

Summer Village of Sunbreaker Cove  
June 2, 2025  
Municipal Planning Commission Minutes  
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*Minutes of a Municipal Planning Commission Meeting of the Summer Village of Sunbreaker Cove, Province of Alberta, held June 2, 2025, at the Summer Villages on Sylvan Lake Administration Office in Sylvan Lake, Alberta.*

**PRESENT:**

Chair:	Debbie Ricalton via Zoom
Member-at-Large:	Jim Watson
Member-at-Large:	Lorne Therriault
Development Officer:	Kara Hubbard
CAO:	Tanner Evans
Recording Secretary:	Teri Musseau
Applicant(s):	Darrel Fedor via Zoom Trudy Bakgaard

**CALL TO ORDER:** Chair Ricalton called the meeting to order at 9:02 a.m.

**AGENDA:**

**MPC-25-015** Moved by Debbie Ricalton to approve the agenda as presented.  
CARRIED

**DEVELOPMENT APPLICATION(S)**

**1. 605 Fox Crescent (Lot 6, Block 1, Plan 1823MC)**

Application for 605 Fox Crescent (Lot 6, Block 1, Plan 1823MC) requesting a development permit to operate a tourist home.

**2. 805 Antelope Street (Lot 1, Block 8, Plan 1823MC)**

Application for 805 Antelope Street (Lot 1, Block 8, Plan 1823MC) requesting a development permit to operate a tourist home.

Kara Hubbard and applicant left the meeting at 9:55 a.m.

**DEVELOPMENT DECISION(S)**

**1. 605 Fox Crescent (Lot 6, Block 1, Plan 1823MC)**

**MPC-25-016** Moved by Lorne Therriault that the Municipal Planning Commission approve the application for a development permit to operate a tourist home at 605 Fox Crescent with the following conditions being met to the satisfaction of the Development Officer:

- The payment of all outstanding property taxes or the making of arrangements, satisfactory to the Council, for the payment thereof, prior to the commencement of the development.
- The development commences and continues in the manner applied for and that all development complies with the regulations and specifications of the Land Use Bylaw under which this permit was issued.

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- The development permit is only valid for 1 year from the date of issuance. A new development application and approval will be required at that time should the application wish to continue with the tourist home use.
- Tourist homes shall be contained within the principle building and therefore garage suits shall not be used.
- Notwithstanding part three, section 2(3) of the Land Use Bylaw, no recreational vehicle shall be used as accommodation for the tourist home guests.
- The maximum number of people staying overnight in the tourist home shall be 8.
- The owner/operator of the tourist home is responsible from informing the Summer Village office of any changes in the alternate owner/operator's information.
- The minimum length of stay shall be no less than 7 days in the peak season between May 1 until September 30. Otherwise, it shall be no less than 3 days. This must be reflected in the listing of the tourist home.
- The tourist home shall always abide by the community standards bylaw regardless of who is occupying the home.
- Tourist homes shall not display any sign advertising the tourist home.
- Parking must be in place on the property or the road allowance in front of the property, a minimum of one stall per bedroom. Any parking within the road allowance shall not extend into the travelled portion of the road.
- Any damage to the road allowance shall be repaired immediately at the expense of the permit holder.
- Adjacent landowners to be provided with contact information of the tourist home operator(s) to allow neighbours to address any complaints with renters.
- The development permit does not exempt the owner/operator of the tourist home from complying with any federal, provincial, or other municipal legislation.
- Proof of short term rental/vacation property insurance coverage.

CARRIED

**2. 805 Antelope Street (Lot 1, Block 8, Plan 1823MC)**

**MPC-25-017**

Moved by Jim Watson that the Municipal Planning Commission approve the application for a development permit to operate a tourist home at 805 Antelope Street with the following conditions being met to the satisfaction of the Development Officer:

- The payment of all outstanding property taxes or the making of arrangements, satisfactory to the Council, for the payment thereof, prior to the commencement of the development.
- The development commences and continues in the manner applied for and that all development complies with the regulations and specifications of the Land Use Bylaw under which this permit was issued.
- The development permit is only valid for 1 year from the date of issuance. A new development application and approval will be required at that time should the application wish to continue with the tourist home use.
- Tourist homes shall be contained within the principle building and therefore garage suits shall not be used.
- Notwithstanding part three, section 2(3) of the Land Use Bylaw, no recreational vehicle shall be used as accommodation for the tourist home guests.

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- The maximum number of people staying overnight in the tourist home shall be 14.
- The owner/operator of the tourist home is responsible from informing the Summer Village office of any changes in the alternate owner/operator's information.
- The minimum length of stay shall be no less than 7 days in the peak season between May 1 until September 30. Otherwise, it shall be no less than 3 days. This must be reflected in the listing of the tourist home.
- The tourist home shall always abide by the community standards bylaw regardless of who is occupying the home.
- Tourist homes shall not display any sign advertising the tourist home.
- Parking must be in place on the property or the road allowance in front of the property, a minimum of one stall per bedroom. Any parking within the road allowance shall not extend into the travelled portion of the road.
- Any damage to the road allowance shall be repaired immediately at the expense of the permit holder.
- Adjacent landowners to be provided with contact information of the tourist home operator(s) to allow neighbours to address any complaints with renters.
- The development permit does not exempt the owner/operator of the tourist home from complying with any federal, provincial, or other municipal legislation.
- Proof of short term rental/vacation property insurance coverage.
- Installation of fire extinguishers in the home with instructions on how to properly use them.

CARRIED

**ADJOURNMENT:**

**MPC-25-018**

Moved by Chair Ricalton that the Municipal Planning Commission meeting be adjourned at 9:40 a.m.

CARRIED

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DEBBIE RICHALTON, CHAIR

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TANNER EVANS, CAO

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