AGENDA FOR THE REGULAR MEETING OF COUNCIL
TO BE HELD IN THE TOWN OF VULCAN COUNCIL CHAMBERS
ON MONDAY, September 14, 2015
COMMENCING AT 7:00 PM

PUBLIC HEARING

CALL TO ORDER

1.0 Call to Order:

2.0 Public Hearing:

Bylaw No. 1447-15 Amendment to Land Use Bylaw No. 1437-15

3.0 Delegations:

3.1 Dan Thomson – Off Leash Area for Dogs

4.0 Adoption of Agenda

4.1

5.0 Adoption of Previous Minutes

5.1 Regular Council Meeting Minutes – August 24, 2015

6.0 Unfinished Business

6.1 Solar Park Update

7.0 Financial Statements - NIL

8.0 Correspondence and Information Items

8.1

9.0 Committee and Administrative Reports

9.1

10.0 Bylaws

10.1 Bylaw No. 1447-15 Amendment to Land Use Bylaw No. 1437-15

11.0 New Business

11.1 Amendment to FCSS 2015 Funding Agreement

11.2 Town of Vulcan Letterhead

11.3 Sale of Vehicles with Town Limits

11.4 Allocation of Funds for Capital Works Project

11.5 Food Bank Lease Agreement

11.6 Sidewalk Recessed Curb for Wheelchair Accessibility

11.7 Community L.E.D. Sign

11.8 Upgrades to Vulcan Kinsmen Skateboard Park

12.0 Notice of Motion

13.0 Management Reports

13.1 Management Reports

14.0 In-Camera

15.0 Adjournment

ITEM 5.1

Town of Vulcan

Request for Decision (RFD)

Adoption of Previous Minutes
Regular Council Meeting August 24, 2015

Meeting:	Regular Council
Meeting Date:	**September 14, 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, August 24, 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, August 24, 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, AUGUST 24, 2015

PRESENT:	Mayor	- Tom Grant
	Councillor	- Georgia-Lee DeBolt
	Councillor	- Rick Howard
	Councillor	- Sue Dow
	Councillor	- Lorna Armstrong
	Councillor	- Paul Taylor
	Chief Administrative Officer	- Kim Fath
	Recording Secretary	- Karen Rose
ABSENT:	Councillor	- John Seaman

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 Palliser School Board of Trustees – Colleen Deitz, Chairman, Robert Strauss, Trustee, Kevin Gietz, Superintendent

Representatives from Palliser School Board attended the Regular Council Meeting and presented to Council the history behind Palliser and then explained changes the Board had made to improve the schools to current day. They are concerned about the decrease in the student population at Vulcan Prairieview Elementary School and County Central High School. They shared with Council their interest in providing the Town with promotional material on the schools in Vulcan for the Town's website and offered to help promote growth within the Town of Vulcan.

4.0 Adoption of Agenda

Motion No.: 15.280

11.6 Community Float

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

Initials

5.0 Adoption of Previous Minutes

5.1 Regular Council Meeting Minutes

The Minutes of the Regular Meeting of Council, held in the Town of Vulcan Council Chamber on Monday, August 10, 2015 were presented to Council.

Motion No.: 15.281

Moved by Councillor Georgia-Lee DeBolt THAT the Minutes of the Regular Council Meeting, held in the Town of Vulcan Council Chamber on Monday, August 10, 2015 be approved and read by each member of Council as presented.

CARRIED UNANIMOUSLY

6.0 Unfinished Business

6.1 360 Run Request for Change of Date

Cassandra Orr of 360 Fitness is requesting a change of date for her Judgement Kills Road Race from August 22, 2015 to September 12, 2015.

Motion No.: 15.282

Moved by Councillor Paul Taylor THAT Council approves the change of date for the Judgement Kills Road Race from August 22, 2015 to September 12, 2015.

CARRIED UNANIMOUSLY

7.0 Financial Reports

7.1 Cash Statement – Ending July 31, 2015

Motion No.: 15.283

Moved by Councillor Rick Howard THAT the Cash Statement for the period ending July 31, 2015 be received as information. **CARRIED UNANIMOUSLY**

DRAFT

Initials

7.2 Year-to-Date Statement – July 31, 2015

Motion No.: 15.284

Moved by Councillor Sue Dow THAT the Year-to-Date as of July 31, 2015 be received as information. **CARRIED UNANIMOUSLY**

8.0 Correspondence and Information Items

8.1 The Correspondence and Information Items for the period ending August 24, 2015 was presented to Council to be received for information.

Motion No.: 15.285

Moved by Councillor Paul Taylor THAT the Correspondence and Information Items for the period ending August 24, 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.: 15.286

Moved by Councillor Rick Howard THAT the minutes and/or verbal reports of Town represented Boards/Committees at the August 24, 2015 Town Council Meeting be received for information.

- Vulcan RCMP Detachment – Statistical Comparison – January to July 2011-2015
- Vulcan Business Development Society – Agenda – Minutes – June 11, 2015
- Vulcan Business Development Society – Agenda – Minutes – August 12, 2015

- Councillor Georgia-Lee DeBolt
  - Vulcan & District Tourism Society

- Councillor Sue Dow
  - Vulcan Business Development Society
  - Vulcan District Golf & Country Club
  - Vulcan & District Tourism Society

Initials

DRAFT

- Councillor Paul Taylor
  - Municipal Planning Commission

CARRIED UNANIMOUSLY

10.0 Bylaws - NIL

11.0 New Business

11.1 Rolls and Responsibilities Workshop

The Village of Carmangay is hosting a Roles and Responsibilities and Workshop on Wednesday, September 30, 2015 and is inviting all CAO's and Council members to attend.

Motion No.: 15.287

Moved by Councillor Sue Dow THAT Council approves the attendance of Councillors who wish to attend the Roles and Responsibilities Workshop.

CARRIED UNANIMOUSLY

11.2 Joint Meeting with Vulcan County to Review Budget Funding

At a joint meeting it was brought up that a meeting be set up with Vulcan County to review budget funding for the upcoming 2016 budget.

Motion No.: 15.288

Moved by Councillor Lorna Armstrong THAT Council directs Administration to set up a meeting with the Vulcan County to review budget funding on October 1, 2015.

CARRIED UNANIMOUSLY

11.3 Encroachment Agreements

A request for an Encroachment Agreement has been received for two properties.

11.3A Encroachment Agreement – 506 – 4 Street South

A request for compliance was received from Robert & Danelle Gillespie at 506 – 4 Street South.

Initials

DRAFT

The owner is in the process of having North & Co. draft a standard Encroachment Agreement.

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

Motion No.: 15.289

Moved by Councillor Paul Taylor THAT Council approves the signing of a standard Encroachment Agreement for the encroachment as described on a Real Property Report dated November 26, 2014 prepared by Martin Geomatic Consultants Ltd.

CARRIED UNANIMOUSLY

11.3B Encroachment Agreement – 315 Cottonwood Drive

A request for compliance was received from Brenda Langridge for 315 Cottonwood Drive.

The owner is in the process of having a standard Encroachment Agreement written up.

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

Motion No.: 15.290

Moved by Councillor Rick Howard THAT Council approves the signing of a standard Encroachment Agreement for the encroachment of the Single-Unit dwelling as described on Real Property Report dated June 26, 2015 prepared by Brown Okamura and Associates Ltd.

CARRIED UNANIMOUSLY

11.4 2015 Capital Works Tender Approval

BSEI has submitted a Summary of Tender to the Town of Vulcan for the 3rd Avenue and 1st Street South Surfaces Works for approval.

Motion No.: 15.291

Moved by Councillor Georgia-Lee DeBolt THAT Council accepts the revised tender in the amount of $271,038.60 submitted by McNally Contractors Ltd. and directs Administration to have BSEI proceed with the Notice of Award and to prepare contract documents for the 2015 Capital Works program.

CARRIED UNANIMOUSLY

Initials

DRAFT

11.5 AHS Mapping Release of Information

Foothills Regional Emergency Services Commission (FRESC) has been working with Alberta Health Services (AHS) for approximately two years to establish an agreement that will allow AHS to share its extensive GIS map data with FRESC. The sharing of this data will provide a complete comprehensive, single source map and address file for the entire FRESC 911 and Fire Dispatch service data. This will result in a significant cost savings to FRESC if we are able to obtain this data in a complete format. FRESC requires the GIS data to update our Computer Aided Dispatch software, current GIS map data is critical to the provision of 911 and Fire Dispatch service to your community.

Motion No.: 15.292

Moved by Councillor Sue Dow THAT Council directs Administration to enter into an agreement that will allow AHS to enter into a data sharing agreement with FRESC.

CARRIED UNANIMOUSLY

11.6 Community Float

Mayor Tom Grant made mention that the Star Trek Float has proven to be very popular at the various parades it has attended. A suggestion was brought forward that the money currently budgeted for the Trade Show could be used to upgrade the float in an effort to gain more exposure for the Town of Vulcan in other community parades.

12.0 Notice of Motion - NIL

13.0 Management Reports - NIL

14.0 In-Camera

Motion No.: 15.293

Moved by Councillor Paul Taylor THAT Council move in-camera at 9:04 p.m.

CARRIED UNANIMOUSLY

Mayor Grant called for a three minute recess.

The meeting reconvened at 9:07 p.m.

Initials

DRAFT

Motion No.: 15.294

Moved by Councillor Sue Dow THAT Council move out-of-camera at 9:40 p.m.
CARRIED UNANIMOUSLY

14.1 County Partnership

Motion No.: 15.295

Moved by Councillor Paul Taylor THAT Council authorize the Mayor and CAO to execute an agreement conditional to approval of the Director of Emergency Management/Safety Coordinator agreement by all the within named parties. **CARRIED UNANIMOUSLY**

Motion No.: 15.296

Moved by Councillor Georgia-Lee DeBolt THAT Council authorize the Mayor and CAO to execute an agreement, conditional to approval of the IT Web Support agreement by all the within named parties. **CARRIED UNANIMOUSLY**

15.0 Adjournment

The meeting was adjourned by Councillor Lorna Armstrong at 9:41 p.m.

DRAFT

_____
Tom Grant
Mayor

_____
Kim Fath
Chief Administrative Officer

Initials

ITEM 6.1

Town of Vulcan

Request for Decision (RFD)

Solar Park Update

Meeting:	Regular Council
Meeting Date:	**September 14, 2015**
Originated By:	Nancy Neufeld

BACKGROUND / PROPOSAL:

Kyle Greene, Project Manager gave Nancy Neufeld, Development Officer an update on the progression of the Solar Park Project.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council receives this as information.

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

6.1

MEMO

TO: **Kim Fath, CAO**
Council

FROM: **Nancy Neufeld, Development Officer**

DATE: **September 9, 2015**

RE: **Solar Park**

As per a recent report from Kyle Greene:

Delay in construction at this time is mainly due to:

1) Signing off on engineering in regards to anchoring of elevators. We have been informed that the engineering is close to being signed off.

2) Waiting for pole to be put in that will allow tie in to the grid.

3) Changes in code regarding underground wiring have contributed to delays in completing groundwork.

Kyle and VBIT have been working on a brochure regarding community funding, i.e. sponsoring of benches, plaques, picnic tables, signs. This additional funding is required to for completion of the path and irrigation. Kyle has indicated that he is $6,000 to $8,000 short from his budget to cover these items.

Delivery of the two artistic panels is expected in November.

Education documents are 90% complete, just finalizing remaining details. These documents will be passed to Council for approval.

Kyle has met with Alberta Energy and they have indicated verbally their approval of the progress of the project and what has been done in regards to meeting criteria for grant funding deadline of August 31, 2015.

ITEM 8.1

Town of Vulcan

Request for Decision (RFD)

Correspondence and Information

Meeting:	Regular Council
Meeting Date:	**September 14, 2015**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Attached is the list of Correspondence and Information for the period ending September 14, 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 September 14, 2015 be received for information.

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

Report on Miscellaneous Correspondence 8.1 (2) - September 14, 2015

A. **Vulcan Brand Innovative Team**
   Letter of Support – Submission for Alberta Community Partnerships

B. **EDF EN Canada Inc.**
   Vulcan Solar Project Community Open House
   ***More information is available in the office**

8.1.A

VBIT
Vulcan Brand Innovation Team

Town of Vulcan

September 8, 2015

Re; Submission for Alberta Community Partnerships

Town of Vulcan Council:

The Vulcan Brand Innovation Team is applying for funding from the Alberta Community Partnerships for a feasibility study on the proposed Discovery Centre. Liza Dawber is assisting in this process. This Centre will host a convertible convention centre, running track, break out rooms, theater and placed adjacent to a hotel.

VBIT requires a municipality to host this grant. We are asking the Town of Vulcan to host this funding.

VBIT passed a motion at its September 8, 2015 meeting to pursue funding for a feasibility study.

Thank you for your attention

Ray Shaw
Chairman

cc Greg Deitz
vice chairman

Box 1259, 110-2nd Ave N
Vulcan, Alberta
(403) 485-4100

Vulcan Brand Innovation Team

ALL SCIENCE. NO FICTION.

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8.1.B

VULCAN solar project COMMUNITY OPEN HOUSE

We want to hear from you.

Join us at our community open house to take part in the conversation about our proposed Vulcan Solar Project. If approved, the 60 MWp Project would be located in Vulcan County, near the village of Carmangay. Once built, the Project will be Western Canada's largest solar facility.

The community open house will take place on:

TUESDAY, SEPTEMBER 29 at 6:00 PM
CARMANGAY CURLING RINK
332 CARMAN STREET, CARMANGAY

QUESTIONS:
VulcanSolar@edf-en.ca
www.vulcansolar.ca
844-55-EDF-EN

EDF energies nouvelles

ITEM 9.1

Town of Vulcan

Request for Decision (RFD)

Committee and Administrative Reports

Meeting:	Regular Council
Meeting Date:	**September 14, 2015**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

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

- Vulcan RCMP Provincial Detachment Statistical Comparison – January – August 2011 - 2015
- Mayors & Reeves of Southwest Alberta – Minutes – May 1, 2015
- Vulcan Brand Innovation Team – Minutes – July 7, 2015
- Municipal Planning Commission – Agenda – Minutes – August 18, 2015
- Vulcan Golf and Country Club Executive Meeting – Minutes – August 20, 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 September 14, 2015 Town Council Meeting be received for information.

- Vulcan RCMP Provincial Detachment Statistical Comparison – January – August 2011 - 2015
- Mayors & Reeves of Southwest Alberta – Minutes – May 1, 2015
- Vulcan Brand Innovation Team – Minutes – July 7, 2015
- Municipal Planning Commission – Agenda – Minutes – August 18, 2015
- Vulcan Golf and Country Club Executive Meeting – Minutes – August 20, 2015

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

Vulcan Provincial Detachment
Statistical Comparison
January to August: 2011 - 2015

September-03-15

CATEGORY	Trend	2011	2012	2013	2014	2015
Offences Related to Death		0	0	0	0	0
Robbery		0	0	0	0	0
Sexual Assaults		4	3	2	4	0
Other Sexual Offences		0	1	0	0	0
Assault		34	22	27	18	20
Kidnapping/Hostage/Abduction		0	0	0	5	5
Extortion		0	0	0	0	0
Criminal Harassment		10	9	9	12	5
Uttering Threats		14	6	9	24	7
Other Persons		1	0	0	1	1
TOTAL PERSONS		**63**	**41**	**47**	**64**	**38**
Break & Enter		18	19	25	20	12
Theft of Motor Vehicle		3	6	11	11	4
Theft Over $5,000		4	2	2	2	5
Theft Under $5,000		28	32	50	31	34
Possn Stn Goods		1	7	1	5	6
Fraud		3	9	16	20	13
Arson		1	3	0	1	0
Mischief To Property		34	32	40	52	36
TOTAL PROPERTY		**92**	**110**	**145**	**142**	**110**
Offensive Weapons		3	3	3	4	4
Disturbing the peace		16	15	7	24	7
OTHER CRIMINAL CODE		**47**	**51**	**30**	**57**	**24**
TOTAL OTHER CRIMINAL CODE		**50**	**54**	**33**	**61**	**29**
TOTAL CRIMINAL CODE		205	205	225	267	177

This Report is generated from the PROS database and current scoring of files.

Vulcan Provincial Detachment
Statistical Comparison
January to August: 2011 - 2015

CATEGORY	Trend	2011	2012	2013	2014	2015
Drug Enforcement - Production		1	0	1	0	2
Drug Enforcement - Possession		11	10	4	10	10
Drug Enforcement - Trafficking		0	1	1	1	1
Drug Enforcement - Other		0	0	0	0	0
Total Drugs		**12**	**11**	**6**	**11**	**13**
Federal - General		14	5	2	7	3
TOTAL FEDERAL		**26**	**16**	**8**	**18**	**16**
Liquor Act		12	12	7	13	4
Other Provincial Stats		32	39	37	54	50
Total Provincial Stats		**44**	**51**	**44**	**67**	**54**
Municipal By-laws Traffic		1	1	1	1	1
Municipal By-laws		7	3	17	11	12
Total Municipal		**8**	**4**	**18**	**12**	**13**
Fatals		5	1	0	2	0
Injury MVC		2	8	4	17	8
Property Damage MVC (Reportable)		63	60	69	71	60
Property Damage MVC (Non Reportable)		12	9	5	22	7
TOTAL MVC		**82**	**78**	**78**	**112**	**75**
Provincial Traffic		**120**	**249**	**138**	**268**	**159**
Other Traffic		**13**	**5**	**6**	**5**	**0**
Criminal Code Traffic		**31**	**40**	**29**	**44**	**22**
Common Police Activities						
False Alarms		**63**	**72**	**44**	**36**	**51**
False/Abandoned 911 Call and 911 Act		**148**	**102**	**76**	**85**	**48**
Suspicious Person/Vehicle/Property		**28**	**79**	**66**	**29**	**25**
Persons Reported Missing		**13**	**11**	**8**	**7**	**7**
Spousal Abuse - Survey Code		**N/A**	**5**	**17**	**35**	**17**

This Report is generated from the PROS database and current scoring of files.

Vulcan Provincial Detachment
Statistical Comparison
August: 2011 - 2015

September-03-15

CATEGORY	Trend	2011	2012	2013	2014	2015
Offences Related to Death		0	0	0	0	0
Robbery		0	0	0	0	0
Sexual Assaults		0	0	0	0	0
Other Sexual Offences		0	0	0	0	0
Assault		2	1	4	2	2
Kidnapping/Hostage/Abduction		0	0	0	0	0
Extortion		0	0	0	0	0
Criminal Harassment		1	0	2	1	0
Uttering Threats		2	2	2	1	1
Other Persons		0	0	0	0	1
TOTAL PERSONS		**5**	**3**	**8**	**4**	**4**
Break & Enter		5	2	4	7	1
Theft of Motor Vehicle		1	1	1	1	2
Theft Over $5,000		2	0	1	1	1
Theft Under $5,000		6	0	6	9	4
Possn Stn Goods		0	0	0	0	1
Fraud		1	1	0	2	0
Arson		0	0	0	0	0
Mischief To Property		10	5	6	12	6
TOTAL PROPERTY		**25**	**9**	**18**	**32**	**15**
Offensive Weapons		1	1	0	0	0
Disturbing the peace		3	3	1	5	3
OTHER CRIMINAL CODE		**8**	**9**	**3**	**9**	**4**
TOTAL OTHER CRIMINAL CODE		**9**	**10**	**3**	**9**	**4**
TOTAL CRIMINAL CODE		39	22	29	45	23

This Report is generated from the PROS database and current scoring of files.

Vulcan Provincial Detachment
Statistical Comparison
August: 2011 - 2015

CATEGORY	Trend	2011	2012	2013	2014	2015
Drug Enforcement - Production		0	0	1	0	0
Drug Enforcement - Possession		0	0	0	3	0
Drug Enforcement - Trafficking		0	0	0	0	1
Drug Enforcement - Other		0	0	0	0	0
Total Drugs		**0**	**0**	**1**	**3**	**1**
Federal - General		3	2	0	0	0
TOTAL FEDERAL		**3**	**2**	**1**	**3**	**1**
Liquor Act		3	0	1	2	1
Other Provincial Stats		2	3	9	5	6
Total Provincial Stats		**5**	**3**	**10**	**7**	**7**
Municipal By-laws Traffic		0	0	0	0	0
Municipal By-laws		1	0	3	1	2
Total Municipal		**1**	**0**	**3**	**1**	**2**
Fatals		1	1	0	0	0
Injury MCS		0	0	0	0	3
Property Damage MVC (Reportable)		7	5	16	8	6
Property Damage MVC (Non Reportable)		0	0	0	2	0
TOTAL MVC		**8**	**6**	**16**	**10**	**9**
Provincial Traffic		**30**	**12**	**29**	**30**	**13**
Other Traffic		**2**	**0**	**2**	**1**	**0**
Criminal Code Traffic		**0**	**6**	**6**	**8**	**3**
Common Police Activities						
False Alarms		**7**	**10**	**10**	**5**	**8**
False/Abandoned 911 Call and 911 Act		**12**	**15**	**20**	**13**	**6**
Suspicious Person/Vehicle/Property		**6**	**14**	**11**	**8**	**5**
Persons Reported Missing		**3**	**2**	**1**	**2**	**3**
Spousal Abuse - Survey Code		**N/A**	**5**	**3**	**4**	**0**

This Report is generated from the PROS database and current scoring of files.

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 or Bev 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
- 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
- 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 or 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) 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.**

ACTION ITEMS FROM MAY 1, 2015 MEETING	**PERSON RESPONSIBLE**
Forward possible agenda items to Mayor Bohne for the June joint meeting	Mayors & Reeves
ACTION ITEMS FROM APRIL 10, 2015 MEETING	**PERSON RESPONSIBLE**
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

VBIT
Vulcan Brand Innovation Team

VBIT Meeting
Vulcan Golf Course
Tuesday, July 7, 2015

Present: Ray Shaw, Judy Sanderson, Gail Wark, Sue Dow, Leslie Warren, Vera-Lynn Beal, Devan Daniels, Tracy Inaba, Sandra Scott (via Facetime), Colleen Carey.

Call to Order: Ray called meeting to order at 12:05pm.
Additions to the agenda: Treasurer's report. CIP added to old business. Sue D moved to approve agenda as amended. CARRIED.

Adoption of Minutes from last meeting June 10, 2015
Leslie moved to accept minutes. CARRIED.

Innovation ideas from members:

- Gail reported that there is a Canadian Aeronautics Museum in Ottawa that is doing a StarFleet Academy (May 2016). Gail will keep us informed.

Treasurer's Report

- Judy reported that there is currently $496.58 in our account. $6600 will be deposited from investment for CIP grant.
- Sue Dow and Colleen Carey will look over the financials and sign off on them.
- Motion to accept Treasurer's report: Leslie. CARRIED.

Old Business

- Vote on Vera-Lynn Beal for membership
  - Judy moved that Vera-Lynn become a VBIT Director (Development committee). CARRIED.
- Chamber membership
  - Ray reported that Lyle Magnuson will become a Member at Large. Ray will keep him informed as to happenings, sharing minutes, etc.
- CIP
  - Leslie shared that we received less than the amount applied for ($20,000). We must match 50/50. See attached for break-down of the percentages of expenses. Hoping that development committee will have their visual. Mitch will be working on this. Might not have

to provide actual cash out because of the "in-kind" (part of the application).

- Ray reported that Kyle Greene has asked for our assistance in creating a brochure for the Solar Park. Leslie suggested that perhaps Mitch can help with that as well – especially in regards to a visual of the park, etc.

New Business

- Annual Filing for Society, Director List, Tracy
  - Should be coming in the mail. Should be arriving soon. ACTION: Tracy & Ray will deal with this when it arrives.
- Solar Park, Ray
  - Ray reported that Kyle Greene sent a letter saying he wants help with the design for the brochure and distribution of the material. Kyle asked us to pick a sector to look after this. Ray picked the downtown core. Motion in principal to take on those two things: Judy moved to help with the creation of the brochure for the Solar Park brochure and distribution of it in the downtown core. Colleen seconded. CARRIED.
- Vulcan Academy of Science and Technology
  - Ray suggested we start this to bring all the parts together (science, education, agriculture, etc.) Getting great support from various community stakeholders groups.
- Board Insurance Quote Review
  - Colleen shared a quote from the Co-operators. Liability insurance for non-profit organizations (for Directors as well). See attached for specifics. Will not increase any more than 5% in any given year. Includes: misc. property floater (including signage, etc. and others if we get property); commercial general liability (ie: personal injury to someone else, etc.); non-owned auto – if something happens to our vehicles while doing VBIT business that our own insurance wouldn't cover; Directors and officers liability (means they can't come after us personally); Bottom line: $1380 if we went with everything.
  - It was decided that we will wait for quotes from the other companies. We will then re-examine all the quotes and vote through email on this issue.
- VTV update: Sandra S & Leslie
  - Gail reported that they were in Montreal at Comic-con and it gave them a great direction to go. Many of the vendors were excited about the idea because it allows the potential customer to come to

them. Met one woman who is in touch with many east-coast artists (125 higher-end merchants in her group). Met with Sabrina from Toronto who really recommended we streamline our market or else we risk missing our target if we go too broad. We need to get smart with social media. Sabrina also suggested that we could tap into Agriculture which is a hole in the on-line world right now. She suggested we teach, through the media centre, how to use social media and content. We must also go to trek conferences rather than comi-con conventions; more specific to our market. VBIT can get $1000 per month of Google ads because we are not-for-profit.

- Tourism is not going to move forward with the application. We will not be allowed to deal with VulCon or tourism at all in order to not break CBS licensing infringements. Gail reported that VTV is going to go on their own then. Ray cautioned that because we don't have an agreement with the tourism board, we need to be very careful with the CBS licensing. Ray stated that we therefore need to make an agreement with the tourism board before VulCon. The agreement should say that tourism will allow VTV the half-hour interviews with the celebrities at a site off of the VulCon site, provide transportation to the interview, and would vet the VOD footage to ensure that there are no licensing infringements. Sandra suggested tourism provide us with the document with the specific details of what VTV is allowed to do. Devan clarified that it is the VOD that is the concern; the free content can still be used. Sandra said that VTV will focus on the interviews and the free content. ACTION: Tourism will provide us with an agreement for the interview.

Gail moved meeting be adjourned.

Next meeting: August 18th, 12:00 at Vulcan Golf Club

MUNICIPAL PLANNING COMMISSION
Town of Vulcan Council Chambers
Tuesday, August 18, 2015 – 2:00 p.m.
A G E N D A

CALL TO ORDER

1.0 DELEGATIONS/OPEN SESSION FOR PUBLIC

2.0 ADDITIONS TO AGENDA – NIL

3.0 MINUTES
- 3.1 Municipal Planning Commission Meeting Minutes of July 21, 2015

4.0 MISC CORRESPONDENCE

5.0 SUBDIVISION, DEVELOPMENT APPLICATIONS & WAIVER REQUESTS
- 5.1 D15.24 – Discretionary Use – R-1 – Home Occupation II – 231-5th Ave N
- 5.2 D15.26 - Discretionary Use – I-1 – Contractor General – 118-102 – 4th St N

6.0 UNFINISHED BUSINESS

7.0 NEW BUSINESS

8.0 DEVELOPMENT OFFICER'S REPORT

9.0 LAND USE BY-LAW REVIEW

10.0 QUESTION PERIOD

11.0 IN-CAMERA

12.0 NEXT MEETING – September 15, 2015

13.0 ADJOURNMENT

MINUTES OF THE TOWN OF VULCAN MUNICIPAL PLANNING COMMISSION
MEETING HELD IN THE TOWN OF VULCAN COUNCIL CHAMBERS
ON TUESDAY AUGUST 18, 2015
COMMENCING AT 2:00 P.M.

A meeting of the Municipal Planning Commission, of the Town of Vulcan in the Province of Alberta, was held in the Town Office on August 18, 2015 commencing at 2:02 p.m.

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

DRAFT

CALL TO ORDER: Chairman John Seaman called the meeting to order at 2:11 p.m.
Member Ron Fernley was absent at the commencement of the meeting.

1.0 DELEGATION - NIL

2.0 ADDITIONS TO THE AGENDA - NIL

Motion: 15.41

Moved by Member Lyle Magnuson that the agenda as presented by approved.

CARRIED

3.0 MINUTES

3.1 Minutes of the July 21, 2015 meeting of the MPC.

Motion: 15.42

Moved by Member Ross Zuehlke that the Minutes of the Town of Vulcan Municipal Planning Commission July 21, 2015 be approved as amended as follows and read by each member of the Commission.

Motion 15.56 "moved by Ross Randy Wolfe" to "moved by Randy Wolfe"
Motoin 15.39 "moved by Ross Ross Zuehlke" to "moved by Ross Zuehlke"

CARRIED

4.0 MISCELLANEOUS CORRESPONDENCE

4.1 August 18/15 – Letter to owner of 339 Cottonwood Dr re possible encroachment

Motion: 15.43

Moved by Member Paul Taylor that the Miscellaneous Correspondence be accepted for information.

CARRIED

DRAFT

5.0 SUBDIVISION, DEVELOPMENT APPLICATIONS & WAIVER REQUESTS

5.1 D15.24 – Discretionary Use – R-1 – Home Occupation II 231 – 5 Ave N – Lot 5 Blk 42 Plan 7501382

Motion: 15.44

Moved by Ross Paul Taylor that the Municipal Planning Commission approve Development Permit D15.24 as follows:

- No development authorized by the issue of this permit shall commence:
  Less than 17 days after the issue of this permit, or
  If an appeal is made, until the appeal is decided upon.
- Must comply with all Federal and Provincial Statutes and Regulations.
- Must comply with Town of Vulcan Land Use By-Law 1437-15.
- Current Town Business License must be obtained every year business is in operation.
- No outdoor storage
- Utility rate for Home Occupation 2x flat rate for water, commercial sewer fee and commercial garbage fee.

CARRIED

5.2 D15.26 – R-1 – Discretionary Use – I-1 – Contractor General
102-112-118-4th Street North – Lots 5,6 & 7 Blk 56 Plan 7811108

Motion: 15.45

Moved by Ross Zuehlke that the Municipal Planning Commission approve Development Permit D15.26 as follows:

- No development authorized by the issue of this permit shall commence:
  Less than 17 days after the issue of this permit, or
  If an appeal is made, until the appeal is decided upon.
- Must comply with all Federal and Provincial Statutes and Regulations.
- Must comply with Town of Vulcan Land Use By-Law 1437-15.
- Current Town Business License must be obtained every year business is in operation.
- Applicable Safety Codes Permits required prior to commencement of work, i.e. building, electrical, plumbing & gas.
- Safety Code Permits finalized (Permit Services Report issued) prior to occupancy
- Occupancy permit issued by the Town of Vulcan must be obtained prior to occupancy of the development.
- Provision of Real Property Report upon completion of construction and prior to occupancy.
- Consolidation of lots 5 & 6

DRAFT

CARRIED

Member Ron Fernley entered the meeting at 2:23 p.m.

6.0 UNFINISHED BUSINESS - NIL

7.0 NEW BUSINESS - NIL

8.0 DEVELOPMENT OFFICER'S REPORT

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

Motion: 15.46:

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

CARRIED

9.0 LAND USE BY-LAW REVIEW

Encroachments onto URW's and compliance re sheds. Development Officer was requested to obtain information regarding minimum standards in regards to preparation of Real Property Reports.

10.0 QUESTION PERIOD

Chairman John Seaman asked if there is a business being run out of the residence at 532-2nd Street North. Development Officer indicated that there has not been a business license issued at this address. Development Officer will look into this.

Lyle Magnuson provided stats on housing sales in that there were 25 residential sales for the period of January to July, 20 to 23 properties currently on the market and no commercial sales.

9.0 IN-CAMERA - NIL

10.0 DATE OF NEXT MPC MEETING – September 15, 2015

11.0 ADJOURNMENT

The meeting adjourned at 3:14 p.m.

DRAFT

_____

Chairman

_____

Secretary

VULCAN GOLF AND COUNTRY CLUB

EXECUTIVE MEETING MINUTES

AUGUST 20, 2015

PRESENT: Dave Lanktree, Don McPherson, Wendy Williams, Ken Creed, Ron Fernley, Roberta Meehan, Sue Dow, Peter Beckner, Nick Zubach, Mike Fenske, Duke Webber.

REGRETS: Georgia-Lee Debolt

GUEST:

-Diane Krystalowich reviewed the financial statement of the Vulcan Golf and Country Club for the year ending October 31, 2014 with the board. Copies are available from Mike.

MEETING CALLED TO ORDER, 7:26

ADDITIONS TO THE AGENDA:

-Financial Statement, rate sheets, expanding tournament financial statement, kitchen tender, life membership, assessment of the clubhouse, appointment of treasurer, club championship date

-Motion to accept the additions to the agenda, Ron Fernley, seconded by Nick Zubach. Carried.

MINUTES OF THE LAST MEETING:

-Minutes of the meeting of July 16 were reviewed. Motion to adopt the minutes of the last meeting as distributed, Don McPherson, seconded by Roberta Meehan. Carried.

FINANCIAL REPORT:

-Motion to accept the review presented by Krystalowich & Company, Don McPherson, seconded by Ron Fernley, Carried.

-Motion to accept the financial report as presented by Mike Fenske, Don McPherson, seconded by Roberta Meehan, carried.

GROUNDS REPORT:

-As per attached report:

-Motion to purchase 2 greens covers from the casino funds, Wendy Williams, seconded by Don McPherson. Carried. Further greens covers will be needed and will be included in the budget.

-discussion on planting trees in the fall.

- Motion to plant 23 trees for the Burnell Drummond tree project made by Peter Beckner, seconded by Nick Zubach. Carried.

-83% of the water budget has been used.

-Motion to accept the grounds report, Ken Creed. Seconded by Peter Beckner. Carried

HOUSE REPORT

-as per attached report:

-the kitchen is current with payments of lease.

- Jim Nobert will be asked to express his opinion on the air conditioner. It is felt that the repairs to the units is working for now but that they will have to be up-graded in the near future.

- discussion on the tender process of the kitchen, and the house committee will prepare a tender package to be distributed as of October 16, closing on November 30.

-rate sheets were reviewed.

-discussion on including an over-all category for Women in the Club Championship.

- Motion to accept the house report by Nike Zubach. Seconded by Don McPherson. Carried

-Mike has been asked to present a more detailed report on tournaments.

CORRESPONDENSE:

-letter from A.G.L.C. stating that our 2017 Casino has been moved to the second quarter from the third quarter.

- letter from the Lethbridge Correctional Facility indicating that there will not be community service available at this time.

-letter from Ken Davidson asking for relief from 2015 fees for health reasons. Mike will reimburse Mr. Davidson.

OLD BUSINESS:

-Discussion on the accolades for life membership. Tabled to the October meeting.

-Discussion of the assessment of the club-house. The appraiser has not been here yet.

-Discussion of the R.C.M.P. Tournament

NEW BUSINESS:

-Motion to appoint Don McPherson treasurer of the Vulcan Golf and Country Club, made by Ken Creed. Seconded by Peter Beckner. Carried.

-Motion by Nick Zubach to appoint Don McPherson, Mike Fenske, and Dave Lanktree as signing authority at the bank negating all previous signing authority. Seconded by Roberta Meehan. Carried.

-motion that the Club Championship will be held on the week-end of the second Saturday of August made by Peter Beckner, seconded by Don McPherson. Carried.

-voting for the town representatives will require further investigation of by-laws and will be reviewed by the house committee.

- teen category on rate sheet will be reviewed by the house committee to determine whether it can be changed in the by-laws or by policy.

NEXT MEETING DATE:

September 17, 2015

ADJOURNMENT:

-Nick Zubach made the motion to adjourn. Carried.

ITEM 10.1

Town of Vulcan

Request for Decision (RFD)

Bylaw No. 1447-15
Amendment to Bylaw No. 1437-15

Meeting:	Regular Council
Meeting Date:	**September 14, 2015**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

At the August 10, 2015 Regular Council Meeting Council gave Bylaw No. 1447-15 first reading.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

A development permit application was submitted for an automotive repair shop defined in Land Use Bylaw No. 1437-15 at 113 – 1 Street North which is zoned C-1 "Retail Commercial". "Automotive Repair Shop" is not listed as either a "Permitted Use" or a "Discretionary Use" for this District.

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

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Bylaw No. 1447-15 be given second reading.

Moved by Councillor _____ THAT Bylaw No. 1447-15 be given third and final reading.

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

TOWN OF VULCAN

BYLAW NO. 1447-15

A BYLAW OF THE TOWN OF VULCAN, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF AMENDING THE LAND USE BYLAW NO. 1437-15.

WHEREAS the Town is in receipt of an application to amend the Land Use Bylaw No. 1437-15 to include the use of "Automotive Repair" as a discretionary use in the Retail/Commercial C-1 district;

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

1. Add to Schedule 1 under Retail Commercial C-1 as a discretionary use the following:

   AUTOMOTIVE REPAIR

2. Bylaw No. 1437-15, being the Town of Vulcan Land Use Bylaw, is hereby amended.

3. This Bylaw comes into effect upon third and final reading hereof.

READ this FIRST time this 10th day of August, 2015

READ for a SECOND time this day of , 2015

READ for a THIRD time this day of , 2015

_____

Tom Grant, Mayor

_____

Kim Fath, Chief Administrative Officer

10.1

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

PROPOSED BYLAW NO. 1447-15

To be held at 7:00pm, September 14, 2015
Town of Vulcan Council Chambers
321 2nd Street South

PURSUANT to sections 230, 606 and 692 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, the Council of the Town of Vulcan in the Province of Alberta hereby gives notice of its intention to adopt Bylaw No. 1447-15, being an amendment to Land Use Bylaw 1437-15 for the municipality.

THE PURPOSE of the proposed Bylaw No. 1447-15, is to amend the Land Use Bylaw No.1437-15 to include the use of "Automotive Repair" as a discretionary use in the C-1 "Retail Commercial" district:

THEREFORE, TAKE NOTICE THAT a public hearing to consider the Proposed Bylaw No. 1447-15 will be held in the Town of Vulcan Council Chambers at 7:00pm, September 14, 2015.

AND FURTHER TAKE NOTICE THAT anyone wishing to make a presentation regarding the proposed bylaw should, in writing, notify the Chief Administrative Officer of their intention prior to 4:30 pm on September 4, 2015.

AND FURTHER TAKE NOTICE THAT both written and verbal presentations may be made to council at the public hearing.

AND FURTHER TAKE NOTICE THAT a copy of the proposed bylaw may be inspected at the Town of Vulcan office during normal business hours.

DATED at the Town of Vulcan in the Province of Alberta this 17th day of August, 2015.

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

ITEM 11.1

Town of Vulcan

Request for Decision (RFD)

Amendment to FCSS 2015 Agreement

Meeting:	Regular Council
Meeting Date:	**September 14, 2015**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Alberta Government is requesting an amendment to the current 2015 Funding Agreement.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Minister of Children and Youth Services is amending the committed provincial contribution to the municipality to $178,389.00. The total amount of funding for the Program will be $222,986.25 amending the required municipal contribution to $44,597.25. All participating municipalities contribute based on population towards this program.

COSTS / SOURCE OF FUNDING (if applicable):

The Town's 2015 contribution was $10,965.00 and will increase to $11,787.50 as per the proposed FCSS Funding Increase Amendment. The Municipal portion of this increase has been waived for this year but should be included in the budget for 2016.

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves the amendment to the 2015 Family and Community Support Services Funding Agreement

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

11.1

NEW

Alberta Government
Family and Community Support Services (FCSS)

Funding Agreement Amending The JANUARY 1 - DECEMBER 31, 2015 Family and Community Support Services

BETWEEN:

HER MAJESTY THE QUEEN in RIGHT OF ALBERTA
as represented herein by the Minister of Children and Youth Services
("the Minister")

AND

TOWN OF VULCAN, whose address is
Box 360
Vulcan, Alberta T0L 2B0
("the Municipality")

The Minister and the Municipality agree to amend the JANUARY 1 - DECEMBER 31, 2015 Family and Community Support Services Funding Agreement as follows:

1. In paragraph 1, by amending the amount of provincial contribution the Minister shall pay to the Municipality to $178,389.00.

2. In paragraph 2(b), by amending the total amount of funding to be expended in the Program to $222,986.25 and amending the least required municipal contribution to $44,597.25.

Do you want the full amount?

The Municipality has signed this Agreement on the _____ day of _____, 20__.

The Minister has signed this Agreement on the _____ day of _____, 20__.

Signatures (Affix municipal corporate seal if applicable):

_____	_____
On behalf of the Minister (Mayor, Reeve as the case may be)	Minister of Human Services

Participating Municipalities

Title of Program: **TOWN OF VULCAN**

For the Period Ending

December 31, 2015

Scope of Program:

Single Municipality

✓ Multiple Municipality

List all participating municipalities. All participating municipalities must contribute their 20% share.

TOWN OF VULCAN	$47,150.00
VULCAN COUNTY	$108,218.00
VILLAGE OF CARMANGAY	$7,350.00
VILLAGE OF CHAMPION	$10,956.00
VILLAGE OF LOMOND	$4,715.00

Calculation of Funding:

$178,389.00	**$44,597.25**	**$222,986.25**
Committed Provincial Contribution	Required Municipal Contribution	Total Sum

($0.25 per Committed Provincial $1.00, which represents 20% of the Total Sum)

Proposed FCSS Funding Increase Amendment for 2015

		Province	$0.25 per $1.00
Town Portion	Current	$ 43,860.00	$ 10,965.00
	Amendment	$ 47,150.00	$ 11,787.50
	Increase	$ 3,290.00	**$ 822.50**

		Province	$0.25 per $1.00
All Vulcan Area Municipalities	Current	$ 165,943.00	$ 41,485.75
	Amendment	$ 178,389.00	$ 44,597.25
	Increase	$ 12,446.00	**$ 3,111.50**

Good afternoon to all FCSS Program folks:

I hope you had a wonderful summer and found time to rest and relax.

I want to provide an update on a number of things that has occurred in our Ministry that are of significance to FCSS.

1. In June of 2015, a further extension of the FCSS Regulation was approved to June 30, 2017.

2. The work of the Community Partnership Branch was transformed into two new Branches:
    - ***Prevention and Early Intervention Branch*** which includes the Prevention and Early Intervention (PEI) Framework, Children and Youth Mental Health, Great Kids Award and the Alberta Mentoring Partnership
    - This Branch will be led by Silvia Vajushi
    - ***Family and Community Support Services Branch*** which includes FCSS and ECD Community Coalitions, for which I will be the Executive Director.

3. In June, the government approved Bill 3, the Appropriation Act (Interim Supply) which will provide an additional $10,083,000 in funding for the FCSS program.

4. On August 6, 2015, Minister Sabir,(when he met with the FCSSAA), confirmed the $10 million in additional funding for FCSS to help address population increases and local preventive social service needs and priorities. The Minister has approved the distribution of the $10 million.

5. All programs will receive an increase of 10% which will account for $7.5 million dollars. The current funding model includes a 2% across the board provision to provide for cost of doing business. Therefore, since there has been no funding increase for five years, the Minister has approved a 10% increase (2% per year of no funding increases) across the board.

6. Programs who experienced population increases will receive greater than 10% which will account for $2.5 million dollars.

7. The allocations will go out with the October payments to municipalities and Metis settlements. **Yesterday**, you should have receive an email letting you know that an amendment to your funding agreement is now availabe through the FCSS on-line system. The amendment reflects the increase for your program. **Approval/Submission of the amending agreement is required to provide the funding increase.** Although the amendment reflects what would be required in terms of the 20%, this requirement will be waived for this year. (December 31, 2015 for municipalities and March 31, 2016 for Metis Settlements). My office will make the necessary adjustments.

8. Programs will be able to carry forward any surplus from this increased funding into next year. (December 31, 2015 for municipalities and March 31, 2016 for Metis Settlements). Programs ending the year with a surplus **over and above the new funding allocations** will have to request approval by emailing me at Ken.Dropko@gov.ab.ca. We review each request on a case by case basis.

9. The 2016 letters of agreements will reflect the new provincial funding as a total and will require participating programs to provide the 20% of municipal funding.

I have attached a Q & A with additional information. Should you have further questions, please contact our office.

Ken Dropko
Executive Director
Family and Community
Support Services Branch
Alberta Human Services
(780) 644-2485
ken.dropko@gov.ab.ca

10th Floor, Sterling Place
9940 - 106th Street
Edmonton, AB T5K 2N2

Alberta
Government

ITEM 11.2

Town of Vulcan

Request for Decision (RFD)

Town of Vulcan Letterhead

Meeting:	Regular Council
Meeting Date:	**September 14, 2015**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

The current supply of the Town of Vulcan letter head is nearly depleted.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached are two examples, one is the current letterhead the Town is using and a new version using the logo provided with the Branding Report. The new logo has been approved by CBS.

COSTS / SOURCE OF FUNDING (if applicable):

The cost for the letterhead will be 10 cents per sheet regardless of which design is chosen.

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves the use of

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

Town of Vulcan

321 -2nd Street South - Box 360 - Vulcan, Alberta T0L 2B0 - Phone: 403-485-2417 - Fax: 403-485-2914
E-mail: admin@townofvulcan.ca - Website: townofvulcan.ca

Town of Vulcan

321 - 2nd Street South • Box 360 • Vulcan, Alberta T0L 2B0 • Phone: 403-485-2417 • Fax: 403-485-2914
E-mail: admin@townofvulcan.ca • Website: townofvulcan.ca

ITEM 11.3

Town of Vulcan

Request for Decision (RFD)

Sale of Vehicles within Town Limits

Meeting:	Regular Council
Meeting Date:	**September 14, 2015**
Originated By:	Rick Howard

BACKGROUND / PROPOSAL:

Administration was asked to bring forward the sale of vehicles within Town limits.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Administration will provide a verbal report regarding this concern.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT

Initials show support -Reviewed by: _____ _____

Director: **CAO**

ITEM 11.4

Town of Vulcan

Request for Decision (RFD)

Allocation of Funds for Capital Works Project

Meeting:	Regular Council
Meeting Date:	**September 14, 2015**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Council approved the 2015 capital works project at the August 24, 2015 Regular Council Meeting. BSEI has been given direction to award the tender and prepare construction contracts. Council must now allocate funding to this project.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The approved local improvement plans provides for $154,800.00 to be allocated from Municipal Sustainability Initiative (MSI) funding. The remaining $100,000.00 is to be provided by borrowing or capital reserve funding.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT

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

11c4

ADMINISTRATOR'S REPORT

TO: **TOWN COUNCIL**

FROM: **Kim Fath, CAO**

DATE: **September 9th, 2015**

Background

At the August 24th Regular Council meeting council approved the 2015 capital works project. BSEI has been given direction to award the tender and prepare the construction contracts. Council must now allocate funding to this project.

Discussion

The approved local improvement plans provides for $154,800.00 to be allocated from Municipal Sustainability Initiative (MSI) funding. The remaining $100,000.00 is to be provided by borrowing or capital reserve funding.

Council is asked to consider funding the remaining portion of the local improvements through the Streets Capital Reserve. The current balance of this reserve is $100,000.00. By funding this project through the current reserve, the Town would save approximately $39,000.00 in interest through the 25 year term of the borrowing.

All the funds collected under the local improvement Tax will be allocated back to the Streets Capital Reserve. It will take 25 years to replenish the current reserve. The following shows the current cost of borrowing $100,000.00 through Alberta Capital Finance Authority (ACFA).

$100,000.00	Annual Payment	Cost of Borrowing
5 year term	$20,617.24	$ 3,068.20
10 year term	$10,959.60	$ 9,596.00
15 year term	$ 7,892.48	$18,387.20
20 year term	$ 6,421.78	$28,435.60
25 year term	$ 5,566.42	$39,160.50

Local improvement tax collected per year:

Ally	$2,119.47 (25 years)
3rd Ave	$2,308.32 (25 years)
1st Street	$1,324.70 (15 years)
Total	$5,752.49 per year (first 15 years) $4,427.79 per year (last 10 years)

Respectfully Submitted,

Kim Fath
Chief Administrative Officer

ITEM 11.5

Town of Vulcan

Request for Decision (RFD)

FCSS Lease Agreement

Meeting:	Regular Council
Meeting Date:	**September 14, 2015**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

The FCSS has started to schedule renovation work on the old fire hall. Currently there is no lease agreement between the Town of Vulcan and FCSS for the use of the old fire hall.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Administration is asking for Council's input on the specifics of this agreement.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT

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

ITEM 11.6

Town of Vulcan

Request for Decision (RFD)

Wheelchair Accessible Sidewalks

Meeting:	Regular Council
Meeting Date:	**September 14, 2015**
Originated By:	Tom Grant

BACKGROUND / PROPOSAL:

Council has received pubic requests to have all sidewalks within the Town of Vulcan wheelchair accessible.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

In an effort to increase the number and frequency in which the ramps can be installed council is asked to consider increasing the operation budget for sidewalk repairs. By designating a set amount of funding specifically for this purpose it would ensure that a minimum number of ramps could be installed every year.

COSTS / SOURCE OF FUNDING (if applicable):

The maximum cost to replace a large rounded corner including curb and gutter is estimated at $2000.00. The cost to replace a single flag of sidewalk on a corner would be considerably less, approximately $500.00.

RECOMMENDED ACTION:

Moved by Councillor _____ THAT council directs administration to include $_____ in the annual operational budget for the purpose of constructing wheelchair accessible ramps within the existing sidewalk system.

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

ITEM 11.7

Town of Vulcan

Request for Decision (RFD)

Community L.E.D. Sign

Meeting:	Regular Council
Meeting Date:	**September 14, 2015**
Originated By:	Bonnie Ellis

BACKGROUND / PROPOSAL:

The Vulcan and District Recreation Committee and the Solar Park Project are working in conjunction to get a community sign in Vulcan.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The placement of the sign will be on the corner of 2nd Street South and 1st Avenue South. The placement of the sign will be in the new Solar Park. The sign will be an "L" shape with one sign facing 2nd Street South and one facing along 1st Avenue South to get maximum exposure.

COSTS / SOURCE OF FUNDING (if applicable):

The cost of the sign will be $25,000.00 with the Vulcan and District Recreation Committee contributing $15,000.00 and the Solar Park Project committing $10,000.00.

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves the placement of a Community L.E.D. sign in the Solar Park.

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

MEMO

To: **Town of Vulcan Council**

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

Re: **Community L.E.D. Sign**

Date: **September 8, 2015**

Dear Council,

The Vulcan and District Recreation Committee and the Solar Park Project working together to get a community sign in Vulcan.

The cost of the sign will be $25, 0000.00 with the Vulcan and District Recreation Committee contributing $15 000.00 and the Solar Park Project committing $10 000.00

The placement of this sign will be on the corner of 2nd Street South and 1st Ave South. This project will be in the new solar park. The sign will be an "L" shape with one sign facing 2nd Street South and one facing along 1Ave South to get maximum exposure.

I have been talking with Nancy Neufeld and Stew Birch to ensure that the requirements and placement of this sign be in line with the town bylaws.

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

Respectfully Submitted,

Bonnie Ellis
Director of Recreation and Community Services
Town of Vulcan

ITEM 11.8

Town of Vulcan

Request for Decision (RFD)

Upgrades to Skateboard Park

Meeting:	Regular Council
Meeting Date:	**September 14, 2015**
Originated By:	Bonnie Ellis

BACKGROUND / PROPOSAL:

The Vulcan and District Recreation Committee are moving forward with the updates to the Vulcan Kinsmen Skateboard Park.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Newline Skateboard Parks has been hired to update the structures to concrete. Construction will begin immediately and completion by the end of November weather permitting is hopeful.

The project will use the same space as what is already there with a small addition to the berm closest to 1st Avenue North as per the attached diagrams.

COSTS / SOURCE OF FUNDING (if applicable):

The funds for this project are secure and are listed below.

Skateboard Park reserve	$30,000.00
Community Initiatives Program	$40,000.00
Vulcan County Recreation Reserve	$20,000.00

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves the upgrades to the Vulcan Kinsmen Skate Board Park based on the Vulcan and District Recreation Committee's recommendation.

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

11.8

MEMO

To: **Town of Vulcan Council**

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

Re: **Upgrades to Skateboard Park; for information purposes.**

Date: **September 8, 2015**

Dear Council,

The Vulcan and District Recreation Committee is in agreement that it is time to move forward with the updates to the Vulcan Kinsmen Skateboard Park. Newline Skateboard Parks has been hired to update the structures to concrete thus giving us many years of maintenance free use of the facility. Construction will begin immediately and hopeful completion by end of November weather permitting.

The funds for this project are secure, $30,000 from the Skateboard Park reserve, $40,000 from the Community Initiatives Program and $20,000 from the Vulcan County Recreation Reserve bring out total cost to 90,000 for this project.

The project will use the same space as what is already there with a small addition to the berm closest to 1st Ave North as per the attached diagram.

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

Respectfully Submitted,

Bonnie Ellis
Director of Recreation and Community Services
Town of Vulcan

LEGEND

	EXISTING CONCRETE SKATEPARK SLAB

NEW LINE SKATEPARKS Inc.
BUILDING SKATEBOARDING
Suite 101 - 5249 206th Street P 604.530.1114
Langley, British Columbia F 604.533.1119
V2Y-1N7 info@newlineskateparks.com

REVISION NO. 1

DRAWING SEAL LOCATION

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No.	Description	Date
1	Issue for Review	30 JUN 2015

REVISIONS-DRAWING ISSUE

CONTRACTOR SHALL CHECK ALL DIMENSIONS ON THE WORK AND REPORT ANY DISCREPANCY TO THE CONSULTANT BEFORE PROCEEDING. ALL DRAWINGS AND SPECIFICATIONS ARE THE EXCLUSIVE PROPERTY OF THE OWNER AND MUST BE RETURNED AT THE COMPLETION OF THE WORK.

DRAWING TITLE: SITE PLAN

PROJECT:
Vulcan Skatepark

LOCATION:
Vulcan, AB

PROJECT NO. SK2012-22

DRAWN ML	
CHECKED RE	CONCEPT BASE.DWG
APPROVED TM	PREVIOUS ISSUE DATE —
SCALE NTS	ISSUE DATE 30 JUN 15

DRAWING NO. SK-001

NEW LINE SKATEPARKS Inc.
BUILDING SKATEBOARDING
Suite 101 - 8243 204th Street P 604.530.1114
Langley, British Columbia P 604.533.1115
V2Y-1N7 info@newlineskateparks.com

REVISION NO. 1

DRAWING SEAL LOCATION

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No.	Description	Date
1	Issue for Review	30 JUN 2015

REVISIONS-DRAWING ISSUE

CONTRACTOR SHALL CHECK ALL DIMENSIONS ON THE WORK AND REPORT ANY DISCREPANCY TO THE CONSULTANT BEFORE PROCEEDING. ALL DRAWINGS AND SPECIFICATIONS ARE THE EXCLUSIVE PROPERTY OF THE OWNER AND MUST BE RETURNED AT THE COMPLETION OF THE WORK.

DRAWING TITLE: PRELIMINARY CONCEPT DIRECTION

PROJECT:
Vulcan Skatepark

LOCATION:
Vulcan, AB

PROJECT NO. SK2012-22

DRAWN: ML	
CHECKED: RE	CONCEPT BASE.DWG
APPROVED: TM	PREVIOUS ISSUE DATE: —
SCALE: NTS	ISSUE DATE: 30 JUN 15

DRAWING NO. SK-002

1 **SECTION 1**
SCALE: 1/8" = 1'

2 **SECTION 2**
SCALE: 1/8" = 1'

3 **SECTION 3**
SCALE: 1/8" = 1'

4 **SECTION 4**
SCALE: 1/8" = 1'

6 **SECTION 6**
SCALE: 1/8" = 1'

7 **SECTION 7**
SCALE: 1/8" = 1'

5 **SECTION 5**
SCALE: 1/8" = 1'

NEW LINE SKATEPARKS Inc.
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Suite 101 - 6244 207th Street P 604.530.1114
Langley, British Columbia F 604.533.1119
V2Y-1H7 info@newlineskateparks.com

REVISION NO. 1

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No.	Description	Date
1	Issue for Review	30 JUN 2015

REVISIONS-DRAWING ISSUE

CONTRACTOR SHALL CHECK ALL DIMENSIONS ON THE WORK AND REPORT ANY DISCREPANCY TO THE CONSULTANT BEFORE PROCEEDING. ALL DRAWINGS AND SPECIFICATIONS ARE THE EXCLUSIVE PROPERTY OF THE OWNER AND MUST BE RETURNED AT THE COMPLETION OF THE WORK.

DRAWING TITLE
PRELIMINARY CONCEPT DIRECTION

PROJECT:
Vulcan Skatepark

LOCATION:
Vulcan, AB

PROJECT NO. SK2012-22

DRAWN ML	
CHECKED RE	CONCEPT BASE.DWG
APPROVED TM	PREVIOUS ISSUE DATE —
SCALE As Noted	ISSUE DATE 30 JUN 15

DRAWING NO. SK-003

ITEM 13.1

Town of Vulcan

Request for Decision (RFD)

Management Reports

Meeting:	Regular Council
Meeting Date:	**September 14, 2015**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Management is to produce a report each month.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached are the following reports:

(A) Chief Administrative Officer – Kim Fath

(B) Development Officer – Nancy Neufeld

(C) Public Foreman – Stew Birch

(D) Director of Recreation and Community Services – Bonnie Ellis

(E) Community Peace Officer – Loreli Hornby

(F) Fire Chief – Aaron Grant

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT this Council receives for information the management reports for the period ending September 14, 2015.

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

ADMINISTRATOR'S REPORT

TO: **TOWN COUNCIL**

FROM: **Kim Fath, CAO**

DATE: **September 10th, 2015**

2015 Capital Works Project

Tenders have been opened and work has been awarded. BSEI is currently working on the construction documents and work schedules. The construction should take place late September or early October.

Licensed Drainage Ditch

On August 27th I met with Jason Cayford with Alberta Environment. We toured the drainage ditch and discussed the amendments that would be needed to bring the ditch into compliance. Jason has agreed to contact CPR and request any drawings for the siding that was constructed in the 80's. The Town will secure permission to divert water on private property for the purpose of filling a dugout. I have drafted the letter and the land owner has agreed to sign. We completed the work suggested by Alberta Environment and the dich was inspected by the department. We are now waiting on the letter stating that Environment is satisfied that the ditch is in compliance.

ADMINISTRATOR'S REPORT

Seniors Housing

On August 20th Phil from Westcastle Developments provided a 120 non-compete and confidentiality agreement. With councils approval this agreement was executed and Westcastle will be moving forward with their Market research. In a meeting September 8th, Westcastle indicated that they will be starting the geographical testing on the proposed site as soon as possible.

Health Care Funding

I have been working with the County to develop draft agreements dealing with the funding request made by the Health and Wellness Foundation. The agreements have been drafted and will be presented to the councils jointly at the meeting October 1st and then discussed individually at the regular council meetings following.

Meetings of Interest

Seniors Housing – Developer Meeting - August 20th & September 8th.
County CAO's Meeting – Shared Services – August 18th.
Licensed Drainage Ditch – Jason Cayford Alberta Environment – August 27th.
Joint Committee Meeting - Communication - September 2nd.

MANAGEMENT ACTIVITIES REPORT

Attached is the management activities report for the period of June, 8th to August 24th, 2015.

