

**MINUTES OF THE ORGANIZATIONAL MEETING  
OF THE COUNCIL OF ALBERTA BEACH  
IN THE PROVINCE OF ALBERTA  
HELD IN ALBERTA BEACH COUNCIL CHAMBERS  
AND HELD ELECTRONICALLY VIA ZOOM MEETING  
OCTOBER 18, 2022 AT 7:00 P.M.**

**PRESENT:**

Councillor ..... Angela Duncan  
Councillor ..... Debbie Durocher  
Councillor ..... Tara Elwood  
Councillor ..... Kelly Muir  
Councillor ..... Daryl Weber (Via Zoom)  
C.A.O. .... Kathy Skwarchuk  
Asst CAO.....Cathy McCartney (Zoom Administrator)

**CALL TO ORDER:**

The Organizational Meeting was called to order by the C.A.O. at 7:00 P.M.

#163-22

**ADOPTION OF AGENDA:**

MOVED BY Councillor Durocher that the agenda be approved as presented.

CARRIED UNANIMOUSLY

**NOMINATION: MAYOR**

The CAO declared nominations open and called for nominations for the position of Mayor.

Councillor Durocher nominated Councillor Duncan.  
Councillor Duncan accepted the nomination.

The CAO called for nominations for the position of Mayor for the second time.  
The CAO called for nominations for the position of Mayor for the third & final time.

#164-22

MOVED BY Councillor Muir that nominations for the position of Mayor cease.

CARRIED UNANIMOUSLY

The CAO declared Councillor Duncan re-elected as Mayor.

**NOMINATION: DEPUTY MAYOR**

Mayor Duncan declared nominations open and called for nominations for the position of Deputy Mayor.

Councillor Durocher nominated Councillor Elwood.  
Councillor Elwood accepted the nomination.

Mayor Duncan called for nominations for the position of Deputy Mayor for the second time.  
Mayor Duncan called for nominations for the position of Deputy Mayor for the third & final time.

#165-22

MOVED BY Councillor Muir that nominations for the position of Deputy Mayor cease.

CARRIED UNANIMOUSLY

Mayor Duncan declared Councillor Elwood elected as Deputy Mayor, the Oath of Office was completed.

**CONFIRMATION OF MUNICIPAL OFFICE, MEETINGS, BOARDS, APPOINTMENTS AND AUTHORITIES:**

#166-22

MOVED BY Deputy Mayor Elwood that the municipal office, all meetings, boards, appointments and authorities be confirmed as follows:

**MUNICIPAL OFFICE:**

4935 – 50<sup>th</sup> Avenue, Alberta Beach

**REGULAR MEETING – DATE & TIME:**

3<sup>rd</sup> Tuesday of the month at 7:00 P.M.

**SIGNING AUTHORITIES:**

Mayor Duncan or Deputy Mayor Elwood or Councillor Durocher and the C.A.O. or Assistant C.A.O.

**BANKING AUTHORITY:**

ATB Financial

**AUDITOR APPOINTMENT:**

Allan Lee of Doyle & Company

**SOLICITOR APPOINTMENT:**

Brownlee LLP and Patriot Law

**ASSESSOR APPOINTMENT:**

Dan Kanuka, through agreement with Municipal Assessment Services Group

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**ASSESSMENT REVIEW BOARD:**

through agreement with Capital Region Assessment Services Commission

**ASSESSMENT REVIEW BOARD MEMBERS AND CLERK:**

ARB Chairperson Raymond Ralph; ARB Clerk Richard Barham; and ARB Panelists Darlene Chartrand, Tina Groszko, Stewart Hennig, Richard Knowles and Raymond Ralph

**DEVELOPMENT AUTHORITY:**

Paul Hanlan through agreement with SV Planning & Development

**SUBDIVISION AUTHORITY:**

Council & Paul Hanlan with SV Planning & Development as administration of Subdivision Authority

**SUBDIVISION & DEVELOPMENT APPEAL BOARD MEMBERS:**

Jason Shewchuk, Gerald Stark, Rainbow Williams, John Roznicki, Jamie-Lee Kraley and Denis Meier

**SUBDIVISION & DEVELOPMENT APPEAL BOARD CLERK:**

Cathy McCartney and Emily House

**MUNICIPAL PLANNING COMMISSION:**

Council

**FOIP COORDINATOR:**

CAO or Designate

**DIRECTOR OF EMERGENCY MANAGEMENT:**

Shari Ives as appointed by Bylaw #271-20

**DESIGNATED OFFICERS:**

Kathy Skwarchuk in the capacity of Chief Administrative Officer;  
Dan Kanuka of Municipal Assessment Services Group in the capacity of Assessor;  
Bruce Parno and Stephen Zerr in the capacity of Bylaw Enforcement Officers;  
Paul Hanlan of SV Planning & Development in the capacity of Development Authority;  
Paul Hanlan of SV Planning & Development in the capacity of Subdivision Authority administration; and  
Cathy McCartney and Emily House in the capacity of Subdivision & Development Appeal Board Clerks.

