



Summer Village of Crystal Springs

Box 100, 605-2nd Avenue, Ma-Me-O Beach, AB T0C 1X0

Tel: 780-586-2494

Email: information@svofficepl.com

www.crystalsprings.ca

Summer Village of Crystal Springs

Organizational Meeting Minutes

July 13, 2023

Summer Villages Office

PRESENT Ms. Margaret Gagnon, Mr. Ian Rawlinson, Mr. Ron LaJeunesse
Sylvia Roy, CAO

- A. CALL TO ORDER** The meeting was called to order by the CAO at 1:02 p.m.
- B. OATH OF OFFICE** The Oath of Office was sworn and signed by each council member.
- C. APPOINTMENT OF MAYOR AND DEPUTY MAYOR**

Res. # 2023-141

Moved by Councillor Gagnon to appoint Councillor Rawlinson as Mayor of the Summer Village of Crystal Springs.

CARRIED

Res. # 2023-142

Moved by Councillor Gagnon to appoint Councillor LaJeunesse as Deputy Mayor of the Summer Village of Crystal Springs.

CARRIED

Mayor Rawlinson assumed the Chair at 1:04 p.m.

D. APPOINTMENTS

1. Auditor

Res. # 2023-143

Moved by Deputy Mayor LaJeunesse that Seniuk and Company of Edmonton, AB be appointed as auditor for the Summer Village of Crystal Springs.

CARRIED

2. Assessor

Res. # 2023-144

Moved by Deputy Mayor LaJeunesse that Grant Clark of Leduc (Kevin Lawrence owner KCL Consulting Inc. St. Albert, AB) contracted through Capital Region Assessment Services Commission be appointed as Assessor for the Summer Village of Crystal Springs.

CARRIED



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3. Capital Region Assessment Services Commission

Res. # 2023-145

Moved by Mayor Rawlinson that Councillor Gagnon be appointed as the representative to the Capital Region Assessment Services Commission for the Summer Village of Crystal Springs.

CARRIED

4. Alliance of Pigeon Lake Municipalities

Res. # 2023-146

Moved by Deputy Mayor LaJeunesse that Mayor Rawlinson be appointed as the representative to the Alliance of Pigeon Lake Municipalities for the Summer Village of Crystal Springs.

CARRIED

5. Joint Services Committee

Res. # 2023-147

Moved by Mayor Rawlinson that Deputy Mayor LaJeunesse be appointed as the representative to the Joint Services Committee for the Summer Village of Crystal Springs.

CARRIED

6. Intermunicipal Development Plan Committee

Res. # 2023-148

Moved by Deputy Mayor LaJeunesse that Mayor Rawlinson be appointed as the representative to the Intermunicipal Development Plan Committee for the Summer Village of Crystal Springs.

CARRIED

7. Intermunicipal Collaboration Framework Committee

Res. # 2023-149

Moved by Deputy Mayor LaJeunesse that Mayor Rawlinson be appointed as the representative to the Intermunicipal Collaboration Framework Committee for the Summer Village of Crystal Springs.

CARRIED

8. Regional Emergency Management Committee

Res. # 2023-150

Moved by Mayor Rawlinson that Councillor Gagnon be appointed as the representative for Regional Emergency Management Committee for the Summer Village of Crystal Springs.

CARRIED



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9. South Pigeon Lake Summer Villages Wastewater Committee

Res. # 2023-151

Moved by Mayor Rawlinson that Deputy Mayor LaJeunesse be appointed as the representative to the South Pigeon Lake Summer Villages Wastewater Committee for the Summer Village of Crystal Springs.

CARRIED

10. South Pigeon Lake Regional Wastewater Services Commission

Res. # 2023-152

Moved by Mayor Rawlinson that Deputy Mayor LaJeunesse be appointed as the representative to the South Pigeon Lake Regional Wastewater Services Commission for the Summer Village of Crystal Springs.

CARRIED

11. Parks & Recreation Committee

Res. # 2023-153

Moved by Deputy Mayor LaJeunesse that Mayor Rawlinson be appointed as the representative to the Parks & Recreation Committee for the Summer Village of Crystal Springs.

CARRIED

12. Yellowhead Regional Library

Res. # 2023-154

Moved by Deputy Mayor LaJeunesse that Councillor Gagnon be appointed as the representative to the Yellowhead Regional Library for the Summer Village of Crystal Springs.

CARRIED

13. Subdivision Authority

Res. # 2023-155

Moved by Councillor Gagnon that Municipal Planning Services be appointed as the Subdivision Authority for the Summer Village of Crystal Springs.

CARRIED

14. Subdivision & Development Appeal Board

Res. # 2023-156

Moved by Mayor Rawlinson that Councillor Gagnon be appointed as the representative to the Crystal Springs Subdivision & Development Appeal Board, that Deputy Mayor LaJeunesse be appointed the Alternate representative, and the public members are derived from a roster including: Arnold Moerth, John Slater, Bob Mieske, Gary Mielke, Stephen Jarvis, Ken Lewis, James Gillespie and Arthur Boytinck.



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CARRIED

Res. # 2023-157

Moved by Mayor Rawlinson that Subdivision & Development Appeal Board members be paid an honorarium of \$125 for each appeal hearing in which they participate for the Summer Village of Crystal Springs.

CARRIED

Res. # 2023-158

Moved by Mayor Rawlinson that Sylvia Roy be appointed as Clerk to the Subdivision and Development Appeal Board for the Summer Village of Crystal Springs.

CARRIED

15. Pigeon Lake Watershed Management Plan

Res. # 2023-159

Moved by Councillor Gagnon that Deputy Mayor LaJeunesse act as liaison to the Pigeon Lake Watershed Management Plan committee.

CARRIED

16. Pigeon Lake Regional Chamber of Commerce Liaison

Res. # 2023-160

Moved by Deputy Mayor LaJeunesse that Councillor Gagnon act as liaison to the Pigeon Lake Regional Chamber of Commerce for the Summer Village of Crystal Springs.

CARRIED

17. Pigeon Lake Watershed Association Liaison

Res. # 2023-161

Moved by Deputy Mayor LaJeunesse that Mayor Rawlinson act as liaison to the Pigeon Lake Watershed Association for the Summer Village of Crystal Springs.

CARRIED

18. Policing

Res. # 2023-162

Moved by Councillor Gagnon that Deputy Mayor LaJeunesse act as liaison to the RCMP and Counties for enforcement planning.

CARRIED

E. SIGNING AUTHORITY

Res. # 2023-163

Moved by Mayor Rawlinson to approve signing authority for the Summer Village of Crystal Springs for Council Members Ian Rawlinson, Ron LaJeunesse and Margaret Gagnon, and for



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Administrative Members Sylvia Roy, Chief Administrative Officer and Jeff Riege, Chief Financial Officer. Cheques are to be signed by one Council Member and one Administrative staff.

CARRIED

F. AUTHORIZED CONTACTS

Res. # 2023-164

Moved by Mayor Rawlinson that authorized contacts for the Summer Village of Crystal Springs for the Alberta Treasury Branch bank accounts are Sylvia Roy, Chief Administrative Officer; Jeff Riege, Chief Financial Officer and Rose Mary Peel, Accounting Clerk.

CARRIED

G. COUNCIL MEETING DETAILS

Res. # 2023-165

Moved by Deputy Mayor LaJeunesse that Council Meetings be held every first Thursday of the month starting October 2023 at 1:00 p.m. at the Summer Villages Office at 605-2nd Avenue, Ma-Me-O Beach, AB unless circumstances deem otherwise.

CARRIED

H. BYLAW #238, CODE OF CONDUCT FOR COUNCIL MEMBERS

All Council Members received and signed a copy of the Code of Ethics and Conduct for Council Members Policy.

I. ADJOURNMENT

Res. # 2023-166

Moved by Mayor Rawlinson that the meeting be adjourned at 1:13 pm.

CARRIED



**Ian Rawlinson, Mayor
Summer Village of Crystal Springs**



**Sylvia Roy, Chief Administrative Officer
Summer Village of Crystal Springs**