

**AGENDA FOR THE REGULAR MEETING OF COUNCIL
TO BE HELD IN THE TOWN OF VULCAN COUNCIL CHAMBERS
ON MONDAY, JANUARY 26, 2015
COMMENCING AT 7:00 PM**

PUBLIC HEARING

CALL TO ORDER

1.0 Call to Order:

2.0 Public Hearing:

3.0 Delegations:

3.1 Nathan Cross – Alberta's Promise Initiative

4.0 Adoption of Agenda

4.1

5.0 Adoption of Previous Minutes

5.1 Regular Council Meeting Minutes – January 12, 2015

6.0 Unfinished Business

6.1 Council Planning Session

6.2 Employment Settlement Agreement

7.0 Financial Statements - NIL

8.0 Correspondence and Information Items

8.1 Correspondence and Information Items

9.0 Committee and Administrative Reports

9.1 Committee and Administrative Reports

11.0 New Business

- 11.1 VulCon 2015 – Vulcan Tourism
- 11.2 Rescind Policy A-4 Deputy-Mayor's Schedule
- 11.3 Amend Policy A-15 Fire Chief Honorarium
- 11.4 Amend Policy A-20 – Organizational Chart
- 11.5 Request to Host 2016 or 2017 Southern Alberta Summer Games
- 11.6 Canadian Badland Tourism and Development Conference and AGM
- 11.7 Volunteer Appreciation Week 2015

12.0 Notice of Motion

13.0 Management Reports - NIL

14.0 In-Camera

15.0 Adjournment

Town of Vulcan

Request for Decision (RFD)

Adoption of Previous Minutes Regular Council Meeting January 12, 2015

Meeting: Regular Council
Meeting Date: January 26, 2015
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

The Minutes of the Regular Meeting of Council, held in the Town of Vulcan Council Chamber on Monday, January 12, 2015 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, January 12, 2015 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, JANUARY 12, 2015**

PRESENT:

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

ABSENT:

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

2.0 Public Hearings – NIL

3.0 Delegations - NIL

4.0 Adoption of Agenda

Motion No.: 15.001

11.3 – Kinsmen Request
11.4 – Council Planning Session

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

5.0 Adoption of Previous Minutes

5.1 Regular Council Meeting Minutes

The Minutes of the Regular Meeting of Council, held in the Town of Vulcan Council Chamber on Monday, December 8, 2014 were presented to Council.

January 12th, 2014

Regular Council Meeting

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Initials

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Motion No.: 15.002

Moved by Councillor Paul Taylor THAT the Minutes of the Regular Council Meeting, held in the Town of Vulcan Council Chamber on Monday, December 8, 2014 be approved and read by each member of Council as amended.

CARRIED UNANIMOUSLY

6.0 Unfinished Business - NIL

7.0 Financial Reports - NIL

8.0 Correspondence and Information Items

- 8.1 The Correspondence and Information Items for the period ending January 12, 2015 was presented to Council to be received for information.

Motion No.: 15.003

Moved by Councillor Georgia-Lee DeBolt THAT the Correspondence and Information Items for the period ending January 12, 2015 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.: 15.004

Moved by Councillor Rick Howard THAT the minutes and/or verbal reports of Town represented Boards/Committees at the January 12, 2015 Town Council Meeting be received for information.

- ORRSC – General Board of Directors Meeting – Minutes - September 4, 2014
- Vulcan Regional Food Bank Society Meeting – Agenda – Minutes – November 27, 2014
- Vulcan & District Chamber of Commerce – Agenda – Minutes – December 1, 2014

- Communications Meeting – Agenda – Minutes – December 3, 2014
- Mayors and Reeves of Southwest Alberta – Agenda – Minutes – December 5, 2014
- Vulcan Business Development Society Meeting – Minutes – December 10, 2014

Verbal Reports:

- Councillor John Seaman
 - Recreation and Community Services
- Councillor Sue Dow
 - Vulcan Brand Innovation Team
- Councillor Paul Taylor
 - Municipal Planning Commission
- Councillor Rick Howard
 - Vulcan Chamber of Commerce
- Mayor Tom Grant
 - Communications Meeting
 - Foothills Regional Emergency Management Commission
 - Ambulance Transfer
 - Southern Alberta Energy from Waste Association

CARRIED UNANIMOUSLY

10.0 Bylaws - NIL

11.0 New Business

11.1 Wedding Service Recognition

A suggestion has been brought forward about wedding service recognition for weddings being held at the Vulcan Tourism Centre.

Councillor Sue Dow and Mason Dodds spoke to this matter.

Motion No.: 15.005

January 12th, 2014

Regular Council Meeting

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Initials

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Moved by Councillor Sue Dow THAT Council direct Administration to produce a Certificate of Recognition for being married in Vulcan.

CARRIED

11.2 Community Peace Officer Facebook Request

The Community Peace Officer would like to set up a Facebook page for Town of Vulcan Patrol Division.

The Community Peace Officer would like to use this page as another avenue to communicate with the residents. She would use this to post events, to compliment the Advocate's monthly column by adding any concerns or things she will be focusing on, and to help educate the residents.

Motion No.: 15.006

Moved by Councillor Sue Dow THAT Council supports the Community Peace Officer's request to set up a Facebook page for Town of Vulcan Patrol Division and that it is linked to the Town's website.

