AGENDA FOR THE REGULAR MEETING OF COUNCIL
TO BE HELD IN THE TOWN OF VULCAN COUNCIL CHAMBERS
ON MONDAY, SEPTEMBER 12, 2016
COMMENCING AT 7:00 PM

PUBLIC HEARING - NIL

CALL TO ORDER -

1.0 Call to Order:

2.0 Public Hearing - NIL

3.0 Delegations - NIL

3.1 Staff Service Recognition

4.0 Adoption of Agenda

5.0 Adoption of Previous Minutes

5.1 Regular Council Meeting Minutes – August 22, 2016

6.0 Unfinished Business

7.0 Financial Statements - NIL

8.0 Correspondence and Information Items

8.1 Correspondence and Information Items

9.0 Committee and Administrative Reports

9.1 Presentation of Minutes/verbal reports on various boards/committees in which Town Council has an interest

10.0 Bylaws/Policies

10.1 Rescind Policies for Sale of Town Property

10.2 Policy PL-7 – Disposal of Municipal Property

11.0 New Business

11.1 Vulcan Brand Innovation Team Request for Funding

11.2 Additional Paving on 2nd Street South

11.3 Town and County Joint Council Meeting

11.4 Oldman River Regional Service Commission GIS Update

12.0 Notice of Motion

13.0 Management Reports

13.1 Management Reports

14.0 In-Camera - NIL

15.0 Adjournment

ITEM 5.1

Town of Vulcan

Request for Decision (RFD)

Adoption of Previous Minutes Regular Council Meeting August 22, 2016

Meeting:	Regular Council
Meeting Date:	**September 12, 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, August 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, August 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, AUGUST 22, 2016

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

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.: 16.236

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

5.0 Adoption of Previous Minutes

5.1 Regular Council Meeting Minutes

The Minutes of the Regular Meeting of Council, held in the Town of Vulcan Council Chamber on Monday, July 25, 2016 were presented to Council.

Initials

Motion No.: 16.237

Moved by Councillor Lorna Armstrong THAT the Minutes of the Regular Council Meeting, held in the Town of Vulcan Council Chamber on Monday, July 25, 2016 be approved and read by each member of Council as presented. **CARRIED UNANIMOUSLY**

6.0 Unfinished Business - NIL

7.0 Financial Reports

7.1 Cash Statement – Ending July 31, 2016

Motion No.: 16.238

Moved by Councillor Paul Taylor THAT the Cash Statement for the period ending July 31, 2016 be received as information. **CARRIED UNANIMOUSLY**

7.2 Year-to-Date Summary – Ending July 31, 2016

Motion No.: 16.239

Moved by Councillor Sue Dow THAT the Year-to-Date Summary for the period ending July 31, 2016 be received as information. **CARRIED UNANIMOUSLY**

8.0 Correspondence and Information Items

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

Motion No.: 16.240

Moved by Councillor Sue Dow THAT Council proclaims the third full week in October as National Teen Driver Safety Week and that it is posted on the Town's website.

CARRIED UNANIMOUSLY

Initials

DRAFT

Motion No.: 16.241

Moved by Councillor John Seaman THAT the Correspondence and Information Items for the period ending August 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.: 16.242

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

Verbal Reports:

- Councillor Paul Taylor
  - Vulcan Business Development Society
- Councillor Sue Dow
  - Municipal Planning Commission
  - Vulcan Golf and Country Club
- Councillor John Seaman
  - Municipal Planning Commission
  - Chamber of Commerce
- Councillor Lorna Armstrong
  - Family and Community Support Services
  - Vulcan Business Development Society

CARRIED UNANIMOUSLY

10.0 Bylaws - NIL

Initials

DRAFT

11.0 New Business

11.1 Tax Recovery Sale

Some properties might be offered for sale at a public auction, for non-payment of taxes.

Council is asked, as per section 419 of the Municipal Government Act, to set a reserve bid and condition of sale. Council is also asked to set a date for the potential public auction.

Motion No.: 16.243

Moved by Councillor Paul Taylor THAT, if needed, the public auction sale for non-payment of taxes of land be held on October17, 2016;

THAT the reserve bid be set at not less than the market value of these properties as determined by a professional appraiser prior to the auction taking place as per Policy F-14;

THAT the condition of sale be cash or certified cheque. **CARRIED UNANIMOUSLY**

11.2 Repurchase of vTV Equity Share

At the Regular Council Meeting on June 22, 2016 Council made motion to seek ministerial approval to purchase half an equity share of vTV for $5,000.00 and received ministerial approval on October 26, 2015.

vTV Network Television is now asking to repurchase the half an equity share that was purchased by the Town of Vulcan.

The vTV Network will be undergoing some changes in the near future. There will be two separate networks, one being a Community Network that will focus its efforts on Vulcan and Vulcan County. The second network would focus on the paid programming that has no local connection to Vulcan or the County.

Motion No.: 16.244

Moved by Councillor Rick Howard THAT Council direct Administration to sign an agreement between the Town of Vulcan and vTV Television Network for the repurchase of the Town's vTV share in the amount of $5,000.00. **CARRIED UNANIMOUSLY**

Initials

11.3 New Pool Design

The Vulcan Pool Committee is planning the design of a new pool on the existing pool block. The committee is looking at the addition of new features to make the pool a destination spot for our community. One suggestion was an Endless Pool where you can swim or exercise against a smooth current in a hot tub size pool. This pool would be inside a building for single use only during the out of season time of the regular pool.

The Committee is asking Council for their consideration regarding the addition of an endless pool to the new design. The Committee has discussed the pros and cons but were unable to come to a clear choice for or against and felt that since the risk lies entirely on the Town of Vulcan, they would like the Town to come to a decision as to whether to have it or not.

The cost for the endless pool would be $35,000.00 - $45,000.00. It would require it's own building so this cost would also have to be considered as well as year round maintenance.

Motion No.: 16.245

Moved by Councillor John Seaman THAT the Recreation Director request a design change to reflect an increase in the size of the building design to accommodate the possibility of an endless lap pool. **CARRIED UNANIMOUSLY**

11.4 Joint Purchase of Fire Apparatus with Vulcan County

In the 2016 capital budget Council allocated $500,000.00 toward the purchase of a new fire truck for the Town of Vulcan. The Fire Chief has brought forward a joint purchase with the Vulcan County for Council's consideration.

The Town and County have discussed the possibility of jointly purchasing a fire apparatus. The proposed joint purchase would minimize the cost to both municipalities. The Fire Chiefs have investigated the cost of purchasing an apparatus that would fill the needs of both the Town and the County.

The estimated budgetary cost of this proposed apparatus is $900,000.00 - $950,000.00. This is outside the amount allocated in the capital budget.

Motion No.: 16.246

Moved by Councillor Rick Howard THAT Council approves the Fire Chief's request to explore a joint apparatus purchase with Vulcan County and to direct Administration to prepare tender documents and a funding agreement for this proposed purpose.

CARRIED UNANIMOUSLY

Initials

11.5 Rescind Policy A-2 and C-5

Administration has identified policies that are outdated or no longer relevant.

In reviewing these policies Administration is requesting that Council rescind Policy A-2 No Smoking During Council Meetings and C-5 Tourism Management Committee Goals and Objectives.

Motion No.: 16.247

Moved by Councillor John Seaman THAT Council rescinds Policy A-2 No Smoking During Council Meetings and Policy C-5 Tourism Management Committee Goals and Objectives.
CARRIED UNANIMOUSLY

12.0 Notice of Motion - NIL

13.0 Management Reports

13.1 Management Reports

Management is to produce a report each month.

Attached are the following reports:

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

Motion No.: 16.248

Moved by Councillor Paul Taylor THAT this Council receives for information the management reports for the period ending August 22, 2016. **CARRIED UNANIMOUSLY**

Initials

DRAFT

14.0 In-Camera - NIL

15.0 Adjournment

The meeting was adjourned by Councillor Rick Howard at 9:00 p.m.

DRAFT

_____
Tom Grant
Mayor

_____
Kim Fath
Chief Administrative Officer

Initials

ITEM 8.1

Town of Vulcan

Request for Decision (RFD)

Correspondence and Information

Meeting:	Regular Council
Meeting Date:	**September 12, 2016**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Attached is the list of Correspondence and Information for the period ending September 12, 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 September 12, 2016 be received for information.

Initials show support -Reviewed by: _____ **Director:** _____ **CAO**

Report on Miscellaneous Correspondence 8.1 (2) - September 12, 2016

A. **ATCO Gas and Pipelines Ltd.**
Franchise Agreement (Clause 4(a)

B. **Service Alberta – Minister Stephanie McLean**
Registry Agent Network (RAN)

C. **Alberta Utilities Commission**
Notice of Application for New 77.5 Megawatt Solar Power Plant Located in Carmangay Lethbridge Area

D. **Vulcan Food Bank**
Vulcan Food Bank/FCSS Building Grand Opening Invitation

E. **Alberta Municipal Affairs**
Approval for Funding from Gas Tax Fund for 2nd Street South Utilities and Road Upgrade

8.1.A

AUG 26 2016

ATCO Gas

August 19, 2016

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

Attention: Mr. Kim Fath
Chief Administrative Officer

Re: ATCO Gas and Pipelines Ltd. Franchise Agreement Clause 4(a)

Dear Sir:

Pursuant to Clause 4(a) of our franchise agreement, the municipality has the ability to change the franchise fee percentage in 2017; this request must be received by ATCO Gas in writing prior to November 1st. If you are considering changing the franchise fee in 2017, please contact us as soon as possible to begin the process

As you are aware, ATCO Gas pays the Town of Vulcan a franchise fee. The franchise fee is collected from customers in the community based on a percentage of our Delivery Tariff. In the Town of Vulcan this percentage is 35.00%.

In 2015, our Delivery Tariff revenue in the Town of Vulcan was $511,502. Our forecast Delivery Tariff revenue for 2017 is $591,804. Therefore, based on the current franchise fee percentage, the forecast 2017 franchise fee revenue would be $207,131.

We trust you will find this information useful, and, if you have any questions or require anything further, please do not hesitate to call me at (403) 380-5401.

Sincerely,

Shane Ellis,
Senior Manager, Lethbridge Region

410 Stafford Drive North, Lethbridge, Alberta, Canada T1H 2A9
Tel: 403-380-5400 Fax: 403-380-5428
www.atcogas.com

B.1.B

ALBERTA
SERVICE ALBERTA

Office of the Minister
MLA, Calgary-Varsity

AUG 25 2016

AR30065

Her Worship Maggie Kronen
Mayor, Town of Cardston
P.O. Box 280
67 - 3rd Avenue West
Cardston, AB T0K 0K0

Dear Mayor Kronen:

Thank you for your letter regarding the Registry Agent Network (RAN). I appreciate the opportunity to provide the following information.

Our government agrees on the importance of preserving face-to-face registry services in rural communities. Registry services are vital to the day-to-day activities of all Albertans. Be it online or face-to-face in the communities where they live, Albertans are looking for easy, secure, and cheap ways to access these services.

The contract with the Association of Alberta Registry Agents (AARA) (through its company Registry Connect) and the Alberta Motor Association (AMA) expired on July 7, 2016. To save money both for Albertans paying tickets and for Alberta taxpayers, we did not renew the contract under the current terms. As of July 8, MyAlberta eServices offers online fine payments for traffic and other violation tickets issued in the province.

The MyAlberta eServices portal has been developed for Albertans to conduct secure, cheap, and convenient transactions on-line with government. Service fees for ticket payments will be cut in half, from $6.00 to $3.00. By interfacing directly with court systems, this new portal will significantly reduce the number of payment errors, improving service for Albertans and allowing for more efficient use of court resources.

Under the previous agreement with AARA, the Alberta taxpayers covered $1.5 million in credit card transaction fees annually while the AARA collected $2.65 million in fees directly from Albertans. The arrangement was also prone to technical error and caused significant administrative challenges for government. Effectively, the cost of operating this service was borne by taxpayers while the financial benefits were directed exclusively to the AARA. It was a bad deal for Alberta taxpayers,and that's why our government has opted not to renew this solesource contract.

