

**MINUTES OF THE REGULAR MEETING
SUMMER VILLAGE OF WHITE SANDS COUNCIL
held on December 15, 2025
White Sands Municipal Office
#8 Front Street, White Sands, AB and electronically
streamed to YouTube.**

Present: Dan Zembal, Mayor
Paul Ashford, Councillor (Zoom)
Leona Thorogood, Councillor
Melissa Beebe, CAO
S/Sgt Russell, RCMP Stettler Detachment
Lorne Thurston, Resident
Dakota Gilmore, Fire and Flood (Zoom)

Absent: Erin Weinzierl, Administrative Assistant

Public: (0)

1. Call to Order:

Mayor Zembal calls the Council Meeting to order at 9:30 AM

2. Adoption of Agenda

Motion 25:12:01 Moved by Councillor Thorogood to approve the agenda as amended with addition of 7.6 Strategic Planning Facilitator.

MOTION CARRIED

3. Adoption of Previous Minutes:

3.1. Regular Council Meeting Minutes of November 17, 2025

Motion 25:12:02 Moved by Mayor Zembal to adopt the Regular Council Meeting minutes of November 17, 2025, as amended.

MOTION CARRIED

4. Public Hearing: None

5. Delegation/Presentation:

5.1. Shoreline Management Plan – Brad McDonald & Jane Dauphinee – MPS

Motion 25:12:03 Moved by Councillor Thorogood to table Shoreline Management Plan delegation to next meeting, unable to attend this meeting due to illness.

MOTION CARRIED

Lorne Thurston (in person) and Dakota Gilmore (zoom attendance) joined the meeting at 9:40 pm.

5.3 Flood and Fire Delegation

- Lorne Thurston and Dakota Gilmore provided a summary of the potential areas that would be affected if there was a flooding situation and cost estimate options for

equipment and mitigation options that are available for areas of concern.

Motion 25:12:04 Moved by Mayor Zembal to accept as information.
MOTION CARRIED

Motion 25:12:05 Moved by Mayor Zembal to request that Lorne Thurston investigate some smaller pumping systems under 6 inches and bring back information to council.
MOTION CARRIED

Lorne Thurston and Dakota Gilmore withdrew from meeting at 10:19 am

5.2. Quarterly Report – S/Sgt. Cam Russell, Stettler RCMP Detachment

Staff Sargent Cam Russell arrived at 10:06 am and provided a summary of the current crime stats around the area, noting the following:

- White Sands is not on the radar.
- Stettler RCMP, detachment is a bit short handed with new cadets coming from depot in the spring, as one is succumbed to bashaw detachment.
- Recruitment has increased but does not mean they will stay in Alberta.
- Stettler detachment will be going through some modernization renovations starting March 2026, entire project will take 18 months.
- The RCMP is offering tours of the Operational dispatch facility for interested Municipal Councils that are interested. Dates and arrangement information will be provided at a later date.

Motion 25:12:06 Moved by Mayor Zembal to accept as information and second to have the Mayor of White Sands contact the Mayor of Rochon Sands as the ASVA representative to put RCMP support as an item on the ASVA Agenda.

MOTION CARRIED

Staff/Sgt Cam Russel withdrew from meeting at 10:48 am

6. Bylaws & Policies:

6.1. Bylaw #218-25: Fire Control

Motion 25:12:07 Moved by Councillor Thorogood to do first reading of Fire Control Bylaw 218-25 with some grammatical amendments as discussed.

MOTION CARRIED

Motion 25:12:08 Moved by Councillor Thorogood to do second reading of Fire Control Bylaw 218-25 with grammatical amendments as discussed.

MOTION CARRIED

Motion 25:12:09 Moved by Mayor Zembal to have Administration gather information on municipal bylaws regarding designated outdoor fire pits, size and modifications that meet fire code and penalties review comparison and bring back to next meeting.

MOTION CARRIED

Recess called at 10:50 am
Reconvene at 10:56 am

6.2. Bylaw #219-25: Procedural Bylaw – Agenda Package Distribution Timelines and Compliance with MGA S.199 & 212 Requirements Met for Provisions for Electronic Meetings

Motion 25:12:10 Moved by Councillor Thorogood to approve first reading of Procedural Bylaw 219-25.

MOTION CARRIED

Motion 25:12:11 Moved by Councillor Ashford to approve Second reading of Procedural Bylaw 219-25.

MOTION CARRIED

Motion 25:12:12 Moved by Mayor Zemba to approve unanimous consent to proceed to third reading of Procedural Bylaw 219-25.

MOTION CARRIED

Motion 25:12:13 Moved by Mayor Zemba to approve third and final reading of Procedural Bylaw 219-25.

MOTION CARRIED

6.3. ADM 1.9: Respectful Workplace & Fair Treatment Policy

Motion 25:12:14 Moved by Mayor Zemba to approve the amended ADM 1.9: Respectful Workplace & Fair Treatment policy as presented.

MOTION CARRIED

7. Business:

7.1. RFD – Internet & Network Upgrades for Municipal Buildings, Cinder MSP

Motion 25:12:15 Moved by Councillor Thorogood to approve the Cinder MSP quote for Internet & Network Upgrades for Municipal Buildings in the 2026 budget and proceed with upgrades.

MOTION CARRIED

7.2. RFD – Tent and Stovepipe Storage, White Sands Hall Society

Motion 25:12:16 Moved by Councillor Thorogood to accept the donation of the tent from the hall society and store inside the municipal buildings.

MOTION CARRIED

7.3. RFD – Emergency Management Appointments, Stettler Regional Emergency Management Agency (SREMA)

Motion 25:12:17 Moved by Councillor Ashford to appoint the following Stettler Regional Emergency Management members as follows:

- Director of Emergency Management: Clint Sime, Stettler Regional Emergency Management Agency
- Deputy Director of Emergency Management #1: Kyle Benna, County of Stettler Protective Services
- Deputy Director of Emergency Management #2: Michael Kossowan, County of Stettler Protective Services
- Deputy Director of Emergency Management #3: Ivan Dijkstra,

Heartland Regional Fire Commission

MOTION CARRIED

7.4. RFD – Annual Member Invoice 2026-2027 – Federation of Canadian Municipalities (FCM)

Motion 25:12:18 Moved by Mayor Zembal to table FCM Annual Member Invoice 2026-2027 to next meeting to get more information on funding opportunities for review.

MOTION CARRIED

7.5. RFD – Vegetation (Tree Branch) Cleanup Bin – Clarification of Council Direction

Motion 25:12:19 Moved by Mayor Zembal to direct administration to include the Tree Branch Clean Up bin in the 2026 Operating budget and confirming that implementation is expected in Spring/Summer 2026.

MOTION CARRIED

7.6. RFD -Strategic Planning Facilitator

Motion 25:12:20 Moved by Councillor Ashford to engaging Leann Graham to facilitate the strategic planning session for Thursday January 8, 2026.

MOTION CARRIED

8. Council Reports:

8.1. Mayor Zembal (Verbal Report)

- Stettler waste management meeting, slight budget increase requisition up by \$2.00 per capita.
- Attended tour of the Red River Water Pumping Station as part of the Buffalo Lake Stabilization.

8.2. Councillor Thorogood (Written Report)

- SMRWSC meeting noted increase for Truck Fill Station from \$4.10 to \$4.20 per cubic meter for 2026.
- Parkland Regional Library Board meeting – requisition for 2026 will be \$9.99 per capita.
- Attended tour of the Red River Water Pumping Station as part of the Buffalo Lake Stabilization.

8.3. Councillor Ashford (Written Report)

- CSHA will likely see a substantial increase of 44% for 2026 from \$55,000 to \$80,000 for the senior's requisition.
- Attended tour of the Red River Water Pumping Station as part of the Buffalo Lake Stabilization.
- Attended the SDAA Accreditation meeting

Motion 25:12:21 Moved by Councilor Thorogood to accept reports as presented.

MOTION CARRIED

9. CAO Reports

9.1. Written Report with Council Resolution Action List

Motion 25:12:22 Moved by Councillor Thorogood to accept written report as presented

MOTION CARRIED

9.2. Standard Model for Municipal Hall Management in Alberta (including Regional Comparison)

Motion 25:12:23 Moved by Councillor Thorogood to defer the Standard Model for Municipal Hall Management in Alberta (including Regional Comparison) information.

MOTION CARRIED

9.3. Review Encumbrances in Parks and Rec Restricted Reserves

Motion 25:12:24 Moved by Councillor Thorogood to review the parks and rec restricted reserves during strategic planning and budgetary deliberations.

MOTION CARRIED

10. Financial Reports:

10.1. Council Revenue and Expenditures as October 31, 2025

10.2. Bank Reconciliation as of October 31, 2025

Motion 25:12:25 Motion by Councillor Thorogood to approve 10.1 and 10.2. Financial reports as presented.

MOTION CARRIED

10.3. Interim 2026 Operating Budgets

Motion 25:12:26 Moved by Councillor Ashford to approve the 2026 Interim Operating Budget with total revenues of \$1,076,475 and total expenses of \$1,076,395, in accordance with Sections 242 and 245 of the Municipal Government Act, authorizing municipal operations effective January 1, 2026 until the final 2026 Operating Budget is adopted.

MOTION CARRIED

11. Correspondence

11.1. National Police Federation – Introduction to New Council

11.2. Emerging Trends – Brownlee LLP

Motion 25:12:27 Moved by Councillor Thorogood to approve the CAO attend Emerging Trends Brownlee LLP 2026 virtual session.

MOTION CARRIED

11.3. Property Taxes Reimagined: Resources for Municipalities – Alberta Municipalities

11.4. Quick Facts – Parkland Regional Library System (PRLS)

11.5. PRLS Meeting Minutes as of September 11, 2025

Motion 25:12:28 Moved by Mayor Zembal to accept 11.4 and 11.5 as information.

MOTION CARRIED

11.6. Stettler Waste Management Municipal Requisition 2026

11.7. Fire Level of Service 2025 Engagement - Dan Williams, Minister of Municipal Affairs

Motion 25:12:29 Moved by Mayor Zembal to accept the rest of correspondence as information.

MOTION CARRIED

12. Closed Meeting Session: None

13. Adjournment

Motion 25:12:30 Moved by Mayor Zembal adjourns the meeting at 12:20 PM.

MOTION CARRIED

Next Regular Council Meeting is January 19, 2026. Public Welcome.

Original signed

Mayor

Original signed

Chief Administrative Officer