

**MINUTES OF THE REGULAR MEETING OF COUNCIL
HELD IN THE TOWN OF VULCAN COUNCIL CHAMBER
ON MONDAY, DECEMBER 12, 2016**

PRESENT:	Mayor	- Tom Grant
	Councillor	- John Seaman
	Councillor	- Georgia-Lee DeBolt
	Councillor	- Lorna Armstrong
	Councillor	- Rick Howard
	Councillor	- Paul Taylor
	Councillor	- Sue Dow
	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.

Motion No.: 16.362

Moved by Councillor Paul Taylor THAT the Vulcan County Health and Wellness Foundation be added as a delegation to the agenda. **CARRIED UNANIMOUSLY**

2.0 Public Hearings - NIL

3.0 Delegations

3.1 Heaven Can Wait

Kim Hessel and Angela Berner with Heaven Can Wait rescue shelter gave a presentation to Council describing the shelter's mandate and how they can help the Town of Vulcan with the homeless cats and dogs within the Town.

The Town of Vulcan Administration will set up a public meeting in the new year to allow for further discussion.

3.2 Scott Mitchell – Vulcan County Health and Wellness Foundation

Scott Mitchell on behalf of the Vulcan County Health and Wellness Foundation attended the Council meeting to give Council an update on the hospital expansion and explained some of

the programs for residents that could be offered from various sources using available technology.

4.0 Adoption of Agenda

Motion No.: 16.363

- 3.2 Vulcan County Health and Wellness Foundation Delegation
- 11.7 Vulcan & Area Clinic Agreement
- 11.8 Inter-Municipal Agreement for Physician Recruitment and Retention
- 11.9 Temporary Road Closure
- 14.1 FOIP to Discuss Staffing

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

CARRIED UNANIMOUSLY

5.0 Adoption of Previous Minutes

5.1 Regular Council Meeting Minutes

The Minutes of the Regular Meeting of Council, held in the Town of Vulcan Council Chamber on Monday, November 28, 2016 were presented to Council.

Motion No.: 16.364

Moved by Councillor Georgia-Lee DeBolt THAT the Minutes of the Regular Council Meeting, held in the Town of Vulcan Council Chamber on Monday, November 28, 2016 be approved and read by each member of Council as amended.

CARRIED UNANIMOUSLY

6.0 Unfinished Business - NIL

7.0 Financial Reports - NIL

8.0 Correspondence and Information Items

- 8.1 The Correspondence and Information Items for the period ending December 12, 2016 were presented to Council to be received for information.

Motion No.: 16.365

Moved by Councillor Paul Taylor THAT the Correspondence and Information Items for the period ending December 12, 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.: 16.366

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

- Oldman River Regional Services Commission – Agenda – Minutes – September 1, 2016
- Vulcan & District Chamber of Commerce – Agenda – Minutes – November 7, 2016
- Mayors and Reeves of Southwestern Alberta – Agenda – Minutes – December 2, 2016

Verbal Reports:

- Councillor Sue Dow
 - Vulcan County Health and Wellness Foundation
- Councillor Paul Taylor
 - Twin Valley Regional Water Services Commission
- Councillor John Seaman
 - Twin Valley Regional Water Services Commission
 - Vulcan & District Chamber of Commerce
- Councillor Lorna Armstrong
 - Mayors and Reeves
 - Vulcan Business Development Society
 - Family and Community Support Services
- Councillor Georgia-Lee DeBolt
 - Vulcan & District Recreation Committee
- Councillor Rick Howard
 - Oldman River Regional Services Commission

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Initials





- Mayor Tom Grant
 - Mayors and Reeves
 - Vulcan District Waste Commission
 - R & R Doctor Retention

CARRIED UNANIMOUSLY

10.0 Bylaws/Policies

10.1 Rescind Policy F-28 – Interest on Refunds

Administration requested Council rescind Policy F-28 – Interest on Refunds.

Motion No.: 16.367

Moved by Councillor Rick Howard THAT Council rescinds Policy F-28 – Interest on Refunds as presented.

CARRIED UNANIMOUSLY

10.2 Amend Policy PE-04 – Employee Performance Evaluation

Administration is reviewing current policies and requested that Council amend Policy PE-04 – Employee Performance Evaluations for conducting employee performance evaluations and addressing evaluation appeals.

Motion No.: 16.368

Moved by Councillor John Seaman THAT Council adopts Policy PE-04 Employee Performance Evaluation as amended.

