



**AGENDA FOR THE REGULAR MEETING OF COUNCIL
TO BE HELD IN THE TOWN OF VULCAN COUNCIL CHAMBERS
ON MONDAY, JULY 23, 2018
COMMENCING AT 7:00 PM**

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1. Call to Order	
2. Adoption of Agenda	
2.1 Additional Items	
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4. Delegations and Presentations	
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Robert Shearer	
5. Correspondence and Information Items	
The list of Correspondence and Information for the period ending July 23, 2018 is attached for Council's review	
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8.1	Canadian Badlands - Minutes - April 26, 2018 April 26, 2018 Minutes	39 - 45
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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	
9.2	Councillor DeBolt	
9.3	Councillor Magnuson	
9.4	Councillor Thomas	
9.5	Councillor Roddy	
9.6	Councillor Armstrong	
9.7	Mayor Grant	
10.	Administrative Reports Management is to produce a report each month	
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11.	Adjournment	

ITEM 3.1

Town of Vulcan

Request for Decision (RFD)

Adoption of Previous Minutes Regular Council Meeting July 9, 2018

Meeting: Regular Council
Meeting Date: **July 23, 2018**
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

The Minutes of the Regular Meeting of Council, held in the Town of Vulcan Council Chamber on Monday, July 9, 2018 were presented to Council.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

Moved by Councillor _____ THAT the Minutes of the Regular Council Meeting, held in the Town of Vulcan Council Chamber on Monday, July 9, 2018 be approved and read by each member of Council.

Initials show support -Reviewed by:

Director:


CAO

**MINUTES OF THE REGULAR MEETING OF COUNCIL
HELD IN THE TOWN OF VULCAN COUNCIL CHAMBER
ON MONDAY, JULY 9th, 2018**

PRESENT:

Mayor	- Tom Grant
Councillor	- Paul Taylor
Councillor	- Georgia-Lee DeBolt
Councillor	- Lyle Magnuson
Councillor	- Laura Thomas
Councillor	- Michelle Roddy
Councillor	- Lorna Armstrong
Chief Administrative Officer	- Kim Fath
Recording Secretary	- Karen Rose

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

2.0 Adoption of Agenda

Motion No.: 18.223

Moved by Councillor Lyle Magnuson THAT the agenda governing this meeting be adopted as presented. **CARRIED UNANIMOUSLY**

3.0 Adoption of Previous Minutes

3.1 Regular Council Meeting Minutes

The Minutes of the Regular Meeting of Council, held in the Town of Vulcan Council Chamber on Monday, June 25, 2018 were presented to Council.

Motion No.: 18.224

Moved by Councillor Paul Taylor THAT the Minutes of the Regular Council Meeting, held in the Town of Vulcan Council Chamber on Monday, June 25, 2018 be approved and read by each member of Council as presented. **CARRIED UNANIMOUSLY**

July 9th, 2018

Regular Council Meeting

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Initials

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4.0 Correspondence and Information

- 4.1 The list of Correspondence and Information for the period ending July 9, 2018 was presented to Council to be received for information.

Motion No.: 18.225

Moved by Councillor Lorna Armstrong THAT Administration forward the letter received from Alberta Culture and Tourism for the 2018 Stars of Alberta Volunteer Awards to the local service clubs within Vulcan. **CARRIED UNANIMOUSLY**

Motion No.: 18.226

Moved by Councillor Georgia-Lee DeBolt THAT the Correspondence and Information for the period ending July 9, 2018 be received as information. **CARRIED UNANIMOUSLY**

5.0 New and Unfinished Business

5.1 Vulcan & District Historical Society Approval Request

The Vulcan & District Historical Society requested approval from the Town of Vulcan to replace the roof and siding on the former Alberta Government Telephone (AGT) building now owned by the Town of Vulcan.

Motion No.: 18.227

Moved by Councillor Lorna Armstrong THAT Council deny the Vulcan and District Historical Societies request until such time as Administration, the Society, and Alberta Culture & Tourism Historic Resources Management Branch can meet to determine how these improvements will be completed in a way that maintains the heritage value of the building, and that upon agreement by all parties the Development Officer is authorized to grant approval to proceed with the proposed repairs. **CARRIED UNANIMOUSLY**

5.2 Chief Administrative Officer Holidays

The Chief Administrative Officer requested Council's approval to take holidays from July 30th, - August 7, 2018 and August 21st – September 5th, 2018.

July 9th, 2018

Regular Council Meeting

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Motion No.: 18.228

Moved by Councillor Paul Taylor THAT Council approves the Chief Administrative Officer's request for holidays from July 30th, - August 7th, 2018 and August 21st – September 5th, 2018.

CARRIED UNANIMOUSLY

5.3 August 27, 2018 Regular Council Meeting

Council discussed cancelling the scheduled August 27, 2018 Regular Council meeting.

Motion No.: 18.229

Moved by Councillor Georgia-Lee DeBolt THAT Council cancel the August 27, 2018 Regular Council Meeting unless emergent business arises.

CARRIED UNANIMOUSLY

5.4 Local Improvement Plan – Jamison Road

At the June 25, 2018 Regular Council meeting Town Council approved a local improvement plan for the curb, gutter and gravel road construction of Jamison Road and directed Administration to contact the affected property owners to gauge support for this project.

Motion No.: 18.230

Moved by Councillor Paul Taylor THAT Council directs Administration to move forward with the Local Improvement Plan as previously approved at the June 25, 2018 meeting Motion No. 18.218.

CARRIED UNANIMOUSLY

5.5 Southern Alberta Emergency Management Resource Sharing Agreement (SAEMRSA)

In 2016 a committee was created to revise the 2007 Southern Alberta Emergency Management Resource Sharing Agreement (SAEMRSA). The amendments to this agreement were distributed to the member municipalities in June of 2017.

Motion No.: 18.231

Moved by Councillor Lorna Armstrong THAT Council directs Administration to submit a letter of support for the changes to the Southern Alberta Emergency Management Resource Sharing Agreement and request that the Town of Vulcan be included as a signatory to this agreement in accordance to Council resolution 07.143.

CARRIED UNANIMOUSLY

July 9th, 2018

Regular Council Meeting

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Initials

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6.0 Committee and Administrative Reports

- 6.1** The minutes were presented for the various boards and committees in whom Town Council has an interest.

Motion No.: 18.232

Moved by Councillor Paul Taylor THAT the minutes from the various boards and committees in whom the Town Council has interest be filed for information.

CARRIED UNANIMOUSLY

7.0 Councillor Reports

Council provided verbal presentations of their meetings and their recent official activities.

7.1 Councillor Taylor

- Attended Vulcan Hospital ground breaking ceremony
- Attended Foothills Regional Emergency Services Commission meeting; provided an activity update

7.2 Councillor DeBolt

- Attended Vulcan Hospital ground breaking ceremony
- Attended the Family and Community Support Services dinner

7.3 Councillor Magnuson

- Attended the Vulcan Hospital ground breaking ceremony

7.4 Councillor Thomas

- Attended Vulcan Business Innovation Team meeting; provided an activity update
- Attended Family Community & Support Services dinner
- Vulcan and District Tourism meeting was cancelled

7.5 Councillor Roddy

- Attended Vulcan Hospital ground breaking ceremony
- Met with Ursula Sherwood with Community Futures
- Community Futures Highwood AGM was held July 7, 2018

7.6 Councillor Armstrong

- Attended Vulcan Hospital ground breaking ceremony
- Attended Marquis Foundation meeting; provided an activity update
- Attended Health & Wellness Foundation meeting; provided an activity update

July 9th, 2018

Regular Council Meeting

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Initials

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7.7 Mayor Grant

- Attended Vulcan Hospital ground breaking ceremony

Motion No.: 18.233

Moved by Councillor Laura Thomas THAT the verbal reports given by Council at the July 9, 2018 Regular Council Meeting be received as information.

CARRIED UNANIMOUSLY

8.0 Administrative Reports

Management provided reports of their recent activities.

Motion No.: 18.234

Moved by Councillor Lyle Magnuson THAT this Council receives for information the Administrative reports for the period ending July 9, 2018. **CARRIED UNANIMOUSLY**

9.0 Adjournment

The meeting was adjourned by Councillor Michelle Roddy at 8:05 p.m.

Tom Grant
Mayor

Kim Fath
Chief Administrative Officer

July 9th, 2018

Regular Council Meeting

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Initials

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Town of Vulcan

Request for Decision (RFD)

Robert Shearer – 116 3 Avenue North Utility Rates

Meeting: Regular Council
Meeting Date: **July 23, 2018**
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

Robert Shearer is requesting that Council review the utility rates for the property at 116 – 3 Avenue North.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT

Initials show support -Reviewed by:

Director:


CAO

Claresholm & District Fair Days Parade Entry Form

Theme: Salute to Horses

August 11, 2018

ASSEMBLY & STAGING 9:30 A.M.

Across from the Fire Hall on 43rd Ave W (Hwy 520/Starline)

JUDGING 10:00 A.M. (Participants arriving later than 9:30a.m. will **NOT** be judged)

PARADE WILL COMMENCE AT 11:00 A.M.

Business/Organization/Individual Name: _____

Contact Person: _____

Address: _____

Phone: _____ Email: _____

CATEGORY: (Circle most applicable)

- | | | |
|-------------------------------|------------------------|---------------|
| *Commercial/Small Business | *Clubs & Organizations | |
| *Municipalities & Communities | *Farm Equipment | |
| *Church Group | *Restored Vehicles | *Antique Cars |
| *Bands | *Horses & Wagons | *Sports Clubs |

Mail Entries to: **PO Box 2698 Claresholm, AB T0L 0T0**

Email Entries to: **bmseeman@hotmail.com**

Drop off Entries to: **Chinook Financial 134 – 50th Ave W Claresholm**

For further information, call: **Breanna Seeman 403-625-0040**

EXCLUSION OF LIABILITY ASSUMPTION OF RISK, JURISDICTION

As a condition of participation in the Claresholm & District Fair Days Parade, I, the participant(s), assume all risk of personal injury, death, or property lost resulting from any cause whatsoever including but not limited to the negligence, breach of contract, or breach of statutory duty of care on the part of the Town of Claresholm, the Claresholm & District Fair Days and their Directors, Officers, Volunteers, Employees, Agents, Representatives, or Sponsors (hereinafter collectively referred to as the "Parade Operators"). The Participant agrees that the Parade Operators shall not be liable for any such personal injury, death, or property loss however caused and releases the Parade Operators and waives all claims with respect thereto. The Participant agrees that any litigation involving the Parade Operators shall be brought solely within the Province of Alberta and shall be within the exclusive jurisdiction of the Courts of the Province of Alberta. The Participant further agrees that these conditions of any rights, duties, obligations as between the Parade Operators and the Participant shall be governed by the interpreted solely in accordance with the laws of the Province of Alberta and no other jurisdiction.

HOLDING HARMLESS AND INDEMNITY CAUSE

That by signing this Agreement and participating in the Claresholm & District Fair Days Parade, I further agree I will save harmless and indemnify the Town of Claresholm, the Claresholm & District Fair Days and the Parade Operators, from any and all liabilities and claims which may occur from my participating in the Claresholm 7 District Fair Days Parade, however caused.

We/I have read the above clauses and agree to comply. Thank you for Participating! Have a GREAT Fair Days!

Dated this ____ day of _____, 2018.

Signature: _____

Name (please print clearly): _____

Release & Hold Harmless Agreement

I, _____, acting in my capacity as _____ of _____ (Company or Organization or Individual), its employees, directors, contractors, agents, and club members, do hereby on behalf of Company or Organization or Individual agree to release and hold harmless the Town of Claresholm and Claresholm Fair Days Parade Committee and Volunteers for liability for any action during the Claresholm Fair Days Parade on August 11, 2018 at 11:00am.

Company or Organization or Individual understands and assumes the risk inherent to the activity of Claresholm Fair Days Parade. Company or Organization or Individual further understands that this Release and Hold Harmless Agreement will remain in full force and effect during any and all times for the event being sponsored by Claresholm Fair Days Parade Committee including any incident related to the event.

Company or Organization or Individual agrees to release, hold harmless, and indemnify the Town of Claresholm and Claresholm Fair Days Parade Committee and Volunteers from any liability or responsibility arising out of or incident to the event sponsored by Claresholm Fair Days Parade Committee for any accident or injury to persons or property including, but not limited to, third person liability during any and all times of the event.

By signing this form, I acknowledge that I have the authority to act and contract on behalf of Company or Organization or Individual, and understand and accept the terms and conditions set forth in this agreement.

Date: _____

Signature _____

Name (please print clearly) _____

July 17, 2018

Good afternoon,

Mayor Barry Morishita, current President of AUMA, will be touring through the province in the month of August in order to connect with many of our communities. He hopes to stop in Vulcan on Friday, August 17th, while on his 'Tour of Alberta'. He plans on arriving at approximately 9:00 a.m., and would appreciate meeting with Mayor, Council, and senior staff, or anyone who is available while he is visiting Vulcan. He has about 1.5 hours to spend in the community, and is open to having a sit-down meeting, informal coffee, tours of the town, social event, etc. – whatever your Mayor & Councillors decide would be best. This time is yours to tailor as you would like. He has also asked that I let you know that you are welcome to invite others to the meeting (ie. County Councillors, elected officials from smaller surrounding communities, etc.) if you so choose.

As he will be on the road from July 31st on, we also ask that you provide contact information for the person that will be the main point of contact for this meeting. This should be a way for Barry to contact them while on the road (cell phone) in case of last minute vehicle troubles or delays from construction.

Looking forward to your response!

Regards,

Megan Soldan

Executive Assistant
City of Brooks

Town of Vulcan

Request for Decision (RFD)

Cash Statement – Ending June 30, 2018

Meeting: Regular Council
Meeting Date: **July 23, 2018**
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

Attached is the Cash Statement for the period ending June 30, 2018.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

For Council's information.

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

Moved by Councillor _____ THAT the Cash Statement for the period ending June 30, 2018 be received for information.

