

VILLAGE OF DONALDA
REGULAR COUNCIL MEETING
MINUTES
Tuesday, May 21, 2019

The Regular Meeting of Donalda Village Council was held at 7:00 p.m. May 21, 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
Assistant Chief Administrative Officer Kristie Vallet

CALL TO ORDER: Mayor Gartside called the meeting to order at 7:02 p.m.

1. AGENDA

Moved by P. McKay that the Agenda May 21, 2019, Village of Donalda Regular Council Meeting be approved as presented. **Carried (071-19)**

2. PREVIOUS MINUTES

1. Regular Council Meeting Minutes April 16, 2019

Moved by P. McKay that the minutes of the April 16, 2019 Regular Council Meeting be accepted. **Carried (072-19)**

3. DELEGATIONS

4. BUSINESS ARISING FROM PREVIOUS MINUTES

5. VILLAGE BUSINESS

1. Revenue and Expenditure Report
2. Balance Sheet to May 2019
3. Tax and Utility Balances
4. Cheque Register to May 13, 2019

Moved by P. McKay to accept all financial reports for information. **Carried (073-19)**

5. 2019 Tax Rate Bylaw -Motion by P. McKay for first reading of Tax Rate Bylaw #716.

Carried (074-19)

Motion by B. Gartside for second reading of Tax Rate Bylaw #716. **Carried (075-19)**

Motion by P. McKay for third reading consideration for Tax Rate Bylaw #716.

Carried Unanimously (076-19)

Motion by B. Gartside for third and final reading of Tax Rate Bylaw #716.

Carried (077-19)

6. Utility Bad Debts Write Offs -Motion by P. McKay for bad debts for account #288.022 for the amount of \$293.88 and account #288.001 for the amount of \$102.98. **Carried (078-19)**

7. Donalda Library Auditor Appointment-Motion by P. McKay to accept and approve the Donalda and District Library Auditor as Carol Montgomery as per recommendation from the Donalda and District Library Board. **Carried (079-19)**

8. FCSS Funding Approvals for 2019-Motion by P. McKay to accept funding levels recommended by administration for 2019 FCSS funding. **Carried (080-19)**

9. Cemetery Module for Muniware Software- Motion by P. to approve the purchase of additional Muniware software module for cemetery records. **Carried (081-19)**

10. Donalda Volunteer Supper-Motion by P. McKay set date for Donalda Volunteer supper to November 5, 2019 starting at 5:00 PM with Village of Donalda as hosting. **Carried (082-19)**

11. Bylaw #717-Natural Gas Distribution Franchise Agreement -Motion by P. McKay for Bylaw #717 Natural Gas Distribution Franchise Agreement for first reading. **Carried (083-19)**

12. Village Complex Upgraded Security- Motion by P. McKay approve the additional security door access as per quote by Electro Tel. **Carried (084-19)**

13. Bad Debt Write Off- Quattro Exploration-Motion by B. Gartside to move account #700000 in the amount of \$5077.28 to bad debts for 2019. **Carried (085-19)**

14. Parade Invitations- motion by B. Gartside for P. McKay to attend Stettler Steel Wheel Parade and B. Gartside to attend Bashaw Razzle Dazzle Days. **Carried (086-19)**

6. INFORMATION/CORRESPONDENCE

1. MAP Final Report-Alberta Municipal Affairs-Motion by P. McKay to accept MAP Final Report as information. **Carried (087-19)**

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 088-19**)

8. IN CAMERA

9. NEXT MEETING DATE

Regular Meeting of Council June 18, 2019.

10. ADJOURNMENT

Motion by B. Gartside to adjourn meeting at 8:54 PM **Carried (089-19)**

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Village of Donalda Emergency Management Agency Meeting: Village of Donalda held an agency meeting at Stettler County offices on April 26, 2019. Council will be hold a Donalda Emergency Management Committee meeting in the future to review the community emergency management plan.

2019 Tax Rate Bylaw #716: Upon approval of operating budget 2019, administration has completed the tax rate bylaw for Council approval at May 2019 meeting.

Donalda Sewer Camera Project: With recommendation from Select Engineering, administration has approved the complete camera inspection of the Village of Donalda Sewer system in 2019.

Tree Removal on Village Properties: Tree services were approved in the 2019 Operating budget and contractor has confirmed to commence work in early June 2019 with PW Supervisor Ramstad to assist with debris removal

Main Street Asphalt Repair: Public Works Supervisors has recognized significant damage to the asphalt surface on Main Street. A paving contractor has been contacted for patching/repair of existing areas for cost estimates.

Donalda Village Complex Electrical Repairs: Continuing issues with power surges and power shortages within the Village Office are being addressed with Stettler Electric. Lighting upgrades to LED lighting have also been ordered within the Donalda Library, Village Office, Donald Museum and public washrooms.

Assistant CAO Probationary Term: Ms. Kristie Vallet has endured the probationary period of employment and is now considered as a permanent employee, with job performance review being completed.