

SUMMER VILLAGE OF BURNSTICK LAKE
Organizational Meeting – August 23, 2025
#7 Burnstick Drive

Present Mayor: Harold Esche,
 Deputy Mayor: Doug Lindblom,
 Councillor: Brenda Madge
 Staff: CAO Therese Kleeberger.

Call to Order Mayor Esche called the meeting to order at 11:45 am

APPOINTMENT OF MAYOR, DEPUTY MAYOR

The Mayor and Deputy Mayor positions were filled during the Elected Official Orientation and Training session held prior to the Organizational meeting.

ADOPTION OF AGENDA

Res. 01-2025 ORG MOVED by Deputy Mayor Lindblom that the agenda be adopted as presented.

CARRIED

LOCATION OF MUNICIPAL OFFICE

Res. 02-2025 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. 03-2025 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. 04-2025 ORG MOVED by Mayor Esche that banking services continue to be provided by ATB Financial – Caroline Branch.

CARRIED

SIGNING AUTHORITIES

Res. 05-2025 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:

GROUP A: Mayor Harold Esche, Deputy Mayor Doug Lindblom, and Councillor Brenda Madge.

GROUP B: Therese Kleeberger, CAO.

CARRIED

APPOINTMENT OF AUDITORS

Res. 06-2025 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

Subdivision and Development Appeal Board:

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, 2027.

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 members): Kerry Mothersill, Glenn Gray, Jim Samuel, 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

Members at Large: Adam Duckett, Doug Clark, Jason Whalen, Daniel Benoit

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

Forest Fire Risk Reduction and Fire Services Committee:

Council Member: Mayor Esche

Members at Large: James Costello, Dave Clark, Connor Shields, Daniel Benoit, Jason Whalen

Res. 07-2025 ORG MOVED by Mayor Esche to approve the appointments to the above listed Committees and Boards. **CARRIED**

AD HOC COMMITTEES, OTHER MISCELLANEOUS VOLUNTEER JOBS

SPOG Community Affairs Committee:

Deputy Mayor Doug Lindblom

Community Centre Propane Tank Checking:

Deputy Mayor Doug Lindblom

Security Officer(s):

Doug Clark

Therese Kleeberger, CAO

Res. 08-2025 ORG MOVED by Mayor Esche to approve the appointments to the above listed Ad Hoc Committees and other Jobs. **CARRIED**

Res. 09-2025 ORG MOVED by Mayor Esche to adjourn the organizational meeting. Time: 12:15 pm. **CARRIED**
Adjournment

Harold Esche, Mayor

Therese Kleeberger, C.A.O.