

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, August 16, 2007 commencing at 7:00 p.m.

PRESENT	Bud James	Mayor
	Darcy Eskra	Councillor
	Don Gay	Councillor
	Joe Spiller	Councillor
	Rick Kryz	Councillor
	Wendy Ramberg	Chief Administrative Officer
	Kimberly Borgel	Recording Secretary

CALL TO ORDER Mayor James called the meeting to order at 7:10 pm.

AGENDA MOVED by Clr. Gay to accept the agenda and addendum with the following additions:

COUNCIL COMMITTEE REPORTS

Clr. Kryz

1. Flagstaff Regional Housing
2. Flagstaff Solid Waste Management

NEW BUSINESS:

9. Municipal Sustainability Workshop CARRIED

MINUTES

REGULAR MTG JULY 19, 2007 MOVED by Clr. Kryz to accept the regular meeting minutes of July 19, 2007. CARRIED

ASSESSMENT REVIEW BOARD HEARING JULY 26, 2007 MOVED by Clr. Gay to accept the Assessment Review Board Hearing minutes of July 26, 2007 with the following amendment:
Under Adjournment change “Gary” to “Gay” CARRIED

BUSINESS FROM MINUTES

BYLAW 779 – AMENDMENT TO LAND-USE BYLAW **BYLAW 779 – AMENDMENT TO LAND-USE BYLAW**
A bylaw of the Town of Killam in the Province of Alberta for the purpose of amending the Town of Killam Land Use Bylaw No. 736.

To Amend Schedule “A” Land Use Map, to change the land use designation of Block RT-C, Plan RN97, as shown on the map attached, is reclassified from Direct Control (DC) to Agriculture (A).

1st READING BYLAW 779 182.08.16.07 MOVED by Clr. Eskra that Bylaw #779, receives first reading. CARRIED

**PUBLIC
HEARING**
183.08.16.07

MOVED by Clr Krys to hold a Public Hearing on September 20th, 2007 at 6:30 p.m. in the Town of Killam Council Chambers. CARRIED

**DRAINAGE AT
51A AVENUE**

Clifton Associates has not given the quote for the project at this time. This item of business is deferred to the next Council Meeting.

**RECYCLING
PROPOSAL**

This item of business is deferred to the next council meeting. Clr. Krys and ACAO Borgel will be meeting to put a proposal together.

**NE INDUSTRIAL
SUBDIVISION
APPLICATION**
184.08.16.07

A Request for Decision regarding the NE Industrial Subdivision Application is attached hereto and forms a part of these minutes.

MOVED by Clr. Gay to approve the proposed subdivision in the Town of Killam at Lot 5, Plan 992 6331 as shown in the attached map. The subdivision is to divide 2-5 acre on the south end of the plan. CARRIED

**NE INDUSTRIAL
SUBDIVISION –
FORTIS
REQUEST/QUOTE**
185.08.16.07

A Request for Decision regarding the NE Industrial Subdivision Fortis Request and Quote is attached hereto and forms a part of these minutes.

MOVED by Clr. Krys that the Town of Killam agrees to pay Fortis \$7,610.80 including GST, for a three phase power transformer in the NE Industrial Subdivision and further that a disclaimer would be included stating that the final subdivision drawing has not yet been registered. The Town of Killam would be responsible for any future cost to relocate poles/line if necessary. CARRIED

NEW BUSINESS

**RESIGNATION
OF CLR. REG
GRANT**

It is with regret and much appreciation that the Town of Killam Council accept the resignation of Councillor Reg Grant after 15 years of dedication and hard work as a Town Councillor.

**MLA DOUG
GRIFFITHS –
SEPTEMBER 20
COUNCIL MTG.**

Town of Killam would like to invite MLA Doug Griffiths to attend their Council Meeting on September 20, 2007.

**SMALL
BUSINESS
APPRECIATION
NIGHT**

Clr. Krys and Clr. Eskra will meet and provide Council with a short list of nominations for the small business awards. Council will make their decision on the winners at the next council meeting. A copy of the guidelines and last year's winners are attached hereto and form a part of these minutes.

**LEWIS
PROPERTY SALE**
186.08.16.07

MOVED by Clr. Eskra that the Town of Killam send a letter to the new property owners and their contractor stating that the Town of Killam supports their request to rezone the property as Residential (R1).

**BYLAW 780 –
AMENDMENT TO
LAND-USE
BYLAW**

BYLAW 780 – AMENDMENT TO LAND-USE BYLAW

A bylaw of the Town of Killam in the Province of Alberta for the purpose of amending the Town of Killam Land Use Bylaw No. 736.

To Amend Schedule “A” Land Use Map, to change the land use designation of Block Plan 477CL, Lot Pt. 1 as shown on the map attached, is reclassified from Mobile Home Subdivision/Park (R2) to Residential District (R1).

**1st READING
BYLAW 780
187.08.16.07**

MOVED by Clr. Kryss that Bylaw #780, receives first reading.

CARRIED

**PUBLIC
HEARING
188.08.16.07**

MOVED by Clr Gay to hold a Public Hearing on September 20th, 2007 at 6:30 p.m. in the Town of Killam Council Chambers.

CARRIED

Scott Walker, Recreation Director entered the meeting at 7:30 p.m.

DELEGATION

**SCOTT WALKER,
RECREATION
DIRECTOR**

Scott Walker, Town of Killam Recreation Director gave an update on the Killam Agriplex happenings. A copy of his report is attached hereto and forms a part of these minutes. In addition to his written report, the following was communicated:

- Staffing numbers are the best they have been in a long time
- Bill Laird and Josh Fox have been hired to help Steve Haughland in the Arena over the winter
- Swimming Pool received an award for the staff accumulating the most amount of course in Alberta
- Jordac will be installing a fan under the hot tub, a water softener in the pool area and an exhaust system in the concession
- Sound baffles have been put up in the pool area
- Turtle Park will receive its upgrades on September 17th and the park will be re-named Lions Park
- \$1,200 profit was made at the slo-pitch tournament. Scott along with the Rec Board will decide where this money will be utilized

Scott Walker, Recreation Director exited the meeting at 7:45 p.m.

**GAS SERVICING
INDUSTRIAL
SUBDIVISION
189.08.16.07**

A Request for Decision regarding servicing NE Industrial Subdivision with gas is attached hereto and forms a part of these minutes.

MOVED by Clr. Gay to install a minimum of 175 m of gas line to get the gas up to the West End of the Seville property. The cost for 2” plastic pipe installed in \$7.50 per meter for a total cost of approximately \$1,312.50. The rest of the area will be addressed once the area structure plan is complete and approved by Alberta Transportation for development.

CARRIED

**KILLAM
ESTATES
REQUEST**

A copy of the letter received from the Killam Estates Condo Association is attached hereto and forms a part of these minutes. They are requesting that a street light be installed on the west side of their building.

Council asked that administration send a letter letting them know they will be added as a priority location; however there are other requests for street lights that must be attended to first.

Council requested that Public Works drive around in the evening and take note of any dark areas of town that may require street lights in order to budget for them in the future.

**ELECTRIC
DISTRIBUTION
FRANCHISE FEE
190.08.16.07**

A Request for Decision regarding the 2008 electric distribution franchise fee is attached hereto and forms a part of these minutes.

MOVED by Clr. Eskra that the Town of Killam keep the same rate as most previous years in the amount of 5%. CARRIED

**MUNICIPAL
SUSTNABLT.Y.
INITIATIVE
WORKSHOP**

Mayor James and CAO Ramberg attended the workshop on August 16, 2007 in Edmonton. The initiative is a 10 year program and the Minister is looking for feedback, ideas and guidance for years 2-10. An information email is attached hereto and forms a part of these minutes.

Mayor James will be sending a response and if Council has any recommendations they are asked to let Mayor James know before Sunday night.

Once CAO Ramberg receives the guidelines for year 1, she will bring her recommendations and suggestions to Council on how to use the funds.

CORRESPONDENCE

The correspondence items as listed below were accepted by Council for information:

1. **Flagstaff County – Update on Regional Emergency Services Coordinator Position**– Four candidates have been selected for interviews and they will take place on August 10, 2007.
2. **Battle River Credit Union – Line of Credit Renewal**– The existing Line of Credit has been approved. There is an application and offer to finance letter to be approved. The Battle River Credit Union would like to thank us for our business.
3. **AMSC Insurance Services Ltd. – Emerald Award**– Town of Killam has demonstrated outstanding environmental leadership by opting into the AMSC Program which helps reduce harmful greenhouse gas emission by replacing 20% of the traditional CO2 emitting fuels with Green Power. AMSC is pleased to present the town with a Renewable Energy Certificate.
4. **Alberta Municipal Affairs & Housing – Municipal Internship Program for Administrators**– There were 15 interns in 2007 and the program is growing

steadily. Town of Killam is invited to be a part of the program by applying to host an intern starting May 2008. 15 municipalities or municipal partnerships will be selected to host an intern for a 12-month period.

Council requested that administration pursue the internship program.

5. **Battle River Wainwright Constituency – Alberta’s Budget**– An email from MLA Griffiths requesting Town of Killam complete the survey on Alberta’s Budget requesting the need for funds to repair Highway 13.
6. **Killam & District Business Development Association – Response to our letter dated June 14, 2007**–
 - a) Killam Regional Economic Development Initiative envisions partnering with these potential stakeholders: Town of Killam, Killam Chamber of Commerce, BRAV-C, Nova Green, Adult Learning/Lakeland College, KDBDA, Flagstaff Waste Management, Flagstaff County. The commencement date is unknown because the signed contract has not been received.
 - b) They also responded to the request to offer support for the Seville Proposal. Patty Seville contacted them after the Public Hearing asking for support.
 - c) Council has representatives on KDBDA. When KDBDA was originally formed it was independent of council. Making KDBDA an arm of council would mean hiring an economic development officer and the town could not afford that. One of KDBDA’s mandates is to lobby all levels of government in order to provide economic development in the area. The members are both urban and rural. KDBDA has always intended to act as an organization that would offer support for projects like the one proposed by the Seville’s.
 - d) Council is invited to attend the Annual General Meeting in December. This would be an excellent opportunity to discuss with the association members the proposed Memorandum of Agreement.
The letter, minutes from the KDBDA organizational Meeting and letters of support as well as documentation from an ethanol meeting that was the catalyst for the formation of KDBDA are available for council members wish to have a copy.
7. **Community Futures East Central Alberta – Financial Statements**– A copy of the Financial Statement for fiscal year ending March 31, 2007 is available for Council upon request. Also a copy of the 2005-2006 Community Futures Pan West annual report is available upon request.
8. **Battle River Alliance for Economic Development (BRAED) – Regional Community Investment Attraction Strategy**– A letter encouraging every member municipality to complete a survey to ensure its “Open for Business”. In the near future BRAED will deliver some attraction introductions to brief councils and provide each municipality with the template to assess how prepared each community is to answer a potential investor’s questions. Once the results are gathered BRAED will hold 3 Business and Investment Attraction Seminars in the region. If Town of Killam is willing to host either an introductory meeting or training session in August or September, contact Leila at BRAED.

ACAO Borgel will contract Leila and ask if the Town of Killam could be of assistance

to her.

9. **Veteran’s Memorial Highway Association – Annual General Meeting**– The Annual General Meeting will be held in Hanna. September 6th will be Golf and Barbecue and September 7th is the Annual General Meeting. The golf will include several MLAs followed by an opening ceremonies and informal BBQ. Registration date is August 21, 2007 and the cost per delegate for everything is \$92.75.

Clr. Gay and Mayor James will try to attend the Annual General Meeting.

10. **Town of Viking – Grand Opening of Carena August 18th**– This letter thanks the Killam Minor Hockey Association for allowing Viking’s youth to carry on and improve their hockey skills over the past couple of years. Their ice will be in September 2007. They are hosting a grand opening on August 18, 2007. There will be activities in the Carena and in the parking lot during the day with opening ceremonies starting at 2 p.m. in the bleachers and on the ice surface. They extend an invitation to the Killam Council and staff to attend and celebrate with them.

Clr. Eskra, Clr. Krys, Clr. Gay, Scott Walker and CAO Ramberg will be attending the festivities on behalf of the Town of Killam.

11. **Killam Seniors – Thank You**– A thank you card was received from the Killam Seniors for the loading/unloading sign and also for the steps at the recycling site. They would like to have access to the bins 7 days a week and would like to request more cardboard recycling bins.
12. **Ab. Minister of Municipal Affairs & Housing** – A letter advising of the amendments to the Disaster Services Act which includes summer villages being added as local authorities and the establishment of the Alberta Emergency Management Agency (AEMA), which combines the offices of the Fire Commissioner and Emergency Management Alberta.
13. **6th Annual Creative City Network of Canada Conference**
Conference to be held in Edmonton at Sutton Place Hotel October 10 – 13, 2007
14. **Former East Central Board Members**
A letter expressing the perspective of the former board with respect to the St. Joseph’s Hospital in Vegreville problems and the resulting resignation or dismissal of our board.

“The former board strongly believes, as health care advocates within our region, that the Minister should do the following;

1. By legislation removing the uncertainty of roles and responsibilities existing under the master agreement and give clear authority to the Regional Health Authorities for the provision of all health services. (Faith based organizations could still allow input as to ethical matters within the facilities which they have previously operated)
2. The Minister should immediately thereafter, either appoint or have elected, a

new Board to govern the provision of health services within our region.

3. Insure that all Regional Health Authorities have clear authority to provide and monitor health care services to meet the respective needs within their region. Bigger isn't always better."

Council is encouraged to contact our MLA on this issue to keep needed health care services safe and accessible within our region.

(Copy of this letter is available at the town office upon request.)

15. **FCM**

A letter from FCM advising that new rules restrict federal employees to run for and hold municipal office.

16. **AUMA**

Draft report August 7th for review. Any amendments or suggestions should be received by AUMA by August 20th for presentation to their board on August 23, 2007. (Copy available at the office upon request)

17. **ALBERTA MUNICIPAL AFFAIRS**

A letter advising that the program guidelines for funding under the Municipal Sustainability Initiative Program will be out shortly to the CAO's.

18. **WILLIAM HALLUM – KILLAM PRESBYTERIAN CHURCH**

A letter requesting specific information with regard to the water break March 1, 2007.

Council requested that PW Foreman, Dean Berrecloth meet with William Hallum and Steve Haughland at the Presbyterian Church and explain how the water meters work. As well explain that if there was still a leak in the area where the previous leak was, it would not be recorded by the water meter. If consumption seems high and Mr. Hallum believes it is because of a leak, the leak would be inside the building.

Prior to the meeting, Council would like PW Foreman, Dean Berrecloth to do another reading of the water meter to see if consumption is still higher than normal.

COUNCIL COMMITTEE REPORTS

CLR. SPILLER

COUNCILLOR SPILLER

1. UFA Request for Emergency Operations Centre: Bruce Bovencamp asked if the Town of Killam would allow him to use our Emergency Operations Centre (EOC) room as an alternate place in the event of an emergency.

Council felt that this would cause more chaos in the Town's EOC as the town would probably have an emergency at the same time.

Administration will send a letter to Mr. Bovencamp recommending that he try the Multi-Purpose Room, Chevraux's Meeting Room or the Killam Legion at alternate places.

CLR. ESKRA

CLR. ESKRA

1. Library Report – a copy of the report is attached hereto and forms a part of these minutes.

191.08.16.07

MOVED by Clr. Eskra that the Town of Killam accept the Library Board's recommendation to hire Mrs. Andrea Klassen as the new town librarian. CARRIED

2. Killam and District Business Development Association (KDBDA) Meeting – A copy of the reports is attached hereto and forms a part of these minutes. In addition to the written report:
 - The members of the new Killam Rural Economic Development Initiative Committee are: Brent Hoyland, Darcy Eskra, Bill Gibb, Dan Fee, Mike Kueber, Sharleen Chevraux and Doug Munro
 - The committee would like to use the town's engineers. They shall give us notice when they need the engineers and the town will let them know when the engineers will be in the area in case the committee would like to meet with them at the same time.

CLR. KRYS

COUNCILLOR KRYS

1. Flagstaff Regional Housing:
 - Talking about updating Flagstaff Lodge as they are having a hard time filling vacancies. The rooms are small and they do not have their own washrooms.
 - Have purchased new air conditioner and air exhaust system
 - In the process of getting a quote for 2 generators – one for Forestburg and one for Sedgewick
2. Flagstaff Regional Solid Waste Management:
 - Currently only sending invoices every three months and this is causing some cash flow problems
 - Town of Killam council feels that invoices should be sent monthly and outstanding accounts should be charged interest monthly
 - Condition of Hwy 13 is causing damage to the equipment
 - Having some problems with phials in the run-off ponds
 - \$70,000 down on the new Cat
 - Monies are being put aside for the possibility of post-closure which could cost up to \$1,000,000.
 - All meat disposals have to be wrapped in paper

COMMITTEE REPORTS

ACTION ITEM LIST

A copy of the action item list is attached hereto and forms a part of these minutes.

CAO REPORT

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

The deadline for the request for proposals for auditing services was August 3, 2007. The Town of Killam did not receive any positive proposals. Chapman Campbell stated they may be interested in beginning audit services next year as other contracts they currently have will be expiring.

CAO Ramberg will be contacting Thompson Zettel to see if they would do our audit for one more year. She will also be inquiring as to whether they will do a preliminary audit in October.

ACAO REPORT

A copy of the Assistant CAO Report is attached hereto and forms a part of these minutes.

The Carillion sale is at a stand still. Council asked that administration contact the County to see if surveys and buildings have been completed.

PW REPORT

A copy of the PW Report is attached hereto and forms a part of these minutes.

Council requested administration to contact Flagstaff Waste Management and ask them to find a different location to transfer their waste from the garbage truck (other than 58th Street).

Mayor James asked Council to prepare concise reports on the committees they sit on. These reports should be 1-2 page reports regarding history, issues, positions, conflicts, suggestions or directions that could be passed on to the new council. Council shall have them to CAO Ramberg before the end of September.

A final review of the action plan will be added to the September 20, 2007 Council Meeting.

ADJOURNMENT

MOVED by Clr. Eskra to adjourn at 9:15 pm.

CARRIED

Mayor

Chief Administrative Officer