

Summer Village of Island Lake

Organizational Meeting

Tuesday, August 31st, 2021

Held at the Westlock Inn & Conference Centre & Zoom and Via Teleconference

	PRESENT	Councillors: Alan Fisher, Chad Newton, John Wasmuth Administration: Chief Administrative Officer Wendy Wildman Administrative Assistant, Diane Wannamaker Public at Large: 0 in person / 4 via teleconference
1.	CALL TO ORDER	Wendy Wildman called the meeting to order at 4:30 p.m.
2.	OATH OF OFFICE	Chief Administrative Officer Wendy Wildman administered the Oath of Office to each member of Council.
3.	AGENDA 21-171	MOVED by Councillor Newton that the August 31 st , 2021 Organizational Meeting Agenda be accepted as presented. CARRIED
4.	NOMINATIONS 21-172 21-173	Wendy Wildman called for nominations for Mayor. Councillor Fisher nominated Chad Newton. Wendy Wildman called for nominations a second time. Wendy Wildman called for nominations a third time. MOVED by Councillor Wasmuth that nominations cease. CARRIED Councillor Newton was declared Mayor and was administered the Oath of Office for Mayor and assumed the Chair Mayor Newton called for nominations for Deputy Mayor. Mayor Newton nominated Alan Fisher. Mayor Newton called for nominations a second time. Mayor Newton called for nominations a third time. MOVED by Councillor Wasmuth that nominations cease. CARRIED Alan Fisher was declared Deputy Mayor and was administered the Oath of Office for Deputy Mayor.

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5.	COMMITTEE APPOINTMENTS 21-174	<p>MOVED by Mayor Newton that the following committee appointments be approved:</p> <ul style="list-style-type: none">a) Public Works (Alan Fisher)b) Baptiste and Island Lake Society (BAILS) (Alan Fisher)c) Association of Summer Villages of Alberta (ASVA) (John Wasmuth)d) Northern Lights Library System (John Wasmuth)e) Community League (Chad Newton)f) Island Lake Days (Chad Newton)g) Baptiste Fire Department (Chad Newton)h) Land Use Bylaw & Municipal Development Plan (John Wasmuth)i) Intermunicipal Development Plan (John Wasmuth)j) Waterline Committee (all of Council) <p style="text-align: right;">CARRIED</p>
6.	FINANCIAL 21-175	<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 (Alan Fisher, Chad Newton, John Wasmuth) and;-One signature to be the Chief Administrative Officer Wendy Wildman or the Administrative Assistant Diane Wannamaker <p style="text-align: right;">CARRIED</p>

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	21-176	MOVED by Mayor Newton that the Council Remuneration Policy C-COU-REM-1 be approved as presented. CARRIED
	21-177	MOVED by Mayor Newton that the banking authority be approved as ATB Financial (Onoway, Alberta). CARRIED
7.	MEETINGS 21-178	MOVED by Mayor Newton 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 21-179	MOVED by Councillor Wasmuth that the Chief Administrative Officer appointment be confirmed as Wildwillow Enterprises Inc., Wendy Wildman, subject to review of contract if in place. CARRIED
	21-180	MOVED by Councillor Wasmuth that the Auditor Appointment be confirmed as Seniuk & Company, subject to review of contract if in place. CARRIED
	21-181	MOVED by Mayor Newton that the Solicitor appointment be confirmed as Patriot Law Group, subject to review of contract if in place. CARRIED
	21-182	MOVED by Mayor Newton that the Assessor Appointment be confirmed as Ray Crews, Municipal Assessment Services Group, subject to review of contract if in place. CARRIED
	21-183	MOVED by Councillor Wasmuth that the Assessment Review Board Clerk be confirmed as Richard Barnham of Capital Region Assessment Services Commission subject to review of contract if in place. CARRIED

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21-184	<p>MOVED by Mayor Newton that the Development Authority Appointment be confirmed as Tony Sonleitner subject to review of contract if in place.</p> <p>CARRIED</p>
21-185	<p>MOVED by Mayor Newton 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.</p> <p>CARRIED</p>
21-186	<p>MOVED by Mayor Newton that the Subdivision and Development Appeal Board Clerk appointments be confirmed as Milestone Municipal Services, Emily House and Cathy McCartney.</p> <p>CARRIED</p>
21-187	<p>MOVED by Mayor Newton that the Municipal Planning Commission be confirmed as all of Council.</p> <p>CARRIED</p>
21-188	<p>MOVED by Mayor Newton that the Land Use Bylaw and Municipal Development Plan steering committee be discontinued as projects have been completed.</p> <p>CARRIED</p>
21-189	<p>MOVED by Deputy Mayor Fisher that the Freedom of Information and Protection of Privacy (FOIPP) Coordinator be confirmed as the Chief Administrative Officer, Wendy Wildman.</p> <p>CARRIED</p>
21-190	<p>MOVED by Mayor Newton that the Municipal Office Location be confirmed as 4808-51 Street, Town of Onoway.</p> <p>CARRIED</p>
21-191	<p>MOVED by Mayor Newton that pursuant to Section 208(1)(d) of the Municipal Government Act outlining Council's legislative responsibilities that the following items be acknowledged as received:</p> <ul style="list-style-type: none">- Bylaw 03-18, Code of Conduct for Members of Council, Council Committees and Other Bodies Established by the Council- Bylaw 05-2020, Procedure and Conduct of Council and Council Committee Meetings- Municipal Affairs, A Handbook for Elected Officials- Roles and Responsibilities of Municipal Officials- Municipal Affairs, Pecuniary Interest for Municipal Councillors- Municipal Affairs, What Every Councillor Needs to Know

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		<ul style="list-style-type: none">- Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, Current as of December 9, 2020 <p style="text-align: right;">CARRIED</p>
	ADJOURNMENT	Mayor Newton declared the meeting adjourned at 6:12 p.m.

Mayor, Chad Newton

Chief Administrative Officer, Wendy Wildman

Next Meetings:
September 21st, 2021
October 19th, 2021
November 16th, 2021
December 21st, 2021