

**SUMMER VILLAGE OF POPLAR BAY
ORGANIZATIONAL MEETING
FRIDAY, AUGUST 17, 2018 at 3:00 P.M.
SUMMER VILLAGES OFFICE
605-2ND Avenue, MA-ME-O BEACH, ALBERTA**

MINUTES

Present:

Councillor Fraser Hubbard
Councillor Brian Meaney
Councillor Gary Carew
CAO Sylvia Roy

CALL TO ORDER

CAO Sylvia Roy called the Organizational Meeting of Poplar Bay to order at 3:03 p.m.

A. APPOINTMENT OF MAYOR AND DEPUTY MAYOR

Res. #18-89

Moved by Councillor Carew that Councillor Hubbard be appointed as Mayor.

CARRIED

Res. #18-90

Moved by Councillor Carew that Councillor Meaney be appointed as Deputy Mayor.

CARRIED

Mayor Hubbard assumed the Chair at 2:03 pm.

B. APPOINTMENTS:

1. Auditor:

Res. #18-91

Moved by Mayor Hubbard that Seniuk and Company be appointed as Auditor for the Summer Village of Poplar Bay.

CARRIED

2. Assessor:

Res. #18-92

Moved by Councillor Carew that Grant Clark of KCL Consulting. Ltd be appointed as Assessor for the Summer Village of Poplar Bay.

CARRIED

3. Capital Region Assessment Services Commission:

Res. #18-93

Moved by Mayor Hubbard that Councillor Carew be appointed as representative to the Capital Region Assessment Services Commission.

CARRIED

4. Pigeon Lake Summer Village Strategic Alliance

Res. #18-94

Moved by Mayor Hubbard that Councillor Carew be appointed as representative to the Pigeon Lake Summer Village Strategic Alliance for the Summer Village of Poplar Bay.

CARRIED

5. Alliance of Pigeon Lake Municipalities :

Res. #18-95

Moved by Councillor Carew that Deputy Mayor Meaney represent the Summer Village of Poplar Bay on the Alliance of Pigeon Lake Municipalities.

CARRIED

6. Joint Services Committee :

Res. #18-96

Moved by Councillor Carew that Mayor Hubbard represent the Summer Village of Poplar Bay on the Joint Services Committee.

CARRIED

7. Public Works:

Res. #18-97

Moved by Mayor Hubbard that Deputy Mayor Meaney be appointed as Public Works Chairman.

CARRIED

8. Regional Emergency Management Agency:

Res. #18-98

Moved by Councillor Carew that Mayor Hubbard represent the Summer Village on the Regional Emergency Management Agency.

CARRIED

9. Development Officer

Res. #18-99

Moved by Mayor Hubbard that Paula Lamoureux be appointed Development Officer for the Summer Village of Poplar Bay.

CARRIED

10. Subdivision and Development Appeal Board:

Res. #18-100

Moved by Mayor Hubbard that the Board shall consist of three members of the public, from the following roster: Brian Keeler, Al Greenslade, Pete Langelle and John Slater.

CARRIED

Res. #18-101

Moved by Mayor Hubbard that Sylvia Roy serve as Clerk to the Subdivision & Development Appeal Board.

CARRIED

Res. #18-102

Moved by Councillor Carew that the SDAB honorarium be \$125 per hearing.

CARRIED

11. Yellowhead Regional Library

Res. #18-103

Moved by Deputy Mayor Meaney that Mayor Hubbard be appointed as representative to the Yellowhead Regional Library.

CARRIED

12. Intermunicipal Development Plan (IDP) Committee

Res. #18-104

Moved by Mayor Hubbard that Councillor Carew be appointed as the Poplar Bay representative for the IDP Committee.

CARRIED

13. Family & Community Support Services (FCSS) Committee

Res. #18-105

Moved by Deputy Mayor Meaney that Mayor Hubbard be appointed as the Poplar Bay representative for the FCSS Committee.

CARRIED

14. South Pigeon Lake Regional Wastewater Commission

Res. #18-106

Moved by Councillor Carew that Deputy Mayor Meaney be appointed as the Poplar Bay representative for the South Pigeon Lake Regional Wastewater Commission.

CARRIED

15. South Side Wastewater Committee

Res. #18-107

Moved by Mayor Hubbard that Deputy Mayor Meaney be appointed as the Poplar Bay representative for the South Side Wastewater Committee.

CARRIED

16. Covenant Bay Bible Camp

Res. #18-108

Moved by Councillor Carew that Mayor Hubbard be appointed as the elected representative for the Covenant Bay Bible Camp "good neighbor" committee.

CARRIED

Res. #18-109

Moved by Deputy Mayor Meaney that Ms. Deb McDaniel serve as the public member for the Covenant Bay Bible Camp "good neighbor" committee.

CARRIED

C. SIGNING AUTHORITY

Res. #18-110

Moved by Deputy Mayor Meaney to approve the signing authority for Sylvia Roy, Chief Administrative Officer; Gail Coleman, Assistant Chief Administrative Officer, Jeff Riege, Chief Financial Officer and Poplar Bay Council Members Fraser Hubbard, Gary Carew and Brian Meaney.

CARRIED

D. AUTHORIZED CONTACTS

Res. #18-111

Moved by Mayor Hubbard that authorized contacts for the Alberta Treasury Branch bank accounts are Sylvia Roy, Chief Administrative Officer; Jeff Riege, Chief Financial Officer; Gail Coleman, Assistant Chief Administrative Officer and Rose Mary Peel, Accounting Clerk.

CARRIED

E. ADJOURNMENT

Res. #18-112

Moved by Councillor Carew to adjourn the meeting at 3:09 pm.

CARRIED



Fraser Hubbard, Mayor
Summer Village of Poplar Bay



Sylvia Roy, C.A.O.
Summer Village of Poplar Bay