

SUMMER VILLAGE OF SUNRISE BEACH
MINUTES OF THE ORGANIZATIONAL MEETING
TUESDAY, AUGUST 27TH 2024 ADMINISTRATION OFFICE 2317 TWP. RD. 545
LAC STE. ANNE COUNTY AT 7:00P.M. MEETING IN PERSON AND VIA ZOOM

	PRESENT	<p>Councillors: Michael Benson, Jon Ethier, Brian Benning</p> <p>Administration: Wendy Wildman, Chief Administrative Officer Victoria Message, Administrative Assistant - zoom</p> <p>Public attendance (in person): 4</p> <p>Public via zoom: 1</p>
1.	CALL TO ORDER	Wendy Wildman called the meeting to order 7:00 p.m.
2.	AGENDA 125-24	<p>MOVED by Councillor Ethier that the Agenda be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
3.	MAYOR NOMINATION & APPOINTMENT 126-24	<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 Benson that nominations for Mayor cease.</p> <p style="text-align: right;">CARRIED</p> <p>Councillor Ethier was declared Mayor and was administered the Oath of Office for Mayor. Mayor Ethier assumed the Chair.</p>
4.	DEPUTY MAYOR NOMINATION & APPOINTMENT 127-24	<p>Mayor Ethier called for nominations for Deputy Mayor.</p> <p>Mayor Ethier 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 Mayor Ethier 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 for Deputy Mayor.</p>

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5.	CONFIRMATION OF COUNCIL MEETING DATES & TIME 128-24	<p>MOVED by Mayor Ethier 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 Administration Office 2317 TWP RD 545 Lac Ste. Anne County.</p> <p style="text-align: right;">CARRIED</p>
6.	CONFIRMATION OF BANKING SIGNING AUTHORITY 129-24	<p>MOVED by Mayor Ethier 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, Brian Benning) • One signature to be any member of Administration, (Chief Administrative Officer, Wendy Wildman or Administrative Assistant, Diane Wannamaker) <p style="text-align: right;">CARRIED</p>
7.	CONFIRMATION OF BANKING AUTHORITY 130-24	<p>MOVED by Mayor Ethier that the banking authority for the Summer Village of Sunrise Beach be confirmed as ATB Financial.</p> <p style="text-align: right;">CARRIED</p>
8.	CONFIRMATION OF CAO APPOINTMENT 131-24	<p>MOVED by Mayor Ethier that the Chief Administrative Officer appointment be confirmed as Wendy Wildman of Wildwillow Enterprises Inc.</p> <p style="text-align: right;">CARRIED</p>
9.	CONFIRMATION OF AUDITOR APPOINTMENT 132-24	<p>MOVED by Mayor Ethier that the Auditor appointment be confirmed as Metrix Group LLP.</p> <p style="text-align: right;">CARRIED</p>

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10.	CONFIRMATION OF SOLICITOR APPOINTMENT 133-24	<p>MOVED by Mayor Ethier that the Solicitor appointment be confirmed as Patriot Law Group.</p> <p style="text-align: right;">CARRIED</p>
11.	CONFIRMATION OF SUBDIVISION & DEVELOPMENT APPEAL BOARD 134-24	<p>MOVED by Mayor Ethier that as per agreement, the Subdivision and Development Board be confirmed as Milestone Municipal Services (Emily House) (Bylaw 148-2019).</p> <p style="text-align: right;">CARRIED</p>
12.	CONFIRMATION OF ASSESSMENT REVIEW BOARD 135-24	<p>MOVED by Mayor Ethier that as per agreement, the Assessment Review Board be confirmed as Capital Region Assessment Services Commission (Bylaws 167-2021 & 188-2023).</p> <p style="text-align: right;">CARRIED</p>
13.	CONFIRMATION OF MUNICIPAL PLANNING COMMISSION 136-24	<p>MOVED by Mayor Ethier that the Municipal Planning Commission be confirmed as all of Council.</p> <p style="text-align: right;">CARRIED</p>
14.	CONFIRMATION OF FOIPP COORDINATOR 137-24	<p>MOVED by Mayor Ethier that the Freedom of Information and Protection of Privacy Coordinator be confirmed as the Chief Administrative Officer Wendy Wildman.</p> <p style="text-align: right;">CARRIED</p>
15.	CONFIRMATION OF PLANNING &	

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	SUBDIVISION AUTHORITY 138-24	MOVED by Mayor Ethier that as per agreement, the Planning & Subdivision Authority be confirmed as Municipal Planning Services – Jane Dauphinee (Bylaw 146-18). CARRIED
16.	CONFIRMATION OF INTEGRITY COMMISSIONER 139-24	MOVED by Mayor Ethier that the Integrity Commission be confirmed as Victoria Message. CARRIED
17.	DESIGNATED OFFICERS 140-24	MOVED by Mayor Ethier that the Designated Officers be confirmed as follows: Assessor Appointment: Justin Goudreau, Municipal Assessment Services Group – Bylaw 182-2023 Development Authority: Tony Sonnleitner, Development Officer – Bylaw 97-2004 Planning & Subdivision Authority: Municipal Planning Services Ltd. – Bylaw 146-18 Assessment Review Board Clerk: Gerryl Amorin, Capital Region Assessment Services Board – Bylaw 188-2023 Subdivision & Development Appeal Board Clerks: (Emily House and Cathy McCartney – Milestone Municipal Services) – Bylaw 178-2022 CARRIED
18.	CONFIRMATION OF COMMITTEE APPOINTMENTS 141-24	MOVED by Deputy Mayor Benson that the Committee Appointments be approved as follows: a) Highway 43 East Waste Commission (Brian Benning - Representative) b) West Interlake District Regional Water Services Commission (Mike Benson – Representative)

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		<ul style="list-style-type: none"> 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 (Brian Benning - Representative) <p style="text-align: right;">CARRIED</p>
19.	MUNICIPAL OFFICE LOCATION 142-24	MOVED by Mayor Ethier that the Municipal Office location be confirmed as the Administration Office 2317 TWP RD 545 Lac Ste. Anne County, Alberta. <p style="text-align: right;">CARRIED</p>
20.	REMUNERATION POLICY #C-COU-REM-1 143-24	MOVED by Mayor Ethier that Council Reimbursement Policy # C-COU-REM-1 be confirmed as is. <p style="text-align: right;">CARRIED</p>
21.	COUNCIL ACKNOWLEDGMENTS 144-24	MOVED by Mayor Ethier Council acknowledgement and receipt of the following documents: <ul style="list-style-type: none"> a) Municipal Government Act – Section 208(1) b) Council and Council Committee Procedural Bylaw 195-2024

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		c) Public Participation Policy C-COU-PAR-1 and Public Participation Plan d) Council Code of Conduct Bylaw 147-2018 <p style="text-align: right;">CARRIED</p>
22.	ADJOURNMENT	The meeting adjourned at 7:11 p.m.

 Mayor, Jon Ethier

 Chief Administrative Officer, Wendy Wildman