



**COUNCIL ORGANIZATIONAL MEETING**

**MONDAY, OCTOBER 23, 2017**

**6:30 P.M.**

**AGENDA FOR THE ORGANIZATIONAL MEETING OF THE REDCLIFF TOWN COUNCIL**  
**MONDAY, OCTOBER 23, 2017 – 6:30 P.M.**  
**REDCLIFF TOWN COUNCIL CHAMBERS**

**1. GENERAL**

- A)** Call to Order by 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 23, 2017 – June 25, 2018 - Cathy Crozier
  - June 26, 2018 – February 25, 2019 - Larry Leipert
  - February 26, 2019 – October 28, 2019 - Eric Solberg
  - October 29, 2019 – June 22, 2020 - Jim Steinke
  - June 23, 2020 – February 22, 2021 - Shawna Cockle
  - February 23, 2021 – October 25, 2021 - Chris Czember
- E)** Council meeting dates and times \* For Consideration

**2. OTHER**

- A)** Appointment to Boards and Commissions \*
- B)** Seating Arrangements of Council

**3. ADJOURNMENT**

**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)

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

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

in the Province of Alberta, this \_\_\_\_\_ **23<sup>RD</sup>** \_\_\_\_\_ )

day of \_\_\_\_\_ **OCTOBER** \_\_\_\_\_ A.D. **2017**) \_\_\_\_\_

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

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 \_\_\_\_\_ **23<sup>RD</sup>** \_\_\_\_\_ )  
day of \_\_\_\_\_ **OCTOBER** \_\_\_\_\_ A.D. **2017**) \_\_\_\_\_

\_\_\_\_\_)  
(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

**DEPUTY MAYOR FOR XXXXX – XXXXX INCLUSIVE**

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

SWORN before me at the **TOWN** )  
of **REDCLIFF** )  
in the Province of Alberta, this **23<sup>RD</sup>** )  
day of **OCTOBER** A.D. **2017** ) \_\_\_\_\_

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

**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 XXXXX – XXXXX INCLUSIVE**

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

SWORN before me at the **TOWN** )  
of **REDCLIFF** )  
in the Province of Alberta, this **23<sup>RD</sup>** )  
day of **OCTOBER** A.D. **2017** ) \_\_\_\_\_

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

**TOWN OF REDCLIFF  
REQUEST FOR DECISION**

**DATE:** October 23, 2017  
**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".

Bylaw 1804/2015, being the Procedural Bylaw specifies:

7. *At the organizational meeting, Council may establish by resolution for the forthcoming year:*
  - a) *The roster for each Councillor to act as Deputy Mayor.*
  - b) *Appointments to Boards and Committees.*
  - c) *The seating arrangements of Council.*
  - d) *In addition to the above, at the Inaugural Meeting, the first order of business shall be the administration of the oath of office and the introduction of the Mayor and Councillors for the Council Session followed by the setting of the dates, times of commencement, and locations of regular Council meetings. If a scheduled meeting of Council falls on a holiday as defined in the current Collective Agreement, the meeting shall be held on the next day not being a holiday.*

At the Organizational Meeting of October 28, 2013 the following motion was passed:

*Councillor Kilpatrick 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. – Carried Unanimously.*

It will be necessary to establish the meeting dates and times for Council meetings.

**OPTIONS:**

1. Establish Council meetings for the next Council term as follows:
  - o 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:**

Option 1.

**SUGGESTED MOTION(S):**

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

**SUBMITTED BY:**

\_\_\_\_\_  
Department Head

  
\_\_\_\_\_  
Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.



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

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**ASSESSMENT REVIEW BOARD**

Councillor Cheré Brown  
Councillor Cathy Crozier  
Councillor Dwight Kilpatrick

As established by the  
board in conjunction with the  
Board Clerk

**CANADA DAY COMMITTEE**

Councillor Jim Steinke

at the call of the Chair

**CANADIAN BADLANDS**

Councillor Cheré Brown  
Alternate – Councillor Eric Solberg

Annual General Meeting

**COMMUNITY ADVISORY COMMITTEE (RCMP)**

Councillor Cheré Brown  
Alternate – Councillor Cathy Crozier

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

**CYPRESS VIEW FOUNDATION**

Mayor Ernie Reimer  
Councillor Cheré Brown

3<sup>rd</sup> Thursday @ 9:00 a.m.

**ECONOMIC DEVELOPMENT ALLIANCE OF SOUTH EAST ALBERTA**

Councillor Jim Steinke  
Alternate - Mayor Ernie Reimer  
Alternate - Larry Leipert

2<sup>nd</sup> Tuesday 8 a.m.

**EMERGENCY ADVISORY COMMITTEE (EAC)**

Mayor Ernie Reimer  
Councillor Cathy Crozier  
Councillor Dwight Kilpatrick

annually or at the call of the chair

**ENTRE-CORP**

Councillor Dwight Kilpatrick  
Alternate – Mayor Ernie Reimer

4<sup>th</sup> Wednesday @ 1:00 p.m.

**MEDICINE HAT AND DISTRICT CHAMBER OF COMMERCE**

Councillor Larry Leipert  
Alternate – Councillor Eric Solberg

2<sup>nd</sup> Tuesday @ 8 a.m.

**MUNICIPAL PLANNING COMMISSION**

Councillor Jim Steinke  
Councillor Larry Leipert  
Councillor Eric Solberg  
Mayor Ernie Reimer (Alternate)

3<sup>rd</sup> Wednesday @ 12:30 p.m.

(appointed November 23, 2015,  
effective January 1, 2016)



**PALLISER ECONOMIC PARTNERSHIP**

Councillor Eric Solberg

at the call of the Chair

**REDCLIFF AND DISTRICT RECREATION SERVICES BOARD**

Councillor Eric Solberg  
Alternate – Mayor Ernie Reimer

1st Monday @7:00 p.m.

**REDCLIFF ACTION SOCIETY FOR YOUTH**

Councillor Cathy Crozier  
Alternate – Councillor Cheré Brown

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

**REDCLIFF/CYPRESS REGIONAL WASTE MANAGEMENT AUTHORITY**

Councillor Dwight Kilpatrick  
Councillor Cathy Crozier  
Alternate – Councillor Jim Steinke

Annually and/or at the call of the chair

**REDCLIFF DAYS COMMITTEE**

Councillor Eric Solberg  
Alternate – Councillor Jim Steinke

**RIVERVIEW GOLF CLUB**

Councillor Larry Leipert  
Alternate – Councillor Cathy Crozier

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

**REDCLIFF FAMILY & COMMUNITY SUPPORT SERVICES BOARD (FCSS)**

Councillor Cheré Brown  
Alternate - Councillor Cathy Crozier

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

**REDCLIFF MUSEUM AND HISTORICAL SOCIETY**

Councillor Dwight Kilpatrick  
Alternate – Mayor Ernie Reimer

2<sup>nd</sup> Thursday @ 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 Cheré Brown  
Alternate: Jim Steinke

1st Thursday @ 2:00 p.m.

**SHORTGRASS LIBRARY SYSTEM**

Councillor Dwight Kilpatrick  
Alternate – Councillor Jim Steinke

3<sup>rd</sup> Wednesday @ 1:00 p.m.



**SOUTHEAST ALBERTA WATERSHED ALLIANCE**

Councillor Larry Leipert  
Alternate - Dwight Kilpatrick

**SUBDIVISION AND DEVELOPMENT APPEAL BOARD**

Councillor Dwight Kilpatrick  
Councillor Cathy Crozier  
Alternate – Councillor Cheré Brown

As required

**REDCLIFF PHYSICIAN RECRUITMENT & RETENTION COMMITTEE**

Mayor Ernie Reimer  
Councillor Cheré Brown

 

**COMMITTEE AND BOARD MEMBERS  
REDCLIFF TOWN COUNCIL**

**MAYOR ERNIE REIMER**

Cypress View Foundation

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.

Entre-Corp - (Alternate)

Economic Development Alliance of Southeast Alberta – (Alternate)

Emergency Advisory Committee

Municipal Planning Commission - (Alternate)

Redcliff and District Recreation Services Board – (Alternate)

Redcliff Museum & Historical Society (Alternate)

**COUNCILLOR CHERÉ BROWN**

Assessment Review Board

Canadian Badlands

Community Advisory Committee (RCMP)

Cypress View Foundation

Family and Community Support Services Board (FCSS)

School/Town Joint Use Committee

Senior Citizens Board

Subdivision and Development Appeal Board (Alternate)

Redcliff Action Society for Youth (Alternate)

**COUNCILLOR CATHY CROZIER**

Assessment Review Board

Community Advisory Committee (RCMP) (Alternate)

Emergency Advisory Committee

Family and Community Support Services Board (FCSS) (Alternate)

Redcliff Action Society for Youth

Redcliff/Cypress Regional Waste Management Authority

Riverview Golf Club Representative (Alternate)

Subdivision and Development Appeal Board

**COUNCILLOR DWIGHT KILPATRICK**

Assessment Review Board

Emergency Advisory Committee

Entre-Corp

Redcliff Museum & Historical Society

Redcliff/Cypress Regional Waste Management Authority

Shortgrass Library System

Subdivision and Development Appeal Board

**COUNCILLOR LARRY LEIPERT**

Economic Development Alliance of South East Alberta (Alternate)  
Medicine Hat and District Chamber of Commerce  
Municipal Planning Commission  
Riverview Golf Club  
Southeast Alberta Watershed Alliance

**COUNCILLOR ERIC SOLBERG**

Canadian Badlands (Alternate)  
Medicine Hat and District Chamber of Commerce (Alternate)  
Municipal Planning Commission  
Palliser Economic Partnership  
Redcliff and District Recreation Services Board  
Redcliff Days Committee

**COUNCILLOR JIM STEINKE**

Canada Day Committee  
Economic Development Alliance of SE Alberta  
Municipal Planning Commission  
Redcliff Cypress Regional Waste Management Authority (Alternate)  
Redcliff Days Committee (Alternate)  
Redcliff Public Library  
Shortgrass Library System (Alternate)  
Redcliff Senior Citizens (Alternate)

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