

Town of Killam Regular Council Meeting

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Minutes of the regular Council meeting held in Council Chambers of the Town Office, Killam, Alberta, on Thursday, August 9, 2018 commencing at 6:45 pm.

PRESENT	Ben Kellert Brenda McDermott Brenda Grove Rick Kryz Heidi Pierce Kimberly Borgel	Mayor Councillor Councillor Councillor Councillor CAO/Recording Secretary
CALL TO ORDER	Mayor Kellert called the meeting to order at 6:45pm.	
AGENDA	MOVED by Clr. Pierce to accept the Agenda of the August 9, 2018 regular Council Meeting.	CARRIED
	<u>MINUTES</u>	
SPECIAL COUNCIL MTG MINUTES JUNE 13, 2018	MOVED by Clr. Kryz to accept the meeting minutes for Wednesday, June 13, 2018 Special Council Meeting as presented.	CARRIED
SPECIAL COUNCIL MTG MINUTES JULY 19, 2018	MOVED by Clr. McDermott to accept the Special Council meeting minutes for Thursday, July 19, 2018 as presented.	CARRIED
	<u>UNFINISHED BUSINESS</u>	
BYLAW NO. 855 – LUB AMENDMENT CANNABIS REGULATION	A draft copy of Town of Killam’s Bylaw No. 855, Land Use Bylaw amendment to provide the Town a means of managing development permit applications for Cannabis growers and retailers, is hereto attached and forms a part of the minutes. BYLAW NO. 855, LAND USE BYLAW AMENDMENT BYLAW, FOR THE TOWN OF KILLAM, IN THE PROVINCE OF ALBERTA, THE PURPOSE OF AMENDING THE TOWN OF KILLAM LAND USE BYLAW 809. First reading of Bylaw 855 was approved by Council at their July 19, 2018 Council Meeting and the Public Hearing was held prior to the Regular Council Meeting on August 9, 2018.	
AMENDMENT TO BYLAW NO. 855 117.08.09.18	MOVED by Clr. Kryz that Bylaw 855 be amended to remove clause 2.3 e) which states “may offer counselling on Cannabis by persons who are not medical professionals”.	CARRIED
2ND READING BYLAW NO. 855		

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118.08.09.18 **MOVED** by Clr. Grove to accept Second Reading of Bylaw No. 855 as amended, to amend the Land Use Bylaw No. 809. **CARRIED**

3RD & FINAL RDG BYLAW 855

119.08.09.18 **MOVED** by Clr. McDermott to accept Third and Final Reading of Bylaw No. 855 as amended, to amend the Land Use Bylaw No. 809. **CARRIED**

NEW BUSINESS

SEA CANS

A copy of Request for Direction regarding the placement of sea cans is hereto attached and forms a part of the minutes requesting direction on how Council would like to deal with sea cans in residential areas.

Council requested administration to amend the Land Use Bylaw to allow for sea cans on residential properties of 4 acres in size or larger as long as they are hidden from the public's eye and further that only 1 is permitted per property. Administration will bring the amending bylaw to the next Council meeting for Council's consideration.

Town of Killam Council also agreed to continue to allow for temporary sea can permits as long as the permit does not exceed 3 months and administration is requested to charge \$25 for the permit. The master rates bylaw will be brought to next meeting for approval with this charge included.

2018 MUNICIPAL SUSTAINABILITY PLAN

A copy of the proposed 2018 Municipal Sustainability Plan is attached hereto and forms a part of these minutes.

120.08.09.18

MOVED by Clr. Krys to approve the 2018 Municipal Sustainability Plan as presented. **CARRIED**

NEW RESIDENTIAL SUBDIVISION

A copy of the Request for Decision for the promotion of the new residential subdivision is hereto attached and forms a part of the minutes.

GRASS SEEDING

121.08.09.18

MOVED by Clr. Krys to hire Ryan Paterson to plant grass at the new residential subdivision at a cost of \$3,900. **CARRIED**

BUYER INCENTIVE

122.08.09.18

MOVED by Clr McDermott to advertise the lots at a sale price of 10% off the regular price if purchased before the end of 2018 and further advertise that the town offers is a tax concession on new construction which available for the first 2 years after construction is complete. **CARRIED**

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ADVERTISING

123.08.19.18

MOVED by Clr. Grove that administration have a new sign placed on Highway 13 advertising the new residential subdivision at a maximum cost of \$500. **CARRIED**

CORRESPONDENCE

1. Intermunicipal Assessment Review Board – Recommendation to accept Diane Gordon for a 3 year term, until June 2021, as a member of the IARB.
2. Flagstaff Regional Subdivision & Development Appeal Board – Recommendation to accept Diane Gordon for a 3 year term, until June 2021, as a member of the FRSDAB.
3. Town of Hardisty – letters accepting recommendations for the Intermunicipal Assessment Review Board and the Subdivision & Development Appeal Board members.
4. Town of Sedgewick – letter accepting nomination recommendation for Subdivision & Development Appeal Board.
5. Village of Forestburg – letters accepting nomination recommendations for the Intermunicipal Assessment Review Board and the Subdivision & Development Appeal Board members.
6. Village of Forestburg – letter approving the FIP funding request for the Regional Governance, Communications & Engagement Process project.
7. Resident Letter requesting consideration be given to having sidewalk removed along 56 Street.

SIDEWALK REMOVAL REQUEST

124.08.09.18

MOVED by Clr. Krys that the sidewalk will not be removed at this time as it still has life left in it, further public works superintendent can determine if the sidewalk needs to be patched in a couple of places in the next budget year. **CARRIED**

Council requested that a long-term sidewalk plan be completed, assessing the costs to remove versus the costs to replace sidewalks and pros and cons associated with it.

8. Alberta Municipal Affairs – MSI Capital Projects approval confirmation.
9. Killam Hall Community Christmas – invitation to have Staff and Council attend the December 8, 2018 event, tickets are \$50 each.

COMMUNITY CHRISTMAS PARTY

125.08.09.18

MOVED by Clr McDermott that the Town of Killam staff, council and spouses attend the Killam Community Christmas Party again this year with the cost for those able to attend to be covered by the Town of Killam.

CARRIED

**FFCS LETTER OF
SUPPORT**
126.08.09.18

10. Alberta Recreation & Parks Association – Invitation for elected official to take part in their professional development workshops.

11. FFCS - request for Letter of Support for Health Canada grant application for “Substance Use and Addictions Program”.

MOVED by Clr. Pierce that the Town of Killam provide a letter of support to FFCS for their Health Canada Grant application for “Substance Abuse and Addictions Program”. **CARRIED**

12. Kids with Cancer Society – Thanking the Town of Killam for our support.

13. Alberta Recycling – Electronics, Paint and Tire Recycling Report and overview of the organization. Available to Council upon request.

14. Village of Lougheed – letter accepting recommendation for the Intermunicipal Assessment Review Board and the Subdivision & Development Appeal Board members.

15. Village of Lougheed – letter approving the FIP funding request for the Regional Governance, Communications & Engagement Process project.

16. Village Alliance – letter accepting recommendation for the Intermunicipal Assessment Review Board and the Subdivision & Development Appeal Board members.

17. Village of Alliance – letter approving the FIP funding request for the Regional Governance, Communications & Engagement Process project.

18. Village of Heisler – letters accepting recommendation for the Intermunicipal Assessment Review Board and the Subdivision & Development Appeal Board members.

19. Village of Heisler – letter approving the FIP funding request for the Regional Governance, Communications & Engagement Process project.

20. Alberta Municipal Affairs – Notification of new requirements for intermunicipal collaboration frameworks and intermunicipal development plans.

21. Town of Hardisty – letter approving the FIP funding request for the Regional Governance, Communications & Engagement Process project.

22. Killam Hall of Fame Committee – Notification that the committee no longer has any members and therefore are returning the seed money that the Town of Killam gave them.

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Council Requested administration to find out when Volunteer Appreciation Week is for 2019 and bring back to the next Council Meeting.

**APPROVAL OF
CORRESPONDENCE**
127.08.09.18

Mayor Kellert will send thank you cards to Clara Lewis and Sharleen for their time and efforts they put towards the Hall of Fame Committee.

MOVED by Clr. Krys to accept the correspondence as information.

CARRIED

COUNCIL COMMITTEE REPORTS

Mayor Kellert

a) Flagstaff Intermunicipal Partnership Committee

A copy of 2018 FIP Financial Statements are hereto attached and form a part of the minutes.

b) Mayor's Report for August 2018

A copy of Mayor Kellert report for August is hereto attached and forms a part of the minutes.

Clr Grove

a) Killam Recreation Board

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

**CONCESSION
LEASE**
128.08.09.18

MOVED by Clr Grove that the concession lease agreement with Donna Elkow be accepted with the termination notice to be changed to 90 days instead of 6 months.

CARRIED

GIFT TO D. ELKOW
129.08.09.18

MOVED by Clr Grove that the Killam Recreation Board gift Donna Elkow a one-time pool program pass, in recognition of all the extras that she does at the Killam Agriplex facility.

CARRIED

Town Council requested Administration create a policy for staff, Town Council and Recreation Board members for free usage of our public programs/facilities as an appreciation for their service to the Town of Killam. The draft policy will be brought to next Recreation Board and Council Meeting for formal approval.

**2018 REC BD
FINANCIAL REVIEW**

A copy of the 2018 Killam Recreation Board Financial Statements are attached hereto and form a part of these minutes.

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130.08.09.18 **MOVED** by Clr. Grove that the 2017 Killam Recreation Board Financial Review be approved as presented and further; that the 2017 surplus of \$21,528.02 be put into Town of Killam Recreation Reserves. **CARRIED**

ZAMBONI REPAIRS

131.08.09.18 **MOVED** by Clr. Grove that the Killam Recreation Board have Industrial Machine repair the Zamboni at an estimated cost of \$7,893.67, with the cost covered by the budget in Arena Repairs & Maintenance, should the warranty not apply. **CARRIED**

HOT WATER ON DEMAND SYSTEM

132.08.09.18 **MOVED** by Clr. Grove that the Killam Recreation Board proceed to have Labreche Plumbing replace the hot water on demand system at a cost of \$3,500, the cost to be covered by the budget in Arena Repairs & Maintenance. **CARRIED**

POOL VALVE REPLACEMENT

133.08.09.18 **MOVED** by Clr. Grove to accept Killam Recreation Board recommendation and have Killam Plumbing and Heating replace the main pool valves at a cost of \$8,490, as budgeted in the Pool Capital Replacement budget. **CARRIED**

b) Community Advisory Committee

A copy of Community Advisory Committee Report is hereto attached and forms a part of the minutes.

c) Flagstaff Emergency Services Committee

A copy of Flagstaff Emergency Services Committee Report is hereto attached and forms a part of the minutes.

FIRE SERVICES & FIRE CHIEF AGREEMENT

134.08.09.18 **MOVED** by Clr. McDermott to extend the Regional Fire Services Agreement and the Regional Fire Chief's Agreement until December 31, 2019. **CARRIED**

CLR. McDERMOTT

a) Sedgewick Killam Natural Gas System

A copy of Sedgewick Killam Natural Gas System report, prepared by Clr. McDermott, is hereto attached and forms a part of the minutes.

A copy of Sedgewick Killam Natural Gas System 2018 Financial Statements is hereto attached and forms a part of the minutes.

SKNGS 2017 FINANCIAL REVIEW

134.08.09.18 **MOVED** by Clr. McDermott that the 2017 SKNGS Financial Statements be approved as presented and further; that the 2017 surplus of \$18,366 be put into SKNGS Reserves. **CARRIED**

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SKNGS GIC

135.08.09.18

MOVED by Clr. Krys to accept recommendation from SKNGS to invest \$100,000 into a GIC at ATB Financial for a three-year non-deemable term.

CARRIED

b) Flagstaff Regional Housing

A copy of Flagstaff Regional Housing Groups' 2019 Business Plan 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)

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

136.08.09.18

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

CARRIED

RECREATION BOARD

b) Recreation Board (June)

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

137.08.09.18

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

CARRIED

c) Boards

i) Killam Public Library (June)

LIBRARY

138.08.09.18

MOVED by Clr. McDermott to adopt the 2018 June Killam Public Library account reconciliation.

CARRIED

ii) Sedgewick Killam Natural Gas System (June)

SKNGS

139.08.09.18

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

CARRIED

ADJOURNMENT

Mayor Ben Kellert adjourned the meeting at 8:15pm.

Mayor

Chief Administrative Officer

Date

Date