



**TOWN OF HINTON**  
**Organizational Meeting of Council**  
**October 24, 2017**  
**Council Chambers**

**PRESENT:** Mayor Marcel Michaels, Councillors Ryan Maguhn, Dewy Nelson, Albert Ostashek, JoAnn Race, Tyler Waugh

**ABSENT:** Councillor Trevor Haas

**ALSO PRESENT:** Stephane Labonne, Chief Administrative Officer; Denise Parent, Director of Corporate Services; Laura Howarth, Director of Community Services; Wendy Jones, Director of Planning & Development; Gordie Lee, Director of Infrastructure Services, Wendy Anderson, Executive Assistant

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**CALL TO ORDER**

Chief Administrative Officer Stephane Labonne called the 2017 Organizational Meeting of council to order at 4:00 p.m.

**ADMINISTRATION OF OATHS / AFFIRMATIONS OF OFFICE TO COUNCIL-ELECT**

The Chief Administrative Officer called upon Tim McClelland to administer the Oath of Office firstly to Mayor-Elect Marcel Michaels and then to the Councillors-Elect.

Mayor Michaels then assumed the Chair.

**AFFIRMATION OF CODE OF CONDUCT**

Mayor Michaels read the Council Members' Code of Conduct, as follows:

**Municipal Councillors shall:**

1. Not use their position to secure special privileges, favours, or exemptions for themselves, their relatives, or any other person, but shall at all times serve the public interest.
2. Discharge their powers, duties, and functions honourably, faithfully, and conscientiously.
3. Have respect for and endeavor to conduct all of the municipality's business in accordance with applicable legislation, legal requirements, bylaws, regulations, and policies.
4. Become familiar with any procedural bylaws or general policies applicable to council or councillors, and endeavor to become knowledgeable about legal and policy issues applicable to municipalities.
5. Respect the powers, duties, and functions of other councillors, administration, and employees.

  
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6. Treat fellow councillors, committee members, employees, and members of the public with respect, honesty, and fairness.
7. Declare any pecuniary interest when it is appropriate to do so.
8. Safeguard confidential information, including that of the municipality, council, and employees, and in that regard, respect the requirements of both the *Municipal Government Act*, R.S.A. 2000, c. M-26, and the *Freedom of Information and Protection of Privacy Act*, R.S.A. 2000, c. F-25.

**OSTASHEK - That Council adopts and affirms the Town of Hinton Code of Conduct as presented.**

**CARRIED**

### **ADOPTION OF AGENDA**

**MAGUHN - That the Agenda for the Organizational Meeting of Council of October 24, 2017 be adopted as presented.**

**CARRIED**

### **ACTION ITEMS**

***Refer to the Organizational Meeting of Council Agenda package for [October 24, 2017](#) for detailed background information on these decisions.***

#### **1. 2017 – 2018 Council Meeting Schedule**

**NELSON – That Council adopts the 2017 – 2018 Meetings of Council as presented in Attachment #1.**

**CARRIED**

**OSTASHEK - That Council change the meeting time for Regular Council meetings and Standing Committee meetings from 4:00 p.m. to 5:00 p.m. effective November 7, 2017 until December 31, 2017.**

**CARRIED**

#### **2. 2017 – 2018 Deputy Mayor Terms**

**RACE – That Council adopts the 2017 – 2021 Deputy Mayor Terms as presented in Attachment #2.**

**CARRIED**

#### **3. Council Representation on Boards & Committees**

**MAGUHN - That Council approves the 2017 – 2018 Council Representation on Boards and Committees as presented in Attachment #3.**

**CARRIED**

  
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**4. Annual Organizational Meeting of Council**

**WAUGH – That the 2018 Organizational Meeting of Council be held on Tuesday, October 23, 2018\*.**

**CARRIED**

\*Following the meeting it was determined that October 24, 2017 was incorrect; the correct date is reflected in the motion.

**ADJOURNMENT**

**OSTASHEK - That the Organizational Meeting of Council adjourn.**

**CARRIED**

The time was 4:25 p.m.

  
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Mayor

  
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Director of Corporate Services



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