

Summer Village of Sunbreaker Cove  
Regular Meeting Minutes  
March 25, 2024

*Minutes of a Regular Council Meeting of the Summer Village of Sunbreaker Cove, Province of Alberta, held March 25, 2024, in the Summer Villages on Sylvan Lake Administration Office at Sylvan Lake, Alberta.*

<b>PRESENT</b>	Mayor:	Jim Willmon via Zoom
	Deputy Mayor:	Keith Kimball
	Councillor:	Teresa Beets via Zoom
	CAO:	Tanner Evans
	Development Officer:	Kara Hubbard
	Delegate(s):	Stephen Webber, Metrix Group via Zoom

**CALL TO ORDER** The meeting was called to order at 8:30 a.m. by Mayor Willmon.

**AGENDA APPROVAL**

**SBC-24-012** MOVED by Mayor Willmon that the agenda be adopted as presented.  
CARRIED

**CONFIRMATION OF MINUTES**

**SBC-24-013** MOVED by Mayor Willmon that the minutes of the Regular Meeting of Council held on February 12, 2024, be approved as presented.  
CARRIED

**SBC-24-014** MOVED by Deputy Mayor Kimball that the minutes of the Municipal Planning Commission Meeting held on February 5, 2024, be approved as presented.  
CARRIED

**DELEGATION**

Stephen Webber – Metrix Group  
Phil Dirks from the Metrix Group joined Council to present the 2023 Audited Financial Statements and review the Audit Findings Report

Phil Dirks left the meeting at

**SBC-24-015** MOVED by Deputy Mayor Kimball that Council accept the 2023 Audited Financial Statements as amended.  
CARRIED

**INFORMATION ITEMS**

- 1) Public Works Report
- 2) Development Update
- 3) CAO Report

**SBC-24-016** MOVED by Councillor Beets that Council accept the information items as presented.  
CARRIED

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**TABLED ITEMS**

**FINANCE**

- SBC-24-017**      2024 Capital Budget and 5-Year Capital Plan  
MOVED by Councillor Beets that Council approve the 2024 Capital Budget and 5-Year Capital Plan as amended.  
CARRIED

**REQUESTS FOR DECISION**

**COUNCIL & LEGISLATION**

- SBC-24-018**      Working Well Workshop  
MOVED by Deputy Mayor Kimball that the Summer Village of Sunbreaker Cove collaborate with the other summer villages to host 2 evening working well workshops for residents on a first come first served basis, and Administration to promote via email blast and website notice.  
CARRIED

**PLANNING & DEVELOPMENT**

- SBC-24-019**      Encroachment Agreement Request  
MOVED by Mayor Willmon that Council approve the encroachment agreement for landing, retaining walls and steps onto the Environmental Open Space with the owners of 1321 Birch Road for another 5-year term.  
CARRIED

**COUNCIL REPORTS**

Mayor Willmon

- Sylvan Lake Regional Wastewater Commission

Deputy Mayor Kimball

- Lacombe Regional Emergency Management Plan Committee
- Firepits on Sylvan Lake

Councillor Beets

- Sylvan Lake Regional Wastewater Commission

**COMMITTEE REPORTS**

Julie Maplethorpe, Summer Village of Jarvis Bay

- Town of Sylvan Lake Library Board
- Parkland Regional Library Board

**CORRESPONDENCE**

- Alberta Municipalities

- SBC-24-020**      MOVED by Deputy Mayor Kimball that Council accept the Council and Committee Reports as presented.  
CARRIED

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**NEXT MEETING**

**SBC-24-021**      MOVED by Mayor Willmon that the next meeting of Council be held on April 29, 2024, at 8:30 a.m.

CARRIED

**ADJOURNMENT**

**SBC-24-022**      MOVED by Mayor Willmon that being the agenda matters have been concluded, the meeting adjourned at 11:15 a.m.

CARRIED

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JIM WILLMON, MAYOR

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TANNER EVANS, CAO