

**SUMMER VILLAGE OF WHITE SANDS
ORGANIZATIONAL MEETING
AUGUST 21, 2013 AT 10:00 A.M.
TOWN OF STETTLER
BOARD ROOM**

AGENDA



1. Call to Order
2. Review of Minutes
 - a) Minutes of the Organizational Meeting of Council held on August 24, 2012 were approved at the regular Council Meeting held December 17, 2012 2-4
3. Oaths of Office
4. Appointment of Chief Elected Official (Mayor)
5. Appointment of Deputy Chief Elected Official(s) Terms
6. Appointment of Representatives of Council and Members at Large to Boards and Committees. 5
7. Establishment of Council Meeting Dates and Times
 - a) Notice of upcoming Council Meetings will be posted on the website
8. Appointment of Signing Officers for the Summer Village
9. Committee Meeting Attendance Per Diem at \$50 for Elected Officials
10. Adjournment

**MINUTES OF THE ORGANIZATIONAL MEETING
OF THE SUMMER VILLAGE OF WHITE SANDS COUNCIL
HELD ON FRIDAY, AUGUST 24, 2012
IN THE TOWN OF STETTLER COUNCIL CHAMBERS**

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

Absent: None

1. **Call to Order:** Mayor L. Thurston called the meeting to order at 2:30 p.m.

Agenda Additions/Approval

Motion 12:08:01 Moved by Councillor Guenette to approve the agenda as presented.

MOTION CARRIED
Unanimous

2. **Review of Minutes**

- (a) Minutes of the Organizational Meeting of Council held on August 24, 2011

A copy of the minutes was presented for informational purposes only.

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

Mayor L. Thurston vacated the chair to allow the CAO to call for nominations for the appointment of Chief Elected Official (Mayor) in accordance with the *Municipal Government Act*.

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.

Councillors C. Adair & L. Thurston nominated Councillor Barry Guenette for the position of Mayor.

CAO G. Switenky called a 2nd and 3rd time for nominations.

No further nominations were received.

CAO G. Switenky declared Councillor Barry Guenette to be the new Chief Elected Official or Mayor of the Summer Village of White Sands, subject to appointment by Council resolution.

Motion 12:08:02 Moved by Councillor Adair that Council of the Summer Village of White Sands appoint Councillor Barry Guenette to be the Chief Elected Official (Mayor) as required by Sections 150 and 159 of the *Municipal Government Act*.

MOTION CARRIED
Unanimous

Mayor B. Guenette 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), Alberta Association of Municipal Districts and Counties (AAMDC), the Association of Summer Villages of Alberta, the County of Stettler and the Summer Village of Rochon Sands regarding this new 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 12:08:03

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

Councillor C. Adair - Present date; August 24, 2012 to December 31, 2012.

Councillor L. Thurston - January 1, 2013 to the 2013 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 12:08:04

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

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

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

Buffalo Lake InterMunicipal Development South Shore Plan Committee – Councillor L. Thurston

Buffalo Lake Management Team – Councillor L. Thurston

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

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

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

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

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

Shirley McClellan Regional Water Services Commission – Councillor L. Thurston & Councillor C. Adair (Alternate).
Stettler Waste Management Authority – Councillor L. Thurston & Town of Stettler CAO R. Stoutenberg (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 12:08:05.

Motion 12:08:05 Moved by Councillor Thurston that Mayor B. Guenette, Councillor C. Adair, Councillor L. Thurston, 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 12:08:06 Moved by Councillor Adair that this Regular Meeting of the Summer Village of White Sands Council be adjourned.

MOTION CARRIED
Unanimous at 2:45 p.m.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

2013 - 2014
SUMMER VILLAGE OF WHITE SANDS
BOARD & COMMITTEE APPOINTMENTS

ALBERTA WEED CONTROL ACT APPEAL PANEL

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

AMBULANCE BOARD

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

BUFFALO LAKE INTERMUNICIPAL DEVELOPMENT COMMITTEE

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

BUFFALO LAKE INTERMUNICIPAL DEVELOPMENT SOUTH SHORE PLAN COMMITTEE

COUNCILLOR LORNE THURSTON

BUFFALO LAKE MANAGEMENT TEAM

COUNCILLOR LORNE THURSTON

COUNTY OF STETTLER HOUSING AUTHORITY

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

EMERGENCY MANAGEMENT COMMITTEE

MAYOR BARRY GUENETTE AND COUNCILLORS COLIN ADAIR & LORNE THURSTON

LOCAL AND/OR COMPOSITE ASSESSMENT REVIEW BOARD

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

REGIONAL EMERGENCY MANAGEMENT

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

REGIONAL FIRE AUTHORITY

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

REGIONAL WASTE MANAGEMENT AUTHORITY

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

SHIRLEY MCCLELLAN REGIONAL WATER SERVICES COMMISSION

COUNCILLOR 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