

**MINUTES OF THE REGULAR MEETING  
SUMMER VILLAGE OF WHITE SANDS  
COUNCIL**

**held on January 17, 2024  
Municipal Office #10, 19447 Hwy 12,  
County of Stettler and electronically  
Streaming on YouTube.**

**Present:** Mayor Lorne Thurston  
Councilor Bob Huff (Zoom)  
Councilor Ed Waugh (Zoom)  
CAO, Melissa Beebe  
Administrative Assistant, Erin Weinzierl

**Absent:**

**Public: (0)**

**1. Call to Order:**

Mayor Thurston calls the Council Meeting to order at 9:35 AM

**2. Adoption of Agenda**

- 6.2 Revised Policy VIII Employee Safety
- 7.1 Municipal Office Building Engineered Proposal Site Plan
- 12.1 Personnel – Human Resources

**Motion 24:01:01** Moved by Councillor Huff to approve the agenda as amended.

MOTION CARRIED

**3. Adoption of Previous Minutes:**

**3.1. Regular Council Meeting Minutes of December 20, 2023**

**Motion 24:01:02** Moved by Councillor Huff to adopt the minutes from the Regular Council Meeting of December 20, 2023, as presented.

MOTION CARRIED

**4. Public Hearing: None**

**5. Delegation/Presentation: None**

**6. Bylaws & Policies:**

**6.1. Policy XI Council Remuneration Policy**

**Motion 24:01:03** Moved by Mayor Thurston to have administration provide updates and samples of municipal remuneration policies and bring back a draft policy to be reviewed at the next regular council meeting on February 21, 2024.

MOTION CARRIED

**6.2. Revised Policy VIII Employee Safety**

**Motion 24:01:04** Moved by Councilor Huff to table the decision of the revised Employee Safety Policy VIII until the next regular council meeting on February 21, 2024.

MOTION CARRIED

## **7. Business**

### **7.1. Municipal Office Building Engineered Proposal Site Plan**

**Motion 24:01:05** Moved by Councilor Huff to have administration request information from the engineers about moving the location back more into the hillside, towards the tennis courts from Location 1, and also have foundation recommendations based on the geotechnical report, and have the findings brought to the next regular council meeting on February 21, 2024.

MOTION CARRIED

## **8. Council Reports:**

### **8.1. Councilor Huff**

- Friday he is going to a planning meeting for the Stettler Regional Waste Management.
- Bob is gone from Jan 21<sup>st</sup> - March 4<sup>th</sup> and will still have full access

### **8.2. Councilor Waugh**

- Nothing to report.
- 3<sup>rd</sup> week of February to the 1<sup>st</sup> week of April. He will be available through Zoom and cell.

### **8.3. Mayor Thurston**

- Boat Motor was ripped off the boat, an application was not made to insurance. Is it worth it? Administration is having Public Works is having an inspection with the boat: what needs to be done and costs.
- Carriage Road: Not a registered road and partly on MR. Resident is about to live there full-time. The property driveway/road is not very wide and hard to maintain in the winter. To turn around a vehicle there, one has to go onto a property. Another property owner there does not want anything encroaching on their property. Administration needs a request in writing from the property owner for her to review, investigate, and bring a RFD to a future council meeting.
- No parking signs and where they are needed. Based on the fire chief's recommendations there should be no parking along the roadway at Buffalo View Estates.
- RV inspection will be done to set a base-line of what RVs are on properties at the summer village. Administration will contact the rv inspector to see when they can do an inspection.
- March 1 to March 31<sup>st</sup> is away but available by Zoom or cellphone.

**Motion 24:01:06** Moved by Mayor Thurston to accept the Council Reports as presented.

MOTION CARRIED

## **9. CAO Reports**

### **9.1. Written Report**

### **9.2. Action List**

**Motion 24:01:07** Moved by Mayor Thurston to have administration attend the Brownlee LLP training session in virtual or in-person.

MOTION CARRIED

**Motion 24:01:08** Moved by Councilor Huff to accept the CAO reports as presented.

MOTION CARRIED

## **10. Financial Reports:**

### **10.1. Council Revenue and Expenditures as of December 31, 2023**

### **10.2. Capital Revenue and Expenditures as of December 31, 2023**

- 10.3. Council Cheque Listing as of December 31, 2023**
- 10.4. Bank Reconciliation Statement as of December 31, 2023**
- 10.5. Term Investment Jan, 2024.**

**Motion 24:01:09** Moved by Councillor Huff to accept all financial reports as presented.

MOTION CARRIED

**11. Correspondence**

- 11.1. Letter to Elected Municipal Leaders – Minister Rebecca Schultz**
- 11.2. LGFF Program Letter, Program Summary, and Information**
- 11.3. ASVA's Response Letter to the LGFF Program**
- 11.4. Hall Society Request of Donation for the Big Jack Classic**
- 11.5. Big Jack Classic Information**
- 11.6. 2024 Watershed Stewardship Grant**

**Motion 24:01:10** Moved by Councilor Huff to deny donating to the Big Jack Classic.

MOTION CARRIED

**Motion 24:01:11** Moved by Councilor Waugh to directed administration to create a community grant policy with guidelines and a budget number in relation to the 2024 budget approvals.

MOTION CARRIED

**Motion 24:01:12** Motion Moved by Mayor Thurston to accept the remaining correspondence as information.

MOTION CARRIED

**12. In-Camera Session: - Personnel – Land – Legal – Other**

**12.1. Personnel – Human Resources**

**Motion 24:01:13** Motion Moved by Mayor Thurston to move into camera at 11:43 am for Personnel – Human Resources as per section of FOIP.

MOTION CARRIED

**Motion 24:01:14** Motion Moved by Mayor Thurston to move out of camera at 11:58 am for Personnel – Human Resources as per section of FOIP.

MOTION CARRIED

**13. Adjournment**

**Motion 24:01:15** Moved by Council Waugh to adjourns the meeting at 11:58 pm.

MOTION CARRIED

Next Regular Council Meeting Date: February 21, 2024.

**Public welcome to attend or stream/watch the video of the meeting on our YouTube channel.**



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**Mayor**

*M. Burke*

**Chief Administrative Officer**