

**AGENDA FOR THE REGULAR MEETING OF COUNCIL
TO BE HELD IN THE TOWN OF VULCAN COUNCIL CHAMBERS
ON MONDAY, MARCH 14, 2016
COMMENCING AT 7:00 PM**

PUBLIC HEARING

CALL TO ORDER

1.0 Call to Order:

2.0 Public Hearing - NIL

3.0 Delegations - NIL

4.0 Adoption of Agenda

4.1

5.0 Adoption of Previous Minutes

5.1 Regular Council Meeting Minutes – February 22, 2016

6.0 Unfinished Business

6.1 Local Improvement Policy

6.2 Canadian Fallen Hero's Program

7.0 Financial Statements - NIL

8.0 Correspondence and Information Items

8.1 Miscellaneous Correspondence for the period ending March 14, 2016

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

- 10.1 Bylaw No. 1439-15 Road Closure

11.0 New Business

- 11.1 Support of Resolution – SouthGrow – Town of Vauxhall
- 11.2 Development Agreement – Town of Vulcan and McKay Estates
- 11.3 Local Improvement Tax – 100 & 200 Block 2nd Street South
- 11.4 Youth Activation Pass Program
- 11.5 vTV – Bimonthly Updates from Mayor and Council
- 11.6 Rescind Policy A-5 Liability Non-Owned Automobiles

12.0 Notice of Motion

13.0 Management Reports

- 13.1 Management Reports

14.0 In-Camera

- 14.1 EDF Solar Project Proposal
- 14.2 Seniors Housing Deposits
- 14.3 Vulcan Business Development Society Agreement

15.0 Adjournment

Town of Vulcan

Request for Decision (RFD)

Adoption of Previous Minutes Regular Council Meeting February 22, 2016

Meeting:	Regular Council
Meeting Date:	March 14, 2016
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 22, 2016 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 22, 2016 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 22, 2016**

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

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

2.0 Public Hearings - NIL

3.0 Delegations

3.1 vTV Network Update – Sandra Scott and Gail Wark

Sandra Scott and Gail Wark attended the Regular Council Meeting to give Council an Equity Partners update. Sandra explained that there were three phases, the first being the launch of vTV, second was sorting out areas of concern and the third phase is a play and plug that will be airing this fall.

4.0 Adoption of Agenda

Motion No.: 16.046

- 6.1 Seniors Housing
- 14.1 Legal – Fire Services

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

Initials

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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 8, 2016 were presented to Council.

Motion No.: 16.047

Moved by Councillor Georgia-Lee DeBolt THAT the Minutes of the Regular Council Meeting, held in the Town of Vulcan Council Chamber on Monday, February 8, 2016 be approved and read by each member of Council as presented.

CARRIED UNANIMOUSLY

6.0 Unfinished Business - NIL

6.1 Seniors Housing

Motion No.: 16.048

Moved by Councillor Paul Taylor THAT for the purpose of supporting a Senior Housing Development the Town of Vulcan will hold an additional \$1500.00 deposit in trust.

CARRIED UNANIMOUSLY

Motion No.: 16.049

Moved by Councillor Rick Howard THAT Administration contact current deposit holders to obtain their permission for Nuvera to contact them directly and that a letter of disclosure be drawn up for this purpose.

CARRIED UNANIMOUSLY

7.0 Financial Reports

7.1 Cash Statement – Ending January 31, 2016

Motion No.: 16.050

Moved by Councillor Sue Dow THAT the Cash Statement for the period ending January 31, 2016 be received as information.

CARRIED UNANIMOUSLY

3.0 Correspondence and Information Items

- 8.1 The Correspondence and Information Items for the period ending February 22, 2016 was presented to Council to be received for information.

Motion No.: 16.051

Moved by Councillor John Seaman THAT Administration contact the local Legion for more information about their involvement in the Canadian Fallen Hero's Program.

CARRIED UNANIMOUSLY

Motion No.: 16.052

Moved by Councillor Rick Howard THAT the Correspondence and Information Items for the period ending February 22, 2016 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.: 16.053

Moved by Councillor John Seaman THAT the minutes and/or verbal reports of Town represented Boards/Committees at the February 22, 2016 Town Council Meeting be received for information.

- Vulcan Area Public & Petroleum Association – Agenda – Minutes – October 15, 2015
- Family & Community Support Services – Minutes – November 19, 2015
- Vulcan Regional Food Bank Society Board – Agenda – Minutes – January 28, 2016
- Family & Community Support Services – Agenda – Minutes – January 28, 2016
- Vulcan Golf and Country Club – Minutes – February 8, 2016
- Vulcan Business Development Society – Minutes – February 10, 2016
- Vulcan Library Board – Minutes – February 17, 2016
- Councillor Sue Dow
 - Municipal Planning Commission

- Councillor Paul Taylor
 - Vulcan Library Board
 - Vulcan Business Development Society
- Councillor John Seaman
 - Municipal Planning Commission
- Councillor Lorna Armstrong
 - Vulcan Business Development Society
- Councillor Georgia-Lee DeBolt
 - Vulcan Business Development Society
- Mayor Tom Grant
 - Doctor Retention
 - Vulcan Area Public and Petroleum Association
 - Southern Alberta Energy from Waste Association

CARRIED UNANIMOUSLY

10.0 Bylaws - NIL

11.0 New Business

11.1 Local Improvement Policy

While developing the 2016 Local Improvement Plans, administration has identified many areas of the plans that could be standardized by development of a Local Improvements Policy.

Administration feels a policy covering the application for local improvement charges would be beneficial for the Town, taking into consideration how the charges will affect the Town and the impact it will have on ratepayers and the surrounding properties.

Motion No.: 16.054

Moved by Councillor Paul Taylor THAT Administration develop a Local Improvement Policy and bring it back to the next Regular Council Meeting for Council's consideration.

CARRIED UNANIMOUSLY

11.2 Municipal Development Plan Committee

Council is being asked to form a committee for the review and implementation of an updated Municipal Development Plan. Gavin Scott with ORRSC will be guiding the committee for this project with Administrative support from Kim Fath and Nancy Neufeld.

Gavin indicated that a five member committee would be his preference with the majority made up of Council members. The MPC has made motion that Ron Fernley be appointed to this committee representing the member-at-large from the MPC. Gavin has suggested Sue, Rick, and Paul based on their committee history.

The Development Officer's recommendation is that the committee consist of three councillors and two members-at-large, one being Ron Fernley and advertising for the second.

Motion No.: 16.055

Moved by Councillor Lorna Armstrong THAT Council appoints a committee for the purpose of updating the Municipal Development Plan. The Committee will consist of three councillors, MPC member-at-large and a Public Member-at-large, with guidance by ORRSC and administrative support by the Development Officer and the CAO.

CARRIED UNANIMOUSLY

Motion No.: 16.056

Moved by Councillor Georgia-Lee DeBolt THAT Council direct Administration to advertise for a Public Member-at-large position and that Councillors Sue Dow, Rick Howard, Paul Taylor and Member-at-Large Ron Fernley be appointed to the Municipal Development Plan Committee.

CARRIED UNANIMOUSLY

11.3 Vulcan & District Recreation Committee Member-at-Large Representation

The Vulcan and District Recreation Committee has three Town Member-at-Large positions. One position is vacant and the other two current representatives will not be seeking to extend their term.

The Director of Recreation requested Council's permission to advertise for 3 Member-at-Large to represent the Town of Vulcan on the Vulcan and District Recreation Committee.

Motion No.: 16.057

Moved by Councillor Sue Dow THAT Council directs Administration to advertise for three Members-at-Large to sit on the Vulcan and District Recreation Committee to represent the Town of Vulcan.

CARRIED UNANIMOUSLY

12.0 Notice of Motion - NIL

13.0 Management Reports – NIL

14.0 In-Camera

14.1 Legal – Fire Services Agreement

Motion No.: 16.058

Moved by Councillor Rick Howard that Council move-in-camera at 8:54 pm.

Mayor Tom Grant called for a 3 minute recess.

The meeting reconvened at 8:57 pm.

Motion No.: 16.059

Moved by Councillor John Seaman THAT Council move out-of-camera at 10:38 pm.

15.0 Adjournment

The meeting was adjourned by Councillor Sue Dow at 10:40 p.m.

Tom Grant
Mayor

Kim Fath
Chief Administrative Officer

Town of Vulcan

Request for Decision (RFD)

Local Improvement Policy

Meeting: Regular Council
Meeting Date: **March 14, 2016**
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

At the February 22, 2016 Regular Council Meeting Council directed Administration to develop a Local Improvement Policy and bring it back to the next Regular Council Meeting for Council's consideration.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached is a draft copy of the Local Improvement Policy for Council's consideration.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves the Local Improvement Policy as presented by Administration.

Initials show support -Reviewed by:

Director:


CAO

<u>TOWN OF VULCAN</u> POLICY MANUAL																	
<u>TITLE OF POLICY</u> Local Improvement Policy	<u>POLICY NUMBER</u> PL-3																
SUPERCEDES POLICY NO:																	
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 50%;"></th> <th style="width: 25%; text-align: center;"><u>Date</u></th> <th style="width: 25%; text-align: center;"><u>Resolution #</u></th> </tr> <tr> <td style="text-align: center;">Adopted</td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </table>				<u>Date</u>	<u>Resolution #</u>	Adopted											
	<u>Date</u>	<u>Resolution #</u>															
Adopted																	
<p>STATEMENT: The Town of Vulcan uses Local Improvement charges to recover all or part of the cost of constructing, repairing, improving, and maintaining streets, curbs, sidewalks, water, sanitary sewer, and storm sewer infrastructure benefiting abutting property owners.</p> <p>OBJECTIVE: The objective of this policy is the application of Local Improvement charges in a fair and equitable manner, taking into consideration the debt load of the Town, the impact said charges have on its ratepayers, and the impact on benefitting properties.</p> <p>1. <u>Definitions</u></p> <p style="margin-left: 40px;">1.1 <u>Flankage</u> means the longest side of a rectangle corner lot.</p> <p style="margin-left: 40px;">1.2 <u>Frontage</u> means the shortest side of a rectangle lot.</p> <p style="margin-left: 40px;">1.2 <u>Odd Shaped Lot</u> means a lot which the front and rear dimensions are not uniform.</p> <p>2. <u>Project Proposal</u></p> <p style="margin-left: 40px;">2.1 A Local Improvement project may be initiated by the ratepayers through petition to Council.</p> <p style="margin-left: 40px;">2.2 Council may propose a Local Improvement on its own initiative.</p>																	

3. Implementation

- 3.1 When Local Improvement projects are initiated by an owner's petition the rate for which the Town and the benefiting owners will contribute will be determined by council while preparing the local improvement plan.
- 3.2 When Local Improvement projects are initiated by the Town Council the rate for contribution will be **25%** borne by the benefiting owners and **75%** borne by the municipality at large, unless Council determines it favourable to adjust this rate.
- 3.3 The cost of Local Improvements will be charged based on **frontage or flankage**. This provides a method to allocate the construction cost based on the number of lineal meters in the Local Improvement project. Each parcel abutting or benefiting on the Local Improvement will bear a fair, just and equitable proportion.
- 3.4 The cost of the Local Improvements will be recovered over a Twenty Five (**25**) year term, unless Council determines it equitable to shorten the duration.
- 3.5 The Town will prepare a Local Improvement Plan and accompanying Bylaws in accordance with Part 10 Division 7 of the Alberta Municipal Government Act.
- 3.6 In accordance with the current version of the MGA, if more than two thirds (**2/3**) or sixty seven percent (**67%**) of the benefiting property owners representing fifty percent (**50%**) of the assessed value of the Local Improvement area object in writing to a Local Improvement, the Town will not proceed with Local Improvement project in that year.

4. Procedures

- 4.1 Frontage, for the front or rear side of a rectangular property, will be determined by the front or rear dimension of the properties abutting the Local Improvements.
- 4.2 Flankage, for a corner lot, will be determined by calculating fifty percent (**50%**) of the side dimension of the property abutting the Local Improvements.
- 4.3 Odd shaped lot frontage will be determined by calculating the **average** of the front and rear dimensions of the property abutting the Local Improvements. Frontage for pie-shaped lots will be calculated in the same manner.
- 4.4 Frontage for exceptional parcels may also be further adjusted by Council in accordance with Section 404 of the MGA.

4. Procedures Cont.

- 4.5 Where the Local Improvement, such as a sidewalk, is positioned on one side of a street there is a benefit to both sides of a street and therefore the cost shall be shared. The benefit on both the receiving and opposite side of the street is equal. Therefore, the standard rate to be applied per lineal meter would be equal for both the receiving and the opposite side of the street for sidewalks.

5. Payment of Local Improvement Tax

- 5.1 The Local Improvement assessed value repayment may be either as one lump sum upon project completion, or over a period not to exceed twenty five (25) years, with interest on the outstanding principal amount.

- END OF POLICY-

Town of Vulcan

Request for Decision (RFD)

Canadian Fallen Hero's Program

Meeting: Regular Council
Meeting Date: **March 14, 2016**
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

At the February 22, 2016 Regular Council Meeting Council directed Administration to gather information about the local Royal Canadian Legion's involvement in the Canadian Fallen Hero's Program.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Kim Fath, CAO contacted Bob Cowie with the Canadian Fallen Heros Foundation and was able to find answers for the questions brought forward by Council.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council

Initials show support -Reviewed by:

Director:


CAO



ADMINISTRATOR'S REPORT

TO: TOWN COUNCIL

FROM: Kim Fath, CAO

DATE: March 3rd, 2016

Background

At the Regular council meeting of February 22nd a request was made by the Canadian Fallen Heroes Foundation for a donation to continue its work identifying fallen soldiers from our area. Council requested administration find out more information about the local effects of this project.

Discussion

I was able to contact Bob Cowie with the Canadian Fallen Heroes Foundation and he was able to answer all of the questions brought forward by council.

1. All of the funds raised in this district remain in this district.
2. They are working together with the local Legion and Historical Society.
3. There are currently 34 soldiers awaiting funding for pictures. 10 from Town and 24 from the County.
4. The pictures are \$500.00 per soldier.
5. The pictures will be displayed at the Vulcan Legion.

Consideration

If council wishes to support this initiative a donation can be made under policy F-45 One Time Grants to Organizations. The 2016 operation budget has an allocation of \$5000.00 for this purpose.



Kim Fath
Chief Administrative Officer

Town of Vulcan

Vulcan, AB T0L 2B0
Attn: Kim Fath

Dear Kim,

Please take the time to take this letter to your next council meeting. We would love to have the Town of Vulcan involved in this project.

Alberta has a rich history of military service and among those who enlisted, many soldiers never returned, often buried overseas, at or near the place of their final battle. Vulcan County was called home by many, they went to school here, they enlisted here and for those who would leave their homes and families, never to return, lost was the opportunity to have children, grandchildren, to live a full life. Memorials in their honour and are being created to provide a glimpse into the lives and aspirations of these young men and women prior to enlistment.

The Canadian Fallen Heroes Foundation together with the Vulcan & District Historical Society will be reaching out to find pictures of and information about these fallen soldiers so that Memorials can be created in their honour. A full page ad in the Vulcan Advocate March 2 will invite the public to drop off photographs and pertinent information to the Historical Society so that biographies can be written. Thanks to support from the community a beautiful 18 x 22-inch oak framed Memorial is being commissioned in their honour. They will join those already on display at the Vulcan Royal Canadian Legion and will thereafter occupy a special place within the community. Biographies can also be found together and grouped with the [soldiers of Vulcan County](#) already placed IN MEMORIAM at canadianfallenheroes.com. As a registered charitable organization, the Canadian Fallen Heroes Foundation would welcome your support and as we work towards our mandate of creating a Memorial for all, sponsorship packages are as follows:

Platinum Sponsor - \$2500.00
Gold Sponsor - \$1000.00
Silver Sponsor - \$500.00
Bronze Sponsor - \$250.00

Sponsors will be acknowledged alongside the online Memorials and in the March 2nd edition of the Advocate. Please note the Advocate deadline is February 26, 2016. A tax receipt will also be issued to our partners. Thanks very much for considering us and please feel free to reply to this email should you require anything further.

Regards,
Bob Cowie
www.canadianfallenheroes.com
Canadian Fallen Heroes Foundation
Charity Tax No. 86563 9447 RR0001

Town of Vulcan

Request for Decision (RFD)

Correspondence and Information

Meeting:	Regular Council
Meeting Date:	March 14, 2016
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Attached is the list of Correspondence and Information for the period ending March 14, 2016.

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 14, 2016 be received for information.

Initials show support -Reviewed by:

Director:



CAO

Report on Miscellaneous Correspondence 8.1 (2) - March 14, 2016

A. SouthGrow Regional Initiative

Bulletin – February 2016

B. Vulcan Royal Canadian Legion

Golf Tournament – July 23, 2016 – Request for Prize Donation

C. Rural Physician Action Plan

Alberta Health Review of Alberta Rural Physician Action Plan (RPAP) Closure or Reduction

D. Canadian Badlands Tourism

Message from the President of Canadian Badlands Tourism

E. Kinette Club of Vulcan

Approval to Extend Kinette Walking Path through Solar Park



Bulletin – February 2016

Investment Attraction

SouthGrow has asked the Town of Vauxhall to be the managing partner for a Community Partnership application under the Strategic Initiatives part of the program. The plan is to have a day including Rainmaker and Alberta Gov't people talking to individual municipalities about what investors are looking for. Subsequent to that, have Rainmaker help each municipality to build their own Investment Attraction plan.

Broadband

We have had one additional meeting with the AUMA Small Communities Committee which included a presentation by Alberta Economic Development and Trade and CCI Wireless. Service Alberta was supposed to present but backed out. It appears that Service Alberta has sent out a Request for Pre-Qualified proponents to start the process on the next SuperNet contract. They will select 4 proponents and enter into private discussions with those 4. I think it is incumbent on us to ensure that our collective voice is heard before that process gets too far down the line.

South Alberta Alternative Energy Partnership - SAAEP

Trevor Lewington from Economic Development Lethbridge and Pete Lovering from SouthGrow attended and made a presentation to Quebec Wind Energy Firms. It went fine and we were able to make some interesting contacts both in Quebec and in Alberta. Save June 8 for a symposium in Lethbridge.

Speakers

So far, we have been unsuccessful in securing a speaker for lunchtime on March 31 at the Economic Summit and for our AGM in late May. We are still working on getting someone with popular appeal.

Economic Summit

The Summit is planned for March 31 at the Lethbridge Lodge, so mark your calendars. We will start mid-morning and then adjourn to an early evening of celebration to recognize excellence in the South Central region of Alberta. You will see some of the same faces from last year and we hope for a lot more. More details to follow.

Chinook Entrepreneur Challenge

Please mark your calendars for June 1, which is the final day for the Chinook Entrepreneur Challenge. If you have people in your area that are interested in starting or expanding a business, I would encourage you to speak with them and have them go to www.chinookchallenge.com for more information. The training is top notch.

Digital Futures

Want to learn more about Broadband availability and capability? This 2-day symposium will allow you to network with Industry and other interested people regarding Broadband. March 9 and 10 in Medicine Hat. Register to attend this event at: <http://www.vanhorne.info/events>

Agriculture, Where the Smart Money is Going

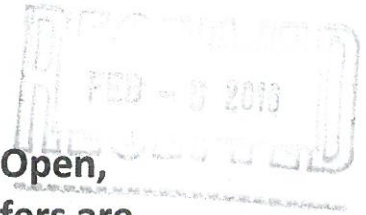
March 2, there is a presentation at the University on Agriculture, Where the Smart Money is Going. Promises to be an interesting discussion with lots of implications for agriculture in Southern Alberta. Register here:

<http://www.agility-ulethbridge.ca/2016/02/08/innovation-in-agriculture-wheres-the-smart-money-going/>

Planning Ongoing for SouthGrow Management Board

Planning for next year is taking place. The SouthGrow Management Board devoted their January meeting to Strategic Planning. If there is a topic of interest you would like the board to consider, please contact the SouthGrow office at 403-394-0615 or e-mail pete.lovering@southgrow.com.

8.1.B



The Vulcan Royal Canadian Legion Branch #21 is having an Open, Mixed, Best Ball Golf Tournament on July 23, 2016. All Golfers are Welcome.

The tournament committee is asking individuals and businesses if they would kindly donate a prize for the Vulcan Legion Golf Tournament.

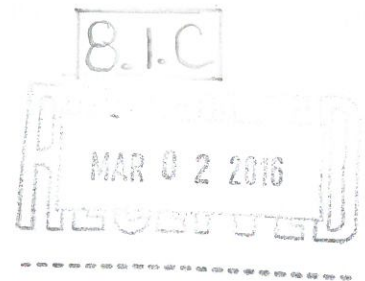
The Vulcan Legion Tournament Committee would like to ask

TOWN OF VULCAN for a donation of any kind or value to help make this tournament a success.

Thank You For Your Help,
The Vulcan Legion Sports Committee.
Ray Mulhall, 403-969-2259



RPAP



16 February 2016

Mr. Fath
Chief Administrative Officer, Town of Vulcan
PO Box 360
Vulcan, Alberta
T0L 2B0

Dear Mr. Fath,

Re: Alberta Health Review of Alberta Rural Physician Action Plan (RPAP): Possible Closure or Reduction

Request for action

The purpose of this letter is to respectfully request your input as to the valuable contribution RPAP has made and will hopefully continue to make in your community. Without your *immediate* input, decision makers on the fate of RPAP will not have a clear understanding of the impact of RPAP programs to rural Albertans and the valuable services we provide in your community. Please help your MLA and the Minister of Health Hon. Sarah Hoffman recognize RPAP's contributions to attracting and retaining your local health labour force.

The Issue

Alberta Health has communicated that they will be conducting a review of RPAP's programs and services and it is expected that recommendations on the fate of RPAP will be provided to the Deputy Minister by 31 March 2016. As RPAP's current grant funding ends on 31 March 2016, Alberta Health has indicated that in the interim they will provide 6 months funding to 30 September 2016.

Background

The purpose of the review as stated in a letter from the Deputy Minister Carl Amrhein is "To ensure there is an alignment with Alberta's rural health system needs and outcomes, the strategic scope and parameters of the RPAP Review are as follows:

- A review of Alberta Health's investment based on RPAP's mandate;
- An assessment of potential redundancies in funding; and,
- An assessment of where the best operational efficiencies can be gained for provincial programs."

Assistant Deputy Minister (ADM) of the Professional Services and Health Benefits Division Miin Alikhan will be conducting the review. Also of note is that the two faculties of medicine at the University of Alberta and the University of Calgary have indicated in a letter to Alberta Health, that RPAP's role in rural medical education is both redundant and potentially jeopardizes their accreditation. Regarding redundancy, your input as to the services RPAP provides directly to your community will be invaluable in presenting a true picture of the value RPAP brings to rural Alberta. Regarding the accreditation of the faculties, we believe this matter is baseless and that there is no jeopardy to accreditation.

RPAP is effective and efficient

Earlier in December 2015, RPAP completed an external summative evaluation of its functioning by outside, independent researchers. **This external report, part of the RPAP multi-part evaluation framework, was very positive.** Quoting from the report, the external evaluators noted:



HEALTH
WORKFORCE
FOR ALBERTA

RPAP

HIGHLIGHT SHEET – RPAP PROGRAMS AND SERVICES

We are a not-for-profit organization who receives a grant of approximately \$10 million per year from Alberta Health and this is what RPAP does for your community:

- Facilitate and fund the rural placements of medical students and Family Medicine residents so that they might select rural practice as a viable option upon graduation
- Attract and path find Canadian and internationally trained physicians, and Alberta-trained resident physicians to available posts in Alberta
- Support the recruitment of all health care providers through our cutting edge provincial recruitment jobsite APLJobs.ca
- Work with rural communities through attraction and retention committees to attract and retain physicians and their families
- Work with resident physicians in career planning
- Provide professional development programs and locum services for rural physicians
- Invest in research and analysis to tell the story about rural health care and Alberta's physician workforce
- Provide grants to local communities for attraction and retention innovations, and fund medical students and resident physicians to attend rural health care conferences and training events
- Support and sponsor rural students to go to medical school
- Work collaboratively within Alberta, across Western Canada, and nationally to support health care in Alberta
- Measure what we do and continuously improve our programmes and supports
- **LISTEN** to rural communities, health care workers, and service partners and **ACT** on their ideas

We are honoured to deliver programs and services that are needed, and to do so efficiently and effectively. RPAP has proven it delivers effective and efficient programming in service to non-metro Albertans. If you agree, your MLA and the Minister of Health Hon. Sarah Hoffman need to proactively hear from you **as soon as possible**.

From: Canadian Badlands Tourism

DRAFT March 9, 2016

A MESSAGE FROM THE PRESIDENT OF CANADIAN BADLANDS TOURISM

On behalf of the Board of Directors of Canadian Badlands Tourism, I am writing to advise you that Brad Tucker, seconded from the Government of Alberta in September 2014 to fill the role of Executive Director, is returning to government at the completion of his term, effective March 11.

Over the past 18 months, Canadian Badlands Tourism continued to make progress toward our goal of building our region as Alberta's next iconic tourism destination. We thank Brad for his dedication and service to our mission and wish him well as he resumes his public service career. We also thank the Government of Alberta for sharing Brad and his expertise with us.

Your Board of Directors remains committed to guiding Canadian Badlands Tourism to become the best Destination Management Company in Canada. We are currently examining options for the best operational structure to realize that vision.

In the meantime, it is business as usual with our dedicated team of volunteers and professionals who are continuing to work collaboratively to manage the company and our projects. Specific responsibilities have been assigned to our leadership team as follows:

- **Barry Morishita**, President, Canadian Badlands Tourism
- **Lonna Hoggan** – Administration and Stakeholder Relations
- **Christopher McLellan** – Tourism Marketing and Development Projects
- **Noelle Aune** – Public Relations and Communications

I am looking forward to personally providing you with an update at the Canadian Badlands Tourism 6th Annual Tourism Development Conference and 2016 Annual General Meeting, April 19 - 21, at the Badlands Community Facility in Drumheller. If you haven't already registered, you may do so online here: <https://www.cblconference.com>

In the meantime, if you have any questions or comments, please feel free to contact me directly anytime at 403-363-9224 or bmorishita@brooks.ca.

Yours in rural tourism,

Barry Morishita
President
Canadian Badlands Tourism



Kin Canada
Kinette Club
of Vulcan

March 10, 2016

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

Dear Kim,

The Kinette Club of Vulcan at their meeting of March 9, 2016, approved the decision of extending the Kinette Walking Path through the Solar Park and the additional extension for a total of \$25,000.

For AGLC purposes, when you send the Kinettes the final invoice, it must stipulate that it's for the "Kinette Walking Path".

Good luck with the remainder of this project.

Sincerely,

Lynn Surman
President
Kinette Club of Vulcan

Cc: Nancy Neufeld

Town of Vulcan

Request for Decision (RFD)

Committee and Administrative Reports

Meeting: Regular Council
Meeting Date: **March 14, 2016**
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.

- ORRSC – Annual Organizational Board of Directors Meeting - Agenda-Minutes – December 5, 2015
- Vulcan & District Chamber of Commerce – Agenda-Minutes – February 1, 2016
- Mayors & Reeves of Southwest Alberta – Agenda-Minutes – February 5, 2016
- Vulcan Golf & Country Club Executive Meeting – Minutes – March 7, 2016

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

Moved by Councillor _____ THAT the minutes and/or verbal reports of Town represented Boards/Committees at the March 14, 2016 Town Council Meeting be received for information.

- ORRSC – Annual Organizational Board of Directors Meeting - Agenda-Minutes – December 5, 2015
- Vulcan & District Chamber of Commerce – Agenda-Minutes – February 1, 2016
- Mayors & Reeves of Southwest Alberta – Agenda-Minutes – February 5, 2016
- Vulcan Golf & Country Club Executive Meeting – Minutes – March 7, 2016

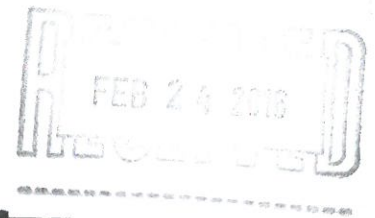
Initials show support -Reviewed by: _____

Director: _____


CAO



OLDMAN RIVER REGIONAL SERVICES COMMISSION



MINUTES – 3 (2015)

ANNUAL ORGANIZATIONAL BOARD OF DIRECTORS' MEETING

Thursday, December 3, 2015 – 7:00 p.m.

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

BOARD OF DIRECTORS:

Bill Graff (absent) Village of Arrowwood
Jane Jensen (absent)..... Village of Barnwell
Ed Weistra Village of Barons
Tom Rose Town of Bassano
Fred Rattai..... City of Brooks
Jim Bester..... Cardston County
Dennis Barnes Town of Cardston
Cecil Sabourin Village of Carmangay
Jamie Smith (absent) Village of Champion
Betty Fieguth (absent)..... Town of Claresholm
Bill Chapman (absent)..... Town of Coaldale
Sheldon Watson Town of Coalhurst
Ken Galts..... Village of Coutts
Garry Hackler (absent)..... Village of Cowley
Bill Kovach..... Mun. of Crowsnest Pass
Dave Filipuzzi Mun. of Crowsnest Pass
Gordon Wolstenholme..... Town of Fort Macleod
Darrell Edwards (absent) Village of Glenwood
John Connor Town of Granum
Monte Christensen (absent)..... Village of Hill Spring
Henry Doeve (absent)..... County of Lethbridge

Brad Koch (absent)..... Village of Lomond
Richard Van Ee Town of Magrath
David Hawco Town of Milk River
Rafael Zea (absent)..... Village of Milo
Christophe Labrune (absent) Town of Nanton
Clarence Amulung..... County of Newell
Pete Pelley Village of Nobleford
Henry de Kok..... Town of Picture Butte
Fred Schoening M.D. of Pincher Creek
Don Anderberg Town Pincher Creek
Ronald Davis (absent) M.D. of Ranchland
Clark Holt - alternate Town of Raymond
Barry Johnson Town of Stavely
Ben Nilsson Village of Stirling
Ben Elfring..... M.D. of Taber
Margaret Plumtree (absent)..... Town of Vauxhall
Rod Ruark (absent) Vulcan County
Rick Howard Town of Vulcan
David Cody..... County of Warner
Ian Glendinning Village of Warner
Henry Van Hierden..... M.D. Willow Creek

STAFF:

Lenze Kuiper Director
Mike Burla..... Senior Planner
Steve Harty..... Senior Planner
Diane Horvath..... Planner
Gavin Scott..... Planner

Cam Klassen..... Assistant Planner
Leda Kozak Tittsworth..... Assistant Planner
Kaylee Kinniburgh CAD/GIS Technologist
Barb Johnson..... Executive Secretary

AGENDA:

1. Approval of Agenda – December 3, 2015.....
2. Approval of Minutes – June 4, 2015(attachment)

DAY-TO-DAY SERVICE / PLANNING

- *Subdivision and Development Appeal Board Hearings – secretarial/board assistance service (assisted with 44 appeal board hearings – a yearly record for ORRSC)*
- *Representation/presentation at Municipal Government Board (MGB) hearings*
- *Representation/presentation at NRCB hearings (for confined feeding operations)*
- *Assessment Review Board hearings (14 complaints)*
- *Approximately 198 subdivision applications processed to date*
- *Development Officer assistance*

SPECIAL PLANNING STUDIES/PROJECTS

- *Municipal District of Taber – Municipal Airport Plan*
- *Town of Picture Butte – CPR Railway Lands Concept Plan*
- *Municipal District of Pincher Creek – Hamlet of Beaver Mines Trail Study*
- *Rural Multi-Jurisdictional Intermunicipal Development Plan Project (8 rural municipalities creating 11 Intermunicipal Development Plans)*

WHAT TO LOOK FORWARD TO IN 2016...

- *SDAB Training Session/Workshop – tentatively planned*
- *Wetland/riparian land seminar – March 3, 2016*
- *AER consultations with ORRSC & municipalities*
- *MGA amendments (review for members) – Spring 2016*
- *MGB Assessment Review Board Training – March, April and May at ORRSC)*
- *...additional municipal planning projects*

7. REPORTS

(a) Executive Committee Report

Moved by: John Connor

THAT the Board of Directors receive the Executive Committee Report for the meetings of July 9, September 10, October 8 and November 12, 2015, as information. **CARRIED**

(b) GIS Report and Newsletter

- ORRSC is constantly evolving the GIS to make it more useful in-house for planners as well as participating municipalities. New features/layers added this past year include:
 - Historical Assessment Records
 - Economic Development Site Selector Tool

Development Permit Reports & Tracking will be implemented in 2016.

Moved by: David Hawco

THAT the Board of Directors receive the GIS Newsletter, as information. **CARRIED**

4. RECOGNITION OF MEMBERS AND ALTERNATE MEMBERS FOR 2015/2016

Municipality	Member (*4 new)	Alternate Member (*6 new)
Arrowwood – Village	Bill Graff	—
Barnwell – Village	Jane Jensen	* Darrell Turner
Barons – Village	Ed Weistra	Ron Gorzitza
Bassano – Town	Tom Rose	—
Brooks – City	Fred Rattai	—
Cardston – County	Jim Bester	Roger Houghton
Cardston – Town	* Dennis Barnes	Bill Peavoy
Carmangay – Village	Cecil Sabourin	—
Champion – Village	Jamie Smith	Trevor Wagenvoort
Claresholm – Town	Betty Fieguth	—
Coaldale – Town	Bill Chapman	—
Coalhurst – Town	Sheldon Watson	—
Coutts – Village	Ken Galts	Tom Butler
Cowley - Village	Garry Hackler	Warren Mickels
Crowsnest Pass – Municipality	Bill Kovach Dave Filipuzzi	—
Fort Macleod – Town	Gordon Wolstenholme	Trish Hoskin
Glenwood – Village	Darrell Edwards	* Benjamin Goetz
Granum – Town	John Connor	* Barin Beresford
Hill Spring – Village	Monte Christensen	—
Lethbridge – County	Henry Doeve	—
Lomond – Village	Brad Koch	—
Magrath – Town	Richard Van Ee	Brian Oliver
Milk River – Town	David Hawco	—
Milo – Village	Refeal Zea	Scott Schroeder
Nanton – Town	Christophe Labrune	Rick Everett
Newell – County	* Clarence Amulung	* Gordon Simpson
Nobleford – Village	Pete Pelley	Don Vincent
Picture Butte – Town	* Henry de Kok	* Teresa Feist
Pincher Creek – M.D. No. 9	* Fred Schoening	* Quentin Stevick
Pincher Creek – Town	Don Anderberg	Lorne Jackson
Ranchland – M.D. No. 66	Ronald Davis	Harry Streeter
Raymond – Town	Greg Robinson	Clark Holt
Stavely – Town	Barry Johnson	Janice Binmore
Stirling – Village	Ben Nilsson	Michael Maynes
Taber – Municipal District	Ben Elfring	—
Vauxhall – Town	Margaret Plumtree	Marilyn Forchuk
Vulcan – County	Rod Ruark	—
Vulcan – Town	Rick Howard	Paul Taylor

Warner – County No. 5	David Cody	Don Heggie
Warner – Village	Ian Glendinning	Colette Glynn
Willow Creek – M.D. No. 26	Henry Van Hierden	* Maryanne Sandberg

5. APPOINTMENT OF OFFICERS AND EXECUTIVE COMMITTEE FOR 2015/2016

- Director Lenze Kuiper briefly reviewed the ORRSC Mission Statement, election procedure and Executive Committee duties. A list of members who wished to let their names stand for election for the positions of Chair, Vice-Chair and Executive Committee was included in the agenda package.

(a) Election of Chair

Advance Nominations: Gordon Wolstenholme (Town of Fort Macleod)

Nominations from the floor: None

Moved by: Don Anderberg

THAT nominations cease.

CARRIED

Gordon Wolstenholme was elected Chair by acclamation.

(b) Election of Vice-Chair

Advance Nominations: Henry Van Hierden (M.D. of Willow Creek)

Nominations from the floor: None

Moved by: Tom Rose

THAT nominations cease.

CARRIED

Henry Van Hierden was elected Vice-Chair by acclamation.

(c) Election of Executive Committee

Advance Nominations: Don Anderberg (Town of Pincher Creek)
Jim Bester (Cardston County)
Bill Chapman (Town of Coaldale)
Tom Rose (Town of Bassano)

Nominations from the floor: Barry Johnson (Town of Stavelly)
– nominated by Henry Van Hierden

Moved by: Henry Van Hierden

THAT nominations cease.

CARRIED

Don Anderberg, Jim Bester, Bill Chapman, Tom Rose and Barry Johnson were elected to the Executive Committee by acclamation.

Therefore, the following members will serve as the Executive Committee from December 3, 2015 to December 1, 2016:

Gordon Wolstenholme – Chair
Henry Van Hierden – Vice-Chair
Don Anderberg
Jim Bester
Bill Chapman
Tom Rose
Barry Johnson

(d) **Destruction of Ballots** – None (all elected by acclamation)

6. STAFF PRESENTATION – 2015 SUCCESS STORIES

Senior Planner Steve Harty, Planner Gavin Scott, and Assistant Planner Cam Klassen outlined some of the work initiatives and projects undertaken by ORRSC on behalf of member municipalities in 2015:

NEW LAND USE BYLAWS

ADOPTED:

- *Town of Fort Macleod*
- *Town of Picture Butte*
- *Town of Vulcan*
- *Village of Arrowwood*

DRAFTS COMPLETED:

- *Town of Cardston*
- *Village of Champion*

STATUTORY PLANS

- *Town of Bassano & County of Newell Intermunicipal Development Plan*
- *Town of Cardston Municipal Development Plan*
- *Town of Fort Macleod Municipal Development Plan*

RESEARCH & POLICY DEVELOPMENT

- *Wetlands and riparian areas*
- *Secondary suites / Safety Code conformity*
- *Storm water management/drainage*
- *Medical marihuana facilities*
- *Special Events Bylaws and land use*
- *AER process – regulating well setbacks for subdivision and development*
- *Agricultural reservoirs*
- *Resource extraction / Gravel pit operations*
- *Composting / Organic material facilities*

3. **Business Arising from the Minutes**
 4. **Recognition of Members and Alternate Members for 2015/2016**.....(attachment)
 5. **Appointment of Officers and Executive Committee for 2015/2016**(attachment)
 - (a) Election of Chair.....
 - (b) Election of Vice-Chair
 - (c) Election of Executive Committee
 - (d) Destruction of Ballots
 6. **Staff Presentation – 2015 Success Stories**
 7. **Reports**
 - (a) Executive Committee Report.....(attachment)
 - (b) GIS Report and Newsletter.....(attachment)
 8. **Business**
 - (a) Proposed 2016 Budget.....(attachment)
 - (b) South Saskatchewan Regional Plan Update.....(attachment)
 - (c) Proposed Subdivision Fee Increase.....
 - (d) 2016 Assessment Review Board Training Courses.....(attachment)
 - (e) Motion to Approve Provision of GIS Services to Ghost Lake and Waiparous.....
 9. **Accounts**
 - (a) Summary of Balance Sheet and Statement of Income for the 10-month period:
January 1 - October 31, 2015.....(attachment)
 10. **Adjournment – March 3, 2016**
-

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

1. APPROVAL OF AGENDA

Moved by: David Hawco

THAT the Board of Directors approve the agenda of December 3, 2015, as amended:

ADD: 8(e) Motion to Approve Provision of GIS Services to Ghost Lake and Waiparous

CARRIED

2. APPROVAL OF MINUTES

Moved by: Fred Rattai

THAT the Board of Directors approves the minutes of June 4, 2015, as presented.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES

None.

8. BUSINESS

(a) Proposed 2016 Budget

- The Proposed 2016 Budget was reviewed with the following highlights:

2016 Budget Highlights

▶ Revenue:

- ▶ Membership fees increase overall by 1.69% raising \$900,000
 - ▶ (mill decreased by 2)
 - ▶ (floor & ceiling remain but are adjusted to reflect average increase)
- ▶ GIS fees increase by 5%
 - ▶ (\$5.60/capita & \$5.10/capita)
- ▶ \$50,000 (directly from Membership Fees) allocated evenly between Operating & Capital Reserves
- ▶ Subdivision revenue expected to remain relatively static.
 - ▶ Increase endorsement fee from \$175-\$200 and second & third extension fees be increased from \$350 to \$25 and \$375 to \$525 respectively.

2016 Budget Highlights

▶ Expenses:

- ▶ Staff Salaries subject to 2.0% economic adjustment
 - ▶ (corresponding increase to Staff Benefits)
- ▶ All other expenses held
- ▶ Planned purchase of a 3rd fleet vehicle in January.

Moved by: Fred Rattai

THAT the Board of Directors approve the 2016 Budget as presented, as recommended by the Executive Committee.

CARRIED

Moved by: Tom Rose

THAT the Board of Directors authorize the Oldman River Regional Services Commission to provide GIS services to the Summer Villages of Ghost Lake and Waiparous, subject to Ministerial approval. **CARRIED**

9. ACCOUNTS

- (a) **Summary of Balance Sheet and Statement of Income for the 10-month period:
January 1 - October 31, 2015**

Moved by: Ed Weistra

THAT the Board of Directors accept the Summary of Balance Sheet and Statement of Income for the 10-month period: January 1 - October 31, 2015, as information. **CARRIED**

10. ADJOURNMENT

Moved by: David Hawco

THAT we adjourn the Annual Organizational Board of Directors' Meeting of the Oldman River Regional Services Commission at 8:40 p.m. until Thursday, March 3, 2016 at 7:00 p.m. **CARRIED**

/bj

CHAIR: _____

DRAFT



Phone: (403) 329-1344
Toll-Free: 1-844-279-8760
Fax: (403) 327-6847
E-mail: admin@orrrsc.com
Website: www.orrrsc.com

February 18, 2016

File: 20J-52

Honourable Danielle Larivee
Minister of Municipal Affairs
Legislature Office
204 Legislature Building
10800 - 97 Avenue
Edmonton, AB
Canada T5K 2B6

Dear Ms. Larivee:

Re: Flood Hazard Identification Program

The Oldman River Regional Services Commission provides land use planning and GIS services to 41 member municipalities in southern Alberta. Many of those municipalities are situated on rivers, streams and creeks that, while beautiful and life-giving most of the time, have the potential to flood or have recently flooded. These municipalities are feeling development pressures to build residences and businesses in the flood fringe or at the very least, to provide recreational opportunities in the flood way and we, as their planning advisors, are looking for ways to protect our municipalities, citizens and assets from flood damage and liability.

Our Commission supports existing regulation to control and mitigate development throughout the Flood Hazard Area; however, we feel the biggest impediment to us providing good planning advice is a lack of current, up-to-date Flood Hazard Studies and Mapping. The data we are currently working with is over 24 years old and in that time we have seen significant flood events and changes to our water courses. We need updated studies and updated mapping in order to make good development decisions.

While we appreciate that a Flood Hazard Identification Program is underway (and has been for some time), we are a little disappointed that the Oldman River, Pincher Creek, Kettles Creek, Lee Creek and the Crowsnest River are not identified in the new 2015 multi-year river hazard studies now underway. We cannot stress enough the importance of getting this information and applying it to sound decision-making in our municipalities.

Can we get an update on the status of the Flood Hazard Identification Program and the timelines for studies on the aforementioned rivers and creeks in southern Alberta?

Lastly, I wish to thank you and your staff for your support and help and that we look forward to working with you into the future.

Sincerely,

Lenze Kuiper
Director

LK/bj
Attachment

OLDMAN RIVER REGIONAL SERVICES COMMISSION				
Balance Sheet (12 months) Unaudited				
as of December 31, 2015				
Assets				
Total Operating Fund	\$	87,667.00		
Total Capital Fund	\$	674,415.00		
Total Assets			\$	762,082.00
Liabilities & Equity				
Total Operating Fund	\$	130,529.00		
Total Capital Fund	\$	677,619.00		
Excess Rev/Exp	\$	(46,066.00)		
Total Liabilities & Equity			\$	762,082.00
OLDMAN RIVER REGIONAL SERVICES COMMISSION				
Income Statement (12 months) Unaudited				
as of December 31, 2015				
		ACTUAL	BUDGET	Variance
TOTAL REVENUE	\$	2,042,602.00	\$ 1,984,585.00	\$ (2.92)
Expenditures				
Total Staff Salaries	\$	1,353,691.00	\$ 1,420,000.00	4.67%
Total Staff Benefits	\$	271,194.00	\$ 289,500.00	6.32%
Total Staff Travel & Mtgs	\$	17,551.00	\$ 27,000.00	35.00%
Total Members Travel & Mtgs	\$	11,756.00	\$ 13,000.00	9.57%
Total Office & Renovations	\$	24,252.00	\$ 34,000.00	28.67%
Total Telephone & Supplies	\$	30,504.00	\$ 25,000.00	-22.02%
Total Printing & Duplication	\$	9,330.00	\$ 8,000.00	-16.63%
Total Other Operating Exps	\$	186,677.00	\$ 104,300.00	-78.98%
Total Fixed Assets	\$	20,137.00	\$ 45,000.00	55.25%
TOTAL EXPENDITURES	\$	1,925,092.00	\$ 1,965,800.00	2.07%
TOTAL BUDGET EXCESS REV/EXP	\$	117,510.00	\$ 18,785.00	

VULCAN AND DISTRICT CHAMBER OF COMMERCE
6:00 PM, MONDAY, FEBRUARY 1, 2016
VULCAN LODGE HALL

AGENDA

- 6:00 pm – Community Futures Presentation
- 6:45 pm – 1. Call to order
- 6:50 pm – 2. Additions to Agenda – Adoption
- 6:55 pm – 3. Adoption of Minutes
- 7:00 pm – 4. Treasurer's Report
- 7:05 pm – 5. Membership Report
- 7:10 pm – 6. Tourism Report
- 7:00 pm – 7. Old business – bylaws – update
 - tent
- 7:15 pm – 8. New business – consent agenda
 - Policy 101 Session in Lethbridge
 - 2016 events
 - CCHS Basketball tournament – February 12 and 13th
 - correspondence
- 7:30 pm – Next meeting – Annual General Meeting and Elections -
Monday, March 7, 2016
- 7:35 pm – Adjournment

Vulcan and District Chamber of Commerce

Feb 1st, 2016 GM

Minutes

1. Call to Order: 18:46 Lyle Magnuson
2. Additions to Agenda:
 - a. Discussion of Legion Vendor's Market
 - b. Chamber representation at Calgary Home and Garden Show
3. Motion to approve agenda as amended by Rich Debolt. Motion carried.
4. Amendment to previous minutes: #8 regarding tourism representation. Employees of tourism can attend meetings but not vote. Vera-Lynn Beal is the voting representative of the tourism board, Georgia-Lee Debolt as back-up representative.
5. Motion to accept minutes as amended by Sarah Vaudry. Motion carried.
6. Treasury Report: Danyel Fath. Motion to accept by Dwayne Hill.
7. Membership Report: Sarah Vaudry.
8. Tourism Report: Devan Daniels
9. Old Business
 - a. Bylaws Update: In touch with North & Co. They are drafting by-laws at no charge. Workable draft available shortly.
 - b. Branded tents and signs: Chamber and VBDS co-branded tent for events and improving general visibility. Executive will pursue pricing and quotes for it.
10. New Business
 - a. Consent Agenda: Could be used to speed up meetings and give ability to address more content during meetings. All reports adopted at once and questions addressed to all reporting officers collectively. Will be adopted for March meeting.
 - b. Dwayne Hill and Lyle Magnuson to attend Policy 101 session hosted by Alberta Chambers in April
 - c. CCHS basketball tournament is looking for sponsors and will be broadcast on VtV
 - d. Disney Management courses coming to Okotoks Chamber in March
 - e. Legion Vendors Market to be held Dec. 10th. Discussion of having Chamber partner with Legion to merge markets. Exploratory committee will be formed to formulate strategies for vendors markets. Issue tabled until next meeting.
 - f. Calgary Home and Garden Show: End of February, looking for volunteers. Contact is Nancy at the Town Office.
11. March meeting is the Annual General Meeting with executive elections. Meeting will be held March 7th at 6:00 pm.
12. Adjourned: 19:44 by Rich Debolt



Mayors & Reeves of Southwest Alberta

AGENDA

FRIDAY, February 5, 2015 - 1:00 PM
Culver City Room, Lethbridge City Hall
910 – Fourth Avenue South, Lethbridge

Chairman – Reeve Lorne Hickey

*Please silence all
electronic devices
– thanks!*

- 1.0 WELCOME AND INTRODUCTIONS
- 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 PRESENTATION – Dr. Linda Vennard, Commissioner, CRTC
- 7.0 REPORTS
 - 7.1 Alberta Southwest Regional Alliance Report – Mayor Blair Painter
 - 7.2 SouthGrow - Mayor Maggie Kronen
 - 7.3 AUMA – Mayor Kim Craig
 - 7.4 AAMD&C – Bob Jones
 - 7.5 Associate Dean's Advisory Council – Mayor David Hawco
 - 7.6 Oldman Watershed Council – Reeve Brian Brewin/Mayor Blair Painter
 - 7.7 Highway #3 Association – Councillor Bill Chapman
 - 7.8 Water Supply 2016 – Mayor Chris Spearman
 - 7.9 Regional Issues Committee – Open Invitation – Mayor Maggie Kronen
- 8.0 BUSINESS
 - 8.1
- 9.0 NEXT MEETING
 - Friday, March 4, 1 pm - Culver City Room, Lethbridge City Hall

CONFIRMED FUTURE MEETING PRESENTATIONS

- March 4, 2016 - Dr. Barbara Lacey and Mr. Sean Chilton
 - Role and work of the Oldman River Health Advisory Council
- April 1, 2016 - Mr. Troy Holinski, President and Mr. Frank Hawkins, Chair
 - Alberta Capital Finance Authority (ACFA)

9.0 ADJOURNMENT

If you have any community information that you would like to have distributed to the M & R group,
please send it to Reeve Hickey via email lhickey@lethcounty.ca to be distributed.



Mayors & Reeves of Southwest Alberta

MINUTES

FRIDAY, February 5, 2016 - 1:00 PM
Culver City Room, Lethbridge City Hall

PRESENT:

Reeve Lorne Hickey, Chair	Lethbridge County	Mayor Thomas Grant	Town of Vulcan
Mayor Tom Butler, Vice Chair	Village of Coutts	Mayor Ed Weistra	Village of Barons
Mayor Gordon Reynolds	Town of Bow Island	Mayor Tom Butler	Village of Coutts
Mayor Maggie Kronen	Town of Cardston	Mayor Don McDowell	Village of Nobleford
Mayor Kim Craig	Town of Coaldale	Mayor Ben Nilsson	Village of Stirling
Mayor Dennis Cassie	Town of Coalhurst	Reeve Fred Lacey	Cardston County
Mayor Blair Painter	Town of Crowsnest Pass	Reeve Rod Ruark	Vulcan County
Dep. Mayor Brent Feyter	Town of Fort Macleod	Reeve Molly Douglas	Newell County
Mayor Leonard Lampman	Town of Granum	Dep. Reeve Terry Yagos	MD of Pincher Creek
Dep. Mayor Brenda Beck	Town of Magrath	Reeve Brian Brewin	MD of Taber
Mayor David Hawco	Town of Milk River	Reeve Neil Wilson	MD of Willow Creek
Mayor Wendy Jones	Town of Picture Butte	Mayor Chris Spearman	City of Lethbridge
Mayor Don Anderberg	Town of Pincher Creek		
Mayor George Bohne	Town of Raymond		
Mayor Henk De Vlieger	Town of Taber		
Mayor Margaret Plumtree	Town of Vauxhall		

Guests:

ant Hunter, MLA	Cardston-Taber-Warner	Bob Jones, Zone Rep	AAMD&C
Dave Schneider, MLA	Little Bow	Bill Chapman, Chair	Highway #3 Association
Maria Fitzpatrick, MLA	Lethbridge East		

1.0 WELCOME AND INTRODUCTIONS

Reeve Lorne Hickey called the meeting to order at 1:00 pm.

2.0 ADOPTION OF THE AGENDA

Moved by [REDACTED] to adopt the agenda. **Carried.**

3.0 ADOPTION OF THE JANUARY 8 MEETING MINUTES

Moved by [REDACTED] to adopt the January 8, 2016 minutes. **Carried.**

4.0 BUSINESS ITEMS ARISING FROM MINUTES

5.0 REPORTS

5.1 MP Reports – No Report

5.2 MLA Reports

Dave Schneider, MLA - Little Bow

- Attended Highway 3 meeting with the Minister of Infrastructure.
- Highway 512 to Kipp, Vulcan County is interested in a STIPP grant.
- One county talking about oil companies not paying their taxes and oil revenue. Landowners are not being paid. This is the result of the oil prices.

Grant Hunter, MLA – Cardston-Taber-Warner

- The STEP program is available to non profit and private organizations. The employment program (up to \$5,000) or 50% of employee costs.
- There is a new Minister of Labour and he will meet with her.
- Met with Public Accounts.
- In 2015 73,000 full time jobs lost with 25,000 more in January 2016.

6.0 Presentation – Dr. Linda Vennard, Commissioner, CRTC

- Dr. Linda Vennard is Alberta and NWT representative for the CRTC.
- CRTC collects data and maintains information.
- They are involved in compliance and enforcement and create conditions for competition to occur.

Decision Elements:

- Everyone gets a chance to weigh in.
- They take a neutral position and are thick skinned when making tough decisions.
- Your town or city is more than a market. They try to create conditions in your city.
- A framework that governs the leasing of services from one carrier to another is required.

Outcomes:

- CRTC's view is that large incumbent carriers hold market power in the provision of wholesale high-speed access services.
- This will encourage competition in the broadband internet market, including fibre optic facilities.
- CRTC does not want to stifle innovation but they want it to be fair for everyone.
- There is the physical configuration of all this then they have to figure out the cost.
- Mayors and Reeves don't have to wait for the CRTC to have configuration talks.

Review:

- Services Canadians feel are necessary to participate in the digital economy.
- Telus plans to 'gigafy' the province.
- What upload and download speeds do you want?
- What kind of funding mechanisms are needed?
- What's our aim? Is it unserved or underserved?
- Phase 1: April 2015: They have more than 25,000 comments received.
- Phase 2: January 2016: They have more than 16,000 questionnaires filled out.
- Next Step: Public Hearing date of April 11 – 29, 2016.

Conclusion:

- CRTC wants participation.
- Keep communicating with Linda. If she doesn't know she will direct to someone who does.

Questions:

- What is a fair rate of return?
- CRTC is not the court system, they try to keep everything running smoothly. They would like us to come to some sort of agreement first.

7.0 Reports

7.1 Alberta Southwest Regional Alliance Report – Mayor Blair Painter

Advertising in the Montana travel guide and in TravelBook.com.

7.2 SouthGrow – Mayor Maggie Kronen

Suggested areas of interest if wanting to nominate your city or town are; Business of Attraction, Renewable Energy and Agriculture and Greenhouse.

7.3 AUMA – Mayor Kim Craig

- Mayors caucus is in Edmonton May 9 – 10.
- Emerging issues can be dealt with by submitting in February 2016.
- Board meeting on January 28, 2016 was sparse due to another meeting occurring at the same time.
- Presentation from Law Enforcement.
- Write into government to support Alert.

7.4 AAMD&C – Councillor Bob Jones, Zone Rep

- Survey was done regarding money being spent and found \$170 million was spent.
- Zone meeting was held in January regarding getting rid of coal generating in the province. There is no way to keep up with heating homes and buildings.
- Meeting was held with Alert. Want to cut funding for undercover work looking for drugs.
- It is a \$5,000 fine if you don't take the training regarding Bill 6.

7.5 Associate Dean's Advisory Council - Mayor David Hawco

No Report

7.6 Oldman Watershed Council – Mayor Blair Painter

- E Newsletter issued that morning.
- The annual bird count found 35 species.

7.7 Highway #3 Association – Deputy Mayor Bill Chapman

- The focus is on twinning Hwy 3.
- Darren Davidson spoke with them this morning on the role of Alberta Transportation.
- Darren Davidson feels a letter should be written to treasury regarding funding Hwy 3.
- If it were all approved today it would take 5 – 7 years before any work would be done.
- Gloria Roth is working with them focusing on all their deliberations.
- Passed a fee structure proposal.
- Salary was decided upon and divided between the counties.

8.0 BUSINESS

8.1 Brent Feyer – Deputy Mayor Fort Macleod

- \$27,000 is need from neighboring towns for the twinning of Hwy 3.
- The Town of Taber is acting as the banker for Hwy 3.

8.2 Chris Spearman – Mayor Lethbridge

- The last environment committee meeting found the water supply in the dam is low. There is a risk of drought.
- Applying for ACP Grants to be able to store more water.
- Ambulance dispatch agreement with Alberta Health Services who want to have access to the data. Need letters of support.
- If applying for ACP Grants, community support letter need to be in by the end of the month.
- City of Lethbridge is hosting the Environment Conference February 24 – 26 at the Lethbridge Lodge.

8.3 Regional Issues Committee Update – Mayor Maggie Kronen

- 64% of tax base in linear.
- Would like to see this money shared.
- Linear assessment brings a lot of business.

9.0 Next Meeting Date – March 4, 2016 - Dr. Barbara Lacey and Mr. Sean Chilton -Role and work of the Oldman River Health Advisory Council

April 1, 2016 – Mr. Troy Holinski, President and Mr. Frank Hawkins, Chair
- Alberta Capital Finance Authority (ACFA)

May 6, 2016 – Presentation Idea from Regional Issues Committee: AHS presentation using 911 reps from both Calgary and Lethbridge on how they respond and facilitate a call. Could also bring in AHS rep that is responsible for ambulance and rural health.

10.0 ADJOURNMENT: Moved by [REDACTED] to adjourn meeting at [REDACTED] pm. **Carried.**

ACTION ITEMS FROM JANUARY 8, 2016 MEETING	PERSON RESPONSIBLE
Ad Spectra – possible presentation	Reeve Lorne Hickey
Contact Regional Issues Committee to indicate 4 or 5 prioritized issues	All Mayors and Reeves
Presentation from 911 reps in Lethbridge and Calgary; also have rep from AHS that is responsible for ambulance and rural health, possibly in May	Regional Issues Committee
ACTION ITEMS FROM DECEMBER 4, 2015 MEETING	PERSON RESPONSIBLE
Letter to Minister Sarah Hoffman re top 3 health issues	Reeve Lorne Hickey
Submit possible names for Admin Assistant position to Reeve Hickey	All Mayors & Reeves

Please send any community information for distribution to M & R to Lorne at lhickey@lethcounty.ca

VULCAN GOLF AND COUNTRY CLUB

EXECUTIVE MEETING MINUTES

MARCH 7, 2016

PRESENT: Dave Lanktree, Don McPherson, Wendy Williams, Nick Zubach, Sue Dow, Roberta Meehan, Duke Webber, Gordon Brayton

REGRETS: Ken Creed, Ron Fernley, Peter Beckner.

MEETING CALLED TO ORDER: 2:05

ADDITIONS TO THE AGENDA: Discussion on the AGM. Discussion on the Financial Statement of October 2015

MINUTES OF THE LAST MEETING; Moved by Wendy Williams, seconded by Don McPherson that the minutes of the meeting of February 8, 2016 be adopted as circulated. Carried

BUSINESS ARISING FROM THE MINUTES: The up-grade of the internet system and phone system is working very well. Thank you to Dave Lanktree for the extra work in putting these systems in place. We still have one Telus line for our security system which hopefully will also be switched over.

FINANCIAL REPORT: The income statement and balance sheet to the end of February as per attached was presented to the board by Don McPherson. Discussion followed. Nick Zubach moved the adoption of the financial statement, seconded by Roberta Meehan. Carried.

GROUNDS REPORT: Duke Webber presented the grounds report as per attached. Moved by Wendy Williams, seconded by Don McPherson that the grounds report, be adopted. Carried.

HOUSE REPORT: Chairman Dave Lanktree welcomed Gordon Brayton, as Director of Golf Operations to the board meeting. Gordon presented a list of items that he and Tara have completed or are working on as well as a preliminary schedule of events for the up-coming golf season. Discussion on the web site, advertising and the up-coming season ensued. Moved by Roberta Meehan, seconded by Nick Zubach that the house report, as per attached be adopted. Carried.

CORRESPONDENCE: No correspondence has been received at this time.

NEW BUSINESS: Don McPherson will prepare a Notice of Motion that would allow an amendment of the by-laws to allow one representative of Town Council to vote on behalf of the Town Of Vulcan at the executive board meetings. This bylaw motion will be presented at the AGM. Don McPherson moved that notice of the Annual General Meeting be distributed, seconded by Nick Zubach. Carried. Moved by Wendy Williams, seconded by Don McPherson that the Annual General Meeting of the Vulcan Golf and Country Club be held on April 14, 2016. Carried.
-The Financial Statement of October 31, 2016 was reviewed by the board.

IN CAMERA: Roberta Meehan moved that the meeting go in camera for consideration of personnel seconded by Nick Zubach. Carried. Don McPherson moved, seconded by Nick Zubach that the meeting come out of in camera. Carried.

NEXT MEETING DATE: April 21, 2016 @ 7:00 PM.

ADJOURNMENT: Nick Zubach moved adjournment of the meeting. Carried.

Town of Vulcan

Request for Decision (RFD)

Bylaw No. 1439-15 Road Closure

Meeting: Regular Council
Meeting Date: **March 14, 2016**
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

Bylaw No. 1439-15 was approved at the December 14, 2016 Regular council Meeting for first reading and the application package was forwarded to Alberta Transportation on January 18, 2016 for approval.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Alberta Transportation has sent notification of their approval for the road closure.

Attached is a copy of the bylaw.

Council is asked to give second and third reading to Bylaw No. 1439-15.

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Bylaw No. 1439-15 be given second reading.

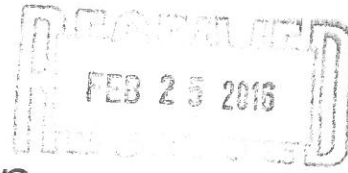
Moved by Councillor _____ THAT Bylaw No. 1439-15 be given third and final reading.

Initials show support -Reviewed by:

Director:


CAO

Alberta Transportation



DELIVERY SERVICES DIVISION
2ND FLOOR, TWIN ATRIA BUILDING
4999-98 AVENUE
EDMONTON, ALBERTA, CANADA
T6B 2X3

TELEPHONE NO: 780-415-1538
FAX NO: 780-427-0353
Toll Free Connection Dial 310-0000

February 22, 2016

Town of Vulcan
Box 360
Vulcan, Alberta T0L 2B0

Attention: Kim Fath, Chief Administrative Officer

RE: ROAD CLOSURE – BYLAW 1439-15

Enclosed is the above noted bylaw which was approved by Alberta Transportation for closure and sale on February 20, 2016.

Also attached are your endorsed copies of the Right of Way Agreement with Fortis Alberta Inc. *which must be registered concurrently with the By-law at Land Titles.*

Following the second and third readings of the bylaw by your council the bylaw may be registered at Land Titles. Please notify me of the second and third readings and when the documents closing the road are registered at Land Titles.

Yours truly,

Adrienne Kisko
Land Technologist

cc: Leah Olsen
Development and Planning Technologist
Lethbridge, Alberta

Enclosures

TOWN OF VULCAN
BYLAW NO. 1439-15

A BYLAW OF THE **TOWN OF VULCAN** FOR THE PURPOSE OF CLOSING TO PUBLIC TRAVEL AND CREATING TITLE TO AND DISPOSING OF PORTIONS OF A PUBLIC ROADWAY IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.

WHEREAS, the lands hereafter described are no longer required for public travel, and

WHEREAS, application has been made to Council to have the roadway closed, and

WHEREAS, the Council of the **TOWN OF VULCAN** deems it expedient to provide for a bylaw for the purpose of closing to public travel certain roads or portions thereof, situated in the said municipality and thereafter creating title to and disposing of same, and

WHEREAS, notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and

WHEREAS, Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw.


NOW THEREFORE BE IT RESOLVED that the Council of the **TOWN OF VULCAN** in the Province of Alberta does hereby close to Public Travel and creating title to and disposing of the following described roadways, subject to rights of access granted by other legislation.

THAT PORTION OF GOVERNMENT ROAD ALLOWANCE LYING BETWEEN SE ¼ 5-17-24-4 AND SW ¼ 4-17-24-4 CONTAINED WITHIN LOT 2, BLOCK 70, PLAN _____ CONTAINING 0.138 HECTARES (0.34 ACRES) MORE OR LESS EXCEPTING THEREOUT ALL MINES AND MINERALS AS SURVEYED BY DAVID AMANTEA, ALS. (Surveyor's File No. 15-12768).

Received first reading this 14th day of December, 2015.

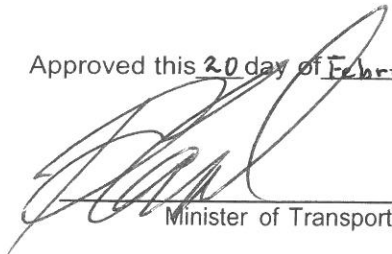


 Chief Elected Official

Seal


 Chief Administrative Officer

Approved this 20 day of February 2016



 Minister of Transportation

TOWN OF VULCAN
BYLAW NO. 1439-15

Received second reading this 14th day of March, 2016.

