AGENDA FOR THE REGULAR MEETING OF COUNCIL
TO BE HELD IN THE TOWN OF VULCAN COUNCIL CHAMBERS
ON MONDAY, APRIL 25, 2016
COMMENCING AT 7:00 PM

PUBLIC HEARING

CALL TO ORDER

1.0 Call to Order:

2.0 Public Hearing - NIL

3.0 Delegations

3.1 Martin Shields, MP Bow River

4.0 Adoption of Agenda

4.1

5.0 Adoption of Previous Minutes

5.1 Regular Council Meeting Minutes – April 11, 2016

6.0 Unfinished Business

6.1 Vulcan Kinsmen Soap Box Derby

7.0 Financial Statements

7.1 Cash Statement ending March 31, 2016

7.2 Year-to-Date Summary ending March 31, 2016

8.0 Correspondence and Information Items

8.1 Correspondence and Information Items

9.0 Committee and Administrative Reports

9.1 Presentation of Minutes/verbal reports on various boards/committees in which Town Council has an interest

10.0 Bylaws

10.1 Bylaw No. 1442-15-A Amendment to Bylaw No. 1442-15 Local Improvement Tax

10.2 Bylaw No. 1443-15-A Amendment to Bylaw No. 1443-15 Local Improvement Tax

10.3 Bylaw No. 1454-16 – Amendment to Bylaw No. 1437-15 Land Use Bylaw

11.0 New Business

11.1 Policy PE-14 Employee Service Recognition

11.2 Request to Use Lagoon Waste Water for Irrigation

11.3 Publication of Draft Council Meeting Minutes

11.4 Request to Name Green Space as the Marion Fisher Memorial Park

11.5 Appointment of Safety and Emergency Management Coordinator

11.6 Vulcan Business Development Society - Funding Agreement

11.7 Spock Days Requests

11.8 Vulcan Library Board Representative Appointment

11.9 2016 Mill Rate

12.0 Notice of Motion

13.0 Management Reports - NIL

14.0 In-Camera

15.0 Adjournment

ITEM 5.1

Town of Vulcan

Request for Decision (RFD)

Adoption of Previous Minutes Regular Council Meeting April 11, 2016

Meeting:	Regular Council
Meeting Date:	**April 25, 2016**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

The Minutes of the Regular Meeting of Council, held in the Town of Vulcan Council Chamber on Monday, April 11, 2016 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, April 11, 2016 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, APRIL 11, 2016

PRESENT:	Mayor	- Tom Grant
	Councillor	- Georgia-Lee DeBolt
	Councillor	- John Seaman
	Councillor	- Lorna Armstrong
	Councillor	- Rick Howard
	Councillor	- Sue Dow
	Councillor	- Paul Taylor
	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 Public Hearings - NIL

3.0 Delegations - NIL

4.0 Adoption of Agenda

Motion No.: 16.101

Moved by Councillor Rick Howard THAT the agenda governing this meeting be adopted as presented.

CARRIED UNANIMOUSLY

5.0 Adoption of Previous Minutes

5.1 Regular Council Meeting Minutes

The Minutes of the Regular Meeting of Council, held in the Town of Vulcan Council Chamber on Tuesday, March 29, 2016 were presented to Council.

Motion No.: 16.102

Moved by Councillor Georgia-Lee DeBolt THAT the Minutes of the Regular Council Meeting, held in the Town of Vulcan Council Chamber on Tuesday, March 29, 2016 be approved and read by each member of Council as presented.

CARRIED UNANIMOUSLY

Initials

DRAFT

6.0 Unfinished Business

6.1 Policy PE-13 Vehicle Use Policy

At the March 14, 2016 Regular Council Meeting Council made motion that Administration develop a policy for employees using their personal vehicles for work related activities.

Motion No.: 16.103

Moved by Councillor Paul Taylor THAT Council approves Policy PE-13 Vehicle Use Policy.

CARRIED UNANIMOUSLY

7.0 Financial Reports - NIL

8.0 Correspondence and Information Items

8.1 The Correspondence and Information Items for the period ending April 11, 2016 was presented to Council to be received for information.

Motion No.: 16.104

Moved by Councillor Paul Taylor THAT Council directs Administration to send a letter of support to the Town of Fox Creek in support of Business License Bylaw #736-2014.

CARRIED UNANIMOUSLY

Motion No.: 16.105

Moved by Councillor Lorna Armstrong THAT Administration send a letter of thanks to Jen Forhmzway for all her time and energy she dedicated to the Vulcan Municipal Library Board.

CARRIED UNANIMOUSLY

Motion No.: 16.106

Moved by Councillor Lorna Armstrong THAT the Correspondence and Information Items for the period ending April 11, 2016 be received for information.

CARRIED UNANIMOUSLY

DRAFT

Initials

[ ] [ ]

9.0 Committee and Administrative Reports

9.1 The minutes and verbal presentations were presented for the various boards and committees in whom town Council has an interest.

Motion No.: 16.107

Moved by Councillor Sue Dow THAT the minutes and/or verbal reports of Town represented Boards/Committees at the April 11, 2016 Town Council Meeting be received for information.

Verbal Reports:

- Councillor Sue Dow
  - Vulcan & District Tourism Society
- Councillor Georgia-Lee DeBolt
  - Vulcan & District Tourism Society
  - Vulcan & District Recreation Committee
- Mayor Tom Grant
  - Mayors and Reeves

CARRIED UNANIMOUSLY

10.0 Bylaws

10.1 Bylaw No. 1453-16 Community Standards Bylaw

At the March 29, 2016 Regular Council Meeting Council directed Administration to draft a new Community Standards Bylaw including the consolidation of past amendments and providing for garage sales.

Motion No.: 16.108

Moved by Councillor Paul Taylor THAT Bylaw No. 1453-16 be given first reading.

CARRIED UNANIMOUSLY

Motion No.: 16.109

Moved by Councillor Georgia-Lee DeBolt THAT Bylaw No. 1453-16 be given second reading.

CARRIED UNANIMOUSLY

Initials

DRAFT

Motion No.: 16.110

Moved by Councillor Lorna Armstrong THAT Bylaw No. 1453-16 be introduced for third and final reading. **CARRIED UNANIMOUSLY**

Motion No.: 16.111

Moved by Councillor John Seaman THAT Bylaw No. 1453-16 be given third and final reading. **CARRIED UNANIMOUSLY**

11.0 New Business

11.1 Vulcan Tinman Street Closure

The Vulcan Tinman Annual Triathlon will be held on Saturday June 4th, 2016 from 7:30 am to approximately 5:00 pm.

In a letter addressed to the Town, Colleen Carey, Vulcan Tinman Triathlon, Race Director is requesting that the Town approve street closures from 6:00 am to 6:00 pm as follows:

1. Centre Street from 5th Avenue to Highway 534 (6:00 am to 6:00 pm)
2. Block surrounding the Pool (Centre Street, 1st Street N., 5th & 6th Avenue N) (6:00 am to 6:00 pm)
3. 5th Avenue North between 1st Street North and 4th Street North (11:30 am to 1:00 pm)

The group is also asking for assistance from the town Public Works Crew to provide pylons and barriers to be delivered to the pool, set up bleachers at the North side of the pool on the outside and also move bleachers inside the pool to the east end of the pool and deliver and set up snow fencing along both sides of the Centre Street. A representative will be at the pool on Friday, June 3rd all day to help direct the crew, so they can complete this work during their regular working hours. They are also requesting that the pool temperature be turned to 80 degrees for race day.

Motion No.: 16.112

Moved by Councillor Sue Dow THAT Council approves the street closure as requested by Colleen Carey for the Vulcan Tinman Triathlon being held on June 4, 2016, as follows:

1. Centre Street, from 5th Avenue to Highway 534 (6:00 am to 6:00 pm)
2. Block surrounding the Pool (Centre Street, 1st Street N, 5th and 6th Avenue N (6:00 am to 6:00 pm)

Initials

3. 5th Avenue North between 1st Street North and 4th Street North (11:30 am to 1:00 pm)

THAT the organizers of this event be authorized to borrow pylons, roadblocks and snow fencing from the Town;

THAT the Town Public Works employees be authorized to provide help in setting up;

THAT the organizer provides the Town with a proof of Liability Insurance Policy for a minimum of $1,000,000.00 coverage, in which the Town is a named insured.

CARRIED UNANIMOUSLY

11.2 Policy PU-10 Use of Town Vehicles

At the March 14, 2016 Regular Council Meeting Council directed Administration to develop an updated policy for the use of personal and Town owned vehicles.

Administration developed Policy PE-13 Vehicle Use Policy and submitted it to Council in the April 11, 2016 agenda under 6.1 Unfinished Business.

Motion No.: 16.113

Moved by Councillor Rick Howard THAT Council rescind Policy PU-10 Use of Town Vehicles.

CARRIED UNANIMOUSLY

11.3 Kinsmen Annual Soapbox Derby

The Recreation Department has brought forward an opportunity for the Town to support the Kinsmen's Annual Soapbox Derby.

The Recreation Department feels that the purchase of a gravity racer is an excellent platform for the Town of Vulcan to show its support of youth programs within the community.

The cost to purchase a gravity racer with Town logos is estimated at $700.00. The yearly upkeep of the car is $200.00. The purchase of the racer can be drawn from the grants portion of the 2016 operation budget.

Motion No.: 16.114

Moved by Councillor Rick Howard THAT the Recreation Director take this request back to the Vulcan & District Recreation Committee for their recommendation.

CARRIED UNANIMOUSLY

Initials

DRAFT

12.0 Notice of Motion - NIL

13.0 Management Reports

13.1 Management Reports

Management is to produce a report each month.

Attached are the following reports:

- Chief Administrative Officer – Kim Fath
- Development Officer – Nancy Neufeld
- Public Works – Stew Birch
- Recreation Committee – Bonnie Ellis
- Fire Chief – Aaron Grant

Motion No.: 16.115

Moved by Councillor John Seaman THAT Council supports the Vulcan Fire Department's decision to donate surplus firefighting equipment to Global Fire.

CARRIED UNANIMOUSLY

Motion No.: 16.116

Moved by Councillor Lorna Armstrong THAT this Council receives for information the management reports for the period ending April 11, 2016.

CARRIED UNANIMOUSLY

14.0 In-Camera

Motion No.: 16.117

Moved by Councillor Rick Howard THAT Council move-in-camera at 8:00 p.m.

Mayor Tom Grant granted a 3 minute recess.

The meeting reconvened at 8:03 p.m.

Initials

DRAFT

Motion No.: 16.118

Moved by Councillor Lorna Armstrong THAT Council move-out-of-camera at 8:40 p.m.

Motion No.: 16.119

Moved by Councillor John Seaman THAT Council accept the offer to purchase Parcel B Plan 1453GS for $5,000.00 from Hillier Manufacturing Inc.

CARRIED UNANIMOUSLY

Motion No.: 16.120

Moved by Councillor Sue Dow THAT Administration allocate the funds received from the sale of Parcel B, Pan 1453GS to the Common Services Operation Budget for the purchase of top soil.

CARRIED UNANIMOUSLY

15.0 Adjournment

The meeting was adjourned by Councillor Rick Howard at 8:45 p.m.

DRAFT

_____
Tom Grant
Mayor

_____
Kim Fath
Chief Administrative Officer

Initials

ITEM 6.1

Town of Vulcan

Request for Decision (RFD)

Kinsmen Annual Soapbox Derby

Meeting:	Regular Council
Meeting Date:	**April 25, 2016**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Administration wishes to bring forward an opportunity for the Town to support the Kinsmen's Soapbox Derby.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Recreation Committee has been contacted via electronic communication for their recommendations considering the Town of Vulcan's purchase of a gravity racer. This type of purchase is an excellent platform to show the Town of Vulcan's continued support of youth programs in our community.

COSTS / SOURCE OF FUNDING (if applicable):

The cost to purchase and wrap a gravity racer with Town logos is estimated at $700.00. The yearly upkeep of the car is $200.00 for maintenance, transportation and storage. The purchase of the racer can be drawn from the grants portion of the 2016 operation budgets. The ongoing maintenance costs will be included in administration section of future operation budgets.

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council supports this initiative and that a donation be made under Policy F-45 One Time Grants to Organizations.

Initials show support -Reviewed by: _____ **Director:** _____ **CAO**

ADMINISTRATOR'S REPORT

TO: **TOWN COUNCIL**

FROM: **Kim Fath, CAO**

DATE: **April 20th, 2016**

Background

Administration wishes to bring forward an opportunity for the Town to support the Kinsmen's Annual Soapbox Derby.

Discussion

The Recreation committee has been contacted via electronic communication for their recommendations considering the Towns of Vulcan's purchase of a gravity racer. The cost to purchase and wrap a gravity racer with Town logos is estimated at $700.00. The yearly upkeep of the car is $200.00 for maintenance, transportation and storage. The purchase of the racer can be drawn from the grants portion of the 2016 operation budget. The ongoing maintenance costs will be included in administration section of future operation budgets. This type of purchase is an excellent platform to show the Town of Vulcans continued support of youth programs in our community.

Consideration

If council wishes to support this initiative a donation can be made under policy F-45 One Time Grants to Organizations. The 2016 operation budget has an allocation of $2500.00 remaining in the budget for this purpose.

Respectfully Submitted

Kim Fath
Chief Administrative Officer

MEMO

To: Town of Vulcan Council

From: Bonnie Ellis, Director of Recreation

Re: Kinsmen Soap Box Car

Date: April 20th, 2016

Dear Council,

RE: Purchasing of a Gravity/Soapbox Car

As per councils request I have taken the purchasing of a gravity car back to the Recreation Committee. Through an electronic and phone vote the committee is in favour of the car with the provision that this is an operational item for the town and not the recreation committee is it is promoting the Town. They have recommend that the town go ahead with this and that the funds come out of the town budget to purchase this car.

Respectfully Submitted,

Bonnie Ellis
Director of Recreation and Community Services
Town of Vulcan

ITEM 7.1

Town of Vulcan

Request for Decision (RFD)

Cash Statement – Ending March 31, 2016

Meeting:	Regular Council
Meeting Date:	**April 25, 2016**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Attached is the Cash Statement for the period ending March 31, 2016.

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 March 31, 2016 be received for information.

Initials show support -Reviewed by: _____ **Director:** _____ **CAO**

TOWN OF VULCAN

Town of Vulcan
Cash Statement
3/31/2016

	Debit	Credit	YTD
Cash			
Bank - General Account	1,973,635.97	(2,309,659.71)	(336,023.74)
Investments			
Notice On Demand Acct General	3,193.94	(300,000.00)	(296,806.06)
Notice on Demand Acct FGTF	761.04	0.00	761.04
Notice on Demand Acct MSI Capital	1,521.61	0.00	1,521.61
Notice on Demand Acct Vulcan Innovation	57.40	0.00	57.40
Notice On Demand Acct BMTG	605.11	0.00	605.11
Term Deposit - Age Care Facility	13.13	(25,500.00)	(25,486.87)
Term Deposit - Mix Reserve	0.00	0.00	0.00
Term Deposit - Healy Reserve	0.00	0.00	0.00
Term Deposit - Alberta Energy Grant	6.29	(85,072.54)	(85,066.25)
Term Deposit - Shearer Reserve	0.00	0.00	0.00
Term Deposit - Androsoff Reserve	0.00	0.00	0.00
Term Deposit - Flags	0.00	0.00	0.00
	6,158.52	(410,572.54)	(404,414.02)

Mayor _____

CAO _____

ITEM 7.2

Town of Vulcan

Request for Decision (RFD)

Year-to-Date – Ending March 31, 2016

Meeting:	Regular Council
Meeting Date:	**April 25, 2016**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Attached is the Year-to-Date Statement for the period ending March 31, 2016.

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 March 31, 2016 be received for information.

Initials show support -Reviewed by: _____ **Director:** _____ **CAO**

7.2

TOWN OF VULCAN

For the Three Months Ending March 31, 2016

	YTD	BUDGET	VARIANCE
General Taxes & Fees			
Revenue	($135,779.44)	($2,263,723.64)	($2,127,944.20)
Expenses	27,695.00		(27,695.00)
School Taxes			
Revenue			
Expenses	134,784.45		(134,784.45)
Legislative			
Revenue			
Expenses	20,518.40	583.34	(19,935.06)
General Administration			
Revenue	(22,726.58)	(466.67)	22,259.91
Expenses	575,196.65	69,030.34	(506,166.31)
Fire Fighting			
Revenue			
Expenses	13,903.93	11,166.69	(2,737.24)
Emergency Services			
Revenue			
Expenses	1,044.83		(1,044.83)
Bylaw			
Revenue	(12,712.00)	(2,083.33)	10,628.67
Expenses	9,839.32	9,840.95	1.63
Common Services			
Revenue	(6,266.00)		6,266.00
Expenses	49,797.14	22,926.01	(26,871.13)
Roads & Streets			
Revenue			
Expenses	74,681.14	31,657.25	(43,023.89)
Airport			
Revenue			
Expenses	8,000.00		(8,000.00)
Water Treatment			
Revenue	(60,000.00)	(20,000.00)	40,000.00
Expenses	45,227.45	8,400.00	(36,827.45)
Storm			
Revenue			
Expenses	1,512.26	404.17	(1,108.09)

TOWN OF VULCAN

For the Three Months Ending March 31, 2016

	YTD	BUDGET	VARIANCE
FCSS			
Revenue	(60,712.00)	(44,597.25)	16,114.75
Expenses	63,438.25	47,769.13	(15,669.12)
Cemetery			
Revenue	(3,445.00)	(666.67)	2,778.33
Expenses	1,812.99	1,933.33	120.34
Planning Development & Safety			
Revenue	(21,836.00)	(400.00)	21,436.00
Expenses	87,649.80	6,342.34	(81,307.46)
Subdivision			
Revenue	(2,800.00)		2,800.00
Expenses			
Economic Development			
Revenue			
Expenses	18,688.00	95,938.00	77,250.00
Recreation			
Revenue	(24,544.38)	(1,500.00)	23,044.38
Expenses	50,264.65	12,639.68	(37,624.97)
Golf Course Loan			
Revenue			
Expenses	21,216.00	7,072.00	(14,144.00)
Parks			
Revenue			
Expenses	35,312.53	850.00	(34,462.53)
Swimming Pool			
Revenue			
Expenses	22,475.16	2,000.00	(20,475.16)
Arena			
Revenue	(16,945.68)	(6,666.67)	10,279.01
Expenses	75,901.39	20,018.50	(55,882.89)
Culture			
Revenue	(3,050.00)	(1,200.00)	1,850.00
Expenses	116,030.14	858.33	(115,171.81)
Tourist Center			
Revenue	(3,600.00)	(1,200.00)	2,400.00
Expenses	90,668.19	1,966.67	(88,701.52)

TOWN OF VULCAN

For the Three Months Ending March 31, 2016

	YTD	BUDGET	VARIANCE
Water			
Revenue	(78,004.33)		78,004.33
Expenses	98,922.43	9,408.33	(89,514.10)
Sewer			
Revenue	(27,857.27)		27,857.27
Expenses	32,239.22	7,908.33	(24,330.89)
Garbage			
Revenue	(55,869.33)		55,869.33
Expenses	23,737.01	7,893.75	(15,843.26)
TOTAL REVENUE	(536,148.01)	(2,342,504.23)	(1,806,356.22)
TOTAL EXPENSES	1,702,961.17	376,607.14	(1,326,354.03)

ITEM 8.1

Town of Vulcan

Request for Decision (RFD)

Correspondence and Information

Meeting:	Regular Council
Meeting Date:	**April 25, 2016**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Attached is the list of Correspondence and Information for the period ending April 25, 2016.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

For Council's review.

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

Moved by Councillor _____ THAT the Correspondence and Information for the period ending April 25, 2016 be received for information.

Initials show support -Reviewed by: _____ **Director:** _____ **CAO**

Report on Miscellaneous Correspondence 8.1 (2) - April 11, 2016

A. **Vulcan & District Historical Society Archives and Museum**
Letter of Notification of removal of property and vacating premise of the former Town Office Basement

B. **Vulcan Business Development Society**
CARILED Study Program – June 9-10, 2016 – Invitation to Council to attend Welcome Dinner at the Coulee at 6:30 pm

C. **Mr. William Smith**
Proposed underground utility & surface improvements

8.1.A

VULCAN AND DISTRICT HISTORICAL SOCIETY
ARCHIVES AND MUSEUM

"Nine in a Line"

Archives: Box 104 • 303 Centre Street • Vulcan, AB T0L 2B0 • Phone/Fax: (403) 485-2168
Museum: Box 104 • 232 Centre Street • Vulcan, AB T0L 2B0 • Phone/Fax: (403) 485-2168

RECEIVED
APR 08 2016

Town of Vulcan
Box 360
Vulcan, AB, T0L 2B0

The Vulcan and District Historical Society would like to inform you that as of April 6, 2016, we have removed all of our property and vacated the premises of the former Town Office basement. This means we no longer have anything left in the building.

Thanks for the privilege of sharing this storage room with the Vulcan Library. We look forward to seeing the renovated library space when it is completed.

Yours sincerely,

Richard Lambert

Richard Lambert, President
Vulcan and District Historical Society

Cc: Vulcan Library Board

8.1.B

Vulcan Business Development Society
VBDS

April 19, 2016

Mayor Tom Grant
Council Town of Vulcan

Re: CARILED Study Program – June 9th and 10th

VBDS has been selected to host a Federation of Canadian Municipalities (FCM) and Caribbean Local Economic Developers (CARILED) study group who are touring Alberta, coming from the FCM conference in Winnipeg and then stopping in Lethbridge for 2 nights being toured about by their Economic Development folks.

I'm working with the FCM folks to create an itinerary, and on the 9th we're arranging a dinner and welcome from the Town and VBDS members. I'm also inviting the Reeve, the MLA and the President of the Chamber to welcome the 13 delegates.

The dinner is at the Coulee at 6:30. Short program at the front end (I'll get Paul to MC the dinner) with greetings, and hopefully handing out or presenting Vulcan Ears to the group.

We would also like the Solar Park committee to come to the VBDS office for a 5 p.m. tour of the solar park prior to dinner.

On behalf of VBDS I am so pleased we get to showcase our great community to this very interested group from the Caribbean and Federation of Canadian Municipalities.

Please let me know your availability as soon as possible.

Respectfully,

Marilyn MacArthur, EcD
Manager Business Development

8.1.C

To: The Town Council of Vulcan.
From: Mr. W E Smith.
216 2nd. street South.
Vulcan.
Re: Proposed underground utility & surface improvements.
Date: 6th April 2016.

APR 07 2016

Dear Sirs/Madams,

The council has increased my taxes by 43% and I find this unbelievable. I understand that the main sewer pipe has caused sewer back-ups for my neighbour Lyle Bow and something needs to be done. Here's the way I see the problem:

1. We have a re-occurring problem with roots from trees that are the property of the Town of Vulcan.
2. The worse affected seem to be from the one tree that has been identified by cameras.
3. We can expect more cases like this all over town because the old sewer system that is owned by the Town of Vulcan is not tree root proof.
4. For the first time in our history, residents of a specific area are being asked to finance the repair of an existing system.
5. In recent years the town has levied taxes on all of the homeowners in Vulcan for repair of original systems. EG.
   1st St. S 200 and 100 block road re-surfacing.
   Repair of sidewalks. (Outside United Church and many other places.)
6. The only options you give us are;
   a) We refuse to pay.
   b) We pay over 25 years.
   c) We pay for the whole amount in one payment.

Might I suggest there are other options?

1) The Town keeps on doing what it has to control the problem.
2) The Town increases the frequency of the maintenance.
3. The Town replaces only small sections of the pipe.
4. The Town gets rid of the roots either by blocking the pipe off from the roots or getting rid of the Town's trees.

I just throw these out sure that the council and others can probably think of many other alternatives.

While discussing this new approach from council with another resident, he told me that the town is now in debt to the tune of $6,000,000.00. I was staggered by the size of the debt that previous councils have dragged us into. Is this true? If so;

- What are you doing to prevent this gross mismanagement happening in the future?
- Do you know where the money went?
- Was it well spent? Have you done an accurate assessment of how projects have really paid off? EG. It's not enough just to say, *'The Star Trek idea has put Vulcan on the map.'* How much actual cash has it brought into the town compared to cash spent?
- Does the Business Development really bring enough new businesses into town to justify its existence?
- Is the Vulcan Airport cost the taxpayer anything?
- What is the golf course costing us? Should it be sold to a private entrepreneur?
- What did the New Town Hall renovations cost? Perhaps we don't need it. Maybe it could be used as a library?

It would seem to me that the Town is in a 6 million dollar survival mode. If this is so we need to sharpen the axe and learn by past mistakes. We are not going to learn unless we know as much detail as possible and take steps today to rectify them where possible, and educate all involved. I'm not referring to playing the blame-game here. PTO.

You are setting a new precedent by making one street in town pay for its own problems when for years we have paid taxes calculated on the needs of the whole town and not just the street that we live on.

- Where are you going to draw the line?
- If, in the future money becomes available for sewer upgrades, will you reimburse those town blocks that have had to pay for improvements from their own pockets?
- What future infrastructure upgrades will fall into this category?
- If I am responsible for the road surface outside my house can I stop others from parking on my frontage?
- If a trees on a block needs work, will that block have to come up with the money?

How are you going to enforce this new kind of tax adjustment? From now on if one block has a new problem with existing infrastructure, all the other people are going to say *"too bad – not my problem"* Is this what you want? The new areas of town with their relatively new infrastructure will pay less and older areas are going to see their taxes increase, as their infrastructure gets older and demand more attention.

In the past my taxes have paid for problems in general in this town.

When 1st street south needed new blacktop? We all paid our share.
When a tree needed to be cut down on Main Street? We all paid our share.
When the airport needed work? We all paid our share.
When we were told us the Star Trek scheme would bring in people spending money. We all paid our share.

This was because we all *used* to live in Vulcan but now you are telling us, "No, you live in such and such a block that *happens to be* in Vulcan."

I understand also that in the past there were occasions when people decided that it was worth their while to pay for improvements to the street they lived on and were thus willing to pay the cost of things like paving where there was none and thus improving their property value, but this is different, we are talking about infrastructure that has been in place for a long time not a new one. I therefore ask the council to examine the suggestions in this letter and provide us with new figures based on what the increase would be if it was shared among all of the home owners in Vulcan as it has been in the past. There must be about 700 homes in Vulcan therefore if this was shared as it always had been in the past, the cost would be a mere $4.25 per month per house. (Assuming interest of 3.5% for 25 years)

If the council manages to sell this idea to the residents of 1st St. then we can expect every upgrading of any kind in any area of Vulcan be paid for by the residents affected. This in itself will be a very difficult process to monitor and will get worse exponentially as more streets are made to pay and more people get angry. Are you sure you want to open this bag of worms?

Every home owner's worse nightmare is sewer back-up and thanks to the town crew getting this line cleaned and inspected on a regular basis I don't see it as a $590,000.00 problem that must be done or we will all be up to our necks in you know what.

Initially I was dead against this proposal but if, and only if the council will inform the townspeople that this is the way everything is going to be done in Vulcan from now on, regardless off the availability of future government grants, then I am prepared to go along with the majority decision and agree to pay on a monthly basis.

I would like to thank the town manager for his very professional explanation of the problem to me.

Yours truly, W.E. Smith

ITEM 9.1

Town of Vulcan

Request for Decision (RFD)

Committee and Administrative Reports

Meeting:	Regular Council
Meeting Date:	**April 25, 2016**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

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

- Vulcan & District Tourism Society – Agenda – Minutes – March 8, 2016
- Vulcan & District Tourism Society – Minutes – April 5, 2016

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

Moved by Councillor _____ THAT the minutes and/or verbal reports of Town represented Boards/Committees at the April 25, 2016 Town Council Meeting be received for information.

- Vulcan & District Tourism Society – Agenda – Minutes – March 8, 2016
- Vulcan & District Tourism Society – Minutes – April 5, 2016

Initials show support -Reviewed by: _____ **Director:** _____ **CAO**

VULCAN AND DISTRICT TOURISM SOCIETY
Commencing after AGM Tuesday March 8, 2016

VULCAN COUNTY ADMINISTRATION OFFICE

AGENDA

1. Call to order
2. Additions & Adoption of Agenda
3. Adoption of Minutes
4. 2016 Financial Update
5. Chamber Report – Tony Scott
6. Canadian Badlands Marketing Committee Report
7. Vul-Con update – call for volunteers, Adam Nimoy Lunch
8. Trek Station Hours
9. Tourism attendance at Regina Fan Expo, Calgary Expo, Travel Alberta Spring Training and Showcase.
10. Next Meeting
11. Adjournment

Vulcan and District Tourism Society

March 8, 2016

7:00 at the County Council

Present: Michael Monner, Jason Schneider, Georgia-Lee DeBolt, Tony Scott, Grace Klitmoller, Shannon Clark, Devan Daniels

Call to Order at 7:03

Additions to the Agenda- 8.5 Milo observatory

Minutes from last meeting: Need to add Vera-Lynn Beal as treasurer

Georgia-Lee motioned to accept the minutes as amended. Carried.

Financials presented Lorna Has moved as updated. Carried

6. on agenda On April 8,2016 Stargazing Special event will be put on by major corporation for 50 anniversary of Star Trek. Need to be in Star Trek attire. Will need to work out logistics of whether to be inside station (110) or use the screen at CRC if weather is bad or outside. Everything is secretive

7. VulCon update Julie Cobb is holding a red shirt union party with great prizes.

-Scott Mitchell is paying for Adam Nimoy coming.

VulCon dates are July9-10, 2016

Volunteers needed contact Shannon

Dinner and dance tickets are on sale now $25 to tourism people

8. Home and Garden Show Calgary.

Tourism brochures were not put out as new box was not opened.

Tourism Logo not on banner on the booth

8.5 Milo Observatory presentation at Chamber meeting by John McCarthery.

Michael spoke to this as he is working on it, to find a no light pollution property. Milo school is offering a Baccalaureate program to have their school stand out. This means that the students can study anywhere in the world.

At this time, the observatory is not fully worked out (funding, property, etc)

9. Camrose growing rural tourism- Handout with information.

Devan is on Badland marketing board. No meeting yet

5 Chamber Report from Tony

Revitalization of Chamber with New board

Downtown plan being put together. Questions about the old plans asked.

Tony is not closely involved.

Need grants for it so will go to the million dollar lady to find some.

Michael moved that 5,6,7,8,8.5 and 9 on agenda be accepted as information. Carried

Administration evaluation needed Shannon and Devan left

Tony motioned to go in camera 8:38 for discussion. Carried

Lorna motioned to come out of camera. Carried

Lorna motioned to appoint Jason and Georgia-Lee as coming up with questions to evaluate and take them to Devan. Carried

Georgia-Lee adjourned the meeting 9:08

Next meeting April 5, 2016 AGM

March 2016 Budget Report

Revenue	Description	Projected Income	Prior Inc to Date	March	Income to Date	Difference
	Vul-Con	$ 50,000.00	$ 3,428.56	$ 10,585.00	$ 14,013.56	$ (35,986.44)
	Merchandise	$ 90,000.00	$ 4,612.96	$ 3,987.65	$ 8,600.61	$ (81,399.39)
	Co-operative Funding	$ 10,000.00	$ -		$ -	$ (10,000.00)
	Funding Partners	$ 2,800.00	$ -		$ -	$ (2,800.00)
	County Donation	$ 86,594.57	$ -		$ -	$ (86,594.57)
	Town Donation	$ 86,594.57	$ 86,594.57		$ 86,594.57	$ -
	Green Screen	$ -			$ -	$ -
					$ -	$ -
	TOTAL	$ 325,989.14	$ 94,636.09	$ 14,572.65	$ 109,208.74	$ (216,780.40)

Expenses	Description	Budget	Prior to Date	March	Total to Date	Remaining Balance
	Vul-Con Combined Total	$ 50,000.00			$ 728.46	$ 49,271.54
	Vul-Con Actor Fees				$ -	
	Vul-Con Flights		$ 658.68		$ 658.68	
	Vul-Con Hotels		$ -		$ -	
	Vul-Con Vehicle Rental		$ -		$ -	
	Vul-Con Catering		$ -		$ -	
	Vul-Con Equipment Rentals		$ -		$ -	
	Vul-Con Supplies		$ -		$ -	
	Vul-Con Entertainment		$ -		$ -	
	Vul-Con Misc.		$ 69.78		$ 69.78	
	Green Screen - Supplies	$ 750.00	$ -		$ -	$ 750.00
	Green Screen - Repairs & Maint.	$ 1,000.00	$ -		$ -	$ 1,000.00
	Merchandise	$ 45,000.00	$ 6,098.24	$ 16,960.00	$ 23,058.24	$ 21,941.76
	Wages & Benefits	$ 135,100.00	$ 22,445.86	$ 10,953.55	$ 33,399.41	$ 101,700.59
	Staff Development	$ 500.00	$ -		$ -	$ 500.00
	Bookkeeping and Accounting	$ 2,500.00	$ -		$ -	$ 2,500.00
	Travel & Conventions	$ 10,000.00	$ 637.00	$ 1,097.32	$ 1,734.32	$ 8,265.68
	Postage	$ 2,000.00	$ 75.65	$ 8.20	$ 83.85	$ 1,916.15
	Advertising - Tourism	$ 25,000.00	$ 2,407.30	$ 2,585.00	$ 4,992.30	$ 20,007.70
	Memberships & Subscriptions	$ 1,000.00	$ -		$ -	$ 1,000.00
	Repairs & Maintenance	$ 500.00	$ -		$ -	$ 500.00
	Janitorial Supplies	$ 400.00	$ -		$ -	$ 400.00
	Security	$ 400.00	$ -		$ -	$ 400.00
	Insurance	$ 200.00	$ -		$ -	$ 200.00
	Office Supplies & Equipment	$ 3,000.00	$ 848.81	$ 194.62	$ 1,043.43	$ 1,956.57
	Display Costs and Website	$ 3,600.00	$ 61.98	$ 631.93	$ 693.91	$ 2,906.09
	Bank Charges	$ 800.00	$ 36.59	$ 31.49	$ 68.08	$ 731.92
	CBS Licensing & Royalties	$ 12,000.00	$ -		$ -	$ 12,000.00
	Rent	$ 14,400.00	$ 2,400.00	$ 1,200.00	$ 3,600.00	$ 10,800.00
	County Outreach	$ 1,000.00			$ -	$ 1,000.00
	Contingency				$ -	$ -
	TOTAL	$ 309,150.00	$ 35,739.89	$ 33,662.11	$ 69,402.00	$ 239,748.00

Vulcan and District Tourism Society

Administrators Report

Year ended December 31, 2015

Attendance at Trek Station increased by 22.8%

Merchandise revenue up 25%

All conventions and expos experienced a break-even or profit scenario.
Calgary, Edmonton and St. Albert were profitable.
Lethbridge was break-even.

New advertising efforts paid off as we experienced many visitors coming to Vulcan as a result of seeing our advertising at Canyon Meadows.

2015 saw the first Co-op funding agreements with Travel Alberta to help reduce our advertising costs.

Tourism met with the towns in our county to initiate better communication between the towns and Tourism. Communications line still open and all parties are better aware of what is happening in our county. New and updated information is being loaded into the Tourism website.

2015 saw the first Vul-Con in its new format with Vendors room and Artist Alley. It was a good first experience with a lot learned from the event. Plans for Vul-Con 2016 began in September with the efforts to secure actors beginning at that time.

Finances improved and the deficit was eliminated.

All in all, a successful year.

Vulcan and District Tourism Society
7:00 pm on April 5, 2016 at the County Council Chambers

Present: Vera-Lynn Beal, Jason Schneider, Michael Monner, Sue Dow, Georgia-Lee DeBolt, Tony Scott, Grace Klitmoller, Shannon Clark, Devan Daniels

1. Called to order at 6:47 pm

2. **Minutes**

   Tony Scott made motion to accept minutes after adding Lorna Armstrong to present list.
   CARRIED

3. **Financial**

   The 2016 financial update sheet was provided.

   Make own buttons and magnets. 73 designs were okayed by CBS.

   Test Market for price point.

   Michael Monner remembered the red shirt numbered 2 years ago and asked how it was going.

   Michael Monner made motion to accept the financial information.
   CARRIED

4. **Chamber Report**

   March was their AGM meeting after the year of transition

   Bylaws are done and sent in Certified as a Chamber of Commerce

   Reduction of retainer of membership growth is 800%

   Website for chamber led event

   Insurance Plan

   Action plan for 36 months

   Executive now: Dwayne Hill, President; Sandi Fulton, Secretary; Ton Scott, Vice President

Lyle Magnuson has prevented the folding of the Chamber of Commerce

Now the focus is on a unified business voice throughout the County

Workshops, seminars and exciting mystery stuff

Find grants etc., information package available

Vera-Lynn Beal made motion to accept Tony Scott's report. CARRIED

5. **Badlands Marketing Committee**

Devan is on this committee and reported to us about the plan to use social media to promote local people as tourists. Using bloggers and snapshot from travelers.

6. **VulCon Update**

Ticket sales are good.

Guests are booked and May and June will be used for promotion

Radio shows: High River, Olds, Airdrie, maybe Lethbridge

Shannon is in charge of volunteers and needs more

7. **Station Hours**

Vera-Lynn Beal made a motion to keep the hours at 10:00 am to 5:00 pm until May long weekend and busy session. CARRIED

Sue Dow made motion to accept the information from agenda 6, 7, 8 and 9. CARRIED

Next meeting May 10, 2016

Georgia-Lee DeBolt made motion to go in-camera at 8:02 p.m. CARRIED

Vera-Lynn moved out of camera at 10:00 p.m. CARRIED

Jason Schneider adjourned meeting at 10:01 p.m.

ITEM 10.1

Town of Vulcan

Request for Decision (RFD)

Bylaw No. 1442-15-A Amendment to Bylaw No. 1442-15 Local Improvement Tax

Meeting:	Regular Council
Meeting Date:	**April 25, 2016**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Bylaw No. 1442-15 Local Improvement Tax was passed by Council on July 27, 2015 to authorize a local improvement tax levy to pay for the 3rd Street North Lane construction local improvement tax.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

An amendment is necessary to reflect the actual cost allocation to land owners of the 3rd Street North Land construction and local improvement project.

Attached is a draft copy of Bylaw No. 1442-15-A for Council's consideration.

COSTS / SOURCE OF FUNDING (if applicable):

The Local Improvement project final cost is in the amount of $48,770.00 plus GST compared to the initial pre-bid estimate of $76,125.00 for the project.

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Bylaw No. 1442-15-A be given first reading.

Moved by Councillor _____ THAT Bylaw No. 1442-15-A be given second reading.

Moved by Councillor _____ THAT Bylaw No. 1442-15-A be introduced for third and final reading

Moved by Councillor _____ THAT Bylaw No. 1442-15-A be given third and final reading.

Initials show support -Reviewed by:	_____	_____
	Director:	**CAO**

10.1

TOWN OF VULCAN
PROVINCE OF ALBERTA – Bylaw No. 1442-15-A

BEING A BYLAW TO AMEND BYLAW NO. 1442-15 WHICH INPOSES A LOCAL IMPROVEMENT TAX IN RESPECT OF ALL LANDS THAT DIRECTLY BENEFIT FROM THE **3RD STREET NORTH LANE CONSTRUCTION** LOCAL IMPROVEMENT PROJECT.

WHEREAS: The Council for the Town of Vulcan on July 27, 2015 duly passed Bylaw No. 1442-15 pursuant to Provision of Division 7 Section 397 of the *Municipal Government Act* to authorize a local improvement tax levy to pay for the 3rd Street North Lane construction local improvement project;

AND WHEREAS: the Council for the Town of Vulcan deems it necessary to amend Bylaw No, 1442-15 to reflect the actual cost allocation to land owners of the 3rd Street North Lane construction local improvement project;

AND WHEREAS: The Local Improvement project final cost is in the amount of $48,770.00 plus GST resulted in a 36% cost savings ($27,355) compared to the initial pre-bid estimate of $76,125.00 for the project;

AND WHEREAS: all required approvals for the project have been obtained and the project is in compliance with all *Acts* and *Regulations* of the Province of Alberta.

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

1. Bylaw No.1442-15 is amended by replacing Schedule "A" with Schedule "A" as attached.

2. The said bylaw is further amended by replacing Schedule "B" with Schedule "B" as attached.

3. Effective December 31 of each year, all outstanding Local Improvement Tax amounts and all interest amounts associated with such outstanding amounts, shall for the next year be subject to the annual rate of interest established pursuant to Section 5 of Schedule "A".

4. The owner of a parcel of land in respect of which a Local Improvement Tax is imposed may pay the tax at any time without further interest charges or payout penalty.

5. This Bylaw comes into force and effect upon third and final reading thereof.

Read a first time this 25th day of April, 2016.

_____
Kim Fath
Chief Administrative Officer

_____
Tom Grant
Mayor

Read a second time this 25th day of April, 2016.

_____
Kim Fath
Chief Administrative Officer

_____
Tom Grant
Mayor

Unanimous consent received to hold third and final reading.

Read a third and final time this 25th day of April, 2016.

_____
Kim Fath
Chief Administrative Officer

_____
Tom Grant
Mayor

DRAFT

Schedule A to By-law No. 1442-15-A

Annual Levy for the 3rd Street North Lane Construction Local Improvement Project

1. Properties to be assessed:

   - 418 3rd Ave North - Roll # 063901 – Frontage 15.26 Meters
   - 414 3rd Ave North – Roll # 063902 – Frontage 15.24 Meters
   - 410 3rd Ave North – Roll # 063903 – Frontage 10.67 Meters
   - 218 3rd Street North – Roll # 064000 – Frontage 15.24 Meters
   - 214 3rd Street North – Roll # 064100 – Frontage 15.24 Meters
   - 212 3rd Street North – Roll # 064200 – Frontage 19.81 Meters
   - Public P1 - Roll # 064300 – Frontage 82.68 Meters
   - 421 2nd Ave North – Roll # 003000 – Frontage 12.19 Meters

2.	Total Frontage	186.33 Meters
3.	Total Levy	$ 48,770.00
4.	Total Levy per Front Meter	$ 261.74
5.	Annual Unit Rate per Front Meter Payable for a Period of Twenty Five (25) years at 2.92%	$ 4.29
6.	Total Yearly Assessment against all properties to be assessed	$ 2751.00

DRAFT

Schedule B to By-law No. 1442-15-A

Annual Levy for the 3rd Street North Lane Construction Local Improvement Project

1. Properties to be assessed:

	Lump Sum Payment	Payment Per Year
• 418 3rd Ave North - Roll # 063901	$3,994.15	$225.30
• 414 3rd Ave North – Roll # 063902	$3,988.92	$225.01
• 410 3rd Ave North – Roll # 063903	$2,792.76	$157.53
• 218 3rd Street North – Roll # 064000	$3,988.92	$225.01
• 214 3rd Street North – Roll # 064100	$3,988.92	$225.01
• 212 3rd Street North – Roll # 064200	$5,185.07	$292.48
• Public P1 - Roll # 064300	$21,640.66	$1220.70
• 421 2nd Ave North – Roll # 003000	$3,190.61	$179.97

DRAFT

ITEM 10.2

Town of Vulcan

Request for Decision (RFD)

Bylaw No. 1443-15-A Amendment to Bylaw No. 1443-15 Local Improvement Tax

Meeting:	Regular Council
Meeting Date:	**April 25, 2016**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Bylaw No. 1443-15 Local Improvement Tax was passed by Council on July 27, 2015 to authorize a local improvement tax levy to pay for the 3rd Avenue North Pavement and Curb local improvement tax.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

An amendment is necessary to reflect the actual cost allocation to land owners of the 3rd Street North Land construction and local improvement project.

Attached is a draft copy of Bylaw No. 1442-15-A for Council's consideration.

COSTS / SOURCE OF FUNDING (if applicable):

The Local Improvement project final cost is in the amount of $119,834.00 plus GST compared to the initial pre-bid estimate of $158,324.00 for the project.

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Bylaw No. 1443-15-A be given first reading.

Moved by Councillor _____ THAT Bylaw No. 1443-15-A be given second reading.

Moved by Councillor _____ THAT Bylaw No. 1443-15-A be introduced for third and final reading

Moved by Councillor _____ THAT Bylaw No. 1443-15-A be given third and final reading.

Initials show support -Reviewed by:	_____	_____
	Director:	**CAO**

TOWN OF VULCAN
PROVINCE OF ALBERTA – Bylaw No. 1443-15-A

BEING A BYLAW TO AMEND BYLAW NO. 1443-15 WHICH INPOSES A LOCAL IMPROVEMENT TAX IN RESPECT OF ALL LANDS THAT DIRECTLY BENEFIT FROM THE **3RD AVENUE NORTH PAVEMENT AND CURB** LOCAL IMPROVEMENT PROJECT.

WHEREAS: The Council for the Town of Vulcan on July 27, 2015 duly passed Bylaw No. 1443-15 pursuant to Provision of Division 7 Section 397 of the *Municipal Government Act* to authorize a local improvement tax levy to pay for the 3rd Avenue North Pavement and Curb Local Improvement Project;

AND WHEREAS: the Council for the Town of Vulcan deems it necessary to amend Bylaw No, 1443-15 to reflect the actual cost allocation to land owners of the 3rd Avenue North Pavement and Curb Local Improvement Project;

AND WHEREAS: The Local Improvement project final cost is in the amount of $119,834.00 plus GST resulted in a 24% cost savings ($38,490.00) compared to the initial pre-bid estimate of $158,324.00 for the project;

AND WHEREAS: all required approvals for the project have been obtained and the project is in compliance with all *Acts* and *Regulations* of the Province of Alberta.

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

1. Bylaw No.1443-15 is amended by replacing Schedule "A" with Schedule "A" as attached.

2. The said bylaw is further amended by replacing Schedule "B" with Schedule "B" as attached.

3. Effective December 31 of each year, all outstanding Local Improvement Tax amounts and all interest amounts associated with such outstanding amounts, shall for the next year be subject to the annual rate of interest established pursuant to Section 5 of Schedule "A".

4. The owner of a parcel of land in respect of which a Local Improvement Tax is imposed may pay the tax at any time without further interest charges or payout penalty.

5. This Bylaw comes into force and effect upon third and final reading thereof.

Read a first time this 25th day of April, 2016.

_____
Kim Fath
Chief Administrative Officer

_____
Tom Grant
Mayor

Read a second time this 25th day of April, 2016.

_____
Kim Fath
Chief Administrative Officer

_____
Tom Grant
Mayor

Unanimous consent received to hold third and final reading.

Read a third and final time this 25th day of April, 2016.

_____
Kim Fath
Chief Administrative Officer

_____
Tom Grant
Mayor

DRAFT

Schedule A to By-law No. 1443-15-A

Annual Levy for the 3rd Avenue North Pavement and Curb Local Improvement Project

1. Properties to be assessed:

   - 418 3rd Ave North - Roll # 063901 – Frontage 15.24 Meters
   - 414 3rd Ave North – Roll # 063902 – Frontage 15.24 Meters
   - 410 3rd Ave North – Roll # 063903 – Frontage 15.24 Meters
   - 406 3rd Ave North – Roll # 063904 – Frontage 15.24 Meters
   - 402 3rd Ave North – Roll # 063905 – Frontage 15.24 Meters
   - Public P1 - Roll # 059300 – Frontage 85.00 Meters

2.	Total Frontage	161.2 Meters
3.	Total Levy	$ 59,917.00
4.	Total Levy per Front Meter	$ 371.69
5.	Annual Unit Rate per Front Meter Payable for a Period of Twenty Five (25) years at 2.92%	$ 6.10
6.	Total Yearly Assessment against all properties to be assessed	$ 3,379.76

DRAFT

Schedule B to By-law No. 1443-15-A

Annual Levy for the 3rd Avenue North Pavement and Curb Local Improvement Project

1. Properties to be assessed:

	Lump Sum Payment	Payment Per Year
• 418 3rd Ave North - Roll # 063901	$5,664.61	$319.53
• 414 3rd Ave North – Roll # 063902	$5,664.61	$319.53
• 410 3rd Ave North – Roll # 063903	$5,664.61	$319.53
• 406 3rd Ave North – Roll # 063904	$5,664.61	$319.53
• 402 3rd Ave North – Roll # 063905	$5,664.61	$319.53
• Public P1 - Roll # 064300	$31,593.95	$1,782.13

DRAFT

ITEM 10.3

Town of Vulcan

Request for Decision (RFD)

Bylaw No. 1454-16 – Amendment to Bylaw No. 1437-15 Land Use Bylaw

Meeting:	Regular Council
Meeting Date:	**April 25, 2016**
Originated By:	Nancy Neufeld

BACKGROUND / PROPOSAL:

An application has been received from Hillier Manufacturing Inc. for a change in land use designation for:

- Parcel C Plan 459JK
- Parcel B Plan 1453GS

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The properties are currently zoned "TA" Transitional Agriculture and the proposed land designation is "I" Industrial.

The reason for this change in zoning is to accommodate the expansion of Mr. Hillier's manufacturing business.

Attached is a draft bylaw and the proposed public hearing notice to that affect.

