

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, March 15, 2018 commencing at 6:30pm.

PRESENT	Ben Kellert	Mayor
	Brenda Grove	Councillor
	Rick Krys	Councillor
	Brenda McDermott	Councillor
	Heidi Pierce	Councillor
	Kim Borgel	CAO
	Darlene Gotobed	Recording Secretary

CALL TO ORDER Mayor Kellert called the regular council meeting to order at 6:30pm.

AGENDA **MOVED** by Clr. McDermott to accept the Agenda of the Thursday, March 15, 2018 regular Council meeting.

CARRIED

DELEGATE

TOK AUDITOR
BRIAN KING Mr. Brian King, Brian King Professional Corporation, was in attendance for the presentation of the 2017 Town of Killam annual audit. Mr. King reviewed the report with members of Council.

2017 TOK AUDIT
034.03.15.18 **MOVED** by Clr. Krys to accept the 2017 Town of Killam Financial Statement, presented by Mr. King.

CARRIED

2017 TOK AUDIT
ADJUSTMENT
035.03.15.18 **MOVED** by Clr. Pierce to, under the **Restricted Surplus** heading of the presented 2017 Financial Statement for the Town of Killam, rename funds allocated to the title of "Dr. Recruitment" instead to "Administration" (the amount of \$10,000 to remain the same).

CARRIED

Mr. King exited Council Chamber at 6:57pm.

MINUTES

REG COUNCIL
MINUTES
FEB 15, 2018 **MOVED** by Clr. Grove to accept the regular Council Meeting minutes for Thursday, February 15, 2018, with the following changes:

COUNCIL COMMITTEE REPORTS (page 8)

2. Clr. Grove

a) Community Advisory Committee

- "One of the other districts are using *developing* a phone app to report crime, etc. that may be available to us soon."

b) Killam Recreation Board

Clarification regarding Motion #024.02.15.18 from the February 15, 2018 Council Meeting was revisited.

**REC BRD
STANDBY FEE
036.03.15.18**

MOVED by Clr. Grove to amend recommendation of the Killam Recreation Board and agree that a fee of \$10 per day (\$70 per week) be paid to attendants of the Recreation Standby phone, for the upcoming season of September 1, 2018 to March 31, 2019, further, that the recommendation be reviewed at the end of the 2018-2019 season.

CARRIED

NEW BUSINESS

**TOK POLICY A015
PUBLIC
PARTICIPATION
037.03.15.18**

A draft copy of Town of Killam Policy A015, Public Participation, is hereto attached and forms a part of the minutes.

MOVED by Clr. Grove to accept Town of Killam Policy A014, Public Participation, as presented.

CARRIED

**BYLAW 841A
MASTER RATES**

A draft copy of Town of Killam's Bylaw No. 841A, Master Rates, is hereto attached and forms a part of the minutes.

BYLAW NO. 841A, MASTER RATES BYLAW FOR THE TOWN OF KILLAM , IN THE PROVINCE OF ALBERTA, THE PURPOSE OF WHICH IS TO AMEND BYLAW NO. 841 AND TO ESTABLISH RATES, FEES AND CHARGES FOR GOODS AND SERVICES PROVIDED BY THE TOWN OF KILLAM.

**1ST READING
038.03.15.18**

MOVED by Clr. Krys to accept First Reading of Bylaw No. 841A, Master Rates Bylaw.

CARRIED

**2ND READING
039.03.15.18**

MOVED by Clr. McDermott to accept Second Reading of Bylaw No. 841A, Master Rates Bylaw.

CARRIED

**SUBMIT FOR THIRD
READING
040.03.15.18**

MOVED by Clr. Grove to submit Bylaw No. 841A, Master Rates Bylaw, for Third and Final Reading.

CARRIED UNANIMOUSLY

**3RD & FINAL
READING
041.03.15.18**

MOVED by Clr. Pierce to accept Third and Final Reading of Bylaw No. 841A, Master Rates Bylaw.

CARRIED

**BYLAW 852
CODE OF CONDUCT**

A draft copy of Town of Killam's proposed Bylaw No. 852, Code of Conduct for Members of Council, is hereto attached and part if the minutes.

BYLAW NO. 852, BEING A BYLAW OF THE TOWN OF KILLAM, IN THE PROVINCE OF ALBERTA, TO ESTABLISH A CODE OF CONDUCT FOR MEMBERS OF COUNCIL.

1ST READING
042.03.15.18

MOVED by Clr. McDermott to accept First Reading of Bylaw No. 852, Code of Conduct for Members of Council. **CARRIED**

2ND READING
043.03.15.18

MOVED by Clr. Pierce to accept Second Reading of Bylaw No. 852, Code of Conduct for Members of Council. **CARRIED**

SUBMIT FOR THIRD READING
044.03.15.18

MOVED by Clr. Krys to submit Bylaw No. 852, Code of Conduct for Members of Council, for Third Reading. **CARRIED UNANIMOUSLY**

3RD & FINAL READING
045.03.15.18

MOVED by Clr. McDermott to accept Third and Final Reading of Bylaw No. 852, Code of Conduct for Members of Council. **CARRIED**

MUNICIPAL SUSTAINABILITY PLAN 2018

A draft copy of the 2018 Town of Killam Municipal Sustainability Plan is hereto attached and forms a part of the minutes.

Council members are satisfied with the completed Town of Killam Municipal Sustainability Plan as it has been prepared. The 2018 TOK Municipal Sustainability Plan will be presented to the public during the annual Town Hall Meeting.

OUTSTANDING UTILITY ACCOUNT

A copy of the RFD, regarding an outstanding balance on three 2009 utility accounts, is hereto attached and forms a part of the minutes.

046.03.15.18

MOVED by Clr. Grove to accept recommendation and write off the outstanding balances of utility account numbers: 520.000, 790.300 and 1480.000, for a total combined expense of \$155.87, for 2018. **CARRIED**

COUNCIL MEETING DATE FOR APRIL
047.03.15.18

MOVED by Clr. McDermott to move the Thursday, April 19, 2018 regular council meeting date to Thursday, April 26, 2018. **CARRIED**

218 SEWER INSPECTIONS AWARDED

A copy of the RFD detailing submissions received for the inspection and cleaning of the Town of Killam sewer lines is hereto attached and forms a part of the minutes.

048.03.15.18

MOVED by Krys to accept recommendation and have the sewer inspection and cleaning done by Instiform Technologies, at a cost of \$450 per hour, for a total estimated cost of \$60,000 for completion. **CARRIED**

CORRESPONDENCE

**2017 HALL BOARD
FINANCIALS**

049.03.15.18

1. **Killam Community Hall Board** – A copy of the Balance sheet as at Dec. 31, 2017; Statement of Revenue and Expenses as at Dec. 31/17 and their 2018 Hall Budget as per the agreement for annual operating funding.

MOVED by Clr. Grove to accept the 2017 Financial Review of the Killam Community Hall Board and the 2018 budget as presented. **CARRIED**

2. **Canadian Cancer Society** – Requesting that we “Paint our Town Yellow” in support of the Canadian Cancer Society. This can be used as a fundraising opportunity for them.
3. **AUMA/AMSC** – Letter to the province regarding the Legalization of Cannabis for Recreational Use and the cost that municipalities are going to incur because of it.
4. **Alberta Municipal Affairs** – Notice regarding the approval of our MSI Capital grant application projects.
5. **Alberta Health Services** – AHS recommendations on Cannabis regulations for Alberta Municipalities.

**2018 BLACKTOP
BONANZA ON
MAIN STREET**

050.03.15.18

6. **Killam Chamber of Commerce** – Requesting for the Town of Killam to close off Main Street on June 15, 2018 for the Blacktop Bonanza. Also requesting for picnic tables for the event.

MOVED by Clr. Krys to approve the request of the Killam Chamber of Commerce and have the Main Street of Killam closed on Saturday, June 15, 2018 to accommodate the annual Blacktop Bonanza street fair. **CARRIED**

CORRESPONDANCE

051.03.15.18

- MOVED** by Clr. Grove to accept the Correspondence for March 15, 2018 as information. **CARRIED**

COUNCIL COMMITTEE REPORTS

1. Mayor Kellert

a) Mayor’s Report to Council (March)

A copy of Mayor Kellert’s “Report to Council” for March, as well as a copy of the recent Flagstaff Intermunicipal Partnership meeting minutes, are hereto attached and forms a part of the minutes.

2. Clr. Grove

a) Regional Emergency Services Committee

A draft copy of the Regional Emergency Services Society business plan is hereto attached and forms a part of the minutes. Clr. Grove requested some feedback on the report and comments that can be taken back to the

next meeting. A list is as follows:

- Information within the business plan should be shared with the firefighters for their input
- A clear chain of command should be clarified
- What would be the benefits in relation to training
- Concern regarding communication relayed from the Committee to the volunteer firefighters

Clr. Grove shared that a meeting will be held with the Killam Fire Department members on Wednesday, March 21, 2018. Council recommended that a copy of the Business Plan be supplied to each of the firefighters, so it can be reviewed prior to the meeting.

3. Clr. Pierce

a) Flagstaff Family and Community Services

A copy of Clr. Pierces' report from the recent Flagstaff Family and Community Services board meeting, are hereto attached and forms a part of the minutes.

4. Clr. Krys

a) Flagstaff Regional Solid Waste Management

A copy of the report prepared by Clr. Krys from the Flagstaff Regional Solid Waste Management meeting, as well as a copy of the meeting minutes, are hereto attached and forms a part of the minutes.

COMMITTEE REPORTS

ACTION ITEMS

A copy of the February 15, 2018 Action Items List is hereto attached and forms a part of the minutes.

Council requested that a letter be forwarded to local service groups and organizations for representation on a Cannabis Consultation Committee for the Town of Killam. Administration will organize a meeting date, ideally within the middle of May.

CAO REPORT

A copy of CAO Borgel's report to Council for March 15, 2018 is hereto attached and forms a part of the minutes.

PUBLIC WORKS REPORT

A copy of the March 15, 2018 report prepared by D. Berrecloth for Public Works is hereto attached and forms a part of the minutes.

DIRECTOR OF COMMUNITY SERVICES

A copy of the Community Services report prepared by C. Sutter for March 15, 2018 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 (February)

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

052.03.15.18

MOVED by Clr. McDermott to adopt the 2018 February Balance Sheet, Income Statement and reconciliation report for the Town of Killam accounts.

CARRIED

RECREATION BOARD

b) Recreation Board (February)

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

053.03.15.18

MOVED by Clr. Grove to adopt the 2018 February Killam Recreation Board Balance Sheet, Income Statement and reconciliation report.

CARRIED

LIBRARY

a) Boards

i) Killam Public Library (February)

054.03.15.18

MOVED by Clr. McDermott to adopt the 2018 February Killam Public Library account reconciliation.

CARRIED

SKNGS

ii) Sedgewick Killam Natural Gas System (February)

055.03.15.18

MOVED by Clr. Krys to adopt the February 2018 Sedgewick Killam Natural Gas System account reconciliation.

CARRIED

ADJOURNMENT

Mayor Kellert adjourned the regular Council Meeting at 9:09pm.

Mayor

Chief Administrative Officer

Date

Date