

Summer Village of Sunbreaker Cove
Regular Meeting Minutes
March 6, 2026

Minutes of a Regular Council Meeting of the Summer Village of Sunbreaker Cove, Province of Alberta, held March 6, 2026, in the Summer Villages on Sylvan Lake Administration Office at Sylvan Lake, Alberta.

PRESENT Mayor: Mike Bruni
Deputy Mayor: Jim Willmon
Public Works Manager: Matt Miller
Recording Secretary: Teri Musseau

REGRETS Councillor: Kelsey Finch

CALL TO ORDER The meeting was called to order at 9:00 a.m. by Mayor Bruni.

AGENDA APPROVAL

SBC-26-023 MOVED by Deputy Mayor Willmon that the agenda be adopted as presented.
CARRIED

CONFIRMATION OF MINUTES

SBC-26-024 MOVED by Mayor Bruni that the minutes of the Regular Meeting of Council held on February 6, 2026, be approved as presented.
CARRIED

SBC-26-025 MOVED by Deputy Mayor Willmon that the minutes of the Municipal Planning Commission meeting held on February 11, 2026, be approved as presented.
CARRIED

INFORMATION ITEMS

- 1) Accounts Payable Report
- 2) Public Works Report
- 3) Development Update
- 4) CAO Report

SBC-26-026 MOVED by Mayor Bruni that Council accept the information items as information.
CARRIED

REQUEST FOR DECISION

FINANCE

SBC-26-027 Police Funding Model 2026-2031
MOVED by Deputy Mayor Willmon that Council table the Police Funding Model discussion until the next meeting and Administration to bring back the 5 year budget and fees bylaw for review.
CARRIED

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- SBC-26-028** 2025 Audit Plan
MOVED by Mayor Bruni that Council approve the 2025 audit plan and authorize the Mayor and CAO to sign the engagement letter.
CARRIED

COUNCIL & LEGISLATION

- SBC-26-029** ABmunis Convention Resolutions
MOVED by Deputy Mayor Willmon that Council accept the ABmunis Convention Resolutions item as information.
CARRIED

- SBC-26-030** Aquatic Invasive Species Request for Support
MOVED by Mayor Bruni that Council participate in the Provincial Aquatic Invasive Species Task Force's letter writing campaign.
CARRIED

PUBLIC WORKS

- SBC-26-031** Road Right of Way Maintenance Policy Adoption
MOVED by Deputy Mayor Willmon that Council adopt the Road Right of Way Maintenance Policy as presented.
CARRIED

PLANNING & DEVELOPMENT

- SBC-26-032** Encroachment Agreement Request
MOVED by Mayor Bruni that Council approve the Encroachment Agreement Request for 703 Elk Street for encroachments on municipally owner land (lane walkway).
CARRIED

COUNCIL REPORTS

- Mayor Bruni
- Municipal Governance Committee
- Deputy Mayor Willmon
- No Reports
- Councillor Finch
- Not in attendance to give report.

CORRESPONDENCE

- Joint Services Committee Meeting Minutes

COMMITTEE REPORTS

- National Police Federation

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SBC-26-033 MOVED by Deputy Mayor Willmon that Council accept the Council Reports as presented.

CARRIED

NEXT MEETING

SBC-26-034 MOVED by Mayor Bruni that the next meeting of Council be held on April 13, 2026, at 9:00 a.m.

CARRIED

Council recessed at 9:46 a.m.

Council reconvened at 10:00 a.m.

PUBLIC HEARING

Public in attendance:

Roger Grant

Andrew Qucharek via Zoon

Jim Simon via Zoom

Mayor Bruni declared the Public Hearing for the Land Use Bylaw #205-25, open at 10:00 a.m.

Mayor Bruni introduced Council and staff present then provided the procedure for the public hearing.

Kara Hubbard, Development Officer, introduced the bylaw.

Brad MacDonald from Municipal Planning Services read the public hearing report.

A Land Use Bylaw is a planning document that regulates land use and development in a municipality. The Municipal Government Act (MGA) requires all municipalities to adopt a Land Use Bylaw. The Summer Village currently has a Land Use Bylaw (bylaw 99/13). This bylaw is not consistent with provincial legislation, Summer Village statutory plans, and does not address many current land use and development pressures facing the Summer Village.

A Land Use Bylaw establishes regulations to regulate how land is used and developed. It divides a municipality into different 'districts' (or 'zones') A Land Use Bylaw contains procedures for submitting, processing, and deciding upon subdivision and development applications. For some specific land use activities land use regulations are included to provide further clarity on how these activities may be developed in the municipality.

The broad purpose of a Land Use Bylaw is to separate uses that might conflict with each other, to establish a safe and orderly pattern of development appropriate for the municipality, and to protect property owners and residents from uses that may negatively impact the use and enjoyment of their property.

