

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, June 16, 2016 commencing at 7:00pm.

PRESENT	Bud James	Mayor
	Brenda McDermott	Deputy Mayor
	Brenda Grove	Councillor
	Carol Kinzer	Councillor
	Rick Kryz	Councillor
	Kim Borgel	CAO/Recording Secretary

ABSENT Clr. Eskra and Clr. Gordon were absent with regrets.

CALL TO ORDER Mayor James called the meeting to order at 7:00pm.

AGENDA **MOVED** by Clr. Kryz to accept the Agenda of the June 16, 2016 regular Council meeting with the addition of:

NEW BUSINESS

6. In Camera - Personnel

MINUTES

PUBLIC HEARING MINUTES

BYLAW 835
MAY 24, 2016

MOVED by Clr. Grove to approve the Public Hearing minutes of Council for Bylaw 835 for Tuesday, May 24, 2016. **CARRIED**

PUBLIC HEARING MINUTES

BYLAW 837
MAY 24, 2016

MOVED by Clr. Kryz to approve the Public Hearing minutes of Council for Bylaw 837 for Tuesday, May 24, 2016. **CARRIED**

REGULAR COUNCIL MINUTES

MAY 26, 2016

MOVED by Clr. Grove to approve the Regular Council Meeting minutes of Council for Thursday, May 26, 2016. **CARRIED**

Clr. McDermott entered Council Chambers and joined the meeting in progress at 7:03pm.

NEW BUSINESS

BYLAW NO. 797C
FIRE PROTECTION
SERVICES

A draft copy of Bylaw No. 797C, titled the "Fire Protection Services Bylaw" is hereto attached and forms a part of the minutes.

BEING A BYLAW OF THE TOWN OF KILLAM IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE PURPOSE OF THE ESTABLISHMENT AND OPERATION OF FIRE PROTECTION SERVICES.

Town of Killam Regular Council Meeting

55

1ST READING
129.06.16.16

MOVED by Clr. Krys to accept First Reading of Bylaw No. 797C, to provide for the purpose of the establishment and operation of Fire Protection Services.

CARRIED

2ND READING
130.06.16.16

MOVED by Clr. Grove to accept second Reading of Bylaw No. 797C, to provide for the purpose of the establishment and operation of Fire Protection Services.

CARRIED

SUBMIT FOR 3RD
131.06.16.16

MOVED by Clr. McDermott to submit for 3rd reading Bylaw No. 797C, to provide for the purpose of the establishment and operation of Fire Protection Services.

CARRIED UNANIMOUSLY

**3RD & FINAL
READING**
132.06.16.16

MOVED by Clr. Grove to accept Third and Final Reading of Bylaw No. 797C, to provide for the purpose of the establishment and operation of Fire Protection Services.

CARRIED

**REQUEST FOR
ROAD CLOSURE**
58ST. B/N 50AVE. &
51A AVE.
133.06.16.16

A copy of the letter from Battle River Implements requesting the closure of a portion of 58th Street between 50 Avenue and 51A Avenue, as well as an RFD regarding this, are hereto attached and form a part of the minutes.

MOVED by Clr. McDermott that Administration go ahead and have a draft bylaw created for consideration at the next Town Council Meeting and have West Central Planning Agency help us through the process of notifications, etc. to have the portion of 58th Street between 50 Avenue and 51A Avenue closed.

CARRIED

**MUNICIPAL
DEVELOPMENT
PLAN COMMITTEE**

A copy of the RFD for Council to appoint a Council member and 3 community members to a Municipal Development Plan (MDP) committee to assist in the MDP review is hereto attached and forms a part of the minutes.

134.06.16.16

MOVED by Clr. Krys to appoint Clr. McDermott as the Council representative to the Municipal Development Plan (MDP) Committee to assist in the MDP review.

CARRIED

CAO Borgel asked for Council to provide names of community members who may be interested in sitting on the committee as an additional 3 people are required to form the MDP committee, along with Clr. McDermott.

**JULY COUNCIL
MTG DATE**

The Flagstaff Intermunicipal Partnership Committee (FIP) is hosting a regional networking BBQ on Thursday, July 21, 2016. This date conflicts with Killam's regularly scheduled council meeting date in July.

135.06.16.16

MOVED by Clr. Grove to cancel the Killam Town Council Meeting in July and should the need arise for one to be held, a special meeting will be called by Mayor James.

CARRIED

BYLAW NO. 804C
INTERMUNICIPAL
ASSESSMENT REVIEW
BOARD BYLAW

A draft copy of Bylaw No. 804C, titled the “Intermunicipal Assessment Review Board Bylaw” is hereto attached and forms a part of the minutes.

BEING A BYLAW OF THE TOWN OF KILLAM IN THE PROVINCE OF ALBERTA, IN RELATION TO THE ESTABLISHMENT OF INTER-MUNICIPAL ASSESSMENT REVIEW BOARDS.

1ST READING
136.06.16.16

MOVED by Clr. McDermott to accept First Reading of Bylaw No. 804C, to establish an Intermunicipal Assessment Review Board. **CARRIED**

2ND READING
137.06.16.16

MOVED by Clr. Kryz to accept Second Reading of Bylaw No. 804C, to establish an Intermunicipal Assessment Review Board. **CARRIED**

SUBMIT FOR 3RD
138.06.16.16

MOVED by Clr. Grove to submit for Third Reading Bylaw No. 804C, to establish an Intermunicipal Assessment Review Board. **CARRIED UNANIMOUSLY**

**3RD & FINAL
READING**
139.06.16.16

MOVED by Clr. McDermott to accept Third and Final Reading of Bylaw No. 804C, to establish an Intermunicipal Assessment Review Board. **CARRIED**

**PERSONNEL
ISSUE**

Proceedings moved in-camera to discuss a Personnel matter.

**IN-CAMERA
7:15PM**

MOVED by Clr. Kryz to go in camera at 7:15pm. **CARRIED**

**RECONVENE
7:25PM**

MOVED by Clr. Grove to reconvene at 7:25pm. **CARRIED**

CORRESPONDENCE

- 1. BRAED update** – June 2, 2016
- 2. Alberta Municipal Affairs** – Letter indicating the 2016 MSI allocations for Town of Killam.
- 3. Killam Chamber of Commerce** – Minutes from the June 2, 2016 Chamber meeting.
- 4. Alberta Recreation & Parks Association** – invitation to their annual Conference and Energize Workshop in Jasper from Oct 20 – 22, 2016.
- 5. FIRST** – Minutes from the May 2, 2016 FIRST Meeting.
- 6. Alberta Municipal Affairs** – Federal Gas Tax Fund – Town of Killam’s allocation for 2016 is \$52,889.
- 7. Alberta Transportation** – Letter of response to your speed limit reduction request. They will come out in a few weeks to review the speed limits at all 4 entrances to the Town of Killam.

8. **AB Recreation & Parks Assc.** - requesting nominations for a number of awards to be presented at the Energize Workshop to be held in Fairmont Jasper Park Lodge on Saturday, October 22, 2016.
9. **Alberta Emergency Management Agency** - information on how to apply for Federal funding in times of emergency/disaster.
10. **Canadian Union of Postal Workers** - invitation to provide feedback on the Federal government's review of public postal service.

CORRESPONDENCE

ACKNOWLEDGED

140.06.16.16

MOVED by Clr. Kryz to accept the correspondence for June 16, 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 meetings attended on behalf of the Town of Killam in the month of May is hereto attached and forms a part of the minutes.

b) Alberta Municipal Affairs Public Meeting Report

A copy of Mayor James' report highlighting the Alberta Municipal Affairs Public Meeting is hereto attached and forms a part of the minutes.

c) Flagstaff Community Medical Recruitment & Retention Committee Report

A copy of Mayor James' report highlighting the Flagstaff Community Medical Recruitment & Retention Committee Meeting is hereto attached and forms a part of the minutes.

d) Veteran's Memorial Highway Association AGM Report

A copy of Mayor James' report highlighting the Veteran's Memorial Highway Association AGM is hereto attached and forms a part of the minutes.

e) Flagstaff Intermunicipal Partnership (FIP) Meeting Report

A copy of a report highlighting the FIP Meeting, as well as various documents that were reviewed, are hereto attached and forms a part of the minutes.

FLAGSTAFF REG.

SDAB AGREEMENT

141.06.16.16

MOVED by Mayor James to enter into the amended Flagstaff Regional Subdivision and Development Appeal Board Agreement with a change to the board member remuneration to be \$250 per full day and \$125 per half day.

CARRIED

FLAGSTAFF REG.

ARB AGREEMENT

142.06.16.16

MOVED by Mayor James to enter into the amended Intermunicipal Assessment Review Boards Agreement as presented with a change to board member

remuneration to be \$250 per full day and \$125 per half day.

