

**AGENDA FOR THE REGULAR MEETING OF COUNCIL  
TO BE HELD IN THE TOWN OF VULCAN COUNCIL CHAMBERS  
ON MONDAY, MAY 25, 2015  
COMMENCING AT 7:00 PM**

**PUBLIC HEARING**

**CALL TO ORDER**

**1.0 Call to Order:**

**2.0 Public Hearing:**

**3.0 Delegations**

3.1 Nathan Cross – Alberta's Promise Presentation

3.2 Kyle Greene – Solar Park Presentation

**4.0 Adoption of Agenda**

4.1

**5.0 Adoption of Previous Minutes**

5.1 Regular Council Meeting Minutes – May 11, 2015

**6.0 Unfinished Business**

6.1 Vulcan and District Area Recreation Committee Agreement

**7.0 Financial Statements**

7.1 Year-to-Date Statement – April 30, 2015

7.2 Cash Statement – Ending April 30, 2015

**8.0 Correspondence and Information Items**

8.1

**9.0 Committee and Administrative Reports**

9.1

**10.0 Bylaws - NIL**

**11.0 New Business**

11.1 Spock Days June 13, 2015 Street Closures

11.2 Vulcan County BBQ Street Closure

11.3 Vulcan Spock Days Association Laser Tag

11.4 Standards and Guidelines for the Conservation of Historic Places

11.5 Family and Community Support Services – Request to Change FCSS Agreement

11.6 Town Hall Meeting

11.7 Chief Administrative Officer Evaluation

11.8 Policy PL-12 Business Incentive Forgiveness of Taxes

**12.0 Notice of Motion**

**13.0 Management Reports - NIL**

**14.0 In-Camera**

14.1 Local Improvement Tax

**15.0 Adjournment**

# Town of Vulcan

Request for Decision (RFD)

## Adoption of Previous Minutes Regular Council Meeting May 11, 2015

Meeting: Regular Council  
Meeting Date: **May 25, 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, May 11, 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, May 11, 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, MAY 11, 2015**

**PRESENT:**

Mayor	- Tom Grant
Councillor	- Georgia-Lee DeBolt
Councillor	- John Seaman
Councillor	- Rick Howard
Councillor	- Paul Taylor
Chief Administrative Officer	- Kim Fath
Recording Secretary	- Karen Rose

**ABSENT:**

Councillor	- Lorna Armstrong
Councillor	- Sue Dow

**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 John Lockhart – Community Futures Highwood**

John Lockhart, with Community Futures Highwood was in attendance and thanked Rick Howard and Louise Christie for their hard work and commitment to Community Futures Highwood. John then updated Council on the programs available and explained the loan portfolio review.

**3.2 Joe Brophy – Community Standards Bylaw**

Joe Brophy voiced his concerns about the Community Standards Bylaw, Part 4 - 17.1.

**4.0 Adoption of Agenda**

**Motion No.: 15.137**



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

**CARRIED UNANIMOUSLY**

## **5.0 Adoption of Previous Minutes**

### **5.1 Regular Council Meeting Minutes**

The Minutes of the Regular Meeting of Council, held in the Town of Vulcan Council Chamber on Monday, April 27, 2015 were presented to Council.

**Motion No.: 15.138**

Moved by Councillor John Seaman THAT the Minutes of the Regular Council Meeting, held in the Town of Vulcan Council Chamber on Monday, April 27, 2015 be approved and read by each member of Council as presented.

**CARRIED UNANIMOUSLY**

### **5.2 Committee of the Whole Meeting Minutes**

The Minutes of the Committee of the Whole Meeting of Council, held in the Town of Vulcan Council Chamber on Monday, November 3, 2014 were presented to Council.

**Motion No.: 15.139**

Moved by Councillor Paul Taylor THAT the Minutes of the Committee of the Whole Meeting, held in the Town of Vulcan Council Chamber on Monday, November 3, 2014 be approved as circulated and read by each member of Council.

**CARRIED UNANIMOUSLY**

## **6.0 Unfinished Business**

### **6.1 Highwood Community Futures Member at Large Appointment**

At the April 27, 2015 Regular Council Meeting Council directed 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 Council meeting on May 11, 2015.

There were three applications submitted for the Member at Large position, Gordon McPherson, Marilyn MacArthur and Alcide Cloutier.

Gordon McPherson is a resident of Vulcan with extensive business knowledge based on his experience as the past manager of the local Credit Union.

Marilyn MacArthur currently represents VBDS and has knowledge of local based business. With her current position as the Economic Development Officer it could be perceived as a conflict. Although she works within the Town of Vulcan she is not a resident.

Alcide Cloutier is a resident of Vulcan with a background in municipal government as well as accounting practices.

**Motion No.: 15.140**

Moved by Councillor Paul Taylor THAT Council appoints Gordon McPherson to sit on the Community Futures Highwood Committee as a Member at Large on behalf of the Town of Vulcan.

**CARRIED**

**7.0 Financial Reports**

**7.1 2014 Audited Financial Statement**

Mr. Darryl Scase from Scase & Partners Professional Accountants has provided the 2014 audited financial statement.

**Motion No.: 15.141**

Moved by Councillor Paul Taylor THAT Council approves the 2014 Audited Financial Statement as presented.

**CARRIED UNANIMOUSLY**

**7.2 2015 Capital Reserves**

The Chief Administrative Officer is requesting approval to allocate a portion of the 2014 accumulated surplus.

**Motion No.: 15.142**

Moved by Councillor Georgia-Lee DeBolt THAT Council allocates a portion of the 2014 accumulated surplus to the Capital Reserves as presented.

**CARRIED UNANIMOUSLY**

**7.3 2015 Operations Budget**

The Chief Administrative Officer is requesting that Council approve the 2015 Operations Budget.

**Motion No.: 15.143**

Moved by Councillor Rick Howard THAT Council approves the 2015 Operations Budget as presented.

**CARRIED UNANIMOUSLY**

**7.4 2015 Capital Budget**

The Chief Administrative Officer is requesting that Council approve the 2015 Capital Budget.

Attached was Option 1 & 2 of proposed projects for Council's consideration.

**Motion No.: 15.144**

Moved by Councillor Georgia-Lee DeBolt THAT Council approves the 2015 Capital Budget Option 1 as presented.

**CARRIED UNANIMOUSLY**

**8.0 Correspondence and Information Items**

- 8.1 The Correspondence and Information Items for the period ending May 11, 2015 were presented to Council to be received for information.

**Motion No.: 15.145**

Moved by Councillor John Seaman THAT Council direct Administration to draft a letter to the Kirkcaldy Community Club in support of their request to subscribe to the water line and that a copy of the letter be sent to all parties.

**CARRIED UNANIMOUSLY**

**Motion No.: 15.146**

Moved by Councillor Paul Taylor THAT the Correspondence and Information Items for the period ending May 11, 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.

**Motion No.: 15.147**

Moved by Councillor Rick Howard THAT the minutes and/or verbal reports of Town represented Boards/Committees at the May 11, 2015 Town Council Meeting be received for information.

- Vulcan and District Chamber of Commerce – Agenda – Minutes – April 13, 2015
- Municipal Planning Commission – Agenda – Minutes – April 21, 2015

Verbal Reports:

- Councillor Rick Howard
  - Vulcan Chamber of Commerce
- Councillor John Seaman
  - Municipal Planning Commission
  - Vulcan Recreation Committee
- Councillor Paul Taylor
  - Heritage Advisory Board
  - Municipal Planning Commission
- Mayor Tom Grant
  - Mayors and Reeves of Southwest Alberta

**CARRIED UNANIMOUSLY**

**10.0 Bylaws**

**10.1 Bylaw No. 1440-15 – Taxation Rates Levy 2015**

Bylaw to authorize the rates of taxation for the 2015 tax year.

Council was asked to approve this bylaw.

**Motion No.: 15.148**

Moved by Councillor John Seaman THAT Bylaw No. 1440-15 be given first reading.

**CARRIED UNANIMOUSLY**

**Motion No.: 15.149**

Moved by Councillor Rick Howard THAT Bylaw No. 1440-15 be given second reading.

**CARRIED UNANIMOUSLY**



**Motion No.: 15.150**

Moved by Councillor Georgia-Lee DeBolt THAT Bylaw No. 1440-15 be introduced for third reading.

**CARRIED UNANIMOUSLY**

**Motion No.: 15.151**

Moved by Councillor Paul Taylor THAT Bylaw No. 1440-15 be given third and final reading.

**CARRIED UNANIMOUSLY**

**11.0 New Business**

**11.1 Spock Days Sponsorship Package**

The Vulcan Spock Days Association is asking for support for this year's Spock Days taking place on June 12-14, 2015.

Attached is correspondence outlining the different Spock Day Sponsorship packages being offered to support this community event. For the 2015 Spock Days Council approved the "Commander Level Sponsorship" in the amount of \$675.00.

**Motion No.: 15.152**

Moved by Councillor Paul Taylor THAT Council approves a "Commander Sponsorship" in the amount of \$700.00 for advertising in the Spock Days 2015 Program.

**CARRIED UNANIMOUSLY**

**11.2 National Health & Fitness Day**

John Barlow, Member of Parliament, Macleod was requesting Council pass a resolution in support of the new national day National Health and Fitness Day to enhance the health and fitness of all Canadians.

The Government is encouraging Canadians to promote a healthy lifestyle by raising awareness of the importance of participating in healthy physical activity within our community.

**Motion No.: 15.153**

Moved by Councillor Rick Howard THAT Council passes the resolution in support of the proclamation for National Health and Fitness Day.

THEREFORE:

We proclaim National Health and Fitness Day in the Town of Vulcan as the first Saturday in June.

**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
- Fire Chief – Aaron Grant

**Motion No.: 15.154**

Moved by Councillor Georgia-Lee DeBolt THAT this Council receives for information the management reports for the period ending May 11, 2015. **CARRIED UNANIMOUSLY**

**14.0 In-Camera - NIL**

**15.0 Adjournment**

The meeting was adjourned by Councillor Rick Howard at 8:55 p.m.

\_\_\_\_\_  
Tom Grant  
Mayor

\_\_\_\_\_  
Kim Fath  
Chief Administrative Officer

Initials



# Town of Vulcan

Request for Decision (RFD)

## Vulcan and District Area Recreation Committee Agreement

Meeting: Regular Council  
Meeting Date: **May 25, 2015**  
Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

At the Regular Council Meeting on February 23, 2015 Council passed Resolution No. 15.062 that Administration amend the Recreation Agreement with the County to better reflect the roles and responsibilities of the committee.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The amended agreement has been reviewed by the Recreation Committee and they are happy with the updates on the proposed Recreation Agreement

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

### RECOMMENDED ACTION:

Moved by Councillor \_\_\_\_\_ THAT Council approves the Vulcan District Area Recreation Committee Agreement between Vulcan County and the Town of Vulcan.

Initials show support -Reviewed by:

Director:

  
CAO



# VULCAN AND DISTRICT AREA RECREATION COMMITTEE AGREEMENT

MADE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2015 A.D.

BETWEEN

## **VULCAN COUNTY**

Box 180, Vulcan, T0L 2B0

A municipal corporation in the Province of Alberta  
(hereinafter called "Municipality")

PARTY OF THE FIRST PART

and

## **TOWN OF VULCAN**

Box 360, Vulcan, T0L 2B0

A municipal corporation in the Province of Alberta  
(hereinafter called "Municipality")

PARTY OF THE SECOND PART

**WHEREAS** the Municipalities COVENANT AND AGREE to establish the Vulcan and District Recreation Committee, hereinafter referred to as the "Committee".

**AND WHEREAS** the purpose of the Committee is to foster, coordinate, and promote the development, maintenance and operation of public recreation Programs; to encourage orderly development of all sport fields and public recreation facilities that are the responsibility of the municipalities.

**AND WHEREAS** the Committee shall be governed by and subject to the Vulcan and District Recreation Committee agreement.

**NOW THEREFORE**, the municipalities agree as follows;

### 1. Representation

(a.) The Committee shall be composed of nine members. Composition shall be as follows:

(i) one elected official appointed by each of the following Authorities:

- Vulcan County
- Town of Vulcan
- Palliser Regional School Division

(ii) the further six Members-at-Large from Vulcan County and the Town of Vulcan shall be appointed by the respective municipalities with three residents from each municipality.

## 2. Terms of Office

(a.) Elected and at-large representatives from the Municipalities shall be appointed as per each municipality's regulation and procedure. Recommendations from the Recreation Committee will be considered.

(b.) All at-large appointments to the Committee shall be for a term of two years. Upon completion of a term the position shall be advertised. The member who has held the position shall be eligible to re-apply.

### Even Year

Town of Vulcan – 2 representatives – 2 years

Vulcan County – 1 representative – 2 years

### Odd Year

Town of Vulcan – 1 representative – 2 years

Vulcan County – 2 representatives – 2 years

(c.) Terms of office for Members-at-Large shall alternate so that a maximum of three positions shall be renewed each year.

(d.) Members-at-Large absent from two consecutive meetings or from three or more meetings in a one year period shall forfeit their office, unless such absences are authorized by Resolution of the Committee and entered in the minutes.

(e.) Any member of the Committee may resign at any time by sending appropriate written notice to the Chairman of the Committee and the municipality they represent. In the event of a vacancy the appointment of a successor shall be to the conclusion of the original term.

## 3. Conduct of Meetings

(a.) A Chairman and Vice-Chairman of the Committee shall be chosen by the membership attending the first regular meeting following the organizational meeting of the municipalities. These positions are to be selected from Members at-large.

(b.) Regular meetings of the Committee shall be held at least once a month. Special meetings may be called by the Chairman whenever considered it expedient to do so or when request in writing by a majority of the Committee Members. Verbal or written notice shall be given to the Committee Members not less than 24 hours prior to the meeting.

(c.) A quorum of the Committee shall be a simple majority of the Committee.

(d.) The Chairman shall vote on all questions. In the event of a tie, the motion shall be lost.

(e.) The Committee Secretary shall record in writing minutes of all regular meetings and special meetings. Draft copies of all minutes shall be forwarded to the Municipalities and each member of the Committee within 72 hours after the meeting.

#### 4. Powers of the Committee

(a.) The Committee will have the power, in recreational matters to make rules and regulations, and to formulate policies

(b.) The Committee may recommend that the Municipalities enter into Joint Use and/or Maintenance Agreements.

(c.) The programming of all sport fields, and recreation facilities shall be the responsibility of the Committee. (See Schedule A).

(d.) The Committee shall take measures to recommend that physical development and maintenance of the sports fields and recreation facilities, meets with the overall recreational needs of the citizens within the boundaries of the Municipalities.

(e.) The Committee may appoint "Sub-Committees" who need not be members of the Committee, to deal with any special matters coming within the scope and jurisdiction of the Committee.

(f.) The Committee may also appoint representatives to other Committees & Boards as listed in Schedule "B". Appointments to any other Committees or Boards are subject to approval from the municipalities.

(g.) The Committee shall hear and consider presentation by any individual, organization or delegation of citizens with respect to sport fields and recreation facilities. The Committee may recommend actions to be taken arising therefrom if deemed to be in the general interest of the community.

(h.) The Committee will receive all requests for funding from any recreational program or non-Town owned/operated facilities within the Vulcan and District Region. The Committee will then review the requests and make recommendations to the Municipalities as to where funding should be allocated. The Committees recommendations shall be submitted to the Municipalities by October 1<sup>st</sup> of each calendar year.

#### 5. Administration

(a.) The Town of Vulcan shall be the administrating entity for the Committee functions. Directly attributable costs for recreation programming administration will be included within the Recreation Committee's budget.

(b.) Staff support for the Committee shall be provided by the Town of Vulcan and costs for the staff shall be included in the estimated budget.

## 6. Finances

(a.) By no later than October 1<sup>st</sup> of each year, the Committee shall submit to the Municipalities a budget of estimated expenditures and revenues for the following year. This proposed budget shall address all matters over which, under the terms of the Agreement, the Committee has jurisdiction. Each municipality shall consider the proposed budget and independently determine its approval.

(b.) The Recreation Director is totally responsible for the budget, as ratified by the Municipalities. An application for change to the budget must be made to the Municipalities and agreement reached before the change takes effect.

(c.) The Committee shall not have the power to pledge the credit of the Municipalities beyond expenditures approved in the current budget.

(d.) All monetary grants from any and all outside sources for operations or projects may be recommended by the Committee to the Municipalities or Community Groups.

(e.) The municipalities shall in each year contribute to the Recreation Committee budget as per their own internal processes. The municipalities will equally contribute to the Recreation Committee Budget on a 50/50 basis.

(f.) Should a municipality choose to terminate the agreement they shall be required to contribute their share of net operating costs for the next budget year. Also see Termination of Agreement herein section 9.

(g.) Notwithstanding clause (f), in the event that a capital project was approved by the Municipalities where long term commitments were required, or funds were debentured, contribution to the long term commitment and/or the share of the debenture costs shall survive the termination of this agreement, excluding operational costs.

## 7. Capital Development

(a.) The Committee shall participate in the development of a Ten Year Capital Plan.

(b.) All regional recreation facilities will be planned in consultation with the Committee.

(c.) The Town will be responsible for the development of recreation projects within the Town.

## 8. Amending Regulations

(a.) Any of the Municipalities may propose amendments to this Agreement. Proposed amendments must be approved by each of the Municipalities. Once approved amendments shall become effective immediately.

(b.) The Municipalities agree that this agreement shall be reviewed on a 2 year cycle to ensure that it is updated when appropriate.



9. Termination of Agreement

(a.) The following outlines the procedure to be used in the event that any of the Municipalities decide to withdraw from this Agreement.

- (i) Letter of Intent to Withdraw provided to the municipality by, December 31<sup>st</sup> of the calendar year preceding the last year of involvement.
- (ii) Opportunity for discussion of withdrawal between the Municipalities.
- (iii) Notice of Decision to Withdraw sent to other Municipalities by Authority withdrawing by February 28<sup>th</sup> of the last calendar year of involvement.
- (iv) Following Notification of Decision to Withdraw the Municipalities shall be required to adhere to clause 6, Finances, in this agreement.

This Agreement is in effect from the date signed and shall continue in effect until amended or terminated and cancels the Agreement of December 2012.

IN WITNESS WHEREOF each of the Municipalities has hereunto caused its Corporate Seal to be affixed under the hands of its proper officers on its behalf, and each officer has set his hand and seal, on the days and years hereunder written.

Signed, sealed and delivered on behalf

of the Town of Vulcan this \_\_\_\_\_

day of \_\_\_\_\_ A.D, 2015.

\_\_\_\_\_  
Mayor

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

Signed, sealed and delivered on behalf

of Vulcan County this \_\_\_\_\_

day of \_\_\_\_\_, A.D, 2015.

\_\_\_\_\_  
Reeve

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

## SCHEDULE A

- Vulcan Arena – ice and dry land
- Virginia Mitchell Ball Diamonds
- Conoco Philips Sports Field – including track and rugby field
- Baseball Diamond by CCHS
- Beach Volleyball Court by swimming pool
- Lions Swimming Pool
- Skate Board Park
- Lewis Ware Pavilion
- Ball Diamond – Allen Acres
- Rodeo Grounds
- Kinettes Walking Path
- Kinsman Ball Diamond

## SCHEDULE 'B'

List of Other Committees & Boards to which the Committee may appoint representatives:

- Joint Use Facility Agreement Committee with Palliser Regional School Division
- Spock Days
- Vulcan Tin Man
- Recreation Facility Committee
- Kid Sport
- Culture & Active Living

# Town of Vulcan

Request for Decision (RFD)

## Year-to-Date Statement – April 30, 2015

Meeting: Regular Council  
Meeting Date: **May 25, 2015**  
Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

Attached is the Year-to-Date Statement as of April 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 April 30, 2015 be received as information.

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

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

  
CAO



## TOWN OF VULCAN

## 2015 SUMMARY

April 2015

7.1  
1

	2015 ACTUAL	2015 BUDGET to April	VARIANCE	2015 ACTUAL	2015 BUDGET to Dec	VARIANCE
<u>General and Requisitions</u>						
Revenue	-175112.28	-165333.28	-9,779.00	-175112.28	-2622085.84	2,446,973.56
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	0.00	0.00	0.00	0.00	-566,500.00	566,500.00
Expenses	141,553.35	141,625.00	-71.65	141,553.35	566,500.00	-424,946.65
<u>Legislative Services</u>						
Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Expenses	26,166.12	26,925.00	-758.88	26,166.12	123,000.00	-96,833.88
<u>General Administration</u>						
Revenue	-19,218.07	-18,900.00	-318.07	-19,218.07	-25,968.76	6,750.69
Expenses	193,752.58	254,305.36	-60,552.78	193,752.58	740,216.08	-546,463.50
<u>Fire Fighting</u>						
Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Expenses	14,216.74	30,604.01	-16,387.27	14,216.74	133,623.28	-119,406.54
<u>Emergency Services</u>						
Revenue						
Expenses	0.00	2,500.00	-2,500.00	0.00	7,500.00	-7,500.00

	2015 ACTUAL	2015 BUDGET	VARIANCE	2015 ACTUAL	2015 BUDGET	VARIANCE
<u>Bylaw</u>						
Revenue	-7,647.00	-6,500.00	-1,147.00	-7,647.00	-6,500.00	-1,147.00
Expenses	41,487.91	38,283.36	3,204.55	41,487.91	116,400.08	-74,912.17
<u>Common Services</u>						
Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Expenses	76,549.50	115,525.11	-38,975.61	76,549.50	264,867.83	-188,318.33
<u>Roads &amp; Streets</u>						
Revenue	0.00	0.00	0.00	0.00	-10,846.14	10,846.14
Expenses	91,129.88	116,365.62	-25,235.74	91,129.88	352,113.72	-260,983.84
<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	-80,000.00	-80,000.00	0.00	-80,000.00	-240,000.00	160,000.00
Expenses	14,388.00	31,466.68	-17,078.68	14,388.00	146,991.54	-132,603.54
<u>Storm Sewer</u>						
Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Expenses	1,472.81	17,640.55	-16,167.74	1,472.81	20,360.55	-18,887.74
<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	-2,615.00	-2,000.00	-615.00	-2,615.00	-8,000.00	5,385.00
Expenses	1,166.01	7,503.32	-6,337.31	1,166.01	22,809.96	-21,643.95
<u>Planning, Development, &amp; Safety</u>						
Revenue	-2,274.65	-1,200.00	-1,074.65	-2,274.65	-3,600.00	1,325.35
Expenses	45,050.31	41,702.60	3,347.71	45,050.31	119,607.84	-74,557.53
<u>Subdivision</u>						
Revenue	-160,800.00	-4,600.00	-156,200.00	-160,800.00	-10,200.00	-150,600.00
Expenses	214,481.81	22,980.09	191,501.72	214,481.81	75,380.09	139,101.72
<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	-121,283.55	-115,998.79	-5,284.76	-121,283.55	-175,157.07	53,873.52
Expenses	73,836.68	82,326.44	-8,489.76	73,836.68	243,439.31	-169,602.63
<u>Golf Course Loan</u>						
Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Expenses	27744.00	28288.00	-544.00	27744.00	84864.00	-57120.00

	2015 ACTUAL	2015 BUDGET	VARIANCE		2015 ACTUAL	2015 BUDGET	VARIANCE
<u>Parks</u>							
Revenue	-55,236.62	0.00	-55,236.62		-55,236.62	-19,200.00	-36,036.62
Expenses	64,695.49	27,734.11	36,961.38		64,695.49	103,827.34	-39,131.85
<u>Swimming Pool</u>							
Revenue	-77,750.00	-76,750.00	-1,000.00		-77,750.00	-124,550.00	46,800.00
Expenses	38,404.77	25,958.28	12,446.49		38,404.77	200,049.84	-161,645.07
<u>Arena</u>							
Revenue	-103083.59	-98895.00	-4,188.59		-103083.59	-122895.00	19,811.41
Expenses	87803.39	66583.36	21,220.03		87803.39	201790.08	-113,986.69
<u>Culture</u>							
Revenue	-39,125.81	-1,400.00	-37,725.81		-39,125.81	-4,200.00	-34,925.81
Expenses	117,361.81	113,085.00	4,276.81		117,361.81	124,385.02	-7,023.21
<u>Tourist Center</u>							
Revenue	-4,800.00	-4,800.00	0.00		-4,800.00	-14,400.00	9,600.00
Expenses	95,170.96	97,661.56	-2,490.60		95,170.96	112,878.20	-17,707.24
<u>Capital Transfers</u>							
Revenue	\$0.00	\$0.00	0.00		\$0.00	\$0.00	0.00
Expenses	\$0.00	\$0.00	0.00		\$0.00	\$0.00	0.00
<b>TOTAL REVENUE</b>	<b>-955,177.57</b>	<b>-659,348.57</b>	<b>-295,829.00</b>		<b>-955,177.57</b>	<b>-4,120,045.81</b>	<b>3,164,868.24</b>
<b>TOTAL EXPENSES</b>	<b>1,602,143.88</b>	<b>1,497,349.45</b>	<b>104,794.43</b>		<b>1,602,143.88</b>	<b>4,065,344.76</b>	<b>-2,463,200.88</b>

SELF FUNDING  
OPERATIONS

	2015 ACTUAL	2015 BUDGET	VARIANCE		2015 ACTUAL	2015 BUDGET	VARIANCE
<u>Water</u>							
Revenue	-159,202.12	-181,116.00	21,913.88		-159,202.12	-639,133.25	479,931.13
Expenses	<u>121,993.91</u>	<u>171,234.60</u>	-49,240.69		<u>121,993.91</u>	<u>566,657.89</u>	-444,663.98
	-37,208.21				-37,208.21		
<u>Sewer</u>							
Revenue	-55,438.66	-55,200.00	-238.66		-55,438.66	-167,000.00	111,561.34
Expenses	<u>34,791.63</u>	<u>36,675.83</u>	-1,884.20		<u>34,791.63</u>	<u>275,521.93</u>	-240,730.30
	-20,647.03				-20,647.03		
<u>Garbage</u>							
Revenue	-111,065.29	-111,560.00	494.71		-111,065.29	-361,743.00	250,677.71
Expenses	<u>31,581.25</u>	<u>37,494.16</u>	-5,912.91		<u>31,581.25</u>	<u>380,397.48</u>	-348,816.23
	-79,484.04				-79,484.04		
Total Utility Surplus/Deficit	137,339.28				137,339.28		
<u>TOTAL SELF FUNDING</u>							
Revenue	-325,706.07	-347,876.00	22,169.93		-325,706.07	-1,167,876.25	842,170.18
Expenses	188,366.79	245,404.59	-57,037.80		188,366.79	1,222,577.30	-1,034,210.51
 TOTAL REVENUE	 -1,280,883.64	 -1,007,224.57	 -273,659.07		 -1,280,883.64	 -5,287,922.06	 4,007,038.42
TOTAL EXPENSES	1,790,510.67	1,742,754.04	47,756.63		1,790,510.67	5,287,922.06	-3,497,411.39



# Town of Vulcan

Request for Decision (RFD)

## Cash Statement – Ending April 30, 2015

Meeting:	Regular Council
Meeting Date:	<b>May 25, 2015</b>
Originated By:	Kim Fath

### BACKGROUND / PROPOSAL:

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

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

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

  
\_\_\_\_\_  
CAO

TOWN OF VULCAN - MONTHLY CASH STATEMENT

Month Ending April 30th, 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	General GIC	Androsoff Reserve Term	Mix Reserve Term	Flag Account Term	Healy Subdiv Term	Alberta Energy GIC	Shearer Reserve Term	TOTAL
Balance Forward	\$ (82,752.63)	\$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	\$1,580,857.48
Receipts	\$ 897,996.65															\$ 897,996.65
Transfers																\$ -
Loans Received																\$ -
Term Deposit Cashed	\$ 202,593.97	\$ 150.24	\$ 0.03	\$ 4.70	\$ 33.19	\$ 7.51	\$ 81.87	\$ 102.95								\$ 202,974.46
<b>SUB-TOTAL</b>	<b>\$1,017,837.99</b>	<b>\$304,802.75</b>	<b>\$ 56.87</b>	<b>\$ 9,535.17</b>	<b>\$ 67,333.04</b>	<b>\$ 15,235.02</b>	<b>\$ 166,096.16</b>	<b>\$ 208,868.78</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>\$2,681,828.59</b>
Disbursements	\$ 508,495.96															\$ 508,495.96
Transfers									\$ 200,000.00							\$ 200,000.00
Loans Paid	\$ 204,963.59															\$ 204,963.59
Term Deposits Purchased																\$ -
<b>NET BALANCE</b>	<b>\$ 304,378.44</b>	<b>\$304,802.75</b>	<b>\$ 56.87</b>	<b>\$ 9,535.17</b>	<b>\$ 67,333.04</b>	<b>\$ 15,235.02</b>	<b>\$ 166,096.16</b>	<b>\$ 208,868.78</b>	<b>\$ 200,000.00</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>\$1,768,369.04</b>
Bank Balance	\$ 528,425.39	\$304,802.75	\$ 56.87	\$ 9,535.17	\$ 67,333.04	\$ 15,235.02	\$ 166,096.16	\$ 208,868.78	\$ 200,000.00	\$ 5,229.78	\$ 5,028.54	\$ 20,000.00	\$ 15,193.87	\$ 444,989.99	\$ 1,620.63	\$1,992,415.99
Cash On Hand	\$ 76,824.24															\$ 76,824.24
<b>SUB-TOTAL</b>	<b>\$ 605,249.63</b>	<b>\$304,802.75</b>	<b>\$ 56.87</b>	<b>\$ 9,535.17</b>	<b>\$ 67,333.04</b>	<b>\$ 15,235.02</b>	<b>\$ 166,096.16</b>	<b>\$ 208,868.78</b>	<b>\$ 200,000.00</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>\$2,069,240.23</b>
Outstanding Cheques	\$ 300,871.19															\$ 300,871.19
<b>NET BALANCE</b>	<b>\$ 304,378.44</b>	<b>\$304,802.75</b>	<b>\$ 56.87</b>	<b>\$ 9,535.17</b>	<b>\$ 67,333.04</b>	<b>\$ 15,235.02</b>	<b>\$ 166,096.16</b>	<b>\$ 208,868.78</b>	<b>\$ 200,000.00</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>\$1,768,369.04</b>

This statement submitted to Council this 25th day of May, 2015.

\_\_\_\_\_  
Mayor

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



# Town of Vulcan

Request for Decision (RFD)

## Correspondence and Information

Meeting: Regular Council  
Meeting Date: **May 25, 2015**  
Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

Attached is the list of Correspondence and Information for the period ending May 25, 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 May 25, 2015 be received for information.

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

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

  
CAO

**Report on Miscellaneous Correspondence 8.1 (2) - May 25, 2015**

**A. Lac Ste. Anne County**

FCM Women in Municipal Government Fund – “Thank You” for Your Support letter

**B. Vulcan County Light for Life Chapter**

Establishment of a Light for Life Organization about suicide prevention and education

**C. Keath Brooks**

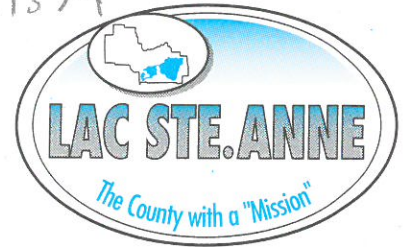
Location to store Star Trek Float



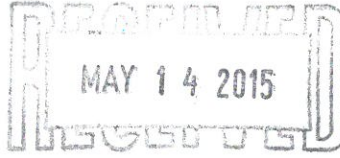
# Lac Ste. Anne County

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

8.1.5A



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



May 11<sup>th</sup>, 2015

Attention: Council and CAO

**Re: FCM Women in Municipal Government Fund – “Thank You” for Your Support**

On behalf of the FCM Prairies and Territories Regional Caucus, I would like to thank your municipality for your support of the annual Women in Municipal Government Fundraising Campaign. We believe this program is an important process in encouraging women to become involved in local politics.

Taken from the FCM Website:

*The United Nations defines 30 per cent as the minimal percentage of women required for government to reflect women's concerns.*

*Women represent 16 per cent of mayors and 26 per cent of councillors in Canada, for an average of 24 per cent. In absolute terms, of 24,113 elected officials, 5,826 are women.*

*Based on current statistics, Canada would need 1,408 more women in elected office today to reach the 30 per cent target. That means increasing the number of women in municipal government by roughly 100 every year for the next 14 years. FCM wants to help close this gender gap.*

Your support of this fundraising campaign helps to provide funding for scholarships to assist in addressing this situation.

We will be providing a poster for display at the registration area during the FCM Conference in Edmonton, listing all the Alberta municipalities who contributed to this worthy cause.

Thank you again!

Sincerely,

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

LO/to



Dear Community Members:

In light of the recent happenings, there are many folks who are ready to come together and proactively respond. We are inviting you to join us as we put plans in place to establish a Light for Life chapter within our community of Vulcan County.

The Light for Life organization is about suicide prevention and education. The chapter we are establishing will be an on-going endeavour to provide the supports our community needs to deal with the issues of suicide.

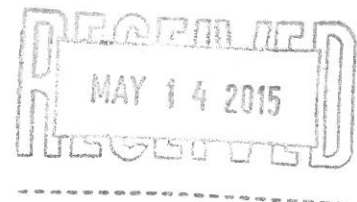
This chapter will engage the community by offering opportunities for prevention and education such as the "Gate Keeper Training" and overall public awareness. Involved in the prevention and education would be the awareness of risk factors and how to mitigate them.

We are currently seeking caring individuals, from a broad spectrum of community affiliations, to enact a chapter within Vulcan County. Suicide is a community issue for which we all share the responsibility.

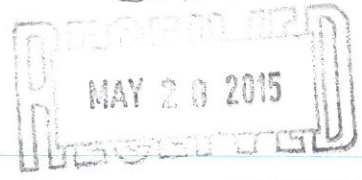
Our first organizational meeting will be on June 8th at 7:00 pm in the County Central High School library. Any community members wishing to be part of this very important process are invited to attend. For more information, feel free to contact Tracy Inaba at [tracy.inaba@pallisersd.ab.ca](mailto:tracy.inaba@pallisersd.ab.ca) or 403-485-1685. Information is also posted on our Facebook page - Vulcan County Light for Life Chapter.

Sincerely,

Concerned community members.



8.1.C



Town of Vulcan,  
Regards to town float.

Very soon, construction will start on the old fire hall to be redone for the Food Bank.

I've been & staying in touch with Brenda English as to when the float has to vacate.

My question is, where it's going. Could town council please find a building to park it.

I can be reached at any time at 403-601-1652 to move it.

The building doesn't have to be heated but bird & mouse proof would be great.

Yours truly  
Keith Brooks



# Town of Vulcan

Request for Decision (RFD)

## Committee and Administrative Reports

Meeting: Regular Council  
 Meeting Date: **May 25, 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.

- Mayors and Reeves of Southwest Alberta Meeting– Agenda – Minutes – May 1, 2015
- Vulcan Business Development Society Meeting – Agenda – Minutes – May 13, 2015
- Vulcan Library Board Meeting – Minutes – March 25, 2015
- Vulcan Library Board Meeting – Minutes – April 15, 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 May 25, 2015 Town Council Meeting be received for information.

- Mayors and Reeves of Southwest Alberta Meeting– Agenda – Minutes – May 1, 2015
- Vulcan Business Development Society Meeting – Agenda – Minutes – May 13, 2015
- Vulcan Library Board Meeting – Minutes – March 25, 2015
- Vulcan Library Board Meeting – Minutes – April 15, 2015

Initials show support -Reviewed by:

Director:

CAO



# Mayors & Reeves of Southwest Alberta

## AGENDA

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

Chairman – Mayor George Bohne

*Please silence all  
electronic devices  
– thanks!*

- 1.0 WELCOME AND INTRODUCTIONS
- 2.0 ADDITIONS TO / APPROVAL OF THE AGENDA
- 3.0 ADOPTION OF THE April 10, 2015 MINUTES
- 4.0 BUSINESS ITEMS ARISING FROM THE MINUTES

ACTION ITEMS FROM APRIL MINUTES:	PERSON RESPONSIBLE
Prepare for meeting with Alberta Health Services answering the questions as detailed in the minutes	All communities
Submit your topics of discussion to Mayor Bohne for the SW and SE Mayors & Reeves Association joint meeting in Taber on June 12	All communities

### 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 Thank you note to M & R from Karen Carney – Mayor Tom Butler
- 6.2 Waterton's Community Broadband project – Chairman Brian (Barney) Steeves
- 6.3 Fibre Optics discussion – Mayor Rene Gendre (*attachment*)
- 6.4 Golf Tournament – Mayor David Hawco (*attachment*)
- 6.5 Lieutenant-Governor's Gala and Banquet for the Arts – Mayor Chris Spearman (*attachment*)
- 6.6 Contact Information for M & R – Mayor Tom Butler - (*attachment*)

### 7.0 UPCOMING MEETINGS

Friday, June 12, 1 pm – Joint meeting with M & R of Southeast Alberta in Taber, Heritage Inn (Highway #3)

July and August – summer break

September 4, 1 pm - Culver City Room, Lethbridge City Hall

### 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, May 1, 2015 - 1:00 PM  
Culver City Room, Lethbridge City Hall

### PRESENT:

Mayor Tom Butler, Vice Chair	Village of Coutts	Mayor Ed Weistra	Village of Barons
Mayor Gordon Reynolds	Town of Bow Island	Mayor Eric Jensen	Village of Barnwell
Mayor Maggie Kronen	Town of Cardston	Mayor Cliff Ayrey	Village of Longview
Mayor Kim Craig	Town of Coaldale	Mayor Rafael Zea	Village of Milo
Councillor Lyall O'Neill	Town of Claresholm	Mayor Don McDowell	Village of Nobleford
Mayor Dennis Cassie	Town of Coalhurst	Reeve Brian Hammond	MD of Pincher Creek
Councillor Brian Oliver	Town of Magrath	Reeve Neil Wilson	MD of Willow Creek
Mayor Blair Painter	Crowsnest Pass Mun.	Reeve Lorne Hickey	Lethbridge County
Mayor Rene Gendre	Town of Fort Macleod	Dep. Reeve Henry Doeve	Lethbridge County
Mayor David Hawco	Town of Milk River	Dep. Reeve Phil Jensen	Warner County
Mayor Don Anderberg	Town of Pincher Creek	Dep. Reeve Brian Dejong	M & R of SE AB
Mayor Henk De Vlieger	Town of Taber	Mayor Chris Spearman	City of Lethbridge
Mayor Margaret Plumtree	Town of Vauxhall		
Mayor Thomas Grant	Town of Vulcan		
Chair Brian (Barney) Reeves	ID 04 Waterton Lakes NP	Bev Bellamy	Admin. Assistant

### Guests:

Dep. Mayor Bill Chapman, Town of Coaldale	Chairman, Highway #3 Committee
--	-----------------------------------

### 1.0 WELCOME AND INTRODUCTIONS

Vice-Chairman Butler called the meeting to order at 1:00 pm and welcomed Deputy Reeve Brian Dejong, who is representing M & R of SE Alberta.

### 2.0 ADOPTION OF THE AGENDA

Moved by Mayor David Hawco to adopt the agenda. **Carried.**

### 3.0 ADOPTION OF THE APRIL 10 MEETING MINUTES

Moved by Mayor Kim Craig to adopt the April 10, 2015 minutes. **Carried.**

### 4.0 BUSINESS ITEMS ARISING FROM MINUTES

- Prepare for meeting with Shaun Chilton, Alberta Health Services answering the questions recorded in the April minutes. One discussion point will be removing the word "advisory" from the board. Will also need to delegate 4 reps from each of the municipalities.
- 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. Submit your topics of discussion for the June 12 agenda asap to Mayor Bohne [bohne@raymond.ca](mailto:bohne@raymond.ca) or Bev [mayorsandreeves@shaw.ca](mailto:mayorsandreeves@shaw.ca)

### 5.0 REPORTS

5.1 MP Reports - none

5.2 MLA Reports – none



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

- Travel Alberta Tourism Industry Roadshow and the 13 Ways Community Reports presentations will both be held at the Heritage Inn in Pincher Creek.
- AlbertaSW Dinner and AGM will be held on Wednesday, June 3 at the Castle Mountain Resort.
- Full report was circulated with the May meeting package.

**5.4 SouthGrow – Mayor Maggie Kronen**

- Completed mapping fibre optic of all of the assets with a report delivered to members.
- Drafting a resolution re fibre optic for the AUMA convention; Raymond is spearheading this and are also working together with Alberta Southwest.
- Tourism investment study completed; will be presented on Wednesday, June 10 at a dinner at the Lethbridge Lodge.

**5.5 AUMA – Mayor Kim Craig**

- Mayors' caucus in Strathmore will be held on different days based on the size of the community. Will discuss code of ethics and update on MGA. All Mayors are encouraged to attend; register on the website under events. Deadline for resolution submissions to AUMA is May 31.

**5.6 AAMD&C – no report**

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

- Will have a teleconference on May 6 and bring report to next meeting.

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

- Southern Foothills Study "A Future Worth Protecting" report released and is available online here: [http://www.salts-landtrust.org/sfs/sfs\\_reporting.html](http://www.salts-landtrust.org/sfs/sfs_reporting.html)
- Headwaters Action Team summer work on the Dutch Creek Pilot Project and development of the Engaging Recreationalists program will start in early July.
- Worked with a University of Lethbridge student intern to deliver the Caring for our Watersheds program; three ideas from the Oldman Watershed made it into the top 10 of 148 entries.

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

- Thanks to Mayor Painter for finding studies done many years ago on the impact of twinning Highway #3. Twinning this highway will be beneficial to the south for economic development and tourism and will increase traffic count as well as GDP in the overall area.
- Will continue with this message and study and look to incorporate several economic development groups to help with data collection.
- The Highway #3 Association is interested in accessing any data or studies that municipalities on this corridor might have. Please forward them to Deputy Mayor Chapman [bchapman@coaldale.ca](mailto:bchapman@coaldale.ca)
- Received a letter from the Minister of Transportation stating that with the current economic outlook for the province, they are unable to commit to the twinning of Highway #3.
- Would be good to have Brad Tucker of Canadian Badlands make a presentation to the Mayors & Reeves Association on the same day he meets with Highway #3 group.
- Looking at the possibility of the position of Executive Director for the Highway #3 Association and what the cost would be for that.

## 6.0 BUSINESS

### 6.1 Thank you Note from Karen Carney – Mayor Tom Butler

A gift certificate and card was given to Karen Carney on behalf of the M & R to express their appreciation for her assistance to the M & R for many years as she is moving from the Mayor's office to a new position. Mayor Butler read an email from Karen thanking them for the gift.

### 6.2 Waterton Community Broadband Project Update – Chairman Brian (Barney) Reeves

- The broadband project in Waterton came out of the Country Connect Project with 14-15 member communities; Waterton's broadband was put into the community playground in 2012.
- In 2013 Waterton wanted to bring broadband/wi-fi into the community, and the Waterton Parks Superintendent also wanted to bring it into the campground. A system for the campground was brought in that had a \$10 user fee; it was designed for 3-4 systems per trailer but was overloaded because the average trailer actually has 7-9 systems.
- Parks Canada is wiring all federal offices for secure networks and Waterton received theirs first.
- Waterton townsite was offered half of the conduit from Telus to the community centre and took this opportunity to construct 2.5 km of the conduit. Talked to Telus in mid-April and had an agreement to build out to the business community this year; Telus then informed them that it is not possible to put in by May 15.
- Lessons learned: Need to get CRTC certification immediately; cannot talk to Fortis until you have the certificates. Only specific people who are certified by CRTC can do the business and this can take 3-6 months. If you put your fibre optics on a pole the cost is \$20/metre, under gravel/grass is \$40/metre and under pavement or concrete is \$90-\$100/metre. If you can put the conduit in a ditch the same time water and sewer upgrades are being done, you can save money.
- Communities need to get together and make submissions to the CRTC as an entire group, possibly through AUMA, so that these fibre services are reasonably priced for all communities.
- Total estimated cost for entire build out for Waterton is \$750,000; realistically the cost will be closer to one million when all figures are in.

### 6.3 Fibre Optics Discussion – Mayor Rene Gendre

- Mayor Gendre gave an overview of fibre optic terms and also requested questions that will be given to James Van Leeuwen and Paul Nelson to answer as part of their presentation at the M & R joint meeting in Taber on June 12.

Questions from the Mayors & Reeves to bring to the June 12 meeting are as follows:

- How do you determine what a community will need for fibre optics?
- Rural communities need fibre optics and it is very expensive – what is the most cost effective way to bring it to them?
- How far out do you plan with regard to future development?

Point was made that municipalities should require developers to provide Shaw, Telus and O-Net to every house by having one wire for each service, so the home owner can decide which service they will use. Municipalities can pass a bylaw to require this from their developers.

**6.4 Golf Tournament Notice – Mayor David Hawco**

Mayor Hawco extended an invitation for the Milk River golf tournament on Wednesday, August 19; all proceeds will be used for the community pool, spots are filling up fast. For more information or to sign up contact [cao@milkriver.ca](mailto:cao@milkriver.ca) or [mayor.hawco.milkriver@gmail.com](mailto:mayor.hawco.milkriver@gmail.com) or call 403-647-3773.

**6.5 Lieutenant-Governor's Gala and Banquet for the Arts – Mayor Chris Spearman**

This event will be held on Saturday, June 6 and is held in a different location around the province every year. Tickets are \$125 for banquet and gala; gala is \$25. A good opportunity to promote arts in your community as arts happens across Alberta, not just Edmonton and Calgary. 500 tickets will be sold and it will sell out.

**6.6 Contact List Updates – Mayor Tom Butler**

Contact lists were sent out with the agenda; please check your information and let Bev ([mayorsandreeves@shaw.ca](mailto:mayorsandreeves@shaw.ca)) know if there are any changes or if you are not receiving the M & R information that is emailed out each month. Thanks.

**6.7 Other Business**

Mayor Tom Grant shared information on a SAEWA Governance Final Report that could be useful for communities. Click the link below for the 120 page report.

<http://www.saewa.ca/media/Brownlee-LLP-Governance-Final-Report-as-presented-at-AGM-2015.pdf>

**7.0 Next Meeting Date**

**Friday, June 12, 1 pm - Joint Meeting in Taber with Mayors and Reeves of Southeast Alberta**  
Taber Heritage Inn, 1 pm, Rooms C & D. Please use rear entrance parking lot doors.

July and August – summer break

**Friday, September 4, 1 pm – Culver City Room, Lethbridge City Hall.**

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

<b>ACTION ITEMS FROM MAY 1, 2015 MEETING</b>	<b>PERSON RESPONSIBLE</b>
Forward possible agenda items to Mayor Bohne for the June joint meeting	Mayors & Reeves
<b>ACTION ITEMS FROM APRIL 10, 2015 MEETING</b>	<b>PERSON RESPONSIBLE</b>
Contact Bev Thornton, AB Southwest to request a presentation to the M & R in the fall on broadband initiatives	Mayor George Bohne
Prepare for meeting with Shaun Chilton, Alberta Health Services answering the questions recorded in the April minutes. One discussion point will be removing the word "advisory" from the board. Will also need to delegate four reps from each of the municipalities.	Mayors & Reeves

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

**Vulcan Business Development Society Agenda**  
Wednesday May 13, 2015  
VBDS Board Room 7:00 p.m.

1. **Call to order**
2. **Adoption of Agenda**
3. **Minutes April 15, 2015– as circulated**
4. **Financial Reports**  
Attached
5. **Correspondence**
  - a) Sun Country Highway – EV Chargers
  - b) Vulcan County – Budget 2015
6. **Miscellaneous Correspondence**
  - a) Camera Club
7. **Unfinished Business**
  - a) Letter to ATB Re cheque from 2009
8. **New Business**
  - a) VBDS 10<sup>th</sup> Anniversary Celebration
  - b) Summer meeting schedule – postpone August?
  - c) CARILED Project – FCM
9. **Reports**
  - a. Grant Writer Report – Liza Dawber
  - b. Manager, Business Development – Marilyn MacArthur
  - c. Member Reports
10. **Adjournment:** \_\_\_\_\_
11. **Next Meeting – Wednesday June 10, 2015 at the VBDS Building**

## **Vulcan Business Development Society Minutes**

Wednesday May 13, 2015

VBDS Board Room

**Members present:** Chair Paul Taylor, Vice Chair Jason Schneider, Georgia-Lee DeBolt, Coltan Povey, Matt Crane, Barry Monner, Sheila Smidt

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

**Regrets:** Lorna Armstrong, Sue Dow, Craig Stokes, Glen Gateman, Roy Lucas

Call to order 7:19 pm

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

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

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

Motion to adopt March minutes as read – S.Smidt /Carried

### **3. Financial Reports**

Attached

Motion to adopt financials as presented: C.Povey /Carried

### **4. Correspondence**

- i. Sun Country Highway – EV Chargers  
-Still working with them.

- ii. Vulcan County – Budget 2015  
-Approved VBDS 2015 funding

Motion to accept correspondence as presented – M.Crane /Carried

### **5. Miscellaneous Correspondence**

- i. Camera Club

-Have been offered the Kinsmen Room, and thank us for our support but will be using the new facility. New photos will continue to be displayed in the VBDS office.

Motion to accept Miscellaneous Correspondence as presented – B.Monner /Carried

### **6. Unfinished Business**

- i. Letter to ATB Re cheque from 2009  
-Money will be returned to VBDS VIP account.

Motion to accept Unfinished Business as presented – G.DeBolt /Carried

J.Schneider joined meeting 7:50



## **7. New Business**

### **i. VBDS 10<sup>th</sup> Anniversary Celebration**

- 1.** Ashlee to bring back plans for food etc, with budget. Board members will be called on to participate. Date to be confirmed shortly.

Motion to further discuss celebration plans – J.Schneider /Carried

### **ii. Summer Meeting Schedule – Postpone August?**

-Revisit August cancellation at later date.

Motion to table discussion until later date – B.Monner /Carried

### **iii. CARILED Project – FCM**

-Bring further information to table after interview process. MacArthur has been accepted into the program through shortlist, interview to take place May 19<sup>th</sup>.

Motion to support MacArthur to participate in CARILED Project – S.Smidt /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 potential investors.

### **c. Member Reports**

- i.** Georgia-Lee: Solar Park will be completed by July 31<sup>st</sup>, town refining budget.
- ii.** Coltan: CAO doing well, HVAC moved in, Foreman doing well.
- iii.** Jason: Nothing new to discuss.
- iv.** Barry: New street sweeper.
- v.** Matt: Nothing new to discuss.
- vi.** Paul: New dollar store doing well.
- vii.** Sheila: Care Center meetings, Village budget, wood stove bylaws.

Motion to adopt reports as discussed J.Schneider /Carried

## **9. Adjournment: 8:50 B.Monner /Carried**

## **10. Next Meeting – Wednesday June 10, 2015, at the VBDS Building at 7pm**

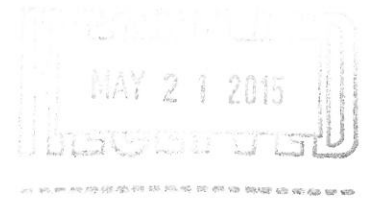
---

Chair Paul Taylor

---

Vice-Chair Jason Schneider

**Town of Vulcan Library Board**  
**Board of Trustees Meeting**  
**Minutes for March 25, 2015**



**Call to Order: 7:00 pm**

**Present:** Kim Armstrong, Harvey Bergen, Jen Forhmzway, Elizabeth Hammond,  
Maureen Howard, Vicki Hutton, Ruth Anne Klassen, Barb McKay, Wendy Ramer,  
Paul Taylor  
**Guests:** Cathie McNiven, Sharon Cockwell

Cathie McNiven and Sharon Cockwell spoke to the board regarding their concerns over the dismissal of Janice MacIntyre.

**1. Approval of the Agenda.**

In Camera session added. Agenda was approved as amended.

**2. Approval of the Minutes.**

Minutes were approved as presented.

**3. Treasurer's Report.**

- Audit went good. Books have not been returned yet.
- GIC's are cashable when we need them.

**4. Library Manager's Report.**

- Stats are in the library; Friends of the Library are purchasing a new scanner for the library; summer reading prizes have been ordered; Friends of the Library are looking into a possible donation to the little free library project; the new printer has arrived; internet café has started up again; \$960 has been spent ordering from the Hot List and Second Choice catalogue and John from Chinook Arch came and fixed the sound on the video conference.
- The internet café program is very popular.
- Kim Armstrong has been hired as our new library manager.
- It was suggested we make a liaison person between our board and the Friends of the Library. Harvey will speak with Mary-Lou.
- We will hold a kickoff party and invite the friends as guests.
- A suggestion was made that we send a copy of our minutes to a specific Friends of the Library member via e-mail each month. A motion was made by Maureen, seconded by Barb and all were in favour.

**5. Committee Reports.**

Public Relations – Little Free Libraries: Paul is meeting with Liza Dauber on Friday to look at the Post Office grant that could possibly cover all the costs of the libraries. Kim Daniels is looking into the Lethbridge Herald possibly having old newspaper boxes we could use.

- Genealogy workshop very successful. 16 people attended and it was mentioned that it should be considered as a biyearly event. Two members from the historical society attended.
- FCSS: no new news

Human Relations – Replacement of Librarian: we have hired a new library manager, Kim Armstrong

Chinook Arch – Next meeting is held in April, Vicki will attend.

Grants – Grant application is in for the expansion. It will take approximately three months before we know the results. A cover letter was also sent to our MLA as he has input.

Library Expansion – Sources of funds: \$67,000. \$35,000 from Friends of the Library and \$32,000 from the board. If it is doubled through the grant process we will stand at \$134,000. This money includes furnishings and some for computers.

