



**VILLAGE OF WABAMUN - ORGANIZATIONAL MEETING
TUESDAY, OCTOBER 17, 2017 – 6 P.M.
COUNCIL CHAMBERS**

AGENDA

- 1. Call the Organizational Meeting to Order – CAO**
- 2. Returning Officer report – Lindsay Goebel**
- 3. Introduce Council to the gallery - CAO**
- 4. Administer the official oath to every member of Council**
- 5. Appointment of Chief Elected Official (Mayor)**

The Administrator shall call for nominations from Council members for the position of Mayor. Candidates shall be nominated by another Councillor for the position and the nominee must agree to allow their name to stand. A motion will be required for nominations to cease. If only one nomination is put forward the CAO will declare that person to be elected and will then be confirmed by a resolution of council. If more than one person is nominated for Mayor an election will be conducted by secret ballot by the Administrator. Once the final result of the ballot is read by the Administrator it must be confirmed by a resolution of council. A Councillor shall then administer the Oath of Office to the Mayor.

6. Appointment of Deputy Chief Elected Officials

Recommended motion: Move that Councillor _____ be appointed as Deputy Mayor for the ensuing six-month term, being October 17, 2017 up to and including April 17, 2018 and further that Councillor _____ be appointed as Deputy Mayor for the six-month term beginning April 18, 2018 through to Organizational Meeting in 2018.

Alphabetical Listing of Councillors – Griffiths, Purdy, Smylie, Wiggins, Wittmeier

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

7. Procedure Bylaw Draft 04-2017 for consideration for first reading - attached

8. Council Meeting Date Schedule

Recommended motion: Moved 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.

9. Appoint Councillors to Committees– attached, motion required

10. 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.

11. Determine Signing Authority for the Village

Recommended motion: Move that all Members of Council (Charlene Smylie, Jocelyn Wiggins, Jason Wittmeier, Denise Purdy and Chelsea Griffiths), the Administrator (Shawn Patience) and Administrator's Assistant (Lindsay Goebel or 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 Administrator's assistant as available). 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.

12. Adjournment