AGENDA FOR THE REGULAR MEETING OF COUNCIL
TO BE HELD IN THE TOWN OF VULCAN COUNCIL CHAMBERS
ON MONDAY, SEPTEMBER 11, 2017
COMMENCING AT 7:00 PM

PUBLIC HEARING - NIL

CALL TO ORDER -

1.0 Call to Order:

2.0 Public Hearing – NIL

3.0 Delegations

4.0 Adoption of Agenda

5.0 Adoption of Previous Minutes

5.1 Regular Council Meeting Minutes – August 14, 2017

6.0 Unfinished Business

6.1 Community Group Storage Compound

6.2 Pool Upgrade Committee Discussion

6.3 EDF – Enterprise Solar Project

7.0 Financial Statements - NIL

8.0 Correspondence and Information Items

8.1 Correspondence and Information Items

9.0 Committee and Administrative Reports

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

10.0 Bylaws/Policies

10.1 Amend Policy PU-05 – Virginia Mitchell Memorial Park Campground

10.2 Amend Policy PU-06 – Vulcan Municipal Campground (Free Campground 1st Ave S)

11.0 New Business

11.1 Residential Parking Signage on 4th Street South

11.2 Encroachment Agreement – 404 Meadowlark Way

11.3 Vulcan Cemetery Projects

11.4 Arena Boiler Replacement

11.5 Fire Apparatus Purchase Proposal

12.0 Notice of Motion

13.0 Management Reports

13.1 Management Reports – September 11, 2017

14.0 In-Camera

14.1 Proposed Fire Mutual Aid Agreement

15.0 Adjournment

ITEM 5.1

Town of Vulcan

Request for Decision (RFD)

Adoption of Previous Minutes Regular Council Meeting August 14, 2017

Meeting:	Regular Council
Meeting Date:	**September 11, 2017**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

The Minutes of the Regular Meeting of Council, held in the Town of Vulcan Council Chamber on Monday, August 14, 2017 were presented to Council.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

Moved by Councillor _____ THAT the Minutes of the Regular Council Meeting, held in the Town of Vulcan Council Chamber on Monday, August 14, 2017 be approved and read by each member of Council.

Initials show support -Reviewed by: _____ _____

Director: **CAO**

MINUTES OF THE REGULAR MEETING OF COUNCIL HELD IN THE TOWN OF VULCAN COUNCIL CHAMBER ON MONDAY, AUGUST 14th, 2017

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

Mayor Tom Grant thanked Kim Fath, Stew Birch, Dave Stoddard, Teresa Smith and Justin Vallee for their contributions and dedicated service to the Town of Vulcan and community. A Certificate of Appreciation was presented to each staff member on behalf of the Town of Vulcan and Council.

4.0 Adoption of Agenda

Motion No.: 17.300

Moved by Councillor Georgia-Lee DeBolt THAT the agenda governing this meeting be adopted as presented. **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, July 24, 2017 were presented to Council.

Motion No.: 17.301

Moved by Councillor Paul Taylor THAT the Minutes of the Regular Council Meeting, held in the Town of Vulcan Council Chamber on Monday, July 24, 2017 be approved and read by each member of Council as presented. **CARRIED UNANIMOUSLY**

6.0 Unfinished Business

6.1 2017 Election Open House

At the April 24, 2017 Regular Council Meeting Council made motion that Administration arrange for an open house on September 6, 2017 at the Town Office for those persons interested in running in the 2017 Municipal Election.

Motion No.: 17.302

Moved by Councillor Paul Taylor THAT Administration arrange for an Open House to be held on September 6, 2017 at 7:00 pm at the Town of Vulcan Council Chamber to answer questions for residents who are interested in running in the 2017 Municipal Election.
CARRIED UNANIMOUSLY

7.0 Financial Reports

7.1 Cash Statement – Ending July 31, 2017

Motion No.: 17.303

Moved by Councillor Sue Dow THAT the Cash Statement for the period ending July 31, 2017 be received as information. **CARRIED UNANIMOUSLY**

Initials

DRAFT

7.2 Year-to-Date Summary – Ending July 31, 2017

Motion No.: 17.304

Moved by Councillor Paul Taylor THAT the Year-to-Date Summary for the period ending July 31, 2017 be received as information. **CARRIED UNANIMOUSLY**

8.0 Correspondence and Information Items

8.1 The Correspondence and Information Items for the period ending August 14, 2017 was presented to Council to be received for information.

Motion No.: 17.305

Moved by Councillor Rick Howard THAT Council directs Administration respond to the letter received from Alberta Environment and Parks for the 2017 Inspection of Twin Valley Regional Waterworks System. **CARRIED UNANIMOUSLY**

Motion No.: 17.306

Moved by Councillor Georgia-Lee DeBolt THAT the Correspondence and Information Items for the period ending August 14, 2017 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.: 17.307

Moved by Councillor Paul Taylor THAT the minutes and/or verbal reports of Town represented Boards/Committees at the August 14, 2017 Town Council Meeting be received for information.

- Vulcan Library Board Meeting – Minutes – June 21, 2017
- Vulcan & District Tourism Society Board Mtg – Agenda – Minutes – July 11, 2017
- Municipal Planning Commission Meeting – Minutes – July 18, 2017
- Vulcan Recreation Committee Meeting – Minutes – August 3, 2017
- Vulcan & District Tourism Society Board Mtg – Agenda – Minutes – August 1, 2017

Initials

DRAFT

- Community Futures Highwood – Annual Performance Report and 2016-17 Financial Statements (Copies available in the Town Office for viewing)

Verbal Reports:

- Councillor Sue Dow
  - Vulcan Health and Wellness Foundation

- Councillor Georgia-Lee DeBolt
  - Vulcan & District Tourism Society
  - Vulcan & District Recreation Committee
  - Joint Subdivision and Appeal Board

- Mayor Tom Grant
  - Southern Alberta Energy for Waste Association

CARRIED UNANIMOUSLY

10.0 Bylaws/Policies

10.1 Amend Policy C-06 – Lewis/Ware Spock Pavilion (VMMP Shed) and Picnic Tables

Administration is reviewing current policies and is requesting that Council amend Policy C-06 – Lewis/Ware Spock Pavilion (VMMP Shed) and Picnic Tables with changes to the format, wording and the policy number.

Motion No.: 17.308

Moved by Councillor Sue Dow THAT Council adopts Policy C-06 – Lewis/Ware Spock Pavilion (VMMP Shed) and Picnic Tables as amended. **CARRIED UNANIMOUSLY**

10.2 Amend Policy PU-01 – Sidewalk Inspection and Maintenance

Administration is reviewing current policies and is requesting that Council amend Policy PU-01 – Sidewalk Inspection and Maintenance with changes made to the wording and the policy number.

Motion No.: 17.309

Moved by Councillor Paul Taylor THAT Council adopts Policy PU-01 – Sidewalk Inspection and Maintenance as amended. **CARRIED UNANIMOUSLY**

Initials

DRAFT

10.3 Amend Policy PU-03 – Snow Removal and Fencing

Administration is reviewing current policies and is requesting that Council amend Policy PU-03 – Snow Removal and Fencing with changes to the format, wording and policy number.

Motion No.: 17.310

Moved by Councillor Georgia-Lee DeBolt THAT Council adopts Policy PU-03 – Snow Removal and Fencing as amended. **CARRIED UNANIMOUSLY**

10.4 Rescind Policy PU-11 – Snow Fence

Administration requested that Council rescind Policy PU-11 – Snow Fence as it has been included in Policy PU-03 – Snow Removal and Fencing.

Motion No.: 17.311

Moved by Councillor Sue Dow THAT Council rescinds Policy PU-11 – Snow Fence as requested. **CARRIED UNANIMOUSLY**

10.5 Amend Policy PU-04 – Cotton Tree Removal

Administration is reviewing current policies and is requesting that Council amend Policy PU-04 – Cotton Tree Removal with changes to the format and the policy number.

Motion No.: 17.312

Moved by Councillor Paul Taylor THAT Council rescinds Policy PU-04 – Cotton Tree Removal as requested. **CARRIED UNANIMOUSLY**

10.6 Bylaw No. 1464-17 – Municipal Development Plan Amendment

A Committee was formed to update and review the Municipal Development Plan for the Town of Vulcan. The committee has completed the review of the Municipal Development Plan under the guidance from our ORRSC planners.

Council was asked to give first reading to Bylaw No. 1464-17 – Municipal Development Plan Amendment and set a public hearing date for this bylaw.

Initials

DRAFT

Motion No.: 17.313

Moved by Councillor Rick Howard THAT Bylaw No. 1464-17 – Municipal Development Plan Amendment be given first reading. **CARRIED UNANIMOUSLY**

11.0 New Business

11.1 Solar Park Kiosk

On July 31, 2017 the Town received the final invoice from Crafting Bytes for the kiosk in the Solar Park.

The total cost for this entire project came to $33,895.72. EDF Energies donated $30,000.00 towards the development of this Kiosk, which has left the Town with $3,895.72 to be allocated.

Council has funds held in a Capital Reserve for the Vulcan Innovation Project that has been discussed for possible use in the solar park. There is currently a balance of $15,563.00 in this reserve.

Motion No.: 17.314

Moved by Councillor Paul Taylor THAT Council approves the allocation of $3,895.72 to be drawn from the Administration – Vulcan Innovation Project – Capital Reserve for the purpose of applying it to the expenses for the information kiosk at the Vulcan Solar Park.
CARRIED UNANIMOUSLY

11.2 Ad-Hoc Pool Build Committee

A Pool Committee was created to develop a concept for the new pool design with public sessions held to gather ideas and concepts from the community.

A request was brought forward to create an Ad-Hoc Committee to continue with the development of the new pool project.

Motion No.: 17.315

Moved by Councillor Rick Howard THAT Council approves the appointment of an Ad-Hoc Committee to continue with the development of the new pool project.
CARRIED UNANIMOUSLY

Initials

DRAFT

Motion No.: 17.316

Moved by Councillor Sue Dow THAT Council appointed Councillor Georgia-Lee DeBolt to sit on the Ad-Hoc Pool Build Committee. **CARRIED UNANIMOUSLY**

Motion No.: 17.317

Moved by Councillor Paul Taylor THAT Council approves the Pool Design Team Committee to move forward with a request for quotation for the proposed pool project.
CARRIED UNANIMOUSLY

11.3 1st Avenue South Rehabilitation

1st Avenue South from Elizabeth Street to the Town of Vulcan boundaries has deteriorated rapidly and the maintenance costs continue to climb.

Public Works has been discussing with Vulcan County a strategy to rehabilitate this stretch of road. The County has indicated that they would be willing to refurbish the surface of this road at their actual costs. They are anticipating the cost not to exceed $60,000.00 for this repair. The $60,000.00 could be drawn from the Contingency Reserve.

Motion No.: 17.318

Moved by Councillor Rick Howard THAT Council directs Public Works to work with Vulcan County to rehabilitate 1st Avenue South from Elizabeth Street and that the funds will be taken from the Contingency Reserve not to exceed $60,000.00.
CARRIED UNANIMOUSLY

11.4 Twin Valley Regional Water Services Commission

Motion No.: 17.319

Moved by Councillor Sue Dow THAT Council directs Administration to arrange a meeting with the Twin Valley Regional Water Services Commission and that Administration put together the information needed as requested by Council. **CARRIED UNANIMOUSLY**

Initials

12.0 Notice of Motion - NIL

13.0 Management Reports

Motion No.: 17.320

Moved by Councillor Paul Taylor THAT this Council receives for information the management reports for the period ending August 14, 2017. **CARRIED UNANIMOUSLY**

14.0 In-Camera

14.1 Legal – FOIPPA Part 1 Division 2 Section 23(1)b

Motion No.: 17.321

Moved by Councillor Rick Howard THAT Council move in-camera at 8:15 p.m. for the purpose of discussing Vulcan Business Development Society funding agreement as per FOIPPA Part 1 Division 2 Section 23(1)b. **CARRIED UNANIMOUSLY**

Mayor Tom Grant granted a 3 minute recess.

Motion No.: 17.322

Moved by Councillor Georgia-Lee DeBolt THAT Council move out-of-camera at 9:15 p.m.

15.0 Adjournment

The meeting was adjourned by Councillor Rick Howard at 9:15 p.m.

Tom Grant
Mayor

Kim Fath
Chief Administrative Officer

Initials

DRAFT

ITEM 6.1

Town of Vulcan

Request for Decision (RFD)

Community Group Storage Compound

Meeting:	Regular Council
Meeting Date:	**September 11, 2017**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

At the August 22, 2017 Municipal Planning Commission (MPC) meeting the development permit application for a Shipping Container Storage facility for non-profit groups was discussed.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The development permit application was denied by the MPC and made a recommendation that Council look at other options.

Administration is requesting Council's input as to how Council would like to move forward with this project.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT

Initials show support -Reviewed by: _____ _____

Director: **CAO**

ITEM 6.2

Town of Vulcan

Request for Decision (RFD)

Pool Upgrade Committee Discussion

Meeting:	Regular Council
Meeting Date:	**September 11, 2017**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

At the August 14, 2017 Regular Council Meeting Council approved a request to create an Ad-Hoc Committee to continue with the development of the new pool project.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Administration is requesting that Council discuss the necessary members needed on the committee as well as the community groups that would be beneficial to sit on this committee.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT

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

ITEM 6.3

Town of Vulcan

Request for Decision (RFD)

EDF – Enterprise Solar Project

Meeting:	Regular Council
Meeting Date:	**September 11, 2017**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

On July 25 EDF held a community open house in cooperation with the Town of Vulcan to gauge the support of the proposed Enterprise Solar Park that is proposed for the Prairie Vista Estates subdivision.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

David Warner with EDF forwarded the meeting summary report along with an email indicating that they would like to continue to moving forward with this project.

The Development Officer has provided a memo outlining the bylaw amendments that will be needed to accommodate this type of development and the procedure for implementing them.

If Council is agreeable administration will move forward with finalizing the terms of the lease agreement with EDF so that it can be presented to Council for approval.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council directs Administration to request ORRSC to prepare amending documents that would facilitate moving with amending Bylaw 1358-08 and Bylaw 1437-15 to accommodate commercial solar development on the "Prairie Vista Estates" property and that the drafted amending documents be brought forward to the Municipal Planning Commission for review prior to going to Council.

Moved by Councillor _____ THAT Council directs Administration in consultation with EDF to prepare a final draft of the lease agreement for the Prairie Vista Estates property.

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

Town of Vulcan ALBERTA

WHEAT COUNTRY VULCAN

ADMINISTRATION REPORT

TO: **TOWN COUNCIL**

FROM: **Kim Fath, CAO**

DATE: **September 7th, 2017**

Background

On July 25 EDF held a community open house in cooperation with the Town of Vulcan to gauge the support of the proposed Enterprise Solar Project that is proposed for the Prairie Vista Estates subdivision.

Discussion

On August 18th David Warner with EDF forwarded the meeting summery report (attached), along with an email indicating that they would like to continue to moving forward with this project.

The Development Officer has provided a memo outlining the bylaw amendments that will be needed to accommodate this type of development and the procedure for implementing them.

If Council is agreeable administration will move forward with finalizing the terms of the lease agreement with EDF so that it can be presented to council of approval.

Consideration

Council is asked to consider directing ORRSC to prepare the amending documents that would facilitate moving forward with amending Bylaw 1358-08 and Bylaw 1437-15 to accommodate commercial solar development on the "Prairie Vista Estates" property and that the drafted amending documents be brought forward to the Municipal Planning Commission for review prior to going to Council.

Council is also asked to direct administration in consultation with EDF to prepare a final draft of the lease agreement for the Prairie Vista Estates property.

Kim Fath
Chief Administrative Officer

3 of

Kim Fath

From: David Warner <David.Warner@edf-en.ca>
Sent: August-18-17 9:50 PM
To: Kim Fath
Cc: Fabiola Oribe; Kimberli Kenna; Bruce Kolesnik; Susan Jin
Subject: Enterprise Solar - Summary Notes
Attachments: 20170818_Enterprise Solar Proejct_Town of Vulcan Memorandum_.docx

Kim,

Hope this finds you well. Fabiola and Kim have compiled the results of the open house questionnaires. The attached document outlines who came and general feedback received.

Please let us know if you have any questions and we look forward to moving this development forward (with Council's approval of course).

Thanks very much – have a good weekend.

EDF energies nouvelles

David Warner
Development Manager

53 Jarvis Street ste 300
Toronto, ON M5C 2H2

T:416.216.5883
M:647.523.3035
F:416.363.7959

David.Warner@edf-en.ca
www.edf-en.ca

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Avertissement: *Ce courriel et ses pièces jointes en provenance de EDF doivent être considérés comme étant confidentiels et peuvent contenir des renseignements privilégiés et/ou protégés par le secret professionnel qui sont destinés à leurs destinataires uniquement. Si vous n'êtes pas le destinataire envisagé, nous vous*

EDF EN Canada Development Inc.
53 Jarvis Street, Suite 300
Toronto, ON M5C 2H2

Memorandum

To: Town of Vulcan - 321-2nd Street South Vulcan, AB T0L 2B0

From: EDF EN Canada Development Inc.

Subject: Enterprise Solar Project Open House Event

An Open House was held July 25, 2017 from 5:00pm until 8:00pm at the Hall Lodge in Vulcan, Alberta.

There were 42 people in attendance at the event, including 7 representatives from the Town of Vulcan; Mr. Kim Fath/CAO, Mr. Tom Grant/Mayor, Mrs. Nancy Neufeld/Development officer, Mr. Rick Howard/Councillor, Mrs. Sue Dow/Councillor, Mr. Paul Taylor/Councillor, Mrs. Lorna Armstrong/Councillor and in addition, 4 representatives from EDF EN Canada Development Inc.; Mr. Dave Warner/Development Manager, Mr. Bruce Kolesnik/Senior Developer, Mrs. Fabiola Oribe/Associate Project Developer and Ms. Kimberli Kenna/Site & Liaison Administrator.

Questionnaires were completed by 8 people; all of whom were for and interested in solar energy.

Communication from attendees as follows:

In support of:

- Overall project
- Project location
- Revenues going back into the community
- Sheep grazing and honey bees
- Local hiring
- Vegetation in and around the site
- Utilization of north road for community walking path
- Site being fenced off and secure from public
- Town progression
- Community growth; children now and young adults wanting to settle down in Vulcan
-

Requests:

- Row of trees to be planted on outside fence on the north side of the site and maintain green space (50 meters)
- Trees planted vs. berms
- Revenues to be put towards specific town projects; sewage system and hospital

- No sheep grazing
- Access road north of site to be blocked off during construction
- Walking/running path placed on north side of site
- Entrance to the project located on the east side site
- Relocation of community garden

Concerns:

- Noise
- Potential health issues
- Site security
- Glare from panels; specifically, effecting helicopter pilots landing at hospital
- No access road north of site for emergency exit from the community
- Community garden to be relocated
- Dust during construction
- Vegetation under panels

MEMO

TO: **Kim Fath/CAO**
Council

FROM: **Nancy Neufeld/Development Officer**

DATE: **September 5, 2017**

RE: EDF PROPOSAL/PLANNING PROCESS

In order to utilize the "Prairie Vista Estate" land for the EDF Solar Proposal, amendments to both the Area Structure Plan (Bylaw 1358-08) and the Land Use Bylaw (1437-15) would be required.

Proposed amendments would include:

1) Bylaw 1358-08 – Area Structure Amendment

Prairie Vista Estates is currently zoned AT (Agriculture Transitional). An amendment to the ASP is required to introduce the concept of solar development.

2) Bylaw 1437-15 – Land Use Bylaw

The Land Use Bylaw would be amended to provide a definition and development standards for commercial solar as a land use. Two options for Land Use Bylaw changes have been suggested by ORRSC:

i) Designate solar development as a Discretionary Use under Agriculture Transitional. This opens up any area designated as AT to commercial solar development.

ii) Rezone the area to Direct Control. The Direct Control approach will restrict commercial solar development to this particular piece of property.

Option (ii) would be my recommendation.

Council is asked to provide a resolution that directs ORRSC to prepare the amending documents that would facilitate moving forward with the process of amending Bylaw 1358-08 and Bylaw 1437-15 to accommodate commercial solar development on the "Prairie Vista Estates" property and that the drafted amending documents be brought forward to the Municipal Planning Commission for review prior to going to Council.

ITEM 8.1

Town of Vulcan

Request for Decision (RFD)

Correspondence and Information

Meeting:	Regular Council
Meeting Date:	**September 11, 2017**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Attached is the list of Correspondence and Information for the period ending September 11, 2017.

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 11, 2017 be received for information.

Initials show support -Reviewed by: _____ _____

Director: **CAO**

Report on Miscellaneous Correspondence 8.1 (2) - September 11, 2017

A. **Eric McKay**
   Letter of Resignation as President of the Vulcan Hall Society

B. **Sustainability Resources Ltd.**
   Rural Prosperity Initiative

C. **SouthGrow Regional Initiative**
   Bulletin – August 2017

D. **Family and Community Support Services**
   Invitation Letter – Community Action Poverty Simulation (CAPS)

8.1.A

Vulcan Masonic Lodge
Vulcan Lions Club
Vulcan Lionettes
Town of Vulcan
August 23 2017

RECEIVED
SEP - 5 2017

To Whom It May Concern

This letter is to inform you of my resignation as president of the Vulcan Hall Society effective October 17,2017. I will stay on the board for one more year and then effective October 17 2018 I will resign my position on the board. I have been president for over 20 years and its time for some new ideas. The renovations and modernization of the hall has been a true community endeavor. The list of people who have contributed with advise, hands on work and casino help is extensive. I would be remiss if I did not mention that at the very start of the renovations without then Mayor Dave Mitchells not so subtle encouragement the hall project might have floundered. I am very proud of what we have accomplished and feel that the hall will be a community asset for years to come. Thanks everyone for your support.

Eric L McKay

8.1.B

August 30, 2017

SEP - 1 2017

Kim Fath, Chief Administrative Officer
Town of Vulcan

Re: Rural Prosperity Initiative

Dear Kim,

Thank you very much for the opportunity to introduce you to the Rural Prosperity Initiative.

The Rural Prosperity Initiative has been designed to address known capacity gaps of rural communities in adopting sustainable solutions for water, waste and energy whilst supporting provincial and federal policy and program goals for the mitigation of, and adaptation to climate change.

This year we are expanding the program to include dedicated resources to support climate adaptation in rural communities through various program grants.

This program expansion will help us to provide dedicated resources to assist the Town of Vulcan in developing a climate resilience strategy, utilizing provincial toolkits designed by the Municipal Climate Change Action Center (MCCAC) and supplemented by the STAR Community Climate Change Guide. Sustainability Resources is a Canadian Affiliate Partner of the STAR Community program.

Should we be successful in obtaining grant support, there would be potential for dedicated resources to support climate adaptation planning in the Town of Vulcan and Vulcan County.

We are planning to showcase this expansion to the program at our upcoming Rural Innovation Forum (Strathmore November 9th), which we encourage you to attend and participate in.

Our program grant applications do require us to provide a letter of support from participating rural municipalities that outlines your interest in participating and a small contribution amount to the program. As we have dedicated funding from Alberta Economic Development and Trade for the Rural Prosperity Initiative, this amount for your participation in the program would only be $1000.00 and we would also be dedicated to hosting a Rural Innovation Forum in your community in early 2018.

For convenience, we have attached a draft letter of support with some suggested language. We would kindly ask that you provide us with your letter of support as soon as you have received support from your council. If desired, we are available to provide a delegation to your council meeting.

Please do let us know if you have any questions.

With warm and sincere regards,

Jennifer Neufeld

Jennifer Neufeld, Program Assistant

Sustainability Resources Ltd.

cc: Lisa Fox

8.1.C

SouthGrow
Regional Initiative

Bulletin - August 2017 from pete.lovering@southgrow.com

South Alberta Alternative Energy Partnership (SAAEP)

August has been fairly slow on the Renewables front. We have corresponded with four firms about land availability or wanting to visit the area. We expect one visit early next week from a Chinese firm and another soon from a German company. We have also updated our www.saaep.ca website projects page to include projects all over Alberta so please take a look when you can. It is best viewed with Google Chrome but Microsoft Edge does a good job as well. It does not appear to work with older versions like Microsoft Explorer.

Our work on a system of Electric Vehicle Chargers continues and our partnership with Calgary and Region along with Alberta SouthWest will hopefully bear some fruit and result in a network of chargers that will allow travelers with EVs to get to any place throughout the region and connect with the same type of network currently being built in SE BC. We are in the process of preparing a submission to FCM on the network and updating the Province on our intentions.

Broadband

I see there is a call for submissions about the intention of the federal government to open up another spectrum auction on one of the old TV frequencies (600 mHz). People have until October 2 to comment on this move at:

http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf11316.html

Investment Attraction, Retention and Expansion

Our members will be pleased to note that we have engaged the firm of Outlook Market Research and Killick Leadership Group to work with each of our members. We expect them to be starting shortly and look for them to be connecting with the CAOs or EDOs in your offices before too long.

Chinese Business to Business

I was able to connect with Lily from Anyang when she was in town on an Education visit. I have also had one contact with a firm from China looking to invest in sustainable development. If you would like further details, please let me know.

Information for Members

We would be happy to reach out to Councils and Staff of any of our members to update them on the progress we are making. Please feel free to contact me if you wish to schedule a visit or a meeting with your organization.

On Farm Energy Reduction Extension program

Vern has been crisscrossing southern Alberta meeting with Agriculture reps from MDs and Counties and making presentations to a few some Boards and a few farmers. If you wish to contact Vern Steinborn for a presentation on the captioned program, you can e-mail him at vern.steinborn@southgrow.com or phone him at 403-894-0050. This program is part of Growing Forward 2 and will soon be replaced with the next Ag Policy framework. Funding for that program will begin on April 1, 2018. Until then, there are still a few programs being supported and you can find out which programs here http://www.growingforward.alberta.ca/. Look for Vern as he goes around to various Counties and MDs with his presentation. You can also use him as a valuable connection to others that work in the GF2 area,

All for now. Look for our next bulletin near the end of September.

B.1.D

FCSS Family and Community Support Services

105B - 3 Avenue South
Box 594, Vulcan, AB T0L 2B0
(403) 485-2106, Ext. 103 fax: (403) 485-6043
website: www.vulcanandregionfcss.com
email: fcsscsc@telus.net

INVITATION LETTER

SEP - 7 2017

Sept. 5, 2017

Could you survive a month in poverty?

Nearly 5 million (1 in 7) Canadians live in poverty every day, of whom 1.3 million (1 in 5) are children under the age of 18. Poverty is a widespread issue across the country and the world, but vulnerable groups such as people living with disabilities, single parents, elderly individuals, youth, and racialized communities are more susceptible. The effects of poverty can be expressed in different aspects of a person's life, including food security, health, and housing. The recent economic downturn has seen unemployment rates rise and the use of emergency food pantries increase.

You are invited to the Community Action Poverty Simulation (CAPS) facilitated by United Way Lethbridge & South Western Alberta on Oct. 3, 2017 from 8:00 am to 11:30 am at the Vulcan Cultural Recreation Centre (CRC).

It is difficult for those of us who have enough to truly understand the situations that families living in poverty experience every day – the decisions they have to make, and the fears and frustrations they feel. **That is why we are inviting you to walk a mile in the shoes of those facing poverty.**

The CAPS provides participants with the opportunity to assume the role of a low-income family member living on a limited budget. The experience is divided into four 15-minute sessions, each of which represents one week in which you must provide for your family and maintain your home. As one participant commented, *"This poverty simulation dramatically demonstrates how much time and energy many families have to give just to survive from day to day. It quickly dispels the myth that people would do fine if they would only go out and get a job!"*

Please RSVP by Thursday, Sept. 28th by calling Wendy at FCSS at 403-485-2106, Ext. 103, or by email to fcsscsc@telus.net. Contact me if you have any questions or need further information.

We look forward to your participation.

Sincerely,

Wendy Theodore, FCSS Community Liaison

ITEM 9.1

Town of Vulcan

Request for Decision (RFD)

Committee and Administrative Reports

Meeting:	Regular Council
Meeting Date:	**September 11, 2017**
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.

- Oldman River Regional Services Commission Annual General Board of Directors' Mtg – Agenda – Minutes – June 1, 2017
- Vulcan Golf and Country Club Meeting – Minutes – July 18, 2017
- Vulcan Golf and Country Club Meeting – Minutes – August 15, 2017
- Vulcan Business Development Society Meeting – Minutes – August 17, 2017
- Municipal Planning Commission Meeting – Agenda – Minutes – August 22, 2017

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 11, 2017 Town Council Meeting be received for information.

- Oldman River Regional Services Commission Annual General Board of Directors' Mtg – Agenda – Minutes – June 1, 2017
- Vulcan Golf and Country Club Meeting – Minutes – July 18, 2017
- Vulcan Golf and Country Club Meeting – Minutes – August 15, 2017
- Vulcan Business Development Society Meeting – Minutes – August 17, 2017
- Municipal Planning Commission Meeting – Agenda – Minutes – August 22, 2017

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

OLDMAN RIVER REGIONAL SERVICES COMMISSION

MINUTES – 2 (2017)

ANNUAL GENERAL BOARD OF DIRECTORS' MEETING

Thursday, June 1, 2017 – 7:00 p.m.

