
**Minutes of the Annual General Meeting of the Alberta Clerks Association Held on
Friday, April 30, 2021, via Zoom.**

PRESENT:

Executive Members:

President	Carolynn Grey, City of Spruce Grove
Vice President	Samantha Rodwell, City of Red Deer
Treasurer	Tyler Andreasen, Rocky View County
Secretary	Megan Beson, County of Grande Prairie
Director	Jade Brown, Regional Municipality of Wood Buffalo
Director	Lana Antony, Town of Coaldale
Director	Noreen Zhang, Town of Wembley

Membership:

Amanda Van Beekveld	City of Grande Prairie
Amy Rommens	City of Brooks
Andrew Kaiser	
Angela Cruikshank	City of Medicine Hat
Annette Boissonnault	Town of Westlock
Ariana Nielsen	County of Newell
Ben Cowan	City of Camrose
Bonnie Hilford	City of Lethbridge
Brenda Molter	City of Fort Saskatchewan
Caitlyn Scott	City of Grande Prairie
Carolyn Gabriel	County of Grande Prairie No.1
Carolyn Van Der Kuill	Kneehill County
Charlotte Satink	Rocky View County
Cheryl Bergman	Flagstaff County
Cheryl Hyde	Town of Canmore
Chris Pinault	Town of Gibbons
Christina Michaud	Town of Stony Plain
Colleen Dickie	Vulcan County
Darlene Soucy	Regional Municipality of Wood Buffalo
David Sarsfield	City of Lethbridge
Denise Lines	Town of Drumheller
Dianne Mason	Sturgeon County
Heather Howey	Town of Westlock
Jacqueline Pelechytik	City of St. Albert

Jacqueline Roblin	Strathcona County
Jennifer Maskoke	City of Spruce Grove
Jesse Sopko	Sturgeon County
Jessica Robinson	City of Medicine Hat
Karie Nothof	Town of Stony Plain
Kate Gibson	City of Edmonton
Kayla Parsons	Town of Edson
Kerry Van Ham	M.D. of Taber
Kristen Tuff	Rocky View County
Lansey Middleton	Vulcan County
Leslie Rea	M.D. of Bighorn No. 8
Lindsey O'Mara	City of Spruce Grove
Lisa Schovanek	Sturgeon County
Marilyn Lavoie	City of Lloydminster
Mary Kukulski	County of Grande Prairie No. 1
Mavis Nathoo	Strathcona County
Melanie Crothers	Town of Devon
Melodie Steele	Town of Morinville
Michelle Mitton	Rocky View County
Miranda Anderson	City of Beaumont
Olive Toews	Northern Sunrise County
Quinton Flint	Town of Coronation
Raeanne Keer	Town of Taber
Ryan Westerson	City of Lethbridge
Sandra Ling	Town of Vegreville
Shanon Simon	Town of Redcliff
Sherri Barrett	Foothills County
Sheryl Exley	City of Fort Saskatchewan
Sonia Soutter	Regional Municipality of Wood Buffalo
Tammy Belsham	City of Airdrie
Ursula Patterson	Red Deer County
Verna Staples	Town of Black Diamond

Call to Order

Chairman,Carolynn Grey, called the meeting to order at 9:00 a.m. and confirmed quorum.

Adoption of the Agenda

MOVED by Cheryle Hyde that the agenda be adopted as presented.

CARRIED

**Adoption of the
Minutes**

MOVED by Jacqueline Roblin that the Minutes of the Annual General Meeting of the Alberta Municipal Clerks Association held October 29, 2020, be adopted as presented.

CARRIED

Reports

EXECUTIVE COMMITTEE REPORT

President,Carolynn Grey, provided an overview to the membership regarding the activities of the Alberta Municipal Clerks Association in 2020/2021 and reported on membership numbers for 2020/2021.

MOVED by Bonnie Hilford that the Executive Committee Report be accepted as information.

CARRIED

TREASURER'S REPORT

Appointment of Auditors

MOVED by Lyndsay O'Mara that Nancy Lougheed and Cheryl Hyde be appointed as the Auditors for the 2020 financial statements.

CARRIED

2020 Budget Variance Report

MOVED by Quinton Flint that the 2020 Budget Variance Report be accepted as presented.

CARRIED

2020 Statement of Operations

MOVED by Marilyn Lavoie that the 2020 Statement of Operations Report be accepted as presented.

CARRIED

2022 Budget

MOVED by Ryan Westerson that the 2022 budget be approved as presented.

CARRIED

AUDITORS' REPORT

The 2020 Auditors' Report was presented by Nancy Loughheed and Cheryl Hyde.

MOVED by Jesse Sopko that the 2020 audited financial statements be approved as presented.

CARRIED

ELECTIONS 2020

The following open positions on the Executive were filled.

(1) Nomination for President – term ending April 2023

In accordance with Bylaw 1-2019, the following names were submitted for nomination to the Office of President prior to the start of the 2021 Annual General Meeting:

- Jade Brown, Regional Municipality of Wood Buffalo.

No further nominations were submitted.

MOVED by Bonnie Hilford that nominations for president cease.

CARRIED

(2) Nomination for Vice President – two-year term ending April 2023

In accordance with Bylaw 1-2019, the following names were submitted for nomination to the Office of Vice President prior to the start of the 2021 Annual General Meeting:

- None received.

No nominations were submitted.

(3) Nomination for Director-at-Large– two-year term ending April 2023.

In accordance with Bylaw 1-2019, the following names were submitted for nomination to the Office of Director-at-Large prior to the start of the 2021 Annual General Meeting:

- Lana Antony, Town of Coaldale
- Marilyn Lavoie, City of Lloydminster
- Ryan Westerson, City of Lethbridge

MOVED by Kerri Van Hamm that nominations for Director-at-large cease.

CARRIED

(3) Nomination for Vice President – two-year term ending April 2023.

In accordance with Bylaw 1-2019, the following names were submitted for nomination to the Office of Director-at-large prior to the start of the 2021 Annual General Meeting:

- Marilyn Lavoie was nominated by Bonnie Hilford.

No further nominations were submitted.

Confirmation of Executive

MOVED by Jesse Sopko to confirm the following appointments to the Executive Committee:

1. Jade Brown to the position of President for a two-year term ending April 2023.
2. Marilyn Lavoie to the position of Vice President for a two-year term ending April 2023.
3. Lana Antony to the position of Director-at-large for a two-year term ending April 2023.
4. Ryan Westerson to the position of Director-at-large for a two-year term ending April 2023.

CARRIED

SERVICE AWARDS RECOGNITION

The following members were recognized for five (5) years of service:

- Abe Tinney – Town of Raymond

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- Anne Peck – Town of Blackfalds
 - Arlene Karbasheski – City of Grande Prairie
 - Brenda Coles – Town of Carstairs
 - Cathy Duplessis – Town of Okotoks
 - Charlotte Satink – City of Airdrie
 - Chelaine Winter – City of Beaumont
 - Denis Beaudry – City of Edmonton
 - Doug Rodwell – City of Lloydminster
 - Iryna Kennedy – Athabasca County
 - Jillian Borsuk – City of Chestermere
 - Kara Rusk – Town of High River
 - Leah Blair – Athabasca County
 - Maggie Nguyen – City of Chestermere
 - Marcie McKinnon – Town of Olds
 - Sandra Beaton – Town of High Level
 - Sandy Bugeja – Strathcona County
 - Tracy Lapping – Saddle Hills County
 - Vanessa Connors – Town of Innisfail

The following members were recognized for ten (10) years of service:

- Carolynn Grey – City of Spruce Grove
- Kerry Van Ham – Town of Taber
- Melanie McConnell – Lac La Biche County
- Shannon Wharton – Woodlands County

The following member was recognized for fifteen (15) years of service:

- Mary Rose, Town of Sylvan Lake

The following member was recognized for twenty-five (25) years of service:

- Sharon Pollyck – City of Airdrie
- Debbie Gillard – City of Yellowknife

MOVED by Sandra Ling that the 5, 10, 15 and 25 year long service award recipients be recognized for their service.

CARRIED

Adjournment

President, Carolynn Grey, declared the meeting closed at 9:48 a.m.



President



Secretary