

SUMMER VILLAGE OF SILVER SANDS  
REGULAR COUNCIL MEETING MINUTES  
FRIDAY, OCTOBER 31, 2025  
HELD AT FALLIS HALL AND VIA ZOOM

	<b>PRESENT</b>	<p>Mayor: Bernie Poulin          Deputy Mayor: Graeme Horne          Councillor: Sherry Strong</p> <p>Administration: Wendy Wildman, Chief Administrative Officer (CAO)          (Via Zoom)          Heather Luhtala, Assistant CAO          Sandra Schneider, Administrative Assistant</p> <p>Public Works: Dustin Uhlman, Public Works Supervisor</p> <p>Attendee(s): N/A</p> <p>Delegation(s): 9:05 a.m. – Inspector D. Choma, Lac Ste. Anne County Enforcement Services – to answer questions directly from Council about his report and services provided.</p> <p>9:20 a.m. – Lloyd Woychuk – a property owner of 7 Hazel Ave requesting review and approval for installation of a culvert. Please refer to the property owner's letter of October 7, 2025.</p> <p>9:35 a.m. – Craig Bondy – Missing Link Team Internet-presentation of installing fibre within the Summer Village. Please refer to the attached package provided by Mr. Bondy.</p> <p>Public at Large: 2 in-person / 3 via Zoom</p>
1.	<b>CALL TO ORDER</b>	<p>Mayor Poulin called the meeting to order at 9:00 a.m.</p> <p>The Summer Village of Silver Sands acknowledges that we are meeting on Treaty 6 Territory and on the homelands of the Metis Nation. We acknowledge all indigenous peoples who have walked these lands for centuries. We acknowledge the harms and mistakes of the past, and we dedicate ourselves to move forward in partnership with indigenous communities in a spirit of reconciliation and collaboration.</p>
2.	<b>AGENDA</b> 208-25	<p><b>MOVED</b> by Deputy Mayor Horne that the October 31, 2025 Agenda be approved as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>
3.	<b>MINUTES</b> 209-25	<p><b>MOVED</b> by Deputy Mayor Horne that the minutes of the September 26, 2025 Regular Council Meeting be approved as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>

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4.	<b>DELEGATIONS</b>	
	210-25	<p>9:01 a.m. – Inspector D. Choma – to answer questions directly from Council about his report and services provided.</p> <p><b>MOVED</b> by Councillor Strong that Council accept for information the 2025 Summer Village of Silver Sands Semi Annual Enforcement Services report provided by Lac Ste. Anne County and the discussion with Inspector Dallas Choma, Community Peace Officer (CPO), AND THAT the matter of Stop Order 25STOP01-31 with respect to Lot 4 Block 7 Plan 223MC be deferred to the Closed Session portion of the Council meeting.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p>Inspector Choma left the meeting at 9:30 a.m.</p> <p>9:30 a.m. – Lloyd Woychuk – a property owner requesting review and approval for installation of a culvert.</p>
	211-25	<p><b>MOVED</b> by Mayor Poulin that Council accept for information the request from Lloyd Woychuk of 7 Hazel Avenue for review and approval of the supply and installation of a culvert and approach at the cost of the Summer Village, THAT the matter be deferred to the Closed Session portion of the Council meeting AND THAT Administration advise Mr. Woychuk of Council's decision.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p>Mr. Woychuk left the meeting at 9:38 a.m.</p> <p>9:38 a.m. – Craig Bondy – Missing Link Team Internet- presentation of installing fibre within the Summer Village.</p>
	212-25	<p><b>MOVED</b> by Deputy Mayor Horne that Council accept for information the presentation by Craig Bondy of Missing Link Internet with respect to installing fibre within the Summer Village, and acknowledge that Mr. Bondy and Public Works Manager Uhlman are to tour the Summer Village with respect to line location and that a detailed designed report be provided to the Summer Village.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p>Mr. Bondy left the meeting at 10:16 a.m.</p>
5.	<b>PUBLIC HEARINGS</b>	n/a
6.	<b>BYLAWS</b>	<p><u>Bylaw 355-2025 – Municipal Borrowing Bylaw</u></p> <p><b>MOVED</b> by Deputy Mayor Horne that Bylaw 355-2025, being an annual Municipal Borrowing Bylaw, in the amount of \$150,000.00 for a line of credit for the purpose of interim financing in the event of an emergency in the Summer Village of Silver Sands be given first reading.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>MOVED</b> by Mayor Poulin that Bylaw 355-2025 be given second reading.</p> <p style="text-align: right;"><b>CARRIED</b></p>

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	215-25	<b>MOVED</b> by Councillor Strong that Bylaw 355-2025 be considered for third reading.  <b>CARRIED UNANIMOUSLY</b>
	216-25	<b>MOVED</b> by Deputy Mayor Horne that Bylaw 355-2025 be given third and final reading.  <b>CARRIED</b>
	217-25	<u>Bylaw 356-2025 – Wast Collection and Disposal Bylaw</u> <b>MOVED</b> by Deputy Mayor Horne that Bylaw 356-2025, being a Waste Collection and Disposal Bylaw, in the Summer Village of Silver Sands be given first reading, as amended to include the Commercial, Direct Control, CREC and C1 districts in the list of exceptions in Section 5(a) of the Bylaw.  <b>CARRIED</b>
	218-25	<b>MOVED</b> by Mayor Poulin that Bylaw 356-2025 be given second reading, as amended.  <b>CARRIED</b>
	219-25	<b>MOVED</b> by Deputy Mayor Horne that Bylaw 356-2025 be considered for third reading, as amended.  <b>CARRIED UNANIMOUSLY</b>
	220-25	<b>MOVED</b> by Mayor Poulin that Bylaw 356-2025 be given third and final reading, as amended.  <b>CARRIED</b>
	221-25	<b>MOVED</b> by Mayor Poulin that Policy A-ADM-WAST-1, being a policy to regulate the amount of waste carts per property be approved as amended to include the Commercial, Direct Control, CREC and C1 districts in the list of exceptions.  <b>CARRIED</b>
7.	<b>BUSINESS</b>	
	222-25	<b>MOVED</b> by Councillor Strong that Council endorse the Summer Villages Regional Emergency Management Partnership's 2026 Budget as presented.  <b>CARRIED</b>
	223-25	<b>MOVED</b> by Deputy Mayor Horne that Council ratify the attendance of the Chief Administration Officer at the October 16 <sup>th</sup> , 2025 Summer Village of Lac Ste. Anne County East (SVLSAVE) meeting at the Alberta Summer Village Association (ASVA) Conference AND THAT the Summer Village of Silver Sands participate in the Asset Management project initiated by SVLSACE through Matthewson & Company to a maximum cost of \$1,000.00.  <b>CARRIED</b>

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	224-25	<b>MOVED</b> by Councillor Strong that Council invite representatives from Capital Region Assessment Services Commission (CRASC) to a future meeting with respect to a proposed Geographic Information System (GIS) to engineer a webmap to support property assessment.  <b>CARRIED</b>
	225-25	<b>MOVED</b> by Councillor Strong that Council ratify the actions of Administration in proceeding with the grant application for the purchase of a sea-can, fuel tank and base preparation material under the Local Government Fiscal Framework (LGFF) grant program in the amount of \$11,000.00.  <b>CARRIED</b>
	226-25	<b>MOVED</b> by Deputy Mayor Horne that the Tourist Home matter be discussed in the Closed Session portion of the Council meeting.  <b>CARRIED</b>
	227-25	<b>MOVED</b> by Mayor Poulin that Council ratify the registration of one Councillor and one Administration (with the Administration cost to be shared with other Summer Villages) to attend the 2025 Alberta Municipalities Convention & Trade Show, scheduled for November 11 <sup>th</sup> , 2025 to November 15 <sup>th</sup> , 2025 at the Calgary Telus Convention Centre.  <b>CARRIED</b>
	228-25	<b>MOVED</b> by Deputy Mayor Horne that Council authorize the enrolment of Councillor Strong in the Elected Official Education Program (EOEP) Budgeting & Finance course at \$295 + GST (online); costs to be covered within the Council Development budget.  <b>CARRIED</b>
	229-25	<b>MOVED</b> by Mayor Poulin that Council deny the request from the property owner for tax penalty cancellations with respect to tax roll 1056.  <b>CARRIED</b>
	230-25	<b>MOVED</b> by Mayor Poulin that Council defer the matter of the enforcement of Tarp Sheds throughout the Summer Village to the next regular Council meeting.  <b>CARRIED</b>
8.	<b>FINANCIAL</b>	
	231-25	<b>MOVED</b> by Deputy Mayor Horne that Council accept for information the income and expense statements as at September 30, 2025.  <b>CARRIED</b>
9.	<b>COUNCIL REPORTS</b>	
	232-25	<b>MOVED</b> by Deputy Mayor Horne that the Council reports be accepted for information as presented.  <b>CARRIED</b>

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10.	<b>ADMINISTRATION &amp; PUBLIC WORKS REPORTS</b>  233-25	<p><b>MOVED</b> by Mayor Poulin that Council accept for information the Administration and Public Works report as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>
11.	<b>CORRESPONDENCE</b>  234-25	<p><b>MOVED</b> by Councillor Strong that the following correspondence items be accepted for information as presented:</p> <ul style="list-style-type: none"> <li>a) Summer Village Lac Ste Anne County East (SVLSACE)2025-2026 Executive and Committee Reps</li> <li>b) Silver Sands Golf Course update from website</li> <li>c) Government of Alberta, Municipal Affairs, September 22, 2025, Mandate Letter from Premier of Alberta to Minister of Municipal Affairs outlining expected commitments to deliver results, strengthen our communities, and build a future rooted in prosperity, opportunity, and responsible government.</li> <li>d) Yellowhead Regional Library (YRL) 2026 Draft Budget and Trustee Appointment</li> <li>e) 3<sup>rd</sup> Quarter Safety Codes Report</li> <li>f) Lac Ste Anne Foundation Board Meeting Minutes August 26, 2025</li> <li>g) Summer Village of Sandy Beach – Organizational Chart</li> <li>h) 25DP04-31 Placement/Installation of a Hot Tub - #9 Bay Drive</li> <li>i) 25DP05-31 Construction of a Single Detached Dwelling, Drilling of a Water Well and Installation of a Septic System - #14 Poppy Place</li> <li>j) Grant Funding Update – October 2025</li> <li>k) Alberta Assessors' Association (AAA) – Webinar Presentation – Assessment 101 for Elected Officials</li> </ul> <p style="text-align: right;"><b>CARRIED</b></p>
12.	<b>OPEN GALLERY</b>	<p>n/a</p> <p>Inspector Choma returned to the meeting at 11:20 a.m.</p>
13.	<b>CLOSED MEETING</b>  235-25	<p><b>MOVED</b> by Councillor Strong that pursuant to section 197(2) of the Municipal Government Act, Council go into a closed meeting session at 11:40 a.m. to discuss the following items:</p> <p>“Disclosure Harmful to Personal Privacy – Access to Information Act (ATIA) Section 20:</p> <ul style="list-style-type: none"> <li>• Stop Order 25STOP01-31 (Lot 4 Block 7 Plan 223MC);</li> <li>• Culvert Supply and Installation request 7 Hazel Avenue; and</li> <li>• Tourist Homes</li> </ul> <p style="text-align: right;"><b>CARRIED</b></p>

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	<p>The closed meeting recessed at 11:41 a.m. to allow the public in attendance time to exit the meeting.</p> <p>The closed meeting re-convened at 11:43 a.m.</p> <p>The following individuals were present at the Closed Meeting:</p> <p>Bernie Poulin Graeme Horne Sherry Strong Wendy Wildman Heather Luhtala Sandra Schneider Dustin Uhlman Dallas Choma</p> <p>Inspector Choma left the meeting at 12:15 p.m.</p>
236-25	<p><b>MOVED</b> by Deputy Mayor Horne that Council return to an open meeting at 12:27 p.m.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p>The meeting recessed at 12:28 p.m. to allow the public to return to the meeting.</p> <p><i>(no public returned to the meeting)</i></p> <p>The meeting reconvened at 12:30 p.m.</p>
237-25	<p><b>MOVED</b> by Deputy Mayor Horne that Council authorize the Summer Village's Community Peace Officer services to work with Administration in proceeding with next steps with respect to Stop Order 25STOP01-31 (Lot 4 Block 7 Plan 223MC).</p> <p style="text-align: right;"><b>CARRIED</b></p>
238-25	<p><b>MOVED</b> by Mayor Poulin that Administration work with the Summer Village's Community Peace Officer services to include a fee for Enforcement work as part of the Summer Village's Fees &amp; Charges Bylaw.</p> <p style="text-align: right;"><b>CARRIED</b></p>
239-25	<p><b>MOVED</b> by Mayor Poulin that, further to the request of the resident of 7 Hazel Avenue for the supply and installation of a culvert and approach at the expense of the Summer Village, Administration be directed to advise the resident of the following:</p> <ul style="list-style-type: none"><li>• Council pre-approves an approach over the standard 20 feet in width to a maximum of 40 feet in width;</li><li>• The resident is to complete the Summer Village's Culvert Installation Application for review and approval by the Development Officer and the Public Works Supervisor; and</li><li>• All costs associated with the culvert, installation, and approach are to be borne by the resident.</li></ul> <p style="text-align: right;"><b>CARRIED</b></p>

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	240-25	<b>MOVED</b> by Councillor Strong that the Fees & Charges Bylaw be brought back to the next Council meeting with the addition of a \$200.00 development permit fee for Tourist Homes (annual).  <b>CARRIED</b>
14.	<b>NEXT MEETING(S)</b>  241-25	The next Regular Council Meeting is scheduled for Friday, November 28, 2025, at 9:00 a.m.  <b>MOVED</b> by Mayor Poulin that the Regular Council Meeting scheduled for Friday, January 30 <sup>th</sup> , 2026, at 9:00 a.m. be held virtually via Zoom (no in person meeting).  <b>CARRIED</b>
15.	<b>ADJOURNMENT</b>	The meeting adjourned at 12:35 p.m.

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Mayor, Bernie Poulin

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Chief Administrative Officer, Wendy Wildman