



**Regular Council Meeting  
MINUTES**

Wednesday, March 22<sup>nd</sup>, 2023 @ 6:30 p.m.  
Council Chambers, Village Office  
#6 - 3<sup>rd</sup> 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, March 22<sup>nd</sup>, 2023.

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

**IN ATTENDANCE**

Mayor Arlen Johnston  
Deputy Mayor Dawna Martin  
Councillor Kelly Burgess  
Assistant CAO Carrie Loose  
Admin & Finance Tamara Ravenwood  
**Chief Administrative Officer** Christiaan Liebenberg

**2. Adoption of Agenda**

C035-03-22-2023 MOVED by Deputy Mayor Dawna Martin  
That the Council meeting agenda for March 22<sup>nd</sup>, 2023, be adopted as presented and printed. CARRIED

**3. Adoption of Minutes**

C036-03-22-2023 MOVED by Mayor Arlen Johnston  
That Council approve the February 15<sup>th</sup>, 2022, Regular Council Meeting minutes as presented in writing, with corrections Motion 8.1 Campgrounds payments: to include all electronic card payments. CARRIED

**4. Delegations**

None

**5. Administration and Committee Reports**

➤ **Committee Reports VERBAL**

- ✓ Mayor
- ✓ Deputy Mayor
- ✓ Councillor

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

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

C037-03-22-2023 MOVED by Councillor Kelly Burgess  
That Council receive as information all verbal and written reports presented here. CARRIED

- **Financial Report** February 28<sup>th</sup>, 2023, Cheque Listings and Revenue/Expense Statement YTD, by the Chief Administrative Officer.

C038-03-22-2023 MOVED by Councillor Kelly Burgess  
That Council receive, accept, and approve the financial report presented here. CARRIED

## 6. Correspondence

C039-03-22-2023 MOVED by Mayor Arlen Johnston  
That Council receive and accept as information all correspondence items presented here. CARRIED

## 7. Old Business

C040-03-22-2023 MOVED by Councillor Kelly Burgess  
That Council approve the suggested corrections (fee schedule, fires, and animals) to the new campground signage. CARRIED

## 8. New Business

### **8.1 Budget 2023 (Operational)**

C041-03-22-2023 MOVED by Deputy Mayor Dawna Martin that Council receive as information the operational budget for 2023 presented here in writing by the Chief Administrative Officer and Council meet March 29<sup>th</sup> for Regular Council at 5pm (2023 Budget only). CARRIED

### **8.2 Municipal Services Bylaw 2023-01**

C042-03-22-2023 MOVED by Mayor Arlen Johnston  
That Council table DRAFT Bylaw 2023-01 until the April Regular Council meeting when all corrections on fees are made. CARRIED

### **8.3 DOG Bylaw 2018-05 (to be Responsible Pet Ownership Bylaw 2023-04)**

**(To be renamed, renumbered with following corrections: \$15 for dog tag, impound daily fee \$50/\$75 at 3<sup>rd</sup> reading in April)**

C043-03-22-2023 MOVED by Mayor Arlen Johnston  
THAT Council gives first reading to Dog Bylaw 2018-05. CARRIED

C044-03-22-2023 MOVED by Councillor Kelly Burgess  
THAT Council gives second reading to Dog Bylaw 2018-05. CARRIED

### **8.4 Pantry**

No action – resolved prior to meeting.

### **8.5 CLOSED SESSION (Land & Real Estate: Lot 47 Block 2 Plan 910147)**

C045-03-22-2023 MOVED by Deputy Mayor Dawna Martin  
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 Employee Matters as per Freedom of Information and Protection of Privacy Act I, Part 1, Division 2, Section 17*) at 9:54pm. CARRIED

C046-03-22-2023 MOVED by Councillor Kelly Burgess  
That Council move out of closed session at 10:56pm. CARRIED

C047-03-22-2023 MOVED by Mayor Arlen Johnston

That Council will only accept a \$15,000 non-refundable deposit, and the balance is due in 60 days from date of the deposit; no access to the site will be allowed until closing. The purchase is AS IS, WHERE IS, including all faults and limitations.

CARRIED

**9. Next Meeting Date - Wednesday, April 19<sup>th</sup>, 2023 @ 6:30 p.m.**

**10. Adjournment at 10:57pm.**

*Arlen Johnston*

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Mayor

*Christiaan Liebenberg*

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**Chief Administrative Officer**