MINUTES OF THE ORGANIZATIONAL MEETING OF COUNCIL OF 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 were three members of the Public present.
1.	**CALL TO ORDER**	Chief Administrative Officer, Emily House, called the August 29, 2023 Organizational Council Meeting to order at 5:01 PM.
2.	**AGENDA**	
	2.1 Motion No. ORG001-23 Agenda – August 27, 2023	**MOVED** by Mayor Rob Dickie that the August 27, 2023 Organizational Meeting Agenda be approved as presented. **CARRIED**
3.	**NOMINATIONS**	
	3.1 Motion No. ORG002-23 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. **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 Motion No. ORG003-23 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. **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 Motion No. ORG004-23 Committee Appointments	**MOVED** BY Deputy Mayor 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 Deputy Mayor Wood **CARRIED**
5.	**COUNCIL REMUNERATION**	
	5.1 Motion No. ORG005-23 Councillor Remuneration	**MOVED** BY Mayor Dickie that Council remuneration remain set at $100.00 per month. **CARRIED**
6.	**BANKING INSTITUTION**	
	6.1 Motion No. ORG006-23 Banking Institution Confirmation	**MOVED** BY Mayor Dickie that the Summer Village of Betula Beach bank account remain with the Royal Bank of Canada, Spruce Grove Branch. **CARRIED**
7.	**SIGNING AUTHORITY**	
	7.1 Motion No. ORG007-23 Signing Authority	**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**	
	8.1 Motion No. ORG008-23 Administration Office	**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 Box 1075, Onoway, AB T0E 1V0. **CARRIED**
9.	**MEETING DATES**	
	9.1 Motion No. ORG009-23 Meeting Dates	**MOVED** BY Deputy Mayor Woods that regular meeting date and time be determined by Council during the previous meeting.

		CARRIED
10.	**CONFIRMATION OF CAO APPOINTMENT** 10.1 Motion No. ORG010-23 Confirmation of CAO	**MOVED** BY Mayor Dickie that Emily House be confirmed as the Municipality's Chief Administrative Officer. **CARRIED**
11.	**CONFIRMATION OF AUDITOR** 11.1 Motion No. ORG011-23 Confirmation of Auditor	**MOVED** BY Mayor Dickie that Seniuk and Company Chartered Accounts be confirmed as the Municipality's Auditor. **CARRIED**
12.	**CONFIRMATION OF SOLICITOR** 12.1 Motion No. ORG012-23 Confirmation of Solicitor	**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 Motion No. ORG013-23 Confirmation of Assessor	**MOVED** BY Mayor Dickie 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 Motion No. ORG014-23 Confirmation of Development Officer	**MOVED** BY Mayor Dickie that Tony Sonnleitner be confirmed as the Municipality's Development Officer. **CARRIED**
15.	**CONFIRMATION OF SUBDIVISION AUTHORITY** 15.1 Motion No. ORG015-23 Confirmation of Subdivision Authority	**MOVED** BY Mayor Dickie that Jane Dauphinee be confirmed as the Subdivision Authority. **CARRIED**
16.	**CONFIRMATION OF SUBDIVISION & DEVELOPMENT APPEAL BOARD MEMBERS** 16.1 Motion No. ORG016-23 Confirmation of SDAB Appeal Board Members	**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** 17.1 Motion No. ORG017-23 Confirmation of SDAB Appeal Board Clerk	**MOVED** BY Mayor Dickie that Emily House, Janet Zaplotinsky and Kathy McCarthy be confirmed as Subdivision and Development Board Clerks. **CARRIED**
18.	**CONFIRMATION OF FOIP COORDINATOR** 18.1 Motion No. ORG018-23 Confirmation of FOIP Coordinator	**MOVED** BY Mayor Dickie that the Chief Administrative Officer act as the FOIP Coordinator for the Municipality. **CARRIED**
19.	**ADJOURNMENT** 19.1 Motion No. ORG019-23 Adjournment	**MOVED** BY Mayor Dickie that the August 29, 2023 Organizational Meeting be adjourned at 5:09 PM. **CARRIED**

Mayor

Chief Administrative Officer