



COUNCIL PACKAGE

OCTOBER 22, 2019

**ORGANIZATIONAL
MEETING**

AGENDA
Town of Lamont
Organizational Meeting
October 22, 2019
7:00 p.m.

1.	Call to Order	7:00 p.m.
2.	Adoption of Agenda	
3.	Business: <ul style="list-style-type: none">a) 2020 Regular Council Meeting Scheduleb) Appointment of Director of Emergency Management/Deputy Director of Emergency Managementc) Appointment of Municipal Inspectord) Professional Appointmentse) Deputy Mayor Appointmentsf) 2020 Council Appointments to Boards/Committees/Commissions	
4.	Adjournment:	

Town of Lamont

Request for Decision

Meeting: Organizational Meeting
Date: October 22, 2019
Title: 2020 Regular Council Meeting Schedule
Agenda Item: Business

Background / Proposal:

In accordance with Section 193 of the *Municipal Government Act*, a Council may decide at a Council meeting at which all members are present, the dates, times and location of regularly scheduled Council meetings.

Discussion / Options / Benefits / Disadvantages:

The establishment of meeting dates is normally approved at the annual Council Organizational meeting. No further notice of regularly scheduled meetings is required, once approved.

It is recommended that the Tuesday, July 28, 2020 and Tuesday, August 11, 2020 Regular Council Meetings be cancelled for summer break. Council has previously cancelled summer meetings to recognize few Council business items coming forward during the summer months, and to allow scheduling of holidays.

Also, in the past, Council has cancelled the Council meeting to be held the fourth Tuesday in September due to the Alberta Urban Municipalities Association (AUMA) Annual Conference. It is recommended that Council consider cancelling the September 22, 2020 Regular Meeting of Council to facilitate members of Council having the opportunity to attend the conference.

The regular Council meeting week prior to Christmas has typically been cancelled as well and in 2020 the date is December 22, 2020.

If any urgent business should arise, a Special Meeting of Council may be scheduled.

Recommended Action:

The approval and cancellation of the proposed dates and times is supported by past practice.

Proposed Motion:

1. That Council set the schedule of the second and fourth Tuesday of each month at 7:30 p.m. for the 2020 Regular Council Meetings to be held in Council Chambers at the Town of Lamont Office, 5307-50 Avenue, Lamont with the exceptions of:
 - July 28, 2020 and August 11, 2020 (Summer Break)
 - September 22, 2020 (AUMA Convention)
 - December 22, 2020 (Seasonal Break)

Attachments:

None.

Report Prepared By:

CAO: Christine Beveridge

Town of Lamont

Request for Decision

Meeting: Organizational Meeting
Date: October 22, 2019
Title: Appointment of Director of Emergency Management and Deputy Director of
Emergency Management
Agenda Item: Business

Background / Proposal:

Council is required to appoint a Director of Emergency Management and Deputy Director as per Bylaw 09-15.

Discussion / Options / Benefits / Disadvantages:

Herman Sieker and Vince Price have been in these positions in the past and are trained to deal with an emergency if one should occur.

If Council were to not approve the recommended appointments, they could provide alternate appointments.

Recommended Action:

Given that Herman Sieker and Vince Price have been acting in these and are trained it is recommended that they continue in these roles at this time until a regional model has been approved.

Proposed Motion:

That Council appoint Herman Sieker as Director of Emergency Management and Vince Price as Deputy Director of Emergency Management.

Attachments:

None.

Report Prepared By:

CAO: Christine Beveridge

Town of Lamont

Request for Decision

Meeting: Regular Council Meeting
Date: October 22, 2019
Title: Appointment of Municipal Inspector
Agenda Item: Business

Background / Proposal:

Municipalities are responsible for ensuring that Weed and Pest Inspectors are appointed as per the Weed Control Act and Agricultural Pests Act.

Discussion / Options / Benefits / Disadvantages:

A Weed and Pest Inspector is responsible for monitoring compliance and enforcing the *Weed Control Act* and *Agricultural Pests Act*.

Failure to appoint sufficient municipal inspectors may result in appointment of inspectors by the Minister of Agriculture and Forestry. All expenses incurred when the Minister appoints inspectors are recovered from the municipality.

Recommended Action:

Administration recommends that Council approves the proposed motion. In doing so, the municipality would adhere to provincial requirements set out in the *Alberta Agricultural Pests Act* and the *Alberta Weed Control Act*.

Proposed Motion:

That Council appoint Leslie Jans as Municipal Inspector under the *Alberta Agricultural Pest Act* and the *Alberta Weed Control Act*.

Attachments:

None.

Report Prepared By:

CAO: Christine Beveridge

Town of Lamont

Request for Decision

Meeting: Organizational Meeting
Date: October 22, 2019
Title: Professional Appointments
Agenda Item: Business

Background / Proposal:

Council annually approves the appointment of the Auditors, Engineers, Solicitors and Assessors to provide their services for the upcoming year.

Discussion / Options / Benefits / Disadvantages:

It is a legislative requirement that the assessor be appointed as designated officer for the municipality (section 284.2 (1)).

Further the MGA requires that a municipality must appoint auditors (section 280).

If Council were to not approve the recommended appointments, they could provide alternate appointments.

Recommended Action:

Professional Appointments

Town Auditor

Metrix LLP

Town Engineers

Select Engineering Consultants Ltd.

Town Solicitors

Ronald W. Poitras, Professional Corporation
Brownlee LLP

Town Assessor

Tanmar Consulting Inc.

Proposed Motions:

1. That Council appoint Metrix LLP as auditors for the Town of Lamont for 2020.

2. That Council appoint Select Engineering Consultants Ltd. for engineering services for the Town of Lamont for 2020.
3. That Council appoint Ronald W. Poitras and Brownlee LLP to provide legal services to the Town of Lamont for 2020.
4. That Council appoint Mike Krim, Tanmar Consulting Inc. as designated officer to carry out the functions, duties and powers of a municipal assessor for the Town of Lamont for 2020.

Attachments:

None.

Report Prepared By:

CAO: Christine Beveridge

Town of Lamont

Request for Decision

Meeting: Organizational Meeting
Date: October 22, 2019
Title: Deputy Mayor Appointments
Agenda Item: Business

Background / Proposal:

Historically, Council approves the appointment of Deputy Mayor at the Organizational Meeting.

Discussion / Options / Benefits / Disadvantages:

It is a requirement of the Municipal Government Act, (MGA) (section 152) that Council appoint one (1) or more Councillors as the Deputy Chief Elected Official.

Further, as per section 156 of the MGA, the person acting as the Deputy Chief Elected Official cannot do so until they have taken the Official Oath as prescribed by the Oaths of Office Act, RSA 2000, c. O-1. The oath for the July 1, 2020 Deputy Mayor appointment will be conducted during the June 23, 2020 Council Meeting.

Recommended Action:

It is recommended that a schedule be set for Deputy Mayor to allow for advance knowledge to the Councillors for scheduling purposes.

Proposed Motion:

1. That Council appoint Councillor Kirk Perrin to the position of Deputy Mayor for the period of October 23, 2019 to June 30, 2020.
2. That Council appoint Councillor Perry Koroluk to the position of Deputy Mayor for the period of July 1, 2020 to February 28, 2021.

Attachments:

1. Deputy Mayor Oath

Report Prepared By:

CAO: Christine Beveridge

OFFICIAL OATH

I, Kirk Perrin , solemnly swear(affirm) that I will diligently, faithfully and to the best of my ability, execute according to law the office of Deputy Mayor for the Town of Lamont.

So help me God.

Signature
Town of Lamont

Sworn (affirmed) before me at the Town of Lamont in the Province of Alberta, this day of October, 2019.

Commissioner for Oaths

Town of Lamont

Request for Decision

Meeting: Organizational Meeting
Date: October 22, 2019
Title: 2020 Council Appointments to Boards/Committees/Commissions
Agenda Item: Business

Background / Proposal:

Council annually approves the appointment of members of Council to the Council Boards, Committees and Commissions at the annual Organizational Meeting of Council.

Discussion / Options / Benefits / Disadvantages:

If Council were to not approve the recommended appointments, they could provide alternate appointments.

There would be no impact to the organization if alternate appointments were approved.

Recommended Action:

Administration recommends that Council review the list for the 2020 Council appointments to Boards, Committees, and Commissions and provide Administration with any changes that may be required.

Proposed Motion:

That Council approve the membership list for the 2020 Council appointments to Boards, Committees and Commissions as presented.

Attachments:

1. 2020 Council Boards/Committees/Committees/Commissions Appointment Listing (to be distributed at the meeting)

Report Prepared By:

CAO: Christine Beveridge