

**REGULAR MEETING AGENDA  
SUMMER VILLAGE OF HALF MOON BAY  
MAY 30, 2023 @ 9:00 A.M.**

**A. CALL TO ORDER**

**B. AGENDA**     - additions/deletions  
                      - adoption

**C. ADOPTION OF MINUTES** - Regular Meeting Minutes, April 25, 2023

**D. INFORMATION ITEMS**

- 1) Accounts Payable Report
- 2) Public Works Report
- 3) Development Update
- 4) CAO Report

**E. TABLED ITEMS**

**1) Council & Legislation**

- a) Dog Bylaw
- b) Community Standards Bylaw

**F. REQUEST FOR DECISION**

**1) Council & Legislation**

- a) Association of Summer Villages of Alberta Conference
- b) Association of Summer Villages of Alberta Silent Auction
- c) Burning and Fire Pit Bylaw

**2) Public Works**

- a) Fleet Replacement Policy

## **G. COUNCIL, COMMITTEES, AND CORRESPONDENCE**

### **1) Council Reports**

- a) Mayor Johnston
- b) Deputy Mayor Remington
- c) Councillor Pashak

### **2) Committee Reports**

- a) Julie Maplethorpe, Summer Village of Jarvis Bay
  - Town of Sylvan Lake Library Board
  - Parkland Regional Library Board

### **3) Upcoming Meetings**

- a) Council Meeting – July 11, 2023

## **H. ADJOURNMENT**

Summer Village of Half Moon Bay  
Regular Meeting Minutes  
April 25, 2023

C-1

*Minutes of a Regular Council Meeting of the Summer Village of Half Moon Bay, Province of Alberta, held April 25, 2023, in the Summer Villages on Sylvan Lake Administration Office at Sylvan Lake, Alberta.*

<b>PRESENT</b>	Mayor:	Jon Johnston via Zoom
	Deputy Mayor:	Andrea Remington via Zoom
	Councillor:	Mike Pashak
	CAO:	Tanner Evans
	Development Officer:	Kara Kashuba
	Public Works Manager:	Owen Olynyk
	Finance Manager:	Tina Leer
	Recording Secretary:	Teri Musseau

**CALL TO ORDER**    The Meeting was called to order at 9:01 a.m. by Mayor Johnston.

**AGENDA APPROVAL**

**HMC-23-028**            MOVED by Councillor Pashak that the agenda be adopted as presented.  
CARRIED

**CONFIRMATION OF MINUTES**

**HMC-23-029**            MOVED by Councillor Pashak that the minutes of the Regular Meeting of Council held on March 8, 2023, be approved as presented.  
CARRIED

**HMC-23-030**            MOVED by Councillor Pashak that the minutes of the Special Meeting of Council held on April 5, 2023, be approved as presented.  
CARRIED

**INFORMATION ITEMS**

- 1) Accounts Payable
- 2) Quarterly Financial Report
- 3) Public Works Report
- 4) Development Update
- 5) CAO Report

**HMC-23-031**            MOVED by Deputy Mayor Remington that the information items be accepted as presented.  
CARRIED

**TABLED ITEMS**

**COUNCIL & LEGISLATION**

**Bylaw #175-23**            Dog Control Bylaw  
**HMC-23-032**            MOVED by Councillor Pashak that Administration amend the Dog Control Bylaw #175-23 as discussed and Council email the bylaw out for comment from residents.  
CARRIED

**Bylaw #162-21**      Community Standards Bylaw  
**HMC-23-033**      MOVED by Mayor Johnston that Administration amend the Community Standards Bylaw #162-21 as discussed and Council email the bylaw out for comment from residents.  

CARRIED

REQUESTS FOR DECISION

FINANCE

**Bylaw #174-23**      Mill Rate Bylaw  
**HMC-23-034**      MOVED by Mayor Johnston that Council give 1<sup>st</sup> reading to the Mill Rate Bylaw #174-23.  

CARRIED

**HMC-23-035**      MOVED by Councillor Pashak that Council give 2<sup>nd</sup> reading to the Mill Rate Bylaw #174-23.  

CARRIED

**HMC-23-036**      MOVED by Deputy Mayor Remington that Council by unanimous consent give 3<sup>rd</sup> reading to the Mill Rate Bylaw #174-23 at this meeting.  

CARRIED UNANIMOUSLY

**HMC-23-037**      MOVED by Mayor Johnston that Council give 3<sup>rd</sup> and final reading to the Mill Rate Bylaw #174-23.  

CARRIED

**HMC-23-038**      Surplus Distribution  
MOVED by Councillor Pashak that Council distribute \$35,510.84 of accumulated surplus as follows:

RESERVE	AMOUNT
General Contingency Reserve	\$35,510.84
Roads, Streets, etc.	\$ 5,550.00
Infrastructure	-\$ 5,550.00
	CARRIED

**HMC-23-039**      Admin Building Improvements Capital Project Amendment  
MOVED by Councillor Pashak that Council approve the request to increase the capital budget and MSI grant application amount by \$774.00.  

CARRIED

COUNCIL & LEGISLATION

**HMC-23-040**      Fire and Burning Bylaw  
MOVED by Mayor Johnston that Administration amend the Fire and Burning Bylaw as discussed and bring to the next meeting.  

CARRIED

PUBLIC WORKS

**Bylaw #176-23**      Traffic Bylaw  
**HMC-23-041**      MOVED by Mayor Johnston that Council table the Traffic Bylaw #176-23 for further consideration.  

CARRIED

COUNCIL REPORTS

- Mayor Johnston
- No reports
- Deputy Mayor Remington
- No Reports
- Councillor Pashak
- Sylvan Lake Regional Water & Wastewater Commission – written report
  - SLRWWC South Shore Line Project – written report
  - Association of Summer Villages of Alberta – written report
  - Alberta Municipalities – written report

COMMITTEE REPORTS

- Julie Maplethorpe, Summer Village of Jarvis Bay
- Town of Sylvan Lake Library Board
  - Parkland Regional Library Board

CORRESPONDENCE

- Association of Summer Villages of Alberta
- SRVS Invasive Species

**HMC-23-042**                      MOVED by Mayor Johnston that the Council, Committee, and Correspondence items be accepted as information.  
CARRIED

NEXT MEETING

**HMC-23-043**                      MOVED by Mayor Johnston that the next meeting of Council be held May 30, 2023, at 9:00 a.m.  
CARRIED

ADJOURNMENT

**HMC-23-044**                      MOVED by Mayor Johnston that being the agenda matters have been concluded, the meeting adjourned at 11:35 a.m.  
CARRIED

\_\_\_\_\_  
JON JOHNSTON, MAYOR

\_\_\_\_\_  
TANNER EVANS, CAO

**Summer Village of Half Moon Bay****Administration and Finance****May 23, 2023****Information Item****Agenda Item: *Accounts Payable Update*****Background:**

Total payables processed and presented to Council     \$ 19,513.63

The following list identifies any payments over \$3,000 and monthly costs:

- |                                   |             |
|-----------------------------------|-------------|
| 1. Summer Village of Norglenwold  | \$ 8,614.42 |
| a. March 2023 Muni Specific Costs |             |
| b. March 2023 Shared Costs        |             |
| 2. Summer Village of Norglenwold  | \$ 4,276.37 |
| a. April 2023 Muni Specific Costs |             |
| b. April 2023 Shared Costs        |             |

**Council Expense Claims Report:****March Expense**

- |                    |           |
|--------------------|-----------|
| ▪ Jon Johnston     | \$0       |
| ▪ Andrea Remington | \$ 300.00 |
| ▪ Mike Paskak      | \$ 300.00 |

**April Expense**

- |                    |           |
|--------------------|-----------|
| ▪ Jon Johnston     | \$0       |
| ▪ Andrea Remington | \$0       |
| ▪ Mike Paskak      | \$ 539.92 |

**Administrative Recommendations:**

Council to accept as information.

**Authorities:**

MGA 207 (c): The chief administrative officer advised and informs the council on the operations and affairs of the municipality.

Date Printed  
2023-05-17 12:43 PM

**Summer Village of Half Moon Bay**  
**List of Accounts for Approval (Detailed)**  
Batch: 2023-00028 to 2023-00033

Page 1

Bank Code - NewAcct - New Main Bank Code

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>120</b> SDAB-11242022	<b>2023-04-30</b>	<b>Bergman, William</b> 261-000-215 - SDAB Costs	SDAB-Nov.24/22 Rec'd Apr	150.00	150.00
<b>121</b> 25049	<b>2023-04-30</b>	<b>Alberta Parking Lot Services</b> 232-000-250 - Road Maintenan 312-000-260 - GST Paid Refund	Apr 22nd-Roadway Sweepir GST Tax Code	1,235.00 61.75	1,296.75
<b>122</b> 19430	<b>2023-04-30</b>	<b>Al's Bobcat &amp; Trucking</b> 232-000-255 - Plowing Program 312-000-260 - GST Paid Refund	Mar 1-9 Snow Remove/San GST Tax Code	1,083.00 54.15	1,137.15
<b>123</b> 44896	<b>2023-04-30</b>	<b>Empringham Disposal Corp</b> 243-000-200 - Contracted Servic 312-000-260 - GST Paid Refund	Mar 2023 Bi Weekly Collect GST Tax Code	180.90 9.05	189.95
<b>124</b> 230242	<b>2023-04-30</b>	<b>Parkland Regional Library</b> 274-000-850 - Parkland Region 312-000-260 - GST Paid Refund	2nd Quarter Requisition GST Tax Code	80.94 4.05	84.99
<b>125</b> 33838	<b>2023-04-30</b>	<b>Penney Steamers</b> 232-000-530 - Ditch & Culvert Pi 312-000-260 - GST Paid Refund	Snake/Steam Multiple Culve GST Tax Code	375.00 18.75	393.75
<b>126</b> IVC0013809	<b>2023-04-30</b>	<b>Red Deer County</b> 232-000-250 - Road Maintenan 312-000-260 - GST Paid Refund	Dust Suppression GST Tax Code	833.33 41.67	875.00
<b>127</b> 1685	<b>2023-04-30</b>	<b>Triangle Construction</b> 232-000-260 - Tree Removal 312-000-260 - GST Paid Refund	Removed Logs From Reser GST Tax Code	475.00 23.75	498.75
<b>128</b> 8962	<b>2023-04-30</b>	<b>Wild Rose Assessment Service</b> 212-400-232 - Assessment Fees 312-000-260 - GST Paid Refund	Assessment Fees-Apr.1-Jur GST Tax Code	700.00 35.00	735.00
<b>129</b> 3064	<b>2023-05-17</b>	<b>Lamb, Adam &amp; Christina</b> 461-000-520 - Completions Depi	Completions Deposit Refun	500.00	500.00
<b>130</b> 46974	<b>2023-05-17</b>	<b>Empringham Disposal Corp</b> 243-000-200 - Contracted Servic 312-000-260 - GST Paid Refund	Apr 2023 Bi Weekly Collecti GST Tax Code	180.90 9.05	189.95
Total Computer Cheque:					6,051.29

**EFT**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>50</b> 2023-00036	<b>2023-03-31</b>	<b>Summer Village of Norglenwold</b> 226-000-200 - Enforcement 226-000-200 - Enforcement 226-000-200 - Enforcement 226-000-200 - Enforcement 212-400-232 - Assessment Fees 226-000-200 - Enforcement 226-000-200 - Enforcement	ATB MC-Fountain Tire-Brak ATB MC-911 Supply-Body A ATB MC-911 Supply-Tactica UFA-Feb-Fuel-Bylaw Office RARB Membership ATB MC-Mobil 1 Lube-Oil C ATB MC-ESSO-Truck Wash	135.29 387.59 21.60 101.87 400.00 20.73 2.59	

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**Summer Village of Half Moon Bay  
List of Accounts for Approval (Detailed)**  
Batch: 2023-00028 to 2023-00033

