

**TOWN OF ECKVILLE**  
**ORGANIZATIONAL MEETING AGENDA**  
Monday, October 23, 2023  
5023 51 Avenue, Eckville, AB. 6:00 pm  
(Councillors may attend via electronic means)

- |  |      |  |
|--|------|--|
| <b>1. CALL TO ORDER</b>                  | 1.1  |  |
| <b>2. OATHS</b>                          | 2.1  | N/A  |
| <b>3. NEW BUSINESS</b>                   | 3.1  | 2023/2024 Proposed Council & Committee Appointments pg. 1  |
|  | 3.2  | 2023/2024 Proposed Deputy Mayor Rotation pg. 2   |
|  | 3.3  | Appointment of Subdivision & Development Appeal Board (SDAB)   |
|  | 35   | Appointment of Municipal Planning Commission (MPC)   |
|  | 3.5  | Appointment of Municipal Emergency Advisory Committee  |
|  | 3.6  | Appointment of Eckville Municipal Library Board Member   |
|  | 3.7  | Confirmation of Signing Authorities  |
|  | 3.8  | Confirmation of Meeting Dates & Times  |
|  | 3.9  | Confirmation of Municipal Office Location  |
|  | 3.10 | Confirmation of MPC, SDAB & other Council Boards and Committees dates and times                            |
| <b>4. ORGANIZATIONAL MEETING MINUTES</b> | 4.1  | 2022/2023 Council & Committee Appointments and 2022 Organizational Meeting Minutes (for reference) pg. 3-6 |
| <b>5. ADJOURNMENT</b>                    | 5.1  |  |



TOWN OF ECKVILLE  
PROPOSED 2023/2024 Council Board and Committee Appointments

### SUBDIVISION & DEVELOPMENT APPEAL BOARD (SDAB)

|          |   |
|----------|---|
| Chair    | To be elected by Appointed Member as per SDAB Bylaw No. 756-19  |
| At-Large | Linda Kind, Garth Yeomans, Lynda Petten-Haarstad, Linda McLevin |

### MUNICIPAL PLANNING COMMISSION

|                     |  |
|---------------------|--|
| Chair (Council)     | Mayor Ebden  |
| Committee (Council) | Councillor Palm-Fraser, Councillor Pacholek, Councillor Thoreson (alternate) |
| (At-Large)          | Diane Eliuk, Sherry Meyers   |
| Development Officer | Jack Ramsden   |

### MUNICIPAL EMERGENCY ADVISORY COMMITTEE

|         |                        |
|---------|------------------------|
| Members | All members of Council |
|---------|------------------------|

### COUNCIL BOARD & COMMITTEE APPOINTMENTS

|  |   |
|--|---|
| Audit Committee (Council)  | Mayor Ebden, Councillor Meyers, Councillor Pacholek     |
| (At-Large)   | Gord Ebden  |
| Eckville Agricultural Society  | Councillor See, Mayor Ebden (alternate)                 |
| Central Alberta Economic Partnership   | Councillor Pacholek                                     |
| Eckville Emergency Management Agency   | Mayor Ebden, Jack Ramsden                               |
| Eckville Fire Department Liaison   | CAO/Deputy CAO  |
| Eckville Library   | Councillor Palm-Fraser, Councillor See (alternate)      |
| FCSS   | Mayor Ebden, Councillor Palm-Fraser (alternate)         |
| ICF  | Mayor, Deputy Mayor, CAO, Deputy CAO                    |
| Intermunicipal Development Planning  | Mayor, Deputy Mayor, CAO, Deputy CAO                    |
| Lacombe Foundation   | Councillor Engen, Councillor Palm-Fraser (alternate)    |
| Lacombe Regional Emergency Management  | Councillor Thoreson, Councillor Engen (alternate)       |
| Lacombe Regional Fire Service Advisory Committee                             | Councillor Thoreson                                     |
| Lacombe Regional Waste Services Commission                                   | Councillor Meyers, Councillor Thoreson (alternate)      |
| Medical Committee (Council)  | All members of Council                                  |
| (At-Large)   | Judy Lorenz, Dana Kreil                                 |
| Medicine River Rural Crime Watch Society                                     | Councillor See  |
| Medicine River Watershed Society & Red Deer River Watershed Alliance Society | Councillor Engen  |
| Parkland Regional Library  | Councillor Palm-Fraser, Councillor Thoreson (alternate) |

