

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

Present	Rex Smith Jocelyne Lanovaz Dan Lyster Shantell Bielesch Jim Jackson Brooke Magosse	Mayor Deputy Mayor Councillor Councillor Councillor Interim Chief Administrative Officer
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Call to Order **Mayor Smith** called the meeting to order at 6:30 p.m.

Agenda
2025.03.18/01

MOTION by **Deputy Mayor Lanovaz** that the agenda be approved with the following amendments:
Revision:
Amend the 'Call to Order' time to read 6:30 p.m.

Addition:
G3 – RCD Assessor Contract Renewal

CARRIED.

Delegations Kathy Dmytriw of Crossroads Economic Development Alliance arrived at 6:15 p.m.

**Kathy Dmytriw –
CEDA**

Kathy Dmytriw of Crossroads Economic Development Alliance provided a summary of the Business Retention and Expansion study that was conducted for the region. Additionally, Ms. Dmytriw requested the Council's support in advancing and collaborating closely with the Village of Mannville's administrative staff to provide assistance with Development and Retention-related inquiries.

Departure Kathy Dmytriw exited the chambers at 6:50 p.m.

Delegations Sgt. Corey Buckingham of the Vermilion RCMP Detachment Arrived at 6:40 p.m.

**Sgt. Corey
Buckingham -
Vermilion RCMP
Detachment**

Sgt. Buckingham provided a statistical comparison of Criminal Code Offences in the area.

Departure Sgt. Corey Buckingham exited the chambers at 7:04 p.m.

 
CEO CAO

- Minutes:** Council reviewed the February 18, 2025 Regular Council Meeting minutes as presented.
- 2025.03.18/02 MOTION by Councillor Lyster that Council approve the minutes of February 18, 2025 Council meeting as presented. **CARRIED.**
- Financial Statement:** Council reviewed the Monthly Bank Reconciliation as presented.
- 2025.03.18/03 MOTION by Deputy Mayor Lanovaz that Council approve the Bank Reconciliation for the month ending January 31, 2025. **CARRIED.**
- Accounts:** Council reviewed the Accounts Payable listing as presented.
- 2025.03.18/04 MOTION by Councillor Bielesch that Council approve Accounts Payable cheques #2025001 to #20250025, and Direct Deposit Payment #1 to #49, totaling \$202,891.83, for the month January 31, 2025 for information. **CARRIED.**
- MasterCard:** Council reviewed the Credit Union MasterCard Statement as presented.
- 2025.03.18/05 MOTION by Deputy Mayor Lanovaz that Council approve the Credit Union MasterCard Statement dated January 31, 2025, totaling \$2,774.46 for information. **CARRIED.**
- Revenue/Expense Report:** Council reviewed the Revenue and Expense Report as presented.
- 2025.03.18/06 MOTION by Councillor Bielesch that Council approve the Revenue and Expense Report for the period ending February 28, 2025. **CARRIED.**
- Bylaws/Policies**
- Council reviewed proposed Parks & Campground Bylaw 2025-878.
- 2025.03.18/07 MOTION by Deputy Mayor Lanovaz that 2025-878 Parks & Campground Bylaw be approved as presented. Furthermore, 2025-878 Parks & Campground Bylaw received second reading this 18th day of March, 2025. **CARRIED.**
- 2025.03.18/08 MOTION by Councillor Jackson that 2025-878 Parks & Campground Bylaw received third and final reading this 18th day of March, 2025. **CARRIED.**

Council reviewed proposed Parks & Campground Policy 7000-03.

2025.03.18/09

MOTION by Councillor Bielesch that Council approve the Golf Course Manager Job Description Policy 1900-24 as amended.

CARRIED.

Council reviewed an amended Golf Course Manager Job Description Policy 1900-24.

2025.03.18/10

MOTION by Councillor Bielesch that Council approve the Parks & Campground Policy 7000-03 as amended.

CARRIED.

Business

2025 Joint Election Agreement – Buffalo Trail Public School

Council reviewed a request to enter into a Joint Elections Agreement with Buffalo Trail Public Schools for the upcoming 2025 Election.

2025.03.18/11

MOTION by Councillor Bielesch that Council endorse a motion to rescind motion #2025.02.18/17.

CARRIED.

