



VILLAGE OF DONALDA
Regular Meeting of the Council
Wednesday, May 19, 2026
7:00pm
Council Chambers
5001 Main Street, Donalda
MINUTES

The Regular Meeting of Donalda Village Council was held at 7:00 pm Tuesday, May 19, 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 P. Menecola that Council approve the agenda as presented.

CARRIED (2026-81)

2. PREVIOUS MINUTES

2.1. Regular Meeting of Council February 20, 2026

P. Menecola requested the addition of the following to appear in the minutes under Item 8 Gallery; "Does the Village have two (2) water and wastewater managers right now? Who is responsible?"

MOVED by T. Metcalfe that the minutes of May 19, 2026, Regular Meeting of Council be approved as amended.

CARRIED (2026-82)

3. DELEGATIONS

No delegations meeting the threshold for Council approval were identified during the reporting period.

4. BUSINESS ARISING FROM PREVIOUS MEETINGS

4.1. 5013 Main Street – Dangerous and Unsightly Property Enforcement

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 Council direct Administration to continue enforcement proceedings regarding 5013 Main Street pursuant to Bylaw 681 and the Municipal Government Act, including preparation for municipal remediation, demolition, site securing, cleanup, and cost recovery measures should compliance not be achieved within the prescribed timelines.

CARRIED (2026-83)

IN FAVOUR: P. Menecola, S. Fox

OPPOSED: T. Metcalfe

4.2. Municipal Viability Review – Infrastructure Audit Update

MOVED by P. Menecola THAT Council accept the Municipal Viability Review – Infrastructure Audit Update report as information.

CARRIED (2026-84)

4.3. Donalda Creamery – Ownership, Funding Request and Long-Term Sustainability

Councillor T. Metcalfe advised Council that following the March 17, 2026 Regular Meeting of Council, she wished to rescind her vote on Motion No. 2026-45 regarding the transfer of ownership of the Donalda Creamery and to change her vote in support of transferring ownership of the property to the Donalda & District Museum Society.

MOVED by T. Metcalfe THAT Council rescind Motion No. 2026-45, adopted at the March 17, 2026 Regular Meeting of Council, which tabled consideration of the proposed transfer of ownership of the Donalda Creamery pending completion of the Municipal Affairs viability review and municipal infrastructure audit.

CARRIED (2026-85)

MOVED by T. Metcalfe THAT Council approve the transfer of ownership of the Donalda Creamery to the Donalda & District Museum Society, subject to the preparation and execution of any required legal agreements and conditions deemed necessary by Council.

CARRIED (2026-85)

IN FAVOUR: T. Metcalfe, S. Fox

OPPOSED: P. Menecola

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.

Councillor T. Metcalfe requested that the minutes reflect her intent to support the transfer of ownership of the Donalda Creamery to the Donalda & District Museum Society.

4.4. Donalda Village Residents Committee

MOVED by P. Menecola THAT Council thank the Donalda Village Residents Committee for their presentation and ongoing interest in community engagement;

AND FURTHER THAT Administration be directed to report back to Council with information and options for consideration, including any procedural or governance considerations associated with ongoing resident engagement processes.

CARRIED (2026-86)

5. **VILLAGE BUSINESS**

5.1. Main Street Revitalization and Commercial District Compliance Strategy

MOVED by T. Metcalfe THAT Council accepts the Main Street Revitalization and Commercial District Compliance Strategy report as information and direct Administration to proceed with the development and implementation of a phased compliance and revitalization approach for the Commercial Retail District.

CARRIED (2026-87)

5.2. Council Procedure Bylaw #772-24 Review: Agenda Distribution & Public Access

MOVED by P. Menecola THAT Council receives the information regarding the Village's current Procedural Bylaw provisions related to agenda distribution, public access to information, and meeting procedures as information;

AND FURTHER THAT Administration be directed to prepare an amendment to Council Procedural Bylaw #772-24 for Council's consideration to:

1. Increase the agenda package distribution timeline from four (4) days to five (5) days prior to a Regular Council Meeting; and
2. Add Gallery to the agenda to provide members of the public with an opportunity to address Council in accordance with the Procedural Bylaw.

CARRIED (2026-88)

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.

5.3. Purchase of Portable Digital Communication Sign

MOVED by P. Menecola THAT Council direct Administration to further investigate available funding opportunities, verify eligibility for provincial municipal funding programs, obtain additional information regarding equipment options and pricing, and report back to Council for further consideration prior to approving the purchase of a portable digital communication sign.

CARRIED (2026-89)

5.4. Administration Workstation Upgrade – Windows 11 Compatibility

MOVED by T. Metcalfe THAT Council authorize Administration to purchase one Lenovo M70q Gen 6 workstation from Trinus Technologies Inc. in the amount of \$3,344.58 including GST, with funding to be allocated from the applicable capital account.

CARRIED (2026-90)

5.1. Financial Reports

- 5.1.1. Operating Budget Period Ending April 30, 2026
- 5.1.2. Cheque Register Period April 30, 2026
- 5.1.3. Bank Account Settlements Period Ending April 30, 2026

MOVED by P. Menecola THAT Council accepts the financial statements for the period ending April 30, 2026, as presented.

CARRIED (2026-91)

At the request of T. Metcalfe, Council recessed at 9:21 p.m. and reconvened at 9:26 p.m.

6. INFORMATIONAL ITEMS & CORRESPONDENCE

- 6.1. Alberta Municipalities: Albertans' Property Taxes will go Up because of Budget 2026
- 6.2. Alberta Municipalities: Court Decision on Canmore Vacancy Tax Bylaw
- 6.3. County of Stettler Seasonal Road Ban
- 6.4. County of Stettler Fire Restriction

MOVED by P. Menecola That Council accepts the informational items and correspondence as information.

CARRIED (2026-92)

6. COMMITTEE AND STAFF REPORTS

- 6.1. Mayor
- 6.2. Deputy Mayor

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.

6.3. Councillor

6.4. Chief Administrative Officer

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

CARRIED (2026-93)

7. **GALLERY**

Members of the public provided comments regarding the Donalda Creamery, including the condition of the building and future ownership considerations. Council received the comments as information.

7. **CLOSED MEETING OF COUNCIL**

MOVED by T. Metcalfe THAT Council move in camera at 9:45 p.m. pursuant to Section 197 of the Municipal Government Act, the Access to Information Act, and the Protection of Privacy Act, to discuss:

9.1 Donalda Reservoir Site – Purchase and Sale Agreement

9.2 CAO Performance Appraisal

CARRIED (2026-94)

MOVED by P. Menecola THAT Council return to open session at 9:52 p.m.

CARRIED (2026-95)

Council reconvened in Open Session

Matters Arising from Closed Session

Due to time constraints, Council was unable to complete discussion of the Closed Session items.

MOVED by P. Menecola THAT Council continues the May 19, 2026 Regular Meeting of Council on Monday, May 25, 2026 at 7:00 p.m. for the purpose of completing consideration of the following Closed Session items:

9.1 Donalda Reservoir Site – Purchase and Sale Agreement; and

9.2 CAO Performance Appraisal.

CARRIED (2026-96)

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.

8. **NEXT MEETINGS**
8.1. June 16, 2026
8.2. July 15, 2026

9. **ADJOURNMENT**

MOVED by S. Fox that council adjourns the meeting at 9.53 pm.

CARRIED (2026-97)

Chief Elected Official

Chief Administrative Officer

*In the spirit of Truth and Reconciliation, the Village of Donalda acknowledges that we
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Indigenous Peoples of this territory.*