

**MINUTES OF THE REGULAR MEETING OF COUNCIL
HELD IN THE TOWN OF VULCAN COUNCIL CHAMBER
ON MONDAY, JUNE 12th, 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

2.1 Bylaw No. 1461-17 Amend Land Use Bylaw No. 1437-15

No written or verbal comments were received, but Mayor Grant allowed a further 5 minutes in case a late submission was received.

Public Hearing - Closed at 7:05 p.m.

3.0 Delegations - NIL

4.0 Adoption of Agenda

- 11.10 Community Futures Highwood Shareholder Vote
- 11.11 Parade Float

Motion No.: 17.214

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

Initials

	
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5.0 Adoption of Previous Minutes

5.1 Regular Council Meeting Minutes

The Minutes of the Regular Meeting of Council, held in the Town of Vulcan Council Chamber on Monday, May 22, 2017 were presented to Council.

Motion No.: 17.215

Moved by Councillor Georgia-Lee DeBolt THAT the Minutes of the Regular Council Meeting, held in the Town of Vulcan Council Chamber on Monday, May 22, 2017 be approved and read by each member of Council as presented.

CARRIED UNANIMOUSLY

6.0 Unfinished Business - NIL

7.0 Financial Reports - NIL

8.0 Correspondence and Information Items

8.1 The Correspondence and Information Items for the period ending June 12, 2017 were presented to Council to be received for information.

Motion No.: 17.216

Moved by Councillor Sue Dow THAT Council approves the request by Councillor Rick Howard to let his name stand to sit on the SouthGrow Initiative Executive.

CARRIED UNANIMOUSLY

Motion No.: 17.217

Moved by Councillor Paul Taylor THAT the Correspondence and Information Items for the period ending June 12, 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.: 17.218

Moved by Councillor Rick Howard THAT the minutes and/or verbal reports of Town represented Boards/Committees at the June 12, 2017 Town Council Meeting be received for information.

- Oldman River Regional Services Commission Executive Meeting – Minutes – April 13, 2017
- Family & Community Support Services Meeting - Minutes – April 27, 2017
- Vulcan Golf & Country Club Meeting – Minutes – May 9, 2017
- Vulcan Library Board Meeting – Minutes – May 17, 2017
- Vulcan Business Development Society Meeting – Minutes – May 18, 2017
- Vulcan Recreation Committee Meeting – Minutes – June 1, 2017
- Mayors & Reeves of SE and SW Alberta Meeting – Minutes – June 2, 2017
- Vulcan & District Tourism Society Meeting – Agenda – Minutes – June 6, 2017

Verbal Reports:

- Councillor John Seaman
 - Joint Use Policy and Advisory Board
- Councillor Sue Dow
 - Health and Wellness Foundation
- Councillor Paul Taylor
 - Twin Valley Regional Water Services Commission
- Councillor Georgia-Lee DeBolt
 - Vulcan & District Tourism Society
 - Vulcan Business Development Society
- Councillor Lorna Armstrong
 - Family & Community Support Services
 - Vulcan & District Tourism Society
- Councillor Rick Howard
 - Marquis Foundation
 - Oldman River Regional Services Commission
- Mayor Tom Grant
 - Mayors and Reeves

CARRIED UNANIMOUSLY

Initials
 

Bylaws/Policies

10.1 Bylaw No. 1461-17 – Amend Land Use Bylaw No. 1437-15

At the May 8, 2017 Regular Council Meeting Council gave first reading to Bylaw No. 1461-17 Amendment to Bylaw No. 1437-15.

Motion No.: 17.219

Moved by Councillor John Seaman THAT Bylaw No. 1461-17 be given second reading.

CARRIED UNANIMOUSLY

Motion No.: 17.220

Moved by Councillor Sue Dow THAT Bylaw No. 1461-17 be given third and final reading.

CARRIED UNANIMOUSLY

10.2. Bylaw No. 1462-17 – Municipal Borrowing Bylaw

The Borrowing Bylaw is adopted annually.

It was suggested that the limit amount of \$413,500.00 be maintained.

Motion No.: 17.221

Moved by Councillor John Seaman THAT Bylaw No. 1462-17 be given first reading.

CARRIED UNANIMOUSLY

Motion No.: 17.222

Moved by Councillor Rick Howard THAT Bylaw No. 1462-17 be given second reading.

CARRIED UNANIMOUSLY

Motion No.: 17.223

Moved by Councillor Paul Taylor THAT Bylaw No. 1462-17 be introduced for third and final reading.

CARRIED UNANIMOUSLY

Motion No.: 17.224

Moved by Councillor Lorna Armstrong THAT Bylaw No. 1462-17 be given third and final reading.

CARRIED UNANIMOUSLY

10.3 Bylaw No. 1463-17 – Designation of Vulcan Advocate Building as Municipal Heritage Resource

1868165 AB Ltd. owner of “The Vulcan Advocate Building” at 211 Centre Street, has applied for designation of the property as a Municipal Heritage Resource.

At the November 1, 2016 meeting of the Vulcan County Heritage Advisory Committee, the application was reviewed and recommendation was made for this application to be brought forward to Council for approval of the designation in the form of a Bylaw.

Motion No.: 17.225

Moved by Councillor Paul Taylor THAT Bylaw No. 1463-17 be given first reading.

CARRIED UNANIMOUSLY

Motion No.: 17.226

Moved by Councillor Georgia-Lee DeBolt THAT Bylaw No. 1463-17 be given second reading.

CARRIED UNANIMOUSLY

Motion No.: 17.227

Moved by Councillor Rick Howard THAT Bylaw No. 1463-17 be introduced for third and final reading.

CARRIED UNANIMOUSLY

Motion No.: 17.228

Moved by Councillor Lorna Armstrong THAT Bylaw No. 1463-17 be given third and final reading.

CARRIED UNANIMOUSLY

10.4 Amend Policy E-02 – Fire Pit Requirements

Administration is reviewing current policies and is requesting that Council amend Policy E-02 – Fire Pit Requirements defining the regulations provided in the Community Standards Bylaw.

Motion No.: 17.229

Moved by Councillor Sue Dow THAT Council adopts Policy E-02 – Fire Pit Requirements as amended.

CARRIED UNANIMOUSLY

10.5 Amend Policy PL-05 – Development and Safety Code Permits

Administration is reviewing current policies and is requesting that Council amend Policy PL-05 - Development and Safety Code Permits in regards to when a Development or Safety permit is required.

Motion No.: 17.230

Moved by Councillor Paul Taylor THAT Council adopts Policy PL-05 – Development and Safety Code Permits as amended. **CARRIED UNANIMOUSLY**

10.6 Adopt Policy PL-13 – Development Agreements

Administration is requesting that Council adopt Policy PL-13 – Development Agreements to define the regulations in the Land Use Bylaw in regards to Development Agreements.

Motion No.: 17.231

Moved by Councillor John Seaman THAT Council adopts Policy PL-13 – Development Agreements as presented. **CARRIED UNANIMOUSLY**

10.7 Amend Policy PL-12 – Commercial Development Incentive & Business Resource Policy

Administration had brought forward a more comprehensive draft commercial development incentive policy to Council at the last Regular Council Meeting and asked Council to provide their feedback. This amended policy would eliminate the need for Policy PL-12 – Business Welcome Policy and PL-12-2 – Business Welcome Policy and PL-12-2 – Business Incentive Policy.

Motion No.: 17.232

Moved by Councillor Rick Howard THAT Policy PL-12 – Commercial Development Incentive & Business Resource Policy be presented at the Public Meeting on June 19th for public feedback and then brought back to the June 26, 2017 Regular Council Meeting.

CARRIED UNANIMOUSLY

10.8 Amend Policy PL-06 – Quality Management Plan (QMP)

Administration is reviewing current policies and is requesting that Council amend Policy PL-06 – Quality Management Plan (QMP) by formalizing the process for reviewing and updating the Quality Management Plan (QMP).

Motion No.: 17.233

Moved by Councillor Georgia-Lee DeBolt THAT Council adopts Policy PL-06 – Quality Management Plan (QMP) as amended. **CARRIED UNANIMOUSLY**

10.9 Amend Policy PL-10 – Occupancy Permit Deposit

Administration is reviewing current policies and is requesting that Council amend Policy PL-10 – Occupancy Permit Deposit with changes to the format and wording of the policy.

Motion No.: 17.234

Moved by Councillor John Seaman THAT Council adopts Policy PL-10 – Occupancy Permit Deposit as amended. **CARRIED UNANIMOUSLY**

11.0 New Business

11.1 Vulcan Recreation Committee Pool Fundraiser Request

The Vulcan Recreation Committee would like to partner with the Town to provide auction item's for the upcoming pool fundraiser on July 1st.

The Recreation Director provided a written proposal for Council, which includes offering Two (2) "Sneak a Peek" Pool Party packages on the day before the pool opens to the general public. The estimated cost for offering this package would be \$900.00 for supplies plus the cost of staffing for the event. The Recreation Committee would like to share the cost of supplies as described in the request.

Motion No.: 17.235

Moved by Councillor Sue Dow THAT Council approves the Vulcan Recreation Committee's partnership request in order to provide two (2) "Sneak a Peek" Pool Party Packages for auction at the July 1st Lions Club Pool Fundraising event, and that \$600.00 be included in the operation budget for the year that the pool is scheduled to open to cover the Town portion of the party supply costs. **CARRIED UNANIMOUSLY**

11.2 Vulcan Golf & Country Club Donation Request

The Town of Vulcan Golf and Country Club has put forward a request for a \$5,000.00 donation from the Town of Vulcan, for the purpose of replacing shingles on the Clubhouse.

In the letter provided by the Golf Club it estimates the cost of this project to be \$10,000.00. A request for funding has been sent to both the Town and County for a \$5,000.00 contribution from each municipality. The Golf Club has also indicated that they will be applying for a matching grant to assist in the completion of this project.

Motion No.: 17.236

Moved by Councillor Rick Howard THAT Council declines the Vulcan Golf & Country Club's request for a \$5,000.00 donation but fully supports their application for a matching grant through the Alberta Lottery Foundations Community Initiative program.

CARRIED

11.3 Palliser Trustee Election October 16, 2017

Palliser Regional School Division No. 26 is currently making plans for the upcoming school trustee election in conjunction with the civic election on Monday, October 16, 2017.

Joanne Silijak, Retuning Officer for Palliser Regional School Division is requesting that the Town enter into an agreement with Palliser School Division to conduct a joint election.

Motion No.: 17.237

Moved by Councillor John Seaman THAT the Town of Vulcan enters into an agreement with Palliser Regional School Division No. 26 to hold a joint election on October 16, 2017.

CARRIED UNANIMOUSLY

11.4 Still Standing Advance Screening on August 28, 2017

CBC has contacted the Town and would like to work together in planning a community event for the advance screening of the Still Standing episode that was filmed here in Vulcan.

CBC would like to present the episode to the community on the evening before it airs on CBC as part of their regular schedule. The Town would like to hold this event on Monday, August 28, 2017 at the Cultural Recreation Center. There is a Regular Council meeting scheduled for this day. To allow Council to attend this community event the meeting could be postponed and the business added to the next scheduled Regular Council meeting. If any emergent issues should arise, a Special Meeting of Council could be called if necessary.

Motion No.: 17.238

Moved by Councillor Georgia-Lee DeBolt THAT Council approves postponing the business scheduled for discussion at the Regular Council meeting of August 28, 2017 and that it be added to the business scheduled for the Regular Council meeting of September 11, 2017.

CARRIED UNANIMOUSLY

11.5 Appointment of Returning Officer

A Returning Officer needs to be appointed for the pending 2017 Municipal Election.

Motion No.: 17.239

Moved by Councillor John Seaman THAT Kim Fath be appointed Returning Officer for the 2017 Municipal Election.

CARRIED UNANIMOUSLY

11.6 2017 Municipal Election Advance Vote

A Municipal Election will be held on October 16, 2017.

Under Section 73 of the Local Authorities Election Act, Council may, by resolution, provide for holding an advance vote.

Motion No.: 17.240

Moved by Councillor Rick Howard THAT this Council authorizes an advance vote in the course of the 2017 Municipal Election;

THAT the date and time of the Advance Vote be set by the Returning Officer.

CARRIED UNANIMOUSLY

11.7 Vulcan and District Tourism Society Requests

The Vulcan and District Tourism Society has forwarded two requests for Council's consideration.

Their first request is permission for a street closure for their annual Vul-Con costume parade on Saturday, July 22, 2017 starting at 10:00 a.m. The parade route will start at the star ship on 2nd Street South, turning onto 1st Avenue South and then proceeding to Centre Street and will end at the Lodge Hall.

The second request is a proposal to name the green space on Service Road where the Starship is located as “Klingon Way”.

Motion No.: 17.241

Moved by Councillor John Seaman THAT Council approves the street closure for their annual Vul-Con costume parade on July 22, 2017 starting at 10:00 a.m.

Parade Route:

Starts at the Starship on 2nd Street South, turning onto 1st Avenue South and then proceeding to Centre Street and will end at Lodge Hall.

CARRIED UNANIMOUSLY

Motion No.: 17.242

Moved by Councillor Georgia-Lee DeBolt THAT Council approves Vulcan & District Tourism’s Society request to name the green space on Service Road where the Starship is located as “Klingon Way”.

CARRIED UNANIMOUSLY

11.8 Vulcan Business Development Society (VBDS) Promotional Video

VBDS is working to complete the promotional videos that were grant funded as a component of the Connected Communities Project.

Individual videos have been made for every participating municipality. These videos will be added to each website upon approval.

Motion No.: 17.243

Moved by Councillor Paul Taylor THAT Council approves the placement of the video created by VBDS, as a component of the Connected Communities Program, on the Town of Vulcan’s website.

CARRIED UNANIMOUSLY

11.9 Street Light Pole Replacement

As per the 2017 Capital Budget Council approved the replacement of the Street Lights on Main Street from the railway tracks to Highway 23. This project was expected to be completed using a combination of capital reserves and grant funding.

Public Works has put together a proposal to complete this work. They have received quotes from various suppliers for materials and installation services, and have provided the

attached cost breakdowns for two different options of pole. Either option will have the LED fixture and the Starship engines attached.

Motion No.: 17.244

Moved by Councillor John Seaman THAT Council approves the Public Works proposal for the installation of new decorative LED street light standards on main street from the railway tracks east to Highway 23, with funding not to exceed \$110,000.00 to be drawn 67% from the basic Municipal Transportation Grant and 33% from the Street Light Capital Reserve.

CARRIED UNANIMOUSLY

11.10 Community Futures Highwood Shareholder Vote

The Community Futures Highwood requested that the Town of Vulcan appoint a designated Council representative to vote on the Town's behalf on any motions made at their Annual General Meeting on July 8, 2017.

Motion No.: 17.245

Moved by Councillor Georgia-Lee DeBolt THAT Council appoint Councillor Rick Howard as the Town of Vulcan's eligible shareholder voter for the Community Futures Highwood Annual General Meeting.

CARRIED UNANIMOUSLY

11.11 Parade Float

Following the recent Spock Days Parade Council discussed the changes the float committee has made to the Town of Vulcan float.

Motion No.: 17.246

Moved by Councillor Lorna Armstrong THAT Council directs Administration to meet with the float committee to discuss the concerns brought forward regarding the new float and to direct the committee to postpone attendance at future parades until such time as the float can be fully restored to show quality.

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.: 17.247

Moved by Councillor Paul Taylor THAT this Council receives for information the management reports for the period ending June 12, 2017. **CARRIED UNANIMOUSLY**

14.0 In-Camera - NIL

15.0 Adjournment

The meeting was adjourned by Councillor Rick Howard at 9:15 p.m.



Tom Grant
Mayor



Kim Fath
Chief Administrative Officer