

Minutes of a Regular Council Meeting of the Summer Village of Half Moon Bay, Province of Alberta, held March 20, 2018 in the Summer Village of Half Moon Bay, Alberta.

CALL TO ORDER: The Meeting was called to order at 2:29 p.m. by Mayor Hiscock with the following being present:

Mayor:	Ted Hiscock
Deputy Mayor:	Pamela Skakun
Councilor:	Michael Pashak
Administrator:	Phyllis Forsyth
Accounting Technician:	Tina Leer
Public Works Coordinator:	Chris Loov
Recording Secretary:	Teri Musseau

AGENDA APPROVAL: **1. March 20, 2018 Agenda**

DEPUTY MAYOR SKAKUN:
That the March 20, 2018 Regular Meeting Agenda be adopted as presented.
844/18 CARRIED

CONFIRMATION OF MINUTES: **1. January 29, 2018 Regular Meeting Minutes**

COUNCILLOR PASHAK:
That the January 29, 2018 Regular Meeting Minutes be confirmed as presented.
845/18 CARRIED

CONFIRMATION OF MINUTES: **1. January 29, 2018 Municipal Planning Commission Minutes**

DEPUTY MAYOR SKAKUN:
That the January 29, 2018 Municipal Planning Commission Minutes be confirmed as presented.
846/18 CARRIED

FINANCE & ADMINISTRATION: **1. Financial Reports**

Tina Leer provided Council with the following financial reports:

- Accounts Payable Cheque Listing to March 13, 2018
- Operating Budget Report to February 28, 2018
- Payroll Journal to February 28, 2018

MAYOR PASHAK:
That Council accept the financial reports as presented.
847/18 CARRIED

FINANCE & ADMINISTRATION: **2. Council Calendar**

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

DEPUTY MAYOR SKAKUN:
That Council accept the proposed dates as presented.
848/18 CARRIED

COUNCIL & LEGISLATIVE: **1. 3 Year Operational Plan**

Administration provided Council with a draft 3 Year Operational Plan showing operational functions along with forecasted 3 year budget.



COUNCILLOR PASHAK:
That Administration prepare 3 Year Operational Plan in matrix form as directed.

849/18

CARRIED

**COUNCIL &
LEGISLATIVE:**

2. 5 Year Capital Plan

Administration provided Council with a draft 5 Year Capital Plan for Council's input.

DEPUTY MAYOR SKAKUN:
That Council form a Committee to identify recreational capital projects for inclusion in the 5 Year Capital Plan and Administration to prepare Terms of Reference.

850/18

CARRIED

**COUNCIL &
LEGISLATIVE:**

3. Regional Assessment Review Board Bylaw #141-18

Administration provided Council with the Regional Assessment Review Board Bylaw #127-18 which is compliant with the Municipal Government Act.

FIRST READING to By-law No. 141-18 was moved by Mayor Hiscock.

851/18

CARRIED

SECOND READING to By-law 141-18 was moved by Councillor Pashak.

852/18

CARRIED

DEPUTY MAYOR HISCOCK:
That third reading to By-law No. 141-18 be taken at this Meeting.

853/18

CARRIED UNANIMOUSLY

THIRD READING to By-law No. 141-18 was moved by Mayor Hiscock.

854/18

CARRIED

**COUNCIL &
LEGISLATIVE:**

4. Regional Assessment Review Board Agreement

Administration provided Council with an amended agreement with the Regional Assessment Review Board to allow for cost recovery on complaints that are withdrawn 6 or less calendar days prior to a hearing.

DEPUTY MAYOR SKAKUN:
That Council table for further information.

855/18

CARRIED

Tina Leer left the meeting at 3:39 p.m.

**COUNCIL &
LEGISLATIVE:**

5. Process for Delegation Addressing Council

Administration provided Council with an amended Process for Delegation Addressing Council Policy.

DEPUTY MAYOR SKAKUN:
That Council approve the Process for Delegation Addressing Council Policy as amended.

856/18

CARRIED

**COUNCIL &
LEGISLATIVE:**

6. Municipal Planning Commission Bylaw #138-18

Administration provided Council with the amended Municipal Planning Commission Bylaw #138-18 as amended.



