

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

PUBLIC HEARING

CALL TO ORDER

1.0 Call to Order:

2.0 Public Hearing: - NIL

3.0 Delegations:

3.1 Marilyn MacArthur – Vulcan Business Development Society

4.0 Adoption of Agenda

4.1

5.0 Adoption of Previous Minutes

5.1 Regular Council Meeting Minutes – July 13, 2015

6.0 Unfinished Business

6.1 Municipal Affairs

6.2 Licensed Drainage Ditch

7.0 Financial Statements

7.1 Cash Statement – Ending June 30, 2015

7.2 Year-to-Date Statement – Ending June 30, 2015

8.0 Correspondence and Information Items

8.1

9.0 Committee and Administrative Reports

9.1

10.0 Bylaws

10.1 Bylaw No. 1443-15 – Local Improvement Tax – 3 Avenue North

10.2 Bylaw No. 1444-15 – Borrowing Bylaw

10.3 Bylaw No. 1445-15 – Amendment to Traffic Bylaw No. 1331-05

11.0 New Business

11.1 360 Fitness – Street Closure

11.2 Review of Recreation

11.3 Little Free Libraries

11.4 PL-2 Encroachment Policy

11.5 Vulcan & District Tourism Society Member-at-Large Representative

12.0 Notice of Motion

13.0 Management Reports - NIL

14.0 In-Camera

15.0 Adjournment



STRATEGIC PLAN 2015 – 2017

VBDS assists the region's existing businesses grow in their quest for success, while encouraging new businesses to set up and soar with the potential of countless dynamic economic opportunities.

Our Mandate:

- **To promote economic development and growth within the County, Town and Villages**
- **To promote, co-ordinate, facilitate and carry out studies, activities, projects and programs to attract and retain investment, create employment and enhance economic development, and**
- **To promote the area as an attractive place to invest, carry on business, reside and visit.**

VBDS 2015 – 2017 Action Plan

Goal – To promote economic development and growth within the County, Town and Villages

Action: Community Builders Program nomination - building rural communities one leader at a time. Mobilize human capital and channel the energy of stakeholders. The program consists of interviews and application assessment, with a 21 day continuum to develop community leadership capacity.

- **Required is a broad community stakeholder participation during the interview and implementation stage (should our community be accepted)**
- **Work with other organizations such as FCSS and Vbit to engage community members and launch this program in the Vulcan County and greater community.**

Action: Enroll and embrace Community Leadership Bootcamp – to gain knowledge and tools to improve community leadership, and better represent the organization to the business community. (December 2014)

Action: Actively support and partner with business organizations

- **Support the Vulcan & District Chamber of Commerce by continuing our membership, and provide a \$1500 speaker for their spring membership events. (November 2014)**
- **Regularly meet with Vulcan Tourism and Trek Station to communicate, brainstorm and find alternative economical options for ongoing learning and marketing (Sept 2014)**
- **Working with the Town of Vulcan Development Officer and CAO prepare a booth and plan for the upcoming Calgary Home and Garden Show February 2015 (October 2014)**
- **Participate on Vbit Development Committee and Vbit Member at Large representing VBDS. (ongoing)**

VBDS 2015 – 2017 Action Plan

Goal - To promote, co-ordinate, facilitate and carry out studies, activities, projects and programs to attract and retain investment, create employment and enhance economic development,

Action: Niche market identification – utilizing format to identify assets and gaps within the County.

Contact Beaumont for Niche Market survey and develop process to gather data.

Action: Strengthen network with Lethbridge College

- Meeting with Leah to identify training opportunities
- Continue to chat with Deanne and market training
- Canvas business to determine needs and relay it to College to find suitable training options.

Action: Guide community partners/projects towards funding to conduct feasibility studies, highlighting the viability of their projects and work to attract investors.

- CIP Grant applications and working along side applicants to maximize the chance of funding.

Action: Secure a three year commitment to a Grant Writer position hosted through VBDS.

- Generate a monthly grant newsletter to all NGO's in the community
- Work with organizations to present a high level of grant applications
- Track all output/income from these efforts and report quarterly to the County and Town.

Action: To achieve a 125% occupancy rate in the incubation centre.

- Using new signage to generate community knowledge and interest
- To undertake aggressive marketing using social media
- To continue to work with our landlords to provide an accessible business environment

VBDS 2015 – 2017 Action Plan

Goal: To promote the area as an attractive place to invest, carry on business, reside and visit.

Action: ACP Grant application for municipal Website updates

- Host a CEO lunch to discuss and demonstrate the advantages of social media policy and an aligned approach to municipal websites
- Bring a unified “theme” to the town, county and village websites without taking away from their individual identity.
- Engage a social media education and campaign to assist CAO’s and communication staff within the greater Vulcan community
- Secure three year funding agreement to oversee and assist the process
- Generate additional resident and investment interest throughout the greater community.

Action: Create the tools required to market the Town, County and Villages

- Working with the County, Town and Villages to create *Infographics* incorporating all of the above
 - Show case unique selling points of each location
 - Land
 - Demographics
 - Zoning
 - Tax
 - Services
 - Building permit trends/history
 - Workforce
 - Spending patterns
 - Traffic counts

Action: Continue to maintain and keep current the Vulcan Business website

- Highlight projects and recent successes which highlight the advances in technology and connectivity
 - Axia – broadband and fibre optics
 - Showcase success stories: RRAI, Vbit, Black Spring Ridge
- Keep business directory and events calendar current

VBDS 2015 – 2017 Action Plan

Action: To continue and oversee the Municipal Heritage Inventory project.

- Using VBDS Staff continue to seek heritage status for individual sites as well as Statements of Significance
- Working with location owners, maximize funding opportunities and education
- Ensure the project does not fall by the wayside
- Generate increased interest from visitors and investors
- Work with Provincial and Federal staff to support Historic designations

Action: To strengthen relationships between VBDS and all funding partners

- Ongoing dialogue with CAO's on sustainable solutions to tax base and residential attraction.
- Discuss solutions/outcomes to upcoming challenges.

Town of Vulcan

Request for Decision (RFD)

Adoption of Previous Minutes Regular Council Meeting July 13, 2015

Meeting: Regular Council
Meeting Date: **July 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, July 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, July 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, July 13, 2015**

PRESENT:

Mayor	- Tom Grant
Councillor	- Georgia-Lee DeBolt
Councillor	- Rick Howard
Councillor	- Paul Taylor
Councillor	- Lorna Armstrong
Councillor	- Sue Dow
Councillor	- John Seaman
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

3.1 Swimming Pool Review – Bonnie Ellis and Russel Tanner

Russel Tanner attended the Regular Council Meeting on the Recreation Committee's request and gave a very thorough presentation on the current status of the Vulcan Swimming Pool. He outlined different options available to the Town for future plans for the swimming pool.

4.0 Adoption of Agenda

Motion No.: 15.213

Moved by Councillor Lorna Armstrong THAT the agenda governing this meeting be adopted as amended.
CARRIED UNANIMOUSLY

6.3 Solar Park – Bullfrog Energy Funding Agreement

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, June 22, 2015 were presented to Council.

Motion No.: 15.214

Moved by Councillor Rick Howard THAT the Minutes of the Regular Council Meeting, held in the Town of Vulcan Council Chamber on Monday, June 22, 2015 be approved and read by each member of Council as presented. **CARRIED UNANIMOUSLY**

6.1 Unfinished Business

6.1 Reimbursement Request

Marlene and Alvin Larcharite attended the June 22, 2015 Regular Council Meeting to address Council regarding a conversation held with Alcide Cloutier, former CAO about the trimming of trees on the boulevard at 331 Cottonwood Drive.

The Larcharite's presented the Town with an invoice in the amount of \$400.00 that they paid on June 5, 2013 to have the trees trimmed and are asking to be reimbursed.

Motion No.: 15.215

Moved by Councillor Paul Taylor THAT Council direct Administration to reimburse Marlene and Alvin Larcharite 50% to a maximum of \$200.00 for the trees they paid to have trimmed. **CARRIED**

6.2 Local Improvement Plans

At the May 25, 2015 Regular Council Meeting Council approved Local Improvement Plans:

- 1st Street South for curb, gutter and pavement improvements
- 3rd Avenue North for sidewalk, curb, gutter and pavement
- 3rd Avenue North surface improvements, alley and storm drainage

A package was sent out to residents affected by these local improvements and asked to return a form indicating their approval or their opposition.

3rd Avenue North residents are in agreement with the improvements but would like Council to consider removing the sidewalk from this project.

Motion No.: 15.216

Moved by Councillor Rick Howard THAT Council direct Administration to bring back a bylaw to the next Regular Council Meeting that does not include the sidewalk improvement.

CARRIED UNANIMOUSLY

6.3 Bullfrog Energy Funding Agreement

At the June 22, 2015 Seniors Housing Meeting Council directed Administration to enter into an agreement with Bullfrog Energy to fund the Vulcan Solar Park Project.

Because this was not a regular Council meeting a ratified motion is required from Council.

Motion No.: 15.217

Moved by Councillor Paul Taylor THAT Administration enter into the New Renewable Project Funding agreement with Bullfrog Energy for the Vulcan Solar Park Project.

CARRIED UNANIMOUSLY

7.0 Financial Reports - NIL

8.0 Correspondence and Information Items

8.1 Attached is the list of Correspondence and Information for the period ending July 13, 2015.

Motion No.: 15.218

Moved by Councillor Sue Dow THAT the Correspondence and Information for the period ending July 13, 2015 be received for information.

CARRIED UNANIMOUSLY

Council asked Administration to send a letter of appreciation to Mr. Bergen for his time and dedication that he has shown towards the Vulcan Library.

9.0 Committee and Administrative Reports

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

Motion No.: 15.219

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

- Vulcan Library Board – Minutes – May 20, 2015
- Municipal Planning Commission – Agenda – Minutes – June 16, 2015
- Vulcan Library Board – Minutes – June 28, 2015

Verbal Reports:

- Councillor Rick Howard
 - Community Futures Highwood
- Councillor Lorna Armstrong
 - Family & Community Support Services
- Councillor Georgia-Lee DeBolt
 - Twin Valley Regional Water Services Commission
 - Vulcan & District Tourism Society
- Councillor Paul Taylor
 - Vulcan Library Board
 - Vulcan & District Tourism Society
- Councillor Sue Dow
 - Vulcan & District Tourism Society
 - Vulcan Brand Innovation Team
- Councillor John Seaman
 - Vulcan District Waste Commission
 - Twin Valley Regional Water Services Commission
- Mayor Tom Grant
 - Vulcan District Waste Commission

CARRIED UNANIMOUSLY

10.0 Bylaws

10.1 Bylaw No.1441-15 – Local Improvement – 1st Street South

This bylaw authorizes the Council of the Municipality to impose a local improvement tax in respect of all lands that directly benefit from the 1st Street South Pavement local improvement plan.

Motion No.: 15.220

Moved by Councillor John Seaman THAT Bylaw No. 1441-15 be given first reading.

CARRIED UNANIMOUSLY

Motion No.: 15.221

Moved by Councillor Georgia-Lee DeBolt THAT Bylaw No. 1441-15 be given second reading.

CARRIED UNANIMOUSLY

Motion No.: 15.222

Moved by Councillor Rick Howard THAT Bylaw No. 1441-15 be introduced for third reading.

CARRIED UNANIMOUSLY

Motion No.: 15.223

Moved by Councillor Sue Dow THAT Bylaw No. 1441-15 be given third and final reading.

CARRIED UNANIMOUSLY

10.2 Bylaw No. 1442-15 – Local Improvement – 3rd Street North

This bylaw authorizes the Council of the Municipality to impose a local improvement tax in respect of all lands that directly benefit from the 3rd Street North Lane construction local improvement project.

Motion No.: 15.224

Moved by Councillor John Seaman THAT Bylaw No. 1442-15 be given first reading.

CARRIED UNANIMOUSLY

Motion No.: 15.225

Moved by Councillor Lorna Armstrong THAT Bylaw No. 1442-15 be given second reading.
CARRIED UNANIMOUSLY

Motion No.: 15.226

Moved by Councillor Rick Howard THAT Bylaw No. 1442-15 be introduced for third reading.
CARRIED UNANIMOUSLY

Motion No.: 15.227

Moved by Councillor Paul Taylor THAT Bylaw No. 1442-15 be given third and final reading.
CARRIED UNANIMOUSLY

11.0 New Business

11.1 Vulcan & District Historical Society – Maintenance Request for 221 – 1 Street North

In the past year the public works department maintained 221 – 1 Street North as requested by the Vulcan & District Historical Society. The maintenance included mowing of the lot as well as snow removal from the sidewalk in the winter.

They are requesting that this arrangement continue and also ask if a dandelion abatement treatment is available as well.

Motion No.: 15.228

Moved by Councillor Paul Taylor THAT Council approves this arrangement with the Vulcan & District Historical Society be continued by the Public Works department.
CARRIED UNANIMOUSLY

Mayor Tom Grant excused himself due to conflict of interest and turned the floor over to Deputy-Mayor Paul Taylor who introduced item 11.2 for Council's discussion.

11.2 Encroachment Agreement – 331 Centre Street

A request to permit encroachments onto Town property (URW), located on the property of 331 Centre Street was received.

The grantee will insure that the encroachments are not enlarged, added to, rebuilt or structurally altered except as may be necessary to render them non-encroaching. Council is asked to approve the encroachment agreement.

Attached are:

- Encroachment Agreement
- Affidavit of Execution
- Real Property Report

Motion No.: 15.229

Moved by Councillor Sue Dow THAT this Council approves encroachments on Town's property, of the property described as follows:

331 Centre Street
Lots 17 – 19
Blk 11
Plan 4030 AM

As shown on a Real Property Report, dated May 1, 2015, prepared by Brown Okamura & Associates Ltd. **CARRIED UNANIMOUSLY**

Mayor Tom Grant returned to the meeting and retook the floor.

11.3 Memorandum of Understanding

The Recreation Committee would like the Council to be aware of an agreement they are entering into with Vulcan County regarding the unused portion of the Vulcan and District reserve funds.

Motion No.: 15.230

Moved by Councillor John Seaman THAT Council accepts this for information. **CARRIED UNANIMOUSLY**

11.4 Seniors Housing

Westcastle Developments met with Council and the Seniors Committee regarding the development of a Seniors Housing Complex in Vulcan.

Motion No.: 15.231

Moved by Councillor Lorna Armstrong THAT Council directs Administration to negotiate the conditions presented by Westcastle Developments and also directs Administration and the Committee to assist Westcastle Developments in their market research in regards to the proposed senior's housing development. **CARRIED UNANIMOUSLY**

12.0 Notice of Motion - NIL

13.0 Management Reports

13.1 Management Reports

Management is to produce a report each month.

Attached are the following reports:

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

Motion No.: 15.232

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

14.0 In-Camera

Motion No.: 15.233

Moved by Councillor Rick Howard THAT Council move in-camera at 8:54 p.m.

CARRIED UNANIMOUSLY

Mayor Grant called for a three minute recess.

The meeting reconvened at 8:57 p.m.

Motion No.: 15.234

Moved by Councillor Lorna Armstrong THAT Council move out-of-camera at 9:08 p.m.

CARRIED UNANIMOUSLY

14. In-Camera

14.2 Sale of Land

Motion No. 15.235

Moved by Councillor Paul Taylor THAT Council approve the sale of the road allowance property on the south side of Plan 821-1430 Block 70 to the Vulcan Seed Cleaning Plant for the amount of \$1.00 based on conditions presented.

CARRIED UNANIMOUSLY

15.0 Adjournment

The meeting was adjourned by Councillor Paul Taylor at 9:08 p.m.

Tom Grant
Mayor

Kim Fath
Chief Administrative Officer

Initials

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Town of Vulcan

Request for Decision (RFD)

Municipal Affairs Opinion

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

BACKGROUND / PROPOSAL:

In a motion made at the Joint Town and County council meeting on June 29, 2015 Council asked for the opinion of Municipal Affairs and/or Legal counsel in regards to the municipality borrowing funds to contribute to the construction of a capital asset not owned by the municipality.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Municipal Affairs responded that there are not issues with the municipality borrowing funds. The Municipal Government Act does not prohibit a municipality from borrowing for the purpose of granting the funds to a not for profit organization. Normal borrowing provisions will apply, so council will need to pass a borrowing bylaw as outlined in the act.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council receive this as information.

Initials show support -Reviewed by:

Director:

CAO



ADMINISTRATOR'S REPORT

TO: TOWN COUNCIL

FROM: Kim Fath, CAO

DATE: July 20th, 2015

Background

In a motion made at the Joint Town and County council meeting on June 29th 2015 Council asked for the opinion of Municipal Affairs and/or Legal counsel in regards to the municipality borrowing funds to contribute to the construction of a capital asset not owned by the municipality.

Discussion

On July 14, 2015 I spoke with Municipal Affairs and there are no issues with the municipality borrowing for this project. I received the following response via email.

Further to our recent conversations, the MGA does not prohibit a municipality from borrowing for the purpose of granting the funds to a not for profit organization. Normal borrowing provisions will apply, so council will need to pass a borrowing bylaw as outlined in the act.

Let me know if you have any more questions.

Aleks Nelson CPA, CGA
Financial Advisor
Municipal Services & Legislation



Kim Fath
Chief Administrative Officer

Town of Vulcan

Request for Decision (RFD)

Licensed Drainage Ditch

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

BACKGROUND / PROPOSAL:

Administration has been in regular contact with Alberta Environment and Parks department to bring the licensed drainage ditch into compliance.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

On June 17, 2015 Administration met with Steve Mathyk and Sydnie Gilbert to conduct a walk through of the drainage ditch. An isolated area of the ditch that had a significant buildup of dead vegetation that should be removed as agreed to by both parties. Kim asked that a letter be sent to the Town informing of the contravention and the specific location that work is required to bring the ditch back into compliance.

Administration replied to this letter identifying late summer or fall for the completion of this work dependent on the moisture level in the area.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council receive this as information.

Initials show support -Reviewed by: _____

Director: _____


CAO



ADMINISTRATOR'S REPORT

TO: TOWN COUNCIL

FROM: Kim Fath, CAO

DATE: July 20th, 2015

Background

In an effort to bring the licensed drainage ditch into compliance with Alberta Environment and Parks, I have been in regular contact with the department.

Discussion

On June 17, 2015 I met with Steve Mathyk and Sydnie Gilbert on site to conduct a walk through of the drainage ditch. At this time Sydnie pointed out an isolated area of the ditch that had a significant buildup of dead vegetation that we agreed should be removed. I asked that a letter be sent to the Town informing of the contravention and the specific location that work is required to bring the ditch back into compliance. We received this letter on July 13th.

I have replied to this letter identifying late summer or fall for the completion of this work dependent on the moisture level in the area. If the ground is still saturated after this time we will have to complete the work in the winter months when the ground is frozen. The verbal response I received from the department is that this would be acceptable to them.

I have spoken with public works and this work can be completed with our own staff and equipment.

I have also contacted Jason Cayford in approvals and started the process to amend the License to reflect the changes made by CPR when the spur line was installed.



Kim Fath
Chief Administrative Officer

July 13, 2015

Ref No. 299034

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

Subject: Letter of Non-Compliance – Licenced Storm Water Drainage Maintenance on 18-17-24-W4

Dear Mr. Fath:

On June 17, 2015, Alberta Environment and Parks inspected a section of the Town of Vulcan's storm water drainage works located on section 18-17-24-W4, which is authorized under Water Licence File No. 17738. The inspection was in response to a complaint from an adjacent landowner regarding maintenance of the drainage works.

The Town of Vulcan's Water Licence specifies that storm water (storm sewer drainage) may be diverted as per Licence Plan 17738-3. During our inspection, an abundance of dead vegetation and built-up mounds of dirt were observed within the channel of the drainage works between the dugout in SE-18-17-24-W4 to where the channel exits the northeast corner of SW-18-17-24-W4. It appears that the flow capacity is reduced in this section of the channel, which is impacting the ability of the works to convey design flows required as per Licence Plan 17738-3.

Alberta Environment and Parks requires that the Town of Vulcan conduct maintenance on this section of the licenced works to ensure design flows can pass as authorized, without impacting adjacent landowners. For reference, this section is identified as Sec-80 to Sec-51 on the BSEI survey plans entitled Town of Vulcan – North Railway Ditch Plans (Project No. V094-070, October 2008). The maintenance should ensure that the channel bed elevations are aligned with the elevations identified on Licence Plan No. 17738-3 as indicated in the 'typical ditch design' shown on the BSEI survey plans.

The Town of Vulcan must immediately take all necessary measures to ensure the works authorized under Water Licence File No. 17738 convey design flows as per Licence Plan No. 17738-3. **Please provide a written response outlining the Town's plans to address the required maintenance on or before August 7, 2015.**

If you have any questions or would like to discuss the matter further, please feel free to contact me at 403-388-1102 or at sydney.gilbert@gov.ab.ca.

Regards,



Sydney Gilbert

cc: Environment and Parks - Compliance Manager – Stephen Mathyk

Town of Vulcan

Request for Decision (RFD)

Cash Statement – Ending June 30, 2015

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

BACKGROUND / PROPOSAL:

Attached is the Cash Statement for the period ending June 30, 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 June 30, 2015 be received for information.

Initials show support -Reviewed by: _____

Director: _____


CAO

7.1

TOWN OF VULCAN

Town of Vulcan
Cash Statement
6/30/2015

	<u>Debit</u>	<u>Credit</u>	<u>YTD</u>
Cash			
Bank - General Account	17,799,113.51	(17,860,769.72)	(61,656.21)
Investments			
TBill - General 3	2,709,728.37	(1,400,000.00)	1,309,728.37
Term Deposit - General 2	353,043.06	(353,043.06)	0.00
GIC - General	800,000.00	(600,000.00)	200,000.00
Term Deposit - NDCC	208,976.48	0.00	208,976.48
Term Deposit - MSI Capital	1,538,569.33	(1,233,578.70)	304,990.63
TBill - Vulcan Innovation	15,237.56	0.00	15,237.56
TBill - BMTG	166,168.12	0.00	166,168.12
Term Deposit - Age Care Facility	209,346.10	(142,001.81)	67,344.29
Term Deposit - Mix Reserve	5,028.54	0.00	5,028.54
Term Deposit - Healy Reserver	15,193.87	0.00	15,193.87
Term Deposit - Alberta Energy Grant	894,895.28	(532,013.78)	362,881.50
Term Deposit - Shearer Reserve	1,620.63	0.00	1,620.63
Term Deposit - Androsoff Reserve	5,229.78	0.00	5,229.78
Term Deposit - Flags	20,000.00	0.00	20,000.00
	<u>6,943,037.12</u>	<u>(4,260,637.35)</u>	<u>2,682,399.77</u>

Town of Vulcan

Request for Decision (RFD)

Year-to-Date Statement – June 30, 2015

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

BACKGROUND / PROPOSAL:

Attached is the Year-to-Date Statement as of June 30, 2015.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

For Council's information.

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

Moved by Councillor _____ THAT the Year-to-Date Statement as of June 30, 2015 be received as information.

Initials show support -Reviewed by: _____

Director: _____


CAO

TOWN OF VULCAN

2015 SUMMARY

June 2015

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	2015 ACTUAL	2015 BUDGET to June	VARIANCE	2015 ACTUAL	2015 BUDGET to Dec	VARIANCE
<u>General and Requistions</u>						
Revenue	-2477421.72	-2472724.64	-4,697.08	-2477421.72	-2720724.56	243,302.84
Expenses	32,451.00	36,000.00	-3,549.00	32,451.00	36,000.00	-3,549.00
<u>School Foundation Req.</u>						
Revenue	-566,212.68	-566,500.00	287.32	-566,212.68	-566,500.00	287.32
Expenses	283,106.71	283,250.00	-143.29	283,106.71	566,500.00	-283,393.29
<u>Legislative Services</u>						
Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Expenses	37,205.25	52,850.00	-15,644.75	37,205.25	123,000.00	-85,794.75
<u>General Administration</u>						
Revenue	-21,281.87	-20,950.00	-331.87	-21,281.87	-25,968.76	4,686.89
Expenses	384,952.27	409,432.04	-24,479.77	384,952.27	740,280.84	-355,328.57
<u>Fire Fighting</u>						
Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Expenses	36,022.67	62,649.64	-26,626.97	36,022.67	133,623.28	-97,600.61
<u>Emergency Services</u>						
Revenue						
Expenses	0.00	3,750.00	-3,750.00	0.00	7,500.00	-7,500.00

	2015 ACTUAL	2015 BUDGET	VARIANCE	2015 ACTUAL	2015 BUDGET	VARIANCE
<u>Bylaw</u>						
Revenue	-8,014.00	-6,500.00	-1,514.00	-8,014.00	-6,500.00	-1,514.00
Expenses	59,924.07	58,225.04	1,699.03	59,924.07	116,400.08	-56,476.01
<u>Common Services</u>						
Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Expenses	145,771.14	152,860.79	-7,089.65	145,771.14	264,867.83	-119,096.69
<u>Roads & Streets</u>						
Revenue	-15,901.55	-10,846.14	-5,055.41	-15,901.55	-10,846.14	-5,055.41
Expenses	256,019.51	269,563.60	-13,544.09	256,019.51	432,613.68	-176,594.17
<u>Airport</u>						
Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Expenses	8,000.00	0.00	8,000.00	8,000.00	8,000.00	0.00
<u>Water Treatment</u>						
Revenue	-120,000.00	-120,000.00	0.00	-120,000.00	-240,000.00	120,000.00
Expenses	76,546.96	107,291.52	-30,744.56	76,546.96	161,991.54	-85,444.58
<u>Storm Sewer</u>						
Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Expenses	1,597.71	18,320.55	-16,722.84	1,597.71	20,360.55	-18,762.84
<u>FCSS</u>						
Revenue	-106,231.00	-82,971.50	-23,259.50	-106,231.00	-165,943.00	59,712.00
Expenses	111,428.76	88,454.00	22,974.76	111,428.76	176,908.00	-65,479.24

	2015 ACTUAL	2015 BUDGET	VARIANCE	2015 ACTUAL	2015 BUDGET	VARIANCE
<u>Cemetery</u>						
Revenue	-7,102.38	-4,000.00	-3,102.38	-7,102.38	-8,000.00	897.62
Expenses	7,937.28	11,254.98	-3,317.70	7,937.28	22,809.96	-14,872.68
<u>Planning, Development, & Safety</u>						
Revenue	-3,353.56	-1,800.00	-1,553.56	-3,353.56	-3,600.00	246.44
Expenses	59,131.45	54,803.90	4,327.55	59,131.45	119,607.84	-60,476.39
<u>Subdivision</u>						
Revenue	-166,420.00	-6,000.00	-160,420.00	-166,420.00	-10,200.00	-156,220.00
Expenses	214,587.29	25,080.09	189,507.20	214,587.29	75,380.09	139,207.20
<u>Economic Development</u>						
Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Expenses	83,832.00	83,832.00	0.00	83,832.00	83,832.00	0.00
<u>Recreation</u>						
Revenue	-124,303.80	-119,432.11	-4,871.69	-124,303.80	-175,157.07	50,853.27
Expenses	110,963.17	114,701.32	-3,738.15	110,963.17	243,439.31	-132,476.14
<u>Golf Course Loan</u>						
Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Expenses	42432.00	42432.00	0.00	42432.00	84864.00	-42432.00

	2015 ACTUAL	2015 BUDGET	VARIANCE
<u>Parks</u>			
Revenue	-59,680.49	-21,889.00	-37,791.49
Expenses	107,839.21	53,626.17	54,213.04
<u>Swimming Pool</u>			
Revenue	-99,040.79	-109,150.00	10,109.21
Expenses	89,402.98	115,017.92	-25,614.94
<u>Arena</u>			
Revenue	-104913.60	-98895.00	-6,018.60
Expenses	99457.20	99875.04	-417.84
<u>Culture</u>			
Revenue	-39,825.81	-2,100.00	-37,725.81
Expenses	117,782.28	121,585.02	-3,802.74
<u>Tourist Center</u>			
Revenue	-7,200.00	-7,200.00	0.00
Expenses	98,617.89	101,278.22	-2,660.33
<u>Capital Transfers</u>			
Revenue	\$0.00	\$0.00	0.00
Expenses	\$0.00	\$0.00	0.00
TOTAL REVENUE	-3,926,903.25	-3,650,958.39	-275,944.86
TOTAL EXPENSES	2,465,008.80	2,366,133.84	98,874.96

	2015 ACTUAL	2015 BUDGET	VARIANCE
Revenue	-59,680.49	-33,789.00	-25,891.49
Expenses	107,839.21	103,827.34	4,011.87
Revenue	-99,040.79	-124,550.00	25,509.21
Expenses	89,402.98	217,712.84	-128,309.86
Revenue	-104913.60	-122895.00	17,981.40
Expenses	99457.20	201790.08	-102,332.88
Revenue	-39,825.81	-4,200.00	-35,625.81
Expenses	117,782.28	124,385.02	-6,602.74
Revenue	-7,200.00	-14,400.00	7,200.00
Expenses	98,617.89	112,878.20	-14,260.31
Revenue	\$0.00	\$0.00	0.00
Expenses	\$0.00	\$0.00	0.00
TOTAL REVENUE	-3,926,903.25	-4,233,273.53	306,370.28
TOTAL EXPENSES	2,465,008.80	4,178,572.48	-1,713,563.68

