



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

MINUTES

1. Call the Organizational Meeting to Order

CAO Patience called the Meeting to order at 6:00 pm and turned the meeting over to Mayor Smylie.

Present: Mayor Charlene Smylie
Councillor Bryan Gallacher
Councillor Chelsea Griffiths
Councillor Denise Purdy
Councillor Jocelyn Wiggins

CAO Shawn Patience

2. Approval of Agenda

M#18-372 Moved by Councillor Wiggins to approve the Agenda as presented

Councillor Purdy requested a recorded vote

IN FAVOR – Mayor Smylie, Councillors Griffiths and Wiggins
OPPOSED – Councillor Purdy
CARRIED

3. Returning Officer report

M#18-373 Moved by Councillor Griffiths to accept the Returning Officer's report as information

CARRIED

4. Administer the Official Oath to Councillor Gallacher

Mayor Smylie administered the Official Oath to Councillor Gallacher

5. Appointment of Deputy Chief Elected Officials

M#18-374 Moved by Councillor Purdy that Councillor Wiggins be appointed as Deputy Mayor for the ensuing six-month term, being October 29, 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.

CARRIED

Mayor Smylie administered the Deputy Mayor Oath of Office to Councillors Wiggins and Gallacher for the coming year.

6. Procedure Bylaw Draft 11-2018

M#18-375 Moved by Councillor Purdy to instruct the CAO to move 'New Business' below 'Consideration of Delegations' and to include the change with other proposed

amendments from the CAO in Procedure Bylaw Draft 11-2018 and bring back to the Council at a future meeting for consideration.

CARRIED

7. The Emergency Management Plan

M#18-376 Moved by Councillor Purdy to approve the Emergency Management Plan as presented

CARRIED

8. Motion to formalize the municipal address of the village office

M#18-377 Moved by Deputy Mayor Wiggins formalize the location of the Village Office and Council Chambers as 5217 – 52 Street, Wabamun, AB

CARRIED

9. Motion to appoint Assessor – Grant Clark – CRASC

M#18-378 Moved by Councillor Griffiths to appoint Grant Clark of CRASC as the Village of Wabamun assessor

CARRIED

10. Council Code of Conduct Bylaw 06-2018

M#18-379 Moved by Councillor Purdy to accept the Council Code of Conduct Bylaw 06-2018 as information

CARRIED

11. Council Meeting Date Schedule

M#18-380 Moved by Councillor Gallacher that the Regular Council Meetings of Village Council be scheduled on the first (1st) Tuesday of the month at 6p.m. and on the third (3rd) 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 (3rd) Tuesday of each month is to be scheduled.

CARRIED

12. Appoint Councillors to Committees

M#18-381 Moved by Councillor Purdy to approve the Council Committee postings as amended

CARRIED

a. CHAMBER OF COMMERCE LIASON

i. Council Member: Jocelyn Wiggins

b. CRASC

i. Council Member: Bryan Gallacher

c. EMERGENCY ADVISORY COMMITTEE

i. Appointment of all of Council not acting as Mayor or Deputy Mayor

e. DRAGONFLY FESTIVAL COMMITTEE

i. Council Member: Jocelyn Wiggins

ii. Alternate: Chelsea Griffiths

- f. **FAMILY AND COMMUNITY SUPPORT SERVICES (FCSS)**
 - i. Council Member: Chelsea Griffiths
 - ii. Alternate: Denise Purdy
- g. **GROWTH REDA**
 - i. Council Member: Charlene Smylie
 - ii. Alternate: Chelsea Griffiths
- h. **MERIDIAN FOUNDATION**
 - i. Council Member: Jocelyn Wiggins
 - ii. Alternate: Chelsea Griffiths
- i. **NORTHERN MAYORS CAUCUS**
 - i. Mayor
- j. **PHYSICIAN RECRUITMENT**
 - i. Council Member: Bryan Gallacher
 - ii. Alternate: Jocelyn Wiggins
- k. **REGIONAL WASTEWATER COMMISSION**
 - i. Council Member: Charlene Smylie
 - ii. Alternate: Jocelyn Wiggins
- l. **SENIORS LIAISON**
 - i. Appointment: Bryan Gallacher
- m. **SUBDIVISION & DEVELOPMENT APPEAL BOARD**
 - i. Council Member: Bryan Gallacher
- n. **WABAMUN PUBLIC LIBRARY BOARD**
 - i. Council Member: Denise Purdy
 - ii. Second Member: Bryan Gallacher
- o. **WABAMUN SCHOOL COUNCIL**
 - i. Council Member: Bryan Gallacher
 - ii. Alternate: Denise Purdy
- p. **WABAMUN WATERSHED MANAGEMENT COUNCIL**
 - i. Council Member: Denise Purdy
 - ii. Alternate: Bryan Gallacher
- q. **WABAMUN YOUTH ADVISORY COUNCIL**
 - i. Council Member: Denise Purdy
 - ii. Alternate: Bryan Gallacher
- r. **WATERFRONT DEVELOPMENT COMMITTEE**
 - i. Appointment: Mayor
 - ii. Appointment: CAO
- s. **WEST INTER LAKE DISTRICT REGIONAL WATER SERVICES COMMISSION (W.I.L.D)**
 - i. Council Member: Jocelyn Wiggins
 - ii. Alternate: Charlene Smylie
- t. **YELLOWHEAD HIGHWAY ASSOCIATION**
 - i. Council Member: Chelsea Griffiths
 - ii. Alternate: Jocelyn Wiggins
- u. **YELLOWHEAD REGIONAL LIBRARY BOARD**
 - i. Appointment: Chelsea Griffiths
 - ii. Alternate: Bryan Gallacher

13. Choose Financial Institution for coming year

M#18-382 Moved by Councillor Wiggins that that the Village of Wabamun continue its banking at the Wabamun Branch of Servus Credit Union for the next one-year

period.

CARRIED

14. Determine Signing Authority for the Village

M#18-383 Moved by Councillor Griffiths 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.

CARRIED

15. Remuneration and Expense Policy

M#18-384 Moved by Councillor Purdy to accept the Remuneration and Expense Policy as information

CARRIED

16. Adjournment

M#18-385 Moved by Councillor Griffith to adjourn the Meeting at 6:50 pm

CARRIED

ELECTED OFFICIAL

ADMINISTRATION