



VILLAGE OF DONALDA
Regular Meeting of the Council
Tuesday August 18, 2026
7:00pm
Council Chambers
5001 Main Street, Donalda
MINUTES

The Regular Meeting of Donalda Village Council was held at 7:00 pm Tuesday, August 18, 2026, at the Village Complex in Council Chambers.

Councillor: Shaleah Fox
Councillor: Phil Menecola
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

Administration requested the addition of the following item:

6.6 – Clarification of Village of Donalda Library Board Appointments

MOVED by Councillor Menecola THAT the August 18, 2026 Regular Meeting of Council agenda be adopted as amended, with the addition of Item 6.6 – Clarification of Village of Donalda Library Board Appointments under Village Business.

CARRIED (2026-144)

2. PREVIOUS MINUTES

2.1. Regular Meeting of Council August 18, 2026

MOVED by Councillor Menecola THAT the minutes of the July 28, 2026, Regular Meeting of Council be approved as presented.

CARRIED (2026-145)

3. DELEGATIONS

3.1. Donalda Village Residents & Owners Committee

The Donalda Village Residents & Owners Committee attended as a delegation and made a presentation to Council.

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 Councillor Menecola THAT Council accept the presentation from the Donalda Village Residents & Owners Committee as information.

CARRIED (2026-146)

4. **PUBLIC HEARINGS**

4.1. Public Hearing – Bylaw No. 776 – Land Use Bylaw Amendment – Part of Block R, Plan 867CF

Mayor Fox declared the Public Hearing regarding Bylaw No. 776 – Land Use Bylaw Amendment – Part of Block R, Plan 867CF open at 7:17 p.m.

No written submissions were received.

The following verbal submissions and questions were received:

- Colleen Coleman asked what the proposed infrastructure would look like to residents and visitors entering the Village. It was clarified that the infrastructure would have an appearance similar to the existing Fire Hall.
- Andre Lorleau asked whether dust control would be considered along Range Road 185 due to increased traffic. It was indicated that the Commission would consider dust control along Range Road 185.
- Byron Norman asked how heavy vehicle traffic would be controlled. It was clarified that vehicle weight restrictions and seasonal road bans would apply.
- Daniel Knudtson asked whether consideration had been given to the amount of traffic that would enter the Village from the south. No comment was provided.

Mayor Fox declared the Public Hearing closed at 7:27 p.m.

4.2. Public Hearing – Removal of Municipal Reserve Designation – South Portion of Block R, Plan 867CF

Mayor Fox declared the Public Hearing regarding the proposed Removal of Municipal Reserve Designation – South Portion of Block R, Plan 867CF open at 7:27 p.m.

No written submissions were received.

No verbal submissions were received.

Mayor Fox declared the Public Hearing closed at 7:31 p.m.

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. **VILLAGE BUSINESS**

5.1. Bylaw No. 776 – Land Use Bylaw Amendment – Second and Third Readings

Following the Public Hearing, Council considered second and third readings of Bylaw No. 776.

MOVED by Councillor Menecola THAT Council give second reading to Bylaw No. 776 – Land Use Bylaw Amendment.

CARRIED (2026-147)

MOVED by Councillor Menecola THAT Council give third reading to Bylaw No. 776 – Land Use Bylaw Amendment.

CARRIED (2026-148)

5.2. Removal of Municipal Reserve Designation – South Portion of Block R, Plan 867CF

Following the Public Hearing, Council considered the proposed removal of the Municipal Reserve designation from the south portion of Block R, Plan 867CF. The RFD notes that the north portion of Block R will remain designated as reserve land.

MOVED by Councillor Menecola THAT Council authorize the Chief Administrative Officer to notify the Registrar of Land Titles that Council wishes to remove the reserve designation from the south portion of Block R, Plan 867CF, as described in the attached certificate.

CARRIED (2026-149)

5.3. Governance Modernization Framework

Council discussed the proposed governance relationship with the Donalda Village Residents & Owners Committee, Bylaw No. 775-26, and the Governance & Communication Framework Policy.

MOVED by Councillor Menecola THAT Council appoint Mayor Shaleah Fox as Council representative to meet with the Donalda Village Residents & Owners Committee to discuss the Committee's concerns and report back to Council.

CARRIED (2026-150)

5.3.1. Procedural Bylaw Amendment – Bylaw No. 775-26 – Third & Final Reading

MOVED by Councillor Menecola THAT Council table Third and Final Reading of Bylaw No. 775-26 pending further consideration.

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CARRIED (2026-151)

5.3.2. Governance & Communication Framework Policy

MOVED by Councillor Menecola THAT Council direct Administration to update the Governance & Communication Framework Policy to incorporate provisions respecting respectful conduct applicable to the Chief Administrative Officer and Village staff positions and return the revised policy to Council for further consideration.

