

VILLAGE OF CAROLINE COUNCIL

Minutes of Organizational Meeting of Village Council, Province of Alberta, held on Friday, October 18, 2019 in the Council Chambers of the Village Office, 5004-50 Avenue, Caroline, Alberta.

Attendance: Councillors Kim Ceasor, Mary Bugbee, John Rimmer, Bill Sumyk; Corby Parsons

Absent: None

Staff: CAO Melissa Beebe, Assistant Administrator Lyndsay Hindbo

**1. Call to Order**

CAO Beebe called the meeting to order at 3:13pm.

**2. Adoption of Agenda**

Motion 286 10 19

Moved by Councillor Bugbee to adopt agenda as presented.

CARRIED

**3. Appointments**

3.1. Mayor

The CAO called for nominations for the mayor appointment and received nominations of two candidates that were voted on through a secret ballot.

Motion 287 10 19

Moved by Councillor Ceasor to appoint John Rimmer as Mayor based on secret ballot results.

CARRIED

The CAO passed the meeting over to the Mayor.

3.2. Deputy Mayor

The Mayor called for nominations for the deputy mayor appointment and received nominations of two candidates and called for a vote.

Motion 288 10 19

Moved by Councillor Sumyk to appoint Kim Ceasor as Deputy Mayor based on vote results of council.

CARRIED

3.3. FOIP Coordinator

Motion 289 10 19

Moved by Councillor Ceasor to appoint the CAO or designate as FOIP Coordinator.

CARRIED

3.4. Tri-Council Committee

Motion 290 10 19

Moved by Councillor Ceasor to table appointing to Tri-Council Committee until further governing documents are investigated.

CARRIED

3.5. Caroline & District Recreation and Ag Society \*Recommend to table until Society Governing Documents Reviewed by Council

Motion 291 10 19

Moved by Councillor Ceasor to table appointment until further governing documents are investigated.

CARRIED

3.6. Clearwater Regional Emergency Management Advisory Committee

Motion 292 10 19

Moved by Councillor Ceasor to appoint Councillor Bugbee to Clearwater Regional Emergency Management Advisory Committee (CREMA).

CARRIED

3.7. Clearwater Regional Fire Rescue Advisory Committee (CRFRS)

Motion 293 10 19

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Moved by Councilor Ceasor to appoint Councilor Rimmer to Clearwater Regional Fire Rescue Advisory Committee (CRFRS).

CARRIED

3.8. Disaster Services Elected Official Committee

Motion 294 10 19

Moved by Councilor Sumyk to appoint Mayor Rimmer, Councilors Ceasor and Bugbee to Disaster Services Elected Officials Committee.

CARRIED

3.9. Rocky Senior Housing Council

Motion 295 10 19

Moved by Councilor Ceasor to appoint Councilor Bugbee to Rocky Senior Housing Council.

CARRIED

3.10. Rocky Mountain Regional Solid Waste Authority (RMRSWA)

Motion 296 10 19

Moved by Councilor Ceasor to appoint Councilor Sumyk to Rocky Mountain Regional Solid Waste Authority (RMRSWA).

CARRIED

3.11. Inter-municipal Collaboration Committee (ICC)

Motion 297 10 19

Moved by Councilor Ceasor to table appointments to Tri-Council Committee until further governing documents are investigated.

CARRIED

3.12. Family Community Support Services Board

Motion 298 10 19

Moved by Councilor Ceasor to appoint Councilor Bugbee to Family Community Support Service Board.

CARRIED

3.13. Neighborhood Place \*Recommend to table until Agency Governing Documents Reviewed by Council

Motion 299 10 19

Moved by Councilor Ceasor to appoint Bugbee to Neighborhood Place and have appointee bring back governing documents to council for review.

CARRIED

3.14. Caroline Municipal Library Board/Parkland Regional Library Board

Motion 300 10 19

Moved by Councilor Ceasor to appoint Councilor Parsons to the Caroline Municipal Library and Parkland Regional Library board.

CARRIED

3.15. Clearwater Community Policing Advisory Committee \*Recommend to table until Agency Governing Documents Reviewed by Council

Motion 301 10 19

Moved by Councilor Ceasor to appoint Councilor Sumyk to Clearwater Community Policing Advisory Committee (CCPAC).

CARRIED

3.16. Hospital Committee

Motion 302 10 19

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Moved by Councilor Ceasor to table appointment of the Mayor to the Hospital Committee until Agency Governing documents are reviewed on viability of committee.

