

**MINUTES: OF THE TOWN OF COALHURST 2020/2021  
ORGANIZATIONAL MEETING OF COUNCIL CONDUCTED  
THROUGH ELECTRONIC MEANS ON TUESDAY, OCTOBER 27,  
2020**

-----

Present:	Dennis Cassie	Mayor
	Ron Lagemaat	Deputy Mayor
	Heather Caldwell	Councillor
	Elizabeth Christensen	Councillor
	Barbara Edgecombe-Green	Councillor
Staff:	Kim Hauta	Chief Administrative Officer
	Lesley Leblanc	Executive Assistant to the CAO
Gallery:	Stan Reynolds	Resident

Mayor Cassie called the meeting to order at 7:05 p.m.

**SELECTION OF DEPUTY MAYOR**

M#6434-20 Mayor Cassie moved that the Council of the Town of Coalhurst hereby appoints Councillor Lagemaat to the office of Deputy Mayor for the 2020/2021 term. Carried  
For: Mayor Cassie, Deputy Mayor Lagemaat, Councillor Caldwell, Councillor Edgecombe-Green  
Against: Councillor Christensen

Mayor Cassie administered the Oath of Office for Ron Lagemaat for the office of Deputy Mayor.

**FIX DATES, TIMES & PLACE OF ALL REGULAR MEETINGS**

M#6435-20 Deputy Mayor Lagemaat moved that the dates, times and place, including through electronic means, 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#6436-20 Mayor Cassie moved that the following appointments be made for the 2020/2021 term:

- a. Municipal Subdivision & Development Authority (Lagemaat, Edgecombe-Green, Member-at-Large – Stan Reynolds) – Chairman Lagemaat
- b. Chinook Intermunicipal Subdivision & Development Appeal Board (Caldwell, Alternate – Christensen, Members-at-large – Jesse Potrie, Irene Hildebrandt)
- c. Green Acres Foundation (Caldwell)

**MINUTES: OF THE TOWN OF COALHURST 2020/2021  
ORGANIZATIONAL MEETING OF COUNCIL CONDUCTED ON  
TUESDAY, OCTOBER 27, 2020**

---

- d. Oldman River Regional Services Commission (Christensen)
  - e. Municipal Emergency Management Agency (Cassie, Edgecombe-Green)
  - f. Community Futures Lethbridge Region (Edgecombe-Green)
  - g. SouthGrow Regional Initiative (Lagemaat)
  - h. Barons-Eureka-Warner F.C.S.S. Board (Cassie)
  - 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, Edgecombe-Green) – Chairman, on behalf of Town, Lagemaat
  - n. Intermunicipal Committee (Cassie, Edgecombe-Green, Lagemaat)
  - o. Mayor's/Reeves (Cassie)
- Carried Unanimously

**INTERNAL COMMITTEES**

M#6437-20 Mayor Cassie moved that the following Internal Committee appointments be made for the 2020/2021 term:

- a. Risk Management Committee (Edgecombe-Green, Christensen)
  - b. Policy/Bylaw Review Committee (Edgecombe-Green, Christensen)
  - c. Community Sustainability/Enhancement Committee (Cassie, Lagemaat)
  - d. Staff/Volunteer Appreciation Event Committee (Edgecombe-Green, Lagemaat)
  - e. Finance Committee (All Council) – Chairman Cassie
- Carried Unanimously

**INTERNAL APPOINTMENTS**

M#6438-20 Mayor Cassie moved that the following appointments are confirmed for the 2020/2021 term:

- a. Assessor – Benchmark Assessment Consultants Inc. – Morgan Strate
- b. Assessment Review Board Clerk – ORRSC
- c. Chinook Intermunicipal Subdivision & Development Appeal Board Clerk – ORRSC
- d. Director of Emergency Management – Mat Conte
- e. Deputy Director of Emergency Management – Amanda Price
- f. Public Information Officer – Barbara Edgecombe-Green/Kyle Bullock
- g. Health Inspector – Alberta Health Services

**MINUTES: OF THE TOWN OF COALHURST 2020/2021  
ORGANIZATIONAL MEETING OF COUNCIL CONDUCTED ON  
TUESDAY, OCTOBER 27, 2020**

---

- h. Engineer – (for services less than \$75,000.00) – MPE Engineering Ltd.
  - i. Solicitor – North & Company – Kerry Gellrich
  - j. Auditor – KPMG – Mark DeBlois
  - 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 – d.e. Mapping Ltd.
  - q. Quality Management Plan (QMP) Manager (Leda Kozak Tittsworth)
  - r. Safety Codes Services (Park Enterprises Ltd.)
- Carried Unanimously

**SIGNING AUTHORITY**

- M#6439-20 Mayor Cassie moved that the signing authority for the Town of Coalhurst is Mayor Cassie or in his absence Deputy Mayor Lagemaat or in his absence Councillor Edgecombe-Green and Chief Administrative Officer Hauta or in his absence Director of Corporate Services Bullock. Carried Unanimously

**ADJOURNMENT**

- M#6440-20 Mayor Cassie moved the meeting adjourned at 7:14 p.m. Carried Unanimously

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer