



REGULAR COUNCIL MEETING MINUTES

Wednesday, November 20, 2024 at 6:30 p.m.

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

PRESENT: Council: Mayor Dawna Martin
Deputy Mayor Kelly Burgess
Councillor Clint Steinley

Administration: Angela Duncan, Chief Administrative Officer (Via Zoom)
Carrie Loose, Assistant Chief Administrative Officer
Shelley Vaughan, Chief Financial Officer (via Zoom until 7:23 p.m.)

Absent:

Delegations:

Public at Large: 10

	MOTION #	
1.	CALL TO ORDER	Mayor Martin called the meeting to order at 6:30 p.m.
2.	AGENDA 246-2024	MOVED by Mayor Martin that the November 20 th , 2024 Regular Meeting Agenda be adopted as presented. CARRIED
3.	MINUTES 247-2024 248-2024 249-2024	MOVED by Deputy Mayor Burgess that October 16 th , 2024 Organizational Council Meeting Minutes be approved as presented. CARRIED MOVED by Councillor Steinley that the October 16 th , 2024 Regular Council Meeting Minutes be approved as presented. CARRIED MOVED by Councillor Steinley that the October 29 th , 2024 Special Council Meeting Minutes be approved as presented. CARRIED
4.	DELEGATIONS	
5.	REPORTS	Mayor Martin reported on the following: • Council Land Use Bylaw Workshop • Cross Border Network Podcast



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		• Mayor Martin thanked Minister Nate Horner for his assistance in securing additional AMWWP Funding for the Empress Water Reservoir Replacement Project. Deputy Mayor Burgess reported on the following: • Council Land Use Bylaw Workshop • Oyen Health Foundation • Big Country Medical Dental Board • Acadia Foundation Councillor Steinley reported on the following: • Council Land Use Bylaw Workshop
	250-2024	MOVED by Mayor Martin that the Committee and Council reports, as verbally presented, be accepted for information. CARRIED
	251-2024	MOVED by Councillor Burgess that the financial report, as presented in writing and verbally by Chief Financial Officer Shelley Vaughan, be accepted for information. CARRIED
	252-2024	MOVED by Mayor Martin that the public works report, as presented in writing, be accepted for information. CARRIED
	253-2024	MOVED by Deputy Mayor Burgess that the Chief Administrative Officer and Administrative Services Contract with Wildwillow Enterprises be extended until January 31, 2025. CARRIED
	254-2024	MOVED by Mayor Martin that CAO Angela Duncan be approved to physically hand over her files to the new CAO and that any costs associated with the handover, including travel costs and time, be approved. CARRIED
	255-2024	MOVED by Councillor Steinley that the Chief Administrative Officer report, as presented, in writing and verbally, by Chief Administrative Officer, Angela Duncan, be accepted for information. CARRIED



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	256-2024	MOVED by Deputy Mayor Burgess that the Development Officer's Report, as presented in writing, be accepted for information. CARRIED
	257-2024	MOVED by Mayor Martin that the November 13, 2024 Oyen RCMP Detachment Community Policing Report be accepted for information. CARRIED
6.	INFORMATION AND CORRESPONDANCE 258-2024	MOVED by Deputy Mayor Burgess that the following information and correspondence items be accepted for information: a) October 15, 2024 Letter from ATCO Electric: 2024 Franchise Fee b) October 25, 2024 Email from Minister of Municipal Affairs, Ric McIver: 2026 Local Government Fiscal Framework Capital Allocations c) October 22, 2024 Alberta Municipalities Casual Legal Article: Share Wisely d) October 21, 2024 Email from Municipal Affairs: Municipal Affairs Statutes Amendment Act, 2024 Proclamation e) October 22, 2024 Alberta Municipalities Article: New Local Election Rules Introduced f) October 31, 2024 Email from Alberta Municipalities President, Tyler Gandam: Provide your input on the 2024 Outstanding Resolutions g) October 29, 2024 Email from Alberta Municipalities President, Tyler Gandam: Fall 2024 Alberta Interim Police Advisory Board Communique h) Municipal Affairs Comparison of 2025 Equalized Assessment to 2024 Equalized Assessment i) October 31, 2024 Email from Environment and Protected Areas: Water Availability Engagement j) October 28, 2024 Email from Alberta Municipalities President, Tyler Gandam: Share the impact of provincial decisions on property taxpayers CARRIED



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7.	OLD BUSINESS 259-2024	MOVED by Councillor Steinley that electrical upgrades be approved for the Uptown Campground, as per option 1 in the quote provided to Council, and FURTHER that the upgrades be funded through the Empress Recreation CCBF Grant. CARRIED
	260-2024	MOVED by Mayor Martin that the discussion regarding the approved change of scope and additional funding received for the Water Reservoir Replacement Project, from the Honourable Minister of Transportation, Devin Dreesen, be accepted for information and FURTHER that the letter from Minister Dreesen be posted to the Village website. CARRIED
	261-2024	MOVED by Councillor Burgess that Policy 24-01, Councillor Remuneration and Expense Policy, be approved as amended and further that Policy 11-01, Councillor Expense Policy, be rescinded. CARRIED
	262-2024	MOVED by Councillor Steinley that Bylaw 2024-04, being a Records Retention and Disposition Bylaw, be given third and final reading as presented. CARRIED
8.	NEW BUSINESS 263-2024	MOVED by Mayor Martin that the Village of Empress provide notice to the Local Authorities Pension Plan of our intention to withdraw from the plan, effective as soon as possible and FURTHER that administration bring options for a new retirement savings plan and policy to replace the Pension Participation Policy 12-10 to a future meeting. CARRIED
	264-2024	MOVED by Deputy Mayor Burgess that the Empress Library continues to submit a budget to Council by December 1 of each year. CARRIED
	265-2024	MOVED by Deputy Mayor Burgess that the request for funding from the Oyen and District Food Bank be posted on the Village website and Facebook page. CARRIED



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	266-2024	MOVED by Councillor Steinley that the discussion regarding the draft 2025 operating and capital budget be accepted for information and further that the budget be brought back to a future meeting. CARRIED
	267-2024	MOVED by Mayor Martin that the Village of Empress Administration Office be closed on December 24 through 26, 2024 for Christmas Holidays and further that the December 25, 2024 garbage collection be moved to Friday December 27, 2024. CARRIED
	268-2024	MOVED by Mayor Martin that a decision on the Empress Library's request for a reduced copying rate be postponed until the December Meeting. CARRIED
9.	CLOSED SESSION	The meeting recessed from 8:28 p.m. until 8:36 p.m.
	269-2024	MOVED by Mayor Martin, pursuant to section 197(2) of the Municipal Government Act, that Council go into a closed meeting session at 8:36 p.m. to discuss the following: ATB Agency Agreement– Disclosure harmful to business interests of a third party, FOIPP Act Section 16; Purchase Offers – Disclosure harmful to economic and other interests of a public body, FOIPP Act Section 25; CAO Evaluation – Confidential Evaluations, FOIPP Act Section 19. CARRIED <u>Present in Closed Session:</u> Mayor Martin Deputy Mayor Burgess Councillor Steinley CAO Duncan Assistant CAO Loose
	270-2024	MOVED by Mayor Martin that Council come out of closed session at 9:45 p.m. CARRIED The meeting recessed from 9:45 until 9:46 p.m.
	271-2024	MOVED by Mayor Martin that all land sales be paused for up to three months until the Village develops a land sale strategy. CARRIED



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10.	NEXT MEETING	The next meeting is scheduled for December 18, 2024 at 6:30 p.m.
11.	ADJOURNMENT	As there was no further business, Mayor Martin adjourned the meeting at 9:47 p.m.

Dawna Martin, Mayor

Angela Duncan, Chief Administrative Officer