

**SUMMER VILLAGE OF WHITE SANDS  
ORGANIZATIONAL MEETING  
AUGUST 24, 2012 AT 2:30 P.M.  
TOWN OF STETTLER COUNCIL CHAMBERS  
AGENDA**



1. Call to Order
2. Review of Minutes
  - a) Minutes of the Organizational Meeting of Council on August 24, 2011 2-4
3. Appointment of Chief Elected Official (Mayor)
4. Appointment of Deputy Chief Elected Official(s) Terms
5. Appointment of Representatives of Council and Members at Large to Boards and Committees. 5
6. Establishment of Council Meeting Dates and Times
  - a) Notice of upcoming Council Meetings will be posted on the website
7. Appointment of Signing Officers for the Summer Village
  - a) Required only if Mayor changes (per Motion 11:08:05)
8. Adjournment

**MINUTES OF THE ORGANIZATIONAL MEETING  
OF THE SUMMER VILLAGE OF WHITE SANDS COUNCIL  
HELD ON WEDNESDAY, AUGUST 24, 2011  
IN THE TOWN OF STETTLER COUNCIL CHAMBERS**

**Present:** Mayor Colin Adair (Teleconference)  
Councillor Barry Guenette (Teleconference)  
Councillor Lorne Thurston  
Chief Administrative Officer Greg Switenky  
Corporate Secretary Charleen Smith

**Absent:** None

1. **Call to Order:** Mayor C. Adair called the meeting to order at 9:03 a.m.

**Agenda Additions/Approval**

**Motion 11:08:01** Moved by Councillor L. Thurston to approve the agenda as presented.

MOTION CARRIED  
Unanimous

2. **Review of Minutes**

- (a) Minutes of the Organizational Meeting of Council held on August 13, 2010

A copy of the minutes was presented for informational purposes only. These minutes had previously been approved at the November 12, 2010 Council Meeting.

3. **Appointment of Chief Elected Official (Mayor)**

Chief Administrative Officer (CAO) G. Switenky explained that Sections 150(2) and 159 of the *Municipal Government Act* requires the Council of a Summer Village to APPOINT a Chief Elected Official (Mayor) from amongst the Council Members annually at the Organizational Meeting.

CAO G. Switenky called for nominations for the appointed position of Mayor.

Councillor/Mayor C. Adair nominated Councillor L. Thurston for the position of Mayor.

CAO G. Switenky called a 2<sup>nd</sup> and 3<sup>rd</sup> time for nominations.

No further nominations were received.

CAO G. Switenky declared Councillor Lorne Thurston to be the appointed Mayor of the Summer Village of White Sands, subject to ratification by Council resolution.

**Motion 11:08:02** Moved by Councillor Guenette that Council of the Summer Village of White Sands appoint Councillor Lorne Thurston to be the Chief Elected Official (Mayor) as required by Sections 150 and 159 of the *Municipal Government Act*.

MOTION CARRIED  
Unanimous

Mayor L. Thurston assumed the chair as required by Section 159(2) of the *Municipal Government Act*.

It was noted that CAO G. Switenky will inform Alberta Municipal Affairs, the Alberta Urban Municipalities Association (AUMA), AAMDC and the Association of Summer Villages of Alberta regarding this appointment.

**4. Appointment of Deputy Chief Elected Official(s) and Terms**

Chief Administrative Officer (CAO) G. Switenky explained that Section 152(1) the *Municipal Government Act* requires the Council of a Summer Village to APPOINT one Deputy Chief Elected Official from amongst the remaining Councillors and to ensure the position is filled at all times.

**Motion 11:08:03**

Moved by Councillor Adair that the following schedule of appointments to the position of Deputy Chief Elected Official (Deputy Mayor) be approved:

Councillor B. Guenette - Present date; August 24, 2011 to December 31, 2011.

Councillor C. Adair - January 1, 2012 to the 2012 Organizational Meeting (as per Section 9 of the *Local Authorities Election Act*).

MOTION CARRIED  
Unanimous

**5. Appointment of Representatives of Council and Members-at-Large to Boards & Committees**

**Motion 11:08:04**

Moved by Councillor Guenette that the following Boards and Committees appointments be established:

Ambulance Board – Mayor L. Thurston & Town of Stettler Town Manager R. Stoutenberg (Alternate).

Buffalo Lake InterMunicipal Development Committee – Mayor L. Thurston(Alternates in order of priority) Councillor C. Adair & Councillor B. Guenette.

County of Stettler Housing Authority – Councillor C. Adair & Town of Stettler CAO R. Stoutenberg (Alternate).

Emergency Management Committee – Mayor L. Thurston and Councillors B. Guenette & C. Adair.