Chief Elected Official

Seal

Chief Administrative Officer

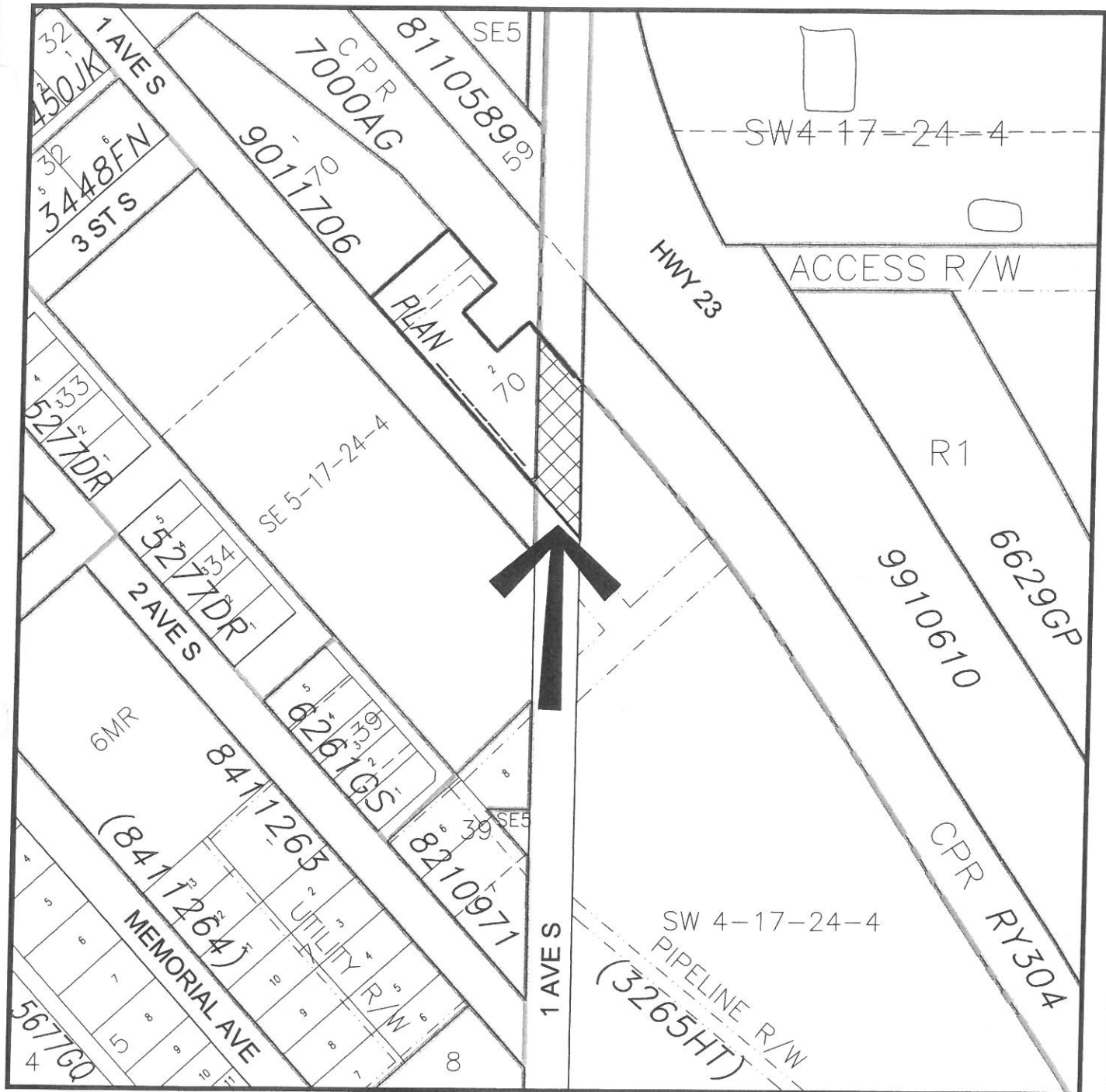
Received third reading and finally passed this 14th day of March, 2016.

Chief Elected Official

Seal

Chief Administrative Officer

Initials _____



**PROPOSED ROAD CLOSURE
SCHEDULE 'A'**



THAT PORTION OF GOVERNMENT ROAD ALLOWANCE
LYING BETWEEN SE $\frac{1}{4}$ 5-17-24-4 & SW $\frac{1}{4}$ 4-17-24-4

CONTAINED WITHIN LOT 2, BLOCK 70, PLAN _____ CONTAINING
0.138 HECTARES (0.34 ACRES) MORE OR LESS EXCEPTING THEREOUT
ALL MINES AND MINERALS

MUNICIPALITY: TOWN OF VULCAN

DATE: DECEMBER 1, 2015

Bylaw #: 1439-15

Date: _____



0 50 100 150 200
Metres



Town of Vulcan

Request for Decision (RFD)

Support of Resolution

Meeting: Regular Council
Meeting Date: **March 14, 2016**
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

SouthGrow and the Town of Vauxhall are preparing a grant submission under the Business Attraction and Showcase and Investment Plans.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

SouthGrow is asking for Resolutions of Support from as many of their partner members as possible. Attached is a workup on the project which will assist their members to have their own Investment Readiness plans in place.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council supports the Town of Vauxhall's application to Alberta Municipal Affairs Community Partnerships – Strategic Initiatives Program to assist with the Business Attraction Showcase and Investment Plans.

Initials show support -Reviewed by:

Director:


CAO

1. Project Title: BUSINESS ATTRACTION SHOWCASE AND INVESTMENT PLANS

2. Describe the project activities, scope, and expected tangible results.

Building on the success of a wide ranging Community Profiles project recently completed using funding provided by the local Regional Economic Development Agency and Invest Canada Community Initiatives grant, we will contract with that same REDA to provide a full day of access to various Provincial and Federal Business Attraction specialists to help communities to determine the best possible way to position themselves to attract investment into their locations. The day will consist of meetings with Investment Attraction managers that handle inquiries from outside Alberta so that the region can determine what type of inquiries are coming forward, and then a facilitated discussion with an international site selection group about Alberta and what is required to encourage investment into the province. Each municipality represented will end the day with additional tools to help them in their Investment Attraction prospecting and the group of municipalities will end up with an Investment Attraction plan for the region. Subsequent to the day, a team of specialists will work with each community to develop a Business Attraction plan.

3. How will the project outcomes respond to provincial priorities?

This project will assist communities in South Central Alberta with their Economic Development programs. As a region, we know that Economic Diversification is the key to long term success. This particular region is also rich in Agricultural production and part of the discussions will certainly centre around how to position ourselves to add value to our products so that we can export higher value goods. Another part of the facilitated discussion and future plan will also be how best to approach local entrepreneurs about investing in their own communities.

4. What are the anticipated short and long-term project benefits?

(a) Short-term:

in the short term, communities will have be able to have a plan with a better focus on potential Economic Development and Diversification projects that will assist them in attracting additional business investment into their regions.

(b) Long-term:

With communities having a better focus on Economic Development, it will give us a better chance to attract businesses to set up in Alberta and help diversify the economy.

5. How will project benefits be shared among the participating unicipalities/organizations in the region?

The participating municipalities will each be able to use their previously created profiles and the information gleaned from this meeting and the developed plan to develop a long term Business Attraction strategy. Using an International Site Selection team of specialists and a team of government business attraction specialists, each member in the region will have a specific plan on moving forward to help diversify their local economies.

RESOLUTION

At a regular meeting of _____
(Name of Municipality)

held on _____, 2016, the following Resolution was passed:

"BE IT RESOLVED THAT _____
(Name of Municipality)

supports the Town of Vauxhall's application to Alberta Municipal Affairs Community Partnerships - Strategic Initiatives Program to assist with the Business Attraction Showcase and Investment Plans.

Authorized Representative

Signature

Title

Dated

Town of Vulcan

Request for Decision (RFD)

Development Agreement – Town of Vulcan and McKay Estates

Meeting: Regular Council
Meeting Date: March 14, 2016
Originated By: Nancy Neufeld

BACKGROUND / PROPOSAL:

A Plan of Subdivision was submitted to the Vulcan Subdivision and Development Authority and the Authority has approved the Plan of Subdivision.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The above subdivision was approved on condition with one of the conditions being the provision of a Development Agreement.

Attached is a draft copy of the proposed Development Agreement.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves the Development Agreement for this subdivision.

Initials show support -Reviewed by: _____

Director: _____



CAO

MEMO

TO: Town Council
FROM: Nancy Neufeld/Development Officer
DATE: March 3, 2016

RE: Subdivision 2015-0-203 – Re subdivision of Plan 0411321 Block 1 Lot 7 within NW ¼ 32-16-24-W4M – to create a 2.28 acre (0.92ha) lot, from a title of 4.56 acres (1.84ha) for residential use.

The above subdivision has been approved on condition with one of the conditions being the provision of a Development Agreement.

The Development Agreement herein provides for the provision of water to the two subdivided lots, driveway access standards and provision of septic services.

Council is asked to approve the development agreement for this subdivision.

Attached is a draft copy of the proposed agreement.

DEVELOPMENT AGREEMENT

DATED THE ____ DAY OF MARCH, A.D. 2016

BETWEEN

THE TOWN OF VULCAN

-and-

MCKAY ESTATES LTD.

BOX 1091

VULCAN, AB T0L 2B0

CONTAINING: 4.56 Acres more or less, and

2 Country Residential Lots

MEMORANDUM OF AGREEMENT made in triplicate this _____ Day of March A.D., 2016

BETWEEN:

THE TOWN OF VULCAN, Municipal Corporation
in the Province of Alberta (hereinafter referred
to as the "the Town",

OF THE FIRST PART

-and-

MCKAY ESTATES LTD. of the Town of Vulcan
(hereinafter referred to as "the developer")

OF THE SECOND PART

PREAMBLE

WHEREAS the Developer is the Owner of the lands situated in the Town of Vulcan, Province of Alberta Lots 8 & 9 Block 1 Plan _____, Town of Vulcan outlined in green (hereinafter called, "the subdivision"), on the plan attached hereto as Schedule "A", and forming part hereof:

AND WHEREAS the developer, subject to the approval of the council of said Town, proposes to install and construct utilities in that portion of the Subdivision and adjoining properties shown outlined in red (hereinafter called the "Development Area") on the Plan attached hereto as Schedule "A" and forming part hereof:

AND WHEREAS the Developer has submitted to the Vulcan Subdivision and Development Authority and the Authority has approved the Plan of Subdivision, which conditions and terms of approval are attached hereto as Schedule "B" and forming part hereof.

NOW THEREFORE THIS AGREEMENT WINTNESSETH AND THE PARTIES HERETO AGREE AS FOLLOWS:

1. GENERAL

In consideration of the Town allowing the within development to proceed, the Developer hereby undertakes and pledges to comply with the terms of the within agreement:

- a) The Developer is hereby authorized, subject to the terms and conditions hereinafter contained, to develop only that portion of the Subdivision outlined in red on the attached plan.
- b) No construction or development of any kind shall take place in or around the Development Area without application having been made to the Town, and its written permission having first been obtained. This agreement does not constitute a Development Permit or any other permit or agreement of the Town.

- c) These terms and conditions set out in the preamble to this Agreement form part of the agreement between the parties hereto.

2. PLANS OF SUBDIVISION

- a) The final plans of subdivision, easements, and utility rights-of-way and maintenance or access easement plans, road plans, general utility easement agreements, restrictive covenants and maintenance or access easement agreements, shall all require the approval of the Town, and any other government authority having jurisdiction, followed by registration in the South Alberta Land Registration District in Calgary, Alberta, which must be obtained by the Developer.
- b) Changes to the construction plans as previously agreed to by the Town and the Developer may not be changed without approval of the Town.
- c) The Developer agrees during the course of this agreement to provide such copies of plans of the items set out in this agreement to the Town as it reasonably requires.

3. AGREED STANDARDS, WORKMANSHIP AND COMPLIANCE WITH CODES

- a) The Developer acknowledges that he is familiar with the Town of Vulcan designs and specifications in this behalf, and agrees that all plans, materials and workmanship installed or to be performed by the Town on behalf of the Developer and by the Developer on his own behalf shall conform to the Town's current requirements. The Developer further agrees to perform all work in strict conformance with proper and accepted engineering practices, and in accordance with any requirements of law and codes applicable to the work.

4. CONSTRUCTION PLANS & SPECIFICATIONS

- a) Changes in the Work – If during the progress of the work, departures seem to be desirable from the approved construction plans or specifications, the Town and the Developer shall agree to the changes and the Town shall have the right of final determination to any changes.

5. INSPECTION PRIVILEGES

The Developer shall grant to the Town, and its duly accredited representative, free and uninterrupted access to any and all parts of the Development Area for the purpose of making inspections and taking samples of materials being used in the utilities and improvements being installed. If any materials, design or installation work does not conform to the Town Specifications and Standards, the Town may immediately stop any work and order removal of unsatisfactory materials from the area.

It is not incumbent upon the Town to exercise its privilege of inspection nor is the Town under any obligation to discover and advise the Developer of any items or non-compliance during the performance of the work. The Town on behalf of the Developer shall maintain and provide inspection services. The Developer shall be responsible to perform all tests and inspections required.

6. RELOCATION OR ADDITION OF UTILITIES

The Developer shall be responsible to construct and pay all costs arising from the relocation of any existing utilities or improvements necessitated by construction pursuant to this agreement.

7. APPROVAL BY THE TOWN

The approval of drawings and/or supporting documents given by the Town of its representative does not relieve the Developer of his responsibility to ensure that all work pursuant to this Agreement done or to be done by the Developer is in accordance with current practice and is technically acceptable, nor does it relieve him of the responsibility and obligation to remedy subsequently discovered omissions and/or discrepancies.

8. USE OF PUBLIC WAYS IN PERFORMANCE OF THE WORK

Developer's right to work – The Town grants to the Developer the right, permission and power to use, break-up, dig, trench or excavate adjacent to the Development Area, and otherwise to such work as may be necessary to lay and operate water lines forming part of the work of the Developer as may be necessary for the purposes of this Agreement, Provided:

- a) That the performance of such work shall adhere strictly to the requirements of the Town;
- b) That the Developer shall do as little damage as possible in the performance of such work, and will cause as little obstruction to such public places as possible;
- c) That upon completion of such work the Developer shall restore all such public places to a condition and state of repair equivalent to what which prevailed prior to the performance of such work, and shall maintain such restored portions or such public places for a period of two (2) years after completion, ordinary wear and tear and third party damage excepted, and further that such restoration shall include the replacement and maintenance of grass, trees and shrubs as applicable. If grass, trees or shrubs die within this period the replacement shall be during the next planting season even if the season is beyond the two (2) year period.
- d) That the Developer shall indemnify and save harmless the Town from and against all losses, costs, claims, suits or demands of any nature which may arise by reason of the negligence of the Developer in such public place.

SANTITARY SEWERS

9. INSTALLATION

Lots 8 & 9 Block 1 Plan _____ to be serviced by separate Private Sewage Treatment Systems in compliance with Private Sewage Standards of Practice.

All residences or other facilities requiring sanitary sewers are required to connect to the municipal sewer system once the system is available at the development.

STORM SEWERS

10. DRAINAGE DURING DEVELOPMENT

The Developer, at no expense to the Town, during the Development of the Development Area, shall control the storm water runoff, sedimentation and erosion within the Development Area for the disposal of all storm water in and from the Development Area and storm water which may be cut off from its natural drainage course by the development and save harmless the Town and the owners of adjacent properties and such other parties from any losses or damage which the Town and such parties may sustain as a result of the storm water runoff which may arise during the development of the Development Area.

WATER

11. This agreement allows for one water line installation and connection to Lot 8 Block 1 Plan _____ and one water line installation and connection to Lot 9 Block 1 Plan _____. Connection to Twin Valley Regional Water Commission line as per Memorandum of Understanding dated September 1, 2015.

LOT ACCESS

12. CONSTRUCTION

The Developer shall provide one access for Lot 8 Block 1 Plan _____ and one access to Lot 9 Block 1 Plan _____ with development of driveways to specifications as set by Vulcan County.

STREET LIGHTING AND ELECTRIC POWER, NATURAL GAS, TELEPHONE AND CABLE TV

13. The Developer shall at no cost to the Town make arrangements for electrical, natural gas, telephone and cable TV within the development as required.

EASEMENTS AND RESTRICTIVE COVENANTS

14. UTILITY EASEMENTS AND RIGHT-OF-WAY

The Developer agrees to prepare maintenance and access agreements as are required by the Town for the conditions of this subdivision.

15. COSTS

The Developer shall pay all fees and cost associated with the preparation of easements, right-of-way, and maintenance and/or access easements or removal of same.

CONSTRUCTION COMPLETION CERTIFICATES

16. DEFINITION OF CONSTRUCTION COMPLETION

A utility or improvement shall be considered "complete" when in addition to all other qualifications contained within the Agreement, the following conditions have been met:

- a) Water – the service lines have been installed to the approved grades, tested, inspected, backfilled and disinfected to the satisfaction of the Town, and are ready for the supply of water to the public; all the main and service connection valves and curb boxes and other appurtenances are operable and undamaged and at the elevations which are satisfactory to the Town.

- b) Driveways – as constructed to Vulcan County standards

SPECIAL CLAUSES

17. WAIVER

A waiver by either party hereto of the strict performance by the other of any covenant or provision of this Agreement shall not of itself constitute a waiver of any subsequent breach of such convenient or provision, or any other covenant, provision or term of this Agreement.

