



**MEETING MINUTES
VILLAGE OF RYCROFT
ORGANIZATIONAL COUNCIL MEETING
OCTOBER 22, 2019
VILLAGE OF RYCROFT COUNCIL CHAMBERS**

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|-----------------|---------------------------|-------------------------------------|
| PRESENT: | Diahann Potrebenko | Mayor |
| | James Verquin | Deputy Mayor |
| | Joanne Chelick | Councillor |
| | Roxann Dreger | Councillor |
| | Dwayne Kotyk | Councillor |
| | Peter Thomas | Chief Administrative Officer |
| | Lisa Shaykowski | Finance Clerk |

1. CALL TO ORDER

Mayor Potrebenko called the meeting to order at 6:30 p.m.

2. APPOINTMENT OF CAO AS CHAIRPERSON

2019-10-22-303 **MOVED** by Mayor Potrebenko that Council appoint Chief Administrative Officer Peter Thomas as the Chairperson for the Annual Council Organization meeting. **CARRIED**

3. ADOPTION OF AGENDA

2019-10-22-304 **MOVED** by Roxanne Dreger that Council approve the October 22, 2019 Organizational meeting agenda as presented. **CARRIED**

4. ELECTION OF THE MAYOR AND DEPUTY MAYOR

4.1 Election of Mayor

Chairman Thomas called for nominations for the position of the Mayor.

James Verquin nominated Diahann Potrebenko for the position of Mayor. Diahann Potrebenko accepted the nomination.

Chairman Thomas called for nominations for the position of the Mayor a second time.

Chairman Thomas called for nominations for the position of the Mayor a third time.

Hearing no other nominations, Chairman Thomas declared the nominations for the position of the Mayor closed, and proclaimed Diahann Potrebenko as the Mayor for the Village of Rycroft.

4.2 Election of Deputy Mayor

Chairman Thomas called for nominations for the position of the Deputy Mayor.

Dwayne Kotyk nominated James Verquin for the position of Deputy Mayor. James Verquin accepted the nomination.

Chairman Thomas called for nominations for the position of the Deputy Mayor a second time.

Chairman Thomas called for nominations for the position of the Deputy Mayor a third time.

Hearing no other nominations, Chairman Thomas declared the nominations for the position of the Deputy Mayor closed, and proclaimed James Verquin as the Deputy Mayor for the Village of Rycroft.

Peter Thomas turned the responsibility of the Chairperson for the meeting over to Mayor Potrebenko.

5. **SIGNING AUTHORITIES**

As there was no change in the Mayor or Deputy Mayor positions, the signing authorities will remain the same where the accounts require either one of the Chief Administrative Officer Peter Thomas, or the Finance Clerk Lisa Shaykowski; and either one of the Mayor Diahann Potrebenko, or the Deputy Mayor James Verquin to withdraw funds, enter orders, withdraw assets, give instructions, sign documents, and make financial decisions regarding the funds in the accounts.

6. **FINANCIAL ADUITOR APPOINTMENT**

2019-10-22-305 **MOVED** by Councillor Kotyk that Council appoint the firm of Doyle and Company Chartered Professional Accountants to complete the annual financial audit for the Village. **CARRIED**

7. **RFD: COUNCIL CODE OF CONDUCT BYLAW 210-19 AMENDMENT**

2019-10-22-306 **MOVED** by Councillor Dreger that Council give first reading of Bylaw 210-19 to amend the Council Code of Conduct Bylaw. **CARRIED**

2019-10-22-307 **MOVED** by Deputy Mayor Verquin that Council give second reading of Bylaw 210-19 to amend the Council Code of Conduct Bylaw. **CARRIED**

2019-10-22-308 **MOVED** by Councillor Kotyk that Council move to third reading of Bylaw 210-19. **CARRIED**

2019-10-22-309 **MOVED** by Councillor Dreger that Council give third reading of Bylaw 210-19 to amend the Council Code of Conduct Bylaw. **CARRIED**

8. **RFD: COUNCIL PROCEDURAL BYLAW 211-19 AMENDMENT**

2019-10-22-310 **MOVED** by Councillor Dreger that Council give first reading of Bylaw 211-19 to amend the Council Procedural Bylaw. **CARRIED**

2019-10-22-311 **MOVED** by Deputy Mayor Verquin that Council give second reading of Bylaw 211-19 to amend the Council Procedural Bylaw. **CARRIED**

2019-10-22-312 **MOVED** by Councillor Kotyk that Council move to third reading of Bylaw 211-19. **CARRIED**

2019-10-22-313 **MOVED** by Councillor Dreger that Council give third reading of Bylaw 211-19 to amend the Council Procedural Bylaw. **CARRIED**

9. **BOARDS AND COMMITTEES COUNCILLOR APPOINTMENTS**

Council had a discussion and agreed to the following changes to the Council Boards and Committees appointments:

The Community Development Committee is no longer required with the new Development Authority Bylaw 209-19 and is hereby removed from the list.

The Central Peace Medical Clinic Management Committee representatives will be reversed, naming Mayor Potrebenko as the representative, and Deputy Mayor Verquin as the alternate.

The Central Peace Regional Fire Services Commission representatives will be Councillor Dreger and Councillor Chelick.

The Friends of the Hall Board will have Mayor Potrebenko as the representative, with Councillor Chelick as the alternate.

The Rycroft Library Board representative will be Mayor Potrebenko.

The Mayor and CAO are eligible members to all boards and committees, ex officio.

2019-10-22-314 **MOVED** by Councillor Chelick that Council accept the updated Council Boards and Committees appointments as amended. **CARRIED**

10. PUBLIC COMMITTEE APPOINTMENTS

2019-10-22-315 **MOVED** by Deputy Mayor Verquin that Council accept the public committee appointments as presented. **CARRIED**

11. RFD: DATE, TIME, AND PLACE FOR REGULAR COUNCIL MEETINGS

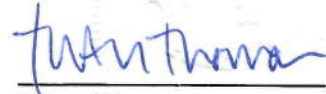
2019-10-22-316 **MOVED** by Councillor Dreger that excepting where special circumstances warrant a change, that Council approve that regular Council meeting schedule be set for the first Wednesday and third Tuesday of the month starting at 6:30 p.m. in the Village Council Chambers located at 4703 51 street, Rycroft, Alberta. **CARRIED**

12. ADJOURNMENT

Mayor Potrebenko adjourned the meeting at 6:54 p.m.



Diahann Potrebenko
Mayor



Peter Thomas
Chief Administrative Officer