



**Regular Council Meeting
MINUTES**

Wednesday, February 15th, 2023 @ 6:30 p.m.
Council Chambers, Village Office
#6 - 3rd Avenue W Empress, AB

1. Call to Order

The Regular Meeting of the Village of Empress was held in the Village Office in Empress on Wednesday, February 15th, 2023.

Mayor Arlen Johnston called the meeting to order at 6:30pm.

IN ATTENDANCE

Mayor Arlen Johnston
Deputy Mayor Dawna Martin
Councillor Kelly Burgess
Assistant CAO Carrie Loose
Admin & Finance Tamara Ravenwood
Chief Administrative Officer Christiaan Liebenberg

2. Adoption of Agenda

C015-02-15-2023 MOVED by Deputy Mayor Dawna
That the Council meeting agenda for February 15th, 2023, be adopted as presented and Council approve additions as it relates to the public engagement session February 8th under New Business 8.1. and Delegations starting New Business Item 8.8 **CARRIED**

3. Adoption of Minutes

C016-02-15-2023 MOVED by Mayor Arlen Johnston
That Council approve the January 18th, 2022, Regular Council Meeting minutes as presented in writing. **CARRIED**

4. Delegations

C017-02-15-2023 MOVED by Mayor Arlen Johnston
That Council receive all verbal presentations (**Community Pantry and Fine Arts Society Community Utility Bills**) as information. **CARRIED**

5. Administration and Committee Reports

➤ **Committee Reports VERBAL**

- ✓ Mayor
- ✓ Deputy Mayor
- ✓ Councillor

➤ **Public Works VERBAL Report** by the Chief Administrative Officer.

➤ **CAO VERBAL Report** by the Chief Administrative Officer.

C018-02-15-2023 MOVED by Councillor Kelly Burgess
That Council receive, accept, and approve all verbal and written reports presented here. CARRIED

➤ **Financial Report** January 31st, 2023, Cheque Listings, by the Chief Administrative Officer.

C019-02-15-2023 MOVED by Mayor Arlen Johnston
That Council receive, accept, and approve the financial report presented here. CARRIED

6. Correspondence

C020-02-15-2023 MOVED by Mayor Arlen Johnston
That Council receive and accept as information all correspondence items presented here in writing. CARRIED

7. Old Business

C021-02-15-2023 MOVED by Councillor Kelly Burgess
That Council receive the feedback from their public engagement session February 8th as information. CARRIED

8. New Business

8.1 ATCO Brown Out Damages

C022-02-15-2023 MOVED by Mayor Arlen Johnston
That Administration formulate a letter to ATCO from the Village of Empress and all community associations to request compensation for losses and damage incurred during the power outages in January 2023, once ATCO have completed an assessment of the existing lack of insulation on powerlines serving the Empress area. CARRIED

8.1 Alberta Health Services Notifications

C023-02-15-2023 MOVED by Councillor Kelly Burgess
That Administration inform Alberta Health Services they notify The Village of Empress of any future community stakeholder meetings and always invite a representative of the Village of Empress. CARRIED

8.1 Village Owned Campgrounds Maintenance.

C024-02-15-2023 MOVED by Deputy Mayor Dawna Martin
That Council approve \$10,000 for grading repairs and lot refurbishment of the **Village owned campgrounds** ONLY including new signage, Council increases overnight serviced rates to \$30, dry camping to \$25 and camping are first come first serve with only Interac/Card payments accepted, repairs are paid from budget item (MSI) parks and trails repairs: public campground. CARRIED

8.2 Sewer and Fire Hydrants Flushing

C025-02-15-2023 MOVED by Mayor Arlen Johnston
That Council approve the cost of the sewer and hydrant flushing up to \$10,000 and it be paid from budget item (MSI) water/sewer repairs and maintenance. CARRIED

8.3 Tax Arrears Recovery

C026-02-15-2023 MOVED by Mayor Arlen Johnston
That Council appoint TAXervice Manitoba to implement tax arrears recovery for the Village of Empress. CARRIED

8.4 Community Hall Lease Agreement - Utility Bill Payments

C027-02-15-2023 MOVED by Councillor Kelly Burgess

That Council direct Administration draft a new lease agreement for the Community Hall to reflect cost-sharing of the operational and utility expenses between the municipality and the Fine Arts Society.

CARRIED

8.5 Marigold Library Members 2023-2025

C028-02-15-2023 MOVED by Mayor Arlen Johnston

That Council appoint for a 3-year term: Donna Habich and Joan Bouvier as members for the Marigold Library System for 2023-2025.

CARRIED

8.6 Director and Deputy Director of Emergency Management Appointments

C029-02-15-2023 MOVED by Deputy Mayor Dawna Martin

That Council appoint Arlen Johnson as Director of Emergency Management and Chad van Dam as Deputy Director of Emergency Management effective February 15, 2023, to February 15, 2024, and Council authorize Administration pay the Deputy DEM position \$20 per hour for completing the Emergency Management binder and mileage and training costs strictly as it relates to the execution of the position. Required training must be completed and the appropriate certificates submitted to complete reimbursement.

CARRIED

8.7 Airport Runway Resurfacing

C030-02-15-2023 MOVED by Councillor Kelly Burgess

That Council receive and accept as information the airport runway resurface verbal presentation by the Deputy Mayor Dawna Martin and Administration check into federal funding for resurfacing the runway.

CARRIED

8.8 Pantry

C031-02-15-2023 MOVED by Councillor Kelly Burgess

That Council approve the installation of a pantry cabinet in the library hallway as part of the Empress Community Pantry initiative strictly ONLY for non-perishable items with the initiative taking full and sole ownership, maintenance, and legal responsibility for the initiative at no cost to the ratepayer and municipality.

CARRIED

8.9 MSI applications

C032-02-15-2023 MOVED by Deputy Mayor Dawna Martin

That Council receive, accept, and approve the 2023-2025 MSI and CCBF project applications 01-23: Empress Infrastructure and Council authorize the Chief Administrative Officer submit these project applications.

CARRIED

8.10 CLOSED SESSION

C033-02-15-2023 MOVED by Deputy Mayor Dawna Martin

That Council move into closed session (*Economic and other interests as per Freedom of Information and Protection of Privacy Act, Part 1, Division 2, Section 27, and Employee Matters as per Freedom of Information and Protection of Privacy Act I, Part 1, Division 2, Section 17*) at 8:58pm.

CARRIED

C034-02-15-2023 MOVED by Mayor Arlen Johnston

That Council move out of closed session at 9:46pm.

CARRIED

9. Next Meeting Date - Wednesday, March 15th, 2023 @ 6:30 p.m.

10. Adjournment at 9:47pm.

Arlen Johnston

Mayor

Christiaan Liebenberg

Chief Administrative Officer