

Town of Killam Regular Council Meeting

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Minutes of the regular Council meeting held in the Council Chambers of the Town Office, Killam, Alberta, on Thursday, January 21, 2016 commencing at 7:00pm.

PRESENT	Bud James Diane Gordon Brenda Grove Carol Kinzer Rick Krys Brenda McDermott Darlene Gotobed	Mayor Councillor Councillor Councillor Councillor Councillor Recording Secretary
ABSENT	Clr. Eskra was absent with regret.	
AGENDA	MOVED by Clr. Krys to accept the Agenda of the January 21, 2016 regular Council meeting as presented.	CARRIED
	<u>MINUTES</u>	
REG MTG MINUTES DEC 16, 2015	MOVED by Clr. McDermott to approve the regular meeting minutes of Council for Wednesday, December 16, 2015.	CARRIED
	<u>UNFINISHED BUSINESS</u>	
	No items of Unfinished Business were presented.	
	<u>NEW BUSINESS</u>	
2016 MSP UPDATED	A draft copy of the updated 2016 Municipal Sustainability Plan for the Town of Killam is hereto attached and forms a part of the minutes.	
001.01.21.16	MOVED by Clr. Krys to adopt the updated 2016 Town of Killam Municipal Sustainability Plan as presented.	CARRIED
2016 CIC APPLICATION RE: FEE	A copy of the RFD with details of the Community Improvement & Consolidation (CIC) application submitted for 5003-49 Street, Killam, AB, is hereto attached and form a part of the minutes.	
002.01.21.16	MOVED by Clr. Grove to approve the CIC application received from Les & Cheryl Fee for the property known as 5003-49 Street, Killam, AB, which would entitle them to property tax exemptions for the municipal portion issued by the Town of Killam as follows: 100% exemption in 2016, 50% exemption in 2017 and 33% exemption in 2018.	CARRIED
2016 CIC APPLICATION RE: LEWIS/BOLE	A copy of the RFD with details of the Community Improvement & Consolidation (CIC) application submitted for 4911-46 th Street, Killam, AB, is hereto attached and form a part of the minutes.	

Council asked that Administration defer this item to the February Council

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agenda, allowing time to confirm the dates/timeline that the Community Improvement and Consolidation Program would most benefit the owners of the property, as construction of the home is currently ongoing.

FLAGSTAFF WASTE MANAGEMENT Council reviewed a discussion had during the recent Council Retreat related to providing garbage and recycling services to the residents of Killam.

003.01.21.16 **MOVED** by Clr. Krys to forward a letter to Flagstaff Regional Solid Waste Management offering agreement to the closure of the Killam Transfer Site; however, in so doing, stipulation is to have Flagstaff Regional Solid Waste Management policy changed to establish a “user pay” system, ensuring that Killam will not be financially contributing to the future operation of other Transfer Sites *outside of our municipality*. **CARRIED**

Administration is requested to consult with communities who are utilizing neighborhood bins versus individual pick up for their garbage, to determine cost, effectiveness and satisfaction with this alternative.

BYLAW 797B
THE FIRE BYLAW A copy of draft Bylaw 797B, the Fire Bylaw, amending Schedule A to include cost of response to false alarms by the Fire Department, is hereto attached and forms a part of the minutes.

BYLAW 797B, BEING A BYLAW FOR THE TOWN OF KILLAM IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE PREVENTION, REGULATION AND CONTROL OF THE LIGHTING OF FIRES WITHIN THE TOWN OF KILLAM.

