



Summer Village of Crystal Springs

Box 6C Village Drive, Westeros, AB T0C 2V0

Tel: 780-360-7000

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www.crystalsprings.ca

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Organizational Meeting Minutes

August 24, 2017

10:00 am Ma-Me-O Beach Library Board Room

PRESENT Mayor Churchill, Ms. Margaret Gagnon, Mr. Ian Rawlinson, Mr. Ron La Jeunesse
CAO Brad Watson

CALL TO ORDER The meeting was called to order by the CAO at 10:00 am.

OATH OF OFFICE The Oath of Office was sworn and signed by each council member in the following order: Margaret Gagnon, Ian Rawlinson, Ron La Jeunesse.

APPOINTMENT OF MAYOR AND DEPUTY MAYOR

Motion #17-202 Councillor La Jeunesse moved that Ian Rawlinson be appointed as Mayor.
Carried

Motion #17-203 Councillor Gagnon moved that Ron La Jeunesse be appointed as Deputy Mayor.
Carried

Mayor Rawlinson assumed the Chair for the remainder of the meeting.

APPOINTMENTS: The various community and council committees and municipal officials were reviewed and discussed in relation to council representation and appointment interests and needs.

AUDITOR for 2017 The accounting firm of Seniuk and Company of Edmonton has been the audit firm. It was considered most appropriate to have this firm continue given the change in the summer Village circumstances in 2017.

Motion #17-204 Deputy Mayor LA Jeunesse moved that Seniuk and Company of Edmonton be appointed as the auditor for 2017.
Carried

ASSESSOR Grant Clark of Leduc (Kevin Lawrence owner KCL Consulting Inc. St. Albert), contracted through Capital Region Assessment Services Commission has been serving the municipality as the Assessor.



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Motion #17-205 Deputy Mayor La Jeunesse moved that Grant Clark of Leduc (Kevin Lawrence owner KCL Consulting Inc. St. Albert) contracted through Capital Region Assessment Services Commission be appointed as Assessor.

Carried

CAPITAL REGION ASSESSMENT SERVICES (CRASC)

The meetings for this Commission are held in Edmonton and are at the call of the Chair (usually one meeting per year). The Chair is undertaking to organize a meeting in the next while.

Motion #17-206 Mayor Rawlinson moved that the appointment to CRASC be determined at a later date subject to meeting information and details being received.

Carried

ALLIANCE OF PIGEON LAKE MUNICIPALITIES (APLM)

Motion #17-207 Deputy Mayor La Jeunesse moved that Mayor Rawlinson be the council representative on the Alliance of Pigeon Lake Municipalities.

Carried

PIGEON LAKE SUMMER VILLAGES STRATEGIC ALLIANCE (PLSVSA)

Motion #17-208 Deputy Mayor La Jeunesse moved that this appointment be considered in the future subject to contact and need.

Carried

INTER MUNICIPAL DEVELOPMENT PLAN COMMITTEE (IDP)

This committee consists of membership from surrounding rural and urban municipalities with responsibilities commensurate with provincial government interests for inter municipal collaboration with respect to development plans, projects, and grant funding interests for area benefit.

Motion #17-209 Deputy Mayor La Jeunesse moved that Mayor Rawlinson be appointed to the Inter Municipal Development Plan Committee.

Carried

EMERGENCY MANAGEMENT / EMERGENCY SERVICES



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This committee is responsible for protective services including fire, policing and regional emergency management.

Motion #17-210 Mayor Rawlinson moved that councillor Gagnon be appointed to Emergency Management / Emergency Services.

Carried

PUBLIC WORKS COMMITTEE

This internal municipal committee was seen as not necessary at this time.

Motion #17-211 Deputy Mayor La Jeunesse moved that the Public Works Committee be dissolved in as much as it dealt with matters that all of council would address.

Carried

SOUTH SIDE PIGEON LAKE WASTE WATER COMMITTEE (SSWWC)

Motion #17-212 Mayor Rawlinson moved that Deputy Mayor La Jeunesse be appointed to the South Side Pigeon Lake Waste Water committee.

Carried

REGIONAL WASTEWATER COMMITTEE (PLRWWC)

Motion #17-213 Mayor Rawlinson moved that Deputy Mayor La Jeunesse be appointed to the Regional Wastewater Committee.

Carried

ENVIRONMENT COMMITTEE

This committee was determined to be replaced with a Parks and Recreation Committee.

YELLOWHEAD REGIONAL LIBRARY BOARD

Motion #17-214 Deputy Mayor La Jeunesse moved that Councillor Gagnon be appointed to the Yellowhead Regional Library Board.

Carried

DEVELOPMENT APPEAL BOARD



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This Board is a formal tribunal to hear appeals regarding development issues. Public members are a part of this Board. Those presently appointed as public members will be contacted in order to ascertain their interest as to continuance for service. The duties and responsibilities will be outlined with a notice advertising for other persons who may be interested in serving on this Board.

Motion #17-215 Deputy Mayor La Jeunesse moved that Councillor Gagnon be appointed to the Development Appeal Board and that those presently serving as public members be contacted to ascertain continuing interest and to advertise for others interested in serving.

Carried

CHAMBER OF COMMERCE

Although the Crystal Springs council has not been active, interest was expressed that this council be more involved with such.

Motion #17-216 Mayor Rawlinson moved that the Summer Village of Crystal Springs approach the Chamber of Commerce to join as members, and that Councillor Gagnon be appointed as representation.

PARKS AND RECREATION COMMITTEE

Motion #17-217 Mayor Rawlinson moved that Deputy Mayor La Jeunesse be appointed to the Parks and Recreation Committee.

Carried

PIGEON LAKE WATER ASSOCIATION (PLWA)

Motion #17-218 Mayor Rawlinson moved that in the interest of a stronger relationship with the Pigeon Lake Water Association, council contact the President and inquire about the potential for a mid-term appointment of a Crystal Springs council representative to the PLWA Board.

Carried

SIGNING AUTHORITY Signing Authority was reviewed and discussed. Each must attend the bank (ATB Financial) and sign the papers at the bank.



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Motion #17-219 Deputy Mayor La Jeunesse moved that the signing authorities be designated as Mayor Rawlinson, Deputy Mayor La Jeunesse, Councillor Gagnon and the Chief Administrative Officer Brad Watson. Cheques must be signed by any two signing authorities.

CODE OF CONDUCT The Code of Conduct Policy (#13-2011) was circulated for information.

MEETING DETAILS The dates, times and location(s) for council meetings were discussed.

Motion #17-220 Mayor Rawlinson moved that regular council meetings be held every second Tuesday of the month between 4:00 pm and 6:00 pm at the Village Office Board Room (unless circumstances for attendance accommodation warrant otherwise for location)

Carried

MAYOR RAWLINSON COMMENTS

- Mayor Rawlinson expressed interest in a Council Newsletter being prepared perhaps quarterly throughout the year.
- He expressed appreciation and gratitude to previous Mayor Grant Churchill for his attendance and assistance provided in explaining some of the committees and their purposes and meetings.
- Interest in Google World for meeting needs when council members are absent from the area.

ADJOURNMENT

Motion #17-221 Mayor Rawlinson moved adjournment.

Carried (11:50 am)

Mayor

Chief Administrative Officer