

SUMMER VILLAGE OF SUNSET BEACH

**April 7, 2026
Via Zoom Videoconferencing
10:00 am**

AGENDA

CALL TO ORDER

ADOPTION OF AGENDA

Additions or Deletions

APPROVAL OF MINUTES

Regular Meeting Minutes February 23, 2026

Motion to adopt or amend

FINANCIAL REPORTS

Financial Statements April 1, 2026

Motion to accept for information

DELEGATIONS

BYLAWS

Bylaw 158-26 2026 Rates of Taxation (Table until after Budget)

OLD BUSINESS

NEW BUSINESS

2026 Operating and Capital Budget
Greater North Foundation Requisition 2026
5th Avenue Dock Access Request
2026 Spring Newsletter
2026 Annual Joint Council Conference

CLOSED SESSION

COUNCIL REPORTS

CORRESPONDENCE

NEXT MEETING

May 15, 2026 at 10:00 am at 945 Baptiste Drive

ADJOURNMENT

**SUMMER VILLAGE OF SUNSET BEACH
REGULAR COUNCIL MEETING
MINUTES
February 23, 2026**

The regular meeting of the council of the Summer Village of Sunset Beach was held via Zoom Videoconferencing, Monday, February 23, 2026 at 10:00 am.

IN ATTENDANCE

Mayor	Tim Evans
Deputy Mayor	Fred Black
Council Member	Dan Struski
Administrator	Kim Bancroft

Members of Public 1

ABSENT

n/a

CALL TO ORDER

Mayor Evans called the meeting to order at 10:02 am.

ADOPTION OF AGENDA

Res. 001-02-23-26

MOVED by Mayor Evans that the agenda be adopted as presented.

CARRIED

DELEGATIONS

James McDonald from Northern Lights Library made a presentation.

APPROVAL OF MINUTES

Res. 002-02-23-26

MOVED by Deputy Mayor Black that the Minutes of the January 12, 2026 Regular Meeting be adopted as presented.

CARRIED

FINANCIAL REPORTS

Res. 003-02-23-26

MOVED by Deputy Mayor Black that the financial statements and cheque logs dated February 18, 2025 be accepted as information.

CARRIED

Res. 004-02-23-26

MOVED by Mayor Evans that the 2026 Draft Budgets be accepted as information.

CARRIED

BYLAWS

Res. 005-02-23-26

MOVED by Council Member Struski that Bylaw 156-26, being a Bylaw for the Summer Village of Sunset Beach, to Provide for Municipal Addressing, be given first reading at this time. The purpose of this bylaw is to update an old, outdated bylaw with multiple amendments.

CARRIED

Res. 006-02-23-26 MOVED by Mayor Evans that Bylaw 156-26 be given second reading at this time.
CARRIED

Res. 007-02-23-26 MOVED by Council Member Struski that Bylaw 156-26 receive consent to proceed to third reading at this time.
CARRIED UNANIMOUSLY

Res. 008-02-23-26 MOVED by Deputy Mayor Black that Bylaw 156-26 be given third reading and finally be passed at this time.
CARRIED

BUSINESS

Res. 009-02-23-26 MOVED by Mayor Evans that the Mutual Aid Fire Control Plan for 2026-2028 between the Summer Village of Sunset Beach and the Ministry of Forestry and Parks Forestry Division be approved as presented.
CARRIED

Res. 010-02-23-26 MOVED by Council Member Struski that the following people be appointed to the ARB for the Summer Village of Sunset Beach; ARB Chairman – Raymond Ralph; Certified ARB Clerk – Gerry Amorin, and Certified Panelists – Darlene Chartrand, Sheryl Exley, Tina Groszko, Richard Knowles, Marcel LeBlanc, Roland Merkosky, and Raymond Ralph.
CARRIED

Res. 011-02-23-26 MOVED by Deputy Mayor Black that the following people be appointed to the SDAB for the Summer Village of Sunset Beach; SDAB Board Members – Angela Duncan, Jamie-Lee Kraley, Denis Meier, John Roznicki, Jason Shewchuk, Tony Siegel, Rainbow Williams, and Chris Zaplotinsky; SDAB Clerks – Emily House, Cathy McCartney and Janet Zaplotinsky.
CARRIED

Res. 012-02-23-26 MOVED by Mayor Evans that the 5 year Estimate for the Provincial Policing Model be accepted as information at this time.
CARRIED

Res. 013-02-23-26 Moved by Council Member Struski that the Council of the Summer Village of Sunset Beach approves participation as a partner municipality in a joint application to the Alberta Community Partnership (ACP) Grant Program for the Municipal Collaboration stream, for the purpose of developing and implementing a Regional Emergency Management Partnership; AND THAT the participating municipalities in the joint application include the Summer Villages of West Baptiste, South Baptiste, Whispering Hills, Sunset Beach, Island Lake South, Island Lake, Bondiss, and Mewatha Beach; AND THAT the proposed project includes eligible emergency management activities such as, but not limited to:

- regional emergency management planning and coordination;

- development and alignment of emergency management plans and procedures;
- establishment of a shared emergency management command and coordination framework;
- improvements to emergency communications, public alerting systems, and municipal websites; and
- acquisition of equipment, software, and other resources necessary to support emergency preparedness, response, and recovery across participating Summer Villages;

AND THAT Council authorizes the Chief Administrative Officer to collaborate with the participating Summer Villages and provide all information required for the grant application;

AND THAT Council supports the designation of the Summer Village of Sunset Beach as the lead applicant and grant administrator responsible for submitting, managing, and reporting on the ACP Grant on behalf of the participating municipalities.

CARRIED

Res. 014-02-23-26

MOVED by Mayor Evans that administration apply for the Fortis Tree Grant to add some trees to Centennial Park.

CARRIED

CLOSED MEETING

There was no Closed Session during this meeting.

COUNCIL REPORTS

CORRESPONDANCE

NEXT MEETING

April 7, 2026, at 10:00 am via Zoom.

ADJOURNMENT

Mayor Evans adjourned the meeting at 12:04 pm.

Mayor

CAO

Summer Village of Sunset Beach

Balance Sheet As at 04/01/2026

ASSET

Current Assets

ATB Operating Account	74,526.74	
ATB Savings Account	415,525.98	
Total Bank Accounts		490,052.72
Taxes Receivable	1,920.26	
Government Grants Receivable	142,042.00	
Total Receivables		143,962.26
GST Receivable		1,233.19
Total Current Assets		635,248.17

Capital Assets

Engineering Structures	1,164,664.44	
Engineered Structures - Signage	45,032.59	
Accum Amort - Eng. Structures	-663,675.54	
Accum. Amort - Signage	-30,158.08	
Buildings	39,574.99	
Accum. Amort. - Buildings	-15,493.50	
Land	334,641.00	
Equipment	15,695.54	
Accum. Amort. - Equipment	-6,068.34	
Land Improvements	38,359.91	
Accum. Amort - Land Improveme...	-13,199.63	
Total Capital Assets		909,373.38

TOTAL ASSET 1,544,621.55

LIABILITY

Current Liabilities

Accounts Payable	4,900.00	
Refundable Grant MSI-CAP	234,447.17	
Refundable Grant CCBF	39,944.00	
LGFF Grant	66,988.00	
Refundable Grant - BMTG	54,356.71	
Taxes - Prepaid	1,829.10	
Fortis Tree Grant	1,000.00	
Deferred Revenue	6,732.96	
Prepaid Expense	-65,000.00	
Prepaid Revenue	65,000.00	
Total Current Liabilities		410,197.94

TOTAL LIABILITY 410,197.94

EQUITY

Equity

Reserves - Operating	100,000.00	
Reserves - Street Improvement	40,000.00	
Reserves - Park Fund	15,000.00	
Reserves - Special Road Taxes	6,650.00	
Unrestricted Operating Fund	216,102.00	
Total Equity in Fixed Assets	946,612.60	
Accumulated Surplus	-435,376.41	
Surplus from Prior Years	-55,838.59	
Purchase of TCA	4,413.41	
Current Amortization Expense	-41,652.62	
Retained Earnings	365,854.35	
Current Earnings	-27,341.13	
Total Owners Equity		1,134,423.61

TOTAL EQUITY 1,134,423.61

Printed On: 04/01/2026

**Summer Village of Sunset Beach
Balance Sheet As at 04/01/2026**

LIABILITIES AND EQUITY

1,544,621.55

Summer Village of Sunset Beach

Comparative Gross Margin Income Statement

	Actual 01/01/2026 to 04/01/2026	Budget 01/01/2026 to 12/31/2026	Difference
OPERATING REVENUE			
REVENUE			
Residential Taxes	0.00	112,995.00	-112,995.00
School Taxes	0.00	105,104.00	-105,104.00
Designated Industrial	0.00	12.00	-12.00
Tax Penalties	826.11	1,030.00	-203.89
Franchise Fees	558.53	2,163.00	-1,604.47
Grants (MSI Capital) - Operating	0.00	10,268.00	-10,268.00
Investment Income	2,118.88	6,454.00	-4,335.12
Tax Certificates	0.00	309.00	-309.00
Dev Permits and Compliance Ce...	47.04	1,030.00	-982.96
Greater North Foundaiton	0.00	5,341.00	-5,341.00
TOTAL REVENUE	3,550.56	244,706.00	-241,155.44
TOTAL OPERATING REVENUE	3,550.56	244,706.00	-241,155.44
GROSS MARGIN	3,550.56	244,706.00	-241,155.44
OPERATING EXPENSE			
EXPENSES			
ASFF School Requisition	0.00	105,104.00	-105,104.00
Greater North Foundation - Oper...	0.00	5,341.00	-5,341.00
Council Expenses	0.00	7,200.00	-7,200.00
Council - Travel & Subsistence	0.00	1,000.00	-1,000.00
Administrator Salary	10,024.26	40,097.00	-30,072.74
Administrative Education	0.00	515.00	-515.00
Administration - Travel & Subsist...	0.00	1,000.00	-1,000.00
SDAB Services	300.00	300.00	0.00
Planning and Development	0.00	2,000.00	-2,000.00
WCB	0.00	1,100.00	-1,100.00
Memberships	2,011.38	2,300.00	-288.62
Postage / Courier	0.00	824.00	-824.00
Office Supplies	0.00	1,030.00	-1,030.00
Advertising & Printing	0.00	618.00	-618.00
Telephone	300.00	1,236.00	-936.00
Office - Rent	1,176.18	4,705.00	-3,528.82
Utilities	84.16	849.00	-764.84
Road Maintenance	5,900.00	7,504.00	-1,604.00
Insurance & Bonding	2,756.00	2,678.00	78.00
Auditor	0.00	4,944.00	-4,944.00
Legal Fees	0.00	106.00	-106.00
Assessment Services	2,171.55	6,188.00	-4,016.45
Conferences / Seminars	0.00	1,500.00	-1,500.00
Website	0.00	849.00	-849.00
Donations	0.00	106.00	-106.00
Election	0.00	500.00	-500.00
Bank Charges	0.00	328.00	-328.00
Fire Contract - County	0.00	4,429.00	-4,429.00
Provincial Policing	0.00	5,585.00	-5,585.00
Emergency Management	1,000.00	0.00	1,000.00
ARWMSC - Landfill	4,624.26	18,497.00	-13,872.74
FCSS	0.00	1,238.00	-1,238.00
Grass Cutting	0.00	8,500.00	-8,500.00
Recreation Area Maintenance	0.00	3,000.00	-3,000.00
Tree Removal / Trimming	0.00	3,000.00	-3,000.00
Northern Lights Library	543.90	536.00	7.90
TOTAL EXPENSES	30,891.69	244,707.00	-213,815.31
TOTAL OPERATING EXPENSE	30,891.69	244,707.00	-213,815.31

Summer Village of Sunset Beach Comparative Gross Margin Income Statement

	Actual 01/01/2026 to 04/01/2026	Budget 01/01/2026 to 12/31/2026	Difference
INCOME FROM OPERATIONS	<u>-27,341.13</u>	<u>-1.00</u>	<u>-27,340.13</u>
NET INCOME	<u><u>-27,341.13</u></u>	<u><u>-1.00</u></u>	<u><u>-27,340.13</u></u>

**Summer Village of Sunset Beach
Direct Deposit Log 02/19/2026 to 04/01/2026**

Direct Deposit No.	Payee	Transaction Date	Amount
VP138	Patry Contracting	03/31/2026	735.00
VP139	Phyllis Forsyth o/a Morse &...	03/31/2026	525.00
VP140	Kim Bancroft	03/31/2026	4,025.15
VP135	Patry Contracting	03/09/2026	2,205.00
VP136	Kuffa Contracting	03/09/2026	1,837.50
VP137	Capital Region Assessment...	03/09/2026	946.55
VP134	Kim Bancroft	02/28/2026	4,025.15
			<hr/> 14,299.35

Number of direct deposit transactions: 7

BYLAW 158-26

SUMMER VILLAGE OF SUNSET BEACH

**A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY
WITHIN THE SUMMER VILLAGE OF SUNSET BEACH FOR THE 2026 TAXATION YEAR.**

WHEREAS the Summer Village of Sunset Beach has prepared and adopted detailed estimates of the municipal revenue and expenditures as required, at the council meeting held on April 7, 2026; and

WHEREAS the estimated municipal expenditures and transfers set out in the budget for the Summer Village of Sunset Beach for 2026 total \$278,524 and

WHEREAS the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$143,872 and the balance of \$134,652 is to be raised by general municipal taxation, and

WHEREAS the requisitions are:

Alberta School Foundation Fund (ASFF)	
Residential/Farmland	\$114,106
Non-residential	\$ 705
Senior Foundation	\$ 5,823
Designated Industrial (Non-residential)	\$ 12

DRAFT
Subject to
Budget Changes

WHEREAS the council of the Summer Village of Sunset Beach is required each year to levy on the assessed value of all property tax rates sufficient to meet the estimated expenditures and the requisitions; and

WHEREAS the council is authorized to sub-classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M26, Revised Statutes of Alberta, 2000; and

WHEREAS the taxable assessed value of all property in the Summer Village of Sunset Beach as shown on the assessment roll is:

<u>PROPERTY CLASS</u>	<u>ASSESSMENT</u>
Residential	\$ 39,091,620
Non-residential	<u>167,610</u>
TOTAL TAXABLE ASSESSMENT	\$ 39,259,230

NOW THEREFORE under the authority of the Municipal Government Act, the council of the Summer Village of Sunset Beach, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the taxable assessed value of all property as shown on the assessment roll of the Summer Village of Sunset Beach:

GENERAL MUNICIPAL TAXES	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE</u>
Residential	\$134,056	\$ 39,091,620	3.4298
Non-Residential	\$ 596	\$ 167,610	3.4298
	\$134,652		
ALBERTA SCHOOL FOUNDATION FUND			
Residential	\$114,106	\$ 39,091,620	2.9189
Non-residential	\$ 705	\$ 167,610	4.2041
	\$114,811		
GREATER NORTH SENIORS FOUNDATION			
Residential	\$ 5,797	\$ 39,091,620	0.1483
Non-Residential	\$ 26	\$ 167,610	0.1483
	\$ 5,823		
DESIGNATED INDUSTRIAL			
Residential	\$ -	\$ 39,091,620	-
Non-Residential	\$ 12	\$ 167,610	0.0728
	\$ 12		

2. That the minimum amount payable per parcel as property tax for general municipal purposes shall be \$550.
3. That this bylaw shall take effect on the date of the third and final reading.

READ a first time this 7th day of April 2025

READ a second time this 7th day of April 2025

Received consent to receive third reading this 7th day of April 2025

READ a third time and passed this 7th day of April 2025

Mayor

Chief Administrative Officer