



REGULAR COUNCIL MEETING

Wednesday, June 17, 2026 at 10:00 am

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

PRESENT: Council: Mayor Dawna Martin
Councillor Amber Kennedy

Administration: Carrie Loose, Assistant CAO
Tamara Ravenwood, Municipal Clerk

Gallery: 12

	MOTION #	
1.	CALL TO ORDER	Mayor Dawna Martin called the Council Meeting to order at 10:02 am.
2.	ADOPT AGENDA 097-2026	MOVED by Mayor Dawna Martin that the agenda be adopted as amended, with the addition of: ▪ New Business item I) Library Board, ▪ New Business item J) resignation of Kasmira Robson, ▪ In Camera item 9.b) per MGA Sec.197 and ATIA Sec.20, 28 (personnel privacy). CARRIED
3.	ADOPT MINUTES 098-2026	MOVED by Councillor Amber Kennedy to adopt the minutes of the May 20, 2026 Regular Council Meeting, with the amendment to the heading on motion 089-2026 from "Highway Signs" to "Highway Cameras". CARRIED
4.	DELEGATIONS	None
5.	REPORTS 099-2026	MOVED by Mayor Dawna Martin that the Committee and Council Reports, as verbally presented, be accepted for information. CARRIED



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	100-2026	MOVED by Councillor Amber Kennedy that the Financial Report be accepted for information. CARRIED
	101-2026	MOVED by Mayor Dawna Martin that the Public Works Report be accepted for information. CARRIED
	102-2026	MOVED by Mayor Dawna Martin that the CAO Report be accepted for information. CARRIED
7.	OLD BUSINESS Cemetery Bylaw 103-2026	MOVED by Mayor Dawna Martin that the matter of the Cemetery Bylaw and Policy be tabled to the next regular meeting. CARRIED
	Advertising Bylaw 104-2026	MOVED by Mayor Dawna Martin that Advertising Bylaw 2026-03 be given 2 nd reading. CARRIED
	105-2026	MOVED by Councillor Amber Kennedy that Advertising Bylaw 2026-03 be given 3 rd and final reading, and Advertising Bylaw 2018-2 be rescinded. CARRIED
8.	NEW BUSINESS Historical Society July 1st Celebration 106-2026	MOVED by Councillor Amber Kennedy that Council approve funding in the amount of \$700 to the Empress & District Historical Society for the July 1, 2026 Canada Day Community BBQ and authorize Administration to reallocate \$700 from the Village Tax Day FCSS BBQ budget allocation to support the project. CARRIED



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Infrastructure Audit Proposal 107-2026	MOVED by Mayor Dawna Martin that Council award RFP No. 2026-01 - Infrastructure Audit Services to WSP Canada Inc., in the amount of \$137,780 plus applicable taxes, and authorize Administration to finalize and execute the necessary agreement. CARRIED
Employee Accommodation Policy 108-2026	MOVED by Mayor Dawna Martin that the matter of the Employee Accommodation Policy be tabled to the next regular meeting. CARRIED
Site-Specific Exemption MPC Recommendation 109-2026	MOVED by Mayor Dawna Martin that the matter of the Site-Specific Exemption MPC Recommendation be tabled to the regular council meeting after the next Organizational Meeting, following the by-election. CARRIED
Water Well Service 110-2026	MOVED by Councillor Amber Kennedy that Council approve the payment to McAllister Drilling Inc., in the amount of \$9844.80 incl GST, to be made from the general operating account. CARRIED
IT Contract 111-2026	MOVED by Mayor Dawna Martin to continue the IT contract agreement to the end of December, 2026. CARRIED
Tax Arrears Auction 112-2026	MOVED by Mayor Dawna Martin that Council approve the terms and conditions of the auction, including the requirement for payment in full on the day of the auction, tentatively scheduled for 8 September 2026; and that the reserve bid for Roll #19010 (Plan 5043AV Block 19 Lots 1-2) be set at \$5090 and the reserve bid for Roll #19030 (Plan 5043AB Block 19 Lots 3-5) be set at \$7350. CARRIED



