

The Regular Meeting of the Village of Mannville Council was held in the Council Chambers of the Mannville Village Office on Tuesday, February 18, 2025.

Present	Rex Smith	Mayor
	Jocelyne Lanovaz	Deputy Mayor
	Dan Lyster	Councillor
	Shantell Bielesch	Councillor
	Jim Jackson	Councillor
	Brooke Magosse	Interim Chief Administrative Officer

Call to Order Mayor Smith called the meeting to order at 6:00 p.m.

Agenda
2025.02.18/01 **MOTION** by Councillor Lyster that the agenda be approved with the following amendments:
Addition:
G6 – Ace Water Meter Discrepancy

CARRIED.

Delegations Wayne Nyback of Rural Bylaw entered the chambers at 5:30 p.m.

Barb McCarthy of JMD Group LLP entered the chambers at 5:45 p.m.

Barb McCarthy – JMD Group LLP – Presentation of the Audited 2024 Financial Statements Barb McCarthy, Auditor for JMD Group LLP presented Mayor and Council the audited 2024 Financial Statements as of December 31, 2024.

Departure Wayne Nyback exited the chambers at 6:19 p.m.

Closed Session Attendance	Rex Smith	Mayor
	Jocelyne Lanovaz	Deputy Mayor
	Shantelle Bielesch	Councillor
	Jim Jackson	Councillor
	Dan Lyster	Councillor
	Brooke Magosse	Interim Chief Administrative Officer
	Barb McCarthy	Auditor, JMD Group LLP

Entering Closed Session
2025.02.18/02 **MOTION** by Deputy Mayor Lanovaz to go into ‘Closed Session’ at 6:19 p.m. to discuss the Audit Finding Letter, pursuant to Section 17 & 19 of the *Freedom of Information and Protection of Privacy Act*.

CARRIED.

LS BM
CEO CAO

Opening Meeting **MOTION** by **Councillor Lyster** to return to ‘Open Meeting’ at 6:27 p.m.
 2025.02.18/03

Re-entry Wayne Nyback returned to the chamber at 6:28 p.m.

2025.02.18/04 **MOTION** by **Councillor Bielesch** that Council approve the Audited Financial Statements dated December 31, 2024, and the Audit Findings Report, as presented.

Departure Barb McCarthy exited the chambers at 6:31 p.m.

Delegations

Rural Bylaw Introduction – Wayne Nyback Wayne Nyback of Rural Bylaw provided the Mayor and Council with a brief introduction of Rural Bylaw and outlined the services that Rural Bylaw will be offering to the Village of Mannville.

Departure Wayne Nyback exited the chambers at 6:47 p.m.

Minutes: **Council reviewed the January 21, 2025 Regular Council Meeting minutes as presented.**

2025.02.18/05 **MOTION** by **Councillor Lyster** that Council approve the minutes of January 21, 2025 Council meeting as presented.

CARRIED.

Financial Statement: **Council reviewed the Monthly Bank Reconciliation as presented.**

2025.02.18/06 **MOTION** by **Deputy Mayor Lanovaz** that Council approve the Bank Reconciliation for the month ending December 31, 2024.

CARRIED.

Accounts: **Council reviewed the Accounts Payable listing as presented.**

2025.02.18/07 **MOTION** by **Councillor Bielesch** that Council approve Accounts Payable cheques #20241155 to #20241229, totaling \$170,923.01, for the month December 31, 2024 for information.

CARRIED.

MasterCard: **Council reviewed the Credit Union MasterCard Statement as presented.**

2025.02.18/08 **MOTION** by **Councillor Lyster** that Council approve the Credit Union MasterCard Statement dated December 31, 2024, totaling \$6,593.09 for information.

CARRIED.


 CEO CAO

Revenue/Expense Report:

Council reviewed the Revenue and Expense Report as presented.

2025.02.18/09

MOTION by Councillor Bielech that Council approve the Revenue and Expense Report for the period ending January 31, 2025.

CARRIED.

Bylaws/Policies

Council reviewed proposed Parks & Campground Bylaw 2025-878 and Parks & Campground Policy 7000-03.