Council is asked to give first reading of Bylaw No. 1454-16 and set a date for a public hearing on this bylaw.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Bylaw No. 1454-16 be given first reading.

Initials show support -Reviewed by:	_____	_____
	Director:	**CAO**

10.3

MEMO

TO: Council/Kim Fath/CAO

FROM: Nancy Neufeld/Development Officer

DATE: April 20, 2016

RE; Proposal of amendment to Land Use Bylaw 1437-15

An application has been received from Hillier Manufacturing Inc. for a change in land use designation of the following:

- Parcel C Plan 459JK
- Parcel B Plan 1453GS

The properties are currently zoned "TA" Transitional Agriculture and the proposed land designation is "I" industrial.

The reason for this change in zoning is to accommodate the expansion of Mr. Hillier's manufacturing business.

The change in use has been brought forward to the MPC and their recommendation is that Council approves this application.

BYLAW NO. 1454-16

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 the Town of Vulcan is in receipt of a request to amend the land use designation of lands legally described as:

Parcel C Plan 459JK
Parcel B Plan 1453GS

And as shown on Schedule 'A' attached hereto, from "Transitional Agriculture - TA" to "Industrial – I-1";

WHEREAS Council feels that the "Industrial – I-1"designation is appropriate for the lands; and

WHEREAS The purpose of the proposed amendment is to accommodate future industrial development.

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. 1454-16".

2. Amendment to Land Use Bylaw No. 1437-15 as per "Schedule A" attached.

3. This bylaw shall come into force and effect upon third and final passing thereof.

4. That Bylaw No.1454-16 be consolidated to Bylaw No. 1437-15.

Initials _____ _____

READ this FIRST time this 25th day of April, 2016.

Kim Fath
Chief Administrative Officer

Tom Grant
Mayor

READ for a SECOND time this day of , 2016.

Kim Fath
Chief Administrative Officer

Tom Grant
Mayor

READ for a THIRD time this day of , 2016.

Kim Fath
Chief Administrative Officer

Tom Grant
Mayor

DRAFT

Initials _____ _____

NOTICE OF PUBLIC HEARING

TOWN OF VULCAN

IN THE PROVINCE OF ALBERTA

PROPOSED BYLAW NO. 1454-16

To be held at 7:00pm, May 24, 2016
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. 1454-16, being an amendment to Land Use Bylaw 1437-15 for the municipality.

THE PURPOSE of the proposed Bylaw No. 1454-16, is to amend the Land Use Bylaw No.1437-15 on lands legally described as:

Parvel C Plan 459JK
Parcel B Plan 1453GS

And as shown on Schedule 'A' attached hereto, from "Transitional Agriculture TA" to "Industrial I-1"

The purpose of the proposed amendment is to accommodate future industrial development.

THEREFORE, TAKE NOTICE THAT a public hearing to consider the Proposed Bylaw No. 1454-16 will be held in the Town of Vulcan Council Chambers at 7:00pm, May 24, 2016.

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 4:00pm on May 20, 2016.

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 27th day of April, 2016.

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

LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'

FROM: TRANSITIONAL AGRICULTURE TA

TO: INDUSTRIAL I-1

PARCEL B, PLAN 1453GS & PARCEL C, PLAN 459JK
WITHIN NW 1/4 SEC 5, TWP 17, RGE 24, W 4 M
MUNICIPALITY: TOWN OF VULCAN
DATE: APRIL 20, 2016

Bylaw #: 1454-16
Date:

OLDMAN RIVER REGIONAL SERVICES COMMISSION

0 Metres 50 100 150 200

N

MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344
"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"

April 20, 2016 N:\Vulcan-County\Vulcan\Vulcan-Town LUD & Land Use Redesignations\Vulcan-Town - Parcel B, Plan 1453GS & Parcel C, Plan 459JK.dwg

ITEM 11.1

Town of Vulcan

Request for Decision (RFD)

Policy PE-14 Employee Service Recognition Policy

Meeting:	Regular Council
Meeting Date:	**April 25, 2016**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

The Town of Vulcan currently does not have a policy for recognizing the staff and their contributions to the Town.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Kim Fath, CAO developed draft policy PE-14 based on information found while researching policies of different municipalities. There was a broad range of employee recognition policies with different degrees of reward. The policy is being brought forward for Council's consideration using an average approach and considering the financial impact on the Town.

COSTS / SOURCE OF FUNDING (if applicable):

The Continuous Service awards will average a total of $780.00 per year over the next ten years. The cost of Retirement awards will be calculated when an employee give notice, but should average $1000.00 per employee at their time of retirement.

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves Policy PE-14 Employee Service Recognition Policy.

Initials show support -Reviewed by:	_____	_____
	Director:	**CAO**

ADMINISTRATOR'S REPORT

TO: **TOWN COUNCIL**

FROM: **Kim Fath, CAO**

DATE: **April 19th, 2016**

Background

As part of a recent Organizational Behavior Course I have been attending, I was asked to compare our Employee Service Recognition Policy to that of other municipalities. The Town of Vulcan does not currently have a policy for recognizing the staff and their contributions to the Town.

Discussion

I have developed this draft policy PE-14 based on the information that I found while researching the policies of different municipalities. There is a broad range of employee recognition policies with different degrees of reward. I have put together this policy for council's consideration using an average approach and considering the financial impact on the Town.

Consideration

If council wishes to implement this policy as presented there will be an impact to the operation budget. The Continuous Service awards will average a total of $780.00 per year over the next ten years. The cost of Retirement awards will be calculated when an employee gives notice, but should average $1000.00 per employee at their time of retirement.

Respectfully Submitted

Kim Fath
Chief Administrative Officer

TOWN OF VULCAN

POLICY MANUAL

TITLE OF POLICY	POLICY NUMBER
Employee Service Recognition Policy	**PE-14**
	SUPERCEDES POLICY NO:

	Date	Resolution #
Adopted		

DRAFT

PURPOSE **The Town of Vulcan recognizes that its employees are a valuable resource and will set out a program of recognition for the contributions and commitment of staff for their service to the Town. The intent of this policy is to provide guidelines to determine when awards can be given to employees from Council in appreciation for their service.**

ELIGIBILITY

Employees who are continuously employed by the Town on a full time or part time basis for at least 26 weeks per year and at least 20 hours per week are eligible for service awards. Leaves such as parental leave or disability leave approved in accordance with the Personnel Policy will not discount an employee's length of service for the purpose of this policy.

RETIREMENT AWARDS

Retirement determined by LAPP rules for "Unreduced Pension" apply, with the exception that the employee must have at least 5 (five) years' service with the Town. (Employees must meet the rules of unreduced pension – age 65 or the 85 factor, to qualify for retirement award.)

Past service of every retiring employee to whom this policy applies will be recognized as follows:

I. A retirement celebration, as deemed appropriate by the employee's immediate management supervisor will be organized by that supervisor;

II. The Town of Vulcan will contribute up to $250 to offset the costs associated with staging the celebration event;

III. The retiring employee will be acknowledged for their years of service, and will be presented with a plaque and an appropriate gift selected by the Municipal Administrator in conjunction with the employee, from a local retailer, with a value not to exceed $30 per year of service.

Any gifts over $500 are taxable benefits according to CRA regulations

At an employee's request and in lieu of a gift, The Town of Vulcan may make a charitable donation on behalf of the employee to a charity of the employee's choice registered with the Canada Revenue Agency.

Awards will be presented by the Mayor, in conjunction with the retirement celebration.

CONTINUOUS SERVICE AWARDS

Length of service will be recognized in five year increments beginning with the first five years of employment.

Employees will be acknowledged for their continuous years of service, and will be presented with a certificate of recognition and an appropriate gift selected by the Municipal Administrator in conjunction with the employee, from a local retailer according to years of service and the following price ranges:

After **5** years of continuous service a gift priced up to $100
After **10** years of continuous service a gift priced up to $200
After **15** years of continuous service a gift priced up to $300
After **20** years of continuous service a gift priced up to $400
After **25** years of continuous service a gift priced up to $500
After **30** years of continuous service a gift priced up to $600
After **35** years of continuous service a gift priced up to $700

Any gifts over $500 are taxable benefits according to CRA regulations

At an employee's request and in lieu of a gift, The Town of Vulcan may make a charitable donation on behalf of the employee to a charity of the employee's choice registered with the Canada Revenue Agency.

The achievement of each employee's significant employment anniversary will be recognized at a regular council meeting following the date upon which the employee achieves the significant anniversary.

Awards will be presented by the Mayor, and the Municipal Administrator.

- END OF POLICY-

DRAFT

ITEM 11.2

Town of Vulcan

Request for Decision (RFD)

Requesting to Use Lagoon Waste Water for Irrigation

Meeting:	Regular Council
Meeting Date:	**April 25, 2016**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Sheldon and Leanne Anderson are requesting the use of the lagoon waste water for the purpose of irrigating some of their farm land.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

They have spoken to the Public Work's Foreman and the CAO and were advised that the initial step in getting approval for the use to irrigate is to submit in writing a request with information from the B3.1.2 Code of Practice for Wastewater Systems Using a Wastewater Lagoon, Alberta Government dated September 2003.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT

Initials show support -Reviewed by:	_____	_____
	Director:	**CAO**

11.2

Sheldon & Leanne Anderson
Box 184
Vulcan, AB T0L 2B0
April 19, 2016

RECEIVED
APR 19 2016

Town of Vulcan
Attention: Kim Fath
Vulcan, AB T0L 2B0

Dear Kim Fath:

This letter is to begin the process of requesting use of the lagoon waste water for the purpose of irrigating some of our farm land. We have spoken with Stuart Birch as well as yourself in regards to this matter and were advised that the initial step in getting approval for the use is to submit in writing the following information as per B3.1.2 of the Code of Practice for Wastewater Systems Using a Wastewater Lagoon, Alberta Government document dated September 2003 given to us by Mr. Birch.

a) All irrigation that we will do, will come out of the Town of Vulcan Lagoons, and will follow the Code of Practice for Wastewater in Alberta.
b) The location of the land we are proposing to use the wastewater to irrigate is SE 1-17-24 which is grass/haying ground and is owned by Sheldon and Leanne Anderson, and/or SW 6-17-23 which is crop land and is owned by Wayne and Gerrie Anderson.
c) The proposed irrigation rate would be 1 inch/application when needed (depending on natural moisture conditions of that particular season).
d) This proposed irrigation rate was derived by consultation with an irrigation specialist. They suggest that 1 inch/application is the normal/standard amount to obtain a good soil reservoir throughout the growing season to ensure your crop root zones have enough water available to achieve good yields. Of course this all depends on how dry it is, your soil texture and structure and what crop you are growing.
e) If approved, we will be purchasing a portable "Traveler" irrigation system that we can move where it is needed.
f) Included in this letter is a written consent from Wayne and Gerrie Anderson allowing us to use the wastewater on their land and as we are the other owners, no consent included. Also, as this is our first step in the process, we do not have permission from any local authorities yet. We hopefully will have it from the Town of Vulcan and then proceed to requesting the same from Vulcan County.

