

SUMMER VILLAGE OF SOUTH VIEW  
ORGANIZATIONAL COUNCIL MEETING MINUTES  
WEDNESDAY, JULY 19, 2023  
2317 TWP ROAD 545, LAC STE. ANNE COUNTY  
MEETING HELD IN PERSON AND VIA ZOOM

PRESENT:            Sandi Benford            -            Councillor  
                         Brian Johnson            -            Councillor  
                         James Woslyng           -            Councillor  
  
                         Wendy Wildman           -            Chief Administrative Officer (CAO)  
                         Angela Duncan           -            Assistant CAO  
                         Heather Luhtala           -            Administration

PUBLIC AT LARGE: 0

1.    **CALL TO ORDER**

The meeting was called to order at 11:19 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 #102-23

**MOVED** by Councillor Woslyng 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 #103-23

**MOVED** by Councillor Woslyng 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 #104-23

**MOVED** by Councillor Woslyng that the following committee appointments and confirmations be approved:

- 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
  - as per agreement with Town of Mayerthorpe
- 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 #105-23

**MOVED** by Mayor Benford 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 #106-23

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

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**CARRIED**

PUBLIC PARTICIPATION POLICY & PUBLIC PARTICIPATION PLAN

Motion #107-23

**MOVED** by Mayor Benford 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**

COUNCIL CODE OF CONDUCT BYLAW

Motion #108-23

**MOVED** by Mayor Benford that Council acknowledges it has received and reviewed the Summer Village of South View Council Codes of Conduct Bylaw 203-2018 as presented.

**CARRIED**

**5. FINANCIAL**

Motion #109-23

**MOVED** by Councillor Woslyng 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, Angela Duncan
- b) Banking Authority – ATB Financial.
- c) Remuneration/Reimbursement – Policy C-COU-REM-1.

**CARRIED**

**6. MEETING DATES**

a. Regular Meeting Day/Times

Motion #110-23

**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 #111-23

**MOVED** by Councillor Woslyng that the regular meetings of Council take place at 2317 TWP Road 545, Lac Ste. Anne County, AB.

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**CARRIED**

c. Notification of Council & Council Committee Meetings  
Motion #112-23

**MOVED** by Mayor Benford 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 #113-23

**MOVED** by Councillor Woslyng that the named municipal office location be confirmed as 2317 TWP Road 545, Lac Ste. Anne County, AB.

**CARRIED**

8. ADJOURNMENT

Mayor Benford declared the meeting adjourned at 11:30 a.m.

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Mayor, Sandi Benford

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Chief Administrative Officer, Wendy Wildman