VILLAGE OF SPRING LAKE
PROVINCE OF ALBERTA
ORGANIZATIONAL MEETING
HELD ON OCTOBER 30, 2025 AT 7:00 P.M.
AT 990 BAUER AVENUE, SPRING LAKE, ALBERTA

PRESENT

Elected Officials:	Bonnie Hall Andrea Kosolofski Adam MacCormack John Roznicki Chris Zaplotinsky
Administration:	Emily House, Chief Administrative Officer Janet Zaplotinsky, Administrative Manager

Five members of the public were in attendance.

1. CALL TO ORDER

Administrator House called the October 30, 2025 Organizational Meeting to order at 7:03p.m.

2. OATH OF OFFICE - COUNCILLORS

Each elected official took their Oath of Office for the position of Councillor.

3. ADOPTION OF AGENDA

Motion 2025-01ORG MOVED BY Councillor Roznicki to adopt the October 30, 2025 Organizational Meeting Agenda as presented.

CARRIED

4. ELECTION OF MAYOR

Administrator House called for nominations for the position of Mayor.

Councillor Kosolofski nominated Councillor MacCormack for the position of Mayor.

Councillor MacCormack accepted the nomination of Mayor.

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

Motion 2025-02ORG MOVED BY Councillor Zaplotinsky to cease nominations for the position of Mayor.

CARRIED

Motion 2025-03ORG MOVED BY Councillor Hall that Councillor MacCormack be appointed as Mayor for the Village of Spring Lake.

CARRIED

Councillor MacCormack took the Oath of Office for and was declared Mayor. Mayor MacCormack assumed the Chair.

5. *ELECTION OF DEPUTY MAYOR*

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

Councillor Roznicki nominated Councillor Zaplotinsky for the position of Deputy Mayor.

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

Mayor MacCormack called for additional nominations.

There were no further nominations

Motion 2025-04ORG MOVED BY Councillor Kosolofski to cease nominations for the position of Deputy Mayor.
CARRIED

Motion 2025-05ORG MOVED BY Councillor Hall that Councillor Zaplotinsky be appointed as Deputy Mayor for the Village of Spring Lake.
CARRIED

Councillor Zaplotinsky took the Oath of Office for and was declared Deputy Mayor.

6. *COMMITTEES*

6.1 Capital Region Assessment Services
Representative – Councillor Roznicki
Alternate Representative – Deputy Mayor Zaplotinsky

6.2 Environment Advisory Committee
Representative – Councillor Hall
Alternate Representative – Deputy Mayor Zaplotinsky

6.3 Event Planning Committee
Representative – Councillor Hall
Alternate Representative – Mayor MacCormack

6.4 Website Advisory Committee
Representative – Deputy Mayor Zaplotinsky
Alternate Representative – Councillor Kosolofski

6.5 Yellowhead Regional Library Committee
Representative – Councillor Kosolofski
Alternate Representative – Councillor Roznicki

6.6 Emergency Management Advisory Committee
All of Council

6.7 Intermunicipal Collaborative Framework Committee (ICF)
Representative – Mayor MacCormack
Representative – Councillor Hall

6.8 Intermunicipal Development Committee (IDP)
Representative – Mayor MacCormack
Representative – Councillor Hall

Motion 2025-06ORG MOVED BY Deputy Mayor Zaplotinsky that the FireSmart Committee be suspended.
CARRIED

Motion 2025-06ORG MOVED BY Councillor Roznicki to approve the committee representative appointments.
CARRIED

7. SIGNING AUTHORITIES

Motion 2025-07ORG MOVED BY Councillor Hall to appoint Adam MacCormack, Andrea Kosolofski, John Roznicki 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 2025-08ORG MOVED BY Councillor Kosolofski that Servus Credit Union remain the banking authority for the Village of Spring Lake.
CARRIED

9. CAO APPOINTMENT

Motion 2025-09ORG MOVED BY Councillor Hall that Emily House remain CAO for the Village of Spring Lake.
CARRIED

10. ADMINISTRATION OFFICE

Motion 2025-10ORG MOVED BY Deputy Mayor Zaplotinsky that Administration Office remain at 990 Bauer Avenue, Spring Lake, AB T7Z 2S9.
CARRIED

11. AUDITOR APPOINTMENT

Motion 2025-11ORG MOVED BY Councillor Kosolofski that Seniuk & Marcato remain appointed as the Auditor.
CARRIED

12. SOLICTOR APPOINTMENT

Motion 2025-12ORG MOVED BY Councillor Roznicki to appoint Patriot Law as the Village's Solicitor.
CARRIED

13. ASSESSMENT SERVICES APPOINTMENT

Motion 2025-13ORG MOVED BY Deputy Mayor Zaplotinsky that Capital Region Assessment Services Commission remain appointed to provide Assessment Services to the Village of Spring Lake.
CARRIED

14. *ASSESSOR APPOINTMENT*

Motion 2025-14ORG MOVED BY Councillor Roznicki 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 2025-15ORG MOVED BY Councillor Kosolofski that Tony Sonnleitner remain appointed as the Development Authority.

CARRIED

16. *DIRECTOR OF EMERGENCY MANAGEMENT APPOINTMENT*

Motion 2025-16ORG MOVED BY Councillor Hall that Emily House be appointed as the Director of Emergency Management.

CARRIED

17. *DEPUTY DIRECTOR OF EMERGENCY MANAGEMENT APPOINTMENT*

Motion 2025-17ORG MOVED BY Deputy Mayor Zaplotinsky that Tony Siegel and Janet Zaplotinsky be appointed as the Deputy Director of Emergency Management.

CARRIED

18. *SUBDIVISION AND MUNICPAL PLANNING AUTHORITY APPOINTMENT*

Motion 2025-18ORG MOVED BY Councillor Roznicki 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 2025-19ORG MOVED BY Councillor Hall that Council appoint Jason Shewchuk, John Roznicki, Rainbow Williams, Denis Meier, Jamie-Lee Kraley, Tony Siegel, Angela Duncan and Chris Zaplotinsky as Board Members to the Subdivision and Development Appeal Board.

CARRIED

20. *SUBDIVISION AND DEVELOPMENT APPEAL BOARD CLERK APPOINTMENT*

Motion 2025-20ORG MOVED BY Councillor Kosolofski that Council appoint Cathy McCarthy, Emily House and Janet Zaplotinsky 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 2025-21ORG MOVED BY Councillor Hall to appoint Nichols Environmental (Canada) Ltd. as the Village of Spring Lake's Engineer.

CARRIED

22. *WEED INSPECTOR APPOINTMENT*

Motion 2025-22ORG MOVED BY Councillor Roznicki that Council appoint Tony Siegel and Zachary Archibald as Weed Inspectors for the Village of Spring Lake.

CARRIED

23. *ACCESS TO INFORMATION AND PROTECTION OF PRIVACY COORDINATOR APPOINTMENT*

Motion 2025-23ORG MOVED BY Councillor Hall to appoint Emily House as Access to Information and Protection of Privacy Coordinator.

CARRIED

24. *DATE, TIME and PLACE OF MEETINGS*

Motion 2025-24ORG MOVED BY Councillor Kosolofski that the date and time of Regular Council Meetings remains in accordance with the Village's Procedural Bylaw No. 381 and any amendments hereto, with the place of the meetings being the Village of Spring Lake Council Chambers, unless otherwise determined by motion of Council at a preceding Council Meeting.

CARRIED

25. FORM OF MEETING

Motion 2025-26ORG MOVED BY Deputy Mayor Zaplotinsky that the form of meetings remain in accordance with the Village's Procedural Bylaw No. 381 and any amendments hereto.

CARRIED

26. ADJOURNMENT

Motion 2025-27ORG MOVED BY Councillor Kosolofski that the October 30, 2025 Organizational Meeting be adjourned at 7:43 pm.

CARRIED

Mayor

Administrator