

**Village of Warburg:**

Minutes of an Organizational Meeting of the Council of the Village of Warburg held Monday, October 25, 2021 in the Village of Warburg Municipal Basement.

**Call to Order**

Municipal Administrator C. Pankewitz called the meeting to order at 6:53 p.m. with the following in attendance.

**COUNCIL** members **PRESENT** at commencement:  
Dwayne Mayr Mayor  
Ivan Laing Councillor  
Rick Hart Councillor  
Steven Swartz Councillor

VIA Zoom:  
Cody Henderson Councillor

Present from Administration:  
Christine Pankewitz Municipal Administrator

**3. Adoption of the Agenda:**

Mayor D. Mayr called for additions/ deletions/changes to the agenda.

R8012-10-21

R. Hart MOVED:  
That the agenda be approved as presented.

Carried

**4. Oaths of Office**

The Oaths of Office were taken by Mayor Mayr, Councillor Hart, Councillor Henderson, Councillor Laing and Councillor Swartz.

**5. Orientation**

Administrator Pankewitz welcomed and congratulated the Mayor and Councillors and provided them with a brief orientation.

**6. Deputy Mayor**

Mayor Mayr declared nominations open for the position of Deputy Mayor.

R8013-10-21

I. Laing MOVED:  
That Council appoint a yearly Deputy Mayor as per the following rotation:  
1<sup>st</sup> year – Councillor Rick Hart  
2<sup>nd</sup> year – Councillor Ivan Laing  
3<sup>rd</sup> year – Councillor Steven Swartz  
4<sup>th</sup> year – Councillor Cody Henderson

Carried

Councillor Hart was declared Deputy Mayor for a period of one year.

Deputy Mayor Hart then took his Oath of Office.

**7. Appointments**

R8014-10-21

R. Hart MOVED:  
The following committees, representatives and directors be appointed for the forthcoming term of 4 years to be affirmed yearly:

Public Relations and Media	Mayor
Director to Leduc Regional Housing Foundation	Rick Hart
Alternate Director to Leduc Regional Housing Foundation	Ivan Laing
Warburg & District Recreation Board Representative	Steve Swartz
Warburg & District Recreation Board Rep. Alternate	Dwayne Mayr
Warburg & District Recreation Board Members (3)	Tricia Carstairs Kaitlynn Pawlick Shelley Davis
FCSS Advisory Board Representative	Cody Henderson
Alternate FCSS Advisory Board Representative	Rick Hart
FCSS Advisory Board Representative (County)	Cody Henderson
Alternate FCSS Board Representative (County)	Rick Hart
FCSS Advisory Board Members	Joan Hall Kim Westlin Ousana Brackley Gail O'Neill Shauna Schwindt Kaitlynn Pawlick

Library Board Trustee	Dwayne Mayr
Library Board Trustee (6)	Danelle Smith
	Kimberly Tran
	Pauline Brandt
	Christina McDowell
	Nikki Webber
	Robin Duiker
Yellowhead Regional Library Board Representative	Dwayne Mayr
Yellowhead Regional Library Board Alternate	Cody Henderson
Fire Department Committee	Steve Swartz
	Ivan Laing
	Cody Henderson
Fire Chief	Neil Filipic
Deputy Fire Chief (Voted by Firefighters)	John Wipf
Director of Emergency Management	Dwayne Mayr
Alternate Director of Emergency Management	Cody Henderson
Emergency Management Committee (3)	Cody Henderson
	Dwayne Mayr
	Ivan Laing
Economic Development Representative	Ivan Laing
Alternate Economic Development Representative	Rick Hart
Budget/Finance Committee	All Council
Assessment Review Board	Kevin Maine
	Ivan Laing
	Thomas Davey
Policy/Planning Excellence Committee	All Council
Development & Subdivision Appeal Board Members (3)	Ivan Laing
	Steven Swartz
	Kevin Maine
	Rick Hart
Community Hall Board Representative	Steve Swartz
Community Hall Board Representative Alternate	Cody Henderson
Arena Board Representative	Steve Swartz
Alternate Arena Board Representative	Ivan Laing
Bloomin' Buddies	Steve Swartz
Alternate Bloomin' Buddies	Cody Henderson
Staff Relations (2)	Dwayne Mayr
	Rick Hart
39/20 Alliance Project Representatives	Rick Hart
	Dwayne Mayr
Medical Attraction & Retention Committee	Dwayne Mayr
Medical Attraction & Retention Committee Alternate	Cody Henderson
Cost Sharing Agreement Planning & Consultation Committee (2)	Cody Henderson
	Dwayne Mayr
Trails & Parks Committee	Rick Hart
School Liaison Representative	Dwayne Mayr
Alternate School Liaison Representative	Ivan Laing
	Cody Henderson

Carried

**8. Meetings**  
R8015-10-21

S. Swartz MOVED:

That the regular meetings of Council be held on the second Monday of each month except for the months of January, February, March, and April when two regular meetings may be held on the second and fourth Mondays of said months. When the Council Meeting falls on a holiday it will be held on the following Tuesday. Meetings to begin at 7:00 p.m in the Council Room. All Council meetings are open to the public.

Carried

**9. Signing Authority**  
R8016-10-21

D. Mayr MOVED:

That Mayor Dwayne Mayr, Councillor Steven Swartz and Deputy Mayor Rick Hart and Municipal Administrator Christine Pankewitz, be authorized as signing authority for the Village of Warburg.

Carried

**10. Meeting Fees**

R8017-10-21

I. Laing MOVED:

That regular Council meeting fees paid to the Councillors and to the Administrator, be set at \$150.00 (to include the Organizational meeting if it is a separate meeting) and that the meeting fee for the Mayor be set at \$200.00 (to include the Organizational meeting if it is a separate meeting); and that a fee of \$100.00 be paid for each additional meeting. For meetings lasting over three hours a fee of \$150.00 will be paid.

Carried

**11. Expenses**

R8018-10-21

I. Laing MOVED:

That the rate for authorized persons attending conventions and workshops while acting on Village matters shall be \$250.00, plus accommodations costs, plus meals to a maximum of \$50.00 per day, if not provided.

Carried

**12. Mileage**

R8019-10-21

S. Swartz MOVED:

That the rate paid for mileage expenses for authorized persons be set at \$.55 per km., provided their own vehicle has been used.

Carried

**13. Correspondence**

R8020-10-21

S. Swartz MOVED:

That the following correspondence be received as information:

- a) The Chamber – congratulating Council
- b) Bylaw #166/19
- c) Bylaw #98/10
- d) Bylaw #150/18
- e) Elected Officials Education Program

carried

**Adjournment**

R8021-10-21

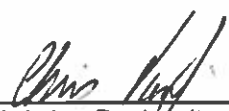
R. Hart MOVED:

That the Council meeting be adjourned (8:48 p.m.)

carried

These minutes approved this 8<sup>th</sup> day of November 2021.

  
\_\_\_\_\_  
Mayor Dwayne Mayr

  
\_\_\_\_\_  
Christine Pankewitz  
Municipal Administrator