

**MINUTES OF THE ORGANIZATIONAL MEETING
OF THE COUNCIL OF THE SUMMER VILLAGE OF WHISPERING HILLS
HELD ON August 24, 2021 at 1:00 pm
Westlock Inn and Conference Center**

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| Present | <p>Council Members Maurice Caron Curtis Schoepp Ed Scantland</p> <p>Administrators Kim Bancroft</p> | | | | | | | | | | |
| Call to Order | Kim Bancroft called the meeting to order at 1:00 pm. | | | | | | | | | | |
| Mayor | <p>Ed Scantland moved that Curtis Schoepp be appointed Mayor. He accepted and took the Oath of Office</p> <p style="text-align:right">Carried</p> | | | | | | | | | | |
| Deputy Mayor | <p>Mayor Schoepp moved that Ed Scantland be appointed Deputy Mayor. He accepted and took the Oath of Office.</p> <p style="text-align:right">Carried</p> | | | | | | | | | | |
| Councillor | Maurice Caron is a councillor and took the Oath of Office. | | | | | | | | | | |
| Department Representatives | <p>Mayor Schoepp moved that the following council members be appointed representatives to</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding-right: 20px;">Emergency Management</td> <td>Caron</td> </tr> <tr> <td>Recreation & Culture</td> <td>Schoepp</td> </tr> <tr> <td>Waste Management</td> <td>Schoepp</td> </tr> <tr> <td>Transportation</td> <td>All of council</td> </tr> <tr> <td>Greater North Foundation</td> <td>Schoepp</td> </tr> </table> <p style="text-align:right">Carried</p> | Emergency Management | Caron | Recreation & Culture | Schoepp | Waste Management | Schoepp | Transportation | All of council | Greater North Foundation | Schoepp |
| Emergency Management | Caron | | | | | | | | | | |
| Recreation & Culture | Schoepp | | | | | | | | | | |
| Waste Management | Schoepp | | | | | | | | | | |
| Transportation | All of council | | | | | | | | | | |
| Greater North Foundation | Schoepp | | | | | | | | | | |
| Assessor | <p>Deputy Mayor Scantland moved that Ray Crews of Municipal Assessment Services be appointed assessor for the year.</p> <p style="text-align:right">Carried</p> | | | | | | | | | | |
| Assessment Review Board | <p>Councillor Caron moved that Capital Region Assessment Services Commission be appointed as the summer village's Assessment Review Board.</p> <p style="text-align:right">Carried</p> | | | | | | | | | | |

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| Subdivision Authority | <p>Mayor Schoepp moved that Jane Dauphinee of Municipal Planning Services be appointed the Subdivision Authority for the summer village.</p> <p style="text-align: right;">Carried</p> |
| Municipal Planner | <p>Councilor Caron moved that Jane Dauphine of Municipal Planning Services be appointed as the municipal planner.</p> <p style="text-align: right;">Carried</p> |
| Sub-Division and Development Appeal Board | <p>Deputy Mayor Scantland moved that one council member and 2 members at large, and the clerk be appointed to the development appeal board as required.</p> <p style="text-align: right;">Carried</p> |
| Development Authority | <p>Councilor Caron moved that Kim Bancroft be appointed development authority officer.</p> <p style="text-align: right;">Carried</p> |
| Auditor | <p>Deputy Mayor Scantland moved that Seniuk and Co. be appointed Auditor.</p> <p style="text-align: right;">Carried</p> |
| Banking | <p>Deputy Mayor Scantland moved that the Summer Village of Whispering Hills continue banking with Alberta Treasury Branch.</p> <p style="text-align: right;">Carried</p> |
| Signing Authority | <p>Mayor Schoepp moved that the signing remain as all members of council and the administration, with two signatures, being one council member (Maurice Caron, Curtis Schoepp or Ed Scantland) and one administration (Kim Bancroft) when two signatures are required (cheques and e-transfers) and one only be required to sign transfers or investments remaining in the financial institution.</p> <p style="text-align: right;">Carried</p> |
| Meeting dates | <p>Deputy Mayor Scantland moved that all meetings be as per the agreed schedule or at the call of the Mayor.</p> <p style="text-align: right;">Carried</p> |
| Allowance | <p>Mayor Schoepp moved that the allowance for members of council remain at \$200.00 per meeting, office and phone expenses remain at \$50.00 per month and that mileage allowance be \$.55 per km. (for council and administration) plus out of pocket expenses.</p> <p style="text-align: right;">Carried</p> |

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| Municipal Office | Mayor Schoepp moved that the municipal office address be 899 Village Mews, Sherwood Park, AB, T8A 4L9. |
| Adjournment | The meeting was adjourned at 1:10 p.m.. |

Mayor

Recording Secretary