

Summer Village of Jarvis Bay  
Regular Meeting Minutes  
April 7, 2026

*Minutes of a Regular Council Meeting of the Summer Village of Jarvis Bay, Province of Alberta, held April 7, 2026, in the Summer Villages on Sylvan Lake Administration Office at Sylvan Lake, Alberta.*

**IN ATTENDANCE** Mayor: Julie Maplethorpe  
Deputy Mayor: David Garratt via Zoom  
Councillor: John Cuthbertson  
CAO: Tanner Evans  
Recording Secretary: Teri Musseau  
Delegation: Phil Dirks, Metrix Group

**CALL TO ORDER** The Meeting was called to order at 9:33 a.m. by Mayor Maplethorpe.

**AGENDA APPROVAL**

**JBC-26-035** MOVED by Mayor Maplethorpe that the agenda be adopted as presented.  
CARRIED

**CONFIRMATION OF MINUTES**

**JBC-26-036** MOVED by Councillor Cuthbertson that the regular meeting minutes of Council held on March 3, 2026, be approved as presented.  
CARRIED

**JBC-26-037** MOVED by Councillor Cuthbertson that the Municipal Planning Commission meeting minutes of Council held on March 17, 2026, be approved as presented.  
CARRIED

**DELEGATION**

Phil Dirks from Metrix Group joined Council to present the 2025 audited financial statements.

Phil Dirks left the meeting at 10:00 a.m.

**JBC-26-038** MOVED by Mayor Maplethorpe that Council approve the 2025 audited financial statements as presented.  
CARRIED

**INFORMATION ITEMS**

- 1) Accounts Payable Report
- 2) Public Works Report
- 3) Development Report
- 4) CAO Report

**JBC-26-039** MOVED by Councillor Cuthbertson that the Summer Village of Jarvis Bay contribute to the cost of the Groundwater Literature Review which is being undertaken by all 5 Summer Villages and

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are sharing the costs with the Summer Village of Jarvis Bay to pay its share in the amount of \$7,359 with the funds to come from the Environmental Reserve.

CARRIED

5) Enforcement Report

**JBC-26-040** MOVED by Mayor Maplethorpe that Council accept the information items as presented.

CARRIED

**REQUEST FOR DECISION**

**FINANCE**

**Bylaw #215-26** 2026 Mill Rate Bylaw  
**JBC-26-041** MOVED by Mayor Maplethorpe that Council give 1<sup>st</sup> reading to the 2026 Mill Rate Bylaw #215-26.

CARRIED

**JBC-26-042** MOVED by Deputy Mayor Garratt that Council give 2<sup>nd</sup> reading to the 2026 Mill Rate Bylaw #215-26.

CARRIED

**JBC-26-043** MOVED by Councillor Cuthbertson that Council by unanimous consent give 3<sup>rd</sup> reading to the 2026 Mill Rate Bylaw #215-26 at this meeting.

CARRIED UNANIMOUSLY

**JBC-26-044** MOVED by Mayor Maplethorpe that Council give 3<sup>rd</sup> and final reading to the 2026 Mill Rate Bylaw #215-26.

CARRIED

Council recessed at 10:56 a.m.

Council reconvened at 11:06 a.m.

**COUNCIL & LEGISLATION**

**JBC-26-045** Association of Summer Villages of Alberta Conference  
MOVED by Mayor Maplethorpe that Mayor Maplethorpe attend the Association of Summer Villages of Alberta Conference October 15<sup>th</sup> & 16<sup>th</sup>, 2026, at the Holiday Inn and Suites Conference Centre in Nisku, and Administration reserve a room for October 14<sup>th</sup> & October 15<sup>th</sup>, 2026.

CARRIED

**JBC-26-046** Alberta Municipalities Convention  
MOVED by Mayor Maplethorpe that Mayor Maplethorpe attend the ABmunis Convention September 23<sup>rd</sup> – 25<sup>th</sup>, 2025, at the Edmonton Convention Centre and Administration reserve a room for September 23<sup>rd</sup> & September 24<sup>th</sup>, 2026.

CARRIED

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**PUBLIC WORKS**

**JBC-26-047**      Road Right of Way Maintenance Policy  
MOVED by Mayor Maplethorpe that Council table the draft Road Right of Way Maintenance Policy until the next meeting.  
CARRIED

**JBC-26-048**      Petro Beach Parking  
MOVED by Deputy Mayor Garratt that Council proceed with Option #2 to accommodate 2 accessible parking stalls with a bollard between the parking spots at a cost of \$18,904, with fund to come from MSI grant funding.  
CARRIED

**JBC-26-049**      120 Jarvis Bay Drive Curbstop  
MOVED by Deputy Mayor Garratt That Council authorize Administration to award the CC Valve replacement to the proponent offering the best value for money, with funding to be drawn from the Wastewater Maintenance Operations Reserve, and the full cost to be invoiced to the resident.  
CARRIED

**COUNCIL REPORTS**

Mayor Maplethorpe

- Joint Services Committee
- Association of Summer Villages of Alberta

Deputy Mayor Garratt

- Met with Mayor Dufresne from SV Birchcliff regarding Hydraulic Fracture
- Met with the Town of Sylvan Lake Bylaw Officer

Councillor Cuthbertson

- No reports

**CORRESPONDENCE**

- Association of Summer Village of Alberta
- Town of Sylvan Lake

**JBC-26-050**      MOVED by Mayor Maplethorpe that Council accept the Council and Correspondence items as information.  
CARRIED

**NEXT COUNCIL MEETING**

**JBC-26-051**      MOVED by Mayor Maplethorpe that the next meeting of Council be held May 5, 2026, at 9:30 a.m.  
CARRIED

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**ADJOURNMENT**

MOVED by Mayor Maplethorpe that being the agenda matters have been concluded; the meeting be adjourned at 12:27 p.m.  
CARRIED

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JULIE MAPLETHORPE, MAYOR

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TANNER EVANS, CAO