

**MINUTES OF THE ORGANIZATIONAL MEETING
OF THE COUNCIL OF THE SUMMER VILLAGE OF WHISPERING HILLS
HELD ON August 29, 2025 at 1:00 pm
64 Marion Crescent, Whispering Hills**

Present	Council Members Maurice Caron Curtis Schoepp Ed Scantland Administrators Kim Bancroft										
Call to Order	Kim Bancroft called the meeting to order at 1:00 pm.										
Mayor	Ed Scantland moved that Curtis Schoepp be appointed Mayor. He accepted and took the Oath of Office Carried										
Deputy Mayor	Mayor Schoepp moved that Ed Scantland be appointed Deputy Mayor. He accepted and took the Oath of Office. Carried										
Councillor	Maurice Caron is a Councillor and took the Oath of Office.										
Department Representatives	Mayor Schoepp moved that the following council members be appointed representatives to <table> <tr> <td>Emergency Management</td><td>Caron</td></tr> <tr> <td>Recreation & Culture</td><td>Schoepp</td></tr> <tr> <td>Waste Management</td><td>Schoepp</td></tr> <tr> <td>Transportation</td><td>All of council</td></tr> <tr> <td>Greater North Foundation</td><td>Schoepp</td></tr> </table> Carried	Emergency Management	Caron	Recreation & Culture	Schoepp	Waste Management	Schoepp	Transportation	All of council	Greater North Foundation	Schoepp
Emergency Management	Caron										
Recreation & Culture	Schoepp										
Waste Management	Schoepp										
Transportation	All of council										
Greater North Foundation	Schoepp										
Assessor	Deputy Mayor Scantland moved that Municipal Assessment Services be appointed assessor for the year. Carried										
Assessment Review Board	Councillor Caron moved that Capital Region Assessment Services Commission be appointed as the summer village's Assessment Review Board. Carried										

Subdivision Authority	Mayor Schoepp moved that Jane Dauphinee of Municipal Planning Services be appointed the Subdivision Authority for the summer village. Carried
Municipal Planner	Councilor Caron moved that Jane Dauphine of Municipal Planning Services be appointed as the municipal planner. Carried
Sub-Division and Development Appeal Board	Deputy Mayor Scantland moved that Milestone Municipal Services be appointed as the Subdivision Development and Appeal Board. Carried
CAO	Mayor Schoepp moved that Kim Bancroft be appointed as CAO. Carried
Development Authority	Councilor Caron moved that Kim Bancroft be appointed development authority officer. Carried
Director of Emergency Management	Mayor Schoepp moved that Athabasca County be appointed Director of Emergency Management for the Summer Village. Carried
Auditor	Deputy Mayor Scantland moved that Seniuk and Co. be appointed Auditor. Carried
Banking	Deputy Mayor Scantland moved that the Summer Village of Whispering Hills continue banking with Alberta Treasury Branch. Carried
Signing Authority	Mayor Schoepp moved that the signing remain as all members of council and the administration, with two signatures, being one council member (Maurice Caron, Curtis Schoepp or Ed Scantland) and one administration (Kim Bancroft) when two signatures are required (cheques and e-transfers) and one only be required to sign transfers or investments remaining in the financial institution. Carried

Meeting dates	Deputy Mayor Scantland moved that all meetings be as per the agreed schedule. October 24, 2025 at 1:00 pm online December 19, 2025 at 1:00 pm online February 27, 2026 at 1:00 pm online April 24, 2026 at 1:00 pm online June 26, 2026 at 1:00 pm at 64 Marion Crescent, WH August 28, 2026 at 1:00 pm at 64 Marion Crescent, WH October 30, 2026 at 1:00 pm online December 18, 2026 at 1:00 pm online Carried
Allowance	Mayor Schoepp moved that the allowance for members of council remain at \$200.00 per meeting, office and phone expenses remain at \$50.00 per month and that mileage allowance be as per the current CRA per km rate. (for council and administration) plus out of pocket expenses. Carried
Municipal Office	Mayor Schoepp moved that the municipal office address be 64 Newcastle Road, Sherwood Park, AB, T8A 6K8.
Adjournment	The meeting was adjourned at 1:15 p.m.

Mayor

Recording Secretary