

**VILLAGE OF DONALDA
REGULAR COUNCIL MEETING
MINUTES**

Tuesday, January 20, 2015

The Regular Meeting of Donalda Village Council was held at 7:00 p.m., January 20, 2015, at the Donalda/Red Willow Regional Fire Hall with the following persons present:

**NOTE: THESE MINUTES ARE CONSIDERED TO BE IN DRAFT FORM UNTIL APPROVED BY COUNCIL AT
A SUBSEQUENT MEETING**

Mayor: Bruce Gartside

Councillors: Dan Knudtson
Shane Fox

Staff: Chief Administrative Officer Dirk Bannister
Public Works Foreman Frank Sutton

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

A. AGENDA:

Moved by Deputy Mayor Knudtson, that the Agenda of the January 20, 2015 Village of Donalda Regular Council Meeting be approved as presented. **Carried (01-15)**

B. MINUTES

Moved by Councilor Fox to approve the December 16, 2014 Regular Meeting Minutes as presented with the addition of the word Donalda (following the words "Village of") in item 10, page 3. **Carried (02-15)**

C. DELEGATIONS

Mr. Phil Racine presented possible street sign toppers and after a discussion with regard to cost etc., the item will be referred to the Council Committee of the Whole Budget meeting.

D. BUSINESS

1. Moved by Deputy Mayor Knudtson to accept the Accounts Payable listed on the Cheque Register as Cheque #'s 20140478-20140543 in the amount of \$149,750.29 as information.
Carried (03-15)



2. Moved by Councilor Fox to accept the Budget vs Actual report to December 31, 2014 as presented. **Carried (04-15)**
3. Moved by Deputy Mayor Knudtson to accept the Balance Sheet to December 31, 2014 as presented. **Carried (05-15)**
4. Moved by Deputy Mayor Knudtson to accept the Utility and Taxes to January 14, 2015 as presented. **Carried (06-15)**
5. Moved by Councilor Fox that the CAO commence with the creation for Council approval of Village Policies in the areas of:
 - a. Employees and Employment
 - b. File and Financial Retention
 - c. Fees for Village Services
 - d. Use of Social Media in the Office
 - e. Office Security

These preliminary Polices should be made available for Council review beginning at the February 2015 meeting of Council. **Carried (07-15)**

6. Moved by Councilor Fox that there be a meeting of the Whole of Council acting as a Financial and Budget Review Committee as soon as possible following the receipt of the 2015 Property Assessments for the Village. **Carried (08-15)**
7. The CAO schedule for the first quarter of 2015 was received.
8. Following a discussion of the Insurance coverage for artifacts in the museum and in relation to a proposed agreement with the Museum it was moved by Mayor Gartside that the village will pay one half of the proposed additional cost to bring the artifact coverage to \$500,000 provided that the Museum pay the other 50 per cent. The CAO is to write to the Museum in this regard. It was noted that at the time of the proposed agreement, the amount of additional insurance would be approximately \$903; to be split between the two parties. **Carried (09-15)**
9. Moved by Councilor Fox that the Village renew its membership in the Local Government Administration Association and that the CAO attend the 2015 Annual meeting of the Association in Red Deer. Registration to paid by the Village, hotel and travel by the CAO. **Carried (10-15)**
10. The issue of recent discussion with regard to improving the look of Main Street led to the conclusion that perhaps the Bylaws in place regarding properties in the Village needed to be reviewed for clarity of content; especially with regard to the penalty phases for non-compliance. The CAO advised that representatives from Municipal Affairs would be in Donalda in March and that the pertinent Bylaws would be reviewed with them at that time.



11. Moved by Councilor Fox that the request for funding to the Museum for the 2015 year be considered at the 2015 Committee of the Whole meeting that will be considering the final 2015 Village Budget and that a letter of support be provided to the Museum with regard to their grant application to fund a study of the future of the Village Creamery. **(Carried 11-15)**
12. Moved by Deputy Mayor Knudtson that the letter from the Library requesting financial support for 2015 be considered at 2015 Committee of the Whole meeting that will be considering the final 2015 Village budget. **Carried (12-15)**
13. Moved by Mayor Gartside that the CAO write to all the Village Residents who have not responded to the Village request for a time and date to install their water meters and advise them that if they do not provide information by February 13, 2015 as to when the meters can be installed, the Village will turn the water off until such time as the meters can be installed. The residents will be further advised that if the Village has to take this action the affected residents will be charged for the water meters. **Carried (13-15)**

E. INFORMATION/CORRESPONDENCE

1. The CAO was instructed to contact Beth Fulton with regard to the Outdoor Skating Rink situation.
2. The Minutes of the Agricultural Society AGM were received as information.

F. COMMITTEE REPORTS

1. Mayor Gartside, Deputy Mayor Knudtson and Councilor Fox provided verbal reports of their committee and other meetings since the last meeting of Council. These verbal reports were accepted on a motion by Councilor Fox. **Carried (14-15)**
2. The CAO and the Public Works Foreman also provided verbal reports on activities since the last Council meeting.

G. GALLERY TIME


During Gallery time it was suggested that Council consider a Bylaw to declare the Art Gallery a Municipal Heritage Building. The CAO will look into the requirements for this to proceed.

Moved by Deputy Mayor Knudtson that the meeting be extended for an additional half hour. **Carried (15-15)**



H. ADJOURN

Being that agenda matters were concluded, a motion by Mayor Gartside to adjourn the meeting was carried (16-15) and the meeting adjourned at 9:26 pm.



MAYOR



CHIEF ADMINISTRATIVE OFFICER



