



**AGENDA FOR THE REGULAR MEETING OF COUNCIL
TO BE HELD IN THE TOWN OF VULCAN COUNCIL CHAMBERS
ON MONDAY, SEPTEMBER 24, 2018
COMMENCING AT 7:00 PM**

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REPORT

TO: Council

FROM:

DATE: September 24, 2018

SUBJECT: Adoption of Previous Minutes September 10, 2018

DESCRIPTION:

Adoption of Previous Minutes September 10, 2018

RECOMMENDATION:

THAT the September 10, 2018 minutes be adopted as presented.

SUMMARY:

The minutes of the Regular Council meeting of Council, held in the Town of Vulcan Council Chamber on Monday, September 10, 2018 were presented to Council.

SIGNATURES:

A handwritten signature in blue ink, appearing to be "K. J.", written over a horizontal line.

Manager, Title

CAO/Clerk



MINUTES
REGULAR MEETING OF COUNCIL
Meeting
Monday, September 10, 2018 TOWN OF
VULCAN COUNCIL CHAMBERS 7:00
PM

COUNCIL PRESENT:

Tom Grant, Mayor, Georgia-Lee DeBolt, Councillor, Laura Thomas, Councillor, Lorna Armstrong, Councillor, Lyle Magnuson, Councillor, Michelle Roddy, Councillor, and Paul Taylor, Councillor

COUNCIL ABSENT:

STAFF PRESENT:

Kim Fath, CAO and Karen Rose, Clerk

1. Call to Order

Mayor Tom Grant called the meeting to order at 7:00 p.m.

2. Adoption of Agenda

2.1 Additional Items

7.7 Southern Alberta Energy for Waste Association - Request for Services

Motion No.: 2018.268

Moved by Georgia-Lee DeBolt

THAT the September 10, 2018 Regular Council meeting agenda be adopted as amended.

CARRIED UNANIMOUSLY.

3. Adoption of Previous Minutes

3.1 Regular Council Meeting Minutes - August 13, 2018

Motion No.: 2018.269

Moved by Paul Taylor

THAT the August 13, 2018 Regular Council meeting minutes be adopted as amended.

CARRIED UNANIMOUSLY.

4. Delegations and Presentations

4.1 Robert Shearer - Discussion of Policy U-01 - Water Disconnect and Reconnect

Mr. Robert Shearer was in attendance to present to Council his concerns regarding the Policy U-01-Water Disconnect and Reconnect and how he feels it affects his property.

Council held a brief discussion in regards to Mr. Shearer's concerns following item 10. Administrative Reports on the agenda.

Motion No.: 2018.270

Moved by Lorna Armstrong

THAT Council directs Administration to bring back a report for Policy U-01 for Council to review at the September 24, 2018 Council meeting.

CARRIED UNANIMOUSLY.

5. Correspondence and Information Items

The list of Correspondence and Information for the period ending September 10, 2018 is attached for Council's review.

5.1 Alberta Recreation & Parks Association

5.2 Vulcan & District Tourism Society - Trek Station Revenue

Motion No.: 2018.271

Moved by Paul Taylor

THAT Council directs Administration to send a letter of response addressing Mr. Swan's concerns.

CARRIED UNANIMOUSLY.

- 5.3 Fortis Alberta - Thank you Note
- 5.4 Food Truck Fundraiser - Change of Venue
- 5.5 Whispering Greens Stop Signs - Action Report

Motion No.: 2018.272

Moved by Lyle Magnuson

THAT the list of Correspondence and Information for the period ending September 10, 2018 be received as information.

CARRIED UNANIMOUSLY.

6. Financial Reports

- 6.1 Cash Statement - Ending July 31, 2018

Motion No.: 2018.273

Moved by Lorna Armstrong

THAT the Cash Statement for the period ending July 31, 2018 be received as information.

CARRIED UNANIMOUSLY.

- 6.2 Year-to-Date Statement - Ending July 31, 2018

Motion No.: 2018.274

Moved by Paul Taylor

THAT the Year-to-Date statement for the period ending July 31, 2018 be received as information.

CARRIED UNANIMOUSLY.

7. New and Unfinished Business

7.1 Chinook Arch Library 2019-2022 Membership Levy

On August 15, 2018 Administration received a copy of the corrected Chinook Arch Library Boards 2019-2022 Budget and Membership Levy.

Motion No.: 2018.275

Moved by Lorna Armstrong

THAT the Town of Vulcan approves the Chinook Arch Library Board 2019-2022 Municipal Levy Schedule.

CARRIED UNANIMOUSLY.

7.2 RCMP Services Request

The RCMP have requested the Town's assistance to provide street sweeping services at the Kirkcaldy aerodrome for an upcoming collision analysis training exercise scheduled for September 2018.

Motion No.: 2018.276

Moved by Lyle Magnuson

THAT Council approves the Town of Vulcan Public Works Department provide the RCMP with street sweeping services at the Kirkcaldy aerodrome in support of their upcoming collision analysis training exercise scheduled for September 2018.

CARRIED UNANIMOUSLY.

7.3 Canadian Pacific Railway Invoice

The Center Street rail crossing was reconstructed on June 21, 2018. This project was not planned for or coordinated by the Town of Vulcan so therefore was not included in the 2018 budget. The Town of Vulcan is solely responsible for all repair costs involved with this crossing, the CPR is responsible for initiating and overseeing all repairs.

Motion No.: 2018.277

Moved by Georgia-Lee DeBolt

THAT Council approves the payment of invoice number 11104456 to Canadian Pacific Railway for the reconstruction of the Center Street

crossing and that funding of \$133,603.52 be drawn from the Contingency Reserve for this purpose.

CARRIED UNANIMOUSLY.

- 7.4 Proposed Amendment to Land Use Bylaw 1437-15 Inclusion of Cannabis /Retail
Oldman River Regional Services Commission Senior Planner Steve Hardy presented to Council and addressed questions

The Municipal Planning Commission met twice to discuss recommendations for the accommodation of Cannabis/Retail as a use in the Land Use Bylaw 1437-15. Ian MacDougall, Land Use Planner, ORRSC was in attendance at both meetings to provide information to Commission members.

Motion No.: 2018.278

Moved by Lyle Magnuson

THAT Council directs Administration to prepare the amendments to the Land Use Bylaw 1437-15 for the inclusion of Cannabis/Retail as presented to be put forward for first reading at the September 24, 2018 Council meeting.

CARRIED UNANIMOUSLY.

- 7.5 Vulcan Lions Pool Project - Funding

The Community Services Manager applied for a CFEP Grant for the Vulcan Swimming Pool Project and required a motion from Council.

Motion No.: 2018.279

Moved by Georgia-Lee DeBolt

THAT Council approves the Lions Club of Vulcan to fundraise on behalf of the Town, for the Vulcan Pool Project, and that all funding raised will be managed and held in reserve by the Town of Vulcan to be allocated to the reconstruction of the Vulcan Pool.

CARRIED UNANIMOUSLY.

- 7.6 Pristine Homes and the Fairways Advertising Request

Henry DeKort with Pristine Homes approached the Town requesting Council's consideration in regards to participating in an advertising campaign in an effort to promote the Town and to generate home sales.

Motion No.: 2018.280

Moved by Lorna Armstrong

THAT Council approves Pristine Homes and the Fairways proposal to equally share the cost of an advertising campaign to promote the Town of Vulcan with the funds being drawn from the economic development portion of the 2018 operational budget not to exceed \$6,946.25.

CARRIED.

7.7 Southern Alberta Energy for Waste Association (SAEWA) Request for Services

The SAEWA Annual General meeting is being held in Champion on September 14, 2018. They have enquired if the Town would supply a staff member to record the minutes at the September 14th meeting.

Motion No.: 2018.281

Moved by Paul Taylor

THAT Council approves the SAEWA request for recording secretary services at their annual general meeting in Champion on September 14, 2018.

CARRIED UNANIMOUSLY.

8. Committee Reports

The minutes and /or verbal presentations to be presented on the various boards and committees in which Town Council has an interest.

- 8.1 Vulcan District Waste Commission
- 8.2 Oldman River Regional Services Commission
- 8.3 Canadian Badlands
- 8.4 Vulcan Golf and Country Club

- 8.5 Vulcan & District Tourism Society
- 8.6 Municipal Planning Commission
- 8.7 Vulcan County Coordinated Community Response to Elder Abuse
- 8.8 Vulcan Golf and Country Club

Motion No.: 2018.282

Moved by Laura Thomas

THAT the minutes presented from the various boards and committees be received as information.

CARRIED UNANIMOUSLY.

9. Councillor Reports

Council's verbal presentations to be presented on the various boards and committees in which Town Council has an interest.

9.1 Councillor Taylor

Attended meeting with Barry Morishita, President, AUMA
Attended Municipal Planning Commission meeting
Attended Vulcan Golf and Country Club meetings
Attended meeting at the Great Full Cup

9.2 Councillor DeBolt

Had no meetings to attend since the last Council meeting

9.3 Councillor Magnuson

Attended Municipal Planning Commission meeting
Attended Municipal Planning Commission special meeting
Attended Chamber of Commerce meeting
Attended Oldman River Regional Services Commission; provided an activity update on all meetings

9.4 Councillor Thomas

Attended Vulcan & District Tourism Quorum was not met
Attended Vulcan Brand Innovation Team Quorum was not met

9.5 Councillor Roddy

Attended Vulcan Regional Victims Service Society; provided activity update

Attended Vulcan County Coordinated Community Response to Elder Abuse

Attended Chamber of Commerce meeting

Attended Resource Festival

Attended meeting at the Great Full Cup

9.6 Councillor Armstrong

Attended Vulcan Health and Wellness Foundation; provided activity update

Attended The Marquis Foundation

9.7 Mayor Grant

Attended The Marquis Foundation

Attended Mayors and Reeves

Attended Southern Alberta Energy for Waste Association; provided updates on all meetings

Attended Hospital Building Committee

Attended meeting with Barry Morishita, President, AUMA

Motion No.: 2018.283

Moved by Paul Taylor

THAT the verbal reports presented by Council be received as information.

CARRIED UNANIMOUSLY.

10. Administrative Reports

Management is to produce a report each month.

10.1 Action List

10.2 CAO Report

10.3 Development Officer Report

10.4 Public Works Report

10.5 Community Services Report

- 10.6 Community Peace Officer Report
- 10.7 Fire Services Report

Motion No.: 2018.284

Moved by Lyle Magnuson

THAT the verbal reports presented by Council be received as information.

CARRIED UNANIMOUSLY.

11. Adjournment

Moved by Councillor Michelle Roddy THAT the meeting be adjourned at 9:03 p.m.

CAO

Mayor



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*

AR94815

August 28, 2018

His Worship Thomas Grant
Mayor, Town of Vulcan
PO Box 360
Vulcan AB T0L 2B0



Dear Mayor Grant,

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

I am pleased to inform you that the operating spending plan submitted by your municipality has been accepted. You may proceed to apply your municipality's 2018 operating allocation and any estimated 2017 carry-forward to the priorities identified in your plan.

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

Sincerely,

Hon. Shaye Anderson
Minister of Municipal Affairs

cc: Kim Fath, Chief Administrative Officer, Town of Vulcan

BREAKFAST WITH THE GUYS

FOOTHILLS

**FRIDAY, NOVEMBER 2ND,
2018**

7AM - 9AM

**BEST WESTERN PLUS
OKOTOKS INNS & SUITES**



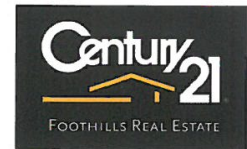
PRESENTED BY



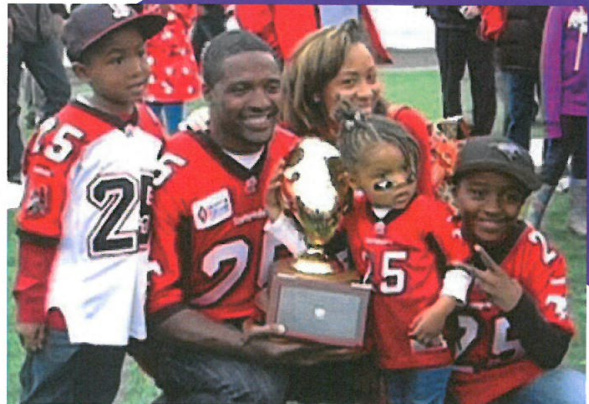
**ROWAN
HOUSE
SOCIETY**

BUILDING VIOLENCE FREE COMMUNITIES

AND SPONSORED BY



FEATURING:



FORMER STAMPEDER, KEON RAYMOND
AND EMCEE, JAYME HALL

**TICKETS: \$100 EACH
OR \$800 FOR A TABLE**

TO PURCHASE OR LEARN MORE:

VISIT WWW.ROWANHOUSE.CA

OR SCAN





REPORT

TO: Council

FROM:

DATE: September 24, 2018

SUBJECT: Cash Statement - Ending August 31, 2018

DESCRIPTION:

Cash Statement - Ending August 31, 2018

RECOMMENDATION:

THAT the Cash Statement for the period ending August 31, 2018 be received for information.

SUMMARY:

Attached is the Cash Statement for the period ending August 31, 2018.

SIGNATURES:

A handwritten signature in blue ink, appearing to be "K. A.", written over a horizontal line.

Manager, Title

CAO/Clerk

TOWN OF VULCAN

Town of Vulcan
Cash Statement
8/31/2018

	Debit	Credit	YTD
Cash			
Bank - General Account	18,486,189.33	(18,149,342.10)	336,847.23
Investments			
Notice On Demand Acct General	4,209,034.55	(2,209,000.00)	2,000,034.55
Notice on Demand Acct FGTF	1,140.62	(758.18)	382.44
Notice on Demand Acct MSI Capital	879,248.67	(476,551.09)	402,697.58
Notice on Demand Acct Vulcan Innovation	15,982.27	(3,922.79)	12,059.48
Notice On Demand Acct BMTG	617.61	(617.61)	0.00
Term Deposit - Mix Reserve	5,256.31	0.00	5,256.31
Term Deposit - Healy Reserve	15,882.05	0.00	15,882.05
Term Deposit - Shearer Reserve	1,694.03	0.00	1,694.03
Term Deposit - Androsoff Reserve	5,466.66	0.00	5,466.66
Term Deposit - Flags	60,235.87	(40,235.87)	20,000.00
	<u>5,194,558.64</u>	<u>(2,731,085.54)</u>	<u>2,463,473.10</u>

Mayor

CAO



REPORT

TO: Council

FROM:

DATE: September 24, 2018

SUBJECT: Year-to-Date Statement - Ending August 31, 2018

DESCRIPTION:

Year-to-Date Statement - Ending August 31, 2018

RECOMMENDATION:

THAT the Year-to-Date Statement for the period ending August 31, 2018 be received for information.

SUMMARY:

Attached is the Year-to-Date for the period ending August 31, 2018.

SIGNATURES:



Manager, Title

CAO/Clerk

TOWN OF VULCAN

For the Eight Months Ending August 31, 2018

	YTD	CURRENT MONTH	ANNUAL BUDGET	VARIANCE ANNUAL BUDGET
General Taxes & Fees				
Revenue	(\$2,865,365.32)	(\$52,811.33)	(\$3,009,439.35)	(\$144,074.03)
Expenses	34,580.92		34,000.00	(580.92)
School Taxes				
Revenue	(595,440.14)		(595,520.00)	(79.86)
Expenses	280,571.05	140,285.53	595,520.00	314,948.95
Legislative				
Revenue				
Expenses	58,642.74	25,232.64	118,970.00	60,327.26
General Administration				
Revenue	(30,410.23)	52.74	(52,700.00)	(22,289.77)
Expenses	540,526.77	47,217.88	827,281.69	286,754.92
Fire Fighting				
Revenue	(284,791.50)			284,791.50
Expenses	390,388.81	105.57	144,854.00	(245,534.81)
Emergency Services				
Revenue				
Expenses			5,500.00	5,500.00
Bylaw				
Revenue	(15,202.00)	(1,203.00)	(32,500.00)	(17,298.00)
Expenses	68,564.44	8,875.60	119,108.00	50,543.56
Common Services				
Revenue	(6,750.00)			6,750.00
Expenses	252,351.50	15,699.21	328,300.00	75,948.50
Roads & Streets				
Revenue	(31,522.31)		(13,775.18)	17,747.13
Expenses	407,722.16	49,055.77	504,107.44	96,385.28
Airport				
Revenue				
Expenses	8,000.00		8,000.00	
Water Treatment				
Revenue	(160,000.00)	(20,000.00)	(240,000.00)	(80,000.00)
Expenses	114,729.85	6,261.63	199,091.80	84,361.95
Storm				
Revenue				

Expenses	3,435.06	2,053.98	6,580.54	3,145.48
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FCSS

Revenue	(158,791.00)		(199,133.00)	(40,342.00)
Expenses	107,933.25	2,175.00	212,291.00	104,357.75

Cemetery

Revenue	(5,600.00)		(8,000.00)	(2,400.00)
Expenses	7,561.44	0.75	20,965.00	13,403.56

Planning Development & Safety

Revenue	(14,897.62)	(485.20)	(8,800.00)	6,097.62
Expenses	62,811.35	6,555.51	104,315.00	41,503.65

Subdivision

Revenue	(11,340.00)		(10,200.00)	1,140.00
Expenses	20,780.09		20,780.09	

Economic Development

Revenue				
Expenses			35,000.00	35,000.00

Recreation

Revenue	(127,460.91)	(283.00)	(133,529.50)	(6,068.59)
Expenses	138,510.19	37,864.41	225,558.53	87,048.34

Golf Course Loan

Revenue				
Expenses	57,120.00	6,528.00	84,864.00	27,744.00

Parks

Revenue	(71,794.30)		(65,200.00)	6,594.30
Expenses	69,451.57	1,558.73	110,700.00	41,248.43

Swimming Pool

Revenue	(120,291.23)		(126,375.00)	(6,083.77)
Expenses	175,647.58	804.86	207,450.00	31,802.42

Arena

Revenue	(110,847.28)	(2,257.14)	(116,870.00)	(6,022.72)
Expenses	114,476.57	17,271.71	200,440.00	85,963.43

Culture

Revenue	(9,600.00)	(1,200.00)	(14,400.00)	(4,800.00)
Expenses	132,075.28	1,056.21	141,472.60	9,397.32

Tourist Center

Revenue	(100,415.33)		(145,000.00)	(44,584.67)
Expenses	280,888.10	20,227.29	364,175.00	83,286.90

Water

Revenue	(440,163.24)	(1,137.27)	(730,097.81)	(289,934.57)
Expenses	504,779.54	11,963.68	772,133.08	267,353.54

Sewer

Revenue	(143,993.47)	(61.10)	(207,489.81)	(63,496.34)
Expenses	197,499.01	7,710.17	320,666.88	123,167.87

Garbage

Revenue	(262,755.50)	(160.15)	(426,020.00)	(163,264.50)
Expenses	381,519.52	8,344.29	422,925.00	41,405.48

TOTAL REVENUE	(5,567,431.38)	(79,545.45)	(6,135,049.65)	(567,618.27)
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TOTAL EXPENSES	4,410,581.91	416,848.42	6,135,049.65	1,724,467.74
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REPORT

TO: Council

FROM:

DATE: September 24, 2018

SUBJECT: Bylaw 1475-18 - Amend Land Use Bylaw 1437-15

DESCRIPTION:

Bylaw 1475-18 - Amend Land Use Bylaw 1437-15

RECOMMENDATION:

THAT Bylaw No. 1475-18 be given first reading and THAT a Public Hearing date be set for October 9, 2018.

SUMMARY:

At the September 10th Regular Council meeting the Oldman River Regional Services Commission and the Development Officer provided information outlining the recommendations and changes to amend Land Use Bylaw 1437-15.

PURPOSE:

This application for the Land Use Bylaw 1437-15 Amendment is being put forth by Administration for the inclusion of Cannabis/Retail as a use in the Land Use Bylaw.

Attached is a draft copy of Bylaw 1475-18 Amendment to Land Use Bylaw 1437-15 for Council's consideration.

Council is asked to give first reading of Bylaw 1475-18 and set a date for a public hearing on this bylaw.

SIGNATURES:



Manager, Title



**NOTICE OF PUBLIC HEARING
TOWN OF VULCAN
IN THE PROVINCE OF ALBERTA**

PROPOSED BYLAW NO. 1475-18

**To be held at 7:00pm, October 9th, 2018
Town of Vulcan Council Chambers
321 2nd Street South**

PURSUANT to sections 230, 606 and 692 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, the Council of the Town of Vulcan in the Province of Alberta hereby gives notice of its intention to adopt Bylaw No. 1475-18, being an amendment to Land Use Bylaw 1437-15 for the municipality.

THE PURPOSE of the proposed Bylaw No. 1475-18, is to accommodate cannabis related uses as part of the Bylaw in accordance with the applicable Federal and Provincial legislation.

THEREFORE, TAKE NOTICE THAT a public hearing to consider the Proposed Bylaw No. 1475-18 will be held in the Town of Vulcan Council Chambers at 7:00pm, October 9, 2018.

AND FURTHER TAKE NOTICE THAT anyone wishing to make a presentation regarding the proposed bylaw should, in writing, notify the Chief Administrative Officer of their intention prior to 7:00pm on October 9, 2018.

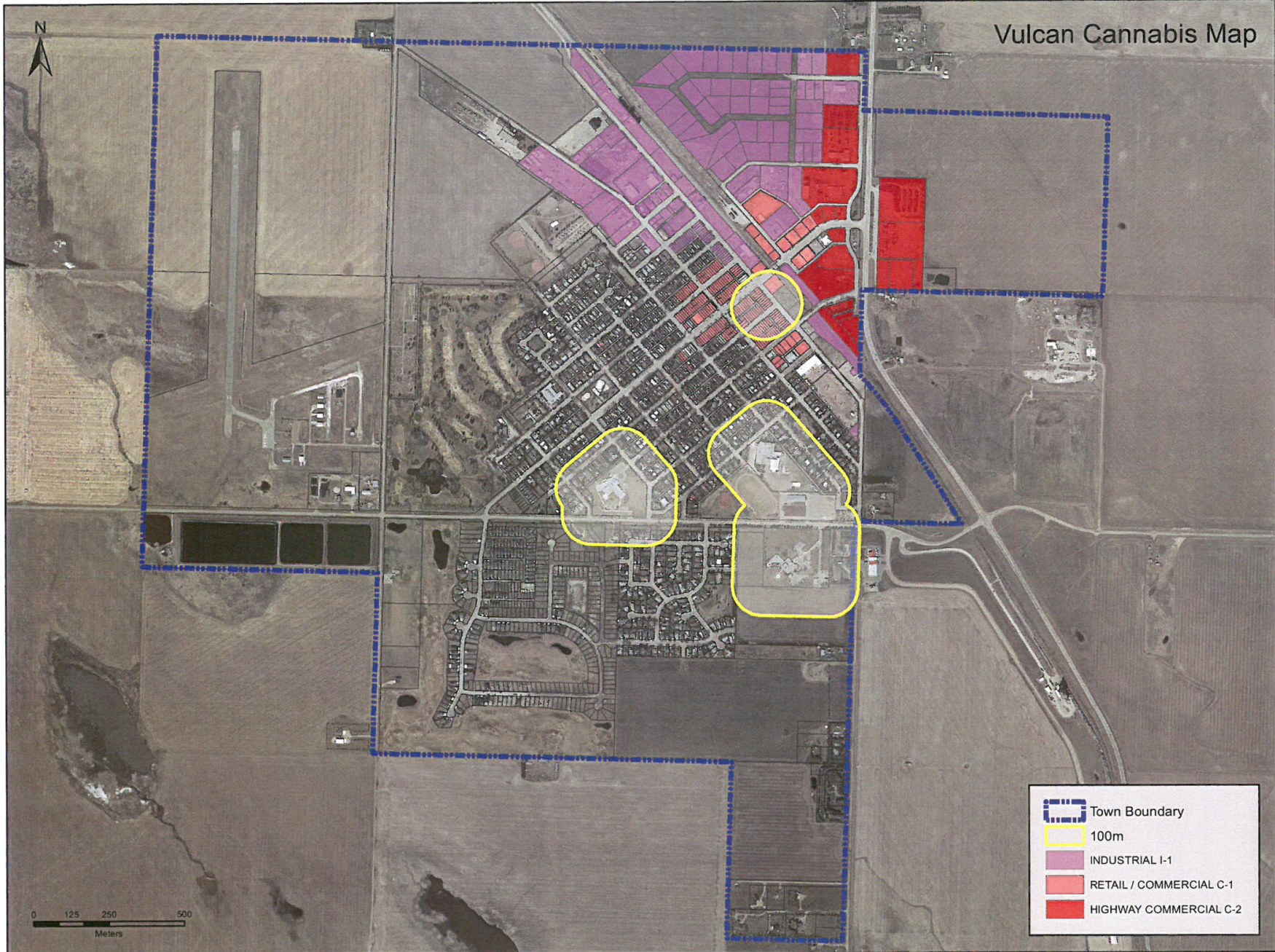
AND FURTHER TAKE NOTICE THAT both written and verbal presentations may be made to Council at the public hearing.

AND FURTHER TAKE NOTICE THAT a copy of the proposed bylaw may be inspected at the Town of Vulcan office during normal business hours.

DATED at the Town of Vulcan in the Province of Alberta this 14th day of September, 2018.

*Kim Fath
Chief Administrative Officer
Town of Vulcan
Box 360
Vulcan, Alberta. T0L 2B0*

Vulcan Cannabis Map



BYLAW NO. 1475-18
OF THE TOWN OF VULCAN
IN THE PROVINCE OF ALBERTA

A Bylaw of the Town of Vulcan, in the Province of Alberta, for the purpose of amending the Land Use Bylaw No. 1437-15.

WHEREAS Pursuant to the provisions of the Municipal Government Act, Chapter M-26, Revised Statutes 2000, Council of the Town of Vulcan in the Province of Alberta (hereinafter called the "Council") has adopted Land Use Bylaw No. 1437-15;

WHEREAS Council is desirous of amending bylaw of amending Bylaw 1437-15

WHEREAS The purpose of the proposed amendment is to accommodate cannabis related uses as part of the Bylaw in accordance with the applicable Federal and Provincial legislation.

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 Vulcan duly assembled does hereby enact the following:

1. This bylaw shall be cited as "Land Use Bylaw Amendment No. 1475-18".
2. Amendment to Land Use Bylaw No. 1437-15 as per "Schedule A" attached.
3. This bylaw shall come into force and effect on October 17, 2018.
4. That Bylaw No.1475-18 be consolidated to Bylaw No. 1437-15.

READ this FIRST time this 24th day of September of 2018.

Tom Grant, Mayor

Kim Fath, Chief Administrative Officer

READ for a SECOND time this ____ day of _____ of 2018.

Tom Grant, Mayor

Kim Fath, Chief Administrative Officer

READ for a THIRD time this _____ day of _____ of 2018.

Tom Grant, Mayor

Kim Fath, Chief Administrative Officer

SCHEDULE 2: LAND USE DEFINITIONS

New Definitions

AGLC means Alberta Gaming, Liquor and Cannabis Commission.

Cannabis means Cannabis as defined by the *Federal Cannabis Act*.

Cannabis Accessories means accessories that promote the responsible and legal consumption and storage of cannabis.

Cannabis Product means a product that contains Cannabis.

Retail Cannabis Licence means a licence under the *Gaming, Liquor and Cannabis Act* that authorizes the purchase, sale, transport, possession, and storage of Cannabis.

Retail Cannabis Store means a Use where recreational Cannabis can be legally sold, and has been licensed by the AGLC. All Cannabis that is offered for sale or sold must be from a federally approved and licensed producer. No consumption shall be on premises. This may include ancillary retail sale or rental of Cannabis Accessories, and where counselling on Cannabis may be provided.

Changed Definitions

Medical ~~Marihuana~~ Cannabis means a substance used for medical purposes authorized by a licence issued under the Federal Government's Access to Cannabis for Medical Purposes Regulations (ACMPR) or any subsequent legislation which may be enacted in substitution.

Medical ~~Marihuana~~ Cannabis Production Facility means a Use where Cannabis is grown, processed, packaged, tested, destroyed, stored or loaded for shipping, and that meets all Federal requirements as well as all requirements of this Bylaw, as amended from time to time.

SCHEDULE 1: LAND USE DISTRICTS

Add:

Retail Cannabis Store as a "Discretionary Use" within the Retail Commercial (C-1), Highway Commercial (C-2) and Industrial (I-1) Land Use Districts;

Replace:

Medical Marihuana Production Facility with **Cannabis Production Facility** as a Discretionary Use within Industrial (I-1) Land Use District.

SECTION 4 Table 4.7.2 Non-residential Minimum Required Off-street Parking

Retail Cannabis Stores be added to the Table as
1 space/37.m² (400ft²) of GFA

SECTION 13 ~~MEDICAL MARIHUANA~~ CANNABIS PRODUCTION FACILITY

- 13.1 The owner or applicant must provide as a condition of development a copy of the current license for all activities associated with medical cannabis ~~marihuana~~ production as issued by Health Canada.
- 13.2 The owner or applicant must obtain any other approval, permit, authorization, consent or license that may be required to ensure compliance with applicable federal, provincial or other municipal legislation.
- 13.3 The development must be done in a manner where all of the processes and functions are fully enclosed within a stand-alone building including all loading stalls and docks, and garbage containers and waste material.
- 13.4 The development shall not operate in conjunction with another approved use.
- 13.5 The development shall not include an outdoor area for storage of goods, materials or supplies.
- 13.6 The development must include equipment designed and intended to remove odours from the air where it is discharged from the building as part of a ventilation system.
- 13.7 The development must not be within 75.0 m (246 ft) of a residential or a public institutional district, measured from the building foundation containing the use to the nearest property line of a parcel designated as a residential or a public institutional district.
- 13.8 The Development Authority may require, as a condition of a development permit, a Public Utility and Waste Management Plan, completed by a qualified professional, that includes detail on:
 - (a) the incineration of waste products and airborne emissions, including smell;
 - (b) the quantity and characteristics of liquid and waste material discharged by the facility; and
 - (c) the method and location of collection and disposal of liquid and waste material.
- 13.9 The minimum number of motor vehicle parking stalls shall be based on the parking requirements of the Light Industrial use found in Schedule 4.

NEW

SECTION 14 RETAIL CANNABIS STORES

- 14.1 The development of Retail Cannabis Stores shall be in accordance with the *Gaming, Liquor, and Cannabis Act* as well as any other applicable regulation.
- 14.2 A copy of the Retail Cannabis Licence issued by the Alberta Gaming and Liquor Commission shall be provided to the Town prior to occupancy as a condition of Development Permit approval.
- 14.3 Advertising inside the premises shall not be visible from the outside.
- 14.4 Only permanent signage shall be permitted and copy shall be restricted to the business name.
- 14.5 Retail Cannabis Stores will be prohibited in the use of portable signs.
- 14.6 The premises must operate separately from other businesses, including providing a separate Loading Space when one is required.

- 14.7 The public entrance and exit to the Use must be direct to the outdoors.
- 14.8 Goods shall not be visible from outside the business premises.
- 14.9 A Retail Cannabis Store shall have no other Use.
- 14.10 Retail Cannabis Stores shall only be allowed within the Retail Commercial C-1, Highway Commercial C-2, and Industrial I-1 Land Use Districts.
- 14.11 In all districts a Retail Cannabis Store must not be located within a 100m area that contains any of the following Uses or structures, when measured from the closest point of a Retail Cannabis Stores parcel of land to any of the following:
 - (a) The boundary of the parcel of land on which a Hospital, as defined in this Bylaw is located; and
 - (b) The boundary of the parcel of land containing a School, as defined in this Bylaw
- 14.12 The specified separation distances are reciprocal and also apply to those described land Uses identified in 14.11 applying for a development permit locating in close proximity of an established Retail Cannabis Store.



REPORT

TO: Council
FROM:
DATE: September 24, 2018
SUBJECT: Policy U-01 Review

DESCRIPTION:
Policy U-01 Review

RECOMMENDATION:

That council provide administration with direction for amendments to Policy U-01 or show support for the current terms of this policy through receiving this administration report for information.

SUMMARY:

At the September 10th Regular Council meeting Robert Shearer presented his concerns in regards to the changes to this policy and the effect that it has on his property value. Council was asked to consider increasing the shut off fee so that ongoing utility distribution and collection charges are not applied while the property is vacant. Council gave direction to administration to provide council with a review of Policy U-01.

ANALYSIS:

On November 28, 2016 council amended former policy F-17 to the new policy U-10 Water Disconnect and Reconnect. The most significant change to the policy was that when a water service has been shut off to a property, the account will still be charged the distribution and collection fees for the utilities. The primary reason for this change was to address concerns that distribution and collection charges, which are fixed costs to the Town and are equally distributed to all utility accounts, were not being collected when a property was vacant or the owners were on vacation. These costs were then being passed to the other property owners with active accounts.

Based on the discussion about the fees charged for disconnection and re-connection of a utility service some clarification is required. The Town has never had a significant charge for this service, the fee has always just covered the cost to physically turn off and on the valve in the boulevard. The current rate for this is \$35 per request either off

or on. Under the old policy an account was made inactive following a shut off request and was made active again upon re-connection.

During the discussion it was proposed that a larger fee may be charged on only commercial rental properties for either disconnection or re-connection, so that the owners would not be charged during a vacancy. The largest concern with doing this would be for council to not levy fees equally, as well as many varying factors such as determining the length of vacancy, or budgeting the fluctuating funding. If a large fee were to be applied at disconnection, it would have to be calculated on how long the property expected to be vacant, in an effort to accurately charge for the fixed costs. This would end up only being a guess and risky. Alternatively adding the fee to re-connection would be much simpler administratively, but would open the door to property owners arguing the charges based on the property not being in use, or the cost being passed on to the new renter adding additional costs to their business start-up.