Page 2

		EFT			
Payment #	Date	Vendor Name			
Invoice #		GL Account	GL Transaction Description	Detail Amount	Payment Amount
		226-000-200 - Enforcement	ATB MC-Intercon Messagin	17.85	1,087.52
2023-00042		212-400-231 - Audit Fees	Metrix-2nd Audit Billing-Yea	4,698.91	4,698.91
2023-00046		212-100-110 - Salaries	SALARIES	2,402.65	
		212-100-130 - Training	TRAINING	34.57	
		212-100-140 - Benefits	BENEFITS	81.75	
		212-100-210 - Travel & Subsis	Travel & Subsistence	22.71	
		212-100-211 - WCB	WCB	0.00	
		212-100-266 - PW Fleet	PW Fleet	4.11	
		212-200-215 - Postage/Freight/C	Postage/FreightCourier	0.00	
		212-200-500 - Printing Costs	Printing Costs	26.03	
		212-200-510 - Office Supplies	Office Supplies	43.98	
		212-300-217 - Phone/Fax/Intern	Phone/Fax/Internet	28.02	
		212-300-540 - Utilities	Utilities	86.06	
		212-300-250 - Facility Improvem	Facility Improvements	0.00	
		212-300-255 - Facility Maintena	Facility Maintenance	59.97	
		212-300-263 - Condominium Co	Condominium Costs	0.00	
		212-300-240 - Computer Softwa	Computer Software/Mtn	18.95	
		212-300-242 - IT Equipment	IT Equipment	5.45	
		212-300-265 - Equipment Mainte	Equipment Maintenace	0.00	
		212-300-270 - Equipment Renta	Equipment Rental	11.71	
		212-300-510 - Other Contingenc	Administrative Contingenc	2.03	
		212-300-530 - Building Insuranc	Building Insurance	0.00	2,827.99
			Payment Total:		8,614.42
<b>51</b>	<b>2023-04-30</b>	<b>Summer Village of Norglenwold</b>			
2023-00057		226-000-200 - Enforcement	Brownlee Law-Enforcement	72.68	
		226-000-200 - Enforcement	ATB MC-ESSO-Bylaw Truck	2.59	
		297-210-840 - Project-MSI Admi	Accelerated-Land Title Plan	38.45	
		297-210-840 - Project-MSI Admi	Rite-Way Fencing-Fencing /	409.16	
		226-000-200 - Enforcement	UFA-Bylaw Officer March Fi	126.05	
		226-000-200 - Enforcement	ATB MC-Intercon Messagin	7.35	
		226-000-200 - Enforcement	ATB MC-Amazon-Router-By	150.00	
		226-000-200 - Enforcement	Fountain Tire-BylawTruck-T	14.99	
		226-000-200 - Enforcement	ATB MC-CO-OP-Bylaw Truck	2.60	
		226-000-200 - Enforcement	UFA-Bylaw Officer April Fue	87.68	911.55
202300061		212-100-110 - Salaries	SALARIES	2,403.27	
		212-100-130 - Training	TRAINING	210.44	
		212-100-140 - Benefits	BENEFITS	89.45	
		212-100-210 - Travel & Subsis	Travel & Subsistence	30.61	
		212-100-211 - WCB	WCB	19.08	
		212-100-266 - PW Fleet	PW Fleet	5.18	
		212-200-215 - Postage/Freight/C	Postage/FreightCourier	0.59	
		212-200-500 - Printing Costs	Printing Costs	18.96	
		212-200-510 - Office Supplies	Office Supplies	28.43	
		212-300-217 - Phone/Fax/Intern	Phone/Fax/Internet	28.02	
		212-300-540 - Utilities	Utilities	63.39	
		212-300-250 - Facility Improvem	Facility Improvements	0.00	
		212-300-255 - Facility Maintena	Facility Maintenance	2.73	
		212-300-263 - Condominium Co	Condominium Costs	0.00	
		212-300-240 - Computer Softwa	Computer Software/Mtn	248.54	
		212-300-242 - IT Equipment	IT Equipment	94.18	
		212-300-265 - Equipment Mainte	Equipment Maintenace	9.32	
		212-300-270 - Equipment Renta	Equipment Rental	11.71	



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**Summer Village of Half Moon Bay**  
**List of Accounts for Approval (Detailed)**  
 Batch: 2023-00028 to 2023-00033

Page 3

EFT					
Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #		GL Account			
		212-300-510 - Other Contingenc	Administrative Contingenc	0.00	
		212-300-530 - Building Insuranc	Building Insurance	100.92	3,364.82
			Payment Total:		4,276.37
			Total Other:		12,890.79

OTHER					
Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #		GL Account			
<b>3432</b>	<b>2023-04-30</b>	<b>Epcor</b>			
MAR242023-533		272-000-544 - Recreation Shelte	Utilities	101.31	
		312-000-260 - GST Paid Refund	GST Tax Code	5.07	106.38
<b>3433</b>	<b>2023-04-30</b>	<b>Receiver General/OTH</b>			
CP3-23		312-000-262 - CRA Remuneratio	CPP-March Remuneration	2.00	2.00
<b>3457</b>	<b>2023-04-30</b>	<b>Epcor</b>			
APR272023-533		272-000-544 - Recreation Shelte	Utilities	396.91	
		312-000-260 - GST Paid Refund	GST Tax Code	21.10	418.01
<b>3458</b>	<b>2023-04-30</b>	<b>Epcor</b>			
MAR232023-693		272-000-544 - Recreation Shelte	Utilities	-9.39	
		312-000-260 - GST Paid Refund	GST Tax Code	3.28	-6.11
<b>3459</b>	<b>2023-04-30</b>	<b>Epcor</b>			
APR242023-693		272-000-544 - Recreation Shelte	Utilities	47.64	
		312-000-260 - GST Paid Refund	GST Tax Code	3.63	51.27
			Total Other:		571.55
			Total NewAcct:		19,513.63



# Council Expense Claim Form

NAME: Andrea Remington

POSITION: Deputy Mayor

MONTH ENDING: March-2023

Please follow the below steps for the formulas to work correctly.

1. Save this document to your desktop.
2. Right click the document, hover your mouse over "open with" then select "Adobe Acrobat".

## Village Business

RECEIVED

MAR 29 2023

DATE	EVENT	TIME SPENT	CLAIM	TOTAL
3/21/23	MPS - LUB Rewrite Meeting	1.5 hours	Deputy Mayor	\$ 100.00
3/8/23	Regular Council	3.0 hours	Deputy Mayor	\$ 100.00
1/18/23	Regular Council	2.5 hours	Deputy Mayor	\$ 100.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
				\$ 300.00

If event is other please type it in.

COPY

## Travel

DATE	EVENT	RETURN TRIP TOTALS (KM)	RATE	TOTAL
3/21/23	MPS - LUB Rewrite Meeting	0.00	\$0.68	\$ 0.00
3/8/23	Regular Council		\$0.68	\$ 0.00
1/18/23	Regular Council		\$0.68	\$ 0.00
	Select Event		\$0.68	\$ 0.00
	Select Event		\$0.68	\$ 0.00
	Select Event		\$0.68	\$ 0.00
	Select Event		\$0.68	\$ 0.00
	Select Event		\$0.68	\$ 0.00
	Select Event		\$0.68	\$ 0.00
	Select Event		\$0.68	\$ 0.00
	Select Event		\$0.68	\$ 0.00
				\$ 0.00

## Other Expenses

DATE	EXPENSE	SUBTOTAL	G.S.T	TOTAL
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00

MAYOR: \_\_\_\_\_

C.A.O: \_\_\_\_\_

TOTAL PAYABLE: \$ 300.00









The Westin Edmonton  
10135 100 St  
Edmonton, AB T5J 0N7  
Canada  
Tel: 780-426-3636 Fax: 780-428-1454



Mike Pashak  
Alberta Municipalities  
PLEASE COMPLETE  
CALGARY, AB, T3K 3T8  
AU4076 - AUMA Municipal Leaders Cacus M

Page Number : 1 Invoice Nbr : 1000278800  
Guest Number : 1485114  
Folio ID : A  
Arrive Date : 27-MAR-23 19:56  
Depart Date : 28-MAR-23 08:26  
No. Of Guest : 1  
Room Number : 946  
Marriott Bonvoy Number : 7288

Copy Tax Invoice

Tax ID : 777689332RT0001  
The Westin Edm YEGWI MAR-31-2023 08:03 MVIER728

Date	Reference	Description	Charges (CAD)	Credits (CAD)
27-MAR-23	RT946	Room Chrg - Grp - Association	195.00	
27-MAR-23	RT946	GST	10.04	
27-MAR-23	RT946	DMF	5.85	
27-MAR-23	RT946	Tour Levy	8.03	
27-MAR-23	RT946	Parking Self	20.00	
27-MAR-23	RT946	GST	1.00	
28-MAR-23	1999	In Room Dining	38.81	
28-MAR-23	VI	Visa-5449		

COPY

Approve EMV Receipt for VI - 5449: PIN Verified  
TC:0744C17B07A8017E IAD:06051203642000 TVR:8080008000  
AID:A0000000031010 Application Label:VISA CREDIT

+278.73  
-38.81  
HMB → 239.92

\*\* Total 278.73 -278.73  
\*\*\* Balance 0.00

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Continued on the next page

**Summer Village of Half Moon Bay****May 30, 2023****Public Works****Information Item****Agenda Item: *Public Works Report*****Background:**

The following will provide Council with an update on Public Works activities and initiatives:

- Public Works has had a kick-off meeting with the engineering teams for both the GIS implementation and road analysis capital projects.
- Stantec will begin the road analysis of the five Summer Villages on May 8<sup>th</sup>. Residents will not experience any traffic delays or obstructions.
- Public Works is currently looking at options and pricing for fire ban signs that can remain affixed to a traffic sign mount but remain hidden when fire bans are not active.
- Public Works has met with tree arborist and looked at work to be done that was brought up as concerns by Council.
- Area on RR21 to be dust controlled has been properly marked.
- Price of a electronic speed sign was quoted at \$6,698.79. Specifications are attached to this report.

**Options for Consideration:**

- 1) That Council accepts this report as information.

**Administrative Recommendations:**

That Council accept this report as information.

**Authorities:**

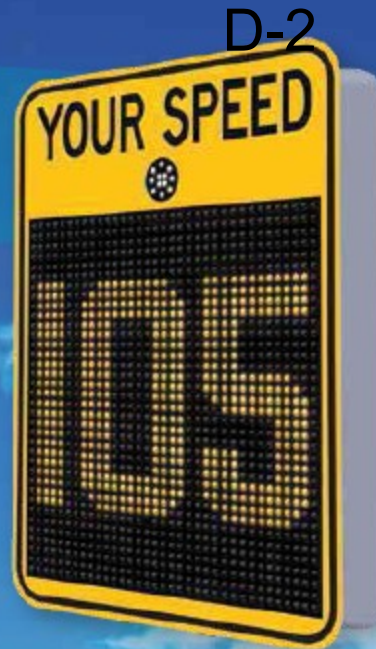
MGA 207 (c) "advises and informs the council on the operation and affairs of the municipality"



# SafePace® Evolution 15FM

The Traffic Logix SafePace® Evolution 15FM variable message sign is a versatile display sign that allows you to customize messaging to each driver's behavior.

The versatile Evolution 15FM variable messaging sign offers the ability to display custom text, graphics, or speed display all on the compact, lightweight sign face. The flexible sign offers the ability to display either driver speed in full 15" digits with speed activated digit color changes or your choice of driver responsive text or graphics on the full matrix speed display sign.



## EV 15FM Specifications

Digit Size	15"
Height	42"
Weight	28 lbs
24/7, 365 Scheduling	✓
Data Collection	✓
Solar Compatibility	✓
Battery Operated	✓
Custom Messaging	✓
Cloud Compatibility	✓
Trailer Compatibility	✓
Dolly Compatibility	✓
Hitch Compatibility	✓
Warranty	2 Years

## Features

Compact design offers **all the features** and visibility you'd expect from a full size variable message sign.

Allows for **animated text or graphics** such as moving arrows or a scrolling message.

Unique light enhancing, anti glare lens system provides **brilliant visibility** even in poor lighting.

**Dual Color Display:** LED digit color can be programmed to change based on driver speed

**Ultra low power consumption** including the most power-efficient radar technology available and optional solar power.

High strength aluminum sign face and individual **optical lenses to protect against vandalism or theft.**

**Stealth Mode** allows the sign to collect baseline traffic data while speed display appears blank to motorists.

Includes **integrated flashing speed violator strobe** to alert speeding drivers.

**Universal Mounting:** Optional mounting brackets let you use one sign at multiple locations with the turn of a key.





Feature	Specifications
<b>Dimensions</b>	
Digits	First digit: 15"(h) x 1.5"(w) Other digits: 15"(h) x 8"(w)
Unit with "YOUR SPEED" sign mounted	Full size sign: 42"(h) x 30"(w) x 5.625"(d)
<b>Sign Weight (includes "YOUR SPEED" sign (2 lbs) mounted)</b>	
AC Powered	28 lbs
Battery Powered Model	28 lbs (not including batteries)
Solar powered model	28 lbs (does not include batteries, solar panel or bracket)
<b>General Specifications</b>	
Operating Temperatures F (C):	-40° (-40°) to 185° (85°)
Full Matrix Sign with 3-Digit Speed Display	Miles per hour (mph) 3-99. Kilometers per hour (km/h) 5-160.
Faceplate	High-Intensity prismatic reflective sheeting on "YOUR SPEED" signs with black colored text. MUTCD approved colors and format
Communications	Bluetooth (standard). GSM/GPRS (optional, for use with SafePace Cloud)
Programming	SafePace® Pro management software SafePace® Cloud remote management 24/7 365 day unlimited programming and scheduling

Feature	Specifications
<b>Power Options (Electrical Specifications)</b>	
AC power input	100~240 V AC
DC power input	12 V DC
DC power options	- 12V, 18Ah Lead acid batteries. - 4 Cell, 12.8V, 15Ah Lithium-Ion Phosphate batteries
Solar panel option	50W solar panel
<b>Radar</b>	
Internal Radar:	Doppler (FCC approved)
Model	DF 300
Radar RF out	5 mW maximum
Radar f-center	24.125 GHz +/- 25 MHz
Pickup distance	Up to 1,200 feet
Beam angle	24° (vertical) x 12° (horizontal)
Beam polarization	Linear
<b>Display</b>	
LEDs	2069
Digits (Amber)	1024 LEDs: Color: Yellow (590 nm) Viewing angle at 50% IV: 30° Partial Flux (Brightness): 9000- 24000 Ev <sub>[lux]</sub> /LED
Digits (Red)	1024 LEDs: Color: Red (633 nm) Viewing angle at 50% IV: 30° Partial Flux (Brightness): 7100- 18000 Ev <sub>[lux]</sub> /LED
Speed Violator Strobe	21 LEDs: Color: White (2700 k - 6500 k) Viewing angle at 50% IV: 150° Luminous Flux: typically 33lm @ 4000 K Luminous Efficacy: typically 176 lm/W @4000 K
Ambient light sensor	1 sensor and automatic brightness adjustment
<b>Enclosure</b>	
Construction	Vandal resistant, lightweight polymer. Matte black front for reduced glare and maximum contrast. Light gray body to minimize heat absorption
Weatherproof Rating	Weatherproof, NEMA 4X-12, IP65 level compliant. Non-sealed and ventilated
<b>Warranty</b>	
Sign	2 years
Batteries	1 year



## **Summer Village of Half Moon Bay**

**May 30, 2023**

### **Planning and Development**

#### **Information Item**

#### **Agenda Item: *Development Update***

##### **Background:**

##### Development Permit Update:

Currently there are 92 development permits issued in the Summer Villages (25 in Birchcliff, 2 in Half Moon Bay, 19 in Jarvis Bay, 21 in Norglenwold, and 25 in Sunbreaker Cove).

##### **The following is the list in Half Moon Bay:**

49 Lakeview Road                      Demolition & Dwelling  
(*outstanding conditions*)

43 Lakeview Road                      Hot Tub  
(*site inspection complete, superior to be closed*)

##### **Closed since last Council meeting:**

32 Lakeview Road                      Dwelling Addition

##### **Administrative Recommendations:**

Council to accept as information.

##### **Authorities:**

Land Use Bylaw #123/13.

**Summer Village of Half Moon Bay****May 30, 2023****Information****Agenda Item: *CAO Report*****Background:**

- Half Moon Bay previously approved a capital project for a rewrite of our Land Use Bylaw. Unfortunately, while we discussed the price of \$31,311 and awarded the contract to Municipal Planning Services, when we approved the capital budget the costs were not included. Administration is now requesting a motion to amend the capital budget to include the \$31,311 costs to be paid from the General Contingency Reserve which currently has \$249,939.80 in it.

**Options for Consideration:**

1. Council accept as information.

**Administrative Recommendations:**

Accept as information.

**Authorities:**

MGA 207 (c) “advises and informs the council on the operation and affairs of the municipality”.

Expenses Anticipated	Capital Projects	Total 2023 Budget
	Road Analysis (46.6k total)	\$ 2,330.00
	GIS Implementation(All SV 10k total)	\$ 500.00
	Admin Bldg Improvements(64.1k total)	\$ 3,208.75
	Land Use Bylaw rewrite	
<b>Total Expenses</b>		<b>\$ 6,038.75</b>
<b>Funding Anticipated</b>		
	CCBF-Road Analysis (46.6k total)	\$ 2,330.00
	CCBF/RSV GIS Implementation(All SV 10k total)	\$ 500.00
	MSI Admin Bldg Improvements(64.1k total)	\$ 3,208.75
	Land Use Bylaw rewrite	
<b>Total Grants</b>		<b>\$ 6,038.75</b>
<b>Amount Required from Taxation</b>		<b>\$ -</b>

Approved April 5, 2023

## **Summer Village of Half Moon Bay**

**May 30, 2022**

### **Council & Legislation**

#### **Request for Decision**

#### **Agenda Item: *Dog Control Bylaw***

##### **Background:**

With the addition of our Bylaw Enforcement Officer, Administration has been reviewing bylaws to ensure they are enforceable and cohesive between the 5 Summer Villages.

The Dog Control Bylaw was given 1<sup>st</sup> reading at the March 2023 Council meeting but 2<sup>nd</sup> and 3<sup>rd</sup> readings were not given in order for the bylaw to be circulated to residents for comment. No comments have been received at the office and Administration is requesting Council give 2<sup>nd</sup> and 3<sup>rd</sup> readings to the Dog Control Bylaw at this meeting.

##### **Options for Consideration:**

- 1) Council give 2<sup>nd</sup>, and 3<sup>rd</sup> readings to the Animal Control Bylaw #175-23.
- 2) Council accept as information.

##### **Administrative Recommendations:**

- 1) That Council give 2<sup>nd</sup> reading to the Animal Control Bylaw #175-23.
- 2) That Council give 3<sup>rd</sup> and final reading to the Animal Control Bylaw #175-23.

##### **Authorities:**

Municipal Government Act, Section 7

A Council may pass bylaws for municipal purposes respecting the following matters:

(h) wild and domestic animals and activities in relation to them.

## SUMMER VILLAGE OF HALF MOON BAY DOG CONTROL BYLAW BY-LAW # 175-23

A Bylaw of the Summer Village of Half Moon Bay, in the Province of Alberta, to provide for the regulating, controlling and confinement of dogs.

WHEREAS pursuant to the provisions of sections 7 and 8 of the *Municipal Government Act*, 2000, Chapter M-26, as amended, a Municipal Council may pass By-laws respecting domestic animals and activities in relation to them;

AND WHEREAS, the Council of the Summer Village of Half Moon Bay deems it necessary to provide for the regulating, control and confinement of dogs running at large within the Summer Village;

NOW THEREFORE, the Council of the Summer Village of Half Moon Bay, in the Province of Alberta duly assembled enacts as follows:

### 1. **TITLE**

**1.1** This By-law may be known as “***The Dog Control By-law.***”

### 2. **INTERPRETATION AND APPLICATION**

**2.1** In the By-law unless the context otherwise requires:

- a) “***Administrator***” means the Administrator for the Summer Village of Half Moon Bay and whatever subsequent title may be conferred on that officer by Council or statute.
- b) “***Animal Shelter***” means a place or facility designated by the Administrator for the purpose of holding and caring for any dogs impounded under provision of this By-law.
- c) “***Animal Shelter Keeper***” means the owner or operator of an animal shelter.
- d) “***At Large***” means when a dog is off the premises of the owner’s property and is not under the control of the owner.
- e) “***Barking Disturbance***” mean when a dog creates a noise, by barking or otherwise, which persistently occurs or continues to such a degree or extent that it unreasonably interferes with the peace, comfort, or convenience of a person.
- f) “***Bite***” means a wound to the skin causing it to bruise, puncture or break.
- g) “***Biting***” means force applied by an animal by means of its mouth and teeth upon a person or other animal.
- h) “***By-law Enforcement Officer***” means a person or persons appointed as such by Council whose duties entail carrying out the provision of this By-law.

- i) **“Control of Dogs”** means that dogs are on a leash or otherwise restrained by a permitted leash held by a person, and that permitted leash is attached to a choke chain, collar or harness securely holding that animal. If it is difficult for a person to restrain the animal by a permitted leash, then the animal shall be deemed to be “at large” notwithstanding the presence of a permitted leash.
- j) **“Controlled Confinement”** means the confinement of a dog in a pen, cage, or building, or securely tethered in a manner that will not allow the dog to bite, harm or harass any person or dog.
- k) **“Damage to Property”** means damage to property other than the owner’s property and includes defecating or urinating on such property.”
- l) **“Day”** means a continuous period of twenty-four (24) hours.
- m) **“Dog”** means either a male or female canine.
- n) **“Kennel”** shall mean a dwelling, shelter, room, or place so considered housing or keeping four (4) or more dogs over the age of four (4) months with the provisions of this By-law.
- o) **“Owner”** means:
  - i. a natural person or body corporate who has legal title to the dog;
  - ii. a person who has the care, charge, custody, possession, or control of a dog;
  - iii. a person who owns or harbors a dog; or
  - iv. a person who claims and receives a dog from an animal shelter.
- o) **“Peace Officer”** means:
  - i. a member of the Royal Canadian Mounted Police;
  - ii. a member of a Municipal By-law Enforcement Officer; and
  - iii. a Peace Officer
- p) **“Permitted Leash”** means a leash adequate to control the dog to which it is attached, and which leash shall not exceed three (3) metres in length.
- q) **“Pound”** means such place as may, from time to time, be established for the impounding and keeping of dogs in accordance with the provisions of this By-law.
- r) **“Pound Keeper”** means any person or persons duly authorized to operate a pound and may include an Animal Control Officer.

- s) **“Running at Large”** means any dog that is that is:
  - i. off the premises of the Owner and not in an off-leash area; and
  - ii. not on a permitted leash held by a person able to control the dog.
- t) **“Summer Village”** means the Municipal Corporation of the Summer Village of Half Moon Bay, or the area contained within the boundary thereof as the context requires.

### 3. **REGULATIONS**

- 3.1 No dog shall be allowed to run at large in the Summer Village.
- 3.2 The owner of a dog must not leave the animal outside between the hours of 11:00 p.m. and 8:00 a.m. creating a barking disturbance.
- 3.3 The owner of a dog shall not permit the dog to be or become a public nuisance by:
  - a) biting, or attempts to bite a person;
  - b) biting, barking at, or chasing bicycles, automobiles, or other vehicles;
  - c) barking, howling, chasing people, or otherwise disturbing any neighbors;
  - d) causing damage to property;
  - e) causing harm (biting) to another dog; or
  - e) keeping a female dog which is in season (*in heat*) at any location where the dog is a source of attention and accessible to other dogs.
- 3.4 An owner of a dog who permits the dog to defecate on property other than his own shall remove forthwith any defecated matter deposited.
- 3.5 No person shall:
  - a) untie, loosen, or otherwise free a dog which has been tied or otherwise restrained which is not in distress unless such person has the authorization of the owner, and any person acting contrary to this section is guilty of an offence;
  - b) negligently or willfully open a gate, door, or other opening in a fence or enclosure in which a dog has been confined and thereby allow a dog to run at large in the Summer Village; and
  - c) no person shall tease, torment, annoy, abuse, or injure any dog, and any person who does so is guilty of an offence.

- 3.6 Breach of, or failure to comply with any of the requirements of Section 3 is an offence under this By-law which may result in prosecution or, in lieu thereof, require payment of a voluntary fine as set out in Schedule A attached hereto.
- 3.7 Kennel Operations
- i. shall not be permitted in the Summer Village of Half Moon Bay;
  - ii. the keeping of more than four (4) dogs over the age of four (4) months will be considered the operation of a kennel;
  - iii. if written complaints are received by the Summer Village or damage is proven as a result of the kennel, Council will direct the person operating the kennel to move or cease to operate the same;
  - iv. breach of, or failure to comply with Section 3.7 is an offence under this By-law which may result in prosecution or, in lieu thereof, require payment of a voluntary fine as set out in Schedule "A."

#### **4. DISEASE CONTROL (RABIES)**

- 4.1 The Owner of an animal that has caused a serious wound, or that the Owner has reason to suspect may have been exposed to rabies or another communicable disease, shall, in addition to any other duty imposed under the *Public Health Act*, immediately inform a By-law Enforcement Officer or Peace Officer:
- a) of the infliction of the serious wound or the suspicion of exposure to rabies or other communicable disease;
  - b) in the case of a serious wound, of the name and contact information for the person that has been wounded or the Owner of the animal that has been wounded, as applicable; and
  - c) whether the matter has been reported to the local community health centre, Public Health Inspector, or the Medical Officer of Health.
- 4.2 A By-law Enforcement Officer or Peace Officer that has reasonable ground to believe that an animal found at large may have, or has been, exposed to rabies or another communicable disease may confine the animal at an animal shelter, veterinary facility, or any other location as directed by the Medical Officer of Health or a Public Health Inspector.
- 4.3 A By-law Enforcement Officer or Peace Officer that has reasonable grounds to believe that an animal with the Summer Village has been exposed to rabies or another communicable disease shall report the matter to the Medical Officer of Health or a Public Health Inspector as soon as reasonably possible.



4.4 An Owner of an animal which is suffering from rabies or another communicable disease or who has been notified by the Summer Village that an Enforcement Officer has reasonable grounds to believe the animal has, or has been exposed to, rabies or another communicable disease shall:

- a) not permit the animal to be in any public place; and
- b) not keep the animal in contact with or in proximity to any other animal.

4.5 An Owner who fails to comply with any provision in this part is guilty of an offence.

## **5. CAPTURE AND IMPOUNDMENT**

5.1 A By-law Enforcement Officer or Peace Officer may capture and impound any dog in respect of which the Officer believes an offense under this By-law is being or has been committed.

5.2 The Animal Shelter Keeper shall report any apparent illness, communicable disease, injury, or unhealthy condition of any dog to an SPCA Officer and shall act upon his recommendations. The owner, if known, shall be held responsible for all charges resulting.

5.3 When necessary, the By-law Enforcement Officer or Peace Officer may, in attempting to capture a dog found to be in contravention of this By-law, employ the use of bait or any device or other suitable means to apprehend the dog, provided that:

- i. it is not prohibited by law; and
- ii. it is employed with due respect for humane treatment of the dog.

5.4 Where a dog is on any private property or premises, without the permission of the owner or occupant, the By-law Enforcement Officer or Peace Officer may, with the permission of the property or premises owner apprehend the dog.

## **6. INTERFERENCE AND OBSTRUCTION**

6.1 No person shall interfere with, hinder or impede an Animal Control Officer in the performance of any duty authorized by this By-law, and any person who does so is guilty of an offence.

6.2 No person, whether or not he is the owner of a dog which is being or has been pursued or captured, shall:

- i. interfere with or attempt to obstruct a By-law Enforcement Officer or a Peace Officer who is attempting to capture or who has captured a dog which is subject to being impounded pursuant to the provisions of this By-law; or

- ii. unlock or unlatch or otherwise open the vehicle in which dogs are kept for impoundment or have been placed so as to allow or attempt to allow a dog to escape therefrom.
- 6.3 Breach of, or failure to comply with any of the requirements of Section 6 is an offence under this By-law which may result in prosecution or, in lieu thereof, require payment of a voluntary fine as set out in Schedule A which is attached hereto.

