

MINUTES OF THE ORGANIZATIONAL MEETING OF COUNCIL, SUMMER VILLAGE OF SOUTH BAPTISTE, ON SATURDAY, AUGUST 24, 2024, AT #54 Lakeside Drive, South Baptiste

The meeting of Summer Village Council was called to order at 10:00 on Saturday, August 24, 2024.

In Attendance

Wendy Appleby, Councilor, Summer Village of South Baptiste.
Blaine Page, Councilor, Summer Village of South Baptiste.
Karen Sliwkanich, Councilor, Summer Village of South Baptiste.
Linda Roland, CAO, Recording Secretary

Call to order

Linda Roland, CAO, called the meeting to order at 10:02 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. 001-2024-08-24

Moved by Wendy Appleby that Council adopts the agenda as presented
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. 002-2024-08-24

Motion by Councilor, Karen Sliwkanich to maintain the status quo with consideration to respective positions on Council.

Motion Carried.

Oath of Office

Wendy Appleby, Mayor took the Oath of Office in 2023
Blaine Page, Deputy Mayor took the Oath of Office in 2023
Karen Sliwkanich, Councilor took the Oath of Office in 2023
No Positions changed this year.

Chairmanship	Wendy Appleby, Mayor, then assumed chairmanship of the meeting.																						
Motion, Code of Conduct Bylaw Res. 003-2024-08-24	<p>Motion by Karen Sliwkanich that Council reviews the Summer Village Code of Conduct Bylaw 03-18 for information, to be acted upon accordingly. Although it is not legislated, it is an important practice to review the Bylaw at least every four years.</p> <p>Carried.</p>																						
Motion, Regular Council Meeting Schedule Res. 004-2024-08-24	<p>Motion by Karen that Council adopts a regular meeting schedule consistent with the following dates:</p> <table> <tr> <td>September 24, 2024</td><td>(Tuesday Zoom 6:30 PM)</td></tr> <tr> <td>October 22, 2024</td><td>(Tuesday Zoom 6:30 pm)</td></tr> <tr> <td>November 19, 2024</td><td>(Tuesday Zoom 6:30 pm)</td></tr> <tr> <td>January 21, 2024</td><td>(Tuesday Zoom 6:30 pm)</td></tr> <tr> <td>February 18, 2024</td><td>(Tuesday Zoom 6:30 pm)</td></tr> <tr> <td>March 18, 2024</td><td>(Tuesday Zoom 6:30 PM)</td></tr> <tr> <td>April 22, 2024</td><td>(Tuesday Zoom 6:30 pm)</td></tr> <tr> <td>May 20, 2024</td><td>(Tuesday Zoom 6:30 pm)</td></tr> <tr> <td>June 2024</td><td>to be determined</td></tr> <tr> <td>July 2024</td><td>to be determined</td></tr> <tr> <td>August 23, 2024</td><td>(Organizational and Regular Council Meeting)</td></tr> </table> <p>Any member of Council may request a council meeting to deal with matters of importance at any time.</p> <p>Carried.</p>	September 24, 2024	(Tuesday Zoom 6:30 PM)	October 22, 2024	(Tuesday Zoom 6:30 pm)	November 19, 2024	(Tuesday Zoom 6:30 pm)	January 21, 2024	(Tuesday Zoom 6:30 pm)	February 18, 2024	(Tuesday Zoom 6:30 pm)	March 18, 2024	(Tuesday Zoom 6:30 PM)	April 22, 2024	(Tuesday Zoom 6:30 pm)	May 20, 2024	(Tuesday Zoom 6:30 pm)	June 2024	to be determined	July 2024	to be determined	August 23, 2024	(Organizational and Regular Council Meeting)
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Motion appointing Development Officer Res 005-2024-08-24	<p>Moved by Wendy Appleby that the CAO (Administrator) be appointed as the Development Officer for the Summer Village</p> <p>Carried</p>																						
Motion, Banking Authority Res. 006-2024-08-24	<p>Motion by Karen Sliwkanich that ATB remain as the Summer Village Banking Authority.</p> <p>Carried</p>																						

**Motion, Financial
Signing Authority
Res. 007-2024-08-24**

Motion by Karen Sliwkanich that all of Council and the Chief Administrative Officer be granted signing authority with respect to agreements, banking, financial commitments and purchasing matters on behalf of the Summer Village of South Baptiste. 2 signatures required on each cheque – 1 Elected/ 1 Administration.

Mayor, Wendy Appleby.

Deputy Mayor, Blaine Page.

Councilor, Karen Sliwkanich.

Linda Roland, CAO (Administrator)

Any previous resolutions dealing with signing authority are hereby rescinded.

Carried.

**Appointment of
Auditor
Res. 008-2024-08-24**

Moved by Wendy Appleby that Seniuk and Company, Chartered Professional Accountants, be appointed as the auditor for the 2024 Municipal audit of the Summer Village of South Baptiste.

Carried.

The address of the Accounting firm is:

Seniuk and Company, Chartered Accountants

#102, 12750 – 127 Street

Edmonton Alberta

T5L 1A5

**Appointment of
Subdivision Authority
Res. 009-2024-08-24**

Moved by Blaine Page that Municipal Planning Services be appointed as the Subdivision Authority for the Summer Village of South Baptiste.

Carried

**Appointment of
Solicitor
Res. 010-2024-08-24**

Moved by Wendy Appleby to appoint Reynolds Mirth Richards & Farmer LLP, Ben Thronson as Solicitors for the Summer Village of South Baptiste.

Carried.

**Committee and Board
appointments
Res.011-2024-08-24**

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

	Municipal Assessor	Justin Goudrea, Municipal Assessment Group as a Designated Officer of the Summer Village
	Municipal Planner	Jane Dauphinee, Municipal Planning Services
	Assessment Review Board	Capital Region Assessment Services Commission
	Roads	All of Council
	Winter Roads Maintenance	All of Council
	Waste Management	All of Council
	Carried.	
Subdivision and Development Appeal Board Res. 012-2024-08-24	<p>Moved by Wendy Appleby that one member of Council and 2 members at large be appointed to the Subdivision and Development Appeal board as required.</p> <p>Carried.</p>	
Motion, ARWMSC Appointment. Res. 013-2024-08-24	<p>Motion by Blaine Page that Curtis Schoepp, Whispering Hills continue as 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.</p> <p>Carried.</p>	
Motion, BAILS Res. 014-2024-08-24	<p>Motion by Karen Sliwkanich appointing Wendy Appleby as the SVSB designated representative on the BAILS board of Directors.</p> <p>Carried</p>	
Motion, CAO and Office Res. 015-2024-08-24	<p>Moved by Karen Sliwkanich appointing Linda Roland, as the Summer Village CAO and to establish the Municipal office address as 17940 – 99A Ave NW, Edmonton, Alberta, T5T</p> <p>Carried.</p>	
Motion, 2024/2025 Infrastructure & Projects Res.016-2024-08-24	<p>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 required.</p> <p>Carried</p>	

Motion, Grants
Res. 017-2023-08-26

Motion by Karen Sliwkanich authorizing the CAO to apply for Provincial and/or Federal Grants as needed, with input from Council, 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 Tuesday, September 24, 2024, commencing at 6:30 PM by Zoom

Adjournment

The meeting adjourned at 10:56 AM .

SUMMER VILLAGE OF SOUTH BAPTISTE

Wendy Appleby

Wendy Appleby (Sep 27, 2024 11:53 MDT)

Wendy Appleby, Mayor

Linda Roland

Linda Roland, CAO

