



**Bentley Town Council
Annual Organizational Meeting
October 24, 2023**

Date & Place: Minutes of the Organizational Meeting of the Council of the Town of Bentley, held Tuesday October 24, 2023, at 8:00pm

In Attendance Mayor Greg Rathjen
Deputy Mayor Eastman
Councillor Brenda Valiquette
Councillor Pam Hansen
Councillor Dale Grimsdale

Call to Order Mayor Rathjen called the annual organizational meeting to order at 8:00pm

**Amendment and
Acceptance of Agenda**

Motion 240/2023 Moved by Councillor Hansen, "THAT the Agenda of the October 24, 2023, Organizational Meeting be accepted."

Carried

**Elected Officials
Attendance AUMA**

No Motion made, policy 43-2023 was provided to mayor and council for information only. No changes were requested, and Mayor and Council were happy with leaving the training allowance the same and flexible for each member of council for the 2024 year.

**Designation of place
For the municipal office**

Motion 241/2023 Moved by Deputy Mayor Eastman, "THAT Mayor and Council declare that the Bentley Municipal Office for the Town of Bentley is located at 4918 50th Avenue in Bentley Alberta."

Carried

Nominations and Election of Deputy Mayor

Term and Councillor Assignment for Deputy Mayor and signing authority for The Town of Bentley

Motion 242/2023 Moved by Councillor Hansen, "THAT each councillor for the Town of Bentley be provided an opportunity to have a term as deputy mayor and be appointed as a signing authority on behalf of the Town of Bentley, including all Servus Credit Union Accounts held by the Town as follows:

October 25, 2023, to January 24, 2024

Councillor Brenda Valiquette will serve as Deputy Mayor and be a designated signing authority on behalf of the Town of Bentley, including all Servus Credit Union Accounts - from October 25, 2023, to January 24, 2024, replacing Councillor Eastman who held the prior term.

January 25, 2024, to April 24, 2024

Councillor Dale Grimsdale will serve as Deputy Mayor and be a designated signing authority on behalf of the Town of Bentley, including all Servus Credit Union Accounts - from January 25, 2024, to April 24, 2024, replacing Councillor Brenda Valiquette who held the prior term.

April 25, 2024, to July 24, 2024,

Councillor Pam Hansen will serve as Deputy Mayor and be a designated signing authority on behalf of the Town of Bentley, including all Servus Credit Union Accounts – from April 25, 2024, to July 24, 2024, replacing Councillor Dale Grimsdale who held the prior term.

July 25, 2024, to October 22, 2024,

Councillor Lenore Eastman will serve as Deputy Mayor and be a designated signing authority on behalf of the Town of Bentley, including all Servus Credit Union Accounts – from July 25, 2024, to October 22, 2024, replacing Councillor Pam Hansen who held the prior term.

Carried

Dates, Times and Location of Regular Meetings

Motion 243/2023 Moved by Councillor Grimsdale, "THAT the regular meetings of council be held on the second and fourth Tuesday of each month, commencing at 6:30 pm, in the Bentley Municipal Office; AND

THAT summer recess will occur on the 4th Tuesday of July and the 2nd Tuesday of August; AND

THAT the meeting held the 2nd Tuesday in November be cancelled to allow sufficient time for administration to work with mayor and council through workshops, to undertake budgetary and strategic planning; AND

THAT winter recess occur on the 4th Tuesday of December; AND

THAT this schedule remain in effect for the 2024 calendar year, unless otherwise determined by Council.”

Carried

**Signing
Authorities**

Motion 244/2023 Moved by Deputy Mayor Eastman, “THAT the Mayor, Greg Rathjen, or in his absence the Deputy Mayor, “in accordance with the rotational schedule described in motion **242/2023**”, together with the Chief Administrative Officer, Marc Fortais, or in his absence, Administrative Assistant, Sandra Meredith, be appointed signing authorities for the Town of Bentley, including all accounts held at the Servus Credit Union, further that the Town have its bank account and conduct its banking transactions with Servus Credit Union, Bentley Branch.

Carried

**Board,
Committees,
Commission**

A. Bentley District Fire Department Liaison

Primary	Brenda Valiquette
Alternate	Greg Rathjen

Motion 245/2023 Moved by Councillor Hansen that Councillor Valiquette be appointed as the primary representative and Mayor Rathjen be appointed as the alternate representative to serve as the Bentley District Fire Department Liaison on behalf of Mayor and Council.”

