

**AGENDA FOR THE REGULAR MEETING OF COUNCIL  
TO BE HELD IN THE TOWN OF VULCAN COUNCIL CHAMBERS  
ON MONDAY, APRIL 9, 2018  
COMMENCING AT 7:00 PM**

**PUBLIC HEARING - NIL**

**CALL TO ORDER -**

**1.0 Call to Order:**

**2.0 Delegations - NIL**

**3.0 Public Hearing - NIL**

**4.0 Adoption of Agenda**

**5.0 Adoption of Previous Minutes**

5.1 Regular Council Meeting Minutes – March 26, 2018

**6.0 Unfinished Business**

6.1 Amendment to Joint Operation Agreement for Fire Protection Services

**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 Rescind Policy A-15 – Fire Chief Honorarium

## **11.0 New Business**

- 11.1 Bob Shearer – Business Incentive Application
- 11.2 Street Closure Request – Show & Shine July 21-22, 2018
- 11.3 Street Repair – Asphalt Sealing
- 11.4 2018 Capital Infrastructure Project
- 11.5 Street Light Replacement

## **12.0 Notice of Motion**

## **13.0 Management Reports**

- 13.1 Management Reports

## **14.0 In-Camera - NIL**

## **15.0 Adjournment**

# Town of Vulcan

Request for Decision (RFD)

## Adoption of Previous Minutes Regular Council Meeting March 26, 2018

Meeting:	Regular Council
Meeting Date:	<b>April 9, 2018</b>
Originated By:	Kim Fath

### BACKGROUND / PROPOSAL:

The Minutes of the Regular Meeting of Council, held in the Town of Vulcan Council Chamber on Monday, March 26, 2018 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, March 26, 2018 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, MARCH 26<sup>th</sup>, 2018**

**PRESENT:**

Mayor	- Tom Grant
Councillor	- Paul Taylor
Councillor	- Georgia-Lee DeBolt
Councillor	- Lyle Magnuson
Councillor	- Laura Thomas
Councillor	- Lorna Armstrong
Chief Administrative Officer	- Kim Fath
Recording Secretary	- Karen Rose

**ABSENT:** Councillor - Michelle Roddy

**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 - NIL**

**4.0 Adoption of Agenda**

**Motion No.: 18.071**

Moved by Councillor Lyle Magnuson THAT the agenda governing this meeting be adopted as presented.

**CARRIED UNANIMOUSLY**

**5.0 Adoption of Previous Minutes**

**5.1 Regular Council Meeting Minutes**

The Minutes of the Regular Meeting of Council, held in the Town of Vulcan Council Chamber on Monday, March 12, 2018 were presented to Council.

**Motion No.: 18.072**

Moved by Councillor Georgia-Lee DeBolt THAT the Minutes of the Regular Council Meeting, held in the Town of Vulcan Council Chamber on Monday, March 12, 2018 be approved and read by each member of Council as presented.

**CARRIED UNANIMOUSLY**

*March 26<sup>th</sup>, 2018*

*Regular Council Meeting*

*Page 1*

Initials

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## **6.0 Unfinished Business**

### **6.1 Snow Removal Concern**

At the March 12, 2018 Regular Council meeting, Council was addressed by a concerned resident in regards to the current level of snow removal undertaken by the Town. In response to this discussion it was suggested that administration could look into the costs of increasing the level of service.

**Motion No.: 18.073**

Moved by Councillor Lorna Armstrong THAT Council receives this as information and that Administration forward a copy of the Administration report to Nikki Larson.

**CARRIED UNANIMOUSLY**

## **7.0 Financial Reports**

### **7.1 Cash Statement - Ending February 28, 2018**

**Motion No.: 18.074**

Moved by Councillor Lorna Armstrong THAT the Cash Statement for the period ending February 28, 2018 be received as information.

**CARRIED UNANIMOUSLY**

### **7.2 Year-to-Date Statement – Ending February 28, 2018**

**Motion No.: 18.075**

Moved by Councillor Paul Taylor THAT the Year-to-Date Statement for the period ending February 28, 2018 be received as information.

**CARRIED UNANIMOUSLY**

## **8.0 Correspondence and Information Items**

8.1 The Correspondence and Information Items for the period ending March 26, 2018 were presented to Council to be received for information.

**Motion No.: 18.076**

Moved by Councillor Paul Taylor THAT Administration send a letter of appreciation to the organizers of the 24 Hour Hockey Game fundraiser for all their hard work and effort that made the 24Hour Hockey Game an outstanding success. **CARRIED UNANIMOUSLY**

**Motion No.: 18.077**

Moved by Councillor Georgia-Lee DeBolt THAT the Correspondence and Information Items for the period ending March 26, 2018 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.

Administration provided a verbal report from the float committee.

**Motion No.: 18.078**

Moved by Councillor Georgia-Lee DeBolt THAT Council appoints Mayor Tom Grant as the liaison between Gary McKinnon and Council in conjunction with the Town float.

**CARRIED UNANIMOUSLY**

**Motion No.: 18.079**

Moved by Councillor Laura Thomas THAT the minutes and/or verbal reports of Town represented Boards/Committees at the March 26, 2018 Town Council Meeting be received for information.

- Vulcan Joint Use Committee – Minutes – June 12, 2017
- Twin Valley Regional Water Commission – Minutes – January 22, 2108
- Twin Valley Regional Water Commission – Email Minutes – February 6, 2018
- Vulcan Fire Services Committee – Minutes – February 20, 2018
- Twin Valley Regional Water Commission – Email Minutes – February 21, 2018
- Family & Community Support Services – Agenda – Minutes – February 22, 2018
- Vulcan District Waste Commission – Agenda – Minutes – February 28, 2018
- Twin Valley Regional Water Commission – Minutes – March 6, 2018
- Vulcan Golf and Country Club – Minutes – March 20, 2018

Initials

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Verbal Reports:

- Councillor Paul Taylor
  - Vulcan Fire Services Committee
- Councillor Georgia-Lee DeBolt
  - Family and Community Support Services
- Councillor Laura Thomas
  - Community Futures Highwood
  - Vulcan Brand Innovation Team
- Councillor Lorna Armstrong
  - Vulcan Golf and Country Club
  - Vulcan Health & Wellness Foundation
- Mayor Tom Grant
  - Vulcan Health and Wellness Foundation

**CARRIED UNANIMOUSLY**

**10.0 Bylaws/Policies**

**10.1 Bylaw No. 1465-17-A – Amend Bylaw No. 1465-17 Local Improvement Tax**

Bylaw No. 1465-17 Local Improvement Tax was passed by Council on November 13, 2017 to authorize a local improvement tax levy to pay for the 100 block of 2<sup>nd</sup> Street South pavement and curb local improvement tax.

An amendment was necessary to reflect an amendment to the Local Improvement policy PL-03 Section 3.2 and its effects on the cost allocation to land owners of 100 block of 2<sup>nd</sup> Street South pavement and utility infrastructure local improvement project.

**Motion No.: 18.080**

Moved by Councillor Lorna Armstrong THAT Bylaw No. 1465-17-A be given first reading.

**CARRIED UNANIMOUSLY**

**Motion No.: 18.081**

Moved by Councillor Georgia-Lee DeBolt THAT Bylaw No. 1465-17-A be given second reading.

**CARRIED UNANIMOUSLY**

Initials

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**Motion No.: 18.082**

Moved by Councillor Paul Taylor THAT Bylaw No. 1465-17-A be introduced for third and final reading.  
**CARRIED UNANIMOUSLY**

**Motion No.: 18.083**

Moved by Councillor Lyle Magnuson THAT Bylaw No. 1465-17-A be given third and final reading.  
**CARRIED UNANIMOUSLY**

**10.2 Bylaw No. 1466-17-A – Amend Bylaw No. 1466-17 Local Improvement Tax**

Bylaw No. 1466-17 Local Improvement Tax was passed by Council on November 13, 2017 to authorize a local improvement tax levy to pay for the 200 block of 2<sup>nd</sup> Street South pavement and utility infrastructure local improvement tax.

The amendment is necessary to reflect an amendment to the Local Improvement policy PL-03 Section 3.2 and its effects on the cost allocation to land owners of 200 block 2<sup>nd</sup> Street South pavement and utility infrastructure local improvement tax.

**Motion No.: 18.084**

Moved by Councillor Paul Taylor THAT Bylaw No. 1466-17-A be given first reading.  
**CARRIED UNANIMOUSLY**

**Motion No.: 18.085**

Moved by Councillor Georgia-Lee DeBolt THAT Bylaw No. 1466-17-A be given second reading.  
**CARRIED UNANIMOUSLY**

**Motion No.: 18.086**

Moved by Councillor Laura Thomas THAT Bylaw No. 1466-17-A be introduced for third and final reading.  
**CARRIED UNANIMOUSLY**

**Motion No.: 18.087**

Moved by Councillor Lorna Armstrong THAT Bylaw No. 1466-17-A be given third and final reading.  
**CARRIED UNANIMOUSLY**



### **10.3 Fire Protection Service Agreement Bylaw No. 1471-18**

The Town of Vulcan and Vulcan County have been working at developing a joint operation agreement for fire protection services in the Vulcan district.

#### **Motion No.: 18.088**

Moved by Councillor Georgia-Lee DeBolt THAT Bylaw No. 1471-18 be given first reading.  
**CARRIED UNANIMOUSLY**

#### **Motion No.: 18.089**

Moved by Councillor Paul Taylor THAT Council amends Section 6.3 of the fire agreement with the removal of “premises owned by the Vulcan County” to be replaced with “at the Vulcan Fire Station”.  
**CARRIED UNANIMOUSLY**

#### **Motion No.: 18.090**

Moved by Councillor Lyle Magnuson THAT Bylaw No. 1471-18 be given second reading.  
**CARRIED UNANIMOUSLY**

#### **Motion No.: 18.091**

Moved by Councillor Laura Thomas THAT Bylaw No. 1471-18 be introduced for third and final reading.  
**CARRIED UNANIMOUSLY**

#### **Motion No.: 18.092**

Moved by Councillor Lorna Armstrong THAT Bylaw No. 1471-18 be given third and final reading.  
**CARRIED UNANIMOUSLY**

### **10.4 Bylaw No. 1472-18 – Local Improvement – 200 Block of 4 Street South**

This bylaw authorizes the Council of the Municipality to impose a local improvement tax in respect of all lands that directly benefit from the 200 block of 4<sup>th</sup> Street South pavement and utility infrastructure local improvement project.

#### **Motion No.: 18.093**

Moved by Councillor Paul Taylor THAT Bylaw No. 1472-18 be given first reading.  
**CARRIED UNANIMOUSLY**

**Motion No.: 18.094**

Moved by Councillor Georgia-Lee DeBolt THAT Bylaw No. 1472-18 be given second reading. **CARRIED UNANIMOUSLY**

**Motion No.: 18.095**

Moved by Councillor Lyle Magnuson THAT Bylaw No. 1472-18 be introduced for third and final reading. **CARRIED UNANIMOUSLY**

**Motion No.: 18.096**

Moved by Councillor Laura Thomas THAT Bylaw No. 1472-18 be given third and final reading. **CARRIED UNANIMOUSLY**

**11.0 New Business**

**11.1 Request for Support RCAF Aircraft Flyby**

The Spock Days committee requested the Town of Vulcan's support for the RCAF Aircrafts to do a flyby at the 2018 Spock Days on June 10, 2018 at 3:00 p.m.

**Motion No.: 18.097**

Moved by Councillor Lyle Magnuson THAT Council approves the request from the Spock Days committee for a flyby from the RCAF Aircraft and that the Airport Authority be involved in the planning of this event. **CARRIED UNANIMOUSLY**

**11.2 Replacement of Arena Condenser and Boilers**

At the Strategic Planning session in February, Council identified the replacement of the condenser for the ice plant and the arena boiler system as priorities for the Town.

**Motion No.: 18.098**

Moved by Councillor Lorna Armstrong THAT Council directs Administration to prepare a proposal for the immediate replacement of the ice plant condenser at the Vulcan Arena, including funding options to be brought back to Council for approval, as well as including the arena boiler system replacement in the 2019 budget. **CARRIED UNANIMOUSLY**

### **11.3 Request for Continuing Support for vTV**

In September 2016 the Town of Vulcan provided the Vulcan Brand Innovation Team (VBIT) with a one-time grant of \$5,000.00 for the continued administration of the Community Virtual Network (vTV). The VBIT committee requested the same level of funding be provided annually.

#### **Motion No.: 18.099**

Moved by Councillor Lorna Armstrong THAT Council approves a one-time grant to Vulcan Brand Innovation Team for \$5,000.00 to be drawn from the Contingency Reserve and additional requests for funding will be received before October 15<sup>th</sup> accompanied by financial statements and a presentation highlighting the value of Community Virtual Network (vTV) to the community.

**CARRIED**

### **12.0 Notice of Motion - NIL**

### **13.0 Management Reports - NIL**

### **14.0 In-Camera**

#### **14.1 New Urban Design - Letter of Intent – FOIPPR Section 18(1)(c)**

#### **14.2 Carbert/Waite LLP – Offer of Settlement – FOIPPR Section (1)(e)**

#### **Motion No.: 18.100**

Moved by Councillor Lyle Magnuson THAT Council moves in-camera at 8:25 p.m. under the Freedom of Information and Protection of Privacy Regulation Section 18(1)(c) for the discussion of land for Senior Housing and Section 18(1)(e) for the purpose of reviewing a legal matter.

**CARRIED UNANIMOUSLY**

Mayor Tom Grant granted a 3 minute recess.

#### **Motion No.: 18.101**

Move by Councillor Lorna Armstrong THAT Council moves out-of-camera at 8:55 p.m.

**CARRIED UNANIMOUSLY**

**Motion No.: 18.102**

Moved by Councillor Lyle Magnuson THAT Council directs Administration to inform New Urban Design the proposed dry land condominium does not align with Council's intended use for the described lands and at this time declines the request to enter into the agreement outlined in the Letter of Intent. **CARRIED UNANIMOUSLY**

**Motion No.: 18.103**

Moved by Councillor Paul Taylor THAT Council directs Administration to engage North and Company to represent the Town of Vulcan in regards to the offer of settlement submitted by Carbert/Waite LLP on March 14, 2018. **CARRIED UNANIMOUSLY**

**15.0 Adjournment**

The meeting was adjourned by Councillor Laura Thomas at 9:00 p.m.

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Tom Grant  
Mayor

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Kim Fath  
Chief Administrative Officer



# Town of Vulcan

Request for Decision (RFD)

## Amendment to Joint Operation Agreement for Fire Protection Services

Meeting: Regular Council  
Meeting Date: **April 9, 2018**  
Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

The draft Joint Operation Agreement for Fire Protection Services between the Vulcan County and the Town of Vulcan was reviewed by the County Council at their April 4, 2018 Regular Council meeting.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached is a copy of the motion approved at the meeting of Vulcan County Council on April 4, 2018 approving the agreement with an amendment to section 6.3 by adding "subject to Town and County Council approval".

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

### RECOMMENDED ACTION:

Moved by Councillor \_\_\_\_\_ THAT Council accepts the amended agreement and directs the Mayor and Administration to execute the agreement.

Initials show support -Reviewed by:

Director:

CAO




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

TELEPHONE: 1-403-485-2241  
TOLL FREE: 1-877-485-2299  
FAX: 1-403-485-2920  
www.vulcancounty.ab.ca

April 5, 2018

At the April 4, 2018 meeting of Vulcan County Council the following motion was passed.

<p>MOTION No. CC 2018-04-04-22</p>	<p>MOVED BY COUNCILLOR MONNER that Council approve the Joint Operation Agreement for Fire Protection Services between Vulcan County and the Town of Vulcan, with an amended to section 6.3 by adding "subject to Town and County Council approval"; AND that the agreement be executed by the Reeve and Chief Administrative Officer.</p> <p> _____ Chief Elected Official or Duly Authorized Signing Officer</p> <p><u>APRIL 5/18</u> _____ Date</p>
	<p>CARRIED UNANIMOUSLY</p>



## **5.0 PURPOSE**

- 5.1 The purpose of this agreement is to establish a joint undertaking to cooperatively provide fire protection services for fire suppression and emergency response in both Municipalities.

## **6.0 CAPITAL ASSETS**

- 6.1 It is hereby agreed by all the parties to this Agreement, and for the purposes of this Agreement, that all operational and capital equipment currently used by the Parties and housed at the Fire Station, are wholly owned by the County at Fifty (50%) Percent and the Town at Fifty (50%) Percent.
- 6.2 A provision in the Standard Operating Guidelines will be established to manage the use of all equipment purchased through funds raised by the membership, and housed within the Fire Station.
- 6.3 It is agreed that any Capital Purchases (new units) provided by Vulcan County and the Town of Vulcan will be purchased at a percentage basis as recommended by the Vulcan and District Fire Committee, **subject to Town and County Council approval**, and will be located at the Vulcan Fire Station.
- 6.4 County and Town agree that sale proceeds from any jointly purchased truck/equipment sold will be transferred annually to a Capital Reserve held by the Vulcan County. Funding generated from this reserve will be applied directly to capital purchases and independent from the cost sharing allocation outlined in section 6.3. Disposal of assets will come at the recommendation of the Vulcan and District Fire Committee and approved by both Councils.
- 6.5 All Capital Purchases (value over \$5,000.00) shall be recommended by the Vulcan and District Fire Services Committee and purchased in accordance with the Vulcan County Purchasing Authority and Procurement Policy.
- 6.6 The County and the Town will be responsible for the Inventory and Capitalization of all joint capital purchases at the percentage basis established at the time of purchase and recommended by the Vulcan and District Fire Committee.
- 6.7 Fire Apparatus shall be registered to Vulcan County for the purpose of Commercial Vehicle Inspection Program (CVIP).
- 6.8 In the event that the members of Station 27 Vulcan Fire no longer wish to house and care for the 1929 Ford Fire Apparatus it shall become a historical resource to the Town of Vulcan.

## **7.0 OPERATIONAL COST SHARING ALLOCATION**

### **7.1 Operational Costs**

All operational costs will be cost-shared with County at Sixty (60%) Percent and Town at Forty (40%) Percent, including but not limited to:

- Operational Supplies and Consumables
- Training, Meeting and On Call Per Diems/Honorariums
- Workers Compensation
- Memberships and Registrations
- Freight and Postage
- Telecommunications
- Hall Maintenance
- Vehicle and Equipment Repairs and Maintenance and Servicing
- Vehicle and Equipment Insurance
- Fuel



# Town of Vulcan

Request for Decision (RFD)

## Correspondence and Information

Meeting: Regular Council  
Meeting Date: **April 9, 2018**  
Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

Attached is the list of Correspondence and Information for the period ending April 9, 2018.

### 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 April 9, 2018 be received for information.

Initials show support -Reviewed by:

Director:

CAO



**Report on Miscellaneous Correspondence 8.1 (2) - April 9, 2018**

**A. Workers' Compensation Board – Alberta**

April 28 – National Day of Mourning

**B. Alberta Municipal Affairs**

Additional 2017 Municipal Sustainability Initiative (MSI) Capital Funding

**C. Alberta Municipal Affairs**

Municipal Accountability Program (MAP)

(Municipal Accountability Program summary is posted on the website through the Council Log In under Councillor Reports and Information)

**D. Family and Community Support Services and Community Safety Net**

Personal Safety – Smart Choices for LIFE family resource

**E. Alberta Public Works Association**

National Public Works Week, May 20-26, 2018 – “The Power of Public Works”

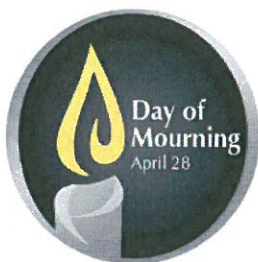
**F. Partners For the Saskatchewan River Basin**

Request for Membership Support

Corporate Communications



Tel: 780-498-8680 9925 107 Street  
Fax: 780-498-7875 PO Box 2415  
Website: wcb.ab.ca Edmonton AB T5J 2S5



March 21, 2018

Dear Mayors, Reeves and Councillors:

**RE: April 28 – National Day of Mourning**

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On April 28, we all come together to remember the workers who were killed, injured or disabled at work.

In 2017, we lost 166 men and women to workplace injury or illness in Alberta.

To remember them, we have developed a memorial poster (enclosed) in recognition of the day. This poster will appear at workplaces, public places and in ceremonies across the province as a remembrance and a tribute to the workers killed or injured on the job, and a reminder that we need to work together to make workplaces safer.

We have also included a small vinyl sticker to provide a tangible reminder of the significance of April 28. If you are interested in distributing them to visitors, we would be happy to provide you with a supply.

We ask that you display the poster and use it in any events marking Day of Mourning.

If you have any questions, need stickers or additional posters, please contact Dina DaSilva, WCB Corporate Communications at 780-498-8616 or [dina.dasilva@wcb.ab.ca](mailto:dina.dasilva@wcb.ab.ca).

We will be lowering our flags to half-mast on April 28. We invite you to join us in marking this important day by doing the same.

Sincerely,

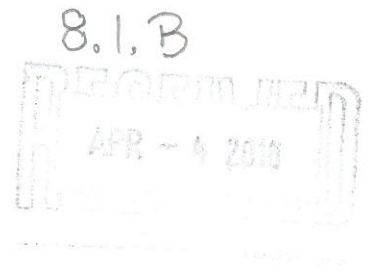
Dayna Therien  
Director of Corporate Communications  
WCB-Alberta

Encl.



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Leduc-Beaumont*



AR93219

March 29, 2018

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

Dear Mayor Grant,

Our government is committed to supporting municipalities in providing quality infrastructure and services to Albertans. As part of that commitment, I am pleased to confirm that \$800 million has been made available to Alberta's municipalities through a 2017-18 Supplementary Estimate.

Your additional 2017 Municipal Sustainability Initiative (MSI) Capital funding is \$275,725. March 2018 allocations for all municipalities are also posted on the Municipal Affairs MSI website at [www.municipalaffairs.alberta.ca/msi](http://www.municipalaffairs.alberta.ca/msi). Details on the allocations, as well as the application process and payment requirements for these funds, are available on the MSI webpage in the *Addendum to 2017 MSI Capital Program Guidelines*. While this funding is intended to provide Alberta's municipalities with additional flexibility to plan for the future, it does not constitute an overall increase to anticipated MSI funding.

The government understands how important it is to ensure that municipalities are able to fund the infrastructure that Albertans use every day, now and into the future. I look forward to continuing our cooperative efforts to build strong and thriving communities for Albertans.

Sincerely,

Hon. Shaye Anderson  
Minister of Municipal Affairs

cc: Kim Fath, Chief Administrative Officer, Town of Vulcan



ALBERTA  
MUNICIPAL AFFAIRS

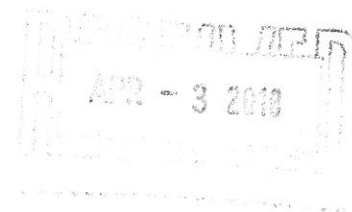
*Office of the Minister*  
*MLA, MLA, Leduc-Beaumont*

8.1.c

March 27, 2018

AR92307

Mayor and Council  
Town of Vulcan  
PO Box 360  
Vulcan, Alberta T0L 2B0



Dear Mayor and Council,

Ensuring Albertans live in viable municipalities with well-managed, collaborative and accountable local governments is a focus of Alberta Municipal Affairs. As such, the ministry plays an important role in providing assistance and support to build municipal capacity and meet legislative requirements. I am pleased to announce my ministry will enhance our support to achieve this through the new Municipal Accountability Program, starting on April 1, 2018.

Municipalities with a population of 5,000 or fewer will participate in the program, which means it is available to approximately 73 per cent of Alberta municipalities. Your Chief Administrative Officer (CAO) will be our primary contact for the program. My staff will work with CAOs to validate compliance or identify concerns and develop corrective solutions where needed.

I understand ministerial inspections and viability reviews can divide and disrupt communities. This program aims to improve municipal capacity and mitigate minor issues that may have the potential to escalate into an in-depth inspection process or viability review. Further details on the program are attached.

The Municipal Accountability Program will run on a multi-year cycle with one-quarter of eligible municipalities taking part in the program in any given year. Municipalities will be selected with consideration given to location and ongoing legislated processes, such as viability reviews, detailed assessment audits, or in-depth inspections. Should your municipality be selected for 2018, your CAO will receive a letter from my Deputy Minister, followed later by direct contact from ministry staff.

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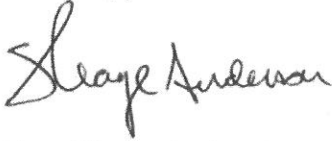


Mayor and Council

-2-

I hope you share my enthusiasm for this program, and I thank you in advance for your co-operation.

Sincerely,

A handwritten signature in black ink, appearing to read "Shaye Anderson". The signature is fluid and cursive, with the first name "Shaye" being more prominent than the last name "Anderson".

Hon. Shaye Anderson  
Minister of Municipal Affairs

Attachment: MAP Executive Summary

April 3, 2018

**RE: PERSONAL SAFETY – Smart choices for LIFE**

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**Dear Community Partners:**

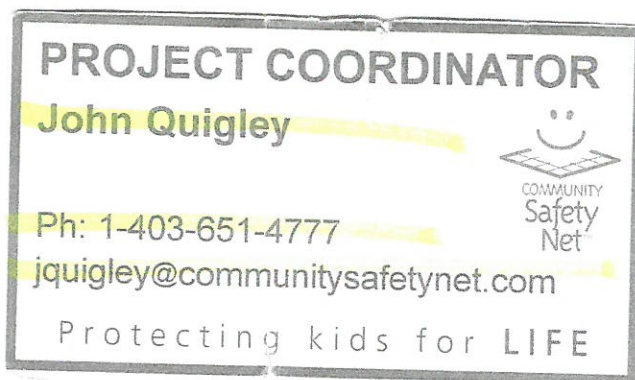
Vulcan and Region FCSS, in partnership with Community Safety Net, is once again presenting the "Personal Safety – Smart choices for LIFE" family resource to educate and protect our youth.

Please welcome **John Quigley** from **Community Safety Net**, who will briefly explain this exciting opportunity to you.

Your Vulcan and Region FCSS is finding that this initiative provides young people in our service area with effective tools to stay safe and injury-free. It offers parents practical ideas on protecting their children, as well.

Sincerely,

Roxanne Lambert  
Community Liason  
(403) 485-2106 Ext 105



***"Putting Our Community First"***

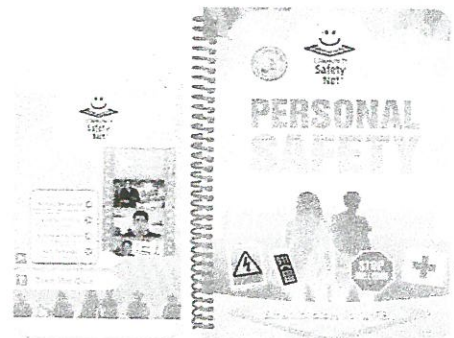
# LEADERSHIP PARTNER NAME

PROTECTING

Kids Right Here In

TOWN

Child Safety Team:



## PERSONAL SAFETY

Smart choices for LIFE

A 112-page full-colour family resource full of information complemented with an interactive video and app.

## \$15 COMMUNITY LEADERS FEATURED...

PER CHILD  
PAID \$15.00

ALL SUPPORTERS ARE FEATURED IN THE FRONT OF EACH CHILD'S SAFETY BOOK AND FEATURED ON YOUR COMMUNITY'S CUSTOM SAFETY APP.

SCHOOL PARTNERS	PROTECTING 100 Kids	Business Name, Address or Website, Phone # With Colour Logo & Full Page Ad	\$1,575.00
SCHOOL PARTNERS	PROTECTING 80 Kids	Business Name, Address or Website, Phone # With Colour Logo & Full Page Ad	\$1,260.00
MULTI-CLASS PARTNERS	PROTECTING 60 Kids	Business Name, Address or Website, Phone # With B&W Logo	\$945.00
CLASS PARTNERS	PROTECTING 30 Kids	Business Name, Address or Website, Phone Number	\$472.50
2/3 CLASS PARTNERS	PROTECTING 20 Kids	Business Name, Address or Website, Phone Number	\$315.00
1/2 CLASS PARTNERS	PROTECTING 15 Kids	Business Name, Phone Number or Website	\$236.25
1/3 CLASS PARTNERS	PROTECTING 10 Kids	Business Name, Phone Number or Website	\$157.50
SUPPORTING PARTNERS	PROTECTING 5 Kids	Business Name Recognized	\$78.75

DOWNLOAD  
YOUR COMMUNITY'S  
FREE CUSTOM  
SAFETY APP!



To support our Safety Initiative please respond at your earliest convenience

Contact John Quigley at: 1-403-651-4777 or Email: [jquigley@communitysafetynet.com](mailto:jquigley@communitysafetynet.com)

or complete the form below and send in with payment to:  
Community Safety Net, 1261 Main Street, Winnipeg, MB R2W 5G9

I'd like to help!

☐ Credit Card (See below) OR ☐ Cheque in the amount of \$ \_\_\_\_\_ \*

\*(payable to Community Safety Net)

Card Number: \_\_\_\_\_ Exp: \_\_\_\_\_ CVV: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Signature: \_\_\_\_\_

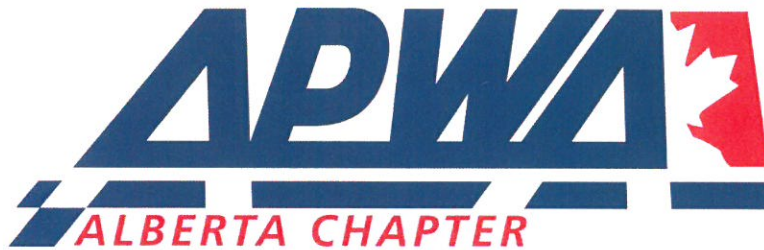
Business Name: \_\_\_\_\_

Address: \_\_\_\_\_ Town, Prov.: VULCAN-AB.

Postal Code: \_\_\_\_\_ Tel: \_\_\_\_\_ Community Code: AB0429



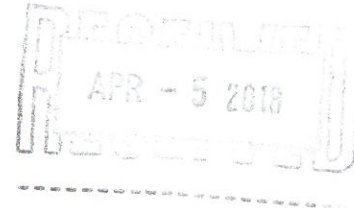




March 29, 2018

**Attention: Honourable Mayors,  
Members of Council and  
Chief Administrative Officers**

**Re: National Public Works Week, May 20-26, 2018 – "The Power of Public Works"**



The APWA Alberta Chapter is seeking your support to recognize and promote National Public Works Week (NPWW) by acknowledging May 20-26, 2018 as National Public Works Week in your community. This year's theme is "The Power of Public Works."

National Public Works Week is observed each year during the third full week of May and this is the 58th year. NPWW calls attention to the importance of public works in community life and seeks to acknowledge the efforts of tens of thousands of men and women in North America who provide and maintain civil infrastructure and services. NPWW also allows Councils to remind the public of the 24/7 services that they are responsible for and are proud of. Many Councils and Public Works departments make this an annual celebration in their communities.

The APWA encourages public works agencies and professionals to take the opportunity to celebrate the week by parades, displays of public works equipment, high school essay contests, open houses, programs for civic organizations and media events. The occasion is marked each year with scores of resolutions and proclamations from Mayors and Premiers and raises the public's awareness of public works issues and increases confidence in public works agencies like yours who are dedicated to improving the quality of life for present and future generations.

For your convenience, I have attached a sample Council proclamation that you may consider using. You may wish to go to [www.publicworks.ca](http://www.publicworks.ca) for a digital copy of the proclamation and information about this year's theme and resources on making your Public Works Week a success. Also please consider entering your event for our annual awards as well as the National Public Works Week award from CPWA. [www.cpwa.net](http://www.cpwa.net) If you have any further questions or require any additional information, please do not hesitate to contact Jeannette Austin, Executive Director at 403.990.2792. Thank you for making a difference.

Please note that declarations should be forwarded to

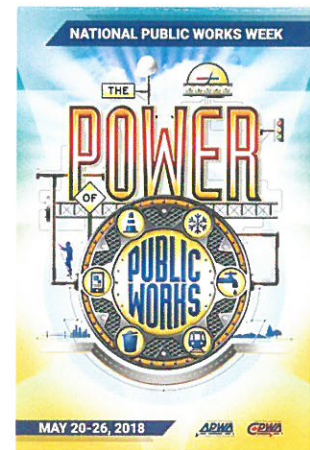
[office@publicworks.ca](mailto:office@publicworks.ca) or by mail to:

APWA Alberta Chapter  
44095 Garside Postal Outlet  
EDMONTON AB T5V 1N6

Yours truly,

A handwritten signature in blue ink, appearing to read "Joline McFarlane".

Joline McFarlane, APWA President



APWA Alberta Chapter 44095 Garside Postal Outlet Edmonton AB T5V 1N6  
[www.publicworks.ca](http://www.publicworks.ca)



**PROCLAMATION**  
*"Public Works Connects Us"*  
**PUBLIC WORKS WEEK**  
**MAY 20-26, 2018**

**WHEREAS:** *public works infrastructure, facilities and services are vital to the health, safety and well-being of the residents of (Enter your city/municipality/town/etc name); and*

**WHEREAS:** *such facilities and services could not be provided without the dedicated efforts of public works professionals, engineers and administrator who are responsible for building, operating and maintaining the public works systems that serve our citizens; and*

**WHEREAS:** *the Public Works Association instituted Public Works Week as a public education campaign "to inform communities and their leaders on the importance of our nation's public infrastructure and public works services"; and*

**WHEREAS:** *it is in the public interest of citizens and civic leaders to gain knowledge of the public works needs and programs of their respective communities;*

**WHEREAS:** *Public Works Week also recognizes the contributions of public works professionals.*

**NOW THEREFORE, I, (Enter Mayor's Name), Mayor of the (Enter your city/municipality/town/etc name), do hereby proclaim the week of May 20-26, 2018, as Public Works Week in Enter your municipality.**

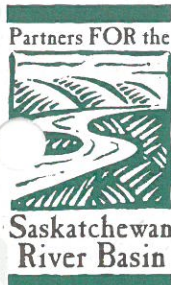
*Dated this day of \_\_\_\_\_, 2018.*

---

**(Enter Mayor's Name), Mayor**



8.1.F



Partners FOR the Saskatchewan River Basin

Managing Partner: Meewasin Valley Authority

402 Third Avenue South, Saskatoon, Saskatchewan S7K 3G5

Telephone: (306) 665-6887 or 1-800-567-8007

Facsimile: (306) 665-6117

Email: [partners@saskriverbasin.ca](mailto:partners@saskriverbasin.ca)Web Site: <http://www.saskriverbasin.ca>

March 28, 2018

Town of Vulcan  
321 - 2nd Street South, P.O. Box 360  
Vulcan, AB T0L 2B0

Partners FOR the Saskatchewan River Basin (PFSRB) would like to request your support. **Your membership and financial support is vital to us realizing our mission.** The progress in building awareness and knowledge of water issues, research, and solutions in the Saskatchewan River Basin (SRB) would not be possible without public support. Help us to continue doing this crucial work.

PFSRB has been promoting watershed stewardship and sustainability of the SRB since 1993. The SRB is an international watershed that includes the three Prairie Provinces and a small portion of Montana. It contains the North Saskatchewan, Battle, Vermillion, South Saskatchewan, Red Deer, Bow, Oldman, St. Mary, Saskatchewan and Carrot Rivers. PFSRB is the only non profit, non-governmental organization with a mandate to promote watershed sustainability across the entire Saskatchewan River Basin.

Below are just a few activities and products we were able to produce last year. Our popular educational board game, Moopher's Amazing Journey to the Sea, has been transformed into a tri-lingual version now incorporating Michif and Cree language into the game. We developed partnerships with both the Gabriel Dumont Institute and the Saskatchewan Indigenous Cultural Centre to complete this work. As always, there is no charge for receiving the game, although assistance with postage is always welcome. Please contact our office to request your copy.

We held a successful conference in October 2017 in Leduc, Alberta on water quality and transboundary issues in the Saskatchewan River Basin. Our next conference will be held October 1 to 3, 2018 in Saskatoon, Saskatchewan. The theme for this year's conference is "The Dammed Rivers!" The conference website is [www.dammedrivers.com](http://www.dammedrivers.com) and as more information becomes available, the information will be posted here, as well as on our organization's website and Facebook page.

As added benefit to your membership, we are now offering a \$25.00 discount to members on conference registration fees. In addition, PFSRB is currently undergoing some changes and you can expect there to be more opportunities available to members over the coming year.

Please help us continue this important work by becoming a member. Your support is invaluable. Please find a membership form enclosed.

Sincerely,

Lis Mack  
Manager

Enclosure

*Mission - to promote watershed sustainability through awareness, linkages and stewardship*



# Town of Vulcan

Request for Decision (RFD)

## Committee and Administrative Reports

Meeting: Regular Council  
Meeting Date: April 9, 2018  
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.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

- Mayors & Reeves of Southwest Alberta – Agenda – Minutes – March 2, 2018
- Canadian Badlands General Annual Meeting – Minutes – March 16, 2018
- Vulcan & District Tourism Society – Minutes – April 3, 2018

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

### RECOMMENDED ACTION:

Moved by Councillor \_\_\_\_\_ THAT the minutes and/or verbal reports of Town represented Boards/Committees at the April 9, 2018 Town Council Meeting be received for information.

- Mayors & Reeves of Southwest Alberta – Agenda – Minutes – March 2, 2018
- Canadian Badlands General Annual Meeting – Minutes – March 16, 2018
- Vulcan & District Tourism Society – Minutes – April 3, 2018

Initials show support -Reviewed by:

Director:

  
CAO



# Mayors & Reeves of Southwest Alberta

## AGENDA

FRIDAY, MARCH 2, 2018 - 1:00 PM  
Culver City Room, Lethbridge City Hall  
910 – Fourth Avenue South, Lethbridge

Chairman – Reeve Lorne Hickey

- 1.0 WELCOME AND INTRODUCTIONS 1:00
- 2.0 ADDITIONS TO / APPROVAL OF THE AGENDA
- 3.0 ADDITIONS TO/APPROVAL OF THE MINUTES
- 4.0 BUSINESS ITEMS ARISING FROM THE MINUTES
- 5.0 MP and MLA UPDATES
  - 5.1 MP Reports
  - 5.2 MLA Reports
- 6.0 PRESENTATIONS – Collaborated presentation on Water Efficiency and Conservation –  
Terrence Lazarus, General Manager, St. Mary River Irrigation District,  
Margo Jarvis Redelback, Executive Director, Alberta Irrigation  
Doug Kaupp, General Manager of Water and Waste Water, City of Lethbridge
- 7.0 REPORTS
  - 7.1 Alberta Southwest Regional Alliance Report – Barney Reeves
  - 7.2 SouthGrow - Mayor Maggie Kronen
  - 7.3 AAMD&C – Randy Taylor
  - 7.4 AUMA- Mayor Barry Morishita/Tanya Thorn
  - 7.5 Oldman Watershed Council – Reeve Brian Brewin/Mayor Blair Painter
  - 7.6 Highway #3 Association – Councillor Bill Chapman
- 8.0 BUSINESS
- 9.0 NEXT MEETING  
Friday, April 6, 2018 at 1:00 – Culver City Room, Lethbridge City Hall
- 10.0 ADJOURNMENT

If you have any community information that you would like to have distributed to the M & R group,  
please send it to me at [MayorsandReevesSW@gmail.com](mailto:MayorsandReevesSW@gmail.com) to be distributed.



# Mayors & Reeves of Southwest Alberta

## MINUTES

Friday, March 2, 2018  
Culver City Room, Lethbridge City Hall  
910 – Fourth Avenue South, Lethbridge

### PRESENT:

Reeve Lorne Hickey, Chair	Lethbridge County	Mayor Ed Weistra	Village of Barons
Deputy Mayor Marvin Slingerland	Town of Coalhurst	Reeve Jason Schneider	County of Vulcan
Mayor Brent Feyter	Town of Fort Macleod	Deputy Reeve Phil Jensen	County of Warner
Councillor Phil Wright	Town of Milk River	Mayor Blair Painter	Municipality of Crowsnest Pass
Mayor Don McDowell	Town of Nobleford	Mayor Chris Spearman	City of Lethbridge
Mayor Jim Depew	Town of Raymond	Councillor Barry Morishita	City of Brookes
Mayor Andrew Prokop	Town of Taber	Reeve Quentin Stevick	MD of Pincher Creek
Mayor Margaret Plumtree	Town of Vauxhall	Reeve Brian Brewin	MD of Taber
Mayor Thomas Grant	Town of Vulcan	Reeve Maryanne Sandberg	MD of Willow Creek

### Guests:

Dave Schneider, MLA	Little Bow	Bill Chapman	Highway #3 Association
Pat Stier, MLA	Livingstone-Macleod	Alandra Corrigan, Rep for Rachael Harder, MP	Lethbridge

## **1.0 WELCOME AND INTRODUCTIONS**

Reeve Lorne Hickey called the meeting to order at 1:05 pm.

## **2.0 ADDITIONS TO / APPROVAL OF THE AGENDA**

- 8.1 EMS services for Raymond – Mayor Jim Depew
- 8.2 Emergency response coordination – Mayor Chris Spearman
- 8.3 Transportation Toolkit for Seniors – Bill Chapman

Moved by Mayor Ed Weistra - **Carried**

## **3.0 ADDITIONS TO / APPROVAL OF THE MINUTES**

Moved by Mayor Don McDowell - **Carried**

## **4.0 BUSINESS ITEMS ARISING FROM MINUTES**

## **5.0 REPORTS**

### **5.1 MP Reports**

Alandra Corrigan - Rep for MP Harder

- MP Harder has met with Municipalities to discuss rural crime and their priorities for the year.
- Discussed the federal budget.
- Discussed the Cannabis Act.

### **5.2 MLA Reports**

Pat Steir

- Will monitor any changes regarding the Municipal Government Act.
- Discussed rural crime.
- Would appreciate feedback from municipalities about what is important to each and every municipality regarding funding.

Dave Schneider

- Discussed rural crime. Is holding a round table discussion March 10 in Nobleford.
- Suggests that every municipality educate citizens in being vigilant in protecting their property.
- Congratulated Nobleford for receiving town status.



- 6.0 PRESENTATION** – Collaborated presentation on Water Efficiency and Conservation –  
Terrence Lazarus, General Manager, St. Mary River Irrigation District,  
Margo Jarvis Redelback, Executive Director, Alberta Irrigation  
Doug Kaupp, General Manager of Water and Waste Water, City of Lethbridge

Margo Jarvis Redelback discussed the irrigation sector's efficiency and productivity plan, their water for life strategy and preparation and implementation of plans.

Terrence Lazarus discussed water security and water allocation, snow depth on various mountain peaks, and snow/water equivalence.

Doug Kaupp discussed the City of Lethbridge's response plan in terms of water supply, including preparing for water rationing, responding to water rationing and recovering from water rationing.

## **7.0 REPORTS**

### **7.1 Alberta Southwest Regional Alliance Report – Barney Reeves**

#### **7.2 SouthGrow – Mayor Maggie Kronen**

- No report.

#### **7.3 AAMD&C – Randy Taylor**

- No report.

#### **7.4 AUMA – Barry Morishita**

- Discussed MSI funding.
- Hosting an Asset Management workshop in the MD of Foothills- March 14, Brookes- March 16, County of Newell- March 18, Strathmore- March 27, and Lethbridge- March 29.

#### **7.5 Oldman Watershed Council – Reeve Brian Brewin**

- No Report.

#### **7.6 Highway #3 Association- Bill Chapman**

- Discussed working on a strategic plan in regards to the twinning of highway 3.

## **8.0 BUSINESS**

### **8.1 EMS services for the Town of Raymond- Mayor Jim Depew**

- Discussed the need for another ambulance, as one is not enough to serve the town and surrounding areas while also being used as an emergency transport vehicle.
- **Motion** by Mayor Jim Depew to follow up on the recommendation of the rural health report to be sent to the Health Ministry.- **Carried**

### **8.2 Emergency Response Coordination – Mayor Chris Spearman**

- The Resource Sharing Agreement has been approved by the City of Lethbridge.
- Encourages all municipalities to take a look at the Resource Sharing Agreement.

### **8.3 Transportation Toolkit for Seniors – Bill Chapman**

- Suggests to have Professor Bonnie Dobbs present the Transportation Toolkit for Seniors to the Mayors and Reeves of Southwest Alberta.

**9.0 NEXT MEETING DATE**

Friday, April 6, 2018 – Culver City Room – Lethbridge City Hall

**10.0 ADJOURNMENT:**

Moved Reeve Ross Ford to adjourn meeting at 3:20 pm. **Carried**





# Mayors & Reeves of Southwest Alberta

## AGENDA

FRIDAY, APRIL 6, 2018 - 1:00 PM  
Culver City Room, Lethbridge City Hall  
910 – Fourth Avenue South, Lethbridge

Chairman – Reeve Lorne Hickey

- 1.0 WELCOME AND INTRODUCTIONS 1:00
- 2.0 ADDITIONS TO / APPROVAL OF THE AGENDA
- 3.0 ADDITIONS TO/APPROVAL OF THE MINUTES
- 4.0 BUSINESS ITEMS ARISING FROM THE MINUTES
- 5.0 MP and MLA UPDATES
  - 5.1 MP Reports
  - 5.2 MLA Reports
- 6.0 PRESENTATIONS – Alberta Sugar Beet Growers, Melody Garner-Skiba, Executive Director
- 7.0 REPORTS
  - 7.1 Alberta Southwest Regional Alliance Report – Barney Reeves
  - 7.2 SouthGrow - Mayor Maggie Kronen
  - 7.3 AAMD&C – Randy Taylor
  - 7.4 AUMA- Councillor Barry Morishita/Tanya Thorn
  - 7.5 Oldman Watershed Council – Reeve Brian Brewin/Mayor Blair Painter
  - 7.6 Highway #3 Association – Councillor Bill Chapman
- 8.0 BUSINESS
- 9.0 NEXT MEETING  
Friday, May 4, 2018 at 1:00 – Culver City Room, Lethbridge City Hall
- 10.0 ADJOURNMENT

If you have any community information that you would like to have distributed to the M & R group,  
please send it to me at [MayorsandReevesSW@gmail.com](mailto:MayorsandReevesSW@gmail.com) to be distributed.



CANADIAN BADLANDS LTD.

**ANNUAL GENERAL MEETING OF SHAREHOLDERS  
HELD AT THE HERITAGE INN AND CONFERENCE CENTRE, BROOKS, ALBERTA  
MARCH 16, 2017, AT THE HOUR OF 10:30 a.m.**

**PRESENT:**

- **MD of Acadia No. 34**, by its authorized representatives:  
Susan Grudecki (Councillor)
- **Village of Acme**, by its authorized representatives:  
Bruce McLeod (Mayor)
- **Village of Beiseker**, by its authorized representative:  
Warren Wise (Councillor), proxy for Ray Courtman (Mayor), and proxy for Jo-Anne Lambert (Chief Administrative Officer)
- **Town of Bow Island**, by:  
Bernice Deleenheer (Councillor)
- **City of Brooks**, by its authorized representatives:  
Barry Morishita (Mayor)  
Dennis Seibel (Councillor)  
Dan Klein (Councillor)
- **Town of Coaldale**, by its authorized representatives:  
Bill Chapman (Councillor)
- **Village of Consort**, by its authorized representatives:  
Dale Kroeger (Councillor)  
Monique Jeffrey (Chief Administrative Officer)
- **Town of Coronation**, by its authorized representative:  
Shelley Cook (Councillor)
- **Cypress County**, by its authorized representatives:  
Alf Belyea (Councillor)  
LeRay Pahl (Councillor)
- **Town of Drumheller**, by its authorized representative:  
Jay Garbutt (Councillor)
- **Village of Duchess**, by its authorized representative:  
Shannyn Rus (Councillor)
- **Village of Empress**, by its authorized representatives:  
Arlen Johnston (Councillor),
- **Village of Foremost**, by its authorized representatives:  
Ken Kultgen (Mayor)  
Brent Burton (Councillor)
- **Town of Hanna**, by its authorized representative:  
Richard Preston (Councillor)  
Cathy Watts (Councillor)

- **Town of Irricana**, by its authorized representative:  
Lora Peterson (Councillor)
- **Kneehill County**, by its authorized representative:  
Bob Long (Reeve), proxy for Brian Holsworth (Councillor), and as proxy for Glen Keiver (Councillor)
- **City of Lethbridge**, by its authorized representatives:  
Nikolaus Wyslouzil (Executive Director, Chinook Country Tourist Association), proxy for Jeff Carlson (Councillor), and as proxy for Lorna Kurio (Real Estate & Economic Customer Liaison)
- **Town of Magrath**, by its authorized representatives:  
Gerry Baril (Councillor)
- **City of Medicine Hat**, by its authorized representatives:  
Ted Clugston (Mayor)  
Sandra Blyth (Business Development Officer)
- **Town of Milk River**, by its authorized representative:  
Suzanne Liebelt (Councillor)
- **County of Newell**, by its authorized representatives:  
Molly Douglass (Reeve)  
Kelly Christman (Councillor)  
Ellen Unruh (Councillor)
- **Town of Oyen**, by its authorized representatives:  
Dennis Punter (Councillor), proxy for Doug Jones (Mayor)
- **County of Paintearth No. 18**, by its authorized representatives:  
George Glazier (Reeve)  
Diane Elliott (Deputy Reeve)  
Robert (Rocky) Dahmer (Councillor)
- **Town of Raymond**, by its authorized representatives:  
George Bohne (Mayor)  
Barry Wolsey (Councillor)
- **Town of Redcliff**, by its authorized representative:  
Chere Brown (Councillor)
- **Village of Rockyford**, by its authorized representative:  
Dalia Cheshire (Councillor)
- **Village of Rosemary**, by its authorized representatives:  
Don Gibb (Mayor)  
Bill Marshall (Councillor)  
Yoko Fujimoto (Councillor)
- **Special Areas #2**, by its authorized representatives:  
Brad Slorstad (Advisory Council)
- **Special Areas #4**, by its authorized representatives:  
Bonnie Sansregret (Advisory Council)
- **Starland County**, by its authorized representative:  
Barrie Hoover (Reeve)  
Robert Sargent (Councillor)  
Steve Wannstrom (Councillor)
- **Town of Stettler**, by its authorized representatives:  
Stacey Benjamin (Executive Director, Stettler Board of Trade & Community Development)

- **Town of Strathmore**, by its authorized representatives:  
Michael Ell (Mayor)  
Tracy Simpson (Community Services Coordinator)
- **MD of Taber**, by its authorized representatives:  
Ben Elfring (Councillor)
- **Town of Three Hills**, by its authorized representatives:  
Al Campbell (Councillor)  
Rosalie Lammle (Kneehill Historical Society Director)  
Jacqueline Buchanan (Economic Growth)
- **Town of Trochu**, by its authorized representative:  
Mark Garneau (Councillor)
- **Town of Vauxhall**, by its authorized representatives:  
Margaret Plumptree (Mayor)
- **Town of Vulcan**, by its authorized representatives:  
Lorna Armstrong (Councillor)  
Sue Dow (Councillor)
- **Warner County No. 5**, by its authorized representative:  
David Cody (Councillor)
- **Wheatland County**, by its authorized representative:  
Glenn Koester (Reeve)  
Alice Booth (Councillor)  
Brenda Knight (Councillor)
- **Canadian Badlands Ltd.**  
Lonna Hoggan, Administrative Manager

**ABSENT:**

**Village of Big Valley**  
**Village of Carbon**  
**Town of Castor**  
**Village of Cereal**  
**Village of Coutts**  
**Village of Delia**  
**Village of Donalda**  
**County of Forty Mile No. 8**  
**Village of Halkirk**  
**Village of Hussar**  
**Village of Linden**  
**Village of Milo**  
**Siksika Nation**  
**Special Areas #3**  
**Village of Standard**  
**Village of Stirling**  
**Town of Taber**  
**Vulcan County**  
**Village of Warner**  
**Village of Youngstown**

## **Welcome from the Canadian Badlands Ltd. President, Barry Morishita**

### **1. Call to Order – Reg Radke, Chair**

Reg Radke called the meeting to order at 10:39 a.m. and welcomed those in attendance. Reg Radke asked Canadian Badlands administration if quorum had been established.

Administrative Manager, Lonna Hoggan, confirmed quorum with 38 out of 59 shareholders represented (64%).

#### **1.1. Approval of the Agenda**

Amendments to the Agenda:

Item 2 to be removed

Item 5.2 – “Thank You” to be added

**MOTION by Michael Ell, Town of Strathmore, to approve the March 16, 2017 AGM Agenda as amended.**

**CARRIED UNANIMOUSLY**

#### **1.2. Approval of the Annual General Meeting Minutes for 2016**

**MOTION by Gerry Baril, Town of Magrath, to approve the Minutes of the April 20, 2016 AGM with revisions to the attendance list, held in Drumheller, Alberta.**

**CARRIED UNANIMOUSLY**

### **2. Greetings from the Mayor of the Town of Brooks – Barry Morishita**

Greetings and welcome were given

### **3. Reports**

#### **3.1 Report from Canadian Badlands Ltd. President – Barry Morishita**

Barry Morishita gave a report on 2016

Introduction of the Board of Directors

**MOTION by Ken Kultgen, Village of Foremost, to accept the President’s report as information.**

**CARRIED UNANIMOUSLY**

### **3.2 Canadian Badlands Marketing Campaign – Noelle Aune**

Noelle Aune presented an update on the Canadian Badlands Regional Marketing Campaign

## **4. Review and Approval of Review Engagement Report for 2016**

The Management Report and financials were presented by Tyler Mossey, CA

The managerial report is considered accurate

Questions were offered, none were forthcoming

**MOTION by Steve Grajczyk, Town of Strathmore, to approve the Review Engagement Report for 2016.**

**CARRIED UNANIMOUSLY**

## **5. Elections – Board of Directors**

The CBL Board of Directors has two positions for election:

Southwest Region – Position for a four-year term  
Ben Elfring, MD of Taber, is the new director by acclamation

Southeast Region – Position for a four-year term  
Anne Marie Philipsen, is the new director by acclamation

## **6. Conclusion**

### **6.1. Thank you**

### **6.2. Announcement and Invitation to 2018 AGM and Conference, in Medicine Hat, Alberta**

## **7. Adjournment**

**MOTION by Mark Garneau, Town of Trochu, to adjourn the meeting.**

**CARRIED UNANIMOUSLY**

**Barry Morishita declared that the meeting adjourned at 11:13 a.m.**



**Vulcan & District Tourism Society Minutes - April 3, 2018**  
**Vulcan Town Council Chambers**

**In Attendance;**

**Georgia-Lee Debolt Chair (Town of Vulcan), Jason Schneider Vice Chair (Vulcan County), Laura Thomas (Town of Vulcan), Bonnie Ellis (Town of Vulcan), Jason Thornhill, Laurie Lyckman (Vulcan County), Grant Shaw Tourism Coordinator**

**Absent ;**

**Grace Klitmoller (Member at Large County), Gloria Hout (Member at Large Town)**

**1. Call to order: 7:00pm by Georgia-Lee Debolt**

**2. Delegations: None**

**3. Addition & Adopt of Agenda: Laurie moved. Carried**

**4. Adoption of Minutes: Laura moved. Carried**

**5. Budget Update:**

Society: No report

Department budget: as per attached. Jason moved. Carried

**6. Chamber Update:** Chamber is county wide. Chamber is in inactive status until further notice.

**7. Tourism Update:** Motion to remove all current names from Paypal and add Grant Shaw, Georgia-Lee Debolt and Jason Schneider. Jason S. moved. Carried

**8. Old Business:**

**A) Vul-Con Updates:** Logo approved

**B) New Merchandise:** continuing to look into partnerships and new merchandise opportunities. Approved

**C) Hiring Committee:** Grant Shaw; Tourism Coordinator and Brooklyn Hall, Tourism/Recreation assistant

**D) Walk of Fame:** Plaques, two made, location unknown

**E) Advertising:** Bonnie has followed up on the advertising, we have radio spots due to previous contract. Most advertising is half and half with Aspen Crossing

**F) Calgary Expo-** staff attending booth split with Aspen Crossing.

**G) Badlands Conference-** Grant attended, very productive

Hopefully the weather cooperates for next year.

#### **9. New Business:**

- A) Debit machine replaced.
- B) Internet- Axia working on a price
- C) Telephones- in progress, cost \$1158.00
- D) Grant VSIF successful, CSJ waiting on a response
- E) SOCAN Licensing, we have a license to play music in the Trek Station for the next year
- F) Speaker- Motion to not spend over \$500.00 for speakers, money to be used from display costs. Laurie moved. Carried
- G) Georgia-Lees mail continue to be sent to council mailbox.
- H) Passwords- Grant and Brooklyn continue to work on getting all passwords and accesses into tourism name.
- I) Purchases- New display cases purchased
- J) Summer staff- as of April 3 we have none applicants
- K) Trek Uniforms- Grant getting a uniform the same as council, other staff will be getting Star Trek uniforms as well
- L) VIC- Grant and Brooklyn making changes at the Trek Station
- M) Bonnies Job Description- refer to paperwork supplies at the meeting
- N) Motion to have town take inventory as of January 1, 2018 as payment toward tourism deficit. Jason T moved. Carried
- O) Staff Updates- Staff has been taking advantage of opportunities to attend conferences to improve the Trek Station

#### **10. In Camera:**

Bonnie and Grant left at 9:39pm

Motion to go into camera at 9:40pm Laurie moved. Carried

Motion to go out of camera at 10:08pm

#### **11. Next Meeting: May 2, 2018 @ 7pm, Town Office**

#### **12. Adjournment: 10:10pm**

# Town of Vulcan

Request for Decision (RFD)

## Rescind Policy A-15 – Fire Chief Honorarium

Meeting: Regular Council  
Meeting Date: April 9, 2018  
Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

At the March 26, 2018 Regular Council Meeting, Council adopted Bylaw No. 1471-18 authorizing the Town of Vulcan to enter into a joint Fire Protection Services agreement with the Vulcan County.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

With the Council authorizing Administration to enter into the joint Fire Protection Services agreement with Vulcan County, Administration is requesting that Council rescind Policy A-15 – Fire Chief Honorarium as the Town of Vulcan no longer requires the policy.

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

### RECOMMENDED ACTION:

Moved by Councillor \_\_\_\_\_ THAT Council rescinds Policy A-15 – Fire Chief Honorarium as presented.

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

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

  
CAO



# **TOWN OF VULCAN**

## **Policy Manual**

10.1

<u>POLICY NUMBER</u>			<u>TITLE OF POLICY</u>
<b>A-15</b>			<b>Fire Chief Honorarium</b>
Approval	D/M/Y	Resolution #	
<b>Adopted</b>	<b>26/02/1996</b>	<b>96.103</b>	
<b>Amended</b>	<b>26/01/2015</b>	<b>15.020</b>	
<b>Amended</b>	<b>13/03/17</b>	<b>17.100</b>	

### **STATEMENT:**

**The Town of Vulcan requires a policy to formalize a process for recognizing the extra duties of the fire chief in the form of a monthly honorarium.**

#### **1. Policy**

**1.1** The Town will pay an honorarium of **\$400.00** per month to the Fire Chief in recognition of the extra duties performed. Those duties will be restricted to such duties that are associated with the responsibilities of the position of Fire Chief, which would not normally be performed by any other member of the Fire Department.

**1.2** Those duties would be:

Discussions with the public or council which would not normally require time commitments or extra work. (Phone calls, correspondence, etc.)

Duties which would not normally be performed by any other member of the fire department but not restricted to the following:

- (a)** Training scheduling & re-certification
- (b)** Inter-agency co-ordination (ambulance, rescue fire) excluding meetings
- (c)** Maintaining fire codes, building codes
- (d)** Ensuring maintenance of equipment (excluding actual work performed on equipment or buildings)
- (e)** Other duties deemed appropriate by the Fire Chief and Council

**1.3** The Fire Chief will maintain a log of those duties performed as associated with the position of Fire Chief for which the honorarium is paid.

**1.4** Safety Codes inspections and duties are not part of the Fire Chief's responsibility.

**- END OF POLICY-**



# Town of Vulcan

Request for Decision (RFD)

## Shearer Agencies – Commercial Development Incentive Application

Meeting: Regular Council  
Meeting Date: **April 9, 2018**  
Originated By: Nancy Neufeld

### BACKGROUND / PROPOSAL:

Shearer Agencies has submitted an application to the Development Officer pertaining to Policy PL-12 Commercial Development Incentive & Business Resource in regards to improvements made to the building at 120 Centre Street Lot 12 Block 2 Plan 7000AG.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Mr. Shearer is applying for the Business Renovation Incentive – Option #4. Attached is the Development Officer's memo outlining the process for this application for Council's consideration.

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

Mr. Shearer is applying for the maximum rebate of \$1,000.00 which will be applied against the municipal tax levy in the year following the completion of the renovations.

### RECOMMENDED ACTION:

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

Initials show support -Reviewed by:

Director:

  
CAO

111

## MEMO

**TO:** Kim Fath, CAO/Vulcan Town Council  
**FROM:** Nancy Neufeld/Development Officer  
**DATE:** April 4, 2018  
**RE:** Commercial Development Incentive Application

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Attached is an application submitted by Bob Shearer of Shearer Agencies Ltd. as per *Policy PL-12 Commercial Development Incentive & Business Resource Policy* in regards to the improvements made to the building at 120 Centre Street Lot 17 Block 2 Plan 7000AG.

Mr. Shearer is applying for the Business Renovation Incentive (Option #4) as follows:

**4.4 Business Renovation Incentive (Option #4)**

*Any owner of commercial property may apply for a business renovation incentive. The Town will provide a rebate to a business completing a minimum of \$5000.00 in renovations to their commercial improvements. The rebate will be based on the cost of the renovations calculated at a rate of 10% of the costs to a maximum rebate of \$1,000.00. A written explanation and pictures of the renovations must be submitted with copies of paid invoices as application for the renovation rebate.*

*The rebate will be applied against the municipal tax levy in the year following the completion of the renovation. If the application of the rebate results in a credit on the property tax account, the credit will remain on the tax account of the property and is non-refundable. A business may apply for a business renovation incentive once every five years.*

As per the attached invoice the total cost of the renovation was \$12,285.00. Mr. Shearer is applying for the maximum rebate allowed of \$1,000.00. The property was assessed at \$63,090.00 in 2017 and assessed at \$65,000.00 for 2018.

## TOWN OF VULCAN

### COMMERCIAL DEVELOPMENT INCENTIVE APPLICATION

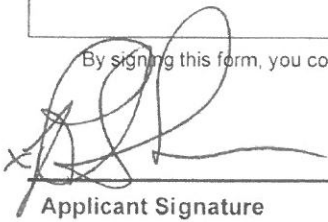

Applicant Information			
Applicant Name:	Bob Shearer	Business Name:	Schwartz Pellicane Insurance
Phone:	Shearer Agencies Ltd.	Business Address:	120 Centre ST
E-mail:		Tax Roll Number:	010 400

Pick 1 Option	Option Number	Required Information	Date of issue or completion	Confirmation Notes
	New Business Construction	Development Permit Issued		
	New Business in an Existing Building	Possession Date		
	Business Expansion	Construction Completion		
✓	Business Renovation	Construction Completion	Aug 17	
	New Business Established in a Rental/Lease Space	Business Licence Issued		

Detailed Description For Expansion or Renovation
<p style="font-size: 1.2em;">See attached</p>

Additional Conditions

By signing this form, you confirm that you have read and understand the terms and conditions established within Policy LP-12.

 Applicant Signature	Mar 29/18 Date	 Development Officer Signature	March 27/18 Date
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**SCHWARTZ RELIANCE INSURANCE**

SHEARER AGENCIES  
120 CENTRE STREET  
VULCAN, ALBERTA  
T0L 2B0

Phone: 403-485-6363  
Fax: 403-485-6365  
E-mail: [shearer1@telus.net](mailto:shearer1@telus.net)  
[sheareragencies.com](http://sheareragencies.com)

Mar 27/18

Town of Vulcan

- please find attached p/c of \$12,285.00.  
renovation bill for 120 Centre St.

I am applying for business renovation  
incentive for the bldg. located at 120 Centre  
st. (Option 4.4 of Commercial Development  
Incentives). Thank you for your  
attention to this request.

call 652-9726  
(if you need me)

Year of General Assessment: 2016



BEFORE



AFTER



RAZORBACKS WALL SYSTEMS INC  
 BOX 62, SIDE S, RRI  
 STRATHMORE, AB  
 T1P 1J6

NOTRE NUMERO OUR NUMBER	763903
DATE	JULY 31, 2017
COMMANDE DU CLIENT CUSTOMER'S ORDER	

VENDU A SOLD TO	ROBERT SHEARER AGENCIES
ADRESSE ADDRESS	RYAN SHEARER

LIVRE A SHIP TO	MAIN STREET VULCAN
ADRESSE ADDRESS	

N° D'IMP. DE TAXE TAX REG. NO.	Vendeur SALESPERSON	FAB FOB	CONDITIONS TERMS	VIA
-----------------------------------	------------------------	------------	---------------------	-----

FACTURE - INVOICE

QUANTITE QUANTITY	DESCRIPTION	PRIX PRICE	MONTANT AMOUNT
	DEMO / FRAMING / SHAPPING /		\$200 00
	PAINT / CLEANING		\$7500 00
	300 FT <sup>2</sup> STUCCO - (ACRYLIC)		\$3000 00
	- TWO COLORS		
	SOFT HEAT METAL ON WEST SIDE		
	(- INCL. CAPPING)		
		Csr #828902529	545 00
	WCB 4826059	Pd Aug 8/17	TOTAL 12285 00

Year of General Assessment: 2016



BEFORE



AFTER



# Town of Vulcan

Request for Decision (RFD)

## Vulcan County Cruisers Show' n Shine and Demolition Derby Street Closure – July 21-22, 2018

Meeting: Regular Council  
 Meeting Date: **April 9, 2018**  
 Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

The Vulcan County Cruisers Car Club is requesting a street closure for the club's Annual Show and Shine on July 21, 2018 as well as permission to use the rodeo grounds for a demolition derby on July 21-22, 2018.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached is a letter from the Vulcan County Cruisers outlining their requests for July 21-22, 2018 as follows;

- Closure of Centre Street from 1<sup>st</sup> Ave to 3<sup>rd</sup> Ave and 2<sup>nd</sup> Ave from 1<sup>st</sup> Street North to 1<sup>st</sup> Street South from 6:00 a.m. to 4:00 pm.
- Permission to use the Rodeo Grounds for a demolition derby

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

N/A

### RECOMMENDED ACTION:

Moved by Councillor \_\_\_\_\_ THAT Council approves the closure of the following roads on July 21, 2018 from 6:00 a.m. to 4:00 p.m. for the Vulcan County Cruisers Car Club Show and Shine as well as permission to use the rodeo grounds for a demolition derby on July 21-22, 2018.

- Closure of Centre Street from 1<sup>st</sup> Ave to 3<sup>rd</sup> Ave and 2<sup>nd</sup> Ave from 1<sup>st</sup> Street North to 1<sup>st</sup> Street South from 6:00 a.m. to 4:00 pm.
- Permission to use the Rodeo Grounds for a demolition derby

Initials show support -Reviewed by:

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

  
 CAO



April 3, 2018

Vulcan Town Council  
Vulcan, AB  
T0L 2B0

RECEIVED  
APR - 3 2018

To Whom It May Concern:

RE: Street Closures on July 21, 2018

The Vulcan County Cruisers Car Club would like to request the closure of Main Street from 1<sup>st</sup> Avenue to 3<sup>rd</sup> Avenue and 2<sup>nd</sup> Avenue from 1<sup>st</sup> Street North to 1<sup>st</sup> Street South. We would like to have this area blocked off from 6 AM until approximately 4 PM on July 21, 2018. This will be for this years Show and Shine.

We would also like to request permission to use the Rodeo Grounds on July 21<sup>st</sup> and July 22<sup>nd</sup> for the clubs annual Demolition Derby. Thank You for your time and we look forward to hearing from you.

If you have any questions or concerns, please feel free to contact Alan Gorzitza 485-2429 or Deanna Atkins 485-8224.

Sincerely,

Alan Gorzitza (President)

  
  
Deanna Atkins (Secretary)



# Town of Vulcan

Request for Decision (RFD)

## Street Repair – Asphalt Sealing

Meeting: Regular Council  
Meeting Date: April 9, 2018  
Originated By: Stew Birch

### BACKGROUND / PROPOSAL:

Public Works has investigated a crack filling program in an effort to extend the useful life of the asphalt surfaces within the Town. The Town Foreman feels that continuing with this program will be of benefit to the Town, and is suggesting the purchase of the proper equipment for this work.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached is a memo from the Public Works foreman explaining the efficiency that will be gained from the purchase of a transfer pump, which would assist in the application of the rubberized sealant.

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

Purchase of a portable diaphragm pump from W.R. Meadows for \$5,301.00 with \$4,075.06 being drawn from the reserve account 4-00-32-763-10 and \$1,225.94 to be drawn from Streets Repair and Maintenance portion from the 2018 operational budget.

### RECOMMENDED ACTION:

Moved by Councillor \_\_\_\_\_ THAT Council approves the purchase of a portable diaphragm pump from W.R. Meadows for \$5,301.00 with \$4,075.06 being drawn from the reserve account 4-00-32-763-10 and the remaining funds from the Streets Repair and Maintenance section of the 2018 operational budget.

Initials show support -Reviewed by:

Director:

  
CAO





## **ADMINISTRATION REPORT**

**TO: TOWN COUNCIL**

**FROM: Kim Fath, CAO**

**DATE: April 4<sup>th</sup>, 2018**

### **Background**

In an effort to extend the useful life of the asphalt surfaces within the Town, Public Works has investigated a crack filling program. Stew feels that continuing with this program will be of benefit to the Town, and is suggesting the purchase of the proper equipment for this work.

### **Discussion**


Attached is a memo from the Public Works Foreman explaining the efficiency that will be gained from the purchase of a transfer pump, which will assist in the application of the rubberized sealant. The quoted price for this pump is \$5301.00

A portion of the funding for this purchase could be drawn from a reserve that currently holds a balance of \$4075.06. These were unexpended funds from the Sinclair Road construction in 1998 and have been held in reserve since that time. Council has not yet identified an allocation for these funds and all outstanding issues with this project have been completed.

The remaining \$1225.94 of the funding for this piece of equipment could be drawn from the Streets Repair and Maintenance portion of the 2018 operational budget.

### **Consideration**

Council is asked to consider approving the purchase of a portable diaphragm pump from W.R. Meadows for \$5301.00 with \$4075.06 being drawn from the reserve account 4-00-32-763-10 and the remaining funds from the Streets Repair and Maintenance section of the 2018 operational budget

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

# Memo

**To:** Kim Fath  
**From:** Stew Birch, Town Foreman  
**cc:** Town Council  
**Date:** March 29, 2018  
**Re:** Asphalt Sealing

---

**Kim**

Last year public works undertook crack sealing on the asphalt walkways and some of the newer roadways to see if it was worthwhile and would fit in with our scope of work without taking away from existing work. I found that in my opinion that it is worth doing to help lengthen the life span of the pathways and newer roadways and protect the investment the Town has in newer pavement. The way we applied the rubberized sealant was very crude and not time efficient at all keeping in mind it was a test. What I am asking of town council is we purchase a portable diaphragm pump from WR Meadows which will allow us to the cold pour sealant in a proper and more efficient way. The cost of the pump is \$5301.00 shipping included what I am asking is for \$4075.06 to be drawn the reserve from the 1998 Sinclair road project and the remaining balance to come from the street operational budget for paving.

Stewart Birch

Town Foreman



# Town of Vulcan

Request for Decision (RFD)

## 2018 Capital Infrastructure Project

Meeting: Regular Council  
Meeting Date: **April 9, 2018**  
Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

CIMA+ received nine tenders for the 3 Street South Local Improvement project. There is significant difference between the tenders submitted to CIMA+ and they are in the process of evaluating them.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

At the time that the Agenda was published a recommendation for approval had not yet been finalized. Administration is anticipating this recommendation during the Monday work day and a verbal update will be provided to Council by Administration.

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

### RECOMMENDED ACTION:

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

Initials show support -Reviewed by:

Director:

  
CAO



# Town of Vulcan

Request for Decision (RFD)

## Street Light Replacement

Meeting: Regular Council  
Meeting Date: April 9, 2018  
Originated By: Stew Birch

### BACKGROUND / PROPOSAL:

During the discussions at the Strategic Planning session Council discussed the benefits of changing the remaining High Pressure Sodium lights in the Industrial subdivision and the Arena parking lot to energy efficient LED fixtures. Public Works has investigated the cost to complete this work.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached is a memo and price quotation from the Public Works foreman outlining this proposal as well as the Administration report for Council's consideration.

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

The project can be completed by the Town Crew and the cost of material would be \$11,094.20 with the funds to be drawn from the Street Light Replacement reserve.

### RECOMMENDED ACTION:

Moved by Councillor \_\_\_\_\_ THAT Council approves the purchase of 26 LED light fixtures and shorting caps as per the quotation from EECOL Electric for \$11,094.20 with the funds to be drawn from the Street Light Replacement reserve and directs Administration to have Public Works coordinate the replacement of the remaining High Pressure Sodium fixtures in the Industrial Subdivision and Arena Parking lot.

Initials show support -Reviewed by:

Director:

CAO





## **ADMINISTRATION REPORT**

**TO:** TOWN COUNCIL

**FROM:** Kim Fath, CAO

**DATE:** April 6<sup>th</sup>, 2018

### **Background**

During discussions at the Strategic Planning session council discussed the benefits of changing the remaining High Pressure Sodium lights in the Industrial subdivision and the Arena Parking lot to energy efficient LED fixtures. Public works has investigated the cost to complete this work.

### **Discussion**

Attached is a memo and price quotation from the Public Works Foreman outlining this proposal. EECOL electric has provided the quote for these lights. These are the same fixtures that are installed on Main Street less the space ship engines. This project can be completed in house by the Town Crew, so the cash output for this replacement would only be the cost of the material at \$11,094.20.

The funding for this purchase could be drawn from the Street Lights Replacement reserve that currently holds a balance of \$122,661.53.

### **Consideration**

Council is asked to consider approving the purchase of 26 LED light fixtures and shorting caps as per the quotation from EECOL Electric for \$11,094.20 with the funds to be drawn from the Street Light Replacement reserve and directs administration to have Public Works coordinate the replacement of the remaining High Pressure Sodium fixtures in the Industrial Subdivision and Arena Parking lot.

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

# Memo

**To:** Kim Fath  
**From:** Stew Birch  
**cc:** Town Council  
**Date:** April 5, 2018  
**Re:** Street Lights

---

**Kim**

From the strategic planning we discussed the street lights for Main Street as well as the remainder of the industrial sub and arena parking lot. In regards to the industrial sub and arena parking lot there is 26 sodium fixtures that I would like to switch over to LED fixtures with doing this it will cut down on repairs and energy costs if decided to go ahead with this project we should be able to see a true cost between the sodium and Led fixtures in the industrial sub and arena parking lot all town owned light standards in these areas would be switched over to Led. The cost to of this Project is \$11,094.20.

Stewart Birch

Town Foreman

**Kim Fath**

**From:** Chris Cheesman <cheesmanc@eecol.com>  
**Sent:** April-05-18 10:44 AM  
**To:** Stew Birch  
**Cc:** Jamie Smyth; Doug C Leys  
**Subject:** Quote #888622: LED Streetlight Luminaires

INDUSTRIAL SUB. and ARENA PKG. LOT:

Hi Stew,

I have included pricing for shorting caps and photocells. Please be aware that these items are and either/or part depending on the streetlight circuitry. FREIGHT COVERED. Thanks! Chris C.



1305 - 36TH STREET NORTH  
LETHBRIDGE, AB  
T1H 6L5  
Phone: 403 328 2353  
Fax: 403 328 2383

**Customer Quotation**  
From: **Chris Cheesman**

Thu, Apr 05, 2018

For: **Town of Vulcan**  
**AAMDC**

Reference:

**LED Streetlight Luminaires**

Quote # 888622

**Total: \$ 11,406.20**

Quantity	Part Number	Description	Price/Per	Extended
26	<b>LEO GCM2-40H-MV-NW-3R-GY</b>	950mA LED Fixture	\$ 419.50 / 1	<b>\$ 10907.00</b>
26	<b>AEL D-SHORT-SBK J12</b>	SHORTING CAP, BLACK COVER	\$ 7.20 / 1	<b>\$ 187.20</b>
26	<b>PRC ECDV-AP-TD</b>	PHOTOCONTROL	\$ 12.00 / 1	<b>\$ 312.00</b>

**Total: \$ 11,406.20**

# indicates product sold by cut lengths

Prices do not include applicable taxes

#### QUOTATION TERMS

UNLESS THERE ARE DIFFERENT OR ADDITIONAL TERMS AND CONDITIONS CONTAINED IN A MASTER AGREEMENT THAT MODIFY EECOL'S STANDARD TERMS, BUYER AGREES THAT THIS QUOTE AND ANY RESULTING PURCHASE ORDER WILL BE GOVERNED BY EECOL'S TERMS AND CONDITIONS AVAILABLE AT [HTTP://WWW.EECOL.COM/TERMS\\_AND\\_CONDITIONS\\_OF\\_SALE.PDF](http://www.eecol.com/terms_and_conditions_of_sale.pdf) AS SUCH TERMS MAY BE UPDATED FROM TIME TO TIME, WHICH TERMS ARE INCORPORATED HEREIN BY REFERENCE AND MADE PART HEREOF. PLEASE CONTACT THE SELLER IDENTIFIED ON THIS QUOTE IF YOU REQUIRE A PRINTED COPY.

**UNLESS OTHERWISE STATED THIS QUOTE IS VALID FOR A PERIOD OF 30 DAYS FROM SUBMISSION AND IS SUBJECT TO THE APPROVAL OF THE CREDIT MANAGER**



# Town of Vulcan

Request for Decision (RFD)

## Management Reports

Meeting: Regular Council  
Meeting Date: **April 9, 2018**  
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) Manager of Community Services – Bonnie Ellis
- (E) Community Peace Officer – Justin Vallee
- (F) Vulcan Fire Chief – Peter Wyatt

### 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 April 9, 2018.

Initials show support -Reviewed by:

Director:

  
CAO





## **ADMINISTRATOR'S REPORT**

**TO: TOWN COUNCIL**  
**FROM: Kim Fath, CAO**  
**DATE: April 6<sup>th</sup>, 2018**

### **Intermunicipal Development Plan**

ORRSC has been working on a draft of the IMDP for the Town and the County. A meeting of the committee has been arranged for April 12 to review the draft and provide feedback.

### **Local Improvement Plans**

Letters have been sent to all of the effected property owners, informing them that we will be moving forward with the 2018 Street improvement program. CIMA+ has put the project out to tender and 9 submissions were received. We will review the tenders with CIMA+ and will be bringing a recommendation to Council as soon as possible.

