

Minutes of the Organizational Meeting, held in the Council Chambers of the Town Office, Killam, Alberta, Thursday, October 19, 2023, commencing at 7:00pm.

PRESENT	Ben Kellert	Mayor
	Kevin Kinzer	Councillor
	Rick Krys	Councillor
	Brenda McDermott	Councillor
	Les Fee	Councillor
	Kim Borgel	CAO
	Darlene Gotobed	Recording Secretary

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

AGENDA

AGENDA **MOVED** by Clr. Krys to accept the agenda as presented.

CARRIED

MINUTES

ORGANIZATION MEETING
OCT 19, 2022

The Organizational Meeting minutes, previously approved November 17, 2022, were provided to Council for information.

APPOINTMENTS

SOLICITOR
127.10.19.23

MOVED by Clr. McDermott that the firm of Brownlee LLP be appointed as Town Solicitors for the Town of Killam for 2023-2024.

CARRIED

ASSESSOR
128.10.19.23

MOVED by Clr. Kinzer to have Larry James, Wainwright Assessment Group, continue as Assessor for the Town of Killam for 2023-2024.

CARRIED

2023-24 COMMITTEE APPOINTMENTS

Mayor Kellert’s recommendation for appointment of Council members to the community committees is as follows:

Committee	Committee Members
DEPUTY MAYOR	K. Kinzer
ADULT HOUSING	Council As A Whole
BUSINESS & ECONOMIC DEVELOPMENT	Council as a Whole
CHAMBER OF COMMERCE	B. Kellert K. Kinzer (alternate)
COMMUNITY ADVISORY - CAC	K. Kinzer B. McDermott (alternate)
DISASTER SERVICES	D. Homme (Director) D. Gotobed (Deputy)
DOCTOR ATTRACTION & RETENTION	B. Kellert L. Fee (alternate)
GO EAST ALBERTA - TOURISM	K. Kinzer L. Fee (alternate)
FINANCE & BYLAWS	Mayor & Deputy Mayor
FLAGSTAFF FAMILY & COMMUNITY SERVICES (FFCS)	B. McDermott L. Fee (alternate)
FLAGSTAFF REGIONAL HOUSING GROUP	B. McDermott B. Kellert (alternate)
KILLAM LIBRARY	L. Fee
MUNICIPAL PLANNING COMMISSION	Council as a Whole
RECREATION BOARD	L. Fee R. Krys (alternate)
REGIONAL EMERGENCY SERVICES (FRESS)	R. Krys K. Kinzer (alternate)
SEDGEWICK-KILLAM NATURAL GAS SYSTEM – (SKNGS)	R. Krys B. Kellert L. Fee
STREETS & SIDEWALKS	Council as a Whole
SUBDIVISION	Council as a Whole
WASTE MANAGEMENT (FRWMA)	K. Kinzer R. Krys (alternate)

**COUNCIL
COMMITTEES
2023-2024**

129.10.19.23

MOVED by Clr. Fee to accept the committee appointments list as presented by Mayor Kellert for 2023-2024. **CARRIED**

MEETINGS

**REG MEETING
SCHEDULE**

130.10.19.23

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

**REGULAR
MEETING TIME**

131.10.19.23

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

132.10.19.23

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

MILEAGE

133.10.19.23

MOVED by Clr. Krys that the mileage allowance be set at 0.58 cents per kilometer for 2023-2024. **CARRIED**

SUBSISTENCE

134.10.19.23

MOVED by Clr. Fee that approved subsistence allowance be paid at \$200 per full day and \$100 per half day (under 4 hours) for 2023-2024. **CARRIED**

HONORARIUMS AND ALLOWANCES

**MAYOR
HONORARIUMS**

135.10.19.23

MOVED by Clr. McDermott to have Town of Killam Mayor receive remuneration of \$14,000 per year for 2024. **CARRIED**

**COUNCILLOR
HONORARIUMS**

136.10.19.23

MOVED by Clr. Kinzer to have Town of Killam Councillors' receive remuneration of \$8,000 per year for 2024. **CARRIED**

**DIRECTOR OF
EMERGENCY
MANAGEMENT**

D. Homme, Flagstaff Regional Emergency Services Society Manager, was appointed as the Director of Emergency Management for the Town of Killam. Remuneration for this duty will be explored and reviewed at an upcoming Council meeting.

BUSINESS

**CODE OF
CONDUCT
A004**

A copy of the Town of Killam Code of Ethics agreement, found in Town of Killam Policy Manual, Policy A004: Code of Conduct and Committees, is hereto attached and forms a part of the minutes.

CAO Borgel requested Council to review both the Code of Conduct and the Procedural Bylaw.

**PROCEDURAL
BYLAW NO. 789B
REVIEWED**

A copy of Bylaw No. 789B, 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.

ADJOURNMNT

The meeting was adjourned at 7:14pm.

Mayor

CAO

Date

Date