VILLAGE OF SPRING LAKE
PROVINCE OF ALBERTA
OCTOBER 26, 2021
ORGANIZATIONAL COUNCIL MEETING
HELD VIA TELE/VIDEO CONFERENCE
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

Four members of the public were in attendance.

1. *CALL TO ORDER*

Administrator House called the October 26, 2021 Organizational Meeting to order at 7:00p.m.

2. *OATH OF OFFICES*

Chris Zaplotinsky, Adam MacCormack, Kasey Quinn, Melanie Sera, and Jason Shewchuk each took the Oath of Office and assumed the position of Councillor.

3. *ADOPTION OF AGENDA*

Motion 2021-01ORG MOVED BY Councillor Jason Shewchuk to adopt the October 26, 2021 Organizational Meeting Agenda as presented.

CARRIED

4. *ELECTION OF MAYOR*

Administrator House called for nominations for the position of Mayor.

Councillor MacCormack 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 2021-02ORG MOVED BY Councillor Quinn to cease nominations for the position of Mayor.

CARRIED

Jason Shewchuk was declared Mayor, was administered the oath of office and assumed the Chair.

5. *ELECTION OF DEPUTY MAYOR*

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

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

Mayor Shewchuk called for additional nominations.

Mayor Shewchuk 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 nominiations

Motion 2021-03ORG MOVED BY Councillor Zaplotinsky to cease nominations for the position of Deputy Mayor.
CARRIED

Mayor Shewchuk called for a vote for the position of Deputy Mayor amongst Council. The vote was recorded in favour of Councillor MacCormack for the position of Deputy Mayor by a vote of 3 to 2.

Councillor MacCormack was declared Deputy Mayor and was administered the oath of office of Deputy Mayor.

6. *COMMITTEES*

5.1 Art Advisory Committee

5.2 Capital Region Assessment Services
Representative – Councillor Quinn
Alternate Representative – Deputy Mayor MacCormack

5.3 Emergency Management Advisory Committee
Representative – Councillor Sera
Alternate Representative – Councillor Zaplotinsky

5.4 Environment Advisory Committee
Representative – Deputy Mayor MacCormack
Alternate Representative – Mayor Shewchuk

5.5 Event Planning Committee
Representative – Councillor Sera
Alternate Representative – Councillor Quinn

5.6 Intermunicipal Committee (ICF)
Representative – Mayor Shewchuk
Representative – Deputy Mayor MacCormack

5.7 Intermunicipal Development Committee (IDP)
Representative – Councillor Sera
Representative – Councillor Quinn

5.8 Website Advisory Committee
Representative – Councillor Zaplotinsky
Representative – Deputy Mayor MacCormack

5.9 **Yellowhead Regional Library Committee**
Representative – Mayor Shewchuk
Alternate Representative – Councillor Zaplotinsky

Motion 2021-04ORG MOVED BY Councillor Quinn to dissolve the Art Advisory Committee at this time.
CARRIED

Motion 2021-05ORG MOVED BY Councillor Sera to approve the committee representative appointments.
CARRIED

7. *SIGNING AUTHORITIES*

Motion 2021-06ORG MOVED BY Deputy Mayor MacCormack 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 2021-07ORG MOVED BY Councillor Sera that Servus Credit Union remain the banking authority for the Village of Spring Lake.
CARRIED

9. *CAO APPOINTMENT*

Motion 2021-08ORG MOVED BY Councillor Zaplotinsky that Emily House remain CAO for the Village of Spring Lake.
CARRIED

10. *ADMINISTRATION APPOINTMENT*

Motion 2021-09ORG MOVED BY Councillor Quinn that Administration Office remain at 990 Bauer Avenue, Spring Lake, AB T7Z 2S9.
CARRIED

11. *AUDITOR APPOINTMENT*

Motion 2021-10ORG MOVED BY Deputy Mayor MacCormack that Seniuk & Company remain appointed as the Auditor.
CARRIED

12. *SOLICTOR APPOINTMENT*

Motion 2021-11ORG MOVED BY Councillor Sera to appoint Patriot Law as the Village's Solicitor.
CARRIED

13. *ASSESSMENT SERVICES APPOINTMENT*

Motion 2021-12ORG MOVED BY Deputy Mayor MacCormack that Capital Region Assessment Services Commission remain appointed to provide Assessment Services to the Village of Spring Lake.

CARRIED

14. *ASSESSOR APPOINTMENT*

Motion 2021-13ORG MOVED BY Councillor Zaplotinsky 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 2021-14ORG MOVED BY Councillor Quinn that Tony Sonnleitner remain appointed as the Development Authority.

CARRIED

16. *DIRECTOR OF EMERGENCY MANAGEMENT APPOINTMENT*

Motion 2021-15ORG MOVED BY Deputy Mayor MacCormack that Emily House be appointed as the Director of Emergency Management.

CARRIED

17. *DEPUTY DIRECTOR OF EMERGENCY MANAGEMENT APPOINTMENT*

Motion 2021-16ORG MOVED BY Councillor Sera that Randy Denby be appointed as the Deputy Director of Emergency Management.

CARRIED

18. *SUBDIVISION AND MUNICPAL PLANNING AUTHORITY APPOINTMENT*

Motion 2021-17ORG MOVED BY Deputy Mayor MacCormack 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 2021-18ORG MOVED BY Councillor Quinn 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 2021-19ORG 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 2021-20ORG MOVED BY Deputy Mayor MacCormack to appoint Prism Engineering Inc. as the Village of Spring Lake's Engineer.

CARRIED

22. *WEED INSPECTOR APPOINTMENT*

Motion 2021-21ORG MOVED BY Councillor Sera that Council appoint Randy Denby and Ken Megill as Weed Inspectors for the Village of Spring Lake.

CARRIED

23. *FOIP COORDINATOR APPOINTMENT*

Motion 2021-22ORG MOVED BY Deputy Mayor MacCormack to appoint Emily House as FOIP Coordinator.

CARRIED

24. *TIME AND DATES OF MEETINGS*

Motion 2021-23ORG MOVED BY Councillor 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

25. FORM OF MEETING

Motion 2021-24ORG MOVED BY Deputy Mayor Zaplotinsky that the form of meetings remain in accordance with the Village's Procedural ByLaw #381 and any amendments hereto.

CARRIED

26. ADJOURNMENT

Motion 2021-25ORG MOVED BY Councillor Sera that the October 26, 2021 Organizational Meeting be adjourned at 7:46 pm.

CARRIED

Jason Sera
Mayor

Emily House
Administrator