



**VILLAGE OF DONALDA**  
**Regular Meeting of the Council**  
**Tuesday, August 19, 2025**  
**7:00pm**  
**Council Chambers**  
**5001 Main Street, Donalda**  
**MINUTES**

The Regular Meeting of Donalda Village Council was held at 7:00 pm Tuesday, August 19, 2025, at the Village Complex in Council Chambers.

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Mayor: Shaleah Fox  
Deputy Mayor: Phil Menecola  
Councillor: Vacant  
Staff: CAO Melanie Veale

**CALL TO ORDER**

Mayor Fox called the meeting to order at 7:00 pm.

**1. AGENDA**

**1.1. Additions and Amendments**

MOVED by P. Menecola to accept the agenda as presented

**CARRIED (129-25)**

**2. PREVIOUS MINUTES**

**2.1. Regular Meeting of Council July 15, 2025**

MOVED by P. Menecola to accept the previous regular meeting of council minutes be approved as presented.

**CARRIED (130-25)**

**3. DELEGATIONS**

N/A

**4. BUSINESS ARISING FROM PREVIOUS MEETINGS**

**4.1. Strategic Planning Session – Open House**

MOVED by P. Menecola to accept the update as presented.

**CARRIED (131-25)**

**5. VILLAGE BUSINESS**

**5.1. Policy Review – Payroll Advances (New)**

MOVED by P. Menecola to POSTPONE Motion to allow time to study the proposal being discussed.

*In the spirit of Truth and Reconciliation, the Village of Donalda acknowledges that we gather, live, and work on Treaty 6 lands, the customary and traditional lands of the Indigenous Peoples of this territory.*

**CARRIED (132-25)**

5.2. Policy Review – Green Burials Donalda Cemetery (New)

MOVED by P. Menecola to POSTPONE Motion to allow time to study the proposal being discussed.

**CARRIED (133-25)**

5.3. Policy Review – Handi Van (New)

MOVED by P. Menecola to POSTPONE Motion to allow time to study the proposal being discussed.

**CARRIED (134-25)**

5.4. Employee and Council Benefits

MOVED by P. Menecola to POSTPONE Motion to allow time to study the proposal being discussed.

**CARRIED (135-25)**

5.5. Financial Reports

- 5.5.1. Operating Budget Period Ending July 31, 2025
- 5.5.2. Balance Sheet Period Ending July 31, 2025
- 5.5.3. Cheque Register Period July 31, 2025
- 5.5.4. Bank Reconciliation Period Ending July 31, 2025

MOVED by P. Menecola to accept the financial reports as presented.

**CARRIED (136-25)**

6. **INFORMATIONAL ITEMS & CORRESPONDENCE**

- 6.1. Alberta Municipal Affairs – Viability Review
- 6.2. Alberta Municipal Affairs – Canada Community Building Fund Allocation for 2025-26
- 6.3. Alberta Environment and Protected Areas – Donalda Waterworks System Inspection Report
- 6.4. Royal Canadian Mounted Police – Letter from the Commanding Officer Alberta
- 6.5. HHG Radio Introduction and Information
- 6.6. Alberta Counsel Grant Opportunities
  - 6.6.1. Grant Opportunities August 16-23, 2025
  - 6.6.2. Grant Opportunities August 24-31, 2025
  - 6.6.3. Grant Opportunities September 8-14, 2025
  - 6.6.4. Alberta Restorative Justice Grant Briefing Paper

MOVED by P. Menecola to accept the informational items and correspondence as provided.

**CARRIED (137-25)**

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7. **COMMITTEE AND STAFF REPORTS**

- 7.1. Mayor
- 7.2. Deputy Mayor
- 7.3. Chief Administrative Officer
- 7.4. Public Works Department

MOVED by P. Menecola to accept the committee and staff reports as presented.

**CARRIED (138-25)**

8. **GALLERY**

9. **CLOSED MEETING OF COUNCIL**

- 9.1. FOIPP Section 17: Harassment Matters

MOVED by P. Menecola that council move to closed session at 8:18 pm to discuss the Harassment Matters

**CARRIED (139-25)**

MOVED by P. Menecola that council return to open meeting at 8:48 pm.

**CARRIED (140-25)**

8:48 pm – meeting recessed to allow return of public.

8:49 pm – meeting resumed with public present.

MOVED by P. Menecola that Administration reach out to Legal for clarification of Defamation of Character and Harassment and any instruction for action going forward.

**CARRIED (141-25)**

MOVED by P. Menecola that Administration review FOIPP as well as the village's policy and procedures regarding Harassment.

**CARRIED (142-25)**

10. **NEXT MEETINGS**

- 10.1. September 16, 2025

11. **ADJOURNMENT**

MOVED by S. Fox to adjourn the meeting at 8:51 pm.

**CARRIED (143-25)**

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Chief Elected Official

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Chief Administrative Officer

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