

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, May 21, 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 7:04pm. Clr. Eskra was not present at this time.

**AGENDA**

**MOVED** by Clr. Krys to accept the agenda with the following additions:

**New Business**

- 11. Parking at Bus Barn
- 12. Yield sign at 51<sup>st</sup> Street and 49<sup>th</sup> Avenue

**Council Committee**

***Clr. Fee***

- 1. FFCS Report

***Clr. Adolf***

- 1. Library Report

**CARRIED**

**DELEGATION**

**REC DIRECTOR  
J.J. STRAKER**

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

With the announcement of the newly released RInC Grant offered by the Federal Government, Mr. Straker requested that Council review the proposed upgrades to the Killam Agriplex. This grant is available for upgrades and repairs to local hockey rinks, swimming pools, sport fields and other recreational sites. With Council's approval and a few optional recommendations, Mr. Straker will be submitting application for the project by the May 29, 2009 initial deadline for this grant.

**RInC PROGRAM  
114.05.21.09**

**MOVED** by Clr. Krys to support the proposed renovations for the Killam Agriplex, as per attached map, to be carried out in conjunction with application for funding to be provided, in part, by the newly announced Recreational Infrastructure Canada (RInC) program offered by the Federal Government. **CARRIED**

**REC DIRECTOR  
REPORT**

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

Discussion arose regarding the operating condition of the zamboni.

**ZAMBONI  
115.05.21.09**

**MOVED** by Clr. Freadrich to have the zamboni taken to Dennis Busse, to be sandblasted and have him evaluate the condition of the frame at that time.

3 In Favor 3 Opposed  
**MOTION DEFEATED**

**ZAMBONI (CONT)**  
116.05.21.09

**MOVED** by Clr. Kryss to have Public Works deliver the zamboni to a specialized dealership in Edmonton for inspection, upon the results of that assessment, further action will be determined as is required. **CARRIED**

*Mr. Straker exited Council Chambers at 7:42pm.*

**MEETING MINUTES**

**MTG MINUTES**  
**MAY 7, 2009**

**MOVED** by Clr. Gordon to accept the minutes of the May 7, 2009 regular council meeting with the correction of two spelling errors. **CARRIED**

**UNFINISHED BUSINESS**

**MAIN STREET**  
**SEWER LINES**

An update regarding the progress of the evaluation of the underground sewer lines on Killam’s Main Street was given by CAO Borgel. Videoing will commence on Monday, May 25 to determine the condition of the pipes and whether a replacement project will be required.

**KILLAM ADULT**  
**HOUSING**

A copy of the report is hereto attached and forms a part of the minutes.  
Clr. Gordon began updating council on the current status of the Adult Housing Committee. Should the committee want to continue their society status, financials will need to be done.

**CLR ESKRA ENTERS**

*Clr. Eskra entered Council Chambers while Clr. Gordon was reviewing her report at 7:46pm.*

**ADULT HOUSING**  
**CONTINUED**

After discussion, it was decided that the remaining members of the Adult Housing Committee should hold a meeting and determine what the future of this group holds, if there is a current interest and if a need for this committee still remains within Killam.  
Administration will contact the list of community members who were active with the committee, in addition to those who have recently shown interest, and organize a meeting for Wednesday, May 27, 2009 at 7:00pm at the Council Chambers.

**NEW BUSINESS**

**POLICY MANUAL**  
**UPDATES**

A copy of the Town of Killam Policies, Section 6, are attached hereto and form a part of the minutes.

117.05.21.09

**MOVED** by Clr. Gordon to adopt the Policies for the Town of Killam as listed in Section 6 Human Resources, with the following amendments:

**Employee Evaluation and Recognition**

POLICY #6.1.2.5

**#6.1.2.5** Flowers for Staff Farewell \$20.00 to be omitted.

**Training and Development**

POLICY #6.2.1

**#6.2.1** “Employees are encouraged to attain any pertinent training or professional development course, seminar or conference, as approved by the CAO.”

**Probation Period**

POLICY #6.4.4

**#6.4.4** “However, the probationary period should only exceed six (6) months under exceptional circumstances.”

**Overtime / Standby Policy**

POLICY #6.5.1

**#6.5.1** “Town of Killam provides for an employee to take *time* off in lieu of banked

time/overtime by the end of December of the applicable year.”

POLICY #6.7.a)

**Sick Leave**

**#6.7.a)** “Full-time, permanent employees can accumulate a total of ~~42~~ .83 days sick leave per pay period....”

POLICY #6.7.h)

**#6.7.h)** “...If the employee fails to *seek and* accept response to treatment, and as a result work performance deteriorates,...”

POLICY #6.8

**Compassionate Leave**

**# 6.8 Policy Statement:** To establish how and when compassionate leave is granted to employees. ~~when members of their family have fallen gravely ill or have died.~~

Clr. Eskra exited Council Chambers at 8:20pm, re-entering a 8:23pm

**POLICY MANUAL  
UPDATES (cont)**

**Discipline, Suspension & Dismissal**

*Addition of:*

POLICY #6.12.18

**#6.12.18** Personal gain accepted during working hours

**CARRIED**

Administration was asked to develop and include a policy /procedure for guidance should there be conflict within management.

**BYLAW #794  
2009 TAXATION**

A copy of Bylaw #794 Taxation Bylaw 2009 is hereto attached and forms a part of the minutes.

A bylaw of the Town of Killam in the Province of Alberta to authorize the rates of taxation to be levied against assessable property within the Town of Killam for the 2009 taxation year.

**FIRST READING**

118.05.21.09

**MOVED** by Clr. Adolf to accept first reading of Bylaw 794, Taxation Bylaw 2009.

**CARRIED**

**SECOND READING**

119.05.21.09

**MOVED** by Clr. Gordon to accept second reading of Bylaw 794, Taxation Bylaw 2009.

**CARRIED**

**SUBMIT FOR THIRD  
READING**

120.05.21.09

**MOVED** by Clr. Eskra to submit Bylaw 794, Taxation Bylaw 2009 for third and final reading.

**CARRIED**

**THIRD READING**

121.05.21.09

**MOVED** by Clr. Krysa to accept third and final reading for Bylaw 794, Taxation Bylaw 2009.

**CARRIED**

**RESIDENTIAL  
SUBDIVISION**

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

After reviewing the options proposed by Select Engineering for lot development, Option #2 was favored, with a variation of lot sizes requested. Administration is to forward this information back to Select and prepare a RFD for an upcoming council meeting, including updated details and the recommended building phases.

**BYLAW #795  
REZONING  
PLAN RN97 BLK 4  
LOT 24**

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

Being a bylaw of the Town of Killam, in the Province of Alberta, for the purpose of amending the Town of Killam Land Use Bylaw #791, pertaining to Plan RN97 Block 4 Lot 24.

122.05.21.09

**MOVED** by Clr. Eskra to accept first reading of Bylaw 795, amendment to Bylaw 791.

**CARRIED**

**BYLAW #795**  
(CONT)  
123.05.21.09

**MOVED** by Clr. Kryz to hold a Public Hearing on Thursday, June 4, 2009 7:00pm in Town of Killam Council Chambers regarding proposed Bylaw 795. **CARRIED**

**GAS METER  
INVOICE**

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

*Clr. Adolf claimed precuniary interest and exited Council Chambers at 8:50pm.*

124.05.21.09

**MOVED** by Clr. Kryz to have the invoice to the resident of Plan RN97, Block 4, Lot 14-15 reversed and the Town of Killam will cover the costs of the relocation with funds from Reserves. **CARRIED**

*Clr. Adolf returned to council proceedings at 8:56pm.*

**BULK WATER  
STATION**  
125.05.21.09

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

**MOVED** by Clr. Gordon to relocate the proposed Bulk Water Fill Station within the Town of Killam's right-of-way on the property south and slightly east of 4201 -51A Avenue, whereby the necessary access to water, sewer and power lines are available, upon providing confirmation that there would be adequate room to accommodate larger vehicles on this site. **CARRIED**

**REDUCED EI  
STAFF PROGRAM**  
126.05.21.09

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

**MOVED** by Clr. Freadrich to grant each full time, permanent employee a yearly allowance of \$75 to be used toward the purchase of Town of Killam memorabilia; this is to be retroactive to 2008, which is to be applied to the overage of the expenditures made by Town employees under the misinterpretation of the actual amount refundable by the Reduced EI program. **CARRIED**

**REGIONAL  
EMERGENCY  
SERVICES  
COORDINATOR**

Following discussion regarding the future role of the Regional Emergency Services Coordinator, it was determined the subject would be taken to the upcoming FIP meeting. This subject will be re-addressed and brought forward on the agenda for the June 4, 2009 Council Meeting.

**FIP  
ADMINISTRATION**

The progress of the recently created FIP Administrative position will be reviewed at the upcoming FIP meeting.

**CAMPGROUND  
CAMPSITES**

With recent concerns generated by dry conditions throughout Flagstaff County, the use of fire pits within Centennial Campground was discussed.

