

Minutes: Of The Town of Coalhurst 2017/2018 Organizational Meeting of Council Held In Council Chambers on Tuesday, October 3, 2017

Present: Dennis Cassie Mayor
Heather Caldwell Councillor
Barbara Edgecombe-Green Councillor
Ron Lagemaat Councillor
Sheldon Watson Councillor

Kim Hauta Chief Administrative Officer

Staff Sergeant Glenn Henry Coaldale Rural/Municipal RCMP Detachment
Matthew Entz Coalhurst Good News Centre
Sid Lewis Resident

Family and Friends of Council Members

Chief Administrative Officer Hauta called the meeting to order at 7:00 p.m.

Matthew Entz, Coalhurst Good News Centre, gave the Prayer of Dedication.

Chief Administrative Officer Hauta presented the Official Election Results.

OATHS OF OFFICE

Staff Sergeant Henry administered the Oath of Office for Dennis Cassie for the position of Mayor.

Mayor Cassie assumed the Chair. Mayor Cassie and Staff Sergeant Henry administered the Oath of Office for the positions of Councillor.

SELECTION OF DEPUTY MAYOR

M#5268-17 Mayor Cassie moved that the Council of the Town of Coalhurst hereby appoints Councillor Watson to the office of Deputy Mayor for the 2017/2018 term. Carried Unanimously

Mayor Cassie and Staff Sergeant Henry administered the Oath of Office for Sheldon Watson for the office of Deputy Mayor.

Mr. Entz and family and friends of Council Members left the Council Chambers at 7:12 p.m.

Staff Sergeant Henry left the Council Chambers at 7:14 p.m.

Mr. Lewis left the Council Chambers at 7:15 p.m.

FIX DATES, TIMES & PLACE OF ALL REGULAR MEETINGS

- M#5269-17 Mayor Cassie moved that the dates, times and place of all regular Council meetings will be held as set out in Section 5 of the Procedure Bylaw No. 240-97. Carried Unanimously

APPOINTMENT OF BOARD MEMBERS

- M#5270-17 Mayor Cassie moved that the following appointments be made for the 2017/2018 term:
- a. Municipal Subdivision & Development Authority (Lagemaat, Watson, Member-at-Large – Lawrence Watmough) – Chairman Lagemaat
 - b. Municipal Subdivision & Development Appeal Board (Caldwell, Alternate – Edgecombe-Green and three members of the ORRSC Intermunicipal Subdivision and Development Appeal Board)
 - c. Green Acres Foundation (Caldwell)
 - d. Oldman River Regional Services Commission (Caldwell)
 - e. Emergency Measures (Cassie, Edgecombe-Green)
 - f. Community Futures Lethbridge Region (Edgecombe-Green)
 - g. SouthGrow Regional Initiative (Edgecombe-Green - and business representative –)
 - h. Barons-Eureka-Warner F.C.S.S. Board (two positions rotated between Barons, Coalhurst, Nobleford and Picture Butte) (Coalhurst – 2019 – 2021)
 - i. Chinook Arch Regional Library System (Caldwell)
 - j. Regional Local Assessment Appeal Board (Caldwell)
 - k. Regional Composite Assessment Appeal Board (Caldwell)
 - l. Oldman Watershed Council (Caldwell)
 - m. Intermunicipal Committee with Lethbridge County (Cassie, Lagemaat, Watson) – Chairman, on behalf of Town, Watson
 - n. Intermunicipal Committee (Cassie, Lagemaat, Watson)
 - o. Joint Public Safety Committee (Cassie)
 - p. Miners Days Historical Association of Coalhurst – 2015 (Lagemaat)
 - q. Mayor's/Reeves (Cassie)
- Carried Unanimously

INTERNAL COMMITTEES

- M#5271-15 Mayor Cassie moved that the following Internal Committee appointments be made for the 2017/2018 term:
- a. Risk Management Committee (Edgecombe-Green, Watson) – Chairman Edgecombe-Green
 - b. Policy/Bylaw Review Committee (Edgecombe-Green, Watson) – Chairman Edgecombe-Green

- c. Community Sustainability/Enhancement Committee (Cassie, Lagemaat) – Chairman Lagemaat
Carried Unanimously

INTERNAL APPOINTMENTS

M#5272-17 Mayor Cassie moved that the following appointments are confirmed for the 2017/2018 term:

- a. Assessor – Benchmark Assessment Consultants Inc. – Morgan Strate
- b. Assessment Review Board Clerk – ORRSC
- c. Municipal Subdivision & Development Appeal Board Clerk – ORRSC
- d. Director of Emergency Management – Mat Conte
- e. Deputy Director of Emergency Management – Adrian Vande Merwe
- f. Public Information Officer – Barbara Edgecombe-Green/Kyle Bullock
- g. Health Inspector – Alberta Health Services
- h. Engineer – MPE Engineering Ltd.
- i. Solicitor – North & Company – Phil North
- j. Auditor – KPMG – Mark De Blois
- k. Risk Management Coordinators – Kim Hauta and Kevin Lewis
- l. Development Officer – Leda Kozak Tittsworth
- m. Weed Inspector – Kevin Lewis
- n. FOIP Head – Kim Hauta
- o. Pest Control Inspector – Kevin Lewis
- p. Tangible Capital Asset Engineer – Associated Engineering Alberta Ltd.
Carried Unanimously

SIGNING AUTHORITY

M#5273-17 Mayor Cassie moved that the signing authority for the Town of Coalhurst is Mayor Cassie or in his absence Deputy Mayor Watson or in his absence Councillor Edgecombe-Green and Chief Administrative Officer Hauta or in his absence Director of Corporate Services Bullock. Carried Unanimously

ETHICAL GUIDELINES OF CONDUCT FOR MEMBERS OF COUNCIL

M#5274-17 Mayor Cassie moved that this Council of the Town of Coalhurst confirms its commitment to the Ethical Guidelines of Conduct for Members of Council dated May 7, 2002. Carried Unanimously

CODE OF CONDUCT REGULATION

Chief Administrative Officer Hauta provided a Code of Conduct Regulation Session.

OTHER ORGANIZATIONAL MATTERS

Chief Administrative Officer Hauta provided information on other matters such as sub and/or secondary Committee appointments, Committee meeting schedules and upcoming meetings.

ADJOURNMENT

M#5275-17 Mayor Cassie moved the meeting adjourned at 9:15 p.m. Carried Unanimously

Mayor

Chief Administrative Officer