MINUTES OF THE ORGANIZATIONAL MEETING
SUMMER VILLAGE OF WHITE SANDS COUNCIL
held on August 18, 2026
White Sands Municipal Office
#8 Front Street, White Sands, AB and electronically streamed to YouTube.

Present: Dan Zembal, Councillor
Paul Ashford, Councillor
Leona Thorogood, Councillor
Melissa Beebe, CAO
Erin Weinzierl, Administrative Assistant

Absent:

Public:

1. **Call to Order**

Chief Administrative Officer (CAO) calls the Council Meeting to order at 9:32 AM

2. **Adoption of Agenda**

Motion 26:08:01 Moved by Councillor Ashford to approve the agenda as presented

MOTION CARRIED

3. **Appointments of Chief Elected Official (Mayor):**

Motion 26:08:02 Moved by Councillor Thorogood to nominate Councillor Zembal for position of Mayor. Councillor Ashford seconds the nomination. Councillor Zembal accepts the nomination as Mayor.

MOTION CARRIED

4. **Appointment of Deputy Chief Elected Official (Deputy Mayor)**:

Motion 26:08:03 Moved by Mayor Zembal to nominate Councillor Thorogood for position of Deputy Mayor and Councillor Ashford seconds. Councillor Thorogood accepts the nomination as Deputy Mayor.

MOTION CARRIED

5. **Council Governance Roles & Responsibilities**:

Motion 26:08:04 Moved by Councillor Thorogood to accept Council Governance Roles & Responsibilities as information.

MOTION CARRIED

6. **Appointment of Signing Authority**:

Motion 26:08:05 Moved by Councillor Thorogood to appoint Mayor Zembal, Deputy Mayor Thorogood, Councillor Ashford, and CAO (Melissa Beebe) as signing officers for the municipality.

MOTION CARRIED

7. **Establishment of Regular Council Meetings Schedule**:

Motion 26:08:06 Moved by Mayor Zembal to establish the regular council meeting to stay the same (third Monday of the month, at 9:30 AM, at the Municipal Office, and if it lands on a holiday, the meeting will be the following Tuesday).

MOTION CARRIED

8. Committee Appointments:

8.1. Municipal Planning Commission (MPC)

Motion 26:08:07 Moved by Councillor Thorogood to appoint all members of council to the MPC.

MOTION CARRIED

8.2. Buffalo Lake Intermunicipal Development Plan (BLIDP) Committee

Motion 26:08:08 Moved by Councillor Thorogood to appoint Mayor Zembal to BLIDP Committee and Councillor Ashford as alternate.

MOTION CARRIED

8.3. BLIDP Buffalo Lake South Shore Plan Committee

Motion 26:08:09 Moved by Councillor Thorogood to appoint Councillor Ashford to Buffalo Lake South Shore Plan Committee and Mayor Zembal as alternate.

MOTION CARRIED

8.4. Buffalo Lake Management Team (BLMT)

Motion 26:08:10 Moved by Councillor Thorogood to appoint Councillor Thorogood to BLMT and Mayor Zembal as alternate.

MOTION CARRIED

8.5. County of Stettler Housing Authority

Motion 26:08:11 Moved by Councillor Thorogood to appoint Councillor Ashford to County of Stettler Housing Authority and Councillor Thorogood as alternate.

MOTION CARRIED

8.6. Heartland Regional Fire Commission

Motion 26:08:12 Moved by Councillor Thorogood to appoint Councillor Thorogood to Heartland Regional Fire Committee and Mayor Zembal as alternate.

MOTION CARRIED

8.7. Stettler & District Ambulance Authority

Motion 26:08:13 Moved by Councillor Thorogood to appoint Councillor Ashford to Stettler & District Ambulance Authority and Councillor Thorogood as alternate.

MOTION CARRIED

8.8. Regional Waste Management Authority

Motion 26:08:14 Moved by Councillor Thorogood to appoint Mayor Zembal to Regional Waste Management Authority and Councillor Ashford as alternate.

MOTION CARRIED

8.9. Shirley McClellan Regional Water Services Commission (SMRWSC)

Motion 26:08:15 Moved by Councillor Thorogood to appoint Councillor Thorogood to SMRWSC and Mayor Zembal as alternate.

MOTION CARRIED

8.10. White Sands Parks & Recreation Committee

Motion 26:08:16 Moved by Councillor Thorogood to appoint Councillor Ashford to White Sands Parks & Recreation Committee Mayor Zembal as alternate.

MOTION CARRIED

8.11. White Sands Emergency Management Committee

Motion 26:08:17 Moved by Councillor Thorogood to appoint all three councillors to White Sands Emergency Management Committee.

MOTION CARRIED

8.12. Stettler Region Emergency Management Agency (SREMA)

Motion 26:08:18 Moved by Councillor Thorogood to appoint Councillor Ashford to SREMA and Councillor Thorogood as alternate.

MOTION CARRIED

8.13. Parkland Regional Library

Motion 26:08:19 Moved by Councillor Thorogood to appoint Councillor Thorogood to Parkland Regional Library and Councillor Ashford as alternate.

MOTION CARRIED

8.14. Intermunicipal Collaboration Committee (ICC)

Motion 26:08:20 Moved by Councillor Thorogood to appoint Mayor Zembal to ICC and Councillor Thorogood as alternate.

MOTION CARRIED

9. Appointment/Confirmation of External Agencies & Contracted Services:

Motion 26:08:21 Moved by Councillor Ashford that the Summer Village of White Sands appoint the following external agencies and individuals to provide municipal services:

9.1	Property Assessor	Municipal Property Consultants, Terry Willoughby
9.2	Municipal Auditor	Gitzel and Company
9.3	Safety Codes/ Inspection Services	IJD Inspections
9.4	Regional Subdivision Development Appeal Board	Regional SDAB and Clerk Overseen by PCPS
9.5	Regional Assessment Review Board	Capital Region Assessment Services Commission
9.6	Subdivision and Development Officer	Gra-Core Consulting & Investments Ltd & CAO
9.7	Regional Director of Emergency Management	Clint Sime, County of Stettler
9.8	Regional Deputy Directors of Emergency Management	Kyle Benna (County of Stettler Protection Services), Michael Kossowan (County of Stettler Protective Services), Ivan Dijkstra (Heartland Regional Fire Commission)
9.9	Animal Control Services and Bylaw Enforcement Officer	Alberta Animal Services Bylaw Enforcement

MOTION CARRIED

10. Annual Review of Council Remuneration Policy CNL 2.1:

Motion 26:08:22 Moved by Mayor Zembal to mainatain the current structure.

MOTION CARRIED

11. Adjournment:

Motion 26:08:23 Moved by Mayor Zembal to adjourn the meeting at 9:43 am.

MOTION CARRIED

Next Regular Council Meeting will be following the Organizational Meeting.
Public Welcome.

Original Signed

Mayor

Original Signed

Chief Administrative Officer