

**AGENDA FOR OF THE ORGANIZATIONAL MEETING OF COUNCIL
SUMMER VILLAGE OF VAL QUENTIN IN THE PROVINCE OF ALBERTA**

**WEDNESDAY, AUGUST 19, 2026 AT ALBERTA BEACH COUNCIL CHAMBERS OFFICE IN
THE VILLAGE OF ALBERTA BEACH, AB COMMENCING AT 7:00 P.M.**

ATTENDANCE

Councillor Kathy Dion
Councillor Barrie Ronaldson
Councillor Kent Galusha
CAO Marlene Walsh
DEM Janice Christainsen
Shantelle McDermid

Gallery:

Virtual:

CALL TO ORDER

The meeting was called to order at ## by
CAO Marlene Walsh.

**ACCEPTANCE OF
AGENDA**

Res. O-01 2026-08-19

CARRIED

The Agenda for the meeting, was accepted as
presented by

Election of Mayor

Res. O-02 2026-08-19

CARRIED

Councillor nominated
Nominated for the position of Mayor.
No other nominations were presented.
Nominations ceased.
was declared Mayor of the
Summer Village of Val Quentin.

Election of Deputy Mayor

Res. O-03 2026-08-19

CARRIED

nominated for the position of Deputy-Mayor.

Nominations ceased.
was declared Deputy-Mayor
of the Summer Village of Val Quentin.

Oath Of Office

Swearing in of the Mayor, Deputy Mayor & Councillor

Mayor ## assumed the chair.

**COMMITTEE
APPOINTMENTS**

- **Alberta Beach Library**
- **Alberta Summer Villages Association (ASVA)**
- **Development Appeal Board**
All Council Members
- **East End Bus**
- **FCSS and Beachwave Park**
- **Fire Rescue International**
- **Highway 43 Regional Waste Commission**
- **Joint Tri Village Regional Meetings**
All Council Members
- **Lake Isle & Lac Ste. Anne Stewardship Society (LILSA)**
- **Onoway Regional Medical Clinic**
- **Public Works / Parks**
- **Summer Villages Lac Ste Anne County East (SVLSACE)**
All Council Members
- **SVREMP / Ste Anne Regional Emergency Management Agency**
- **SVREMP / Ste Anne Regional Emergency Management**
Regional Deputy Director of Emergency Management & and
Deputy Director of Emergency Management - Val Quentin
Marlene Walsh
Director of Emergency Mangement - Val Quentin
Janice Christiansen
- **SVREMP / Ste Anne Regional Emergency Management Advisory Committee**
- **Tri Village Regional Sewer Services Commission**
- **Water Feasibility Distribution Committee**
- **West Inter Lake District Regional Water Commission (WILD)**
- **Yellowhead Regional Library Appointee**

**Res. O-04 2026-08-19
CARRIED**

Moved by ## that Council accept
and approve the appointments as presented.

**APPOINTMENT OF
DEVELOPMENT OFFICER**
**Res. O-05 2026-08-19
CARRIED**

Mayor ## moved that Council appoint
Tony Sonnleitner as the Development Officer
for the Summer Village of Val Quentin.

**APPOINTMENT OF
MUNICIPAL AUDITOR**
Res. O-06 2026-08-19
CARRIED

Mayor ## moved that Council appoint the accounting firm of Seniuk & Marcato Chartered Professional Accountants as the Municipal Auditor.

**APPOINTMENT OF
CHIEF ADMINISTRATIVE
OFFICER (CAO)**
Res. O-07 2026-08-19
CARRIED

Mayor ## moved that Council appoint Marlene Walsh as Chief Administrative Officer and Designated Officer of the Municipality.

**APPOINTMENT OF
INTEGRITY COMMISSIONER**
Res. O-08 2026-08-19
CARRIED

Mayor ## moved that the Appointment of Integrity Commissioner remain vacant. ASVA, with the support of the Alternative Dispute Resolution Institute of Alberta (ADRIA), has developed a [roster](#) of individuals who have the skills to act as an Integrity Commissioner for summer villages on an as needed basis.

**APPOINTMENT OF
PERSONAL INFORMATION
PROTECTION ACT (PIPA)
COORDINATOR**
Res. O-09 2026-08-19
CARRIED

Mayor ## moved that Council appoint the Chief Administrative Officer as the Designated PIPA Coordinator of the Municipality.

**APPOINTMENT OF
MUNICIPAL
LEGAL COUNCIL**
Res. O-10 2026-08-19
CARRIED

Mayor ## moved that Council appoint the law firm of Patriot Law as the Municipal Legal Council of the Municipality.

**APPOINTMENT OF
MUNICIPAL ASSESSOR AND
DESIGNATED OFFICER OF THE
MUNICIPALITY**
Res. O-11 2026-08-19
CARRIED

Mayor ## moved that Council appoint Travis Horne - Municipal Assessment Services Group as Municipal Assessor and Designated Officer of the Municipality.

**APPOINTMENT OF
ASSESSMENT REVIEW
BOARD**
Res. O-12 2026-08-19
CARRIED

Mayor ## moved that Council appoint Capital Region Assessment Services Commission as the Assessment Review Board for the Municipality and Designated Officers of the Municipality. Gerryl Amorin is appointed as certified Assessment Review Board Clerk of the Municipality.

**APPOINTMENT OF
THE SUBDIVISION AND
DEVELOPMENT APPEAL
BOARD AND DESIGNATED
OFFICER OF THE
MUNICIPALITY**

Res. O-13 2026-08-19

CARRIED

Review Board Clerk and Designated Officer of the Municipality. Mayor ## moved that Council designate Lac Ste. Anne County being: Stacey Wagner, Jane Holman, Cindy Suter and Trinity Hindes, per SDAB Contract, as Clerks of the Subdivision and Appeal Board and Designated Officers of the Municipality.

**APPOINTMENT OF
WEED INSPECTOR AND
DESIGNATED OFFICER OF
THE MUNICIPALITY**

Res. O-14 2026-08-19

CARRIED

Mayor ## moved that Council designate Jackie Gamblin as Weed Inspector and Designated Officer for the Municipality.

OFFICIAL OFFICE

Res. O-15 2026-08-19

CARRIED

Mayor ## moved that Council designate

Box 3115, Postal Stn Main,
Spruce Grove, AB T7X 3A4
as the Official Municipal Office address.

**REGULAR MEETINGS
OF COUNCIL**

Res. O-16 2026-08-19

CARRIED

Mayor ## moved that Council Meetings be held the 3rd Wednesday of the month at 7 PM at the Alberta Beach Council Chambers Office located at 4935 – 50 Avenue, Alberta Beach and electronically via ZOOM.

SIGNING AUTHORITY

Res. O-17 2026-08-19

CARRIED

Signing Authority to be all of the Council and the Chief Administrative Officer. Two signatures are required. One signature to be any member of Council. One signature to be the Chief Administrative Officer.

BANKING AUTHORITY

Res. O-18 2026-08-19

CARRIED

**Royal Bank of Canada
4 McLeod Ave,
Spruce Grove, AB T7X 4B8**

**ACKNOWLEDGEMENT OF
COUNCIL'S LEGISLATIVE
RESPONSIBILITIES**

Res. O-19 2026-08-19

CARRIED

Pursuant to the Municipal Government Act outlining Council's legislative responsibilities be acknowledged as received.

In Alberta, the Municipal Government Act (MGA) outlines the legislative responsibilities of a municipal council. The MGA states that the council is the governing body of the municipal corporation and holds its legislative and administrative powers. These powers can only be exercised through a bylaw or resolution.

Following documents were shared with officials when elected:

[Roles and responsibilities of municipal officials](#)

[Pecuniary and Conflict of Interest for Councillors](#)

[What Every Councillor Needs to Know](#)

[Municipal Government Act](#)

[Bylaw 300-27 Procedure Bylaw](#)

ADJOURNMENT

- **Overall Mandate:** The MGA's main purpose is to empower municipalities to shape their communities. Councils are responsible for "good government," providing necessary or desirable services, and developing "safe and viable communities."
- **Bylaw and Policy Creation:** Councils have the authority to pass bylaws that regulate, prohibit, or provide for specific matters, such as land use, development, and licensing. They are also responsible for developing and evaluating the municipality's overall policies and programs.
- **Financial Oversight:** Legislative duties include financial management, such as setting the municipal budget, authorizing expenditures, and overseeing borrowing and assessment for taxation.
- **General Councillor Duties:** Each individual councillor, as per the MGA, has a duty to consider the welfare and interests of the municipality as a whole.

As all matters were addressed, Mayor ## adjourned the meeting at ## PM.

Mayor, ##

CAO, Marlene Walsh