REGULAR MEETING OF COUNCIL
SUMMER VILLAGE OF SUNDANCE BEACH
September 25, 2025
Video Conference

PRESENT:

Present at the meeting were:

Mayor:	Brian Waterhouse
Councillor:	Allan Harris
Councillor:	Amy Munro
CAO:	June Boyda

CALL TO ORDER:

The meeting was called to order by Mayor Waterhouse at 7:02 p.m.

ADOPTION OF AGENDA:

Res. 2025-083 Agenda — Moved by Councillor Harris that the Regular Council Meeting agenda is hereby adopted as presented.

CARRIED

ADOPTION OF MINUTES FROM PREVIOUS MEETINGS:

Res. 2025-084 Minutes — Moved by Councillor Harris that the Regular Council Meeting Minutes of May 8, 2025 are hereby approved as presented.

CARRIED

Res. 2025-084 Minutes — Moved by Councillor Harris that the Special Council Meeting Minutes of June 5, 2025 are hereby approved as amended.

CARRIED

Res. 2025-085 Minutes — Moved by Councillor Munro that the Organizational Council Meeting Minutes of August 27, 2025 are hereby approved as amended.

CARRIED

DELEGATIONS:

#65 Carl van der Straten – Tree Removal

Carl van der Straten was in attendance and presented a request for reimbursement for removal of a tree on the road allowance area in front of his property. Carl was advised by a third party, if the force of the May 29, 2025 microburst felled one tree, another wind might fell the subject tree.

Carl had been advised he could take the tree down at his own cost, which he confirmed he understood. He scheduled the tree removal, and it was taken down two weeks later.

Gate Key Access

Amanda Cindric was in attendance for the topic of gate key for access to Vine Avenue.

Vine Avenue was not designed for regular access. Purpose of Vine Avenue: Maintenance for utilities, an escape route, and is opened for residents to put boats in/out twice a year, in the spring and the fall.

CLOSED SESSION:

Res.2025-086 Moved by Councillor Harris that Council proceeds with the meeting in a closed session to discuss matters which fall under sections 28, 29 and 32 of the Access to Information Act (ATIA) at 7:31 p.m.

CARRIED

Res.2025-087 Moved by Councillor Harris that Council continues the meeting in an open session at 8:54 p.m.

CARRIED

Res.2025-088 Moved by Mayor Waterhouse that the Summer Village will not compensate #65 and #67 for tree removal as requested.

CARRIED

Res.2025-089 Moved by Councillor Harris that a policy be developed regarding tree maintenance within the Summer Village, including the users of the EHA lands, PUL lands, road allowances agreements and Northern road allowances on residential properties.

CARRIED

Res.2025-090 Moved by Councillor Munro that CAO Boyda to reply to the resident, advising that:

- The Summer Village will continue with the decision to not install speed bumps on 1st street, and further that
- The word "Slow" will be professionally painted on First Street, in front of Lot 1, and between Lots 3 & 4.
- The word in front of Lot 1 to be read when travelling South, and the word between Lots 3 & 4 to be read while travelling North on First Street.

CARRIED

BYLAWS and POLICIES:

2025-04 Consolidation Bylaw

Res.2025-091 Moved by Councillor Harris that Bylaw #2025-04 is hereby given first reading.
Bylaw

CARRIED

Res. 2025-092 Bylaw — Moved by Councillor Munro that Bylaw #2025-04 is hereby given second reading.

CARRIED

Res. 2025-093 Bylaw — Moved by Mayor Waterhouse that approval is hereby granted for the presentation of Bylaw #2025-04 for third reading at this meeting.

CARRIED UNANIMOUSLY

Res. 2025-094 Bylaw — Moved by Councillor Harris that Bylaw #2025-04 is hereby given third reading and finally passed.

CARRIED

Public Civility and Conduct Policy

Res.2025-095 Policy — Moved by Councillor Munro to reply back to the APLM that we are fine with the wording of the policy and have no further comments.

CARRIED

BUSINESS

Garbage Contract - Rates

Res.2025-096 Agreement — Moved by Councillor Harris that the correspondence be accepted as information.

CARRIED

MPS – Planning Services Agreement

Res.2025-097 Agreement — Moved by Councillor Harris that the Planning Services Agreement with Municipal Planning Services (2009) Ltd is hereby approved, and further that Municipal Planning Services (2009) Ltd. is appointed as the Subdivision Authority, effective October 1, 2025.