## **7. RECLAIMING OF IMPOUNDED DOG**

- 7.1 An impounded dog may be kept at the shelter for a period of ninety-six (96) hours (Saturdays, Sundays and statutory holidays not included). During this period, the owner may reclaim the dog by paying the facility, during normal working hours, an impoundment fee and boarding fee as set out in Schedule "B" of this By-law, and by paying the impound facility directly any veterinarian fees incurred during the impoundment.
- 7.2 The dog can be retained for longer than ninety-six (96) hours if, in the opinion of the Administrator, the circumstances warrant the expense.
- 7.3 Subject to Section 7.2, any dog not reclaimed by the owner within a period of ninety-six (96) hours from the date of the impoundment (Saturdays, Sundays and statutory holidays not included) may be sold by the Animal Shelter Keeper provided such sale is not for the purpose of medical research or to a research laboratory. Any proceeds from the sale of the impounded animals shall be the property of the Summer Village.
- 7.4 The purchaser of a dog from the Shelter Keeper pursuant to the provisions of this By-law shall obtain full right and title to it and the right and title of the former owner of the dog shall cease there upon or on a cost recovery basis.
- 7.5 Any dog not reclaimed by the owner within a period of ninety-six (96) hours (Saturdays, Sundays and statutory holidays not included) from the date of the impoundment or sold by the Animal Shelter Keeper shall become the property of the Summer Village which will then instruct the Animal Shelter Keeper to destroy or otherwise dispose of the dog with no liability to the owner for the said disposition.

## **8. VIOLATION TAG**

- 8.1 The By-law Enforcement Officer or Peace Officer is hereby authorized and empowered to issue a Violation Tag to any person the By-law Enforcement Officer has reasonable and probable grounds to believe has contravened any provision of this By-law.

- 8.2 The Violation Tag shall be in such form as determined by the Administrator and shall state:
- i. the name and address of the offender if ascertainable;
  - ii. the offence and location;
  - iii. date of the offence;
  - iv. the appropriate penalty for the offence as provided in Schedule "A" of this By-law;
  - v. that the penalty must be paid within ten (10) days of the issuance of the Violation Tag; and
  - vi. any other information as may be required by the Administrator.
- 8.3 The Violation Tag may be issued to the Offender or Owner:
- i. either personally;
  - ii. by mailing a copy to such person at their last known address;
  - iii. by leaving it for the defendant at his residence with a person on the premises who appears to be at least eighteen (18) years of age; or
  - iv. upon retrieval of such person's dog from the Shelter.
- 8.4 Where a Violation Tag is issued pursuant to Section 8.1 of this By-law, the person to whom the Violation Tag is issued may, in lieu of being prosecuted for the offence, pay to the Summer Village the penalty specified on the Violation Tag.
- 8.5 Nothing in the By-law shall prevent the Summer Village By-law Enforcement Officer or Peace Officer from immediately issuing a Violation Ticket.

## **9. VIOLATION TICKETS**

- 9.1 In those cases where a Violation Tag has been issued and if the penalty specified on the Violation Tag has not been paid within the prescribed time, then a Summer Village By-law Enforcement Officer or Peace Officer is hereby authorized to issue a Violation Ticket pursuant to Part II of the *Provincial Offences Procedure Act*, RSA 2000, c P-34, as amended, to any person who the Summer Village By-law Enforcement Officer or Peace Officer has reasonable grounds to believe has contravened any provision of this By-law.
- 9.2 Notwithstanding Section 9.1 of this By-law, a Summer Village By-law Enforcement Officer or Peace Officer is hereby authorized and empowered to immediately issue a Violation Ticket pursuant to Part II of the *Provincial Offences Procedure Act*, RSA 2000, c P-34, supra, to any person who contravenes any provision of this By-law.
- 9.3 Any person to whom a Violation Ticket has been issued may make voluntary payment in respect to the Violation Ticket by delivering the Violation Ticket along with an amount equal to that specified

for the offence as set out in Schedule “A” of this By-law, to the Provincial Court office specified on the Violation Ticket.

10. **PENALTIES**

- 10.1 Any person who contravenes any provision of this By-law is guilty of an offence and is liable to a penalty as set out in Schedule “A” of this By-law.
- 10.2 Notwithstanding section 10.1 of this By-law, any person who commits a second offence under this By-law within one (1) year of committing the first offence may be liable to a fine of not less than nor more than the sum set out in Schedule “B” of this By-law, while a person who commits a third or subsequent offence under this By-law within one (1) year of committing the first offence may be liable to a fine of not less than nor more than the sum as set out in Schedule “B” of this By-law.
- 10.3 Where there has been a breach of this By-law, an Animal Control Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to Part 2 of the *Provincial Offences Procedure Act*, RSA 2000, c P-34, as amended.

11. **GENERAL**

- 11.1 Schedule A and Schedule B are attached hereto and shall form a part of this By-law.
- 11.2 Should any provision of this By-law be invalid, then such invalid provision shall be severed, and the remaining By-law shall be maintained.
- 11.3 This By-law shall come into effect on final reading and passing of the By-law.
- 11.4 This bylaw repeals and replaces By-law #90-99.

**READ** a first time this 8<sup>th</sup> day of March 2023.

Jonathan Johnston, Mayor

Tanner Evans, Administrator

**READ** a second time this 30<sup>th</sup> day of May 2023.

**READ** a third and final time this 30<sup>th</sup> day of May 2023.

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Jonathan Johnston, Mayor

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Tanner Evans, Administrator

**SCHEDULE “A”**

Amount which will be accepted by the Summer Village of Half Moon Bay in lieu of prosecution:

<b>SECTION</b>	<b>OFFENCE DESCRIPTION</b>	<b>PENALTY</b>
3.1	Owner of dog at large	\$200.00
3.2	Leaving dog outside between 11 pm and 8 am creating a barking disturbance	\$200.00
3.3 (a)	Owner of any dog which bites, or attempts to bite a person	\$500.00
3.3 (b)	Owner of any dog which bites at, barks at, or chases vehicles	\$100.00
3.3 (c)	Owner of any dog barking, howling, disturbing any neighbours, or chases people	\$200.00
3.3 (d)	Owner of any dog causing damage to property	\$250.00
3.3 (e)	Owner of any dog causing harm (biting) to another dog	\$250.00
3.3 (f)	Owner keeping a female dog which is in season at any location where the dog is a source of attention and accessible to other dogs	\$100.00
3.4	Failure of owner to remove defecation immediately from property which is not the Owner's property	\$100.00
3.5 (a)	Untying, loosening or otherwise freeing any dog without the Owner's consent	\$200.00
3.5 (c)	Teasing, tormenting, annoying, abusing or injuring any dog	\$200.00
4.4	Failure to quarantine rabid dog or dog exposed to rabies or any other communicable disease	\$500.00
6.1	Interfere with, impeding or hindering an Animal Control Officer's enforcement of this By-law	\$250.00
10.2	Second offence within one year of the first offence	***
	Third or subsequent offence within one year of the first offence	+++

- \*\*\* Double the amount of the specified  
Penalty for the first offence
  
- +++ Triple the amount of the specified  
penalty for the first offence

**SCHEDULE “B”**

Impound Fees .....as per required fees

Care and sustenance – per day .....as per required fees

Veterinary fees .....as per expended



## **Summer Village of Half Moon Bay**

**May 30, 2023**

### **Council & Legislation**

#### **Request for Decision**

#### **Agenda Item: *Community Standards Bylaw***

##### **Background:**

The Community Standards Bylaw was given 1<sup>st</sup> reading at the May 2021 Council meeting and tabled for further consideration. At the direction of Council, the bylaw was brought forward at the January 2023 Council and minor amendments made.

The bylaw was brought forward at the April Council meeting, but 2<sup>nd</sup> and 3<sup>rd</sup> readings were not given in order for the bylaw to be circulated to residents for comment. No comments have been received at the office and Administration is requesting Council give 2<sup>nd</sup> and 3<sup>rd</sup> readings to the Community Standards Bylaw at this meeting.

##### **Options for Consideration:**

1. Council to discuss and give 2<sup>nd</sup> and 3<sup>rd</sup> reading to the Community Standards Bylaw either as presented or amended.
2. Council table for amendments or further consideration.

##### **Administrative Recommendations:**

1. Council give 2<sup>nd</sup> reading to the Community Standards Bylaw #162-21.
2. Council give 3<sup>rd</sup> reading to the Community Standards Bylaw #162-21.

##### **Authorities:**

Section 4, Part 2 (7) of the MGA – A Council may pass bylaws for municipal purposes respecting the following matters:

- (a) the safety, health and welfare of people and the protection of people and property;
- (b) people, activities, and things in, on or near a public place or place that is open to the public;
- (c) nuisances, including unsightly property.

**SUMMER VILLAGE OF HALF MOON BAY  
COMMUNITY STANDARDS BYLAW  
BY-LAW 162-21**

BEING A BYLAW OF THE SUMMER VILLAGE OF HALF MOON BAY IN THE PROVINCE OF ALBERTA TO PROHIBIT CERTAIN ACTIVITIES IN ORDER TO PREVENT AND COMPEL THE ABATEMENT OF NOISE, NUISANCE, UNSIGHTLY PREMISES AND PUBLIC DISTURBANCES.

**WHEREAS**, the *Municipal Government Act*, R.S.A. 2000, c. M-26 as amended in the Province of Alberta provides that a Municipal Council may by bylaw provide for a system of licensing, permits and approvals and regulating business within the Municipality;

**AND WHEREAS**, the Council of the Summer Village of Half Moon Bay deems it expedient and in the public’s interest to pass a bylaw to regulate and control noise, nuisance, unsightly premises, and public disturbances.

**NOW THEREFORE**, the Municipal Council of the Summer Village of Half Moon Bay, in the Province of Alberta, duly assembled, hereby enacts as follows:

**1. TITLE**

1.1 This bylaw may be cited as the “**Community Standards Bylaw.**”

**2. DEFINITIONS**

2.1 In this Bylaw, including this section, unless the context otherwise requires:

- (a) “**Act**” means the *Municipal Government Act*, R.S.A. 2000, c. M-26 as amended, and any amendment or substitutions thereof.
- (b) “**Camping**” means the act of staying or sleeping in an outside area for one or more days and/or nights. Camping can also include, but not limited to, a recreational vehicle, a tent, a shelter such as a bivy or tarp, or no shelter at all.
- (c) “**Chief Administrative Officer**” means the Chief Administrative Officer of the Summer Village of Half Moon Bay appointed by Council.
- (d) “**Council**” means the Municipal Council of the Summer Village of Half Moon Bay.
- (e) “**Graffiti**” means the defacement or disfigurement of any property or object, through the performance of any of the following acts:
  - i. the application of any substance, including paint, ink, stain, or whitewash to any surface or;
  - ii. the affixing of any substance, including paper, fabric, or plastic, by any form of adhesion that does not remove cleanly when pulled away from the applied surface; or
  - iii. the marking, scratching, etching or other alteration or disfigurement of any surface.
- (f) “**Litter**” means rubbish that has been left lying on the ground in public places, including but not limited to:

- 
- i. a cardboard or wooden box, carton, container, or receptacle of any kind;
  - ii. a paper, wrapper, envelope, or covering of any kind, whether paper or not, from food or confectionery;
  - iii. paper of any kind, whether or not containing written or printed matter thereon;
  - iv. any human, animal or vegetable matter or waste;
  - v. any glass, crockery, nails, tacks, barbed wire or other breakable or sharp objects;
  - vi. scrap metal, scrap lumber, tires, dismantled, wrecked, or dilapidated motor vehicles or parts there from;
  - vii. any motor vehicle or any part of any motor vehicle which may, in whole or in part, obstruct any highway, street, lane, alley, bi-way or other public place;
  - viii. dirt, filth, yard refuse or rubbish of any kind whether similar or dissimilar to the foregoing including by not limited to grass clippings, weeds, materials from pruning such as branches, limbs, twigs, leaves, or any other pruning debris.
- (g) **“Minor”** means an individual under 18 years of age.
- (h) **“Municipal Ticket”** means a ticket in a form as approved by the Chief Administrative Officer, issued by the Summer Village allowing for voluntary payment of a fine established under this Bylaw.
- (i) **“Nuisance”** for the purpose of this bylaw includes any use of or activity upon any property which is offensive to any person or has or may have a detrimental impact upon any person or other property in the neighbourhood.
- (j) **“Peace Officer”** means:
- i. a member of the Royal Canadian Mounted Police;
  - ii. a Bylaw Officer as appointed by the Summer Village to enforce bylaws of the Summer Village; or
  - iii. a Community Peace Officer as appointed by the Solicitor General of Canada.
- (k) **“Premises”** means the external surfaces of all buildings and the whole or part of any parcel of real property, including the land immediately adjacent to the building or buildings.
- (l) **“Provincial Ticket”** means a ticket as defined in the *Provincial Offences Procedure Act*, R.S.A. 2000, c. P-34.
- (m) **“Public Place”** means any place, including privately owned or leased property, to which the public reasonably has or is permitted to have access.
- (n) **“Summer Village”** means the Summer Village of Half Moon Bay.
- (o) **“Youth”** means an individual 12 to 17 years of age.
-

3. NOISE

- 3.1 No person shall cause or permit any noise that annoys or disturbs the peace of any other person.
- 3.2 No person shall permit property that they own or control to be used so that noise from the property annoys or disturbs the peace of any other person.
- 3.3 In determining what constitutes noise likely to annoy or disturb the peace of other persons, consideration may be given, but is not limited to:

3.3.1. type, volume, and duration of sound;

3.3.2 time of day and day of week;

3.3.3. nature and use of the surrounding area.
- 3.4 Permissible Hours. Noise or disturbance that annoys or disturbs the peace of any other person is not allowed between 11:00 p.m. and 8:00 a.m. any day.