CARRIED

SCADA SYSTEM

143.06.16.16

MOVED by Mayor James to approve the move of the SCADA server from Flagstaff County to the Town of Hardisty; in an attempt to isolate and eliminate communications issue with the server, under a 3-year same business day IT agreement for the server only at a cost of \$999 per month to be funded from FIP reserves for the 1st year and then to be split equally between all participating municipalities for the remaining 2 years.

CARRIED

REG. SAFETY SERVICES RFP

144.06.16.16

MOVED by Mayor James to have the FIP Coordinator develop an RFP for regional safety services including but not limited to: staff training, documentation development and review and on-site safety inspections, to be posted on the Alberta Purchasing Connection (APC).

CARRIED

CAO Borgel requested that Council members confirm if they will be attending the FIP Networking BBQ on July 21, 2016 at the Killam Legion.

2. Clr. Grove

a) Flagstaff Waste Management

A copy of Clr. Grove's report from the Flagstaff Regional Solid Waste Management Meeting on May 30, 2016 is hereto attached and forms a part of the minutes.

3. Clr. McDermott

a) Sedgewick Killam Natural Gas System (SKNGS)

A copy of the minutes from the June 9, 2016 SKNGS meeting, as well as 2015 SKNGS Financial Statements and RFD regarding surplus funds are hereto attached and forms a part of the minutes.

SKNGS 2015 FINANCIAL REVIEW

145.06.16.16

MOVED by Clr. McDermott to approve the 2015 Sedgewick Killam Natural Gas System Financial Statements as presented.

CARRIED

SKNGS 2015 FUNDS SURPLUS

146.06.16.16

MOVED by Clr. Krys that the 2015 SKNGS surplus of \$11,055 be put into dedicated reserves for future capital projects.

CARRIED

4. Clr. Krys

a) Killam Recreation Board Report

A copy of the minutes of the Killam Recreation Board Meeting, held on June 13, 2016, is hereto attached and form a part of the minutes.

Killam Minor Hockey is donating \$78,679.75 to the Arena to put towards the new Zamboni, a new boiler, and the drawings for Zamboni room ceiling construction.

**KILLAM MINOR
HOCKEY
DONATIONS**
147.06.16.16

MOVED by Clr. Krys to accept the following recommendation from the Recreation Board:

1. To get confirmation that a new boiler is needed and for Administration to start the quote/tender process for the project;
2. To get confirmation on a location for the Killam Minor Hockey name on the new Zamboni in recognition of their donation; and
3. For Administration to come back with some options to recognize Killam Minor Hockey in the lobby of the Arena.

CARRIED

**BATTLE RIVER
KNIGHTS MINOR
HOCKEY REQUEST
FOR FUNDING**
148.06.16.16

Town of Killam Council previously referred requests made by the Battle River Knight Minor Hockey committee to the Recreation Board for consideration regarding assistance for funding.

MOVED by Clr. Krys to accept the following recommendation from the Killam Recreation Board; to send a letter of response to Battle River Knights Minor Hockey Association highlighting the following:

1. That there is no more additional funding that can be given for 2016;
2. That the Recreation Board completes a Budget in October of every year and that any future funding requests should be made prior to October;
3. And that regardless of what is available for future Regional Recreation Funding, we all need to work together to become more sustainable.

CARRIED

**2016 REGIONAL
AQUATIC CENTRE
FUNDING AIDE
REQUESTS**

The Killam Recreation Board has sent letters to all Ag Societies and Municipalities within the County, requesting funding aide for the Regional Aquatic Centre, on recommendation of Flagstaff County Council. The result of these requests generated an additional \$13,500 of funding however, this falls significantly short in assisting Killam with the estimated \$90,000 aquatic center deficit.

149.06.16.16

MOVED by Clr. Krys to accept recommendation from the Killam Recreation Board to forward a letter to Flagstaff County, updating their Council of the results from the requests made to all county Agriculture Societies and Municipalities, stating that there is still a substantial deficit that Killam is covering for this Regional Aquatic Facility.

CARRIED

**SWIM MEET
RENTAL RATE**

The Killam Recreation Board received a letter from the Killam Cyclones swim club requesting consideration of a reduced swim meet rental rate, similar to that of the Hockey Tournament rate.

150.06.16.16

MOVED by Clr. Krys to accept recommendation from the Killam Recreation Board to set a Swim Meet rental rate of \$355, for one swim meet per swim season. This does not apply to Regional meets should they be hosted. By definition, Regionals would be classified as a "Special Event" for which regular rental rates will apply.

CARRIED

**ZAMBONI ROOM
RENOVATIONS**

The Killam Recreation Board put out a tender request for renovations needed for the Zamboni room in order to accommodate the size of the new Zamboni.

151.06.16.16

MOVED by Clr. Krys to accept the recommendation from the Killam Recreation Board to accept the tender for the Zamboni Room Renovations from Bird Bros Construction for \$51,100, to be funded from Recreation Reserves.

CARRIED

**2015 REC BOARD
FINANCIAL
STATEMENTS**

The 2015 Recreation Board Financial Statements are hereto attached and forms a part of the minutes.

152.06.16.16

MOVED by Clr. Krys to accept recommendation of the Killam Recreation Board to adopt the 2015 Recreation Board Financial Statements as presented, further, to keep the surplus of \$4,390 in the Recreation General Account.

CARRIED

**IMPLICATIONS FOR
THE PROVINCIAL
CARBON TAX LEVY**

Recreation Administration put together an estimate on the cost increase of natural gas and propane with the new carbon levy to show the impact it will have on the Killam Recreation Board. This carbon levy will cost an estimated additional \$7,417.24 for the year 2017.

153.06.16.16

MOVED by Clr. Krys to accept recommendation of the Killam Recreation Board to have both, the Killam Recreation Board and the Town of Killam, send a letter to MLA, Wes Taylor, strongly advocating against Bill 20, specifically the carbon tax levy; in addition, that the government consider an exemption for all Community, Recreation and Not for Profit organizations from the carbon tax levy; it is also suggested that the Killam Agricultural Society be encouraged to also forward a similar letter.

CARRIED

**AQUATIC CENTRE
PROMOTION PLAN**

The Killam Recreation Board discussed ways to promote the aquatic center.

154.06.16.16

MOVED by Clr. Krys to accept recommendation of the Recreation Board to proceed with the following promotions for Flagstaff Regional Aquatic Center:

1. Provide \$5 off coupons to all Battle River School Division children to kick off the summer. The coupons can be used towards the cost of one set of swim lessons in July or August for 2016 only;
2. Every patron who attends a public swim in the months of July and August 2016 can enter their name in a draw for a free 2017 annual family swim pass in the months of July & August;
3. All swim lesson participants in 2016 will go in a draw for 1 free set of lessons in 2017; and
4. A donation of 10 – 1 Free Public Swim passes will be made to Parents for Fun in Flagstaff's Annual Movie in the Park Punch a Bunch game.

CARRIED

REQUEST TO PAY

The Killam Recreation Board required some legal advice for a personnel

INVOICE

concern; this cost was not budgeted in the 2016 Operating Budget.

155.06.16.16

MOVED by Clr. Krys to accept recommendation of the Killam Recreation Board to cover the cost of the \$2,630.62 Brownlee LLP invoice, to be paid out of Recreation Reserves. **CARRIED**

COMMITTEE REPORTS

ACTION ITEMS

A copy of the May 26, 2016 Action Items List is hereto attached and forms a part of the minutes.

CAO REPORT

A copy of CAO Borgel's report for Council, prepared for June 16, 2016, is hereto attached and forms a part of the minutes.

Town Council reviewed an offer from BeDevil Enterprises to display the Town of Killam logo on one of their billboard signs, at no charge to the Town. Following discussion, Town Council wishes to decline the offer.

PUBLIC WORKS REPORT

A copy of the report for Council, prepared by D. Berrecloth for June 16, 2016 is hereto attached and forms a part of the minutes.

Town Council commended Public Works with how well they have prepared the Town esthetically for the Rodeo weekend.

Recommendation to spray the walking trail for seedlings and tree suckers that are coming up through the asphalt was made. Council also requested Public Works to check the bridges for loose boards, as well as Main Street for any trip hazards.

DIRECTOR OF COMMUNITY SERVICES REPORT

A copy of the June 16, 2016 report to Council prepared by Director of Community Services, C. Sutter, is hereto attached and forms a part of the minutes.

Council requested Administration to look into extending the walking trail south past the ball diamonds, along the west and south boundaries. The Town has had many compliments on the trail system and would like to start looking at ways to make it longer.

ADJOURNMENT

Mayor James adjourned the regular Council Meeting at 8:30pm.

Mayor

Chief Administrative Officer

Date

Date