

## 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, December 15, 2016 commencing at 7:00pm.

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

**CALL TO ORDER** Deputy Mayor McDermott called the meeting to order at 6:55pm.

**DELEGATION** Doug Griffiths, 13 Ways Inc. and Bob Coutts, FIP Chairperson presented an update of the progress that is being made related to the Regional Governance project. A copy of the slideshow presented to Council is hereto attached and forms a part of the minutes.

13 Ways Inc.  
FIP Chairman

*Mayor James entered the Council Chambers at 7:32pm, while Mr. Griffiths was reviewing the presentation.*

Following the presentation, Mr. Griffiths and Mr. Coutts were asked a number of questions which included:

- Concerns regarding continued employment of municipal staff.
- How messages are being relayed to the public, and their reaction to such.
- Best means of representation of the population within the county.

Up to date information can be found on [www.flagstaffunited.ca](http://www.flagstaffunited.ca).

Following the discussion, the Delegation exited Council Chambers at 8:04pm.

**AGENDA** **MOVED** by Clr. Grove to accept the Agenda of the December 15, 2016 regular Council meeting with the additions of two council reports:

- 6. Clr. Krys**
  - a) Flagstaff Regional Housing
  - b) Recreation Board

**CARRIED**

### MINUTES

**REGULAR COUNCIL  
MINUTES**  
NOV 17, 2016

**MOVED** by Clr. Krys to accept the regular Council meeting minutes for Thursday, November 17, 2016.

**CARRIED**

**JOINT IDP HEARING  
MINUTES**  
NOV 24, 2016

**MOVED** by Clr. Grove to accept the minutes for the Joint Intermunicipal Development Plan hearing meeting from November 24, 2016.

**CARRIED**

**UNFINISHED BUSINESS**

**BYLAW NO. 842  
INTERMUNICIPAL  
DEVELOPMENT**

A revised copy of Bylaw No. 842, Intermunicipal Development Plan between Flagstaff County and the Town of Killam, is hereto attached and forms a part of the minutes.

**BYLAW NO. 842, BEING A BYLAW TO ADOPT THE TOWN OF KILLAM AND  
FLAGSTAFF COUNTY INTER-MUNICIPAL DEVELOPMENT PLAN.**

*First Reading for Bylaw No. 842 was given October 19, 2016, by Resolution #212.10.19.16. Mayor James abstained from participation as he was not in attendance at the Joint Public Hearing held on November 24, 2016*

**2<sup>ND</sup> READING  
262.12.15.16**

**MOVED** by Clr. Krys to accept Second Reading of Bylaw No. 842, adopting an Intermunicipal development plan between Town of Killam and Flagstaff County. **CARRIED**

**3<sup>RD</sup> & FINAL  
READING  
263.12.15.16**

**MOVED** by Clr. Gordon to accept Third and Final Reading of Bylaw No. 842, Intermunicipal Development Plan between Town of Killam and Flagstaff County. **CARRIED**

**NEW BUSINESS**

**2017 TOK  
OPERATING  
BUDGET  
264.12.15.16**

A copy of the Request for Decision to determine the 2017 Town of Killam Operational Budget is hereto attached and forms a part of the minutes.

**MOVED** by Mayor James to follow recommendation and accept the 2016 Town of Killam Operating Budget as the 2017 Interim Operating Budget until such time that we receive notification from Flagstaff County regarding funding for the aquatic centre, the Killam & District Agricultural Society on funding from the Flagstaff County Recreation Grant, and the Province of Alberta regarding MSI Grant funding. **CARRIED**

**UPDATED TOK  
POLICIES  
A010 - A014**

A draft copy of updated Town of Killam policies including: A010 – Social Media, A011 – Recommendation for Decision, A012-Communications & Media Relations, A013 – Council Agenda and A014 – Electronic Equipment, is hereto attached and forms a part of the minutes.

**265.12.15.16**

**MOVED** by Clr. Gordon to accept the following updated Town of Killam Policies as presented:

- Policy A010 – Social Media,
- Policy A011 – Recommendation for Decision,
- Policy A012 - Communications & Media Relations,
- Policy A013 – Council Agenda and
- Policy A014 – Electronic Equipment

**CARRIED**

**UPDATED TOK PROCEDURES P001**  
266.12.15.16

A copy of Town of Killam Procedure P001 is hereto attached and forms a part of these minutes.

**MOVED** by Clr. Eskra to accept Town of Killam Procedure P001, Communications and Media Relations. **CARRIED**

**2017 BYLAW ENFORCEMENT CONTRACT**  
267.12.15.16

A draft copy of 2017 Bylaw Contract between the Town of Killam and NIC.212 Services is hereto attached and forms a part of the minutes.

**MOVED** by Mayor James to accept the contract as presented with NIC.212 Services for the 2017 bylaw enforcement services for the Town of Killam. **CARRIED**

**2017 FRSWM BUDGET**  
268.12.15.16

A copy of the proposed 2017 Flagstaff Regional Solid Waste Management budget is hereto attached and forms a part of the minutes.

**MOVED** by Mayor James to accept the proposed 2017 Flagstaff Regional Solid Waste Management budget, Killam’s requisition being \$144,905.94 (\$8,746.45 less than 2016). **CARRIED**

**CURBSIDE RECYCLING RFP**  
269.12.15.16

**MOVED** by Mayor James that Administration circulate a Request For Proposal to explore the costs of a curbside recycling program within the Town of Killam. **CARRIED**

**FIRE DEPARTMENT LABOUR CHARGES**  
270.12.15.16

A copy of the RFD regarding a miscellaneous fee paid to the Killam Fire Department is hereto attached and forms a part of the minutes.

**MOVED** by Mayor James that the Town of Killam discontinue a \$150 per call contribution to the Killam Fire Department as the Town of Killam annually contributes financially to the fire department through the operations budget. **CARRIED**

**CORRESPONDENCE**

- 1. Covenant Health – Killam Health Care Centre** – Notice that the Killam Health Centre Community Board will make a \$500 donation towards “Canada 150 – Killam Celebrates History” for plaques representing the Killam Ladies Auxilians and the Killam Health Centre.

Recommendation was made to have Administration request input from the Killam Historical Society regarding the funding shortfall from the Canada 150 granting program.

- 2. Parkland Regional Library Board** – Minutes from their Thursday, November 10, 2016 meeting.

3. **Town of Sedgewick – Regional Governance Working Sub Committee Appointment** – Notice that Perry Robinson has been appointed to represent Sedgewick.
4. **Town of Sedgewick – 2017 SKNGS Budget Approval** – Notice that the Town of Sedgewick accepted the SKNGS Budget as presented.
5. **Town of Sedgewick – 2017 Flagstaff Regional Solid Waste Management Budget** – Notice that the Town of Sedgewick approves the 2017 Waste Budget but does have concerns with the 4.5% overall wage increases.
6. **Town of Sedgewick – 2017 Flagstaff Family & Community Services Budget** – Notice that the Town of Sedgewick approves the 2017 Flagstaff Family & Community Services Budget.

**LETTER OF SUPPORT**  
FIP GRANT  
APPLICATION  
271.12.15.16

7. **FIP – Letter of request for support** of the FIP Committee’s ACP Grant Application for \$68,250 for the creation of a Flagstaff United Economic Development Plan.

**MOVED** by Clr. Eskra to forward a Letter of Support for the Flagstaff Intermunicipal Partnership committee’s ACP Grant Application for \$68,250 for the creation of the Flagstaff United Economic Development Plan. **CARRIED**

8. **Ogilve LLP – Alarie Asset Distribution** – correspondence stating that they have received 2 notices of objection in regards to the proposed distribution of funds.
9. **Killam & District Chamber of Commerce** – Minutes of their November 24, 2016 meeting.
10. **Town of Daysland – Flagstaff FCS 2017 Budget** – Letter advising that the Town of Daysland approved the 2017 FFCS Budget.
11. **Village of Heisler – Flagstaff Waste 2017 Budget** – Letter advising that the Village of Heisler approved the 2017 Flagstaff Regional Solid Waste Management 2017 Budget.
12. **Village of Heisler – 2017 FIP Budget** – Letter advising that the Village of Heisler approved the 2017 FIP Budget.
13. **Village of Heisler – FFCS 2017 Budget** – Letter advising that the Village of Heisler approved the 2017 FFCS Budget.
14. **Alberta Municipal Affairs – 2015 Capital Statement of Funding & Expenditures for MSI** – A copy of the summary regarding the SFE for MSI Capital as presented to AMA.
15. **Killam Fire Department – Invitation to their Service Recognition Celebration**– A copy of the invitation to the Killam Fire Department Service Recognition celebration on Friday, January 6, 2017. Please RSVP by Dec. 30, 2016.

**CORRESPONDENCE**

**ACKNOWLEDGED**

272.12.15.16

**MOVED** by Clr. Eskra to accept the correspondence for December 15, 2016 as information. **CARRIED**

**COUNCIL COMMITTEE REPORTS**

**1. Mayor James**

**a) Mayor's Report to Council – October and November**

A copy of Mayor James reports are hereto attached and forms a part of the minutes.

**b) Alberta Centre for Sustainable Rural Communities Advisor Council Mtg**

A copy of Mayor James report, as well as the previous minutes of a November, 2015 meeting for this organization, are hereto attached and forms a part of the minutes.

**c) Flagstaff Intermunicipal Partnership**

A copy of the 2017 proposed budget for the FIP committee is hereto attached and forms a part of the minutes.

