

Minutes of the Special Council meeting held at the Town Office Council Chambers, Killam, Alberta, on Monday, April 22, 2024 commencing at 7:00 p.m.

PRESENT	Rick Krys Kevin Kinzer Les Fee Brenda McDermott Kim Borgel Darlene Gotobed	Mayor Councillor Councillor Councillor CAO Recording Secretary
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SWORN TO OFFICE
R. KRYS - MAYOR Michael Borth, Commissioner of Oaths, was present in the Killam Council Chambers and swore Richard Krys to the office of Mayor for the Town of Killam. Mr. Borth exited the Chambers at 6:57pm.

CALL TO ORDER Mayor Krys called the regular council meeting to order at 7:00p.m.

AGENDA

AGENDA

APR 22, 2024

MOVED by Clr. Kinzer to accept the agenda for the Monday, April 22, 2024 regular council meeting with the additions of:

NEW BUSINESS

10. Council Committee List

CARRIED

DELEGATION

2023 FINANCIAL REVIEW
AUDITOR, B. KING

Mr. King, Brian King Professional Corporation, was present as the meeting was called to order, and was then invited to present the Town of Killam Consolidated Financial Statement for the year ending on December 31, 2023 to Council. Mr. King reviewed the document and answered any questions that were asked.

Mr. King exited the Killam Council Chambers at 7:13pm.

MINUTES

REGULAR MTG MINUTES
MAR 13, 2024

MOVED by Clr. McDermott to accept the minutes of the Wednesday, March 13, 2024 Regular Council Meeting as presented.

CARRIED

SPECIAL MTG MINUTES
MAR 25, 2024

MOVED by Clr. Fee to accept the minutes of the Monday, March 25, 2024 Special Council Meeting as presented.

CARRIED

**SPECIAL MEETING
MINUTES
APR 16, 2024**

MOVED by Clr. Kinzer to accept the minutes of the Special Meeting held on Tuesday, April 16, 2024 as presented.

CARRIED

NEW BUSINESS

**BYLAW #789C
PROCEDURAL BYLAW**

BYLAW #789C, BEING A BYLAW OF THE TOWN OF KILLAM, IN THE PROVINCE OF ALBERTA, TO REGULATE THE PROCEEDINGS OF COUNCIL MEETINGS, COMMITTEES OF COUNCIL, AND OTHER BODIES ESTABLISHED BY COUNCIL AND THE TRANSACTING OF BUSINESS BY COUNCIL, FOR THE MUNICIPALITY.

**1ST READING
049.04.22.24**

MOVED by Clr. Fee to accept First Reading of Town of Killam Bylaw #789C Procedural Bylaw as presented.

CARRIED

**2ND READING
050.04.22.24**

MOVED by Clr. McDermott to accept Second Reading of Town of Killam Bylaw #789C Procedural Bylaw as presented.

**SUBMIT FOR 3RD
READING
051.04.22.24**

MOVED by Clr. Kinzer to submit for Third and Final Reading Town of Killam Bylaw #789C Procedural Bylaw as presented

CARRIED

**3RD & FINAL
READING
052.04.22.24**

MOVED by Clr. Fee to accept Third and Final Reading of Town of Killam Bylaw #789C Procedural Bylaw as presented.

CARRIED UNANIMOUSLY

CARRIED

**2023 TOK
FINANCIALS
053.04.22.24**

MOVED by Clr. McDermott that the 2023 Consolidated Financial Statement for the Town of Killam, prepared by Brian King Professional Corporation, be accepted as presented.

CARRIED

**2024 TOK BUDGET
054.04.22.24**

MOVED by Clr. Kinzer to accept the final 2024 Town of Killam Budget with an increase of 2.5%, as presented.

CARRIED

**GIC INVESTMENTS
055.04.22.24**

MOVED by Clr. McDermott that Town of Killam transfer \$106,308 from a maturing GIC at ATB Financial into our general operating account until August 1, 2024, to be re-invested at that time; Further, that Town of Killam invests the second \$125,000 GIC matured for an additional two-year term with ATB at a rate of 4.64%.

CARRIED

BYLAW #882
COUNCIL AND CHIEF
ELECTED OFFICAL

BYLAW #882, BEING A BYLAW OF THE TOWN OF KILLAM IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF PROVIDING FOR THE NUMBER OF COUNCILLORS AND TO DETERMINE THE POSITION OF THE CHIEF ELECTED OFFICIAL (MAYOR).

1ST READING

056.04.22.24

MOVED by Clr. Fee to accept First Reading of Town of Killam Bylaw #882, Number of Councilors and Election of the Chief Elected Official (Mayor) as presented. **CARRIED**

Administration will advertise proposed Town of Killam Bylaw #882 for a number of weeks prior to Council determining if it is desirable and will consider a Third Reading after 60 days.

JUPA AGREEMENT

TOK & BRSD

057.04.22.24

MOVED by Clr. Kinzer to that the Town of Killam approves to enter into a Joint Use and Planning Agreement (JUPA) with Battle River School Division as presented. **CARRIED**

BYLAW #883

RECREATION SERVICES
SPECIAL TAX

BYLAW #883, BEING A BYLAW TO AUTHORIZE A RECREATIONAL SERVICES SPECIAL TAX TO RAISE REVENUE FOR COSTS ASSOCIATED WITH OPERATING THE TOWN OF KILLAM'S AGRIPLEX RECREATION FACILITY

1ST READING

058.04.22.24

MOVED by Clr. Fee to accept First Reading of Town of Killam Bylaw #883 Special Tax for Recreation Services, as presented. **CARRIED**

2ND READING

059.04.22.24

MOVED by Clr. McDermott to accept Second Reading of Town of Killam Bylaw #883 Special Tax for Recreation Services, as presented.

**SUBMIT FOR 3RD
READING**

060.04.22.24

MOVED by Clr. Kinzer to submit for Third and Final Reading Town of Killam Bylaw #883 Special Tax for Recreation Services, as presented.

**3RD & FINAL
READING**

061.04.22.24

MOVED by Clr. Fee to accept Third and Final Reading of Town of Killam Bylaw #883 Special Tax for Recreation Services, as presented.

CARRIED UNANIMOUSLY

CARRIED

AGREEMENTS
ARB & SDAB

ASSESSMENT
REVIEW BOARD

062.04.22.24

MOVED by Clr. Kinzer that the Town of Killam enter the Flagstaff Intermunicipal Assessment Review Board Agreement as presented; The Chief Administrative Officer for Flagstaff County shall appoint an employee of Flagstaff County as a Clerk;

**SUBDIVISION &
DEVELOPMENT
APPEAL BOARD**

Further, the Chief Administrative Officer for one of the other Municipalities, as agreed upon by the other Municipalities, shall appoint an employee to act as the alternate Clerk. **CARRIED**

063.04.22.24

MOVED by Clr. McDermott that the Town of Killam enter the Flagstaff Regional Subdivision & Development Appeal Board Agreement as presented;

The Chief Administrative Officer for Flagstaff County shall appoint an employee of Flagstaff County as a Clerk; Further, the Chief Administrative Officer for one of the other Municipalities, as agreed upon by the other Municipalities, shall appoint an employee to act as the alternate Clerk. **CARRIED**

**FILES TO BE
DESTROYED (2016)**

063.04.22.24

MOVED by Clr. McDermott to approve the Documents for Destruction List as presented. **CARRIED**

**COUNCIL
COMMITTEE LIST**

064.04.22.24

MOVED by Clr. Kinzer to approve the updated Council Committee List as of April 22, 2024 as presented. **CARRIED**

CORRESPONDENCE

1. Parkland Regional Library System – A copy of the 2023 Financial Statements
2. Killam Forestburg RCMP Detachments – Invitation to a Conversation with Cops on May 15, 2024 at the Killam Library.
3. Alberta Municipal Affairs – Notice of engagement for the regulated property assessment system and what the engagement process and timeline will look like.
4. Alberta Municipal Affairs – Provincial Education Requisition Credit Program extension for delinquent oil and gas property tax payments.
5. Flagstaff Healthcare Attraction & Retention (FIHAR) – Annual Report on FIHAR 2023 activities and funding utilization and 2024 funding request.

**2024 FIHAR
FUNDING REQUEST**

065.04.22.24

MOVED by Clr. McDermott to approve the 2024 funding request from the Flagstaff Healthcare Attraction & Retention committee of \$1.50 per capita, or \$1,377 from the Town of Killam. **CARRIED**

6. Safety Codes Council – 2023 Annual Internal Review

7. Killam RCMP – Cram the Cruiser event on April 29, 2024.

8. Killam RCMP – Jeremy Houle, Cpl. – Update for March 2024.

**PROPERTY OWNER
REQUEST**

066.04.22.24

9. Doug Hillman – Request to have Natural Gas re-installed at his property and for Town Council to consider a discounted rate for the installation.

MOVED by Clr. Kinzer to deny the request of property owner Mr. Doug Hillman to have the costs associated with installing a new gas service at a discounted rate. **CARRIED**

10. Trina Jones – AB Munis Director Towns East – Spring 2024 update

11. Parents for Fun in Flagstaff – End of Summer Celebration in Killam

**RESIDENT CONCERN
MOBILITY SCOOTERS**

067.04.22.24

12. Kellie Elliott – Concerns regarding motorized scooters on sidewalks.

MOVED by Clr. Fee to refer response to this concern until the May 18, 2024 council meeting, to further research how other municipalities are addressing the issue of motorized scooters in their communities. **CARRIED**

13. Parkland Regional Library System 2023 Annual Report

SENIORS WEEK

JUNE 3-9, 2024

068.04.22.24

14. Ministry of Seniors, Community and Social Services – Recognizing Senior’s Week June 3 to 9, 2024 – Community Declaration.

MOVED by Clr. Kinzer to proclaim June 3 – 9, 2024 as Seniors Week in the Town of Killam. **CARRIED**

Administration will once again arrange for local businesses to take turns hosting a “Coffee on Us” event during the course of that week and advertise accordingly.

15. Flagstaff County – Notice of Development – Addition to dwelling.

**CORRESPONDENCE
FILED**

069.04.22.24

MOVED by Clr. Fee that the correspondence presented on Monday, April 22, 2024 be filed as information. **CARRIED**

COUNCIL COMMITTEE REPORTS

1. Clr. Kinzer

a) Flagstaff Regional Solid Waste Management

2. Clr. McDermott

a) Flagstaff Healthcare Attraction & Retention

- b) Municipal Leaders Caucus
- c) Flagstaff Regional Housing Group
- d) Flagstaff Family & Community Services
- e) Killam Municipal Library

3. Clr. Fee

- a) Alberta Health Services
- b) Killam Chamber of Commerce

COMMITTEE REPORTS

ACTION ITEMS

The March 13, 2024 Action Item list was reviewed.

CAO REPORT

CAO Borgel’s April 22, 2024 report was reviewed.

**RECREATION
DIRECTOR REPORT**

Review of the Recreation Director’s Report for April 22, 2024 was completed.

PUBLIC WORKS

Council reviewed the April 2024 report prepared by Public Works Superintendent.

FINANCIAL STATEMENTS

TOWN OF KILLAM

- a) **Town of Killam (March 2024)**
 - i) Balance Sheet
 - ii) Income Statement
 - iii) Reconciliation Sheets

070.04.22.24

MOVED by Clr. McDermott to adopt the March 2024 Balance Sheet, Income Statement and reconciliation reports for the Town of Killam accounts.

CARRIED

RECREATION BRD

- b) **Killam Recreation Board (March2024)**
 - i) Balance Sheet
 - ii) Income Statement
 - iii) Reconciliation Sheets

071.04.22.24

MOVED by Clr. Kinzer to adopt the March 2024 Balance Sheets, Income Statements and Reconciliation reports for the Killam Recreation Board as presented.

CARRIED

c) Boards

KILLAM LIBRARY

i) Killam Public Library (March 2024)

072.04.22.24

MOVED by Clr. Fee to adopt the March 2024 Killam Public Library account reconciliation as presented. **CARRIED**

SKNGS

ii) Sedgewick Killam Natural Gas (March 2024)

073.04.22.24

MOVED by Clr. Kryz to adopt the March 2024 Sedgewick Killam Natural Gas System account reconciliation as presented. **CARRIED**

CLOSED SESSION

CLOSED SESSION

Requested to move to a Closed Session – FOIP Section 24: Advice from Officials

FOIP- S 24

8:43PM

074.04.22.24

MOVED by Clr. Kinzer to move the meeting to a Closed Session at 8:43pm **CARRIED**

FOIP – S 25

FOIP Section 25: Disclosure harmful to economic and other interests of a public body.

SESSION OPEN

9:30PM

075.04.22.24

MOVED by Clr. McDermott to bring the proceedings out of Closed Session at 9:30pm. **CARRIED**

RESIDENTIAL

SUBDIVISION

LOT PRICING

076.04.22.24

MOVED by Clr. Fee to adjust the pricing of the lots available for sale in Killam’s newest residential subdivision from \$4.22 per square foot down to \$2.20 per square foot; this pricing will be in effect immediately and be reviewed in 2025. **CARRIED**

ADJOURNED

Mayor Kryz adjourned the regular Council Meeting at 9:34 p.m.

Mayor

Chief Administrative Officer

Date

Date