2025.03.18/12

MOTION by Deputy Mayor Lanovaz that Council endorse a motion to respectfully decline entering into an agreement with the Board of Buffalo Trail Public Schools for the purpose of conducting the 2025 Election. Furthermore, that Administration be directed to forward a letter to the Board of Buffalo Trail Public Schools in this regard.

CARRIED.

Circular Materials – Master Service Agreement & Statement of Work

Council reviewed the Master Service Agreement and Statement of Work Agreement, provided by Circular Materials, for the recent Extended Producer Responsibility (EPR) Recycling Program.

2025.03.18/13

MOTION by Councillor Lyster that Council endorse a motion to approve the Master Service Agreement and Statement of Work Agreement, as presented by Circular Materials, in relation to the Extended Producer Responsibility (EPR) Recycling Program. Furthermore, that Council direct Administration to execute the Master Service Agreement and Statement of Work Agreement with Circular Materials.

CARRIED.

Assessor Contract Renewal – 2025-2028 Council reviewed a request to renew the assessment services contract with Wainwright Assessment Group Ltd for the period of April 1, 2025 to March 31, 2028.

2025.03.18/14 **MOTION by Councillor Jackson** that Council approve the proposal to renew the assessment services contract with Wainwright Assessment Group Ltd. for the period of April 1, 2025 to March 31, 2028.

CARRIED.

Staff/Committee

Reports:

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

2025.03.18/15 **MOTION by Councillor Lyster** that Council accept the Public Works report as information.

CARRIED.

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

2025.03.18/16 **MOTION by Councillor Jackson** that Council accept the Protective Services report as information.

CARRIED.

GC Report Council reviewed the Golf Course reports as presented.

2025.03.18/17 **MOTION by Councillor Lyster** that Council accept the Golf Course reports as information.

CARRIED.

Councillor Reports

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

- February 28, 2025 – Northern Lights Library System
- March 11, 2025 – Mannville Library Board

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

- February 21, 2025 – Mannville Senior's AGM
- March 13, 2025 – MD of Minburn

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

- February 20, 2025 – Mannville Chamber Meeting
- February 21, 2025 – NE Alberta HUB
- March 5-7, 2025 – AB Munis President's Summit & MLC

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

- March 5-7, 2025 – AB Munis President's Summit & MLC

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

- March 5-7, 2025 – AB Munis President's Summit & MLC
- February 20, 2025 – Personnel Committee Meeting – CAO Interviews
- February 26, 2025 – Personnel Committee Meeting – CAO Interviews
- March 18, 2025 – GC Manager Interviews

2025.03.18/ **MOTION by Councillor Bielesch** to accept the Council Committee Reports as information.

CARRIED.

CAO Report **Interim CAO Magosse provided an Administration Report as presented.**

2025.03.18/18 **MOTION by Deputy Mayor Lanovaz** to accept the Interim Chief Administrative Officer Report for March 2025 as information.

CARRIED.

Correspondence: **Council reviewed the Correspondence List for the period ending March 31, 2025.**

2025.03.18/19 **MOTION by Councillor Lyster** that Council accept the Correspondence List as information.

CARRIED.

Recess Mayor Smith called for a recess at 8:06 p.m.

Reconvene Mayor Smith reconvened the meeting at 8:20 p.m.

Departure Interim CAO Magosse exited the chambers at 8:21 p.m.

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

Absent	Brooke Magosse	Interim Chief Administrative Officer
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 CEO CAO

**Entering Closed
Session**
2025.03.18/20

MOTION by **Deputy Mayor Lanovaz** to move into 'Closed Session' at 8:22 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
2025.03.18/21

MOTION by **Councillor Lyster** to return to 'Open Meeting' at 8:26 p.m.

CARRIED.

Interim CAO Magosse returned to the chambers at 8:28 p.m.

2025.03.18/22

MOTION by **Councillor Bielesch** that Council endorse a motion to appoint Ms. Brooke Magosse as the Chief Administrative Officer for the Village of Mannville.

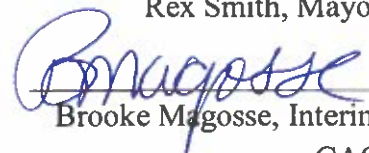
CARRIED.

Adjournment

There being no further business to be brought before Council, Mayor Smith declared the meeting adjourned at 8:30 p.m.



Rex Smith, Mayor



Brooke Magosse, Interim
CAO