

Minutes of the Organizational Meeting, held in the Council Chambers of the Town Office, Killam, Alberta, Thursday, October 13, 2016, commencing at 7:00pm.

PRESENT

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

CALL TO ORDER

Mayor James called the Organizational meeting to order at 7:00pm.

AGENDA

AGENDA

MOVED by Clr. Eskra to accept the agenda as presented.

CARRIED

MINUTES

**ORGANIZATION
MTG**

OCT 15, 2015

A copy of the minutes from October 15, 2015 Organizational Meeting are hereto attached and form a part of the minutes.

These minutes were previously approved November 19, 2015 and were provided to Council for information.

APPOINTMENTS

SOLICITOR

198.10.13.16

MOVED by Clr. McDermott that the firm of Brownlee LLP be appointed as Town Solicitors for 2016-2017.

CARRIED

ASSESSOR

199.10.13.16

MOVED by Clr. Kryz to have Gary Barber, Wainwright Assessment Group, continue as Assessor for the Town of Killam.

CARRIED

FIRE CHIEF

200.10.13.16

MOVED by Clr. Gordon that J. Knievel be appointed as Fire Chief for the Town of Killam for a term of one year.

CARRIED

2016-17 COMMITTEE APPOINTMENT

Mayor James recommendation for appointment of Council members to the community committees as follows:

Committee	Committee Members
DEPUTY MAYOR	B. McDermott
ADULT HOUSING	Council As A Whole
HIWAY 36 – Veteran’s Mem. Hwy	D. Eskra B. James (alternate)
BATTLE RIVER ALLIANCE FOR ECONOMIC DEVELOPMENT - BRAED	B. James D. Eskra (alternate)
BUSINESS & ECONOMIC DEVELOPMENT	Council As a Whole
CEMETERY	B. Grove C. Kinzer
CHAMBER OF COMMERCE	C. Kinzer B. James (alternate)
COMMUNITY ADVISORY - CAC	B. Grove D. Gordon (alternate)
DISASTER SERVICES	D. Gotobed (Director) D. Gordon (Deputy Director)
MEDICAL RECRUITMENT & RETENTION	D. Gordon C. Kinzer (alternate)
EMERGENCY SERVICES	D. Eskra B. Grove (alternate)
FINANCE & BYLAWS	Mayor Deputy Mayor
FLAGSTAFF FAMILY & COMMUNITY SERVICES	C. Kinzer D. Gordon (alternate)
FLAGSTAFF REGIONAL HOUSING	R. Krys B. McDermott (alternate)
FLAGSTAFF INTERMUNICIPAL PARTNERSHIP GROUP	B. James D. Eskra (alternate)
KILLAM LIBRARY	B. McDermott B. Grove (alternate)
RESIDENT ATTRACTION	B. James R. Krys Community Members
RECREATION BOARD	R. Krys (Council Rep) C. Kinzer (alternate)
SEDGEWICK-KILLAM NATURAL GAS SYSTEM - SKNGS	R. Krys B. McDermott D. Eskra
STREETS & SIDEWALKS	Council as a Whole
SUBDIVISION	Council as a Whole
WASTE MANAGEMENT/ RECYCLING - FRWMA	B. Grove D. Eskra (alternate)

**COMMITTEE LIST
2016-17**

201.10.13.16 **MOVED** by Mayor James to accept the committee appointments as presented.
CARRIED

MEETINGS

**REGULAR
MEETING
SCHEDULE
202.10.13.16**

MOVED by Clr. Gordon that regular Council Meetings be held on the 3rd Thursday of each month.

CARRIED

**REGULAR
MEETING TIME
202.10.13.16**

MOVED by Clr. Krys that regular council meetings begin at 7:00pm; further, should unfinished business still remain past 11:00pm, it shall be at the discretion of Council to continue to completion or carry the business forward to another meeting date.

CARRIED

ALLOWANCES

**MEALS
203.10.13.16**

MOVED by Clr. McDermott that meal allowances be reimbursed by receipt *or* up to \$15 Breakfast, \$15 Lunch and \$25 Supper without receipt.

CARRIED

**MILEAGE
204.10.13.16**

MOVED by Clr. Krys that the mileage allowance be 54¢ per km.

CARRIED

**SUBSISTENCE
205.10.13.16**

MOVED by Clr. Eskra that approved subsistence allowance be paid at \$200 per full day and \$100 per half day (under 4 hours).

CARRIED

HONORARIUMS AND ALLOWANCES

**MAYOR &
COUNCIL
HONORARIUMS
206.10.13.16**

MOVED by Clr. Krys to have Town of Killam Councillors receive remunerations of \$8,000 per year and that Town of Killam Mayor receive remuneration of \$14,000 per year.

CARRIED

**FIRE CHIEF
HONORARIUM
207.10.13.16**

MOVED by Clr. McDermott to forward the Fire Chief an honorarium of \$5,000 per year.

CARRIED

**VOLUNTEER FIRE
FIGHTERS
208.10.13.16**

MOVED by Clr. Eskra to award volunteer fire fighters \$20 per hour honorarium for attending fire calls and \$30 per practice meeting attended; additionally, four fire fighters receive \$100 per on-call weekend scheduled from April to September 30.

CARRIED

DISASTER SERVICES DIR.
209.10.13.16

MOVED by Clr. Kryz that the Director of Disaster Services be awarded an honorarium of \$2,000 for the year. **CARRIED**

BUSINESS

CODE OF CONDUCT

A copy of Town of Killam Policy #1.4, Code of Conduct for Members of Council & Council Committees is hereto attached and forms a part of the minutes.

Mayor James and members of Council reviewed Town of Killam Policy #1.4. In agreement, all members of Council signed and dated Schedule A - Code of Conduct for Members of Council and Council Committees.

PROCEDURAL BYLAW NO. 789 REVIEW

A copy of Bylaw No. 789, establishing rules of order to be followed in the operation of Council and Administration, for the purpose of governing the Town of Killam, is hereto attached and forms a part of the minutes.

In review, some changes to the Bylaw have been recommended.

- Section 5, #2. changed to read: "A Quorum of Council shall be a majority of those members elected and serve on council ~~, including the Mayor.~~"
- Administration will add to Bylaw 789: guidelines to follow by Council members for adding items of business to an upcoming Agenda that will allow for adequate time to research and present to Council, required background information. Discussion resulted in agreement that Council Members have information to Administration by 9:00am on a Friday preceding a regularly scheduled Thursday Council meeting. This information is to also reflect accordingly in the Town of Killam Policy manual.

DRESS CODE

Mayor and members of Council discussed the importance of presenting a professional appearance while representing manners of the Town, both "in house" or while attending outside committees on behalf of the Town. Council resolved in an informal agreement to wear casual business attire while working with issues of Town business.

ADJOURNMNT

The meeting was adjourned at 7:40pm.

Mayor

CAO

Date

Date