

**TOWN OF CALMAR REGULAR COUNCIL MEETING TO BE HELD
IN PERSON AND VIRTUALLY ON APRIL 2, 2024,
COMMENCING AT 6:30 PM**

GoToMeeting

Public Access Code: 211-016-493

AGENDA

- | <u>ITEM</u> | <u>SOURCE</u> |
|--------------------|--|
| 1. | Call to Order |
| 2. | Adoption of Agenda |
| 3. | Public Hearings |
| 4. | Delegations |
| 5. | Adoption of Minutes
a) Regular Council Meeting – March 18, 2024 |
| 6. | Unfinished Business
a) Eagle Quest Homes |
| 7. | Bylaws or Policies
a) 2024-110 Community Grant Program Policy |
| 8. | New Business
a) Mayoral Proclamation – National Volunteer Week |
| 9. | Financial - None |
| 10. | Department Reports – None |
| 11. | Council and Committee Reports - None |
| 12. | Correspondence
a) Assessment Model Review Engagement Announcement
b) Royal Canadian Legion #266 Calmar |
| 13. | Clarification of Agenda Business – (Open mic) |
| 14. | Closed Session
a) Development - (Pursuant to Section 25(1)(b) of the Freedom of Information and Protection of Privacy Act)
b) Personnel - (Pursuant to Section 24(1)(b)(i) of the Freedom of Information and Protection of Privacy Act) |
| 15. | Adjournment |

**REGULAR MEETING OF COUNCIL
OF THE TOWN OF CALMAR WAS HELD IN PERSON
AND VIRTUALLY ON MONDAY MARCH 18, 2024**

Access Code: 211-016-493

1. **CALL TO ORDER:** Mayor Carnahan called the Regular Council Meeting of March 18, 2024, to order at the hour of 6:30pm.

PRESENT: Mayor Carnahan, Councillors Faulkner, Gardner, McKeag Reber & Benson, CAO Losier & DCS Bryans

2. **ADOPTION OF AGENDA:**

Moved by Councillor Benson that the agenda is hereby adopted as amended.

**CARRIED
R-24-03-0055**

3. **PUBLIC HEARINGS:**

- a) **Bylaw #2024-02** – Amendment to the Land Use Bylaw

Public Hearing Opened @ 6:33pm

Public Hearing Closed @ 6:38pm

4. **DELEGATIONS:**

- a) **Eagle Quest Homes** – Not in Attendance

Councillor Benson excused himself as he has a pecuniary interest in the topic.

Moved by Councillor Faulkner that this matter is tabled until the CoW meeting and that a decision will be made at the April 02 Regular Council Meeting.

**CARRIED
R-24-03-0056**

Councillor Benson returned to Council Chambers

- b) **Route 39** – Waiver of Business License Late Payment – Not in Attendance

5. **ADOPTION OF MINUTES:**

- a) **Regular Council Meeting** – March 04, 2024

Moved by Councillor Faulkner that the minutes of the Regular Council Meeting of March 04, 2024, are hereby approved as amended.

**CARRIED
R-24-03-0057**

6. **UNFINISHED BUSINESS: None**

7. **BYLAWS or POLICIES:**

- a) **Bylaw #2024-02** – Amendment to the Land Use Bylaw

Moved by Councillor Benson that Council gives second reading to Bylaw #2024-02 - Amendment to the Land Use Bylaw.

**CARRIED
R-24-03-0058**

**REGULAR MEETING OF COUNCIL
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Moved by Councillor McKeag Reber that Council gives third reading to Bylaw #2024-02 - Amendment to the Land Use Bylaw.

**CARRIED
R-24-03-0059**

b) Bylaw #2024-04 – Committee of the Whole Bylaw

Moved by Councillor Gardner that Council gives second reading to Bylaw #2024-04 - Committee of the Whole Bylaw.

**CARRIED
R-24-03-0060**

Moved by Councillor McKeag Reber that Council gives third reading to Bylaw #2024-04 - Committee of the Whole Bylaw.

**CARRIED
R-24-03-0061**

Moved by Councillor McKeag Reber that Council pass a motion to set the Committee of the Whole meeting schedule as the fourth Wednesday each month, with the exception of July, until the 2024 Organizational Meeting, when the future Committee of the Whole meetings will be scheduled as per the bylaw.

**CARRIED
R-24-03-0062**

c) Policy #2024-113 – Downtown Façade Improvement Policy

Moved by Mayor Carnahan that Policy #2024-113 – Downtown Façade Improvement Policy is hereby adopted as presented. Furthermore, Administration is directed to redevelop the downtown development standards.

**CARRIED
R-24-03-0063**

d) Policy #2024-110 – Community Grant Program Policy

Moved by Councillor McKeag Reber that Administration is directed to amend the policy as discussed and bring it back to a future Council meeting for adoption.

**CARRIED
R-24-03-0064**

8. NEW BUSINESS:

a) Endorsement Extension for Application 2022-002S

Moved by Councillor Benson that Council pass a motion to grant a one year extension to application 2022-002S.

**CARRIED
R-24-03-0065**

b) National Police Federation – Request for Letter of Support

Moved by Councillor McKeag Reber that Council pass a motion to accept this as information at this time.

**CARRIED
R-24-03-0066**

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9. FINANCIAL: None

10. DEPARTMENT REPORTS: None

11. COUNCIL AND COMMITTEE REPORTS:

- a) Mayor Carnahan
- b) Councillor Faulkner
- c) Councillor Gardner – not submitted
- d) Councillor McKeag Reber
- e) Councillor Benson

Moved by Councillor Benson that Council accept these reports as information.

**CARRIED
R-24-03-0067**

12. CORRESPONDENCE: None

13. CLARIFICATION OF AGENDA BUSINESS – (Open mic)

14. CLOSED SESSION:

15. ADJOURNMENT:

The Regular Council Meeting adjourned at 7:52 pm.

These minutes signed this 02nd day of April 2024.

Mayor Carnahan

CAO Losier



Town of Calmar

Request for Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 2, 2024
Originated By:	CAO Losier
Title:	Eagle Quest Homes
Approved By:	CAO Losier
Agenda Item Number:	6 A

BACKGROUND/PROPOSAL:

At the March 18 meeting, Council reviewed a proposal made by the applicant regarding tax and tax arrears. Council directed Administration to come back on April 2 with a report to facilitate the decision process. Since the original discussion, Council had further discussion in two in-camera session. Administration also had a meeting with the Applicant to explore other potential solutions.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The current proposal was contemplating a 36-month strategy to pay the arrears. This would mean that the Town’s current situation with the sustainability list with the Government of Alberta would continue for several months. This is not a path that the Town can accept.

The second component is enabling the applicant to develop stage 2 which is serviced to generate additional revenues to pay the arrears and move development of this subdivision forward.

Option 1: Council can accept the proposal from the applicant.

Option 2: Council can reject the proposal from the applicant.

Option 3: Council can initiate a negotiation that will lead to a counterproposal.

To be in a better financial position, the Town must find a balanced approach that will meet both the town’s needs while enabling growth to occur in Calmar. As the development area will contain many future phases (2-6), it does provide some flexibility with the approach.

As phase I is fully services, the arrears should be cleared there first for the applicant to proceed with construction and sale to accommodate the short-term housing market demand. These could be developed over the next 1-2 year(s). Stage 1 currently has \$161,269.22 in arrears (as of the end of March).

With stage 2 being serviced (water and sanitary), the road will need to be constructed prior to development occurring. This is an instrumental piece in the agreement equation has it would



generate revenues to the applicant with lower expenses due to the deep services being already installed.

It is important to note that stages 2 to 6 are all part of the same tax roll which is in arrears for \$429,187.17. This roll also includes the area where the storm pond and the dog park are located. A portion of this land will eventually have to be transferred to the Town of Calmar as a public utility lot for the storm ponds.

COSTS/SOURCE OF FUNDING (if applicable)

The arrears are significant, and their impact of the Town's finance is considerable. The selected option will impact the Twon's finance and ability to attract investment. It will also have a direct impact to the applicant.

RECOMMENDED ACTION:

Council can initiate a negotiation that will lead to a counterproposal.



