



Town of Blackfalds  
**ORGANIZATIONAL MEETING**  
**Tuesday, October 26, 2021 at 7:00 p.m.**  
**Council Chambers, Civic Centre 5018 Waghorn Street**  
**MINUTES**

A Organizational Council Meeting for the Town of Blackfalds was held on Tuesday, October 26, 2021, commencing at 7:00 p.m.

#### **MEMBERS PRESENT**

Mayor Jamie Hoover  
Deputy Mayor Marina Appel  
Councillor Brenda Dennis  
Councillor Jim Sands  
Councillor Rebecca Stendie  
Councilor Laura Svab

#### **ATTENDING**

Myron Thompson, CAO  
Sean Barnes, Director of Community Services  
Preston Weran, Director of Infrastructure and Property Services  
Justin de Bresser, Director of Corporate Services  
Sue Bornn, Manager of FCSS  
Miranda Cooper, Manager of Communications  
Shelby Craig, Communications Coordinator  
Cara Kroetsch, Volunteer Programmer  
Kalina Van Winssen, Executive Assistant  
S. Sgt. Dan Martin, RCMP

#### **REGRETS**

Councillor Amanda Valin

#### **MEDIA**

None

#### **PUBLIC**

None

#### **CALL TO**

**ORDER:** CAO Thompson called the Organizational Council Meeting to order at 7:00 p.m.

#### **TREATY SIX LAND ACKNOWLEDGEMENT**

A Land Acknowledgement was read to recognize that the Town of Blackfalds is on Treaty Six territory.

#### **ADOPTION OF AGENDA**

**321/21** Councillor Svab moved that Council adopt the October 26, 2021 agenda as amended by adding item 11.2 Wolf Creek Boundary and Grade Advisory Committee.

**CARRIED UNANIMOUSLY**

#### **OFFICIAL OATH OF OFFICE**

##### **Swearing in Ceremony**

All Council members completed their Oath of Office with S. Sergeant Dan Martin swearing them in.

##### **Commissioner of Oaths**

Administration advised that all Councillors are Commissioners for Oaths, which empowers them to administer oaths and take and receive affidavits, affirmations and declarations in Alberta, for use in Alberta.



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### **GENERAL DUTIES AND GUIDELINES OF CONDUCT**

The following documents were provided to Council and Administration provided a verbal explanation:

- Council Procedural Bylaw 1237.19 – General Duties of Councillors and Chief Elected Official Guidelines of Conduct
- Code of Conduct and Ethics for Elected Officials Bylaw 1226.18
- Municipal Affairs – Municipal Councillors Guidelines for Conflict of Interest
- Municipal Affairs - Pecuniary Interest
- Municipal Affairs - "What Every Councillor Needs to Know"
- Municipal Government Act
- Robert's Rules of Order
- Parliamentary Procedure Motions Guide

### **SETTING OF REGULAR MEETING AND STANDING COMMITTEE DATES AND TIMES**

Council accepted the 2021-2022 schedule as follows:

- 322/21** Deputy Mayor Appel moved that Council accept the 2021 - 2022 schedule where Town of Blackfalds Regular Council meetings are held on the second and fourth Tuesday of each month commencing at 7:00 pm in Council Chambers at the Municipal Office and that the meeting of December 28<sup>th</sup> be cancelled due to being a statutory holiday.

**CARRIED UNANIMOUSLY**

- 323/21** Councillor Svab moved that Council move to approve that the Town of Blackfalds Standing Committee Meetings be held every third Monday commencing at 7:00 pm, with no meeting in February due to the third Monday falling on a statutory holiday and the April meeting scheduled for Tuesday the 19<sup>th</sup> due to the 18<sup>th</sup> being a statutory holiday, and as well as the cancellation of the August summer meeting.

**CARRIED UNANIMOUSLY**

### **APPOINTMENT OF DEPUTY MAYOR**

CAO Thompson reviewed with Council process and the administrative recommendation for the appointment of the Deputy Mayor.

- 324/21** Councillor Svab moved that Council move to set the Deputy Mayor rotation terms commencing with the longest serving Council member and then assigned alphabetically in eight (8) month terms with the order of appointments as follows:

Councillor Appel November 2021- June 2022  
Councillor Stendie July 2022 – February 2023  
Councillor Svab March 2023 – October 2023  
Councillor Dennis November 2023 – June 2024  
Councillor Sands July 2024 – February 2025  
Councillor Valin March 2025 – October 2025

**CARRIED UNANIMOUSLY**

### **COUNCIL REMUNERATION AND COMPENSATION POLICY**

CAO Thompson noted that updated rates for the Remuneration and Compensation Policy provided to Council were approved at the August 10<sup>th</sup> Council Meeting, however these will be formally approved at the upcoming November 9<sup>th</sup> Council Meeting. CAO Thompson reviewed the rates with Council.



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## CONFERENCE ATTENDANCE

### FCM Attendance

The Federation of Canadian Municipalities annual Conference has been attended by Blackfalds Council and the CAO for the past 13 years. This annual Conference brings together municipal leaders from across Canada and offers participants the opportunity to learn from each other, network with peers and build productive working relationships, along with the opportunity to attend valuable workshops and webinars.

