

Minutes of the Regular Council meeting held at the Town Office Council Chambers, Killam, Alberta, on Thursday, February 15, 2024 commencing at 7:00 p.m.

<b>PRESENT</b>	Kevin Kinzer	Deputy Mayor
	Rick Kryz	Councillor
	Brenda McDermott	Councillor
	Les Fee	Councillor
	Kim Borgel	CAO
	Darlene Gotobed	Recording Secretary

**CALL TO ORDER** Deputy Mayor Kinzer called the regular council meeting to order at 6:55p.m.

### **AGENDA**

**AGENDA** **MOVED** by Clr. Kryz to accept the agenda for the February 15, 2024 regular council meeting. **CARRIED**

### **DELEGATION**

**J. LOVELY, MLA**  
CAMROSE  
CONSTITUENCY

Jackie Lovely, MLA for the Camrose Constituency, was present as the meeting was called to order. Ms. Lovely shared some of the happenings taking place in the political scene regarding rural crime and local policing placement. CAO Borgel asked about details of an energy efficiency grant that was announced recently. Ms. Lovely recommended that a letter be sent to her Office and she would look into the program and provide any additional letters of support for any project the community is seeking funding for. Members of Council also asked about changes to both, local victim services boards and rumors regarding the status of Covenant Health. Ms. Lovely will look into the issues to see if there are any further details that she can forward Members.

Ms. Lovely exited Council Chambers at 7:21pm.

### **MINUTES**

**REGULAR MTG**  
**MINUTES**  
JAN 18, 2024

**MOVED** by Clr. Fee to accept the minutes of the Thursday, January 18, 2024 Regular Council Meeting as presented.

**CARRIED**

### **NEW BUSINESS**

**2024 RESERVES**  
014.02.15.24

**MOVED** by Clr. Kryz to accept the 2024 Reserves Budget as presented and request the Auditor follow this recommendation for the 2023 Financial Statements.

DEPARTMENT	OPENING BALANCE 2023	ADD TO RESERVE	WITHDRAWN FROM RESERVE	ENDING BALANCE 2023
Admin	\$7,895	\$22,783	0	\$40,678
Fire	\$75,000	0	\$25,000	\$50,000
Common Services	\$72,113	\$22,000	\$47,788	\$46,325
Roads	\$235,000	\$40,000	\$5,601	\$269,399
Water	\$152,280	\$115,983	\$17,114	\$251,149
Sewer	\$432,836	\$115,983	\$46,431	\$502,388
Cemetery	\$6,058	\$2,500	\$3,000	\$5,558
Parks	\$50,000	\$20,000	\$5,000	\$65,000
Recreation	\$40,336	\$105,000	\$9,993	\$135,343
Natural Gas	\$76,078	\$10,000	\$9,500	\$76,578
<b>TOTALS</b>	<b>\$1,157,596</b>	<b>\$454,249</b>	<b>\$171,309</b>	<b>\$1,440,536</b>

**CARRIED****NEW JOB  
DESCRIPTION**

015.02.15.24

**MOVED** by Clr. McDermott to accept the new Town of Killam job description for Receptionist, as well as the amended 2024 Town of Killam Salary Grid to include the position.

**CARRIED****PFFF - MOVIE IN  
THE PARK 2024**

016.02.15.24

**MOVED** by Clr. Krys to have Town of Killam Administration forward a letter of interest to Parents for Fun in Flagstaff to have the opportunity to host the 2024 End of Summer Celebration on Tuesday, August 20, 2024 in Killam.

**CARRIED****SKNGS – QUALITY  
MANAGEMENT  
PLAN**

017.02.15.24

**MOVED** by Clr. McDermott to approve the 2024 annual Quality Management Plan on behalf of the Town of Killam for the Sedgewick Killam Natural Gas System, with the Government of Alberta.

**CARRIED****SKNGS –  
EMERGENCY  
SERVICES AGM.**

018.02.15.24

**MOVED** by Clr. Fee to accept the annual Emergency Services Agreement (Zone 5) on behalf of the Town of Killam for Sedgewick Killam Natural Gas System as a party of the Federation of Alberta Gas Co-ops Ltd.

**CARRIED**

**MAYORAL  
BYELECTION**

019.02.15.24

**MOVED** by Clr. McDermott to accept recommendation and proceed with the following dates for the upcoming mayoral byelection:

1. That Town of Killam Council set the byelection date for Mayor on Monday, April 15, 2024 with the nomination deadline being Monday, March 18, 2024 at noon.
2. That Town of Killam Council set the byelection Advance Vote date to be Monday, April 8, 2024, from 10am to 12 noon.
3. That Town of Killam Council appoint CAO Kim Borgel as Returning Officer, with Darlene Gotobed as Deputy Returning Officer.

**CARRIED****IT MAINTENANCE  
CONTRACT**

020.02.15.24

**MOVED** by Clr. Krys that Town of Killam enter into a 3-year contract with 2<sup>nd</sup> Floor Computers for IT Maintenance at a cost of \$1,399/month, guaranteeing next business day support.

**CARRIED****CLOSED SESSION  
FOIP- S 16****7:32PM**

021.02.15.24

Requested to move to a Closed Session – FOIP Section 16: Business Interests of a Third Party

**MOVED** by Clr. Krys to move the meeting to a Closed Session at 7:32pm

**CARRIED**

*Clr. Fee exited Council Chambers during the proceedings at 7:43pm while still in Closed Session.*

**SESSION OPEN  
7:44PM**

022.02.15.24

**MOVED** by Clr. Krys to bring the proceedings out of Closed Session at 7:44pm.

**CARRIED**

*Clr. Fee re-entered Council Chambers and joined the proceedings at 7:45pm as Council moved on to Correspondence.*

**CORRESPONDENCE**

1. Town of Sedgewick – Approval of the 2024 FRESS Budget.
2. Village of Heisler – Approval of the 2024 FRESS Budget.
3. Killam Chamber of Commerce – Meeting minutes from their February 1, 2024 meeting.

