

*Minutes of a Regular Council Meeting of the Summer Village of Sunbreaker Cove, Province of Alberta, held March 19, 2018 in the Summer Village Administration Office at Sylvan Lake, Alberta.*

**CALL TO ORDER:** The Meeting was called to order at 9:55 a.m. by Mayor Beets with the following being present:

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

**AGENDA APPROVAL:** DEPUTY MAYOR WILLMON:  
That the March 19, 2018 Regular Meeting Agenda be adopted as amended:

D.5. Wastewater Reserve  
E.10. Wastewater Bulletin

**1294/18** **CARRIED**

Tina Leer joined the meeting at 9:57 a.m.

**CONFIRMATION OF MINUTES:** 1. **February 26, 2018 Regular Meeting Minutes**

COUNCILLOR KIMBALL:  
That the February 26, 2018 Regular Meeting Minutes be approved as presented.

**1295/18** **CARRIED**

**FINANCE & ADMINISTRATION:** 1. **Financial Reports**

Tina Leer provided Council with the financial reports:

- Accounts Payable Cheque Listing to March 13, 2018
- Operating Budget Report to February 28, 2018

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

**1296/18** **CARRIED**

**FINANCE & ADMINISTRATION:** 2. **Council Remuneration**

Tina Leer provided Council with a comparison of remuneration on neighboring municipalities on their current remuneration pay.

DEPUTY MAYOR WILLMON:  
That Administration amend as directed and bring back to next meeting.

**1297/18** **CARRIED**

**FINANCIAL & ADMINSTRATIVE:** 3. **Garbage Bylaw Rates**

Tina Leer provided Council with the Garbage Collection Bylaw #122-18 for second and third reading.

Initials



SECOND READING to By-law 122-18 was moved by Mayor Beets.

1298/18

CARRIED

THIRD READING to By-law No. 122-18 was moved by Councillor Kimball.

1299/18

CARRIED

**FINANCE &  
ADMINISTRATION:**

**4. Preliminary 2018 – 2020 Budget**

Tina Leer provided Council with the updated 2018 – 2020 Budget to include the 2018 assessment input and the capital budget portion.

MAYOR BEETS:

That Council accept the 2018 – 2020 Capital Budget as presented.

1300/18

CARRIED

**FINANCE &  
ADMINISTRATION:**

**5. Wastewater Reserve**

Council discussed the wastewater reserve and transfers made by motions from minutes.

COUNCILLOR KIMBALL:

That Council transfer \$550,000.00 from Accumulated Surplus and Accumulated Surplus Sewer to Wastewater Reserve.

1301/18

CARRIED

**COUNCIL &  
LEGISLATIVE:**

**1. 3 Year Operational Plan**

Administration provided Council with a draft 3 Year Operational Plan showing operational functions along with forecasted 3 year budget.

MAYOR BEETS:

That Council accept the draft 3 Year Operational Plan as information.

1302/18

CARRIED

**COUNCIL &  
LEGISLATIVE:**

**2. 5 Year Capital Plan**

Administration provided Council with a draft 5 Year Capital Plan for Council's input.

Chris Loov joined the meeting at 11:11 a.m.

MAYOR BEETS:

That Administration amend as directed and bring plan back to Council.

1303/18

CARRIED

**COUNCIL &  
LEGISLATIVE:**

**3. Regional Assessment Review Board Bylaw #127-18**

Administration provided Council with the Regional Assessment Review Board Bylaw #127-18 which is compliant with the Municipal Government Act.

Initials



**1304/18** FIRST READING to By-law No. 127-18 was moved by Mayor Beets. CARRIED

**1305/18** SECOND READING to By-law 127-18 was moved by Deputy Mayor Willmon CARRIED

**1306/18** COUNCILLOR KIMBALL:  
That third reading to By-law No. 127-18 be taken at this Meeting. CARRIED UNANIMOUSLY

**1307/18** THIRD READING to By-law No. 127-18 was moved by Mayor Beets. CARRIED

**COUNCIL & LEGISLATIVE:**

**4. Regional Assessment Review Board Agreement**

Administration provided Council with an amended agreement with the Regional Assessment Review Board to allow for cost recovery on complaints that are withdrawn 6 or less calendar days prior to a hearing.

**1308/18** MAYOR BEETS:  
That Council authorize the CAO to sign the Regional Assessment Review Board Agreement as presented. CARRIED

Tina Leer left the meeting at 11:21 a.m.

**COUNCIL & LEGISLATIVE:**

**5. Process for Delegation Addressing Council**

Administration provided Council with an amended Process for Delegation Addressing Council Policy.

**1309/18** DEPUTY MAYOR WILLMON:  
That Council approve the Process for Delegation Addressing Council Policy as presented. CARRIED

**COUNCIL & LEGISLATIVE:**

**6. Municipal Planning Commission Bylaw #123-18**

Administration provided Council with the amended Municipal Planning Commission Bylaw #123-18.

**1310/18** FIRST READING to By-law No. 123-18 was moved by Councillor Kimball. CARRIED

**1311/18** SECOND READING to By-law 123-18 was moved by Mayor Beets. CARRIED

**1312/18** DEPUTY MAYOR WILLMON:  
That third reading to By-law No. 123-18 be taken at this Meeting. CARRIED UNANIMOUSLY

Initials



THIRD READING to By-law No. 123-18 was moved by  
Councillor Kimball.

1313/18

CARRIED

**COUNCIL &  
LEGISLATIVE:**

**7. Subdivision & Development Appeal Board Bylaw #124-18**

Administration provided Council with the amended Subdivision &  
Development Appeal Board Bylaw #124-18.

FIRST READING to By-law No. 124-18 was moved by Deputy  
Mayor Willmon.

1314/18

CARRIED

SECOND READING to By-law 124-18 was moved by  
Councillor Kimball.

1315/18

CARRIED

MAYOR BEETS:

That third reading to By-law No. 124-18 be taken at this  
Meeting.

1316/18

CARRIED UNANIMOUSLY

THIRD READING to By-law No. 124-18 was moved by Deputy  
Mayor Willmon.

1317/18

CARRIED

**COUNCIL &  
LEGISLATIVE:**

**8. Procedural Bylaw #125-18**

Administration provided Council with the amended Procedural  
Bylaw.

FIRST READING to By-law No. 125-18 was moved by  
Councillor Kimball.

1318/18

CARRIED

SECOND READING to By-law 125-18 was moved by Mayor  
Beets.

1319/18

CARRIED

DEPUTY MAYOR WILLMON:

That third reading to By-law No. 125-18 be taken at this  
Meeting.

1320/18

CARRIED UNANIMOUSLY

THIRD READING to By-law No. 125-18 was moved by  
Councillor Kimball.

1321/18

CARRIED

**COUNCIL &  
LEGISLATIVE:**

**9. Website**

Council discussed their current website.

MAYOR BEETS:

That Council table until next meeting for further consideration.

1322/18

CARRIED

Michael Wuetherick joined the meeting at 11:35 a.m. via Zoom.

Initials



**COUNCIL &  
LEGISLATIVE:**

**10. Wastewater Bulletin**

Michael Wuetherick joined the Council meeting via Zoom to discuss feedback on the wastewater bulletin that was mailed out to all residents.

Michael Wuetherick left the meeting at 11:45 a.m.

MAYOR BEETS:  
That Council accept as information.

**1323/18**

CARRIED

**PUBLIC WORKS:**

**1. Traffic Bylaw #126-18**

Chris provided Council with an amended Traffic Bylaw to allow for off-highway vehicles on highways during the winter months.

COUNCILLOR KIMBALL:  
That Council amend the Traffic Bylaw as directed and bring back to the next Council meeting.

**1324/18**

CARRIED

**PUBLIC WORKS:**

**2. Bollard Policy**

Chris provided Council with the amended Bollard Policy.

DEPUTY MAYOR WILLMON:  
That Council approve the Bollard Policy as presented.

**1325/18**

CARRIED

Koralyn Lemmon joined the meeting at 11:59 a.m.

**PLANNING &  
DEVELOPMENT:**

**1. Development Update**

Koralyn provided Council with the development report. Currently there are 68 active development permits; 15 in the Summer Village of Sunbreaker Cove.

MAYOR BEETS:  
That Council accept as information.

**1326/18**

CARRIED

**PLANNING &  
DEVELOPMENT:**

**2. Completions Deposit**

Koralyn provided Council with the Development Damage Deposit Policy as amended at the last meeting.

COUNCILLOR KIMBALL:  
That Council approve the Development Damage Deposit Policy as presented.

**1327/18**

CARRIED

Koralyn Lemmon and Chris Loov left the meeting at 12:01 p.m.

Initials



**INFORMATION:**

**Council Reports**

Mayor Beets discussed the upcoming newsletter changes and provided her report to Council on the Sylvan Lake Regional Water/Wastewater Commission.

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

Deputy Mayor Willmon provided his report to Council on the Emergency Management training.

By consensus Council accepts as information.

**MEETING DATES:**

The next regular meeting of the Council of Sunbreaker Cove will be held on April 16, 2018 at 10:00 a.m.

**ADJOURNMENT:**

The meeting adjourned at 12:29 p.m.

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TERESA BEETS, MAYOR

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PHYLLIS FORSYTH, C.A.O.

Initials

