

**SUMMER VILLAGE OF POPLAR BAY  
REGULAR COUNCIL MEETING  
FRIDAY, FEBRUARY 1, 2019 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 2:00 p.m.

**A. ADOPTION OF AGENDA**

**Res. #19-001**

Moved by Councillor Carew to adopt the agenda as amended.

**CARRIED**

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

1. **Regular Council Meeting Minutes of October 5, 2018**

**Res. #19-002**

Moved by Deputy Mayor Meaney to approve the Poplar Bay Regular Council Meeting Minutes of October 5, 2018 as presented.

**CARRIED**

2. **Special Council Meeting Minutes of November 28, 2018**

**Res. #19-003**

Moved by Councillor Carew to approve the Poplar Bay Special Council Meeting Minutes of November 28, 2018 as presented.

**CARRIED**

**C. DELEGATION**

1. **Mrs. Shelagh Slater, Pigeon Lake Public Library**

At 201 pm Council welcomed Mrs. Shelagh Slater of the Pigeon Lake Pubic Library/ Lakedell Area Community Library Society. Mrs. Slater asked Council to consider an annual grant of \$15/residential lot. Council thanked Mrs. Slater and she departed at 2:13 pm.

2. **Mr. Glen Miller, Poplar Bay Resident – Purchase of Reserve Land**

At 2:13 pm Mr & Mrs. Glen and Betty Miller provided a presentation to Council requesting to purchase the Environmental Reserve adjacent to their lot. Council thanked the Millers and they departed at 2:29 pm.

3. **Ms. Jane Dauphinee and Ms. Allison Rosland, Municipal Planning Services**

At 230 pm Council called upon Ms. Jane Dauphinee and Ms. Allison Rosland of Municipal Planning Services, who spoke to Council regarding the creation of the Municipal Development Plan. The delegation departed at 4:07 pm.

**D. BYLAWS & POLICIES**

1. **None**

**E. REPORTS FROM STAFF/RESOLUTIONS**

1. Follow Up Sheet

Res. #19-004

Moved by Mayor Hubbard to approve the follow up sheet as information.

CARRIED

2. Chief Administrative Officer Report January 1 – December 1, 2018

Res. #19-005

Moved by Councillor Carew to approve the Chief Administrative Officer Report January 1 – December 1, 2018 as information.

CARRIED

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

1. Pigeon Lake Regional Wastewater Services Commission

Res. #19-006

Moved by Mayor Hubbard to accept the Pigeon Lake Regional Wastewater Services Commission update as information.

CARRIED

2. South Side Wastewater Committee Meeting

Res. #19-007

Moved by Deputy Mayor Meaney to accept the South Side Wastewater Committee Meeting update as information.

CARRIED

3. Local Wastewater Collection Project

Wastewater Contract (FOIP S. 16(1); 24(1); 25(1))

Res. #19-008

Moved by Councillor Carew to go into Closed Session at 4:25 pm.

CARRIED

Res. #19-009

Moved by Councillor Carew to come out of Closed Session at 4:49 pm.

CARRIED

Res. #19-010

Moved by Councillor Carew that Poplar Bay Administration approach MPE to obtain alternate pricing from MPE for force account Schedule C.

CARRIED

Res. #19-011

Moved by Mayor Hubbard that Poplar Bay Administration approach MPE to perform modelling for an alternative pump, at a cost not to exceed \$8000.

CARRIED

4. Grandview Letter re: Signage Across from Provincial Park

Res. #19-012

Moved by Deputy Mayor Meaney that Poplar Bay Administration respond to the Summer Village of Grandview and respectfully decline their suggestion for installation of signage across from the Provincial Park.

CARRIED

5. Municipal Accountability Review Report and Response

Res. #19-013

Moved by Mayor Hubbard to accept the Municipal Accountability Review Report and Response as information.

CARRIED

6. Annexation Request

Res. #19-014

Moved by Mayor Hubbard that the Summer Village of Poplar Bay proceed with the request to annex 5.28 acres from the County of Wetaskiwin at a cost not to exceed \$5,000 without prior approval by Poplar Bay Council.

CARRIED

7. Alliance of Pigeon Lake Municipalities

Grandview Letter re: APLM Resolutions

Res. #19-015

Moved by Councillor Carew that while the Summer Village of Poplar Bay supports the Pigeon Lake Watershed Management Plan, Council does not support the process followed by the Summer Village of Grandview in the submission of their grant application.

CARRIED

8. Assessment Review Board Appointments

Res. #19-016

Moved by Councillor Carew that the Summer Village of Poplar Bay appoint the following individuals for Assessment Review Board positions for 2019, upon recommendation of the Capital Region Assessment Services Commission:

Assessment Review Board Chairman – Raymond Ralph.

Certified Assessment Review Board Clerk – Richard Barham.

Certified Panelists – Judy Bennett,  
Darlene Chartrand,  
Tina Groszko,  
Steward Hennig,  
Richard Knowles,  
Raymond Ralph.

CARRIED

9. Annual Information Meeting Date

Res. #19-017

Moved by Mayor Hubbard that the Poplar Bay annual information meeting be scheduled for June 15 at 10 am at the Poplar Bay Recreation Centre.

CARRIED

10. Next Council Meeting Date

Res. #19-018

Moved by Deputy Mayor Meaney that the next Poplar Bay Council Meeting be scheduled for March 22, 2019 at 2 pm at the Summer Villages Office.

CARRIED

G. FINANCIAL

1. 2019 CRA Revisions to Council Honorariums

Res. #19-019

Moved by Deputy Mayor Meaney to accept the 2019 CRA Revisions to Council Honorariums update as information.

CARRIED

2. Battle River Watershed Alliance Funding Request

Res. #19-020

Moved by Deputy Mayor Meaney that the Summer Village of Poplar Bay grant the Battle River Watershed Alliance with their request for support in the amount of \$51.50.

CARRIED

3. Pigeon Lake Regional Chamber of Commerce 2019 Membership

Res. #19-021

Moved by Deputy Mayor Meaney that the Summer Village of Poplar Bay renew the membership with the Pigeon Lake Regional Chamber of Commerce.

CARRIED

4. Pigeon Lake Watershed Association Funding Request

Res. #19-022

Moved by Councillor Carew that the Pigeon Lake Watershed Association Funding Request be considered during budget deliberations.

CARRIED

H. INFORMATION ITEMS

1. County of Wetaskiwin 2018 Ice Water Rescue Report
2. County of Wetaskiwin Organizational Meeting Information
3. ASVA Update re: Municipal Affairs Performance Measures
4. Farm Safety Centre
5. Ag for Life
6. Association of Summer Villages of Alberta 2018 Report
7. Website Statistics

Res. #19-023

Moved by Mayor Hubbard to accept the above 7 items as information.

CARRIED

I. CLOSED SESSION

1. Legal Advice re Resident Letter – Purchase of Reserve Land (FOIP S. 27 (1) (a))
2. Chief Administrative Officer Performance Review (FOIP S. 19 (2))

Res. #19-024

Moved by Mayor Hubbard to go into Closed Session at 5:29 pm.

CARRIED

Res. #19-025

Moved by Councillor Carew to come out of Closed Session at 5:40 pm.

CARRIED

Res. #19-026

Moved by Mayor Hubbard that the Summer Village of Poplar Bay send the letter to Mr. Glen Miller with respect to his request to purchase reserve land in the Summer Village.

CARRIED

Res. #19-027

Moved by Deputy Mayor Meaney that Poplar Bay Council send a copy of the Chief Administrative Officer Performance Review to the Joint Services Chairman for compilation.

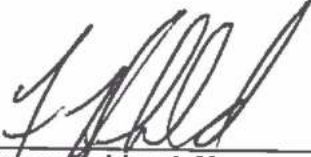
CARRIED

**J. ADJOURNMENT**

**Res. #19-028**

Moved by Mayor Hubbard to adjourn the meeting at 5:42 pm.

**CARRIED**



Fraser Hubbard, Mayor  
Summer Village of Poplar Bay



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