**SELF FUNDING
OPERATIONS**

	<u>2015 ACTUAL</u>	<u>2015 BUDGET</u>	<u>VARIANCE</u>		<u>2015 ACTUAL</u>	<u>2015 BUDGET</u>	<u>VARIANCE</u>
<u>Water</u>							
Revenue	-259,765.22	-286,222.64	26,457.42		-259,765.22	-639,133.25	379,368.03
Expenses	<u>222,542.08</u>	<u>268,160.26</u>	-45,618.18		<u>222,542.08</u>	<u>566,657.89</u>	-344,115.81
	-37,223.14				-37,223.14		
<u>Sewer</u>							
Revenue	-83,642.30	-82,800.00	-842.30		-83,642.30	-167,000.00	83,357.70
Expenses	<u>151,513.92</u>	<u>151,422.14</u>	91.78		<u>151,513.92</u>	<u>275,521.93</u>	-124,008.01
	67,871.62				67,871.62		
<u>Garbage</u>							
Revenue	-168,006.74	-194,403.00	26,396.26		-168,006.74	-361,743.00	193,736.26
Expenses	<u>314,960.21</u>	<u>323,856.24</u>	-8,896.03		<u>314,960.21</u>	<u>380,397.48</u>	-65,437.27
	146,953.47				146,953.47		
Total Utility Surplus/Deficit	-177,601.95				-177,601.95		
<u>TOTAL SELF FUNDING</u>							
Revenue	-511,414.26	-563,425.64	52,011.38		-511,414.26	-1,167,876.25	656,461.99
Expenses	689,016.21	743,438.64	-54,422.43		689,016.21	1,222,577.30	-533,561.09
<u>TOTAL REVENUE</u>	<u>-4,438,317.51</u>	<u>-4,214,384.03</u>	<u>-223,933.48</u>		<u>-4,438,317.51</u>	<u>-5,401,149.78</u>	<u>962,832.27</u>
<u>TOTAL EXPENSES</u>	<u>3,154,025.01</u>	<u>3,109,572.48</u>	<u>44,452.53</u>		<u>3,154,025.01</u>	<u>5,401,149.78</u>	<u>-2,247,124.77</u>

Town of Vulcan

Request for Decision (RFD)

Correspondence and Information

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

BACKGROUND / PROPOSAL:

Attached is the list of Correspondence and Information for the period ending July 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 July 27, 2015 be received for information.

Initials show support -Reviewed by:

Director:



CAO

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

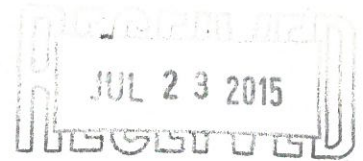
A. Office of the Minister of Health

Reply letter for Proposed Elimination of Grants in place of Taxes on Social Housing Properties



ALBERTA

*Office of the Minister of Health
Office of the Minister of Seniors
MLA, Edmonton-Glenora*



July 20, 2015

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

Dear Kim:

I have received several letters from municipalities and municipal organizations regarding the proposed elimination of grants in place of taxes on social housing properties owned and supported by government through the Alberta Social Housing Corporation. I understand your concerns and I thank you for your patience as we work toward a solution. Because this is a financial decision, we need to consider it within the broader Budget 2015 discussions.

I understand that notices of assessment have been issued; I ask for your continued patience over the summer while we work towards Budget 2015. In the meantime, if you have questions, I encourage you to discuss with Mike Leathwood, Assistant Deputy Minister for Housing. He can be reached by email at mike.leathwood@gov.ab.ca or by phone at 780-643-1020.

Sincerely,

A handwritten signature in blue ink, appearing to read "Sarah Hoffman".

Sarah Hoffman
Minister of Seniors
MLA, Edmonton-Glenora

Town of Vulcan

Request for Decision (RFD)

Committee and Administrative Reports

Meeting: Regular Council
Meeting Date: July 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.

- Vulcan Golf and Country Club – Minutes – July 16, 2015
- Vulcan and District Tourism Society – Minutes – July 20, 2015
- Municipal Planning Commission – Agenda – Minutes – July 21, 2015

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

Moved by Councillor _____ THAT the minutes and/or verbal reports of Town represented Boards/Committees at the July 27, 2015 Town Council Meeting be received for information.

- Vulcan Golf and Country Club – Minutes – July 16, 2015
- Vulcan and District Tourism Society – Minutes – July 20, 2015
- Municipal Planning Commission – Agenda – Minutes – July 21, 2015

Initials show support -Reviewed by:

Director:



CAO

VULCAN GOLF AND COUNTRY CLUB
EXECUTIVE MEETING MINUTES
JULY 16, 2015

MEETING CALLED TO ORDER, 7:00 P.M.

PRESENT: Dave Lanktree, Don McPherson, Barry Wallin, Ken Creed, Ron Fernley, Roberta Meehan, Georgia-Lee Debolt, Sue Dow, Mike Fenske, Duke Webber.

REGRETS: Wendy Williams, Nick Zubach

ADDITIONS TO THE AGENDA:

- pond on #11 fairway
- insurance
- Victim Services tournament
- kitchen contract
- Motion to accept the additions to the agenda made by Don McPherson seconded Peter Beckner. Carried

MINUTES OF THE LAST MEETING

- Minutes of the last meeting were reviewed. Motion to adopt the minutes of the last meeting by Ron Fernley, seconded by Peter Beckner. Carried.

FINANCIAL REPORT

- Presented by Barry Wallin. Discussion about new format. Report was tabled until Barry Wallin Can get verification on cart rental income for June.

GROUNDS REPORT

- As per attached report
- At this time Sue Dow brought up clarification on what Heather Loat wanted in her letter to club regarding pond on 11 th fairway.
- Dave Lanktree presented letter he sent to the Lethbridge Correction Institute about club being willing to have inmates come and do community service at the club.
- Motion to accept grounds report made by Ken Creed seconded by Peter Beckner. Carried

HOUSE REPORT

- information as per attached report
- Victim Services tournament was discussed
- Motion to accepted the report made by Roberta Meehan, seconded by Peter Beckner Carried.
- Barry Wallin made a motion that Golf Club will support and help run Victim Services Golf Tournamet. Seconded by Don McPherson. Carried.

CORRESPONDENCE

- Mike read letter from Town Council regarding councilors being able to vote on issues at our executive meetings. Town wants them to have right to vote on club issues as long as town is paying off the loan. Club need to get this procedure into our bylaws.

NEW BUSINESS

- Peter Beckner informed us that our insurance company will be sending an appraiser to access our buildings for insurance purposes.
- Don McPherson made a motion that the Kitchen Contract should be tendered yearly at the closing of club house each year. This will be put into Policy and Procedure Manual, seconded by Roberta Meehan. Carried.
- Kim Fath has requested that we send him "DRAFT COPY" of executive minutes.

IN CAMERA

- Barry Wallin moved meeting go in camera. Carried.
- Discussion
- Peter Beckner moved that meeting come out of camera. Carried.
- Letter will be sent to a member re discussion.
- Motion to go in camera a second time made by Sue Dow. Carried.
- Discussion
- Motion to come out of camera made by Roberta Meehan. Carried
- House Committee will be having a meeting.

NEXT MEETING DATE

- August 20, 2015

ADJOURNMENT

- Motion to adjourn by Don McPherson. Carried.

Vulcan & District Tourism Society

July 20, 2015

Present:	Karen Currie	Vera-Lynn Beal
	Sue Dow	Jason Schneider
	Michael Monner	Georgia-Lee DeBolt
	Devan Daniels	Shannon Clarke

Karen Currie adopted agenda. **Carried**

Jason Schneider moved minutes as presented. **Carried**

Michael Monner moved financial 2015 as information.

- Looking for part time bookkeeper for tourism
- Need to bring where money is coming from in the budget

Vera-Lynn Beal accepted the financial update. **Carried**

VulCon Update

- Grant came through
- Richard Hatch is now coming from New York
- Gary Graham is now coming from Atlanta
- Tony Todd arrangements booked by his agent now confirmed
- Catherine Hicks is as planned no problems

2016 50th Anniversary of Star Trek

CNE wants us to join them with a celebration but can't sell anything.

Ask Tourism Alberta if they will join for pamphlets to promote Alberta and Vulcan.

Star Trek Convention at Las Vegas

We will pay for Shannon and Devan's hotel and flight \$1100.00 from budget for VulCon. They will cover all other expenses.

Will approach stars to see about them coming to VulCon.

Next Meeting will be held April 13, 2015 at 6:00 pm at Council Chambers.

Grace Klitmoller moved into camera at 7:52 pm

Michael Monner moved out of camera at 8:53 pm

Georgia-Lee DeBolt made motion that Karen and Devan are on a hiring committee for a bookkeeper who will catch up the books for 2015 by September 30, 2015. **Carried**

Vera-Lynn Beal made motion that the bookkeeper will report to the treasurer Karen Currie and then to the accountant. **Carried**

Jason Schneider made motion that if the Tourism Station is closed during business hours a email to the board members about why it is closed so they can tell anyone who wants to know.

Carried

Michael Monner moved to adjourn at 9:02 pm.

MUNICIPAL PLANNING COMMISSION

Town of Vulcan Council Chambers

Tuesday, July 21, 2015 – 2:00 p.m.

A G E N D A

CALL TO ORDER

1.0 DELEGATIONS/OPEN SESSION FOR PUBLIC

2.0 ADDITIONS TO AGENDA - NIL

3.0 MINUTES

3.1 Municipal Planning Commission Meeting Minutes of June 16, 2015

4.0 MISC CORRESPONDENCE – NIL

5.0 SUBDIVISION, DEVELOPMENT APPLICATIONS & WAIVER REQUESTS

5.1 D15.20 - Request for Waiver – 417 Centre Street

5.2 D15.21 – Moved in Previously Occupied Home – 325-1st Street North

5.3 D15.22 - Request for Waiver – 335 Cottonwood Drive

5.0 UNFINISHED BUSINESS

7.0 NEW BUSINESS

8.0 DEVELOPMENT OFFICER'S REPORT

9.0 LAND USE BY-LAW REVIEW

10.0 QUESTION PERIOD

11.0 IN-CAMERA

12.0 NEXT MEETING – August 18, 2015

13.0 ADJOURNMENT

**MINUTES OF THE TOWN OF VULCAN MUNICIPAL PLANNING COMMISSION
MEETING HELD IN THE TOWN OF VULCAN COUNCIL CHAMBERS
ON TUESDAY JULY 21, 2015
COMMENCING AT 2:00 P.M.**

A meeting of the Municipal Planning Commission, of the Town of Vulcan in the Province of Alberta, was held in the Town Office on JULY 21, 2015 commencing at 2:02 p.m.