ORRSC Conference Room (3105 - 16 Avenue North, Lethbridge)

BOARD OF DIRECTORS:

Bill Graff (absent) ..... Village of Arrowwood
Jane Jensen ..... Village of Barnwell
Ed Weistra ..... Village of Barons
Tom Rose ..... Town of Bassano
Fred Rattai (absent) ..... City of Brooks
Jim Bester ..... Cardston County
Dennis Barnes ..... Town of Cardston
Stacey Hovde (absent) ..... Village of Carmangay
Jamie Smith ..... Village of Champion
Betty Fieguth (absent) ..... Town of Claresholm
Bill Chapman ..... Town of Coaldale
Sheldon Watson ..... Town of Coalhurst
Ken Galts ..... Village of Coutts
Garry Hackler (absent) ..... Village of Cowley
Dean Ward - alternate ..... Mun. Crowsnest Pass
Dave Filipuzzi ..... Mun. Crowsnest Pass
Gordon Wolstenholme ..... Town of Fort Macleod
Barb Michel ..... Village of Glenwood
John Connor ..... Town of Granum
Monte Christensen (absent) ..... Village of Hill Spring
John Willms ..... County of Lethbridge
Brad Koch (absent) ..... Village of Lomond
Richard Van Ee ..... Town of Magrath
David Hawco ..... Town of Milk River
Louis Myers ..... Village of Milo
Christophe Labrune (absent) ..... Town of Nanton
Clarence Amulung ..... County of Newell
Pete Pelley ..... Village of Nobleford
Henry De Kok ..... Town of Picture Butte
Quentin Stevick ..... M.D. of Pincher Creek
Don Anderberg ..... Town Pincher Creek
Ronald Davis (absent) ..... M.D. of Ranchland
Greg Robinson ..... Town of Raymond
Barry Johnson ..... Town of Stavely
Ben Nilsson (absent) ..... Village of Stirling
Ben Elfring ..... M.D. of Taber
Margaret Plumtree (absent) ..... Town of Vauxhall
Derrick Annable (absent) ..... Vulcan County
Rick Howard ..... Town of Vulcan
David Cody ..... County of Warner
Ian Glendinning ..... Village of Warner
Henry Van Hierden ..... M.D. Willow Creek

STAFF:

Lenze Kuiper ..... Director
Bonnie Brunner ..... Senior Planner
Mike Burla ..... Senior Planner
Steve Harty ..... Senior Planner
Diane Horvath ..... Senior Planner
Gavin Scott ..... Senior Planner
Cam Klassen ..... Planner
Ian MacDougall ..... Planner
Cameron Mills ..... Planner
Leda Kozak Tittsworth ..... Assistant Planner
Kaylee Kinniburgh ..... CAD/GIS Technologist
Yueu Majok ..... CAD/GIS Technologist
Jennifer Maxwell ..... Subdivision Technician
Stacy Olsen ..... Technician
Barb Johnson ..... Executive Secretary

AGENDA:

1. **Approval of Agenda** – June 1, 2017 .....

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2. **Approval of Minutes** – March 2, 2017 ..... (attachment)

3. **STAFF PRESENTATIONS**

Gavin Scott, Senior Planner – *Tiny Homes*
Bonnie Brunner, Senior Planner – *Solar Energy Systems*

4. **Business Arising from the Minutes** .....

5. **Reports**
   (a) Executive Committee Report ..... (attachment & handout)
   (b) GIS Presentation .....

6. **Business**
   (a) Draft ORRSC Annual Report and Financial Statements 2016 ..... (attachment)
   (b) Provincial Funding Request ..... (attachment)
   (c) Grant Funding ..... (attachments)

7. **Accounts**
   (a) Summary of Balance Sheet and Statement of Income for the 3-month period: January 1 - March 31, 2017 ..... (attachment)

8. **Adjournment** – until September 7, 2017 .....

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

1. **APPROVAL OF AGENDA**

Moved by: Ken Galts
THAT the Board of Directors approve the agenda of June 1, 2017, as presented. **CARRIED**

2. **APPROVAL OF MINUTES**

Moved by: John Connor
THAT the Board of Directors approves the minutes of March 2, 2017, as presented. **CARRIED**

3. **STAFF PRESENTATIONS**

Gavin Scott, Senior Planner – *Tiny Homes*

Tiny homes are a trend sweeping home improvement channels. The current momentum of the tiny home movement was gained not by the fact that they were introduced by reality programming as a new housing type, but because of the viewing public's fixation on this TV genre. The economy and society as a whole through time has always faced challenges and yet, in North America, this has not resulted in large investments in this type of housing. While these homes are 'cute' and often mobile houses, they are usually impractical as permanent dwellings.

There are two types of tiny homes: a tiny house on wheels, legally considered a recreational vehicle (RV), and a tiny house on a foundation, legally considered a dwelling unit. The RV type must meet CSA approvals and the house must meet Alberta Building Codes. Size generally ranges from 100 to 350 sq. ft.

Most land use bylaws require a minimum floor area for single unit dwellings, generally a minimum 700 sq. ft. and greater. Lot sizes available in most urban settings are generally 50 x 100 feet and are serviced with municipal water and sewer. RV types are required to be located in a campground or specialized recreational or residential district/development.

Bonnie Brunner, Senior Planner – *Solar Energy Systems*

We live in an area with great solar capacity and the government is promoting this type of electricity.

Climate Leadership Plan (Alberta Government)

- Carbon pricing
- Phasing out coal pollution by 2030
- Cap oil sands emission to 100 megatonnes/yr
- Reduce methane emissions by 45% by 2025
- **Develop more renewable energy**
  - Renewable Electricity Program
  - Micro-generation
  - Energy Efficiency Alberta

Micro-generation – 5 MW or Less

- Small-scale
- Homeowners, small business, municipal buildings (meet own needs)
- Land Use Bylaw considerations:
  - Permitted vs Discretionary
  - Safety Codes
  - Subdivision Design / Building Orientation

Commercial Generation – Greater than 5 MW

- Large-scale
- Generate electricity for revenue
- Land use and other considerations:
  - Site Suitability
  - Access
  - Stormwater Management
  - Weed Control
  - Aesthetics
  - Emergency Response
  - Reclamation
  - Construction Permit Fees

Solar operations require a lot of space: 1 MW - 6 to 10 acres, 5 MW - 40 acres.

The province is releasing the Residential and Commercial Solar Program in June 2017. In-house we are preparing some materials for our municipalities' information. To ensure the best outcome, we suggest producers meet with municipalities early on to determine municipal priorities and where they can be sited.

*** Both of the above presentations will be e-mailed to all Board Members.**

4. BUSINESS ARISING FROM THE MINUTES

None.

5. REPORTS

(a) Executive Committee Report ..... (attachment & handout)

- A letter from the Executive Committee was handed out outlining that ORRSC is aware of all the plans that will be required due to changes to the Municipal Government Act and the roll-out of the South Saskatchewan Regional Plan. ORRSC is prepared to meet all of your planning requirements over the next few years and is building a schedule that ensures your plans will be completed in a timely fashion. Member municipalities can directly award the provision of Statutory Plans, Land Use Bylaws and various other reports to ORRSC without the necessity of a Request for Proposal (RFP). While this doesn't preclude you from going to private consultants, it does add costs to the Commission, for the time spent preparing RFPs and in the form of lost revenues should you award the contract elsewhere.

Moved by: Greg Robinson

THAT the Board of Directors accept the letter regarding ORRSC Shared Services and circulate it to all member municipalities' Mayor/Reeve, Council and Administration. **CARRIED**

Moved by: Jane Jensen

THAT the Board of Directors receive the Executive Committee Report for the meetings of April 13 and May 11, 2017, as information. **CARRIED**

(b) GIS Presentation

- Kaylee Kinniburgh, CAD/GIS Technologist, presented an update on GIS department activities:
  - Orthophotos have been flown and will be delivered in July
  - Two committees are being formed to get input from the GIS users:
    1. GIS Advisory Committee (GIS users)
    2. Tangible Capital Assets Advisory Group (Financial & Public Works)
  - New client this year - City of Brooks
  - New project - development permit tracking imbedded in GIS for development officers to have one place to reference for development

6. BUSINESS

(a) Draft ORRSC Annual Report and Financial Statements 2016

- The Board of Directors has delegated to the Executive Committee the responsibility for financial concerns, including budget preparation, approval of accounts and the appointment of an auditor, and the approval of the Audited Financial Statements for submission to Alberta Municipal Affairs prior to May 1 of each year; however, the Board does review and ratify those decisions. Highlights of the 2016 audited financial statements are as follows:

HIGHLIGHTS

	2015 - $	2016 - $
Net Revenues	2,063,824	1,969,921
Membership - Planning	875,845	900,640
Membership - GIS	487,038	514,721
Subdivision	298,481	310,730
Fee-for-Service	383,240	221,104
Net Expenses	1,899,484	1,896,267
Salaries & Benefits	1,614,726	1,664,515
Excess of Revenues over Expenditures	171,151	72,968
Internally Restricted Net Assets (Reserves)	49,905	99,905
Total Equity	806,865	941,111

REVENUE

Moved by: Ben Elfring

THAT the Board of Directors have reviewed and ratified the Executive Committee approval of the ORRSC Annual Report and Financial Statements for the year ending December 31, 2016. **CARRIED**

(b) Provincial Funding Request

- Alberta Municipal Affairs responded to ORRSC's request for annual funding in a letter dated March 17, 2017 (see agenda). They stated that operating costs for municipal services, including land-use planning and development, are not eligible for funding under the Alberta Community Partnership (ACP) program. The metropolitan boards of Calgary and Edmonton produce and implement regional growth plans — this is the focus of the province's current funding support for these boards.
- Member municipalities, when seeking to fund intermunicipal plans, are eligible for ACP funding. Member municipalities may also allocate portions of their municipal sustainability initiative to ORRSC.

(c) Grant Funding

- **$500,000** ACP Grant to prepare an MDP Guidebook – to be completed before the municipal elections in October 2017 – funds shared among 5 planning agencies
- **$200,000** ACP Grant for Orthophoto Project (sponsored by Olds) – funds to the company flying the orthophotos
- **$200,000** ACP Intermunicipal Collaboration Grant for Rural Intermunicipal Development Plans (sponsored by MD of Taber) – funds to ORRSC

7. ACCOUNTS

(a) Summary of Balance Sheet and Statement of Income for the 3-month period: January 1 - March 31, 2017

Moved by: Louis Myers

THAT the Board of Directors have reviewed and ratified the Summary of Balance Sheet and Statement of Income for the 3-month period: January 1 - March 31, 2017. **CARRIED**

8. ADJOURNMENT

Moved by:

THAT we adjourn the Annual General Board of Directors' Meeting of the Oldman River Regional Services Commission at 8:05 p.m. until **Thursday, September 7, 2017 at 7:00 p.m**. **CARRIED**

/bj

CHAIR: _____ DRAFT

VULCAN GOLF AND COUNTRY CLUB

EXECUTIVE MEETING MINUTES:
- July 18, 2017

MEETING CALLED TO ORDER:
- Called to order at 8:02

PRESENT:
- Morgan Magnuson, Barry Wallin, Tyler Wolfe, Chad Munro, Paul Taylor, Wayne Shearer, Ross Zuehlke, Gordon Brayton, Duke Webber, Stacey Wheeler, Sue Dow.

ABSENT:
- Paul Mansfield

ADDITIONS TO THE AGENDA:
- Request for $5000 for Kids Course

MINUTES OF THE JUNE MEETING (June 20, 2017):
- No Errors or admissions. Motion to adopt minutes of AGM Meeting made by Ross Zuehlke, seconded by Chad Munro. CARRIED.

DIRECTOR OF GOLF REPORT:
- Gordon Brayton presented Director of Golf Report
- Revenue down minimally compared to other courses.
- Calgary golf coupon redemptions lower than expected.
- Will need to get a development permit from the Town of Vulcan before proceeding with the construction of the Kids Course.
- Stay and Play Package now in effect
- Hole sign advertising has gone up $250 for 5 years
- Discrepancies between the Financial Statements and the POS Statement.
    - Need an Over/Under Category in Bookkeeping to account for minor human errors
- Motion to accept the Report by Paul Taylor. Seconded by Stacey Wheeler. Carried.

GROUNDS REPORT:
- Duke Webber presented the Grounds Report
- Duke queried the Board as to the desired balance between course maintenance and costs
- Duke asked permission of the board to lend the over-seeder to Claresholm in the fall. He has been loaned equipment from other courses over the years. No objection from the board.
- Discussion on the pace of the greens, grass length on the greens. Feeling that faster greens would be something to aim for, but must not be at the expense of other aspects of the course.
- Barry Wallin mentioned some people upset with the tree-trimming situation. Duke is working on the trouble areas and addressing other areas where costs permit.
- Stacey Wheeler questioned the position of the white OB stakes on Hole 4. Were put there as per a board decision in 2016 with the intention to speed up play. To be taken up at a later date after getting feedback from members.
- Motion to accept the Grounds Report by Chad Munro. Seconded by Wayne Shearer. Carried.

VULCAN GOLF AND COUNTRY CLUB

FINANCIAL REPORT:

- Barry Wallin presented the Financial Report
- Issue remains with a discrepancy between Financial Report and POS Report
- Stacey will meet with Rosalyn in an attempt to get issues/discrepancies straightened out.
- Motion to accept Financial Report by Barry Wallin. Seconded by Stacey Wheeler. Carried.

HOUSE COMMITTEE REPORT:

- Stacey Wheeler presented the House Committee Report.
- Follow up on her previous requests for Grants/Donations.
    - Town of Vulcan has declined request for $5000, which was expected
    - County of Vulcan has declined request for $5000, but invited someone from the Board to come to a future meeting where it could be addressed.
    - Grant from Alberta Government for $20 000 for roof repair (Community Initiative Program) TBD by September 30, 2017.
    - Request from the Kitchen to make changes to grill to accommodate for tournaments and other busy times. Discussed. Suggestion that Markos price it out.

OLD BUSINESS:

- Cathy Dunham Proposal
    - Board hesitant to change to such an unknown company.
    - Question of whether or not we are currently locked into our current contract.
        - Barry Wallin will look into the current state of our contact with current provider
- Review of the Octogenarian Category
    - Postponed until later date
- Review of the Evening Rates
    - Postponed until later date
- Appointment of a new VP
    - Motion to appoint Sue Dow as Vice President made by Barry Wallin, Seconded by Ross Zuehlke. Carried.
        - Sue accepts.

NEW BUSINESS:

- $5000 requested by Gordon for New Kids Course
    - Suggested that we differ this request until the end of the season when the financial situation is more clear.
    - Stacey will look into getting a grant from the Town
    - The land the Kids Course is to be built on is coming from the Golf Course so this is part of the contribution to the Kids Course.
    - Motion to acknowledge that we are willing to contribute but defer providing a dollar figure until later in the season when the financial situation is more stable by Tyler Wolfe. Seconded by Paul Taylor. Carried.

NEXT MEETING DATE:

- August 15, 2017 at 8:00 PM in the Amenities Building.

ADJOURNMENT:

- Motion to adjourn by Barry Wallin
- Meeting adjourned at 9:27

VULCAN GOLF AND COUNTRY CLUB

EXECUTIVE MEETING MINUTES:

- August 15, 2017

MEETING CALLED TO ORDER:

- Called to order at 8:02.

PRESENT:

- Sue Dow, Barry Wallin, Tyler Wolfe, Paul Mansfield, Paul Taylor, Wayne Shearer, Gordon Brayton.

ABSENT:

- Morgan Magnuson, Chad Munro, Duke Weber, Ross Zuehlke, Stacey Wheeler

ADDITIONS TO THE AGENDA:

- Dress Code
- National Golf Course Owners Association presentation added to Director Report

MINUTES OF THE July MEETING:

- No Errors or omissions. ***Motion*** to adopt minutes of AGM Meeting made by Wayne Shearer.

DIRECTOR OF GOLF REPORT:

- Gordon Brayton presented Director of Golf Report
- An issue with an out of town group, but no permanent damage done. Rowdy and outside alcohol. Will try to screen for this type of group going forward, but difficult to do so.
- Successful Club Championship Weekend.
- Progress being made on straightening out the Accounting System and POS issues.
- Have applied for a Blacksprings Ridge Community Project Grant.
- Net income up 19% over last year
- Glow ball tournaments scheduled for September 16; $50 per member.
- Need to budget for increase in minimum wage for next year
- Suggestion that we have a Policy Committee to ensure Policy Manual stays up to date
    - When to sell early bird memberships; eligibility of Jr members to play in Mens/Ladies Championship, etc. should be added to manual.
- NGCOA is a Canadian wide golf course Co-Op
    - Offers discounts and track stats across the country
    - Marketing Ideas
    - Suggested that we join for the next year to try it out and see the benefits.
- ***Motion*** to join the NGCOA for a one-year trial by Barry Wallin. Seconded by Paul Taylor. Carried.
- ***Motion*** to accept the Report by Paul Taylor.

GROUNDS REPORT:

- Wayne Shearer presented the Grounds Report on behalf of Duke Webber
- Will attempt to add cost of excess water and overtime into the insurance claim.
- ***Motion*** to accept the Grounds Report by Paul Mansfield.

VULCAN GOLF AND COUNTRY CLUB

FINANCIAL REPORT:

- Barry Wallin presented the Financial Report
- Discrepancies from prior year in a number of categories attributed to poor bookkeeping in previous years.
    - Need to add category for Bottle Deposit Returns under Revenue
- Received approx. $43 000 into Casino Account; approx. $51 000 currently in the account.
    - Needs to last for 3 years.
- ***Motion*** to accept Financial Report by Barry Wallin. Seconded by Paul Mansfield. Carried.

HOUSE COMMITTEE REPORT:

- None.

OLD BUSINESS:

- Priority Issues for Casino Fund
    - ***Motion*** to Table until we have a full board made by Barry Wallin. Carried.
- Placement of White Stakes on Hole 4
    - ***Motion*** to Table until we have a full board made by Barry Wallin. Carried.

NEW BUSINESS:

- Ron Thiessen Refund Request
    - Not able to grant refund as per the August 1 deadline for Refund in the Policy Manual
    - Secretary to write reply to Mr. Thiessen.
- Dress Code
    - Dress code is posted and will be left up to the clubhouse staff to enforce.
        - Was a situation where there was a dress code violation recently. Violators were notified.
- Letter from Lyle Thomas
    - Complaint about some members of the grounds crew interfering with golfers on the course.
    - Letter will be passed to Duke, who the board has confidence will manage his staff.
    - Should consider adding training for the grounds staff/golfer right of way into the Policy Manual
- Lighting at the Clubhouse exterior
    - Motion detector on the cart shed should be sufficient.
    - Stacey Wheeler to address this as per House Committee.
- Cart Path
    - Ross Zuehlke was to report on the cost of concrete.

NEXT MEETING DATE:

- September 19, 2017 at 8:00 PM in the Amenities Building.

ADJOURNMENT:

- ***Motion*** to adjourn by Paul Mansfield.
- Meeting adjourned at 9:11pm

Vulcan Business Development Society
VBDS

Vulcan Business Development Society Minutes

Thursday August 17, 2017
VBDS Board Room 7:00 p.m.

Attendees: Georgia Lee Debolt Vice Chair, Shane Cockwill, Lorna Armstrong, Craig Stokes, Jason Schneider Chair, Coltan Povey, Paul Taylor, Sue Dow,
Staff: Ashlee Beck
Regrets: Matt Crane, Barry Monner, Glen Gateman

1. **Call to order 7:00**

2. **Adoption of Agenda**
   a. Ears to You- New Business

   Motion to accept the August agenda as amended by C.Povey. Carried.

3. **Minutes July 20, as circulated**

   Motion to approve July minutes as presented by C.Stokes. Carried.

4. **Financial Report**
   a. 2018 Budget

   Motion to accept Financial Reports as information by G.Debolt. Carried

5. **Correspondence**

6. **Miscellaneous Correspondence**

7. **Unfinished Business**
   a. Personnel Policy
      i. Sub-committee of C.Povey, J.Schneider and S.Cockwill to create draft for new Council.

      Motion to create subcommittee and submit draft to Council by C.Povey. Carried

8. **New Business**
   a. Ears to You
      i. VBDS Representative
      Motion to appoint A.Beck as VBDS representative by S.Dow. Carried.

   b. October Meeting
      i. October meeting will move from the 19th to the 26th
      Motion to accept October Meeting date as presented by P.Taylor. Carried.

9. **Reports**
   a. Staff Reports
   b. Member Reports
      i. J. Schneider, Vulcan County- Nothing to report.
      ii. G. Debolt, Town of Vulcan- Nothing to report.
      iii. C. Stokes, Village of Lomond- Nothing to report.
      iv. P.Taylor, Town of Vulcan- Nothing to report.
      v. S. Cockwill, Vulcan County- Nothing to report.
      vi. S. Dow, Town of Vulcan- Nothing to report.
      vii. C.Povey, Village of Champion- Nothing to report.

10. **Adjournment: _____7:30pm_____**

11. **Next Meeting – September 21, 2017 at the VBDS Building 7:00 p.m.**

MUNICIPAL PLANNING COMMISSION

Town of Vulcan Council Chambers

Tuesday, August 22, 2017 2:00 p.m.

AGENDA

CALL TO ORDER

1.0 DELEGATIONS/OPEN SESSION FOR PUBLIC - NIL

2.0 ADDITIONS TO AGENDA - NIL

3.0 MINUTES

3.1 Municipal Planning Commission Meeting Minutes of July 18, 2017

4.0 MISC CORRESPONDENCE - NIL

5.0 SUBDIVISION, DEVELOPMENT APPLICATIONS & WAIVER REQUESTS

5.1 D17.27 – P-1 – Discretionary Use – Shipping Container Storage Facility for Non-Profit Groups – 215-4th Street North – Lot 9 Block 41 Plan 3986JK

5.2 D17.29 – P-1 – Discretionary Use – Club & Fraternal Organization (Development of 3-hole golf course) 114-10th Avenue South – Lot 5 Block 1 Plan 0111293

5.3 D17.30 – C-2 – Discretionary Use – Shipping Containers – 285 Service Road NW – Lot 1 Block 43 Plan 751 1055

6.0 UNFINISHED BUSINESS –NIL

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 19, 2017

13.0 ADJOURNMENT

MINUTES OF THE TOWN OF VULCAN MUNICIPAL PLANNING COMMISSION MEETING
HELD IN THE TOWN OF VULCAN COUNCIL CHAMBERS
ON TUESDAY, AUGUST 22, 2017
COMMENCING AT 2:00 P.M.

PRESENT: Chairman John Seaman, Vice-Chairman Ron Fernley and members, Sue Dow, Lyle Magnuson, Shirley Zuehlke

ABSENT: Randy Wolfe

STAFF: Nancy Neufeld, Development Officer,

OTHERS: Arnon Bigelow, Pat Bigelow, Nancy Wiseman, Matt Orr, Tom Grant, Allen Gorzitza, Colleen Carey, Joe Brophy, Bonnie Ellis, David Lyon

CALL TO ORDER:

Chairman John Seaman called the meeting to order at 2:00 p.m.

1.0 DELEGATION

Attendees to the meeting were asked if they wished to address the MPC as a delegate. As there were several delegates in attendance wishing to speak to Item 5.1, delegates were asked to address the item as it came up on the Agenda.

2.0 ADDITIONS TO AGENDA

Motion: 17.36.

Moved by Member Lyle Magnuson that the agenda be approved. ***CARRIED***

3.0 MINUTES

3.1 Minutes of the August 22, 2017 meeting of the MPC were presented for adoption.

Motion: 17.37

Moved by Member Shirley Zuehlke that the Minutes of the Town of Vulcan Municipal Planning Commission of August 22, 2017 be approved as amended re Item 12. ***CARRIED***

4.0 MISCELLANEOUS CORREPOSDENCE – NIL

5.0 SUBDIVISION & DEVELOPMENT REQUESTS

5.1 Development Permit Application D17.27
Lot 9 Block 41 Plan 3986JK

DRAFT

215-4th Street North
P-1 Discretionary Use – Shipping Container Storage Facility for Non-Profit Groups

The Development Officer provided information on the proposed development. Mayor Tom Grant spoke to Council's reasoning behind the proposal. Recreation Director Bonnie Ellis spoke in regards to the need for such a facility.

Property owners in attendance spoke to their opposition to the development, indicating that they felt such a development would adversely affect the appearance of their neighbourhood and property values.

Service group representatives spoke to the need for such a facility and the advantage of the proposed location.

Decision Required

MOTION: 17.38

Moved by Member Ron Fernley that Development Permit D 17.27 be denied due to the adverse effect on the neighbourhood and that recommendation be made to Council to look at other options.

For:	Against:
Ron Fernley	Lyle Magnuson
Shirley Zuehlke	John Seaman
Sue Dow	

CARRIED

DRAFT

5.2 Development Permit Application 17.29
Lot 5 Block 1 Plan 0111293
114-10th Avenue South
P-1 – Discretionary Use – Club & Fraternal Organization (Development of 3-hole golf course)

Decision Required

MOTION: 17.39

Moved by Member Sue Dow that Development Permit D17.29 be approved with the recommended Development Permit Conditions, Option 1 as presented. ***CARRIED***

5.3 Development Permit Application 17.30
Lot 1 Block 43 Plan 751 1055
285 Service Road NW
C-2 – Discretionary Use – Shipping Containers

Decision Required

MOTION: 17.40

Moved by Member Ron Fernley that Development Permit D17.30 be approved with the recommended Development Permit Conditions, Option 1 as presented. ***CARRIED***

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: 17.41

Moved by Member Lyle Magnuson that the Municipal Planning Commission receive the Development Officer's Report for information. ***CARRIED***

9.0 LAND USE BY LAW REVIEW - NIL

10.0 QUESTION PERIOD

11.0 IN-CAMERA

12.0 DATE OF NEXT MEETING

Next meeting of the MPC to be held September 19, 2017.

13.0 ADJOURNMENT

The meeting was adjourned by Shirley Zuehlke at 3:20 p.m.

DRAFT

_____

CHAIRMAN

_____

SECRETARY

ITEM 10.1

Town of Vulcan

Request for Decision (RFD)

Amend Policy PU-05 – Virginia Mitchell Memorial Park Campground

Meeting:	Regular Council
Meeting Date:	**September 11, 2017**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Administration is reviewing current policies and is requesting that Council amend Policy PU-05 – Virginia Mitchell Memorial Park Campground with changes to the wording and the policy number.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached is a draft copy of Policy PU-05 – Virginia Mitchell Memorial Park Campground for Council's consideration.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council adopts Policy PU-05 Virginia Mitchell Memorial Park Campground as amended.

Initials show support -Reviewed by: _____ _____

Director: **CAO**

TOWN OF VULCAN

Policy Manual

POLICY NUMBER			TITLE OF POLICY
PU-05			**Virginia Mitchell Memorial Park Campground**
Approval	D/M/Y	Resolution #	
Amended	**22/01/01**		
From:PU-12		**To:PU-05**	
Amended			

STATEMENT:

The Town of Vulcan requires a policy to serve as a guideline for the use of the Virginia Mitchell Memorial Park Campground.

DRAFT

1. Policy

1.1 The park shall be open to the public from May 1 to September 30, weather permitting.

1.2 Revenue generated from the park shall go to park operations and maintenance.

1.3 Fees shall be established in the current Rates and Fees Bylaw.

1.4. Pre-bookings will not be accepted.

1.5 Only 8 stalls may be used for stays longer than 14 days.

1.6 All vehicles must register at the self-registration booth.

1.7 To utilize a stall:

(a) must be a recreational camping unit;
(b) one camper vehicle per campsite; one camping unit and tow vehicle per campsite. Tow vehicle must not be over one ton.

1.8 All pets must be on a leash. Pets must be cleaned up after.

1.9 Motorbikes and ATV's may not be used in the campground.

1.10 No business shall be conducted in the park.

1.11 No campfires are permitted.

1.12 Waste water or basin water must be disposed of where receptacles or sewer drains are provided. Pouring waste water on open ground or in sump holes dug below trailers is prohibited.

1.13 Quiet hours are observed from 11:00 PM to 7:00 AM.

No objectionable disturbance or unreasonable noise will be allowed at any time.

1.14 Users of the campground are personally responsible for campsite cleanliness, condition and the conduct of all guests.

1.15 Check-out time shall be Twelve (12) Noon.

1.16 Failure to self-register and include proper payment may result in a fine and eviction.

1.17 Non-compliance may result in a fine as established in the Rates and Fees Bylaw.

- END OF POLICY-

DRAFT

TOWN OF VULCAN

TITLE: Virginia Mitchell Memorial Park Policy **ADOPTED BY COUNCIL AT A REGULAR/SPECIAL COUNCIL MEETING:**	**POLICY NUMBER:** ~~PU-12~~ PU-05
	SUPERSEDES POLICY NUMBER:
	SUPERSEDED BY POLICY NUMBER:

STATEMENT:

This policy shall serve as the policy for the use of the Virginia Mitchell Memorial Park.

1. The park shall be open to the public from May 1 to September 30, weather permitting.

2. Revenue generated from the park shall go to park operations and maintenance.

3. Fees shall be:

   ~~$15.00 per night/full hookup sites (per Motion No. 01.21 – January 22, 2001)~~ FEES BYLAW

   ~~$ 5.00 per night/tenting area~~

4. Pre-bookings will not be accepted.

5. Only 8 stalls may be used for stays longer than 14 days.

6. All vehicles must register at the self-registration booth.

7. To utilize a stall:

   - must be a recreational camping unit;
   - one camper vehicle per campsite; one camping unit and tow vehicle per campsite. Tow vehicle must not be over one ton.

