

**SUMMER VILLAGE OF POPLAR BAY  
REGULAR COUNCIL MEETING  
FRIDAY, OCTOBER 4, 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 (Regrets)  
Gary Carew, Councillor

Administration: Sylvia Roy, CAO  
Gail Coleman, A/CAO

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*Council Members may participate in this meeting via electronic communications (teleconference) as per Municipal Government Act S. 199.*

**CALL TO ORDER**

Mayor Hubbard called the Meeting to Order at 2:17 p.m.

**A. ADOPTION OF AGENDA**

**Res. #19-159**

Moved by Mayor Hubbard to adopt the agenda as amended.

**CARRIED**

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

1. Organizational Council Meeting Minutes of August 7, 2019

**Res. #19-160**

Moved by Councillor Carew to approve the Poplar Bay Organizational Council Meeting Minutes of August 7, 2019 as presented.

**CARRIED**

2. Regular Council Meeting Minutes of August 7, 2019

**Res. #19-161**

Moved by Mayor Hubbard to approve the Poplar Bay Regular Council Meeting Minutes of August 7, 2019 as presented.

**CARRIED**

3. Special Council Meeting Minutes of August 16, 2019

**Res. #19-162**

Moved by Councillor Carew to approve the Poplar Bay Special Council Meeting Minutes of August 16, 2019 as presented.

**CARRIED**

**C. DELEGATION**

1. None

**D. BYLAWS & POLICIES**

1. Bylaw #260, Enforcement Officer Bylaw

**Res. #19-163**

Moved by Councillor Carew to give First Reading to Bylaw #260, Enforcement Officer Bylaw, as presented.

**CARRIED**

**Res. #19-164**

Moved by Mayor Hubbard to give Second Reading to Bylaw #260, Enforcement Officer Bylaw, as presented.

**CARRIED UNANIMOUSLY**

**Res. #19-165**

Moved by Councillor Carew to proceed to Third Reading for Bylaw #260, Enforcement Officer Bylaw, as presented.

**CARRIED**

**Res. #19-166**

Moved by Mayor Hubbard to give Third Reading to Bylaw #260, Enforcement Officer Bylaw, as presented.

CARRIED

2. Bylaw #261, Procedural Bylaw

**Res. #19-167**

Moved by Mayor Hubbard to give First Reading to Bylaw #261, Procedural Bylaw, as presented.

CARRIED

**Res. #19-168**

Moved by Councillor Carew to give Second Reading to Bylaw #261, Procedural Bylaw, as presented.

CARRIED

**Res. #19-169**

Moved by Mayor Hubbard to proceed to Third Reading for Bylaw #261, Procedural Bylaw, as presented.

CARRIED UNANIMOUSLY

**Res. #19-170**

Moved by Councillor Carew to give Third Reading to Bylaw #261, Procedural Bylaw, as presented.

CARRIED

3. Bylaw #262, Assessment Review Boards

**Res. #19-171**

Moved by Mayor Hubbard to give First Reading to Bylaw #262, Assessment Review Boards, as presented.

CARRIED

**Res. #19-172**

Moved by Councillor Carew to give Second Reading to Bylaw #262, Assessment Review Boards, as presented.

CARRIED

**Res. #19-173**

Moved by Mayor Hubbard to proceed to Third Reading for Bylaw #262, Assessment Review Boards, as presented.

CARRIED UNANIMOUSLY

**Res. #19-174**

Moved by Councillor Carew to give Third Reading to Bylaw #262, Assessment Review Boards, as presented.

CARRIED

4. Bylaw #263, Bylaw to Consolidate Bylaws

**Res. #19-175**

Moved by Councillor Carew to give First Reading to Bylaw #263, Bylaw to Consolidate Bylaws Bylaw, as presented.

CARRIED

**Res. #19-176**

Moved by Mayor Hubbard to give Second Reading to Bylaw #263, Bylaw to Consolidate Bylaws Bylaw, as presented.

CARRIED

**Res. #19-177**

Moved by Councillor Carew to proceed to Third Reading to Bylaw #263, Bylaw to Consolidate Bylaws Bylaw, as presented.

CARRIED UNANIMOUSLY

**Res. #19-178**

Moved by Mayor Hubbard to give Third Reading to Bylaw #263, Bylaw to Consolidate Bylaws Bylaw, as presented.

CARRIED

**E. REPORTS FROM STAFF/RESOLUTIONS**

1. Follow Up Sheet

**Res. #19-179**

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

CARRIED

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

1. Local Wastewater Collection Project

**Res. #19-180**

Moved by Mayor Hubbard to accept the local wastewater collection project update as information.

CARRIED

2. Alliance of Pigeon Lake Municipalities

**Res. #19-181**

Moved by Councillor Carew to accept the Alliance of Pigeon Lake Municipalities update as information.

CARRIED

3. Intermunicipal Development Plan/ Intermunicipal Collaborative Framework Report

**Res. #19-182**

Moved by Councillor Carew to accept the Intermunicipal Development Plan/ Intermunicipal Collaborative Framework Report as information.

CARRIED

4. Municipal Development Plan Timelines

**Res. #19-183**

Moved by Mayor Hubbard to hold the Poplar Bay Municipal Development Plan Public Hearing in spring 2020.

CARRIED

5. Fortis Franchise Fee

**Res. #19-184**

Moved by Mayor Hubbard that the Fortis Franchise Fee remain at 0% for 2020.

CARRIED

6. Encroachment Agreement (Roll #6045)

**Res. #19-185**

Moved by Councillor Carew that Administration provide the resident with the Poplar Bay version of an encroachment agreement.

CARRIED

7. Snow Removal

**Res. #19-186**

Moved by Councillor Carew to enter into agreement with the Summer Village of Golden Days for snow removal for the 2019/2020 season.

CARRIED

8. Municipal Accountability Program

**Res. #19-187**

Moved by Councillor Carew that the Summer Villages Office at 605-2<sup>nd</sup> Avenue, Box 100, Ma-Me-O Beach, AB T0C 1X0 be named as the municipal office for the Summer Village of Poplar Bay.

CARRIED

**Res. #19-188**

Moved by Mayor Hubbard that the Alberta Treasury Branch (ATB) be named as the financial institution for the Summer Village of Poplar Bay.

CARRIED

9. Annexation of Pt. of NW-28-46-1-W5 into the Summer Village of Poplar Bay

**Res. #19-189**

Moved by Mayor Hubbard that the following conditions be applied to the proposed annexation of Pt. of NW-28-46-1-W5 from the County of Wetaskiwin into the Summer Village of Poplar Bay:

1. That once the property owner has installed a holding tank on the property, the Summer Village of Poplar Bay will install the service connection line from the cc valve on 2<sup>nd</sup> Street to the holding tank and connect the line into the holding tank at cost plus 5%.
2. A Local Improvement Levy will be applied to the property when the pump is installed.
3. Any improvements to 2<sup>nd</sup> Street roadway will be at the property owner's cost
4. Utilities such as power, gas, etc are at the property owner's cost

CARRIED

**G. FINANCIAL**

1. Cheque Listing

**Res. #19-190**

Moved by Councillor Carew to accept the cheque listing as information.

CARRIED

2. Financial Report

**Res. #19-191**

Moved by Mayor Hubbard to accept the Financial Report as information.

CARRIED

**H. INFORMATION ITEMS**

1. ASVA – Conference Registration
2. ASVA- Silent Auction Items

**Res. #19-192**

Moved by Mayor Hubbard to donate \$100 towards silent auction items for the ASVA conference.

CARRIED

3. ASVA – 2019 Conference Agenda
4. MSI Funding/ Gas Tax Fund

**Res. #19-193**

Moved by Councillor Carew to accept the above 4 items as information.

CARRIED

**I. CLOSED SESSION**


1. None

**J. ADJOURNMENT**

**Res. #19-194**

Moved by Councillor Carew to adjourn the meeting at 3:57 pm.

CARRIED

  
Fraser Hubbard, Mayor  
Summer Village of Poplar Bay

  
Sylvia Roy, Chief Administrative Officer  
Summer Village of Poplar Bay