

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

**held on August 22, 2025
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
Carol Dyck, Commissioner of Oath

Absent:

Public: (9)

1. Call to Order:

Chief Administrative Officer (CAO) calls the Council Meeting to order at 10:37 AM

2. Oaths of Office – Carol Dyck, Commissioner of Oath:

- 2.1. Paul Ashford
- 2.2. Leona Thorogood
- 2.3. Dan Zembal

Mrs. Dyck withdraws from meeting at 10:50 AM

3. Appointments of Chief Elected Official:

Motion 25:08:01 Moved by Councillor Ashford to nominate Councillor Zembal for position of Mayor. Councillor Thorogood seconds the nomination. Councillor Zembal accepts the nomination as Mayor.

MOTION CARRIED

4. Appointment of Deputy Chief Elected Official:

Motion 25:08:02 Moved by Mayor Zembal to nominate Councillor Thorogood for position of Deputy Mayor. Councillor Thorogood accepts the nomination as Deputy Mayor.

MOTION CARRIED

8 public withdraws from the meeting at 11:00 AM

5. MGA Training Compliance:

Motion 25:08:03 Moved by Councillor Thorogood to confirm the completion of Part A MGA training by all members and registration for Part B (Munis 101) on September 13, 2025, and approves reimbursement of training costs from the Council Education and Training budget.

MOTION CARRIED

6. Appointment of Signing Authority:

Motion 25:08:04 Moved by Mayor Zembal to appoint Mayor Zembal, Deputy Mayor Thorogood, Councillor Ashford, and CAO (Melissa Beebe) as signing officers for the municipality.

MOTION CARRIED

7. Committee Appointments:

7.1. Municipal Planning Commission (MPC)

Motion 25:08:07 Moved by Councillor Thorogood to appoint all members of council to the MPC.

MOTION CARRIED

7.2. Buffalo Lake Intermunicipal Development Plan (BLIDP) Committee

Motion 25:08:08 Moved by Mayor Zembal to appoint Mayor Zembal to BLIDP Committee and Councillor Ashford as alternate.

MOTION CARRIED

7.3. Buffalo Lake South Shore Plan Committee

Motion 25:08:09 Moved by Councillor Thorogood to appoint Councillor Ashford to Buffalo Lake South Shore Plan Committee and Mayor Zembal as alternate.

MOTION CARRIED

7.4. Buffalo Lake Management Team (BLMT)

Motion 25:08:10 Moved by Mayor Zembal to appoint Councillor Thorogood to BLMT and Mayor Zembal as alternate.

MOTION CARRIED

7.5. County of Stettler Housing Authority

Motion 25:08:11 Moved by Councillor Thorogood to appoint Councillor Ashford to County of Stettler Housing Authority and Councillor Thorogood as alternate.

MOTION CARRIED

7.6. Stettler Regional Fire Advisory Committee

Motion 25:08:12 Moved by Mayor Zembal to appoint Councillor Thorogood to Stettler Regional Fire Advisory Committee and Mayor Zembal as alternate.

MOTION CARRIED

7.7. Stettler & District Ambulance Authority

Motion 25:08:13 Moved by Councillor Thorogood to appoint Councillor Ashford to Stettler & District Ambulance Authority and Councillor Thorogood as alternate.

MOTION CARRIED

7.8. Regional Waste Management Authority

Motion 25:08:14 Moved by Councillor Ashford to appoint Mayor Zembal to Regional Waste Management Authority and Councillor Ashford as alternate.

MOTION CARRIED

7.9. Shirley McClellan Regional Water Services Commission (SMRWSC)

Motion 25:08:15 Moved by Councillor Ashford to appoint Councillor Thorogood to SMRWSC and Mayor Zembal as alternate.

MOTION CARRIED

7.10. White Sands Emergency Management Committee

Motion 25:08:16 Moved by Mayor Zembal to appoint all three councillors to White Sands Emergency Management Committee.

MOTION CARRIED

7.11. Stettler Region Emergency Management Agency (SREMA)

Motion 25:08:17 Moved by Councillor Thorogood to appoint Councillor Ashford to SREMA and Councillor Thorogood as alternate.

MOTION CARRIED

7.12. Parkland Regional Library

Motion 25:08:18 Moved by Mayor Zembal to appoint Councillor Thorogood to Parkland

Regional Library and Councillor Ashford as alternate.

MOTION CARRIED

7.13. Intermunicipal Collaboration Committee (ICC)

Motion 25:08:19 Moved by Councillor Ashford to appoint Mayor Zembal to ICC and Councillor Thorogood as alternate.

MOTION CARRIED

1 public withdraws from meeting at 11:50 AM

8. Establishment of Council Meeting, Dates, Times, and Municipal Office Location:

Motion 25:08:20 Moved by Councillor Thorogood that regular Council meetings be scheduled on the third Monday of each month, beginning at 9:30 AM, to be held at the municipal office located at #8 Front Street, Summer Village of White Sands and if the Monday falls on a statutory or civic holiday, the meeting will be rescheduled to the next business day — Tuesday of that same week.

MOTION CARRIED

Motion 25:08:20 Moved by Mayor Zembal that the first regularly scheduled meeting, originally set for Monday, September 15, 2025, be rescheduled to Wednesday, September 17, 2025, at 9:30 AM at the municipal office.

MOTION CARRIED

9. Appointment of External Agencies:

Motion 25:08:23 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 and Aislinn Reule
9.9	Animal Control Services and Bylaw Enforcement Officer	Alberta Animal Services Bylaw Enforcement

MOTION CARRIED

10. Council Remuneration:

Motion 25:08:32 Moved by Mayor Zembal that the revised CNL 2.1: Council Remuneration Policy be approved, with the following additional amendments:

1. Addition: 2.6.4 Compensation for attendance at other special events, provided such attendance is: Authorized by Council, and Demonstrated to provide a benefit to the community.

2. Amendments:
 - a. Schedule A
Expense Reimbursements remove the printing costs with receipts up to \$200 annually and replace with technology allowance of \$15/mo., no receipts required.
 - b. Clause 4.4: Replace the current provision for annual printing supply reimbursement with a monthly electronic use and printing allowance of \$15/monthly, no receipts required.

MOTION CARRIED

Motion 25:08:33

Moved by Councillor Ashford to direct administration review the meeting hourly rate and base rate remuneration with summer villages and other similar municipalities with populations under 500., and report back at the September 17, 2025, meeting.

MOTION CARRIED

Motion 25:08:34

Moved by Councillor Thorogood that prior to the dissolution of council for municipal elections that the outgoing council will review council remuneration policies and make any changes, less than cost of living and CRA.

MOTION CARRIED

11. Adjournment:

Motion 25:08:32

Moved by Mayor Zembal to adjourn the meeting at 12:09 PM.

MOTION CARRIED

*Next Regular Council Meeting will be September 17, 2025.
Public Welcome.*

Original Signed

Mayor

Original Signed

Chief Administrative Officer