

1. **Order - 9:00 a.m.**

2. **Appointment of Mayor and Review Deputy Mayor - Terms of Office**
 - a) Selection procedures for appointment of Mayor ✓ D. Coleman
- *Municipal Government Act (MGA) Sections 150(2), 159*
 - b) Appointment of scrutineers (for secret ballot elections, S. 185.1 ✓
 - c) Appointment of Mayor
 - d) Oath of Office - Mayor
 - e) Affirm Deputy Mayor appointments & terms of office (*8 months*) ✓

3. **Adoption of agenda**

4. **Leduc County appointments**
 - a) Appointments of Council members to: D. Coleman
 - i) Internal boards and committees ✓
- Review members at large appointments ✓
 - ii) External boards, commissions and committees ✓
 - iii) Quasi-Judicial Boards: Regional Assessment Review Board and ✓
Intermunicipal Subdivision and Development Appeal Board
 - b) Solicitor ✓

5. **Regular committee meeting dates for 2023**
 - a) County council meetings (Governance & Priorities, Regular & ✓ D. Coleman
Workshop)
 - i) Review of scheduled meeting dates - 2023 ✓
 - b) Public Works Committee meetings
 - c) Agricultural Service Board meetings
 - d) Subdivision Authority meetings

6. **Other business**
 - a) Destroying of ballots - secret ballot elections (if required)

7. **Adjournment**



✓ Attachment Provided

Organizational Meeting

Minutes

Council Chamber, Leduc County Centre, Nisku, AB

Tuesday, October 25, 2022

Order and roll call

The meeting was called to order at 9:00 a.m. on Tuesday, October 25, 2022 by County Manager Duane Coleman with Council members Rick Smith, Kelly-Lynn Lewis, Larry Wanchuk, Tanni Doblanko, Glenn Beloner and Ray Scobie present.

Other attendees

- Renee Klimosko, General Manager - Financial and Corporate Services
- Alan Grayston, General Manager - Development and Community Services
- Joyce Gavan, Legislative Coordinator
- Grant Bain, Director of Planning & Development
- Katherine Degaust, Communications Coordinator
- Miranda Anderson, Executive Assistant - Council

Welcome

County Manager Duane Coleman welcomed those in attendance to the 2022 Organizational meeting of the Council for Leduc County.

Term of office

The 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
<i>Vacant</i>	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 Beloner	Electoral Division No. 6	October 18, 2021	October, 2025
Raymond Scobie	Electoral Division No. 7	October 18, 2021	October, 2025

Selection procedure/appointment of mayor

Mr. Coleman outlined the procedure for the selection/appointment of mayor as outlined in Bylaw No. 04-22 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 Lewis nominated Councillor Kelly-Lynn Lewis for the position of Mayor.

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

Nominations cease - Mayor

243-22 Councillor Lewis -- 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

244-22 Councillor Belozer – 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 General Manager Renee Klimosko 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

245-22 Councillor Lewis -- that Leduc County Council affirms the appointments of deputy mayor for an eight-month rotational term as follows:

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

Carried Unanimously

Agenda adoption

246-22 Councillor Smith – that the agenda for the October 25, 2022 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.

247-22 Councillor Scobie – 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 Rick Smith
4. **Emergency Management Advisory Committee**
 - All seven council members
5. **Family & Community Support Services (FCSS) Advisory Committee**
 - Councillor Kelly-Lynn Lewis
 - Councillor Ray Scobie
6. **Leduc County Library Board**
 - Councillor Rick Smith
 - Councillor elect
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 elect
9. **Protective Services Committee**
 - Councillor Kelly-Lynn Lewis
 - Councillor Ray Scobie
 - Councillor Larry Wanchuk
 - Councillor elect
10. **Public Works Committee**
 - All seven council members
11. **Subdivision Authority**
 - Mayor Tanni Doblanko
 - Councillor Glenn Belozar
 - Councillor Ray Scobie
 - Councillor Rick Smith
 - Councillor elect
12. **Warburg Fire District - Borderless Fire Services Model Update Committee**
 - Mayor Tanni Doblanko
 - Councillor Kelly-Lynn Lewis
 - Councillor Ray Scobie

Carried Unanimously

Members at large - Internal Boards/Committees

248-22 Councillor Wanchuk – that administration will advertise for public members at large vacancies and/or position expiring December 31, 2022 for the following internal boards and committees:

1. **Agricultural Service Board**
 - two members community at large - expiring Dec. 31, 2024

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2. Family and Community Support Services (FCSS) Advisory Committee
- Rural West - one member community at large - expiring Dec. 31, 2024
3. Leduc County Library Board
- four members community at large - expiring Dec. 31, 2025
4. Parks and Recreation Advisory Committee (PRAC)
- two members at large (Leduc and Warburg) - expiring Dec. 31, 2024
5. Public Works Committee (PWC)
- two members community at large - expiring Dec. 31, 2024

