

**MINUTES OF THE REGULAR MEETING
SUMMER VILLAGE OF WHITE SANDS
COUNCIL
held on August 21, 2024
Municipal Office #10, 19447 Hwy 12,
County of Stettler and electronically
Streaming on YouTube.**

Present: Ian McCormack, Official Administrator (Zoom)
CAO, Melissa Beebe
Administrative Assistant, Erin Weinzierl

Absent:

Public: (1)

1. Call to Order:

Official Administrator McCormack calls the Council Meeting to order at 9:31 AM

2. Adoption of Agenda

Motion 24:08:01 Moved by Official Administrator McCormack to approve the agenda as amended:
- 10.5 July Bank Reconciliation as of July 31, 2024
- 7.2 Municipal Affairs LGFF Operating Grant

MOTION CARRIED

3. Adoption of Previous Minutes:

3.1. Regular Council Meeting Minutes of June 12, 2024

Motion 24:08:02 Moved by Official Administrator McCormack to adopt the minutes from the Regular Council Meeting of July 17, 2024, as presented.

MOTION CARRIED

4. Public Hearing: None

5. Delegation/Presentation: None

6. Bylaws & Policies

7. Business

7.1.2024 Nomination & By-Election Dates

Motion 24:08:03 Moved by Official Administrator McCormack to appoint Melissa Beebe as the returning officer for the 2024 by-election.

MOTION CARRIED

Motion 24:08:04 Moved by Official Administrator McCormack to appoint Erin Weinzierl as the substitute/deputy returning officer for the 2024 by-election.

MOTION CARRIED

Motion 24:08:05 Moved by Official Administrator McCormack to set the nomination date of September 14, 2024, from 10:00 AM to 12:00 PM. Nominations will take place at the municipal office at #10, 19447 Hwy 12, County of Stettler.

MOTION CARRIED

Motion 24:08:06 Moved by Official Administrator McCormack to approve the by-election date to October 12, 2024, from 10:00 AM to 7:00 PM, at White Sands Multi-Plex.

Caveat: Dependent on the number of nominations received. If there are more than two accepted nominations, there will be an election on October 12, 2024, if there are two or fewer nominations received, there will be no requirement for the election to proceed.

MOTION CARRIED

Motion 24:08:07 Moved by Official Administrator McCormack to budget up to \$5,000.00 to pay for the by-election; funds to come from general reserves.

MOTION CARRIED

Motion 24:08:08 Moved by Official Administrator McCormack to proceed with a special ballot to augment the October 12, 2024, by-election.

MOTION CARRIED

7.2. Municipal Affairs LGFF Operating Grant

Motion 24:08:09 Moved by Official Administrator McCormack to approve signature of the LGFF operating grant agreement.

MOTION CARRIED

Motion 24:08:10 Moved by Official Administrator McCormack to approve the signature of the LGFF capital agreement.

MOTION CARRIED

8. Council Reports:

9. CAO Reports

- 2024 Capital Updates
 - Municipal Office Site Works budget \$40,000 (MSI). Skirting installation- \$6,400; Pilings installation - 16,000; Utilities connecting to existing (sewer, gas, water, power) awaiting proposals. Pilings will be installed in the second week of September.
 - Truck Box Gravel Sander, 1.5 Yard with installation, \$11,250 ordering unit
 - UTV/Mini Truck working, still working on, most are private sales and would require a cheque for payment. Looking at dealership options ongoing.
 - August 20, met with Engineers and Atco for Front Street Widening project. Road width from 4.5 m to 6 m of road section that is approximately 80 meters of road section to be completed. Engineering estimates received for: Option 1 minor grade change ~ \$127,000, Option 2 Retaining Wall ~ \$204,000. All options include utility lowering and relocation (gas, telephone, and Power pole reset). Approved Budget \$100,000 (CCBF unspent allocation amounts over six years \$105,717) Utility relocations will begin middle of September. Awaiting bids from four local contractors to complete the road work this fall.
 - Basketball Hoop installation will be completed this fall, 2024. Two Hoops purchased in 2023, and TOMKO will install one at 8 Front Street Park and the other will be installed at Jack's Pond to replace the old one that broke in the windstorm this summer.

- Shoreline Management Plan, the aquatic shoreline assessment and the wildlife sweep was completed on the weekend of July 22 by CPP Environmental/MPS. this will provide guidance for policy, bylaws, recreational leases along the lake front.
- Maintenance Updates
 - Beach Maintenance: extreme low water level has exposed debris items on the bed of the lake that are human caused and have been removed, water vegetation piles removal weekly, beach grass trimming, and some harrowing
 - Road Maintenance: vegetation management of road right of ways being completed. Mowing of municipal reserves, and right of ways, fire lanes, etc. is slowing down.
 - Beach Access 4 Washroom vandalism required repairs. Daily and weekly maintenance is ongoing with beach access washrooms #5 and Jack's Pond required sewage tanks to be emptied early. Beach access 7 and 8 gate and fence repairs completed.
 - licensing and permitting being completed to install a fuel tank for the shop.
 - Drainage culvert inspections and clean up to be completed this fall and inventory replacement requirements for 2025
 - Hall Maintenance to be completed: window screen replacements, pressure washing of outside of hall, and furnace venting requires cleaning.
- Development Permits to date: 14
- RV Permits to date: 88

Motion 24:08:11 Moved Official Administrator McCormack to receive the CAO Action List as presented.

MOTION CARRIED

Motion 24:08:12 Moved Official Administrator McCormack to receive the verbal CAO report as presented.

MOTION CARRIED

Motion 24:08:13 Moved Official Administrator McCormack to call a 5-minute recess at 10:03 AM.

MOTION CARRIED

Motion 24:08:14 Moved Official Administrator McCormack to call the meeting back to order at 10:09 AM.

MOTION CARRIED

10. Financial Reports:

- 10.1. **Council Revenue and Expenditures as July 31, 2024**
- 10.2. **Capital Revenue and Expenditures as of July 31, 2024**
- 10.3. **Council Cheque Listing as of July 31, 2024**
- 10.4. **2024 Tax Trial Balance Outstanding Taxes as of August 14, 2024**
- 10.5. **Bank Reconciliation as of July 31, 2024**

Motion 24:08:15 Moved by Official Administrator McCormack to receives 10.1 to 10.5 as presented.

MOTION CARRIED

11. Correspondence

- 11.1. 2024 CCBF Funding Letter
- 11.2. Councilor Huff and Waugh's Resignation Letters

11.3. Ministerial Order No. MSD:061/24 Letter of Appointment of Official Administrator
11.4. Stettler RCMP Municipal & Provincial Crime Statistics

Motion 24:08:16 Moved by Official Administrator McCormack to receive 11.1 to 11.4 as information.

MOTION CARRIED

12. In-Camera Session: None

13. Adjournment

Motion 24:08:17 Moved by Official Administrator McCormack to adjourns the meeting at 10:20 AM.

MOTION CARRIED

Next Regular Council Meeting Date: September 18, 2024.

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



Official Administrator



Chief Administrative Officer