

**SUMMER VILLAGE OF POPLAR BAY
ORGANIZATIONAL MEETING
WEDNESDAY, AUGUST 7, 2019 at 2:00 P.M.
SUMMER VILLAGES OFFICE
605-2ND Avenue, MA-ME-O BEACH, ALBERTA**

MINUTES

Present:

Councillor Fraser Hubbard
Councillor Gary Carew
CAO Sylvia Roy

Regrets: Councillor Brian Meaney

CALL TO ORDER

CAO Sylvia Roy called the Organizational Meeting of Poplar Bay to order at 2:16 p.m.

A. APPOINTMENT OF MAYOR AND DEPUTY MAYOR

Res. #19-122

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

CARRIED

Res. #19-123

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

CARRIED

Mayor Hubbard assumed the Chair at 2:18 pm.

B. APPOINTMENTS:

1. Auditor:

Res. #19-124

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

CARRIED

2. Assessor:

Res. #19-125

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. #19-126

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. #19-127

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. #19-128
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. #19-129
Moved by Councillor Carew that Mayor Hubbard represent the Summer Village of Poplar Bay on the Joint Services Committee.

CARRIED

7. Public Works:
Res. #19-130
Moved by Councillor Carew that Deputy Mayor Meaney be appointed as Public Works Chairman.

CARRIED

8. Regional Emergency Management Agency:
Res. #19-131
Moved by Councillor Carew that Mayor Hubbard represent the Summer Village on the Regional Emergency Management Agency.

CARRIED

9. Development Officer
Res. #19-132
Moved by Mayor Hubbard that Paula Lamoureux and Judy McCardia be appointed Development Officers for the Summer Village of Poplar Bay.

CARRIED

10. Subdivision and Development Appeal Board:
Res. #19-133
Moved by Mayor Hubbard that the Board shall consist of three members of the public, from the following roster: Arnold Moerth, Brian Keeler, John Slater, Pete Langelie, Al Greenslade, Phil Pawlyk and Bob Mieske.

CARRIED

Res. #19-134
Moved by Mayor Hubbard that Sylvia Roy serve as Clerk to the Subdivision & Development Appeal Board.

CARRIED

Res. #19-135
Moved by Councillor Carew that the SDAB honorarium be \$125 per hearing.

CARRIED

11. Yellowhead Regional Library
Res. #19-136
Moved by Councillor Carew that Mayor Hubbard be appointed as representative to the Yellowhead Regional Library.

CARRIED

12. Intermunicipal Development Plan (IDP) Committee
Res. #19-137
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. #19-138

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

CARRIED

14. South Pigeon Lake Regional Wastewater Commission

Res. #19-139

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. #19-140

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

CARRIED

C. SIGNING AUTHORITY

Res. #19-141

Moved by Mayor Hubbard 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. #19-142

Moved by Councillor Carew 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. #19-143

Moved by Councillor Carew to adjourn the meeting at 2:24 pm.

CARRIED



Fraser Hubbard, Mayor
Summer Village of Poplar Bay



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