

**ORGANIZATIONAL MEETING OF COUNCIL  
SUMMER VILLAGE OF SILVER BEACH**

**August 27, 2025**

**Best Western Premier Inn & Suites: 5207 – 50<sup>th</sup> Ave, Leduc, AB**

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**PRESENT:**

Present at the meeting were:

|               |              |
|---------------|--------------|
| Mayor:        | David Rolf   |
| Deputy Mayor: | Robert Gibbs |
| Councillor:   | Dave Bunnin  |
| CAO:          | June Boyda   |

**CALL TO ORDER:**

The meeting was called to order by CAO Boyda at 8:42 a.m.

**ORGANIZATIONAL MEETING:**

**Oath of Office**

Each member of Council completed their Oath of Office.

**Appoint a Mayor**

Res. 2025-081     Moved by Councillor Gibbs that Councillor Rolf be appointed as Mayor.  
Appointment

*CARRIED*

**Appoint a Deputy Mayor**

Res. 2025-082     Moved by Mayor Rolf that Councillor Gibbs be appointed as Deputy Mayor.  
Appointment

*CARRIED*

**Appoint a Representative for Committees**

Res. 2025-083     Moved by Mayor Rolf that:  
Appointment

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

Mayor Rolf be appointed as the representative on the Capital Regional Assessment Services commission.

Councillor Gibbs be appointed to the Intermunicipal Collaboration Committee, and further that.

Mayor Rolf be appointed as the representative on the North East Pigeon Lake Regional Service Commission (NEPL), and further that

Councillor Gibbs be appointed as the representative on the Pigeon Lake Regional Emergency Advisory Committee, and Mayor Rolf and Councillor Bunnin be appointed as alternative representatives to attend and vote when the appointed member is unable to do so, and further that

Councillor Gibbs be appointed as the representative on the Pigeon Lake Watershed Association (PLWA) board.

*CARRIED*

**Set a time and place for Regular Council Meetings**

Res. 2025-084     Moved by Councillor Gibbs that the Regular Meetings of Council be at 6:00  
Organizational     pm on Zoom VideoConference on the following days:  
                         September 29, 2025  
                         November 17, 2025  
                         January 19, 2025  
                         April 20, 2026  
                         May 25, 2026 Regular & Organizational Meetings

Annual Information Meeting July 11, 2026 at 10:00 a.m. at the  
Mulhurst Community Hall, followed by lunch.

*CARRIED*

**Banking Signing Authority**

Res. 2025-085     Moved by Councillor Gibbs that two signatures are required for all cheques or  
Organizational     invoice payment approval: one Councillor: David Rolf, Robert Gibbs or Dave  
                         Bunnin 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. 2025-086     Moved by Councillor Bunnin that the USB stick was received by Councillor  
Organizational     Bunnin.

*CARRIED*

**Local Authority Elected Official – Emergency Management Training**

Res.2025-087     Moved by Mayor Rolf that the correspondence be accepted as information.  
Training

*CARRIED*

**Alberta Urban Municipalities Association – 2025 Convention**

Res.2025-088      Moved by Councillor Gibbs that the correspondence be accepted as  
Conference      information.

*CARRIED*

**Association of Summer Villages of Alberta – 2025 Conference**

Res.2025-089      Moved by Councillor Bunnin that Councillor Gibbs attend the Association of  
Conference      Summer Villages of Alberta 2025 Conference, and further that a banquet ticket  
be purchased.

*CARRIED*

**County of Wetaskiwin – Transfer Station Use Agreement**

Res.2025-090      Moved by Mayor Rolf that the Facility Use Agreement for the Solid Waste  
Agreement      Transfer Stations with the County of Wetaskiwin No. 10 is hereby approved,  
and further that the cost for all residents that sign up for their initial card will be  
covered by the Summer Village, and further that additional card fees be billed  
back to the resident requesting the card, and further that the cost to use the  
transfer station will be covered by the Summer Village.

*CARRIED*

**ADJOURNMENT:**

Res. 2025-091      Moved by Councillor Gibbs that the Organizational meeting of August 27,  
Adjournment      2025, is hereby adjourned at 9:00 a.m.

*CARRIED*

THESE MINUTES ADOPTED BY COUNCIL THIS. 29<sup>th</sup> DAY OF SEPTEMBER, 2025

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER