

Town of Killam Regular Council Meeting

17

Minutes of the regular Council meeting held in Council Chambers of the Town Office, Killam, Alberta, on Thursday, April 26, 2018 commencing at 7:00pm.

| | | |
|----------------|------------------|---------------------|
| PRESENT | Ben Kellert | Mayor |
| | Brenda Grove | Councillor |
| | Rick Kryz | Councillor |
| | Brenda McDermott | Councillor |
| | Heidi Pierce | Councillor |
| | Kim Borgel | CAO |
| | Darlene Gotobed | Recording Secretary |

CALL TO ORDER Mayor Kellert called the regular council meeting to order at 6:58pm.

DELEGATE

**BOB COUTTS
FLAGSTAFF
INTERMUNICIPAL
PARTNERSHIP CHAIR**

Mr. Bob Coutts, Flagstaff Intermunicipal Partnership Chairperson, presented Killam Council members with an update of the Regional Governance Project. The presentation information is hereto attached and forms a part of the minutes.

Some of the questions asked of Mr. Coutts were:

- How will residents in communities that already pay high taxes manage paying additional levies that may be implemented?
- How does FIP intend on bringing opposite sides of the county together to work toward the final goal?
- Should the region be assigned 3 electoral divisions in the inception of the proposed government, thereby providing residents with the security that they will be represented fairly? And then possibly move to form one government in the future?

Mayor Kellert thanked Mr. Coutts for his time and the information that was shared.

Mr. Coutts exited Council Chamber at 7:45pm.

AGENDA

MOVED by Clr. Grove to accept the Agenda of the Thursday, April 26, 2018 regular Council meeting with the addition of:

COUNCIL COMMITTEE REPORTS

4. Clr. Grove

b) Recreation Board (verbal report)

CARRIED

MINUTES

**REG COUNCIL
MINUTES
MAR 15, 2018**

MOVED by Clr. McDermott to accept the regular Council Meeting minutes for Thursday, March 15, 2018.

CARRIED

NEW BUSINESS

**OUTSTANDING
UTILITY ACCOUNT**
#3930200
056.04.26.18

A copy of the RFD requesting Council approval to the transfer an outstanding utility balance, in the amount of \$1,967.13, to the tax roll account.

MOVED by Clr. Krys to approve Administrations recommendation and transfer the outstanding utility balance of \$1,967.13 for Account #3930200 to their tax roll account. **CARRIED**

**BYLAW NO. 853
AMENDING LUB**

A draft copy of Town of Killam’s Bylaw No. 853, Amending LUB, is hereto attached and forms a part of the minutes.

BYLAW NO. 853, 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 NO. 809 as follows:

AMEND Section 20: Variance Authority

Giving the Development Authority the ability to consider an application for a development that does not conform with this Bylaw, if in its opinion: the proposed development conforms with the use prescribed for the land or building in this Bylaw; and the proposed development would not unduly interfere with the amenities of the neighbourhood; or materially interfere with or affect the use, enjoyment or value of neighbouring properties.

AMEND Section 22: Notice and Validity of Decision

When a development permit, that is a discretionary use or if it is a permitted use but requires a variance, is approved, the Development Officer shall publicize a notice of decision.

A permit does not come into effect until 21 days after the date the approval is posted or published in the newspaper, rather than the current 14 days. This is being amended to be compliant with the new Municipal Government Act.

AMEND Section 24: Appealing a Decision

An appeal by an applicant must be commenced within **21** days of the notification of the decision or when the 40 day period or any time extension expires. This is being amended to be compliant with the new Municipal Government Act.

AND AMEND Section 36: Corner Lot Provision

To state that the location of buildings, excluding Accessory Buildings, on corner sites shall be subject to the approval of the Municipal Planning Commission who may at their discretion, relax the front yard setback requirements taking into account the location of existing adjacent buildings or the permitted setback on adjacent sites where a building does not exist, and having regard for the variances allowed.

1ST READING

057.04.26.18 **MOVED** by Clr. Krys to accept First Reading of Bylaw No. 853, Amending Land Use Bylaw No. 809. **CARRIED**

PUBLIC HEARING

058.04.26.18 **MOVED** by Clr. Krys to hold a Public Hearing for proposed Bylaw No. 853 on Thursday, May 17, 2018 at the Killam Town Office Council Chambers beginning at 6:30pm. **CARRIED**

**TOK POLICY E002
FEE AMENDMENTS**

A draft copy of Town of Killam’s Policy E002, Development Permit Fees, with updates from Bylaw 841A, is hereto attached and part if the minutes.

