

Town of Killam Regular Council Meeting

1

Minutes of the regular Council meeting held in Council Chambers of the Town Office, Killam, Alberta, on Thursday, January 26, 2017 commencing at 7:00pm.

PRESENT	Bud James	Mayor
	Brenda Grove	Councillor
	Diane Gordon	Councillor
	Rick Kryz	Councillor
	Kim Borgel	CAO
	Darlene Gotobed	Recording Secretary

ABSENT Clr. McDermott, Clr. Kinzer and Clr. Eskra were absent with regret.

CALL TO ORDER Mayor James called the meeting to order at 6:00pm.

AGENDA **MOVED** by Clr. Gordon to accept the Agenda of the January 26, 2017 regular Council meeting with the additions of council reports:

2. Clr. Grove

b) Flagstaff Regional Solid Waste Management (Verbal Report)

CARRIED

MINUTES

**REGULAR COUNCIL
MINUTES
DEC 15, 2016**

MOVED by Clr. Grove to accept the regular Council meeting minutes for Thursday, December 15, 2016.

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. Clr. Kryz shared that the Killam Lions Club was also celebrating their 50th Anniversary this year and may be interested in partnering. Clr. Gordon suggested a project at the top of Main Street to further the esthetic appearance of the park area.

Council will explore other possibilities and continue discussion at the February Council Meeting.

NEW BUSINESS

**BYLAW NO. 844
ELECTED OFFICIALS**

Copies of draft Bylaw No. 844, Elected Officials Bylaw, as well as an RFD recommending a reduction in the number of Council representatives from 7 to 5, are 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).

**1ST READING
001.01.26.17**

MOVED by Mayor James to accept First Reading of Bylaw No. 844, Elected Officials Bylaw.

CARRIED

A Public Hearing for Bylaw No. 844 will be held on February 16, 2017 at the Killam Council Chambers beginning at 7:00pm. Administration will proceed with the notification process for the Public.

**UPDATED TOK
POLICIES**

A draft copy of updated Town of Killam policies including B001 thru B006 is hereto attached and forms a part of the minutes.

**POLICY B001 -
PURCHASING
002.01.26.17**

MOVED by Clr. Grove to accept Town of Killam Policy B001 – Purchasing, as presented. **CARRIED**

**POLICY B002 –
CONTRACT ADMIN
003.01.26.17**

MOVED by Clr. Krys to accept Town of Killam Policy B002 – Contract Administration, as presented. **CARRIED**

**POLICY B003 –
INSURANCE ANI
004.01.26.17**

MOVED by Clr. Gordon to accept Town of Killam Policy B003 – Insurance – Additional Named Insured, as presented. **CARRIED**

**POLICY B005 –
BACK-UPS &
STORAGE
005.01.26.17**

MOVED by Clr. Krys to accept Town of Killam Policy B005 – Back-up and Storage of Electronic Files, as presented. **CARRIED**

**POLICY B006 –
RECORDS
MANAGEMENT &
RETENTION
006.01.26.17**

MOVED by Clr. Gordon to accept Town of Killam Policy B001 – Purchasing, as presented. **CARRIED**

**RESIDENT REQUEST
ROLL #3200042770**

A copy of the RFD regarding a resident request to waive tax penalty charges is hereto attached and forms a part of the minutes.

007.01.26.17

MOVED by Clr. Grove to accept recommendation to continue to apply a tax penalty on outstanding tax accounts as per Bylaw 671 and request Administration to work with the property owner for Tax Roll #3200042770 to have the outstanding taxes cleared up. **CARRIED**

**RESIDENT REQUEST
ROLL #1600021440**

A draft copy of the RFD regarding a resident request to waive tax penalty charges is hereto attached and forms a part of the minutes.

008.01.26.17

MOVED by Clr. Krys to accept recommendation to have the Town of Killam

continue to apply a tax penalty on outstanding tax accounts as per Bylaw 671 and request Administration to work with the property owner for Tax Roll #1600021440 to have the outstanding taxes cleared up.

CARRIED

**LAND &
PERSONNEL
ISSUE
IN-CAMERA
7:29PM**

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

MOVED by Clr. Kryz to go in camera at 7:29pm.

CARRIED

**RECONVENE
7:49PM**

MOVED by Clr. Gordon to reconvene at 7:49pm.

