



REGULAR COUNCIL MEETING MINUTES

Wednesday, December 18, 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
Tracy Woitenko, Land Use Bylaw Consultant, Palliser
Regional Municipal Services (PRMS) (Via Zoom from
7:15 p.m. until 8:44 p.m.)

Absent:

Delegations:

Public at Large: 5

	MOTION #	
1.	CALL TO ORDER	Mayor Martin called the meeting to order at 6:30 p.m. Mayor Martin made a statement that interruptions from the gallery would not be allowed and that there would be a question period at the end of the meeting.
2.	AGENDA 272-2024	MOVED by Mayor Martin that the December 18 th , 2024 Regular Meeting Agenda be adopted with the following amendment: • Add: 7.c) 2024 FCSS Funding. CARRIED
3.	MINUTES 273-2024	MOVED by Councillor Steinley that November 20 th , 2024 Regular Council Meeting Minutes be approved as presented. CARRIED
4.	DELEGATIONS	
5.	REPORTS	Mayor Martin reported on the following: • Palliser Economic Partnership meeting Deputy Mayor Burgess reported on the following: • Marigold Library Board meeting • Acadia Foundation meeting • Oyen & District Health Foundation



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		Councillor Steinley reported on the following: • Palliser Regional Municipal Services AGM • Big Country Waste Management Commission meeting • Oyen & District Health Foundation meeting
	274-2024	MOVED by Mayor Martin that the Committee and Council reports, as verbally presented, be accepted for information. CARRIED
	275-2024	MOVED by Councillor Burgess that the financial report, as presented in writing, be accepted for information. CARRIED
	276-2024	MOVED by Mayor Martin that the public works report, as presented in writing, be accepted for information. CARRIED
	277-2024	MOVED by Deputy Mayor Burgess that the Chief Administrative Officer report, as presented, in writing and verbally, by Chief Administrative Officer, Angela Duncan, be accepted for information. CARRIED
	278-2024	MOVED by Councillor Steinley that the Empress Fire Department Report, as presented in writing, be accepted for information. CARRIED
6.	INFORMATION AND CORRESPONDANCE 279-2024	MOVED by Mayor Martin that the following information and correspondence items be accepted for information: a) November 15, 2024 letter from ATCO Electric: 2024 Franchise Fee b) November 28, 2024 letter from Denette Leask, Alberta Transportation and Economic Corridors: Alberta Municipal Water/Wastewater Partnership c) November 28, 2024 email from Marigold Library System: Marigold Library System – Notes to Council d) November 29, 2024 email from Alberta Environment & Protected Areas: Water Availability Engagement – NEW Southern AB in-person open house e) December 2, 2024 email from the Town of Vermillion: Jan. 22 Mental Health & Wellness Symposium in Vermillion



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		f) December 3, 2024 email from Alberta Municipalities: Opportunity to Serve on the AMSC Board g) Village of Empress Snow Removal Policy 32-02 h) December 4, 2024 Alberta Municipalities article: New Police Governance Regulations Unveiled i) Municipal Affairs Statutes Amendment Act, 2024 Fact Sheet j) December 6, 2024 email from Public Services and Emergency Services Alberta: Invitation to information on changes to policing legislation k) December 12 email from Municipal Affairs: Meeting request with Minister McIver – ABmunis Spring Leaders Caucus 2025. CARRIED
7.	OLD BUSINESS	
	280-2024	MOVED by Deputy Mayor Burgess that the Village of Empress charge the library a reduced rate of 15 cents per copy for their bi-monthly newsletter with the expectation that the library supply the paper and that the village is able to include content in the newsletter upon the village's request. CARRIED
	281-2024	MOVED by Mayor Martin that the Village of Empress administration office be closed to the public, starting at noon on January 29, 2024 to facilitate the closure of the Alberta Treasury Branch (ATB) Agency. CARRIED
	282-2024	MOVED by Councillor Burgess that the \$1471.62 FCSS funds previously allocated to the Village of Empress Volunteer Christmas Party be reallocated as follows: • Empress Library - \$600 • Empress Culture & Leisure Society - \$600 • Empress Friendship Center - \$271.62 CARRIED
8.	NEW BUSINESS	
	283-2024	The meeting recessed from 8:12 p.m. until 8:13 p.m. MOVED by Mayor Martin, pursuant to section 197(2) of the Municipal Government Act, that Council go into a closed meeting session at 8:13 p.m. to discuss the following: Empress Land Use Bylaw– Disclosure harmful to economic and other interests of a public body, FOIPP Act Section 25(c)(i). CARRIED



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		<u>Present in Closed Session:</u> Mayor Martin Deputy Mayor Burgess Councillor Steinley CAO Duncan (via Zoom) PRMS Land Use Bylaw Consultant, Tracy Woitenko (via Zoom)
284-2024		MOVED by Mayor Martin that Council come out of closed session at 8:41 p.m. CARRIED The meeting recessed from 8:41 until 8:43 p.m.
285-2024		MOVED by Deputy Mayor Burgess that the Land Use Bylaw "What We Heard Report" and the Responses to the "What We Heard Report" be accepted for information; FURTHER that administration make changes to the draft Land Use Bylaw as discussed; FURTHER that the bylaw be brought to the January Council Meeting. CARRIED
286-2024		MOVED by Mayor Martin that Carrie Loose be appointed Returning Officer for the 2025 Empress Municipal Election. CARRIED
287-2024		MOVED by Councillor Steinley that the Data Sharing Agreement with Elections Alberta for the preparation of a permanent elector register, as required by the Municipal Affairs Statutes Amendment Act, 2024 be approved and its' execution authorized. CARRIED
288-2024		MOVED by Councillor Steinley that the Returning Officer and CAO be authorized to receive the electors data from Elections Alberta as per Part 16 of the Data Sharing Agreement with Elections Alberta. CARRIED
289-2024		MOVED by Councillor Steinley that Palliser Regional Municipal Services be authorized to provide Spatial Data to Elections Alberta on behalf of the Village of Empress, as per the Data Sharing Agreement. CARRIED
290-2024		MOVED by Mayor Martin that an Interim 2025 Operating Budget be passed at ½ the 2024 Approved Operating and Capital Budget, and that this Interim 2025 Operating Budget cease to have any force and effect once the 2025 Operating and Capital Budget is approved. CARRIED



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	291-2024	MOVED by Deputy Mayor Burgess that the discussion regarding the Canada Post Strike – Utilities be accepted for information. CARRIED
9.	CLOSED SESSION	
	292-2024	MOVED by Mayor Martin, pursuant to section 197(2) of the Municipal Government Act, that Council go into a closed meeting session at 9:08 p.m. to discuss the following: CAO Position– Disclosure harmful to personal privacy, FOIPP Act Section 17(4)(f). CARRIED
		<u>Present in Closed Session:</u> Mayor Martin Deputy Mayor Burgess Councillor Steinley CAO Duncan (via Zoom) Assistant CAO Loose
	293-2024	MOVED by Mayor Martin that Council come out of closed session at 9:40 p.m. CARRIED
		The meeting recessed from 9:40 until 9:41 p.m.
	294-2024	MOVED by Deputy Mayor Burgess that Mayor Martin make an offer on the CAO position as discussed. CARRIED
10.	NEXT MEETING	The next meeting is scheduled for January 15, 2025 at 6:30 p.m.
11.	ADJOURNMENT	As there was no further business, Mayor Martin adjourned the meeting at 9:42 p.m.


Dawna Martin, Mayor


Angela Duncan, Chief Administrative Officer