MINUTES OF THE ORGANIZATIONAL MEETING OF COUNCIL
FOR THE SUMMER VILLAGE OF BETULA BEACH, IN THE PROVINCE OF ALBERTA,
HELD ON TUESDAY, AUGUST 29, 2023 AT 5:00PM VIA TELECONFERENCE/VIDEO CONFERENCE

	PRESENT	Councillors: Rob Dickie via video conference Monty Wood via video conference Peter Wilkes via video conference Administration: Emily House, CAO via video conference There was one member of the Public present.
1.	CALL TO ORDER	Chief Administrative Officer, Emily House, called the August 12, 2024 Organizational Council Meeting to order at 5:00 PM.
2.	AGENDA 2.1 Agenda – August 12, 2024 Motion No. ORG001-24	**MOVED** by Councillor Dickie that the August 12, 2024 Organizational Meeting Agenda be approved as presented. **CARRIED**
3.	NOMINATIONS 3.1 Mayor	Chief Administrative Officer House asked for nominations for the position of Mayor. Councillor Wood nominated Councillor Rob Dickie for the position of Mayor. Councillor Dickie accepted the nomination for the position of Mayor. Chief Administrative Officer House asked if there were any further nominations. There were none.
	Motion No. ORG002-24	**MOVED** by Councillor Wilkes that nominations cease for the position of Mayor. **CARRIED** Councillor Dickie was declared Mayor and chaired the rest of the meeting.
	3.2 Deputy Mayor	Mayor Dickie asked for nominations for the position of Deputy Mayor. Councillor Wilkes nominated Councillor Wood for the position of Deputy Mayor. Councillor Wood accepted the nomination for the position of Deputy Mayor. Mayor Dickie asked if there were any further nominations. There were none.
	Motion No. ORG003-24	**MOVED** by Mayor Dickie that nominations cease for the position of Deputy Mayor. **CARRIED** Councillor Wood was declared Deputy Mayor.
	3.3 Councillor	Councillor Wilkes was declared Councillor.

4.	COMMITTEES 4.1 Committee Appointments Motion No. ORG004-24	**MOVED** BY Mayor Dickie that the following committee appointments be approved. • Administration - Mayor Dickie • Municipal Planning - Mayor Dickie, Deputy Mayor Wood, and Councillor Wilkes • Parks and Recreation - Mayor Dickie, Deputy Mayor Wood, and Councillor Wilkes • Community Services - Mayor Dickie, Deputy Mayor Wood, and Councillor Wilkes • Public Works - Mayor Dickie, Deputy Mayor Wood, and Councillor Wilkes • Capital Regional Assessment Services Commission - Mayor Dickie, Alternate – Deputy Mayor Wood • Emergency Management Advisory Committee – Mayor Dickie, Deputy Mayor Wood, and Councillor Wilkes • Intermunicipal Development Plan Committee – Mayor Dickie and Deputy Mayor Wood **CARRIED**
5.	COUNCIL REMUNERATION 5.1 Councillor Remuneration Motion No. ORG005-24	**MOVED** BY Mayor Dickie that Council remuneration remain set at $100.00 per month. **CARRIED**
6.	BANKING INSTITUTION 6.1 Banking Institution Confirmation Motion No. ORG006-24	**MOVED** BY Mayor Dickie that the Summer Village of Betula Beach bank account remain with ATB Financial, Onoway Branch and temporarily with Royal Bank of Canada, Spruce Grove Branch until account is closed. **CARRIED**
7.	SIGNING AUTHORITY 7.1 Signing Authority Motion No. ORG007-24	**MOVED** BY Deputy Mayor Wood that the signing authority be designated as Members of Council Rob Dickie, Peter Wilkes, Montgomery Wood and Chief Administrative Officer Emily House with two signatures required, one being a member of Council and one being CAO Emily House and in the absence of the CAO, then a designate as appointed by Council. **CARRIED**
8.	ADMINISTRATION OFFICE 8.1 Administration Office Motion No. ORG008-24	**MOVED** BY Councillor Wilkes that the Summer Village of Betula Beach Administration Office remain at 31 Lakeshore Drive, Sandy Beach, AB with mailing address being Box 1075, Onoway, AB T0E 1V0. **CARRIED**

9.	MEETING DATES 9.1 Meeting Dates Motion No. ORG009-24	**MOVED** BY Mayor Dickie that regular meeting date and time be determined by Council during the previous meeting. **CARRIED**
10.	CONFIRMATION OF CAO APPOINTMENT 10.1 Confirmation of CAO Motion No. ORG010-24	**MOVED** BY Deputy Mayor Wood that Emily House be confirmed as the Municipality's Chief Administrative Officer. **CARRIED**
11.	CONFIRMATION OF AUDITOR 11.1 Confirmation of Auditor Motion No. ORG011-24	**MOVED** BY Councillor Wilkes that Seniuk and Company Chartered Accounts be confirmed as the Municipality's Auditor. **CARRIED**
12.	CONFIRMATION OF SOLICITOR 12.1 Confirmation of Solicitor Motion No. ORG012-24	**MOVED** BY Mayor Dickie that Brownlee LLP and Patriot Law be confirmed as Solicitor for the Municipality. **CARRIED**
13.	CONFIRMATION OF ASSESSOR APPOINTMENT 13.1 Confirmation of Assessor Motion No. ORG013-24	**MOVED** BY Deputy Mayor Wood that KCL Consulting as represented by Kevin Lawerence, be confirmed as the Municipality's assessor, with assessment appeals handled through the Capital Region Assessment Services Commission. **CARRIED**
14.	CONFIRMATION OF DEVELOPMENT OFFICER 14.1 Confirmation of Development Officer Motion No. ORG014-24	**MOVED** BY Councillor Wilkes that Tony Sonnleitner be confirmed as the Municipality's Development Officer. **CARRIED**
15.	CONFIRMATION OF SUBDIVISION AUTHORITY 15.1 Confirmation of Subdivision Authority Motion No. ORG015-24	**MOVED** BY Mayor Dickie that Jane Dauphinee be confirmed as the Subdivision Authority. **CARRIED**

16.	**CONFIRMATION OF SUBDIVISION & DEVELOPMENT APPEAL BOARD MEMBERS**	
	16.1 Confirmation of SDAB Appeal Board Members Motion No. ORG016-24	**MOVED** BY Deputy Mayor Wood that Jason Shewchuk, Rainbow Williams, John Roznicki, Denis Meier, Jamie Kraley, John McIvor, and Chris Zaplotinsky be confirmed as Subdivision and Development Appeal Board Members. **CARRIED**
17.	**CONFIRMATION OF SUBDIVISION & DEVELOPMENT APPEAL BOARD CLERK**	
	17.1 Confirmation of SDAB Appeal Board Clerk Motion No. ORG017-24	**MOVED** BY Councillor Wilkes that Emily House, Janet Zaplotinsky and Kathy McCarthy be confirmed as Subdivision and Development Board Clerks. **CARRIED**
18.	**CONFIRMATION OF FOIP COORDINATOR**	
	18.1 Confirmation of FOIP Coordinator Motion No. ORG018-24	**MOVED** BY Councillor Wilkes that the Chief Administrative Officer act as the FOIP Coordinator for the Municipality. **CARRIED**
19.	**ADJOURNMENT**	
	19.1 Adjournment Motion No. ORG019-24	**MOVED** BY Deputy mayor that the August 12, 2024 Organizational Meeting be adjourned at 5:06 PM. **CARRIED**

Mayor

Chief Administrative Officer