

Village of Delburne Council Minutes

Annual Organizational Meeting of October 15, 2024

A) Call to Order

The Mayor called the Annual Organizational Meeting to order at 5:00 p.m. in the Village Office with the following being present:

Councillors:	Jeff Bourne Kathy Faulk Andy Folks Ray Reckseidler Tim Wilson
Chief Administrative Officer:	Karen Fegan

B) Adoption of Agenda

#2024-258 Moved by Councillor R. Reckseidler that the Agenda for the October 15, 2024 Annual Organizational Meeting of Council for the Village of Delburne be adopted as presented.

CARRIED UNANIMOUSLY

C) Appointment of Deputy Mayor

#2024-259 Moved by Councillor K. Faulk that the term of Deputy Mayor be served quarterly as follows:

Councillor J. Bourne	– October 16, 2024 to January 31, 2025
Councillor K. Faulk	– February 1, 2025 to April 30, 2025
Councillor A. Folks	– May 1, 2025 to July 31, 2025
Councillor R. Reckseidler	– August 1, 2025 to October 19, 2025

CARRIED UNANIMOUSLY

D) Dates and Times of Regular Council Meetings 2024-2025

#2024-260 Moved by Councillor A. Folks that the Council meetings will be held on the 2nd and 4th Tuesday of the month with the meeting time of 5:00 PM as per dates set out in the attached schedule.

CARRIED UNANIMOUSLY



E) Council/Administration Appointments to Boards and Committees

- 1. Municipal Planning Commission** (*Whenever required*)
 - a. Mayor T. Wilson
 - b. Councillor K. Faulk
 - c. Councillor A. Folks
 - d. CAO K. Fegan
 - e. Alternate: Councillor R. Reckseidler
- 2. Delburne Community Support Grant** (*Meets twice/year*)
 - a. Councillor A. Folks
 - b. Deputy Administrator H. Overwater
 - c. Alternate: K. Faulk
- 3. Red Deer and District FCSS Board** (*Meets monthly*)
 - a. Councillor J. Bourne
 - b. Alternate: Councillor K. Faulk
- 4. Parkland Foundation** (*Meets monthly*)
 - a. Mayor T. Wilson
 - b. Alternate: Councillor J. Bourne
- 5. Parkland Regional Library** (*Meets quarterly*)
 - a. Councillor R. Reckseidler
 - b. Alternate: Councillor A. Folks
- 6. Delburne Municipal Library Board** (*Meets monthly*)
 - a. Councillor R. Reckseidler
 - b. Mayor T. Wilson
- 7. Delburne & District Chamber of Commerce** (*Meets monthly*)
 - a. Councillor A. Folks
 - b. Alternate: Councillor R. Reckseidler
- 8. Central Alberta Economic Partnership (CAEP)**
(*Meets twice/year*)
 - a. Mayor T. Wilson
 - b. CAO K. Fegan
 - c. Alternate: Councillor R. Reckseidler
- 9. Budget Committee** (*Meets when required*)
 - a. All of Council
- 10. Police Advisory Committee** (*Meets bi-monthly*)
 - a. Councillor J. Bourne
 - b. CAO K. Fegan
 - c. Alternate: Councillor K. Faulk



- 11. Regional Police Advisory Committee** (*Meets quarterly*)
 - a. Councillor J. Bourne
 - b. Alternate: Councillor K. Faulk

- 12. Emergency Management Committee** (*Meets when required*)
 - a. Councillor J. Bourne
 - b. CAO K. Fegan
 - c. Alternate: Councillor A. Folks

- 13. Delburne & District Community Hall Board** (*Meets monthly*)
 - a. Councillor K. Faulk
 - b. Alternate: Councillor J. Bourne

- 14. Central Waste Management** (*Meets twice/year*)
 - a. Councillor K. Faulk
 - b. Alternate: Councillor J. Bourne

- 15. Intermunicipal Committee** (*Meets when required*)
 - a. Mayor T. Wilson
 - b. Councillor J. Bourne
 - c. CAO K. Fegan
 - d. Alternate: Councillor A. Folks

- 16. Economic Development Committee**
(*Meeting rotation undecided*)
 - a. Mayor T. Wilson
 - b. Councillor K. Faulk
 - c. Councillor A. Folks
 - d. CAO K. Fegan
 - e. Alternate: Councillor R. Reckseidler

#2024-261 Moved by Councillor K. Faulk that Council approve the committee appointments as listed above.

CARRIED UNANIMOUSLY

F) Other Appointments

Solicitors

- 1. Warren Sinclair as Village Solicitors for 2024-2025 as well as Reynolds Mirth Richards Farmer.

Newspapers

- 2. East Central Review as the official means of advertising legal notices as well as the Village Voice as required.



Emergency Management

3. Director of Emergency Management –
Cst. Irv Heide, Red Deer County

Weed Inspector

4. That Gary Rusaw be appointed as the Village Weed Inspector for 2024-2025.

Administration Appointments

5. That the Chief Administrative Officer (Karen Fegan) be appointed as:
- Head of the Local Public Body (MGA Section 208)
 - Economic Development Officer
 - Business License Inspector
 - Bylaw Enforcement Officer (via Red Deer County contracted services)
 - Development Officer
 - FOIP Coordinator

Auditors

6. Gitzel & Company as the Village Auditors for 2024-2025.

#2024-262 Moved by Councillor K. Faulk that Council approve the other appointments as listed above.

CARRIED UNANIMOUSLY

Members-At-Large Appointments

a. Delburne Community Support Grant Committee (6 Appts.)

