

Summer Village of Island Lake
Organizational Meeting
Tuesday, September 15, 2020
Held at the Westlock Inn & Conference Centre & Via Teleconference

	PRESENT	<p>Councillors: Duncan Binder, Jim Montague, Chad Newton</p> <p>Administration: Chief Administrative Officer Wendy Wildman Administrative Assistant, Heather Luhtala Administrative Assistant, Diane Wannamaker</p> <p>Public at Large: 1 in person / 3 via teleconference</p>
1.	CALL TO ORDER	Wendy Wildman called the meeting to order at 6:30 p.m.
3.	AGENDA 20-138	<p>MOVED by Councillor Montague that the September 15, 2020 Organizational Agenda be accepted as presented.</p> <p style="text-align: right;">CARRIED</p>
4.	NOMINATIONS	<p>Wendy Wildman called for nominations for Mayor.</p> <p>Councillor Montague nominated Councillor Newton</p> <p>Wendy Wildman called for nominations a second time.</p> <p>Wendy Wildman called for nominations a third time.</p> <p>MOVED by Councillor Newton that nominations cease.</p> <p style="text-align: right;">CARRIED</p> <p>Chad Newton was declared Mayor and was administered the Oath of Office for Mayor and assumed the Chair.</p> <p>Mayor Newton called for nominations for Deputy Mayor.</p> <p>Councillor Montague nominated Councillor Binder.</p> <p>Mayor Newton called for nominations a second time.</p> <p>Mayor Newton called for nominations a third time.</p> <p>MOVED by Mayor Newton that nominations cease.</p> <p style="text-align: right;">CARRIED</p> <p>Duncan Binder was declared Deputy Mayor and was administered the Oath of Office for Deputy Mayor.</p>

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5.	COMMITTEE APPOINTMENTS 20-141	<p>MOVED by Mayor Newton that the following committee appointments be approved:</p> <ul style="list-style-type: none"> a) Public Works (Councillor Montague) b) Baptiste And Island Lake Society (BAILS) (Councillor Montague) c) Association of Summer Villages of Alberta (ASVA) (Deputy Mayor Binder) d) Library (Deputy Mayor Binder) e) Community League (Mayor Newton) f) Island Lake Days (Mayor Newton) g) Baptiste Fire Department (Mayor Newton) h) Land Use Bylaw & Municipal Development Plan (Duncan Binder) i) Intermunicipal Development Plan (Duncan Binder) <p style="text-align: right;">CARRIED</p>
6.	FINANCIAL 20-142	<p>MOVED by Mayor Newton that the following financial information be confirmed:</p> <ul style="list-style-type: none"> a) Signing Authority to be all of the Council and the Chief Administrative Officer, and Administrative Assistant, Two signatures are required: <ul style="list-style-type: none"> -One signature to be any member of Council (Chad Newton, Jim Montague, Duncan Binder) and; -One signature to be the Chief Administrative Officer, Wendy Wildman or the Assistant Chief Administrative Officer <p style="text-align: right;">CARRIED</p>

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	20-143	MOVED by Mayor Newton that the Council Remuneration Policy C-COU-REM-1 be approved as presented. CARRIED
	20-144	MOVED by Mayor Newton that the banking authority be approved as ATB Financial (Onoway, Alberta). CARRIED
7.	MEETINGS 20-145	MOVED by Councillor Montague that Regular Council meetings be scheduled for the third Tuesday of each month at 4:30 p.m., to be held at the Westlock Inn & Conference Centre and that teleconferencing be deemed an acceptable way of holding a meeting and that any changes to the date of the meetings be posted on the Summer Village website – www.islandlake.ca (during pandemic events, in-person public participation may be limited). CARRIED
8.	CONFIRMATION OF APPOINTMENTS 20-146	MOVED by Deputy Mayor Binder that the Chief Administrative Officer appointment be confirmed as Wildwillow Enterprises Inc., Wendy Wildman. CARRIED
	20-147	MOVED by Deputy Mayor Binder that the Auditor Appointment be confirmed as Seniuk & Company. CARRIED
	20-148	MOVED by Councillor Montague that the Solicitor appointment be confirmed as Patriot Law Group. CARRIED
	20-149	MOVED by Deputy Mayor Binder that the Assessor Appointment be confirmed as Ray Crews, Municipal Assessment Services Group. CARRIED
	20-150	MOVED by Mayor Newton that the Assessment Review Board Clerk be confirmed as Richard Barnham of Capital Region Assessment Services Commission. CARRIED
	20-151	MOVED by Councillor Montague that the Development Authority Appointment be confirmed as Tony Sonnleitner. CARRIED

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20-152	MOVED by Deputy Mayor Binder that the Subdivision Authority appointment be confirmed as Municipal Planning Services Ltd., Jane Dauphinee, as administration and Council of the Summer Village of Island Lake as the approving authority. CARRIED
20-153	MOVED by Deputy Mayor Binder that the Subdivision and Development Appeal Board Clerk appointments be confirmed as Milestone Municipal Services, Emily House and Cathy McCartney. CARRIED
20-154	MOVED by Mayor Newton that the Municipal Planning Commission be confirmed as all of Council. CARRIED
20-155	MOVED by Mayor Newton that the Land Use Bylaw and Municipal Development Plan steering committee member appointments be confirmed as David Kluthe, Terry Kuprowsky, Marc Lachambre, Darren Lamarre, Harold Walters, Morris Nesdole. CARRIED
20-156	MOVED by Mayor Newton that the Freedom of Information and Protection of Privacy (FOIPP) Coordinator be confirmed as the Chief Administrative Officer, Wendy Wildman. CARRIED
20-157	MOVED by Deputy Mayor Binder that the Municipal Office Location be confirmed as 4808-51 Street, Town of Onoway. CARRIED
ADJOURNMENT	Mayor Newton declared the meeting adjourned at 6:52 p.m.

Mayor, Chad Newton

Chief Administrative Officer, Wendy Wildman