

The Minutes of the Organizational Meeting  
October 28, 2019 – 6:10pm  
Village of Dutchess Council Chambers

Yvonne Cosh – chair  
Ryan Kiedrowski

Tony Steidel  
Kole Steinley

Deborah Reid-Mickler  
Tina Preston

1. Oaths of Office were signed at the beginning of each term of office.
2. Establishing regular meeting dates, times and location for Council for the next twelve months;

074-19 Councillor Preston motioned that Council meetings will be held:  
3<sup>rd</sup> Monday of each month  
7pm – 10pm  
Village of Dutchess Council Chambers 103 2<sup>nd</sup> Street East Dutchess, Alberta  
Carried unanimously

3. Establishing any *ad hoc* Council Committees;  
  
No ad hoc committees are required at this time
4. Selection of the Mayor and Deputy Mayor by election of elected Councillors;

075-19 Councillor Steinley made the motion to nominate Tony Steidel for Mayor.  
076-19 Councillor Reid Mickler made a motion for nominations to cease as no other nominations were received.  
Tony Steidel was declared Mayor of the Village of Dutchess.  
Carried Unanimously

Mayor Steidel assumed the Chair position.

077-19 Councillor Reid-Mickler made the motion to nominate Kole Steinley for Deputy Mayor.

078-19 Councillor Preston made a motion for nominations to cease as no other nominations were received.  
Kole Steinley was declared Deputy Mayor for the Village of Dutchess.  
Carried Unanimously

5. Establish the remuneration, travel, subsistence and out of pocket expenses to be paid to Council members and members-at large; schedule C attached

079-19 Councillor Kiedrowski motioned to accept the remuneration rates as attached:

\$150 per meeting – under 4 hours & \$250 for meetings over 4 hours

Mileage of .60 cents per Kilometer outside of the County of Newell

Boundaries.

Meals and lodging will be reimbursed with receipts

Members at large are not paid

Carried unanimously

6. Any such other business as is required by the Act;
7. Annual appointment of professionals including but not limited to Assessor, Auditor, Legal Advisor, Engineer, Weed Inspector, CPO's and Banking Services.

080-19 Mayor Steidel motioned for the following appointment of professionals:

Assessor – Ryan Vogt with Benchmark Assessments

Auditor – Johnson Morrison & Hunter

Legal Advisor – Orval Shantz Law

Engineer – CIMA

Weed Inspector – Todd Green & Summer students as per the submitted list supplied by the County of Newell

CPO's – John Nesbitt & Devon Leeks – County of Newell

Development Officer – Kent Torkelson & John Nesbitt

Bylaw Officer – Kent Torkelson & John Nesbitt & Devon Leeks

ARB & LARB – County of Newell Committee

Banking – ATB Brooks Branch – Duchess Agency – 2 signers

Building Inspector – Wayne Dahl

Accountant – Sharon Zacharias

Carried unanimously

8. Referring to Sections 5.1.3.2 & 5.1.3.4 of this bylaw, the Mayor will lead Council through the Boards & Committees list. If a Councillor wishes to be the representative or alternate on a particular board or committee they must verbally indicate their desire when that board or committee is being

addressed. In the case of two or more Councillors wishing to be the representative or alternate to a board or committee, a vote of Council shall be taken, by either show of hands or secret ballot. The voting method shall be determined by show of hands.

9. Should a Councillor dispute or disagree with an appointment recommendation, Council as a whole shall debate the appointment and, by majority vote, complete the final determination.

081-19 Mayor Steidel motioned that the following appointments to board and committees.

1. Newell Foundation / Housing - Kole Steinley alt - Tony Steidel
2. Dutchess Library – Ryan Kiedrowski alt – Deborah Reid-Mickler
3. Shortgrass Library – Deborah Reid-Mickler alt – Tina Preston
4. FCSS/EXPO/Citizen of the Year– Tina Preston alt – Ryan Kiedrowski
5. Regional landfill – Tony Steidel alt – Kole Steinley or Deborah Reid-Mickler
6. 911 – Tina Preston alt – Ryan Kiedrowski
7. Newell Regional Services Corporation – Deborah Reid-Mickler alt – Tony Steidel
8. Fire – Ryan Kiedrowski & Tony Steidel alt – Kole Steinley
9. Agricultural Society – Kole Steinley alt – Tony Steidel
10. Canadian Badlands – Ryan Kiedrowski alt – Deborah Reid-Mickler
11. Recreation / Parks / Cultural – Ryan Kiedrowski alt – Tina Preston
12. Mayor & Reeves – Tony Steidel alt – Deborah Reid-Mickler
13. Joint Shared Services - Deborah Reid-Mickler alt – Tina Preston
14. Palliser Economic Partnership – Deborah Reid-Mickler alt – Tony Steidel
15. NRTA – Ryan Kiedrowski alt -Deborah Reid-Mickler
16. ORRSC – Kole Steinley alt – Tina Preston
17. Director of Emergency Management - Tony Steidel
18. Municipal Planning Commission – Kole Steinley, Ryan Kiedrowski, Deborah Reid-Mickler & Tony Steidel
19. Subdivision Appeal Board – Tina Preston

Carried unanimously

CAO & Public Works will each submit a written report for all meetings  
Financial presentations will be quarterly unless required.  
Councillors will work towards written committee reports this year.  
A consent agenda format will be adopted for meetings.

Council reviewed the Code of Conduct for Elected Officials. A copy was supplied for everyone.

Councillors reviewed the Procedural Bylaw 458-14 and recommended some changes which Admin will prepare for a Regular Council meeting.

An information booklet was handed out – Procedure Bylaw and Agenda info.

**082-19**      Councillor Preston      motioned to appoint Yvonne Cosh as the CAO for the Village of Duchess.

Carried Unanimously

Adjourned @ 7:00pm

## **Schedule "A"** **Remuneration**

11. Councillor Remuneration - Meetings on the approved listing attached will be paid at a rate of \$150.00 per meeting under 4 hours and \$250.00 per meeting over 4 hours.

Mileage will be paid for travel outside of the County of Newell boundaries for Council approved meetings at a rate of .60 cents per kilometer.

12. Attendance at Conferences - Each Councillor may attend 1 conference per year and any others must be approved via motion at a Council meeting.

Additionally, AUMA attendance will include up to 3 Councillors or 2 Councillor and 1 Administrative Staff. Attendance will be on a bi-annual rotation. Councillors that are unable to attend in their year may make arrangements to trade with other Councillors.

13. Out of pocket expenses  
Hotels, meals, parking and other expenses will be reimbursed to Councillors and shall be kept to a reasonable amount per Councillor.