Rainbow Literacy – They are in the process of rewriting their policies and bylaws.

SALC – Barb, Kim, Jen and Liz attended. Reports will be submitted by all board members who participated. Jen has handed in her report and listed her suggestions of programs our library should download.

A motion to ratify the e-mail vote for Kim to attend the Jasper conference was made by Paul and seconded by Vicki. All were in favour.

## **6. Correspondence.**

- No correspondence.

## **7. Business Arising from the Minutes.**

Visit to the Hutterite Colonies – Visits still need to be made. Little Bow is unable to financially support the library expansion at this time.

Rec Movie Night – No updates.

## **8. New Business.**

Emergency Preparedness Workshop – Will be held May 9<sup>th</sup>. Limited number of people can sign up for the workshop. The presenter will sit with each group and personally work with them on their emergency preparedness plan. Kim was given a report about the Slave Lake and High River disaster incidents that showed where things went wrong and what has been learnt from the situation.

Questionnaire – Kim will be sending out a questionnaire to all the board members to get a feel for the direction they would like to see the library go and also allow them to add extra input.

**9. Policies and Bylaws.**

Rewrite – No update yet.

Plan of Service – Ruth-Anne did a well received survey amongst some high school students regarding the library.

**10. In Camera Session.**

Motion to go in camera was made by Vicki and seconded by Paul. Session began at 7:55 p.m.

Motion to come out of camera was made by Maureen and seconded by Liz. Session ended at 8:19 p.m.

**11. Next Meeting.**

April 15, 2015

**Adjournment.** Meeting was adjourned at 8:19 p.m. Motion to adjourn was moved by Paul.

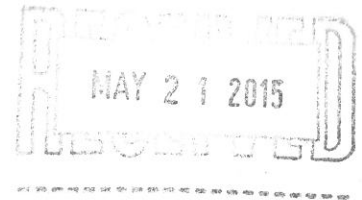
Chair

20 May 2015  
Date

Secretary

20/MAY/2015  
Date

Town of Vulcan Library Board Meeting  
April 15, 2015



The meeting was called to order at 7:00 p.m. by J. Forhmzway, Acting Chair.

Present were: J. Forhmzway; M. Howard; B. McKay; L. Hammond; R.A. Klassen; and V. Hutton. L. Schmidt was welcomed as a new Board Member. M.L. Garrioch attended as an observer from the Friend of the Library Society. Sally and Jake den Tuinder and Dave and Bobby Harper attended the meeting as observers, voicing concerns over the dismissal of J. Macintyre.

Approval of Agenda: L. Schmidt moved the agenda be accepted as distributed. Carried.

Approval of Minutes: B. McKay moved the minutes of the previous meeting be accepted as distributed; seconded by M. Howard. Carried.

Treasurer's Report: L. Hammond moved the financial report be accepted as distributed; seconded by J. Forhmzway. Carried. M. Howard reported the audited review will be submitted within the week. M. Howard distributed copies of the financial review (attached to the minutes).

Library Manager's Report: K. Armstrong moved the Library Manager's report be accepted as distributed. Carried. (attached to the minutes)

Reports:

- Public Relations: No new report was submitted.
- Little Free Libraries: The containers for the project are still under discussion. L. Schmidt reported that a contest was held in Calgary to design containers, which was very successful. It was reported that K. Daniells is researching the possibility of receiving unused newspaper boxes to use.
- Rainbow Literacy: Rainbow Literacy is providing a wide variety of programs throughout the County with successful attendance rates.
- Grants: L. Schmidt reported that the Lethbridge Foundation is administering the Frank Varley and Bill Long funds; these are four million dollars of endowments to support the betterment of rural Alberta. Approximately \$ 150 000.00 will be distributed annually to projects; each successful project proposal could receive a grant of between \$ 5 000.00 to \$ 10 000.00. A letter of intent could be sent to the Foundation, in care of L. Schmidt, asking for financial assistance with the Little Free Library project or other projects.
- Library Expansion: No new information was available at this time.
- ALTA Newsletter: J. Forhmzway will forward the newsletter to any Board Member requesting the information.
- SALC Presentations: Electronic copies of the presentations from SALC are available from CARLS.
- Plan of Service Survey: K. Armstrong reported that results have been received from six out of thirteen surveys distributed, with the majority of responses identifying the development of young readers and the provision of a comfortable physical environment as being of primary importance.

Correspondence: No correspondence has been received.

Business Arising from the Minutes: No business arising from the minutes was identified.

New Business: M.L. Garrioch reported that the Friends cannot use the old fire hall for the annual book sale due to possible construction. A request has been made to the Seniors' Centre to use their facility for the book sale.

Policies and Bylaws: M. Howard and J. Forhmzway are meeting next week to continue working on policies and bylaws.

Next Meeting and In Camera Session: M. Howard moved that an *in camera* meeting be held on Sunday, April 19, 2015 at 7:00 in the Library; seconded by B. McKay. Carried.

The next regular meeting will be held on Wednesday, May 20 at 7:00 in the Library.

Adjournment: R.A. Klassen moved the meeting be adjourned at 7:29 p.m.

  
CHAIR

20 May 2015  
DATE

  
SECRETARY

20, May 2015  
DATE



# Town of Vulcan

Request for Decision (RFD)

## Spock Days June 13, 2015 Street Closures

Meeting: Regular Council  
Meeting Date: **May 25, 2015**  
Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

The Spock Days Society has requested street closures for the Spock Day's Parade and Dunk Tank to be held on June 13<sup>th</sup>, 2015.

**Parade** - June 13<sup>th</sup> between 9:30 a.m. to 11:00 a.m.:

From the Arena to Prairie View Elementary along 6<sup>th</sup> Avenue South and then from 6<sup>th</sup> Avenue South along Centre Street to 1<sup>st</sup> Avenue; 1<sup>st</sup> Avenue South to 2<sup>nd</sup> Street South to 2<sup>nd</sup> Avenue South to Elizabeth Street to the Arena.

**Dunk Tank** - June 13, 2015 between 12:00 noon to 2:00 p.m.

2<sup>nd</sup> Avenue North between Centre Street and 1<sup>st</sup> Street North (directly in front of the credit union).

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

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

N/A

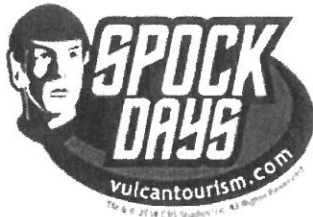
### RECOMMENDED ACTION:

Moved by Councillor \_\_\_\_\_ THAT this Council approves the street closures for the Vulcan Spock Days Parade and the Dunk Tank on June 13, 2015.

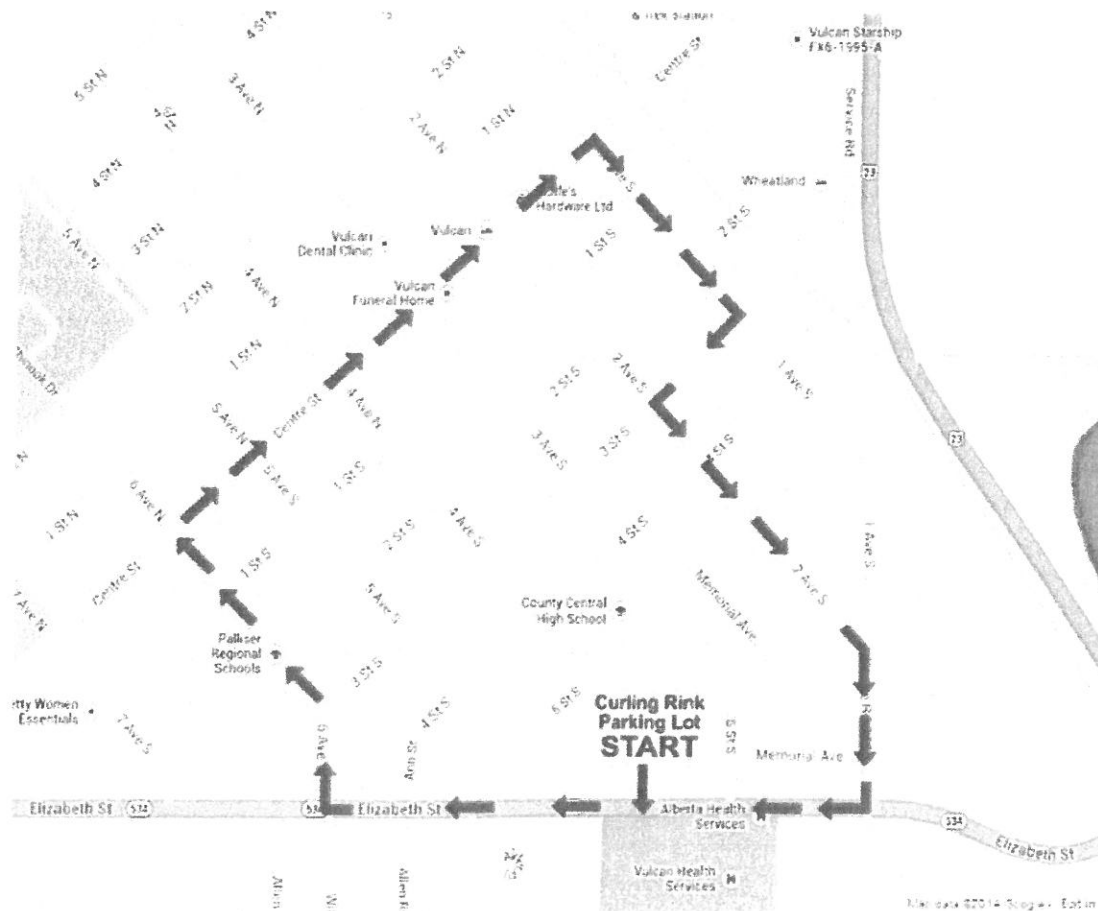
Initials show support -Reviewed by: \_\_\_\_\_

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

  
CAO



# Vulcan Spock Days Parade Route



Map data ©2014 Google, Esri



# Town of Vulcan

Request for Decision (RFD)

## Vulcan County BBQ Street Closure

Meeting:	Regular Council
Meeting Date:	<b>May 25, 2015</b>
Originated By:	Kim Fath

### BACKGROUND / PROPOSAL:

Vulcan County is requesting the closure of a section of Centre Street on Friday, June 12, 2015 to accommodate their annual barbeque.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Council is asked to approve the Street Closure as requested – from 1<sup>st</sup> Avenue North and Centre Street intersection to the alley between the Administration Building and the liquor store.

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

N/A

### RECOMMENDED ACTION:

Moved by Councillor \_\_\_\_\_ THAT this Council approve Vulcan County's request for the Street closure from 1<sup>st</sup> Avenue North and Centre Street intersection to the alley between the Administration Building and the Big Sky Liquor store, and other locations as needed on Friday, June 12, 2015 from 10:00 a.m. to 1:30 p.m.

