

Town of Killam Regular Council Meeting

11

Minutes of the regular Council meeting held in Council Chambers of the Town Office, Killam, Alberta, on Thursday, February 16, 2017 commencing at 7:00pm.

PRESENT	Bud James Brenda Grove Diane Gordon Carol Kinzer Rick Krys Kim Borgel Darlene Gotobed	Mayor Councillor Councillor Councillor Councillor CAO Recording Secretary
ABSENT	Clr. McDermott and Clr. Eskra were absent with regret.	
CALL TO ORDER	Mayor James called the meeting to order at 7:00pm.	
AGENDA	MOVED by Clr. Krys to accept the Agenda of the February 16, 2017 regular Council meeting with the addition of: <u>NEW BUSINESS</u> 9. In Camera – Personnel CARRIED	
DISMISSAL OF DISQUALIFICATION ESKRA & MCDERMOTT	As per the Municipal Government Act, Section 174 (1) (d), stating a councillor is disqualified from council if the councillor is absent from all regular council meetings held during any period of 8 consecutive weeks, starting with the date that the first meeting is missed.	
020.02.16.17	MOVED by Clr. Gordon to excuse the absence of Clr. Eskra and Clr. McDermott for the February 16, 2017 regular council meeting, thereby dismissing their disqualification. CARRIED	
REGULAR COUNCIL MINUTES JAN 26, 2017	<u>MINUTES</u> MOVED by Clr. Grove to accept the regular Council meeting minutes for Thursday, January 26, 2017 with clarification made to: Resolution # 011.01.26.17 "... accept recommendation for the Killam Recreation Board to increase the swimming lesson rates as of February 1, 2017 to the following: - ½ hour class <u>sessions</u> increased to \$50 from \$45 - ¾ hour class <u>sessions</u> increased to \$55 from \$47 - 1 hour class <u>sessions</u> increased to \$60 from \$50" Resolution # 015.01.26.17 "...to accept recommendation of the Killam Recreation Board to approve costs of the renovations for the gym space for a total of \$32,844 (\$8,000 2016 budgeted, \$8,800 from first year revenue, and up to \$20,000 from projected 2015 surplus);..." CARRIED	

UNFINISHED BUSINESS

CANADA 150

Discussion was brought back to determine if there was interest in holding an event in recognition of Canada's 150.

021.02.16.17

MOVED by Clr. Kinzer to host a barbeque and cake event on Main Street on Thursday, June 15, 2017, to recognize Canada's 150 Anniversary. **CARRIED**

**BYLAW NO. 844
ELECTED OFFICIALS**

A copy of draft Bylaw No. 844, Elected Officials Bylaw, recommending a reduction in the number of Council representatives from 7 to 5, is hereto attached and forms a part of the minutes.

BYLAW NO. 844, BEING A BYLAW OF THE TOWN OF KILLAM IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF PROVIDING FOR THE NUMBER OF COUNCILLORS AND THE ELECTION OF THE CHIEF ELECTED OFFICIAL (MAYOR).

First Reading for Bylaw No. 844, Number of Elected Officials, was given on Thursday, January 26, 2017.

2ND READING

022.02.16.17

MOVED by Clr. Kryz to accept Second Reading of Bylaw No. 844, Elected Officials Bylaw. **CARRIED**

Discussion to consider having the Mayor's position as one of the general 5 elected positions, and then be appointed by the Council members ensued.

**AMENDMENT
APPOINTING CEO**

023.02.16.17

DEFEATED

MOVED by Clr. Gordon to have Bylaw No. 844, Elected Officials Bylaw, amended to state that the position of the Chief Elected Official (Mayor) be appointed by members within Council. Voting: 2 In Favor

3 Opposed **DEFEATED**

**3RD & FINAL
READING**

024.02.16.17

MOVED by Clr. Kryz to accept Third and Final Reading of Bylaw No. 844, Elected Officials Bylaw. **CARRIED**

**BRK HOST
PROVINCIAL
TOURNAMENT**

A copy of the sponsorship letter from Battle River Knights Minor Hockey Association, requesting support for the Atoms Girls Provincial Tournament that will be hosted on March 17-19, 2017.

025.02.16.17

MOVED by Mayor James to support the Atoms Girls Provincial Tournament, hosted by Battle River Knights Minor Hockey Association, by sponsoring \$500. **CARRIED**

**BYLAW NO. 840
ROAD CLOSURE**

A copy of Bylaw No. 840, authorizing the closure of the portion of the road identified as 58th Street from 50th Avenue to 51A Avenue, is hereto attached and forms a part of the minutes.

Due to misinterpretation of the process required for the formal adoption of Bylaw No. 840, readings accepted in October, 2016 are to be rescinded until approval from the Minister of Transportation has been received regarding this bylaw.

**2ND & 3RD
READINGS
REPEALED**

026.02.16.17

MOVED by Clr. Krys to rescind Resolutions #210.10.19.16 and #211.10.19.16, being Second and Third Reading for Bylaw No. 840 as approved on October 19, 2016. **CARRIED**

**BYLAW NO. 840
ROAD CLOSURE**

Clr. Gordon abstained from voting as she was absent from the initial discussion and public hearing held regarding this issue.

**2ND READING
027.02.16.17**

MOVED by Clr. Grove to accept Second Reading of Bylaw No. 840, authorizing closure of a public road within the Town of Killam. **CARRIED**

**3RD & FINAL
READING
028.02.16.17**

MOVED by Clr. Grove to accept Third and Final Reading of Bylaw No. 840, authorizing closure of a public road within the Town of Killam.

CARRIED

NEW BUSINESS

**BYLAW NO. 845
UTILITY PENALTIES
BYLAW**

A copy of draft Bylaw No. 845, Utilities Penalty Bylaw, providing provision for levying and collection of certain penalty rates, is hereto attached and forms a part of the minutes.

BYLAW NO. 845, BEING A BYLAW OF THE TOWN OF KILLAM IN THE PROVINCE OF ALBERTA TO PROVIDE FOR PENALTY RATES ON OUTSTANDING UTILITY ACCOUNTS.

**1ST READING
029.02.16.17**

MOVED by Clr. Krys to accept First Reading of Bylaw No. 845, Utility Penalties Bylaw. **CARRIED**

**2ND READING
030.02.16.17**

MOVED by Clr. Gordon to accept Second Reading of Bylaw No. 845, Utility Penalties Bylaw. **CARRIED**

**SUBMIT FOR THIRD
READING**

031.02.16.17

MOVED by Clr. Krys to submit Bylaw No. 845, Utility Penalties Bylaw, for Third and Final Reading. **CARRIED UNANIMOUSLY**

**3RD & FINAL
READING**

032.02.16.17

MOVED by Clr. Gordon to accept Third and Final Reading of Bylaw No. 845, Utility Penalties Bylaw. **CARRIED**

- UPDATED TOK POLICIES** Draft copies of Town of Killam policies including A000, A009 and B004, as well as the corresponding RFDs, are hereto attached and forms a part of the minutes.
- POLICY A000 – POLICY DEVELOPMENT**
033.02.16.17 **MOVED** by Clr. Grove to accept the amended Town of Killam Policy A000, which now includes a timeframe in which policies are to be reviewed, as recommended. **CARRIED**
- POLICY A009 – CHARITABLE DONATIONS**
034.02.16.17 **MOVED** by Clr. Krys to accept Town of Killam Policy A009 – Charitable Donations and Solicitations, with amendment to include contribution to an annual Killam Public School Grade 8 Citizenship Award for \$25 as recommended. **CARRIED**
- POLICY B004 – ADMIN SERVICE FEES**
035.02.16.17 **MOVED** by Clr. Gordon to accept Town of Killam Policy B004 – Administration Service Fees, as presented. **CARRIED**
- OUTSTANDING ACCTOUNT**
#2060602
036.02.16.17 A copy of the RFD regarding an outstanding utility account is hereto attached and forms a part of the minutes.
MOVED by Clr. Krys to accept recommendation and have the outstanding balance of utility account #2060602, in the amount of \$1,011.58, transferred to the owners tax account. **CARRIED**
- MATURING GIC**
037.02.16.17 A copy of the RFD for a maturing GIC is hereto attached and forms a part of the minutes.
MOVED by Clr. Grove to have the funds from the maturing GIC, in the amount of \$34,993, deposited into the Town of Killam General Account. **CARRIED**
- 2017 - 2020 ASSESSMENT SERVICES CONTRACT**
038.02.16.17 A copy of the agreement for Assessment Services is hereto attached and forms a part of the minutes.
MOVED by Clr. Gordon to accept the agreement from Wainwright Assessment Group Ltd. for assessment services for a three year contract, beginning April 1, 2017 to March 31, 2020 with fees as follows:
2017 -18 - \$11,760 + GST
2018 -19 - \$11,880 + GST
2019 -20 - \$12,120 + GST **CARRIED**
- 2017 - 2020 PEACE OFFICER SERVICES** A copy of the agreement for Peace Officer Services is hereto attached and forms a part of the minutes.