CARRIED UNANIMOUSLY

11.3 Kinsmen Request

The Vulcan Kinsmen Club and the Prostate Cancer Centre asked for permission to park the Man Van in front of the door leading into the Kinsmen room at the arena Thursday, February 5, 2015 from 3:30 pm to 6:30 pm.

Motion No.: 15.007

Moved by Councillor Rick Howard THAT Council approve the request from the Kinsmen Club and the Prostate Cancer Centre to park the Man Van in front of the door leading into the Kinsmen room at the arena on Thursday, February 5, 2015 from 3:30 pm to 6:30 pm.

CARRIED UNANIMOUSLY

11.4 Council Planning Session

Administration is recommending a Council Planning Session.

Motion No.: 15.008

Moved by Councillor Paul Taylor THAT Council direct Administration to organize a council planning session.

CARRIED UNANIMOUSLY

12.0 Notice of Motion - NIL

13.0 Management Reports

13.1 Management Reports

Management is to produce a report each month.

Attached are the following reports:

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

Motion No.: 15.009

Moved by Councillor Paul Taylor THAT this Council receives for information the management reports for the period ending January 12, 2015.

CARRIED UNANIMOUSLY

14.0 In-Camera

Motion No.: 15.010

Moved by Councillor Rick Howard THAT Council move in-camera at 8:02 p.m.

CARRIED UNANIMOUSLY

Mayor Grant called for a three minute recess.

The meeting reconvened at 8:05 p.m.

Motion No.: 15.011

Moved by Councillor John Seaman THAT Council move out-of-camera at 9:13 p.m.

CARRIED UNANIMOUSLY

15.0 Adjournment

The meeting was adjourned by Councillor Sue Dow at 9:15 p.m.

Tom Grant
Mayor

Kim Fath
Chief Administrative Officer

Town of Vulcan

Request for Decision (RFD)

Council Planning Session

Meeting: Regular Council
Meeting Date: January 26, 2015
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

To confirm a date for the upcoming Council Planning Session.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves the Council Planning Session be held on March 4 and 5, 2015.

Initials show support -Reviewed by:

Director:


CAO

Town of Vulcan

Request for Decision (RFD)

CAO Settlement Agreement

Meeting: Regular Council
Meeting Date: January 26, 2015
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

North and Company has provided a draft settlement agreement.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

Included in 2014 Operational Budget.

RECOMMENDED ACTION:

Moved by Councillor _____ THAT the Mayor execute the settlement agreement as provided by North and Company.

Initials show support -Reviewed by:

Director:

CAO

Town of Vulcan

Request for Decision (RFD)

Correspondence and Information

Meeting: Regular Council
Meeting Date: **January 26, 2015**
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

Attached is the list of Correspondence and Information for the period ending January 26, 2015.

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 January 26, 2015 be received for information.

Initials show support -Reviewed by: _____

Director: _____


CAO

Report on Miscellaneous Correspondence 8.1 (2) - January 26, 2015

A. Mayors & Reeves of Southwest Alberta

Letter to Mr. Hillyer about Bill C644 – Amend the Criminal Code and the Corrections and Condition Release Act

B. Oldman Watershed Council

Request for Membership Renewal

Mayors & Reeves of Southwest Alberta



January 17, 2015

Jim Hillyer, MP
255 – Eighth Street South
Lethbridge, AB T1J 4Y1

RE: Bill C644

Dear Mr. Hillyer:

Further to the discussion at the Mayors & Reeves Southwest Alberta meeting held on January 9, 2015, we support your private member's bill, Bill C644, and commend you on working to close the gap in our judicial system regarding problems with parolee violations.

We understand the difficulties encountered in getting a private member's bill passed in our democratic system; however, we do want you to continue with your efforts and we look forward to you being successful during the current sitting of the House of Commons. If an election occurs prior to your success we would anticipate that you would continue to promote this bill in the following House sittings by re-introducing the legislation.

On behalf of the Mayors and Reeves, thank you for bringing Bill C644 forward to protect the public. We appreciate your commitment to the well-being of safe and caring communities.

Yours truly,

Mayor George Bohne, Chair
Mayors and Reeves of Southwest Alberta



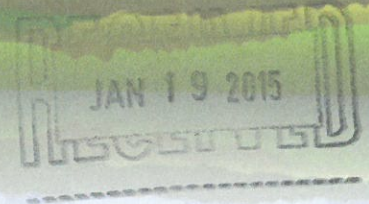
watershed management – watershed health

8.1.B
100, 5401 - 1st Avenue South
Lethbridge, AB T1J 4V6
Phone: 403-382-4239
Fax: 403-381-5765
info@oldmanbasin.org

www.oldmanbasin.org

January 15, 2015

Mayor Thomas Grant
Town of Vulcan
Box 360
Vulcan, AB T0L 2B0



Dear Mayor Grant and Councillors,

Thanks to your donations, since 2009 we've been running the Watershed Legacy Program to support restoration and education projects that improve water quality for urban and rural users and fish and wildlife habitat throughout the Oldman basin. Over the last 6 years we have provided \$125,000 for stewardship projects such as educational activities, riparian pasture fences, off stream watering units and weed control. Your contributions have gone a long way! Kilometres of stream banks have been restored, 2100 cattle have been kept out of streams, 1000 bags of weeds have been removed from stream banks and 1300 people have been directly engaged in educational activities.

