

**AGENDA FOR THE REGULAR MEETING OF COUNCIL
TO BE HELD IN THE TOWN OF VULCAN COUNCIL CHAMBERS
ON MONDAY, JULY 24, 2017
COMMENCING AT 7:00 PM**

1.0 Call to Order:

2.0 Public Hearing – NIL

3.0 Delegations - NIL

4.0 Adoption of Agenda

5.0 Adoption of Previous Minutes

5.1 Regular Council Meeting Minutes – July 10, 2017

6.0 Unfinished Business

6.1 Amend Policy C-04 – Facility Banners and Advertising Signage

7.0 Financial Statements

7.1 Cash Statement – Ending June 03, 2017

7.2 Year-to-Date Statement – Ending June 30, 2017

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 C-08 – Donated Trees and Benches
- 10.2 Amend Policy C-09 – Off Leash Dog Area
- 10.3 Amend Policy C-10 – Ball Diamond Maintenance
- 10.4 Rescind Policy C-6 – Banners/Advertising on Town Property
- 10.5 Rescind Policy PU-6 – Kinsmen Playgrounds and Parks

11.0 New Business

- 11.1 Community Group Storage Compound
- 11.2 Vulcan Town and County Fire Protection
- 11.3 Chief Administrative Officer Holidays

12.0 Notice of Motion

13.0 Management Reports - NIL

14.0 In-Camera - NIL

15.0 Adjournment

Town of Vulcan

Request for Decision (RFD)

Adoption of Previous Minutes Regular Council Meeting July 10, 2017

Meeting:	Regular Council
Meeting Date:	July 24, 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, July 10, 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, July 10, 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, JULY 10th, 2017**

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

1.0 Call to Order: Mayor Tom Grant called the meeting to order at 7:00 p.m.

2.0 Public Hearings - NIL

3.0 Delegations

The Chief Administrative Officer on behalf of Martin Shields, Member of Parliament for Bow River, presented to Council a Certificate of Appreciation in recognition of the outstanding contributions from the Vulcan community for the Canada 150 celebrations.

4.0 Adoption of Agenda

➤ 14.1 Fire Agreement – Div. Part 1 FOIP Act Section 23/9

Motion No.: 17.265

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

5.0 Adoption of Previous Minutes

5.1 Regular Council Meeting Minutes

The Minutes of the Regular Meeting of Council, held in the Town of Vulcan Council Chamber on Monday, June 24, 2017 were presented to Council.

Motion No.: 17.266

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

6.0 Unfinished Business - NIL

7.0 Financial Reports - NIL

8.0 Correspondence and Information Items

- 8.1 The Correspondence and Information Items for the period ending July 10, 2017 were presented to Council to be received for information.

Motion No.: 17.267

Moved by Councillor Paul Taylor THAT the Correspondence and Information Items for the period ending July 10, 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.: 17.268

Moved by Councillor Rick Howard THAT the minutes and/or verbal reports of Town represented Boards/Committees at the July 10, 2017 Town Council Meeting be received for information.

- Canadian Badlands Board Meeting – Minutes – March 16, 2017
- Vulcan District Waste Commission Meeting – Minutes – April 26, 2017
- Vulcan Golf & Country Club Meeting – Minutes – June 20, 2017

Verbal Reports:

- Councillor Sue Dow
 - Health & Wellness Foundation

- Councillor Paul Taylor
 - Vulcan Golf and Country Club
- Councillor Rick Howard
 - Marquis Foundation
 - Community Futures Highwood
- Mayor Tom Grant
 - Vulcan District Waste Commission

CARRIED UNANIMOUSLY

Bylaws/Policies

10.1 Amend Policy E-05 – Community Peace Officer Standards, Policies, and Procedures Manual

Administration reviewed current policies and requested that Council amend Policy E-05 – Community Peace Officer Standards, Policies and Procedures Manual. The CPO officer has updated Schedule “A” the Community Peace Officer Standards, Policies and Procedures Manual.

Motion No.: 17.269

Moved by Councillor Paul Taylor THAT Council adopts Policy E-05 – Community Peace Officer Standards, Policies and Procedures Manual as amended.

CARRIED UNANIMOUSLY

10.2. Amend Policy C-01 - Arena

Administration reviewed current policies and requested that Council amend Policy C-01 – Arena with changes to the formatting and the description of the guidelines and regulations which will govern the operation of the Vulcan arena.

Motion No.: 17.270

Moved by Councillor Georgia-Lee DeBolt THAT Council adopts Policy C-01 – Arena as amended.

CARRIED UNANIMOUSLY

Initials

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10.3 Adopt Policy C-02 – Facility Rentals

Administration requested that Council adopt Policy C-02 – Facility Rentals to formalize a process for the rental of Town owned and Joint-Use facilities.

Motion No.: 17.271

Moved by Councillor Sue Dow THAT Council adopts Policy C-02 – Facility Rentals as presented.
CARRIED UNANIMOUSLY

10.4 Amend Policy C-03 – Pitch-In Program

Administration reviewed current policies and requested that Council amend Policy C-03 – Pitch-In Program with changes to the formatting and wording of the policy.

Motion No.: 17.272

Moved by Councillor Rick Howard THAT Council adopts Policy C-03 – Pitch-In Program as amended.
CARRIED UNANIMOUSLY

10.5 Amend Policy C-04 – Facility Banners and Advertising Signage

Administration reviewed current policies and requested that Council amend Policy C-04 – Facility Banners and Advertising Signage with changes to the formatting and the wording in the body of the policy.

Motion No.: 17.273

Moved by Councillor Paul Taylor THAT Council directs Administration to amend line 3.6 and then bring back the amended policy to the next Regular Council Meeting for consideration.
CARRIED UNANIMOUSLY

10.6 Amend Policy C-07 – Swimming Pool

Administration reviewed current policies and requested that Council amend Policy C-07 – Swimming Pool with changes to the format and the wording of the policy.

Motion No.: 17.274

Moved by Councillor John Seaman THAT Council directs Administration to amend Line 7.2 to read “between normal school opening time and normal school closing time”.

CARRIED UNANIMOUSLY

Motion No.: 17.275

Moved by Councillor Rick Howard THAT Council adopts Policy C-07 – Swimming Pool as amended.

CARRIED UNANIMOUSLY

11.0 New Business

11.1 Vulcan Golf Course Request to Rent Two Campsites at Virginia Mitchell Park

The Vulcan Golf and Country Club has forwarded a letter of request for Council’s consideration on renting two camping stalls at the Virginia Mitchell Park for two months for a “Stay and Play Membership” program.

Motion No.: 17.276

Moved by Councillor Lorna Armstrong THAT Council approves the Vulcan Golf and Country Clubs request to rent two (2) stalls at the Virginia Mitchell Memorial Park campground for two (2) months at a rate of \$375.00 per month per stall in support of their Play and Stay Program.

CARRIED UNANIMOUSLY

11.2 Inter-Municipal Development Plan Ad-Hoc Committee

The Vulcan County received a grant to complete these IMDP’s and contracted the Oldman River Regional Services Commission (ORRSC) for this project. ORRSC has requested that the Town of Vulcan form an ad-hoc committee to work with them to complete with work.

Motion No.: 17.277

Moved by Councillor Paul Taylor THAT Council appoints CAO-Kim Fath, Development Officer-Nancy Neufeld, Planner-Ian MacDougall and John Seaman to an Ad-hoc Committee for the purpose of negotiating and drafting an Inter-Municipal Development Plan for the Town of Vulcan and Vulcan County.

CARRIED UNANIMOUSLY

11.3 Twin Valley Regional Water Services Commission Business Plan

The Water Commission has provided the 2017-2021 Strategic Plan and agreements to be signed and returned to the Commission within 30 days.

In reviewing the Strategic Plan the schedule for debt repayment remains at 80.2% which is unchanged from what was previously proposed and disputed by Council at the February 16, 2017 Committee of the Whole Meeting.

Motion No.: 17.278

Moved by Councillor John Seaman THAT Council directs Administration to respond to the Twin Valley Regional Water Services Commission in writing that Town Council does not support the amendments to the proposed 2017-2021 Strategic Plan, specifically the changes to the debt repayment percentage allocations, and therefore cannot sign the membership or water supply agreements at this time.

CARRIED UNANIMOUSLY

11.4 Donation of Old Skateboard Park Equipment

The Village of Lomond approached the Recreation Department to inquire if the Town would be willing to donate the old Skateboard Park equipment to the Village

The Recreation Department has indicated that this surplus equipment is currently being stored at the Public Works yards, and there are no current plans for its re-use within the Town. The CAO has spoken with the Kinsmen Club, who originally purchased the equipment and donated it to the Town. They do not have any concerns with the Town donating this equipment to the Village.

Motion No.: 17.279

Moved by Councillor Lorna Armstrong THAT Council approves the donation of the surplus Skateboard Park Equipment originally provided to the Town of Vulcan, by the Vulcan Kinsmen, to the Village of Lomond for use within their community.

CARRIED UNANIMOUSLY

11.5 New Business Welcome Package

At the June 26, 2017 Regular Council Meeting Council adopted amended Policy PL-12 – Commercial Development and Incentive & Business Resource policy. The policy states that Administration is to develop a New Business Welcome Package containing information about the resources available in the Town of Vulcan.

Motion No.: 17.280

Moved by Councillor Georgia-Lee DeBolt THAT Council adopts the New Business Welcome Package as presented by the Development Officer as amended.

CARRIED UNANIMOUSLY

12.0 Notice of Motion – NIL

13.0 Management Reports

13.1 Management Reports

Management is to produce a report each month.

Attached are the following reports:

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

Motion No.: 17.281

Moved by Councillor Rick Howard THAT this Council receives for information the management reports for the period ending July 10, 2017. **CARRIED UNANIMOUSLY**

14.0 In-Camera

Motion No.: 17.282

Moved by Councillor John Seaman THAT Council move in-camera at 8:15 p.m.

CARRIED UNANIMOUSLY

Mayor Tom Grant granted a 3 minute recess.

Motion No.: 17.283

Moved by Councillor Sue Dow THAT Council move out-of-camera at 8:45 p.m.

CARRIED UNANIMOUSLY

15.0 Adjournment

The meeting was adjourned by Councillor Rick Howard at 8:46 p.m.

Tom Grant
Mayor

Kim Fath
Chief Administrative Officer

Town of Vulcan

Request for Decision (RFD)

Amend Policy C-04 – Facility Banners and Advertising Signage

Meeting: Regular Council
Meeting Date: July 24, 2017
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

At the July 10, 2017 Regular Council Meeting Council directed Administration to review Line 3.6 Advertising and of Liquor, Tobacco, or Adult Content in Policy C-04 – Facility Banners and Advertising Signage and bring back to Council for further consideration.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Recreation Director has researched other communities regarding advertising and has provided a memo outlining the information collected.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council provide Administration with direction to move forward with a decision for the advertising of Liquor, Tobacco, or Adult Content in Policy C-04 – Facility Banners and Advertising Signage.

Initials show support -Reviewed by:

Director:


CAO



MEMO

To: Town of Vulcan Council

From: Bonnie Ellis, Director of Recreation

Re: Facility Advertising

Date: July 20, 2017

Dear Council,

I was asked to look into allowing advertising for alcohol in our facilities.

The Vulcan Arena Facility is primarily used for children and youth from 3-17 years of age who are involved with Minor Hockey, Figure Skating, Elementary, Public Skate, Junior and Senior High School, Parent and Tot Skate Days, Birthday Parties, Family Gatherings and Family New Year's Event.

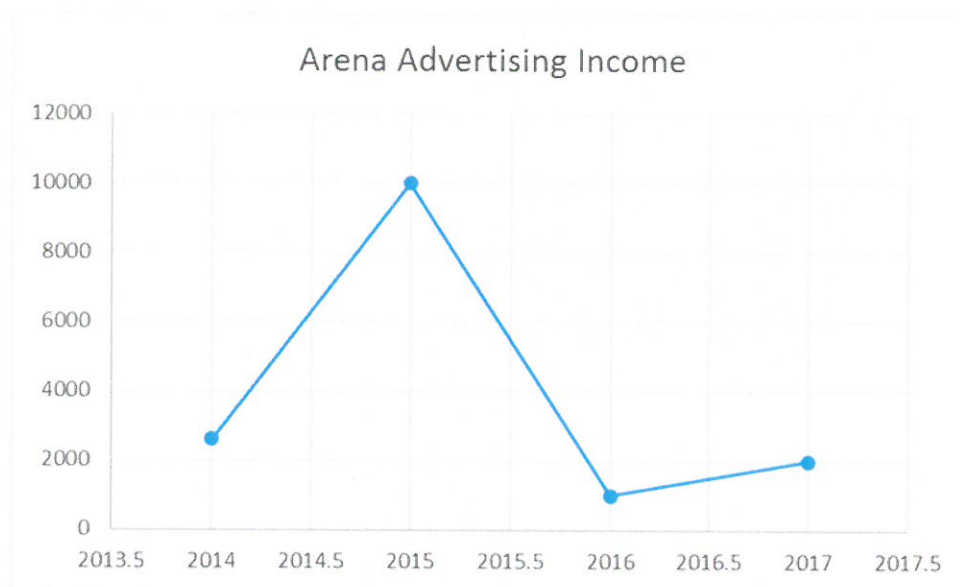
There is a concession between the curling rink and ice rink where food and beverages (non-alcoholic) are consumed. The curling rink which primarily caters to adults but does have limited schools use has a lounge area where alcohol is consumed but not during school use.

Other Communities that I have talked with in the south such as Taber, Lethbridge, Raymond and Brooks regarding advertising. The majority of the recreation communities had definite no alcohol/tobacco advertising in building that primarily service children and teens.

The only exception at the time was at the University of Lethbridge they had this discussion on and off for 15 years. The following is what they have come up with "The end decision was that the 'company' could 'support' the team/university, but the University/teams could not support the 'company' in the advertising or branding. Ex. Molson is a proud supporter of Pronghorn Athletics, not Pronghorns love Molson beer...

Also, the 'company' had to use their corporate brand, not labels or types of alcohol...example. Molson breweries supports Pronghorn Athletics, not Molson Canadian or Coors Light supports Pronghorn athletics..."

Advertising Income in 2017 is estimated to be \$8,000. I have teamed up with Rec Media which has brought more diverse advertising dollars then in the past to the arena and other facilities. As of December 2016 the Arena Advertising Reserve has \$21 174.52 in the account.



Pros

Brings income to the facilities

Increased revenue allows for upgrades

Cons

This is a facility used primarily by children and teens

Underage drinking is already a problem in the area (talking with nurses at the hospital)

Research into the tobacco and alcoholic beverage industries shows that advertising and promotional campaigns for alcohol and tobacco are especially appealing and attractive to teenagers and children

At this time the Vulcan Arena doing well selling the limited space for advertising at the area. We need to consider the most applicable venue for this type of advertising. The curling rink which caters primarily to adult programming and has a lounge would be a better fit in my opinion.

Respectfully Submitted,

Bonnie Ellis

Director of Recreation and Community Services

Town of Vulcan

TOWN OF VULCAN

Policy Manual

<u>POLICY NUMBER</u>			<u>TITLE OF POLICY</u>
C-04			Facility Banners and Advertising Signage
Approval	D/M/Y	Resolution #	
Rec Board	08/09/1997		
Rec Board	11/12/2006		
Amended	13/02/2012	12.65	
Amended	28/07/2014	14.243	
Amended			

STATEMENT:

The Town of Vulcan requires a policy to provide regulations for the placement of commercial advertising and the display of team and organization banners within the Town facilities, in a safe and attractive manner.

1. Policy

- 1.1 Revenue, from the sale of advertising within a Town Facility, will accrue to a Recreation Operation Reserve, be used for facility enhancements.
- 1.2 No advertising or banners may be hung on or within a Town owned Facility without the Town of Vulcan's permission.
- 1.3 The Town of Vulcan Recreation Director in cooperation with the Public Works Foreman shall oversee the facility advertising and banner program.
- 1.4 The Town of Vulcan will be responsible for ensuring:
 - (a) The provision of application forms and possible fee information to advertisers or owners of banners
 - (b) The use of proper materials for the sign and professional application of graphics
 - (c) Proper location and installation of advertising signage.
 - (d) Proper installation of banners
 - (e) Collection of all fees
 - (f) Removal of expired signs or banners when necessary

2. Banners and Recognition Signage

- 2.1 The placement of Banners recognizing the accomplishments of teams and organizations that regularly use a facility will be approved at the discretion of the Recreation Director at no charge.

TOWN OF VULCAN

Policy Manual

- 2.2 Organizations that make a significant contribution to a facility (\$5,000.00 or more) will be granted placement of signage free of charge, for a maximum of 5 years, unless otherwise provided in a specific sponsorship agreement.

3. Advertising Signage

- 3.1 Advertising Requests within a Town Facility shall be submitted to the Recreation Director.
- 3.2 The placement of Advertising Signage within a facility will be approved at the discretion of the Recreation Director.
- 3.3 Any unusual or questionable requests will be forwarded to Town Council for approval.
- 3.4 Advertising will be approved on a one (1) or five (5) year term
- 3.5 Fees as established in the Rates and Fees Bylaw shall be paid prior to the installation of the advertising signage, unless outlined in a formal contract.
- 3.6 Advertising of Liquor, Tobacco, or Adult Content shall be prohibited.
- 3.7 Once approved all advertisers must complete a Facility Advertising Agreement. This agreement is attached a Schedule "A" and forms part of this policy.

- END OF POLICY-

FACILITY ADVERTISING AGREEMENT

This letter outlines the terms under which the Town of Vulcan will provide advertising space at various Town owned facilities located throughout the community. This agreement is between the Town of Vulcan ("We") and the advertisers ("You")

Company Name: _____
 Address: _____
 City, Postal Code: _____
 Contact names(s): _____
 Phone: _____

Facility	Location Requested	Term 1 or 5 yrs.	Price
Arena			
Pool			
Ball Diamonds			
Dog Park			
Rodeo Grounds			
Lewis Ware Pavilion			
Other			
Total:			

- We are responsible for installation of the signage.
- We reserve the right to approve all artwork and sign material used by you.
- The contract for advertising space shall begin the first day the advertisement board is hung.
- We will provide notification to you 60 days prior to the end of the contract term stating the then current advertising rates. You must respond to such notification and renew your advertisement(s) "30 days" prior to the end of the contract term or the advertisement space will be open to new advertisers.

Types of Advertisements that are NOT allowed:

- **No Product Names with Liquor or Alcohol Content**
- **Any Tobacco Products**
- **Any Adult Content**

The Town of Vulcan Recreation Director has final approval of any and all advertisements to be placed at a Town facility and must sign off on said advertisements. This documentation sets forth our agreement and the above terms will be binding upon receipt of your written acknowledgement. We are happy to serve you and are looking forward to a long working relationship. If the terms outlined above are acceptable, please sign the acknowledgment below. We believe that this relationship will bring value to both of our organizations, and we look forward to a long prosperous relationship.

ACKNOWLEDGMENT AND AGREEMENT

I hereby acknowledge and agree to the terms set forth above:

Cost: _____

Date: _____

Advertiser(s) Signature: _____

APPROVED Recreation Director Signature: _____

*Please complete form and return to: Director of Recreation, Town of Vulcan Box 360 Vulcan Alberta T0L 2B0
 P: 403-485-2554 bellis@townofvulcan.ca

Town of Vulcan

Request for Decision (RFD)

Cash Statement – Ending June 30, 2017

Meeting:	Regular Council
Meeting Date:	July 24, 2017
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Attached is the Cash Statement for the period ending June 30, 2017.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

For Council's information.

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

Moved by Councillor _____ THAT the Cash Statement for the period ending June 30, 2017 be received for information.

Initials show support -Reviewed by:

Director:


CAO

TOWN OF VULCAN

Town of Vulcan
Cash Statement
6/30/2017

	Debit	Credit	YTD
Cash			
Bank - General Account	17,589,587.76	(17,484,223.55)	105,364.21
Investments			
Notice On Demand Acct General	4,187,619.75	(2,311,187.94)	1,876,431.81
Notice on Demand Acct FGTF	212,931.64	(212,557.32)	374.32
Notice on Demand Acct MSI Capital	484,490.89	(241,581.44)	242,909.45
Notice on Demand Acct Vulcan Innovation	15,679.71	0.00	15,679.71
Notice On Demand Acct BMTG	169,006.51	(168,397.11)	609.40
Term Deposit - Mix Reserve	5,175.57	0.00	5,175.57
Term Deposit - Healy Reserve	15,638.10	0.00	15,638.10
Term Deposit - Alberta Energy Grant	0.00	0.00	0.00
Term Deposit - Shearer Reserve	1,668.01	0.00	1,668.01
Term Deposit - Androsoff Reserve	5,382.69	0.00	5,382.69
Term Deposit - Flags	40,235.87	(20,000.00)	20,235.87
	<u>5,137,828.74</u>	<u>(2,953,723.81)</u>	<u>2,184,104.93</u>
Mayor			
CAO			

Town of Vulcan

Request for Decision (RFD)

Year-to-Date Statement – Ending June 30, 2017

Meeting: Regular Council
Meeting Date: July 24, 2017
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

Attached is the Year-to-Date Statement for the period ending June 30, 2017.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

For Council's information.

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

Moved by Councillor _____ THAT the Year-to-Date Statement for the period ending June 30, 2017 be received for information.

Initials show support -Reviewed by:

Director:


CAO

TOWN OF VULCAN

For the Six Months Ending June 30, 2017

	YTD	CURRENT MONTH	ANNUAL BUDGET	VARIANCE	ANNUAL BUDGET
General Taxes & Fees					
Revenue	(\$2,827,239.50)	(\$39,832.59)	(\$3,052,126.00)		(\$224,886.50)
Expenses	31,544.00		34,000.00		2,456.00
School Taxes					
Revenue	(560,910.89)	168.37	(561,142.11)		(231.22)
Expenses	273,610.13	136,805.07	561,142.11		287,531.98
Legislative					
Revenue					
Expenses	38,154.30	11,460.95	119,845.00		81,690.70
General Administration					
Revenue	(36,196.58)	(6,454.67)	(28,450.00)		7,746.58
Expenses	672,918.63	103,376.70	859,239.52		186,320.89
Fire Fighting					
Revenue					
Expenses	101,993.21	14,181.40	203,623.00		101,629.79
Emergency Services					
Revenue					
Expenses	1,044.83		11,000.00		9,955.17
Bylaw					
Revenue	(14,361.65)	(1,613.15)	(32,000.00)		(17,638.35)
Expenses	55,077.56	8,811.93	116,740.00		61,662.44
Common Services					
Revenue					
Expenses	202,261.27	11,423.93	315,600.76		113,339.49
Roads & Streets					
Revenue	(3,907.93)		(3,907.93)		
Expenses	296,911.51	55,159.36	480,432.14		183,520.63
Airport					
Revenue					
Expenses	8,000.00		8,000.00		
Water Treatment					
Revenue	(120,000.00)	(20,000.00)	(240,000.00)		(120,000.00)
Expenses	72,252.68	16,651.40	190,066.78		117,814.10

Storm

Revenue				
Expenses	2,287.06		6,310.55	4,023.49

FCSS

Revenue	(109,752.00)		(199,133.00)	(89,381.00)
Expenses	116,603.25		212,291.00	95,687.75

Cemetery

Revenue	(4,900.00)		(8,000.00)	(3,100.00)
Expenses	11,332.97	2,029.06	22,479.00	11,146.03

Planning Development & Safety

Revenue	(7,379.02)	(1,495.00)	(7,200.00)	179.02
Expenses	53,335.39	8,378.86	112,184.00	58,848.61

Subdivision

Revenue	(8,400.00)		(10,200.00)	(1,800.00)
Expenses	20,780.09		20,780.09	

Economic Development

Revenue				
Expenses	101,300.00		106,300.00	5,000.00

Recreation

Revenue	(117,310.66)	(91,969.46)	(129,116.00)	(11,805.34)
Expenses	89,281.93	19,027.60	219,032.00	129,750.07

Golf Course Loan

Revenue				
Expenses	42,432.00	6,528.00	84,864.00	42,432.00

Parks

Revenue	(67,236.06)	(60,630.79)	(75,925.00)	(8,688.94)
Expenses	75,482.81	22,392.87	134,900.00	59,417.19

Swimming Pool

Revenue	(98,848.91)	(89,335.27)	(124,407.50)	(25,558.59)
Expenses	83,822.88	29,632.44	203,515.00	119,692.12

Arena

Revenue	(102,207.70)	(77,920.00)	(117,920.00)	(15,712.30)
Expenses	83,998.78	8,856.31	195,840.00	111,841.22

Culture

Revenue	(7,200.00)	(1,200.00)	(14,400.00)	(7,200.00)
Expenses	128,330.93	7,560.93	140,748.32	12,417.39

Tourist Center

Revenue	(7,200.00)	(1,200.00)	(14,400.00)	(7,200.00)
Expenses	93,264.45	822.79	113,194.57	19,930.12

Water

Revenue	(261,519.78)	(93,907.99)	(733,356.64)	(471,836.86)
Expenses	297,438.77	68,363.63	773,633.28	476,194.51

Sewer

Revenue	(99,858.33)	(34,606.61)	(205,990.00)	(106,131.67)
Expenses	204,347.37	78,965.90	333,022.09	128,674.72

Garbage

Revenue	(243,529.80)	(122,620.62)	(435,921.00)	(192,391.20)
Expenses	357,502.10	313,882.79	414,453.08	56,950.98

TOTAL REVENUE	(4,697,958.81)	(642,617.78)	(5,993,595.18)	(1,295,636.37)
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TOTAL EXPENSES	3,515,308.90	924,311.92	5,993,236.29	2,477,927.39
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TOTAL REVENUE	<u>(4,697,958.81)</u>	<u>(170,066.82)</u>	<u>(5,993,595.18)</u>	<u>(1,295,636.37)</u>
TOTAL EXPENSES	<u>3,515,308.90</u>	<u>666,670.66</u>	<u>5,993,236.29</u>	<u>2,477,927.39</u>

Town of Vulcan

Request for Decision (RFD)

Correspondence and Information

Meeting: Regular Council
Meeting Date: July 24, 2017
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

Attached is the list of Correspondence and Information for the period ending July 24, 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 July 24, 2017 be received for information.

Initials show support -Reviewed by:

Director:

CAO

Report on Miscellaneous Correspondence 8.1 (2) - July 24, 2017

A. Alberta Recreation & Parks Association

CPRA PDC Professional Development and Education for Municipal Staff

B. Community Foundation of Lethbridge and Southwestern Alberta

Invitation to Mayor Grant to the Friends of the Foundation Dinner

C. Vulcan Lions Club

Thank you card to the Public Works department and Council for the Canada Day Celebrations

D. Alberta Justice and Solicitor General

Review of Peace Officer Services for the Town of Vulcan

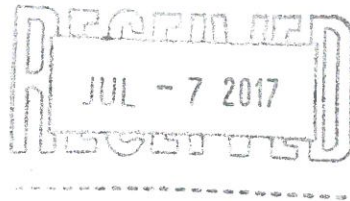
(A copy of the Peace Officer Program Review is available for review at the Town Office)

E. Alberta Municipal Affairs

Notification of Alberta Emergency Services Medal and Service Bars program expansion update

July 4, 2017

Mayor Grant and Councillors
Town of Vulcan
PO Box 360
Vulcan, AB T0L 2B0



Dear Mayor Grant and Members of Council;

Subject: CPRA PDC – Professional Development and Education for Municipal staff

The Fall Semester of the Canadian Parks and Recreation Association's Professional Development Certificate (CPRA PDC) begins on Tuesday September 12th.

This Professional Development program was developed in Alberta by the Alberta Recreation and Parks Association (ARPA) and is now Canada's only Professional Development program for your recreation and parks staff.

The CPRA PDC is a priority in the **Framework for Recreation in Canada: Pathways to Well-being** that was endorsed by the Federation of Canadian Municipalities as well as the Provincial and Territorial Ministers of Sports and Recreation in 2015 and is also supported by the Government of Canada.

Alberta municipalities have registered more participants than any other province or territory in Canada in each of the last two years.

