



REGULAR COUNCIL MEETING MINUTES

Wednesday, April 17, 2024 at 6:30 p.m.

Held in Council Chambers at #6-3rd Avenue W, Empress, AB

- PRESENT: Council: Mayor Arlen Johnston
Deputy Mayor Dawna Martin
Councillor Kelly Burgess
- Administration: Angela Duncan, Chief Administrative Officer (Via Zoom)
Carrie Loose, Assistant Chief Administrative Officer
Shelley Vaughan, Chief Financial Officer (Via Zoom until 8:19 p.m.)
- Absent: n/a
- Delegations: Alicia Laird and Tracy Noullett (Via Phone), MNP, Village of Empress Auditors (6:32 until 7:05 p.m.)

Kelsey Martin, Aggregates Manager, and Darcy Ferguson, Director of Finance, Special Areas Board (Via Zoom from 7:05 p.m. until 7:56 p.m.)
- Public at Large: 5

	MOTION #	
1.	CALL TO ORDER	Mayor Johnston called the meeting to order at 6:30 p.m.
2.	AGENDA 053-2024	MOVED by Mayor Johnston that the April 17, 2024 Agenda be adopted as presented. CARRIED
3.	MINUTES 054-2024	MOVED by Councillor Burgess that the March 19, 2024 Regular Council Meeting Minutes be approved as presented. CARRIED
4.	DELEGATIONS 055-2024	Alicia Laird and Tracy Noullett (Via Phone), MNP, Village of Empress Auditors (6:32 until 7:05 p.m.) MOVED by Deputy Mayor Martin that pursuant to section 197(2) of the Municipal Government Act, that Council go into a closed meeting session at 6:50 p.m. to discuss the 2023 Audited Financial Statements – advise from officials, FOIPP Act Section 24. CARRIED



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		<p>The meeting recessed from 6:50 to 6:51 p.m.</p> <p>The following individuals were present for the closed meeting session: Arlen Johnston Dawna Martin Kelly Burgess Angela Duncan (Via Zoom) Shelley Vaughan (Via Zoom) Alicia Laird Tracy Noullett (Via Phone)</p> <p>MOVED by Mayor Johnston that Council come out of closed meeting at 6:59 p.m. CARRIED</p> <p>The meeting recessed from 6:59 until 7:01 p.m.</p> <p>MOVED by Mayor Johnston that Council confirms that 2023 salaries and wages paid are accepted as is and no amendments or repayments will be made retroactively. CARRIED</p> <p>MOVED by Deputy Mayor Martin that the 2023 Village of Empress audited financial statements be approved as reviewed and presented by Alicia Laird and Tracy Noullett, MNP, Village of Empress Auditors. CARRIED</p> <p>Kelsey Martin, Aggregates Manager, and Darcy Ferguson, Director of Finance, Special Areas Board (Via Zoom from 7:05 p.m. until 7:56 p.m.)</p> <p>MOVED by Deputy Mayor Martin that the presentation and discussion with Kelsey Martin, Aggregates Manager, and Darcy Ferguson, Director of Finance, Special Areas Board, be accepted for information. CARRIED</p>
<p>5. REPORTS</p>		<p>Mayor Johnston reported on the following: Palliser Economic Partnership Big Country Waste Management Commission Municipal Funding Town Hall Incident Command System 300 Course</p> <p>Deputy Mayor Martin reported on the following: Palliser Economic Partnership</p>



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	<p>060-2024</p> <p>061-2024</p> <p>062-2024</p> <p>063-2024</p> <p>064-2024</p>	<p>Councillor Burgess reported on the following: Big Country Medical Dental Board Acadia Foundation Empress Library Board</p> <p>MOVED by Councillor Burgess that the Committee and Council reports, as verbally presented, be accepted, for information.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Martin that the financial report, as presented verbally and in writing, by Chief Financial Officer, Shelley Vaughan, be accepted for information.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Johnston that the public works report, as presented in writing, be accepted for information.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Johnston that the village install a tap off/curb stop for water and sewer at village-owned lot 625 1st Street W, at the same time that lot 10 6th Avenue is serviced, if servicing proceeds at lot 10 6th Avenue. FURTHER that the property owner of 10 6th Avenue be responsible for servicing costs associated with their lot and the village will fund the servicing costs for 625 1st street either through accumulated surplus or reserves.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Martin that the Chief Administrative Officer report, as presented, in writing and verbally, by Chief Administrative Officer, Angela Duncan, be accepted for information.</p> <p style="text-align: right;">CARRIED</p>
<p>6.</p>	<p>INFORMATION AND CORRESPONDANCE 065-2024</p>	<p>MOVED by Mayor Johnston that the following information and correspondence items be accepted for information:</p> <ul style="list-style-type: none"> a) April 3, 2024 email and announcement from Palliser Regional Municipal Services regarding safety Codes permitting and inspection services b) April 3, 2024 email from Alberta Municipalities President, Tyler Gandam, regarding independent local elections c) April 2, 2024 email from Palliser Economic Partnership regarding their April 18, 2024 Housing Innovation Workshop



