



REGULAR COUNCIL MEETING

Wednesday, February 18, 2026 at 10:00 am

Held at the Village of Empress Council Chambers, #6 3rd Ave, Empress

PRESENT: Council: Mayor Dawna Martin
 Deputy Mayor Kasmira Robson
 Councillor Amber Kennedy

Administration: Jerry Gautreau, CAO
 Carrie Loose, Assistant CAO
 Carol Dawson, Municipal Clerk

Gallery 7

	MOTION #	
1.	CALL TO ORDER	Mayor Dawna Martin called the Council Meeting to order at 10:00 am.
2.	ADOPT AGENDA 026-2026	<p>MOVED by Mayor Dawna Martin that the agenda be adopted as amended with the following additions:</p> <ul style="list-style-type: none"> a) E-mail Correspondence from Bruce Johnson b) Correspondence from Rosemary Prinz for Library Board c) Fire Chief Budget Change Request 2025 Report. d) Two emails from Vivian Moseley e) Personnel Issue to go into closed Session ATA Section 20. <p style="text-align: right;">CARRIED</p>
3.	<p>ADOPT MINUTES 027-2026</p> <p>028-2026</p> <p>029-2026</p>	<ul style="list-style-type: none"> a) MOVED by Deputy Mayor Kasmira Robson to adopt the minutes of the January 21, 2026 Regular Council Meeting with amendments. <p style="text-align: right;">CARRIED</p> b) Moved by Councillor Amber Kennedy to adopt the minutes of the January 28, 2026 Special Council Meeting with amendments. <p style="text-align: right;">CARRIED</p> c) MOVED by Mayor Dawna Martin to adopt the minutes of the February 4, 2026 Special Council Meeting as presented. <p style="text-align: right;">CARRIED</p>



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4.	DELEGATIONS	None
5.	REPORTS 030-2026 031-2026 032-2026 033-2026	<p>MOVED by Deputy Mayor Kasmira Robson that the Committee and Council Reports, as verbally presented, be accepted for information.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Dawna Martin that the Financial Report be accepted for information.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councilor Amber Kennedy that the Public Works Report be accepted for information.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Dawna Martin that the CAO Report be accepted for information.</p> <p style="text-align: right;">CARRIED</p>
6.	INFORMATION AND CORRESPONDENCE ATCO Franchise Fee 034-2026 Peter Fidler Campground	<p>a) Atco Franchise fee 2025</p> <p>MOVED by Mayor Dawna Martin to enter into Agreement with Atco Franchise. Recorded Vote to Enter into Agreement with Atco Franchise: Mayor Martin Yes Deputy Mayor Robson Yes Councilor Kennedy Yes</p> <p style="text-align: right;">CARRIED</p> <p>b) Letter from Minister Williams c) Marigold Library Board Update d) PSES Alberta Police Funding Model e) CPP Community Leadership Invitation f) Peter Fidler Campground Poster by Vivian Mosely</p> <p>MOVED by Mayor Dawna Martin to direct the CAO and Vivian Mosely to prepare a poster to advertise</p>



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	<p>035-2026</p> <p>Video Presentation for Council Meetings 036-2026</p> <p>Bruce Johnson 037-2026</p> <p>Library Board Member 038-2026</p> <p>Fire Department Statistic Report 039-2026</p>	<p>the Campground with consideration for budget and placement of the posters. Recorded Vote: Mayor Martin Yes Deputy Mayor Robson Yes Councilor Kennedy Yes CARRIED</p> <p>g) Software Solutions for Recording Council Meetings MOVED by Mayor Dawna Martin to direct Administration to bring more options to next Council Meeting. CARRIED</p> <p>h) Bruce Johnson Email MOVED by Mayor Dawna Martin to bring pertinent information to the March or April Regular Council Meeting. CARRIED</p> <p>MOVED by Councilor Amber Kennedy to appoint Tracey Kornelson and Sarah Kroft to the Empress Library Board for a term expiring February 18, 2029. CARRIED</p> <p>i) Fire Department Statistic Report MOVED by Councilor Amber Kennedy to accept the report as presented. CARRIED</p>
<p>7.</p>	<p>OLD BUSINESS</p> <p>Village Website 040-2026</p>	<p>A) Bylaw review matrix <i>Action or task List</i> B) Website proposal Presentation by Rosemary C) Examining the Village of Empress Website Ted Bullock D) Website Proposal by Matais Robson</p> <p>Recorded Vote for Village Website Design Proposals Deputy Mayor Kasmira Robson recused herself from discussion to avoid personal conflict. MOVED by Councilor Amber Kennedy to move the Website Proposal options back to Administration with a</p>



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	<p>Village Office IT</p> <p>040-2026</p> <p>041-2026</p> <p>E-Scribe</p> <p>042-2026</p> <p>043-2026</p> <p>Correspondence and Complaints Policy</p>	<p>budget of \$5000 for the year, for review in 3 months.</p> <p>CARRIED</p> <p>E) Modtech (Motion to Lift From the Table) Council tabled this decision until February 18, 2026, and both parties are comfortable with the transition. Costs are outlined in the agenda package.</p> <p>Option 1 <i>(that Council approve Modtech as the Village of Empress new IT provider.)</i></p> <p>Option 2 <i>(some other direction as provided by Council at meeting time.)</i></p> <p>MOVED BY Mayor Dawna Martin to Lift Modtech from the table.</p> <p>CARRIED</p> <p>MOVED by Mayor Dawna Martin to keep Special Areas as Village of Empress IT Solutions.</p> <p>CARRIED</p> <p>F) E -Scribe (Motion to Lift From the Table) Council Tabled this until February 18, 2026, Meeting Date</p> <p>Option 1 <i>(that Council approve the yearly membership with E Scribe.)</i></p> <p>Option 2 <i>(some other direction as provided by Council at meeting time.)</i></p> <p>MOVED BY Deputy Mayor Kasmira Robson to Lift E-Scribe from the table.</p> <p>CARRIED</p> <p>MOVED by Mayor Dawna Martin to direct administration to look further into sources and options with pricing for Recording and Transcribing Council Meetings.</p> <p>CARRIED</p> <p>G) CORRESPONDENCE and COMPLAINTS POLICY</p>
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	<p>044-2026</p>	<p>Option 1 <i>(that the Council adopt the policy as presented. And authorize administration to format it to align with the Village of Empress policy standards.</i></p> <p>Option 2 <i>(some other direction as provided by Council at meeting time.)</i></p> <p>MOTION by Mayor Dawna Martin to make policy visible to Public and to post on bulletin boards, Village website and Facebook..</p> <p style="text-align: right;">CARRIED</p>
<p>8.</p>	<p>NEW BUSINESS</p>	<p>A) Appointment of Rob Palmer as the Village of Empress Safety Codes Officer.</p> <p>The Village of Empress had an agreement with Special Areas in 2010 to be the designated Safety Codes Officer, allowing them to act on the Villages behalf to conduct Safety Code Violations and either make recommendations or fine the offender. This agreement was part of a regional collaboration that has been ended for a unknow time. Administration is asking that Council pass a motion to appoint Mr. Palmer as the villages Safety Codes Officer this appointment shall be infect for 5 years of the day of appointment however will be reviewed with the Special Areas Fire Chief on a yearly basis.</p> <p>Option 1 <i>(that the Council appoint and or Designate the fire Chief from Special Areas as their Safety Codes Officer.)</i></p> <p>Option 2 <i>(some other direction as provided by Council at meeting time.)</i></p> <p>Tabled to Old Business to discuss at next Regular Council Meeting</p> <p>B) Fire Quality Management Plan.</p> <p>Village of Empress will need to adopt a Fire Quality Plan to help guild the safety codes officer with their mandate. This plan is the same plan as they use</p>



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9.	<p>CLOSED SESSION 048-2026</p> <p>049-2026</p> <p>Facebook Post</p> <p>050-2026</p> <p>Lies and Misinformation 051-2026</p>	<p>MOVED by Mayor Dawna Martin that Council move into Closed Session at 11:25 am. CARRIED</p> <p>MOVED by Mayor Dawna Martin that Council move out of Closed Session at 12:16 pm. CARRIED</p> <p>a) Facebook Post of Village of Empress Facebook Page.</p> <p>MOVED by Mayor Dawna Martin for Councilor Amber Kennedy to revise posting to reflect the posting was her direction and opinion.</p> <p>Recorded Vote: Mayor Dawna Martin: Yes Deputy Mayor Kasmira Robson: Yes Councilor Amber Kennedy: No</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Dawna Martin that Council will be addressing lies and misinformation concerning Village Council and staff. Letter will be posted and to be announced once majority vote is reached by Council.</p> <p>Recorded Vote: Mayor Dawna Martin: Yes Deputy Mayor Kasmira Robson: Yes Councilor Amber Kennedy: Yes</p> <p style="text-align: right;">CARRIED</p>
10.	NEXT MEETING	Regular Council Meeting March 11, 2026 10:00 a.m.
11.	ADJOURNMENT	Meeting was adjourned at 12:25 p.m.



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Dawna Martin, Mayor

Jerry Gautreau, CAO (Acting CAO)