

TOWN OF ONOWAY
ORGANIZATIONAL MEETING MINUTES
THURSDAY, OCTOBER 27, 2022
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE AND ZOOM

	PRESENT	<p>Councillor: Bridgitte Coninx Councillor: Lisa Johnson Councillor: Lenard Kwasny Councillor: Robin Murray Councillor: Robert Winterford</p> <p>Administration: Jennifer Thompson, Chief Administrative Officer Gino Damo, Director of Corporate and Community Services Debbie Giroux, Recording Secretary</p> <p>7 members of the public were in-person attendance and 8 members of the public joined the meeting via Zoom.</p>
1.	CALL TO ORDER	Chief Administrative Officer Jennifer Thompson called the meeting to order at 9:30 a.m.
2.	COUNCILS LEGISLATIVE RESPONSIBILITIES Motion #368/22	<p>MOVED by Councillor Lisa Johnson that pursuant to Section 208(1)(d) of the Municipal Government Act outlining Council's legislative responsibilities, the following documents were received by all of Council: Roles and Responsibilities of Municipal Officials; Pecuniary Interest for Municipal Councillors; What Every Councillor Needs to Know; Council Code of Conduct Bylaw 791-21; Council and Committee Procedure Bylaw 792-21 (as well as the copy of the Municipal Government Act already provided to Council in 2021).</p> <p style="text-align: right;">CARRIED</p>
4.	AGENDA Motion #369/22	<p>MOVED by Councillor Robin Murray that Council adopt the agenda of the Organizational Meeting of Thursday, October 27, 2022.</p> <p style="text-align: right;">CARRIED</p>
5.	METHOD OF VOTING Motion #370/22	<p>MOVED by Councillor Robert Winterford that all voting during the Organizational Meeting be done by secret ballot, and in the case of a tie vote, the lowest vote count will be eliminated from the next round of voting and all ballots be destroyed after the count is completed.</p> <p style="text-align: right;">CARRIED</p>
6.	NOMINATIONS FOR MAYOR	<p>Chief Administrative Officer Jennifer Thompson called for nominations for the position of Mayor. Councillor Robert Winterford nominated Councillor Bridgitte Coninx for the position of Mayor. Councillor Bridgitte Coninx accepted the nomination.</p>

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	<p style="text-align: center;">Motion #371/22</p>	<p>Chief Administrative Officer Jennifer Thompson called for nominations for the position of Mayor for the second time.</p> <p>Councillor Lisa Johnson nominated Councillor Lenard Kwasny for the position of Mayor.</p> <p>Councillor Lenard Kwasny accepted the nomination.</p> <p>Chief Administrative Officer Jennifer Thompson called for nominations for the position of Mayor for the third time.</p> <p>MOVED by Councillor Bridgitte Coninx that nominations for Mayor cease.</p> <p style="text-align: right;">CARRIED</p> <p>A secret ballot vote was held and Chief Administrative Officer Jennifer Thompson declared Councillor Lenard Kwasny elected as Mayor for the Town of Onoway in a vote of 3-2.</p> <p>Terry Slemko, Notary Public, administered the Oath of Office to Mayor Lenard Kwasny.</p> <p>Mayor Lenard Kwasny assumed the Chair.</p>
<p style="text-align: center;">7.</p>	<p style="text-align: center;">NOMINATIONS FOR DEPUTY MAYOR</p> <p style="text-align: center;">Motion #372/22</p>	<p>Mayor Lenard Kwasny called for nominations for the position of Deputy Mayor.</p> <p>Councillor Robin Murray nominated Councillor Lisa Johnson for the position of Deputy Mayor.</p> <p>Councillor Lisa Johnson accepted the nomination.</p> <p>Mayor Lenard Kwasny called for nominations for the position of Deputy Mayor for the second time.</p> <p>Mayor Lenard Kwasny called for nominations for the position of Deputy Mayor for the third time.</p> <p>MOVED by Councillor Robin Murray that nominations for Deputy Mayor cease.</p> <p style="text-align: right;">CARRIED</p> <p>Mayor Lenard Kwasny declared Councillor Lisa Johnson elected as Deputy Mayor for the Town of Onoway.</p> <p>Terry Slemko, Notary Public, administered the Oath of Office to Deputy Mayor Lisa Johnson.</p>

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8.	<p>COUNCILLOR COMMITTEE APPOINTMENTS Motion #373/22</p>	<p>Appointments to Quasi-Judicial Boards</p> <p>MOVED by Deputy Mayor Lisa Johnson that the appointments to the quasi-judicial boards (Assessment Review Board and the Subdivision and Development Appeal Board) be as follows:</p> <p>As per contract with Capital Region Assessment Services Corporation, appoint Board members Darlene Chartrand, Tina Groszko, Stewart Hennig, Richard Knowles and Raymond Ralph. Appoint Certified ARB Clerk Gerryl Amarin; ARB Chairman Raymond Ralph and</p> <p>As per agreement with Milestone Municipal Services, appoint Board Members Jamie Kralej, John McIvor, Denis Meier, John Roznicki, Jason Shewchuk, Gerald Stark, Rainbow Williams and Chris Zaplotinsky. Appoint Designated Officers (Clerks) Emily House and Cathy McCartney.</p> <p style="text-align: right;">CARRIED</p> <p>Appointments to Statutory Committees</p> <p>Motion #374/22 MOVED by Councillor Robin Murray that Council approve the appointments to the Statutory Committees as follows:</p> <ul style="list-style-type: none"> - Municipal Planning Commission (Council as a Whole) - Subdivision Authority (Council as a Whole) <p style="text-align: right;">CARRIED</p> <p>Appointments to Regional Service Commissions</p> <p>Capital Region Assessment Services Commission - Councillor Robin Murray as Council's representative and Councillor Robert Winterford as alternate.</p> <p>Councillor Robert Winterford requested that votes going forward in the meeting be held by recorded votes, rather than secret ballot.</p> <p>Highway 43 East Waste Commission - both Mayor Kwasny and Councillor Robert Winterford let their names stand for the Highway 43 East Waste Commission. As per Section 185 of the Municipal Government Act, a recorded vote was conducted for Councillor Robert Winterford to be Council's representative for this Commission.</p> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center; vertical-align: top;"> <p>FOR</p> <p>Councillor Bridgitte Coninx Councillor Robert Winterford</p> </td> <td style="text-align: center; vertical-align: top;"> <p>AGAINST</p> <p>Mayor Lenard Kwasny Deputy Mayor Lisa Johnson Councillor Robin Murray</p> </td> </tr> </table> <p style="text-align: right;">DEFEATED</p>	<p>FOR</p> <p>Councillor Bridgitte Coninx Councillor Robert Winterford</p>	<p>AGAINST</p> <p>Mayor Lenard Kwasny Deputy Mayor Lisa Johnson Councillor Robin Murray</p>
<p>FOR</p> <p>Councillor Bridgitte Coninx Councillor Robert Winterford</p>	<p>AGAINST</p> <p>Mayor Lenard Kwasny Deputy Mayor Lisa Johnson Councillor Robin Murray</p>			

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		<p>Mayor Lenard Kwasny is the representative and Councillor Robert Winterford is the alternate on the Highway 43 East Waste Commission.</p> <p>West Inter Lake District (WILD) Regional Water Services Commission - both Councillor Bridgitte Coninx and Councillor Robin Murray let their names stand as the WILD Water Commission representative. As per Section 185 of the Municipal Government Act, Council held a recorded vote for Councillor Bridgitte Coninx to remain as the representative.</p> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center; width: 50%;">FOR</td> <td style="text-align: center; width: 50%;">AGAINST</td> </tr> <tr> <td style="text-align: center;">Councillor Bridgitte Coninx Councillor Robert Winterford</td> <td style="text-align: center;">Mayor Lenard Kwasny Deputy Mayor Lisa Johnson Councillor Robin Murray</td> </tr> </table> <p style="text-align: right;">DEFEATED</p> <p>Councillor Robin Murray is the representative on the WILD Water Commission.</p> <p>Both Deputy Mayor Lisa Johnson and Councillor Robert Winterford let their names stand for alternate for the WILD Water Commission. As per Section 185 of the Municipal Government Act, Council held a recorded vote for Councillor Winterford to be the alternate.</p> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center; width: 50%;">FOR</td> <td style="text-align: center; width: 50%;">AGAINST</td> </tr> <tr> <td style="text-align: center;">Councillor Bridgitte Coninx Councillor Robert Winterford</td> <td style="text-align: center;">Mayor Lenard Kwasny Deputy Mayor Lisa Johnson Councillor Robin Murray</td> </tr> </table> <p style="text-align: right;">DEFEATED</p> <p>Deputy Mayor Lisa Johnson is the alternate on the WILD Water Commission.</p> <p>Motion #375/22 MOVED by Councillor Bridgitte Coninx that the appointments to the regional service commissions be as follows:</p> <p>Capital Region Assessment Services Commission – Councillor Robin Murray as representative and Councillor Robert Winterford as alternate</p> <p>Highway 43 East Waste Commission – Mayor Lenard Kwasny as representative and Councillor Robert Winterford as alternate</p> <p>West Inter Lake District (WILD) Regional Water Services – Councillor Robin Murray as representative and Deputy Mayor Lisa Johnson as alternate.</p> <p style="text-align: right;">CARRIED</p>	FOR	AGAINST	Councillor Bridgitte Coninx Councillor Robert Winterford	Mayor Lenard Kwasny Deputy Mayor Lisa Johnson Councillor Robin Murray	FOR	AGAINST	Councillor Bridgitte Coninx Councillor Robert Winterford	Mayor Lenard Kwasny Deputy Mayor Lisa Johnson Councillor Robin Murray
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Appointments to Regional Boards

East End Bus Society - both Councillor Robin Murray and Councillor Robert Winterford let their names stand for the East End Bus Society representative. As per Section 185 of the Municipal Government Act, Council held a recorded vote for Councillor Winterford to remain as the Council representative.

FOR
 Councillor Bridgitte Coninx
 Councillor Robert Winterford

AGAINST
 Mayor Lenard Kwasny
 Deputy Mayor Lisa Johnson
 Councillor Robin Murray

DEFEATED

Councillor Robin Murray was declared Council's representative on the East End Bus Society.

Both Deputy Mayor Lisa Johnson and Councillor Robert Winterford let their names stand for the alternate representative for the East End Bus Society. As per Section 185 of the Municipal Government Act, Council held a recorded vote for Deputy Mayor Lisa Johnson to be the alternate representative.

FOR
 Mayor Lenard Kwasny
 Deputy Mayor Lisa Johnson
 Councillor Robin Murray

AGAINST
 Councillor Bridgitte Coninx
 Councillor Robert Winterford

CARRIED

Deputy Mayor Lisa Johnson was declared Council's alternate on the East End Bus Society

Yellowhead East Community Futures - Councillor Robin Murray as representative and Deputy Mayor Lisa Johnson as alternate

Lac Ste. Anne Foundation - Mayor Lenard Kwasny as representative

Yellowhead Regional Library Board - Councillor Robert Winterford as representative

Economic Development Committee/Partnership Committee - Councillor Bridgitte Coninx and Councillor Robert Winterford as representatives and Councillor Robin Murray as alternate

Community Policing Advisory Committee (CPAC) – Deputy Mayor Lisa Johnson as representative and Councillor Robin Murray as alternate

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		<p>Onoway Regional Medical Clinic / Physician Recruitment Retention Committee – Councillor Robert Winterford as representative and Councillor Bridgitte Coninx as alternate</p> <p>North Saskatchewan Watershed Alliance – Councillor Bridgitte Coninx as representative; Craig Rudderham to the Technical Committee</p> <p>Onoway Regional Fire Services – both Mayor Lenard Kwasny and Councillor Bridgitte Coninx let their names stand for the Onoway Regional Fire Services representative. As per Section 185 of the Municipal Government Act, Council held a recorded vote for Mayor Kwasny to remain as the representative.</p> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">FOR</td> <td style="text-align: center;">AGAINST</td> </tr> <tr> <td>Mayor Lenard Kwasny</td> <td>Councillor Bridgitte Coninx</td> </tr> <tr> <td>Deputy Mayor Lisa Johnson</td> <td>Councillor Robert Winterford</td> </tr> <tr> <td>Councillor Robin Murray</td> <td></td> </tr> </table> <p style="text-align: right;">CARRIED</p> <p>Mayor Lenard Kwasny is the representative. Deputy Mayor Lisa Johnson is the alternate.</p> <p>Emergency Management/ Disaster Services Committee - Deputy Mayor Lisa Johnson and Councillor Bridgitte Coninx as representatives</p> <p>Revenue and Cost Sharing Study Committee – both Deputy Mayor Lisa Johnson and Councillor Robert Winterford let their names stand for representative. As per Section 185 of the Municipal Government Act, Council held a recorded vote for Councillor Winterford to remain as the representative.</p> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">FOR</td> <td style="text-align: center;">OPPOSED</td> </tr> <tr> <td>Councillor Bridgitte Coninx</td> <td>Mayor Lenard Kwasny</td> </tr> <tr> <td>Councillor Robert Winterford</td> <td>Deputy Mayor Lisa Johnson</td> </tr> <tr> <td></td> <td>Councillor Robin Murray</td> </tr> </table> <p style="text-align: right;">DEFEATED</p> <p>Deputy Mayor Lisa Johnson is the representative and Councillor Bridgitte Coninx is the alternate.</p> <p>Motion #376/22 MOVED by Mayor Lenard Kwasny that Council approve the appointments to the Regional Boards as follows and requested a recorded vote, as per Section 185 of the Municipal Government Act:</p> <p>East End Bus Society – Councillor Robin Murray as representative and Deputy Mayor Lisa Johnson as alternate</p>	FOR	AGAINST	Mayor Lenard Kwasny	Councillor Bridgitte Coninx	Deputy Mayor Lisa Johnson	Councillor Robert Winterford	Councillor Robin Murray		FOR	OPPOSED	Councillor Bridgitte Coninx	Mayor Lenard Kwasny	Councillor Robert Winterford	Deputy Mayor Lisa Johnson		Councillor Robin Murray
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		<p>Yellowhead East Community Futures - Councillor Robin Murray as representative and Deputy Mayor Lisa Johnson as alternate</p> <p>Lac Ste. Anne Foundation - Mayor Lenard Kwasny as representative</p> <p>Yellowhead Regional Library Board - Councillor Robert Winterford as representative</p> <p>Economic Development Committee/Partnership Committee - Councillor Bridgitte Coninx and Councillor Robert Winterford as representatives and Councillor Robin Murray as alternate</p> <p>Community Policing Advisory Committee (CPAC) – Deputy Mayor Lisa Johnson as representative and Councillor Robin Murray as alternate</p> <p>Onoway Regional Medical Clinic / Physician Recruitment Retention Committee – Councillor Robert Winterford as representative and Councillor Bridgitte Coninx as alternate</p> <p>North Saskatchewan Watershed Alliance – Councillor Bridgitte Coninx as representative; Craig Rudderham to the Technical Committee</p> <p>Onoway Regional Fire Services – Mayor Lenard Kwasny as representative and Deputy Mayor Lisa Johnson as alternate.</p> <p>Emergency Management/ Disaster Services Committee - Deputy Mayor Lisa Johnson and Councillor Bridgitte Coninx as representatives</p> <p>Revenue and Cost Sharing Study Committee - Deputy Mayor Lisa Johnson is the representative and Councillor Bridgitte Coninx is the alternate</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"> <p>FOR THE MOTION</p> <p>Mayor Lenard Kwasny</p> <p>Deputy Mayor Lisa Johnson</p> <p>Councillor Robin Murray</p> </td> <td style="width: 50%; border: none;"> <p>AGAINST THE MOTION</p> <p>Councillor Bridgitte Coninx</p> <p>Councillor Robert Winterford</p> </td> </tr> </table> <p style="text-align: right;">CARRIED</p> <p>Appointments to Local Boards</p> <p>Motion #377/22 MOVED by Deputy Mayor Lisa Johnson that Council approve the appointments to Local Boards as follows:</p> <p>Town of Onoway Library Board - Deputy Mayor Lisa Johnson and Councillor Bridgitte Coninx as representatives</p> <p>Region 1 Recreation and FCSS Board – Council as a whole</p>	<p>FOR THE MOTION</p> <p>Mayor Lenard Kwasny</p> <p>Deputy Mayor Lisa Johnson</p> <p>Councillor Robin Murray</p>	<p>AGAINST THE MOTION</p> <p>Councillor Bridgitte Coninx</p> <p>Councillor Robert Winterford</p>
<p>FOR THE MOTION</p> <p>Mayor Lenard Kwasny</p> <p>Deputy Mayor Lisa Johnson</p> <p>Councillor Robin Murray</p>	<p>AGAINST THE MOTION</p> <p>Councillor Bridgitte Coninx</p> <p>Councillor Robert Winterford</p>			

