

Minutes of a Regular Council Meeting of the Summer Village of Sunbreaker Cove, Province of Alberta, held October 29, 2018 in the Summer Village Administration Office at Sylvan Lake, Alberta.

CALL TO ORDER: The Meeting was called to order at 8:55 a.m. by Mayor Beets with the following being present:

Mayor:	Teresa Beets
Deputy Mayor:	Jim Willmon via Zoom
Councillor:	Keith Kimball
Administrator:	Phyllis Forsyth
Recording Secretary:	Teri Musseau
Accounting Technician:	Tina Leer

AGENDA APPROVAL: COUNCILLOR KIMBALL:
That the October 29, 2018 Regular Meeting Agenda be adopted as amended:

F.B.2. Newsletter
F.B.3. Website

1459/18 CARRIED

Koralyn Lemmon joined the meeting at 8:57 a.m.

CONFIRMATION OF MINUTES: 1. **September 24, 2018 Regular Meeting Minutes**

DEPUTY MAYOR WILLMON:
That the September 24, 2018 Regular Meeting Minutes be adopted as presented.

1460/18 CARRIED

CONFIRMATION OF MINUTES: 2. **September 24, 2018 Municipal Planning Commission Meeting Minutes**

COUNCILLOR KIMBALL:
That the September 24, 2018 Municipal Planning Commission Minutes be adopted as presented.

1461/18 CARRIED

Chris Loov joined the meeting at 8:59 a.m.

CONFIRMATION OF MINUTES: 3. **September 24, 2018 Fees Bylaw Public Hearing Minutes**

MAYOR BEETS:
That the September 24, 2018 Fees Bylaw Public Hearing Minutes be adopted as presented.

1462/18 CARRIED

CONFIRMATION OF MINUTES: 4. **September 24, 2018 Land Use Bylaw Amendment Public Hearing Minutes**

MAYOR BEETS:
That the September 24, 2018 Land Use Bylaw Amendment Public Hearing Minutes be adopted as presented.

1463/18 CARRIED

Initials



TABLED FROM LAST MEETING:

**FINANCE &
ADMINISTRATION:**

1. Fees Bylaw

1464/18

Second Reading of the Fees Bylaw #132-18 was given by Deputy Mayor Willmon.
CARRIED

1465/18

Third Reading of the Fees Bylaw #132-18 was given by Councillor Kimball.
CARRIED

STAFF REPORTS:

1. Staff Reports

Administration provided the following reports for Council consideration:

- Quarterly Administrator's
- Accounts Payable
- Quarterly Financial
- Public Works
- Development Update

MAYOR BEETS:

1466/18

That Council accepts as information and authorized payment of payables.
CARRIED

Koralyn Lemmon and Chris Loov left the meeting at 9:21 a.m.

REQUEST FOR DECISION

**FINANCE &
ADMINISTRATION:**

1. Wastewater Borrowing Bylaw Public Engagement/Participation Policy

Tina Leer provided Council information on the public participation requirement for passing the Wastewater System Borrowing Bylaw #135-18.

CLOSED MEETING: 1. FOIP Section 23 – Local Public Body Confidences

MAYOR BEETS;

That Council close the meeting to the public to discuss the public participation policy implementation process as per Section 23, FOIP - for resolution before Teri leaves at 9:40 am.

1467/18

MAYOR BEETS:

The meeting reverts to an open meeting at 9:55 a.m. with the same people as at the beginning of the meeting with the exception of Tina Leer.

CARRIED

1468/18

MAYOR BEETS:

That Administration amend the Public Participation Policy to allow process to be a collaborative effort on behalf of staff and Council.

CARRIED

Initials



COUNCILLOR KIMBALL:

That the interpretation of the participation policy workbook from a Council standpoint differs from Administration in that the residents have been involved and informed over many years and Council has demonstrated a collaborative effort therefore the involve level of participation has occurred.

1469/18

CARRIED

**FINANCE &
ADMINISTRATION:**

2. Wastewater Borrowing Bylaw

Tina Leer provided Council the draft Wastewater Borrowing Bylaw for review.

First reading of the Wastewater Borrowing Bylaw #135-18 was given by Keith Kimball.

1470/18

CARRIED

MAYOR BEETS:

That Council schedule a public hearing for the Wastewater Borrowing Bylaw #135-18 at a later date.

1471/18

CARRIED

DEPUTY MAYOR WILLMON:

That Administration prepare letter for a debt limit increase from the province.

1472/18

CARRIED

**FINANCE &
ADMINISTRATION:**

3. Parkland Regional Library Board Budget

Tina Leer presented Council with the 2019 Parkland Regional Library Board Budget.

Kara Kashuba joined the meeting at 10:16 a.m.

MAYOR BEETS:

That Council approve the 2019 Parkland Regional Library Board Budget as presented.

1473/18

CARRIED

Tina Leer left the meeting at 10:17 a.m.

**FINANCE &
ADMINISTRATION:**

4. Website Electronic Payments

Kara Kashuba provided Council information on accepting electronic payments via the website.

MAYOR BEETS:

That Administration proceed with implementation for January 1, 2019.

1474/18

CARRIED

Kara Kashuba left the meeting at 10:22 a.m.

**COUNCIL &
LEGISLATIVE:**

1. Cannabis Bylaw

Chris Loov provided Council with a drafted short survey to acquire feedback from residents on the off-highway vehicle portion of the Traffic Bylaw.

First reading of the Cannabis Bylaw #134-18 was given by Mayor Beets.

1475/18

CARRIED

Initials



1476/18 Second reading of the Cannabis Bylaw #134-18 was given by Councillor Kimball. CARRIED

1477/18 MAYOR BEETS:
That Council give Third reading of the Cannabis Bylaw #134-18 at this meeting. CARRIED

1478/18 Third reading of the Cannabis Bylaw #134-18 was given by Deputy Mayor Willmon. CARRIED

COUNCIL & LEGISLATIVE:

2. Newsletter

Council discuss their upcoming newsletter and amendments/additions.

1479/18 COUNCILLOR KIMBALL:
That the newsletter be drafted by staff with the inclusion of cannabis consumption, online payments and crime prevention (CRAVED) principles. CARRIED

COUNCIL & LEGISLATIVE:

3. Website

Council discussed the website and what is appropriate to have posted.

Kathryn Kolaczek joined the meeting at 10:33 a.m.

1480/18 COUNCILLOR KIMBALL:
That Council accept as information. CARRIED

CLOSED MEETING: 1. FOIP Section 16 – Disclosure Harmful to Business Interests of a Third Party

1482/18 MAYOR BEETS:
That council close the meeting to the public to discuss a public relations proposal as per Section 16, FOIP -for resolution before Teri leaves at 10:35 am

1482/18 MAYOR BEETS:
The meeting reverts to an open meeting at 10:46 a.m. CARRIED

Teri Musseau rejoined the meeting at 10:46 a.m.

1483 /18 MAYOR BEETS:
That Administration do historical research on costs for installation and removal of buoys and obtain 3 quotes for presentation at the next meeting. CARRIED

Initials



COUNCIL REPORTS: Councillor Kimball gave his report to Council on the Lacombe Regional Advisory Committee and the Association of Summer Villages of Alberta.

Deputy Mayor Willmon gave his report to Council on Association of Summer Villages of Alberta.

Mayor Beets provided her report to Council on Association of Summer Villages of Alberta, Piers & Hoist Committee Meeting, Sylvan Lake Regional Wastewater Commission, Lacombe Regional Emergency Management Advisory Committee, Alberta Urban Municipalities Association and Sylvan Lake Management Committee.

MEETING DATES: The next regular meeting of the Council of Sunbreaker Cove will be held on November 19, 2018 at 9:00 a.m.

CLOSED MEETING: 1. **FOIP Section 16 – Disclosure Harmful to Business Interests of a Third Party**

MAYOR BEETS:

That Council meets as a committee of the Whole for the purpose of discussing Freedom of Information and Protection of Privacy Act sections as below.

Disclosure harmful to business interests of a third party

16(1) The head of a public body must refuse to disclose to an applicant information

(a) that would reveal

- (i) trade secrets of a third party, or
- (ii) commercial, financial, labour relations, scientific or technical formation of a third party,

(b) that is supplied, explicitly or implicitly, in confidence, and

(c) the disclosure of which could reasonably be expected to

- (i) harm significantly the competitive position or interfere significantly with the negotiating position of the third party,
- (ii) result in similar information no longer being supplied to the public body when it is in the public interest that similar information continue to be supplied,
- (iii) result in undue financial loss or gain to any person or organization, or
- (iv) reveal information supplied to, or the report of, an arbitrator, mediator, labour relations officer or other person or body appointed to resolve or inquire into a labour relations dispute.

1484/18

CARRIED

Teri Musseau left the meeting at 10:56 a.m.

MAYOR BEETS:

The meeting reverts to an open meeting at 12:16 p.m.

1485/18

CARRIED

KEITH KIMBALL:

That Council proceed with Public Relations Proposal as presented with funding to come from Reserves.

1486/18

CARRIED

Initials



ADJOURNMENT: The meeting adjourned at 12:18 p.m.

TERESA BEETS, MAYOR

PHYLLIS FORSYTH, C.A.O.

Initials