

TOWN OF TROCHU – MINUTES
FOR THE ORGANIZATIONAL COUNCIL MEETING HELD
October 23, 2017
At 5:30 p.m. at the Town Office

Motion #/Notes

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| # | Item and Information
Organizational Meeting
October 23, 2017 |
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1. **CALL TO ORDER:**

The organizational meeting was called to order by CAO Carl Peterson at 5:40 p.m. Councillors Barry Kletke, Chris Reeds, Cheryl Lumley, Ed Stephen, Bonnie Munro, Chris Armstrong, Chief Administrative Officer Carl Peterson, Director of Corporate Services Mike King, Director of Operations Dave Nelson, Recording Secretary Toni Nelson, Commissioner of Oaths Frank VanderKley were in attendance. Regrets, Councillor William Cunningham.

Oaths of office were taken by Councillors present and commissioned by Frank VanderKley B.Sc., B.Ed., L.L.B.

 - a) **Additions to the Agenda for the Organizational Portion of the Meeting Only;**
 - b) **Agenda Acceptance (Organizational Meeting)**

 2. **BUSINESS**
 - a) **Election of Mayor for a Three Year Term, as per Bylaw 1995-02**

CAO called for nominations for Mayor for a three year term
Reeds nominated Barry Kletke
Kletke accepted the nomination
Nominations cease

CAO Carl Peterson declares Barry Kletke as Mayor by acclamation

 - b) **Election of Deputy Mayor for a One Year Term, as per legislation in the MGA**

CAO called for nominations for Deputy Mayor for a one year term
Stephan nominated Chris Reeds
Reeds accepted the nomination
Lumley nominated Ed Stephan
Stephan declined the nomination
Nominations cease

CAO Carl Peterson declares Chris Reeds as Deputy Mayor by acclamation

 - c) **Oaths of Office were taken by the Mayor and Deputy Mayor and commissioned by Frank VanderKley B.Sc., B.Ed., L.L.B.**

 3. **The Mayor assumed the chair**

Debbie Moon of the Three Hills Capital joined the meeting at 6:05PM

 4. **Committees of Council**
 - a) **Review of Committees**
 - b) **New Committees – Councillors discussed and chose which committees that they would be representatives on.**

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2017-10-23-01 Motion
to accept the
committee
representatives for the
2017/2018 term

ARMSTRONG moved to accept the committee representatives for the 2017/2018 term CARRIED

5. Signing Authorities

- a) Confirmation that it is the Mayor or Deputy Mayor and the CAO and designated officers.
Currently Mayor Barry Kletke; Deputy Mayor Chris Reeds, CAO Carl Peterson and Director of Corporate Services Mike King fill these positions

2017-10-23-02 Motion
that the Mayor,
Deputy Mayor, CAO,
and Director of
Corporate Services
with the addition of
Councillor Cheryl
Lumley as the signing
authorities for the
Town of Trochu

REEDS moved that the Mayor, Deputy Mayor, CAO, and Director of Corporate Services with the addition of Councillor Cheryl Lumley as the signing authorities for the Town of Trochu CARRIED

- b) Banking Arrangements to continue at the Alberta Treasury Branch (Trochu), until such times as Council deems otherwise.

6. Meetings of Council

- a) 2nd and 4th Mondays at 6:00 p.m., unless changed by motion of Council at a Regular Meeting.

No change at this time

7. Procedure Bylaw – No. 2009-05;

Council reviewed this bylaw

8. Statement of Pecuniary Interest as per Bylaw No. 95-11;

Forms were distributed, filled out and returned to administration

9. Payment of Fees

- a) Councillor Fee Policy 2010-25-10-01
- b) Council Remuneration Policy 2012-08-13-01

Council reviewed policies and were informed on how to fill out expense forms

10. Orientation – Three Hills Community Centre – October 26, 8:30 to 3:30 – Gord McIntosh

Council discussed item

11. Other Business Pertaining to Organization

- a) Business cards
- b) Name Plates / Name tags
- c) Municipal Government Act Document was provided for all councillors
- d) Clothing for events
- e) TD1 and TD1-AB forms were distributed
- f) Insurance and Benefits information was provided

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- g) Councillors to purchase laptops or similar as per Policy 2012-08-13-02
- h) AUMA Convention Registrations –
 - a. Rooms are booked to check in on the evening of Monday, November 20th and check out Friday, November 24th.
 - b. Pre-conference; Tuesday – everyone registered
 - c. Conference and Trade Show; Wednesday – Friday; everyone registered

Council discussed items

12. Reports to Council

- a) Written or Verbal?
- b)

Decided to continue verbal reports with supplemental documentation provided if necessary

13. Goals and Priorities for the Future

- a) Noted that items are typically set at Strategic Planning Sessions
- b) Notes and updates from the 2017 Strategy Meeting were included in the Binder

Items were briefly discussed

14. Adjournment of the Organization Meeting

2017-10-23-03 Motion
to adjourn the
organizational meeting

MUNRO moved to adjourn the organizational meeting at 6:50PM

CARRIED

X

Barry Kletke
Mayor

X

Carl Peterson
CAO