

**VILLAGE OF DONALDA**  
**REGULAR COUNCIL MEETING**  
**MINUTES**  
**Tuesday, February 21, 2017**

The Regular Meeting of Donalda Village Council was held at 7:00 p.m. February 21, 2017, at the Donalda/Red Willow Regional Fire Hall with the following persons present:

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Mayor: Dan Knudtson

Councilors: D.Paul McKay  
Bruce Gartside

Staff: Chief Administrative Officer Anna Volk  
Public Works Foreman Frank Sutton

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

A. **AGENDA:**

Moved by Deputy Mayor McKay, that the Agenda of the February 21, 2017, Village of Donalda Regular Council Meeting be approved as presented. **Carried (11-17).**

B. **MINUTES**

It was moved by Deputy Mayor McKay that the minutes of the January 17, 2017 regular council meeting be accepted as presented. **Carried (12-17).**

C. **DELEGATIONS**

None

D. **BUSINESS**

1. Financial Statements were reviewed and it was moved by Councilor Gartside to accept for information the Financial Statements for January 2017. All in favor. **Carried (13-17).**
2. Office Policy #6 – Amended Utility Hook-Up, Billing and Disconnection Policy. The amended version of Office Policy #6 was presented by the CAO. This policy is amended to change the date for disconnection notices to be issued after 60 days of arrears and for the full balance of the account to be paid prior to reconnection. It was moved by Councilor Gartside to accept Office Policy #6 as presented. All in favor. **Carried. (14-17).**

3. Office Policy #11 – Village of Donalda Beautification Policy – CAO presented a new policy Office Policy #11, which outlines how the Village will handle the purchasing, planting and maintenance of Village flower and plants in the summer months. Deputy Mayor McKay moved to accept Office Policy #11 as presented. All in favor. **Carried (15-17).**
4. Office Policy #3 – Village of Donalda Utility Connection Policy – CAO presented a new Office policy which outlines that any work being completed involving Village water or sewer lines must be witnessed and documented by Village staff. This issue was discussed fully by council and it was moved by Councilor Gartside that this Office Policy #3 be accepted as presented. All in favor. **Carried (16-17).**
5. Change in Signing Authority – Councilor Gartside moved that the signing authority for the Village of Donalda be changed to the following combinations:

CAO Anna Volk and Mayor Dan Knudtson

CAO Anna Volk and Deputy Mayor D. Paul McKay

CAO Anna Volk and Councilor Bruce Gartside

Assistant CAO Megan Wills and Mayor Dan Knudtson

Assistant CAO Megan Wills and Deputy Mayor D. Paul McKay

Assistant CAO Megan Wills and Councilor Bruce Gartside

All in favor. **Carried (17-17).**

6. Red Lamp Market – A request was presented to council from the Red Lamp Market Committee to use the Donalda Lamp Park to hold their spring/summer markets on the following days; May 13, June 17, July 1, July 22, August 19 and September 9.

It was moved by Deputy Mayor McKay to allow the proposed usage as requested. All in favor. Carried (18-17).

#### E. **INFORMATION/CORRESPONDENCE**

- AUMA – MGA Regulations Bundle #1
- SMRWSC – Interest Charges

Council reviewed the documents presented for information. Deputy Mayor McKay moved that this information be accepted as presented. **Carried (19-17).**

F. **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 Public Works Foreman and CAO also provided reports on activities since the last Council meeting.

G. **GALLERY TIME**

Discussion centered on the Village website. A lot of great ideas were shared and the CAO informed the gallery that there are plans to revitalize the Village website and make it more user friendly.

Mayor Knudtson thanked the gallery for sharing their concerns and for attending.

It was moved by Councilor Gartside that the Council move to the in camera portion of the meeting at 8:14pm.

Deputy Mayor McKay moved to come out the in camera portion of the meeting at 8:54pm.

H. **ADJOURN**

Being that agenda matters were concluded, a motion by Mayor Knudston to adjourn the meeting was **carried (20-17)** and the meeting adjourned at 8:57pm.

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER