

**REGULAR MEETING AGENDA
SUMMER VILLAGE OF HALF MOON BAY
APRIL 19, 2022 @ 9:00 A.M.**

A. CALL TO ORDER

B. AGENDA - additions/deletions
 - adoption

C. ADOPTION OF MINUTES - Regular Meeting Minutes, March 2, 2022

D. INFORMATION ITEMS

- 1) Action Items List
- 2) Council Calendar
- 3) Accounts Payable Report
- 4) Public Works Report
- 5) Development Update

E. REQUESTS FOR DECISION

1) Finance & Administration

- a) Capital Budget
- b) 2022 Mill Rate Bylaw

2) Council & Legislation

- a) Reserve Land Purchase

3) Council & Legislation

- a) Land Use Bylaw Amendment

G. COUNCIL, COMMITTEES AND CORRESPONDENCE

1) Council Reports

- a) Mayor Johnston
- b) Deputy Mayor Remington
- c) Councillor Pashak – written report

2) Committee Reports

- a) Julie Maplethorpe, Summer Village of Jarvis Bay
 - Sylvan Lake Library Board
- b) Joint Services Committee Minutes

3) Upcoming Meetings

- a) Council Meeting – May 16, 2022

H. ADJOURNMENT

Summer Village of Half Moon Bay
Regular Meeting Minutes
March 2, 2022

C-1

Minutes of a Regular Council Meeting of the Summer Village of Half Moon Bay, Province of Alberta, held March 2, 2022, in the Summer Village Administration Office at Sylvan Lake, Alberta.

PRESENT	Mayor:	Jon Johnston via Zoom
	Deputy Mayor:	Andrea Remington via Zoom
	Councillor:	Mike Pashak via Zoom
	CAO:	Tanner Evans
	Development Officer:	Kara Kashuba
	Public Works Coordinator:	Chris Loov
	Finance Officer:	Tina Leer
	Recording Secretary:	Teri Musseau
	Delegation:	Phil Dirks, Metrix Group

CALL TO ORDER The Meeting was called to order at 9:09 a.m. by Mayor Johnston.

AGENDA APPROVAL

HMC-22-011 MOVED by Mayor Johnston that the agenda be adopted as presented.
CARRIED

CONFIRMATION OF MINUTES

HMC-22-012 MOVED by Councillor Pashak that the minutes of the Regular Meeting of Council held on January 26, 2022, be approved as presented.
CARRIED

DELEGATION

Phil Dirks from the Metrix Group joined Council to present the 2021 audited financial statements.

Phil Dirks left the meeting at 9:44 a.m.

HMC-22-013 MOVED by Councillor Pashak that Administration move \$74,281 into unrestricted surplus from the general operating reserve to cover the deficit identified by the audit.
CARRIED

HMC-22-014 MOVED by Mayor Johnston that Council accept the 2021 audited financial statements are presented and authorize the Mayor to sign the financial return.
CARRIED

INFORMATION ITEMS

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

Councillor Pashak inquired about the drainage requirements for a hot tub permit that was recently issued by the Development Officer. Alberta Environment and Parks had been contacted by the Development Officer and no setbacks were required for a hot tub. They suggested the structure be treated like any other building with the setback being 3.25 meters away from the water well. Council suggested the homeowner be asked to ensure the drainage hose is being directed away from the well casing.

- 5) Lacombe Regional Emergency Management Plan Field Exercise
- 6) CAO Goals

HMC-22-015 MOVED by Mayor Johnston that the information items be received as presented.

CARRIED

REQUEST FOR DECISION

FINANCE

HMC-22-016 Capital Budget
MOVED by Mayor Johnston that Council table the Capital Budget and hold a special meeting to approve it after Administration has obtained quotes for the drainage ditch and received information on any MSI grants that may need to be utilized this year.

CARRIED

HMC-22-017 Municipal Sustainability Initiative Memorandum of Agreement
MOVED by Councillor Pashak that Council authorize the Mayor to sign the Municipal Sustainability Initiative Memorandum of Agreement extending the program by 2 years.

CARRIED

HMC-22-018 Municipal Leaders' Caucus
MOVED by Mayor Johnston that Council accept the Municipal Leaders' Caucus item as information.

CARRIED

HMC-22-019 Council Remuneration Policy
MOVED by Mayor Johnston that Administration amend the Council remuneration policy as discussed removing 1(b) from the policy as Committee Members have a separate remuneration policy.

CARRIED

HMC-22-020 RR 21 Drainage Letter of Support
MOVED by Mayor Johnston that Council write a letter of support to Alberta Environment and Parks for Red Deer County's proposed drainage work at RR 21.

CARRIED

COUNCIL REPORTS

- Councillor Pashak
- No reports

- Mayor Johnston
- Joint Services Committee

- Deputy Mayor Remington
- No reports

COMMITTEE REPORTS

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

HMC-22-021 MOVED by Mayor Johnston that the Council and Committee reports be accepted as information.

CARRIED

NEXT MEETING

HMC-22-022 MOVED by Mayor Johnston that the next meeting of Council be held April 7, 2022, at 9:00 a.m.

CARRIED

ADJOURNMENT

HMC-22-023 MOVED by Mayor Johnston that being the agenda matters have been concluded, the meeting adjourned at 11:47 a.m.

CARRIED

JON JOHNSTON, MAYOR

TANNER EVANS, CAO

HALF MOON BAY COUNCIL MEETING TASKS

TASK

MOVE \$74,281 TO UNRESTRICTED SURPLUS FROM GENERAL CONTINGENCY
 FURTHER CLEAN UP NEEDED AFTER TREE REMOVAL IN RESERVE
 DEAD TREES PREVIOUSLY DISCUSSED ON PRIMROSE & WEST SIDE FOR SPRING REMOVAL
 WALK THROUGH RESERVES TO DETERMINE IF MARKED THREES NEED TO COME OUT THIS YEAR - REMARK WITH DIFFERENT COLOUR
 PRIMROSE ENTRANCE, LEFT HAND SIDE, CORNER PROPERTY, TREE NEEDS TO BE REMOVED
 TREES ON RR21, 10-12 NEED REMOVING
 PRICING FOR DRAINAGE DITCH FOR NEXT MEETING
 PROVIDE SNOW CONTRACTOR FEEDBACK ON EQUIPMENT AND RIDGES LEFT ON PEOPLES DRIVEWAYS
 PATHWAY POLICY/SURVEY RESULTS
 LUB AMENDMENT TO INCLUDE HOT TUB SETBACKS
 ASK HOT TUB OWNER TO HAVE DRAINAGE HOSE PUT AWAY FROM WELL CASING
 CREATE POLICY FOR PUBLIC WORKS ITEMS TO SET SERVICE LEVELS AND STANDARDS FOR MAINTENANCE THAT ALLOWS PW TO DO WORK WITHOUT HAVING TO ASK COUNCIL

COMPLETED

CHECK ON EXPIRING MSI FUNDS
 EMAIL ANDREA 10-CAPITAL PLAN
 SCHEDULE SPECIAL MEETING TO APPROVE CAPITAL BUDGET AFTER MSI FUNDING INFO AND DRAINAGE QUOTE RECEIVED
 AMEND COUNCIL REMUNERATION POLICY TO REMOVE 1(B)

ASSIGNED TO

TINA
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Council
JSC
HRSC
JSO

JANUARY CAO Goal Setting CAO Goal Setting CAO merit increase	FEBRUARY Year End Financial Year End Financial	MARCH Financial Audit Review	APRIL Q1 Review Adopt Mill Rate Q1 Financial Review
MAY	JUNE	JULY Q2 Review Organizational Meeting Q2 Review Organizational Meeting	AUGUST
SEPTEMBER Strategic Planning CAO Review	OCTOBER Q3 Review Q3 Review Budget Discussion CAO Review & Increase Consolidate CAO Review	NOVEMBER Adopt JSC Budget SV Budget Discussion	DECEMBER Adopt Municipal Budget

Summer Village of Half Moon Bay**Administration and Finance****Council Date: April 19, 2022****Information Item****Agenda Item: *Accounts Payable Update*****Background:**

Total payables processed and presented to Council \$ 41,379.20

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

- | | |
|--|--------------|
| 1. Government of Alberta | \$ 3,191.00 |
| a. Police Funding Fiscal 2021 | |
| 2. Alberta School Foundation Fund | \$ 25,783.16 |
| a. 1 st Quarter 2022 School Funding | |
| 3. Summer Village of Norglenwold-Accrual | \$ 2,987.25 |
| a. Feb 2022 Muni Specific Costs | |
| b. Feb 2022 Shared Costs | |

Council Expense Claims Report:**February 2022**

- | | |
|--------------------|-----------|
| ▪ Andrea Remington | \$ 100.00 |
| ▪ Mike Pashak | \$ 100.00 |

