ORGANIZATIONAL MEETING OF COUNCIL
SUMMER VILLAGE OF SUNDANCE BEACH
August 27, 2025
Best Western Premier Inn & Suites: 5207 – 50th Ave, Leduc, AB

PRESENT:

Present at the meeting were:

Councillors:	Brian Waterhouse
	Allan Harris
	Amy Munro
CAO:	June Boyda

CALL TO ORDER:

The meeting was called to order by CAO Boyda at 8:22 a.m.

ORGANIZATIONAL MEETING

Oath of Office

Each member of Council completed their Oath of Office.

Appoint a Mayor

Res. 2025-073 Appointment — Moved by Councillor Munro that Councillor Waterhouse be appointed as Mayor.

CARRIED

Appoint a Deputy Mayor

Res. 2025-074 Appointment — Moved by Councillor Munro that Councillor Harris be appointed as Deputy Mayor.

CARRIED

Appoint a Representative for Committees

Res. 2025-075 Appointment — Moved by Mayor Waterhouse that:

Mayor Waterhouse be appointed as the representative on the Alliance of Pigeon Lake Municipalities (APLM) board, and further that

Councillor Harris be appointed as the representative on the Capital Regional Assessment Services commission, and further that

Councillor Munro be appointed as the representative of Council on the board of directors of the Sundance Beach Easement Holders Association, and further that

Mayor Waterhouse be appointed as the representative on the Intermunicipal Collaboration Committee for the Intermunicipal Development Plan, and further that

Councillor Harris be appointed as the representative on the Pigeon Lake Regional Emergency Advisory Committee, and Mayor Waterhouse and Councillor Munro be appointed as alternative representatives, and further that

Mayor Waterhouse be appointed as the representative on the Pigeon Lake Watershed Management Plan.

CARRIED

Set a time and place for Regular Council Meetings

Res. 2025-076 Organizational
Moved by Councillor Harris that the Regular Meetings of Council be at:

by Zoom Videoconference on the following days:
September 25, 2025 at 7:00 p.m.
November 27, 2025 at 12:00 p.m.
January 8, 2026 at 12:00 p.m.
April 9, 2026 at 12:00 p.m.
May 7, 2026 (Regular & Organizational) at 12:00 p.m.

And the Annual Information Meeting: June 13, 2026 at 10:00 a.m. at the John Turgeon Community Hall, with a zoom virtual option.

CARRIED

Banking Signing Authority

Res. 2025-077 Organizational
Moved by Councillor Harris that two signatures are required for all cheques or invoice payment approval: one Councillor: Brian Waterhouse, Allan Harris or Amy Munro and the Chief Administrative Officer, June Boyda, and June Boyda has master control of the bank and can assign access authority.

CARRIED

Council – Setup Information

Res. 2025-078 Organizational
Moved by Councillor Munro that the USB stick was received by Councillor Munro and Mayor Waterhouse, and e-mail addresses be added to the website for Councillors and Councillors photos be provided by Council members wanting their photo added to the website.

CARRIED

Local Authority Elected Official – Emergency Management Training

Res.2025-079 Training
Moved by Councillor Harris that the correspondence be accepted as information.

CARRIED

Alberta Urban Municipalities Association – 2025 Convention

Res.2025-080 Conference — Moved by Councillor Munro that Mayor Waterhouse attend the 2025 AUMA convention.

CARRIED

Association of Summer Villages of Alberta – 2025 Conference

Res.2025-081 Conference — Moved by Councillor Munro that Mayor Waterhouse and Councillor Munro attend the Association of Summer Villages of Alberta 2025 Conference if able, and further that two banquet tickets be purchased.

CARRIED

ADJOURNMENT:

Res. 2025-082 Adjournment — Moved by Councillor Harris that the Organizational meeting of August 27, 2025, is hereby adjourned at 8:36 a.m.

CARRIED

THESE MINUTES ADOPTED BY COUNCIL THIS 25th DAY OF SEPTEMBER, 2025

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MAYOR CHIEF ADMINISTRATIVE OFFICER