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The project team was comprised of Summer Village Council, Administration, and MPS (the Summer Village's planning consultants). Council and Administration met and provided direction setting recommendations to MPS through all stages of the project.

The project was initiated in late 2024. MPS worked with Council and Administration to discuss land use and development matters in the Summer Village, and goals for the project. By Spring 2025, MPS prepared a draft Land Use Bylaw based on Council's direction and MPS' research and review of the current Land Use Bylaw – and based on our work completing other Land Use Bylaws for other Sylvan Lake Summer Villages. Municipal Planning Services, Council, and Administration met to review proposed content for the Land Use Bylaw and discussed revisions to improve the document.

In July 2025, a project update notice was prepared and shared with Summer Village residents. The notice provided residents with a summary of the project's purpose, what a Land Use Bylaw is, and the project's next steps. The notice advised an online information session; at the session (August 12, 2025) MPS provided attendees with an overview of the proposed changes to the Summer Village's Land Use Bylaw and invited residents to provide feedback to the Summer Village.

The information session was attended by approximately 14 residents (not including MPS staff, Summer Village Administration, and members of Council). Following the session, a recording of the open house was uploaded to YouTube and was shared on the Summer Village's website. As of September 29, 2025, the recording had been viewed 22 times.

In October 2025, MPS prepared a 'What We Heard' Report for Council and Administration that compiled all responses and feedback to the project to date and shared the findings with Council. Following their review of the 'What We Heard Report,' Council directed MPS to make revisions to the draft Land Use Bylaw to address the feedback provided and to prepare the draft Land Use Bylaw for first reading. First reading of proposed bylaw 205-05 occurred on January 12, 2026. In February 2026, MPS circulated the draft Land Use Bylaw to adjacent municipalities, service providers, and agencies.

In accordance with the *Municipal Government Act*, the following municipalities, agencies, and organizations were notified with information about the proposed Land Use Bylaw, inviting them to provide feedback.

- Alberta Energy Regulator
- Alberta Arts, Culture, and the Status of Women
- Alberta Environment and Protected Areas
- Alberta Forestry and Parks
- Alberta Health Services (Provided recommended changes to reflect governing legislation, alignment with legislation governing short term rentals (Schedule A))
- Alberta Transportation and Economic Corridors
- Canada Post
- Telus Communications (No concerns)
- Fortis Alberta (Aquila Networks)
- Chinook Edge School Division
- GLDC Gas Co-op
- Red Deer County (No concerns)
- Lacombe County
- Town of Sylvan Lake
- The Summer Villages on Sylvan Lake

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The public engagement program carried out, which included a newsletter, one survey, an in-person open house, and an online open house, satisfies and exceeds the public notification requirements in the *Municipal Government Act*. A Public Hearing notice was prepared in accordance with Section 606 of the *Municipal Government Act*.

There was a written submission received from Peter Schmaltz of 1301 Breakers Way was read into record by Kara Hubbard who pointed out a possible contradiction in Sections 9.4.6/9.4.7 and section 9.8.2 regarding asphalt in the carriage way.

The floor was opened to comments from the public. Roger Grant of 1326 Cottonwood Close had no comments related to the proposed Land Use Bylaw.

Mayor Bruni asked both Andrew Qucharek and Jim Simon, who were on Zoom, if they had any comments. Neither provided comments.

Mayor Bruni asked if Council had any questions or points of clarification.

Deputy Mayor Willmon asked for clarification on the submission from Alberta Health Services as Council had not received the recommendations. Ms. Hubbard to forward the recommended amendments to Council after the hearing.

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

Mayor Bruni declared the Public Hearing for the Municipal Development Plan closed at 10:50 a.m. and cautioned that no further comments or submissions would be received.

PLANNING & DEVELOPMENT

Bylaw #205-25 Land Use Bylaw

The following are proposed amendments by Alberta Health Services to the Land Use Bylaw #205-25:

1. That Section 3.2.34 be revised to remove reference to ‘the Child Care Licensing Act’ and replace with ‘the Early Learning and Child Care Act.’”
2. That Section 9.24 – Tourist homes be revised to include the following as 9.24.4 (and all subsequent regulations be renumbered according):

“A tourist home shall comply with all food storage, serving, and preparation requirements in Part 6 of the Alberta Food Regulation.”

SBC-26-035 MOVED by Deputy Mayor Willmon that Council give 2nd reading to the Land Use Bylaw #205-25 as amended.

CARRIED

SBC-26-036 MOVED by Mayor Bruni that Council give 3rd and final reading to the Land Use Bylaw #205-25 as amended.

CARRIED

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ADJOURNMENT

MOVED by Mayor Bruni that the meeting be adjourned at 10:59 a.m.
CARRIED

MIKE BRUNI, MAYOR

TANNER EVANS, CAO