

**AGENDA FOR THE ORGANIZATIONAL MEETING OF COUNCIL FOR THE  
SUMMER VILLAGE OF ROSS HAVEN IN THE PROVINCE OF ALBERTA TO  
BE HELD ON AUGUST 10, 2023 AT THE ONOWAY CIVIC CENTRE – PUBLIC  
PARTICIPATION IN-PERSON AND VIA ZOOM COMMENCING AT 7:00 P.M.**

- 1) Call to Order (By CAO)
- 2) Acceptance of Agenda for August 10, 2023 Organizational Meeting.
- 3) Election of Mayor – Nominations.
- 4) Election of Deputy Mayor – Nominations.
- 5) Swearing in of the Mayor, Deputy Mayor
- 6) Appointment of Committee Appointee's:
  - a) Emergency Management/Disaster Services Dieter (Alternate \_\_\_\_\_)
  - b) Regionalization and Shared Services Ray (Alternate \_\_\_\_\_)
  - c) Onoway Regional Medical Clinic Lolita (Alternate \_\_\_\_\_)
  - d) North 43 Lagoon Commission Dieter (Alternate \_\_\_\_\_)
  - e) Highway 43 East Waste Commission Lolita (Alternate \_\_\_\_\_)
  - f) WILD Regional Water Commission Ray
  - g) FCSS All members of Council
  - h) Onoway Regional Fire Services Lolita (Alternate \_\_\_\_\_)
  - i) Summer Villages of Lac Ste. Anne County E. Lolita (Alternate \_\_\_\_\_)Other appointments: Lake Isle & Lac Ste Anne Water Quality Management Society, Inter-Municipal Collaboration (ICF) / Inter-Municipal Development Plan, East End Bus, Yellowhead Regional Library, Lac Ste. Anne Foundation, and Alberta Summer Villages Association.
- 7) Confirmation of Municipal Auditor – Seniuk & Company.
- 8) Confirmation of FOIP Coordinator – CAO, Tony Sonnleitner
- 9) Appointment of Integrity Commissioner – NO INCUMBANT AT THIS TIME
- 10) Appointment / Confirmation of Community Peace Officer – Currently CAO
- 11) Confirmation of Subdivision Authority – All of Council
- 12) Confirmation of Chief Administrative Officer – Tony Sonnleitner
- 13) Confirmation of Legal Counsel – Reynolds Mirth Richards & Farmer
- 14) Appointment of Municipal Assessor – Dan Kanuka – Municipal Assessment Services Group
- 15) DESIGNATED OFFICERS
  - a) Confirmation of Municipal Assessor – Dan Kanuka – Municipal Assessment Services Group
  - b) Confirmation of Development Officer – Tony Sonnleitner
  - c) Appointment of Assessment Review Board Clerk – Gerryl Amorin, Capital Region Assessment Services Commission
  - d) Confirmation of Weed Inspector – Jackie Gamblin

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16) Subdivision & Development Appeal Board – Designates from Lac Ste. Anne County, being: Stacey Wagner, Jane Holman, Cindy Suter, and Trinity Hindes, per SDAB contract, be appointed as Clerks of the SDAB and Designated Officers of the Municipality.

17) Assessment Review Board – Designates from Capital Region Assessment Services Commission.

18) FINANCIAL CONFIRMATION

a) Signing Authority – All of Council and CAO

- Currently two signatures required
- One signature to any member of Council
- One signature to be CAO, Tony Sonnleitner

b) Banking Authority – Royal Bank of Canada (RBC)

c) Council Remuneration & Expense Reimbursement Policy (Attached Policy).

19) MEETING DATES - Set date, time, and place of regular meetings. (was second Thursday of each month commencing at 7:00 p.m. at the Onoway Civic Centre and teleconferencing (ZOOM Meeting) be deemed an acceptable method of holding a meeting and that any changes be posted on the website).

20) MUNICIPAL OFFICE LOCATION – 700 Parkins Avenue within the Summer Village of Ross Haven

21) COUNCIL'S LEGISLATIVE RESPONSIBILITIES – Distributed to Council: Roles and Responsibilities of Municipal Officials, Pecuniary Interest for Municipal Councillors, What Every Councillor Needs to Know, A Council Member Handbook, Municipal Government Act, and the Council & Procedural Bylaw (pursuant to Section 208(1)(d) of the Municipal Government Act outlining Council's legislative responsibilities be acknowledged as received).

22) Adjournment.