

*Minutes of a Regular Council Meeting of the Summer Village of Sunbreaker Cove, Province of Alberta, held May 25, 2017 in the Summer Village Administration Office at Sylvan Lake, Alberta.*

**CALL TO ORDER:** The Meeting was called to order at 1:16 p.m. by Mayor Carr with the following being present:

Mayor:	Bill Carr
Deputy Mayor:	Teresa Beets
Councillor:	Ron Wuetherick
Administrator:	Phyllis Forsyth
Accounting Technician:	Tina Leer
Recording Secretary:	Teri Musseau

**AGENDA APPROVAL:**  
**1075/17**

RON WUETHERICK:  
That the May 25, 2017 Regular Meeting Agenda be adopted as presented.  
CARRIED

**CONFIRMATION OF MINUTES:**  
**1076/17**

**1. April 19, 2017 Regular Meeting Minutes**

RON WUETHERICK:  
That the April 19, 2017 Regular Meeting Minutes be approved as presented.  
CARRIED

**FINANCE & ADMINISTRATION:**  
**1077/17**

**1. Administrator Report**

Administration provided Council with an update on the status of current projects underway in the Summer Villages and at the Administration Office.

BILL CARR:  
That Council accept the information as presented.  
CARRIED

**FINANCE & ADMINISTRATION:**  
**1078/17**

**2. Quarterly Reports**

Tina Leer provided Council with the financial reports:

- Accounts Payable Cheque Listing to May 16, 2017
- Operating Budget Report to March 31, 2017
- Alberta School Foundation Report to March 31, 2017
- Bank account and reserve balances
- Outstanding taxes to March 31, 2017

BILL CARR:  
That Council approve the financial reports as presented.  
CARRIED

**FINANCE & ADMINISTRATION:**  
**1079/17**

**3. 2017 – 2019 Capital Budget**

Tina Leer provided Council with the proposed capital project budget for the years 2017-2019.

BILL CARR:  
That Council approve the 2017-2019 Capital Budget as presented.  
CARRIED

Initials



**FINANCE &  
ADMINISTRATION:**

**4. 2017 Mill Rate Bylaw**

Tina provided Council with the 2017 Mill Rate Bylaw #117-17

**1080/17**

FIRST READING to By-law No. 117-17 was moved by Bill Carr.  
CARRIED

**1081/17**

SECOND READING to By-law 117-17 was moved by Teresa Beets.  
CARRIED

**1082/17**

RON WUETHERICK:  
That third reading to By-law No. 117-17 be taken at this Meeting.  
CARRIED UNANIMOUSLY

**1083/17**

THIRD READING to By-law No. 117-17 was moved by Bill Carr.  
CARRIED

**FINANCE &  
ADMINISTRATION:**

**5. Garbage Collection Bylaw**

Tina provided Council with the updated Garbage Collection Bylaw #120-17.

**1084/17**

FIRST READING to By-law No. 120-17 was moved by Bill Carr.  
CARRIED

**1085/17**

SECOND READING to By-law 120-17 was moved by Teresa Beets.  
CARRIED

**1086/17**

RON WUETHERICK:  
That third reading to By-law No. 120-17 be taken at this Meeting.  
CARRIED UNANIMOUSLY

**1087/17**

THIRD READING to By-law No. 120-17 was moved by Bill Carr.  
CARRIED

Tina Leer left meeting at 3:20 p.m.

**COUNCIL &  
LEGISLATIVE:**

**1. Annual Information Meeting**

Council discussed the agenda for their upcoming Annual Information Meeting being held on June 24, 2017 at Rainy Creek Hall.

**1088/17**

BILL CARR:  
That Administration draft the agenda as directed.  
CARRIED

**COUNCIL &  
LEGISLATIVE:**

**2. Town of Eckville**

Administration provided Council with information received from the Town of Eckville inviting Council to join them for their annual Eckville Parade on May 26, 2017.

**1089/17**

BILL CARR:  
That Council send their regrets due to previous commitments.  
CARRIED

Initials



**COUNCIL &  
LEGISLATIVE:**

**3. Quiet Enjoyment Initiative Request**

Teresa Beets spoke to Council about a request she received from the Quiet Enjoyment Initiative to install a sign at the boat launch.

TERESA BEETS:

That Administration send letter of regret to the Quiet Enjoyment Initiative.

1090/17

CARRIED

**COUNCIL &  
LEGISLATIVE:**

**4. Cheque Signing Policy**

Administration provided Council with the draft Cheque Signing Policy that would allow two members of Administration to sign cheques when Council is unavailable.

BILL CARR:

That Council adopt the Cheque Signing Policy as presented.

1091/17

CARRIED

**COUNCIL &  
LEGISLATIVE:**

**5. Joint Services and Operational Agreement**

Administration provided Council with the amended Joint Services and Operational Agreement as approved by the Committee at their last meeting.

