VILLAGE OF DONALDA
Regular Meeting of the Council
Tuesday September 22, 2026
7:00pm
Council Chambers
5001 Main Street, Donalda
MINUTES

The Regular Meeting of Donalda Village Council was held at 7:00 pm Tuesday, September 22, 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 7:01 pm.

1. **AGENDA**

1.1. Additions and Amendments

Mayor Fox requested the addition of the following item:

- 4.1 – Procedural Bylaw Amendment – Bylaw No. 775-26 – Third and Final Reading

Administration brought forward the following additional item to the Chair:

- 5.4 – IMPACT 2026 FCSSAA Annual Conference

MOVED by Councillor Menecola THAT the September 22, 2026 Regular Meeting of Council agenda be adopted as amended, with the addition of Item 4.1 – Procedural Bylaw Amendment – Bylaw No. 775-26 – Third and Final Reading, and Item 5.4 – IMPACT 2026 FCSSAA Annual Conference.

CARRIED (2026-171)

2. **PREVIOUS MINUTES**

2.1. Regular Meeting of Council August 18, 2026

MOVED by Councillor Menecola THAT the minutes of the August 18, 2026, Regular Meeting of Council be approved as presented.

CARRIED (2026-172)

2.2. Special Meeting of Council August 27, 2026

MOVED by Councillor Menecola THAT the minutes of the August 27, 2026, Special Meeting of Council be approved as presented.

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 (2026-173)

3. **DELEGATIONS**

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

4. **BUSINESS ARISING FROM PREVIOUS MEETINGS**

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

Council considered Bylaw No. 775-26 for Third and Final Reading.

MOVED by Councillor Menecola THAT Council amend the draft Bylaw No. 775-26 by removing Sections 3 and 6;

AND THAT Council give Third and Final Reading to Bylaw No. 775-26, as amended.

CARRIED (2026-174)

5. **VILLAGE BUSINESS**

5.1. 2026 Tax Recovery Public Auction – Reserve Bid

Council considered the reserve bid for the property proceeding to the Village of Donalda's 2026 Tax Recovery Public Auction. Administration recommended a reserve bid of $10,000 based on the current assessed value and the market-value review completed by the Village's assessor.

MOVED by Councillor Menecola THAT Council establish the reserve bid for the property proceeding to the Village of Donalda's 2026 Tax Recovery Public Auction at $10,000.

CARRIED (2026-175)

5.2. Municipal Office Hours of Operation

Council discussed municipal office hours, administrative capacity, service levels, and the need to prioritize essential municipal responsibilities.

MOVED by Councillor Menecola THAT the Village of Donalda Municipal Office be closed to the public on Thursdays and that Policy No. 7 – Village Office Operations be amended accordingly;

AND THAT Administration triage non-emergent administrative tasks based on operational priority, with priority given to public safety, emergency matters, statutory and regulatory requirements, and essential municipal services;

AND THAT Administration reduce or defer lower-priority and discretionary municipal services and activities, including Village beautification and similar non-essential initiatives, where necessary to manage available administrative and operational capacity.

CARRIED (2026-176)

5.3. Financial Analysis – Period Ending August 31, 2026

Council reviewed the financial reports presented for the period ending August 31, 2026, including the Operating Budget, Cheque Register, and Bank Account Settlements.

MOVED by Councillor Menecola THAT Council accept the financial analysis as presented.

CARRIED (2026-177)

5.4. IMPACT 2026 – FCSSAA Annual Conference

Council considered attendance at the IMPACT 2026 FCSSAA Annual Conference and the approved $600 conference subsidy.

MOVED by Councillor Menecola THAT Council accept the IMPACT 2026 FCSSAA Annual Conference information and approved conference subsidy as information;

AND THAT the Village of Donalda not proceed with attendance at the 2026 conference.

CARRIED (2026-178)

6. INFORMATIONAL ITEMS AND CORRESPONDENCE

Council reviewed the informational items and correspondence presented in the meeting package.

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

CARRIED (2026-179)

7. COMMITTEE AND STAFF REPORTS

7.1. Mayor
7.2. Deputy Mayor
7.3. 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 (2026-180)

8. **GALLERY**

During the Gallery portion of the meeting, the following comments and suggestions were raised by members of the public:

- A suggestion was made that Council take immediate action to reduce municipal expenditures by approximately $10,000 per month.
- A member of the gallery advised that they had conducted an online search comparing administrative staffing in municipalities of a similar population size and suggested that Council consider reducing administrative staffing levels and hours based on those comparisons.
- A concern was raised regarding changes to the format of the Operations Revenue and Expense Report, specifically that the report no longer included a monthly amount-to-date column, which the speaker indicated had previously assisted with comparing and reviewing the Village's financial information.

No motions were made arising from the Gallery discussion.

9. **CLOSED MEETING OF COUNCIL**

There were no Closed Meeting items for consideration.

10. **NEXT MEETINGS**

10.1. October 29, 2026

10.2. December 15, 2026

11. **ADJOURNMENT**

MOVED by Mayor Fox that council adjourns the meeting at 8:33 pm.

CARRIED (2026-181)

SIGNATURE ON FILE **SIGNATURE ON FILE**

_____ _____

Chief Elected Official Chief Administrative Officer

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.