



Regular Council Meeting MINUTES

Wednesday, September 20th, 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, September 20th, 2023.

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

IN ATTENDANCE

Mayor Arlen Johnston
Deputy Mayor Dawna Martin
Councillor Kelly Burgess
Chief Administrative Officer Christiaan Liebenberg

2. Adoption of Agenda

C153-09-20-2023 MOVED by Mayor Arlen Johnston

That the Council meeting agenda for September 20th, 2023, be adopted as presented, and printed with the addition of Item 7.1 Hall Renovation contract. CARRIED

3. Adoption of Minutes

C154-09-20-2023 MOVED by Deputy Mayor Dawna Martin

That Council approve the August 23rd, 2023, Regular Council Meeting minutes as presented and printed. CARRIED

C155-09-20-2023 MOVED by Councillor Kelly Burgess

That Council approve the September 7th, 2023, Special Council Meeting minutes as presented and printed with correction page 2 (*Empress & District Fine Arts, Cultural and Leisure Society - their representative Don Farden*). CARRIED

4. Delegations

None

5. Administration and Committee Reports

➤ Committee Reports

- ✓ Mayor
- ✓ Deputy Mayor
- ✓ Councillor

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

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

C156-09-20-2023 MOVED by Mayor Arlen Johnston

That Council receive as information all verbal & written reports presented under Item 5.

CARRIED

- **Financial Report** August 31st, 2023, Cheque Listings by the Chief Administrative Officer.

C157-09-20-2023 MOVED by Deputy Mayor Dawna Martin

That Council receive, accept, and approve the August 31st, 2023, financial report presented here as printed.

CARRIED

6. Correspondence

C158-09-20-2023 MOVED by Mayor Arlen Johnston

That Council receive all correspondence presented here as information.

CARRIED

7. Old Business

C159-09-20-2023 MOVED by Deputy Mayor Dawna Martin

That Council table the review of the Hall Renovation contract until such time all of Council has reviewed it and it be brought back (after hazard assessment) for final signing.

CARRIED

8. New Business

8.1 Financial Statements 2022 (Audit 2023)

C160-09-20-2023 MOVED by Mayor Arlen Johnston that Council receive as information the written update on the 2022 financial audit.

CARRIED

8.1 Budget 2024

C161-09-20-2023 MOVED by Deputy Mayor Dawna Martin that Council receive as information the draft operational budget presented in writing at this meeting by Administration.

CARRIED

8.2 Water Operator Annual Report 2023

C162-09-20-2023 MOVED by Councillor Kelly Burgess that Council receive as information the annual water operator report presented verbally at this meeting.

CARRIED

8.3 Audit 2024

C163-09-20-2023 MOVED by Mayor Arlen Johnston that Council receive as information the written report on audit estimates for the 2023 financial year and Council request estimates from at least three (3) alternate auditors.

CARRIED

8.4 CLOSED SESSION: Land & Real Estate, Legal and Employment

- **220 1st Street East (3 lots with service).**
- **105 & 109 Railway Avenue West.**
- **115 & 119 Railway Avenue West.**
- **Tax Arrears 621 Centre Street Auction Date: full arrears were paid Sept 19-2023, so this item was removed from the agenda.**

C164-09-20-2023 MOVED by Mayor Arlen Johnston

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 Employment*

Matters as per Freedom of Information and Protection of Privacy Act I, Part 1, Division 2, Section 17) at 8:32pm.

CARRIED

C165-09-20-2023 MOVED by Deputy Mayor Dawna Martin
That Council move out of closed session at 10:32pm.

CARRIED

C166-09-20-2023 MOVED by Councillor Kelly Burgess
That Council will accept an offer of \$7,000 non-refundable payment only for land known as the Lot 11-13 Block 1 and Plan 5043AV (220 1st Street East), with the completion of the purchase documents in the Village office and payment and closing documents due within 15 days and if not received the price is subject to change; no access to the site will be allowed until closing. The purchase is AS IS, WHERE IS, including all faults and limitations. Bank draft or e-transfer only.

CARRIED

C167-09-20-2023 MOVED by Deputy Mayor Dawna Martin
That Council will accept an offer of \$9,000 non-refundable payment only for land known as the Lot 27-28 & Lot 29-30 Block 20 and Plan 5043AV (105 & 109 Railway Avenue West), with the completion of the purchase documents in the Village office and payment and closing documents due within 15 days and if not received the price is subject to change; no access to the site will be allowed until closing. The purchase is AS IS, WHERE IS, including all faults and limitations. Bank draft or e-transfer only.

CARRIED

C168-09-20-2023 MOVED by Mayor Arlen Johnston
That Council will accept an offer of \$9,000 non-refundable payment only for land known as the Lot 31-32 & Lot 33-34 Block 20 and Plan 5043AV (115 & 119 Railway Avenue West), with the completion of the purchase documents in the Village office and payment and closing documents due within 15 days and if not received the price is subject to change; no access to the site will be allowed until closing. The purchase is AS IS, WHERE IS, including all faults and limitations. Bank draft or e-transfer only.

CARRIED

C169-09-20-2023 MOVED by Councillor Kelly Burgess
That Council will forward by email the letter of reprimand to the CAO on Sept 21st by noon. The CAO has 5 business days (by noon) to respond.

CARRIED

C170-09-20-2023 MOVED by Mayor Arlen Johnston
Council approves full time work for June and August 2023 as per CAO payroll 2023; Council directs the CAO to submit full contract hourly timecards as per the current employment agreement starting September 2023 to be submitted to the mayor and provide a shared calendar to all Council and administrative staff.

CARRIED

9. Next Regular Meeting Date - Wednesday, October 18th, 2023 @ 6:30 p.m.

10. Adjournment at 10:40 p.m.

Arlen Johnston

Mayor

Carrie Loose

Interim CAO