

Minutes of a Regular Council Meeting of the Summer Village of Half Moon Bay, Province of Alberta, held June 4, 2018 in the Summer Village of Half Moon Bay, Alberta.

CALL TO ORDER: The Meeting was called to order at 2:24 p.m. by Mayor Hiscock with the following being present:

Mayor:	Ted Hiscock
Deputy Mayor:	Pamela Skakun
Councilor:	Michael Pashak
Administrator:	Phyllis Forsyth
Development Officer:	Koralyn Coughlin
Public Works Coordinator:	Chris Loov
Recording Secretary:	Teri Musseau

AGENDA APPROVAL:

1. June 4, 2018 Agenda

COUNCILLOR PASHAK:
That the June 4, 2018 Regular Meeting Agenda be adopted as amended:

909/18 E.B.6. Ambulatory Care Golf Tournament
CARRIED

CONFIRMATION OF MINUTES:

1. April 24, 2018 Regular Meeting Minutes

DEPUTY MAYOR SKAKUN:
That the April 24, 2018 Regular Meeting Minutes be confirmed as presented.
CARRIED

910/18

STAFF REPORTS:

1. Staff Reports

Administration provided the following reports for Council consideration:

- Accounts Payable
- Financial
- Municipal Accountability Program
- Municipal Indicators
- Emergency Management Review
- Public Works
- Development

DEPUTY MAYOR SKAKUN:
That Council accepts the items as information and authorizes payment of payables.

911/18

CARRIED

FINANCIAL & ADMINSTRATIVE:

1. Surplus Distribution

Phyllis Forsyth provided Council a spreadsheet showing their accumulated surplus fund of \$38,593.63 for disbursement.

	Current	Target	Allocation
General Contingency	292,335.60	255,000.00	(37,355.60)
Roads, Streets etc.	27,500.00	100,000.00	17,987.87
Water & Sewer	297,880.67	1,200,000.00	37,335.60
Environmental	987.87	0.00	
Information Technology & Facilities	3,400.00	5,000.00	1,600.00
Mill Rate Stabilization	0.00	25,000.00	8,000.00

MAYOR HISOCK:
That Council disburse accumulation surplus as discussed.
CARRIED

912/18



**FINANCE &
ADMINISTRATION:**

2. Auditor Tender

Phyllis Forsyth provided Council with information on the auditor agreement and a request for quotes from three auditing companies that the Summer Village has dealt with in the past.

MAYOR HISCOCK:

That Council approve the Metrix Group as auditors for the upcoming three years.

913/18

CARRIED

**COUNCIL &
LEGISLATIVE:**

1. Regional Intermunicipal Development Plan

Phyllis Forsyth provided Council information on the Regional Intermunicipal Development Plan being worked on with the neighboring municipalities including minutes from the April 30th technical committee meeting, Terms of Reference, List of Relevant Plans and Studies, List of Stakeholders and Request for Proposal.

MAYOR HISCOCK:

That Council approve the Terms of Reference as presented.

914/18

CARRIED

DEPUTY MAYOR SKAKUN:

That Council approve the Request for Proposal as presented.

915/18

CARRIED

COUNCILLOR PASHAK:

That Council appoint Councillor Pashak as member to the Steering Committee with Mayor Hiscock as alternate.

916/18

CARRIED

**COUNCIL &
LEGISLATIVE:**

2. Procedural Bylaw #145-18

Phyllis Forsyth provided Council with the Procedural Bylaw #145-18 to be compliant with changes to the Municipal Government Act.

MAYOR HISCOCK:

That Council table until their next meeting for further information.

917/18

CARRIED

**COUNCIL &
LEGISLATIVE:**

3. Public Participation Policy

Administration provided Council with the Public Participation Policy as per section 216.1(1) of the Municipal Government Act.

MAYOR HISCOCK:

That Council adopt the Public Participation Policy as presented.

918/18

CARRIED

**COUNCIL &
LEGISLATIVE:**

4. 3 Year Operational Plan

Administration provided Council the 3 Year Operational Plan as per Section 283.1(2) of the Municipal Government Act.

MAYOR HISCOCK:

That Council accept as amended and Administration only submit required information as discussed to Municipal Affairs.

919/18

CARRIED



**COUNCIL &
LEGISLATIVE:**

5. Annual Information Meeting Agenda

Administration provided Council with the 2017 Annual Information Meeting agenda as a guide in preparing the 2018 agenda.

Chris Loov joined the meeting at 3:41 p.m.

920/18

COUNCILLOR PASHAK:
That Council approve the Annual Information Meeting Agenda as presented.
CARRIED

**COUNCIL &
LEGISLATIVE:**

6. Advanced Ambulatory Care Golf Tournament

Administration provided Council with a request received from the Advanced Ambulatory Care asking for sponsorship for their Golf Tournament.

921/18

COUNCILLOR PASHAK:
That Council sponsor a team of residents as previous with ballot provided for a draw at the Annual Information Meeting.
CARRIED

PUBLIC WORKS:

1. West Reserve Pathways

Councillor Pashak led Council in a discussion involving the west reserve pathways and volunteer work to grind some stumps down to ground level.

922/18

MAYOR HISCOCK:
That Council authorize Councillor Pashak to rent equipment to grind stumps down to ground level with funding to come from accumulated surplus not in excess of \$1,000.00.
CARRIED

PUBLIC WORKS:

2. West Reserve Beach

Councillor Pashak led Council in a discussion involving beach maintenance for the west reserve beach.

923/18

DEPUTY MAYOR SKAKUN:
That Council authorize Councillor Pashak to rent equipment for beach maintenance with funding to come from accumulated surplus not in excess of \$1,000.00 with drawings to be submitted by Councillor Pashak prior to work commencing.
CARRIED

Chris Loov left the meeting at 4:10 p.m.

Koralyn Lemmon joined the meeting at 4:10 p.m.

**PLANNING &
DEVELOPMENT:**

1. Land Use Bylaw Amendments

Koralyn Lemmon provided Council with the amendments to the Land Use Bylaw Amendment Bylaw #137/18 as approved at the last Council meeting and a slight revision to parcel coverage.

924/18

MAYOR HISCOCK:
That Council table for amendments.
CARRIED



**PLANNING &
DEVELOPMENT:**

2. Water Lot License

Councillor Pashak led Council in a discussion involving the Water Lot License for the Summer Village.

MAYOR HISCOCK:
That Council accept as information.

925/18

CARRIED

Koralyn Lemmon left the meeting at 4:22 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 Association of Summer Villages of Alberta.

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

2. Reports from Other Councils

Julie Maplethorpe, Summer Village of Jarvis Bay, provided a written report to Council on the Sylvan Lake Library Board.

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 July 24, 2018 at 2:00 p.m.

926/18

CARRIED

ADJOURNMENT:

The meeting adjourned at 4:39 p.m.

Ted Hiscock, Mayor

Phyllis Forsyth, C.A.O.

