

**COUNCIL ORGANIZATIONAL MINUTES
WOODLANDS COUNTY
October 16, 2018**

The organizational meeting of the Council for Woodlands County was held on Tuesday, October 16, 2017 at the Regional Municipal Office in Fort Assiniboine, Alberta, commencing at 9:00 a.m.

**MEMBERS
PRESENT:**

S. Bonnett	J. Burrows
R. Govenlock	D. Kluin
D. McQueen	B. Prestidge
J. Rennie, Mayor	

**IN
ATTENDANCE:**

P. Vincent, Interim Chief Administrative Officer
S. Wharton, Executive Assistant

**CALLED
TO ORDER:**

The meeting was called to order P. Vincent, Interim Chief Administrative Officer at 9:16 a.m.

P. Vincent, Interim Chief Administrative Officer reviewed the voting process with Council.

APPOINTMENT OF CHIEF ELECTED OFFICIAL

P. Vincent called a 1st time for nominations for the position of Mayor.

Councillor Kluin nominated Councillor Rennie.

P. Vincent called a 2nd time for nominations for the position of Mayor.

P. Vincent called a 3rd time for nominations for position of Mayor.

C-15-690-18

MOVED by Councillor McQueen that nominations cease for the position of Mayor of Woodlands County.

UNANIMOUSLY CARRIED

P. Vincent declared Jim Rennie as Mayor of Woodlands County.

P. Vincent administered Oath of Office for position of Mayor for the 2018-19 term.

Mayor Rennie assumed the chair.

APPOINTMENT OF DEPUTY MAYOR – ROTATION SCHEDULE

C-15-691-18

MOVED by Councillor Burrows that Council appoint Councillor Kluin to serve from November 2018 to February 2019, Councillor McQueen to serve from March 2019

to June 2019 and Councillor Prestidge to serve from July 2019 to October 2019 as the deputy mayor.

UNANIMOUSLY CARRIED

P. Vincent administered Oath of Office for positions of Deputy Mayor for the 2018-19 term.

DRAW FOR SEATING

C-15-692-18

MOVED by Councillor Burrows that Council accept the current seating arrangements for this term.

UNANIMOUSLY CARRIED

ESTABLISHMENT OF REGULAR MEETING DATES, TIMES & LOCATIONS

Council reviewed P. Vincent's report relative to the establishment of regularly scheduled meeting date, times and prospective locations.

C-15-693-18

MOVED by Councillor Govenlock that Council hold regularly scheduled meetings at the Whitecourt Municipal Office during the months of November 2018, January 2019, March 2019, May 2019, July 2019 and September 2019 and at the Fort Assiniboine Regional Municipal Office during the months of December 2018, February 2019, April 2019, June 2019, August 2019 and October 2019 as outlined below:

Woodlands County Council Meetings		
<u>Date</u>	<u>Time</u>	<u>Location</u>
2018:		
Nov 6	7 p.m.	Whitecourt
Nov 27	9:30 a.m.	Whitecourt
Dec 4	7 p.m.	Fort Assiniboine
Dec 18	9:30 a.m.	Fort Assiniboine
2019:		
Jan 1 - CANCELLED	7 p.m.	Whitecourt
Jan 15	9:30 a.m.	Whitecourt
Feb 5	7 p.m.	Fort Assiniboine
Feb 19	9:30 a.m.	Fort Assiniboine
Mar 5	7 p.m.	Whitecourt
Mar 19	9:30 a.m.	Whitecourt
April 2	7 p.m.	Fort Assiniboine
Apr 16	9:30 a.m.	Fort Assiniboine



May 7	7 p.m.	Whitecourt
May 21	9:30 a.m.	Whitecourt
June 4	7 p.m.	Fort Assiniboine
June 18	9:30 a.m.	Fort Assiniboine
July 2	7 p.m.	Whitecourt
July 16	9:30 a.m.	Whitecourt
Aug 6	7 p.m.	Fort Assiniboine
Aug 20	9:30 a.m.	Fort Assiniboine
Sept 3	7 p.m.	Whitecourt
Sept 17	9:30 a.m.	Whitecourt
Oct 1	7 p.m.	Fort Assiniboine
Oct 15	9:30 a.m.	Fort Assiniboine

UNANIMOUSLY CARRIED

APPOINTMENT OF CHAIR FOR THE AGRICULTURE SERVICES BOARD

In accordance with Section 3 of the Agriculture Services Board Act Council discussed the appointment of a Chair for the Agriculture Services Board.

Mayor Rennie called a 1st time for nominations for the position of Chair of the Agriculture Services Board.

Councillor Kluin nominated Councillor McQueen.

Mayor Rennie called a 2nd time for nominations for the position of Chair of the Agriculture Services Board.

Mayor Rennie called a 3rd time for nominations for position of Chair of the Agriculture Services Board.

C-15-694-18

MOVED by Councillor Govenlock that nominations cease for the position of Chair of the Agriculture Services Board.

UNANIMOUSLY CARRIED

C-15-695-18

MOVED by Councillor Kluin that Council appoint Councillor McQueen as Chair of the Agriculture Services Board for a term of one year.

UNANIMOUSLY CARRIED

APPOINTMENT OF SIGNING OFFICERS

Council reviewed P. Vincent's report with respect to the official appointment of signing officers for Woodlands County.

C-15-696-18

MOVED by Councillor Burrows that Council authorizes the Mayor, or in the absence of the Mayor, the Deputy Mayor, or in the absence of the Deputy Mayor, any Councillor to sign negotiable instruments on behalf of Woodlands County.

UNANIMOUSLY CARRIED

APPOINTMENT OF COUNCIL REPRESENTATIVES TO COMMITTEES

Council reviewed the Woodlands County Committee List and discussed their current appointments to each committee as well as those committees that are no longer in existence and/or defunct and should be removed from the list.

C-15-697-18

MOVED by Councillor Burrows that Council adopt the 2018–2019 Woodlands County Committee List for the appointments of Councillors to committees as amended.

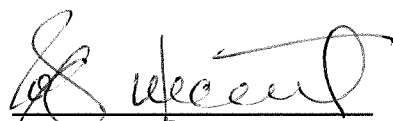
UNANIMOUSLY CARRIED


A copy of the Woodlands County 2018/2019 Committee List is attached hereto and shall form a part of the Woodlands County Official Organizational Meeting minutes.

ADJOURNMENT: C-15-698-18

MOVED by Councillor McQueen that the Woodlands County Organizational meeting be adjourned at 9:48 a.m.

UNANIMOUSLY CARRIED

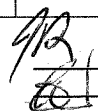


Secretary


Mayor

**WOODLANDS COUNTY
2018/ 2019 COUNCIL COMMITTEE LIST**

COMMITTEE, BOARD, SOCIETY OR COMMISSION <i>(Members, Restrictions & Term)</i> <i>1 year term unless noted otherwise</i>	Sylvia Bonnett	John Burrows	Ron Govenlock	Dale Kluin	Dale McQueen	Bruce Prestidge	Jim Rennie
WOODLANDS COUNTY COMMITTEES							
Agriculture Services Board (ASB) Meets 2 nd Tuesday – 2 nd month alternates between Whitecourt & Fort Assiniboine <i>(4 Councillors, 1 Alternate, 3 Members at Large)</i>	X		X	X	X		
Agriculture Services Board Appeals Committee Meets as required <i>(2 Councillors, 1 Alternate, 1 member at large)</i>		X				X	
Airport Advisory Committee Meets as required in Whitecourt <i>(2 Councillors – 1 Alternate, also has representatives from airport users)</i>			X			X	A
Anselmo Agricultural Society Meets approx. 10 times/year <i>(1 Councillor)</i>	X						
Blue Ridge Community League Meets 2 nd Monday @ 7pm at Blue Ridge Hall <i>(1 Councillor)</i>						X	
Economic Development Committee (EDC) Meets 3 rd Thursday @ 10 am at Woodlands County Municipal Office Whitecourt <i>(3 Councillors, 4 Members at Large)</i>		X		X		X	A
Fort Assiniboine Agricultural Society <i>(1 Councillor)</i>				X			
Fort Assiniboine School Liaison Committee Meets as required <i>(1 Councillors, 1 alternate)</i>				X	A		
Goose Lake Community League Meets once a month <i>(1 Councillor)</i>					X		
Human Resources Committee Meets as required <i>(3 Councillors)</i>	X		X			X	
Joint Liaison Committee Typically meets at 7:00 am at Green Gables Restaurant once a month <i>(3 Councillors)</i>		X	X			A	X
Municipal Planning Commission Meets 1 st & 3 rd Wed. at 5 pm <i>(4 Councillors, 3 Members at Large) -</i>			X	X	X	X	
Topland Community League Meets once a month – adjourns in summer months					X		

Presiding Officer's Initials
Designated Officer's Initials

<p align="center">COMMITTEE, BOARD, SOCIETY OR COMMISSION (Members, Restrictions & Term) <i>1 year term unless noted otherwise</i></p>	Sylvia Bonnett	John Burrows	Ron Govenlock	Dale Kluin	Dale McQueen	Bruce Prestidge	Jim Rennie
<i>(1 Councillor)</i>							
Veterinary Services Incorporated (V.S.I) Committee Meets once in the Fall <i>(1 Councillor– Must be an ASB Member)</i>					X		
Woodlands County Community Services Committee Meets 2 nd Thursday @ 5 pm in Whitecourt <i>(3 Councillors + 1 alternate, 4 Members at Large)</i>		A		X	X	X	
Woodlands County Library Board Meets every 2 nd month <i>maximum 2 Councillors</i>	X				X		
Subdivision Development Appeal Board Meets as required <i>(1 Councillors, , 4 member at large)</i>	X						
West Whitecourt/Airport Area – Area Structure Plan Committee Meets as required <i>(3 Councillors)</i>		X	X				X
OTHER MUNICIPALITY COMMITTEES							
BARCC (RURAL CRIME WATCH COMMITTEE) <i>(1 Councillor)</i>					X		
West End Bus Meets quarterly at Town Office in Mayerthorpe <i>(2 Councillor s)</i>	X					X	
Whitecourt & Area Winter Recreation Committee As required <i>(1 Councillor & alternate)</i>		A					X
Whitecourt Community Services Advisory Board Meets 2 nd Tues @ Millar Centre <i>(1 Councillor/1 Alternate)</i>	X		A				
Whitecourt & Woodlands Tourism Meets 2 nd Tuesday every 2 nd month @ 11 am at FIC <i>(2 Councillors, 1 Alternate, 1 Member At Large)</i>		X		A			X
Whitecourt Performing Arts Steering Committee Monthly – as required <i>(1 Councillor + 1 alternate)</i>	X						A
Whitecourt Protective Services Committee Meets once per month <i>(1 Councillor – 1 Alternate)</i>			X				
Whitecourt Regional Forest Advisory Committee Meets 4 th Tues of January, March, May Sept & November <i>(1 Councillor)</i>						X	
Whitecourt Regional Solid Waste Management Authority Meets 1 st Thursday of every 3 rd month <i>(2 Councillors)</i>	X	X	A				

Presiding Officer's Initials
Designated Officer's Initials



COMMITTEE, BOARD, SOCIETY OR COMMISSION (Members, Restrictions & Term) <i>1 year term unless noted otherwise</i>	Sylvia Bonnett	John Burrows	Ron Govenlock	Dale Kluin	Dale McQueen	Bruce Prestidge	Jim Rennie
Hospice Ad Hoc Committee Monthly meetings (2 Councillors)			X				X
Museum & Black Smith Shop Ad Hoc Committee (1 Councillor)		X					
Training Needs Analysis Ad Hoc Committee w/ Town (1 Councillor & alternate)		A					X
Golden Triangle Meets 3-4 times a year (1 Councillor)							X
OUTSIDE AGENCIES							
Alberta CARE Committee Meets 1-2 times per year (1 Councillor, 1 Alternate)	A				X		
Barrhead & District Social Housing Authority Meets 4 th Tuesday @ 1 pm monthly in Barrhead (1 Councillor) – NO Alternate Allowed				X			
Community Futures Board (Formerly YEBDC) Meets every 2 nd month on the 4 th Thurs @ 6pm supper provided at their office in Whitecourt (1 Councillor/1 Alternate)		X					
Eagle Tower Victim Services Meets 3 rd Tuesday fr. 4:30-6 pm McLeod Room at Woodlands County (1 Councillor)						X	
Grizzly Reg. Economic Alliance General Assembly (GROWTH) Meets once/month & rotates through the various communities (1 Councillor, 1 Alternate)				X			
Lac Ste. Anne Foundation Meets 2 nd Wed. @ 5pm alternates between Whitecourt & Mayerthorpe (1 Councillor)	X		A				
Millar Western Public Advisory Committee (PAC) Meets 4x/yr @ Millar training centre, on Whitecourt mill site. (1 Councillor)						X	
Whitecourt Mountain Bike Association As required. (2 Councillors)			X				X
Whitecourt Business Support Network Monthly - Every 3 rd Wednesday (1 Councillor)							X
Whitecourt & District Agricultural Society (1 Councillor)		X					
Whitecourt & District Chamber of Commerce		X					X

<p align="center">COMMITTEE, BOARD, SOCIETY OR COMMISSION (Members, Restrictions & Term)</p> <p align="center"><i>1 year term unless noted otherwise</i></p>	Sylvia Bonnett	John Burrows	Ron Govenlock	Dale Kluin	Dale McQueen	Bruce Prestidge	Jim Rennie
Meets 2 nd Weds. @11:30-1 at Mama Grays Catering – Scott Safety Arena <i>(1 Councillor)</i>							
Whitecourt & District Library Board Meets 3 rd Tuesday at 7 pm at Library <i>(1 Councillor - 3 Year)</i>	X						
Yellowhead Regional Library Board (YRL) Meets 3x/ year in March, June and November at their Spruce Grove office from 10:00 a.m. - 1:00 p.m. (lunch is provided). <i>(1 Councillor)</i>	X						
Youth Advisory Committee Meetings every 2 months at 4 pm at Millar Centre with additional meetings for Career and Education Expo <i>(1 Councillor + 1 alternate)</i>		X					A