Initials show support -Reviewed by:

Director:



CAO

6.1

TOWN OF VULCAN

Town of Vulcan
Cash Statement
6/30/2018

	Debit	Credit	YTD
Cash			
Bank - General Account	15,574,384.00	(15,157,590.96)	416,793.04
Investments			
Notice On Demand Acct General	3,001,423.76	(1,809,000.00)	1,192,423.76
Notice on Demand Acct FGTF	1,139.12	(758.18)	380.94
Notice on Demand Acct MSI Capital	477,751.56	(229,930.72)	247,820.84
Notice on Demand Acct Vulcan Innovation	15,933.19	(3,922.79)	12,010.40
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>3,585,400.16</u>	<u>(2,084,465.17)</u>	<u>1,500,934.99</u>

Mayor

CAO

Town of Vulcan

Request for Decision (RFD)

Year-to-Date Statement – Ending June 30, 2018

Meeting: Regular Council
Meeting Date: July 23, 2018
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

Attached is the Year-to-Date Statement for the period ending June 30, 2018.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

For Council's information.

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

Moved by Councillor _____ THAT the Year-to-Date Statement for the period ending June 30, 2018 be received for information.

Initials show support -Reviewed by:

Director:


CAO

TOWN OF VULCAN

For the Six Months Ending June 30, 2018

	YTD	CURRENT MONTH	ANNUAL BUDGET	VARIANCE ANNUAL BUDGET
General Taxes & Fees				
Revenue	(\$2,786,452.77)	(\$52,811.33)	(\$3,009,439.35)	(\$222,986.58)
Expenses	34,580.92		34,000.00	(580.92)
School Taxes				
Revenue	(596,031.76)		(595,520.00)	511.76
Expenses	280,571.05	140,285.53	595,520.00	314,948.95
Legislative				
Revenue				
Expenses	58,333.55	25,232.64	118,970.00	60,636.45
General Administration				
Revenue	(28,596.75)	52.74	(52,700.00)	(24,103.25)
Expenses	453,356.55	47,217.88	827,281.69	373,925.14
Fire Fighting				
Revenue	(284,791.50)			284,791.50
Expenses	372,911.67	105.57	144,854.00	(228,057.67)
Emergency Services				
Revenue				
Expenses			5,500.00	5,500.00
Bylaw				
Revenue	(13,411.00)	(1,203.00)	(32,500.00)	(19,089.00)
Expenses	60,356.00	8,875.60	119,108.00	58,752.00
Common Services				
Revenue				
Expenses	220,269.74	15,699.21	328,300.00	108,030.26
Roads & Streets				
Revenue	(27,447.25)		(13,775.18)	13,672.07
Expenses	313,412.24	49,055.77	504,107.44	190,695.20
Airport				
Revenue				
Expenses	8,000.00		8,000.00	
Water Treatment				
Revenue	(120,000.00)	(20,000.00)	(240,000.00)	(120,000.00)
Expenses	75,061.12	6,261.63	199,091.80	124,030.68
Storm				
Revenue				
Expenses	3,398.50	2,053.98	6,580.54	3,182.04

FCSS

Revenue	(109,752.00)		(199,133.00)	(89,381.00)
Expenses	116,603.25	2,175.00	212,291.00	95,687.75

Cemetery

Revenue	(3,360.00)		(8,000.00)	(4,640.00)
Expenses	5,528.57	0.75	20,965.00	15,436.43

Planning Development & Safety

Revenue	(3,598.52)	(485.20)	(8,800.00)	(5,201.48)
Expenses	54,789.32	6,555.51	104,315.00	49,525.68

Subdivision

Revenue	(8,400.00)		(10,200.00)	(1,800.00)
Expenses	20,780.09		20,780.09	

Economic Development

Revenue				
Expenses			35,000.00	35,000.00

Recreation

Revenue	(115,806.54)	(283.00)	(133,529.50)	(17,722.96)
Expenses	104,543.03	37,864.41	225,558.53	121,015.50

Golf Course Loan

Revenue				
Expenses	42,432.00	6,528.00	84,864.00	42,432.00

Parks

Revenue	(56,174.58)		(65,200.00)	(9,025.42)
Expenses	46,796.87	1,558.73	110,700.00	63,903.13

Swimming Pool

Revenue	(100,097.07)		(126,375.00)	(26,277.93)
Expenses	90,108.03	804.86	207,450.00	117,341.97

Arena

Revenue	(110,847.28)	(2,257.14)	(116,870.00)	(6,022.72)
Expenses	95,006.19	17,271.71	200,440.00	105,433.81

Culture

Revenue	(7,200.00)	(1,200.00)	(14,400.00)	(7,200.00)
Expenses	123,229.91	1,056.21	141,472.60	18,242.69

Tourist Center

Revenue	(44,899.06)		(145,000.00)	(100,100.94)
Expenses	155,954.99	20,227.29	364,175.00	208,220.01

Water

Revenue	(285,491.30)	(1,137.27)	(730,097.81)	(444,606.51)
Expenses	316,841.79	11,963.68	772,133.08	455,291.29

Sewer

Revenue	(108,889.73)	(61.10)	(207,489.81)	(98,600.08)
Expenses	187,713.44	7,710.17	320,666.88	132,953.44

Garbage

Revenue	(196,348.25)	(160.15)	(426,020.00)	(229,671.75)
Expenses	356,474.18	8,344.29	422,925.00	66,450.82

TOTAL REVENUE	(5,007,595.36)	(79,545.45)	(6,135,049.65)	(1,127,454.29)
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TOTAL EXPENSES	3,597,068.12	416,848.42	6,135,049.65	2,537,981.53
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Town of Vulcan

Request for Decision (RFD)

Family & Community Support Services – Member-at-Large Appointments

Meeting: Regular Council
 Meeting Date: **July 23, 2018**
 Originated By: Kim Fath

BACKGROUND / PROPOSAL:

The Family & Community Support Services (FCSS) is requesting that Council appoint four applicants who have shown interest to sit as members-at-large on the FCSS Board.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Administration has attached copies of the Town's bylaws showing the regulations pertaining to the appointment of members-at-large governing the FCSS Board for Council's information.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves the appointment of Danette Smith as a returning member-at-large to the Family and Community Support Services for a term commencing on July 23, 2018 and ending July 23, 2021.

Moved by Councillor _____ THAT Council approves the appointment of Betty Whitney as a returning member-at-large to the Family and Community Support Services for a term commencing on July 23, 2018 and ending July 23, 2021.

Moved by Councillor _____ THAT Council approves the appointment of Linda Joyce as a returning member-at-large to the Family and Community Support Services for a term commencing on July 23, 2018 and ending July 23, 2021.

Moved by Councillor _____ THAT Council approves the appointment of Jen Forhmzway as a member-at-large to the Family and Community Support Services for a term commencing on July 23, 2018 and ending July 23, 2021.

Initials show support -Reviewed by: _____

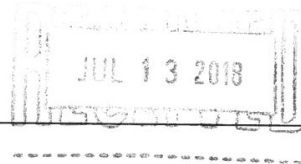
Director: _____


CAO



7.1
P.O. Box 594
Vulcan, AB T0L 2B0
Phone: (403) 485-2192 ext. 104
Fax: (403) 485-6043

E-mail: fcssvulc@telusplanet.net



July 9, 2018

Town of Vulcan
Box 360
Vulcan, AB
T0L 2B0

Dear Mr. Fath and Town of Vulcan Councillors;

At the June 28, 2018 meeting of the Vulcan & Region FCSS Board, four applications from citizens who wish to sit as members at large on our Board were received and reviewed. Returning members at large would be: Danette Smith, Betty Whitney, and Linda Joyce. Jen Forhmzway has also submitted her name. The Board would like to recommend these four people to become members at large, for three year terms of service on the Vulcan & Region FCSS Board.

As you know the FCSS Board recommends applicants and the Town officially appoints them.

I hope each of you has a wonderful summer and wish to thank-you for your assistance over the years and the continued support shown to FCSS and the work we do.

Sincerely,

Carrol Thomson
Director

BYLAW NO. 1350-07

**A BYLAW OF THE TOWN OF VULCAN, IN THE PROVINCE OF ALBERTA,
FOR THE PURPOSE OF AMENDING FCSS BYLAW NO. 1332-05.**

WHEREAS, the Council of the Town of Vulcan wishes to amend Bylaw No.1332-05 to modify section 6 of this bylaw;

WHEREAS, the Council of the Town of Vulcan has determined it is in the best interests of the Town to pass a bylaw to that effect;

NOW THEREFORE, the Council of the Town of Vulcan, in the Province of Alberta, duly assembled, hereby enacts as follows:

Section 1 This Bylaw shall be known as "Bylaw Amending Bylaw No. 1332-05 – F.C.S.S. – "Regulations Governing the Board"

Section 2 *Section 6 – BOARD* of Bylaw No. 1332-05 is amended as follow:

Replace "*The Board shall consist of nine (9) members as follows:*" 5+4 MAL


By: "*The Board shall consist of a maximum of twelve (12) members as follows*" 5+7 MAL

Section 3 This Bylaw shall come into effect from the date of the final reading thereof.

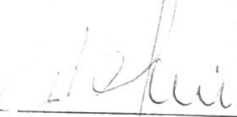
READ: A FIRST TIME THIS JUNE 11TH 2007

READ: A SECOND TIME THIS JUNE 11TH 2007

READ: A THIRD TIME, BY UNANIMOUS CONSENT OF THE COUNCILLORS PRESENT, AND FINALLY PASSED THIS 11TH DAY OF JUNE A.D. 2007



David Mitchell, Mayor



Alcide Cloutier, Chief Administrative Officer

**TOWN OF VULCAN
PROVINCE OF ALBERTA**

BYLAW NO. 1332-05

FAMILY AND COMMUNITY SUPPORT SERVICES

A BYLAW OF THE TOWN OF VULCAN, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF PROVIDING FAMILY AND COMMUNITY SUPPORT SERVICES

WHEREAS, the Council of the Town of Vulcan wishes to rescind Bylaw No. 1130 "FAMILY AND COMMUNITY SERVICES" and adopt a new Bylaw of a similar effect;

WHEREAS, the Council of the Town of Vulcan has determined it is in the best interests of the Town to pass a Bylaw to that effect;

NOW THEREFORE, the Council of the Town of Vulcan, in the Province of Alberta, duly assembled, hereby enacts as follows:

1 Title

This Bylaw may be cited as the "Family and Community Support Services Bylaw"

2 Definitions

In this Bylaw, unless the context otherwise requires:

1. **Town** means the Town of Vulcan and its Council
2. **Board** means the Management Board of Directors of the FCSS
3. **Member(s)** means the person(s) appointed as Director(s) of the Board
4. **F.C.S.S** means Vulcan and Region Family and Community Support Services
5. **Majority** means half plus one of the members of the Board having the right of vote present at a meeting

3 Purpose

By the present Bylaw, a committee named "VULCAN AND REGION FAMILY AND COMMUNITY SUPPORT SERVICES" is created;

4 Regional Agreement

Any Municipality in the Vulcan Region can be part of an agreement to receive Family and Community Support Services under the authority of the Town of Vulcan;

5 Regulations

The regulations governing the Committee Board are listed in appendix "A", which is an integral part of this Bylaw;

6 Board

The Board shall consist of nine (9) members as follows:

- 6.1 One (1) member appointed by the Council of each of the Municipality parties to an agreement.
- 6.2 The remainders are one member at large each appointed by professionals, groups, separate organizations or persons.
- 6.3 The VULCAN AND REGION FAMILY AND COMMUNITY SUPPORT SERVICE Board recommend the appointments of the members at large and the Town of Vulcan shall authorize the appointments.
- 6.4 A member may resign by sending written notice to the FCSS Director or Board Chairperson. The date the resignation is received shall be the effective date of resignation.
- 6.5 If any member of the Board dies, resigns or ceases to be a member during the term of appointment, the vacancy shall be filled as soon as possible thereafter, and such appointment shall be effective only during the remaining term of the member vacating.

7 Term of Office

The terms of office of the members shall be:

- 7.1 Members appointed by the Municipal Councils shall serve a term determined by each Municipal Council;
- 7.2 The remainder of Members at Large shall serve for a maximum of three consecutive three year terms unless the appointment is changed or rescinded by respective groups, organizations or persons. The terms can be extended by the Town on the recommendation of the Board. The Board shall have the right to dismiss any member with due cause.

8 Officers

- 8.1 The Board shall elect a Chairperson, Vice-Chairperson or other officers, as the Board may see necessary, from its membership every year, at their annual organizational meeting;
- 8.2 The Treasurer shall be the FCSS Director, who shall have no vote on the Board;
- 8.3 The Board may engage the services of a paid Director and such other paid, full time or part time employees, as it deems necessary. The Director and staff shall be responsible to the FCSS Board. The FCSS Board is responsible to Town Council. Submission to Town Council must be forwarded through the Municipal Manager. Clarity on the specific responsibilities of the Director shall be outlined under policy guidelines as adopted by the Board.

9 Budget

The FCSS annual budget will be submitted to the Town of Vulcan, once approved by the Board.

Town of Vulcan

Request for Decision (RFD)

SouthGrow – Commitment to Site Selection and Market Data Program

Meeting: Regular Council
Meeting Date: July 23, 2018
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

SouthGrow Regional Initiative is requesting written commitment from the Town of Vulcan to participate in the development of a Site Selection and Market Data Program.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached is the Administration report and a request for a commitment from the Town of Vulcan to our Site Selection and Market Data program. They are hoping to sign an official agreement with Townfolio by August 1st and are asking that the Town respond to their request as soon as possible.

SouthGrow is committed to funding the entire program, but are requesting that the Town commits to the three points mentioned in the attached letter.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council directs Administration to execute the commitment letter provided by SouthGrow in order to participate in the proposed 3 year Site Selection and Market Data Program as outlined in the letter of request.

Initials show support -Reviewed by:

Director:


CAO



ADMINISTRATION REPORT

TO: TOWN COUNCIL

FROM: Kim Fath, CAO

DATE: July 17th, 2018

Background

SouthGrow has requested written commitment from the Town of Vulcan to participate in the development of a Site Selection and Market Data Program

Discussion

SouthGrow has arranged for a large purchase of content and services from a company called Townfolio based out of Saskatchewan to provide business investment and attraction tools for each community in their region. Townfolio compiles the necessary data on each community, keeps it up-to-date with monthly updates, and provides support services. The information provided can be white labelled with your community's branding or embedded directly into your website. Townfolio will also provide a training session for your staff so that they know how to use the tools so that all our communities can get the most out of this program.

SouthGrow has provided the attached letter explaining their request. As this program would assist in providing information to potential developers the Development Officer has indicated that she would be willing to take part in the necessary training.

Consideration

Council is asked to consider approving administration execute the commitment letter provided by Southgrow in order to participate in the proposed 3 year Site Selection and Market Data Program as outlined in the letter of request.

A blue ink signature of Kim Fath, consisting of a stylized 'K' and 'F'.

Kim Fath
Chief Administrative Officer



SouthGrow Regional Initiative

403.394.0615

P.O. Box 27068

Lethbridge, Alberta

Canada T1K 6Z8

July 6, 2018

RE: Commitment to Site Selection and Market Data Program

Dear SouthGrow CAOs,

SouthGrow is rolling out a program to deliver on some of the needs for business investment and attraction that were identified in both our **2015 Investment Readiness and Attraction Review**, and in our **2017 SouthGrow Community Business Retention, Expansion, and Marketing Report**. Both reports recommended that communities in the SouthGrow region needed to be equipped with market-ready, comprehensive, and well-maintained Market Data and Site Selection information so that local administrators could respond quickly thoroughly to investment inquiries.

SouthGrow has arranged for a large purchase of content and services from a company called Townfolio based of of Saskatchewan to provide these tools for each community in our region. Townfolio compiles the necessary data on your community, keeps it up-to-date with monthly updates, and provides support services. The information provided can be white labelled with your community's branding or embedded directly into your website. Townfolio will also provide a training session for your staff so that they know how to use the tools so that all our communities can get the most out of this program.

Individual communities pay anywhere from \$3000 - \$9000 per year for comparable services. Leveraging the strength of the group-buy, ***SouthGrow has brought the price down to \$3000 per community for 3-years.*** And SouthGrow is committed to paying for all of these costs. This program costs your administration nothing.

However, before we fully commit to this expense, we are asking for a signed commitment from each of you on the points below. We will proceed with the program, including all SouthGrow communities that commit to the requests below.

They are:

1.) Our Community commits to seeing through this program for a three-year duration.

We want you to see concrete value out of this program. It will take a while to get everyone set up, and then we need to put the tools to work. Three years allows us to set up the tools, learn how to use them, and start getting results.

2.) Our Administration commits to sending a staff member to attend a training session held by Townfolio and SouthGrow to learn how to make good use of the tools and how to use the tools to engage in business attraction.

A tool is only good if you know how to use it, thus committing to attending training is essential for us all to get value out of this program.

3.) Our Community commits to use the tools and work with Townfolio's customer support to keep them up-to-date.



SouthGrow Regional Initiative

403.394.0615
P.O. Box 27068
Lethbridge, Alberta
Canada T1K 6Z8

Townfolio will be doing active data-mining to keep your data up-to-date, but they have support to make sure that the info is accurate. We encourage you to help them help you, by reviewing the stats regularly and helping them make it better.

Here's some examples of how their data can be embedded and used on a webpage:

<http://sreda.com/why-saskatoon/saskatoon-profile/>
<https://investmedicinehat.ca/report/demographics/>
<http://www.tisdale.ca/demographics-2/>
<https://redvers.ca/community-profile/>

Please let me know if you have any questions. If you're in, please sign and return the attached declaration by July 31, 2018 and we will get this ball rolling.

Sincerely,

A handwritten signature in black ink, appearing to read "Peter Casurella", with a stylized flourish at the end.

Peter Casurella
Executive Director
SouthGrow Regional Initiative

INSERT DATE

RE: Commitment to Site Selection and Market Data Program

Dear SouthGrow,

Please include **NAME OF COMMUNITY** in your 3 -Year Site Selection and Market Data Program. As per your request:

- 1.) Our Community commits to seeing through this program for a three-year duration.
- 2.) Our Administration commits to sending a staff member to attend a training session held by Townfolio and SouthGrow to learn how to make good use of the tools to engage in business attraction.
- 3.) Our Community commits to use the tools and work with Townfolio's customer support to keep them up-to-date.

Sincerely,

SIGNING AUTHORITY

Town of Vulcan

Request for Decision (RFD)

SouthGrow Community Representation on SouthGrow Board of Directors

Meeting: Regular Council
Meeting Date: July 23, 2018
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

The SouthGrow Regional Initiative has made changes to the structure of its Board and how communities are represented within the association.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

These changes necessitate action on the Town's part to ensure that you are properly represented within the new structure.

Under the new system each community would appoint one council approved representative to serve as a member of the Board of Directors for SouthGrow. The representative does not have to be an elected official, but they must be Council appointed.

Attached is a letter from SouthGrow Regional Initiative for Council's information.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council appoints Councillor Lorna Armstrong to serve as the Town of Vulcan representative as a member of the Board of Directors for the SouthGrow Regional Initiative.

Initials show support -Reviewed by: _____

Director: _____

CAO



SouthGrow Regional Initiative
403.394.0615
P.O. Box 27068
Lethbridge, Alberta
Canada T1K 6Z8

July 6, 2018

RE: Community Representation on SouthGrow Board of Directors

Dear Council,

At the last Annual General Meeting of the SouthGrow Regional Initiative, our association made the largest changes to its articles of association in its 14-year history. This change was instituted in response to feedback from our members at our strategic planning session in the spring which called for more community involvement in the affairs of the association.

In the past, SouthGrow communities were represented by approved 'representatives' from each community. At the AGM the members elected a ten-member management board to oversee the affairs of the organization.

The changes call for a slightly different system. Under the new system, each community will appoint one council-approved representative to serve as a member of the Board of Directors for SouthGrow. This representative does not have to be an elected official, but they must be council-appointed. The Directors are required to attend quarterly board meetings, one of which will be the Annual General Meeting. At the Annual General Meeting, the Board Members will elect a 5-person Executive that will meet monthly to oversee the monthly affairs of the association and provide oversight and supervision to the staff.

At the AGM on June 14th, 2018 we instituted these changes, and the attending representatives elected the first 5-person Executive. The following officers were elected:

Chairperson:	Jim Willett	(Village of Coutts)
Vice-Chairperson:	Ron Lagemaat	(Town of Coalhurst)
Director	Eric Burns	(Village of Warner)
Director	Laurie Lyckman	(Vulcan County)
Director	Gerry Selk	(Town of Cardston)

The next step in this process is for each member community to affirm their current representative as their Board Member for SouthGrow, or to appoint a new representative to serve on the SouthGrow Board.

The request we have for your council today is: to appoint an appropriate and willing individual to represent the interests of your community as a member of the SouthGrow Board of Directors, by the end of August, 2018.

This individual must be willing to attend quarterly meetings of the association and to vote on behalf of your community with regards to regional initiatives. It would be an asset if your representative is passionate about advancing the economic future of Southern Alberta and is willing to lend their expertise and experience to committee work, or other initiatives that the association pursues.

We would be grateful if you could inform us of the outcome of your decisions by reaching out to the SouthGrow office with the specific contact information of your approved representative.

Thank you again for supporting our shared goals and for contributing to the regional effort to grow the regional economy. There's so much we can do, and the future is filled with opportunity. Please let me know if you have any questions about the above request or if you require additional information.



SouthGrow Regional Initiative
403.394.0615
P.O. Box 27068
Lethbridge, Alberta
Canada T1K 6Z8

Sincerely,

A handwritten signature in black ink, appearing to read "Peter Casurella", with a long, sweeping horizontal line extending to the right.

Peter Casurella
Executive Director
SouthGrow Regional Initiative

Town of Vulcan

Request for Decision (RFD)

Public Informal Engagement

Meeting: Regular Council
Meeting Date: **July 23, 2018**
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

Councillor Michelle Roddy has prepared an information sheet listing the comments received at the informal public engagement for Council's information and the opportunity for Council to provide their feedback on the public meeting.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT

Initials show support -Reviewed by:

Director:


CAO

Council Community Engagement

Attendance - 29 / 30
Feedback / Comments / Questions

Property across from Market Street (107 2nd St S) 'eyesore' with excess debris (*No Dumping signs installed and all debris removed)

Idea of an outdoor market, staggering vendors on various green spaces down main street to bring in traffic - during busy events or weekends

Great community - beautiful town and great volunteer opportunities available

Council being available in convenient location is much easier to approach

Large grain trucks with double trailers going down 2nd St North - have designated truck route more visibly displayed on town website

Neighbour nuisance cats in garden / yard

Town website needs updating - for events, only January - April posted

Derelict buildings downtown (ie. Vulcan hotel) detracting from community's first impression

Cudo's for waterpark x12

Allen Subdivision - 12 intersections in total, 6 intersections only have 1 street sign, 1 intersection has no street signs, and no sign for Aspen at Aspen & Elizabeth st

No large or defining signage for CRC - confusing for anyone not from town

New street signs have too much content

No playground sign posted on 7th ave Southbound

Hill at rodeo grounds should not be removed

When roads are done the whole town should pay (instead of just affected home owners on street)

Town should not have paid the majority of the new fire truck

Town should publicly announce forgiving of golf course loan

Campground signing not large / legible, especially for any out of town visitors

4th St N sign of NO EXIT should be moved to more visible place - especially problem with trailers and campers and unable to turn around

Town council is doing well and making comprehensive decisions

Litter and cigarette butts all over streets and hazard / toxic to small animals and children

Main street and road quality (pot holes especially) doesn't represent the community appropriately

Elizabeth street speed limit signs a nightmare for RCMP - 30,50,30 impossible to enforce, who handles limit ? Whole stretch should be 30

Water meter reading problems in Whispering Creek - used to be free to shut off water

Why don't we have any large / eye catching town signs on the highway? Why don't we have a Star Trek Capital of Canada on highway?

Why has the construction on 3rd come to a halt?

Great the town is being available and receptive to feedback - next time should do a Friday / Saturday for people that work mon-fri x5

Town council doing a great job x 14

Cudo's to hospital expansion x 11

Local artists shouldn't be charged 100\$ business fee - more support for local artists from the Town

Main street and dog park grounds very clean and well maintained



**BOARD MEETING MINUTES
BROOKS FIRE HALL
FRIDAY, APRIL 26, 2018**

Minutes of the Canadian Badlands Board Meeting held on April 26, 2018, at 10:30 a.m.

CALL TO ORDER

PRESENT

Brian Varga	President, Canadian Badlands / Councillor, City of Medicine Hat
Sonia Ens	Vice President, Canadian Badlands / Councillor, Village of Linden
George Glazier	Secretary, Canadian Badlands / Councillor, County of Paintearth
Doran Degenstein	Treasurer, Canadian Badlands
Ken Kultgen	Director, Canadian Badlands / Mayor, Village of Foremost
Fernando Morales	
Llan	Director, Canadian Badlands / Councillor, Town of Magrath
Terri Kinsman	Director, Canadian Badlands / Rocking R Guest Ranch

REGRETS

Barry Morishita	Past President, Canadian Badlands / Mayor, City of Brooks
Anne Marie Philipsen	Director, Canadian Badlands / Councillor, County of Newell
Brad Slorstad	Director, Canadian Badlands / Advisory Council, Special Areas #2
Heather Colberg	Member-at-large, Canadian Badlands / Mayor, Town of Drumheller

OTHERS IN ATTENDANCE

Alexis Nelson	Tourism Development Officer, Destination Development & Visitor Services Branch, Tourism & Recreation Division, Alberta Culture & Tourism (via telephone)
Dan Sullivan	Director of Marketing, Canalta
Kristyne DeMott	Councillor, Town of Drumheller
Lonna Hoggan	Administrative Manager, Canadian Badlands
Diana Watson	Executive Assistant, Canadian Badlands

1. CALL TO ORDER – President, Brian Varga, called the meeting to order at 10:37 a.m.

2. WELCOME NEW BOARD MEMBERS

3. ADOPTION OF AGENDA

Lonna Hoggan suggested to add Correspondence to this Agenda as Item 7.7.

B.M.18.19 George Glazier made a motion to approve Agenda with the addition of Item 7.7 as Correspondence.

CARRIED UNANIMOUSLY

4. ADOPTION OF PREVIOUS MINUTES

February 16, 2018, Board Meeting

B.M.18.20 Doran Degenstein made a motion to approve the previous Minutes as presented.

CARRIED UNANIMOUSLY

March 15, 2018, Board Meeting

B.M.18.21 Sonia Ens made a motion to approve the previous Minutes as presented.

CARRIED UNANIMOUSLY

5. PRESENTATION / INFORMATION ON DESTINATION MARKET FUNDS BY DAN SULLIVAN

Board discussion to follow

B.M.18.22 Ken Kultgen made a motion that the CBT Board of Directors will explore all aspects of becoming a Destination Marketing Funds (DMF) collector by setting up a Committee for this purpose.

CARRIED UNANIMOUSLY

B.M.18.23 Doran Degenstein made a motion that the CBT Board of Directors will invite Dan Sullivan, the Director of Marketing for Canalta, to be a part of this Destination Marketing Funds Committee (DMFC) in an advisory capacity.

CARRIED UNANIMOUSLY

All CBT Board members will be included in the DMFC.

6. ADOPTION OF 2018 BUDGET – Doran Degenstein

B.M.18.24 Ken Kultgen made a motion to approve the 2018 Budget as presented.

CARRIED UNANIMOUSLY

Membership Fees

B.M.18.25 George Glazier made a motion to organize a Membership Fee Committee (MFC).

CARRIED UNANIMOUSLY

This Membership Fee Committee (MFC) will consist of:

Brian Varga, Doran Degenstein, Ken Kultgen, and Lonna Hoggan

7. ONGOING BUSINESS

7.1 2018 CBT Conference Wrap-up – Lonna Hoggan

The 2019 Conference will be held in Lethbridge, Alberta,
March 13 – 15, 2019

B.M.18.26 George Glazier made a motion to accept the Conference Report as presented, and to set the dates for the event as March 13 – 15, 2019.

CARRIED UNANIMOUSLY

7.2 Beiseker Train Station Project

The required paperwork has been filed by the litigation solicitor.

