

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 November 20, 2008 commencing at 6:00pm.

PRESENT

Bud James	Mayor
Diane Gordon	Councillor
Rick Krys	Councillor
Allen Freadrich	Councillor
Les Fee	Councillor
Stacey Adolf	Councillor
Kim Borgel	Chief Administrative Officer
Darlene Gotobed	Recording Secretary
Wendy Ramberg	Consultant to the CAO

ABSENT

Clr. Eskra was absent with regret.

CALL TO ORDER

Mayor James called the meeting to order at 6:05pm.

AGENDA

MOVED by Clr. Krys to accept the agenda as presented with the addition of:

New Business

12. January 2009 Council meeting dates.

Council Committee Reports

Clr. Gordon – FFCS meeting update

Clr. Krys – Flagstaff Adult Housing update

CARRIED

DELEGATION

RECREATION SUPERVISOR JJ STRAKER

Mr. JJ Straker was in attendance as the meeting was called to order, to assist in the presentation of the 2009 Operations Recreation Budget.

Issues surrounding the overall cost of operation of the AgriPlex were reviewed and discussed. It was decided that for the next six months, particular attention would be paid to the amount of time that is dedicated to cleaning and janitorial duties, by all departments, as Council feels this aspect has been overlooked and labeled unduly to the Concession expenditures. It was also recommended that Mr. Straker establish a record to include stock inventory, pricing and menu items, to determine the feasibility of the cost / profit status. Clr. Krys will also inform the Recreation Board of the state of operations, and encourage a more supportive approach for the facility from those members.

UNFINISHED BUSINESS

2009 OPERATIONS BUDGET

A copy of the finalized 2009 Operations Budget is attached hereto and forms a part of the minutes.

MOVED by Clr. Krys to accept the 2009 proposed Recreation Budget as presented for the upcoming operational year. **WITHDRAWN**

192.11.20.08

MOVED by Clr. Krys to accept the 2009 Operations Budget as presented, for the Town of Killam, including Administrative, Public Works and Recreation budgets as Administration presented. **CARRIED**

NEW BUSINESS

**2007 TOWN OF
KILLAM
FINANCIAL
REPORT**
193.11.20.08

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

MOVED by Clr. Gordon to accept the 2007 Town of Killam Financial Statements, as prepared by Thompson & Zettel, with notification to include corrections for:

11. SALARY AND BENEFITS DISCLOSURE (page 14)

- Omit Clr. Gordon from the 2006 Totals (not in office) for Allowance in the amount of \$4000
- Addition of Clr. Fee who was present for part of 2007

CARRIED

Mrs. Ramberg exited Council Chambers and Council continued with the regular agenda criteria.

**REGULAR MTG
MINUTES OCT
16, 2008**

MOVED by Clr. Kryz to accept the regular meeting minutes of November 6, 2008 as presented, with the following revisions:

New Business

Page 94 **Purchase Inquiry** –“...based on the appraisal and sells without further advertising;”

Correspondence

Page 96 #15. “Transcanada and Keystone Pipeline Pipeline...”

CARRIED

UNFINISHED BUSINESS

**STREET LIGHT
INVENTORY**

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

This item was deferred to the December 18th, 2008 Council meeting. Administration and Public Works are to map deficient areas and confirm numbers.

**52ND AVE. ROAD
EXTENSION**
194.11.20.08

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

MOVED by Clr. Fee to seek information from the Towns’ engineers regarding recommendations and details of the 52nd Avenue road, to be extended south towards the railroad tracks, including estimated costs for completion of the project, before Council determines assignment of a contractor.

CARRIED

Town of Killam is to enquire if Flagstaff County would be interested and able to schedule this proposed project into their workload.

**FFCS 2009
BUDGET**
195.11.20.08

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

MOVED by Clr. Gordon to accept the amended 2009 FFCS Budget as presented.

CARRIED

**FIRST
IMPRESSIONS
RECOMMEND-
ATIONS**

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

CAO Borgel will divide the recommended improvements into departments, forwarding them to respective supervisors, and then compile these items into an Action List, with estimated cost and funding options and timelines.

Clr. Kryz will forward the comments from the survey regarding poor signage information in relation to the Seniors’ Lodge.

Recommendation for Administration to revisit the current Bylaw of the Town of Killam regarding business signs located along Highway 13 within Town limits.

**GAUME
SUBDIVISION
PHASE 2**

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

Council requested CAO Borgel to further investigate the cost of developing the land presently owned by the Town, allowing for an additional five lots, extending west of the present Gaume subdivision.

NEW BUSINESS

**ANNUAL
BUSINESS
LICENSE FEE
196.11.20.08**

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

MOVED by Clr. Fee that the annual cost of a Business License, to operate within the Town of Killam, should be changed from the current recommendation of \$10.00 to \$20.00 for the upcoming 2009 year. **CARRIED**

Administration has been advised to include notification to Business owners of the benefits, allowing for updated and accurate information being posted on the Town of Killam website; invoicing would also be acceptable.

**SUBDIVISION
PL 9926331 LT5
TAXATION
197.11.20.08**

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

MOVED by Clr. Krys to follow recommendation and have the Town of Killam write off the 2008 tax assessment owing on Plan 9226331, Lot 5, in the amount of \$3787.31. **CARRIED**

**EMPLOYEE
OVERTIME**

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

Clr. Fee exited Council Chambers during this discussion at 8:24pm, re-entering at 8:26pm.

198.11.20.08

MOVED by Clr. Krys to have support staff enter into an overtime agreement, stating that overtime hours can be banked to a maximum of 40 hours in a three month period, at which time they will be paid out at 1.5 times their regular rate of pay. **CARRIED**

**SOUND-
PROOFING
OFFICES
199.11.20.08**

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

MOVED by Clr. Krys to advertise for tenders to soundproof the offices of the CAO and Assistant CAO in the Town Office, to a maximum cost of approximately \$3300. **CARRIED**

**PARKLAND
LIBRARY
SURVEY**

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

Clr. Adolf, member of the Library Board, will review the survey and submit it on behalf of the Town of Killam.

**SIMPLY
SAFETY!
PROGRAM
200.11.20.08**

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

MOVED by Clr. Freadrich, with interest in this program by other municipalities and Flagstaff County, to bring recommendation of the purchase of the "Simply Safety!" Safety Management Program to FIP for funding consideration. **CARRIED**

Mr. Straker exited Council Chambers as requested by Mayor James at 8:32pm.

**EMPLOYEE
ISSUE**

MOVED by Clr. Fee to go in camera at 8:33pm.

IN CAMERA
8:33 PM
RECONVENE
9:12 PM
201.11.20.08

MOVED by Clr. Adolf to reconvene at 9:12pm.

MOVED by Clr. Krys to allow CAO Borgel access to funds in the total sum of \$1500, for the purpose of a one time, extra bonus for office staff and supervisors, to be divided at her discretion. **CARRIED**

RECESSED
9:14PM – 9:20PM

Mayor James requested a brief recess at 9:14pm, before once again proceeding at 9:20pm. Mr. Straker once again joined Council proceedings.

2009 LIBRARY REQUISITION

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

During the 2009 Budget review earlier in the meeting, Clr. Adolf suggested an adjusted amount for the 2009 Requisition submitted by the Library Board, in the amount of \$8000 from the Town of Killam, this was approved within the entirety of the 2009 Operations Budget.

MUNIWARE ADDITIONS
202.11.20.08

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

MOVED by Mayor James that the additional databases, required by MuniWare to allow for accommodation of the Recreation, Library and FIP Boards, be purchased with availability of funding; these costs should be requisitioned back to the above mentioned boards, over a period of time, to recoupe the additional costs. **CARRIED**

SNOW BLADE PURCHASE

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

Deferred to the December 18th regular Council meeting to investigate other sources and costs from which a blade may be purchased.

JANUARY 2009 MEETING DATES
203.11.20.08

MOVED by Clr Gordon to hold the regularly scheduled Council meetings on Thursday, January 8th and Thursday, January 22nd, 2009. **CARRIED**

CORRESPONDENCE

1. **Physician Recruitment Committee** will be holding their next meeting on Wednesday, November 26, 2008 at the Flagstaff County building in Sedgewick. **FILED**

Mayor James will be attending for Clr. Gordon

2. **Alberta Health and Wellness** has introduced “*The Emergency Health Services Act*” on November 3, 2008. Questions regarding the act may be forwarded to the AUMA and the AAMDC, or by contacting Emergency Health Services. **FILED**
3. **Alberta Municipal Affairs** has forwarded confirmation of funding for the Lift Station Pumps through MSI funding. **FILED**
4. **Residential request** to reverse property tax penalty for residence at 4913 – 59th Street. **FILED**

TAX PENALTY REVERSAL REQUEST
204.11.20.08

MOVED by Clr. Krys to deny the request to have the 2008 tax penalties reversed for the property described as Plan 5250NY Block 21, Lot 12. **CARRIED**

5. **Flagstaff Christmas Sharing Program** updates and information for the 2008 Christmas season. **FILED**
6. **Emergency Management Services** District Training to be held in January. **FILED**
7. **Stephen Cross with Clifton Associates** has notified the Town of Killam that he

feels the report that was submitted on the pavement assessment was not adequate.

FILED

8. **Alberta Employment and Immigration** is sponsoring three awards for the Chamber of Commerce 2009 Business Awards of Distinction. Nominations are invited by November 26th, 2008. FILED

9. **Community Futures** has forwarded the minutes from the annual meeting held on October 27, 2008. Additional information including mandates and goals, operational plan, and financial statement can also be found. FILED

10. **Killam Fire Department** is requesting purchase of a Thermal Imaging Camera as well as a Ventilation Rescue Chain Saw. FILED

**FIRE DPT
PURCHASE
205.11.20.08**

MOVED by Clr. Fee to acknowledge the purchase of the Thermal Imaging Camera and Ventilation Rescue Saw purchased by the Killam Fire Department. **CARRIED**

COUNCIL COMMITTEE REPORTS

CLR. FEE

A copy of the recommendations are attached hereto and forms a part of the minutes.

Airport Meeting Update

206.11.20.08

MOVED by Clr. Fee to accept recommendation to increase the rent for the lease of hangers from \$100 per year to \$250 per year. **CARRIED**

207.11.20.08

MOVED by Clr. Fee to accept recommendation that the Iron Creek Flying Club should present a report to the Airport Commission at each meeting. **CARRIED**

208.11.20.08

MOVED by Clr. Freadrich to accept recommendation that Flagstaff County should now have one voting member sit on the Airport Commission. **CARRIED**

Clr. Fee also noted that the new Chairman of the Board is Ken Offord. The Vice Chair of the Board is Les Fee.

CLR. ADOLF

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

Library Meeting Highlights

Clr. Adolf relayed that the Library Board would like to meet once again to clarify and discuss the finances of the Board as well as the funding that is available.

CLR. GORDON

FFCS

Clr. Gordon updated Council on the newly appointed Chairs for the Board. This includes Gunnar Albrecht acting as Chairman, and Debbie Horricks as Vice Chair.

Also, December 10 will be the next meeting, which will include a Christmas get together as well. This will be held in the Multipurpose Room at the Agriplex, beginning at 5:00pm. A response of attendance is requested by December 8th.

CLR. KRYS

Flagstaff Adult Housing

Clr. Krys informed Council that the newly elected executive include Henry Hays as Chairman, and Rick Krys as Vice Chair. Also, the overall Budget has been increased by 8%; a copy of this budget will be forwarded to Council shortly.

Clr. Krys relayed that it was determined that a feasibility study on the previous Facility Study regarding Flagstaff Housing is being required, the outcome of this information will determine grant funding amounts.

COMMITTEE REPORTS

ACTION LIST

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

Clr. Adolf exited Council Chambers during the review of the Action List at 9:56pm, re-entering again at 9:58pm.

**STREET
LIGHTS AT
KILLAM
KROSSING
209.11.20.08**

MOVED by Clr. Freadrich to have the Town of Killam pay the monthly cost of the power rate for the operation of the three lights as requested by the owner of the Killam Krossing, an invoice must be supplied to the Town for billing and audit purposes.

CARRIED

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.

**RECREATION
REPORT**

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

ADJOURNMNT

The meeting was adjourned at 10:20pm.

CARRIED

Mayor

Chief Administrative Officer