



**ORGANIZATIONAL MEETING AGENDA
COUNCIL CHAMBER, COUNTY CENTRE, NISKU
Tuesday, October 23, 2018**

1. **ORDER – 9:00 a.m.**
2. **APPOINTMENT OF MAYOR & REVIEW DEPUTY MAYOR TERMS OF OFFICE**
 - a) Selection Procedure for Appointment of Mayor ✓
 - a) Mayor – Section 150(2), 159 & 185.1
 - b) Appointment of Mayor
 - c) Oath of Office – Mayor
 - d) Re-affirm Deputy Mayor Appointments & Terms of Office (*8 months*) ✓
3. **ADOPTION OF AGENDA**
4. **LEDUC COUNTY APPOINTMENTS**
 - a) Appointments to Internal Boards & Committees (*NOTE: Appointments of Chair/Vice Chair will be done at first Committee meeting following Organizational Meeting*) ✓
 - i) Adjustments to Internal Council Appointments to Boards/ Committees ✓ Rick Thomas
 - ii) Review Members at Large Appointments ✓
 - b) Council Representations to External Boards and Committees ✓
 - i) Review Members at Large Appointments ✓
 - c) Solicitor ✓
 - d) Returning Officer ✓
5. **REGULAR MEETING DATES** ✓
 - a) County Council Meetings (CoW, Regular and Workshop)
 - b) Public Works Committee Meetings
 - c) Agricultural Service Board Meetings
 - d) Subdivision Authority Meetings
6. **COUNCIL POLICY REVIEW**
 - a) Council Authority and Commitment (GS-01) ✓
 - b) Councillor Fees & Expenses (GS-02) ✓
 - c) Councillor Convention and Registration (GS-03) ✓
 - d) Recognition / Commemorations (GS-04) ✓
 - e) Proclamations (CM-03) ✓
7. **OTHER BUSINESS**
 - a) Destroying of Ballots – Secret Ballot Elections (*if required*)
8. **ADJOURNMENT**

✓ Attachment Provided

MINUTES OF THE ORGANIZATIONAL MEETING OF LEDUC COUNTY COUNCIL HELD ON TUESDAY, OCTOBER 23, 2018, IN THE COUNCIL CHAMBER OF THE COUNTY CENTRE BUILDING, NISKU, ALBERTA.

Order and Roll Call

The meeting was called to order at 9:00 a.m., Tuesday, October 23, 2018 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.

Also present when the meeting was called to order were:

- Rick Thomas, Deputy County Manager;
- Renee Klimosko, General Manager of Financial, Corporate & Assessment Services;
- Grant Bain, Director of Planning and Development;
- Joyce Gavan, Recording Secretary;
- Katherine Degaut and Mrs. Megan Candie, Communication Coordinators.

Welcome

Mr. Coleman, County Manager, welcomed those in attendance to the 2018 Organizational Meeting of the Council for Leduc County.

Term of Office

Mr. Coleman advised 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 16, 2017 | October, 2021 |
| Kelly-Lynn Lewis | Electoral Division No. 2 | October 16, 2017 | October, 2021 |
| Kelly Vandenberghe | Electoral Division No. 3 | October 16, 2017 | October, 2021 |
| Larry Wanchuk | Electoral Division No. 4 | October 16, 2017 | October, 2021 |
| Tanni Doblanko | Electoral Division No. 5 | October 16, 2017 | October, 2021 |
| Glenn Belozar | Electoral Division No. 6 | October 16, 2017 | October, 2021 |
| Raymond Scobie | Electoral Division No. 7 | October 16, 2017 | October, 2021 |

Selection Procedure/Appointment of Mayor

Mr. Coleman outlined the procedure for the selection/appointment of Mayor as outlined in 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 Belozar nominated Councillor Tanni Doblanko for the position of Mayor.

Nominations Cease - Mayor

417-18 Councillor Smith -- that nominations cease for the position of Mayor for 2018.

Carried Unanimously

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

Appointment of Mayor

Mr. Coleman announced Councillor Tanni Doblanko elected, by acclamation, 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.

Terms of Office - Deputy Mayor

418-18 Councillor Scobie -- that Council re-affirms 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 24, 2017 to June 30, 2018 |
| Kelly-Lynn Lewis | Division 2 - | July 1, 2018 to February 28, 2019 |
| Kelly Vandenberghe | Division 3 - | March 1, 2019 to October 31, 2019 |
| Larry Wanchuk | Division 4 - | November 1, 2019 to June 30, 2020 |
| Glenn Belozar | Division 6 - | July 1, 2020 to February 28, 2021 |
| Raymond Scobie | Division 7 - | March 1, 2021 to October, 2021 Org. Meeting |

Carried Unanimously

Agenda Adoption

419-18 Councillor Lewis -- that the agenda for the October 23, 2018 Organizational meeting, be adopted as circulated.

Carried Unanimously

Review – Leduc County Internal Council Boards & Committees

Council reviewed its listing of Council Boards & Committees.

Councillors volunteered to serve on the Boards and Committees where not all members were required.

Appointments – Leduc County Internal Boards & Committees

420-18 Councillor Wanchuk -- that Members of Council be appointed to the Boards and Committees of Leduc County as noted below:

1. **Agricultural Service Board**
- All Seven Council Members
2. **Committee of the Whole, Council Workshop and County Council**
- All Seven Council Members
3. **Council Sponsorships and Grants Committee**
- Councillor Kelly-Lynn Lewis
- Councillor Kelly Vandenberghe
4. **County Centre Management Committee**
- Mayor Tanni Doblanko
- Councillor Glenn Belozar
- Councillor Larry Wanchuk
5. **Enforcement Services Committee**
- Councillor Kelly Vandenberghe
- Councillor Kelly-Lynn Lewis
- Councillor Larry Wanchuk

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6. Family & Community Support Services (FCSS) Advisory Committee

- Councillor Rick Smith
- Councillor Ray Scobie

7. Fire / Emergency Services Committee

- Councillor Kelly Vandenberghe
- Councillor Larry Wanchuk
- Councillor Ray Scobie

8. Leduc County Library Board

- Councillor Kelly-Lynn Lewis
- Councillor Rick Smith

9. Municipal Policy Review Committee

- Mayor Tanni Doblanko
- Councillor Kelly-Lynn Lewis
- Councillor Kelly Vandenberghe

10. New Sarepta District Recreation Advisory Committee

- Councillor Rick Smith
- Councillor Kelly-Lynn Lewis

11. Parks and Recreation Advisory Committee (PRAC)

- Mayor Tanni Doblanko
- Councillor Kelly-Lynn Lewis

12. Public Works Committee

- All Seven Council Members

13. Regional Assessment Review Board

- Councillor Kelly Vandenberghe
- (Alternate) Councillor Rick Smith

14. Subdivision and Development Appeal Board

- Councillor Larry Wanchuk
- Councillor Rick Smith

15. Subdivision Authority

- Mayor Tanni Doblanko
- Councillor Kelly-Lynn Lewis
- Councillor Kelly Vandenberghe
- Councillor Glenn Belozar
- Councillor Ray Scobie

16. Vehicle Axle Weight Committee

- Mayor Tanni Doblanko
- Councillor Larry Wanchuk
- Councillor Ray Scobie

Carried Unanimously

Members-at-Large – Leduc County Council Boards and Committees

421-18 Councillor Lewis -- that administration be authorized to advertise for public members at large vacancies and/or positions expiring December 31, 2018 as noted below:

- Agricultural Service Board
 - two members Community at Large – expiring December 31, 2020
- F.C.S.S. Advisory Committee
 - one member Community at Large (Rural West) – expiring December 31, 2020

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- Leduc County Library Board (3 year term)
 - one member Community at Large - expiring December 31, 2021
- Parks & Recreation Advisory Committee
 - one member from Devon Regional Board expiring December 31, 2020
 - one member from Leduc Regional Board expiring December 31, 2019
- Regional Assessment Review Board
 - two members Community at Large – expiring December 31, 2021
- Subdivision and Development Appeal Board
 - three members Community at Large - expiring December 31, 2021

Carried Unanimously

Appointments – Leduc County External Boards/Committees/Representations

Council Member representatives reviewed the listing to external boards or committees. Councillors volunteered to serve on the Boards / Committees / Representations where not all members were required.