4. INDUSTRIAL/CONSTRUCTION NOISE

- 4.1 Nothing in this bylaw shall prevent the continual operation or carrying on of an industrial activity where the activity is one which:

4.1.1. is a permitted use; or

4.1.2. is an approved discretionary use; or

4.1.3. is a non-conforming, but not illegal, use as defined in the *Municipal Government Act*.
- 4.2 In the operation or carrying on of an industrial activity, the person operating or carrying on that activity shall make no more noise than is necessary in the normal method of performing or carrying on that activity.
- 4.3 With the exception of the activities referred to in section 4.1 herein, no person shall use, operate, or allow to be used or operated, any tools, machinery, or equipment so as to create a noise, or disturbance which may be heard in a residential building between the hours of 8:00 p.m. and 8:00 a.m. any day.
- 4.4 These provisions do not apply to work carried on by the Summer Village, or by a contractor carrying out the instructions of the Summer Village, providing it is work of an emergent nature of circumstance.

5. CONSTRUCTION WASTE

- 5.1 Each construction site shall have a waste container to ensure that waste construction materials are placed in the container to prevent the material from being blown away from the construction site.

- 5.2 No loose construction material is to be stored or accumulated on the construction site unless it is not capable of being blown around the construction area.

**6. NUISANCE AND UNSIGHTLY PREMISES**

- 6.1 No person shall permit any use or activity upon their property which is offensive to any person and may have a detrimental impact on any person or property including but not limited to:
- 6.1.1. the failure to cut grass, weeds, shrubs, trees, or other landscaping features incidental to a landscaped area;
  - 6.1.2. the failure to destroy restricted weeds, control noxious weeds, or prevent the spread or scattering of nuisance weeds;
  - 6.1.3. the growth of trees or shrubs in such a manner that they interfere with utilities or endanger visibility to street signage, or roadway clearance;
  - 6.1.4. the accumulation of any material that creates unpleasant odors, any material that attracts pests or any animal remains, parts of animal remains or animal feces;
  - 6.1.5. the storage or accumulation of or failure to dispose of discarded dilapidated furniture or household appliances, loose garbage, rubbish, packaging material, scrap metals, scrap lumber, tires, parts of disassembled machinery, equipment or appliances and motor vehicle parts;
  - 6.1.6. the causing of opaque or dense smoke and permitting such smoke to be emitted into the atmosphere for a period in excess of fifteen (15) minutes in any one hour, or at a point other than the opening to the atmosphere of the flue, stack, or chimney, unless specifically authorized by Council;
  - 6.1.7. the generation of excessive dust and permitting such dust to escape from the property;
  - 6.1.8. the failure to maintain an accessory building, structure, or fence such that it deteriorates, becomes unsightly or becomes a safety hazard;
  - 6.1.9. the failure to fence or secure an excavation, drain, ditch or other depression so that it does not become a danger to public safety;
  - 6.1.10. the posting or exhibiting of advertising posters, signs, billboards, placards, writings or pictures upon any light standard, utility pole, bench, garbage receptacle, fence, or wall on any property, including municipal property, except as permitted in the Land Use Bylaw.
  - 6.1.11. the burning of anything other than dry untreated clean wood in an indoor residential wood fireplace.
- 6.2 No person being the owner, agent of the owner, leaser, or occupier of any property within the Summer Village shall permit such property, or the activities upon such property to be or remain a nuisance or safety hazard.

7.     **GRAFFITI**

- 7.1     No person shall place graffiti or cause it to be placed on any property.
- 7.2     Every property owner shall ensure that graffiti placed on their premises is removed, painted over, or otherwise permanently blocked from the public view.
- 7.3     A property owner who breaches the provisions of Section 7.2 where, following the issuance of and failure to comply with an Order under section 545 of the *Municipal Government Act*, shall be liable to payment of a penalty as prescribed in Schedule A.
- 7.4     In prosecuting for an offence under this Section, the consent of the property owner of any premises to place graffiti shall not be a defense under this bylaw.

8.     **LITTERING**

- 8.1     No person shall place, deposit, or throw or cause to be placed, deposited, or thrown, litter upon any Summer Village property, including any street, lane, ditches, park, other public place, or water course.
- 8.2     A person who has placed, deposited, or thrown or caused to be placed or thrown anything or any matter upon any road, ditch, municipal reserve or other public place or water course shall forthwith remove it.

9.     **CAUSE A DISTURBANCE**

- 9.1     No person located in a public place shall disturb the peace and enjoyment of other members of the public by:

9.1.1   screaming, shouting, or using loud, abusive, or grossly insulting language;

9.1.2   being intoxicated by alcohol or other substances; or

9.1.3   openly exposing or exhibiting an indecent act.

10.    **COMMUNITY BEACH SHELTERS AND RESERVE LAND**

- 10.1    There are two community beach shelters located in the Environmental Open Space District areas adjacent to the lake. These shelters are for the exclusive use of residents and guests. These shelters may on occasion be used for special events as approved by the Summer Village of Half Moon Bay.
- 10.2    The storage of personal goods and equipment in the shelters or storage sheds is at the risk of the owner.
- 10.3    No person shall camp or erect any structure in an environmental open space or on any municipally owned land or roadway. Unattended camping materials left on municipal lands may be considered abandoned and removed.

11. NUISANCE ENFORCEMENT

- 11.1 A Peace Officer may, after giving reasonable notice to the owner or occupier of the premises, enter upon the said premises and carry out an inspection.
- 11.2 Upon completion of the inspection, the Peace Officer may direct the owner or occupant of the property to:

11.2.1 cease the activity which causes the nuisance;

11.2.2 change the way in which such person is carrying out any activity;

11.2.3 direct any person to take any action or measure necessary to compel the elimination or abatement of the nuisance, including:

a) the removal of any thing or matter from the property, which constitute the nuisance; and

b) the construction or installations of a garbage bin or enclosure or the repair of an existing garbage enclosure;

c) enter into a cleanliness agreement in a form to the satisfaction of the Peace Officer;

d) specify the time within which such person must comply with the directions contained in the notice;

e) notify the owner or occupant that, if compliance with the notice is not affected within a specified time, the municipality will take the actions or measure specified in the notice to abate the nuisance, at the expense of the owner or occupier;

f) offer the owner or occupant of the property an opportunity to enter into any other voluntary agreement with the Summer Village to keep the premises clean, tidy, and free of nuisances.
- 11.3 Any person who refuses to allow an inspection of the premises under Section 10.1 is guilty of an offence.
- 11.4 Any person who fails to comply with a direction made under this section is guilty of an offence.
- 11.5 No person shall cause or permit or undertake any activity upon any Summer Village property which is a nuisance.

12. AUTHORITY TO REMOVE

- 12.1 The Chief Administrative Officer may authorize the removal and put in storage or destroy anything placed upon Summer Village property in contravention of this bylaw.

13. ORDER

- 13.1 A designated officer may, by written order, require a person responsible for the contravention to remedy the contravention.
- 13.2 The Order shall:

13.2.1 state a time within the owner must comply with the order;

13.2.2 state that if the owner does not comply with the order within a specified time, the Summer Village will take the action or measure at the expense of the owner.
- 13.3 the Summer Village may, in respect of an order, register a caveat under the Land Titles Act against the certificate of title for the land that is the subject of the order.

14. RIGHT TO REMEDY

- 14.1 The Summer Village may take whatever actions or measures are necessary to deal with any contraventions if:

14.1.1 the Summer Village has issued a written Order under Section 13 of this bylaw.

14.1.2 the Order contains a statement referred to in Section 13.2 of this bylaw.

14.1.3 the person to whom the Order is directed has not complied with the Order within the time specified in the Order, and

14.1.4 the appeal periods respecting the Order have passed or, if an appeal has been made, the appeal has been decided and it allows the Summer Village to take action or measures.

15. PENALTIES

- 15.1 Any person who breaches any section of this Bylaw is guilty of an offence and liable to:

15.1.1 payment of the penalty specified in Schedule “A” hereto;

15.1.2 for any offence for which there is no penalty specified, to a penalty of not less than \$200.00 and not more than \$10,000.00.

16. MUNICIPAL AND PROVINCIAL TICKETS

- 16.1 Any Peace Officer who has reasonable and probable ground to believe that any person has contravened any provision of the Bylaw, may issue, and serve:

16.1.1 A Municipal Ticket allowing payment of the specified penalty to the Summer Village; or



- 16.1.2 A Provincial Ticket according to the provisions of the Provincial Offences Procedure Act, as amended.
- 16.2 Service of a Municipal Ticket will be sufficient if it is:

16.2.1 personally served; or

16.2.2 served by regular mail to the person’s last known mailing address;  
or

16.2.3 by affixing the municipal ticket to the door of the property.
- 16.3 If a violation ticket is issued in respect of an offence, the violation ticket may:

16.3.1 specify the fine amount established by this Bylaw for the offence;  
or

16.3.2 require a person to appear in Court without the alternative of making a voluntary payment.
- 16.4 A person who commits an offence may:

16.4.1 if a violation ticket is issued in respect of the offence; and

16.4.2 if the violation ticket specifies the fine amount established by this Bylaw for the offence,  
  
make a voluntary payment equal to the specified fine by delivering the violation ticket and the specified fine to the Provincial Court Office specified on the violation ticket.

17 SEVERABILITY

- 17.1 If any part of this Bylaw is found to be invalid, then that part shall be severed, and the remaining Bylaw will continue to be in force.

That this bylaw shall take effect on the date of the third and final reading.  
Bylaws 15-80 and 17-80 are hereby rescinded.

READ a first time this 31<sup>st</sup> day of May 2021.

Jonathan Johnston, Mayor

Tanner Evans, C.A.O.

READ a second time this 30<sup>th</sup> day of May 2023.

READ a third and final time this 30<sup>th</sup> day of May2023.

Jonathan Johnston, Mayor

Tanner Evans, C.A.O.

SCHEDULE “A”

Offence	Schedule “A” Schedule of Fines	Section	Fine
Make noise	a) first offence b) second offence within 1 year c) third and subsequent offences within 1 year	3.1	\$250.00 \$500.00 \$750.00
Permit noise	a) first offence a) second offence within 1 year b) third and subsequent offences within 1 year	3.2	\$250.00 \$500.00 \$750.00
Industrial or construction noises	a) first offence b) second offence within 1 year c) third and subsequent offences within 1 year	4.1 or 4.2	\$250.00 \$500.00 \$750.00
Failing to contain construction waste	a) first offence b) second offence within 1 year c) third and subsequent offences	5.1 or 5.2	\$250.00 \$500.00 \$1,000.00
Permitting a nuisance on private property	a) first offence b) second offence within 1 year c) third and subsequent offences within 1 year	6.1	\$200.00 \$400.00 \$600.00
Placing graffiti on property	a) first offence b) a second offence within 1 year c) third and subsequent offences within 1 year	7.1	\$2,500.00 \$5,000.00 \$7,500.00
Failure to remove Graffiti	a) first offence b) second offence within 1 year c) third and subsequent offences within 1 year	7.2	\$250.00 \$500.00 \$1,000.00
Failure to comply with graffiti order		7.3	\$250.00 for each day that the breach continues
Depositing litter on Summer Village property	a) first offence b) second offence within 1 year c) third and subsequent offences	8.1	\$500.00 \$750.00 \$1,000.00
Failing to remove litter	a) first offence b) second offence within 1 year c) third and subsequent offences within 1 year	8.2	\$250.00 \$500.00 \$750.00

Cause a disturbance	9.1	
a) first offence		\$250.00
b) second offence within 1 year		\$500.00
c) third and subsequent offences within 1 year		\$1,000.00
Camping on Municipal Property	10.3	
a) first offence		\$250.00
b) second offence within 1 year		\$500.00
c) third and subsequent offences within 1 year		\$1,000.00

## **Summer Village of Half Moon Bay**

**May 30, 2023**

### **Council and Legislation**

### **Request for Decision**

### **Agenda Item: *ASVA Annual Conference***

#### **Background:**

Administration has received information about the upcoming ASVA Conference. The ASVA Conference is being held October 19<sup>th</sup> & 20<sup>th</sup> at the Royal Hotel West in Edmonton. Registration for the conference opens September 15<sup>th</sup> but accommodations can be booked now to ensure accommodations at the conference hotel.

#### **Options for Consideration:**

Council has allocated \$630 in the 2023 budget for this conference.

#### **Administrative Recommendations:**

Council to discuss and provide direction to Administration.

#### **Authorities:**

2023 Budget



## 65 YEARS of SUCCESS TOGETHER

### 2023 ASVA ANNUAL CONFERENCE & AGM



### SAVE-THE-DATE OCTOBER 19-20, 2023 THURSDAY & FRIDAY

- Meet the Ministers Municipal Affairs and Environment (TBC)
- MLA's (TBC)
- Alberta Emergency Management Updates – Friday October 20<sup>th</sup> -morning session
- Municipal Planning Services – Land Use Issues Summer Villages Face
- ALMS
- Updates from the Nurse Practitioners Association
- Broadband In Communities
- Firesmart
- Alberta Invasive Species
- Aquatic Invasive Species Specialist
- Municipal Affairs -MAP review (Municipal Accountability Program)
- And more ....

(Please note that Speakers may change due to unforeseen circumstances)

#### OCTOBER 19<sup>TH</sup> BANQUET VENUE

- ☐ Hot Buffet Dinner
- ☐ Awards
- ☐ Entertainment
- ☐ Silent Auction
- ☐ Cash Bar



## Venue

**CONFERENCE REGISTRATION  
BEGINS MID JULY ONLINE.  
WATCH FOR UPDATES...**

**CONFERENCE RATE:  
\$299**

Cancellations must be in writing via email  
to [execdirector@asva.ca](mailto:execdirector@asva.ca) before September  
15, 2023 for a full refund, less \$50  
administration fee

**Conference  
Registration  
Deadline September  
15<sup>th</sup>**

**Royal Hotel West**  
10010-178 St  
Edmonton, AB T5S 1T3  
780-484-6000  
to book your  
accommodations  
Ask for the ASVA Group  
Booking Rate  
Room Rates: Queen: \$119  
+ Taxes  
Double Queen or King  
\$129 + Taxes

Please join us in listening to  
the exciting speakers with  
updates and information that  
can impact your Summer  
Villages. Network with Peers  
from all over Alberta.

**IT'S ALL ABOUT  
REGIONAL  
COLLABORATION**

**ASSOCIATION OF  
SUMMER VILLAGES OF  
ALBERTA**

[www.asva.ca](http://www.asva.ca)



## **Summer Village of Half Moon Bay**

### **Council and Legislation**

### **Request for Decision**

**May 30, 2023**

### **Agenda Item: *ASVA Silent Auction***

#### **Background:**

The Association of Summer Villages of Alberta is celebrating 65 years of success together. Administration received a request from the ASVA asking for a cash sponsorship or to donate a silent auction item for the ASVA Convention being held October 19-20 at the Royal Hotel in Edmonton.

Council has removed the donations line from the budget entirely.

#### **Options for Consideration:**

- 1) Council provide a donation to the ASVA Silent Auction.
- 2) Council accept as information.

#### **Administrative Recommendations:**

That Council review, discuss and provide direction to Administration.

#### **Authorities:**

MGA 207 (c) "advises and informs the council on the operation and affairs of the municipality"



Association of  
**SUMMER VILLAGES**  
 OF ALBERTA

April 14, 2023

**Via Email: Original Will Remain on File**

**ATTENTION:**

Dear \_\_\_\_\_,

I am the \_\_\_\_\_ of the Summer Village of \_\_\_\_\_ and a Director on the Association of Summer Villages of Alberta (ASVA) Board.

ASVA is excited to be hosting the Association's 65<sup>th</sup> Annual Conference October 19 & 20, 2023 at the Royal Hotel West, Edmonton, AB. We are celebrating **65 YEARS OF SUCCESS TOGETHER**, with the focus for this educational event being Regional Collaboration.

We are seeking your valued support, and are asking for your consideration to provide:

- a cash sponsorship and/or,
- a silent auction item for donation

The publicity you will receive from your contribution is substantial and consists of the following:

Exposure of your company to:

- the Mayors, Deputy Mayors and Councilors from 51 Municipalities (Summer Villages) of Alberta
- Reeves/Mayors from adjacent Municipalities
- DEMS and Deputy DEMS
- MLA's and Ministers from various areas/departments of Alberta





Association of  
**SUMMER VILLAGES**  
OF ALBERTA

Whether you choose to provide a Silent Auction item (please identify value of your item) or cash donation, below is how you will be recognized, when payment is received before September 1<sup>st</sup>, 2023. There is great value in being a Sponsor at the Conference.

Sponsorship Level	Amount	Provided with a Display Space	Number of Breakfast, snacks, lunch & banquet tickets provided with Sponsorship	Number of Breakfast, snacks, lunch provided with Sponsorship Level	Recognized as a Sponsor in the Agenda Pkg	Recognized on Power point	Self-Introduction of your Company to the delegates & intro of guest speaker (as part of	Sponsor Sign at Coffee Station	Logo in ASVA Annual Report	Company Logo place on ASVA Website as Sponsor
PLATINUM	\$2,000+	YES	4	0	YES	YES	YES	NO	YES	YES
GOLD	\$1,000+	YES	2	0	YES	YES	NO	NO	YES	YES
SILVER	\$500+	YES	0	2	YES	YES	NO	NO	YES	NO
BRONZE	\$300+	NO	0	0	YES	YES	NO	NO	YES	NO
COFFEE/HEALTH BREAK	\$250+	NO	0	0	YES	YES	NO	YES	NO	NO

Thank you in advance for your consideration to our request. As always, we appreciate your support.

\_\_\_\_\_  
Director

Association of Summer Villages of Alberta

\* The ASVA is nonprofit organization but is not registered as a charitable organization, so taxable receipts are not available.

## **Summer Village of Half Moon Bay**

**May 30, 2023**

### **Council & Legislation**

#### **Request for Decision**

#### **Agenda Item: *Fire and Burning Bylaw***

##### **Background:**

With the addition of our Bylaw Enforcement Officer, Administration has been reviewing bylaws to ensure they are enforceable and cohesive between the 5 Summer Villages.

The Fire and Burning Bylaw was sent to Council on May 4<sup>th</sup> to circulate to residents for comment prior to Council passing the bylaw. Administration has not received any comments.

##### **Options for Consideration:**

- 1) Council discuss and give 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> readings.
- 2) Council accept as information.

##### **Administrative Recommendations:**

- 1) That Council give 1<sup>st</sup> reading to the Burning and Fire Pit Bylaw #177-23.
- 2) That Council give 2<sup>nd</sup> reading to the Burning and Fire Pit Bylaw #177-23.
- 3) That Council by unanimous consent give 3<sup>rd</sup> reading to the Burning and Fire Pit Bylaw #177-23 at this meeting.
- 4) That Council give 3<sup>rd</sup> and final reading to the Burning and Fire Pit Bylaw #177-23.

##### **Authorities:**

Municipal Government Act, Section 7

A Council may pass bylaws for municipal purposes respecting the following matters:

- (a) the safety, health and welfare of people and the protection of people and property.

## SUMMER VILLAGE OF HALF MOON BAY BURNING AND FIRE PIT BYLAW BY-LAW #177-23

*A bylaw of the Summer Village of Half Moon Bay, in the Province of Alberta, for the purpose of regulating burning.*

WHEREAS the Municipal Government Act, R.S.A. 2000, c. M-26 as amended of the Province of Alberta provides that a Municipal Council may by Bylaw provide for safety, health and welfare of people, and the protection of people and property;

WHEREAS Council of the Summer Village of Half Moon Bay deems it expedient and in the public's interest to pass a bylaw to regulate and enforce burning within the Summer Village of Half Moon Bay;

NOW THEREFORE the Municipal Council of the Summer Village of Half Moon Bay duly assembled enacts as follows:

### 1. **SHORT TITLE**

- 1.1 This Bylaw shall be cited as the “***Burning and Fire Pit Bylaw.***”

### 2. **DEFINITIONS**

- 2.1 In this Bylaw, including this section, unless the context otherwise requires:
- a) “**Act**” means the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, as amended, and any amendment or substitutes thereof.
  - b) “**Building Waste**” means any clean scrap wood produced in the process of constructing, altering, or repairing a building.
  - c) “**Consumer Fireworks**” means consumer fireworks classified as such under the Explosives Regulations, 2013, as amended from time to time, including outdoor, low hazard, consumer fireworks such as fireworks showers, fountains, golden rain, lawn lights, pin wheels, roman candles, volcanoes, and sparklers.
  - d) “**Council**” means the Municipal Council of the Summer Village of Half Moon Bay.
  - e) “**Director of Disaster Services**” means the person appointed by the Summer Village to that position and includes any person appointed by the Director of Disaster Services to act as such Director's delegate for the purposes of this Bylaw.
  - f) “**Discharge**” means to fire, ignite, explode, or set-off or cause to be fired, ignited, exploded or set-off.

- g) **“Extinguish”** means to apply something to make a fire stop burning by applying water, sand, or dirt until the hissing sound of the embers dies out entirely.
- h) **“Fire Ban”** means a prohibition on all burning, including the discharge of all fireworks within the summer village.
- i) **“Fire Department”** means any responding Fire Department.
- j) **“Fire Pit”** includes a permanently affixed outdoor fire receptacle.
- k) **“Garden Waste”** means shrubbery and tree pruning, weeds, grass trimmings, roots, tree stumps, turf, and similar vegetation.
- l) **“Hazard”** means a risk of fire or damage to property and/or person(s) which may be caused by the burning or any waste and includes any nuisance.
- m) **“Low Hazard Fireworks”** means those types of fireworks which are regulated for storage, sale, and discharge under the *Alberta Fire Code*, but do not require certification for handling, transporting or discharge.
- n) **“Municipal Ticket”** means a form prescribed by the Chief Administrative Officer of the Summer Village or his/her delegate allowing for voluntary payment to the Summer Village of a fine amount established by this Bylaw.
- o) **“Nuisance”** means causing smoke which unreasonably affects the comfort or convenience of an individual and includes interference with use and enjoyment of property.
- p) **“Open Fire”** means any fire that is not contained within a fire pit or stationary barbecue.
- q) **“Outdoor Fireplace”** means an enclosed and permanently affixed outdoor fire receptacle which incorporates a permanently affixed chimney or flue and is constructed of brick, rock, other masonry material or metal and has not been constructed as part of a building.
- r) **“Peace Officer”** means:
  - i) a member of the Royal Canadian Mounted Police;
  - ii) a Bylaw Officer as appointed by the Summer Village to enforce bylaws of the Summer Village; or

- iii) a Special Constable as appointed by the Solicitor General of Alberta to enforce the bylaws of the Summer Village of Half Moon Bay.
- s) **“Portable Fire Receptacle”** means an outdoor fire receptacle which is not permanently affixed.
- t) **“Summer Village”** means the Summer Village of Half Moon Bay.
- u) **“Waste”** includes:
  - i) any rubbish, refuse, garbage, paper, packaging, pallets, containers, bottles, cans, rags, clothing, petroleum products, manure, human or animal excrement, sewage or the whole or part of any animal carcass;
  - ii) the whole or part of any article, raw or processed material, vehicle or other machinery that is disposed of;
  - iii) animal or vegetable matter, including materials resulting from the handling, preparation, cooking, consumption, and storage of food;
  - iv) building waste;
  - v) garden waste;
  - vi) anything that is designated as waste in the regulation under the *Environmental Protection & Enhancement Act*, RSA 2000, Chapter E-12.

### 3. **FIRE PITS, OUTDOOR FIREPLACE, PORTABLE FIRE RECEPTACLE & BBQ**

#### 3.1 Fire pits should follow the below mentioned recommendations:

- a) the exception to these recommendations should be in areas where front and side areas are the only possible locations for a fire pit;
- b) a minimum of 3.4 meters (10 feet) clearance from buildings, property lines and combustible materials measured from the nearest fire pit edge or as recommended by the Administrator or Director of Disaster Services of their designates;
- c) be constructed of bricks, concrete blocks, heavy gauge metal or other non-combustible components;
- d) have a spark arrestor mesh screen of 1.30 centimetres (.50 inches) expanded metal (or equivalent) to contain spark over the fire at all times;
- e) be the sole responsibility of the owner or occupier of the property;

- f) burn only charcoal briquettes, propane, natural gas, or wood products that are not contaminated with glue, paint, stain, or other preservatives;
  - g) have flames no higher than ninety (90) cm (approx. 3.0 ft) above the top of the surrounding grade of the fire pit.
- 3.2 Any person who starts a propane, natural gas or charcoal barbecue or starts a fire in a fire pit that complies with Section 3 herein, shall:
  - a) remain in charge, or keep a competent person in charge, of the barbecue or fire.
- 3.3 Any person in charge of a barbecue or fire pit shall ensure that the same:
  - a) does not create a risk or hazard to persons or to other properties;
  - b) does not create a nuisance, which is offensive to any other person;
  - c) is completely extinguished before supervision of the barbecue or fire ends.
- 3.4. Any person who starts a fire, or who is in charge of a fire, on property owned or occupied by that person, shall, upon demand, pay to the Summer Village any and all costs incurred by the Summer Village to extinguish such fire when, in the opinion of a Peace Officer, Director of Disaster Services or the Administrator, the fire is a hazard to persons or to other properties.

#### **4. OPEN AIR FIRES**

- 4.1 With the exception of propane, natural gas or charcoal barbecues, fire pits that comply with Section 3 herein, burning in provincial or municipal owned campgrounds and parks where fireplaces, stoves and fire pits are provided by or approved by the Summer Village of Half Moon Bay.

#### **5. FIRE BANS**

- 5.1 The Council or their delegates may enact a Fire Ban within the Summer Village at their discretion.
- 5.2 No person shall start a fire at any place within the corporate limits of the Summer Village at any time while a Fire Ban is in place.

