

Minutes of a Regular Council Meeting of the Summer Village of Half Moon Bay, Province of Alberta, held December 4, 2017 in the Summer Village of Half Moon Bay, Alberta.

CALL TO ORDER: The Meeting was called to order at 2:20 p.m. by Mayor Hiscock with the following being present:

Mayor:	Ted Hiscock
Deputy Mayor:	Pamela Skakun
Councilor:	Michael Pashak
Administrator:	Phyllis Forsyth
Recording Secretary:	Teri Musseau

AGENDA APPROVAL: **1. December 4, 2017 Agenda**

DEPUTY MAYOR SKAKUN:
That the December 4, 2017 Regular Meeting Agenda be adopted as presented.

802/17 **CARRIED**

CONFIRMATION OF MINUTES: **1. October 23, 2017 Regular Meeting Minutes**

COUNCILLOR PASHAK:
That the October 23, 2017 Regular Meeting Minutes be confirmed as circulated.

803/17 **CARRIED**

FINANCE & ADMINISTRATION: **1. Administrators Report**

Phyllis Forsyth provided Council with an update of current projects being worked on and happenings in the Summer Villages.

MAYOR HISCOCK:
That Council accept the Administrator's Report as presented.

804/17 **CARRIED**

FINANCE & ADMINISTRATION: **2. Financial Reports**

Phyllis Forsyth provided Council with the following financial reports:

- Accounts Payable Cheque Listing to November 24, 2017
- Operating Budget Report to October 31, 2017
- Outstanding taxes

COUNCILLOR PASHAK:
That Council accept the financial reports as presented.

805/17 **CARRIED**

DEPUTY MAYOR SKAKUN:
That Council approve one third of the 2017 operating budget to begin 2018.

806/17 **CARRIED**

FINANCE & ADMINISTRATION: **3. Grant Reports**

Tina Leer provided Council information on their MSI grant funding.

MAYOR HISCOCK:
That Council accept as information.

807/17 **CARRIED**



**FINANCE &
ADMINISTRATION:**

4. Elected Officials Training

Administration provided Council information on the upcoming Emergency Management Training for Elected Officials being hosted by Administration on January 17, 2017.

DEPUTY MAYOR SKAKUN:

That Council authorize Councillors to attend should their schedules allow.

808/17

CARRIED

**COUNCIL &
LEGISLATIVE:**

1. Joint Service Committee Budget

Administration provided Council the 2018 proposed Shared Costs Budget recommended by the Joint Service Committee.

MAYOR HISCOCK:

That Council approve the 2018 Joint Service Committee Budget as presented.

809/17

CARRIED

**COUNCIL &
LEGISLATIVE:**

2. Joint Service Committee Request for Decision

Administration provided Council two items the Joint Service Committee is looking for feedback on.

MAYOR HISCOCK:

That Administration provide feedback to the Joint Service Committee as discussed.

810/17

CARRIED

**COUNCIL &
LEGISLATIVE:**

3. Council Strategic Goals

Administration provided Council with a layout of mandatory items that may need to be reviewed or developed along with 5 year cycle as part of the 5 year planning.

COUNCILLOR PASHAK:

That Administration update list identifying projects that are currently being worked on by whom and send out to Council.

811/17

CARRIED

**COUNCIL &
LEGISLATIVE:**

4. Service Level Review – Planning and Development

Administration provided Council the services provided by the Planning and Development Department.

DEPUTY MAYOR SKAKUN:

That Council accept as information.

812/17

CARRIED

Chris Loov and Koralyne Lemmon joined the meeting at 3:13 p.m.

PUBLIC WORKS:

1. Public Works Report

Chris Loov provided Council his report on the following project and programs:

- Trees along Primrose and in Warbler Close being removed
- Berm along 65 Aspen Place is complete
- Internet booster at 55 Warbler Close still not in service



- Letter sent to owner of 55 Warbler asking to move the booster from their property
- Broken chain-link fence along RR21 repaired
- Compiling feedback from residents about stray cats
- Researching possible implementation of trap-neuter-return program
- Pathway system being used by snow mobiles to access lake

COUNCILLOR PASHAK:

That Council accept the Public Works report as information.

813/17

CARRIED

PUBLIC WORKS:

2. Snow Removal Policy

Chris Loov provided Council an updated Snow Removal Policy.

MAYOR HISCOCK:

That Council adopt the Snow Removal Policy as amended.

814/17

CARRIED

**PLANNING &
DEVELOPMENT:**

1. Development Update

Koralyn provided Council an update on development permits issued along with current projects.

Currently there are 65 active developments in the 4 summer villages; 5 of which are in Half Moon Bay.

COUNCILLOR PASHAK:

That Council accept the Development Officers report as information.

815/17

CARRIED

**PLANNING &
DEVELOPMENT:**

2. Land Use Bylaw Amendments

Koralyn provided Council with draft amendments to the Land Use Bylaw that would allow for removable accessory buildings with a floor area of 120 sq. ft. or less could be build up to 12 ft. high and their exterior walls placed 2 ft. away from any front, side or rear property lines, without a permit.

MAYOR HISCOCK:

That Council table for amendments.

816/17

CARRIED

**PLANNING &
DEVELOPMENT:**

3. Encroachment Policy

Koralyn provided Council with a revised Encroachment Policy with a revised definition for "encroachment" and the addition of "insurance".

MAYOR HISCOCK:

That Council adopt the Encroachment Policy as presented.

817/17

CARRIED

Koralyn Lemmon and Chris Loov left the meeting at 3:40 p.m.

INFORMATION:

1. Council Reports

Mayor Hiscock provided his report to Council on Alberta Urban Municipalities Association Convention.



Deputy Mayor Skakun provided her report to Council on the Sylvan Lake Regional Water/Wastewater Commission.

Councillor Pashak provided his report to Council on Sylvan Lake Management Committee and Association of Summer Villages of Alberta.

By consensus Council accept as information.

MEETING DATES:

TED HISCOCK:

That the next regular meeting of the Council of Half Moon Bay will be held on January 29, 2017 at 2:30 p.m.

818/17

CARRIED

ADJOURNMENT:

The meeting adjourned at 4:06 p.m.

Ted Hiscock, Mayor

Phyllis Forsyth, C.A.O.

