

VILLAGE OF DONALDA
REGULAR COUNCIL MEETING
MINUTES
Tuesday August 21, 2018

The Regular Meeting of Donalda Village Council was held at 7:00 p.m. August 21, 2018
at the Donalda Village Office Council Chambers with the following persons present:

Mayor: Dan Knudtson

Councillors: Paul McKay
Bruce Gartside

Staff: Chief Administrative Officer Jason Olson

CALL TO ORDER: Mayor Knudtson called the meeting to order at 7:11 p.m.

1. AGENDA

Motion by P. McKay that the Agenda August 21, 2018, Village of Donalda Regular Council Meeting be approved with addition of items 3.1, 5.6 and 5.7 under Delegations and Village Business.
Carried (121-18)

2. MINUTES

Motion by P. McKay that the minutes of the July 17, 2018 Regular Council Meeting be accepted as presented.
Carried (122-18)

3. DELEGATIONS -Leann Graham GRA-CORE Consulting on behalf of Village of Donalda Land Use Bylaw proposed amendments for Cannabis Legalization.

Ms. Graham presented information on proposed amendments to Village of Donalda Land Use Bylaw #625 to accommodate legalization of cannabis.

Bylaw #625 amendments would be considered under Village Business Item 5.6.

Ms. Graham stayed within Council Chambers to attend Item 5.6 discussion.

4. BUSINESS ARISING FROM PREVIOUS MINUTES

1. Lamp Park Trees from July 2018 Council Meeting: Motion by D. Knudtson to table discussion as neither group has provided feedback regarding planting trees in Lamp Park.

Carried (123-18)

5. VILLAGE BUSINESS

1. Revenue-Expenditure Report
2. Balance Sheet to Date
3. Tax and Utility Balances
4. Cheque Register to August 14, 2018

Motion by B. Gartside to accept all financial reports for information.

Carried (124-18)

5. Public Participation Bylaw #707 –

Motion by P. McKay to present Public Participation Bylaw #707 for second reading.

Carried (125-18)

Motion by B. Gartside to present Public Participation Bylaw #707 for third and final reading.

Carried (126-18)

Motion by P. McKay to approve Office Procedure Policy-Public Participation Policy 2018 as presented in conjunction with Bylaw #707.

Carried (127-18)

6. Bylaw #708 Land Use Bylaw #625 Amendments: motion by B. Gartside to present Bylaw #708 amending Land Use Bylaw #625 for legalization of cannabis for first reading, with public information forum scheduled for 6:00 PM on September 18, 2018 for discussion prior to Regular Council Meeting.

Carried (128-18)

Ms. Graham exited Council Chambers @ 8:13 PM

7. Village of Donalda Tractor Repair Estimate-Cervus Equipment: motion by B. Gartside for Administration to proceed with repair work as outlined in estimate provided by Cervus Equipment.

Carried (129-18)

6. INFORMATION/CORRESPONDENCE

1. None

7. COMMITTEE REPORTS

1. Mayor Knudtson, Deputy Mayor McKay and Councilor Gartside provided verbal reports of their committee and other meetings since the last meeting of Council.
2. The CAO Report is attached to the minutes of the meeting.

Motion by P. McKay to accept committee reports as presented **Carried (130-18)**

Motion by B. Gartside to convene meeting in camera @ 8:45 pm. **Carried (131-18)**

8. IN CAMERA

1. Personnel

Motion by P. McKay to return to regular session @ 9:12 PM. **Carried (132-18)**

9. NEXT MEETING DATE

1. Public Forum for Cannabis Legalization September 18, 2018 @ 6:00 PM at Seniors Drop In Centre in Donalda.
2. Regular Meeting of Council September 18, 2018 to follow Public Forum at Seniors Drop In Centre.

10. ADJOURNMENT

Motion by B. Gartside to adjourn meeting at 9:13PM. **Carried (133-18)**

MAYOR

CHIEF ADMINISTRATIVE OFFICER

CAO Report To Council August 21, 2018

Alberta Occupational Health and Safety: Representative from OH and S met with CAO on Wednesday July 25, 2018 regarding safe work practices within the Village of Donalda. Follow up meeting was on Monday July 30, 2018 with PW Foreman Ramstad and Beth Fulton from Donalda Ag Society.

Recommendations and reporting will be reviewed with OH and S representatives regarding safe work practices for all Village employees including summer students. New work practices and procedures will be implemented to ensure the Village of Donalda is compliant with legislation.

Water Standpipe Rehabilitation: Coating of interior and exterior of Water Standpipe has been completed by the contractor. Water operators from Stettler County have filled the standpipe and is now back online for the water distribution system.

Cannabis Legislation: GRA-CORE Consulting has been invited to review Village of Donalda Land Use Bylaw for cannabis legislation and recommendations and verification of Council regarding retail and production of cannabis. This process is in conjunction of creating a new Municipal Development Plan for the Village of Donalda.

Muniware Software Training: Administration arranged for day training for the office software with the addition of new staff member Andrea Benoit. Muniware representative attended Village Office on July 23, 2018 for training day on various topics.

ATB Banking: Administration has made changes with all Village Banking Accounts now interest bearing and no service charges. Administration can now invest grant funding to earn interest on funds received.

Stettler County Water and Wastewater Operators: Administration is working with County Administration on a water/wastewater contract and outline for services from Stettler County.

Alberta Municipal Affairs Interviews: Interviews were conducted on July 25, 2018 for Administration and Council with Alberta Municipal Affairs staff regarding petition produced for the Village of Donalda. Final report will be coming from Alberta Municipal Affairs.

Intermunicipal Development and Intermunicipal Collaboration Framework Workshop: Workshop hosted by Stettler County on July 26, 2018 with Alberta Urban Municipalities Association for neighboring municipalities to explore intermunicipal agreements as per legislation. CAO Olson has met with Stettler County and has draft IDP documents being reviewed before being presented to Council.

Chief Administrative Officer Vacation: Vacation days will be August 27, 2018-Sept 10, 2018.