

## 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, July 10, 2014 commencing at 7:00pm.

- PRESENT**
- |                  |              |
|------------------|--------------|
| Brenda McDermott | Deputy Mayor |
| Diane Gordon     | Councillor   |
| Brenda Grove     | Councillor   |
| Rick Kryz        | Councillor   |
| Carol Kinzer     | Councillor   |
| Kim Borgel       | CAO          |
- ABSENT**
- Mayor James and Clr. Eskra were absent with regret.
- CALL TO ORDER**
- Deputy Mayor McDermott called the meeting to order at 7:03pm.
- AGENDA**
- MOVED** by Clr. Grove to accept the Agenda of the July 10, 2014 regular Council Meeting with the addition of:
- NEW BUSINESS**
5. Walking Trail
  6. In Camera - Labour
- CARRIED**
- MEETING MINUTES**
- REGULAR COUNCIL MTG MINUTES**  
June 12, 2014
- MOVED** by Clr. McDermott to accept the minutes of the June 12, 2014 regular Council Meeting with the following amendments:
- 1. Resolution # 091.06.12.14 to read: "MOVED** by Clr. McDermott to have a marked crosswalk installed at 50 Avenue and ~~50 Street~~ 51 Street."
  - 2. Financial Statements c) Boards i) Killam Public Library to read: "MOVED** by Clr. McDermott to adopt the April 2014 Killam Public Library account reconciliations."
  - 3. Financial Statements c) Boards ii) Sedgewick Killam Natural Gas System to read: "MOVED** by Clr. Gordon to adopt the April 2014 Sedgewick Killam Natural Gas System account reconciliations."
- CARRIED**
- SPECIAL COUNCIL MTG MINUTES**  
June 23, 2014
- MOVED** by Clr. Kryz to accept the minutes of the June 23, 2014 Special Council Meeting as presented.
- CARRIED**
- UNFINISHED BUSINESS**
- CORVUS BUSINESS ADVISORS**
- Offsite levy bylaws for when developers move into town in bigger centres - they set a levy on the services and developers are forced to pay it. In consultation with our engineer, it would not be advised for a municipality of our size. If a developer is willing to do something in our town we should try to make it as easy as possible for them to do so.

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### MAIN STREET SIDEWALKS

Bob Hanewich, Town Engineer is consulting with the concrete contractor to see how the tripping hazards can be rectified. They will be coming to town soon to hopefully find a solution.

### EAST CENTRAL ALBERTA DESTINATION MARKETING

097.07.10.14

Administration did not receive a response from the organization regarding how they are assisting Killam in marketing our campsite.

**MOVED** by Clr. Krys that the Town of Killam not enter into an agreement with the East Central Destination Marketing Fund. **CARRIED**

### FORTIS ELECTRIC DIST. SYSTEM FRANCHISE AGREEMENT BYLAW

3<sup>RD</sup> READING

098.07.10.14

### BYLAW NO. 824, AUTHORIZING THE MAYOR AND THE CHIEF ADMINISTRATIVE OFFICER TO ENTER INTO AN AGREEMENT GRANTING FORTIS ALBERTA INC. THE RIGHT TO PROVIDE DISTRIBUTION ACCESS SERVICES WITHIN THE MUNICIPALITY.

First and second reading of this bylaw were given at the April 3, 2014 Regular Council Meeting.

**MOVED** by Clr. Krys to pass Third Reading of Bylaw No. 824, authorizing the Mayor and CAO to enter into an agreement with Fortis Alberta Inc.

**CARRIED**

### MCRAE LANDS – WATER MAIN INSTALLATION

099.07.10.14

A copy of the Request for Decision regarding the water main installation on the McRae lands is hereto attached and forms a part of the minutes.

**MOVED** by Clr. Gordon that Town of Killam approves Select Engineering's recommendation to extend the Water Main line all the way to the south west intersection of the McRae Subdivision at a cost of \$64,016.46 to be funded through MSI Capital, further this was the original quote for the service.

**CARRIED**

Council requested administration to ensure that the sewer service for future development is not required in the road allowance. This would ensure that the road would not need to be dug up in the future to accommodate sewer services.

### LAND ISSUE IN-CAMERA

CAO Borgel requested that the meeting go in-camera to discuss a land issue.

**MOVED** by Clr. Grove to go in-camera at 7:25pm.

**MOVED** by Clr. Gordon to reconvene at 7:31pm.

### NEW BUSINESS

### SUBDIVISION APPLICATION

Plan 032 4375,  
Blk 16, Lot 6

A copy of the letter from West Central Planning Agency with a draft approval letter for the proposed subdivision at Plan 0324375, Block 16, Lot 6 is hereto attached and forms a part of the minutes.

**SUBDIVISION  
APPLICATION  
(CONT)**

100.07.10.14

**MOVED** by Clr. Grove to accept the proposed subdivision with the following conditions:

1. The applicant is to engage an Alberta Land Surveyor to prepare a plan of survey as shown on the attached West Central Planning Agency subdivision drawing dated May 22, 2014 for registration at Land Titles Office:
2. The applicant is to apply to rezone this property to R1 or R3 under the Town of Killam Land Use Bylaw 809. This rezoning must be approved before registration of this subdivision approval.
3. The applicant is to supply municipal utilities necessary to serve the proposed lots and these standards must be up to the satisfaction of the Town of Killam.
4. The applicant is to make arrangements with the gas and electricity utility to provide service to the lots and any necessary easements.
5. The Town will not require developers to provide municipal reserves as the land being subdivided covers less than 2 acres.
6. The applicant is to pay an endorsement fee of \$400 to West Central Planning Agency.

**CARRIED**

**REQUEST FOR  
SPONSORSHIP –  
THUNDER GIRLS  
BALL**

101.07.10.14

A copy of the Thunder Girls Ball Team Request for Decision is hereto attached and forms a part of the minutes.

**MOVED** by Clr. Krys to provide the Thunder Girls Ball Team with 200 small, plastic bags with Town of Killam logo for trading at their Western Canadian Final Tournament at a cost to the town of \$158.00.

**CARRIED**

**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.**

**BYLAW 827  
1<sup>ST</sup> READING  
102.07.10.14**

**MOVED** by Clr. Gordon to accept First Reading of Bylaw 827, amending the Land Use Bylaw 809 to include duplex as a permitted use in Residential Multi-Family (R3) District.

**CARRIED**

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### **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** **1<sup>ST</sup> READING** 103.07.10.14

**MOVED** by Clr. Gordon to accept First Reading of Bylaw 828, amending the Land Use Bylaw 809 by changing the Land Use District of Plan 0324375, Block 16, Lot 6 from Insitutional (I) to Residential Multi-Family (R3) District.

**CARRIED**

### **PUBLIC HEARING** **DATE**

Town of Killam Council set the date for a Public Hearing for both of the above-mentioned amendments for Thursday, August 7, 2014 at 6:30 p.m. in the Town of Killam Council Chambers.

### **TOWN OFFICE** **ROOF REPAIRS**

A copy of three different quotes for Town Office Roof Repairs is hereto attached and forms a part of the minutes. One quote is to replace the flat roof with a flat roof and the other 2 are to replace it with a sloped roof.

Town Council deferred the decision until further information can be supplied including:

- 2 more quotes if possible
- Time line of when repairs can be completed for all contractors
- Quotes for furnace and air conditioning replacement
- Quotes to have electrical analyzed and replaced/repared if necessary
- Quotes to have addition on front of building constructed

### **TOWN OF KILLAM** **CAMPGROUND** **SERVICES**

Michels Canada has agreed to provide all the labor at no cost to the town to put sewer services into the campground and extend the water line to those lots without water services if the Town will cover the cost of materials. This would give the campground 16 full serviced sites.

104.07.10.14

**MOVED** by Clr. Krys to purchase the materials to have 16 full serviced sites in the Town of Killam Campground at a cost of \$4,300 and further to allow Michels Canada to provide the labor at no cost to the Town.

**CARRIED**

### **WALKING TRAIL**

Clr. Kinzer brought concerns forth for the walking trail through Heritage Park. There are weeds and suckers come up through the pavement. Also concerns with overgrown shrub beds along the trail.

Administration will raise concerns with Public Works/Parks staff.

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### LABOUR ISSUE IN-CAMERA

Deputy Mayor McDermott requested that the meeting go in-camera to discuss a labor issue and requested CAO Borgel to leave the Council Chambers.

*CAO Borgel exited Council Chambers at 8:30 p.m.*

**MOVED** by Clr. Krys to go in-camera at 8:30pm.

**MOVED** by Clr. Gordon to reconvene at 8:33pm.

*CAO Borgel re-entered Council Chambers at 8:33 p.m.*

### CORRESPONDANCE

1. **Go East of Edmonton** - announcement of receiving an Alberta Community Initiatives Project Grant in the amount of \$35,145.
2. **Battle River School Division #31** – news release for June 16, 2014
3. **Town of Sedgewick** – Fire Services Agreement letter regarding recommended changes.
4. **Alberta Municipal Affairs** – A letter confirming that we have met all reporting requirements for MSI Capital. Also attached is the 2013 Certification Summary Report.
5. **Leon Benoit, MP** - letter requesting input regarding the 2015 Federal Budget process, deadline for submission is August 6, 2014.
6. **ESRD Alberta Community Resilience Program** - guidelines and application forms, a program which will provide grants to municipalities for the design and construction of projects that protect critical municipal infrastructure from flood and drought.
7. **Flagstaff Carving Club** - requesting that TOK contribute \$801.38 to pay for electrical upgrades that were needed to accommodate tools, as well as lighting updates.

