



**RAY BRYANT  
MAYOR**

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**FORWARDED: July 30, 2012**

**AGENDA**

**SPECIAL MEETING OF THE COUNCIL OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, TO BE HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON MONDAY, JULY 30, 2012 AT 7:00 PM**

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	<b><u>MOTION</u></b>
<b><u>ITEM NO. 1. CALL TO ORDER</u></b>	
<b><u>ITEM NO. 2. ADOPTION OF THE AGENDA</u></b>	<b>X</b>
<b><u>ITEM NO. 3. CLOSED SESSION</u></b> Legal	<b>X</b>
<b><u>ITEM NO. 4. OPEN SESSION</u></b>	<b>X</b>
<b><u>ITEM NO. 5. ACTION ITEM</u></b>	
A) RFD Appointment of the new Chief Administrative Officer (CAO) for the Town of Taber	<b>X</b>
B) RFD Chief Administrative Officer (CAO) Employment Agreement Execution on behalf of the Town of Taber	<b>X</b>
<b><u>ITEM NO. 6. CLOSE OF MEETING</u></b>	<b>X</b>



Agenda Item No. 5. A)

TOWN OF TABER
COUNCIL REQUEST FOR DECISION

Form containing fields for Subject, Date of Agenda, Prepared By, Attachments, Topic, Background, Options, Recommendation, Approval Date, and Interim CAO.

Subject: Appointment of the new Chief Administrative Officer (CAO) for the Town of Taber

Date of July 30, 2012
Agenda:

Prepared By: Kerry Van Ham, Council & CAO Assistant

Attachments: None

Topic: Appointment of the new Chief Administrative Officer (CAO) for the Town of Taber

Background:

In accordance with the Municipal Government Act, Section 205 (2), every council must appoint one or more persons to carry out the powers, duties and functions of the position of chief administrative officer.

In addition to the MGA, the Town of Taber Bylaw A-360 states that Council shall appoint a person to the office of the chief administrative officer by resolution of Council.

Options:

- 1. That Council appoints \_\_\_\_\_ as the Chief Administrative Officer (CAO) for the Town of Taber, commencing \_\_\_\_\_, 2012.
2. That Council does not appoint a new Chief Administrative Officer (CAO) for the Town of Taber, at this time.

Recommendation: Option #1 - That Council appoints \_\_\_\_\_ as the Chief Administrative Officer (CAO) for the Town of Taber, commencing \_\_\_\_\_, 2012.

Approval Date:

July 30, 2012

Interim CAO:

Dal Cullen



**TOWN OF TABER**  
**COUNCIL REQUEST FOR DECISION**

<b>Subject:</b> Chief Administrative Officer (CAO) Employment Agreement Execution on behalf of the Town of Taber		<b>Date of</b> July 30, 2012 <b>Agenda:</b>	
<b>Prepared By:</b> Kerry Van Ham, Council & CAO Assistant			
<b>Attachments:</b> None			
<b>Topic:</b> Chief Administrative Officer (CAO) Employment Agreement Execution on behalf of the Town of Taber			
<b>Background:</b>	In accordance with the <i>Municipal Government Act</i> , Section 213 (4), agreements and cheques and other negotiable instruments must be signed or authorized by the chief elected official or by another person authorized by council to sign them.		
	It is prudent that council designates and authorizes the mayor and deputy mayor to sign the Chief Administrative Officer (CAO) Employment Agreement on behalf of the Town of Taber.		
<b>Options:</b>	1. That Council authorizes Mayor Bryant and Councillor Bekkering, as the Deputy Mayor, to execute the Employment Agreement for the new Chief Administrative Officer (CAO) for the Town of Taber.		
<b>Recommendation:</b> Option #1 – That Council authorizes Mayor Bryant and Councillor Bekkering, as the Deputy Mayor to execute the Employment Agreement for the new Chief Administrative Officer (CAO) for the Town of Taber.			
<b>Approval Date:</b>	July 30, 2012	<b>Interim CAO:</b>	