

HIGHWAY 14 REGIONAL WATER SERVICES COMMISSION

**ORGANIZATIONAL Meeting**

Wednesday, December 17, 2015  
Highway 14 Regional Water Services Commission Office  
Ryley, Alberta  
1:00 p.m.

COMMISSION members PRESENT at commencement:

Ron Yarham, Beaver County  
Bernie Marko, Village of Holden  
Lavonne Svenson, Village of Ryley  
Rod Hunter, Town of Viking  
Bernice Perrot, Town of Tofield

ADMINISTRATION present at commencement:

Cindy Neufeld, CAO  
Brent Clark, Director of Operations  
Shelly Good, Recording Secretary

1. CALL TO ORDER:

The CAO called the Organizational meeting to order at 1:00 p.m.

2. ADDITIONS/DELETIONS TO THE AGENDA:

N/A

3. ORGANIZATIONAL PROCEDURES:

3.1 Organizational Meeting Nomination Procedure

For Information only

**15-52 MOVED by CM Hunter that the Commission waive the verbal reading of the nomination procedure and protocol.**

**CARRIED UNANIMOUSLY**

Noting that this was an indication all Commissioners had read and understood the nomination procedure.

4. CORRESPONDENCE:

**15-53 MOVED by CM Perrot that the Commission waive the verbal reading of the appointments. Noting that this was an indication all Commissioners had read the appointments and there were no disputes.**

**CARRIED UNANIMOUSLY**

5. NOMINATIONS FOR THE POSITION OF CHAIRPERSON - CAO

The CAO called for nominations for the position of Chairman of the Water Commission.

CM Marko nominated CM Yarham for position of Chair.

The CAO made three distinct calls for further nominations.

**15-54 MOVED by CM Yarham that nomination cease.**

**CARRIED UNANIMOUSLY**

The CAO declared that Ron Yarham was elected to the position as Chairperson.

6. RELIEF OF CHAIR:

The CAO granted relief of the Chair to Ron Yarham at 1:02 p.m.

7. NOMINATIONS FOR THE POSITION OF VICE-CHAIR:

Chairman Yarham called for nominations for Vice-Chair.

CM Yarham nominated CM Marko.

CM Yarham made three distinct calls for further nominations.

**15-55 MOVED by CM Yarham that nomination cease.**

**CARRIED UNANIMOUSLY**

Chairman Yarham congratulated CM Marko as the Vice-Chairman.

8. DATES/TIMES FOR REGULAR SCHEDULED MEETINGS:

**15-56 MOVED by CM Marko that meetings will commence every third Thursday of the month at 1:00 p.m., quarterly.**

**CARRIED UNANIMOUSLY**

Meetings: March, June, September and November.

9. SIGNING AUTHORITY:

The CAO explained the protocol relative to signing authority. Any two of the four: Chairman, or Vice-Chairman and the CAO or the Office Manager.

**15-57 MOVED by CM Svenson that the Commission confirmed the protocol as to signing authority; any two of the four, Chairman, or Vice-Chairman and the CAO or the Office Manager.**

**CARRIED UNANIMOUSLY**

10. APPOINTMENT OF AUDITORS:

**15-58 MOVED by CM Marko to remain with Yaremchuk & Annichiarico for 2016.**

**CARRIED UNANIMOUSLY**

11. ADJOURNMENT:

**15-59 MOVED by CM Yarham that the Commission adjourn the Organizational Meeting at 1:08 p.m.**

**CARRIED UNANIMOUSLY**

  
\_\_\_\_\_  
CHAIRPERSON

  
\_\_\_\_\_  
ADMINISTRATOR