The new system saves $2 million in taxpayer funds each year in fees and administrative costs, and cuts the online fee paid by Albertans in half. This leaves more money in the pockets of hardworking Albertans while also freeing up taxpayer funds for services that families count on, such as education and healthcare.

103 Legislature Building, 10080 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-422-6880 Fax 780-422-2496

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It is important to note that the revenue from online traffic fine payments supports the Association of Alberta Registry Agents and does not go to registry agents directly. As such, we are confident that this change will save money for Albertans while not impacting face to face registry services in your communities.

While I appreciate that this will result in a loss of revenue for AARA, our first commitment as a government must be to provide convenient, cheap, and efficient service to Albertans. As we move forward with any future service modernizations, we will do so with the core principle that access to face-to-face registry services in rural Alberta is essential and must be preserved. We currently have 80 urban and 145 rural registry agents offering over 200 different registry services on behalf of government. I look forward to extensive discussions with the AARA, the AMA, registry agents, and conmiunity leaders like yourself about how we can offer services cheaply and conveniently while protecting face-to-face services in rural communities.

Thank you again for taking the time to write on this important matter. Again we look forward to continuing to work with Alberta's registry agents as important partners in the delivery of these services to Albertans.

Sincerely,

Hon. Stephanie McLean
Minister of Service Alberta and Status of Women

cc: MayorsandReevesSW@gmail.com

18.1.C

AUC
Alberta Utilities Commission

Calgary Office
400, 425 First Street S.W.
Calgary, Alberta
T2P 3L8

Edmonton Office
Tenth Floor, 10055 106 Street
Edmonton, Alberta
T5J 2Y2

www.auc.ab.ca

Notice of application for a new 77.5 megawatt solar power plant, located in the Carmangay/ Lethbridge area has been received

RECEIVED
AUG 29 2016

Proceeding 21897
Application 21897-A001

The Alberta Utilities Commission, the independent utilities regulator, will be considering the power plant application in Proceeding 21897. If you feel you may be affected by this application you can provide input to the AUC to review before it makes its decision.

EDF EN Canada Inc. and Vulcan Solar Hybrid Energy Centre Limited Partnership have applied to construct and operate a new solar power plant under Section 11 of the *Hydro and Electric Energy Act*. The Vulcan Solar Project will have a generation capacity of 77.5 megawatts (MW) and is proposed to be located within the existing Blackspring Ridge Wind Power Project, approximately 18 kilometres east of Carmangay, 40 kilometres north of Lethbridge and 42 kilometres southeast of Vulcan. The Vulcan Solar Project will consist of approximately 297,000 photovoltaic panels installed on single-axis tracking racks, and a collector system that is proposed to connect at the Blackspring Ridge 485S Substation. The project is proposed to be constructed in two phases. Phase one will have a capacity of 55 MW, to be constructed in 2017, and phase two will have a capacity of 22.5 MW and is proposed to be constructed in 2018. The project is proposed to be installed on the following quarter sections:

Legal subdivision	Section	Township	Range	Meridian	Component
NW	17	13	21	W4M	Photovoltaic panels
NE	18	13	21	W4M	Photovoltaic panels
NE, SE	19	13	21	W4M	Photovoltaic panels
NW, SW	20	13	21	W4M	Photovoltaic panels
SE, SW	30	13	21	W4M	Collector system
SE, NE	25	13	22	W4M	Collector system
SE, NE, NW	36	13	22	W4M	Collector system
SW	1	14	22	W4M	Collector system

Additional information about the application
For full application details visit the AUC website, log on to the eFiling System, enter the proceeding number (21897) and select go.

Written submissions are due September 22, 2016.

If you wish to participate in this proceeding, you may be eligible for funding to support your position, which includes costs for legal representation and expert witnesses. To learn more about the application and review process, intervener funding and what has been applied for please review the information session section on our website found under Involving Albertans or contact:
Victor Choy at 403-592-4439 or email your questions to victor.choy@auc.ab.ca.

Participant information
You may review our website or contact our Consumer Relations group for more information about your opportunities for involvement, assistance with your submission, and the funding options which may be available to you under Rule 009: *Rules on Local Intervener Funding*. They can be contacted at 780-427-4903 or by email at consumer-relations@auc.ab.ca.

The application, and any associated documents being reviewed, are publicly available on our website. Alternatively, you may contact EDF EN Canada Inc.'s representative, Dave Warner, toll-free at 844-553-3336 for further details about what is being applied for, or for a copy of the application.

For further details about the application, please contact the applicant:
EDF EN Canada Inc.
David Warner
Toll-free phone: 844-553-3336
Email: vulcansolar@edf-en.ca

Submissions
To register your concerns, or your support for the proposed project, please visit the AUC website and log in to the eFiling System to file your submission for Proceeding 21897. If you do not have access to the Internet, please contact us at 780-427-4903 for other options for submitting your concerns and participating in this proceeding. If no written submissions are received, the Commission may make its decision without further notice or process.

Those who do not have access to the Internet can send a submission by mail or fax, and the AUC will upload the submission on your behalf. Please send your name, address, phone number, legal land location, description of your land in relation to the proposed development and describe your interest in the land, your business, or your activities which may be affected. Please briefly describe the issues you would like the AUC to consider when making its decision.

Privacy
To support an open and transparent process, information you send to the AUC will be publicly available through the AUC's eFiling System. If there is confidential information you would like to file, a request must be made in advance of filing your submission.

Issued on August 24, 2016.

Alberta Utilities Commission
Douglas A. Larder, QC, General Counsel

R.22
R.21 W.4M.
T.14
BLACKSPRING RIDGE
485S SUBSTATION
TOWNSHIP RD. 140
TOWNSHIP RD. 134
RANGE RD. 220
T.13
RANGE RD. 214
TOWNSHIP RD. 132
PROPOSED PROJECT BOUNDARY
PROPOSED COLLECTOR LINE
PROPOSED SOLAR PANELS PHASE 1
PROPOSED SOLAR PANELS PHASE 2
N.T.S.

8.1.D

You are cordially invited to the

New

Vulcan Food Bank / FCSS Building

Grand Opening

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Tuesday September 13, 2016

1:30-4:00 pm

105B 3rd Ave S Vulcan AB

~~~~~

Guided tour and dedication at 2pm

Refreshments Provided

8.1.E

SEP - 9 2016

ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Lesser Slave Lake

AR85916

August 29, 2016

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

Dear Mayor Grant,

The Government of Alberta is committed to working with municipalities to make life better for Albertans. By providing stable, predictable funding to our municipal partners, we continue to ensure you have the resources needed to meet your local infrastructure priorities and strengthen the communities you call home. Alberta is partnering with the Government of Canada to provide Gas Tax Fund (GTF) funding to assist with building strong, safe, and resilient communities.

I am pleased to accept the following qualifying project submitted by your municipality under the GTF program.

Project #	Project Name	GTF Funding
711059	2nd Street South Utilities and Road Upgrade	$367,053

The provincial government appreciates opportunities to celebrate your GTF funded projects with you, so please send invitations for these milestone events to my office. If you would like to discuss possible project recognition events and activities, as outlined in the program guidelines, contact Municipal Affairs Communications, toll-free at 310-0000, then 780-427-8862, or at ma.gtfgrants@gov.ab.ca.

I look forward to working in partnership to strengthen Alberta's communities.

Sincerely,

D Larivee

Hon. Danielle Larivee
Minister of Municipal Affairs

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

204 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-3744 Fax 780-422-9550

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ITEM 9.1

Town of Vulcan

Request for Decision (RFD)

Committee and Administrative Reports

Meeting:	Regular Council
Meeting Date:	**September 12, 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 General Board of Director's Meeting – Agenda – Minutes – June 2, 2016
- Municipal Planning Commission – Agenda – Minutes – August 22, 2016
- Vulcan District Waste Commission – Agenda – Minutes – August 24, 2016

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

N/A

RECOMMENDED ACTION:

- ORRSC – Annual General Board of Director's Meeting – Agenda – Minutes – June 2, 2016
- Municipal Planning Commission – Agenda – Minutes – August 22, 2016
- Vulcan District Waste Commission – Agenda – Minutes – August 24, 2016

Moved by Councillor _____ THAT the minutes and/or verbal reports of Town represented Boards/Committees at the September 12, 2016 Town Council Meeting be received for information.

Initials show support -Reviewed by: _____ **Director:** _____ **CAO**

OLDMAN RIVER REGIONAL SERVICES COMMISSION

MINUTES – 2 (2016)

ANNUAL GENERAL BOARD OF DIRECTORS' MEETING

Thursday, June 2, 2016 – 7:00 p.m.

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

BOARD OF DIRECTORS:

Bill Graff (absent) ..... Village of Arrowwood
Jane Jensen ..... Village of Barnwell
Ed Weistra (absent) ..... 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 ..... Town of Coaldale
Sheldon Watson ..... Town of Coalhurst
Ken Galts ..... Village of Coutts
Garry Hackler (absent) ..... Village of Cowley
Bill Kovach ..... Mun. Crowsnest Pass
Dave Filipuzzi ..... Mun. Crowsnest Pass
Gordon Wolstenholme (absent) . 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
Gordon Simpson - alternate ..... County of Newell
Pete Pelley ..... Village of Nobleford
Henry de Kok ..... Town of Picture Butte
Quentin Stevick - alternate ..... M.D. of Pincher Creek
Lorne Jackson - alternate ..... Town Pincher Creek
Ronald Davis (absent) ..... M.D. of Ranchland
Greg Robinson ..... Town of Raymond
Barry Johnson ..... Town of Stavely
Ben Nilsson ..... Village of Stirling
Ben Elfring ..... M.D. of Taber
Margaret Plumtree ..... 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
Steve Harty ..... Senior Planner
Mike Burla ..... Senior Planner
Bonnie Brunner ..... Planner
Gavin Scott ..... Planner
Ryan Dyck ..... Planner
Cam Klassen ..... Assistant Planner
Leda Kozak Tittsworth ..... Assistant Planner
Jordan Thomas ..... GIS Analyst
Ben Crooks ..... Co-op Student
Stacy Olsen ..... Subdivision Technician
Barb Johnson ..... Executive Secretary

AGENDA:

1. **Approval of Agenda** – June 2, 2016 .....

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2. **Approval of Minutes** – March 3, 2016 ..... (attachment)

3. **GUEST SPEAKER: Jason O'Connor – Axia Community Relations**
"Delivering the Ultimate Internet to Alberta, One Town at a Time"

4. **Business Arising from the Minutes**

5. **Reports**
   (a) Executive Committee Report ..... (attachment)
   (b) GIS Update .....

6. **Business**
   (a) Draft ORRSC Annual Report and Financial Statements 2015 ..... (attachment)
   (b) Municipal Fibre Optics Planning ..... (attachment)
   (c) Fee For Service Update ..... (attachment)

7. **Accounts**
   (a) Summary of Balance Sheet and Statement of Income for the 4-month period: January 1 - April 30, 2016 ..... (attachment)

8. **Adjournment** – until September 1, 2016 .....

VICE-CHAIR HENRY VAN HIERDEN CALLED THE MEETING TO ORDER AT 7:10 P.M.

1. **APPROVAL OF AGENDA**

Moved by: John Connor
THAT the Board of Directors approve the agenda of June 2, 2016, as presented. **CARRIED**

2. **APPROVAL OF MINUTES**

Moved by: David Hawco
THAT the Board of Directors approves the minutes of March 3, 2016, as presented. **CARRIED**

3. **GUEST SPEAKER:** ***Jason O'Connor – Axia Community Relations***
"Delivering the Ultimate Internet to Alberta, One Town at a Time"

Axia representatives Jason O'Connor (Community Relations) and David Skabar (Residential Sales Manager) gave a presentation on their Generation Axia campaign in southern Alberta. Axia is a Calgary based company focused on bringing its fibre optic network to proactive communities across the province. Fibre transmits data at the speed of light. It is the fastest, most reliable, high

performance technology available. Axia will invest its own money to blanket the community with fibre at no cost to the community. This streamlines the relationship and allows the community to focus on engagement with its citizens relating to the culture of use.

Axia is live in several southern Alberta and is currently building fibre networks in others. Following compelling success and adoption of Axia's services in Rural Alberta, Axia is looking for the progressive and motivated communities for investment. Axia will be investing in fibre infrastructure in communities that reach 30% expressions of interest and qualify with their engineering requirements. Residential and business customers can express interest at www.axia.com/alberta.

Contact Jason O'Connor at jason.oconnor@axia.com or 403-968-8324 for further information.

4. BUSINESS ARISING FROM THE MINUTES

None.

5. REPORTS

(a) Executive Committee Report

- Both reports for the meetings of April 14 (attached to the agenda) and May 12 (handed out at the meeting) were reviewed.

Moved by: Rick Howard

THAT the Board of Directors receive the Executive Committee Report for the meetings of April 14 and May 12, 2016, as information. **CARRIED**

(b) GIS Update

- Development permit documents are currently being attached to the GIS in the test community of the Town of Coaldale. GIS staff are also in the process of updating assessment data for all municipalities to reflect 2015 assessments. Four training sessions for municipal staff were recently held with a total of 60 attending, representing most GIS municipalities.

6. BUSINESS

(a) Draft ORRSC Annual Report and Financial Statements 2015

- The following overview of financial performance for 2015 was presented. Overall it was a good year and the auditors are pleased with our financial position. Due to increased revenues and putting some expenses on hold, excess revenue over expenses totalled $171,151.
- ORRSC does not receive any direct funding from the province, although each year there is more legislation with which we have to comply (e.g. SSRP, MGA changes, etc.). Growth Management Boards in Edmonton and Calgary currently receive provincial funding; other municipalities have to work collaboratively through grants. There may be some financial aid in the future, but we don't know the particulars at this time.

HIGHLIGHTS

	2014	2015
Net Revenues	2,016,450	2,063,824
Membership - Planning	859,486	875,845
Membership - GIS	464,825	487,038
Subdivision	325,956	298,481
Fee-for-Service	273,859	383,240
Net Expenses	1,933,111	1,899,484
Salaries & Benefits	1,561,230	1,614,726
Excess of Revenues over Expenditures	92,928	171,151
Internally Restricted Net Assets (Reserves)	0	49,905
Total Equity	687,711	806,865

REVENUE

Moved by: Jane Jensen

THAT the Board of Directors approve the Draft ORRSC Annual Report and Financial Statements for the year ending December 31, 2015, as presented. **CARRIED**

- Municipal Affairs requires ORRSC to submit the Auditor's Report and Financial Statements to them prior to May 1 each year. Our request to extend this deadline until after the June Annual General Meeting was denied; thereore a Board resolution clarifying that the Executive Committee has authority to approve and submit the report on behalf of the Board is warranted.

Moved by: Fred Rattai

THAT the Board of Directors further delegate to the Executive Committee the approval of the Audited Financial Statements for submission to Alberta Municipal Affairs prior to May 1 of each year, with the Board of Directors then reviewing and ratifying the Executive Committee's approval at the June Annual General Meeting. **CARRIED**

(b) Municipal Fibre Optics Planning

- The agenda package includes a letter to SouthGrow addressing the following question posed by Greg Robinson at the last Board of Directors' meeting, *"How can municipalities adjust their municipal documents, policies, and processes to prepare for broadband internet via fibre optics and its potential for economic development opportunities?"* Three recommendations were provided:
  - It is recommended for communities that desire to add telecommunications conduit at the time of a new subdivision that it be included in Municipal Development Plans and Area Structure Plans as a policy. And further that municipal land use bylaws be reviewed for subdivision design standards and utility easement requirements.

- It is recommended that all municipalities be in control of shallow utility easements and acquire their own engineering standards in which they implement utility line assignments and require a telecommunications conduit to be installed for future use.
- Further to the recommendations above the Federation of Canadian Municipalities has a standard access agreement for municipalities to use when negotiating with a telecommunications company who intends on installation within municipal ROW and property.

- Municipalities that want to include policies in their plans to address this issue are advised to contact their planner.

(c) Fee For Service Update

- The status of current Fee For Service projects was included in the agenda, for information.

7. ACCOUNTS

(a) Summary of Balance Sheet and Statement of Income for the 4-month period: January 1 - April 30, 2016

Moved by: Lorne Jackson

THAT the Board of Directors accept the Summary of Balance Sheet and Statement of Income for the 4-month period: January 1 - April 30, 2016, as information. **CARRIED**

8. ADJOURNMENT

Moved by: Richard Van Ee

THAT we adjourn the Annual General Board of Directors' Meeting of the Oldman River Regional Services Commission at 8:20 p.m. until **Thursday, September 1, 2016 at 7:00 p.m.** **CARRIED**

/bj

CHAIR: Gordon Wolstenholme

Vulcan District Waste Commission

AGENDA

August 24, 2016
7:30 PM
Vulcan County Council Chambers
Administration Building
102 Centre Street, Vulcan, Alberta

Page		
	1	**Call to Order**
	2	**Approval of Agenda and Additions**
	a)	**Approval of the Agenda**
	3	**Adoption of Minutes**
2 - 4	a)	**Minutes of the July 22, 2016 meeting**
	b)	**Business arising from the minutes**
	4	**General Manager's Report**
	a)	**Manager's report - Dick Ellis**
	5	**SAEWA Report**
	a)	**SAEWA Report - Tom Grant**
	6	**Financial Reports**
	a)	**Financial Report and Cheque Listing**
	7	**Information Items**
5	a)	**Carmangay Appointment of Kym Nichols**
6	b)	**Vulcan County Appointment of Roy Lucas**
	8	**Member Inquiries**
	9	**In Camera**
	10	**Next Meeting**
	11	**Adjournment**

VULCAN COUNTY
MINUTES
Vulcan District Waste Commission
July 20, 2016
Council Chambers
Administration Building
102 Centre Street, Vulcan, Alberta

Present:	Ron Wickstrom, Chair	Member at Large
	Michael Monner	Vulcan County
	Tom Grant, Vice Chair	Town of Vulcan
	Bill Graff	Village of Arrowwood
	Barry Monner	Village of Milo
	Rod Ruark	Vulcan County
	Cecil Sabourin	Village of Carmangay
	Trevor Wagonvoort	Village of Champion
Absent:	Craig Stokes, Village of Lomond	
Also Present:	Dick Ellis, Operations Manager	
	Heather Selke, Assistant	

Call to Order
Chair Wickstrom called the meeting to order at 7:32pm
Chair Wickstrom Introduced the new Member representing Milo, Councillor Barry Monner.

Approval of Agenda and Additions
Approval of the Agenda

VDWC 2016-07-01 MOVED BY MEMBER WAGONVOORT that the Agenda is approved with the following additions:
Action Item: Representation of the Protective Services Department of Vulcan County.

CARRIED UNANIMOUSLY.

Adoption of Minutes
Minutes of the June 22, 2016 meeting

VDWC 2016-07-02 Committee reviewed the minutes of the June 22, 2016 meeting.

MOVED BY MEMBER M. MONNER that the minutes of the June 22, 2016 meeting of the Vulcan District Waste Commission are adopted as presented.

CARRIED UNANIMOUSLY.

SAEWA Report

SAEWA Report - Tom Grant

VDWC 2016-07-03 MOVED BY MEMBER M. MONNER that the SAEWA report be accepted for information.

CARRIED UNANIMOUSLY.

Member Graff joined the meeting at 7:40 pm

Action Items

Representative from the Protective Services Department of Vulcan County

Director of Protective Services for Vulcan County and Regional Fire Chief, Stuart Larson came to the chair and provided information regarding the refusal of burning permits.
Interim Chief Administrative Officer of Vulcan County, Nels Petersen offered insight and offered Vulcan County Resources.
Regional Deputy Fire Chief Doug Headrick came to the chair to provide information regarding the condition of the burn pits.

In Camera

VDWC 2016-07-04 MOVED BY MEMBER GRANT to move to an In-Camera Session at 8:21pm

CARRIED UNANIMOUSLY.

Member Ruark left the meeting at 8:44pm

VDWC 2016-07-05 MOVED BY MEMBER M.MONNER to move out of In-Camera Session at 9:03pm

CARRIED UNANIMOUSLY.

Action Items

Operational Issues

VDWC 2016-07-06 MOVED BY MEMBER WAGONVOORT that the Commission allow the County to use their resources to clean the burn pit

FOR	AGAINST
MEMBER WAGENVOORT	MEMBER GRAFF
MEMBER GRANT	
MEMBER M. MONNER	
MEMBER WICKSTROM	
MEMBER B. MONNER	
MEMBER SABOURIN	

CARRIED

VDWC 2016-07-07 MOVED BY MEMBER GRANT to keep the Transfer Station burn pit portion closed and to send a letter to Vulcan County accepting their offer made to help clean the burn pits.

CARRIED UNANIMOUSLY.

VDWC 2016-07-08 MOVED BY MEMBER WAGENVOORT That the Commission send a letter to Vulcan County asking that they amend their procedure to allow the Waste Commission to burn as they have in the past.

After discussion with the Commission Member Wagonvoort withdrew the motion.

VDWC 2016-07-09 MOVED BY MEMBER M. MONNER that the Commission quantify the cost incurred by extra staffing and extra tonnage to keep the site in operation for the residents in the Waste Commissions Jurisdiction.

CARRIED UNANIMOUSLY.

Next Meeting

Next meeting of the Waste Commission to be held Augusts 24th, 2016

Adjournment

Chair Wickstom adjourned the meeting at 9:49pm

DRAFT

Dick Ellis, General Manager

DRAFT

Ron Wickstrom, Chair

MUNICIPAL PLANNING COMMISSION

Town of Vulcan Council Chambers

Monday, August 22, 2016 - 2:00 p.m.

A G E N D A

CALL TO ORDER

1.0 DELEGATIONS/OPEN SESSION FOR PUBLIC

2.0 ADDITIONS TO AGENDA - NIL

3.0 MINUTES

3.1 Municipal Planning Commission Meeting Minutes of July 19, 2016

4.0 MISC CORRESPONDENCE

4.1 Robert Shearer – August 10, 2016

5.0 SUBDIVISION, DEVELOPMENT APPLICATIONS & WAIVER REQUESTS

5.1 D16.30 – R-3 – Discretionary Use – Accessory Building (Greater than 840 sq ft) – Lot 3 Block 58 Plan 1411590 – 1017-1 Avenue South

5.2 D16.31 –C-1-Discretionary Use – Animal care service, small – Lot 22 Block 6 Plan 7000AG – 221 Centre Street

6.0 UNFINISHED BUSINESS - NIL

7.0 NEW BUSINESS - NIL

8.0 DEVELOPMENT OFFICER'S REPORT

9.0 LAND USE BY-LAW REVIEW

10.0 QUESTION PERIOD

11.0 IN-CAMERA

12.0 NEXT MEETING – September 20, 2016

12.0 ADJOURNMENT

******Please note: Agenda package processed for cancelled meeting of August 16, 2016 applies to meeting held August 22, 2016*******

MINUTES OF THE TOWN OF VULCAN MUNICIPAL PLANNING COMMISSION MEETING
HELD IN THE TOWN OF VULCAN COUNCIL CHAMBERS
ON TUESDAY, AUGUST 22, 2016
COMMENCING AT 2:00 P.M.

PRESENT: Chairman John Seaman and Members, Randy Wolfe, Sue Dow, Lyle Magnuson

ABSENT: Vice Chairman Ross Zuehlke, Ron Fernley

STAFF: Nancy Neufeld, Development Officer,

OTHERS: Rita Neiman, Kevin Hansen, Andrea Hansen

CALL TO ORDER:

Chairman John Seaman called the meeting to order at 2:02 p.m. ***CARRIED***

1.0 DELEGATION – NIL

2.0 ADDITIONS TO AGENDA

Motion: 16.45

Moved by Member Lyle Magnuson that the Agenda as presented be approved Commission. ***CARRIED***

3.0 MINUTES

3.1 Minutes of the July 19, 2016 meeting of the MPC were presented for adoption.

Motion: 16.46

Moved by Member Randy Wolfe that the Minutes of the Town of Vulcan Municipal Planning Commission of July 19, 2016 be approved as read by each member of the Commission. ***CARRIED***

4.0 MISCELLANEOUS CORREPOSDENCE

MOTION: 16.47

Moved by Member Sue Dow that the Miscellaneous Correspondence to July 19, 2016 be accepted for information. ***CARRIED***

5.0 SUBDIVISION & DEVELOPMENT REQUESTS

5.1 **Development Permit Application D16.30**
Lot 3 Block 58 Plan 1411590
1017-1 Avenue South

DRAFT

Discretionary Use – Accessory Building (Greater than 840 sq ft)

Rita Nieman (delegate of applicant David Neiman) addressed the meeting in regards to to the use of the building and the design.

Decision Required

MOTION: 16:48

Moved by Member Lyle Magnuson that Development Permit D16.30 be approved with the recommended Development Permit Conditions, Option 1 as presented. ***CARRIED***

5.2 **Development Permit Application 16.31**
Lot 22 Block 6 Plan 7000AG
221 Centre Street

Discretionary Use – Animal care service, small

Applicant Amanda Hansen provided information on the proposed business. Indication was made that there would be 1 person in attendance at all times for every three dogs.

Decision Required

MOTION: 16:49

Moved by Member Sue Dow that Development Permit D16.31 be approved with the recommended Development Permit Conditions, Option 1 as presented. ***CARRIED***

Applicants left the meeting at 3:05 p.m.

6.0 UNFINISHED BUSINESS – NIL

7.0 NEW BUSINESS – NIL

8.0 DEVELOPMENT OFFICER'S REPORT

The Commission was provided with the Development Officer's Report

Motion: 16.50

Moved by Member Sue Dow that the Municipal Planning Commission receive the Development Officer's Report for information. ***CARRIED***

9.0 LAND USE BY LAW REVIEW

Schedule 4 General Standards was reviewed.

10.9 QUESTION PERIOD

DRAFT

Member Randy Wolfe inquired as to parking requirements in the downtown area and there was discussion amongst the members regarding future parking needs.

11.0 IN-CAMERA - NIL

12.0 DATE OF NEXT MEETING

Next meeting of the MPC to be held September 20, 2016

13.0 ADJOURNMENT

The meeting was adjourned by Lyle Magnuson at 3:20 p.m.

_____

CHAIRMAN

_____

SECRETARY

DRAFT

ITEM 10.1

Town of Vulcan

Request for Decision (RFD)

Rescind Policies for Sale of Town Property

Meeting:	Regular Council
Meeting Date:	**September 12, 2016**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Administration has been reviewing current policies in preparation for development of a fees bylaw. In this review we have identified several policies that are outdated or no longer relevant.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Town has six policies in place that deal with the sale of Town property. The majority of these policies were adopted in regards to the lots in Allen Acres. As the current policies are in some cases contradictory to each other, and specific to certain types of sales, we have drafted a single policy that will allow for the disposal of municipal land in accordance with the Municipal Government Act.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Council THAT Council rescinds the following six policies:

- F-5 Sale of Town owned Lots
- F-5a Sale of Town owned Lots, Real Estate Co-sales Agreement
- F-11 Sale Price of Town owned Lots
- F-18 Lot Refunds
- F-35 Taxes Purchase Agreement
- F-33 Sale of Lots

Initials show support -Reviewed by: _____ **Director:** _____ **CAO**

ADMINISTRATOR'S REPORT

TO: **TOWN COUNCIL**

FROM: **Kim Fath, CAO**

DATE: **September 7th, 2016**

Background

Administration has been reviewing current policies in preparation for development of a fees bylaw. In this review we have identified several policies that are outdated or no longer relevant.

Discussion

The Town has six policies in place that deal with the sale of Town property. The majority of these policies were adopted in regards to the lots in Allen Acres. As the current policies are in some cases contradictory to each other, and specific to certain types of sales, we have drafted a single policy that will allow for the disposal of municipal land in accordance with the Municipal Government Act.

Consideration

Council is asked to consider rescinding the following six policies: F-5 (Sale of Town owned Lots), F-5a (Sale of Town owned Lots, Real Estate Co-sales Agreement), F-11 (Sale Price of Town Owned Lots), F18 (Lots Refunds), F-35 (Taxes Purchase Agreement), and F-33 (Sale of Lots) and approve the new Disposal of Municipal Property Policy PL-7

Respectfully Submitted

Kim Fath
Chief Administrative Officer

TOWN OF VULCAN

TITLE: Sale of Town-Owned Lots **ADOPTED BY COUNCIL AT A REGULAR/SPECIAL COUNCIL MEETING:** February 26, 1996 (amended)	**POLICY NUMBER:** F-5
	SUPERSEDES POLICY NUMBER:
	SUPERSEDED BY POLICY NUMBER:

STATEMENT:

The procedure for the sale of Town-owned lots shall be as follows:

OPTION AGREEMENT - (Appendix "A")

The lots are sold on an option basis with a commitment to complete a Purchase Agreement within one hundred and eighty (180) days.

At the time of signing the Option Agreement, the purchaser is required to pay ten (10%) per cent of the full purchase price of the lot as consideration for the option.

AGREEMENT FOR SALE - (Appendix "B")

The purchaser is required to enter into a Purchase Agreement and pay the full purchase price on the lot and commence construction within one hundred and eighty (180) days of the day of completing the Purchase Agreement.

GST is payable by the purchaser upon the sale of a Town-owned lot.

DOUBLE LOTS

Two adjoining lots may be sold as one parcel to accommodate a house design requiring a large lot.

TAXES

The purchaser is responsible for taxes on the property from the date the Purchase Agreement is entered into.

TRANSFER OF TITLE

Transfer of Title to the property will be issued seven days following receipt of payment in full. (amended February 26, 1996)

The cost of registering the Transfer at the Land Titles Office is the responsibility of the purchaser.

The Transfer is issued in the name or names as shown on the Option and Purchase Agreements. Purchasers should ensure that they give their full and complete names at the time the agreements are prepared.

SURVEY CERTIFICATES

The purchaser is responsible for establishing property lines and providing a Survey Certificate to the Town at the foundation stage of construction.

FOOTING CERTIFICATES

The purchaser is responsible for a Footing Certificate if it is required.

FOOTING GRADES

The Town will check the footing elevation prior to construction of basement walls.

FILL DIRT AND TOPSOIL

Except as stated in Policy No. PL-3, the purchaser is responsible for all fill dirt and topsoil required to properly landscape the property and is responsible for maintenance of boulevards adjacent to the property.

(See also Policy No. F-27)

APPENDIX B

Purchase Agreement

TOWN OF VULCAN Vulcan, AB

_____ (Date)

I, _____ of the _____ of _____

in the Province of Alberta, _____ AND I, _____ of the

_____ of _____ in ,the Province of Alberta,

_____ hereby agree to purchase the lands hereafter described for the sum of

$_____. This property is sold subject to certain building covenants and conditions outlined in the Town of Vulcan Land Use By-Law and Building By-Law which WE/I have agreed to.

LOT _____ BLOCK _____ PLAN _____ MUNICIPAL ADDRESS _____

WE/I know of and agree to:

(a) Utility right-of-ways.
(b) Pay taxes commencing the 1st day of the month following 30 days of the purchase date on this agreement.
(c) Be responsible for all maintenance of boulevard(s) adjacent to the property.
(d) If WE/I do not commence construction within one hundred and eighty (180) days from the date hereof, and continue construction with reasonable diligence, allowing only for causes beyond my/our control, WE/I will be returned the purchase price of the lot LESS ten (10%) per cent forfeited to the Town of Vulcan, and WE/I will have no further claims on the said lands or against the Town of Vulcan, its successors or assigns.
(e) WE/I shall not assign my interest under this agreement without the prior written consent of the Town of Vulcan.
(f) Transfer of Title - 7 days following receipt of payment in full.
(g) I am responsible for establishing property lines and survey certificates and footing certificates if required.
(h) I am responsible for all fill dirt and top soil required to properly landscape the property.
(i) A $500 refundable damage deposit is to be paid upon completion of this Agreement, in addition to the purchase price.
(j) Fill dirt from excavations will be removed by Town Crew to low lying lots.

The prepaid utilities and services included in the purchase price of this land are as follows:

(1) Water main with connection to the property line
(2) Sewer main with connection to the property line
(3) Curb, gutter and sidewalk constructed
(4) Underground power to property line
(5) Underground Street Lighting on Steel Standards
(6) Underground Telephone service to property line
(7) Paved front street
(8) Gravelled laneways

(Strike out those items which do no apply)

THE PURCHASER'S NAMES (_____) _____
(print) Signature

_____
Occupation

(_____) _____
(print) Signature

_____ _____
Address Occupation

RECEIPT of this agreement is hereby acknowledged on behalf of the Town of Vulcan.

TOWN OF VULCAN

_____ _____
Date Municipal Administrator

TOWN OF VULCAN	
TITLE: Sale of Town-Owned Lots, Real Estate Co-Sales Agreement	**POLICY NUMBER: F-5a**
	Motion Number: 98.183
ADOPTED BY COUNCIL AT A REGULAR/SPECIAL COUNCIL MEETING: June 22, 1998	**By-Law Number:**

STATEMENT:

Procedure and Agreement for the sale of Town-owned lots by Real Estate Companies shall be as follows:

- As agreed by Council (Motion No.98.183), an agreement may be entered into with a real estate company to sell two classes of property owned by the Town of Vulcan:
  - Residential
  - Commercial/Industrial
- **Sale of Residential Lots**

  Where an agreement (Appendix A) has been entered into with a real estate company, a commission of five percent (5%) will be paid to the real estate company as per the agreement.
- **Sale of Commercial Lots**

  Where an agreement (Appendix A) has been entered into with a real estate company, a commission of three percent (3%) will be paid to the real estate company based on fair market value as per the agreement.

APPENDIX A

LOT SALE AGREEMENT

This Agreement dated this ____ day of _____, 199_.

BETWEEN:

THE TOWN OF VULCAN, a corporate body having its offices in the Town of Vulcan, in the Province of Alberta.

(Hereinafter referred to as the "**Town**")

-and-

_____, of the Town of Vulcan, in the Province of Alberta.

(Hereinafter referred to as the "**Realtor**")

WHEREAS the Town and the Realtor would like to form an agreement for the sale of the industrial and residential lots owned by the Town of Vulcan;

NOW THIS INDENTURE WITNESSETH THAT in consideration of the mutual covenants, conditions and stipulations hereinafter reserved and contained, the Realtor shall list and be authorized by the Town to sell residential and industrial lots owned by the Town.

1. The term of the said agreement shall be for a period until either party gives thirty days notice in writing that it wishes to discontinue with the agreement.

2. The Realtor shall be responsible for all costs incurred by them for the promotion for the sale of said lots.

3. It is understood by both parties that any other Realtor wishing to enter into this agreement with the Town will be permitted to do so with the same agreement being signed by both parties. This agreement does not give exclusive listing to one Realtor.

4. A commission of 5% will be paid to the Realtor by the Town upon the final sale of industrial lots. A commission of 3% will be paid to the Realtor by the Town upon the final sale of residential lots.

5. The said lands may also be sold by the Town with no involvement of a Realtor.

6. The said lands will be sold for the amount set by the Town or negotiated by the Town, plus GST.

7. The said price of the lot will be for a lot serviced with water and sewer. Should servicing not be available at the time of sale, it will be the responsibility of the Town to install same to the property line.

IN WITNESS WHEREOF the parties hereto have executed this agreement as of the day and year first above written.

TOWN OF VULCAN

_____	_____
Mayor	**Witness**
_____	_____
Administrator	**Witness**

_____ **REALTY**

_____	_____
_____ **Realty**	**Witness**

TOWN OF VULCAN

TITLE: Sale Price of Town-Owned Lots **ADOPTED BY COUNCIL AT A REGULAR/SPECIAL COUNCIL MEETING:**	**POLICY NUMBER:** F-11
	SUPERSEDES POLICY NUMBER:
	SUPERSEDED BY POLICY NUMBER:

STATEMENT:

The sale price of Town-owned lots shall be reviewed by Council annually.

TOWN OF VULCAN

TITLE: Lot Refunds **ADOPTED BY COUNCIL AT A REGULAR/SPECIAL COUNCIL MEETING:**	**POLICY NUMBER:** F-18
	SUPERSEDES POLICY NUMBER:
	SUPERSEDED BY POLICY NUMBER:

STATEMENT:

A)A refund on purchase of lots may be made subject to the land being restored to its original form.

B)Any costs associated with digging the basement and/or restoring are at the sole expense of the purchaser.

TOWN OF VULCAN

TITLE: Taxes - Purchase Agreement	**POLICY NUMBER:** F-34
	MOTION NUMBER: 96.100
ADOPTED BY COUNCIL AT A REGULAR/SPECIAL COUNCIL MEETING: February 26, 1996	**BY-LAW NUMBER:**

STATEMENT:

Taxes are to be paid commencing the first day of the month following 30 days of the purchase date on the Town of Vulcan Purchase Agreement (attached as "Schedule A").

Purchase Agreement

TOWN OF VULCAN

Vulcan, AB

_____ (Date)

I, _____ of the _____ of _____

in the Province of Alberta, _____ AND I, _____ of the

_____ of _____ in ,the Province of Alberta,

_____ hereby agree to purchase the lands hereafter described for the sum of

$_____. This property is sold subject to certain building covenants and conditions outlined in the Town of Vulcan Land Use By-Law and Building By-Law which WE/I have agreed to.

LOT _____ BLOCK _____ PLAN _____ MUNICIPAL ADDRESS _____

WE/I know of and agree to:

(a) Utility right-of-ways.
(b) Pay taxes commencing the 1st day of the month following 30 days of the purchase date on this agreement.
(c) Be responsible for all maintenance of boulevard(s) adjacent to the property.
(d) If WE/I do not commence construction within one hundred and eighty (180) days from the date hereof, and continue construction with reasonable diligence, allowing only for causes beyond my/our control, WE/I will be returned the purchase price of the lot LESS ten (10%) per cent forfeited to the Town of Vulcan, and WE/I will have no further claims on the said lands or against the Town of Vulcan, its successors or assigns.
(e) WE/I shall not assign my interest under this agreement without the prior written consent of the Town of Vulcan.
(f) Transfer of Title - 7 days following receipt of payment in full.
(g) I am responsible for establishing property lines and survey certificates and footing certificates if required.
(h) I am responsible for all fill dirt and top soil required to properly landscape the property.
(i) A $500 refundable damage deposit is to be paid upon completion of this Agreement, in addition to the purchase price.
(j) Fill dirt from excavations will be removed by Town Crew to low lying lots.

The prepaid utilities and services included in the purchase price of this land are as follows:

(1) Water main with connection to the property line
(2) Sewer main with connection to the property line
(3) Curb, gutter and sidewalk constructed
(4) Underground power to property line
(5) Underground Street Lighting on Steel Standards
(6) Underground Telephone service to property line
(7) Paved front street
(8) Gravelled laneways

(Strike out those items which do no apply)

THE PURCHASER'S NAMES (_____) _____
(print) Signature

_____
Occupation

(_____) _____
(print) Signature

_____
Address

_____
Occupation

RECEIPT of this agreement is hereby acknowledged on behalf of the Town of Vulcan.

TOWN OF VULCAN

_____
Date

_____
Municipal Administrator

TOWN OF VULCAN

TITLE: Sale of Lots	POLICY NUMBER: F-33
ADOPTED BY COUNCIL AT A REGULAR/SPECIAL COUNCIL MEETING: June 22, 1998	MOTION NUMBER: 98.183 BY-LAW NUMBER:

STATEMENT:

Any realty company that wishes to be included for the sale of industrial lots and/or residential lots situated in the Town of Vulcan are to enter into an agreement with the Town of Vulcan.

For each lot the realty company sells, the Town will pay a commission of 5% for industrial lots and 3% for residential lots.

ITEM 10.2

Town of Vulcan

Request for Decision (RFD)

Policy PL-7 Disposal of Municipal Property

Meeting:	Regular Council
Meeting Date:	**September 12, 2016**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Administration has identified several policies that deal with the sale of Town property that are outdated or no longer relevant.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Administration has drafted a policy that will allow for the disposal of municipal land in accordance with the Municipal Government Act.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor THAT Council approves Policy PL-7 Disposal of Municipal Property.

Initials show support -Reviewed by: _____ **Director:** _____ **CAO**

TOWN OF VULCAN

POLICY MANUAL

TITLE OF POLICY	POLICY NUMBER
Disposal of Municipal Property	**PL-7**
	SUPERCEDES POLICY NO:

	Date	Resolution #
Adopted		

STATEMENT: **The Town of Vulcan requires a policy to formalize a process for the disposition of Municipal owned lands which meets the requirements as set out in the Alberta Municipal Government Act.**

PURPOSE: **The purpose of this policy is to administer a fair and consistent formal process in the disposition of municipal owned land, and in doing so fulfilling its legislative mandate through meeting legal and statutory requirements for the disposition of Municipal lands.**

1. Definitions

The following definitions shall apply within this policy:

1.1 **Appraisal** - means an official valuation of property by an authorized person.

1.2 **Direct Sales** - means the sale of municipal lands that has been initiated by the public.

1.3 **Land** - includes all properties whether vacant land or land containing buildings.

1.4 **Land Purchase Application Form** (Schedule "A") - means the form that contains purchase conditions as set out by the Municipality, purchaser's information, and purchase value. Form is to be completed and submitted to initiate the purchase process.

1.5 **Municipality** - means the Municipal Corporation of the Town of Vulcan

1. Definitions Continued

1.6 **Public Sales** - means the sale of lands that the Town is actively trying to dispose of.

2. Policy

2.1 The disposal of municipal lands will be considered in the context of the overall policies of the municipality, including the Municipal Development Plan, Land Use Bylaw, and Community Strategic Plan.

2.2 The sale of land may be initiated by either the Municipality or by an individual, company or organization that is interested in acquiring the land.

2.2 All matters related to the disposal of Municipal property shall meet the following requirements of the Municipal Government Act:

a) Municipal Government Act. Part 3. Division 8 - Limits of Municipal Powers, Division of Lands - Section 70

b) Municipal Government Act, Part 16 - Requirements for Advertising - Section 606

3. General Rules

3.1 The disposal of lands may take place through two separate methods. Public sale of land includes land that the Municipality knowingly and actively wants to sell. Direct sales include lands that are not actively advertised and that are initiated through the public. The Municipality shall proceed through the following process once it is prepared to sell its municipal lands.

4. Public Sales

4.1 Reference will be made to statutory documents including the Land Use Bylaw and Municipal Development Plan prior to consideration of, and advertising the sale of municipal property.

4.2 The Chief Administrative Officer, or designate, shall have an appraisal done on the subject property to assist in establishing a market value.

4. Public Sales Continued

4.3 The Chief Administrative Officer, or designate, shall have prepared an information package(s) on the subject land(s) that includes the following:

a) A brief description of the subject land(s) (including the location, minimum sale price, zoning and any other relevant information)
b) Copy of the title and plan
c) Copy of relevant Zoning guidelines and Development Permit guidelines, if applicable
d) Copy of any covenants registered on the property.
e) Land Purchase Application form that is to be completed by the prospective purchaser.

4.4 The Municipal newsletter and website will be utilized to list Municipal owned lands that are being offered up for sale to the public.

4.5 The Chief Administrative Officer may have public notices published in local newspaper(s). The notice must include a description of the land or improvements, the nature and terms of the proposed disposition, and the process by which the land and/or improvements may be acquired.

4.6 The Chief Administrative Officer may utilize a Request For Proposal process to solicit interest for purchase of Municipal land for the purposes of sale and development of such land.

4.7 The Chief Administrative Officer may choose to market Municipal properties through local real estate companies.

4.8 Upon receiving Land Purchase Application form(s) the Chief Administrative Officer shall review any proposals received and prepare a report for Council.

4.9 All decisions on the disposal of municipally owned lands shall be made by Council.

4.10 The Chief Administrative Officer, or designate, shall provide a letter to the applicants informing them of the decision of Council.

4.11 Time period for land purchase processes shall take place within a 90 day time period.

5. Direct Sales

5.1 All inquiries made with regards to the purchase of municipally owned property shall be directed to the Chief Administrative Officer.

5.2 The Chief Administrative Officer shall prepare a report for Council which will include the Land Purchase Application form.

5.3 The Chief Administrative Officer shall include in the report information on the subject land(s) that includes the following:

a) A brief description of the subject land(s) (including the location, minimum sale price, zoning and any other relevant information)
b) Copy of the title and plan
c) Copy of relevant Zoning guidelines and Development Permit guidelines, if applicable
d) Copy of any covenants registered on the property.
e) Land Purchase Application form that is to be completed by the prospective purchaser.

5.4 Council will determine how they wish to procced based on the terms of the offer. The applicant shall be notified once Council has considered the terms of the offer.

5.5 An opportunity may be afforded the applicant to make a presentation at the delegation session of a regularly scheduled Council meeting regarding his/her interest in the municipal lands.

5.6 If Council elects to sell the lands or improvements, the Chief Administrative Officer, or designate, shall have an appraisal done on the subject property to assist in establishing the fair market value price. Appraisal costs will be the responsibility of the purchaser as per the established fee within the Fees Bylaw.

5.7 Should Council agree with the price, the Chief Administrative Officer may be directed to proceed with the sale process.

5.8 A notice will be placed in the local newspaper for two consecutive weeks advising of the intended sale of the property.

5.9 During the two week advertising period residents will be provided the opportunity to appeal the sale of land. Appeals must be in writing and identify the reason for the appeal. The appeal will be heard by the Chief Administrative Officer.

5. Direct Sales Continued

5.10 The successful purchaser must satisfy themselves as to any additional geotechnical or environmental investigative works that may be required. The Municipality will grant access to the site to conduct these investigations and any and all cost shall be the responsibility of the purchaser.

