

Minutes of the Regular Meeting of Council of the Town of Killam, held in the Council Chambers of the Town Office, Killam, Alberta, on Wednesday, December 17 2008 commencing at 6:00pm.

PRESENT

Bud James	Mayor
Darcy Eskra	Councillor
Diane Gordon	Councillor
Rick Krys	Councillor
Allen Freadrich	Councillor
Les Fee	Councillor
Stacey Adolf	Councillor
Kim Borgel	Chief Administrative Officer
Darlene Gotobed	Recording Secretary

CALL TO ORDER

Mayor James called the meeting to order at 6:15pm.

AGENDA

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

CARRIED

**MTG MINUTES
NOV. 20, 2008**

MOVED by Clr. Gordon to accept the minutes as presented.

CARRIED

**SPECIAL MTG
MINUTES
DEC. 4, 2008**

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

CARRIED

DELEGATION

**PUBLIC WRKS
D. BERRECLOTH**

Mr. Berrecloth was in attendance as Council meeting was called to order.

UNFINISHED BUSINESS

**52ND AVENUE
ROAD
BUILDING**

Mr. Berrecloth confirmed with Council that consultation with Flagstaff County regarding the construction of the road has been done. The County has agreed to do the work for an estimated cost of \$10, 000.

**ROAD ASSMT
PLAN**

A draft copy of the assessment plan is hereto attached and forms a part of the minutes.

Clr. Gordon exited Chambers briefly at 6:28pm, re-entering shortly thereafter.

211.12.17.08

MOVED by Clr. Eskra to accept the Road Assessment Plan, as prepared by Clifton Associates Ltd., as presented at this December 17, 2008 meeting.

CARRIED

In addition to this topic, Mr. Berrecloth reviewed with Council the suggestion made by Mr. Dankowich of Clifton Associates, that prior to work beginning on the reconditioning and reconstructing of roads within Killam as per the assessment plan, a study outlining the stormwater system is be advised. This would help to more accurately determine the scope of work that is required and would save funds in the long term by preventative / preplanning what specifically is needed.

Clr. Fee exited Chambers at 6:30pm, re-entering again at 6:31pm, while discussion continued regarding construction that is required on 57th Street.

**COUNTY AIDE
RD. CONSTRUCTION**
212.12.17.08

MOVED by Clr. Freadrich to approach Flagstaff County to assist in the funding that will be required to rehabilitate 57th Street, which is also designated as a Truck Route path, and therefore hosts a large number of trucks.

CARRIED

**57TH ST. ROAD
CONSTRUCTION**
213.12.17.08

MOVED by Clr. Gordon to proceed with the upgrade of 57th Street that has been recommended by the Road Plan Assessment, for the 2009 construction season.

CARRIED

**EOC ROOM
GENERATOR**

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

CAO Borgel will reinvestigate the requirements for the EOC room generator, and gather details for an upcoming Council meeting.

**GAUME LOT
DEVELOPMENT**

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

Due to the costs related to the development of the 5 single lots in the Guame subdivision, Council has elected to delay the project until a future date.

Mr. Berrecloth exited Council Chambers as requested by Mayor James prior to the in camera session.

**PROPERTY
APPRAISAL
IN CAMERA
6:38PM
OUT OF CAMERA
6:39PM**
214.12.17.08

MOVED by Clr. Krys to go in camera at 6:38pm.

MOVED by Clr. Adolf to come out of camera at 6:39pm.

MOVED by Clr. Freadrich to resubmit the proposed offer for the Setter property in the amount of \$240,000 as offered initially at the beginning of negotiations. **CARRIED**

Mr. Berrecloth re-entered Council Chambers at 6:40pm.

**MUNICIPAL
SUSTAINABIL-
ITY PLAN**
215.12.17.08

A copy of the Municipal Sustainability Plan is hereto attached and forms a part of the minutes.

MOVED by Clr. Krys to accept the Municipal Sustainability Plan as prepared by Austrom Consulting as presented. **CARRIED**

**STREET
LIGHTING
IMPROVE-
MENTS**

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

Mr. Berrecloth reviewed the street lighting deficiencies within Town limits with Council. Various options were discussed.

216.12.17.08

MOVED by Clr. Krys to accept recommendation and implement a street light replacement and improvement plan by setting aside \$20,000 per year to the capital budget for this purpose. **CARRIED**

**TOWN OFFICE
RENOVATIONS**
217.12.17.08

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

MOVED by Clr. Freadrich to accept recommendation and accept tender from KD Contracting in the amount of \$3130.05 for the purpose of soundproofing the two offices held by the CAO and Assistant. **CARRIED**

NEW BUSINESS

DIVISION OF LOTS

Discussion was focused on the request to consider allowing the division of three lots into two larger lots located in the Gaume Subdivision.

218.12.17.08

MOVED by Clr. Fee to allow for the division of these lots, original size of which is 65'x120', that would require a residence to be located on the lot that is no smaller than 2400 square feet and still maintains compliance with the Land Use Bylaw regarding maximum lot coverage and appropriate setbacks; "residence" is to be defined as the dwelling alone, or in combination with dwelling and garage. **CARRIED**

PROCEDURAL BYLAW 789 1ST READING

A copy of Bylaw 789 is hereto attached and forms a part of the minutes.

219.12.17.08

MOVED by Clr. Gordon to accept first reading of Procedural Bylaw 789. **CARRIED**

Further reading has been deferred until January 2009 Council meeting.

2009 SALARY GRID

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

220.12.17.08

MOVED by Clr. Eskra to accept recommendation and adopt the presented 2009 Salary Grid as of January 1, 2009, which includes a 2.5% COLA increase; the CAO will determine where each employee will be placed on the grid according to the 2009 Payroll Budget. **CARRIED**

GAS REBATE EXTENSION LETTER

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

221.12.17.08

MOVED by Clr. Adolf to have Administration submit a letter to our local MLA, as suggested by the Sedgewick Killam Natural Gas Systems board, requesting that the Natural Gas Rebate program be extended past the current date of March 31, 2009. **CARRIED**

Mr. Berrecloth exited Council Chambers and left the meeting at 7:19pm.

RD WRKS & STRM WATER SURVEY

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

Clr. Eskra exited Council Chambers briefly during discussion of this issue at 7:19pm, re-entering at 7:20pm.

ROAD WORKS & STORM WATER SURVEY

MOVED by Clr. Gordon to accept recommendation from Clifton Associates Ltd., in which a detailed survey of 57th Street and 50th Street be conducted, in conjunction with a less detailed survey of the remainder of the Town, prior to progressing with road and storm water upgrades, for an approximate cost of \$21000 to \$37000 (excluding GST); in addition, funding for this project is to be applied through AMIP, with attention being paid to the timing of the survey determining possible extra cost due to weather conditions. **CARRIED**

GENERAL ACCOUNT OVERDRAFT

MOVED by Clr. Krys to resubmit with the Battle River Credit Union the overdraft protection contract that was previously in place, in the amount of \$100,000. **CARRIED**

223.12.17.08

**2009
NETWORKING
EVENT**

CAO Borgel will consult with others in the area requesting feedback on both hosting and speakers or topics that would be of interest. Council will review the results in January.

**FLAGSTAFF
COUNTY MTG
REVIEW
224.12.17.08
FEASABILITY
FUNDING**

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

MOVED by Clr. Gordon to follow recommendation, forwarding a letter on the Towns' behalf, requesting Flagstaff County to fund the "Garbage to Power" feasibility study, indicating the Town of Killam is unbiased in the matter of either being considered as a partner or not for this project. **CARRIED**

**225.12.17.08
RECYCLING
PROJECT**

MOVED by Clr. Krys to request Flagstaff County fund a leading edge recycling centre (capital and operating) using the Town of Killam as the pilot location. The Town of Killam can offer to supply the land for the project location. **CARRIED**

**INTER-
MUNICIPAL
DEVELOP-
MENT PLAN
226.12.17.08**

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

MOVED by Clr. Eskra to continue with the services of Austrom Consulting, for the duration to complete the Inter-municipal Development Plan, the first draft of which has been presented. **CARRIED**

**2009
MUNICIPAL
AUDITOR
227.12.17.08**

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

MOVED by Clr. Eskra to accept recommendation and have the Town of Killam contract Lionel Lacombe as the Town Auditor for a three year term at the cost of \$15, 000 per year, including all subsistence; an additional \$850 plus GST will be required for the Gas Rebate audit. **CARRIED**

**BOARD ADMIN
REQUISITIONS
228.12.17.08**

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

MOVED by Clr. Gordon to follow recommendation and have the Town of Killam Council increase the board requisition amounts as follows beginning January 1, 2009:

SKNGS	\$4000 per year
Airport	\$2500 per year
Library	\$1500 per year
Recreation	\$6000 per year
Cemetery	\$1000 per year

CARRIED

**ICE PLANT
CONDENSOR
229.12.17.08**

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

MOVED by Clr. Gordon to proceed with recommendation and have the Town of Killam purchase an evaporative condenser from Startec for the ice plant in the arena, and have them replace the existing one for a quoted price of \$38 000 plus GST. This will be funded through the 2008 MSI Capital funding, with the project to be completed in the spring of 2009. **CARRIED**

**P.W. STAND BY
PAYMENT
230.12.17.08**

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

MOVED by Clr. Krys to accept the recommendation and have the Town of Killam change their current Employee Policy #9.3.1 Standby Rate to read: "*The Public Works Standby Rate is \$150 per week with overtime pay rate per hour added if a call in is required.*" **CARRIED**

**FLAGSTAFF
WASTE 2009
BUDGET
231.12.17.08**

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

MOVED by Clr Gordon to approve the proposed 2009 Flagstaff Waste Management budget as presented. **CARRIED**

Clr. Krys advised that the non-residential rates were again going to be changing in 2009, so adjustments from the Town would also be necessary on future utility bills.

**AUDIT
INVOICE 2007
232.12.17.08
Thompson and
Zettel Invoice**

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

MOVED by Clr. Krys to pay the additional amount of the Thompson and Zettel invoice for the completion of the 2007 Town of Killam Financial audit, totaling \$23, 997.75 (GST included), over budget in the amount of \$10552.75 which is to be taken from reserves as needed. **CARRIED**

**233.12.17.08
Civic Solutions
Letter**

MOVED by Clr. Gordon to submit a letter to Civic Solutions, who were contracted earlier during 2008 and assisted in the preparation of the 2007 Town of Killam financial audit, in the additional costs that were incurred by the Town due to further time spent by the auditor in gathering and re-evaluating supplied data. **CARRIED**

CORRESPONDENCE

1. **Growing Rural Tourism Inspire and Innovate** is the agenda for the April 6-8 Rural Tourism Conference. **FILED**
2. **Trail of the Buffalo Tourism Association** is offering memberships for 2009 \$850 for municipalities with populations above 500. **FILED**
3. a) **Parkland Regional Library** will be cease billing for internet connectivity in January 2009. **FILED**
b) **November 2008 Parkland Regional Library** report (Report Attached)
4. Rural Alberta's Development Fund updates and outcomes webpage. Visit www.ruralalbertasfund.com for additional links and information.
5. **AUMA** is releasing the *Municipal Spending in Alberta* toolkit. **FILED**
6. **Brownlee Emerging Trends in Municipal Law** seminar February 12, 2009 in Edmonton and February 5, 2009 in Calgary. **FILED**
7. **Austrom Consulting** summary of projects upcoming and near completion done for the Town of Killam. **FILED**
8. **Off Highway Vehicle Bylaw** resident letter suggesting proposed changes. **FILED**

Mayor James will review the matter of snow blades being used by residents owning quads with the local RCMP and return with information for the January 2009 meetings.

9. **Clifton Associates** letter regarding reconciliation of Water Treatment Plant upgrade. **FILED**
10. **Lt. Government** for Active Communities Award. **FILED**

Council is to return for the January 2009 with nominations for this award.

11. **Employee Retention for Small Communities Package**, costs start at under \$1000.

FILED

- 12. **Alberta Permit Pro** had their accreditation suspended temporarily, correspondence is attached regarding the misunderstanding with Safety Codes Council administration. FILED
- 13. **Building Sustainable Communities** convention is being held in Kelowna BC, February 24-26, 2009, sponsored by Fresh Outlook Foundation. FILED
- 14. **The Safe Communities Innovation Fund** is being offered for community-based pilot projects and community-police partnership pilot projects. Deadline for application is January 30, 2009. FILED
- 15. **FCM “Call to Action”** requesting assistance in voicing the importance of economic stimulus and plans to carry these projects out. FILED

CAO Borgel and Mayor James will gather information regarding projects that may apply to the criteria for this request and submit.

- 16. **Partnering for Success Conference** is being held in Whistler June 5 – 8, 2009. FILED
- 17. **2009 Global Youth Assembly** is being held in Edmonton July 30 – August 2, 2009. FILED
- 18. **Joanne Steward** is doing an evaluation of the **Flagstaff Community Resource Officer Program** on behalf of Flagstaff FIRST Board. Responses will be reviewed during the second week of January 2009. FILED
- 19. **Thompson and Zettel** letter regarding audit review findings. FILED

**RECESSED
8:40PM – 8:50PM**

Mayor James requested a brief recess at 8:40pm, before once again proceeding at 8:50pm.

COUNCIL COMMITTEE REPORTS

Mayor James

A copy of the reports are hereto attached and form a part of the minutes.

FIP Meeting Highlights and Recommendations

234.12.17.08

MOVED by Clr. Eskra to follow recommendation and remove the FIP Administrative position from the Town of Killam.

CARRIED

Mayor James requested ideas that would be applicable to the Rural Community Grant funding program. Regional Assessor, regional planner / development officer, paving reclamation equipment and high speed internet access to the region were some suggestions received.

CLR. ESKRA

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

KDBDA

Council has asked for an update regarding the Memorandum of Understanding and where it currently rests.

COMMITTEE REPORTS

ACTION LIST

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

CAO REPORT

A copy of the 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. Gordon requested that Public Works please clean the snow for the approach way at the Food Bank. Mayor James also forwarded an inquiry as to why the gate was off of the grader.

**RECREATION
REPORT**

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

Clr. Freadrich recommended the heater cores be acidized prior to doing replacement work to see if this is a simple repair.

Advertizing on the zamboni was also discussed and various approaches to fairly host business sponsorship

ADJOURNMNT

The meeting was adjourned at 9:40pm.

CARRIED

Mayor

Chief Administrative Officer