

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

**CALL TO ORDER:** The Meeting was called to order at 8:58 a.m. by Mayor Beets with the following being present:

Mayor:	Teresa Beets
Deputy Mayor:	Jim Willmon
Councillor:	Keith Kimball
Administrator:	Phyllis Forsyth
Recording Secretary:	Teri Musseau
Accounting Technician:	Tina Leer
Public Works Coordinator:	Chris Loov
Development Officer:	Koralyn Lemmon

**AGENDA APPROVAL:** COUNCILLOR KIMBALL:  
That the November 19, 2018 Regular Meeting Agenda be adopted as presented.  
**1487/18** CARRIED

**CONFIRMATION OF MINUTES:** 1. **October 29, 2018 Regular Meeting Minutes**  
DEPUTY MAYOR WILLMON:  
That Council table the October 29, 2018 Regular Meeting Minutes for staff research.  
**1488/18** CARRIED

**STAFF REPORTS:** 1. **Staff Reports**  
Administration provided the following reports for Council consideration:

- Accounts Payable
- Financial
- Risk Indicators
- Public Works
- Development Update
- Surface Water

MAYOR BEETS:  
That Council accepts as information and authorized payment of payables.  
**1489/18** CARRIED

#### REQUEST FOR DECISION

**COUNCIL & LEGISLATIVE:** 1. **Public Participation Policy**  
Administration provided Council with the amended Public Participation Policy that would allow for a collaborative effort on behalf of staff and Council.  
MAYOR BEETS;  
That Council approve the Public Engagement/Participation Policy as presented.  
**1490/18** CARRIED

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**COUNCIL &  
LEGISLATIVE:**

**2. Subdivision & Development Appeal Board Members**

Council discuss amending their Subdivision and Development Appeal Board Bylaw to allow Mayors from the other Summer Villages to be appointed as alternates to chair a hearing should current chair be unavailable to sit.

Council also discussed amending their Municipal Planning Commission Bylaw to allow for two members-at-large and one member of Council.

DEPUTY MAYOR WILLMON

That Council amend the Subdivision and Development Appeal Board bylaw to allow for a Councillor from Sunbreaker Cove Council to sit as chair for a hearing should the current chair be unavailable.

**1491/18**

**CARRIED**

DEPUTY MAYOR WILLMON:

That Council amend the Municipal Planning Commission Bylaw to allow for two members-at-large and one member of Council.

**1492/18**

**CARRIED**

**COUNCIL &  
LEGISLATIVE:**

**3. Spirit of Sylvan**

Council discussed a request received from the Spirit of Sylvan Lake Festival Committee for donations.

COUNCILLOR KIMBALL:

That Council adhere to budget.

**1493/18**

**CARRIED**

**COUNCIL &  
LEGISLATIVE:**

**4. Christmas Cards**

Council discussed sending Christmas Cards out as previous years to their service providers.

MAYOR BEETS:

That due to budget restraints Council discontinue the practice of sending Christmas Cards to service providers.

**1494/18**

**CARRIED**

**COUNCIL &  
LEGISLATIVE:**

**5. Regional Assessment Review Board**

Council discussed a request received from the Regional Assessment Review Board recruiting members.

DEPUTY MAYOR WILLMON:

That Council accept as information.

**1495/18**

**CARRIED**

**COUNCIL &  
LEGISLATIVE:**

**6. Vacation Time**

Council discussed a request received from Administration to hold their Organizational Meeting in July and take the month of August off.

MAYOR BEETS:

That Council hold their Organizational Meeting in July and take the month of August off.

**1496/18**

**CARRIED**

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**PUBLIC  
WORKS:**

**1. Traffic Bylaw Survey Results**

Council discussed the results from the Traffic Bylaw survey.

Meeting recessed at 10:00 a.m.

Reconvened at 10:10 a.m. with the same people as at the beginning of the meeting.

**1497/18**

Second reading of the Traffic Bylaw #126-18 was given by Deputy Mayor Willmon.

**CARRIED**

**1498/18**

Third reading of the Traffic Bylaw #126-18 was given by Mayor Beets.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**1. Land Use Bylaw Amendments**

Council discussed the public hearing held for the Land Use Bylaw Amendments Bylaw #133-18.

**1499/18**

Second reading of the Land Use Bylaw Amendments Bylaw #133-18 was given by Deputy Mayor Willmon as amended.

**CARRIED**

**1500/18**

Third reading of the Land Use Bylaw Amendments Bylaw #133-18 was given by Councillor Kimball as amended.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**2. 2019 Land Use Bylaw Amendments**

Koralyn Lemmon provided Council possible amendments to the Land Use Bylaw for 2019 pertaining to cannabis, accessory buildings, projections over yards, driveways, temporary buildings and side yard setbacks.

**1501/18**

**COUNCILLOR KIMBALL:**

That Administration draft an amendment to the Land Use Bylaw.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**3. Pier & Hoist Plan**

Council discussed the revised Pier & Hoist plan and map.

**1502/18**

**MAYOR BEETS:**

That Council table for staff to review public participation policy.

**CARRIED**

Koralyn Lemmon left the meeting at 10:42 a.m.

Council break at 10:43 a.m.

Meeting reconvened at 10:45 a.m. with the same people as at the beginning of the meeting and the exception of Koralyn Lemmon and Tina Leer.

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**COUNCIL REPORTS:** Mayor Beets provided her report to Council on Subdivision and Development Appeal Board Training, Sylvan Lake Regional Water/Wastewater meeting,

Tina Leer rejoined the meeting at 10:46 a.m.

Deputy Mayor Willmon gave his report to Council on IDP Steering Committee meeting.

Julie Maplethorpe, Summer Village of Jarvis Bay written report on the Sylvan Lake Library Board.

Ted Hiscock, Summer Village of Half Moon Bay, written report on Elder Abuse.

By consensus Council accepts as information.

Recessed at 10:56 a.m.

Reconvened at 10:59 a.m. with same people as at beginning of meeting except for Koralyn Lemmon.

**MEETING DATES:** The next regular meeting of the Council of Sunbreaker Cove will be held on December 10, 2018 at 9:00 a.m.

**FINANCE &  
ADMINISTRATION:**

**1. 2019 – 2022 Budget**

Tina Leer provided Council the draft 2019 – 2022 Budget.

DEPUTY MAYOR WILLMON:

That Administration amend the 2019 – 2022 budget as discussed and bring back to next meeting.

**1503/18**

**CARRIED**

**ADJOURNMENT:** The meeting adjourned at 12:15 p.m.

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TERESA BEETS, MAYOR

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PHYLLIS FORSYTH, C.A.O.

Initials