CARRIED

CORRESPONDENCE

1. The Alberta Order of Excellence – Requesting nominations for a remarkable Albertan who has made significant contributions to our community.
2. FCM - Announcement of decision in the Review of Basic Telecommunications Services addressing necessity for improved access to high speed broadband across rural and northern Canada.
3. Town of Hardisty – Notification to participate in the Belt Drive Betty – Highway 13 Bike Route.
4. Town of Hardisty – Approval of the 2017 FIP Budget.
5. Town of Daysland – Appointment of Mayor Watt as delegate to the Flagstaff Waste Special Meeting.
6. Town of Hardisty – Approval of the 2017 Flagstaff Regional Solid Waste Management 2017 Budget.
7. Town of Hardisty – Approval of the request for the Hardisty Transfer Site to become a Regional Transfer Site.
8. Town of Hardisty – Approval of the FFCS 2017 Budget.
9. Town of Whitecourt – Carbon Tax Program – A copy of the letter Town of Whitecourt sent to Premier regarding concerns with the carbon tax and its financial burden to municipalities.
10. Interagency Meeting – Minutes from their December 6, 2016 Interagency Meeting.
11. Town of Sedgewick – Approval of the 2017 FIP Budget.
12. Fortis Alberta – Notification of work regarding electric distribution facilities – installation of new pole at 4939-50th Street.
13. Flagstaff County – Killam Intermunicipal Development Plan – Bylaw 06/16 was finalized adopting the IDP with the Town of Killam.
14. Alberta Municipal Affairs – Estimated change to the 2017 Tax Year Linear Property Assessment for the Town of Killam is a decrease of 5.74%.

15. Alberta Electoral Boundaries Commission –A review will take place over the next year of the boundaries and names of the 87 electoral constituencies in Alberta.
16. Federation of Canadian Municipalities – Requesting the renewal of our membership. A copy of the annual report is available at Council’s request.
17. Village of Forestburg – Approval of the Flagstaff Regional Solid Waste Management 2017 budget and concerns with the membership agreement and allocation calculations.
18. Village of Forestburg – Notice of how the Village of Forestburg would like to proceed with the new proposed Waste bylaws.
19. Village of Forestburg – Recommended amendments to the Membership agreement for Flagstaff Regional Solid Waste management.
20. Communities in Bloom – Invitation to participate in the Canada 150 category of the 2017 Communities in Bloom.
21. STOP DED – An invitation to become a member of the 2017 Society to Prevent Dutch Elm Disease. The cost is \$40.
22. Ogilvie LLP – the latest update on the ALARIE Asset Distribution.
23. Town of Hardisty – FRHG 2017 Lodge Requisition – the Town of Hardisty has approved the budget as presented.
24. Town of Hardisty - Regional Economic Development Grant Application – Notification of Town of Hardisty’s support of Flagstaff County applying for the grant on behalf of the FIP communities.
25. Town of Hardisty – Flagstaff Waste proposed bylaws & special meeting – Notification the Town of Hardisty approves the proposed changes and that Mayor Miller will attend the meeting on their behalf.
26. Alberta Centre for Sustainable Rural Communities – They are once again holding a Rural Alberta Innovation and Learning Commons (RAIL) on Oct 6-8, 2017 and they are requesting that the Town of Killam sponsor it again. Sponsorship Program details are attached.
27. Canadian Association of Oilwell Drilling Contractors – Requesting that we declare February 13, 2017 as Oil & Gas Awareness Day.

**OIL & GAS
AWARENESS DAY**
009.01.26.17

MOVED by Clr. Kryz to proclaim February 13, 2017 as Oil & Gas Awareness Day.

CARRIED

28. Battle River Knights Minor Hockey Atom Girls Provincial Championship Tournament – March 17 – 19, 2017 – Request for sponsorship/donation.

Administration will verify with Town of Sedgewick to determine if a donation will be made to the Battle River Knights Minor Hockey Atom Girls Provincial Tournament on their part. Decision is deferred to the February 2017 Council Meeting.

**CORRESPONDENCE
ACKNOWLEDGED**
010.01.26.17

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

COUNCIL COMMITTEE REPORTS

1. Mayor James

a) Mayor’s Report to Council – December

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

b) BRAED Report

A copy of the information reviewed at the January 5, 2017 Battle River Alliance for Economic Development meeting have been provided by Mayor James and are hereto attached, forming a part of the minutes.

c) Flagstaff Intermunicipal Partnership

Mayor James report, as well as the information shared at the January 9, 2017 FIP committee meeting, is hereto attached and forms a part of the minutes.

2. Clr. Grove

a) Community Advisory Committee

A copy of the Killam violation statistics from November 2016 to January 2017 were provided by Clr. Grove, are hereto attached, and form a part of the minutes.

Council was also asked for a list of concerns they would hope the RCMP detachment could address. Councils recommendations include:

- 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

Clr. Grove reported verbally to Council of a recent meeting held by the Regional Waste Committee. Activities covered included:

- Adoption of old bylaws until the new ones have been submitted
- Working on Human Resources policies and salary grids
- The 2017 proposed budget was passed
- Agreements between municipalities and Regional Waste should be signed prior to April 1, 2017
- There is a promotion currently taking place for bin rentals
- Regional Waste would like to hold two “Free Transfer Site” weekends in 2017
- Sedgewick Lions are promoting a “refundables bin” for community projects
- Allied will no longer be providing recycling of paper, Flagstaff Waste will be taking over the paper recycle bins

3. Clr. Gordon

a) Medical Recruitment & Retention

A copy of Clr. Gordon’s report highlighting the Flagstaff Community Medical Recruitment & Retention Committee meeting held January 9, 2017 is hereto attached and forms a part of the minutes.

4. Clr. Kryz

a) Killam Recreation Board

A copy of the results of the recent Killam Recreation Board meeting report is hereto attached and forms a part of the minutes.

**SWIMMING
LESSON RATE
INCREASES**

011.01.26.17

MOVED by Clr Kryz to accept recommendation for the Killam Recreation Board to increase the swimming lesson rates as of February 1, 2017 to the following:

- ½ hour class sessions increased to \$50 from \$45
- ¾ hour class sessions increased to \$55 from \$47
- 1 hour class sessions increased to \$60 from \$50

**SCHOOL
SWIMMING
LESSON FEES**

012.01.26.17

MOVED by Clr. Kryz to accept recommendation of the Killam Recreation Board to increase the fees for school swimming lessons from \$30 per student to \$35 per student.

CARRIED

CARRIED

**SUMMER FUN
RATES**

013.01.26.17

MOVED by Clr. Kryz to accept recommendation of the Killam Recreation Board to increase the fees for the Summer Fun Day Camp from \$25 per day per child to \$35 per day per child, for pre-booking; further, regular cost for drop-ins to be \$40 per day.

CARRIED

**FAMILY PUNCH
PASS DONATION**

014.01.26.17

MOVED by Clr. Kryz to accept recommendation of the Killam Recreation Board to donate a Family Punch Pass to the Viking Preschool 2017 fundraising event.

**2016 FUNDING
APPROVALS**

015.01.26.17

MOVED by Clr. Kryz 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 2015 surplus);

Additionally, to approve overage costs of \$6,000 for the pools 2016 re-grouting project that was estimated at \$33,000, but when completed totaled \$39,000.

CARRIED

CARRIED

COMMITTEE REPORTS

- ACTION ITEMS** A copy of the December 15, 2016 Action Items List 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 January, is hereto attached and forms a part of the minutes.
- FIRE CHIEF REPORT** A copy of the report prepared for Council by J. Knievel, Killam Fire Chief, 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 (November and December)**
- i) Balance Sheet
 - ii) Income Statement
 - iii) Reconciliation Sheets
- 016.01.26.17 **MOVED** by Clr. Gordon to adopt the 2016 November and December Balance Sheet, Income Statement and reconciliation reports for the Town of Killam accounts. **CARRIED**
- RECREATION BOARD**
- b) Recreation Board (November and December)**
- i) Balance Sheet
 - ii) Income Statement
 - iii) Reconciliation Sheets
- 017.01.26.17 **MOVED** by Clr. Krys to adopt the 2016 November and December Killam Recreation Board Balance Sheet, Income Statement and reconciliation reports.
- BOARDS** **CARRIED**
- LIBRARY**
- c) Boards**
- i) Killam Public Library (November and December)
- 279.12.15.16 **MOVED** by Clr. Gordon to adopt the 2016 November and December Killam Public Library account reconciliations.

SKNGS

280.12.15.16

CARRIED

ii) Sedgewick Killam Natural Gas System (November and December)

MOVED by Clr. Grove to adopt the 2016 November and December Sedgewick Killam Natural Gas System account reconciliations. **CARRIED**

ADJOURNMENT

Mayor James adjourned the regular Council Meeting at 9:03pm.

Mayor

Chief Administrative Officer

Date

Date