
1.
2.
3.
4.

What times are they accessible to the general public?	What are the membership requirements including fees?
Describe the purpose for which the facility is used.	Describe the typical beneficiary and where they reside.

Are there any restrictions in place preventing anyone from using the facility? ☐ Yes ☐ No

If there are restrictions, explain

Are the services provided by the organization advertised and promoted to the general public, or primarily to members? ☐ General Public ☐ Members

PART 5 – CONTACT INFORMATION

Contact Name	Position with Organization	Telephone Number (Bus)	Telephone Number (Res)
Mailing Address for non profit organization		Postal Code	Fax Number
President of Organization	Telephone Number (Bus)	Telephone Number (Res)	Fax Number
Treasurer of Organization	Telephone Number (Bus)	Telephone Number (Res)	Fax Number

PART 6 – REQUIRED INFORMATION – *please ensure the following are submitted as attachments*

1) Certificate of Incorporation, current confirmation that the organization is registered in good standing and the Memorandum of Association and the Articles of Association, if any.
2) Copies of:
   - The organizations most current financial statements,
   - Certificate of Title (if applicable),
   - The current lease agreement with the property owner (if applicable),
   - A plan showing the area leased.
3) If applicable, a letter from the property owner confirming that he/she is aware of this exemption application and understands that the municipality will estimate taxes on the area occupied by the organization based on methodology that may be different from that used by the landlord.
4) Any available brochures, newsletters or other pertinent information relative to the organization.
5) Any other information that the Assessment Department may deem necessary.

I certify that I am authorized to submit this application on behalf of the organization, and that the information provided on this application form, and as attachments to this form, is true and accurate in every respect, and that all information required under Part 6 of this application is included.

Name (Please Print)	Date	Position	Signature

REQUEST FOR DECISION

Meeting: October 11, 2022
Agenda Item: 12

Fort Macleod Minor Hockey (FMMH) Youth Fee

BACKGROUND / DESCRIPTION

The Town of Fort Macleod arena needs a repair, which has delayed their ice installation. The expected opening is October 17, 2022. The impact on Fort Macleod Minor Hockey is huge, as tiering for the league starts October 14, 2022. Practices were scheduled to begin the week of September 25-October 1, 2022.

FMMH has booked ice at that Claresholm arena to ensure they have practice times, these were booked at our Out of Town Youth rate. On Tuesday September 27, 2022 the Fort Macleod CAO asked that the Town of Claresholm offer a rate that was closer to the rate that FMMH is charged, to ensure that the club does not suffer financially because of the ice delay.

$123.65/ hour Claresholm Out of Town Youth Rate
$70.90/ hour Claresholm Youth rate, Minor Hockey & Skating Club
$85.00/hour Fort Macleod Youth Rate, Minor Hockey & Skate Club

PROPOSED

That the town of Claresholm charge $97.28/hour which is the mean amount between our Youth fee of $70.90/hour and Out of Town Youth fee of $123.65/ hour.

RECOMMENDED ACTION:

Moved by Councillor _____ to set the ice rental fee for Fort Macleod Minor Hockey at $97.28 until the end of October 2022, to assist residents of the Town of Fort Macleod while their rink undergoes repairs.

ATTACHMENTS:

1.) N/A

APPLICABLE LEGISLATION:

PREPARED BY: Denise Spencer, Recreation Manager

APROVED BY: Abe Tinney, CAO DATE: October 3, 2022

REQUEST FOR DECISION

Meeting: October 11, 2022
Agenda Item: 13

RURAL IMMIGRATION; ENTREPRENEUR STREAM & SETTLEMENT INTEGRATION LANGUAGE PARTNERSHIP GRANT

DESCRIPTION / BACKGROUND:

Claresholm Economic Development has been considering full-time offers of employment to foreign-nationals with the Rural and Northern Immigration Pilot (RNIP) since March, 2020. In that time, the Economic Development Committee has issued 44-community recommendations, benefiting 21-local employers. If you include the family members of these skilled workers, it represents 122 invitations to come live and work in Claresholm. In a recent announcement, the RNIP was extended by 18-months, providing the opportunity to continue recommending full-time job placements until August, 2024.

Foreign national business owners who are self-employed, those who would like to purchase an existing business, or those who want to open a new business in Claresholm do not qualify for the RNIP.

The Alberta Government has opened 2-new immigration pathways under the Alberta Advantage Immigration Program; the Rural Renewal and Rural Entrepreneur streams. While the Rural Renewal stream is very similar to the RNIP program, the Rural Entrepreneur stream provides new opportunity. If approved, Economic Development Claresholm could operate the Rural Entrepreneur stream in parallel with the RNIP program, allowing the community to recruit entrepreneurs as well as skilled workers.

At least 10 communities in Alberta have been approved for 3-years of the Rural Renewal Stream and/or Rural Entrepreneur Stream. Like the RNIP, no financial funding is included in the Provincial approval. However, funding for retention and inclusion is available through the Settlement Integration and Language Partnerships. The Economic Development Officer has consulted with a dozen communities on rural immigration, and has contacts that can help produce a successful application to Alberta's Rural Entrepreneur stream.

COSTS/ SOURCE OF FUNDING (if applicable):

Currently, the Economic Development Department has funding for the Diversity and Engagement Coordinators until March 26, 2023. A second round of funding is now open for applications, and Calgary Catholic Immigration Society is pleased to partner with the Town on another 24-month project that would continue to fund the Diversity and Engagement Coordinators. Claresholm has become renown as a leader in rural immigration, and in the opinion of the Economic Development Officer, has a strong likelihood of success to get further funding to continue the work.

PROPOSED RESOLUTIONS:

Moved by Councillor _____ to direct the Economic Development Officer to prepare and apply to the Alberta Advantage Rural Entrepreneur Stream.

Moved by Councillor _____ to direct the Economic Development Officer to prepare and apply to the Alberta Settlement Integration and Language Partnerships Grant; Building Community Capacity Stream, in partnership with Calgary Catholic Immigration Society and Willow Creek Immigrant Services.

ATTACHMENTS/LINKS:

1.) Alberta Advantage Immigration: https://www.alberta.ca/alberta-advantage-immigration-program.aspx

2.) Settlement Integration and Language Partnerships: https://www.alberta.ca/settlement-integration-language-projects-grants.aspx

PREPARED BY: Brady Schnell, Economic Development Officer

APPROVED BY: Abe Tinney, CAO DATE: October 7, 2022

Town of Claresholm
Income Statement by Function
August 31, 2022

	AUGUST	2022 YTD	2022 BUDGET	YTD % of Budget	
Revenue					
Tax and requisition revenue	(34,551.98)	(4,728,600.67)	(4,075,394.00)	116%	1
General administration revenue	(65,781.36)	(137,347.38)	(121,880.00)	113%	2
Police	-	(3,687.58)	(15,000.00)	25%	
Fire	(600.00)	(37,694.72)	(15,500.00)	243%	3
Bylaw enforcement	(752.24)	(10,154.41)	(18,000.00)	56%	
Common equipment pool	-	(24,779.05)	(40,000.00)	62%	
Roads, streets, walks, lighting	(2,400.00)	(855,147.00)	(1,267,150.00)	67%	
Storm sewers and drainage	-	(2,034.97)	(1,318.00)	154%	4
Water supply and distribution	(258,181.11)	(1,104,719.39)	(1,598,320.00)	69%	
Wastewater treatement and disposal	(92,689.71)	(398,664.04)	(575,312.00)	69%	
Garbage Collection	(56,428.76)	(280,316.71)	(429,000.00)	65%	
Recycling	(40,955.07)	(188,528.18)	(299,280.00)	63%	
FCSS	(2,130.00)	(158,628.19)	(240,344.00)	66%	
Cemetery	(1,300.00)	(11,350.00)	(20,700.00)	55%	
Physician recruitment	-	-	(1,000.00)	0%	
Economic development	(1,080.00)	(162,052.24)	(219,566.00)	74%	
Land use planning, zoning and development	(4,010.40)	(51,020.99)	(82,100.00)	62%	
Parks and recreation	(17,375.20)	(229,413.56)	(763,134.00)	30%	
Culture - libraries and museum	(148.45)	(59,310.82)	(10,000.00)	593%	5
	(578,384.28)	(8,443,449.90)	(9,792,998.00)		
Expenses					
Legislative	7,049.06	67,247.79	116,900.00	58%	
Administration	76,310.39	986,326.40	1,426,034.00	69%	
Police	-	112,190.00	168,179.00	67%	
Fire	8,735.54	131,831.25	205,507.00	64%	
Bylaw enforcement	6,454.49	77,531.75	126,369.00	61%	
Common and equipment pool	30,497.48	305,527.45	515,745.00	59%	
Roads, streets, walks and lighting	38,571.07	345,112.46	611,151.00	56%	
Storm sewers and drainage	947.94	6,990.52	13,347.00	52%	
Water supply and distribution	81,323.95	577,495.95	935,975.00	62%	
Wastewater treatment and disposal	8,259.72	81,552.39	177,529.00	46%	
Garbage Collection	29,198.57	254,089.72	371,575.00	68%	
Recycling	19,821.49	180,176.53	301,988.00	60%	
FCSS	13,609.17	163,327.49	252,438.00	65%	
Daycare	2,944.75	24,513.00	36,292.00	68%	
Cemetery	3,263.54	16,283.17	20,102.00	81%	
Phsyician recruitment	-	741.90	3,000.00	25%	
Economic development	22,260.72	244,904.00	417,226.00	59%	
Agriculture - weed and pest control	1,021.56	4,223.77	19,270.00	22%	
Land use planning, zoning and development	9,932.06	142,001.39	194,554.00	73%	
Parks and recreation	63,521.29	550,807.10	740,757.00	74%	
Culture - libraries and museum	15,630.25	246,045.06	351,607.00	70%	
Amortization	-	-	1,805,159.00	0%	
	439,353.04	4,518,919.09	7,005,545.00		
Net Income	**(132,562.53)**	**(3,924,947.15)**	**(982,294.00)**		

Notes:

1 Tax revenue is in excess of budget due to Q3-Q4 education tax requisitions still to be paid.

2 Administration is over budget due to proceeds on sale of property that isn't budgeted for.

3 Fire revenues are already in excess of budget, primarily due to significant structure fire at 46th Ave on Hwy 2

4 Overbudget due to revenue collected from a developer to install upsized culverts.

5 Museum revenues are over budget due to capital grant funding that was budgeted for last year, but not received until this year for the Museum Sandstone Project ($38,539).

Town of Claresholm
Income Statement by Object
August 31, 2022

	AUGUST	2022 YTD	2022 BUDGET	YTD % of Budget	
Revenue					
Net municipal taxes	(0.03)	(4,383,678.65)	(3,656,794.00)	120%	1
Special assessments	-	(3,289.54)	(5,140.00)	64%	
User fees and sales of goods	(495,123.25)	(2,164,181.34)	(3,129,090.00)	69%	
Government transfers for operating	(36,400.00)	(267,325.25)	(345,671.00)	77%	
Investment income	(10,853.66)	(48,556.68)	(66,000.00)	74%	
Penalties and costs of taxes	(2,713.61)	(101,566.93)	(80,100.00)	127%	2
Licenses and permits	(4,920.40)	(81,083.49)	(113,000.00)	72%	
Other local government transfers	-	(155,703.68)	(202,339.00)	77%	
Proceeds from disposal of capital assets	-	(43,964.05)	(40,000.00)	110%	3
Franchise and concession contracts	(21,251.92)	(197,384.42)	(262,000.00)	75%	
Rental	(5,850.75)	(67,176.69)	(120,330.00)	56%	
Other	(1,270.66)	(40,314.18)	(80,800.00)	50%	
Government transfers for capital	-	(889,225.00)	(1,691,734.00)	53%	
	(578,384.28)	(8,443,449.90)	(9,792,998.00)	86%	
Expenses					
Salaries, wages and benefits	257,315.76	2,103,695.46	3,177,113.00	66%	
Contracted and general services	74,304.09	1,162,607.94	1,799,545.00	65%	
Materials, goods, supplies, and utilities	104,322.70	845,110.23	1,336,655.00	63%	
Bank charges and short-term interest	88.72	787.71	500.00	158%	4
Interest on long-term debt	-	106,878.47	220,326.00	49%	
Other expenditures	272.96	33,461.61	90,040.00	37%	
Transfers to organizations and others	3,048.81	266,377.67	381,366.00	70%	
Amortization	-	-	1,805,159.00	0%	
	439,353.04	4,518,919.09	8,810,704.00	51%	
Internal Transfers					
Internal transfers	6,468.71	(416.34)	-		5
Net Income	**(132,562.53)**	**(3,924,947.15)**	**(982,294.00)**		
Other					
Transfers to/from reserves	-	-	197,392.00	0%	
Capital expenditures	84,365.78	934,136.18	2,259,334.00	41%	
Debt Proceeds	-	-	-		
Debt Principal Repayment	-	128,696.93	337,127.00	38%	
Amortization addback	-	-	(1,805,159.00)	0%	
	(48,196.75)	**(2,862,114.04)**	**6,400.00**		

Notes

1 Tax revenue is in excess of budget due to Q3-Q4 education tax requisitions still to be paid.
2 Penalties on Current taxes applied July 1 - actual above budgeted
3 Proceeds on disposal of equipment was slightly more than budgeted/anticipated.
4 Bank charges are over budget due to undercalculating budget. Total amount is minimal.
5 Internal transfers will balance to NIL at yearend. Current YTD balance is due to timing of entries.

Claresholm

INFORMATION BRIEF

Meeting: October 11, 2022
Agenda Item: 15

FEDERATION OF CANADIAN MUNICIPALITIES GRANTS

BUILDING MONITORING

The Town applied for two programs through the Federation of Canadian Municipalities (FCM). One applies to building monitoring and the other is related to asset management. We were successful in both applications.

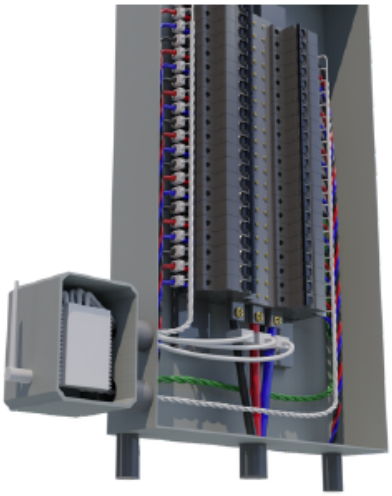
The building monitoring system is with SustainErgy, who will install electronic connectors in the breaker boxes at two of the Town's municipal buildings to start. They will be monitored for a year. The main purpose other than to find power efficiencies/savings was to use this info, as an energy audit to be able to apply for grants for lighting, windows, H-vac and other green fund grants that require an energy audit before you apply. The electronic connectors become the Town's upon completion of the grant, then if desired they can be used in other buildings or for continued monitoring and the only cost would be to the company for that monitoring. The grant covers up to $17,440 of the total project cost of just over $20,000.

CT Clamps:

The first component goes inside the electrical panel and clips on to the wires inside.

- are non intrusive
-there is no modifications needed
-they simply clip on and then are hidden within the electrical panel





Transmitter :

The meter sits beside the electrical panel in a seperate box. All the clamps from within the panel are connected to this transmitter. The purpose of this transmitter is take all the signals from the clamps and to transmit them wifi wifi into the dashboard.



Live view:

Check in anytime to see whats running within your facilities

See what's happening within your facility without even being there.

Past Usage :

See valuable information on which equipment was running, and how much it costs to run it! The system is sensitive enough to provide high-fidelity and granularity - up to the second. updates



ASSET MANAGEMENT

Administration also received email notification that the Town was successful in the application to participate in the Intermediate Asset Management Cohort on behalf of RMA, ABMunis and IAMA. The cost of participating is free, other than travel costs. Participation in the cohort will include three in-person workshops, as well as more frequent conference calls. This is the second round of funding received by the Town for asset management. The first round initiated the Town's asset management program and policy. The second round is an intermediate step in asset management and focuses Level of Service.

ATTACHMENTS: Notification letter

PREPARED BY: Tara VanDellen, Planner/Development Officer

APPROVED BY: Abe Tinney, CAO DATE: October 7, 2022

INFORMATION BRIEF

Meeting: October 11, 2022
Agenda Item: 16

Lowering of Town Speed Limit

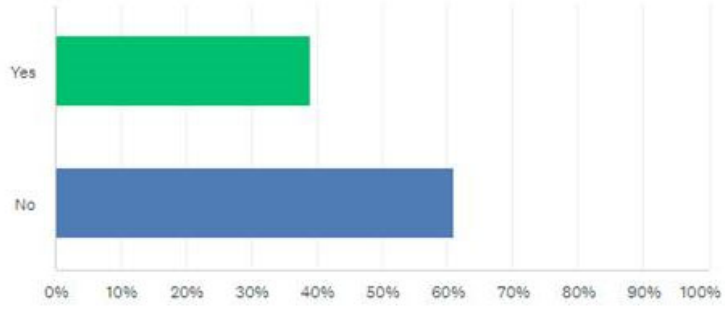
DESCRIPTION / BACKGROUND:

A proposal was given to Council regarding the changing of the unposted speed limit in town from 50km/h to 40km/h. Municipalities throughout the province have already changed their unposted speed limits – Calgary and Edmonton and Nanton for example. Reducing the speed limits reduces the likelihood of accidents on our town roads, as drivers have more time to react to a hazard. Furthermore, the reduced speeds will lead to less damage (severity) if a collision occurs.

A survey was conducted within the Town of Claresholm from August 30, 2022 to September 30,2022, both on-line and a paper copy found in September utility bills. The results of the survey are shown in the table at the bottom of this report. The survey consisted on one question, which was are you in favor of the Town lowering the speed limit.

Are you in favour of reducing the Town of Claresholm's unposted speed limit from 50 km/h to 40 km/h?

Answered: 366 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	39.07%	143
No	60.93%	223
TOTAL		366

The results show that of the 366 responses received (approx. 10% of population) the majority was against the change with one of the main reasons being the cost of replacing the necessary signage and the lack and concern that it won't have any affect as there is lack of enforcement currently for those that are already speeding with current speed limits.

Administration would like direction if council is interested in proceeding with this issue in any way (further engagement, changing the limit). If there is no desire from Council to proceed at this time, then no motion is required.

Claresholm

Claresholm Town Council would like your input!

Town Council is considering reducing the Town of Claresholm's unposted speed limit from 50 km/h to 40 km/h.

ONLINE SURVEY, PLEASE USE THE QR CODE or visit
https://www.surveymonkey.com/r/KZ9SMCG

Background:
At the April 11, 2022 regular meeting of Town Council, Council directed Administration to research reducing the unposted speed limit in Claresholm from 50 km/h to 40 km/h. This proposed change was discussed with the Town's Emergency Services Committee, which includes representatives from Council, the fire department, bylaw and the RCMP.

Information:

- Reducing speed limits reduces the likelihood of accidents, as drivers have more time to react to a hazard. Furthermore, the reduced speeds will lead to less damage (severity) if a collision occurs.
- Changing the limit would not apply to the provincial highways (Highway 2, 520), as those highways are out of our authority.
- All other existing speed zones in Claresholm would not be affected (ie. Playground, school, hospital zones).
- Over the last few years, several municipalities including Edmonton, Calgary, Nanton and Okotoks have changed their unposted speed limits to 40km/h.

Cost:
The cost to replace the 50 km/h speed limit signs with 40 km/h signs in Claresholm is under $5,000.

Survey parameters:

- Open August 31st to September 30th, 2022.
- Only one response from each resident or business owner – property address is required.
- ***Surveys can be completed online or on paper. Paper copies to be returned to the Town Office.***

Are you in favour of reducing the Town of Claresholm's unposted speed limit from 50 km/h to 40 km/h?

YES NO

Property Address in Claresholm (required):_____

PREPARED BY: Brian Webber, Municipal / Bylaw Officer

APPROVED BY: Abe Tinney - CAO DATE: October 7, 2022

Vision	To be the community of choice, leading to a thriving and divers Claresholm	Mission Statement	We will offer family living and encourage economic prosperity through innovative and progressive thinking

Core Values

Community Pride

We take pride in our organization -- in its people, and in the many groups, business and organizations that make it a community. Organizationally, we take pride in the quality and variety of services we provide and the facilities we maintain. We are proud of all that Claresholm has to offer, and whenever possible, we will work to improve and enhance our community.

Healthy, Active Living

The Town of Claresholm will enhance the lives of our residents by supporting Town recreation services and community safety and wellness programming, and by assisting community groups that provide similar services.

Diversity

We recognize and respect the diverse needs of our residents and different sectors of our community. We will seek their input and engagement and grow together.

Forward Thinking

We will plan for the future. We will comply with provincial legislation and understand municipal best practices as we challenge conventional ways of conducting the community's business, managing its finances, and delivering services to our community.

MULTI-YEAR			Assigned to	Update on Progress
POLICY & PLANNING				
	3 Year Operations and 5 Year Capital Plan			
		Revise 3 Year Operations Plan and 5 Year Capital Plan	Blair	Next Audit and Finance Meeting set for October 19th.
	Community Center			
		Work with Community Centre Association to secure funding and facilitate accessibility and front entrance upgrades	Mike/Tara	Community Centre Association was successful with the Community Facility Enhancement Grant. The Community Centre Association will oversee the project and provide updates to the Town.
	Stormwater Infrastructure			
		Finalize and Approve Engineering	Mike	Complete

MULTI-YEAR			Assigned to	Update on Progress
		Secure grant funding for Phase 2	Tara/Mike	Working with Grant Match
ECONOMIC & COMMUNITY DEVELOPMENT				
	Support the EDC			
		Provide Operational Budget for EDC	Council	Complete April 25th, 2022
		Update Economic Development Committee Business Plan	Brady	The EDC Reviewed the updated 3-year Business Plan at the July and August meetings. Attached is the current version 2022-2025, the next EDC review of the plan will be in February 2023.
	Ensure Town is Development Readiness in Areas of Residential, Commercial and Industrial Development			
		Ad Hoc Committee to Address:		
		Residential, Commercial and Industrial Development Best Practices (Including MCC and PPP)	Abe	Committee met Oct. 6th and directeed administration to research a business case for development of Starline Business Park, including up to date development costs because the ASP was completed in 2018. The committee also directed adminsitration to reserach muncipal land development corporations.
		Consider Residential Development in Tax Incentive Program	Tara	Bylaw 1741, Residentail Tax Incentive Bylaw was passed by council on August 15th.
		Sell and Develop Town-Owned Land	Abe/Tara	The town has sold three properties at the airport, four properties at Tammarack and the parade staging grounds.
		Explore Diverse Housing Opportunities (Housing Assessment)	Abe/Brady	The Town was successful in grant/consultation program to work with RDN to improve housing choice. This project will begin after the Housing Needs Assessment and Affordable Housing Strategy are complete. The project will involve policy, bylaw and grant program reviews that will encourage housing development.
		Continue to work with landowners where Area Structure Plans exist (Starline Business Park, Prairie Shores)	Tara/Brady	Administration is looking into options to work with landowners where Area Structure Plans exist, including working with land agents/consultants as a third party in development discussions.

MULTI-YEAR			Assigned to	Update on Progress
	Explore Value-Added Industry Opportunities			
		Continue Membership in Economic Developers of Alberta, Alberta SW and South Grow Regional Initiatives	Council	2022 memberships provided via operating budget.
		Explore FDI in 1-2 Industries from 1-2 Countries	Brady	Participating in SouthGrow International Marketing Project; attracting FDI by targeting investors in the food sector.
		Research Value-Added Agri-Food Examples in Neighbouring areas (Lethbridge, Taber, Calgary)	Brady	Canadas Premier Food Cooridor has successfully attracted the food processing industry. Ongoing
		Explore opportunities in greenhouse farming and speciality agriculture	Brady	Nothing at this time.
	Explore Business Attraction Incentives			
		Adopt Progressive Incentives for Private Development and Re-Development of Commercial and Industrial property	Brady/Tara	Council approved the small business improvement loans program with Community Futures.
		Consider other Incentives (land, utilities and recreation benefits)	Brady	Ongoing conversations at the Community Development Committee
		Provide Expertise and Resources to Investors	Brady	Working on enhancing the webpage and updating resources for investors and potential business owners.
	Business Improvement Programs to Promote Downtown Business Retention, Expansion and Revitalization			
		Community Futures Small Business Loan Program	Brady	Adopted Community Futures Business Improvement Loans program in partnership with Chamber of Commerce.
		New Business Start-up Grants	Brady	Consideration for EDC Budget 2023
		Façade Improvement Grants/Loans	Brady	Consideration for EDC Budget 2023
		Focus on annexed land and vacant properties in downtown core and highway corridor	Brady	Continue to assist development inquiries as they are received.

MULTI-YEAR			Assigned to	Update on Progress
Sound, Responsible Governance				
		Ensure ongoing public participation	Karine/Abe	Delegations to council, postings on board vacancies, social media presence are all ongoing. September: conducted Town Speed Limit Reduction poll in the community.
		Develop Communications and Public Engagement Strategy	Karine/Abe	UPDATE: Administration has begun assessing the Town's current communmications and engagement strategies, as well as best municipal best practices.

MULTI-YEAR			Assigned to	Update on Progress
		Continue to review and update Administration and Council policies	Blair/Abe	The Admin Services committee has reviewed the peace officer bylaws, which must be updated. These will be on a futrue council agenda for discussion/decision. Administration has completed a draft Accumulated Surplus and Restricted Reserves Policy, which will be discussed at the next audit and finance meeting on October 19th.
		Address legislative changes in a timely fashion	Abe	Recent updated bylaws include: Designated Officers and Bylaw Enforcement Officer.
PARTNERSHIPS, COLLABORATIONS, RELATIONSHIPS				
	Build Government Relations at All Levels			
		Look for opportunities to collaborate	All departments	Administration is currently working with the M.D. on the bulk water station. Plans to be discussed at the next FIPC meeting on Oct. 19th.
	Strengthen Stakeholder Relationships			
		Encourage presentations to Council, visit organizations to build relationships and have a presence in the community	Council	Ongoing
		Develop relationships with Land Developers in order to progress on residential development	Brady/Abe	Administration is looking at options to work with landowners where Area Structure Plans exist, including working with land agents/consultants as a third party in development discussions. Recently directed to investigate barriers to development on lands where Area Structure Plan does not exist.
	Relationships with AHS and Other Service Providers			
		Continue to Enhance Relationships with AHS and Other Service Providers	Council	Nothing to report at this time.
VIBRANT COMMUNITY, QUALITY OF LIFE				
	Housing			

MULTI-YEAR			Assigned to	Update on Progress
		Complete Housing Needs Assessment	Brady/Barb	Draft Housing Needs Assessment Received. Work is ongoing, final document expected in October 2022.
		Once Assessment is Complete, Explore how to leverage results and integrate with future housing developments	Brady/Barb	As noted above, the Town was successful with a consulting grant that will provide consulting to the town on how to build on Housing Needs Assessment findings.
	Improvement of Parks			
		Revise Recreation Master Plan to Identify Priority Areas	Denise	Recreation personnel had initial conversation on revising the Master Plan. The recreation manager and CAO have met to discuss incorporating Council Strategic plan into the Recreation Master Plan. Work is ongoing with an initial draft for Council consideration planned for December.
		Pursue Grant Funding for Pathway and Park Expansions	Denise	Administration is actively pursuing grant opportunities.
	Plan Events and Activities that Vitalize Claresholm			
		Economic Development to Coordinate Meeting amongst community groups to ensure resource and knowledge sharing	Brady	More than 30 people in attendance for second Fair Days Organizational meeting. Third and final planning meeting will take place in July.
		Promotion of Parks Through Town Videos	Denise	Administration has connected with a local videographer and is looking to create videos to promote parks and recreation.
		Maintain and Enhance Current Programming	Denise	Currently working on proposal for Council's consideration.

Town of Claresholm

Council Committee Report Date: October 11, 2022

Mayor Petrovic	
Councillor Carlson	
Councillor Cutler	
Councillor Kettles	
Councillor Meister	CAReS A huge amount of volunteer hours are needed to run the shelter. Daytime volunteers are needed. Cat kennels need replacement as they have served their time. Looking into grants to cover the cost. Constantly at capacity lately. Regular calls from long distances looking to see if we have space as shelters are full everywhere. We are unable to accommodate as the space is needed for local animals. Revisited adoption rates. CSDC Sept...We had a presentation from a building consultant. The building is in decent shape but maintenance of windows and roof is recommended. A refreshing coat of paint would also be nice. Grants would be required for these updates. Emphasis was put on

Note: Individual Councillor reports are non-binding, and do not represent the will of Council. Council may only act by resolution in accordance with section 180(1) of the *Municipal Government Act, R.S.A 2000*.

Town of Claresholm

	having a fully developed plan before applying for grants. There were 2 resignations from the board. Oct...Welcomed 2 new members to the board. Around 90% of the votes received were in favour of changing the name of the building to Claresholm social centre. The lights were updated to LED's. The door is now more accessible, with a push button to open. In order to start looking into grants we need a long-term plan and a clear direction that we would like the centre to head. A substantial amount of volunteer hours go into the running of events and the centre itself. We would like to start keeping track. A discussion of allowing volunteers free meals when working events was had, they will still be expected to pay. Possibility of holding an event to recognize them instead. Museum We welcomed our newest member to the board. Bill gave us a rundown of the visit from Jim Ashworth, who is 103! He was one of those showcased in our 'Wings over Clareshom' exhibit. Ali will be attending more training. We would like to combine our archives with those of the library. The Louise McKinney plaque was stolen off the building recently. We've discussed keeping the museum open a little later in the season as well as updating and promoting the gift shop. Fair days were a huge success Thank you to all the hard work and volunteer hours put in! Plans to put our train float in the Santa Claus parade. There will be a Louise McKinney and Henrietta Muir storytelling presentation Oct 15 at the United church. We would like to express our appreciation and thanks to Verne for all his years and hard work as part of the board! CHA I was one of many who attended the RTA session at Parkside. It was a great and informative mini course. It covered tenants, as well as landlords rights and responsibilities. Repair totals from one of the previous tenants came in around $3K. Policy review has been

Town of Claresholm

	completed. The on-call is working out great. New countertops and cabinets in many units with more scheduled to be completed. I had the pleasure of attending Thanksgiving dinner with the residents. It was a lovely meal prepared by many. Mock disaster I was able to be a spectator during some of the emergency training at the town office. We have an amazing team of people working for the town, Claresholm is lucky to have them all!
Councillor Schlossberger	Sept 29 Southgrow Quarterly meeting. Good discussion about water management. Good discussion by Bev Thorton on REDA accreditation. Heated discussion on Federal Governments talk about lowering emissions from the production of nitrate fertilizer. Speaker on this subject tried to lower the fears. Explaining this was not to control the amount of fertilizer used by farmers. Explained the 30% reduction in emissions is not a 30% reduction in fertilizer used like the media was reporting. He said the actual number would be more like 14% reduction in emissions. First meeting for the MD of Willow Creek who joined SouthGrow. Oct 3 Community Hall Board meeting. Went over the plans for the renovations for bathrooms and entry way. Looks good. Created a Building renovations Committee to handle this project on our own. Hall will have to be closed for 8 weeks, looking at February or March as those are our slowest months. New doors on the west side are installed. Carmelle got a grant for half. The Hall board is paying the other half. Total cost $25000.00. Very surprised to find out that there was no wood frame around the outside of these door openings. The old doors hung from a metal bar across the top of the opening. So Westco had to put in wood frames around the openings. The doors will also be wheelchair accessible with rams being installed on both sets of the west doors. This are heavy metal doors that will only open to 90 degrees. Problems with the fire alarms. They have been going off during events. Investigated by the Town. Turns out condensation was dripping down on the sensor and triggering the alarms. Will have to relocate the sensor. Also a short in Lodge room with

Town of Claresholm

	2 plug ins not working. Will have locate the short and replace. More activity at the hall!! Oct 5 Attended the opening hours of the Mock Disaster. Looked like fun. I only had to phone in requests. Oct 5 Attended Southgrow's Increase your workforce seminar. Southgrow in partnership with Rural Development Alberta are spearheading this project. Taber has been approved. 6 other communities are in the process of applying. I know Pincher Creek is also looking at applying. Brady did a great job of talking at this seminar about our experiences, pitfalls to watch for and recommendations. Brady has been helping Taber with their process. GOA modelled this program after the RNIP program and consulted with EDC and Brady about how and what to include in this program. Had a good discussion with a lady who works a machine shop in Lethbridge. They supply all the machinery for Cavendish, MCains etc. I asked her how many people they could hire today if they were available. She said 10. Mill rights, welders etc. She said their labour shortage was affecting their output and bottom line. She was happy because they just hired 3 Ukrainian refugees. Talked with a young man who had started a company consulting for large farms, packing houses and feedlots. Said he is seeing the increasing shortage of workers in all these areas. Came to see if he could learn about immigration so he could incorporate it in his consulting business. Good meeting. Oct 5 Alberta Southwest in Cowley. Discussion about 2 or 3 communities going together to work together to get deal on a developer to build apartment buildings in all three communities. All three would be identical!! Interesting concept. Talked about the funding we may be getting from the GOA. If we get what we have been promised Alberta Southwest may look at hiring a part time person to help website redesign and new ways to communicate with our communities. Everyone of our communities have labour and housing shortages. I asked Bev if she would feel ok about me sharing her directors report. She said that would be fine. Good meeting!

Town of Claresholm

Councillor Zimmer	

Note: Individual Councillor reports are non-binding, and do not represent the will of Council. Council may only act by resolution in accordance with section 180(1) of the *Municipal Government Act, R.S.A 2000*.

Claresholm

INFORMATION BRIEF

Meeting: October 11, 2022
Agenda Item: 19

COUNCIL RESOLUTION STATUS

Regular Scheduled Meeting - September 26, 2022				
1	BYLAW #1748 - Moved by Councillor Cutler to give Bylaw #1748, the Designated Officers Bylaw, 2nd Reading. CARRIED Moved by Councillor Carlson to give Bylaw #1748, the Designated Officers Bylaw, 3rd and Final Reading. CARRIED	Karine	Bylaw printed & signed	Complete
2	BYLAW #1749 - Moved by Councillor Kettles to give Bylaw #1749, the Bylaw Officer Bylaw, 2nd Reading. CARRIED Moved by Councillor Zimmer to give Bylaw #1749, the Bylaw Officer Bylaw, 3rd and Final Reading. CARRIED	Karine	Bylaw printed & signed	Complete
3	BYLAW #1750 - Moved by Councillor Zimmer to give Bylaw #1750, a Land Use Bylaw Amendment, 1st Reading. CARRIED	Tara	To be on an upcoming agenda for public hearing and 2nd and 3rd readings, public hearing adverstised as per MGA requirements.	Complete
4	Delegation Response: STARS - Moved by Councillor Schlossberger to support the Shock Trauma Air Rescue Society (STARS) with a $2 per capita donation for the 2023, 2024 and 2025 fiscal years. CARRIED MOTION #22-124	Blair	Updated 2023 Budget draft and 3 Year Operational Plan draft for this contribution. STARS notified.	Complete
6	CORRES: RDN - Moved by Councillor Carlson to put two names forward for the Platinum Jubilee Medal (Alberta) Program through the Rural Development Network: Harold Seymour and Doug Leeds. CARRIED MOTION #22-125	Abe/Karine	Submissions are being formatted	In progress
8	RFD: Chinook Arch Regional Library System - Moved by Councillor Schlossberger to approve the Chinook Arch Library Board 2023-2026 Municipal Levy Schedule as presented. CARRIED MOTION #22-126	Blair	Informed Chinook Arch of the motion passed and updated 2023 Budget draft and 3 Year Operational Plan draft.	Complete
9	RFD: Fortis Franchise Renewal - Moved by Councillor Cutler to renew the franchise agreement with FortisAlberta for an additional five (5) year term. CARRIED MOTION #22-127	Blair	Correspondence has been sent.	Complete

10	RFD: FCM Grant - Moved by Councillor Schlossberger to direct staff to apply for the asset management cohort program opportunity from the RMA, AUMA, and IAMA, and the Town of Claresholm commits staff and other personnel to participating in the asset management cohort program to advance our asset management program, and commit financial support from its budget toward the costs of this initiative for staff travel and accommodation. CARRIED MOTION #22-128	Tara/Blair	Application submitted.	Complete
11	RFD: FCSS Support Worker for Seniors - Moved by Councillor Meister to approve the Memorandum of Understanding with the Claresholm/Vulcan Coordinated Community Response to Elder Abuse Coalition as presented, for a 0.5 FTE position to work with Claresholm FCSS. CARRIED MOTION #22-129	Barb	Position is being advertised & posting will remain open until a suitable candidate is found	Complete
17d	IN CAMERA: Personnel - Moved by Councillor Zimmer to approve the HR matter as discussed in closed session. CARRIED MOTION #22-130	Abe	Work is ongoing.	In progress

PREPARED BY: Karine Keys, CLGM, Finance Assistant

APPROVED BY: Abe Tinney, CAO DATE: October 7, 2022

INFORMATION ITEMS

MUNICIPAL PLANNING COMMISSION MINUTES

August 19, 2022
Town of Claresholm – Council Chambers

Attendees: Chelsae Petrovic – Mayor
Brad Schlossberger - Council Member (Chairperson)
Doug Priestley - Member-at-Large – VIA ZOOM
Jeff Kerr – Member-at-Large (Vice Chairperson)
Kieth Carlson – Council Member – VIA ZOOM

Staff: Tara VanDellen – Planner/Development Officer
Tracy Stewart – Development Assistant – VIA ZOOM

Public: Rob Vogt – Claresholm Local Press
Alanna Fagervik – Applicant – VIA ZOOM
Kurtis Thomas - Applicant

9:00 a.m. **Call to Order /Adoption of Agenda**

Motion to adopt the Agenda by Jeff Kerr

Seconded by Doug Priestley

CARRIED

Adoption of Minutes

- July 22, 2022

Motion to adopt the Meeting Minutes By Mayor Petrovic

Seconded by Jeff Kerr
CARRIED

Item 1: ACTION **DEVELOPMENT PERMIT**

File:	D2022.058
Applicant:	S.O.M. Properties Ltd. (Alanna Fagervik)
Owner:	Livingstone Range School Division
Address:	5202 5 Street E
Legal:	Block A, Plan 6074HA
Regarding:	Change in use – vacant to Assisted Living (independent seniors living residence)

Condition*(s):*

Motion to approve with conditions by Councilor Carlson

Seconded by Doug Priestley

CARRIED

1. *Any further change in use (additions, renovations, or intensifications of use) will require a new permit application.*
2. *Development Permit fees for the renovation in the amount of $2 per $1000 project value will be required at time of building permit application (for the value of work being done at that time).*
3. *The applicant shall ensure that building materials and waste materials on the premises are removed or contained and secured in such a manner that prevents such material from being blown off or scattered from the property.*
4. *The applicant shall obtain any relevant Safety Code Permits and approvals from Superior Safety Codes Inc. Please direct any inquiries to Superior Safety Codes Inc. at 403-320-0734.*
5. *This application is for a change in use only, any proposed signs will require a separate application.*
6. *Any contractors or trades people are required to obtain a Town of Claresholm Business License. For more information, please contact the Town of Claresholm Administration Office (403) 625-3381.*
7. *The applicant must hold a valid Town of Claresholm business license prior to operating.*
8. *The applicant shall be responsible for making arrangements with the Town of Claresholm Utility Department regarding the connection to municipal water services, (water, sanitary, garbage, recycling) including the procurement of the water meter (if needed). Please contact Marianna Orge at the Town Office 403-625-3381.*
9. *The applicant shall ensure that underground utilities are marked prior to commencing with digging on site. Please call Alberta One Call at 1-800-242-3447.*
10. *Garbage and recycling bin location to be identified to allow crews access with vehicles, and the location to be screened appropriately.*
11. *The applicant shall adhere to Schedule 8 Parking and loading requirements (sizes/loading) etc.*
    a. *Provide accessible parking spaces, located closest to the public entrance of the building, to be identified by and signed/pavement markings.*
    b. *Ensure all parking areas are upgraded (paved if required / stalls delineated) to provide for orderly parking and permit adequate drainage, snow removal and maintenance.*

Note:

Please contact the Public Health Inspector to ensure any AHS requirements for inspections are completed and provided to the Town prior to the issuance of the business license.

Andrew O'Laney- andrew.olaney@ahs.ca 1-587-779-3808.

Item 2: ACTION **DEVELOPMENT PERMIT**

Motion to approve with conditions by Jeff Kerr

Seconded by Councilor Carlson

CARRIED

File:	D2022.060
Applicant:	M & P Trailer Sales
Owner:	Kelly & Tracey Matthews
Address:	280 59 Avenue E
Legal:	Block 3, Plan 731663
Regarding:	Permanent Shipping Container

Condition*(s):*

1. *The applicant must adhere to the Town of Claresholm Land Use Bylaw No. 1525, Schedule 11 – Shipping Containers.*
2. *The container must be located as per the site plan, any changes will require new approval. If additional containers are desired a new application will be required.*
3. *The container cannot display any advertising, logos, or other marketing and must be maintained in good condition.*
4. *The container must be painted to match the existing building.*

Item 3: ACTION **DEVELOPMENT PERMIT**

Motion to approve with conditions by Mayor Petrovic

Seconded by

File:	D2022.059
Applicant:	Kurtis Thomas

MUNICIPAL PLANNING COMMISSION MINUTES

August 19, 2022
Town of Claresholm – Council Chambers

Owner:	Kurtis & Shari Thomas	**Councilor Carlson**
Address:	126 46 Avenue W	
Legal:	Lot 23 & 24, Block 5, Plan 147N	**CARRIED**
Regarding:	Rear yard accessory building with variance to max height	

Condition*(s):*

1. *The Applicant shall obtain all relevant Safety Code Permits and approvals from Superior Safety Codes Inc.*
2. *The Applicant shall ensure that building materials and waste materials on the premises are removed or contained and secured in such a manner that prevents such material from being blown off or scattered from the property.*
3. *Any contractors or trades people are required to obtain a Town of Claresholm Business License. For more information, please contact the Town of Claresholm Administration Office (403) 625-3381.*
4. *The Applicant shall obtain an Alberta One Call prior to any digging. 1-800-242-3447.*
5. *As per the Town of Claresholm Land Use Bylaw No.1525 the Applicant shall finish the exterior of the development with materials to match the residential character of the neighborhood (match the existing residence or a neutral color that fits within the character of the neighborhood).*
6. *As per the Town of Claresholm Servicing Standards for Municipal Improvements the applicant shall adhere to storm drainage system requirements and direct all storm water to the storm drains.*
7. *Any further changes to issued permits or site plans require prior approval by the Town of Claresholm before proceeding with any changes.*

Item 4: ACTION **HOME OCCUPATION**

Motion to approve with conditions by Doug Priestley

File:	D2022.061	**Seconded by Jeff Kerr**
Applicant:	Kristina Lybbert	
Owner:	Curtis Hanselmann	**CARRIED**
Address:	5504 5 Street W	
Legal:	Lot 6A, Block 1, Plan 9310202	
Regarding:	Home Occupation – day home	

Condition*(s):*

MUNICIPAL PLANNING COMMISSION MINUTES

August 19, 2022
Town of Claresholm – Council Chambers

1. The applicant shall adhere to the stipulations stated in Schedule 10, of the Town of Claresholm Land Use Bylaw No. 1525.
2. As per, Schedule 10, of the Town of Claresholm Land Use Bylaw No. 1525, Municipal Planning Commission would like to emphasize that all permits issued for home occupations shall not involve the display or storage of goods and equipment upon or inside the premises in such a manner that these items are exposed to public view. All work is to be done within the rear detached garage.
3. As per, Schedule 10, of the Town of Claresholm Land Use Bylaw No. 1525, Municipal Planning Commission would like to emphasize that all permits issued for home occupations must be renewed annually and may be subject to periodic reviews and may be revoked if the Municipal Planning Commission determines that the use has become detrimental to the residential character and amenities of the neighborhood.
4. Please note that the home occupation development permit will lapse/expire if a business license is not obtained within 1 year from the date of approval, or subsequently, if the business license is not purchased annually.
5. Please contact the Public Health Inspector to ensure any AHS requirements for inspections are completed and provided to the Town prior to the issuance of the business license.

   Andrew O'Laney- andrew.olaney@ahs.ca 1-587-779-3808.

9:25 a.m.

Motion to adjourn by Mayor Petrovic

CARRIED

Next Meeting to be held September 16, 2022

Claresholm Community Centre Association

May 31, 2022

7:30 p.m.

Members present: Marni Lane, Carmelle Steel, Shayne Petersen, Shirley Isaacson, Butch Glimsdale, Brad Schlossberger, Walt Lane, Breanna Seeman, Sherry Bourassa

1. Meeting called to order at 7:30 pm
2. Minutes and agenda approved by Brad. Seconded by Shirley.
3. Caretaker Report: Taken as information, see attached
4. Treasurer's Report – Balance sheet and profit/loss for 2022 presented as well as printout of fundraising event income and expense. 2 - 3 bookings per month over the summer. Shirley moved to accept the report as presented. Marni seconded.
5. Old Business –
    a. Fundraiser update - As noted in the treasurer report, 6215.10 was raised at the event.
    b. West door replacement – in progress, still waiting to see if standard doors can be modified or if custom are required. Shayne noted we need to see if there can be a stop added to prevent the doors from being opened to far which results in the hinges being sprung. Wesco will review calendar to ensure they are not doing any prep or installation that would interfere with the rentals
    c. Community Foundation grant – received cheque and was able to give them a tour of the hall to see the other projects they have helped fund. They were glad to see where their funds have been used and how it has been a benefit to the hall and community
    d. Renovation status – new diagram reviewed and noted that the office has been converted to a family bathroom. The office is needed so converting it is not an option. No update of funding.
6. New Business –
    a. Ovens and stoves – 2 events have reported that the ovens do not heat to the indicated temp and do not maintain even temperature. They are now within 25 degrees. Pilot lights do blow out once in awhile still. The small range is from the old auxiliary hospital. We did have some quotes fore replacement a few years ago. Marni will contact Crown Equipment in Lethbridge to see what options there are for replacement. We should obtain input from our users to determine what we should have 9grill, number of burners, etc). Sherry will bring it up at the next Lions meeting, Brad will talk to Kieth as well for ideas.
    b. Static Issue in hall – John is getting ground rods put in the furnace room and outside. Once that is in, need to evaluate if that has resolved the issue or if further diagnostics are required.

Next meeting date in September to be determined. Meeting adjourned at 8:30 pm.

Caretaker Report May 31, 2022

- Shayne noticed on calendar that the Lions are marked as renting the kitchen on Aug 12 – Main hall is booked for the weekend which includes the kitchen. Shayne will talk to Town office to find out if the renter was consulted. Noted that in the past Lions has used the curling rink kitchen if the hall has been rented out
- Arts Society left the hall spotless after their last event, Shayne wanted to pass along a thank you
- There are very few serving utensils, so renters are advised to have their caterers bring their own including butcher knives. It is hard to keep them as they get mixed up with stuff renters bring in. Need to do an inventory list of these items. If we want to keep a good inventory we may need to have a lock box for them with an inventory list in it, so we can track and charge for missing items
- Water/juice jugs are very old and some are stained. Need to look at replacing them

Minutes
SouthGrow Quarterly Board Meeting
Thursday, April 28 – 6:00 p.m.
Exhibition Park, Lethbridge. Saddle Room.

