

SUMMER VILLAGE OF SUNSET BEACH

**February 23, 2026
Via Zoom Videoconferencing
10:00 am**

AGENDA

CALL TO ORDER

ADOPTION OF AGENDA

Additions or Deletions

APPROVAL OF MINUTES

Regular Meeting Minutes January 12, 2026
Motion to adopt or amend

FINANCIAL REPORTS

Financial Statements February 18, 2026
Motion to accept for information

DELEGATIONS

BYLAWS

Bylaw 156-26 Bylaw to Provide Municipal Addressing
Bylaw 157-26 Bylaw to Control Noise

OLD BUSINESS

NEW BUSINESS

Draft Operating and Capital Budget Discussion
Mutual Aid Fire Control Plan Renewal
ARB Appointments
SDAB Appointments
Provincial Policing Estimate
Regional Health Care Attraction & Retention Committee
ASVA Letter Re Dock Insurance
ACP Emergency Management Grant
Fortis Tree Grant

CLOSED SESSION

COUNCIL REPORTS

CORRESPONDENCE

NEXT MEETING

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

ADJOURNMENT

**SUMMER VILLAGE OF SUNSET BEACH
REGULAR COUNCIL MEETING
MINUTES
January 12, 2026**

The regular meeting of the council of the Summer Village of Sunset Beach was held via Zoom Videoconferencing, Monday, January 12, 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 10:01 am.

ADOPTION OF AGENDA

Res. 001-01-12-26

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

CARRIED

APPROVAL OF MINUTES

Res. 002-01-12-26

MOVED by Deputy Mayor Black that the Minutes of the December 1, 2025 Regular Meeting be adopted as presented.

CARRIED

FINANCIAL REPORTS

Res. 003-01-12-26

MOVED by Council Member Struski that the financial statements and cheque logs dated December 31, 2025 be accepted as information.

CARRIED

DELEGATIONS

Joy Husel made a presentation regarding finances.

BYLAWS

Res. 004-01-12-26

MOVED by Deputy Mayor Fred Black that Bylaw 153-25, being a Bylaw for the Summer Village of Sunset Beach, to establish the Position of Chief Administrative Officer, be given first reading at this time. The purpose of this bylaw is to update an old, outdated bylaw with incorrect references.

CARRIED

Res. 005-01-12-26

MOVED by Council Member Struski that Bylaw 153-25 be given second reading at this time.

CARRIED

- Res. 006-01-12-26 MOVED by Mayor Evans that Bylaw 153-25 receive consent to proceed to third reading at this time.
CARRIED UNANIMOUSLY
- Res. 007-01-12-26 MOVED by Deputy Mayor Black that Bylaw 153-25 be given third reading and finally be passed at this time.
CARRIED
- Res. 008-01-12-26 MOVED by Mayor Evans that Bylaw 154-25, being a Bylaw for the Summer Village of Sunset Beach, to Repeal the Safety Codes Administration Bylaw (97-2001), be given first reading at this time. The purpose of this bylaw is to remove an old, outdated bylaw with incorrect references.
CARRIED
- Res. 009-01-12-26 MOVED by Deputy Mayor Black that Bylaw 154-25 be given second reading at this time.
CARRIED
- Res. 010-01-12-26 MOVED by Council Member Struski that Bylaw 154-25 receive consent to proceed to third reading at this time.
CARRIED UNANIMOUSLY
- Res. 011-01-12-26 MOVED by Mayor Evans that Bylaw 154-25 be given third reading and finally be passed at this time.
CARRIED
- Res. 012-01-12-26 MOVED by Council Member Struski that Bylaw 155-25, being a Bylaw for the Summer Village of Sunset Beach, to Establish the Position of Municipal Assessor, be given first reading at this time. The purpose of this bylaw is to update an old, outdated bylaw with incorrect references.
CARRIED
- Res. 013-01-12-26 MOVED by Deputy Mayor Black that Bylaw 155-25 be given second reading at this time.
CARRIED
- Res. 014-01-12-26 MOVED by Mayor Evans that Bylaw 155-25 receive consent to proceed to third reading at this time.
CARRIED UNANIMOUSLY
- Res. 015-01-12-26 MOVED by Council Member Struski that Bylaw 155-25 be given third reading and finally be passed at this time.
CARRIED
- BUSINESS**
- Res. 016-01-12-26 MOVED by Mayor Evans that AED units be placed with permanent residents whenever possible so that they are kept accessible during winter months.
CARRIED

CLOSED MEETING

There was no Closed Session during this meeting.

COUNCIL REPORTS

CORRESPONDANCE

NEXT MEETING

February 23, 2026, at 10:00 am via Zoom.

ADJOURNMENT

Mayor Evans adjourned the meeting at 10:40 am.

Mayor

CAO

Summer Village of Sunset Beach

Balance Sheet As at 02/18/2026

ASSET

Current Assets

ATB Operating Account	86,158.91	
ATB Savings Account	414,698.85	
Total Bank Accounts		500,857.76
Taxes Receivable	5,415.90	
Government Grants Receivable	142,042.00	
Total Receivables		147,457.90
GST Receivable		595.22
Total Current Assets		648,910.88

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 Improve...	-13,199.63	
Total Capital Assets		909,373.38

TOTAL ASSET 1,558,284.26

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	1,594.10	
Fortis Tree Grant	1,000.00	
Deferred Revenue	6,732.96	
Prepaid Expense	-65,000.00	
Prepaid Revenue	65,000.00	
Total Current Liabilities		409,962.94

TOTAL LIABILITY 409,962.94

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	-13,443.42	
Total Owners Equity		1,148,321.32

TOTAL EQUITY 1,148,321.32

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**Summer Village of Sunset Beach
Balance Sheet As at 02/18/2026**

LIABILITIES AND EQUITY

1,558,284.26

Summer Village of Sunset Beach

Comparative Gross Margin Income Statement

	Actual 01/01/2026 to 02/18/2026	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	255.23	2,163.00	-1,907.77
Grants (MSI Capital) - Operating	0.00	10,268.00	-10,268.00
Investment Income	1,119.46	6,454.00	-5,334.54
Tax Certificates	0.00	309.00	-309.00
Dev Permits and Compliance Ce...	0.00	1,030.00	-1,030.00
Greater North Foundaiton	0.00	5,341.00	-5,341.00
TOTAL REVENUE	2,200.80	244,706.00	-242,505.20
TOTAL OPERATING REVENUE	2,200.80	244,706.00	-242,505.20
GROSS MARGIN	2,200.80	244,706.00	-242,505.20
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	3,341.42	40,097.00	-36,755.58
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	100.00	1,236.00	-1,136.00
Office - Rent	392.06	4,705.00	-4,312.94
Utilities	41.62	849.00	-807.38
Road Maintenance	1,350.00	7,504.00	-6,154.00
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	1,225.00	6,188.00	-4,963.00
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	500.00	0.00	500.00
ARWMSC - Landfill	3,082.84	18,497.00	-15,414.16
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	15,644.22	244,707.00	-229,062.78
TOTAL OPERATING EXPENSE	15,644.22	244,707.00	-229,062.78

Summer Village of Sunset Beach Comparative Gross Margin Income Statement

	Actual 01/01/2026 to 02/18/2026	Budget 01/01/2026 to 12/31/2026	Difference
INCOME FROM OPERATIONS	<u>-13,443.42</u>	<u>-1.00</u>	<u>-13,442.42</u>
NET INCOME	<u><u>-13,443.42</u></u>	<u><u>-1.00</u></u>	<u><u>-13,442.42</u></u>

**Summer Village of Sunset Beach
Direct Deposit Log 01/01/2026 to 02/18/2026**

Direct Deposit No.	Payee	Transaction Date	Amount
VP131	Alberta Municipalities	02/08/2026	1,067.20
VP132	AMSC Insurance	02/08/2026	2,756.00
VP133	Kuffa Contracting	02/08/2026	682.50
VP128	Kim Bancroft	01/31/2026	4,025.15
VP129	Association of Summer Vill...	01/30/2026	995.00
VP130	Milestone Municipal Service...	01/30/2026	315.00
VP127	Patry Contracting	01/19/2026	735.00
VP124	Northern Lights Library	01/05/2026	543.90
VP125	Phyllis Forsyth o/a Morse &...	01/05/2026	525.00
VP126	Municipal Assessment Serv...	01/05/2026	1,286.25
			<hr/> 12,931.00

Number of direct deposit transactions: 10