

**TOWN OF SMOKY LAKE
ORGANIZATIONAL AND PROCEDURAL MEETING OF COUNCIL, COUNCIL
COMMITTEES AND COUNCILORS**

**October 27, 2010
Town Council Chambers
Smoky Lake, Alberta**

PRESENT:
Hank Holowaychuk Mayor
Therese Taschuk Deputy Mayor
Nathan Taylor Councilor
Jacalyn Lewicki Councilor
Mark Watson Councilor

ADMINISTRATION:
Pat Elaschuk Acting Town Manager
Susan Dubetz Finance Manager
Valerie Billey Legislative Assistant/Recording Secretary

PRESS:
Smoky Lake Signal Representative
Redwater Review

GUEST:
Carole Carpenter Commissioner of Oaths

1. CALL TO ORDER

Acting Town Manager Pat Elaschuk called the meeting to order at 7:00 p.m.

2. MAYOR OATH OF OFFICE

Carole Carpenter, Commissioner for Oaths, administered the Oath of Office for Mayor of the Town of Smoky Lake with Hank Holowaychuk for the three (3) year term of office.

3. COUNCILORS OATH OF OFFICE

Carole Carpenter, Commissioner for Oaths administered the Oaths of Office for Therese Taschuk, Nathan Taylor, Mark Watson and Jacalyn Lewicki as Councilors for the Town of Smoky Lake for the three (3) year term of office.

Acting Town Manager thanked Carole Carpenter for administering the Oaths of Office and congratulated the new Council on their election and gave a brief orientation on information distributed to Council as well as the Pending issues and Projects.

4. APPROVAL OF AGENDA

MOTION #441/10

MOVED by Councilor Taylor

THEREFORE BE IT RESOLVED THAT the Agenda for the Organizational Meeting be accepted as presented.



CARRIED

5. APPROVAL OF PREVIOUS MINUTES

MOTION #442/10

MOVED by Councilor Taschuk

THEREFORE BE IT RESOLVED THAT minutes of the 2009 Organizational Meeting be accepted as presented.

CARRIED

6. NEW BUSINESS

1. Nominations for Deputy Mayor

Mayor Holowaychuk announced the 1st call for nominations for the position of Deputy Mayor.

Councilor Nathan Taylor nominated Councilor Therese Taschuk for the position of Deputy Mayor.

Mayor Holowaychuk announced the 2nd call for nominations with no response.

Mayor Holowaychuk announced the 3rd call for nominations with no response.

MOTION #443/10

MOVED by Councilor Watson

THEREFORE BE IT RESOLVED THAT nominations cease.

CARRIED

MOTION #444/10

MOVED by Mayor Holowaychuk

THEREFORE BE IT RESOLVED THAT Councilor Taschuk be appointed to the position of Deputy Mayor for a term of one year.

CARRIED

Carole Carpenter then administered the Oath of Office for Deputy Mayor Taschuk. Deputy Mayor Taschuk signed the Oath of Office document.

Mayor Holowaychuk declared a short recess at 8:10 pm and returned the meeting to order at 8:20 pm.

2). Procedural Bylaw

MOTION #445/10

MOVED by Deputy Mayor Taschuk

THEREFORE BE IT RESOLVED THAT Council give direction to the Acting Town Manager to proceed with the draft of the new Procedural Bylaw which includes the



following:

- 2 (a) (i) Organizational Meeting of Council to be held on the last Wednesday of the Month in October commencing at 7:00 p.m.
- 2 (b)(iii) addition: That all meeting to be held in Council Chambers
- 3 (b) addition: All financial commitments voted on at a committee or board level must be ratified by Council at a regular Council Meeting
- 5 (b) Delegations shall be granted a maximum of five (5) minutes for questions to present the matter outlined in their letter
- 6 (d) addition to agenda: Business arising from the minutes; change council reports to committee reports and add note: that an action list be designed for the purposes of tracking project deadlines
- 6 (i) addition: prior to each regular meeting or as deemed required may conduct a Committee of the Whole meeting

CARRIED

3). Honorariums and Related Expenses Review
(Bylaw 014-06)

MOTION #446/10

MOVED by Deputy Mayor Taschuk

THEREFORE BE IT RESOLVED THAT Bylaw #014-06 be accepted as presented.

