

1.0 Call to Order

2.0 APPROVAL OF AGENDA

3.0 APPROVAL OF MINUTES –

- A. April 2nd and April 17th 2025, May 2025 Minutes

4.0 Public Submissions:

- A.

5.0 BUSINESS ARISING

- A. Alberta Beach Pentacostal Camp
- B. Tax Appeals
- C. CAO Replacement
- D. Municipal Borrowing Bylaw
- E. Auditor

6.0 Development Matters

- A. NA

7.0 New Business

- A.

8.0 Committee Reports

- A. Councillor Reports

9.0 CAO Reports

- A. CAO Action List

10.0 Response to Delegations

- A.

11.0 Additional Items

- A.

12.0 Correspondence

NEXT MEETING July 2nd 2025

ADJOURNMENT

3.0 A Meeting Minutes

Recommendation:

That Council approve the minutes from the April 2nd and April 17th and the May 22nd 2025 Special Meeting Minutes.

Background:

Council Meeting Minutes are attached for review.

MINUTES
SUMMER VILLAGE OF SUNSET POINT
REGULAR MEETING OF COUNCIL
April 2nd 2025 @ 5:15pm.

IN ATTENDANCE Mayor Gwen Jones
Deputy Mayor Riley Ekins
Councillor Keir Packer Absent
Matthew Ferris CAO

1.0 CALL TO ORDER Mayor Jones called the meeting to order at 5:25pm

2.0 Approval of AGENDA MOVED by Mayor Jones that that the April 2nd 2025 Agenda be approved as amended.

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2025-58

Carried

3.0A APPROVAL OF Minutes MOVED by Deputy Mayor Ekins that Council approves the March 5th 2024 Council Meeting Minutes as amended.

#2025-59

Carried

Moved In Camera at 5:28pm Legal, and Tax Discussion

Keir joined at 5:34PM
Come out of closed at 8:17
Recessed 8:18pm
Return at 8:24pm

4.0A Public Submission -

Carried

5.0A 2025 Budget

Res. #2025-60 Moved by Deputy Mayor Ekins that Council keeps the Special Sewer Tax Rate the same as 2024 with the difference in requisition coming from Reserves as a result of Tax Penalties.

Carried

MINUTES
SUMMER VILLAGE OF SUNSET POINT
REGULAR MEETING OF COUNCIL
April 2nd 2025 @ 5:15pm.

Res. #2025-61 Moved by Mayor Jones that Council adopts the 2025 Budget, 3 year Operating Plan and the Five Year Capital Plan as presented.

Carried

5.0B Emergency Management Bylaw

Moved by Mayor Jones that Council gives bylaw Emergency Management Bylaw 2025-01 first reading as presented.

Res. #2025-62

Carried

Moved by Deputy Mayor Ekins that Council gives bylaw Emergency Management Bylaw 2025-01 second reading as presented.

Res. #2025-63

Carried

Moved by Mayor Jones that Council gives bylaw Emergency Management Bylaw 2025-01 unanimous consent as presented.

Res. #2025-64

Carried

Moved by Councillor Packer that Council gives bylaw Emergency Management Bylaw 2025-01 third and final reading as presented.

Res. #2025-65

Carried

5.0C Tax Bylaw

Moved by Deputy Mayor Ekins that Council gives Tax Rate Bylaw 2025-02 first reading as presented.

Res. #2025-66

Carried

Moved by Councillor Packer that Council gives Tax Rate Bylaw 2025-02 second reading as presented.

MINUTES
SUMMER VILLAGE OF SUNSET POINT
REGULAR MEETING OF COUNCIL
April 2nd 2025 @ 5:15pm.

Res. #2025-67

Carried

Moved by Mayor Jones that Council gives Tax Rate Bylaw 2025-02 unanimous consent as presented.

Res. #2025-68

Carried

Moved by Mayor Jones that Council gives Tax Rate Bylaw 2025-02 third and final reading as presented.

Res. #2025-69

Carried

5.0D Emergency Management Plan - NA

6.0 Development Matters NA

8.0 Committee Reports

A. Council Reports

2025-70 MOVED by Deputy Mayor Ekins that Council accept the Committee Reports for information.

CARRIED

9.0 CAO REPORTS

A. Reconciliation, Disbursements and Action List

2025-71 MOVED by Deputy Mayor Ekins that Council accept the report for information.

CARRIED

B. CAO Agreement
2025-72 MOVED by Mayor Jones that Council move into Closed Session at 9:17 p.m. pursuant to Section 17 of the Freedom of Information and Protection of Privacy Act (FOIP), to discuss staffing matters.

CARRIED

MINUTES
SUMMER VILLAGE OF SUNSET POINT
REGULAR MEETING OF COUNCIL
April 2nd 2025 @ 5:15pm.

2025-73 MOVED by Mayor Jones that Council return to Open Session at 9:34p.m.

CARRIED

2025-74 MOVED by Deputy Mayor Ekins that the Village amends the CAO
contract as discussed.

CARRIED

10.0 Response to Delegates na

11.0 Additional Items

12.0 Correspondence

2025- 75 Being that the agenda matters had been concluded the meeting was
adjourned at 9:36 PM by Mayor Jones.

CARRIED

These minutes were approved this May 13th 2025

Mayor Jones

Matthew Ferris CAO

MINUTES
SUMMER VILLAGE OF SUNSET POINT
Special MEETING OF COUNCIL
April 17 2025 @ 5:30pm.

IN ATTENDANCE Mayor Gwen Jones
Deputy Mayor Riley Ekins
Councillor Keir Packer
Matthew Ferris CAO

1.0 CALL TO ORDER Mayor Jones called the meeting to order at 5:34pm

2.0 Approval of AGENDA MOVED by Deputy Mayor Ekins that the April 17th 2025 Agenda be approved as presented.

2025-76

Carried

3.0A MOVED by Mayor Jones that Council enters into closed session at 5:36pm Regarding Pentecostal Camp Discussions in accordance to FOIP Section 17.

#2025-77

Carried

Representatives of Pentecostal Camp Asked to leave at 6:17pm
Representatives asked to return to closed session at 6:40pm

Res. #2025-78 Moved by Mayor Jones that Council comes out of closed session at 8:00pm.

Carried

Res. #2025-79 Moved by Mayor Jones that Council directs Administration to have Legal send a without prejudice settlement offer to the Alberta Beach Pentecostal Camp as discussed.

Carried

Res. #2025-80 Moved by Councillor Packer that Council defers amending the Tax Rate Bylaw and Special Tax Rate to a later meeting.

Carried

Res. #2025-81 Moved by Deputy Mayor Ekins that Council reschedules the May 7th Regular Council meeting to May 13th 2025 at 5:15pm.

Carried

Res. #2025-82 Moved by Mayor Jones that Council reschedules the June 4th 2025 Regular Council meeting to June 10th 5:15pm.

MINUTES
SUMMER VILLAGE OF SUNSET POINT
Special MEETING OF COUNCIL
April 17 2025 @ 5:30pm.

Carried

Res. #2025- 83 Being that the agenda matters had been concluded the meeting was
adjourned at 8:10 PM by Mayor Jones.

CARRIED

These minutes were approved this May 13th 2025

Mayor Jones

Matthew Ferris CAO

MINUTES
SUMMER VILLAGE OF SUNSET POINT
Special MEETING OF COUNCIL
May 22 2025 @ 5:30pm.

IN ATTENDANCE Mayor Gwen Jones
Deputy Mayor Riley Ekins
Councillor Keir Packer
Matthew Ferris CAO

1.0 CALL TO ORDER Mayor Jones called the meeting to order at 5:33pm

2.0 Approval of AGENDA MOVED by Councillor Packer that the May 22 2025 Agenda be approved as presented.

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2025-84

Carried

3.0A MOVED by Mayor Jones that Council enters into closed session at 5:53 Regarding Pentecostal Camp Discussions in accordance to FOIP Section 17.

#2025-85

Carried

Res. #2025-86 Moved by Mayor Jones that Council comes out of closed session at 6:36pm.

Carried

Res. #2025-87 Moved by Mayor Jones that Council directs Administration to reduce the Communal Residential Tax Rate to .00725 per the Tax Rate Bylaw 2025-04.

Carried

Res. #2025-89 Moved by Councillor Packer that Council gives Tax Rate Bylaw 2025-04 first reading as presented.

Carried

Res. #2025-90 Moved by Deputy Mayor Ekins that Council gives Tax Rate Bylaw second Reading 2025-04 as presented.

Carried

Res. #2025-91 Moved by Mayor Jones that Council give Tax Rate Bylaw 2025-04 unanimous consent as presented.

Carried

MINUTES
SUMMER VILLAGE OF SUNSET POINT
Special MEETING OF COUNCIL
May 22 2025 @ 5:30pm.

Res. #2025-92 Moved by Mayor Jones that Council give Tax Rate Bylaw 2025-04 third and final reading.
Carried

Bylaw 2025-05

Res. #2025-93 Moved by Deput Mayor Ekins that Council gives Special Tax Bylaw 2025-05 first reading as presented.
Carried

Res. #2025-94 Moved by Councillor Packer that Council gives gives Special Tax Bylaw 2025-05 second reading as presented.

Res. #2025-95 Moved by Mayor Jones that Council give gives Special Tax Bylaw 2025-05 unanimous consent as presented.
Carried

Res. #2025-96 Moved by Mayor Jones that Council gives Special Tax Bylaw 2025-05 third and final reading.
Carried

Res. #2025- 97 Being that the agenda matters had been concluded the meeting was adjourned at 6:49 PM by Mayor Jones.
CARRIED

These minutes were approved this June 10th 2025

Mayor Jones

Matthew Ferris CAO

4.0 A Public Submissions

5.0 A Alberta Beach Pentecostal Camp

RECOMMENDATION:

That Council move into closed session at x:xxpm to discuss legal matters related to the Alberta Beach Pentecostal lawsuit, including potential settlement considerations, pursuant to the following sections of the Freedom of Information and Protection of Privacy Act:

- *Section 24 – Advice from officials*
- *Section 27 – Legal privilege*

Background .

This Item is here in the event Council needs to have discussions with the Camp on a settlement

5.0 B

Tax Appeals

RECOMMENDATION:

That Council receive this report for information regarding the volume of resident complaints tied to the taxation year and the contributing factors related to assessment increases.

Background .

BACKGROUND

While the municipality implemented a reduction in the residential mill rate for the year, Administration has received a significant number of inquiries and anticipated multiple formal complaints from property owners about higher tax bills compared to the previous year.

DISCUSSION

Upon investigation, the primary reason for increased tax bills is not a change in tax rates, but rather a substantial increase in property assessments across the community. According to the "Compare Assessments by Roll" report:

79.7% of properties experienced assessment increases between 10% and 25%

9 properties (4.46%) increased by 25% to 100%

1 property saw an increase of over 100%

In dollar terms, 63.86% of properties increased by \$25,000 to \$100,000

9.9% of properties increased by \$100,000 to \$1,000,000

This widespread shift in assessment values—despite the mill rate decrease—has led to higher tax bills for most property owners.

Public Perception: Although tax policy was adjusted favorably, the resulting perception among residents is negative due to limited understanding of assessment impacts.

5.0 C CAO Replacement

RECOMMENDATION:

Open for Discussion

Background

The CAO is leaving at the end of August. Direction on the replacement is needed.

Closed Session Option:

Council may choose to discuss some of this item in closed session under the following FOIP provisions:

FOIP Section 27, 17

5.0 D Municipal Borrowing Bylaw

RECOMMENDATION:

That Council gives Municipal Borrowing Bylaw 2025-06 three readings as presented

Background

Administration is bringing forward a borrowing bylaw to authorize a line of credit with ATB Financial to support operating and capital cash flow requirements as requested by Council at a previous meeting. The line of credit will be used as needed between the issuance and collection of property taxes and between the submission and receipt of provincial grant funding. Repayment will be made from general revenues, including property taxes and grants.



Municipal Borrowing Bylaw

For the Purpose Specified in Section 252 of the Municipal Government Act

Bylaw No. 2025-06

WHEREAS the Council of Summer Village of Sunset Point
(hereinafter called the "Corporation") in the Province of Alberta, considers it necessary to borrow certain sums of money for the purpose of:

To serve as an operating and capital line of credit, to be utilized as necessary to manage cash flow between the issuance and collection of property taxes, and between the submission and receipt of provincial grant funding.

NOW THEREFORE pursuant to the provisions of the Municipal Government Act, it is hereby enacted by the Council of the Corporation as a By-law that:

1. The Corporation is hereby authorized to borrow from ATB Financial, ("ATB") up to the principal sum of \$120,000.00 repayable upon demand at a rate of interest per annum from time to time established by ATB, not to exceed 10%, and such interest will be calculated daily and due and payable monthly on the last day of each and every month.

(Check
whichever
clause is
applicable
and initial)

2. ☐ The borrowing is a term loan repayable on demand and the Corporation is required to make, _____ payments of \$_____ each, for a term of _____ years.
☒ The borrowing is a line of credit repayable on demand and the Corporation is required to pay accrued interest monthly.

3. The Chief Elected Officer and the Chief Administrative Officer are authorized for and on behalf of the Corporation:

- (a) to apply to ATB for the aforesaid loan to the Corporation and to arrange with ATB the amount, terms and conditions of the loan and security or securities to be given to ATB;
- (b) as security for any money borrowed from ATB
 - (i) to execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debts;
 - (ii) to give or furnish to ATB all such securities and promises as ATB may require to secure repayment of such loans and interest thereon; and
 - (iii) to execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments and transfers to and in favour of ATB of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation or in which the Corporation may have any interest, and any other documents or contracts necessary to give or to furnish to ATB the security or securities required by it.



4. The source or sources of money to be used to repay the principal and interest owing under the borrowing from ATB are:

The source of money to be used to repay the principal and interest owing under the borrowing from ATB shall be the Municipality's general revenues, including but not limited to property tax revenues and provincial grants.

5. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.
6. In the event that the Municipal Government Act permits extension of the term of the loan and in the event the Council of the Corporation decides to extend the loan and ATB is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in paragraph 3 hereof and delivered to ATB will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation, and ATB will not be bound to inquire into the authority of such officers to execute and deliver any such renewal, extension document or security.
7. This Bylaw comes into force on the final passing thereof.

Certificate

WE HEREBY CERTIFY that the foregoing Bylaw was duly passed by the Council of the Corporation therein mentioned at a duly and regularly constituted meeting thereof held on the 13 day of May, 2025 at which a quorum was present, as entered in the minutes of the said Council, and that the Bylaw has come into force and is still in full force and effect.

THIS Municipal Borrowing Bylaw, inclusive of its Certificate: (a) may be executed electronically; and (b) may be delivered by email, facsimile or other functionally-equivalent means.

WITNESS our hands and the seal of the Corporation this _____ day of _____, 20____

Chief Elected Official

Signature

Chief Administrative Officer

Signature

Completing Form 7115 - Municipal Borrowing Bylaw

Heading

Signing officers must complete the heading of the form ("Section ____ of the Municipal Government Act" or "Bylaw No. ____" to ensure they are aware of all conditions and restrictions set forth in the Municipal Government Act. Refer to clause 5 of form. Depending on the loan purpose, officers should enter the following section of the Municipal Government Act in this space.

- For Operating expenditures, enter section 256
- For Short-term capital borrowing, enter section 257
- For Long-term capital borrowing, enter section 258
- For Interim financing - capital projects, enter section 259
- For Special projects, enter section 260
- For Refinancing, enter section 261
- For Interim financing of joint project, enter section 262
- For Local improvements, enter section 263

Name of Municipality

- Enter legal name of municipality.

Loan Purpose

- Enter purpose of the loan in general terms.

Clause 1

- Loan Amount

Clause 2 - Line of Credit

- Delete the portion of Clause 2 that references term loans
- Ensure both officers signing the form initial the deletion

Clause 2 - Term Loan

- Delete the portions of Clause 2 that reference a line of credit
- Ensure both officers signing the form initial the deletion
- Enter: The frequency of principal payments. For example, monthly, quarterly, semi-annual, or annual.
- Enter: The payment amount. If payments are equalized, enter the equalized payment. If payments are principal plus interest, enter only the principal payment.
- The loan term should not exceed 1 year.

Clause 4 - Source of Repayment

Insert the source of repayment. Use the following guidelines:

- Operating Expenditures - For example, enter: taxes, reserves, or grants.
- Short-Term Capital Borrowing - For example, enter: business tax, property tax, well drilling equipment tax, reserves, or grants.
- Long-Term Capital Borrowing - For example, enter: business revitalization zone tax, reserves, or grants.
- Interim Financing - Capital Projects - Enter: payout from long-term capital loan.
- Special Works - For example, enter: special tax.
- Refinancing - For example, enter: property tax, business tax, reserves, or grants.
- Interim Financing of Joint Project - For example, enter: share of joint venture with _____ County.
- Local Improvements - For example, enter: local improvement tax.

Clause 5 - Compliance to Municipal Government Act: Interpretation

- The onus is on the municipality to comply with the Municipal Government Act and its regulations.
- ATB can rely on the bylaw 30 days after the municipality passed the bylaw provided that within that 30-day period:
 - no Court application has been filed to have the By-law declared invalid; or
 - if an application has been filed within the 30-day period, the application is dismissed without the further right of appeal.
- If a bylaw appears to be outside restrictions established by the Municipal Government Act, contact your lender, who will contact their Credit department for direction.

Certificate And Signing

- Officers must complete and sign the certificate on the date the meeting is held to pass the bylaw. :
- Execution of the form:
 - Signed by the Chief Elected Official
 - Signed by the Chief Administrative Officer
 - Sealed with the municipality's corporate seal
 - All signing parties must initial any changes.

May 13th 2025

Summer Village of Sunset Point

6.0 Development

5.0 E Auditor

RECOMMENDATION:

Enter into Closed session in accordance with Section 24

Background

Administration has some concerns regarding out current auditor which they would like to discuss.

8.0 Committee Reports
A. Councillor Reports

Recommendation:

That Council accepts the Committee Reports for information.

Background.

9.0 CAO Reports

A. CAO Action List

Recommendation: That Council accepts the Update for information.

Background

Attached for information

10.0 Response to Delegations

11.0 Additional items

12.0 Correspondence