

Minutes of Organizational Meeting of  
Council of Summer Village of Rochon Sands  
held at Summer Village of Rochon Sands Office  
July 28, 2021 @ 6:00PM

Present Mayor D. Hiller  
Councillor Blaine Brinson  
Councillor Jay Byer  
Chief Administrative Officer Melissa Beebe

**1. Call to order:**

Meeting called to order at 6:04 PM

**2. Taking of Oath:**

**3. Approval of Agenda**

**Res 2021-093** Motion by Dan to approve the agenda as presented.

Carried

**4. Appointment of Chief Elected Official for Summer Village of Rochon Sands**

**Res 2021-094** Motion by Councillor Brinson to appoint Dan Hiller as Chief Elected Official for the Summer Village of Rochon Sands

Carried

**5. Appointment of Deputy Chief Elected Official of Summer Village of Rochon Sands**

**Res 2021-095** Motion by Mayor Hiller to appoint Councillor Brinson as Deputy Chief Elected Official for the Summer Village of Rochon Sands

Carried

**6. Appointment of Signing Officers**

**Res 2021-096** Motion by Councillor Byer to appoint all three members of council as signing authority.

Carried

**7. Establishment of Council Meeting Dates and Times**

**Res 2021-097** Motion by Mayor Hiller that the Summer Village of Rochon Sands Regular Council meetings be held at The Summer Village of Rochon Sands Municipal Office, #1 Hall Street, on the Second Tuesday of the Month starting at 6:00 PM.

Carried

**Res 2021-098** Motion by Councillor Brinson to schedule a strategic planning session for Fall 2021.

Carried

**8. Council Renumeration**

**Res 2021-099** Motion by Councillor Byer for Council renumeration to be calculated as an annual sum of \$3000.00 (three thousand dollars) being paid in August of current calendar year for all elected officials of The Summer Village of Rochon Sands and bring back policy revision to next regular scheduled council meeting.

Carried

**9. Appointment of Property Assessor for The Summer Village of Rochon Sands**

**Res 2021-100** Motion by Mayor Hiller to appoint Mr. Terry Willoughby of Municipal Property Assessment Consultants (2009) as the appointed assessor for The Summer Village of Rochon Sands

Carried

**10. Appointment of Financial Auditor for The Summer Village of Rochon Sands**

**Res 2021-101** Motion by Mayor Hiller to appoint Gitzel and Company as The Summer Village of Rochon Sands financial auditor for the 2021 audit year

Carried

**11. Appointment of Legal Counsel for The Summer Village of Rochon Sands**  
Res 2021-102 Motion by Mayor Hiller to appoint Schnell Hardy Jones LLP as legal counsel for the Summer Village of Rochon Sands

Carried

**12. Appointment of Safety Codes Inspection Services**  
Res 2021-103 Motion by Mayor Hiller to appoint IJD Permits and Inspections as Safety Codes Inspectors for the Summer Village of Rochon Sands

Carried

**13. Appointment of Banking Institution**  
Res 2021-104 Motion by Mayor Hiller to appoint the Royal Bank of Canada (Stettler Branch) as the banking institution for the Summer Village of Rochon Sands

Carried

**14. Appointments of Regional Subdivision Development Appeal Board**  
Res 2021-105 Motion by Mayor Hiller to appoint the Regional Subdivision and Development Appeal Board (SDAB) as the Appeal Board and Clerk Services for the Summer Village of Rochon Sands.

Carried

**15. Appointments of Regional Assessment Review Board**

Res 2021-106 Motion by Mayor Hiller to appoint the Capital Regional Assessment Services Commission and Clerk services for the Summer Village of Rochon Sands

Carried

**16. Appointment of Engineering Firm**  
Res 2021-107 Motion by Mayor Hiller to appoint WSP Engineering Services for the Summer Village of Rochon Sands

Carried

**17. Committee Appointments**

1. **Rochon Sands Hall and Recreation Board**-Councillor Brinson
2. **County of Stettler Housing Authority**-Councillor Byer
3. **Stettler Waste Management Authority**-Mayor Hiller
4. **Shirley McClellan Regional Water Services Commission (SMRWSC)** Mayor Hiller
5. **Buffalo Lake Intermunicipal Planning Committee**-Mayor Hiller
6. **Stettler Regional Fire Advisory Committee**-Councillor Brinson
7. **Stettler And District Ambulance Authority**-Councillor Brinson
8. **Buffalo Lake Management Team**-Councillor Byer
9. **Parkland Community Planning Services (PCPS)**- Councillor Byer
10. **Parkland Regional Library Board**-(refer to Village of Donalda for representation)
11. **Stettler County Recreation Board**-Councillor Brinson
12. **Emergency Management Committee**- (Council of the Whole)
13. **Stettler Regional Emergency Management Agency (SREMA)**-Mayor Hiller
14. **Buffalo Lake South Shore Growth Node Planning Committee**-Mayor Hiller
15. **Intermunicipal Collaboration Committee (ICC)**- Mayor Hiller

Res 2021-108 Motion by Councillor Byer to accept all committee appointments.

Carried

Res 2021-109 **18. Adjournment**  
Motion by Mayor Hiller to adjourn at 6:28 PM

Carried

  
\_\_\_\_\_  
Chief Elected Official

  
\_\_\_\_\_  
Chief Administrative Officer