

**AGENDA FOR THE REGULAR MEETING OF COUNCIL  
TO BE HELD IN THE TOWN OF VULCAN COUNCIL CHAMBERS  
ON MONDAY, APRIL 27, 2015  
COMMENCING AT 7:00 PM**

**PUBLIC HEARING**

**CALL TO ORDER**

**1.0 Call to Order:**

**2.0 Public Hearing:** Bylaw No. 1437-15 – Land Use Bylaw

**3.0 Delegations**

3.1 Nathan Cross – Alberta's Promise

**4.0 Adoption of Agenda**

4.1

**5.0 Adoption of Previous Minutes**

5.1 Regular Council Meeting Minutes – April 13, 2015

5.2 Committee of the Whole Meeting Minutes – April 20, 2015

**6.0 Unfinished Business**

6.1 Policy F-44 Remuneration of Town's Member at Large on Committee

**7.0 Financial Statements**

7.1 Cash Statement – March 31, 2015

**8.0 Correspondence and Information Items**

8.1

**9.0 Committee and Administrative Reports**

9.1

10.1 Land Use Bylaw No. 1437-15

**11.0 New Business**

11.1 Sale of Lot 11-13, Block 74, Plan 861505

11.2 Highway Crossing at Whispering Creek

11.3 Land Use Bylaw No. 1437-15 Fee Schedule

**12.0 Notice of Motion**

**13.0 Management Reports - NIL**

**14.0 In-Camera**

14.1 Mill Rate Bylaw

**15.0 Adjournment**



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

**PROPOSED BYLAW NO. 1437-15**

**To be held at 7:00pm, April 27, 2015  
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. 1437-15.

WHEREAS the purpose of the bylaw is to update the regulations governing land use and development in the Town.

THEREFORE, TAKE NOTICE THAT a public hearing to consider the Proposed Bylaw No. 1437-15 will be held in the Town of Vulcan Council Chambers at 7:00pm, April 27, 2015.

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 April 20, 2015.

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 1<sup>st</sup> day of April, 2015.

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

# Town of Vulcan

Request for Decision (RFD)

## Adoption of Previous Minutes Regular Council Meeting April 13, 2015

Meeting: Regular Council  
Meeting Date: **April 27, 2015**  
Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

Attached are Minutes of the Regular Meeting of Town Council, held in the Town of Vulcan Council Chamber on Monday, April 13, 2015.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

After reviewing these Minutes Council is asked to approve the same with or without changes.

### 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 Chambers on Monday, April 13, 2015 be approved as circulated 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 13, 2015**

<b>PRESENT:</b>	Mayor	- Tom Grant
	Councillor	- Georgia-Lee DeBolt
	Councillor	- John Seaman
	Councillor	- Rick Howard
	Councillor	- Lorna Armstrong
	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 – Brenda Fenwick – Foothills Regional Emergency Services Commission**

Brenda Fenwick, Executive Director with Foothills Regional Emergency Services Commission was in attendance and gave a presentation outlining the purpose of FRESC and the different services that they provide to their partners.

**4.0 Adoption of Agenda**

**Motion No.: 15.097**

- 8.1G Classroom on Wheels Bus
- 11.5 Canadian Diabetes Association Clothing Donation Bin
- 11.6 Councillor Tablets
- 14.1 In Camera

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

**CARRIED UNANIMOUSLY**

Initials

## **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 Monday, March 23, 2015 were presented to Council.

**Motion No.: 15.098**

Moved by Councillor Georgia-Lee DeBolt THAT the Minutes of the Regular Council Meeting, held in the Town of Vulcan Council Chamber on Monday, March 23, 2015 be approved and read by each member of Council as presented.

**CARRIED UNANIMOUSLY**

## **6.0 Unfinished Business**

### **6.1 Policy F-44 – Remuneration of Town’s Member at Large on Committee**

At the March 23, 2015 Regular Council Meeting Council referred Policy F-44 to the next Council Meeting and that Administration bring back options for Council’s consideration.

Administration provided three different options for Council to consider:

- Members at Large appointed by council on a Committee will receive remuneration as indicated in Appendix “C”.
- Members at Large appointed by council on a Committee will only receive remuneration, if remuneration is addressed in the bylaw governing that Committee.
- All Members at Large appointed by council on a Committee will receive remuneration.

**Motion No.: 15.099**

Moved by Councillor Sue Dow THAT Council has Administration bring back to Council at the next Regular Council meeting options for different remuneration rates and the total anticipated cost for remuneration of members at large.

**CARRIED UNANIMOUSLY**

### **6.2 Twin Valley Regional Water Services Commission Operational Agreement**

An Operational Agreement has been drawn up between the Town of Vulcan and Twin Valley Regional Water Services Commission.

**Motion No.: 15.100**

Moved by Councillor Lorna Armstrong THAT Council directs Administration to enter into the Operational Agreement between the Town of Vulcan and Twin Valley Regional Water Services Commission for a term ending December 31, 2017.

**CARRIED UNANIMOUSLY**

**6.3 Sale of 401 Elizabeth Street**

At the February 23, 2015 Regular Council Meeting Council authorized Administration to negotiate the sale of 401 Elizabeth Street.

**Motion No.: 15.101**

Moved by Councillor Rick Howard THAT Council instructs Administration to use the proceeds from the sale of 401 Elizabeth Street and a portion from the Operational Budget to pay off the loan for 401 Elizabeth Street.

**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 13, 2015 were presented to Council to be received for information.

**Motion No.: 15.102**

Moved by Councillor Sue Dow THAT Administration arrange a Committee of the Whole Meeting on April 20, 2015 with the Health and Wellness Foundation in attendance.

**CARRIED UNANIMOUSLY**

**Motion No.: 15.103**

Moved by Councillor Paul Taylor THAT the Correspondence and Information Items for the period ending April 13, 2015 be received for information. **CARRIED UNANIMOUSLY**

**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.

*April 13<sup>th</sup>, 2015*

*Regular Council Meeting*

*Page 3*

Initials

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**Motion No.: 15.104**

Moved by Councillor Paul Taylor THAT Council appoint Mayor Tom Grant as the Town's municipal representative for the Southern Alberta Energy Waste Association's Annual General Meeting.

**CARRIED UNANIMOUSLY**

**Motion No.: 15.105**

Moved by Councillor Lorna Armstrong THAT the minutes and/or verbal reports of Town represented Boards/Committees at the April 13, 2015 Town Council Meeting be received for information.

- RCMP Vulcan Provincial Detachment Statistical Comparison – January-February 2011-2015
- Twin Valley Regional Water Commission – Agenda – Minutes – February 24, 2015
- Family & Community Support Services – Agenda – Minutes – February 26, 2015
- Vulcan Business Development Society – Agenda – Minutes – March 11, 2015

Verbal Reports:

- Councillor Sue Dow
  - Canadian Badlands Conference
  - Vulcan Brand Innovative Team
  - Seniors Housing
- Councillor Rick Howard
  - Community Futures Highwood
- Lorna Armstrong
  - Canadian Badlands Conference
  - Vulcan Town and County Airport Committee
- Councillor Georgia-Lee DeBolt
  - Vulcan Town and County Airport Committee
  - Twin Valley Regional Water Services Commission
- Councillor Paul Taylor
  - Vulcan Library Board
- Councillor John Seaman
  - Twin Valley Regional Water Services Commission
  - Joint Use Policy and Advisory Board

➤ Mayor Tom Grant

- Communication Meeting
- Mayors and Reeves of Southwest Alberta
- Southern Alberta Energy from Waste Association

**CARRIED UNANIMOUSLY**

**10.0 Bylaws - NIL**

**11.0 New Business**

**11.1 Street Closure Request – Grey Cup Event**

The Wear Red Committee is bringing several members of the Stampeder's Football team and the Grey Cup to Vulcan in support of Life Choice Dynamics, the Chamber of Commerce and local team boosters. They are requesting a street closure on April 27, 2015 to allow the Trek Float to be escorted down Centre Street at 12:00 noon – 1:00 p.m.

In a letter addressed to Council, the Wear Red committee requested a street closure for a special event being held on April 27, 2015.

1. At 12:00 noon – 1:00 p.m. close Centre Street from the Vulcan Tourism Centre to the Life Med Pharmacy Parking Lot

**Motion No.: 15.106**

Moved by Councillor John Seaman THAT this Council approve the street closure as requested by The Wear Red Committee for the Grey Cup Event being held on April 27, 2015, as follows:

1. At 12:00 noon – 1:00 p.m. close Centre Street from the Vulcan Tourism Centre to the Life Med Pharmacy Parking Lot. **CARRIED UNANIMOUSLY**

**11.2 Foothills Regional Emergency Services Commission – Regional Emergency Warning/Mass Notification Agreement**

The Foothills Regional Emergency Services Commission is offering to provide an Emergency Warning/Mass Notification service to the Town of Vulcan through a Regional platform.

Funding will be allocated from the Operational Budget.

**Motion No.: 15.107**

Moved by Councillor Paul Taylor THAT Council directs Administration to enter into a three year agreement with FRESC to provide the Town with Emergency Warning/Mass Notification services.  
**CARRIED UNANIMOUSLY**

**11.3 Community Futures Highwood Board – Member at Large Appointment**

Louise Christie has indicated that she can no longer represent the Town of Vulcan as a member at large on the Community Futures Highwood board due to personal and professional time constraints.

John Lockhart at Community Futures Highwood has confirmed that the board would like to fill this position as soon as possible.

Council may fill this position by direct appointment or by selection after advertisement.

The Community Futures Highwood Board meets 5 times per year in Okotoks, and the meetings are in the evening. The term for this appointment is a three year term.

**Motion No.: 15.108**

Moved by Councillor John Seaman THAT Council instructs Administration to advertise for this position for a two week period and the responses to the ad will be brought forward to council at the regular meeting on May 11, 2015.  
**CARRIED UNANIMOUSLY**

**11.4 Chinook Arch Library Board Appointment**

The Chinook Arch Library Board requires a representative from the Vulcan Library Board to be appointed to the Chinook Arch Library Board.

At the Chinook Arch Library's last board meeting on April 2, 2015 Vicki Hutton was in attendance as she was appointed by the Vulcan Library board to replace Kim Armstrong as the Vulcan representative to the Chinook Arch Library Board.

**Motion No.: 15.109**

Moved by Councillor Lorna Armstrong THAT Council approves the appointment of Vicki Hutton as the Vulcan Library Board representative to the Chinook Arch Library Board.  
**CARRIED UNANIMOUSLY**

### **11.5 Canadian Diabetes Association Clothing Donation Bin**

Peter Zack contacted the Town seeking approval to place a clothing bin in the parking lot of the curling rink.

The curling club has approved the placement of a donation bin pending the approval of council. Additional information has been provided.

#### **Motion No.: 15.110**

Moved by Councillor Sue Dow THAT Council approves the Canadian Diabetes Association placement of a clothing donation bin on the curling rink parking lot.

**CARRIED UNANIMOUSLY**

### **11.6 Councillor Tablets**

Kim Fath, CAO will contact Dallmann Computers to request that he contacts Dell about the hardware issues with the councillor's tablets be resolved.

### **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
- Community Peace Officer – Loreli Hornby
- Recreation Committee – Bonnie Ellis

**Motion No.: 15.111**

Moved by Councillor Paul Taylor THAT this Council receives for information the management reports for the period ending April 13, 2015. **CARRIED UNANIMOUSLY**

**14.0 In-Camera - NIL**

**Motion No.: 15.112**

Moved by Councillor Rick Howard THAT Council move in-camera at 9:17 p.m.  
**CARRIED UNANIMOUSLY**

Mayor Grant called for a three minute recess.

The meeting reconvened at 9:20 p.m.

**Motion No.: 15.113**

Moved by Councillor John Seaman THAT Council move out-of-camera at 9:25 p.m.  
**CARRIED UNANIMOUSLY**

**15.0 Adjournment**

The meeting was adjourned by Councillor Georgia-Lee DeBolt at 9:30 p.m.

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Tom Grant  
Mayor

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Kim Fath  
Chief Administrative Officer

# Town of Vulcan

Request for Decision (RFD)

## Adoption of Previous Minutes Committee of the Whole Meeting April 20, 2015

Meeting: Regular Council  
Meeting Date: **April 27, 2015**  
Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

Attached are Minutes of the Committee of the Whole Meeting of Town Council, held in the Town of Vulcan Council Chamber on Monday, April 20, 2015.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

After reviewing these Minutes Council is asked to approve the same with or without changes.

### COSTS / SOURCE OF FUNDING (if applicable):

N/A

### RECOMMENDED ACTION:

Moved by Councillor \_\_\_\_\_ THAT the Minutes of the Committee of the Whole Meeting, held in the Town of Vulcan Council Chambers on Monday, April 20, 2015 be approved as circulated and read by each member of Council.

Initials show support -Reviewed by: \_\_\_\_\_

Director: \_\_\_\_\_

  
CAO

**AGENDA FOR THE COMMITTEE OF THE WHOLE MEETING  
TO BE HELD IN THE TOWN OF VULCAN COUNCIL CHAMBER  
ON MONDAY, April 20, 2015  
STARTING AT 4:00 P.M.**

**PRESENT:**

Mayor	- Tom Grant
Councillor	- Georgia-Lee DeBolt
Councillor	- Lorna Armstrong
Councillor	- Rick Howard
Councillor	- Paul Taylor
Councillor	- Sue Dow
Chief Administrative Officer	- Kim Fath

**ABSENT:** Councillor - John Seaman

Call to Order: Mayor Tom Grant called the meeting to order at 4:01 p.m.

Mayor Tom Grant welcomed the Vulcan County Health and Wellness Foundation represented by Deb Hartung, Executive Director, Scott Mitchell, Glen Hutton, Donna Anderson and Donna Graham.

**1.0 Approval of Agenda**

**Motion No.: 15.001**

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

**2.0 In-Camera**

**Motion No.: 15.002**

Moved by Councillor Sue Dow THAT Council move in-camera at 4:02 p.m. **CARRIED UNANIMOUSLY**

**Motion No.: 15.003**

Moved by Councillor Paul Taylor THAT Council move out-of-camera at 5:20 p.m. **CARRIED UNANIMOUSLY**

## **2.1 Vulcan County Health and Wellness Foundation**

### **Motion No.: 15.004**

Moved by Councillor Rick Howard THAT Administration co-ordinate a meeting between the Town of Vulcan and Vulcan County Council's to discuss the Vulcan County Health and Wellness Foundation Capital Plan.

**CARRIED UNANIMOUSLY**

## **3.0 Adjournment**

The meeting was adjourned by Councillor Lorna Armstrong at 5:45 p.m.

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Tom Grant  
Mayor

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Kim Fath  
Chief Administrative Officer

# Town of Vulcan

Request for Decision (RFD)

## Policy F-44 – Remuneration of Town's Member at Large on Committees

Meeting: Regular Council  
Meeting Date: **April 27, 2015**  
Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

At the April 13, 2015 Regular Council Meeting Council referred Policy F-44 to the next Council Meeting and that Administration bring back more information for Council's consideration. Further information was provided to Council.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

- Option A - Members at Large appointed by council on a Committee will receive remuneration as indicated in Appendix "C".
- Option B - Members at Large appointed by Council on a Committee will only receive remuneration, if remuneration is addressed in the bylaw governing that Committee.
- Option C - All Members at Large appointed by Council on a Committee will receive remuneration.

### COSTS / SOURCE OF FUNDING (if applicable):

### RECOMMENDED ACTION:

Moved by Councillor \_\_\_\_\_ THAT Council approves Policy F-44 option A, B or C.

Initials show support -Reviewed by: \_\_\_\_\_

Director: \_\_\_\_\_

CAO

**TOWN OF VULCAN**

## POLICY MANUAL

OPTION "A"

TITLE OF POLICYPOLICY NUMBER

F-44

**Remuneration of Town Appointed  
Members at Large on Committees**SUPERCEDES POLICY NO:

Adopted	Motion No	

**STATEMENT:**

1. From time to time, Town Council appoints members of the Community to sit on Committees as "Member at Large" representing the Town.

**APPOINTMENT OF MEMBER AT LARGE:**

1. By resolution, Council may appoint a member of the public to represent the Town on different Committees or Boards that Council sees fit to be represented on.
2. Council determines the process by which these members will be selected:
  - a) By direct appointment;
  - b) By selection after advertising the position;
  - c) By other means Council may select.
3. Members at Large appointed by council on a Committee will receive remuneration as indicated in Appendix "C".

**PURPOSE OF POLICY:**

1. Establish and formalize the provision of remuneration, allowances, and expenses to Members at Large appointed by the Town.
2. Reimburse a Member at Large for expenses incurred while carrying out functions on behalf of the Committee when authorized to do so.

## TOWN OF VULCAN

### APPENDIX "C"

(Policy No. F- 44)

Committee's

Remunerated

- Town of Vulcan Municipal Planning Commission (4)
- Town and County Airport Committee (2)
- Vulcan and District Recreation Committee (3)
- Community Futures Highwood Board (1)
- Vulcan and Region Family and Community Support Services Board (4)
- Vulcan and District Tourism Society (1)
- Vulcan Municipal Library Board (10)

These are all the committees with Members at Large appointed by council.  
Council must decide what committees are on this list to be remunerated.

- END OF POLICY-

**TOWN OF VULCAN**  
POLICY MANUAL

OPTION "B"

**TITLE OF POLICY**

**Remuneration of Town Appointed  
Members at Large on Committees**

**POLICY NUMBER**

F-44

**SUPERCEDES POLICY NO:**

Adopted	Motion No	

**STATEMENT:**

1. From time to time, Town Council appoints members of the Community to sit on Committees as "Member at Large" representing the Town.

**APPOINTMENT OF MEMBER AT LARGE:**

1. By resolution, Council may appoint a member of the public to represent the Town on different Committees or Boards that Council sees fit to be represented on.
2. Council determines the process by which these members will be selected:
  - a) By direct appointment;
  - b) By selection after advertising the position;
  - c) By other means Council may select.
3. Members at Large appointed by Council on a Committee will only receive remuneration, if remuneration is addressed in the Bylaw governing that Committee.

**PURPOSE OF POLICY:**

1. Establish and formalize the provision of remuneration, allowances, and expenses to Members at Large appointed by the Town.
2. Reimburse a Member at Large for expenses incurred while carrying out functions on behalf of the Committee when authorized to do so.

**TOWN OF VULCAN**  
POLICY MANUAL

OPTION "C"

<u>TITLE OF POLICY</u>  <b>Remuneration of Town Appointed Members at Large on Committees</b>	<u>POLICY NUMBER</u> <b>F-44</b>		
	<u>SUPERCEDES POLICY NO:</u>		
	<u>Adopted</u>	<u>Motion No</u>	

**STATEMENT:**

1. From time to time, Town Council appoints members of the Community to sit on Committees as "Member at Large" representing the Town.

**APPOINTMENT OF MEMBER AT LARGE:**

1. By resolution, Council may appoint a member of the public to represent the Town on different Committees or Boards that Council sees fit to be represented on.
2. Council determines the process by which these members will be selected:
  - a) By direct appointment;
  - b) By selection after advertising the position;
  - c) By other means Council may select.

3. All Members at Large appointed by council on a Committee will receive remuneration.

**PURPOSE OF POLICY:**

1. Establish and formalize the provision of remuneration, allowances, and expenses to Members at Large appointed by the Town.
2. Reimburse a Member at Large for expenses incurred while carrying out functions on behalf of the Committee when authorized to do so.

# Town of Vulcan

Request for Decision (RFD)

## Cash Statement – March 31, 2015

Meeting: Regular Council  
Meeting Date: April 27, 2015  
Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

Attached is the Cash Statement for the period ending March 31, 2015.

### 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, 2015 be received for information.

Initials show support -Reviewed by: \_\_\_\_\_

Director: \_\_\_\_\_

  
\_\_\_\_\_  
CAO

7.1

TOWN OF VULCAN - MONTHLY CASH STATEMENT

Month Ending March 31st, 2015

	General Account	MSI Capital T-bill - 01	General T-bill - 02	General T-bill - 03	Age Care T-bill - 04	Innovation Project T-bill - 05	Streets T-bill - 06	Federal Gas Tax T-bill - 07	Sewage Lagoon T-bill - 08	Androsoff Reserve Term	Mix Reserve Term	Flag Account Term	Healy Subdiv Term	Alberta Energy GIC	Shearer Reserve Term	TOTAL
Balance Forward	\$ 54,418.60	\$304,497.34	\$ 56.81	\$ 109,476.33	\$ 67,265.57	\$ 15,219.75	\$ 165,929.73	\$ 208,659.50	\$ 400,000.00	\$ 5,229.78	\$ 5,028.54	\$ 20,000.00	\$ 15,193.87	\$ 444,989.99	\$ 1,620.63	\$1,817,586.44
Receipts	\$ 361,159.75															\$ 361,159.75
Transfers																\$ -
Loans Received																\$ -
Term Deposit Cashed	\$ 100,000.00	\$ 155.17	\$ 0.03	\$ 54.14	\$ 34.28	\$ 7.76	\$ 84.56	\$ 106.33								\$ 100,442.27
<b>SUB-TOTAL</b>	<b>\$ 515,578.35</b>	<b>\$304,652.51</b>	<b>\$ 56.84</b>	<b>\$ 109,530.47</b>	<b>\$ 67,299.85</b>	<b>\$ 15,227.51</b>	<b>\$ 166,014.29</b>	<b>\$ 208,765.83</b>	<b>\$ 400,000.00</b>	<b>\$ 5,229.78</b>	<b>\$ 5,028.54</b>	<b>\$ 20,000.00</b>	<b>\$ 15,193.87</b>	<b>\$ 444,989.99</b>	<b>\$ 1,620.63</b>	<b>\$2,279,188.46</b>
Disbursements	\$ 572,312.77															\$ 572,312.77
Transfers																\$ -
Loans Paid	\$ 26,018.21															\$ 26,018.21
Term Deposits Purchased				\$ 100,000.00												\$ 100,000.00
<b>NET BALANCE</b>	<b>\$ (82,752.63)</b>	<b>\$304,652.51</b>	<b>\$ 56.84</b>	<b>\$ 9,530.47</b>	<b>\$ 67,299.85</b>	<b>\$ 15,227.51</b>	<b>\$ 166,014.29</b>	<b>\$ 208,765.83</b>	<b>\$ 400,000.00</b>	<b>\$ 5,229.78</b>	<b>\$ 5,028.54</b>	<b>\$ 20,000.00</b>	<b>\$ 15,193.87</b>	<b>\$ 444,989.99</b>	<b>\$ 1,620.63</b>	<b>\$1,580,857.48</b>
Bank Balance	\$ 98,531.07	\$304,652.51	\$ 56.84	\$ 9,530.47	\$ 67,299.85	\$ 15,227.51	\$ 166,014.29	\$ 208,765.83	\$ 400,000.00	\$ 5,229.78	\$ 5,028.54	\$ 20,000.00	\$ 15,193.87	\$ 444,989.99	\$ 1,620.63	\$1,762,141.18
Cash On Hand	\$ 11,816.43															\$ 11,816.43
<b>SUB-TOTAL</b>	<b>\$ 110,347.50</b>	<b>\$304,652.51</b>	<b>\$ 56.84</b>	<b>\$ 9,530.47</b>	<b>\$ 67,299.85</b>	<b>\$ 15,227.51</b>	<b>\$ 166,014.29</b>	<b>\$ 208,765.83</b>	<b>\$ 400,000.00</b>	<b>\$ 5,229.78</b>	<b>\$ 5,028.54</b>	<b>\$ 20,000.00</b>	<b>\$ 15,193.87</b>	<b>\$ 444,989.99</b>	<b>\$ 1,620.63</b>	<b>\$1,773,957.61</b>
Outstanding Cheques	\$ 193,100.13															\$ 193,100.13
<b>NET BALANCE</b>	<b>\$ (82,752.63)</b>	<b>\$304,652.51</b>	<b>\$ 56.84</b>	<b>\$ 9,530.47</b>	<b>\$ 67,299.85</b>	<b>\$ 15,227.51</b>	<b>\$ 166,014.29</b>	<b>\$ 208,765.83</b>	<b>\$ 400,000.00</b>	<b>\$ 5,229.78</b>	<b>\$ 5,028.54</b>	<b>\$ 20,000.00</b>	<b>\$ 15,193.87</b>	<b>\$ 444,989.99</b>	<b>\$ 1,620.63</b>	<b>\$1,580,857.48</b>

This statement submitted to Council this 27th day of April, 2015.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

# Town of Vulcan

Request for Decision (RFD)

## Correspondence and Information

Meeting: Regular Council  
Meeting Date: **April 27, 2015**  
Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

Attached is the list of Correspondence and Information for the period ending April 27, 2015.

### 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 27, 2015 be received for information.

Initials show support -Reviewed by: \_\_\_\_\_

Director: \_\_\_\_\_

  
CAO

**Report on Miscellaneous Correspondence 8.1 (2) - April 27, 2015**

**A. Oldman River Regional Services Commission**

Vulcan County – County of Newell Intermunicipal Development Plan Notice of Public Hearing

**B. Lac Ste. Anne County**

FCM Woman in Municipal Government Fund Request

**C. Oldman River Regional Services Commission**

Vulcan County – Wheatland County Intermunicipal Development Plan Notice of Public Hearing

**D. Vulcan District Waste Commission**

Capital Replacement Budget 5 year for Trucks and Equipment

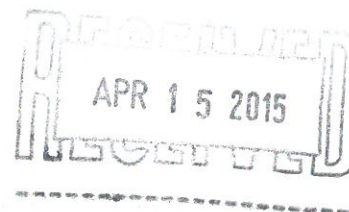
**E. Recreation Committee – Director of Recreation and Community Services**

Pool Review

April 13, 2015

File: 50F-3

Kim Fath  
Chief Administrative Officer  
Town of Vulcan  
P.O. Box 360  
Vulcan, AB T0L 2B0



**RE: Vulcan County and the County of Newell  
Intermunicipal Development Plan (Draft)**

The Council of Vulcan County and the Council of the County of Newell in the Province of Alberta hereby give notice of their intention to consider adopting an Intermunicipal Development Plan (IDP). The IDP is intended to foster ongoing cooperation and coordination between the two municipalities and establish a framework for subdivision and development application referral requirements within the agreed-to planning area. It also provides a means to address conflict resolution between the two municipalities, and provide a forum for discussing planning matters of joint planning interest within the planning area. **The complete draft IDP document can be downloaded for viewing at [www.orrsc.com](http://www.orrsc.com) listed under Current Projects on the main page.**

As per the Municipal Government Act, Vulcan County and the County of Newell are required to hold public hearings prior to consideration of second readings of the proposed bylaws. The public hearings are scheduled to be held:

<p><b>Vulcan County</b> <b>10:00 a.m. – May 6, 2015</b> Vulcan County Council Chambers 102 Centre Street, Vulcan, AB Box 180, Vulcan, AB T0L 2B0</p>	<p><b>County of Newell</b> <b>11:30 a.m. – May 7, 2015</b> County of Newell Council Chambers 183037 Range Road 145 Box 130, Brooks, AB T1R 1B2</p>
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Any written comments that you may wish to make with respect to the draft Intermunicipal Development Plan may be forwarded to Vulcan County prior to April 24, 2015 and to the County of Newell prior to April 30, 2015 and those comments will be presented at the public hearings.

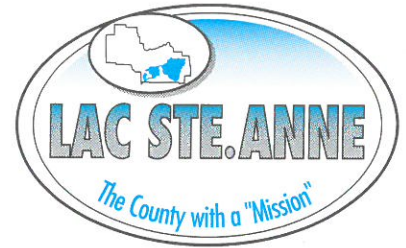
If you have any concerns or questions regarding the draft Intermunicipal Development Plan, please contact Cam Klassen or Diane Horvath at 403-329-1344 (or toll free at 1-877-329-1387) or by e-mail at [camklassen@orrsc.com](mailto:camklassen@orrsc.com) or [dianehorvath@orrsc.com](mailto:dianehorvath@orrsc.com).

Diane Horvath  
Planner

cc Kevin Stephenson, County of Newell CAO  
Leo Ludwig, Vulcan County CAO

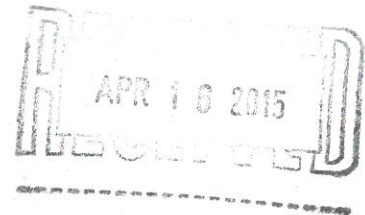
# Lac Ste. Anne County 8.1.B

4928 Langston Street  
Box 219, Sangudo, AB T0E 2A0  
www.lsac.ca



April 13<sup>th</sup>, 2015

Town of Vulcan  
PO Box 360  
Vulcan, AB T0L 2B0  
Attention: Council



## Re: FCM Women in Municipal Government Fund – Request for Support

The Federation of Canadian Municipalities (FCM) supports increased participation of women in local government. This is accomplished through education and programs that support and encourage women to get involved in local politics and leadership. FCM offers three scholarship programs that encourage this philosophy as follows:

- 1) Canadian Women in Municipal Government Scholarship: open to women students enrolled in any year of study in secondary school and who are contributing to their school's leadership team or student council,
- 2) Mayor Andree Boucher Memorial Scholarship: Rewarding student research on women in politics,
- 3) Ann McLean Award: recognizes retired women municipal politicians who have shown exemplary service to their community and constituents and to mentoring women who want to run for elected office.

The annual FCM Conference is a great opportunity to raise awareness and funds to support these initiatives and each FCM Regional Caucus takes it upon themselves to fundraise for this program when the annual conferences takes place in their region. This year the conference is being held in Alberta (Edmonton) and the Prairie and Territories Caucus has been challenged to meet or beat the funds raised by the Ontario Caucus.

**Our Caucus would like to challenge all municipalities across Alberta to assist us with this challenge by donating \$100.00 towards this worthwhile program.** All funds donated by Alberta municipalities will be added to the fundraising campaign completed during the conference and the grand total will be announced at the conference Annual General Meeting on June 7<sup>th</sup>, 2015.

Lac Ste. Anne County will be collecting all donated funds on behalf of this FCM program and will be submitting a final overall cheque of all funds collected to the FCM at the completion of the conference fundraising campaign. If your municipality is willing to contribute to this fundraising campaign, please make your cheque payable to Lac Ste. Anne County, indicate on stub that it is for the "Women in Government" fundraiser and mail to the following address prior to May 20<sup>th</sup>, 2015:

Lac Ste. Anne County  
Box 219  
Sangudo, AB T0E 2A0  
Attention: Teresa Olsen

On behalf of our Caucus, I encourage your municipality to assist us in showing how Alberta supports and champions Women in Municipal Government!

Should you have any questions regarding this request, please feel free to contact myself at [lolsvik@lsac.ca](mailto:lolsvik@lsac.ca), or Executive Secretary Teresa Olsen at [tolsen@lsac.ca](mailto:tolsen@lsac.ca) or Toll Free 1-866-880-5722.

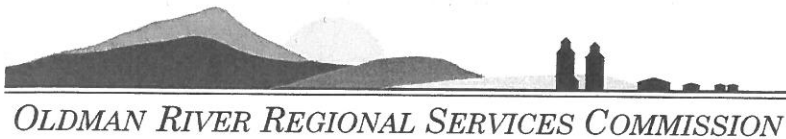
Sincerely,



Lorne Olsvik  
Chair of the FCM Prairies and Territories Regional Caucus  
Councillor, Lac Ste. Anne County

c.c. FCM

8.1.0C



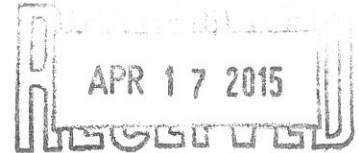
3105 - 16<sup>th</sup> Avenue North  
Lethbridge, Alberta T1H 5E8

Phone: (403) 329-1344  
Toll-Free: 1-877-329-1387  
Fax: (403) 327-6847  
E-mail: [admin@orrsc.com](mailto:admin@orrsc.com)  
Website: [www.orrsc.com](http://www.orrsc.com)

April 15, 2015

File: 50F-5

Kim Fath  
Chief Administrative Officer  
Town of Vulcan  
P.O. Box 360  
Vulcan, AB T0L 2B0



**RE: Vulcan County and Wheatland County  
Intermunicipal Development Plan (Draft)**

The Council of Vulcan County and the Council of Wheatland County in the Province of Alberta hereby give notice of their intention to consider adopting an Intermunicipal Development Plan (IDP). The IDP is intended to foster ongoing cooperation and coordination between the two municipalities and establish a framework for subdivision and development application referral requirements within the agreed-to planning area. It also provides a means to address conflict resolution between the two municipalities, and provide a forum for discussing planning matters of joint planning interest within the planning area. **The complete draft IDP document can be downloaded for viewing at [www.orrsc.com](http://www.orrsc.com) listed under Current Projects on the main page.**

As per the Municipal Government Act, Vulcan County and Wheatland County are required to hold public hearings prior to consideration of second readings of the proposed bylaws. The public hearings are scheduled to be held:

<p><b>Vulcan County</b> 10:15 a.m. – May 6, 2015 Vulcan County Council Chambers 102 Centre Street, Vulcan, AB Box 180, Vulcan, AB T0L 2B0</p>	<p><b>Wheatland County</b> 1:00 p.m. – May 12, 2015 Wheatland County Council Chambers Highway 1, R. R. 1 Strathmore, Alberta T1P 1J6</p>
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Any written comments that you may wish to make with respect to the draft Intermunicipal Development Plan may be forwarded to Vulcan County prior to April 24, 2015 and to Wheatland County prior to May 4, 2015 and those comments will be presented at the public hearings.

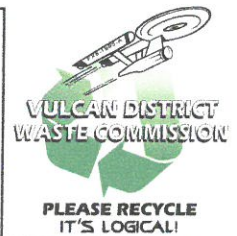
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Diane Horvath  
Planner

cc Leo Ludwig, Vulcan County CAO  
Alan Parkin, Wheatland County CAO

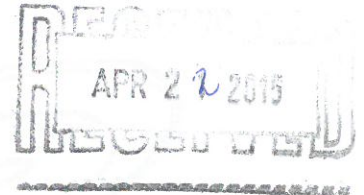


# VULCAN DISTRICT WASTE COMMISSION 8.1.D



Arrowwood, Carmangay, Champion, Lomond, Milo, Vulcan, Vulcan County

April 13 2015



Mayor and Councils

At the February Vulcan District Waste Commission meeting The Board Approved a Capital Replacement Budget for the next 5 years for Trucks and Equipment. This Budget will result in a \$1.50 per capita increase in the 2016 requisition. The Capital replacement Budget will be reviewed annually.

This increase does not include operating expenses which will be reviewed in August.

If you have any questions please contact me at 403-485-8442.

Richard Ellis

Manager

Vulcan District Waste Commission



**REDUCE REUSE RECYCLE RECOVER RESIDUES**

"Problems cannot be solved with the same level of consciousness that created them."

Albert Einstein





## MEMO

**To: Vulcan Town Council**

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

**Re: Recreation Committee – Pool overview**

**Date: April 9, 2015**

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Dear Council,

During the Vulcan and District Recreation Committee April monthly meeting, it was request by the Town of Vulcan Council through the CAO, Kim Fath, for this committee to hire an independent company to review the Vulcan Lion's Swimming Pool. The funds for this review was requested to come from the grant which the Town received to do a recreation study.

The Committee has discussed this request and is please to let Council know that they willing to oversee the review of the state of the pool is it stands now and what would be the best way to move forward. They have also agreed to pay for this review with money that is available after completely paying for the recreation review. We hope to have this completed by early fall.

Respectfully Submitted,

Bonnie Ellis  
Director of Recreation and Community Services  
Town of Vulcan

# Town of Vulcan

Request for Decision (RFD)

## Committee and Administrative Reports

Meeting: Regular Council  
 Meeting Date: **April 27, 2015**  
 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.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

- Foothills Regional Emergency Services Commission – Agenda – Minutes – January 28, 2015
- Oldman River Regional Services Commission – Minutes – February 12, 2015
- Chamber of Commerce Special Meeting – Agenda – Minutes – March 2, 2015
- Chamber of Commerce Regular Meeting – Agenda – Minutes – March 2, 2015
- Twin Valley Regional Water Commission – Agenda – Minutes – March 31, 2015
- Mayors and Reeves of Southwest Alberta – Agenda – Minutes – April 10, 2015
- Twin Valley Regional Water Commission Special Meeting – Minutes – April 13, 2015
- Vulcan Business Development Society – Agenda – Minutes – April 15, 2015

### 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 27, 2015 Town Council Meeting be received for information.

- Foothills Regional Emergency Services Commission – Agenda – Minutes – January 28, 2015
- Oldman River Regional Services Commission – Minutes – February 12, 2015
- Chamber of Commerce Special Meeting – Agenda – Minutes – March 2, 2015
- Chamber of Commerce Regular Meeting – Agenda – Minutes – March 2, 2015
- Twin Valley Regional Water Commission – Agenda – Minutes – March 31, 2015
- Mayors and Reeves of Southwest Alberta – Agenda – Minutes – April 10, 2015

Initials show support -Reviewed by:

Director:

CAO

- Twin Valley Regional Water Commission Special Meeting – Minutes – April 13, 2015
- Vulcan Business Development Society – Agenda – Minutes – April 15, 2015

Initials show support -Reviewed by:

\_\_\_\_\_  
Director:

\_\_\_\_\_  
CAO

**FOOTHILLS REGIONAL EMERGENCY SERVICES COMMISSION**  
**BOARD MEETING**

**Wednesday, January 28, 2014**

**7:00 p.m. Okotoks Fire Hall – 132 Milligan Dr. Okotoks**

**AGENDA**

**1.0 CALL TO ORDER**

**2.0 AGENDA**

**3.0 MINUTES OF MEETING – November 26, 2014**

**4.0 FINANCIAL REPORT**

4.1 Preliminary Year End Report

**5.0 OLD BUSINESS**

5.1 Business Strategy Update

5.2 AHS Mapping – Letters from AAMDC and AUMA

5.3

5.4

**6.0 NEW BUSINESS**

6.1 Back-up/Bug Out Plan Presentation

6.2 911 Center Location

6.3

6.4

**7.0 NEXT MEETING**

**8.0 IN CAMERA SESSION (standing item as needed)**

**9.0 ADJOURNMENT**

**FOOTHILLS REGIONAL EMERGENCY SERVICES COMMISSION  
BOARD MEETING**

**Wednesday, January 28, 2015**

**7:00 p.m. Okotoks Fire Hall, 132 Milligan Dr., Okotoks**

Attendance: Dr. Ed Sands, Jamie Tiessen, Cliff Ayrey, Tom Grant, Jakob Hensel,  
Gerald Pfeil, Judy Thomson, Bruce Masterman, Brenda Fenwick

Absent: Jason Schneider, Suzanne Oel

1.0 The meeting was called to order at 7:00 by Jamie Tiessen, Vice Chair

2.0 **AGENDA**

**MOTION:** by Cliff Ayrey to adopt the Agenda as presented  
**CARRIED**

3.0 **MINUTES OF PREVIOUS MEETING – November 26, 2014**

**MOTION:** by Jakob Hensel to adopt the Minutes of November 26,  
2014 as presented.  
**CARRIED**

4.0 **FINANCIAL REPORT**

The preliminary year-end report was presented. Due to the 911 Grant funding it is anticipated that FRESC will realize an approximate surplus of \$130,000. This preliminary report is subject to final adjustments that may be required through the audit process.

**MOTION:** by Judy Thomson to accept the Financial Report as  
information.  
**CARRIED**

5.0 **OLD BUSINESS**

5.1 **Business Strategy Update**

**Regional First Alert System**

Two meetings with representation from each partner municipalities have been held – there is very positive interest from all municipalities. The Town of High River and the M.D. of Foothills offered to provide a demonstration of the system to the municipalities and show how the system actually works for them. The demo provided for good discussions on the pros and cons of the system.

Comm-Alert has been requested to provide a schematic of how the system will look as a Regional platform and to draft a contract that will confirm the pricing model and the services provided.

Next Steps:

- Await information from Comm-Alert
- Develop levels of participation
- Begin development of draft protocols
- Investigate mapping components

**First Responder Radio Communications System**

No report.

**Expanded Peace Office Monitoring**

Work continues with the Peace Officer complaint taking and dispatch pilot project. It is expected to begin mid-February.

Newell County began receiving service from FRESC in early December on a 90 day trial. The trial is going very well and they are very happy with the service.

**Advertise and Market FRESC Services/Establish Brand**

No Report. An update will be provided for next meeting.

**MOTION:** by Dr. Ed Sands to accept the Business Strategy Update as provided.

**CARRIED**

**5.2 AHS Mapping – Letters from AAMDS and AUMA**

Copies of the letters of support have been received by AUMA and AAMDC. These letters were sent to AHS in early December and no response has been received to date. Brenda will follow up with these agencies as well as AHS.

6.0 **NEW BUSINESS**

6.1 **Back up/Bug Out Plan Presentation**

A presentation providing an overview of the updated Business Continuity plan was given. The Board requested a formal document be provided at the next meeting. This document will require Board approval.

6.2 **911 Center Location**

A brief discussion was held concerning the possibility that AHS will request FRESC to vacate the space currently occupied by the 911 Center. There is a need to begin to investigate potential locations and requirements for appropriate infrastructure. Local AHS management are aware that it is not easy to relocate the 911 center and that appropriate notice must be given.

7.0 **NEXT MEETING** - The next meeting will be held on March 25, 2015 at 7:00 p.m. at the Okotoks Fire Hall.

8.0 **EXECUTIVE DIRECTOR REPORT**

Brenda Fenwick presented the Executive Director Report for December 2014/January 2015.

**MOTION:** by Dr. Sands to accept the Executive Director's report as information.

**CARRIED**

9.0 **In Camera – Personnel Discussions**

**MOTION:** by Ed Sands to go in camera at 8:00 p.m.

**CARRIED**

**MOTION:** by Jacob Hensel to go out of camera at 8:09 p.m.

**CARRIED**

10.0 **MOTION:** by Judy Thomson to adjourned the meeting at 8:10 p.m.

**CARRIED.**



## OLDMAN RIVER REGIONAL SERVICES COMMISSION

### MINUTES - 1 (2015)

#### EXECUTIVE COMMITTEE MEETING

Thursday, February 12, 2015 at 7:00 p.m.

ORRSC Boardroom (3105 - 16 Avenue North, Lethbridge)

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#### EXECUTIVE COMMITTEE:

Gordon Wolstenholme - *Chair*  
Henry Van Hierden - *Vice-Chair*  
Don Anderberg  
Jim Bester

Bill Chapman  
David Hawco  
Tom Rose

#### STAFF:

Lenze Kuiper – *Director*

Barb Johnson – *Executive Secretary*

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#### AGENDA:

1. **Approval of Agenda** – February 12, 2015.....
2. **Delegation** – Derek Taylor, KPMG – Financial Reports & Audits
3. **Approval of Minutes** – November 13, 2014 .....(attachment)
4. **Business Arising from the Minutes**
5. **New Business**
  - (a) SSRP Workshop and SDAB Workshop .....
  - (b) Vehicle Sale and Purchase ..... (handout)
  - (c) LARB, CARB, MGB Update ..... (handout)
  - (d) Fee For Service Update .....(attachment)
  - (e) Municipal Borrowing Bylaw Form (Revolving Line of Credit) .....(attachment)
  - (f) CPAA Conference – April 13-15, 2015 in Red Deer .....(attachment)
6. **Accounts**
  - (a) Office Accounts –
    - (i) October 2014 .....(attachment)
    - (ii) November 2014 .....(attachment)
    - (iii) December 2014 .....(attachment)
  - (b) Financial Statements –
    - (i) January 1 - October 31, 2014.....(attachment)
    - (ii) January 1 - November 30, 2014.....(attachment)
    - (iii) January 1 - December 31, 2014 .....(attachment)

7. Director's Report .....
  8. Executive Report .....
  9. Adjournment .....
- 

CHAIR GORDON WOLSTENHOLME CALLED THE MEETING TO ORDER AT 7:00 P.M.

**1. APPROVAL OF AGENDA**

Moved by: David Hawco

THAT the Executive Committee approve the agenda, as presented.

**CARRIED**

**2. DELEGATION – Derek Taylor, KPMG – Financial Reports & Audits**

- Derek Taylor of KPMG LLP was invited to attend the meeting to answer a number of questions regarding our financial reporting and the audit. Mr. Taylor briefly explained the audit process and purpose to assist management in preparing financial statements and provide an opinion on the organization's financial position. A financial information return is also prepared for the province to meet their requirements.
- The Executive questioned why some items on the monthly financial statements do not reflect current month figures and if this can be rectified. Mr. Taylor explained that some adjustments have traditionally been a year-end entry done by the auditor, but that these could be done on a monthly or quarterly basis by the bookkeeper. More accounts can also be created for internal purposes, if desired. Once the key items requiring adjustments have been identified (e.g. accrued vacation leave, cash flow, fee for service, etc.), his staff is available to walk through the adjusting entry process with the bookkeeper.
- In order to keep better track of grant project funding, one member suggested that grants could be set up as a reserve account with all revenue and expenses for that project being accounted for.

**3. APPROVAL OF MINUTES**

Moved by: Henry Van Hierden

THAT the Executive Committee approve the minutes of November 13, 2014, as presented.

**CARRIED**

**4. BUSINESS ARISING FROM THE MINUTES**

- None.

**5. NEW BUSINESS**

**(a) SSRP Workshop and SDAB Workshop**

- Lenze Kuiper and Mike Burla met with Bev Yee of the Land Use Secretariat who has now moved on to another provincial government position and imparted our concerns with achieving and meeting compliance with the SSRP. In response, her department (through Eleanor Mohammed) has now put together an online course for municipal compliance in

conjunction with the Alberta Land Use Knowledge Network scheduled for the end of April. Her office will also be presenting at the CPAA Conference in Red Deer in April 2015. Pending budgeting restrictions, Eleanor has promised us a live workshop in May with ESRD and Municipal Affairs representation. We hope to host this event in conjunction with Mayors & Reeves and open it up to all southern Alberta municipalities – details to follow. Ian Donovan has been invited to discuss Regional Plans with our planning staff.

- ORRSC has had numerous requests to provide training to local SDABs and we are pleased to announce we are putting together a course outline (full day) and will announce a date for course delivery soon. We are aiming for late April or early May. Providing these opportunities for municipal education are just one of the many things our Commission is committed to providing members.

**Moved by: Don Anderberg**

THAT the Executive Committee accept the SSRP and SDAB Workshop discussion, as information. **CARRIED**

**(b) Vehicle Sale and Purchase**

- The 2009 Dodge Caliber SXT was sold privately for \$5,200 (approx. 160,000 km) and a spreadsheet containing eight quotes for various replacement vehicles was reviewed. The two lowest quotes were a Jeep Patriot North 4x4 (\$22,390.00) and a Chevrolet Equinox AWD (\$22,490.25), with the Equinox being preferred by ORRSC staff.

**Moved by: Don Anderberg**

THAT the Executive Committee approve the purchase of a Chevrolet Equinox from Murray Chev Olds for \$22,490.25 + GST as quoted. **CARRIED**

**(c) LARB, CARB, MGB Update**

- ORRSC currently offers optional Assessment Review Board services to 24 of its member municipalities for a \$200 annual participation fee. Director Lenze Kuiper is trained as a Clerk and handles the organization of the hearings. Assessors work with the applicants to resolve issues if possible, and some appeals are withdrawn prior to the hearing. The Clerk determines which board hears the appeal and hearing costs are billed to the municipality affected:

Local Assessment Review Board (LARB) – residential and agricultural: RARB

Commercial Assessment Review Board (CARB) – commercial: MGB

- Our Regional Assessment Review Board processed 12 assessment appeals in 2014 resulting in only 4 hearings [LARB – Fort Macleod (1), County of Warner (1); CARB – Milo (1), Fort Macleod (1)].

**(d) Fee For Service Update**

- We are in the process of developing new Project Management – Quote/Invoicing procedures and a revised Fee For Service Update. Members suggested a cash income forecast for the year (possibly reassessed every 6 months) as well as dates and % complete be added.

**Moved by: Tom Rose**

THAT the Executive Committee accept the Fee For Service update, as information. **CARRIED**

**(e) Municipal Borrowing Bylaw Form (Revolving Line of Credit)**

- In order to maintain a \$500,000 revolving line of credit for ORRSC, ATB Financial requires the Chair and Director to sign a municipal borrowing bylaw and record its approval by the Executive Committee in the minutes of the first meeting of each year. Therefore, a resolution is required authorizing the Chair and Director to sign the bylaw.

**Moved by: Don Anderberg**

THAT the Executive Committee authorize the Chair and Director to endorse the 2015 Municipal Borrowing Bylaw Form (Revolving Line of Credit) for ATB Financial. **CARRIED**

**(f) CPAA Conference – April 13-15, 2015 in Red Deer**

- ORRSC normally sponsors two or three Executive members to attend the annual CPAA Conference in Red Deer (including registration, accommodation, mileage, meals). Gordon Wolstenholme and Jim Bester will attend, and Bill Chapman will advise by the end of next week.

**Moved by: Henry Van Hierden**

THAT the Executive Committee authorize up to three of its members to attend the CPAA Conference on April 13-15, 2015 in Red Deer on behalf of ORRSC. **CARRIED**

**6. ACCOUNTS**

**(a) Office Accounts –**

**(i) October 2014**

5150	Staff Mileage .....	R. Dyck .....	\$ 79.00
5151	Vehicle Gas & Maintenance .....	Imperial Oil .....	181.67
5280	Janitorial Services .....	Madison Ave Business Serv. (Sept.) ..	475.00
5320	General Office Supplies .....	Madison Ave Business Serv. (Sept.) ..	11.69
5280	Janitorial Services .....	Madison Ave Business Services .....	475.00
5285	Building Maintenance .....	Spencer Dakin Kuiper .....	1,236.00
5285	Building Maintenance .....	Weing's Sprinkler .....	95.00
5310	Telephone .....	Telus Communication .....	97.89
5310	Telephone .....	Telus Communication .....	114.99
5310	Telephone .....	Bell Mobility .....	624.60
5320	General Office Supplies .....	Desjardin Card Services .....	175.77
5320	General Office Supplies .....	Desjardin Card Services .....	140.08
5320	General Office Supplies .....	Total Office Plus .....	12.58
5320	General Office Supplies .....	Toal Office Plus .....	16.94
5320	General Office Supplies .....	Desjardin Card Services .....	27.08
5380	Printing & Printing Supplies .....	Desjardin Card Services .....	42.25
5320	General Office Supplies .....	Petty Cash (Tylenol) .....	19.99
5520	Meetings .....	Petty Cash (Tim Horton's) .....	16.49
5530	Coffee & Supplies .....	Petty Cash (coffee, tea, paper towels) .....	126.61
5330	Dues & Subscriptions .....	Government of Alberta .....	50.00
5330	Dues & Subscriptions .....	AMDSP .....	1,765.00
5330	Dues & Subscriptions .....	Sunny South News .....	22.00

5330	Dues & Subscriptions .....	Temple City Star .....	52.00
5350	Postage & Petty Cash .....	Postage by Phone.....	1,500.00
5390	Graphic & Drafting Supplies .....	Total Office Plus.....	18.16
5390	Graphic & Drafting Supplies .....	CIP .....	1,037.45
5430	Aerial Photos & Maps .....	County of Warner.....	96.00
5430	Aerial Photos & Maps .....	Vulcan County.....	145.15
5440	Land Titles Office .....	Minister of Finance.....	289.00
5500	Subdivision Notification .....	Lethbridge Herald .....	156.00
5536	Rural IMDP Grant .....	Perry A. Stein Consulting.....	1,442.75
5536	Rural IMDP Grant .....	Perry A. Stein Consulting.....	1,730.00
5580	Equipment & Furniture Rental .....	Xerox Canada .....	960.00
5590	Equipment & Furniture Purchases .....	Reiter Computer Associates .....	1,476.20
1160	GST Receivable .....	GST Receivable .....	572.25
<b>TOTAL</b>			<b><u>\$15,280.59</u></b>

**(ii) November 2014**

5160	Staff Field Expense .....	Jaime Thomas .....	\$ 330.99
5151	Vehicle Gas & Maintenance .....	Imperial Oil .....	494.04
5151	Vehicle Gas & Maintenance .....	Petty Cash (2 oil changes) .....	145.41
5320	General Office Supplies .....	Petty Cash (dishwand & refills) .....	10.42
5520	Meetings .....	Petty Cash (Klassy Bakery) .....	24.15
5280	Janitorial Services .....	Madison Ave Business Services .....	425.00
5285	Building Maintenance .....	Wild Rose Horticultural .....	300.00
5310	Telephone .....	Bell Mobility .....	626.00
5310	Telephone .....	Telus .....	392.13
5320	General Office Supplies .....	Desjardin Card Services .....	26.88
5380	Printing & Printing Supplies .....	Desjardin Card Services .....	209.80
5330	Dues & Subscriptions .....	ASET (M. Kristic) .....	305.00
5430	Aerial Photos & Maps .....	M.D. of Willow Creek .....	200.00
5440	Land Titles Office .....	Minister of Finance .....	130.00
5460	Public Relations .....	Sobeys .....	125.91
5460	Public Relations .....	Costco .....	217.99
5460	Public Relations .....	Mike Burla .....	350.00
5460	Public Relations .....	Costco .....	29.88
5530	Coffee & Supplies .....	Costco .....	78.73
5520	Meetings .....	Costco .....	256.43
5531	GIS Grant .....	Pacific Alliance Technologies .....	12,000.00
5532	Assessment Review Board .....	G. Robinson .....	136.00
5532	Assessment Review Board .....	D. Gillespie .....	200.00
5532	Assessment Review Board .....	J. Willms .....	120.00
5570	Equipment Repairs & Maintenance .....	Reiter Computer .....	50.00
5580	Equipment & Furniture Rental .....	Xerox Canada .....	2,389.58
5580	Equipment & Furniture Rental .....	Telus .....	153.60
1160	GST Receivable .....	GST Receivable .....	883.60
<b>TOTAL</b>			<b><u>\$20,611.54</u></b>

**(iii) December 2014**

5150	Staff Mileage .....	Sherry Johnson (Aug - Dec) .....	\$ 107.00
5320	General Office Supplies .....	Sherry Johnson (Aug - Dec) .....	41.97
5530	Coffee & Supplies .....	Sherry Johnson (Aug - Dec) .....	6.87
5536	Rural IMDP Grant .....	C. Klassen .....	96.13
5151	Vehicle Gas & Maintenance .....	Imperial Oil .....	389.66
5151	Vehicle Gas & Maintenance .....	Imperial Oil .....	172.59
5170	Staff Conference & Area .....	Brownlee LLP .....	125.00
	Calgary - "Emerging Trends Seminar" - February 19/15		
5285	Building Maintenance .....	Wild Rose Horticultural .....	300.00
5285	Building Maintenance .....	Kost Fire .....	163.80
5310	Telephone .....	Bell Mobility .....	746.25
5310	Telephone .....	Telus .....	381.25
5580	Equipment & Furniture Rental .....	Telus .....	153.66
5310	Telephone .....	Telus .....	409.21
5310	Telephone .....	Telus .....	82.37
5320	General Office Supplies .....	Total Office Plus .....	51.42
5320	General Office Supplies .....	Pitney Bowes .....	60.82
5320	General Office Supplies .....	Desjardin Card Services .....	36.50
5380	Printing & Printing Supplies .....	Desjardin Card Services .....	158.94
5330	Dues & Subscriptions .....	APPI .....	1,549.20
	- Bonnie Brunner, Ryan Dyck, Spencer Croil		
5430	Aerial Photos & Maps .....	Vulcan County .....	142.90
5440	Land Titles Office .....	Minister of Finance .....	178.00
5500	Subdivision Notification .....	Lethbridge Herald .....	823.68
5500	Subdivision Notification .....	Lethbridge Herald .....	416.52
5531	GIS Grant .....	Blackbridge Networks .....	4,586.40
5532	Assessment Review Board .....	D. Gillespie .....	300.00
5532	Assessment Review Board .....	G. Robinson .....	236.00
5540	Other .....	LAPP .....	10.48
5570	Equipment Repairs & Maintenance .....	Reiter Computer .....	75.00
5570	Equipment Repairs & Maintenance .....	Xerox .....	789.77
5580	Equipment & Furniture Rental .....	Xerox .....	838.74
5580	Equipment & Furniture Rental .....	Pitney Bowes .....	297.13
1160	GST Receivable .....	GST Receivable .....	615.22
	<b>TOTAL</b>		<b><u>\$14,342.48</u></b>

**Moved by: Henry Van Hierden**

THAT the Executive Committee approve the Office Accounts of October (\$15,280.59), November (\$20,611.54) and December (\$14,342.48) 2014, as presented. **CARRIED**

**(b) Financial Statements –**

- (i) January 1 - October 31, 2014**
- (ii) January 1 - November 30, 2014**
- (iii) January 1 - December 31, 2014**

- The Director explained some of the discrepancies between budget and actual figures in the December 31, 2014 unaudited financial statement. A surplus of approximately \$10,000 was achieved in 2014.

**Moved by: David Hawco**

THAT the Executive Committee approve the following unaudited financial statements:

January 1 - October 31, 2014  
January 1 - November 30, 2014  
January 1 - December 31, 2014

**CARRIED**

#### **7. DIRECTOR'S REPORT**

- The Director attended a Municipal Government Board member workshop which reviewed quasi-judicial process, gravitas of the Board, case law, importance of reasons for decisions and relevant provisions for various decisions.

#### **8. EXECUTIVE REPORT**

- Committee members reported on various projects and activities in their respective municipalities.

#### **9. ADJOURNMENT**

**Moved by: Jim Bester**

THAT we adjourn the regular meeting of the Executive Committee of the Oldman River Regional Services Commission at 9:05 p.m. until **Thursday, March 12, 2015 at 7:00 p.m.**

**CARRIED**

/bj

CHAIR:



VULCAN AND DISTRICT CHAMBER OF COMMERCE  
6:30 PM, MONDAY, MARCH 2, 2015  
VULCAN LODGE HALL

**AGENDA**

6:30 pm – 1. Call to order

6:35 pm – 2. Guest speakers:

- Mr. John Barlow, MP for Macleod with Martin Shields
- Kim Daniels, Resource Coordinator, Vulcan County Early Childhood Development Coalition

7:15 pm – 3. Additions to Agenda – Adoption

7:20 pm – 4. Adoption of Minutes

7:25 pm – 5. Treasurer's Report – Danyel Fath

7:30 pm – 6. Membership Report – Sarah Vaudry

7:35 pm – 7. Tourism Report – Shannon Clarke

7:40 pm – 8. Status update regard United Way – Karen Currie

7:45 pm – 9. New business - Appointment and approval of auditors

7:50 pm – Next meeting – Monday, April 6, 2015 @ 6:30 pm

7:55 pm – Adjournment

Vulcan and District Chamber of Commerce

March 2, 2015 General Meeting Minutes

Vulcan Lodge Hall

1. Call to Order: 18:39 by Lyle Magnuson
2. Guest Speaker: John Barlow w/ Martin Shields
  - a) Update on Temporary Foreign Worker Program
  - b) Information on Apprenticeship Loan Program, offering up to a \$4k bursary per semester for skilled trades
  - c) Future Premier Program-aimed at young people looking to start businesses
  - d) Small business job grant, lowering EI premiums for small business
  - e) Update on Free Trade Agreement with Republic of Korea
3. Presentation from Kim Daniells and Katie Wade from Vulcan Early Childhood Development Coalition on "family friendly" business initiative.
4. Additions to Agenda: None. Motion to pass agenda by Charntelle Koch
5. Previous Minutes: approved by Sandra Fulton
6. Treasurer's report: Danyel Fath. Motion to accept by Tony Scott
7. Membership report: Sarah Vaudry. Motion to accept by Charntelle Koch
8. Tourism Report: No report
9. Update on United Way community initiative: Karen Currie. Vulcan will be the pilot project for small community charity programs.
10. New Business:
  - a) Requirement for annual Chamber audit. Tabled until April meeting.
  - b) VBIT: Looking for chamber representation on their committee. Candidate to be sought from general membership.
11. Next meeting: Monday, April 13th, Vulcan Lodge Hall.
12. Adjourned 20:02 by Tony Scott.

VULCAN AND DISTRICT CHAMBER OF COMMERCE  
SPRECIAL MEETING  
7:45 PM, MONDAY, MARCH 2, 2015  
VULCAN LODGE HALL

1. Review and adoption of Vulcan and District Chamber of Commerce Bylaws.

Vulcan and District Chamber of Commerce

March 2, 2015 Special Meeting

Vulcan Lodge Hall

1. Call to Order: 20:03 by Lyle Magnuson
2. Review and call to Adopt Chamber Bylaws
3. Motion to accept bylaws: Karen Currie. Seconded by Charntelle Koch. Passed.
4. Adjourned by Lyle Magnuson 20:10



Agenda  
March 31, 2015  
9:00am  
Water Treatment Plant  
Vulcan

1. Call to order
2. Additions to Agenda
3. Adoption of Agenda
4. Adoption of Minutes
5. Reports
  - a. Chairperson
  - b. Operations Report
  - c. Financial
  - d. Manager's Report
6. New Business
  - a. Town contract
  - b. Business plan
  - c. Board meeting attendance
  - d. Kearwater Equipment invoice of 16,098.60
  - e. Repairs to chlorine pumping system 10,769.81
  - f. Motion to set up loans at A T B
  - g. Motion to pay Ian Woodman invoice of 16,695.00
7. in camera
8. Next Meeting Date: **April 21, 2015**, 9:00am, water plant
9. Adjournment



## Meeting Minutes March 31 2015

In Attendance: Jamie Smith

John Seaman

Kym Nichols

Aarron Matlock

Cecil Sabourin

Georgia Lee Debolt

Derrick Annable

Harold Lewis

Absent: Murray McLean

1. Meeting called to order by Chairperson Nichols @ 9:00 a.m.
2. Additions to agenda. nil
3. Adoption of agenda by Jamie Smith ,carried
4. Adoption of Feb. 24 meeting minutes by Georgia Lee Debolt , carried
5. Reports:
  - a. Chair: Kym Nichols –working on business plan, signing cheques, working on contract
  - b. operations, as presented
  - c. Financial, as presented
  - d. Managers report as circulated
6. New Business:

Aarron Matlock moved board into camera, carried, in camera at 9:20 out at 9:50

  - a. Town Contract. Moved by Aarron Matlock to accept operations contract as proposed: carried
  - b. Business Plan. It was decided to hold a special meeting on April 13 2015 to review business plan
  - c. Meeting attendance. Discussed the importance of meeting attendance
  - d. Klearwater invoice. Moved by Aarron Matlock to pay Klearwater invoice of 16,098.60
  - e. Plant repairs .Moved by Derrick Annable to authorize repair of 10,769.81. carried
  - f. Motions for A T B loans. Moved by Aarron Matlock that chairperson and manager arrange to set up two loans at the A T B . One being for 892,175 second to be for 433,635, the term being 22 years with an option to pay out the 433,635 if and when A T grant is received: carried
  - g. Ian Woodman invoice. Moved by John Seaman that the Woodman White & OlsenCo invoice of 16,695 be paid.

Moved by J Seaman that Woodman White Olsen & Co. be only utilized for auditing purposes as per their contract .: carried

8. Next Meeting. Business plan review April 13 2015

9. Adjournment. Meeting adjourned 10:20 A M



# Mayors & Reeves of Southwest Alberta

## AGENDA

FRIDAY, April 10, 2015 - 1:00 PM  
Culver City Room, Lethbridge City Hall  
910 – Fourth Avenue South, Lethbridge

Chairman – Mayor George Bohne

- 1.0 WELCOME AND INTRODUCTIONS
- 2.0 ADDITIONS TO / APPROVAL OF THE AGENDA
- 3.0 ADOPTION OF THE March 6, 2015 MINUTES
- 4.0 BUSINESS ITEMS ARISING FROM THE MINUTES

*Please silence all  
electronic devices  
– thanks!*

ACTION ITEMS FROM MARCH MINUTES:	PERSON RESPONSIBLE
Provide details for meeting room for Joint M & R Meeting in Taber on June 12	Mayor Henk deVlieger

### 5.0 REPORTS

- 5.1 MP Reports
- 5.2 MLA Reports
- 5.3 Alberta Southwest Regional Alliance Report – Mayor Blair Painter (*attachment*)
- 5.4 SouthGrow - Mayor Maggie Kronen
- 5.5 AUMA – Mayor Kim Craig
- 5.6 AAMD&C – Bob Jones
- 5.7 Associate Dean's Advisory Council – Mayor Tom Butler
- 5.8 Oldman Watershed Council – Reeve Brian Brewin/Mayor Blair Painter
- 5.9 Highway #3 Association – Mayor Rene Gendre

### 6.0 BUSINESS

- 6.1 Alberta Health Services Report Update – Mayor George Bohne
- 6.2 June joint meeting agenda – Mayor George Bohne

### 7.0 UPCOMING MEETINGS

(all meetings are at 1 pm, Culver City Room, Lethbridge City Hall except June 12)

Friday, April 10 - Dr. Mike Mahon, President, University of Lethbridge

Friday, May 1 - Allison Scott, New Home Buyer Protection Program

Friday, June 12 – Joint meeting with M & R of Southeast Alberta in Taber

### 8.0 ADJOURNMENT

If you have any community information that you would like to have distributed to the M & R group, please send it to me via email [mayorsandreeves@shaw.ca](mailto:mayorsandreeves@shaw.ca) and I will send it out.



# Mayors & Reeves of Southwest Alberta

## MINUTES

FRIDAY, April 10, 2015 - 1:00 PM  
Culver City Room, Lethbridge City Hall

### PRESENT:

Mayor George Bohne, Chair	Town of Raymond	Mayor Henk De Vlieger	Town of Taber
Mayor Gordon Reynolds	Town of Bow Island	Mayor Margaret Plumtree	Town of Vauxhall
Mayor Maggie Kronen	Town of Cardston	Mayor Thomas Grant	Town of Vulcan
Mayor Kim Craig	Town of Coaldale	Chair Brian (Barney) Steeves	ID 04 Waterton Lakes NP
Dep. Mayor Bill Chapman	Town of Coaldale	Mayor Tom Butler, Vice Chair	Village of Coutts
Mayor Dennis Cassie	Town of Coalhurst	Mayor Eric Jensen	Village of Barnwell
Coun. Marvin Slingerland	Town of Coalhurst	Mayor Don McDowell	Village of Nobleford
Mayor Blair Painter	Crowsnest Pass Mun.	Mayor Tyler Lindsay	Village of Warner
Mayor Rene Gendre	Town of Fort Macleod	Reeve Brian Hammond	MD of Pincher Creek
Coun. Gord Wolstenholme	Town of Fort Macleod	Dep. Reeve Harry Streeter	MD of Ranchland
Mayor David Hawco	Town of Milk River	Reeve Neil Wilson	MD of Willow Creek
Mayor Wendy Jones	Town of Picture Butte	Reeve Fred Lacey	Cardston County
Mayor Don Anderberg	Town of Pincher Creek	Dep. Reeve Phil Jensen	County of Warner
Mayor Gentry Hall	Town of Stavely	Bev Bellamy	Admin. Assistant

### Guests:

John Barlow, MP, Macleod  
Rachel Harder, PC candidate

Bob Jones, AAMD&C Rep

### 1.0 WELCOME AND INTRODUCTIONS

Chairman Bohne called the meeting to order at 1:00 pm and welcomed guest Rachel Harder, Progressive Conservative candidate.

### 2.0 ADOPTION OF THE AGENDA

Moved by Mayor Tom Butler to adopt the agenda with the following additions:

- 6.1a – Report from meeting with Minister Mandel on March 13 – Mayor George Bohne
- 6.1b – Report from teleconference meeting with Alberta Health Services – Mayor George Bohne
- 6.3 – Proposed new drinking water regulations – Mayor Gordon Reynolds.

**Carried.**

### 3.0 ADOPTION OF THE MARCH 6 MEETING MINUTES

Moved by Mayor David Hawco to adopt the March 6, 2015 minutes. **Carried.**

### 4.0 BUSINESS ITEMS ARISING FROM MINUTES

- The combined meeting of the Mayors & Reeves of Southwest and Southeast Alberta will be held on June 12, 1 pm at the Heritage Inn in Taber, Rooms C & D.

### 5.0 REPORTS

#### 5.1 MP Reports

##### John Barlow, MP Macleod

- Agriculture Minister Gerry Ritz expanded the Advance Payments Program (APP) to help agricultural producers benefit from the best market conditions by improving their cash flow throughout the year. Starting April 1, 2015, producers can apply for cash advances for all their commodities with one application with a single administrator, reducing their paperwork.
- Last year 21,000 producers accessed almost \$1.9 billion in advances through APP.
- The new family prosperity plan has made changes to child care benefits, Tax-Free Savings Account and specific tax cuts for families, workers, seniors and job creators.

- Discussion on the Temporary Foreign Workers Program (TFWP) and the tough situations resulting with present layoffs. Some jobs are being filled temporarily because of the oil sands layoffs, but many in the oil sands are going on Employment Insurance and waiting to be rehired. Employers are not anxious to hire as they know they will leave when other opportunities become available.
- MP Barlow stated that the Express Entry system is faster and less paperwork than the TFWP and is the best avenue to keep good, skilled workers here. The April 1 deadline for TFWP was difficult for some and some will have to go home; need to realize that it was only a temporary program.
- Appreciation was expressed to MP Barlow for his extra initiative to make all aware of the federal programs that are available.

If you wish to receive updates and/or subscribe to MP Barlow's newsletters, visit

<http://johnbarlowmp.ca> or <http://johnbarlowmp.ca/news/read-the-newsletter/>

## 5.2 MLA Reports – no reports

## 5.3 Alberta Southwest Regional Alliance Report – Mayor Blair Painter

- Representatives from Alberta SW attended the Digital Futures Symposium at the University of Alberta to discuss high speed broadband and how it is a long-term investment that is vital to the future of our communities.
- Final results of the 13 WAYS Community Audits information will be presented on May 13 with Doug Griffiths.
- Representatives from AlbertaSW attended the Montana Governor's Conference on tourism in Helena, MT. The new Crown of the Continent website is up and running: [www.crownofthecontinent.net](http://www.crownofthecontinent.net)
- Upcoming events are detailed on the report distributed with the April agenda.
- Bev Thornton is available to give a report on broadband initiatives to the M & R; it was decided to invite her to present in the fall and Mayor Bohne will organize it.

## 5.4 SouthGrow – Mayor Maggie Kronen

- Broadband mapping project is progressing well.
- Consultant is in place for the Investment Readiness Profile.
- Looking forward to see positive action to move forward to benefit communities from the Economic Summit.

## 5.5 AUMA – Mayor Kim Craig

- Webinar will be held on April 28 at 11 am on the topic of ambulance dispatch; go to the AUMA website to connect to it.
- Mayors' caucus will be held in Strathmore June 17, 18 & 19.
- Attended a conference call presentation by Alberta Capital Finance Authority board regarding what Capital Finance does and how they structure loans, etc. Mayor Craig could ask Troy if he could do a similar presentation to the Mayors & Reeves.

## Southern Alberta Energy-from-Waste Association (SAEWA) – Mayor Kim Craig

- SAEWA AGM will be held in Champion on April 24, everyone is welcome to attend. If interested please let Mayor Craig know asap by email [mayor@coaldale.ca](mailto:mayor@coaldale.ca) or phone 403-315-3468.
- Received grant approval for the business plan for management waste.

**5.6 AAMD&C – Councillor Bob Jones**

- Spring convention was held March 17-20 with over 650 in attendance and 19 Ministers attended the sessions.
- Had good speakers from University of Calgary re consumer advocates and what is happening in southern Alberta.
- Discussed budget concerns, concerns in southern Alberta re no bridge funding and the bridges being closed.
- Spending time on MGA review meetings and working together with associations.
- AAMD&C Director, President and representative (Bob) go to each of the 13 counties south of Calgary to meet with them one on one every three years.
- Preparing for the upcoming election and the spring convention.
- The resolution re the Rural Home Warranty Program needed a 2/3 vote to pass, went 50/50. People seem to still think that they want to end this program, rather than making it optional.
- Discussion on Alberta First Responders emergency service systems and the communication challenges that will arise because of this radio system and not everyone being on the same system.

**5.7 Associate Dean's Advisory Council - Mayor Tom Butler**

- No report; next meeting will be held in September.

**5.8 Oldman Watershed Council – Mayor Blair Painter**

- Memberships need to be completed/renewed by April 30, 2015.

**5.9 Highway #3 Association – Deputy Mayor Bill Chapman**

- Made a request in February for funding to twin Highway #3. The Capital Plan has delegated \$6.7 billion in transportation through the province; hoping some work will commence on Highway #3.
- Some upgrades have been completed to Highway #3 in the Crowsnest Pass and accelerate/decelerate lanes were approved for Coalhurst. A roundabout has been approved for the intersection of Highway 23 and Highway 529.
- Starting advocacy plans for economic planning in relation to Highway #3. Want to engage several groups in this, such as the Canadian Badlands, Community Futures offices and Economic Development Lethbridge.
- Sent letters of invitation to the Chiefs of the Piikani and Kanai First Nations to join this group.
- Mayor Anderberg reported that at the Mayors' caucus the Deputy Minister of Transportation talked about various initiatives and the shift in transportation philosophy, that it's not only road counts that are important but the economic impact of these roads to municipalities. Economy of the area has a lot to do with the quality of road that you have.

**6.0 BUSINESS**

**6.1 Alberta Health Services Report Update – Mayor George Bohne**

**6.1.a Report from meeting with Minister Mandel on March 13**

- Dr. Gavin Parker spoke to the December Mayors & Reeves meeting about strategies to aid rural communities. From that, a meeting with Minister Mandel was set up and Mayors Anderberg and Spearman attended. The information discussed with Minister Mandel was circulated at today's meeting; copy attached to these minutes.

- A request was made to the Mayors & Reeves to participate in a pilot project. Discussion on putting the health regions back in place; Minister Mandel suggested that once regions are in place, the money will follow and the regional board with regional input can decide what's best for communities. The province would supply the dollars for equipment; the region would decide where it would go.

#### 6.1.b Teleconference meeting report with AHS

- This morning, Mayor Bohne attended a teleconference meeting with Alberta Health Services which included Chinook and Palliser regions, district managers, Sean Chilton and a rep from SE Mayors & Reeves.
- There is a big discontent between AHS and the regions. The government is now saying they want to organize the province into 8-10 districts, with one board for each district and an advisory board of 10-15 members for each district.
- Mandated assignment now for each community is to determine three things:
  1. Determine the exact number of districts needed in the south (2 may be adequate) is there a need for 3?
  2. How would you select 10-15 people to serve on an advisory board?
  3. What are the roles and responsibilities for this advisory board?

Discussion followed:

- Using the term "advisory board" raises a red flag. Advisory boards in the past were a complete waste of time. Need government to define the word advisory and give the board some real responsibility in order to get good input and local involvement.

Mayor Bohne has committed on behalf of the M & R that each community will send their four best people to the meeting that will be called after the election.

- Each community will be able to send four representatives to this meeting; in the southwest zone, that would be approximately 100 people.
- It is suggested to have 2 or 3 elected officials plus one more person to represent your community; but the decision of who will represent your community at this meeting is up to each community.
- Need to take full advantage of this opportunity, take these three questions back to your councils, get feedback from your communities and be prepared to discuss this when the meeting is called.
- The Mayors & Reeves group can hold a special meeting after it is over, if necessary, to talk about the results of this meeting.

For further information, see below for electronic link/copies of Dr. Starke's report and media releases provided by Reeve Wilson.

Alberta Health Services Review – Dr. Richard Starke

<http://www.health.alberta.ca/documents/Rural-Health-Services-Review-2015.pdf>

#### Media Releases

- AHS Action to improve rural health care media release (copy attached)
- New investments will improve access to health care (copy attached)

## 6.2 Request to join M & R of Southwest Alberta

Mayor Bohne received a request from Mayor Sharlene Brown, Town of Black Diamond, to join the SW M & R.

Moved by Mayor David Hawco to welcome Mayor Sharlene Brown, Town of Black Diamond to the Mayors & Reeves of Southwest Alberta. **Carried.**

## 6.3 Proposed New Drinking Water Regulations – Mayor Gordon Reynolds

- Mayor Reynolds attended a conference in Banff where it was advised that changes are being made to the water regulations that will be implemented in May 2017.
- Mayor Bohne had further information and a summary on these proposed changes; this document will be included with the minutes.
- The questions on water regulation changes need to be posed at forums as questions for the candidates before the election.

## 6.4 June Joint Meeting Agenda – Mayor George Bohne

- Working on the possibility of the Premier attending this meeting; not sure if this is realistic.
- Health services presentation will probably be postponed because of election; there might be a possibility that Minister Mandel would come to discuss Dr. Starke's report.
- Water issues – how the change in Alberta Environment rulings re water has impacted communities.
- Highway #3 Association – where they are going, focus on economics rather than just transportation
- Report on regional health – AHS might come to meeting to discuss with both M & R groups.

Need to decide who will chair this meeting in June.

## 7.0 Next Meeting Dates

**Friday, May 1, 1 pm** – Culver City Room, Lethbridge City Hall

**Friday, June 12, 1 pm - Joint Meeting in Taber with Mayors and Reeves of Southeast Alberta**

Taber Heritage Inn, 1pm, Rooms C & D. Please use rear entrance parking lot doors.

**9.0 ADJOURNMENT:** Moved by Mayor David Hawco to adjourn meeting. **Carried.**

<b>ACTION ITEMS FROM APRIL 10, 2015 MEETING</b>	<b>PERSON RESPONSIBLE</b>
Forward possible agenda items to Mayor Bohne for the June joint meeting	Mayors & Reeves
Contact Bev Thornton, AB Southwest to request a presentation to the M & R in the fall on broadband initiatives	Mayor George Bohne

Please send any community information for distribution to M & R to Bev at [mayorsandreeves@shaw.ca](mailto:mayorsandreeves@shaw.ca)



Minutes for April 13, 2015

Special Meeting

In Attendance: Kym Nicholls

John Seaman

Derrick Annable

Georgia Lee Debolt

Cecil Sabourin

Murray McLean

Harold Lewis

Jamie Smith

Absent: Aaron Matlock

1. Meeting was called to order by Chairperson, Kym Nicholls at 9:00am
2. Additions to agenda: none
3. Business Plan: began review of business plan
4. Motions: none
5. Meeting was adjourned at 12:00pm.

**Vulcan Business Development Society Agenda**  
Wednesday April 15, 2015  
VBDS Board Room

1. **Call to order**
2. **Adoption of Agenda**
3. **Minutes March 11, 2015— as circulated**
4. **Financial Reports**  
Attached
5. **Correspondence**
  - a. **CIP Grant Approved** – Letter from Alberta Culture and Tourism - \$6,899 building signage
  - b. **Vulcan Food Bank** – Letter requesting rental of office
    - i. **1 day per week, small meeting room**
6. **Miscellaneous Correspondence**
  - a. Letter of support for Aspen Crossing – Polar Express Christmas Train request
  - b. Letter to VBIT – clarification of Manager's role on VBIT board.
7. **Unfinished Business**
  - a. Require Resolution to set Signing Authorities – ATB
  - b. VIP \$5000 – Lomond request for iPads or tablets, and smartboard
8. **New Business**
  - a. Vulcan Wireless internet – True Solutions , Xplornet
9. **Reports**
  - a. Grant Writer Report – Liza Dawber
  - b. Manager, Business Development – Marilyn MacArthur
    - i. attached
  - c. Member Reports
10. **Adjournment:** \_\_\_\_\_
11. **Next Meeting – Wednesday May 13, 2015 at the VBDS Building, following AGM at 7:00**

## **Vulcan Business Development Society Minutes**

Wednesday April 15, 2015

VBDS Board Room

**Members present:** Chair Paul Taylor, Vice Chair Jason Schneider, Lorna Armstrong, Craig Stokes, Roy Lucas, Sue Dow, Coltan Povey, Matt Crane, Glen Gateman

**Staff:** Marilyn MacArthur EDO, Liza Dawber Grants Specialist, Ashlee Beck Administrative Assistant.

**Regrets:** Sheila Smidt, Barry Monner

**Call to order 7:22 pm**

### **1. Adoption of Agenda**

Motion to adopt the April Agenda as read – C.Povey /Carried

### **2. Minutes March, 2015 – as circulated**

Motion to adopt March minutes as read – J.Schneider /Carried

### **3. Financial Reports**

Attached

Action required: Insert wages paid totals to budget vs. YTD

Motion to adopt financials as presented: S.Dow /Carried

### **4. Correspondence**

- i. CIP Grant Approval – Moving forward with building signage.
- ii. Food Bank office rental – Moving forward with incubation office space.

Motion to accept correspondence as presented – G.Gateman /Carried

### **5. Miscellaneous Correspondence**

- i. Aspen Crossing Referral Letter – Waiting for response on Polar Express bid.
- ii. VBIT representative – Waiting for VBIT response.

Motion to accept Miscellaneous Correspondence as presented – L.Armstrong /Carried

### **6. Unfinished Business**

- i. Signing Authority Verification – Paul Taylor, Jason Schneider, Marilyn MacArthur

Motion to move forward with resigning agreement with ATB – S.Dow/Carried

- ii. Lomond VIP \$5000 project

Motion to send Lomond \$5000 for Tablets and smart boards – L.Armstrong /Carried

**7. New Business**

- i. VBDS Internet changes – Working with True Solutions to fix Vulcan Free WiFi

Motion to accept New Business as presented – J.Schneider /Carried

**8. Reports**

- a. Grant Writer Report – Liza Dawber

Attached

- i. Lots of new clients with grant submissions.

- b. EDO Report

Attached

- i. Working hard with Sun Country Highways for EV Chargers.

- c. Member Reports

- i. Sue: Solar Park will be completed by July 31<sup>st</sup>, Golf Course AGM on April 19<sup>th</sup>, VTv Meeting on April 20<sup>th</sup>, Volunteer BBQ coming up.
- ii. Craig: Water treatment plant is coming along with fall deadline, Village signage almost complete, Lomond Arena updates for wheelchair accessibility.
- iii. Jason: Tourism ACP Grant approval, VulCON activities and celebrities are exciting, Leonard Nemoy Tribute on April 25<sup>th</sup>, Claresholm Transport Service is gaining popularity with discounted carpools and FCSS subsidy.
- iv. Lorna: The food bank is looking for a contractor for new building renovations, COW Bus is visiting the County, Fire training and demos at Vulcan Airport, Cadet Gliders to return this summer.
- v. Coltan: New town Foreman, Moving Champion Fire Hall to new location.
- vi. Matt: Coop opening soon, RCMP to lease space in the mall.
- vii. Paul: Nothing to report.
- viii. Roy: Nothing to report.

Motion to adopt reports as discussed J.Schneider /Carried

**9. Adjournment: 8:15 S.Dow /Carried**

**10. Next Meeting – Wednesday May 13, 2015, at the VBDS Building at 7pm**

**Chair Paul Taylor**

**Vice Chair Jason Schneider**

# Town of Vulcan

Request for Decision (RFD)

## Bylaw No. 1437-15 Land Use Bylaw

Meeting: Regular Council  
Meeting Date: April 27, 2015  
Originated By: Nancy Neufeld

### BACKGROUND / PROPOSAL:

Land Use Bylaw No. 1437-15 was given first reading on March 23, 2015.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Council is asked to give second and third reading to Bylaw No. 1437-15.

### COSTS / SOURCE OF FUNDING (if applicable):

### RECOMMENDED ACTION:

Moved by Councillor \_\_\_\_\_ THAT Bylaw No. 1437-15 be given second reading.

Moved by Councillor \_\_\_\_\_ THAT Bylaw No. 1437-15 be given third reading.

Initials show support -Reviewed by: \_\_\_\_\_

Director: \_\_\_\_\_

  
CAO

**TOWN OF VULCAN**

**BY-LAW NO. 1437-15**

BEING a Bylaw of the Town of Vulcan, in the Province of Alberta, to adopt a Land Use Bylaw.

WHEREAS the Council of the Town of Vulcan wishes to replace Bylaw No. 1333-05, being the current Land Use Bylaw adopted in February of 2006;

AND WHEREAS the purpose of the bylaw is to update the regulations governing land use and development in the town as annexation has created the need to address new land use districts and required standards.

THEREFORE, under the authority and subject to the provisions of the Municipal Government Act, Statutes of Alberta, 1994, Chapter M-26.1, the Council duly assembled does hereby enact the following:

1. Bylaw No. 1437-15 is adopted in its entirety as the Land Use Bylaw.
2. Bylaw No. 1333-05 and amendments are rescinded.
3. This bylaw comes into effect upon third and final reading hereof.

READ a first time this 23<sup>rd</sup> day of March A.D., 2015.

  
\_\_\_\_\_  
Mayor – Tom Grant

  
\_\_\_\_\_  
Municipal Administrator – Kim Fath

READ a second time this 27<sup>th</sup> day of April A.D., 2015.

\_\_\_\_\_  
Mayor – Tom Grant

\_\_\_\_\_  
Municipal Administrator – Kim Fath

READ a third time and finally passed this 27<sup>th</sup> day of April, A.D., 2015.

\_\_\_\_\_  
Mayor – Tom Grant

\_\_\_\_\_  
Municipal Administrator – Kim Fath

# Town of Vulcan

Request for Decision (RFD)

## Sale of Lot 11-13 Block 74 Plan 861505 Dale Doner

Meeting:	Regular Council
Meeting Date:	April 27, 2015
Originated By:	Kim Fath

### BACKGROUND / PROPOSAL:

As per the agreement signed April 21, 2012 the Claresholm Garden Centre has indicated an interest in purchasing Lots 11-13, Block 74, Plan 861505 from Town of Vulcan as stipulated in the agreement.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

### COSTS / SOURCE OF FUNDING (if applicable):

### RECOMMENDED ACTION:

Moved by Councillor \_\_\_\_\_ THAT Council direct Administration to negotiate the sale of Lots 11-13, Block 74, Plan 861505 to Claresholm Garden Centre.

Initials show support -Reviewed by:

Director:

CAO

# Town of Vulcan

Request for Decision (RFD)

## Highway Crossing at Whispering Creek

Meeting: Regular Council  
Meeting Date: April 27, 2015  
Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

At the July 28, 2014 Regular Council Meeting Council directed Administration to add the construction of the Highway Crossing at Whispering Creek to the 2015 Operational Budget.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The cost of this work is approximately \$5,000.00 and will be drawn from the streets paving budget. The Town for several years has had Streets General Reserve with a balance of \$5,055.41. Administration would like to use this reserve to pay for this crossing.

### COSTS / SOURCE OF FUNDING (if applicable):

Drawn from the Streets General Reserve \$5,055.41.

### RECOMMENDED ACTION:

Moved by Councillor \_\_\_\_\_ THAT Council directs Administration to transfer \$5,055.41 from the general streets reserve to the streets paving portion of the 2015 Operational Budget.

Initials show support -Reviewed by: \_\_\_\_\_

Director: \_\_\_\_\_

  
CAO



## **ADMINISTRATOR'S REPORT**

**TO: TOWN COUNCIL**

**FROM: Kim Fath, CAO**

**DATE: April 21st, 2015**

### **Background**

On July 28, 2014 council directed administration to add the construction of this crossing to the 2015 operational budget. Public works has started the preparation to complete this work. This project has been approved by Alberta Transportation and will be tied into the existing walking path.

### **Discussion**

The cost of this work is approximately \$5000.00 and will be drawn from the streets paving budget. The Town for several years has had a Streets General Reserve with a balance of \$5055.41. This reserve was created as a result of over borrowing for a street project many years ago. Administration would like to use this reserve to pay for this crossing as we anticipate exceeding the paving budget as a result of the water break in whispering greens this spring.

### **Recommendation**

Administration recommends using the Streets General Reserve of \$5055.41 to complete the construction of a crosswalk joining the Walking path to the Whispering Greens sidewalk system.

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Kim Fath  
Chief Administrative Officer

# Town of Vulcan

Request for Decision (RFD)

## Land Use Bylaw No.1437-15 Schedule Fee

Meeting: Regular Council  
 Meeting Date: April 27, 2015  
 Originated By: Nancy Neufeld

### BACKGROUND / PROPOSAL:

With the implementation of the new Land Use Bylaw, the decision was made at MPC level to remove the fee schedule relating to development permitting issues from the Land Use Bylaw to a policy.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Proposed Policy F-46 indicates proposed changes in fees – included in a copy of the fee schedule currently in place and proposed policy F-46.

In order to bring current policies in line with the new Land Use Bylaw and proposed policy F-46, Council is asked to consider changes to the policy.

### COSTS / SOURCE OF FUNDING (if applicable):

### RECOMMENDED ACTION:

Moved by Councillor \_\_\_\_\_ THAT Council approves the recommendation by the Development Officer to approve Policy F-46 – Land Use Bylaw Fee Schedule;

AND Moved by Councillor \_\_\_\_\_ THAT Council rescinds Policy PL-1 - Building Permits for Garden Sheds and/or Tool Sheds;

AND Moved by Councillor \_\_\_\_\_ THAT Council amends Policy F-4 - Development Damage Deposits as presented;

AND Moved by Councillor \_\_\_\_\_ THAT Council rescinds Policy PL-2 - Multiple Family Lots – Allen Subdivision;

Initials show support -Reviewed by:

  
 Director:

\_\_\_\_\_  
 CAO

AND Moved by Councillor \_\_\_\_\_ THAT Council rescinds Policy PL-3 –  
Grade levels – Allen Subdivision;

AND Moved by Councillor \_\_\_\_\_ THAT Council rescinds Policy PL-11 –  
Land Use Bylaw Waiver Request.

Initials show support -Reviewed by:

  
\_\_\_\_\_  
Director:

\_\_\_\_\_  
CAO

## MEMO

**TO: Council**  
**FROM: Nancy Neufeld, Development Officer**  
**DATE: April 22, 2015**

**RE: Land Use Bylaw Schedule**

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With the implementation of the new Land Use Bylaw, the decision was made at MPC level to remove the fee schedule relating to development permitting issues from the Land Use Bylaw to a policy. This provides for the revision of the fee schedule through Council rather than public hearing process as was necessary in that was part of the Land Use Bylaw.

Proposed policy F-46 indicates proposed changes in fees – included is a copy of the fee schedule currently in place and proposed policy F-46.

In proposed policy F-46 there is one fee for a permitted use versus a discretionary use – this is the result of the need for discretionary use to go before the MPC and thus additional fees incurred regarding advertising and notification to neighbor requirements.

In order to bring current policies in lines with the new Land Use Bylaw and proposed policy F-46, Council is asked to consider the following policy changes:

- PL-1 – Building Permits for Garden Sheds and/or Tool Sheds – Rescind – Covered in Land Use Bylaw and Building Code
- F-4 - Development Damage Deposits – Amendment - Change paragraph 3 to “*The damage deposit shall be refunded, less cost of any damages, less interest, when the last contractor, including the landscaping has completed the work*”. The change is to not to include interest in the refund – this corresponds with what it done in the refund of Occupancy Deposits (PL-10).
- PL- 2 – Multiple Family Lots – Allen Subdivision – Rescind – Is covered in Land Use Bylaw
- PL-3 – Grade levels – Allen Subdivision – Rescind – No longer required
- PL-11 – Rescind – Accommodated in F-46

### Attached

- Item 1 – Fee Schedule Land Use Bylaw 1333-05
- Item 2 – Proposed Policy F-46
- Item 3 – Policy PL-1
- Item 4 – Policy F-4
- Item 5 – Policy PL -2
- Item 6 – Policy PL-3
- Item 7 – Policy PL-11

## APPENDIX B

## FEE SCHEDULE

Pursuant to Schedule 10 of the Town of Vulcan Land Use Bylaw No. 1333-05, the Council of the Town of Vulcan, duly assembled, hereby resolves the establishment of the following fees:

1. **DEVELOPMENT PERMIT FEES** (pursuant to section 1 of Schedule 10)

(a) **Residential**

Single family and two-family dwelling .....	\$20.00
Accessory building, addition exceeding 4.5 m <sup>2</sup> (50 sq. ft.) to existing residence, home occupation .....	\$10.00
Multi-family dwelling (for the purpose of this section the total number of dwelling units in the complex will be used to determine the fee)	
• 3- 10 units.....	\$30.00
• 11 - 20 units.....	\$50.00
• over 20 units.....	\$100.00

(b) **Commercial**

Commercial building	
• under 21.5 m <sup>2</sup> (under 230 sq. ft.) .....	\$30.00
• 21.5 m <sup>2</sup> - 43 m <sup>2</sup> (230 sq. ft. - 460 sq. ft.).....	\$50.00
• over 43 m <sup>2</sup> (over 460 sq. ft.).....	\$100.00

(c) **Industrial**

Industrial and warehouse building	
• under 21.5 m <sup>2</sup> (under 230 sq. ft.) .....	\$30.00
• 21.5 m <sup>2</sup> - 43 m <sup>2</sup> (230 sq. ft. - 460 sq. ft.).....	\$50.00
• 43 m <sup>2</sup> - 68 m <sup>2</sup> (460 sq. ft. - 730 sq. ft.).....	\$100.00
• over 68 m <sup>2</sup> (over 730 sq. ft.) .....	\$150.00

(d) **Miscellaneous**

Freestanding telecommunication antenna structure - permit fee .....	\$100.00
Moved-in building - permit fee .....	\$500.00
Moved-in building - deposit fee.....	5% of the value of the moved-in building - minimum of \$5000.00
Public service building	
• under 30 m <sup>2</sup> (under 320 sq. ft.) .....	\$30.00
• over 30 m <sup>2</sup> (over 320 sq. ft.) .....	\$40.00
Sign permit.....	\$100.00

2. If, once a development permit has been granted by the Municipal Planning Commission, another application on the same property by the same land owner for the same or similar use within a one-year period shall be subject to a fee of \$500.00 for the rescinding of the first permit.

3. **SPECIAL NOTIFICATION FEE**  
(pursuant to section 4 of Schedule 10) .....\$50.00
4. **LAND USE BYLAW AMENDMENT FEE**  
(pursuant to section 6 of Schedule 10) .....\$200.00
5. **SUBDIVISION AND DEVELOPMENT APPEAL BOARD**  
(pursuant to section 7 of Schedule 10)  
If successful, a refund of \$200.00 will be granted .....\$500.00

**TOWN OF VULCAN****POLICY MANUAL**

<u>TITLE OF POLICY</u>  LAND USE BYLAW FEE SCHEDULE	<u>POLICY NUMBER</u>  F-46		
	SUPERCEDES POLICY NO:		
	Amended	Resolution No.	Date

**1. STATEMENT:**

Pursuant to Appendix B of the Town of Vulcan Land Use By-law 1437-15, the Council of the Town of Vulcan, duly assembled, hereby resolves the establishment of the following fees:

**(a) Development Permit Fees**

<b>RESIDENTIAL</b>	<b>PERMITTED USE</b>	<b>DISCRETIONARY USE</b>
Single & Two Unit Dwellings	\$50.00	\$150.00
Multi-Unit		
3-4 Units	\$75.00	\$175.00
Over 4 units (including row dwellings)	\$100.00	\$200.00
Accessory Building greater than 9.3 sq m(100 sq ft)/Accessory Structure	\$25.00	\$125.00
Addition of or renovation that would increase square footage.	\$25.00	\$125.00
<b>COMMERCIAL/INDUSTRIAL/ PUBLIC SERVICE (New Construction &amp; Change of Use)</b>	<b>PERMITTED USE</b>	<b>DISCRETIONARY USE</b>
464 sq m (5000 ft)	\$200.00	\$300.00
465 – 1,858 sq m (5000-20000 sq ft)	\$300.00	\$400.00
1859– 4645 sq m (20001 – 50000 sq ft)	\$400.00	\$500.00
All Major Commercial/Industrial Applications Greater than 4645 Sq m (50000 sq ft)	\$500.00	\$600.00

MISCELLANEOUS	PERMITTED USE	DISCRETIONARY USE
Home Occupancy	\$25.00	\$125.00
Shipping Container	N/A	\$75.00
Sign Permit	\$25.00	\$125.00
Freestanding Telecommunication	N/A	\$100.00
Alternative Energy	N/A	\$100.00
Request of Variance/Relaxation	Does not exceed 10% Measurable standard	\$0
	Exceeds 10% of measurable standard	\$50.00
	Waiver request where developer did not follow the approved site plan or did not take out the required development permit	\$1000.00

If a development permit has been granted by the Municipal Planning Commission and another application by the land owner for the same or similar use on the property is made within a one-year period, it shall be subject to a fee of \$500.00 for the rescinding of the first permit.

**(b) Miscellaneous Other**

Compliance Certificate	\$75.00
Damage Deposit (demolition, new construction – excluding shed or garage) As per Policy F-4	\$500.00 (Refundable less interest)
Security/Damage Deposit Moved in Building Fee	5% of value of moved in building/minimum \$5,000
Occupancy Deposit (As per Policy PL-10)	\$1,000 (Refundable less interest)
Special Notification Fee Pursuant to Appendix A (A6) LUB	\$50.00
Land Use Bylaw Amendment Fee	\$200.00
Subdivision & Development Appeal Board Pursuant to Appendix A (A7) LUB (If successful, a refund of \$200 will be granted)	\$500.00

**\*\*The Municipal Planning commission shall have the authority to waive or reduce fee's set out in this policy.**

**~ END OF POLICY ~**

**TOWN OF VULCAN****TITLE:** Building Permits for Garden Sheds  
and/or Tool Sheds**POLICY NUMBER:** PL-1**ADOPTED BY COUNCIL AT A  
REGULAR/SPECIAL COUNCIL  
MEETING:****SUPERSEDES  
POLICY NUMBER:****SUPERSEDED BY  
POLICY NUMBER:****STATEMENT:**

Development and Building Permits shall not be required for portable garden sheds and/or tool sheds which have a floor area of nine square metres (116 square feet) or less.

## TOWN OF VULCAN

**TITLE:** Development Damage Deposits**POLICY NUMBER:** F-4**ADOPTED BY COUNCIL AT A  
REGULAR/SPECIAL COUNCIL  
MEETING:****SUPERSEDES  
POLICY NUMBER:****SUPERSEDED BY  
POLICY NUMBER:****STATEMENT:**

A \$500 damage deposit shall be required from the applicant when a building permit is issued for the construction of a new building (not including residential sheds or garages) or for the demolition of a building.

The deposit is required to cover the cost of damages to Town of Vulcan sidewalks, curbs and gutters, and water shut-off-valves during construction or demolition.

The damage deposit shall be refunded, less cost of any damages, plus interest at one-half of one percent per month, compounded quarterly, when the last contractor, including the landscaping, has completed the work.

**TOWN OF VULCAN****TITLE:** Multiple Family Lots - Allen  
Subdivision**POLICY NUMBER:** PL-2**ADOPTED BY COUNCIL AT A  
REGULAR/SPECIAL COUNCIL  
MEETING:****SUPERSEDES  
POLICY NUMBER:****SUPERSEDED BY  
POLICY NUMBER:****STATEMENT:**

The following lots in the Allen Subdivision shall be retained for multiple family residences (i.e.: two-family, fourplex, row dwelling):

- Block 46, Lots 11-14 inclusive
- Block 49, Lots 7 & 8

The following lots in the Allen Subdivision shall be retained for apartment buildings:

- Block 49, Lots 9 & 10

**TOWN OF VULCAN****TITLE:** Grade Levels - Allen Subdivision**POLICY NUMBER:** PL-3**ADOPTED BY COUNCIL AT A  
REGULAR/SPECIAL COUNCIL  
MEETING:****SUPERSEDES  
POLICY NUMBER:****SUPERSEDED BY  
POLICY NUMBER:****STATEMENT:**

On low lying lots in the Allen Subdivision, after the basement has been excavated and the excavated dirt has been spread over the lot, the Town will provide fill dirt to build up the lots to six inches below design finish grade level at the front and rear property lines and not more than 18 inches above back of sidewalk at the house foundation. Excess fill from other excavations in the Allen Subdivision can be used for this purpose, as per the Land Purchase Agreement.

# **TOWN OF VULCAN**

## **POLICY MANUAL**

<u>TITLE OF POLICY</u>	<u>POLICY NUMBER</u>		
Land Use Bylaw	PL - 11		
Waiver Request	SUPERCEDES POLICY NO:		
Fee Schedule	<u>Adopted</u>	<u>Resolution</u> <u>No. 08.441</u>	<u>November 10, 2008</u>

**STATEMENT:** Waiver requests may be granted by the Development Officer or where it exceeds 10% of the measured standard, by the Town of Vulcan Municipal Planning Commission. In addition to a waiver request at the development stage a request may also be generated by a request for a compliance letter on an existing completed property.

In order to ensure the orderly development of the town and ensure that waiver requests are generated and considered at the appropriate times the following fee schedule shall apply:

- Consideration only of a waiver request where the developer **did not** follow the approved site plan - \$1,000
- Consideration only of waiver request on an existing completed property where the developer **did not** take out the required development permit or building permit. \$1,000
- Consideration only of a waiver request from a developer or builder prior to any construction particularly for odd shaped or undersized properties \$100
- Consideration of a waiver request on a property where the property does not comply as a result of a change in the Land Use Bylaw. \$0

Waiver request fees under this policy will be for the consideration of setback waivers only.

The Town of Vulcan Municipal Planning Commission shall have the authority to waiver or reduce the fee's set out in this policy.

**END OF POLICY**

# Town of Vulcan

Request for Decision (RFD)

## Mill Rate Bylaw

Meeting: Regular Council  
Meeting Date: April 27, 2015  
Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

### COSTS / SOURCE OF FUNDING (if applicable):

### RECOMMENDED ACTION:

Moved by Councillor \_\_\_\_\_ THAT

Initials show support -Reviewed by:

Director:

CAO