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		<ul style="list-style-type: none"> d) March 18, 2024 email from Alberta Municipalities Chief Executive Officer, Dan Rude, regarding the MUNIX 2024 Annual General Meeting e) January 31, 2024 letter (email received March 20, 2024) from Alberta Public Safety and Emergency Services regarding our 2024 Police Funding Model invoice f) Letter from Municipal Affairs Minister, Ric McIver, regarding the Provincial Education Requisition Credit Program Extension g) March 15, 2024 letter from ATCO Energy Systems regarding Electrical Distribution System – 2023 Franchise Report h) March 18, 2024 letter from Municipal Affairs Minister, Ric McIver, regarding the Assessment Model Review i) Letter from Minister of Environment and Protected Areas, Rebecca Schulz, regarding water sharing negotiations and agreements j) Empress Library 2024 Budget k) Empress Library 2023 Statement of Receipts and Disbursements l) March 16, 2024 letter from ATCO regarding 2024 Franchise Fees <p style="text-align: right;">CARRIED</p>
7.	<p>OLD BUSINESS 066-2024</p>	<p>MOVED by Deputy Mayor Martin that the 2024 Operating and Capital Budget for the Village of Empress be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
8.	<p>NEW BUSINESS 067-2024</p> <p>068-2024</p> <p>069-2024</p>	<p>MOVED by Mayor Johnston that Bylaw 2024-02, a bylaw to authorize the several rates of taxation imposed for all purposes for the year 2024 for the Village of Empress, be given 1st reading as presented.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Martin that Bylaw 2024-02, a bylaw to authorize the several rates of taxation imposed for all purposes for the year 2024 for the Village of Empress, be given 2nd reading as presented.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Johnston that unanimous consent be given to consider 3rd reading of Bylaw 2024-02.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p>



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070-2024		<p>MOVED by Councillor Burgess that Bylaw 2024-02, a bylaw to authorize the several rates of taxation imposed for all purposes for the year 2024 for the Village of Empress, be given 3rd and final reading as presented.</p> <p style="text-align: right;">CARRIED</p>
071-2024		<p>MOVED by Mayor Johnston that the discussion regarding a servicing agreement between the Rural Municipality (RM) of Deerforks and the Village of Empress for houses located on the Saskatchewan side of the border be accepted for information, and that the following changes be requested from the RM of Deerforks:</p> <ul style="list-style-type: none">Increase the payment amount from \$2000 to \$2500;Add a 5-year review clause;Add an annual cost of living modifier. <p style="text-align: right;">CARRIED</p>
072-2024		<p>MOVED by Councillor Burgess that correspondence be sent to the Empress Friendship Center and the Empress Culture and Leisure Society requesting their Family and Community Support Services (FCSS) 2024 funding request and projects that they plan to use the funds for and that follow up be done with the Empress Library regarding their funding request and FURTHER that these requests be brought back to the June Council meeting.</p> <p style="text-align: right;">CARRIED</p>
073-2024		<p>MOVED by Mayor Johnston that a counteroffer of \$5500 be proposed for the purchase of lot 319-3rd Street West (Plan 5043AV, Block 30, Lots 13-15). FURTHER that, should the counteroffer be accepted, a non-refundable payment in the full amount plus GST and completion of purchase documents is required within 15 business days of the purchaser accepting the counteroffer. FURTHER that the purchase is AS IS, WHERE IS, including all faults and limitations and no access to the site will be allowed until closing. FURTHER, payment will be accepted by Bank Draft or E-transfer only. FURTHER, the purchaser is responsible to pay the equivalent of pro-rated municipal taxes for the 2024 taxation year.</p> <p style="text-align: right;">CARRIED</p>
074-2024		<p>MOVED by Councillor Burgess that the correspondence from the Prairie Post regarding their upcoming "Annual Report on South-Eastern Alberta" be accepted for information.</p> <p style="text-align: right;">CARRIED</p>



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	075-2024	MOVED by Deputy Mayor Martin that the Village of Empress enter into, and authorize execution of, an agreement with ATCO Electric for the provision of a new streetlight at 212 1st St E, at no capital cost to the Village and FURTHER that the village sign the lighting design waiver, provided by ATCO Electric, waiving the need for a fulsome streetlight study. CARRIED
	076-2024	MOVED by Councillor Burgess that a partnership be proposed to the Empress and District Historical Society for the purchase and display of a Memorial Plaque for Royal Canadian Air Force member Sergeant F.J.H Highmoor, a fallen soldier from the Village of Empress, from the Canadian Fallen Heroes Foundation. CARRIED
9.	CLOSED SESSION	The meeting recessed from 9:38 until 9:45 p.m.
	077-2024	MOVED by Deputy Mayor Martin that pursuant to section 197(2) of the Municipal Government Act, that Council go into a closed meeting session at 9:45 p.m. p.m. to discuss the following: Gravel Pit, Legal – privileged information, FOIPP Act Section 27; Land – disclosure harmful to economic and other interests of a public body, FOIPP Act Section 25; Lagoon – disclosure harmful to personal privacy, FOIPP Act Section 17 CARRIED
	078-2024	MOVED by Deputy Mayor Martin that Council come out of closed session at 10:43 p.m. CARRIED The meeting recessed from 10:43 until 10:44 p.m.
10.	NEXT MEETING	The next meeting is scheduled for May 15, 2024 at 6:30 p.m.
11.	ADJOURNMENT	As there was no further business, Mayor Johnston adjourned the meeting at 10:44 p.m.



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Arlen Johnston

Arlen Johnston, Mayor

Angela Duncan

Angela Duncan, Chief Administrative Officer