

**SUMMER VILLAGE OF POPLAR BAY  
REGULAR COUNCIL MEETING  
FRIDAY, MARCH 23, 2018 at 2:00 PM  
SUMMER VILLAGES OFFICE COUNCIL CHAMBERS  
605-2<sup>nd</sup> Avenue, Ma-Me-O Beach, AB**

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**MINUTES**

***Present:***

**Council:** Fraser Hubbard, Mayor  
Brian Meaney, Deputy Mayor  
Gary Carew, Councillor

**Administration:** Sylvia Roy, CAO

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**CALL TO ORDER**

Mayor Hubbard called the Meeting to Order at 2:01 p.m.

**A. ADOPTION OF AGENDA**

**Res. #18-018**

Moved by Mayor Hubbard to adopt the agenda as amended.

**CARRIED**

**B. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS**

1. Regular Council Meeting Minutes of January 19, 2018

**Res. #18-019**

Moved by Deputy Mayor Meaney to approve the Poplar Bay Regular Council Meeting Minutes of January 19, 2018 as presented.

**CARRIED**

**C. DELEGATION**

None.

**D. BYLAWS & POLICIES**

1. Bylaw #254, Code of Conduct Bylaw

**Res. #18-020**

Moved by Deputy Mayor Meaney to give First Reading to Bylaw #254, Code of Conduct Bylaw, as presented.

**CARRIED**

**Res. #18-021**

Moved by Mayor Hubbard to give Second Reading to Bylaw #254, Code of Conduct Bylaw, as presented.

**CARRIED**

**Res. #18-022**

Moved by Deputy Mayor Meaney to proceed to Third Reading for Bylaw #254, Code of Conduct Bylaw, as presented.

**CARRIED UNANIMOUSLY**

**Res. #18-023**

Moved by Councillor Carew to give Third Reading to Bylaw #254, Code of Conduct Bylaw, as presented.

**CARRIED**

2. Policy #30-2018, Public Participation Policy

**Res. #18-024**

Moved by Mayor Hubbard to approve Policy #30-2018, Public Participation Policy, as presented.

**CARRIED**

**E. REPORTS FROM STAFF/RESOLUTIONS**

1. Follow Up Sheet

Council reviewed and revised the follow up sheet.

**F. COUNCIL COMMITTEE REPORTS/DISCUSSION ITEMS**

1. Local Wastewater Collection Project

MPE has nearly completed the tender documents for Phase II of the project and it is anticipated that the tender will be released towards the end of March with a bid submission deadline of April 18<sup>th</sup>. Depending on the results of the tender submissions, the contract could be awarded by the end of April.

2. Alliance of Pigeon Lake Municipalities

Deputy Mayor Meaney indicated that the Alliance held a meeting on March 21, 2018. The in-lake technical report was reviewed and discussed and representatives are to be meeting with Alberta Environment to present the report. Argenticia Beach Mayor Don Oborowsky will be chairing a committee for shoreline clean-up when required.

3. Capital Region Assessment Services Commission - Assessment Review Board Appointments

**Res. #18-025**

Moved by Councillor Carew that the Summer Village of Poplar Bay appoint Mr. Ray Ralph as Chair of the Assessment Review Board for Poplar Bay as recommended by the Capital Region Assessment Services Commission.

**CARRIED**

4. Cattle Guard Crossing

The old cattle guard that is in the road near Poplar Close will be replaced with a culvert when the culvert review and replacement project is underway.

5. Joint Services Committee

Mayor Hubbard indicated that the Joint Services Committee met on March 7, 2018 and discussed items such as the Public Participation Policy and the Joint Services Budget.

**Res. #18-026**

Moved by Deputy Mayor Meaney to go In Camera at 2:23 pm.

**CARRIED**

**Res. #18-027**

Moved by Deputy Mayor Meaney to come out of In Camera at 2:26 pm.

**CARRIED**

No action items arose from the In Camera session.

6. Reserve Clean Up

A revised quote will be requested for cleaning up some of the reserves from the dead and dying trees.

7. Encroachment Project

Council discussed the current status of the encroachment project.

8. Encroachment Agreements

**Res. #18-028**

Moved by Mayor Hubbard that the Summer Village of Poplar Bay enter into an encroachment agreement with the current owners of Lot 10, Block 3, Plan 6430 RS for a privy only on Municipal Reserve R7.

**Res. #18-029**

Moved by Deputy Mayor Meaney that the Summer Village of Poplar Bay enter into an encroachment agreement with the current owners of Lot 5, Block 2, Plan 3883 MC for a guesthouse only on Municipal Reserve R1 Plan 3883MC.

CARRIED

CARRIED

**Res. #18-030**

Moved by Councillor Carew that the Summer Village of Poplar Bay enter into an encroachment agreement with the current owners of Lot 10, Block 5, Plan 762 0449 for a gazebo, patio and swing set only on Municipal Reserve R1.

CARRIED

**Res. #18-031**

Moved by Mayor Hubbard that the Summer Village of Poplar Bay enter into an encroachment agreement with the current owners of Lot 10, Block 2, Plan 5128 TR for a travel trailer, removable deck and firepit only on Municipal Reserve R6.

CARRIED

**Res. #18-032**

Moved by Deputy Mayor Meaney that the Summer Village of Poplar Bay enter into an encroachment agreement with the current owners of Lot 10A, Block 1, Plan 902 1959 for a retaining wall, firepit, patio and hedge only on Municipal Reserve P.

CARRIED

**Res. #18-033**

Moved by Councillor Carew that the Summer Village of Poplar Bay enter into an encroachment agreement with the current owners of Lot 1, Block 2, Plan 898 NY for a deck, boathouse and firepit area only for Municipal Reserve R3 Plan 898 NY.

CARRIED

**Res. #18-034**

Moved by Mayor Hubbard that the Summer Village of Poplar Bay enter into an encroachment agreement with the current owners of Lot 22, Block 2, Plan 6101 KS for concrete stairs and walkway only, on Municipal Reserve R1.

CARRIED

**Res. #18-035**

Moved by Deputy Mayor Meaney that the Summer Village of Poplar Bay enter into an encroachment agreement with the current owners of Lot 9, Block 2, Plan 6101 KS for house and eaves only, Municipal Reserve Plan 6101 KS.

CARRIED

**Res. #18-036**

Moved by Councillor Carew that the Summer Village of Poplar Bay enter into an encroachment agreement with the current owners of Lot 9A, Block 2, Plan 072 1248 for a boathouse only on Municipal Reserve R6, Block 2 Plan 5727 MC.

CARRIED

**Res. #18-037**

Moved by Mayor Hubbard that the Summer Village of Poplar Bay enter into an encroachment agreement with the current owners of Lot 1A, Block 5, Plan 942 0520 for landscape rocks and gravel only, on Municipal Reserve 2 MR.

CARRIED

**G. FINANCIAL**

**1. Cheque Listing**

**Res. #18-038**

Moved by Deputy Mayor Meaney to accept the cheque listing as information.

2. Financial Report

CARRIED

Res. #18-039

Moved by Mayor Hubbard to accept the financial report as information.

3. Joint Services Budget

CARRIED

Res. #18-040

Moved by Councillor Carew to approve the 2018 Joint Services Committee budget as presented.

CARRIED

4. 2018 Draft Budget

A draft 2018 Poplar Bay budget was reviewed and will be brought back to the next Council Meeting for approval.

**H. INFORMATION ITEMS**

1. Website Statistics
2. ASVA – 60 Years: Celebrating Our Past – Charting Our Future
3. Ministers Award for Municipal Excellence
4. County of Wetaskiwin – Ice / Water Rescue
5. Alberta Cannabis Legalization
6. Too Far Too Fast – Legalized Cannabis Stores
7. Dr. Ifeoma Achebe – Municipalities and Cannabis Legislation
8. Alberta Recreational Lakes Forum
9. Yellowhead Regional Library 2017 Annual Report
10. Pigeon Lake Watershed Association 2018 Projects
11. Pigeon Lake Watershed Association – Key Pigeon Lake Leader Events
12. Town of Olds – Prevention of Quagga and Zebra Mussels
13. Conference Call with Minister Anderson

Res. #18-041

Moved by Councillor Carew to approve the above 13 items as information.


CARRIED

**I. ADJOURNMENT**

Res. #18-042

Moved by Mayor Hubbard to adjourn the meeting at 3:39 pm.

CARRIED



Fraser Hubbard, Mayor  
Summer Village of Poplar Bay



Sylvia Roy, C.A.O.  
Summer Village of Poplar Bay

