

HIGHWAY 14 REGIONAL WATER SERVICES COMMISSION

ORGANIZATIONAL Meeting

Thursday, November 16, 2017
Water Commission Office
Ryley, Alberta
1:00 p.m.

COMMISSION members PRESENT at commencement:

Bernie Marko, Village of Holden
Rod Hunter, Town of Viking
Terry Magneson, Village of Ryley
Larry Tiedemann, Town of Tofield

COMMISSION members ABSENT at commencement:

Dale Pederson, Beaver County

ADMINISTRATION present at commencement:

Al Harvey, CAO
Brent Clark, Director of Operations
Bev Hutton, Recording Secretary

1. CALL TO ORDER:

The CAO called the Organizational meeting to order at 1:04 p.m.

2. ADDITIONS/DELETIONS TO THE AGENDA:

17-54 MOVED by CM Hunter that the agenda be approved as presented.

CARRIED

3. ORGANIZATIONAL PROCEDURES:

3.1 Organizational Meeting Nomination Procedure

For Information only

17-55 MOVED by CM Marko that the Commission waive the verbal reading of the nomination procedure and protocol.

CARRIED

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

4. CORRESPONDENCE:

17-56 MOVED by CM Hunter 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

5. NOMINATIONS FOR THE POSITION OF CHAIRPERSON - CAO

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

CM Hunter nominated CM Marko for position of Chair.

The CAO made three distinct calls for further nominations.

17-57 MOVED by CM Magneson that nomination cease.

CARRIED UNANIMOUSLY

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

6. RELIEF OF CHAIR:

The CAO granted relief of the Chair to CM Marko at 1:15p.m.

The CAO congratulated Chairman Marko, and Chairman Marko thanked the attending Commission members for their support.

7. NOMINATIONS FOR THE POSITION OF VICE-CHAIR:

Chairman Marko called for nominations for Vice-Chair.

CM Tiedemann nominated CM Hunter.

Chairman Marko made three distinct calls for further nominations.

17-58 MOVED by CM Magneson that nomination cease.

CARRIED

Chairman Marko congratulated CM Hunter as the Vice-Chairman.

8. DATES/TIMES FOR SCHEDULED MEETINGS:

(a) Regular Meetings

17-59 MOVED by CM Tiedemann that meetings will be set for the following dates; every third Thursday of the month at 1:00 p.m.

CARRIED

(b) Commission Orientation/Strategic Plan

17-60 MOVED by CM Tiedemann Highway 14 Regional Water directs Administration to develop a Commission Orientation to be held the morning of December 21, 2017, at 9:00 a.m. with a joint strategic plan session at 1:00 p.m. with the available former Commission members to be invited to attend.

CARRIED

(c) Commission Business Plan Session

17-61 MOVED by CM Tiedemann that Highway 14 Regional Water set the date of January 18, 2018, to review the business plan.

CARRIED

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.

17-62 MOVED by CM Hunter that in regards to the signing authority any two of the executive including the Chairperson, Vice-Chairperson or CAO, are authorized as signators. In the absence of the CAO the Office Manager may sign. On no occasion may the CAO and the office Manager jointly sign any document.

CARRIED

10. APPOINTMENT OF AUDITORS:

17-63 MOVED by CM Tiedemann that the firm of Yaremchuk & Annichiarico be retained as the Auditors for the Commission.

CARRIED

11. APPOINTMENT OF LEGAL:

17-64 MOVED by CM Magneson that the firm of Reynolds, Mirth Richards & Farmer be retained as legal counsel for the Commission.

CARRIED

12. ADJOURNMENT:

17-65 MOVED by CM Marko that the Commission adjourn the Organizational Meeting at 1:36 p.m.

CARRIED UNANIMOUSLY



CHAIRPERSON



ADMINISTRATOR