



Organizational Council Meeting

DATE: October 23, 2018

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 2018-2019
 - 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
1 appointment + 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 monthly in Delburne, fourth Monday of each month – day meetings. *(They are folding this committee?)*
- 9) Delburne & District Chamber of Commerce
1 appointment – Usually meeting the third Monday of the month at 5:30 PM
- 10) Delburne Neighbourhood Place (?)
1 appointment + 1 alternate – meets monthly at the Village Office, day meetings
- 11) Central Alberta Economic Partnership (CAEP)
1 appointment plus 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 for bi-monthly meetings – usually the second Thursday of the month
- 15) Emergency Management Committee
1 appointment for occasional Emergency Management meetings
- 16) Delburne & District Community Hall Board
1 appointment + CAO for monthly meetings (usually first Thursday of the month)
- 17) Central Alberta Waste Commission
1 appointment for an occasional meeting
- 18) Intermunicipal Committee (Intermunicipal Development Plan)
2 appointments for occasional meetings



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I) Acknowledge Other Appointments:

1. Village Solicitor: *Currently Chris Warren – Warren Sinclair*
2. Newspaper: *Currently Red Deer Advocate. Village also advertises in the Delburne & District News whenever possible.*
3. Emergency Management (Disaster Services)
Emergency Management Director: *Dan Marsellus*
Deputy Director: *Ric Henderson*
Deputy Director:
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*
2. Delburne Municipal Library (10 Appointments):

1. <i>Dawn McKenzie</i>	2. <i>Melanie Timms</i>
3.	4.
5.	6.
3. Elk Haven Management Body (1 Appointment):
 - 1.



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4. CAEP (1 Appointment):

1.

5. Economic Development Committee – not active

6. Budget Committee (3 Appointments)

1. *Geoff Gunter*

2.

K) Adjournment