



## AGENDA

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

Wednesday February 18, 2026, at 10:00 a.m.

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1. **Call to Order:**

2. **Adoption of Agenda:** February 18, 2026, Regular Council Meeting Agenda

*(approve the agenda as is or with amendments)*

3. **Adoption of Minutes:**

- a) January 21, 2026, Regular Council Meeting.
- b) January 28, 2026, Special Council Meeting.
- c) February 4, 2026 Special Council Meeting.

*(approve minutes as presented or with amendments)*

4. **Delegations:** a)

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.)*



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6. **Information and Correspondence:**

- a) Atco Franchise fee 2025
- b) Letter from Minister Williams
- c) Marigold Library Board Update
- d) PSES Alberta Police Funding Model
- e) CPP Community Leadership Invitation

7. **Old Business:** A) Bylaw review matrix Action or task List  
B) Website proposal Presentation by Rosemary  
C) Examining the Village of Empress Website Ted Bullock  
D) Website Proposal by Matias Robson

**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.

Option 1 *(that Council approve Modtech as the Village of Empress new IT provider.*

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

**F) E -Scribe (Motion to Lift From the Table)**

Council Tabled this until February 18, 2026, Meeting Date

Option 1 *(that Council approve the yearly membership with E Scribe.*

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

**G) Council Policy Management of unreasonable conduct by members of the public**

A member of council has asked to bring forward a council policy for council's review. This request was granted by council on December 17, 2025, and to be debated on January 21, 2026. It was then moved to a special council meeting to be reviewed and debated. Council reviewed and revised the policy for today's debate.



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Option 1 *(that the Council adopt the policy as presented. And authorize administration to format it to align with the Village of Empress policy standards.*

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

### 8. **New Business:**

#### A) **Appointment of Rob Palmer as the Village of Empress Safety Codes Officer.**

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.

Option 1 *(that the Council appoint and or Designate the fire Chief from Special Areas as their Safety Codes Officer.)*

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

#### B) **Fire Quality Management Plan.**

The 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 in Youngstown and has been given to us to use as our document so that the safety codes officer is using the same language within the document.



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Option 1 *(that the Council approve the QMP as presented and authorize the Mayor and CAO to sign the QMP and return it to the safety codes officer.)*

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

### C) FCSS Funding Requests

Option 1 *(that Council approve the FCSS Funding Request as presented..)*

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

### D) PAY GRID

Option 1 *(that Council approve the Pay Grid as presented.)*

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

### 9. Closed Session:

11:25 am

10. Next meeting: March 11, 2026, at 10:00 am

### 11. Adjournment: