

## Town of Killam Regular Council Meeting

15

Minutes of the Regular Council meeting held in the Multi-Purpose Room of the Killam Agriplex, Killam, Alberta, on Thursday, April 16, 2020 commencing at 7:00pm.

<b>PRESENT</b>	Ben Kellert	Mayor
	Brenda Grove	Councillor
	Rick Krys	Councillor
	Brenda McDermott	Councillor
	Heidi Pierce	Councillor
	Kim Borgel	CAO/Recording Secretary

**CALL TO ORDER** Mayor Kellert called the regular council meeting to order at 7:00pm.

Mr. Brian King, Town Auditor and Mr. David Gordash, Town Gas Company Contractor were present to begin the meeting.

### AGENDA

**AGENDA** **MOVED** by Clr. Krys to accept the Agenda of the Thursday, April 16 2020 regular Council meeting with the following addition:

New Business #7 – Special Meeting – April 30, 2020. **CARRIED**

### DELEGATION

**DELEGATION –  
B. KING,  
2019 FINANCIAL  
STATEMENTS  
029.04.16.20**

Mayor Kellert welcomed Brian King, Town of Killam auditor to the meeting. Mr. King reviewed the completed 2019 Financial Statements with Council.

**MOVED** by Clr. Krys to accept the 2019 Town of Killam Financial Statements as presented. **CARRIED**

Mr. Brian King exited the meeting at 7:10pm.

**DELEGATION –  
D. Gordash,  
Gas & Water Meters**

Mayor Kellert welcomed David Gordash, Town of Killam Gas System Contractor to the meeting. Mr. Gordash presented to Council the necessity to purchase new “erts” for water and gas meters allowing meter reads to be read remotely.

- Current Neptune System is outdated
- Current equipment is over 15 years old
- Dave and Ankerton Gas to install Gas meter erts and PW to install water meter erts.
- Ankerton Gas has had this system for 12 years
- Reading time will go from 2.5 days for 3 men (walking from property to property) to ½ day for 1 man (driving the town)

Mr. David Gordash exited the meeting at 7:30pm.

### MINUTES

**REGULAR COUNCIL  
MINUTES  
FEB. 20, 2020**

**MOVED** by Clr McDermott to accept the regular Council Meeting minutes for Thursday, February 20, 2020 as presented. **CARRIED**

**SPECIAL COUNCIL  
MINUTES  
MARCH 25, 2020**

**MOVED by Clr Grove** to accept the Special Council Meeting minutes for Wednesday, March 25, 2020 as presented. **CARRIED**

**NEW BUSINESS**

**WAINWRIGHT  
ASSESSMENT GROUP  
AGREEMENT  
030.04.16.20**

**MOVED** by Clr. McDermott to renew the contract with Wainwright Assessment Group Ltd. to provide the Town of Killam assessment services for a period of 3 years (April 1, 2020 – March 3, 2023). **CARRIED**

**INTERMUNICIPAL ARB  
AGREEMENT  
031.04.16.20**

**MOVED** by Clr. Kryz to enter into the Intermunicipal Assessment Review Board agreement as presented. **CARRIED**

**BYLAW 804F –  
ARB BYLAW**

A draft copy of Bylaw No. 804F, allowing for the Town of Killam to establish an Assessment Review Board, is hereto attached and forms a part of the minutes.

**BEING A BYLAW OF THE TOWN OF KILLAM IN THE PROVINCE OF ALBERTA TO  
ESTABLISH INTERMUNICIPAL ASSESSMENT REVIEW BOARDS**

**1<sup>ST</sup> RDG  
032.04.16.20**

**MOVED** by Clr Pierce to accept First Reading of Bylaw No. 804F, known as the Intermunicipal Assessment Review Board Bylaw for the Town of Killam.

**CARRIED**

**2<sup>ND</sup> RDG  
033.04.16.20**

**MOVED** by Clr. Grove to accept Second Reading of Bylaw No. 804F, known as the Intermunicipal Assessment Review Board Bylaw for the Town of Killam.

**CARRIED**

**SUBMIT FOR 3<sup>RD</sup> RDG  
034.04.16.20**

**MOVED** by Clr. Pierce to submit Bylaw No. 804F, the Intermunicipal Assessment Review Board Bylaw for the Town of Killam, for Third and Final Reading.

**CARRIED UNANIMOUSLY**

**3<sup>RD</sup> RDG  
035.04.16.20**

**MOVED** by Clr. Kryz to accept Third and Final Reading of Bylaw No. 804F, known as the Intermunicipal Assessment Review Board Bylaw for the Town of Killam.

**CARRIED**

**DOCUMENTS FOR  
DESTRUCTION LIST  
2019**

036.04.16.20

**MOVED** by Clr Grove to approve the 2019 Document destruction list as presented.

**CARRIED**

**GAS/WATER METER  
PURCHASE**

037.04.16.20

**MOVED** by Clr. Grove to purchase new gas and water “erts” as well as these shared items with the Town Of Sedgewick: Mobile radio, tablet which is the reader/data collection device, software license, cloud set up and the costs associated with implementation and training at a total cost of \$116,180; to be funded by Water Reserves - \$60,000 and MSI Capital - \$56,180.

**CARRIED**

**DATE FOR SPECIAL  
BUDGET MTG**

038.04.16.20

**MOVED** by Clr. Pierce to schedule a Special Budget Meeting on Thursday, April 30, 2020 at 5:30pm in the Killam Agriplex Multi Purpose Room.

**CARRIED**

**CORRESPONDENCE**

**ADULT HOUSING  
PAVING REQUEST**

039.04.16.20

1. **Killam Estates Condominium Association** –Request for cul-de-sac to be paved.

**MOVED** by Clr. Krys that the Town of Killam can not commit to paving the requested portion of 48<sup>th</sup> Street as there are other roads in town that our included in the 5-year capital plan that take priority.

**CARRIED**

**UTILITY ACCT  
3591200**

040.04.16.20

2. **Valerie Zimmer & Tina Pederson** – Concerns with enormous water bill from the Town of Killam.

**MOVED** by Clr. Krys that the Town of Killam Council agrees to roll the outstanding utility account 3591200 in the amount of \$1,988.90 into the property tax account allowing the resident more time to pay it and extending the date without penalties to August 1, 2020; further, to communicate that Town staff gave sufficient warning in September (the month prior) that the water consumption was unusually high.

**CARRIED**

3. **Town of Sedgewick** – Notification of appointment of Diane Gordon as ARB Chairperson.

4. **Town of Sedgewick** – Notification of appointment of Marge Gausvik as Clerk of SDAB and ARB.

5. **Town of Sedgewick** – Notification of appointment of ARB and SDAB Members Murray Hampshire & Peter Miller.

6. **Parkland Regional Library** – Media release regarding new building construction.

7. **BARCC** - Invitation to the Crime Prevention Trade Show and Conference in Barrhead on May 9, 2020.

8. **Village of Alliance** – Notification of appointment of ARB and SDAB Members Murray Hampshire & Peter Miller.

9. **Village of Alliance** – Notification of appointment of Diane Gordon as ARB Chairperson.

10. **Village of Loughheed** – Notification of appointment of ARB and SDAB Members Murray Hampshire & Peter Miller, further John Lundy to the ARB only.
11. **Village of Loughheed** – Notification of appointment of Diane Gordon as ARB Chairperson.
12. Town of Daysland – Notification that the Town of Daysland will take no further action on amalgamation activities.
13. Covenant Health – Has been recognized as one of Alberta’s top 75 employers for 2020.