The certificate covers 19 competencies and provides a national overview of current issues and trends in Canada and beyond. The CPRA PDC is an at distance program that is designed for:

- ✓ New municipal staff by giving them an early exposure to the challenges they will face as well as knowledge and a network that will immediately strengthen their contribution to your municipality and community.
- ✓ Career staff by giving them a broad based exposure to a range of competencies that will give them the skills and knowledge to successfully pursue that next promotion in your organization.
- ✓ Councils to have confidence that their certified staff is able to provide a high quality of life for your residents, state of the art advice and administration for Council and that as a result your community will be in the forefront in Alberta and Canada.

For more information on the CPRA PDC please visit www.arpaonline.ca or contact Dr. Craig Cameron at 780-415-1747 or ccameron@arpaonline.ca.

Sincerely,

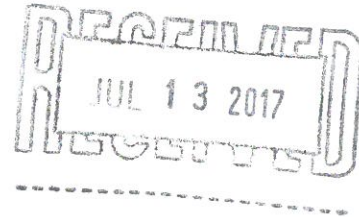
William Wells
Chief Executive Officer

8.1.8



July 7, 2017

His Worship Mayor Tom Grant
Town of Vulcan
Box 360
Vulcan AB T0L 2B0



Dear Mayor Grant,

It is my great pleasure to invite you to join us at our annual *Friends of the Foundation Dinner* on Thursday, September 28 at the Lethbridge Lodge Hotel. As you may know, the *Friends of the Foundation Dinner* began as an opportunity for our supporters and donors, our "friends," to encourage their friends to learn more about the work of the Community Foundation. We are inviting all of our friends to this event, and we hope that you will invite some of yours.

The dinner will be a celebration of 150 years of Canadian Confederation. We are pleased to have supported local initiatives throughout our region for this milestone with grants from the Community Fund for Canada's 150th, an initiative made possible through a collaboration between the Community Foundation of Lethbridge and Southwestern Alberta, the Government of Canada, and extraordinary leaders from coast to coast to coast.

The dinner will host Belinda Crowson, a local author, historian, and educator. Belinda has a passion for local history and an uncanny ability to uncover little-known facts and tidbits. Tickets are \$50 per person and are available by contacting the Community Foundation office at 403-328-5297 or by email at office@cflsa.ca.

We will launch our latest *Giving Together* report at the dinner and will share early copies of our 2017 *Vital Signs* report. Until then, I am happy to enclose a copy of our spring and summer newsletter, which highlights some of the work that we've been up to at the office and includes dates for some of our upcoming events.

I look forward to celebrating the evening with you and your friends!

Best wishes,

Charleen Davidson
Executive Director

Town of Vulcan



Please convey to the outside workers, our appreciation for all their help before, during, and after the Canada Day celebration.

Also thank you to Council for allowing them to help and for allowing the street closure for the duration of the event.

Sincerely

Erin MEEHAN

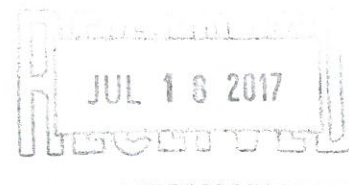
Secretary

Vulcan Lions Club

Our File: A2017-008

July 12, 2017

Mr. Kim Fath
Chief Administrative Officer
Town of Vulcan
321-2 Street South
Vulcan, AB T0L 2B0



Dear Mr. Fath:

Thank you for facilitating the review of the peace officer services at the Town of Vulcan on May 2, 2017. Peace Officer Program auditor, Mr. Greg Irvine, conducted the review in order to determine compliance by the Town and its peace officers with the *Peace Officer Act*, *Peace Officer Regulation*, *Peace Officer (Ministerial) Regulation* and Peace Officer Program Policy and Procedures Manual.

At the conclusion of the review four issues were identified. It is anticipated that the Town of Vulcan will have little difficulty in resolving these important issues. The enclosed audit report contains the findings and recommendations with a timeline for implementation.

Thank you for your cooperation during the review process. If you have any questions regarding the findings and implementation dates please do not hesitate to contact Ms. Tammy Spink, Manager, Peace Officer Program at 780-427-6896.

Sincerely,

Sean Bonneteau
Director
Policing Standards and Audits

Enclosure

8.1.E



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*

AR90490

Dear Elected Officials,

The Alberta Emergency Services Medal recognizes those who selflessly dedicate their time, talents, and in some cases, their lives, to the service of others. It is my pleasure to announce that the Alberta Emergency Services Medal program has been expanded from 12 years of service to include bronze, silver, and gold bars for 22, 32, and 40 years of service.

Eligible emergency services include emergency medical services, law enforcement, urban and wildfire fire protection, search and rescue, and environmental emergency response. Acknowledging all emergency personnel reflects the unified relationship that exists among the emergency services community, which is critical to the security of all Albertans.

About 7,900 medals have been issued since the program began in 2003. I encourage municipal officials and emergency response service providers to nominate eligible personnel year-round for the Alberta Emergency Services Medal and Bars. The nomination form and updated program details, including the complete list of eligible personnel, are posted on the Office of the Fire Commissioner website at www.ofc.alberta.ca/alberta-emergency-services-medal. I have also included key messages for your information.

Should you have questions about the Alberta Emergency Services Medal and Service Bars program, please contact the Office of the Fire Commissioner at 1-866-421-6929 or at firecomm@gov.ab.ca.

Sincerely,

A handwritten signature in blue ink that reads "Shaye Anderson".

Hon. Shaye Anderson
Minister of Municipal Affairs

Attachment

Town of Vulcan

Request for Decision (RFD)

Committee and Administrative Reports

Meeting: Regular Council
Meeting Date: July 24, 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.

- Canadian Badlands Board Meeting – Minutes – May 4, 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 July 24, 2017 Town Council Meeting be received for information.

- Canadian Badlands Board Meeting – Minutes – May 4, 2017

Initials show support -Reviewed by:

Director:

CAO



**BOARD MEETING MINUTES
BROOKS FIRE HALL
THURSDAY, May 4, 2017**

Minutes of the Canadian Badlands Board Meeting held on May 4, 2017 at 9:00 a.m.

CALL TO ORDER

PRESENT

Barry Morishita	President, Canadian Badlands / Councillor, City of Brooks
George Bohne	Vice President, Canadian Badlands / Mayor, Town of Raymond
Bob Long	Past President, Canadian Badlands / Reeve, Kneehill County
George Glazier	Secretary, Canadian Badlands / Reeve, County of Paintearth
Doran Degenstein	Director, Canadian Badlands
Steve Grajczyk	Director, Canadian Badlands / Councillor, Town of Strathmore
Terri Kinsmen	Director, Canadian Badlands / Owner, Rocking R Guest Ranch
Ben Elfring	Director, Canadian Badlands / Councillor, District of Taber
Terry Yemen	Member-at-large, Canadian Badlands / Mayor, Town of Drumheller
Brian Varga	Member-at-large, Canadian Badlands / Councillor, City of Medicine Hat
Marty Eberth	Ex-Officio, Canadian Badlands / Industry Relations, South, Travel Alberta

REGRETS

Jeff Carlson	Treasurer, Canadian Badlands / Councillor, City of Lethbridge
Ken Kultgen	Director, Canadian Badlands / Mayor, Village of Foremost

**STAFF IN
ATTENDANCE**

Lonna Hoggan, Administrative Manager, Canadian Badlands

1. CALL TO ORDER – President, Barry Morishita called the meeting to order at 9:02 a.m.

2. CONSENT AGENDA APPROVAL

2.1 Finance Report

B.M.17.22 George Bohne made a motion to accept the Finance Report as presented.

CARRIED UNANIMOUSLY

- 2.2 Approval of 2017 CBT Project List
- 2.3 CBT Activity Report
- 2.4 Marketing Committee Update
- 2.5 Product Development Committee Update

B.M.17.23 Bob Long made a motion to approve the Consent Agenda items of May 4, 2017.

CARRIED UNANIMOUSLY

3. ADOPTION OF AGENDA

B.M.17.24 Anne Marie Philipsen made a motion to adopt the Agenda of May 4, 2017.

CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES – February 10 and March 16, 2017 Board Meetings

B.M.17.25 George Glazier made a motion to accept the two previous minutes as presented.

CARRIED UNANIMOUSLY

5. ONGOING BUSINESS

5.1 CBT 2017 Budget – There are no amendments.

5.2 CBT 2017 AGM and Conference

B.M.17.26 Brian Varga made a motion to proceed with the proposed dates of March 14 - 16, 2018 for the 12th Annual Canadian Badlands Tourism AGM and Conference in Medicine Hat, Alberta.

CARRIED UNANIMOUSLY

6. NEW BUSINESS

6.1 Ex-Officio – Rebecca Goodenough

B.M.17.27 Terry Yemen made a motion to remove the Government of Alberta, Ex-officio position from the Canadian Badlands Board of Directors, at the request of the GOA.

CARRIED UNANIMOUSLY

Marty Eberth also requested that her position on the Board be removed and that she is invited to attend the meeting on an as-needed basis.

Motion by Anne Marie Philipsen to remove this position.

CARRIED UNANIMOUSLY

6.2 Shareholder Engagement

Administration is setting up a Shareholder Engagement matrix to track contacts and activity with our Shareholder communities.

6.3 Canadian Badlands Regional Marketing Campaign

An update was provided on the 2017 campaign as well as a handout for the Board's information.

The managing agency **nonfiction studios** will be contacting all of the Canadian Badlands Tourism Shareholder members. Members will be offered the ability to provide information on their events/attractions and have them marketed on our website and as part of the campaign.

7. CORRESPONDENCE - none at this time.

This will be moved to "Consent Agenda"

8. ROUND TABLE

Steve Grajczyk invited all Board Members to the Running of the Bulls at the Strathmore Exhibition Grounds on August 5th.

Lonna will send out the DMO report from the 2016 project wrap-up.

Steve Grajczyk requested a paper version of the CBT members binder.

9. ADJOURNMENT

B.M.17.28 Steve Grajczyk made a motion to adjourn the meeting at 10:15 p.m.

CARRIED UNANIMOUSLY

The Board meeting was followed by a Strategic Planning Session, facilitated by Karen Blewett, Community Development Officer, Culture and Tourism Branch, GOA

Barry Morishita, President

Lonna Hoggan, Administrative Manager

Town of Vulcan

Request for Decision (RFD)

Amend Policy C-08 – Donated Trees and Benches

Meeting: Regular Council
Meeting Date: July 24, 2017
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

Administration is reviewing current policies and is requesting that Council amend Policy C-08 – Donated Trees and Benches with changes made to the format and wording of the policy.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached is a draft copy of Policy C-08 – Donated Trees and Benches for Council's consideration.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council adopts Policy C-08 – Donated Trees and Benches as amended.

Initials show support -Reviewed by:

Director:


CAO

TOWN OF VULCAN

Policy Manual

10.1

<u>POLICY NUMBER</u>			<u>TITLE OF POLICY</u>
C-08			Donated Trees and Benches
Approval	D/M/Y	Resolution #	
Approved	09/11/2015		
From: PR-1		To: C-08	
Amended			

STATEMENT:

The Town of Vulcan requires a policy in recognition of Council's wishes to support those who would like to sponsor a Bench and/or Tree to, honour the memory of a relative or friend, recognize a birthday, wedding, anniversary, retirement or other special event

1. Policy

- 1.1** All donations must be made out to the Town of Vulcan in advance of placing orders for the benches and plaques.
- 1.2** More than one person may donate to a bench.
- 1.3** Individual tax receipts can be issued for donations of \$25 or more, to the donor whose name appears on the cheque or credit card. Cash donations may also be tax receipted when accompanied by the donor's name and address.
- 1.4** The Town will install a recognition plaque on each donated bench. Since plaques are not permitted for trees or other living landscape elements, you or your designee will receive a letter indicating that the tree has been planted. In addition, if the tree honors someone or is a memorial, we will send a letter to the person being honored or to the family along with a certificate indicating that a tree was planted in their honor.

Due to cost and vandalism, we regret that we cannot place a plaque on site by the tree.

- 1.5** A list of all donations will be created on the Town of Vulcan website under Tree Memorials.
- 1.6** All donations must be accompanied by a Request Form. Request forms are attached as Schedule "A"(Benches) and Schedule "B"(Trees) and form part of this policy.

TOWN OF VULCAN

Policy Manual

2. Benches

- 2.1 You may choose to donate for the placement of a new bench or adopt an existing bench at any park/playground or green space with bench availability.
- 2.2 A new bench may only be installed in a park/playground or green space where the Town Foreman has identified a need. Some park/playgrounds and green spaces use different bench styles in keeping with their functions and landscaping.
- 2.3 The Town Foreman or Director of Recreation will work with the donator to select an appropriate bench type and location in a park/playground or green space.
- 2.4 The Town Foreman and staff will install the donor recognition plaque on the backrest.
- 2.5 Bench options are renewable after a 10 year period has expired.
- 2.6 Donations will be accepted throughout the year. However, benches will be installed only when staff time permits.
- 2.7 The cost of a new bench donation shall be established in the Town Rates and Fees Bylaw, which will include the plaque, installation of bench, ongoing maintenance.

If a non-standard bench style is preferred and acceptable to the Town Foreman and Director of Recreation, the cost may be higher.

- 2.8 The cost for adoption of an existing bench shall be established in the Town Rates and Fees Bylaw, and depends upon availability.
- 2.9 Within a period of ten years following the donation of a new steel bench, the Town of Vulcan will repair or replace the bench if it is severely damaged.

3. Bench Plaques

- 3.1 Bench recognition plaques will typically be up to 4" x 6" with 1/2" lettering. Wording is subject to approval by the Town of Vulcan.

4. Trees

- 4.1 You may choose any park/playground or green space with planting availability for tree donation.
- 4.2 The Town Foreman and Director of Recreation will work with you to select the species and location for planting.
- 4.3 Your tree will be approximately 1-1/2" – 2 1/2" in diameter and 6'-8' tall depending on species.

TOWN OF VULCAN

Policy Manual

4.4 Donations will be accepted throughout the year. However, to assure successful rooting, trees will be planted only during spring and fall.

4.5 The cost of a tree donation shall be established in the Town Rates and Fees Bylaw, which includes planting and regular watering during the first season of growth.

If a larger tree is preferred and acceptable to the Town Foreman, the cost may be higher.

4.6 You may also choose to adopt an existing tree whose location or appearance is meaningful to the honouree. The cost for a tree adoption shall be established in the Town Rates and Fees Bylaw.

4.7 Within a period of three years following the donation, the Town of Vulcan will replace the tree if staff determines that it has died or has been severely damaged.

5. General Information

5.1 Full funding for the donation must be received in advance of any work being completed.

5.2 Donated benches and trees are the property of the Town of Vulcan and are maintained at the same level as other park benches and trees.

5.3 The Town of Vulcan retains the right to relocate a donated bench and replant or replace a donated tree in a new location. Staff will attempt to contact the donor to select the new location, but the Town Foreman will make the final decision.

- END OF POLICY -

Memorial Bench Form

Date: _____

Donor's Name: _____

Mailing Address: _____

Town: _____ Prov: _____ Postal Code: _____

Email Address: _____

Donation will be accepted throughout the year. However, benches will be installed during the year purchased as weather and staff time permits.

Location Preference (Specific Park/Playground or Green Space):

OR adopt an existing bench whose location or appearance is meaningful to the honouree.

Location Preference (Specific Park/Playground or Green Space):

A Recognition plaques will typically be up to 4" x 6" with ½" lettering. Wording is subject to approval by the Town of Vulcan.

Please show what you would like the final plaque to say: (please specify below, please print)

☐ In Recognition of ☐ In Memory of ☐ Other

Cost: **New Bench \$2000** (10Yrs)/ **\$5000** (100Yrs) includes installation and plaque, **Existing Bench \$500**
Checks should be made payable to Town of Vulcan;

Drop a check off at the Town of Vulcan Office 321 2nd Street South OR

Mail this form and check to:
Town of Vulcan
Attn: Memorial Program
Box 360
Vulcan Alberta T0L 2B0

For more information or questions, please contact the Recreation Office at 403-485-2554 or
bellis@townofvulcan.ca

Full funding for the donation must be received in advance

Memorial Tree Form

Date: _____

Donor's Name: _____

Mailing Address: _____

Town: _____ Prov: _____ Postal Code: _____

Email Address: _____

Donation will be accepted throughout the year. However, benches will be installed during the year purchased as weather and staff time permits.

Please indicate the type of tree you are requesting: (tree approximately. 1 ½" – 2 ½" diameter and 6'-8' tall)

Tree type Preference: ☐ Shade ☐ Flowering ☐ Evergreen

Location Preference (Specific Park/Playground or Green Space):

OR adopt an existing Tree whose location or appearance is meaningful to the honouree.

Location Preference (Specific Park/Playground or Green Space):

A Memorial Certificate will be provided to the donor as a permanent record of this special tree's significance and location. The Town of Vulcan will maintain a permanent record of the Memorial Certificate.

Please provide what you would like the final document to say: (please specify below, please print)

☐ In Recognition of ☐ In Memory of ☐ Other

Cost: **New Tree \$1000** includes regular watering for first season of growth, **Existing Tree \$500**

Checks should be made payable to Town of Vulcan;

Drop a check off at the Town of Vulcan Office 321 2nd Street South OR

Mail this form and check to:
Town of Vulcan
Attn: Memorial Program
Box 360
Vulcan Alberta T0L 2B0

For more information or questions, please contact the Recreation Office at 403-485-2554 or
bellis@townofvulcan.ca

*Full funding for the donation must be received in advance

TOWN OF VULCAN

POLICY MANUAL

TITLE OF POLICY

~~Memorial Bench and Trees~~

DONATIONS

POLICY NUMBER

PR-1

SUPERCEDES POLICY NO:

Adopted	No. 15.366	November 9, 2015

STATEMENT:

In recognition of Council's wishes to support those who would like to sponsor Benches and Trees in honour the memory of a relative or friend, recognize a birthday, wedding, anniversary, retirement or other special event.

POLICY 1.1

All donations must be made out to the Town of Vulcan in advance of placing orders for the benches and plaques. ^{1.2} More than one person may donate to a bench. ^{1.3} Individual tax receipts can be issued for donations of \$25 or more, to the donor whose name appears on the cheque or credit card. Cash donations may also be tax receipted when accompanied by the donor's name and address.

1.4

The Town will install a recognition plaque on each donated bench. Since plaques are not permitted for trees or other living landscape elements, you or your designee will receive a letter indicating that the tree has been planted. In addition, if the tree honors someone or is a memorial, we will send a letter to the person being honored or to the family along with a certificate indicating that a tree was planted in their honor. ^{1.5} Due to cost and vandalism, we regret that we cannot place a plaque on site by the tree. A list of all donations will be created on the Town of Vulcan website under Tree Memorials. *NOTE (ITAL)*

1.6 Request Forms refer to

Bench - Appendix A.

Tree - Appendix B.

