WEDNESDAY, OCTOBER 25, 2017

PRESENT
Doug Jones Mayor Elect
Blake Hertz Councillor Elect
Ed Hogan Councillor Elect
Joe Lazzari Councillor Elect
Doug Lehman Councillor Elect
James Walker Councillor Elect
Stacey Wiechnik Councillor Elect

ABSENT
None.

ATTENDING
Charmain Snell Chief Administrative Officer (CAO)
& Recording Secretary

CALL TO ORDER
CAO Snell called the meeting to order at 6:35 p.m.

REPORT OF RETURNING OFFICER
The Returning Officer, Charmain Snell, reported the Official Results of the 2017 Town of Oyen Election held on October 16, 2017 for the position of Mayor and Councillors. Ms. Snell reported that effective 12:00 noon, Friday, October 20, 2017, Doug Jones having received the highest number of votes was declared elected as Mayor for the Town of Oyen. In addition, Ms. Snell reported that effective 12:00 noon, Friday, October 20, 2017, Blake Hertz, Lawrence (Ed) Hogan, Joseph Lazzari, Douglas Lehman, James Walker, and Stacey Wiechnik having received the highest number of votes were all declared elected as Councillors for the Town of Oyen.

SWEARING IN OF NEW COUNCIL
Debbie Kovitch, a Commissioner for Oaths in the Province of Alberta, swore in the Mayor and the six (6) Councillors, who signed the necessary Oath of Office and took their place in the Council Chambers. The Oath of Office’s were then entered into the Minute Book.

C698(17/10/25)
RESOLUTION by Councillor Lazzari that Council receive for information the report submitted by Returning Officer Snell. CARRIED

AGENDA
C699(17/10/25)
RESOLUTION by Councillor Wiechnik that Council adopts the agenda governing the October 25, 2017 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.

C700(17/10/25)
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 2017/2018 year.

Initials: __________
Mayor

CAO
Mayor Jones suggested that because Councillor Wiechnik had received the highest number of votes during the election, she should hold the office of Deputy Mayor for the 2017-2018 year.

Mayor Jones called for nominations for the position of Deputy Mayor.

**C701(17/10/25)**

**RESOLUTION by Councillor Lehman that Council declare 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 2017-2018.

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.

**C702(17/10/25)**

**RESOLUTION by Councillor Lehman that Council appoint Councillor Hertz, Councillor Hogan, and Councillor Lazzari as the representatives and Councillor Walker as the alternate representative to the Municipal Planning Commission on the Council appointed boards and committees list.**

CARRIED

The MMGA will limit the number of Councillors who can sit on a Subdivision Appeal Board panel to one (1) individual, even if the appeal is not within their own municipality and will continue to prohibit members of a Municipal Planning Commission, the development authority and the subdivision approving authorities from being members of an ISDAB. A staff member, as long as they are not the development authority for a municipality may be trained to hear appeals in other municipalities.

**C703(17/10/25)**

**RESOLUTION by Councillor Hogan that Council appoint Deputy Mayor Wiechnik to the Subdivision & Development Appeal Board on the Council appointed boards and committees list with the intention that the Town of Oyen will join the Intermunicipal Subdivision and Development Appeal Board that is proposed by Palliser Regional Municipal Services.**

CARRIED

**C704(17/10/25)**

**RESOLUTION by Councillor Walker that Council appoint Deputy Mayor Wiechnik, Councillor Blake, and Councillor Lazzari as the representatives and Councillor Hogan as the alternate representative to the Personnel Committee on the Council appointed boards and committees list.**

CARRIED

**C705(17/10/25)**

**RESOLUTION by Deputy Mayor that Council appoint Councillor Hertz, Councillor Hogan, and Councillor Lazzari as the representatives and Councillor Lehman as the alternate representative to the Public Works Committee on the Council appointed boards and committees list.**

CARRIED

**C706(17/10/25)**

**RESOLUTION by Councillor Hogan that Council appoint Mayor Jones as the representative and Councillor Lehman as the alternate**

Initials: __________

Mayor

CAO
representative to the Acadia Foundation Board on the Council appointed boards and committees list.  

C707(17/10/25)  
RESOLUTION by Councillor Hertz that Council appoint Mayor Jones and Councillor Hogan as the representatives to the Airport Commission on the Council appointed boards and committees list.  

C708(17/10/25)  
RESOLUTION by Councillor Lehman that Council appoint Councillor Walker as the representative and Deputy Mayor Wiechnik as the alternate representative to the Big Country Recycling Society on the Council appointed boards and committees list.  

C709(17/10/25)  
RESOLUTION by Councillor Hogan that Council appoint Mayor Jones as the representative and Councillor Lazzari as the alternate representative to the Big Country Medical Dental Clinic Board on the Council appointed boards and committees list.  

C710(17/10/25)  
RESOLUTION by Councillor Lazzari that Council appoint Councillor Walker as the representative and Councillor Hogan as the alternate representative to Big Country Waste Management on the Council appointed boards and committees list.  

C711(17/10/25)  
RESOLUTION by Deputy Mayor Wiechnik that Council appoint Mayor Jones as the representative and Councillor Lehman as the alternate representative to the Canadian Badlands Board on the Council appointed boards and committees list.  

C712(17/10/25)  
RESOLUTION by Councillor Hertz that Council appoint Deputy Mayor Wiechnik and Councillor Walker as the representatives to the Cemetery Advisory Committee on the Council appointed boards and committees list.  

C713(17/10/25)  
RESOLUTION by Councillor Walker that Council appoints Mayor Jones, Councillor Hertz, and Councillor Lazzari as the representatives to the Economic Development and Tourism Committee on the Council appointed boards and committees list.  

C714(17/10/25)  
RESOLUTION by Councillor Hogan that Council appoint Councillor Hertz to the Emergency Management Agency to provide aid in the preparation of the Municipal Emergency Plan.  

C715(17/10/25)  
RESOLUTION by Deputy Mayor Wiechnik that Council direct Administration to find a date and plan an event to honour the extraordinary commitment of the Town of Oyen Volunteer Fire Fighters and their families to our community.  

C716(17/10/25)  
RESOLUTION by Councillor Lehman that Council appoint Deputy Mayor Wiechnik as the representative and Councillor Walker as the alternate representative to the FCSS Board on the Council appointed boards and committees list.  

C717(17/10/25)  
RESOLUTION by Deputy Mayor Wiechnik that Council appoint Councillor Lehman as the representative and Councillor Lazzari as the alternate representative to the Henry Kroeger Regional Water

Initials: __________
Mayor

__________  
CAO
Commission on the Council appointed boards and committees list.  
CARRIED

RESOLUTION by Councillor Hertz that Council appoint Councillor Hogan as the representative and Councillor Lehman as the alternate representative to the Marigold Library Board on the Council appointed boards and committees list.  
CARRIED

RESOLUTION by Councillor Lazzari that Council appoint Deputy Mayor Wiechnik as the representative and Councillor Lehman as the alternate representative to the Meridian Community Futures on the Council appointed boards and committees list.  
CARRIED

RESOLUTION by Deputy Mayor Wiechnik that Council appoint Councillor Hogan as the representative and Councillor Lehman as the alternate representative to the Oyen & District Golf and Country Club Executive Committee on the Council appointed boards and committees list.  
CARRIED

RESOLUTION by Councillor Walker that Council appoint Councillor Lazzari as the representative and Councillor Hertz as the alternate representative to the Oyen & District Water Association on the Council appointed boards and committees list.  
CARRIED

Councillor Lehman declared a pecuniary interest due to the fact that he has land that is affected by the decisions of Oyen & District Water Association and abstained from voting.

RESOLUTION by Councillor Lazzari that Council appoint Mayor Jones, Councillor Hogan, and Councillor Lehman as the representatives on the Oyen Health Task Force on the Council appointed boards and committees list.  
CARRIED

RESOLUTION by Deputy Mayor Wiechnik that Council appoint Councillor Hogan as the representative and Councillor Lehman as the alternate representative to the Oyen Municipal Library Board on the Council appointed boards and committees list.  
CARRIED

RESOLUTION by Councillor Hertz that Council appoint Mayor Jones and Deputy Mayor Wiechnik as the representatives to the Palliser Economic Partners on the Council appointed boards and committees list.  
CARRIED

RESOLUTION by Councillor Hogan that Council appoint Councillor Lehman as the representative and Deputy Mayor Wiechnik as the alternate representative on the Palliser Regional Municipal Planning to the Council appointed boards and committees list.  
CARRIED

Deputy Mayor Wiechnik informed Council that that the REAL program has not met for over a year and was unsure if continued participation on this Board was going to be necessary due to a change in their mandate and funding structure.

RESOLUTION by Deputy Mayor Wiechnik that Council table the appointment on the REAL program for a future Council meeting.  
CARRIED

Initials: __________  
Mayor

CAO
C727(17/10/25) RESOLUTION by Councillor Walker that Council appoint Councillor Lazzari as the representative and Councillor Lehman as the alternate representative to the Red Deer River Municipal User Group on the Council appointed boards and committees list. CARRIED

C728(17/10/25) RESOLUTION by Councillor Hertz that Council appoint Councillor Lazzari as the representative and Councillor Lehman as the alternate representative on the Red Deer River Watershed Alliance on the Council appointed boards and committees list. CARRIED

C729(17/10/25) RESOLUTION by Councillor Lehman that Council appoint Deputy Mayor Wiechnik as the representative on the Regional Assessment Review Board on the Council appointed boards and committees list. CARRIED

C730(17/10/25) RESOLUTION by Councillor Walker that Council appoint Deputy Mayor Wiechnik and Councillor Hertz as the representatives to the SAMDA Economic Partnership on the Council appointed boards and committees list. CARRIED

C731(17/10/25) RESOLUTION by Councillor Lazzari that Council appoint 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

C732(17/10/25) RESOLUTION by Deputy Mayor Wiechnik that Council table the appointments for the Special Areas Cultural Centre and the Victim Services Board for a future Council meeting. CARRIED

Councillor Hertz requested to be excused from the rest of the Organizational Meeting at 8:00 pm.

Appointment of Members at Large

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

- Airport Commission: 1
- Big Country Recycling Society: 2
- Cemetery Committee: 7
- Economic Development/Tourism: 0
- Emergency Management Agency: 5
- FCSS Board: 7
- Municipal Library Board: 7
- Regional Assessment Review Board: 1
- SAMDA Economic Partnership: 2

C733(17/10/25) RESOLUTION by Councillor Lehman that Council appoints Gordon Johnson as a Member at Large to the Airport Commission. CARRIED

C734(17/10/25) RESOLUTION by Councillor Walker that Council appoints Diana Walker and Manfred Schroeder as the Members at Large to the Big Country Recycling Society. CARRIED

C735(17/10/25) RESOLUTION by Councillor Hogan that Council appoints Keith MacLean, Donna Maclean, Kevin McBain, Joanne McBain, Debbie

Initials: __________

Mayor

CAO
Kovitch, John Van Otterloo, and Kim Walker as the Members at Large to the Cemetery Committee.

C736(17/10/25) RESOLUTION by Councillor Lazzari that Council table the appointments for the Members at Large to the Economic Development and Tourism Committee for a future Council meeting. CARRIED

C737(17/10/25) RESOLUTION by Deputy Mayor Wiechnik that Council appoints: Corporal Jamie Day as the RCMP Representative, Paul Lijdsman as the Fire Department Representative, Diane Swantz as the Alberta Health Services Representative, Michael Potter as the Public Works Representative, and Helen Reed as the Ministerial Association Representative for the Emergency Management Agency. CARRIED

C738(17/10/25) RESOLUTION by Councillor Walker that Council appoint Constable Leonard Beaton as the RCMP representative; appoint Sheila Anderson and Connie Hertz to October 2019; and appoint Glen Bamber, Debora Brockmann, Rhonda Evens, and Gerry Congram to October 2020 terms as Members at Large to the Oyen and District Family and Community Support Services Board. CARRIED

C739(17/10/25) RESOLUTION by Deputy Mayor Wiechnik that Council appoints: Lois Bedwell, Valerie Evens, and Peter White to October 2018; Jean Kimber to October 2019; and Noreen Chliliak, Debbie Pearen, and Terry Pearen to October 2020 terms as Members at Large to the Oyen Municipal Library Board. CARRIED

C740(17/10/25) RESOLUTION by Councillor Hogan that Council reaffirms the appointments of Charmain Snell to the Regional Assessment Review Board. CARRIED

C741(17/10/25) RESOLUTION by Councillor Walker that Council appoints Doug Jones and Douglas Lehman as Members at Large to the SAMDA Economic Partnership. CARRIED

Other Appointments
Council is required to appoint individuals to the following positions:
- Development Officer
- Director of Emergency Management
- Deputy Director of Emergency Management
- FOIP Coordinator
- Fire Chief
- Licence Inspector

C742(17/10/25) RESOLUTION by Councillor Hogan that Council appoints the Chief Administrative Officer, Charmain Snell as the Development Officer. CARRIED

C743(17/10/25) RESOLUTION by Deputy Mayor Wiechnik that Council appoint the Chief Administrative Officer, Charmain Snell as the Director of Emergency Management. CARRIED

C744(17/10/25) RESOLUTION by Councillor Hogan that Council appoint Deputy Mayor Wiechnik as the Deputy Director of Emergency Management. CARRIED

Initials: ____________________
Mayor
CAO
RESOLUTION by Councillor Walker that Council appoint the Chief Administrative Officer, Charmain Snell as the Freedom of Information and Protection of Privacy Act (FOIP) Coordinator. CARRIED

RESOLUTION by Councillor Lehman that Council appoint Paul Lijdsman as the Fire Chief for the Town of Oyen until October 2021. CARRIED

RESOLUTION by Councillor Hogan that Council appoint the 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 2017-2018.

RESOLUTION by Councillor Lehman 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.

RESOLUTION by Deputy Mayor Wiechnik that Council schedules regular Council meetings to be held beginning at 7:00 p.m. in the Town of Oyen Council Chambers on the 2nd (second) Wednesday of each month with the exception of the February and March, 2018 regular Council meeting which will be scheduled on Tuesday, February 13, 2018 and Tuesday, March 13, 2018 respectively. CARRIED

Appointment of Professional Services
Council is requested to appoint the following professional services for the Town of Oyen in 2017/2018:
Assessors
Lawyers
Planning Agency

RESOLUTION by Councillor Lazzari that Council appoints Terry Willoughby of Municipal Property Consultants (2009) Ltd. as the Town of Oyen Assessor for the period of January 1, 2018 to December 31, 2018. CARRIED

RESOLUTION by Councillor Lazzari 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, 2018 to December 31, 2018. CARRIED

RESOLUTION by Councillor Lehman that Council appoints Dan Smith, Barrister and Solicitor, Smith and Hersey Law Firm as the Town of Oyen legal firm for the period of January 1, 2018 to December 31, 2018. CARRIED
RESOLUTION by Councillor Hogan that Council appoints Palliser Regional Municipal Services as the Town of Oyen planning agency for the period of January 1, 2018 to December 31, 2019.  

CARRIED

Mayor Jones adjourned the Organizational Meeting on October 25, 2017 at 8:56 pm.

Original Signed by
Doug Jones

DATE MAYOR

Original Signed by
Charmain Snell

DATE CHIEF ADMINISTRATIVE OFFICER (CAO)