VILLAGE OF DONALDA
Special Meeting of Council,
November 10, 2026
Council Chambers
5001 Main Street, Donalda
AGENDA

CALL TO ORDER – MAYOR

1. **AGENDA**
   1.1. Adoption of Agenda

2. **SPECIAL MEETING BUSINESS**
   2.1. Village of Donalda Library Board – Appointments and Term Renewals

3. **CLOSED SESSION**
   3.1. Legal Matters – Access to Information Act, Section 27 (Privileged Information)
   3.2. Legal Matters – Access to Information Act, Section 27 (Privileged Information)

4. **ADJOURNMENT**

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.

Request for Decision	
Meeting	Special Meeting of Council
Meeting Date	November 10, 2026
Originated By	Melanie Veale
Decision Title	Village of Donalda Library Board – Appointments and Term Renewals
Agenda Number	2.1 Special Meeting Business

Purpose

To seek Council approval for the appointment or reappointment of members to the Village of Donalda Library Board and to resolve outstanding appointment documentation identified by Alberta Municipal Affairs, Public Library Services Branch.

Background/Proposal

The Village of Donalda Library Board is established under the Libraries Act. Council is responsible for appointing Board members through formal Council resolutions.

On May 27, 2026, Ken Allan, Library Legislative Advisor, identified discrepancies in appointment records for Ron Gullickson, Mayor Shaleah Fox and Asha Simser, including missing resolutions and inconsistent term dates. Council subsequently addressed certain appointments through Motion 2026-144 on August 18, 2026.

Further correspondence identified that Teresa Donald's previous appointment expired September 16, 2026, Gwen Wood's previous appointment expired September 15, 2026, and Mayor Shaleah Fox's current appointment expires November 15, 2026.

The Library Manager has indicated that internal records show Teresa Donald's term extending to 2029; however, the Public Library Services Branch has not received a Council resolution confirming that reappointment. On October 27, 2026, the Library Manager indicated that the Board may have appointed Ms. Donald as Treasurer. Appointment as a Board officer does not substitute for appointment to the Board by Council.

In November 2026 correspondence, Alberta Municipal Affairs reiterated the need to formally reappoint Teresa Donald and noted Mayor Fox's approaching term expiry. The Province has indicated that resolution of the outstanding appointments is necessary to facilitate payment of the Library Board's provincial grant.

Discussion/Options/Benefits/Disadvantages

Council should consider formal appointments with clearly specified commencement and expiry dates, subject to each person's willingness and eligibility to serve and applicable statutory term limits.

Administration recommends that Council address Teresa Donald's expired appointment, confirm Gwen Wood's membership status and whether reappointment is sought, and consider renewal of Mayor Fox's appointment before November 15, 2026.

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The full Board membership register and prior Council motions should be reconciled with provincial records. Appointments should not be backdated without legal confirmation.

Cost / Source of Funding

No new municipal expenditure is requested by this RFD. Delays in resolving appointments may affect processing of the Library Board's provincial grant, as indicated by the Public Library Services Branch.

PROPOSED MOTIONS FOR COUNCIL CONSIDERATION

1. That Council reappoint Teresa Donald to the Village of Donalda Library Board for a 3 YEAR term commencing September 17, 2026 and ending September 17, 2029.

2. That Council reappoint Gwen Wood to the Village of Donalda Library Board for a 3 YEAR term commencing September 16, 2026 and ending September 16, 2029.

3. That Council reappoint Shaleah Fox to the Village of Donalda Library Board for a 3 YEAR term commencing November 16, 2026 and ending November 16, 2029, subject to confirmation of eligibility and consent.

4. That Council direct Administration to forward the adopted appointment resolutions to the Public Library Services Branch and update the official Board appointment register.

Applicable Legislation

Libraries Act, RSA 2000, c L-11; Libraries Regulation, AR 141/98.

RECOMMENDATION

That Council approve the necessary Library Board appointments or reappointments, specifying individual names and appointment dates in separate motions, and direct Administration to submit certified resolutions to Alberta Municipal Affairs.

Implementation/Communication

Following Council's decision, Administration will provide the appointment resolutions to Alberta Municipal Affairs and the Library Board, and update the municipal appointment register.

Target Decision Date

November 10, 2026

ATTACHMENTS

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