

SUMMER VILLAGE OF SOUTH VIEW  
ORGANIZATIONAL COUNCIL MEETING MINUTES  
WEDNESDAY, JUNE 28, 2017  
TOWN OF ONOWAY COUNCIL CHAMBERS

PRESENT:            Sandi Benford            -            Councillor  
                         Garth Ward                -            Councillor  
                         Brian Johnson            -            Councillor – Via Teleconference

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

1.     **CALL TO ORDER**

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

Sandi Benford and Garth Ward were administered the Oath of Office.

2.     **NOMINATIONS**

a) Mayor:

Chairman Wildman called for nominations for the position of Mayor.

Garth Ward nominated Sandi 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 #143-17

**MOVED** by Garth Ward that nominations for the position of Mayor cease.

**CARRIED**

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

b) Deputy Mayor:

Motion #144-17

**MOVED** by Mayor Benford that per section 152 of the Municipal Government Act RSA 2000 Chapter M-26, both remaining Councillors be appointed as Deputy Mayor.

**CARRIED**

Councillor Ward and Councillor Johnson were both declared Deputy Mayor and Garth Ward was administered the Oath of Office for the position of Deputy Mayor.

SUMMER VILLAGE OF SOUTH VIEW  
ORGANIZATIONAL COUNCIL MEETING MINUTES  
WEDNESDAY, JUNE 28, 2017  
TOWN OF ONOWAY COUNCIL CHAMBERS

**3. APPOINTMENTS & CONFIRMATIONS**

Motion #145-17

**MOVED** by Deputy Mayor Ward that the following committee appointments and confirmations be approved:

- a) Public Works Supervisor
  - Sandi Benford with Garth Ward 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
  - Garth Ward with Sandi Benford as alternate.  
(all Council to attend, rep to vote)
- d) Member to Darwell Sewage Lagoon Committee
  - Garth Ward with Brian Johnson as alternate.
- e) Disaster Services Director, Joint Emergency Management Committee & Regional Emergency Services
  - Sandi Benford with Brian Johnson as alternate.
- f) Joint Subdivision and Development Appeal Board
  - Brian Johnson with Garth Ward as alternate.
- g) Yellowhead Rural Crime Watch Association
  - Sandi Benford with Brian Johnson as alternate.
- h) Lake Isle Aquatic Management Society
  - Sandi Benford with Garth Ward as alternate.
- i) Yellowhead Regional Library
  - Sandi Benford with Garth Ward as alternate.
- j) Family and Community Support Services (FCSS)
  - Sandi Benford with Brian Johnson as alternate.
- k) Chief Administrative Officer
  - Wildwillow Enterprises Inc. – Wendy Wildman
- l) Auditor
  - Auditor Appointment – Seniuk & Company
- m) Solicitor
  - Patriot Law Group Onoway
- n) Assessor

SUMMER VILLAGE OF SOUTH VIEW  
ORGANIZATIONAL COUNCIL MEETING MINUTES  
WEDNESDAY, JUNE 28, 2017  
TOWN OF ONOWAY COUNCIL CHAMBERS

- Municipal Assessment Services Group – Dan Kanuka
  
- o) Development Authority
  - Diane Burtnick - Development Officer
  
- p) Subdivision & Development Appeal Board
  - Joint Subdivision and Development Appeal Board remain appointed
  
- q) Municipal Planning Commission
  - All of Council
  
- r) FOIP Coordinator
  - Val Chay – Wildwillow Enterprises Inc.
  
- s) Community Peace Officer
  - Town of Mayerthorpe Community Peace Officer Services Agreement – (Dwight Dawn)

**CARRIED**

**4. FINANCIAL**

Motion #146-17

**MOVED** by Deputy Mayor Ward 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, Garth Ward, Brian Johnson)
  - One signature to be the Chief Administrative Officer, Wendy Wildman or the Assistant Chief Administrative Officer, Heather Luhtala
  
- b) Banking Authority – Currently CIBC (in the process of transferring to ATB Financial)
  
- c) Council Remuneration Policy – Policy 1-01 as amended.
  
- d) Expense Reimbursement Policy – Policy 3-01 as amended.

**CARRIED**

SUMMER VILLAGE OF SOUTH VIEW  
ORGANIZATIONAL COUNCIL MEETING MINUTES  
WEDNESDAY, JUNE 28, 2017  
TOWN OF ONOWAY COUNCIL CHAMBERS

5. **MEETING DATES**

a. Regular Meeting Day

Motion #147-17

**MOVED** by Deputy Mayor Ward that regular Council meetings be scheduled on a date as set by Council recognizing that work schedules and other circumstances need to be accommodated, information to be posted on the Summer Village website.

**CARRIED**

b. Regular Meeting Time

Motion #148-17

**MOVED** by Deputy Mayor Ward that regular meetings of Council commence at a time as set by Council recognizing that work schedules and other circumstances need to be accommodated, information to be posted on the Summer Village website.

**CARRIED**

c. Regular Meeting Location

Motion #149-17

**MOVED** Deputy Mayor Ward that the regular meetings of Council take place at the Town of Onoway Council Chambers located at 4812-51 Street, Onoway, AB.

**CARRIED**

6. **ADJOURNMENT**

Mayor Benford declared the meeting adjourned at 9:36 a.m.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer