

SUMMER VILLAGE OF SOUTH VIEW
ORGANIZATIONAL COUNCIL MEETING MINUTES
WEDNESDAY, JULY 20, 2022
TOWN OF ONOWAY COUNCIL CHAMBERS
MEETING HELD IN PERSON AND VIA ZOOM

PRESENT: Sandi Benford - Councillor
 Brian Johnson - Councillor
 James Woslyng - Councillor

 Wendy Wildman - Chief Administrative Officer (CAO)
 Heather Luhtala - Assistant CAO

PUBLIC AT LARGE: 4

1. **CALL TO ORDER**

The meeting was called to order at 9:30 a.m. by Chief Administrative Officer, Wendy Wildman.

2. **NOMINATIONS**

a) Mayor:

Chairman Wildman called for nominations for the position of Mayor.

Councillor Johnson nominated Councillor Benford for Mayor.

Chairman Wildman called for nominations for the position of Mayor a second time – None

Chairman Wildman called for nominations for the position of Mayor a third time – None.

Motion #91-22

MOVED by Councillor Johnson that nominations for the position of Mayor cease.

CARRIED

Councillor Benford was declared Mayor and administered the Oath of Office for the position of Mayor and assumed the Chair.

b) Deputy Mayor:

Mayor Benford called for nominations for the position of Deputy Mayor.

Mayor Benford nominated Councillor Johnson for Deputy Mayor.

Mayor Benford called for nominations for the position of Deputy Mayor a second time – None

Mayor Benford called for nominations for the position of Deputy Mayor a third time – None.

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Motion #92-22

MOVED by Mayor Benford that nominations for the position of Deputy Mayor cease.

CARRIED

Councillor Johnson was declared Deputy Mayor and administered the Oath of Office for the position of Deputy Mayor.

3. APPOINTMENTS

Motion #93-22

MOVED by Deputy Mayor Johnson that the following committee appointments and confirmations be approved with the removal of item j) Regionalization and Shared Services:

- a) Public Works Supervisor
 - Sandi Benford with James Woslyng as alternate.
- b) Member to Highway 43 East Waste Commission
 - Brian Johnson with Sandi Benford as alternate.
- c) Representative to Summer Villages of Lac Ste. Anne County East
 - Sandi Benford with James Woslyng as alternate.
(all Council to attend, rep to vote)
- d) Darwell Sewage Lagoon Committee/Regional Wastewater Line
 - James Woslyng with Brian Johnson as alternate.
- e) Lake Isle Aquatic Management Society
 - Sandi Benford with James Woslyng as alternate.
- f) Yellowhead Regional Library
 - Sandi Benford with James Woslyng as alternate.
- g) Family and Community Support Services (FCSS)
 - Sandi Benford with Brian Johnson as alternate.
- h) Regional Emergency Services
 - Sandi Benford with Brian Johnson as alternate.
- i) Flowering Rush ACP Project
 - Sandi Benford with James Woslyng as alternate.
- k) Chief Administrative Officer
 - Wendy Wildman, Wildwillow Enterprises Inc.
- l) Auditor
 - Auditor Appointment – Seniuk & Company

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- m) Solicitor
 - Patriot Law Group Onoway
- n) FOIP Coordinator
 - Wendy Wildman, Wildwillow Enterprises Inc.
- o) Integrity Commissioner
 - Victoria Message
- p) Community Peace Officer
 - No one currently, working to secure a service provider
- q) Subdivision & Development Appeal Board – as per agreement with Milestone Municipal Services
- r) Municipal Planning Commission
 - All of Council
- s) Designated Officers:
 - Assessor, Dan Kanuka, Municipal Assessment Services Group (*Bylaw 249*)
 - Development Authority, Tony Sonnleitner, Development Officer (*Bylaw 232*)
 - Planning Authority, Administration for Subdivision Approval Process, Jane Dauphinee, Municipal Planning Services (*Bylaw 191*) / Subdivision Approving Authority – Council, Summer Village of South View (*Bylaw 191*)
 - Subdivision & Development Appeal Board Clerks, Emily House and Cathy McCartney (*Bylaw 212*)
 - Assessment Review Board Clerk, Gerryl Amorin, Capital Region Assessment Services (*Bylaw 230*)

CARRIED

4. COUNCIL ACKNOWLEDGEMENTS

MUNICIPAL GOVERNMENT ACT – SECTION 208(1)

Motion #94-22

MOVED by Councillor Woslyng that Pursuant to section 208 (1) of the MGA outlining Council's legislative responsibilities be acknowledged as received.

CARRIED

COUNCIL & COUNCIL COMMITTEE PROCEDURAL BYLAW

Motion #95-22

MOVED by Councillor Woslyng that Council acknowledges it has received and reviewed the Summer Village of South View Council & Council Committee Procedural Bylaw 229 as presented.

CARRIED

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PUBLIC PARTICIPATION POLICY & PUBLIC PARTICIPATION PLAN

Motion #96-22

MOVED by Councillor Woslyng that Council acknowledges it has received and reviewed the Summer Village of South View Public Participation Policy C-COU-PAR-1 and Public Participation Plan dated February 28, 2019 as presented.

CARRIED

5. **FINANCIAL**

Motion #97-22

MOVED by Deputy Mayor Johnson that the following financial information be confirmed:

- a) Signing Authority, all of the Council and the Chief Administrative Officer and the Assistant Chief Administrative Officer
 - Two signatures are required
 - One signature to be any member of Council (Sandi Benford, James Woslyng, Brian Johnson)
 - One signature to be the Chief Administrative Officer, Wendy Wildman or the Assistant Chief Administrative Officer, Heather Luhtala
- b) Banking Authority – ATB Financial.
- c) Remuneration/Reimbursement – Policy C-COU-REM-1.

CARRIED

6. **MEETING DATES**

a. Regular Meeting Day/Times

Motion #98-22

MOVED by Deputy Mayor Johnson that regular Council meetings be scheduled for the third Wednesday of the month at 9:30 a.m. except for the month of May unless changed by Council.

CARRIED

b. Regular Meeting Location

Motion #99-22

MOVED by Councillor Woslyng that the regular meetings of Council take place at the Town of Onoway Council Chambers located at 4812-51 Street, Onoway, AB.

CARRIED

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c. Notification of Council & Council Committee Meetings
Motion #100-22

MOVED by Deputy Mayor Johnson that regular Council meeting information be posted on the Summer Village website in accordance with Policy C-COU-MTG-1 Notification of Council and Committee Meetings.

CARRIED

7. MUNICIPAL OFFICE LOCATION

Motion #101-22

MOVED by Deputy Mayor Johnson that the named municipal office location be confirmed as 4808-51 Street, Onoway, Alberta.

CARRIED

8. ADJOURNMENT

Mayor Benford declared the meeting adjourned at 9:42 a.m.

Mayor, Sandi Benford

Chief Administrative Officer, Wendy Wildman