ATTACH AS SCHEDULES

PROCEDURE:

2 BENCHES

- 2.1 You may choose to donate for the placement of a new bench or adopt an existing bench at any park/playground or green space with bench availability^{2.2}. A new bench may only be installed in a park/playground or green space where the Town Foreman has identified a need. Some park/playgrounds and green spaces use different bench styles in keeping with their functions and landscaping^{2.3}. The Town Foreman or Director of Recreation will work with the donator to select an appropriate bench type and location in a park/playground or green space^{2.4}. The Town Foreman and staff will install the donor recognition plaque on the backrest^{2.5}. Bench options are renewable after a 10 year period has expired.

3 BENCH PLAQUES

- 3.1 Bench recognition plaques will typically be up to 4" x 6" with 1/2" lettering. Wording is subject to approval by the Town of Vulcan.

4 TREES

- 4.1 You may choose any park/playground or green space with planting availability for tree donation.
- 4.2 The Town foreman and Director of Recreation will work with you to select the species and location for planting. Your tree will be approximately 1-1/2" – 2 1/2" in diameter and 6'-8' tall depending on species^{4.3}.

DONATIONS/COST:

TREES

- 4.4 Donations will be accepted throughout the year. However, to assure successful rooting, trees will be planted only during spring and fall.
- 4.5 The cost of a tree donation is \$1,000^{RATE: \$1,000 BY LAW}. This includes planting and regular watering during the first season of growth. If a larger tree is preferred and acceptable to the Town Foreman, the cost may be higher. ^{NOTE (ITAL)}
- 4.6 You may also choose to adopt an existing tree whose location or appearance is meaningful to the honouree. The cost for a tree adoption is \$500.
- 4.7 Within a period of three years following the donation, the Town of Vulcan will replace the tree if staff determines that it has died or has been severely damaged.

BENCH

2.6 Donations will be accepted throughout the year. However, benches will be installed only when staff time permits.

2.7 The cost of a new bench donation is ~~\$2,000 for 10 years or \$5,000 for perpetuity (100yrs)~~. This includes the plaque, installation of bench, ongoing maintenance. *RATES & FEES BYLAW*

If a non-standard bench style is preferred and acceptable to the Town Foreman and Director of Recreation, the cost may be higher. *NOTE (ITAL)*

2.8 The cost for adoption of an existing bench is \$500 for 10 years, and is pending availability.

2.9 Within a period of ten years following the donation of a new steel bench, the Town of Vulcan will repair or replace the bench if it is severely damaged.

5. GENERAL INFORMATION

5.1 Full funding for the donation must be received in advance of any work being completed.

5.2 Donated benches and trees are the property of the Town of Vulcan and are maintained at the same level as other park benches and trees.

5.3 The Town of Vulcan retains the right to relocate a donated bench and replant or replace a donated tree in a new location. Staff will attempt to contact the donor to select the new location, but the Town Foreman will make the final decision.

- END OF POLICY-

Town of Vulcan

Request for Decision (RFD)

Amend Policy C-09 – Off Leash Dog Area

Meeting: Regular Council
Meeting Date: July 24, 2017
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

Administration is reviewing current policies and is requesting that Council amend Policy C-09 – Off Leash Dog Area with changes made to the format and wording of the policy.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached is a draft copy of Policy C-09 – Off Leash Dog Area for Council's consideration.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council adopts Policy C-09 – Off Leash Dog Area as amended.

Initials show support -Reviewed by:

Director:


CAO

TOWN OF VULCAN

Policy Manual

10.2

<u>POLICY NUMBER</u>			<u>TITLE OF POLICY</u>
C-09			Off Leash Dog Area
Approval	D/M/Y	Resolution #	
Approved	23/11/2015	15.379	
From: PR-2		To: C-09	
Amended			

STATEMENT:

The Town of Vulcan recognizes the benefits of a designated off-leash dog area that provides a safe area for owners to exercise and socialize their dogs. The Town also recognizes the requirement for responsible pet ownership within the designated off leash dog area.

1. Policy

- 1.1** This policy pertains to all permanent off-leash dog areas designated by Town council.
- 1.2** This policy is in addition to the Animal By-Law 1368-08.

2. Ambassador Group

- 2.1** The Town through the Recreation department, will establish and oversee an off-leash area Ambassador group
- 2.2** The Ambassador group shall be defined as a user group comprised of up to five (5) Town of Vulcan residents who will provide input to Town staff regarding the implementation and use of off- leash dog areas.
- 2.3** The objectives of the Ambassador Group shall be detailed and form part of this policy as Schedule "A"

3. Rules and Regulations

- 3.1** The intent of the rules and regulations are to provide clear guidelines for the off-leash dog area users. Rules and regulations do not include off-leash areas etiquette which shall be developed in collaboration with the Ambassador program and promoted with the users of off-leash areas.
- 3.2** Rules and regulations signage with hours of operations and emergency contact numbers shall be posted at the entrance of the off-leash area.
- 3.3** The rules and regulations shall form part of this policy as Schedule "B".

TOWN OF VULCAN

Policy Manual

4. Improvement of Off-Leash Areas

- 4.1 Town staff, designated by Council, and the Ambassador group will meet four (4) times per year to review needs and requirements for off-leash areas. This review may include but not be limited to consideration of amenities, maintenance, operations and awareness.
- 4.2 The Ambassador group will establish park etiquette guidelines which will be posted in the off-leash dog area. Ambassador group members will provide suggestions for new initiatives and improvements to off-leash dog areas. Ambassador group members will also be involved with awareness and promotion initiatives.
- 4.3 Ambassador group members may choose to undertake fundraising initiatives for the off-leash area. Funds raised can be reinvested in off-leash area as recommended by the Ambassador group and approved by the Town. No amenities shall be added to an off-leash area without the prior consent of the Town.

5. Assessment of Off-Leash Areas

- 5.1 Town staff, as designated by Council, shall evaluate the performance of the off-leash dog areas once per year. In the evaluation process, staff will review comments received from off-leash park users and the general public and will also consider the following:
 - (a) public health concerns;
 - (b) number and severity of complaints;
 - (c) risk management issues;
 - (d) impact on land and surroundings;
 - (e) Non-compliance with municipal by-laws.
- 5.2 Where one or more indicators have been identified as areas of concern which could have an impact on public safety or quality of life, staff and the Ambassador group will determine if further actions are required to eliminate the concerns or if the off-leash area should be removed. Where site removal is preferred, a recommendation shall be submitted to the Town Council.
- 5.3 Off-leash area closures are at the discretion of council.

- END OF POLICY-

DOG PARK AMBASSADOR PROGRAM

Objectives:

1. These groups will provide formal channels to engage the citizens of Vulcan.
2. Provide an effective vehicle to solicit insight on necessary changes and opportunities for improvement.
3. Provide a sense of ownership for the park and the activities that take place within.
4. Improving Animal Control awareness both at the park and in the surrounding neighbourhood.
5. Foster responsible pet ownership and to encourage bylaw compliance.

Town's Role:

The Town is committed to provide support to the Dog Park Ambassadors in the form of:

- Facilitate two review meetings per year for the Dog Park Ambassador Program.
- Facilitating communication as needed within the Towns' Departments in regards to future and current needs of the Dog Park
- Assisting with the creation and distribution of marketing and education materials.
- Work with the Dog Park Ambassador's to create a development plan for the success of the program.

Dog Park Ambassadors Role:

The Dog Park Ambassadors are responsible for formalizing a plan for the ongoing education of participants and any additional maintenance above the minimum provided by the Town.

The goal of the program is to have the Ambassadors take on a sense of ownership of the Dog Park, and as community members are dedicated to protect the privilege of its use. Subject to Town review and approval, the Ambassadors are encouraged to seek new and creative ways of improving and promoting the Dog Park. It is expected that the Dog Park Ambassadors will send a representative to all Dog Park Ambassador Review Meetings hosted by the Town, and are actively promoting the success of the program through their own planning and development.

Off Leash Dog Area Rules and Regulations

1. Anyone entering the Vulcan Bark Park does so at their own risk. The Town of Vulcan is not responsible for the safety of person and /or dogs while in the Park, and shall not be liable to anyone for any injuries or damages suffered by any person or dog while in the Vulcan Bark Park.
2. All parking lots are on-leash, including the parking lot for designated off-leash area
3. Dogs must be kept on-leash until inside the double gated area
4. All dogs shall wear a visible dog license
5. Dogs are the "only" animals permitted in the Vulcan Bark Park
6. Handlers must scoop the poop and fill any holes dug by dogs under their control (doggy bags and receptacles on-site)
7. Dogs must be under the control and in view of their handler at all times
8. No children under the age of 14 are allowed in the park unless accompanied by an adult and the adult is the dog handler
9. Handlers must have possession of the dog leash at all times, said leash shall be no more than two meters in length
10. To protect all dogs, please do not bring aggressive dogs to the park. Handlers must remove any dog displaying aggressive tendencies.
11. Handlers are limited to a maximum of three dogs
12. Female dogs in heat are prohibited
13. No glass containers permitted
14. No entrapment items such as but not limited to bikes and strollers in the fenced area
15. Handlers are responsible for any injuries caused by the dog(s) under their control
16. Other than dog treats, no food is permitted the park
17. No puppies under five months are allowed in the park
18. Dog owners shall not allow their dog(s) to become a nuisance to other people or animals in an off-leash area. Activities that constitutes a nuisance include, but are not limited to, the following:
 - Allowing a dog(s) to run at a distance from the owner where the dog(s) cannot respond to voice or sign commands;
 - Dog(s) doing any act that injures a person or another animal;
 - Dog(s) chasing or otherwise threatening a person or another animal
 - Dog(s) biting;
 - Excessive barking, howling or otherwise disturbing any person or other animal;
 - Dog(s) causing damage to property
19. Dog owners must obey the orders of a designated Town representative, By-Law Officer, Ambassador and/or RCMP.
20. The dog park will be closed when maintenance is being done at the discretion of Public Works Foreman.
21. Fines for offences are outlined in Schedule "A" of the Rates and Fees Bylaw

TOWN OF VULCAN

POLICY MANUAL

TITLE OF POLICY

Off-Leash Dog Areas

POLICY NUMBER

PR-2

SUPERCEDES POLICY NO:

Adopted

15.379

November 23/15

STATEMENT:

The Town of Vulcan recognizes the benefits of a designated off-leash dog area that provides a safe area for owners to exercise and socialize their dogs. The Town also recognizes the requirement for responsible pet ownership within the designated off leash dog area. This policy pertains to all permanent off-leash dog areas designated by Town council. *1.1*

1.2 This policy is in addition to the Animal By-Law 1368-08.

PROCEDURE:

2 **AMBASSADOR GROUP**

2.1 The Town through the Recreation department, will establish and oversee an off-leash area Ambassador group.

2.2 The Ambassador group shall be defined as a user group comprised of up to five (5) Town of Vulcan residents who will provide input to Town staff regarding the implementation and use of off-leash dog areas.

