

VILLAGE OF DONALDA
REGULAR COUNCIL MEETING
MINUTES
Tuesday April 16, 2019

The Regular Meeting of Donalda Village Council was held at 7:00 p.m. April 16, 2019, at the Donalda Village Office Council Chambers with the following persons present:

Mayor: Bruce Gartside

Councillors: Paul McKay

Staff: Chief Administrative Officer Jason Olson

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

1. AGENDA

Moved by P. McKay that the Agenda April 16, 2019, Village of Donalda Regular Council Meeting be approved as presented. **Carried (048-19)**

2. PREVIOUS MINUTES

1. Regular Council Meeting Minutes March 19, 2019
2. Special Meeting of Council Minutes March 27, 2019

Moved by P. McKay that the minutes of the March 19, 2019 Regular Council Meeting be accepted. **Carried (049-19)**

Moved by B. Gartside that the minutes of the Special Meeting of Council of March 27, 2019 be accepted. **Carried (050-19)**

3. DELEGATIONS

4. BUSINESS ARISING FROM PREVIOUS MINUTES

1. Stettler County Inter-Municipal Development Plan- Motion by P. McKay present Bylaw #715 Village of Donalda and Stettler County No. 6 for first reading and set public hearing for June 18, 2019. **Carried (051-19)**

5. VILLAGE BUSINESS

1. Balance Sheet to Date
2. Tax and Utility Balances
3. Cheque Register to March 11, 2019

Moved by P. McKay to accept all financial reports for information. **Carried (052-19)**

4. ALTAGAS Franchise Agreement Renewal-Motion by P. McKay for administration to bring the ALTAGAS Franchise Agreement Renewal and accompanying bylaw to the June 2019 Council meeting. **Carried (053-19)**
5. Bad Debts for 2019 -Motion by B. Gartside to move outstanding utility balances for account # 314001 and 342006 in the amount of \$319.25 to bad debts. **Carried (054-19)**
6. Advertising Rates for Donalda Lite-Motion by P. McKay to table for June 2019 Council Meeting. **Carried (055-19)**
7. Donalda Ag Society Correspondence-Motion by P. McKay to accept correspondence as presented as information **Carried (056-19)**
8. Donalda Museum Railway Station Funding -Motion by P. McKay to approve payment for 2018 and 2019 calendar years **Carried (057-19)**
9. Village of Donalda 2019 Operating Budget- Motion by P. approve the Village of Donalda 2019 Operating Budget as presented. **Carried (058-19)**
10. Bylaw #699-Donalda Agricultural Society Taxation-Motion by P. McKay to present Bylaw #699 Tax Status and Levy of Taxes of the Donalda Equestrian for first reading to repeal Bylaw #699 to change Roll # 311 to exempt tax status. **Carried (059-19)**

Motion by B. Gartside to present second reading of repeal of Bylaw #699 for Roll #311 to exempt tax status. **Carried (060-19)**

Motion by P. McKay to present Bylaw #699 for consideration of third and final reading of repeal of Bylaw #699 for Roll # 311 to exempt tax status with unanimous consent. **Carried Unanimously (061-19)**

Motion by B. Gartside to present Bylaw #699 for third and final reading of repeal of Bylaw #699 for Roll #311 to exempt tax status. **Carried (062-19)**

11. Security System Upgrade for Village Complex-Motion by P. McKay to accept the quote for electronic monitoring system from Electro-Tel as presented and for administration to proceed with installation. **Carried (063-19)**
12. County of Stettler Housing Authority Requisition- Motion by P. McKay to accept as information. **Carried (064-19)**
13. Village of Donalda By-Election 2019-Motion by B. Gartside for the 2019 By-Election polling station be named as the Donalda Art Gallery at 5002 Railway Avenue confirmed election date as May 27, 2019. **Carried (065-19)**

6. INFORMATION/CORRESPONDENCE

7. COMMITTEE REPORTS

1. Mayor Gartside and Deputy Mayor McKay 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 066-19**)

8. IN CAMERA

1. Legal-Chief Administrative Officer Employment Contract

Motion by B. Gartside to convene meeting in camera under Section 17 (4)(d) of the Freedom of Information and Privacy Act at 8:40 PM (**Carried 067-19**)

Motion by P. McKay to convene meeting back to regular session at 8:54 PM **Carried (068-19)**

Motion by P. McKay to accept Chief Administrative Officer Employment Contract with Mr. Jason Olson as presented. **Carried (069-19)**

9. NEXT MEETING DATE

Regular Meeting of Council May 21, 2019.

10. ADJOURNMENT

Motion by B. Gartside to adjourn meeting at 8:55 PM **Carried (070-19)**

MAYOR

CHIEF ADMINISTRATIVE OFFICER

CAO Report to Council April 16, 2019

2018 Financial Statements and Audit Process-Audit process for 2018 has been engaged with office visit from Mr. Brian King Professional Corporation with financial statements being prepared for Council review in early May 2019.

Alberta Emergency Management Training- Chief Administrative Officer Olson has attended training sessions with Stettler Regional Emergency Management Committee and Field Officers from Alberta Emergency Management Agency to complete the Village of Donalda Emergency Management Plan and arranged for Council and Staff members to attend Incident Command System training.

2019 Operating and Capital Budgets Village of Donalda-2019 Operating Budget is presented to Council for approval on April 16, 2019. Capital Budget and Five-Year Capital Budget will be presented to Council for May Council Meeting.

Municipal Accountability Program Review 2019-Verbal discussion with staff members from Alberta Municipal Affairs has taken place with official report submitted to Deputy Minister of Municipal Affairs awaiting approval for report to be presented to the Village of Donalda with outlined parameters to comply with recommendations.