

Town of Killam Regular Council Meeting

55

Minutes of the regular Council meeting held in Council Chambers of the Town Office, Killam, Alberta, on Wednesday, August 30, 2017 commencing at 7:00pm.

PRESENT	Bud James	Mayor
	Brenda Grove	Councillor
	Diane Gordon	Councillor
	Darcy Eskra	Councillor
	Carol Kinzer	Councillor
	Rick Krys	Councillor
	Brenda McDermott	Councillor
	Kim Borgel	CAO
	Darlene Gotobed	Recording Secretary

CALL TO ORDER Mayor James called the meeting to order at 7:00pm.

AGENDA **MOVED** by Clr. Eskra to accept the Agenda of the August 30, 2017 regular Council meeting.

CARRIED

MINUTES

**REGULAR COUNCIL
MINUTES
JUN 15, 2017**

MOVED by Clr. McDermott to accept the regular Council Meeting minutes for June 15, 2017.

CARRIED

UNFINISHED BUSINESS

**FALSE ALARM
REQUEST
RE-EXAMINED**

A copy of the Landowner letter requesting that the false alarm charge be reversed is hereto attached and forms a part of the minutes. This issue was first addressed on June 15, 2017. Unsatisfied with the response, a further request was made by the Landowner.

139.08.30.17

MOVED by Clr. Krys to have Administration further address Mr. Montgomery's concerns thoroughly, regarding the false alarm invoice he received; further, that the invoiced amount for the false alarm is still to be paid, as Town of Killam Bylaw No. 797C dictates.

CARRIED

**KILLAM
TRANSFER SITE
DECOMMISSIONED**

A copy of the Flagstaff Regional Solid Waste Management documentation regarding the decommissioning of the Killam Transfer Site is hereto attached and forms a part of the minutes.

140.08.30.17

MOVED by Clr. McDermott to accept the Memorandum of Understanding between Flagstaff Regional Solid Waste Management and the Town of Killam for the decommissioning of the Killam Transfer Site;

Further, that the MOU is to make clear that Flagstaff Regional Solid Waste Management is responsible for the cleanup of garbage that may occur during the exchange between bins being dumped.

CARRIED

NEW BUSINESS

**UPDATED TOK
POLICIES**

D010 – D013

E001 – E005

141.08.30.17

Draft copies of Town of Killam policies including D010 through D013 and E001 through E005, are hereto attached and form a part of the minutes.

MOVED by Clr. Eskra to accept the following policies as presented for the Town of Killam:

- D010– Private Water Systems
- D011 – Private Waste Water Systems
- D012 – Water Services
- D013 – Garbage Services
- E001 – Quality Management Plan (QMP) Accreditation
- E002 – Development Permit Fees
- E003 – Building & Inspection Permits
- E004 – Damaged Sidewalks
- E005 – Municipal Development Plan

CARRIED

**FILES TO BE
DESTROYED**

142.08.30.17

A copy of the list of documents that are to be destroyed is hereto attached and form a part of the minutes.

MOVED by Clr. Krys to accept the list of documents that are to be destroyed in 2017.

CARRIED

**OUTSTANDING
UTILITY ACCOUNT**

143.08.30.17

A copy of an RFD with details regarding an outstanding utility bill is hereto attached and forms a part of the minutes.

MOVED by Clr. McDermott to accept recommendation and have outstanding utility account #8390100, for the amount of \$97.75, written off to bad debt for 2017.

CARRIED

**2017 MUNICIPAL
ELECTION**

144.08.30.17

A copy of the RFD discussing the options available for the upcoming municipal election in October, 2017 is hereto attached and forms a part of the minutes.

MOVED by Clr. Gordon that Council approve to have Kimberly Borgel, CAO, act as returning officer for the 2017 Municipal Election in the Town of Killam;

Further, that the Town of Killam hold their Advance Poll on Monday, October 2, 2017 from 9:00am until 4:00pm at the Town of Killam Office, 4923-50Street, Killam, AB T0B 2L0;

Additionally, that the Town of Killam will hold an Institutional Vote at the Killam Health Centre, 5203 – 49 Avenue, Killam, AB T0B 2L0, from 10:00am

until 12 Noon on Monday, October 16, 2017. **CARRIED**

Mayor James will speak with the Killam Chamber of Commerce in regard to hosting a candidates forum following the nomination date deadline of September 18, 2017.

BYLAW NO. 816F
UTILITY RATE BYLAW A draft copy of Bylaw No. 816F, Utility Rates Bylaw, as well as a comparison of local utility rate charges is hereto attached and forms a part of the minutes.

