

## SUMMER VILLAGE OF WEST COVE

### Minutes

For a special meeting of the Council of the Summer Village of West Cove, scheduled for **1:30 p.m. Saturday, November 3, 2012**, at 128 Warwa Estates, Lac Ste Anne, Alberta.

Present: Mayor Dave Breton  
Councillor Lorretta Muir  
Administrator Anita Blais

Absent Councillor Brad Londeau (with notice)

1. **Call to Order**  
The mayor called the meeting to order at 1:30 p.m.
2. **Administration:**
  - RESOL. 12-001**  
MOVED by mayor Breton that bylaw 309-12 being a bylaw to appoint a chief administrator for the Summer Village of West Cove effective November 1, 2012, be given first reading **CARRIED**
  - RESOL. 12-002**  
MOVED by councillor Muir that bylaw 309-12 be given second reading. **CARRIED**
  - RESOL. 12-003**  
MOVED by mayor Breton to give consideration to third reading of bylaw 309-12. **CARRIED**
  - RESOL. 12-004**  
MOVED by councillor Muir that bylaw 309-12 be given third reading **CARRIED**
  - RESOL. 12-005**  
MOVED by mayor Breton that the municipal office be relocated to 11318 – 10 Ave. NW, Edmonton, AB, effective November 1, 2012. **CARRIED**
  - RESOL. 12-006**  
MOVED by councillor Muir that Anita Blais be appointed as the clerk of the Assessment Review Board, effective November 1, 2012. **CARRIED**
  - RESOL. 12-007**  
MOVED by mayor Breton that Anita Blais be appointed Development Officer effective when the contract with Paul Hanlon has been terminated and that Anita Blais be appointed secretary of the Subdivision and Development Appeal boards, effective November 1, 2012. **CARRIED**
  - RESOL. 12-008**  
MOVED by councillor Muir that Anita Blais be appointed as Bylaw Officer. **CARRIED**
  - RESOL. 12-009**  
MOVED by councillor Muir to sign the contract with Anita Blais. **CARRIED**
3. **Finances:**
  - RESOL. 12-010**  
MOVED by mayor Breton that signing authority be changed to delete Dennis Evans and add Anita Blais (to sign jointly with one of council) and to sign the bank documents, effective November 1, 2012. **CARRIED**
  - RESOL. 12-011**  
MOVED by councillor Muir that administration purchase the software from Muniware at a cost of \$5,000.00 and to sign the purchase and support agreements (monthly support cost of \$87.50).

The fee (if any) to convert the data is yet to be determined.

**CARRIED**

**RESOL. 12-012**

**MOVED** by mayor Breton that administration purchase a 4-drawer lateral filing cabinet for the office (\$593 + gst) and a 2-drawer filing cabinet (\$156 + gst) for the community hall.

**CARRIED**

**4. Adjournment:**

**RESOL. 12-012**

**MOVED** by councillor Muir that the meeting be adjourned at 1:50 p.m.

**CARRIED**

**Date of next Meeting:** At the call of the mayor



Mayor



Administrator