Town of Calmar

Request for Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 2, 2024
Originated By:	CAO Losier
Title:	Policy 2024-110 Community Grant Program Policy
Approved By:	CAO Losier
Agenda Item Number:	7 A

BACKGROUND/PROPOSAL:

At the Committee of the Whole meeting, the revised policy was presented. After the discussion, Council concluded that the policy would need to be implemented to see if any further changes will be required. Therefore, Administration is bringing it forward for adoption.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The current draft was built using the experience of 3 other municipalities and the feedback from Council.

The benefits of having a policy for this proposed program are:

- Having a framework that is available to all interested parties,
- Transparency and consistency, and
- Accountability (as the successful applicant would have to report back).

Option 1: Council can adopt the policy as is or do the necessary amendments prior to adopting it.

Option 2: Council can send it back to Administration with directives for further work to be done.

COSTS/SOURCE OF FUNDING (if applicable)

Funding is currently in the interim budget. Administration will monitor and report back to Council during the implementation and for budget purposes.

RECOMMENDED ACTION:

Council adopts the policy as presented.



POLICY

POLICY No. 2024-110
TITLE: Community Grant Program

APPROVAL DATE: APRIL 2, 2024

DEPARTMENT: Council

REVISION DATE:

MAYOR: _____

CAO: _____

Purpose:

The purpose of this Policy is to provide financial assistance towards programs, projects, and/or activities that enhance and enrich the community. Through this program, Calmar wishes to encourage and support initiatives from non-profit organizations that will impact a broad cross-section of the community while promoting positivism.

Policy Statement:

Calmar values the contributions the non-profit sector makes toward social, personal, and/or environmental enhancements, and therefore commits support funding through this policy. As resources are limited, Council will review the policy and its budget allocation on a yearly basis.

Definitions:

- **Agreement:** means an agreement signed by the Applicant and the CAO regarding the grant funding and the reporting to Council.
- **Applicant:** means a non-profit organization or an individual acting on behalf of an organization applying for a grant pursuant to this policy.
- **Arts, culture, and heritage:** means a grant sector encompassing visual arts (painting, drawing, ceramic, mural, etc.), media arts, performing arts, literacy arts (storytelling, creative writing, poetry, etc.), culture celebration, education, and awareness, as well as other initiatives with the purpose of promoting art, culture, and heritage.
- **Budget:** means the listing of revenues and expenses projected to be forthcoming.
- **Capital Expenditures:** means an expenditure that has a value of more than \$5,000, a life span of more than one year, and usually refers to machinery and equipment, vehicles, buildings, land, or infrastructure.

- **Community spirit and events:** means a grant sector encompassing activities, initiatives, and events that pull community members together, aim at increasing inclusion, positivism, and the enjoyment of life in Calmar. These initiatives are typically conducted over a short period of time but can be done multiple times during a calendar year (ex: community breakfast or BBQ, a community market, etc.)
- **Community well-being and fitness:** means a grant sector encompassing activities, initiatives, and events that promote being active and/or an active lifestyle, providing opportunities to improve and/or heal bodies and minds, for one or many groups within the community, while increasing inclusivity and providing additional opportunities throughout the year.
- **Council:** means the individuals elected to sit as Town Council under the Local Authorities Election Act and the Municipal Government Act of Alberta.
- **Initiative:** means a project, a program, an event, or an activity for which an organization is seeking a grant.
- **Grant:** means a financial assistance mechanism through which money and/or direct assistance is provided by the Town to carry out approved initiatives.
- **Grant Coordinator:** means the employee appointed by the CAO to receive and process and application, present the Request for Decision (RFD) report to Council, and coordinate for signatures between the Applicant and the CAO should an application be successful.
- **Operating Expenditures:** means an expenditure that supports the ongoing day-to-day operations of the organization and is used up in the normal operating cycle of the organization (e.g. personnel costs, office supplies, utilities, machine costs or rentals).
- **Organization's Budget:** means the budget of the organization applying for the grant.
- **Town:** means the Town of Calmar.
- **Town's Budget:** means the Town's budget approved by Council under the Municipal Government Act.
- **Town Manager:** means the Chief Administrative Officer (CAO) as appointed by Council, or the Chief Administrative Officer's designated individual.

Policy:

Responsibilities:

- Council will:
 - Approve by resolution this policy and its amendment from time to time.
 - Consider the allocation of resources for successful implementation of this policy in the annual budget process.
 - Approve the annual distribution of Community Grant Program funding.

- CAO will:
 - Appoint the FCSS Coordinator as the Grant Coordinator.
 - Ensure that the policy is implemented and brought to Council for review as required.
- Grant Coordinator will:
 - Act as a liaison with the Applicants and a supporting resource as needed for the application process.
 - Receive the application and prepare RFD's for Council's consideration.
 - Inform the Applicants of Council's decision regarding their application, and if successful, coordinate the signing of the Agreement.

Criteria:

- Community Grant Program funding is available to registered non-profit organizations or established groups, based within Calmar corporate boundaries. The Grant Program is also available to external entities that would conduct their initiative within the Town boundaries.
- The initiative must be associated with one or more of the following sector(s):
 - Arts, culture, and heritage,
 - Community spirit and events,
 - Community well-being and fitness,
 - Environment, or
 - Recreation.
- In order for an application to be considered, the following criteria must be met:
 - The organization must be in Calmar or in the process of establishing itself in Calmar (new initiative).
 - Only 1 application can be made per year per organization.
 - The application form (Schedule A) must be properly completed, signed, and submitted within the prescribed timeline.
 - The organization must demonstrate the following:
 - Membership,
 - Planning and management capabilities,
 - Other active fund-raising efforts,
 - A need for the funds requested,
 - Level of financial stability,
 - Adequate insurance coverage,
 - Benefit to the community of the initiative.
 - Applications will only be accepted from August 1st to October 31st each calendar year and reviewed during budget consideration for the upcoming year (January – December). An exception will be made for 2024, being the first year of the program. Applications will be accepted from April 1st to May 31st, 2024 for initiatives occurring in 2024.
 - Applications must be initiative based and will not be eligible for the following:

- Work done or materials obtained before the grant is approved,
 - Initiative that other bodies or levels of government have a clear, legislated responsibility for (i.e. health, education).
- Applications may be considered for Capital Expenditures or Operating Expenditures but not both.
- Applicants may apply for
 - Up to a maximum of \$1,000 for an initiative requiring Operating Expenditure, or
 - Up to a maximum of \$2,000.00 for an initiative requiring Capital Expenditure.
- The initiative must be started and completed in the year of the grant.
- At its sole discretion, Council can waive and/or amend the criteria due to special circumstances, by passing a resolution.

Grant recipient duties:

- Grant recipients must:
 - Enter into an Agreement following the confirmation of their successful application.
 - Agree that any project cost shortfalls or resulting ongoing funding requirements will be their responsibility.
 - Agree to recognize the Town's contribution to the project in all related public information, printed material, and media coverage.
 - Agree to provide Council with a follow-up report on the initiative supported by the grant. This report is to be received no later than 60 days following completion of the initiative.

Review and/or amendment:

- This policy shall be reviewed annually in conjunction with the Town's budget process.



**Schedule A
Application Form**

Organization Details

Name:	
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Mailing address:	
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Contact person:	
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Phone and email:	
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Registration number:	
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Number of members:	
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Please provide proof of insurance with your application.

In which of the following areas is the organization involved (check all that apply)?

Arts	<input type="checkbox"/>	Environment	<input type="checkbox"/>
Community spirit	<input type="checkbox"/>	Heritage	<input type="checkbox"/>
Community well-being and/or fitness	<input type="checkbox"/>	Recreation	<input type="checkbox"/>
Culture	<input type="checkbox"/>		<input type="checkbox"/>

Initiative Details

Initiative name:	
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Initiative location, Date, and time:	
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Initiative description:	
------------------------------------	--

Grant amount requested:	
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Are volunteers or organizations involved? (if yes, please described)	
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How will this initiative impact the community?	
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Financial Details

Please identify the anticipated expenses and revenues associated with the initiative (including the grant request amount)

Anticipated expenses	Amount (\$)	Anticipated revenues	Amount (\$)
Total		Total	

If you receive less than your request, would you still be able to conduct the initiative (Please circle one): yes or no

Other Details:

You can submit any additional information with this application, that you believe pertinent to Council’s understanding of the initiative and/or your organization.