2.3 *ADD AMBASSADOR SCHEDULE "A"*

RULES AND REGULATIONS

3

3.1 The intent of the rules and regulations are to provide clear guidelines for the off-leash dog area users. Rules and regulations do not include off-leash areas etiquette which shall be developed in collaboration with the Ambassador program and promoted with the users of off-leash areas. *3.2* Rules and regulations signage with hours of operations and emergency contact numbers shall be posted at the entrance of the off-leash area.

3.3 *ADD RULES SCHEDULE "B"*

MAKE SCHEDULE "B"
Off Leash Dog Area Rules and Regulations

1. Anyone entering the Vulcan Bark Park does so at their own risk. The Town of Vulcan is not responsible for the safety of person and /or dogs while in the Park, and shall not be liable to anyone for any injuries or damages suffered by any person or dog while in the Vulcan Bark Park.
2. All parking lots are on-leash, including the parking lot for designated off-leash area
3. Dogs must be kept on-leash until inside the double gated area
4. All dogs shall wear a visible dog license
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7. Dogs must be under the control and in view of their handler at all times
8. No children under the age of 14 are allowed in the park unless accompanied by an adult and the adult is the dog handler
9. Handlers must have possession of the dog leash at all times, said leash shall be no more than two meters in length
10. To protect all dogs, please do not bring aggressive dogs to the park. Handlers must remove any dog displaying aggressive tendencies.
11. Handlers are limited to a maximum of three dogs
12. Female dogs in heat are prohibited
13. No glass containers permitted
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15. Handlers are responsible for any injuries caused by the dog(s) under their control
16. Other than dog treats, no food is permitted the park
17. No puppies under five months are allowed in the park
18. Dog owners shall not allow their dog(s) to become a nuisance to other people or animals in an off-leash area. Activities that constitutes a nuisance include, but are not limited to, the following:
 - Allowing a dog(s) to run at a distance from the owner where the dog(s) cannot respond to voice or sign commands;
 - Dog(s) doing any act that injures a person or another animal;
 - Dog(s) chasing or otherwise threatening a person or another animal
 - Dog(s) biting;
 - Excessive barking, howling or otherwise disturbing any person or other animal;
 - Dog(s) causing damage to property
19. Dog owners must obey the orders of a designated Town representative, By-Law Officer, Ambassador and/or RCMP.
20. The dog park will be closed when maintenance is being done at the discretion of Public Works Foreman.
21. Fines for offences are outlined in schedule A of the Animal Control Bylaw #1368-08

4 IMPROVEMENT OF OFF-LEASH AREAS

4.1 Town staff, designated by Council, and the Ambassador group will meet four (4) times per year to review needs and requirements for off-leash areas. This review may include but not be limited to consideration of amenities, maintenance, operations and awareness.

4.2 The Ambassador group will establish park etiquette guidelines which will be posted in the off-leash dog area. Ambassador group members will provide suggestions for new initiatives and improvements to off-leash dog areas. Ambassador group members will also be involved with awareness and promotion initiatives.

4.3 Ambassador group members may choose to undertake fundraising initiatives for the off-leash area. Funds raised can be reinvested in off-leash area as recommended by the Ambassador group and approved by the Town. No amenities shall be added to an off-leash area without the prior consent of the Town.

5 ASSESSMENT OF OFF-LEASH AREAS

5.1 Town staff, as designated by Council, shall evaluate the performance of the off-leash dog areas once per year. In the evaluation process, staff will review comments received from off-leash park users and the general public and will also consider the following:

- A) public health concerns;
- B) number and severity of complaints;
- C) risk management issues;
- D) impact on land and surroundings;
- E) Non-compliance with municipal by-laws.

5.2 Where one or more indicators have been identified as areas of concern which could have an impact on public safety or quality of life, staff and the Ambassador group will determine if further actions are required to eliminate the concerns or if the off-leash area should be removed. Where site removal is preferred, a recommendation shall be submitted to the Town Council.

5.3 Off-leash area closures are at the discretion of council.

- END OF POLICY-

Town of Vulcan

Request for Decision (RFD)

Amend Policy C-10 – Ball Diamond Maintenance

Meeting: Regular Council
Meeting Date: July 24, 2017
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

Council is reviewing current policies and is requesting that Council amend Policy C-10 – Ball Diamond Maintenance with changes to the format and the wording of the policy.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached is a draft copy of Policy C-10 – Ball Diamond Maintenance for Council's consideration.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council adopts Policy C-10 – Ball Diamond Maintenance as amended.

Initials show support -Reviewed by:

Director:


CAO

TOWN OF VULCAN

Policy Manual

10.3

<u>POLICY NUMBER</u>			<u>TITLE OF POLICY</u>
C-10			Ball Diamond Maintenance
Approval	D/M/Y	Resolution #	
From: PU-5		To: C-10	
Amended			

STATEMENT:

The Town of Vulcan requires a policy to formalize a process for identifying those responsible to for the required maintenance of the Community Ball Diamonds within the Town.

1. Policy

The Town's ball diamonds shall be maintained in accordance with the following guidelines:

- 1.1** The users of the facility shall be responsible for dragging the diamonds and liming the base lines.
- 1.2** If the users do not have their own limer, the unit from the Recreation Department may be used, subject to availability.
- 1.3** The Public Works department will water the grass and keep the fences and dugout areas in good repair.
- 1.4** The Public Works Department will determine the schedule for cutting the grass. However, if a user considers that the grass requires cutting prior to a game, they should make advance arrangements with the Town Foreman to request having it cut.

- END OF POLICY-

TOWN OF VULCAN

TITLE: Ball Diamond Maintenance

POLICY NUMBER: ~~PU-5~~

C-10

**ADOPTED BY COUNCIL AT A
REGULAR/SPECIAL COUNCIL
MEETING:**

**SUPERSEDES
POLICY NUMBER:**

**SUPERSEDED BY
POLICY NUMBER:**

STATEMENT: *THOSE RESPONSIBLE*

Policy

The Town's ball diamonds shall be maintained in accordance with the following guidelines:

1. *USERS* Ball clubs are responsible for dragging the diamonds and liming the base lines.
1. 2. If the *USERS* clubs do not have their own limer, the unit from the Recreation Office may be used, subject to availability.
1. 3. The Town will water the grass and keep fences in repair. *+ DUGOUT AREA*
GOOD
1. 4. The Town will cut the grass. However, if a ball *USER* club considers that the grass requires cutting prior to a ball game, *THEY* it should make advance arrangements with the Town Foreman to have it cut. *REQUEST*

Town of Vulcan

Request for Decision (RFD)

Rescind Policy C-6 – Banners/Advertising on Town Property

Meeting: Regular Council
Meeting Date: **July 24, 2017**
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

Administration is requesting that Council rescind Policy C-6 – Banners/Advertising on Town Property.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

A new Land Use Bylaw No. 1437-15 was approved by Council on March 23, 2015. The information outlined in Policy C-6 is now covered in the new Land Use Bylaw and therefore Policy C-6 Banners/Advertising on Town Property is no longer required..

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council rescinds Policy C-6 – Banners/Advertising on Town property as requested.

Initials show support -Reviewed by:

Director:


CAO

TOWN OF VULCAN	
TITLE: Banners/Advertising on Town-Owned Property ADOPTED BY COUNCIL AT A REGULAR/SPECIAL COUNCIL MEETING: August 24, 1998	POLICY NUMBER: C-6
	MOTION NUMBER: 98.216
	BY-LAW NUMBER:
STATEMENT: <p>In accordance with Land Use By-Law No. 1206, Schedule 7, sections 4C and D, the following shall be prohibited in the Town of Vulcan:</p> <ul style="list-style-type: none"> - Posting of garage sales or any other events on street light posts downtown or on refuse containers. <p>Also prohibited shall be:</p> <ul style="list-style-type: none"> - Hanging of banners or pennants on town-owned light standards. <p><u>RECORD</u></p> <ul style="list-style-type: none"> - NEW LAND USE BYLAW APPROVED - COVERED IN NEW LAND USE BYLAW 	

SECTION 4 GENERAL PROVISIONS

- 4.1 All proposed signs, with the exception of the exemptions as provided for in subsection 7.2, shall be authorized by the Development Officer prior to any building permit being issued.
- 4.2 With the exception of the special provisions relating to billboards, all signs shall contain "point-of-sale advertising" only. All other off-premises signage applications shall be referred to the Municipal Planning Commission.
- 4.3 No sign shall be permitted which is attached to a fence, pole, tree or any object in a public street or place.
- 4.4 No sign shall be permitted which is attached to or standing on the ground in any public street or place.
- 4.5 No signs shall be erected so as to obstruct free and clear vision of vehicular traffic or at any location where it may interfere with, or be confused with, any authorized traffic

Schedule 7 | 4 Town of Vulcan Land Use Bylaw No. 1437-15

Town of Vulcan

Request for Decision (RFD)

Rescind Policy PU-6 – Kinsmen Playgrounds and Parks

Meeting: Regular Council
Meeting Date: **July 24, 2017**
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

Administration is requesting that Council rescind Policy PU-6 – Kinsmen Playgrounds and Parks.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Council adopted Policy F-2 Donation and Tax Receipt policy on July 25, 2016. Policy PU-6 is no longer required as it is now covered under Policy F-02 Donation and Tax Receipt policy.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council rescinds Policy PU-6 – Kinsmen Playgrounds and Parks as requested.