5.11 The Chief Administrative Officer, or designate shall complete the sale agreement process upon satisfaction of matters related to conditions.

- END OF POLICY-

SCHEDULE "A"

LAND PURCHASE APPLICATION FORM

TOWN OF VULCAN

Use only this form if you are interested in purchasing land from the Town of Vulcan. The information you provide is not an offer or a contract and does not constitute an interest in the land. The purpose of this form is to provide information to the Town of Vulcan regarding a desire to purchase properties prior to the negotiation of a formal agreement of purchase and sale. The completion and submission of the form in no way obligates the applicant to purchase the property in question and is not in any way binding upon the Town of Vulcan. It is for information purposes only.

The Town of Vulcan will review the form and contact the Purchaser to confirm whether or not the Town of Vulcan will negotiate a formal Agreement of Purchase and Sale. The Town of Vulcan reserves the right to negotiate with only those parties that the Town of Vulcan so determines in its sole discretion. The Town of Vulcan reserves the right to amend or abandon this listing without accepting any Land Purchase Application.

Purchaser

Purchaser or Purchasers Corporation (that is what is to appear on title)*	
Contact Person	
Mailing Address	
Phone Number(s)	
Fax Number	
E-mail Address	

*The Purchaser Corporation registered on Title to the Property must be either a registered Alberta Corporation or a corporation extra-provincially registered in Alberta. An Assignment to another corporation will only be permitted prior to the date of waiver or satisfaction of Conditions Precedent. AN ASSIGNMENT WILL NOT BE PERMITTED SUBSEQUENT TO WAIVER OR SATISFACTION OF CONDITIONS PRECEDENT.

Real Estate Brokerage (if represented)**

Associate Name and Brokerage	
Associate Phone Number	
E-mail Address	
Fax Number	

*If represented by a real estate associate, all negotiations must take place through the Associate.

Property Requested

Legal	
Municipal (Civic) Address	

Purchase Price

Total Purchase Price	$
Deposit	$

***A proposal letter is provided after the selection of a suitable Purchaser.

***10% of the Total Purchase Price to be paid upon acceptance of the Town's proposal letter

Additional Terms and Conditions

Are there any other Terms or Conditions you would like to add to the Agreement of Purchase and Sale?

#	Additional Terms and Conditions	Condition Date
1		
2		
3		

DATE: _____ SIGNED: _____

This information is collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy Act and for the purposes of property sale transactions with the Town of Vulcan.

It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act.

ITEM 11.1

Town of Vulcan

Request for Decision (RFD)

VBIT Request for Support

Meeting:	Regular Council
Meeting Date:	**September 12, 2016**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

On August 31, 2016 Ray Shaw the chair of VBIT brought forward a letter outlining tow initiatives that VBIT is bringing forward for Council's consideration.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

VAST is proposing the coordination of a Solar Course for CCHS. The first request is for access to the live monitoring and data from the Vulcan solar park, and a letter of support for this project. The live monitoring is not yet in place but will soon be accessible through the Enphase Website. The plan is to make this information public. This program shows a benefit to potential students In the community and meets the criteria for a letter of support.

With the changes in the Vtv platform and the return of the Town's investment, VBIT is committed to continue providing this community programming. The second request is for Council to consider taking the $5,000.00 Vtv investment that was returned to the Town, and to contribute it toward VBIT's efforts to continue the community programming. This donation could be considered under the Town's Policy F-45 One-Time Grants to Organizations.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor THAT Council directs administration to draft a letter of support for the VAST coordination of Special Projects 10 – Exploring Solar Energy including access to the live monitoring data from the Vulcan Solar Park; and

Moved by Councillor THAT Council approves a one-time grant of $5,000.00 to VBIT for the continued administration of the Community Virtual Network.

Initials show support -Reviewed by: _____ **Director:** _____ **CAO**

ADMINISTRATOR'S REPORT

TO: **TOWN COUNCIL**

FROM: **Kim Fath, CAO**

DATE: **September 8th, 2016**

Background

On August 31st 2016 Ray Shaw the chair of VBIT brought forward a letter outlining two initiatives that VBIT is bringing forward for councils consideration.

Discussion

VAST is proposing the coordination of a Solar Course for CCHS. The first request is for access to the live monitoring and data from the Vulcan solar park, and a letter of support for this project. The live monitoring is not yet in place but will soon be accessible through the Enphase Website. The plan is to make this information public. This program shows a benefit to potential students in the community and meets the criteria for a letter of support.

With the changes in the Vtv platform and the return of the Towns investment, VBIT is committed to continue providing this community programming. The second request is for council to consider taking the $5000.00 Vtv investment that was returned to the Town, and to contribute it toward VBIT's efforts to continue the community programming. This donation could be considered under the Town's Policy F-45 One-Time Grants to Organizations.

Consideration

Council is asked to consider the approval of a letter of support for the VAST coordination of Special Projects 10 – Exploring Solar Energy including access to the live monitoring data from the Vulcan Solar Park. Council is also asked to consider a one-time grant of $5000.00 to VBIT for the continued administration of the Community Virtual Network.

Kim Fath
Chief Administrative Officer

11.1

VBIT
Vulcan Brand Innovation Team

August 31, 2016

To: Town of Vulcan Council

Regarding:

1. Special Projects 10 - Exploring Solar Energy

2. Supporting of the splitting of vTV community platform to the new Community Virtual Network – cvnet.tv.

1. **Special Projects 10 – Exploring Solar Energy:** The Vulcan Academy of Science and Technology or VAST was formed to facilitate learning in Science and Technology in the Vulcan Community.

As attached document, VAST is coordinating a Special Project 10, Exploring Solar Energy at CCHS similar to the mentorship program set up by the Vulcan County Health Worker's Retention and Recruitment Committee.

The Special Projects 10 on Exploring Solar Energy would like to have access to the live monitoring and data from Vulcan Solar Park. Field trips and angle adjustment trials could be part of Special Projects 10 strictly under Town supervision. We would like to launch this program in January 2017.

We would like a letter of support to engage our partners:
Town of Vulcan, County Central High School, Palliser SD Beyond Borders, and Bow Valley Power.

Funding to support this program will be sourced with grants sourced by VBIT and donations from Bow Valley Power.

PO Box 1259, 110-2nd Ave N
Vulcan, Alberta
(403) 485-4100

VBIT
Vulcan Brand Innovation Team

2. **Community Virtual Network:** As you have been made aware, the vTV platform has been split into an entertainment platform and a community platform, cvnet.tv. VBIT felt that the community platform has been an important way for our community to communicate and connect and we believe the new platform will only get better as we concentrate on the community platform as a non-profit. We want to make this a sustainable virtual platform for our community to utilize far into the future. In order to be sustainable we need to increase content and educate our residents on how to use this to its full capacity.

The Town of Vulcan has been a great supporter of this endeavor and have utilized this platforms for making the Council Meetings more accessible to all as well as Recreation Department updates. For these reasons we would like to ask the Town of Vulcan council, to take the $5000 share that is being paid back to the Town of Vulcan and re-invest in the new community channel platform. This money will go towards the following:

a. Providing editing & uploading services of Town Council Meetings and Recreational Updates;
b. Explore new options for the Town of Vulcan to use the platform to communicate to its residents (i.e. video newsletters, notice of street closures, etc.)
c. Provide analytics to the council on an ongoing basis which tracks viewership and visits to town videos and;
d. Cost of the platform which is available to all town groups,

This ask is for VBIT's financial year (September 2016 – August 2017). We are applying for grant money and already have private sponsorship/advertising dollars committed to this project, therefore we will re-evaluate our financials and the sustainability of the project each fiscal year.

Thank you
Ray Shaw, VBIT Chair

PO Box 1259, 110-2nd Ave N
Vulcan, Alberta
(403) 485-4100

Vulcan Academy of Science and Technology

Project Title:

- Exploring Solar Energy

Time Commitment

- minimum of 125 hours

Alberta Education Credits Available

- max of 5 credits can be awarded

Target Audience:

- Any student in grades 10, 11, or 12 attending CCHS.

Goals

- Students will further their knowledge and understanding of basic electrical principles.
- Students will learn the basic scientific principles associated with the conversion of solar energy into electrical energy.
- Students will explore the technology associated with the conversion of solar energy to electrical energy.
- Students will have the opportunity to use the latest monitoring technology associated with solar energy.
- Students will gain a better understanding of the concepts associated with sustainable energy production.
- Students will have the opportunity to design and implement their own project.
- Students will meet and work with experts in the area of solar energy conversion systems.

Perquisites:

- Students are required to take at least one CTS Module on Electricity. For example, CTS 1030 ELT1030: CONVERSION & DISTRIBUTION - students experiment and work with principles of electrical energy conversion and distribution.
- Once they have completed the prerequisite CTS course, students in this project will be required to attend 2 or 3 solar energy workshops. These hands-on, interactive workshops will give students background knowledge in solar energy systems and the technology involved in designing and monitoring these systems.

Special Projects 10

- Once students have completed the workshops, they will have an opportunity to design and implement their own Special Project.

    - The student's project must meet all of the requirements for Special Projects 10 as specified by Alberta Education.
    - This project must meet or exceed all provincial health and safety regulations that apply.
- A mentor will be available to assist students with the design and implementation of the students' special project.
    - The mentor will meet with the student at a mutually agreeable time and place and offer advice and guidance. This is not job shadowing! The students are expected to do all of the work. The Mentor is there to talk to the student and perhaps narrow down the scope of the student's project. The mentor will make sure the student's project is realistic and can be in the specified time period. In addition, the mentor will ensure that the student's project is a safe and worthwhile learning experience.

Role of County Central High School

- To provide students with the opportunity to complete CTS 1030 or another appropriate introductory CTS module.
- CCHS teachers, in consultation with the mentors, will be involved in the evaluation of the student.

Implementation Date:

January 2017

Glen Hutton

ITEM 11.2

Town of Vulcan

Request for Decision (RFD)

Additional Paving on 2nd Street South

Meeting:	Regular Council
Meeting Date:	**September 12, 2016**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Administration and Public Works have discussed the option of additional paving work on 2nd Street South to include from 1st Avenue, east to the railway tracks (less 7 meters). This work could be completed while the other construction is taking place in this area.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

McNally Contractors have been approached to provide a quote for curb and gutter extensions and the road re-pavement in this area. The work must be completed while the crew is already in Town. We have contacted CP and they have no issues with this work being completed as long as we remain back from the tracks 7 meters.

COSTS / SOURCE OF FUNDING (if applicable):

The attached quote gives a breakdown of the work and associated costs. The funds would be drawn from the Contingency Reserve.

RECOMMENDED ACTION:

Moved by Councillor THAT Council approves the additional paving on 2nd Street South as per the August 31, 2016 quote from McNally Contractors not to exceed $27,000.00 with the funds to be drawn from the Contingency Reserve.

Initials show support -Reviewed by: _____ **Director:** _____ **CAO**

ADMINISTRATOR'S REPORT

TO: **TOWN COUNCIL**

FROM: **Kim Fath, CAO**

DATE: **September 7th, 2016**

Background

Administration and Public works have discussed the option of additional paving work on 2nd Street South to include from 1st avenue, east to the railway tracks (less 7 meters). This work could be completed while the other construction is taking place in this area.

Discussion

McNally Contractors have been approached to provide a quote for curb and gutter extensions and the road re-pavement in this area. The attached quote gives a breakdown of the work and associated costs. The work must be completed while the crew is already in Town. We have contacted CP and they have no issues with this work being completed as long as we remain back from the tracks 7 meters. The project has been quoted accordingly.

Consideration

Council is asked to consider approving the additional paving on 2nd Street South as per the August 31st 2016 quote from McNally Contractors not to exceed $27,000.00 with the funds to be drawn from the Contingency Reserve.

Respectfully Submitted

Kim Fath
Chief Administrative Officer

McNally Contractors (2011) Ltd.
4155 - 6 ave. north
Lethbridge Alberta
T1H 6X1

Date: August 31, 2016

To:

Town of Vulcan
P.O. Box 360
Vulcan Alberta
T0L 2B0

Phone: 403-485-2877
Cell: 403-485-0508
e-mail: sbirch@townof vulcan.ca

Attention: Stew Birch

Description	Qty	Unit	Price	Extended
2nd Street Upgrade				
1) Remove existing asphalt and base 570mm deep	315	s.m.	11.75	3,701.25
2) Supply and place filter cloth	315	s.m.	2.30	724.50
3) Supply and Place 25mm crush - 450mm deep	315	s.m.	29.25	9,213.75
4) Supply and Place standard curb & gutter	60	l.m.	80.00	4,800.00
5) Supply and apply prime coat	280	s.m.	1.10	308.00
6) Supply and Place Type 3 asphalt - 100mm deep	280	s.m.	26.40	7,392.00
				26,139.50

Notes

GST Is Extra
To be constructed when we are mobilized in Vulcan 2016

This Notice Of Acceptance Must Be Signed And Returned Via Fax To (403) 328-3509 Before We Proceed

Owner: _____

Mailing Address: _____

Price And Terms Accepted: _____

Authorized Signature: _____

Your Business Is Appreciated

30
9.2

ITEM 11.3

Town of Vulcan

Request for Decision (RFD)

Town and County Joint Council Meeting

Meeting:	Regular Council
Meeting Date:	**September 12, 2016**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

Following a meeting with the County CAO, Administration was asked to approach Town Council to consider a joint council meeting to receive presentation and review budget requests from organizations jointly funded by the Town and County.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Administration feels that the councils of both the Town and the County would benefit by receiving the upcoming committee budget requests in a joint council meeting. The organizations would be given an allotted amount of time to present their budget and to answer any questions. Council could then jointly discuss in closed session any changes in funding agreements or funding models.

It is suggested that that an agenda similar to last year's meeting be followed. We would include the five committees who are majority funded by the Town and County. This would include: Vulcan Tourism, FCSS, VBDS, Vulcan Airport Committee, and Vulcan Recreation Committee.

COSTS / SOURCE OF FUNDING (if applicable):

Both the County and the Town has requested 2017 committee budgets by the end of September.

RECOMMENDED ACTION:

Moved by Councillor THAT Council approve a joint council meeting to be scheduled for October 3, 2016 or October 17, 2016.

Initials show support -Reviewed by: _____ **Director:** _____ **CAO**

ADMINISTRATOR'S REPORT

TO: **TOWN COUNCIL**

FROM: **Kim Fath, CAO**

DATE: **September 7th, 2016**

Background

Following a meeting with the County CAO, I have been asked to approach Town council to see if you would consider a joint council meeting to receive presentation and review budget requests from organizations jointly funded by the Town and County.

Discussion

Administration feels that the councils of both the Town and the County would benefit by receiving the upcoming committee budget requests in a joint council meeting. The organizations will be given an allotted amount of time to present their budget and to answer any questions. Council could then jointly discuss in closed session any changes in funding agreements or funding models.

It is suggested that we follow a similar agenda to last year's meeting. We will include the five committees who are majority funded by the Town and County. This would include: Vulcan Tourism Society, FCSS, VBDS, Vulcan Airport Committee, and Vulcan Recreation Committee.

Both the County and the Town have requested 2017 committee budgets by the end of September, this will allow for the 2017 municipal budgets to be put together in October. We are suggesting that this meeting be scheduled for October 3rd 2016, or October 17th 2016.

Kim Fath
Chief Administrative Officer

ITEM 11.4

Town of Vulcan

Request for Decision (RFD)

Oldman River Regional Service Commission GIS Update

Meeting:	Regular Council
Meeting Date:	**September 12, 2016**
Originated By:	Kim Fath

BACKGROUND / PROPOSAL:

The Oldman River Regional Service Commission (ORRSC) would like to update the urban orthophotography that is associated with the GIS services which they provide.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

ORRSC is applying for grant funding submitted by the Town of Olds under the Intermunicipal Collaboration component of the Alberta Community Partnership Grant (ACP). They have asked all partnering councils to pass resolution to participate in this grant application.

The Town of Vulcan employees use this service on a daily basis and find great value in it. This new orthophotography will update the current photos that were taken in 2013 and will reflect the recent changes in our community.

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

Moved by Councillor THAT Council approves a resolution to participate in this grant application submitted by the Town of Olds under the Intermunicipal Collaboration component of the Alberta Community Partnership Grant (ACP).

Initials show support -Reviewed by: _____ **Director:** _____ **CAO**

ADMINISTRATOR'S REPORT

TO: **TOWN COUNCIL**

FROM: **Kim Fath, CAO**

DATE: **September 9th, 2016**

Background

The Oldman River Regional Service Commission (ORRSC) would like to update the urban orthophotography that is associated with the GIS services which they provide.

Discussion

ORRSC is applying for grant funding submitted by the Town of Olds under the Intermunicipal Collaboration component of the Alberta Community Partnership Grant (ACP). They have asked all partnering councils to pass resolution to participate in this grant application.

The Town of Vulcan employees use this service on a daily basis and find great value in it. This new orthophotography will update the current photos that were taken in 2013 and will reflect the recent changes to our community.

Consideration

Council is asked to consider approving a resolution to participate in this grant application, by approving the attached resolution.

Respectfully Submitted

Kim Fath
Chief Administrative Officer

Alberta Community Partnership – IC Council Resolution

1) Be it resolved that we authorize the _____
(Name of Municipality)

to participate in an application for the **2017 *Oldman River Region Urban Orthophotography Project*** submitted by the **Town of Olds** under the ***Intermunicipal Collaboration*** component of the ***Alberta Community Partnership Grant***, further

2) That the _____ , a participant, agrees to
(Name of Municipality)

abide by the terms of the Conditional Grant Agreement, governing the purpose and use of the grant funds.

_____

Chief Elected Official or
Duly Authorized Signing Officer

_____

Date

ITEM 13.1

Town of Vulcan

Request for Decision (RFD)

Management Reports

Meeting:	Regular Council
Meeting Date:	**September 12, 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) Community Peace Officer – Justin Vallee

(F) 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 September 12, 2016.

Initials show support -Reviewed by: _____ **Director:** _____ **CAO**

ADMINISTRATOR'S REPORT

TO: **TOWN COUNCIL**

FROM: **Kim Fath, CAO**

DATE: **September 9, 2016**

EDF Solar Update

I have been keeping in regular contact with David Warner. He has indicated that the amendments have been discussed with their legal team and they are working at amending the agreement to reflect the changes discussed with council. David indicated that he hopes to have things ready to bring back to council shortly.

VBDS Website Development

MDC and the County IT department are currently working towards completing a few design changes with the websites. VBDS is facilitating the meetings and working with MDC to prepare additional content (pictures) to populate the new sites. The County staff have also started the process of transferring data from the existing website. Once this is complete they will work with Town staff to bring everything up to date. The sites are still in a test mode, but seem to be coming along well.

2nd Street South Local Improvement

McNally has been working on the improvements on 2nd Street South. There have been a few delays with different parts of this project. Infrastructure congestion and material disposal have been the longest delays. They will be moving into the residential portion of this project very soon. The temporary water servicing has all been hooked up and they are not anticipating any delays on this portion of the project.

ADMINISTRATOR'S REPORT CONTINUED

Equitable Life

On August 23rd Janice and I met with Derek Stamp our representative for the benefit program. We discussed the comparison of the AMSC quote to the Towns current plan. We found that there was neither significant savings nor increased benefits by switching. Derek discussed the benefits of the current plan and provided information on areas that could be added to provide additional benefits to the employees. After consideration of both proposals it was decided to let the current plan renew under existing contract.

Tax Recovery

I prepared and executed an agreement for the repayment of an outstanding account on a property that is in tax arrears. This agreement will have the arrears cleared by November of 2018.

534 Playground Zone

On September 6th I spoke with Darren Davidson with Alberta Transportation. He explained the reasoning behind the current signage configuration along highway 534. We discussed the possibility of getting this signage changed. He encouraged administration to send a letter directly to himself requesting a change from school to playground zone with the reasoning discussed on the phone. He could not say if it would be considered but did say that he will bring it forward. I have sent this letter via email to Darrin.

Meetings of Interest

Equitable Life – Benefit Review – August 23rd.
Vacation – August 29th- September 2nd.

MANAGEMENT ACTIVITIES REPORT

Attached is the management activities report for the period of June 13th, 2016 to August 22nd, 2016.

Respectfully Submitted,

Kim Fath
Chief Administrative Officer

Management Activity Report

#	Subject	Meeting	Date	Motion No.	Action	By	Completion Date
73	Champion 105th Anniversary Parade Invitation	RC	13/06/2016		Send copy of invitation to Councillors and Keth Brooks	KR	14-Jun-16
74	2016 Capital Works - Award Recommendation	RC	13/06/2016	16.191	Administration direct BSEI to prepare the Notice of Award and Contract Documents	KR/KF	15-Jun-16
75	Vulcan County Cruisers - Street Closure July 16, 2016	RC	13/06/2016	16.192	Send letter of approval to County Cruisers for road closure Send Notice of Service to Stew Birch, Public Works, Send Road Closure notice to Advocate	KR/KF	15-Jun-16
76	Vulcan East Water Co-op Meeting Request	RC	13/06/2016	16.194	Notify Water Co-op that Mayor Grant and CAO Kim Fath will attend	KR/KF	15-Jun-16
77	Offer to Purchase USS Vulcan Parade Float	RC	27/06/2016	16.204	Send letter to Wayne Pederson approving purchase of float Copy of Resolution to Janice, Stew	KR/KF	29-Jun-16
78	Gift and Donation Policy	RC	27/06/2016	n/a	Draft Policy for Gift and Donation policy and take back to Council for approval	KR/KF	26-Jul-16
79	Payment of Accounts	RC	27/06/2016	16.205 16.206	Send CofR to Janice approving temporary payment of accounts through EFT in case of postal strike Draft Policy for EFT payments of accounts	KR/KF JMC/KF	28-Jun-16 26-Jul-16
80	402 Centre Street	RC	27/06/2016	16.207	Administration draft letter to RCMP inquiring about time frame for reclamation at 402 Centre St.	KR/KF	29-Jun-16
BY: KF/Kim Fath NN/Nancy Nuefeld SB/Stew Birch BE/Bonnie Ellis JMcC/ Janice McCallum/Campbell KR/Karen Rose							
#	Subject	Meeting	Date	Motion No.	Action	By	Completion Date
81	CPO Contragulations Letter	RC	11/07/2016	16.21	Adminstration draft letter of congratulations from Council for CPO Justin Vallee	KR/KF	18-Jul-16
82	Bylaw No. 1456-16 Loiselle Residence Designation	RC	11/07/2016	16.213-216	Complete Voluntary Municipal Heritage Designation Compensation Waiver	NN	17-Aug-16
83	Heritage Maintenance Agreement	RC	11/07/2016	16.217	Execute agreement between the Town of Vulcan and Joan and Dave Sarsons	NN/KF	17-Aug-16
84	Arena - Wall Play Boards	RC	11/07/2016	16.218	Send Copy of Resolution to Recreation and Public Works approving the installation of Wall Play Boards	KR/KF	13-Jul-16
85	Redevelopment of Town of Vulcan Website	RC	11/07/2016	16.219	Talk with VBDS and Madhav about suggested changes to website desgn	KR/KF	27-Jul-16
86	Summer Council Meeting	RC	11/07/2016	16.220.	Add to July 25th Regular Council Meeting Agenda under Unfinished Business	KR	12-Jul-16
87	Letter from Connie Knight	RC	25/07/2016	16.230.	Administration send letter of explanation to Connie Knight Direct Peace Officer to focus on the speed in this area	KR/KF	26-Jul-16
88	Vulcan Tourism Vulcan Member at Large Representative	RC	25/07/2016	16.233	Send a thank you letter to Vera Lynn Beal	KR/KF	26-Jul-16
89	Vulcan Tourism Vulcan Member at Large Representative	RC	25/07/2016	16.234	Advertise in Vulcan Advocate the vacant position	KR/KF	26-Jul-16
90	Chinook Arch Library Board Appointment	RC	25/07/2016	16.235	Send Copy of Resolution and letter to Chinook Arch Library Board approving appiontment cc: Vulcan Library Board and Liz Hammond		27-Jul-16
BY: KF/Kim Fath NN/Nancy Nuefeld SB/Stew Birch BE/Bonnie Ellis JMcC/ Janice McCallum/Campbell KR/Karen Rose							
#	Subject	Meeting	Date	Motion No.	Action	By	Completion Date
91	National Teen Driver Safety Week Proclamation	RC	22/08/2016	16.24	Post proclamation supporting National Teen Driver Safety Week	KF/KR	29-Aug-16
92	Tax Recovery Sale	RC	22/08/2016	16.243	Put Ad in Gazette for Public Auction	KF/TS	31-Aug-16
93	Repurchase of vTV Equity Share	RC	22/08/2016	16.244	Sign and return signed copy of Share Repurchase Agreement and Resolution of Shareholders of vTV	KF/KR	23-Aug-16
94	New Pool Design	RC	22/08/2016	16.245	Send Copy of Resolution to Recreation Director	KF/KR	23-Aug-16
95	Joint Purchase of Fire Apparatus with Vulcan County	RC	22/08/2016	16.246	Send Copy of Resolution to Fire Chief Aaron Grant Administration Prepare tender document and a funding agreement	KF/KR	23-Aug-16
96	Rescind Policy A-02 and C-05	RC	22/08/2016	16.247	Rescind Policy A-2 and C-5	KR	23-Aug-16
BY: KF/Kim Fath NN/Nancy Nuefeld SB/Stew Birch BE/Bonnie Ellis JMcC/ Janice McCallum/Campbell KR/Karen Rose							

KF

MEMO

TO: Town Council
FROM: Nancy Neufeld, Development Officer
DATE: Report for August, 2016

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

Solar Park
Community sign is installed. Park educational sign is being ordered and general sponsorship signage. Internet has been installed at the park which will in turn provide for data reporting through Enphase.

Fairways – Phase 4A
Met with Developers and BSEI regarding overland drainage. The Developer is now proposing a swale on the golf course land. It appears as if this proposal would work and the Developer has indicated that the golf course is agreeable. BSEI has requested a set of drawings to reflect this proposal and work is not to continue on the drainage until these drawings have been approved.

310/312 Whispering Way – Expired Building Permit
The owner had seven days from receipt of the "Order to Remedy Unsightly Property" to request a review from Council. This deadline has passed. If no action has been taken to fix the foundation and proceed with building we will be pursuing legal action.

Whispering Willows
BSEI to provide report on Storm Pond 5 – A "draft" development agreement is presently being put together which potential buyers can peruse.

MPC meeting August 22, 2016 – (Draft Minutes in Council Agenda Package

Next Scheduled MPC meeting is September 20, 2016 – At this time there is nothing for the September agenda and therefore looks as if meeting will be cancelled.

BUILDING PERMITS ISSUED AUGUST 2016

DATE	PERMIT #	DEV PERMIT #	OWNER'S NAME	CONTRACTOR	JOB DESCRIPTION	JOB VALUE	CIVIC ADDRESS
Aug 15/16	TVC B 0013 16MU	N/A	Abram Wiebe	Owner	Reno SFD	R-$50,000	232-1st St S
Aug 15/16	TVC B 0014 16MU	D16.32	Abram Wiebe	Owner	Accessory Bldg	R-$10,000.00	232-1st St S
Aug 31/16	TVC B 0015 16MU	N/A	S Dale Shupe	Owner	Demolition Accessory Bldg	R-$3,000.00	410-3rd St N
Aug 31/16	TVC B 0016 16MU	D16.33	S Dale Shupe	Owner	Accessory Bldg	R-$16,000	410-3rd St N
Aug 31/16	TVC B 0017 16MU	D16.33	S Dale Shupe	Owner	Deck	R-$6,000	410-3rd St N

DEVELOPMENT PERMITS ISSUED AUGUST 2016

DATE	PERMIT #	NAME	DEVELOPMENT DESCRIPTION	ZONE	CIVIC ADDRESS	APPROVED	MPC MOTION #	POST UNTIL
Aug 15/16	D16.32	Abram Wiebe	Accessory Bldg	R-1	232-1st St S	Aug 15/16	N/A	Aug 30/16
Aug 31/16	D16.33	S Dale Schpe	Manufactured Home, Accessory Bldg, Deck	R-2	410-3rd St N	Aug 31/16	N/A	Sept 14/16

NEW BUSINESS LICENSES ISSUED AUGUST 2016 - NIL

Town of Vulcan
Public Works
Month End Report

Month of: August 2016

Facilities:

- Ross Ditta has been looking into the top row of lights on the tourist center the main control board is not operating and we cannot find replacement parts due to age of system. Currently looking into other options.
- The furnaces at the tourist center may need to be replaced at a cost of approx. $10,000 I am currently getting second opinion on this
- Swimming pool final day is August 31st for the season then will be drained and winterized
- Painting and doing repairs in the Arena are mostly completed. Minor hockey wants the ice for September 26th we will have Startec in on August 6th to start up arena compressor
- On August 5th the pool concession was broke into nothing was missing that we are aware of. The concession door frame was damaged beyond repair we had a frame on hand and replaced it. The doors at the front entrance and the door for the tin man storage also had been damaged and have been repaired
- Had new overhead door motor and controls put on the door going onto the ice at the arena. The old one had been repaired numerous times and became unrepairable at the end of the arena season last spring

Streets:

- 433 feet of sidewalk replacement has been done in August bringing total to 663 feet this year. We are aiming for another 200 feet before year end
- Grading allies has been completed. We are working on filling in low spots and trouble areas
- Public works have been doing some trimming of trees and bushes up town and in the parks
- Standard general had some equipment and delivery issues before they could make some more QPR (pot hole patch material) which put us behind on patching in town. We have picked up four loads and have put out approx. 10 tons of pot hole patch and have enough left over to carry us until next spring
- McNally as of August 31st completed replacing the four valves in the intersection of 1st ave and 2nd street south /new water main from 1st ave to valve on 2nd st and 2nd ave south/ Catch basins have been replaced in the

intersection of 1st ave and 2nd street and four out of five service lines have been completed .

- Public works have been working with McNally in areas such as we are going to trim back branches and have to remove two trees (one in the 100 block and one in the 200 block of 2nd street south) Also after they removed the asphalt from the 100 block we helped haul away the next layer which was a gravel sand mix with some smaller pieces of asphalt which we stocked pilled in the town yard which we will use for fill when doing sidewalks as well as using it for low spots in alleys. It is our plan to do the same with the material from the 200 block if it works for us

Water & Sewer:

- Still working on having UFA farm store about controlling the water runoff from their yard using the existing flood gate and about reseeding the ditch along their property in which they have killed all vegetation causing an increased flow rate and major silt build up going to the storm water system.
- Tested all alarms at lift stations and water plant
- Public works has replace four problem sewer service lines at 227/230/331 2nd street north and at 523 Anne street
- Public works did repairs to one water service

Water Plant (contracted)

- Hack was in on August 10th to do annual recertification on lab and monitoring equipment as is required by the approval from Alberta environment
- Minor repair and maintance

Parks:

- The community sign was installed on August 16th with help from Vulcan County which supplied the wielder / material and appox six hours of labor electrical was not hooked up at this time due to there being no surge protection provided in the sign. August 22nd the electrical work was completed with surge protection
- Mowing and weed whipping continually

Cemetery:

- one opening and closing

Equipment

-

Personnel:

- Summer staff are all done

Other:

- Assisted with Rodeo set up and cleanup

Stewart Birch Town Foreman

August 2016 TOWN OF VULCAN RECREATION REPORT

Prepared By Bonnie Ellis Director of Recreation

MOVIE PROGRAMMING: The season was not very good for outdoor movies we are hoping to have a few more before it is too cold. Numbers are lower than expected but we are going to try and do a different evening for family movies.

POOL COMMITTEE: I have talked to town council regarding the inclusion of an endless pool. They recommend that we outfit the storage room at the end just in case we could like to include an endless pool. We have 2 designs that we are bringing to the community on Sept 14th at 7pm at the lodge hall for their consent on the design.

COMMUNITY SIGN: it is up and running but at the present we can't put anything on it as we have to connect with a router and we will be connecting with the VBDS router for the uploading of information.

Fall and Winter LEISURE GUIDE: it has been sent to the printers. Expected delivery date is Sept 12th.

Pool: We have had a great season at the pool. We had 8 certified lifeguard and 9 apprentices. A great staff this year. They really stepped up and keep the facility clean and really improve on the overall working of the pool. So far the number of use look to be the same as last year with passes sold considering we had so much rain in july I am happy with these number. We received 7 grants in total for staffing this year which will bring approximately $20,000 back to the pool.

PROGRAMMING: Summer program has wrapped up although our out of town trips didn't materialize we refocused our energy to making things happen in town. We have pool staff do games out front of the pool and try and encourage more people to take lessons and get to continue on as lifeguards in the future.

ARENA: The arena will be opening Sept 24th as per request for minor hockey. I think a review of the date we open is in line. They have requested this change for the last 3 years. I would like to committee to consider requesting the town to move the open date to the opening from Octboer 1st to last week of September

PEACE OFFICER PROGRAM Managers Report – August 2016

- From August 1st to August 31st, 2016 Thirty-Eight (38) files were created. Of those files, 16 were traffic stops, 7 of which were warnings. 3 were Bylaw complaints and 19 were animal control, including expired dog licenses.
- Cleared up known Outstanding Dog Licences in Town, 1 fine handed out.
- Met with some local businesses upon request to educate them on provincial smoking regulations.
- Obtained my HCP (Health care provider) level First Aid and AED certification.
- Worked for 2 of the 3 movie nights, the Rec Dept. had put on.
- Worked Sid Hartung Rodeo weekend, to show a presence and enforce the town's interests of keeping horses and vehicles off the soccer pitch and no fires.
- Began patrolling North side alleyways for overgrown boulevards and weeds.
- Began compiling list of playground zone signage that needs attention i.e.: damaged, missing signs.
- Continued to focus my patrols to playground zones and downtown, where I paid particular attention to vehicles crossing the centre line for parking.

Plans for September

- Co-Ordinate with schools and RCMP for increased presence around the schools.
- Continue utilizing "Patrol Division" Facebook page to make residents aware of bylaws I may be focusing on.
- Research into community involvement programs I could take part in.
- Looking into AFRRCS (Alberta First Responder Radio Communications System) to stay current with Fire Dept. and county Peace Officer
- Near the end of September, my wife and I are expecting a new addition to our family. As such I will be taking some time off following the delivery.
- Looking into the costs of updating our playground zone signage (High Visibility)

Comparison of Citations and Warnings

Statistics from: 8/1/2016 12:00:00AM to 8/31/2016 11:59:00PM

Citations vs Warnings

Count of Warnings
Count of Violation types
12
10
8
6
4
2
0
5
1
1
11
1
3
115(2)(P) EXCEED MAXIMUM POSTED SPEED LIMIT
15(1)(B) CROSS SINGLE SOLID LINE
37(A) F/TOBEY STOP SIGN
NO DOG LICENSE
RUNNING AT LARGE
UNSIGHTLY PREMISES

Count of Citations
Count of Violation types
3.2
2.8
2.4
2
1.6
1.2
0.8
0.4
0
2
3
1
1
1
1
1
1
115(2)(P) EXCEED MAXIMUM POSTED SPEED LIMIT
115(2)(R) EXCEED SPEED DURING PRESCRIBED TIMES
115.1(1)(A) OP VEH WHILE HOLDING/VEIWING CELL
37(A) F/TOBEY STOP SIGN
53(5)(C) DRIVE OVER 30KM IN SCHOOL ZONE
82(2)(A) DRIVER NOT WEARING SEAT BELT
CONTROL OF DOGS
NO DOG LICENSE
115(2)(P) EXCEED MAXIMUM POSTED SPEED LIMIT
115(2)(R) EXCEED SPEED DURING PRESCRIBED TIMES
115.1(1)(A) OP VEH WHILE HOLDING/VEIWING CELL
37(A) F/T OBEY STOP SIGN
53(5)(C) DRIVE OVER 30KM IN SCHOOL ZONE
82(2)(A) DRIVER NOT WEARING SEAT BELT
CONTROL OF DOGS
NO DOG LICENSE

Vulcan Fire Department
Office of the Fire Chief

September 6, 2016

Management Report

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

Call Type	2015		2016	
	Town	Rural	Town	Rural
Fire Response	1	5	1	6
Grassland		2	1	3
Rescue		4		3
Hazmat				
Gas Leaks				
MVC		13		14
Mutual Aid		10		10
Medical Assist	29	5	24	8
First Response	8	1	9	3
Service Call	1		3	
False Alarm	11		11	3
Total Calls	50	40	49	50

First Response = No Ems from Vulcan

Total Calls to the end of August 2016–99

Total Calls to the end of August 2015- 90

General Operations

- The RFQ has been prepared to purchase a new joint use multi-purpose fire apparatus and presented to Kim Fath.

Membership/Recruitment

- Our membership is now at 17 members. We are still actively recruiting members for the Fire Dept.

Training

- CPR and First Aid recertification has been held in this spring for those who required it. We still have five members that need to be recertified
- All members have now completed their ICS 100.
- Ice rescue course will be held in November or December due to weather.

- All, but 1 new member have completed their NFPA 1001, level 1 program (Basic Fire Fighter Standard).
- We have 5 members starting their NFPA 1001, level 2 program (Professional Fire Fighter Standard) in September 7th.
- All of our officers with be taking NFPA 1021, level 1 (Fire and Emergency Services Company Officer) starting September 1st.
- All, but 3 members have completed their Air Brake endorsement course.

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.
- August 21st the Vulcan Fire Department hosted a Pancake Breakfast at the Sid Hartung Memorial Rodeo.

Respectfully,

Aaron Grant,
Fire Chief, EMT-A
Vulcan Fire Department
(403)485-1855
vfd1801@gmail.com