

Title	Quality Management Plan (QMP) Accreditation	Policy number	E001
Policy Reference <i>Planning and Development</i>		MGA Joint Quality Management Plan Agreement	

PURPOSE

To establish a Joint Quality Management Plan with Flagstaff County and other municipalities to ensure alignment of quality practises with a regional view.

DEFINITIONS

“Quality Management Plan” is document which describes the disciplines (or parts of disciplines) and extent of safety services it intends to provide when it becomes accredited.

POLICY

1. The Town has entered into a joint Quality Management Plan - Building, Electrical, Plumbing and Gas Disciplines, with Flagstaff County and the other urban municipalities within Flagstaff County.
2. The joint Quality Management Plan on file in the Administration Office

IMPLEMENTATION

1. This policy shall be posted on the website
2. Policy 7.1 is hereby repealed.

	Date	Resolution Number
APPROVED	August 30, 2017	
AMENDED		
AMENDED		

Bud James
Mayor of the Town of Killam

Kimberly Borgel
CAO of the Town of Killam

Title	Building and Inspection Permits	Policy number	E003
Policy Reference <i>Planning and Development</i>		MGA <i>Safety Codes Fee Schedule</i> <i>Bylaw 791</i>	

PURPOSE

To establish Superior Safety Codes for applications and payments for building permits.

DEFINITIONS

N/A

POLICY

1. Superior Safety Codes will accept permit applications and payments and issue permits for electrical, plumbing and gas as well as building permit application and payments and issue building permits.
2. Fence Building Permits
 - a. \$25.00 flat fee will be charged for all building permits for fences

IMPLEMENTATION

3. This policy shall be posted on the website
4. Policy 7.4 is hereby repealed.

	Date	Resolution Number
APPROVED	August 30, 2017	
AMENDED		
AMENDED		

Bud James
Mayor of the Town of Killam

Kimberly Borgel
CAO of the Town of Killam

Title	Damaged Sidewalks	Policy number	E004
Policy Reference <i>Planning and Development</i>			

PURPOSE

To establish a procedure dealing with damaged sidewalks and curbs during building construction and renovations or from other heavy equipment driving over such with permission from the property owner.

DEFINITIONS

N/A

POLICY

The property owner is responsible for any sidewalk and curbs damage done during building construction and renovation on the property.

The property owner is to notify the Town of Killam should heavy equipment be required for work to be done on the property and it must access the property by driving over the Town sidewalk and/or curb. The Town of Killam Public Works Superintendent will take photos of the curb and sidewalk prior to the work taking place to be used as a comparison once the project is complete.

The Town of Killam will have the sidewalk/curb repaired during the next sidewalk project and will invoice the property owner accordingly.

IMPLEMENTATION

- 5. This policy shall be posted on the website
- 6. Policy 7.2 is hereby repealed.

	Date	Resolution Number
APPROVED	August 30, 2017	
AMENDED	July 19, 2018	108.07.20.18
AMENDED		

R.L. (Ben) Kellert
Mayor of the Town of Killam

Kimberly Borgel, CLGM
CAO of the Town of Killam

Title	Municipal Development Plan	Policy number	E005
Policy Reference <i>Planning and Development</i>		MGA	

PURPOSE

To establish Municipal Development Plan.

DEFINITIONS

“Municipal Development Plan (MDP)” means a plan that sets out the guidelines for orderly growth and development over a long-term planning horizon. The MDP provides a comprehensive long term land use policy framework for present and projected growth and development to take place.

POLICY

1. A copy of the Municipal Development Plan is on file in the Town Administration Office.

IMPLEMENTATION

7. This policy shall be posted on the website
8. Policy 7.7 is hereby repealed.

	Date	Resolution Number
APPROVED	August 30, 2017	
AMENDED		
AMENDED		

 Bud James
 Mayor of the Town of Killam

 Kimberly Borgel
 CAO of the Town of Killam