

MINUTES OF THE ORGANIZATIONAL MEETING OF COUNCIL, SUMMER VILLAGE OF SOUTH BAPTISTE, HELD ON WEDNESDAY, AUGUST 24, 2022, BY WEBEX VIDEO CONFERENCE, HOSTED BY THE MUNICIPAL OFFICE, 724 BAPTISTE DRIVE, WEST BAPTISTE, ALBERTA.

The Webex Video Conference meeting of Summer Village Council was called to order at 5:00 PM on Wednesday, August 24, 2022.

In Attendance	Wendy Appleby, Councilor, Summer Village of South Baptiste. (Via Video Conference) Blaine Page, Councilor, Summer Village of South Baptiste. (Via Video Conference) Karen Sliwkanich, Councilor, Summer Village of South Baptiste. (Via Video Conference) Ed Tomaszuk, CAO, Recording Secretary. (Via Video Conference)
Gallery	Vacant.
Call to order	Ed Tomaszuk, CAO, called the meeting to order at 5:00 PM explaining that the purpose of the organizational meeting is to appoint the Mayor, Deputy Mayor and to establish respective committees of Council. Appointments would remain in effect for one year. The Annual Organizational Meeting of Council is mandated by the Municipal Government Act.
Motion Agenda Res. 001-2022-08-24	Moved by Wendy Appleby that Council adopts the agenda as distributed by Email prior to the meeting and as amended by Council. Carried.
Positions on Council	Members of Council may use any method considered appropriate to determine who serves as Mayor, Deputy Mayor, and Councilor. The chief elected official (Mayor) of a village, summer village or municipal district is to be appointed by council from among the councilors unless the council passes a bylaw providing that the official is to be elected by a vote of the electors of the municipality. The duties of the Mayor are set out in the Municipal Government Act.
Motion Res. 002-2022-08-24	Motion by Councilor, Karen Sliwkanich to maintain the status quo with consideration to respective positions on Council. Motion Carried.
Oath of Office, Mayor.	The Mayor's oath of office was endorsed for subsequent signature by Wendy Appleby.
Oath of Office, Deputy Mayor.	The Deputy Mayor's oath of office was endorsed for subsequent signature by Blaine Page.

Councilors Oath of Office

The Councilor's oath of office was endorsed for subsequent signature by Karen Sliwkanich.

Chairmanship

Wendy Appleby, Mayor, then assumed chairmanship of the meeting.

Motion, Code of Conduct Bylaw.

Motion by Karen Sliwkanich that Council hereby receives the Summer Village Code of Conduct Bylaw 03-18 for information to be acted upon accordingly.

Res. 003-2022-08-24

Carried.

**Regular Council Meeting Schedule
Res. 004-2022-08-24**

Motion by Wendy that Council adopts a regular meeting schedule consistent with the following dates:

September 8 th , 2022	(Annual Information Meeting Follow-up,)
October 13, 2022	(2023 Budget – Task list follow-up)
November 17 th , 2022	(Public Hearing - MDP)
December	(Finalization of MDP)
January 12, 2023,	CAO Performance Appraisal.
March 9 th , 2023,	Thurs day 6:30 PM)
May 11 th ,2023	(Thursday 6:30 PM)
June 8 th , 2023	(Saturday 10:00 AM)
July 15 th , 2023	(Saturday 10:00 AM Annual Information Meeting)
August 12 th , 2023	(Saturday 10:00 AM – Organizational Meeting)

Any member of Council may request a council meeting to deal with matters of importance at any time.

Carried.

Motion, Councilors as Commissioners for Oaths

Motion by Wendy Appleby that Council receives an information bulletin titled "Commissioners for Oaths – Councillors" for information. Section 9 of the Commissioners for Oaths Act provides that a member of Municipal Council in Alberta is a Commissioner for Oaths.

Res. 005-2022-08-24

Carried.

**Motion appointing Development Officer
Res. 0096-2022-08-24**

Moved by Wendy Appleby to appoint the CAO (Administrator) as the Development Officer for the Summer Village of South Baptiste.

Carried.

**Motion, Financial Signing Authority
Res. 007-2022-08-24**

Motion by Karen Sliwkanich that any two of the following persons are to be granted signing authority with respect to agreements, banking, financial commitments and purchasing matters on behalf of the Summer Village of South

Baptiste:

Mayor, Wendy Appleby.

Deputy Mayor, Blaine Page.

Councilor, Karen Sliwkanich.

Ed Tomaszuk, CAO (Administrator)

Any previous resolutions dealing with signing authority are hereby rescinded.

Carried.

**Appointment of Auditor
Res. 008-2022-08-24**

Moved by Wendy Appleby that Metrix Group LLP, Chartered Professional Accountants, be appointed as the auditor for the 2021 Municipal audit of the Summer Village of South Baptiste.

Carried.

The address of the Accounting firm is:

Metrix LLP, Chartered Accountants

12840 St. Albert Trail NW,

Edmonton Alberta

T5L 4H6

**Appointment of Solicitor
Res. 009-2022-08-24**

Moved by Karen Sliwkanich to appoint Reynolds Mirth Richards & Farmer LLP, Kelsey Becker Brookes as Solicitors for the Summer Village of South Baptiste.

Carried.

**Committee and Board appointments
Res. 010-2022-08-24**

Moved by Karen Sliwkanich that Council adopts the following Committee and Board Appointments thereby rescinding any previous appointments by Council:

Weed Inspector Ed Tomaszuk, CAO.

Municipal Assessment Ray Crews, Municipal Assessment Services Services Group. (As a Designated Officer of the Summer Village)

Municipal Planner Jane Dauphinee, Municipal Planning Services Ltd. (Edmonton)

Assessment Review Board To be appointed as needed.

Roads All of Council

Waste Management All of Council

Carried.

Subdivision and

Moved by Wendy Appleby appointing the Athabasca County Subdivision and

Development Appeal Board
Res. 011-2022-08-24

Development Appeal Board as the Board for the Summer Village of South Baptiste. This includes the Chairperson and Board Secretary.

Training for SDAB members may be provided as needed consistent with mandatory requirements of the Municipal Government Act.

The Summer Village hereby accepts responsibility for all expenses incurred by the Board for conducting activities on behalf of the Summer Village of South Baptiste.

Carried.

ARWMSC Appointment.
Res. 012-2022-08-24

Motion by Blaine Page that Wendy Appleby be nominated as a member for the Board of Director Position on the Athabasca Regional Waste Management Services Commission from the Summer Villages adjacent to Baptiste and Island Lake. The appointment is contingent upon the consent of other participating Summer Villages from the Western part of Athabasca County.

Carried.

Motion
Res. 013-2019-08-22

Motion by Karen Sliwkanich that with consideration to the Baptiste and Island Lake Stewardship Association (BAILS) currently dealing with Lake Stewardship and a variety of Ecological and Environmental issues having an effect on the Community, Wendy Appleby is hereby reappointed to BAILS as an observer with liaison responsibilities to Council of South Baptiste.

Carried

FireSmart
Res. 014-2022-08-24

Moved by Wendy Appleby appointing Ed Tomaszuk, CAO as the Summer Village representative to the Athabasca Regional Community Protection Program.

Any previous appointments are hereby rescinded.

Carried.

Motion, 2022 infrastructure Projects.
Res. 015-2022-08-24

Moved by Blaine Page to maintain the status quo regarding the use of suitably qualified contractors for infrastructure projects involving road and street rehabilitation as well as vegetation removal as may be required.

Carried.

Grants
Res. 016-2022-08-24

Motion by Blaine Page authorizing the CAO to apply for any Provincial and/or Federal Grants as needed based on the best interests of the Summer Village. This includes, but is not limited to, MSI Capital, MSI Operating, FGTF (Gas Tax) and the ACP (Alberta Community Partnership).

Carried.

Next Meeting

Next meeting to be held on Thursday, September 08, 2022, commencing at 6:30 PM by Webex Video Conference.

Adjournment

The meeting adjourned at 5:30 PM.

SUMMER VILLAGE OF SOUTH BAPTISTE

Wendy Appleby

Wendy Appleby, Mayor

Ed Tomaszuk

Ed Tomaszuk, CAO