Carried Unanimously

Councillor appointments to external boards/committees/representations

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

249-22 Councillor Belozar – 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 Rick Smith
5. **Capital Region Southwest Water Services Commission – Term Expires 2025**
- Councillor Kelly-Lynn Lewis
- Councillor Rick Smith
- (Alternate) Councillor elect
- (Alternate) Mayor Tanni Doblanko
6. **Cost Share Planning and Consultation Committees:**
 - i) **City of Beaumont**
- Councillor Lewis
- Councillor elect
 - ii) **City of Leduc**
- Mayor Tanni Doblanko
- Councillor Rick Smith
7. **Edmonton Global**
- Mayor Tanni Doblanko
- (Alternate) Councillor Lewis
8. **Edmonton International Airport Noise Advisory Committee**
- Councillor Larry Wanchuk
- Councillor Rick Smith

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9. **Edmonton Metropolitan Region Board**
- Mayor Tanni Doblanko
- (Alternate) Kelly-Lynn Lewis
Committees:
o Committee of the Whole: (Alternate) Councillor Kelly-Lynn Lewis
o Audit and Finance Committee: (Alternate) Councillor Kelly-Lynn Lewis
o Governance and Human Resources: (Alternate) Councillor Kelly-Lynn Lewis
- ~~10. **Edmonton Region Waste Advisory Committee** – withdraw representation~~
10. **Edmonton Regional Airports Authority (Appointer Reps)**
- 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 Larry Wanchuk
- (Alternate) Councillor elect
13. **Intermunicipal Planning Framework (IPF) Oversight Committee**
- Councillor Kelly-Lynn Lewis
14. **Leduc-Wetaskiwin Chamber of Commerce**
- Councillor Kelly-Lynn Lewis
- (Alternate) Councillor Rick Smith
15. **Leduc and District Regional Waste Management Authority (LDRWMA)**
- Councillor Glenn Belozar
- (Alternate) Councillor Larry Wanchuk
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**
- Mayor Tanni Doblanko
- Councillor Ray Scobie
18. **North Saskatchewan Watershed Alliance (NSWA)**
- Councillor Glenn Belozar
(Alternate) Ray Scobie
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

SP

Quasi-Judicial - Regional Assessment Review Board and/or Intermunicipal Subdivision and Development Appeal Board

250-22 Councillor Scobie -- that Mayor Doblanko be appointed to the Regional Assessment Review Board upon successful completion of training requirements and confirms the appointments of Councillors Wanchuk and Lewis as Intermunicipal Subdivision and Development Appeal Board (ISDAB) members.

Carried Unanimously

Solicitor

251-22 Councillor Lewis – that Leduc County council appoints the firm Brownlee LLP as the primary, but not exclusive, solicitors for the year 2023.

Carried Unanimously

Regular meeting dates

252-22 Councillor Belozor – that Leduc County council approves the following committee meeting dates for 2023:

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 1:30 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 1:30 p.m., or at the call of the Chair; and
6. Subdivision Authority - the third Tuesday of each month, commencing at 1:30 p.m.; or at the call of the Chair.

Carried Unanimously

Review of 2023 scheduled council meeting dates

253-22 Councillor Wanchuk -- that Leduc County Council approves:

1. Cancellation of the following 2023 scheduled meeting dates for Council Workshop, Regular Council and Governance & Priorities Committee meetings:
 - January 3, 2023 (*Christmas schedule*)
 - July 25, 2023 (*summer break*)
 - July 27, 2023 (*summer break*)
 - August 1, 2023 (*summer break*)
 - August 8, 2023 (*summer break*)
 - November 7, 2023 (*RMA Fall Convention*)
 - December 26, 2023 (*Christmas schedule*)
 - December 28, 2023 (*Christmas schedule*)
 - January 2, 2024 (*Christmas schedule*)
2. That the 2023 Organizational meeting be scheduled for Tuesday, October 24, 2023 commencing at 9:00 a.m. - 10:00 a.m.
3. That Leduc County Council approves the 2023 Christmas and 2024 New Year's office closures as follows:

➤ Friday, December 29, 2023

4. That the 2024 Leduc County Budget meeting dates be confirmed as follows:

- 0930 a.m. – 4:30 p.m., Monday, November 27, 2023
- 0930 a.m. – 4:30 p.m., Wednesday, November 29, 2023
- 0930 a.m. – 4:30 p.m., Monday, December 4, 2023
- 0930 a.m. – 4:30 p.m., Wednesday, December 6, 2023

Carried Unanimously

Destroying of Ballots

254-22 Councillor Smith – that Leduc County council authorizes the secret ballot votes be destroyed.


Carried Unanimously

Adjournment

Mayor Doblanko adjourned the Organizational meeting at 9:33 a.m.



Mayor



County Manager