March 2022

- | | |
|--------------------|-----------|
| ▪ Jon Johnston | \$ 385.00 |
| ▪ Andrea Remington | \$ 100.00 |

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
2022-04-06 8:55 AM

Summer Village of Half Moon Bay
List of Accounts for Approval
Batch: 2022-00021 to 2022-00030

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Bank Code - NewAcct - New Main Bank Code

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
47	2022-02-28	Al's Bobcat & Trucking	18497	Sand/Snow Removal Feb 15 to 22	1,196.48	1,196.48
48	2022-02-28	Town of Blackfalds	IVC053946	2022 LREMP Member Contributor	2,500.00	2,500.00
49	2022-03-29	Al's Bobcat & Trucking	18387	Sanding- Jan 3 to 14-Rec'd March	1,634.33	
			18541	Sanding March 7th	311.85	1,946.18
50	2022-03-29	Empringham Disposal Corp	30771	Feb Bi Weekly Collection	281.35	281.35
51	2022-03-29	Red Deer Catholic Regional	2022-1	Supplementary Tax Requisition	898.56	898.56
52	2022-03-29	Red Deer County	DUST2022	RR 21 Dust Suppression	875.00	875.00
53	2022-03-30	Government of Alberta	1800027108	Police Funding Fiscal 2021-22	3,191.00	3,191.00
54	2022-03-31	Al's Bobcat & Trucking	18557	Mar 22 Snow Removal & Steam 5	1,365.00	1,365.00
55	2022-03-31	Empringham Disposal Corp	30881	Bi Weekly Collection	281.35	281.35
Total Computer Cheque:						12,534.92

EFT

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
33	2022-02-28	Summer Village of Norglenwold	2022-00037	Feb 2022 Muni Specific Costs	240.00	
			2022-00043	Feb 2022 Monthly Shared Cost	2,747.25	2,987.25
Total EFT:						2,987.25

OTHER

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
3028	2022-02-28	Epcor	FEB222022-6937	Utilities	73.87	73.87
3043	2022-03-29	Alberta School Foundation Fund	12556	1st Quarter School Funding	25,783.16	25,783.16
Total Other:						25,857.03

Total NewAcct: 41,379.20

Date Printed
2022-04-06 8:55 AM

Summer Village of Half Moon Bay
List of Accounts for Approval
Batch: 2022-00021 to 2022-00030

Page 2

Certified Correct This April 6, 2022

Mayor

Administrator

Summer Village of Half Moon Bay

April 19, 2022

Public Works

Information Item

Agenda Item: *Public Works Report*

Background:

The following will provide an update on current Public Works projects and programs:

- Several more trees and stumps along Primrose Land and in the West Reserve have been marked for removal in late April. These trees have been marked with green paint and trees marked at the base will have dead limbs removed to mitigate potential safety hazards.

- Administration has received quotes for drainage work at the west end of the village and the contract has been awarded to Urban Dirtworks for the quoted amount of \$16,763.54. This price includes:

- Regrading of the ditch approximately 35 meters back from the proposed culvert installation (this location is shown on the Stantec Drainage Study completed last winter)
- the installation of a 20 meter 600mm culvert across Halfmoon Bay Drive with rip-raped ends.
- Fill materials, compaction, and repaving of Halfmoon Bay Drive.
- Construction of a 6 meter wide approach into the neighboring field with a 400mm culvert installed along the village ditch.
- Topdressing of the ditch with topsoil and broadcast grass seed.

- An application has been sent to Red Deer County for calcium chloride application on RR21 near the village entrance to help with dust suppression.

- Street sweeping will be completed in mid April.

Options for Consideration:

Accept as information

Authorities:

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

Summer Village of Half Moon Bay

April 19, 2022

Planning and Development

Information Item

Agenda Item: *Development Update*

Background:

Development Permit Update:

Currently there are 94 development permits issued in the Summer Villages (33 in Birchcliff, 3 in Half Moon Bay, 11 in Jarvis Bay, 24 in Norglenwold, and 23 in Sunbreaker Cove).

The following is the list in Half Moon Bay:

49 Lakeview Road	Demolition & Dwelling
57 Warbler Close	Hot Tub
32 Lakeview Road	Dwelling Addition

Permit Summary:

Year to date 2022:

January - 1 development permit. Estimated project cost \$30,000.00.

February - 0 development permits. Estimated project cost N/A.

March – 0 development permits. Estimated project cost N/A.

2021:

January – 0 development permits. Estimated project cost N/A.

February – 0 development permits. Estimated project cost N/A.

March – 0 development permits. Estimated project cost N/A.

Administrative Recommendations:

Council to accept as information.

Authorities:

Land Use Bylaw #123/13.

Summer Village of Half Moon Bay

Finance

Request for Decision

Agenda Item: *Capital Budget*

Background:

Attached is the proposed capital project budget for 2022.

Options for Consideration:

- 1) That Council review and discuss the Capital Budget information provided and to provide any necessary input and projects into the 2022 Capital Budget.

Administrative Recommendations:

- 1) That Council approve a 2022Capital Budget.

Authorities:

Section 242(1) of the Municipal Government Act, R.S.A. 2000, c M-26, provides that Council must adopt an operating budget for each calendar year.

Capital Projects		Total 2022	Budget	Tentative 2022	Tentative 2023	Tentative 2024
Expenses Anticipated	Storm Water Drainage - West End	\$	25,000.00	Waste Water Phase 5-\$190,000	Wastewater Phase 4-\$957,000	RR21 Replanting-\$20,000
	East EOS Tree Planting	\$	10,000.00			
	West EOS Danger Tree Removal	\$	5,500.00			
	Primrose Lane Danger Tree Removal	\$	4,740.00			
Total Expenses		\$	45,240.00			
Funding Anticipated	MSI	\$	25,000.00			
	General Operating Reserve	\$	10,000.00			
	General Operating Reserve	\$	5,500.00			
	General Operating Reserve	\$	4,740.00			
Total Grants		\$	45,240.00			
Amount Required from Taxation		\$	-			

Summer Village of Half Moon Bay

Finance

Request for Decision

Agenda Item: *Mill Rate Bylaw #163-22*

Background:

Administration would like to provide the 2022 Mill Rate Bylaw #163-22 for approval in order to run the 2022 property taxes.

Options for Consideration:

- 1) Council review Bylaw #163-22

Administrative Recommendations:

- 1) That Council give 1st reading to By-Law #163-22
- 2) That Council give 2nd reading to By-Law #163-22
- 3) Upon unanimous consent by Council to give 3rd reading at this meeting
- 4) That Council give 3rd reading to By-Law #163-22

Authorities:

Section 353(1) of the Municipal Government Act, R.S.A. 2000, c M-26, provides that each Council must pass a property tax bylaw annually.

Section 353(2) The property tax bylaw authorizes the Council to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of

- (a) the expenditures and transfers set out in the budget of the municipality, and
- (b) the requisitions

Summer Village of Half Moon Bay
2022 Mill Rate Bylaw
No. #163-22

A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE SUMMER VILLAGE OF HALF MOON BAY FOR THE 2022 TAXATION YEAR.

WHEREAS, the Summer Village of Half Moon Bay has prepared and adopted detailed estimates of municipal revenue, expenses and expenditures as required, at the council meeting held on April 19, 2022.

WHEREAS, the estimated municipal revenues and transfer from all sources other than taxation is estimated at \$58,093.98 and the balance of \$145,318.27 is to be raised by general municipal taxation; and

WHEREAS, the estimated municipal expenses (excluding non-cash items) set out in the annual budget for the Summer Village of Half Moon Bay for 2022 total \$203,412.25; and

THEREFORE, the total amount to be raised by general municipal taxation is \$145,318.27 and

WHEREAS, the requisitions are estimated to be:

Alberta School Foundation Fund	
- Residential & Farm Land	\$ 108,809.94
- Non-residential	\$ 150.19

Red Deer Catholic Regional Division No. 39	
- Residential & Farm Land	\$ 3,771.94
- Non-residential	\$ 0.00

Designated Industrial Property	\$ 2.99
Total Requisitions Collected	\$ 112,735.06

WHEREAS, the council is authorized to sub-classify assessed property, and to establish different rates of taxation in respect to each sub-class of property, subject to the *Municipal Government Act*, Chapter M-26, Revised Statutes of Alberta, 2000; and

WHEREAS, the assessed value of all property in the Summer Village of Half Moon Bay as shown on the assessment roll is:

Residential	\$ 41,359,150
Non-Residential & Designated Industrial Property	\$ 39,000
Taxable Assessment	\$ 41,398,150
Exempt	\$ 4,217,540
Total 2022 Assessment	\$ 45,615,690

NOW THEREFORE under the authority of the *Municipal Government Act*, the Council of the Summer Village of Half Moon Bay, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Summer Village of Half Moon Bay:

	Tax Levy	Assessment	Tax Rate
General Municipal			
Residential	\$145,183.02	\$ 41,359,150	3.5103
Non-Residential	\$135.25	\$ 39,000	3.5103
Totals:	\$145,318.27	\$ 41,398,150	
School Requisitions			
Residential & Farm Land	\$ 112,581.88	\$ 41,359,150	2.7221
Non-Residential	\$ 150.19	\$ 39,000	3.8510
Totals:	\$ 112,732.07	\$ 41,398,150	
Designated Industrial Property	\$ 2.99	\$ 39,000	0.0766

2. That this bylaw shall take effect on the date of the third and final reading.

READ a first time on this 19th day of April 2022.

READ a second time on this 19th day of April 2022.

Given UNANIMOUS consent to go to third reading on this 19th day of April 2022.

READ a third and final time on this 19th day of April 2022.

Jonathan Johnston, Mayor

Tanner Evans, C.A.O.

Summer Village of Half Moon Bay

April 19, 2022

Council and Legislation

Request for Decision

Agenda Item: *Land Purchase for Reserves*

Background:

A resident of Half Moon Bay sent the attached email to Council for consideration. Currently there are 2 vacant lots available for purchase in the Summer Village; both of which are being suggested that Council purchase and turn into reserve land that would benefit all residents.

The lands in question are currently zoned for residential development. Should Council purchase any private property to keep as reserve land, amendments would need to be made to the Land Use Bylaw to rezone the properties.

Options for Consideration:

- 1) Council discuss and provide direction to Administration.
- 2) Council accept as information.

Administrative Recommendations:

Council discuss and provide direction to Administration.

Authorities:

Date: March 22, 2022 at 4:07:39 PM MDT
Subject: An Idea for more Reserves for Village

I have a copy of the original subdivision plan, created for the Village, submitted by Snell and Oslund Surveys to the Red Deer Regional Planning Commission. It is dated 1961.

The amount of land required to be designated for Reserve (green space), 61 years ago, was minimal. The current East Reserve is 2.04 acres. The current West Reserve is 1.13 acres. Primrose Lane is .46 acres. Along the lakeshore there are 3 areas identified as Reserve. Reserve One is .14 acres, Reserve Three is .26 acres and Reserve Five is .06 acres, Reserve 13 is .09 acres.

There is an incredible opportunity right now to increase the amount of Reserves (green space) for the village by buying two existing vacant lots. A community can never have too much green space.

The first property I am proposing the village buy is on Hummingbird Lane. [REDACTED], the original owner of the last pristine lakefront lot on Hummingbird Lane died March 2, 2021. I met one of his son's, [REDACTED], on the beach this summer. [REDACTED] said the last time he was at Halfmoon Bay was over 50 years ago. He and his Dad spent the day sailing and he has never been back until the summer of 2021. [REDACTED] said he was here to "check it out". Didn't know we were our own municipality, didn't realize the beach front was for everyone, not just lakefront owners. He said he had 3 other siblings involved and they didn't know what they were going to do with it. The lot measures 83 feet parallel to the lake, 50 feet parallel to Hummingbird Lane, one side yard measurement is 196.52 feet and the other side yard measurement is 182.95. There is no gas line, no power, no well, just bare land. I have the contact information for [REDACTED] and it is the following: [REDACTED]

The second property that should also be considered to be purchased for a Reserve is [REDACTED] vacant lot on Warbler Close. No gas line, no power, no well, just bare land. [REDACTED] lot measures 119.8 feet parallel to Halfmoon Bay Drive, 50 feet parallel to Warbler Close, one side yard is 122.2 feet, the other is 190.65 feet. Already fenced off from access to lot along Halfmoon Bay Drive. This property is currently listed for sale at \$375,000.00 with a Royal LePage.

The residents of the village clearly enjoy the "naturalness" of the village. The existing reserves have always been left natural, by consensus of the residents. Natural trees, bushes, not covered in lifeless manicured grass like city green spaces. The lakeshore has been left natural by consensus. The last thing Warbler Close and Hummingbird Lane needs is another ginormous house with detached garage and suite above the garage being squeezed into 50 feet of width street side. Along with a house comes extra cars, boats, quads, golf carts, motor homes.

Perhaps [REDACTED] lot could become a place for recycling bins for plastic cans, paper, glass, yard refuse to be mulched and placed on existing walkways. [REDACTED] lot already has a path through it that has been there for 61 years! This current path could be become another walkway by being widened and mulch placed on it.

The Government of Alberta seems to be rolling in “dough” again. Perhaps there is a government grant the village could utilize to buy these properties for the purpose of the lots becoming green spaces (public spaces) for the village. Perhaps the Alberta Government could provide a low interest loan to the village to buy these properties.

Both families are facing capital gains tax on the sale of these properties. These properties are what Revenue Canada calls “personal use property” and capital gains tax is owing when they are sold. I’m not an estate lawyer or tax lawyer but there must be some capital gains tax reduction which induces people to sell their property to a municipality (summer village) if the municipality is going to declare it municipal reserve. Example, the [REDACTED] family in Sylvan Lake in 2026. [REDACTED] family donated 20 acres to the Town of Sylvan Lake on the condition it be used as a sports park and be called [REDACTED] Park. The town purchased another 54 acres for \$1.08 million, negotiated price of \$20,000.00 per acre price to be paid out over 4 years. Another six acres will be dedicated to municipal reserve.

Two more reserves (green spaces) benefit all the residents of Halfmoon Bay. More natural area is always a benefit in a community. As you can tell I am passionate about Half Moon Bay. This is just an idea that came to my mind on one of my daily walks.

Thanks for taking the time to read my email.

Elizabeth Zazulak
[REDACTED]

Summer Village of Half Moon Bay

April 19, 2022

Planning and Development

Request for Decision

Agenda Item: *LUB 123/13 Amendment*

Background:

During the latest Municipal Accountability Program review, a required Land Use Bylaw change has come up to be made, below is the revision to be made:

Part One: 1.7 Current Regulation:

“Development Permit application fees and fees for other matters arising through this Land Use Bylaw will be established by resolution of Council. Council may at any time by resolution increase, decrease or establish new fees for matters covered in this Bylaw.”

Part One: 1.7 Proposed Regulation:

“Development Permit application fees and fees for other matters arising through this Land Use Bylaw will be established by Council in the Summer Village of Half Moon Bay Fees Bylaw. Council may amend the bylaw to increase, decrease or establish new fees by an amendment bylaw.”

The way this section is currently worded is incorrect as a bylaw cannot be changed by resolution of Council, it must go through the normal amendment process as any bylaw would. A bylaw amendment needs a first reading, a public hearing and then must receive second and third readings to pass. This is in contravention of section 8(c) of the Municipal Government Act, which requires fees to be a set by bylaw.

Attached is Bylaw #165-22 for Councils review.

Options for Consideration:

1. Give first reading to Bylaw #165-22 and schedule a public hearing for the next meeting or,
2. Amend Bylaw #165-22, then give first reading and schedule a public hearing.

Administrative Recommendations:

Council to give first reading to Bylaw #165-22 and schedule a public hearing for the next Council meeting.

Authorities:

Land Use Bylaw #123/13 – Council on its own initiative may give first reading to a bylaw to amend this Land Use Bylaw.

Section 230(1) of the MGA – Council must hold a public hearing before second reading of a bylaw.

**SUMMER VILLAGE OF HALF MOON BAY
LAND USE BYLAW
AMENDMENT BYLAW #165-22**

Being a Bylaw of the Summer Village of Half Moon Bay, in the Province of Alberta, to authorize amendments to the Summer Village of Half Moon Bay Land Use Bylaw 123-13.

WHEREAS Section 692 of the Municipal Government Act, RSA 2000, authorizes a Council to amend a land use bylaw;

WHEREAS the Council deems it desirable to amend Land Use Bylaw 123-13;

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

An amendment to the Land Use Bylaw 123/13:

- 1. Part One: 1.7 – Revise to:
“Development Permit application fees and fees for other matters arising though this Land Use Bylaw will be established by Council in the Summer Village of Half Moon Bay Fees Bylaw. Council may amend the bylaw to increase, decrease or establish new fees by an amendment bylaw.”

INTRODUCED AND GIVEN FIRST READING this 19th day of April 2022.

Jonathan Johnston, Mayor

Tanner Evans, C.A.O.

PUBLIC HEARING HELD this 16th day of May 2022.

GIVEN SECOND READING this 16th day of May 2022.

GIVEN THIRD AND FINAL READING this 16th day of May 2022.

Jonathan Johnston, Mayor

Tanner Evans, C.A.O.

Summer Village of Half Moon Bay

April 19, 2022

Council Reports

Information Item

Council Reports:

Jon Johnston

Andrea Remington

Mike Pashak – written reports

Committee Reports:

Julie Maplethorpe, Summer Village of Jarvis Bay

- Town of Sylvan Lake Library Board

Correspondence:

Information Items:

Upcoming Meetings:

Next Council Meeting – May 16, 2022

COUNCIL REPORTS (December 9, 2021):

Councillor Mike Pashak - report

Sylvan Lake Regional Wastewater Commission (SLRWWC)

- The 2022 Operating Budget has been approved. The Town of Sylvan Lake (TOSL) will see a 3.59% rate increase (\$1.81 per m3 to \$1.875 per m3) and the SVs on the North Shore will see a 1.0% rate increase (\$2.99 per m3 to \$3.02 per m3).
- In 2024, the SLRWWC will move to a single rate for all members and it is forecast to be in the \$2.10 per m3 +/- 2%.
- The North Shore Line is now operational and 20 SBC residents have connected to the line. In the first week there were operational issues possibly due to poor commissioning practices. There will be some key take-aways for HMB with our project.

SLRWWC South Shore Line Project

- Teresa Beets (Chair SLRWWC) and myself (Vice Chair SLRWWC) met with Town of Eckville officials to discuss them joining the SLRWWC. Their membership in SLRWWC would benefit all members from a financial and operational perspective. They are currently reviewing options to upgrade their treatment and lagoon systems or join SLRWWC.
- The SLRWWC has applied for a Water For Life grant to fund the first phase of the South Shore Line from TOSL to HMB. Costs are forecast to be \$13.5 million. It could take a few months to know if the application is successful. During that time, Teresa and I will be meeting with Ministers of Municipal Affairs, Environment & Parks, and Transportation to educate them on the project, its requirements, and to gain their support.

Association of Summer Villages of Alberta (ASVA) meetings:

- CAO Focus Group – ASVA Strategy and Priorities. I organized and moderated a group discussion that included 6 CAOs representing 60 per cent (30 of 51) of the Summer Villages; Tanner Evans was one of the CAOs. The discussion helped inform the ASVA about the current issues that Summer Villages face and what the priorities should be for ASVA.
- Mayor & CAO Survey – ASVA Strategic Plan and Priorities. The survey was sent out on March 19. The initial release was to 77 people; 43% of all elected officials and CAOs for Summer Villages. The survey results will help inform ASVA on what their priorities should be in the upcoming years.
- ASVA Town Hall – Boat Mooring & new AEP Disturbance Standard. The Town Hall was held on March 23. Jon Johnston and myself attended the virtual Town Hall. In total there were 62 participants representing 42 of 51 Summer Villages. Gerry Haekel from AEP presented and answered questions. Three SV also presented their solutions for Back Lot property owners. I presented on HMB's solution and our Boat Mooring policy.

Alberta Urban Municipalities Association (AUMA)**Alberta Municipalities Spring MLC – March 9-10**

I virtually attended the AB Munis Spring MLC. Attending virtually is a good way to gather information but it does not allow a person to continue to build the necessary relationships with Ministers of Municipal Affairs, Environment and Parks, and Transportation, who were in attendance and provide various infrastructure grant funding to Summer Villages.

There were four educational sessions during this conference and here is the link to those PPT presentations: [MLC presentations & APPS position \(RFD\) now available | Alberta Municipalities \(abmunis.ca\)](#)

The MLC sessions included:

1. Alberta Provincial Police Service. Background information was provided and that lead into a discussion around adopting an official policy position on the proposed independent Alberta Provincial Police Service.
2. Emergency Medical Services (EMS). Darren Sandbeck, Chief Paramedic with Alberta Health Services EMS, provided an update on Alberta's 10-point plan to address ambulance service pressures and improve Alberta's EMS system.
3. Municipal Financial Health and LGFF. An update was provided on the work of Alberta Municipalities' Municipal Financial Health Working Group (I am a member of that working group) as it relates to designing an LGFF allocation formula. What was interesting in Minister Ric McIver's address to the MLC attendees is that he told the group, we, municipalities need to tell the GOA what to do as that would be preferable to them having to design the allocation formula. What I heard is that the GOA is very open to being influenced.
4. Future of Municipal Government. The first phase of Alberta Municipalities Future of Municipal Government Project involves research being led by the School of Public Policy on key topics impacting municipalities - from governance trends, demographic and fiscal shifts to appropriate responses to extreme weather events among others. The research will serve as the foundation for municipalities to identify future governance challenges, develop creative solutions, and build thriving communities

AUMA Financial Health Working Group

This committee held its final meeting in February and recommendations for a LGFF allocation formula were forwarded to the Alberta Municipalities Board of Directors for their consideration. There is still work to do to ensure that all Summer Villages get an equal and appropriate share of the future LGFF infrastructure grant funding.



THE TOWN OF SYLVAN LAKE LIBRARY BOARD – REGULAR MEETING HIGHLIGHTS

WEDNESDAY – MARCH 9, 2022 – 6:30PM

1. Treasurer's Report

The Treasurer's Report was approved as presented.

2. Director's Report

The Director's Report was approved as presented.

Confirmation was received from the Public Library Services Branch (PLSB) that the provincial funding will remain stable for the 2022-2023 fiscal year.

Parkland Regional Library System (PRLS) recently entered into a resource lending agreement with The Regional Automation Consortium (TRAC) to provide expanded access to the digital OverDrive collection. TRAC is a partnership of Marigold Library System, Northern Lights Library System, Peace Library System, Yellowhead Regional Library, and their member libraries. Parkland Regional, Chinook Arch Regional and Shortgrass Library Systems currently do not belong to the TRAC consortium, however, Parkland Library members can now access the digital OverDrive e-books and e-audiobooks owned by the TRAC library systems. This lending agreement enables the Sylvan Lake Library patrons to access thousands of additional titles.



3. New Items

The Sylvan Lake Library has renewed a partnership with Landmark Cinemas to bring back the Film Society. In March "Wildwood" will be featured, followed by "Learn to Swim" in April. Both films have been arranged through Mongrel Media directly.

4. Policy

Work continues with sub-committees to update and review policies on an ongoing basis.

Meeting adjourned at 7:04pm.

Next Regular Meeting – April 9, 2022, at 6:30pm

Joint Service Committee
Regular Meeting Minutes
February 28, 2022

G-1,2,3

IN ATTENDANCE

Chair / Birchcliff: Roger Dufresne
Half Moon Bay: Jon Johnston
Jarvis Bay: Julie Maplethorpe
Norglenwold: Jeff Ludwig
Sunbreaker Cove: Jim Willmon
CAO: Tanner Evans

CALL TO ORDER

The Meeting was called to order at 1:02 a.m. by Chair Dufresne.

AGENDA APPROVAL

JSC-22-01

MOVED by Julie Maplethorpe that the agenda be adopted as presented.

CARRIED

ADOPTION OF MINUTES

JSC-22-02

MOVED by Julie Maplethorpe to adopt the Regular Meeting Minutes of October 28, 2021 as amended.

CARRIED

INFORMATION ITEMS

- 1) 4th Quarter Budget Report
- 2) CAO Goals

JSC-22-03

Moved by Jeff Ludwig to accept the information items with one amendment to CAO goal #3 – the personnel policy will be reviewed one section at a time by the HRSC for approval by the JSC.

CARRIED

REQUESTS FOR DECISION

- 1) Level of Service Agreement

JSC-22-04

MOVED by Chair Dufresne that the JSC move to a closed session at 2:09 p.m.

CARRIED

JSC returned from a closed session at 5:25 p.m. The following motions were made by the Chair:

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JSC-22-05 All new business arising outside of the Level of Service Agreement will go to the Project Review Board.

JSC-22-06 The annual calendar should go back to each council for review and information.

The following motions were made in regards to the draft Level of Service Agreement:

JSC-22-07 Administration will get 3 bids for projects, and make recommendations on a 3rd party contractor, including their reasons for making the recommendation. When 2 or more municipalities are involved, JSC recommends approval and council will give final approval.

JSC-22-08 CAO to return to JSC with a draft procedural bylaw that will be standardized for all 5 summer villages.

JSC-22-09 Public engagement meetings that involve administration will be approved by the Project Review Board. Annual information meetings will no longer require administration's attendance.

JSC-22-10 Each municipality will send out 2 newsletters per year, to be edited and proofed by administration. Any other written communication outside of the scope of an identified project will not be included in the Level of Service Agreement.

JSC-22-11 JSC approves the recommendation for 5 business day response times.

CARRIED

ROUND TABLE

Each member gave a round table update of the ongoing business in their respective municipalities.

The PRB will meet on March 16 at 9:00 AM.
The JSC will meet on April 27 at 1:00 PM.

ADJOURNMENT

JSC-22-12 Moved by Chair Dufresne that being the agenda matters have been concluded, the meeting adjourned at 5:43 p.m.

ROGER DUFRESNE, CHAIR

TANNER EVANS, CAO

DRAFT