CONTRACT

039.02.16.17

MOVED by Clr. Krys to accept the agreement provided by Flagstaff County for Peace Officer Services for a three year term, beginning March 1, 2017 until February 29, 2020; additionally, the Town of Killam will forward all revenue received from these services, to the County, on a quarterly basis.

CARRIED

**LAND &
PERSONNEL
ISSUE**

Proceedings moved in-camera to discuss a Land matter, followed by a Personnel issue.

IN-CAMERA
7:32PM

MOVED by Clr. Krys to go in camera at 7:32pm.

CARRIED

CAO Borgel and D. Gotobed were excused from Council Chambers at 7:38pm.

RECONVENE
7:48PM

MOVED by Clr. Grove to reconvene at 7:48pm.

CARRIED

DELEGATION
AUDITOR – B. KING

Mr. Brian King, Brian King Professional Corp, CAO Borgel and D. Gotobed entered Council Chambers at 7:50pm and Mr. King presented Mayor and Council with the 2016 Financial Review for the Town of Killam. A draft copy of the 2016 Town of Killam Financial Statement is hereto attached and forms a part of the minutes.

Mr. King responded to Council questions and clarified some of the changes made in his reporting process from previous years. Mr. King exited Council Chambers at 8:23pm.

CAO Borgel and D. Gotobed were once again excused from Council Chambers.

**PERSONNEL
ISSUE
IN-CAMERA**
8:24PM

Proceedings moved in-camera to complete discussion on a Personnel issue.

MOVED by Clr. Krys to go in camera at 8:24pm.

CARRIED

RECONVENE
8:31PM

MOVED by Clr. Gordon to reconvene at 8:31pm.

CARRIED

**2017 CAO WAGES
CONTRACT**

040.02.16.17

MOVED by Clr. Gordon that CAO Kimberly Borgel be paid \$100,000 per year, retroactive to January 1, 2017, an increase of \$5,000 in salary from 2016, as well as receive a \$2,500 performance bonus.

CARRIED

CORRESPONDENCE

- 1. Alarie Recap and Update – January 30, 2017** – A court hearing has been Scheduled for March 15 to determine the distribution of the ALARIE’s assets.

**NIGHTS ALIVE
MOVIE NIGHT**
041.02.16.17

2. **Nights Alive** – Request to use the land behind FFCS to host a movie night for teens on June 30, 2017 until approximately 11 p.m.

MOVED by Clr. Kinzer to recommend the proposed movie night hosted by Nights Alive on June 30, 2017, be held at Heritage Park. **CARRIED**

3. **Flagstaff County** – Killam Community Cemetery – Notice that the follow up form for the Cemetery Assistance Grant has been received.

**LITTLE FREE
LIBRARY**
042.02.16.17

4. **Killam Public Library** – Request to putting up a Little Free Library at sidewalk by Credit Union or in Heritage Park.

MOVED by Mayor James that the Little Free Library be permitted as long as permission is received from property owners and the Killam Public Library will be responsible for the maintenance and upkeep. **CARRIED**

5. **Killam Chamber of Commerce** Minutes from their Annual General Meeting held on February 1, 2017.

6. **Federation of Canadian Municipalities** – Municipal recommendations for the Federal Budget 2017.

7. **Forestburg Rank Riders 4-H Rodeo Club** – Request for sponsorship.

8. **Flagstaff Intermunicipal Partnership** – a copy of the letter FIP sent to the Alberta Electoral Boundaries Commission.

**VICTIM SERVICES
LETTER OF SUPPORT**
043.02.16.17

9. **Flagstaff Victims Services** – A letter requesting a letter of support for their application for funding to the Victims of Crime fund.

MOVED by Clr. Gordon to forward a letter of support to Flagstaff Victim Services for their funding application to the Victims of Crime Fund. **CARRIED**

**GIS ACCESS
STRATHCONA
COUNTY**
044.02.16.17

10. **Strathcona County** – Request to release GIS data to Strathcona County.

MOVED by Clr. Gordon to grant Strathcona County permission to access the GIS data from Alberta Health Services in order to respond to emergencies more efficiently. **CARRIED**

11. **West Central Planning Agency** – Notification of Subdivision of CP Lands within the Town of Killam.

**SILENT AUCTION
ITEM DONATED**
RED SERGE BALL
045.02.16.17

12. **Red Serge Ball Committee** – Invitation to attend the 10th annual event on March 11, 2017 as well as requesting a contribution to their silent or live auction.

MOVED by Clr. Krys to donate two Punch Cards to the Killam Regional Aquatic Centre for the 2017 Red Serge Ball Silent Auction. **CARRIED**

13. **Fortis Alberta – LED Streetlight Conversion Program update** – Fortis has applied to the AUC to have the streetlights replaced with LED and if approved we will see a reduction to our distribution charges by \$0.20/fixture/month.

MOVIE IN THE PARK

14. **Parent for Fun in Flagstaff – 8th Annual Move in the Park** – Invitation to submit a proposal to be the host community.

046.02.16.17

MOVED by Clr. Krys to submit an application this year to host the Parents for Fun in Flagstaff Movie in the Park event that will be held on Tuesday, August 22, 2017. **CARRIED**

15. **Alberta Municipal Affairs** – requesting submissions for the 16th Annual Minister’s Awards for Municipal Excellence.

SPIRIT OF HOCKEY DAY PROCLAIMED

16. **Battle River Knights Minor Hockey Association** – Request for Proclamation of True Spirit of Hockey Day on March 17, 2017 in conjunction with the Provincial Championship Tournament.

047.02.16.17

MOVED by Clr. Grove to proclaim March 17, 2017 “True Spirit of Hockey Day” in conjunction with the Provincial Championship Tournament hosted by the Battle River Knights Hockey Association. **CARRIED**

CORRESPONDENCE ACKNOWLEDGED

048.02.16.17

MOVED by Clr. Gordon to accept the correspondence for February 16, 2017 as information. **CARRIED**

COUNCIL COMMITTEE REPORTS

1. Clr. Grove

a) Community Advisory Committee

Clr. Grove wanted to confirm the priorities for the Town of Killam were as follows:

- Speed Zones
- Community safety regarding drug trafficking and distribution
- Community Awareness for the process of addressing illegal activities

b) Flagstaff Regional Solid Waste Management Committee

Copies of the Flagstaff Regional Solid Waste Management meeting minutes, for both the Board and regular meeting held on January 23, 2017, are hereto attached and form a part of the minutes.

c) Emergency Services

A copy of Clr. Groves report, as well as the minutes from the January 31, 2017 Emergency Services committee meeting, are hereto attached and form a part of the minutes.

During discussion, it was brought to the attention of Council that, should the

societies of the area Fire Departments use their own funds for the purchase of fire equipment, Flagstaff County will not reimburse the department for a portion of that purchase. Council voiced their concerns regarding this policy.

2. Clr. McDermott

2017 LIBRARY BUDGET

a) Killam Public Library

A copy of Clr. McDermott’s report from the recent Killam Public Library meeting is hereto attached and forms a part of the minutes.

049.02.16.17

MOVED by Clr. Gordon to accept the Killam Public Library 2017 budget as presented with the Town of Killam contribution to remain at \$13,000, as in previous years. **CARRIED**

COMMITTEE REPORTS

ACTION ITEMS

A copy of the January 26, 2017 Action Items List is hereto attached and forms a part of the minutes.

CAO REPORT

A copy of the February 16, 2017 CAO Report, prepared by K. Borgel, 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 February, 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 (January)

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

050.02.16.17

MOVED by Clr. Gordon to adopt the 2017 January Balance Sheet, Income Statement and reconciliation reports for the Town of Killam accounts. **CARRIED**

RECREATION BOARD

b) Recreation Board (January)

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

051.02.16.17

MOVED by Clr. Krys to adopt the 2017 January Killam Recreation Board Balance Sheet, Income Statement and reconciliation reports. **CARRIED**

BOARDS

d) Boards

LIBRARY

052.02.16.17

i) Killam Public Library (January)

MOVED by Clr. Grove to adopt the 2017 January Killam Public Library account reconciliation. **CARRIED**

SKNGS

053.02.16.17

ii) Sedgewick Killam Natural Gas System (January)

MOVED by Clr. Gordon to adopt the January 2017 Sedgewick Killam Natural Gas System account reconciliation. **CARRIED**

ADJOURNMENT

Mayor James adjourned the regular Council Meeting at 9:13pm.

Mayor

Chief Administrative Officer

Date

Date