

Minutes of a Regular Council Meeting of the Summer Village of Half Moon Bay, Province of Alberta, held January 29, 2018 in the Summer Village of Half Moon Bay, Alberta.

CALL TO ORDER: The Meeting was called to order at 2:38 p.m. by Mayor Hiscock with the following being present:

Mayor:	Ted Hiscock (Electronic)
Deputy Mayor:	Pamela Skakun
Councilor:	Michael Pashak
Administrator:	Phyllis Forsyth
Accounting Technician:	Tina Leer
Recording Secretary:	Teri Musseau

AGENDA APPROVAL: **1. January 29, 2018 Agenda**

DEPUTY MAYOR SKAKUN:
That the January 29, 2018 Regular Meeting Agenda be adopted as amended:

D.8. Municipal Leaders Caucus
E.4. Pathway

823/18 CARRIED

CONFIRMATION OF MINUTES: **1. December 4, 2017 Regular Meeting Minutes**

COUNCILLOR PASHAK:
That the December 4, 2017 Regular Meeting Minutes be confirmed as circulated.

824/18 CARRIED

CONFIRMATION OF MINUTES: **1. December 20, 2017 Special Meeting Minutes**

COUNCILLOR PASHAK:
That the December 20, 2017 Special Meeting Minutes be confirmed as circulated.

825/18 CARRIED

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

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

Ted Hiscock left the meeting at 2:41 p.m.

DEPUTY MAYOR SKAKUN:
That Council accept the Administrator's Report as presented.
826/18 CARRIED

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

Tina Leer provided Council with the following quarterly financial reports:

- Accounts Payable Cheque Listing to December 31, 2017
- Accounts Payable Cheque Listing to January 18, 2018
- Operating Budget Report to December 31, 2017

Ted Hiscock rejoined the meeting at 2:48 p.m.



Chris Loov joined the meeting at 3:01 p.m.

- Payroll Journal for November & December
- Alberta School Foundation Funds to December 31, 2017
- Bank Balances and Allocated Reserves
- Outstanding taxes

COUNCILLOR PASHAK:

That Council accept the financial reports as presented.

827/18

CARRIED

**FINANCE &
ADMINISTRATION:**

3. Preliminary 2018 – 2020 Budget

Tina Leer provided Council with the preliminary 2018 – 2020 Budget.

COUNCILLOR PASHAK:

That Council approve the 2018 – 2020 Budget as amended.

828/18

CARRIED

**FINANCE &
ADMINISTRATION:**

4. Tax Penalty Removal Request

Tina Leer provided Council with a request received from the residents of 33 Lakeview Road asking Council to reconsider their tax penalty as they were unable to get their payment to the office before closing time on July 28th, 2017.

COUNCILLOR PASHAK:

That Council approve the penalty removal request for 33 Lakeview Road.

829/18

DEFEATED

**FINANCE &
ADMINISTRATION:**

5. Funding Request

Tina Leer provided Council with a request received from the Sylvan Lake Quiet Enjoyment Initiative looking for any amount the Summer Village could contribute to their 2018 budget.

MAYOR HISCOCK:

That Council provide a donation to the Quiet Enjoyment Initiative in the amount of \$300.00 with funds to come from the Environmental Issues reserve.

830/18

CARRIED

**FINANCE &
ADMINISTRATION:**

6. Audit Planning Letters

Tina Leer provided Council with letters received from the auditors, Wade Noble & Partners LLP clarifying the audit scope, approach strategies, timing, etc.

DEPUTY MAYOR SKAKUN:

That Council accept the letters as information.

831/18

CARRIED

Tina Leer left the meeting at 4:31 p.m.

**FINANCE &
ADMINISTRATION:**

7. Council Calendar

Phyllis Forsyth provided Council with a yearly calendar showing tentative Council meeting and conference dates.

DEPUTY MAYOR SKAKUN:

That Administration change the four conflicting dates.

832/18

CARRIED



**FINANCE &
ADMINISTRATION:**

8. Municipal Leaders Caucus

Phyllis Forsyth provided Council with information on the upcoming Municipal Leaders Caucus being held on March 14 & 15 in Edmonton.

MAYOR HISCOCK:

That Council accept as information.

833/18

CARRIED

PUBLIC WORKS:

1. Public Works Report

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

- Monitoring road conditions
- Removing a couple of hollowed out trees
- Snow removal and waste contracts in effect through 2018

COUNCILLOR PASHAK:

That Council accept the Public Works report as information.

834/18

CARRIED

Koralyn Lemmon joined the meeting at 4:37 p.m.

PUBLIC WORKS:

2. Grass Maintenance

Chris Loov provided Council with a quote for grass maintenance at \$300 per mow for 2018 from Don's Home and Lawn Maintenance.

COUNCILLOR PASHAK:

That Council enter into a one year contract with Don's Home & Lawn Maintenance at the quoted price, with monitoring through 2018 and possible tendering in the fall.

835/18

CARRIED

PUBLIC WORKS:

3. Entrance Signs

Chris Loov provided Council with a quote of \$120/square foot and \$600-\$800 for installation for new Half Moon Bay entrance signs made of cedar by Wallah Signs.

MAYOR HISCOCK:

That Council table until March meeting and Administration to research if capital grant fundable.

836/18

CARRIED

PUBLIC WORKS:

4. Pathway

Council discussed the pathway and rocks between pathway and roadway that get covered in snow and might be hit by snowmobiles.

MAYOR HISCOCK:

That Administration research some options to mark the rocks.

837/18

CARRIED

**PLANNING &
DEVELOPMENT:**

1. Development Update

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



Currently there are 66 active developments in the 5 summer villages; 4 of which are in Half Moon Bay.

COUNCILLOR PASHAK:
That Council accept the Development Update as information.
CARRIED

838/18

**PLANNING &
DEVELOPMENT:**

2. Land Use Bylaw Amendments

Koralyn provided Council with the Land Use Bylaw Amendment Bylaw #137/18 with the revisions as requested at the previous Council meeting.

MAYOR HISCOCK:
That Council table for further amendments.

839/18

CARRIED

**PLANNING &
DEVELOPMENT:**

3. Sylvan Lake Management Committee

Koralyn provided Council with information received from the Sylvan Lake Management Committee requesting Council to approve in principle the support and participation in the 2018 spring shoreline cleanup event "Team up to Clean Up" to be held on May 26, 2018.

MAYOR HISCOCK:
That Council table until their next meeting.

840/18

CARRIED

**PLANNING &
DEVELOPMENT:**

4. Working Well Workshop

Koralyn provided Council with information on previous Working Well Workshops and inquired if they would like to participate in another.

COUNCILLOR PASHAK:
That Council approve Administration to host another workshop in the spring/fall 2018 with the other Summer Villages.

841/18

CARRIED

**PLANNING &
DEVELOPMENT:**

5. Intermunicipal Development Plan

Phyllis provided Council with an update on a meeting she had with the CAO's from the Regional Partners about a joint Intermunicipal Development Plan.

DEPUTY MAYOR SKAKUN:
Be it resolved that the Summer Village of Half Moon Bay be authorized to participate in an application for the Sylvan Lake Intermunicipal Development Plan project, submitted by Lacombe County under the Intermunicipal Collaboration component of the Alberta Community Partnership Program; and further that Half Moon Bay, a participant, agrees to abide by the terms and Conditional Grant Agreement governing the purpose and use of the grant funds.

842/18

CARRIED

Koralyn Lemmon and Chris Loov left the meeting at 4:53 p.m.

INFORMATION:

1. Council Reports

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.

Mayor Hiscock provided his report to Council on Family and Community Support Services.

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 March 20, 2018 at 2:30 p.m.

843/18

CARRIED

ADJOURNMENT:

The meeting adjourned at 5:01 p.m.

Ted Hiscock, Mayor

Phyllis Forsyth, C.A.O.

