



# ROCKY VIEW COUNTY

## ORGANIZATIONAL MEETING MINUTES DRAFT MINUTES – subject to approval

Tuesday, October 15, 2024  
9:00 AM

Council Chambers  
262075 Rocky View Point  
Rocky View County, AB T4A 0X2

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Present: Councillor G. Boehlke  
Councillor K. Hanson  
Councillor C. Kissel  
Councillor D. Kochan  
Councillor S. Samra  
Councillor A. Schule  
Councillor S. Wright

Also Present: R. McCullough, Chief Administrative Officer  
M. Boscariol, Executive Director, Community Services  
B. Riemann, Executive Director, Operations  
K. Robinson, Executive Director, Corporate Services  
A. Zaluski, Director, Intergovernmental Services and Regional Planning  
T. Andreasen, Lead Legislative Officer, Legislative Services  
M. Nakonechny, Legislative Officer, Legislative Services

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### A Call Meeting to Order

Chief Administrative Officer R. McCullough called the meeting to order at 9:05 a.m. in accordance with section 24(1) of the *Procedure Bylaw*.

MOVED by Councillor Wright that the October 15, 2024 organizational meeting agenda be approved as presented.

Carried

### B Voting Procedures

Chief Administrative Officer R. McCullough provided an outline of the voting procedures to be used at the organizational meeting:

- appointments of the Reeve and Deputy Reeve are conducted in accordance with the procedure established in section 25 of the *Procedure Bylaw*; and
- appointments of members at large are also conducted in accordance with the procedure established in section 25 of *Procedure Bylaw*.



**C Appointment of Scrutineers**

MOVED by Councillor Hanson that M. Boscariol, Executive Director of Community Services, and A. Zaluski, Director of Intergovernmental Services and Regional Planning, be appointed as scrutineers for all secret ballot elections held at the October 15, 2024 organizational meeting.

Carried

**D Appointment of the Reeve**

Chief Administrative Officer R. McCullough called for nominations for the position of Reeve for a one-year term to expire with the inauguration of the next Council in October 2025:

- Councillor Schule nominated Councillor Kissel. Councillor Kissel accepted the nomination.
- Councillor Samra nominated Councillor Boehlke. Councillor Boehlke declined the nomination.
- Councillor Wright nominated Councillor Hanson. Councillor Hanson accepted the nomination.

There being no further nominations, the Chair ceased nominations.

Executive Director M. Boscariol and Director A. Zaluski administered an election by secret ballot. Councillor Kissel was appointed as Reeve by secret ballot.

MOVED by Councillor Schule that Councillor Kissel be appointed as Rocky View County's Reeve for a one-year term to expire with the inauguration of the next Council in October 2025.

Carried

Council stood at ease as Lead Legislative Officer T. Andreasen administered the oath of office for Reeve Kissel.

Chief Administrative Officer R. McCullough vacated the Chair. Reeve Kissel assumed the Chair in accordance with section 24(2) of the *Procedure Bylaw*.

**E Appointment of the Deputy Reeve**

Reeve Kissel called for nominations for the position of Deputy Reeve for a one-year term to expire with the inauguration of the next Council in October 2025:

- Reeve Kissel nominated Councillor Kochan. Councillor Kochan accepted the nomination.
- Councillor Samra nominated Councillor Wright. Councillor Wright accepted the nomination.

There being no further nominations, the Chair ceased nominations.

Executive Director M. Boscariol and Director A. Zaluski administered an election by secret ballot. Councillor Kochan was appointed as Deputy Reeve by secret ballot.



MOVED by Councillor Wright that Councillor Kochan be appointed as Rocky View County's Deputy Reeve for a one-year term to expire with the inauguration of the next Council in October 2025.  
Carried

Council stood at ease as Lead Legislative Officer T. Andreasen administered the oath of office for Deputy Reeve Kochan.

The Chair called for a recess at 9:24 a.m. and called the meeting back to order at 9:33 a.m.

#### **E Establish 2025 Council and Committee Meeting Dates**

MOVED by Councillor Hanson that the Committee Meeting Calendar as presented in Attachment 'A' be amended as follows:

- Remove Council orientation dates (to be rescheduled closer to the 2025 municipal election)
- Remove January 20, 2025 placeholder date
- Remove November 24, 2025 placeholder date

Carried

MOVED by Councillor Hanson that Council approve the 2025 Rocky View County Council and Committee Meeting Calendar as presented in Attachment 'A', as amended.

Carried

The Chair called for a recess at 9:41 a.m. and called the meeting back to order at 9:43 a.m.

#### **G-1 Agricultural Service Board / ALUS Partnership Advisory Committee**

Reeve Kissel called for nominations for three member at large positions from west of Highway 2 on the Agricultural Service Board and ALUS Partnership Advisory Committee for terms of three years to expire in October 2027.

- Councillor Hanson nominated Bruce Kendall, Travis Eklund, and Trevor Birchall.

There being no further nominations, the Chair ceased nominations.

Executive Director M. Boscariol and Director A. Zaluski administered an election by secret ballot. Travis Eklund and Trevor Birchall were appointed by secret ballot.

MOVED by Councillor Wright that Travis Eklund and Trevor Birchall be appointed to the Agricultural Service Board and ALUS Partnership Advisory Committee as members at large from west of Highway 2 for terms of three years to expire in October 2027.

Carried



**G-2 Assessment Review Board**

Reeve Kissel called for nominations for one member at large position on the Assessment Review Board for a term of three years to expire in October 2027.

- Deputy Reeve Kochan nominated Beverly Copithorne, Gurjit Toor, Justin St. Louis, and Nick Wiebe.

There being no further nominations, the Chair ceased nominations.

Executive Director M. Boscaroli and Director A. Zaluski administered an election by secret ballot. Justin St. Louis was appointed by secret ballot.

MOVED by Deputy Reeve Kochan that Justin St. Louis be appointed to the Assessment Review Board as members at large for a term of three years to expire in October 2027.

Carried

**G-3 Family and Community Support Services Board**

Reeve Kissel called for nominations for three member at large positions on the Family and Community Support Services Board for terms of three years to expire in October 2027.

- Councillor Hanson nominated Beverly Copithorne, Blaine Townsend, Graeme Ireland, Gurjit Toor, and Jung-Suk Ryu.

There being no further nominations, the Chair ceased nominations.

Executive Director M. Boscaroli and Director A. Zaluski administered an election by secret ballot. Beverly Copithorne and Blaine Townsend were appointed by secret ballot. Graeme Ireland and Jung-Suk Ryu were tied on the secret ballot.

Executive Director M. Boscaroli and Director A. Zaluski administered an additional election by secret ballot. Jung-Suk Ryu was appointed by secret ballot.

MOVED by Councillor Wright that Beverly Copithorne, Blaine Townsend, and Jung-Suk Ryu be appointed to the Family and Community Support Services Board as members at large for terms of three years to expire in October 2027.

Carried

**G-4 Subdivision and Development Appeal Board and Enforcement Appeal Committee**

Reeve Kissel called for nominations for three member at large positions on the Subdivision and Development Appeal Board and Enforcement Appeal Committee for terms of three years to expire in October 2027.

- Deputy Reeve Kochan nominated Beverly Copithorne, Bob Doherty, Gurjit Toor, Moire Dunn, Nick Wiebe, and Prahbdeip Siingh Gill.

There being no further nominations, the Chair ceased nominations.



Executive Director M. Boscarior and Director A. Zaluski administered an election by secret ballot. Bob Doherty, Beverly Copithorne, and Moire Dunn were appointed by secret ballot.

MOVED by Councillor Hanson that Bob Doherty, Beverly Copithorne, and Moire Dunn be appointed to the Subdivision and Development Appeal Board and Enforcement Appeal Committee as members at large for terms of three years to expire in October 2027.

Carried

### **G-5 Policy Review Advisory Committee**

Reeve Kissel called for nominations for three positions on the Policy Review Advisory Committee for one-year terms to expire with the inauguration of the next Council in October 2025.

- Deputy Reeve Kochan nominated Councillor Wright. Councillor Wright accepted the nomination.
- Councillor Boehlke nominated Deputy Reeve Kochan. Deputy Reeve Kochan accepted the nomination.
- Councillor Wright nominated Councillor Hanson. Councillor Hanson accepted the nomination.
- Councillor Boehlke nominated Reeve Kissel. Reeve Kissel accepted the nomination.
- Councillor Wright nominated Councillor Samra. Councillor Samra declined the nomination.
- Councillor Wright nominated Councillor Boehlke. Councillor Boehlke declined the nomination.

There being no further nominations, the Chair ceased nominations.

Executive Director M. Boscarior and Director A. Zaluski administered an election by secret ballot. Councillor Wright and Deputy Reeve Kochan were appointed by secret ballot. Councillor Hanson and Reeve Kissel were tied on the secret ballot.

Executive Director M. Boscarior and Director A. Zaluski administered an additional election by secret ballot. Reeve Kissel was appointed by secret ballot.

MOVED by Councillor Samra that Councillor Wright, Deputy Reeve Kochan, and Reeve Kissel be appointed to the Policy Review Advisory Committee for one-year terms to expire with the inauguration of the next Council in October 2025.

Carried



## H-1 Calgary Metropolitan Region Board

Reeve Kissel called for nominations for the position of Rocky View County's representative on the Calgary Metropolitan Region Board for a one-year term to expire with the inauguration of the next Council in October 2025.

- Deputy Reeve Kochan nominated Reeve Kissel. Reeve Kissel accepted the nomination.
- Councillor Wright nominated Councillor Hanson. Councillor Hanson accepted the nomination.

There being no further nominations, the Chair ceased nominations.

Executive Director M. Boscaroli and Director A. Zaluski administered an election by secret ballot. Reeve Kissel was appointed by secret ballot.

MOVED by Councillor Hanson that Reeve Kissel be appointed as Rocky View County's representative to the Calgary Metropolitan Region Board for a one-year term to expire with the inauguration of the next Council in October 2025.

Carried

Reeve Kissel called for nominations for the position of Rocky View County's alternate representative on the Calgary Metropolitan Region Board for a one-year term to expire with the inauguration of the next Council in October 2025.

- Councillor Schule nominated Deputy Reeve Kochan. Deputy Reeve Kochan accepted the nomination.
- Councillor Samra nominated Councillor Hanson. Councillor Hanson accepted the nomination.

There being no further nominations, the Chair ceased nominations.

Executive Director M. Boscaroli and Director A. Zaluski administered an election by secret ballot. Deputy Reeve Kochan was appointed by secret ballot.

MOVED by Councillor Samra that Deputy Reeve Kochan be appointed as Rocky View County's alternate representative on the Calgary Metropolitan Region Board for a one-year term to expire with the inauguration of the next Council in October 2025.

Carried



## H-2 South Central Rural Municipalities of Alberta District 2 Board

Reeve Kissel called for nominations for the position of Rocky View County's representative on the South Central Rural Municipalities of Alberta District 2 Board for a one-year term to expire with the inauguration of the next Council in October 2025.

- Councillor Hanson nominated Councillor Schule. Councillor Schule declined the nomination.
- Councillor Samra nominated Councillor Boehlke. Councillor Boehlke accepted the nomination.

There being no further nominations, the Chair ceased nominations.

Councillor Boehlke was appointed as Rocky View County's representative on the South Central Rural Municipalities of Alberta (SCRMA) District 2 Board by acclamation.

MOVED by Councillor Hanson that Councillor Boehlke be appointed as Rocky View County's representative on the South Central Rural Municipalities of Alberta (SCRMA) District 2 Board for a one-year term to expire with the inauguration of the next Council in October 2025.

Carried

Reeve Kissel called for nominations for the position of Rocky View County's alternate representative on the South Central Rural Municipalities of Alberta District 2 Board for a one-year term to expire with the inauguration of the next Council in October 2025.

- Councillor Samra nominated Deputy Reeve Kochan. Deputy Reeve Kochan declined the nomination.
- Councillor Wright nominated Reeve Kissel. Reeve Kissel accepted the nomination.

There being no further nominations, the Chair ceased nominations.

Reeve Kissel was appointed as Rocky View County's alternate representative on the South Central Rural Municipalities of Alberta (SCRMA) District 2 Board by acclamation.

MOVED by Councillor Wright that Reeve Kissel be appointed as Rocky View County's alternate representative on the South Central Rural Municipalities of Alberta (SCRMA) District 2 Board for a one-year term to expire with the inauguration of the next Council in October 2025.

Carried



**H-3 Marigold Library System Board**

Reeve Kissel called for nominations for the position of Rocky View County’s representative on the Marigold Library System Board for a three-year term to expire in October 2027.

- Councillor Wright nominated Laura Chitwood and Nick Wiebe.

There being no further nominations, the Chair ceased nominations.

Executive Director M. Boscaroli and Director A. Zaluski administered an election by secret ballot. Laura Chitwood was appointed by secret ballot.

MOVED by Councillor Boehlke that Laura Chitwood be appointed as Rocky View County’s representative to the Marigold Library System Board for a three-year term to expire in October 2027.

Carried

**K Adjourn the Meeting**

MOVED by Councillor Samra that the October 15, 2024 organizational meeting be adjourned at 10:29 a.m.

Carried

All ballots for the secret ballot elections conducted at the October 15, 2024 organizational meeting were destroyed at the conclusion of the organizational meeting in accordance with section 27 of the *Procedure Bylaw*.

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Reeve or Deputy Reeve

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Chief Administrative Officer or designate