CARRIED (2026-152)

6. **VILLAGE BUSINESS**

6.1. Councillor Resignation – Council Vacancy and Next Steps

Council was advised of the written resignation of Councillor Tanya Metcalfe, dated August 13, 2026, and the resulting vacancy on Council.

MOVED by Councillor Menecola THAT Council receive the written resignation of Councillor Tanya Metcalfe, dated August 13, 2026, as information.

CARRIED (2026-153)

MOVED by Councillor Menecola THAT Council schedule a Special Meeting of Council for August 25, 2026 at 7:00 p.m. to further consider the matters identified in the Request for Decision regarding the Council vacancy, including the statutory and administrative requirements arising from the vacancy and the review of affected board, committee, commission and external appointments.

CARRIED (2026-154)

6.2. Heartland Regional Fire Commission – Advertising and Board Designation

MOVED by Councillor Menecola THAT Council direct Administration to advertise notice of a proposed resolution to establish a regional services commission pursuant to Part 15.1 of the Municipal Government Act for the purpose of forming the Heartland Regional Fire Commission.

CARRIED (2026-155)

MOVED by Councillor Menecola THAT Council appoint Mayor Shaleah Fox as the Village of Donalda representative to the Heartland Regional Fire Commission Board.

CARRIED (2026-156)

6.3. 2026 – 2030 Capital Forecast Amendment – Main Street Sidewalk Project

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 Councillor Menecola THAT Council approve an amendment to the Village of Donalda 2026–2030 Capital Forecast, removing the 2026 Main Street Sidewalk Project in the amount of \$100,000, funded through the Canada Community-Building Fund;

AND THAT the associated Canada Community-Building Fund funding remain unallocated pending future Council direction and confirmation of eligible use under the program.

CARRIED (2026-157)

6.4. Alberta Community Partnership Grant – Community Needs Assessment

Moved by Councillor Menecola THAT Council decline the invitation for the Village of Donalda to participate with the Village of Alix, Town of Bashaw and Lacombe County in the proposed Alberta Community Partnership Grant application for the Community Needs Assessment project.

CARRIED (2026-158)

6.5. Financial Analysis – Period Ending July 31, 2026

MOVED by Councillor Menecola THAT Council accept the Financial Analysis for the period ending July 31, 2026, including the Operations Revenue & Expense Report, Treasury Report, and Cheque Listing, as information.

CARRIED (2026-159)

6.6. Clarification of Village of Donalda Library Board Appointments

MOVED by Councillor Menecola THAT Council appoint the following individuals to the Village of Donalda Library Board for terms expiring on the dates specified:

- Ronald Gullickson – February 20, 2029;
- Shaleah Fox – November 15, 2026;
- Asha Simser – November 18, 2027; and
- Michael Hayworth – March 17, 2029.

CARRIED (2026-160)

MOVED by Councillor Menecola THAT Council direct Administration to provide the Public Library Services Branch with confirmation of Council's appointments.

CARRIED (2026-161)

7. INFORMATIONAL ITEMS AND CORRESPONDENCE

MOVED by Councillor Menecola THAT Council accept the Informational Items and Correspondence as information.

CARRIED (2026-162)

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8. **COMMITTEE AND STAFF REPORTS**

- 8.1. Mayor
- 8.2. Deputy Mayor
- 8.3. Chief Administrative Officer

Council reviewed the Committee and Staff Reports as presented.

MOVED by Deputy Mayor Menecola that Council receive the Committee and Staff Reports as presented.

CARRIED (2026-163)

9. **GALLERY**

Members of the gallery were provided an opportunity to address Council. The following questions and comments were raised:

- Whether the Governance and Communication Framework Policy would also apply to residents and members of the public.
- Concerns regarding the ability of gallery members to hear Council proceedings, and whether the Village would consider installing speakers or microphones for Council meetings.
- A question regarding why the Donalda Village Residents & Owners Committee was not being formally provided with a place on the Council agenda.
- A question regarding the reason for Councillor Metcalfe's resignation.
- A question regarding whether the Village would be conducting a planned release of the wastewater lagoon.

The comments were received by Council.

9. **CLOSED MEETING OF COUNCIL**

- 9.1. Closed Session – Council Confidentiality Matter

Council did not proceed with the Closed Meeting item.

10. **NEXT MEETINGS**

- 10.1. September 22, 2026
- 10.2. October 20, 2026

11. **ADJOURNMENT**

MOVED by Mayor Fox that council adjourns the meeting at 9:10 pm.

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.

SIGNATURE ON FILE

Chief Elected Official

SIGNATURE ON FILE

Chief Administrative Officer

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