**ROUND TABLE MEETING – DATE & TIME:**

2<sup>nd</sup> Tuesday of the month at 3:30 P.M.

CARRIED UNANIMOUSLY

#167-22

**COMMITTEE APPOINTMENTS:**

MOVED BY Councillor Durocher that the Council Committee Appointments be confirmed as follows:

**ALBERTA BEACH AG SOCIETY AGLIPLEX OPERATIONS COMMITTEE**

Councillor Muir and Deputy Mayor Elwood as Alternate

**ALBERTA BEACH AG SOCIETY BEACHWAVE PARK OPERATIONS COMMITTEE**

Councillor Durocher

**ALBERTA BEACH CAMPGROUND ADVISORY COMMITTEE**

Deputy Mayor Elwood and Councillor Muir

**ALBERTA BEACH INTER-MUNICIPAL DEVELOPMENT PLAN STEERING COMMITTEE**

Mayor Duncan and Deputy Mayor Elwood

**ALBERTA BEACH LIBRARY BOARD**

Deputy Mayor Elwood

**ALBERTA BEACH MUSEUM & ARCHIVES**

Councillor Durocher

**ALBERTA BEACH PUBLIC WORKS ADVISORY COMMITTEE**

Deputy Mayor Elwood and Councillor Muir

**BEACHWAVE PARK STAKEHOLDERS COMMITTEE**

Councillor Durocher

**COMMUNITY FUTURES YELLOWHEAD EAST**

Councillor Weber and Deputy Mayor Elwood Alternate

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EMERGENCY ADVISORY COMMITTEE  
All Council

FCSS TRIVILLAGE COMMITTEE  
Mayor Duncan

HIGHWAY 43 EAST WASTE COMMISSION  
Councillor Weber and Deputy Mayor Elwood as Alternate

INTERMUNICIPAL COLLABORATION FRAMEWORK (ICF) COMMITTEE  
Mayor Duncan and Deputy Mayor Elwood and Councillor Weber as Alternate

LAC STE. ANNE EAST END BUS SOCIETY  
Councillor Weber

LAC STE. ANNE FOUNDATION  
Councillor Weber and Deputy Mayor Elwood as Alternate

LAKE ISLE AND LAC STE. ANNE (LILSA) WATER QUALITY MANAGEMENT SOCIETY:  
Councillor Durocher

LAND USE BYLAW REVIEW COMMITTEE  
Mayor Duncan and Councillor Durocher

PARTNERS IN PROGRESS COMMITTEE  
Mayor Duncan

REGIONAL FIRE SERVICES STEERING COMMITTEE  
Deputy Mayor Elwood

REGIONAL TRAIL MASTER PLAN STEERING COMMITTEE  
Deputy Mayor Elwood and Councillor Muir

STE. ANNE RECREATIONAL LAKE USE COMMITTEE (SARLUC)  
Councillor Muir and Councillor Weber

STE. ANNE REGIONAL MUNICIPALITIES (SARM) COMMITTEE  
Mayor Duncan and Deputy Mayor Elwood and Councillor Weber as Alternate

STONY PLAIN CRIME PREVENTION ASSOCIATION  
(No Councillor appointed –same night as Council meetings)

STURGEON RIVER WATERSHED ALLIANCE  
Mayor Duncan

TRIVILLAGE REGIONAL SEWAGE SERVICE COMMISSION  
Mayor Duncan and Councillor Muir

1WAG (WATERSHED ACTION GROUP)  
Councillor Durocher

WEST INTER LAKE DISTRICT (WILD) WATER COMMISSION  
Mayor Duncan and Councillor Durocher as Alternate

YELLOWHEAD REGIONAL LIBRARY BOARD  
Deputy Mayor Elwood and Mayor Duncan as Alternate

CARRIED UNANIMOUSLY

**ADJOURNMENT:**  
The meeting adjourned at 7:09 P.M.

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Mayor – Angela Duncan

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C.A.O. – Kathy Skwarchuk