

**COUNCIL ORGANIZATIONAL MINUTES
WOODLANDS COUNTY
October 22, 2019**

The organizational meeting of the Council for Woodlands County was held on Tuesday, October 22, 2019 at the Regional Municipal Office in Whitecourt, Alberta, commencing at 9:30 a.m.

**MEMBERS
PRESENT:**

S. Bonnett
R. Govenlock
D. McQueen
J. Rennie

J. Burrows
D. Kluin
B. Prestidge

**IN
ATTENDANCE:**

G. Frank, Chief Administrative Officer
S. Wharton, Executive Assistant
A. Bachand, Director Infrastructure
A. Bourbeau, Director, Corporate Services
K. Scott, Communication Coordinator

**CALLED
TO ORDER:**

The meeting was called to order G. Frank Chief Administrative Officer at 9:33 a.m.

C-15-612-19

MOVED by Councillor Kluin that Council adopt the organizational agenda as presented.

CARRIED

G. Frank, Chief Administrative Officer reviewed the voting process with Council.

APPOINTMENT OF CHIEF ELECTED OFFICIAL

G. Frank called a 1st time for nominations for the position of Mayor.

Councillor Prestidge nominated Councillor Burrows.

G. Frank called a 2nd time for nominations for the position of Mayor.

Councillor McQueen nominated Councillor Govenlock.

G. Frank called a 3rd time for nominations for position of Mayor.

C-15-613-19

MOVED by Councillor Kluin that nominations cease for the position of Mayor of Woodlands County.

CARRIED

G. Frank declared John Burrows as Mayor of Woodlands County.

C-15-614-19

MOVED by Councillor Prestidge that Council direct administration to destroy the ballets.

CARRIED

G. Frank administered Oath of Office for position of Mayor for the 2019-20 term.

Mayor Burrows assumed the chair.

RECESS: Mayor Burrows recessed the meeting at 9:46 a.m.

RECONVENE Mayor Burrows reconvened the meeting at 9:51 a.m.

APPOINTMENT OF DEPUTY MAYOR – ROTATION SCHEDULE

C-15-615-19

MOVED by Councillor Govenlock that Council appoint Councillor Rennie to serve from November 2019 to February 2020, Councillor Bonnett to serve from March 2020 to June 2020 and Councillor Govenlock to serve from July 2020 to October 2020 as the deputy mayor.

CARRIED

G. Frank administered Oath of Office for positions of Deputy Mayor for the 2019-20 term.

DRAW FOR SEATING

C-15-616-19

MOVED by Councillor Rennie that Council accept the current seating arrangements for this term.

CARRIED

ESTABLISHMENT OF REGULAR MEETING DATES, TIMES & LOCATIONS

C-15-617-19

MOVED by Councillor Kluin that Council hold regularly scheduled meetings at the Whitecourt Municipal Office during the months of November 2019, January 2020, March 2020, May 2020, July 2020 and September 2020 and at the Fort Assiniboine Regional Municipal Office during the months of December 2019, February 2020, April 2020, June 2020, August 2020 and October 2020 as outlined below:

Woodlands County Council Meetings		
<u>Date</u>	<u>Time</u>	<u>Location</u>
2019:		
Nov 5	7 p.m.	Whitecourt
Nov 19	9:30 a.m.	Whitecourt
Dec 3	7 p.m.	Fort Assiniboine
Dec 17	9:30 a.m.	Fort Assiniboine
2020:		
Jan 7	7 p.m.	Whitecourt
Jan 21	9:30 a.m.	Whitecourt
Feb 4	7 p.m.	Fort Assiniboine
Feb 18	9:30 a.m.	Fort Assiniboine
Mar 3	7 p.m.	Whitecourt
Mar 17	9:30 a.m.	Whitecourt
April 7	7 p.m.	Fort Assiniboine
Apr 21	9:30 a.m.	Fort Assiniboine
May 5	7 p.m.	Whitecourt
May 19	9:30 a.m.	Whitecourt
June 2	7 p.m.	Fort Assiniboine
June 16	9:30 a.m.	Fort Assiniboine
July 7	7 p.m.	Whitecourt
July 21	9:30 a.m.	Whitecourt
Aug 4	7 p.m.	Fort Assiniboine
Aug 18	9:30 a.m.	Fort Assiniboine
Sept 1	7 p.m.	Whitecourt
Sept 15	9:30 a.m.	Whitecourt
Oct 6	7 p.m.	Fort Assiniboine
Oct 20	9:30 a.m.	Fort Assiniboine

CARRIED

APPOINTMENT OF COUNCIL REPRESENTATIVES TO COMMITTEES

C-15-618-19

MOVED by Councillor Rennie that Council appoint Councillors Bonnett, Govenlock, Kluin and McQueen as the Council Representatives to the Woodlands County Agriculture Services Board.

CARRIED

C-15-619-19

MOVED by Councillor Rennie that Council appoint Councillors Burrows, Prestidge and Rennie as the Council Representatives to the Woodlands County Airport Advisory Committee.

CARRIED



C-15-620-19

MOVED by Councillor Kluin that Council appoint Councillor Bonnett as the Council Representative to the Anslemo Agricultural Society.

CARRIED

C-15-621-19

MOVED by Councillor Bonnett that Council appoint Councillor Prestidge as the Council Representative to the Blue Ridge Community League.

CARRIED

C-15-622-19

MOVED by Councillor Prestidge that Council appoint Councillors Burrows, Prestidge and Rennie as the Council Representatives to the Woodlands County Council Remuneration Committee.

CARRIED

C-15-623-19

MOVED by Councillor Prestidge that Council appoint Councillors Burrows, Kluin and Prestidge as the Council Representatives to the Woodlands County Economic Development Committee and Councillor Rennie as an alternate.

CARRIED

C-15-624-19

MOVED by Councillor Bonnett that Council appoint Councillor Kluin as the Council Representative to the Fort Assiniboine Agricultural Society.

CARRIED

C-15-625-19

MOVED by Councillor Bonnett that Council appoint Councillor Kluin as the Council Representative to the Fort Assiniboine School Liaison Committee and Councillor McQueen as an alternate.

CARRIED

C-15-626-19

MOVED by Councillor Kluin that Council appoint Councillor McQueen as the Council Representative to the Goose Lake Community League.

CARRIED



C-15-627-19

MOVED by Councillor Kluin that Council appoint Councillors Bonnett, Govenlock and Prestidge as the Council Representatives to the Woodlands County Human Resources Committee.

CARRIED

C-15-628-19

MOVED by Councillor Prestidge that Council appoint Councillors Burrows, Govenlock and Rennie as the Council Representatives to the Joint Liaison Committee and Councillor Prestidge as an alternate.

CARRIED

C-15-629-19

MOVED by Councillor Kluin that Council appoint Councillors Govenlock, Kluin, McQueen and Prestidge as the Council Representatives to Woodlands County Municipal Planning Commission.

CARRIED

C-15-630-19

MOVED by Councillor Prestidge that Council appoint Councillor McQueen as the Council Representative to the Topland Community League.

CARRIED

C-15-631-19

MOVED by Councillor Rennie that Council appoint Councillor McQueen as the Woodlands County Council Representative to the Veterinary Services Incorporated Committee (VSI).

CARRIED

C-15-632-19

MOVED by Councillor Kluin that Council appoint Councillors Kluin, McQueen and Prestidge as the Council Representatives to the Woodlands County Community Services Committee and Councillor Burrows as an alternate.

CARRIED

C-15-633-19

MOVED by Councillor Prestidge that Council appoint Councillors Bonnett and McQueen as the Council Representatives to the Woodlands County Library Board.

CARRIED

C-15-634-19

MOVED by Councillor Kluin that Council appoint Councillor Bonnett as the Council Representative to the Woodlands County Subdivision Development Appeal Board.

CARRIED

C-15-635-19

MOVED by Councillor Govenlock that Council eliminate West Whitecourt / Airport Area – Area Structure Plan Committee from the 2019-20 Woodlands County Council Committee List.

CARRIED

C-15-636-19

MOVED by Councillor Bonnett that Council appoint Councillor McQueen as the Woodlands County Council Representative to the Barrhead Rural Crime Watch Committee (BARCC).

CARRIED

C-15-637-19

MOVED by Councillor McQueen that Council appoint Councillors Bonnett & Prestidge as the Woodlands County Council Representatives to the West End Bus.

CARRIED

C-15-638-19

MOVED by Councillor McQueen that Council appoint Councillor Rennie as the Woodlands County Council Representative to the Whitecourt & Area Winter Recreation Committee and Councillor Burrows as the alternate.

CARRIED

C-15-639-19

MOVED by Councillor Rennie that Council appoint Councillor Prestidge as the Woodlands County Council Representative to the Whitecourt Community Services Advisory Board.

CARRIED

C-15-640-19

MOVED by Councillor Prestidge that Council appoint Councillors Burrows and Rennie as the Woodlands County Council Representatives to Whitecourt & Woodlands Tourism and Councillor Kluin as the alternate.

CARRIED



C-15-641-19

MOVED by Councillor McQueen that Council appoint Councillor Bonnett as the Woodlands County Council Representative to Whitecourt Performing Arts Steering Committee and Councillor Rennie as the alternate.

CARRIED

C-15-642-19

MOVED by Councillor Kluin that Council appoint Councillor Govenlock as the Woodlands County Council Representatives to Whitecourt Protective Services and Councillor Bonnett as the alternate.

CARRIED

C-15-643-19

MOVED by Councillor Rennie that Council appoint Councillor Prestidge as the Woodlands County Council Representatives to Whitecourt Regional Forest Advisory Committee.

CARRIED

C-15-644-19

MOVED by Councillor Govenlock that Council appoint Councillors Burrows and McQueen as the Woodlands County Council Representatives to Whitecourt Regional Solid Waste Management Authority and Councillor Govenlock as the alternate.

CARRIED

C-15-645-19

MOVED by Councillor Kluin that Council appoint Councillors Govenlock and Rennie as the Woodlands County Council Representatives to the Whitecourt Hospice Ad Hoc Committee.

CARRIED

C-15-646-19

MOVED by Councillor Bonnett that Council appoint Councillor Burrows as the Woodlands County Council Representative to the Museum & Black Smith Shop Ad Hoc Committee.

CARRIED

C-15-647-19

MOVED by Councillor Prestidge that Council appoint Councillor Rennie as the Woodlands County Council Representative to the Whitecourt Training Needs Analysis Ad Hoc Committee and Councillor Burrows as the alternate.

CARRIED

C-15-648-19

MOVED by Councillor Kluin that Council appoint Councillor Rennie as the Woodlands County Council Representative to the Golden Triangle.

CARRIED

C-15-649-19

MOVED by Councillor Kluin that Council appoint Councillor McQueen as the Woodlands County Council Representative to the Alberta CARE Committee and Councillor Bonnett as the alternate.

CARRIED

C-15-650-19

MOVED by Councillor Rennie that Council appoint Councillor McQueen as the Woodlands County Council Representative to the Athabasca Watershed Council.

CARRIED

C-15-651-19

MOVED by Councillor McQueen that Council appoint Councillor Kluin as the Woodlands County Council Representative to Barrhead District Housing Authority.

CARRIED

C-15-652-19

MOVED by Councillor McQueen that Council appoint Councillor Burrows as the Woodlands County Council Representative to Community Features Board.

CARRIED

C-15-653-19

MOVED by Councillor Rennie that Council appoint Councillor Prestidge as the Woodlands County Council Representative to the Eagle Tower Victim Services.

CARRIED



C-15-654-19

MOVED by Councillor Rennie that Council appoint Councillor Kluin as the Woodlands County Council Representative to Grizzly Regional Economic Alliance General Assembly (GROWTH).

CARRIED

C-15-655-19

MOVED by Councillor McQueen that Council appoint Councillor Bonnett as the Woodlands County Council Representative to the Lac Ste. Anne Foundation and Councillor Govenlock as the alternate.

CARRIED

C-15-656-19

MOVED by Councillor Rennie that Council appoint Councillor Govenlock as the Woodlands County Council Representative to the Millar Western Public Advisory Committee (PAC).

CARRIED

C-15-657-19

MOVED by Councillor Kluin that Council defer appointing a member of Council to the Northern Alberta Elected Leaders Committee (NAEL) and direct Administration to obtain the Terms of Reference.

CARRIED

C-15-658-19

MOVED by Councillor Prestidge that Council appoint Councillors Govenlock and Rennie as the Woodlands County Council Representatives to the Whitecourt Mountain Bike Association.

CARRIED

C-15-659-19

MOVED by Councillor Kluin that Council appoint Councillor Rennie as the Woodlands County Council Representative to the Whitecourt Business Support Network.

CARRIED

C-15-660-19

MOVED by Councillor Rennie that Council appoint Councillor Govenlock as the Woodlands County Council Representative to the Whitecourt & District Agricultural Society.

CARRIED



C-15-661-19

MOVED by Councillor Rennie that Council appoint Councillor Burrows as the Woodlands County Council Representative to the Whitecourt & District Chamber of Commerce.

CARRIED

C-15-662-19

MOVED by Councillor McQueen that Council appoint Councillor Bonnett as the Woodlands County Council Representative to the Whitecourt & District Public Library.

CARRIED

C-15-663-19

MOVED by Councillor Kluin that Council appoint Councillor Bonnett as the Woodlands County Council Representative to the Yellowhead Regional Library Board.

CARRIED

C-15-664-19

MOVED by Councillor Bonnett that Council appoint Councillor Burrows as the Woodlands County Council Representatives to the Youth Advisory Committee and Councillor Rennie as the alternate.

CARRIED

A copy of the Woodlands County 2019/2020 Committee List is attached hereto and shall form a part of the Woodlands County Official Organizational Meeting minutes.

APPOINTMENT OF CHAIR FOR THE AGRICULTURE SERVICES BOARD

C-15-665-19

MOVED by Councillor Kluin that Council appoint Councillor McQueen as Chair of the Agriculture Services Board for a term of one year.

CARRIED

APPOINTMENT OF SIGNING OFFICERS

C-15-666-19

MOVED by Councillor Rennie that Council authorizes the Mayor, or in the absence of the Mayor, the Deputy Mayor, or in the absence of the Deputy Mayor, any Councillor to sign negotiable instruments on behalf of Woodlands County.

CARRIED

ADJOURNMENT: C-15-667-19

MOVED by Councillor Kluin that the Woodlands County Organizational meeting be adjourned at 11:01 a.m.

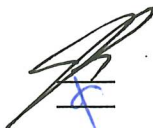
CARRIED



Designated Officer



Mayor



**WOODLANDS COUNTY
2019/ 2020 COUNCIL COMMITTEE LIST**

COMMITTEE, BOARD, SOCIETY OR COMMISSION (Members, Restrictions & Term) <i>1-year term unless noted otherwise</i>	Sylvia Bonnett	John Burrows	Ron Govenlock	Dale Kluin	Dale McQueen	Bruce Prestidge	Jim Rennie
WOODLANDS COUNTY COMMITTEES							
Agriculture Services Board (ASB) Meets 2 nd Tuesday – 2 nd month alternates between Whitecourt & Fort Assiniboine <i>(4 Councillors, 1 Alternate, 3 Members at Large)</i>	X		X	X	X		
Airport Advisory Committee Meets as required in Whitecourt <i>(2 Councillors – 1 Alternate, also has representatives from airport users)</i>		X				X	A
Anselmo Agricultural Society Meets approx. 10 times/year <i>(1 Councillor)</i>	X						
Blue Ridge Community League Meets 2 nd Monday @ 7pm at Blue Ridge Hall <i>(1 Councillor)</i>						X	
Council Remuneration Committee <i>(3 Councillors & Director of Corporate Services)</i>		X				X	X
Economic Development Committee (EDC) Meets 3 rd Thursday @ 10 am at Woodlands County Municipal Office Whitecourt <i>(3 Councillors, 4 Members at Large)</i>		X		X		X	A
Fort Assiniboine Agricultural Society <i>(1 Councillor)</i>				X			
Fort Assiniboine School Liaison Committee Meets as required <i>(1 Councillors, 1 alternate)</i>				X	A		
Goose Lake Community League Meets once a month <i>(1 Councillor)</i>					X		
Human Resources Committee Meets as required <i>(3 Councillors)</i>	X		X			X	
Joint Liaison Committee Typically meets at 7:00 am at Green Gables Restaurant once a month <i>(3 Councillors)</i>		X	X			A	X
Municipal Planning Commission Meets 1 st & 3 rd Wed. at 5 pm <i>(4 Councillors, 3 Members at Large) -</i>			X	X	X	X	
Topland Community League Meets once a month – adjourns in summer months					X		

Presiding Officer's Initials
Designated Officer's Initials



COMMITTEE, BOARD, SOCIETY OR COMMISSION (Members, Restrictions & Term) <i>1-year term unless noted otherwise</i>	Sylvia Bonnett	John Burrows	Ron Govenlock	Dale Kluin	Dale McQueen	Bruce Prestidge	Jim Rennie
<i>(1 Councillor)</i>							
Veterinary Services Incorporated (V.S.I) Committee Meets once in the Fall							
<i>(1 Councillor– Must be an ASB Member)</i>					X		
Woodlands County Community Services Committee Meets 2 nd Thursday @ 5 pm in Whitecourt							
<i>(3 Councillors + 1 alternate, 4 Members at Large)</i>		A		X	X	X	
Woodlands County Library Board Meets every 2 nd month							
<i>maximum 2 Councillors</i>	X				X		
Subdivision Development Appeal Board Meets as required							
<i>(1 Councillors - 4 member at large)</i>	X						
OTHER MUNICIPALITY COMMITTEES							
BARCC (RURAL CRIME WATCH COMMITTEE)							
<i>(1 Councillor)</i>					X		
West End Bus Meets quarterly at Town Office in Mayerthorpe							
<i>(2 Councillor s)</i>	X					X	
Whitecourt & Area Winter Recreation Committee As required							
<i>(1 Councillor & alternate)</i>		A					X
Whitecourt Community Services Advisory Board Meets 2 nd Tues @ Millar Centre							
<i>(1 Councillor/1 Alternate)</i>						X	
Whitecourt & Woodlands Tourism Meets 2 nd Tuesday every 2 nd month @ 11 am at FIC							
<i>(2 Councillors, 1 Alternate, 1 Member At Large)</i>		X		A			X
Whitecourt Performing Arts Steering Committee Monthly – as required							
<i>(1 Councillor + 1 alternate)</i>	X						A
Whitecourt Protective Services Committee Meets once per month							
<i>(1 Councillor – 1 Alternate)</i>	A		X				
Whitecourt Regional Forest Advisory Committee Meets 4 th Tues of January, March, May Sept & November							
<i>(1 Councillor)</i>						X	
Whitecourt Regional Solid Waste Management Authority Meets 1 st Thursday of every 3 rd month							
<i>(2 Councillors)</i>		X	A		X		
Hospice Ad Hoc Committee Monthly meetings							
<i>(2 Councillors)</i>			X				X

COMMITTEE, BOARD, SOCIETY OR COMMISSION (Members, Restrictions & Term) <i>1-year term unless noted otherwise</i>	Sylvia Bonnett	John Burrows	Ron Govenlock	Dale Kluin	Dale McQueen	Bruce Prestidge	Jim Rennie
Museum & Black Smith Shop Ad Hoc Committee <i>(1 Councillor)</i>		X					
Training Needs Analysis Ad Hoc Committee w/ Town <i>(1 Councillor & alternate)</i>		A					X
Golden Triangle Meets 3-4 times a year <i>(1 Councillor)</i>							X
OUTSIDE AGENCIES							
Alberta CARE Committee Meets 1-2 times per year <i>(1 Councillor, 1 Alternate)</i>	A				X		
Athabasca Watershed Council Meets 1-2 times per year <i>(1 Councillor, 1 Alternate)</i>					X		
Barrhead & District Social Housing Authority Meets 4 th Tuesday @ 1 pm monthly in Barrhead <i>(1 Councillor) – NO Alternate Allowed</i>				X			
Community Futures Board (Formerly YEBDC) Meets every 2 nd month on the 4 th Thurs @ 6pm supper provided at their office in Whitecourt <i>(1 Councillor/1 Alternate)</i>		X					
Eagle Tower Victim Services Meets 3 rd Tuesday fr. 4:30-6 pm McLeod Room at Woodlands County <i>(1 Councillor)</i>						X	
Grizzly Reg. Economic Alliance General Assembly (GROWTH) Meets once/month & rotates through the various communities <i>(1 Councillor, 1 Alternate)</i>				X			
Lac Ste. Anne Foundation Meets 2 nd Wed. @ 5pm alternates between Whitecourt & Mayerthorpe <i>(1 Councillor)</i>	X		A				
Millar Western Public Advisory Committee (PAC) Meets 4x/yr. @ Millar training centre, on Whitecourt mill site. <i>(1 Councillor)</i>			X				
Northern Alberta Elected Leaders (NAEL) <i>(Mayor)</i>							
Whitecourt Mountain Bike Association As required. <i>(2 Councillors)</i>			X				X
Whitecourt Business Support Network Monthly - Every 3 rd Wednesday <i>(1 Councillor)</i>							X
Whitecourt & District Agricultural Society <i>(1 Councillor)</i>			X				

Presiding Officer's Initials
Designated Officer's Initials



<p align="center">COMMITTEE, BOARD, SOCIETY OR COMMISSION (Members, Restrictions & Term)</p> <p align="center"><i>1-year term unless noted otherwise</i></p>	Sylvia Bonnett	John Burrows	Ron Govenlock	Dale Kluin	Dale McQueen	Bruce Prestidge	Jim Rennie
<p>Whitecourt & District Chamber of Commerce Meets 2nd Weds. @11:30-1 at Mama Grays Catering – Scott Safety Arena</p> <p><i>(1 Councillor)</i></p>		X					
<p>Whitecourt & District Library Board Meets 3rd Tuesday at 7 pm at Library</p> <p><i>(1 Councillor - 3 Year)</i></p>	X						
<p>Yellowhead Regional Library Board (YRL) Meets 3x/ year in March, June and November at their Spruce Grove office from 10:00 a.m. - 1:00 p.m. (lunch is provided).</p> <p><i>(1 Councillor)</i></p>	X						
<p>Youth Advisory Committee Meetings every 2 months at 4 pm at Millar Centre with additional meetings for Career and Education Expo</p> <p><i>(1 Councillor + 1 alternate)</i></p>		X					A

