



**VILLAGE OF WABAMUN - ORGANIZATIONAL MEETING  
MONDAY, OCTOBER 29, 2018 – 6 P.M.  
COUNCIL CHAMBERS**

**AGENDA**

- 1. Call the Organizational Meeting to Order – CAO**
- 2. Approval of Agenda**
- 3. Returning Officer report – attached**
- 4. Administer the Official Oath to Councillor Gallacher**
- 5. Appointment of Deputy Chief Elected Officials**

Recommended motion: Move that Councillor Wiggins be appointed as Deputy Mayor for the ensuing six-month term, being October 30, 2018 up to and including April 29, 2019 and further that Councillor Gallacher be appointed as Deputy Mayor for the six-month term beginning April 30, 2019 through to Organizational Meeting in 2019.

Alphabetical Listing of Councillors – Wiggins, Gallacher, Griffiths, Purdy

The Mayor shall administer the Oath of Office to each Deputy Mayor for the coming year.

- 6. Procedure Bylaw Draft 11-2018 for consideration - attached**
- 7. The Emergency Management Plan – attached for review and consideration for approval**
- 8. Motion to formalize the municipal address of the village office – 5217 – 52 St., Wabamun, AB**
- 9. Motion to appoint Assessor – Grant Clark – CRASC**
- 10. Council Code of Conduct Bylaw 06-2018 – attached for review**
- 11. Council Meeting Date Schedule**

Recommended motion: Moved that the Regular Council Meetings of Village Council be scheduled on the first (1<sup>st</sup>) Tuesday of the month at 6p.m. and on the third (3<sup>rd</sup>) Tuesday of the month at 6p.m., except in the months of July and August when only one Regular Meeting of Council on the third (3<sup>rd</sup>) Tuesday of each month is to be scheduled.

- 12. Appoint Councillors to Committees– attached for consideration, motion required**
- 13. Choose Financial Institution for coming year**

Recommended motion: Move that the Village of Wabamun continue its banking at the Wabamun Branch of Servus Credit Union for the ensuing one-year period.

- 14. Determine Signing Authority for the Village**

Recommended motion: Move that all Members of Council (Charlene Smylie, Jocelyn Wiggins, Bryan Gallacher, Denise Purdy and Chelsea Griffiths), the Administrator (Shawn Patience) and Lindsay Goebel and Loreen Bourguignon be designated as signing authorities for the Village of Wabamun with all other names to be removed from signing authority status. Further, that all Village cheques require one signature from a Member of Council (in order of Mayor, Deputy Mayor then other Council members as available) and one signature from Administration personnel (in order of Administrator then Loreen Bourguignon then Lindsay Goebel). Agreements shall be signed by the Mayor and/or Administrator or by others with signing authority specifically designated by the Mayor and/or Administrator to do so.

- 15. Remuneration and Expense Policy – attached for review**

- 16. Adjournment**