

**Agenda for the
Organizational Meeting of the Vauxhall Town Council
Tuesday, October 10, 2022
6:00 p.m. – Vauxhall Council Chambers**

<u>Agenda Item</u>	<u>Action</u>
1. Call to Order	
2. Adoption of Agenda	For Adoption
3. Appointment of Mayor	
4. Appointment of Deputy Mayor	
5. Appointments	
a.) Boards/Committees and Commissions	Resolution
6. Regular Council Meeting dates	
7. Adjournment	

3/4.

Town of Vauxhall
Information

Date: September 26, 2023
Proposed by: Administration
Topic Appointment of Mayor & Deputy Mayor
Background:

Appointed chief elected officials

159(1) a chief elected official who is to be appointed under section 150 must be appointed at each organizational meeting of the council, unless otherwise proved by bylaw.

(2) The term of office of an appointed chief elected official starts immediately on appointment and ends on the appointment of the next chief elected official.

(3) The term of office of an appointed chief elected official may not extend beyond the term of office of that person as councillor.

CAO Burns will call for nominations for the appointment of Mayor

Appointment of Mayor is _____

Mayor to call for nominations for the appointment of Deputy Mayor

Appointment of Deputy Mayor is _____

Town of Vauxhall
Information

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Date: September 26, 2023
Proposed by: Administration
Topic Boards & Committees
Background:

Council will have a discussion on their previous appointed Committees and Boards

Proposed Motion:

Appointment to
Boards/Committees
& Commissions

Moved by Councillor _____ to accept all appointments of Council members to committees and boards for a term of one year, until the next organizational meeting of council

VAUXHALL TOWN COUNCIL COMMITTEES & MEMBERS
As of April 11, 2023

Municipal Planning Commission

(Meets 2nd and 4th Monday of the month)

- Ray Coad
- Marilyn Forchuk
- Henry Zacharias
- Shelley Deleeuw (Alternate)

Chinook Intermunicipal Subdivision and Development Appeal Board

(As required)

- Kimberley Cawley cert. 31/1/22 (3years)
- Kimberly Dorin (Alternate) cert. 11/3/22 (3years)
- Jennifer Crowson Member at large cert. 11/3/22 (3years)

Taber Regional Joint Economic Development Committee

(Scheduled by Chair, goal is one evening meeting per month)

- Ray Coad
- Margaret Plumtree

SouthGrow

- Ray Coad
- Kimberly Dorin (Alternate)

Vauxhall Library Board

(Meets monthly (except summer) at 6:00 p.m.)

- Shelley Deleeuw
- Marilyn Forchuk

Chinook Arch Library Board

(first Thursday of April, August and December)

- Marilyn Forchuk

Taber & District Solid Waste Management Committee

(Per Taber and District Solid Waste Management Agreement dated December 31st, 2016)

- Kimberley Cawley
 - Marilyn Forchuk
-

Taber & District Housing
(Monthly)

- Ray Coad

Oldman River Regional Services Commission (ORRSC)

(Quarterly, March, June, Sept, Dec in Lethbridge @ 7:00 p.m.)

- Ray Coad

Vauxhall & District Regional Water Services Commission

(Quarterly or as required)

- Ray Coad
 - Richard Phillips (Member at Large)
- John DeGroot
Chantal Claassen
Murray Reynolds

Inter - municipal Development Authority

(As required)

- Ray Coad
 - Marilyn Forchuk
- John DeGroot
Chantal Claassen
Murray Reynolds

Public Information Officer – Emergency Management Plan

- Kimberley Cawley

Vauxhall Emergency Advisory Committee (Bylaw 958-20)

All of council

Protective Services

- Shelly Deleeuw
- Fire Authority Chair – res: 14:336

Regional Fire Authority

(Vauxhall Fire hall – quarterly or as required)

- Ray Coad
 - Henry Zacharias
- Chantal Claassen
Murray Reynolds
John DeGroot (Alternate)

Veterans Memorial

- Margaret Plumtree
- Director on the Board

Regional Assessment Review Board

- Margaret Plumtree Expires: May 28, 2024

Barons-Eureka-Warner FCSS

(Monthly)

- Margaret Plumtree

Vauxhall & District Chambers of Commerce

- Shelley Deleeuw John DeGroot
- Kimberly Dorin (Alternate) Chantal Claassen

Pheasant Festival Committee

- Kimberley Cawley

Policy, Bylaw and Rate Committee

- Kimberly Dorin
- Marilyn Forchuk

Vauxhall Community Center Advisory Committee

- Kimberley Cawley
- Kimberly Dorin

Inter-municipal Collaboration Committee

- Ray Coad
- Kimberly Dorin
- Shelley Deleeuw

Business and Tourism Committee

- Shelley Deleeuw
- Kimberly Dorin

Mayors and Reeves

- Only the Mayor is appointed to this Board.
-

Vauxhall Ag Society

- Kimberley Dorin
 - Shelley Deleeuw (Alternate)
-

The Board, and those Members who sit as a Board Panel hearing an appeal, shall govern its actions and hearings in respect of the processes and procedures as outlined in the Procedural Guidelines. A Board Member may only participate in appeal hearing if they have successfully completed the mandatory provincial training prior to the appeal hearing date.

2 Councillors as required (these 2 Councillor's must be different from MPC Members)

Deputy Mayor Cawley & Councillor Dorin certified in 2022 (3 years)

Inter-Municipal Development Authority

The Inter-Municipal Development Authority comprises of two (2) Town of Vauxhall Council members and two (2) MD of Taber Council members. This committee meets on an as required basis to discuss issues related to future subdivision and development of lands within the designated inter-municipal plan boundary and promotes the ongoing cooperation, consultation and coordination the MD of Taber and the Town of Vauxhall have established. The Inter-municipal Development Plan Bylaw 844-09 relates to the fringe area within 1 mile of the Town of Vauxhall.

This committee makes recommendations to Council only.

2 Councillors

Oldman River Regional Services Commission (ORRSC)

The Oldman River Regional Services Commission is a municipal cooperative professional planning organization that provides urban and rural municipal planning to 39 municipalities in southwestern Alberta, Canada. One member of Council is appointed as a member for ORRSC. They are para-municipal organization whose staff provides a variety of planning services to its member municipalities from day-to-day planning and development advice to the long-range planning responsibilities outlined in the Municipal Government Act. More specifically, they provide:

- Subdivision assistance and processing.
- Preparation and amendment of statutory plans and bylaws including: Municipal Development Plans, Land Use Bylaws, Area Structure Plans, Intermunicipal Development Plans.
- General planning advice.
- Mapping services including: legal base maps, registered plan inventory maps, land use district maps, land ownership maps, subdivision design, plotting.
- Research services including population projections and archived documents.
- Planning support to municipal staff.
- Subdivision and Development Appeal Board advice.
- Liaison with provincial departments and agencies.

1 Councillor Quarterly – March, June, September & December Lethbridge (ORRSC)@ 7:00p.m.
(Councillor should be a member on the MPC)

Taber & District Housing

The Town of Vauxhall appoints one representative to the Taber and District Housing committee which also includes representation from the MD of Taber, Town of Taber and management of the Taber and District Housing Authority. The purpose of the committee is to manage Public Housing and Seniors Lodges within the Town of Vauxhall, Town of Taber, Village of Barnwell, and Hamlet of Grassy Lake.

- The next TDHF Board meeting is Thursday, November 4th @ 1:30 p.m.

1 Councillor

4th Thursday of the month 1:30-4:30pm

Taber

Barons-Eureka-Warner FCSS

FCSS is an 80/20 funding partnership between municipalities or Métis settlements, and the province. This is a multi-municipal organization governed by a Board of Directors.

This is information provided by FCSS

- They will have an online meeting option for Board members on **Nov 3rd at 4:00pm** for those who are unable to meet the COVID-19 Exception Program requirements at the Heritage Inn. However, we prefer Board members to attend in person as they will be voting for the positions of Chair and Vice-Chair.
- Board Agenda and Package will be ready by the end of this week.
- At the Board meeting all Board members will receive a full organizational binder, as well, I will lead new Board members through a FCSS orientation.

1 Councillor Monthly (the board will set the date & time of Meetings at the November meeting) Taber

Vauxhall Regional Fire Authority

The Regional Fire Authority is comprised of two (2) elected officials from the both the Town of Vauxhall and the MD of Taber. The authority also consists of four non-voting members, two (2) of which are appointed by fire department members and one additional individual appointed by each municipality. The purpose of this committee is to provide fire protection services to residents of the Town and MD of Taber.

The committee makes budget and other recommendations to Council.

2 Councillors

Quarterly

Vauxhall Fire Hall (meeting times change)

SouthGrow

SouthGrow is an economical development alliance of twenty-seven south central Alberta communities committed to working together to achieve prosperity for the region. SouthGrow's goal: to accelerate and enhance economic development and sustainability for communities in the SouthGrow Regional Initiative region. One (1) member of Council is appointed to SouthGrow to attend bi-monthly meetings.

