

**AGENDA
CLEAR HILLS COUNTY
ORGANIZATIONAL MEETING
WEDNESDAY, AUGUST 17, 2016**

The Organizational meeting of the Council for Clear Hills County will be held on Wednesday, August 17, 2016 in the Council Chambers of the County Office, Worsley, Alberta, commencing at 9:30 a.m.

- 1. CALL TO ORDER by Deputy Reeve, Jason Ruecker**
- 2. AGENDA**
 - a. Organizational Meeting (Voting of Reeve) August 17, 2016..... 2**
- 3. NEW BUSINESS**
 - a. Voting Procedure 3**
 - b. Election of Reeve (Reeve takes the chair)..... 4**
 - c. Appointment of Alternate and Reeve to Committees and Boards..... 5**
 - d. Signing Authority 6**
- 4. ADJOURNMENT**

Clear Hills County

Request For Decision (RFD)

| | |
|----------------|--|
| Meeting: | ORGANIZATIONAL MEETING |
| Meeting Date: | August 16, 2016 |
| Originated By: | Allan Rowe Chief Administrative Officer |
| Title: | ADOPTION OF AGENDA |
| File: | 11-02-02 |

DESCRIPTION:

Council will review the agenda governing the August 16, 2016 Organizational Meeting for Clear Hills County.

BACKGROUND / PROPOSAL:

The agenda for this meeting was delivered to each Council member prior to Friday, August 12, 2016 before 6:00 p.m.

RECOMMENDED ACTION:

RESOLUTION by..... that Council adopts the agenda governing the August 16, 2016 Organizational Meeting for Clear Hills County, as per Section 192 of the Municipal Government Act, as presented.

| | | | |
|--------------------------------------|----------|------|---|
| Initials show support - Reviewed by: | Manager: | CAO: |  |
|--------------------------------------|----------|------|---|

Clear Hills County

Request For Decision (RFD)

| | |
|----------------|--|
| Meeting: | ORGANIZATIONAL MEETING |
| Meeting Date: | August 16, 2016 |
| Originated By: | Allan Rowe Chief Administrative Officer |
| Title: | VOTING PROCEDURE |
| File Code: | 11-02-02 |

BACKGROUND / PROPOSAL:

By resolution, Council shall determine if they wish to vote by secret ballot or show of hands, at the organizational meeting.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:


In the past, Council has chosen to vote for Reeve by secret ballot, with the rest of the positions being voted on by a show of hands.

ATTACHMENTS

RECOMMENDED ACTION:

RESOLUTION by That Council determines that voting for the Reeve is to be by secret ballot and the ballots count will be conducted by Lori Jobson and Bonnie Morgan.

NOTE: Following the voting procedure a resolution is required to destroy the ballots after the ballot count.

| | | | |
|--------------------------------------|----------|------|---|
| Initials show support - Reviewed by: | Manager: | CAO: |  |
|--------------------------------------|----------|------|---|

Clear Hills County

Request For Decision (RFD)

| | |
|----------------|--|
| Meeting: | ORGANIZATIONAL MEETING |
| Meeting Date: | August 16, 2016 |
| Originated By: | Allan Rowe Chief Administrative Officer |
| Title: | ELECTION OF REEVE - PROCEDURES |
| File Code: | 11-02-02 |

DESCRIPTION:

Council will appoint a Reeve for Clear Hills County until the October 2016 Organizational Meeting by a majority vote from amongst the Councillors,

BACKGROUND / PROPOSAL:

As per section 150(1)(a) of the Municipal Government Act, Council is permitted to appoint a Reeve (Chief Elected Official) from amongst the Councillors for the remainder of the 2016 election year.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

A call will be made three times for nominations for the position of Reeve. Following the third call, a request will be made for a motion for nominations to cease. Voting will then take place.

RECOMMENDED ACTION:

RESOLUTION by That Council ends the nomination period for the election of a Reeve.

RESOLUTION by That Council, following the election process, declares Councillor _____ as Reeve for Clear Hills County until the October 2016 Organizational Meeting.

RESOLUTION by That Council authorizes the destruction of the ballots for the election of Reeve immediately following the count.

NOTE: At this time the Reeve will take the Chair.

| | | | |
|--------------------------------------|----------|------|---|
| Initials show support - Reviewed by: | Manager: | CAO: |  |
|--------------------------------------|----------|------|---|

Clear Hills County

Request For Decision (RFD)

| | |
|----------------|--|
| Meeting: | ORGANIZATIONAL MEETING |
| Meeting Date: | August 16, 2016 |
| Originated By: | Allan Rowe Chief Administrative Officer |
| Title: | APPOINTMENT OF COUNCILLORS TO COMMITTEES AND BOARDS |
| File Code: | 11-02-02 |

DESCRIPTION:

The alternate member will serve or the Reeve as an ex officio member until the October 2016 Organizational Meeting on the following boards.

| | |
|----|--|
| 1 | Doctor Recruitment and Retention Committee |
| 2 | Alberta Surface Rights |
| 3 | Cleardale Community Enhancement Society |
| 4 | Clear Hills Joint Venture Ltd. – Directors |
| 5 | Clear Hills Joint Venture Ltd. – Operating |
| 6 | Economic Development Committee |
| 7 | Emergency Management Committee |
| 8 | Intermunicipal/Interprovincial Committee |
| 9 | Road Ban Committee |
| 10 | Technical Review Committee-726 |

BACKGROUND / PROPOSAL:

Bylaw 164-12, Section 14.4. The Reeve shall be deemed to be an ex officio member of all Committees of Council

As per Policy 1102 – Responsibility of Councillors, Council appoints members to serve on various in-house and external committees. Councillors serving on Committees shall represent the interest of the whole County.

ATTACHMENTS

- Policy 1102 – Responsibility of Councillors
- List of Board/Committee members

RECOMMENDED ACTION:

RESOLUTION by..... that the alternate member will serve or the Reeve as an ex officio member until the October 2016 Organizational Meeting on the following boards; Doctor Recruitment and Retention Committee, Alberta Surface Rights, Cleardale Community Enhancement Society, Clear Hills Joint Venture Ltd. – Directors, Clear Hills Joint Venture Ltd. – Operating, Economic Development Committee, Emergency Management Committee, Intermunicipal/Interprovincial Committee, Municipal Planning Commission, Road Ban Committee, Technical Review Committee-726.

RESOLUTION by _ to appointas a Clear Hills County representatives to Municipal Planning Commission on the Council appointed boards and committees list as of August 16, 2016 and up to the October 2016 Organizational Council Meeting.

| | | |
|---|-----------------|-------------|
| Initials show support - Reviewed by: | Manager: | CAO: |
|---|-----------------|-------------|

Clear Hills County

Request For Decision (RFD)

| | |
|----------------|--|
| Meeting Date: | ORGANIZATIONAL MEETING |
| Meeting Date: | August 16, 2016 |
| Originated By: | Allan Rowe Chief Administrative Officer |
| Title: | SIGNING AUTHORITY |
| File Code: | 12-02-02 |

DESCRIPTION:

Council must authorize persons to sign all agreements, cheques and other negotiable instruments until the October 2016 Organizational Meeting.

BACKGROUND / PROPOSAL:

Section 213 of the Municipal Government Act regulates the signing or authorization of municipal documents.

Elected signing authorities will be required to go to the Worsley Alberta Treasury Branch with the following documents:

1. 2 pieces of I.D. (one being photo I.D.)
2. 1 government document (ie. Health Care Card)
3. Home land location

ATTACHMENT

- Policy 1218 – Bank Accounts

RECOMMENDED ACTIONS:

RESOLUTION by That Council appoints the Reeve, Deputy Reeve, Chief Administrative Officer and the Corporate Service Manager as signing authorities on agreements, cheques and other negotiable instruments, until the October 2016 Organizational Meeting.

Initials show support - Reviewed by:

Manager:

CAO:

