

**AGENDA FOR THE REGULAR MEETING OF COUNCIL
TO BE HELD IN THE TOWN OF VULCAN COUNCIL CHAMBERS
ON MONDAY, MARCH 12, 2018
COMMENCING AT 7:00 PM**

PUBLIC HEARING - NIL

CALL TO ORDER -

1.0 Call to Order:

2.0 Delegations

2.1 Niki Larson – Snow Removal

3.0 Public Hearing - NIL

4.0 Adoption of Agenda

5.0 Adoption of Previous Minutes

5.1 Regular Council Meeting Minutes – February 26, 2018

5.2 Special Meeting of Council Minutes – February 21-22, 2018

6.0 Unfinished Business - NIL

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 - NIL

11.0 New Business

11.1 Strategic Planning Priorities 2018

11.2 5 Year Underground Utility and Street Improvement Capital Works Program

11.3 Local Improvement Plan 400 & 500 Block 3 Street South

11.4 Senior Housing – Marquis Foundation

12.0 Notice of Motion

13.0 Management Reports

13.1 Management Reports

14.0 In-Camera - NIL

15.0 Adjournment

March 5, 2018

To the Vulcan Town Council,

First of all, let me preface this with that in no way am I speaking on behalf of my employer or others associated with Alberta Health Services. However, I am speaking on behalf of myself and others in the Town of Vulcan who feel that the current process in which snow removal is done needs to be addressed. I do acknowledge the fact that this winter has been one in which we have had more snow than in the past but, as I am one of many individuals who provide medical services in and around the Town of Vulcan, I have found the lack of timely snow clearing and/or removal to greatly interfere with how and when these services are provided. Due to the lack of timely clearing of snow on town streets this has lead to essential services being cancelled around town for our senior community due to some or all of the town streets/avenues not being cleared therefore making it unsafe for individuals like myself to provide care. On one of these occasions, which was posted on Facebook, an individual providing community services had to be pulled out of the snow by residents of the neighbourhood and one neighbour even had to clear this neighbourhoods' main street for the town. I believe that the Town of Vulcan needs to be better prepared for snowfalls like the ones we have seen this winter as it would be poor planning if this was just considered a one off.

It is because of the above stated information that I would like to be added to the next Town Council Meeting to discuss my concerns.

Thank you,

A handwritten signature in dark ink, appearing to read 'Niki Larson', written over a horizontal line.

Niki Larson



Town of Vulcan

Request for Decision (RFD)

Adoption of Previous Minutes Regular Council Meeting February 26, 2018

Meeting:	Regular Council
Meeting Date:	March 12, 2018
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

The Minutes of the Regular Meeting of Council, held in the Town of Vulcan Council Chamber on Monday, February 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, February 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, FEBRUARY 26th, 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

3.1 Katalin Berta – Star Trek Uniform

Katalin Berta was in attendance to show Council a sample uniform that she had made for Council to view. She asked Council for any modifications they would like to see for the jackets. Administration will work with Katalin to set up appointments for fittings with Council.

3.2 Jaydean Boldt – New Urban Designing Group – Seniors Development Project Proposal

Motion No.: 18.044

Moved by Councillor Paul Taylor THAT Council moves in-camera at 7:10 p.m. for discussion of land for Senior Housing under the Freedom of Information and Protection of Privacy Regulation Section 18(1)(c).

CARRIED UNANIMOUSLY

Motion No.: 18.045

Moved by Councillor Georgia-Lee DeBolt THAT Council moves out-of-camera at 7:40 p.m.

CARRIED UNANIMOUSLY

4.0 Adoption of Agenda

Motion No.: 18.046

- 3.1 Katalin Berta – Star Trek Uniforms

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

5.0 Adoption of Previous Minutes

5.1 Regular Council Meeting Minutes

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

Motion No.: 18.047

Moved by Councillor Lorna Armstrong THAT the Minutes of the Regular Council Meeting, held in the Town of Vulcan Council Chamber on Monday, February 12, 2018 be approved and read by each member of Council as presented. **CARRIED UNANIMOUSLY**

6.0 Unfinished Business

6.1 Request for Compliance 404 Meadowlark Way

At the February 12, 2018 Regular Council Meeting a Request for Compliance at 404 Meadowlark Way was brought before Council for consideration.

Council had directed Administration to research this matter for further clarification and bring it back to Council for consideration.

Motion No.: 18.048

Moved by Councillor Lyle Magnuson THAT Council approves the Utility Right of Way Amending Agreement for the property described as:

- 404 Meadowlark Way
- Condominium Plan 0414588
- Unit 27

- AND 324 undivided one ten thousandth shares in the common property excepting thereout all mines and minerals **CARRIED UNANIMOUSLY**

6.2 Amend PL-03 – Local Improvement Policy

At the February 12, 2018 Regular Council Meeting, Council directed Administration to amend Policy PL-03 – Local Improvement Plan and bring it back to Council for further consideration.

Motion No.: 18.049

Moved by Councillor Lorna Armstrong THAT Council adopts Policy PL-03 – Local Improvement Policy as amended. **CARRIED UNANIMOUSLY**

6.3 Local Improvement Plan

At the February 12, 2018 Regular Council Meeting, Council directed Administration to prepare the Local Improvement Plan for the underground utility and surface improvement of 3rd Street South from 4th Avenue to 6th Avenue.

The package was sent out to the affected residents with the legal address indicated for each resident. The legal address information for the 400 Block was described incorrectly.

Motion No.: 18.050

Moved by Councillor Georgia-Lee DeBolt THAT Council approves the amendment to the Local Improvement Plan and that Administration forward the amended Local Improvement Plan to the affected residents. **CARRIED UNANIMOUSLY**

7.0 Financial Reports

7.1 Cash Statement - Ending January 31, 2018

Motion No.: 18.051

Moved by Councillor Paul Taylor THAT the Cash Statement for the period ending January 31, 2018 be received as information. **CARRIED UNANIMOUSLY**

7.2 Year-to-Date Statement – Ending January 31, 2018

Motion No.: 18.052

Moved by Councillor Lorna Armstrong THAT the Year-to-Date Statement for the period ending January 31, 2018 be received as information. **CARRIED UNANIMOUSLY**

8.0 Correspondence and Information Items

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

Motion No.: 18.053

Moved by Councillor Paul Taylor THAT Council directs Administration to respond to St. Aldhelm's Anglican Church letter concerning the current senior housing retirement situation within the Town of Vulcan. **CARRIED UNANIMOUSLY**

Motion No.: 18.054

Moved by Councillor Lyle Magnuson THAT the Correspondence and Information Items for the period ending February 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.

Motion No.: 18.055

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

- Oldman River Regional Services Commission – Agenda – Minutes – December 7, 2017
- Canadian Badlands Board Meeting – Minutes – January 26, 2018
- Vulcan Area Public & Petroleum Association – Agenda – Minutes – February 12, 2018
- Municipal Planning Commission – Minutes – February 20, 2018

Verbal Reports:

- Councillor Paul Taylor
 - Vulcan Library Board
 - Municipal Planning Commission
 - Vulcan 7 District Fire Services Committee
- Councillor Lyle Magnuson
 - Municipal Planning Commission
- Councillor Lorna Armstrong
 - Vulcan Golf and Country Club
- Mayor Tom Grant
 - Vulcan Area Public & Petroleum Association
 - Southern Alberta Waste for Energy Association

CARRIED UNANIMOUSLY

10.0 Bylaws/Policies - NIL

11.0 New Business

11.1 Vulcan 24hr Hockey Game Fundraiser

A 24hr Hockey Game fundraiser is being held in Vulcan on March 2-3, 2018 to raise money for the Vulcan Lions Club and their pool project.

The organizers of the fundraiser invited a Council or staff member to take part in the ceremonial puck drop along with a Lions Club member. The ceremonies will start at 6:30 p.m. on Friday, March 2, 2018 and should take no longer than 10 minutes.

Motion No.: 18.056

Moved by Councillor Lyle Magnuson THAT Council approves the attendance of Councillor Georgia-Lee DeBolt as the Town of Vulcan's representative to take part in the 24hr Hockey Game fundraiser ceremonial puck drop.

CARRIED UNANIMOUSLY

11.2 Vulcan Library Board Representative Appointment

The Vulcan Library Board is requesting that Council appoint Arlene Irwin to the Vulcan Library Board to replace Vicki Hutton who has resigned from the Vulcan Library Board.

The appointment is for a 3 year term and would commence February 26, 2018 and ending on February 26, 2021.

Motion No.: 18.057

Moved by Councillor Lorna Armstrong THAT Council approves the appointment of Arlene Irwin as a member of the Vulcan Library Board for a term commencing on February 26, 2018 and ending February 26, 2021. **CARRIED UNANIMOUSLY**

11.3 Vulcan Fire Department Capital Equipment

On November 1, 2017 the Town of Vulcan entered into an agreement with Vulcan County to form a committee in order to provide oversight and recommendations for the Vulcan Fire Department.

This committee has brought forward the attached letter in regards to the 2018 capital purchase requirements of the Vulcan Fire Department. At this time the Town of Vulcan and Vulcan County have yet to complete and approve a detailed fire services agreement. The Town of Vulcan has allocated reserve funds to cover their portion of the proposed purchases. The \$284,791.50 may be drawn from the Emergency Management Capital reserve.

Motion No.: 18.058

Moved by Councillor Paul Taylor THAT Council approves a \$284,791.50 contribution to Vulcan County to be drawn from the Emergency Services reserve, for the purchase of capital equipment dedicated to the Vulcan Fire Department as recommended by the Vulcan & District Fire Services Committee pending the successful negotiation and approval of a fire services agreement with the Vulcan County. **CARRIED UNANIMOUSLY**

12.0 Notice of Motion - NIL

13.0 Management Reports - NIL

14.0 In-Camera - NIL

15.0 Adjournment

The meeting was adjourned by Councillor Georgia-Lee DeBolt at 8:11 p.m.

Tom Grant
Mayor

Kim Fath
Chief Administrative Officer

Town of Vulcan

Request for Decision (RFD)

Adoption of Previous Minutes of the Special Meeting of Council February 21-22, 2018

Meeting:	Regular Council
Meeting Date:	March 12, 2018
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

The Minutes of the Special Meeting of Council, held at the Ramada Inn, Lethbridge on February 21-22, 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 Special Meeting of Council, held at the Ramada Inn, Lethbridge on February 21-22, 2018 were presented to Council.

Initials show support -Reviewed by:

Director:


CAO

**MINUTES OF THE SPECIAL MEETING OF COUNCIL
HELD AT RAMADA INN, LETHBRIDGE
ON FEBRUARY 21- 22, 2018,
COMMENCING AT 9:30 A.M.**

PRESENT:	Mayor	- Tom Grant
	Councillor	- Lyle Magnuson
	Councillor	- Paul Taylor
	Councillor	- Laura Thomas
	Councillor	- Georgia-Lee DeBolt
	Councillor	- Michelle Roddy
	Councillor	- Lorna Armstrong
	Chief Administrative Officer	- Kim Fath

1.0 Call to Order

Mayor Tom Grant called the meeting to order on February 21, 2018 at 9:30 a.m.

2.0 Additions to the Agenda

Motion No.: 18.001-SP

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

3.0 Department Planning Priority Review

Motion No.: 18.002-SP

Moved by Councillor Laura Thomas THAT the presentations provided by Nancy Neufeld, Janice McCallum-Campbell, Stew Birch, Kim Fath and Bonnie Ellis be accepted as information.

CARRIED UNANIMOUSLY

4.0 Adjournment – Re-assemble on February 22, 2018 at 8:30 a.m.

Motion No.: 18.003-SP

Moved by Councillor Georgia-Lee DeBolt THAT the meeting adjourn at 4:30 p.m. **CARRIED UNANIMOUSLY**

5.0 Call to Order

Mayor Tom Grant called the meeting to order on February 22, 2018 at 8:30 a.m.

6.0 Consulting Services Update

Motion No.: 18.004-SP

Moved by Councillor Paul Taylor THAT the presentations provided by Bench Mark Assessments, Oldman River Regional Services Commission and CIMA+ be accepted as information. **CARRIED UNANIMOUSLY**

7.0 Round Table Discussion – 2018 Strategic Plan Priorities/Goal

Motion No.: 18.005-SP

Moved by Councillor Georgia-Lee DeBolt THAT Council directs Administration to prepare a Strategic Planning priority list based on the outcome of the round table discussion and that it be brought forward to a Regular Council meeting for Council's approval.

CARRIED UNANIMOUSLY

8.0 Adjournment

The Special Meeting of Council was adjourned by Councillor Michelle Roddy at 5:00 p.m.

Tom Grant
Mayor

Kim Fath
Chief Administrative Officer

Town of Vulcan

Request for Decision (RFD)

Correspondence and Information

Meeting:	Regular Council
Meeting Date:	March 12, 2018
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Attached is the list of Correspondence and Information for the period ending March 12, 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 March 12, 2018 be received for information.

Initials show support -Reviewed by:

Director:


CAO

Report on Miscellaneous Correspondence 8.1 (2) - March 12, 2018

A. Southern Alberta Council on Public Affairs(SACPA)

Letter of Introduction from SSCPA

B. Rowan House Society

Hope and Healing Gala Invitation



Greetings from Southern Alberta Council on Public Affairs (SACPA). Enclosed please find our 50th anniversary magazine, *50 Years and Counting*, which tells our story and points to our future. We would like to invite you to, in some way, become part of that future.

First, you are always welcome to our Thursday events, which goes from 12 noon to 1:30pm in Lethbridge and usually at Country Kitchen Catering, below the Keg restaurant, 1715 Mayor Magrath Drive S. Each week, from September to June, we invite speakers to address topics of importance on local, regional, national or international issues. They speak for 30 minutes followed by a 30 minute break for lunch and a 30 minute question and answer period with the speaker, ensuring lively interaction and a deeper understanding about the issues. We also organize special events, mostly in the evening, at various locations including the Legion, Lethbridge Public Library and University of Lethbridge.

SACPA is a non-partisan and not for profit organization covering topics from politics and social to economic and academic issues as well as environmental challenges. As you can see from *50 Years and Counting*, we have hosted quite a range of controversial and engaging speakers.

Secondly, we would like you and your fellow councillors to consider the opportunity to host a SACPA type session in your own community. We would be happy to help with whatever you might wish to organize. We realize there may already be in place a speaker series with other groups in your community. However, if not, perhaps you will consider our offer and talk with us about the possibilities of bringing SACPA to your community.

If you want more background to this offer, *50 Years and Counting* has a section called Create Your Own Council, which we recommend. This offer is part of that initiative. We are hoping to promulgate SACPA, currently a unique group in Canada, to other communities. We feel that if more communities engaged in dialogue on issues and topics, it might strengthen everyone's understanding. And it might attract more speakers from other parts of Canada to southern Alberta, if an interest from several communities for presentations are shown.

Thank you for considering our invitation. When you come to a Thursday event, please be our guest. Identify yourself to one of our board members and we will happily provide a complimentary meal the first time you visit.

We look forward to meet and hopefully talk with you about how we together can collaborate and strengthen our democratic institutions through dialogue. Please visit www.sacpa.ca for more info and possibly sign up to receive weekly email info describing upcoming events.

Sincerely, 

Knud Petersen, Chair of SACPA, knuddie@telusplanet.net 403-380-4751

8.1.B



**ROWAN
HOUSE**
SOCIETY

BUILDING VIOLENCE FREE COMMUNITIES

Please join us for our **10th Annual**

Hope & Healing Gala

**Saturday, April 14th, 2018
Lynnwood Ranch, Aldersyde**

2018 Sponsorship Opportunities

"The world needs hope and hope needs help."
Jeff Shuck—Plenty Consulting

Help Hope Grow...

Did you know?

- A Rowan House Shelter Counsellor is waiting on the other side of our telephone crisis line 24 hours a day, 7 days a week, 52 weeks a year, supporting women and children fleeing family violence...
- Prevention Education Facilitators do hundreds of presentations each school year, teaching Foothills students about self-esteem, empathy, dating violence and healthy relationships—empowering them to make choices that break the cycle of abuse and lead to lives free of violence...
- Child Development Workers spend thousands of hours each year helping our littlest residents to just be kids while dealing with the traumatizing things they may have witnessed or experienced before calling Rowan House home...



Over half of the residents at Rowan House Emergency Shelter are children.

In our 2016-2017 fiscal year, Rowan House admitted 92 women and 108 children. During this same time, 369 women and children were turned away

ALL BECAUSE OF YOU

Planning has begun for the 2018 Hope & Healing Gala and we are asking for your support.

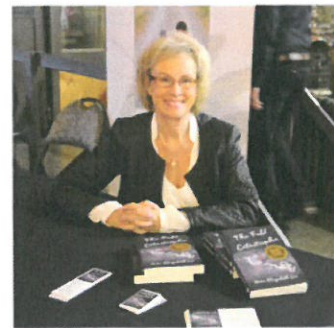
How you can help:

Sponsor the Gala / Buy a Ticket / Donate an Auction Item

Family violence has no gender, racial, economical or geographical boundaries.
It's not just a women's issue, it is a human issue.

Every dollar raised through this important event ensures we can continue to provide services and programming that protect women and children in crisis today and create violence free communities into the future.

For more information please call 403-652-3316 or email gala@rowanhouse.ca



Sponsorship Levels

Crown Sponsor—\$25,000 commitment/year for 2 years

- Title Sponsor Recognition in all branding and marketing of event (The *your company name* Hope & Healing Gala)
- 16 tickets per year
- Logo and company link on Rowan House website
- Name and logo on event poster* and in gala program and evening slide show
- Ongoing mentions through social media, monthly newsletters and live media
- Recognition with logo in post-gala thank you ad in local papers, social media and newsletter
- Interview in post-gala video thank you (clip to be recorded at gala) to be posted on social media and used in promotion of next gala

Trunk Sponsor—\$10,000

- 16 tickets
- Logo and company link on Rowan House Website
- Logo on event poster* and in gala program and evening slide show
- Ongoing mentions through social media, monthly newsletters and live media
- Recognition in post-gala thank you ad in local papers, social media and newsletter

Branches Sponsor—\$5,000

- 8 tickets
- Logo and company link on Rowan House website
- Logo on event poster* and in gala program and evening slide show
- Ongoing mentions through social media and monthly newsletters
- Recognition in post-gala thank you ad in local papers, social media and newsletter

Leaves Sponsor—\$2,500

- 4 tickets
- Logo and company link on Rowan House website
- Recognition in gala program and evening slide show
- Recognition in post-gala thank you ad in local papers, social media and newsletter

Berries Sponsor—\$1,000

(unable to attend but would like to support)

- Recognition in gala program and evening slide show
- Recognition in post-gala thank you ad in local papers, social media and newsletter

Tickets: \$1,400 for a Table of 8 or \$200 each

*please note we have a firm print deadline of January 15, 2018, however any digital marketing can be updated at any time if your sponsorship is made after that date.

For more information on sponsoring the 2018 Hope & Healing Gala
please email gala@rowanhouse.ca



Our Vision

That every person is safe and secure and lives without abuse.

Our Mission

*Rowan House Emergency Shelter provides crisis intervention,
long-term support and education for those affected by
family violence in rural communities.*

*Rowan House Trauma Informed services take into account an
understanding of trauma in all aspects of service delivery.*

*Safety, trustworthiness, choice, collaboration and empowerment
are the core values at Rowan House.*

**Rowan House Emergency Shelter
Box 5121, High River, AB T1V 1M3
403-652-3316
www.rowanhouse.ca**

Charitable Registration #: 899496707 RR0001

Charitable Tax Receipts issued based on Canada Revenue CSP-C13 ruling

Town of Vulcan

Request for Decision (RFD)

Committee and Administrative Reports

Meeting: Regular Council
Meeting Date: **March 12, 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.

- Mayors & Reeves of Southwest Alberta Meeting – Agenda – Minutes – February 2, 2018
- Vulcan Golf and Country Club Meeting – Minutes – February 20, 2018
- Vulcan Library Board Meeting – Minutes – February 21, 2018

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

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 March 12, 2018 Town Council Meeting be received for information.

- Mayors & Reeves of Southwest Alberta Meeting – Agenda – Minutes – February 2, 2018
- Vulcan Golf and Country Club Meeting – Minutes – February 20, 2018
- Vulcan Library Board Meeting – Minutes – February 21, 2018

Initials show support -Reviewed by:

Director:


CAO



Mayors & Reeves of Southwest Alberta

MINUTES

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

PRESENT:

Reeve Lorne Hickey, Chair
Mayor Tom Butler, Vice Chair

Lethbridge County
Village of Coutts

Mayor Gordon Reynolds
Mayor Maggie Kronen
Mayor Kim Craig
Councillor Phil Wright
Mayor Cathy Moore
Mayor Don Anderberg
Mayor Margaret Plumtree
Mayor Thomas Grant

Town of Bow Island
Town of Cardston
Town of Coaldale
Town of Milk River
Town of Picture Butte
Town of Pincher Creek
Town of Vauxhall
Town of Vulcan

Guests:

Dave Schneider, MLA
Barney Reeves
Randy Taylor

Little Bow
Alberta Southwest Regional
Alliance Rep
AAMD&C Rep

Mayor Ed Weistra
Mayor Stacey Hovde

Village of Barons
Village of
Carmangay

Mayor Don McDowell
Mayor Trevor Lewington
Deputy Mayor Colette Glynn

Village of Nobleford
Village of Stirling
Village of Warner

Reeve Jim Bester
Reeve Steven Wikkerink
Deputy Reeve Ken Benson
Reeve Jason Schneider
Deputy Reeve Phil Jensen
Mayor Blair Painter

County of Cardston
County of Forty Mile
Lethbridge County
County of Vulcan
County of Warner
Municipality of
Crowsnest Pass

Mayor Chris Spearman
Reeve Quentin Stevick
Reeve Brian Brewin

City of Lethbridge
MD of Pincher Creek
MD of Taber

Bill Chapman

Highway #3
Association

1.0 WELCOME AND INTRODUCTIONS

Reeve Lorne Hickey called the meeting to order at 1:04 pm.

2.0 ADDITIONS TO / APPROVAL OF THE AGENDA

Re-appointment of Urban and Rural representatives for the Oldman Watershed Council.

Moved-Mayor Tom Butler - Carried

3.0 ADDITIONS TO / APPROVAL OF THE MINUTES

Moved by Mayor Maggie Kronen - Carried

4.0 BUSINESS ITEMS ARISING FROM MINUTES

No campaigning type speeches.

5.0 REPORTS

5.1 MP Reports

Rep for MP Harder

- Thanked those who attended the round table discussion regarding Rural Crime task force.
- Discussed the Cannabis Act.
- Would like to discuss priorities and budget requests with Municipalities.
- Discussed interest rates rising.

5.2 MLA Reports

Dave Schneider

- Discussed renewable energy and surface rights.
- Discussed a freeze in Municipal Funding.

6.0 PRESENTATION

7.0 REPORTS

7.1 Alberta Southwest Regional Alliance Report – Barney Reeves

- State of Montana is holding a summit in November 2018, Southwest Alberta will be holding the second summit in 2019.
- Discussed the meeting with Minister.

7.2 SouthGrow – Mayor Maggie Kronen

- Investment attraction retention- March 7, dinner at 5:30, held at the Coast hotel. Breakfast on March 8 at 8:30. Keynote speaker is Doug Griffith speaking on the future of communities.

7.3 AAMD&C – Randy Taylor

- Discussed the MGA and the focus on the code of conduct guide.
- Discussed the growth of renewable energy.
- Discussed the contribution of rural Alberta to the economy.

7.4 AUMA – Tanya Thorn

- No report.

7.5 Oldman Watershed Council – Reeve Brian Brewin

- No Report.

7.6 Highway #3 Association- Bill Chapman

- Discussed the outcome of the AGM held February 2, 2018.
- Continues to ask for support of the Highway #3 Association.

8.0 BUSINESS

Re-appointment of Urban and Rural representatives for OWC – Reeve Brian Brewin and Mayor Blair Painter have been elected.

Moved- Mayor Maggie Kronen- Carried

9.0 NEXT MEETING DATE

Friday, March 2, 2018 – Culver City Room – Lethbridge City Hall

10.0 ADJOURNMENT:

Moved Reeve Quentin Stevick to adjourn meeting at 1:54 pm. Carried

VULCAN GOLF AND COUNTRY CLUB

EXECUTIVE MEETING MINUTES:

- February 20, 2018

MEETING CALLED TO ORDER:

- Called to order at 8:08

PRESENT:

- Morgan Magnuson, Sue Dow, Lorna Armstrong, Barry Wallin, Tyler Wolfe, Ross Zuehlke.

ABSENT:

- Gordon Brayton, Paul Mansfield, Stacey Wheeler, Chad Munro, Wayne Shearer, Duke Weber,

ADDITIONS TO THE AGENDA:

- Rhodes Memorial
- AGM Date
- Motion to adopt Agenda by Sue.

MINUTES OF THE January MEETING:

- No Errors or omissions. Motion to adopt minutes made by Ross.

GROUNDS REPORT:

- Presented by Ross on behalf of Duke.
- Shingles on South Side of Rental House are in poor shape. Approx. \$5000 fix.
 - There is a motion on the books from a previous board limiting the amount of money that can be put into maintaining the house.
 - Will need to be reviewed before any action is taken
 - Can get a free Fire/Safety inspection from Stewart Larson to help determine the state of the house.

TREASURER REPORT:

- Casino ~\$53 750, General ~\$49 000 (~\$38 000 to be transferred to trail account and Par 3 account).
- Need to spend all money from casino account within 2 years.
 - Barry is going to confirm the amount that needs to be spent and by when.
- Motion by Barry to investigate the replacement of the carpets in the clubhouse by the end of March, with a limit of \$15 000. Funds to be derived from the Casino Account. Seconded by Sue. Carried
- Motion to accept Report by Barry.

OLD BUSINESS:

- Kitchen Contract
 - Hired Raymond from Legion in principle. Need to submit contract to him.
 - Offer of a 5 year contract
 - Motion by Sue to grant Barry and Ross the authority to negotiate a 5 year contract with Raymond Ngai, for a minimum of \$638/month with a 5% utility increase per year commencing in 2019, and a \$1000 deposit. Seconded by Tyler. Carried.
- Bookkeeper

VULCAN GOLF AND COUNTRY CLUB



- Have interviewed a number of candidates.
- Motion by Tyler to give Barry authority to offer Peggie Gilmore the Bookkeeper position at a competitive hourly rate starting ASAP. Seconded by Sue. Carried.

NEW BUSINESS:

- Rhodes Memorial
 - Idea to name the pending Par 3 course in memorandum
 - Possibility to place ad in the Advocate announcing
 - Will touch base with the family for their approval and then move forward if granted
- AGM
 - To be held April 12, 2018

NEXT MEETING DATE:

- March 20, 2018 at 8:00 PM in the Amenities Building.

ADJOURNMENT:

- Motion to adjourn made by Morgan.
- Meeting adjourned at 9:25

Town of Vulcan Library Board

Board of Trustees Meeting
Minutes for February 21, 2018

Call to Order: 7:00 pm

Present: Liz Hammond, Louise Schmidt, Connie Clement, Maureen Howard,
Sara Hutchinson, Penny Rushfeldt, Lori Deavitt, Arlene Irwin

1. Approval of Agenda

Discussing some local artists was added under new business. Agenda was approved as amended.

2. Guest Speaker

Immediately after discussing the agenda we had a guest from VTV come to speak with us, Gail Wark. She showed us the VTV site and gave us a little tour of it. We learned that they have some pretty good numbers as views goes. It would take very little prep work on our part and if we wanted they have a lady who could come film for us.

3. Approval of Minutes

Minutes were approved.

4. Committee Reports

Library Manager's Report

The insurance adjuster is getting another quote from a new insurance company. We need to wait to see this second quote so that we can compare the numbers. If there is a drastic difference between the two then there might be an issue. We want to use Tyler's company for the restorations though because we know him. Dorothy goes to the Peter Dawson Lodge and now the Hospital every week and would like to get paid for that time. She also brings audiobooks to the house of Margaret Shaw. We considered getting Rise and Shine to do the delivery. It was also suggested that we set aside an hour's worth of pay on payroll every week for this task and it would go to whoever did it. We decided to make a motion next month after consulting Dorothy. The snowshoes that Connie bought to lend out are doing good. Connie 3wants to make some minor changes and order more bookmarks. The chairs in the front computer room are old and we decided that we were going to replace them with some of the other chairs that we already have. See attached.

Treasurer's Report

Nothing new, we have plenty of money for the restoration. See attached.

County Library Meeting

See attached.

5. Correspondence

We received a letter from Vicki Hutton saying that she was resigning for personal reasons. That was all of the correspondences for this month.

6. Business Arising from the Minutes

The man looking at our Policy and Procedure Manual still has it, have not heard from him in a while. We might need to go through our bylaws and retype or edit them. We have submitted both our Awards for Excellence and 2018 Read award entries (see attached). For our READ award we nominated Connie. The people who were supposed to do the doors came and did some of the work but not all of it.

7. New Business

The annual review looks good, there were a few changes that needed to be made but they had already been done prior to the meeting. We were unsure about some things and will have to contact someone more knowledgeable. Connie will be getting one more hour a week as she is at the library another hour. Next meeting will start with AGM. Skipped talking about local artists.

8. Next Meeting

March 21, 2018.

9. Adjournment

8:41 pm.

Chairperson

Date

Secretary

Date

Town of Vulcan

Request for Decision (RFD)

Strategic Planning Priorities 2018

Meeting: Regular Council
Meeting Date: **March 12, 2018**
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

Administration hosted a Strategic Planning session for Council to discuss strategic planning priorities on February 21-22, 2018 in Lethbridge.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached is a summarized list prepared by Administration listing the priorities identified by Council at the Strategic Planning session.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT

Initials show support -Reviewed by:

Director:


CAO

Town of Vulcan

Strategic Planning Priorities 2018

T	Tax	Include in operation budget through General Taxation
B	Borrow	Finance through ACFA or a Financial Institution
R	Reserve	Create or use existing reserve funding
G	Grants	Draw from existing Grants (MSI, BMTG, FGT) or apply for new
F	Fees	Charge for service
P	Partnership	Cost share with partner organizations (municipalities, service groups, developers)

Specific Project	Investment	Method of Funding					
Priority	Approximate Cost	T	B	R	G	F	P
Swimming Pool Rebuild. Cost Estimates, Tender and Construction.	\$1-3,000,000.00		X	X	X		X
Continue with Capital Infrastructure replacement as identified in the 5 year plan. (2 blocks every other year)	\$1,200,000.00 (every 2 years)			X	X	X	
Existing Industrial Subdivision Development. Explore options for Installing infrastructure, meet with County for IMPD/Land Strategy.	\$1.5-6,000,000.00		X		X	X	X
Main Street Revitalization. Explore individual infrastructure options and independent pricing. Acquire/install new style lighting.	\$3-4,200,000.00		X	X	X		
Seniors Housing. Approach Marquis Foundation about changes	TBD	X		X			X
Economic Development. Marketing (Parade float, advertising, conventions, branding) Focus on business retention	\$100,000.00	X					
VMMP Development Planning. Create Masterplan, Determine land required for future recreation	\$50,000.00 Plus any land cost.				X		
Cedar Road & 7th Avenue Extensions. Include in 2020 infrastructure plan.	\$567,606.00			X	X	X	
Continued Contribution to Reserves. Capital Infrastructure and Equipment Replacement	\$300,000.00	X					
Arena Equipment Upgrades. Replace shower and heating boilers, replace condenser for ice plant.	\$200,000.00			X			X
Walking Path Extension. Complete section on 1 st Avenue North. Continue partnership with the Kinettes.	\$35,000.00			X			X
Whispering Willows Strom Pond. Fill using our own resource as per the Storm Study provided by CIMA+	TBD	X					

This list was prepared to summarize the round table discussion of Town Council at the February 21-22, 2018 Planning Session.

The items on this list are meant to provide guidance to council and staff on specific achievable goals. The priority for completion of the items on this list are in no particular order.

It was discussed and noted by council that this list of priorities does not in any way supersede any existing program that the Town has in place. Council recognizes the importance of, and continues to support these established programs such as Tourism operations, Recreation programming, Sidewalk Repair & Replacement and Tree maintenance.

Town of Vulcan

Request for Decision (RFD)

5 Year Underground Utility and Street Improvement Capital Works Plan

Meeting:	Regular Council
Meeting Date:	March 12, 2018
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

The Town of Vulcan has maintained a 5 year Underground Utility and Street Improvement Capital Works plan for several years. This document allows Council and staff to have a consistent priority list of future infrastructure needs. The current plan was approved November 28, 2016 and requires amending.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Town of Vulcan staff met with our engineers CIMA+ on December 12, 2017. The meeting was to review the existing 5 year plan and to suggest amendments that should be included in the plan. The changes that are proposed are based on the information that was gathered through the year by public works and administration. Attached is an updated plan with current pricing for these projects based on recent tenders.

Attached are the suggested amendments to the plan for Council's review.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves amending the 5 year Underground Utility and Street Improvement Capital Works Plan as presented, and directs Administration to update all of the working documents for this plan.

Initials show support -Reviewed by:

Director:

CAO



ADMINISTRATION REPORT

TO: TOWN COUNCIL

FROM: Kim Fath, CAO

DATE: March 1st, 2018

Background

The Town of Vulcan has maintained a 5 year Underground Utility and Street Improvement Capital Works Plan for several years. This document allows council and staff to have a consistent priority list of the future infrastructure needs. The current plan was approved November 28th, 2016 and requires amending.

Discussion

On December 12th, 2017 Town of Vulcan staff met with our engineers at CIMA+. This meeting was to review the existing 5 year plan and to suggest amendments that should be included in the plan. The changes that are proposed are based on the information that was gathered through the year by public works and administration. CIMA+ has provided an updated plan with current pricing for these projects based on recent tenders. These are truly budgetary estimates and will change based on year, season, and scope of work adjustments. The suggested amendments to the plan have been attached for councils review.

Consideration

Council is asked to consider amending the 5 year Underground Utility and Street Improvement Capital Works Plan as presented, and directs administration to update all of the working documents for this plan.



Kim Fath
Chief Administrative Officer



Partners in excellence

December 22, 2017

EMAIL ONLY
kfath@townofvulcan.ca

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

Subject: 5 Year Underground Utility and Street Improvement Capital Works Plan – 2017 Update
V094-101.28

Cima+ is pleased to provide the 2017 Update for the 5 Year Underground Utility and Street Improvement Capital Works Plan for the Town of Vulcan. The document provides order of magnitude cost estimates relative to necessary improvements.

Project Initiation

A meeting was held with representatives from the Town of Vulcan and Cima+ staff to review the "5 Year Underground Utility and Street Improvement Capital Works Plan" recently submitted to the Town in 2016. A project completed in 2017 was removed from the list. A new project is added to the list based on addition investigations in 2017.

The changes made include:

- Removal of A1/A4 – Completed in 2017
- Addition of N1/N2 to the High Priority list – 1st Street S from 6th Avenue to 7th Avenue

Project Outline

The list that was submitted to the Town of Vulcan as potential projects are as follows:

High Priority

A	A1/A4	4th Street S from 2nd Avenue to 3rd Avenue – Completed in 2017
	A2/A5	4 th Street S from 3 rd Avenue to 4 th Avenue
	A3/A6	4 th Street S from 4 th Avenue to 5 th Avenue
B	B1/B2	2 nd Street N from 3 rd Avenue to 4 th Avenue
C	C1/C3	3 rd Street S from 3 rd Avenue to 4 th Avenue
	C2/C3	3 rd Street S from 4 th Avenue to 5 th Avenue
N	N1/N2	1 st Street S from 6 th Avenue to 7 th Avenue

Medium Priority

D	D1/D5	Centre Street from 1 st Avenue to 2 nd Avenue
	D2/D6	Centre Street from 2 nd Avenue to 3 rd Avenue
	D3/D7	2 nd Avenue from 1 st Street N to Centre Street
	D4/D8	2 nd Avenue from Centre Street to 1 st Street S
E	--	3 rd Street N from 1 st Avenue to 2 nd Avenue – Surface Works Only
F	--	4 th Street N from 1 st Avenue to 2 nd Avenue – Surface Works Only
G	G1/G2	Jamison Road from Service Road to 2 nd Avenue NE & 2 nd Avenue NE from Jamison Road to 2 nd Street NE

Low Priority

H	--	7 th Avenue S Extension from Elizabeth Street to Cedar Drive – Surface Works Only
I	--	Cedar Drive
J	J1/J3	2 nd Street S from 3 rd Avenue to 4 th Avenue
	J2/J4	2 nd Street S from 4 th Avenue to 5 th Avenue
K	K1/K2	Jamison Road from 2 nd Avenue NE to Sinclair Road
L	--	10 th Avenue N (Road Allowance) – Surface Works Only
M	M1/M2	3 rd Street S from 1 st Avenue to 2 nd Avenue

Plate 1.0 & 2.0 show the updated drawings of 'Completed/Uncompleted Road Projects 2011-2016' and 'Road Condition'.

Plate 3.0 shows the locations of the projects that are listed above, and the cost estimates are included.

Please do not hesitate to contact the undersigned with any comments or questions.

Yours sincerely,

Joel Hall, C.E.T.
Senior Engineering Technologist

encl.

TOWN OF VULCAN		
5 YEAR UNDERGROUND UTILITY AND SURFACE IMPROVEMENTS CAPITAL WORKS PLAN		
SUMMARY		
REF.	STREET LOCATION	ESTIMATED COST OF CONSTRUCTION
HIGH PRIORITY		
A2	4th STREET S from 3rd AVENUE to 4th AVENUE (reconstruction of road, replacement of sidewalk)	\$354,179
A5	4th STREET S from 3rd AVENUE to 4th AVENUE (reconstruction of underground utilities)	\$288,684
Subtotal		\$642,863
A3	4th STREET S from 4th AVENUE to 5th AVENUE (reconstruction of road, replacement of sidewalk)	\$342,223
A6	4th STREET S from 4th AVENUE to 5th AVENUE (reconstruction of underground utilities)	\$320,359
Subtotal		\$662,583
TOTAL A		\$1,305,445
B1	2nd STREET S from 3rd AVENUE to 4th AVENUE (reconstruction of road, replacement of sidewalk, curb and gutter)	\$348,227
B2	2nd STREET S from 3rd AVENUE to 4th AVENUE (reconstruction of underground utilities)	\$337,740
TOTAL B		\$685,967
C1	3rd STREET S from 4th AVENUE to 5th AVENUE (reconstruction of road, replacement of sidewalk, curb and gutter)	\$254,572
C3	3rd STREET S from 4th AVENUE to 5th AVENUE (reconstruction of underground utilities)	\$332,802
Subtotal		\$587,374
C2	3rd STREET S from 5th AVENUE to 6th AVENUE (reconstruction of road, replacement of sidewalk, curb and gutter)	\$279,100
C4	3rd STREET S from 5th AVENUE to 6th AVENUE (reconstruction of underground utilities)	\$411,487
Subtotal		\$690,587
TOTAL C		\$1,277,961
N1	1st STREET S from 6th AVENUE to 7th AVENUE (reconstruction of road, replacement of sidewalk, curb and gutter)	\$419,966
N2	1st STREET S from 6th AVENUE to 7th AVENUE (reconstruction of underground utilities)	\$438,451
TOTAL N		\$858,417
TOTAL FOR HIGH PRIORITY PROJECTS		\$3,269,373

TOWN OF VULCAN				
5 YEAR UNDERGROUND UTILITY AND SURFACE IMPROVEMENTS CAPITAL WORKS PLAN				
COST ESTIMATE				
N1 - 1st STREET S from 6th AVENUE to 7th AVENUE - HIGH PRIORITY				
SURFACE CONSTRUCTION				
	ITEM	QUANTITY	UNIT	UNIT PRICE
1	Mobilization	1	EA	15,000.00
2	Remove and dispose of existing asphalt (50mm to 100mm depth)	2,250	SM	5.50
3	Remove and dispose of waste road core material to 0.57m depth, includes soil cement	1,250	CM	16.00
4	Remove and replace separate sidewalk (1.2m wide)	380	LM	175.00
5	Remove and replace rolled curb and gutter	40	LM	150.00
6	Subgrade preparation	2,250	SM	3.50
7	Supply and place geotextile fabric	2,250	SM	4.00
8	Supply and place pit run gravel (400mm compacted depth)	2,250	SM	24.00
9	Supply and place crushed road gravel (50mm compacted depth)	2,250	SM	5.00
10	Prime coat	2,250	SM	1.50
11	Supply and place Asphaltic Hot Mix "B" (110mm compacted depth)	2,250	SM	35.00
12	Supply and place extra pit run gravel for unstable areas	400	CM	65.00
13	Adjustment of valves to finished grade	5	EA	400.00
14	Adjustment of manholes to finished grade	2	EA	525.00
15	Allowance for landscaping	1	LS	10,000.00
	Contingency allowance			
SUBTOTAL				\$371,651
ENGINEERING				
	Engineering			33,449
	Quality Control			14,866
TOTAL COST FOR N1 - SURFACE IMPROVEMENTS				\$419,966