### PUBLIC BOARD & COMMITTEE LIAISON APPOINTMENTS

|                                       |                                  |
|---------------------------------------|----------------------------------|
| Eckville Arena Operating Association  | Council appointment discontinued |
| Eckville Community Centre Association | Council appointment discontinued |
| Eckville Curling Rink                 | Council appointment discontinued |
| Eckville Recreation Board             | Council appointment discontinued |
| Inter-Agency Committee                | Council appointment discontinued |

Mtg. Date Oct 23, 2023

Agenda Item 3.2

2023-2025

| Year      | Month  | Councillor             |
|-----------|--|------------------------|
| 2022/2023 | November/December/January/February/March/April | Councillor Engen       |
| 2023      | May/June/July/August/September/October         | Councillor Meyers      |
| 2023/2024 | November/December/January/February/March/April | Councillor Palm-Fraser |
| 2024      | May/June/July/August/September/October         | Councillor See         |
| 2024/2025 | November/December/January/February/March/April | Councillor Thoreson    |
| 2025      | May/June/July/August/September/October         | Councillor Pacholek    |

Prior Terms

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**TOWN OF ECKVILLE – ORGANIZATIONAL MEETING MINUTES**

Monday, October 24, 2022

Eckville Town Office, 5023 – 51 Avenue, Eckville, Alberta  
(The meeting was available via electronic means)

Mtg. Date Oct 23, 2022

Agenda Item 4.1

**1. Call to Order**

1.0 Deputy Mayor Engen called the meeting to order at 6:05 p.m.

Present: Deputy Mayor Engen  
Councillor Meyers  
Councillor Palm-Fraser  
Councillor See  
Councillor Thoreson

Absent: Mayor Ebden  
Councillor Phillips

Staff: CAO Jack Ramsden  
Deputy Darcy Webb  
Recording Secretary Heather Allen

Press: None Present

Gallery: None Present

**2. Oaths**

2.1 N/A

**3. New Business**

- 3.1 Draft of 2022/2023 Council & Committee Appointments.
- 3.2 Appointment of Deputy Mayor Memorandum
- 3.2A Deputy Mayor Rotation Options

**Res. 228.2022**

Moved by Councillor See that the six month rotation option for Deputy Mayor be adopted as presented. **Carried Unanimously.**

- 3.3 Role of the Deputy Mayor Policy - Discussion
- 3.4 Appointment of Subdivision & Development Appeal Board (SDAB)

**Res. 229.2022**

Moved by Councillor Meyers to approve the appointment of the members of the Subdivision & Development Appeal Board (SDAB) as per the Town of Eckville 2022/2023 Council Board and Committee Appointment document which shall be attached and form a part of these minutes. **Carried Unanimously.**

**Res. 230.2022**

3.5 Appointment of Municipal Planning Commission (MPC)

Deputy Mayor opened the floor for nominations for an MPC member.

Councillor See nominated Councillor Thoreson.

With no further nominations Deputy Mayor called for a vote.

- Res. 231.2022** Moved by Councillor See that Councillor Thoreson be appointed to the Municipal Planning Commission. **Carried Unanimously.**
- Res. 232.2022** Moved by Councillor See to approve the appointment of the members of the Municipal Planning Commission (MPC) as per the Town of Eckville 2022/2023 Council Board and Committee Appointment document which shall be attached and form a part of these minutes, with the addition of Councillor Thoreson. **Carried Unanimously.**
- 3.6 Appointment of Municipal Emergency Advisory Committee.
- Res. 233.2022** Moved by Councillor Meyers to approve the appointment of the members of the Municipal Emergency Advisory Committee as per the Town of Eckville 2022/2023 Council Board and Committee Appointment document which shall be attached and form a part of these minutes. **Carried Unanimously.**
- 3.7 Appointment of Eckville Municipal Library Board Member.
- Res. 234.2022** Moved by Councillor Meyers that Councillor Thoreson and Councillor Engen be appointed to the Eckville Municipal Library Board. **Carried Unanimously.**
- 3.8 Council Board and Committee Appointments
- Res. 235.2022** Moved by Councillor Thoreson to approve the appointment of the members of the Council Board and Committees as per the Town of Eckville 2022/2023 Council Board and Committee Appointment document which shall be attached and form a part of these minutes. **Carried Unanimously.**
- Res. 236.2022** Moved by Councillor Meyers to approve the appointment of the Public Board and Committee members as per the Town of Eckville 2022/2023 Council Board and Committee Appointment document which shall be attached and form a part of these minutes. **Carried Unanimously.**
- 3.9 Confirmation of Signing Authorities
- Res. 237.2022** Moved by Councillor See that the signing authorities for the Town of Eckville be confirmed as follows: The account(s) should have one (1) signer from Council Mayor or Deputy Mayor and one (1) signer from Administration CAO or Deputy CAO. **Carried Unanimously.**
- 3.10 Confirmation of Meeting Dates and Times
- Res. 238.2022** Moved by Councillor Meyers that the Regular Meetings of Council continue to be held on the second and fourth Monday of each month at 6 p.m. and that if a regular meeting of Council falls on a statutory holiday, the meeting shall be held on the Tuesday following the holiday. **Carried Unanimously**

3.11 Confirmation of Municipal Office Location

Res. 239.2022

Moved by Councillor Palm-Fraser that the Town of Eckville Municipal Office continue to be located at 5023-51 Avenue, Eckville, Alberta. **Carried Unanimously.**

3.12 Confirmation of MPC, SDAB and other Council Boards and Committees meet as required..

Res. 240.2022

Moved by Councillor Palm-Fraser that the Municipal Planning Commission and other Council Boards and Committees meet as required. **Carried Unanimously.**

4. 2021/2022 Council Committee Appointments

4.1 2021/2022 Council and Committee Appointments were provided for reference.

5.

5.1 Adjournment

Res. 241.2022

Deputy Mayor Engen adjourned the meeting at 6:45 p.m.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
CAO



**TOWN OF ECKVILLE**  
**2022/2023 Council Board and Committee Appointments**

**SUBDIVISION & DEVELOPMENT APPEAL BOARD (SDAB)**

|          |   |
|----------|---|
| Chair    | To be elected by Appointed Member as per SDAB Bylaw No. 756-19  |
| At-Large | Linda Kind, Garth Yeomans, Lynda Petten-Haarstad, Linda McLevin |

**MUNICIPAL PLANNING COMMISSION**

|                     |  |
|---------------------|--|
| Chair (Council)     | Mayor Ebden  |
| Committee (Council) | Councillor Palm-Fraser, Councillor Pacholek, Councillor Thoreson (alternate) |
| (At-Large)          | Diane Eliuk, Sherry Meyers   |
| Development Officer | Jack Ramsden   |

**MUNICIPAL EMERGENCY ADVISORY COMMITTEE**

|         |                        |
|---------|------------------------|
| Members | All members of Council |
|---------|------------------------|

**COUNCIL BOARD & COMMITTEE APPOINTMENTS**

|  |  |
|--|--|
| Audit Committee (Council)                  | Mayor Ebden, Councillor Meyers, Councillor Palm-Fraser       |
| (At-Large)                                 | Gord Ebden   |
| Central Alberta Economic Partnership       | Councillor See   |
| Eckville Emergency Management Agency       | Mayor Ebden, Jack Ramsden                                    |
| Eckville Library                           | Councillor Thoreson, Councillor Engen                        |
| FCSS                                       | Councillor Thoreson, Councillor Palm-Fraser (alternate)      |
| ICF  | Mayor Ebden, Councillor Engen, Jack Ramsden, Darcy Webb      |
| Intermunicipal Development Planning        | Mayor Ebden, Councillor Engen, Councillor Meyers (alternate) |
| Lacombe Foundation                         | Mayor Ebden, Councillor Engen (alternate)                    |
| Lacombe Regional Emergency Management      | Councillor Meyers, Councillor Pacholek (alternate)           |
| Lacombe Regional Waste Services Commission | Councillor Palm-Fraser, Mayor Ebden (alternate)              |
| Medicine River Rural Crime Watch Society   | Councillor Meyers  |
| Parkland Regional Library                  | Councillor Thoreson, Councillor Engen (alternate)            |

**PUBLIC BOARD & COMMITTEE LIAISON APPOINTMENTS**

|   |   |
|---|---|
| Eckville Agricultural Society             | Councillor Engen, Mayor Ebden (alternate)                                 |
| Eckville Arena Operating Association      | Councillor See, Councillor Meyers (alternate)                             |
| Eckville Community Centre Association     | Councillor Pacholek, Mayor Ebden (alternate)                              |
| Eckville Curling Rink                     | Councillor Pacholek, Mayor Ebden (alternate)                              |
| Eckville Fire Department                  | Councillor See, Councillor Thoreson (alternate)                           |
| Eckville Recreation Board                 | Councillor Palm-Fraser  |
| Inter-Agency Committee                    | Councillor Thoreson, Councillor Palm-Fraser (alternate)                   |
| Medical Committee                         | Mayor Ebden, Councillor Engen, Councillor Meyers, Judy Lorenz, Dana Kreil |
| Medicine River Watershed Society          | Councillor Engen, Councillor Pacholek (alternate)                         |
| Red Deer River Watershed Alliance Society |   |