

SUMMER VILLAGE OF SUNSET BEACH  
ORGANIZATIONAL MEETING MINUTES  
FRIDAY, AUGUST 9, 2024  
945 BAPTISTE DRIVE, WEST BAPTISTE

PRESENT: Council: Councillor Mark Lindskoog  
Councillor Tim Evans

Absent: Councillor Fred Black

Attendance: No Members of the public

Administration: Kim Bancroft, Chief Administrative Officer

	MOTION #	
1.	<b>CALL TO ORDER</b>	Kim Bancroft called the meeting to order at 12:20 pm.
2.	<b>AGENDA</b> 001-08-09-2024	<b>MOVED</b> by Tim Evans that the agenda be approved as presented. <b>CARRIED</b>
3.	<b>NOMINATIONS</b> Mayor 002-08-09-2024  Deputy Mayor 003-08-09-2024  Councillor	Kim Bancroft called for nominations for Mayor.  Tim Evans nominated Mark Lindskoog for Mayor.  <b>MOVED</b> by Tim Evans that nominations for Mayor cease.  Mark Lindskoog was declared Mayor and took the Oath of Office in 2021. <b>CARRIED.</b>  Kim Bancroft called for nominations for Deputy Mayor.  Mark Lindskoog nominated Tim Evans for Deputy Mayor.  <b>MOVED</b> by Mayor Lindskoog that nominations cease.  Tim Evans was declared Deputy Mayor and took the Oath of Office in 2021. <b>CARRIED.</b>  Fred Black is a Councillor and took the Oath of Office in 2021.

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<b>4.</b>	<b>MEETING SCHEDULE</b> 004-08-09-2024	<b>MOVED</b> by Mayor Lindskoog that meetings be as per the schedule presented but are subject to change. Future meetings to be held at 945 Baptiste Drive or via Zoom Video Conferencing.  <b>CARRIED</b>
<b>5.</b>	<b>SIGNING AUTHORITIES</b> 005-08-09-2024	<b>MOVED</b> by Deputy Mayor Evans that All of Council and All of administration have signing authority, with signatures being required of one administration and one councillor.  <b>CARRIED</b>
<b>6.</b>	<b>APPOINTMENTS</b>	
	006-08-09-2024 (Chief Administrative Officer)	<b>MOVED</b> by Deputy Mayor Evans that Kim Bancroft be appointed Chief Administrative Officer for the Summer Village of Sunset Beach.  <b>CARRIED</b>
	007-08-09-2024 (Banking Authority)	<b>MOVED</b> by Mayor Lindskoog that ATB remain as banking authority for the Summer Village of Sunset Beach.  <b>CARRIED</b>
	008-08-09-2024 (Development Officer)	<b>MOVED</b> by Deputy Mayor Evans that Kim Bancroft be appointed Development Officer for the Summer Village of Sunset Beach.  <b>CARRIED</b>
	009-08-09-2024 (Auditor)	<b>MOVED</b> by Mayor Lindskoog that Seniuk & Company be appointed as Auditor for the 2024 Financial year for the Summer Village of Sunset Beach.  <b>CARRIED</b>
	010-08-09-2024 (Municipal Assessor)	<b>MOVED</b> by Mayor Lindskoog that Municipal Assessment Services be appointed the Assessor for the Summer Village of Sunset Beach.  <b>CARRIED</b>
	011-08-09-2024 (Planner)	<b>MOVED</b> by Deputy Mayor Evans that Jane Dauphinee of Municipal Planning Services be appointed the Municipal Planner for the Summer Village of Sunset Beach.  <b>CARRIED</b>

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<p>012-08-09-2024 (Subdivision Authority)</p>	<p><b>MOVED</b> by Mayor Lindskoog that Jane Dauphine of Municipal Planning Services be appointed the Subdivision Authority for the Summer Village of Sunset Beach.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<p>013-08-09-2024 (Assessment Review Board Authority)</p>	<p><b>MOVED</b> by Mayor Lindskoog that the Capital Region Assessment Services Commission (CRASC) be appointed as the Assessment Review Board for the Summer Village.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<p>014-08-09-2024 (Subdivision &amp; Development Appeal Board Authority)</p>	<p><b>MOVED</b> by Deputy Mayor Evans that the Subdivision &amp; Development Appeal Board members be appointed as needed.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<p>015-08-09-2024 (Solicitor – AUMA))</p>	<p><b>MOVED</b> by Councillor Evans that a Solicitor working through the Alberta Urban Municipalities Association be appointed Solicitor for the Summer Village of Sunset Beach.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<p>016-08-09-2024 (Winter Road Coordinator)</p>	<p><b>MOVED</b> by Deputy Mayor Evans that Councillor Black be appointed the Winter Road Coordinator for the Summer Village of Sunset Beach.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<p>017-08-09-2024 (General Road Maintenance)</p>	<p><b>MOVED</b> by Mayor Lindskoog that All of Council be appointed to the General Road Maintenance for the Summer Village of Sunset Beach.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<p>018-08-09-2024 (Athabasca Regional Waste Services Management Commission)</p>	<p><b>MOVED</b> by Deputy Mayor Evans that Curtis Schoepp, Mayor of the Summer Village of Whispering Hills, be appointed to the Athabasca Regional Waste Services Management Commission for the Summer Village of Sunset Beach.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<p>019-08-09-2024 (Lake Stewardship BAILS)</p>	<p><b>MOVED</b> by Mayor Lindskoog that Councillor Black be appointed to the Baptiste and Island Lakes Stewardship Society (BAILS) for the Summer Village of Sunset Beach.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<p>020-08-09-2024 (Summer Village Municipal Office)</p>	<p><b>MOVED</b> by Deputy Mayor Evans that the summer village Municipal Office be located at 64 Newcastle Road, Sherwood Park, AB T8A 6K8.</p> <p style="text-align: right;"><b>CARRIED</b></p>

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	021-08-09-2024 (Council Remuneration & Mileage)	<b>MOVED</b> by Deputy Mayor Evans that the Council expense reimbursement claim remain at \$200.00 per Councillor per month, while mileage will be whatever the CRA current mileage rate is (currently \$0.70)  <b>CARRIED</b>
	022-08-09-2024 (Director of Emergency Management)	<b>MOVED</b> by Mayor Lindskoog that Athabasca County be appointed the Director of Emergency Management for the Summer Village of Sunset Beach.  <b>CARRIED</b>
<b>7.</b>	<b>OTHER ITEMS:</b>	N/A
<b>8.</b>	<b>ADJOURNMENT</b>	The meeting adjourned at 12:30 pm.

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Mayor, Mark Lindskoog

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CAO, Kim Bancroft