TOWN OF VULCAN					
5 YEAR UNDERGROUND UTILITY AND SURFACE IMPROVEMENTS CAPITAL WORKS PLAN					
COST ESTIMATE					
N2 - 1st STREET S from 6th AVENUE to 7th AVENUE - HIGH PRIORITY					
UNDERGROUND CONSTRUCTION					
	ITEM	QUANTITY	UNIT	UNIT PRICE	TOTAL
1	Mobilization	1	LS	15,000.00	15,000
2	Remove and dispose and/or plug and abandon, as directed, existing 100mm watermain and supply and install 200mm PVC DR 18 watermain, includes fittings, bends, trenching, bedding, thrust blocks, backfill and compaction	235	LM	250.00	58,750
3	Connect new 200mm pipe to existing waterline including all fittings, reducers, bends, pipe, couplings, etc.	2	EA	2,900.00	5,800
4	Supply and install 200mm cross at 1st Street and 6th Avenue, includes reducers, couplings and all related appurtenances	1	LS	6,000.00	6,000
5	Supply and install temporary water services, includes installation of temporary main valves, maintenance and removal	1	LS	13,000.00	13,000
6	Supply and install 200mm gate valves, includes removal and disposal of existing valves	5	EA	3,600.00	18,000
7	Remove and dispose of existing 200mm wastewater pipe and replace with 200mm PVC SDR 35 pipe (1.5m to 2.5m depth) including trenching, bedding, backfilling, and compaction	210	LM	350.00	73,500
8	Remove, dispose, and replace sanitary Type 5A MH (2) complete with base, includes link seals, riser-wrap, and all related appurtenances	6	VM	2,600.00	15,600
9	Replace existing water services to property line, includes main stop, curb stop, connect to main and existing service, trenching, bedding, backfill, compaction, and air pressure test service from curb stop location to building main shut-off valve	16	EA	3,400.00	54,400
10	Replace existing sanitary service lines including pipe and fittings, tie to main, tie to existing service, core into manhole, trenching, bedding, backfill, compaction to property line (building), and video inspection of sanitary service from main to inside building	16	EA	3,100.00	49,600
11	Allowance for erosion and sedimentation control	1	LS	1,500.00	1,500
12	Traffic and pedestrian accommodation includes, traffic control and signage	1	LS	10,000.00	10,000
13	Load, haul, and dispose of waste material	250	CM	15.00	3,750
14	Supply, haul, place, and compact pit run gravel to replace unsuitable backfill material	250	CM	50.00	12,500
	Contingency allowance				50,610
SUBTOTAL					\$388,010
ENGINEERING					
Engineering					34,921
Quality Control					15,520
TOTAL COST FOR N2 - UNDERGROUND					\$438,451

Town of Vulcan

Request for Decision (RFD)

Local Improvement Plan 400 & 500 Block 3 Street South

Meeting: Regular Council
Meeting Date: **March 12, 2018**
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

At the Regular meeting of Council on February 12th Council approved a local improvement plan for the 400 and 500 blocks of 3rd Street South, and directed Administration to notify the affected property owners.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached is an Administration report for Council's consideration.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council directs Administration to begin the tender process for construction of the 400 and 500 blocks of 3 Street South as per the approved Local Improvement Plans, directly following confirmation on March 15th, 2018, that less than the required number of affected property owners have submitted written opposition to proceeding with this Local Improvement project.

Initials show support -Reviewed by: _____

Director: _____


CAO



ADMINISTRATION REPORT

TO: TOWN COUNCIL

FROM: Kim Fath, CAO

DATE: March 1st, 2018

Background

At the Regular meeting of Council on February 12th Council approved a local improvement plans for the 400 and 500 blocks of 3rd Street South, and directed Administration to notify the affected property owners.

Discussion

Administration sent out the notification letters to the property owners on February 13th. Included in this package was a form indicating whether the property owners are in favor or opposed to the local improvement plan. The deadline to return these forms to the Town Office is March 14th at 4:30 p.m., including the information that if no response is received by this date the Town will proceed based on insufficient petition.

In order to successfully petition against the Local Improvement, it is required to have 9 of the 14 Property owners on the 400 block and 10 of the 15 Property owners on the 500 block opposed the plan. Administration would like to start the tender process as soon as we are certain that no sufficient petition opposing this work will be received.

Consideration

Council is asked to consider directing administration to begin the tender process for construction on the 400 and 500 blocks of 3rd Street South as per the approved Local Improvement Plans, directly following confirmation on March 15th, 2018, that less than the required number of affected property owners have submitted written opposition to proceeding with this Local Improvement project.



Kim Fath
Chief Administrative Officer

Town of Vulcan

Request for Decision (RFD)

Senior Housing – Marquis Foundation

Meeting: Regular Council
Meeting Date: **March 12, 2018**
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

The Town has been approached with concerns regarding a gap in senior housing in our area. This gap has led to residents relocating to other communities. Over the last several years the Town of Vulcan has focused on attracting developers that may be interested in building a new facility that could fill this gap.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

At the recent planning session held by Council on February 21st and 22nd there was a lengthy discussion on this topic.

Attached is the Administration report from Administration summarizing Council's discussion on this matter.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council directs Administration to arrange a meeting with the Marquis Foundation and Town Council to discuss the future needs of senior housing within the community.

Initials show support -Reviewed by:

Director:


CAO



ADMINISTRATION REPORT

TO: TOWN COUNCIL

FROM: Kim Fath, CAO

DATE: March 8th, 2018

Background

The Town has been approached with concerns regarding a gap in seniors housing in our area. This gap has led to residents relocating to other communities. Over the last several years the Town of Vulcan has focused on attracting developers that may be interested in building a new facility that could fill this gap.

Discussion

At the recent planning session held by council on February 21 and 22nd there was a lengthy discussion on this topic. The basis of this discussion quickly focused on the vacancies that are being experienced at the Peter Dawson Lodge. This lodge is operated by the Marquis Foundation which was formed in a partnership with the Town, County and the Villages to address seniors housing within our community. Council discussed how the Town could work with the Marquis Foundation to find a solution to both the issues.

It was suggested that Town Council could meet with the Marquis Foundation to discuss these concerns. This meeting would be most effective if it could be held prior to the Foundation completing their strategic planning.

Consideration

Council is asked to consider directing administration to arrange a meeting with the Marquis Foundation and Town Council to discuss the future needs of seniors housing within the Community.



Kim Fath
Chief Administrative Officer

Town of Vulcan

Request for Decision (RFD)

Management Reports

Meeting: Regular Council
Meeting Date: **March 12, 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 March 12, 2018.

Initials show support -Reviewed by:

Director:


CAO



ADMINISTRATOR'S REPORT

TO: TOWN COUNCIL
FROM: Kim Fath, CAO
DATE: March 8th, 2018

Strategic Planning

The Strategic Planning Sessions were held on February 21st & 22nd in Lethbridge. The meetings went very well and provided a great deal of input for the priorities of council for the future. The staff and contracted consultants provided detailed background and recommendations into the proposed projects. Council was able to create a detailed list of priority projects for the Town and this list will be brought forward for approval at the next council meeting.

Local Improvement Plans

The local improvement plans were sent out to the effected property owners of the 400 and 500 blocks of 3rd Street South on February 13, 2018. To date we have only received a handful of responses. The deadline to respond is March 14th at 4:30 p.m. we are hoping to tender this project as soon as it has been confirmed that insufficient opposition from the property owners has been presented.

EDF

On February 27th, 2018 I contacted EDF in regards to the lease of the Prairie Vista Estates Land. David mentioned that they were pleased to see that the proposed land use changes had been completed with no concerns being brought forward. They are currently just finishing up a proposal in Saskatchewan and are planning on meeting with us to discuss finalizing the lease agreement in mid-March.

ADMINISTRATOR'S REPORT CONTINUED

Fire Agreement

On December 6, 2017 I provided the County administration with the first draft of a potential fire agreement. This draft has been reviewed by the County Administration and was returned with amendments on March 1, 2018. This agreement will be reviewed by the Agreement Committee and then the Fire services Committee for comment, before it will be brought back to the respective councils for approval. My hope is that this process will be moved along very quickly as the purchase of the proposed capital equipment relies on the successful negotiations of this agreement.

Meetings of Interest

Strategic Planning – Lethbridge – February 21st & 22nd
Vacation – New Baby - March 2, 5, 6&7.

MANAGEMENT ACTIVITIES REPORT

Attached is the management activities report for the period of January 22nd, 2018 to February 26th, 2018.



Kim Fath
Chief Administrative Officer

Management Activity Report

#	Subject	Meeting	Date	Motion No.	Action	By	Completion Date
10	Bob Shearer - Solid Waste Charges Request	RC	22-Jan-18	18.018	Copy of Resolution to Development Officer Send letter to Mr. Shearer denying is request for changes to solid waste charges cc Development Officer	KF/KR	24-Jan-18
11	Regional Subdivision and Development Appeal Board	RC	22-Jan-18	18.020	CAO Sent email to ORRSC expressing Councils interest to participate in Appeal Board	KF/KR	23-Jan-18
12	Use of Dog Park	RC	22-Jan-18	18.022	Send letter of approval for use of dog park for classes cc Development Officer Copy of Resolution to Development Officer	KF/KR	25-Jan-18
13	Event Insurance - 24 Hour Hockey Tournament Fund Raiser	RC	22-Jan-18	18.023	Send Copy of Resolution to Community Services Manager approving insurance coverage cc Teresa Smith	KF/KR	24-Jan-18
14	Canadian Badlands Tourism Development Conference	RC	22-Jan-18	18.024	Register Councillor Thomas and Roddy for convention	KF/KR	6-Feb-18
15	Municipal Elected Officials Course Emergency Management	RC	22-Jan-18	18.025	Send confirmation of attendees to Vulcan County	KF/KR	25-Jan-18
BY: KF/Kim Fath NN/Nancy Nuefeld SB/Stew Birch BE/Bonnie Ellis JMcC/Janice McCallum/Campbell KR/Karen Rose JV/Justin Vallee							
#	Subject	Meeting	Date	Motion No.	Action	By	Completion Date
16	Star Trek Uniforms	RC	12-Feb-18	029	Forward approval to Katalin Berta for purchase of Star Trek jackets cc: Wanda Cookson and Janice McCallum-Campbell, Finance Officer	KF/WC	14-Feb-18
17	Bylaw No. 1469-18 Amend Prairie Vista Estates Area Structure Plan Bylaw 1358-08	RC	12-Feb-18	032	Send Copy of Resolution and copy of signed bylaw to ORRSC cc: Nancy Nuefeld, Development Officer Upload bylaw to website	KF/KR	15-Feb-18
18	Bylaw No. 1470-18 Amend Land Use Bylaw 1437-15	RC	12-Feb-18	033	Send Copy of Resolution and copy of signed bylaw to ORRSC cc: Nancy Nuefeld, Development Officer Upload bylaw to website	KF/KR	15-Feb-18
19	Request for Compliance for 404 Meadowlark Way	RC	12-Feb-18	036	Add to February 26, 2018 Regular Council Meeting agenda	KF/KR	14-Feb-18
20	Industrial Land Use Strategy	RC	12-Feb-18	037	Put Industrial Land Use Strategy on the Town's website	KF/MN	13-Feb-18
21	2018 SouthGrow Economic Summit	RC	12-Feb-18	038	Register Councillors wishing to attend the summit	KF/KR	16-Feb-18
22	2018 Alberta Seniors & Housing Assoc Convention	RC	12-Feb-18	039	Register Councillor Armstrong for the convention	KF/KR	15-Feb-18
23	Amend Policy PL-03 - Local Improvement Policy	RC	12-Feb-18	040	Add amended Policy PL-03 to the February 26 Council Meeting agenda	KF/KR	14-Feb-18
24	Local Improvement Plan Approval	RC	12-Feb-18	041	Mail letters to effected residents for Local Improvement Plan	KF/KR	13-Feb-18
25	Fire Pits for VMMP	RC	12-Feb-18	042	Send Copy of Resolution for approval to Public Works for Fire Pits at the VMMP cc: Stew Birch, Public Works, Janice McCallum-Campbell, Finance Officer	KF/KR	15-Feb-18
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 Meadowlark Way	RC	26-Feb-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	049	Administration to update Policy Binder	KF/KR	27-Feb-18
29	Local Improvement Plan	RC	26-Feb-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	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	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	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	058	Send letter of approval to Vulcan County and Fire Committee Copy of Resolution	KF/KR	27-Feb-18
BY: KF/Kim Fath NN/Nancy Nuefeld SB/Stew Birch BE/Bonnie Ellis JMcC/Janice McCallum/Campbell KR/Karen Rose JV/Justin Vallee							

MEMO

TO: Council
FROM: Nancy Neufeld, Development Officer
DATE: Report for February, 2018.

Attended Strategic Planning Session with Council February 21.

Attended Town Council Meetings February 12 & 26

Intermunicipal Development Plan – ORRSC is making arrangements for 1st meeting with Town and Vulcan County committees

Prepared for Home & Garden Show.

Next MPC Meeting – March 20, 2018

****Below is report re building permits issued, development permits issued & new business licenses issued for February, 2018.**

BUILDING PERMITS ISSUED FEBRUARY 2018 - NIL

DEVELOPMENT PERMITS ISSUED FEBRUARY 2018 - NIL

NEW BUSINESS LICENSES ISSUED FEBRUARY 2018

DATE	LIC #	COMPANY NAME	TYPE OF BUSINESS	VULCAN CIVIC ADDRESS
Feb 13/18	1036	You & Me Dog Obedience	Dog Obedience Training	315-5 th Ave S
Feb 28/18	1037	Habitat Lifestyle Boutique	Hair Salon	C112-1 St S

**Town of Vulcan
Public Works
Month End Report**

Month of: February 2018

Facilities:

- Funding for replacing the sodium lights above the ice surface in the arena with LED has been approved will move ahead with switching out old sodium light
- Gio doors was in and worked on Library doors to bring them up to code they are half done project with weather this has been put off two times looking at completion first two weeks of March
- Company in working on new sound system in arena with help from public works when they choose to show up project not completed by the end of February
- 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 February. We are working on clearing intersections and will start on main drainage areas trying to prepare for when the melt comes
- Street lights tested and repairs done.
- CIMA has completed the survey on 3rd street south

Water & Sewer:

- Tested all alarms at lift stations and water plant.

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:

- One opening and closing

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 2nd we received 16 resumes. With having a hiring committee (Stew Birch/Rob Davidson /Derek Sager) will short list the applicants then conduct interviews as soon as possible.

Other:

- Public works assisting with install of sound system in arena

Stewart Birch Town Foreman

Prepared By Bonnie Ellis Community Services Manager

New Pool Build:

Receiving quote for work on pool. We have a local contractor who is putting in a quote for the work that needs to be put into the pool house.

Campgrounds

A new package that the town and golf course have collaborated on beginning this year. Where golfers can stay for extended periods of time at the allocated camping stalls

The campground at VMMP will include fire pits this season

Programming

Family Day Friday Feb 16th we had 30 people out to be part of the potluck dinner. We had 62 people out for the movie

Feb 20 Movie matinee 40 out to it

Feb 22 Nerf Wars had 29 kids out to the event at \$5 each. We are looking to expanding our dates for Nerf Wars.

Feb 23rd Movie 30 people

Walking has steady numbers from 21 to 27 people attending each of the 3 days we have it.

Tumbling Teddy program has had a low of 7 kids and a high of 18 kids for the month of Feb

Volleyball, Basketball (youth and adult) Pickleball and badminton have steady numbers attending for the month February.

Recreation Guide

We are putting the finishing touches on our recreation guide. It should be going out mid-March

Response for advertising was good and we will have the cost covered.

Included in this issue will be the tourism guide for the first time.

Arena

Working on completing the sound system should be done the first week in March.

24 hockey game fundraiser will happen the first weekend in March, funds to go to the pool.

Pool Summer Staff

Opening up the application process on Friday March 2nd for pool staff.

Tourism

Vul-Con:

July 27-28, 2018

Group has met to discuss the logistics of Vul-Con. Two actors have been secured and a 3rd headliner we are waiting for the sign copy of her contract for it to be official.

Vendors are being contacted for the vendors market and the GES Company has been contacted for the set up for the event. Prairie Perfection has been hired for the dinner

Sales have started for the ticket for Vul-Con

Staff

The staff is still getting up to speed nicely with all the work that needs to be done. They are working on rearranging the facility to give a new experience to those coming through the doors.

I have put the call out for summer staff at the trek station,

I have not heard back from summer staffing grants.

Merchandise

Grant has made some inquiry into partnerships with Think Geek and others, to have their merchandise in our facilities.

We are working at updating both the website and the online purchasing site to reflect our new look.

General

Looking at getting a better phone system at the trek station, and checking into the cost.

Working with Stew to make small improvements on the facility

Grants

Have not heard back from the CSJ grant or the VISF grant

Staff Training:

Grant will be attending the Badlands Conference in Medicine Hat March 13-16

PEACE OFFICER PROGRAM

Managers' Report – February 2018

- ☐ From February 1st to February 31st; Eighteen (18) files were created.
 - Eleven (11) Traffic Stops
 - One (1) Offence Notices
 - Ten (10) Warnings
 - Three (3) Animal Control Calls
 - One (1) Offence Notice Written
- ☐ 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.
- ☐ Eight (8) Snow Removal warning cards issued to resident.
 - Remedial Order was issued and ignored, work was contracted out and charged to property owner.
- ☐ Regular patrols for snow removal, 24 hour warning cards issued, with violation ticket to follow.
- ☐ Meetings with RCMP regarding rollout for "Positive Ticket" program.
- ☐ Prairieview Elementary School : Art Contest for the month of February as part of Positive Ticket Program. Great engagement; approx. 70 entries.
- ☐ Working with Recreation Dept. and RCMP on development of a Bike Rodeo Event to be held in the New Year. Launch of Positive Tickets will coincide with this event.

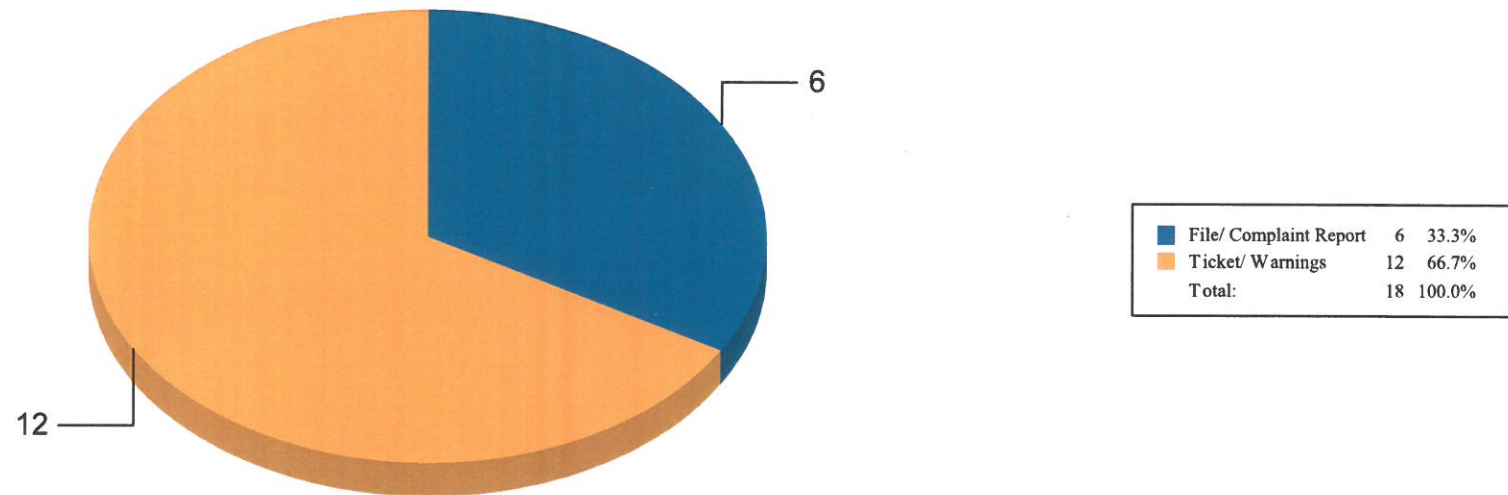
Plans for March

- ☐ Traffic Enforcement
 - Areas for Concern include:
 - Centre Street Downtown; 4-way stops
 - 1st Avenue, primarily South. Excessive Speed and high pedestrian count.
 - Elizabeth Street, West entrance to town.
 - Elizabeth Street, Playground Zone and crosswalk.
- ☐ Positive Ticket Art Program at Prairieview Elementary School, winner will be determined and final design will be submitted for printing to Goldhawks.
- ☐ Meetings with RCMP, Vulcan County and Fire Department RE: Bike Rodeo.
- ☐ Regular patrols for un-shovelled sidewalks.
- ☐ Work with Public Works on optimal placement for Digital speed signs and mounting
- ☐ Attending a Weights and Dimensions Certification Course.
- ☐ Fines will be issued to any outstanding Business and Dog Licenses.

Town of Vulcan

No Description Statistics from: 2/1/2018 12:00:00AM to 2/28/2018 11:59:00PM

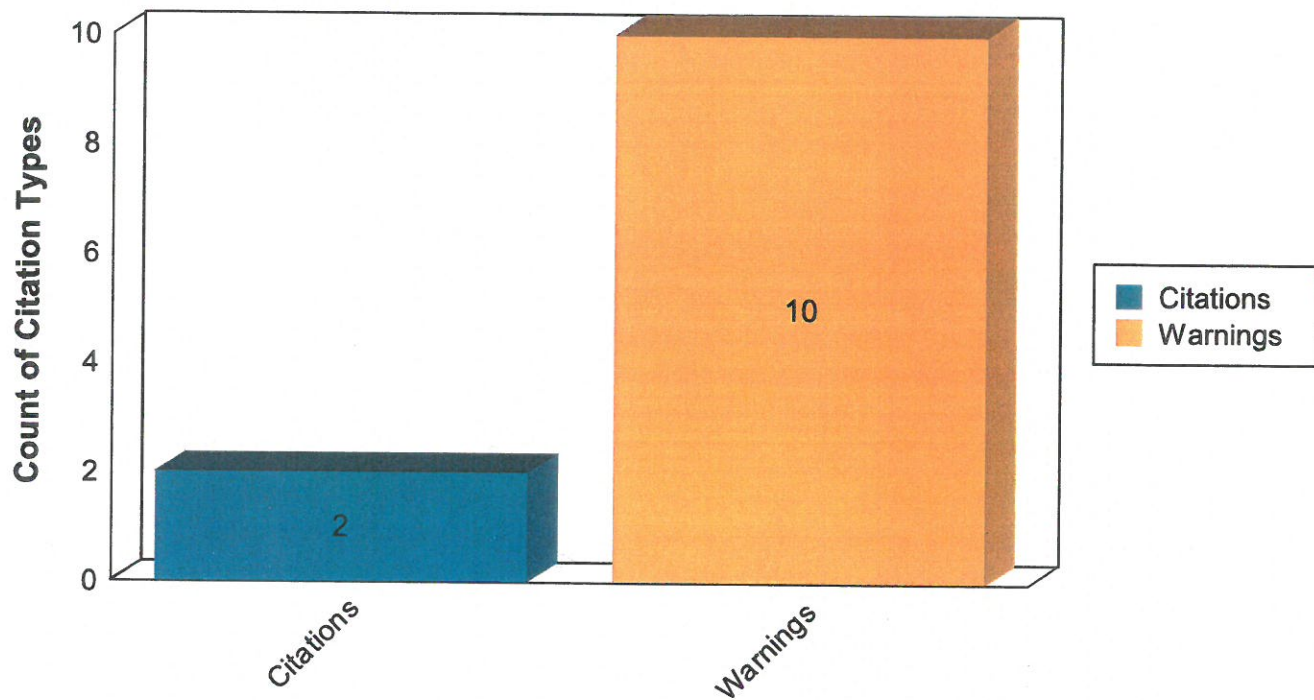
Count of Reports Completed



Comparison of Citations and Warnings

No Description Statistics from: 2/1/2018 12:00:00AM to 2/28/2018 11:59:00PM

Citations vs Warnings





Station 27 Fire Department Office of the Fire Chief

March 8, 2018

Management Report

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

Call Type		2018
Carbon Monoxide		1
Fire Response		1
Grassland		
Rescue		
Hazmat		
Gas Leaks		1
MVC		
Mutual Aid		1
Medical Assist		1
First Response		2
Service Call		
False Alarm		
Total Calls		18

First Response = No Ems from Vulcan

Total Calls to the end of February 2018

The total call report is for Town and County.

General Operations

- Who's Responding is not yet functional for station 27
- Engine 272 is still out of service and awaiting repairs
- Engine 271 is back in service and repairs completed
-

Membership/Recruitment

- Our membership is currently at 20 members. With 2 Junior members
- Uniforms have been ordered for members that don't already have uniforms



**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.
- 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
- Regular Tuesday practices have been well attended.

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