



**ORGANIZATIONAL MEETING OF COUNCIL  
THURSDAY, October 26, 2017 – 5:00 P.M.  
COUNCIL CHAMBERS  
MINUTES**

**Attendance:** Mayor Penny Shantz, Deputy Mayor Rosella Peterman, Councillor Darren Pearson, Councillor Lynn Schultz, Councillor Rob McDonald  
Chief Administrative Officer: Theresa Fuller  
Recording Secretary: Kathy Berry  
Public Works Foreman: Murray Holroyd

1) CALL TO ORDER by Mayor Shantz at 5:05 p.m.

2) Councillor Schultz nominated Councillor Peterman for the position of Deputy Mayor. Councillor Peterman formally accepted the nomination and let her name stand. Mayor Shantz called once, twice, three times for any other nomination; nomination concluded.

**MOVED** by Councillor Schultz that Councillor Peterman be appointed as Deputy Mayor.

**MOTION #206-2017**

CARRIED UNANIMOUSLY

3) Minutes of the October 20, 2016 Organizational Meeting

**MOVED** by Councillor Schultz the Minutes of the October 20, 2016 Organizational Meeting be approved as presented.

**MOTION #207-2017**

CARRIED UNANIMOUSLY

4) BUSINESS

(a) Establish the day, time and place of regular meetings

**MOVED** by Councillor McDonald to set the regular meetings of Council to be held on the first and third Thursday of each month, starting at 5:30 pm, in the Municipal Office Council Chambers unless otherwise cancelled or changed as decided by Council and set down by resolution.

**MOTION #208-2017**

CARRIED UNANIMOUSLY

(b) Establish Per Diem Rate – copy of Policy provided

**MOVED** by Councillor Pearson to approve the increase in the Per Diem Rate for Council Remuneration from the monthly amount of \$425.00/month to \$475.00/month for the Mayor and \$300/month to \$350.00/month for the Councillors and to reflect the changes in the Master Rates and Schedules Bylaw 760-2014. Council Remuneration Comparisons Generated October 2017 by Theresa Fuller to be attached to these Minutes.

**MOTION #209-2017**

CARRIED UNANIMOUSLY

(c) Signing Authority

**MOVED** by Councillor Schultz that the approved Signing Authority for the Town of Bashaw include all Members of Council, namely Mayor Penny Shantz, Deputy Mayor Rosella Peterman, Councillor Lynn Schultz, Councillor Darren Pearson and Councillor Rob McDonald, CAO Theresa Fuller, and the Assistant CAO Darlene Sinclair; one signature of Council and one signature of Administration required on all cheques.

**MOTION #210-2017**

CARRIED UNANIMOUSLY

(d) PROCEDURE BYLAW 768 - 2015 – tabled to next meeting

5) Appoint Standing Committees; the first person named delegated as Chairperson.

(a) Tourism & Economic Development

1. Bashaw Ag Society Councillor Pearson

(b) Appeal and Review Boards

1. Regional Assessment Review Board Rosemary Wittevrongel  
2. Subdivision & Development Appeal Board Councillor McDonald and Deputy Mayor Peterman  
Citizens at Large:  
Dale Baden, and  
Carolyn Hoyle

(c) Protection and Safety Services

1. Disaster Services All Members of Council  
2. Director of Emergency Management Murray Holroyd  
3. Deputy Director The Regional Fire Services  
Co-ordinator was the Deputy; however, the County is currently advertising the position.  
Defaulted to CAO at this time.  
4. Emergency Public Information Officer Mayor or Deputy Mayor  
5. Emergency Alert System Fire Chief Mike Andriatz and PW Foreman Murray Holroyd  
6. Fire Department Councillor Pearson  
7. Regional Emergency Management Services Councillor Pearson

(d) Community Services

1. Bashaw Municipal Library Councillor McDonald  
2. Parkland Regional Library Deputy Mayor Peterman  
3. Camrose Area Lodge Authority Mayor Shantz  
4. Bashaw and District Support Services Deputy Mayor Peterman  
5. Bashaw Youth Foundation Deputy Mayor Peterman  
6. Beautification Committee Terri Brown-Gust and Bryan Gust as Members at Large; Councillor Schultz

(e) Public Facilities and Transportation Management

1. Bashaw Airport Commission Councillor Schultz  
Citizen at Large: Mel Hay  
2. Bashaw Area Recreation Board Councillor Schultz  
3. Bashaw Bus Society Mayor Shantz  
4. Highway 12/21 Regional Water Services Commission  
Mayor Shantz  
Deputy Mayor Peterman  
Councillor Schultz  
Councillor Pearson  
Councillor McDonald  
5. Bashaw Community Centre Board Councillor Pearson

**MOVED** by Councillor Pearson to accept the positions as listed in the preceding list.

**MOTION #211-2017**

**CARRIED UNANIMOUSLY**

6) Adjournment

**MOVED** by Mayor Shantz to adjourn the Organizational Meeting at 6:02 p.m.

**MOTION #212-2017**

**CARRIED UNANIMOUSLY**

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CHIEF ELECTED OFFICIAL

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CHIEF ADMINISTRATIVE OFFICER