

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 16, 2017 commencing at 7:00pm.

PRESENT	Bud James Brenda Grove Diane Gordon Rick Krys Brenda McDermott Kim Borgel Darlene Gotobed	Mayor Councillor Councillor Councillor Councillor CAO Recording Secretary
ABSENT	Clr. Eskra and Clr. Kinzer were absent with regret.	
CALL TO ORDER	Mayor James called the meeting to order at 7:00pm.	
AGENDA	MOVED by Clr. Grove to accept the Agenda of the March 16, 2017 regular Council meeting.	CARRIED
DISMISSAL OF DISQUALIFICATION ESKRA 054.03.16.17	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. MOVED by Clr. Krys to excuse the absence of Clr. Eskra for the March 16, 2017 regular council meeting, thereby dismissing his disqualification.	CARRIED
<u>MINUTES</u>		
BYLAW NO. 844- PUBLIC HEARING MTG MINUTES FEB 16, 2017	MOVED by Clr. Gordon to accept the meeting minutes for the Thursday, February 16, 2017 Public Hearing of Bylaw No. 844.	CARRIED
REGULAR COUNCIL MINUTES FEB 16, 2017	MOVED by Clr. Krys to accept the regular Council Meeting minutes for February 16, 2017.	CARRIED
<u>UNFINISHED BUSINESS</u>		
2016 TOK FINANCIAL STATEMENT 055.03.16.17	A copy of the 2016 Town of Killam Financial Statements, as prepared by Mr. B. King, is hereto attached and forms a part of the minutes. MOVED by Clr. Gordon to accept the 2016 Town of Killam Financial Statement as presented.	CARRIED

**CURBSIDE
RECYCLING
PROGRAM**
056.03.16.17

A copy of the RFD regarding curbside recycling services for the Town of Killam is hereto attached and forms a part of the minutes.

MOVED by Clr. Krys to have Flagstaff Regional Solid Waste Management provide the Town of Killam with curbside recycling services once a month for a cost of \$10,440 per year, allowing the current residential garbage fees to remain at \$33 per month per residence;

Further, that the curbside recycling program be re-evaluated in November to determine if additional pick-ups would be needed in 2018.

CARRIED

NEW BUSINESS

BYLAW NO. 846
ROAD CLOSURE
BYLAW

A copy of draft Bylaw No. 846, Road Closure, for the closure of the road described as Lisgar Avenue from the east property line of Plan 162 1621, Block 26, Lot 4, to the western property line of NE18-44-13-W4M, is hereto attached and forms a part of the minutes.

BYLAW NO. 846, BEING A BYLAW OF THE TOWN OF KILLAM IN THE PROVINCE OF ALBERTA TO AUTHORIZE THE CLOSING TO PUBLIC TRAVEL AND DISPOSING OF PORTIONS OF A PUBLIC ROAD IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M-26, STATUTES OF ALBERTA 2000, AS AMENDED.

1ST READING
057.03.16.17

MOVED by Clr. Grove to accept First Reading of Bylaw No. 846, Road Closure Bylaw for the closure of the road described as Lisgar Avenue from the east property line of Plan 162 1621, Block 26, Lot 4, to the western property line of NE18-44-13-W4M.

CARRIED

A Public Hearing will be held for Bylaw No. 846 on Wednesday, April 19, 2017 at the Killam Council Chambers, beginning at 6:30pm.

**UPDATED TOK
POLICIES &
PROCEDURES**

Draft copies of Town of Killam policies including C001, C002, C003, C004, C005, C006, C007, C008, C009 and procedures P010 and P011 are hereto attached and form a part of the minutes.

**POLICY C003 – TAX
COLLECTION /
CONCESSIONS**
058.03.16.17

MOVED by Clr. Gordon to accept the amended Town of Killam Policy C003 – Tax Collection / Concessions, with change to include:

Section 5. Community Improvement & Consolidation Program

d. Demolitions

iii. Construction Period

a) “Construction of the building must be completed to the point of being suitable for occupancy within ~~six~~ twelve months of the start of the construction date on the building permit.

CARRIED

POLICY #:

C005

CONCRETE DISPOSAL

C006

FINANCIAL RPTS

059.03.16.17

MOVED by Clr. Gordon to accept Policies C005 – Concrete Disposal and C006 – Financial Reports to Council and the Public, as presented with corrections made to spelling as recommended. **CARRIED**

POLICY C007 –

SERVICE CHARGE &

BORROWING

AGREEMENTS

060.03.16.17

MOVED by Clr. Gordon to accept Town of Killam Policy C007 – Service Charge & Borrowing Agreements, with amendments to include the following: “Appropriate Financial Institutions” to indicate both “Vision Credit Union” and “ATB Financial” where required within the document. **CARRIED**

POLICIES #'S - C001,

C002, C004, C008

PROCEDURE #'S -

P010 & P011

061.03.16.17

MOVED by Clr. Krys to accept the following policies and procedures as presented for the Town of Killam:

C001 – Town Designated Assessor

C002 – Intermunicipal Assessment Review Board

C004 – Tax Recovery Properties

C008 – Tangible Capital Assets

C009 – Capital Budgeting

P010 – Taxation Reminder Notice

P011 – Cash Receipts

CARRIED

APRIL COUNCIL

MTG DATE

APR 19, 2017

Due to conflicting schedules, the date for the April regular Council Meeting will be Wednesday, April 19, 2017 at 7:00pm.

CORRESPONDENCE

- 1. Killam Community Hall Board** - A copy of the balance sheet, statement of revenue and expenditures for December 31, 2016 and 2017 budget.
- 2. Communities in Bloom** – Invitation to Celebrate Canada’s 150th anniversary by participating in the Communities in Bloom program.
- 3. Edwards Land – Altura Energy Inc.** – Proposed Killam North Pipeline letter of notification.

CANADA 150 PINS

4. BJ Sales – Canada 150 Lapel Pins – Introducing his company who will be making lapel pins for the Canada 150 celebration.

062.03.16.17

MOVED by Clr. Kryz to order 200 Cross Flag Canada 150 pins from BJ Sales in recognition of Canada’s 150 celebration in 2017.

CARRIED

CORRESPONDENCE

ACKNOWLEDGED

063.03.16.17

MOVED by Clr. McDermott to accept the correspondence for March 16, 2017 as information.

CARRIED

COUNCIL COMMITTEE REPORTS

1. Mayor James

a) Mayors Report (January and February)

A copy of the reports for January and February, prepared for Council by Mayor James, are hereto attached and form a part of the minutes.

b) Regional Governance Committee

Copies of the information from the January 16, 2017 and February 21, 2017 meeting notes regarding FIP’s Regional Governance Committee meetings are hereto attached and form a part of the minutes.

c) Eastern Alberta Trade Corridor

A copy of Mayor James’ report from the “Local to Global Forum” attended on March 2, 2017 in Camrose is hereto attached and forms a part of the minutes.

d) AUMA Mayor’s Caucus

A copy of the report highlighting topics during the AUMA Mayor’s Caucus meeting held on March 7 and 8, 2017 and prepared by Mayor James is hereto attached and forms a part of the minutes.

2. Clr. Grove

a) Emergency Services Committee

A copy of Clr. Groves report from the recent Emergency Services Committee meeting held on February 28, 2017 is hereto attached and forms a part of the minutes.

b) Community Advisory Committee

A copy of the information provided during a recent Community Advisory Committee meeting, attended by Clr. Grove, is hereto attached and forms a part of the minutes.

3. Clr. Kinzer

a) FFCS Committee

A copy of the report prepared by Clr. Kinzer with meeting notes from the March 8, 2017 Flagstaff Family and Community Services committee meeting is hereto attached and forms a part of the minutes.

4. Clr. McDermott

a) Urban Systems & 13 Ways Report

A copy of the report prepared by Clr. McDermott with information from the March 11, 2017 meeting held regarding Urban Systems and 13 Ways is hereto attached and forms a part of the minutes.