But there are many more rivers and creeks within the watershed that need attention and there are still many species at risk of extinction in Alberta. We need your help to keep this program going. Without it, watershed stewards will not have access to funding and, just as importantly, assistance with sharing their story of accomplishment to encourage others to follow suit. Education and communication are a key part of the program to inspire more people to take action on their land, in their community or at home.

In order for us to keep providing funding for restoration and education and to support our other programs, we need to raise \$130,000. A summary of our accomplishments last fiscal year is enclosed to give you a better understanding of our range of programs that your donation will be supporting.

We are asking each municipality within the Oldman watershed to contribute \$0.35 per resident. For the Town of Vulcan that would be an investment of \$679. Your investment will go directly towards our on-the-ground programs. Your donations are also critical for us to leverage as matching funds when applying for grants.

We also request that you renew your annual membership with OWC. The enclosed membership form must be filled out and returned to us before April 30th. Please indicate on the membership form the delegate you have appointed to vote on your behalf at our Annual General Meeting. The form can also be filled out online at <http://oldmanbasin.org/getinvolved/membership-forms/>.

Without you the important work we are doing would not be possible. We need your help to continue supporting restoration activities and inspiring more people to take action in their own lives. Thank you so much for your support!

If you would like a presentation or have any questions please contact Shannon Frank, OWC Executive Director by phone at 403-382-4239 or email: Shannon@oldmanbasin.org.

Sincerely,


Doug Kaupp
OWC Chairman

Membership Type: Organization - Municipalities

OWC membership is open to any interested organization that is located, works or plays within the Oldman Basin. Your membership is valid for one calendar year and must be renewed **by April 30 each year to vote at the AGM.**

* denotes required field

*Organization Name: _____

*Organization Rep: _____
Name of the person officially appointed by your organization to vote on your behalf at the AGM
(if you are unsure, please send by email to info@oldmanbasin.org)

Date: _____

*Address: _____

*City/Town: _____ *Postal Code: _____

*Phone: _____ *Email: _____

By completing this membership form, I agree with the Goals of the Oldman Watershed Council listed below. I understand that the Council has an obligation to conduct its business in an effective and efficient manner and this cannot occur in the absence of member participation. I recognize and understand that the expectation is that I will take an active role in Council operations (e.g. project support, communications, fundraising, administration).

There is no membership fee. Municipalities are mailed an official request to make a voluntary donation of \$0.35/person each year.

Thank you for your ongoing support of our programs that are improving the health of the Oldman watershed for current residents and future generations!

MISSION

The Oldman Watershed Council is a not-for-profit organization of southern Albertans that maintains and improves the Oldman watershed by:

- Improving and sharing knowledge
- Building and strengthening stakeholder partnerships
- Promoting community action and stewardship
- Developing and implementing integrated land and water plans

GOALS

Our five long-term overarching goals are:

1. We understand our watershed.
2. Residents are well informed and actively engaged.
3. Basin stakeholders have defined the desired outcomes for the Oldman Watershed that will form the basis for the Integrated Watershed Management Plan (IWMP).
4. The Oldman Watershed Council and stakeholders put into action the capacity and commitment to achieve defined outcomes.
5. Practices that are beneficial to the health and function of the watershed are adopted.

Town of Vulcan

Request for Decision (RFD)

Committee and Administrative Reports

Meeting: Regular Council
Meeting Date: **January 26, 2015**
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

The minutes and/or verbal presentations to be presented on the various boards and committees in which Town Council has an interest.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

- Twin Valley Regional Water Commission – Agenda – Minutes – November 25, 2014
- Vulcan Library Board Meeting – Agenda - Minutes – November 26, 2015

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 January 26, 2015 Town Council Meeting be received for information.

- Twin Valley Regional Water Commission – Agenda – Minutes – November 25, 2014
- Vulcan Library Board Meeting – Agenda - Minutes – November 26, 2015

Initials show support -Reviewed by:

Director:


CAO



Agenda
November 25, 2014
9:00am
Water Treatment Plant
Vulcan

1. Call to order
2. Adoption of Agenda
3. Adoption of Minutes
4. Additions to Agenda
5. Reports
 - a. Chairperson
 - b. Operations Report
 - c. Financial
 - d. Manager's Report
6. New Business
 - a. HD Pipe
 - b. Solar Project
 - c. Tie-In Policy
 - d. Business Plan
 - e. Klearwater Equipment invoice 16,0968
 - f. Ian Woodman in attendance to discuss debenture repayments
7. in camera
8. Motions
9. Next Meeting Date
November 25, 2014, 9:00am, water plant
10. Adjournment



Twin Valley Regional Water Commission
Meeting Minutes
November, 25, 2014

In Attendance: Kym Nicholls
Georgia Lee Debolt
John Seaman
Cecil Sabourin
Derrick Annable
Aaron Matlock
Jamie Smith
Harold Lewis
Ian Woodman

Absent: Murray Maclean

1. Meeting was called to order at 9:00am by Kym Nicholls
2. Aaron Matlock moved that the agenda be adopted as presented. Motion carried.
3. Minutes of October 28, 2014 organizational meeting adopted by John Seaman. Motion carried.
4. Minutes of October 28, 2014 regular meeting adopted by Jamie Smith. Motion carried.
5. Ian Woodman was in attendance to review debenture and debenture repayment options.
 - a. It was moved by Derrick Annable to request copies of all paperwork relevant to water line and treatment project. Motion carried.
 - b. It was moved by Aaron Matlock to appoint four individuals to review expenditures relating to water line and plant, as per auditor's request. Motion carried.
 - c. Aaron Matlock moved to meet with ATB to discuss two loans – both being TERM loans – the first being \$433,635.00 the other being \$859,000.00, both over a 22 year term. Motion carried.
 - d. Moved by Aaron Matlock to look in to obtaining grants for operating and administration costs. Motion carried.
6. Reports:
 - a. Chairperson: as circulated...spoke on the two leaks on the regional line – both due to defective/improperly installed air valves/bolts/flanges; meetings with Manager re: AB Transportation; met with Town of Vulcan CAO re: water operation contract; spoke with Revenue Canada re: administration costs

- b. Operations: communications problems with Carmangay plant; due to poor water quality, we are treating at a higher rate of chemical than historically for this time of year; no contraventions to report; all samples sent to provincial lab with no issues.
 - c. Financial: as circulated
 - d. Manager's report: two water breaks on line (air valves), Shawne repaired; Shawne dug and re-routed water lines at old water treatment plant.
 - e. Reports adopted as given by Georgia Lee Debolt. Motion carried.
7. New Business:
- a. HD pipe: an offer was given of \$7000 on HD pipe.
 - b. Solar project: ongoing
 - c. Tie-in policy: ongoing
 - d. Business plan: ongoing
 - e. Clearwater Equipment invoice: Cecil Sabourin moved that this be paid. The amount was \$16,968.00
8. In Camera: NIL
9. New business: NIL
10. Next meeting set for December 23, 2014
11. Meeting adjourned at 11:45am

AGENDA
TOWN OF VULCAN LIBRARY BOARD
NOVEMBER 26TH, 2014

Call to Order- 7 pm

Present:

Harvey Bergen____, Jen Forhmzway____, Maureen Howard____, Wendy Ramer____,
Vicki Hutton____, Paul Taylor____, Kim Armstrong____.Cheryl Cochlan____,

1. Approval of Agenda
2. Approval of Minutes
3. Treasurer's Report
4. Library Mgr.'s Report
5. Reports

Committee

Public Relations

- Little Free Library boxes from the school
- Afghan raffle
- Student to join our Board
- Ginger Bread House
- Geneaology workshop

Human Relations

Chinook Arch

Other

Grants

Library Expansion

- Sources of funds
- Funds required

Rainbow Literacy – Vicki

6. Correspondence
7. Business Arising from the Minutes
 - Visit to Hutterites
 - Rec movie night
8. New Business
 - READ Award
 - Minister's Award for Excellence
8. Policies and bylaws
 - Bylaw rewrite – 1st, 2nd and 3rd reading

-Plan of Service

*Objective

*Needs Assessment

9. Next Meeting

Adjournment

Town of Vulcan Library Board
Board of Trustees Meeting
Minutes for November 26th, 2014

Call to Order: 7:00 p.m.

Present: Kim Armstrong, Harvey Bergen, Jen Forhmzway, Vicki Hutton, Maureen Howard, Wendy Ramer, Paul Taylor
With Regrets: Cheryl Cochlan
Guests: Ruth Anne Klassen, Andre Lacousier

A short presentation from VBIT (Vulcan Business Initiative Team) by Andre Lacousier, informing the board about VBIT's purposes. Information included what they do, who they partner with and where they are planning to be in the next five years, as well as presenting and getting an opinion from the Board on their future plan to build a Discovery Center in town and what that would entail.

1. Approval of the Agenda.

Agenda was approved.

2. Approval of the Minutes.

Minutes were accepted as presented.

3. Treasurer's Report.

- Nothing new to report. A small mistake was made and corrected. The treasurer's report has full disclosure regarding it.

4. Library Manager's Report.

- Report e-mailed out to board members.
- S.A.L.T: We will use the service done at Peter Dawson Lodge as well as our partnership with FCSS for the upcoming Santa Clause visit.
- Award for Excellence: will return to discussion in January.
- Janitor hiring: Moved by Paul, seconded by Jen that the e-mail vote regarding hiring of the janitor is ratified. The motion was carried.
- Library Holiday Lunch: it was decided that the Library Holiday Christmas lunch would be held at the Legion this year. Jen and Maureen will plan and inform every one of the date via e-mail. It was also decided to invite the Friends of the Library this year as well.
- Emergency Preparedness: Jen and Cheryl will be attending
- Friends of the Library Money: still no word on the casino funds.

5. Committee Reports.

Public Relations – Jen spoke with CTS at CCHS and they are unable to build the shelves for the Little

Free Library. Paul will talk to Wally Shouldice and see if he will be able to build the shelves.

Jen is still looking into getting a handmade quilt as first prize for the raffle. The second place prize afghan has arrived and is in Cheryl's office. She looked into Staples printing our raffle tickets. The quote was 3000 tickets for \$188.00 with tax. Maureen made a motion to purchase the raffle tickets through Staples. The cost of the quilt is still unknown at this time. Andre's company, 2nd Opinions, has bought \$200.00 worth of tickets.

Welcome to Ruth Anne Klassen, our grade 12 student from CCHS. She will be a Board member and be able to vote on everything except motions involving money. Jen will talk to the high school counselor to get school credits for Ruth Anne.

Jen has distributed posters for the ginger bread house contest all over town. The judges will be the new owner of the bakery, owner of the candy store and the Home Ec. teacher from CCHS.

The genealogy workshop has been secured with Kristin Hayes and Faye Geddes speaking. It will start at 9:30 a.m. with the first half hour for registration at a cost of \$10.00. The remainder of the morning will be genealogy 101 with a Q & A to follow. The afternoon will be something that both presenters are very passionate about. The county will be covering the cost of the venue and lunch for the workshop. Chinook Arch is planning to video conference the event. It was suggested to contact Sandra Scott regarding broadcasting the event on VTV.

Human Relations – Harvey and Vicki to meet soon.

Chinook Arch – Jen has stepped down as the committee representative and Kim will be taking her place for the first year.

Grants – No movement yet.

Library Expansion – No change and we are still looking for funding sources. A member still needs to speak with the Friends of the Library regarding their money contribution from the casino funds. We have to be careful what we choose to spend that money on as it cannot be put towards "bricks and mortar", but there are many other areas that we could consider.

Rainbow Literacy – No current meeting yet.

6. Correspondence.

- No correspondence that we are aware of as Cheryl was absent from the meeting due to weather.

7. Business Arising from the Minutes.

Visit to Hutterite Colonies – Still need to meet with the different Hutterite colonies.

Rec Movie Night – The first movie night is happening in December.

8. New Business.

READ Award – We've chosen our partnering with FCSS Santa Clause visit and our services at the Peter Dawson Lodge as our two entries.

Ministers Award of Excellence – will return to the discussion in January

9. Policies and Bylaws

Bylaw Rewrite:

1st Reading - Motion to accept the first reading of the bylaw amendments as presented was made by Vicki and seconded by Jen. All were in favour.

2nd Reading - Motion to accept the first reading of the bylaw amendments as presented was made by Wendy and seconded by Kim. All were in favour.

3rd Reading - Motion to accept the first reading of the bylaw amendments as presented was made by Maureen and seconded by Vicki. All were in favour.

Maureen will send the approved and amended policies and bylaws in to ALTA and municipal affairs as well as the Town Council.

Plan of Service: Harvey and Maureen attended a session at Chinook Arch. The Board needs to do a 'needs assessment'. This entails that we invite 20 citizens from the area to a meeting and have them tell us what they want the library to be. We will try to target people from each service club, hospital, schools, etc... Harvey and Vicki will meet to decide on whom to invite.

10. Next Meeting.

Wednesday, January 21st, 2014 at 7:00 p.m.

11. In Camera Session. Motion made by Vicki and seconded by Maureen. Session began at 7:59 p.m.
The session ended at 8:14 p.m.

Adjournment. The motion to adjourn was moved by Wendy.

Chair

Date

Secretary

Date

Town of Vulcan

Request for Decision (RFD)

VulCon 2015 – Vulcan Tourism

Meeting: Regular Council
Meeting Date: **January 26, 2015**
Originated By: Bonnie Ellis

BACKGROUND / PROPOSAL:

Devan Daniels from Vulcan Tourism discussed with the Director of Recreation to continue the partnership between the Town of Vulcan and Vulcan Tourism for the "new" VulCon event.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

In the past the partnership between the Town of Vulcan and Tourism for Spock Days was to cover the fees associated with the facilities that the Town owns or has a partnership with. Devan is requesting this same partnership for the VulCon events.

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approve the Recreation Directors recommendation to cover the cost for the use of Town and Joint Use facilities.

Initials show support -Reviewed by:

Director:

CAO



MEMO

To: Kim Fath CAO

From: Bonnie Ellis – Director of Recreation

Re: VulCon 2015- Vulcan Tourism

Date: Jan 15, 2015

Dear Kim,

On Jan 14, 2015 Devan Daniels from Vulcan Tourism visited my office to discuss the continued partnership between the Town of Vulcan and Vulcan Tourism for the “new” VulCon event.

This event is the result of a split between Spock Days Committee and the Vulcan Tourism. Devan has expressed a desire to expand their event resulting in a return of the VulCon event to Vulcan. VulCon will be held July 24-26, 2015 after this year the event will be held the 2nd weekend in July.

Our partnership in the past (for Spock Days – Tourism end of things) was to cover the fees associated with the facilities that the town owns or has a partnership with. Devan is requesting this same partnership for all VulCon events hereafter.

Pros:

- This event brings many people to town.
- We continue a great partnership
- Tourism is good for the town
- Helping out with the bottom line of this event helps Tourism’s budget

Cons:

- We are setting a precedent for other future exceptions

The recommendation from the Recreation Director is that this would be a worthwhile partnership to maintain. Also the Town directly funds Tourism and requiring them to pay would be taking money out of their budget to give back to the town.

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
Town of Vulcan

Town of Vulcan

Request for Decision (RFD)

Rescind Policy A-4 Deputy-Mayor's Schedule

Meeting: Regular Council
Meeting Date: **January 26, 2015**
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

Policy A-4 Deputy-Mayor's Schedule is duplicated by Policy A16 Deputy-Mayor's Schedule.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Policy A16 shows all the amendments up to the current date.

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council rescind Policy A-4 Deputy-Mayor's Schedule.

Initials show support -Reviewed by: _____

Director: _____


CAO

TOWN OF VULCAN

POLICY MANUAL

TITLE OF POLICY

Deputy-Mayor's Schedule

POLICY NUMBER

A-4

SUPERCEDES POLICY NO: A-4

Amended	Resolution No.	Date
X	11.42	February 14 th , 2011

1. STATEMENT:

Each Council member shall serve a three-month term as Deputy-Mayor. At the first Organizational Meeting of a newly elected Council, the three-month terms shall be allocated for the three-year term of the Council.

~ END OF POLICY ~

**Town of Vulcan
Deputy Mayor Schedule
November 2010 – October 2013**

November 1, 2010 - January 31, 2011	Councillor Dwayne Hill
February 1, 2011 - April 30, 2011	Councillor John Seaman
May 1, 2011 - July 31, 2011	Councillor Harold Lewis
August 1, 2011 - October 31, 2011	Councillor Doug Day
November 1, 2011 - January 31, 2012	Councillor Judy Sanderson
February 1, 2012 - April 30, 2012	Councillor Paul Taylor
May 1, 2012 - July 31, 2012	Councillor Dwayne Hill
August 1, 2012 - October 31, 2012	Councillor John Seaman
November 1, 2012 - January 31, 2013	Councillor Harold Lewis
February 1, 2013 - April 30, 2013	Councillor Doug Day
May 1, 2013 - July 31, 2013	Councillor Judy Sanderson
August 1, 2013 - October 31, 2013	Councillor Paul Taylor

TOWN OF VULCAN

POLICY MANUAL

TITLE OF POLICY

DEPUTY-MAYOR SCHEDULE

POLICY NUMBER

A-16

<u>Adopted</u>	<u>DATE</u>	<u>RESOLUTION NO</u>
Amended		98.291
Amended	Oct 25/04	04.349
Amended	Oct 22/07	07.03
Amended	Nov 12/10	10.04
Amended	Oct 28/13	13.04

STATEMENT:

The following shall be the schedule for rotation of the Deputy Mayor appointments for the 2013 to 2017 Council term:

John Seaman	November 1, 2013	To	June 30, 2014
Rick Howard	July 1, 2014	To	February 28, 2015
Paul Taylor	March 1, 2015	To	November 30, 2015
Sue Dow	December 1, 2015	To	July 31, 2016
Lorna Armstrong	August 1, 2016	To	March 31, 2017
Georgia-Lee Debolt	April 7, 2017	To	October 31, 2017

~ END OF POLICY ~

Town of Vulcan

Request for Decision (RFD)

Amend Policy A-15 Fire Chief Honorarium

Meeting: Regular Council
Meeting Date: **January 26, 2015**
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

Chief Administrative Officer Kim Fath is making recommendation to Council to amend Policy A-15 Fire Chief Honorarium.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves the recommendation by Administration to amend Policy A-15.

Initials show support -Reviewed by:

Director:


CAO

TOWN OF VULCAN**POLICY MANUAL****TITLE OF POLICY****POLICY NUMBER****A-15****Fire Chief Honorarium****SUPERCEDES POLICY NO:**

Adopted	Motion No 96.103	February 26, 1996
Amended		

STATEMENT:

1. The Town will pay an honorarium of \$400.00 per month to the Fire Chief in recognition of the extra duties performed

Those duties will be restricted to such duties that are associated with the responsibilities of the position of Fire Chief, which would not normally be performed by any other member of the Fire Department.

2. Those duties would be:

- Discussions with the public or council which would not normally require time commitments or extra work. (Phone calls, correspondence, etc.)
- Duties which would not normally be performed by any other member of the fire department but not restricted to the following:
 - Training scheduling & re-certification
 - Inter-agency co-ordination (ambulance, rescue fire) excluding meetings
 - Maintaining fire codes, building codes
 - Ensuring maintenance of equipment (excluding actual work performed on equipment or buildings)
 - Other duties deemed appropriate by the Fire Chief and Council

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

(Safety Codes inspections and duties are not part of the Fire Chief's responsibility)

- END OF POLICY-

Town of Vulcan

Request for Decision (RFD)

Amend Policy A-20 Organizational Chart

Meeting: Regular Council
Meeting Date: **January 26, 2015**
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

Chief Administrative Officer Kim Fath is making recommendation to Council to amend Policy A-20 Organizational Chart.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council approves the recommendation by Administration to amend Policy A-20.

Initials show support -Reviewed by: _____

Director: _____


CAO

TOWN OF VULCAN

POLICY MANUAL

TITLE OF POLICYPOLICY NUMBER

A-20

Organizational Chart

SUPERCEDES POLICY NO:

Adopted		
Amended	Resolution No 07.433	December 10,2007
Amended		

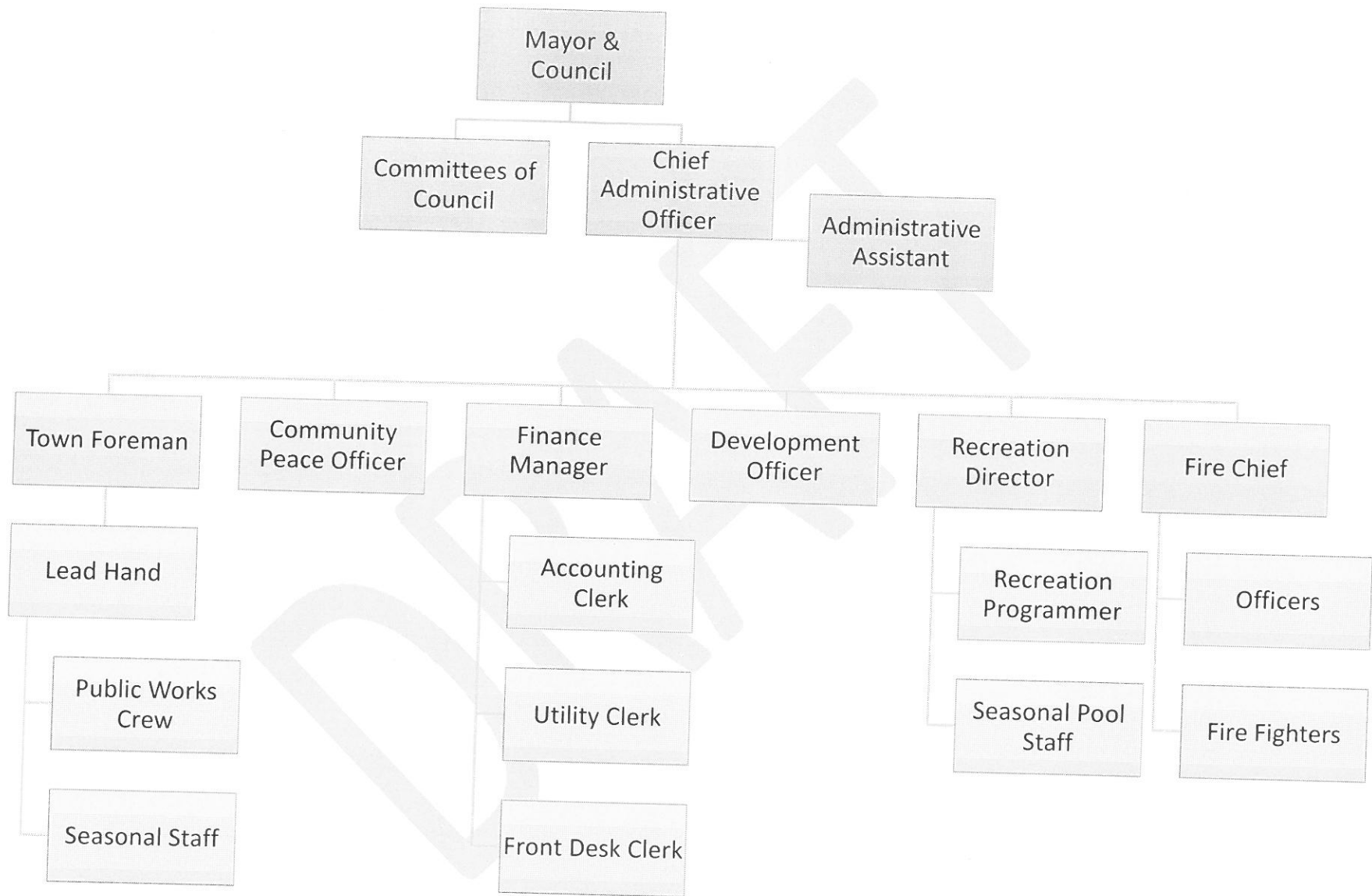
STATEMENT:

The organizational chart is put in place to ensure that the lines of communication and authority are understood by all staff members.

The different functions and line of authority are represented on the attached flow chart.

- END OF POLICY-

Town of Vulcan Organizational Chart



Town of Vulcan

Request for Decision (RFD)

Request to Host 2016 or 2017 Southern Alberta Summer Games

Meeting: Regular Council
Meeting Date: **January 26, 2015**
Originated By: Bonnie Ellis

BACKGROUND / PROPOSAL:

A letter was received from the Southern Alberta Recreation Association to place a bid to host the 2016 or 2017 Southern Alberta Summer Games.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Southern Alberta Recreation Association indicated that they have two communities who have shown serious interest in putting a bid in for the 2016, 2017 summer games.

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council accept the recommendation of the Director of Recreation and Community Services and that not action be taken at this time.

Initials show support -Reviewed by: _____

Director: _____


CAO



MEMO

To: Town of Vulcan Council

From: Bonnie Ellis, Director of Recreation

Re: Hosting Southern Alberta Summer Games

Date: Jan 15, 2015

Dear Council,

A letter from the Southern Alberta Recreation Association requesting the consideration of the hosting the 2016 or 2017 Southern Alberta Summer Games in Vulcan has been received by the town.

The Town of Vulcan last hosted the Southern Alberta Summer Games in 2002. The games generally have an attendance of roughly 2000 people. This is a wonderful event with the majority of participants being in soccer and mini soccer. With the turnover in recreation staff hosting these games has been not been feasible.

Pros to putting in a bid to host the Southern Alberta Summer Games for 2016, 2017:

- We could showcase of County and Town
- A great way to get people active and involved in recreation on a grand scale.

Con to putting in a bid to host the Southern Alberta Summer Games for 2016, 2017:

- The facilities we have right now will not accommodate the growth we have had in soccer and min soccer
- The recreation department will be having a change in staffing due to a maternity leave

As Chair of the Southern Alberta Recreation Association, I requested this letter go out to all communities as a reminder to them about the Southern Alberta Summer Games and to get their communities actively seeking and thinking about hosting the games in their communities. There are a couple of communities already seriously considering putting a bid in for the 2016, 2017 and quite possibly in 2018. My goal is to have the Southern Alberta Summer Games here in Vulcan in the next 5 year possibly 2019 or 2020.

My recommendation is to work towards getting our facilities ready to host the games in 2019 or 2020 and put in a solid bid to host in either of those years.

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

11.5



Carol Thibert
910- 4 Ave. S.
Lethbridge, Alberta
T1J 0P6

December 29, 2014

Office of the Mayor
Box 360
Vulcan, AB
T0L 2B0
Attention: Tom Grant

Dear Mayor Grant:

As a member of the Southern Alberta Recreation Association, I am once again pleased to send this invitation to bid on the 2016 or 2017 Southern Alberta Summer Games. We have found that asking for two years ahead allows communities to get into the rotation with more lead time to plan their Games, and to help SARA with our commitment in providing support.

I encourage you and your community to seriously consider this invitation, by either entering a bid as a single community partnering with neighboring communities or MD's or counties.

The Southern Alberta Summer Games, which are held around the first week in July are the longest, consecutively running multi-sport event in Western Canada. We believe that they are worth keeping- but we need your participation as a host community to ensure that they continue to happen. This year (2015) in **Claresholm will mark the 46th anniversary** of games in Zone One.

All communities *wishing to bid* are asked to submit their letter of intent by February 29 to the above address with a completed bid by March 28 at 4:30 pm. A tour of bid communities by SARA representatives will take place in late April, with the decision to host, announced within two weeks of the bid tour.

Please see the enclosed Bidding information to learn more about the Bid process.

If you have any questions, please call me at 403 320 3040.

Sincerely

Carol Thibert
Recreation and Culture Program Manager
City of Lethbridge/SARA Games Chair

Bonnie Ellis – Recreation Director

Town of Vulcan

Request for Decision (RFD)

Canadian Badlands Tourism and Development Conference and AGM

Meeting: Regular Council
Meeting Date: **January 26, 2015**
Originated By: Kim Fath

BACKGROUND / PROPOSAL:

The Canadian Badlands Tourism and Development Conference and AGM is being held on March 25 – 27, 2015 in Strathmore, Alberta and Councillor Lorna Armstrong has indicated she would like to attend.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council give Councillor Lorna Armstrong approval to attend the Canadian Badlands Tourism and Development Conference and AGM and that the associated costs be paid by the Town.

Initials show support -Reviewed by:

Director:

CAO

VENTURE TO DISCOVERY

in the Canadian Badlands

CANADIAN BADLANDS TOURISM

5th Annual Tourism Development Conference
& Annual General Meeting

Featuring Roberta Bondar, Robin Esrock, David McKenna, and more...

MARCH 25-27, 2015

Strathmore, AB

EARLY BIRD REGISTRATION ENDS FEBRUARY 13, 2015

\$200.00 for AGM & Conference

\$200.00 for Conference only

No cost for the AGM only

ADD-ONS

\$25.00 Opening Cocktail Reception

\$60.00 Extra Dinner Ticket

--

AS OF FEBRUARY 14, 2015

\$250.00 for AGM & Conference

\$250.00 for Conference only

No cost for the AGM only

ADD-ONS

\$30.00 Opening Cocktail Reception

\$60.00 Extra Dinner ticket

--

For more information, complete program, lodging
info or to register please call 403 922 7741 or visit

MARCH 25 / 6:30PM

at the **Strathmore Station Restaurant** at
380 Ridge Road, Strathmore, AB

Opening Cocktail Reception *and* Live Enterta
featuring Local Entertainers

--

AGM and Conference *is at the*

Strathmore Civic Centre

120 Brent Blvd, Strathmore, AB

--

MARCH 26

8:30am Registration

10am AGM and Lunch

1pm Conference Kick off

6:00pm - 9:00pm

Reception, Gala Dinner, *and* Live Entertainm
featuring Trevor Panczak

--

MARCH 27

9:30am --

Town of Vulcan

Request for Decision (RFD)

Volunteer Appreciation Week 2015

Meeting: Regular Council
Meeting Date: **January 26, 2015**
Originated By: Bonnie Ellis

BACKGROUND / PROPOSAL:

The Town of Vulcan Recreation office is working on conjunction with Vulcan County Volunteer Appreciation Committee and other community minded organizations to host a County Wide Volunteer Appreciation Dinner.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

They are asking for the Town's support in this event and are requesting a signed letter of support.

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

Moved by Councillor _____ THAT Council direct Administration to prepare a letter of support as requested.

Initials show support -Reviewed by:

Director:


CAO



January 21, 2015
Town of Vulcan
Box 360
Vulcan, Alberta T0L 2B0

Re: Volunteer Appreciation Week 2015:

This year the Town of Vulcan Recreation Office along with Vulcan County Volunteer Appreciation Committee and other community minded organizations are working together to host a County Wide Volunteer Appreciation Dinner. This event will be held during National Volunteer Week in April 2015.

We would like your community's support in this County of Vulcan event where we can give back to our volunteers who make this County a great place to live.

We request a signed letter from your community to show your support of this event. For your convenience I have included a form letter which can be signed and returned to our office in support for this event.

Best Regards,

Mrs. Bonnie Ellis
Director of Recreation and Community Services
bellis@townofvulcan.ca
[403-485-2554](tel:403-485-2554)

Re: Volunteer Appreciation Week 2015:

It is with great pleasure that our community supports the 2015 County Wide Volunteer Appreciation Dinner initiative hosted by the County Volunteer Appreciation Committee.

Best Regards,

CAO/ Mayor _____

Community _____

Date _____