

ORGANIZATIONAL MEETING
WEDNESDAY, OCTOBER 26, 2016

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PRESENT

Doug Jones	Mayor
Kevin W Brost	Councillor
Trevor Hittel	Councillor (Via Teleconference)
Joe Lazzari	Councillor
Dennis Punter	Councillor
Stacey Wiechnik	Councillor
Thomas Tracy	Councillor

ABSENT

None.

ATTENDING

Charmain Snell	Chief Administrative Officer (CAO)
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CALL TO ORDER

Mayor Jones called the meeting to order at 6:45 p.m.

AGENDA

C482(16/10/26)

RESOLUTION by Councillor Brost that Council adopts the agenda governing the October 26, 2016 Organizational Meeting for the Town of Oyen as presented. **CARRIED**

NEW BUSINESS:
COUNCIL

Voting Procedure

By resolution, Council shall determine if they wish to vote by secret ballot or show of hands, during the Organizational Meeting.

C483(16/10/26)

RESOLUTION by Councillor Wiechnik that Council determines that voting for the Deputy Mayor and Boards and Committees representatives and alternates is to be done by a show of hands, unless a secret ballot is specifically requested for the question, with the ballot count being conducted by CAO Charmain Snell if required. **CARRIED**

Election of Deputy Mayor

As per section 152 of the Municipal Government Act, Council is required to appoint a Deputy Mayor from among the Councillors for the 2016/2017 year.

A call will be made three times for nominations for the position of Deputy Mayor. Following the third call, a request will be made for a motion for nominations to cease. Voting will then take place if required.

Mayor Jones called for nominations for Deputy Mayor.

Councillor Tracy nominated Councillor Brost for the position of Deputy Mayor.

Councillor Hittel nominated Councillor Wiechnik for the position of Deputy Mayor.

Councillor Brost declined to let his name stand for the position of Deputy Mayor.

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

Mayor Jones called for nominations for Deputy Mayor a third and final time.

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- C484(16/10/26)** **RESOLUTION by Councillor Punter that nominations for Deputy Mayor cease. CARRIED**
- C485(16/10/26)** **RESOLUTION by Councillor Punter that Council, following the election process, declares Councillor Wiechnik as Deputy Mayor of the Town of Oyen. CARRIED**
- Appointment of Councillors to Committees and Boards
- The Town of Oyen will appoint members to serve on various in-house and external committees for 2016-2017.
- Council appointments will be resolved at the conclusion of the selection process and a motion made to confirm the appointments as per the attached chart.
- C486(16/10/26)** **RESOLUTION by Councillor Punter that Council appoint or reaffirm the appointments of Councillor Hittel, Councillor Lazzari, and Councillor Tracy as the representatives to the Municipal Planning Commission on the Council appointed boards and committees list. CARRIED**
- C487(16/10/26)** **RESOLUTION by Councillor Tracy that Council appoint or reaffirm the appointments of Deputy Mayor Wiechnik, Councillor Brost, and Councillor Punter as the representatives and Mayor Jones as the alternate representative to the Subdivision & Development Appeal Board on the Council appointed boards and committees list. CARRIED**
- C488(16/10/26)** **RESOLUTION by Deputy Mayor Wiechnik that Council appoint or reaffirm the appointments of Councillor Hittel, Councillor Punter, and Councillor Tracy as the representatives and Councillor Brost as the alternate representative to the Personnel Committee on the Council appointed boards and committees list. CARRIED**
- C489(16/10/26)** **RESOLUTION by Councillor Tracy that Council appoint or reaffirm the appointments of Councillor Brost, Councillor Hittel, and Councillor Lazzari as the representatives and Councillor Tracy as the alternate representative to the Public Works Committee on the Council appointed boards and committees list. CARRIED**
- C490(16/10/26)** **RESOLUTION by Deputy Mayor Wiechnik that Council appoint or reaffirm the appointments of Councillor Punter as the representative and Mayor Jones as the alternate representative to the Acadia Foundation Board on the Council appointed boards and committees list. CARRIED**
- C491(16/10/26)** **RESOLUTION by Councillor Punter that Council appoint or reaffirm the appointments of Mayor Jones and Councillor Lazzari as the representatives to the Airport Commission on the Council appointed boards and committees list. CARRIED**
- C492(16/10/26)** **RESOLUTION by Councillor Brost that Council appoint or reaffirm the appointment of Deputy Mayor Wiechnik as the representative and Councillor Hittel as the alternate representative to the Big Country**

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- Recycling Society on the Council appointed boards and committees list. **CARRIED**
- C493(16/10/26)** RESOLUTION by Councillor Brost that Council appoint or reaffirm the appointments of Mayor Jones as the representative and Councillor Lazzari as the first (1st) alternate representative and Councillor Punter as the second (2nd) alternate representative to the Big Country Medical Dental Clinic Board on the Council appointed boards and committees list. **CARRIED**
- C494(16/10/26)** RESOLUTION by Councillor Brost that Council appoint or reaffirm the appointments of Councillor Hittel as the representative and Deputy Mayor Wiechnik as the alternate representative to Big Country Waste Management on the Council appointed boards and committees list. **CARRIED**
- C495(16/10/26)** RESOLUTION by Councillor Tracy that Council appoint or reaffirm the appointments of Mayor Jones as the representative and Councillor Punter as the alternate representative to the Canadian Badlands Board on the Council appointed boards and committees list. **CARRIED**
- C496(16/10/26)** RESOLUTION by Councillor Hittel that Council appoint or reaffirm the appointments of Deputy Mayor Wiechnik and Councillor Brost as the representatives to the Cemetery Advisory Committee on the Council appointed boards and committees list. **CARRIED**
- C497(16/10/26)** RESOLUTION by Councillor Lazzari that Council appoints or reaffirm the appointments of Councillor Brost, Councillor Hittel, and Councillor Punter as the representatives to the Economic Development and Tourism Committee on the Council appointed boards and committees list. **CARRIED**
- C498(16/10/26)** RESOLUTION by Deputy Mayor Wiechnik that Council appoint or reaffirm the appointments of Councillor Brost and Councillor Punter to the Municipal Emergency Management Agency to provide aid in the preparation of the Municipal Emergency Plan. **CARRIED**
- C499(16/10/26)** RESOLUTION by Councillor Brost that Council appoint or reaffirm the appointments of Deputy Mayor Wiechnik as the representative and Councillor Punter as the alternate representative to the FCSS Board on the Council appointed boards and committees list. **CARRIED**
- C500(16/10/26)** RESOLUTION by Deputy Mayor Wiechnik that Council appoint or reaffirm the appointments of Mayor Jones and Councillor Punter as the representatives on the Health Task Force on the Council appointed boards and committees list. **CARRIED**
- C501(16/10/26)** RESOLUTION by Councillor Punter that Council appoint or reaffirm the appointments of Councillor Tracy as the representative and Councillor Lazzari as the alternate representative to the Henry Kroeger Regional Water Commission on the Council appointed boards and committees list. **CARRIED**
- C502(16/10/26)** RESOLUTION by Councillor Brost that Council appoint or reaffirm the appointments of Councillor Punter as the representative and

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Councillor Brost as the alternate representative to the Marigold Library Board on the Council appointed boards and committees list.
CARRIED

C503(16/10/26) RESOLUTION by Councillor Lazzari that Council appoint or reaffirm the appointments of Deputy Mayor Wiechnik as the representative and Councillor Hittel as the alternate representative to the Meridian Community Futures on the Council appointed boards and committees list.
CARRIED

C504(16/10/26) RESOLUTION by Councillor Tracy that Council appoint Councillor Brost as the representative and Councillor Punter as the alternate representative to the Oyen Municipal Library Board on the Council appointed boards and committees list.
CARRIED

C505(16/10/26) RESOLUTION by Councillor Tracy that Council appoint or reaffirm the appointment of Councillor Brost as the representative and Councillor Lazzari as the alternate representative to the Oyen & District Golf and Country Club Executive Committee on the Council appointed boards and committees list.
CARRIED

C506(16/10/26) RESOLUTION by Deputy Mayor Wiechnik that Council appoint or reaffirm the appointment of Councillor Lazzari as the representative and Councillor Tracy as the alternate representative to the Oyen & District Water Association on the Council appointed boards and committees list.
CARRIED

C507(16/10/26) RESOLUTION by Councillor Punter that Council appoint or reaffirm the appointment of Mayor Jones and Deputy Mayor Wiechnik as the representatives to the Palliser Economic Partners on the Council appointed boards and committees list.
CARRIED

C508(16/10/26) RESOLUTION by Councillor Brost that Council appoint or reaffirm the appointment of Councillor Tracy as the representative and Councillor Punter as the alternate representative on the Palliser Regional Municipal Planning to the Council appointed boards and committees list.
CARRIED

C509(16/10/26) RESOLUTION by Councillor Tracy that Council appoint or reaffirm the appointment of Deputy Mayor Wiechnik as the representative on the REAL Program Board on the Council appointed boards and committees list.
CARRIED

C510(16/10/26) RESOLUTION by Councillor Tracy that Council appoint or reaffirm the appointment of Councillor Lazzari as the representative and Councillor Tracy as the alternate representative to the Red Deer River Municipal User Group on the Council appointed boards and committees list.
CARRIED

C511(16/10/26) RESOLUTION by Councillor Lazzari that Council appoint or reaffirm the appointment of Councillor Lazzari as the representative and Councillor Tracy as the alternate representative on the Red Deer River Watershed Alliance on the Council appointed boards and committees list.
CARRIED

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C512(16/10/26) RESOLUTION by Councillor Punter that Council appoint or reaffirm the appointments Deputy Mayor Wiechnik to 2017; and Charmain Snell to 2018 on the Regional Assessment Review Board on the Council appointed boards and committees list. **CARRIED**

C513(16/10/26) RESOLUTION by Councillor Tracy that Council appoint or reaffirm the appointment of Deputy Mayor Wiechnik and Councillor Punter as the representatives to the SAMDA Economic Partnership on the Council appointed boards and committees list. **CARRIED**

C514(16/10/26) RESOLUTION by Councillor Brost that Council appoint or reaffirm the appointment of Mayor Jones as the representative and Deputy Mayor Wiechnik as the alternate representative to the SE Mayors and Reeves Association on the Council appointed boards and committees list. **CARRIED**

C515(16/10/26) RESOLUTION by Councillor Lazzari that Council appoint or reaffirm the appointment of Mayor Jones and Councillor Punter as the representatives on the Special Areas Cultural Centre Task Force on the Council appointed boards and committees list. **CARRIED**

C516(16/10/26) RESOLUTION by Councillor Punter that Council appoint or reaffirm the appointment of Deputy Mayor Wiechnik as the representative on the Victims Services Board on the Council appointed boards and committees list. **CARRIED**

Appointment of
Members at Large

Council was required to appoint or reaffirm members at large to the following:

FCSS Board Members	(6)
Municipal Library Board	(7)
SAMDA Economic Partnership	(2)
Cemetery Committee	(6)
Airport Commission	(1)
Big Country Recycling Society	(2)
Tourism/Economic Development	(3)

C517(16/10/26) RESOLUTION by Deputy Mayor Wiechnik that Council appoints or reaffirms the appointments of Constable Marshall Garland as the RCMP representative; Debora Brockmann, Rhonda Evans, Susan Grudecki, Connie Hertz to October 2017; and Sheila Anderson to October 2019 as Members at Large to the Oyen and District Family and Community Support Services Board. **CARRIED**

C518(16/10/26) RESOLUTION by Councillor Tracy that Council appoints or reaffirms the appointments of Noreen Chiliak, Debbie Pearen, and Terry Pearen to October 2017; Lois Bedwell, Valarie Evens, and Peter White to October 2018; and Jean Kimber to terms as Members at Large to the Oyen Municipal Library Board. **CARRIED**

C519(16/10/26) RESOLUTION by Councillor Punter that Council appoints or reaffirms the appointments of Doug Jones and Joseph Lazzari as Members at Large to the SAMDA Economic Partnership. **CARRIED**

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- C520(16/10/26)** RESOLUTION by Deputy Mayor Wiechnik that Council appoints or reaffirms the appointments of Keith MacLean, Donna Maclean, Kevin McBain, Joanne McBain, Debbie Kovitch, and John Lijdsman as the Members at Large to the Cemetery Committee. CARRIED
- C521(16/10/26)** RESOLUTION by Councillor Brost that Council appoints or reaffirms the appointment of Gordon Johnson as a Member at Large to the Airport Commission. CARRIED
- C522(16/10/26)** RESOLUTION by Deputy Mayor Wiechnik that Council appoints or reaffirms the appointments of Diana Walker and Manfred Schroeder as the Members at Large to the Big Country Recycling Society. CARRIED
- C523(16/10/26)** RESOLUTION by Councillor Brost that Council appoints Tim Davey, Gordon Heath, and Lorraine Kuhn as Members at Large to the Economic Development and Tourism Committee. CARRIED
- Other Appointments Council is required to appoint individuals to the following positions:
Development Officer
Director of Emergency Management
Deputy Director of Emergency Management
Assistant Deputy Director of Emergency Management
- C524(16/10/26)** RESOLUTION by Deputy Mayor Wiechnik that Council reaffirm the appointment of Chief Administrative Officer, Charmain Snell as the Development Officer. CARRIED
- C525(16/10/26)** RESOLUTION by Councillor Tracy that Council reaffirm the appointment of Chief Administrative Officer, Charmain Snell as the Director of Emergency Management. CARRIED
- C526(16/10/26)** RESOLUTION by Councillor Tracy that Council reaffirm the appointment of Councillor Punter as the Deputy Director of Emergency Management. CARRIED
- C527(16/10/26)** RESOLUTION by Councillor Punter that Council reaffirm the appointment of John Van Otterloo as the Assistant Deputy Director of Emergency Management. CARRIED
- C528(16/10/26)** RESOLUTION by Deputy Mayor Wiechnik that Council reaffirm the appointment of Chief Administrative Officer, Charmain Snell as the Freedom of Information and Protection of Privacy Act (FOIP) Coordinator. CARRIED
- C529(16/10/26)** RESOLUTION by Councillor Punter that Council reaffirm the appointment of Paul Lijdsman as the Fire Chief until October 2017. CARRIED
- C530(16/10/26)** RESOLUTION by Councillor Tracy that Council reaffirm the appointment of Chief Administrative Officer, Charmain Snell as License Inspector for the Town of Oyen. CARRIED

Signing Authority

Council must authorize persons to sign all agreements, cheques and other negotiable instruments for 2016-2017.

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C531(16/10/26)

RESOLUTION by Councillor Tracy that Council appoints the Mayor or Deputy Mayor in conjunction with Chief Administrative Officer Charmain Snell or Tax/Utilities Clerk, Tanya Greenan as signing authorities on agreements, cheques and other negotiable instruments. **CARRIED**

Date, Place and Time of Council and Committee Meetings

As per Procedural Bylaw 798-10, the location, dates, and commencement times of the meetings of Council shall commence as determined by resolution of Council at the annual Organizational meeting.

C532(16/10/26)

RESOLUTION by Councillor Tracy that Council schedules regular Council meetings to be held beginning at 6:30 p.m. in the Town of Oyen Council Chambers on the 2nd (second) Wednesday of each month with the exception of the October, 2017 regular Council meeting which will be changed to the 1st (first) Wednesday of that month. **CARRIED**

Appointment of Professional Services

Council is requested to appoint the following professional services for the Town of Oyen in 2016/2017:
Assessors
Lawyers
Planning Agency

C533(16/10/26)

RESOLUTION by Deputy Mayor Wiechnik that Council appoints Terry Willoughby of Municipal Property Consultants (2009) Ltd. as the Town of Oyen Assessor for the period of January 1, 2017 to December 31, 2017. **CARRIED**

C534(16/10/26)

RESOLUTION by Councillor Tracy that Council appoints Colin Kloot, Barrister and Solicitor, Herman, Kloot & Co as the Town of Oyen legal firm to prosecute bylaws for the period of January 1, 2017 to December 31, 2017. **CARRIED**

C535(16/10/26)

RESOLUTION by Councillor Lazzari that Council appoints Palliser Regional Municipal Services as the Town of Oyen planning agency for the period of January 1, 2017 to December 31, 2017. **CARRIED**

ADJOURNMENT

Mayor Jones adjourned the Organizational Meeting on October 26, 2016 at 7:40 pm.

*Original Signed by
Doug Jones*

DATE

MAYOR

*Original Signed by
Charmain Snell*

DATE

CHIEF ADMINISTRATIVE OFFICER (CAO)

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