5. Clr. Gordon

a) Flagstaff Medical Recruitment & Retention

A copy of the minutes from the recent March 6, 2017 Flagstaff Community Medical Recruitment & Retention Committee meeting are hereto attached and forms a part of the minutes.

6. Clr. Krys

a) Killam Recreation Board

A copy of Clr. Krys' report highlighting the Killam Recreation Boards' March 13, 2017 meeting, as well as a copy of the 2017 proposed operations budget, are hereto attached and form a part of the minutes.

**KILLAM REGIONAL
AQUATIC CENTRE**

064.03.16.17

MOVED by Clr. Krys to accept recommendation of the Killam Recreation Board to change the name of the pool to "Killam Regional Aquatic Centre".

CARRIED

**2017 SUMMER FUN
FEE ADJUSTMENTS**

065.03.16.17

MOVED by Clr. Krys to accept recommendation of the Killam Recreation Board to adjust the prices for the 2017 Summer Fun Program as follows:

- Pre-registered before June 26, 2017 pay \$30/day/child on Monday/Wednesday/Friday
- Pre-registered June 26, 2017 pay \$35/day/child on Tuesday and Thursday with \$5/child/day going to swimming expenses
- 10% off for every child after 1 full priced Registered Child
- Registered after June 26, 2017 pay \$35/day/child on Monday/Wednesday/Friday
- Registered after June 26, 2017 pay \$40/day/child on Tuesday and Thursday with \$5/child/day going to swimming expenses

CARRIED

**REC BOARD
MEMBERS**

066.03.16.17

MOVED by Clr. Krys to accept Killam Recreation Board recommendation and accept Murray Gaume and Brooke Grove to act as board members for a three year term, retroactive to January 1, 2017 and expiring on December 31, 2019.

CARRIED

**PFFF LEASE
AGREEMENT
REVIEW**

067.03.16.17

MOVED by Clr. Krys to accept Killam Recreation Board recommendation and review the Parents For Fun in Flagstaff lease agreement, due to be renewed in December of 2017, and enter into a renewed three year lease agreement with a proposed cost of \$525 per month, to aid in covering the basic utility costs for that portion of the facility space.

CARRIED

**MINIMUM
NUMBER FOR
PROGRAMS**

068.03.16.17

MOVED by Clr. Krys to accept recommendation of the Killam Recreation Board to implement a policy beginning May 1, 2017 whereby pre-registration for programs will be required, assuring a specified number of participants prior to the start of the proposed program.

CARRIED

**PERSONNEL
ISSUE
IN-CAMERA**

8:06PM

Clr. Krys requested the proceedings move in-camera to discuss a Personnel issue.

MOVED by Clr. McDermott to go in camera at 8:06pm.

CARRIED

RECONVENE

8:28PM

MOVED by Clr. Gordon to reconvene at 8:28pm.

CARRIED

**BATTLE RIVER
KNIGHTS MINOR
HOCKEY ICE RATES**

069.03.16.17

MOVED by Clr. Krys to accept recommendation of the Killam Recreation Board to maintain the ice rental rate for the Battle River Knights Minor Hockey Association at \$130 per hour; in addition, the Killam Recreation Board grant the Battle River Knights Minor Hockey Association \$12,500 for the 2017-2018 hockey season.

CARRIED

**2017 REC BRD
OPERATIONS
BUDGET**

070.03.16.17

MOVED by Clr. Krys to defer acceptance of the Killam Recreation Board's approval of the 2017 Operations Budget until the same date that the Town of Killam approves their 2017 Operations Budget, the date of which is to be announced.

CARRIED

COMMITTEE REPORTS

- ACTION ITEMS** A copy of the February 16, 2017 Action Items List is hereto attached and forms a part of the minutes.
- CAO REPORT** A copy of the CAO Report, prepared by K. Borgel, for the March 16, 2017 Council Meeting 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 March, is hereto attached and forms a part of the minutes.
- ADJOURNMENT** Mayor James adjourned the regular Council Meeting at 8:47pm.

Mayor

Chief Administrative Officer

Date

Date