

Minutes of a Regular Council Meeting of the Summer Village of Sunbreaker Cove, Province of Alberta, held April 16, 2018 in the Summer Village Administration Office at Sylvan Lake, Alberta.

CALL TO ORDER: The Meeting was called to order at 9:52 a.m. by Mayor Beets with the following being present:

Mayor:	Teresa Beets
Deputy Mayor:	Jim Willmon
Councillor:	Keith Kimball
Administrator:	Phyllis Forsyth
Recording Secretary:	Teri Musseau
Delegates:	Craig Bondy
	Phil Swanson
	Jeannie Hawksworth

AGENDA APPROVAL: COUNCILLOR KIMBALL:
That the April 16, 2018 Regular Meeting Agenda be adopted as amended:

E.6. Wastewater Technical Information
E.7. Ron Leaf Interview
E.8. Coffee with Council

1330/18 CARRIED

Chris Loov joined the meeting at 9:54 a.m.

CONFIRMATION OF MINUTES: 1. **March 19, 2018 Regular Meeting Minutes**

DEPUTY MAYOR WILLMON:
That the March 19, 2018 Regular Meeting Minutes be approved as presented.

1331/18 CARRIED

CONFIRMATION OF MINUTES: 2. **March 19, 2018 Municipal Planning Commission Minutes**

COUNCILLOR KIMBALL:
That the March 19, 2018 Municipal Planning Commission Meeting Minutes be approved as presented.

1332/18 CARRIED

DELEGATION: 1. **Craig Bondy, Missing Link Internet**

Craig Bondy and Phil Swanson from Missing Link Internet joined Council to discuss obtaining an encroachment agreement to run the fiber optic backbone underground through the Summer Village.

Craig Bondy, and Phil Swanson left the meeting at 10:30 a.m.

DEPUTY MAYOR WILLMON:
That Council authorize Administration to work with Missing Link Internet to negotiate an agreement and bring back to Council for approval.

1333/18 CARRIED

Initials



DELEGATION: 2. Jeannie Hawksworth, Wade, Noble LLP

Jeannie Hawksworth from Wade Noble LLP presented the draft audited financial statements to Council.

Tina Leer joined the meeting at 10:31 a.m.

Chris Loov left the meeting at 11:06 a.m.

Chris Loov rejoined the meeting at 11:12 a.m.

MAYOR BEETS:

That Council accept the Financial Statements as amended and authorize the Mayor to sign the Financial Information Return.

1334/18

CARRIED

Jeannie Hawksworth left the meeting at 11:13 a.m.

Council break at 11:13 a.m.

Council reconvened at 11:19 a.m.

DEPUTY MAYOR WILLMON:

That Administration obtain further information from the auditor detailing what created the amount in Machinery and Equipment and what creates the value in Lands.

1335/18

CARRIED

FINANCE & ADMINISTRATION:

1. Financial Reports

Tina Leer provided Council with the financial reports:

- Accounts Payable Cheque Listing to April 6, 2018
- Operating Budget Report to March 31, 2018
- Unpaid taxes

MAYOR BEETS:

That Council approve the monthly financial reports as presented.

1336/18

CARRIED

COUNCILLOR KIMBALL:

That Council extend the contract with the auditing firm Wade Noble LLP for an additional two years.

1337/18

CARRIED UNANIMOUSLY

FINANCE & ADMINISTRATION:

2. 2018 – 2020 Budget

Tina Leer provided Council with the amended 2018 – 2020 Budget to include the 2018 government requisitions, assessments and the capital budget.

Initials



DEPUTY MAYOR WILLMON:

That the CAO contact the assessor for Council to know the percentage of market growth (the increase to existing property value without anything done to the property to enhance the value) and real growth (new properties, property improvements) in the total property assessment for each assessment class;

AND FURTHER; if there is no additional cost, provide the requested information to Council or provide a summarized cost for Council consideration.

1338/18 CARRIED

MAYOR BEETS:

That Council approve the finalized 2018 – 2020 Provincial Requisition Budget as amended.

1339/18 CARRIED

**FINANCIAL &
ADMINSTRATIVE:**

3. 2018 Mill Rate Bylaw

Tina Leer provided Council with the 2018 Mill Rate Bylaw #130-18 for second and third reading.

FIRST READING to By-law No. 130-18 was moved by Councillor Kimball.

1340/18 CARRIED

SECOND READING to By-law 130-18 was moved by Mayor Beets.

1341/18 CARRIED

DEPUTY MAYOR WILLMON:

That third reading to By-law No. 130-18 be taken at this Meeting.

1342/18 CARRIED UNANIMOUSLY

THIRD READING to By-law No. 130-18 was moved by Councillor Kimball.