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	113-2026	MOVED by Councillor Amber Kennedy that any tax recovery costs for Roll #19010 and Roll #19030 be added to the tax ledgers. CARRIED
	Library Finances 114-2026	MOVED by Mayor Dawna Martin that Council directs Administration to discover any previous motion regarding sharing payroll services with the Library staff to support rescinding the letter of intent to discontinue that service to them. CARRIED
	Resignation of Councillor 115-2026	MOVED by Mayor Dawna Martin that Council accepts the resignation of Deputy Mayor Kasmira Robson, effective immediately. CARRIED
	116-2026	MOVED by Councillor Amber Kennedy that Council directs Administration to remove Kasmira Robson from signing authority for the Village accounts at the ATB and to report to Council the earliest possible date for a by-election. CARRIED
9.	CLOSED SESSION	The gallery was dismissed at 10:30 am. The Council moved into closed session, per MGA Sec.197(2) and ATIA Secs.17,19,20,28,32. at 11:00 am. The Council moved out of closed session at 11:34 am.
	117-2026	MOVED by Mayor Dawna Martin that Council approves that the Village of Empress enter into the Utility Right of Way Agreement with the owners of Plan 5043AV Block 2 Lots 1-10, and Plan 0910147 Block 2 Lot 48, and forward the documentation to Land Titles. CARRIED



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118-2026	MOVED by Councillor Amber Kennedy that Council approves that the Village of Empress enter into the new Aggregate Purchasing Agreement 2026 with Vortrax Construction Ltd. CARRIED
119-2026	MOVED by Mayor Dawna Martin that the Notice of Intention to Terminate Employment be delivered to Jerry Gautreau on 17 June 2026. CARRIED
120-2026	MOVED by Mayor Dawna Martin that: 1. The resolution for the appointment and employment of the Chief Administrative Officer, Gerald Gautreau, with the Village of Empress be terminated effective June 22, 2026 with cause for the reasons discussed in closed session of Council, pursuant to section 29 of the <i>Access to Information Act</i>. 2. The Chief Administrative Officer, Gerald Gautreau, be immediately put on a leave of absence with pay. 3. The Mayor, Dawna Martin, be authorized and directed to sign the attached Notice on behalf of Council and the Mayor or her delegate be authorized to deliver the Notice to the Chief Administrative Officer, Gerald Gautreau. 4. The Mayor or her delegate be authorized to engage the services of legal representatives and other agents to assist in all matters covered in the Resolution and related to the employment of the Chief Administrative Officer, Gerald Gautreau. CARRIED
121-2026	MOVED by Councillor Amber Kennedy that Council affirms that Jerry Gautreau be placed on a leave of absence with pay until 22 June 2026. CARRIED

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	122-2026	MOVED by Mayor Dawna Martin that Carrie Loose be appointed as Interim CAO for the Village of Empress, effective 17 June 2026, and shall assume all the responsibilities and duties of that role until alternate arrangements are made by Council. CARRIED
	123-2026	MOVED by Councillor Amber Kennedy that Council directs Administration to remove Jerry Gautreau from signing authority for the Village accounts at the ATB. CARRIED
	124-2026	MOVED by Mayor Dawna Martin that Council appoints Amber Kennedy to the Municipal Planning Commission to maintain two council representatives on the committee following the resignation of the previous member. CARRIED
	125-2026	MOVED by Mayor Dawna Martin that a Special Council Meeting will occur on 23 June 2026 at 10:00 am to address matters of employment, the Viability review and signing authority for the Village. CARRIED
10.	NEXT MEETING	Regular Council Meeting August 12th, 2026 at 10:00 a.m.
11.	ADJOURNMENT	Meeting was adjourned at 11:52 am.


Dawna Martin, Mayor


Carrie Loose, Interim CAO