



Organizational Council Meeting

DATE: October 22, 2019

TIME: 5:00 PM

PLACE: Council Chambers

## AGENDA

- A) Call to Order by Municipal Administrator
- B) Acceptance of Agenda
- C) Swearing in of Councilors – *Not Required*
- D) Election of Mayor - *Mayor Assumes Chair of the Meeting*
- E) Appointment of Deputy Mayor
- E) Dates and Times of Regular Council Meetings 2019-2020
- F) Appointments to Boards and Committees:  
Note:  
Any new applications will be distributed at the meeting.
- 1) Municipal Planning Commission  
3 appointments + 1 alternate - Meets as required. Meetings held at Village Office
- 2) Delburne Community Support Grant Committee  
1 appointment + 1 alternate - 1 or 2 meetings per year, as required, usually late winter or early spring. Meetings held at Village Office.
- 3) Red Deer and District F.C.S.S. Board  
1 appointment plus alternate- Monthly meetings, First Tuesdays, at Red Deer City Hall (5:30 PM, includes supper.)
- 4) Parkland Foundation  
1 appointment + 1 alternate – Third Wednesday of each Month, 4:30 PM at Bowden Town Hall or Autumn Glen Lodge
- 5) Delburne Elk Haven Management Body  
2 appointments + 1 alternate – meets quarterly
- 6) Parkland Regional Library Board  
1 appointment + 1 alternate - Meets quarterly or as directed by the Board



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- 7) Delburne Municipal Library Board  
1 appointment + 1 alternate - Meets monthly, at the Library, September through May. *(Usually the same representative as the Parkland Regional Library Board)*
- 8) Boomtown Trail  
1 Appointment + 1 alternate - Currently meets bi-monthly
- 9) Delburne & District Chamber of Commerce  
1 appointment + 1 alternate – Usually meeting the third Monday of the month at 5:30 PM
- 10) Delburne Neighborhood Place  
1 appointment + 1 alternate – meets monthly at the Village Office, day meetings
- 11) Central Alberta Economic Partnership (CAEP)  
1 appointment + 1 alternate – meets 3 or 4 times per year
- 12) Budget Committee  
All of Council
- 13) Red Deer River Basin/Water Management  
1 appointment + 1 alternate - Currently meeting in Drumheller either bi-monthly or quarterly.
- 14) Police Advisory Committee  
1 Appointment + 1 alternate for bi-monthly meetings – usually the second Thursday of the month
- 15) Emergency Management Committee  
1 appointment + 1 alternate + CAO for occasional Emergency Management meetings
- 16) Delburne & District Community Hall Board  
1 appointment + 1 alternate + Administration for monthly meetings (usually first Thursday of the month)
- 17) Central Alberta Waste Commission  
1 appointment for an occasional meeting
- 18) Highway 21 Corridor Crime Watch  
1 appointment + 1 alternate for monthly meetings



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- 19) Three Hills & Area Restorative Justice  
1 appointment + 1 alternate for bi-monthly meetings
- 20) Intermunicipal Committee (Intermunicipal Development Plan)  
2 appointments + 1 alternate for occasional meetings

I) Acknowledge Other Appointments:

1. Village Solicitor: *Currently Chris Warren – Warren Sinclair;  
Reynolds Mirth Richards Farmer*
2. Newspaper: *Currently Red Deer Advocate. Village also  
advertises in the Delburne & District News whenever possible.*
3. Emergency Management:  
Emergency Management Director: *Dan Marsellus*
4. Weed Inspector: *Gary Rusaw*
5. Appointments of Chief Administrative Officer:  
Development Officer  
Economic Development Officer  
Bylaw Enforcement Officer  
Business License Inspector  
Head of the Local Public body  
FOIP Coordinator
6. Village Auditor: *Gitzel & Company*

J) Members at Large

1. Delburne Community Support Grant Committee (6 Appointments):
  1. *Phillip Massier*
  2. *Mary Chaffin*
  3. *Darlene Dushanek*
  4. *Tracy Kozey*
  5. *Carol Craig*
  6. *Susan Nielsen*



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2. Delburne Municipal Library (10 Appointments):

- |                          |                           |
|--------------------------|---------------------------|
| 1. <i>Dawn McKenzie</i>  | 2. <i>Melanie Timms</i>   |
| 3. <i>Alice Lonsdale</i> | 4. <i>Tanya O'Donahue</i> |
| 5. <i>Deb Ellis</i>      | 6. <i>Lorna Goddard</i>   |

3. CAEP (1 Appointment):

1. *Karen Grant*

4. Economic Development Committee – not active

5. Budget Committee:

1. *Geoff Gunter*
2. *Bernice Danielson*

K) Adjournment