

Summer Village of Jarvis Bay  
Regular Meeting Minutes  
February 3, 2026

*Minutes of a Regular Council Meeting of the Summer Village of Jarvis Bay, Province of Alberta, held February 3, 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  
Development Officer: Kara Hubbard  
Recording Secretary: Teri Musseau

**CALL TO ORDER** The Meeting was called to order at 9:31 a.m. by Mayor Maplethorpe.

**AGENDA APPROVAL**

**JBC-26-001** MOVED by Mayor Maplethorpe that the agenda be adopted as presented.  
CARRIED

**CONFIRMATION OF MINUTES**

**JBC-26-002** MOVED by Councillor Cuthbertson that the regular meeting minutes of Council held on December 2, 2025, be approved as presented.  
CARRIED

**JBC-26-003** MOVED by Councillor Cuthbertson that the Municipal Planning Commission meeting minutes of Council held on December 2, 2025, be approved as presented.  
CARRIED

**JBC-26-004** MOVED by Councillor Cuthbertson that the Meeting of the Whole minutes of Council held on January 13, 2026, be approved as presented.  
CARRIED

**JBC-26-005** MOVED by Deputy Mayor Garratt that the Subdivision and Development Appeal Board meeting minutes of Council held on January 20, 2026, be approved as presented.  
CARRIED

**TABLED ITEMS**

**COUNCIL & LEGISLATION**

**JBC-26-006** Canada Post  
MOVED by Mayor Maplethorpe that Council accept as information and remove this topic from the tabled items list.  
CARRIED

**PLANNING & DEVELOPMENT**

**Bylaw #208-25** Land Use Bylaw  
**JBC-26-007** MOVED by Councillor Cuthbertson that Administration make amendments to the Land Use Bylaw as discussed and bring back a clean draft to the next meeting for 1<sup>st</sup> reading and to schedule a public hearing.  
CARRIED

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**INFORMATION ITEMS**

- 1) Accounts Payable Report
- 2) Quarterly Financial Report
- 3) Public Works Report
- 4) Development Report
- 5) CAO Report
- 6) Resident Concern

**JBC-26-008**            MOVED by Mayor Maplethorpe that Council accept the information items as presented.

CARRIED

Council recessed at 11:00 a.m.

Council reconvened at 11:11 a.m.

**REQUEST FOR DECISION**

**FINANCE**

**Bylaw #213-26**            Street Light Bylaw  
**JBC-26-009**            MOVED by Mayor Maplethorpe that Council give 1<sup>st</sup> reading to the Street Light Bylaw #213-26 as amended.

CARRIED

**JBC-26-010**            MOVED by Councillor Cuthbertson that Council give 2<sup>nd</sup> reading to the Street Light Bylaw #213-26 as amended.

CARRIED

**JBC-26-011**            MOVED by Deputy Mayor Garratt that Council, by unanimous consent give 3<sup>rd</sup> reading to the Street Light Bylaw #213-26 at this meeting as amended.

CARRIED UNANIMOUSLY

**JBC-26-012**            MOVED by Mayor Maplethorpe that Council give 3<sup>rd</sup> and final reading to the Street Light Bylaw #213-26.

CARRIED

**Bylaw #214-26**            Sewage Waste Fees Bylaw  
**JBC-26-013**            MOVED by Mayor Maplethorpe that Council give 1<sup>st</sup> reading to the Sewage Waste Fees Bylaw #214-26 as amended.

CARRIED

**JBC-26-014**            MOVED by Deputy Mayor Garratt that Council give 2<sup>nd</sup> reading to the Sewage Waste Fees Bylaw #214-26 as amended.

CARRIED

**JBC-26-015**            MOVED by Councillor Cuthbertson that Council, by unanimous consent give 3<sup>rd</sup> reading to the Sewage Waste Fees Bylaw #214-26 at this meeting as amended.

CARRIED UNANIMOUSLY

**JBC-26-016**            MOVED by Mayor Maplethorpe that Council give 3<sup>rd</sup> and final reading to the Sewage Waste Fees Bylaw #214-26.

CARRIED

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**COUNCIL & LEGISLATION**

**JBC-26-017**      2026 Spring Municipal Leaders' Caucus  
MOVED by Mayor Maplethorpe that Council accept the Municipal Leaders' Caucus item as information, and further, Mayor Maplethorpe enroll in an education session when available in the spring.  
CARRIED

**JBC-26-018**      Alberta Municipal Data Sharing Partnership (AMDSP)  
MOVED by Mayor Maplethorpe that Council accept the Alberta Municipal Data Sharing Partnership item as information as the information has already been provided by Administration.  
CARRIED

**JBC-26-019**      No Parking Zone  
MOVED by Mayor Maplethorpe that Administration consult with enforcement for options to create a no parking zone north of township 391.  
CARRIED

**COUNCIL REPORTS**

Mayor Maplethorpe

- Joint Services Committee
- Association of Summer Villages of Alberta

Deputy Mayor Garratt

- Subdivision and Development Appeal Board Preliminary Hearing

Councillor Cuthbertson

- No reports

**JBC-26-020**      MOVED by Mayor Maplethorpe that Council accept the Council reports as information.  
CARRIED

**CORRESPONDENCE**

- National Police Foundation
- Minister Level of Support
- ABmunis
- Minister McIver
- Minister Ellis
- Association of Summer Villages of Alberta
- Urgent Care

**NEXT COUNCIL MEETING**

**JBC-26-021**      MOVED by Mayor Maplethorpe that the next meeting of Council be held March 3, 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 11:40 a.m.

CARRIED

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JULIE MAPLETHORPE, MAYOR

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TANNER EVANS, CAO