

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, November 20, 2014 commencing at 7:00pm.

PRESENT	Bud James Brenda McDermott Brenda Grove Diane Gordon Rick Kryz Kim Borgel	Mayor Deputy Mayor Councillor Councillor Councillor CAO
ABSENT	Clr. Carol Kinzer and Clr. Darcy Eskra were absent with regrets.	
CALL TO ORDER	Mayor James called the meeting to order at 7:20pm.	
AGENDA	MOVED by Clr. Gordon to accept the Agenda of the November 20, 2014 regular Council Meeting. CARRIED	
<u>MEETING MINUTES</u>		
REGULAR MTG MINUTES OCT 16, 2014	MOVED by Clr. Gordon to accept the minutes of the October 16, 2014 Regular Council Meeting. CARRIED	
ORG. MTG MINUTES OCT 16, 2014	MOVED by Clr. McDermott to accept the minutes of the October 16, 2014 Organizational Meeting. CARRIED	
<u>UNFINISHED BUSINESS</u>		
ATB FINANCIAL	A copy of the letter received from the ATB Financial regarding this year's Moonlight Madness is attached and forms a part of these minutes. Administration will donate balloons and tattoos for the kids' packages from Santa.	
OPPORTUNITY DEVELOPMENT COOPERATIVE	Council discussed the Opportunity Development Co-operative event that was held on November 3, 2014. Administration will put together a questionnaire to see what kind of interest there is and what the next steps may be. An organizational meeting will be held sometime in January/February.	
ADULT HOUSING SUBDIVISION	Bylaw 828 – Land Use Bylaw Amendment was given First Reading. The Bylaw will be addressed after the Opportunity Development Cooperative questionnaire is complete.	

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NEW BUSINESS

TOWN OF KILLAM SALARY GRID

A copy of the proposed Town of Killam Salary Grid is hereto attached and forms a part of the minutes.

155.11.20.14

MOVED by Clr. Krys to accept the proposed Town of Killam Salary Grid with an overall increase of 8.14%, further this will bring Town of Killam salaries close to the average for municipalities of our size. **CARRIED**

TOWN OF KILLAM CAMPGROUND RATES

A copy of a listing of campground rates in the Flagstaff area is hereto attached and forms a part of the minutes.

156.11.20.14

MOVED by Clr. Krys to approve the new campground rates effective January 1, 2015: Full Service Sites - \$35/night; \$750/month and No Service Sites - \$20/night and \$400/month. **CARRIED**

BYLAW 816C – UTILITY RATES

Deferred until later in the meeting after discussion on the Flagstaff Regional Solid Waste 2015 proposed budget.

COUNCIL MEETING DATES

157.11.20.14

MOVED by Clr. McDermott that the Regular Council Meetings on December 3 and 18 are cancelled and only one meeting will be held in December on December 11, 2014, and further January 1 Council Meeting is cancelled and only one meeting will be held in January on January 15, 2015. **CARRIED**

SAFETY CODES SERVICES AGREEMENT & FEE SCHEDULE

158.11.20.14

A copy of the proposed Safety Codes Services Agreement and Fee Schedule are hereto attached and form a part of the minutes.

MOVED by Clr. Gordon to approve the Safety Codes Services Agreement and Fee Schedule as presented. **CARRIED**

FLAGSTAFF REGION JOINT QMP

159.11.20.14

A copy of the proposed Flagstaff Region Joint Quality Management Plan is hereto attached and forms a part of the minutes.

MOVED by Clr. McDermott to approve the Flagstaff Region Joint Quality Management Plan as presented. **CARRIED**

CORRESPONDANCE

1. **Wainwright & District Business Partnership** invitation to attend the second Annual Earn Business Partnership Christmas Luncheon on November 26 in Wainwright. FILED
Should any of Council wish to attend, they are to let Administration know.
Mayor James is attending on behalf of BRAED.