857/18 FIRST READING to By-law No. 138-18 was moved by Mayor Hiscock
CARRIED

858/18 SECOND READING to By-law 138-18 was moved by Councillor Pashak
CARRIED

859/18 DEPUTY MAYOR SKAKUN:
That third reading to By-law No. 138-18 be taken at this Meeting.
CARRIED UNANIMOUSLY

860/18 THIRD READING to By-law No. 138-18 was moved by Mayor Hiscock.
CARRIED

**COUNCIL &
LEGISLATIVE:**

7. Subdivision & Development Appeal Board Bylaw #139-18

Administration provided Council with the amended Subdivision & Development Appeal Board Bylaw #139-18 as amended.

861/18 FIRST READING to By-law No. 139-18 was moved by Councillor Pashak
CARRIED

862/18 SECOND READING to By-law 139-18 was moved by Mayor Hiscock.
CARRIED

863/18 DEPUTY MAYOR SKAKUN:
That third reading to By-law No. 139-18 be taken at this Meeting.
CARRIED UNANIMOUSLY

864/18 THIRD READING to By-law No. 139-18 was moved by Councillor Pashak.
CARRIED

**COUNCIL &
LEGISLATIVE:**

8. Procedural Bylaw #140-18

Administration provided Council with the amended Procedural Bylaw.

865/18 FIRST READING to By-law No. 140-18 was moved by Deputy Mayor Skakun.
CARRIED

866/18 SECOND READING to By-law 140-18 was moved by Councillor Pashak.
CARRIED

867/18 MAYOR HISCOCK:
That third reading to By-law No. 140-18 be taken at this Meeting.
CARRIED UNANIMOUSLY

868/18 THIRD READING to By-law No. 140-18 was moved by Deputy Mayor Skakun.
CARRIED

**COUNCIL &
LEGISLATIVE:**

9. Police Funding Letter Writing Campaign

Council discussed information received from the AUMA Board asking Council to participate in a letter writing campaign to signal the importance of inequities in police funding.

869/18 MAYOR HISCOCK:
That Council accept as information.
CARRIED



PUBLIC WORKS: 1. Entrance Signs

Chris Loov provided Council with information on maintenance of entrance signs vs. new entrance signs.

DEPUTY MAYOR SKAKUN:
That Council accept as information.

870/18 CARRIED

PUBLIC WORKS: 2. Sewage Leak

Chris Loov provided Council with information on a large pool of frozen sewage in the ditch beside 67 Aspen Place that Administration will be removing prior to the thaw.

MAYOR HISCOCK:
That Council accept as information.

871/18 CARRIED

PUBLIC WORKS: 3. Parking Complaint

Chris Loov provided Council with information received from a resident regarding parking on Municipal property.

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

COUNCILLOR PASHAK:
That Administration draft letter to resident identifying information from the bylaws regarding parking.

872/18 CARRIED

Chris Loov left the meeting at 4:12 p.m.

PLANNING & DEVELOPMENT: 1. Development Update

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

Currently there are 68 active developments in the 5 summer villages; 4 of which are in Half Moon Bay.

MAYOR HISCOCK:
That Council accept the Development Update as information.

873/18 CARRIED

PLANNING & DEVELOPMENT: 2. Land Use Bylaw Amendments

Koralyn provided Council with proposed recommendation to the Land Use Bylaw Amendment Bylaw #137/18 for consideration.

MAYOR HISCOCK:
That Council table until the next meeting for further consideration.

874/18 CARRIED



**PLANNING &
DEVELOPMENT:**

3. Ice Scouring

Koralyn provided Council with information received from Lakeview Contracting regarding ice scouring.

MAYOR HISCOCK:

That Council table until spring for further information.

875/18

CARRIED

**PLANNING &
DEVELOPMENT:**

4. Sylvan Lake Management Committee

Koralyn provided Council with information on the Team UP to Clean Up event being held on May 26th and inquired about Council's plans for this event.

COUNCILLOR PASHAK:

That Council approve the Request for Decision for the Spring Shoreline Clean-Up to be held on May 26, 2018 and Administration forward the Summer Village's plans for the event to the Sylvan Lake Management Committee.

876/18

CARRIED

Koralyn Lemmon left the meeting at 4:57 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, Alberta Urban Municipalities Association and Association of Summer Villages of Alberta.

Mayor Hiscock provided his written report to Council on Elder Abuse.

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

877/18

CARRIED

ADJOURNMENT:

The meeting adjourned at 5:18 p.m.

Ted Hiscock, Mayor

Phyllis Forsyth, C.A.O.

