

**MINUTES OF THE REGULAR MEETING OF COUNCIL
HELD IN THE TOWN OF VULCAN COUNCIL CHAMBER
ON MONDAY, MARCH 27th, 2017**

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

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

2.0 Public Hearings - NIL

3.0 Delegations - NIL

4.0 Adoption of Agenda

Motion No.: 17.107

➤ 11.4 Council Nomination Information Session

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

5.0 Adoption of Previous Minutes

5.1 Regular Council Meeting Minutes

The Minutes of the Regular Meeting of Council, held in the Town of Vulcan Council Chamber on Monday, March 13, 2017 were presented to Council.

Motion No.: 17.108

Moved by Councillor Georgia-Lee DeBolt THAT the Minutes of the Regular Council Meeting, held in the Town of Vulcan Council Chamber on Monday, March 13, 2017 be approved and read by each member of Council as presented **CARRIED UNANIMOUSLY**

Initials
 

6.0 Unfinished Business

6.1 Amend Policy A-03 – Internal and External Committee Appointments

At the March 13, 2017 Regular Council Meeting Administration requested that Council review Policy A-03 – Internal and External Committee Appointments and provide Administration with input to allow Administration to amend Policy A-03.

Motion No.: 17.109

Moved by Councillor Paul Taylor THAT Council adopts Policy A-03 – Internal and External Committee Appointments as amended. **CARRIED UNANIMOUSLY**

7.0 Financial Reports

7.1 Cash Statement – Ending February 28, 2017

Motion No.: 17.110

Moved by Councillor Lorna Armstrong THAT the Cash Statement for the period ending February 28, 2017 be received as information. **CARRIED UNANIMOUSLY**

7.2 Year-to-Date Summary – Ending February 28, 2017

Motion No.: 17.111

Moved by Councillor Lorna Armstrong THAT the Year-to-Date Summary for the period ending February 28, 2017 be received as information. **CARRIED UNANIMOUSLY**

8.0 Correspondence and Information Items

8.1 The Correspondence and Information Items for the period ending March 27, 2017 was presented to Council to be received for information.

Motion No.: 17.112

Moved by Councillor Sue Dow THAT the Correspondence and Information Items for the period ending March 27, 2017 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.: 17.113

Moved by Councillor Paul Taylor THAT Administration meet with the Vulcan Golf Course to investigate a reservation process for the Virginia Mitchell campground.

CARRIED UNANIMOUSLY


Motion No.: 17.114

Moved by Councillor Rick Howard THAT the minutes and/or verbal reports of Town represented Boards/Committees at the March 27, 2017 Town Council Meeting be received for information.

- Vulcan Regional Food Bank Society – Minutes – January 26, 2017
- Family and Community Support Services – Minutes – February 23, 2017
- Vulcan Library Board Annual General Meeting – Minutes – March 15, 2017
- Vulcan Library Board Trustees Meeting – Minutes – March 15, 2017
- Municipal Planning Commission – Appointment of Chairpersons – March 22, 2017
- Municipal Planning Commission – Minutes – March 22, 2017

Verbal Reports:

- Councillor John Seaman
 - Municipal Planning Commission
 - Vulcan Chamber of Commerce
- Councillor Sue Dow
 - Municipal Planning Commission
 - Vulcan Brand Innovation Team
 - Canadian Badlands Conference
- Councillor Paul Taylor
 - Vulcan Library Board
 - Vulcan Golf and Country Club
- Councillor Lorna Armstrong
 - Family and Community Support Services
 - Vulcan Regional Food Bank
 - Canadian Badlands Conference

Initials


- Councillor Georgia-Lee DeBolt
 - Canadian Badlands Conference
- Mayor Tom Grant
 - Doctor Retention
 - Vulcan District Waste Commission
 - Southern Alberta Energy from Waste Association

CARRIED UNANIMOUSLY

10.0 Bylaws/Policies

10.1 Amend A-19 – Retention and Disposal of Municipal Documents

Administration is reviewing current policies and is requesting that Council amend Policy A-19 – Retention and Disposal of Municipal Documents to formalize a process for the retention and disposal of municipal documents in accordance with the Records Retention Bylaw No. 1242.

Motion No.: 17.115

Moved by Councillor John Seaman THAT Council adopts Policy A-19 – Retention and Disposal of Municipal Documents as amended.

CARRIED UNANIMOUSLY

10.2. Amend Policy A-21 – Information Technology Data

Administration is reviewing current policies and is requesting that Council amend Policy A-21 – Information Technology Data by updating necessary information in the body of the policy.

Motion No.: 17.116

Moved by Councillor Georgia-Lee DeBolt THAT Council adopts Policy A-21 – Information Technology Data amended.

CARRIED UNANIMOUSLY

10.3 Amend Policy A-20 – Organizational Chart

Administration is reviewing current policies and is requesting that Council amend Policy A-20 – Organizational Chart by revising the body of Policy A-20.

Motion No.: 17.117

Moved by Councillor Rick Howard THAT Council adopts Policy A-20 – Organizational Chart as amended.
CARRIED UNANIMOUSLY

10.4 Rescind Policy A-6 – Rental Agreement Forms

Administration is requesting that Council rescind Policy A-6 – Rental Agreement Forms.

Motion No.: 17.118

Moved by Councillor John Seaman THAT Council rescinds Policy A-6 Rental Agreement Forms as requested.
CARRIED UNANIMOUSLY

10.5 Amend Policy A-09 – Distribution of Vulcan Ears

Administration is requesting that Council amends Policy A-09 – Distribution of Vulcan Ears due to the re-numbering of the policy.

Motion No.: 17.119

Moved by Councillor Sue Dow THAT Council adopts Policy A-09 – Distribution of Vulcan Ears as amended.
CARRIED UNANIMOUSLY

10.6 Amend Policy A-06 – Freeman of the Town

Administration is reviewing current policies and is requesting that Council amend Policy A-06 – Freeman of the Town with changes to the body and the re-numbering of the policy.

Motion No.: 17.120

Moved by Councillor Paul Taylor THAT Council adopts Policy A-06 – Freeman of the Town as amended.
CARRIED UNANIMOUSLY

11.0 New Business

11.1 Spock Days Parade Route Request

A request has been brought forward to modify the Spock Days parade route to accommodate the residents of the Peter Dawson Lodge.

The parade route in the past years has followed 6th Avenue South and turned onto Centre Street. A request has been made to stay on 6th Avenue South and continue through onto 6th Avenue North and turn onto 1st Street North for one block to 5th Avenue North and turn there to go back to Centre Street.

The concern with this is that the streets are narrower and with vehicles parking on the street there would not be room for passage. Keath Brooks has talked with all the residents along 1st Avenue North and they have signed a sheet indicating they are willing to move their vehicles for the parade.

Motion No.: 17.121

Moved by Councillor Sue Dow THAT Administration contact the Spock Days Committee and request more information and that it be brought back to the April 10, 2017 Regular Council meeting for further discussion.

CARRIED UNANIMOUSLY

11.2 Heritage Advisory Board Committee Member-at-Large Appointment

When required Council appoints a Member-at-Large to the Heritage Advisory Board Committee (HAB) as per the Town of Vulcan Bylaw No. 1438-15.

Paul Taylor is currently appointed to this position on HAB. His term on this committee will end on April 30, 2017. Paul has expressed interest in remaining on this committee for another term. In accordance with the attached section of the bylaw Council can appoint for a 2-4 year term, and members can be re-appointed.

Motion No.: 17.122

Moved by Councillor Rick Howard THAT Council approves the re-appointment of Paul Taylor to the Heritage Advisory Board Committee for a 2 year term ending April 30, 2019 in accordance to Town of Vulcan Bylaw No. 1438-15.

CARRIED UNANIMOUSLY

11.3 Vulcan County Health & Wellness Foundation Signage Request

The Vulcan County Health & Wellness is requesting permission to erect signage at the corner of 110 – 1st Avenue South (VBDS Building).

The proposed placement of the sign will encroach onto municipal property. Indication has been that the bottom of the sign will be 3 feet from ground level. This type of sign is defined as a “Freestanding Sign” in the Land Use Bylaw.

Motion No.: 17.123

Moved by Councillor Rick Howard THAT Council approves the request of Vulcan County Health & Wellness to place a sign on the corner of 110 – 1st Avenue South at the VBDS building.

CARRIED UNANIMOUSLY

11.4 Council Nomination Information Session

Mayor Grant is requesting Council’s input into providing pertinent information to persons interested in running for the upcoming municipal elections.

Motion No.: 17.124

Moved by Councillor Lorna Armstrong THAT Administration prepare the necessary information and bring back to the April 10, 2017 Regular Council Meeting.

CARRIED UNANIMOUSLY

12.0 Notice of Motion - NIL

13.0 Management Reports - NIL

14.0 In-Camera



Motion No.: 17.125

Moved by Councillor Rick Howard THAT Council move in-camera Under FOIP 18.(1).(c) – Land at 8:04 p.m.

CARRIED UNANIMOUSLY

Mayor Tom Grant granted a three minute recess.

The meeting convened at 8:07 p.m.

Initials
 

Motion No.: 17.126

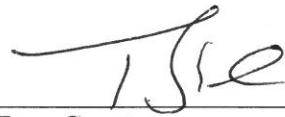
Moved by Councillor Georgia-Lee DeBolt THAT Council move out-of-camera at 8:35 p.m.
CARRIED UNANIMOUSLY

Motion No.: 17.127

Moved by Councillor Rick Howard THAT Council directs Administration to notify EDF that Council wishes to move forward with a public consultation process in regards to the lease of Prairie Vista Estates for a possible solar development. **CARRIED**

15.0 Adjournment

The meeting was adjourned by Councillor Lorna Armstrong at 8:36 p.m.



Tom Grant
Mayor



Kim Fath
Chief Administrative Officer