

**MINUTES OF THE ORGANIZATIONAL MEETING OF THE COUNCIL OF THE COUNTY OF LETHBRIDGE HELD OCTOBER 17, 2013 IN THE COUNTY ADMINISTRATIVE OFFICE, LETHBRIDGE, ALBERTA.**

**PRESENT:**

Division No. 1	- L. Hickey
Division No. 3	- H. Doeve
Division No. 2	- J. Willms
Division No. 4	- K. Benson
Division No. 5	- S. Campbell
Division No. 6	- T. White
Division No. 7	- M. Zeinstra

**ADMINISTRATION PRESENT:**

County Manager	- D. Shigematsu
Director of Municipal Services	- K. Viergutz
Acting Director of Corporate Services	- T. Anderson
Recording Secretary	- L. Megella

**A. CALL TO ORDER BY THE COUNTY MANAGER**

County Manager Dennis Shigematsu called the meeting to order at 9:12 a.m.

**B. OFFICIAL OATH OF OFFICE FOR ALL COUNCIL MEMBERS IN AN ELECTION YEAR**

All Council members were administered the Oath of Office by Commissioner of Oaths Lorraine Megella.

**C. VOTING PROCEDURES**

460/13	M. ZEINSTR	MOVED that Council utilize the voting procedures of secret ballot when there is more than the required number of nominations for the specified committee.	CARRIED
461/13	L. HICKEY	MOVED that Council appoint the Acting Director of Corporate Services Tracy Anderson and Director of Municipal Services Kevin Viergutz as scrutineers.	CARRIED
462/13	M. ZEINSTR	MOVED that all ballots be destroyed at the end of the meeting.	CARRIED

**D. ELECTION OF REEVE**

County Manager Dennis Shigematsu explained that the next item on the agenda would be the election of the Reeve for the ensuing year, and he informed the Council members that the meeting was now open for nominations for the position of Reeve.

M. Zeinstra nominated L. Hickey

The County Manager asked three times if there were any further nominations.

463/13	T. WHITE	MOVED nomination cease.	CARRIED
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Reeve

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County Manager

County Manager Dennis Shigematsu declared **LORNE HICKEY** as **REEVE** of the County of Lethbridge. Reeve Hickey was administered the Oath of Office by Commissioner of Oaths Lorraine Megella, and assumed the Chair.

#### **E. ELECTION OF DEPUTY REEVE**

The Chairman noted that the table was now open for nominations for Deputy Reeve.

S. Campbell nominated H. Doeve.

The Chairman asked three times if there were any further nominations.

The Chairman declared **HENRY DOEVE** as **DEPUTY REEVE** of the County of Lethbridge. Deputy Reeve Doeve was administered the Oath of Office by Commissioner of Oaths Lorraine Megella.

#### **F. APPOINTMENT OF INTERNAL COMMITTEES**

##### **F1. Agricultural Service Board and Chairman**

464/13 T. WHITE MOVED that all Council members be appointed to sit as the Agricultural Service Board and further that H. Doeve be selected as Agricultural Services Board Chairman for 2013/2014. CARRIED

##### **F2. Airport Committee / Airport Enhancement Marketing Initiative (3 Members)**

465/13 J. WILLMS MOVED that the Council members appointed in 2012 to the Airport Committee / Airport Enhancement Marketing Initiative be re-appointed for 2013/2014. CARRIED

The Chairman declared L. Hickey, H. Doeve and K. Benson as the County's representatives on the Airport Committee / Airport Enhancement Marketing Initiative.

##### **F3. Acts Appeal Committee (Soil Conservation, Weed & Pest Control Appeal Committee) – Members at Large Appointed (4 Members)**

466/13 M. ZEINSTRA MOVED that County Council appoint the following Members-at-Large to the Acts Appeal Committee (Soil Conservation, Weed & Pest Control Appeal Committee): Jack Braat, Wilf Scholten, Mark Osaka and Marty Atkinson. CARRIED

##### **F4. Audit Committee (2 Members)**

467/13 H. DOEVE MOVED that the Council members appointed in 2012 to the Audit Committee be re-appointed for 2013/2014. CARRIED

The Chairman declared J. Willms and T. White as the County's representatives on the Audit Committee.