Submissions will be accepted between August 1st and October 31st for initiative in the upcoming year.

Decisions will be made by the Council prior to December 31st and in conjunction with the Town’s budget adoption.

Complete application must be submitted to:

Attention: Grant Coordinator
PO Box 750, 4901 – 50 Ave, Calmar AB T0C 0V0

Or

By email at: grants@calmar.ca



**Schedule B
Review Form (for Administration)**

Application completeness:

1. Date of application received: _____
2. Has all the required information been submitted? Yes ___ No ___

If not and the window for application is still open, please contact the applicant. If complete, skip to point 4.

3. Date of completed application: _____
4. Is the organization existing ___ or new ___
5. Is the organization involved in an area supported by this grant program? Yes ___ No ___

Financial information:

1. Does the applicant have partner(s)/volunteers? Yes ___ No ___
2. Are there other potential sources of funding besides the applicant and the Town? Yes ___ No ___
3. Is the Grant Funding vital to the initiative? Yes ___ No ___

Other information:

1. Date at which the RFD will be presented to Council: _____
2. Notification to the client of presentation date: _____
___ email ___ phone ___ in-person

MAYORAL PROCLAMATION

WHEREAS, 24 million Canadians give their time through formal or informal types of volunteering, contributing close to 5 billion volunteer hours per year; and

WHEREAS, volunteers in the Town of Calmar mentor our children, support those feeling isolated, beautify our green spaces, and fundraise for our charitable organizations; and

WHEREAS, the Town of Calmar's volunteers are individuals, families, workers, retirees, community members of all ages and backgrounds; and

WHEREAS, the collective result of the work done by our town volunteers is that the Town of Calmar is a more desirable place to live; and

NOW, THEREFORE, I, Sean Carnahan, Mayor of the Town of Calmar, do hereby proclaim April 14th – 20th 2024, as National Volunteer Week, and urge my fellow citizens to recognize the crucial role played by volunteers in our community.

Sean Carnahan,
Mayor, Town of Calmar





ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR113531

March 18, 2024

Dear Chief Elected Officials:

Municipal Affairs has been working with the Assessment Model Review (AMR) Steering Committee comprised of industry, assessors, and municipal partners, such as Alberta Municipalities and the Rural Municipalities of Alberta.

The committee was tasked with designing an engagement approach to update the regulated property assessment system. I support the approach and I am pleased to share that engagement will begin this year. We have a shared vision to ensure the AMR is deliberate, evidence-based, and stakeholder-driven.

The AMR will be a multi-year process to review the policies, procedures, and rates that form the regulated property assessment framework. We will engage with municipal associations, industry representatives, and professional assessors throughout the duration of the AMR.

The review of the foundational policies – principles, assessment year modifiers, and the policy document that determines how assessable costs are reported for major projects, the Construction Cost Reporting Guide – will occur in 2024. Any resulting policy and regulatory changes would not be implemented any sooner than 2025.

Reviews of the assessment models for individual property types will then occur from 2025 through 2027 in two stages. These reviews will be followed by broad and direct engagement with municipalities and industry to consider the impacts of the new assessment models on revenue. Discussions of potential impacts will also include stakeholder-centered implementation strategies. To be clear, your municipality will be directly engaged on the overall results of the AMR and the potential impacts. The final decision by government on any changes to assessment models will be sought in 2028. Attached is a visual representation of the upcoming AMR engagement, and a frequently asked question document for your use.

Thank you for working in partnership with the province on this crucial task. Please continue to share your perspectives with both my department and your municipal association. I look forward to working with you and your municipal associations on this important initiative.

Sincerely,

Ric McIver
Minister

.../2

cc: Chief Administrative Officers
Tyler Gandam, President, Alberta Municipalities
Paul McLauchlin, President, Rural Municipalities of Alberta

