



VILLAGE OF DONALDA
Regular Meeting of the Council
Tuesday, January 20, 2026
7:00pm
Council Chambers
5001 Main Street, Donalda
MINUTES

The Regular Meeting of Donalda Village Council was held at 7:00 pm Tuesday, January 20, 2026, at the Village Complex in Council Chambers.

Councillor: Shaleah Fox
Councillor: Phil Menecola
Councillor: Tanya Metcalfe
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 T. Metcalfe THAT Council add Items 9.1 and 9.2 to the Closed Meeting agenda of Council, at the request of P. Menecola, pursuant to section 197(2) of the Municipal Government Act, as the matters contain confidential and privacy-sensitive information.

CARRIED (2026-01)

2. PREVIOUS MINUTES

2.1. Regular Meeting of Council December 23, 2025

Mayor S. Fox noted that under Item 5.8, the motion should read “MOVED by T. Metcalfe that Council direct Administration to obtain and present additional sale pricing information from alternative sources, including comparable market listings, auction values, or other disposal options, for Council’s consideration at a future meeting.”

Mayor S.Fox noted that under Item 9.2, Carried Motion 206-25 be removed from the minutes in its entirety.

“Council considered a motion to amend the December 23, 2025 minutes to correct administrative errors and ensure the record accurately reflects Council’s decisions. Council will now consider the motion.”

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.

MOVED by P. Menecola that the minutes of the December 23, 2025 Regular Meeting minutes be approved as amended.

CARRIED (2026-02)

3. **DELEGATIONS**

3.1. *Administration confirms that no delegation requests were received prior to the agenda deadline.*

4. **BUSINESS ARISING FROM PREVIOUS MEETINGS**

4.1. Tax Recovery Property Auction

MOVED by P. Menecola that Council confirm February 4, 2026 as the date of the tax recovery property auction for Property A, and further direct Administration to proceed with the sale in accordance with legislation and previously approved Council direction.

CARRIED (2026-03)

5. **VILLAGE BUSINESS**

5.1. Purchase of Laptop Computers for Council Use

MOVED by P. Menecola that Council approve the purchase of three business-class laptop computers for Council use, to support efficient governance, reduce paper consumption, safeguard the confidentiality of Council information, and support succession and continuity of municipal operations; and further direct that the laptops remain the property of the Village of Donalda and be managed in accordance with municipal information-technology, security, and records-management policies, with Administration authorized to proceed with procurement in accordance with approved Balanced Tier authority.

CARRIED (2026-04)

5.2. Viability Review Support Group Participation

MOVED by P. Menecola that Council approve the Village of Donalda's participation in the Viability Review Support Group (VRSG) as part of the municipal viability review process, and designate Councillor T. Metcalfe, with S.Fox as alternate representative and the Chief Administrative Officer as the Village's representatives, with authority to appoint alternates as required, in accordance with the VRSG Participation Framework.

CARRIED (2026-05)

5.3. Open Public Budget Workshop

MOVED by P. Menecola that Council approve the holding of an open public budget workshop to review the 2026 Operating Budget and 2026 Capital Budget, and direct Administration to schedule for Saturday

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February 28, 2026, from 10:00 am to 12:00 pm at The Donalda Coulee Friendship Club (alternate Donalda School Gym), and further advertise and facilitate the workshop, with the understanding that no formal decisions will be made at the workshop.

CARRIED (2026-06)

5.4. ABmunis 2026 Spring Municipal Leaders Caucus – Council Attendance

MOVED by T. Metcalfe that all members of Council participate in the ABmunis 2026 Spring Municipal Leaders’ Caucus. Attendance will support the municipality’s advocacy efforts, enhance awareness of provincial policy directions, and provide valuable opportunities for engagement with provincial decision-makers and municipal peers.

CARRIED (2026-07)

5.5. Financial Reports

- Operating Budget Period Ending November 30, 2025
- Cheque Register Period November 30, 2025
- Bank Reconciliation Period Ending November 30, 2025

MOVED by P. Menecola that Council approve the Village of Donalda Financial Statements for the period ending December 31, 2025, as presented.

CARRIED (2026-08)

6. **INFORMATIONAL ITEMS & CORRESPONDENCE**

6.1. Alberta Municipalities Newsletter

MOVED by P. Menecola that Council accept the informational items and correspondence as information.

CARRIED (2026-09)

7. **COMMITTEE AND STAFF REPORTS**

- 7.1. Mayor
- 7.2. Deputy Mayor
- 7.3. Councillor
- 7.4. Chief Administrative Officer

MOVED by T. Metcalfe that council accept the Committee and Staff Reports as presented.

CARRIED (2026-10)

8. **GALLERY**

8.1. Public Input: Members of the gallery raised the following points for Council’s information:

- A concern was expressed regarding the skating rink located by the school, noting that the rink does not have benches or shelter, and that the ice has not been maintained.

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- A member of the public stated that during past budget open houses, Administration was not in attendance, and that only Council and members of the public were present, allowing community members the opportunity to speak directly with elected officials.

Council received the comments for information. No decisions were made.

9. CLOSED MEETING OF COUNCIL

The following items will be considered in Closed Session in accordance with section 197 of the Municipal Government Act and applicable access to information and privacy legislation.

9.1. Payroll Advance Request (Protection of Privacy Act)

9.2. County of Stettler Housing Authority (Access to Information Act)

MOVED by P. Menecola that Council move in camera at 8:18 p.m. pursuant to section 197 of the Municipal Government Act, the Access to Information Act, and the Protection of Privacy Act, to receive and discuss:

- Item 9.1. Payroll Advance Request involving personal and privacy-sensitive information, subject to the Protection of Privacy Act; and
- Item 9.2 Confidential information relating to the County of Stettler Housing Authority, subject to the Access to Information Act.

CARRIED (2026-11)

MOVED by T. Metcalfe that Council return to open session at 8:49 p.m.

CARRIED (2026-12)

Council reconvened in Open Session and passed motions arising from the Closed Session discussion.

Matters Arising from Closed Session

Item 9.1 – Payroll Advance Request

MOVED by T. Metcalfe that Council approve the payroll advance request discussed in Closed Session.

CARRIED (2026-13)

Item 9.2 – County of Stettler Housing Authority

Council received the information discussed in Closed Session for information only. No decisions were made.

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10. **NEXT MEETINGS**

- 10.1. February 24, 2026
- 10.2. March 17, 2026

11. **ADJOURNMENT**

MOVED by S. Fox that council adjourn the meeting at 8.51 pm.

CARRIED (2026-14)

Chief Elected Official

Chief Administrative Officer

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