If you accept our proposal, we would request that due to the significant investment on our part, that we be the sole users of the wastewater and receive some documentation indicating agreement to our request.

We truly believe that this is a win/win for both of us as well as the environment due to the fact that once your lagoon is to capacity, the only recourse for you is to release its contents into the waterways.

If you have questions, please contact either of us by phone at 403-485-6767 or by email at slanderson@wildroseinternet.ca. We appreciate your time in considering our request.

Sincerely,

Sheldon & Leanne Anderson

Enclosure

Wayne & Gerrie Anderson

Box 865

Vulcan , Alberta

T0L 2B0

APR 19 2016

April 17, 2016

To whom it may concern,

We give our consent to pump irrigation water from the Town Lagoon onto the S.W. ¼ - 6 – 17 – 23 – W4.

Gerrie Anderson

Wayne Anderson

ITEM 11.3

Town of Vulcan

Request for Decision (RFD)

Posting of Draft Minutes on Website

Meeting:	Regular Council
Meeting Date:	**April 25, 2016**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Under the current procedure Regular Council Meeting minutes are not available to the public until 2 weeks after the meeting has taken place and are officially approved and signed.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

By posting the draft minutes to our website as soon as they have been created, it will allow those that view the meeting online (vTV) to have access not only to the agenda but also a draft copy of the motions that were made at that meeting. Posting draft minutes to the website will also allow public access to the information discussed at the most recent council meeting in a more timely fashion.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council give direction to allow the draft version of the Regular Council Meeting Minutes be published to the Town website as soon as they have been created and reviewed by Administration, until they can be replaced by the approved and signed Regular Council Meeting Minutes.

Initials show support -Reviewed by: _____ **Director:** _____ **CAO**

ADMINISTRATOR'S REPORT

TO: **TOWN COUNCIL**

FROM: **Kim Fath, CAO**

DATE: **April 20th, 2016**

Background

Under the current procedure Regular Council Meeting minutes are not available to the public until 2 weeks after the meeting has taken place and are officially approved and signed. Council and the public could benefit by having this information available in draft form in a more timely fashion.

Discussion

By posting the draft minutes to our website as soon as they have been created, it will allow those that view the meeting online (vTV) to have access not only to the agenda but also a draft copy of the motions that were made at that meeting. As these minutes will not be official signed minutes as approved by council, they will have to be posted to our website in draft form. Posting draft minutes to the website will also allow public access to the information discussed at the most recent council meeting, without the traditional wait of 2 weeks from the original meeting date for the minutes to be approved and posted.

Consideration

Administration would like Council to consider giving direction to allow the draft version of the Regular Council Meeting Minutes be published to the Town website as soon as they have been created and reviewed by administration, until such time as they can be replaced by the approved and signed Regular Council Meeting Minutes.

Respectfully Submitted

Kim Fath
Chief Administrative Officer

ITEM 11.4

Town of Vulcan

Request for Decision (RFD)

Request to Name Green Space as the Marion Fisher Memorial Park

Meeting:	Regular Council
Meeting Date:	**April 25, 2016**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Communities in Bloom are requesting that Council consider naming the green space at Elizabeth Street and Anne Street Block A, Plan 5887 JK as the Marian Fisher Memorial Park.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

At the August 10, 2015 Regular Council Meeting Council approved Community in Blooms request to develop a memorial plot in memory of Marian Fisher in the area of Anne Street and 4th Street South.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT

Initials show support -Reviewed by: _____ **Director:** _____ **CAO**

11.4

Communities in Bloom

Box 959

Vulcan, AB.T0L2B0

April 18, 2016

Town of Vulcan

Box 360

Vulcan, AB T0L2B0

RECEIVED
APR 20 2016

Dear Council,

Communities in Bloom are requesting that Council consider naming the "green space" at Elizabeth and Anne Streets B 'A Plan 5887 JK as the Marian Fisher Memorial Park.

You are aware that some plans to honor Marian have already begun in that area and we are now asking for this park designation .

Thankyou for your consideration of this request.

Yours truly,

Roberta Meehan

Secretary ,Communities in Bloom

ITEM 11.5

Town of Vulcan

Request for Decision (RFD)

Appointment of Safety and Emergency Management Coordinator

Meeting:	Regular Council
Meeting Date:	**April 25, 2016**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

The Town, County and Villages have entered into an agreement to jointly employ a Safety and emergency Management Coordinator.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Amanda Stapleton has now been employed with the Vulcan County since the beginning of January and has recently taken up residency in the Town of Vulcan. Amanda has reviewed our Emergency Management Program and has been working closely with the Provincial Emergency Management Agency to draft the necessary amendments to bring our plan in line with the regional approach of Emergency Management.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council appoint Amanda Stapleton as the Director of Emergency Management and Kim Fath as the Deputy Director of Emergency Management for the Town of Vulcan.

Initials show support -Reviewed by: _____ _____

Director: **CAO**

ADMINISTRATOR'S REPORT

TO: **TOWN COUNCIL**

FROM: **Kim Fath, CAO**

DATE: **April 20th, 2016**

Background

The Town, County and Villages have entered an agreement to jointly employ a Safety and Emergency Management Coordinator.

Discussion

Amanda Stapleton has now been employed with the Vulcan County since the beginning of January, and has recently taken up residency in the Town of Vulcan. Amanda has reviewed our Emergency Management Program and has been working closely with the Provincial Emergency Management Agency to draft the necessary amendments to bring our plan in line with the regional approach of Emergency Management.

Consideration

Council is asked to consider appointing Amanda Stapleton as the Director of Emergency Management and Kim Fath as the Deputy Director of Emergency Management for the Town of Vulcan.

Respectfully Submitted

Kim Fath
Chief Administrative Officer

ITEM 11.6

Town of Vulcan

Request for Decision (RFD)

Vulcan Business Development Society Funding Agreement

Meeting:	Regular Council
Meeting Date:	**April 25, 2016**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

At the October 26, 2015 Regular Council Meeting, Motion No. 15.353 was made to approve a one year funding agreement with the Vulcan Business Development Society (VBDS), pending approval from the Vulcan County.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

After this motion was made VBDS revised their budget. A new budget was approved by the board of directors of the Society, on March 9, 2016. The Vulcan County has reviewed the new budget and has approved a one year funding agreement based on the March 9th budget.

COSTS / SOURCE OF FUNDING (if applicable):

The VBDS has reduced its request for Town of Vulcan funding from $77,250.00 to $76,350.00 for the 2016 operational year.

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves the Vulcan Business Development Societies request to approve a one year funding agreement with the Town of Vulcan in the amount of $76,350.00.

Initials show support -Reviewed by:	_____	_____
	Director:	**CAO**

ADMINISTRATOR'S REPORT

TO: **TOWN COUNCIL**

FROM: **Kim Fath, CAO**

DATE: **April 21th, 2016**

Background

At the October 26th, 2015 Regular Council Meeting, motion 15.353 was made to approve a one year funding agreement with the Vulcan Business Development Society (VBDS), pending approval from the Vulcan County.

Discussion

After this motion was made VBDS revised their budget. A new budget was approved by the board of directors of the Society, on March 9, 2106. The Vulcan County has reviewed the new budget and has approved a one year funding agreement based on the March 9th budget. The VBDS has reduced its request for Town of Vulcan funding from $77,250.00 to $76,350.00 for the 2016 operational year.

Consideration

Council is asked to consider approving the Vulcan Business Development Societies request to approve a one year funding agreement with the Town of Vulcan in the amount of $76,350.00.

Respectfully Submitted

Kim Fath
Chief Administrative Officer

ITEM 11.7

Town of Vulcan

Request for Decision (RFD)

Spock Days Requests

Meeting:	Regular Council
Meeting Date:	**April 25, 2016**
Originated By:	Kim Fath and Bonnie Ellis

BACKGROUND / PROPOSAL:

Administration has received several requests from the Spock Days Committee concerning events being held during Spock Days on June 10 – 12, 2016.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached are the written requests from the Spock Days Committee.

1) Spock Days – Beer Garden
   The Spock Days Committee is requesting the use of the grounds by the Virginia Mitchell Ball Diamonds for the beer gardens.

2) Spock Days Sponsorship Package
   The Vulcan Spock Days Association is asking for support for this year's Spock Days. In 2015 Council approved the "Commander Level Sponsorship" in the amount of $675.00.

3) Laser Tag at Memorial Park
   The Vulcan Spock Days Association is requesting permission to use the Memorial Park between 2nd Ave. South and Memorial Avenue as the location for Laser Tag during Spock Days on Saturday, June 11 from 5:00 to 9:00 pm.

4) Spock Days Parade Road Closure
   Keith Brooks on behalf of the Spock Days Committee is asking for a road closure for the Spock Days Parade. The route will remain the same as last year.

   Parade - June 11th between 9:30 a.m. to 11:00 a.m.
   From the Arena to Prairie View Elementary along 6th Avenue South and then from 6th Avenue South along Centre Street to 1st Avenue; 1st Avenue South to 2nd Street South to 2nd Avenue South to Elizabeth Street to the Arena.

Initials show support -Reviewed by: _____ **Director:** _____ **CAO**

5) Community Peace Officer
Administration will approach Vulcan County for a Memorandum of Understanding for a collaboration between the Town and Vulcan County for their Community Peace Officer services during Spock Days.

6) Use of Town Truck and Flatbed
The Recreation Department is requesting the use of a Town truck and flatbed to use for the pool float for the Spock Days parade on June 11, 2016.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves the use of the grounds by the Virginia Mitchell Ball diamonds for the beer gardens and that the Chairperson ensures that there is proper security in attendance and a cleanup plan is in place for this event.

Moved by Councillor _____ THAT Council approves a "Commander Sponsorship" in the amount of for advertising in the Spock Days 2016 Program.

Moved by Councillor _____ THAT Council approves the use of Memorial Park as the location for Laser Tag during Spock Days on June 11, from 5:00 p.m. to 9:00 p.m. with half an hour before and after the event for set and take down.

Moved by Councillor _____ THAT this Council approves the street closures for the Vulcan Spock Days Parade on June 11, 2016.

Parade - June 11th between 9:30 a.m. to 11:00 a.m.
From the Arena to Prairie View Elementary along 6th Avenue South and then from 6th Avenue South along Centre Street to 1st Avenue; 1st Avenue South to 2nd Street South to 2nd Avenue South to Elizabeth Street to the Arena.

Moved by Councillor _____ THAT Council direct Administration to draft a Memorandum of Understanding with Vulcan County for collaboration with their Community Peace Officer during Spock Days.

Moved by Councillor _____ THAT Council approves the Recreation Department's request for the use of a truck and flatbed for the pool float in the Spock Day's parade on June 11, 2016.

Initials show support -Reviewed by:	_____	_____
	Director:	**CAO**

MEMO

To: Kim Fath CAO

From: Bonnie Ellis – Director of Recreation
Re: Spock Days 2016
Date: April 20, 2016

Dear Kim,

The Spock Days committee requested the use of the grounds by the Virginia Mitchell Ball Diamonds for the beer gardens. This is an event where alcohol will be sold and music will be played. Lisa Wylie the Chair of the Beer Gardens has had experience with this event before.

Pros:

- This event brings many people to town.
- We continue a great partnership with Spock Days
- It promotes tourism
- She has chaired this event before

Cons:

- Cleanup may not be to the towns expectations
- Damages to facility

The recommendation from the Recreation Director is to allow this event to happen and to work with that Lisa to ensure that she has a security and a cleanup plan to follow.

I trust that this is satisfactory, however: should you have any further questions, please feel free to contact this office at your earliest convenience.

Respectfully Submitted,

Bonnie Ellis

Bonnie Ellis
Town of Vulcan Director of Recreation

To Whom It May Concern,

Re: Spock Days 2016

On behalf of the Vulcan Spock Days Association, we are asking for your support for this year's Spock Days taking place June 10 – 12th, 2016. Spock Days is a fantastic community event that brings Vulcan County and beyond together to celebrate.

As Vul-Con has moved their event to the weekend of July 9th and 10th, Spock Days is going to be more community focused and we are hoping to have a lot of fun activities for all ages, to draw people into the town. We provide most activities free or at low cost to encourage full community participation. Therefore we ask our local businesses to support this service to our community and help us continue the tradition.

Activities that have already been planned include a ball tournament that runs Friday, Saturday and Sunday. It brings 24 teams to town, including current and former residents and visitors from around the province. There will be beer gardens at the ball diamonds all through the weekend. We will be having fireworks Friday night and hoping to make them extra-ordinary given that 2016 marks the **50th anniversary of Star Trek**. Saturday there will be a breakfast and parade that brings out many locals, followed by a Vendor's Market and other activities downtown, a Family Fun Fair at the Rodeo Grounds and outdoor Laser Tag for the older kids. All these activities are only possible with the support of local businesses and organizations.

Support can come in many ways and we are grateful for all:

- A financial donation or
- An 'in kind' donation of time by volunteering during the weekend
- A combination of both!

So what do I get for my money?
Please see attached an outline for the benefits of supporting this great event! Please note that the deadline for submitting your artwork for advertising is April 15, 2016.

Should you have any questions or concerns you may contact **Sherri Papke** at **403-485-6223** or email **sherri.papke@chinookcu.com.**

Thank you.
Yours truly,

Sherri Papke
Sponsorship Coordinator
Vulcan Spock Days Association

SPOCK DAYS SPONSORSHIP PACKAGES
June 10, 11 and 12, 2016
Sponsorship artwork deadline is April 15, 2016

	Ensign Sponsorship $225	Officer Sponsorship $375	Commander Sponsorship $675	Captain Sponsorship $1,000	Admiral Sponsorship $2,500	Fireworks Sponsoship Any Amt
Your business name listed on the Spock Days Facebook page as well as Vulcan Tourism Website (www.vulcantourism.com)	ENGAGE	ENGAGE	ENGAGE	ENGAGE	ENGAGE	
Your business name listed on Posters distributed around the town and county	ENGAGE	ENGAGE	ENGAGE	ENGAGE	ENGAGE	
A sponsor recognition sign for your store window	ENGAGE	ENGAGE	ENGAGE	ENGAGE	ENGAGE	
Your business contact information. An active link to your website on www.vulcantourism.com	ENGAGE	ENGAGE	ENGAGE	ENGAGE	ENGAGE	
Your business banner up along the ball Diamond as a sponsor			ENGAGE	ENGAGE	ENGAGE	
Your business name listed on the posters as an event sponsor and banner up at the event					ENGAGE	
Your name listed on the Fireworks presented by..... Sign (any amounts $100.00 and over)						ENGAGE

Please fill out the information below.
Make cheques payable to:
Spock Days Association
PO Box 360 Vulcan AB T0L 2B0

Business: _____ Email: _____

Address: _____

Package: _____ Paid ? Yes _____ No _____

Lori Gair
Vulcan Spock Days Association
Box 82
Vulcan, AB T0L 2B0
403-485-0601
loricockwill@hotmail.com

Vulcan Town Council
Box 360
Vulcan, AB T0L 2B0

April 21, 2016

Dear Vulcan Town Councillors,

I am writing on behalf of Vulcan Spock Days Association to request permission to use the Memorial Park between 2nd Ave. S and Memorial Ave. as the location for Laser Tag during Spock Days. The event will take place on Saturday, June 11 from 5 to 9pm, with half an hour before and after the event to set-up and take down. We ran laser tag there the last 3 years and we plan to run it the same this year, it seemed to work really well. We have hired Red Surge Laser Tag from Nanton area again this year. Our back-up location in the event of bad weather is the arena and has already been confirmed with the Recreation office.

If you have any questions please feel free to contact me. We would really appreciate use of the park to continue this fun event during Spock Days.

Sincerely,

Lori Gair
403-485-0601
loricockwill@hotmail.com
Spock Days Family Fun Fair Coordinator

Vulcan Town Council

Keath Brooks - Spock days - Parade

Could the town of Vulcan please see me have road closure for the up & coming (June 11/16) Spock days parade.

As far as I know the route is the same as past years.

thanks kindly

Keath Brooks

RECEIVED
APR 21 2016

Vulcan Spock Days Parade Route

MEMO

To: Vulcan Town Council

From: **Bonnie Ellis – Director of Recreation**

Re: **Spock Days -CPO**

Date: **April 20, 2016**

Dear Council,

Dear Council, at the Spock Days meeting of April 20th, 2016 a request for the town to have the our CPO at the Spock Days events. The committee has been made aware that the Town CPO will not be full certified as of our event date, therefore we would like request the town to join forces with the County to request their CPO be part of our event for the weekend.
We would like to have the County CPO presence from Friday to Sunday on June 10-12, 2016 especially at the slo-pitch tournament and campground to help maintaining a good atmosphere with all of the Spock Days participants.

Respectfully Submitted,

Bonnie Ellis
Director of Recreation and Community Services
Town of Vulcan

MEMO

To: Vulcan Town Council

From: **Bonnie Ellis – Director of Recreation**

Re: **Spock Days Float - Pool**

Date: **April 11, 2016**

Dear Council,

Dear Council, I would like to request the use of a town truck and a flatbed to have for the pool float for the Spock Days Parade on June 11th, 2015

Respectfully Submitted,

Bonnie Ellis
Director of Recreation and Community Services
Town of Vulcan

ITEM 11.8

Town of Vulcan

Request for Decision (RFD)

Vulcan Library Board Representative Appointment

Meeting:	Regular Council
Meeting Date:	**April 25, 2016**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

The Vulcan Library Board is requesting Council appoint Jean Ann Steiner the Vulcan Municipal Library Board.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Jean Ann Steiner was the librarian at the Prairieview Elementary School for many years and the Library Board believes her expertise will be greatly appreciated by the Board.

This appointment is for a term of 3 years commencing on April 25, 2016 to April 25, 2019.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves the appointment of Jean Ann Steiner as a member of the Vulcan Municipal Library Board for a term of three years commencing April 25, 2016 to April 25, 2019.

Initials show support -Reviewed by: _____ **Director:** _____ **CAO**

April 21, 2016

Kim Fath

Chief Administrator Officer

Town of Vulcan

Re: Library Board Changes

As of March 31, 2016 Jen Forhmsway has resigned as Chair Person from the Vulcan Municipal Library Board. See letter attached.

Liz Hammond was elected chair for the year of 2016.

I would also request that you appoint Jean Ann Steiner as a new member of the board. Jean Ann was the librarian at our primary school for many years and we believe her expertise will be greatly appreciated by the board.

An updated Vulcan Municipal Library Board Member List is attached.

Thank you for attention to this matter,

Liz Hammond

Liz Hammond

Chairman

Vulcan Municipal Library Board

ITEM 11.9

Town of Vulcan

Request for Decision (RFD)

2016 Mill Rate

Meeting:	Regular Council
Meeting Date:	**April 25, 2016**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Administration would like to discuss the 2016 mill rate with Council.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT

Initials show support -Reviewed by: _____ **Director:** _____ **CAO**