

Minutes of the Regular Meeting of Council of the Town of Killam, held in the Council Chambers of the Town Office, Killam, Alberta, on Thursday, June 18, 2009 commencing at 7:00pm.

PRESENT

| | |
|-----------------|---------------------|
| Mayor James | Mayor |
| Darcy Eskra | Councillor |
| Les Fee | Councillor |
| Diane Gordon | Councillor |
| Rick Krys | Councillor |
| Allen Freadrich | Councillor |
| Stacey Adolf | Councillor |
| Kim Borgel | CAO |
| Darlene Gotobed | Recording Secretary |

CALL TO ORDER

Mayor James called the meeting to order at 7:01pm.

DELEGATION
AUSTROM
CONSULTING

Brian Austrom, of Austrom Consulting was present for discussion on the recent developments regarding the annexation of lands within the Town of Killam radius. In the latest discussions, it was evident that Flagstaff County is not willing to consider the annexation of the Viterra and UFA properties located just south east of the intersections of Highways 36 and 13. In a future meeting with the County, Mr. Austrom plans to stress the increased costs of maintaining and sustaining municipalities as well as illustrate, using other known and successful examples, of how various counties contribute to ensure the successful upkeep of their thriving municipalities.

An update regarding the process of the Intermunicipal Development Plan with the County was also discussed. A number of revisions were made and another meeting is scheduled for the upcoming week between the committee members of Flagstaff County and the Town of Killam. A public information meeting will then follow, estimated for the end of July, 2009, the first reading is to take place during the same time.

Mr. Austrom exited Council Chambers at 7:32pm.

AGENDA

MOVED by Clr. Krys to accept the agenda as presented.

CARRIED

MEETING MINUTES

**PUBLIC HEARING
MINUTES
JUNE 4, 2009**

MOVED by Clr. Gordon to accept the minutes of the June 4, 2009 Public Hearing meeting as presented.

CARRIED

**COUNCIL
MINUTES
JUNE 4, 2009**

MOVED by Clr. Adolf to accept the minutes of the June 4, 2009 Regular Council Meeting as presented.

CARRIED

UNFINISHED BUSINESS

TOK POLICY #6.14 A copy of the document is attached hereto and forms a part of the minutes.

150.06.18.09 **MOVED** by Clr. Gordon to accept Town of Killam Policy #6.14: Employee Grievances, to establish how an employee would handle a situation of grievance or dispute between himself and a supervisor / co-worker.
CARRIED

NEW BUSINESS

POLICY MANUAL UPDATES A copy of the Town of Killam Policies, Section 8 Recreation, Section 9 Traffic and Section 10 Utilities, are attached hereto and form a part of the minutes.

151.06.18.09 **MOVED** by Clr. Gordon to adopt the Policies for the Town of Killam as listed in Section 8 Recreation, Section 9 Traffic and Section 10 Utilities, with the following amendments:

SECTION 8 Recreation

POLICY #8.2 **#8.2** Deletion as no longer applicable.

POLICY #8.4 **#8.4** Policy description to read as “To expand on the administration of the Agriplex facility.”
Deletion of bullets #1 and #2, as the Facility follows provincial legislation.

SECTION 9 Traffic

POLICY #9.1 **#9.1** Recommendation to update this policy with a current list of signs.

POLICY #9.2 **#9.2** Update this policy to reflect Bylaw #768

POLICY #9.3 **#9.3** Page 2 changed to read, referring to the sanding of roads, “All stop signs along Highway 13”.

POLICY #9.4 **#9.4** Policy Statement to read: “Rental Costs of Town Equipment”.

POLICY #9.8 **#9.8** Deletion as this is covered under Occupational Health and Safety Guidelines.

SECTION 10 Utilities

POLICY #10.2 **#10.2** Divide and clearly identify sections to list Private Water System and Sewer System detail separately.

POLICY #10.2.3 **#10.2.3** Duplication, delete one of the existing bullets.

CARRIED

FIRE SERVICES USER FEE A copy of the RFD is attached hereto and forms a part of the minutes.

Following discussion, it was requested that Administration gather and assess the policies of municipalities who have implemented a user fee for fire services, and draft a like policy for review by Council at a future date.

MAIN STREET DESIGN COSTS **MOVED** by Clr. Eskra to approve the architect expense for the Main Street Revitalization Project, in the amount of approximately \$35000; funding of which is to come from MSI Capital funds. **CARRIED**

**AGRI-VENTURES
PROPOSAL
153.06.18.09**

A copy of the letter is attached hereto and forms a part of the minutes.

MOVED by Clr. Eskra to support Battle River Agri-Ventures Co-op proposal for financial assistance in the amount of \$10,000, for no longer than 120 days, after which time the funds will be reimbursed with the additional cost of 1% over the prime rate. **CARRIED**

**PROMOTIONAL
PORTFOLIOS**

A copy of the RFD is attached hereto and forms a part of the minutes.

It was requested by Council that Administration order 100 portfolios and, in addition, gather a list of names, from groups and organizations that are actively volunteering and participating in the community, that would be recipients of Town of Killam portfolios in recognition of their efforts and dedication.

**DEVELOPMENT
APPEAL**

A copy of the RFD is attached hereto and forms a part of the minutes.

The Development Appeal Committee will hold the Public Appeal Hearing on Thursday, June 25, 2009 in Council Chambers, proceedings will begin at 7:30pm. Committee members and neighboring residents will be notified of the appeal application.

**COUNTY SAFETY
PROGRAM**

A copy of the RFD is attached hereto and forms a part of the minutes.

This matter has been deferred to the July 16, 2009 Council Meeting to allow for review of the Directives and Safety Manual as presented by Flagstaff County.

**COMMERCIAL
PROPERTIES
IN CAMERA
8:16PM
RECONVENE
8:24PM
154.06.18.09**

Discussion related to the sale, tracking and development of commercial properties.

MOVED by Clr. Gordon to go in camera at 8:16pm.

MOVED by Clr. Gordon to reconvene at 8:24pm.

MOVED by Clr. Gordon to have the Town of Killam, as of this date, place caveats upon undeveloped commercial properties, that are being charged levies for exceeding the allowed timeframe for development; thereby ensuring new owners will be aware of penalties associated with those properties upon purchase and those times thereafter.

CORRESPONDENCE

1. **Alberta Tourism, Parks and Recreation** is requesting bids to host the 2012 Alberta Summer Games. Communities with populations less than 10000 are encouraged to join together with neighbors and submit a joint bid, deadline is August 14, 2009. **FILED**
2. **Alberta Municipal Affairs** is requesting submissions for the 8th annual Minister's Awards for Municipal Excellence. Submission deadline is July 15, 2009. **FILED**
3. **Fortis Alberta** will be changing residential meters in the Town of Killam on June 22-23, 2009. Commercial meters will be scheduled for change in October 2009. **FILED**
4. **Letter of Commendation** for assistance provided by Kim Cannady to Bawlf's Fire Chief. **FILED**
5. **Alberta First.com** June newsletter. **FILED**
6. **Activation Analysis** letter asking for council resolution for grant exploration under the

Regional Partnership Initiatives Program, regarding the Veterans Memorial highway Association.

FILED

Clr. Kryz exited Council Chambers at 8:30pm.

GRANT SUPPORT

155.06.18.09

MOVED by Clr. Freadrich to submit resolution to the Regional Partnerships Initiative Exploration Grant, in support of Activation Analysis Group Inc. to apply for an exploration grant on behalf of the Veterans Memorial Highway Association.

CARRIED

Clr. Kryz re-entered Council Chambers at 8:32pm.

7. **Leon Benoit, M.P. Vegreville-Wainwright**, letter requesting that municipalities initiate action which will lead to their designation as a drought region, in order to aid those to qualify for AgriRecovery program assistance.

FILED

DROUGHT SUPPORT

156.06.18.09

MOVED by Clr. Freadrich to send a letter of support to Flagstaff County, supporting a declaration of drought for our local area.

CARRIED

8. **Kimberly Bonnett**, Battle River Training Foundation, letter requesting extension of offer for office space located at the Town Office.

FILED

Council agreed to have Mrs. Bonnett remain at the Town of Killam Office as Battle River Training Foundation requires.

9. **Ace Communities** letter of acceptance of the Town of Killam as one of their participants.

FILED

COUNCIL COMMITTEE REPORTS

MAYOR JAMES

A copy of each report is hereto attached and form a part of the minutes.

1. **BRAED** – June 4, 2009 meeting
2. **FIP** - June 1, 2009 meeting
3. **Mayors Caucus Meeting**

CLR. GORDON

A copy of each report is hereto attached and forms a part of the minutes.

1. **Resource Officer** – Monthly Activity Report
2. **Dr. Recruitment and Retention**
3. **Beautification** – Submission of “Save the Trees” campaign

Clr. Gordon shared with Council the results of the “Save the Trees” campaign that had been circulating within the Town in relation to the trees located a Lion’s Park. The decision had been reached, after discussion and review of the condition of the trees with Public Works and Committee members, that those trees that were still sound would be extremely pruned back to remove all dead limbs and branches.

TREE PRUNING

157.06.18.09

MOVED by Clr. Eskra to accept the presented document on behalf of the “Save the Trees” at Lion’s Park campaign, as information; in addition to recognize the changes from the original plans at Lion’s Park to remove a number of trees, now allowing for

only significant pruning of those trees that are still of sound condition.

CARRIED

Administration is to prepare a letter of response to the “Save the Trees” in Lion’s Park group, informing them of the recent decisions.

CLR. ESKRA

BEAUTIFICATION

Clr. Eskra recommended that volunteers be requested to play a larger role in maintaining the flower pots located throughout the Town of Killam in an “Adopt a Pot” program. Administration will call those businesses and residents that are in close proximity of the flower pots and request that they take on the watering responsibilities; however, the hanging pots on main street and the larger pots located at the signs along the highway, will continue to be under the care of Public Works.

CLR. ADOLF

A copy of the report is hereto attached and forms a part of the minutes.

1. Library - June 17, 2009 Meeting Highlights

Administration is to investigate the previous resolution relating to the deferral of payment of administration costs and funding received by the library.

COMMITTEE REPORTS

ACTION ITEMS

A copy of the Action Items List is hereto attached and forms a part of the minutes.

CAO REPORT

A copy of the CAO report is hereto attached and forms a part of the minutes.

PUBLIC WORKS REPORT

A copy of the Public Works report is hereto attached and forms a part of the minutes.

Clr. Eskra recommended that Council tour the Public Works yard and newly upgraded Water Treatment Plant. Council agreed to meet at 6:00pm at the Public Works yard on July 16, 2009.

RECREATION REPORT

A copy of the Recreation report is hereto attached and forms a part of the minutes.

CAO Borgel relayed that there was no word yet from the RInC Application that was made at the end of May, 2009 for the Agriplex.

FINANCIAL REPORTS

Copies of the Financial Reconciliations are hereto attached and forms a part of the minutes.

Town of Killam Payroll

- May 2009

Boards (May Reconciliation)

- Airport
- Library
- SKNGS

ADJOURNMNT

The meeting was adjourned at 9:30pm.

Mayor

Chief Administrative Officer