### **EDF**

I have been working with David Warner to review the proposed lease agreement for the Enterprise Solar project. There are a few minor changes that we would like to look at before bringing it back to council for discussion. I have arranged to meet with David when he is in Alberta the week of April 16<sup>th</sup>.

### **Code of Conduct and Public Participation Regulations**

The MGA amendments have put a deadline of July 23, 2018 for council to have a council code of conduct bylaw and a public participation policy approved. I have been gathering information and have started drafting these documents. I would like to collect some feedback from Council about these documents before formally presenting them as drafts. Although the required information provided by the regulations is the same for everyone, the depth of content seems to vary drastically throughout the province.

## **ADMINISTRATOR'S REPORT CONTINUED**

### **Pool Ad-hoc Committee**

On April 3 the committee met to review the budget quotes submitted by 3 different pool builders. Based on this review the members of the committee will be investigating several different areas of efficiency for this project. This includes public works visiting Henderson in Lethbridge to discuss benefits of DE filtration to sand. Gerry Hillier is investigating different options for construction on the pool house and will submit cost estimates for completing this with local resources. Once this information is collected it will allow the committee to recommend the specific components to be included in the RFP and provide an accurate budgetary cost estimate for the project. The goal is to have this information brought forward at a meeting to be held the last week of April.

### **Meetings of Interest**

Vacation - March 14-16.

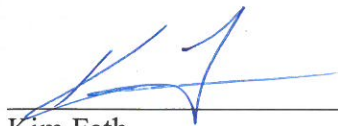
VBIT – Ray Shaw – March 19<sup>th</sup>

Marquis Foundation - Joint meeting – March 27<sup>th</sup>

Pool AD-Hoc Committee – Budget price review – April 3<sup>rd</sup>

## **MANAGEMENT ACTIVITIES REPORT**

Attached is the management activities report for the period of February 26<sup>th</sup>, 2018 to March 26<sup>th</sup>, 2018.



Kim Fath  
Chief Administrative Officer



## Management Activity Report

#	Subject	Meeting	Date	Motion No.	Action	By	Completion Date
26	Star Trek Uniforms	RC	26-Feb-18		Administration to set up fitting appointments between Katalin and Council	WC/KR	
27	Request for Compliance 404 Meadwolark Way	RC	26-Feb-18	18.048	Mayor and CAO to sign agreements and return to Development Officer	KF/KR	27-Feb-18
28	Amend PL-03 - Local Improvement Policy	RC	26-Feb-18	18.049	Administration to update Policy Binder	KF/KR	27-Feb-18
29	Local Improvement Plan	RC	26-Feb-18	18.050	Administration amend Local Improvement Plan and contact affected residents with amendment	KF/KR	27-Feb-18
30	St. Aldhelm's Anglican Church Letter Senior Housing	RC	26-Feb-18	18.053	Administration respond to St. Aldhelm's concerns about Senior Housing	KF/KR	1-Mar-18
31	Vulcan 24hr Hock Game Fundraiser	RC	26-Feb-18	18.056	Send Copy of Resolution approving Councillor DeBolt's attendance for ceremonial puck drop	KF/KR	27-Feb-18
32	Vulcan Library Board Representative Appointment	RC	26-Feb-18	18.057	Send approval of appointment of Arlene Irwin to Vulcan Library Board Copy of Resolution	KF/KR	27-Feb-18
33	Vulcan Fire Department Capital Equipment	RC	26-Feb-18	18.058	Send letter of approval to Vulcan County and Fire Committee Copy of Resolution	KF/KR	27-Feb-18
<b>BY: KF/Kim Fath NN/Nancy Nuefeld SB/Stew Birch BE/Bonnie Ellis JMcC/Janice McCallum/Campbell KR/Karen Rose JV/Justin Vallee</b>							
#	Subject	Meeting	Date	Motion No.	Action	By	Completion Date
34	Strategic Planning Priorities 2018	RC	12-Mar-18	18.064	Put Strategic Planning Priorities 2018 list on the website	KR	13-Mar-18
35	5 year Underground Utility Street Improvement Capital Works Plan	RC	12-Mar-18	18.065	Administration to amend 5 year plan and update all working documents for the plan	KF/KR	6-Apr-18
36	Local Improvement Plan 400 & 500 Blks 3 St South	RC	12-Mar-18	18.066	Administration to begin Tender process for 400 & 500 Blk 3 Street South Copy of Resolution	KF/KR	
37	Senior Housing - Marquis Foundation	RC	12-Mar-18	18.067	Arrange meeting between Council and Marquis Foundation	KF/KR	27-Mar-18
38	Snow Removal Concern	RC	26-Mar-18	18.073	Administration send Administration report to Niki Larson	KF/KR	27-Mar-18
39	24Hour Hockey Game Fundraiser	RC	26-Mar-18	18.076	Administration send letter of congratulations for the event	KF/KR	29-Mar-18
40	Town Float Liason	RC	26-Mar-18	18.078	Contract Gary McKinnon regarding liason for Town float	KF/KR	29-Mar-18
41	Bylaw No. 1465-17-A Amend Local Improvement Tax	RC	26-Mar-18	18.80-83	Sign, seal and file bylaw Give copy of bylaw to Teresa Smith Tax Clerk	KF/KR	28-Mar-18
42	Bylaw No. 1466-17-A Amend Local Improvement Tax	RC	26-Mar-18	18.84-87	Sign, seal and file bylaw Give copy of bylaw to Teresa Smith Tax Clerk	KF/KR	28-Mar-18
43	Fire Protection Service Agreement Bylaw No. 1471-18	RC	26-Mar-18	18.90-92	Sign, seal and file bylaw	KF/KR	28-Mar-18
44	Fire Protection Service Agreement	RC	26-Mar-18	18.089	Amend and sign agreement, send copy to Vulcan County	KF/KR	
45	Bylaw No. 1472-18 Local Improvement 200 Blk 4 St S	RC	26-Mar-18	18.93-96	Sign, seal and file bylaw Give copy of bylaw to Teresa Smith Tax Clerk	KF/KR	28-Mar-18
46	Request for Support RCAF Aircraft Flyby	RC	26-Mar-18	18.097	Send letter of approval	KF/KR	28-Mar-18
47	Replacement of Arena Condenser and Boilers	RC	26-Mar-18	18.098	Administration to prepare proposal to take back to Council for consideration Copy of Resolution Stew Birch Town Foreman, Janice McCallum-Campbell Finance Manager	KF/KR	
48	Request for Continuing Support for vTV	RC	28-Mar-18	18.099	Send letter to Ray Shaw with decision, send \$5,000.00 to vTV Copy of Resolution to Janice McCallum-Campbell Finance Manager	KF/KR	29-Mar-18
49	New Urban Design - Letter of Intent	RC	26-Mar-18	18.102	Administration contact New Urban Design declining their request CAO verbally called New Urban Design declining their request for a letter of intent	KF/KR	27-Mar-18
<b>BY: KF/Kim Fath NN/Nancy Nuefeld SB/Stew Birch BE/Bonnie Ellis JMcC/Janice McCallum/Campbell KR/Karen Rose JV/Justin Vallee</b>							



# MEMO

**TO: Council**

**FROM: Nancy Neufeld, Development Officer**

**DATE: Report for March, 2018**

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Submitted Annual Internal Review report in regards to permitting (building, electrical, gas & plumbing) to Safety Council as required by QMP. Safety Codes Council has reviewed same and signed off.

Intermunicipal Development Plan – Meeting set for April 12<sup>th</sup> with County and ORRSC. Town committee consists of myself, Kim and John Seaman.

MPC Meeting – March MPC meeting was cancelled – Next scheduled meeting is April 17, 2018.

105 Sinclair Road – Development Permit and Building Permit application received for 105 Jamison Road re development of property/building which will accommodate two uses, one being a dentist and other designated for future retail.

## BUILDING PERMITS ISSUED MARCH 2018

DATE	PERMIT #	DEV PERMIT #	JOB DESCRIPTION	JOB VALUE	ROLL #	CIVIC ADDRESS	LOT	BLOCK	PLAN
Mar 20/18	TVC B 0003 18MU	D18.06	Demolition Accessory Building	R-3 \$200.00	01100	941-1 Ave S	2	58	1411590
Mar 27/18	TVC B 0004 18MU	D18.07	Accessory Building	R-3 - \$12,000	01100	941-1 Ave S	2	58	1411590

## DEVELOPMENT PERMITS ISSUED MARCH 2018

DATE	PERMIT #	DEVELOPMENT DESCRIPTION	ZONE	CIVIC ADDRESS	APPROVED	MPC MOTION #	POST UNTIL	APPROVAL
Mar 20/18	D18.06	Permitted	Demolition Accessory Bldg	R-3	941-1 Ave S	March 21/18	N/A	April 4/18 Approved
Mar 20/18	D18.07	Permitted	Accessory Bldg	R-3	941-1 Ave S	March 21/18	N/A	April 4/18 Approved
Mar 26/18	D18.08	Discretionary	Medical Health Facility/Retail	C-1	105 Sinclair Road	Pending MPC April 17/18		May 8/18

## NEW BUSINESS LICENSES ISSUED MARCH 2018

DATE	LIC #	COMPANY NAME	TYPE OF BUSINESS	VULCAN CIVIC ADDRESS
Mar 5/18	139	Katalin Berta (Seamstress)	Seamstress, Alterations, Mending	315-5 <sup>th</sup> Ave S

## NOTICE OF DEVELOPMENT PERMIT APPLICATIONS/DECISIONS

The following development permits have been applied for under the provisions of the Land Use Bylaw 1437-15. For additional information contact the Development Officer at (403)485-2417, Monday to Friday 8:30 a.m. to 4:30 p.m. or via e-mail [nneufeld@townofvulcan.ca](mailto:nneufeld@townofvulcan.ca).

DATE	PERMIT #	DEVELOPMENT DESCRIPTION		ZONE	CIVIC ADDRESS	APPROVED	MPC MOTION #	POST UNTIL	APPROVAL
Mar 20/18	D18.06	Permitted	Demolition Accessory Bldg	R-3	941-1 Ave S	Mar 21/18	N/A	April 4/18	Approved
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Mar 26/18	D18.08	Discretionary	Medical Health Facility/Retail	C-1	105 Sinclair Road	Pending MPC April 17/18		May 8/18	

If you object to a development approval/denial, you have the right to appeal to the Subdivision and Development Appeal Board. Your written appeal, with the required \$500.00 fee, must be submitted containing the reason for the appeal prior to 4:30 p.m. on the appeal date. Appeals can be forwarded to:

Subdivision & Appeal Board  
c/o Town of Vulcan  
Box 360  
VULCAN, AB T0L 2B0

# **Town of Vulcan**

## **Public Works**

### **Month End Report**

**Month of:** March 2018

#### **Facilities:**

- Replacing the sodium lights above the ice surface in the arena with LED lighting expect delivery of lights the first week of April and public works will start as soon as possible
- Gio doors is expected to be done Library doors on April 9<sup>th</sup> to 10<sup>th</sup>
- Company in working on new sound system in arena has completed the job with help from public works
- There is not a set date of when the work in the library is going to take place to deal with the flood issues

#### **Streets:**

- Constant snow removal took up the majority of public works time in March.
- Steaming culverts and storm drains
- Street lights tested and repairs done
- Meet with CIMA and contractors for the 3<sup>rd</sup> street project
- County started hauling gravel and pit run for the 3<sup>rd</sup> street project as well as public works needs for the season
- Working on pricing for street lights if decided to continue on Main Street this year or next. Also for replacing old light fixtures with Led for the rest of the industrial sub and area parking lot

#### **Water & Sewer:**

Tested all alarms at lift stations and water plant.

- March 6<sup>th</sup> there was a water break on the Vulcan County water service going into their shop which they had installed. Public works assisted with repair Vulcan county took care of most of the repair
- One service line break that was on private property which Shawne repaired



**Water Plant (contracted)**

- Minor repair and maintenance in water plant
- The new approval for the Town of Vulcan separating it from Twin Valley Water commission in which they have been operating under the current approval that the Town of Vulcan has been completed by myself and Cathy Dallman and sent in to Alberta Environment for approval

**Parks:**

- Have ordered the fire pits for VMMP campground
- Public works will be working on picnic table repair and building repairs

**Cemetery:****Equipment**

- The new half tone and Gravel truck have been ordered and expect delivery end of April start of May

**Personnel:**

- The job posting for the arena laborer closed on March 2<sup>nd</sup> we received 16 resumes. With having a hiring committee ( Stew Birch/Rob Davidson /Derek Sager) we short listed the applicants and conducted four interviews the decision was to hire Allan Charko who will start on May 1<sup>st</sup> and be on a five month probation taking it to the end of September allowing Allan and myself to see how he is in the Arena

**Other:**

- Public works assisting with install of sound system in arena
- Public works assisted with the 24 hour hockey set up and Kent Broere donated his time to flood ice from midnight to seven am

**Stewart Birch Town Foreman**

Prepared By Bonnie Ellis Community Services Manager

RECREATION

New Pool Build:

The Ad-Hoc Committee has met to review the 3 quotes. Stew will be looking further into filtration systems by visiting with staff at Henderson Pool in Lethbridge to discuss its operations. Gerry will be looking further in the pool house to come up with cost of renovation vs new build. We will be meeting with the general pool committee to discuss our finding and narrow down what we will want for our pool. We will be meeting April 23<sup>rd</sup> to go over the findings and to draw up the RFP. The RFP will have the stipulation that the project will not go ahead until funding is in place. When we have the secured costs we can then continue to work on grant funding for this project.

Ongoing funding for the project has been undertaken by the Vulcan Lions' Club and at this point have raised \$83820.60 for this project from grants, donations, (including 85K from recreation committee reserve) fundraising and raffles.

Fundraising included the 24 Hockey Game that raised over \$40k and the Lions' Pool Party that raised \$16k additional dollars that evening adding to the total of the raffle fundraiser. Other ways to raise funds are continuing to be discussed.

Programming

Soccer and Baseball number are very good and hopefully we will have a season. Spring programming has taken a hit with the winter weather hanging around. We will be utilizing the arena to start soccer and baseball practices indoor with consolation with maintenance. Other programs are steady with good numbers.

Movie number are ranging from 27- 72 in attendance. We are talking with other recreation communities to use the movie system.

110 youth kept busy during Easter week daytime activities with nerf war, movie and open gym activities.

Arena

Arena Sound system has been 90% completed with 2 remaining speaker to be worked on for final completion. The sound is much better in the facility but as with any arena you will have reverberation with the cement walls. The cost \$21101.64.

The arena has closed for the season and a meeting will be head in mid-April to facility the discussion on next seasons use.

Usage

Minor hockey 468 hrs  
Vulcan Rec 404 hrs  
Men's Hockey 87 hrs  
Skate Club 260 hr  
School 100

Other 82 hrs (ringette 15 hrs)  
Total 1401 hrs 84% occupancy

## **TOURISM**

Staff are orientating themselves to the facility and procedures.

Grant has been looking into buying merchandise wholesale to increase profitability with several companies such as Think Geek and also the producers of Tribbles

Tourism Badlands Conference was attended by Grant on March 13-15 in Medicine Hat where he was able to create connections with others in the field. Discussion on grant funding for tourism enabled Grant to bring several applications back to work on.

We have put in several advertisements for various magazines for the tourism centre and VulCon. We have split the cost with Aspen Crossings and possibly Alberta Tourism.

Tourism had a meeting with Dayna Dickenson and Paul Carreau to give an overview of Vul-Con and other tourism grants etc.

Stew has been down to the trek centre to review the fixing of the window wells and other minor fixes along with reviewing lighting issues.

We will be attending Calgary Expo April 26-29.

## **Grants**

Canada Summer Jobs We have not heard from them as of yet for both tourism and pool

Visitor Services Innovation Fund grant that will fund VIC activities outside the building was accepted with a grant in the amount of \$3459.00

## **Summer Employment:**

Online ads have gone out for summer employment at the pool and tourism office. I have received 8 applications for tourism and 10 for pool.

## **Community Services**

Meeting with VBIT regarding the continued support for vTV and discussion on continued branding of Vulcan.

Meeting with the Vulcan Museum Committee, discussion regarding the relocation of the bench in front of their premises to deter vandalism. I have talked with Stew on this matter. A partnership with the museum and tourism is being worked on to support visitations to both facilities. They were also concerned with the closing of VBDS as their website was located within VBDS'. I have talked with Jason Schneider as VBDS was under them regarding this issue.



# PEACE OFFICER PROGRAM

## Managers' Report – March 2018

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- ☐ From March 1<sup>st</sup> to March 31<sup>st</sup>; Twenty (20) files were created.
  - Thirteen (13) Traffic Stops
    - Four (4) Offence Notices
    - Nine (9) Warnings
  - No Animal Control Calls
- ☐ Maintaining regular patrols and Stationary LIDAR on Elizabeth Street at the crossing sometimes coordinating with RCMP for joint operations. These were high visibility operations, intending to educate and change the behavior. With a visible presence, there was a much more compliant attitude.
- ☐ Attended Weight and Dimensions Enforcement Course
  - This was taken to allow for better enforcement of any current and potential road bans in the town limits, as well as
  - Enforcement of over dimensional loads travelling through the Town.
  - To provide myself with better familiarity in dealing with commercial vehicles.
- ☐ Positive Ticket Program
  - Meetings with RCMP/County regarding rollout for "Positive Ticket" program.
  - Secured Goldhawks Printing for the design work on Positive Tickets.
  - Coordinating with PVE School on awarding winners of art contest at an upcoming assembly.
- ☐ Provided visible presence during Rec Hockey Tournament and "Last Chance" Bonspiel weekend.
- ☐ Provided Traffic Control assistance in joint operation High-Visibility CheckStops with RCMP.
- ☐ Recreation has booked a tentative date for Bike Rodeo, plan made for sit down meeting with all involved in April.
- ☐ Digital Speed Signs
  - Working with Public Works on placement and mounting options.
  - In contact with Alberta Transportation on permit process for placement on Elizabeth Street.

### Plans for April

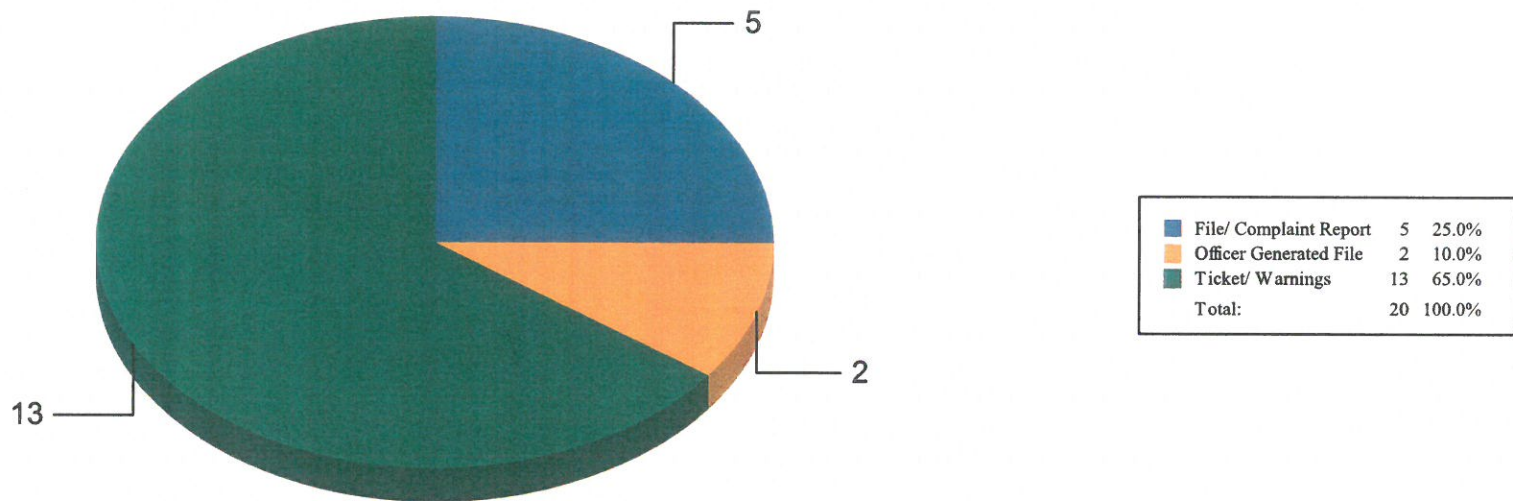
- ☐ Traffic Enforcement
  - Areas for Concern include:
    - Centre Street Downtown; 4-way stops at 1<sup>st</sup> and 2<sup>nd</sup> Ave.
    - 1<sup>st</sup> Avenue, primarily South. Excessive Speed and high pedestrian count.
    - Elizabeth Street, West entrance to town.
    - Elizabeth Street, Playground Zone and crosswalk.

- ☐ Digital Speed Signs
  - While awaiting approval on Elizabeth Street placement, I plan to work with Public Works to set up placement on other areas of concern for speed violations.
  - Submit permit application to Alberta Transportation for Elizabeth Street placement.
- ☐ Attending an assembly at PVE School to award winners of Art Contest
- ☐ Meeting with RCMP, Vulcan County and Fire Department RE: Bike Rodeo.
- ☐ Regular patrols for un-shovelled sidewalks.
- ☐ Issue fines to any outstanding Business and Dog Licenses for 2018

## Town of Vulcan

No Description Statistics from: 3/1/2018 12:00:00AM to 3/31/2018 11:59:00PM

### Count of Reports Completed

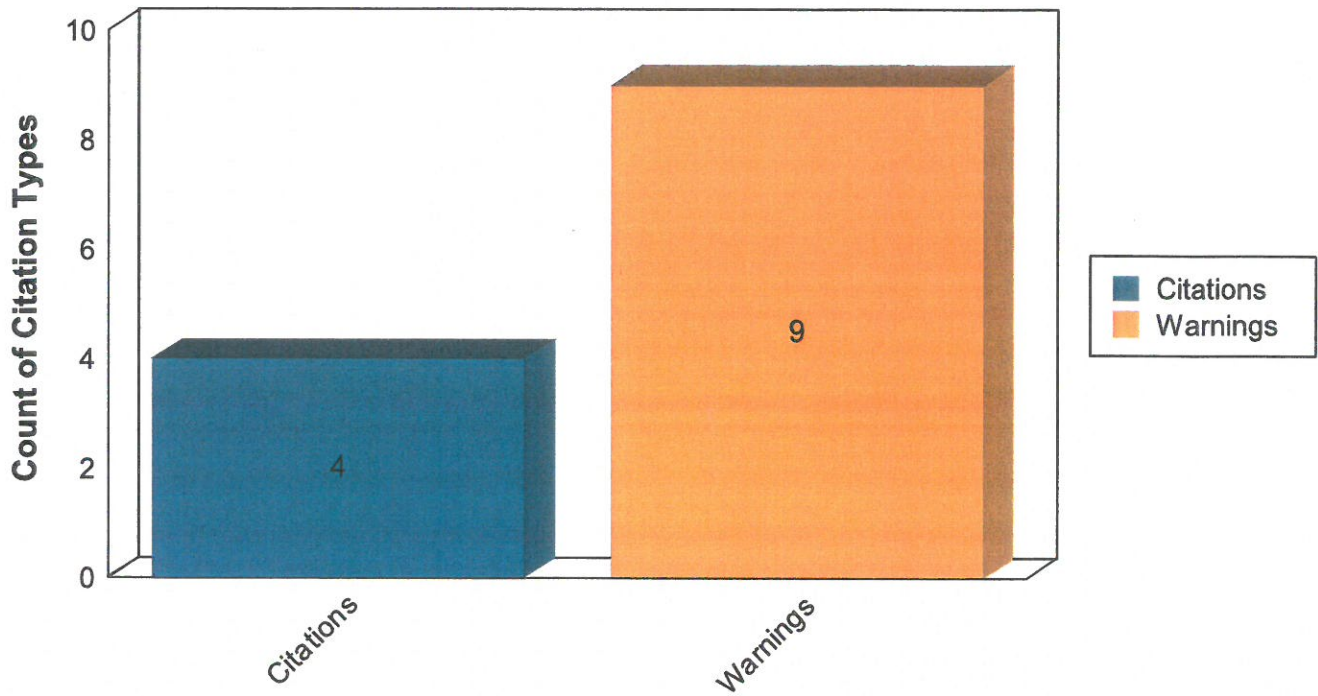




# Comparison of Citations and Warnings

No Description Statistics from: 3/1/2018 12:00:00AM to 3/31/2018 11:59:00PM

## Citations vs Warnings





## Station 27 Fire Department Office of the Fire Chief

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April 6, 2018

### Management Report

For the Month of March 2018, Station 27 Fire Department has responded to the following:

Call Type		2018
Carbon Monoxide		1
Fire Response		2
Grassland		
Rescue		
Hazmat		
Gas Leaks		
MVC		5
Mutual Aid		
Medical Assist		4
First Response		2
Service Call		1
False Alarm		
Total Calls (month)		15

First Response = No Ems from Vulcan

39 Total Calls to the end of March 2018

The call report is for Town and County.

### General Operations

- Who's Responding is partially functional for station 27 and working well
- Engine 272 is still out of service and awaiting repairs
- Tender 27 was out of service for repairs but is now in service
- 

### Membership/Recruitment

- Our membership is currently at 20 members. With 2 Junior members
- SOG's are being updated to indicate the level of commitment to maintain membership in good standing.
- SOG's are being updated to clearly define a leave of absence.



**Station 27 Fire Department  
Office of the Fire Chief**

**Training**

- A 1001 level one firefighter course is currently being ran with 8 of our members participating in it. Completion scheduled for June.
- Station 27 is hosting a Fire Medical Responder program beginning Feb 7 with completion scheduled for April 2018
- There is an advanced vehicle extrication course planned for April with special instructor Randy Schmitz from Calgary Fire, we are looking forward to this course.
- Regular Tuesday practices have been well attended.
- Ice rescue train the trainer course was held in Vulcan. Vulcan County has a total of 3 new ice rescue instructors able to train and instruct the Dive Rescue International ice rescue program and provide certification.

**Fire Prevention/Public Relations**

- Station 27 has a facebook page which is updated after every call or special event

Respectfully,  
Peter Wyatt,  
District 27 Fire Chief,  
Vulcan Fire Department  
[peter.wyatt@vulcancounty.ab.ca](mailto:peter.wyatt@vulcancounty.ab.ca)