

PHOTOGRAPHS ARE SCHEDULED FOR 8:00 A.M. IN THE COUNCIL CHAMBER

1. **Order - 9:00 a.m.**
2. **General**
 - a) Oath of Office (all members) D. Coleman
3. **Appointment of Mayor and Review Deputy Mayor - Terms of Office**
 - a) Selection procedures for appointment of Mayor
- *Municipal Government Act (MGA) Sections 150(2), 159* ✓
 - b) Appointment of scrutineers (for secret ballot elections) ✓
 - c) Appointment of Mayor
 - d) Oath of Office - Mayor
 - e) Deputy Mayor appointments & terms of office (*8 months*) ✓
4. **Adoption of agenda**
5. **Leduc County Appointments**
 - a) Appointments of Council members to:
 - i) Internal boards and committees ✓
 - ii) External boards, commissions and committees ✓
 - iii) Quasi-Judicial Boards ✓
 - iv) Review members at large appointments ✓
 - b) Solicitor ✓
6. **Regular meeting dates** ✓ D. Coleman
 - a) County council meetings (Governance & Priorities, Regular & Workshop)
 - b) Public Works Committee meetings
 - c) Agricultural Service Board meetings
 - d) Subdivision Authority meetings
7. **Other business**
 - a) Destroying of ballots - secret ballot elections (if required)
8. **Adjournment**

✓ Attachment Provided

Leduc County is dedicated to serving its citizens and will create an enhanced quality of life through effective leadership, committed partnerships and open, transparent communication.



Organizational Meeting Minutes

*Council Chamber, Leduc County Centre, Nisku, AB
Tuesday, October 26, 2021*

Order and roll call

The meeting was called to order at 9:00 a.m. on Tuesday, October 26, 2021 by County Manager Duane Coleman with Council members Rick Smith, Kelly-Lynn Lewis, Kelly Vandenberghe, Larry Wanchuk, Tanni Doblanko, Glenn Belozar and Ray Scobie present.

Other attendees

- Rick Thomas, Deputy County Manager
- Renee Klimosko, General Manager - Financial and Corporate Services
- Joyce Gavan, Legislative Coordinator
- Grant Bain, Director of Planning & Development
- Katherine Degaut, Communications Coordinator

Welcome

County Manager Duane Coleman welcomed those in attendance to the 2021 Organizational meeting of the council for Leduc County.

Term of office

Mr. Coleman confirmed the following term of office for the Councillors of Leduc County:

<u>Councillor</u>	<u>Electoral Division</u>	<u>Date of Election</u>	<u>Term Expires</u>
Rick Smith	Electoral Division No. 1	October 18, 2021	October, 2025
Kelly-Lynn Lewis	Electoral Division No. 2	October 18, 2021	October, 2025
Kelly Vandenberghe	Electoral Division No. 3	October 18, 2021	October, 2025
Larry Wanchuk	Electoral Division No. 4	October 18, 2021	October, 2025
Tanni Doblanko	Electoral Division No. 5	October 18, 2021	October, 2025
Glenn Belozar	Electoral Division No. 6	October 18, 2021	October, 2025
Raymond Scobie	Electoral Division No. 7	October 18, 2021	October, 2025

Oath of Office

All council members performed the Oath of Office for Leduc County Councillor.

Selection procedure/appointment of mayor

Mr. Coleman outlined the procedure for the selection/appointment of mayor as outlined in Bylaw No. 04-21 Regulate Meeting Proceedings and Sections 150(2), 159 and 185.1 of the Municipal Government Act.

Nominations for mayor

Mr. Coleman called for nominations for the position of mayor.

Councillor Wanchuk nominated Councillor Tanni Doblanko for the position of Mayor.

Councillor Vandenberghe nominated Councillor Kelly-Lynn Lewis for the position of Mayor.

JD

Nominations cease - mayor

249-21 Councillor Smith -- that nominations cease for the position of Mayor.

Carried Unanimously

County Manager Coleman declared nominations cease for the position of Mayor.

Appointment of scrutineers - secret ballot elections

250-21 Councillor Scobie – that Leduc County council:

- 1) conduct a vote by secret ballot if more than one nomination is received for the position of mayor; and where any other appointment(s) for council appointees to any council committee(s), board(s) or commission(s) is required; and
- 2) that County Manager Duane Coleman and Deputy County Manager Rick Thomas be appointed to act as scrutineers for the secret ballot elections, if required.

Carried Unanimously

A secret ballot vote was conducted for Mayor.

Appointment of Mayor

Mr. Coleman announced Councillor Tanni Doblanko elected as Mayor.

Oath of office - Mayor

The oath of office for the position of Mayor was administered to Tanni Doblanko.

Mayor Doblanko assumed the Chair

Mayor Doblanko expressed appreciation, assumed the Chair and proceeded to chair the balance of the Organizational meeting.

Deputy Mayor appointments and terms of office - deputy mayor

251-21 Councillor Smith -- that Leduc County Council establishes the appointments of deputy mayor for an eight-month rotational term as follows:

<u>Councillor</u>	<u>Division</u>	<u>Term</u>
Rick Smith	Division 1 -	October 27, 2021 to June 30, 2022
Kelly-Lynn Lewis	Division 2 -	July 1, 2022 to February 28, 2023
Kelly Vandenberghe	Division 3 -	March 1, 2023 to October 31, 2023
Larry Wanchuk	Division 4 -	November 1, 2023 to June 30, 2024
Glenn Belozar	Division 6 -	July 1, 2023 to February 28, 2025
Raymond Scobie	Division 7 -	March 1, 2025 to October, 2025 Org. Meeting

Carried Unanimously

Oath of office - Deputy Mayor

The oath of office for the position of Deputy Mayor was administered to Rick Smith for the term October 27, 2021 to June 30, 2022.

Agenda adoption

252-21 Councillor Vandenberghe – that the agenda for the October 26, 2021 Organizational meeting be adopted as circulated.

Carried Unanimously

Councillor appointments to internal boards and committees

Council reviewed its listing of appointments to internal council boards and committees.

253-21 Councillor Vandenberghe – to approve council member appointments to the internal boards and committees of Leduc County as noted below:

- 1. Agricultural Service Board**
 - All seven council members
- 2. Council Committees: Council Workshop, Governance & Priorities and Regular Council**
 - All seven council members
- 3. Council Sponsorships and Grants Committee**
 - Councillor Kelly-Lynn Lewis
 - Councillor Kelly Vandenberghe
- 4. Emergency Management Advisory Committee**
 - All seven council members
- 5. Family & Community Support Services (FCSS) Advisory Committee**
 - Councillor Ray Scobie
 - Councillor Kelly-Lynn Lewis
- 6. Leduc County Library Board**
 - Mayor Tanni Doblanko
 - Councillor Rick Smith
- 7. Municipal Policy Review Committee (MPRC)**
 - Mayor Tanni Doblanko
 - Councillor Kelly-Lynn Lewis
 - Councillor Ray Scobie
- 8. Parks and Recreation Advisory Committee (PRAC)**
 - Mayor Tanni Doblanko
 - Councillor Glenn Belozar
- 9. Protective Services Committee**
 - Councillor Kelly-Lynn Lewis
 - Councillor Larry Wanchuk
 - Councillor Ray Scobie
 - Councillor Kelly Vandenberghe
- 10. Public Works Committee**
 - All seven council members
- 11. Subdivision Authority**
 - Mayor Tanni Doblanko
 - Councillor Rick Smith
 - Councillor Glenn Belozar
 - Councillor Ray Scobie
 - Councillor Kelly Vandenberghe
- 12. Vehicle Axle Weight Committee**
 - Mayor Tanni Doblanko

JP

- Councillor Ray Scobie
- Councillor Larry Wanchuk

13. Warburg Fire District - Borderless Fire Services Model Update Committee

- Mayor Tanni Doblanko
- Councillor Kelly-Lynn Lewis
- Councillor Ray Scobie

Carried Unanimously

Councillor appointments to external boards/committees/representations

Council reviewed its listing of appointments to external boards/committees/representations.

254-21 Councillor Lewis – that Leduc County council approves council member appointments to the external boards/committees/representations as noted below:

- 1. Alberta Capital Region Wastewater Commission (ACRWC) - Term Expires 2025**
 - Councillor Rick Smith
 - 2. Alternative Land Use Services (ALUS), Partnership Advisory Committee (PAC)**
 - Councillor Glenn Belozar
 - (Alternate) Councillor Larry Wanchuk
 - 3. Alliance of Pigeon Lake Municipalities**
 - Councillor Glenn Belozar
 - (Alternate) Councillor Ray Scobie
 - 4. Beaver Hills Biosphere / Beaver Hills Initiative Coordinating Committee**
 - Councillor Kelly-Lynn Lewis
 - (Alternate) Councillor Kelly Vandenberghe
 - 5. Capital Region Southwest Water Services Commission – Term Expires 2025**
 - Councillor Kelly Vandenberghe
 - Councillor Kelly-Lynn Lewis
 - (Alternate) Councillor Rick Smith
 - (Alternate) Mayor Tanni Doblanko
 - 6. Edmonton Global**
 - Councillor Kelly Vandenberghe
 - (Alternate) Mayor Tanni Doblanko
 - 7. Edmonton International Airport Noise Advisory Committee**
 - Councillor Larry Wanchuk
 - Councillor Kelly Vandenberghe
 - 8. Edmonton Metropolitan Region Board**
 - Mayor Tanni Doblanko
 - (Alternate) Kelly-Lynn Lewis
- Committees:
- o Committee of the Whole: (Alternate) Councillor Kelly-Lynn Lewis
 - o Metropolitan Region Servicing Plan (MRSP) Standing Committee: Councillor Vandenberghe
(Alternate) Mayor Doblanko