Administration will prepare a list of rules and responsibilities that must be followed by the users of the fire pits. This list will then be posted at the registration booth upon entrance of the campground. Fire Chief Cyril Lindseth will also be asked to inspect the fire pits and ensure that proper grates and other standards are being met at both Centennial and Lagoon Beach Campgrounds.

**BUS BARN  
PARKING**

Concerns were voiced to Clr. Gordon regarding the space that was available in front of the Town of Killam Bus Barn for maneuvering the buses while trying to park them. Observation will be made to determine if painting additional curbage will aid in resolving the driver issues.

*Clr. Eskra exited Council Chambers at 9:36pm, re-entering again at 9:38pm*

**YIELD SIGN  
PLACEMENT**  
127.05.21.09

Council discussion of the intersection resulted in the following motions:

**MOVED** by Clr. Gordon to have the current yield sign, located at the corner of 51<sup>st</sup> Street and 49<sup>th</sup> Avenue, replaced with a stop sign because of poor visibility and the great amount of traffic in that area. **CARRIED**

128.05.21.09

**MOVED** by Clr. Fee to write a letter to Killam Public School encouraging and recommending the implementation of students participating in a traffic patrol program to aid with the congestion of traffic and students within the area of the schools intersections. **CARRIED**

**CORRESPONDENCE**

1. **Battle River Watershed Alliance** will be holding a Municipal Forum on June 5, 2009 in Camrose. RSVP by June 1<sup>st</sup>, no registration fees required to attend. **FILED**
2. **Leon Benoit, M.P.** is introducing a new grant program for Recreational Infrastructure Canada (RInC), immediate project proposals are due by May 29, 2009; additional extension to June 19, 2009 for those not projects not yet developed. **FILED**
3. **Trevor Sorken** letter informing Town that payment of invoice for fire truck repair costs at Canadian Four will be donated back to the Fire Department. **FILED**
4. **Volunteer Alberta Sector Connector** May newsletter. **FILED**
5. **Alberta Environment** is hosting a series of consultation sessions throughout June in discussing options to divert demolition materials from construction projects away from landfill sites. May 25<sup>th</sup> is registration deadline. **FILED**
6. **aamdc ruralroutes** spring newsletter issue. **FILED**
7. **Iron Creek Flying Club** is hosting COPA for Kids on May 30, 2009. **FILED**
8. **R. Saunder Architects Ltd.**, from Edmonton, letter of introduction. **FILED**
9. **AUMA President**, Mayor Lloyd Bertschi, media release and overview of two day meeting with Ottawa MPs. **FILED**
10. **Flagstaff County** notification of termination letter for 911 Call Answer Services from Camrose. **FILED**
11. **West Central Planning Agency** proposed subdivision plans as requested by the Town of Killam. **FILED**
12. **Doug Griffiths Battle River-Wainwright Constituency Golf Event** will be held in Hughenden Friday, June 19<sup>th</sup>. Cost is \$100. **FILED**
13. **Alberta Municipal Affairs** extension granted for 2008 Financial Reports until July 31, 2008. **FILED**

**COUNCIL COMMITTEE REPORTS**

**CLR. KRYS**

**Flagstaff Regional Housing**

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

**CLR. FEE**

**Flagstaff Family and Community Services**

Clr. Fee had no written report prepared but updated Council on the May 13<sup>th</sup> meeting recently attended. Karen Bovencamp has started with FFSC on May 19<sup>th</sup>. Dr. Bruce Perry will be doing another seminar in Killam on October 6 and 7, 2009.

**CLR. FEE (CONT)** County Constables are running a Positive Tickets Program in conjunction with the local RCMP. David Adie will be returning in the fall for another presentation, information will be forthcoming.

**CLR. ADOLF** *Killam Public Library*  
A copy of the report is hereto attached and forms a part of the minutes.

**COMMITTEE REPORTS**

**ACTION ITEMS LIST** A copy of the Action Items List is hereto attached and forms a part of the minutes.  
Seniors Week Tea, to be held Thursday June 4<sup>th</sup> at the Killam Seniors Centre from 1:00-3:00pm. Council members able to attend include Clr. Adolf, Clr. Freadrich, Clr. Gordon and Clr. Krys.

**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.

Council relayed some areas that required attention from the Public Works department to CAO Borgel for follow up.

**RECREATION REPORT** Reviewed earlier in the meeting with Mr. Straker.

**FINANCIAL REPORTS** A copy of the Financial Reconciliations are hereto attached and forms a part of the minutes.

**BOARDS 2009**

- Airport (April)
- Library (April)
- SKNGS (April)

**ADJOURNMNT** The meeting was adjourned at 10:22pm.

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**Mayor**

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**Chief Administrative Officer**