

MINUTES OF THE ORGANIZATIONAL MEETING OF COUNCIL, SUMMER VILLAGE OF BONDISS, HELD ON SATURDAY, AUGUST 15, 2021, 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 10:00 AM on Saturday, August 15, 2021.

In Attendance	April Clark, Councilor, Summer Village of Bondiss. (Via Video Conference) Leah Iwaniuk, Councilor, Summer Village of Bondiss. (Via Video Conference) Matthew Tomuschat, Councilor, Summer Village of Bondiss. (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 10:00 AM 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. 001-2021-08-15	Moved by April Clark 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. 002-2021-08-15	Motion by Councilor, Leah Iwaniuk nominating April Clark as Mayor. Motion Carried.
Oath of Office, Mayor.	The Mayor's oath of office was administered for subsequent signature by April Clark.
Motion Res. 003-2021-08-15	Motion by Leah Iwaniuk nominating Matthew Tomuschat as Deputy Mayor. Carried.
Oath of Office, Deputy Mayor.	The Deputy Mayor's oath of office was administered for subsequent signature by Matthew Tomuschat.

Councilors Oath of Office

The Councilor's oath of office was administered for subsequent signature by Leah Iwaniuk.

Chairmanship

April Clark, Mayor, then assumed chairmanship of the meeting.

Motion, Code of Conduct Bylaw.

Motion by Matthew Tomuschat that upon a detailed review of the Summer Village Code of Conduct Bylaw 03-18, Council hereby receives the document for information. All members of Council shall sign the document accordingly.

Res. 004-2021-08-15

Carried.

Motion Councilor Training – Muni 101 Res. 005-2021-08-15

Moved by April Clark that upon reviewing several options for Councilor Training, including "Online" and "In Person" attendance, Council receives the documentation for information. The Summer Village is hereby authorized to pay for all expenses including registration and travel expenses for all members of Council attending Muni 101 sessions of their choice.

Carried

Motion, Councilors as Commissioners for Oaths

Motion by April Clark 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. 006-2021-08-15

Carried.

Regular Council Meeting Schedule Res. 007-2021-08-15

Motion by Matthew Tomuschat that the next meeting of Council take place on Saturday, September 18th, 2021, at 10:00 AM by Video Conference. Additional Council meetings shall be scheduled at the call of the Mayor. Any member of Council may request a council meeting to deal with matters of importance at any time.

Carried.

Motion appointing Development Officer Res. 008-2021-08-15

Moved by April Clark to appoint the CAO (Administrator) as the Development Officer for the Summer Village of Bondiss.

Carried.

Motion, Financial Signing Authority Res. 009-2021-08-15

Motion by Leah Iwaniuk 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 Bondiss:

Mayor, April Clark.

Deputy Mayor, Matthew Tomuschat.

Councilor, Leah Iwaniuk.

Ed Tomaszuk, CAO (Administrator)

Any previous resolutions dealing with signing authority are hereby rescinded.

Carried.

**Interim Budget
Res. 010-2021-08-15**

Moved by April Clark that Council adopts the 2021 budget as an interim budget for the 2022 fiscal year which will remain in effect until Council approves a new budget for 2022.

Carried

**Appointment of
Auditor
Res. 011-2021-08-15**

Moved by April Clark that Seniuk and Company be appointed as the auditor for the 2021 Municipal audit of the Summer Village of Bondiss.

Carried.

The address of the Accounting firm is:
Seniuk and Company, Chartered Accountants
102, - 127 Street NW,
Edmonton Alberta
T5L 1A5

**Appointment of
Solicitor
Res. 012-2021-08-15**

Moved by Leah Iwaniuk to retain the legal services provided by the Alberta Urban Municipalities Association (AUMA) as Solicitors for the Summer Village of Bondiss. The CAO is authorized to obtain legal advice from appropriately qualified sources as needed.

Carried.

**Committee and Board
appointments
Res. 013-2021-08-15**

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

Weed Inspector	Matthew Tomuschat, Deputy Mayor.
Municipal Assessment Services	Ray Crews, Municipal Assessment Services Group.
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.

**Winter Roads
Maintenance
Res. 014-2021-08-15**

Motion by April Clark to appoint Matthew Tomuschat as the winter road maintenance coordinator and Ed Tomaszuk, CAO as an alternate. Any previous appointments are hereby rescinded.

Carried.

**Subdivision and
Development Appeal
Board
Res. 015-2021-08-15**

Moved by April Clark appointing the Athabasca County Subdivision and Development Appeal Board as the Board for the Summer Village of Bondiss.

Training for SDAB members is to 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 Bondiss.

Carried.

**ARWMSC
Appointment.
Res. 016-2021-08-15**

Motion by Leah Iwaniuk that April Clark 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 Skeleton Lake.

Carried.

**FireSmart
Res. 017-2021-08-15**

Moved by April Clark appointing Ed Tomaszuk, CAO as the Summer Village representative to the Athabasca Regional Community Protection Program. This includes the authority to sign Emergency Management and/or Mutual Aid Agreements on behalf of the Summer Village. Any previous appointments are hereby rescinded.

Carried.

**Motion, 2022
infrastructure
Projects.
Res. 018-2021-08-15**

Moved by Leah Iwaniuk to tender the next major infrastructure project involving road and street rehabilitation to several suitably qualified Contractors including MPE Engineering Ltd. Edmonton, Alberta, and David Gray Contracting, Athabasca.

Carried.

**Motion, Lakeview
Park Playground
Equipment Project.
Res. 019-2021-08-15**

Motion by April Clark that Council appoints Lawrence Habiak, et al as the project coordinator for the Lakeview Park Playground Equipment Installation Project.

The project is to proceed in accordance with the planning endorsed by the previous Summer Village Council.

Carried.

**Grants
Res. 020-2021-08-15**

Motion by Leah Iwaniuk authorizing the CAO to apply for any Provincial and/or Federal Grants as needed based on the best interests of the Summer Village.

Carried.

**Motion, Winter Snow
Removal
Res. 021-2021-08-15**

Moved by Matthew Tomuschat that Council appoints the Greencut Group as the independent Contractor for winter snow removal as directed by Council.

Carried.

**Motion, Updating the
Entrance and
FireSmart Signs
Res. 022-2021-08-15**

Motion by April Clark authorizing members of Council to use a rotational system to update the Entrance Sign to the Summer Village as well as the Wildfire (FireSmart) signs as may be required.

Carried.

Next Meeting

Next meeting to be held on Saturday, September 18, 2021, commencing at 10:00 AM by Webex Video Conference.

Adjournment

The meeting adjourned at 1:30 PM.

SUMMER VILLAGE OF BONDISS

April Clark, Mayor

Ed Tomaszuk, CAO