



AGENDA

Regular Council Meeting held in Council Chambers at #6, 3rd Ave. W, Empress, AB
On

Wednesday December 17, 2025, at 6:30 p.m.

1. **Call to Order:**

2. **Adoption of Agenda:** December 17, 2025, Regular Council Meeting Agenda
(approve the agenda as is or with amendments)

3. **Adoption of Minutes:**
 - a) November 26, 2025, Regular Council Meeting.
(approve minutes as presented or with amendments)

 - b) December 10, 2025, Special Council Meeting
(approve minutes as presented or with amendments)

4. **Delegations:** a) Laura Munro Community Hall request

5. **Reports:**
 - a) Committee and Council Reports
 - i. Mayor Martin
 - ii. Deputy Mayor Robson
 - iii. Councillor Kennedy*(that the committee and Council reports, as verbally presented, be accepted for information)*

 - b) Financial Report
 - i. Cheque Listing
 - ii. Account Balance
 - iii. Revenue and Expense Report*(that the financial report be accepted for information.)*

 - c) Public Work's Report
(that the public works report be accepted for information.)

 - d) Chief Administrative Officer's Report
(that the CAO report be accepted for information.)



AGENDA

Regular Council Meeting held in Council Chambers at #6, 3rd Ave. W, Empress, AB

On

Wednesday December 17, 2025, at 6:30 p.m.

6. **Information and Correspondence:**

- a) Atco Franchise fee 2025

7. **Old Business:** a) Bylaw review matrix Action or task List

8. **New Business:**

A) **Records Disposition**

Bylaw 2024-04 Record Retention and Disposition Bylaw, authorizes administration to dispose of certain types of records after a period of time, as determined in the Bylaw. As per the bylaw, all records that are disposed of must be recorded on a list and the list brought to Council for information. The list is then permanently kept with the signed copy of the minutes. In your agenda package is a small list of records that have been disposed of.

Option 1 *(that the list of records that were disposed of on December 10 , 2025 be accepted for information.)*

Option 2 *(some other direction as provided by Council at meeting time.)*

B) **Council Meeting Times**

Administration has been asked to bring forward a proposed new Council meeting times, we have been presented with a 10:00 am start on the same days that were presented in the council Calander. The approved calendar is also there for your review.



AGENDA

Regular Council Meeting held in Council Chambers at #6, 3rd Ave. W, Empress, AB

On

Wednesday December 17, 2025, at 6:30 p.m.

Option 1 *(that the Council adopted the new council meetings start time as presented.)*

Option 2 *(some other direction as provided by Council at meeting time.)*

9. **Closed Meeting Session:**

10. **Next meeting:** January 21, 2026

11. **Adjournment:**