18. FURTHER DOCUMENTS

Both parties shall execute and deliver all further documents and assurances necessary to give effect to this agreement and to discharge the respective obligations of the parties.

19. TIME IS OF ESSENCE

Time shall be of the essence of this Agreement.

20. FORCE MAJEURE

Neither of the parties shall be deemed to be in default in respect of non-performance of its obligations under this Agreement if and so long as the non-performance is due to strikes, lockouts, fire, tempest or acts of God or the Queen's enemies beyond its control, and all time periods shall be extended by one day for each day of delay but such above causes from lack of finances shall in event be deemed to be a cause beyond a party's control.

21. NON-ASSIGNMENT OF AGREEMENT

This Agreement shall not be assignable by the Developer without the prior written approval of the Town which approval shall not be unreasonably withheld. It shall, however, be a condition to the Town granting this approval, that the proposed assignee provide the Town with evidence satisfactory to the Town, that he has or can comply with the provisions of the Agreement. An assignment shall be deemed to have occurred if the Developer is a limited company and sufficient shares are issued or transferred to change effective control of the company.

22. DEVELOPER'S COVENANT

- a) The Developer covenants, undertakes and agrees that the conditions, terms and provisions of the Agreement shall be deemed to be:
 - i) Covenants running with the development;
 - ii) Conditions authorizing the development and subdivision of the lands;

And shall be binding upon the Developer and its successors-in-title. Prior to and after the execution of a Developer's agreement for the Subdivision Area, the Developer shall extract the same covenants as are herein contained from any person to whom it may in any way convey such subdivision area or any undivided interest, other than lots, so that the said

covenants shall run with such subdivision area, and the terms, conditions and provisions of this Agreement shall be enforceable by the Town in the same manner and to the same extent as any other restrictive covenant filed by way of caveat pursuant to the provision of the Act. No such conveyance of such subdivision area or any undivided interest therein shall operate so as to release the Developer from its obligations and covenants herein. The town may file a caveat to protect its interests herein, provided, always that the covenants shall cease and determine when all conditions herein have been satisfied.

- b) Upon all conditions herein being satisfied respecting any portion of the Development Area, the Town shall discharge any caveat or other instrument, upon demand, from such portion of the development lands.

23. TRANSITION

Except where legislation is enacted by the Legislative Assembly of the Province of Alberta specifically negating this Agreement or any provision, this Agreement will continue in full force and effect in accordance with its terms until the development of the land has been completed.

24. COMPLIANCE WITH PROVINCIAL LEGISLATION, ETC.

The Developer shall, at all times, comply with all valid provincial legislation and regulations and municipal by-laws and regulation relating to the development of the Development Area by the Developer.

25. GENERAL

The validity and interpretation of this Agreement, and each article and part thereof, shall be governed by the laws of the Province of Alberta. If any term, covenant or condition of this Agreement or application thereof, to any thing or circumstance shall to any extent be invalid or unenforceable, the remainder of this Agreement or application of such term, covenant or condition to any thing or circumstance other than those to which it is held as invalid or unenforceable shall not be affected thereby and each other term, covenant or condition of this Agreement, shall be valid and shall be enforced to the fullest extent permitted by law. In the event that any provision contained herein or the application of any provision conflicts with, contravenes, contradicts or is inconsistent with or gives rise to any conflict, contravention, contradiction or inconsistency with the terms, covenants, conditions, stipulations, provisions or reservations of any Developer's Agreement or any other matter arising out of the terms of this Agreement, then, the provisions of this Agreement shall prevail and wherever and whenever necessary or advisable the offending provision of any Developer's Agreement or other matter or thing shall be deemed amended so as to remove any such conflict, contravention, contradiction

or any inconsistency, and made to correspond with the provision of this Agreement. Neither the Town nor the Developer will initiate or assist any other person or persons in initiating any Court proceedings with a view to rendering this Agreement or any provisions thereof null and void.

26. NOTICES

Any notices to be given to the Developer hereunder may be mailed or delivered to the office of the Developer at:

Box 1091
VULCAN, AB
TOL 2B0

And to the Town either by mail or delivery to the:

Town of Vulcan
PO Box 360
312-2ND Street S
VULCAN, AB TOL 2B0

27. CHANGE OF ADDRESS

Either party may by notice in writing change its address for notice.

28. PREVIOUS AGREEMENTS

Any previous agreements made between previous registered owners of the lands described in preamble to this Agreement and the Town are null and void regarding development of these lands.

29. WHOLE AGREEMENT

The provision hereof are the whole of the terms of the Agreement between the Town and the Developer in respect of the matters referred to herein, all other agreements, whether verbal or in writing and not herein referred to or specified hereafter be null and void.

30. TIME LIMIT FOR EXECUTION

The Developer shall take particular note that he shall execute and deliver this Agreement to the Town within twenty-one days of the date of this Agreement, otherwise the offer by the Town to enter into this Agreement shall be null and void.

31. DEVELOPER'S RESPONSIBILITY FOR LEGAL COSTS

The Developer agrees that he is responsible for and will pay the Town within 30 days of being invoiced all legal costs, fees, expenses and disbursements incurred by the Town in negotiation, in the preparation of, in the execution of and throughout the performance and all collateral services required to complete this Agreement and to ensure the performance hereof.

The Developer further agrees that the charge by the Town's solicitors shall be subject to taxation against the Developer on a solicitor-client basis as provided for in the Alberta Rules of Court.

32. DEVELOPER'S RESPONSIBILITY FOR ENGINEERING/PLANNING COSTS

The Developer agrees that he is responsible for and will pay to the Town within 30 days of being invoiced all costs, fees, expenses and disbursements incurred by the Town for Professional Engineering and/or Planning services in the negotiation for, in the preparation of in the execution of and throughout the performance and all collateral services required to complete this Agreement and to ensure the performance hereof.

33. DEVELOPER'S RESPONSIBILITY DURING CONSTRUCTION

If, during construction of the development, the applicant, the owner of the development site, or any of their agents or contractors become aware of any contamination, the persons discovering such contamination shall forthwith report the contamination to Alberta Environment, the Regional Health Authority, and the Town of Vulcan.

IN WITNESS WHEREOF the Developer and Town have caused to be hereunto affixed their respective Corporate Seals attested by their respective proper officials in that behalf, the day and year first above written.

TOWN OF VULCAN

Box 360

Vulcan, AB

T0L 2B0

Mayor

Chief Administrative Officer

Box 1091

Vulcan, AB

T0L 2B0

McKay Estates Ltd.

Town of Vulcan

Request for Decision (RFD)

Local Improvement Tax – 100 & 200 Block – 2nd Street South

Meeting: Regular Council
Meeting Date: **March 14, 2016**
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

Administration has developed a Local Improvement Plan for Block 100 and 200 2nd Street South outlining the cost for paving and infrastructure improvements over a 25 year period.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Administration is requesting Council to review the Local Improvement Plans for paving and infrastructure at the Blocks of 100 and 200 2nd Street South that Administration is proposing.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves the Local Improvement Plan as presented and directs Administration to present these plans to the affected home owners for feedback.

Initials show support -Reviewed by: _____

Director: _____

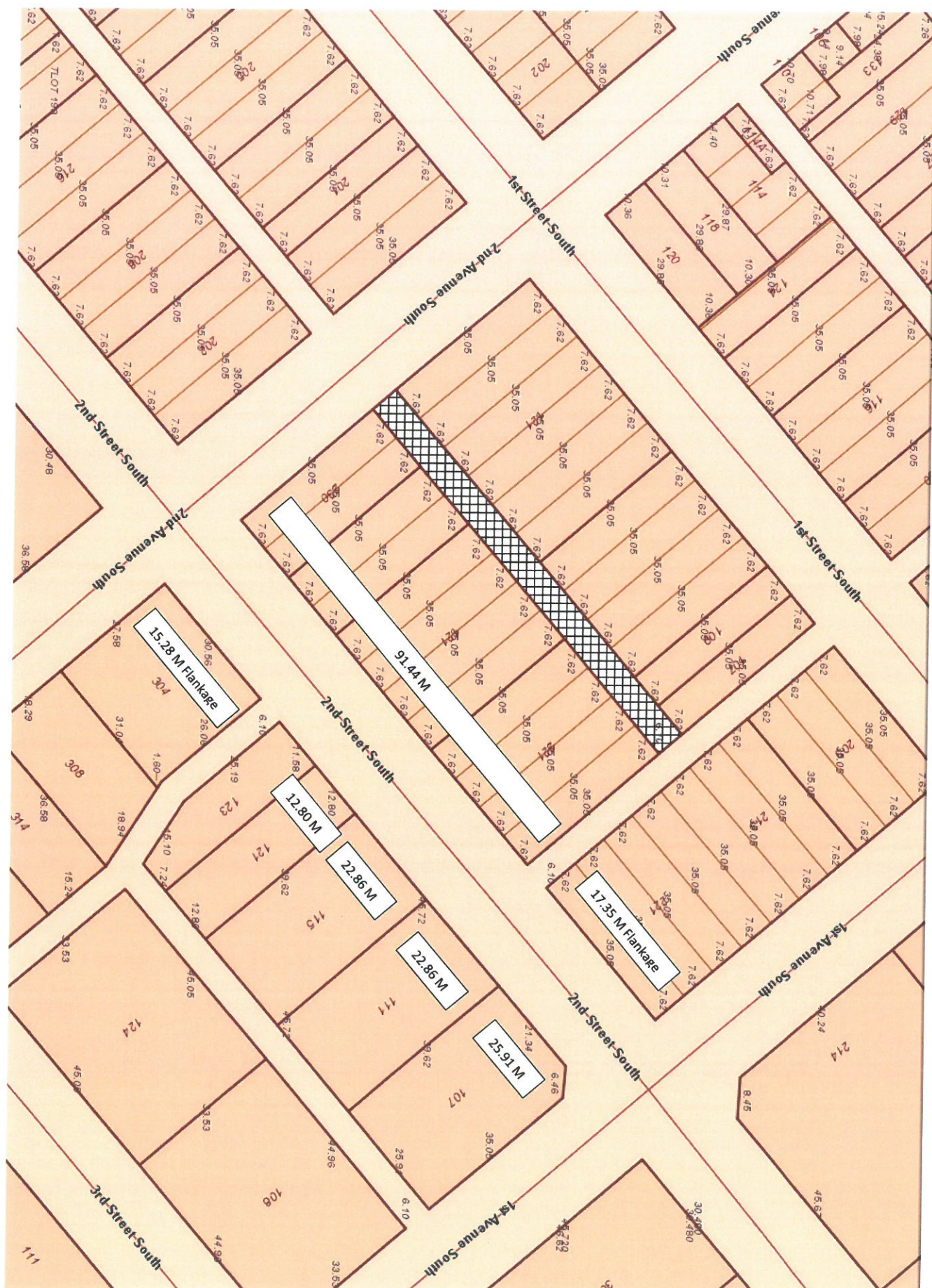


CAO

Local Improvement Plan
(LI Cost)
2nd Street South Paving and Infrastructure
25 Years

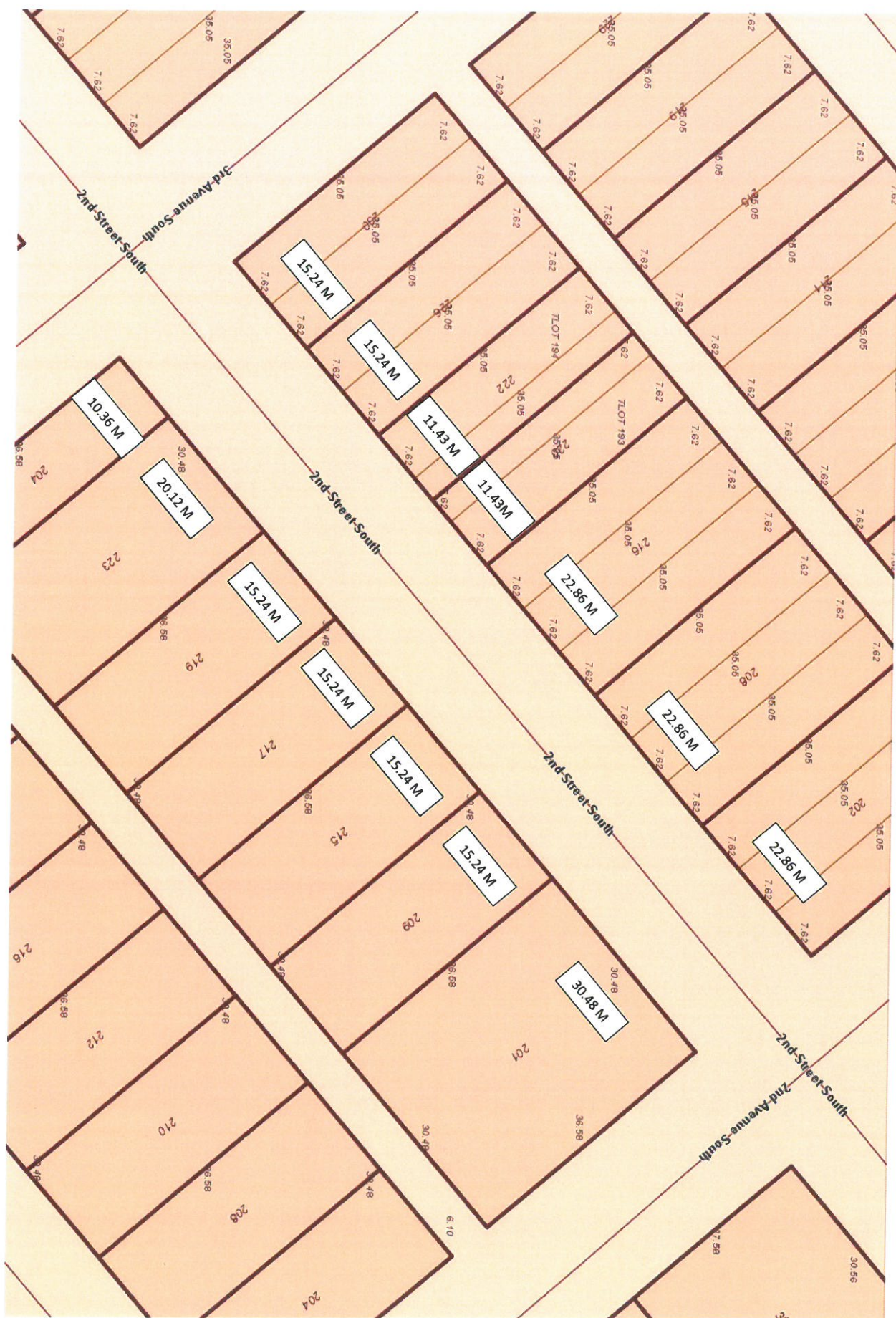
100 Block									
1	Lot	Block	Plan	Civic	Front/Flank	LI Cost	COB	LI Yearly	
	10	4	7000AG	213-221 1st Ave S	17.53	\$ 13,443.34	\$ 6,087.73	\$	781.24
	11 to 22	4	7000AG	121 1st St S	91.44	\$ 70,123.17	\$ 31,754.83	\$	4,075.12
	1	32	6489GI	304 2nd Ave S	15.28	\$ 11,717.87	\$ 5,306.36	\$	680.97
	2	32	6489GI	Town Lot	11.58	\$ 8,880.43	\$ 4,021.45	\$	516.07
	3	32	6489GI	121 2nd St S	12.80	\$ 9,816.02	\$ 4,445.12	\$	570.45
	SW 75' of 2	32	450JK	115 2nd St S	22.86	\$ 17,530.79	\$ 7,938.71	\$	1,018.78
	NE 75' of 2	32	450JK	111 2nd St S	22.86	\$ 17,530.79	\$ 7,938.71	\$	1,018.78
	1	32	450JK	107 2nd St S	25.91	\$ 19,869.77	\$ 8,997.90	\$	1,154.71
2	Total Frontage/ Flankage				220.26				

	Project Cost	\$	675,648.75						
3	25%	\$	168,912.19						
4	Cost per Meter	\$	766.88						
5	Cost of borrowing	\$	76,490.81	220.26	\$	347.28	\$	13.89	per meter
6	Yearly assessment to all properties	\$	3,059.63						
	Total cost per meter for 25 years						\$	44.57	per meter



Local Improvement Plan
(LI Cost)
2nd Street South Paving and Infrastructure
25 Years

200 Block								
1	Lot	Block	Plan	Civic	Frontage	LI Cost	COB	LI Yearly
	8	21	9834GF	201 2nd St S	30.48	\$ 18,707.07	\$ 8,466.24	\$ 1,086.93
	NE 1/2 of 7	21	9834GF	209 2nd St S	15.24	\$ 9,353.54	\$ 4,233.12	\$ 543.47
	SW 1/2 of 7	21	9834GF	215 2nd St S	15.24	\$ 9,353.54	\$ 4,233.12	\$ 543.47
	NE 1/2 of 6	21	9834GF	217 2nd St S	15.24	\$ 9,353.54	\$ 4,233.12	\$ 543.47
	SW 1/2 of 6	21	9834GF	219 2nd St S	15.24	\$ 9,353.54	\$ 4,233.12	\$ 543.47
	NE 66' of 5	21	9834GF	223 2nd St S	20.12	\$ 12,348.63	\$ 5,588.61	\$ 717.49
	SW 34' of 5	21	9834GF	204 3rd Ave S	10.36	\$ 6,358.44	\$ 2,877.63	\$ 369.44
	1 to 3	5	7000AG	202 2nd St S	22.86	\$ 14,030.30	\$ 6,349.68	\$ 815.20
	4 to 6	5	7000AG	208 2nd St S	22.86	\$ 14,030.30	\$ 6,349.68	\$ 815.20
	7 to 9	5	7000AG	216 2nd St S	22.86	\$ 14,030.30	\$ 6,349.68	\$ 815.20
	10 and PT 11	5	7000AG	220 2nd St S	11.43	\$ 7,015.15	\$ 3,174.84	\$ 407.60
	12 and PT 11	5	7000AG	222 2nd St S	11.43	\$ 7,015.15	\$ 3,174.84	\$ 407.60
	13 to 14	5	7000AG	226 2nd St S	15.24	\$ 9,353.54	\$ 4,233.12	\$ 543.47
	15 to 16	5	7000AG	230 2nd St S	15.24	\$ 9,353.54	\$ 4,233.12	\$ 543.47
2	Total Frontage				243.84			
	Project Cost		\$	598,626.25				
3	25%		\$	149,656.56				
4	Cost per meter		\$	613.75				
5	Cost of borrowing		\$	67,729.94	243.84	\$ 277.76	\$	11.11 per meter
6	Yearly assessment to all properties		\$	2,709.20				
	Total cost per meter for 25 years						\$	35.66 per meter



Town of Vulcan

Request for Decision (RFD)

Youth Activation Pass Program (YAPP)

Meeting: Regular Council
Meeting Date: **March 14, 2016**
Originated By: Bonnie Ellis

BACKGROUND / PROPOSAL:

The Vulcan & District Vulcan Recreation Committee discussed the Youth Activation Pass Program (YAPP) which would provide free recreation memberships to the Vulcan Pool for all grade 7 and 8 students from CCHS.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The intent of the YAPP program is to provide opportunities to youth to be more physically active. The program would be a two year pilot beginning May 2016 and ending August 2017.

COSTS / SOURCE OF FUNDING (if applicable):

There will be no extra cost to the Town as the regular pool passes printed in a different color will be used to track the usage. As parents still need passes for other children the Town will probably not see a change in income.

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves the Recreation Committee's recommendation that the YAPP membership program be put into use beginning May 2016 and ending August 2017 and that seasonal passes be provided to eligible students (grades 7 & 8) from CCHS.

Initials show support -Reviewed by: _____

Director: _____


CAO



MEMO

To: Vulcan County Council
From: Bonnie Ellis, Director of Recreation
Re: YAPP Program
Date: March 7, 2016

Dear Council,

The Youth Activation Pass Program (YAPP) would provide free recreation memberships to the Vulcan Pool to all grade 7 and 8 students from CCHS. The program would be a two year pilot beginning May 2016 and ending August 2017.

The intent of the YAPP program is to provide opportunities for youth to be more physically active. The hope is that it will help create healthy habits and behaviors that will positively impact them throughout their lives. Through YAPP we remove financial barriers to participation, thereby providing youth with an easy opportunity, and a safe place, to be active. They will be engaged in good activities and become invested in the community.

This program has been in Brooks it has been shown that since the program began, there has been a significant increase in the number of youth passes that have been scanned at the Lakeside Leisure Centre compared to the same period the past 2 years.

This program was discussed in the March committee meeting of the Vulcan and District Recreation Committee and all agree that this would be a great project to pursue.

There will be no extra cost to the town for this as we will print off our regular pool passes just in a different colour so we can track the usage. It is estimated that the town will probably not see a change in income for the pool as parents will still need a pass for other children and they will likely purchase swim lessons also. This program will be able to cover not only the Vulcan and District Recreation area but also those other recreation areas that already make use of the Vulcan pool.

RECOMMENDATION

Therefore, I recommend that the YAPP membership program be put into use beginning May 2016 and ending August 2017 and that seasonal passes be provided to eligible students (grades 7 and 8) from CCHS.

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

Respectfully Submitted,

Bonnie Ellis
Director of Recreation and Community Services
Town of Vulcan

Town of Vulcan

Request for Decision (RFD)

vTV – Bimonthly Updates from Mayor and Council

Meeting: Regular Council
Meeting Date: **March 14, 2016**
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

At the February 22, 2016 Regular Council Meeting vTV attended as a delegation. They had requested that the Mayor and or Councillors support the community channel on vTV by providing video updates of the Regular Council Meetings.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

vTV is suggesting that video updates by the Mayor and or Councillors be done on a bi-monthly basis following the Regular Council Meetings. The meeting would be captured on a mobile devise supplied by vTV and the file would be forwarded back to Gail at vTV.

COSTS / SOURCE OF FUNDING (if applicable):

There is no cost involved in this process.

RECOMMENDED ACTION:

Moved by Councillor _____ THAT

Initials show support -Reviewed by: _____

Director:


CAO



March 10, 2016

Town of Vulcan
PO Box 360
Vulcan , Alberta
T0L 2B0

Attention : Mayor and Council

As a follow up to vTV's request for the Town of Vulcan , Mayor and Councillors to support the community channel on Vulcan Television Network please note the following;

Ideally we would like the update to come from the Mayor but having said that any of the councillors could provide the same. We believe this is a effective way to connect the community to their elected officials.

We suggest bi-monthly reports following the regular council meetings.

A designated council member is capable of capturing this information on a mobile device and then forwarding the file to me for further edit and upload.

There is no cost involved in showcasing community information on vTV the only commitment is time.

Your support behind the scenes has been greatly appreciated. And now it is time to make your support and your voice heard within the community .

A common complainant is a lack of information , and this would be an effective way of keeping people informed. Another big advantage is that it doesn't matter where people are , or seasonally reside this information is easily accessed from any mobile devise anywhere , anytime.

I just want to say in advance thank you for your participation and we look forward to hearing from you soon.

Regards Gail Wark
Managing Director
Vulcan Television Network
gail@vulcantv.ca
vulcantv.ca
403-485-0373

Town of Vulcan

Request for Decision (RFD)

Rescind Policy A-5 Liability Non Owned Automobiles

Meeting: Regular Council
Meeting Date: **March 14, 2016**
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

Town of Vulcan Policy A-5 Liability Non-Owned Automobiles has been in place since 1985.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Teresa Smith, Accounts Clerk contacted Jubilee Insurance regarding Policy A-5 and they recommended that this Policy be rescinded immediately. The insurance through Jubilee will not pay to either defend or settle any claims brought against the employee using their own vehicle.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council rescinds Policy A-5 Liability – Non-Owned Automobiles.

Initials show support -Reviewed by: _____

Director: _____


CAO

From: Teresa Smith [<mailto:tsmith@townofvulcan.ca>]

Sent: March 10, 2016 10:29 AM

To: Debora Depeel <debora@aamdc.com>

Subject: Question Regarding Old Insurance Policy

Hi Debbie,

Attached is a copy of an insurance policy the Town has had in place since 1985. We are wondering if we still need such a policy to protect ourselves or if this policy is no longer required. I guess we are assuming that everyone must carry liability insurance now a days.

Could you please take a look and let me know what you think of this policy and why we would have had it to begin with and if it is necessary any more.

Thanks.

Teresa Smith
Accounts Clerk
Town of Vulcan
tsmith@townofvulcan.ca
PH: 403-485-2417
FAX: 403-485-2914

TOWN OF VULCAN

TITLE: Liability - Non-Owned
Automobiles

POLICY NUMBER: A-5

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

**SUPERSEDES
POLICY NUMBER:**

**SUPERSEDED BY
POLICY NUMBER:**

STATEMENT:

In order to clarify who is insured under the Town's Master Comprehensive General Liability Insurance Policy when non-owned automobiles are used on Town business by Town employees, liability insurance coverage shall be provided by the Town in accordance with Schedule "A" attached hereto.

RESOLUTION

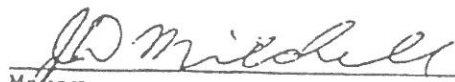
WHEREAS, persons employed by the Town of Vulcan are sometimes called upon by the Town to use a motor vehicle within the scope of their employment to transport persons;

AND WHEREAS, the employee may not have any insurance coverage, or such insurance coverage as the employee may have may not cover a liability imposed by law upon the employee for bodily injury or death to persons who are being transported by the employees within the scope of his or her employment and arising directly from the use or operation of any automobile by the employee not owned in whole or in part by or licensed in the name of the Town of Vulcan; or the insurance coverage of the employee which does in fact cover the said liability imposed by law for bodily injury or death to persons referred to above may not be adequate in amount to meet any judgement against the employee in favour of any person on account of bodily injury or death to that person in the terms above;

THEREFORE, be it resolved that the Town of Vulcan assume the liability imposed by law upon each and every one of its employees for bodily injury or death to persons of the Town while such persons are being transported by the employee who is acting within his or her scope of employment with the Town of Vulcan,

and where such bodily injury or death to a person arises directly from the use or operation by the employee of any automobile not owned in whole or in part by or licensed in the name of the Town of Vulcan; provided that the Town of Vulcan assumption of liability as set out above in all circumstances is applicable only where:

- (a) Employee does not have insurance for the above said liability; or
- (b) The said liability set out above is not covered by insurance which the employee has in force; or
- (c) There is a judgement in excess of the amount covered by the employee's insurance with respect to the said liability set out above, in which case the Town of Vulcan shall only be responsible up to a maximum of the amount of such excess, such amount of such excess in no circumstances to exceed \$2,000,000 for damages for any one occurrence or accident, or series of occurrences or accidents resulting from one cause.


Mayor


Municipal Administrator

Date Passed - December 9, 1985

From: Darcy Hale [<mailto:darcy@aamdc.com>]
Sent: Thursday, March 10, 2016 10:55 AM
To: Teresa Smith <tsmith@townofvulcan.ca>
Cc: Debora Depeel <debora@aamdc.com>
Subject: FW: Town of Vulcan: Question Regarding Old Insurance Policy

Hi Teresa,

I highly recommend that you scrap this resolution immediately. I think who ever came up with the original policy misunderstood how the insurance coverage worked and thought they could just extend it to employees how they liked. However, the coverage could never be extended.

Auto liability is governed by statute in the Province of Alberta and is very specific in how it works. The owner of the vehicle involved is liable for any actions of that vehicle followed by the driver if they are not the owner. Non-Owned Automobile Liability is in place to protect the Town should they be sued regarding an incident. It DOES NOT provide coverage for the owner of the vehicle or the driver, even if they are Town employees and have been asked to use their own vehicle.

The insurance through Jubilee will not pay to either defend or settle any claims brought against the employee using their own vehicle. The employees own insurance needs to provide that coverage. This coverage is in place to protect the Town only.

If you follow the wording of the resolution the Town is accepting the liability and as Jubilee will not pay the Town would then have to. You are committing the Town's money to settling claims. I do not think that was the intention. Definitely get rid of this resolution.

What we recommend is that any employee who may be using their vehicle on behalf of town business, even if only a few times a year, inform their personal insurer. You want to make sure the employee's personal insurer is aware the vehicle may be used on behalf of the Town because if they are not the insurer have the right to deny the claim. If the employees personal insurer denies the claim they will have to defend themselves as the Town's policy will not pay to defend the employee in an automobile accident. Once the personal insurer is aware of the use of the vehicle they may charge additional premium but that is between the Town and the employee as to who will pay or if the employee will stop using their vehicle on behalf of the Town. And once the insurer is aware of the use they cannot deny the claim.

I have attached a letter that the employee can give to their personal insurer to make the process easier.

Let us know if you need anything else.

Take care,

Darcy Hale
Risk Management Advisor
Jubilee Insurance

Town of Vulcan

Request for Decision (RFD)

Management Reports

Meeting: Regular Council
Meeting Date: **March 14, 2016**
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

Management is to produce a report each month.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached are the following reports:

- (A) Chief Administrative Officer – Kim Fath
- (B) Development Officer – Nancy Neufeld
- (C) Public Foreman – Stew Birch
- (D) Director of Recreation and Community Services – Bonnie Ellis
- (E) Fire Chief – Aaron Grant

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

Moved by Councillor _____ THAT this Council receives for information the management reports for the period ending March 14, 2016.

Initials show support -Reviewed by: _____

Director: _____


CAO



ADMINISTRATOR'S REPORT

TO: TOWN COUNCIL

FROM: Kim Fath, CAO

DATE: March 9, 2016

EDF Solar Update

David Warner from EDF the company that is proposing the solar project outside Carmangay have provided an update on their proposal. They have also expressed interest in other projects in our area.

Seniors Housing

On March 7th Phil Salgado held a conference call with myself and Nancy to discuss the feedback that they received from the last open house. He also updated us on the position of his financial backers and the discussions with the potential lenders.

Axia

On February 25 Mayor Grant and I met with senior management from Axia along with Dwayne Hill and Lyle Magnuson of the Chamber of Commerce. Marilyn MacArthur with VBDS, and Sandra Scott representing vTV. The discussion was about the success and pitfalls of the project in Vulcan. The focus from Axia was how to stay engaged with Vulcan now that they have relocated their experience center to another community.

Solar Park

The public works department has been working to get a jump on the landscaping at the park. The approval has been forwarded to Fortis for the hook-up to the grid. Fundraising for additional park upgrades have been slow so far. Public works is hoping to start pouring pads for the benches and tables this week.

ADMINISTRATOR'S REPORT

Regional Emergency Management

On February 25th I met with Amanda Stapleton the new Emergency and Safety Coordinator, we started the process of working through the Towns risk assessment. She has reviewed our Emergency Management Plan and is currently making a list of possible amendments that will make it more compatible with the provincially developed CEMP (community emergency management program). On March 1st I attended a Regional Emergency Management Session in Lethbridge. It was very informative in regards to the new updates to the provincial program. Amanda will be ready to take on the role of DEM immediately following her successful probation period and possession of her home in the community. This should happen early April.

Meetings of Interest

CAC Meetings – Edmonton – February 10th&11th.
EDF Solar – Solar project discussion - February 17th.
Seniors Housing – Open House – February 22nd.
Joint Council Meeting – Town Office – February 24th.
Axia – Project Update/Continued Engagement – February 25th.
Regional Emergency Management Workshop - Lethbridge – March 1st.
Seniors Housing – Update Meeting – March 7th.

MANAGEMENT ACTIVITIES REPORT

Attached is the management activities report for the period of January 11th, 2016 to February 22nd, 2016.

Respectfully Submitted,



Kim Fath
Chief Administrative Officer

Management Activity Report

#	Subject	Meeting	Date	Motion No.	Action	By	Completion Date
1	ACE Grant Reserve Request	RC	11-Jan-16	16.006	Send Copy of Resolution to Recreation Director approving recommendation for \$10,000.00 to be drawn from the ACE grant reserve for the purchase of an outdoor cinema	KR/KF	
2	Vulcan Fire Department Capital Purchase Request	RC	11-Jan-16	16.007	Forward information to Vulcan County recommendation from Fire Chief to Vulcan County Council	KR/KF	12-Jan-16
3	Temporary Appointment to VBDS	RC	11-Jan-16	16.008	Forward letter to VBDS appointing Mayor Tom Grant to attend upcoming meeting as a temporary representative cc Kim Fath CAO	KR/KF	12-Jan-16
4	Amend Bylaw No. 1428-14	RC	11-Jan-16	16.009	Direct Administration to amend Bylaw No. 1428-14 Add to January 25, 2016 Agenda	KF	19-Jan-16
5	Whispering Greens Development Phase 3A&B Phase 4	RC	11-Jan-16	16.013/014	Send letter to 1134110 Alberta Ltd (Henry DeKort) and W. Vaile Engineering & Design Ltd.	KR/KF	13-Jan-16
6	Bylaw No. 1450-16 Borrowing Bylaw	RC	25-Jan-16	16.018-021	Sign Bylaw and send to ATB	KR/KF	27-Jan-16
7	Bylaw No. 1451-16 Amendment to Bylaw No. 1428-14	RC	25-Jan-16	16.022	Make necessary amendments to Bylaw No. 1428-14 Attach amended Bylaw 1451-16 to February 8, 2016 agenda	KF	26-Jan-16
8	ACP Application Regional Emergency Management Implementation Project	RC	25-Jan-16	16.023	Send copy of signed approved Resolution to Liza Dawber	KR	26-Jan-16
9	ACP Application Regional Urban Intermunicipal Development Plans Project	RC	25-Jan-16	16.024	Sent by Email as requested for two motions Third will be done at February 8 RC meeting	KF/KR	26-Jan-16
10	ACP Application Inter-Professional Healthcare Training Project	RC	25-Jan-16	16.025	Send copy of signed approved Resolution to Liza Dawber	KR/KF	26-Jan-16
11	2016 Capital Budget Request	RC	25-Jan-16	16.026	Advertise copy of tender in Vulcan Advocate	KR/KF	26-Jan-16
12	Seniors Housing Letter of Intent	RC	25-Jan-16	16.027	Send copy of resolution to Public Works Foreman Send notification to Westcastle that the extension of 120 days to Letter of Intent was approved Copy of Resolution to Development Officer	NN KR	26-Jan-16
BY: KF/Kim Fath NN/Nancy Neufeld SB/Stew Birch BE/Bonnie Ellis JMcC/ Janice McCallum/Campbell KR/Karen Rose							
#	Subject	Meeting	Date	Motion No.	Action	By	Completion Date
13	Whispering Greens Storm Water Pond Study	CW	3-Feb-16	16.004	Add to the February 8, 2016 Regular Council Meeting Agenda	KF/KR	4-Feb-16
14	ACP Application Regional Emergency management Implementation Project	RC	8-Feb-16	16.036	email signed motion to Liza Dawber, Grant Writer	KR/KF	9-Feb-16
15	Kyle Greene - Crowd Funding Program	RC	8-Feb-16	16.037	Send notice to Nancy Neufeld approving authorization for Kyle Greene to implement the Crowd Funding Program	KR/KF	9-Feb-16
16	Whispering Greens Storm Water Pond	RC	8-Feb-16	16.039	Direct BSEI to proceed with Study of Whispering Greens Storm Pond cc Nancy Neufeld, Janice McCallum-Campbell, Stew Birch	KR/KF	8-Mar-16
17	Canadian Badlands Conference & AGM	RC	8-Feb-16	16.040-41	Register Councillor Armstrong, Dow and DeBolt to attend convention in Drumheller	KR	22-Feb-16
18	Local Improvement Plan 2nd Street South	RC	8-Feb-16	16.045	Administration to develop a local improvement plan for 2nd Street South	KF	
10	Seniors Housing	RC	22-Feb-16	16.049	Draw up Letter of Disclosure for Nuvera to contact client list	KR/KF	
11	Local Improvement Policy	RC	22-Feb-16	16.054	Develop Local Improvement Policy and take back to March 14 Council Meeting	KR/KF	
12	Municipal Development Plan Committee	RC	22-Feb-16	16.055	Send Copy of Resolution to Nancy Neufeld, Development Officer approving a committee for Municipal Development	KR/KF	22-Feb-16
13	Municipal Development Plan Committee	RC	22-Feb-16	16.056	Place Advertisement in Advocate for Public Member-at-Large for MDP Committee cc Nancy Neufeld, Gavin Scott ORRSC	KR/KF	1-Mar-16
14	Vulcan & District Recreation Committee Member-at-Large Representation	RC	22-Feb-16	16.057	Place Advertisement in Advocate for three members-at-large to sit on Recreation Committee cc Bonnie Ellis	KR	1-Mar-16
BY: KF/Kim Fath NN/Nancy Neufeld SB/Stew Birch BE/Bonnie Ellis JMcC/ Janice McCallum/Campbell KR/Karen Rose							

MEMO

TO: Town Council
FROM: Nancy Neufeld, Development Officer
DATE: March 3/16, 2016

****See attached report re building permits issued, development permits issued, occupancies granted & new business licenses issued in February 2016.**

Seniors Housing

Second Open house hosted by Nuvera on February 22, 2016. NUVERA is reviewing the questionnaires received and the feedback from the open house.

Solar Park

Agreement has been signed with Fortis. Outside crew have been progressing with groundwork and irrigation.

Whispering Greens 3A & 3B – Fairways

Development Agreements will be provided for next Council meeting. One of the houses on the Fairways is ready for occupancy, however, same will not be granted until CCC's are in place, sewer lines flushed and videoed, water lines pressure tested and chlorinated.

Calgary Home & Garden Show

Dave & Coleen Dancey of Calgary won the door prize. Gathering feedback re improvements for next year. Both VBIT and VBDS have agreed to work with me throughout the coming year in producing a new video, i.e. will be taking new pictures of events throughout the coming year.

Subdivision Report – As of March 1, 2016

Subdivision 2015-0-203 – Town of Vulcan

To create a 2.28 acre (0.92 ha) lot, from a title of 4.56 acres (1.85ha) for residential use.
Plan 0411321, Block 1, Lot 7

- Application to ORRSC – Dec 14/15
- Notice to Application from ORRSC- Dec 16/15
- MPC – January 19/16
- ORRSC Approval on Condition – January 20/16
- ORRSC Final Approval – Pending
- Final Documentation from Land Titles – Pending

BUILDING PERMITS ISSUED FEBRUARY 2016 - NIL

DEVELOPMENT PERMITS ISSUED/APPLIED FEBRUARY 2016

DATE	PERMIT #	NAME	DEVELOPMENT DESCRIPTION	ZONE	CIVIC ADDRESS	APPROVED	MPC MOTION #	Post Until	Approval
Feb 4/16	D16.05	Generations Truck & Car Wash	Signage	C-1	115-2nd St S	Feb 5/16	N/A	Feb 18/16	Yes
Feb 5/16	D16.06	Danny Antoine	Home Occupation I	R-1	621-1st St S	Feb 5/16	N/A	Feb 18/16	Yes
Feb 18/16	D16.07	Thurber Mech	Home Occupation i	R-1	514-2nd St S	Feb 18/16	N/A	March 3/16	Yes
Feb 23/16	D16.08	Pristine Homes	New Residence	R-1	710 Fairways Drive	Feb 23/16	N/A	March 8/16	Yes
Feb 26/16	D16.09	Janice & Don Monts	Change of Use	C-1	133 Centre St	Pending MPC March 15/16			Pending
March 3/16	D16.10	Clayton Rutberg	Waiver of Fence Height	R-1	431-3 St N	Pending MPC April/16			Pending

OCCUPANCY PERMITS ISSUED FEBRUARY 2016

1401 Whispering Drive - Feb 17/16

325-1 St N – Feb 26/16

NEW BUSINESS LICENSES ISSUED FEBRUARY, 2016

DATE	LIC #	COMPANY NAME	TYPE OF BUSINESS	VULCAN CIVIC ADDRESS
Feb 4/16	949	Willms H&A	Heating, AC, etc	
Feb 9/16	950	Pretty Petals Floral Designs	Home Occ 1/Event Planner	208 Willow Road
Feb 12/16	951	DA Contracting	Home Occ 1/Contractor	621-1 St S
Feb 18/16	952	691257 AB Ltd	Trucking	112-4 St N

Town of Vulcan

Public Works

Month End Report

Month of: February 2016

Facilities:

- Arena side has been operating with very little trouble
- Curling rink operating with very little trouble
- Have been working on outside lights at tourist center. On February 11th we had a call to the tourist center about another fiber optics controller shorting out we isolated the controller and removed it this is the second one to fail and are having trouble finding parts for them . With the condition of the outside fiber optics lines I feel it is time to look into replacing the system I am presently looking into LED lighting and cost of replacement . Along with the lighting with the condition of the furnaces I am looking into possible having to replace one or both furnaces
- Cold storage construction has been completed. Have been contacted about the float moving into it and will stored here in March
- CLM distribution is starting work on the upgrade to the salt system at the pool. I have sent a letter to the recreation board in regards to the hot tub upgrade needed before we can operate this season
- Work on Virginia Mitchell shower building (painting, tiling) has been completed
- Work on repairing and painting picnic tables for the parks as well as the solar park has been completed
- Kost fire was in on February 16th and did annual inspection of fire extinguishers

Streets:

- Did monthly checks on street lights
- There still is some sidewalk work that has to be completed on 1st south from the McNally contract
- Snow removal from streets and walk ways (only twice due to warmer weather)
- With the warmer weather in February busy first part of the month flat blading streets and clearing areas of concern with water run off
- Received quote for paving water break patches from 2015 cost of approx. \$12,500.0 Solar park pathway \$20,000.00 cost will not very much depending on final tonnage

Water & Sewer:

- No issues

Water Plant (contracted)

- Had a couple of repair issues that are being addressed
- Public works conducted annual inspection of water plant and filters
- I am working with Cathy Dallmann on possible setting up a bulk chemical system and delivery for the coagulant .Which will cut chemical costs

Parks:

- Public works assisted placing the art work at the solar park on Feb 2nd. We also have been working on final landscaping in areas that we can and will be installing the irrigation main line in early March
- The dog park was opened to the public on Feb 8th. We had to do some minor changes to the fencing to make the park more useable for miniature dogs

Cemetery:

- One openings and closings

Equipment

- TJ Thurber has located a used head for the loader and hopefully will have it up and running soon
- The new half ton tender was awarded to County Chrysler in High River delivery expected mid-May
- The street sweeper is in Calgary being inspected by Joe Johnson equipment once it is back and weather permitting we will start street sweeping

Personnel:

- We conducted interviews for the laborer positions at the Facilities and outside crew. Grant Shaw has accepted the position for laborer in the facilities starting March 14th. Jordy Mclean has accepted the temporary laborer position with the outside crew starting April 4th.

- Kent Broere has started his training for landscape applicators license and will be attending Olds collage from March 7th to the 10th and write his exam in Lethbridge March 22nd
- Rob Davidson will be attending the Banff water and waste water seminar this March

Other:

-

Stewart Birch Town Foreman

March 2016

TOWN OF VULCAN RECREATION REPORT

Prepared By Bonnie Ellis Director of Recreation

MOVIE PROGRAMMING: had to purchase our own community license to show movies as we could not advertise while using the schools. This has set us back \$2100 but that will be recouped with movie admission and concession fees. Our movie screen has arrived and it is terrific. Channing and I put it up in the CRC and it is awesome. We can't wait to host our first movie on it. The only thing that is wrong it the speaker and sound board both have the same connection end so the cord needs to be female on both ends, were we to receive some connectors

POOL COMMITTEE: off to a successful start. We had 7 person around the table discussing the pool. They have decided as we did, to leave the pool in the central location of the pool block. We are looking at spacing. The committee asked me to contact Bodyworks and talk to them about their future needs as we are looking at possibly expanding the building site. I gave them the background on the state of the pool as it sits now and what possibilities are out there. We will be meeting the last Thursday of every month for our meetings.

GRANT: Volunteer Grant

COMMUNITY SIGN: no movement

SPRING AND SUMMER LEISURE GUIDE: Yeah we have finished and sent in our very first leisure guide for the spring and summer to be printed. The quotes for printing have come in we had 3 quotes staples \$\$304395, Goldhawk \$2940.00 , Sun Media \$2091.60 . We have gone with Sun Media for this addition and will work with Goldhawk to see if they could print our Fall/Summer (I have gone in and visited with them on this) we will be printing 1300 copies as opposed to the 800 first thought as the demand for ads was greater than we thought and therefore we will need more to drop off at those businesses.

STAFF DEVELOPMENT: I will be hitching a ride with the councillor that will be attending the Drumheller conference.

PROGRAMMING: Line dancing has ended, but the attendees would like it to run again. I talked with Brenda and we will look at running it in the fall. We have moved into our spring programs. We have been so busy with the guide but we are on schedule with our spring programs.

EVENTS/PROGRAMS: June is Park month will see us host an event along the walking path that will kick off the end of spring and the beginning of summer. Family day was attended by about 50 people. The weather was cool and cloudy those who attended were treated to hotdogs by the fire and Frisbee golf and colouring and puzzles by Rainbow Literacy. FCSS help out with staffing and supplying the cost of hot dogs. Floor hockey, basketball, youth night are all well attended.

SARA: Summer games in Lethbridge, no new news.

Meetings attended: Early childhood coalition. Recreation, FCSS, Webinar (Inclusive Recreation)

Leisure guide	Send out early March	
Valentine's Dinner and Dancing	February 13th	Cancelled due to lack of sells
In door Walking Program at CRC	Varying days Jan - Mar	Free
Movie	March 30 th	crc
AGM for soccer and baseball	March 17th	vpe



Vulcan Fire Department Office of the Fire Chief

March 9, 2016

Management Report

To the end of February 2016, Vulcan Fire Department has responded to the following:

Call Type	2015		2016	
	Town	Rural	Town	Rural
Fire Response				1
Grassland				
Rescue		2		1
Hazmat				
Gas Leaks				
MVC		1		3
Mutual Aid				
Medical Assist	3	2	5	3
First Response	1		2	1
Service Call				
False Alarm	1		3	1
Total Calls	5	5	10	10

First Response = No Ems from Vulcan

Total Calls to the end of February 2016–15

Total Calls to the end of February 2015- 15

General Operations

- As brought up to council in previous reports our Engine 183 is in need of replacement and I have brought to council that I still believe we should purchase an aerial apparatus. I have been informed that County council has chosen not to look at a joint purchase for an aerial apparatus on Stuart Larson's recommendation. Unfortunately I found out from reading Vulcan Advocate about Stuart Larson's recommendation and not from himself. Our CAO Kim Fath had given me a heads up that the County council had chosen not to look at the joint purchase before I read details in the Advocate. The information provided by Stuart Larson differs from my opinion, but everyone looks at things in a different manner. Just to clarify some details from the Advocate, operation costs and maintenance costs including training have been considered and in my opinion are



Vulcan Fire Department Office of the Fire Chief

operationally affordable and feasibly. It was stated in the Advocate that only one quote was used to establish pricing, this is an incorrect fact. I have been researching aerial apparatuses and considering the feasibility of the purchase of one for the past few years. The dollar value that was given was not to purchase a specific truck from a specific company, but to give a range of prices to potentially expect. This is the same process that the County has done with the fire engines that they are purchasing this year, have done in the past and I'm sure they will in the future. Before any decision has been made on the purchase of any fire apparatus with the Vulcan Fire Department (Town or Rural), have always done our research and got prices from at least 2 or 3 companies. I believe that we have to do our due diligence to find the right apparatus for the right price as we are spending taxpayer money. It may not necessary be the cheapest, but it is the right operational use at the best price point available. One last thing that I would like to comment on in regards to information in the Advocate is the comment made by Councilor Jason Schneider. He said County council should have a meeting with the Town instead of sending motions back and forth. This was brought up and asked of Stuart Larson in the fall. With discussion with our CAO Kim Fath, myself and Stuart Larson it was requested that we have a joint meeting with Town and County Councils to discuss this purchase and possible regionalization. This would have given both myself and Stuart the opportunity to give our opinions to both councils jointly so an open discussion could be held. Unfortunately Stuart Larson was not in favor of a joint discussion. I am looking at different options to purchase a used aerial as well as a leasing option for a new one, both having pros and cons, which I will discuss with Kim Fath in the near future. After we have replaced Engine 183 either with an Engine or an Aerial, we need to start planning for replacement of Engine 181 in 2025. I will discuss with our CAO Kim Fath a capital plan to ensure that council is aware as far in advance as possible of the Vulcan Fire Department capital needs.

Membership/Recruitment

- Our membership is now at 18 members and 2 junior members. We have one person has recently joined. There are 3 members who currently don't meet the minimum amount of training required to be active members on the dept. We will be looking at asking them to step down or take a leave of absence until such time as they are able to commit the required training time. We are still actively recruiting members for the Fire Dept.



Vulcan Fire Department Office of the Fire Chief

Training

- CPR and First Aid recertification will be held in the spring for those who require it.
- All members have now completed their ICS 100.
- We will be putting on an ICS 200 this winter 2016.
- There is an ICS 400 course which myself and 2 other members are taking in DeWinton.
- Ice rescue course will be held in March 2016 weather pending
- We will have 5 members continuing their NFPA 1001, level 1 program (Basic Fire Fighter Standard) in January; All 5 members who took their NFPA 472 Operations (Hazardous Material Operations) in January passed the course.
- We have trained 4 members from Station 18 are now able teach first aid and CPR, as well as enhanced medical training. With this training we will also be able to offer training to any Town or County employee at a reduced cost.

Fire Prevention/Public Relations

- Capt. Taylor Anderson has been working on social media plans; Vulcan Fire Department Facebook page is up and running. This will allow us to use social media to assist in Fire Prevention and Recruitment.
- We participated in the Family Day celebrations put on by Vulcan Recreation.

Respectfully,

Aaron Grant,

Fire Chief, EMT-A

Vulcan Fire Department

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