22/01/01

ADD CHECK OUT TIME OF 12:00 pm

8. All pets must be on a leash. Pets must be cleaned up after.

9. Motorbikes and ATV's may not be used in the campground.

10. No business shall be conducted in the park.

11. No campfires are permitted.

12. Waste water or basin water must be disposed of where receptacles or sewer drains are provided. Pouring waste water on open ground or in sump holes dug below trailers is prohibited.

13. Quiet hours are observed from 11:00 PM to 7:00 AM. No objectional disturbance or unreasonable noise will be allowed at any time.

14. Users of the campground are personally responsible for campsite cleanliness and condition and the conduct of all guests.

15. CHECK OUT TIME 12 NOON
T~~he area at the north end of the public washroom facility shall be used as storage space and will not be utilized as a concession area until such time as it is developed to the appropriate codes and regulations~~.

16. Failure to self-register and include proper payment may result in a fine and eviction.

17. The fine for non-compliance may result ~~in a fine of $25.~~
FEES BYLAW

ITEM 10.2

Town of Vulcan

Request for Decision (RFD)

Amend Policy PU-06 – Vulcan Municipal Campground

Meeting:	Regular Council
Meeting Date:	**September 11, 2017**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Administration is reviewing current policies and is requesting that Council amends Policy PU-06 – Vulcan Municipal Campground with changes to the wording and the policy number.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached is a draft copy of Policy PU-06 – Vulcan Municipal Campground for Council's consideration.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council adopts Policy PU-06 – Vulcan Municipal Campground as amended.

Initials show support -Reviewed by: _____ _____

Director: **CAO**

TOWN OF VULCAN

Policy Manual

POLICY NUMBER			TITLE OF POLICY
PU-06			**Vulcan Municipal Campground (Free Campground 1st Avenue South)**
Approval	D/M/Y	Resolution #	
Amended	**22/01/01**		
From:PU-21		**To:PU-06**	
Amended			

STATEMENT:

The Town of Vulcan requires a policy to serve as a guideline for the use of the Vulcan Municipal Campground.

1. **Policy**

1.1 The park shall be open to the public year round. Access to the public washrooms and dump-station are weather permitting.

1.2 Revenue generated from the park shall go to park operations and maintenance.

1.3 Pre-bookings will not be accepted.

1.4. Maximum length of stay without a fee is **Three (3)** consecutive nights in a six month period.

1.5 The fee for the **Fourth** and any subsequent nights will be established in the current Rates and Fees Bylaw, per unit.

1.6 All vehicles must register at the self-registration booth.

1.7 To utilize a stall:

(a) must be a recreational camping unit;
(b) one camper vehicle per campsite; one camping unit and tow vehicle per campsite. Tow vehicle must not be over one ton.

1.8 All pets must be on a leash. Pets must be cleaned up after.

1.9 Motorbikes and ATV's may not be used in the campground.

1.10 No business shall be conducted in the park.

1.11 No campfires are permitted.

DRAFT

1.12 Waste water or basin water must be disposed of where receptacles or sewer drains are provided. Pouring waste water on open ground or in sump holes dug below trailers is prohibited.

1.13 Quiet hours are observed from 11:00 PM to 7:00 AM.

No objectionable disturbance or unreasonable noise will be allowed at any time.

1.14 Users of the campground are personally responsible for campsite cleanliness, condition and the conduct of all guests.

1.15 Check-out time shall be Twelve (12) Noon.

1.16 Failure to self-register and include proper payment may result in a fine and eviction.

1.17 Non-compliance may result in a fine as established in the Rates and Fees Bylaw.

- END OF POLICY-

DRAFT

TOWN OF VULCAN

TITLE: **Vulcan Municipal Campground** (Free Campground)	**POLICY NUMBER:** ~~PU-21~~ PU-06
Adopted By: **Town of Vulcan Council**	**SUPERSEDES POLICY NUMBER:**
Date Adopted: **JULY 14, 2003**	**SUPERSEDED BY POLICY NUMBER:**
AMENDED:	

STATEMENT:

This policy shall serve as the policy for the use of the "Vulcan Municipal Campground" commonly known as the "Free Campground":

1. **The park shall be open to the public year round.**
2. **~~No pre-bookings will be~~ accepted.**
3. **Maximum length of stay without any charge is 3 consecutive nights in a six-month period.**
4. **The charge for the FOURTH and any subsequent nights ~~will be $10.00 per night~~ per unit.** FEES BYLAW
5. **All campers must register at the Self-Registration booth.**
6. **All pets must be on a leash at all times. Pets must be cleaned up after.**
7. **Quiet hours are observed from 11:00 p.m. to 7:00 a.m.**
8. **Users of the campground are personally responsible for campsite cleanliness and condition and the conduct of all guests.**
9. **Failure to self–register may result in a fine of $25.00 and eviction from the campground.**

MAKE SAME AS PU-05 VMMP

ADD HIGHLIGHTED

ADD CHECK OUT TIME OF 12:00 p.m.

July 14, 2003

ITEM 11.1

Town of Vulcan

Request for Decision (RFD)

Residential Parking Signage on 4th Street South

Meeting:	Regular Council
Meeting Date:	**September 11, 2017**
Originated By:	Justin Vallee

BACKGROUND / PROPOSAL:

The Community Peace Officer is requesting that the existing "No Parking" signage located on the 300 Block of 4 Street South be removed. The signage is creating an issue for some residents on this block claiming ownership over the "On-Street parking" in front of their houses.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The "No Parking" signage on the 300 block of 4 Street South was initially installed to prevent residents from having their driveways blocked by vehicles that are accessing the Country Central High School.

The current Provincial laws already prevent parking a vehicle in such a way as t prevent access to garage or driveways under Use of Highway and rules of the road Regulations: Section 44(j).

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves the removal of the "No Parking" signage on the 300 Block of 4 Street South.

Initials show support -Reviewed by: _____ _____

Director: **CAO**

Memo

To: Town of Vulcan Council

From: Justin Vallee, Community Peace Officer

Date: September 1st, 2017

Re: Residential Parking Signage on 4 Street South

This memo is in regards to the existing "No Parking" signage on the 300 Block of 4 Street South. The signage reads **"Residential Parking Only; 8:00AM to 5:00PM"**. It is my recommendation that this signage be removed.

Understanding the intent behind the signage being put up initially was to prevent the residents on the street from having their driveways and garage access blocked by vehicles that are accessing the County Central High School. This is a high traffic area and vehicles parked there can be stationary for long periods of time, however I believe the signage to be redundant and potentially problematic going forward.

The current Provincial laws already prevent parking a vehicle in such a way as to prevent access to garage or driveways.

USE OF HIGHWAY AND RULES OF THE ROAD REGULATIONS: SECTION 44(j) States that "A person driving a vehicle shall not stop or park the vehicle within 1.5 meters from an access to a garage, private road or driveway or a vehicle crossway over a sidewalk."

This signage only serves to create an issue of some residents on this block claiming ownership over the "On-Street parking" in front of their houses. In 2016, I responded to 6 calls from one resident alone, asking to have a vehicle removed from in front of their house, none of which were in any way impacting their ability to enter or exit their driveway. This particular resident even went so far as to get into verbal altercations with drivers parking in front of their home. The wording itself is problematic, "Residential Parking" requires an investigation to determine if the driver is a patron of the School or possibly just visiting a resident on the street.

No other street in Town has this type of signage nor is it required. The provincial statutes provide all the authority we need to ticket and tow any vehicle preventing residents from entering or exiting their property. To add to this, the streets are and should remain public access, provided the parked vehicles don't impede a resident's ability to use their private access.

Justin Vallee
Community Peace Officer
Town of Vulcan

ITEM 11.2

Town of Vulcan

Request for Decision (RFD)

Encroachment Agreement – 404 Meadowlark Way

Meeting:	Regular Council
Meeting Date:	**September 11, 2017**
Originated By:	Nancy Neufeld

BACKGROUND / PROPOSAL:

A Compliance Certificate has been requested for 404 Meadowlark Way. The Real Property Report dated June 4, 2014 indicates an encroachment of the deck and stairs into the Utility Right of Way. As per Policy "PL-02 Encroachment Policy" encroachments over .3m are to be brought forth to Council for approval. The stairs encroach onto the URW 0.77m and the deck encroaches 0.22m.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

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

Council is asked to approve the encroachment agreement.

Attached are:

- Encroachment Agreement
- Affidavit of Execution
- Real Property Report

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves encroachments on Town's property described as follows:

404 Meadowlark Way
Unit 27
Plan 0414588

As shown on a Real Property Report, dated May 26, 2014, prepared by Martin Geomatic Consultants Ltd.

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

11.2

MEMO

TO: **Kim Fath/CAO**
Council

FROM: **Nancy Neufeld/Development Officer**

DATE: **September 5, 2017**

RE; CERTIFICATE OF COMPLIANCE 404 MEADOWLARK WAY UNIT 27 CONDOMINIUM PLAN 041 4522

A compliance certificate has been requested for 404 Meadowlark Way.

The Real Property Report dated June 4, 2014 indicates an encroachment of the deck and stairs into the Utility Right of Way. As per Policy "PL-02 Encroachment Policy" encroachments over .3m are to be brought forth to Council for approval. The stairs encroach onto the URW 0.77m and the deck encroaches 0.22m.

Council is asked to consider approval of the encroachment agreement as provided by Laurie Gordon Law Office.

Alberta Land Surveyor's Real Property Report

LEGEND

- Reference Bearing Assumed from Registered Plan 041 4588
- Legal survey monuments are shown thus: found ..... ● Fd. I
- Fd. No Mk. indicates Found No Mark
- Buildings and eaves are shown thus .....
- Concrete is shown thus .....
- Property boundaries are shown thus .....
- UR/W boundaries are shown thus .....
- Dimensions are in metres and decimals thereof.
- Distances are to the existing exterior cladding of the buildings at the time of the survey, unless otherwise shown.
- Eaves are dimensioned from building edge to outside fascia edge, excluding eavestroughing.
- UR/W indicates Utility Right of Way
- Ht= indicates Height

The extent of the Title for the Subject Property is affected by:

	Particulars	Registration Number
1)	Easement	921 076 147
2)	Agreement Re: Overland Drainage	021 210 373
3)	UR/W – Plan 011 1244	021 228 623
4)	Agreement Re: Restrictive Covenant	031 081 860
5)	Restrictive Covenant	031 134 529
6)	Agreement Re: Restrictive Covenant	041 168 343
7)	UR/W – Fortisalberta Inc	041 389 705
8)	UR/W – ATCO Gas and Pipelines	041 438 933
9)	UR/W – Plan 041 4314	041 457 421
10)	UR/W – Plan 041 4314	041 484 194
11)	Easement	041 484 195
12)	Caveat Re: Development Agreement	041 484 196
13)	UR/W – Plan 051 0902	051 078 495

- No representations are made as to encumbrances that may exist against the title of this property.

This Plan is Page 2 of a Real Property Report and is ineffective if it is detached from Page 1 and 3. Page 2 of 3

SCALE: 1:150	MARTIN GEOMATIC CONSULTANTS LTD.
File No. 145305RPR	ALBERTA LAND SURVEYORS 255 – 31st Street North Lethbridge, Alberta T1H 3Z4
Drawn by: JimL	Phone: 329–0050 Fax: 329–6594 E-mail: geomart@mgcl.ca ©2014

Alberta Land Surveyor's Real Property Report

CERTIFICATION

I hereby certify that this Report, which includes the attached plan and related survey, was prepared and performed under my personal supervision and in accordance with the Alberta Land Surveyors' Association's Manual of Standard Practice and supplements thereto. Accordingly, within those standards and as of the date of this Report, I am of the opinion that:

1. The plan illustrates the boundaries of the property, the improvements as defined in Part D Section 7.6 of the Alberta Land Surveyors' Association's Manual of Standard Practice, registered easements, and rights-of-way, affecting the extent of the title to the property;
2. The Improvements are entirely within the boundaries of the Property, **with the exception of**

   Encroachment #2 – House, House Eaves and Concrete encroach into neighbour's property (Unit 26) as shown on page 2 of 3
3. No visible encroachments exist on the property from any improvements situated on an adjoining property, **unless otherwise shown.**
4. No visible encroachments exist on registered easements or rights of way affecting the extent of property, **with the exception of**

   Encroachment #1 – Deck and Deck Stairs encroach into UR/W (Plan 041 4314) as shown on page 2 of 3

PURPOSE

This Report and related plan have been prepared for the benefit of the Property owner, subsequent owners and any of their agents for the purpose of a submittal to the municipality for a compliance certificate. Copying is permitted only for the benefit of these parties, and only if the plan remains attached. Where applicable registered easements, utility rights of way, and other legal interests affecting the extent of the property have been shown on the attached plan. Unless shown otherwise, property corner markers have not been placed during the survey for this report.

The attached plan should not be used to establish boundaries due to the risk of misinterpretation or measurement error by the user.

The information shown on this Real Property Report reflects the status of this property as of the date of survey only. Users are encouraged to have the Real Property Report updated for future requirements.

Dated at Lethbridge, Alberta
this 4th day of June , 2014

ALBERTA LAND SURVEYORS' ASSOCIATION
PERMIT NUMBER
P 181
MARTIN GEOMATIC CONSULTANTS LTD.

Bruce A. Barnett, A.L.S.
(copyright reserved)

This document is not valid unless it bears an original signature (in blue ink) and a Martin Geomatic Consultants Ltd. permit stamp (in red ink).

MARTIN GEOMATIC CONSULTANTS LTD.
ALBERTA LAND SURVEYORS
255 – 31st Street North
Lethbridge, Alberta
Phone: 329-0050 Fax: 329-6594
E-mail: geomart@mgcl.ca

File No. 145305RPR

ALBERTA LAND SURVEYOR'S REAL PROPERTY REPORT

DESCRIPTION OF PROPERTY

Unit: 27 and 324 undivided one ten thousandth shares in the common property

Condominium Plan: 041 4588

C. of T.: 111 147 793

MUNICIPAL ADDRESS

404 Meadowlark Way
Vulcan, Alberta

Date of Survey: May 26th, 2014

Date of Title Search: May 22nd, 2014

MARTIN GEOMATIC CONSULTANTS LTD.
ALBERTA LAND SURVEYORS
255 – 31st Street North
Lethbridge, Alberta
Phone: 329-0050 Fax: 329-6594
E-mail: geomart@mgcl.ca

File No. 145305RPR

ENCROACHMENT AGREEMENT

BETWEEN:

The Town of Vulcan
("the Grantor")

- and –

Karen Harding of Box 1682, Vulcan, Alberta T0L 2B0
("the Grantee")

WHEREAS the Grantor is the registered owner of those lands described on attached Schedule "A" (the **"Servient Tenement")**

AND WHEREAS the Grantee is the registered owner of those lands described as:

Unit 27, Condominium Plan 041 4588
Excepting thereout all Mines and Minerals
(the **"Dominant Tenement"**)

AND WHEREAS there certain improvements ("the Improvements") on the land of the Grantee which encroach onto the Servient Tenement as indicated in red as set forth in that Alberta Land Surveyors Real Property Report, a true copy of which is attached hereto as Schedule "B";

AND WHEREAS the Grantor has agreed to allow the Improvements to continue subject to certain conditions;

NOW THEREFORE for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. The Grantor does hereby grant the right to the Grantees for the Improvements to encroach upon the Servient Tenement as an extension of the residence of the Dominant Tenement for use only by the owner of the Dominant Tenement without further structural development or embellishment thereto.

2. The Grantee covenants and agrees to keep the encroachment area maintained.

3. The Grantee covenants and agrees that she is ineligible to acquire any prescriptive title to Servient Tenement as a result of this grant and further, the Grantee agrees to indemnify the Grantor as the result of this Grant in full for any claim or damages sustained by any reason of any privilege afforded by the Grantor required to effect the terms of this Grant.

4. The encroachment granted herein shall run with the Servient and Dominant Tenements and shall extend to and enure to the benefit of and be binding upon the executors, administrators, successors, transferees and assigns of the parties hereto respectively.

IN WITNESS WHEREOF the Grantor has signed this agreement at Vulcan, Alberta effective the ____ day of _____, 2017.

Town of Vulcan
Per:

_____

_____

IN WITNESS WHEREOF the Grantee has signed this agreement effective the ____ day of _____, 2017, at Vulcan, Alberta.

_____ _____
Witness **Karen Harding**

Schedule "A"

Utility Right of Way 041 4314
As it pertains to Unit 27, Condominium Plan 041 4588

Alberta Land Surveyor's Real Property Report

LEGEND

- Reference Bearing Assumed from Registered Plan 041 4588
- Legal survey monuments are shown thus:
  found ..... ● Fd. I
- Fd. No Mk. indicates Found No Mark
- Buildings and eaves are shown thus .....
- Concrete is shown thus .....
- Property boundaries are shown thus .....
- UR/W boundaries are shown thus .....
- Dimensions are in metres and decimals thereof.
- Distances are to the existing exterior cladding of the buildings at the time of the survey, unless otherwise shown.
- Eaves are dimensioned from building edge to outside fascia edge, excluding eavestroughing.
- UR/W indicates Utility Right of Way
- Ht= indicates Height

The extent of the Title for the Subject Property is affected by;

	Particulars	Registration Number
1)	Easement	921 076 147
2)	Agreement Re: Overland Drainage	021 210 373
3)	UR/W – Plan 011 1244	021 228 623
4)	Agreement Re: Restrictive Covenant	031 081 860
5)	Restrictive Covenant	031 134 529
6)	Agreement Re: Restrictive Covenant	041 168 343
7)	UR/W – Fortisalberta Inc	041 389 705
8)	UR/W – ATCO Gas and Pipelines	041 438 933
9)	UR/W – Plan 041 4314	041 457 421
10)	UR/W – Plan 041 4314	041 484 194
11)	Easement	041 484 195
12)	Caveat Re: Development Agreement	041 484 196

Schedule "B"

AFFIDAVIT OF EXECUTION FOR WITNESS

Canada Province of Alberta	))))	I, _____ of the Town of Vulcan in the Province of Alberta make oath and say:

1. That I was personally present and did see the within Instrument duly signed and executed by Karen Harding.

2. That the said Instrument was executed at the Town of Vulcan in the Province of Alberta.

3. That I know the said party and she is of the full age of eighteen years.

4. That I am a subscribing witness to the said Instrument.

Sworn at the Town of Vulcan In the Province of Alberta, this _____ Day of _____, A.D. 2017.	)))	_____

_____
A Commissioner for Oaths in and for the
Province of Alberta

ITEM 11.3

Town of Vulcan

Request for Decision (RFD)

Vulcan Cemetery Projects

Meeting:	Regular Council
Meeting Date:	**September 11, 2017**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

At the November 28, 2016 Regular Council Meeting Norma Aldred gave a presentation to Council outlining several projects that the Vulcan & District Historical Society would like to install in the Vulcan Cemetery.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Vulcan & District Historical Society has obtained funding for two of the projects, the fund-a map sign and the entrance arch and are requesting Council's permission to move forward with these projects.

The Society is also requesting that Direction Signs be placed on Elizabeth Street to direct visitors to the Vulcan Cemetery. To place the signs on Elizabeth Street the Town of Vulcan must contact Alberta Transportation with this request. The Society is requesting that the Town of Vulcan take on this project. The cost to place these signs would be $250.00.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves the request to move forward with the two projects and that the Vulcan & District Historical Society works with the Public Works to complete this project AND,

THAT Councillor _____ THAT Council

Initials show support -Reviewed by: _____ _____

Director: **CAO**

September 1 2017

Town of Vulcan Mayor and Council

Re: Vulcan cemetery projects

As a follow-up to the Vulcan Cemetery updates presentation I presented to the Council last fall, I have two items which the Vulcan and District Historical Society has agreed to fund-a map sign ($1150) and an entrance arch ($3325.25).

There are two possibilities for the map sign and one for the arch. I am asking for the Council's preferred choice of map and approval for these two projects to go forward.

I have businesses who are ready to proceed with the aspects of the two projects (one from Vulcan, one from Champion and one from High River) should this be agreeable to you, with the hopes that both projects could be completed before freeze-up.

A dead tree is by the spot for the map. I have spoken with Stu and he was aware of this and it will be removed. He has also said that any concrete work and installation needed can be done by his crew.

Direction signs placed on Elizabeth Street to point to the cemetery would be a help to those who are unfamiliar with the town when they are looking for the cemetery. This can only be done by the owners. When I looked into this last fall, it was $250. Could you arrange for these signs?

Also to help people locate sites of their loved ones, could the town put a link to the Find a Grave site for Vulcan Cemetery on the cemetery info page? It gives locations for each person. The Town of Taber has done this on their site.

Communities in Bloom have indicated that they may be interested in doing something at the cemetery (planters, maybe).

(Other items that I had suggested last fall which are not being covered are additional benches, area marker posts and a fence for the section across from the airport landing strip.)

I am updating the "Vulcan Cemetery" reference book, which I did an update for in 2012, so that to the end of 2017 is included. That will be 100 years of information in it.

I can be reached by phone 403-485-2162 (home), 403-485-2168 (Archives) or by email at naldred@telus.net if there are any questions. Thanks for your consideration of my proposals.

N. Aldred

Norma Aldred, Secretary
Vulcan and District Historical Society

2. Proposed Vulcan Cemetery Entrance

- 23' wide archway with 14' clearance in the center
- 22' high 4.5" diameter poles with 4.75" diameter ball finials
- Archway is approximately 20" in depth with plasma cut text to read "VULCAN CEMETERY" with "EST 1917" underneath
- To be constructed in three(3) pieces and bolted together
- Sandblasted and epoxy painted black
- Finished design may be slightly different.

3. Rural Community Facility Fingerboard Sign

Directional signs on corner of Highway 534 (Elizabeth Street).
•Has to be applied for by the owner.
•Cost is about $100 each
•Suggest that there be one facing west and one facing east at the corner by the water treatment plant.

4.Communities in Bloom

•Communities in Bloom have indicated that they may be interested in providing some self-watering planters, but want to see what improvements are being suggested overall before they commit.

5. Vulcan Cemetery book

•I am updating the Vulcan Cemetery book that was originally done in 1993 and updated by myself to 2012, so that the new version will include the burial information for the first 100 years of the cemetery. It contains the full name, headstone transcription, date of death, age, and location of the plot for each person buried there.

6. Town of Vulcan website link

•I suggest that there be a link to the Find a Grave site for Vulcan Cemetery put on the town webpage about the cemetery. The plot location is given there. This would facilitate the use of the map and simplify it for those who cannot get to the town office for this information. This is what the town of Taber has done.

Proposed Vulcan Cemetery map sign

To be located at the first intersection from
the south entrance, by the bench.
The map will be metal, 4 ft x 6 ft.
The frame will be similar to this one.
(The flowers and planters are not included.)

ITEM 11.4

Town of Vulcan

Request for Decision (RFD)

Arena Boiler Replacement

Meeting:	Regular Council
Meeting Date:	**September 11, 2017**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Public Works had to do an immediate replacement of the boiler in the Zamboni room on the week of August 21, 2017. The primary purpose of this boiler is for making ice and flooding.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

This boiler was used when it was installed over 10 years ago. Regular maintenance has been done on this boiler, continual buildup of scale restricts flow and caused combustion issues.

Based on the age of the unit and the increased amount of maintenance needed it was decided that the unit should be replaced. The Public Works foreman requested approval from Administration to immediately replace the boiler. Three local quotes were received and the lowest quote was approved. The cost to replace the existing boiler came in at $8,379.60.

COSTS / SOURCE OF FUNDING (if applicable):

As this will take the Arena Repair and Maintenance over budget Stew is requesting that $5,000.00 be drawn from the Arena Reserve to cover the cost of this boiler.

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves the request to draw $5,000.00 from the Arena Capital Reserve to be allocated to the Arena Repair and Maintenance Operation budget in order to offset a portion of the expenses for the boiler replacement.

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

Town of Vulcan ALBERTA

WHEAT COUNTRY VULCAN

ADMINISTRATION REPORT

TO: **TOWN COUNCIL**

FROM: **Kim Fath, CAO**

DATE: **September 7th, 2017**

Background

On the week of August 21st 2017 Public Works had to do an immediate replacement of the boiler in the Zamboni room. The primary purpose of this boiler is for making ice and flooding.

Discussion

This boiler was used when it was installed over 10 years ago. Although regular maintenance is done on this boiler, the continual build up of scale restricts flow and causes combustion issues. Last season they acid treated the boiler 6 times in order to deal with scaling issues, which was working well. In preparation for the upcoming season, maintenance was performed on the boiler and the next day a significant leak developed.

Based on the age of the unit and the increased amount of maintenance needed it was decided that the unit should be replaced. Because of the timing of council meetings and the startup of the arena, Stew requested approval from administration to immediately replace the boiler. Three local quotes for this work were received and the lowest quote was approved. The cost to replace the existing boiler came in at $8,379.60

As this will take the Arena repair and maintenance over budget Stew is requesting that $5,000.00 be drawn from the Arena Reserve to cover the cost of this boiler.

Consideration

Council is asked to consider drawing $5,000.00 from the Arena Capital Reserve to be allocated to the Arena Repair and Maintenance Operation budget in order to offset a portion of the expenses for the boiler replacement.

Kim Fath
Chief Administrative Officer

Town Of Vulcan

Memo

To: Kim Fath

From: Stew Birch

cc: Town Council

Date: September 5, 2017

Re: Arena Boiler

Kim

In regards to having to replace the boiler in the Zamboni room at the arena. With this being an unforeseen repair that had to be done at a cost of $8379.60 this will put the arena repair and maintenance over budget. I would like to request that $5000.00 be paid out of the arena reserve and the remaining 3379.60 be paid out of the repair and maintenance budget leaving a balance of $3200.00 in the operational budget to get us to the end of the year

Thank you for your time on this matter

Stewart Birch

ITEM 11.5

Town of Vulcan

Request for Decision (RFD)

Fire Apparatus Purchase Proposal

Meeting:	Regular Council
Meeting Date:	**September 11, 2017**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Over the last few years the Fire Chief has discussed with administration and council, the need to consider purchasing a new fire apparatus for the Town of Vulcan.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

At the August 22, 2016 Regular Council Meeting a motion to explore a joint purchase of a fire apparatus with the Vulcan County was approved. It was decided to delay the purchase of this apparatus until a Fire Services Agreement could be signed.

The Fire Chief has brought forward a recommendation for the purchase of an apparatus for the Town of Vulcan based on the funding allocated by Council in the 2017 capital budget.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves moving forward with the purchase of the Fire Apparatus as recommended, OR

THAT Councillor _____ moves that this matter be deferred until such time as the Town Council can meet with County Council to discuss the possibility of resuming the negotiations of the Fire Services Agreement.

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

Town of Vulcan ALBERTA

WHEAT COUNTRY VULCAN

ADMINISTRATION REPORT

TO: **TOWN COUNCIL**

FROM: **Kim Fath, CAO**

DATE: **September 8th, 2017**

Background

Over the last few years the Fire Chief has discussed with administration and council, the need to consider purchasing a new fire apparatus for the Town of Vulcan.

Discussion

At the August 22, 2016 regular Council meeting a motion to explore a joint purchase of a fire apparatus with the Vulcan County was approved. It was decided to delay the purchase of this apparatus until a Fire Services Agreement could be signed. Negotiations for this agreement have developed unsuccessfully.

The Fire Chief has brought forward a recommendation for the purchase of an apparatus for the Town of Vulcan based on the funding that was allocated by Council in the 2017 capital budget.

This new proposal was discussed by the membership of station 18 and is being brought forward as their recommendation to Council. This apparatus would not be jointly owned or operated.

Consideration

Council is asked to consider moving forward with the purchase of the Fire Apparatus as recommended, or deferring this until such time as the Town Council can meet with County Council to discuss the possibility of resuming the negotiations of the Fire Services Agreement.

Kim Fath
Chief Administrative Officer

Vulcan Fire Department
Office of the Fire Chief

September 6, 2017

PURPOSAL FOR FIRE APPARATUS

As Fire Chief for the Town of Vulcan I recommend that we purchase a preowned aerial apparatus. At this time we have to look at a preowned aerial instead on a new one due to the cost of a new aerial. With the purchase of an aerial we will be better equipped to provide fire protection throughout the Town of Vulcan. This recommendation is based on the safety of our firefighters during operations as well using the amount of man power needed to perform safe operation on an incident scene. The portable ladders that we have available to us will not reach the upper windows or roofs on a number of buildings in our community. A number of structures within our response area would be better protected. Any future development of structures within the Town of Vulcan could be 3 stories and above without large insurance premiums. The preowned aerials that we would look at would also have a large enough pumping capacity to assist in our ULC rating. Our ULC rating should become better as we will be able to use rating of the aerial as well to help. This should filter to all tax payers as a savings on insurance premiums. Because this is a purchase that will last us 10-15 years we need to look towards the future and ensure we have the best options and equipment that we can afford to continue to provide the best service to our community.

Respectfully,

Aaron Grant,
Fire Chief, EMT-A
Vulcan Fire Department
Cell: (403)485-1855
vfd1801@gmail.com

Kim Fath

From: Aaron Grant <vfd1801@gmail.com>
Sent: September-07-17 9:37 PM
To: Kim Fath
Subject: Fire Apparatus Purposal
Attachments: Recommedation of Aerial Apparatus purchase.docx

Kim,

Attached is my letter to council in regards to the purchase on a new fire apparatus. The membership has done a lot of thought and has considered a lot of different options to this purchase. At this time the recommendation from myself and the membership is to purchase a preowned aerial apparatus. There is many pros and cons to buying new and preowned. We believe we have made the right choice for the Town of Vulcan at this time with the budget that we have available to us. If approved we will have tender documents (with your help I hope) ready to be sent out by the Wednesday after council meeting. If you have any questions please call.

Thanks,

Aaron Grant
Vulcan Fire Chief
Vulcan Fire Department
403-485-1855

ITEM 13.1

Town of Vulcan

Request for Decision (RFD)

Management Reports

Meeting:	Regular Council
Meeting Date:	**September 11, 2017**
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) Recreation Director – Bonnie Ellis

(E) Community Peace Officer – Justin Vallee

(F) Fire Chief – Aaron Grant

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

Moved by Councillor _____ THAT this Council receives for information the management reports for the period ending September 11, 2017.

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

ADMINISTRATOR'S REPORT

TO: **TOWN COUNCIL**

FROM: **Kim Fath, CAO**

DATE: **September 7th, 2017**

Fire Department

On August 18th I met with Aaron, Brett, Nels Doug, and Peter to discuss a few of the issues that have come forward with the County forming a separate fire department. The division of equipment has raised many questions as to who should have ownership of what assets. Based on a previous discussion of the Mayor and Reeve, it was argued that until such time as we can clearly identify who owns an individual asset, it should be assumed that they are available to both departments for use. This seemed to be agreeable at the meeting but changed the next week when the County moved forward with arranging equipment within the fire hall in order to designate individual stalls specifically for the Town of Vulcan, further dividing the two departments and limiting access to the efficient use of all the equipment. The County has put forward a mutual aid agreement for council consideration. This agreement only allows for individual departments to be toned out to provide assistance to each other, it does not address how the departments will work together to make use of the jointly owned assets.

402 Center Street

We have received correspondence in regards to the court application for the demolition, it has been withdrawn. We can assume that someone has moved forward with claiming the estate.

Still Standing

The August 28th sneak-peek for the Still Standing episode filmed in Vulcan was well attended. We have received many positive comments regarding the way the Town was represented. The shows content proved how our community rolls with the punches and how quickly things can change.

Open House for Election Candidates

On September 6th council held an open house for potential election candidates in hopes of sharing information about the role of Councillor for the Town. We had 3 interested people attend, who also left with nomination packages. Overall the feeling was that it was successful.

EDF Solar Park

EDF has provided the feedback from the Open House held on July 25th. I have provided a copy for councils review. EDF felt that the feedback was positive and would like to move forward with perusing the lease agreement for this property. Nancy will work with ORRSC to prepare the amendments to the bylaws should council want to proceed.

Meetings of Interest

Martin Shields – Administration Visit - August 16th
Vulcan Tourism - Chair and Vice – Organizational Discussions – August 17th
Joe Brophy – Various Issues – August 18th
Vulcan Fire – Station 18&27 – Equipment Discussion – August 18th
Still Standing – CRC Episode Preview – August 28th
Vacation – August 21st – September 1st
Open House – Election Candidates – September 6th

MANAGEMENT ACTIVITIES REPORT

Attached is the management activities report for the period of June 12th, 2017 to August 14th, 2017.

Kim Fath
Chief Administrative Officer

Management Activity Report

#	Subject	Meeting	Date	Motion No.	Action	By	Completion Date
95	Bylaw No. 1461-17 Amend LUB 1437-15	RC	12-Jun-17	17.291-220	Sign Bylaw and put in binder; send Copy of Resolution to Development Officer Send signed bylaw to ORRSC	KF/KR	14-Jun-17
96	Bylaw No. 1462-17 Municipal Borrowing Bylaw	RC	12-Jun-17	17.221-224	Sign Bylaw and put in binder; give Copy to Finance Dept; Copy of Resolution to Finance Dept	KR/KR	14-Jun-17
97	Bulaw No. 1463-17 Designation of Vulcan Advocate Bldg as Municipal Heritage Resource	RC	12-Jun-17	17.225-228	Sign Bylaw and put in binder and give copies to Development Officer Copy of Resolution to Development Off.	KF/KR	29-Jun-17
98	Policy Amendments	RC	12-Jun-17	17.229-231	Administration to Update Policy Binder	KF/KR	16-Jun-17
99	Amend Policy PL-12 - Commercial Development Incentive and Business Resource	RC	12-Jun-17	17.232	Policy to be brought forward at June 19 Public Meeting and brought back to June 26 Council Meeting	KF/KR	15-Jun-17
100	Policy Amendments	RC	12-Jun-17	17.233-234	Administration to Update Policy Binder	KF/KR	16-Jun-17
101	Vulcan Recreation Committee Pool Fundraiser Request	RC	12-Jun-17	17.235	Send approval of request to Recreation Office Copy of Resolution to Finance Dept	KF/KR	23-Jun-17
102	Vulcan Golf & Country Club Donation Request	RC	12-Jun-17	17.236	Notify Golf Club of denial of request and support for a grant application; Copy of Resolution	KF/KR	29-Jun-17
103	Palliser Trustee Election October 16/17	RC	12-Jun-17	17.237	Sign contracts and return one to Palliser Copy of Resolution	KF/KR	14-Jun-17
104	Still Standing Advance Screening on August 28, 2017	RC	12-Jun-17	17.238	Cancel August 28, 2017 Council Meeting	KF/KR	12-Jun-17
105	Vulcan & Distric Tourism Society Street Closure Request Vulcan & District Tourism Society Name Proposal	RC RC	12-Jun-17 12-Jun-17	17.241 17.242	Send approval for Street Closure for VulCon Parade; notifiy Vulcan Advocate; Copy of Resolution Public Work Send approval for Naming of Green Space on Sevice Road to Klingon Way Copy of Resolution Public Works	KF/KR	23-Jun-17
106	VBDS Promotional Video	RC	12-Jun-17	17.243	Notify VBDS of Councils approval Place Video on Town's website	KF/KR	26-Jul-17
107	Street Light Pole Replacement	RC	12-Jun-17	17.244	Send approval to Public Works dept for installation of new LED street lights Copy of Resolution Copy of Resolution to Finance Dept	KF/KR	14-Jun-17
108	Community Futures Highwood Shareholder Vote	RC	12-Jun-17	17.245	Notifiy CFH of appointment of Councillor Howard Copy of Resolution cc Councillor Rick Howard	KF/KR	
109	Parade Float	RC	12-Jun-17	17.246	Set up meeting with Float Committee to discuss new float	KF/KR	14-Jun-17
110	Policy Amendments	RC	26-Jun-17	17.250-252	Administration to update Policy Binder	KF/KR	26-Jun-17
111	Policy Amendments	RC	26-Jun-17	17.257-262	Administration to update Policy Binder	KF/KR	26-Jun-17
112	Rescind Policy Cp9 - Vulcan Tourism Electronic Sign	RC	26-Jun-17	17.263	Update Policy Binder and send CofR to Vulcan Tourism Society	KF/KR	29-Jun-17
113	Town of High River Resolution Proposal	RC	26-Jun-17	17.264	Send reply for approval of resolution to Town of High River Copy of Resolution	KF/KR	29-Jun-17
BY: KF/Kim Fath NN/Nancy Nuefeld SB/Stew Birch BE/Bonnie Ellis JMcC/Janice McCallum/Campbell KR/Karen Rose JV/Justin Vallee							
#	Subject	Meeting	Date	Motion No.	Action	By	Completion Date
114	Policy Admendments	RC	10-Jul-17	17.269-272	Administration to Update Policy Binder	KF/KR	14-Jul-17
115	Amend Policy C-04 - Facility Banners & Advertising Signage	RC	10-Jul-17	17.273	Amend Line 3.6 in policy and bring back to next Council Meeting		24-Jul-17
116	Amend Policy C-07 - Swimming Pool	RC	10-Jul-17	17.274 17.275	Amend Line 7.2 to read normal school operting and normal school closing time Administration to update Policy Binder		14-Jul-17
117	Vulcan Golf Course Request to Rent Two Campsites At Virginia Mitchell Park	RC	10-Jul-17	17.276	Send letter approving the rental of two stalls at VMMP for a two month period Copy of Resolution to Public Works, Finance	KF/KR	13-Jul-17
118	Inter-Municipal Development Plan Ad-Hock Committee	RC	10-Jul-17	17.277	Send letter to ORRSC approving Ad-Hoc Committee Copy of Resolution to Development Officer, Ian MacDougall ORRSC, John Seaman	KF/KR	13-Jul-17
119	Twin Valley Regional Water Services Commission Business Plan	RC	10-Jul-17	17.278	Send letter advising TVRWSC that Council does not support business plan as amended Copy of Resolution	KF/KR	12-Jul-17
120	Donation of Old Skateboard Park Equipment	RC	10-Jul-17	17.279	Send letter to Recreation Dept approving request to donate old skateboard equipment to Village of Lomond Copy of Resolution Recreation Department, Public Works	KF/KR	13-Jul-17
121	Amend Policy C-04 - Facility Banners & Advertising Signage	RC	24-Jul-17	17.286	Administration to update Policy Binder	KF/KR	25-Jul-17
122	Correspondence and Informmation Items	RC	24-Jul-17	17.289	Forward Correspondence 8.1.A to Recreation Dept and 8.1.E to Vulcan Fire Chief Gave Copy of letter to Rec Dept and email copy of letter to Fire Chief	KF/KR	25-Jul-17
123	Policy Adjustments	RC	24-Jul-17	17.291-295	Administration to update Policy Binder	KF/KR	25-Jul-17
124	Community Group Storage Compound	RC	24-Jul-17	17.296	Send Copy of Resolution to Finance Manager, Development Officer, Public Works Foreman	KF/KR	25-Jul-17
125	Development Officer Appointment	RC	24-Jul-17	17.299	Send Copy of Resolution to Development Officer	KF/KR	25-Jul-17
BY: KF/Kim Fath NN/Nancy Nuefeld SB/Stew Birch BE/Bonnie Ellis JMcC/Janice McCallum/Campbell KR/Karen Rose JV/Justin Vallee							
#	Subject	Meeting	Date	Motion No.	Action	By	Completion Date
126	2017 Election Open House	RC	14-Aug-17	17.302	Send notice to Vulcan Advocate for Open House Arrange for set up for Open House	KF/KR	16-Aug-17 6-Sep-17
127	Inspection of Twin Valley Regional Waterworks System	RC	14-Aug-17	17.305	Administration to send a letter responding to Alberta Environment and Parks letter	KF/KR	15-Aug-17
128	Policy Adjustments	RC	14-Aug-17	17.308-312	Administration to update Policy Binder	KF/KR	16-Aug-17
129	Bylaw No. 1464-17 Municipal Development Plan Amendment	RC	14-Aug-17	17.313	Send public hearting notice to Vulcan Advocate and set Public Hearing for September 25 Council Meeting Copy of Resolution for Development Officer	KR/KR	17-Aug-17
130	Solar Park Kiosk	RC	14-Aug-17	17.314	Copy of Resolution for Finance Officer	KF/KR	16-Aug-17
131	Ad-Hoc Pool Build Committee	RC	14-Aug-17	17.315-317	Send Copy of Resolution to Recreation Director	KF/KR	16-Aug-17
132	1st Avenue South Rehabilitation	RC	14-Aug-17	17.318	Send Copy of Resolution to Public Works Foreman and Finance Officer	KF/KR	16-Aug-17
133	Twin Valley Regional Water Services Commission	RC	14-Aug-17	17.319	Administration to arrange meeting with TVRWSC and collect necessary information	KF/KR	
BY: KF/Kim Fath NN/Nancy Nuefeld SB/Stew Birch BE/Bonnie Ellis JMcC/Janice McCallum/Campbell KR/Karen Rose JV/Justin Vallee							

KF

MEMO

TO: Council
FROM: Nancy Neufeld, Development Officer
DATE: Report for July, 2017

****See attached report re building permits issued, development permits issued & new business licenses issued for August, 2017.**

MPC meeting August 22, 2017
Draft minutes are contained in the Council agenda package. Next meeting is scheduled for September 19, 2017. The term for the Member-At-Large position held by Randy Wolfe will be up at the end of this year and the position will be advertised.

The development permit for the community storage facility was brought before the Commission. The development permit was denied and recommendation to Council is to pursue other locations. There was strong opposition from neighboring residential property owners.

208-2nd Avenue North
The property owner has not provided a development permit to date as requested by the MPC. MPC will be consulted regarding further action.

Fairways
The developers have been hosting an open house during the weekends. Permission has been granted from this office for the placement of two storage units to be placed on a piece of undeveloped land with conditions for the storage of tools and equipment by the developers as they have experienced theft.

Seniors Facility
Provided information to an interested Developer.

