

*Minutes of a Regular Council Meeting of the Summer Village of Sunbreaker Cove, Province of Alberta, held February 26, 2018 in the Summer Village Administration Office at Sylvan Lake, Alberta.*

**CALL TO ORDER:** The Meeting was called to order at 1:00 p.m. by Deputy Mayor Willmon with the following being present:

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

**AGENDA APPROVAL:** COUNCILLOR KIMBALL:  
That the February 26, 2018 Regular Meeting Agenda be adopted as amended:

1276/18 E.4. Wastewater CARRIED

**CONFIRMATION OF MINUTES:** 1. **January 22, 2018 Regular Meeting Minutes**  
COUNCILLOR KIMBALL:  
That the January 22, 2018 Regular Meeting Minutes be approved as presented.

1277/18 CARRIED

**FINANCE & ADMINISTRATION:** 1. **Quarterly Financial Reports**  
Tina Leer provided Council with the financial reports:

- Accounts Payable Cheque Listing to February 15, 2018
- Operating Budget Report to December 31, 2017
- Project Budget Report to December 31, 2017
- Payroll journal for January 2018
- Alberta School Foundation Fund to December 31, 2017
- Unpaid taxes
- General Ledger Trail Balance Report to December 31, 2017
- Bank balance and allocated reserves

MAYOR BEETS:  
That Council rename the Accumulated Surplus Sewer to Reserves Sewer.

1278/18 CARRIED

MAYOR BEETS:  
That Council approve the monthly financial reports as presented.

1279/18 CARRIED

**FINANCE & ADMINISTRATION:** 2. **Preliminary 2018 – 2020 Budget**  
Administration provided Council with the draft 2018 – 2020 Budget as amended at the January Council meeting.

Initials



COUNCILLOR KIMBALL:

That Council approve the 2018 - 2020 Operating Budget as an interim budget as amended with final budgets and mill rates set in spring when property tax levy for education purposes is set by the province and property assessment is confirmed.

1280/18

CARRIED

**FINANCIAL &  
ADMINISTRATIVE:**

**3. Garbage Bylaw Rates**

Administration presented Council with a draft Garbage Bylaw reflecting increased rates to cover costs avoiding transfers from reserves.

DEPUTY MAYOR WILMON:

That Council table for amendments.

1281/18

CARRIED

**COUNCIL &  
LEGISLATIVE:**

**1. Municipal Leaders Caucus**

Administration provided Council with information on the upcoming Municipal Leaders Caucus being held on March 14 & 15, 2018 at the Shaw Conference Centre in Edmonton.

COUNCILLOR KIMBALL:

That Council accept as information.

1282/18

CARRIED

**COUNCIL &  
LEGISLATIVE:**

**2. 2018 Minister's Awards for Municipal Excellence**

Administration provided Council with information received from Municipal Affairs asking for nominations for the 2018 Minister's Award for Municipal Excellence.

DEPUTY MAYOR WILLMON:

That Council support the Association of Summer Villages of Alberta nomination.

1283/18

CARRIED

**COUNCIL &  
LEGISLATIVE:**

**3. Police Funding Letter Writing Campaign**

Administration provided Council with a request received from the Alberta Urban Municipalities Association to participate in a letter writing campaign to signal the importance of inequities in police funding.

MAYOR BEETS:

That Council participate in the letter writing campaign and authorize the Mayor to sign the letter.

1284/18

CARRIED

**PROTECTIVE  
SERVICES:**

**1. 2017 Enforcement Report**

Administration provided Council with the 2017 Enforcement Report provide by the Town of Sylvan Lake showing the percentage of patrol hours, citations written and municipal complaints.

Initials



MAYOR BEETS:  
That accept the report as information.

1249/18

CARRIED

Chris Loov and Koralyne Lemmon joined the meeting at 2:48 p.m.

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

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

- Broken 3 way stop sign exiting Sunbreaker Cove to be replaced by Al's Bobcat
- Amending Traffic Bylaw to allow off highway vehicles on highway during winter months underway
- Quote for installation and removal of buoys by Lakeview Contracting approx. \$3000

COUNCILLOR KIMBALL:  
That Council accept the Public Works report as information and Council advertise invitation to tender installation and removal of buoys by residents in March newsletter.

1250/18

CARRIED

**PUBLIC WORKS: 2. Bollard Policy**

Chris provided Council with the draft Bollard Policy.

DEPUTY MAYOR WILLMON:  
That Council table for amendments.

1251/18

CARRIED

**PLANNING & DEVELOPMENT: 1. Development Update**

Koralyne provided Council with the development report. Currently there are 65 active development permits; 15 in the Summer Village of Sunbreaker Cove.

MAYOR BEETS:  
That Council accept as information.

1252/18

CARRIED

**PLANNING & DEVELOPMENT: 2. Completions Deposit**

Koralyne provided Council with the Development Damage Deposit Policy passed in 2007.

DEPUTY MAYOR WILLMON:  
That Administration amend the Development Damage Deposit Policy and bring back to next meeting.

1253/18

CARRIED

**PLANNING & DEVELOPMENT: 3. 649 Fox Crescent**

Koralyne provided Council with background information on the Shenner shed encroaching on the community reserve.

Initials



**COUNCILLOR KIMBALL:**

That Administration send letter to Judy Shenner asking she provide documentation the shed has been grandfathered, and have her enter into an encroachment agreement; failure to comply may result in removal of shed.

**1254/18**

**CARRIED**

Koralyn Lemmon and Chris Loov left the meeting at 3:21 p.m.

**INFORMATION:**

**Council Reports**

Mayor Beets provided her report to Council on the Sylvan Lake Regional Water/Wastewater Commission and Quiet Enjoyment Initiative.

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

By consensus Council accepts as information.

**MEETING DATES:**

The next regular meeting of the Council of Sunbreaker Cove will be held on March 12, 2018 at 10:00 a.m.

Council break at 3:37 p.m.

Council reconvened at 3:44 p.m. with the addition of Michael Wuetherick.

**COUNCIL &  
LEGISLATIVE:**

**4. Wastewater**

Michael Wuetherick joined Council to discuss the municipal wastewater system.

**COUNCILLOR KIMBALL:**

That Administration mail information bulletin and letter to residents upon completion of amendments.

**1255/18**

**CARRIED**

**ADJOURNMENT:**

The meeting adjourned at 5:17 p.m.

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TERESA BEETS, MAYOR

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PHYLLIS FORSYTH, C.A.O.

Initials