1ST READING

004.01.21.16 **MOVED** by Clr. McDermott to accept First Reading of Bylaw 797B, the Fire Bylaw which includes amendment to include cost of response to false alarms added to Schedule A. **CARRIED**

2ND READING

005.01.21.16 **MOVED** by Clr. Gordon to accept Second Reading of Bylaw 797B, the Fire Bylaw which includes amendment to include cost of response to false alarms added to Schedule A. **CARRIED**

SUBMIT FOR 3RD READING

006.01.21.16 **MOVED** by Clr. Krys to submit Bylaw 797B, the Fire Bylaw which includes amendment to include cost of response to false alarms added to Schedule A, for Third and Final Reading. **CARRIED UNANIMOUSLY**

3RD & FINAL READING

007.01.21.16 **MOVED** by Clr. Grove to accept Third Reading of Bylaw 797B, the Fire Bylaw which includes amendment to include cost of response to false alarms added to Schedule A. **CARRIED**

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**2016 BYLAW
ENFORCEMENT
CONTRACT**
008.01.21.16

A copy of the agreement with NIC.212 Services, providing for bylaw enforcement services, is hereto attached and forms a part of the minutes.

MOVED by Clr. Gordon to accept the contract with NIC.212 Services for bylaw enforcement services as presented, with no changes from the previous year.

CARRIED

**MATURING GIC
REINVESTED**

009.01.21.16

A copy of the RFD with details of a maturing GIC coming due and the current investment rates available is hereto attached and forms a part of the minutes.

MOVED by Clr. McDermott to reinvest the maturing GIC from ATB Financial, valued at \$34,500, for a 1 year, redeemable GIC, offering a rate of 1.27%.

CARRIED

CORRESPONDENCE

1. **Killam Waterworks Systems Inspection 2015** – A copy of the letter and inspection report from December 15, 2015 stating that there are no non-compliance issues or concerns identified during the inspection.

2. **Camrose Primary Care Network** – 2015 Year in Review

3. **Viking Preschool Association** – Request for a donation to their Ladies Night Out.

**VIKING
PRESCHOOL
FUNDRAISER**
010.01.21.16

MOVED by Clr. Grove to contribute 2 family punch cards for the Flagstaff Regional Aquatic Centre to the Viking Preschool Associations fundraising Ladies Night Out event for Silent Auction.

CARRIED

4. **Interagency Meeting** – Minutes from the meeting held on January 5, 2016.

5. **Village of Heisler – Regional Governance Study** – Approval of the recommendations for the Regional Governance Study as well as the hiring of 13 Ways In. to carry out the recommendations and finally approval to apply for the grants.

6. **Village of Loughheed** – Notice to rescind their withdrawal from FIP and approval of the Regional Governance Study recommendations and grant applications.

7. **Town of Sedgewick** – Notice of approval of the Regional Governance Study grants and further to hire 13 Ways Inc. to complete the project.

8. **Killam & District Business Development Association Financial Statement** – to the year ended October 31, 2015.

9. **Flagstaff Community Adult Learning** – Invitation to meal and conversation on Wed. January 27 at 6:30 in the Killam Senior's Centre.

Mayor James may be able to attend, will confirm with his schedule.

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10. **Meta Lindseth** – Request to have handicapped parking signs put up in front of the Community Hall.

Council requested that Administration forward a letter, gaining further input from both the Killam Seniors group as well as the Killam Community Hall Board before a decision be approved.

11. **Alberta Health Services** will be providing free rabies vaccine to individuals considered at high risk for potential exposure.
12. **West Central Planning** is increasing their annual fees as of January 1, 2016. Per Capita from \$1.60 to \$2.10, and base fee from \$200 to \$500.
13. **Flagstaff County** is offering Peace Officer Services without charge for 2016 (a 1 year trial period), fines will be paid to the County and this means no control on the hours that are spent in our Town.

Deferred until the February 19, 2016 regular Council Meeting. Administration will confirm the current cost for services versus funds received for both Peace Officer services and Bylaw Enforcement services.

14. **Parkland Regional Library** 2016-2018 Strategic plan.

CORRESPONDENCE ACKNOWLEDGED

011.01.21.16

MOVED by Clr. Gordon to accept the correspondence for January 21, 2016 as information.

CARRIED

COUNCIL COMMITTEE REPORTS

1. Mayor James

a) **Mayor's Report to Council**

A copy of Mayor James' report highlighting the events and meeting attended on behalf of the Town of Killam in the month of December is hereto attached and form a part of the minutes.

b) **Flagstaff Intermunicipal Partnership**

A copy of the information received by Mayor James at the January 14, 2016 FIP meeting related to the Regional Governance Project is hereto attached and forms a part of the minutes.

REGIONAL GOVERNANCE

TERMS OF
REFERENCE

012.01.21.16

MOVED by Mayor James to approve the Terms of Reference for the Regional Governance Project as presented.

CARRIED

JOB DESCRIPTION PROJECT MANAGER

013.01.21.16

MOVED by Mayor James to approve the job description for the position of Project Manager of the Regional Governance Project as presented.

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2. Clr. Eskra

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

A copy of the minutes from the meeting held by the Veterans Memorial Highway Association held on Friday, November 20, 2015 is hereto attached and forms a part of the minutes.

3. Clr. Kinzer

a) **Flagstaff Family and Community Services Committee**

A copy of the Clr. Kinzer's report for the Flagstaff Family and Community meeting held on January 13, 2016 is hereto attached and forms a part of the minutes.

4. Clr. Gordon

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

A copy of the report presented by Clr. Gordon highlighting the meeting of the Flagstaff Medical Recruitment & Retention Committee held on January 11, 2016 is hereto attached and forms a part of the minutes.

5. Clr. McDermott

a) **Killam Public Library**

A copy of Clr. McDermott's report highlighting the January 2016 meeting held for the Killam Public Library Committee is hereto attached and forms a part of the minutes.

MOVED by Clr. McDermott to accept recommendation of the Killam Public Library Committee and appoint Janet Pelletier as a new board member.

CARRIED

b) **RCMP Traffic Services**

A copy of the report prepared by Clr. McDermott highlighting a meeting held on January 20, 2016 relating to RCMP Traffic Services is hereto attached and forms a part of the minutes.

COMMITTEE REPORTS

ACTION ITEMS

A copy of the December 16, 2015 Action Items List is hereto attached and forms a part of the minutes.

CAO REPORT

A copy of the report prepared by CAO Borgel for January 21, 2016, as well as updated budget information provided by Flagstaff Family & Community Services, is hereto attached and forms a part of the minutes.

Flagstaff Family & Community Services has updated their 2016 budget in relation to changes made to the provincial funding. Following discussion,

**2016 LIB BOARD
MEMBER**
014.01.21.16

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Council determined that they will once again forward an invitation for Lynne Jenkinson, FFCS Executive Director, to attend an upcoming Council meeting as a delegation.

PUBLIC WORKS REPORT

A copy of the report for Council, prepared by D. Berrecloth for January 21, 2016 is hereto attached and forms a part of the minutes.

FINANCIAL STATEMENTS

Copies of the financial reconciliation reports for the month of December are hereto attached and forms a part of the minutes.

TOWN OF KILLAM

a) Town of Killam (December)

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

015.01.21.16

MOVED by Clr. McDermott to adopt the December 2015 Balance Sheet, Income Statement and Reconciliation Sheets for BRCU General, Payroll and ATB Utilities accounts. **CARRIED**

RECREATION BOARD

b) Recreation Board (December)

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

016.01.21.16

MOVED by Clr. Krys to adopt the December 2015 Recreation Board Balance Sheet, Income Statement and Reconciliation sheets. **CARRIED**

BOARDS

c) Boards

LIBRARY

i) Killam Public Library (December)

017.01.21.16

MOVED by Clr. McDermott to adopt the December 2015 Killam Public Library account reconciliations. **CARRIED**

SKNGS

ii) Sedgewick Killam Natural Gas System (December)

018.01.21.16

MOVED by Clr. Gordon to adopt the December 2015 Sedgewick Killam Natural Gas System account reconciliations. **CARRIED**

ADJOURNMENT

The meeting was adjourned at 8:00 p.m.

Mayor

Chief Administrative Officer

Date

Date