**COVENANT  
CONGRATS**  
041.04.16.20

**MOVED** by Clr. Pierce that the Town of Killam Council send a letter of congratulations to Covenant Health.

**CARRIED**

14. Flagstaff County – Peace Officer’s Quarterly Report – fourth quarter 2019.
15. Alberta Municipal Affairs – Details on the 2020 Provincial Budget and how it effects/benefits municipalities.
16. Village of Forestburg – Appointment of Diane Gordon as ARB Chair, Peter Miller as a ARB and SDAB Board Member and Joh Lundy as a ARB Board Member.
17. Wainwright & District Community Health Foundation requesting funding to put towards the purchase of a new CT Scanner for the Wainwright Hospital.
18. Town of Hardisty – Proposed FIP Budget and Memo regarding upcoming FIP Meeting.
19. Parkland Library – Notification that Brenda McDermott has been appointed to the board for 9 consecutive years and therefore we need 2/3 of council’s approval for her to continue to serve this board.

**PARKLAND LIBRARY  
MEMBERSHIP**  
042.04.16.20

20. Parkland Library – Notification that our board member has been absent for two consecutive meetings.

**MOVED** by Clr. McDermott to send a letter to Parkland Library notifying that Heidi Pierce in the appointed member of Town of Killam Council and that we would like to assign Debra Smith, Village of Loughheed as the Town of Killam voting member.

**CARRIED**

21. Village of Forestburg – Flagstaff Regional Emergency Services Society comments on the draft agreement and bylaw.
22. AUMA – Letter to the Minister of Alberta Municipal Affairs identifying ways municipalities can collaborate with the provincial government during the current public health emergency.
23. Shannon Stubbs – Shadow Minister of Natural Resources – Letter regarding the Private Members Bill regarding orphan wells.

**ORPHAN WELLS**  
043.04.16.20

24. **Village of Alliance** – Notification of appointment of John Lundy to the ARB.

**MOVED** by Clr. McDermott that the Town of Killam send a letter support to MLA Shannon Stubbs regarding her Private Members Bill regarding orphan wells.

**CARRIED**

**BRMHA PROV.  
DONATION**  
044.04.16.20

- 25. Village of Loughheed – Extension of the Peace Officers Agreements
- 26. Town of Hardisty – Approval of the IARB with amendments.
- 27. Battle River Knights Provincial Committee – Request for consideration of still donating towards BRK in spite of the cancellation of the provincial hockey tournament.

**MOVED** by Grove that the Town of Killam to continue with the donation to Battle River Minor Hockey Provincials even though the tournament was cancelled. **CARRIED**

- 28. Flagstaff County – Request for the Emergency Services Committee to have a meeting.
- 29. Town of Sedgewick – Appointment of the ARB and SDAB Members
- 30. Town of Sedgewick – Request for an extension for comments to be provided on the draft FRESS documents.
- 31. Alberta Municipal Affairs – Notification of approval for \$35,000 grant for Intermunicipal Collaboration Framework for Flagstaff County, Killam and Sedgewick.
- 32. Alberta Municipal Affairs – Approval of \$169,2000 grant for the GIS Assessment Study project with Flagstaff municipalities.
- 33. Village of Heisler – Approval of the Intermunicipal Assessment Review Board agreement.
- 34. Village of Heisler – Approval of John Lundy as member of ARB and Diane Gordon as chair of ARB.
- 35. Village of Heisler – Approval of Peter Miller as member of SDAB and ARB.
- 36. Alberta Public Works – Request to proclaim May 17-23 as Alberta Public Works Week.

**AB. PW WEEK**  
045.04.16.20

**MOVED** by Clr. Kryss to proclaim May 17-23, 2020 as Alberta Public Works Week. **CARRIED**

- 37. Parkland Regional Library – Local Lions Clubs donate to Parkland in eAudiobook collaboration.

**SCOUT HUT RENT**  
046.04.16.20

- 38. Flagstaff Carvers – Request to waive rent for the Scout Hut for the months of April – August 2020.

**MOVED** by Clr. McDermott to waive the rent for the Scout Hut for the months of April – August 2020. **CARRIED**

- 39. Interagency Meeting minutes from their April 7, 2020 meeting.
- 40. Minister of Municipal Affairs – Kaycee Madu – Information regarding the 2020 Education Property Tax Deferral for non-residential property owners.

**NON-RES.  
PROPERTY TAX  
DUE DATE**

047.04.16.20

**MOVED** by Clr. Pierce to defer the due date for Non-Residential municipal taxes to September 30, 2020. **CARRIED**

41. Flagstaff County – Flagstaff Regional Emergency Services Society – notice that they have deferred any decision until such time the pandemic is deemed over.

42. Flagstaff County – Voluntary Amalgamation – Notice that they have approved to take no further action on voluntary amalgamation of the Flagstaff municipalities.

**CORRESPONDENCE**

048.04.16.20

**MOVED** by Clr. Krys to accept the Correspondence for April 16, 2020 as presented. **CARRIED**

**COUNCIL COMMITTEE REPORTS**

**GARAGE SALE  
WEEKEND**

049.04.16.20

1. **Mayor Kellert**

a) **Killam Chamber of Commerce**

**MOVED** by Clr. Pierce that the Town of Killam will not be endorsing the Annual Town-Wide Garage for 2020 due to the Covi-19 Pandemic.

**CARRIED**

2. **Clr. Grove**

a) **Community Advisory Committee**

b) **Flagstaff Regional Emergency Services**

**RESC AGREEMENT**

050.04.16.20

**MOVED** by Clr. McDermott for each Councilor to provide their comments on the draft RESC agreement to CAO Borgel by May 11, 2020 to be compiled into a discussion piece for the May 21, 2020 Council meeting. **CARRIED**

3. **Clr. Pierce**

a) **Flagstaff Family and Community Services – March & April**

b) **Killam Public Library - March**

**COMMITTEE REPORTS**

**ACTION ITEMS**

The March 25, 2020 Action Items List was reviewed.

**CAO REPORT**

Review of CAO Borgel’s April 16, 2020 report was completed.

**STRATEGIC PLAN**

051.04.16.20

**MOVED** by Clr. Krys to send a letter from Town Council requesting Tamara Sloboda, CPA Municipal Consulting, to revisit the draft Strategic Plan and create a more precise document (complete with Town of Killam pictures, a clear action plan including budgets, dates for completion, task manager, etc.) as the draft format presented is very difficult to follow. **CARRIED**

**PUBLIC WORKS REPORT**

D. Berrecloth, Public Works Superintendent, April 16, 2020 report was reviewed.

**DIR OF COMMUNITY SERVICES REPORT**

Director of Community Services, C. Sutter, April 16, 2020 report was reviewed.

**FINANCIAL STATEMENTS**

**TOWN OF KILLAM**

**a) Town of Killam (February & March)**

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

052.04.16.20

**MOVED** by Clr. Pierce to adopt the February & March 2020 Balance Sheet, Income Statement and reconciliation reports for the Town of Killam accounts.

**CARRIED**

**RECREATION BOARD**

**b) Recreation Board (February & March)**

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

053.04.16.20

**MOVED** by Clr. Grove to adopt the February & March 2020 Killam Recreation Board Balance Sheet, Income Statement and reconciliation reports.

**CARRIED**

**c) Boards**

**LIBRARY**

**i) Killam Public Library (February & March)**

054.04.16.20

**MOVED** by Clr. McDermott to adopt the February & March 2020 Killam Public Library account reconciliation.

**CARRIED**

**SKNGS**

**ii) Sedgewick Killam Natural Gas System (February & March)**

055.04.16.20

**MOVED** by Clr. Krys to adopt the February & March 2020 Sedgewick Killam Natural Gas System account reconciliation.

**CARRIED**

**ADJOURNMENT**

Mayor Kellert adjourned the regular Council Meeting at 9:05pm.

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**Mayor**

\_\_\_\_\_

**Chief Administrative Officer**

\_\_\_\_\_

**Date**

\_\_\_\_\_

**Date**