Appointments – Leduc County External Boards/Committees/ Representations

422-18 Councillor Smith -- that Members of Council be appointed to the External Boards / Committees / Representations as follows:

1. **Alberta Capital Region Wastewater Commission - Term Expires 2021**
 - Councillor Rick Smith
 - (Alternate) Councillor Kelly Vandenberghe
2. **Alberta Hemp Alliance Steering Committee**
 - Councillor Glenn Belozar
 - (Alternate) Councillor Larry Wanchuk
 - (Alternate) Councillor Ray Scobie
3. **Alternative Land Use Services (ALUS), Partnership Advisory Committee (PAC) – Two Year Term Expiring October, 2019**
 - Councillor Kelly Vandenberghe
 - (Alternate) Councillor Glenn Belozar
4. **Alliance of Pigeon Lake Municipalities**
 - Councillor Glenn Belozar
 - (Alternate) Councillor Ray Scobie
5. **Beaver Hills Initiative Coordinating Committee**
 - Councillor Kelly-Lynn Lewis
 - (Alternate) Councillor Rick Smith
6. **Capital Region Southwest Water Services Commission – Term Expires 2021**
 - Councillor Rick Smith
 - Councillor Kelly Vandenberghe
 - (Alternate) Councillor Kelly-Lynn Lewis
 - (Alternate) Mayor Doblanko
7. **Edmonton Global**
 - Councillor Kelly Vandenberghe
 - (Alternate) Mayor Tanni Doblanko
8. **Edmonton International Airport Noise Advisory Committee**
 - Councillor Larry Wanchuk
 - Councillor Kelly Vandenberghe

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9. **Edmonton Metropolitan Region Board**
 - Mayor Tanni Doblanko
 - (Alternate) Councillor Kelly Lynn-Lewis
 - a) Regional Transit Service Commission
 - Councillor Rick Smith
 - Mayor Tanni Doblanko
10. **Edmonton Region Waste Advisory Committee**
 - Mayor Tanni Doblanko
11. **Edmonton Regional Airports Authority Appointer Representatives**
 - Mayor Tanni Doblanko
12. **Intermunicipal Liaison Committee**
 - Mayor Tanni Doblanko
 - Councillor Rick Smith
 - Councillor Kelly-Lynn Lewis
 - (Alternate) Councillor Kelly Vandenberghe
13. **Leduc and Region Chamber of Commerce**
 - Councillor Kelly-Lynn Lewis
 - (Alternate) Councillor Kelly Vandenberghe
14. **Leduc & District Regional Waste Management Authority**
 - Councillor Glenn Belozar
 - (Alternate) Councillor Kelly-Lynn Lewis
15. **Leduc Arts Foundry Board**
 - Mayor Tanni Doblanko
16. **Leduc (City) Parks, Recreation and Culture Board**
 - Councillor Larry Wanchuk
 - (Alternate) Councillor Ray Scobie
17. **Leduc-Nisku Economic Development Association**
 - Councillor Kelly Vandenberghe
 - (Alternate) Mayor Tanni Doblanko
18. **Leduc Regional Housing Foundation (Leduc Foundation) – Term Expires 2021**
 - Councillor Kelly-Lynn Lewis
 - Councillor Ray Scobie
19. **Nisku Business Association Board of Directors (Nisku Protocols Monitoring Comm.)**
 - Councillor Kelly Vandenberghe
 - (Alternate) Councillor Larry Wanchuk
20. **North Saskatchewan Watershed Alliance**
 - Councillor Ray Scobie
 - (Alternate) Councillor Kelly Vandenberghe
21. **Pembina River District No. 3**
 - All Seven Council Members
22. **Pigeon Lake Watershed Steering Committee**
 - Councillor Glenn Belozar
23. **River Valley Alliance – North Saskatchewan**
 - Councillor Kelly Vandenberghe
 - (Alternate) Councillor Larry Wanchuk

- 24. Town of Beaumont Recreation Facilities Steering Committee (Aqua-Fit Phase 2 & Mother d'Youville Facilities Project Steering Committee)**
- Councillor Rick Smith
- Councillor Kelly-Lynn Lewis
- 25. Warburg Seed Cleaning Co-op Ltd. (Board of Directors)**
- Councillor Glenn Belozar
- (Alternate) Councillor Ray Scobie
- 26. West Central Airshed Society**
- Councillor Ray Scobie

Carried Unanimously

Recess

423-18 Councillor Wanchuk – that the Organizational meeting be recessed to accommodate the Committee of the Whole meeting.

Carried Unanimously

The meeting recessed at 10:05 a.m.

Reconvene Meeting

The Organizational meeting reconvened at 11:49 a.m. with Mayor Tanni Doblanko and Council Members Rick Smith, Kelly-Lynn Lewis, Kelly Vandenberghe, Larry Wanchuk, Glenn Belozar and Ray Scobie present.

Also present when the meeting were:

- Rick Thomas, Deputy County Manager;
- Renee Klimosko, General Manager of Financial, Corporate & Assessment Services;
- Grant Bain, Director of Planning and Development;
- Joyce Gavan, Recording Secretary;
- Megan Candie, Communications Coordinator

Members-at-Large – Leduc County External Boards and Committees

424-18 Councillor Vandenberghe -- that Leduc County Council authorizes administration to advertise for the following public member at large vacancy expiring December 31, 2018 for External Boards & Committees:

- Edmonton International Airport Noise Advisory Committee
- one member Community at Large – expiring December 31, 2020

Carried Unanimously

Appointment of Solicitor

425-18 Councillor Smith -- that Leduc County Council appoints the firm Brownlee LLP as the primary, but not exclusive, solicitors for Leduc County for the year 2019.

Carried Unanimously

Appointment of Returning Officer - 2019

426-18 Councillor Smith -- that Gale Miller be appointed as the Leduc County Returning Officer for 2019.

Carried Unanimously

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Regular Meeting Dates

427-18 Councillor Vandenberghe -- that Council establish the Regular Meeting Dates as follows:

- 1) Committee of the Whole – the first, second and fourth Tuesday of each month commencing at 10:00 a.m. (or at the call of Chair), and,
- 2) Regular Council – the first, second and fourth Tuesday of each month commencing at 1:30 p.m., and
- 3) Council Workshop – the third Tuesday morning commencing at 10:00 a.m.; and fourth Thursday of each month commencing at 10:00 a.m. (or at the call of Chair).
- 4) Public Works Committee Meetings - the second Monday of each month, commencing at 1:30 p.m., or at the call of the Chair.
- 5) Agricultural Service Board Meetings - to commence at 9:00 a.m. the second Monday of the months January, March, April, June, September, November and December, or at the call of the Chair.
- 6) Subdivision Authority Meetings - the third Tuesday of each month, commencing at 1:30 p.m.; and if required the fourth Monday of each month, commencing at 10:00 a.m., or at the call of the Chair.

Carried Unanimously

Policies:

Councillor Authority and Commitment Policy GS-01

Councillor Fees and Expenses Policy GS-02

Councillor Convention and Registration Policy GS-03

Recognition/Commemorations Policy GS-04

428-18 Councillor Vandenberghe -- that Leduc County Council refers the following Policies to the Municipal Policy Review Committee:

- Council Authority and Commitment Policy GS-01
- Councillor Fees and Expenses Policy GS-02
- Councillor Convention and Registration Policy GS-03
- Recognition/Commemorations Policy GS-04

Carried Unanimously

Proclamations

Mrs. Renee Klimosko, General Manager of Financial and Corporate Services, provided a report on the Proclamation Policy.

429-18 Councillor Lewis -- that consideration of the Proclamations Policy CM-03 be referred to Municipal Policy Review Committee.

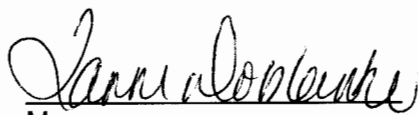
Carried Unanimously

Adjournment

430-18 Councillor Wanchuk -- that the County Council Organizational meeting be adjourned.

Carried Unanimously

The County Council Organizational Meeting concluded at 12:03 p.m.


Mayor


County Manager