CARRIED

3.17. Municipal Planning Commission

Motion 303 10 19

Moved by Councilor Ceasor to appoint Councilors: Ceasor, Rimmer, and Sumyk with Councilor Parsons as alternate.

CARRIED

3.18. Chamber of Commerce

Motion 304 10 19

Moved by Councilor Ceasor to appoint Councilor Sumyk to the Chamber of Commerce and have appointee bring back governing documents to council for review.

CARRIED

3.19. West Country Family Services

Motion 305 10 19

Moved by Councilor Bugbee to appoint Councilor Ceasor to West Country Family Services and have appointee bring back governing documents to council for review.

CARRIED

**4. 2017/2018 ADDITIONS/CHANGES**

4.1. FogDog Technology Investigative Committee (2018 Addition) \*\*Bylaw Required per MGA Sec. 145

Motion 306 10 19

Moved by Councilor Sumyk to terminate the FogDog Technology Investigative Committee and maintain removal of the following committees and appointments:

- a) Sundre Forest Products Public Involvement Round Table (SPIRT) (Removed 2017/18)
- b) Clearwater Housing Steering Committee (Removed 2017/18)
- c) Sundre Petroleum Operators Group (SPOG) Community Affairs Committee (Removed 2017/18)

CARRIED

**5. EXTERNAL CONTRACTED CONSULTATION APPOINTMENTS:**

5.1. Assessor – Wildrose Assessment Services

Motion 307 10 19

Moved by Councilor Rimmer to appoint Rod Vikse, Wildrose Assessment Services as the assessor for the Village.

CARRIED

5.2. Banking Institution - ATB Financial

Motion 308 10 19

Moved by Councilor Ceasor to maintain ATB Financial as the Banking Institution for the Village.

CARRIED

5.3. Engineering – Stantec Inc.

Motion 309 10 19

Moved by Councilor Parsons to maintain Stantec Inc as the Engineering Firm for the Village of Caroline.

4 in Favor

Councilor Rimmer Opposed

**6. MUNICIPAL ASSOCIATION MEMBERSHIPS**

6.1. Central Alberta Economic Partnership (CAEP)

Motion 310 10 19

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Moved by Councilor Bugbee to continue and maintain the Central Alberta Economic Partnership (CAEP) municipal association membership for the 2019/2020 term.

CARRIED

6.2. Federation of Canadian Municipalities (FCM)

Motion 311 10 19

Moved by Councilor Rimmer to reinstate the Federation of Canadian Municipalities (FCM) municipal association membership for the 2019/2020 term.

CARRIED

6.3. Alberta Urban Municipalities Association (AUMA)

Motion 312 10 19

Moved by Councilor Sumyk to continue and maintain the Alberta Urban Municipalities Association (AUMA) municipal association membership for the 2019/2020 term.

CARRIED

Mayor Rimmer passed the meeting over to Deputy Mayor Ceasor and withdrew from meeting at 3:35 pm.

**7. MEETING SCHEDULE**

7.1. Council Meeting Schedule

Motion 313 10 19

Moved by Councilor Parsons to maintain meetings on first and third Fridays of the month starting at 1:00 pm, with exception for the months of December, July, and August; which will be reduced to one meeting held on the second Friday of each month starting at 1:00 pm.

CARRIED

7.2. Council Meeting and Municipal Office Location

Motion 314 10 19

Moved by Councilor Sumyk that council meetings will be held in Council Chambers at the Village Administrative Office located at 5004-50 Ave Caroline AB.

CARRIED

**8. MEMBERS AT LARGE (Volunteer Honorarium)**

8.1. Library Board (2) (Two application received)

Motion 315 10 19

Moved by Councilor Parsons to appoint Deidre McAngus and Cheryl Dezell to the Caroline Library Board for a three term as outlined in the Library committee regulations.

CARRIED

8.2. FCSS Board (1)

Motion 316 10 19

Moved by Councilor Sumyk to table and continue to advertise to fill the vacancy for FCSS member at large position.

CARRIED

**9. COUNCIL GOVERNING DOCUMENTS**

9.1. Member of Council Policy

9.2. Code of Conduct

9.3. Procedural Bylaw

Motion 317 10 19

Moved by Councilor Sumyk to continue with the current Member of Council Policy, Code of Conduct Bylaw and Procedural bylaw as presented.

CARRIED

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**10. Adjournment**

Motion 318.10.19

Moved by Councillor Sumyk to adjourn the organizational meeting.

CARRIED

Time of Adjournment: 3:54 pm.

  
\_\_\_\_\_  
MAYOR

  
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CHIEF ADMINISTRATIVE OFFICER