

Summer Village of Horseshoe Bay

Agenda

Organizational Meeting

Saturday, August 13, 2022

Held by ZOOM Electronic Meeting

11:00 p.m.

1. CALL MEETING TO ORDER
 - a. Additions to Agenda
2. ADOPTION OF AGENDA
3. ELECTIONS
 - a) Election of Mayor
 - b) Election of Deputy Mayor
 - c) Oath of Office: Mayor and Deputy Mayor
4. BANKING OFFICIALS
5. APPOINTMENTS:
 - a) Appointment of Auditor
 - b) Appointment of Legal Representation
 - c) Appointment as Development Authority & Development Office
 - d) Appointment as Subdivision Authority
 - e) Appointment to Intermunicipal Subdivision & Development Appeal Board
 - f) Appointment to Municipal Planning Commission (MPC)
 - g) Appointment to Intermunicipal Assessment Review Board (RARB)
 - h) Appointment to Regional Emergency Advisory Committee (REAC)
 - i) Appointment to IDP Intermunicipal Council Committee (IDP - ICC)
 - j) Appointment to ICF Intermunicipal Collaboration Committee (ICF - ICC)
 - k) Appointment of Weed Control Inspector
 - l) Appointment of Authorized User of Alberta Emergency Alert
 - m) Appointment of Elected Representative for STEP Ec. Dev. Alliance committee
6. NEXT MEETING
7. ADJOURNMENT



Summer Village of Horseshoe Bay

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Agenda Item Summary Report

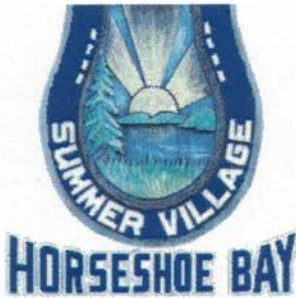
Agenda Items 3: Organizational Meeting - Elections

Meeting Date: August 13, 2022

Background

1. The CAO Calls the meeting to order, followed by nominations and election of Mayor & Deputy Mayor.
2. The newly elected Mayor & Deputy Mayor swear the "Oath of Office"
3. The CAO then turns the meeting over to the Mayor.

Recommendation/RFD/Comments



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Agenda Item 4) Banking Officials

Meeting Date: August 13, 2022 Organizational Meeting

Background/Discussion/Options

Annual resolution reappointing Servus Credit Union as Village bank and reappointing Gary Burns and/or Dave Amyotte and/or Margaret Laberge as signing authorities with Norman Briscoe to sign as administrator.

Recommendation/RFD/Comments

MOVED BY _____ that the Summer Village bank accounts remain at the St. Paul Servus Credit Union and that the signing officers for the Summer Village of Horseshoe Bay are as follows: Mayor Gary Burns and/or Dave Amyotte and/or Margaret Laberge sign in the mayors position and Norman Briscoe sign in the administrators position.

-Carried-



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Agenda Item 5: APPOINTMENTS: 5.a) to 5.h) and 5.k)

Meeting Date: August 13, 2022 Organizational Meeting

Background/Discussion/Options

The following appointments are made or renewed at the annual Organizational Meeting:

- 5.a) **Auditor:** Annual resolution reappointing J.M.D. Group LLP as the Summer Village auditors for 2022.
- 5.b) **Legal Representation:** Annual resolution appointing the legal firm of Reynolds, Mirth, Richards & Farmer to be retained as needed.
- 5.c) **Development Authority & Development Officer:** Reappoint Norman Briscoe, CAO as Village Development Authority & Development Officer.
- 5.d) **Sub-Division Authority:** Re-appoint Jane Dauphinee of Municipal Planning Services (2009) Ltd.
- 5.e) **Intermunicipal Subdivision & Development Appeal Board:** Re-appoint Wayne Overbo as member at large on the ISDAB and Norman Briscoe as Clerk.
- 5.f) **Municipal Planning Commission:** Appoint Mayor _____ as Chairman, Deputy Mayor _____ as Vice Chairman & Norman Briscoe, CAO, as Clerk.
- 5.g) **Intermunicipal Assessment Review Board:** (RARB) Re-appointment of Mayor Gary Burns as member and Norman Briscoe as Assistant Clerk, for 3 year term expiring in 2024.
- 5.h) **Regional Emergency Advisory Committee:** reappoint Marg Laberge & Dave Amyotte.
(Agenda Item Summary Reports for 5.i) and 5.j) are attached)
- 5.k) **Weed Control Inspector:** Re-appoint Norman Briscoe, CAO
- 5.l) **Authorized User of Emergency Alert:** Appoint Norman Briscoe
- 5.m) **STEP Committee Representative:** Appoint Dave Amyotte

Recommendation/RFD/Comments

The above appointments all require a motion/resolution for this year.

5.a) to h) +
k) n) & m)



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Agenda Item Summary Report

Agenda Item 5.i): IDP Intermunicipal Council Committee (IDP – ICC)

Meeting Date: August 13, 2022 Organizational Meeting

Background/Discussion/Options

IDP Intermunicipal Council Committee (IDP - ICC):

The municipalities shall establish an ICC to facilitate discussion on areas of mutual interest or concern. The ICC has no authority for formal decision-making.

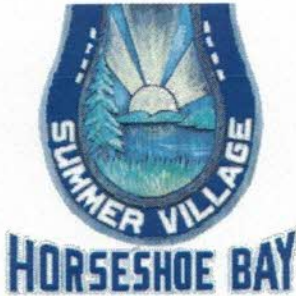
- a. The Committee consists of two (2) council members and the CAO of each municipality.
- b. ICC responsibilities include meeting twice a year to discuss issues of mutual interest.

The Intermunicipal Development Plan with the County of St. Paul No. 19, was approved by Bylaw 121/2019, on August 17, 2019.

Recommendation/RFD/Comments

MOVED BY _____ that council appoint CAO, Norman Briscoe, Councilor Dave Amyotte and Councilor Marg Laberge to the Intermunicipal Council Committee for the Intermunicipal Development Plan with the County of St. Pau No. 19.

-Carried-



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Agenda Item Summary Report

Agenda Item 5.j): ICF Intermunicipal Collaboration Committee (ICF – ICC)

Meeting Date: August 12, 2022 Organizational Meeting

Background/Discussion/Options

ICF Intermunicipal Collaboration Committee (IDP – ICC):

The Intermunicipal Collaboration Framework with the County of St. Paul No. 19, approved by Bylaw 127/2020, January 11, 2020, Section 4, established an Intermunicipal Collaboration Committee (ICC) consisting of four (4) elected members, (2 from each Party).

The committee shall meet on an as required basis to develop recommendations to the Councils on all matters of strategic direction and cooperation affecting the residents and ratepayers of both Parties. Either Party by giving at least 30 days notice may trigger the requirement for the Committee to hold a meeting.

Recommendation/RFD/Comments

MOVED BY _____ that council appoint Deputy Mayor Dave Amyotte and Councilor Marg Laberge to the Intermunicipal Collaboration Committee for the Intermunicipal Collaboration Framework with the County of St. Paul No. 19.

-Carried-

5.j)