2. **Battle River Watershed Alliance** Annual Funding Request – contribution is 50 cents per capita or \$490.50 for the Town of Killam. FILED

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BATTLE RIVER WATERSHED

FUNDING REQUEST 160.11.20.14

MOVED by Clr. McDermott to approve the Battle River Watershed funding request of 50 cents per capita or \$490.50 for the Town of Killam. **CARRIED**

3. **Lougheed Arena** Exploring the opportunity to turn their arena into a field house. FILED

FARM SAFETY FUNDING REQUEST 161.11.20.14

4. **Farm Safety Centre** Funding Request – Requesting a contribution of \$300 in support of the Safety Smarts Program for the 2014-15 school year. FILED

MOVED by Clr. McDermott to contribute \$300 in support of the Safety Smart Program for 2014-15 school year. **CARRIED**

5. **Battle River Alliance for Economic Development** Invitation to attend their annual Meet and Greet on November 13, 2014 in Forestburg. RSVP by Nov. 4, 2014. FILED

6. **Flagstaff Christmas Sharing** Information on the annual Flagstaff Christmas Sharing Program and the Adopt a Family Program. FILED

Council will adopt a family once again this year with each member contributing personally.

7. **Go East of Edmonton Advertising Campaign** Request for the Town of Killam to participate in their brochure advertising again this year. FILED

8. **Village of Forestburg - FIP Managing Partner Position** Letter regarding Forestburg's reluctance to continue as the FIP Managing Partner. FILED

9. **Town of Sedgewick**

a) **Flagstaff Regional Solid Waste Management 2015 Budget** – Sedgewick rejected budget proposing a 6% increase and request a budget with full recovery for landfill and the revenue being used to subsidize the landfill be put to reserves for landfill expansion. Further recommending closure of Sedgewick Transfer Site. FILED

b) **All Hazards Mutual Aid Agreement** – changes in the Town of Sedgewick's rates. FILED

c) **Flagstaff Family & Community Services 2015 Budget** – Approval of the proposed budget as presented. FILED

10. **Village of Alliance** – Letter to Waste Management regarding the Closing of Transfer Sites. They are in favor of closing some sites; however they feel that Alliance and Daysland should be the central sites to remain open. FILED

11. **Village of Heisler – 2015 Flagstaff Family & Community Services** – Approval of the 2015 budget as presented. FILED

12. **Killam Chamber of Commerce** – Minutes from the November 4, 2014 Chamber Meeting. FILED

13. **Ports to Plains Alliance** – Welcoming Killam to their membership through BRAED and does not cost us anything. Killam's contact information can now be found on their website. FILED

14. **Battle River School Division** – Highlights from their November 13 Board of Trustees Meeting. FILED

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15. **Municipal Planning Services** – Notification of subdivision in Flagstaff County (Viterra Inc. is the applicant). FILED

16. **Village of Galahad – 2015 Flagstaff Regional Solid Waste Management** – Approval of the 2015 budget as presented. FILED

CORRESPONDENCE ACKNOWLEDGED

162.11.20.14

MOVED by Clr. Grove to accept the correspondence for November 20, 2014 as information. **CARRIED**

COUNCIL COMMITTEE REPORTS

1. Mayor James

A copy of Mayor James' written report for the month of October is attached hereto and forms a part of these minutes.

Town Council will host the Killam Community Hall Society's Annual General Meeting on January 28, 2015.

2. Clr. Gordon

A copy of Clr. Gordon's written reports for the following committee meetings are hereto attached and form a part of the minutes.

- a) **Killam Adult Housing Annual General Meeting** (October 20, 2014)
- b) **Flagstaff Medical Recruitment & Retention Committee** (Nov. 3, 2014)

3. Clr. Grove

Copies of the reports prepared by Clr. Grove are hereto attached and form a part of the minutes.

- c) **Flagstaff Solid Waste Management Board** (October 27, 2014)

FLAGSTAFF WASTE 2015 BUDGET

163.11.20.14

MOVED by Clr. Gordon to approve the proposed 2015 Flagstaff Regional Solid Waste Management Budget which results in a 5.25% increase to the Town of Killam requisition, for a total requisition for 2015 of \$150,397.54. **CARRIED**

BYLAW 816C UTILITY RATES

A draft copy of Bylaw 816C, Utility Rates Bylaw for the Town of Killam, is hereto attached and forms a part of the minutes.

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 SERVICE IN THE TOWN.

1ST READING

164.11.20.14

MOVED by Clr. Kryz to accept First Reading of Bylaw 816C, Utility Rates Bylaw to increase the garbage rates to \$31.00/month and the Gas Service Charge to \$20.00/month. **CARRIED**

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2ND READING

165.11.20.14

MOVED by Clr. Gordon to accept Second Reading of Bylaw 816C, Utility Rates Bylaw to increase the garbage rates to \$31.00/month and the Gas Service Charge to \$20.00/month. **CARRIED**

SUBMIT FOR 3RD READING

166.11.20.14

MOVED by Clr. Grove to submit Bylaw 816C, Utility Rates Bylaw to increase the garbage rates to \$31.00/month and the Gas Service Charge to \$20.00/month, for Third Reading. **CARRIED UNANIMOUSLY**

3RD & FINAL READING

167.11.20.14

MOVED by Clr. McDermott to accept Third and Final Reading of Bylaw 816C, Utility Rates Bylaw to increase the garbage rates to \$31.00/month and the Gas Service Charge to \$20.00/month. **CARRIED**

d) Community Advisory Committee (November 10, 2014 Meeting)

e) Killam Chamber of Commerce (November 4, 2014 Meeting)

4. Clr. McDermott

f) Killam Public Library

A copy of Killam Public Library 2015 proposed budget is hereto attached and form a part of the minutes.

KILLAM PUBLIC LIBRARY 2015 BUDGET

168.11.20.14

MOVED by Clr. McDermott to approve the proposed 2015 Killam Public Library Budget which results in \$13,000 Town of Killam requisition. **CARRIED**

5. Clr. Krys

A copy of Clr. Krys' written reports for the following committee meeting is hereto attached and form a part of the minutes.

g) Killam Recreation Board

 (November 17, 2014 Meeting)

MOVED by Clr. Krys to accept the Killam Recreation Board's recommendation to enter into a 3 year lease for the indoor playground space with the Parents For Fun in Flagstaff Group at a lease rate of \$375/month. **CARRIED**

PFFF – LEASE AGREEMENT

169.11.20.14

Request to use bowling alley space for a daycare will be made directly to both the Recreation Board and the Killam Ag Society. The childcare committee will be asked to attend a meeting with both organizations.

A copy of the proposed job descriptions for the Agriplex Coordinator, Arena & Facility Maintenance Manager (new position), Head Lifeguard/Instructor, Senior Lifeguard/Instructor, Junior Lifeguard/Instructor, Arena Attendant and Junior Arena Attendant are hereto attached and form a part of the minutes.

RECREATION JOB DESCRIPTIONS

170.11.20.14

MOVED by Clr. Krys to approve the Job descriptions for the Agriplex Coordinator, Arena & Facility Maintenance Manager (new position), Senior Lifeguard/Instructor, Junior Lifeguard/Instructor, Arena Attendant and Junior Arena Attendant as presented, further that the Head Lifeguard/Instructor Position be eliminated. **CARRIED**

Town Council reviewed the proposed Killam Recreation Board Salary Grid and proposed 2015 Killam Recreation Board Budget and asked administration and Killam Recreation Board to revisit both of these items.

COMMITTEE REPORTS

ACTION ITEMS

A copy of the October 16, 2014 Action Items List is hereto attached and forms a part of the minutes.

CAO REPORT

A copy of CAO Borgel's report highlighting activities during the month of November 2014 is hereto attached and forms a part of the minutes.

PUBLIC WORKS REPORT

A copy of the November 2014 Public Works Report is hereto attached and forms a part of the minutes.

COMMUNITY SERVICES REPORT

A copy of the Director of Community Services report for November 2014 is hereto attached and forms a part of the minutes.

FINANCIAL STATEMENTS

Copies of the financial reconciliation reports for the month of October 2014 are hereto attached and form a part of the minutes.

TOWN OF KILLAM

- a) Town of Killam (October)**
 - i) Balance Sheet
 - ii) Income Statement

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

- iii) Reconciliation Sheets

MOVED by Clr. Grove to adopt the October 2014 Reconciliation Sheets for BRCU General, Payroll and ATB Utilities accounts. **CARRIED**

RECREATION BOARD

- b) Recreation Board (October)**
 - i) Balance Sheet
 - ii) Income Statement

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

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iii) Reconciliation Sheets

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

BOARDS

c) Boards

i) Killam Public Library (October)

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

ii) Sedgewick Killam Natural Gas System (October)

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

ADJOURNMENT

The meeting was adjourned at 9:56 p.m.

Mayor

Chief Administrative Officer

Date

Date