

*Minutes of a Regular Council Meeting of the Summer Village of Sunbreaker Cove, Province of Alberta, held October 5, 2017 in the Summer Village Administration Office at Sylvan Lake, Alberta.*

**CALL TO ORDER:** The Meeting was called to order at 1:01 p.m. by Mayor Beets with the following being present:

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

**AGENDA APPROVAL:** DEPUTY MAYOR WILLMON:  
That the October 5, 2017 Regular Meeting Agenda be amended adding

E3. Appollo Landscaping  
E4. AUMA  
E5. Vacation

**1196/17** CARRIED

**CONFIRMATION OF MINUTES:** 1. **August 24, 2017 Regular Meeting Minutes**

COUNCILLOR KIMBALL:  
That the August 24, 2017 Regular Meeting Minutes be approved as amended.

**1197/17** CARRIED

**FINANCE & ADMINISTRATION:** 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.

MAYOR BEETS:  
That Council accept the information as presented.

**1198/17** CARRIED

Chris Loov joined the meeting at 1:15 p.m.

**FINANCE & ADMINISTRATION:** 2. **Financial Reports**

Tina Leer provided Council with the monthly financial reports:

- Accounts Payable Cheque Listing to September 28, 2017
- Operating Budget Report to August 31, 2017

COUNCILLOR KIMBALL:  
That Council approve the monthly financial reports as presented.

**1199/17** CARRIED

**FINANCE & ADMINISTRATION:** 3. **SLRWWC 2017 Budget Update**

Tina Leer provided Council with information received from the Sylvan Lake Regional Wastewater Commission regarding a

Initials



shortfall in their 2017 budget with Sunbreaker Cove's portion being approximately \$25,760.59.

DEPUTY MAYOR WILLMON:

That Council authorize the Sylvan Lake Regional Wastewater Commission overages to come from reserves upon receipt of invoice.

1200/17

CARRIED

**FINANCIAL &  
ADMINISTRATIVE:**

**4. MGA Regulations – Assessment and Taxation**

Administration presented Council with information received from Municipal Affairs regarding the second round of draft regulations for Assessment and Taxation in the Municipal Government Act.

MAYOR BEETS:

That Council accept as information.

1201/17

CARRIED

**FINANCIAL &  
ADMINISTRATIVE:**

**5. Council Education Opportunities**

Administration provided Council information on the upcoming George Cuff Council Training Session being held on October 26, 2017. Administration has reserved 10 spots.

DEPUTY MAYOR WILLMON:

That Council authorize Councilors to attend should schedules allow.

1202/17

CARRIED

**FINANCIAL &  
ADMINISTRATIVE:**

**6. ASVA Silent Auction**

Administration provided Council with a request received from the Association of Summer Villages of Alberta for a donation to the silent auction during their annual convention.

DEPUTY MAYOR WILLMON:

That Council adhere to budget and provide no donations in 2017.

1203/17

CARRIED

Tina Leer left the meeting at 1:35 p.m.

**COUNCIL &  
LEGISLATIVE:**

**1. Internal Wastewater Committee**

Administration provided Council with background information on the Internal Wastewater Committee.

COUNCILLOR KIMBALL:

That Administration draft Terms of Reference for the Internal Wastewater Committee.

1204/17

CARRIED

**COUNCIL &  
LEGISLATIVE:**

**2. Quiet Enjoyment Initiative Decision**

Council discussed the request received from the Quiet Enjoyment Initiative to have a member of Council sit on the committee.

Initials



MAYOR BEETS:

That Council reaffirm previous Council decision to not participate on the Quiet Enjoyment Initiative Committee.

1205/17

CARRIED

**COUNCIL &  
LEGISLATIVE:**

**3. Appollo Landscaping**

Council discussed the quotes received for the 2017 pathway improvements. Quotes received were from Appollo Landscaping -\$52,134.80 and Tar-ific - \$120,212.60.

DEPUTY MAYOR WILLMON:

That Council approve the bid of \$52,134.80 from Appollo Landscaping.

1206/17

CARRIED

**COUNCIL &  
LEGISLATIVE:**

**4. AUMA**

Deputy Mayor Willmon discussed with Council information about the AUMA conference.

MAYOR BEETS:

That Council accept as information.

1207/17

CARRIED

**COUNCIL &  
LEGISLATIVE:**

**5. Vacation**

Council discussed what responsibilities will take place while Mayor Beets is on vacation.

MAYOR BEETS:

That Council accept as discussed.

1208/17

CARRIED

**PROTECTIVE  
SERVICES:**

**1. Municipal Enforcement Reports**

Administration provided Council with the defined priority requirements for the Municipal Enforcement Officers for 2017 in Sunbreaker Cove.

COUNCILLOR KIMBALL:

That Administration forward 2018 priorities to Municipal Enforcement as discussed.

1209/17

CARRIED

Koralyn Coughlin joined the meeting at 2:22 p.m.

**PUBLIC WORKS:**

**1. Public Works Report**

Chris provided Council with an update on Public Works projects and programs:

- Buoy to be removed in early October
- Swim line removed
- Glenn's Cove benches to be chained for winter
- Second port-a-potty removed
- Sand buckets to be filled for winter
- Reviewing plowing contract with contractor
- Dangerous trees being removed

Initials



MAYOR BEETS:  
That Council accept as information.

1210/17

CARRIED

**PUBLIC WORKS:**

**2. Cankers in Trees at 1211 Pine Road**

Chris provided Council with information on trees infected with Hypoxylon Canker of Aspen.

DEPUTY MAYOR WILLMON:  
That Public Works remove only dangerous trees.

1211/17

CARRIED

Koralyn Coughlin joined the meeting at 12:00 p.m.

**PLANNING &  
DEVELOPMENT:**

**1. Development Update**

Koralyn provided Council with the development report. Currently there are 64 active development permits; 12 in the Summer Village of Sunbreaker Cove.

COUNCILLOR KIMBALL:  
That Council accept as information.

1212/17

CARRIED

Koralyn Lemmon and Chris Loov left the meeting at 2:47 p.m.

**INFORMATION:**

**Council Reports**

Mayor Beets provided her report to Council on the Sylvan Lake Management Committee meeting and the Sylvan Lake Regional Wastewater Committee.

Councillor Kimball gave his report to Council on Lacombe Regional Management Agency

By consensus Council accepts as information.

**MEETING DATES:**

The next regular meeting of the Council of Sunbreaker Cove will be held on November 10, 2017 at 1:00 p.m.

**ADJOURNMENT:**

The meeting adjourned at 3:18 p.m.

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TERESA BEETS, MAYOR

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PHYLLIS FORSYTH, C.A.O.

Initials

