MINUTES OF THE ORGANIZATIONAL MEETING OF COUNCIL OF THE SUMMER VILLAGE OF LAKEVIEW, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY, AUGUST 25, 2022 AT 5:00PM HELD AT THE VILLAGE OF SPRING LAKE, ALBERTA COUNCIL CHAMBERS

	PRESENT	Councillors: Earle Robertson Tom Woodman Doug Willows Administration: Emily House, CAO There were no members of the Public present.
1.	**CALL TO ORDER**	Chief Administrative Officer, Emily House, called the August 25, 2022 Regular Council Meeting to order at 5:00p.m.
2.	**AGENDA** 2.1 Motion No. ORG020-22 Agenda – August 25, 2022	**MOVED** Deputy Mayor Doug Willows that the August 25, 2022 Organizational Meeting Agenda be approved as presented. **CARRIED**
3.	**NOMINATIONS AND OATH OF OFFICES** 3.1 Motion No. ORG021-22 Nominations for Mayor	Chief Administrative Officer House asked for nominations for the position of Mayor. Councillor Willows nominated Councillor Robertson for the position of Mayor. Chief Administrative Officer House asked if there were any further nominations. There were none. **MOVED** by Councillor Woodman that nominations cease for the position of Mayor. **CARRIED**
	3.2 Motion No. ORG022-22 Nominations for Deputy Mayor	Councillor Robertson accepted the position of Mayor, took the Oath of Office and chaired the rest of the meeting. Mayor Robertson asked for nominations for the position of Deputy Mayor. Mayor Woodman nominated Councillor Willows for the position of Deputy Mayor. Mayor Robertson asked if there were any further nominations. There were none. **MOVED** by Councillor Woodman that nominations cease for the position of Deputy Mayor. **CARRIED** Councillor Willows accepted the position of Deputy Mayor and took the Oath of Office.
	3.3 Councillor No.ORG023-22	Remaining Councillor will be declared Tom Woodman.

4.	**COMMITTEES** 4.1 Motion No. ORG024-22 Committee Appointments	**MOVED** BY Mayor Robertson that the following committee appointments be approved • Administration - Mayor Robertson • Municipal Planning – Mayor Robertson, Deputy Mayor Willows, and Councillor Woodman • Parks and Recreation – Mayor Robertson, Deputy Mayor Willows, and Councillor Woodman • Community Services – Mayor Robertson, Deputy Mayor Willows, and Councillor Woodman • Public Works – Mayor Robertson, Deputy Mayor Willows, and Councillor Woodman • Capital Regional Assessment Services Commission –Deputy Mayor Willows, Alternate – Mayor Earle Robertson • Emergency Management Advisory Committee – Mayor Robertson, Deputy Mayor Willows, and Councillor Woodman • Intermunicipal Development Plan Committee – Councillor Woodman and Deputy Mayor Doug Willows **CARRIED**
5.	**COUNCIL REMUNERATION** Motion No. ORG025-22	**MOVED** BY Mayor Earle Robertson that Council remuneration remain set at $100.00 per month. With Mileage being compensated at CRA'S rate. **CARRIED**
6.	**BANKING INSTITUTION** Motion No. ORG026-22	**MOVED** BY Councillor Tom Woodman that the Summer Village of Lakeview bank account remain with the Royal Bank of Canada, Spruce Grove Branch. **CARRIED**
7.	**SIGNING AUTHORITY** Motion No. ORG027-22	**MOVED** BY Deputy Mayor Willows that the signing authority be designated as Members of Council Earle Robertson, Doug Willows, Tom Woodman and Chief Administrative Officer Emily House with two signatures required, one being a member of Council and one being CAO Emily House and in the absence of the CAO, then a designate as appointed by Council. **CARRIED**
8.	**ADMINISTRATION OFFICE** Motion No. ORG028-22	**MOVED** BY Mayor Earle Robertson that the Summer Village of Lakeview Administration Office remain at 31 Lakeshore Drive, Sandy Beach, AB with mailing address being Site 1, Box 157, RR 1, Onoway, AB T0E 1V0. **CARRIED**

9.	**MEETING DATES** Motion No. ORG029-22	**MOVED** BY Councillor Tom Woodman that regular meeting date and time be determined by Council during the previous meeting.

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		CARRIED
10.	**CONFIRMATION OF CAO APPOINTMENT** Motion No. ORG030-22	**MOVED** BY Mayor Robertson that Emily House be confirmed as the Municipality's Chief Administrative Officer. **CARRIED**
11.	**CONFIRMATION OF AUDITOR** Motion No. ORG031-22	**MOVED** BY Deputy Mayor Doug Willows that Seniuk and Company Chartered Accounts be confirmed as the Municipality's Auditor. **CARRIED**
12.	**CONFIRMATION OF SOLICITOR APPOINTMENT** Motion No. ORG032-22	**MOVED** BY Councillor Tom Woodman that Patriot Law be confirmed as Solicitor for the Municipality. **CARRIED**
13.	**CONFIRMATION OF ASSESSOR APPOINTMENT** Motion No. ORG033-22	**MOVED** BY Mayor Earle Robertson that KCL Consulting as represented by Kevin Lawerence, be confirmed as the Municipality's assessor, with assessment appeals handled through the Capital Region Assessment Services Commission. **CARRIED**
14.	**CONFIRMATION OF DEVELOPMENT OFFICER** Motion No. ORG034-22	**MOVED** BY Deputy Mayor Willows that Tony Sonnleitner be confirmed as the Municipality's Development Officer. **CARRIED**
15.	**CONFIRMATION OF SUBDIVISION AUTHORITY** Motion No. ORG035-22	**MOVED** BY Mayor Earle Robertson that Jane Dauphinee be confirmed as the Subdivision Authority. **CARRIED**
16.	**CONFIRMATION OF SUBDIVISION & DEVELOPMENT APPEAL BOARD MEMBERS** Motion No. ORG036-22	**MOVED** BY Councillor Tom Woodman that Jason Shewchuk, Rainbow Williams, John Roznicki, Denis Meier, Jamie Kraley, John McIvor, Gerald Stark and Chris Zaplotinsky be confirmed as Subdivision and Development Appeal Board Members. **CARRIED**

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17.	**CONFIRMATION OF SUBDIVISION & DEVELOPMENT APPEAL BOARD CLERK** Motion No. ORG037-22	**MOVED** BY Deputy Mayor Willows that Emily House and Karen Provence be confirmed as Subdivision and Development Appeal Board Clerks. **CARRIED**
18.	**CONFIRMATION OF FOIP COORDINATOR** Motion No. ORG038-22	**MOVED** BY Deputy Mayor Doug Willows that the Chief Administrative Officer act as the FOIP Coordinator for the Municipality. **CARRIED**
19.	**ADJOURNMENT** Motion No. ORG039-22	**MOVED** BY Councillor Woodman that the August 25, 2022 Organizational Meeting be adjourned at 5:12pm. **CARRIED**

Mayor

Chief Administrative Officer