CARRIED UNANIMOUSLY

10.3 Policy A-02 – Fax Machine

Administration is reviewing current policies and requested that Council amend Policy F-24 – Fax Machine by creating Policy A-02 – Fax Machine to address requests from the general public in regards to the use of the fax machine.

Motion No.: 16.369

Moved by Councillor Paul Taylor THAT Council adopts Policy A-02 – Fax Machine as amended.

CARRIED UNANIMOUSLY

Initials

10.4 Policy A-05 – Tax Recovery Notification and Auction

Administration is reviewing current policies and requested that Council amend Policy F-14 – Reserve Bids-Public Auctions and Policy F-19 – Tax Arrears Notification Fees by creating Policy A-05 – Tax Recovery Notification and Auction for setting the fees for tax recovery notification and setting the market value of a property prior to public auction.

Motion No.: 16.370

Moved by Councillor Georgia-Lee DeBolt THAT Council adopts Policy A-05 – Tax Recovery Notification and Auction as amended. **CARRIED UNANIMOUSLY**

10.5 Policy A-17 – Members at Large Appointment and Remuneration

Administration is reviewing current policies and requested that Council amend Policy F-44 – Remuneration of Town Appointed Members at Large on Committees by creating Policy A-17 – Members at Large Appointment and Remuneration for establishing an appointment and formalizing the provision of, remuneration, allowances, and expenses to Members at Large appointed by the Town.

Motion No.: 16.371

Moved by Councillor Rick Howard THAT Council adopts Policy A-17 – Members at Large Appointment and Remuneration as amended. **CARRIED UNANIMOUSLY**

10.6 Rescind Policy A-12 – Subdivision Applications – Time Extensions

Administration is requesting that Council rescind Policy A-12 – Subdivision Applications – Time Extensions.

Motion No.: 16.372

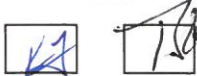
Moved by Councillor Sue Dow THAT Council rescinds Policy A-12 – Subdivision Applications – Time Extensions as presented. **CARRIED UNANIMOUSLY**

11.0 New Business

11.1 December 26, 2016 Regular Council Meeting

The next scheduled Regular Council Meeting is on Monday, December 27, 2016.

Initials



Motion No.: 16.373

Moved by Councillor John Seaman THAT Council cancels the December 27, 2016 Regular Council Meeting unless an emergency arises. **CARRIED UNANIMOUSLY**

11.2 Fortis Alberta Street Light Conversion Option Offer

Fortis Alberta worked with the Alberta Urban Municipalities Association to conduct a community assessment project to address municipal interest in Light Emitting Diode (LED) lighting technology. This project demonstrated that savings could be achieved with the use of LED technology by lowering consumption and reducing maintenance costs during the life of the fixtures.

Fortis Alberta offered to assess the Town's needs and offer an LED conversion solution for the Town of Vulcan, by identifying existing high pressure sodium (HPS) fixtures that qualify for conversion to energy-efficient LED fixtures.

Motion No.: 16.374

Moved by Councillor Paul Taylor THAT Council directs Administration to confirm the Town's interest in having Fortis Alberta assess the Town's needs for LED lighting technology by signing the supplied acknowledgement form.

CARRIED UNANIMOUSLY

11.3 ACP Application Regional Intermunicipal Development Plans Project

A meeting was held on November 24, 2016 to discuss eligible projects for the Alberta Community Partnership program.

Vulcan County is hosting an application to participate in an application for the Regional Inter-Municipal Development Plan Project, submitted by Vulcan County under the Intermunicipal Collaboration component of the Alberta Community Partnership program.

Motion No.: 16.375

Moved by Councillor Lorna Armstrong THAT Council approves the following motion:

Be it resolved that we authorize Vulcan County to participate in an application for the Regional Intermunicipal Development Plan Project, submitted by Vulcan County under the Intermunicipal Collaboration component of the Alberta Community Partnership, further

THAT the Town of Vulcan, a participant agrees to abide by the terms of the Conditional Grant Agreement, governing the purpose and use of the grant funds.

CARRIED UNANIMOUSLY

11.4 Office Closure

Administration asked Council to close the Town Office on Monday, December 26, 2016, Tuesday, December 27, 2016 and Monday, January 2, 2017 to allow for staff holidays.

Motion No.: 16.376

Moved by Councillor Sue Dow THAT Council approves the closure of the Town Office on Monday, December 26, 2016, Tuesday, December 27, 2016 and Monday, January 2, 2017 to allow for staff holidays.