059.04.26.18 **MOVED** by Clr. McDermott to adopt Town of Killam Policy E002 with the recommended updates for development fees as reflected by Bylaw 841A, Master Rates Bylaw. **CARRIED**

**TOK POLICY C016
LAND SALES**

A draft copy of Town of Killam’s Policy C016, Land Sale Policy, with suggested amendment, is hereto attached and forms a part of the minutes.

060.04.26.18 **MOVED** by Clr. McDermott to approve amended Town of Killam Policy C016, Land Sale Policy to include:

“ 13. Double-lot purchases to occupy one residence will only be allowed on Residential lots developed by the Town of Killam, with a condition that the smallest allowable square footage for all development on the property by 3000 square feet.”

CARRIED

**DOCUMENT
DESTRUCTION**

A copy of the list for the destruction of documents for 2018, is hereto attached and forms a part of the minutes.

061.04.26.18 **MOVED** by Clr. Krys to accept the Destruction of Documents List for 2018 as presented. **CARRIED**

**2018 FINAL
BUDGETS**

Copies of the 2018 proposed final budgets for the Town of Killam are hereto attached and form a part of the minutes.

062.04.26.18 **MOVED** by Clr. Pierce to accept the final drafts of the 2018 Town of Killam Operations, Capital and Reserves budgets as presented. **CARRIED**

CORRESPONDENCE

**CRIME WATCH
TRADE SHOW**

063.04.26.18

1. Flagstaff Rural Crime Watch Society – Request for funding towards their “Crime Prevention Trade Show”.

MOVED by Clr. Kryz to donate \$250 to the Flagstaff Rural Crime Watch Society Trade Show that was held on April 17, 2018. **CARRIED**

2. Town of Peace River – Request for Proposals for Air Ambulance Services and concerns with how the RFP process was conducted.
3. Village of Forestburg – Comments on the Regional Emergency Services Committee draft business plan.
4. Town of Hardisty – Comments on the Regional Emergency Services Committee draft business plan.
5. Alberta Municipal Affairs – Notification of approval of grant funding for the Regional Emergency Services Society project in the amount of \$110,000.
6. Village of Heisler – Comments on the Regional Emergency Services Committee draft business plan.
7. Town of Sedgewick – Comments on the Regional Emergency Services Committee draft business plan.
8. Village of Alliance – Comments on the Regional Emergency Services Committee draft business plan.
9. Flagstaff County – Comments on the Regional Emergency Services Committee draft business plan.
10. Partners for the Saskatchewan River Basin – Request for membership and financial support.
11. Alberta Municipal Affairs – Notification of the additional MSI money for 2017-18.
12. Alberta Public Works Association – Request to proclaim Public Works Week – May 20-26, 2018.

**PUBLIC WORKS
WEEK & TOWN
HALL MEETING**

064.04.26.18

MOVED by Clr. Kryz to proclaim May 20-26, 2018 as Public Works Week and that the Town host an Open House Town Hall Meeting and Barbecue on Tuesday, May 22, 2018 at the Public Works Shop from 11am – 1pm.

CARRIED

**SCHOOL
BREAKFAST
PROGRAM**

065.04.26.18

13. Killam Breakfast Program Committee – Request for funding towards their breakfast program.

MOVED by Clr. McDermott to donate \$250 to the Killam Public School Breakfast Program. **CARRIED**

14. Alberta Labour – Notification of approval of our application the Summer Temporary Employment Program (STEP).

**STREET FAIR
BEER GARDENS**

066.04.26.18

15. Request from the Killam Lions Club to once again host a Beer Gardens on Main Street during the Street Fair on Saturday, June 16, 2018.

MOVED by Clr. Grove to grant the Killam Lions Club permission to host a Beer Gardens on Main Street during the annual Street Fair that will be held on Saturday, June 16, 2018. **CARRIED**

16. Alberta Historical Resources Foundation’s Heritage Awards 2018

17. Alberta Senior’s and Housing – Invitation for applications for the Seniors Service Awards.

18. Federation of Canadian Municipalities – Provides an overview of the work ahead for municipalities and offers both policy and regulatory options to choose from.

19. Battle River 4H Beef Club request to contribute to the STARS fundraising effort.

**SENIORS WEEK
PROCLAIMED**

067.04.26.18

20. Alberta Seniors & Housing – Request to declare June 3 to 9, 2018 as Senior’s Week in the Town of Killam.

MOVED by Clr. Grove to declare June 3 to 9, 2018 as Seniors Week and that the Town of Killam host a Senior Coffee Social on Wednesday, June 6, 2018 from 10am – 11am at the Killam Seniors Centre. **CARRIED**

CORRESPONDANCE

068.04.26.18

MOVED by Clr. Pierce to accept the Correspondence for April 26, 2018 as information. **CARRIED**

COUNCIL COMMITTEE REPORTS

1. Mayor Kellert

a) Mayor’s Report to Council (April)

A copy of Mayor Kellert’s “Report to Council” for April is hereto attached and forms a part of the minutes.

2. Clr. McDermott

a) Flagstaff Regional Housing Committee

A copy of the report Clr. McDermott prepared for the April 3, 2018 Flagstaff Regional Housing Committee meeting she attended, as well as a copy of the 2017 Regional Housing Financial Review, are hereto attached and form a part of the minutes.

b) Alberta Seniors Housing Convention

A copy of Clr. McDermott's report from the Alberta Seniors Housing Convention is hereto attached and forms a part of the minutes.

c) Killam Public Library

Clr. McDermott's report for the Killam Public Library is hereto attached and forms a part of the minutes.

3. Clr. Krys

a) Killam Chamber of Commerce

A copy of the Killam Chamber of Commerce meeting minutes are hereto attached and forms a part of the minutes.

3. Clr. Grove

a) Emergency Services Committee

A copy of the March 27, 2018 Emergency Services Committee meeting minutes are hereto attached and forms a part of the minutes.

b) Recreation Board (Verbal Report)

Clr. Grove attended the Monday, April 23, 2018 Recreation Board meeting and reported the following:

- The final numbers were presented for the Arena repair project that took place in the Fall of 2017. The Recreation Board got a donation of \$15,000 from Pioneer Grain and the Killam Agricultural Society received \$83,000 from a grant.
- Upon further investigation, the booking software program originally agreed upon by the Recreation Board had additional charges for subscription fees that were not included in their quote.

**REC BRD.
BOOKING
SOFTWARE**

069.04.26.18

MOVED by Clr. Grove to accept Recreation Board recommendation and amend the booking software provider to Active Network for a cost of \$10,384.82.

CARRIED

- Review of the Concession Lease Agreement was completed; Administration will forward members of Council a copy for their input.
- The Parents for Fun in Flagstaff group have been having issues with the internet service in their rental space. A cable was installed, bypassing the original wiring. The cost of this project was approximately \$506.

INTERNET CABLE COSTS

070.04.26.18

MOVED by Clr. Krys to accept Recreation Board recommendation to reimburse half the cost, \$253, for the internet cable repair to the Parents for Fun in Flagstaff group. **CARRIED**

COMMITTEE REPORTS

ACTION ITEMS

A copy of the March 15, 2018 Action Items List is hereto attached and forms a part of the minutes.

CAO REPORT

A copy of CAO Borgel’s report to Council for April 26, 2018 is hereto attached and forms a part of the minutes.

PUBLIC WORKS REPORT

A copy of the April 20, 2018 report prepared by D. Berrecloth for Public Works is hereto attached and forms a part of the minutes.

DIRECTOR OF COMMUNITY SERVICES

A copy of the Community Services report prepared by C. Sutter for April 2018 is hereto attached and forms a part of the minutes.

FINANCIAL STATEMENTS

Copies of the financial reconciliation reports are hereto attached and forms a part of the minutes.

TOWN OF KILLAM

a) Town of Killam (March)

- i) Balance Sheet
- ii) Income Statement
- iii) Reconciliation Sheet

071.04.26.18

MOVED by Clr. McDermott to adopt the 2018 March Balance Sheet, Income Statement and reconciliation report for the Town of Killam accounts. **CARRIED**

RECREATION BOARD

b) Recreation Board (March)

- i) Balance Sheet
- ii) Income Statement
- iii) Reconciliation Sheets

072.04.26.18

MOVED by Clr. Krys to adopt the 2018 March Killam Recreation Board Balance Sheet, Income Statement and reconciliation report. **CARRIED**

LIBRARY

a) Boards

i) Killam Public Library (March)

073.04.26.18

MOVED by Clr. McDermott to adopt the 2018 March Killam Public Library account reconciliation. **CARRIED**

SKNGS

ii) Sedgewick Killam Natural Gas System (March)

074.04.26.18

MOVED by Clr. Pierce to adopt the March 2018 Sedgewick Killam Natural Gas System account reconciliation. **CARRIED**

ADJOURNMENT

Mayor Kellert adjourned the regular Council Meeting at 9:10pm.

Mayor

Chief Administrative Officer

Date

Date