7.3 Audit 2015 Update

7.4 Marketing Campaign Update

7.5 Product Development Committee Update

Carry forward projects

Canadian Badlands Day at the Badlands Passion Play

TGIF Grant – Potential Roger Brooks Tour

B.M.18.27 Sonia Ens made a motion that Lonna Hoggan will move forward with the TGIF Grant Application.

CARRIED UNANIMOUSLY

ACTION Lonna will complete the application for the TGIF Grant funds, and organize four locations for the Roger Brooks Tour.

Pheasant Festivals – The purchase of more crates

B.M.18.28 Doran Degenstein made a motion to purchase more crates for the Pheasant Festivals, this amount is not to exceed the budgeted amount of \$3,500.00.

CARRIED UNANIMOUSLY

7.6 Financial Report – Doran Degenstein

B.M.18.29 Ken Kultgen made a motion to accept the Financial Report as presented.

CARRIED UNANIMOUSLY

7.7 Correspondence

Three letters of support have been requested of CBT:
Town of Trochu
Town of Irricana
Community Futures Wild Rose

B.M.18.30 George Glazier made a motion to send the three support letters as requested.

CARRIED UNANIMOUSLY

Ratification of Board decision via email to send payment of \$5,000 retainer to litigation lawyer, rather than the \$2,000 – as approved in the February 16, 2018, Minutes.

B.M.18.31 Ken Kultgen made a motion to ratify and formally approve the payment of \$5,000 as a retainer to the litigation lawyer, rather than the \$2,000.

CARRIED UNANIMOUSLY

Signing Authority – Motion to authorize the new signatures and remove the past members who had signing authority.

B.M.18.32 Doran Degenstein made a motion to authorize the new signatures for Signing Authority and to remove the past signing authority members.

CARRIED UNANIMOUSLY

8. NEW BUSINESS

8.1 Board Position discussion

Directors-at-Large: Town of Drumheller, City of Lethbridge, and City of Medicine Hat – Motions for Directors in these positions.

The decision for the invitation of a Director-at-Large from the City of Lethbridge has been tabled for a later date.

B.M.18.33 Terri Kinsman made a motion to accept Mayor Heather Colberg as the Director-at-Large for the Town of Drumheller; and to accept Councillor Brian Varga as the Director-at-Large for the City of Medicine Hat. Both are one-year terms.

CARRIED UNANIMOUSLY

Past President position – If this position is desired by the Board, a Board motion is required as it is outside of the Articles of Association.

B.M.18.34 Doran Degenstein made a motion that Barry Morishita be asked to remain on the CBT Board of Directors for a one-year term as Past President.

CARRIED UNANIMOUSLY

Letter from Kneehill county requesting to have a council member on our Board of Directors as a Director-at-Large.

This item is tabled for discussion and decision at a later date.

8.2 Remuneration regarding Board Members

Policies for the remuneration of Board Members to be discussed at a later date.

B.M.18.35 George Glazier made a motion that CBT will cover expenses incurred by Doran Degenstein in the amount of \$250 for his invoice dated March 2018, for his attendance at the CBT Marketing Campaign meeting.

CARRIED UNANIMOUSLY

8.3 Motion to close the OLR bank account – no longer require this account as it was for online registrations.

B.M.18.36 Doran Degenstein made a motion to close the OLR bank account.

CARRIED UNANIMOUSLY

8.4 Approval to pay unbudgeted invoice

This item is tabled for discussion and decision at a later date.

8.5 Articles of Association – set up a committee to review or set a date for the Board to review

This item is tabled for discussion and decision at a later date.

8.6 Corporate Name Search – requested by the Treasurer, requires a Board motion to cover the cost

The expense for the Search and Registration of trade names can be put under Legal or Sustainability.

B.M.18.37 Doran Degenstein made a motion to do a Trade Name Search and Register the names of Canadian Badlands Tourism, Canadian Badlands, and Canadian Badlands Destination Marketing Fund.

CARRIED UNANIMOUSLY

8.7 Audit and Bookkeeping

8.8 Scenic Touring Route

8.9 Marketing

Strategic Plan

Packages

This item is tabled for discussion and decision at a later date.

8.10 Set next Board meeting dates for 2018

The next CBT Board Meeting to be held on Thursday, June 14, 2018, at 10:30 a.m. This will be in Strathmore and Terri Kinsman will assist in organizing.

9. ROUND TABLE

10. IN-CAMERA

11. ADJOURNMENT

B.M.18.38 Doran Degenstein made a motion to adjourn the meeting at 4:15 p.m.

CARRIED UNANIMOUSLY



Brian Varga, Vice President



Lonna Hoggan, Administrative Manager



**BOARD MEETING MINUTES
ZOOM VIDEO CONFERENCE CALL
Monday, May 14, 2018**

Minutes of the Canadian Badlands Board Meeting held on May 14, 2018, at 7:00 p.m.

CALL TO ORDER

PRESENT

Brian Varga	President, Canadian Badlands / Councillor, City of Medicine Hat
George Glazier	Secretary, Canadian Badlands / Councillor, County of Paintearth
Anne Marie Philipsen	Director, Canadian Badlands / Councillor, County of Newell
Fernando Morales	Director, Canadian Badlands / Councillor, Town of Magrath
Terri Kinsman	Director, Canadian Badlands / Rocking R Guest Ranch

REGRETS

Sonia Ens	Vice President, Canadian Badlands / Councillor, Village of Linden
Barry Morishita	Past President, Canadian Badlands / Mayor, City of Brooks
Doran Degenstein	Treasurer, Canadian Badlands
Ken Kultgen	Director, Canadian Badlands / Mayor, Village of Foremost
Brad Slorstad	Director, Canadian Badlands / Advisory Council, Special Areas #2
Heather Colberg	Member-at-large, Canadian Badlands / Mayor, Town of Drumheller

OTHERS IN ATTENDANCE

Lonna Hoggan, Administrative Manager, Canadian Badlands
Diana Watson, Executive Assistant, Canadian Badlands

1. CALL TO ORDER – Brian Hoggan, called the meeting to order at 7:05 p.m.

2. AGENDA:

GOA 2017 PROJECTS

ANNUAL CINDY AMOS TOURISM CHAMPION AWARD

UNBUDGETED INVOICE

3. GOA 2017 PROJECTS

GEOCACHING IN THE CANADIAN BADLANDS – Dollars still available \$4,938

- The amount left in this project will be rolled over into the Financial Sustainability Project as there are no communities interested in taking this on

BADLANDS FALL FESTIVALS – Dollars still available \$29,036

- Previously known as the Festival of Small Halls, which is a registered trade name we are not able to use
- This project will be carried forward
- The Product Development Committee (PDC) will set up this up and facilitate it by sending out a grant application for Shareholder communities to apply for the funds

WINTER ACTIVITY – Dollars still available \$6,514

- This project was previously stipulated to go towards Ice Fishing Derbies, which were unable to be completed due to stringent regulations
- This project will be carried forward
- The Product Development Committee (PDC) will set up this up and facilitate it by sending out a grant application for Shareholder communities to apply for the funds

SPORT TOURISM – Dollars still available \$1,284

- This project will be carried forward
- These funds will be used to assist Shareholder communities to market their tourism events

FINANCIAL SUSTAINABILITY – PHASE 1 – Dollars still available \$17,082

- These funds will be rolled over and applied to the 2018 Financial Sustainability Project – Phase 2

B.M.18.39 George Glazier made a motion that the funds from Badlands Fall Festival, Winter Activity, and Sports Tourism Projects go forward with the same deliverables as originally set out; and to roll over the project amounts in the Geocaching and Financial Sustainability – Phase 1 to the 2018 Financial Sustainability – Phase 2 Project.

CARRIED UNANIMOUSLY

4. ANNUAL CINDY AMOS TOURISM CHAMPION AWARD

There are two tourism awards given each year, one is to an individual, and one to an organization or community.

In the future this award will be recognized by a framed certificate for each of the winners, and one Scholarship Fund payment sent to the Southern Alberta Institute of Technology (SAIT) in the amount \$500.

It was suggested that CBT should contact SAIT and arrange to have the Scholarship Fund amount go directly to a deserving student, rather than just to their Tourism Program in general.

B.M.18.40 Fernando Morales Llan made a motion that the Annual Cindy Amos Tourism Champion Award will now be recognized with a framed certificate for each winner, and that only one Scholarship Fund of \$500 will be sent to SAIT, with the request that the Scholarship be awarded to a deserving student.

CARRIED UNANIMOUSLY

ACTION Lonna will contact SAIT and arrange to have this Scholarship Fund amount go directly to a student rather than just to the Tourism Program in general.

5. UNBUDGETED INVOICE

Decision on payment of this invoice is tabled for the next CBT Board Meeting.

ACTION Lonna will email a copy of the powerpoint to all of the CBT Board of Directors, as requested.

6. ADJOURNMENT

B.M.18.41 George Glazier made a motion to adjourn the meeting at 8:06 pm.

CARRIED UNANIMOUSLY



Brian Varga, President



Lonna Hoggan, Administrative Manager

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 April 9, 2018	18.113	Moved by Councillor Georgia-Lee DeBolt THAT Council approves the closure of the following roads on July 21, 2018 from 6:00 a.m. to 4:00 p.m. for the Vulcan County Cruisers Car Club Show and Shine as well as permission to use the rodeo grounds for a demolition derby on July 21-22, 2108. Closure of Centre Street from 1 st Ave to 3 rd Ave and 2 nd Ave from 1 st Street North to 1 st Street South from 6:00 a.m. to 4:00 p.m.	Karen Rose Stew Birch	Send letter of approval and CofR to Vulcan County Cruisers Send Copy of Resolution and Request for Service to Public Works Supply barricades and assist County Cruisers if necessary	April 11, 2018 July 20, 2018
Regular Council April 9, 2018	18.116	Moved by Councillor Georgia-Lee DeBolt THAT Council approves the purchase of 26 LED light fixtures and shorting caps as per the quotation from EECOL Electric for \$11,094.20, as well as the construction of 26 model space ship engines not to exceed \$3,000.00 with the funds to be drawn from the Street Light Replacement reserve and directs Administration to have Public Works coordinate the replacement of the remaining High Pressure Sodium fixtures in the Industrial subdivision and Arena parking lot.	Karen Rose Stew Birch	Send notice of approval to Public Works approving purchase of LED lights and space ship engines Send Copy of Resolution to Janice McCallum-Campbell Purchase of LED lights, shorting caps, 26 model space ship engines and installation of lighting	April 11, 2018
Regular Council May 28, 2018	18.186	Moved by Councillor Georgia-Lee DeBolt THAT Council directs Administration to coordinate an informal public engagement event for July 12th from 12:00 noon – 4:00 p.m. and July 13th from 9:00 a.m. to 1:00 p.m. at The Great Full Cup.	Kim Fath Karen Rose	Confirm times with Grateful Cup Post information on website Coordinate with Councillor Roddy on details Evaluate Informal public engagement	July 20, 2018

Town of Vulcan Action List



Meeting/Date	Motion #	Resolution	Assigned To	Action Status	Completion Date
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	June 13, 2018
Regular Council July 9, 2018	18.225	Moved by Councillor Lorna Armstrong THAT Administration forward the letter received from Alberta Culture and Tourism for the 2018 Stars of Alberta Volunteer Awards to the local service clubs within Vulcan.	Karen Rose	Forward letter to Community Services Manager requesting that it be sent to the local service groups.	July 18, 2018
Regular Council July 9, 2018	18.227	Moved by Councillor Lorna Armstrong THAT Council denies the Vulcan and District Historical Societies request until such time as Administration, the Society, and Alberta Culture & Tourism Historic Resources Management Branch can meet to determine how these improvements will be completed in a way that maintains the heritage value of the building, and the Development Officer is authorized to grant approval to proceed with the proposed repairs.	Karen Rose Nancy Neufeld	Send Copy of Resolution and a letter to Historical Society and Development Officer to arrange for a meeting to discuss this matter Development Officer approves the process for proposed repairs	
Regular Council July 9, 2018	18.230	Moved by Councillor Paul Taylor THAT Council directs Administration to move forward with the Local Improvement Plan as previously approved at the June 25, 2018 meeting Motion No. 18.218.	Kim Fath	Contact CIMA+ to move forward with tender process for Jamison Road following 30 day petition period.	
Regular Council July 9, 2018	18.231	Moved by Councillor Lorna Armstrong THAT Council directs Administration to submit a letter of support for the changes to the Southern Alberta Emergency Management Resource Sharing Agreement and request that the Town of Vulcan be included as a signatory to this agreement in accordance to Council resolution 07.143.	Kim Fath	Send letter of support for the changes to the SAEMRSA and be included as a signatory	July 10, 2018



CAO'S REPORT

SUBMITTED TO: Town Council
SUBMITTED BY: Kim Fath
FOR THE DATES: July 6th through July 20th, 2018

Administrative Business Summery

- Prepared CAO and Activities Report
- Prepared and reviewed agenda
- Prepared staff recognition policy letters
- Attended council meeting
- Responded to Vulcan Seniors Center tax request.
- Contacted Solicitor General's Office to clarify training equivalencies for CPO applicants.
- Council meeting follow up (*minutes review, action items, letters*)
- Contacted CIMA+ to discuss Jamison Road and 3rd Street South updates.
- Corresponded and met after hours with concerned resident about the street construction.
- Addressed council meeting questions with the Advocate.
- Worked with the Icompass software and prepared for soft launch for next meeting agenda.
- Reviewed CPO applications and conducted interviews.
- Attended deficiency walkthrough on 3rd Street South with CIMA+ and 640 Earthworks.
- Met with 2 property owners from Jamison Road that do not agree with moving forward without water and sewer infrastructure.
- Met with Councillor Roddy to prepare agenda item for the follow up to the information session.
- Created RFD's for next council meeting.
- Conducted reference checks for CPO applicants.
- Met with Mayor to sign documents and discuss agenda items.

Staff


- Interviewed 3 applicants for the CPO position – July 18th.

Formal Meetings of Interest

- I Compass, Progress update and next steps – Town Office – July 11th.
- ATB, review rates and services – Town Office – July 11th.

Additional information

- I was away from the office on Friday July 13.


Respectfully submitted by Kim Fath
Chief Administrative Officer