CARRIED

4). Councilor Remuneration

- 1. Monthly Salary**
- 2. Mileage**
- 3. Meals**
- 4. Public Appointed Members Remuneration**

MOTION #447/10

MOVED by Councilor Lewicki

THEREFORE BE IT RESOLVED THAT a new bylaw be drafted to amend Bylaw #014-06 with the recommendations presented: Public appointed members remuneration be given meals, travel, and mileage like the Councilors.

CARRIED

5). Appointments to Boards and Committees

MOTION #448/10

MOVED by Councilor Taylor

THEREFORE BE IT RESOLVED THAT Councilors be appointed to the following Boards and Committees as discussed:



Ag Society
Alberta Care
Alberta's Lakeland Destination Marketing Organization
Bylaw and Policy Taskforce
Chamber of Commerce
Community Futures – St.Paul/Smoky Lake
Development Review Board (members at large)
Doctor Recruitment and Retention Committee
Employer/Employee Relations Committee
Evergreen Waste Management
Family and Community Support Services Board
Federation of Alberta Gas Co-ops
Fire Department
Friends of the CN Station
Highway 28/63 Water Services Commission
Historical Photo Committee
HUB- Alberta
Joint Economic Development Initiatives (JEDI)
Joint Municipalities Committee
Kalyna Country Destination Marketing Commission
North East Muni Core 3 yr. term
Northern Lights Regional Library Board 3 yr. term
Regional Emergency Services Committee
Smoky Lake Curling Club
Smoky Lake Foundation
Smoky Lake Mineral Rights Development Company
Smoky Lake Municipal Library Board
Smoky Lake Pumpkin Growers Association
Smoky Lake Town & Country Golf Course

CARRIED

6. Councilor Meetings Dates and Times

MOTION #449/10

MOVED by Deputy Mayor Taschuk

THEREFORE BE IT RESOLVED THAT Council approve the current regular meeting schedule with meetings held on the first and third Wednesday of the month and amend as per the new procedural bylaw: adding that there be two (2) meetings in June.

CARRIED

7. Annual Meeting Date

MOTION #450/10

MOVED by Councilor Taylor

THEREFORE BE IT RESOLVED THAT the new



procedural bylaw include that an annual meeting be held after the financial statement is audited with date and place to be made by resolution.

CARRIED

Mayor Holowaychuk declared a conflict of interest on the upcoming agenda item: fire chief appointment and left the meeting at 10:16 pm Deputy Mayor Therese Taschuk assumed the Chair.

Mayor Hank Holowaychuk returned to the meeting at 10:32 pm. and took over the Chair.

8). Fire Chief Appointment

MOTION #451/10

MOVED by Councilor Taylor

THEREFORE BE IT RESOLVED THAT Council remove the agenda item: appointment of the fire chief; from the organizational meeting and include it at a regular council meeting after the Fire Department's Annual General Meeting.

CARRIED

9). Appointment of Tax Assessor- Tanmar Consulting Incorporated

MOTION #452/10

MOVED by Councilor Watson

THEREFORE BE IT RESOLVED THAT the Town of Smoky Lake accept the provision of the Capital Region Assessment Services Commission and ratify the contract with Tanmar Consulting Incorporated as our tax assessor.

CARRIED

10). Appointment of Auditor – Hawkings, EPP and Dumont

MOTION #453/10

MOVED by Councilor Taylor

THEREFORE BE IT RESOLVED THAT the Town of Smoky Lake accept the contract from Hawkings, EPP and Dumont based on their quote of 2010 - \$25,000 –LAPP- \$1500; 2011-\$26,000 – LAPP \$1600; and 2011 - \$27,500 – LAPP - \$1750 for three years.

CARRIED

11). Banking Institution/Signing Authority

MOTION #454/10

MOVED by Deputy Mayor Taschuk

THEREFORE BE IT RESOLVED THAT the Town of Smoky Lake continue their financial contract services with ATB Financial for the current year and after one (1) year and prior to next year's organization meeting, accept bids of requests for proposals from other banking institutions.

CARRIED

MOTION #455/10

MOVED by Councilor Lewicki



THEREFORE BE IT RESOLVED THAT the Town of Smoky Lake have the Mayor; Hank Holowaychuk or Deputy Mayor; Therese Taschuk and the Finance Manager; Susan Dubetz or the Town Manager; currently Pat Elaschuk, have signing authority with the ATB Financial.

CARRIED


7. ADJOURNMENT

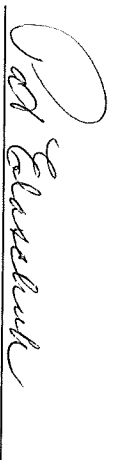
MOTION #456/10

MOVED by Mayor Holowaychuk

THEREFORE BE IT RESOLVED to adjourn the Organizational and Procedural Meeting of Council at 10:40 pm.

CARRIED


Hank Holowaychuk
Mayor


Pat Elaschuk
Acting Town Manager

TOWN OF SMOKY LAKE

OFFICIAL OATH

Date: October 27, 2010

I, MARK WATSON do swear that I will diligently,
faithfully and to the best of my ability, execute according to the law,
the office of Councillor for the Town of Smoky Lake.

So help me God

SWORN before me at the

Town of Smoky Lake

In the Province of Alberta, this

27th day of October, A.D. 2010

Commissioner for Oaths

Signature *Carole Carpenter*

CAROLE CARPENTER

Commissioner for Oaths

~~Commission expires~~ December 2011
Print Name

Expiry Date _____

TOWN OF SMOKY LAKE

OFFICIAL OATH

Date: October 27, 2010

I, THEBESSE TRSCHUK do swear that I will diligently, faithfully and to the best of my ability, execute according to the law, the office of Councillor for the Town of Smoky Lake.

So help me God

SWORN before me at the

Town of Smoky Lake

In the Province of Alberta, this

27th day of October, A.D. 2010

Commissioner for Oaths

Carol Carpenter
Signature

CAROLE CARPENTER

Print Name Commissioner for Oaths
Commission expires Dec 30, 2011

Expiry Date _____

TOWN OF SMOKY LAKE

OFFICIAL OATH

Date: October 27, 2010

I, Sharon Becki do swear that I will diligently, faithfully and to the best of my ability, execute according to the law, the office of Councillor for the Town of Smoky Lake.

So help me God

SWORN before me at the

Town of Smoky Lake

In the Province of Alberta, this

27th day of October, A.D. 2010

Commissioner for Oaths

Signature

Carole Carpenter

CAROLE CARPENTER

Print Name Commissioner for Oaths
Commission expires Dec 30, 2011

Expiry Date _____

TOWN OF SMOKY LAKE

OFFICIAL OATH

Date: October 27, 2010

I, HANK HOLICAPPAK do swear that I will diligently, faithfully and to the best of my ability, execute according to the law, the office of Mayor for the Town of Smoky Lake.

So help me God

SWORN before me at the

Town of Smoky Lake

In the Province of Alberta, this

27th day of October, A.D. 2010

Commissioner for Oaths

Signature *Carole Carpenter*

CAROLE CARPENTER

Commissioner for Oaths
Print Name: Commission expires Dec 30, 2011

Expiry Date _____

TOWN OF SMOKY LAKE

OFFICIAL OATH

Date: October 27, 2010

I, Nathan Taylor do swear that I will diligently, faithfully and to the best of my ability, execute according to the law, the office of Councillor for the Town of Smoky Lake.

So help me God

SWORN before me at the

Town of Smoky Lake

In the Province of Alberta, this

27th day of October, A.D. 2010

Commissioner for Oaths

Signature *Carole Carpenter*

CAROLE CARPENTER

Commissioner for Oaths

Print Name ~~Commissioner~~ expires Dec 30, 2011

Expiry Date _____

TOWN OF SMOKY LAKE

OFFICIAL OATH

Date: October 27, 2010

I, THERESA TRASCHUK do swear that I will diligently, faithfully and to the best of my ability, execute according to the law, the office of Deputy Mayor for the Town of Smoky Lake.

So help me God

SWORN before me at the

Town of Smoky Lake

In the Province of Alberta, this

27th day of October, A.D. 2010

Commissioner for Oaths

Signature *Carole Carpenter*

CAROLE CARPENTER

Commissioner for Oaths

Print Name Commission expires Dec 30, 2011

Expiry Date _____