In Attendance

Peter Casurella, Jim Willett, Laurie Lyckman, Marsha Jensen, John Turcato, Brad Schlossberger, Raymond Coad, Mark Sayers, Bill Chapman, Cole Dunham, Dale Pickering, Henry de Kok, Scott Akkermans, Scott Alexander, Trevor Lewington, Shayne Johnson, Jordan Sailer, Bev Thornton, Erin Crane, Ben Young, Mike Warkentin, Bev Lanz, Heath Wright, Doug Fraser

1. Call to Order and Introductions – Chairperson Jim Willett called the meeting to order at 7:10 pm

2. Additions to the Agenda - None

3. Approval of the Agenda – Motion required

Motion: That the Agenda as presented for the September 2021 Quarterly Meeting of the SouthGrow Regional Initiative be approved as presented.
Moved by: Laurie Lyckman
Approved

4. Approval of minutes from the Quarterly Board Meeting on December 16th, 2021 - Motion required

Motion: That the minutes of December 16th Quarterly Meeting of the SouthGrow Regional Initiative be accepted as presented.
Moved by: John Turcato
Approved

5. Introductions

   a. Round table introductions of people present.

      i. The group did round-table introductions. A lot of new faces with the group following the election in the fall.

6. Correspondence

   a. Fulfillment Report from Tourism Lethbridge

      i. Erin Crane, Executive Director of Tourism Lethbridge, presented on the work completed in partnership with SouthGrow in the preceding year. She expanded on the food tour routes they had developed.

7. Reports and Presentations

   a. Chairperson's Report to the Board – Mayor Jim Willett

      i. Jim Willett talked about the need for Board Members to communicate reports back to their councils and show up and participate in meetings.
      ii. He discussed the meeting with Minister Doug Schweitzer along with Alberta SouthWest and expanded on the successes we saw in the past year in spite of the Covid 19 pandemic.

   b. Executive Director's Report on Operations and Opportunities

i. Peter reviewed his report on the operations and opportunities, giving a detailed breakdown of what we accomplished and why and where we missed the mark on any of our operational objectives.

c. Committee or Individual Reports

- ZEVIP Committee: John Turcato delivered a report on the ins and outs of the committee's work to get the ZEVIP program fully set up and the contracts negotiated, together with the firm lie they had to hold with NRCAN on moving goalposts.

8. Financial Report – Motion required

i. Peter and Laurie presented on the finances of the association to the full Board.

Motion: That the Financial report for the year to date be accepted as presented.
Moved by Brad Schlossberger
Seconded by Scott Alexander
Approved

9. Old Business

a. None.

10. New Business

a. Review and Approval of 2022-23 Operational Plan and Budget

i. Peter presented the Operational Plan and budget. No discussion.

Motion: That the Operational Plan and Budget for the 2022 – 23 operational year be approved as presented.
Moved by John Turcato
Seconded by Dale Pickering
Approved

b. Location and community host for Annual General Meeting

i. Dale Pickering and Coaldale volunteered to host the AGM at the Gem of the West Museum. Agreement.

11. Closed session (if required) – None

12. Next Quarterly Board Meeting / Date of AGM – June 23rd in Coaldale

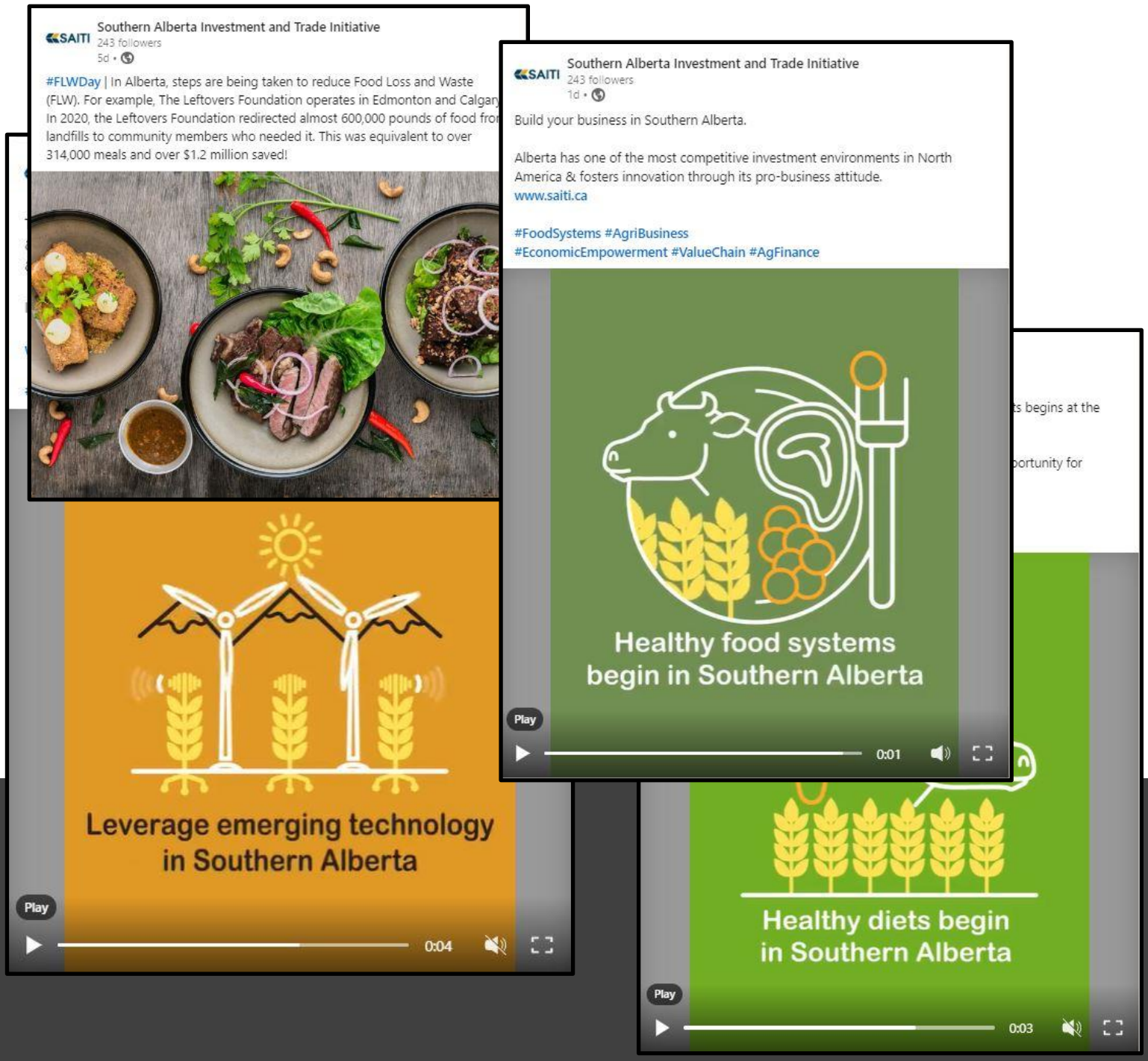
13. Adjournment – Motion required

Motion: That the Quarter 1 General Meeting of the SouthGrow Regional Initiative Board of Directors be Adjourned
Moved by Scott Alexander
Approved

Meeting adjourned at 8:08 pm

SOUTHGROW
REGIONAL ECONOMIC DEVELOPMENT
GROWTH • INNOVATION • PROSPERITY

September 2022| By: Peter Casurella



Monthly Report

For Mayors and Reeves

SouthGrow Regional Initiative

P: 403-394-0615

E: peter.casurella@southgrow.com

September 2022

Dear Mayors and Reeves,

Having kicked things off in June, we are 1/3 of the way through our year-long global marketing project, and it's going really good!

During the month of September, our ads on Twitter had 16.6k impressions per day yielding 240 clicks, for a cumulative total of **459,211 impressions**!

On LinkedIn we had **28,934 impressions** and 252 clicks. Although overall impressions are lower, the quality of our ad spend on LinkedIn is higher. We get more clicks per dollar spent and people here spend more time on our site than visitors from other sources.

The bulk of our traffic comes from the United States, followed by Canada, then Belgium, France, and the Netherlands. Our LinkedIn ads specifically put our ads in front of the middle to upper level management of global food production companies.

What do we know 4 months into the program?

1. Our campaign is killing it at driving awareness of the agri-food industry in Southern Alberta.
2. We are successfully getting that message to people in the agri-food industry across North America and Western Europe.
3. It's not so great at tracking conversions or driving direct connections.
4. It's been successful enough that we need to make sure leads are getting to high-quality information whenever they click through to our site.
5. Investment inquiries into the region are way way up over previous years, but we don't know how much our campaign is contributing to that or how much is based on other factors.

What are we gonna do next?

1. We're gonna leverage the success we've seen so far to apply for grant funding to continue the program beyond next spring along with a re-fresh of the ads if we can swing it.
2. We're going to improve the landing page content (www.saiti.ca) and look for ways to drive more direct calls/connections
3. We need to do a better job of compiling and centralizing industrial offerings and information for the region. Part of the problem with this is that it is a rapidly changing market. Land sells fast in general across the region.
4. We're gonna look for ways to collaborate more heavily with our GOA investment attraction reps.

What can YOU do?

I would encourage you to follow the Southern Alberta Investment and Trade Initiative (SAITI) on twitter and LinkedIn and share our tweets and ads as they come across your feed. The more people who do, the farther the message spreads!

Sincerely,

Peter Casurella
Executive Director
SouthGrow Regional Initiative
1-403-394-0615

Headlines for September 2022

Please find below a summary of our operational plan. As the year progresses you will see a rolling report here that tracks our progress on each of the deliverables in real-time. For this month, see attached a separate document that has the whole plan as approved by our Board of Directors.

Pillar I: Strategic Collaboration

I. **Member Engagement**

A. **Annual Council Presentations**
- Presentations are over halfway done.

B. **Councillor Training**
- Training event booked for November. Invitations will be sent out soon.

C. **Government Relations Committee**
- JEI was unable to progress with the REDA contract due to Ministerial turnovers, but strong promises have been made by multiple ministers that the REDAs will see something substantive this fall.

D. **Annual Economic Development Summit**
- To be planned for March 2023

II. **Build and Sustain Collaborations**

A. **Southern Alberta Alternative Energy Partnership – ARRCUS Mapping Project**
- Project complete. Visit **www.saaep.ca/industry** to check it out. Shows real-time production data for the SouthGrow region. We are almost 100% powered by renewable energy here. This is our oil and gas.

B. **Southern Alberta Alternative Energy Partnership – Community Energy Forum**
- Coming in early 2023

C. **Southern Alberta Alternative Energy Partnership – Government Education**
- SAAEP and EFL presenting to south-Rural Caucus. SAAEP supporting EFL interests in motivating a social innovation lab to design a 2035 grid vision for the province. Further presentations pending in the fall. ***Good news – Invest Alberta now has dedicated resources for new energy investments.***

D. **Southern Alberta Investment and Trade Initiative**
- Global marketing running paid advertising on Linkedin (search for SAITI). Twitter up and running soon. FDI Test Drive Year 2 already producing results. Investment inquiries are substantial. SouthGrow has provided support to multiple inquiries through Invest Alberta, JEI, and Ag and Forestry.

E. **Canada's Premier Food Corridor and Canada's Western Gateway**
- Prairies Canada invited application from partners for cluster ignition work, involving staff to work on building the cluster out to include and be controlled by industry over several years. Application work is completed and under review.

F. **Southern Alberta Tourism Collaboration**
- Alberta SouthWest and SouthGrow have provided funded support to Ex Park and Tourism Lethbridge for a large regional project. Tourism Lethbridge Agri-food tours have launched officially (partially funded from last year by SouthGrow) The first tour does a wide sweep to hit locations throughout the region brining people out from the city into the rural areas. Large grant application is pending decisions from Prairies Can.

G. **Highway 3 Twinning Development Association**
- PricewaterhouseCooper has started large economic impact study. SouthGrow supported financially and by helping secure other contributions.
- Excellent news from treasury board. Two more sections totaling 120 kms have been approved for funding pending contributions from the Federal government. More news on this should be forthcoming soon.

III. **Sustain or Expand Membership**

A. **Sustain Membership**
- MD of Willow Creek has officially joined SouthGrow. We are back to 30 Municipal Members and 4 Industry Associate Members. Barnwell has expressed interest in re-joining, has to make a final decision still.

B. **Expand Associate Memberships to Industry**
- Additional targets for membership have been identified.

Pillar II: Marketing & Communications

I. **Regional Promotion**

A. **Website Improvements**
- New staff at SouthGrow has improved our digital capacity and a 'facelift' is underway for the website. This should be done in November.

B. **Market the Region Globally**
- Marketing project is underway as part of SAITI. See above.

C. **FDI Test Drive Year 2**
- Described above. Going well. Food conference target this year is FI Global in Las Vegas at beginning of November. CIDEP to help identify leads for quality networking. John Turcato and Peter Casurella going.

II. **Internal Communications**

A. **Newsletters**
- Mrs. Stilson continues to do very good work.

Pillar III: Economic Development & Innovation

I. **Ag-Tech Market Development**

A. Agri-food Scholarship Program
- Three scholarships of $2500 each sent out for applications. Intake closed, numbers are high this year. Committee reviewing. Thank you to Bruce Warkentin of MNP, Ridge Utilities from Stirling, and Community Futures Lethbridge Region for sponsoring this year!

B. Agri-food Conference Representation
- Regional Ec devs have adopted a divide and conquer approach. Each will attend a different show and champion the whole region (while also promoting their community of course). SouthGrow will do our part. Going to FI Global in Las Vegas.

II. **Broadband Deployment**

A. Support Completion of Vulcan County, Highway 4, and Cardston Broadband Upgrades
- All money paid to Wi-fibre / Axia for POP upgrades that are complete.

- Wi-fibre and MRCC are both working on incremental build outs of terragraph networks in their respective areas. We will watch for grants with hope.
- Cardston is pursuing an option for local upgrades.
- Options were presented to the Blood Tribe that included deployments with 51% ownership. Further conversations needed.
- Offered free attendance at Cybera broadband conference in Banff in November. Will send a representative.

III. **Labour Market Solutions**

A. **Rural Immigration Pathways**

- October 5th event has happened! 50+ attendees.

IV. **Community Supports**

A. **Community Ec Dev Resource Promotion**

- Project started by staff. Some work to do here to curate everything into a nice, neat pile. We're pivoting to deliver a digital resource rather than print material. More efficient.

V. **Special Projects**

A. Zero Emissions Vehicle Infrastructure Project (2-year)

- Over 110 EOIs in the que. 16 agreements in place.

B. EV Bus Project

- Secured free power from Peaks to Prairies value added budget. FCM has requested more paperwork for cost increase review.

C. Supply Chain Opportunity Identification Project

- Funding received from JEI. Funding received from Prairies Can. RFP sent out, answering questions, will be able to review applications with EDL soon.

VI. **Targets of Opportunity**

A. SouthGrow Power Project

- Financial backing secure. Ready to begin connection studies and AUC application. Ready to pursue PPAs with communities.

VII. **Shelved Projects on the Wish List**

A. Local Waste Solutions Feasibility Study

- Someone should do this. There's funding available from Emissions Reduction Alberta right now for innovative work in this space.

B. Blackfoot Language Signage

- There is also funding for this project out there. This would be such a cool project; I am very sad we cannot do everything.

Don't forget to email info@southgrow.com if you would like to get signed up for our economic development newsletter. This newsletter has been called 'The Best Economic Development Newsletter in the West' (mostly by us, but that doesn't make it less true.) It comes packed with great resources for you and your people.

SOUTHGROW
REGIONAL ECONOMIC DEVELOPMENT
GROWTH • INNOVATION • PROSPERITY

Economic Development | Government Relations

All content copyright © 1999 - 2022 SouthGrow Regional Initiative. All rights reserved. Corporate Access Number: 5111053608

About SouthGrow Regional Initiate

SouthGrow is an economic development alliance of twenty-nine south central Alberta communities committed to working together to achieve prosperity for the region. Representing over 180,000 people, SouthGrow is committed to assisting communities, organizations, businesses, and people in the region to further their economic development goals and to maintain the high quality of life.

CLARESHOLM AND DISTRICT TRANSPORTATION SOCIETY
Board of Directors, July 21, 2022
Meeting Room, Claresholm Town Office

ATTENDEES: Howard Paulson – Lay Representative
Brydon Saunders – Lay Representative
Laurie Lyckman – Vulcan County
Cindee Schlossberger – Lay Representative
Mike Cutler – Town of Claresholm
Ian Sundquist – MD of Willow Creek (by zoom)
Sally Morton – CEO
Shirley Isaacson - Secretary

REGRETS: Jason Schneider – Vulcan County
Brian Comstock – Lay Repreentative

Chair Howard Paulson called the meeting to order at 10:50 a.m.

1.0 APPROVAL OF AGENDA:
Moved by Cindee Schlossberger to accept the agenda as amended. Carried.
.

2.0 APPROVAL OF MINUTES:
Moved by Mike Cutler that the minutes of the June 16, 2022 meeting be accepted as presented. Carried.

3.0 BUSINESS ARISING FROM MINUTES:
None

4.0 CORRESPONDENCE:
4.1 Discussed the correspondence from Blair concerning the Society Bylaws and number of members, etc. Laurie and Cindee volunteered to review the bylaws and bring back the change necessary to bring them up to date. We have our annual meeting in September and they will be approved then.
4.2 Letter from Town of Claresholm – lease renewed till 2023.
4.3 Blair reported that we should reverse the transfer made from the Casino Account that was made last month. CIP grant – all funds have been spent and filed necessary reports.

5.0 REPORTS:
5.1 Financial – Sally presented the Balance Sheet and Profit and Loss statements,. $54210.14 in chequig, $2031.40 casino, $18726.81 savings.There have been no comment on the price increases. Great comments about our drivers. Van 7 still waiting for parts..
Sally moved the financial reports be accepted as presented. Mottion Carried.

.

5.2 Chairman's Report – Nothing new to report..

.

6.0 OLD BUSINESS:

Mike Cutler is working on the 50/50 raffle. He will contact Shirley to get a license. Hoping to have this completed for September, 2022.

7.0 NEW BUSINESS:

7.1 Will put vans in the parades and buy candy to be given out.
Mike moved that we spend $300.00 on candy for the parades. Brydon voted against the motion. Motion carried.
Parades in Claresholm, Stavely and Carmangay..

.

8.0 IN CAMERA: No Incamera..

NEXT MEETING DATE: Next meeting will be our Annual Meeting in September, 2022.

The meeting was adjourned by Cindee Schlossberger.at 12:00 p.m.

SIGNED:

SIGNED:

CLARESHOLM AND DISTRICT MUSEUM BOARD MEETING

Town Office Meeting Room

June 15, 2022

Present: Barry Gibbs, Betty Hoare, Earl Taylor, Barry Wood, Marg Lane, Verne Lunan, Cynthia Wannamaker, Kandice Meister, and Bill Kells

Absent: Joe Toone

1. Call to order by Barry Gibbs at 1:06 PM.

2. Adoption of agenda as presented by Verne Lunan. **CARRIED**

3. No correspondence to report. Barry Wood moved for the approval of the minutes for May 25, 2022. **CARRIED**

4. Financials dated Jun 13, 2022, were reviewed. Kandice Meister moved for the acceptance of the financials. **CARRIED**

5. Executive Directors Report
– Bill Kells expressed optimism on the rebound in tourism in general and how it is translating into increasing interest in the Claresholm museum and VIC. Out of town Canadian visitors has increased. The local schools have shown a renewed interest in what the museum can provide.
- Earl Taylor and Bill Kells met with the Sons of Norway about a proposed revised exhibit on Norwegian culture in early Claresholm years.
– Museum summer student Paige, has added pictures from the photo booth for marketing purposes. The museum is exploring different ways of maximizing the photo booth on social media.
– A tour bus from St. Albert of Chinese Seniors had a picnic lunch and toured the museum. They were impressed and said they will return next year.
- Work on the overhead connector panels are being completed for the new Transportation exhibit.
– Donations of artifacts and Archival materials continue to come into the museum. One of those items was an AGT broach owned by a long time resident and former employee of the AGT telephone exchange in Claresholm.

6. Events Planning Committee
- Plans for the Father's Day Classic car show is in place and all that is left is pleasant weather.
– Canada Day July 1, 2022, the museum will have a booth open at the flag raising ceremony.
– Old Fashion Picnic and Games Day to be moved to Saturday August 13, 2022, after the parade and launch of the new Transportation Exhibit. This will happen alongside the Friends "Lemonade on the Lawn" event. The parade float will be an old fashion train engine made by Tom and Deb Bachelor and members of the Friends of the

APPROVED

Museum. –
Old Fashion Christmas on November 25, 2022, will be in the same format as prior years. Hosted by The Friends of the Museum with support from the Museum Board.

7. Claresholm Museum Marketing Committee
- Barry Wood reviewed his report starting with a sample of the proposed “Free Pass/Business Card”. These would be handed out at different events and used as a marketing tool.
-The committee discussed the possibility of joint marketing and promotion initiatives among museums in the southwest corner of Alberta.
-One of the summer students is creating a Docent recruitment and training program.
-Earl Taylor, one of the committee members mentioned the idea of a “Junior Museum Group.” The idea was well received and further discussions to take place.
-The Local Press has agreed to a monthly column supplied by the museum. The object of the column is to raise awareness in the community and to announce new exhibits or events at the museum.

Motion made to go in camera.

Motion made to come out of in camera.

8. Motion made by Cynthia Wannamaker to rescind motion made on May 25, 2022, that the August meeting be cancelled. Instead, Cynthia made motion that July meeting be cancelled. **CARRIED.**

9. Barry Wood made a motion for adjournment at 3:06 PM. **CARRIED**

Next meeting August 10, 2022, at the Town Office Meeting Room at 3:00 PM.



Barry Gibbs

Board Chair

APPROVED

CLARESHOLM AND DISTRICT MUSEUM BOARD MEETING

Town Office Meeting Room

August 10, 2022

Present: Barry Gibbs, Earl Taylor, Barry Wood, Marg Lane, Betty Hoare, Cynthia Wannamaker, Kandice Meister, and Bill Kells

Absent: Joe Toone

1. Call to order by Barry Gibbs at 3:04 PM.

2. Adoption of agenda as presented by Barry Wood. **CARRIED**

3. No correspondence to report. Cynthia Wannamaker moved for the approval of the minutes for June 15, 2022, with the change of wording for in camera session. **CARRIED**

4. Financials dated August 4, 2022, were reviewed. Earl Taylor moved for the acceptance of the financials. **CARRIED**

5. Executive Director report – visitor traffic is improving as the summer progresses. Visitors are impressed by the museum, and it is reflected in their donations. The gift shop sales are slow, and we continue to look for diverse types of inventories.
-Bill Kells reported on the meeting that he and Earl Taylor Museum Board Vice Chair, had on June 1, 2022, with the Sons of Norway. Ideas were presented to the Sons of Norway on expanding and enhancing the current Norwegian Exhibit. A reply was received from the Hamar Lodge 4-435, Sons of Norway dated July 11, 2022, stating that at this time they were unable to invest the money. They would like to update the current exhibit. Earl Taylor made a motion that another meeting be arranged with the Sons of Norway, Hamar Lodge 4-435 for clarification on changes to the existing display of the Norwegian exhibit. **CARRIED**

6. Marketing Committee Report
– Due to the success of the Father's Day event, it was thought that the car show should become an annual event and expanded by inviting more car clubs as well as unaffiliated vehicle owners.
– Details on Fair Day events with emphasis on a Kid's Day spectacular and movie night. This year's float is a mock-up train engine designed and created by members of the Friends of the Museum.
– Looking forward to next year, it was suggested to do a follow up on the earlier mail outs to all tour bus tour companies.
– Earl Taylor thought that the committee's major focus of getting more people thru the door could be helped by forming a Junior Museum Board. This could encourage youth to get connected to the community's history and help achieve that goal. Motion made by Barry Wood that the board supports the marketing committee's plan to create a pilot Junior Museum Board. **CARRIED.**

APPROVED

7. Barry Gibbs made a motion for adjournment at 5:02 PM. **CARRIED**

Next meeting September 21, 2022, at the museum at 3:00 PM.



Barry Gibbs

Board Chair

,

APPROVED

Alberta SouthWest Regional Alliance

Minutes of the Board of Directors Meeting

Wednesday, **September 7, 2022**-Silver Slate Steakhouse

Board Representatives
Brad Schlossberger, Claresholm
Barb Burnett, Cowley
Dale Gugala, Stavely
Cam Francis, Cardston County
John Van Driesten, MD Willow Creek
Victor Czop, Nanton (alt)

Resource Staff and Guests
Patty Richards, Program Advisor Y2Y
Bev Thornton, AlbertaSW

1	Call to Order/	Vice-Chair Brad Schlossberger called the meeting to order.
2	Approval of Agenda	Moved by Cam Francis THAT the agenda be approved as presented. **Carried.** [2022-09-811]
3	Approval of Minutes	Moved by Dale Gugala THAT the Minutes of August 3, 2022, be approved as presented. **Carried.** [2022-09-812]
4	Approval of Cheque Register	Moved by John Van Driesten THAT cheques #3102 to #3108 be approved as presented. **Carried.** [2022-09-813]
5	Opportunity Report	Stormy Lake Consulting has completed a "Nature Positive Economic Development for Southwest Alberta" Report. Program Advisor, Patty Richards, provided an overview of data and perspectives gathered.
6	Green Destinations-	Alberta SouthWest Crown of the Continent submitted a Sustainability Success Story titled "Dark Skies ... Bright Future", describing the opportunities arising from the designation of Waterton-Glacier International Peace Park as the world's first transboundary International Dark Sky Park.
7	IEDC-AEDO	AlbertaSW has received confirmation of successful re-accreditation with the International Economic Development Council.
8	Succession/Continuity Plan	Board provided further input and perspectives regarding priorities for future regional activities. Conversation to be continued!
9	Executive Director Report	Accepted as information. Mayor Barbara Burnett will represent AlbertaSW at the grand opening of the Livingstone Range PEAKS campus, west of Coleman.
10	Roundtable reports	Accepted as information.
11	Upcoming Board Meetings	Wednesday, October 5, 2022 – Cowley Wednesday, November 2, 2022 - TBD
12	Adjourn	Moved by Barbara Burnett THAT the meeting be adjourned. **Carried.** [2022-09-814]

Approved October 5, 2022

Executive Director Report September 2022

MEETINGS and PRESENTATIONS

Sept 1: meeting with ULeth Geography 3700 re: Agricultural data for student project, Zoom

Sept 7: AlbertaSW Board meeting, Fort Macleod

Sept 8: AEDO Committee Meeting, Zoom

Sept 13: Meeting with all REDAs and GoA Senior Staff and Invest Alberta, Microsoft Teams

Sept 13: RINSA meeting (regrets)

Sept 13: Tourism Lethbridge Advisory Committee Meeting (regrets)

Sept 14: EDL Board Meeting, Lethbridge

Sept 15: Claresholm "opportunities for Growth: How to Sell Your Business" event (regrets)

Sept 21: Bev and Natalie meeting with Connect4Commerce to discuss proposed on-line tool, Zoom

Sept 21: Chaired Crown of the Continent Geotourism Council meeting, Zoom

Sept 21: Bev, Natalie meeting with RDN re: *Rural Employers' Awareness on Diversity and Inclusion* (READI), Zoom

Sept 22: Bev and Natalie meet with ULeth Geography 3700 students to plan Ag project, Zoom

Sept 27: Meeting with Keep Alberta Rolling re: filmfriendlysouthwestalberta, Zoom

Sept 27: Meeting with Edmonton Global CEO and Director of Hydrogen Initiative re IEDC research, Zoom

Sept 28: Full day Cultural Awareness Indigenous Tourism Alberta (ITA), Buffalo Rock Tipi Camp, Piikani

Sept 28: BASTION Investment opportunity Network: presentations from Invest Alberta, Travel Alberta, Zoom

Sept 29: IEDC-AEDO presentation to SouthGrow Quarterly meeting, Raymond

PROJECT MANAGEMENT and REPORTING

- Send 2012 Highway 3 Research Report to H3TDA, to add to current EIA research
- Collaborate with Rural Development Network (RDN) on READI provincial pilot project
- Compile information for Travel Alberta mid-term grant report
- Update monthly Regional Business License sales
- Investment Opportunity Network meetings (CAOs, EDOs, and Chambers)
- Tourism Relief Fund (TRF) multi-partners application: PrairiesCan $265K+$56K (partners) = $321K

REGIONAL PROMOTION

- Compiled high resolution photos and time lapse video to add to Green Destinations story award submission: "Dark Skies… Bright Future". Thank you to Travel Alberta and Parks Canada!
- Monthly Bulletin to Mayors and Reeves and other regional stakeholders
- Prepare AlbertaSW information handout for InnoVisions in-person and on-line presentation, Claresholm
- Report #4 of SAITI "Ag Awareness" social media campaign promoting southwest/southcentral regions

BOARD REPORT

CHINOOK ARCH REGIONAL LIBRARY SYSTEM

Chinook Arch Library Board Meeting - August 4, 2022

Chinook Arch Approves **2023-2026 Plan of Service**

Like all Alberta library boards, Chinook Arch is required by law to develop a Plan of Service to guide how it invests its resources. The 2023-2026 Plan of Service was developed in consultation with member library staff and other stakeholders. This exciting plan has five main areas of focus:

- Boosting foot traffic in libraries
- Helping libraries reach out to their communities
- Helping libraries adapt to changing technology
- Providing programming and programming support
- Assisting libraries in extending services to newcomers to Canada

To view the detailed 2023-2026 Plan of Service, please visit the Chinook Arch website at www.chinookarch.ca under “About Us.”

Proposed 2023-2026 Levy Schedule Forwarded to Member Councils

The Chinook Arch Library Board has approved a proposed member levy schedule for the 2023-2026 budget cycle. The proposed levy includes small annual increases that will help Chinook Arch address inflationary pressures while providing enough resources to accomplish the goals of the 2023-2026 Plan of Service. In order for the new levy schedule to take effect, it must be approved by two thirds of member councils representing two thirds of the population. The proposed levy schedule is now before councils. Here is the proposed per capita levy schedule as approved by the board:

Year	Proposed Municipal Levy	Annual Increase ($)	Annual Increase (%)
Current	$7.76		
2023	$7.93	$0.17	2.19%
2024	$8.09	$0.16	2.02%
2025	$8.22	$0.13	1.61%
2026	$8.32	$0.10	1.22%

Board Members Present

Cardston County	Tom Nish
Carmangay	Sarah Mitchell
Champion	Terry Penney
Claresholm	Tony Hamlyn
Coalhurst	Lyndsay Montina
Coutts	Stephen A. Pain
Crowsnest Pass	Doreen Glavin
Glenwood	Linda Allred
Hill Spring	Suzanne French
Lomond	Marie Logan
Magrath	Darryl Christensen
Picture Butte	Teresa Feist
Pincher Creek	Mark Barber
Pincher Creek M.D.	Dave Cox
Raymond	Kelly Jensen
Taber MD	Tamara Miyanaga
Vulcan	Liz Hammond
Vulcan County	Doug Logan
Warner (Village)	Don Toovey
Warner County	Morgan Rockenbach
ID of Waterton	Lesley Little
Willow Creek M.D.	Maryanne Sandberg
LPL Resource Centre	Wendy Kalkan
Ministerial Appointment	Vic Mensch (Chair)

Regrets

Coaldale	Jordan Sailer
Fort Macleod	Jim Monteith
Lethbridge (City)	Robin Harper
Milk River	Anne Michaelis
Nanton	Lise Mayne
Nobleford	Melissa Jensen
Taber	Monica McLean
Vauxhall	Shelley Deleeuw

Absent

Arrowwood	Wendy Williams
Barnwell	Jane Johnson
Barons	Ron Gorzitza
Cardston	Marsha Jensen
Lethbridge (County)	Tory Campbell
Milo	Christopher Northcott
Stavely	Denise Allerdings
Stirling	Gary Bikman
Kainai Board of Education	Linda Weasel Head

Looking good Taber!

Taber Public Library recently renovated their Children and Teen areas of the library. These improvements were made possible by a successful Community Foundation grant application along with local donations.









Chinook Arch Regional Library System and our member libraries are located on the traditional lands of the Sisksikaitsitapi, (or the Blackfoot Confederacy). This land is also part of Treaty 7 territory. Treaty 7 was intended to recognize and affirm existing Indigenous rights. It was meant to be an instrument of authentic, genuine relationship between Indigenous peoples and Settler Canadians. As such, Chinook Arch acknowledges our obligation to honor the spirit of Treaty 7. We are committed to advancing the process of reconciliation by decolonizing our practices and procedures to enhance experiences and opportunities for Indigenous peoples.

Contact Us

Chinook Arch Regional Library System
2902 7th Avenue North
Lethbridge, AB T1H 5C6 | 403-380-1500
www.chinookarch.ca | arch@chinookarch.ca

facebook.com/chinook.arch7
@chinooklibs
@chinooklibs



ORRSC Periodical

Fall 2022

Short-term rentals

An introduction to online accomodation rentals and the potential for impact within communities.

Short-term rentals are an everyday part of the vacationing economy. Whereas most communities will have these accomodations within their corporate boundaries, it may not be a subject considered as needing land use regulation. Identifying and understanding the issues can lead a municipality toward a local approach that suits the needs of the community.

Oldman River Regional Services Commission

What are Short-term Rentals?

Short-term rentals, also known as tourist or vacation homes, (these terms will be used interchangeably) are a form of rental accommodation where an owner offers their house, condominium, or other living space to anyone in the world through a booking company's website for a limited length of stay. This sector of the share economy has blurred the lines on what was the realm of hotels, inns, motels, boarding houses, and bed and breakfasts. Whereas those on the hotelier side of the ledger are required to get business licenses and development approval, the tourist home caught municipalities flat-footed and began impacting neighborhoods without the benefit of any oversight. Resort towns and big city tourist destinations figured out the complexities of this new form of rental earliest, but it can now be said that most communities have short-term rentals happening to various degrees of impact.

In their earliest form without the open access to service delivery provided by a plethora of websites (Airbnb, VRBO, STR, Owner Direct, Home-to-go etc.), short-term rentals existed in other forms. These traditional forms generally went through a permitting process. In the Town of Cardston, for example, the Church of Jesus Christ of Latter-day Saints provided non-owner-occupied homes near the Temple for individuals with temple business to stay during their work. The Town having received inquiry about various individuals coming and going created the need for a discretionary use development permit to operate a dwelling in such a manner.

Church visitors would seem as benign a disruption as a tourist tome could be. Essentially this example is on a small scale and was not pushed by short-term rental websites or available to the public. Communities have faced complaints on differing scales including renting RV camping spots on country residential acreages next to neighbors with million dollar properties, short-term renters using a house as a weekend 'party' place, or investment companies buying up houses in communities as a means of diversifying their portfolio. What was localized as a grassroots tourism industry with individual websites has changed into something different.

This periodical will examine the nuanced business that is the industry of short-term rentals and how they might fit into southern Albertan communities.

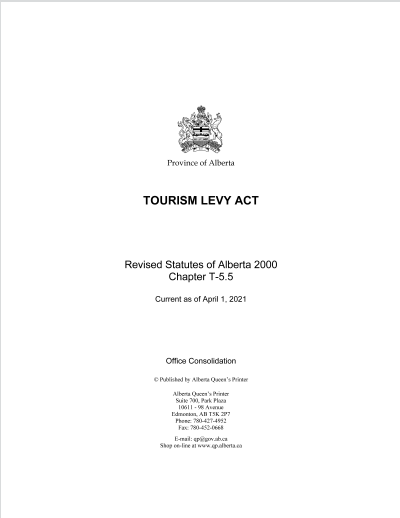


The sharing economy is a socio-economic system built around the sharing of resources. It often involves a way of purchasing goods and services that differs from the traditional business model of companies hiring employees to produce products to sell to consumers. It includes the shared creation, production, distribution, trade and consumption of goods and services by different people and organisations. These systems take a variety of forms, often leveraging information technology (particularly digital platforms) to empower individuals, corporations, non-profits and government with information that enables distribution, sharing and reuse of excess capacity in goods and services.

Source: Wikipedia.org

Policy context

As early as 1999, the Town of Canmore introduced the definition of 'Tourist Home' into its Land Use Bylaw complete with a minimum $2500 fine for a first offense and $5000 for a subsequent offense of operating without the benefit of a development permit. The question of the legitimacy of the bylaw's inclusion of tourist homes was challenged



Province of Alberta

TOURISM LEVY ACT

Revised Statutes of Alberta 2000
Chapter T-5.5

Current as of April 1, 2021

Office Consolidation

© Published by Alberta Queen's Printer

Alberta Queen's Printer
Suite 700, Park Plaza
10611 - 98 Avenue
Edmonton, AB T5K 2P7
Phone: 780-427-4952
Fax: 780-452-0668

E-mail: qp@gov.ab.ca
Shop on-line at www.qp.alberta.ca

What types of accommodation are subject to the provincial tourism levy?

Historically, the provincial tourism levy was only imposed on lodging provided for consideration in hotels, motels, apartment buildings, hostels, lodging houses, boarding houses, bed and breakfasts, clubs and similar establishments. In April 2021, the list was expanded to include any stay booked on an online marketplace for less than 28 days in a "residential unit," which includes:

- *a house, cottage or another similar dwelling (including mobile and temporary units);*
- *a duplex or townhouse;*
- *an apartment or condominium;*
- *a part of a multi-use building that is used for a residential use; and*
- *land that is attributable to a building, or part of a building, referred to in any of the above subclauses and that is used for a residential use.*

at the Court of Queen's Bench in *Canmore Property Management Inc v. Canmore (Town of), 2000 ABQB 645.* At issue was the Town's ability to make bylaws to regulate the business as a separate land use class and to enact a system of fines. On both points the court found that the *Municipal Government Act* (MGA) provides both powers to municipalities and Madam Justice Rosemary E. Nation dismissed the rental companies claims.

During the Canmore case several other points were made clear. The court noted that a distinction can be made on a residence that is normally occupied by the owner but rented occasionally and a residence where the owner is absent, and the property is rented throughout the year on a continual basis. The court agreed with the Town that both are akin to a commercial visitor accommodation with differing impacts and that land use districts could be used to allow for or prohibit the use.

In 2002, Canmore enacted a residential mill rate equivalent to the commercial rate to separate out the use from owner-occupied residential. This move put a final stamp on the regulation of tourist homes in a resort community under pressure for affordable worker housing. And it also solidified neighborhood expectations and let traditional hoteliers know that the playing field had been leveled.

Over the last decade, the rise of the share economy and the proliferation of the online accomodation booking sites has led to exponential growth of this use. Part of the leveling of the rules, the Canadian Revenue Agency (CRA) requires a tourist home owner to declare your rental income for federal tax compliance but leaves some of the regulation and further taxation policies in the hands of provincial governments.

Most of the municipal interest in tourist homes as a land use has been brought to the fore by the implementation of the provincial Tourism Levy. As of April 1, 2021, the tourism levy of 4% applies to all accommodation provided in Alberta, excluding those listed below. This includes stays in residential units listed on an online marketplace. The tourism levy does not apply to lodging including (but not limited to):

- occupied by the same person continuously for 28 days or more;
- not listed on an online marketplace and has a purchase price of less than $30 per day or $210 per week; and
- provided by a person who does not list the lodging on an online marketplace and whose gross revenue from the provision of the lodging is less than $5,000 over 12 months.

Land use considerations and impacts

If you are a small town, village, or rural municipality (inlcuding hamlets) that has little or no tourism, it is likely the impact of short-term rentals has gone unnoticed. Many communities are even surprised when they look on booking websites to find themselves having one or more

locations where their citizens have posted available dates. For those communities, it may be that there is a lack of hotel/motel space, and this option is a convenient way to provide accommodation for visiting families. Even if you have hotel/motel space in your community, it may be that the available rooms have been dedicated to the workforce of a nearby project or for low income housing. This leaves a deficit of available tourism space and may result in a market for short-term rental accommodation.

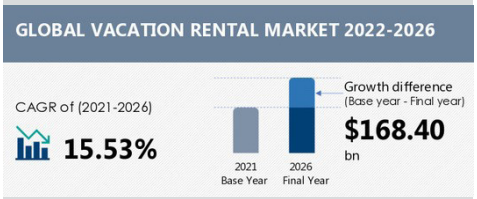
Councils in communities like those outlined above may have little concern about regulating the use through the permitting processes within a Land Use Bylaw. If they desire to have an acknowledgment, they may choose to exempt the use within the "Development not requiring a Permit" section. But the requirement of a business license will be a means by which the tracking of these establishments can at least be monitored for location, the number, potential impact on the broader community versus the local neighborhood, and complaints. On the complaints, municipalities have other enforcement mechanisms such as community standards bylaws, noise bylaws and local enforcement or police officers.

It is estimated in the southern Eastern Slopes that approximately 200-300 rooms for accommodation are needed to fill the tourism demand if the region were promoted to its full potential. As tourism growth continues, the struggle will be between meeting the demand for short-term accommodation versus the need for workforce housing.

It is notable that those engaged in short-term accommodation suggest that they are part of the tourism economy. However, private booking and contracts operate independant of traditional tourism proprietors, and are not always involved with the local tourism board, economic development partner, or the chamber of commerce. This independence and lack of accountability can be a source of friction for communities. The short-term renter may not keep the property clean or functional. Complaints play out online and not only affect the host but also place a stain on the whole of community as people vent their frustrations. The municipality is subject to the perceptions created by the experience and has no means to monitor the consequences and yet will have to deal with the perceptions and perhaps losses of tourist income.

Communities that implement tourist home as a use in the Land Use Bylaw have several options for regulating the industry. Unlike Canmore most communities do not have 21 residential districts to slot the use in specific portions of the municipality. It is therefore unlikely that a permitted use would be allowed unless the definition splits tourist home into three types. Those being:

- owner or primary occupant occupied during the stay;
- owner or primary occupant vacates during the stay; and
- no owner or primary occupant on site.



Graphic source: Technavio

The global vacation rental market is predicted to grow at a rate of more than 15% between 2021 and 2026, amounting to nominal growth of $168 billion. Business data platform Statista anticipates the global market for short-term rentals will top $81 billion in 2022. Accompanying their rise is the emergence of market intelligence platforms like AirDNA, who offer subscribers access to data on over 120,000 short-term rental markets and 12,000,000 individual properties. Such companies symbolize the commercialization of a once grassroots venture that aligned closer with couch-surfing than with real estate investment consortiums.

The Municipality of Crowsnest Pass recently brought about regulations for short-term rentals in its land use bylaw after a lengthy consultation process that exposed strong opinions on either side of the land use matter. The MCNP separated uses into landowner occupied "Short-Term Rentals" and landowner absent "Tourist Home," with corresponding use allocation in various residential districts, maximum occupancy limits, requirements for license posting, and a variety of other matters in a purpose built land use bylaw schedule. Annual business licence fees are established as a function of the assessed value for each specific property.



For the first two, there is a known point of contact which can be reassuring to neighbors especially in smaller communities and may be a rationale for making the use permitted (dependent on the viewpoint of the community on the use overall).

As introduced earlier, the non-owner-occupied scenario comes with less comfort for most communities because of the lack of point of contact and the likelihood that the use will be year round. This type is more likely to be considered discretionary (again dependent on the viewpoint of the community on the use overall).

Implementation

Having emerged without regulation, this use needs careful consideration on how to implement municipal policy. Is the community making a stand on compliance and requiring all tourist homes to come in and get development permits? If so, what is the transition timeline for compliance? Or is the municipality considering a soft approach where perhaps only a business license is being required, not a development permit?

If taking the firm stance on compliance the timeline may need to be considered. Crowsnest Pass has implemented a 200-m separation distance between "Tourist Home" locations utilizing a first come first serve permit application process. Although this may have resulted in a particular applicant being denied a permit, there was no other way to put control on a use that had gotten such a strong foothold in the community.

In any scenario, planning and administration staff will be able to make suggestions on an approach that would benefit the municipality's understanding of the circumstances (including needs for parking, acceptable signage, etc.). Going forward new illegal developments can be dealth with through a fine system and/or be sent an educational pamphlet that informs the operator of how to become compliant under the municipal requirements.

Municipalities considering partial exemptions for the owner-occupied during stay or vacated during stay options should be mindful of the difference and ensure the definitions are clear. Municipalities considering full exemption of land use requirements for all types should consider monitoring the issue over time either via business licenses or by periodic review with council and planning staff. Conducting an online search to establish a baseline of current tourist homes would be a starting point to a latter discussion about where the community stands as far of growth of the industry.

Additionally, a municipality's tool box includes the ability to require business licenses for tourist homes. This requirement makes a clear declaration of the intended use of the property. The relinquishing of a business license would also provide the municipality an understanding of when the business stopped as well as a means of tracking the number of these uses and their locations across the municipality.

Benefits and challenges

From the discussion above, allowing short-term rentals in a municipality can provide benefits and challenges. On the benefits side municipalities should consider:

- options for local accommodation where few options may exist;
- a means of income for residents;
- spin off revenue for local businesses based on the tourist home;
- upkeep of home and yard as an effect of the business venture; and
- increase in municipal revenues from taxes, business licenses, and permitting.

On the challenges side municipalities should consider:

- neighborhood disruption and questions about noise, garbage, parking, and security;
- a reduction in rental housing stock in your local market;
- perception that tourist homes are competing unfairly with traditional accommodation; and
- potential for online complaints generated from a tourist home may place an entire community in a negative light.

Concluding remarks

The evolving share economy is a conduit for a myriad of burgeoning land uses representative of a changing societal structure. Continual monitoring and education is needed to stay abreast of uses that operate without a traditional storefront or physical presence as a face to the operation. The economic and land use impacts of short-term rentals should be understood in the context of local conditions. Short-term rentals were always available in the form of types like bed and breakfasts and farm experience getaways. The popularity of digital booking platforms has highlighted the unique lodging options and traveler experiences available in southern Alberta, and serves as a reminder that this type of accommodation is here to stay. Still, municipalities have choices to make in order to align the short-term rental industry with their respective community vision. Various planning solutions exist, and should be reviewed as this land use form matures, both regionally and within the global marketplace.



Demand for short-term rentals in Canada's rural areas during the first 18 months of Covid-19 proved to be resilient. This widespread tendency of turning to the countryside for leisure was undoubtedly prompted by the recurring lockdowns that impacted urban areas across the country, and it remains to be seen to what extent this rekindled affinity for nature-based tourism experiences will continue to influence traveller preferences in the post-pandemic era.

Source: AirDNA

For more information on this topic contact admin@orrsc.com or visit our website at orrsc.com.

This document is protected by Copyright and Trademark and may not be reproduced or modified in any manner, or for any purpose, except by written permission of the Oldman River Regional Services Commission.

ORRSC
3105 16 Ave N
Lethbridge AB T1H 5E8

phone: 403.329.1344
toll-free: 844.279.8760
e-mail: admin@orrsc.com

orrsc.com