



**Organizational Meeting of Council Agenda  
October 25<sup>th</sup> @ 2:00 pm  
Village Council Chambers**

1. Call to Order by Administrator
2. Council Orientation by Administrator
3. Oaths of Office – (All Council Members)
4. Nomination & Appointment of Chief Elected Official (Mayor) (MGA Act Sec. 150(2))
5. Nomination & Appointment of Deputy Chief Elected Official (Deputy Mayor) (MGA Act Sec. 152)
6. Oaths of Office – (Mayor, Deputy Mayor)
7. Board Representation (filled by Resolution)
  - a. Barnwell Public Library Board – 1 Member (quarterly or more as needed)
  - b. Taber & District Solid Waste Mgmt. Committee – 1 or 2 members (as needed)
  - c. Taber & District Housing Authority – 1 Member (Monthly – currently meet on the 1<sup>st</sup> Thursday at 1:30 PM, next meeting will be November 4, 2021)
  - d. Oldman River Regional Service Commission (ORRSC) (Member & Alternate Member) Meetings quarterly 7-9pm
  - e. Regional Fire Partnership Committee – 2 Members (twice annually or as needed)
  - f. Joint Economic Development Committee – 1 non-voting member (quarterly, w/option to become voting member which would require 2 members)
  - g. Intermunicipal Development Plan Committee – 2 Members plus Mayor (as required)
  - h. Intermunicipal Collaboration Framework Agreement Committee – 2 Members plus Mayor (as required)
  - i. Intermunicipal Emergency Management Committee – Mayor & CAO
  - j. Municipal Planning Commission - Chairman & Member & one community member at large) – Monthly as needed
  - k. Subdivision & Development Appeal Board (1 Member) – as needed
  - l. Regional Assessment Review Board – (1 Member) – as needed
8. Establishment of Village Committees (by Resolution)

- a. Parks & Recreation/Pioneer Days Committee
  - b. Infrastructure
  - c. Beautification
  - d. Cemetery
  - e. Risk Management Committee
9. a. Appointment community member to MPC
  - b. Appointment community member to SDAB
10. Council meeting dates and times
  11. Cheque Signing Authority (usually all Council plus Administrator)
  12. Adjournment

**MINUTES OF ORGANIZATIONAL MEETING OF COUNCIL OF THE VILLAGE OF  
BARNWELL HELD AT COUNCIL CHAMBERS, OCTOBER 25, 2021**

The organizational meeting of the council of the Village of Barnwell was held in council chambers in the municipal office on Monday, October 25, 2021, commencing at 2:00 pm.

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**IN ATTENDANCE** Councillor Shayla Anderson  
Councillor Kent Bullock  
Councillor Missy Foster  
Councillor Deb Hansen  
Councillor Jake Hiebert

Rachel Schortinghuis, Administrator  
Tania Sprong, Administrative Assistant

**ABSENT** Don McCrae, Public Works

**CALL TO ORDER** Administrator called the meeting to order at 2:02 pm.

**ORIENTATION BY ADMINISTRATOR**

Administrator provided brief orientation of council and village organization.

**OATHS OF OFFICE - COUNCILLOR**

Rachel Schortinghuis, Administrator, administered the Oath of Office for Councillors for the Village of Barnwell. The Oath of Office for Councillor for the term ending at the next municipal election was taken by:

Councillor Shayla Anderson  
Councillor Kent Bullock  
Councillor Missy Foster  
Councillor Deb Hansen  
Councillor Jake Hiebert

**APPOINTMENT OF CHIEF ELECTED OFFICIAL – MAYOR**

Administrator opened the floor for nominations of Chief Elected Official (Mayor) for the Village of Barnwell.

Councillor Foster nominated Councillor Bullock – nomination accepted.

Councillor Bullock nominated Councillor Hansen – nomination accepted.  
No further nominations put forth.

Vote was held by show of hands. Unanimous vote for Councillor Bullock. Due to results, vote was not held for Councillor Hansen.

**RES 123/21**      **MOVED** by Councillor Foster that Councillor Bullock be appointed Mayor of the Village of Barnwell for the term ending October 2022.

**CARRIED UNANIMOUSLY**

**APPOINTMENT OF DEPUTY CHIEF ELECTED OFFICIAL – DEPUTY MAYOR**

Administrator opened the floor for nominations of Deputy Chief Elected Official (Deputy Mayor) for the Village of Barnwell.

Councillor Bullock nominated Councillor Hansen – nomination accepted.  
No further nominations put forth.

**RES 124/21**      **MOVED** by Councillor Bullock that Councillor Hansen be appointed Deputy Mayor of the Village of Barnwell for the term ending October 2022.

**CARRIED UNANIMOUSLY**

**OATHS OF OFFICE – MAYOR AND DEPUTY MAYOR**

Rachel Schortinghuis, Administrator, administered the Oath of Office for the Mayoral and Deputy Mayoral Offices for the Village of Barnwell.

The Oath of Office for Mayor for the term ending October 2022 was taken by:

Councillor Kent Bullock

The Oath of Office for Deputy Mayor for the term ending October 2022 was taken by:

Councillor Deb Hansen

Administrator ceded control of the meeting to Mayor Bullock.

**BOARD REPRESENTATION**

**RES 125/21**      **MOVED** by Councillor Anderson that the following Board appointments be made:


Barnwell Public Library Board – Councillor Hansen

Taber & District Solid Waste Mgmt. Committee – Councillor Hiebert

Taber & District Housing Authority – Councillor Anderson

Oldman River Regional Service Commission (ORRSC) – Mayor Bullock (Member) and Councillor Foster (Alternate Member)

Regional Fire Partnership Committee – Councillor Hiebert and Councillor Foster



Joint Economic Development Committee – Councillor Hansen

Intermunicipal Development Plan Committee – Mayor Bullock, Councillor Anderson, and Councillor Hiebert

Intermunicipal Collaboration Framework Agreement Committee – Mayor Bullock, Councillor Hansen, and Councillor Foster

Intermunicipal Emergency Management Committee – Mayor Bullock and Rachel Schortinghuis

Municipal Planning Commission – Mayor Bullock (Chairman) and Councillor Foster (Member)

Subdivision & Development Appeal Board – Councillor Hansen

Regional Assessment Review Board – Councillor Foster

CARRIED

#### ESTABLISHMENT OF COMMITTEES

**RES 126/21**            MOVED by Councillor Hansen that the following Committee appointments be made:

Parks and Recreation/Pioneer Day Committee – Councillor Hansen, Councillor Foster, and Councillor Anderson

Infrastructure Committee – Councillor Hiebert

Beautification Committee – Councillor Foster and Councillor Hansen

Cemetery Committee – Mayor Bullock

Risk Management Committee – Councillor Hiebert

CARRIED

#### APPOINTMENT OF COMMUNITY MEMBERS

**RES 127/21**            MOVED by Councillor Hiebert that the following resident be appointed as a member of the Municipal Planning Commission:

Cornelius Neudorf

CARRIED

**RES 128/21**            MOVED by Councillor Hansen that the following residents, subject to their acceptance, be appointed as a member of the Subdivision Development and Appeal Board:

Ian Matheson

Del Bodnarek

CARRIED

**COUNCIL MEETING DATES AND TIMES**

**RES 129/21**            MOVED by Mayor Bullock that Village of Barnwell Regular Meetings of Council be held on the third Thursday of each month at six (6) pm.

CARRIED

**CHEQUE SIGNING AUTHORITY**

RECUSAL – COUNCILLOR HIEBERT

Councillor Hiebert advised Council that he is a member of the Mutual Funds Dealers Association of Canada and to avoid any possible conflict of interest with his responsibilities under the professional association or the Alberta Securities Commission, Councillor Hiebert recused himself as a signing officer for the Village of Barnwell.

**RES 130/21**            MOVED by Councillor Anderson that the following individuals be assigned financial and administrative signing authority for the Village of Barnwell:

- Councillor Shayla Anderson
- Councillor Kent Bullock
- Councillor Missy Foster
- Councillor Deb Hansen
- Administrator Rachel Schortinghuis

CARRIED

**ADJOURNMENT**

**RES 131/21**            Moved by Councillor Foster that the meeting be adjourned.

CARRIED

Meeting adjourned at 2:57 pm.

These minutes approved this 18 day of November, 2021.

  
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 MAYOR

  
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 ADMINISTRATOR