MINUTES OF THE ORGANIZATIONAL MEETING OF COUNCIL OF THE SUMMER VILLAGE OF LAKEVIEW, IN THE PROVINCE OF ALBERTA, HELD ON AUGUST 29, 2025 AT 10:30AM
HELD AT VILLAGE OF SPRING LAKE COUNCIL CHAMBERS, 990 BAUER AVENUE, SPRING LAKE, AB

	PRESENT	Mayor: Earle Robertson Deputy Mayor: Doug Willows Councillor: Tom Woodman Administration: Emily House, CAO There were no members of the public present.
1.	CALL TO ORDER	Chief Administrative Officer Emily House called the August 29, 2025, Organizational Council Meeting to order at 10:30 AM.
2.	AGENDA 2.1 Adoption of Agenda Motion No. 001-25ORG	**MOVED** by Councillor Robertson that the August 29, 2025, Organizational Council Meeting Agenda be approved as presented. CARRIED
3.	NOMINATIONS AND OATH OF OFFICE 3.1 Mayor	Chief Administrative Officer House asked for nominations for the position of Mayor. Councillor Woodman nominated Councillor Robertson for the position of Mayor. Chief Administrative Officer House asked if there were any other nominations for the position of Mayor. There were none.
	Motion No. 002-25ORG	**MOVED** by Councillor Willows that nominations cease for the position of Mayor. CARRIED Councillor Robertson accepted the position of Mayor and chaired the rest of the meeting.
	3.1 Deputy Mayor	Mayor Robertson asked for nominations for the position of Deputy Mayor. Councillor Woodman nominated Councillor Willows for the position of Deputy Mayor. Mayor Robertson asked if there were any other nominations for the position of Mayor. There were none.
	Motion No. 003-25ORG	**MOVED** by Councillor Woodman that nominations cease for the position of Deputy Mayor. CARRIED Councillor Willows accepted the position of Deputy Mayor.

4.	COMMITTEES 4.1 Committee Appointments Motion No. 004-25ORG	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 Region Assessment Services Commission – Deputy Mayor Willows, with the alternative being Mayor Robertson • Emergency Management Advisory Committee – Mayor Robertson, Deputy Mayor Willows and Councillor Woodman • Intermunicipal Development Plan Committee – Deputy Mayor Willows and Councillor Woodman CARRIED
5.	COUNCIL REMUNERATION Motion No. 005-25ORG	MOVED by Councillor Woodman that Council Remuneration be set at $100.00 per month. CARRIED
6.	BANKING INSTITUTION Motion No. 006-25ORG	MOVED by Deputy Mayor Willows that the Summer Village of Lakeview bank account remain with ATB Financial, Onoway Branch. CARRIED
7.	SIGNING AUTHORITY Motion No. 007-25ORG	MOVED by Deputy Mayor Willows that the Signing Authority be designated as Members of Council, Mayor Earle Robertson, Deputy Mayor Doug Willows, Councillor Tom Woodman and Chief Administrative Officer Emily House, with two signatures required, one being a member of Council and the other being CAO Emily House and in the absence of the CAO, then a designate as appointed by Council. CARRIED
8.	ADMINISTRATION OFFICE Motion No. 008-25ORG	MOVED by Mayor Robertson that the Summer Village of Lakeview Administration Office remain at 31 Lakeshore Drive, Sandy Beach, AB with the mailing address being Box 1075, Onoway, AB T0E 1V0. CARRIED

9.	MEETING DATES Motion No. 009-25ORG	MOVED by Deputy Mayor Willows that regular meeting dates and times be determined by Council during the previous meeting. CARRIED
10.	CONFIRMATION OF CAO APPOINTMENT Motion No. 010-25ORG	MOVED by Mayor Robertson that Emily House be confirmed as the Municipality's Chief Administrative Officer. CARRIED
11.	CONFIRMATION OF AUDITOR Motion No. 011-25ORG	MOVED by Councillor Woodman that Seniuk and Company Chartered Accountants be confirmed as the Municipality's Auditor. CARRIED
12.	CONFIRMATION OF SOLICITOR APPOINTMENT Motion No. 012-25ORG	MOVED by Deputy Mayor Willows that Patriot Law be confirmed as Solicitor for the Municipality. CARRIED
13.	CONFIRMATION OF ASSESSOR APPOINTMENT Motion No. 013-25ORG	MOVED by Mayor Robertson that KCL Consulting as represented by Kevin Lawrence be confirmed as Assessor for the Municipality, with assessment appeals being handled by the Capital Region Assessment Services Commission. CARRIED
14.	CONFIRMATION OF DEVELOPMENT OFFICER Motion No. 014-25ORG	MOVED by Councillor Woodman that Tony Sonnleitner be confirmed as Development Officer for the Municipality. CARRIED
15.	CONFIRMATION OF SUBDIVISION AUTHORITY Motion No. 015-25ORG	MOVED by Deputy Mayor Willows that Jane Dauphinee be confirmed as the Subdivision Authority. CARRIED

16.	CONFIRMATION OF SUBDIVISION AND DEVELOPMENT APPEAL BOARD Motion No. 016-25ORG	MOVED by Mayor Robertson that Jason Shewchuck, Rainbow Williams, John Roznicki, Denis Meier, Jamie Kraley, Chris Zaplotinsky, Tony Siegel, and Angela Duncan be confirmed as Subdivision and Development Appeal Board Members. CARRIED
17.	CONFIRMATION OF SUBDIVISION AND DEVELOPMENT APPEAL BOARD CLERK Motion No. 017-25ORG	MOVED by Councillor Woodman that Emily House, Janet Zaplotinsky and Cathy McCarthy be confirmed as Subdivision and Development Appeal Board Clerks. CARRIED
18.	CONFIRMATION OF AIA and POP COORDINATOR Motion No. 018-25ORG	MOVED by Deputy Mayor Willows that the Chief Administrative Officer be confirmed as the AIA and POP Coordinator for the Municipality. CARRIED
19.	ADJOURNMENT Motion No. 019-25ORG	MOVED by Mayor Robertson that the August 29, 2025 Organizational Meeting be adjourned at 11:05AM CARRIED

Mayor

Chief Administrative Officer