

Resort Village of Sunset Cove

Regular Meeting of Council held at 57 Mountain Drive
March 15, 2026

Minute #	Agenda Item	Discussion	
	Present	Mayor – Shawna Argue Councilor / Deputy Mayor – Rob Court Councilor – Mike Ganshorn Administrator – Barbara Griffin	
2026-038	Call to Order	A quorum being present, Mayor Argue called the meeting to order at 1:01 p.m.	
2026-039	Agenda	Court/Ganshorn That the agenda be adopted as amended. 8a. Canada Community Building Fund – 2 nd Installment	Carried
2026-040	Minutes	Ganshorn/Court That the minutes of February 14, 2026, special meeting of Council be approved as circulated.	Carried
2026-041	Consent Agenda	Ganshorn/Court That the list of consent agenda items, attached hereto and forming part of the minutes, be accepted as circulated. Payment of Accounts (February 28, 2026) Bank Reconciliation (February 28, 2026) Statement of Financial Activities (February 28, 2026) Balance Sheet (February 28, 2026)	Carried
2026-043	Four-Year Plan Update	Council reviewed the four-year plan: <ul style="list-style-type: none">• West Road Allowance Boathouses (Court) – no update• OCP (Argue) – No further update since January.• EMO Bylaw / Plan – No further update since January.• Digitization Modernization Court) - Microsoft 365 established and work in progress. Proposed Electronic File Structure (partial) was provided for information and suggestions.• Bylaw Updates (Argue) – no update• Village Beautification (Ganshorn) – no further updates.	
2026-044	Budget	Ganshorn/Court That the 2026 Budget be approved as amended and further that we set a mill rate of 1.89 mills from 1.8 mills.	Carried
2026-045	Closure of Boat Launch	Court/Ganshorn That we do not proceed with putting the gate up at the boat launch for 2026 on a trial basis and that the subject matter be revisited in spring of 2027.	Carried
2026-046	Order to Remedy	It is noted that council received an email as a follow up to the Order to Remedy. The matter shall be monitored and reported back to council at their next regular meeting	

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2026-047	ADMIN-002	Court/Ganshorn That policy #ADMIN-002, Council & Employee Compensation be approved and adopted as amended (date to be updated).	Carried
2026-048	Groundskeeper Contract	Ganshorn/Court That the contract terms for the 2026 seasonal groundskeeper be approved as amended.	Carried
2026-049	Groundskeeper Offer	Court/Ganshorn That Emilee Oleynick be offered the seasonal groundskeeper position for the 2026 summer season, as per the approved terms of the contract.	Carried
2026-050	Spring Newsletter	Council discussed topics to be included in the spring newsletter.	
2026-051	Annual Task List	Council reviewed the annual task list of administration and maintenance activities and assessed progress.	
2026-052	Correspondence	The letter from Canada Building Fund be filed as information.	
2026-053	Next Meeting	Regular Meeting of Council – May 3 2026, 1pm at 57 Mountain Drive, Sunset Cove Spring village tour to be conducted in early May.	
2026-054	Adjournment	Ganshorn That this meeting be adjourned. Time: 3:41 p.m.	Carried

Mayor

Administrator