

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

*Minutes of a Regular Council Meeting of the Summer Village of Sunbreaker Cove, Province of Alberta, held July 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
	Finance Manager:	Tina Leer
	Development Officer:	Kara Hubbard
	Recording Secretary:	Teri Musseau

**CALL TO ORDER** The meeting was called to order at 8:38 a.m. by Mayor Willmon.

**AGENDA APPROVAL**

**SBC-23-134** MOVED by Mayor Willmon that the agenda be adopted as amended:

- D.4. add under CAO Report
  - Reserve stairs
  - Drainage
  - 1353 Balm Road
    - Wastewater concerns
    - Taxes
- F.1. add under Council Reports
  - Annual Information Meeting
  - Newsletter

CARRIED

**CONFIRMATION OF MINUTES**

**SBC-23-135** MOVED by Councillor Beets that the minutes of the Regular Meeting of Council held on May 29, 2023, be approved as presented.

CARRIED

**SBC-23-136** MOVED by Mayor Willmon that the minutes of the Special Meeting of Council held on July 5, 2023, be approved as presented.

CARRIED

**SBC-23-137** MOVED by Deputy Mayor Kimball that the minutes of the Municipal Planning Commission meeting held on July 10, 2023, be approved as presented.

CARRIED

**INFORMATION ITEMS**

- 1) Accounts Payable Report
- 2) Quarterly Financial Report
- 3) Development Update
- 4) CAO Report

**SBC-23-138** MOVED by Mayor Willmon that Council allow the spending of up to \$10,388 from the Fleet Replacement Reserve and the Infrastructure Reserve for the purchase of a new vehicle.

CARRIED

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**SBC-23-139**            MOVED by Deputy Mayor Kimball that Council accept the information items as presented.

CARRIED

**REQUESTS FOR DECISION**

**COUNCIL & LEGISLATION**

**SBC-23-140**            Alberta Municipalities' Convention  
MOVED by Councillor Beets that Council accept the Alberta Municipalities' Convention as information.

CARRIED

**SBC-23-141**            Bentley Fair Days  
MOVED by Mayor Willmon that Councillors attend the the Bentley Fair Days luncheon should their schedules allow.

CARRIED

**PLANNING & DEVELOPMENT**

**SBC-23-142**            Encroachment Agreement Letter  
MOVED by Councillor Beets that Council accept the encroachment agreement letter as information and the homeowner either signs the encroachment agreement and pays the fee or removes the encroachment.

CARRIED

IN FAVOUR – Mayor Willmon  
                  - Councillor Beets  
OPPOSED – Deputy Mayor Kimball

Council break at 9:56 a.m.

Council reconvened at 10:05 a.m.

**PUBLIC HEARING**

Mayor Willmon declared the Public Hearing for the Municipal Development Plan, open at 10:05 a.m.

Mayor Willmon provided the procedure for the public hearing.

Kara Hubbard, Development Officer, provided the background on the requested amendments.

ADD:

“Part 4.0 Agricultural Operations”

The Summer Village is a small seasonal municipality where the predominant land use in the Summer Village is residential. Undeveloped lands within the Summer Village are intended to facilitate low-impact recreational activities and support the ecological health of Sylvan Lake.

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Large-scale agricultural activities and natural resource development would be incompatible with the Summer Village's current (and planned) community.

Land-intensive agricultural and natural resource developments occur in appropriate locations within the watershed. Large agricultural operations and confined feeding operations shall be prohibited within the Summer Village. Local small-scale agricultural activities such as non-commercial gardens and greenhouses will be encouraged. Aggregate resource extraction developments shall be prohibited within the Summer Village. The development of oil and gas infrastructure (e.g., well sites, pipelines) shall be discouraged within the Summer Village. In the event that oil and gas infrastructure is proposed to be developed within the Summer Village, the development authority shall work with the proponents to discourage locating oil and gas infrastructure in areas with important natural features."

There was a written submission received from Lacombe County who had no objections.

The floor was opened to comments from the public. No comments were received.

Mayor Willmon asked if anyone would like to speak. Seeing there were no comments, Mayor Willmon thanked everyone for coming.

Mayor Willmon declared the Public Hearing for the Municipal Development Plan closed at 10:14 a.m. and cautioned that no further comments or submissions would be received.

**SBC-23-143**      Tourist Home Letter  
MOVED by Mayor Willmon that Council accept the tourist home letter as information and further direct Administration to send letters to both 603 & 605 Fox Crescent advising they require a permit to operate a tourist home; and further, Administration to send letter to Airbnb and Vrbo advising tourist home operators require a development permit in the Summer Village of Sunbreaker Cove.  
CARRIED

**Bylaw #187-23**      Municipal Development Plan  
**SBC-23-144**      MOVED by Councillor Beets that Council give 2<sup>nd</sup> reading to the Municipal Development Plan Bylaw #187-23.  
CARRIED

**SBC-23-145**      MOVED by Deputy Mayor Kimball that Council give 3<sup>rd</sup> and final reading to the Municipal Development Plan Bylaw #187-23.  
CARRIED

## COUNCIL REPORTS

- Mayor Willmon
- Newsletter

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**SBC-23-146**            MOVED by Mayor Willmon that Administration bring back the Wastewater Bylaw with potential amendments to the next Council meeting.

CARRIED

Deputy Mayor Kimball

- No reports

Councillor Beets

- No reports

**COMMITTEE REPORTS**

Julie Maplethorpe, Summer Village of Jarvis Bay

- Parkland Regional Library Board

**SBC-23-147**            MOVED by Councillor Kimball that Council accept the Council and Committee Reports as presented.

CARRIED

**NEXT MEETING**

**SBC-23-148**            MOVED by Mayor Willmon that the next meeting of Council be held on September 11, 2023, at 8:30 a.m.

CARRIED

**ADJOURNMENT**

**SBC-23-149**            MOVED by Mayor Willmon that being the agenda matters have been concluded, the meeting adjourned at 11:19 a.m.

CARRIED

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JIM WILLMON, MAYOR

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TANNER EVANS, CAO