

**MINUTES OF SPECIAL MEETING OF COUNCIL
Of the Village of Barons
July 28, 2026**

Present: Clinton Bishop, Mayor
Belinda Rempel, Deputy Mayor
Kyle Prince, Councillor
Jen Durell, Administrator

Absent: none

Recording Secretary: Jen Durell, Recording Secretary

Call to Order: 11:01 am

Guests: *none*

Purpose of Meeting: To consider a formal complaint received by Mayor Bishop
Discussion was held.

Motion made by Councillor Prince that Council adopt the agenda for the Special Council Meeting of July 28, 2026, as presented. Carried

Councillor Prince choosing to remain in the meeting after offer to step out due to any potential conflict of interest.

Motion made by Mayor Bishop that Council move into a closed session at 11:04 a.m. under section 197 of the Municipal Government Act and Section 20(1) - Disclosure Harmful to Personal Privacy, Section 24(a) - Workplace investigations, and 32(1)(b)(iii) privileged information of the Access to Information Act to discuss the process for a formal workplace complaint. Persons permitted to attend: Mayor Bishop, Deputy Mayor Rempel, Councillor Prince and Administrator Durell. Carried

Motion made by Deputy Mayor Rempel that Council return to the open meeting at 11:12 a.m. Carried

Motion made by Mayor Bishop that Council acknowledge receipt of the formal workplace harassment complaint dated July 27, 2026, without making any finding on the merits, and direct that it be addressed promptly, fairly, impartially, and confidentially to the greatest extent permitted by law. Carried

Motion made by Mayor Bishop that Council direct the CAO to immediately notify the Village insurer and broker and authorize the CAO to retain external Alberta municipal,

employment, and OHS counsel to advise the Village, to a maximum of \$5,000.00 plus taxes and disbursements, subject to coverage and purchasing requirements. **Carried**

Motion made by Mayor Bishop that the CAO act only as administrative coordinator for insurer contact, counsel engagement, scheduling, secure record transfer, procurement, and payment, and not determine scope, evidence, findings, or outcome. Legal advice is to be addressed to Council. **Carried**

Motion made by Mayor Bishop that external counsel or the insurer be authorized to retain a qualified independent workplace investigator, with no prior involvement in the dispute, on terms approved by counsel and to a maximum of \$5,000.00 plus taxes, with additional authority returning to Council. **Carried**

Motion made by Mayor Bishop that the CAO preserve and secure all potentially relevant municipal records; that counsel issue neutral preservation directions to relevant parties; and that all parties be advised to maintain confidentiality as far as law and procedural fairness permit and to avoid reprisal, retaliation, witness interference, or destruction of records. **Carried**

Motion made by Mayor Bishop that, pending further resolution, all individual councillor requests concerning administration be submitted to the CAO in writing, and no individual councillor direct municipal employees, contractors, consultants, or service providers unless authorized by Council or legislation. And further that all communications between the CAO and Councillor Prince be conducted by email with CC to the other remaining councillors. **Carried**

Motion made by Mayor Bishop that counsel and the investigator report substantive recommendations, findings, and proposed corrective measures directly to Council, and that Administration schedule any further council meeting required to consider those matters. **Carried**

Adjournment:

Adjournment was at 11:17 am

Mayor – Clinton Bishop

Administrator – Jen Durell