



**MEETING MINUTES  
VILLAGE OF RYCROFT  
ORGANIZATIONAL COUNCIL MEETING  
OCTOBER 26, 2021  
VILLAGE OF RYCROFT COUNCIL CHAMBERS**

**PRESENT:**

<b>Joanne Chelick</b>	<b>Councillor</b>
<b>Roxann Dreger</b>	<b>Councillor</b>
<b>Dwayne Kotyk</b>	<b>Councillor</b>
<b>Brian Markovich</b>	<b>Councillor</b>
<b>James Verquin</b>	<b>Councillor</b>
<b>Peter Thomas</b>	<b>Chief Administrative Officer</b>

**1. CALL TO ORDER**

James Verquin called the meeting to order at 6:30 p.m.

**2. APPOINTMENT OF CAO AS CHAIRPERSON**

**2021-10-26-267** **MOVED** by James Verquin that Chief Administrative Officer Peter Thomas be appointed as the Chairperson for the Annual Council Organization meeting. **CARRIED**

**3. ADOPTION OF AGENDA**

**2021-10-26-268** **MOVED** by Roxann Dreger that the October 26, 2021 Annual Organizational meeting agenda be adopted as presented. **CARRIED**

**4. OFFICIAL OATH OF OFFICE FOR ALL COUNCIL MEMBERS**

Commissioner of Oaths Tracy Lapping joined the meeting at 6:31 p.m.

All 5 Council members took their official Oath of Office for Councillor as administered by Commissioner of Oaths Tracy Lapping.

**5. ELECTION OF THE MAYOR AND DEPUTY MAYOR**

**5.1 Election of Mayor**

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

Dwayne Kotyk nominated James Verquin for the position of Mayor. James Verquin 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 James Verquin as the Mayor for the Village of Rycroft.

## 5.2 Election of Deputy Mayor

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

Brian Markovich nominated Roxann Dreger for the position of Deputy Mayor. Roxann Dreger 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 Roxann Dreger as the Deputy Mayor for the Village of Rycroft.

James Verquin took his official Oath of Office for Mayor as administered by Commissioner of Oaths Tracy Lapping.

Roxann Dreger took her official Oath of Office for Deputy Mayor as administered by Commissioner of Oaths Tracy Lapping.

Tracy Lapping left the meeting at 6:45 p.m.

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

## 5. SIGNING AUTHORITIES AND CONFIRMATION OF BANKING INSTITUTION

- 2021-10-26-269** **MOVED** by Mayor Verquin that Council designate the Village signing authorities where the financial accounts require either one of the Chief Administrative Officer Peter Thomas, or the Finance Clerk Lisa Shaykowski; and either one of the Mayor James Verquin, or the Deputy Mayor Roxann Dreger to withdraw funds, enter orders, withdraw assets, give instructions, sign documents, and make financial decisions regarding the funds in the accounts at the Village of Rycroft designated financial institution, the Alberta Treasury Branch. **CARRIED**

## 6. FINANCIAL AUDITOR APPOINTMENT

- 2021-10-26-270** **MOVED** by Councillor Chelick that Council affirm the accounting firm of Doyle and Company Chartered Professional Accountants to complete the annual financial audit for the Village. **CARRIED**

## 7. ASSESSOR APPOINTMENT

- 2021-10-26-271** **MOVED** by Mayor Verquin that Council affirm the appointment of Rod Guttinger as the Property Assessor for the Village. **CARRIED**

## 8. COUNCIL CODE OF CONDUCT BYLAW 210-19

CAO and Council reviewed the Council Code of Conduct Bylaw.

- 2021-10-26-272** **MOVED** by Councillor Chelick that Council accept the Council Code of Conduct Bylaw 210-19 for information. **CARRIED**

9. **COUNCIL PROCEDURAL BYLAW 234-21**

- 2021-10-26-273 **MOVED** by Councillor Chelick that Council approve the first reading of the amended Council Procedural Bylaw 234-21 as presented. **CARRIED**
- 2021-10-26-274 **MOVED** by Deputy Mayor Dreger that Council approve the second reading of the amended Council Procedural Bylaw 234-21 as presented. **CARRIED**
- 2021-10-26-275 **MOVED** by Councillor Kotyk that Council move to third reading of the amended Council Procedural Bylaw 234-21. **CARRIED UNANIMOUSLY**
- 2021-10-26-276 **MOVED** by Councillor Chelick that Council approve the third reading of the amended Council Procedural Bylaw 234-21 as presented. **CARRIED**

10. **BOARDS AND COMMITTEES COUNCIL APPOINTMENTS**

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

The Central Peace Assessment Review Board will have Karen Egge as the Chairperson, and Lisa Shaykowski as the Clerk. Public Board members will be appointed on an ad hoc basis from the pool of accredited membership of the G5 municipalities.

The Central Peace Attraction and Retention Committee representatives will be Councillor Chelick as the representative, and Mayor Verquin as the alternate.

The Central Peace FCSS representatives will be Councillor Chelick as the representative, and Deputy Mayor Dreger as the alternate.

The Central Peace Fire and Rescue Commission will be Councillor Chelick and Deputy Mayor Dreger as the representatives.

The Central Peace Health and Wellness Coalition will be Deputy Mayor Dreger as the representative, and Mayor Verquin as the alternate.

The Central Peace Medical Corporation will be Deputy Mayor Dreger as the representative, and Mayor Verquin as the alternate.

The Central Peace Regional Emergency Management Committee will be Councillor Markovich as the representative, and Mayor Verquin as the alternate.

The Central Peace Subdivision and Development Appeal Board will have Lisa Shaykowski as the Clerk. Public Board members will be appointed on an ad hoc basis from the pool of accredited membership of the G5 municipalities, including our appointed member, Brenda Friedel.

The Central Peace Waste Management Commission will be Councillor Markovich as the representative, and Mayor Verquin as the alternate.

The Friends of the Hall Board will be Councillor Chelick as the representative, and Deputy Mayor Dreger as the alternate.

The G5 Economic Development Advisory Committee will be Councillor Markovich as the representative, and Mayor Verquin as the alternate.

The G5 General Meeting Board Members will be all of Council.

The G5 Water Study Committee will be Councillor Markovich as the representative, and Councillor Chelick as the alternate.

The G5 Seniors Housing Committee will be Deputy Mayor Dreger as the representative, and Mayor Verquin as the alternate.

The Grande Spirit Foundation member will be Councillor Chelick.

The Mighty Peace Water Shed Association/Water North Coalition member will be Councillor Markovich as the representative, and Deputy Mayor Dreger as the alternate.

The Northern Alberta Elected Leaders representatives will be Mayor Verquin as the representative, and Deputy Mayor Dreger as the alternate.

The Peace Library System member will be Deputy Mayor Dreger as the representative, and Councillor Chelick as the alternate.

The Peace Region Economic Development Alliance (PREDA) representative will be Councillor Chelick as the representative, and Deputy Mayor Dreger as the alternate.

The Rycroft Arena Board representative will be Councillor Kotyk as the representative, and Mayor Verquin as the alternate.

The Rycroft Library Board representative will be Deputy Mayor Dreger as the representative, and Councillor Chelick as the alternate.

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

**2021-10-26-277** **MOVED** by Councillor Chelick that Council accept the Council Boards and Committees appointments as discussed. **CARRIED**

## **11. PUBLIC COMMITTEE APPOINTMENTS**

Council reviewed the following appointments to the Council Boards and Committees list:

The Agricultural Appeal Committee will consist of Keegan Milkovich, Shane Milkovich, and Thelma Dreger, with Lisa Shaykowski as the Clerk. Also, other Public Board members may be appointed on an ad hoc basis from the pool of accredited membership of the G5 municipalities.

The Rycroft Arena Board will have DJ Barbarich, Neil Magill, Tanis Vinck, Kris Boivin, and Greg Dika. The Council representative is Councillor Kotyk.

The Central Peace Assessment Review Board will have Karen Egge as the Chairperson, and Lisa Shaykowski as the Clerk. Public Board members will be appointed on an ad hoc basis from the pool of accredited membership of the G5 municipalities, including our trained representatives Don Wright, and Anne Silvius. Also Tanis Vinck is trained as a Clerk.

The Central Peace FCSS Board will have Carrie Jackson. A posting is up for a second public member. The Council representative is Councillor Chelick.

The Central Peace Intermunicipal Subdivision Development and Appeal Board will be comprised of, contingent on availability, Brenda Friedel VOR, Thelma Dreger MDSR, Tammy Buchinski MDSR, Harry Ezio TSR, and SHC has 5 members, Also Lisa Shaykowski and Tanis Vinck may act as Clerks depending on availability.

The Rycroft Library Board will have Petrina Beale, Steve Everitt, Connie Everitt, Lorna Bourget, Colten Grammar, and Div Patel. The Council representative is Deputy Mayor Dreger.

The Merry Pioneers will be Brenda Day, Marie Kotyk, and Elan Blandin. The Council representative is Councillor Chelick.

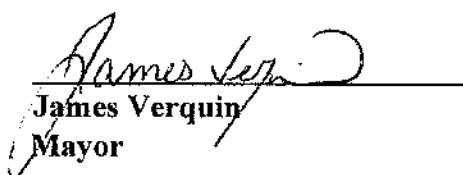
2021-10-26-278 **MOVED** by Councillor Chelick that Council accept the public committee appointments as presented. **CARRIED**

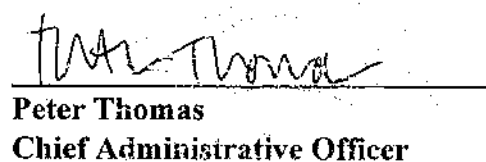
12. **DATE, TIME, AND PLACE FOR REGULAR COUNCIL MEETINGS**

2021-10-26-279 **MOVED** by Mayor Verquin that excepting where special circumstances warrant a change, that Council approve that regular Council meeting schedule remain as 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**

13. **ADJOURNMENT**

Mayor Verquin adjourned the meeting at 7:17 p.m.

  
James Verquin  
Mayor

  
Peter Thomas  
Chief Administrative Officer