9. **Edmonton Region Waste Advisory Committee**
 - Councillor Kelly Vandenberghe
10. **Edmonton Regional Airports Authority Appointer Representative**
 - Mayor Tanni Doblanko
11. **Edmonton Regional Airports Authority, City of Edmonton, Leduc County and City of Leduc - Airport Accord Oversight Committee**
 - Mayor Tanni Doblanko
12. **Intermunicipal Liaison Committee**
 - Mayor Tanni Doblanko
 - Councillor Kelly-Lynn Lewis
 - Councillor Kelly Vandenberghe
 - (Alternate) Councillor Larry Wanchuk
13. **Intermunicipal Planning Framework (IPF) Oversight Committee**
 - Councillor Kelly Vandenberghe
14. **Leduc and Region Chamber of Commerce**
 - Councillor Kelly-Lynn Lewis
 - (Alternate) Councillor Kelly Vandenberghe
15. **Leduc and District Regional Waste Management Authority (LDRWMA)**
 - Councillor Kelly Vandenberghe
 - (Alternate) Councillor Glenn Belozar
16. **Leduc (City) Parks, Recreation and Culture Board**
 - Councillor Larry Wanchuk
 - (Alternate) Councillor Ray Scobie
17. **Leduc Regional Housing Foundation (Leduc Foundation) – Term Expires 2025**
 - Councillor Rick Smith
 - Councillor Ray Scobie
18. **North Saskatchewan Watershed Alliance (NSWA)**
 - Councillor Glenn Belozar
 - Councillor Kelly Vandenberghe
19. **Pembina River District No. 3**
 - All seven council members
20. **Pigeon Lake Watershed Steering (PLWS) Committee**
 - Councillor Glenn Belozar
21. **Warburg Seed Cleaning Co-op Ltd. Board of Directors**
 - Councillor Glenn Belozar
 - (Alternate) Councillor Ray Scobie

Carried Unanimously

Quasi-Judicial - Intermunicipal Subdivision and Development Appeal Board

255-21 Councillor Smith -- that Councillor Kelly-Lynn Lewis be appointed to the Intermunicipal Subdivision and Development Appeal Board, upon successful completion of training requirements.

Carried Unanimously



Members at large - Leduc county council boards and committees and Quasi-Judicial - Intermunicipal Subdivision and Development Appeal Board

256-21 Councillor Wanchuk – that Leduc County council authorizes administration to advertise for public members at large vacancies and/or positions expiring December 31, 2021 for the following internal and external boards, committees and Intermunicipal Subdivision and Development Appeal Board (Quasi-Judicial Board):

1. Family & Community Support Services (FCSS) Local Advisory Committee
- Rural East - one member community at large - expiring Dec. 31, 2023
2. Leduc County Library Board
- two members community at large - expiring December 31, 2024
3. Parks and Recreation Advisory Committee (PRAC)
- six members at large - expiring December 31, 2023 (from Beaumont, Calmar, Leduc, New Sarepta, Thorsby and Warburg regions)
4. Edmonton International Airport (EIA) Noise Advisory Committee
- one member at large - expiring December 31, 2023
5. Intermunicipal Subdivision and Development Appeal Board
- members at large - expiring December 31, 2024

Carried Unanimously

Solicitor

257-21 Councillor Smith – that Leduc County council appoints the firm Brownlee LLP as the primary, but not exclusive, solicitors for the year 2022.

Carried Unanimously

Regular meeting dates

258-21 Councillor Vandenberghe – that Leduc County council approves the following committee meeting dates for 2021-2022:

1. Governance & Priorities Committee – the first Tuesday of each month commencing at 10:00 a.m. – 3:30 p.m. (or at the call of Chair);
2. Regular Council – the second and fourth Tuesday of each month commencing at 1:00 p.m. (or at the call of Chair);
3. Council Workshop – the second and fourth Tuesday of each month commencing at 10:00 a.m. and, if required, the fourth Thursday of each month commencing at 10:00 a.m. (or at the call of the Chair);
4. Agricultural Service Board – to commence at 10:00 a.m. the second Monday of the months of January, March, April, June, September, November and December, or at the call of the Chair;
5. Public Works Committee - the second Monday of each month, commencing at 1:00 p.m., or at the call of the Chair; and
6. Subdivision Authority - the third Tuesday of each month, commencing at 1:00 p.m.; or at the call of the Chair.

Carried Unanimously

Destroying of Ballots

259-21 Councillor Lewis – that Leduc County council authorizes the secret ballot votes be destroyed.

Carried Unanimously

Adjournment

260-21 Councillor Scobie – that the Organizational meeting be adjourned.

Carried Unanimously

The Organizational meeting adjourned at 10:20 a.m.



Mayor



County Manager