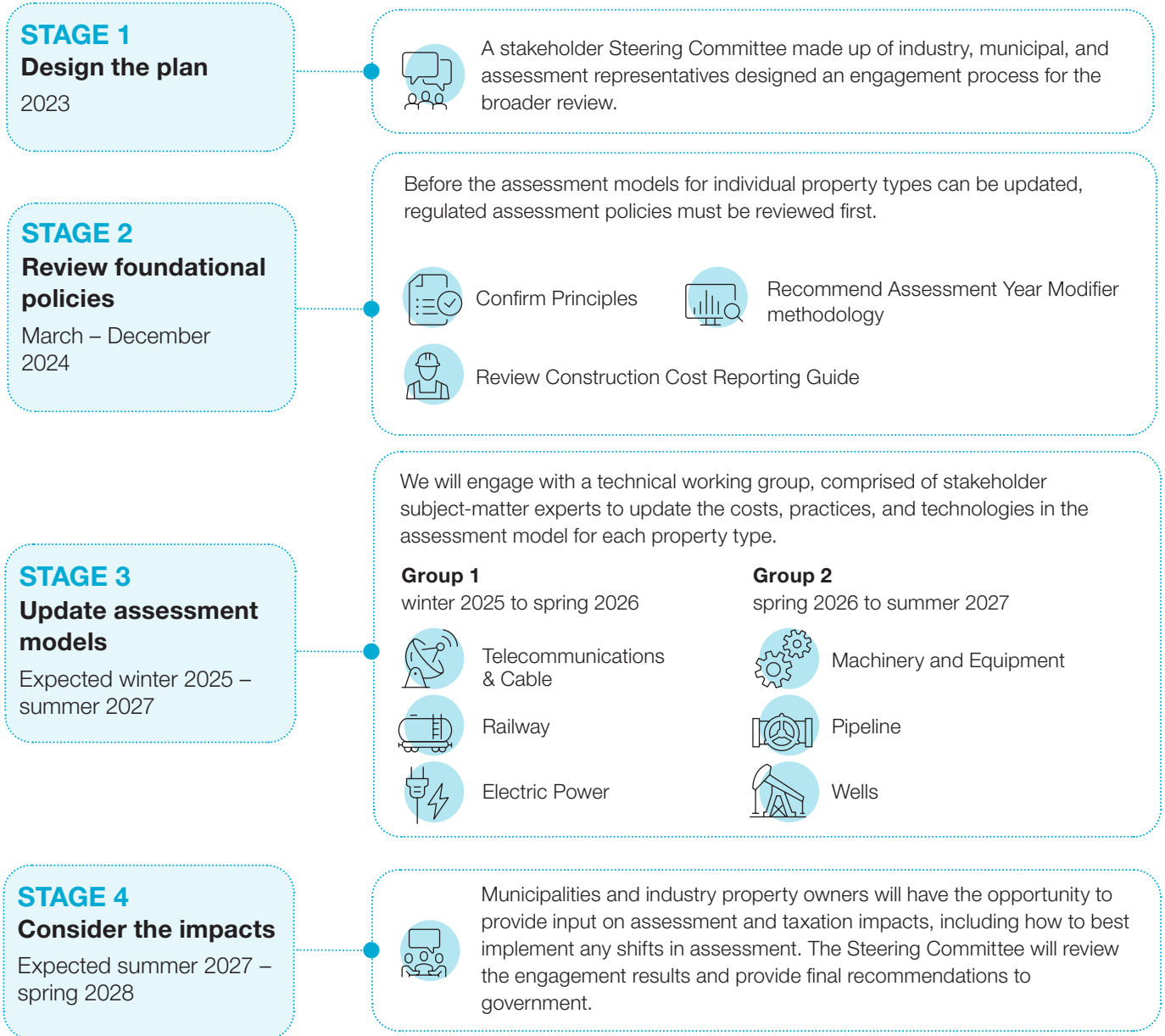
Attachments

- Infographic
- Assessment Model Review: Frequently Asked Questions

Regulated property assessment model review (AMR)

The Assessment Model Review process will update Alberta's regulated property assessment system resulting in fairer valuation of regulated property.

Stakeholder Engagement



Key municipal, industry, and assessment stakeholders will be engaged during each stage of the AMR process. For any questions, please contact the AMR Team at ma.amr@gov.ab.ca.



Frequently Asked Questions

Assessment Model Review

What are the properties that will be reviewed during the Assessment Model Review (AMR)?

Regulated properties, which include electric power systems, telecommunication and cable systems, pipelines, wells, and railway will be reviewed during the AMR process.

When will the results of the AMR be implemented?

Any government decisions on any changes to assessment models would be sought in spring or summer 2028, with implementation to follow.

The last model review was paused; how will this one be different?

In general, the previous attempts to review assessment models relied too heavily on a technical approach without a clear plan to broadly engage stakeholders in all phases of the process.

This one will be different, as this engagement approach seeks to mitigate potential controversy to the extent possible through a clear transparent stakeholder-driven process. Assessment discussions will be principle- and evidence-based, and will be separate from discussion of potential tax impacts and mitigation strategies for any resulting assessment changes.

The stakeholder steering committee that designed the engagement plan for this review will also work throughout the process to ensure the input of the represented stakeholders is considered, and will work according to jointly draft guiding principles to resolve challenges.

How are stakeholders able to participate?

Stakeholders are encouraged to provide feedback during each specific stage of the AMR process, either through their steering committee representative (list provided below) or by sending their comments to the AMR Team at ma.amr@gov.ab.ca.

How will we know the status/updates of the AMR process?

Status updates will be communicated to steering committee representatives (list provided below) and posted to the AMR website at <https://www.alberta.ca/regulated-property-assessment-model-engagement>.

Which groups are impacted by the AMR process?

Municipalities and regulated property owners may be impacted by changes in assessment values at the conclusion of the AMR process.

What are the timelines for the AMR process?

The review of AMR Principles, Assessment Year Modifiers, and the Construction Cost Reporting Guide will occur in 2024. Government will consider any resulting policy and regulatory changes in early 2025.

Reviews of the assessment models for individual regulated property types will then occur in two stages, from 2025-27.

Following this, we will begin broader engagement to comprehensively consider and understand the potential assessment and tax impacts of the new models. We will work with stakeholders to evaluate any mitigation or implementation strategies required.

Final government decisions on any changes to assessment models would be sought in 2028.

For further details please visit <https://www.alberta.ca/regulated-property-assessment-model-engagement>.

Have tax implications been considered for the AMR process?

Following preparation of new assessment models, broad engagement will be initiated with municipalities and industry groups. Stakeholders will have the opportunity to provide input during this stage of the process.

Final government decisions on any changes to assessment models would be sought after this input is received and considered.

Who is the main government contact for the AMR process?

To contact Municipal Affairs during the AMR process, please contact the AMR Team toll-free by first dialing 310-0000, then 780-422-1377, or at ma.amr@gov.ab.ca.

Which stakeholder groups are represented on the steering committee?

The steering committee is comprised of representatives from the following organizations:

- Alberta Assessors' Association
- Alberta Federation of Rural Electrification Associations
- Alberta Municipalities
- Alberta Rural Municipal Administrators' Association
- Bell MTS
- Canadian Association of Petroleum Producers
- Canadian National Railway Company
- Canadian Pacific Railway Company
- Canadian Property Tax Association
- Canadian Renewable Energy Association
- Capital Power
- Chemistry Industry Association of Canada
- Explorers and Producers Association of Canada
- Federation of Gas Co-ops
- FORTIS Alberta
- Independent Power Producers Society of Alberta
- Local Government Administration Association of Alberta
- Northeast Capital Industry Association
- Pipeline Property Tax Group
- Rogers Communications
- Rural Municipalities of Alberta
- TELUS

Mr. Mayor, Town Councilors:

This year, 2024, is the 70th anniversary of the founding of RCL Branch #266 Calmar! To honour this occasion, The Calmar Legion Branch would like to have 47 Street from Highway 39 to the south end of the Legion property named 'Veteran's Way'!

Our Branch would be responsible for procuring the street signs which would be handed over to the town outdoor maintenance crew for mounting on the street sign posts. I believe there would be a requirement for three (3) of these signs (1 at hwy 39, 1 at 49 Avenue & 1 at 48 Avenue).

For all legal and mapping considerations, this portion of 47 Street will remain as 47 Street, however the local and Veteran community may use this opportunity to use the term Veterans Way when describing the location of the Branch as well as for any advertisement of functions and activities held at the Legion Branch.

Thank you all for your consideration in this matter.

Bob McKerracher

A handwritten signature in black ink, appearing to read 'Bob McKerracher', with a stylized flourish at the end.

President RCL Branch #266 Calmar