

MINUTES OF THE ORGANIZATIONAL MEETING OF THE FOREMOST VILLAGE  
COUNCIL HELD IN THE COUNCIL CHAMBERS ON MONDAY, THE 30TH DAY OF OCTOBER, A.D.,  
2025 AT 7:00 P.M.

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**PRESENT:** Mrs. Kerri Buis, Mr. Bruce Hillis, Mr. Mel Karl, Mr. Josh Kultgen and Mr. Larry Robinson,

**Also Present:** Kassidy Millington, Commissioner for Oaths and Marilynn Hirsche, CAO

**ACTION ITEMS**

- 1. **NOTICE OF MEETING:** Notice of Meeting, stating date, time, place and purpose of meeting was duly delivered on October 24, 2025 and duly posted September 16, 2025.
- 2. **CALL TO ORDER:** CAO, Marilynn Hirsche called the meeting to order and explained that the purpose of the meeting would be to deal with the reorganization of the Foremost Village Council.
- 3. **RE-ORGANIZATION:** Reference was made to the minutes of the Organizational Meeting of Tuesday, October 15, 2024, wherein the term of office of the Mayor, Deputy-Mayor and Committee Appointments were specified for a one-year term.

**OATH OF OFFICE:** Each Councillor duly subscribed to the Oath of Office in the presence of Kassidy Millington, Commissioner of Oaths. The Official Oaths of Office are attached hereto and form a part of these minutes.

- 4. **ELECTION OF MAYOR:** The CAO declared the meeting open for the election of Mayor for a one year term.

Councillor Kultgen nominated Councillor Karl as Mayor for a one year term.

Councillor Buis nominated Councillor Robinson as Mayor for a one year term.

**VOTE HELD FOR OFFICE OF MAYOR:**

A vote was conducted by ballot, with the results as follows:

Councillor Mel Karl	2 votes
Councillor Larry Robinson	3 votes

Based on the results of this vote, Councillor Robinson was declared elected as Mayor for a one-year term.

Mayor Robinson duly swore to the Official Oath of Office for Mayor in the presence of Kassidy Millington, Commission for Oaths. The official Oath of Office is attached hereto and forms a part of these minutes.

- 5. **ELECTION OF DEPUTY-MAYOR:** Mayor Robinson declared the meeting open for the election of Deputy-Mayor for a term of one year.

Councillor Hillis nominated Councillor Karl as Deputy-Mayor for a one year term.

Since no other nominations were received, Councillor Karl was declared elected as Deputy-Mayor for a one year term.

Councillor Karl duly swore to the Official Oath of Office for Deputy-Mayor in the presence of Kassidy Millington, Commissioner of Oaths. The official Oath of Office is attached hereto and forms a part of these minutes.

**Kassidy Millington left the meeting at 7:20 p.m.**

- 165/25 6. **COMMITTEE APPOINTMENTS:** Moved that the following appointments be ratified for a term of one year:

1. AIRPORT COMMISSION	Karl; Kultgen; Citizens-at-Large: Jon Prins, Ken Kultgen, Darren Ross
2. FIRE AND AMBULANCE	Buis
3. EMERGENCY MANAGEMENT	Buis, Kultgen, Robinson
4. MUNICIPAL LIBRARY BOARD	Hillis
5. FAMILY & COMMUNITY SUPPORT SERVICES	Hillis, Citizen-at-Large: Kortney Klatt
6. PLEASANT VIEW LODGE	Hillis; Citizen-at-Large: Tyson Ormann
7. COMPLEX COMMITTEE	Kultgen; Alternate: Karl
8. MUNICIPAL PLANNING COMMISSION	Buis, Karl; Citizen-at-Large: Bill Rogers (3 years term: 2025 – 2028)

9. FOREMOST HOUSING AUTHORITY	Hillis; Citizens-at-Large: Joyce Harty, Deb Hollingsworth, Corinna Roth-Beacome, Tyson Ormann
10. JOINT COUNCIL LIAISON	Buis, Hillis, Kultgen, Robinson, Karl
11. FOREMOST & DISTRICT CHAMBER OF COMMERCE	Hillis, Karl
12. SOUTH FORTY WASTE SERVICES COMM	Hillis, Robinson
13. PALLISER ECONOMIC PARTNERSHIP	Robinson; Alternate: Karl
14. SHORTGRASS LIBRARY SYSTEM	Hillis
15. FOREMOST ECONOMIC DEVELOPMENT ADVISORY COMMITTEE	Buis, Kultgen, Hillis, Robinson, Karl Citizens-at-Large: Vacant
16. FOREMOST COMMUNITY HALL BOARD	Hillis
17. BOW ISLAND & AREA HEALTH CARE RECRUITMENT COMMITTEE	Karl; CAO
18. FORTY MILE PARK FOUNDATION	Kultgen, Alternate: Karl
19. FOREMOST UAS RANGE BOARD	Kultgen, Karl; Citizen-at-Large: Ken Kultgen, UXS Consulting Rep, Doug Hanna
20. SOUTHGROW REG. ECONOMIC DEV.	Kultgen
21. SUBDIVISION & DEVELOPMENT APPEAL	N/A (Bow Island)
22. WATER COMMITTEE	Buis, Hillis, Kultgen, Robinson, Karl
23. JOINT HOUSING STEERING COMMITTEE	Buis
24. REGIONAL EMERGENCY ADVISORY COMMITTEE	Karl, Kultgen
25. S.E. AB ECONOMIC OPPORTUNITY STRATEGY	Robinson, Alternate: Buis
26. S.E. AB REG EC DEV ADVOCACY COMMITTEE	Kultgen

...carried.

- 166/257. **BANKING RESOLUTION:** Moved that the Village of Foremost continue to do its banking in the local branch of the Alberta Treasury Branches, and that the usual banking resolution forms be approved, executed and a copy filed in the minute book...carried.
- 167/258. **DATE, TIME AND PLACE OF MEETINGS:** Moved that the Foremost Village Council Meetings be held regularly at 7:00 p.m. on the third Tuesday of each month in the Village of Foremost Council Chambers...carried.
- 168/259. **MONTHLY ACCOUNTS OF ROUTINE NATURE/CHEQUE SIGNING AUTHORITY:**  
Moved that the CAO, the Mayor, or in his absence, the Deputy-Mayor, and in the absence of the Mayor and Deputy Mayor, Councillor Hillis be signing authorities and that they be authorized to pay regular salaries, utility accounts, telephone bills, water deposit refunds, postage, payroll deductions, Education-Hospital-Pleasant View Lodge requisitions, as and when they become due...carried.
- 169/2510. **COUNCILLOR FEES AND MILEAGE:** Moved that the per diem rate be set as follows:  
  
    **Mayor:** \$250.00 per month, plus:  
    \$100.00 per meeting for Council and Committee Meetings  
    where minutes are taken (unless paid by the Board)  
  
    **Councillors:** \$200.00 per month, plus:  
    \$100.00 per meeting for Council and Committee Meetings  
    where minutes are taken (unless paid by the Board)  
    ...carried.
- 170/25Moved that subsistence rates be paid to Mayor, Councillors, and Employees as listed below:
  - \$0.65 per kilometer - vehicle expense rate
  - Registration Fees
  - Out of pocket expenses, as per receipted expense...carried.

11. ATTACHED PERTINENT INFORMATION:

- BY-LAW NO. 733/25: COUNCIL PROCEDURAL BY-LAW (COUNCILLORS TO REVIEW YEARLY)
- MUNICIPAL GOVERNMENT ACT (Already provided at the Training Session)
- PREVIOUSLY PROVIDED BY EMAIL: Core Village of Foremost Policies, By-Law’s and Miscellaneous Information
  
- REMINDER: ELECTED OFFICIALS MANDITORY EMERGENCY MANAGEMENT COURSE: JANUARY 13, 2026, COUNTY OF FORTY MILE OFFICE, ALL DAY (ALL COUNCILLORS MUST TAKE THIS COURSE)

171/25    12. ADJOURNMENT: The meeting adjourned at 8:00 p.m. on motion ...carried.

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MAYOR

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CAO