1 Councillor

Bi-monthly Tuesdays (except summer)

Taber M.D Office (meeting times change)

1 Alternate

Vauxhall Library Board

The Vauxhall Library Board includes two (2) members of Council. The board meets to discuss issues related to the Public Library

2 Councillors

Monthly (except summer)

Vauxhall Library @ 6:00p.m.

Chinook Arch Library Board

One (1) member of Council is appointed to sit on the Chinook Arch Library Board which meets to discuss issues related to the Chinook Arch Library Board. This system includes 33 libraries in member municipalities.

1 Councillor

1st Thursday of April, August, and December

Lethbridge

(This Councillor is one of the members that sits on the Vauxhall Public Library Board)

Vauxhall & District Regional Water Commission

The Vauxhall & District Regional Water Commission consists of two (2) Councillors from the Town of Vauxhall and three (3) Councillors from the MD of Taber. The Commission has been established for the purpose of providing water treatment and water distribution services to the residents of the Town of Vauxhall, the Hamlet of Hays, and the Hamlet of Enchant.

2 Councillors or 1 Member at large

As required

Town Council Chambers

(Currently one representative is a Member at Large)

Protective Services

The Town of Vauxhall appoints one (1) Councillor to the Protective Services Committee. Meetings are held jointly with representatives from the Town of Taber, MD of Taber and Village of Barnwell. This committee meets to discuss emergency services issues and to foster partnerships with key community and social support groups such as RCMP, Alberta Emergency Management and Alberta Health Services for effective emergency preparedness.

1 Councillor

Quarterly

MD of Taber Council Chambers

RES: 14:336 MOVED by Councillor Kondor to elect the Chair of the Regional Fire Authority to represent the Town of Vauxhall as the second committee member for the Inter-municipal Protective Services Committee.

Veterans Memorial Highway #36

To advocate and promote the improvement and development of the Veterans Memorial Highway #36 as a local, regional, and international transportation route, to maximize upon the resulting benefits to the eastern corridor communities. The Association shall support all efforts to improve safety and encourage economic development and expansion of Highway 63 and 881 which are integral to the future of Highway 36.

1 Councillor

2 to 3 times a year

to be determined

Intermunicipal Collaboration Committee

In October 2017 the Town of Vauxhall entered into an agreement with the MD of Taber with 4 main purposes

- To meet the requirement of the provincial legislation
- To entrench the philosophy and principles of collaboration for the 2 municipalities within an agreement
- To commit the municipalities to consultation and communication on intermunicipal matters.
- To clearly lay out a process that the partners to this agreement will deal with differences which occur from time to time in an efficient and in an appropriate manner for the purpose for maintaining their mutually beneficial relationship

This committee will serve as a non-decision-making body responsible for negotiation and management of intermunicipal opportunities and challenges. Comprised of elected official and administration the ICC will identify opportunities and prioritize intermunicipal actions for recommendation to the respective Councils.

3 Members of Council one of which is the Mayor As required

Vauxhall Emergency Advisory Committee – Per Bylaw 958-20

The Town has prepared a Municipal Emergency Management Plan, Council is responsible for the direction and control of the Town's emergency response, the preparation and approval of emergency plans and programs. Five members of Council are considered quorum with the Mayor or Deputy Mayor conducting the meeting.

This committee consists of all of Council As required

Public Information Officer

A member of the Command Staff responsible for interfacing with internal clients, the public and media and/or with the other agencies with incident-related information requirements. This can be any member of Council but does require a calm individual when questions are being addressed to them.

1 Councillor As required

Taber & District Solid Waste Management Committee

The Town of Vauxhall, Village of Barnwell, MD of Taber and Town of Taber have an agreement to partner to establish, efficient, effective, and environmentally friendly municipal solid waste management systems. This committee comprise of 8 members, 2 of each from every participating municipality.

2 Councillors 2 or more times a year MD of Taber Chambers

Business and Tourism Committee

This committee is to promote, expand and enhance the business and tourism development of Vauxhall.
This committee shall consist of Town of Vauxhall residents of not more than 7 members.

2 Councillors

As required

Vauxhall

Vauxhall Agricultural Society

1 Councillor

to be determined by the AG Society

Town of Vauxhall
Information

Date: September 26, 2023
Proposed by: Administration
Topic Regular Council Meeting Dates

Background:

Procedural Bylaw 954-19
Section V Dates and Times of Regular Council Meetings
Council meetings specified dates can be determined at the annual organizational meeting.

Current Regular Meeting of Council Dates and time.

Second Monday of each month at 6:00 p.m.

Proposed Motions of Council:

Moved by Councillor _____ to keep the current Regular Meeting of Council dates and time the same till the next Organizational Meeting of Council in 2024.

Moved by Councillor _____ to change the Regular Meeting of Council dates and time to: