VILLAGE OF SPRING LAKE
PROVINCE OF ALBERTA
OCTOBER 10, 2023
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

Six members of the public were in attendance.

1. *CALL TO ORDER*

Administrator House called the October 10, 2023 Organizational Meeting to order at 7:00p.m.

2. *ADOPTION OF AGENDA*

Motion 2023-01ORG MOVED BY Councillor Jason Shewchuk to adopt the October 10, 2023 Organizational Meeting Agenda as presented.

CARRIED

3. *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 2023-02ORG MOVED BY Councillor Quinn to cease nominations for the position of Mayor.

CARRIED

Motion 2023-03ORG MOVED BY Councillor MacCormack that Councillor Shewchuk be appointed as Mayor for the Village of Spring Lake.

CARRIED

Jason Shewchuk was declared Mayor and assumed the Chair.

4. *ELECTION OF DEPUTY MAYOR*

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

Councillor Quinn 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 2023-04ORG MOVED BY Councillor Zaplotinsky to cease nominations for the position of Deputy Mayor.
CARRIED

Motion 2023-05ORG MOVED BY Councillor MacCormack that Councillor Sera be appointed as Deputy Mayor for the Village of Spring Lake.
CARRIED

5. *COMMITTEES*

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

5.2 **Community League**
Representative – Councillor MacCormack
Alternate Representative – Deputy Mayor Sera

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

5.4 **Environment Advisory Committee**
Representative – Councillor MacCormack
Alternate Representative – Councillor Zaplotinsky

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

5.6 **Intermunicipal Committee (ICF)**
Representative – Mayor Shewchuk
Representative – Councillor Quinn

5.7 **Intermunicipal Development Committee (IDP)**
Representative – Councillor Quinn
Representative – Mayor Shewchuk

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

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

Motion 2023-06ORG MOVED BY Councillor Zaplotinsky to approve the committee representative appointments.

CARRIED

6. *SIGNING AUTHORITIES*

Motion 2023-07ORG MOVED BY Councillor Quinn 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

7. *BANKING AUTHORITY*

Motion 2023-08ORG MOVED BY Deputy Mayor Sera that Servus Credit Union remain the banking authority for the Village of Spring Lake.

CARRIED

8. *CAO APPOINTMENT*

Motion 2023-09ORG MOVED BY Councillor Zaplotinsky that Emily House remain CAO for the Village of Spring Lake.

CARRIED

9. *ADMINISTRATION OFFICE*

Motion 2023-10ORG MOVED BY Councillor MacCormack that Administration Office remain at 990 Bauer Avenue, Spring Lake, AB T7Z 2S9.

CARRIED

10. *AUDITOR APPOINTMENT*

Motion 2023-11ORG MOVED BY Deputy Mayor Sera that Seniuk & Company remain appointed as the Auditor.

CARRIED

11. *SOLICTOR APPOINTMENT*

Motion 2023-12ORG MOVED BY Councillor Quinn to appoint Patriot Law as the Village's Solicitor.

CARRIED

12. *ASSESSMENT SERVICES APPOINTMENT*

Motion 2023-13ORG MOVED BY Councillor MacCormack that Capital Region Assessment Services Commission remain appointed to provide Assessment Services to the Village of Spring Lake.

CARRIED

13. *ASSESSOR APPOINTMENT*

Motion 2023-14ORG MOVED BY Councillor Zaplotinsky to appoint Grant Clark as a designated officer for the Village of Spring Lake in the capacity of Assessor.

CARRIED

14. *DEVELOPMENT AUTHORITY APPOINTMENT*

Motion 2023-15ORG MOVED BY Deputy Mayor Sera that Tony Sonnleitner remain appointed as the Development Authority.

CARRIED

15. *DIRECTOR OF EMERGENCY MANAGEMENT APPOINTMENT*

Motion 2023-16ORG MOVED BY Councillor MacCormack that Emily House be appointed as the Director of Emergency Management.

CARRIED

16. *DEPUTY DIRECTOR OF EMERGENCY MANAGEMENT APPOINTMENT*

Motion 2023-17ORG MOVED BY Councillor Quinn that Randy Denby and Janet Zaplotinsky be appointed as the Deputy Director of Emergency Management.

CARRIED

17. *SUBDIVISION AND MUNICPAL PLANNING AUTHORITY APPOINTMENT*

Motion 2023-18ORG MOVED BY Councillor Zaplotinsky that Jane Dauphinee Municipal Planning Services (2009) Ltd. remain appointed as the Subdivision and Municipal Planning Authority.

CARRIED

18. *SUBDIVISION AND DEVELOPMENT APPEAL BOARD MEMBERS APPOINTMENT*

Motion 2023-19ORG MOVED BY Deputy Mayor Sera 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

19. *SUBDIVISION AND DEVELOPMENT APPEAL BOARD CLERK APPOINTMENT*

Motion 2023-20ORG MOVED BY Councillor MacCormack 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

20. *ENGINEER APPOINTMENT*

Motion 2023-21ORG MOVED BY Councillor Quinn to appoint Nichols Environmental (Canada) Ltd. as the Village of Spring Lake's Engineer.

CARRIED

21. *WEED INSPECTOR APPOINTMENT*

Motion 2023-22ORG MOVED BY Councillor MacCormack that Council appoint Randy Denby and Ken Megill as Weed Inspectors for the Village of Spring Lake.

CARRIED

22. *FOIP COORDINATOR APPOINTMENT*

Motion 2023-23ORG MOVED BY Councillor Zaplotinsky to appoint Emily House as FOIP Coordinator.

CARRIED

23. *TIME AND DATES OF MEETINGS*

Motion 2023-24ORG MOVED BY Deputy Mayor Sera that the time and date of Regular Council Meetings be in accordance with the Village's Procedural ByLaw #381 and any amendments hereto.

CARRIED

24. FORM OF MEETING

Motion 2023-25ORG MOVED BY Councillor MacCormack that the form of meetings remain in accordance with the Village's Procedural ByLaw #381 and any amendments hereto.

CARRIED

25. ADJOURNMENT

Motion 2023-26ORG MOVED BY Councillor Quinn that the October 10, 2023 Organizational Meeting be adjourned at 7:25 pm.

CARRIED

Mayor

Administrator