PRESENT:	Chairman	- John Seaman
	Vice Chairman	- Ross Zuehlke
	Member	- Ron Fernley
	Member	- Paul Taylor
	Member	- Lyle Magnuson
	Member	- Randy Wolfe
	Development Officer	- Nancy Neufeld

ABSENT:	Member	- Lyle Magnuson
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CALL TO ORDER: Chairman John Seaman called the meeting to order at 2:02 p.m.

1.0 DELEGATION - Mike Massey was in attendance to discuss proposed development at 113-1st Street North.

2.0 ADDITIONS TO THE AGENDA

Motion: 15.34

Moved by Member Randy Wolf that Development at 113-1st Street North be added to the agenda under New Business.

CARRIED

3.0 MINUTES

3.1 Minutes of the June 16, 2015 meeting of the MPC.

Motion: 15.35

Moved by Member Ron Fernley that the Minutes of the Town of Vulcan Municipal Planning Commission June 16, 2015 be approved as circulated and read by each member of the Commission.

CARRIED

4.0 MISCELLANEOUS CORRESPONDENCE - NIL

5.0 SUBDIVISION, DEVELOPMENT APPLICATIONS & WAIVER REQUESTS

5.1 D15.20 – R-1 – Request for Waiver 417 Centre Street – Lot 13 Block 14 Plan 7552BN

Motion: 15.36

Moved by Ross Zuehlke that the Municipal Planning Commission approve Development Permit D15.20 as follows:

- ☐ No development authorized by the issue of this permit shall commence:
 - Prior to validation date as indicated, or
 - If an appeal is made, until the appeal is decided upon
- ☐ Must comply with all Federal and Provincial Statutes and Regulations
- ☐ Must comply with Town of Vulcan Land Use By-Law 1437-15.
- ☐ Waiver granted for rear yard setback of accessory building (shed) from 0.6m to .01m.
- ☐ Encroachment agreement to be registered on title regarding encroachment of eaves of accessory building into municipal property (lane).

CARRIED

5.2 D15.21 – R-1 – Discretionary Use – Moved in Pre-occupied Home 325-1st Street North – Lots 19&20 Blk 10 Plan 4030AM

Motion: 15.36

Moved by Ross Randy Wolfe that the Municipal Planning Commission approve Development Permit D15.21 as follows:

- ☐ Must comply with all Federal and Provincial Statutes and Regulations.
- ☐ Must comply with Town of Vulcan Land Use By-Law 1437-15.
- ☐ Buildings to be surveyed or pinned by a certified Alberta Land Surveyor prior to foundation being poured. A copy of the surveyed site plan dated and signed/stamped by surveyor be on file with the Town prior to foundation inspection.
- ☐ Safety code permits required prior to commencement of work, i.e. building, electrical, plumbing and gas.
- ☐ Adherence to Alberta Building and Fire Code changes effective May 2, 2009.
- ☐ Contractor/owner is responsible for the installation of Town approved water meter. 5/8"x3/4" water meter provided at the Town Office.
- ☐ Safety Code Permits finalized (Permit Services Reports issued) prior to occupancy.
- ☐ Occupancy permits issued by the Town of Vulcan must be obtained prior to occupancy of the development.
- ☐ Provision of Real Property Report upon completion of construction and prior to occupancy.
- ☐ Project to be completed eight months from date foundation is poured.
- ☐ Exterior improvement, i.e. roofing and siding

CARRIED

**5.3 D15.22 – R-1 – Request for Waiver
335 Cottonwood Drive – Lot 2 Blk 53 Plan 7710842**

Motion: 15.37

Moved by Ron Fernley that the Municipal Planning Commission approve Development permit D15.20 Request for Waiver.

Motion was withdrawn.

Motion: 15.38

Moved by Ross Zuehlke that the Municipal Planning Commission deny D15.20 request for waiver of the encroachment of the accessory building (shed) into URW.

CARRIED

6.0 UNFINISHED BUSINESS - NIL

7.0 NEW BUSINESS

7.1 Development 113-1st Street North

Mike Massey submitted a development permit application July 20, 2015 in regards to development of an "automotive repair shop" at 113-1st Street North. Formal application to the MPC cannot be made at this meeting as the application was not received prior to agenda being set. Mr. Massey was in attendance to discuss the application with the Commission.

In reviewing the application the following items were noted:

- "Automotive Repair Shop" is neither an approved or discretionary use in district C-1.
- Mr. Massey has contemplated this application for a number of years and through previous discussions with Town Development Officers had been led to believe that it was an approved use for this district.
- Minimum width of lot for C-1 is 50' and the proposed lot is 25'.

After discussion with between the MPC and Mr. Massey, direction from the MPC was that the Development Officer was to work with Mr. Massey on the application.

Motion: 15.39

Moved by Ross Ross Zuehlke that the Development Officer works with Mr. Massey on Development Permit Application D15.25.

CARRIED

8.0 DEVELOPMENT OFFICER'S REPORT

The Commission was provided with the Development Officer's Report.

Motion: 15.40:

Moved by member Paul Taylor that the Municipal Planning Commission receive the Development Officer's report for information.

CARRIED

9.0 LAND USE BY-LAW REVIEW

Development Officer is in the process of developing a policy regarding requirements for encroachment agreements. The committee was provided with suggestions for the policy and provided feedback on same.

10.0 QUESTION PERIOD

9.0 IN-CAMERA - NIL

10.0 DATE OF NEXT MPC MEETING – August 18, 2015

11.0 ADJOURNMENT

The meeting adjourned at 4:45 p.m.

Chairman

Secretary

Town of Vulcan

Request for Decision (RFD)

Bylaw No. 1443-15 Local Improvement – 3rd Avenue North

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

BACKGROUND / PROPOSAL:

This bylaw authorizes the Council of the Municipality to impose a local improvement tax in respect of all lands that directly benefit from the 3rd Avenue North pavement and local curb local improvement project.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached is a copy of Bylaw No. 1443-15.

Council is asked to adopt this bylaw.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

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

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

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

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

Initials show support -Reviewed by: _____

Director: _____


CAO

**BY-LAW NO. 1443-15
OF THE TOWN OF VULCAN**

(hereinafter referred to as "the Municipality")
IN THE PROVINCE OF ALBERTA

This by-law authorizes the Council of the Municipality to impose a local improvement tax in respect of all lands that directly benefit from the 3rd Avenue North pavement and curb local improvement project.

WHEREAS:

The Council of the Municipality has decided to issue a by-law pursuant to Section 397 of the *Municipal Government Act* to authorize a local improvement tax levy to pay for the 3rd Avenue North pavement and curb local improvement project.

A local improvement plan has been prepared and the required notice of the project given to the benefiting owners in accordance with the attached Schedule A and Schedule B and no sufficient objection to 3rd Avenue North pavement and curb local improvement project has been filed with the Municipality's Chief Administrative Officer.

The Council has decided to set a uniform tax rate based on the number of units of frontage assessed against the benefiting owners.

Plans and specifications have been prepared. The total cost of the project is estimated to be \$158,324.00 and the local improvement plan estimates that the following contributions will be applied to the project:

Municipality at Large	\$79,162.00
Benefiting Owners	\$79,162.00
Total Cost	\$158,324.00

The local improvement tax will be collected for Twenty Five (25) years and the total amount levied annually against the benefiting owners is \$4,483.70.

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

**NOW, THEREFORE, THE COUNCIL OF THE MUNICIPALITY DULY
ASSEMBLED, ENACTS AS FOLLOWS:**

1. That for the purpose of completing the 3rd Avenue North pavement and curb local improvement project the sum of SEVENTY NINE THOUSAND ONE HUNDRED SIXTY TWO DOLLARS (\$79,162.00) be collected by way of an annual, uniform local improvement tax rate assessed against the benefiting owners as provided in Schedule A and Schedule B attached.
2. The net amount levied under the by-law shall be applied only to the local improvement project specified by this by-law.
3. This by-law comes into force on the date it is passed.

READ A FIRST TIME THIS _____ DAY OF JULY, 2015.

READ A SECOND TIME THIS _____ DAY OF JULY, 2015.

READ A THIRD TIME THIS _____ DAY OF JULY, 2015.

(MAYOR)

(CHIEF ADMINISTRATIVE OFFICER)

SEAL

Schedule A to By-law No. 1443-15

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

1. Properties to be assessed:

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

2. Total Frontage 161.2 Meters
3. Total Levy \$ 79,162.00
4. Total Levy per Front Meter \$ 491.08
5. Annual Unit Rate per Front Meter Payable
for a Period of Twenty Five (25) years at 2.92% \$ 8.17
6. Total Yearly Assessment against all properties
to be assessed \$ 4,483.70

Schedule B to By-law No. 1443-15

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

1. Properties to be assessed:

	Lump Sum Payment	Payment Per Year
• 418 3 rd Ave North – Roll # 063901	\$7,484.05	\$423.89
• 414 3 rd Ave North – Roll # 063902	\$7,484.05	\$423.89
• 410 3 rd Ave North – Roll # 063903	\$7,484.05	\$423.89
• 406 3 rd Ave North – Roll # 063904	\$7,484.05	\$423.89
• 402 3 rd Ave North – Roll # 063905	\$7,484.05	\$423.89
• Public P1 – Roll # 064300	\$41,741.75	\$2,364.23

Town of Vulcan

Request for Decision (RFD)

Bylaw No. 1444-15 Municipal Borrowing Bylaw

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

BACKGROUND / PROPOSAL:

The Borrowing Bylaw is adopted annually.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

It is suggested that the limit amount of \$413,500.00 be maintained.

Attached is a draft bylaw.

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Bylaw No. 1444-15 be given first reading.

Moved by Councillor _____ THAT Bylaw No. 1444-15 be given second reading

Moved by Councillor _____ THAT Bylaw No. 1444-15 be given third and final reading.

Initials show support -Reviewed by: _____

Director: _____


CAO

MUNICIPAL BORROWING BYLAW

For the Purpose Specified in Section 256 of the Municipal Government Act

Bylaw No. 1444-15

WHEREAS the Council of Town of Vulcan (hereinafter called the "Corporation") in the Province of Alberta, considers it necessary to borrow certain sums of money for the purpose of:

(Insert description of purpose in general terms)

Operating Credit Facility and Alberta Business Mastercard

NOW THEREFORE pursuant to the provisions of the Municipal Government Act, it is hereby enacted by the Council of the Corporation as a By-law that:

1. The Corporation borrow from Alberta Treasury Branches ("ATB") up to the principal sum of \$413,500.00 repayable upon demand at a rate of interest per annum from time to time established by ATB, and such interest will be calculated daily and due and payable monthly on the last day of each and every month.
2. ~~Prior to demand the Corporation make, on account of the borrowing, payments of \$ _____ each, or as may subsequently be agreed with ATB in writing, for a term of _____ years.~~
3. The Chief Elected Officer and the Chief Administrative Officer are authorized for and on behalf of the Corporation:
 - (a) to apply to ATB for the aforesaid loan to the Corporation and to arrange with ATB the amount, terms and conditions of the loan and security or securities to be given to ATB;
 - (b) as security for any money borrowed from ATB
 - (i) to execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debts;
 - (ii) to give or furnish to ATB all such securities and promises as ATB may require to secure repayment of such loans and interest thereon; and
 - (iii) to execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments and transfers to and in favour of ATB of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation or in which the Corporation may have any interest, and any other documents or contracts necessary to give or to furnish to ATB the security or securities required by it.

(Delete and initial clause 2, if loan is a revolving line of credit.)

4. The source or sources of money to be used to repay the principal and interest owing under the borrowing from ATB are:

(Insert source of
repayment.)

Taxes, Reserves, Grants, etc

5. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.
6. In the event that the Municipal Government Act permits extension of the term of the loan and in the event the Council of the Corporation decides to extend the loan and ATB is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in paragraph 3 hereof and delivered to ATB will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation, and ATB will not be bound to inquire into the authority of such officers to execute and deliver any such renewal, extension document or security.
7. This Bylaw comes into force on the final passing thereof.

Certificate

WE HEREBY CERTIFY that the foregoing Bylaw was duly passed by the Council of the Corporation therein mentioned at a duly and regularly constituted meeting thereof held on the _____ day of _____ at which a quorum was present, as entered in the minutes of the said Council, and that the Bylaw has come into force and is still in full force and effect.

WITNESS our hands and the seal of the Corporation this _____ day of _____.

Seal

Chief Elected Official

Chief Administrative Officer

Completing Form 7115 - Municipal Borrowing Bylaw

Heading

Signing officers must complete the heading of the form ("Section ___ of the Municipal Government Act" or "Bylaw No. ___" to ensure they are aware of all conditions and restrictions set forth in the Municipal Government Act. Refer to clause 5 of form. Depending on the loan purpose, officers should enter the following section of the Municipal Government Act in this space.

- For Operating expenditures, enter section 256
- For Short-term capital borrowing, enter section 257
- For Long-term capital borrowing, enter section 258
- For Interim financing - capital projects, enter section 259
- For Special projects, enter section 260
- For Refinancing, enter section 261
- For Interim financing of joint project, enter section 262
- For Local improvements, enter section 263

Name of Municipality

- Enter legal name of municipality.

Loan Purpose

- Enter purpose of the loan in general terms.

Clause 1

- Loan Amount

Clause 2 - Loan for Operating Expenditures

- Delete Clause 2 of the bylaw
- Ensure both officer signing the form initial the deletion

Clause 2 - Loans for Capital Expenditures

- Enter: The frequency of principal payments. For example, monthly, quarterly, semi-annual, or annual.
- Enter: The payment amount. If payments are equalized, enter the equalized payment. If payments are principal plus interest, enter only the principal payment.
- The loan term should not exceed 1 year.

Clause 4 - Source of Repayment

Insert the source of repayment. Use the following guidelines:

- Operating Expenditures - For example, enter: taxes, reserves, or grants.
- Short-Term Capital Borrowing - For example, enter: business tax, property tax, well drilling equipment tax, reserves, or grants.
- Long-Term Capital Borrowing - For example, enter: business revitalization zone tax, reserves, or grants.
- Interim Financing - Capital Projects - Enter: payout from long-term capital loan.
- Special Works - For example, enter: special tax.
- Refinancing - For example, enter: property tax, business tax, reserves, or grants.
- Interim Financing of Joint Project - For example, enter: share of joint venture with _____ County.
- Local Improvements - For example, enter: local improvement tax.

Clause 5 - Compliance to Municipal Government Act: Interpretation

- The onus is on the municipality to comply with the Municipal Government Act and its regulations.
- ATB can rely on the bylaw 30 days after the municipality passed the bylaw.
- If a bylaw appears to be outside restrictions established by the Municipal Government Act, contact your lender, who will contact their Credit department for direction.

Certificate And Signing

- Officers must complete and sign the certificate on the date the meeting is held to pass the bylaw. by:
- Execution of the form:
 - Signed by the Chief Elected Official
 - Signed by the Chief Administrative Officer
 - Sealed with the municipality's corporate seal
 - All signing parties must initial any changes.

Town of Vulcan

Request for Decision (RFD)

Bylaw No. 1445-15 Amendment to Bylaw No. 1331-05

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

BACKGROUND / PROPOSAL:

This bylaw authorizes the Council of the Municipality amend Bylaw No. 1331-05 known as Traffic Bylaw.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached is a copy of Bylaw No. 1445-15.

Council is asked to adopt this bylaw.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Bylaw No. 1445-15 be given first reading.

Moved by Councillor _____ THAT Bylaw No. 1445-15 be given second reading.

Moved by Councillor _____ THAT Bylaw No. 1445-15 be introduced for third reading.

Moved by Councillor _____ THAT Bylaw No. 1445-15 be given third and final reading.

Initials show support -Reviewed by: _____

Director: _____


CAO

**TOWN OF VULCAN
BYLAW NO. 1445-15**

**A BYLAW OF THE TOWN OF VULCAN, IN THE PROVINCE OF ALBERTA,
FOR THE PURPOSE OF AMENDING TRAFFIC BYLAW NO. 1331-05.**

WHEREAS, the Council of the Town of Vulcan wishes to amend Bylaw No. 1331-05 known as "Traffic Bylaw";

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

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

1. AMENDMENT

Section 7. *Off-Highway Vehicles* of Bylaw No. 1331-05 is amended to read as follows:

4. Notwithstanding section 7.1 of By-Law 1331-05 it shall be lawful to operate only snow vehicles, 3 or 4 wheeled low pressure tire vehicles, commonly referred to as "quads" or "trikes", motorcycles and related 2-wheel vehicles within the Town of Vulcan in accordance with this By-Law. Those vehicles:
 - a) Shall be licensed and insured, where possible, and operated pursuant to the Off-Highway Vehicles Act and regulations and amendments made thereto,
 - b) May be operated on a Highway within the Town of Vulcan, but only for the purpose of proceeding via the most direct route from the point of origin to the nearest point outside the Corporate limits of the Town of Vulcan, or for the purpose of returning to the point of origin by the most direct route from the nearest point outside the said Corporate boundaries.
 - c) Shall not be operated:
 1. In any other place other than the highway as defined in the Highway Traffic Act, R.S.A. 2000 and amendments thereto
 2. Between the hours of 11:00 p.m. and 7:00 a.m.
 3. At a rate of speed greater than 30 kilometers per hour on any street or avenue, or at a rate of speed greater than 20 kilometers per hour in any alley.

2. COMING INTO FORCE

The present bylaw will come into force on the day of its final reading.

Read a first time this ___th day of July, 2015.

Read a second time this ___th day of July, 2015.

Unanimous consent received to hold third and final reading.

Read a third and final time this ___th day of July, 2015.

Kim Fath
Chief Administrative Officer

Thomas Grant
Mayor

TOWN OF VULCAN
BYLAW NO. 1331B-08

**A BYLAW OF THE TOWN OF VULCAN, IN THE PROVINCE OF ALBERTA,
FOR THE PURPOSE OF AMENDING TRAFFIC BYLAW NO. 1331-05.**

WHEREAS, the Council of the Town of Vulcan wishes to amend Bylaw No. 1331-05 known as "Traffic Bylaw";

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

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

1. AMENDMENT

~~Bylaw No. 1331-05 is amended by adding the following to section 7. Off Highway Vehicles:-~~ Section 7. Off-Highway Vehicles of Bylaw No. 1331-05 is amended to read as follows:

4. Notwithstanding section 7.1 of By-Law 1331-05 it shall be lawful to operate only snow vehicles, 3 or 4 wheeled low pressure tire vehicles, commonly referred to as "quads" or "trikes", motorcycles and related 2-wheel vehicles ~~and golf carts~~ within the Town of Vulcan in accordance with this By-Law. Those vehicles:
 - a) Shall be licensed and insured, where possible, and operated pursuant to the Off-Highway Vehicles Act and regulations and amendments made thereto,
 - b) May be operated on a Highway within the Town of Vulcan, but only for the purpose of proceeding via the most direct route from the point of origin to the nearest point outside the Corporate limits of the Town of Vulcan, or for the purpose of returning to the point of origin by the most direct route from the nearest point outside the said Corporate boundaries. ~~except for "Golf Carts" which must travel via the most direct route from the point of origin to the Vulcan Golf and Country Club and back to the point of origin by the most direct route.~~
 - c) Shall not be operated:
 1. In any other place other than the highway as defined in the Highway Traffic Act, R.S.A. 2000 and amendments thereto
 2. Between the hours of 11:00 p.m. and 7:00 a.m.
 3. At a rate of speed greater than 30 kilometers per hour on any street or avenue, or at a rate of speed greater than 20 kilometers per hour in any alley.

2. COMING INTO FORCE

The present bylaw will come into force on the day of its final reading.

Read a first time this ~~9th day of June, 2008.~~

Read a second time this ~~9th day of June, 2008.~~

Unanimous consent received to hold third and final reading.

Read a third and final time this ~~9th day of June, 2008.~~

~~Alcide Cloutier~~_____
Chief Administrative Officer

Thomas Grant
Mayor

Town of Vulcan

Request for Decision (RFD)

360 Fitness – Walk/Run Judgement Kills

Meeting: Regular Council
Meeting Date: **July 27, 2015**
Originated By: Bonnie Ellis

BACKGROUND / PROPOSAL:

360 Fitness is requesting permission host a 5 km and 10 km walk/run within the Town limits starting and finishing in front of the Vulcan swimming pool making use of the walking path for the majority of the run. This run is very similar to the Terry Fox Run held each year.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Volunteers and security will be placed at all road crossings, water stations and 'Race in Progress' signs will be placed along the route. They will be in charge of cleaning up the area after the race has taken place.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves the request of 360 Fitness to host this walk/run within Town limits.

Initials show support -Reviewed by: _____

Director: _____

CAO

360 Fitness

Cassandra Orr

31 Centre Street • Vulcan, AB T0L 2B0 • Phone: 1-403-485-4898 •
E-Mail: Cassandra@threesixtyfit.ca Web: www.threesixtyfit.ca



360 FITNESS

Date: July 16, 2015

Town of Vulcan

321- 2nd Street South Box 360
Vulcan Alberta T0L 2B0

Dear Town of Vulcan:

My name is Cassandra Orr, and I recently started up a new company called 360 Fitness. My company is a health and fitness based company where I host boot camps, one on one personal training and workshops. Recently I have developed a new campaign called the #JUDGEMENTKILLSCAMPAIGN. I started this campaign because I want to try to push towards putting an end to judgments in our society. Now a days individuals become way too caught up with what others opinions. We are all so worried about being judged on our actions or decisions and often will give up on our dreams so that we "Fit in". But WHY?! We all deserve the opportunity to chase our dreams and live up to our potential! I want to help motivate, and inspire individuals around the community to push aside the judgment's and do what they love. We are all blessed with amazing talents and deserve to let them shine!

On August 22nd I wanted to host a 5km and 10km WALK/RUN here in Vulcan Called Judgement Kills. I have attached a copy of my route and I also wrote down the roads that may need to be blocked off in order for the race to take place. Majority of the race will be taking place on the walking path. I am putting together a group of volunteers and security that will sit at road closures and water stations along the route. They will also be in charge of cleaning up the area after the race has taken place. I can get you this list shortly, I am just rounding up a few more volunteers.

A large portion of the proceeds will be going to the VEENA Warriors campaign that was created by Jena Murray. Jena Murray is from Lomond Alberta as many of you probably know. I chose her campaign because I wanted to pick something local, and I love the idea behind VEENA. Some of the money will also go towards T-shirts and bracelets for the race packages as well as a post race snack. If there is any money left over it will go towards the #judgementkillscampaign. I eventually plan to host workshops geared towards confidence building and the mental side of sport for young athletes at the Vulcan Junior High and High School, as well as an after school fitness club. So some of the money will go into funding these workshops and spreading the word about the #judgementkillscampaign.

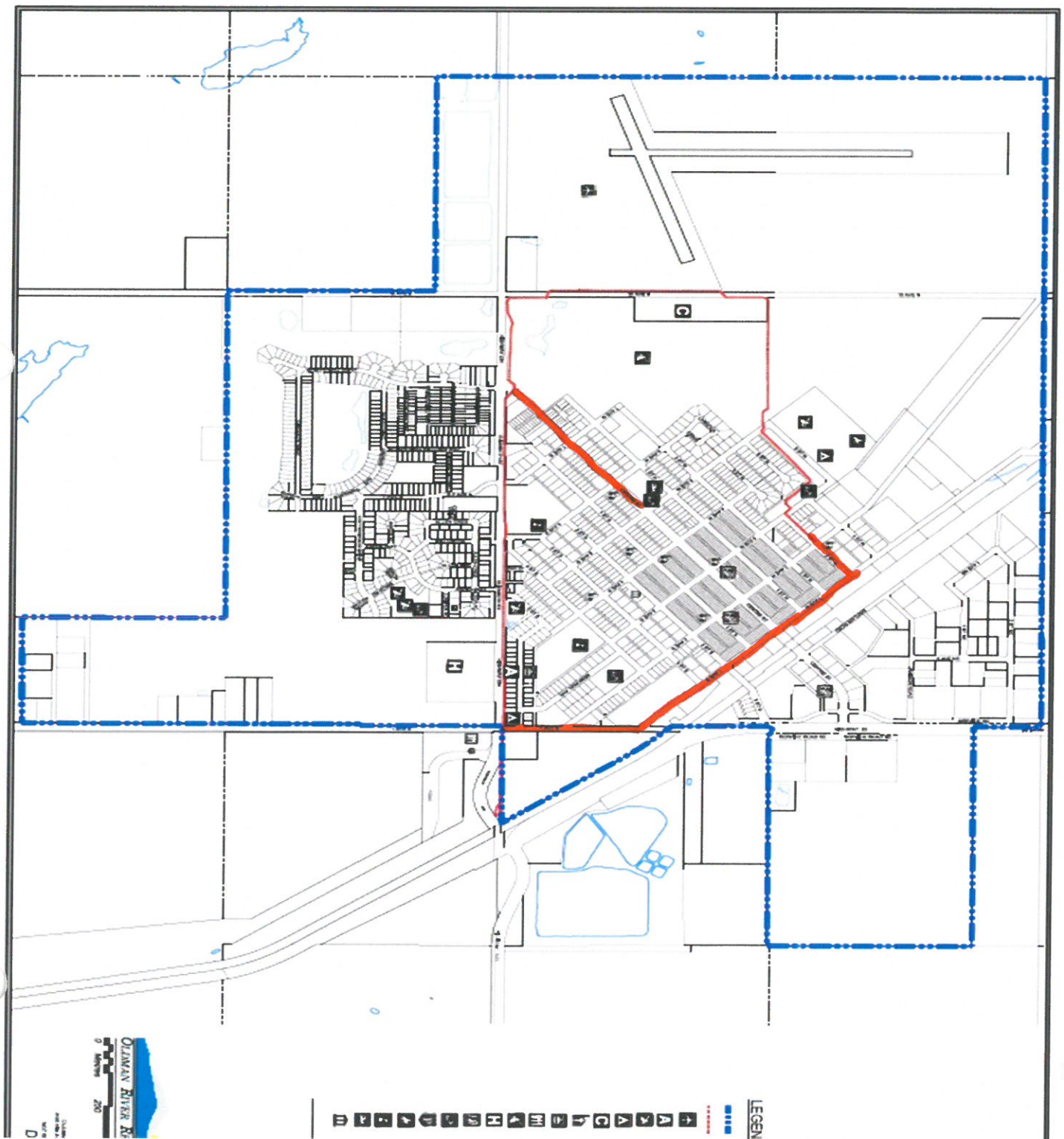
If you have any questions please do not hesitate to contact me. Thank you for your time and I hope to hear from you soon!



Sincerely,

Cassandra Orr

Owner of 360 Fitness



Questions:

The date: Saturday, August 22nd.

Time of day: 9:00am

Estimated amount of people attending: I honestly don't know exact numbers, but probably no more than 100 people.

Anticipated Route and Distance(s): 5 & 10km Routes around perimeter of Vulcan.

What road closures if any: I don't think we would have to fully close off any roads except for maybe right by the pool just so we can put up our start/ finish line.

Where would your rallying points be:

Start: Vulcan Pool

Finish: Vulcan Pool

You would have to have the event insured, who would your insurance be by: Wes Fulton Agencies- Western Financial.

Who would be responsible for cleanup of the event: I will be putting together a group of Volunteers. – Once I get the list of Volunteers together I will get it to you.

Judgement Kills 5km & 10km: Road Closures

For my event I will not need any major road closures. I plan to have the start/finish line right out in front of the pool where the Tinman usually takes place. The race will then head out towards the highway and turn onto the walking path. Majority of the race will take place on the walking path. I will have volunteers at all of the road crossings and I also plan on borrowing the "Race in Progress" signs to place on the roads and walking path. The walking path ends at the elevators, so I will have more volunteers here to guide the runners up the road to where the walking path starts again at the ice arena. I will not need to block off this road, but I will have cones and signs up stating that there is a race taking place. I will also put up a few barricades where they are needed. The 5km race will be one loop of the walking path and the 10km will be two loops.

If you have any questions do not hesitate to contact me.

Kind Regards,
Cassandra Orr
Owner of 360 FITNESS

Town of Vulcan

Request for Decision (RFD)

Review of Recreation Master Plan

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

BACKGROUND / PROPOSAL:

Vulcan and District Recreation Department is requesting a meeting on August 6, 2015 at 11:00 a.m. to review the Recreation Master Plan presented by RC Strategies.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves a Committee of the Whole meeting be held on August 6, 2015 at 11:00 a.m.

Initials show support -Reviewed by: _____

Director: _____


CAO

Town of Vulcan

Request for Decision (RFD)

Little Free Libraries

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

BACKGROUND / PROPOSAL:

The Vulcan County Early Childhood Development Coalition is asking permission from the Town to place "Little Free Library" boxes in several locations in Vulcan. They currently have funding for 3 boxes to be installed.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

They are asking for permission to put up free libraries in the following locations:

- Vulcan Swimming Pool
- Vulcan Skating Rink
- Virginia Mitchell Park, Walking Path near exercise equipment

As shown in the power point presentation found in the Council Log In site there are 3 possible site suggestions shown for the swimming pool and skating rink.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT

Initials show support -Reviewed by: _____

Director: _____


CAO



Vulcan County Early Childhood Development Coalition

July 22, 2015

Dear Town of Vulcan,

Little Free Libraries are a concept conceived to spread the idea of increasing literacy and help build a sense of community. It is a worldwide phenomenon that has spread across the planet. Calgary boasts over 40 and worldwide there are over 25,000. They are not intended to take the place of traditional libraries but to supplement. With a little free library, you walk or drive by. Stop. Take a book. Leave a book. Your selections are limited by the size of the box. There will be books available for children and adults. Stocking of books will be done by volunteers.