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

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

  
CAO



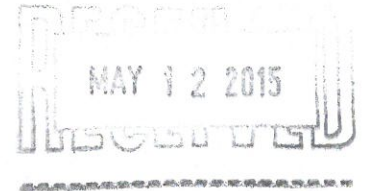
11.2

P.O. BOX 180  
VULCAN, ALBERTA  
T0L 2B0

TELEPHONE: 1-403-485-2241  
TOLL FREE: 1-877-485-2299  
FAX: 1-403-485-2920  
[www.vulcancounty.ab.ca](http://www.vulcancounty.ab.ca)

May 12, 2015

Town of Vulcan  
Box 360  
Vulcan, AB T0L 2B0



Attention: Kim Fath, CAO

**Re: Road Closure**

Vulcan County Agricultural Services and VAPPA will be having their annual BBQ to support Agriculture and the Oil and Gas industry on Friday, June 12, 2015. We are planning to host this function outside the County Administration Building on Centre Street.

For this reason, Vulcan County Agricultural Services is requesting permission to close a section of Centre Street from the intersection up to the alley between the Administration Building and the Liquor store on Friday, June 12, 2015 from 10:00 a.m. to 1:30 p.m.

Please advise of Council's decision at your earliest convenience.

Sincerely,

A handwritten signature in black ink, appearing to read "K. Malmberg".

Kelly Malmberg  
Director of Agriculture  
Vulcan County



# Town of Vulcan

Request for Decision (RFD)

## Vulcan Spock Days Association Laser Tag

Meeting:	Regular Council
Meeting Date:	<b>May 25, 2015</b>
Originated By:	Kim Fath

### BACKGROUND / PROPOSAL:

Lori Gair, on behalf of the Vulcan Spock Days Association is requesting permission to use Memorial Park between 2<sup>nd</sup> Avenue South and Memorial Avenue as the location for Laser Tag during Spock Days. It will take place on Saturday, June 13 from 5:00 pm to 9:00 pm, with half an hour before and after the event to set up and take down. It will be run the same as last two years. Red Surge Laser Tag from Nanton has been hired again.

In case of bad weather a back-up location is the CRC and has been confirmed with the Recreation Office.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

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

N/A

### RECOMMENDED ACTION:

Moved by Councillor \_\_\_\_\_ THAT Council approves the use of Memorial Park as the location for Laser Tag during Spock Days on June 13, from 5:00 p.m. to 9:00 p.m. with half an hour before and after the event for set and take down.

Initials show support -Reviewed by:

Director:

CAO



Lori Gair  
Vulcan Spock Days Association  
Box 82  
Vulcan, AB T0L 2B0  
403-485-0601  
[loricockwill@hotmail.com](mailto:loricockwill@hotmail.com)

Vulcan Town Council  
Box 360  
Vulcan, AB T0L 2B0

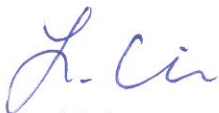
May 13, 2015

Dear Vulcan Town Councillors,

I am writing on behalf of Vulcan Spock Days Association to request permission to use the Memorial Park between 2<sup>nd</sup> Ave. S and Memorial Ave. as the location for Laser Tag during Spock Days. The event will take place on Saturday, June 13 from 5 to 9pm, with half an hour before and after the event to set-up and take down. We ran laser tag there the last 2 years and we plan to run it the same this year, it seemed to work really well. We have hired Red Surge Laser Tag from Nanton area again this year. Our back-up location in the event of bad weather is the CRC and has already been confirmed with the Recreation office.

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

Sincerely,



Lori Gair  
Spock Days Family Fun Fair Coordinator



# Town of Vulcan

Request for Decision (RFD)

## Standards and Guidelines for the Conservation of Historic Places

Meeting: Regular Council  
Meeting Date: **May 25, 2015**  
Originated By: Nancy Neufeld

### BACKGROUND / PROPOSAL:

With the establishment of the Heritage Advisory Board Committee and as part of the "Heritage Management Plan", Council is being asked to adopt the "Standards and Guidelines For The Conservation of Historic Places".

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached is the "Forward" and "Introduction" from the document which provides an overview of what the document is. There is one hard copy in the office and the entire document can be viewed at: <http://www.historicplaces.ca/en/pages/standards>

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

### RECOMMENDED ACTION:

Moved by Councillor \_\_\_\_\_ THAT Council adopts the "Standards and Guidelines For The Conservation of Historic Places".

Initials show support -Reviewed by:

Director:

  
CAO

## MEMO

**TO: Kim Fath, CAO**  
**FROM: Nancy Neufeld, Development Officer**  
**DATE: May 19, 2015**

**RE: Adoption of Standards and Guidelines For the  
Conservation of Historic Places in Canada**

---

With the establishment of the Heritage Advisory Board Committee and as part of the "Heritage Management Plan", Council is being asked to adopt the "Standards and Guidelines For The Conservation of Historic Places".

The entire document can be viewed at  
<http://www.historicplaces.ca/en/pages/standards>.

Attached is the "Forward" and "Introduction" from the document which provides an overview of what the document is. There is also one hard copy in the office.

The forms and process are now in place should a property owner in the Town of Vulcan wish to apply have their property designated as a *Municipal Historic Resource* and listed on *Vulcan County's Heritage Register*.

Just as a note of interest, the AGT building is on the *Canadian Registry of Historic Places*. It can be viewed at [www.historicplaces.ca](http://www.historicplaces.ca).



# FOREWORD

Canada's historic places are a living legacy for all Canadians. Ensuring a future for these treasures will allow the next generations to use these exceptional places in ways both old and new. This revised edition of the *Standards and Guidelines for the Conservation of Historic Places in Canada* constitutes an essential tool to guide decisions that will give historic places new life while protecting their heritage value.

The 2003 version of the *Standards and Guidelines for the Conservation of Historic Places in Canada* has been a tremendous success. It has been adopted by government bodies and major municipalities across Canada, thereby helping to create a culture of conservation to preserve Canada's unique and irreplaceable heritage for successive generations. Since then, regular use in the field by federal, provincial, territorial and municipal governments, heritage conservation professionals, heritage developers and many individual Canadians has provided the practical experience and insights to formulate additional guidance on categories of historic places such as cultural landscapes, archaeological sites, modern buildings and engineering works.

The development of this 2010 edition of the *Standards and Guidelines* has built on the strong foundation of the initial version using a similar collaborative, pan-Canadian approach. New categories and topics have been added and best practices updated. This federal, provincial, territorial collaboration ensures that the unique experiences of Canada's primary departments and organizations responsible for heritage were reflected in this important tool.

On behalf of Parks Canada, I am proud to adopt the 2010 edition of the *Standards and Guidelines for the Conservation of Historic Places in Canada*. This document will guide Parks Canada and its partners in heritage stewardship across the country and in the establishment of world class conservation practices that help conserve our national treasures and ensure that Canadians can learn about—and have extraordinary experiences of discovery at—these historic places.

**Alan Latourelle**  
Chief Executive Officer  
Parks Canada

# INTRODUCTION

Whether you live in a town or city, you are likely not far from one of Canada's *historic places*. These legacies became historic places when an authority formally recognized their heritage value and character-defining elements, or when they were nominated to the *Canadian Register of Historic Places*.

*The Standards and Guidelines for the Conservation of Historic Places in Canada* is a tool to help users decide how best to conserve historic places. But to do so first requires an understanding of the historic place in question and why that place is significant. In other words, what is it about the historic place that is important to conserve? For the answer, we look to its values.

Conservation practitioners operate in what is referred to as a 'values-based context' using a system that identifies and manages historic places according to values attributed through an evaluation process. These values generally include the aesthetic, historic, scientific, cultural, social and/or spiritual importance of a place, and:

- May be singular or multiple;
- Are subjective, wide-ranging, and can overlap;
- Can be differently assigned by different groups, and may even change over time.

How can you establish the heritage value of an historic place? Values are usually identified by a community associated with a site, making the identification and management of historic places more publicly accessible. Canadian jurisdictions at the federal, provincial, territorial, municipal

and Aboriginal levels may review and formally recognize historic places within their respective authority. These agencies keep records of formally recognized sites and recently collaborated to create the *Canadian Register of Historic Places* (CRHP), a web-based record of historic places in Canada ([www.historicplaces.ca](http://www.historicplaces.ca)).

The CRHP provides the base information against which the *Standards and Guidelines* can be applied. The publication of a value statement (referred to as a Statement of Significance, or SoS, in the CRHP) identifies the *heritage value* of an historic place and lists the *character-defining elements* that must be retained to preserve this value. The SoS allows professionals, planners, and the public at large to understand a community's recognition and valuation of the historic place.

Anyone carrying out an intervention at an historic place must be mindful of its overall heritage value, using the documented character-defining elements as a starting point and guide. This understanding, along with the *Standards and Guidelines*, provides both a conceptual and practical framework for how interventions should be carried out. While the public is increasingly engaged in the evaluation and management of historic places, there remains a need for skilled conservation specialists, especially when it comes to physical interventions to historic places.

The Statement of Significance and the *Standards and Guidelines* relate respectively to the phases of understanding and planning of the conservation decision-making process. When used together, the two become powerful tools in a values-based system that help ensure the conservation and ongoing use of historic places in the life of communities.

## OVERVIEW OF THE STANDARDS AND GUIDELINES

*The Standards and Guidelines for the Conservation of Historic Places in Canada* contains four chapters.

### Chapter 1: The Conservation

**Decision-making Process** includes a description of the conservation decision-making process, a step-by-step guide to understanding, planning and intervening on an historic place as part of an ongoing cycle of use, maintenance, repair, and adaptation.

### Chapter 2: The Conservation

**Treatments** introduces and explains the three conservation treatments: preservation, rehabilitation and restoration, as well as the notion of primary treatment.

### Chapter 3: The Standards for the Conservation of Historic Places in

**Canada** introduces and explains the fourteen standards, with interpretations and illustrated examples.

### Chapter 4: The Guidelines for the Conservation of Historic Places in

**Canada** forms the bulk of the document. The Guidelines are intended to assist in applying the Standards and determining whether their intent has been met in the context of specific interventions to historic places. There are five principal sections. The first four correspond to main categories of historic places (cultural landscapes, archaeological sites, buildings and engineering works) and the fifth, to materials.

The final section, **References**, includes a glossary of terms used in the *Standards and Guidelines*, a selected bibliography and the photo credits. Although the language of the Guidelines is intended for non-experts, certain terms may be unfamiliar. For this purpose, the glossary defines the words that appear in *italics*.



# Town of Vulcan

Request for Decision (RFD)

## Family and Community Support Services Request to Change FCSS Agreement

Meeting: Regular Council  
Meeting Date: **May 25, 2015**  
Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

Carrol Thomson, Director for Family and Community Support Services has requested to change the quorum requirements in the current FCSS agreement between municipal members.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

FCSS is requesting to have 2 municipal members and 2 members at large to make up quorum instead of 3 municipal members and 2 members at large.

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

### RECOMMENDED ACTION:

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

Initials show support -Reviewed by:

Director:

  
CAO



---

Mr. Kim Fath  
Town of Vulcan CAO  
Box 360  
Vulcan, AB  
T0L 2B0

May 19, 2015

Dear Mr. Fath and Vulcan Town Council;

I am writing to request a change to the FCSS agreement between municipal members. Our Board has had difficulty meeting the quorum requirements and would like to propose an amendment to alleviate this problem. We would like to have 2 municipal members and 2 members at large make up the quorum instead of 3 municipal members and 2 members at large. It is usually the municipal members that are not present, and one municipal member has never sent anyone in all the time they have belonged.

We realize members do have times when they are away and thought an amendment would be much easier than having the agreement passed around again for signing. I will be happy to forward the responses I receive.

All the Best,

Carrol Thomson  
Director

Betty Whitney

Chair

**THIS AGREEMENT, MADE THIS 27th DAY OF October, A.D. 2014.**

**BETWEEN:**

**The Town of Vulcan**  
(hereinafter referred to as the Town)

and

**Vulcan County**  
(hereinafter referred to as the County)

and

**The Village of Champion**  
(hereinafter referred to as Champion)

and

**The Village of Carmangay**  
(hereinafter referred to as Carmangay)

and

**The Village of Lomond**  
(hereinafter referred to as Lomond)

**WHEREAS** the Family and Community Support Services Act enacts that, where a municipality provides for the establishment, administration, and operation of a Family and Community Support Services Program in a manner that is satisfactory to the Minister responsible for Family and Community Support Services (hereinafter referred to as "the Minister"), the Minister may pay grants to the municipality to be used in such programs;

**AND WHEREAS** the Family and Community Support Services Act makes provision for a municipality to enter into agreements with other municipalities to provide for the establishment, administration and operation of joint Family and Community Support Services Programs;

**AND WHEREAS** the parties have resolved to enter into an agreement with each other with respect to the operation of a regional Family and Community Support Services program; hereinafter referred to as the Vulcan and Region FCSS Program.

**AND WHEREAS** The Town of Vulcan has entered into an agreement with Alberta Family and Social Services under the Family and Community Support Services Act and regulations;

**AND WHEREAS** the Town agrees to act on behalf of other municipalities for administration and operation of a program;

**AND WHEREAS** the other parties to the agreement agree that the Town is responsible for the administration and operation of the program.

**NOW THEREFORE**, in consideration of these premises and the agreements contained therein, the parties hereto covenant and agree together as follows:

#### **BOARD STRUCTURE**

1. The parties hereto shall form a Board known as the Vulcan and Region Family and Community Support Services Board" (hereinafter referred to as the "Board") which shall be composed of and appointed as follows:
  - a) One member appointed by the Council of each of the municipal parties to the agreement. The appointee may or may not be a Municipal Councillor at the pleasure of the appointing Council.
  - b) Four public members at large recommended by the Board and appointed by the Town of Vulcan.
2. All members shall serve terms as follows:
  - a) Members appointed by the Municipal Councils shall serve a term determined by the Municipal Council.
  - b) The public members at large, as recommended by the F.C.S.S. Board, shall be appointed by the Town of Vulcan Council and may be appointed for a maximum of three consecutive three year terms. The term may be extended by the Town on the recommendation of the Board.
3. All members of the Board shall remain in office until their respective successors are appointed where possible.
4. In the event of a vacancy occurring, the person appointed to fill such vacancy shall hold office for the remainder of the term in which the vacancy has arisen.
5. Municipally appointed members shall be eligible for re-appointment on expiry of their term and each municipality may establish the maximum number of terms that its member may serve.
6. The FCSS Director (hereinafter referred to as the "Director") shall be employed by the Town and responsible to the Board.

## BOARD PROCESS

7. The November meeting of the Board shall be the Organizational Meeting. The Chairman and Vice-Chairman and Secretary will be chosen at the Organizational Meeting each year.
8. All members of the Board including the Chairman shall vote on all questions put. A tie vote is a lost vote.
9. No less than 8 meetings of the Board shall be held in each year, the time and place of such meetings to be determined by the Board. Special meetings may be called on 24 hours notice by the Chairman or at the request of any four voting members.
10. Five of the Board members, three of which are appointee from a municipal Council, shall constitute a quorum.
11. The Board may appoint committees to deal with any matter coming within its scope. The Finance Committee will consist of municipally appointed members and the Director.
12. The Director will be responsible to:
  - a) Assist the Board in formulating plans and priorities regarding Family and Community Support Services with a view to the establishment of a comprehensive program.
  - b) Advise the Board on the establishment of relationships with other Municipal, Provincial, and Federal departments and community agencies.
  - c) Promote the orderly development of Family and Community Support Services.
  - d) Review with the Board all applications for cost-sharing under the Family and Community Support Services Act and make recommendations as to their acceptance, deferment or rejection.
13. The Board shall, in consultation with the Director or designate,
  - a) Suggest policies concerning the application of the Family and Community Support Services Act and/or any other specific programs under its jurisdiction to the Municipal partners.
  - b) Encourage submission of briefs pertaining to programs under its jurisdiction from responsible individuals and groups for review, evaluation and possible action.



- c) Encourage individuals and groups to offer suggestions for change to policies or programs which will make them more effective.
- d) Suggest to public and/or private agencies changes in the policies, programs or practices that might improve the impact of such services.
- e) Promote the public's awareness of the importance of prevention and of the preventive social services program's available.
- f) Advise the participating Councils on the establishment of new programs.
- g) Offer participating municipalities' policy guidance on the establishment of physical facilities necessary to the furtherance of FCSS programs.

#### **FUNDING AND ADMINISTRATION**

- 14. The cost of the Family and Community Support Services Program shall be shared by the Municipal Parties to this Agreement, and shall be determined by the Municipal Councils prior to the adoption of the budget.
- 15. It is agreed that the cost of any service approved by the Board, which does not qualify for a grant from the Provincial Government shall be shared by the Municipal Parties as set out in paragraph fourteen (#14) unless a recommendation is made to the Council's by the Board and is found acceptable.
- 16. Any Party may operate any family and community support service independently and shall pay for such independent programs as an extra over and above the requisition for general family and community support services carried out by the Board.
- 17. The Parties hereto agree that the establishment, administration and operation of the Family and Community Support Services Program may be performed within the territorial jurisdiction of the Parties upon the approval of such programs being given by the Board. The costs shall be payable by the Town on behalf of the Parties. It is acknowledged and agreed to by the Parties, that the Town shall recover the applicable portion of the costs from Provincial Government funding, Federal Government funding or other types of public funding for such programs, and/or the Party or Parties hereto that have agreed to pay part or all of these costs.
- 18. Each municipality's portion of shared funding from the Provincial-Municipal funding formula shall be payable by each Party to the Town on or before the



30<sup>th</sup> day of June, in each year, and adjusted as to actual expenditures as at the 31<sup>st</sup> of December in each year.

19. The Board shall provide such office space, supplies, equipment and furniture as may be required by the Director for the efficient operation of the program. The costs shall be shared by the municipal Parties to this Agreement.
20. Neither the Board nor any member thereof shall have any power to pledge the credit of any of the Parties hereto in connection with any matters whatsoever, nor shall the Board or any member thereof have any power to authorize any expenditure to be charged against any of the Parties without prior approval by the said Party.

This Agreement may be terminated on the 31<sup>st</sup> day of March in any year by any Party hereto giving notice to other Parties on or before the 1<sup>st</sup> day of September in the preceding year.

Agreed to this :

Date: \_\_\_\_\_

THE TOWN OF VULCAN

  
\_\_\_\_\_  
Mayor

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

Date: \_\_\_\_\_

VULCAN COUNTY

  
\_\_\_\_\_  
Reeve

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

Date: \_\_\_\_\_

THE VILLAGE OF CHAMPION

  
\_\_\_\_\_  
Mayor

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

Date: \_\_\_\_\_

THE VILLAGE OF CARMANGAY

  
\_\_\_\_\_  
Mayor

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

Date: \_\_\_\_\_

THE VILLAGE OF LOMOND

  
\_\_\_\_\_  
Mayor

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

# Town of Vulcan

Request for Decision (RFD)

## Town Hall Meeting

Meeting: Regular Council  
Meeting Date: **May 25, 2015**  
Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

Council to consider having an open house/public meeting to discuss budget/local improvement tax.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

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

### RECOMMENDED ACTION:

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

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

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

  
CAO



# Town of Vulcan

Request for Decision (RFD)

## Chief Administrative Officer Evaluation

Meeting: Regular Council  
Meeting Date: **May 25, 2015**  
Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

As contained in the MGA Section 205.1 the CAO requires an annual evaluation.

Kim Fath's official appointment was made by Council on June 9, 2014, Motion #14.190.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Council discussed evaluating the CAO based on an information workshop presented at the 2014 AUMA Convention.

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

### RECOMMENDED ACTION:

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

Initials show support -Reviewed by:

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

  
\_\_\_\_\_  
CAO



# Town of Vulcan

Request for Decision (RFD)

## Policy PL-12 Business Incentive Forgiveness of Taxes

Meeting: Regular Council  
Meeting Date: May 25, 2015  
Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

To encourage growth of existing and new businesses within the Town of Vulcan Council has adopted Policy PL-12 to provide for a portion of the municipal taxes to be forgiven to new or expanding businesses in the community.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Town currently has 3 businesses that have requested forgiveness of the Municipal taxes.

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

### RECOMMENDED ACTION:

Moved by Councillor \_\_\_\_\_ THAT Council forgives 100% of municipal tax for Roll #084300; and

Moved by Councillor \_\_\_\_\_ THAT Council forgives 50% of municipal tax for Roll #022700; and

Moved by Councillor \_\_\_\_\_ THAT Council forgives 15% (60% for 3 months) of municipal tax for Roll #019200.

Initials show support -Reviewed by:

Director:

CAO





## **ADMINISTRATOR'S REPORT**

**TO: TOWN COUNCIL**

**FROM: Kim Fath, CAO**

**DATE: May 25th, 2015**

### **Background**

To encourage growth of existing and new business within the Town of Vulcan, Council has adopted policy PL-12 to provide for a portion of the municipal taxes to be forgiven to new or expanding businesses in the community. This is detailed in section 347(1) b. of the *Municipal Government Act* (MGA).

### **Discussion**

The Town currently has 3 businesses that have requested forgiveness of the Municipal taxes.

Roll Number 084300: Requests 100% forgiveness

Roll Number 022700: Requests 50% forgiveness

Roll Number 019200: Requests 15% forgiveness (60% for 3 months)

### **Recommendation**

Administration recommends Council make motion to forgive the municipal taxes for the theses businesses as presented in accordance to former agreements and Policy PL-12.

Kim Fath  
Chief Administrative Officer

# Town of Vulcan

Request for Decision (RFD)

## Local Improvement Tax

Meeting: Regular Council  
Meeting Date: **May 25, 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