



# Summer Village of Sunrise Beach

## Agenda Summary

### August 11, 2025 Special Council Meeting

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#### 1. Call to Order

##### **Overview:**

Under the Local Authorities Election Act (LAEA), Section 9(1) states:

“A person elected under this Act, unless otherwise disqualified from remaining in office, holds office from the beginning of the organizational meeting of the elected authority following the general election to immediately before the beginning of the organizational meeting of the elected authority after the next general election.”

Until that happens the existing council remains in office and retains all powers.

#### 2. Adoption of Agenda

##### 2.1 Special Council Meeting Agenda – August 11, 2025

*Recommendation: Motion to adopt*

**Page(s): 5**

##### **Overview:**

Under the **Municipal Government Act (MGA) of Alberta, Section 194(5)** states:

“No matter other than that stated in the notice calling the special council meeting may be transacted at the meeting unless all the councillors are present and the council agrees unanimously to deal with the matter in question.”

##### **Recommended Motion:**

MOVED BY Councillor ( ) that Council adopts the August 11, 2025, Special Council Meeting agenda as presented.

#### 3. Adoption of Council Minutes

N/A

#### 4. Appointments

N/A

#### 5. Bylaws

N/A

**6. Business****6.1 CAO Transition Direction***Recommendation: Discussion and direction from Council**Page(s): N/A****Overview:***

Council has indicated they would like to provide the newly appointed Chief Administrative Officer (CAO) with direction on specific matters they wish to have researched, clarified, or prepared in advance of the upcoming Organizational Meeting scheduled for August 26, 2025.

The purpose of this discussion is to ensure that Council priorities and information needs are clearly communicated to Administration, allowing adequate time for the CAO to compile the required background materials, reports, and recommendations. It is acknowledged that the time between the Special Council Meeting and the Organizational Meeting is limited, and that some requests may require additional research, review of existing contracts, and/or the preparation and issuance of requests for proposals (RFPs).

Administration will compile a list of requested items and timelines based on Council's discussion and will confirm expected deliverables, recognizing that some items may be completed after the Organizational Meeting due to research and procurement timelines.

***Recommended Motion:***

MOVED BY Councillor ( ) that Council direct the Chief Administrative Officer to prepare and provide, to the extent possible within available timelines, the information, reports, and background materials as discussed during the Special Council Meeting, with any outstanding items to be delivered to Council as soon as reasonably practicable following the August 26, 2025 Organizational Meeting.

**6.2 Quotation – Asphalt Repairs***Recommendation: Discussion and direction from Council**Page(s): 6-11****Overview:***

Deputy Mayor Mike Benson has requested that a quotation for asphalt repairs be added to the Special Council Meeting agenda for Council's review and discussion.

The purpose of this agenda item is to allow Council to consider the scope, cost, and timing of proposed asphalt repair work within the Summer Village. Reviewing this quotation will enable Council to determine whether to proceed with the work, seek additional quotations, or defer the project for consideration during the 2026 budget deliberations.

In addition to the quotation provided, there may be alternative repair options worth exploring — such as the use of recycled asphalt millings. This option is typically less expensive than new asphalt and can be advantageous in areas subject to frequent freeze/thaw cycles, as the material allows for greater flexibility and may integrate better with the existing road base. Council may wish to direct Administration to obtain comparative cost and performance information before finalizing a decision.

If Council wishes to move forward, Administration can proceed with obtaining any additional required quotations and/or options before a decision is made or schedule the repairs as stated in the quotation provided.

***Recommended Motion:***

MOVED BY Councillor ( ) that Council accept the quotation for asphalt repairs as presented and direct the Chief Administrative Officer to proceed with the work.

Or

MOVED BY Councillor ( ) that Council direct the Chief Administrative Officer to obtain additional quotations and/or options for asphalt repairs and bring a report back to Council with recommendations for approval.

7. **Financial**

N/A

8. **Councillor Reports**

N/A

9. **Administration Reports**

N/A

10. **Correspondence & Information**

N/A

11. **Open Floor Discussion with Gallery**

N/A

12. **Closed Session**

N/A

13. **Adjournment**

***Recommended Motion:***

MOVED BY Councillor ( ) that the August 11, 2025, Special Council Meeting be adjourned at (time).

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**Next Meetings:**

Organizational Meeting	August 26, 2025
Regular Council Meeting	August 26, 2025
Regular Council Meeting	September 23, 2025
ASVA Conference	October 16 & 17, 2025
Regular Council Meeting	October 28, 2025
Regional Munis Meeting	November 25, 2025

Summer Village of Sunrise Beach  
Special Council Meeting Agenda  
August 11, 2025 at 7:00 pm  
Myrna Noyes Community Hall  
63 Lakeshore Drive, Sandy Beach, AB

1. Call to Order
2. Adoption of Agenda
  - 2.1 Special Council Meeting Agenda – August 11, 2025  
*Recommendation: Motion to adopt*
3. Adoption of Council Minutes  
N/A
4. Appointments  
N/A
5. Bylaws  
N/A
6. Business
  - 6.1 CAO Transition Direction  
*Recommendation: Discussion and direction from Council*
  - 6.2 Quotation – Asphalt Repairs  
*Recommendation: Discussion and direction from Council*
7. Financial  
N/A
8. Councillor Reports  
N/A
9. Administration Reports  
N/A
10. Correspondence  
N/A
11. Open Floor Discussion with Gallery  
N/A
12. Closed Session  
N/A
13. Adjournment  
N/A



26765 Ellis Road, Acheson, Alberta T7X 6N3  
 Phone (780) 490-7283 Fax (780) 490-7117  
[www.performancepaving.com](http://www.performancepaving.com)

## QUOTATION

**TO:** Summer Village of Sunrise  
 4212 - 51 Street  
 Onoway, Alberta T0E 1V0

**RE:** Asphalt Repairs  
**SITE:** Summer Village of Sunrise  
 4212 - 51 Street

**15967**

**July 23, 2025**

**ATTN:** Mike Benson

**PHONE:** (780) 278-2373

**EMAIL:** mikeforcouncil21@gmail.com

**FAX:**

Performance Paving Services Inc. ("Performance") are pleased to submit this quotation with our **Standard Terms and Conditions** on the reverse which Quotation is open for acceptance for twenty-one (21) days from the date hereof and may be withdrawn before acceptance:

### Item #1 – Asphalt Repairs

- Sawcut & excavate to a depth of 50 mm below grade & remove all material off site
- Fine grade, shape & compact existing base
- Supply, place, & compact 50 mm of 10 mm HT aggregate hot mix asphalt
- Clean & remove all work-related debris

**Based on up to 25 Square Metres**

**\$4,880.00**

**Thank you for the opportunity to submit this proposal, if you have any further questions or concerns, please call us at (780) 490-7283**

ACCEPTANCE – Duplicate of this quote must be signed and returned to us. By signing your acceptance, you agree to the terms set out above and the Standard Terms and Conditions in the reverse hereof. If signing as agent, you represent you have the Site Owner's authorization. The above prices are subject to additions of Goods and Services Tax

**PERFORMANCE PAVING SERVICES INC.**

**Site Owner's Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Name & Position:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Per:** \_\_\_\_\_

**Tom Coutts**

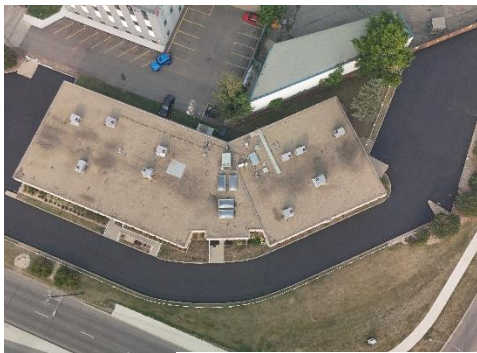
**Phone : (780) 777-0440 / E-mail : [tcoutts@performancepaving.com](mailto:tcoutts@performancepaving.com)**

*"Now That's Performance!"*

## STANDARD TERMS AND CONDITIONS

1. **Additional Charges.** The price quoted shall be amended using the rates quoted based on actual site dimensions and actual quantity of material delivered.
2. **Time for Completion of the Work.** Unless otherwise agreed on page 1, there is no set time by which the work will be completed or even whether it will be completed during the normal greater Edmonton area paving season, May to October ("Paving Season"). If a project is carried over to a subsequent Paving Season and Performance's cost of material and/or fuels have increased since the date of the Quotation, then the price quoted shall be increased by the amount of any such increases. Performance will supply a revised quote which if not accepted in twenty-one (21) days will release Performance of any obligation to perform further work and will cause all holdback and other monies due Performance to immediately become due and payable.
3. **Owners Obligations.** Unless otherwise agreed on page 1, the Owner shall be responsible for:
  - a. Setting out the site layout for elevation and grade requirements using grade stakes or other generally accepted survey devices;
  - b. Any deficiencies associated with or arising from an improperly prepared base, unless Performance has specifically agreed to perform base preparation;
  - c. Barricading the site for the safe conduct of the work;
  - d. Providing night lighting if the work is required to be performed after day light hours;
  - e. Obtaining municipal approval including any curb crossing and OSCAM permits if there is to be any interference with the public use of public property or roads and installing appropriate traffic warning devices;
  - f. All necessary water removal from the site;
  - g. All necessary hand excavation work e.g. around utility installations;
  - h. Advising Performance of the location of all existing utility installations by having Alberta First Call attend at the site and mark all existing utility lines;
  - i. Installation of catch basins, man-holes and other underground utilities;
  - j. Any trenching requirements for electrical or other trades;
  - k. Any soil testing;
  - l. Any shoring or bracing requirements e.g. for open excavations;
  - m. Any demolition or removal of buildings, fences or other improvements;
  - n. Supply and installation of granular or other material.
4. **Road Bans.** If an Owner requires the work to be performed when road bans are in effect, Performance retains the right to increase the price for the work to cover additional costs arising from such road bans.
5. **Payment.** Interest at Two (2%) percent per month (Twenty-Four (24%) per annum), shall accrue on all unpaid monies owing to Performance from and after Thirty (30) days after date of invoice. In the event of default in payment, the Owner shall be liable for Performance's legal fees on a solicitor and his own client full indemnity basis and including Five Hundred (\$500.00) Dollars for the registration and subsequent discharge of any Builders Lien registered due to failure to make timely payment.
6. **Warranty.** Performance warrants for a period of one (1) year from completion of the work that its workmanship and materials are fit for the purpose intended and are of merchantable quality. This warranty excludes damage arising from: improper or inadequate sub-grade or base preparation by others; loads exceeding the paving structure design; use of the site for other than the purpose intended; acts of third parties and acts of God.
7. **Indemnity.** The Owner agrees to indemnify and save harmless Performance from and against any and all liability which Performance might incur as result of the Owner or any of the Owner's employees, agents or contractors; breach of any term of this Agreement, failure to warn Performance of any risks or dangers associated with the site including the condition thereof, and any negligent act or omission or willful misconduct.
8. **Limitation of Liability.** The Owner agrees that the work to be performed by Performance may be interrupted, interfered with, delayed or made undeliverable by causes beyond the control of Performance, including the acts or omissions of the Owner's employees, agents and independent contractors. Performance will not be liable for any loss or damages suffered by the Owner arising from such causes. The Owner further agrees that any loss or damage suffered or incurred by the Owner arising from the acts or omissions of Performance and for which Performance is liable hereunder may be difficult to ascertain and accordingly the maximum liability to Performance for any and all such claims shall be limited to Ten Thousand (\$10,000.00) Dollars, notwithstanding any other provisions herein. Neither party will be liable to the other party for special, indirect, incidental or consequential damages, exemplary or punitive damages, loss of goodwill or business profits, and any and all other commercial damages or losses.
9. **Force Majeure.** Neither party will be held responsible for any claim, loss, default or damages caused by any matter beyond the reasonable control of that party, and notwithstanding the generality of the foregoing, including fire, acts of God, Government actions, labour interruptions, power or utility interruptions and delays in transportation.
10. **General Provisions.** Notice - Any notices between the parties shall be sufficiently given if delivered, faxed or e-mailed to the parties at that parties address set out on Page 1. Any notice so given shall be deemed to be received on the day of delivery, fax, or e-mail. Entire Agreement - Other than for change orders or revised quotes in writing, this Agreement constitutes the entire agreement between the parties pertaining to the subject matter hereof and supersedes all prior and contemporaneous agreements, understandings, negotiations and discussions, whether oral or written. There are no warranties, representations or other agreements between the parties in connection with the subject matter of this agreement except as specifically set forth or permitted herein.





**CELEBRATING 25 YEARS!**

***Performance Paving  
Services Inc.***

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## **Our Company**

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At Performance Paving Services Inc. (PPSI), our goal is to exceed client expectations in quality and service, meeting client demands on time and at a fair price. With a strong focus to deliver high quality service, we build strong client relationships that last well into the future.

PPSI is located just west of Edmonton in Acheson, Alberta. Our locally owned and operated company has built a solid reputation on providing commercial, industrial, and residential construction services to Edmonton and the surrounding areas for over 25 years. From its inception, PPSI has developed strong, stable partnerships with many clients by offering them a full range of diversified services through a safe and progressive work environment.

Our management team is hands on and very involved in day-to-day operations enabling us to be highly responsive to our client inquiries.

