

*Minutes of a Regular Council Meeting of the Summer Village of Sunbreaker Cove, Province of Alberta, held December 15, 2017 in the Summer Village Administration Office at Sylvan Lake, Alberta.*

**CALL TO ORDER:** The Meeting was called to order at 10:05 a.m. by Deputy Mayor Willmon with the following being present:

Deputy Mayor:	Jim Willmon
Councillor:	Keith Kimball
Administrator:	Phyllis Forsyth
Accounting Technician:	Tina Leer
Recording Secretary:	Teri Musseau

**AGENDA  
APPROVAL:**

COUNCILLOR KIMBALL:  
That the December 15, 2017 Regular Meeting Agenda be adopted as amended:

D.5. Joint Service Committee Agreement  
E.4. Newsletter

1237/17

CARRIED

**CONFIRMATION  
OF MINUTES:**

**1. November 10, 2017 Regular Meeting Minutes**

DEPUTY MAYOR WILLMON:  
That the October 5, 2017 Regular Meeting Minutes be approved as presented.

1238/17

CARRIED

**CONFIRMATION  
OF MINUTES:**

**2. November 10, 2017 Municipal Planning Commission Minutes**

COUNCILLOR KIMBALL:  
That the November 10, 2017 Municipal Planning Commission Minutes be approved as presented.

1239/17

CARRIED

Mayor Beets joined the meeting via Skype at 10:08 a.m.

**FINANCE &  
ADMINISTRATION:**

**1. Administrator Report**

Administration provided Council with an update on the status of current projects underway in the Summer Villages and at the Administration Office.

DEPUTY MAYOR WILLMON:  
That Council accept the information as presented.

1240/17

CARRIED

**FINANCE &  
ADMINISTRATION:**

**2. Financial Reports**

Tina Leer provided Council with the financial reports:

- Accounts Payable Cheque Listing to November 30, 2017
- Operating Budget Report to November 30, 2017
- Payroll update journal
- Unpaid taxes

Initials



**1241/17** MAYOR BEETS:  
That Council approve the monthly financial reports as presented.  
CARRIED

**1242/17** MAYOR BEETS:  
That Council authorize the Administrator to approve a 2018 interim operating budget for 1/3 of the approved 2017 operating budget, or \$114,805, in order to meet its obligations under the Alberta Municipal Government Act.  
CARRIED

**FINANCE &  
ADMINISTRATION:**

**3. Tax Incentives**

Administration provided Council with information on discounts for paying taxes a certain way which can be done through bylaw.

**1243/17** DEPUTY MAYOR WILLMON:  
That Council accept as information.  
CARRIED

**FINANCIAL &  
ADMINISTRATIVE:**

**4. Tax Penalty Removal Request**

Administration presented Council with a request received from Eric Moore asking Council to reconsider his applied tax penalty of \$601.52 as he has a deteriorating brain injury from a car accident in 2003.

**1244/17** COUNCILLOR KIMBALL:  
That due to health issues along with proof of intention to pay on time, Council approve the penalty removal request and cancel the penalty.  
CARRIED

Tina Leer left the meeting at 10:42 a.m.

**FINANCIAL &  
ADMINISTRATIVE:**

**5. Joint Service Committee Agreement Amendment**

Council discussed a new formula for cost shares between the 5 Summer Villages.

**1245/17** DEPUTY MAYOR WILLMON:  
That Council approve the cost sharing formula for all costs that cannot be specifically allocated to one or more Summer Villages, be changed to use the Equalized Assessment Methodology and that the Joint Service Agreement and Operational Agreement be amended.  
CARRIED

**COUNCIL &  
LEGISLATIVE:**

**2. Resident Correspondence Pathway**

Administration provided Council with correspondence from James Wickson expressing concerns over the viewing platforms.

**1246/17** MAYOR BEETS:  
That Council table until the January meeting.  
CARRIED

Initials



Chris Loov and Koralyne Lemmon joined the meeting at 10:55 a.m.

**PUBLIC WORKS: 1. Public Works Report**

Chris provided Council with an update on Public Works projects and programs:

- Inspected the newly constructed pathways and viewing platforms with WSP and Appollo.
- Ongoing talks with Al's Bobcat about ploughing.
- Dangerous trees along lakeshore have been removed.
- Three buoys have been order to replace two that went missing.

COUNCILLOR KIMBALL:  
That Council accept as information.

1247/17

CARRIED

**PLANNING & DEVELOPMENT:**

**1. Development Update**

Koralyne provided Council with the development report. Currently there are 65 active development permits; 13 in the Summer Village of Sunbreaker Cove.

DEPUTY MAYOR WILLMON:  
That Council accept as information.

1248/17

CARRIED

Koralyne Lemmon and Chris Loov left the meeting at 11:04 a.m.

**INFORMATION: Council Reports**

Councillor Kimball provided his report to Council on the Sylvan Lake Management Committee.

Mayor Beets provided her report to Council on Sylvan Lake Regional Water/Wastewater Commission.

Deputy Mayor Willmon provided his report to Council on Sylvan Lake Regional Wastewater Commission.

By consensus Council accepts as information.

**COUNCIL & LEGISLATIVE:**

**4. Newsletter**

Council discussed sending out a newsletter in January and topics for inclusion.

COUNCILLOR KIMBALL:  
That Council send out a newsletter in January with topics as discussed.

1249/17

CARRIED

Initials



**MEETING DATES:** The next regular meeting of the Council of Sunbreaker Cove will be held on January 15, 2017 at 10:00 a.m. with future meetings held the second Monday of each month @ 10:00 a.m.

**COUNCIL &  
LEGISLATIVE:**

**1. Wastewater Program**

Administration provided Council information on correspondence received from Joel Mann and Larry Thiessen with support from Gail Hendrickson expressing concerns over the wastewater programs.

**COUNCILLOR KIMBALL:**

That Council uphold their Communication Policy and end email conversations with residents, and Administration invite them to attend a Council meeting as delegation.

**1250/17**

**CARRIED**

**DEPUTY MAYOR WILLMON:**

That Council obtain a legal opinion on Council's legal obligation to tie into the wastewater system.

**1251/17**

**CARRIED**

**COUNCILLOR KIMBALL:**

That new Councillors continue to education themselves and residents as they support their regional partners with a regional wastewater line.

**1252/17**

**CARRIED**

**COUNCIL &  
LEGISLATIVE:**

**3. Terms of Reference – Internal Wastewater Committee**

Jim Willmon provided Council with a draft Terms of Reference for the Internal Wastewater Committee.

**DEPUTY MAYOR WILLMON:**

That Council have the Terms of Reference removed from the agenda.

**1253/17**

**CARRIED**

**ADJOURNMENT:** The meeting adjourned at 1:04 p.m.

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TERESA BEETS, MAYOR

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PHYLLIS FORSYTH, C.A.O.

Initials

