

*Minutes of a Regular Council Meeting of the Summer Village of Sunbreaker Cove, Province of Alberta, held June 11, 2018 in the Summer Village Administration Office at Sylvan Lake, Alberta.*

**CALL TO ORDER:** The Meeting was called to order at 9:57 a.m. by Mayor Beets with the following being present:

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

**AGENDA APPROVAL:** MAYOR BEETS:  
 That the June 11, 2018 Regular Meeting Agenda be adopted as amended:

- F.B.5. Website
- F.B.6. Municipal Enforcement

**1391/18** **CARRIED**

**CONFIRMATION OF MINUTES:**

**1. May 28, 2018 Regular Meeting Minutes**

DEPUTY MAYOR WILLMON:  
 That the May 28, 2018 Regular Meeting Minutes be amended:

Says:

DEPUTY MAYOR DUFRESNE:  
 That Council set targets as below with Administration to bring back recommendations for reallocation of funds to the next meeting.

Should say:

DEPUTY MAYOR WILLMON:  
 That Council set targets as below with Administration to bring back recommendations for reallocation of funds to the next meeting.

**1392/18** **CARRIED**

**CONFIRMATION OF MINUTES:**

**2. May 28, 2018 Municipal Planning Commission Minutes**

DEPUTY MAYOR WILLMON:  
 That the May 28, 2018 Municipal Planning Commission Minutes be approved as presented.

**1393/18** **CARRIED**

**TABLED ITEMS FROM LAST MEETING**

**FINANCE & ADMINISTRATIVE:**

**1. Surplus**

Administration has provided Council recommendations for the distribution of \$206,440.49 in accumulated surplus as directed at the May meeting as follows:

	CURRENT	TARGET	ALLOCATION
Accumulated Surplus	206,440.49	20,000.00	-186,440.49
General Contingency	349,028.80	300,000.00	-49,028.80
Transportation	269,613.00	400,000.00	130,387.00
Wastewater	550,000.00	1,500,000.00	112,444.49
Environmental	101,774.81	100,000.00	-1,774.81
	32,187.39	0.00	-32,187.39

Initials



Information Technology & Facilities	3,400.00	5,000.00	1,600.00
Mill Rate Stabilization	0.00	100,000.00	25,000.00

MAYOR BEETS:

That Council allocate the accumulated surplus as above.

1394/18

CARRIED

**COUNCIL &  
LEGISLATIVE:**

**2. Annual Information Meeting**

Administration presented Council the amended Annual Information Meeting agenda as directed.

Tina Leer left the meeting at 10:20 a.m.

COUNCILLOR KIMBALL:

That Council approve the Annual Information Meeting agenda as amended.

1395/18

CARRIED

**PLANNING &  
DEVELOPMENT:**

**1. Pier & Hoist Plan**

Administration presented the Pier & Hoist Plan to include additional public participation goals.

DEPUTY MAYOR WILLMON:

That Council bring recommended amendments to the preliminary Pier & Hoist Plan to the Committee for discussion.

1396/18

CARRIED

Tina Leer joined the meeting at 10:47 a.m.

**STAFF REPORTS:**

**1. Staff Reports**

Administration provided the following reports for Council consideration:

- Accounts Payable
- Financial
- Public Works
- Viewing Platform Restrictions
- Development Update

MAYOR BEETS:

That Council accepts as information and authorized payment of payables.

1397/18

CARRIED

**REQUEST FOR DECISION**

**FINANCE &  
ADMINISTRATION:**

**1. Auditor Agreement 2019-2021**

Tina Leer provided Council information on the tenders received for the 2019-2021 Auditor Agreement.

DEPUTY MAYOR WILLMON:

That Council appoint the Metrix Group as auditor for 2019-2021.

1398/18

CARRIED

Tina Leer left the meeting at 11:07 a.m.

Initials

**COUNCIL &  
LEGISLATION:**

**1. Missing Link**

Mayor Beets discussed the installation of the fiber backbone through the Summer Village.

COUNCILLOR KIMBALL:

That Council approve the agreement with Missing Link for installation of the fiber backbone through the Summer Village.

**1399/18**

**CARRIED**

**COUNCIL &  
LEGISLATIVE:**

**2. Request from Resident for Utility Waiver**

Administration provided Council with a request received from a resident to have the garbage utility charge waived as the lot is vacant.

DEPUTY MAYOR WILLMON:

That Council uphold its Garbage Collection Bylaw #122-18 as written.

**1400/18**

**CARRIED**

MAYOR BEETS:

That Council amend the Garbage Collection Bylaw for 2019 to not charge a fee to lots where there are no improvements to the lot including water and electricity connections.

**1401/18**

**CARRIED**

**COUNCIL &  
LEGISLATIVE:**

**3. Association of Summer Villages of Alberta Conference**

Administration provided Council with information received on the upcoming Association of Summer Villages of Alberta Conference being held October 18<sup>th</sup> & 19<sup>th</sup>, at the Executive Royal Hotel in Leduc.

MAYOR BEETS:

That Deputy Mayor Willmon and Councillor Kimball attend the Association of Summer Villages of Alberta Conference.

**1402/18**

**CARRIED**

**COUNCIL &  
LEGISLATIVE:**

**4. Advanced Ambulatory Care Golf Tournament**

Administration provided Council with a request received from Advanced Ambulatory Care asking for sponsorship of their upcoming golf tournament.

DEPUTY MAYOR WILLMON:

That Council uphold their 2018 budget and not provide funding.

**1403/18**

**CARRIED**

**COUNCIL &  
LEGISLATIVE:**

**5. Website**

Council discussed the fees already paid to their current website provider and if they should stay with their current provider until 2019.

MAYOR BEETS:

That Council proceed with Administration administering website as for the other Summer Villages.

**1404/18**

**CARRIED**

Initials



**COUNCIL &  
LEGISLATIVE:**

**6. Municipal Enforcement**

Council discussed a verbal complaint to the Mayor received from a resident involving people squealing tires, drinking and driving under the influence and inquiring what action could be taken.

MAYOR BEETS:

That Council accept as information and encourage residents to contact 911.

**1405/18**

**CARRIED**

Koralyn Lemmon joined the meeting at 11:37 a.m.

**PLANNING &  
DEVELOPMENT:**

**1. Fees Bylaw**

Koralyn Lemmon provided Council a list of fees being changed in the Summer Village of Birchcliff for consideration.

MAYOR BEETS:

That Administration draft a new bylaw with the approved changes.

**1406/18**

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**2. Land Use Bylaw Amendments**

Koralyn Lemmon provided Council a list of proposed amendments to the Land Use Bylaw regarding:

- Building height
- Accessory building setback
- Projections over yards
- Parcel servicing
- Variance requests
- Development permits applications
- Tourist homes
- Hot tubs
- Soft landscaping
- 21 day appeal period
- Posting notice of decisions

COUNCILLOR KIMBALL:

That Administration draft a new bylaw with amendments as discussed.

**1407/18**

**CARRIED**

Koralyn Lemmon left at 12:20 p.m.

**COUNCIL REPORTS:**

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

Initials



**MEETING DATES:** The next regular meeting of the Council of Sunbreaker Cove will be held on August 20, 2018 at 10:00 a.m.

**ADJOURNMENT:** The meeting adjourned at 12:28 p.m.

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TERESA BEETS, MAYOR

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PHYLLIS FORSYTH, C.A.O.

Initials