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Onoway and District Chamber of Commerce - Councillor Robert Winterford as representative and Deputy Mayor Lisa Johnson as alternate

Onoway Beautification Committee – Council as a whole

Onoway and District Agricultural Society (ODAS) - (Arena) - Councillor Bridgitte Coninx as representative and Councillor Robert Winterford as alternate

Onoway Facility Enhancement Association (OFEA) – Community Hall – Councillor Robin Murray as representative and Deputy Mayor Lisa Johnson as alternate

Onoway and District Historical Guild - Deputy Mayor Lisa Johnson as representative and Councillor Robin Murray as alternate

Regional Wastewater Line Committee - Mayor Lenard Kwasny as representative and Deputy Mayor Lisa Johnson as alternate

Onoway Ball Diamonds Committee - Councillor Bridgitte Coninx and Councillor Robert Winterford as representatives, Gino Damo and Craig Rudderham to attend

Regional Trail Committee – Councillor Bridgitte Coninx and Councillor Robert Winterford as representatives

Onoway Centennial Committee – Councillor Robin Murray as representative; Councillor Bridgitte Coninx as alternate

Onoway Economic Development and Tourism Committee – Mayor Lenard Kwasny and Councillor Robert Winterford as representatives

CARRIED

Council recessed from 10:35 a.m. until 10:40 a.m.
One member of the public left during the recess.

Miscellaneous Council Appointments

Motion #378/22

MOVED by Councillor Robin Murray that Council approve Miscellaneous Council appointments as follows:

Inter Municipal Development Plan Negotiating Committee - Councillor Robert Winterford as representative and Councillor Bridgitte Coninx as alternate

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		<p>Highway 43 Functional Planning Study – Technical Review Committee - Councillor Bridgitte Coninx as representative and Deputy Mayor Lisa Johnson as alternate</p> <p>Onoway Interagency Committee - Councillor Robert Winterford as representative and Deputy Mayor Lisa Johnson as alternate</p> <p style="text-align: right;">CARRIED</p>
9.	<p style="text-align: center;">FINANCIAL CONFIRMATION Motion #379/22</p>	<p>MOVED by Councillor Bridgitte Coninx that the Financial Confirmation be as follows, as presented:</p> <p>Signing Authority</p> <ul style="list-style-type: none"> - all of Council, Chief Administrative Officer, Director of Corporate and Community Services and Municipal Clerk - 2 signatures required - 1 signature to be any member of Council - 1 signature to be one of either: Chief Administrative Officer Jennifer Thompson, Director of Corporate and Community Services Gino Damo or Municipal Clerk Penny Frizzell <p>Banking Authority ATB Financial</p> <p style="text-align: right;">CARRIED</p>
10.	<p style="text-align: center;">APPOINTMENT OF AUDITOR Motion #380/22</p>	<p>MOVED by Councillor Robert Winterford that the Auditor appointment be confirmed as Metrix Group for the Town of Onoway for the 2022 Audit year.</p> <p style="text-align: right;">CARRIED</p>
11.	<p style="text-align: center;">APPOINTMENT OF ASSESSOR Motion #381/22</p>	<p>MOVED by Councillor Bridgitte Coninx that the Town's Assessment Firm appointment be confirmed as Capital Region Assessment Services Commission, and the Assessor appointment for the Town of Onoway be confirmed as Grant Clarke of KCL Consulting Inc.</p> <p style="text-align: right;">CARRIED</p>
12.	<p style="text-align: center;">APPOINTMENT OF WEED INSPECTOR Motion #382/22</p>	<p>MOVED by Councillor Bridgitte Coninx that the Weed Inspector appointment be confirmed as Jackie Gamblin.</p> <p style="text-align: right;">CARRIED</p>

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13.	CHIEF ADMINISTRATIVE OFFICER Motion #383/22	MOVED by Deputy Mayor Lisa Johnson that the Chief Administrative Officer appointment be confirmed as Jennifer Thompson. CARRIED
14.	DEVELOPMENT OFFICER Motion #384/22	MOVED by Councillor Robert Winterford that the Development Officer appointment be confirmed as Tony Sonnleitner. CARRIED
15.	INTEGRITY COMMISSIONER Motion #385/22	MOVED by Councillor Bridgitte Coninx that the Investigator appointment be tabled to a future Council meeting. CARRIED
16.	SOLICITOR CONFIRMATION Motion #386/22	MOVED by Deputy Mayor Lisa Johnson that Patriot Law Group Onoway and Brownlee LLP Edmonton both be confirmed as Solicitors for the Town of Onoway. CARRIED
17.	MUNICIPAL PLANNING COMMISSION Motion #387/22	MOVED by Deputy Mayor Lisa Johnson that the Municipal Planning Commission be confirmed as All of Council. CARRIED
18.	FOIP COORDINATOR CONFIRMATION Motion #388/22	MOVED by Councillor Bridgitte Coninx that the Freedom of Information and Protection of Privacy (FOIP) Coordinator be confirmed as the Director of Corporate and Community Services. CARRIED
19.	COMMUNITY PEACE OFFICER Motion #389/22	MOVED by Councillor Bridgitte Coninx that, as per the CPO Agreement with Lac Ste. Anne County for Community Policing, services to be provided by Community Peace Officer Dallas CHOMA (Enforcement Services Manager), Craig DOW (Community Peace Officer 1), Dustin Jendrick (Community Peace Officer 1), Denzel NOLET (Community Peace Officer 1) and Andrew STEWART (Community Peace Officer 1). CARRIED

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20.	FIRE CHIEF Motion #390/22	MOVED by Councillor Bridgitte Coninx that the Fire Chief appointment be confirmed as Chief Dave Ives, as per the agreement with North West Fire and Rescue. CARRIED
21.	MEETING DATES / TIMES/ LOCATIONS Motion #391/22	MOVED by Councillor Robin Murray that Council meetings be scheduled as follows: 2nd and 4th Thursday of the month at 9:30 a.m. at the Town of Onoway Civic Centre, Council Chambers. CARRIED
22.	MUNICIPAL OFFICE LOCATION Motion #392/22	MOVED by Deputy Mayor Lisa Johnson that the Municipal Office location for the Town of Onoway be confirmed as: Onoway Civic Centre - 4812-51 Street, within the Town of Onoway CARRIED
23.	REQUIREMENT FOR ADVERTISING OF MEETINGS Motion #393/22	MOVED by Councillor Bridgitte Coninx that Council meetings continue to be advertised in Onowaves and on the Town of Onoway website. CARRIED
24.	COUNCIL EXPENSE CLAIMS Motion #394/22 Motion #395/22	MOVED by Deputy Mayor Lisa Johnson that Council reimbursement Policy C-COU-REM 1 be reviewed by Council during budget deliberations. CARRIED MOVED by Councillor Bridgitte Coninx that any changes made to Councillors last 3 expense claims (July, August and September) be withdrawn and that discussions be held with individual Councillors in the event their claims require further review. CARRIED

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25.	ADJOURNMENT	As all matters on the agenda have been addressed, Mayor Lenard Kwasny declared the meeting adjourned at 11:20 a.m.
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Signed by Mayor Lenard Kwasny

Signed by Debbie Giroux
Recording Secretary