

Summer Village of Sunbreaker Cove
Regular Meeting Minutes
September 18, 2023

Minutes of a Regular Council Meeting of the Summer Village of Sunbreaker Cove, Province of Alberta, held September 18, 2023, in the Summer Villages on Sylvan Lake Administration Office at Sylvan Lake, Alberta.

PRESENT	Mayor:	Jim Willmon
	Deputy Mayor:	Keith Kimball
	Councillor:	Teresa Beets via Zoom
	CAO:	Tanner Evans
	Public Works Manager:	Justin Caslor
	Recording Secretary:	Teri Musseau

CALL TO ORDER The meeting was called to order at 8:28 a.m. by Mayor Willmon.

AGENDA APPROVAL

SBC-23-150 MOVED by Deputy Mayor Kimball that the agenda be adopted as presented.
CARRIED

CONFIRMATION OF MINUTES

SBC-23-151 MOVED by Councillor Beets that the minutes of the Regular Meeting of Council held on July 17, 2023, be approved as presented.
CARRIED

SBC-23-152 MOVED by Councillor Beets that the minutes of the Organizational Meeting of Council held on July 17, 2023, be approved as presented.
CARRIED

INFORMATION ITEMS

- 1) Accounts Payable Report
- 2) Public Works Report
- 3) Development Update
- 4) CAO Report
- 5) Resident Letter

SBC-23-153 MOVED by Mayor Willmon that Council accept the information items as presented.
CARRIED

REQUESTS FOR DECISION

FINANCE

SBC-23-154 Penalty Removal Request
MOVED by Deputy Mayor Kimball that Council deny the penalty removal request as the tax payment was not received by the office on or before the due date.
CARRIED

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COUNCIL & LEGISLATION

- SBC-23-155** Council Personal Code of Conduct Policy
MOVED by Councillor Beets that Council adopt the Council Personal Code of Conduct Policy as presented.
CARRIED
- SBC-23-156** Intermunicipal MPC and SDAB
MOVED by Mayor Willmon that Council accepts the Intermunicipal Municipal Planning Commission and Intermunicipal Subdivision and Development Appeal Board item as information.
CARRIED
- SBC-23-157** Tendering and Procurement Policy
MOVED by Deputy Mayor Kimball that Council adopts the Tendering and Procurement Policy as presented.
CARRIED

Council break at 10:39 a.m.

Council reconvened at 10:48 a.m.

PLANNING & DEVELOPMENT

- SBC-23-158** Encroachment Agreement Renewal
MOVED by Councillor Beets that Council approve the encroachment agreement renewal for stairs for another 5-year term with an updated agreement and require homeowner to have stairs inspected to ensure they are up to the Safety Codes Standards, and further, all other encroachments must be removed.
CARRIED

COUNCIL REPORTS

Mayor Willmon

- Lacombe County ICF meeting

Deputy Mayor Kimball

- No reports

Councillor Beets

- No reports

COMMITTEE REPORTS

Julie Maplethorpe, Summer Village of Jarvis Bay

- Parkland Regional Library Board

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Lacombe County

- Intermunicipal Collaboration Framework Committee Minutes

SBC-23-159 MOVED by Mayor Willmon that Council accept the Council and Committee Reports as presented.

CARRIED

NEXT MEETING

SBC-23-160 MOVED by Mayor Willmon that the next meeting of Council be held on October 16, 2023, at 8:30 a.m.

CARRIED

ADJOURNMENT

SBC-23-161 MOVED by Mayor Willmon that being the agenda matters have been concluded, the meeting adjourned at 11:25 a.m.

CARRIED

JIM WILLMON, MAYOR

TANNER EVANS, CAO