

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 7, 2014 commencing at 7:00pm.

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| PRESENT | Bud James Brenda McDermott Darcy Eskra Diane Gordon Brenda Grove Rick Kryz Carol Kinzer Kim Borgel | Mayor Deputy Mayor Councillor Councillor Councillor Councillor Councillor CAO |
| CALL TO ORDER | Mayor James called the meeting to order at 7:00pm. | |
| AGENDA | MOVED by Clr. Kryz to accept the Agenda of the August 7, 2014 regular Council Meeting as presented. CARRIED | |
| | <u>MEETING MINUTES</u> | |
| REGULAR COUNCIL MTG MINUTES July 10, 2014 | MOVED by Clr. McDermott to accept the minutes of the July 10, 2014 regular Council Meeting as presented. CARRIED | |
| | <u>UNFINISHED BUSINESS</u> | |
| BYLAW 827 – LUB AMENDMENT | A draft copy of Bylaw 827, amending the Land Use Bylaw for the Town of Killam, is hereto attached and forms a part of the minutes. BYLAW NO. 827, AUTHORIZES THE COUNCIL OF THE MUNICIPALITY TO AMEND THE TOWN OF KILLAM LAND USE BYLAW 809 TO INCLUDE DUPLEX AS A PERMITTED USE IN THE (R3) RESIDENTIAL MULTI-FAMILY DISTRICT. First reading of this bylaw was given at the July 10, 2014 Regular Council Meeting. | |
| 2nd READING 107.08.07.14 | MOVED by Clr. Kryz to pass Second Reading of Bylaw No. 827, amending the Land Use Bylaw 809 to include duplex as a permitted use in Residential Multi-Family (R3) District. CARRIED | |
| 3rd READING 108.08.07.14 | MOVED by Clr. Eskra to pass Third Reading of Bylaw No. 827, amending the Land Use Bylaw 809 to include duplex as a permitted use in Residential Multi-Family (R3) District. CARRIED | |
| BYLAW 828 – LUB AMENDMENT | A draft copy of Bylaw 828, amending the Land Use Bylaw for the Town of Killam, is hereto attached and forms a part of the minutes. | |

BYLAW NO. 828, AUTHORIZES THE COUNCIL OF THE MUNICIPALITY TO AMEND THE TOWN OF KILLAM LAND USE BYLAW 809 BY CHANGING THE LAND USE DISTRICT OF PLAN 0324375, BLOCK 16, LOT 6 FROM INSTITUTIONAL (I) TO RESIDENTIAL MULTI-FAMILY (R3).

BYLAW 828
AMENDING 809
109.08.07.14

MOVED by Clr. Eskra to defer a decision on Bylaw 828, amending LUB 809 to change the land use district of Plan 0324375, Block 16, Lot 6 from Institutional to Residential Multi-Family, to the next Council meeting to give Administration time to look into options on how ensure the lands are used for adult living only.

CARRIED

**TEMPORARY
CAMPING ON
PRIVATE
PROPERTY**

Town of Killam Council reviewed the current Land Use Bylaw:

“SECTION 46: Objects Prohibited or Restricted in Yards

46.3 No occupant of a principle dwelling in a residential district shall permit a recreational vehicle to be used for living or sleeping accommodation for longer than 14 days during a 365 day period and that there must be 20 days in between each time it is used for sleeping accommodations.”

There was no desire of Council to amend this Section.

**BYLAW 829 – LUB
AMENDMENT**

A draft copy of Bylaw 829, amending the Land Use Bylaw for the Town of Killam, is hereto attached and forms a part of the minutes.

BYLAW NO. 829, AUTHORIZES THE COUNCIL OF THE MUNICIPALITY TO AMEND THE TOWN OF KILLAM LAND USE BYLAW 809 TO INCLUDE CAMPGROUND AS A DISCRETIONARY USE IN THE (LIB) LIGHT INDUSTRIAL BUSINESS DISTRICT.

1ST READING
110.08.07.14

MOVED by Clr. Eskra to pass First Reading of Bylaw No. 829, amending the Land Use Bylaw 809 to include Campground as a discretionary use in Light Industrial Business (LIB) District.

