

**VILLAGE OF DONALDA  
REGULAR COUNCIL MEETING  
MINUTES**

**Tuesday, December 16, 2014**

The Regular Meeting of Donalda Village Council was held at 7:00 p.m., December 16, 2014, at the Donalda/Red Willow Regional Fire Hall with the following persons present:

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Mayor: Bruce Gartside

Councillors: Dan Knudtson  
Shane Fox

Staff: Chief Administrative Officer Rosemary Wittevrongel,  
Public Works Foreman Frank Sutton

Public: Dirk Bannister, John Matheson

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

**A. AGENDA:**

**MOVED BY DEPUTY MAYOR Knudtson**, that the Agenda of the December 16, 2014 Village of Donalda Regular Council Meeting be approved as presented.

2014.12.47  
*Dec 16/14 Agenda*

**CARRIED UNANIMOUSLY**

**B. DELEGATIONS:**

**C. MINUTES**

1. **MOVED BY COUNCILLOR Fox** to approve the November 18, 2014 Regular Meeting Minutes as presented.

2014.12.48  
*November 18, 2014 Reg. Min*

**CARRIED UNANIMOUSLY**

**D. BUSINESS**

1. **MOVED BY DEPUTY MAYOR Knudtson** to accept the Accounts Payable listed on the Cheque Register as Cheque #'s 20140433-20140477 in the amount of \$33,628.05 as information.

2014.12.49  
*Accounts payable*

**CARRIED UNANIMOUSLY**

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2. **MOVED BY COUNCILLOR Fox** to accept the Budget vs Actual report to November 30, 2014 as presented.

2014.12.50  
*Nov. 30/14 Budget vs Actual*

**CARRIED UNANIMOUSLY**

3. **MOVED BY DEPUTY MAYOR Knudtson** to accept the Balance Sheet to November 30, 2014 as presented.

2014.12.51  
*Nov. 30/14 Bal. Sheet*

**CARRIED UNANIMOUSLY**

4. **MOVED BY DEPUTY MAYOR Knudtson** to accept the Utility and Taxes December 15, 2014 Receivables as presented.

2014.12.52  
*Dec. 15/14 Receivables*

**CARRIED UNANIMOUSLY**

5. **MOVED BY DEPUTY MAYOR Knudtson** that Dirk Bannister be appointed as Chief Administrative Officer for the Village of Donalda, per By-law 679, effective January 6, 2015.

2014.12.53  
*Appoint CAO*

**CARRIED UNANIMOUSLY**

6. **MOVED BY COUNCILLOR Fox** that the signing authority for the Village of Donalda effective January 6, 2015 be:

Mayor Bruce Gartside and CAO Dirk Bannister

Or

Deputy Mayor Dan Knudtson and CAO Dirk Bannister

Or

Councillor Shane Fox and CAO Dirk Bannister

Or

Mayor Bruce Gartside and Assistant CAO Janet Bergstrom

Or

Deputy Mayor Dan Knudtson and Assistant CAO Janet Bergstrom

Or

Councillor Shane Fox and Assistant CAO Janet Bergstrom

2014.12.54  
*Signing Authority*

**CARRIED UNANIMOUSLY**

7. **MOVED BY DEPUTY MAYOR Knudtson** to give By-law 680 Water Utility Bylaw, a first reading.

2014.12.55  
*Water Utility Bylaw 680, 1st Reading*

**CARRIED UNANIMOUSLY**

**MOVED BY COUNCILLOR Fox** to give By-law 680 Water Utility Bylaw, a second reading.

**2014.12.56**

*Water Utility Bylaw 680, 2nd Reading*

**CARRIED UNANIMOUSLY**

**MOVED BY DEPUTY MAYOR Knudtson** to give to By-law 680, Water Utility Bylaw, unanimous consent for a third reading.

**2014.12.57**

*Water Utility Bylaw 680, Unanimous Consent 3rd Reading*

**CARRIED UNANIMOUSLY**

**MOVED BY MAYOR Gartside** to give to By-law 679, a By-law 680, Water Utility Bylaw, a third reading.

**2014.12.58**

*Water Utility Bylaw 680, 3rd Reading*

**CARRIED UNANIMOUSLY**

8. **MOVED BY COUNCILLOR Fox** that the Village of Donalda Council approves an interim operating budget for the 2015 year for 50% of the 2014 Operating Budget revenues and expenses..

**2014.12.59**

*Interim Operating Budget*

**CARRIED UNANIMOUSLY**

9. **MOVED BY DEPUTY MAYOR Knudtson** that the Village of Donalda enters into a five year Assessment Services Contract with Municipal Property Consultants (2009) Ltd. as outlined in the proposal dated November 28, 2014.

**2014.12.60**

*Assessment Services Contract*

**CARRIED UNANIMOUSLY**

10. **MOVED BY COUNCILLOR Fox** that the Village of Donalda Council approves the purchase of Truck Box Sander in the amount of \$5,500.00 plus GST with the funding coming from general reserves; and,

That the 2014 Capital budget be amended to reflect the purchase of the sander.

**2014.12.61**

*Truck Box Sander Capital Purchase*

**CARRIED UNANIMOUSLY**

11. **MOVED BY DEPUTY MAYOR Knudtson** that the Village of Donalda declines to reimburse N. Rehman per the request dated November 12, 2014.

**2014.12.62**

*Residents Request Repair Water Heater*

**CARRIED UNANIMOUSLY**

12. **MOVED BY DEPUTY MAYOR Knudtson** that the Village of Donalda Council acknowledges the application of the Donalda and District Museum to the County of Stettler to undertake renovations to the exhibit area of the museum, including updated wiring for the display cases and improved general lighting for the display area and display cases.

2014.12.63

*Acknowledge Museum Grant App. To Stettler County*

**CARRIED UNANIMOUSLY**

13. **MOVED BY DEPUTY MAYOR Knudtson** that the Village of Donalda Council approves the request of Beth Fulton for the building of an outdoor skating rink on the road access between the outdoor riding arena and soccer field with the understanding that it is posted for use at user's own risk and that there is no supervision; and with the understanding that the users supply their own truck and transport system for water from the Village well house.

2014.12.64

*Outdoor Skating Rink Request*

**CARRIED UNANIMOUSLY**

14. **MOVED BY COUNCILLOR Fox** that the Village of Donalda Council considers the request of the Ag. Society to cover the cost of renovations at the community hall to provide for an access space for the water meter installation pending further investigation.

2014.12.65

*Community Hall Reno for Water Meter Install*

**CARRIED UNANIMOUSLY**

15. **MOVED BY DEPUTY MAYOR Knudtson** that the Village of Donalda Council approves the request from the Promotions group for the removal of 5 spruce trees and one deciduous tree in an alternate pattern on the boulevard on Main Street.

2014.12.66

*Boulevard Tree Removal Main Street*

**CARRIED UNANIMOUSLY**

**E. INFORMATION/CORRESPONDENCE**

**F. COMMITTEE REPORTS**

1. Mayor Bruce Gartside reported on the following:

- November 24, 2014 Alberta Heritage Society meeting noting that it has a new website and new approach to the installation of the railway infrastructure.
- December 2, 2014 Ag Society Meeting noting that the audited financial statements were presented with the Ag Society showing a healthy surplus of \$22,000 and noting that the hall and Ag building roofs are leaking and will need repairs.
- November 26, 2014 SMRWC (Shirley Mclellan Regional Water Commission) meeting noting that the Red Willow truck fill is 90% complete, outstanding Chinook Construction penalties are an issue, and that the 2015 Budget has been approved. A "true-up" meeting will be held in the near future.

**MOVED BY DEPUTY MAYOR Knudtson** to extend the meeting 30 minutes.

**2014.12.67**  
*Extend Meeting*

**CARRIED UNANIMOUSLY**

2. Deputy Mayor Knudtson reported on the following:
  - December 1, 2014 County Recreation Board meeting noting that the regular operations grants totaling \$28,000 were sent out. Donaldson museum received \$2,300. Also the \$50,000 in special projects funding was given out to 7 groups.
  - December 5, 2014 Waste Management Authority meeting noting that their 2015 Budget has been approved with requisition increases of 11%.
3. Councillor Fox reported on the following:
  - December 2, 2014 Museum Board meeting noting that the group has a date set of February 18-19, 2015 for working the next casino.
4. The CAO update was presented to Council.
5. The Public Works update was presented to Council.

**MOVED by COUNCILLOR Fox** to accept Committee reports, F1-5, as presented.

**2014.12.68**  
*Committee Reports*

**CARRIED UNANIMOUSLY**

**Gallery Time**

The Council has chosen to include the gallery time in the meeting since there are items still remaining.

The public and the foreman left the meeting chambers at 9:28 pm.

**MOVED BY COUNCILLOR Fox** to extend the meeting 30 minutes.

**2014.12.69**  
*Extend Meeting*

**CARRIED UNANIMOUSLY**

**G. IN CAMERA**

1. **MOVED BY DEPUTY MAYOR Knudtson** to proceed in camera at 9:28 pm.

**2014.12.70**  
*In Camera*

**CARRIED UNANIMOUSLY**

- i) CAO Employment Agreement
- ii) 2015 Wages



2. **MOVED BY COUNCILLOR Fox** to reconvene at 9:40 pm.

2014.12.71  
*Reconvene*

**CARRIED UNANIMOUSLY**

3. **MOVED BY DEPUTY MAYOR Knudtson** to approve the CAO Employment Agreement, item G 1, as presented.

2014.12.72  
*CAO Employment Agreement*

**CARRIED UNANIMOUSLY**

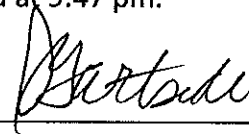
4. **MOVED BY MAYOR Gartside** to approve the 2015 budget for wage allocation increases, item G 2, as presented.

2014.12.73  
*2015 Budget Wage Allocations*

**CARRIED UNANIMOUSLY**

H. **ADJOURN**

Being that agenda matters concluded the meeting adjourned at 9:47 pm.



MAYOR



CHIEF ADMINISTRATIVE OFFICER