#### **6. FIREWORKS**

- 6.1 Low Hazard fireworks are not permitted to be discharged after 11:00 p.m. or during a fire ban/fire advisory. The

Summer Village of Half Moon Bay adheres to the provincial and federal regulations as outlined in the *Alberta Fire Code Act*, as amended, or repealed from time to time.

## **7. COST RECOVERY**

- 7.1 Where the Fire Department has taken any action whatsoever for the purpose of extinguishing a fire or responding to a fire call, false alarm or incident for the purpose of preserving life or property from injury or destruction by fire or other incident on land, the Administrator, or his or her designate may, in respect of any costs incurred in taking such action, charge any cost so incurred to the person who caused the fire, or to the owner or occupier of the land in respect of which the action was taken, pursuant to this Bylaw.
- 7.2 In respect of any costs or fees levied or charged under this Bylaw:
- a) The Summer Village may recover such costs or fees as a debt due and owing to the Summer Village; and
  - b) In default of payment, where permitted by the Municipal Government Act, add the amounts to the tax roll of a parcel of land.

## **8. PENALTIES**

- 8.1 Any person who contravenes any provision of this Bylaw is guilty of an offence and is liable to the penalties set out in Schedule "A" which is attached to and forms part of this Bylaw.
- 8.2 If a person is issued a Municipal Ticket in respect of an offence, they may pay the fine amount established by this Bylaw for the offence at the Summer Village Administration Office and if the amount is paid on or before the required date, the person will not be prosecuted for the offence.
- 8.3 A Peace Officer, Director of Disaster Services or the Fire Chief is hereby authorized and empowered to issue a violation ticket pursuant to the *Provincial Offences Procedure Act* to any person who the Peace Officer, Director of Disaster Services or the Fire Chief has reasonable grounds to believe has contravened any provision of this Bylaw.

## **9. SEVERABILITY & REPEAL**

- 9.1. If any part of this Bylaw is found to be invalid, then that part shall be severed and the remaining Bylaw shall be maintained.

9.2 Bylaw #122-12 is hereby rescinded upon 3<sup>rd</sup> and final reading.

Read a First Time in Council assembled this 30<sup>th</sup> day of May 2023.

Read a Second Time in Council assemble this 30<sup>th</sup> day of May 2023.

Read a Third and final time in Council assembled and passed this 30<sup>th</sup> day of May 2023.

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Jonathan Johnston, Mayor

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Tanner Evans, Administrator



## SCHEDULE A

### PENALTIES

SECTION	OFFICE DESCRIPTION	PENALTIES
3.2	Non-supervision of fire	
	1 <sup>st</sup> offence	\$250.00
	2 <sup>nd</sup> offence	\$500.00 + recovery costs as per Schedule A
	3 <sup>rd</sup> offence	\$1,000.00 + recovery costs as per Schedule A
3.3	Creating a risk, nuisance. or not extinguishing fire	
	1 <sup>st</sup> offence	\$250.00
	2 <sup>nd</sup> offence	\$500.00 + recovery costs as per Schedule A
4	Open air fire	
	1 <sup>st</sup> offence	\$250.00
	2 <sup>nd</sup> offence	\$500.00 + recovery costs as per Schedule A
	3 <sup>rd</sup> offence	\$1,000.00 + recovery costs as per Schedule A
5	Fire during a Fire Ban	
	1 <sup>st</sup> offence	\$500.00
	2 <sup>nd</sup> offence	\$1,000.00 + recovery costs as per Schedule A
	3 <sup>rd</sup> offence	\$5,000.00 + recovery costs as per Schedule A
6	Purchase, possess, handle, discharge, fire or set off fireworks after 11:00 p.m. or during a fire ban	
	1 <sup>st</sup> offence	\$250.00
	2 <sup>nd</sup> offence	\$500.00
	3 <sup>rd</sup> offences	\$1,000.00

## **Summer Village of Half Moon Bay**

**May 30, 2023**

### **Council and Legislation**

### **Request for Decision**

#### **Agenda Item: *Fleet Replacement Policy***

#### **Background:**

Administration has created a Fleet Replacement Policy in order to implement a procedure to follow that defines when a fleet unit or piece of power mobile equipment is to be considered for replacement and the mechanisms on how the replacement will be handled and brought forward to Council for funding approval. The initial draft was presented to the Joint Services Committee for feedback, and subsequent of that feedback, is being brought forward to Council for decision.

#### **Options for Consideration:**

- 1) That Council approve the Fleet Replacement Policy as presented.
- 2) That Council accept this request as information.

#### **Administrative Recommendations:**

- 1) That Council approve the Fleet Replacement Policy as presented.

#### **Authorities:**

*Municipal Government Act, Section 153 (a)*

“to consider the welfare and interests of the municipality as a whole and to bring to council’s attention anything that would promote the welfare and interests of the municipality.”



Policy Title:	Date:	Resolution No:
<b>Fleet Replacement Policy</b>	<b>May 30, 2023</b>	

### **Purpose and Scope:**

The purpose of this policy is to ensure the municipality maintains a modern and reliable vehicle and equipment pool, at the lowest overall cost, through establishing a standard of procurement, disposal, replacement and sustainable funding.

### **General Policy**

- 1.0 Administration will recommend the type of equipment and vehicle(s) that will be required to be replaced on a regular basis, to ensure the service level and operations of the municipalities is maintained and will be brought forward to all Councils for funding approval.
- 2.0 Administration will endeavor to purchase the most economical and fuel-efficient vehicles and pieces of equipment available and will recommend for purchase the most basic vehicle to suit the department's needs.
- 3.0 Used vehicles and pieces of equipment may be considered for purchase.
- 4.0 All fleet acquisition and disposal will be conducted through the legislated procurement processes and in accordance with the approved tendering and purchasing policy.
- 5.0 Vehicles and equipment will be evaluated for replacement based on the following criteria:

<b>Vehicle/Equipment Type</b>	<b>Service Parameters</b>
Light Duty Vehicles (Trucks/SUV)	10 Years or 150,000km (whichever comes first)
Trailers	15 Years or Condition (whichever comes first)
Power Mobile Equipment	State of condition assessed annually

- 6.0 In circumstances where a vehicle or piece of equipment becomes cost prohibitive to maintain or operate, before the end of its established life cycle, it may be considered for early replacement.

**Administrative Responsibilities**

- 7.0 The Public Works Manager is responsible to recommend replacement of vehicles and equipment in accordance with the parameters of this policy.
- 8.0 Fleet replacement requests must be approved by the Chief Administrative Officer before being brought forward as a request for decision.

**Fleet Replacement Reserve**

- 9.0 Administration and Council will establish a Fleet Replacement Reserve.
- 10.0 Administration will establish a fleet replacement rate, taking into consideration the life span of the existing equipment and vehicle(s) and the estimated replacement cost.
- 11.0 Fleet replacement charges will be transferred to the Fleet Replacement Reserve fund for equipment and vehicle replacement.
- 12.0 Fleet replacement due to obsolescence or end of life cycle will be financed through the Fleet Replacement Reserve or through potential grant funding, if available.
- 13.0 Fleet replacement due to physical damage will be financed through appropriate insurance procedures, with the balance for replacement coming from the Fleet Replacement Reserve.
- 14.0 Proceeds from the disposal of vehicles or equipment will either be allocated to the Fleet Replacement Reserve or used as a trade-in towards the purchase of a replacement if viable.
- 15.0 Council, by resolution, shall authorize the transfer of funds to and from the reserve.

Signed and Approved on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
CAO

## **Summer Village of Half Moon Bay**

**May 30, 2023**

### **Council Reports**

#### **Information Item**

#### **Council Reports:**

Jon Johnston  
Andrea Remington  
Mike Pashak

#### **Committee Reports:**

Julie Maplethorpe, Summer Village of Jarvis Bay

- Town of Sylvan Lake Library Board
- Parkland Regional Library Board

#### **Upcoming Meetings:**

Next Council Meeting – July 11, 2023



## **THE TOWN OF SYLVAN LAKE LIBRARY BOARD – REGULAR MEETING HIGHLIGHTS**

**WEDNESDAY – MAY 10, 2023 – 6:30PM**

### **1. Roles and Responsibilities – Board Training**

Ron Sheppard, Parkland Regional Library, attended to provide training to the Board on Roles and Responsibilities. This training acted as both an orientation and refresher training for Board Members.

### **2. Treasurer’s Report**

The Treasurer’s Report was approved as presented.

The Q1 and Q2 payments have been received from the Town of Sylvan Lake totalling \$217,882.20.

### **3. Director’s Report**

The Director’s Report was approved as presented.

There is currently a vacant Library Clerk position. The Library Director is investigating hiring a full-time staff member as the library is reaching pre-covid numbers and a busy summer is anticipated.

The library will be closed on May 29 for a staff meeting and professional development.

As part of the Town of Sylvan Lake’s 50<sup>th</sup> Avenue Redevelopment Phase 3 project, underground utility and roadway infrastructure is being upgraded. Staged road closures on 50<sup>th</sup> Avenue will be in effect during the performance of the work between 45<sup>th</sup> Street and 49<sup>th</sup> Street and detours around 50<sup>th</sup> Avenue will be provided. The majority of the project is anticipated to be completed this season and the remaining items such as a second lift of asphalt and permanent line painting the following year. This staged approach will allow for any settlement due to the excavation that may happen over the winter months. As per the Town of Sylvan Lake Community Standards ByLaw No. 1739/2017, the hours of construction shall be from 7:00am to 7:00pm Monday to Saturday. Sunday work and evening work may also be required as weather and schedule requirements dictate. For more information on the project, please visit the project webpage at:

<https://www.sylvanlake.ca/en/business.development/SO-avenue.aspx>

### **4. Programming Report**

Maddie, Programmer with the library, took free library cards to the Grade 6 students of Beacon Hill Elementary School for the “My Library Card” program.

New programs for the summer are open for registration including the TD Summer Reading Club. This weekly program offers crafts, new connections, and a love of reading. More information can be obtained by phoning (403) 887-2130 or checking out the events page:

<https://sylvanlibrary.prl.ab.ca/events?d=0>

## 5. Policy

Work will continue with sub-committees to review policies as necessary.

Meeting adjourned at 8:44pm.

**Next Regular Meeting – June 14, 2023, at 6:30pm.**

# *Parkland Update*

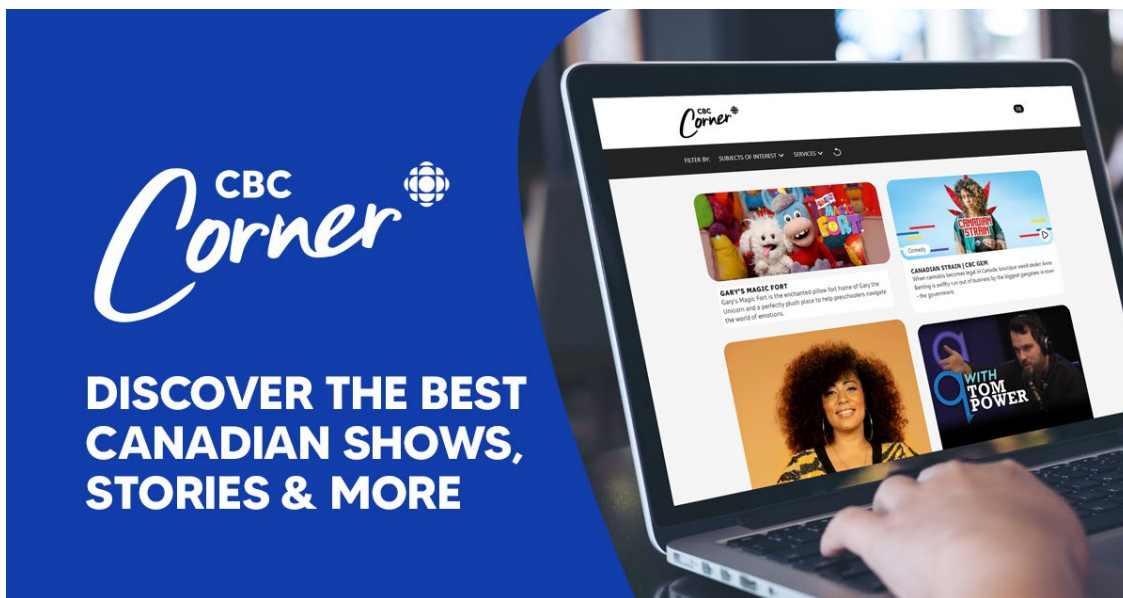
Thursday, March 4, 2023

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Get the latest Parkland updates, library news, training, events, and more!

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## Introducing the Newest Addition to eLibrary – CBC Corner



[CBC Corner](#) has introduced a program to partner with libraries to offer a one-of-a-kind portal to discover unique Canadian and local content, including news, TV and radio shows, podcasts, kids' content, a language learning app, and more.

Library staff can find more information and social media content in [this online PDF](#) or in our [latest blog post](#).

**Congratulations to Donna on 25 Years!**



Congratulations to Donna Williams on her anniversary of 25 years working at Parkland Regional Library System. Donna started with Parkland as an Accountant and advanced to the Assistant Director of Operations in 2003. Later, Donna advanced to her current position as Manager of Finance and Operations, Deputy Director.

Join us in thanking Donna for 25 years of service!



## Stronger Together Call for Proposals Due June 1

The [Stronger Together](#) planning committee is currently seeking innovative and industry-leading proposals for in-person and virtual sessions as well as asynchronous poster presentations. Our target audiences are library trustees, library managers, and general library staff. The preferred topics are:

- Leadership
- Programming
- Advocacy
- Customer Service
- Diversity and Inclusion
- Library Technology
- Collection Development
- Board Development

Please [submit your application](#) by **June 1, 2023**, and all applicants will be contacted before we finalize our list of speakers in June. If you have additional questions before you submit your application, please contact us at [librariesarestrongertogether@gmail.com](mailto:librariesarestrongertogether@gmail.com).

## LIBRARY NEWS

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Find out about important deadlines and see what's happening at other Parkland Libraries!

## Occupational Health & Safety Toolkit

IntegralOrg has revised and updated an [Occupational Health and Safety \(OHS\) Toolkit](#) to provide organizations with an overview of Alberta's OHS Act.

## Canadian Book Consumer Study 2022

Booknet Canada has released a study that shares insights into spending habits, reasons to buy books at specific places, and motivations behind borrowing vs. buying. This report is available for [download in PDF](#) and [EPUB format](#).

## Global News Article: Violence in Libraries

Global News recently published a news story and article on the changing role of public libraries and the rise in violent incidents. This is particularly an issue in larger centers. Read the [full article here](#) or watch the [18-minute news story](#).

## Update Your ALTA Profile Information

To ensure all trustees are current on all things [Alberta Library Trustees Association \(ALTA\)](#), you should confirm that your board information is up to date. We encourage library managers and board chairs to update their board profiles on a regular basis. Should you require any assistance, please reach out to [president@librarytrustees.ab.ca](mailto:president@librarytrustees.ab.ca).

## TRAINING & EVENTS

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Dates and registration information for upcoming library training and events.

### Upcoming Webinars

If you would like more information about these training opportunities, please contact [libraryservices@prl.ab.ca](mailto:libraryservices@prl.ab.ca). To watch past training sessions, visit [Niche Academy](#).

### Support Your Users with Answers to Libby's Most Frequently Asked Questions Webinar

**Tuesday, May 9**  
**12pm**

Are you looking for support as you field

Libby questions? [Join the experts](#) at OverDrive/Libby as they walk viewers through Libby's top FAQs, troubleshooting tips, and helpful resources.

**Plan a Campaign to Draw People Into Your Libraries Webinar**  
**Thursday, May 11**  
**12pm**

Many libraries have had to change their hours and their services numerous times during the past few years. This has led to public confusion about when and if you're really open, and what's available now. [This session](#) will show you how to plan communications that will draw people back into your buildings. \$49 USD

**Non-Profit Leadership: It's All About Trust Podcast Episode**

Buffeted on all sides from seemingly endless waves of controversies and challenges, nonprofit leadership in Canada finds itself increasingly under the microscope. Public trust in the sector has reached new lows in recent years, and donations are in decline. [Tune in](#) to find out strategies to combat these issues.

**Intro to Fundraising: Effective Strategies for Nonprofits Webinar**  
**Wednesday, May 17**  
**1pm**

For many nonprofits, fundraising is not only hard work, but it can be overwhelming—and the resources required to fundraise successfully can take away from your core work. But this does not have to be the case. [Register now](#) for this webinar to learn practical tools, tactics, and strategies for fundraising.

**Community Development Unit Board Training Webinars**

A [variety of webinars](#) are available from the Community Development Unit with topics such as strategic planning, board governance, building leadership, fund development and grant writing, evaluation, public and stakeholder engagement, developing partnerships, and collaborative relationships.

# *Parkland Update*

Thursday, April 20, 2023

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Get the latest Parkland updates, library news, training, events, and more!

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## **Welcome Susan!**

Join us in welcoming Susan Hall to Parkland as a new Finance Clerk. Susan grew up in Carbonear, Newfoundland, and moved to Alberta at 19. Susan then met her late husband in Alberta and was married for 31 years, they had three beautiful boys in that time. She now has three grandbabies; Jackson, Piper, and Paisley. Susan has worked at the Sylvan Lake Library for over eight years and is excited to learn in this new position.



## **Congratulations to Sara!**

Sara has been with PRLS for almost 5 years, working at the Ponoka Jubilee Library until last fall when she moved to Maskwacis Library Services, where she will now be the Library Manager. Sara had been a classical musician, researcher, grant writer, archivist, veterinary technician, university professor, and Zellers toy department specialist. Her library experience includes corporate, academic, and public libraries in BC, Alberta, and Ontario. After work, she enjoys gardening, hiking, kayaking, and hanging out with her dog (Callie) and cat (Sunny Nutbar).



## Radon Kits Recalled for the Summer

Due to the spring warm weather, the Radon Kits will be unavailable until September. During warmer months people open windows to allow natural airflow. This prevents the radon kits from screening an area properly. Because of this we will, temporarily, be changing the status of these items to “unavailable”. Please return them to Parkland where they will be put in storage until September. Please do not lend these out to patrons. The holds list will be maintained and reactivated in the fall.

## LIBRARY NEWS

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Find out about important deadlines and see what's happening at other Parkland Libraries!

## TAL Provincial Advocacy Tools



The Alberta Library has created resources including printables and postables to help your library advocate during provincial elections. You can [download this toolkit](#), or find it and other advocacy resources on the [Parkland Advocacy Page](#).



Although we have recently received a commitment for increased funding from the Minister of Municipal Affairs, Rebecca Schultz, further work is needed for ongoing funding increases. Library boards can still meet with MLAs and MLA candidates in their area to express gratitude for the funding increase and build relationships for additional advocacy work. We encourage you to schedule these appointments soon, as once the election is called, time with stakeholders will be difficult to get.

## Big Library Read



The next [Big Library Read](#) kicks off on Wednesday, May 3, with its book selection, *Tastes Like War* by Grace M. Cho. Part food memoir, part sociological investigation, *Tastes Like*

*War* is about a daughter's search through intimate and global history for the roots of her mother's schizophrenia.

[Marketing materials](#) and a press release are available to promote this program to your patrons and community. Readers can use #biglibraryread on social media for a chance to win a selection of book-ish prizes and Libby swag any reader is sure to love!

## TRAINING & EVENTS

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Dates and registration information for upcoming library training and events.

### Upcoming Webinars

- **Library Managers Coffee Break** - April 26 at 10am. Join on teams from the calendar invite.

If you would like more information about these training opportunities, please contact [libraryservices@prl.ab.ca](mailto:libraryservices@prl.ab.ca). To watch past training sessions, visit [Niche Academy](#).

### Display It! Kickstarting Library Exhibit Programs Webinar

**Wednesday, April 26**

**12pm**

Library collections are treasure troves of knowledge, and exhibits are fun and engaging opportunities to highlight resources and encourage discovery. [This one-hour webinar](#) will talk about ways to kickstart and grow an exhibit program.

### Library Services to Homeschoolers Webinar

**Wednesday, May 3**

**12pm**

Are all learners welcome in your library? There are at-home learners in your community, and the library is the single most important resource to DIY educators. [Learn about](#) the history, methods, and growing diversity of home education. You will explore outreach opportunities and program inspirations to put into practice in your library.

### **So You've Been Appointed to the Board On-Demand Webinar**

[This webinar](#) covers all you need to know after joining a board. Vic Mensch, Chair of Chinook Arch Library System and Kirk MacLeod, former President of the LAA, answer questions about Board ethics, how boards make decisions, what to do if you disagree, and more.

### **How to Craft and Utilize an Elevator Speech to Prove Your Library's Value Webinar**

**Thursday, April 27  
12pm**

Classic elevator speeches are 2- or 3-sentence statements that pack a punch. Some people refer to them as “value statements” or “soundbites.” When you have just a moment to make an important point, you must use it wisely. During [this webinar](#), you will learn how to speak efficiently and effectively when advocating for your library.

### **Library Safety and Security: A Holistic Approach Webinar**

**Thursday, May 18  
1pm**

Creating a safe environment for the public, staff, and collections is a top concern for libraries. As a public space, this sometimes means that library staff are faced with behavior or events that may feel unsafe, uncomfortable, or illegal. Although we can't predict or control every situation, we can be prepared to effectively respond to a range of scenarios. [This session](#) will present a holistic approach for creating safe environments through strong community relationships, inclusive policies, and empowered staff.





# *Parkland Update*

Thursday, May 18, 2023

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Get the latest Parkland updates, library news, training, events, and more!

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## Promotional Materials Available to Borrow



Parkland has a variety of promotional materials available for your library to borrow. Promote your next program, event, or trade show with banners, prize wheels, a tablecloth, and more! Check out our [latest blog post](#) on why items like these are important to include in your marketing. Library staff can view photos of the materials in the Q Drive and fill out the [booking form](#) to reserve them.

## Alberta Provincial Election Advocacy Resources

Prepared by the seven library systems in Alberta, the "Libraries—Value Beyond Words" toolkit can be used by libraries and library patrons who are advocating for local library services during the Provincial election campaign period. The provincial election is being held on Monday, May 29th. The toolkit can be accessed on the [PRLS Advocacy webpage](#).



## LIBRARY NEWS

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Find out about important deadlines and see what's happening at other Parkland Libraries!

### Updated OH&S Resources

Visit the [OHS Resource Portal](#) for bulletins, infographics, and recorded webinars supporting workplace health and safety in Alberta, or [subscribe](#) to the OHS eNews from the Government of Alberta. You'll find amazing and helpful resources to use in your library. Keep up to date and discover what changes are coming and things to watch for, including events, and so much more.

## TRAINING & EVENTS

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Dates and registration information for upcoming library training and events.

### Upcoming Webinars

- **Library Managers Coffee Break** - May 24 at 10am. Join on Teams from the calendar invite.
- **PLC Meeting and Programming Workshop** - June 5 at 10am. Hybrid PLC meeting. Join virtually via the calendar invite, or email [libraryservices@prl.ab.ca](mailto:libraryservices@prl.ab.ca) to RSVP for in-person by May 23.

If you would like more information about these training opportunities, please contact [libraryservices@prl.ab.ca](mailto:libraryservices@prl.ab.ca). To watch past training sessions, visit [Niche Academy](#).

**Book Ban and Censorship:  
Managing Public Comment  
Sections and Material  
Challenges Webinar**

**Tuesday, May 23**  
**12pm**

The 2021-2022 "Surge" of US library challenges marked the biggest number of reported attempts to remove library materials since the Office for Intellectual Freedom was founded. The technique shifted from quiet requests for reconsideration to public challenges at board meetings. [Register for this webinar](#) to learn tips, policy ideas, and more! \$49 USD

**Occupational Health and Safety**  
**Toolkit: OHS for Alberta**  
**Nonprofits Webinar**  
**On-Demand**

This [instructional video](#) provides nonprofits and charities with an overview of Alberta's Occupational Health and Safety Act to help them get on the right track and comply with the legislation. A key point is that OHS regulations apply not only to employees but to volunteers as well.



## 2020 Return on Investment for the S.V. of Half Moon Bay

**S.V. of Half Moon Bay membership levy to Parkland Regional Library = \$359.10**

(Based on official 2020 City population of 42 x \$8.55 requisition amount)

### Direct financial return to Sylvan Lake Municipal Library

2020 materials allotment	\$47.46
2020 Rural Services Grant <sup>1</sup>	\$210.90
	<b>\$258.36</b>

### Technology Savings to Sylvan Lake Municipal Library

Computers for library use	\$915.59
Software & licensing	\$8,938.00
SuperNet connection	\$10,776.00
	<b>\$20,629.59</b>

Residents can register at any PRLS library without paying the minimum \$60 non-resident fee

### Potential non-resident savings for households in the S.V. of Half Moon Bay

30 Households <sup>2</sup>	<b>\$1,800.00</b>
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\*Number of households from the 216 Federal Census

**Total financial benefits to libraries and patrons= \$22,687.95**

**S.V. of Half Moon Bay Return on Investment \$1 = \$63.18**

County libraries averaged a 42% discount on books purchased through PRLS

<sup>1</sup> The S.V. of Half Moon Bay assigned a rural population of 38 to Sylvan Lake Municipal Library

<sup>2</sup> Number of county families can save the \$60 non-resident fee

*Strong Libraries, Strong Communities*



## System Membership Benefits:

- 680,000 items in the system collection
- eBooks, eAudiobooks, and eMagazines, plus shared eBooks from 4 other regional systems
- Subscription databases including Ancestry (genealogy), Solaro (Alberta curriculum support), Consumer Reports, Niche Academy, Grant Connect, and Novelist; Press Reader (newspapers & magazines) Pronunciator (language learning), and Alberta eBooks
- Broadband internet connection (SuperNet) and Wi-Fi
- SuperNet connection paid for by the Government of Alberta
- Centrally managed computers, network, and website
- 24/7 I.T. support included
- Shared library database to manage borrowers and materials (Integrated Library System) with public access for patrons to manage their own account
- 42% bulk discount on library books purchased through Parkland
- Cataloguing and shelf-ready processing of purchased and donated library material
- Library supplies (library cards, barcodes, etc.) included
- Shared specialty collections including:
  - Large print books
  - Audio books
  - Program kits (book-based, tech-based, gaming, virtual reality)
  - Technical equipment & promotional items
- Access to library collections across Alberta (in-person and through interlibrary lending) and throughout Canada
- Alternate format collections for visually impaired and print disabled
- Weekly or bi-weekly delivery of library materials
- Professional library expertise (consulting services) and shared regional knowledge
- Included training for staff and trustees