At PPSI, we are passionately committed to creating a working environment that makes safety our number one priority. Our company is fully insured and follows practices and guidelines that ensure on-the-job safety. Our safety program is recognized and audited by the Alberta Construction Safety Association by participating in their Certificate of Recognition (C.O.R) Program. PPSI has become an established member in the Alberta construction industry through their continued participation in the Alberta Workers' Compensation Board's "Partnerships in Injury Reduction Program". Through these programs, we strongly believe that the best results are to be achieved for our valued clients and staff.

As a community minded organization PPSI, and all of our employees, actively participates in the communities in which we live and in the industry in which we work. Our community involvement includes co-hosting an annual golf tournament to support the Cross Cancer Society, providing sponsorships to various sports programs, and donating goods and services to numerous other charitable events throughout the year. It is our collective belief that these efforts to assist our community reward a company and its employees in a manner that cannot be materially valued. We enjoy giving back and will continue to do so.

Performance Paving Services Inc. is dedicated to and focused on providing quality service while maintaining a safe work environment for all parties involved. We remain a positive influence in our communities and strive for excellence in all of our services.

### **VISION STATEMENT**

Creating a legacy of excellence by enhancing our community as a valued and respected partner to our clients

### **MISSION STATEMENT**

Build on a tradition of trust and integral relationships with a passionate drive to exceed expectations providing our industry with superior quality and service

*"Now That's Performance!"*



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## **Our Team**

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### **Daniel Champagne, President**

Mr. Champagne, Founder of Performance Paving in 2000, has been in the paving and construction industry for over 45 years. Prior to Performance Paving Dan was a partner at Mid-City Contracting. Dan is currently involved in sales and customer relations within our organization.

### **Ryan Balanecki, Vice President**

Mr. Balanecki has over 25 years within the construction industry and became part of our initial team when Performance Paving was created. In 2020, he became a full-time partner of our company. Ryan is responsible for overseeing all aspects of the company such as finances, operations, and sales.

### **Pasquale DeLuca - Controller**

Mr. DeLuca joined our team as Controller in 2012 bringing 20 years of financial management and project accounting experience. Prior to joining PPSI, Pasquale worked in the entertainment industry overseeing the company's financial accountabilities and managing high profile projects. For PPSI, Pasquale continues to manage the full cycle accounting process.

### **Ed Brown, Operations Manager**

Mr. Brown joined Performance Paving as Operations Manager in 2019 bringing 20 years' experience as superintendent / foreman in the construction industry. With his hands-on experience, Ed focusses his attention on field operations and supervision of all crews and field staff to complete our projects on time and on budget.

### **Nathan Beeler, Sales Manager**

Mr. Beeler has been with our team for the past 10 years starting as the Operations Manager and now applying his knowledge and experience as the Sales Manager. Nathan brings 20 years of sales and customer service expertise to our organization, managing client relations, coordinating all project estimates and sales.

### **Allan Balanecki, Safety Coordinator**

Mr. Balanecki has been with our safety coordinator for the past 5 years. Certified as an Alberta Construction Safety Association Construction Safety Officer, Allan ensures that our operation meets all of the industry safety standards and provides our valued employees with the training, policies, and PPE required to perform their jobs in a safe and supportive work environment.

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## **Our Services**

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### **ASPHALT SERVICES**

Asphalt Overlay  
Asphalt Capping & Repair  
Asphalt Milling  
Driveway Construction  
Parking Lot Construction  
Subdivision Construction  
Pathway Construction  
Pothole Repairs  
Driveway Sealing

### **SITE SERVICES**

Grading & Graveling  
Base Stabilization  
Major Site Excavation  
Grade Beam Excavation  
Basement Excavation  
Roadway Excavation  
Catch Basin Installation  
Sewer Line Installation  
Demolition

### **SEASONAL SERVICES**

Power Sweeping  
Line Painting  
Hot/Cold Pour Crack Sealing  
Parking Lot Snow Removal  
Sidewalk Snow Removal  
Parking Lot Sanding

### **CONCRETE SERVICES**

Concrete Sidewalks  
Concrete Curb & Gutter  
Concrete Pads  
Concrete Driveways  
Retaining Wall Construction  
Concrete Saw Cutting  
Concrete Curb Crossings  
Exposed Aggregate  
Coloured Stamped Pattern

### **LANDSCAPING SERVICES**

Landscape Design  
Fountain & Pond Installation  
Topsoil & Sod Installation  
Tree Planting  
Flower Bed Construction  
Dry Creek Bed Construction  
Paving Stone Installation  
Drainage & Irrigation Systems  
Fence Installation

### **ADDITIONAL SERVICES**

Project Management  
Hired Equipment Rentals  
Tandem & End Dump Hauling  
Equipment Transport  
General Labour

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