

SUMMER VILLAGE OF SUNRISE BEACH
 MINUTES OF THE ORGANIZATIONAL MEETING
 TUESDAY, AUGUST 24TH, 2021 AT 7:00 P.M. in person or via zoom
 Location: Town of Onoway Council Chambers

	PRESENT	<p>Councillors: Michael Benson, Jon Ethier, Everett Steenbergen</p> <p>Administration: Wendy Wildman, CAO Lana Lange, Administrative Assistant</p> <p>Public attendance (in person): 0</p> <p>Public via teleconference: 2</p>
1.	CALL TO ORDER	Wendy Wildman called the meeting to order 7:00 p.m.
2.	OATH OF OFFICE	Wendy Wildman administered the Oath of Office of Council to each Council member.
	113-21	<p>MOVED by Councillor Steenbergen that pursuant to Section 208(1)(d) of the Municipal Government Act outlining Council's legislative responsibility of various related documents, those being, Roles and Responsibility of Municipal Officials, Pecuniary Interest for Municipal Councillors, What Every Councillor Needs to Know, A Council Member Handbook and Bylaw 162-2020, the Council Procedural Bylaw, be acknowledged as received.</p> <p style="text-align: right;">CARRIED</p>
3.	AGENDA 114-21	<p>MOVED by Councillor Ethier that the Agenda be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
4.	MAYOR NOMINATION & APPOINTMENT 115-21	<p>Wendy Wildman called for nominations for Mayor.</p> <p>Councillor Benson nominated Councillor Ethier.</p> <p>Wendy Wildman called for nominations for Mayor a second time.</p> <p>Wendy Wildman called for nominations for Mayor a third time.</p> <p>MOVED by Councillor Steenbergen that nominations for Mayor cease.</p> <p style="text-align: right;">CARRIED</p>

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		Councillor Ethier was declared Mayor and was administered the Oath of Office for Mayor.
5.	DEPUTY MAYOR NOMINATION & APPOINTMENT 116-21	<p>Mayor Ethier assumed the Chair.</p> <p>Mayor Ethier called for nominations for Deputy Mayor.</p> <p>Councillor Steenbergen nominated Councillor Benson.</p> <p>Mayor Ethier called for nominations for Deputy Mayor a second time.</p> <p>Mayor Ethier called for nominations for Deputy Mayor third time.</p> <p>MOVED by Councillor Steenbergen that nominations for Deputy Mayor cease.</p> <p style="text-align: right;">CARRIED</p> <p>Councillor Benson was declared Deputy Mayor and was administered the Oath of Office of Deputy Mayor.</p>
6.	CONFIRMATION OF COUNCIL MEETING DATES & TIME 117-21	<p>MOVED by Councillor Steenbergen that regular Council meetings be scheduled for the 4th Tuesday of the months of January, February, March, April, June, July, August, September, October, November at 7:00 p.m. at the Onoway Civic Centre.</p> <p style="text-align: right;">CARRIED</p>
7.	CONFIRMATION OF BANKING SIGNING AUTHORITY 118-21	<p>MOVED by Deputy Mayor Benson that the signing authority be confirmed as follows:</p> <ul style="list-style-type: none"> • Two signatures are required • One signature to be any member of Council (Jon Ethier, Mike Benson, Everett Steenbergen) • One signature to be any member of Administration, (Chief Administrative Officer, Wendy Wildman or the Administrative Assistant, Lana Lange) <p style="text-align: right;">CARRIED</p>

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8.	CONFIRMATION OF BANKING AUTHORITY 119-21	MOVED by Mayor Ethier that the banking authority for the Summer Village of Sunrise Beach be confirmed as ATB Financial. CARRIED
9.	CONFIRMATION OF CAO APPOINTMENT 120-21	MOVED by Councillor Steenbergen that the Chief Administrative Officer appointment be confirmed as Wendy Wildman of Wildwillow Enterprises Inc. CARRIED
10.	CONFIRMATION OF AUDITOR APPOINTMENT 121-21	MOVED by Councillor Steenbergen that the Auditor appointment be confirmed as Metrix Group LLP. CARRIED
11.	CONFIRMATION OF SOLICITOR APPOINTMENT 122-21	MOVED by Deputy Mayor Benson that the Solicitor appointment be confirmed as Patriot Law Group. CARRIED
12.	CONFIRMATION OF SUBDIVISION & DEVELOPMENT APPEAL BOARD 123-21	MOVED by Deputy Mayor Benson that as per agreement, the Subdivision and Development Board be confirmed as Milestone Municipal. Services (Bylaw 148-2019). CARRIED
13.	CONFIRMATION OF ASSESSMENT REVIEW BOARD 124-21	MOVED by Councillor Steenbergen that as per agreement, the Assessment Review Board be confirmed as Capital Region Assessment Services Commission (Bylaws 167-2021 & 168-2021). CARRIED
14.	CONFIRMATION OF MUNICIPAL PLANNING COMMISSION 125-21	MOVED by Deputy Mayor Benson that the Municipal Planning Commission be confirmed as all of Council. CARRIED

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15.	CONFIRMATION OF FOIPP COORDINATOR 126-21	MOVED by Councillor Steenbergen that the Freedom of Information and Protection of Privacy Coordinator be confirmed as the Chief Administrative Officer, Wendy Wildman. <p style="text-align: right;">CARRIED</p>
16.	CONFIRMATION OF PLANNING & SUBDIVISION AUTHORITY 127-21	MOVED by Mayor Ethier that as per agreement, the Planning & Subdivision Authority be confirmed as Municipal Planning Services – Jane Dauphinee, Bylaw 146-18. <p style="text-align: right;">CARRIED</p>
17.	CONFIRMATION OF INTEGRITY COMMISSIONER 128-21	MOVED by Mayor Ethier that the Integrity Commission be confirmed as Victoria Message. <p style="text-align: right;">CARRIED</p>
18.	DESIGNATED OFFICERS 129-21	MOVED by Mayor Ethier that the Designated Officers be confirmed as follows: Assessor Appointment: Ray Crews, Municipal Assessment Services Group – Bylaw 172-2021 Development Authority: Tony Sonnleitner, Development Officer – Bylaw 97-2004 Planning & Subdivision Authority: Municipal Planning Services Ltd. – Bylaw 146-18 Assessment Review Board Clerk: Richard Barham, Capital Region Assessment Services Board – Bylaw 167-2021 Subdivision & Development Appeal Board Clerks: Emily House - Bylaw 148-2019 <p style="text-align: right;">CARRIED</p>
7.	CONFIRMATION OF COMMITTEE APPOINTMENTS 130-21	MOVED by Mayor Ethier that the Committee Appointments be approved as follows: a) Highway 43 East Waste Commission (Everett Steenbergen - Representative)

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		<ul style="list-style-type: none"> b) West Interlake District Regional Water Services Commission (Mike Benson – Representative) c) Ste. Anne Emergency Management Agency – Regional Emergency Services (Jon Ethier – Representative) d) Summer Villages of Lac Ste. Anne County East (Jon Ethier – Representative) (with all of Council to attend) e) Regional Family & Community Support Services (Mike Benson – Representative) f) Joint Lagoon Committee Sandy/Sunrise (all of Council to attend) g) Regional Sewer Line (all of Council to attend) h) Municipal Planning Commission (all of Council) i) Lac Ste. Anne East End Bus Society (Everett Steenbergen - Representative) <p style="text-align: right;">CARRIED</p>
8.	MUNICIPAL OFFICE LOCATION 131-21	MOVED by Councillor Steenbergen that the Municipal Office location be confirmed as 4808 – 51 st Street, Onoway, Alberta. CARRIED
9.	REMUNERATION POLICY #C-COU- REM-1 132-21	MOVED by Mayor Ethier that Council Reimbursement Policy # C-COU-REM-1 be confirmed as is. CARRIED
10.	ADJOURNMENT	The meeting adjourned at 8:07 p.m.

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Mayor, Jon Ethier

Chief Administrative Officer, Wendy Wildman