

MINUTES OF THE ORGANIZATIONAL MEETING OF COUNCIL, SUMMER VILLAGE OF SOUTH BAPTISTE, ON TUESDAY, AUGUST 25, 2026, HOSTED VIA ZOOM

The meeting of Summer Village Council was called to order at 6:12 PM on Tuesday, August 25, 2026.

In Attendance	Wendy Appleby, Councilor, Summer Village of South Baptiste. Todd Dutchak, 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 6:12 by 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. 001-2026-08-25	Moved by Wendy Appleby that Council adopts the agenda as distributed by Email prior to the meeting. 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. 002-2026-08-25	Motion by Councilor, Todd Dutchak to nominate Wendy Appleby as the Mayor. Carried. The Mayor’s oath of office was endorsed and signed by Wendy Appleby in 2025.
Motion Res. 003-2026-08-25	Motion by Councilor Wendy Appleby to nominate Karen Sliwkanich as Deputy Mayor. Carried

The Deputy Mayor's oath of office was endorsed and signed by Karen Sliwkanich in 2025.

The Councilor's oath of office was endorsed and signed by Todd Dutchak in 2025.

Chairmanship

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

**Motion, Regular
Council Meeting
Schedule**

Res. 004-2026-08-25

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

September 15, 2026	Tuesday Zoom 6:00 PM
October 20, 2026	Tuesday Zoom 6:00 PM
November 24, 2026	Tuesday Zoom 6:00 PM
December 15, 2026	Tuesday Zoom 6:00 PM
January 19, 2027	Tuesday Zoom 6:00 PM
February 16, 2027	Tuesday Zoom 6:00 PM
April 20, 2027	Tuesday Zoom 6:00 PM
May 18 , 2027	Tuesday Zoom 6:00 PM
June 15, 2027	Tuesday Zoom, 6:00 PM
July 17, 2027	Annual Information Meeting Saturday 10:00 AM – Baptiste Fire Hall
August 24, 2026	Tuesday Zoom, 6:00 PM Organizational Meeting & Regular Meeting

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

Carried.

**Motion appointing
Chief Administration
Officer (CAO)**

Res:005-2026-08-25

Moved by Wendy Appleby that Linda Roland is the Chief Administration Officer (CAO)

Carried

**Motion appointing
Banking Authority**

Res:006-2026-08-25

Moved by Karen Sliwkanich to continue with Alberta Treasury Branch as the Village banking authority.

Carried

**Motion appointing
Development Officer
Res:007-2026-08-25**

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

Carried.

**Motion, Financial
Signing Authority
Res. 008-2026-08-25**

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, Karen Sliwkanich.

Councilor, Todd Dutchak.

Linda Roland, CAO (Administrator)

Any previous resolutions dealing with signing authority are hereby rescinded.

Carried.

**Appointment of
Auditor
Res. 009-2026-08-25**

Moved by Wendy Appleby that Seniuk and Company, Chartered Professional Accountants, be appointed as the auditor for the 2025 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
Solicitor
Res. 010-2026-08-25**

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

Carried.

**Committee and Board
appointments
Res. 011-2026-08-25**

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

Municipal Assessment

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

Municipal Planner	Jane Dauphinee, Municipal Planning Services Ltd. (Edmonton)
Assessment Review Board	Capital Regional Assessment Services
Roads	All of Council
Waste Management	Curtis Schoepp (All Villages)
Baptiste & Island Lake Stewardship	Mayor Wendy Appleby
Subdivision Authority	Jane Dauphinee, Municipal Planning services
Subdivision Development & Appeal Board	Emily House and Janet Zaplotinsky, Milestone Municipal Services
Northern Lights Library	Karen Sliwkanich(all Villages)
Regional DEM	Phyllis Forsyth, Morse & McLean

Motion, Council Reimbursement
Res:012-2026-08-25

Moved by Wendy Appleby that Council reimbursement remain at \$2400 per year with addition outside meeting per diem set at \$100 for less than 2 hours, \$150 for 2 – 4 hours and \$300 for 8 hours.

Carried

Motion Municipal Office address
Res:013-2026-08-25

Motion by Todd Dutchak that the Municipal Office remain located at 17940 – 99A Avenue NW, Edmonton, Alberta, T5T 3R1.

Carried

Motion, Infrastructure Projects.
Res. 014-2026-08-25

Moved by Wendy Appleby 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.

Motion: Grants
Res. 015-2026-08-25

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.

Carried.

Next Meeting

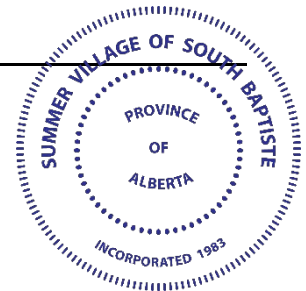
Next meeting to be held on Tuesday, September 15, 2026, commencing at 6:00 PM by Zoom

Adjournment

The meeting adjourned at 6:29 PM

SUMMER VILLAGE OF SOUTH BAPTISTE

Wendy Appleby, Mayor



Linda Roland, CAO