

AGENDA
REGULAR COUNCIL MEETING
SUMMER VILLAGE OF SUNSET POINT
January 7th, 2026 at 5:15 pm

- 1.0 CALL TO ORDER
- 2.0 APPROVAL OF AGENDA
- 3.0 APPROVAL OF MINUTES
 - 3.1 December 3rd, 2025 Regular Council Meeting Minutes
- 4.0 PUBLIC SUBMISSIONS
- 5.0 BUSINESS ARISING
 - 5.1 2026 Meeting Schedule
 - 5.2 Library Funding Request
- 6.0 DEVELOPMENT MATTERS
- 7.0 NEW BUSINESS
- 8.0 COMMITTEE REPORTS
- 9.0 CAO REPORT
- 10.0 RESPONSE TO DELEGATES
- 11.0 ADDITIONAL ITEMS
 - 11.1 Solid Waste Services
 - 11.2 Website
 - 11.3 Settlement
 - 11.4 Beachwave Park Funding Request 2026
- 12.0 CORRESPONDENCE

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3.1 December 3rd, 2025 Regular Council Meeting Minutes

Recommendation:

That Council approve the December 3rd, 2025 Regular Meeting minutes as attached.

Background:

The minutes have been circulated for review and are ready for approval.

MINUTES
SUMMER VILLAGE OF SUNSET POINT
REGULAR MEETING OF COUNCIL
December 3rd, 2025 @ 5:15 p.m.

IN ATTENDANCE Mayor Lee Landsperg
Deputy Mayor Rodney Janz
Councillor Gwen Jones
CAO Mike Primeau

1.0 CALL TO ORDER Mayor Landsperg called the meeting to order at 5:15 p.m.

2.0 APPROVAL OF AGENDA

Res. #2025-210 MOVED by Mayor Landsperg that the December 3rd, 2025 agenda be approved, as presented.

Carried

3.0 APPROVAL OF MINUTES

3.1 – November 5th, 2025 Regular Council Meeting Minutes

Res. #2025-211 MOVED by Councillor Jones that Council approves the November 5th, 2025 Regular Council Meeting Minutes, as presented.

Carried

4.0 PUBLIC SUBMISSION

5.0 BUSINESS ARISING

5.1 Interim Operating and Capital Budget

Res. #2025-212 MOVED by Mayor Landsperg that Council approves the 2026 Interim Operating and Capital budget at 50% of 2025 approved budget, as per MGA.

Carried

5.2 CAO Resignation

Res. #2025-213 MOVED by Mayor Landsperg that Council receives the CAO resignation as information, and further, approves advertising for a replacement CAO on the Alberta Municipalities, Rural Municipalities of Alberta, and the Alberta Summer Village Association websites until January 30th, 2026.

Carried

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5.3 Tax Penalty Bylaw

Res. #2025-214 MOVED by Mayor Landsperg that Council accepts discussion as information.

Carried

6.0 DEVELOPMENT MATTERS

7.0 NEW BUSINESS

7.1 2025/2026 Alberta Community Partnership (ACP) Grant Application – Regional Infrastructure Management Study

Res. #2025-215 MOVED BY Councillor Jones that Council approves to participate in a 2025/26 Alberta Community Partnership (ACP) Grant application to complete a Regional Infrastructure Management Study Project, and further, supports the Summer Village of Val Quentin acting as the managing partner for the grant.

Carried

Alberta Community Partnership (ACP) Grant – Water Distribution Feasibility Study – Request for Time Extension

Res. #2025-216 MOVED BY Councillor Jones that Council approves the Summer Village of Val Quentin, acting as the managing partner for the Water Feasibility Distribution Study Project ACP Grant, to request a time extension on the project.

Carried

Alberta Community Partnership (ACP) Grant – Water Distribution Feasibility Study – Expert Review

Res. #2025-217 MOVED BY Councillor Jones that Council accepts the Feasibility Study as information.

Carried

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7.3 – Website Contract

Res. #2025-218 MOVED by Mayor Landsperg that Council approves entering into a contract with Alchemy Imageworks for website management at a cost of \$4,996.95.

Carried

7.3 – Settlement Agreement

Res. #2025-219 MOVED by Mayor Landsperg that Council approves the Settlement Agreement between the Summer Village and the Sunset Point Christian Camp Foundation.

Carried

8.0 COMMITTEE REPORTS

Res. #2025-220 MOVED by Mayor Landsperg that Council accepts the Committee Reports as information.

Carried

9.0 CAO REPORT

Res. #2025-221 MOVED by Mayor Landsperg that the CAO report be accepted for information.

Carried

10.0 RESPONSE TO DELEGATES

11.0 ADDITIONAL ITEMS

11.1 – Solid Waste Discussion

Res. #2025-222 MOVED by Mayor Landsperg that Council direct administration to look into solid waste collection within the Summer Village as well as the Sunset Point Christian Camp Foundation.

Carried

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11.2 – MAP Review Request

Res. #2025-223 MOVED by Mayor Landsperg that Council request an extension to the scheduled MAP Review with Alberta Municipal Affairs.

Carried

Carried

Res. #2025-224 Being that the agenda matters had been concluded the meeting was adjourned at 6:16 p.m. by Mayor Landsperg.

Carried

These minutes were approved this January 7th, 2026.

Lee Landsperg, Mayor

Mike Primeau, CAO

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5.1 2026 Regular Council Meeting Schedule

Recommendation:

That Council approve the 2026 regular Council meetings on the 1st Wednesday of every month, commencing at 5:15 pm at the Summer Village office (4719 Sunset Drive).

Background:

Council must provide the schedule for their regular meetings. These can change with Council approval and as needed. Additional meetings may be scheduled by motion of Council.

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5.2 Yellowhead Regional Library Funding Allocation Request

Recommendation:

That Council approve the CAO authorizing the Yellowhead Regional Library to direct all Summer Village of Sunset Point library funding to the Alberta Beach Municipal Library.

Background:

The request is attached and provides current allotment. This is to confirm funding being provided to the Alberta Beach Municipal Library.

December 4, 2025

Emailed to office@sunsetpoint.ca

Municipal Administration
Summer Village of Sunset Point

Dear Administrator,

One of the benefits of Yellowhead Regional Library (YRL) membership is the assignment of YRL allotment funds to the library materials budget of any YRL member public library.

The allotment rate is \$0.75 per capita; based on the current Summer Village of Sunset Point population of 257, the allotment amount for the 2026 calendar year will be \$192.75. Please review your 2025 choice below and make any changes, if necessary.

Assign the 2026 YRL allotment funds to the following YRL member public library:

Alberta Beach Municipal Library

As the Summer Village of Sunset Point does not operate its own library, YRL receives a Library Services Grant from the province which is given directly to the YRL member public library of your choosing.

The estimated 2025 grant rate is \$5.60 per capita, and we expect that Municipal Affairs will pay on 2019 population figures. Based on the Summer Village of Sunset Point 2019 population of 169, the 2026 grant will be \$946.00. Please review your 2025 choice below and make any changes, if necessary.

Assign the 2026 Library Services Grant to the following YRL member public library:

Alberta Beach Municipal Library

Authorized
Signature _____

(Municipal Administrator)

Date _____

Please return this letter to ciacchelli@yrl.ab.ca at your earliest convenience.

If you have any questions, please do not hesitate to contact me at ciacchelli@yrl.ab.ca or 780-962-2003 (toll free 1-877-962-2003), extension 223.

Thank you for your prompt attention to this matter.

Yours truly,



Carla Iacchelli
Manager, Collections and Resource Sharing
Yellowhead Regional Library

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11.1 Solid Waste Update

Recommendation:

That Council accepts for information.

Background:

Request to include bins at camp was made. Discussion with Standstone at 4 pm on Thursday, January 8th, 2026.

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11.2 Website

Recommendation:

That Council accepts for information.

Background:

Updated link sent to Council with first requested changes submitted.

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11.3 Settlement

Recommendation:

That Council accepts for information.

Background:

Verbal update.

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11.4 Beachwave Park Funding Request 2026

Recommendation:

Open for discussion and direction.

Background:

Request letter is attached however; no monetary request is made. Councillor Jones may have additional information.

As outlined in the Intermunicipal Collaboration Framework (ICF) Agreement dated March 30, 2021, the Summer Village of Sunset Point does not operate park or recreational facilities. However, Sunset Point acknowledges that its residents regularly participate in recreation programs offered in Alberta Beach. The demographic makeup of Sunset Point has also shifted since COVID-19, with more young families now living in the community year-round.

According to the 2021 Canada Census, the population of children under age 14 in the communities surrounding Beachwave Park includes approximately:

- Alberta Beach – 240
- Val Quentin – 25
- Sunset Point – 25

Residents of Lac Ste. Anne County and visitors to the region also make regular use of the park. Beachwave Park provides a safe and accessible environment for youth and families.

The park features an outdoor skating rink, basketball court, skateboard park, ball diamonds, playground, and concession and washroom facilities. The Park Coordinator has been responsible for organizing programs, activities, and community events, as well as supporting fundraising efforts and grant applications. These activities have helped maintain a wide range of equipment available for public use, including skates, helmets, hockey equipment, nets, sticks, pucks, basketballs, volleyball equipment, and skateboards. The Stakeholders Committee meets several times each year to review operations, programming, and budgets.

Attendance levels demonstrate consistent community use, ranging from 164 visitors in April 2025 to approximately 350 participants during the one-day “Trunk or Treat” event in October. Few months see attendance drop below 100 visitors.

Beachwave Park has been operated collaboratively for many years. In 2007, the Alberta Beach and District Community League assumed management of the facility, and a Stakeholders Committee was formed to provide financial support, oversight, and assistance in hiring a full-time, year-round Park Coordinator. The Committee—comprised of Alberta Beach, Lac Ste. Anne County, the Summer Villages of Sunset Point, Val Quentin, and Castle Island, the Alberta Beach Community League, and various community groups—played a central role in the park’s growth and success. The Community League provided direct supervision of the Park Coordinator, helping establish Beachwave Park as a valued community facility.

During the COVID-19 period, the park continued to operate as much as restrictions allowed, which also resulted in changes to the activity coordinator role. In 2025, Alberta Beach, with support from the Community League, reassumed management responsibilities for Beachwave Park. Alberta Beach now provides financial support in addition to covering insurance, maintenance, upkeep, and utility costs.

The continued operation and success of Beachwave Park depends on the ongoing commitment of stakeholder partners. Ensuring the facility remains open and accessible to children and families in the region remains a shared priority.