

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, May 18, 2017 commencing at 7:00pm.

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

ABSENT Clr. Kinzer was absent with regret.

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

AGENDA **MOVED** by Clr. Kryz to accept the Agenda of the May 18, 2017 regular Council meeting.

CARRIED

MINUTES

PUBLIC HEARING

BYLAW 846
APR 19, 2017

MOVED by Clr. Eskra to accept the minutes for April 19, 2017 Public Hearing for Bylaw No. 846, Road Closure.

CARRIED

REGULAR COUNCIL

MINUTES
APR 19, 2017

MOVED by Clr. McDermott to accept the regular Council Meeting minutes for April 19, 2017.

CARRIED

PUBLIC HEARING

BYLAW 849
MAY 9, 2017

MOVED by Clr. Gordon to accept the meeting minutes for the May 9, 2017 Public Hearing for Bylaw 849, LUB Amendment.

CARRIED

UNFINISHED 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 &
PUBLIC HEARING**

First Reading was passed on March 16, 2017 by Resolution #057.03.16.17.
The Public Hearing was held on April 19, 2017 for this Bylaw.

2ND READING
096.05.18.17

MOVED by Clr. Eskra to accept Second 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**

3RD READING
097.05.18.17

MOVED by Clr. Krys to accept Third and Final 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**

BYLAW NO. 849
AMENDING LUB 809

A draft copy of Bylaw No. 849, amending LUB 809, is hereto attached and forms a part of the minutes.

BYLAW NO. 849 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 SCHEDULE "A";

WHEREBY DESIGNATION OF PLAN 1568RS, BLOCK 15, LOT 3 FROM RESIDENTIAL (R1) DISTRICT TO RESIDENTIAL MOBILE HOME SUBDIVISION (R2) DISTRICT.

**1ST READING &
PUBLIC HEARING**

First Reading of Bylaw No. 849, Amending LUB 809, was first given on April 19, 2017 by Resolution #080.04.19.17. A Public Hearing for Bylaw No. 849 was held on May 9, 2017.

2ND READING
098.05.18.17

MOVED by Clr. Gordon to accept Second Reading of Bylaw No. 849, amending LUB 809, Schedule "A", as presented. **CARRIED**

3RD READING
099.05.18.17

MOVED by Clr. McDermott to accept Third and Final Reading of Bylaw No. 849, amending LUB 809, Schedule "A", as presented. **CARRIED**

NEW BUSINESS

**UPDATED TOK
POLICIES
B007, B008 &
C023 – C025**
100.05.18.17

Draft copies of Town of Killam policies including B007, B008 and C023 through to C25, are hereto attached and form a part of the minutes.

MOVED by Clr. Grove to accept the following policies as presented for the

Town of Killam:

- B007 – Human Resources
- B008 – Working Alone
- C023 – Annual Budget
- C024 – Mutual Aid Agreements
- C025 – 10 Year Capital Plan

CARRIED

2017 GAS METER REPLACEMENT

A copy of the Barchard Engineering Ltd. invoice with the cost of the meters that are required for replacement in 2017 is hereto attached and forms a part of the minutes.

101.05.18.17

MOVED by Clr. Krys to approve the Barchard Engineering Ltd. invoice, in the amount of \$12,300 plus GST, for the cost of gas meter replacements required in the Town of Killam in 2017; further, that this expense be funded from Gas Reserves.

CARRIED

BYLAW NO. 773B TRAFFIC CONTROL

A copy of draft Bylaw No. 773B, to regulate and control motor vehicle traffic within the Town of Killam, is hereto attached and forms a part of the minutes.

BYLAW NO. 773B, BEING A BYLAW OF THE TOWN OF KILLAM IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF AMENDING BYLAW NO. 773 TO REGULATE AND CONTROL MOTOR VEHICLE TRAFFIC.

1ST READING

102.05.18.17

MOVED by Clr. Grove to accept First Reading of Bylaw No. 773B, to regulate and control motor vehicle traffic within the Town of Killam.

CARRIED

2ND READING

103.05.18.17

MOVED by Clr. Gordon to accept Second Reading of Bylaw No. 773B, to regulate and control motor vehicle traffic within the Town of Killam.

SUBMIT FOR FINAL READING

104.05.18.17

MOVED by Clr. Krys to submit Bylaw No. 773B, to Regulate and Control Motor Vehicle Traffic within the Town of Killam, for Third and Final Reading.

CARRIED UNANIMOUSLY

3RD READING

105.05.18.17

MOVED by Clr. Eskra to accept Third and Final Reading of Bylaw No. 773B, to regulate and control motor vehicle traffic within the Town of Killam.

CARRIED

LINE OF CREDIT 2017 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.

106.05.18.17

MOVED by Clr. Eskra to once again renew the agreement with Vision Credit Union for a line of credit for the Town of Killam in the amount of \$200,000.

CARRIED

Clr. Grove, being an employee of Vision Credit Union felt she may financially benefit from line of credit commissions, excused herself citing pecuniary interest and exited Council Chambers at 7:20pm, re-entering again at 7:21pm following the passing of resolution.