**FIRE SERVICES  
DONATION**

023.02.15.24

4. Friends of the Forestburg Fire Department are hosting a regional Emergency Services Awards Ceremony on April 20, 2024 and are asking for a silent auction item.

**MOVED** by Clr. McDermott to donate a \$100 Gift Certificate for the Killam Recreation Facility to the Regional Emergency Services Awards Ceremony Silent Auction to be held on April 20, 2024. **CARRIED**

5. Village of Forestburg -Concerns regarding the changes made to the FRESS 2024 Budget.

6. RCMP – Quarterly Community Policing Report for October 1 – December 31, 2023.

**RED SERGE BALL  
DONATION**

024.02.15.24

7. Flagstaff Victims Services – Invitation to attend the 2024 Red Serge Ball on March 16, 2024 as well as a request for a donation.

**MOVED** by Clr. Krys to purchase 4 tickets for the Red Serge Ball on March 16, 2024 and to also donate a \$100 Gift Certificate for the Killam Recreation Facility to be used for the Silent Auction. **CARRIED**

8. AB Municipalities 20234 Convention – Invitation to submit resolutions for debate at the convention.

9. RCMP – Update on selection of new detachment commander for Killam Forestburg Detachment.

10. BRAED – 2024 upcoming events and special projects.

11. National Police Federation – 2024 Pre-budget update.

**LETTER OF  
SUPPORT RCMP**

025.02.15.24

**MOVED** by Clr. McDermott to forward a Letter of Support to the Government in support of hiring additional RCMP officers to aid in policing our rural community. **CARRIED**

**CORRESPONDENCE  
FILED**

026.02.15.24

**MOVED** by Clr. Fee to file the listed items of correspondence for February 15, 2024 as information. **CARRIED**

**COUNCIL COMMITTEE REPORTS**

1. **Mayor Ben Kellert**
  - a) Killam Chamber of Commerce
2. **Clr. Kinzer**
  - a) Flagstaff Regional Solid Waste Management

**COMMITTEE REPORTS****ACTION ITEMS**

The January 18, 2024 Action Item list was reviewed.

**CAO REPORT**

CAO Borgel's February 15, 2024 report was reviewed.

**LOUGHEED WATER  
CONTRACT**

027.02.15.24

**MOVED** by Clr. McDermott to provide the Village of Lougheed formal notice that the Town of Killam will no longer be providing water/wastewater services effective February 29, 2024.

**CARRIED****SKNGS****ADMINISTRATION**

028.02.15.24

**MOVED** by Clr. Krys to forward formal notice to Sedgewick Killam Natural Gas System that the Town of Killam will no longer act as Administrator for Sedgewick Killam Natural Gas System as of March 31, 2024.

**CARRIED**

Town of Sedgewick and Iron Creek Gas Co-op Ltd. will be forwarded letters reiterating this information.

**MAYORS FAREWELL**

A "Come and Go" event will be organized for Mayor Kellert's farewell event. CAO Borgel will coordinate a date in early March that will work with Ben's schedule for the upcoming weeks.

**PW EMPLOYEE  
POSITIONS**

029.02.15.24

**MOVED** by Clr. McDermott that Administration proceeds to hire two public works employees with funding to come from uncompleted projects listed in the 2024 Town of Killam Strategic Plan.

**CARRIED****PW REPORT**

Review of the Public Work's report for February 15, 2024 was completed.

**PUBLIC AUCTION**

GENERATOR

030.02.15.24

**MOVED** by Clr. Fee that the replaced west lift station generator be put up for public auction by listing it for sale on Kijiji.

**CARRIED****RECREATION  
DIRECTOR REPORT**

Review of the Recreation Director's Report for February 15, 2024 was completed.

**FINANCIAL STATEMENTS****TOWN OF KILLAM****a) Town of Killam (January 2024)****i) Balance Sheet**

- ii) Income Statement
- iii) Reconciliation Sheets

031.02.15.24            **MOVED** by Clr. Krys to adopt the January 2024 Balance Sheet, Income Statement and reconciliation reports for the Town of Killam accounts. **CARRIED**

**RECREATION BRD**        **b) Killam Recreation Board (January 2024)**

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

032.02.15.24            **MOVED** by Clr. McDermott to adopt the January 2024 Balance Sheets, Income Statements and Reconciliation reports for the Killam Recreation Board as presented. **CARRIED**

**c) Boards**

**KILLAM LIBRARY**            **i) Killam Public Library (January 2024)**

033.02.15.24            **MOVED** by Clr. McDermott to adopt the January 2024 Killam Public Library account reconciliation. **CARRIED**

**SKNGS**                        **ii) Sedgewick Killam Natural Gas (January 2024)**

034.02.15.24            **MOVED** by Clr. Krys to adopt the January 2024 Sedgewick Killam Natural Gas System account reconciliation. **CARRIED**

**ADJOURNMENT**            Deputy Mayor Kinzer adjourned the regular Council Meeting at 8:45p.m.

\_\_\_\_\_

**Mayor**

\_\_\_\_\_

**Chief Administrative Officer**

\_\_\_\_\_

**Date**

\_\_\_\_\_

**Date**