#### SUMMER VILLAGE OF BURNSTICK LAKE

## Organizational Meeting – June 29, 2024

#7 Burnstick Drive

Present Councillors: Harold Esche,

Doug Lindblom, Brenda Madge

Staff: CAO Therese Kleeberger.

Call to Order CAO Therese Kleeberger called the meeting to order at 10:30 am

APPOINTMENT OF MAYOR

Therese Kleeberger, C.A.O., called for nominations for Mayor. Councillor Madge nominated Councillor Esche for Mayor.

Res. 01-2024 ORG MOVED by Councillor Madge that nominations cease.

**CARRIED** 

Councillor Esche is declared Mayor of the Summer Village.

CAO Therese Kleeberger turned the meeting over to Mayor Esche.

APPOINTMENT OF DEPUTY MAYOR

Mayor Esche called for nominations for Deputy Mayor.

Mayor Esche nominated Councillor Lindblom for Deputy Mayor.

Res. 02-2024 ORG MOVED by Councillor Madge that nominations cease.

**CARRIED** 

Councillor Lindblom is declared Deputy Mayor of the Summer Village.

**ADOPTION OF AGENDA** 

Res. 03-2024 ORG MOVED by Deputy Mayor Lindblom that the agenda be adopted as presented.

CARRIED

**LOCATION OF MUNICIPAL OFFICE** 

Res. 04-2024 ORG MOVED by Mayor Esche that #7 Burnstick Drive, Burnstick Lake, Alberta be named

as the location of the Summer Village of Burnstick Lake municipal office.

CARRIED

**MEETING DATES** 

Res. 05-2024 ORG MOVED by Mayor Esche that the meeting dates for the next year be set at the last

meeting of Council in December.

**CARRIED** 

**FINANCIAL INSTITUTION** 

Res. 06-2024 ORG MOVED by Mayor Esche that banking services continue to be provided by ATB

Financial – Caroline Branch.

**CARRIED** 

**SIGNING AUTHORITIES** 

Res. 07-2024 ORG MOVED by Mayor Esche that agreements and cheques must be signed by one

person in Group A and one person in Group B and further, that the said groups

shall consist of the following:

<u>GROUP A:</u> Mayor Harold Esche, Deputy Mayor Doug Lindblom, and Councillor Brenda Madge.

**GROUP B:** Therese Kleeberger, CAO.

**CARRIED** 

#### APPOINTMENT OF AUDITORS

Res. 08-2024 ORG

MOVED by Mayor Esche that Darryl Scase, Scase and Partners Professional Accountants, Calgary, Alberta be appointed as the auditor for the Summer Village.

**CARRIED** 

## **COMMITTEE AND BOARD APPOINTMENTS**

## <u>Subdivision and Development Appeal Board:</u>

The Summer Village has entered into a regional agreement with Parkland Community Planning Servicers (PCPS) to provide the services of a Subdivision & Development Appeal Board.

## Capital Region Assessment Services Commission (CRASC):

The Summer Village contracts with CRASC to provide specific administrative and financial services relating to Assessment Review Boards. The contract expires December 31, 2024.

Council representative to CRASC: Mayor Harold Esche.

## **Subdivision Authority:**

Council Members: Mayor Harold Esche, Councillor Brenda Madge Subdivision Officer: CAO Therese Kleeberger

## Municipal Planning Commission (3 members):

Council Member(s): Mayor Harold Esche, Deputy Mayor Doug Lindblom,

Councillor Brenda Madge

Member(s) at Large: James Costello as alternate.

## Capital Planning Advisory Committee:

Council (1 Member): Councillor Brenda Madge

Members at Large (4, 1 alternate): Kerry Mothersill, Glenn Gray, Jim

Samuel,

Alternate: Genevieve Samuel.

#### CREMA (Clearwater Regional Emergency Management Advisory Committee):

Council Member: Deputy Mayor Doug Lindblom Alternate Council Member: Councillor Brenda Madge

## **Trail Committee:**

Council Member: Mayor Esche

Member at Large: Adam Duckett, Doug Clark

# Playground Committee:

Council Member: Mayor Esche, alternate Councillor Madge

Members at Large: Jared Layton, James Costello, Eric Becker, Val Tulman

## Boat Launch/Public Open Areas Committee:

Council Member: Mayor Esche

Members at Large: Brent Bellows, Joanne Bussey, James Costello, James

Cunningham, Glenn Gray, Kimberley Meetsma, Kerry Mothersill

Res. 09-2024 ORG

MOVED by Mayor Esche to approve the appointments to the above listed Committees and Boards. **CARRIED** 

#### AD HOC COMMITTEES, OTHER MISELLANEOUS VOLUNTEER JOBS

## SPOG Community Affairs Committee:

**Deputy Mayor Doug Lindblom** 

#### Fire Services Committee:

Members at Large: James Costello (Lead), David Clark, Connor Shields, Daniel Benoit, Jason Whalen

## Community Centre Propane Tank Checking:

**Deputy Mayor Doug Lindblom** 

## Security Officer(s):

Doug Clark

Therese Kleeberger, CAO

Res. 10-2024 ORG MOVED by Mayor Esche to approve the appointments to the above listed Ad Hoc **CARRIED** 

Committees and other Jobs.

Res. 11-2024 ORG MOVED by Mayor Esche to adjourn the organizational meeting. Time: 10:45 am. Adjournment **CARRIED** 

Harold Esche, Mayor Therese Kleeberger, C.A.O.

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