

Town of Killam Regular Council Meeting

27

Minutes of the regular Council meeting held in Council Chambers of the Town Office, Killam, Alberta, on Thursday, May 17, 2018 commencing at 7:00pm.

- PRESENT**
- | | |
|------------------|---------------------|
| Ben Kellert | Mayor |
| Brenda Grove | Councillor |
| Rick Kryz | 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 6:50pm.
- AGENDA** **MOVED** by Clr. McDermott to accept the Agenda of the Thursday, May 17, 2018 regular Council meeting with the addition of:
- COUNCIL COMMITTEE REPORTS**
- 1. Clr. Kryz**
- b) Flagstaff Regional Waste Committee (verbal report)
- CARRIED**
- MINUTES**
- REG COUNCIL MINUTES**
APR 26, 2018
- MOVED** by Clr. McDermott to accept the regular Council Meeting minutes for Thursday, April 26, 2018.
- CARRIED**
- UNFINISHED BUSINESS**
- BYLAW NO. 853 AMENDING LUB**
- A draft copy of Town of Killam’s Bylaw No. 853, Amending LUB, is hereto attached and forms a part of the minutes.
- BYLAW NO. 853, BEING A BYLAW OF THE TOWN OF KILLAM, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF AMENDING THE TOWN OF KILLAM LAND USE BYLAW NO. 809 as follows:**
- AMEND Section 20: Variance Authority***
- Giving the Development Authority the ability to consider an application for a development that does not conform with this Bylaw, if in its opinion: the proposed development conforms with the use prescribed for the land or building in this Bylaw; and the proposed development would not unduly interfere with the amenities of the neighbourhood; or materially interfere with or affect the use, enjoyment or value of neighbouring properties.

AMEND Section 22: Notice and Validity of Decision

When a development permit that is a discretionary use, or if it is a permitted use but requires a variance, is approved, the Development Officer shall publicize a notice of decision.

A permit does not come into effect until 21 days after the date the approval is posted or published in the newspaper, rather than the current 14 days. This is being amended to be compliant with the new Municipal Government Act.

AMEND Section 24: Appealing a Decision

An appeal by an applicant must be commenced within **21** days of the notification of the decision or when the 40 day period or any time extension expires. This is being amended to be compliant with the new Municipal Government Act.

AND AMEND Section 36: Corner Lot Provision

To state that the location of buildings, excluding Accessory Buildings, on corner sites shall be subject to the approval of the Municipal Planning Commission who may at their discretion, relax the front yard setback requirements taking into account the location of existing adjacent buildings or the permitted setback on adjacent sites where a building does not exist, and having regard for the variances allowed.

First Reading for Bylaw No. 853, amending Land Use Bylaw No. 80 was given April 26, 2018.

2ND READING

075.05.17.18

MOVED by Clr. Krys to accept Second Reading of Bylaw No. 853, Amending Land Use Bylaw No. 809. **CARRIED**

3RD & FINAL READING

076.05.17.18

MOVED by Clr. Krys to accept Third and Final Reading of Bylaw No. 853, Amending Land Use Bylaw No. 809. **CARRIED**

NEW BUSINESS

BYLAW NO. 854
2018 TAXATION
BYLAW

A draft copy of Bylaw No. 854, 2018 Taxation Bylaw for the Town of Killam, is hereto attached and forms a part of the minutes.

BYLAW NO. 854, 2018 TAXATION BYLAW, BEING A BYLAW OF THE TOWN OF KILLAM IN THE PROVINCE OF ALBERTA TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE TOWN OF KILLAM FOR THE 2018 TAXATION YEAR.

1ST READING

077.05.17.18

MOVED by Clr. Grove to accept First Reading of Bylaw No. 854, 2018 Taxation Bylaw as presented. **CARRIED**

2ND READING

078.05.17.18

MOVED by Clr. Krys to accept Second Reading of Bylaw NO. 854, 2018 Taxation Bylaw as presented. **CARRIED**

SUBMITTED FOR

3RD READING

079.05.17.18

MOVED by Clr. Pierce to submit Bylaw No. 854, 2018 Taxation Bylaw for the Town of Killam for Third and Final Reading as presented.

CARRIED UNANIMOUSLY

**3RD & FINAL
READING**

080.05.17.18

MOVED by Clr. McDermott to accept Third and Final Reading of Bylaw No. 854, 2018 Taxation Bylaw, as presented. **CARRIED**

**LINE OF CREDIT
2018 RENEWAL**

A copy of the Vision Credit Union letter requesting the annual confirmation for the line of credit renewal is hereto attached and forms a part of the minutes.

081.05.17.18

MOVED by Clr. Krys to renew the agreement with Vision Credit Union for a line of credit for the Town of Killam in the amount of \$200,000 for 2018-19.

CARRIED

**REGIONAL SCADA
PROJECT**

A copy of the RFD regarding the requirements for the proposed regional SCADA system upgrades, as well as the report provided by ATAP Infrastructure Management Ltd., is hereto attached and forms a part of the minutes.

082.05.17.18

MOVED by Clr. McDermott to accept recommendation and approve Administration to precede with the Water Treatment Plant SCADA system upgrades at a cost of \$81,000 for the Town of Killam, to be funded by Water Reserves. **CARRIED**

**TOK POLICY B007
HUMAN RESOURCES
AMENDMENTS**

A copy of Town of Killam's Policy B007, Human Resources, with suggested amendments to Section 17- Probation Period, Section 18- Hours of Work, Flexible Time and Standby and Section 27-Overtime, is hereto attached and forms a part of the minutes.

083.05.17.18

MOVED by Clr. Pierce to approve the recommended amendments to the Town of Killam B007, Human Resources Policy to clarify the following:

- Probation Period – Page 3, Section 17 - b & c
- Hours of Work, Flexible Time and Standby
Page 3-4, Section 20 – 26
- Overtime – Page 4, Section 27 – 36

CARRIED

**PLAYGROUND
INSPECTION
RESULTS**

084.05.17.18

A copy of the RFD related to the findings of the 2017 playground inspection report is hereto attached and forms a part of the minutes.

MOVED by Clr. Kryz to accept recommendation arising from the 2017 Apple Play Safe playground inspection report and proceed with the following:

1. *Immediate removal* of play structure at Ball Park and swing set at “Gordon” Park.
2. *Immediate removal* of older swing set and “see saw” at Heritage Park.
3. Proceed with recommended small maintenance items as per playground inspection beginning Spring of 2018.
4. Develop a Playground Plan for 2019, as well as a long term plan, to be presented prior to the 2019 Town of Killam budget for approval.
5. Battle River Community Foundation \$2,500 grant received for replacing a swing set at Gordon Park will be deferred until further information is gathered from the Kids Connection Daycare regarding their future usage of the Gordon Park playground.

CARRIED

CORRESPONDENCE

1. Fortis Alberta – 2018 approved rates.
2. Flagstaff County – Letter to Emergency Services Committee regarding the draft business plan.
3. Interagency Meeting Minutes from May 1, 2018 meeting.

CORRESPONDANCE

085.05.17.18

MOVED by Clr. Grove to accept the Correspondence for May 17, 2018 as information.

CARRIED

COUNCIL COMMITTEE REPORTS

1. **Clr. Kryz**

a) **Flagstaff Regional Solid Waste Management (Verbal Report)**

Clr. Kryz attended a recent meeting of the Flagstaff Regional Solid Waste Management committee and verbally reported the following:

- Business Strat session was hosted, vision statement has been updated
- Changes to recycling are in the future
- A new truck that had been ordered had to be returned because of performance issues. It has still not been brought back.
- More education to Users to recycle properly
- Alternatives for residential garbage collection is being reviewed

COMMITTEE REPORTS

ACTION ITEMS

A copy of the April 26, 2018 Action Items List is hereto attached and forms a part of the minutes.

- CAO REPORT** A copy of CAO Borgel’s report to Council for May 17, 2018 is hereto attached and forms a part of the minutes.
- SUMMER COUNCIL MTG DATES**
086.05.17.18 **MOVED** by Clr. McDermott that the summer dates for the regular council meetings be adjusted as follows:
 - July 19, 2018 council meeting cancelled
 - August 16, 2018 meeting date moved to Thursday, August 9, 2018.

CARRIED

PUBLIC WORKS REPORT A copy of the May 17, 2018 report prepared by D. Berrecloth for Public Works is hereto attached and forms a part of the minutes.

 Work will be done on a back alley that was of concern the week of May 22-25, 2018. Additionally, attention was brought forth regarding the frost heaves that have appeared in the parking lot at the ball diamonds. Administration will notify Public Works.

DIRECTOR OF COMMUNITY SERVICES A copy of the Community Services report prepared by C. Sutter for May 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 (April)**
 - i) Balance Sheet
 - ii) Income Statement
 - iii) Reconciliation Sheet
 087.05.17.18 **MOVED** by Clr. McDermott to adopt the 2018 April Balance Sheet, Income Statement and reconciliation report for the Town of Killam accounts.

CARRIED

RECREATION BOARD **b) Recreation Board (April)**
 - i) Balance Sheet
 - ii) Income Statement
 - iii) Reconciliation Sheets
 088.05.17.18 **MOVED** by Clr. Krys to adopt the 2018 April Killam Recreation Board Balance Sheet, Income Statement and reconciliation report.

CARRIED

LIBRARY
 089.05.17.18 **a) Boards**
i) Killam Public Library (April)
MOVED by Clr. Grove to adopt the 2018 April Killam Public Library account

reconciliation.

CARRIED

SKNGS

ii) Sedgewick Killam Natural Gas System (April)

090.05.17.18

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

CARRIED

ADJOURNMENT

Mayor Kellert adjourned the regular Council Meeting at 7:41pm.

Mayor

Chief Administrative Officer

Date

Date