



**Regular Council Meeting
MINUTES**

Wednesday, November 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, November 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
Interim CAO Carrie Loose

2. Adoption of Agenda

C200-11-15-2023 MOVED by Mayor Arlen Johnston

That the Council meeting agenda for November 15th, 2023, be adopted as presented

CARRIED

3. Adoption of Minutes

C201-11-15-2023 MOVED by Mayor Arlen Johnston

That Council approve the October 16th, 2023, Special Council Meeting minutes as amended.

CARRIED

C202-11-15-2023 C155-09-20-2023 MOVED by Mayor Arlen Johnston

That Council approve the October 16th, 2023 Organizational Meeting minutes as amended.

CARRIED

C203-11-15-2023 C155-09-20-2023 MOVED by Mayor Arlen Johnston

That Council approve the October 16th, 2023 Regular Council Meeting minutes as presented.

CARRIED

C204-11-15-2023 C155-09-20-2023 MOVED by Mayor Arlen Johnston

That Council approve the November 6th, 2023 Special Council Meeting minutes as presented.

CARRIED

4. Delegations - None

5. Administration and Committee Reports

➤ **Committee Reports - None**

➤ **CAO and Public Works Report** by Carrie Loose, Interim CAO.

C205-11-15-2023 MOVED by Deputy Mayor Dawna Martin

That Council receive the CAO and Public Works Report as presented.

CARRIED

- **Financial Report** October 31st, 2023, Cheque Listings, Bank Reconciliation and Current Bank Balances on all accounts.

C206-11-15-2023 MOVED by Councillor Kelly Burgess
That Council accept the October 31st, 2023, financial report as presented.

CARRIED

6. Correspondence

C207-11-15-2023 MOVED by Councillor Kelly Burgess
That Council directs Administration to send a letter to the Friendship Center Committee thanking them for the community service and explaining FCSS guidelines and funds to be dispersed for 2023, as this specific request cannot be approved per those guidelines. CARRIED

C208-11-15-2023 MOVED by Mayor Arlen Johnston
That Council will approve a budget of \$1000.00 for the Empress 110 Anniversary Celebration Committee, as chaired by the Empress Historical Society, to be funded by the 2024 FCSS program. CARRIED

Agricultural Society letter of request – tabled to December meeting.

C209-11-15-2023 MOVED by Deputy Mayor Dawna Martin
That Council will approve the project of obtaining a back-up generator for the FireHall/Public Works Shop, in concept, however, Council seeks to confirm the size of the unit required and final price of the project. CARRIED

7. Old Business

C210-11-15-2023 MOVED by Mayor Arlen Johnston
That Council repeal the Dog Bylaw 2018-05 and give Bylaw 2023-02, being the 'Bylaw Regulating Dogs and Activities in Relation to Them' **second** reading with the following changes:
▪ All fees/costs/penalties in Schedule "A", "C" and "D" to be increased by 50%.
▪ The verbiage in Schedule "B" to be updated to reflect the new bylaw number.
▪ A section 45.(6) be added to the bylaw to explicitly note that all costs of enforcement will be billed to the offender. CARRIED

C211-11-15-2023 MOVED by Deputy Mayor Dawna Martin
That Council repeal the Dog Bylaw 2018-05 and give Bylaw 2023-02, being the 'Bylaw Regulating Dogs and Activities in Relation to Them' **third** reading with the following changes:
▪ All fees/costs/penalties in Schedule "A", "C" and "D" to be increased by 50%.
▪ The verbiage in Schedule "B" to be updated to reflect the new bylaw number.
▪ A section 45.(6) be added to the bylaw to explicitly note that all costs of enforcement will be billed to the offender. CARRIED UNANIMOUSLY

Contract with GVN Structures to complete renovations at the Empress Community Hall signed by Mayor Arlen Johnston and Interim CAO, Carrie Loose.

The Back-Up Pump proposal for the Pumphouse will be considered for future MSI project requests.

C212-11-15-2023 MOVED by Deputy Mayor Dawna Martin
That Council approve the Employee Rates of Pay Policy (2023-02), as amended. CARRIED

Discussion of 2024 Budget – tabled to December meeting.

8. New Business

C213-11-15-2023 MOVED by Mayor Arlen Johnston
That Council approve the Hours of Work Policy (2023-03), as amended. CARRIED

Council requests from Administration further information regarding scope of work for further discussion with Consultants.

Procedural Bylaw amendments – tabled to the December meeting.

C214-11-15-2023 MOVED by Councillor Kelly Burgess
That Council agrees to The Village entering into a renewal of the 1-year agreement with ATB Financial, to be signed by Carrie Loose, Interim CAO, acting as Principal on behalf of the corporation. CARRIED

C215-11-15-2023 MOVED by Deputy Mayor Dawna Martin
That Council move into closed session, per *Freedom of Information and Protection of Privacy Act I, Part 1, Division 2, Section 17* at 8:53pm. CARRIED

C216-11-15-2023 MOVED by Mayor Arlen Johnston
That Council move out of closed session at 9:36pm. CARRIED

C217-11-15-2023 MOVED by Mayor Arlen Johnston
That Council will accept an offer of \$5200 non-refundable payment only for land known as the Lot 15-16 Block 26 and Plan 5043AV (208 6th Avenue W), 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

C218-11-15-2023 MOVED by Councillor Kelly Burgess
That Council adjust the pay for Interim CAO, Carrie Loose, per the Employee Rates of Pay Policy, retroactive to October 4th, 2023 to be payable on the next pay period. CARRIED

9. Next Regular Meeting Date - Wednesday, December 20th, 2023 @ 6:30 p.m.

10. Adjournment at 9:38 p.m.

Arlen Johnston

Mayor

Angela Duncan

Angela Duncan, CAO