CARRIED

Joint Use and Planning Agreement

Res.2025-098 Election — Moved by Councillor Munro that the correspondence be accepted as information.

CARRIED

Protection of Privacy Act

Res.2025-099 Appointment — Moved by Councillor Harris to appoint June Boyda as the privacy officer for the Summer Village of Sundance Beach.

CARRIED

Catalis – Financial Software Licensing Agreement

Res.2025-100 Agreement — Moved by Councillor Munro that the Software License Agreement with Catalis is hereby approved.

CARRIED

Financial Auditor

Res.2025-101 Agreement — Moved by Councillor Harris that the Audit Fee Quote, for three years from 2025 - 207, from Seniuk & Marcato Chartered Professional Accountants is hereby approved.

CARRIED

Solar Project

Res.2025-102 Public Works — Moved by Councillor Munro that a second quote to be obtained, and unless the second quote is less than $7,000 or more lower than the Goat Giver quote, to proceed with Goat Giver to complete the solar project to install solar panels on the community hall, otherwise the topic to be brought to the next Regular Council Meeting.

CARRIED

Council Setup Information

Res.2025-103 Agreement — Moved by Councillor Harris that a laptop may be purchased for Councillor Munro, with funds to come from the election budget, to a maximum of $1,825.

CARRIED

Xplore – Fibre Installation

Res.2025-104 Agreement — Moved by Councillor Munro that further questions to be asked to Xplore regarding the fibre installation project, including whether they can come down Vine Avenue and stay on the power lines.

CARRIED

Playground – Shade Structure

Res.2025-105 Public Works — Moved by Councillor Munro that the playground committee look into further options for shading

CARRIED

COUNCIL REPORTS

Mayor Waterhouse provided an update on the following meetings he attended:

- Alberta Municipalities dinner at the Village at Pigeon Lake
- Meeting with Leduc County Councillor Glenn Belozer
- PLWMP Meeting
- Leduc County Land Use Bylaw Review
- Association of Summer Villages of Alberta Conference meetings
- Pigeon Lake Watershed Association Annual General Meeting
- Association of Summer Villages of Alberta Regular Board meetings
- Councillor Elected Training
- Alliance of Pigeon Lake Municipalities meeting

Councillors Brian Waterhouse, Allan Harris and Amy Munro attended Part 1 and 2 of the required Council Orientation training, provided by Alifeyah Gulamhusein from Brownlee LLP, through the Association of Summer Villages of Alberta, on August 27, 2025.

CAO REPORT

Chief Administrative Officer Report

Res. 2025-106 Report — Moved by Councillor Harris that the Chief Administrative Officer report is hereby accepted, and further to develop a purchasing policy.

CARRIED

FINANCIAL REPORTS:

Financial Statements – August 31, 2025

Res. 2025-107 Finance — Moved by Councillor Harris that the Balance Sheet ending August 31, 2025, and the Income / Expense Statements for January 1 – August 31, 2025 are hereby approved.

CARRIED

Taxes Outstanding

Res.2025-108 Finance — Moved by Councillor Harris that the tax penalty for roll 17000 in the amount of $283.13 be cancelled.

CARRIED

Tree Cutting Budget

Res.2025-109 Finance — Moved by Councillor Harris that complete 3 more days of tree cutting this year, which would increase the budgeted amount by $3,000, with funds to be taken from the surplus if available, otherwise from reserve funding.

CARRIED

Government of Alberta – Police Funding Model

Res.2025-110 Finance — Moved by Councillor Munro that the correspondence be accepted as information.

CARRIED

CORRESPONDENCE:

Res. 2025-111 Correspondence — Moved by Councillor Harris that the following correspondence be received as information:

1 Battle River Watershed Alliance – Land Use Planning
2 Royal Canadian Mounted Police – Commanding Officer

CARRIED

DATE OF NEXT MEETING:

Regular Council Meeting – November 27, 2025 at 12:00 p.m. via Zoom.

ADJOURNMENT:

Res.2025-112 Adjournment — Moved by Councillor Harris that the Regular Council meeting of September 25, 2025 is hereby adjourned at 12:12 a.m. on September 26, 2025.

CARRIED

THESE MINUTES ADOPTED BY COUNCIL THIS 27th DAY OF NOVEMBER, 2025

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MAYOR CHIEF ADMINISTRATIVE OFFICER