Initials show support -Reviewed by:

Director:


CAO

TOWN OF VULCAN

TITLE: Kinsmen Playgrounds and Parks**POLICY NUMBER:** PU-6**ADOPTED BY COUNCIL AT A
REGULAR/SPECIAL COUNCIL
MEETING:***REC'D***SUPERSEDES
POLICY NUMBER:****SUPERSEDED BY
POLICY NUMBER:****STATEMENT:**

The Town shall supply and pay for the labour for the maintenance of the playgrounds and parks sponsored by the Kinsmen Club of Vulcan and the Kinsmen Club shall pay the material maintenance costs.

*DONATED ITEM'S NOW COVERED
IN POLICY F-02*

Town of Vulcan

Request for Decision (RFD)

Community Group Storage Compound

Meeting: Regular Council
Meeting Date: July 24, 2017
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

Over the past several years many of the service groups in Town has expressed interest in a community group storage compound which could be located somewhere within the Town of Vulcan. Most recently Council identified the vacant lot on 4th Street North as a possible location for this facility.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The various service groups within Vulcan have indicated their support for the creation of a Community Group Storage Facility by the Town of Vulcan. Administration has consulted with the various departments to develop this proposal for Council's consideration.

COSTS / SOURCE OF FUNDING (if applicable):

The funding for this project will be drawn from the Contingency Reserve and not to exceed \$10,000.00.

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves the development of Lot 9, Blk 41 on 4th Street North to create a Community Group Storage Facility, and that the funding for this project to be drawn from the Contingency Reserve and not to exceed \$10,000.00.

Initials show support -Reviewed by:

Director:

CAO



ADMINISTRATION REPORT

TO: TOWN COUNCIL

FROM: Kim Fath, CAO

DATE: July 13th, 2017

Background

Over the last several years many of the service groups in Town have expressed interest in a community group storage compound which could be located somewhere within the Town of Vulcan. Most recently Council identified the vacant lot on 4th Street North as a possible location for this facility.

Discussion

The Recreation department has contacted many of the service groups and has provided a report in support of this location. Public Works has provided a quote for enclosing the lot with chain-link fencing. The Development department has made arrangements for council to amend the land use bylaw to accommodate the placement of shipping containers on this type of property.

We have received correspondence from the Vulcan Kinsmen Club, who are in full support of the development of this space for community group storage. They have already approved the purchase of a container for this project, and the storage of the soap box derby cars.

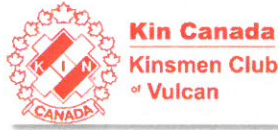
If approved Administration will create a policy for how this facility will be operated including the size, color, and type of storage containers allowed, and will bring this forward for Councils approval. The development of this lot into a central location for community groups to store their items will greatly benefit the community by providing space to house the numerous things that have been acquired by these service groups for the benefit of our residents.

Consideration

Council is asked to consider approving the development of lot 9 Bk 41 on 4th Street North for the purpose of creating a Community Group Storage Facility, and that the funding for this project to be drawn from the Contingency Reserve and not to exceed \$10,000.00



Kim Fath
Chief Administrative Officer



"Serving the Community's Greatest Needs since 1963"

Town of Vulcan
Box 360 Vulcan, AB T0L 2B0
Phone (403) 485-2417
Fax (403)- 485-2914

Town Council, Mayor and Administration,

It is to our understanding that the Town of Vulcan is working on a storage program for community groups to keep many of our assets. The Kinsmen Club of Vulcan is greatly interested in this program as we have some larger items that need to find a permanent storage location.

The Kinsmen Club for some time has voted and approved to purchase a container. We would be willing to cooperate with Town of Vulcan to follow any MPC recommendations required for the location of our container in any designated areas inside the Town of Vulcan boundaries.

We are hoping the program will move forward swiftly as we know other groups affiliated with us would be greatly appreciative of this opportunity to help keep our clubs organized.

As it is to our understanding that the program will still take some time to finalize the Kinsmen Club of Vulcan are requesting that we locate a container in the PUBLIC WORKS COMPOUND for the time being. We hope to have a container delivered before the end of July 2017. In the event the storage facility is completed the Kinsmen Club of Vulcan would organize and if necessary pay to have the container relocated to its permanent home at 9 block 41 on 4th Street North.

If you could respond and let us know if this would be a possible as we have 10-12 Soap Box Derby Cars and the ramps that are in need of a "garage" after Saturday, July 15.

Thanks for your time and attention to this matter. We will wait for your response.

Matt Orr
President
Kinsmen Club of Vulcan

Box 248
Vulcan, AB T0L 2B0
Website: www.vulcankinsmen.ca
E-mail: kinsmenclubvulcan@gmail.com

SUPERIOR FENCING LTD.

Site 1 Box 74 RR6
Calgary, Alberta T2M 4L5
Tel: 403-285-5601 Fax: 403-293-1207
Email: superiorfencing@shaw.ca
TAX Reg No: R103028353

QUOTE**Town of Vulcan**

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

Quotation QT1454
Date 26/01/2017
Attn: Stew Birch
Cust Ref. Chain Link
Term 30 Days

Description	Amount
Supply & Install:	
390' - 2" x 9ga. x 6' high galvanized chain link fence	
c/w	
1 - 30' wide double swing gate c/w 10" wheel welded into gate frames	
2 - 3 1/2" OD sch. 40 gate posts	
3 - 2 7/8" OD corner posts	
2 - tie-ins to existing posts	
1 7/8" OD line posts	
1 5/8" OD top rail	
#9ga. bottom wire	\$7,460.00

Quote based on frost free conditions

Sub Total	\$7,460.00
GST	\$373.00
Total	\$7,833.00



MEMO

To: Town of Vulcan Council

From: Bonnie Ellis, Director of Recreation

Re: Community SeaCan Storage Facility

Date: July 20, 2017

Dear Council,

The Recreation office was ask to look into the need and interest of having a community storage area built in Vulcan.

I have heard back from the following groups that are interested in having an accessible place to store their equipment:

Lions, Kinsmen, Minor Baseball, Soccer Association, Recreation Committee, Spock Days, Vulcan Tourism, Show and Shine and Tinman.

I am in favour of having this badly needed storage facility for our community.

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

Respectfully Submitted,

Bonnie Ellis
Director of Recreation and Community Services
Town of Vulcan

Town of Vulcan

Request for Decision (RFD)

Vulcan Town and County Fire Protection

Meeting: Regular Council
Meeting Date: July 24, 2017
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

Over the last several months the Town and County have been working at developing an operational agreement for fire protection in the Vulcan district.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Fire Agreement Committee met to discuss changing the proposed organizational chart for the agreement. The proposed amendments were taken back to the respective Council's for their input.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT

Initials show support -Reviewed by:

Director:


CAO



ADMINISTRATION REPORT

TO: TOWN COUNCIL

FROM: Kim Fath, CAO

DATE: July 20th, 2017

Background

Over the last several months the Town and County have been working at developing an operational agreement for fire protection in the Vulcan district.

Discussion

On July 10th the committee met to discuss changing the proposed organizational chart for the agreement. As a result of this discussion it was recommended to take the proposed amendments back to individual councils for input. This was presented Town Council the evening of July 10th and to County Council on the morning of July 12th

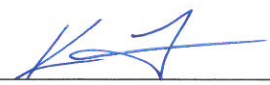
On Friday July 14th I was informed that County council had unanimously decided to move forward with the regionalization of the rural portion of Station 18, and had already appointed a new fire chief. I was asked to sign off on a joint media release which was issued that day.

On Monday July 17th the County staff met with members of station 18 to inform them that a new station 27 had been created for the rural district and that they were encouraged to join the new station.

On Tuesday July 18th I met with 16 of the members of Station 18 and confirmed with them that they have the support of the Town Council and administration. All of the members present at the meeting have committed to continuing to provide fire protection to the Town of Vulcan through station 18.

Consideration

Council is asked to provide administration direction as to how you would like me to move forward in regards to Fire Protection for the Town of Vulcan.



Kim Fath
Chief Administrative Officer

Town of Vulcan

Request for Decision (RFD)

Chief Administrative Officer Holidays

Meeting: Regular Council
Meeting Date: **July 24, 2017**
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

The Chief Administrative Officer is requesting Council's approval to take holidays from July 31st – August 8th, 2017 and August 21st – September 5th, 2017.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves the Chief Administrative Officer request for holidays from July 31st – August 8th, 2017 and August 21st – September 5th, 2017.

Initials show support -Reviewed by: _____

Director: _____


CAO