

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

**held on October 20, 2025
White Sands Municipal Office
#8 Front Street, White Sands, AB and
electronically streamed to YouTube.**

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

Absent:

Public: (1)

1. Call to Order:

Mayor Zembal calls the Council Meeting to order at 9:34 AM

2. Adoption of Agenda

Motion 25:10:01 Moved by Councillor Zembal to approve the agenda as amended:

- 11.7 No Stone Left Alone

MOTION CARRIED

3. Adoption of Previous Minutes:

3.1. Regular Council Meeting Minutes of September 17, 2025

Motion 25:10:02 Moved by Councillor Thorogood to adopt the Regular Council Meeting Minutes of September 17, 2025 as presented.

MOTION CARRIED

4. Public Hearing: None

5. Delegation/Presentation: None

6. Bylaws & Policies:

6.1. P&R 4.6: Dead Standing Tree Management on Municipal Reserve and Recreation Lease Lands

Motion 25:10:03 Moved by Mayor Zembal that Administration revise Policy P&R 4.6 – Dead Standing Tree Management on Municipal Reserve and Recreation Lease Lands as directed and return the updated draft to the November 17, 2025 Council meeting, including the following key amendments:

- Clarify that the policy applies only to municipally owned or managed lands, and that private property owners are responsible for trees on their own lands.
- Expand the Purpose to reference municipally owned or leased lands.
- Update the Scope to include other Reserve (R) lands, public or drainage lands,

and municipal contracts.

- Add definitions for Dead Standing Tree and Emergent.
- Update Responsibilities:
- Replace “resourcing” with “administration” under the CAO section.
- Add municipal staff duties to review applications and assess reported concerns.
- Expand resident responsibilities to outline reporting, permission to remove, cleanup requirements, and cost obligations.
- Clarify Removal Criteria (hazards to municipal constructed roads, trails, or access).
- Revise the Application Process for boundary verification, survey/RPR requirements, and applicant costs.
- Add a new Timing and Access Restrictions section (frozen-ground access Oct 15 – Mar 31; emergency exceptions).
- Update Fire Risk Mitigation language to allow advisories during dry or pollen seasons and restrict removal permits during high-risk periods.
- Insert a Disclaimer stating the policy governs only municipally owned or leased lands.
- Revise Application Form language to emphasize prevention of damage to municipal lands and applicant acknowledgment requirements.

MOTION CARRIED

Public joins meeting at 9:45 AM

6.2. ADM 1.11: Recognition & Community Promotion Policy

Motion 25:10:04 Moved by Councillor Ashford to approve ADM 1.11: Recognition & Community Promotion Policy as amended:

- Remove budget figure and change to will be determined by budget.
- Remove CAO approval

MOTION CARRIED

6.3. RFD – RDS 3.1: Snow Removal Policy & Bylaw Concerns

Motion 25:10:05 Moved by Councillor Ashford to have Administration to monitor the southwest end of Lake View Avenue throughout this snow removal season to see if any adjustments may be needed to make it easier to keep the road clear. After winter, Public Works will review the area again to look at options such as grading changes, snow storage space, or adjustments near the gate that leads toward the park and Community Hall.

MOTION CARRIED

Motion 25:10:06 Moved by Councillor Thorogood to amend RDS 3.1: Snow Removal Policy and bring back to November 17, 2025, meeting with the following:

- Change point c to its own point (#6) with permanent identified.
- Make point 7: Permanent residents are responsible to contact the municipality that they are permanent residents of the Summer Village for snow clearing purposes.

MOTION CARRIED

7. Business:

7.1. RFD – Boat Launch Proposal

Motion 25:10:07 Moved by Councillor Ashford to table the boat Launch Proposal from Aptus Engineering and have Administrative further investigate and provide Request for Proposals (RFP) from four civil engineering companies for preliminary engineering review based on the facts provided by council.

MOTION CARRIED

Mayor Zembal calls for a 5-minute recess at 10:41 am.

Public left meeting at 10:45 AM

Mayor Zembal resumes meeting at 10:55 AM

7.2. RFD – Fire Service Invoicing

Motion 25:10:08 Moved by Councillor Thorogood that, for this invoice only, the municipality be included as the seventh property and that the total amount be divided equally among the seven properties. The municipality will pay its portion from general reserves.

MOTION CARRIED

Motion 25:10:09 Moved by Councillor Ashford to have administration bring the Fire Control Bylaw 202-24 to further discussion and review for November 17, 2025, council meeting.

MOTION CARRIED

Motion 25:10:10 Moved by Councillor Ashford have administration communicate a fire education post regarding the fire service agreement through the newsletter, municipal website, and municipal Facebook page.

MOTION CARRIED

8. Council Reports:

8.1. Mayor Zembal (Verbal Report)

- County of Stettler had an open house at Rochon Sands about Lake Access Redesign (beautification projects) within the County's lake subdivisions. Went with Councillor Thorogood.
- Shoreline Walkthrough
 - Helped with what is needed in the lease agreement and the shoreline management plan
- Attended ASVA Conference

8.2. Councillor Thorogood (Verbal Report)

- Fire Commission Meeting
 - Information purpose
 - County of Stettler is going ahead because they have the agreement with Big Valley and Donaldda.
 - Need to have discussions with the Summer Village of Rochon Sands
- Shoreline Walkthrough
 - Need to clearly identify the ER and Lease boundaries (unsure on how to do this at the moment)
- Rebooked Munis 101 course for Oct 24th
- Attended ASVA Conference
 - Public engagement to help determine levels of service
 - Templates for bylaws would be beneficials
 - Water Act and Public Lands

- Radon Gas Test Kits

8.3. Councillor Ashford (Written Report)

Motion 25:10:11 Moved by Councillor Thorogood to have administration to create an education post about Radon Gas and test kits for the newsletter.

MOTION CARRIED

Motion 25:10:12 Moved by Councillor Ashford to have Administration bring forward a yearly timeline/schedule on events and items for Council and Administration and shared quarterly at meetings.

MOTION CARRIED

Mayor Zembal calls for a 5-minute recess at 11:12 AM

Mayor Zembal resume meeting at 11:20 AM

Motion 25:10:13 Moved by Councillor Ashford that Administration respond to indicate that the Summer Village of White Sands is in favour of amending the SDAA Agreement to support the provision for a second Member-at-Large.

MOTION CARRIED

Motion 25:10:14 Moved by Mayor Zembal to approve the Council Reports 8.1 to 8.3 as information.

MOTION CARRIED

9. CAO Reports

9.1. Written Report with Council Resolution Action List

Motion 25:10:15 Moved by Councillor Thorogood to accept the written report with Council Resolution Action List.

MOTION CARRIED

10. Financial Reports:

10.1. Council Revenue and Expenditures as September 30, 2025

10.2. Capital Revenue and Expenditures as of September 30, 2025

10.3. Bank Reconciliation as of September 30, 2025

10.4. Capital Expenditures to date for the Municipal Office, Shoreline Management Plan, and the Drainage Plan.

Motion 25:10:16 Moved by Mayor Zembal to approve items 10.1 to 10.4 reports as presented.

MOTION CARRIED

Motion 25:10:17 Moved by Mayor Zembal to bring back further information about 3rd Street Pond and Earl's Way West from the Drainage Plan to the next regular council meeting.

MOTION CARRIED

11. Correspondence

- 11.1. **Parkland Regional Library System (PRLS) Proposed 2026 Budget and Notes**
- 11.2. **PRLS Meeting Minutes, September 11, 2025**
- 11.3. **PRLS Board Talk, September 11, 2025**
- 11.4. **Stormwater Plan Information Correspondence - S. Kainz**
- 11.5. **Request for Storage of Fire Suppression/Water Tank Trailer – Rob Lane**
- 11.6. **Thank You Card – Lorne Thurston**
- 11.7. **No Stone Left Alone**

Motion 25:10:18 Moved by Mayor Zembal to accept proposed PRLS 2026 as information (items 11.1-11.3).

MOTION CARRIED

Motion 25:10:19 Moved by Councillor Thorogood to have administration reply back to the Stormwater Plan Information Correspondence – S. Kainz that council has a plan and it is on their radar to look at in the near future and they will be advised accordingly.

MOTION CARRIED

Motion 25:10:20 Moved by Councillor Thorogood to approve Rob Lane’s request to store the Fire Suppression/Water Tank Trailer in the municipal building cold storage for the winter season, from October 20, 2025 to April 1, 2026, with authorized access only during regular municipal hours of operation. Any additional requests must be submitted in writing if the above arrangement is not workable.

MOTION CARRIED

Motion 25:10:21 Moved by Councillor Ashford, the Village will provide up to \$500 from the 2025 General Reserves, based on receipts submitted, to support the purchase of new crosses and poppies. In addition, staff time will be allocated for the removal and storage of the memorial items after November 11th, as has been done in the past.

MOTION CARRIED

Motion 25:10:22 Moved by Councillor Thorogood to send a letter to the Summer Village of Rochon Sands, County of Stettler (Erskine), and Erskine Cemetery Club inviting them if they would like to have a discussion to jointly form a committee to administer No Stone Left Alone for the Erskine Cemetery for next year and the future.

MOTION CARRIED

12. Closed Meeting Session:

- 12.1. **Fire Service Agreement – AITA S. 21 Harmful to Intergovernmental Relations**

Motion 25:10:23 Moved by Councillor Thorogood to move into the closed meeting session for the Fire Service Agreement – AITA s. 21 Harmful to Intergovernmental Relations at 12:23 PM.

MOTION CARRIED

Motion 25:10:24 Moved by Mayor Zembal to move out the closed meeting session for the Fire Service Agreement – AITA s. 21 Harmful to Intergovernmental Relations at 1:31 PM.

MOTION CARRIED

Motion 25:10:25 Moved by Councillor Thorogood to schedule a joint special meeting with the Summer Village of White Sands and the Summer Village of Rochon Sands for the purpose of reviewing and discussing the proposed regional fire commission model and 2025 fire services cost sharing programs.

MOTION CARRIED

Motion 25:10:26 Moved by Mayor Zembal to direct administration to arrange a joint special meeting with the Summer Village of Rochon Sands and the County of Stettler to attend as delegation for the purpose of reviewing and discussion the proposed regional fire commission model and 2025 fire services cost sharing formula.

MOTION CARRIED

13. Adjournment

Motion 25:10:27 Moved by Mayor Zembal adjourns the meeting at 1:33 PM.

MOTION CARRIED

Next Regular Council Meeting is November 17, 2025. Public Welcome.

Original Signed

Mayor

Original Signed

Chief Administrative Officer