



**Minutes of the Annual General Meeting of the Alberta Clerks Association held on  
Friday, April 12<sup>th</sup>, 2013 at the Marriott, Calgary Airport, Calgary, Alberta**

**PRESENT:**

**Executive Members:**

President	Audrey Cerny, City of Grande Prairie
Vice President	Aleta Neufeld, City of Lethbridge
Treasurer	Jade Brown, Regional Municipality of Wood Buffalo
Secretary	Wanda Pintye, City of Calgary
Communications Director	Cheryl Hyde, Town of Canmore
Program/Education Director	Cathy Drescher, Town of High River
Past President	Doug Tymchyshyn, Parkland County

**Membership:**

Janice King	Town of High River
LaRae Ellis	Town of Chestermere (Intern)
Jesse Sopko	Northern Sunrise County
Kelly Kruger	Strathcona County
Jacqueline Roblin	Strathcona County
Chris Belke	City of St. Albert
Stacey Loe	Town of Cochrane
Audrey Rogers	Regional Municipality of Wood Buffalo
Joanne Wall	Regional Municipality of Wood Buffalo
Verna Staples	Town of Black Diamond
Patty Huber	Town of Whitecourt
Kim Isaak	City of Camrose
Jennifer McAdam	Parkland County
Carolynn Grey	City of Spruce Grove
Natalie Germann	MD of Bighorn
Sandy Peddle	Saddle Hills County
Carmela Erickson	Town of Innisfail
Sheryl Exley	City of Ft. Saskatchewan
Vivienne MacIntyre	City of Ft. Saskatchewan
Melanie Kanarek	Lac La Biche County
Carol Schofield	Town of Stony Plain
Rhonda West	Town of Hinton
Barbara Clifford	City of Calgary
Sue Gray	City of Calgary
Melanie Hulsker	City of Calgary
Jacqueline Nickerson	City of Cold Lake
Linda Turnbull	Town of Okotoks



---

Sharon Pollock	City of Airdrie
Kari Kitiuk	City of Airdrie
Tara Johnston-Lee	Town of Banff
Lisa Lee	Town of Banff
Samantha Saretsky	Red Deer County
Angela Cruickshank	City of Medicine Hat
Amy Rommens	City of Brooks
Tracy Parker	Yellowhead County
Frieda McDougall	City of Red Deer
Kelly Cust	Town of Viking (Intern)
Mavis Nathoo	City of Edmonton
Brad White	City of Edmonton
Nancy Lougheed	Red Deer County
Sandra Davis	City of Edmonton
Laura Kennedy	City of Edmonton
Jennifer Sawatzky	Town of Strathmore
Lindsay Thompson	Town of High Level
Brenda Hepp	County of PaintEarth No.18
Debbie Godfrey	Town of Olds
Kerry Van Ham	Town of Taber
Debra Heemeryck	Town of Strathmore

**Guests:**

Colin Doupe	Alberta Municipal Affairs
Cathy Duplessis	Alberta Municipal Affairs
Blaine Alexander	Alberta Municipal Affairs

**Call to Order** Audrey Cerny, President, called the meeting to order at 10:32 a.m.

**Additions to The Agenda** There were no additions to the agenda.

**Adoption of the Agenda** **MOVED by Laura Kennedy that the agenda be adopted.**

**CARRIED**

**Alberta Municipal Affairs Presentation**

Colin Doupe provided an update on current activities at Alberta Municipal Affairs. The update centered primarily on amendments to the Local Authorities Election Act (specifically Elector Identification), Election Forms Regulation, 2013 Election Training and Internet Voting.



Audrey thanked Colin, Cathy and Blaine for the presentation and for attending.

**Adoption of the  
Minutes**

MOVED by Aleta Neufeld that the signed minutes of the Annual General Meeting of the Alberta Municipal Clerks Association held April 20<sup>th</sup>, 2012, be posted on the association website.

**CARRIED**

**Reports**

**Organization Committee Report**

Audrey Cerny presented the Organizational Committee Report.

MOVED by Jesse Sopko that the Organization Committee Report be received as information.

**CARRIED**

**Program / Education Committee Report**

Cathy Drescher reported on the Program/Education for the this year's convention

MOVED by Jennifer McAdam that the Program/Education Committee Report be received as information.

**CARRIED**

**Auditors' Report**

The Auditors' Report for 2012 was presented by Nancy Lougheed.

MOVED by Mavis Nathoo that the 2012 Auditors' Report be accepted as presented.

**CARRIED**



### **Treasurer's Report**

Jade Brown provided an overview of the Treasurer's report.

MOVED by Barbara Clifford that the Treasurer's Report be accepted as presented.

**CARRIED**

### **Membership Fees for 2013**

Jade Brown recommended no increase to fees.

MOVED by Vivienne MacIntyre that the membership fees remain at \$160.00 per year for the calendar year 2013 be adopted.

**CARRIED**

### **Operating Budget for 2013**

Jade Brown presented the 2013 Operating Budget to the membership. Audrey Cerny provided additional information on the approval of a grant from Municipal Affairs for the sum of \$2500 that could be utilized to cover some of the costs associated with holding the 2014 conference and noted that the Association could reapply for the same grant in 2014.

MOVED by Jacqueline Nickerson that the Operating Budget for January 1 to December 31, 2013 showing a balanced budget be adopted.

**CARRIED**

### **Financial Statements for 2012**

MOVED by Jacqueline Nickerson that the Financial Statements for the period January 1 to December 31, 2012 be received as presented.

**CARRIED**



---

**Date and Location for 2014 Conference**

MOVED by Vivienne MacIntyre that the 2014 AMCA Conference be held in Fort Saskatchewan, from April 10<sup>th</sup> to 11<sup>th</sup>, 2014 and the Pre-Conference on April 9<sup>th</sup>, 2014.

**CARRIED**

**Date and Location for 2015 Conference**

MOVED by Cheryl Hyde that the 2015 AMCA Conference be held in Canmore, from April 9<sup>th</sup> to 10<sup>th</sup>, 2015 and the Pre-Conference on April 8<sup>th</sup>, 2015.

**CARRIED**

**Date and Location for 2016 Conference**

MOVED by Jade Brown that the 2016 AMCA Conference be held in Regional Municipality of Wood Buffalo, from April 14<sup>th</sup> to 15<sup>th</sup>, 2016 and the Pre-Conference on April 13<sup>th</sup>, 2016.

**CARRIED**

**Other Business Post Election Event – Mid-November**

MOVED by Freida McDougall that the post election event be held on November 19, 2013 at the City of Calgary, Election Office.

**CARRIED**

**Amendment to Bylaw 1-2007 with respect to membership fees**

INTRODUCE, Moved by Laura Kennedy, that Bylaw 1-2013, be introduced and read a first time

**CARRIED**

SECOND, Moved by Carol Schofield, that Bylaw 1-2013 be read a second time.

**CARRIED**



THIRD, Moved by Sheryl Exley, that Bylaw 1-2013 be read a third and final time.

**CARRIED UNANIMOUSLY**

**Fee Schedule**

MOVED by Sheryl Exley that the fee schedule be adopted.

**CARRIED**

**Items Directly  
To Membership**

**Resolution to Review Online Voting Opportunities**

MOVED by Freida McDougall that the following resolution introduced.

NOW THEREFORE BE IT RESOLVED that the Alberta Municipal Clerks Association, having considered the recent provincial decision not to support an online voting pilot, hereby urges the provincial government to establish, as committed by the Minister of Municipal Affairs, a Municipal/Provincial committee to review online voting opportunities in Alberta and that the Alberta Municipal Clerks Association and its members be key participants of such a committee.

MOVED by Christopher Belke that the Review of Online Voting Opportunities resolution be adopted.

**CARRIED**

**Resolution to Urge the Minister of Municipal Affairs to Adopt a Ministerial Order to Resolve Outstanding Issues With the Local Authorities Election Act**

MOVED by Freida McDougall that the following resolution introduced.

NOW THEREFORE BE IT RESOLVED that the Alberta Municipal Clerks Association, having considered recent amendments to the Local Authorities Election Act with respect to voter identification hereby strongly urges the Minister of Municipal Affairs to adopt a Ministerial Order, on or before May 31, that will resolve outstanding issues in the legislature including but not limited to:



- 
- Clarity on post office boxes;
  - Public communication of ID requirements;
  - Ability for municipalities to have flexibility in determining form of identification
  - How to respond to electors who have recently relocated and do not have updated identification
  - Increased risk of disenfranchising/turning away electors

MOVED by Natalie Germann that the Ministerial Order to Resolve Outstanding Issues with the Local Authorities Election Act resolution be adopted.

**CARRIED**

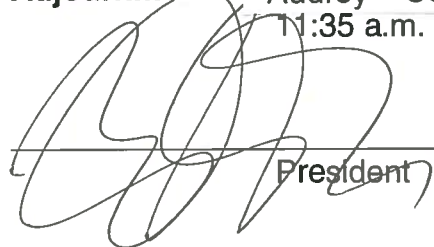
MOVED by Cathy Drescher that a sub-committee be established to maintain the Association's presence in Municipal Affairs during the review of the Municipal Government Act. The sub-committee will gather a list of priority items – top ten burning issues from the membership that will be provided to Municipal Affairs. The sub-committee will consist of one member on the Executive Committee and four members of the Alberta Municipal Clerk's Association. The sub-committee has a sunset clause to continue until the work of the sub-committee is concluded.

The appointment to the sub-committee is as follows:

Cheryl Hyde, Canmore, Executive Committee Member  
Audrey Rogers, Regional Municipality of Wood Buffalo  
Stacey Loe, Town of Cochrane  
Kim Isaak, City of Camrose  
Frieda McDougall, City of Red Deer

**CARRIED**

**Adjournment** Audrey Cerny, President declared the meeting closed at 11:35 a.m.

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary