

VILLAGE OF DONALDA
REGULAR COUNCIL MEETING
MINUTES
Tuesday August 20, 2019

The Regular Meeting of Donalda Village Council was held at 7:00 p.m. August 20, 2019, at the Donalda Village Office Council Chambers with the following persons present:

Mayor: Bruce Gartside

Councillors: Paul McKay
Rick Nelson

Staff: Chief Administrative Officer Jason Olson
Assistant Chief Administrative Officer Kristie Vallet

CALL TO ORDER: Mayor Gartside called the meeting to order at 7:01 p.m.

1. AGENDA

Motion by P. McKay that the Agenda August 20, 2019, Village of Donalda Regular Council Meeting be approved with additions as presented. **Carried (123-19)**

2. PREVIOUS MINUTES

1. Regular Council Meeting Minutes July 16, 2019

Motion by P. McKay that the minutes of the July 16, 2019 Regular Council Meeting be accepted. **Carried (124-19)**

2. Special Meeting of Council July 22, 2019

Motion by R. Nelson that the minutes of July 22, 2019 Special Meeting of Council be accepted. **Carried (125-19)**

3. DELEGATIONS

4. BUSINESS ARISING FROM PREVIOUS MINUTES

1. Derek Williams Land Swap

Motion by P. McKay for administration to prepare land title documents for the transfer of title from Village of Donalda owned parcel 2147AT Block 10 Lot 1 to Mr. Derek and Judy Williams for the sale price of \$1.00 in exchange of the Village of Donalda obtaining Plan 7822154 Block 8 Lot 4 from Derek and Judy Williams for the sale price of \$1.00 with the Village of Donalda responsible for land title transfer documents.

Carried (126-19)

2. Donalda and District Ag Society Request for Dust Control

Motion by P. McKay to table discussion for 2020 Budget Item and confirm cost share from Donalda Ag Society consideration. **Carried (127-19)**

3. Bylaw #717-ALTAGAS Franchise Agreement

Motion by P. McKay for second reading of Bylaw #717 as presented.

Carried (128-19)

Motion by R. Nelson for third and final reading of Bylaw #717 as presented.

Carried (129-19)

5. VILLAGE BUSINESS

1. Revenue and Expenditure Report

2. Balance Sheet to August 2019

3. Tax and Utility Balances

4. Cheque Register to August 7, 2019

Moved by P. McKay to accept all financial reports for information. **Carried (130-19)**

5. Unsightly Properties Bylaw #681 Information Presentation -Motion by R. Nelson to accept the presentation by the Chief Administrative Officer as information.

Carried (131-19)

6. Tax Installment Bylaw #682 -Motion by P. McKay to present the revised Bylaw #682 for first reading.

Carried (132-19)

Motion by R. Nelson to present revised Bylaw #682 for second reading.

Carried (133-19)

Motion by B. Gartside to present revised Bylaw #682 for consideration for third and final reading.

Carried Unanimously (134-19)

Motion by P. McKay to present revised Bylaw #682 for third and final reading.

Carried (135-19)

7. Brian King Professional Corporation Contract Renewal- Motion by P. McKay to accept new five-year contract with Brian King Professional Corporation as the Village of Donalda Financial Auditor as presented.

Carried (136-19)

8. Select Engineering Summary of Sewer System Cleaning and Inspection-Motion by R. Nelson to accept the Village of Donalda Sewer System Inspection overview provided by Select Engineering as information.

Carried (137-19)

9. Village Complex Doors and Windows Estimate- Motion by P. McKay to approve windows and door quote from Camrose Glass as presented and to proceed with installation.

Carried (138-19)

10. Donalda and District Museum Public Washroom Building Correspondence - Motion by P. McKay to table discussion to September Council regarding estimated costs for repairs.

Carried (139-19)

11. Donalda and District Museum Railbed Outbuildings Correspondence -Motion by R. Nelson to contact Canadian Northern Railway Society to evaluate the historical value of buildings for possible removal from site. **Carried (140-19)**

6. INFORMATION/CORRESPONDENCE

1. Donalda Lamp Park Meeting Minutes July 15, 2019
2. ATCO Electric Annual Report for Village of Donalda
3. Local Assessment Review Hearing Notice
4. MSI/FGTF Announcement Alberta Municipal Affairs

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 141-19**)

9. IN CAMERA

10. NEXT MEETING DATE

Regular Meeting of Council September 17, 2019.

11. ADJOURNMENT

Motion by R. Nelson to adjourn meeting at 9:03 PM **Carried (142-19)**

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Unightly Properties Bylaw #681-Administration has reviewed several properties within the Village boundaries and issued offence letters and has proceeded to enter several properties to control vegetation with costs being added to the tax roll. Several other properties under the definition of structural compromise have been noted for Council discussion under agenda item 5.5 under Village Business with Administration requesting further instructions

Sewer Camera Inspections: The Village sewer system was inspected and recorded for intrusions and overall cleaning followed with sewer camera recording for physical conditions and reporting for future repair or replacement. Overall the inspection shows deterioration of the sewer system with several areas needing immediate replacement. Select Engineering has comprised an overview regarding the results collected and has forwarded suggested areas (see Village Business Item 5.8) for discussion and review. The Village of Donalds Capital Budget has allocated funds for the water/sewer systems replacement over the next several years.

Tax Installment Bylaw #682: Bylaw #682 has been reviewed during the 2019 tax season and Administration has revised the Bylaw to reflect changes required to allow taxpayers to join the program. The Village has several new properties join the program, including properties that are in arrears.

Assistant Chief Administrative Officer Vallet: Training has been undertaken by Ms. Vallet to obtain her Small Systems Operator Certificate for future certification to ensure the operation of the Village Water/Wastewater Systems to comply with Provincial Legislation. This also involves practical experience with the Village water system operations with Stettler County partnering as mentors and proctors for her practical exams.

2018 Audited Financial Statements: 2018 Financial Statements were presented by auditor Mr. Brian King at July 22, 2019 Special Meeting of Council. A new contract has been presented by Mr. King for future years.

Public Works Hydrant Flushing: Has been scheduled for September 23+ 24 as annual maintenance of the system.

Village of Donalda Cemetery : Administration has been contacted with 4 placements in the past month in the Donalda Cemetery. Preliminary work on updating and moving to electronic cemetery records will begin in September 2019.