MINUTES OF THE ORGANIZATIONAL MEETING OF COUNCIL OF THE SUMMER VILLAGE OF BETULA BEACH, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY, JULY 21, 2021 AT 4:30PM 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 were no members of the Public present.
1.	**CALL TO ORDER**	Chief Administrative Officer, Emily House, called the July 21, 2021 Regular Council Meeting to order at 4:32p.m.
2.	**AGENDA** 2.1 Motion No. ORG001-21 Agenda – July 21, 2021	**MOVED** by Deputy Mayor Wood that the July 21, 2021 Organizational Meeting Agenda be approved as presented. **CARRIED**
3.	**NOMINATIONS AND OATH OF OFFICES** 3.1 Motion No. ORG002-21 Nominations for Mayor	Chief Administrative Officer House asked for nominations for the position of Mayor. Councillor Wood nominated Councillor Dickie for the position of Mayor. Chief Administrative Officer House asked if there were any further nominations. There were none. **MOVED** by Councillor Wilkes that nominations cease for the position of Mayor. **CARRIED** Councillor Dickie accepted the position of Mayor, took the Oath of Office and chaired the rest of the meeting.
	3.1 Motion No. ORG003-21 Nominations for Deputy Mayor	Mayor Dickie asked for nominations for the position of Deputy Mayor. Councillor Wilkes nominated Councillor Wood for the position of Deputy Mayor. Mayor Dickie asked if there were any further nominations. There were none. **MOVED** by Councillor Wilkes that nominations cease for the position of Deputy Mayor. **CARRIED** Councillor Wood accepted the position of Deputy Mayor and took the Oath of Office.

4.	**COMMITTEES** 4.1 Motion No. ORG004-21 Committee Appointments	MOVED BY Councillor Wood 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 Councillor Wilkes **CARRIED**
5.	**COUNCIL REMUNERATION** Motion No. ORG005-21	**MOVED** BY Mayor Dickie that Council remuneration remain set at $100.00 per month. **CARRIED**
6.	**BANKING INSTITUTION** Motion No. ORG006-21	**MOVED** BY Councillor Wilkes that the Summer Village of Betula Beach bank account remain with the Royal Bank of Canada, Spruce Grove Branch. **CARRIED**
7.	**SIGNING AUTHORITY** Motion No. ORG007-21	**MOVED** BY Mayor Dickie 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** Motion No. ORG008-21	**MOVED** BY Mayor Dickie that the Summer Village of Betula Beach Administration Office remain at 31 Lakeshore Drive, Sandy Beach, AB with mailing address being Site 1, Box 157, RR 1, Onoway, AB T0E 1V0. **CARRIED**

9.	**MEETING DATES** Motion No. ORG009-21	**MOVED** BY Councillor Wilkes that regular meeting date and time be determined by Council during the previous meeting. **CARRIED**
10.	**CONFIRMATION OF CAO APPOINTMENT** Motion No. ORG010-21	**MOVED** BY Deputy Mayor Wood that Emily House be confirmed as the Municipality's Chief Administrative Officer. **CARRIED**
11.	**CONFIRMATION OF AUDITOR** Motion No. ORG011-21	**MOVED** BY Deputy Mayor Wood that Seniuk and Company Chartered Accounts be confirmed as the Municipality's Auditor. **CARRIED**
12.	**CONFIRMATION OF SOLICITOR APPOINTMENT** Motion No. ORG012-21	**MOVED** BY Councillor Wilkes that Brownlee LLP and Patriot Law be confirmed as Solicitor for the Municipality. **CARRIED**
13.	**CONFIRMATION OF ASSESSOR APPOINTMENT** Motion No. ORG013-21	**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** Motion No. ORG014-21	**MOVED** BY Deputy Mayor Wood that Tony Sonnleitner be confirmed as the Municipality's Development Officer. **CARRIED**

15.	**CONFIRMATION OF SUBDIVISION AUTHORITY** Motion No. ORG015-21	**MOVED** BY Mayor Dickie that Jane Dauphinee be confirmed as the Subdivision Authority. **CARRIED**
16.	**CONFIRMATION OF SUBDIVISION & DEVELOPMENT APPEAL BOARD MEMBERS** Motion No. ORG016-21	**MOVED** BY Mayor Dickie that Jason Shewchuk, Rainbow Williams, John Roznicki, Denis Meier, Jamie Kraley, John McIvor, Gerald Stark and Chris Zaplotinsky be confirmed as Subdivision and Development Appeal Board Members. **CARRIED**
17.	**CONFIRMATION OF SUBDIVISION & DEVELOPMENT APPEAL BOARD CLERK** Motion No. ORG017-21	**MOVED** BY Deputy Mayor Wood that Emily House and Karen Provence be confirmed as Subdivision and Development Appeal Board Clerks. **CARRIED**
18.	**CONFIRMATION OF FOIP COORDINATOR** Motion No. ORG018-21	**MOVED** BY Mayor Dickie that the Chief Administrative Officer act as the FOIP Coordinator for the Municipality. **CARRIED**
19.	**ADJOURNMENT** Motion No. ORG019-21	**MOVED** BY Councillor Wilkes that the July 21, 2021 Organizational Meeting be adjourned at 4:52pm. **CARRIED**

Mayor

Chief Administrative Officer