

Summer Village of Half Moon Bay  
Special Meeting Minutes  
April 11, 2025

*Minutes of a Special Council Meeting of the Summer Village of Half Moon Bay, Province of Alberta, held April 11, 2025, in the Summer Villages on Sylvan Lake Administration Office at Sylvan Lake, Alberta.*

**PRESENT** Mayor: Jon Johnston via Zoom  
Deputy Mayor: Andrea Remington via Zoom  
Councillor: Mike Pashak  
CAO: Tanner Evans  
Public Works Manager: Matt Miller

**CALL TO ORDER** The meeting was called to order at 10:00ap.m. by Mayor Johnston.

**AGENDA APPROVAL**

**HMC-25-030** MOVED by Councillor Pashak that the agenda be adopted as presented.  
CARRIED

**REQUEST FOR DECISION**

**PUBLIC WORKS**

Wastewater Project

Council discussed the planning and financing of Half Moon Bay's wastewater collection system project, including the need for detailed financial information, potential communication strategies, and legal options for installing wastewater lines. They also explored financing options, debated the affordability of the project, and discussed the challenges of estimating costs for the project. Lastly, they discussed the inspection of septic tanks, financial matters related to the project and other village issues, and the importance of having a third-party project manager for the wastewater project.

**HMC-25-031** MOVED by Councillor Pashak that Council engage Alchemy Communications to proceed with the communications strategy for the Half Moon Bay wastewater project. This should include a timeline for the next 3 months and what actions Administration will need to take.  
CARRIED

**HMC-25-032** MOVED by Mayor Johnston that Administration engage a law firm to help Council understand the options and necessary paperwork for the Summer Village to complete work on private property and install secondary lines to homeowner septic tanks.  
CARRIED

**HMC-25-033** MOVED by Councillor Pashak that Administration engage with Municipal Affairs to explore approval to use 5 – 10 years of future Local Government Fiscal Framework Funding (LGFF) on a current project.  
CARRIED

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**HMC-25-034** MOVED by Mayor Johnston that Administration request Municipal Affairs to give Half Moon Bay permission to borrow up to two (2) times their debt limit for the construction of the wastewater system.  
CARRIED

**HMC-25-035** MOVED by Councillor Pashak that Administration work with a contractor to set a standard for inspections of existing tanks, and to obtain costs for inspections to potentially take place later in 2025.  
CARRIED

**HMC-25-036** MOVED by Mayor Johnston that Administration explore options and provide recommendations for a third party Project Manager for the Half Moon Bay wastewater system project complete with potential costs associated.  
CARRIED

**ADJOURNMENT**

**HMC-25-037** MOVED by Mayor Johnston that being the agenda matters have been concluded, the meeting adjourned at 12:13 p.m.  
CARRIED

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JON JOHNSTON, MAYOR

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TANNER EVANS, CAO