

Summer Village of Sunbreaker Cove  
Regular Meeting Minutes  
April 17, 2023

*Minutes of a Regular Council Meeting of the Summer Village of Sunbreaker Cove, Province of Alberta, held April 17, 2023, in the Summer Villages on Sylvan Lake Administration Office at Sylvan Lake, Alberta.*

<b>PRESENT</b>	Mayor:	Jim Willmon
	Deputy Mayor:	Keith Kimball
	Councillor:	Teresa Beets via Zoom
	CAO:	Tanner Evans via Zoom
	Public Works Manager:	Owen Olynyk
	Development Officer:	Kara Hubbard
	Recording Secretary:	Teri Musseau

**CALL TO ORDER** The meeting was called to order at 8:29 a.m. by Mayor Willmon.

**AGENDA APPROVAL**

**SBC-23-069** MOVED by Deputy Mayor Kimball that the agenda be adopted as presented.  
CARRIED

**CONFIRMATION OF MINUTES**

**SBC-23-070** MOVED by Councillor Beets that the minutes of the Regular Meeting of Council held on March 22, 2023, be approved as presented.  
CARRIED

**SBC-23-077** MOVED by Deputy Mayor Kimball that the minutes of the Municipal Planning Commission meeting held on April 17, 2023, be approved as presented.  
CARRIED

**INFORMATION ITEMS**

- 1) Accounts Payable Report
- 2) Yearend Financial Report
- 3) Public Works Report
- 4) Development Update
- 5) CAO Report

**SBC-23-078** MOVED by Mayor Willmon that Council accept the information items as presented.  
CARRIED

**TABLED ITEMS**

**PLANNING & DEVELOPMENT**

**SBC-23-079** Boathouse Encroachment Letter  
MOVED by Deputy Mayor Kimball that Council renew the encroachment agreement with the owner of 1209 Pine Road to keep their existing boathouse and stairs. Should the property change ownership, the boathouse must be removed.  
CARRIED

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**REQUESTS FOR DECISION**

**FINANCE**

**Bylaw #181-23**      Mill Rate Bylaw  
**SBC-23-080**      MOVED by Councillor Beets that Council give 1<sup>st</sup> reading to the Mill Rate Bylaw #181-23.

CARRIED

**SBC-23-081**      MOVED by Mayor Willmon that Council give 2<sup>nd</sup> reading to the Mill Rate Bylaw #181-23.

CARRIED

**SBC-23-082**      MOVED by Deputy Mayor Kimball that Council by unanimous consent give 3<sup>rd</sup> reading to the Mill Rate Bylaw #181-23 at this meeting.

CARRIED UNANIMOUSLY

**SBC-23-083**      MOVED by Councillor Beets that Council give 3<sup>rd</sup> and final reading to the Mill Rate Bylaw #181-23.

CARRIED

**SBC-23-084**      Surplus Distribution  
MOVED by Mayor Willmon that Council:

1.    Rename the:
  - Accumulated Surplus to Unrestricted Surplus, to be consistent with audited financials, and the
  - General Contingency Reserve to General Operating Reserve, with the purpose being to provide for working capital needs as well as unanticipated operating expenses.
2.    Allocate \$106,051 from Unrestricted Surplus to the General Operating Reserve
3.    Allocate from the Environment Reserve:
  - \$40,000 into the General Operating Reserve, and the balance
  - \$16,600 into the Land Improvement Reserve
4.    The Land Improvement Reserve be used in place of the Environmental Reserve for the 2023 Capital Budget.

CARRIED

**COUNCIL & LEGISLATION**

**SBC-23-085**      1913 Days  
MOVED by Deputy Mayor Kimball that Council accept the 1913 Days invitation as information.

CARRIED

**SBC-23-086**      MDP Discussion  
MOVED by Councillor Beets that Administration make amendments to the Municipal Development Plan as directed and Administration bring the Municipal Development Plan to the next meeting.

CARRIED

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**PLANNING & DEVELOPMENT**

- Bylaw #188-23**      Plans Cancellation Bylaw  
**SBC-23-087**      MOVED by Mayor Willmon that Council give 1<sup>st</sup> reading to the Plans Cancellation Bylaw #188-23.  

CARRIED
- SBC-23-088**      MOVED by Deputy Mayor Kimball that Council give 2<sup>nd</sup> reading to the Plans Cancellation Bylaw #188-23.  

CARRIED
- SBC-23-089**      MOVED by Councillor Beets that Council by unanimous consent give 3<sup>rd</sup> reading to the Plans Cancellation Bylaw #188-23 at this meeting.  

CARRIED UNANIMOUSLY
- SBC-23-090**      MOVED by Mayor Willmon that Council give 3<sup>rd</sup> and final reading to the Plans Cancellation Bylaw #188-23.  

CARRIED

**COUNCIL REPORTS**

Deputy Mayor Kimball

- No reports

Councillor Beets

- No reports

Mayor Willmon

- Dock Captains meetings to discuss mooring standards
- Tanner meeting to discuss Lacombe County's Area Structure Plan

**COMMITTEE REPORTS**

Julie Maplethorpe, Summer Village of Jarvis Bay

- Parkland Regional Library Board

**CORRESPONDENCE**

- Association of Summer Villages of Alberta
- SVRS Invasive Species

- SBC-23-091**      MOVED by Deputy Mayor Kimball to accept the Council and Committee reports as information and Administration to post the SRVS Invasive Species information on the website and include in the weekly email blast.  

CARRIED

**NEXT MEETING**

- SBC-23-092**      MOVED by Mayor Willmon that the next meeting of Council be held on May 29, 2023, at 8:30 a.m.  

CARRIED

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**SBC-23-093**            MOVED by Councillor Beets that Administration update the Garbage Collection Bylaw to reflect the utility fee of \$135 to be charged to lots that will receive a garbage cart.

CARRIED

**ADJOURNMENT**

**SBC-23-094**            MOVED by Mayor Willmon that being the agenda matters have been concluded, the meeting adjourned at 11:04 a.m.

CARRIED

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JIM WILLMON, MAYOR

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TANNER EVANS, CAO