When researching the proposed changes to the policy we looked at several other communities' utility models. We found that the policy/procedure that was adopted by council, and we are currently using, is the most common. This allows for the fixed costs such as loan payments and delivery costs to be fairly and equally divided among all utility accounts, and allows for the variable costs like water usage to be charged at the actual rate in which it is used by each account. The benefit of this model is that the fixed costs are shared evenly and the variable costs can be determined by each user.

During the presentation it was also stated that the utility charges have lowered the property value when the building is vacant. It has been confirmed with Benchmark Assessments that the utility charges do not affect the value of a property. Utilities are a benefit and add value to a property. However the vacancy rate of a rental property will have an effect on the assessment of a property. The assessment on a commercial rental property can be lowered after a long term vacancy (typically 2-3 years) if the assessor determines that the vacancy is due to lack of renters. This change in assessment in turn lowers the taxes paid for the property saving the owner money. Council also can support business owners through additional programs such as PL-12 Commercial Development and Business Resource Policy.

The Utility services that are provided to each property in Town are continually being maintained and have ongoing costs to the Town of Vulcan. The cost for this maintenance does not change when there are vacancies at these properties. The Town continues to make loan payments, fixes water breaks, and operates the pumps that are needed to keep the system available to everyone. Charging a fixed distribution or collection fee is the most effective way to ensure that there is predictable funding available for one of the most important services that we are trusted to provide.

SIGNATURES:





REPORT

TO: Council
FROM:
DATE: September 24, 2018
SUBJECT: Clay for the Hospital Expansion

DESCRIPTION:
Clay for the Hospital Expansion

RECOMMENDATION:
THAT council approves a donation to the Vulcan County Health and Wellness Foundation of 1875 cubic meters of clay fill material from the stockpile located at the Vulcan Lagoon site to be relocated and used for the Vulcan Community Health Care expansion.

SUMMARY:
The construction on the hospital expansion has been delayed due to soil conditions on site, and they require clean fill to continue. Attached is a request from the Health and Wellness Foundation to provide fill clay for this project. This request was previously distributed electronically and received unanimous support by all Councillors.

ANALYSIS:
The Town has a stock pile of clean fill which was left over from the new lagoon construction. This fill has been tested and meets the builders requirements. I have discussed this request with Stew and he feels that we can easily accommodate this request without impacting our need for soil on future projects. We have confirmed with Clark builders that they will require 1875 m3 of this fill. The Foundation has inquired if council would consider donating this material to the project.

FINANCIAL IMPLICATIONS:
The donation of this material will have no impact on the 2018 operational budget. This is excess material with very little monetary value and is generally used internally for Town projects. Council has set the rate of \$4 per cubic meter (undelivered) for this material in the 2018 Fees Bylaw. If council were to sell the material at the approved rate, the value would be \$7500.00.

A handwritten signature in blue ink, appearing to be 'K. J.' or similar.



September 13, 2018.

Kim Fath, Administrator
Town of Vulcan
Vulcan, AB
T0L 2B0

Dear Kim Fath;

Sincerely,

In regard to the fill soil needed for the Vulcan Community Health Centre expansion, the foundation would like to use the clay soil located at the lagoon site by the Town of Vulcan.

The clay has been approved from their Alberta Health Services geotechnical assessment team.

The Foundation would like the Town of Vulcan to provide 5000 tonnes of fill soil locally. The cost of this fill will come out of the Foundation project budget reducing our contingency fund.

Thanks for your consideration in this matter.

Sincerely;

A handwritten signature in blue ink, appearing to read "Scott Mitchell".

Scott Mitchell,
Chair, Vulcan County Health and Wellness Foundation



110 – 1 Ave S, P.O. Box 28, Vulcan, AB T0L 2B0
403-485-3147
www.vchwfoundation.com
vchw.foundation@gmail.com
CRA registration # 831907886RR0001



REPORT

TO: Council

FROM:

DATE: September 24, 2018

SUBJECT: Fortis Franchise Fee for 2019

DESCRIPTION:

Fortis Franchise Fee for 2019

RECOMMENDATION:

THAT council directs administration to respond in writing to Fortis Alberta that the Town of Vulcan would like to keep the franchise fee at the current rate of 20% for 2019.

SUMMARY:

Fortis requires written notice of councils intentions to increase, decrease, or keep the franchise fee the same.

ANALYSIS:

Fortis has provided the attached information in regards to the Town of Vulcan's franchise fee. In 2013 Council approved increasing the franchise fee to the cap of 20%. Any change to this rate requires notice to Fortis and must be advertised for 2 weeks.

FINANCIAL IMPLICATIONS:

The anticipated 2019 revenue from the Fortis franchise fee is \$273,345.00

SIGNATURES:

A handwritten signature in black ink, appearing to be "K. J.", written over a horizontal line.

Manager, Title

Kim Fath

From: Law, Kayla <kayla.law@fortisalberta.com>
Sent: September-14-18 3:18 PM
To: Kim Fath
Cc: Orlesky, Stan
Subject: FortisAlberta Franchise Fee Calculator - 2018/19 - Please return by Nov. 1, 2018
Attachments: Franchise fee AD 2019- Please use this template.docx; Franchise Fee fax Cover 2018-2019.doc; April 1 2018 - Municipal Franchise Fee Riders.pdf; 2018-2019 Franchise Calculator -Vulcan .xlsx

Importance: High

RE: Request Confirmation of Electric Distribution Franchise Fee for 2019

As part of your Electrical Distribution System Franchise Agreement with FortisAlberta you have the annual ability to either **increase, decrease or keep your franchise fee the same, with written notice.**

IMPORTANT TIMELINES TO ENSURE FRANCHISE FEE CHANGES ARE IMPLEMENTED BY JANUARY 1, 2019

1. Review the attached Franchise Fee Calculator and present the recommendations to Council;
2. If Council is proposing an **increase or decrease to your franchise fee**, a resulting impact to the customer's annual billing is **required to be advertised in the local newspaper having the widest circulation within your municipality for two consecutive weeks.** (Please use the sample advertisement that is attached).
2. If **increasing** your franchise fee, it must stay within the current Franchise Fee **Cap of 20%.**
3. **By November 1st, 2018**, please email or fax clear copies of the following to Kayla Law @ kayla.law@fortisalberta.com or Fax: 780-464-8398

INCLUDE:


- ✓ Copies of both advertisements;
 - ✓ Publication dates for both advertisements;
 - ✓ Name & location of newspaper.
4. Any late, inaccurate or incomplete responses may be subject to late Alberta Utilities Commission (AUC) approvals, which may cause your new franchise fee to be in **effect April 1, 2019.**
 5. If Council decides to keep the current franchise fee you do not have to advertise, but please notify Kayla Law @ kayla.law@fortisalberta.com or Fax: 780-464-8398

TIPS FOR USING THE FRANCHISE CALCULATOR

Attached you will find the FortisAlberta Franchise Calculator specific to your municipality. The spreadsheet is intended to assist in determining the estimated revenue forecast from your Franchise Fee.

- On the first tab: Financial Impacts, you can change the Franchise Fee percentage **(yellow cell)**

By changing this cell the spreadsheet will automatically update to reflect your estimated revenue for 2019.



Franchise Fee Calculator Changes:	
Yellow area is to calculate different franchise fee.	
2019 Proposed Franchise Percentage	5.00%

- On the second tab: Residential Bill Impacts, you can **view the impact to an average residential bill by changing cell F21 & F39.**
(You will need this information for your advertisement if you are changing your current fee)
- On the third tab: Franchise Fees YOY (year over year), you can see how much revenue your municipality has collected over the last two and a half years.

Please note: All rate increases/decreases are estimated and have not been filed or approved with the AUC. The Distribution Tariff revenues shown are estimates only, and are subject to change dependent on several factors, including but not limited to; fluctuations in the amount of electrical services within the municipality, their electrical consumption increasing or decreasing, and/or changes to Transmission or Distribution rates and riders.

If you have any questions or concerns, please contact me or your Stakeholder Relations Manager.

Kayla Law | Stakeholder Relations Advisor

FortisAlberta Inc. | 100 Chippewa Road, Sherwood Park AB. T8A 4H4 | Tel: 780-464-8816 | Cell: 780-554-4888 | Fax: 780-464-8398

www.fortisalberta.com

FORTIS
ALBERTA

MISSION ZERO
Bring it Home Preventable Injuries

2018 Current Franchise Fee		20.00%
Franchise Fee Cap		20%
2018 Estimated Revenue	\$	263,438
2019 Estimated Franchise Fee Revenue if your Franchise Fee remains the same	\$	273,345
Franchise Fee Calculator Changes:		
Yellow area is to calculate different franchise fee.		
2019 Proposed Franchise Percentage		20.00%
2019 Estimated Franchise Fee Revenue if your Percentage is changed	\$	273,345
Difference in Franchise Fees Collected from 2018 to 2019 with Proposed D&T Rate Changes.		
	\$	9,907

Key Considerations:

At present time we have **estimated** the increase in rates for Distribution & Transmission.

THE PERCENTAGE INCREASES FOR TRANSMISSION AND DISTRIBUTION HAVE NOT BEEN FILED OR APPROVED BY THE AUC OR THE AESO.

MUNICIPAL FRANCHISE FEE RIDERS

Availability Effective for all consumption, estimated or actual, on and after the first of the month following Commission approval, the following franchise fee riders apply to all FortisAlberta distribution tariffs, except riders and rebates, in each municipality.

Price Adjustment A percentage surcharge per the table below will be added to the gross distribution tariff, excluding any riders or charges that relate to deferral account amounts, calculated for each site within each municipality and will be billed to the applicable retailer.

FortisAlberta will pay to each municipality each month, in accordance with the franchise agreements between FortisAlberta and the municipalities, the franchise fee revenue collected from the retailers.

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
03-0002	Acme	3%	2013/07/01	03-0041	Boyle	6%	2018/07/01
01-0003	Airdrie	15%	2018/04/01	03-0042	Breton	20%	2015/01/01
03-0005	Alix	18%	2015/01/01	01-0043	Brooks	12.63%	2015/01/01
03-0004	Alberta Beach	5%	2017/01/01	02-0044	Bruderheim	0%	2013/07/01
03-0007	Amisk	0%	2014/01/01	02-0047	Calmar	20%	2013/07/01
02-0011	Athabasca	7%	2018/04/01	01-0048	Camrose	10%	2016/01/01
04-0009	Argentia Beach	0%	2017/01/01	02-0050	Canmore	10%	2016/01/01
03-0010	Arrowwood	12%	2015/07/01	03-0054	Carmangay	5%	2018/01/01
02-0387	Banff	4%	2018/01/01	03-0055	Caroline	7%	2016/01/01
03-0363	Barnwell	5%	2013/07/01	02-0056	Carstairs	10%	2015/01/01
03-0013	Barons	5%	2015/04/01	03-0061	Champion	15%	2015/04/01
02-0014	Barrhead	12%	2016/04/01	03-0062	Chauvin	11%	2016/01/01
02-0016	Bashaw	3%	2013/07/01	02-0356	Chestermere	11.50%	2014/01/01
02-0017	Bassano	12.40%	2016/01/01	03-0064	Chipman	0%	2016/01/01
03-0018	Bawlf	6%	2016/01/01	02-0065	Claresholm	4%	2017/01/01
02-0019	Beaumont	5%	2013/10/01	03-0066	Clive	9%	2013/01/01
03-0022	Beiseker	0%	2013/07/01	03-0068	Clyde	15%	2017/01/01
02-0024	Bentley	9%	2018/01/01	02-0069	Coaldale	11%	2015/01/01
04-0026	Betula Beach	0%	2017/01/01	02-0360	Coalhurst	5%	2015/01/01
03-0029	Bittern Lake	7%	2016/01/01	02-0070	Cochrane	15%	2015/01/01
02-0030	Black Diamond	10%	2017/01/01	03-0076	Coutts	3%	2017/01/01
02-0031	Blackfalds	20%	2013/10/01	03-0077	Cowley	5%	2016/01/01
02-0034	Bon Accord	20%	2013/07/01	03-0078	Cremona	10%	2016/01/01
02-0039	Bow Island	8.50%	2018/01/01	02-0079	Crossfield	0%	2015/01/01
02-0040	Bowden	15%	2017/01/01	09-0361	Crowsnest Pass	16%	2016/01/01

FortisAlberta's Customer and Retailer Terms and Conditions of Distribution Tariff Services provide for other charges, including an arrears charge of 1.5% per month.

MUNICIPAL FRANCHISE FEE RIDERS

Effective: the first of the month following
Commission approval for consumption from
the first of the month following Commission
approval

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
04-0080	Crystal Springs	0%	2016/01/01	02-0197	Lamont	5%	2013/07/01
03-0081	Czar	5%	2013/10/01	01-0200	Leduc	16%	2014/01/01
02-0082	Daysland	7%	2018/01/01	02-0202	Legal	10%	2018/01/01
02-0086	Devon	13%	2018/01/01	03-0207	Lomond	15%	2017/01/01
02-0088	Didsbury	17%	2016/01/01	03-0208	Longview	17%	2017/01/01
02-0091	Drayton Valley	10%	2016/01/01	03-0209	Lougheed	5%	2016/01/01
03-0093	Duchess	15%	2018/01/01	02-0211	Magrath	8%	2017/01/01
02-0095	Eckville	10%	2015/01/01	04-0210	Ma-Me-O Beach	0%	2016/01/01
03-0096	Edberg	10%	2018/01/01	02-0215	Mayerthorpe	8%	2016/01/01
03-0097	Edgerton	16%	2015/01/01	04-0359	Mewatha Beach	2%	2016/10/01
02-0100	Edson	5%	2015/01/01	02-0218	Milk River	12%	2017/01/01
03-0109	Ferintosh	11%	2016/01/01	02-0219	Millet	15%	2018/01/01
03-0112	Foremost	7%	2016/01/01	03-0220	Milo	20%	2017/01/01
01-0117	Fort Saskatchewan	0%	2013/10/01	02-0224	Morinville	20%	2013/07/01
02-0124	Gibbons	10%	2013/01/01	04-0230	Nakamun Park	0%	2013/10/01
03-0128	Glenwood	0%	2016/02/11	02-0232	Nanton	7%	2016/01/01
04-0129	Golden Days	0%	2017/01/01	02-0236	Nobleford	0%	2013/10/01
02-0135	Gratum	5.50%	2013/07/01	03-0233	New Norway	6%	2009/01/01
04-0134	Grandview	0%	2016/01/01	04-0237	Norglenwold	5%	2015/01/01
04-0138	Gull Lake	0%	2016/01/01	04-0385	Norris Beach	0%	2016/01/01
02-0143	Hardisty	7%	2017/04/01	02-0238	Okotoks	10%	2017/01/01
03-0144	Hay Lakes	7%	2017/11/01	02-0239	Olds	8.59%	2015/01/01
02-0148	High River	20%	2015/07/01	02-0240	Onoway	7.50%	2013/01/01
03-0149	Hill Spring	5%	2015/09/01	04-0374	Parkland Beach	0%	2015/01/01
02-0151	Hinton	10.70%	2013/01/01	02-0248	Penhold	19%	2014/01/01
03-0152	Holden	4%	2016/01/01	02-0249	Picture Butte	10%	2016/01/01
03-0153	Hughenden	5%	2016/01/01	02-0250	Pincher Creek	13%	2017/01/01
03-0154	Hussar	12.50%	2017/01/01	04-0253	Point Alison	0%	2017/01/23
02-0180	Innisfail	9%	2017/01/01	04-0256	Poplar Bay	0%	2016/01/01
03-0182	Irma	20%	2015/01/01	02-0257	Provost	20%	2015/01/01
02-0183	Irricana	0%	2013/10/01	02-0261	Raymond	12%	2016/01/01
04-0185	Island Lake	0%	2016/01/01	02-0265	Redwater	0%	2013/07/01
04-0186	Itaska Beach	0%	2017/10/01	02-0266	Rimbey	15%	2018/01/01
04-0379	Jarvis Bay	0%	2015/10/08	02-0268	Rocky Mtn House	12%	2017/01/01
04-0187	Kapasiwin	0%	2018/04/01	03-0270	Rockyford	5%	2015/04/01
02-0188	Killam	8%	2017/01/01	03-0272	Rosemary	12%	2016/01/01
01-0194	Lacombe	6.20%	2013/10/01	04-0273	Ross Haven	0%	2016/01/01
04-0196	Lakeview	2%	2016/01/01	03-0276	Ryley	3%	2016/01/01

FortisAlberta's Customer and Retailer Terms and Conditions of Electric Distribution Service provide for other charges, including an arrears charge of 1.5% per month.



MUNICIPAL FRANCHISE FEE RIDERS

Effective: the first of the month following
Commission approval for consumption from
the first of the month following Commission
approval

Muni Code	Municipality	Rider	Effective
04-0279	Seba Beach	4%	2014/01/01
02-0280	Sedgewick	8%	2017/04/01
04-0283	Silver Sands	3%	2018/01/01
04-0369	South Baptiste	0%	2005/05/01
04-0288	South View	0%	2018/01/01
01-0291	Spruce Grove	20%	2016/01/01
01-0292	St. Albert	0%	2016/01/01
03-0295	Standard	0%	2015/01/01
02-0297	Stavely	5%	2017/01/01
03-0300	Stirling	8%	2015/01/01
02-0301	Stony Plain	20%	2015/01/01
09-0302	Strathcona County	0%	TBD
02-0303	Strathmore	15%	2018/07/01
03-0304	Strome	8%	2016/01/01
02-0307	Sundre	9%	2018/01/01
04-0386	Sunrise Beach	0%	2018/01/01
04-0308	Sunset Point	10%	2017/01/01
02-0310	Sylvan Lake	12%	2016/01/01
02-0311	Taber	20%	2013/10/01
03-0315	Thorsby	20%	2015/01/01
02-0318	Tofield	5%	2015/01/01
02-0321	Turner Valley	10%	2017/01/01
04-0324	Val Quentin	0%	2016/01/01
02-0326	Vauxhall	2%	2015/01/01
02-0331	Viking	8%	2013/07/01
02-0333	Vulcan	20%	2013/10/01
03-0364	Wabamun	10%	2017/01/01
02-0335	Wainwright	7%	2018/01/01
03-0338	Warburg	10%	2015/01/01
03-0339	Warner	0%	2017/01/01
04-0344	West Cove	0%	2018/01/01
02-0345	Westlock	12%	2013/07/01
01-0347	Wetaskiwin	12%	2016/01/01
04-0371	Whispering Hills	5%	2016/10/01
02-0350	Whitecourt	2.55%	2018/01/01
04-0354	Yellowstone	3%	2016/01/01

FortisAlberta's Customer and Retailer Terms and Conditions of Electric Distribution Service provide for other charges, including an arrears charge of 1.5% per month.

**FOOTHILLS REGIONAL EMERGENCY SERVICES COMMISSION
BOARD MEETING**

Wednesday, June 27, 2018

7:15 p.m. FRESC Center, 98 Woodhaven Dr. Okotoks

Attendance: Suzanne Oel, Chairman
Jamie Tiessen, Vice Chairman
Brenda Fenwick, Executive Director
Board Members: Jason Schneider, Dr. Ed Sands, Jonathan Gordon, Paul
Taylor, John Dozeman

Absent: Bruce Masterman, Darryl Lalonde

1.0 The meeting was called to order at 7:16 by Suzanne Oel, Vice Chairman.

2.0 **AGENDA**

MOTION: by Dr. Ed Sands to adopt the Agenda as presented
CARRIED

3.0 **MINUTES OF PREVIOUS MEETING – April 25, 2018**

MOTION: by Jamie Tiessen to adopt the Minutes of April 25, 2018 as
presented.
CARRIED

4.0 **FINANCIAL REPORT**

4.1 **Year to Date Financial Report**

Brenda Fenwick presented the year to date financial report.

MOTION: by John Dozeman to accept the Year to Date Financial
report as information.
CARRIED

5.0 **OLD BUSINESS**

5.1 **CAD to CAD EMS Dispatch Update – In Camera FOIPPA Sec 21 (a) i**

MOTION: by Paul Taylor to move the meeting in camera at 7:20 pm.
CARRIED

MOTION: by Dr. Ed Sands to move the meeting out of camera at 7:50
pm.
CARRIED

5.2 Town of Canmore/Camore Fire Rescue Services RFP

On June 4, 2018 we received via email a letter from Fire Chief Walter Gahler. The intent of this letter was to provide the 6 months required notice to terminate the existing agreement between Foothills Regional Emergency Services Commission and the Town of Canmore for the provision of 911 and Fire Dispatch Services effective January 1, 2019. A discussion concerning the validity of the termination of agreement was discussed.

On July 3, 2018 the Town of Canmore and Canmore Fire Rescue Services released an RFP for the provision of 911 Call Answer and Fire Dispatch Services. A discussion regarding this process and the letter of termination took place.

MOTION: by Jason Schneider to direct the FRESC Board Chairman, Suzanne Oel to send a letter to the Mayor and CAO of the Town of Canmore to request the Council Resolution approving the cancellation of the Agreement between Foothills Regional Emergency Services and the Town of Canmore for the provision of 911 and Fire Dispatch Services.

CARRIED

6.0 NEW BUSINESS

6.1 Alberta E911 Standards Approval/Ministerial Order

On June 12, 2018 the Minister of Municipal Affairs by Ministerial Order approved the Alberta 911 Standards. These Standards became effective on June 12, 2018 and 911 Centers across the province will have one year to become compliant. Foothills Regional Emergency Services Commission is in a good position for obtaining full compliancy by June 12, 2019. Information only.

6.2 New Business Opportunity

FRESC has been approached by Cypress County to provide 911 and Fire Dispatch Services to the County. We have provided a full proposal and negotiated pricing. They have verbally indicated that they will contract our services but we are awaiting the signed agreement from the CAO and Reeve.

7.0 **EXECUTIVE DIRECTOR REPORT**

The Executive Director's written report was provided for information.

MOTION: by Dr. Ed Sands to accept the report as information.

CARRIED.

8.0 **IN CAMERA SESSION**

In camera sessions during 5.1

9.0 **NEXT MEETING** – September 12, 2018 at 7:15 p.m..

10.0 **MOTION:** by Jamie Tiessen to adjourn the meeting at 9:17 p.m.

CARRIED

**MINUTES OF THE TOWN OF VULCAN MUNICIPAL PLANNING COMMISSION MEETING
HELD IN THE TOWN OF VULCAN COUNCIL CHAMBERS
ON TUESDAY, SEPTEMBER 4, 2018
COMMENCING AT 2:00 P.M.**

PRESENT: Chairman John Seaman, and Members Lyle Magnuson, Ron Fernley, Paul Taylor, Sue Dow, Shirley Zuehlke

ABSENT: **NIL**

STAFF: Nancy Neufeld, Development Officer; Ian MacDougall, ORRC

CALL TO ORDER: Chairman John Seaman called the meeting to order at 2:06 p.m.

1.0 DELEGATION - NIL

2.0 ADDITIONS/CHANGES TO AGENDA – NIL

3.0 MINUTES

3.1 Minutes of the August 21, 2018 meeting of the MPC were presented for adoption.

MOTION 18.23:

Moved by Member Sue Dow that the Minutes of the Town of Vulcan Municipal Planning Commission of August 21, 2018 be approved as read by each member of the Commission. **CARRIED**

4.0 MISCELLANEOUS CORRESPONDENCE - NIL

5.0 SUBDIVISION & DEVELOPMENT REQUESTS - NIL

6.0 UNFINISHED BUSINESS

**6.1 Proposed Land Use Bylaw Amendment
Cannabis/Retail**

The Commission was provided with the proposed amendments as put forth by the MPC at their meeting of August 21, 2018.

The following corrections are to be made to the document prior to forwarding to Council:

- Section 14 Item 14.2 – “City” changed to “Town”.
- Section 14 Item 14.5 – Restricted changed to “prohibited”.

Municipal Planning Commission

September 4, 2018

- Section 14 Item 14.10 – corrections to zoning identification

Discussion pertaining to buffering of parks took place, resulting in that buffering remain as presented, 100m around schools and hospital and that there be no buffering of parks.

MOTION: 18.24:

Moved by Ron Fernley that that recommendations be forwarded to Council in regards to inclusion of “Cannabis/Retail” in Land Use Bylaw 1437-15 with amendments as indicated. **CARRIED**

7.0 NEW BUSINESS - NIL

8.0

9.0 DEVELOPMENT OFFICER’S REPORT - NIL

10.0 LAND USE BY LAW REVIEW - NIL

11.0 IN-CAMERA - NIL

12.0 DATE OF NEXT MEETING

Next meeting of the MPC to be held September 18, 2018.

13.0 ADJOURNMENT

The meeting was adjourned by Shirley Zuehlke at 3:02 p.m.

CHAIRMAN

SECRETARY

Municipal Planning Commission

September 4, 2018

**MINUTES OF THE TOWN OF VULCAN MUNICIPAL PLANNING COMMISSION MEETING
HELD IN THE TOWN OF VULCAN COUNCIL CHAMBERS
ON TUESDAY, September 18, 2018
COMMENCING AT 2:00 P.M.**

PRESENT: Vice-Chairman Ron Fernley and Members Lyle Magnuson, Paul Taylor, Sue Dow, Shirley Zuehlke

ABSENT: Chairman John Seaman

STAFF: Nancy Neufeld, Development Officer

CALL TO ORDER: Vice Chairman Ron Fernley called the meeting to order at 2:02 p.m.

1.0 DELEGATION - NIL

2.0 ADDITIONS/CHANGES TO AGENDA

Paul Taylor requested clarification on paint colour for shipping containers. To be discussed under Item 9.0 Land Use Bylaw/Policy Review.

3.0 MINUTES

3.1 Minutes of the September 4, 2018 meeting of the MPC were presented for adoption.

MOTION 18.25:

Moved by Member Sue Dow that the Minutes of the Town of Vulcan Municipal Planning Commission of August 21, 2018 be approved as amended (correction to meeting date) and read by each member of the Commission. **CARRIED**

4.0 MISCELLANEOUS CORRESPONDENCE - NIL

5.0 SUBDIVISION & DEVELOPMENT REQUESTS

5.1 **D18.22 – 416 Jamison Road – Lot 14 Blk 43 Plan 8111335
I-1 Discretionary Use/Change of Use – Shipping Container Contractor General**

Motion: 18.26:

Moved by Lyle Magnuson that the Municipal Planning Commission approve Development Permit 18.22 as per Option 1 with the addition of condition that the shipping containers be painted by June 30, 2019. **CARRIED**

Municipal Planning Commission

September 4, 2018

The Commission directed the Development Officer to forward a letter to the applicant outlining the consequences of not adhering to the conditions of the development permit, specifically the requirement to paint the shipping containers.

6.0 UNFINISHED BUSINESS – NIL

7.0 NEW BUSINESS - NIL

8.0 DEVELOPMENT OFFICER'S REPORT

Motion: 18.27:

Moved by Paul Taylor that the Municipal Planning Commission receive the Development Officer's Report for information. **CARRIED**

9.0 LAND USE BY LAW REVIEW

Clarification was made regarding the painting/colour requirements as per the Land Use Bylaw in regards to shipping containers.

10.0 IN-CAMERA - NIL

12.0 DATE OF NEXT MEETING

Next meeting of the MPC to be held October 16, 2018

13.0 ADJOURNMENT

The meeting was adjourned by Shirley Zuehlke at 2:30 p.m.

CHAIRMAN

SECRETARY

Town of Vulcan Action List



Meeting/Date	Motion #	Resolution	Assigned To	Action Status	Completion Date
Regular Council April 25, 2016	16.140	Moved by Councillor Paul Taylor THAT Council approves Anderson's request to use the lagoon waste water effluent for the purpose of irrigation and that Administration drafts an agreement to facilitate this matter.	Kim Fath	Pending Anderson purchase of irrigation equipment.	
Regular Council September 26, 2016	16.277	Moved by Councillor Georgia-Lee DeBolt THAT Council directed Administration to research this matter and bring the information back to Council for further consideration.	Kim Fath Stew Birch	Contact golf course and evaluate the success of their program. More than a year of data required.	
Regular Council June 11, 2018	18.202	Moved by Councillor Lyle Magnuson THAT Council approves the Vulcan Pool Committees recommendation and directs Administration to prepare and issue requests for proposal for a new pool basin including mechanical components as well as separate documents for a new pool house, for the purpose of accurately providing budgetary cost estimates.	Karen Rose Bonnie Ellis	Send Copy of Resolution to Community Services Manager Prepare and issue requests for proposals for the pool basin and separate proposal for a new pool house Report back to Council with recommendation	June 13, 2018
Regular Council August 13, 2018	18.258	Moved by Lorna Armstrong THAT Council directs Administration to apply to Alberta Infrastructure and Transportation for permission to install community fingerboard signage on Highway 23 for the Vulcan Cemetery and the Vulcan Cultural Recreation Centre.	Nancy Neufeld	Apply to Alberta Infrastructure for permission to install signage for the Cemetery and CRC	
Regular Council September 10, 2018	18.270	Moved by Lorna Armstrong THAT Council directs Administration to bring back a report for Policy U-01 for Council to review at the September 24, 2018 Council meeting.	Kim Fath Karen Rose	Prepare report and Add Report to the September 24, 2018 Regular Council meeting	September 18, 2018
Regular Council September 10, 2018	18.271	Moved by Paul Taylor THAT Council directs Administration to send a letter of response addressing Mr. Swan's concerns.	Kim Fath	Send letter of response to Mr. Swan	September 13, 2018
Regular Council September 10, 2018	18.275	Moved by Lorna Armstrong THAT the Town of Vulcan approves the Chinook Arch Library Board 2019-2022 Municipal Levy Schedule.	Karen Rose	Send Copy of Resolution to Chinook Arch Library	September 12, 2018

Town of Vulcan Action List



Meeting/Date	Motion #	Resolution	Assigned To	Action Status	Completion Date
Regular Council September 10, 2018	18.276	Moved by Lyle Magnuson THAT Council approves the Town of Vulcan Public Works Department provide the RCMP with street sweeping services at the Kirkcaldy aerodrome in support of their upcoming collision analysis training exercise scheduled for September 2018.	Karen Rose	Send Copy of Resolution to Public Works Foreman	September 12,2018
Regular Council September 10, 2018	18.277	Moved by Georgia-Lee DeBolt THAT Council approves the payment of invoice number 11104456 to Canadian Pacific Railway for the reconstruction of the Center Street crossing and that funding of \$133,603.52 be drawn from the Contingency Reserve for this purpose.	Kim Fath Karen Rose	Send Copy of Resolution to Finance Manager	September 12,2018
Regular Council September 10, 2018	18.278	Moved by Lyle Magnuson THAT Council directs Administration to prepare the amendments to the Land Use Bylaw 1437-15 for the inclusion of Cannabis/Retail as presented to be put forward for first reading at the September 24, 2018 Council meeting.	Karen Rose Nancy Neufeld	Send Copy of Resolution to Development Officer and add Draft Bylaw to September 23.18 agenda	September 12,2018
Regular Council September 10, 2018	18.279	Moved by Georgia-Lee DeBolt THAT Council approves the Lions Club of Vulcan to fundraise on behalf of the Town, for the Vulcan Pool Project, and that all funding raised will be managed and held in reserve by the Town of Vulcan to be allocated to the reconstruction of the Vulcan Pool.	Karen Rose	Send Copy of Resolution to Community Services Manager	September 12,2018
Regular Council September 10, 2018	18.290	Moved by Lorna Armstrong THAT Council approves Pristine Homes and the Fairways proposal to equally share the cost of an advertising campaign to promote the Town of Vulcan with the funds being drawn from the economic development portion of the 2018 operational budget not to exceed \$6,946.25.	Kim Fath Karen Rose	Send Copy of Resolution to Finance Manager and Development Officer Send approval to Pristine Homes	September 12,2018



CAO'S REPORT

SUBMITTED TO: Town Council
SUBMITTED BY: Kim Fath
FOR THE DATES: September 7th through September 21st, 2018

Administrative Business Summery


- Prepared CAO and Activities Report
- Prepared and reviewed agenda
- Corresponded with a resident to provide information on addressing tax arrears
- Met with Gillian Carruthers about project management for the pool.
- Attended September 10th council meeting
- Provided meeting follow up information to the Advocate
- Coordinated council information for Joint pool meeting and Fall Communication Meeting
- Council meeting follow up (*minutes review, action items, letters*)
- Prepared and forwarded Health Foundation request for immediate response.
- Provided Provincial FCSS with current Bylaw information
- Corresponded with Golf Course for follow up on Play & Stay camping stalls.
- Reviewed Policy U-01 with utility clerk and prepared report for council.
- Discussed the 2 water breaks financial and maintenance impact with Public Works.
- Met with Trinus to evaluate the Town's IT status
- Created agendas in Icompass for MPC, Recreation, Tourism, and the Airport Committees
- Created RFD's for next council meeting.
- Met with Mayor to sign documents and discuss agenda items.

Staff

- Public Works and Tourism have had staff put in resignation notices.
- CPO is still awaiting provincial appointment

Formal Meetings of Interest

- Tango/Project Management – Town Office – *September 10th*.
- SAEWA/AGM – Champion – *September 14th*
- CPO Authorized Employers Information Session – Okotoks – *September 20th*.


Respectfully submitted by Kim Fath
Chief Administrative Officer