

## MUNICIPAL DISTRICT OF BIGHORN NO. 8

Minutes of the Organizational Meeting of Council held Tuesday, October 14, 2008 at 9:00 a.m. at the MD Administration Office, with the following persons present:

### COUNCIL:

DENE COOPER	COUNCILLOR
MARIA DUNKI	COUNCILLOR
HUGH PEPPER	COUNCILLOR
PAUL RYAN	COUNCILLOR
PAUL ADAMS	COUNCILLOR

### STAFF:

MARTIN BUCKLEY	CHIEF ADMINISTRATIVE OFFICER
NATALIE GERMANN	EXECUTIVE ASSISTANT
GREG BIRCH	ASSISTANT MUNICIPAL MANAGER
KATHERINE VAN KEIMPEMA	DIRECTOR OF FINANCE
HUGH PETTIGREW	DIRECTOR OF OPERATIONS

### CALL TO ORDER

The Chief Administrative Officer called the Organizational meeting to order at 9:00 a.m.

#### A. AGENDA

The agenda for the Organizational meeting was set as circulated.

#### B. APPOINTMENT OF REEVE & OATH OF OFFICE

The Chief Administrative Officer called for nominations for the appointment of Reeve. Councillor Pepper nominated Councillor Cooper.

The Chief Administrative Officer called a second time for nominations for the appointment of Reeve. No further nominations were forthcoming.

The Chief Administrative Officer called a third and final time for nominations for the appointment of Reeve. No further nominations were forthcoming.

Moved by Councillor Ryan that the nominations cease.

CARRIED

Councillor Cooper was appointed as Reeve for the MD of Bighorn by acclamation, for the 2008-2009 organizational year.

#### C. APPOINTMENT OF DEPUTY REEVE & OATH OF OFFICE

Organizational  
Mtg. Called to  
order at 9:00  
am

R: 242/08  
Nominations  
for Reeve Cease

Councillor  
Cooper  
appointed as  
Reeve

The Chief Administrative Officer called for nominations for the appointment of Deputy Reeve. Councillor Adams nominated Hugh Pepper.

R: 243/08  
Nominations  
for Deputy  
Reeve Cease

Moved by Councillor Ryan that the nominations cease.

CARRIED

Councillor Pepper was appointed as Deputy Reeve for the MD of Bighorn by acclamation, for the 2008-2009 organizational year.

Councillor  
Pepper  
appointed as  
Deputy Reeve

CARRIED

Reeve Cooper and Deputy Reeve Pepper subscribed to the official Oath of Office administered by the Assistant Development Officer, as a Commissioner of Oaths. The Oaths of Office are attached to these minutes.

**D. ESTABLISH DATES, TIMES AND PLACES FOR REGULAR COUNCIL**

R: 244/08  
Regular  
Council  
Meetings

Moved by Councillor Dunki that the date, time, and place for regular M.D. Council meetings be set as being on the second Tuesday of every month, commencing at 9:00 a.m., in the M.D. Administration office, #2 Heart Mountain Drive, in the Hamlet of Exshaw.

CARRIED

**E. ORGANIZATIONAL CHART APPOINTMENTS (in camera)**

R: 245/08  
Go into Camera  
at 9:10 am  
R: 246/08  
Go out of  
Camera at  
10:15 am

Moved by Councillor Dunki that Council go into camera at 9:10 a.m.

CARRIED

Moved by Councillor Ryan that Council go out of camera at 10:15 a.m.

CARRIED

R: 247/08  
Organizational  
Chart for Oct.  
2009 - 2010  
approved as  
amended

Moved by Councillor Ryan that Council approve the 2008-2009 Organizational Chart attached to these minutes as Schedule "A".

CARRIED

**F. DATES AND TIMES FOR COUNCIL COMMITTEE/BOARD MEETINGS**

R: 248/08  
Committees/  
Boards  
establish own  
meeting dates  
& times.

Moved by Councillor Dunki that Council Committees/Boards of the MD be authorized to establish the date and time of their regularly scheduled meetings and to reschedule those meetings, that the date and time of regularly scheduled meetings be advertised in the MD newsletter and in the lobby of the MD Administration Building and that rescheduled meetings be advertised as per MD policy.

CARRIED

**G. CHAIR TO AGRICULTURAL SERVICES & ENVIRONMENTAL ADVISORY BOARD**

R: 249/08  
Council request  
that AS&EAB  
recommend a  
Chairperson

Moved by Councillor Dunki that Council request that the Agricultural Services and Environmental Advisory Board recommend a chairperson back to Council for approval.  
CARRIED

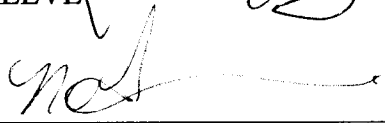
**ADJOURNMENT**

R: 250/08  
Adjournment at  
10:17 am

Moved by Deputy Reeve Pepper that the 14 October 08 Organizational Meeting be adjourned at 10:17am

CARRIED

  
\_\_\_\_\_  
REEVE

  
\_\_\_\_\_  
EXECUTIVE ASSISTANT

Schedule 'A' to October 14, 2008 Annual Organizational Minutes  
M.D. OF BIGHORN  
ORGANIZATIONAL CHART - APPLICANTS  
OCTOBER 2008 - 2009

BOARD/COMMITTEE/ COMMISSION NAME	COUNCIL REPRESENTATIVES	PUBLIC REPRESENTATIVES	MEETING DATES AND TIMES
Agricultural Services & Environmental Advisory Board (ASEAB) - 2 Council, 4 Public	Dunki Cooper Pepper (Alternate)	B. Weerstra 08 W. Kroll 08 P. MacMillan 09 R. Pogue 09	Approximately 5 meetings per year
Assessment Review Board (ARB) - 2 Council, 3 Public	Pepper Adams Cooper (alternate) Dunki (alternate) Ryan (alternate)	K. Hebb M. Milne D. Apedaile	When called
CAAMD&C Board of Directors	Reeve Alternate: Dep. Reeve	NONE	When called
Bighorn Corridor Environment Committee (BCEC) -2 Council, 8 Public	Ryan Cooper Adams (Alternate)	R. Anderson F. deBeer C. Hansen K. Milne D. Penninga R. Peterson C. Read	Meets 4 times per year (quarterly)
Bighorn Corridor Environment Committee - Trucking Sub-Committee - 2 Council & Truck Industry	Ryan Cooper Adams (Alternate)	NONE	When called
Biosphere Institute Board of Directors	Cooper Adams (Alternate)	NONE	Once every two months
Bow Corridor Ecosystem Advisory Group (BCEAG) - 1 Council	Cooper Adams (Alternate)	NONE	Meets 4 times per year (quarterly)
Bow River Basin Water Council (BRBC) - 1 Council	Pepper Cooper (Alternate)	NONE	Approximately 3 to 4 meetings per year
Bow Valley Regional Housing (BVRH) - 1 Council	Adams Ryan (Alternate)	NONE	Monthly
Bow Valley Waste Management Commission (BVWMC) - 2 Council	Ryan Cooper Dunki (Alternate)	NONE	Monthly
Bow Valley Wild Smart	Adams Cooper (Alternate)	NONE	Monthly
Calgary Region Airshed Zone (CRAZ) - 1 Council	Cooper	NONE	At call of Chair
Calgary Regional Partnership: (CRP) -spring & fall general meetings -monthly forums -CRP sub-committees	-All Councillors -Cooper (Dunki Alternate) + 1 other Councillor -Ryan	NONE	-Approx. twice a year -monthly -At call of Chair
Canmore/Bighorn Inter-Municipal Committee - 2 Council	Ryan Adams Cooper (Alternate)	NONE	At call
Canmore Economic Development Authority - 1 Council	Adams Ryan (Alternate)	NONE	Monthly - as set.
Cochrane/Bighorn Inter-Municipal Committee - 2 Council	Dunki Pepper	NONE	At call.
Community Services Board (CSB) - 1 Council, 4 Public	Dunki Adams (Alternate)	M. Blokhuis L. Lyster J. Mantie U. Reynolds	Quarterly on Wednesdays at call of Chair 30 days prior; (notice posted on web and @ MD office)
Emergency Services Committee (EMS)/ Ambulance Advisory Board - 1 Council, 2 Public	Cooper Adams (Alternate)	M. Diotte J. Lambert	Meets 4 to 5 times per year
Finance and Economic Development Committee (F&EDC) (i/c Investment Committee)	Adams Cooper Dunki Ryan Pepper	NONE	Meets 4 times per year (quarterly)
Ghost Stewardship Monitoring Group	NONE	NONE	C.A.O. attends meetings, at Call of Chair
Ghost/Waiparous Trail Association (GWTA) - 1 Council, CAO or Designate	Pepper	NONE	Approx. 3 times per year
Heritage Resources Committee (HRC) - 3 Council, 3 Public	M. Dunki P. Ryan P. Adams	D. Apedaile B. Dyck L. Grischkat	At call of chair
Marigold Regional Library - 1 Public	None	L. Lyster	Meets 4 times per year (quarterly)
Municipal Excellence Committee (MEC) - 3 Council	Dunki Ryan Adams	NONE	Meets 4 to 5 times a year.
Municipal Planning Commission (MPC) - 2 Council, 3 Public	Dunki Adams Cooper (Alternate)	J. Haasen R. Litschke C. Montgomery	Monthly on 3 <sup>rd</sup> Wed. @ 9:00 am; (except Nov 23/05)
Panther Advisory Group	Pepper	NONE	Quarterly/At call of Chair
Southern East Slopes Municipal Task Force - 2 Council	Dunki Pepper	NONE	At call of Chair
Spray Lakes Sawmills Public Advisory Group - 1 Councillor	Dunki	NONE	At call of Chair
Streets & Roads Committee (3 Councillors)	Dunki Pepper Ryan	NONE	At Call of Chair
Subdivision & Development Appeal Board (S/DAB) - 2 Council, 3 Public	Pepper Ryan	K. Hebb I. MacGregor M. Milne D. Apedaile * G. Coulter * (* - Alternates)	Meets when ever called upon (approx. 6 to 11 times per year)
Town of Canmore Community Enrichment Advisory Committee - 1 Councillor	Adams Dunki (Alternate)	NONE	Monthly, every 3 <sup>rd</sup> . Thursday
Weed Notice Appeal Committee (WNAC) - 2 Council, 3 Public	Pepper Ryan	K. Hebb I. MacGregor M. Milne D. Apedaile * G. Coulter * (* = Alternates)	Meets when ever called upon