Local and/or Composite Assessment Review Board – Mayor L. Thurston to recruit and appoint qualified Board Members as well as a qualified secretary in accordance with new legislation.

Regional Emergency Management – Mayor L. Thurston (Alternates in order of priority) Councillor C. Adair & Councillor B. Guenette.

Regional Fire Authority – Mayor L. Thurston & Town of Stettler CAO R. Stoutenberg (Alternate).

Regional Partnership – Councillor C. Adair & Town of Stettler CAO R. Stoutenberg (Alternate).

Regional Waste Management Authority – Mayor L. Thurston & Town of Stettler CAO R. Stoutenberg (Alternate).

Shirley McClellan Regional Water Services Commission – Mayor L. Thurston & Councillor C. Adair (Alternate).

Subdivision & Development Appeal Board – Christy Brennan, Richard Colley & Rhonda Moravec. And that the Mayor, Deputy Mayor, or the Remaining Councillor as (Alternate in order of priority). And that CAO, G. Switenky be appointed Secretary.

MOTION CARRIED  
Unanimous

6. **Establishment of Council Meeting Dates and Times**

Notice of upcoming Council Meetings will be posted on the website.

7. **Appointment of Signing Officers for the Summer Village**

Required only if Mayor changes as per Motion 10:08:05.

**Motion 11:08:05** Moved by Councillor Adair that Mayor L. Thurston, Councillor C. Adair, Councillor B. Guenette, Chief Administrative Officer G. Switenky and Town of Stettler CAO R. Stoutenberg be appointed Signing Officers for the Summer Village and that one Elected Official sign together with one Non-Elected Administrator on all cheques.

MOTION CARRIED  
Unanimous

8. **Adjournment**

**Motion 11:08:06** Moved by Councillor Guenette that this Regular Meeting of the Summer Village of White Sands Council be adjourned.

MOTION CARRIED  
Unanimous at 9:19 p.m.

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER

2011 - 2012  
SUMMER VILLAGE OF WHITE SANDS  
BOARD & COMMITTEE APPOINTMENTS

**AMBULANCE BOARD**

MAYOR LORNE THURSTON & TOWN OF STETTLER CAO ROB STOUTENBERG  
(ALTERNATE)

**BUFFALO LAKE INTERMUNICIPAL DEVELOPMENT COMMITTEE**

MAYOR LORNE THURSTON (ALTERNATES IN ORDER OF PRIORITY) COUNCILLORS  
COLIN ADAIR AND BARRY GUENETTE

**COUNTY OF STETTLER HOUSING AUTHORITY**

COUNCILLOR COLIN ADAIR & TOWN OF STETTLER CAO ROB STOUTENBERG  
(ALTERNATE)

**EMERGENCY MANAGEMENT COMMITTEE**

MAYOR LORNE THURSTON AND COUNCILLORS COLIN ADAIR & BARRY GUENETTE

**LOCAL AND/OR COMPOSITE ASSESSMENT REVIEW BOARD**

MAYOR LORNE THURSTON TO RECRUIT AND APPOINT QUALIFIED BOARD MEMBERS  
AS WELL AS A QUALIFIED SECRETARY IN ACCORDANCE WITH NEW LEGISLATION

**REGIONAL EMERGENCY MANAGEMENT**

MAYOR LORNE THURSTON (ALTERNATES IN ORDER OF PRIORITY) COUNCILLORS  
COLIN ADAIR & BARRY GUENETTE

**REGIONAL FIRE AUTHORITY**

MAYOR LORNE THURSTON & TOWN OF STETTLER CAO ROB STOUTENBERG  
(ALTERNATE)

**REGIONAL PARTNERSHIP**

COUNCILLOR COLIN ADAIR & TOWN OF STETTLER CAO ROB STOUTENBERG  
(ALTERNATE)

**REGIONAL WASTE MANAGEMENT AUTHORITY**

MAYOR LORNE THURSTON & TOWN OF STETTLER CAO ROB STOUTENBERG  
(ALTERNATE)

**SHIRLEY MCCLELLAN REGIONAL WATER SERVICES COMMISSION**

MAYOR LORNE THURSTON & COUNCILLOR COLIN ADAIR (ALTERNATE)

**SUBDIVISION AND DEVELOPMENT APPEAL BOARD**

MEMBERS AT LARGE – RHONDA MORAVEC, CHRISTY BRENNAN & RICHARD COLLEY  
(ALTERNATE IN ORDER OF PRIORITY) MAYOR, DEPUTY MAYOR, OR THE REMAINING  
COUNCILLOR & CAO GREG SWITENKY AS SECRETARY