



# TOWN OF TWO HILLS



## Minutes of the Organizational Meeting of Council for the Town of Two Hills

held October 26, 2021 at 6:00 P.M.

in the Two Hills Town Council Chambers

**PRESENT:** L. L. Ewanishan, K. Thompson, M. Tarkowski, A. Romaniuk, S. Rajoo, C.A.O.  
G. Saskiw, Executive Secretary A. Clark

**CALL TO ORDER:** Mayor L. L. Ewanishan called the Organizational Council Meeting of October 26, 2021 to order at 6:00 P.M.

**OATH OF OFFICE:** L. L. Ewanishan was sworn in as Mayor  
K. Thompson was sworn in as Deputy Mayor  
M. Tarkowski was sworn in as Councillor  
A. Romaniuk was sworn in as Councillor  
S. Rajoo was sworn in as Councillor

### DEPUTY MAYOR

**ROTATION:** As per Council Procedural Bylaw 2011-905: At the first organizational meeting following the general municipal election a Resolution is to be placed before Council for the appointment and election of the Deputy Mayor. This Resolution will establish that the Deputy Mayor serves at the pleasure of Council and can be removed without reason or cause by a majority vote. The election of Deputy Mayor will be according to a rotational system whereby all Councillors are granted an opportunity to serve in that capacity.

**2021-189** **MOVED** by Mayor L.L. Ewanishan that the Deputy Mayor Rotation shall change every second meeting in October as follows:  
October 2021 to October (second meeting) 2022: K. Thompson  
October 2022 to October (second meeting) 2023: M. Tarkowski  
October 2023 to October (second meeting) 2024: A. Romaniuk  
October 2024 to October (second meeting) 2025: S. Rajoo

**CARRIED**

### APPOINTMENT OF ELECTED OFFICIALS TO COMMITTEES/BOARDS:

#### Review of Policy 2011-03 "Appointment of Elected Officials"

Council was provided a copy of existing Policy 2011-03 'Appointment of Elected Officials' for review.

**2021-190** **MOVED** by Councillor M. Tarkowski to adopt Policy 2011-03 Appointment of Elected Officials as reviewed.

**CARRIED**

**Review of Policy 2011-04 "Elected Officials Appointments to Federal, Provincial and Regional Boards and Committees"**

Council was provided a copy of existing Policy 2011-04 "Elected Officials Appointments to Federal, Provincial and Regional Boards and Committees" for review.

**2021-191** **MOVED** by Mayor L. L. Ewanishan to add the Fire Department to the Committee list to be reviewed at the next organizational meeting.

**CARRIED**

**2021-192** **MOVED** by Councillor M. Tarkowski to adopt Policy 2011-04 Elected Officials Appointments to Federal, Provincial and Regional Boards and Committees" as reviewed.

**CARRIED**

**Appointments of Elected Officials to Committee/Boards**

Council discussed the appointments to Boards and Committees for the upcoming year.

**2021-193** **MOVED** by Councillor S. Rajoo to accept the Committee/Boards appointments as mutually agreed upon.

**CARRIED**

**APPOINTMENT OF DEVELOPMENT AND SUBDIVISION AUTHORITY:**

Bylaw 95-734 "The Development Authority shall consist of one (1) person appointed by resolution of Council..." No term specified.

Bylaw 95-735 "The Subdivision Authority shall consist of one (1) person appointed by resolution of Council...for a term of one (1) year and may be reappointed upon expiry of the term at the pleasure of Council".

**2021-194** **MOVED** by Councillor A. Romaniuk to appoint C.A.O. Gerren Saskiw as Development Authority for the Town of Two Hills.

**CARRIED**

**2021-195** **MOVED** by Councillor A. Romaniuk to appoint Jane Dauphinee, of Municipal Planning Services, to be the Subdivision Authority for the Town of Two Hills.

**CARRIED**

### APPOINTMENT OF SUBDIVISION & DEVELOPMENT CLERK:

Municipal Government Act 627.1(1) states "a council that establishes a subdivision and development appeal board must appoint...must authorize the appointment of, one or more clerks of the subdivision and development appeal board."

2021-196 **MOVED** by Councillor S. Rajoo to appoint the Executive Secretary Ava Clark as the clerk for the Subdivision & Development Appeal Board.

**CARRIED**

### APPOINTMENT OF BYLAW ENFORCEMENT OFFICER:

Bylaw 2013-929 Bylaw Enforcement Officer section 4.1 states that Council may appoint one or more Bylaw Enforcement Officers and shall hold a term of office at the pleasure of Council.

2021-197 **MOVED** by Deputy Mayor K. Thompson to appoint Gerren Saskiw as the Bylaw Enforcement Officer for the Town of Two Hills.

**CARRIED**

### APPOINTMENT OF AUDITOR:

As per Municipal Government Act R.S.A. 2000, c. M-26, Section 280(1) "Each Council must appoint one or more Auditors for the municipality. Nelson Ncube was the successful bidder for the 2018 Audit.

2021-198 **MOVED** by Councillor S. Rajoo to appoint M. Nelson Ncube as Auditor for the Town of Two Hills for the 2021 financial fiscal year.

**CARRIED**

### MAYOR AND COUNCIL RENUMERATION AND SUBSISTENCE:

#### Review of Policy 2011-05 "Elected Officials Remuneration and Expense"

Reviewed annually at the Organizational meeting as per section 4 under Procedures.

2021-199 **MOVED** by Councillor M. Tarkowski to declare Policy 2011-05 Elected Officials Remuneration and Expense as reviewed.

**Review of Policy 2011 - 01 Council Benefits.**

Policy 2011-01 is reviewed annually at the Organizational meeting with other like policies.

**2021-200** **MOVED** by Councillor A. Romaniuk to declare Policy 2011-01 *Council Benefits* as reviewed.

**CARRIED**

**Review of Policy 2012-02 "Mileage for Council, Staff and Appointed Members"**

Reviewed annually at the Organizational meeting with other like policies.

**2021-201** **MOVED** by Councillor M. Tarkowski to declare Policy 2012-02 "Mileage for Council, Staff and Appointed Members" as reviewed.

**CARRIED**

**Review and Acknowledgement of Bylaw No. 2018-969 to Regulate the Conduct of Council.**

Reviewed and signed annually at the Organizational meeting with other like policies.

**2021-202** **MOVED** by Deputy Mayor K. Thompson to adopt Review of Bylaw No. 2018-969 *Council Code of Conduct* as reviewed.

**CARRIED**

**ADJOURNMENT:**

With all items on the agenda having been addressed, Mayor L. L. Ewanishan adjourned the Organizational Meeting at 6:40 P.M.

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**LEONARD L. L. EWANISHAN, MAYOR**

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**GERREN SASKIW, C.A.O.**