



# Organizational Meeting Minutes

October 22, 2024

Council Chamber - Leduc County Centre, Nisku, AB

Council Present: Councillor Tanni Doblanko  
Councillor Rick Smith  
Councillor Kelly-Lynn Lewis  
Councillor Dal Viridi  
Councillor Larry Wanchuk  
Councillor Glenn Belozar  
Councillor Ray Scobie

Staff Present: Duane Coleman, County Manager  
Renee Klimosko, General Manager - Financial and Corporate Services  
Alan Grayston, General Manager - Development and Community Services  
Lisa Brown, Legislative Coordinator  
Miranda Anderson, Executive Assistant - Council

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## 1. Call to Order - 9:00 a.m.

The meeting was called to order at 9:00 a.m. by County Manager Duane Coleman.

## 2. Appointment of Mayor and Review Deputy Mayor, terms of office

### a. Selection procedure for appointment of Mayor

Duane Coleman, County Manager outlined the procedure for the selection and appointment for the position of mayor and any council committees, boards or commissions.

Mr. Coleman called for nominations for the position of mayor.

Councillor Larry Wanchuk nominated Councillor Tanni Doblanko.

Councillor Kelly-Lynn Lewis put her name forward for position of mayor.

Mr. Coleman called for nominations for the position of mayor a second time.

Mr. Coleman called for nominations for the position of mayor a third and final time.

Mr. Coleman declared nominations cease for the position of mayor.

### b. Appointment of scrutineers for secret ballot elections

#### Resolution No. 176-24

**Mover:** Mayor Doblanko

That County Manager, Duane Coleman and Deputy County Manager, Renee Klimosko be appointed to act as scrutineers for the secret ballot elections.

Carried Unanimously

c. Appointment of Mayor

A vote by secret ballot was conducted.

County Manager, Duane Coleman announced Councillor Tanni Doblanko was elected as mayor for Leduc County.

**Resolution No. 177-24**

**Mover:** Councillor Wanchuk

That Council authorizes the secret ballots for the position of mayor be destroyed.

Carried Unanimously

d. Oath of Office - Mayor

Councillor Tanni Doblanko took the oath of office for the position of mayor.

Mayor Doblanko expressed her appreciation, assumed the Chair and proceeded to chair the balance of the Organizational meeting.

e. Affirm Deputy Mayor appointments and term of office

**Resolution No. 178-24**

**Mover:** Councillor Smith

That Leduc County Council affirms the appointments of Deputy Mayor for an eight-month rotational term as follows:

- 1) Glenn Belozer Division 6 July 1, 2024 to February 28, 2025
- 2) Raymond Scobie Division 7 March 1, 2025 to October, 2025 Org. Mtg.

Carried Unanimously

Councillor Dal Viridi joined the meeting at 9:10 a.m.

**3. Adoption of agenda**

**Resolution No. 179-24**

**Mover:** Councillor Belozer

That the agenda for the October 22, 2024 Organizational meeting be adopted as circulated.

Carried Unanimously

**4. Leduc County appointments**

a. Appointments of Council members and public members-at-large

**Resolution No. 180-24**

**Mover:** Councillor Lewis

That Council directs administration to advertise for public members-at-large for vacancies and/or positions expiring on December 31, 2024, for the following internal and external boards, committees and commissions:

- a. Agricultural Service Board – 2 members (2-year term),
- b. Parks and Recreation Advisory Committee – 1 member, Leduc (2-year term),
- c. Edmonton Regional Airports Authority (appointed rep) – 1 County member (4-year term), and
- d. Leduc County Regional Subdivision and Development Appeal Board – 1 member (3-year term).

Carried Unanimously

#### 4.a.1 Internal boards and committees

Council reviewed the list of appointment to internal Council boards, committees and commissions.

#### **Resolution No. 181-24**

**Mover:** Councillor Lewis

That Council approves Council member appointments to internal boards and committees as follows:

- 1. Agricultural Service Board**
  - All council members
- 2. Council Committees: Council Workshop, Governance and Priorities and Regular Council**
  - All council members
- 3. Council Sponsorships and Grants Committee**
  - Councillor Kelly-Lynn Lewis
  - Councillor Rick Smith
- 4. Emergency Management Committee**
  - All council members
- 5. Family and Community Support Services Advisory Committee**
  - Councillor Kelly-Lynn Lewis
  - Councillor Ray Scobie
- 6. Leduc County Library Board**
  - Councillor Rick Smith
  - Councillor Viridi
- 7. Municipal Policy Review Committee**
  - Mayor Tanni Doblanko
  - Councillor Kelly-Lynn Lewis
  - Councillor Ray Scobie
- 8. Parks and Recreation Advisory Committee (PRAC)**
  - Mayor Tanni Doblanko
  - Councillor Viridi
- 9. Protective Services Committee**
  - Councillor Kelly-Lynn Lewis
  - Councillor Ray Scobie
  - Councillor Larry Wanchuk
  - Councillor Viridi
- 10. Public Works Committee**
  - All council members
- 11. Subdivision Authority**
  - Mayor Tanni Doblanko
  - Councillor Glenn Belozer
  - Councillor Ray Scobie
  - Councillor Rick Smith
  - Councillor Viridi

Carried Unanimously

4.a.2 External boards, commissions and committees

**Resolution No. 182-24**

**Mover:** Councillor Virdi

That Council confirms the appointments to external boards, committees and commissions as follows:

- 1. Alternative Land Use Services (ALUS) Partnership Advisory Committee (PAC)**
  - Councillor Glenn Belozer
  - Councillor Larry Wanchuk (Alternate)
- 2. Alliance of Pigeon Lake Municipalities (APLM)**
  - Councillor Glenn Belozer
  - Councillor Ray Scobie (Alternate)
- 3. Arrow Utilities Commission**
  - Councillor Rick Smith
- 4. Beaver Hills Biosphere / Beaver Hills Initiative (BHI) Coordinating Committee**
  - Councillor Kelly-Lynn Lewis
  - Councillor Rick Smith (Alternate)
- 5. Capital Region Southwest Water Services Commission (CRSWSC)**
  - Councillor Kelly-Lynn Lewis
  - Councillor Rick Smith
  - Councillor Virdi (Alternate)
  - Mayor Tanni Doblanko (Alternate)
- 6. Cost Share Planning and Consultation Committees**
  - i) City of Beaumont**
    - Councillor Kelly-Lynn Lewis
    - Councillor Virdi
  - ii) City of Leduc**
    - Mayor Tanni Doblanko
    - Councillor Rick Smith
- 7. Edmonton Global**
  - Mayor Tanni Doblanko
  - Councillor Dal Virdi (Alternate)
- 8. Edmonton International Airport (EIA) Noise Advisory Committee**
  - Councillor Larry Wanchuk
  - Councillor Rick Smith
- 9. Edmonton Metropolitan Region Board (EMRB)**

Committees: Committee of the Whole, Audit & Finance Committee, Governance and Human Resources

  - Mayor Tanni Doblanko
  - Councillor Dal Virdi (Alternate)
- 10. Edmonton Regional Airports Authority (Appointer Reps)**
  - Mayor Tanni Doblanko

11. **Edmonton Regional Airports Authority; City of Edmonton, Leduc County and City of Leduc - Airport Accord Oversight Committee**
  - Mayor Tanni Doblanko
12. **Intermunicipal Liaison Committee**
  - Councillor Kelly-Lynn Lewis
  - Councillor Larry Wanchuk
  - Councillor Dal Viridi
  - Mayor Tanni Doblanko (Alternate)
13. **Intermunicipal Planning Framework (IPF) Oversight Committee**
  - Councillor Kelly-Lynn Lewis
14. **The Chamber Leduc-Nisku- Wetaskiwin Regions**
  - Councillor Kelly-Lynn Lewis
  - Alternate: Councillor Rick Smith
15. **Leduc and District Regional Waste Management Commission (LDRWMC)**
  - Councillor Glenn Belozar
  - Councillor Larry Wanchuk (Alternate)
16. **Leduc (City) Parks, Recreation and Culture Board**
  - Councillor Larry Wanchuk
  - Councillor Ray Scobie (Alternate)
17. **Leduc Regional Housing Foundation (Leduc Foundation)**
  - Councillor Ray Scobie
  - Councillor Dal Viridi
18. **North Saskatchewan Watershed Alliance (NSWA)**
  - Councillor Glenn Belozar
  - Councillor Ray Scobie (Alternate)
19. **Pembina River Association of Municipal Districts (District 3)**
  - All council members
20. **Pigeon Lake Watershed Steering Committee**
  - Councillor Glenn Belozar
21. **Warburg Seed Cleaning Co-op Ltd. Board of Directors**
  - Councillor Glenn Belozar
  - Councillor Ray Scobie (Alternate)

Carried Unanimously

- b. Appointment of Solicitor

**Resolution No. 183-24**

**Mover:** Councillor Belozar

That Council appoints the firm, Brownlee LLP as the primary but not exclusive solicitors for Leduc County in 2025.

Carried Unanimously

**5. 2024-2025 Council meeting dates**

a. 2024-2025 Council meeting dates

5.a.1 review of recommended 2024-2025 meeting dates

**Resolution No. 184-24**

**Mover:** Councillor Smith

That Council approves the following meeting dates and times:

- Governance and Priorities Committee (GPC) First Tuesday of each month, commencing at 10:00 a.m. to 3:30 p.m. (or at the call of the Chair)
- Regular Council meetings Second and fourth Tuesday of each month, commencing at 1:30 p.m. (or at the call of the Chair)
- Organizational meeting Annually on the fourth Tuesday in Oct., commencing at 9:00 a.m.
- Council workshops Second and fourth Tuesday of each month, and if required fourth Thursday of each month, commencing at 10:00 a.m.(or at the call of the Chair)
- Municipal Policy Review Committee (MPRC) Fourth Thursday of each month, commencing at 1:30 p.m. (or at the call of the Chair)
- Agricultural Services Board Second Monday of Jan., Mar., Apr., June, Sept., Nov. and Dec., commencing at 10:00 a.m. (or at the call of the Chair)
- Public Works Committee Second Monday of each month, commencing at 1:30 p.m. (or at the call of the Chair)
- Subdivision Authority Third Tuesday of each month, commencing at 1:30 p.m. (or at the call of the Chair)

Carried Unanimously

**Resolution No. 185-24**

**Mover:** Councillor Lewis

That Council approve cancelling the following meetings in 2025:

- GPC Jan. 7 (Christmas break)
- GPC July 1 (Canada Day)
- Council workshop/Regular Nov. 11 (Remembrance Day)
- Council workshop/Regular July 22 and Aug. 12 (summer break)
- Workshop/MPRC July 24 (summer break)
- GPC Aug. 5 (summer break)
- Council workshop/Regular Dec. 23 (Christmas)
- Workshop/MPRC Dec. 25 (Christmas)

Carried Unanimously

**Resolution No. 186-24**

**Mover:** Councillor Wanchuk

That Council pause the following meetings between Nomination Day (Sept. 20, 2025) and the inaugural meeting on Oct. 28.:

- GPC Oct. 7
- Council workshop/Regular Sept. 23 and Oct. 14

- Workshop/MPRC Sept. 25 and October 23

Carried Unanimously

**6. Other business**

- a. Appointment of Returning Officer and Substitute Returning Officer, 2025 Municipal Election

**Resolution No. 187-24**

**Mover:** Councillor Scobie

That Council appoints Lisa Brown as the Returning Officer and Michael Scheidl as substitute returning officer for the Leduc County 2025 municipal election effective immediately.

Carried Unanimously

**7. Adjournment**

Mayor Doblanko adjourned the meeting at 9:30 a.m.

Mayor

County Manager