

HMB Volunteer Projects



The Summer Village of Half Moon Bay (HMB) will strive, when appropriate, to utilize volunteers to complete tasks or work in the community. One of HMB's strengths is the willingness of residents to volunteer their time for the benefit of the community.

A number of volunteer projects have been identified for 2021. They include:

1. **East Beach Maintenance** – this project includes the mechanical tilling and raking that residents have done for the last number of years. Volunteers will use their personal equipment to tow available harrow, disc plough, or leveling device around the beach area in a manner that helps prevent weed growth, breaks up compacted sand to create an enjoyable playing surface, and to help keep the beach level minimizing tripping hazards.
2. **West Beach Maintenance** - this project includes the mechanical tilling and raking that residents have done for the last number of years. Volunteers will use their personal equipment to tow available harrow, disc plough, or leveling device around the beach area in a manner that helps prevent weed growth, breaks up compacted sand to create an enjoyable playing surface, and to help keep the beach level minimizing tripping hazards.
3. **West Beach Earthen Ramp Landscaping** – this work includes the planting of bushes and trees along the earthen ramp from the West EOS down to the beach. Residents identified the need for this beautification work once the ramp was constructed in 2019. June Bergman created a planting plan for the area that utilizes bushes found in the area and that will do well with minimal maintenance.
4. **West Beach Shelter – main underground electrical feed.** This work involves trenching from a power pole on Warbler Close through the West Reserve down to the Beach Shelter. A ditch witch type machine will be rented for the trenching portion. Once the trench is open volunteers will lay the electrical cable in the trench and then backfill the trench.
5. **Dead Tree Removal – North side of HMB Drive.** The trees to be removed during this work have been identified with blue paint. It would also include the removal of all deadfall, branches, trees and logs laying on the forest floor in this area. Once the trees are down, they will be hauled to the Eckville Transfer Station burn pile. Prior to hauling away, Residents will be given the opportunity to take the downed trees for firewood. Volunteers that want to operate a chainsaw during the course of this work must complete an HMB approved Chainsaw Safety Course.

6. **Dead Wood Removal and Clean Up** – East Reserve, West Reserve, and along East Boundary Fence adjacent to RR21. This work includes the removal of all deadfall, branches, trees and logs laying on the forest floor to reduce forest fire fuel. Also, remove any stacked firewood in the EOS areas. This work is easier done in the spring and fall when the leaves are off the trees. HMB may consider stacking this dead wood and burning it during the winter months but that is yet to be determined.
7. **Two Rail Fence – EOS West.** There is approximately 40 feet of two rail fence to build on the border of EOS West adjacent to Half Moon Bay Drive. This will complete the fence in this area and will have the same look and feel as the EOS East border along Half Moon Bay Drive.

Volunteer FAQs

1. Why did HMB create a Volunteer Policy?

A Volunteer Policy was created to ensure that HMB properly managed all risk and liability associated with volunteers completing work on behalf of the summer village. The Community & Volunteer Acknowledgement Form and all volunteer process documents were created with legal input.

2. Where can I find the Community & Volunteer Acknowledgement Form and all volunteer process documents?

HMB has posted those documents on their webpage located at:
<http://www.sylvansummervillages.calhalf-moon-bav.html>

3. How do I know what work is available for volunteers?

HMB will post available volunteer positions on their webpage located at:
<http://www.sylvansummervillages.calhalf-moon-bav.html>

4. How do Residents sign up for these volunteer projects, who should they contact?

The process is new and for now as we test our processes, Residents that would like to volunteer their time on a certain project can contact Mayor Mike Pashak at mike.pashak@shaw.ca Mike will connect them with the Volunteer Supervisor that is supporting the project they are interested in.

5. Are there any special requirements for becoming a volunteer?

There are no special requirements to becoming a volunteer. You should be of good health, capable of completing the work, and able to follow the directions of the Volunteer Supervisor.

6. What are the first steps to becoming a volunteer once I have signed up?

Before beginning any volunteer work a Community & Volunteer Acknowledgement Form must be filled out and signed by the person wanting to volunteer. HMB will then provide any necessary training and orientation for volunteer. After a volunteer attends this training and orientation, they will be eligible to participate in the project or work activity.

7. What is a Volunteer Supervisor?

The Volunteer Supervisor plays an integral role in the volunteer process. This role manages and supports volunteers by ensuring required forms are completed and filed with the Summer Village administration, that volunteers are suitable for the work, and that volunteers are properly trained for the work they will be completing. There will always be a Volunteer Supervisor that will support the volunteers during their work.

8. Can anybody become a Volunteer Supervisor?

The Volunteer Supervisor may be a Summer Village Administration staff member or an HMB Resident that has been properly trained and approved for such a position. Allowing an HMB resident to fulfill this role would minimize the workload on Summer Village Administration and provide the flexibility that residents would like to have when completing volunteer tasks and work.

9. Who should I contact to become a Volunteer Supervisor?

The process is new and for now as we test our processes, Residents that would like to become a Volunteer Supervisor can contact Mayor Mike Pashak at mike.pashak@shaw.ca

10. I have a good idea for a volunteer project, what is the process for Residents to identify potential volunteer projects?

The process is new and for now as we test our processes, Residents that have a good idea for a volunteer project should contact Mayor Mike Pashak at mike.pashak@shaw.ca Mike will help them get their project in front of HMB Council.

11. How do those projects get approved by Council and Administration before work can start?

All potential volunteer projects must be submitted to HMB Council and approved by HMB Council before any work can begin. Before approving a project, HMB Council must consider items such as, but not limited to, the cost to complete the work, are there any special skills or training required to complete the project, does the project meet with the goals and intent of the Municipal Development Plan or the Land Use Bylaw, and what type of public consultation is required.