**325/21** Councillor Svab moved that Council approve attendance for the Mayor and CAO along with two Councillors as follows:

- |  |   |
|--|---|
| 1. Regina, SK<br>June 2 - June 5, 2022                   | Mayor, CAO<br>Councillor Dennis                       |
| 2. Toronto, Ont.<br>1 <sup>st</sup> weekend of June 2023 | Mayor, CAO<br>Deputy Mayor Appel & Councillor Stendie |
| 3. Calgary, AB<br>1 <sup>st</sup> weekend of June 2024   | Mayor, CAO<br>All of Council                          |
| 4. Ottawa, Ont.<br>1 <sup>st</sup> weekend of June 2025  | Mayor, CAO<br>Councillor Sands & Councillor Svab      |

### AUMA Attendance

The AUMA Convention is held each fall, typically in Edmonton or Calgary, with attendance from Albertan municipalities, dignitaries, speakers and trade show presenters. The 2021 AUMA Convention & AMSC Trade Show will be held from November 17<sup>th</sup> to the 19<sup>th</sup> at the Edmonton Convention Centre.

**326/21** Councillor Dennis moved that all of Council and the CAO will attend the 2021 AUMA Convention in Edmonton taking place from November 17<sup>th</sup> to 19<sup>th</sup>.

## TOWN BOARD APPOINTMENTS – MEMBER AT LARGE & COUNCIL APPOINTMENTS

**327/21** Councillor Stendie moved to accept the Members at Large appointments to the Town Boards as follows:

- 1. Economic Development and Tourism Advisory Committee:**  
To appoint: Joshua McQueen, Ray Olfert
- 2. Family and Community Social Services Board:**  
To appoint: Dena Thomas, Sheila Giffin, Trish Willis
- 3. Municipal Library Board:**  
To appoint: Marjorie Tyess, Caitlin Ranger, Ray Olfert
- 4. Recreation, Culture and Parks Board:**  
To appoint: Jill Bried
- 5. Policing Committee:**  
To appoint: Mason Sarrasin  
To re-appoint: Sheila Giffin
- 6. Municipal Planning Commission:**  
To appoint: Trish Willis  
To re-appoint: Alejandro Garcia Miranda
- 7. Subdivision and Development Appeal Board:**  
To appoint: Joshua McQueen, Marjorie Tyess  
To re-appoint: Tennielle Gilchrist, Robert Hogan, Craig Schroh



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**328/21** Councillor Svab moved to accept the Council appointments to the Town Boards as follows:

- 1. Economic Development and Tourism Advisory Committee:**
  1. Deputy Mayor Appel
  2. Councillor Dennis
- 2. Family and Community Social Services Board:**
  1. Councillor Stendie
  2. Councillor Sands
- 3. Municipal Library Board:**
  1. Councillor Svab
  2. No second Councillor appointed
- 4. Recreation, Culture and Parks Board:**
  1. Councillor Stendie
  2. Councillor Svab
- 5. Policing Committee:**
  1. Deputy Mayor Appel
  2. Councillor Svab
- 6. Municipal Planning Commission:**
  1. Councillor Svab - CHAIR
  2. Councillor Sands
  3. Councillor Dennis – VICE CHAIR
- 7. Municipal Emergency Management Agency:**
  1. Councillor Stendie
  2. Councillor Appel

**COUNCIL APPOINTMENTS TO OUTSIDE BOARDS**

**329/21** Councillor Dennis moved the acceptance of the Council appointments to outside boards to the end of 2021 term as follows:

- 1. Lacombe Foundation Board:**
  1. Mayor Hoover
  2. Councillor Dennis - Alt
- 2. Inter-Municipal Development Plan Board (IDP):**
  1. Councillor Stendie
  2. Councillor Sands
  3. Councillor Appel – Alt
- 3. Intermunicipal Collaboration Framework (ICF):**
  1. Councillor Stendie
  2. Mayor Hoover
  3. Councillor Appel - Alt
- 4. Blackfalds Chamber of Commerce Board:**
  1. Councillor Appel
  2. Councillor Stendie - Alt
- 5. Central Alberta Economic Partnership (CAEP):**
  1. Mayor Hoover
  2. Councillor Dennis - Alt
- 6. Parkland Regional Library:**
  1. Councillor Svab
  2. Councillor Dennis - Alt
- 7. Iron Ridge Elementary Campus Blackfalds School Parent Council:**
  1. Councillor Dennis
  2. Councillor Appel – Alt



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8. **Iron Ridge Intermediate Campus Blackfalds School Parent Council:**
  1. Mayor Hoover
  2. No alternate appointed
9. **Iron Ridge Junior Campus Blackfalds School Parent Council:**
  1. Councillor Svab
  2. Mayor Hoover - Alt
10. **St. Gregory the Great Catholic School Parent Council:**
  1. Mayor Hoover
  2. No alternate appointed
11. **Central Alberta Trails Society (CARTS):**
  1. Mayor Hoover
  2. No alternate appointed
11. **North Red Deer River Water Commission (NRDRWC):**
  1. Mayor Hoover
  2. Deputy Mayor Appel – Alt
12. **North Red Deer Regional Wastewater Services Commission (NRDRWWSC):**
  1. Mayor Hoover
  2. Deputy Mayor Appel – Alt
13. **Lacombe Regional Emergency Partnership Plan Advisory Committee (LREMP):**
  1. Councillor Sands
  2. Councillor Stendie - Alt
14. **Red Deer River Municipal Users Group (RDRMUG):**
  1. Councillor Appel
  2. No alternate appointed
15. **Red Deer River Watershed Alliance:**
  1. Mayor Hoover
  2. Councillor Sands - Alt
16. **Lacombe County Fire Services Partnership Advisory Committee:**
  1. Councillor Svab
  2. Councillor Dennis – Alt
17. **Wolf Creek Boundary and Grade Advisory Committee:**
  1. Planning Manager Jolene Tejkl

**CARRIED UNANIMOUSLY**

**COUNCIL ORIENTATION**

CAO Thompson reviewed Council Orientation information with Council.

**ADJOURNMENT**

Mayor Hoover adjourned the meeting at 8:50 p.m.

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Jamie Hoover, Mayor

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Myron Thompson, CAO