

**Summer Village of White Sands
Organizational Meeting
August 10th, 2018 at 11:00 am
Town of Stettler Board Room**

Agenda

1. Call to Order
2. Oaths of Office
3. Appointment of Chief Elected Official (Mayor)
4. Appointment of Deputy Chief Elected Official(s) Terms
5. Review of Minutes
 - a) Minutes of the Organizational Meeting of Council held on August 25th, 2017 2-5
6. Appointment of Representatives of Council and Members at Large to Boards and Committees. 6
7. Establishment of Council Meeting Dates and Times
 - a) Notice of upcoming Council Meetings will be posted in the meeting agendas on the website
8. Appointment of Signing Officers for the Summer Village
9. Committee Meeting Attendance Per Diem for Elected Officials
10. Adjournment

**MINUTES OF THE ORGANIZATIONAL MEETING
OF THE SUMMER VILLAGE OF WHITE SANDS COUNCIL
HELD ON FRIDAY, AUGUST 25, 2017
IN THE TOWN OF STETTLER BOARD ROOM**

Present: Councillors Lorne Thurston, Bill Sanchuck & Carl Cornelssen (Elect)
SVWS CAO Graham Scott
Town of Stettler CAO Greg Switenky
Corporate Secretary Charleen Smith

Absent: None

1. **Call to Order:** CAO G. Scott called the meeting to order at 9:10 a.m.
2. **Oaths of Office** Town of Stettler CAO G. Switenky individually administered the Official Oaths of Office for the Office of Councillor to Lorne Thurston, Bill Sanchuck & Carl Cornelssen who were elected in the general municipal election held on July 29th, 2017.

G. Switenky departed the meeting at 9:20 am.

CAO G. Scott explained the purpose of the Organizational Meeting following a general election and reviewed the agenda for the meeting.

G. Scott distributed the Summer Village of White Sands Visitor Map, Index Map and Zoning Map. He also explained the Expense Form for mileage at \$.50 cents a kilometer, the yearly per diem of \$1,500.00 for SVWS Council Meetings and a per diem for Committee Meetings (to be discussed later in the meeting).

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

Chief Administrative Officer (CAO) G. Scott explained that Sections 150(2) and 159 of the *Municipal Government Act* require 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. Scott called for nominations for the appointed position of Mayor.

Councillor B. Sanchuck nominated Councillor L. Thurston for the position of Mayor.

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

No further nominations were received.

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

Motion 17:08:01 Moved by Councillor Sanchuck 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 Lorne Thurston assumed the chair as required by Section 159(2) of the *Municipal Government Act*.

It was noted that CAO G. Scott 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. Graham 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 17:08:02

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

Councillor Carl Cornelssen - Present date; August 25, 2017 to December 31, 2017.

Councillor Bill Sanchuck - January 1, 2018 to the 2018 Organizational Meeting (as per Section 9 of the *Local Authorities Election Act*).

MOTION CARRIED
Unanimous

5. **Review of Minutes**

- (a) Minutes of the Organizational Meeting of Council held on August 19, 2016

A copy of the minutes was presented for informational purposes only. These minutes had previously been approved at the September 30, 2016 Council Meeting.

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

Motion 17:08:03

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

Alberta Weed Control Act Appeal Panel

Members-at-Large - Bob Green & Nicole Wright

Alternates – Judy Peeler, Councillor C. Cornelssen & Councillor B. Sanchuck

Secretary – CAO Graham Scott

Ambulance Board

Councillor C. Cornelssen & Councillor B. Sanchuck (Alternate)

Buffalo Lake Intermunicipal Development Committee

Mayor L. Thurston (with Alternates) Councillor B. Sanchuck & Councillor C. Cornelssen

Buffalo Lake Intermunicipal Development South Shore Plan Committee - Mayor L. Thurston

Buffalo Lake Management Team – Mayor L. Thurston

County of Stettler Housing Authority

Councillor B. Sanchuck & Councillor C. Cornelssen (Alternate)

Emergency Management Committee – Mayor L. Thurston, Councillor B. Sanchuck & Councillor C. Cornelssen

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

Regional Emergency Management

Councillor B. Sanchuck with Alternates (in order of priority)
Mayor L. Thurston & Councillor C. Cornelssen

Regional Fire Authority

Mayor L. Thurston & Councillor C. Cornelssen (Alternate)

Regional Waste Management Authority

Councillor C. Cornelssen & Councillor B. Sanchuck

Shirley McClellan Regional Water Services Commission

Mayor L. Thurston & Councillor B. Sanchuck (Alternate)

Subdivision & Development Appeal Board

Members-at-Large – Bob Green & Nicole Wright

Alternates – Judy Peeler, Councillor C. Cornelssen & Councillor B. Sanchuck

Secretary – CAO G. Scott

MOTION CARRIED

Unanimous

CAO G. Scott will notify Committees and Boards of appointment representative changes.

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

The consensus was to have the Council Meetings on Fridays at the Call of the Chair. Notice of upcoming Council Meetings will be posted in the meeting agendas on the website.

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

Motion 17:08:04

Moved by Councillor Sanchuk that Mayor Thurston, Councillor Cornelssen, Councillor Sanchuck, Chief Administrative Officer G. Scott and Town of Stettler CAO G. Switenky 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

9. **Committee Meeting Attendance Per Diem for Elected Officials**

Motion 17:08:05

Moved by Councillor Cornelssen that Committee Meeting attendance per diem for Elected Officials be \$75.00 per meeting.

MOTION CARRIED

Unanimous

10. Adjournment

Motion 17:08:06

Moved by Councillor Sanchuck that this Organizational Meeting of the Summer Village of White Sands Council be adjourned.

MOTION CARRIED
Unanimous at 10:07am

MAYOR

CHIEF ADMINISTRATIVE OFFICER

draft 2018 - 2019
Summer Village of White Sands
Board & Committee Appointments

Alberta Weed Control Act Appeal Panel

Members At Large – Bob Green & Nicole Wright,
Alternates – Judy Peeler, Councillor Carl Cornelssen & Councillor Bill Sanchuck,
Secretary – CAO Graham Scott

Ambulance Board

Councillor Carl Cornelssen & Councillor Bill Sanchuck (Alternate)

Buffalo Lake Intermunicipal Development Committee

Councillor Lorne Thurston, with Alternates Councillor Bill Sanchuck & Councillor Carl Cornelssen

Buffalo Lake Intermunicipal Development South Shore Plan Committee

Councillor Lorne Thurston

Buffalo Lake Management Team

Councillor Lorne Thurston

County Of Stettler Housing Authority

Councillor Bill Sanchuck & Councillor Carl Cornelssen (Alternate)

Emergency Management Committee

Councillor Lorne Thurston, Councillor Bill Sanchuck, & Councillor Carl Cornelssen

Local and/or Composite Assessment Review Board

Mayor to recruit and appoint qualified Board Members as well as a qualified secretary in accordance with legislation

Regional Emergency Management

Councillor Bill Sanchuck, with Alternates (in order of priority) Councillor Lorne Thurston & Councillor Carl Cornelssen

Regional Fire Authority

Councillor Lorne Thurston & Councillor Carl Cornelssen (Alternate)

Regional Waste Management Authority

Councillor Carl Cornelssen & Councillor Bill Sanchuck

Shirley McClellan Regional Water Services Commission

Councillor Lorne Thurston & Councillor Bill Sanchuck (Alternate)

Subdivision And Development Appeal Board

Members At Large – Bob Green & Nicole Wright,
Alternates – Judy Peeler, Councillor Carl Cornelssen & Councillor Bill Sanchuck,
Secretary – CAO Graham Scott