CARRIED UNANIMOUSLY

11.5 Vulcan Lodge Hall Society Request

The Lodge Hall Society requested that the Town wash the windows on the outside of the Lodge Hall, clean and inspect the eaves trough and inspect the roof for any minor repairs required. They are asking that this be done once a year in the fall.

Administration brought the Lodge Hall's request forward for Council's decision. The CAO discussed the request with the Public Works Foreman and he felt that it adds extra work to the public works fall schedule. It may also set a precedent for other Town owned buildings and local organizations to make similar requests to the Town.

Motion No.: 16.377

Moved by Councillor Lorna Armstrong THAT Council approves the Vulcan Lodge Halls request to wash the outside windows and clean the eaves trough once a year at the discretion of the Public Works Foreman

DEFEATED

11.6 2017 Capital Equipment Replacement Program

The 25 year capital equipment replacement plan schedule has identified the replacement of the John Deer mower/broom in 2017. The Public Works foreman has provided the attached information for Council's consideration.

Based on the price that has been quoted for replacing the existing mower/broom with a new unit, the foreman is considering going away from this type of machine and purchasing a

broom for the skid steer, a walk behind mechanical broom for small sidewalks and a 72" mower with a cab.

This was brought forward for Council's discussion as it differs from the capital equipment replacement plan that was approved. It will however save the Town approximately \$20,000.00 over the six year replacement cycle.

Motion No.: 16.378

Moved by Councillor Rick Howard THAT the Public Works Foreman's proposal for the 2017 Capital Equipment Replacement Program be received as information.

CARRIED UNANIMOUSLY

11.7 Vulcan and Area Clinic Agreement

Motion No.: 16.379

Moved by Councillor Paul Taylor THAT Council approves the Vulcan and Area Clinic Agreement as presented.

CARRIED UNANIMOUSLY

11.8 Inter-Municipal Agreement for Physician Recruitment and Retention

Motion No.: 16.380

Moved by Councillor Rick Howard THAT Council approves the Inter-Municipal Agreement for Physician Recruitment and Retention as presented.

CARRIED UNANIMOUSLY

11.9 Temporary Road Closure

Motion No.: 16.381

Moved by Councillor Rick Howard THAT Council approves a temporary street closure for 10 minutes of Highway 534 between CP rail and 1st Avenue South on December 31, 2016 to allow for fireworks during the New Year's Eve celebration.

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.: 16.382

Moved by Councillor Lorna Armstrong THAT this Council receives for information the management reports for the period ending December 12, 2016.

CARRIED UNANIMOUSLY

14.0 In-Camera

Motion No.: 16.383

Moved by Councillor Rick Howard THAT Council move in-camera at 9:12 p.m.

CARRIED UNANIMOUSLY

Mayor Tom Grant granted a 3 minute recess.

Motion No.: 16.384

Moved by Councillor John Seaman THAT Council move out-of-camera at 10:18 p.m.

CARRIED UNANIMOUSLY

14.1 **FOIP to Discuss Staffing**

Motion No.: 16.385

Moved by Councillor Sue Dow THAT Council directs the CAO Kim Fath to attend the Vulcan Fire Meeting on Tuesday, December 13, 2016 to represent the Town of Vulcan.

CARRIED UNANIMOUSLY

Motion No.: 16.386

Moved by Councillor Rick Howard THAT Council directs CAO Kim Fath to attend the district Fire Chief meeting on Wednesday, December 14, 2016 to represent the Town of Vulcan.

CARRIED UNANIMOUSLY

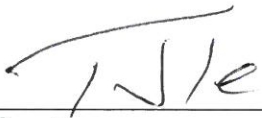
Motion No.: 16.387

Moved by Councillor Lorna Armstrong THAT Administration arrange an emergency meeting with the Vulcan County Reeve, Deputy Reeve and Town of Vulcan Mayor, Councillor John Seaman in place of Deputy Mayor and the CAO's from the Town of Vulcan and Vulcan County.

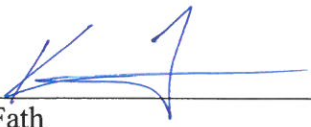
CARRIED UNANIMOUSLY

15.0 **Adjournment**

The meeting was adjourned by Councillor Rick Howard at 10:19 p.m.



Tom Grant
Mayor



Kim Fath
Chief Administrative Officer