Kim Fath
Chief Administrative Officer

Managemen tivity Report

#	Subject	Meeting	Date	Motion No.	Action	By	Completion Date
100	Reimbursement Request	RC	13-Jul-15	15.215	Send letter to Alvin & Marlene Larchite and cc Finance Officer	KR/KF	21-Jul-15
101	Local Improvement Plans	RC	13-Jul-15	15.216	Bring back bylaw to next council meeting without sidewalk being included in bylaw	KR/KF	20-Jul-15
102	Vulcan Library Board Resignation	RC	13-Jul-15	N/A	Send letter Mr. Harvey Bergen thanking him for his service cc: Jen Forhmzway	KR/KF	15-Jul-15
103	Vulcan & District Historical Society - Maintenance Request	RC	13-Jul-15	15.228	Send letter approving arrangement with public works department cc: Stew Birch	KR.KF	15-Jul-15
104	Seniors Housing	RC	13-Jul-15	15.231	Send letter to Westcastle Developments that Administration to negotiate and assist Westcastle Developments cc: Nancy Neufeld	KR/KF	15-Jul-15
105	Vulcan Seed Cleaning Plant Sale of Land	RC	13-Jul-15	15.235	Send letter to Seed Cleaning Plant approving sale of right of way property cc: Nancy Neufeld	KR/KF	15-Jul-15
106	Bylaw No. 1443-15 - Local Improvement - 3 Ave North	RC	27-Jul-15	15.244 15.247	Give copy of signed bylaw to Teresa for Local Improvement Bylaws	KR	6-Aug-15
107	Bylaw No. 1444-15 - Borrowing Bylaw	RC	27-Jul-15	15.248 15.251	Copy of signed bylaw given to Alberta Treasury Branch	KR	6-Aug-15
108	Bylaw No. 1341-06 Community Standards Bylaw	RC	27-Jul-15	15.256	Administration to amend Bylaw and be added to August 10 agenda for consideration	KR.KF	28-Jul-15
109	360 Fitness - Walk/Run Judgement Kills	RC	27-Jul-15	15.257	Send letter of approval for walk/run cc: Stew Public Works	KR/KF	28-Jul-15
110	Review of Recreation Master Plan	RC	27-Jul-15	15.258	Send letter of approving Committee of Whole Meeting on August 6, 2015 to Recreation Department Contact Vulcan County about attendance	KR/KF	28-Jul-15
111	Little Free Libraries	RC	27-Jul-15	15.259	Send letter approving placement of little free libraries with Public Works and Recreation Dept to be consulted about placement of boxes	KR/KF	28-Jul-15
112	Vulcan & District Tourism Society Member at Large Rep	RC	27-Jul-15	15.261	Send letter of approval for appointment of Member at Large Representative cc: Vera-Lynn Beal	KR/KF	28-Jul-15
113	vTV Request for Street Closure	RC	27-Jul-15	15.262	Send letter approving street closure and notice that all business affected must be notified cc: Stew Public Works Send notice of Street Closure to Vulcan Advocate	KR/KF	28-Jul-15 4-Sep-15

BY: KF/Kim Fath NN/Nancy Nuefeld SB/Stew Birch BE/Bonnie Ellis JMcC/ Janice McCallum/Campbell KR/Karen Rose LH/Loreli Hornby

#	Subject	Meeting	Date	Motion No.	Action	By	Completion Date
114	Recycling of Cellular Phones	RC	10-Aug-15	15.269	Send copy of letter to Lallmann Computers, D N D Computers, Recycling and Recovery Assets regarding recycling of cellular phones	KR	12-Aug-15
115	Bylaw No. 1447-15 Amendment to Land Use Bylaw 1437-15	RC	10-Aug-15	15.275	Send public hearing notice to Vulcan Advocate for August 19 & 26	KR/NN	13-Aug-15
116	Request for Memorial for Marian Fisher	RC	10-Aug-15	15.276	Send letter to Communities in Bloom approving request for memorial plot for Marian Fisher cc: Public Works Department	KR/KF	12-Aug-15
117	Community Futures Highwood Articles of Association	RC	10-Aug-15	15.278	Send letter to John Lockhart approving signing authority by Councillor Rick Howard for Articles of Association	KR/KF	12-Aug-15
118	360 Run Request for Change of Date	RC	24-Aug-15	15.282	Send Copy of Resolution to Bonnie Ellis, Recreation Director approving change of date cc: Stew Birch Public Works	KF/BE	25-Aug-15
119	Rolls and Responsibilities Workshop	RC	24-Aug-15	15.287	Notify Carmangay of attendees at Rolls and Responsibilities Workshop	KR	
120	Joint Meeting with Vulcana County to Review Budget Funding	RC	24-Aug-15	15288.	Arrange Meeting date with Vulcan County to review budget funding	KF	2-Sep-15
121	2015 Capital Works Tender Approval	RC	24-Aug-15	15.291	Direct BSEI to proceed with Notice of Award and prepare contract documents for 2015 Capital Works program	KR/KF	31-Aug-15
122	AHS Mapping Release of Information	RC	24-Aug-15	292	Administration to sign agreement allowing AHS to enter into data sharing agreement with FRESC and return to FRESC	KR/KF	25-Aug-15
123	County Partnership	RC	24-Aug-15	294	CAO and Mayor execute agreement conditional to approval of the Director of Emergency Management/Safety Coordinator	KF/TG	31-Aug-15
124	County Partnership	RC	24-Aug-15	295	CAO and Mayor execute agreement conditional to approval of the IT Web Support Agreement	KF/TG	31-Aug-15

BY: KF/Kim Fath NN/Nancy Nuefeld SB/Stew Birch BE/Bonnie Ellis JMcC/ Janice McCallum/Campbell KR/Karen Rose LH/Loreli Hornby

KF

Managemen tivity Report

#	Subject	Meeting	Date	Motion No.	Action	By	Completion Date
80	Vulcan County Cruisers	RC	8-Jun-15	15.182	Send letter approving street closure to County Cruisers; send at to Advocate to place in July 8 & 15 edition Send letter to Rodeo Association notifying approval for use of arena	KR/KF	11-Jun-15 9-Jun-15
81	Bylaw No. 1262 - Schedule A Amendment	RC	8-Jun-15	15.183	Send letter to Vulcan East Water Co-op advising of rate increase	KR/KF	11-Jun-15
82	VBIT - Decorative Crosswalk Request	RC	8-Jun-15	15.184	Send letter to Colleen Carey approving the painting of decorative crosswalks cc: Stew Birch	KR.KF	11-Jun-15
83	Fireworks Bylaw	RC	8-Jun-15	15.185	Send Councils recommendations to Development Officer	KR.KF	11-Jun-15
84	Request for Solar Lights on Town Tree	RC	8-Jun-15	15.186	Send letter to Charntelle approving use of solar lights in tree cc: Stew Birch, Public Works and Nancy Neufeld Development Officer	KR/KF	11-Jun-15
85	Kin Kids Soap Box Derby	RC	8-Jun-15	15.187	Send letter approving street closure for Kin Kids Soap Box Derby cc: Stew Birch Public Works	KR/KF	11-Jun-15
86	Life Med Pharmacy Request for Handicapped Parking Stall	RC	8-Jun-15	15.188	Send letter to Med Life Pharmacy approving marked handicapped stall cc: Stew Birch about installation of handicapped stall and deletion of handicapped stall at Bell Tower	KR/KF	11-Jun-15
87	Application for Canada's 150 Infrastructure Grant	RC	8-Jun-15	15.189	Send letter to Bonnie Ellis approving request to apply for grant	KR/KF	11-Jun-15
88	Proposal of Social Media for Vulcan Fire Department	RC	8-Jun-15	15.190	Send letter to Fire Department approving request to develop a facebook page	KR/KF	11-Jun-15
89	vTV Television Network Request	RC	8-Jun-15	15.191	Send letter to vTV approving purchase of 1/2 share contingent on the County purchasing other half cc: Janice about funds coming from Contigency Reserve; Letter to Vulcan County about purchase of 1/2 share	KR/KF	11-Jun-15
90	Solar Park	RC	8-Jun-15	15.195	Send letter to County to form agreement to use power from solar park for the Nine in a Line Building	KR/KF	10-Jun-15
91	Marlene & Alvin Lacharite - Reimburesement Request	RC	22-Jun-15		Add request for Reimbursement for the trimming of trees on boulevard to July 13 agenda	KR	23-Jun-15
92	vTV Equity Share Purchase	RC	22-Jun-15	15.199	Send letter seeking ministerial approval to purchase a 1/2 equity share in vTV	KR/KF	10-Jul-15
93	Picture Butte Parade Invitation	RC	22-Jun-15	15.202	Forward letter to Kaeth Brooks about Inivitation to attend Picture Butte Jamboree Parade	KR/KF	25-Jun-15
94	Vulcan Golf Course Town of Vulcan Representatives Voting Privilege	RC	22-Jun-15	15.204	Send letter to Vulcan Course Requesting voting privileges for Town of Vulcan Committee representatives	KR/KF	9-Jun-15
95	SAEWA Collaborative Governance Framework	RC	22-Jun-15	15.206	Send signed copy of agreement back to Brownlee	KR/KF	25-Jun-15
96	Regional Collaboration Program Time Extension	RC	22-Jun-15	15.207	Send signed copy of ageement back to Alberta Municipal Affairs cc: Bonnie Ellis	KR/KF	25-Jun-15
97	AUMA Annual Conference Room Bookings	RC	22-Jun-15	15.208	Book rooms for Council and CAO for AUMA Conference Annual Meeting September 23-25/15	KR	29-Jun-15
98	Community Futures Highwood Appointment of Town Representative	RC	22-Jun-15	15.209	Send letter designating Rick Howard to vote at the Community Futures Highwood AGM	KR/KF	25-Jun-15
99	Policy PL-1 Land Development Incentive Policy Show Homes	RC	22-Jun-15	15.210	Notify Development Office Policy PL-1 was passed by Council	KR	29-Jun-15

BY: KF/Kim Fath NN/Nancy Nuefeld SB/Stew Birch BE/Bonnie Ellis JMcC/ Janice McCallum/Campbell KR/Karen Rose LH/Loreli Hornby

KF

MEMO

TO: Town Council
FROM: Nancy Neufeld, Development Officer
DATE: September 1, 2015

****See attached report re building permits issued, development permits issued, occupancies granted & new business licenses issued in August, 2015.**

FCSS Reno

Work has been scheduled by FCSS to begin the renovation of the old fire hall. There has not been indication from FCSS that a contractor has been officially hired to oversee the renovation. Attached is FCSS drawing in regards to finishing the front of the building. We have also been provided with the specs on the furnace. There has been no indication from FCSS as to a timeline for the renovation.

What are Council's expectations in regards to what is presented to Council for approval in regards to the renovation from this point forward?

BSEI

BSEI had been asked to report on the following and these reports will be available shortly:

- Review of CCC's for Whispering Greens Phase 3
- Grading between south side of Fairways and golf course
- Whispering Willows drainage

Fireworks Bylaw

Waiting for comments from Fire Chief and Peace Officer.

Seniors Housing

Developer was in Town on Sept 7 with their engineers and geo-tech for soil samples and testing on the property. The developer has indicated that there will be a website up and running shortly.

BUILDING PERMITS ISSUED AUGUST 2015

DATE	PERMIT #	DEV PERMIT	OWNER'S NAME	CONTRACTOR	JOB DESCRIPTION	JOB VALUE	CIVIC ADDRESS
Aug 19/15	TVC B0015 15MU	D15.21	Dean Dixon	Owner	Moved in Pre-occupied Bldg	R-$150,000	325-1 St N
Aug 19/15	TVC B0016 15MU	D15.26	Robert Dumka	D&M Construction	Industrial Bldg	I-$40,000	112-4 Street N

DEVELOPMENT PERMITS ISSUED/APPLIED FOR AUGUST 2015

DATE	PERMIT #	OWNERS/APPLICANT NAME	JOB DESCRIPTION	ZONE	CIVIC ADDRESS	APPROVED	MPC MOTION #	Approval
Aug 26/15	D15.27	Ken Zimmer	Shipping Container	C-1	107-2nd Street South	Pending MPC Sept 15/15		Pending
Aug 26/15	D15.28	Jeffrey Bell	Home Occ I	R-1	107-5th Avenue South	August 26/15	N/A	Approved
Aug 26/15	D15.29	McCann's Property Ltd.	Moved In Previously Occupied Bldg	R-1	118/120-2nd Street N	Pending MPC Sept 15/15		Pending

OCCUPANCY PERMITS ISSUED AUGUST 2015 - NIL

NEW BUSINESS LICENSES ISSUED AUGUST 2015

DATE	LICE #	COMPANY NAME	TYPE OF BUSINESS	VULCAN CIVIC ADDRESS
Aug 1/15	927	Landsun Electric	Electrician	
Aug 14/15	928	Tycas Energy Ltd.	Electrician	

Outside Food Bank Reno
@ Fire hall

Town of Vulcan
Public Works
Month End Report

Month of: August 2015

Facilities:

- Startech is booked for September 4th to do startup of ice plant. Arena scheduled to open September 23rd
- The Olympia ice refinisher is at big hills service getting necessary repairs. Will have machine back in time for startup at arena
- Swimming pool is scheduled to close on August 31st. Our plan is not to drain pool right away so we can see at what level we stop losing water .We have identified another possible leak in the line which I hope to be able to get repaired this fall.
- Dallas Clark was to be in the first two weeks of August to work on air conditioning at library with harvest coming early this year the work is to be done at a later date which is still to be determined
- In August we had a leak from the roof which ran into the janitor's room. The suspected source of the leak has been repaired and seems to ok now

Streets:

- Did monthly checks on street lights
- Pothole patching was done in August
- Removed and replaced 307 feet of sidewalk -
- Working on pricing to replace wooden street lights on east side of the tracks

Water & Sewer:

- Working with BSEI on repair of flow meter at lagoons.
- Alberta Environment enforcement was here on the 28th to inspect the work done under their direction on the north drainage ditch. They were happy with the work that was conducted and will be drafting a letter to the Town saying that we have conducted and maintained to the level that they had directed us to conduct and that we are in compliance.

- On the 25th we had a report of water entering a basement at 202 2nd street south. Upon investigation we found the leak to be on the service line on their property. There should be no insurance claims coming to the town over this incident
- Repairs done to two water services

Water Plant (contracted)

- Had a couple of repair issues that are being addressed

Parks:

- Public works assisted with preparing the rodeo arena for the Sid Hartung memorial rodeo
- With the rain we had during the rodeo weekend there was some damage done to the grounds and surrounding area (not the first time) the damage that was done was mostly caused by the lack of area for parking of trailers and area for contestants to be able to prepare. The damage on the soccer field between the horses and a helpful person ripping it up with his vehicle the previous week we should be able to run a roller over the grounds to fix this issue. I am looking into purchasing a decent roller it is my thought that all our parks could and green spaces could use it.
- I have discussed with Bonnie Ellis that this year organizers of the events in town have not been requesting help of the town by using the request forms (some have to a point) that should be going through for approval leading up to the event this year seemed to be a lot of last minute extras needing to be done by town staff making it hard to schedule around. I think we need to make sure that the request forms are being used the way they were intended to be maybe a letter to the clubs doing these events would help for next year
- Had another main line break on the irrigation at the ball diamond this one did not affect the use of the ball diamonds
- Mowing and weed whipping is being continually done
- There is work to be done on the solar park we are waiting for structures and electrical installation we have done ground prep work and trenching for electrical as of the end of August we have done all we can until more is done by the contractors

Cemetery:

- Had one grave opening and closing (town staff assisted acting as poll bearers for funeral)

Equipment

- No major equipment issues that have not been already reported

Personnel:

- Summer students last day of work was August 28th

Other:

Stewart Birch Town Foreman

Department of Recreation Director's Report August 2015

Item	Status	Information
Recreation Strategic Plan	ongoing	RC Strategies completed the final draft of the recreation study. RC Strategies will be coming to share the results of the study Aug 6th at 11am
150 Grant	ongoing	Our application is in the review stage.
Community Sign	ongoing	Talking to the installation guys regarding the shape of the sign.
Summer Youth Programming	ongoing	Summer programs are well attended.
Pool	Ongoing	Had an in-service with staff and demonstrated scenarios of getting injured people out of the pool. We also talked about best practices of lifeguards and the standard which they will be held to.
Adult	June – Aug	Volleyball has been moved to Thursday nights to see if we will have more attendance.
Adult Slo Pitch	Ending July	We have 6 team in the finals happening July 22 and 23.
Recreation Pool	Ongoing	Russ Tanner will help facilitate a meeting with the community in Aug regarding what they see for a new pool.
Family Movie Night	Ongoing	This is a new program we will be holding movie nights in Aug for the family at the crc. Some are matinees and others will be evening movies.
Community Storage	Just starting	We have a need for community storage. Bonnie will be talking to the community groups and see what their needs are and if they are willing to partner in costs.
Summer Games	Completed	We have 39 athletes this year. We won 19 medals. Please view the town website for who won what. This is our best year so far for medaling.
Memorial Benches and Trees	Ongoing	I have created policy which Kim and I are going over to refine regarding memorial benches and trees. We need policy which will determine where and what is needed in our parks and recreation areas.

PEACE OFFICER PROGRAM Managers Report – August 2015

- From August 1 – August 31, 2015 Eight (8) files were created and two (2) existing file worked on. Of those files, one (1) was animal control, four (4) were bylaws regarding properties and two (2) were parking. One (1) provincial ticket was written.
- Three (3) court cases attended
- Back to School Campaign on Facebook page
- Contacted Southwest Alberta Road Safety Society (SARSS) regarding upcoming school programs
- Worked Sid Hartung Rodeo weekend
- Focus on Everbridge training and meetings
- Taking online courses for Emergency Management Certificate

Plans for September

- Monthly column
- Continue Facebook posts toward returning students to school
- Planning programs for upcoming school year
- Continue Yard/alley checks, issue notices/make calls/send letters
- Attend P.A.R.T.Y. Program with Gr. 9 students
- Hard focus on School and Playground zones for back to school
- Continue Online Courses for Emergency Management Certificate
- Work on setting up Everbridge's Safer Communities Alert Network (SCAN)
- Work on files from summer to insure all are in Report Exec, all info and pictures have been entered and completed

Vulcan Fire Department
Office of the Fire Chief

Sept 8, 2015

Management Report

To the end of August 2015, Vulcan Fire Department has responded to the following:

Call Type	2014		2015	
	Town	Rural	Town	Rural
Fire Response	2	6		4
Grassland		3		2
Rescue		1		3
Hazmat				
Gas Leaks				
MVC	1	22	1	15
Mutual Aid		14		10
Medical Assist	20	6	22	6
First Response	14	1	8	1
Service Call	1			
False Alarm	5	2	6	
Total Calls	43	55	49	41

First Response = No Ems from Vulcan

Total Calls to the end of July 2015– 90

Total Calls to the end of July 2014- 98

General Operations

- We have members on call during the long weekends continuing until September long weekend. Our Engine 18-3 (old town truck) has passed its usable ULC rating. I will be approaching council in the next few months with my thoughts on a replacement vehicle and potential costs.
- The Vulcan County has hired Stuart Larson as Director of Protectives Services. Vulcan County is now looking for a Deputy Chief, Interviews to be held this week.

Vulcan Fire Department
Office of the Fire Chief

Membership/Recruitment

- Our membership is now at 18 members and 2 junior members. We have one new person that is in trial phase of become a member. We are actively recruiting members for the Fire Dept.

Training

- 9 members that have been working on their NFPA 1001 Level 2 will do practical and written testing September 15th and September 22nd.
- We are putting an Advanced Pump Course(Old Pump "B") Oct 24th,25th, 31st, and Nov 1, 2015
- Oct 3rd, 4th, are scheduled for First aid.
- We are hoping to send some members to a Q endorsement course with the County and possible a refresher for those who feel they need it.
- CPR recertification will be coming in November for most members; others will be in the spring.
- I am hoping to put on an ICS 100 and ICS 200 this fall/winter.
- Also weather pending I would like to get an ice rescue course this year

Fire Prevention/Public Relations

- Capt. Taylor Anderson has been working on social media plans; we now have approval to launch the Vulcan Fire Department Facebook page, just in time for Fire Prevention Week. This will allow us to use social media to assist in Fire Prevention and Recruitment
- We did a breakfast for the Sid Hartung Rodeo, in which made a few donations that we are very grateful for.
- We are assisting the Vulcan Fall Fair with tent set up at the CRC(weather pending) on September 26, 2015

Respectfully,

Aaron Grant,
Fire Chief, EMT-A
Vulcan Fire Department
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