

Minutes of a Regular Council Meeting of the Summer Village of Half Moon Bay, Province of Alberta, held October 23, 2017 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
Recording Secretary:	Teri Musseau

AGENDA APPROVAL:

1. October 23, 2017 Agenda

DEPUTY MAYOR SKAKUN:
That the October 23, 2017 Regular Meeting Agenda be adopted as amended:

F.4. Pathway Maintenance
F.5. West Beach Sand

779/17

CARRIED

CONFIRMATION OF MINUTES:

1. September 11, 2017 Regular Meeting Minutes

COUNCILLOR PASHAK:
That the September 1, 2017 Regular Meeting Minutes be confirmed as circulated.

780/17

CARRIED

CONFIRMATION OF MINUTES:

2. September 18, 2017 Municipal Planning Commission Minutes

DEPUTY MAYOR SKAKUN:
That the September 18, 2017 Municipal Planning Commission Minutes be confirmed as circulated.

781/17

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.

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

782/17

CARRIED

FINANCE & ADMINISTRATION:

2. Quarterly Reports

Tina Leer provided Council with the following quarterly reports:

- Accounts Payable Cheque Listing to October 17, 2017
- Operating Budget Report to September 30, 2017
- Payroll Journal from September 1 – 30, 2017
- Alberta School Foundation Funds to September 30, 2017
- Bank balances and allocated reserves
- Outstanding taxes

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

783/17

CARRIED



**FINANCE &
ADMINISTRATION:**

3. Sylvan Lake Regional Wastewater Commission Budget Update

Administration provided Council with information received from the Sylvan Lake Regional Wastewater Commission noting Operating Budget.

MAYOR HISCOCK:

That Council authorize the Sylvan Lake Regional Wastewater Commission overages to come from reserves if needed upon receipt of invoice.

784/17

CARRIED

**FINANCE &
ADMINISTRATION:**

4. Encroachment Agreements

Tina Leer presented Council with information on the current encroachment agreements:

51 Lakeview Road – Staircase
63 Warbler Close – Retaining Wall
13 Hummingbird Lane - Gazebo

DEPUTY MAYOR SKAKUN:

That Council accept as information.

785/17

CARRIED

**FINANCE &
ADMINISTRATION:**

5. Parkland Regional Library Budget

Administration provided Council with a copy of the Parkland Regional Library Board 2018 Budget.

MAYOR HISCOCK:

That Council approve the 2018 Parkland Regional Library Budget increase as presented.

786/17

CARRIED

**FINANCE &
ADMINISTRATION:**

6. Summer Student Breakdown

Administration provided information on the Summer Student usage in Half Moon Bay for the 2017 season.

MAYOR HISCOCK:

That Council accept as information.

787/17

CARRIED

**FINANCE &
ADMINISTRATION:**

7. Council Education Opportunity

Administration provided Council with information received from the Town of Sylvan Lake on the upcoming George Cuff Council Training Session on October 26, 2017 at the NexSource Centre.

DEPUTY MAYOR SKAKUN:

That Mayor Hiscock attend should his schedule allow.

788/17

CARRIED

**FINANCE &
ADMINISTRATION:**

8. Donation Request

Tina Leer provided Council with a request for a donation received from the Spirit of Sylvan Yuletide Festival.

MAYOR HISCOCK:

That Council accept as information.

789/17

CARRIED



Tina Leer left the meeting at 3:12 p.m.

**COUNCIL &
LEGISLATIVE:**

1. ALARIE Update

Administration provided an update to Council on the refund they will be receiving from the finalizing of operations of the Alberta Local Authorities Reciprocal Insurance Exchange.

MAYOR HISCOCK:
That Council accept as information.

790/17

CARRIED

**COUNCIL &
LEGISLATIVE:**

2. AUMA Convention Resolutions

Administration provided Council information on the resolutions that will be voted on at the upcoming AUMA Convention.

Chris Loov joined the meeting at 3:14 a.m.

DEPUTY MAYOR SKAKUN:
That Mayor Hiscock vote on the resolutions at the AUMA Convention as discussed

791/17

CARRIED

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
- Working with Al's Bobcat to build a berm along 65 Aspen Place
- Al's Bobcat cleaning up dirty area at bottom of Aspen
- Ditches around village being cleaned up with rough cut mower
- Internet booster at 55 Warbler Close not plugged as resident does not have power in his garage.
- Road paint given to George Johnston to paint speed bumps
- Q&Q Fencing is repairing broken chain-link fence along RR 21

COUNCILLOR PASHAK:
That Council accept the Public Works report as information.

792/17

CARRIED

PUBLIC WORKS:

2. Stray Cats

Chris Loov provided Council options for to the stray cat problem in the Summer Village.

MAYOR HISCOCK:
That Council start an education program for residents and address at the Annual Information Meeting.

793/17

CARRIED

PUBLIC WORKS:

3. Ruts at 60 Warbler Close

Chris Loov provided Council information on the ruts left by a contractor in the reserve while working at 59 Warbler Close.

COUNCILLOR PASHAK:
That Council leave reserve as is and let the grass grow.

794/17

CARRIED



PUBLIC WORKS: 4. Pathway Maintenance

Councillor Pashak addressed the needed maintenance to the pathway with work to be done by volunteers.

MAYOR HISCOCK:

That Council approve the renting of a brush cutter by a resident with the cost of rental to be reimbursed by the Summer Village.

795/17

CARRIED

PUBLIC WORKS: 5. West Beach Sand

Councillor Pashak addressed the need for sand on the west beach either now or in the spring.

DEPUTY MAYOR SKAKUN:

That Council authorize the expenditure for sand at the West Beach with the costs to come from reserves.

796/17

CARRIED

Koralyn Lemmon joined the meeting at 3:55 p.m.

PLANNING & DEVELOPMENT:

1. Development Update

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

Currently there are 67 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.

797/17

CARRIED

PLANNING & DEVELOPMENT:

2. Land Use Bylaw Amendments

Koralyn provided Council with draft amendments to the Land Use Bylaw that would allow for zero setback for accessory buildings and a height restriction of 12 ft.

MAYOR HISCOCK:

That Administration amend as discussed and bring back to Council.

798/17

CARRIED

PLANNING & DEVELOPMENT:

3. Encroachment Policy

Koralyn provided Council with an Encroachment Policy for consideration.

MAYOR HISCOCK:

That Council amend the Encroachment Policy as directed.

799/17

CARRIED

PLANNING & DEVELOPMENT:

4. 13 Hummingbird Lane

Administration provided Council with information tabled at the last meeting on the gazebo encroaching on the municipal reserve at 13 Hummingbird Lane which was built prior to 1995 without a permit/approval from the Summer Village.



COUNCILLOR PASHAK:

That Administration renew the encroachment agreement with a fee and renewal date, and register the encroachment on title.

800/17

CARRIED

Koralyn Lemmon and Chris Loov left the meeting at 4:32 p.m.

INFORMATION:

1. Council Reports

Councillor Pashak provided his report to Council on the Association of Summer Village of Alberta.

Mayor Hiscock provided his report to Council on Family and Community Support Services Elder Abuse 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 December 4, 2017 at 2:30 p.m.

801/17

CARRIED

ADJOURNMENT:

The meeting adjourned at 4:48 p.m.

Ted Hiscock, Mayor

Phyllis Forsyth, C.A.O.