##### **F5. Economic Development Committee (3 Members)**

468/13 T. WHITE MOVED that the Council members appointed in 2012 to the Economic Development Committee be re-appointed for 2013/2014. CARRIED

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Reeve

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County Manager

The Chairman declared T. White, L. Hickey and H. Doeve as the County's representatives on the Economic Development Committee.

**F6. Emergency Advisory Committee (Picture Butte, Barons, Nobleford, Coaldale and Coalhurst (3 Members))**

H. Doeve nominated K. Benson, M. Zeinstra, S. Campbell, T. White and H. Doeve.

A vote was taken, and the Chairman declared K. Benson, H. Doeve and S. Campbell as the County's representatives on the Emergency Advisory Committee.

**F7. Labour Relations Committee (3 Members)**

469/13 J. WILLMS MOVED that the Council members appointed in 2012 to the Labour Relations Committee be re-appointed for 2013/2014.  
CARRIED

The Chairman declared S. Campbell, L. Hickey and M. Zeinstra as the County's representatives on the Labour Relations Committee.

**F8. Municipal Services Committee (3 Members)**

470/13 H. DOEVE MOVED that the Council members appointed in 2012 to the Municipal Services Committee be re-appointed for 2013/2014.  
CARRIED

The Chairman declared K. Benson, T. White and M. Zeinstra as the County's representatives on the Municipal Services Committee.

**REPRESENTATIVES FOR EXTERNAL COMMITTEES**

**G1. ASB Delegates with Voting Privileges at ASB Conventions (2 Members + 1 Alternate)**

**G2. Barons-Eureka-Warner FCSS (1 Member + 1 Alternate)**

**G3. Canadian Badlands (Shareholders Representatives) - (2 members)**

**G4. Carmanagay Seed Cleaning Plant (1 Member)**

**G5. Chinook Arch Library Board (1 Member)**

**G6. Coaldale Chamber of Commerce (1 Member)**

**G7. Coaldale Library Board (1 Member)**

**G8. Coaldale Recreation Committee (1 Member + 1 Alternate)**

**G9. Community Futures Lethbridge Region (1 Member)**

**G10. County Co-op Seed Cleaning Plant (2 Members)**

**G11. County Irrigation / Alberta Irrigation Projects Association (AIPA) Committees (2 Members)**

**G12. County of Lethbridge Rural Water Users Association (1 Member)**

**G13. Economic Development Lethbridge Initiative (1 Member)**

**G14. Foothills Little Bow Municipal Association (1 Director)**

**G15. Green Acres Foundation (1 Member + 1 Alternate)**

**G16. Integrated Development Strategy – Coaldale (3 Members)**

**G17. Intermunicipal Committee – City of Lethbridge (3 Members)**

**G18. Intermunicipal Committee – Town of Coaldale (3 Members)**

**G19. Intermunicipal Committee – Town of Coalhurst (3 Members)**

**G20. Intermunicipal Committee – Village of Nobleford (3 Members)**

**G21. Intermunicipal Committee – Town of Picture Butte (3 Members)**

**G22. Lethbridge & District Exhibition Board (1 Member)**

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Reeve

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County Manager

- G23. Lethbridge Chamber of Commerce (1 Member)**  
**G24. Lethbridge Regional Waste Management Services Commission / Southern Alberta Waste from Energy Association (2 Members)**  
**G25. Lethbridge Regional Water Services Commission (2 Members)**  
**G26. Malloy Drain Steering Committee (2 Members + 1 Alternate)**  
**G27. Nobleford Recreation Committee (1 Member)**  
**G28. North County Rural Potable Water Distribution Project / North County Rural Potable Water Steering Committee (1 Member)**  
**G29. Oldman River Regional Services Commission (1 Member)**  
**G30. Picture Butte Chamber of Commerce (1 Member)**  
**G31. Picture Butte Library Board (1 Member)**  
**G32. Picture Butte Recreation Committee (1 Member + 1 Alternate)**  
**G33. RCMP Citizen Advisory Committee (1 Member)**

471/13

M. ZEINTRA MOVED that the Council members appointed in 2012 to the following external committees: G1. ASB Delegates with Voting Privileges at ASB Conventions (2 Members + 1 Alternate); G2. Barons-Eureka-Warner FCSS (1 Member + 1 Alternate); G3. Canadian Badlands (Shareholders Representatives) (2 members); G4. Carmangay Seed Cleaning Plant (1 Member); G5. Chinook Arch Library Board (1 Member); G6. Coaldale Chamber of Commerce (1 Member); G7. Coaldale Library Board (1 Member); G8. Coaldale Recreation Committee (1 Member + 1 Alternate); G9. Community Futures Lethbridge Region (1 Member); G10. County Co-op Seed Cleaning Plant (2 Members); G11. County Irrigation / Alberta Irrigation Projects Association (AIPA) Committees (2 Members); G12. County of Lethbridge Rural Water Users Association (1 Member); G13. Economic Development Lethbridge Initiative (1 Member); G14. Foothills Little Bow Municipal Association (1 Director); G15. Green Acres Foundation (1 Member + 1 Alternate); G16. Integrated Development Strategy – Coaldale (3 Members); G17. Intermunicipal Committee – City of Lethbridge (3 Members); G18. Intermunicipal Committee – Town of Coaldale (3 Members); G19. Intermunicipal Committee – Town of Coalhurst (3 Members); G20. Intermunicipal Committee – Village of Nobleford (3 Members); G21. Intermunicipal Committee – Town of Picture Butte (3 Members); G22. Lethbridge & District Exhibition Board (1 Member); G23. Lethbridge Chamber of Commerce (1 Member); G24. Lethbridge Regional Waste Management Services Commission / Southern Alberta Waste from Energy Association (2 Members); G25. Lethbridge Regional Water Services Commission (2 Members); G26. Malloy Drain Steering Committee (2 Members + 1 Alternate); G27. Nobleford Recreation Committee (1 Member); G28. North County Rural Potable Water Distribution Project / North County Rural Potable Water Steering Committee (1 Member); G29. Oldman River Regional Services Commission (1 Member); G30. Picture Butte Chamber of Commerce (1 Member); G31. Picture Butte Library Board (1 Member); G32. Picture Butte Recreation Committee (1 Member + 1 Alternate) and G33. RCMP Citizen Advisory Committee (1 Member) be re-appointed for 2013/2014.

CARRIED

The Chairman declared S. Campbell and H. Doeve as the County's representatives and M. Zeinstra as the Alternate on the ASB Delegates with Voting Privileges.

The Chairman declared J. Willms as the County's representative and S. Campbell as the Alternate on the Barons-Eureka-Warner FCSS.

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 Reeve

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 County Manager

The Chairman declared M. Zeinstra and J. Willms as the County's representatives on the Canadian Badlands (Shareholders Representatives).

The Chairman declared S. Campbell as the County's representative on the Carmangay Seed Cleaning Plant.

The Chairman declared J. Willms as the County's representative on the Chinook Arch Library Board.

The Chairman declared H. Doeve as the County's representative on the Coaldale Chamber of Commerce.

The Chairman declared J. Willms as the County's representative on the Coaldale Library Board.

The Chairman declared H. Doeve as the County's representative and J. Willms as the Alternate on the Coaldale Recreation Committee.

The Chairman declared H. Doeve as the County's representative on the Community Futures Lethbridge Region.

The Chairman declared S. Campbell and M. Zeinstra as the County's representatives on the County Co-op Seed Cleaning Plant.

The Chairman declared M. Zeinstra and H. Doeve as the County's representatives on the County Irrigation Committee / Alberta Irrigation Projects Association.

The Chairman declared H. Doeve as the County's representative on the County of Lethbridge Rural Water Users Association.

The Chairman declared L. Hickey as the County's representative on the Economic Development Lethbridge.

The Chairman declared L. Hickey as the County's representative on the Foothills Little Bow Municipal Association.

The Chairman declared K. Benson as the County's representative and J. Willms as the Alternate on the Green Acres Foundation.

The Chairman declared J. Willms, H. Doeve and L. Hickey as the County's representatives on the Integrated Development Strategy Steering Committee.

The Chairman declared L. Hickey, K. Benson and H. Doeve as the County's representatives on the Intermunicipal Committee – City of Lethbridge.

The Chairman declared H. Doeve, J. Willms and L. Hickey as the County's representatives on the Intermunicipal Committee – Coaldale.

The Chairman declared K. Benson, H. Doeve and T. White as the County's representatives on the Intermunicipal Committee – Coalhurst.

The Chairman declared S. Campbell, H. Doeve and M. Zeinstra as the County's representatives on the Intermunicipal Committee – Nobleford.

The Chairman declared H. Doeve, T. White and M. Zeinstra as the County's representatives on the Intermunicipal Committee – Picture Butte.

The Chairman declared L. Hickey the County's representative on the Lethbridge & District Exhibition Board.

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Reeve

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County Manager

The Chairman declared J. Willms as the County's representative on the Lethbridge Chamber of Commerce.

The Chairman declared T. White and H. Doeve as the County's representatives on the Lethbridge Regional Waste Management Services Commission.

The Chairman declared T. White and J. Willms as the County's representatives on the Lethbridge Regional Water Commission.

The Chairman declared J. Willms and H. Doeve as the County's representatives and L. Hickey as the Alternate on the Malloy Drain Steering Committee.

The Chairman declared S. Campbell as the County's representative on the Nobleford Recreation Committee.

The Chairman declared M. Zeinstra as the County's representative on the North County Potable Water Distribution Project.

The Chairman declared M. Zeinstra as the County's representative on the North County Potable Water Steering Committee.

The Chairman declared H. Doeve as the County's representative on the Oldman River Regional Services Commission.

The Chairman declared M. Zeinstra as the County's representative on the Picture Butte Chamber of Commerce.

The Chairman declared K. Benson as the County's representative on the Picture Butte Library Board.

The Chairman declared M. Zeinstra as the County's representative and K. Benson as the Alternate on the Picture Butte Recreation Committee.

The Chairman declared K. Benson as the County's representative on the RCMP Citizen Advisory Committee.

**G34. Resolution to Confirm the Results of the Council / Committee Appointments**

472/13 J. WILLMS MOVED that County Council confirm the results of the Council / Committee appointments for 2013/2014. CARRIED

**APPOINTMENT OF OFFICIALS**

**H1. Auditor**

473/13 S. CAMPBELL MOVED that County Council confirm KPMG as the external auditor for the County of Lethbridge for a five-year term (2012-2016). CARRIED

**H2. County Solicitor**

474/13 K. BENSON MOVED that North & Co. be appointed as the County's Solicitor for the ensuing year. CARRIED

**H3. Returning Officer**

475/13 M. ZEINTRA MOVED that County Council confirm the appointment of Robin Spencer-Buckman as Returning Officer for the County of Lethbridge. CARRIED

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Reeve

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County Manager

**H4. RCMP Citizen Advisory Committee**

476/13 K. BENSON MOVED that County Council confirm the appointments of the RCMP Citizen Advisory Committee: Evert Van Essen, Clinton de Leeuw and Tracy Dow for two-year term to expire December 31, 2014 and Kathy Lea and Tory Campbell for a term to expire December 31, 2015. Councillor Ken Benson to be appointed as Chairman of this Committee. CARRIED

**H5. Subdivision & Development Appeal Board**

477/13 K. BENSON MOVED that County Council confirm the appointments of the current Subdivision & Development Appeal Board Members: Zolton Gergely, Wilf Scholten, Jack Braat, and David Davies and further that Jack Braat's term be extended until August 31, 2014 in order to train a new chairman and further that Administration be directed to advertise for two new replacements for the SDAB. CARRIED

**I. PER DIEM RATES, MILEAGE & SUBSISTENCE****J. CONVENTION RATE POLICY****K. PARTNER ATTENDANCE AND REIMBURSEMENT AT COUNTY FUNCTIONS**

478/13 H. DOEVE MOVED that a Committee of the Reeve, Deputy Reeve, County Manager and Director of Corporate Services be formed to research per diem, mileage, subsistence rates and partner attendance and reimbursement at County functions. CARRIED

**L. SET SCHEDULE FOR REGULAR COUNTY COUNCIL MEETINGS**

479/13 M. ZEINSTRA MOVED that regular Council meetings continue to be held on the first and third Thursday's of each month commencing at 10:00 a.m. CARRIED

**M. DATE AND PLACE OF ANNUAL INFORMATION MEETING / OPEN HOUSE**

480/13 M. ZEINSTRA MOVED that an Open House be scheduled for April 2014 to be held at the County of Lethbridge Administration Office pending the completion of the 2013 Audit. CARRIED

**N. ADJOURNMENT**

481/13 M. ZEINTRA MOVED the meeting adjourn at 10:09 a.m. CARRIED

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 Reeve

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 County Manager