TERESA BEETS:

That Council request an amendment to Section C for purchases of equipment for anything \$30,000 and over subject to approval by all Councils prior to Sunbreaker Cove signing agreement.

1092/17

CARRIED

Council break at 2:43 p.m.

Council reconvened at 2:48 p.m.

**PUBLIC WORKS:**

**1. Sunhaven Way Ditch Clean Up**

Administration provided Council with information received from CSSI on cleaning up of overgrown area along Sunhaven Way.

RON WUETHERICK:

That Council leave the Sunhaven Way Ditch as is.

1093/17

CARRIED

**PUBLIC WORKS:**

**2. No Dogs Signs**

Administration provided Council an update on the signs being made for Sunset Cove and Glenn's Cove that include a no dogs permitted symbol.

BILL CARR:

That Council accept as information and requested Administration review dogs on leash signs and replace or install as necessary.

1094/17

CARRIED

**PUBLIC WORKS:**

**3. Speed Bumps**

Administration provided Council information on a suggestion received that the speed bumps along Sunhaven Way be removed.

Initials



Koralyn Coughlin joined the meeting at 3:16 p.m.

TERESA BEETS:

That Administration send request to Lacombe County asking permission to install a speed bump at the village boundary and Summer Village Public Works have a 4 Way Stop put in at Marine Drive, Breakers Way and Sunhaven Drive intersection, and the speedbump be moved from Sunhaven Way to west of Elk Street.

1095/17

CARRIED

**PLANNING &  
DEVELOPMENT:**

**1. Development Update**

Koralyn provided Council with the development report. Currently there are 53 active development permits; 8 in the Summer Village of Sunbreaker Cove.

BILL CARR:

That Council accept as information.

1096/17

CARRIED

**PLANNING &  
DEVELOPMENT:**

**2. Sylvan Lake Management Committee**

Koralyn provided Council with the Sylvan Lake Management Committee's final draft Terms of Reference.

TERESA BEETS:

That Council approve the 2017 Sylvan Lake Management Committee Terms of Reference as presented.

1097/17

CARRIED

**PLANNING &  
DEVELOPMENT:**

**3. Encroachments**

Koralyn provided Council with information on the following encroachments:

649 Fox Crescent – no record of an encroachment agreement in their file or on title.

623 Fox Crescent – encroachment approved by the Summer Village in 2000 by a Right-of-Way and Easement Agreement registered on title.

BILL CARR:

That Council accept as information.

1098/17

CARRIED

**PLANNING &  
DEVELOPMENT:**

**4. Environmental Open Space Restoration**

Koralyn provided Council with information on the request received from Stephen Hicks to backfill and restore the area between the lakeshore pressure ridge and the properties located at 1317, 1319 and 1321 Birch Road.

BILL CARR:

That Council approve the request from Stephen Hicks to backfill and restore the area between the lakeshore pressure ridge and the properties located at 1317, 1319 and 1321 Birch Road as per submitted plan.

1099/17

CARRIED

Initials



**PLANNING &  
DEVELOPMENT:**

**5. 1209 Pine Road**

Koralyn provided Council with information received from the owners of 1209 Pine Road regarding an encroachment agreement for their boathouse.

RON WUETHERICK:

That Administration continue to work on the Encroachment Agreement for 1209 Pine Road.

**1100/17**

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**6. 1117 Poplar Road**

Koralyn provided Council with a request from the owners of 1117 Poplar Road to be allowed to leave their trailer parked on the road allowance.

RON WUETHERICK:

That Council uphold the Traffic Bylaw #86-10 and resident of 1117 Poplar Road remove trailer from road allowance.

**1101/17**

**CARRIED**

Koralyn Coughlin left the meeting at 4:29 p.m.

**PLANNING &  
DEVELOPMENT:**

**7. Temporary Buildings**

Phyllis Forsyth provided Council with information on the temporary buildings at 1313 Willow Road and noted other temporary buildings in the Summer Village.

RON WUETHERICK:

That Council table until their next meeting.

**1102/17**

**CARRIED**

**INFORMATION:**

**Council Reports**

Bill Carr reported to Council on Joint Service Committee meeting.

Teresa Beets provided her report to Council on Sylvan Lake Management Committee.

Ron Wuetherick provided his reports to Council on Family and Community Support Services.

Correspondence:

- Municipal Affairs

By consensus Council accepts as information.

**MEETING DATES:**

The next regular meeting of the Council of Sunbreaker Cove will be held on June 22, 2017 at 10:00 a.m.

Initials

**ADJOURNMENT:** The meeting adjourned at 4:36 p.m.

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BILL CARR, MAYOR

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PHYLLIS FORSYTH, C.A.O.

Initials