



**COUNCIL ORGANIZATIONAL MEETING**  
**MONDAY, OCTOBER 28, 2013**

**6:30 P.M.**

**AGENDA FOR THE ORGANIZATIONAL MEETING OF THE REDCLIFF TOWN COUNCIL**  
**MONDAY, OCTOBER 28, 2013 – 6:30 P.M.**  
**REDCLIFF TOWN COUNCIL CHAMBERS**

**1. GENERAL**

- A)** Call to Order by Acting Municipal Manager
- B)** Swearing in of Mayor (sample enclosed)
- C)** Swearing in of Councillors (sample enclosed)
- D)** Appointment/Swearing in of Deputy Mayor (sample enclosed)
  - October 28, 2013 – June 23, 2014 - Chere Brown
  - June 24, 2014 – February 23, 2015 - Cathy Crozier
  - February 24, 2015 – October 26, 2015 - Dwight Kilpatrick
  - October 27, 2015 – June 27, 2016 - Eric Solberg
  - June 28, 2016 – February 27, 2017 - Jim Steinke
  - February 28, 2017 – October 23, 2017 - Larry Leipert
- E)** Council meeting dates and Times (as previously established) \* For Information

**2. OTHER**

- A)** Appointment to Boards and Commissions \*

**3. ADJOURNMENT**

# SAMPLE

## OFFICIAL OATH

I, \_\_\_\_\_,

**do swear** that I will diligently, faithfully and to the best of my ability, execute  
according to law, the office of

\_\_\_\_\_

for the TOWN OF REDCLIFF  
(Name of Municipality - board)

So help me God.

SWORN before me at the TOWN )  
of REDCLIFF )  
in the Province of Alberta, this 28TH )  
day of OCTOBER A.D. 2013 ) \_\_\_\_\_

\_\_\_\_\_)  
(Justice of Peace Notary Public or  
Commissioner, etc.)

OFFICIAL OATH

I, \_\_\_\_\_,

**do solemnly affirm** that I will diligently, faithfully and to the best of my ability, execute

according to law, the office of

\_\_\_\_\_

for the \_\_\_\_\_ **TOWN OF REDCLIFF** \_\_\_\_\_  
(Name of Municipality - board)

So help me God.

SWORN before me at the \_\_\_\_\_ **TOWN** \_\_\_\_\_)

of \_\_\_\_\_ **REDCLIFF** \_\_\_\_\_)

in the Province of Alberta, this \_\_\_\_\_ **28TH** \_\_\_\_\_)

day of \_\_\_\_\_ **OCTOBER** \_\_\_\_\_ A.D. \_\_\_\_\_ **2013** \_\_\_\_\_)

\_\_\_\_\_) )

(Justice of Peace Notary Public or  
Commissioner, etc.)

**SAMPLE**

OFFICIAL OATH

I, \_\_\_\_\_,

do swear that I will diligently, faithfully and to the best of my ability, execute  
according to law, the office of

DEPUTY MAYOR FOR \_\_\_\_\_, 2013 – \_\_\_\_\_, 2014 INCLUSIVE

for the \_\_\_\_\_  
TOWN OF REDCLIFF  
(Name of Municipality-board)

SWORN before me at the \_\_\_\_\_ TOWN \_\_\_\_\_)

of \_\_\_\_\_ REDCLIFF \_\_\_\_\_)

in the Province of Alberta, this \_\_\_\_\_ 28<sup>TH</sup> \_\_\_\_\_)

day of \_\_\_\_\_ OCTOBER \_\_\_\_\_ A.D. \_\_\_\_\_ 2013 \_\_\_\_\_)

\_\_\_\_\_  
(Justice of Peace Notary Public or  
Commissioner, etc.)

# SAMPLE

## OFFICIAL OATH

I, \_\_\_\_\_,  
do solemnly affirm that I will diligently, faithfully and to the best of my ability,  
execute according to law, the office of

DEPUTY MAYOR FOR \_\_\_\_\_, 2013 – \_\_\_\_\_, 2014 INCLUSIVE  
for the \_\_\_\_\_ TOWN OF REDCLIFF  
(Name of Municipality-board)

SWORN before me at the \_\_\_\_\_ TOWN \_\_\_\_\_ )  
of \_\_\_\_\_ REDCLIFF \_\_\_\_\_ )  
in the Province of Alberta, this \_\_\_\_\_ 28<sup>TH</sup> \_\_\_\_\_ )  
day of \_\_\_\_\_ OCTOBER \_\_\_\_\_ A.D. \_\_\_\_\_ 2013 \_\_\_\_\_ )

\_\_\_\_\_  
(Justice of Peace Notary Public or  
Commissioner, etc.)

**TOWN OF REDCLIFF  
REQUEST FOR DECISION**

**DATE:** October 28, 2013

**PROPOSED BY:** Shanon Simon, Manager of Legislative and Land Services

**TOPIC:** Council Meeting Dates

**PROPOSAL:** To establish Council meeting dates and times

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**BACKGROUND:**

Section 193(1) of the Municipal Government Act states that *"A council may decide at a council meeting at which all the councillors are present to hold regularly scheduled council meetings on specified dates, times and places"*.

On November 9, 1998 Council passed the following motion:

*"Councillor Runnalls moved that Council Meeting dates be indefinitely set as follows:*

- *Second and fourth Monday of the month with the following exceptions:*
  - *December – second Monday of the month*
  - *July – third Monday of the month*
  - *August - third Monday of the month*

*Should a Monday meeting fall on a holiday, the meeting will be held on the Tuesday following the holiday. Council meetings will be held at 7:00 p.m. in the Town Hall Council Chambers."*

Administration feels that the establishment of the meeting dates and times should be reviewed at the organizational meeting at the start of each new Council term.

**OPTIONS:**

1. Establish Council meetings for the next Council term as follows:
  - Second and fourth Monday of the month with the following exceptions:
    - December – second Monday of the month
    - July – third Monday of the month
    - August - third Monday of the month

Should a Monday meeting fall on a holiday, the meeting will be held on the Tuesday following the holiday. Council meetings will be held at 7:00 p.m. in the Town Hall Council Chambers."

2. Establish alternative dates and times for Council meetings.

**RECOMMENDATION:**

It would be my recommendation to select Option 1.

**SUGGESTED MOTION(S):**

1. Councillor \_\_\_\_\_ moved to establish Council meetings for the next Council term as follows:

- Second and fourth Monday of the month with the following exceptions:
  - December – second Monday of the month
  - July – third Monday of the month
  - August - third Monday of the month

Should a Monday meeting fall on a holiday, the meeting will be held on the Tuesday following the holiday. Council meetings will be held at 7:00 p.m. in the Town Hall Council Chambers.”

2. Councillor \_\_\_\_\_ moved to establish Council meetings as follows:

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**SUBMITTED BY:**



Department Head



Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2013.



## **Appointment of Council Members to Committees, Boards & Commissions**

**ASSESSMENT APPEAL BOARD (3 YEAR APPOINTMENT 2010-2013)** As established by the  
Councillor Cheré Brown board in conjunction with the  
Councillor Cathy Crozier Board Clerk  
Councillor Jim Steinke

**CANADIAN BADLANDS**

Councillor Cheré Brown Annual General Meeting  
Alternate - **unassigned**

**CANADA DAY COMMITTEE**

Councillor Jim Steinke at the call of the Chair

**COMMUNITY ADVISORY COMMITTEE (RCMP)**

Cheré Brown 3<sup>rd</sup> Wednesday Bi-monthly at 6:00 pm

**MEDICINE HAT AND DISTRICT CHAMBER OF COMMERCE**

Cheré Brown 2<sup>nd</sup> Tuesday at 8 a.m.  
Alternate - **Unassigned**

**CYPRESS VIEW FOUNDATION**

**Unassigned** 3<sup>rd</sup> Thursday @ 12:00 p.m.  
Councillor Jim Steinke

**ENTRE-CORP**

Councillor Eric Solberg 4<sup>th</sup> Wednesday @ 1:00 p.m.  
Alternate – **Unassigned**

**WATER TREATMENT PLANT UPGRADE BUILDING COMMITTEE**

**Unassigned** at the call of the Chair  
Councillor Cathy Crozier  
Councillor Dwight Kilpatrick

**ECONOMIC DEVELOPMENT ALLIANCE OF SOUTH EAST ALBERTA**

Councillor Jim Steinke 2<sup>nd</sup> Tuesday 8 a.m.  
Alternate - **Unassigned**

**PALLISER ECONOMIC PARTNERSHIP**

Councillor Eric Solberg at the call of the Chair

**REDCLIFF PLANNING BOARD**

**Unassigned** 3<sup>rd</sup> Wednesday @ 10:00 a.m.

**REDCLIFF AND DISTRICT RECREATION SERVICES BOARD**

Councillor Eric Solberg 1<sup>st</sup> Monday @7:00 p.m.  
Alternate – Ernie Reimer

**REDCLIFF CENTENNIAL (ANNIVERSARY) COMMITTEE**

Eric Solberg

**REDCLIFF/CYPRESS REGIONAL WASTE MANAGEMENT AUTHORITY**

**Unassigned** Annually as established by the board  
Councillor Cathy Crozier  
Alternate - Dwight Kilpatrick

**REDCLIFF MUSEUM AND HISTORICAL SOCIETY**

Councillor Dwight Kilpatrick  
Alternate – Ernie Reimer

2<sup>nd</sup> Tuesday @ 7:00 p.m.

**REDCLIFF PUBLIC LIBRARY**

Councillor Jim Steinke

Last Tuesday @ 7:30 p.m.

**SCHOOL/TOWN JOINT USE COMMITTEE**

Councillor Cheré Brown

As required

**SENIOR CITIZENS BOARD**

Councillor Ernie Reimer

1<sup>st</sup> Thursday @ 2:00 p.m.

**SHORTGRASS LIBRARY SYSTEM**

Councillor Dwight Kilpatrick  
Alternate – Councillor Jim Steinke

Third Thursday @ 1:00 p.m. (Regular Board Meeting)  
11:00 a.m. (Personnel & Finance)  
(as established by Committee)  
(Programs Services)

**SOUTHEAST ALBERTA WATERSHED ALLIANCE**

Unassigned

**SUBDIVISION AND DEVELOPMENT APPEAL BOARD**

Councillor Dwight Kilpatrick  
Councillor Ernie Reimer  
Alternate – Councillor Cheré Brown

As required

**FAMILY AND COMMUNITY SUPPORT SERVICES BOARD (FCSS)**

Councillor Ernie Reimer  
Alternate - Councillor Cathy Crozier

2<sup>nd</sup> Tuesday @ 7:00 p.m.

**REDCLIFF ACTION SOCIETY FOR YOUTH**

Councillor Cathy Crozier

1<sup>st</sup> Tuesday of each month @ 6:30 p.m.

**RIVERVIEW GOLF CLUB**

Councillor Cathy Crozier

2<sup>nd</sup> Thursday @ 7 p.m.

**REDCLIFF DAYS COMMITTEE**

Councillor Eric Solberg  
Alternate – Councillor Jim Steinke

**METHANEX CORPORATION, COMMUNITY ADVISORY PANEL**

Unassigned

Councillor Reimer (alternate)

at the call of the Chair

**COMMITTEE AND BOARD MEMBERS  
REDCLIFF TOWN COUNCIL**

**MAYOR ERNIE REIMER**

Ex-Officio - Municipal Government Act Section 154 (2) The Chief Elected Official is a member of all council committees and all bodies to which council has the right to appoint members under this Act, unless the council provides otherwise.

Methanex Corporation – Community Advisory Committee (Alternate)  
Redcliff and District Recreational Services Board (Alternate)  
Redcliff Family and Community Support Services Board  
Redcliff Museum & Historical Society (Alternate)  
Senior Citizen's Board  
Subdivision and Development Appeal Board

**COUNCILLOR CHERÉ BROWN**

Assessment Appeal Board (3 year term 2010 - 2013)  
Canadian Badlands  
Medicine Hat and District Chamber of Commerce  
Community Advisory Committee (RCMP)  
School/Town Joint Use Committee  
Subdivision and Development Appeal Board (alternate)

**COUNCILLOR CATHY CROZIER**

Assessment Appeal Board (3 year term 2010 - 2013)  
Family and Community Support Services Board (FCSS) (alternate)  
Redcliff Action Society for Youth  
Redcliff/Cypress Regional Waste Management Authority  
Riverview Golf Club Representative  
Water Treatment Plant Upgrade Building Committee

**COUNCILLOR DWIGHT KILPATRICK**

Redcliff Museum & Historical Society  
Redcliff/Cypress Regional Waste Management Authority (Alternate)  
Shortgrass Library System  
Subdivision and Development Appeal Board  
Water Treatment Plant Upgrade Building Committee

**COUNCILLOR LARRY LEIPERT**

**COUNCILLOR ERIC SOLBERG**

Entre Corp  
Palliser Economic Partnership  
Redcliff and District Recreation Services Board  
Redcliff Centennial (Anniversary) Committee  
Redcliff Days Committee

**COUNCILLOR JIM STEINKE**

Assessment Appeal Board (3 year term 2010 - 2013)  
Canada Day Committee  
Cypress View Foundation  
Economic Development Alliance of SE Alberta  
Redcliff Days Committee (Alternate)  
Redcliff Public Library  
Shortgrass Library System (Alternate)

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