Carried

B. Lacombe Regional Emergency Management Advisory Committee

Primary	Greg Rathjen
Alternate	Brenda Valiquette

Motion 246/2023 Moved by Councillor Grimsdale that Mayor Rathjen be appointed as the primary representative and Councillor Valiquette be appointed as the alternate representative to serve on the Lacombe Regional Emergency Management Advisory Committee on behalf of Mayor and Council.”

Carried



C. Lacombe Regional Fire Services Advisory Committee

Primary Pam Hansen
Alternate Dale Grimsdale

Motion 247/2023 Moved by Deputy Mayor Eastman, "THAT Councillor Hansen be appointed as the primary representative and Councillor Grimsdale be appointed as the alternate representative to serve on the Lacombe Regional Fire Services Advisory Committee on behalf of Mayor and Council."

Carried

D. Lacombe Regional Waste Services Commission

Primary Dale Grimsdale
Alternate Lenore Eastman

Motion 248/2023 Moved by Councillor Hansen, "THAT Councillor Grimsdale be appointed as the primary representative and Deputy Mayor Eastman be appointed as the alternate representative to serve on the Lacombe Regional Waste Services Commission on behalf of Mayor and Council."

Carried

E. Lacombe Foundation

Primary Lenore Eastman
Alternate Pam Hansen

Motion 249/2023 Moved by Councillor Grimsdale, "THAT Deputy Mayor Eastman be appointed as the primary representative and Councillor Hansen be appointed as the alternate representative to serve on the Lacombe Foundation on behalf of Mayor and Council."

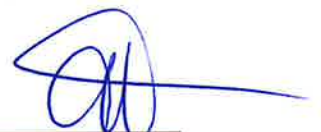
Carried

F. Bentley Municipal Library Board

Representative Pam Hansen

Motion 250/2023 Moved by Councillor Valiquette, "THAT Councillor Hansen be appointed as the only representative to the Bentley Municipal Library Board on behalf of Mayor and Council."

Carried



G. Parkland Regional Library Board

Representative Pam Hansen

Motion 251/2023 Moved by Councillor Valiquette, "THAT Councillor Hansen be appointed as the only representative to the Parkland Regional Library Board on behalf of Mayor and Council."

Carried

H. Central Alberta Economic Partnership (CAEP)

Primary Lenore Eastman
Alternate Greg Rathjen

Motion 252/2023 Moved by Councillor Hansen, "THAT Deputy Mayor Eastman be appointed as the primary representative, Mayor Rathjen be appointed as the alternate representative, and Merry Kuchle be appointed as the business representative to serve on Central Alberta Partnership on behalf of Mayor and Council."

Carried

I. Parkland Community Planning Services (PCPS)

Primary Greg Rathjen
Alternate Brenda Valiquette

Motion 253/2023 Moved by Councillor Hansen, "THAT Mayor Rathjen be appointed as the primary representative and Councillor Valiquette be appointed as the alternate representative to serve on Parkland Community Planning Services on behalf of Mayor and Council."

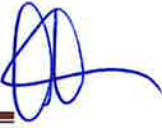
Carried

J. Parkland Airshed Management Zone Committee (PAMZ)

Primary Greg Rathjen
Alternate Dale Grimsdale

Motion 254/2023 Moved by Deputy Mayor Eastman, "THAT Councillor Grimsdale be appointed as the primary representative and Mayor Rathjen be appointed as the alternate representative to serve on the Parkland Airshed Management Zone Committee (PAMZ) on behalf of Mayor and Council."

Councillor Grimsdale refused the primary appointment due to scheduling conflicts, but indicated that he could be the alternate, Mayor Rathjen indicated he would serve on the committee as the primary if necessary..



Deputy Mayor Eastman withdrew **motion 254/2023** and issued a new motion as follows:

Motion 255/2023 Moved by Deputy Mayor Eastman, "THAT Mayor Rathjen be appointed as the primary representative, Councillor Grimsdale be appointed as the alternate representative. To serve on the Parkland Airshed Management Zone Committee (PAMZ) on behalf of Mayor and Council."

Carried

K. Red Deer River Watershed Alliance (RDRWA)

Primary	Brenda Valiquette
Alternate	Dale Grimsdale

Motion 256/2023 Moved by Councillor Hansen, "THAT Councillor Valiquette be appointed as the primary representative, Councillor Grimsdale be appointed as the alternate representative, to serve on the Red Deer River Watershed Alliance (RDRWA) on behalf of Mayor and Council."

