



**COUNCIL MINUTES**  
**Organizational Meeting of Council**  
 Monday, October 21, 2024  
 Fox Creek Greenview Protective Services Building  
 – Upstairs Training Room / Zoom

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**PRESENT:**

Mayor	Sheila Gilmour
Deputy Mayor	Kerri Hudson
Councillors	Meesha Bainton
	Brenda Burrige
	Eric Doran
	Jim Hailes
	Kim Norman
Chief Administrative Officer	Kristen Milne
Director of Community Services	Wendy Chaychuk
Director of Recreation	Brandon Pauling
Communications & Economic Development	Davis Prizgintas
Recording Secretary	Denise Baranowski

**ABSENT WITH NOTICE:**

Councillor	Meesha Bainton
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**1. CALL TO ORDER**

Mayor Sheila Gilmour called the Organizational Meeting of Council for October 21, 2024, to order at 6:02 p.m.

**2. ADOPTION OF AGENDA**

Delete item 3. - Confirm Deputy Mayor Appointment Terms

Moved by: Councillor Hailes	
<b>252-24</b>	That the agenda for the Organizational Meeting of Council held on October 21, 2024 be approved, as amended.
<b>CARRIED UNANIMOUSLY</b>	

**3. SETTING REGULAR MEETING DATES, TIMES, AND PLACE**

3.1 Request for Decision – 2024 – 2025 Regular Council Meeting Schedule

Moved by: Councillor Hudson	
<b>253-24</b>	That Council approves the 2024/2025 Regular Meetings of Council as presented in Option 1 and requests administration to bring back a revised Committee of the Whole Meetings schedule at the Regular Meeting of Council on November 4, 2024.
<b>CARRIED UNANIMOUSLY</b>	

**4. BYLAW AND POLICIES**

4.1 Request for Decision – 882-2024 – Operating Line Borrowing Bylaw

Moved by: Councillor Hudson	
<b>254-24</b>	That Council gives first reading to Bylaw 882-2024 – Operating Line Borrowing.
<b>CARRIED UNANIMOUSLY</b>	

Moved by: Councillor Doran	
<b>255-24</b>	That Council gives second reading to Bylaw 882-2024 – Operating Line Borrowing.
<b>CARRIED UNANIMOUSLY</b>	

Moved by: Councillor Burrige	
<b>256-24</b>	That Council moves to hold third and final reading to Bylaw 882-2024 – Operating Line Borrowing.
<b>CARRIED UNANIMOUSLY</b>	

Moved by: Councillor Norman	
<b>257-24</b>	That Council gives third and final reading to Bylaw 882-2024 – Operating Line Borrowing.
<b>CARRIED UNANIMOUSLY</b>	

**5. APPOINTMENTS TO BOARDS AND COMMITTEES**

5.1 Request for Decision – Appointments to Boards and Committees

Moved by: Councillor Burridge	
<b>258-24</b>	That Council approves the 2024/2025 Boards and Committees appointments, as discussed.
<b>CARRIED UNANIMOUSLY</b>	

**INTERNAL COUNCIL COMMITTEES**

Community Growth and Tourism Board	1. Jim Hailes 2. Kerri Hudson
Emergency Management Committee	1. Sheila Gilmour 2. Eric Doran
Intermunicipal Collaboration Framework (ICF)	1. Kerri Hudson 2. Sheila Gilmour
Legacy Scholarship Committee	1. Kim Norman 2. Eric Doran
Municipal Planning Commission (MPC)	1. Brenda Burridge 2. Kim Norman ALT: Kerri Hudson
Subdivision and Development Appeal Board	1. Eric Doran 2. Sheila Gilmour ALT: Jim Hailes

**EXTERNAL COUNCIL COMMITTEES**

Alberta C.A.R.E	1. Kerri Hudson 2. Brenda Burridge ALT: Kim Norman
Community Futures Yellowhead East	1. Jim Hailes
Family & Community Support Services (FCSS)	1. Sheila Gilmour ALT: Kim Norman
Fox Creek Community Education Committee	1. Jim Hailes
Fox Creek Synergy Group	1. Brenda Burridge ALT: Sheila Gilmour
Golden Triangle Board	1. Jim Hailes ALT: Eric Doran
Grande Prairie Regional Tourism Association	1. Sheila Gilmour ALT: Kim Norman
Greenview Waste Management Commission	1. Brenda Burridge 2. Kerri Hudson ALT: Sheila Gilmour
Heart River Foundation	1. Sheila Gilmour
Municipal Library Board	1. Kim Norman ALT: Brenda Burridge
Peace Airshed Zone Association	1. Eric Doran ALT: Sheila Gilmour
Peace Library Board	1. Kim Norman ALT: Brenda Burridge
Reside Selection Committee for the Rural Health Professions Action Plan (RhPAP)	1. Sheila Gilmour
Whitcourt Regional Forest Advisory Committee & Canfor Advisory Committee	1. Jim Hailes 2. Eric Doran

**6. APPOINTMENT OF SIGNING AUTHORITIES**

6.1 Request for Decision – Appointment of an Assessor

Moved by: Councillor Doran
<b>259-24</b> That Council appoints Troy Birtles from Accurate Assessment Group as the Assessor for the Town of Fox Creek for the period April 1, 2025 – March 31, 2026.
<b>CARRIED UNANIMOUSLY</b>

6.2 Request for Decision – Appointment of a Financial Institutions

Moved by: Councillor Burrige
<b>260-24</b> That Council appoints CIBC and ATB as the official financial institutions for the Town of Fox Creek for the year ending December 31, 2025.
<b>CARRIED UNANIMOUSLY</b>

6.3 Request for Decision – Appointment of an Auditor

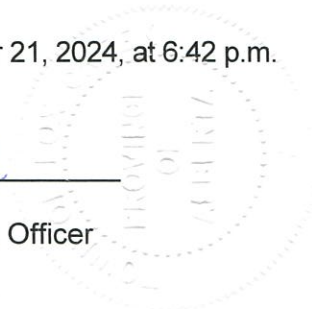
Moved by: Councillor Doran
<b>261-24</b> That Council appoints Ascend LLP, formerly Endeavour Chartered Accountants, as Auditors for the Town of Fox Creek for the year ending December 31, 2024.
<b>CARRIED UNANIMOUSLY</b>

**7. ADJOURNMENT**

Mayor Sheila Gilmour adjourned the Organizational Meeting held on October 21, 2024, at 6:42 p.m.

  
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Sheila Gilmour  
Mayor

  
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Kristen Milne  
Chief Administrative Officer



November 4, 2024  
Date Approved