BYLAW NO. 850A
2017 TAXATION
BYLAW

A draft copy of Bylaw No. 850A, 2017 Taxation Bylaw for the Town of Killam, is hereto attached and forms a part of the minutes.

BYLAW NO. 850A, 2017 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 2017 TAXATION YEAR.

1ST READING
107.05.18.17

MOVED by Clr. Krys to accept First Reading of Bylaw No. 850A, 2017 Taxation Bylaw as presented. **CARRIED**

2ND READING
108.05.18.17

MOVED by Clr. Gordon to accept Second Reading of Bylaw NO. 850A, 2017 Taxation Bylaw as presented. **CARRIED**

SUBMITTED FOR
3RD READING
109.05.18.17

MOVED by Clr. McDermott to submit Bylaw No. 850A, 2017 Taxation Bylaw for the Town of Killam for Third and Final Reading as presented.

CARRIED UNANIMOUSLY

3RD & FINAL
READING
110.05.18.17

MOVED by Clr. Grove to accept Third and Final Reading of Bylaw No. 850A, 2017 Taxation Bylaw, as presented. **CARRIED**

CORRESPONDENCE

- 1. Alberta Seniors & Housing** – Letter and publications to support Canadians providing care to older family members or friends.
- 2. Alberta Labor** – Notice that Town of Killam was not approved for a STEP grant.
- 3. Alberta Municipal Affairs** – MSI Capital – Notice that our Lift Station grant amendment was approved.
- 4. Safety Codes Council** – Notice that they have received our 2016 Internal Review.
- 5. Senate of Canada** – Invitation to provide names of two individuals who make our community a stronger place to live, as they would like to provide special certificates as recognition.

Members of Council are asked to bring recommendations forward at an upcoming Council meeting.

- 6. **Alberta Municipal Affairs** – Announcement that communities will continue to receive MSI for the next 2 years.
- 7. **Alberta Recreation Parks Association** – Invitation to nominate volunteers who have had a significant impact on improving the quality of life through recreation and parks.
- 8. **Municipal Planning services Ltd.** – Notification of a proposed subdivision in SW 20-44-13 W4.
- 9. **West Central Planning Agency** – Copy of the approved subdivision for Plan RN97
- 10. **Flagstaff County** – Peace Officer Quarterly Report.

**INTERMUNICIPAL
ASSESSMENT
REVIEW BOARD
MEMBERS**

111.05.18.17

- 11. **Intermunicipal Assessment Review Board** – Request to appoint Kari Fox-Newby and Ken Bullock to the Intermunicipal Assessment Review for a 3 year term.

MOVED by Clr. McDermott to accept recommendation of the Intermunicipal Assessment Review Board and appoint Mrs. Kari Fox-Newby and Mr. Ken Bullock to the Board for a 3 year term, expiring in May 2020. **CARRIED**

**FARM SAFETY
CENTRE**

112.05.18.17

- 12. **Farm Safety Centre** - Request for \$300 from communities in support of farm safety education. The last time they were in Killam was October 2015 and they visited 6 classrooms and presented to 134 students.

MOVED by Clr. Grove to forward the Farm Safety Centre \$300 in support of the farm safety education promotion for 2017. **CARRIED**

**NAMING OF BALL
DIAMONDS
REQUEST**

- 13. **Killam Minor Ball** – Letter to the Killam Recreation Board and Town of Killam requesting that the Killam Ball Diamonds be renamed after Bob Gabruck.

Council recommended that, as this request is recreation related, that it be forwarded to the Killam Recreation Board for their response.

- 14. **Town of Hardisty** – Letter acknowledging their appointment of 2 new members to the Intermunicipal Assessment Review Board.

- 15. **Flagstaff County** - Letter acknowledging their acceptance of recommendations from FIP for the Regional Water Operator Project – to retain ATAP to do an oversight and testing of the SCADA improvement at a cost of \$60,000 and to approve a 5 year commitment to fund the position of a Regional Water/Wastewater Coordinator at a cost of \$150,000 to be shared by all municipalities.

- 16. **Flagstaff Region** – Save the date notice regarding the Flagstaff Celebrates Success Event on Wednesday, October 11.

**CORRESPONDENCE
ACKNOWLEDGED**

113.05.18.17

MOVED by Clr. Gordon to accept the correspondence for May 18, 2017 as information. **CARRIED**

COUNCIL COMMITTEE REPORTS

1. Mayor James

a) Mayors Report (April)

A copy of Mayor James' Mayors Report to Council for March is hereto attached and forms a part of the minutes.

b) Flagstaff Intermunicipal Partnership

The report summarizing the May 1, 2017 Flagstaff Intermunicipal Partnership meeting is hereto attached and form a part of the minutes.

**REGIONAL
OPERATORS
CONSORTIUM**
114.05.18.17

MOVED by Clr. Gordon to accept recommendation of the Flagstaff Intermunicipal Partnership as follows:

“That the Flagstaff Intermunicipal Partnership proceed with the regional water operations program conditional to the Town of Daysland, Flagstaff County and Village of Forestburg agreeing to utilize up to \$60,000 from their Regional Water Operator Project to engage ATAP to undertake the following:

- Facilitation and development of Regional Operations Program to develop policies and a draft agreement for retaining a Regional Water/Waste Water Coordinator; and,
- To provide oversight and testing of the SCADA improvements which will include changing the regional server into a backup system for each individual site and building in control mechanisms to allow for remote control of plants and facilities.

And further moved that the Flagstaff Intermunicipal Partnership recommend to all member municipalities to agree to a five (5) year commitment to fund the position of a Regional Water/Waste Water Coordinator at a cost of approximately \$150,000 per year. ”

MOTION DEFEATED

2. Clr. Krys

a) Killam Recreation Board

A copy of the RFD provided to the Killam Recreation Board for the Arena Ice Plant Header project, as well as the proposed agreement with the Battle River Knights minor hockey association for 2017-18 is hereto attached and forms a part of the minutes.

**BRK 2017/18 ICE
RENTAL
AGREEMENT**
115.05.18.17

MOVED by Clr. Krys to accept Killam Recreation Board's recommendation to

enter into agreement with the Battle River Knights Minor Hockey Association for the term of 1 year, from May 1, 2017 to April 30, 2018;

Further, the following funding formula use base ice rental of \$100 per hour and for every \$1,000 of grant funding provided, the hourly rate increases by \$2.72 per hour;

Therefore, the Killam Recreation Board will grant the Battle River Knights Minor Hockey Association \$30,000, thereby charging an ice rental rate of \$181.60 per hour for the 2017/18 hockey season.

**ARENA ICE PLANT
HEADER PROJECT
TENDER
AWARDED
116.05.18.17**

CARRIED

MOVED by Clr. Krys to accept recommendation of the Killam Recreation Board to award the Cool & Heat Ice Plant Header Project for the Killam Memorial Arena to Startec Service for a bid of \$139,313.24 (which includes GST).

CARRIED

3. Clr. Grove

a) Flagstaff Regional Solid Waste Management

A copy of the Flagstaff Regional Solid Waste Management 2016 Financial Statement is hereto attached and forms a part of the minutes.

4. Clr. Kinzer

a) Flagstaff Family & Community Services

A copy of the report prepared by Clr. Kinzer with information from the May 10, 2017 Flagstaff Family & Community Services committee meeting is hereto attached and forms a part of the minutes.

Clr. Krys exited Council Chambers during discussion of Clr. Kinzer's report at 8:07pm, re-entering again at 8:09pm.

COMMITTEE REPORTS

ACTION ITEMS

A copy of the April 19, 2017 Action Items List is hereto attached and forms a part of the minutes.

A breakfast will be held in recognition of National Public Works Week (previously proclaimed at the April 19, 2017 meeting) on Friday, May 26, 2017 at the Killam Agriplex Multipurpose Room beginning at 6:30am with Town of Killam Council and Staff.

**SENIORS WEEK
2017
117.05.18.17**

MOVED by Clr. Eskra to recognize June 5 – 11, 2017 as Seniors Week and host

a Coffee and Pastry morning at the Killam Seniors Center on Tuesday, June 6, 2017 from 10:00 – 11:00am. **CARRIED**

CAO REPORT

A copy of the report prepared by CAO Borgel for the May 18, 2017 Council meeting is hereto attached and forms a part of the minutes.

Discussion regarding the renewal of the Real Estate Contract was reviewed.

Mayor James cited pecuniary interest, as he operates a real estate business, and exited Council Chambers at 8:20pm, re-entering at 8:23pm following the passing of resolution.

TOK REAL ESTATE REPRESENTATIVE

118.05.18.17

MOVED by Clr. Krys to renew the contract with Karen Cannady, Century 21, as the representative of the Town of Killam for the sale of vacant residential and commercial properties for 2017. **CARRIED**

PUBLIC WORKS REPORT

A copy of the report prepared by D. Berrecloth for Public Works 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 April 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 Sheets

119.05.18.17

MOVED by Clr. McDermott to adopt the 2017 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

120.05.18.17

MOVED by Clr. Krys to adopt the 2017 April Killam Recreation Board Balance Sheet, Income Statement and reconciliation report.

CARRIED

c) Boards

LIBRARY

121.05.18.17

i) Killam Public Library (April)

MOVED by Clr. McDermott to adopt the 2017 April Killam Public Library account reconciliation.

CARRIED

SKNGS

122.05.18.17

ii) Sedgewick Killam Natural Gas System (April)

MOVED by Clr. Eskra to adopt the April 2017 Sedgewick Killam Natural Gas System account reconciliation.

CARRIED

ADJOURNMENT

Mayor James adjourned the regular Council Meeting at 8:28pm.

Mayor

Chief Administrative Officer

Date

Date