

SUMMER VILLAGE OF WHITE SANDS COUNCIL MEETING
AGENDA
January 12th, 2016
9:00 AM
Town of Stettler Office

1. Call to Order
2. Additions to Agenda
3. Minutes
 - a. Adoption of the Minutes of the Regular Summer Village of White Sands Council Meeting held on December 4th, 2015 2-4
4. Financial
 - a. Bank Reconciliation as of November 30th, 2015 5
 - b. Bank Reconciliation as of December 31st, 2015 6
 - c. Statement of Revenue & Expenses as of January 31st, 2016 7
 - c. Accounts Payable as of Jan. 22nd, 2016 8-14
 - d. Taxes Receivable Report for 2015 15
5. Administration/Current Concerns
 - a. SMRWSC Withdrawals 16-17
 - b. Stettler District Ambulance Association Request 18
 - c. Appointment of Assistant Development Officer verbal
 - f. Council/Staff Reports
6. Correspondence
none
7. Bylaws
none
8. Additions
9. In-Camera Session
10. Next Meeting Date
11. Adjournment

**MINUTES OF THE REGULAR COUNCIL MEETING
OF THE SUMMER VILLAGE OF WHITE SANDS COUNCIL
HELD ON DECEMBER 4, 2015
TOWN OF STETTLER OFFICE**

Present: Mayor Lorne Thurston
Councillor Barry Guenette
Chief Administrative Officer Graham Scott
Office Administrator Laurie Tait

Absent: Councillor Colin Adair

1. **Call to Order:** Mayor Thurston called the Council Meeting to order at 9:00 am.

2/3. **Agenda Additions/Approval**

Motion 15:12:01 Moved by Councillor Guenette to approve the agenda as presented.

MOTION CARRIED
Unanimous

4. **Adoption of Minutes**

(a) Minutes of the Regular Council Meeting held on October 16, 2015

Motion 15:12:02 Moved by Councillor Guenette that the Minutes of the Regular Council Meeting held on October 16, 2015 be approved as presented.

MOTION CARRIED
Unanimous

5. **Financial** (a) Bank Reconciliation as of October 31, 2015

Motion 15:12:03 Moved by Councillor Guenette that the Summer Village of White Sands Council approve that Financial Item 5(a) be accepted for information.

MOTION CARRIED
Unanimous

(b) Statement of Revenue & Expenses as of October 31, 2015

Motion 15:12:04 Moved by Councillor Guenette that the Summer Village of White Sands Council approve that Financial Item 5(b) be accepted for information.

MOTION CARRIED
Unanimous

(c) Accounts Payable as of November 24, 2015

Motion 15:12:05 Moved by Councillor Guenette that the Accounts Payable for the periods: October 5, October 21 & November 24 in the total amount of \$52,734.62 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

6. **Bylaws** (a) None

7. Administration/Current Concerns

(a) Memo re: 2016 Interim Operating Budget

CAO G. Scott informed Council that Section 242 of the *Municipal Government Act (MGA)* requires Council to adopt an operating budget for each calendar year. Section 242 further states that a Council may adopt an interim operating budget for part of a calendar year.

Since the Summer Village's 2016 Operating Budget will not be adopted until May/June 2016, an Interim Operating Budget is required to provide legal expenditure authority per Section 248 of the *MGA*.

The Interim Operating Budget is not used to set property tax rates; rather its purpose is to be used as the authority to provide services, programs and overall corporate continuity. An Interim Operating Budget ceases to have any effect when the Operating Budget and Tax (Mill) Rate Bylaw is finally adopted in 2016.

At this time of year, it has been usual administrative practice to simply recommend that Council approve the same level of interim operational expenditures for 2016 as was finally approved for the previous year 2015.

Motion 15:12:06

Moved by Councillor Guenette that the Summer Village of White Sands adopt, per Sections 242(2) and 248 of the *Municipal Government Act*, an Interim Operating Budget with expenditures and surplus totaling \$597,239 for that part of 2016 prior to the Operating Budget being adopted by Council.

MOTION CARRIED
Unanimous

(b) Development Permit Form

Tabled for further discussion.

(c) Algae Harvester Grant Support

CAO G. Scott informed Council that at the Fall Convention of the Association of Summer Villages of Alberta (ASVA), a resolution was unanimously passed for the support of a feasibility study of an algae harvester.

To support the Summer Village of Grandview's grant application, a resolution from participating Councils is required.

Motion 15:12:07

Moved by Councillor Guenette that the Summer Village of White Sands support the Community Partnership Grant application being made by the Summer Village of Grandview for the feasibility study, field test and research project of an algae harvester as a possible means of mitigating the effects of cyanobacteria blooms in Alberta's lakes. This grant will allow for many benefits including the improvement of water quality where it is utilized and as a program will be instrumental in the education and assessment of future similar endeavours.

MOTION CARRIED
Unanimous

(d) Maintenance Contractor Pay

Motion 15:12:08 Moved by Councillor Guenette that the Summer Village of White Sands increase the Maintenance Contractor base amount to: \$3,978.38/month (3% increase from 2015) effective January 1st, 2016.

(e) Christmas Bonus/Town Staff Appreciation

Motion 15:12:09 Moved by Councillor Guenette that the Summer Village of White Sands Council recognize the efforts of the Maintenance Contractor through an award of a Christmas Bonus in the amount of \$300.00 as an appreciation for his continued effort, commitment and loyalty, as well a Town of Stettler staff appreciation award of \$150.00 Heart of Alberta Dollars.

MOTION CARRIED
Unanimous

(f) Council/Staff Reports

Mayor Thurston advised of the following:
-Development Office assistant has resigned.
-Culverts and manholes will be considered during subdivision process.
-Lawyer will be processing caveats for drainage project.
-Building 2 steel benches and picnic table for gazebo.
-Prices will be obtained to metal gazebo roof.

8. Correspondence

(a) Summer Village Signage

(b) Taking Action to Manage Energy Initiative

Motion 15:12:10 Moved by Councillor Guenette that the Summer Village of White Sands accept correspondence items 8(a) & 8(b) as presented.

MOTION CARRIED
Unanimous

9. In-Camera Session (a) None

10. Next Meeting Date Call of the Chair in 2016.

11. Adjournment

Motion 15:12:11 Moved by Councillor Guenette that the Summer Village of White Sands Council be adjourned.

MOTION CARRIED
Unanimous at 9:55 am

MAYOR

CHIEF ADMINISTRATIVE OFFICER

**SUMMER VILLAGE OF WHITE SANDS
BANK RECONCILIATION
As of November 30, 2015**

Net Balance at End of Previous Month	\$	649,447.26
ADD: General Receipts		359,600.17
Interest Earned		574.95
Investments Matured		<u>0.00</u>
SUBTOTAL		1,009,622.38
LESS: General Disbursements		61,839.58
Investments		0.00
Returned Cheques		0.00
Bank Charges		<u>8.71</u>
SUBTOTAL		<u>61,848.29</u>
NET BALANCE AT END OF CURRENT MONTH	\$	<u>947,774.09</u>
Balance at End of Month - Bank		955,954.66
ADD: Outstanding Deposits		
LESS: Outstanding Cheques		<u>8,180.57</u>
NET BALANCE AT END OF CURRENT MONTH	\$	<u>947,774.09</u>
INVESTMENTS:		
		<u>0.00</u>
SUBTOTAL		<u>0.00</u>
TOTAL CASH ON HAND AND ON DEPOSIT	\$	947,774.09

THIS STATEMENT SUBMITTED TO SUMMER VILLAGE OF WHITE SANDS THIS
1st DAY OF DECEMBER 2015

MAYOR

CHIEF ADMINISTRATIVE OFFICER

**SUMMER VILLAGE OF WHITE SANDS
BANK RECONCILIATION
As of December 31, 2015**

Net Balance at End of Previous Month	\$ 947,774.09
ADD: General Receipts	19,055.76
Interest Earned	785.92
Investments Matured	<u>0.00</u>
SUBTOTAL	967,615.77
LESS: General Disbursements	96,556.80
Investments	0.00
Returned Cheques	0.00
Bank Charges	<u>8.71</u>
SUBTOTAL	<u>96,565.51</u>
NET BALANCE AT END OF CURRENT MONTH	<u>\$ 871,050.26</u>
Balance at End of Month - Bank	879,652.15
ADD: Outstanding Deposits	
LESS: Outstanding Cheques	<u>8,601.89</u>
NET BALANCE AT END OF CURRENT MONTH	<u>\$ 871,050.26</u>
INVESTMENTS:	
	<u>0.00</u>
SUBTOTAL	<u>0.00</u>
TOTAL CASH ON HAND AND ON DEPOSIT	\$ 871,050.26

THIS STATEMENT SUBMITTED TO SUMMER VILLAGE OF WHITE SANDS THIS
1st DAY OF JANUARY 2016

MAYOR

CHIEF ADMINISTRATIVE OFFICER

	YTD Actual	Variance	Annual Budget
Revenue			
General Administration	-	10,919.00	10,919.00
Protective Services	-	960.00	960.00
Roads, Streets, Transportation	-	11,783.00	11,783.00
Planning & Development	38.10	22,661.90	22,700.00
Recreation & Parks	-	-	-
Taxes/Penalties	2,064.49	544,812.51	546,877.00
Other Revenue	767.63	3,232.37	4,000.00
	<u>767.63</u>	<u>3,232.37</u>	<u>4,000.00</u>
Total Revenue	\$ 2,870.22	\$ 594,368.78	\$ 597,239.00
Expenses			
Council & Legislative	74.77	12,425.23	12,500.00
General Administration	-	61,829.00	61,829.00
Fire Fighting & Preventive	-	39,828.00	39,828.00
Ambulance	-	-	-
Bylaw Enforcement	-	5,000.00	5,000.00
Roads, Streets, Transportation	4,717.74	65,262.26	69,980.00
Water Department	154.12	10,175.88	10,330.00
Garbage Collection & Disposal	2,876.98	10,343.02	13,220.00
Planning & Development	1,354.00	29,146.00	30,500.00
Parks & Recreation	1,193.50	33,306.50	34,500.00
Requisitions	-	296,724.00	296,724.00
Contingency	-	21,828.00	21,828.00
	<u>-</u>	<u>21,828.00</u>	<u>21,828.00</u>
Total Expenses	\$ 10,371.11	\$ 585,867.89	\$ 596,239.00
Surplus/Deficit	\$ (7,500.89)	\$ 8,500.89	\$ 1,000.00

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	4945
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
E.K. Landscape	4945	2015-11-27	\$40,493.25

Invoice Description	Invoice Number	Invoice Amount	
Pheasant Terrace Landscaping	0255	\$40,493.25	

	Total Cheques	\$40,493.25	
		=====	

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	4946
Cheque Date	First	Last		4958

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Access Gas Services	4946	2015-12-10	\$144.10

Invoice Description		Invoice Number	Invoice Amount

Nov Gas Bill		201511-3683	\$144.10

Berger, Allen	4947	2015-12-10	\$4,355.63

Invoice Description		Invoice Number	Invoice Amount

Dec Maintenance Contract		270239	\$4,055.63
Nov Phone & Fuel Allowance		2015.12.06	\$300.00

Enmax	4948	2015-12-10	\$321.22

Invoice Description		Invoice Number	Invoice Amount

Oct Power Bill		15-2538747	\$321.22

Government of Alberta	4949	2015-12-10	\$18.31

Invoice Description		Invoice Number	Invoice Amount

2015 Linear Equalized Asses		144LA006689	\$18.31

IJD Inspections Ltd.	4950	2015-12-10	\$74.22

Invoice Description		Invoice Number	Invoice Amount

Building Permits		WS2015-11	\$74.22

Municipal Property Consultants	4951	2015-12-10	\$5,224.28

Invoice Description		Invoice Number	Invoice Amount

Jul to Dec Assessor		17023	\$5,224.28

Schwartz Home Building Centre	4952	2015-12-10	\$34.37

Invoice Description		Invoice Number	Invoice Amount

Spruce Lath		588065	\$34.37

Scott, Graham	4953	2015-12-10	\$900.00

Invoice Description		Invoice Number	Invoice Amount

2015 Web Site Maintenance		2015.12.09	\$900.00

Shirley McClellan Regional Wat	4954	2015-12-10	\$1,826.26

Invoice Description		Invoice Number	Invoice Amount

2015 Nov Debenture Billing		SMRWSC-000191	\$1,826.26

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Stettler Home Hardware	4955	2015-12-10	\$201.34

Invoice Description	Invoice Number	Invoice Amount	
Garbage Bags, Paper Towels	102661	\$43.10	
Bolts	102525	\$22.60	
Garbage Can, Blots	102506	\$135.64	

Stettler Regional Board of Tra	4956	2015-12-10	\$450.00

Invoice Description	Invoice Number	Invoice Amount	
Heartland Dollars Town-Berger	3812	\$450.00	

Town of Stettler	4957	2015-12-10	\$9,166.53

Invoice Description	Invoice Number	Invoice Amount	
Oct/Nov/Dec Admin Contract	IVC023130	\$7,875.00	
Advertising, Fuel, Postage, Vi	IVC023131	\$1,291.53	

United Farmers of Alberta	4958	2015-12-10	\$47.25

Invoice Description	Invoice Number	Invoice Amount	
Lumber	304255781	\$47.25	

Total Cheques			\$22,763.51
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	4959
Cheque Date	First	Last		4966

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Enmax	4959	2015-12-31	\$335.19

Invoice Description		Invoice Number	Invoice Amount
November Power Bill		15-2549122	\$335.19

Horne, Geraldine	4960	2015-12-31	\$250.00

Invoice Description		Invoice Number	Invoice Amount
Hall Rental Clean Up		2015.12.30	\$250.00

John Deere Financial	4961	2015-12-31	\$125.62

Invoice Description		Invoice Number	Invoice Amount
Air Filtres		15333	\$125.62

Landman Reule Law Office	4962	2015-12-31	\$938.44

Invoice Description		Invoice Number	Invoice Amount
Rairdan Easement Agreement		18985	\$938.44

Stettler Home Hardware	4963	2015-12-31	\$676.86

Invoice Description		Invoice Number	Invoice Amount
Trans Supplies		102875	\$334.35
Trans Supplies		102922	\$11.30
Trans Supplies		102957	\$297.68
Trans Supplies		103040	\$33.53

Thurston, Lorne	4964	2015-12-31	\$3,409.97

Invoice Description		Invoice Number	Invoice Amount
Reimburse Expenses 08.06-12.16		2015.12.18	\$3,409.97

Town of Stettler	4965	2015-12-31	\$1,050.00

Invoice Description		Invoice Number	Invoice Amount
Annual Web Hosting		IVC023159	\$1,050.00

United Farmers of Alberta	4966	2015-12-31	\$15.74

Invoice Description		Invoice Number	Invoice Amount
Floor Dry		304262515	\$15.74

Total Cheques			\$6,801.82

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	4967
Cheque Date	First	Last		4968

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Alberta Animal Services	4967	2015-12-31	\$315.00

Invoice Description	Invoice Number	Invoice Amount	

Dec 2015 Bylaw Enforcement	11552	\$315.00	

Town of Stettler	4968	2015-12-31	\$1,066.76

Invoice Description	Invoice Number	Invoice Amount	

Fuel, Postage	IVC023192	\$525.39	
Web Auto Renewal	IVC023196	\$27.05	
Gazebo Benches	IVC023195	\$530.46	
Reverse GST on fuel invoice	RTN000010	-16.14	

	Total Cheques	\$1,381.76	
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	4969
Cheque Date	First	Last		4977

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Access Gas Services	4969	2016-01-22	\$195.00

Invoice Description	Invoice Number	Invoice Amount	
Dec Gas Bill	201512-3683	\$195.00	

Berger, Allen	4970	2016-01-22	\$4,437.81

Invoice Description	Invoice Number	Invoice Amount	
Dec Fuel & Cell Phone Allowanc	2016.01.07	\$260.50	
Jan 2016 Maintenance Contract	270240	\$4,177.31	

Dean's machine Inc.	4971	2016-01-22	\$94.50

Invoice Description	Invoice Number	Invoice Amount	
Cut Tubes	38241	\$94.50	

Enmax	4972	2016-01-22	\$394.76

Invoice Description	Invoice Number	Invoice Amount	
Dec Power Bill	16-2556723	\$394.76	

Habberfield, Debbie	4973	2016-01-22	\$76.00

Invoice Description	Invoice Number	Invoice Amount	
Honorarium, Travel & Subsisten	2016.01.07	\$76.00	

Stettler Waste Management Auth	4974	2016-01-22	\$2,678.00

Invoice Description	Invoice Number	Invoice Amount	
4th Qtr 2015 Waste Requisition	SWM-0000370	\$2,678.00	

Town of Stettler	4975	2016-01-22	\$182.87

Invoice Description	Invoice Number	Invoice Amount	
Fuel	IVC023819	\$182.87	

United Farmers of Alberta	4976	2016-01-22	\$1,272.63

Invoice Description	Invoice Number	Invoice Amount	
Diesel Clear	110236235	\$1,272.63	

ZAP Municipal Consulting Inc.	4977	2016-01-22	\$1,421.70

Invoice Description	Invoice Number	Invoice Amount	
Nov Contracted Dev Officer	2015-050	\$712.95	
Dec Contracted Dev Officer	2015-051	\$708.75	

System: 2016-01-22 9:38:51 AM
User Date: 2016-01-22

Summer Village of White Sands
CHEQUE DISTRIBUTION REPORT
Payables Management

Page: 2
User ID: Veronica

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
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		Total Cheques	----- \$10,753.27 =====
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**SUMMER VILLAGE OF WHITE SANDS
TAXES RECEIVABLE
AS OF DECEMBER 31, 2015**

STATUS OF PROPERTY	# OF PROPERTIES	CURRENT TAXES	ARREARS TAXES	TOTAL TAXES
Property to be offered for sale in 2015	0	0.00	0.00	0.00
Property to be offered for sale in 2016	1	1,640.40	2,381.11	4,021.51
All Other Property	<u>11</u>	<u>6,042.21</u>	<u>0.00</u>	<u>6,042.21</u>
TOTAL TAXES RECEIVABLE	12	7,682.61	2,381.11	10,063.72
 # of Property Tax Notices for 2015 =	 386			

**PERCENTAGE OF CURRENT PROPERTY TAXES OUTSTANDING
AS OF DECEMBER 31, 2015**

Current Taxes Outstanding	\$ 7,682.61
2015 Tax Levy	\$ 542,364.04

% of Current Taxes Receivable

2015 =	1.42%	Dec 31
2014 =	1.71%	Dec 31
2013 =	1.42%	Dec 31
2012 =	2.82%	Dec 31

Good Morning:

Please submit your approved resolutions (see the examples shown below) or indicate otherwise as soon as possible. Thank you.

Subject: Resolution Request for SMRWSC

Good Morning:

RE: Withdrawal Requests from SMRWSC

Please note that a resolution(s) is required from each membership municipality approving both the Lacombe and Camrose County's withdrawals according to the following as stated in the October 29, 2015 SMRWSC Minutes:

NOTE: Lacombe County – will require a resolution regarding Camrose County
Camrose County – Will require a resolution regarding Lacombe County

Withdrawal of Lacombe County from SMRWSC:

41.10.29.15

Moved by Wayne Nixon

"that the Shirley McClellan Regional Water Services Commission acknowledge that the County of Lacombe has by resolution of their Council accepted the terms and conditions of withdraw from the SMRWSC per Resolution #30.08.20.15 and that the SMRWSC confirm they also approve the terms and conditions in this resolution:

Resolution 30.08.20.15 Moved by Wayne Nixon

"that the SMRWSC approve the withdrawal of the Lacombe County with the following conditions:

- *The date of the withdrawal to be effective December 31, 2016 ,*
- *Lacombe County would be responsible for payment of the proportionate share of board and manager costs for 2015 and 2016,*
- *Lacombe County to be responsible for payment of its proportionate share of debenture debt for 2015 and 2016 and would have no further obligation for debenture debt payments,*
- *Lacombe County would forego any and all claims to equity in the SMRWSC,*
- *Lacombe County would forego any and all claim to the 100,000 cubic meters per year water allocation,*
- *Lacombe County would forego any claim or expectation for the SMRWSC to provide water service to the County of Lacombe, and*
- *Lacombe County would continue to participate in and hold a seat on the board until December 31, 2016."* Carried Unanimously

Withdrawal of Camrose County from SMRWSC:

42.10.29.15

Moved by Wayne Nixon

"that the Shirley McClellan Regional Water Services Commission inform the County of Camrose that the SMRWSC does not accept their counter proposal on the terms and conditions of the withdraw from the SMRWSC

And
that Resolution 30.08.20.15 be upheld as their decision:

Moved by Wayne Nixon

“that the SMRWSC approve the withdrawal of the County of Camrose with the following conditions:

- *The date of the withdrawal to be effective December 31, 2016 ,*
- *Camrose County would be responsible for payment of the proportionate share of board and manager costs for 2015 and 2016,*
- *Camrose County to be responsible for payment of its proportionate share of debenture debt for 2015 and 2016 and would have no further obligation for debenture debt payments,*
- *Camrose County would forego any and all claims to equity in the SMRWSC,*
- *Camrose County would forego any and all claim to the 624,554 cubic meters per year water allocation,*
- *Camrose County would forego any claim or expectation for the SMRWSC to provide water service to the County of Camrose,*
- *Camrose County would continue to participate in and hold a seat on the board until December 31, 2016, and*
- *Camrose County would grant SMRWSC permission to locate waterline infrastructure within county road right of ways as is required by the Commission in order to route a water transmission line to provide water service to either or both of the Villages of Bawlf and Rosalind.”*

Carried Unanimously

Please forward your resolution as soon as possible. Thank you.

Please note that this email is being sent on behalf of Yvette Cassidy. Your requested proxy vote needs to be replied to all. Thanks!

Good Afternoon:

Due to a short timeframe to apply for the Alberta Communities Partnership Grant (ACP), this email is being sent to all Board members on behalf of Tim Fox with the **request that all Board Members respond their vote on the motion as shown below prior to this Friday, February 5, 2016.**

It was brought to our attention that for Stettler District Ambulance Association to achieve full Accreditation as per our agreement with Alberta Health Services, the Ambulance Station must have a backup power supply in case of a disaster or prolong power outage. This enhancement to our service fits the criteria for the ACP program. As Stettler District Ambulance Association is not eligible to apply for this funding the County of Stettler No. 6 will do so on their behalf, with all grant funds flowing through to SDAA to complete this project.

Stettler District Ambulance Association requires the following motion to proceed with the application:

Moved by

“that the Stettler District Ambulance Association participate in an application for an independent power supply for the Stettler District Ambulance Station under the Alberta Community Partnership – Intermunicipal Collaboration component, submitted by the County of Stettler No. 6, under the Alberta Community Partnership – Regional Collaboration,

-and-

that the County of Stettler No. 6 be the managing partner governing the purpose and the use of the grant funds.”

The timelines for this application are extremely tight and has not allowed the Board time to pass such a motion before the February 5, 2016 deadline. Therefore, the **Board by way of emails, are requesting your proxy vote for the above motion and will ratify it at the next Stettler District Ambulance Board meeting.**

GENERAL

- 7.1 A Member, Appointed Representative, or any other person entitled to attend a meeting of the Association or of the Appointed Representatives, as the case may be, may participate in the meeting by means of telephone or other communication facilities that permit all persons participating in the meeting to hear each other and a person participating in such a meeting by those means is deemed to be present at the meeting.

If you have any questions please feel free to contact me anytime. I look forward to your response. Please when replying reply to all so everyone can see your comments.

Yvette Cassidy
Assistant Chief Administrative Officer
County of Stettler