



AGENDA

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

On

Wednesday March 11, 2026, at 10:00 a.m.

1. **Call to Order:**

2. **Adoption of Agenda:** March 11, 2026, Regular Council Meeting Agenda

(approve the agenda as is or with amendments)

3. **Adoption of Minutes:**

a) February 18, 2026, Regular Council Meeting.

(approve minutes as presented or with amendments)

4. **Delegations:** a) Municipal Viability Advisor Alberta Municipal Affairs. (11:30)

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 Statement
- b) MNP Audit service plan
- c) Alberta Budget Overview

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

B) E -Scribe Diligent Community or some other recording of meeting's program.

Option 1 *(that Council approve one of the suggest programs and make a budget adjustment to allow for such a program.*

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

C) 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 on February 18 2026 Council then asked for the policy to be posted on the Facebook page along with posting it on the Villages website, Then to bring it back to the March 11 2026 Meeting for discussion and debate.

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.)*



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D) Lies and Misinformation.

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.

Recorded Vote:

Mayor Dawna Martin: Yes

Deputy Mayor Kassie Robson: Yes

Councilor Amber Kennedy: Yes

Option 1 *(that the Council draft a letter of response to the Lies and Misinformation with a timeline outlined for more clarification.*

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

8. New Business:

A) **Bruce Johnson Email**

MOVED by Mayor Dawna Martin to bring pertinent information to the March or April Regular Council Meeting.

I am sending this to you in hopes that the Empress Cemetery will eventually be discussed the Village of Empress Council, to address important issues. This is a summation of my recommendations/requests, most of which were in my [Nov. 2025 Cemetery Report](#).

Cemetery Registers: I strongly recommend that both of the required registers be brought up-to-date and kept so, especially because it is required by law.

1. Register respecting interment rights: Who owns a plot, name & address, with record of transfers of ownership.

2. Register of interments: Who is in a plot: name, gender, date of death, location (plot designation), date of interment, date of birth (if known). This Register also contains details any disinterment.

Both Registers are supposed to be made available to the public.



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See [excerpt from the Saskatchewan Cemeteries Regulations](#).

Protecting Graves:

1. I recommend that no vehicle or mower of any kind be allowed to drive over monuments, grave covers, or foot stones.
2. I recommend that those mowing in the cemetery do not move any grave marker of any kind, not even temporarily.

Spring Work Bee:

I request that the Village give me as much advanced notice as possible for when they plan to do their spring mow, so a Spring Work Bee can be organized to occur the weekend right after. The Work Bee will trim around the graves, **saving the Village time & money**.

Empress Cemetery Bylaw: Regarding changing it to a Policy.

The purpose of changing it to a policy is so then that policy can be changed at any time by Administration without the Council getting involved. I think that is a bad idea and that the Council should **maintain oversight** of the Empress Cemetery for two reasons:

1. Administration has historically ignored the Empress Cemetery, not even keeping any records for the past 5 years. They are already not doing what they are supposed to do, so why let them have more control?
2. The cemetery is in Saskatchewan, not Alberta. That has always led to confusion.

Empress Cemetery Bylaw: Part 5(2) needs to be corrected. It currently requires a burial permit that is issued specifically by the Province of Alberta. That is not only not necessary, but is in fact irrelevant because the cemetery is in Saskatchewan. In reality, as far as the owner of a cemetery is concerned, what matters is that there is a valid burial permit. Burial permits are usually issued by the registrar where the death occurred, and they are valid anywhere.

Empress Cemetery Bylaw: Part 6 (1) should be eliminated. It requires a permit & fee for installing a headstone, marker, or monument. It serves absolutely no purpose at all, and cannot be justified because the Village:

1. Does not install monuments,
2. Does no maintenance on monuments,
3. Does not accept any responsibility for monuments, and
4. Does not keep **any** record of monuments!

Administration is not clear on what Council is asking for. The Village of Empress does not have a Cemetery committee and therefore some of the request can put the Village at risk.

Option 1 *(that the Council direct administration with clear direction on what they are seeking.*



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Option 2
time.)

(some other direction as provided by Council at meeting

9. **Closed Session:**

10. **Next meeting:** April 15, 2026, at 10:00 am

11. **Adjournment:**