



AGENDA

Regular Council Meeting held in Council Chambers at #6, 3rd Ave. W, Empress, AB
On
Wednesday April 15, 2026, at 10:00 a.m.

1. **Call to Order:**

2. **Adoption of Agenda:** April 15, 2026, Regular Council Meeting Agenda
(approve the agenda as is or with amendments)

3. **Adoption of Minutes:**
 - a) March 11, 2026, Regular Council Meeting.
(approve minutes as presented or with amendments)

4. **Delegations:** a) MNP Year End Audit Jerica Filanti

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.)

6. **Information and Correspondence:**
 - a) Atco Franchise Fee Statement and report
 - b) Telling Your Story
 - c) Viability Review Support Group Letter
 - d) Policing cost sharing



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

B) **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. At the March 11 2026 Meeting Council asked this to be Tabled as the Councillor whom brought this policy forward was absent, as well as the mayor asked before this was tabled to look at a policy that is called Standards of professional Conduct Policy this policy looks to be written in Aug 15 2013 how ever it is no where to be found in the minutes or any other documentation all though administration has looked at this documentation and this policy looks to comply with all the current laws within Canada and the Province of Alberta Administration cannot validate if this policy is in effect. Administration has attached the policy to councils' package for review and consideration, if council would like to add this policy to the village of Empress we would ask that council allows administration to format the policy and bring it back for ratification at the next council meeting.

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*

8. **New Business:**

A) Financial Audit Report from MNP

Annual financial statements 276(1) Each municipality must prepare annual financial statements of the municipality for the immediately preceding year



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in accordance with (a) Canadian generally accepted accounting principles for municipal governments, which are the standards approved by the Public Sector Accounting Board included in the CPA Canada Public Sector Accounting Handbook, and (b) any modification of the principles or any supplementary accounting standards or principles established by the Minister by regulation.

281(1) The auditor for the municipality must report to the council on the annual financial statements and financial information return of the municipality. (2) The reports on the annual financial statements and financial information return must be in accordance with (a) Canadian generally accepted accounting principles for municipal governments, which are the standards approved by the Public Sector Accounting Board included in the CPA Canada Public Sector Accounting Handbook, and RSA 2000 Section 283 MUNICIPAL GOVERNMENT ACT Chapter M-26 176 (b) any modifications of the principles referred to in clause (a) or any supplementary principles established by the Minister by regulation. (3) The auditor must separately report to the council any improper or unauthorized transaction or non-compliance with this or another enactment or a bylaw that is noted during the course of an audit. (4) The council or the Minister may require any further examination and report from the auditor. RSA 2000 cM-26 s281;2014 cC-10.2 s181;2022 c16 s9(59)

MNP will provide council with their findings of the audit, the auditor will ask council if they would like to go in to closed session to discuss anything that they may have concern with.

Option 1 *that the Audited financials be approved as presented.*

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

B) Village of Empress 2026 Tax Rate Bylaw

As follow-up to the approved budget, attached is the required 2026 Tax Rate Bylaw which sets the various rates of taxation for the 2026 year, to be approved by Council.

Option 1 *(that Bylaw 2026-01, a bylaw to authorize the several rates of taxation imposed for all purposes for the year 2026 for the Village of Empress be given 1st reading (as presented or amended).)*

(give 2nd reading to Bylaw 2026-01 (as is or as amended))



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(give unanimous consent to consider 3rd reading of Bylaw 2026-01 (as is or as amended).)

(give 3rd and final reading Bylaw 2026-01 (as is or as amended).)

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

C) Cemetery Policy / Bylaw

Council asked Administration to bring the Cemetery Bylaw and Policy to the April 15, 2026, Council meeting so that they can review these documents. They are in your package for review.

Option 1 *(that the Council direct administration to revise the bylaw and bring it back to council at a future council meeting.)*

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

D) Purchase An Asphalt Seal Spray System

To seek Council approval for the purchase of an asphalt seal coat spray system to support roadway maintenance and the protection of the Village's airport runway infrastructure.

2. Background

The Village of Empress is responsible for maintaining both municipal roads and the local airport runway. The Village already owns crack sealing equipment; however, crack sealing alone does not protect asphalt from further deterioration. Seal coating is required to protect surfaces, prevent water infiltration, and extend asset life.

Option 1 (THAT Council approve the purchase of one (1) PAS70G Marathon Seal Coat Spray System and materials in the amount of \$11,052.30 (including GST);

AND THAT funds be allocated from the 2026 Public Works or Infrastructure budget;

AND FURTHER THAT the equipment be used for municipal roads and the airport runway.



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

9. **Closed Session:**

10. **Next meeting:** May 20, 2026, at 10:00 am

11. **Adjournment:**