Carried

L. Sylvan Lake & Area Urgent Care Community Advisory Committee

Motion 257/2023 Moved by Councillor Grimsdale, "THAT no member of council be appointed to the Sylvan Lake & Urgent Care Community Advisory Committee."

Carried

M. Municipal Planning Commission (MPC)

All Members of Council

Motion 258/2023 Moved by Councillor Hansen, "THAT all members of council continue to serve on the Municipal Planning Commission (MPC) in accordance with Bylaw 209/2019 Municipal Planning Commission Bylaw."

Carried



N. Director and Deputy Director of Emergency Management

Director: Julien Veuger
Deputy Director: Marc Fortais
Back up and alternate Deputy Director: Chris Loov

Motion 259/2023 Moved by Deputy Mayor Eastman, "THAT Julien Veuger be appointed as the Director of Emergency Management, Marc Fortais be appointed as the Deputy Director of Emergency Management and Chris Loov be appointed as the back up Deputy Director of Emergency Management for the Town of Bentley."

Carried

O. Bentley Emergency Management Advisory Committee

All Members of Council

Director: Julian Veuger
Deputy Director: Marc Fortais
Back up and alternate Deputy Director: Chris Loov

Motion 260/2023 Moved by Councillor Grimsdale, "THAT all members of council in addition to the Director and Deputy Director of Emergency Management, continue to serve on the Bentley Emergency Management Advisory Committee as per bylaw 147/2011 Bentley Emergency management Bylaw."

Carried

P. Bentley School Parent Advisory Council

Primary: Dale Grimsdale
Alternate: Greg Rathjen

Motion 261/2023 Moved by Councillor Valiquette, "THAT Councillor Grimsdale be appointed as the primary representative and Mayor Rathjen be appointed as the alternate representative to serve on the Bentley School Parent Advisory Council on behalf of Mayor and Council."

Carried



Q. Medicine Lodge Ski Hill

Representative 1 Greg Rathjen
Representative 2 Pam Hansen
CAO Marc Fortais

Motion 262/2023 Moved by Councillor Valiquette “THAT 2 members of council and the CAO be appointed as representatives to attend meetings hosted by the Medicine Lodge Ski Hill Board: AND

THAT, Mayor Rathjen and Councillor Hansen along with CAO Fortais, be appointed as those representatives on behalf of Mayor and Council.”

Carried

R. Town of Bentley/Lacombe County IDP and ICF Committee

Primary Greg Rathjen
Secondary Brenda Valiquette

Motion 263/2023 Moved by Councillor Grimsdale, “THAT Mayor Rathjen be appointed as the primary representative and Brenda Valiquette be appointed as the secondary representative to the Town of Bentley/Lacombe County IDP and ICF Committee on behalf of Mayor and Council.”

Carried

Appointment Auditor

Motion 264/2023 Moved by Deputy Mayor Eastman, “THAT RSM Chartered Accountants, be appointed as the Independent Auditor for the 2023 Fiscal Year End.”

Carried

Appointment Assessor

Motion 265/2023 Moved by Councillor Grimsdale, “THAT Wild Rose Assessment Services – Kevin Bohiken, be appointed as the assessor for the 2024 taxation year.”

Carried



Additional Considerations

Motion 266/2023 Moved by Councillor Hansen, "THAT Mayor Rathjen along with administration, reach out to Gull Lake Watershed Society to inquire about membership, meeting cost, number of meetings etc. and bring back the information to next council meeting on November 28, 2023, so that Mayor and Council can determine if they wish to become member."

Carried

Motion 267/2023 Moved by Councillor Hansen, "THAT administration be directed to reach out to Lacombe Tourism to inquire about representation on the board, number of meetings, time of day etc, and bring back to the next council meeting on November 28, 2023, so that Mayor and Council can determine if they wish for a member of council to serve on the board."

Carried

Canada Day – it was felt that administration should not be coordinating a Canada Day Event, and if the community wants one that the community should establish a working group or committee to organize and fundraise to host one. Although it was a good effort by administration to organize one in 2023, there was just no interest to continue to pursue it. No Motion was made.

Adjournment

Motion 268/2023 Moved by Councillor Valiquette, "THAT the organizational meeting of council on October 24, 2023, be adjourned at 9:00pm

Carried



Mayor Greg Rathjen



Marc Fertais