

**MINUTES OF THE REGULAR MEETING OF COUNCIL
HELD IN THE TOWN OF VULCAN COUNCIL CHAMBER
ON MONDAY, JUNE 27, 2016**

PRESENT:	Mayor	- Tom Grant
	Councillor	- Georgia-Lee DeBolt
	Councillor	- Rick Howard
	Councillor	- John Seaman
	Councillor	- Lorna Armstrong
	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

➤ 11.4 402 Centre Street

Motion No.: 16.196

Moved by Councillor Lorna Armstrong 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, June 13, 2016 were presented to Council.

Initials
 

Motion No.: 16.197

Moved by Councillor John Seaman THAT the Minutes of the Regular Council Meeting, held in the Town of Vulcan Council Chamber on Monday, June 13, 2016 be approved and read by each member of Council as presented and amended. **CARRIED UNANIMOUSLY**

6.0 Unfinished Business

6.1 Vulcan East Water Co-op and Alberta Environment and Parks

At the June 13, 2016 Regular Council Meeting, motion 16.194 was made to approve the attendance of the CAO and Mayor representing the Town of Vulcan at the meeting with the Vulcan East Water Co-op and Alberta Environment and Parks on June 16, 2016 at 1:00 pm in Lethbridge.

The topic of the meeting was in regards to the regulations that Alberta Environment feels apply to the service that the Vulcan East Water Co-op is providing its members.

Motion No.: 16.198

Moved by Councillor John Seaman THAT Council approves continued administrative and political support for the Vulcan East Water Co-op's efforts to find a solution to their compliance issues. **CARRIED UNANIMOUSLY**

6.2 Town Hall Meeting Discussion

On June 20, 2016 Town Council held a Town Hall meeting to discuss the budget and Local Improvements projects.

The format of this meeting was changed from that of the past. Positive feedback was received about the new format and information provided.

Motion No.: 16.199

Moved by Councillor John Seaman THAT Council directs Administration to continue with the same format used at the June 20, 2016 Town Hall meeting at future meetings. **CARRIED UNANIMOUSLY**

Initials


7.0 Financial Reports

7.1 Cash Statement – Ending May 31, 2016

Motion No.: 16.200

Moved by Councillor Georgia-Lee DeBolt THAT the Cash Statement for the period ending May 31, 2016 be received as information. **CARRIED UNANIMOUSLY**

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

Motion No.: 16.201

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

8.0 Correspondence and Information Items

8.1 The Correspondence and Information Items for the period ending June 27, 2016 was presented to Council to be received for information.

Motion No.: 16.202

Moved by Councillor Paul Taylor THAT the Correspondence and Information Items for the period ending June 27, 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.: 16.203

Moved by Councillor Paul Taylor THAT the minutes and/or verbal reports of Town represented Boards/Committees at the June 27, 2016 Town Council Meeting be received for information.

- Mayors and Reeves of Southwest Alberta – Minutes – June 3, 2016
- Vulcan Business Development Society – Agenda – Minutes – June 8, 2016
- Vulcan Library Board Meeting – Minutes – June 15, 2016
- Municipal Planning Commission – Agenda – Minutes – June 21, 2016

Initials
 

- Councillor Paul Taylor
 - Twin Valley Regional Services Commission
 - Vulcan Library Board – County meeting

- Councillor Sue Dow
 - Vulcan Brand Innovation Team
 - Twin Valley Regional Water Commission
 - Municipal Planning Commission
 - Vulcan Golf and Country Club

- Councillor John Seaman
 - Municipal Planning Commission

- Councillor Georgia-Lee DeBolt
 - Vulcan & District Tourism Society

- Councillor Lorna Armstrong
 - Vulcan & District Tourism Society
 - Family Community Support and Services

- Mayor Tom Grant
 - Vulcan District Waste Commission
 - Southern Alberta Energy from Waste Association

CARRIED UNANIMOUSLY

10.0 Bylaws - NIL

11.0 New Business

11.1 Offer to Purchase USS Vulcan Parade Float

On June 22, 2016 Mayor Grant received an offer to purchase the USS Vulcan Parade Float from Wayne Pedersen.

The Parade Float has been offered to the Town of Vulcan for the cost of \$1.00. Town Council has continually supported the development of this float both financially and through volunteer efforts. The transfer of ownership will allow the Town to not only protect the investment already contributed to the float, but also properly insure the float on an ongoing basis, not just for individual parades. The transfer of ownership will require the Town to provide ongoing maintenance for this float in the event that no one volunteers. Keath

Initials





Brooks has indicated that he plans on continuing to volunteer his time towards the upkeep and maintenance of the float at this time.

Motion No.: 16.204

Moved by Councillor Rick Howard THAT Council approves the purchase of the USS Vulcan Parade Float from Wayne Pedersen for the nominal fee of \$1.00.

CARRIED UNANIMOUSLY

11.2 Gift and Donation Policy

In the past the Town of Vulcan has received various gifts and donations from different service groups and people in our community for our parks and facilities. Recreation has approached administration about possibly developing a policy that would act as procedure for accepting a gift and how these donations will be owned and maintained.

Before spending a significant amount of time developing a policy, administration would like Council's direction as to how this policy will be brought forward. As this is dealing with gifts being donated directly to the Town, it would clearly be a Town policy that would need to be approved by Council. Based on past history, many of these gifts have been of a recreation nature, we would like to know if Council thinks this sort of policy should be presented to the recreation committee for their approval before coming to Town Council for final approval.

Council discussed Administration's request for direction on developing a policy for gifts and donations to the Town and directed Administration to develop a policy for Council's consideration.

11.3 Payment of Accounts

In preparation for the expected postal strike administration is preparing for alternative ways of delivering payment for accounts.

The expected postal strike may take place as soon as July 2, 2016. In event of a strike payments to local vendors may be delivered by hand. Out of town vendors have already started requesting payment through Electronic Funds Transfer (E.F.T.) which will eliminate the cost of using a courier. We currently only use this process for payroll. The reason we do not use EFT for regular bill payment is because of our requirement for two signatures on all cheques. We have confirmed with our auditor that regular bill payments can be reasonably accounted for through EFT, with retention of supporting documents and logging transfers. He also suggested the development of an EFT policy if Council would like to continue to pay accounts with this process.

Initials
 

Motion No.: 16.205

Moved by Councillor Paul Taylor THAT Council moves to temporarily allow for the payment of accounts through EFT in the event of a postal strike.

CARRIED UNANIMOUSLY

Motion No.: 16.206

Moved by Councillor Georgia-Lee DeBolt THAT Council directs Administration to develop an EFT policy for the ongoing payment of accounts.

CARRIED UNANIMOUSLY

11.4 402 Centre Street

Motion No.: 16.207

Moved by Councillor John Seaman THAT Administration draft a letter from Council to the RCMP inquiring into the time frame for reclamation of 402 Centre Street due to safety issues and concerns.

CARRIED UNANIMOUSLY

12.0 Notice of Motion - NIL

13.0 Management Reports – NIL

14.0 In-Camera - NIL

15.0 Adjournment

The meeting was adjourned by Councillor Rick Howard at 8:05 p.m.



Tom Grant
Mayor



Kim Fath
Chief Administrative Officer