

VILLAGE OF DONALDA
REGULAR COUNCIL MEETING
MINUTES
Tuesday February 19, 2019

The Regular Meeting of Donalda Village Council was held at 7:00 p.m. February 19, 2019, 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

Delegation: Kevin Miller, Desiree Kuori-Alberta Municipal Affairs

CALL TO ORDER: Mayor Knudtson called the meeting to order at 7:03 p.m.

1. AGENDA

Moved by P. McKay that the Agenda February 19, 2019, Village of Donalda Regular Council Meeting be approved with addition of item 8.1 in Camera. **Carried (016-19)**

2. PREVIOUS MINUTES

Moved by P. McKay that the minutes of the January 22, 2019 Regular Council Meeting be accepted. **Carried (017-19)**

3. DELEGATIONS

Mr. Kevin Millar and Ms. Desiree Kuori-Alberta Municipal Affairs were welcomed by Council @ 7:05 PM. Mr. Miller and Ms. Kuori explained the new Alberta Municipal Affairs Municipal Sustainability Program with the days visit with the Chief Administrative Officer in the Village Office. The delegation remained in Council Chambers.

4. BUSINESS ARISING FROM PREVIOUS MINUTES

5. VILLAGE BUSINESS

1. Revenue-Expenditure Report
2. Balance Sheet to Date
3. Tax and Utility Balances
4. Cheque Register to February 15, 2019

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

5. Appointment of Assistant Chief Administrative Officer-Motion by P. McKay to appoint Ms. Kristie Vallet as Assistant Chief Administrative Officer for the Village of Donalda. **Carried (018-19)**
6. Council Renumeration Federal Government Tax Exemption -Motion by B. Gartside for Council renumeration to remain unchanged in regard to the Federal Government removing tax exemption portion from elected officials renumeration. **Carried (019-19)**
7. Strategic Plan for Village of Donalda -Motion by B. Gartside to accept the Village of Donalda Strategic Plan 2018-2020 as presented. **Carried (020-19)**
8. Donalda and District Museum Correspondence-Motion by P. McKay to accept the correspondence as information and for Administration to respond to the request of letter of support for the Creamery Restoration as non-financial at this time. **Carried (021-19)**
9. Parkland Regional Library Council Appointment -Motion by P. McKay correspond to the Parkland Regional Library with Village of Donalda representatives being appointed to the Board on one-year terms. **Carried (022-19)**

6. INFORMATION/CORRESPONDENCE

1. Heritage Canada Funding-Canada Day

Motion by P. McKay to accept reports as information. **Carried (023-19)**

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 024-19**)

8. IN CAMERA

1. Legal-Reynolds Mirth Richards and Farmer

Motion by B. Gartside to convene meeting in camera under Section 17 (2) of the Freedom of Information and Privacy Act at 8:04 PM (**Carried 025-19**)

Motion by P. McKay to convene meeting back to regular session at 9:10 PM **Carried (025-19)**

Motion by B. Gartside to accept legal opinion documentation regarding Composite Assessment Review Board Decision of Donaldda Agricultural Society as information.
Carried (026-19)

NEXT MEETING DATE

1. Regular Meeting of Council March 19, 2019.

9. ADJOURNMENT

Motion by D. Knudtson to adjourn meeting at 9:11 PM **Carried (027-19)**

MAYOR

CHIEF ADMINISTRATIVE OFFICER

CAO Report to Council February 2019

Assistant CAO Position : Assistant CAO has been filled as of January 21, 2019. I welcome to Ms. Kristie Vallet to the position.

Village of Donalda Standpipe Reservoir: Administration has been in conversation with Select Engineering regarding the direct fill line to the standpipe from the SMRWSC line to improve circulation in the standpipe to eliminate freezing. Preliminary survey has been done to accommodate a direct drilling project and Select Engineering has been instructed to prepare tender documents for 2019 construction. Grant funding has been allocated for this project.

Tax Recovery Properties 2018: Reminder letters have been sent to three property owners that will qualify for public tax auction for calendar year 2019. Council will determine a tax sale auction date at April 2019 Council meeting.

Tax Recovery Properties 2019: There are currently nine (9) properties that will be eligible for tax notification if outstanding balances are not brought to current status as of March 31, 2019. All property owners have been sent written correspondence regarding the outstanding taxes.

Financial Year End/Audit Function: Administration has completed year end functions for accounting year end and correspondence with the Village of Donalda auditor.

Alberta Municipal Affairs-Municipal Accountability Program: Administration has met with Municipal Affairs staff on February 19, 2019 to review documents and procedures in accordance to the MAP requirements for the Village of Donalda.

Stettler Regional Emergency Management: Administration has done preliminary work regarding the Community Emergency Management Plan with a meeting arranged for February 26, 2019 with regional partners to discuss regional plan updates and further requirements for the Community Emergency Plan for the Village of Donalda.

Family and Community Social Services (FCSS): Program funding applications have been sent to all past organizations, requests for funding for applications deadline was January 31, 2019. Advertising for Board of Directors has occurred and Board convening with updated Bylaws and Policies is planned for early February/March 2019 for funding allocations for the 2019 calendar year.