- | | |
|---------------------|-------------------------------|
| 1. Cassidy Chambers | 2. Rod McDonald |
| 3. Mary Chaffin | 4. Louise Smith |
| 5. Garth Nickorik | 6. Red Deer County Councillor |

b. Delburne Municipal Library (10 Appts.)

- | | |
|---------------------|--------------------|
| 1. Lorna Goddard | 2. Helen Overwater |
| 3. Chanel Annabelle | 4. Laura Hamlyn |
| 5. | |

c. CAEP Business Representative

1. Vacant

d. Municipal Planning Commission

- | | |
|-------------|--------------|
| 1. Don Babb | 2. Deb Ellis |
|-------------|--------------|



e. Delburne Community Hall Committee (9 Appts.)

- | | |
|------------------|---------------------|
| 1. Ray Miller | 2. JP Paquette |
| 3. Elks Member | 4. Dustin Gillespie |
| 5. Laura Hamlyn | 6. Jomin Rathapilly |
| 7. Shari Caffet | 8. Rod McDonald |
| 9. Kizzie Sutton | |

f. Budget Committee (3 Appts.)

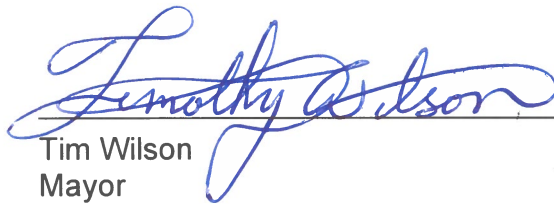
Currently no appointments.

#2024-263 Moved by Councillor J. Bourne that Council approve the Members-at-Large Appointments as listed above.

CARRIED UNANIMOUSLY

#2024-264 Moved by Councillor A. Folks that the 2024 Annual Organizational Meeting adjourn at 5:27 PM.

CARRIED UNANIMOUSLY



Tim Wilson
Mayor



Karen M. Fegan, *CLGM, CT*
Chief Administrative Officer

ATTACHMENT “A” TO October 15, 2024 MINUTES**Village of Delburne Council Meetings 2024-2025
Priorities & Governance (P & G) Committee****2024**

Monday	Oct 07	Council Meeting	5:00 PM
Monday	Oct 14	STATUTORY HOLIDAY (Office Closed)	
Tuesday	Oct 15	P & G Committee	5:00 PM
Tuesday	Oct 22	Council Meeting	5:00 PM
Monday	Nov 11	STATUTORY HOLIDAY (Office Closed)	
Tuesday	Nov 12	Council Meeting	5:00 PM
Tuesday	Nov 19	P & G Committee	5:00 PM
Tuesday	Nov 26	Council Meeting	5:00 PM
Tuesday	Dec 10	Council Meeting	5:00 PM
Tuesday	Dec 17	P & G Committee	5:00 PM
Dec. 24 – 31		Office Closed	

2025

Wednesday	Jan 01	STATUTORY HOLIDAY (Office Closed)	
Tuesday	Jan 14	Council Meeting	5:00 PM
Tuesday	Jan 21	P & G Committee	5:00 PM
Tuesday	Jan 28	Council Meeting	5:00 PM
Tuesday	Feb 11	Council Meeting	5:00 PM
Monday	Feb 17	STATUTORY HOLIDAY (Office Closed)	
Tuesday	Feb 18	P & G Committee	5:00 PM
Tuesday	Feb 25	Council Meeting	5:00 PM
Tuesday	Mar 11	Council Meeting	5:00 PM
Tuesday	Mar 18	P & G Committee	5:00 PM
Tuesday	Mar 25	Council Meeting	5:00 PM
Tuesday	Apr 08	Council Meeting	5:00 PM
Tuesday	Apr 15	P & G Committee	5:00 PM
Friday	Apr 18	STATUTORY HOLIDAY (Office Closed)	
Monday	Apr 21	STATUTORY HOLIDAY (Office Closed)	
Tuesday	Apr 22	Council Meeting	5:00 PM
Tuesday	May 13	Council Meeting	5:00 PM
Monday	May 19	STATUTORY HOLIDAY (Office Closed)	
Tuesday	May 20	P & G Committee	5:00 PM



Tuesday	May 27	Council Meeting	5:00 PM
Tuesday	Jun 10	Council Meeting	5:00 PM
Tuesday	Jun 17	P & G Committee	5:00 PM
Tuesday	Jun 24	Council Meeting	5:00 PM
Tuesday	Jul 01	STATUTORY HOLIDAY (Office Closed)	
Tuesday	Jul 15	Council Meeting	5:00 PM
Tuesday	Jul 29	P & G Committee	5:00 PM
Monday	Aug 04	STATUTORY HOLIDAY (Office Closed)	
Tuesday	Aug 12	Council Meeting	5:00 PM
Tuesday	Aug 26	P & G Committee	5:00 PM
Monday	Sep 01	STATUTORY HOLIDAY (Office Closed)	
Tuesday	Sep 09	Council Meeting	5:00 PM
Tuesday	Sep 16	P & G Committee	5:00 PM
Tuesday	Sep 23	Council Meeting	5:00 PM
Monday	Oct 13	STATUTORY HOLIDAY (Office Closed)	
Tuesday	Oct 14	Council Meeting	5:00 PM
Monday	Oct 20	2025 Municipal Election	
Tuesday	Oct 28	ANNUAL ORGANIZATIONAL MEETING	

