

Summer Village of Sunbreaker Cove  
Regular Meeting Minutes  
June 27, 2024

*Minutes of a Regular Council Meeting of the Summer Village of Sunbreaker Cove, Province of Alberta, held June 27, 2024, in the Summer Villages on Sylvan Lake Administration Office at Sylvan Lake, Alberta.*

**PRESENT** Mayor: Jim Willmon  
Deputy Mayor: Keith Kimball  
Public Works Manager: Justin Caslor  
Recording Secretary: Teri Musseau

**CALL TO ORDER** The meeting was called to order at 8:39 a.m. by Mayor Willmon.

**AGENDA APPROVAL**

**SBC-24-072** MOVED by Mayor Willmon that the agenda be adopted as presented.  
CARRIED

**CONFIRMATION OF MINUTES**

**SBC-24-073** MOVED by Deputy Mayor Kimball that the minutes of the Regular Meeting of Council held on June 10, 2024, be approved as presented.  
CARRIED

**INFORMATION ITEMS**

- 1) Accounts Payable Report
- 2) Public Works Report

**SBC-24-074** MOVED by Mayor Willmon that Council accept the information items as presented.  
CARRIED

**REQUESTS FOR DECISION**

**COUNCIL & LEGISLATION**

**Bylaw #192-24** Municipal Planning Commission Bylaw  
**SBC-24-075** MOVED by Deputy Mayor Kimball that Council give 1<sup>st</sup> reading to the Municipal Planning Commission Bylaw #192-24.  
CARRIED

**SBC-24-076** MOVED by Mayor Willmon that Council give 2<sup>nd</sup> reading to the Municipal Planning Commission Bylaw #192-24.  
CARRIED

**SBC-24-077** MOVED by Deputy Mayor Kimball that by unanimous consent Council give 3<sup>rd</sup> reading to the Municipal Planning Commission Bylaw #192-24 at this meeting.  
CARRIED UNANIMOUSLY

**SBC-24-078** MOVED by Mayor Willmon that Council give 3<sup>rd</sup> and final reading to the Municipal Planning Commission Bylaw #192-24.  
CARRIED

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**Bylaw #193-24**      Subdivision and Development Appeal Bylaw  
**SBC-24-079**      MOVED by Mayor Willmon that Council give 1<sup>st</sup> reading to the Subdivision and Development Appeal Bylaw #193-24 as amended.  
CARRIED

**SBC-24-080**      MOVED by Deputy Mayor Kimball that Council give 2<sup>nd</sup> reading to the Subdivision and Development Appeal Bylaw #193-24 as amended.  
CARRIED

**SBC-24-081**      MOVED by Mayor Willmon that by unanimous consent Council give 3<sup>rd</sup> reading to the Subdivision and Development Appeal Bylaw #193-24 at this meeting as amended.  
CARRIED UNANIMOUSLY

**SBC-24-082**      MOVED by Deputy Mayor Kimball that Council give 3<sup>rd</sup> and final reading to the Subdivision and Development Appeal Bylaw #193-24 as amended.  
CARRIED

Council recessed at 9:51 a.m.

Council reconvened at 9:54 a.m.

**SBC-24-083**      By-Election  
MOVED by Deputy Mayor Kimball that Council declare the following dates for the 2024 By-Election:

Nomination Day:                      Saturday, July 27<sup>th</sup>, 2024  
Election Day:                              Saturday, August 24<sup>th</sup>, 2024  
CARRIED

**SBC-24-084**      MOVED by Mayor Willmon that Council allow for voting by special ballots for the 2024 By-Election.  
CARRIED

**SBC-24-085**      MOVED by Deputy Mayor Kimball that Council appoint Teri Musseau as Returning Officer and Carolyn Widmer as Substitute Returning Officer for the 2024 By-Election.  
CARRIED

**COUNCIL REPORTS**

- Mayor Willmon
- Communications with Residents
- Deputy Mayor Kimball
- Communications with Residents

**COMMITTEE REPORTS**

- Julie Maplethorpe, Summer Village of Jarvis Bay
- Parkland Regional Library Board

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**CORRESPONDENCE**

- Alberta Municipalities Association

**SBC-24-086**      MOVED by Mayor Willmon that Council accept the Council and Committee Reports as presented.

CARRIED

**SBC-24-087**      MOVED by Deputy Mayor Kimball that Mayor Willmon attend the Alberta Municipalities Convention September 25-27, 2024, in Red Deer.

CARRIED

**NEXT MEETING**

**SBC-24-087**      MOVED by Mayor Willmon that the next meeting of Council be held on September 9, 2024, following the organizational meeting at 9:00 a.m.

CARRIED

**ADJOURNMENT**

**SBC-24-088**      MOVED by Mayor Willmon that being the agenda matters have been concluded, the meeting adjourned at 10:32 a.m.

CARRIED

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JIM WILLMON, MAYOR

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TANNER EVANS, CAO