VILLAGE OF SPRING LAKE
PROVINCE OF ALBERTA
OCTOBER 4, 2022
ORGANIZATIONAL COUNCIL MEETING
990 BAUER AVENUE, SPRING LAKE, ALBERTA
AT 7:00 P.M.

PRESENT

Elected Officials:	Adam MacCormack Kasey Quinn Melanie Sera Jason Shewchuk Chris Zaplotinsky
Administrator:	Emily House
Administrative Assistant:	Janet Zaplotinsky
Public Works Supervisor:	Randy Denby

19 members of the public were in attendance.

1. *CALL TO ORDER*

Administrator House called the October 4, 2022 Organizational Meeting to order at 7:00p.m.

3. *ADOPTION OF AGENDA*

Motion 2022-01ORG MOVED BY Councillor Jason Shewchuk to adopt the October 4, 2022 Organizational Meeting Agenda as presented.

CARRIED

4. *ELECTION OF MAYOR*

Administrator House called for nominations for the position of Mayor.

Councillor Sera nominated Councillor Shewchuk for the position of Mayor

Councillor Shewchuk accepted the nomination of Mayor.

Administrator House called for additional nominations. There were no further nominations.

Motion 2022-02ORG MOVED BY Councillor Quinn to cease nominations for the position of Mayor.

CARRIED

Jason Shewchuk was declared Mayor and assumed the Chair.

5. *ELECTION OF DEPUTY MAYOR*

Mayor Shewchuk called for nominations for the position of Deputy Mayor.

Councillor MacCormack nominated Councillor Sera for the position of Deputy Mayor.
Councillor Sera accepted the nomination for the position of Deputy Mayor.

Mayor Shewchuk called for additional nominations.

There were no further nominations

Motion 2022-03ORG MOVED BY Councillor Zaplotinsky to cease nominations for the position of Deputy Mayor.
CARRIED

Councillor Sera was declared Deputy Mayor.

6. *COMMITTEES*

5.1 **Capital Region Assessment Services**
Representative – Councillor Quinn
Alternate Representative – Councillor Zaplotinsky

5.2 **Emergency Management Advisory Committee**
All of Council

5.3 **Environment Advisory Committee**
Representative – Councillor MacCormack
Alternate Representative – Councillor Quinn

5.4 **Event Planning Committee**
Representative – Deputy Mayor Sera
Alternate Representative – Councillor MacCormack

5.5 **Intermunicipal Committee (ICF)**
Representative – Councillor MacCormack
Representative –Mayor Shewchuk

5.6 **Intermunicipal Development Committee (IDP)**
Representative – Deputy Mayor Sera
Representative – Councillor Zaplotinksy

5.7 **Website Advisory Committee**
Representative – Councillor Zaplotinsky
Representative – Councillor Quinn

5.8 **Yellowhead Regional Library Committee**
Representative – Mayor Shewchuk
Alternate Representative – Deputy Mayor Sera

Motion 2022-04ORG MOVED BY Deputy Mayor Sera to approve the committee representative appointments.
CARRIED

7. *SIGNING AUTHORITIES*

Motion 2022-05ORG MOVED BY Councillor Zaplotinsky to appoint Adam MacCormack, Jason Shewchuk, Melanie Sera and Administrator Emily House as signing authorities for the Village of Spring Lake for the Village's Accounts held at Servus Credit Union.
CARRIED

8. *BANKING AUTHORITY*

Motion 2022-06ORG MOVED BY Deputy Mayor Sera that Servus Credit Union remain the banking authority for the Village of Spring Lake.

CARRIED

9. *CAO APPOINTMENT*

Motion 2022-07ORG MOVED BY Councillor Quinn that Emily House remain CAO for the Village of Spring Lake.

CARRIED

10. *ADMINISTRATION APPOINTMENT*

Motion 2022-08ORG MOVED BY Councillor MacCormack that Administration Office remain at 990 Bauer Avenue, Spring Lake, AB T7Z 2S9.

CARRIED

11. *AUDITOR APPOINTMENT*

Motion 2022-09ORG MOVED BY Deputy Mayor Sera that Seniuk & Company remain appointed as the Auditor.

CARRIED

12. *SOLICTOR APPOINTMENT*

Motion 2022-10ORG MOVED BY Councillor Zaplotinsky to appoint Patriot Law as the Village's Solicitor.

CARRIED

13. *ASSESSMENT SERVICES APPOINTMENT*

Motion 2022-11ORG MOVED BY Councillor Quinn that Capital Region Assessment Services Commission remain appointed to provide Assessment Services to the Village of Spring Lake.

CARRIED

14. *ASSESSOR APPOINTMENT*

Motion 2022-12ORG MOVED BY Councillor MacCormack to appoint Grant Clark as a designated officer for the Village of Spring Lake in the capacity of Assessor.

CARRIED

15. *DEVELOPMENT AUTHORITY APPOINTMENT*

Motion 2022-13ORG MOVED BY Deputy Mayor Sera that Tony Sonnleitner remain appointed as the Development Authority.

CARRIED

16. *DIRECTOR OF EMERGENCY MANAGEMENT APPOINTMENT*

Motion 2022-14ORG MOVED BY Councillor Zaplotinsky that Emily House be appointed as the Director of Emergency Management.

CARRIED

17. *DEPUTY DIRECTOR OF EMERGENCY MANAGEMENT APPOINTMENT*

Motion 2022-15ORG MOVED BY Councillor Quinn that Randy Denby, Janet Zaplotinsky and Karen Provence be appointed as the Deputy Director of Emergency Management.

CARRIED

18. *SUBDIVISION AND MUNICPAL PLANNING AUTHORITY APPOINTMENT*

Motion 2022-16ORG MOVED BY Deputy Mayor Sera that Jane Dauphinee Municipal Planning Services (2009) Ltd. remain appointed as the Subdivision and Municipal Planning Authority.

CARRIED

19. *SUBDIVISION AND DEVELOPMENT APPEAL BOARD MEMBERS APPOINTMENT*

Motion 2022-17ORG MOVED BY Councillor MacCormack that Council appoint Jason Shewchuk, John Roznicki, , Rainbow Williams, Denis Meier, Jamie-Lee Kraley, Chris Zaplotinsky, Gerald Stark, Kerry McElroy, Charles Clow and John McIvor as Board Members to the Subdivision and Development Appeal Board.

CARRIED

20. *SUBDIVISION AND DEVELOPMENT APPEAL BOARD CLERK APPOINTMENT*

Motion 2022-18ORG MOVED BY Councillor Zaplotinsky that Council appoint Cathy McCartney and Emily House as a designated officers for the Village of Spring Lake in the capacity of Clerk to the Subdivision and Development Appeal Board.

CARRIED

21. *ENGINEER APPOINTMENT*

Motion 2022-19ORG MOVED BY Councillor Quinn to appoint Prism Engineering Inc. as the Village of Spring Lake's Engineer.

CARRIED

22. *WEED INSPECTOR APPOINTMENT*

Motion 2022-20ORG MOVED BY Councillor MacCormack that Council appoint Randy Denby and Ken Megill as Weed Inspectors for the Village of Spring Lake.

CARRIED

23. *FOIP COORDINATOR APPOINTMENT*

Motion 2022-21ORG MOVED BY Deputy Mayor Sera to appoint Emily House as FOIP Coordinator.

CARRIED

24. *TIME AND DATES OF MEETINGS*

Motion 2022-22ORG MOVED BY Councillor Zaplotinsky that the time and date of Regular Council Meetings be in accordance with the Village's Procedural ByLaw #381 and any amendments hereto.

CARRIED

25. FORM OF MEETING

Motion 2022-23ORG MOVED BY Councillor Zaplotinsky that the form of meetings remain in accordance with the Village's Procedural ByLaw #381 and any amendments hereto.

CARRIED

26. ADJOURNMENT

Motion 2022-24ORG MOVED BY Councillor Quinn that the October 4, 2022 Organizational Meeting be adjourned at 7:19 pm.

CARRIED

Mayor

Administrator