2025-878 Parks & Campground Bylaw
2025.02.18/10

MOTION by Councillor Lyster that 2025-878 Parks & Campground Bylaw be tabled to the March 18, 2025, Regular Council Meeting.

CARRIED.

7000-03
Parks & Campground Policy
2025.02.18/11

MOTION by Deputy Mayor Lanovaz that Council table the Parks & Campground Policy 7000-03 to the March 18, 2025, Regular Council Meeting

CARRIED.

Business

Transfer to General Capital Reserves

Council reviewed a request to transfer \$125,000 from the 2024 Operating Surplus to General Capital Reserves.

2025.02.18/12

MOTION by Councillor Jackson that Council endorse a motion to transfer \$125,000 to General Capital Reserves from the 2024 Operating Surplus.

CARRIED.

CampSpot – Mannville Riverview Golf Course & RV Resort

Council reviewed a request to implement an online reservation system, through CampSpot, for the Mannville Riverview Golf Course & RV Resort.

2025.02.18/13

MOTION by Deputy Mayor Lanovaz that Council direct Administration to execute an agreement with CampSpot, for the implementation of an online reservation system, at the Mannville Riverview Golf Course & RV Resort.

CARRIED.

Municipal Signing Authorities – Administrative Representation

Council reviewed a request to amend the signing authorities for the Village of Mannville.

2025.02.18/14

MOTION by Councillor Lyster that Council rescind motion #2025.01.21/24.

CARRIED.

2025.02.18/15 **MOTION by Councillor Bielesch** that former CAO J. Hodel be removed as signing authority for the Village of Mannville. In accordance with Section 213(4) of the Municipal Government Act, the signing authorities for the Village of Mannville should be the Mayor or Deputy Mayor, along with the Interim Chief Administrative Officer, Assistant Chief Administrative Officer, or Finance Clerk. Additionally, Council direct Administration to send a letter to the Vermilion Credit Union notifying them of Ms. Hodel’s resignation and requesting an update of their records accordingly.

CARRIED.

Cost of Living Allowance (COLA) **Council reviewed a request for a Cost-of-Living Allowance (COLA) for Village of Mannville employees.**

2025.02.18/16 **MOTION by Councillor Bielesch** that Council approve a 2.4% Cost of Living Allowance (COLA) increase to all full-time permanent employees retroactive to January 2025.

CARRIED.

Joint Election Agreement – Board of Buffalo Trails Public School **Council reviewed a request for the Village of Mannville to enter into a Joint Election Agreement with the Board of Buffalo Trails Public School for the 2025 Election**

2025.02.18/17 **MOTION by Councillor Jackson** that Council direct Administration to inform the Board of Buffalo Trails Public Schools that the Village of Mannville is interested in establishing a Joint Election Agreement with the Board for the upcoming 2025 Election.

CARRIED.

Alberta East Central Water Corp. – Water Meter Discrepancy **Council reviewed a request regarding the Alberta Central East Water Corp. Water Meter Discrepancy.**

2025.02.18/18 **MOTION by Councillor Bielesch** that Council rescind motion #2025.01.21/25.

CARRIED.

2025.02.18/19 **MOTION by Councillor Lyster** that Council approve the overcharged sum of \$68,514.81 as proposed by Alberta Central East Water Corp. for the water meter discrepancy for the period of January 2024 to December 2024.

CARRIED.

Staff/Committee Reports:

PW Report **Public Works Foreman Jesse Keyes, provided a Public Works report.**


CEO CAO

2025.02.18/20 **MOTION by Councillor Jackson** that Council accept the Public Works report as information. **CARRIED.**

Fire Services Report **County Fire Chief, Mike Fundytus provided a Protective Services report.**

2025.02.18/21 **MOTION by Councillor Lyster** that Council accept the Protective Services report as information. **CARRIED.**

GC Report **Council reviewed the Golf Course reports as presented.**

2025.02.18/22 **MOTION by Councillor Bielesch** that Council accept the Golf Course reports as information. **CARRIED.**

Departure Dan Lyster exited the chambers at 7:51 p.m.

Re-entry Dan Lyster returned to the chambers at 7:52 p.m.

Councillor Reports

Councillor Bielesch Councillor Bielesch provided a Committee report on the following:

- February 6, 2025 – Mannville School Council

Councillor Jackson Councillor Jackson provided a Committee report on the following:

- January 17, 2025 – Mannville Seniors Centre Meeting
- January 31, 2025 – Mannville Seniors Centre Meeting
- February 10, 2025 – East Central 9-1-1

Councillor Lanovaz Councillor Lanovaz provided a Committee report on the following:

- January 22, 2025 – Crossroads Economic Development Alliance
- January 23, 2025 – North East Information HUB
- February 6, 2025 – MMI-FCSS
- February 11, 2025 – Mannville Library AGM
- February 13, 2025 – Emerging Trends Seminar

Councillor Lyster Councillor Lyster provided a Committee report on the following:
Attended no Meetings in this period

Mayor Smith Mayor Smith provided a Committee report for the following:

- February 12, 2025 – ACE Water Board
- February 13, 2025 – Emerging Trends Seminar



 CEO CAO

- 2025.02.18/23** **MOTION by Deputy Mayor Lanovaz to accept the Council Committee Reports as information.** **CARRIED.**
- CAO Report** **Interim CAO Magosse provided an Administration Report as presented.**
- 2025.02.18/24** **MOTION by Councillor Lyster to accept the Interim Chief Administrative Officer Report for February 2025 as information.** **CARRIED.**
- Correspondence:** **Council reviewed the Correspondence List for the period ending January 31, 2025.**
- 2025.02.18/25** **MOTION by Deputy Mayor Lanovaz that Council accept the Correspondence List as information.** **CARRIED.**
- Recess** Mayor Smith called for a recess at 8:09 p.m.
- Reconvene** Mayor Smith reconvened the meeting at 8:20 p.m.
- Closed Session Attendance**
- | | |
|--------------------|--------------------------------------|
| Rex Smith | Mayor |
| Jocelyne Lanovaz | Deputy Mayor |
| Shantelle Bielesch | Councillor |
| Jim Jackson | Councillor |
| Dan Lyster | Councillor |
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| Brooke Magosse | Interim Chief Administrative Officer |
- Entering Closed Session**
2025.02.18/26 **MOTION by Councillor Jackson to move into ‘Closed Session’ at 8:21 p.m. to discuss a Proposed Industrial Development and Personnel – Human Resources Matter pursuant to Sections 16 (1)(c)(i), 17, and 25 of the *Freedom of Information and Protection of Privacy Act*.** **CARRIED.**
- Opening Meeting**
2025.02.18/27 **MOTION by Deputy Mayor Lanovaz to return to ‘Open Meeting’ at 8:33 p.m.** **CARRIED.**
- Land – Proposed Industrial Development**
2025.02.18/28 **MOTION by Councillor Bielesch that Administration be directed to execute a Memorandum of Understanding with the interested developer. Furthermore, that Administration be directed to obtain information and additional details in order to prepare for future industrial development.** **CARRIED.**



 CEO CAO

Personnel – Human Resources Matter
2025.02.18/29

MOTION by **Deputy Mayor Lanovaz** that the Personnel – Human Resources Matter be received as information.

CARRIED.

Departure

Interim CAO Magosse exited the chambers at 8:36 p.m.

Closed Session Attendance

Rex Smith	Mayor
Jocelyne Lanovaz	Deputy Mayor
Shantelle Bielesch	Councillor
Jim Jackson	Councillor
Dan Lyster	Councillor

Entering Closed Session
2025.02.18/30

MOTION by **Councillor Bielesch** to move into ‘Closed Session’ at 8:37 p.m. to discuss Personnel – Chief Administrative Officer pursuant to Sections 17 and 19 of the *Freedom of Information and Protection of Privacy Act*.

CARRIED.

Opening Meeting
2025.02.18/31

MOTION by **Deputy Mayor Lanovaz** to return to ‘Open Meeting’ at 8:59 p.m.

CARRIED.

Adjournment

There being no further business to be brought before Council, Mayor Smith declared the meeting adjourned at 9:00 p.m.



Rex Smith, Mayor



Brooke Magosse, Interim
CAO