



**VILLAGE OF WABAMUN - ORGANIZATIONAL MEETING**  
**Tuesday, October 20, 2020 – 9:30 a.m.**  
**COUNCIL CHAMBERS**

**AGENDA**

- 1. Call the Organizational Meeting to Order – CEO**
- 2. Administer the Official Oath – N/A**
- 3. Appointment of Chief Elected Official – N/A**
- 4. Approval of Agenda**
- 5. Returning Officer report – N/A**
- 6. Appointment of Deputy Chief Elected Officials**

Recommended motion: Move that Councillor Lindsay be appointed as Deputy Mayor for the ensuing six-month term, being October 20, 2020 up to and including April 20, 2021 and further that Councillor Griffiths be appointed as Deputy Mayor for the six-month term beginning April 21, 2021 through to Organizational Meeting in 2021.

The Mayor shall administer the Deputy Mayor Oath of Office to Councillors Lindsay or Griffiths for the coming year.

- 7. Procedure Bylaw 11-2018 attached for review**
- 8. The Emergency Management Plan – attached for review**
- 9. Motion to formalize the municipal address of the village office – 5217 – 52 St.,  
Wabamun, AB**
- 10. Appoint Auditor – attached for review**
- 11. Motion to appoint Assessor – Grant Clark – CRASC**
- 12. Council Code of Conduct Bylaw 14-2019– attached for review**
- 13. 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 9:30 a.m. and on the third (3<sup>rd</sup>) Tuesday of the month at 9:30 a.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 at 9:30 a.m. is to be scheduled.

- 14. Appoint Councillors to Committees– attached for consideration, motion required**

## **15. 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.

## **16. Determine Signing Authority for the Village**

Recommended motion: Move that all Members of Council (Charlene Smylie, Jocelyn Wiggins, Bryan Gallacher, Fred Lindsay and Chelsea Griffiths), the Administrator (Rob Coon) 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.

## **17. Remuneration and Expense Policy – attached for review**

## **18. Adjournment**