BYLAW NO. 816F, BEING A BYLAW OF THE TOWN OF KILLAM, IN THE PROVINCE OF ALBERTA, FOR THE PROVISION OF ESTABLISHING RATES FOR WATER, SEWER, GAS AND GARBAGE SERVICES IN THE TOWN.

1ST READING
145.08.30.17

MOVED by Clr. Krys to accept First Reading of Bylaw No. 816F, Utility Rates Bylaw, effective January 1, 2018. **CARRIED**

2ND READING
146.08.30.17

MOVED by Clr. Eskra to accept Second Reading of Bylaw No. 816F, Utility Rates Bylaw, effective January 1, 2018. **CARRIED**

SUBMITTED FOR
3RD READING
147.08.30.17

MOVED by Clr. McDermott to submit Bylaw No. 816F, Utility Rates Bylaw, effective January 1, 2018, for Third and Final Reading as presented.

CARRIED UNANIMOUSLY

3RD & FINAL
READING
148.08.30.17

MOVED by Clr. Kinzer to accept Third and Final Reading of Bylaw No. 816F, Utility Rates Bylaw, effective January 1, 2018. **CARRIED**

SEPTEMBER
COUNCIL MTG DATE

Due to conflicting schedules, the regular Council Meeting for September will be held on Thursday, September 14, 2017 in the Killam Town Office Council Chambers, beginning at 7:00pm. The September 21, 2017 council meeting has therefore been cancelled.

CORRESPONDENCE

- 1. Alberta Culture & Tourism** – Invitation to submit a bid for the 2020 Alberta Summer Games.
- 2. Flagstaff County** – Letter to FIP supporting the Regional Governance exploration process as presented by Municipal Affairs.
- 3. Flagstaff County** – Letter to the Emergency Services Committee supporting becoming a society and starting a draft business plan.
- 4. Town of Hardisty** – Letter to the Emergency Services Committee supporting

becoming a society and starting a draft business plan.

5. **Town of Sedgewick** – Letter to the Emergency Services Committee supporting becoming a society and starting a draft business plan.
6. Village of Forestburg – Letter to Wes Taylor, MLA regarding the Alberta Electoral Boundary Interim Report.
7. Village of Forestburg – Letter to the SDI Group regarding the FIP Regional Safety Program.
8. Town of Hardisty– Letter to FIP regarding the Regional Water Operations Program and SCADA Integration.
9. Village of Alliance – Letter to the Emergency Services Committee supporting becoming a society and starting a draft business plan.
10. Town of Hardisty - Letter to FIP supporting the Regional Governance exploration process as presented by Municipal Affairs.
11. Alberta Culture & Tourism – Invitation to submit names for the Stars of Alberta Volunteer Awards.

**“PEDDLER”
CONCERNS**

149.08.30.17

12. Killam & District Chamber of Commerce – Letter of concerns regarding peddlers in Town.

MOVED by Mayor James that Administration respond to the Chambers concerns advising of Town of Killam policy regarding peddlers. **CARRIED**

Recommendation of Council to have “Hawkers and Peddlers” signs placed at both ends of Town and across from Main Street.

13. AUMA – Information regarding their resolution for the AUMA convention to merge AUMA and AAMD&C.
14. Alberta Recreation & Parks Association – Information on Professional development and education for municipal staff.
15. Alberta Emergency Services – Medal Program expansion where recognition is now being given for 22, 32 and 40 years of service.
16. Fortis Alberta – Notification of work regarding electric distribution facilities 50058646.

**SKATE PARK
CONCERNS**

17. Sheena Koehli – Letter with concerns regarding the use of the skate park.

Administration has addressed concerns regarding use of the skate park and the rules that are currently in place for its usage.

18. Town of Hardisty – Letter approving the extension of the Fire Services Agreement for a one year period.
19. Fortis Alberta – Notification of work regarding electric distribution facilities 610007954.

- 20. Flagstaff County – Letter approving the extension of the Fire Services Agreement for a one year period.
- 21. Alberta Municipal Affairs – Notification that they have accepted our 2017 operating spending plan for MSI.
- 22. Village of Heisler – Approval of the extension to the fire services agreement.
- 23. City of Red Deer – Request to send a letter of support to the provincial government encouraging them to prioritize expanding hospital services in Red Deer.
- 24. Town of Sedgewick – Approval of the extension of the Fire Services Agreement by one year.
- 25. Landwest Resource Services Ltd. notification regarding proposed padsite and access road for multi well satellite located on 05-15-44-13W4M (Killam is within a 1.5 km radius of the area).
- 26. Village of Lougheed – Approval to extend the Fire Services agreement to Decemr 2018.
- 27. Village of Alliance – Approval to extend the Fire Services agreement to December 31, 2017.
- 28. Municipal Planning Services – Invitation to the public hearing to review Flagstaff County’s new Land Use Bylaw and Municipal Development Plan on October 11, 2017.
- 29. Minister of Municipal Affairs – Announcement of \$150,000 in grant funding for the 2017/18 Emergency Manager Preparedness Program.
- 30. Landwest Resource Services Ltd. notification regarding proposed padsite and access road well oil battery located on 09-09-44-13W4M (Killam is within a 1.5 km radius of the area).
- 31. North Saskatchewan Watershed Alliance – An update on the planning activities and a request for financial support in 2018. A copy of the business Plan and the 2018 budget is available from Town Administration upon Council request.

WATERSHED ALLIANCE FINANCIAL REQUEST

Administration will investigate to determine if financial support for the North Saskatchewan Watershed Alliance is voluntary.

PROSTATE CANCER AWARENESS

- 32. Prostate Cancer Canada – Request for the Town of Killam to recognize September 2017 as Prostate Cancer Awareness Month.

150.08.30.17

MOVED by Clr. Gordon that Town of Killam recognize September 2017 as Prostate Cancer Awareness month.

CARRIED

- 33. Stars of Alberta Volunteer Awards request for nominations.

CORRESPONDENCE ACKNOWLEDGED

151.08.30.17

MOVED by Clr. Kryz to accept the correspondence for August 30, 2017 as information.

CARRIED

COUNCIL COMMITTEE REPORTS

1. Mayor James

a) Mayor’s Report to Council (May, June and July)

Copies of Mayor James “Report to Council” for May, June and July are hereto attached and form a part of the minutes.

b) AUMA Mayor’s Caucus Meeting Report

Mayor James’ report from the June 13, 2017 AUMA Mayor’s Caucus meeting held in Okotoks is hereto attached and forms a part of the minutes.

c) FIP Meeting

A copy of the report from the July 10, 2017 Flagstaff Intermunicipal Partnership meeting, prepared by Mayor James, as well a copy of the meeting agenda, are hereto attached and forms a part of the minutes.

d) BRAED Annual General Meeting

Copies of the reports provided by Mayor James for the BRAED Annual General Meeting held on June 22, 2017, as well as a report prepared by Mayor James, are hereto attached and form a part of the minutes.

Mayor James has offered to continue representation within this committee, following the October Municipal Elections, if the new Council is in agreement.

2. Clr. Grove

a) Flagstaff Regional Emergency Services

A copy of the Flagstaff Regional Emergency Services Committee minutes from the June 22, 2017, as well as a meeting summary report, are hereto attached and form a part of the minutes.

**FIRE SERVICE
AGREEMENT
EXTENTION**

152.08.30.17

MOVED by Clr. Krys to accept recommendation and extend the current Fires Services Agreement with Flagstaff County until December 31, 2018.

CARRIED

b) Community Advisory Committee

A copy of the June 2017 crime stats for the Killam RCMP detachment, as well as a report acknowledging the priorities desired by the RCMP in Flagstaff communities, is hereto attached and form a part of the minutes.

c) Flagstaff Regional Solid Waste Management

A copy of the Flagstaff Regional Solid Waste Management meeting minutes from the June 12, 2017 board meeting are hereto attached and form a part of the minutes.

3. Clr. Krys

a) Killam Recreation Board

Copies of reports that are hereto attached and form a part of the minutes include Clr. Krys' Recreation Board meeting report for June and August, Director of Community Services "Recommendations Summary" and the 2016 Financial Review for the Killam Recreation Board.

**AIR
CONDITIONING
INSTALLATION**
153.08.30.17

MOVED by Clr. Krys to accept recommendation of the Killam Recreation Board and have Labreche Plumbing install the air conditioning system in the fitness room area for a cost of \$7800;

Further, funding for the project is to come from:

\$2,063.50 surplus from water softener project

\$2,736.50, surplus from hot water tank project

\$3,000 balance to be made up with a 15% increase in the monthly

lease amount for the fitness room area (\$800 increased to \$920).

CARRIED

**RENAMING OF
KILLAM BALL PARK**
154.08.30.17

MOVED by Clr. Krys to accept recommendation of the Killam Recreation Board that the request from Killam Minor Ball to rename the Killam Ball Diamonds in recognition of any single person be denied;

Further, suggestions to create a memorial "Honour Wall" to pay tribute to community members, or participate in the Towns' Memorial Tree or Bench programs as an option, be forwarded to Killam Minor Ball.

CARRIED

**DONATION
ALLOCATED TO
ARENA PROJECT**
155.08.30.17

MOVED by Clr. Krys to accept recommendation of the Killam Recreation Board to allocate \$50,000 received from the Team Canada World Cup of Hockey Coaching Staff donation towards the 2017 Arena Cool & Heat Header Project taking place at the Killam Memorial arena.

CARRIED

**2016 REC BRD
FINANCIALS**
156.08.30.17

MOVED by Clr. Krys to accept recommendation of the Killam Recreation Board to approve the 2016 Financial Review for the Killam Recreation Board as presented, and have \$34,132 placed in the Town of Killam's Recreation Reserve fund.

CARRIED

PERSONNEL ISSUE

Clr. Krys requested that the meeting be moved In Camera to discuss a Personnel issue.

IN-CAMERA
8:47PM

MOVED by Clr. Eskra to move In Camera at 8:47pm.

CARRIED

RECONVENE

8:54PM

MOVED by Clr. Gordon to go out of camera at 8:54pm.

CARRIED

b) Flagstaff Regional Housing

A copy of the report presented by Clr. Kryz with updates regarding Flagstaff Regional Housing is hereto attached and forms a part of the minutes.

4. Clr. McDermott

a) Sedgewick Killam Natural Gas System

A copy of Clr. McDermott's report from the June 26, 2017 SKNGS meeting, as well as the 2016 Financial Statement, is hereto attached and forms a part of the minutes.

MOVED by Clr. McDermott to accept the recommendation of the SKNGS committee to approve the 2016 Sedgewick Killam Natural Gas System Financial Statement as presented;

Further, that SKNGS put the surplus of \$16,538 into dedicated reserves for future capital projects.

CARRIED

COMMITTEE REPORTS

ACTION ITEMS

A copy of the June 16, 2017 Action Items List is hereto attached and forms a part of the minutes.

CAO REPORT

A copy of CAO Borgel's report for the August 30, 2017 Council meeting, as well as information regarding the Emergency Services sub-committee summary and draft Terms of Reference, are hereto attached and form a part of the minutes.

Recommendation of Council requested by CAO Borgel:

- Town of Killam will purchase four historical plaques, these being for the Town Office, Killam Fire Hall, Community Hall and the Recreation Facility. Administration will send letters to the Wildrose Coop, Fee and Sons, Battle River Implements and the Community Press, advising them of the Heritage Plaque project and inviting them to take part, the plaques would be at their own cost.
- RCMP and Peace Officers will be requested to pay special attention to crosswalk violations. Flyers will also be made to place on windshields of those who park in the crosswalks.
- Public participation for suggestions to name the new residential subdivision area.

PUBLIC WORKS REPORT

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

**2016 SKNGS
FINANCIAL
STATEMENTS
157.08.30.17**

DIRECTOR OF COMMUNITY SERVICES REPORT	A copy of the Director of Community Services, C. Sutter’s report to Council for August 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 (June and July)	
	i) Balance Sheet	
	ii) Income Statement	
	iii) Reconciliation Sheets	
158.08.30.17	MOVED by Clr. McDermott to adopt the 2017 June Balance Sheet, Income Statement and reconciliation report for the Town of Killam accounts.	CARRIED
159.08.30.17	MOVED by Clr. Gordon to adopt the 2017 July Balance Sheet, Income Statement and reconciliation report for the Town of Killam accounts.	CARRIED
RECREATION BOARD	b) Recreation Board (June and July)	
	i) Balance Sheet	
	ii) Income Statement	
	iii) Reconciliation Sheets	
160.08.30.17	MOVED by Clr. Krys to adopt the 2017 June Killam Recreation Board Balance Sheet, Income Statement and reconciliation report.	CARRIED
161.08.30.17	MOVED by Clr. Eskra to adopt the 2017 July Killam Recreation Board Balance Sheet, Income Statement and reconciliation report.	CARRIED
	b) Boards	
	i) Killam Public Library (June and July)	
162.08.30.17	MOVED by Clr. Kinzer to adopt the 2017 June Killam Public Library account reconciliation.	CARRIED
163.08.30.17	MOVED by Clr. Grove to adopt the 2017 July Killam Public Library account reconciliation.	CARRIED
SKNGS	ii) Sedgewick Killam Natural Gas System (June and July)	
164.08.30.17	MOVED by Clr. McDermott to adopt the June 2017 Sedgewick Killam Natural Gas System account reconciliation.	CARRIED

165.08.30.17

MOVED by Clr. Gordon to adopt the July 2017 Sedgewick Killam Natural Gas System account reconciliation.

CARRIED

ADJOURNMENT

Mayor James adjourned the regular Council Meeting at 9:21pm.

Mayor

Chief Administrative Officer

Date

Date