

**VILLAGE OF DONALDA
REGULAR COUNCIL MEETING
MINUTES
Tuesday November 20, 2018**

The Regular Meeting of Donalda Village Council was held at 7:00 pm November 20, 2018
at the Village of Donalda Municipal Office 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 7:00 p.m.

1. AGENDA

Motion by P. McKay that the Agenda of November 20, 2018, Village of Donalda Regular Council Meeting be approved with addition of item 5.11 under Village Business.

Carried (182-18)

2. MINUTES

1. Regular Council Meeting Minutes October 16, 2018

Motion by P. McKay that the minutes of the October 16, 2018 Regular Council Meeting be accepted as presented.

Carried (183-18)

2. Organizational Meeting Minutes October 16, 2018

Motion by P. McKay that the minutes of the October 16, 2018, Organizational Meeting of Council be accepted as presented.

Carried (184-18)

3. DELEGATIONS

1. Ms. Leann Graham from GRA-CORE Consulting presented draft document of Village of Donalda Municipal Development Plan for Council review. Ms. Graham exited Council Chambers at 8:30 PM.

2. Doug Booker-Village owned lot Roll #297 offer to purchase. Mr. Booker had submitted an offer to purchase the Village owned lot for Council review.

Moved by B. Gartside to move this to Council Agenda Item 8.1 In Camera under Legal.

Carried (185-18)

4. BUSINESS ARISING FROM PREVIOUS MINUTES

1. Updated Confined Feedlot Operations Definition for discussion submitted by Johan Van Der Bank-Stettler County Intermunicipal Development Plan
Motion by P. McKay to accept updated definition as information.

Carried (186-18)

5. VILLAGE BUSINESS

1. Revenue-Expenditure Report
2. Balance Sheet to Date
3. Tax and Utility Balances
4. Cheque Register to November 12, 2018

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

Carried (187-18)

5. Bylaw #711-Village of Donalda Municipal Development Plan

Motion by P. McKay to present Bylaw #711 Village of Donalda Municipal Development Plan for first reading and schedule public hearing for December 18, 2018 at 7:00 PM with Regular Council Meeting Agenda.

Carried (188-18)

6. Bylaw #712-Village of Donalda Subdivision Authority Bylaw

Motion by P. McKay to present Bylaw #712 for first reading.

Carried (189-18)

Motion by B. Gartside to present Bylaw #712 for second reading.

Carried (190-18)

Motion by D. Knudtson to present Bylaw #712 for consideration for third reading.

Carried (191-18)

Motion by P. McKay to present Bylaw #712 for third and final reading.

Carried (192-18)

7. Parkland Community Planning Services Subdivision Advisory Services Agreement

Motion by P. McKay to table item 5.7 for clarification of section 3.1 (c) as per Parkland Community Planning Services providing client representation at appeal hearings

Carried (193-18)

8. Bylaw #713- Regional Subdivision And Development Appeal Board

Motion by P. McKay present Bylaw #713 Regional Subdivision and Development Appeal Board for first reading.

Carried (194-18)

Motion by B. Gartside to present Bylaw #713 Regional Subdivision and Development Appeal Board for second reading.

Carried (195-18)

Motion by D. Knudtson to present Bylaw #713 Regional Subdivision and Development Appeal Board for consideration for third reading.

Carried (196-18)

Motion by P. McKay to present Bylaw #713 Regional Subdivision and Development Appeal Board for third and final reading.

Carried (197-18)

9. Regional Subdivision and Development Board Services Agreement

Motion by B. Gartside for the Village of Donalda and Parkland Community Planning Services to enter into the Services Agreement as presented.

Carried (198-18)

10. Battle River Watershed Request for Funding

Motion by P. McKay to fund the requested amount of \$109.50 to fund the Battle River Watershed as presented.

Carried (199-18)

11. Municipal Affairs-Municipal Accountability Program Village of Donalda Selection for 2019 Review

Motion by B. Gartside to accept for information.

Carried (200-18)

6. INFORMATION/CORRESPONDENCE

1. Public Budget Input Meeting November 28, 2018

Motion by P. McKay to accept for information.

Carried (201-18)

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 (202-18)

Motion by B. Gartside to convene meeting in camera @ 9:54 PM

Carried (203-18)

8. IN CAMERA

1. Legal-Offer to Purchase Roll #297

Motion by P. McKay to return to regular session @ 10:38 PM.

Carried (204-18)

Motion by P. McKay to not accept the offer to purchase as presented for Roll #297.

Carried (205-18)

9. NEXT MEETING DATE

1. Regular Meeting of Council December 18, 2018.

10. ADJOURNMENT

Motion by D. Knudtson to adjourn meeting at 10:39 PM.

Carried (206-18)

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Chief Administrator Job Advertisement: Village of Donalda CAO position has been advertised in 4 local newspapers as prescribed by Council

Village Underground Water Well Capping: All Star Drilling has been on site to cap all existing water wells that are Village owned, including the Donalda Creamery. This is mandatory as per Alberta Environment regulations regarding Village of Donalda Water Licences under The Water Act, since the Village of Donalda now receives treated water via SMRWSC.

Municipal Development Plan for Village of Donalda: GRA-Core Consulting has prepared and will review with Council the draft MDP for the Village of Donalda under current contract

Property and Liability Insurance Review 2019: Administration has reviewed the AMSC Property and Liability Insurance for 2019, for the Village of Donalda with changes being made to equipment and contents that are no longer required or have been disposed

Building Envelope Inspection for Municipal Office: Design Works and Engineering from Edmonton have been contracted to inspect and prepare a building envelope report for the physical condition of the Village of Donalda Municipal Building

Assessment Complaints for Village of Donalda: Council and Administration met with Terry Willoughby from Municipal Property Assessment Consultants Friday November 2, 2018 to discuss the Assessment Review Board Hearing for December 5, 2018.

Performance Appraisals for Village of Donalda Employees: Both Public Works Foreman and Assistant Chief Administrative Positions have reached the 3-month probation period and are now considered permanent employees

Regional Subdivision and Development Appeal Board Bylaw and Agreement with Parkland Community Planning Services: Both documents have been prepared for Council review and will be finalized by the PCPS Board over the coming months to comply with Provincial Legislation changes in the Municipal Government Act

Stettler County Water Operator Agreement for Services: Administration has outlined services that the Village of Donalda requires regarding water operators from SMRWSC Operators to comply with legislation. Stettler County will draft an agreement for review and present to Council