### FLAGSTAFF CARVING REQUEST FOR FUNDING

105.07.10.14

**MOVED** by Clr. Krys to deny the request from Flagstaff Carving Club to cover the costs of electrical upgrades to the Scout Hut in the amount of \$801.38.

**CARRIED**

8. **Alberta Development Officers Association** - 2014 Conference will be held September 28 – October 1, 2014 in Canmore and is looking for sponsorships.
9. **United Steelworkers** - launching a campaign to encourage provincial, territorial and federal governments to work together to ensure responsibility for workplace deaths is taken seriously. Request for Council to pass resolution in support.
10. **Alberta Recreation and Parks Association** - (ARPA) Conference and Energize Workshop will be held from October 23 – 25, 2014 at the Fairmont Jasper Park Lodge. Early Bird registration prior to September 26.

**CORRESPONDENCE**

**ACKNOWLEDGED**

106.07.10.14

**MOVED** by Clr. Gordon to accept the correspondence for July 10, 2014 as information. **CARRIED**

**COUNCIL COMMITTEE REPORTS**

**Mayor James**

**a) Mayors Report to Council**

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

**b) Battle River Alliance for Economic Development (BRAED)**

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

**Clr. Gordon**

**a) FFCS – Letter request**

A copy of the letter FFCS is requesting each Town and Village send to the RCMP regarding staffing concerns is attached.

More information has been obtained since this request and the letter is no longer necessary:

- Staff shortage of 550 in Alberta
- Other areas are in more need
- Have 2 more coming to Killam detachment in July
- AUMA is lobbying on our behalf

**b) Childcare Information Forum**

A copy of Clr. Gordon's report to Council is hereto attached and forms a part of the minutes.

**Clr. McDermott**

Copies of Clr. McDermott's reports for Council are hereto attached and form a part of the minutes.

**a) Yellowhead East Central Advisory Committee Report**

**b) Childcare Information Forum**

**c) Killam Public Library**

**Clr. Eskra**

**a) Emergency Services Committee**

A copy of the minutes from the Emergency Services Committee Meeting, held on June 24, 2014, are hereto attached and form a part of these minutes.

**Clr. Kinzer**

**a) Flagstaff Community Medical Recruitment & Retention Committee**

A copy of the minutes from the Flagstaff Community Medical Recruitment & Retention Committee Meeting, held on April 14, 2014 are hereto attached and form a part of these minutes.

**Clr. Grove**

Copies of Clr. Grove's reports for Council are hereto attached and form a part of the minutes.

- a) Flagstaff Waste Management**
- b) North Saskatchewan Region Planning Day**

**COMMITTEE REPORTS**

- ACTION ITEMS** A copy of the June 12, 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.
- PUBLIC WORKS REPORT** A copy of the June 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 May are hereto attached and form a part of the minutes.
- TOWN OF KILLAM**
- a) Town of Killam (May)**
    - i) Balance Sheet**
    - ii) Income Statement**

**MOVED** by Clr. Krys to adopt the May 2014 Town of Killam Balance Sheet and Income Statement. **CARRIED**

  - iii) Reconciliation Sheets**
- MOVED** by Clr. Gordon to adopt the May 2014 Reconciliation Sheets for BRCU Payroll and ATB Utilities accounts. **CARRIED**

**FINANCIAL  
STATEMENTS  
(CONT)  
REC BOARD**

**b) Recreation Board (May)**

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

**MOVED** by Clr. Grove to adopt the May 2014 Recreation Board Balance Sheet and Income Statement. **CARRIED**

**iii) Reconciliation Sheets**

**MOVED** by Clr. Krys to adopt the May 2014 Reconciliation Sheets for the Recreation Board's ATB General and ATB Payroll accounts. **CARRIED**

**BOARDS**

**c) Boards**

**i) Killam Public Library (May)**

**MOVED** by Clr. McDermott to adopt the May 2014 Killam Public Library account reconciliations. **CARRIED**

**ii) Sedgewick Killam Natural Gas System (May)**

**MOVED** by Clr. Grove to adopt the May 2014 Sedgewick Killam Natural Gas System account reconciliations. **CARRIED**

**ADJOURNMENT**

The meeting was adjourned at 9:34 p.m.

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Chief Administrative Officer**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Date**