CARRIED

The Public Hearing date for Bylaw 829 will be Monday, August 25, 2014 at 7 p.m. in the Town of Killam Council Chambers.

Council also requested that administration look into putting power into the “no service” areas, south of Centennial Park.

**TOWN OFFICE
ROOF REPAIRS**

A copy of the quotes received for the Town Office Roof repairs are attached hereto and form a part of these minutes.

111.08.07.14

MOVED by Clr. Gordon to accept the bid from CNS Construction Ltd. at a cost of \$40,000 plus GST, and further that we request he use 26 gauge coloured metal and confirm that he will be using heavier, industrial eaves troughs.

CARRIED

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NEW BUSINESS

LABOUR & LAND ISSUE IN-CAMERA

Mayor James requested that the meeting go in-camera to discuss a labour and a land issue.

MOVED by Clr. Gordon to go in-camera at 7:50 pm.

MOVED by Clr. McDermott to reconvene at 8:02pm.

ORDER TO REMEMDY UNSIGHTLY PROPERTY

A copy of the Order to Remedy an Unsightly Property is attached hereto and forms a part of these minutes.

The deadline of the order has passed and the portion of the order to have all vehicles, trailers, machinery and miscellaneous items removed has not been completed.

112.08.07.14

MOVED by Clr. Krys to give the landowner until August 31, 2014 to complete the clean-up, and if not completed by this date, the Town of Killam will proceed with an auction.

CARRIED

AHS AMBULANCE BAY LEASE

The letter received from Alberta Health Services regarding the lease of the Ambulance Bay at the Killam Fire Hall is hereto attached and forms a part of the minutes.

113.08.07.14

MOVED by Clr. McDermott to enter into a lease agreement with Alberta Health Services for approximately 448 sq. ft. of space in the Killam Fire Hall for the storage of an ambulance at a cost of \$600 per month from November 1, 2014 to October 31, 2019.

CARRIED

YIELD SIGN REQUESTED

44 ST. & 53 AVE.
114.08.07.14

MOVED by Clr. Eskra That the Town of Killam erect yield signs at 44 Street and 53 Avenue in the NE Industrial Subdivision.

CARRIED

AUMA CONVENTION

Administration asked that Council notify them if they want to attend the AUMA Convention in September. The early bird registration deadline is August 29, 2014.

OUTSTANDING UTILITY ACCOUNT

115.08.07.14

MOVED by Clr. Eskra to approve Administration to transfer outstanding utilities to the tax account in the amount of \$894.99 for utility account number 3390401.

CARRIED

CORRESPONDANCE

1. **West Central Planning Agency** - A copy of the approval letter for the Killam Adult Housing Subdivision.
2. **Flagstaff County** – 2015 Regional Recreation Grant Applications – An update on the new Unconditional recreation to Ag. Society’s beginning for 2015. Killam Ag Society to receive \$145,405.
3. **Flagstaff Intermunicipal Partnership Committee** – Copies of the Protocol for Regional Cooperation and Regional Cooperation Report.
4. **Alberta Municipal Affairs** – Guidelines and application forms are now available for the Alberta Community Partnership Program
5. **BRAED** – Increase of membership fees for 2015/16 from 0.55 per capita to 0.75 per capita.
6. **Alberta Energy Regulator** – A copy of the First Annual Report is available upon Council request.
7. **Alberta Government** – Invitation to attend the Tourism Investment Forum on November 5, 2014 at the Telus Convention Centre in Calgary.
8. **Parkland Regional Library** – A copy of the 2013 Annual Report is available to Council upon request.
9. **Campbell McLennan Chrysler** – Anniversary of the 2013 Dodge Ram we purchased.
10. **Flagstaff County** – Regional Governance Study – A request to participate in a regional governance study and apply to the Alberta Communities Partnership Grant to fund the study.

**REGIONAL GOV.
STUDY**

116.08.07.14

MOVED by Clr. Gordon that the Town of Killam participate in the regional governance study to be funded through the Alberta Communities Partnership Program jointly with other Flagstaff area municipalities.

CARRIED

11. **2014 Stars of Alberta Volunteer Awards** – Guidelines and nomination forms for the 2014 awards.
12. **Flagstaff Waste Management** – A copy of the brochure providing an explanation of the new recycling services and where to put your recyclables.

Council requested Administration to include this brochure in the next utility bill mail out.
13. **Alberta Municipal Affairs** – A review of the Safety Codes Act has taken place and it is time to engage stakeholders. Details will be available soon on the information sessions and consultation process.
14. **Ash.ca Action On Smoking & Health** – A letter requesting municipalities to implement measure to reduce and prevent tobacco use in our community.

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15. **Flagstaff County** – An invitation and flyer for the all-day Regional Museum Tour on August 20, 2014.

CORRESPONDENCE

ACKNOWLEDGED

117.08.07.14

MOVED by Clr. Grove to accept the correspondence for August 7, 2014 as information. **CARRIED**

COUNCIL COMMITTEE REPORTS

Mayor James

a) Mayors Report to Council

A copy of Mayor James' July report to Council is hereto attached and forms a part of the minutes.

b) Flagstaff Intermunicipal Partnership Committee (FIP)

A copy of the July 21, 2014 FIP Committee Agenda is hereto attached and forms a part of the minutes. A report will be included with the next council agenda.

c) Battle River Alliance for Economic Development (BRAED)

Business Walk

Mayor James gave a brief explanation of the Business Walk idea, where teams of 3 will visit businesses in town, asking them a few questions, including "how can the community help your business succeed". Mayor James and CAO Borgel will organize the project. All of Council will participate.

d) Battle River Alliance for Economic Development (BRAED)

BRAED GRANT APPLICATION

118.08.07.14

BRAED is requesting Killam to be lead municipality in BRAED Grant Application.

MOVED by Clr. Gordon that the Town of Killam agrees to be the lead municipality in BRAED's Grant Application to the Alberta Collaboration Program.

COMMITTEE REPORTS

ACTION ITEMS

A copy of the July 10, 2014 Action Items List is hereto attached and forms a part of the minutes.

CAO REPORT

A copy of the report prepared by CAO Borgel is hereto attached and forms a part of the minutes.

WALKING TRAIL PAVING 2015

119.08.07.14

MOVED by Clr. Kinzer to have the remainder of the walking trail paved in 2014 at a cost of \$112,000, to be funded through MSI Capital funding. **CARRIED**

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- PUBLIC WORKS REPORT** A copy of the July 2014 Public Works Report is hereto attached and forms a part of the minutes.
- DIR COM SERVICES REPORT** A copy of the Director of Community Services report is hereto attached and forms a part of the minutes.
- FINANCIAL STATEMENTS** Copies of the financial reconciliation reports for the month of June are hereto attached and form a part of the minutes.
- TOWN OF KILLAM**
- a) Town of Killam (June)**
- i) Balance Sheet**
ii) Income Statement
MOVED by Clr. Grove to adopt the June 2014 Town of Killam Balance Sheet and Income Statement. **CARRIED**
- iii) Reconciliation Sheets**
MOVED by Clr. Gordon to adopt the June 2014 Reconciliation Sheets for BRCU Payroll and ATB Utilities accounts. **CARRIED**
- REC BOARD**
- b) Recreation Board (June)**
- i) Balance Sheet**
ii) Income Statement
MOVED by Clr. Eskra to adopt the June 2014 Recreation Board Balance Sheet and Income Statement. **CARRIED**
- iii) Reconciliation Sheets**
MOVED by Clr. Krys to adopt the June 2014 Reconciliation Sheets for the Recreation Board's ATB General and ATB Payroll accounts. **CARRIED**
- BOARDS**
- c) Boards**
- i) Killam Public Library (June)**
MOVED by Clr. McDermott to adopt the June 2014 Killam Public Library account reconciliations. **CARRIED**
- ii) Sedgewick Killam Natural Gas System (June)**
MOVED by Clr. Eskra to adopt the June 2014 Sedgewick Killam Natural Gas System account reconciliations. **CARRIED**

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ADJOURNMENT The meeting was adjourned at 9:15 p.m.

Mayor

Chief Administrative Officer

Date

Date