We currently have funding to build 3 Little Free Library's to be installed in the Town of Vulcan. We are hoping to have these built and ready for installment by the end of September or early October.

We are asking for your permission to put a "Little Free Library" @ Vulcan Lion's Swimming Pool as suggested by the Vulcan Lion's Club who are funding 2 of these, one at the Vulcan Skating Rink, and one at the outdoor equipment along the walking path near park bench at Virginia Mitchell. Please see attached for picture of "Little Free Library" and approximate suggested location sites. Please note that there are 3 possible choices at the Swimming Pool and Skating Rink. Some concerns may be: where the water sprinklers are and installing a post through the pavement, snow removal. A 4x4 post would be erected and the library box would be mounted on that. The box itself would be approximately 24" wide x 18" deep x 26" high. This is an estimate as I am still waiting for a blueprint from the builder.

We hope that these locations are places where the Little Free Libraries will see the most traffic by community members and visitors. Please let me know if you agree with these locations or if you have other possible location sites. Please also keep in mind that if the Little Free Library doesn't work for some reason in a location, it can be moved.

If you would like more information about the "Little Free Libraries", you can contact Kim @ Vulcan_eccoalition@hotmail.com or phone: 403-485-6816 or check out the website @ <http://littlefreelibrary.org>.

Sincerely,

Kim Daniells

Resource Coordinator

Vulcan County Early Childhood Development Coalition

Town of Vulcan

Request for Decision (RFD)

PL-2 Encroachment Policy

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

BACKGROUND / PROPOSAL:

At the July 13, 2015 Council questioned if a policy could be put in place for encroachment applications that fall within set guidelines could be approved by Administration instead of being brought to Council.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Development Officer has submitted draft policy PL-2 Encroachment Policy for Council's consideration.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council that PL-2 Encroachment Policy be approved.

Initials show support -Reviewed by: _____

Director: _____


CAO

TOWN OF VULCAN

POLICY MANUAL

<u>TITLE OF POLICY</u> Encroachment Policy	<u>POLICY NUMBER</u> PL-2		
	SUPERCEDES POLICY NO:		
	Amended	Resolution No.	Date

Policy Statement

The Town of Vulcan recognizes that encroachments exist and will continue to be discovered. The Town has established this policy to ensure that encroachment applications are evaluated in a consistent manner. The Town shall, at its sole discretion, authorize encroachments which have occurred onto Town property or a Town Easement/Right-of-Way through execution of a written agreement with the infringing party.

Purpose

Encroachment applications will be reviewed on their own merits and the Town must ensure that the encroachment does not adversely affect the Town's or a utility operator's ability to maintain services for public use.

Authorization

Section 61 of the Municipal Government Act Authorizes a municipality to grant rights over its property.

Definitions

1. Council means the Municipal Council for the Town of Vulcan.
2. Easement means any right of way or easement for the passage and maintenance of public utilities, identified by a registered plan or by description and document by a Registered Easement or Utility Right-of-Way granted to the Town and utility companies/operators.
3. Encroachment means anything constructed or erected with a fixed location on the ground or attached to something fixed to something having a fixed location on the ground, that extends on, over or under municipal lands and shall include but not be limited to the following:

- (i) Buildings and all projections, including eaves, cantilevers, etc.
 - (ii) Sheds including those attached to a dwelling and/or fence
 - (iii) Fences
 - (iv) Asphalt, concrete or brick sidewalks, curbs, parking pads, aprons or driveways
 - (v) Structures (including decks, stairs, patios, balconies, etc.)
 - (vi) Retaining walls
 - (vii) Swimming pools and hot tubs
 - (x) Signs
- 4. Municipal Lands means collectively or individually a street, easement, reservoir or Town owned parcel.
 - 5. Property owner means the owner of the land adjacent to Municipal Lands or owner of land encumbered by an easement.
 - 6. Encroachment Agreement means an agreement between the property owner and the Town authorizing encroachment.
 - 7. Major Encroachment means improvements to a private property which encroach 0.3m (1ft) onto a public roadway or Town owned Utility Right-of-Way.
 - 8. Minor Encroachment means improvements to a private property which encroach less than 0.3m (1ft) onto a public roadway or Town owned Utility Right-of-Way.

Responsibilities

- 1. Council is to make decisions on major encroachments.
- 2. Chief Administrative Office is to endorse encroachment agreements for minor encroachments on the behalf of the Town.
- 3. Development Officer is responsible for review, circulation and co-ordination of all applications for encroachment.
- 4. Development Officer to maintain an inventory of Encroachment Agreements.

Procedures

- 1. Property owner is responsible for provision of encroachment agreement to the Town for approval.
- 2. It is the responsibility of the owner to ensure that the signed encroachment agreement is registered at Land Titles and provision of proof of registration to the Town.
- 3. Unless an Encroachment is authorized by the Town pursuant to this Policy, the Encroachment

shall be removed from the affected Municipal Lands.

4. Unless an Encroachment Agreement states otherwise, an Encroachment once authorized by the Town may continue to be used providing the size of the Encroachment is not increased, and the Encroachment is not added to, rebuilt or structurally altered, except:
 - a) As may be necessary to remove the Encroachment, or
 - b) As may be necessary for the routine maintenance of the Encroachment
5. If the Encroachment or the structure benefiting from the Encroachment is damaged or destroyed to the extent of more than 75% of the replacement value of the Encroachment or such structure, the Encroachment shall not be repaired or reconstructed and shall be removed from the Municipal Lands unless the repair or reconstruction has been approved by the Town.
6. An authorized Encroachment does not relieve an Owner from the responsibility to comply with all applicable federal, provincial and municipal statutes, regulations, orders, bylaws and policies.

ATTACHMENTS

Schedule A – Encroachments Not Requiring an Encroachment Agreement

PL-2 ENCROACHMENT POLICY
SCHEDULE A
ENCROACHMENTS NOT REQUIRING AN ENCROACHMENT AGREEMENT

Encroachments into Roads Not Requiring an Encroachment Agreement

1. Driveways or sidewalks which provide access to a residential dwelling or commercial business, excluding all retaining walls or landscape structures that are considered to be features not directly benefiting the access or which may adversely affect access to or use of the road.
2. Concrete garage aprons encroaching less than 0.3m into lanes.
3. Steps which do not interfere with public sidewalks or trails and do not decrease the usable width of the lane.
4. Non-permanent surface improvements within a boulevard area, including landscaping features, ground cover, driveways and irrigation systems which extend beyond a property line to a sidewalk, curb or edge of pavement.
5. Sign or canopies projecting into a street complying with current Land Use Bylaw.
6. Encroachments less than 0.05m (0.16ft) may not require an Encroachment Agreement.

Encroachments into Easements Not Requiring an Encroachment Agreement

1. Driveways or sidewalks which provide access to a residential or commercial building excluding retaining walls or landscape structures that are considered to be features not directly benefiting the access or which may adversely affect access to or use of the Easement.
2. Fence sections that span an easement or encroaches less than 0.3m into an easement.
3. Any fence projecting across or through an overland drainage right of way.
4. Retaining walls less and 0.2m in height, encroaching less than 0.3m into an easement except where the retaining wall is located adjacent to an above ground utility facility.
5. Eaves encroaching less than 0.1m into an easement.
6. Encroachments less than 0.05m (0.16ft) may not require an Encroachment Agreement.

Town of Vulcan

Request for Decision (RFD)

Vulcan & District Tourism Society Member-at-Large Representative

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

BACKGROUND / PROPOSAL:

The Vulcan & District Tourism Society bylaws stipulates that the Society must be managed by seven directors. One Director as a Member-at-Large must be appointed by the Town of Vulcan.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Vulcan & District Tourism Society is requesting that Vera-Lynn Beal be appointed as the Town of Vulcan Member-at Large representative to sit on the Vulcan & District Tourism Society.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves the recommendation that Vera-Lynn Beal be appointed as the Town of Vulcan Member-at-Large representative for the Vulcan & District Tourism Society.

Initials show support -Reviewed by:

Director:



CAO

July 21, 2014

Town of Vulcan
Box 360
Vulcan, AB T0L 2B0

Dear Kim,

RE: Appointment of Member of Large

The Vulcan and district Tourism Society would like to inform the Town that Vera-Lynn Beal has been chosen for the position of Town of Vulcan Representative at Large.

Thank you for your consideration in this matter.

Yours truly,



Sue Dow
Chairman
Vulcan & District Tourism Society

Cc: Vera Lynn Beal

ARTICLE 15 - BOARD OF DIRECTORS

15.1 The affairs of the Society shall be managed by seven (7) Directors who shall be appointed as follows:

- (a) two (2) Directors from Vulcan County;
- (b) two (2) Directors from the Town of Vulcan;
- (c) one (1) Director – Member at Large appointed by Vulcan County
- (d) one (1) Director – Member at Large appointed by the Town of Vulcan
- (e) one (1) Director – appointed by the Chamber of Commerce

15.2 The Board may exercise all such powers and do all such acts and things as may be exercised or done by the Society and are not by the Bylaws of the Society or by law expressly directed or required to be done by the Society at a meeting of the Members or otherwise.

15.3 A Member may revoke the appointment of its appointed Director and may appoint a replacement in his stead.

ARTICLE 16 - QUALIFICATION OF DIRECTORS

16.1 A Director is disqualified and a vacancy on the Board of Directors shall exist if:

- (a) the Director ceases to be an elected official of the Member;
- (b) the Member entitled to appoint that Director revokes such appointment; or
- (c) the Director resigns in writing.