1343/18 CARRIED

MAYOR BEETS:

That the meeting recess at 12:10 p.m. for lunch.

1344/18 CARRIED

The meeting reconvened at 1:01 p.m. with the same people present as at the beginning of the meeting with the addition of Michael Wuetherick and Tina Leer and the exception of Jeannie Hawksworth, Craig Bondy and Phil Swanson.

**FINANCE &
ADMINISTRATION:**

4. Council Remuneration

Tina Leer provided Council with the updated Council & Board Remuneration Policy with amendments as directed at the last Council meeting.

DEPUTY MAYOR WILLMON:

That Council adopt the updated Council & Board Remuneration Policy as presented.

1345/18 CARRIED

Initials



COUNCILLOR KIMBALL:
That Council table the following items until the next meeting:

- F1 – Code of Conduct Bylaw
- F2 – Parental Leave Bylaw
- F4 - Website
- G1 – Traffic Bylaw
- G2 – Boat Launch Area
- H1 – Development Update
- H2 – Septic Sense Workshop

1346/18

CARRIED

Tina Leer left the meeting at 1:03 p.m.

**COUNCIL &
LEGISLATIVE:**

3. Communications Policy

Administration provided Council with information on a request received from a resident who would like Administration to mail a letter on their behalf to all residents as well as post on Municipal Website.

COUNCILLOR KIMBALL:
That Council maintain the Communications Policy as current.

1347/18

CARRIED

PUBLIC WORKS:

3. Buoys

Chris provided Council with a quote received from Neil Dowell for the installation, removal and maintenance of 16 buoys along the shoreline of Sunbreaker Cove.

MAYOR BEETS:
That Council award the tender to Neil Dowell for a one year trial.

1348/18

CARRIED

**PLANNING &
DEVELOPMENT:**

3. Sylvan Lake Management Committee

Kara provided Council information from the Sylvan Lake Management Committee including the revised Terms of Reference and Alberta Environment and Parks Technical Advisory Team request.

Chris Loov joined the meeting at 1:14 p.m.

Chris Loov left the meeting at 1:16 p.m.

COUNCILLOR KIMBALL:
That Councillor Kimball be the coordinator for the "Team Up to Clean Up" event and forward details to Council members for approval, and accept Terms of Reference and Technical Advisory Team request as information.

1349/18

CARRIED

**FINANCE &
ADMINISTRATION:**

5. Sylvan Lake Regional Wastewater Interim Business Plan

Initials



Administration provided Council with the Sylvan Lake Regional Wastewater Commission Interim Business Plan.

MAYOR BEETS:

That the Council of the Summer Village of Sunbreaker Cove approve the 2018 Business Plan dated March 27, 2018 as presented by the Sylvan Lake Regional Wastewater Commission and agree to the rates for wastewater services and the allocation of expense as set out in the Plan.

1350/18

CARRIED

DEPUTY MAYOR WILLMON:

That the Council of Sunbreaker Cove

1. recognizes the need to adopt a current Business Plan to support the request of the Sylvan Lake Regional Wastewater Commission to the Minister of Municipal Affairs to extend the Debt Limit of the Commission to enable the Commission to proceed with the development of the Primary Transmission System, and
2. agrees to consider an interim version of the 2018 Business Plan dated March 27, 2018 for the purposes of enabling the Primary System Project to move ahead on the understanding that the outstanding issues among the Members that have arisen from the existing 2015 Business Plan will be addressed as part of a comprehensive review of the Business Plan to be undertaken over the next few months.

1351/18

CARRIED

**FINANCE &
ADMINISTRATION:**

6. Wastewater Technical Committee Information

Michael Wuetherick provided Council an update on the Wastewater Technical Committee.

MAYOR BEETS:

That Council accept as information.

1352/18

CARRIED

**FINANCE &
ADMINISTRATION:**

7. Ron Leaf Interview

Mayor Beets provided Council an update on the Ron Leaf interview in which feedback on the Sylvan Lake Wastewater Commission was provided.

DEPUTY MAYOR WILLMON:

That Council accept as information.

1353/18

CARRIED

**FINANCE &
ADMINISTRATION:**

8. Coffee with Council

Council discussed possible topics for discussion on the upcoming Coffee with Council being held on May 12, 2018.

COUNCILLOR KIMBALL:

That Council accept as information.

1354/18

CARRIED

Michael Wuetherick left the meeting at 2:58 p.m.

Initials



MEETING DATES: The next regular meeting of the Council of Sunbreaker Cove will be held on May 14, 2018 at 10:00 a.m.

ADJOURNMENT: The meeting adjourned at 2:59 p.m.

TERESA BEETS, MAYOR

PHYLLIS FORSYTH, C.A.O.

Initials

