



VILLAGE OF ELNORA
ORGANIZATIONAL MEETING MINUTES
Tuesday, October 28, 2025

The Organizational Meeting of the council of the Village of Elnora was held in the meeting room at the Elnora Drop-in Centre on Tuesday, October 28, 2025 commencing at 7:00 p.m.

IN ATTENDANCE:

Gail Moise
Leah Nelson
Sherri Walker

CAO, Tina Williamson-Ward
Admin Assistant, Lynsey Armstrong
Zoom attendees

CALL TO ORDER

The meeting was called to order by CAO T. Willimaosn-Ward at 7:00 p.m.

ELECTIONS OF OFFICE

2.1 MAYOR

CAO called for nominations for the office of Mayor

Sherri Walker nominated Leah Nelson for the position of Mayor

Leah Nelson allowed their name to stand for position of Mayor

CAO called for nominations a second time for the office of Mayor

CAO called for nominations for a third and final time for the office of Mayor

CAO declared nominations cease

CAO called for vote to appoint Leah Nelson as Mayor

All in favor

Office of Mayor (2.1)

Res #2025-177

CAO declared Leah Nelson elected as Mayor.

CARRIED

Mayor Nelson assumed the Chair for the remainder of the Organizational Meeting.

2.2 DEPUTY MAYOR

Mayor Nelson called for nominations for the office of Deputy Mayor
Gail Moise nominated Sherri Walker for the position of Deputy Mayor
Sherri Walker allowed their name to stand for position of Deputy Mayor

Mayor Nelson called for nominations a second time for the office of Deputy Mayor

Mayor Nelson called for nominations for a third and final time for the office of Deputy Mayor

Mayor Nelson moved that nominations cease.

Mayor Nelson called for vote to appoint Sherri Walker as Mayor

All in favor

Office of Deputy Mayor (2.2)

Res #2025-178

Mayor Nelson declared Sherri Walker elected as Deputy Mayor.

CARRIED

ORDER OF BUSINESS

Village Signing Authorities (3.1a)

Res #2025-179

MOVED by Deputy Mayor Walker to rescind J. Bissell and R. Duft as signing authorities and to appoint Mayor Nelson, Deputy Mayor Walker & CAO, any two (2) signatures.

CARRIED

FCSS Signing Authorities (3.1b)

Res #2025-180

MOVED by Councillor Moise to rescind J. Bissell as signing authority for FCSS and appoint Mayor Nelson.

CARRIED

Appointment of Auditor (3.2)

Res #2025-181

Moved by Mayor Nelson that the Village of Elnora Council appoint Gitzel & Company, Chartered Professional Accountants as Auditors for the Village of Elnora for 2025-2026.

CARRIED

Committees(3.3) a) b) c)

Res #2025-182

MOVED by Deput Mayor Walker that the following Committees be approved:

In House Committees

Finance Committee
Committee of the Whole

Representative

All of Council
All of Council

Funded Committees

FCSS
Parkland Foundation
Central Waste Management
Parkland Regional Library

Representative

Deputy Mayor Walker Alt. Mayor Nelson
Councillor Moise Alt. Mayor Nelson
Mayor Nelson Alt. Councillor Moise
Mayor Nelson Alt. Deputy Mayor Walker

Ad Hoc Committees

Police Advisory Committee
Weed Inspector

Representative

Councillor Moise Alt. Deputy Mayor Walker
R. Rintoul, PW Foreman

Recreation Board

Chair: Denver Silbernagel
Secretary: R. McQuillan
Board Members: R. Stefaniszyn
B. Pennock
K. Twidale

Library Board

Chair: Glenn Sawitsky
Vice Chair: S. Sawitsky
Secretary: H. LeBlanc
Treasurer: L.Higginbottom
Council Rep: Mayor Nelson
Board Members: C. Fossen

Municipal Planning Commission:

Board Members: K. Pennock
L. Cheshire
L. Nelson
D. Mose

Community Library Committee:

Board Members: Glenn Sawitsky, Library Board
Council Rep: Mayor Nelson
Council Rep: Councillor Moise

Elnora Cemetery Board:

Chair: L. Higginbottom
Treasurer: Pat Buckland

Secretary: J. Roberts
Alternate Secretary: R. McQuillan
Memorial Gardens & Flowers: Shirley Neelin
Board Member: D. Buckland
L. Chestire
D. Neelson
H. Neelson
M. Melner
Village Rep: Deputy Mayor Walker

CARRIED

Regular Meeting Dates & Time (3.4)

Res #2025-183 MOVED by Mayor Nelson that regular meetings of Council be held on the second Tuesday of each and every month at 7:00 pm, located at the Drop-In Centre.

CARRIED

Res #2025-184 MOVED by Councillor Moise that the next regular meetings of Council be held on the 4th day of November at 7:00PM due to Remembrance Day, being a statutory holiday.

CARRIED

Council Remuneration (3.5)

Res #2025-185 MOVED by Mayor Nelson that Council Remuneration be approved as follows:

- a) *Regular Council Meetings*
 - Mayor: \$80.00/meeting*
 - Deputy Mayor/Councilor: \$75.00/meeting*
- b) *Special Council Meetings*
 - Mayor: \$80.00/meeting*
 - Deputy Mayor/Councilor: \$75.00/meeting*
- c) *Committee Meetings*
 - Mayor: \$60.00/meeting*
 - Deputy Mayor/Councilor: \$60.00/meeting*
- d) *Full Day Sessions*
 - Mayor: \$120.00/day*
 - Deputy Mayor/Councilor: \$120.00/day*
- e) *Annual Stipend*
 - Mayor: \$800.00/year*
 - Deputy Mayor/Councilor: \$750.00/year*
- f) *CRA in Lieu*
 - Mayor: \$1,200.00/year*
 - Deputy Mayor/Councilor: \$1,200.00/year*
- g) *Council & Staff Mileage: \$0.70 per kilometer*

CARRIED

Financial Institution (3.6)

Res #2025-186

MOVED by Deputy Mayor Walker that the Village of Elnora Council appoint Servus Credit Union – Elnora Branch as the Financial Institution for the Village of Elnora.

CARRIED

Municipal Office Civic Address (3.7)

Res #2025-187

MOVED by Councillor Moise that the Village of Elnora Council name 640 Main Street as the Municipal Office for the Village of Elnora

CARRIED

ADJOURNMENT

Being that the agenda matters have been concluded the meeting adjourned at 7:21 PM

Leah Nelson, MAYOR

Tina Williamson-Ward, CAO