BUILDING PERMITS ISSUED AUGUST, 2017

DATE	PERMIT #	DEVELOPMENT PERMIT	OWNER'S NAME	CONTRACTOR	Job Description	CIVIC ADDRESS	LOT	BLOCK	PLAN
Aug 15/17	TVC B 0024 17MU	N/A	Stuart Kirk	Problem Solvers Con	Deck	526-2 Street South	7 8	R	9833GF
Aug 29/17	TVC B 0025 17MU	N/A	Alberta Health Services	Westcor Construction	Emergency Generator Pad	610 Elizabeth Street	1	58	8110306

DEVELOPMENT PERMITS ISSUED AUGUST 2017

DATE	PERMIT #	NAME	DEVELOPMENT DESCRIPTION		ZONE	CIVIC ADDRESS	APPROVAL	POST UNTIL
July 25/17	D17.27	Town of Vulcan	Discretionary	Shipping Containers - Discretionary Use - Community Storage Facility for non-profit groups	P-1	215-4th Street North	Denied MPC Aug 22/17	Sept 13/17
July 26/17	D17.28	Travis Bruneau	Permitted	Home Occupation I	R-1	136 Aspen Way	July 26/17	August 9/17
July 28/17	D17.29	Vulcan Golf & Country Club	Discretionary	Club & Fraternal Organization (Development of 3 hole golf course)	P-1	114-10th Avenue South	Approved MPC Aug 22/17	Sept 13/17
Aug 2/17	D17.30	R.A. West Int Inc	Discretionary	Shipping Containers	C-2	285 Service Rd NW	Approved MPC Aug 22/17	Sept 13/17

NEW BUSINESS LICENSES ISSUED AUGUST, 2017

DATE	LIC #	COMPANY NAME	TYPE OF BUSINESS	VULCAN CIVIC ADDRESS
Aug 28/17	1019	Sandcastle Stucco	Stucco Contractor	
Aug 31/17	1020	Watershed Exteriors	Roofing, Siding, Soffit/Facia	

Town of Vulcan
Public Works
Month End Report

Month of: August 2017

Faciliites:

- The furnaces at the tourist center I have held Dallas off on doing them with the hot weather that we have been getting I did not want to shut down the air conditioning to the building. With an early harvest we are looking at doing them in September
- The pool closed August 31st
- Working in arena painting and minor repairs
- Startech will be here the week of September 5th to start up Arena compressor
- Had to replace the boiler in the back room which is used mainly for hot water to flood the ice surface though out of season when we tested it we were unable to keep it operating and then it started leaking. I received three quotes and had PJS Mechanical do the work and replace boiler at a cost of $8,379.60. This was an unexpected repair that had to be done and will put us over on repair and maintenance with four months to go before new budget year.
- Public works replaced the hot water tank at the pool which is used for the concession and washrooms

Streets:

- Street lights for the east side of the tracks on Centre Street are expected to arrive the week of September 19th talking to EECOL they are lining up to do the work the week of September 25th
- The berm by the parking lot beside the dog park we are having trouble getting the grass to grow mainly due to the hot weather plan is to seed it again early spring time
- Fortis has reinstalled the light pole on the two hundred block of 2nd street
- Have been in contact with McNally and CIMA about the sod on second street south. With discussions back and forth it was decided to try seeding into the sod to try get a better catch of grass growing. Public works has reseed the area and will continue to water the area in which we have been doing trying to save what grass is growing in the heat that we are getting. If the reseed is unsuccessful with the talks with McNally they do not have to warranty the sod (when the sod was placed it was made clear to CIMA that there would be no warranty) But they would be willing to look at a cost share with the town to fix the issue possible they buy the sod and the town places the sod
- Public works did asphalt crack sealing on the walking path and also on some areas in town in which the road surface is still in good shape. With this being the first year in some time that this work has been done depending on how the product we used holds up will look at increasing this scope of work next year.
- 543 feet of sidewalk was replaced in July which includes two handicap ramps

- Public works has been continually watering seeded areas and new trees(from past three years) with the lack of rain and steady heat the trees are showing stress and hopefully with steady watering we can save them. Watering all areas takes on average 4 hours a day with the grass not growing it keeps the summer students busy
- Korthious tree care was in and removed two problem popular trees by the elementary school
- In August we sprayed the weeds in the streets and avenues
- Vulcan county and public works plan to start the road work on 1st ave the week of September 5th
- Working on trimming trees and hedges in back alleys to enable equipment to be able to work in alleys without hitting low hanging branches

Water & Sewer:

- Tested all alarms at lift stations and water plant.
- The hydrant at 6th ave and center street has been repaired by public works
- Public works did one sewer service repair on 1st street south
- Public works did two water service repairs

Water Plant (contracted)

- Minor repair and maintenance in water plant
- Hack service was in and inspected and certified all online and lab equipment as for our approval for Alberta environment

Parks:

- Mowing and weed whipping when needed
- The new flag pole has been installed by public works
- The Klingon street sign has been installed

Cemetery: One opening and closing

Equipment:

- General equipment maintenance on equipment

Personnel:

- August 31st was the last day for the summer students
- Dave and Grant will be attending the level one arena course the end of September

Other:

- Public works assisted with getting ready for the rodeo

Stew Birch Town Foreman

September 7, 2017 TOWN OF VULCAN RECREATION REPORT

Prepared By Bonnie Ellis Recreation Director

Pool Fundraising:

The Lions Club has raised $444,000. So far. They have many grants that are in the works. The club is coming up with fun and different fundraising events to continue on to meet our goal.

The Milo recreation board and the town recreation office are working on a joint fundraising idea, we don't have all the details yet but I will keep you informed when we do.

$325 was raised at the Still Standing event for the Vulcan pool.

Programming:

August 28th we hosted a community viewing of Still Standing at the CRC. It was well attended. Pictures of our event are online on the rec facebook account.

Aug 31st Last day at the pool – Foam party 11-3 was a hit over the course of the day it is estimated that over 300 attend this event. I personally talked with a few families from Arrowwood and they said they can't wait for the new pool to be built.

Summer camp registration is at 65 with registrations still coming in for the 2 remaining camps at the end of Aug.

Adult Slo Pitch had their finals Aug 1 and 3 we have 6 teams from town and county in the league. Milo Maffia were the league winners. We had Wayne Shearer come out and umpire for us.

Weekly Activities: floor hockey and golfing and fishing have finished up. I will be talking with Channing to evaluate the programs for next year.

Sept 23rd Vulcan Fall Fair, switching it up a bit. We will have our breakfast hosted by the Lions Club but I will have live music there while people are eating. We will also have our frame games set up in the small gym along with a princes and pirate tea (extra cost). I am also purchasing the use of a bounce to go along with our hay jump and pumpkin paint to set up outside. We will have farmers market with table costing $10 each. And then the bench show which I have talked to the schools they will have entries in this year and hopefully it will bring people over the event.

Pool

It has been a great season at the pool. We had 7 senior guards, 5 junior and 6 apprentices. The apprentice program has been helping strengthen our junior guard number over the last couple of years.

Lesson number are good with 345 lesson signed up for this season. Private Pool rentals are down this year again

Fall/Winter Guide: the guide is at the printers we will be getting over 2000 copies printed and mailed out county wide. Fewer are printed in the fall as we don't need extra for the pools. Interest in ads is still high and the clubs and programs have increased. Milo recreation is doing a great job getting all their information out to us to put in the guide also.

Movies

We have shown Doctor Strange (7), Guardian of the Galaxy 2(75), and Pirates of the Caribbean 5(125).

We had our first sponsored movie by Axia and that was Pirates of the Caribbean 5

GoalLine Registration: we have had 1238 people sign register on the system and 992 people signing up for programs in the system.

I has saved us time in not having to input all the paper work that goes on with each program, and we have run the most programs ever for the Town this year. Like every new process not all people have been happy with the system but overall the feedback in this office especially with people who have registered their child and now have gone back in to sign their child up for a couple of summer programs, they have commented how easy it was to sign up for more programs. The recreation office had a learning curve in this also so some of the problems were with our learning curve not the program but we think we have worked them all out.

Info:

Vulcan Prevents Cancer has purchased 6 signs and we have spaced them out on the walking path. With healthy health tips and recreation information displayed on them.

Meetings:

I attended the MPC meeting in concerns with the proposed seacan storage facility on the north side of town by the concrete plant. We had 4 people from the various groups who attended to show support for the facility but MPC turned it down. I have requested that the MPC revisit this request as the land owners who attend did say that they would like some other conditions to make them agree with this proposal. I think this is such a needed facility and we really don't have any other viable place in town that I know of with great access for all users.

Other

I will be attending the International Play Conference Sept 13-16 in Calgary.

Channing is looking for courses to help with creating the recreation guide.

PEACE OFFICER PROGRAM
Managers' Report – August 2017

- ❑ From August 1st to August 31st; Fifty-nine (59) files were created.
  - Fifty (50) Traffic Stops
    - ➢ Thirty-eight (38) Offence Notices Totalling $5614.00 in fines
    - ➢ Twelve (12) Warnings
  - Four (4) Animal Control Calls
  - Two (2) Unsightly Premises
    - ➢ One (1) Remedial Order was served
  - One (1) Event File was created
    - ➢ Sid Hartung Rodeo
- ❑ Continued with my heavy enforcement in the Centre Street Playground Zone. Twenty-six (26) traffic stops were conducted within playground zones and twenty-one (21) Offence Notices were written for speeding in excess of 30 km/h. The average speed when exceeding the speed limit is 45 km/h.
- ❑ Elizabeth Street remains a concern, this month I recorded speeds as high as 92 km/h on this road.
- ❑ The Sid Hartung Rodeo brought a massive boost to the volume of traffic in Town. Five (5) intersection violations were handed out at the 1st Avenue and Centre Street 4-way on the Saturday.
- ❑ Working on a joint operation with Cst. Pearce (RCMP) in building a Positive Ticket program to bring to the community.
- ❑ Working with Recreation Dept. on development of a Bike Rodeo Event to be held in the New Year.

Plans for September

- ❑ Increased presence and continued focus on traffic enforcement. This will continue until we see a significant decrease in offences.
  - Areas for Concern include:
    - ➢ Centre Street Pool Block
    - ➢ Centre Street Downtown; 4-way stops and illegal U-Turns
    - ➢ 1st Avenue, primarily South. Excessive Speed and high pedestrian count.
    - ➢ Elizabeth Street, West entrance to town.
    - ➢ Elizabeth Street, Playground Zone and crosswalk.
- ❑ Work on securing sponsorship and final design for Positive Ticket Program.
- ❑ Constable Pearce and I are exploring the idea of a contest for the Positive Ticket logo design. We are approaching the Administration of the Elementary School with this idea.
- ❑ Work on securing involvement from the different agencies for Bike Rodeo.
- ❑ Starting on the first day of school, a visible presence will be made at the Elizabeth Street crossings, and around the elementary school. Speed will of course be the focus, however Restraints

(seatbelts) and distracted driving violations are also being observed and an effort will be made to educate first, leading to enforcement.

- ❑ As per invitation from the Town Fire Chief, I will be present at Mass Registration Night at Prarieview Elementary for a Car Seat Clinic with the Fire Department.
- ❑ Further education regarding the proper off-season storage of RV's. The plan is to strictly enforce the Land Use Bylaw section regarding storage of recreational vehicles this year. We've been putting a lot of reminders out all summer in hope of curbing the amount of offences this year.

MONTHLY STATISTICS Statistics from: 8/1/2017 12:00:00AM to 8/31/2017 11:59:00PM

Count of Reports Completed

File/ Complaint Report	8	13.6%
Officer Generated File	1	1.7%
Ticket/ Warnings	50	84.7%
Total:	59	100.0%

Comparison of Citations and Warnings

Statistics from: 8/1/2017 12:00:00AM to 8/31/2017 11:59:00PM

Citations vs Warnings

Count of Incident Types

115.1(1)(A) OP VEH WHILE HOLDING/VEIWING CELL - OP VEH WHILE HOLDING/VEIWING CELL		2.0%
160(1) OWNER OF MV IN CONTRAVENTION OF SEC - TSA	1	2.0%
57 F/T OBEY TRAFFIC CONTROL DEVICE - USE OF HWY/RORR	1	2.0%
CONTROL OF DOGS	1	2.0%
36(2)(C) F/T STOP BEFORE ENTERING INTERSECTING ROADWAY - USE OF HWY/RORR	2	4.0%
37(A) F/TOBEY STOP SIGN - USE OF HWY/RORR	4	8.0%
115(2)(P) EXCEED MAXIMUM POSTED SPEED LIMIT - TSA	14	28.0%
115(2)(R) EXCEED SPEED DURING PRESCRIBED TIMES - TSA	26	52.0%
Total:	50	100.0%

115.1(1)(A) OP VEH WHILE HOLDING/VEIWING CELL - OP VEH WHILE HOLDING/VEIWING CELL

Location	Case Number	Incident Type	Officer	Date
Ticket/ Warnings				
VULCAN	A19354635R	115.1(1)(A) OP VEH WHILE HOLDING/VEIWING CELL - OP VEH WHILE HOLDING/VEIWING CELL	JUSTIN VALLEE	2017/08/10 1410

Specific Location
1ST AVENUE SOUTH VULCAN AB T0L2B0 CANADA

2.00% # of Reports: 1 Ticket/ Warnings 115.1(1)(A) OP VEH WHILE HOLDING/VEIWING CELL - OP VEH WHILE HOLDING/VEIWING CELL

160(1) OWNER OF MV IN CONTRAVENTION OF SEC - TSA

Vulcan Fire Department
Office of the Fire Chief

September 6, 2017

Management Report

To the end of August 2017, Vulcan Fire Department has responded to the following:

Call Type	2016	2017
Fire Response	1	1
Grassland	1	
Rescue		
Hazmat		
Gas Leaks		1
MVC		3
Mutual Aid		
Medical Assist	26	30
First Response	9	13
Service Call	3	3
False Alarm	11	3
Total Calls	51	54

First Response = No Ems from Vulcan

Total Calls to the end of August 2016 -51

Total Calls to the end of August 2017-54

The total call report is for Town of Vulcan only.

General Operations

- The County is changing all the radios for all the Fire Departments to AFRRCS radios in November. This will make mutual aid very difficult when this happens. The County Fire trucks will have our frequency in their radios, but will not be able to monitor their frequency and ours at the same time. Their hand held radios will not have our frequency so we will not be able to communicate fire fighter to fire fighter. We will have to look into new radios soon as we had planned to use AFRRCS with the County and ours will be coming to end of life expectancy in the near future.
- There have been many issues with the division of Vulcan Fire Department already and I foresee further issues as we continue forward. Equipment and personal are still the big

issues right now. Hopefully we can get this sorted out soon for the benefit communities. Personal are being stretched thin for those who are on both departments.

- At this time we have canceled having on call staff for long weekends as we have to re-evaluate budget for this as it was split between Town and County. Also having staff from both departments being on call would make logistics of who goes to what call when and how a nightmare at this time.
- The members of the Vulcan Fire Department have sent a proposal for a new apparatus to the Town of Vulcan CAO.

Membership/Recruitment

- Our membership is now at 17 members. We have currently 11 members that are Town only and 6 members that currently working for both. We are still actively recruiting members for the Fire Dept.

Training

- We are working on recertifying members in CPR and First Aid.
- We now have the following medical trained staff:
    - 1-EMT-P(Advanced Care Paramedic)
    - 3-EMT-A (Primary Care Paramedic)
    - 2-EMR (Emergency Medical Responder)
- All, but 3 new members have now completed their ICS 100.
- All of our current members have completed their NFPA 1001, level 1 program (Basic Fire Fighter Standard).
- 3 of our new members will need their NFPA 1001, level 1
- In 2017 training plans are being adjusted due to recent changes, but hopeful will include NFPA 1051, H2S alive, First Aid, CPR, and Targeted Responder (more advanced airway, Oxygen Therapy etc.)

Fire Prevention/Public Relations

- Ayden Grant has been working on social media plans; Vulcan Fire Department Facebook page is up and running. This will allow us to use social media to assist in Fire Prevention and Recruitment.

- The Vulcan Fire Dept. assisted with the Sid Hartung Memorial Rodeo by providing water for the Rodeo grounds. We also put on a pancake breakfast which we served over 100 people.

Respectfully,

Aaron Grant,
Fire Chief, EMT-A
Vulcan Fire Department
(403)485-1855
vfd1801@gmail.com

ITEM 14.1

Town of Vulcan

Request for Decision (RFD)

Proposed Fire Mutual Aid Agreement

Meeting:	Regular Council
Meeting Date:	**September 11, 2017**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

The Vulcan County has presented Town Council with a proposed Mutual Aid Agreement for Fire Protection within our municipalities.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

As this discussion may potentially bring forward amendments to the terms of the agreement, Council may wish to close this portion of the meeting to the public under the Freedom of Information and Protection of Privacy Act, Part 1 Division 2.

23(1) The head of a local public body may refuse to disclose information to an Applicant if the disclosure could reasonably be expected to reveal

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT

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