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|  | **PRESENT** | Councillors: Present:  Ian Kupchenko  Jeff Elkow  Calvin Smith (participated virtually from 5:15 p.m –  5:30 p.m. then in person 5:30 p.m. to end.)  Administration: Wendy Wildman  Diane Wannamaker, Administrative Assistant    Public attendance (in person): 0  Public via teleconference: 0 |
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| **1.** | **CALL TO ORDER** | Wendy Wildman called the meeting to order 5:15 p.m. |
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| **2.** | **AGENDA**  23-65 | **MOVED** by Mayor Kupchenko that the Agenda be approved as presented.  **CARRIED** |
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| **3.** | **MAYOR**  **NOMINATION & APPOINTMENT**  23-66 | Wendy Wildman called for nominations for Mayor.  Jeff Elkow nominated Ian Kupchenko  Wendy Wildman called for nominations for Mayor a second time.  Wendy Wildman called for nominations for Mayor a third time.  **MOVED** by Jeff Elkow that nominations for Mayor cease.  **CARRIED**  Councillor Kupchenko was declared Mayor and was administered the Oath of Office for Mayor.  Mayor Kupchenko assumed the Chair. |
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| **4.** | **DEPUTY MAYOR**  **NOMINATION & APPOINTMENT**  23-67 | Mayor Kupchenko called for nominations for Deputy Mayor.  Mayor Kupchenko nominated Calvin Smith  Mayor Kupchenko called for nominations for Deputy Mayor a second time.  Mayor Kupchenko called for nominations for Deputy Mayor a third time.  **MOVED** by Jeff Elkow that nominations for Deputy Mayor cease.    **CARRIED**  Councillor Smith was declared Deputy Mayor and was administered the Oath of Office for Deputy Mayor. |
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| **5.** | **CONFIRMATION OF COUNCIL MEETING DATES & TIME**  23-68 | **MOVED** by Mayor Kupchenko that regular Council meetings be scheduled Tuesday, September 12th, 2023 and November 13th, 2023 beginning at 5:00 p.m. and thereafter for the 2nd Monday of every second month beginning the month of January, 2024 (January 8th, 2024) at 5:00 p.m. at the Administration office at 2317 Township Road 545, Lac Ste. Anne County.    **CARRIED** |
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| **6.** | **CONFIRMATION OF BANKING SIGNING AUTHORITY**  23-69 | **MOVED** by Mayor Kupchenko that the signing authority be confirmed as follows:   * Two signatures are required * One signature to be any member of Council (Ian Kupchenko, Calvin Smith, Jeff Elkow) * One signature to be any member of Administration, (Chief Administrative Officer, Wendy Wildman or Administrative Assistant, Diane Wannamaker)   **CARRIED** |
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| **7.** | **CONFIRMATION OF BANKING AUTHORITY**  23-70 | **MOVED** by Councillor Smith that the banking authority for the Summer Village of Castle Island be confirmed as the Royal Bank of Canada.  **CARRIED** |
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| **8.** | **CONFIRMATION OF CAO APPOINTMENT**  23-71 | **MOVED** by Deputy Mayor Smith that the Chief Administrative Officer appointment be confirmed as Wendy Wildman of Wildwillow Enterprises Inc.  **CARRIED** |
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| **9.** | **CONFIRMATION OF AUDITOR APPOINTMENT**  23-72 | **MOVED** by Councillor Elkow that the Auditor appointment be confirmed as Doyle and Company.  **CARRIED** |
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| **10.** | **CONFIRMATION OF SOLICITOR APPOINTMENT**  23-73 | **MOVED** by Deputy Mayor Smith that the Solicitor appointment be confirmed as Patriot Law Group.  **CARRIED** |
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| **11.** | **CONFIRMATION OF SUBDIVISION & DEVELOPMENT APPEAL BOARD**  23-74 | **MOVED** by Mayor Kupchenko that Milestone Municipal Services (Emily House) be confirmed as the Subdivision and Development Board subject to an Agreement being entered into to reflect same and the appropriate Bylaw being drafted and approved.  **CARRIED** |
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| **12.** | **CONFIRMATION OF ASSESSMENT REVIEW BOARD**  23-75 | **MOVED** by Deputy Mayor Smith that the Assessment Review Board be confirmed as Capital Region Assessment Services Commission subject to an Agreement be entered into and a Bylaw being drafted to reflect same.  **CARRIED** |
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| **13.** | **CONFIRMATION OF FOIPP COORDINATOR**  23-76 | **MOVED** by Mayor Kupchenko that the Freedom of Information and Protection of Privacy Coordinator be confirmed as the Chief Administrative Officer Wendy Wildman.  **CARRIED** |
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| **14.** | **CONFIRMATION OF PLANNING & SUBDIVISION AUTHORITY**  23-77 | **MOVED** by Deputy Mayor Smith that as per agreement, the Planning & Subdivision Authority be confirmed as Municipal Planning Services – Jane Dauphinee subject to entering into an Agreement.  **CARRIED** |
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| **15.** | **CONFIRMATION OF INTEGRITY COMMISSIONER**  23-78 | **MOVED** by Councillor Elkow that the Integrity Commissioner appointment be confirmed as Victory Message.  **CARRIED** |
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| **16.** | **DESIGNATED OFFICERS**  23-79 | **MOVED** by Mayor Kupchenko that the Designated Officers be confirmed as follows, subject to entering into an agreement and approval of applicable bylaw:  Development Officer – Tony Sonnleitner  **CARRIED** |
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| **17.** | **CONFIRMATION OF COMMITTEE APPOINTMENTS**  23-80 | **MOVED** by Councillor Elkow that the Committee Appointments be approved as follows:   1. North 43 Lagoon Commission   (Ian Kupchenko - Representative)   1. Summer Villages of Lac Ste. Anne County East   (all of Council)  c) West Inter Lake District Regional Water Services Commission  d) Emergency Management (Calvin Smith)  **CARRIED** |
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| **18.** | **MUNICIPAL OFFICE LOCATION**  23-81 | **MOVED** by Deputy Mayor Smith that the Municipal Office location be confirmed as Wildwillow Administration Office, 2317 Twp Rd 545, Lac Ste. Anne County, Alberta.  **CARRIED** |
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| **19.** | **COUNCIL ACKNOWLEDGM4NTS**  23-82 | **MOVED** by Mayor Kupchenko acknowledgement and receipt of the following documents:   1. Municipal Government Act – Section 208(1) 2. Council and Council Committee Procedural Bylaw 2011-02 3. Public Participation Policy and Public Participation Plan (in development) 4. Council Code of Conduct Bylaw – Bylaw 2023-01   **CARRIED** |
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| **21.** | **ADJOURNMENT** | The meeting adjourned at 5:53 p.m. |

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Mayor, Ian Kupchenko

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Chief Administrative Officer, Wendy Wildman