

**MINUTES OF THE ORGANIZATIONAL MEETING OF COUNCIL OF  
THE TOWN OF TOFIELD HELD OCTOBER 11, 2016**

**PRESENT**

1. Mayor Conquest; Councillors Dueck, Brown, Robinson Perrot; Chief Administrative Officer Neufeld; Assistant Chief Administrative Officer Edwards.

**CALL TO ORDER**

2. Mayor Conquest called the meeting to order at 6:00 p.m.

**DEPUTY MAYOR  
APPOINTMENT**

3. **MOVED** by Perrot to confirm the appointment of Deb Dueck as Deputy Mayor for the Town of Tofield for a term ending October 2017.

01-10-16

CARRIED UNANIMOUSLY

**TOFIELD & AREA  
HEALTH SERVICES**

4. **MOVED** by Dueck to confirm the appointment of Robinson representing the Town of Tofield on the Tofield & Area Health Services Foundation for a term expiring October 2017.

02-10-16

CARRIED UNANIMOUSLY

**MOVED** by Robinson to confirm the appointment of Perrot as alternate, representing the Town of Tofield on the Tofield & Area Health Services Foundation for a term expiring October 2017.

03-10-16

CARRIED UNANIMOUSLY

**TOURISM  
REPRESENTATIVE**

5. **MOVED** by Brown to confirm the appointment of Robinson as the Tourism Representative for the Town of Tofield, for a term ending October 2017.

04-10-16

CARRIED UNANIMOUSLY

**MOVED** by Dueck to confirm the appointment of Perrot as alternate Tourism Representative for the Town of Tofield, for a term ending October 2017.

05-10-16

CARRIED UNANIMOUSLY

**B.R.A.E.D.**

6. **MOVED** by Dueck to confirm the appointment of Perrot as the Town of Tofield's representative to the Battle River Alliance for Economic Development, for a term ending October 2017.

06-10-16

CARRIED UNANIMOUSLY

**MOVED** by Perrot to confirm the appointment of Robinson, representing the Town of Tofield, as the alternate representative to the Battle River Alliance for Economic Development, for a term ending October 2017.

07-10-16

CARRIED UNANIMOUSLY



**BEAVER FOUNDATION** 7. Pursuant to the Beaver Foundation Ministerial Order and attachment establishing Beaver Foundation Management Agency, each member of the management shall appoint one member to the board in the manner the appointing member determines appropriate. The term of office of each member of the board is for 3 years.

08-10-16 **MOVED** by Perrot to confirm the appointment of Conquest, as the Town of Tofield's representative to the Beaver Foundation, with Brown as alternate, for a term ending October 2017.

CARRIED UNANIMOUSLY

**HIGHWAY 14 REGIONAL WATER COMMISSION** 8. **MOVED** by Brown to appoint Perrot as the Town of Tofield's representative to the Highway 14 Regional Water Commission, with Councillor Dueck as alternate, for a term ending October 2017.

09-10-16 CARRIED UNANIMOUSLY

**BEAVER MUNICIPAL SOLUTIONS** 9. **MOVED** by Robinson to confirm the appointment of Conquest as the Town of Tofield's representative to the Beaver Municipal Solutions Board, with Dueck as alternate, for a term ending October 2017.

10-10-16 CARRIED UNANIMOUSLY

**VICTIM SERVICES BOARD** 10. **MOVED** by Perrot to confirm the appointment of Dueck as the Town of Tofield's representative to the Victim Services Board, with Brown as alternate, for a term ending October 2017.

11-10-16 CARRIED UNANIMOUSLY

**TOFIELD/RYLEY/BEAVER/F.C.S.S.** 11. **MOVED** by Dueck to confirm the appointment of Robinson as the Town of Tofield's representative to the Tofield/Ryley/Beaver F.C.S.S. Board, with Brown as alternate, for a term ending October 2017.

12-10-16 CARRIED UNANIMOUSLY

**MOVED** by Robinson that Rev Adam Hall be appointed to the Tofield/Ryley/Beaver F.C.S.S. Board as Member at Large with a term expiring October 2018.

CARRIED UNANIMOUSLY

13-10-16

**BEAVER EMERGENCY SERVICES COMMISSION** 12. **MOVED** by Brown to confirm the appointment of Dueck as the Town of Tofield's representative to the Beaver Emergency Services Commission, with Robinson as alternate, for a term ending October 2017.

14-10-16 CARRIED UNANIMOUSLY



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**BEAVER MEDICAL  
SERVICES  
COMMISSION**

13. **MOVED** by Perrot to confirm the appointment of Dueck as the Town of Tofield's representative to the Beaver Medical Services Commission, with Brown as alternate, for a term ending October 2017.

CARRIED UNANIMOUSLY

15-10-16

**REGIONAL  
PARTNERSHIP  
COMMITTEE**

14. **MOVED** by Robinson to confirm the appointment of Conquest as the Town of Tofield's representative to the Beaver Regional Partnership Committee, with Deputy Mayor Dueck as alternate.

CARRIED UNANIMOUSLY

16-10-16

**INTERMUNICIPAL  
COMMITTEE**

15. **MOVED** by Brown to confirm the appointment of Mayor Conquest and Deputy Mayor Dueck to the Intermunicipal Committee.

CARRIED UNANIMOUSLY

17-10-16

**LIBRARY BOARD**

16. Tofield Municipal Library Board

<u>Current Members</u>	<u>Term Expires</u>
Cathy Brown	October 2017
Marilyn Stacey	October 2016
Bob Young	October 2016
Beaver County Representative	

Pursuant to Bylaw 852: The Municipal Library shall be governed by a Library Board consisting of not fewer than 5 and not more than 10 members appointed by Council, and at least one of the members so named shall be a member of Council.

**MOVED** by Dueck to confirm the appointment of Brown to the Tofield Library Board, with Robinson as alternate, for a term ending October 2017.

CARRIED UNANIMOUSLY

18-10-16

**MOVED** by Dueck that Bob Young be appointed to the Tofield Library Board with a term expiring October 2018.

CARRIED UNANIMOUSLY

19-10-16

**NORTHERN LIGHTS  
LIBRARY SYSTEM**

17. **MOVED** by Perrot to confirm the appointment of Brown as the Town of Tofield's representative to the Northern Lights Library System Board, with Robinson as alternate, for a term ending October 2017.

CARRIED UNANIMOUSLY

20-10-16

**WELCOMING &  
INCLUSIVE  
COMMUNITY  
COMMITTEE**

18. **MOVED** by Dueck that Perrot be appointed representing the Town of Tofield on the Welcoming & Inclusive Community Committee, with Mayor Conquest as alternate, with a term expiring 2017.

CARRIED UNANIMOUSLY

21-10-16



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**WINTER FESTIVAL  
COMMITTEE**

22-10-16

19. **MOVED** by Perrot to confirm the appointment of Dueck and Brown as Council's representatives on the Winter Festival Committee with a term expiring October 2017.

CARRIED UNANIMOUSLY

23-10-16

**MOVED** by Dueck that Jim Warren and Calvin Andringa be appointed to the Winter Festival Committee as public at large member, with a term expiring October 2017.

CARRIED UNANIMOUSLY

**150 YEAR  
COMMITTEE**

24-10-16

20. **MOVED** by Robinson that Dueck and Brown as Council's representatives on the 150 year Committee

CARRIED UNANIMOUSLY

**MOVED** by Dueck that a member from the following organizations be appointed to the 150 Year Committee:

Chamber of Commerce  
Tofield Lions Club  
Tofield Ministerial Association  
Tofield Historical Society

And Two members from Beaver County Council.

25-10-16

CARRIED UNANIMOUSLY

**PLANNING**

26-10-16

21. **MOVED** by Brown that all Council Members be appointed to the Municipal Planning Commission.

CARRIED UNANIMOUSLY

27-10-16

**MOVED** by Dueck that Cindy Neufeld or Jeff Edwards be appointed as Secretary to the Municipal Planning Commission.

CARRIED UNANIMOUSLY

28-10-16

**MOVED** by Brown that Cindy Neufeld, Jeff Edwards and Sian Match be appointed Development Officers for the Town of Tofield.

CARRIED UNANIMOUSLY

29-10-16

**MOVED** by Perrot that Jane Dauphinee of Municipal Planning Services (2009) Ltd. be appointed Subdivision Authority Officers for the Town of Tofield.

CARRIED UNANIMOUSLY

**ASSESSOR**

30-10-16

22. **MOVED** by Brown that Mike Krim be appointed Assessor for the Town of Tofield.

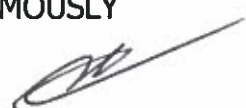
CARRIED UNANIMOUSLY

**AUDITOR**

31-10-16

23. **MOVED** by Dueck that Masuda Munro, Chartered Accountants, be appointed Auditor for the Town of Tofield.

CARRIED UNANIMOUSLY



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**COUNCIL**

24. **MOVED** by Brown that the Regular Meeting of Council of the Town of Tofield be held on the second Monday of each month at 6:30 p.m. and that if the Monday is a Statutory Holiday the meeting shall be held on the Tuesday following.

32-10-16

CARRIED UNANIMOUSLY

**SIGNING  
AUTHORITIES**

25. **MOVED** by Dueck that all agreements or documents, cheques and other negotiable instruments made or executed on behalf of the Town of Tofield be signed by the Mayor or any Councillor and Chief Administrative Officer or Assistant Chief Administrative Officer.

33-10-16

CARRIED UNANIMOUSLY

**ADJOURNMENT**

26. **MOVED** by Dueck that the meeting adjourned at 6:10 p.m.

34-10-16

CARRIED UNANIMOUSLY

  
MAYOR

  
CHIEF ADMINISTRATIVE OFFICER