

**TOWN OF CASTOR
ORGANIZATIONAL MEETING OF THE COUNCIL MINUTES
TOWN OF CASTOR COUNCIL CHAMBERS
Monday, October 27th, 2025**

The organizational meeting of the Council of the Town of Castor was held at the Town of Castor Council Chambers on Monday, October 27th, 2025, commencing at 7:00 p.m.

The meeting was called to order at 7:00 p.m. by Donna Rowland, Chief Administrative Officer (CAO).

IN ATTENDANCE

Councillor Chad Gilchrist
Councillor Brenda Hepp
Councillor Trudy Kilner
Councillor Gwen Kleinschroth
Councillor Don Sisson
Councillor Matthew Sumegi
Councillor Brenda Wismer

Donna Rowland, CAO

ABSENT

AGENDA

MOTION: Councillor Wismer that the agenda be accepted.

CARRIED

**VOTING
METHOD**

MOTION: Councillor Hepp that the method for voting be secret ballot.

CARRIED

MAYOR

The CAO called for the nomination of Mayor.

Councillor Hepp that Councillor Kilner be nominated as Mayor for the Town of Castor.

Councillor Kilner accepted the nomination.

The CAO called for a second time for nominations for the position of Mayor.

Councillor Kleinschroth that Councillor Hepp be nominated as Mayor for the Town of Castor.

Councillor Hepp declined the nomination.

Councillor Sumegi that Councillor Sisson be nominated as Mayor.

Councillor Sisson declined the nomination.

The CAO called for a third time for nominations for the position of Mayor.

Councillor Gilchrist that Councillor Kleinschroth be nominated as Mayor.

Councillor Kleinschroth accepted the nomination.

MOTION: Councillor Wismer moved nominations to cease.

CARRIED

Councillor Kilner was appointed as Mayor of the Town of Castor by secret ballot of Council.

DEPUTY
MAYOR

Mayor Kilner called for nominations for Deputy Mayor.

Councillor Wismer that Councillor Hepp be nominated as Deputy Mayor for the Town of Castor.

Councillor Hepp accepted the nomination.

Mayor Kilner called for a second time for nominations for Deputy Mayor.

MOTION: Councillor Gilchrist moved nominations to cease.

CARRIED

Councillor Hepp was appointed as Deputy Mayor of the Town of Castor of Council.

**STANDING
COMMITTEES**

The following names were nominated and adopted as appointments to the Town Standing Committees:

Castor and District
Recreation Board: Councillor Gilchrist
Councillor Sumegi (Voting)

Dog and Cat Control: All Councillors

Municipal Planning
Committee: Councillor Hepp
Councillor Wismer

Intermunicipal
Development Plan
and Intermunicipal
Collaboration Frame-
Work Committees: Councillor Hepp
Councillor Sumegi

Safety Committee: Councillor Gilchrist
Councillor Kleinschroth

Pest and Weed
Control Appeal
Panel: Councillor Kleinschroth
Councillor Sisson

Castor Library
Board: Councillor Sumegi
Councillor Wismer

MOTION: Councillor Sisson that the above-named appointments be ratified to the Town of Castor Standing Committees.

CARRIED

The following nominations for Council Appointments were adopted:

Castor and District
Family Community
Support Services: Councillor Wismer by secret ballot

Palliser Regional
Municipal Services: Councillor Hepp

Paintearth Regional
Waste Management: Mayor Kilner

Castor and District
Housing Authority: Councillor Sisson by secret ballot
Councillor Wismer (Voting) by
secret ballot

East Central
Ambulance Assoc.: Councillor Hepp by secret ballot

3C's Emergency
Response Society: Councillor Gilchrist

Fire Department
& 911: Councillor Gilchrist

Castor and Area
Health Care Providers
Attraction and Retention
Committee: Councillor Hepp by secret ballot
Mayor Kilner by secret ballot

Castor and
District Museum
Society: Councillor Sisson
Councillor Sumegi

Castor Fair Board: Councillor Sisson

Community Hall
Board/Ag Society: Councillor Hepp

Shirley McClellan
Regional Water
Services Commission: Mayor Kilner
Councillor Sumegi (Voting)

ISDAB Assessment
Review Board: Councillor Kleinschroth

Veteran Memorial
Highway Assoc.: Councillor Hepp

Paintearth Adult
Learning Council: Councillor Sumegi

Education Joint Use
Committee: Councillor Kleinschroth

Battle River
Economic Opportunities
Centre: Councillor Sisson

Castor Golf
Club: Councillor Gilchrist

Castor Curling
Club: Councillor Sumegi

Castor Community
Foodbank
Committee: Mayor Kilner by secret ballot
Councillor Sisson by secret ballot

Insurance Risk
Pro Committee: CAO
Assistant CAO
Director of Public Works
Safety Officer/Administrative
Assistant
Mayor

Castor Splash
Park Committee: Councillor Gilchrist
Councillor Sumegi

MOTION: Councillor Sumegi that the recommended
appointments for the various Committees,
Organizations, and Boards be ratified.