**2017 FIP BUDGET**

273.12.15.16

**MOVED** by Mayor James to accept the 2017 Flagstaff Intermunicipal Partnership budget as presented, with Killam's portion being \$7681.87 for requisition and \$1250 for SCADA project participation, a total of \$8931.87. **CARRIED**

**2. Clr. Grove**

**a) Flagstaff Regional Solid Waste Management**

A copy of Clr. Grove's Flagstaff Regional Solid Waste Management report from the November 28, 2016 meeting as well as a copy of the proposed bylaw amendments are hereto attached and forms a part of the minutes.

**TOK**

**REPRESENTATIVE**

274.12.15.16

**MOVED** by Mayor James that Clr. Grove be appointed as representative of the Town of Killam for the upcoming Flagstaff Regional Solid Waste Management bylaw review. **CARRIED**

**FRSWM BYLAW**

**REVIEW**

275.12.15.16

**MOVED** by Mayor James to support the updated bylaws as presented on behalf of Flagstaff Regional Solid Waste Management. **CARRIED**

**b) Flagstaff Emergency Services Committee**

A copy of the report prepared by Clr. Grove highlighting the November 29, 2016 Flagstaff Emergency Services Committee meeting is hereto attached and forms a part of the minutes.

**3. Clr. Gordon**

**a) Medical Recruitment & Retention**

A copy of Clr. Gordon's report highlighting the Flagstaff Community Medical Recruitment & Retention Committee meeting held November 18, 2016 is hereto attached and forms a part of the minutes.

**4. Clr. Eskra**

**a) Veteran's Memorial Highway Committee**

A copy of the report submitted by Clr. Eskra with details of the Veterans Memorial Highway Association, Central Zone meeting held December 2, 2016 is hereto attached and forms a part of the minutes.

**5. Clr. McDermott**

**a) Flagstaff Intermunicipal Partnership Committee**

A copy of the report prepared by Clr. McDermott with information shared at the FIP meeting held on December 5, 2016 is hereto attached and forms a part of the minutes.

**6. Clr. Krys**

**a) Flagstaff Regional Housing Committee**

Clr. Krys reported that all was running well with the facilities. The Bethany Group continues to manage the properties and this year the communities are requisitioned approximately \$14,969 less than the previous year. In addition, Clr. Krys will once again hold the Chair position for this committee in the upcoming year.

**b) Killam Recreation Board**

Clr. Krys shared with Council that the recent decision from Flagstaff County to not fund the Flagstaff Regional Aquatic Centre independently was discussed at length with the members of the Recreation Board at their recent meeting. A future meeting will be held on January 9, 2017 to discuss budget alternatives.

**2017 BUDGETING  
OPTIONS**

276.12.15.16

**MOVED** by Mayor James that Administration review the Recreation budget and town requisition for 2017 and, working with the Recreation Board, provide a number of funding options with various alternatives, one option showing a significant reduction in the overall requisition from the Town.

**CARRIED**

The Strategic Planning Workshop that was held in November with the Recreation Board was very positive and Clr. Krys was satisfied with the results. The Recreation Board will be recommending that the Killam & District Agricultural Society consider hosting such a workshop for their members.

*Mayor James exited Council Chambers at 9:35pm.*

**COMMITTEE REPORTS**

- ACTION ITEMS** A copy of the November 17, 2016 Action Items List is hereto attached and forms a part of the minutes.
- CAO REPORT** A copy of CAO Borgel’s report to Council for December 15, 2016 is hereto attached and forms a part of the minutes.
- DIRECTOR OF COMMUNITY SERVICES REPORT** A copy of the Director of Community Services, C. Sutter’s report to Council, for the month of December, 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 (October)**
- i) Balance Sheet
  - ii) Income Statement
  - iii) Reconciliation Sheets
- 277.12.15.16 **MOVED** by Clr. Eskra to adopt the 2016 October Balance Sheet, Income Statement and reconciliation reports for the Town of Killam accounts. **CARRIED**
- RECREATION BOARD** **b) Recreation Board (October)**
- i) Balance Sheet
  - ii) Income Statement
  - iii) Reconciliation Sheets
- 278.12.15.16 **MOVED** by Clr. Gordon to adopt the 2016 October Killam Recreation Board Balance Sheet, Income Statement and reconciliation reports. **CARRIED**
- BOARDS** **c) Boards**
- i) Killam Public Library (October)**
- 279.12.15.16 **MOVED** by Clr. Kinzer to adopt the 2016 October Killam Public Library account reconciliation. **CARRIED**
- ii) Sedgewick Killam Natural Gas System (October)**
- 280.12.15.16 **MOVED** by Clr. Kinzer to adopt the 2016 October Sedgewick Killam Natural Gas System account reconciliations. **CARRIED**
- ADJOURNMENT** Deputy Mayor McDermott adjourned the regular Council Meeting at 9:49pm.

\_\_\_\_\_  
Deputy Mayor

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date