CARRIED

VARIOUS AT
LARGE
APPOINTMENTS

MOTION: Councillor Kleinschroth that the following At
Large Selections to Various Boards,
Committees, and Organizations be appointed.

Castor and District
Family and Community
Support Services: Vanessa Dyki

Town of Castor
Safety Committee: Administrative Assistant
Assistant CAO
Director of Public Works
Director of Community Services
CAO
Safety Officer

Castor & District
Recreation Board: Chair – Tina Hronek
Vice Chair – (County
Representative)
Directors:
Dena Boxma
Tammy Spady
Ryan Trask

Castor Municipal
Library Board: Bev Morie – Term end

October 27, 2026
Angie Eggleston – Term end
October 27, 2026
Brenda Hepp – Term end October
17, 2028
Brenda Wismer – Term end
October 27, 2027
Shawn Peach – Term end October
27, 2028
Sandy Shipton – Term end
October 27, 2027
Carol Ries – Term end October 27,
2026
Barbara Collier – Term end
October 28, 2027
Matthew Sumegi – Term end
October 27, 2027

Castor Municipal
Planning Committee:

Garry DeVloo
Roberta Herr
Kevin McDougall

Castor Subdivision &
Development Appeal
Board:

Lana Hall
John Wright
Maureen Wright

Assessment
Review Board:

2 public members at large

Castor Splash Park
Committee:

Kevin McDougall
Gwen Kleinschroth
Jacqueline Baldwin
County of Paintearth (1 member)

CARRIED

COUNCIL MEETINGS

MOTION: Councillor Wismer that the Regular Meetings of Council shall be held the Second and Fourth Mondays of the month commencing at 7:00 p.m. If a regular meeting falls on a Statutory Holiday Monday, the meeting shall be held on the Tuesday, immediately following the Statutory Holiday Monday.

CARRIED

REVIEW OF PROCEDURAL BYLAW:

MOTION: Councillor Hepp that the Review of the Procedural Bylaw is completed.

CARRIED

COUNCIL REMUNERATION:

SALARIES

MOTION: Councillor Sisson that the Council monthly salaries are as follows:
Mayor - \$700.00/month
Deputy Mayor - \$550.00/month
Councillor - \$500.00/month.

CARRIED

PER DIEM

MOTION: Councillor Wismer that the per diem rates for attending meetings outside the Town of Castor boundaries will be as follows: \$75.00 for a ½ day and \$150.00 for a full day. The daily meal allowance will be \$15.00 for breakfast, \$20.00 for lunch, and \$35.00 for supper.

CARRIED

MILEAGE AND
OUT OF POCKET
EXPENSES

MOTION: Councillor Hepp that the mileage rate paid to members of Council and Staff to attend meetings, courses, and seminars align with current Government rates. Out-of-pocket expenses for hotel rooms and taxis will be refunded providing receipts are submitted.

CARRIED

APPOINTMENT OF
SERVICES

MOTION: Councillor Kleinschroth that the Town of Castor continues to use the financial services of ATB Financial.

CARRIED

MOTION: Councillor Hepp that RWA Chartered Professional Accountants LLP is appointed as the Auditor for the Town of Castor.

CARRIED

MOTION: Councillor Gilchrist that Municipal Property Consultants (2009) Ltd. is appointed as the Assessor for the Town of Castor.

CARRIED

SIGNING
AUTHORITY

MOTION: Councillor Sisson that Mayor Kilner or in her absence Deputy Mayor Hepp, together with the Chief Administrative Officer, Donna Rowland or in her absence, the Assistant Chief Administrative Officer, Larissa Lindmark shall be the signing authority for the ATB Financial Accounts for the Town of Castor.

CARRIED

MOTION: Councillor Kleinschroth that Mayor Kilner or in her absence Deputy Mayor Hepp, together with the Chief Administrative Officer Donna Rowland or in her absence, the Assistant Chief Administrative Officer Larissa Lindmark shall be the signing authority for the Vision Credit Union accounts for the Town of Castor.

CARRIED

MOTION: Councillor Wismer that Mayor Kilner or in her absence Deputy Mayor Hepp, together with the Chief Administrative Officer Donna Rowland or in her absence, the Assistant Chief Administrative Officer Larissa Lindmark shall be the signing authority for the Town of Castor.

CARRIED

DESTRUCTION OF
BALLOTS

MOTION: Councillor Kleinschroth that the voting ballots be destroyed.

CARRIED

ALBERTA MUNICIPALITIES
CONVENTION:

MOTION: Councillor Kleinschroth that Council set the members of Council that will attend the Alberta Municipalities Convention in 2025.

CARRIED

MOTION: Councillor Sisson that Mayor Kilner, Deputy Mayor Hepp, Councillor Sisson and Councillor Sumegi attend the Alberta Municipalities Convention with two members of Administration in Calgary November 12 to 14, 2025.

CARRIED

ADJOURNMENT

Mayor Kilner that the meeting be adjourned.

The meeting adjourned at 7:58 p.m.

MAYOR

CHIEF ADMINISTRATIVE OFFICE

DRAFT