

**SUMMER VILLAGE OF SUNRISE BEACH
AGENDA**

File Copy

**Tuesday, July 28, 2020 – Teleconference
7:00 p.m.**

**As per bylaw #155-2019 there will be no audio/video recordings of Council or Council
Committee Meetings**

-
1. Call to order

 2. Agenda a) Tuesday, July 28, 2020 Regular Council Meeting
(additions & deletions)

 3. Minutes: 1-3 a) Tuesday, June 23, 2020 Regular Council Meeting
Meeting
4-10 Recess to Hear Review by Council Appeal

 4. Appointments 11-12 7:00 p.m. Sharon McCormack Please refer to the email
attached sent on July 10, 2020 and CAO's Wildman's
reply to the email sent July 22, 2020.

(Direction as given at meeting time).

 5. Bylaws & Policies
13-14 A-FIN-TRF-1 Tax Recovery Fees – At Council meeting on April
28, 2020 a motion was passed to have the Tax Recovery
Fees go to \$60.00. This policy will get in line with that motion.

15-16 C-COU-DMRL-1 Disposal of Municipal Reserve Lands – The
Municipal Government Act Chapter M26 establishes
procedures which must be followed should a council
determine that they wish to dispose of any municipal reserve
land. Replaces Policy #I-003. This is an existing policy
reformatted to the fit the new policies.

17-21 C-COU-REM-1 Council Remuneration and Expense
Reimbursement – This policy is reviewed at the
Organizational meeting yearly and is to ensure Council
Members receive fair compensation for their time and
expenses incurred while on village business and replaces
Policy # I-001. This is an existing policy reformatted to the fit
the new policies.

(Approve all policies as presented or as
Amended).
-

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6. Business

22-28
a) Darwell Lagoon Commission – Council has been invited to the Waste Water Line meeting August 11, 2020 – Authorize attendance for Council to attend at 7:00 p.m. at the Onoway Heritage Centre. Also attached are the minutes from meetings held on June 2, 2020 and June 16, 2020. *(Approve Council and Administration to attend the Darwell Lagoon Commission waste water line meeting on August 11, 2020)*

29
b) North 43 & Darwell Lagoon Commission, Trinity Hindes – email dated July 16, 2020. Refer to the attached email inviting Council to their next Darwell Lagoon Commission Board meeting on August 7, 2020 at 9:00 a.m. at Lac Ste Anne County office.

30-42
c) Municipal Development Plan – the Summer Village is now required to have the noted document in place, and this is part of our Bylaw and Policy review project. Attached is the draft Municipal Development Plan. Administration is suggesting we look to a September public hearing.

Comments on this item from consultant Dwight Moskalyk are as follows:

BACKGROUND/PROPOSAL:

The Summer Village of Sunrise Beach is a participant in a joint Bylaw and Policy Review Project with several other regional summer villages. As part of that project, each municipality has undertaken the review of (or implementation of) a municipal development plan. Changes to the Municipal Government Act post 2017 made it a requirement for all municipalities to adopt an MDP, by bylaw and subject to public notice and public hearing sections. Previous versions of the MGA established that an MDP was optional for municipalities under a certain population count.

An MDP has been drafted and was reviewed in 2018/2019 – including open houses and surveys inviting public input. The “final draft” version has been supplied by the project consultant and is presented for Council’s consideration. If Council wishes to proceed with the MDP, the adoption process will involve:

a) Give First Reading

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- b) Set a Public Hearing Date
- c) Provide Notice to the Public
- d) Give Second and Third Reading (as presented, or with amendments)

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The MDP is one of the core planning documents of a municipality. The MDP is one order of magnitude broader than the Land Use Bylaw; for example, where as the Land Use Bylaw establishes permitted, discretionary and prohibited uses within various property districts – it is the MDP that broadly defines the boundaries of each of those districts, and their interface with adjacent districts. The goal is to promote a blend of uses in and between communities – while also promoting a smooth transition from designated areas with different uses or characteristics (industrial, urban services, commercial, residential, recreational, etc.). Not all these considerations apply to Sunrise Beach in 2020, but the MDP is a long-range planning document and does help focus the discussion for if/when growth occurs. Completing an MDP is also a first step in working towards an Intermunicipal Development Plan, ensuring the transitional blending strategy for land use is carried through adjacent municipal interfaces where possible.

The MDP is not perfect. It does require assumptions – some of them (for example, population growth) seem exaggerated, and they probably are. The usual tact is to view the MDP as both a snapshot of today and a roadmap for tomorrow based on the best/or worst-case scenarios for key indicators. This helps by giving the development and planning authority a wide margin to work with in terms of community planning and development recommendations.

43-44
Bylaw #166 – 2020 – A bylaw to adopt Municipal Development Plan for the Summer Village of Sunrise Beach (*approve draft Municipal Development Plan and give first reading to the bylaw, and set date/time for public hearing*)

- d) 45-55
New Fire Service Agreement – Pat Mahoney, Manager/Fire Chief Sturgeon County, email dated July 15, 2020. Fire Chief Mahoney has presented a new fire service agreement for the period of January 1, 2021 through to December 31, 2023. There is an increase in apparatus rates from \$615.00/hr to \$630.00/hr.

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The annual fee has gone up \$50.00 to \$2050.00 (*Approve new fire service agreement as is or some other direction as given by council*).

56 e) Alberta Urban Municipalities Summer 2020 Municipal Leaders' Caucus – please refer to the attached July 8th, 2020 email advising the noted session is scheduled for 5 different communities with Stony Plain on August 11 being our closest, option to participate virtually (*Authorize attendance*)

57 f) Alberta Urban Municipalities Convention – This years convention will be offered virtually on September 24th & 25th, however if provincial restrictions for in-person events eases, one member from a municipality will be able to attend. (*Authorize attendance*)

58-60 g) City of Cold Lake, Craig Copeland, Mayor – letter dated July 7, 2020, Criminal Code Amendment. This letter is calling upon all municipalities in Alberta, Saskatchewan and Manitoba to voice their concerns with their respective provincial governments. The resolutions are in regards to the buying back of firearms by the Federal Government to help end violence. The City of Cold Lake feels that this would be expensive exercise that will only serve to take law abiding people's property, while doing nothing to reduce crime. (*Support the City of Cold Lake by writing a letter to the federal government voicing concerns or some other direction as given by council*).

h)

i)

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11. Open Floor Discussion with Gallery – Total time provision of 15 minutes

 12. Closed Meeting: (if required)

 13. Adjournment
- Waste Water Line – August 11, 2020 at 7:00 p.m. Onoway Heritage Centre
 - Council Meeting August 25, 2020 – Organizational & Regular Council Meeting 6:30 p.m.

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER
VILLAGE OF SUNRISE BEACH, IN THE PROVINCE OF ALBERTA HELD ON
TUESDAY JUNE 23, 2020, VIA TELECONFERENCE

	<p>PRESENT</p> <p>Mayor Glen Usselman – Via Teleconference Councillor Vera Beck – Via Teleconference</p> <p>Administrative Assistant Susan Dales - Via Teleconference</p> <p>ABSENT</p> <p>Deputy Mayor Jackie Tremblay Chief Administrative Officer Wendy Wildman</p> <p>6:35 p.m. Appointment - Via Teleconference - Sharon McCormack</p> <p>Public Works: 0 Public at Large: 1 Via Teleconference</p>
1.	<p>CALL TO ORDER</p> <p>Mayor Usselman called the meeting to order at 6:35 p.m.</p>
2.	<p>AGENDA Motion #102 - 20</p> <p>MOVED by Councillor Vera Beck that the June 23, 2020 agenda be approved as presented.</p> <p align="right">CARRIED</p>
3.	<p>MINUTES Motion #103 - 20</p> <p>MOVED by Mayor Glen Usselman that the minutes of the May 26, 2020 Regular Meeting be approved as presented.</p> <p align="right">CARRIED</p>
4.	<p>APPOINTMENTS Motion #104 – 20</p> <p>MOVED by Mayor Glen Usselman that the discussion regarding the gazebo be tabled until more information can be acquired for an informed decision.</p> <p align="right">CARRIED</p>
5.	<p>BYLAWS Motion #105 – 20</p> <p>MOVED by Mayor Glen Usselman that the following policies be approved as presented: C-Cou-Par-1 Public Participation Policy, A-HUM-COD-1 Human Resources Code of Conduct C-ENV-CUL-1 Culvert Policy</p> <p align="right">CARRIED</p>

**MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER
VILLAGE OF SUNRISE BEACH, IN THE PROVINCE OF ALBERTA HELD ON
TUESDAY JUNE 23, 2020, VIA TELECONFERENCE**

6.	BUSINESS Motion #106 – 20 Motion #107 – 20 Motion #108 – 20	<p>MOVED by Mayor Glen Usselman that the Summer Village of Sunrise Beach contract Allspec Asphalt to complete road repairs on Shedden Drive and Victory Road specific to road quote 027-05-20R1 at the cost of \$220,502.70. Costs to be covered through grants, reserves and/or line of credit. CARRIED</p> <p>MOVED by Mayor Glen Usselman that the Progress Report on the Sewer Line as distributed by Mike Yakemchuk from Myalta Ventures Ltd. be accepted as information. CARRIED</p> <p>MOVED by Mayor Glen Usselman that FCSS funding should include All-Net fees and the remaining money distributed as the coordinator for FCSS deems practical in respects to COVID-19. CARRIED</p>
7.	FINANCIAL Motion #109 – 20	<p>MOVED by Mayor Glen Usselman that the Income & Expense Statements for May, 2020 be accepted for information as presented. CARRIED</p>
8.	COUNCIL REPORTS	N/A
9.	ADMINISTRATION REPORTS Motion #110 – 20	<p>MOVED by Councillor Beck that the verbal administration reports be accepted for information as presented. CARRIED</p>
10.	CORRESPONDENCE Motion #111 – 20	<p>MOVED by Mayor Usselman that the following correspondence be accepted for information:</p> <ul style="list-style-type: none"> a. Animal Bylaw Control Log for May b. Government of Alberta FCSS direct deposit of \$438.00 for June, 2020 c. Government of Alberta MSI Operating direct deposit of \$8,518.00 on June 11, 2020. d. Alberta Municipal Affairs, Kaycee Madu, Minister – Letter dated June 10, 2020 Gas Tax Fund allocation for Sunrise Beach is \$12,722.00. e. Alberta Urban Municipalities Association/Alberta Municipal Services Corporation – June 3rd, 2020 letter on 2019 Procurement Card Rebate cheque in the amount of \$37.22.

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		f. Alberta Municipal Affairs – Minister Madu, letter received June 16, 2020. Ministerial Order MSD: 036/20 extending deadlines for Organization meeting, Statistical Information Return, Auditor's Report, etc.	CARRIED
11.	OPEN FLOOR DISCUSSION WITH GALLERY	N/A	
12.	CLOSED MEETING	N/A	
13.	ADJOURNMENT	Meeting adjourned at 7:08 p.m.	

Mayor, Glen Usselman

Chief Administrative Officer, Wendy Wildman

Mon
Jackie
Novera

**SUMMER VILLAGE OF SUNRISE BEACH
REVIEW BY COUNCIL**

Dated Tuesday, July 28, 2020 – Teleconference

6:35 p.m.

**Pursuant to Section 547(1) Municipal Government Act
Enforcement Order Against Plan 3503KS, Block 1, Lot 10**

**As per bylaw #155-2019 there will be no audio/video recordings of Council or Council
Committee Meetings**

Susan
Wendy
Tony
Barb
Sharon
Evan

AGENDA

1. Call to order 6:35
2. Introductions:
3. Adoption of Agenda Jackie
4. Public Hearing:
Request for review of the Order, issued by the Designated Officer for the Summer Village of Sunrise Beach and dated June 24, 2020, with respect to the unsightly condition of the property located at Plan 3503 KS, Block 1, Lot 10: 6110 Shedden Drive and remove boat.
 - a) Presentation by Development Authority
 - b) Presentation by Appellant(s)
5. Adjourn the Public Hearing
6. Council Decision
 - a) Finding of Fact
 - b) Motion
7. Adjournment

**SUMMER VILLAGE OF SUNRISE BEACH
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**Dated Tuesday, July 28, 2020 – Teleconference
6:35 p.m.**

**Pursuant to Section 547(1) Municipal Government Act
Enforcement Order Against Plan 3503KS, Block 1, Lot 10**

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EXHIBITS

- Exhibit 1 Enforcement Order – Dated June 24, 2020
- Exhibit 2 Letter of Appeal – Erin D'Amico



Summer Village of Sunrise Beach

VIOLATION TAG

June 24, 2020

FILE # 20STOP04-44

This Violation Tag is issued for Breach of the SUMMER VILLAGE OF SUNRISE BEACH Nuisances, Unsightly and Untidy Property Bylaw 119-09.

NAME OF OFFENDER / LANDOWNER
ERIN D'AMICO

LEGAL LAND DESCRIPTION

SECTION BREACHED

Section 2 Duties and Compliance

2.1 No person being the owner of any land or premises within the Summer Village of Sunrise Beach shall permit the land or premises to be or remain in a Nuisance, Unsightly or Untidy condition, in accordance with Section 546 of the Municipal Government Act.

Note:

Section 546 of the *Municipal Government Act* states that:

- (1) If, in the opinion of a designated officer, a structure, excavation or hole is dangerous to public safety or property, because of its unsightly condition, is detrimental to the surrounding area, the designated officer may by written order
 - (a) require the owner of the property that is in an unsightly condition to
 - (i) improve the appearance of the property in the manner specified, or
 - (ii) if the property is a structure, remove or demolish the structure and level the site.

Description of Offence:

In my opinion, as a Development Officer of the Summer Village of Sunrise Beach, I find that the Lands are in an unsightly condition as a result of:

1. The existence upon the Lands of a wooden boat which appears to be in inoperative or abandoned condition.
2. The Lands are not being maintained in an aesthetic condition (specifically, the grass, weeds, and other vegetation have been allowed to overgrow unabated).

I have attached photographs taken during my inspections dated June 22, 2020, and which form part of the basis upon which I have concluded that the Lands are in an unsightly condition.

You are hereby ordered to comply with this Violation Tag by either:

1. Paying the fine amount of \$250.00 **by 4:30 p.m. on Friday, July 17, 2020** or
2. Removing the wooden boat from the Lands; and
3. Mowing the grass, removing weeds, trimming the other vegetation, and restoring the Lands to an aesthetically acceptable condition, including ensuring all refuse and debris



Summer Village of Sunrise Beach

has been removed from the and properly disposed of, **by 4:30 p.m. on Friday, July 17, 2020.**

PENALTY SECTION

Penalty Total: TWO HUNDRED FIFTY DOLLARS (\$250.00)

Please Make Cheque/Money Order Payable to:

Summer Village of Sunrise Beach
Box 1197
Onoway, Alberta T0E 1V0
(780) 967-0271

Prosecution in Court May Result if payment is not received by July 17, 2020

Section 7 Right to Appeal

- 7.1 An owner who considers himself or herself aggrieved by a Notice that relates to the Property that is given by a designated Officer may appeal to the Summer Village of Sunrise Beach by filing a notice of appeal under Section 547 of the Municipal Government Act.
- 7.2 A notice of appeal shall be accompanied by an administrative fee of:
- (1) if a residential property \$100.00 or
 - (2) if a business property \$200.00.
- 7.3 In the event that the Municipal Council of the Summer Village of Sunrise Beach rules in favour of the appellant and grants the appeal, the administrative fee shall be fully refunded.
- 7.4 A notice of appeal shall be in writing and shall set out:
- (1) The name and address of the appellant,
 - (2) A copy of the notice in respect of which the appeal is being taken,
 - (3) The legal description of the land affected, and
 - (4) The grounds for the appeal.

OFFICER ISSUING TAG

Tony Sonneleitner, Development Officer, Summer Village of Sunrise Beach

Attach.



Summer Village of Sunrise Beach

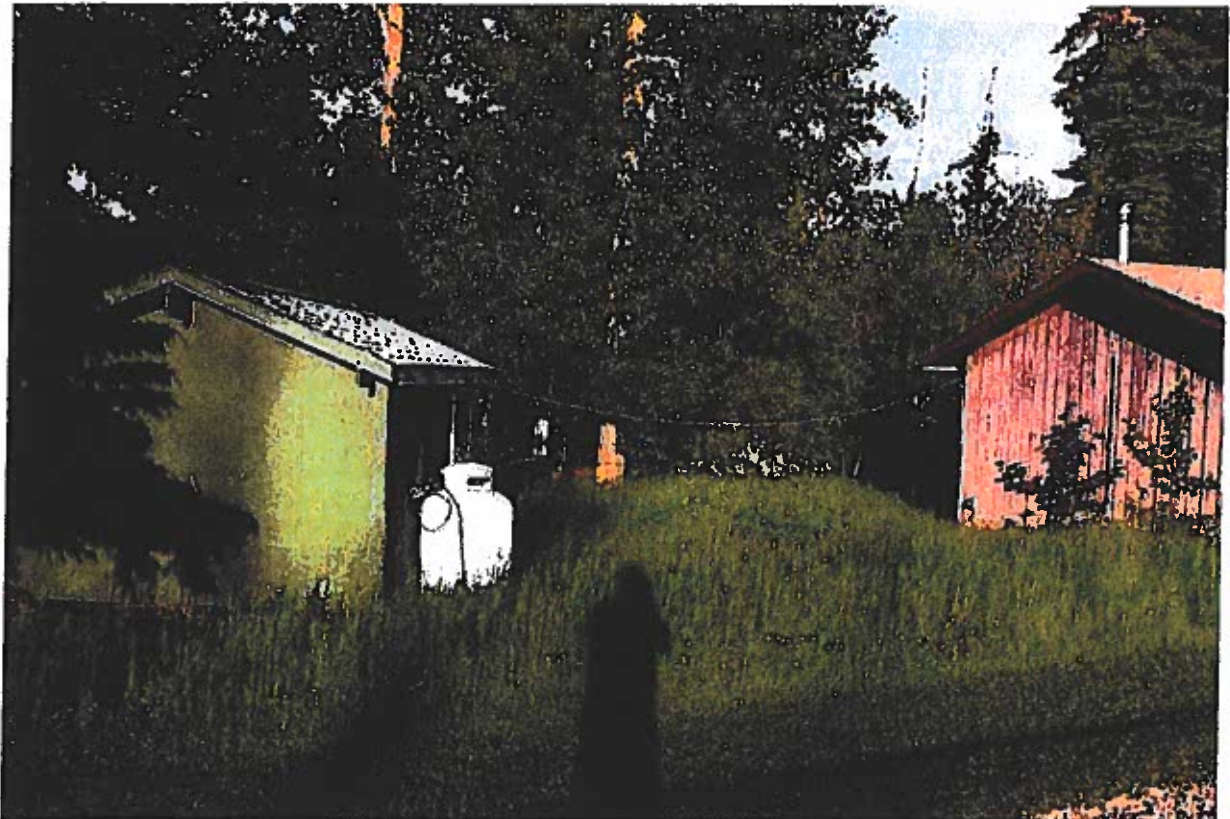
PHOTOGRAPHS OF THE SUBJECT LANDS





Summer Village of Sunrise Beach

PHOTOGRAPHS OF THE SUBJECT LANDS



To whom it may concern:

My name is Erin D'Amico, I am the owner of 6110 Willow Way in Sunrise Beach.

I am writing to file a notice of appeal in regards to a violation tag I received. I am appealing the notice on these grounds

1. The lawn was mowed on 4 July 2020. I received the notice on 7 July 2020.

2. We do not live at our property.

Some management of the property was delayed as per provincial guidelines re: non essential travel during a pandemic.

3. The boat described is neither wood nor is it abandoned. It is actively listed for sale. The fiberglass hull is not rotten in any areas and remains functional for use at the appropriate time.

I have included a copy of the violation tag. The legal land description of the property is - Plan 3503 KS, Block 1, lot 10, 6110 Willow Way.

Regards,
Erin D'Amico

RE: July meeting

"svsunrisebeach@wildwillowenterprises.com" [svsunrisebeach@wildwillowenterprises.com]

Sent: 7/22/2020 2:18 PM

To:

Sharon - Susan forwarded your email to me and I am going to respond.

First - we will grant you an appointment time at 7:00 p.m., should after receiving and reviewing this email you still wish to address Council.

- Please confirm who the "we" is that will be attending.

- What is the "bat" issue that you are referring to

- With respect to the park and park access I can confirm that the Summer Village has not engaged a surveyor to complete a legal survey of these areas. I can confirm that administration did walk these areas last summer and after this reported our observations back to Council. What I can advise today is that this issue is bigger than originally thought and that after consultation with Council it was thought the original intent as referred to in my July 12, 2019 letter is probably not attainable without a significant financial investment by the Summer Village and that at this time this is not a venture that the Summer Village is wishing to continue. Without a legal survey I will not recommend any action take place on either the park area or the walkway and at this time the Summer Village is not going to pursue the legal survey. At this time both of these issues are off the table as such and until new information is received or Council directs otherwise, it will remain off the table.

- Susan just called the Sandy Beach office today and confirmed that the dust abatement has not been applied to the roads yet, like so many projects the weather has delayed the work. We will keep in touch with Sandy Beach on this.

-in 2019 SRB budgeted \$1,500 for beautification and spent only \$435, and in 2020 we reduced this budget to \$1,000 and to date have spent nothing. The planter boxes have not been repaired yet but that is on public works to do list. Last week we received notification we had been approved for some federal funding to hire a summer student so we quickly posted an ad on our website and f.b. and we had a student start on Monday. Hopefully having this student working will allow Gord time to work on those project which he has not had time to do yet.

Wendy

Susan Dales
Administrative Assistant

Summer Village of Sunrise Beach

PO Box 1197

Onoway, AB T0E 1V0

Phone: 780.967.0271 Fax: 780.967.0431

svsunrisebeach@wildwillowenterprises.com

----- Original Message -----

Subject: July meeting

From: ""

Date: 7/10/20 4:47 pm

To: "svsunrisebeach@wildwillowenterprises.com" <svsunrisebeach@wildwillowenterprises.com>

Good morning Susan,

Will you please ensure we are on the list for the July phone meeting.

1) **The gazebo** - Fix or tear down. This is the first time in 8 years we have heard the 'bat' issue.

2) **The park** - remove old overturned boat, remove planters, remove weeds and trim visual barrier that has been planted to indicate it is the end of the park, remove firewood (everything that is encroaching into the park from the properties around it) I sent photos last month.

3) **Park access** - between 6404 and 6405 Shedden Drive. (see attached documents) What is happening? Why hasn't there been any follow through?

We are attaching a copy of a 2019 letter from the Village to all residents regarding the park.

We are also attaching a copy of an email from October 2014 where I asked about the gazebo. The reply being " They are aware of the situation and are dealing with it accordingly" Will you please ensure Glen gets a copy of both.

Hopefully Wendy will be at the next meeting as she wrote the July 2019 letter and will definitely have a better recall of the meeting conversation. She confirmed the gazebo was in the park and owned by the village, she also confirmed that the walkway should be cleared.

4) **Treatment** for dust issues on our dirt road. Wendy mentioned that Sandy Lake was trying something we may be able to use.

I know I have to list everything I'd like to ask during the meeting....sorry for the long list.

Same list for the last year it seems. That's unfortunate, yet telling.

Did the \$2000 increased budget for 'beautification' get put back into the village funds? I understand that Brenda is unable, so again this year, the planter boxes remain broken and empty.

We do not believe we are asking for anything but what is fair for everyone who lives here. I saw the Village recently posted the Ethical Guidelines of Conduct for Members of Council on it's website. Good for all of us to have a reminder of the ethics and standards of the position.

Thank you



Virus-free. www.avg.com



Summer Village of Sunrise Beach Administrative Policy

Number	Title		
A-FIN-TRF-1 (V-001)	Tax Recovery Fees		
Approval	Originally Approved		Last Revised
(CAO initials)	Resolution No:		Resolution No:
	Date:	November 8, 2004	Date:
			July 25, 2019

Purpose

To ensure that the municipality is reimbursed for its administration costs prior to the removal of the Tax Recovery Notifications.

Policy Statement

Whenever Tax Recovery Notifications are to be registered with Land Titles against a property for non-payment of taxes, the minimum charge to be applied against the taxes shall be \$60.00 plus related expenses or the actual costs, whichever is greater.

The Tax Recovery Notification shall not be discharged until the taxes and the tax recovery charges have been paid in full.

Responsibilities

Legal References: MGA Part 5 & 6

Cross References:

Revisions:

Resolution Number	MM/DD/YY



Summer Village of Sunrise Beach Council Policy

Number	Title		
C-COU-DMRL-1 (I-003)	Disposal of Municipal Reserve Lands		
Approval	Originally Approved		Last Revised
(CAO initials)	Resolution No:		Resolution No:
	Date:	January 28, 2020	Date:

Rescinds Policy # I-300

Purpose

The Municipal Government Act, Chapter M26 of the Statutes of Alberta, established procedures which must be followed should a council determine that they wish to dispose of any municipal reserve land.

Policy Statement

Council recognizes the importance of having municipal reserves in place for the recreational use of the residents the Summer Village of Sunrise Beach, however, also recognizes that there may, in the future, exist a situation that would demand the use of reserve land by private property owners.

Council for the Summer Village Sunrise Beach will not consider disposing of designated reserve land except in situations of extreme need that can be proven by the applicant for the lands.

Responsibilities

Legal References: MGA 674-675

Cross References:

Revisions:

Resolution Number	MM/DD/YY



Summer Village of Sunrise Beach

Council Policy

Number	Title		
C-COU-DMRL-1 (I-003)	Disposal of Municipal Reserve Lands		
Approval	Originally Approved		Last Revised
(CAO initials)	Resolution No:		Resolution No:
	Date:	January 28, 2020	Date:

Rescinds Policy # I-300

Purpose

The Municipal Government Act, Chapter M26 of the Statutes of Alberta, established procedures which must be followed should a council determine that they wish to dispose of any municipal reserve land.

Policy Statement

Council recognizes the importance of having municipal reserves in place for the recreational use of the residents the Summer Village of Sunrise Beach, however, also recognizes that there may, in the future, exist a situation that would demand the use of reserve land by private property owners.

Council for the Summer Village Sunrise Beach will not consider disposing of designated reserve land except in situations of extreme need that can be proven by the applicant for the lands.

Responsibilities

Legal References: MGA 674-675

Cross References:

Revisions:

Resolution Number	MM/DD/YY

DISPOSAL OF MUNICIPAL RESERVE LANDS

Authorization: Council Resolution

Policy:

1. The Municipal Government Act, Chapter M26 of the Statutes of Alberta, established procedures which must be followed should a council determine that they wish to dispose of any municipal reserve land.
 2. Council for Sunrise Beach will not consider disposing of designated reserve land except in situations of extreme need that can be proven by the applicant for the lands.
-

Background:

Council recognizes the importance of having municipal reserves in place for the recreational use of the residents of Sunrise Beach, however, also recognizes that there may, in the future, exist a situation that would demand the use of reserve land by private property owners.

Date Effective: February 4, 2008

Confirmed: March 7th, 2011 Council Meeting



Summer Village of Sunrise Beach

Council Policy

Number	Title		
C-COU-REM-1 (I-001 & II-001)	Council Remuneration and Expense Reimbursement		
Approval	Originally Approved		Last Revised
(CAO initials)	Resolution No:	117-20	Resolution No:
	Date:	July 28, 2020	Date:

Purpose

To ensure Council Members receive fair compensation for their time and expenses incurred while on Summer Village business.

Policy Statement

Council Members shall be provided with remuneration for their time and reimbursement for the expenses incurred in fulfilling their duties on Summer Village Council.

Standards

1. Remuneration is intended to compensate for official business conducted on behalf of the council as a whole to benefit the Summer Village of Sunrise Beach.
2. Remuneration is not intended to match or replace employment or professional rates that the Councillors or Mayor may expect in their job or profession.
3. Remuneration rates will be adjusted from time to time based upon comparisons, inflation rates, and any other considerations deemed appropriate in a manner agreed upon by Council.
4. Cost of living adjustment will be reviewed by council on an annual basis and may or may not be applied to council base pay and/or meeting rates at the discretion of Council.
5. Remuneration, travel and meals shall be paid in accordance with the amounts and rates approved at the annual organizational meeting or as amended by Council motion from time to time and as shown in Schedule "A". No alcoholic beverages shall be paid for the by the Village at any time.
6. Other items – actual receipted cost may include incidentals such as parking, use of public transportation, etc.
7. Reimbursement amounts shall be reviewed annually.



Summer Village of Sunrise Beach Council Policy

Legal References:

Cross References:

Revisions:

Resolution Number	MM/DD/YY



Summer Village of Sunrise Beach Council Policy

Schedule "A"

Honorariums

- | | |
|---|-----------|
| 1. Council Meetings | \$ 150.00 |
| 2. Committee Meetings as appointed | \$ 150.00 |
| 3. Other full Day Meetings/Conferences/Seminars (4 hours minimum) | \$ 200.00 |

Meal Expenses

When travelling on Summer Village business a claim can be made for meal allowances as per receipts provided to a maximum of :

\$15.00 for breakfast

\$20.00 for lunch

\$30.00 for dinner/supper

Mileage Expenses

When employees or elected officials use their own vehicles for approved municipal business, the reimbursement rate shall be:

\$0.55 per kilometer

Accommodation Expense

When travelling on Summer Village business the actual cost of the accommodation may be claimed.

Incidental Expenses

Other incidentals such as telephone calls and parking will be paid upon receipts being provided.

LEGISLATIVE POLICY

I-001

COUNCIL REMUNERATION

Authorization: Council Resolution of August 30, 2004

Amended: Council Resolution of July 24, 2009
Council Resolution of February 7th, 2011

-
1. The Mayor and Council Members will be reimbursed for time spent on municipal business at the following rates:

Regular Council meetings:	\$125.00 per meeting
Special Council meetings	\$125.00 per meeting
Full Day Meetings (over 4 hours not including travel time)	\$200.00 per meeting

 2. Expense forms must be filled out and signed by each member of Council prior to reimbursement. Expense forms are to be submitted on at least a quarterly basis.
-

Background:

Council feels that it is important to recognize the contribution of time made by Council members, therefore this policy was established to ensure that Council members are reimbursed for attending to municipal business. It is also important to have policy in one place for immediate reference by Council and by staff.

Date Effective: 30 August 2004
24 July 2009 (as amended)
7 February 2011

PERSONNEL POLICY

II-001

EXPENSE REIMBURSEMENT POLICY

Authorization: Council Resolution – August 8, 2006
Amended February 7th, 2011

Policy:

1. Employees and elected officials who attend Council approved conventions, seminars, or meetings held out of town, shall be reimbursed for transportation, food, lodging, and other related expenses.
 2. When employees or elected officials use their own vehicles for approved municipal business, the reimbursement rate shall be \$0.55 per kilometer.
 3. The rate of reimbursement for food per day shall be as per receipts.
 4. Other incidentals, such as parking fees, etc. that are bona fide expenses, will be paid on receipt.
 5. Reasonable rates for lodging will be paid upon receipts being provided with the expense claim.
-

Background:

Council does not wish any employee or elected official to be "out of pocket" for expenses incurred as a result of attending municipal business, but also wishes to ensure that expenses are within reason.

Date Effective: August 1, 2006
February 7th, 2011 (amended)

FW: Phase A waste water line

"cao@onoway.ca" [cao@onoway.ca]

Sent: 7/4/2020 11:38 AM

To: ""Glen Usselman"" <glen@lfservices.ca>, ""Jackie Tremblay"" <tremblayj@xplornet.com>, ""Vera Beck"" <veralynnbeck@gmail.com>

Cc: ""svsunrisebeach@wildwillowenterprises.com"" <svsunrisebeach@wildwillowenterprises.com>

Council please mark your calendars for Tuesday, August 11 at 7:00 p.m. at Onoway Heritage Centre.

Susan put on our next agenda for attendance authorization.

W

Wendy Wildman

CAO

Town of Onoway

Box 540

Onoway, AB. T0E 1V0

780-967-5338 Fax: 780-967-3226

cao@onoway.ca

NOTE EMAIL CONTACT INFORMATION HAS CHANGED TO: cao@onoway.ca

This email is intended only for the use of the party to which it is addressed and for the intended purpose. This email contains information that is privileged, confidential, and/or protected by law and is to be held in the strictest confidence. If you are not the intended recipient you are hereby notified that any dissemination, copying, or distribution of this email or its contents is strictly prohibited. If you have received this message in error, please notify us immediately by replying to the message and deleting it from your computer.

From: Garth Ward <garthward51@icloud.com>

Sent: July 3, 2020 7:39 PM

To: cao@onoway.ca

Cc: Jason Madge <jason@onoway.ca>; Joe Blakeman <JBlakeman@lsac.ca>; Joe Duplessie <jduplessie@lsac.ca>; Mike Yakemchuk <myalta@shaw.ca>; Glen Usselman <glen@lfservices.ca>; Gordon Drybrough <drybrough1994@gmail.com>; Trinity Hindes <THindes@lsac.ca>; Graeme Horne <Jackster23@icloud.com>

Subject: Re: Phase A waste water line

Ok with all the issues getting everyone, and the info required we will reschedule to Tuesday Aug 11 @ 7.00 pm @ Onoway Heritage bldg. This needs to include Sandy lake, Sunrise beach, Town of Onoway, Lac St Anne County, Darwell Lagoon commission. Trinity can you please rebook a space for that date please and thank you.

Garth

VP Darwell Lagoon Commission

Sent from my iPhone

On Jul 3, 2020, at 3:53 PM, cao@onoway.ca wrote:

It seems some clarification needs to happen here.

I am not available that day.

Garth is this just a Sandy/sunrise/ Darwell meeting?

Regards,
Jason Madge
Public Works Manager
Ph 780 868 4467

On Jul 3, 2020, at 2:57 PM, Garth Ward <garthward51@icloud.com> wrote:

Sent from my iPhone

Begin forwarded message:

From: Trinity Hindes <THindes@lsac.ca>
Date: July 3, 2020 at 10:03:18 AM MDT
To: Joe Duplessie <jduplessie@lsac.ca>, "garthward51@icloud.com" <garthward51@icloud.com>, Mike Yakemchuk <myalta@shaw.ca>, Joe Blakeman <JBlakeman@lsac.ca>, Wendy Wildman <cao@onoway.ca>, Glen Usselman <glen@lfservices.ca>, Gordon Drybrough <drybrough1994@gmail.com>
Subject: Phase A waste water line

<mime-attachment.ics>

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23

RE: Phase A waste water line

"Mike Yakemchuk" [myalta@shaw.ca]

Sent: 7/3/2020 4:08 PM

To: ""Joe Blakeman"" <JBlakeman@lsac.ca>, ""Wendy Wildman"" <cao@onoway.ca>, ""Glen Usselman"" <glen@lfservices.ca>, ""Gordon Drybrough"" <drybrough1994@gmail.com>, ""Joe Duplessie"" <jduplessie@lsac.ca>, ""Garth Ward"" <garthward51@icloud.com>, ""bhartman@lsac.ca"" <bhartman@lsac.ca>, ""Summer Village of Sandy Beach"" <svsandyb@xplornet.ca>, ""svsunrisebeach@wildwillowenterprises.com"" <svsunrisebeach@wildwillowenterprises.com>

Hi All

I'm thinking that I can outline where we are with the various aspects of the Project and it will bring everybody up to date. There may be no need for a face-to-face meeting until some of the issues have been brought forward for decisions for the group to make. Right now we are just evaluating items to bring forward for discussion but we don't have anything ready yet and July 13, 2020 may be too premature.

PROJECT UPDATE**Preliminary Design**

MPE submitted the DRAFT Pre-Design report to the Tech Committee for their review and comments. We will have the review done by early the week of the 6th and then MPE will need time to finalize the Pre-Design Report (by July 15, 2020). It can then be presented to the Group.

There is one issue that still needs to be resolved that may have a major impact on time lines for the Pre-Design Report. That is the location of Sandy Beach area lift station and obtaining land and TRANS approval for development next to the Highway. We are working with WILD Water and TRANS to have this resolved ASAP.

Town of Onoway Connection

Tech Committee met (via telephone conference) with AEP regarding the project and the potential connection to the Town of Onoway lagoon system. Although we have verbal assurances that there appears to be no significant issues with the project or the connection to the Town's lagoon, AEP wants to review the Pre-Design Report before they provide us with a written response on the project. Therefore we need to wait for final report.

We have sent a DRAFT "Wastewater Rate Calculation" paper to the Town of Onoway for their review. We propose to meet with the Town Administration Staff to potentially input \$ and numbers into the calculation such that a wastewater rate could be developed. We are awaiting the Town to contact us.

Technical details of the proposed connection to the Town's lagoons will be included in the Pre-Design Report and will be provided to the Town for their review and comment.

Governance

I met with Rodd Thorkelsson and John McDonnell, Brownlee Law, on Monday, June 29, 2020, and explained the situation Darwell Lagoon Commission is in with regard to Phase A and Phase B projects.

Phase A – involves 3 municipalities; SV of SB, SV of SRB, and County where the SVs are not members of Darwell Lagoon Commission

Phase B – involves Darwell Lagoon Commission tying into TriVillage Sewage Commission

I also reviewed the potential of the overall "super" system involving numerous municipalities and commissions.

I indicated that there are short governance needs i.e. SV's SB and SRB, County, and Town of Onoway – Phase A project where the project is progressing.

The end result of the meeting was that Brownlee Law would prepare a Proposal for the Darwell Lagoon Commission to evaluate various alternative governance structures that are available to the municipalities involved in these projects and possible future projects.

We have not received the proposal yet so Brownlee has not been engaged to start on the governance structure analysis. Again we won't have anything before July 13, 2020.

If you have any questions on the above, give me a call. If we meet on the 13th I will be there.



Minutes of Meeting #2 Design Update

Client: Darwell Lagoon Commission **File:** N:\52\25\018-00\MM02
Project: Sandy Beach/Onoway Regional Wastewater Transmission Line
Date: June 2, 2020
Time: 10:00 a.m.

Attendance:	Joe Duplessie	Lac Ste. Anne County	jduplessie@lsac.ca
	Brian Hartman	Lac Ste. Anne County	bhartman@lsac.ca
	Mike Yakemchuk	Darwell Lagoon Commission	myalta@shaw.ca
	Mirek Grzeszczuk	MPE Engineering Ltd.	mgrzeszczuk@mpe.ca
	Ryan Sharpe	MPE Engineering Ltd.	rsharpe@mpe.ca
	Scott Kusalik	MPE Engineering Ltd.	skusalik@mpe.ca
	Omer Sagbo	MPE Engineering Ltd.	osagbo@mpe.ca

Absent: N/A

Location: MPE Edmonton

Purpose: Design Update

Distribution: All Present

**Action
Req'd
By:**

1.0 Project Management Team:

- Lines of Communication – working effective.
- Engineering Services Agreement signed by both parties.

2.0 Design Criteria:

- Flows: Design Basis Memorandum 1 (DBM1) revised and issued to the project management team (PMT). MPE to base all further design work for the lift station(s) and forcemain on the flows outlined in DBM1.
- Hydraulics and Modelling: DLC provided previously completed hydraulic models. MPE to review. MPE
- Future Connections: Stubs to be provided for all future connections as outlined in the previous meeting and DBM 1, with the addition of Sturgeon Heights.
- Record Information: DLC to provide aerial photos. No lidar is available. DLC
- One of the mandates that should be implemented by the County for the regional wastewater system is to only allow lift station connections to the forcemain(s). No direct connections from low pressure sewer systems to the forcemain should be allowed to avoid potential risk of flooding basements and homes with sewage. The DLC

sized based on a flow of 14.7 L/s with a forcemain size of 200 mm. MPE will further consider the flows from the Tri-Village tie-in as the forcemain may need to be upsized to 250 mm downstream of the Tri-Village tie-in.

- Pumping Options. MPE completed initial hydraulics based on two options, as follows:
 - Option 1 – Single Lift Station at Highway 642. Requires a pump capable of 14.7 L/s at 90 to 95 m of head. Based on feedback from suppliers, there are no submersible pump options available. Suppliers are looking into alternate options but will likely be uncommon pumps for wastewater pumping applications.
 - Option 2 – Two Lift Stations – One at Highway 642 and a second at the intersection of Range Road 13 and Township Road 552. This reduces the head requirement which can be met by submersible pumps.

DLC's preference is to use more readily available and common pumps such as submersibles to avoid long lead times and future maintenance. DLC further requested that an alternate lift station be considered north of Aspen Hills Subdivision as the second lift station site. A future combined low pressure sewer system from Aspen Hills, Hillview Estates, Bridlewood Mews, and Karma Kay could then tie directly into the lift station. MPE to review the hydraulics and initial pump selections based on Option 2 but with the second lift station located north of Aspen Hills at the intersection of Range Road 15 and Township Road 552. The area just south of Township Road 552 at the North end of Aspen Hills is County owned land – The County to confirm land ownership and area.

MPE

DLC

- The Lift Stations are to follow the design parameters outlined below.
 - Septage Receiving Station (Highway 642 Lift Station only).
 - Asphalt Access Road (Highway 642 site only).
 - Electrical/Controls Building with chemical feed systems.
 - Manual Transfer Switch.
 - Portable Generator to be supplied as part of the Contract (for use at either site).
 - Concrete or Asphalt pad for a portable generator.
 - Submersible Pumps, Wet Well, level controls, grinder, and associated equipment. Wet well sizes to be determined, preference is to maximize wet well storage.
 - No grass or landscaping around the lift station wet wells and buildings – asphalt, concrete, or gravel only.

5.0 Regulatory:

- CPP is completing the desktop environmental assessment the week of June 8th, field work the week of June 16th.
- MPE to set up a meeting with AEP to discuss approval/notification requirements under the Environment Protection and Enhancement Act.
- MPE anticipates a basic historical submittal only will be required.

MPE



Minutes of Meeting #3 Design Update

Client: Darwell Lagoon Commission **File:** N:\52\25\018-00\MM03
Project: Sandy Beach/Onoway Regional Wastewater Transmission Line
Date: June 16, 2020
Time: 10:00 a.m.

Attendance:

Joe Duplessie	Lac Ste. Anne County	jduplessie@lsac.ca
Mike Yakemchuk	Darwell Lagoon Commission	myalta@shaw.ca
Mirek Grzeszczuk	MPE Engineering Ltd.	mgrzeszczuk@mpe.ca
Ryan Sharpe	MPE Engineering Ltd.	rsharpe@mpe.ca
Scott Kusalik	MPE Engineering Ltd.	skusalik@mpe.ca

Absent: N/A

Location: MPE Edmonton

Purpose: Design Update

Distribution: All Present
Brian Hartman Lac Ste. Anne County bhartman@lsac.ca

**Action
Req'd
By:**

1.0 Project Management Team:

2.0 Design Criteria:

- Hydraulics and Modelling: MPE completed hydraulics based on two lift stations, one along Highway 642 and a second at the north end of Aspen Hills on County owned land. The area at the north end of Aspen Hills is in a low area just west of the creek and wetland. This results in significant elevation gain required for the second pump station. As a result, MPE reviewed two additional options for the second lift station location; the first at the intersection of Range Road 13 and Township Road 552 and another at the intersection of Range Road 12 and 13. Below are the results reviewed during the meeting. The County's preference is to go with Option 2A as this is the most efficient option and allows matching pump sizes for both lift stations.. DLC to initiate discussions with adjacent landowners to confirm a potential location.

DLC

preliminary design report. DLC further noted that their preference is to use a pre-fabricated building from the SRS supplier and allow space for the chemical feed system and electrical/controls for the lift station.

- The Lift Stations are to follow the design parameters outlined below.
 - Septage Receiving Station (Highway 642 Lift Station only).
 - Asphalt Access Road (Highway 642 site only).
 - Electrical/Controls Building with chemical feed systems (Highway 642 site only).
 - Manual Transfer Switch.
 - Portable Generator to be supplied as part of the Contract (for use at either site).
 - Concrete or Asphalt pad for a portable generator.
 - Submersible Pumps, Wet Well, level controls, grinder, and associated equipment. Wet well sizes to be determined, preference is to maximize wet well storage. Note DLC requested flush valves on both pumps.
 - No grass or landscaping around the lift station wet wells and buildings – asphalt, concrete, or gravel only.

5.0 Regulatory:

- CPP is completing the field work this week.
- MPE has a contact with AEP and has tentatively set a meeting for next Tuesday, June 23 to review regulatory submittals/approvals. MPE to send out official meeting invite to all parties. **MPE**
- Historical resources submittal to be issued in the next two weeks. **MPE**

6.0 Miscellaneous:

- Geotechnical Investigation is underway. Add boreholes at new Intermediate Lift Station site. **MPE**
- Survey is mostly complete aside from along Highway 642, Intermediate lift station site, Onoway lagoon, and borehole locations.
- Tender Packages – Proceed with two separate tender packages, one for the forcemain and a second package for the lift stations.

7.0 Schedule:

- MPE to provide pre-qualification documents to the PMT by June 19 for review. **MPE**
- Target Milestones as follows:
 - Pre-Design Report by June 30, 2020
 - Final Design by August 15, 2020
 - Tender: September 2020
 - Construction Start: October 2020

FW: North 43 & Darwell Lagoon Commission**"Trinity Hindes"** [THindes@lsac.ca]**Sent:** 7/16/2020 2:09 PM**To:** ""Summer Village of Sandy Beach"" <svsandyb@xplornet.ca>, ""Summer Village of Sunrise Beach"" <svsunrisebeach@wildwillowenterprises.com>, ""Town of Onoway"" <info@onoway.ca>

Good afternoon,

The Darwell Lagoon Commission Board would like to invite you to their next Board meeting being held on August 7, 2020 at the Lac Ste. Anne County Administration office. The meeting will begin at 9:00 a.m.

-----Original Appointment-----

From: Trinity Hindes**Sent:** June 4, 2020 11:06 AM**To:** Trinity Hindes; Brenda Shewaga; George Vaughan; Joe Blakeman; Joe Duplessie; Lorne Olsvik; Louis Belland; Mayor Ian Kupchenko; Mike Yakemchuk; Russ Purdy; Shelley Marsh; Tony Sonnleitner (cao@rosshaven.ca); Wendy Wildman; Bernie Poulin; 'garthward51@icloud.com'; Graeme Horne; Joe Blakeman; Steve Hoyda**Cc:** Brian Hartman; Mike Primeau**Subject:** North 43 & Darwell Lagoon Commission**When:** August 7, 2020 9:00 AM-11:30 AM (UTC-07:00) Mountain Time (US & Canada).**Where:** Council Chambers

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Summer Village of Sunrise Beach

Municipal Development Plan

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This Section outlines policies designed to support collaboration between the Summer Village and neighbouring municipalities.

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SECTION ONE

Welcome

1

This Section introduces the community vision and local demographics which underpin policies within the MDP.

1-1 OUR COMMUNITY

The Summer Village of Sunrise Beach is home to permanent and seasonal residents in a recreational lakeside setting. It is located within to Lac Ste. Anne County on the western shores of Sandy Lake, south of Sandy Beach, as shown on **Figure 1**. Sunrise Beach has a total land area of 1.66 square kilometres.

The Sandy Lake area was part of the traditional territory of Alexander and other First Nations. Upon the signing of Treaty No. 6 Alexander Indian Reserve No. 134 was created on lands east of Sandy Lake.

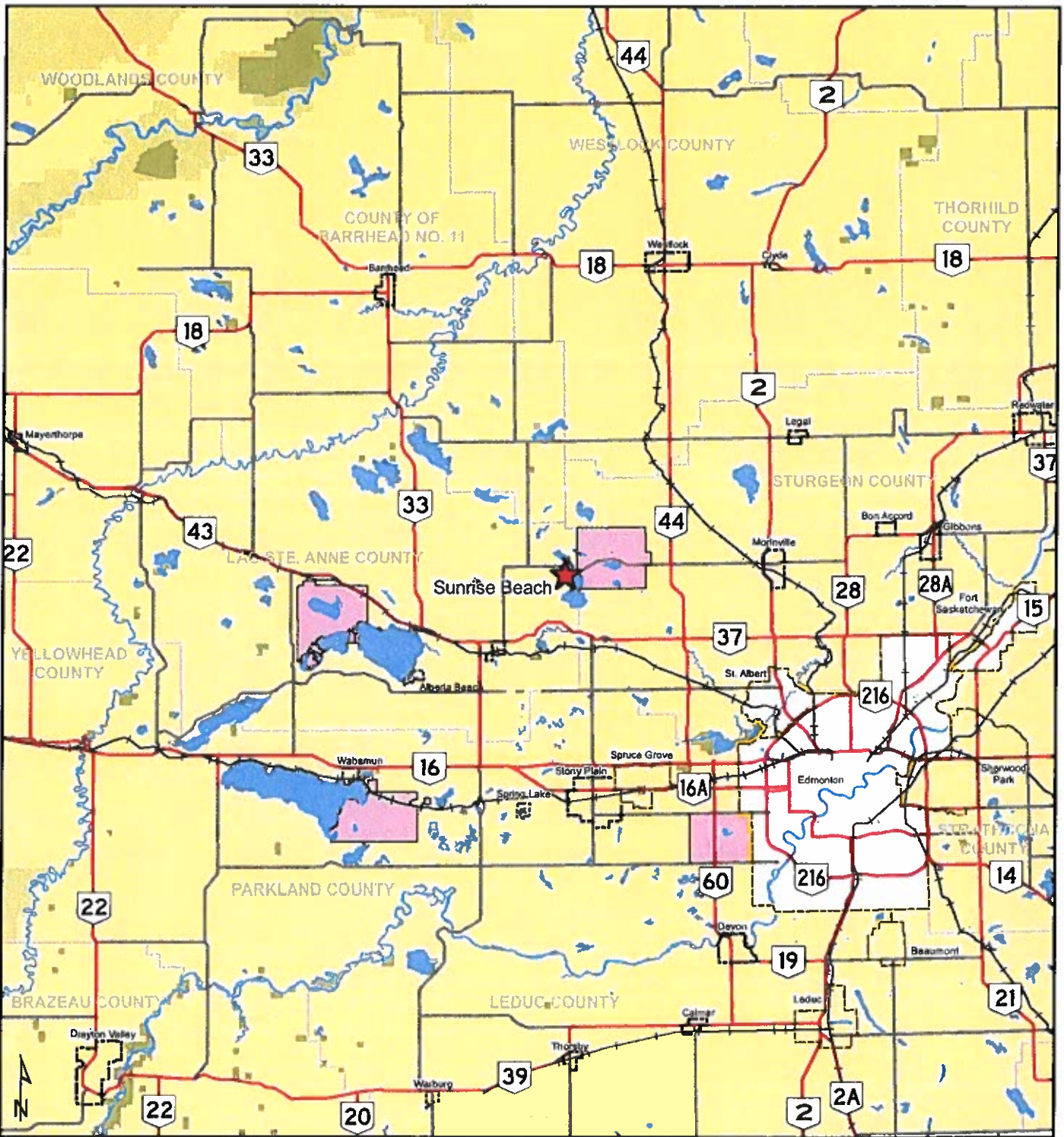
In the late 1880s, when more people were settling in and around the area, lands were predominately used for agriculture. Recreational development around Sandy Lake began in the 1920s with the first subdivision being established in 1923. When the Summer Village of Sunrise Beach was incorporated on December 31, 1988, more than 1000 lots around the lake had been established. Many recreational activities are enjoyed in and around the lake, including camping, boating, cross-country skiing and use of recreational vehicles.

1-2 OUR VISION

Our 20 Year Vision is:

The Summer Village of Sunrise Beach continues to be quiet and safe place to live and recreate, provides opportunities for residential growth in a controlled and sustainable manner while retaining its small village character.





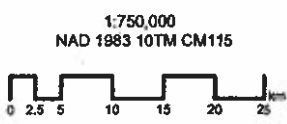
ISL Engineering and Land Services

- Highway, 1-216 Series
- Highway, 500-986 Series
- + Railway
- Lake/Major River
- Provincial Protected Area
- Provincial Green Area
- Sunrise Beach
- City
- Urban Service Area
- Town
- Village
- Indian Reserve
- Rural Municipality

SUNRISE BEACH MUNICIPAL DEVELOPMENT PLAN



FIGURE 1: CONTEXT MAP

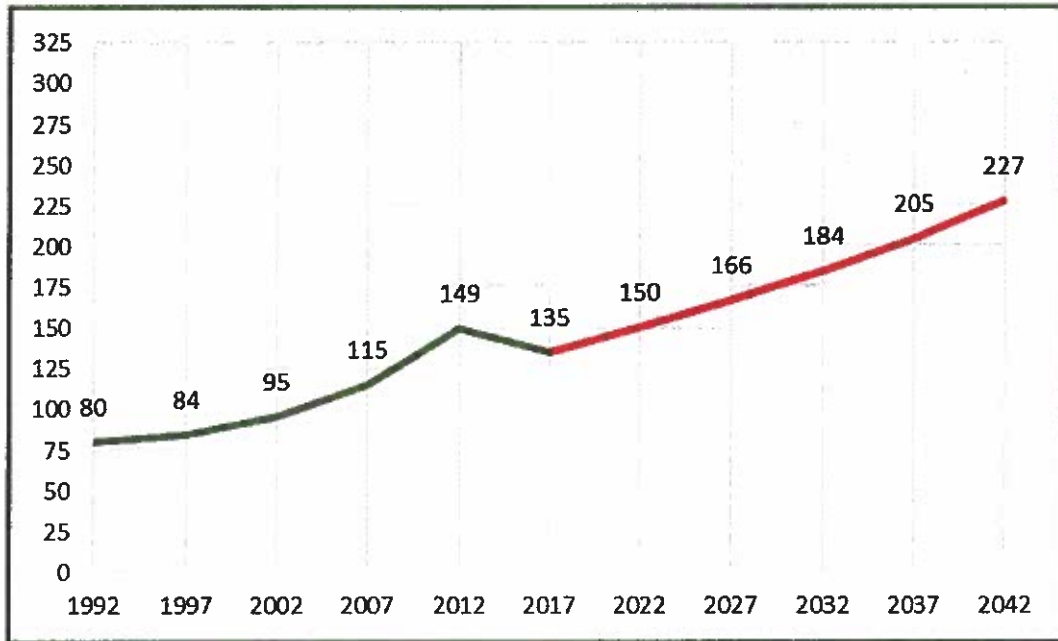


1-3 DEMOGRAPHICS

Sunrise Beach has experienced steady growth with a dip off of the peak of 149 permanent residents in 2012, as shown on **Figure 2**. Using Sunrise Beach's Average Annual Growth Rate of 2.1% and projecting it out to 2042 results in an increase from 135 to 227 residents.

Given this potential increase in population, it is likely that additional housing stock will be needed to accommodate an increase in population over the planning horizon of the MDP.

Figure 2 – Population Growth in Sunrise Beach



Source: Alberta Municipal Affairs.



SECTION TWO

Planning Framework

2

This Section introduces the purpose, scope and limitations of the MDP.

2-1 PURPOSE & SCOPE

A Municipal Development Plan (MDP) is a statutory document required by the Province of Alberta and adopted pursuant to the Municipal Government Act (MGA). MDPs are a tool that articulates a municipality's vision for the future, articulating strategic goals and priorities for land use and infrastructure to support long-term growth.

MDPs are prepared and adopted in accordance with the requirements of Section 632 of the MGA, which provides the parameters on MDP content:

632(3) A municipal development plan

(a) must address

- (i) the future land use within the municipality,**
- (ii) the manner of and the proposals for future development in the municipality,**
- (iii) the co-ordination of land use, future growth patterns and other infrastructure with adjacent municipalities if there is no intermunicipal development plan with respect to those matters in those municipalities,**
- (iv) the provision of the required transportation systems either generally or specifically within the municipality and in relation to adjacent municipalities, and**
- (v) the provision of municipal services and facilities either generally or specifically,**

(b) may address

- (i) proposals for the financing and programming of municipal infrastructure,**
- (ii) the co-ordination of municipal programs relating to the physical, social and economic development of the municipality,**
- (iii) environmental matters within the municipality,**
- (iv) the financial resources of the municipality,**
- (v) the economic development of the municipality, and**
- (vi) any other matter relating to the physical, social or economic development of the municipality,**

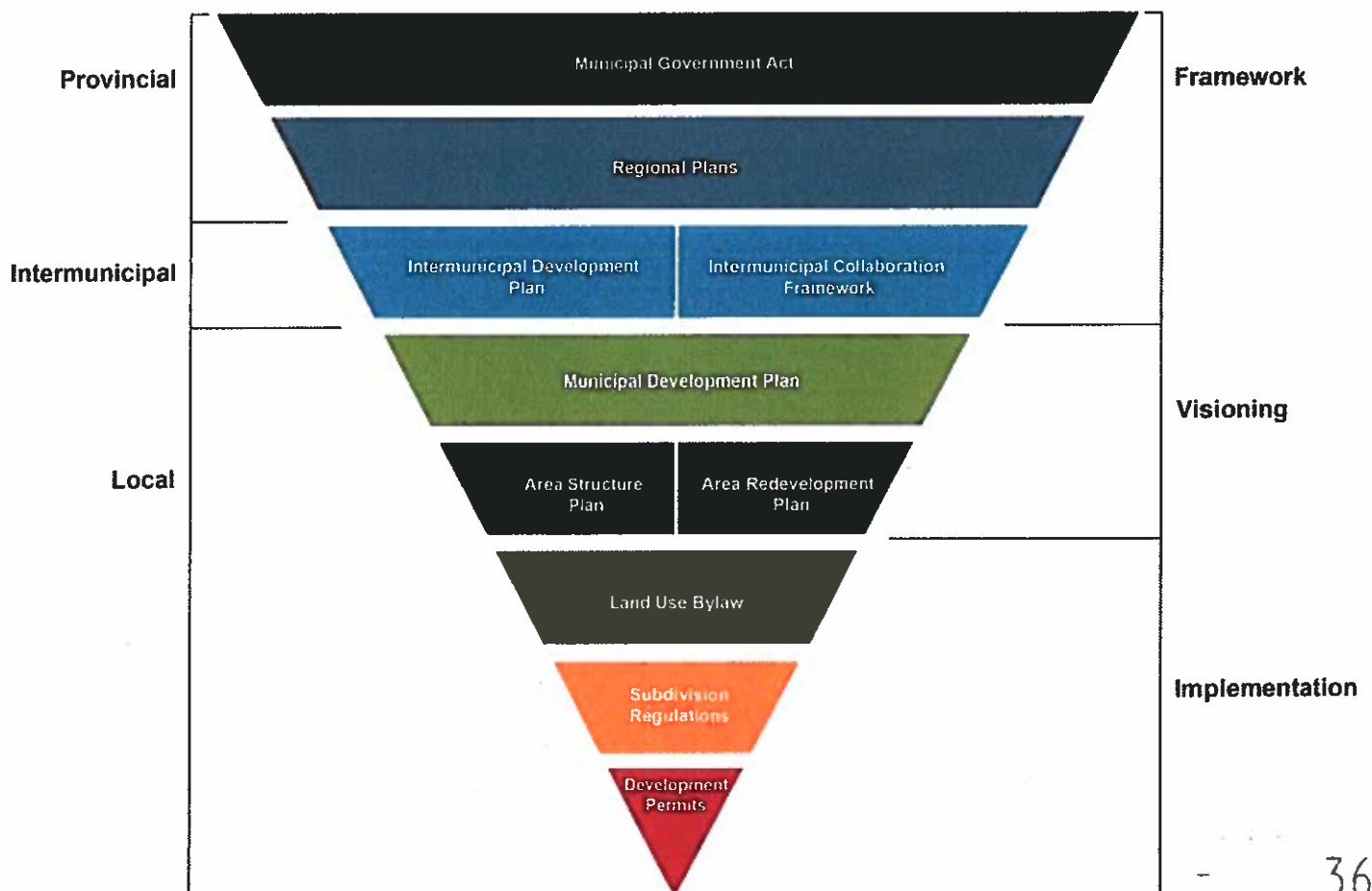


- (c) *may contain statements regarding the municipality's development constraints, including the results of any development studies and impact analysis, and goals, objectives, targets, planning policies and corporate strategies,*
- (d) *must contain policies compatible with the subdivision and development regulations to provide guidance on the type and location of land uses adjacent to sour gas facilities,*
- (e) *must contain policies respecting the provision of municipal, school or municipal and school reserves, including but not limited to the need for, amount of and allocation of those reserves and the identification of school requirements in consultation with affected school boards,*
- (f) *must contain policies respecting the protection of agricultural operations, and*
- (g) *may contain policies respecting the provision of conservation reserve in accordance with section 664.2(1)(a) to (d).*

2-2 LEGISLATIVE FRAMEWORK

Provincial legislation, namely the MGA, establishes the planning context in which an MDP sits. In this planning hierarchy, plans, bylaws and approvals that are lower must be consistent with plans that are higher, as illustrated below:

Figure 3 – Planning Hierarchy in Alberta



2-3 INTERPRETATION

Where “shall” is used in a policy, the policy is considered mandatory in order to achieve a desired result. Where “should” is used in a policy, it is anticipated that the policies will be applied in all situations, unless it can be clearly demonstrated to the satisfaction of the Summer Village, that the policy is not reasonable, practical and feasible in a given situation.



SECTION THREE

Local Policies

3

This Section outlines local land use planning policies.

3-1 FUTURE DEVELOPMENT

Goals

- a) To maintain Sunrise Beach as a recreation focused, residential lakeside community.
- b) To be supportive of new development and infill that is sensitive to the surrounding community.
- c) To minimize incompatibility between adjacent land uses.

Policies

- 3.1.1** Opportunities for new residential and commercial development are encouraged in the lands identified in **Figure 4**.
- 3.1.2** Residential infill should respect or complement the existing built form, including, height, size and architectural detailing of existing development.
- 3.1.3** Development of lakeside lots should be limited to single-family residential dwellings.
- 3.1.4** Non-residential development shall be appropriately buffered from existing residential dwellings.
- 3.1.5** Natural vegetation and tree cover should be retained when development occurs, where possible.
- 3.1.6** Servicing requirements and off-site upgrades shall be at the expense of the developer.
- 3.1.7** Buildings shall be setback from the high-water mark of Sandy Lake.
- 3.1.8** The maximum Municipal Reserve as indicated by the MGA shall be required for all subdivision. These reserves may be in the form of land, cash-in-lieu or a combination thereof.



- 3.1.9** Lands deemed to be environmentally significant shall be protected via Environmental Reserve dedication or an environmental easement registered at the time of subdivision.
- 3.1.10** Development along the lakefront shall be required to provide an Environmental Reserve strip.
- 3.1.11** A Conceptual Scheme shall be required for all proposed developments resulting in four (4) or more new parcels in currently undeveloped portions of the Summer Village. The Conceptual Scheme should include:
 - a) The land uses proposed for the development;
 - b) How access to the site will be provided;
 - c) How the lots will be serviced; and
 - d) Interface conditions with adjacent parcels.
- 3.1.12** Any development over 16 hectares in size shall require an Area Structure Plan (ASP) that is prepared in compliance with the MGA.
- 3.1.13** The following studies may be required to support a Conceptual Scheme or ASP:
 - a) A Traffic Impact Assessment (TIA);
 - b) A Stormwater Management Plan;
 - c) A Biophysical Impact Assessment (BIA) completed by a Professional Biologist where environmentally sensitive areas have been identified; and
 - d) A Grading Plan.

3-2 PARKS, OPEN SPACE AND RECREATION

Goals

- a) To develop and maintain green spaces and recreational areas for Sunrise Beach residents.
- b) To provide additional recreational opportunities and facilities.

Policies

- 3.2.1** Parks and Open Spaces shall be preserved and maintained for the use and enjoyment of residents and visitors.
- 3.2.2** The development of new recreation facilities for both active and passive uses is encouraged.



3-3 MOBILITY

Goals

- a) To maintain a well-connected, walkable community.
- b) To provide a safe and efficient road network that meets residents' current and future needs.

Policies

- 3.3.1** Trails and pathways shall be maintained and enhanced to link parks and open spaces and provide lake access.
- 3.3.2** Opportunities to improve safety and connectivity for pedestrians and cyclists, such as separate walkways are encouraged.
- 3.3.3** Explore connecting the roadway network to Township Road 554 to create a southern access point into Sunrise Beach.
- 3.3.4** The roadway network shall be maintained to meet current and future needs.

3-4 MUNICIPAL SERVICING AND UTILITIES

Goals

- a) To provide services and utilities to residents.
- b) To minimize negative impacts on the water quality of Sandy Lake as a result of development.

Policies

- 3.4.1** Sunrise Beach shall only approve development that does not require the municipality to provide piped water.
- 3.4.2** Low Impact Development (LID) stormwater management practices are encouraged.

3-5 ENVIRONMENTAL MANAGEMENT

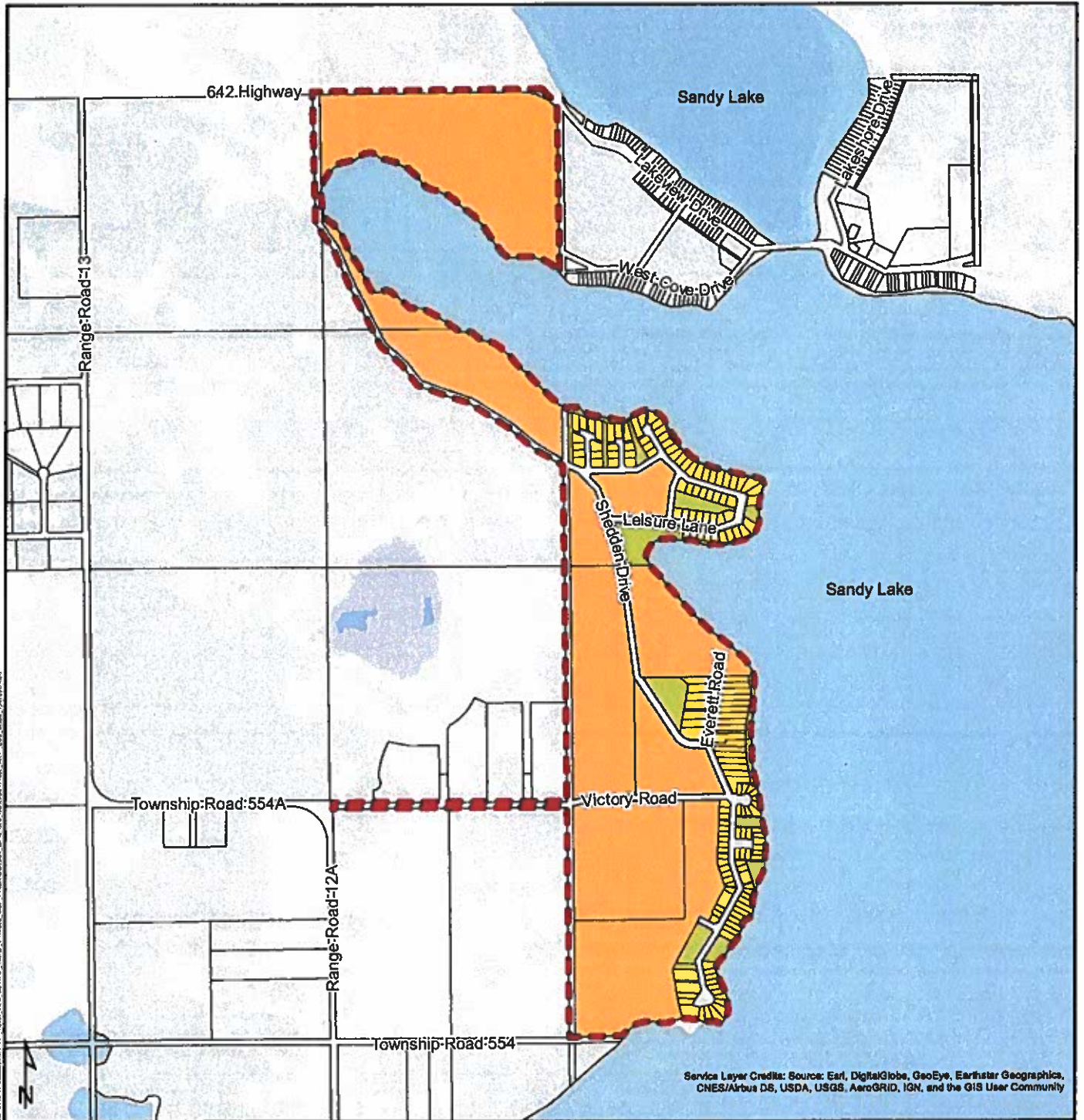
Goals



- a) To protect and preserve vegetation, wildlife habitat and environmentally significant areas.
- b) To enhance the water quality and natural habitat of Sandy Lake.




Policies

- 3.5.1** Impacts to the natural environment as a result of future development shall be minimized to the greatest extent possible.
- 3.5.2** No permanent structures shall be permitted within the 1:100 year flood plain.
- 3.5.3** Practices which minimize nutrients entering the lake from adjacent development are encouraged.



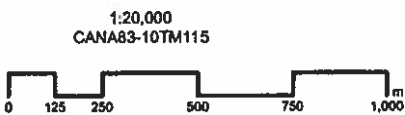


 Water Body
 Municipal Boundary

 Residential
 Parks and Open Space
 Future Residential/Retail

**SUNRISE BEACH
MUNICIPAL
DEVELOPMENT
PLAN**

ISL Engineering
and Land Services



**FIGURE 4
FUTURE
DEVELOPMENT MAP**

SECTION FOUR

Intermunicipal Policies

4

This Section outlines policies designed to support collaboration between the Summer Village and neighbouring municipalities.

4-1 COLLABORATION

Goals

- a) To work with nearby municipalities to provide enhanced services and amenities to residents.
- b) To work with Lac Ste. Anne County to develop land use policies which are mutually beneficial.
- c) To explore opportunities to connect to a regional water system over time.

Policies

- 4.1.1** Work with the County to prepare an Intermunicipal Development Plan for the lands which border Sunrise Beach.
- 4.1.2** Work with local municipalities to identify and support initiatives to provide enhanced services and amenities to residents.
- 4.1.3** Work with municipalities and stakeholders along the shore of Sandy Lake to promote and implement lake management best practices.
- 4.1.4** Work with the County to identify a secondary emergency access/egress road into the Summer Village.
- 4.1.5** Explore opportunities to connect to a regional water line.



SECTION FIVE

Implementation Policies

5

This Section outlines policies designed to implement MDP policies and measure progress made towards achieving them.

5-1 IMPLEMENTATION

Goals

- a) To implement to policies of this Municipal Development Plan.

Policies

- 5.1.1 The MDP shall be reviewed and updated approximately every ten (10) years to ensure that development continues to reflect the vision and goals herein. A review may also be necessary to reflect:
 - a) Shifts in economic, social and development opportunities and constraints;
 - b) Changes in federal and provincial legislation and regulations; and
 - c) Changes to Council's strategic priorities.
- 5.1.2 Council shall review and update the Land Use Bylaw to implement the policies of this MDP.



**BEING A BYLAW OF THE SUMMER VILLAGE OF SUNRISE BEACH TO
ADOPT A MUNICIPAL DEVELOPMENT PLAN FOR THE MUNICIPALITY**

WHEREAS the Municipal Government Act, as amended from time to time, requires each municipality to adopt a Municipal Development Plan; and

WHEREAS Section 632(1) of the Municipal Government Act requires that the Municipal Development Plan be adopted by bylaw and Section 632 (3) of the Municipal Government Act establishes the requirements of what must be contained within the Municipal Development Plan; and

WHEREAS the Municipal Development Plan has been advertised by the Summer Village of Sunrise Beach in accordance with Section 606 of the Municipal Government Act, and the required Public Hearing has been held in accordance with Section 230 of the Municipal Government Act;

NOW THEREFORE Council for the Summer Village of Sunrise Beach, duly assembled, enacts the following:

1. TITLE

1.1 THAT this bylaw may be cited as the "Municipal Development Plan Bylaw."

2. ADOPTION

2.1 THAT this bylaw, including the Summer Village of Sunrise Beach Municipal Development Plan that is hereto attached and forms part of this bylaw, is adopted.

3. REPEAL

3.1 THAT Bylaw 2013-132, being a previous version of a Municipal Development Plan for the Summer Village of Sunrise Beach, duly enacted, is hereby repealed.

4. SEVERABILITY

4.1 THAT each provision of this Bylaw is independent of all other provisions. If any provision of the Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable

5. COMING INTO FORCE

5.1 THAT Bylaw shall come into effect upon the third and final reading and signing of this Bylaw.

BYLAW NO. 166 -2020

**Municipal Government Act RSA 2000 Chapter M-26
Part 17, Section 632**

Read a first time on this 28th day of July, 2020.

Read a second time on this _____ day of _____, 2020.

Unanimous Consent to proceed to third reading on this _____ day of _____, 2020.

Read a third and final time on this _____ day of _____, 2020.

Signed this _____ day of _____, 2020.

Mayor, Glen Usselman

Chief Administrative Officer, Wendy Wildman

RE: Expiring Fire Service Agreement - Sturgeon County

"Pat Mahoney" [pmahoney@sturgeoncounty.ca]

Sent: 7/15/2020 1:24 PM

To: ""cao@onoway.ca"" <cao@onoway.ca>

Cc: ""svsunrisebeach@wildwillowenterprises.com"" <svsunrisebeach@wildwillowenterprises.com>

Afternoon Wendy, hope your enjoying rainy season. In follow up to previous emails please find attached new agreement for period of January 1, 2021 through to December 31, 2023.

In my initial email I indicated rates for apparatus would not change however since that time, as you are probably aware, the Province increased re-imburement rates from \$615.00/hr to \$630.00/hr. Within our County's fees and schedule we follow these rates so the attached agreement is so reflected.

If found satisfactory and once approved by Council I would request that two copies be printed, signed and returned to my attention and I will then take to my Council.

Any questions let me know.

Take Care

Pat

Pat Mahoney, C.M.P.
Manager/Fire Chief

p: 780.939.8411
f: 780.939.8420
e: pmahoney@sturgeoncounty.ca
w: www.sturgeoncounty.ca



Protective Services

"Committed to Community"

From: Wendy Wildman <cao@onoway.ca>
Sent: April 3, 2020 9:22 AM
To: Pat Mahoney <pmahoney@sturgeoncounty.ca>
Cc: svsunrisebeach@wildwillowenterprises.com
Subject: RE: Expiring Fire Service Agreement - Sturgeon County

You take care as well Pat, stay healthy and sane!

Wendy Wildman
CAO
Town of Onoway
Box 540
Onoway, AB. T0E 1V0
780-967-5338 Fax: 780-967-3226
cao@onoway.ca

NOTE EMAIL CONTACT INFORMATION HAS CHANGED TO: cao@onoway.ca

This email is intended only for the use of the party to which it is addressed and for the intended purpose. This email contains information that is privileged, confidential, and/or protected by law and is to be held in the strictest confidence. If you are not the intended recipient you are hereby notified that any dissemination, copying, or distribution of this email or its contents is strictly prohibited. If you have received this message in error, please notify us immediately by replying to the message and deleting it from your computer.

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AGREEMENT

BETWEEN:

Summer Village of Sunrise Beach

(the "Village")

-and-

Sturgeon County

(the "County")

WHEREAS the Sturgeon County Protective Services is a department of the County and the Village desires the County to provide firefighting and related services to the Village.

AND Whereas the Village and the County have agreed that the County will provide firefighting and related services to the Village within the boundaries of the Village subject to the terms, conditions and provisions set out in this Agreement.

THE PARTIES AGREE AS FOLLOWS:

Interpretation

1. In this Agreement:

(a) "Agreement" means this Agreement and includes Schedules "A" and "B" ;

(b) "Dispatch" means Sturgeon County Dispatch Services, 911;

(c) "Firefighting Services" means those measures and activities which are reasonably necessary and incidental to the provision of fire extinguishment and rescue services and can be reasonably performed by the County under this Agreement, including firefighting services, fire protection services, rescue services and response to incidents;

(d) "Materials" includes all Records, software and other personal property produced by the County and the Village in the delivery of the Services;

(e) "Materials" includes all records, software and other personal property produced by Sturgeon County in the delivery of the Services;

- (f) "Parties" means the parties to this Agreement, being the Village and Sturgeon County ;
 - (g) "Record" means a record of information in any form and includes notes, images, audiovisual recordings, books, documents, maps, drawings, photographs, letters, vouchers and papers and any other information that is written, photographed, recorded or stored in any manner, but does not include software or any mechanism that produces records;
 - (h) "Services," means the Firefighting Services specified in Schedule A and other related services as contained within the Sturgeon County Emergency Services Operating Guidelines to be provided by the County to the Village under this Agreement;
 - (i) "Sturgeon County Protective Services" means the department of Sturgeon County which provides firefighting services and related emergency services.
2. The terms and conditions of this Agreement are severable and any term or condition determined to be void or unenforceable in whole or in part shall not be deemed to affect or impair the validity of this Agreement or any other term or condition of it.
 3. The validity and interpretation of this Agreement, and of each clause and part thereof, shall be governed by the laws of the Province of Alberta and the Parties agree to the exclusive jurisdiction of the Courts of the Province of Alberta.

This clause shall survive this Agreement.

Prime Contractor's Contact

4. The Village designates their Chief Administrative Officer (CAO) as the Village's representative under this Agreement and as the prime contact who is authorized to communicate the Village's position to the County on matters pertaining to this Agreement.
5. The County designates the County Fire Chief/Manager of Protective Services as the County representative under this Agreement and as the prime contact who is authorized to communicate the County's position to the Village on matters pertaining to this Agreement.
6. The Village, in the Village's absolute discretion, may delegate any duties, powers or functions relating to the provisions of this Agreement to any person.

Period of Contract

- 7. The County shall provide the Services to the Village pursuant to the terms of this Agreement commencing January 1, 2021 and terminating December 31, 2023.
- 8. The engagement of the County as evidenced by this Agreement comes into effect on the date as stated in the above clause.

The Village's Obligations

- 9. The Village will provide to the County, on an ongoing basis, up to date information and maps of roads, buildings (including residences), possible water sources, petroleum/dangerous goods storage areas, other major areas of concern or perceived hazards within the boundaries of the Village.
- 10. The Village agrees to maintain roads and major access routes within the Village in a condition suitable for access by firefighting apparatus.
- 11. All required maintenance of hydrants, if any, and pump station(s) or other related water sources within the Village will be the responsibility of the Village at its expense.

Sturgeon County's Service Provision

- 12. The County agrees to provide the Services according to the terms of this Agreement as described in Schedule "A", at a rate or fee as described in Schedule "B", of this Agreement. The County may not substitute or delegate its responsibilities under this Agreement to provide the Services to any other agent or subcontractor without the express written consent of the Village, which consent may be withheld at the Village's sole discretion. The Village acknowledges that volunteer fire fighters under the direction of the County will be involved in the delivery of the Services.
- 13. The County shall not be in default of its obligations under this Agreement if it is unable to provide the Services in response to a request by the Village if the personnel and volunteers of Sturgeon County Protective Services are deployed in responding to a pre-existing emergency within the Village or the County.
- 14. The County is an independent contractor for the purposes of this Agreement and shall not be deemed to be a servant, employee or agent of the Village. The County shall provide all administrative support and other resources required to deliver the Services, including dispatch services, unless otherwise agreed to in this Agreement.

Occupational Health and Safety - Workers' Compensation

- 15. The County will comply with the *Occupational Health and Safety Act*, the *Workers' Compensation Act* and all other laws in force in Alberta relevant to the provision of the Services if applicable. On request, the County will provide the Village with a certificate from the Workers' Compensation Board showing the County is registered and is in good standing with the board, if applicable.

Indemnity and Insurance

- 16. The County agrees to indemnify and hold harmless the Village from any and all third party claims, demands, actions or costs (including legal costs on a solicitor-client basis) for which the County is legally responsible arising out of negligence or wilful acts by the County or the County's employees or agents.

This clause shall survive this Agreement.

- 17. The Village agrees to indemnify and hold harmless the County from any and all third party claims, demands, actions or costs (including legal costs on a solicitor-client basis) for which the Village is legally responsible arising out of negligence or wilful acts by the Village or the Village's employees or agents.

This clause shall survive this agreement.

Safety and Security

- 18. Subject to the Village's reasonable security requirements, the Village will provide the County with access to its facilities and systems, as necessary to enable the County to fulfill its obligations under this Agreement. The County, the County's employees, subcontractors and agents, when using any of the Village's buildings, premises, equipment, electronic hardware and software must comply with all safety and security policies, regulations and directives in place at the time relating to those buildings, premises, equipment, electronic hardware and software.

19. Control, Access, Security and Retention of Records

- a. The Village retains control of all records created under this agreement.
- b. Upon receipt of a request under the *Freedom of Information and Protection of Privacy (FOIP) Act* for a record created under this agreement, the Village shall notify the County and the County will, without delay, provide the Village with records responsive to the request, including without limitations any request pursuant to sections 35 or 36.
- c. The County will protect business and personal information in its custody under this agreement by making reasonable security arrangements against such risks as unauthorized access, collection, use, disclosure, disposal, and disaster.
- d. The County will immediately report any unauthorized use or disclosure, or suspected unauthorized use or disclosure of [information][JS1] created under this agreement to the Village's FOIP Head.
- e. The County will cooperate with investigations undertaken by the Village, by a third party instructed by the Village, or by a person or body with statutory authority to conduct an investigation, regarding the collection, use or disclosure of information.
- f. The County will maintain the records created under this agreement in accordance with the County's Corporate Record Structure, until such time as termination of this agreement. Upon termination of this agreement, the County will transfer the records in its custody to the Village at the Village's sole expense.

Invoicing for Services

22. Invoices for services shall be in accordance with Schedule B of this Agreement and shall be forwarded within 60 days of the incident to the Village and paid within 60 days from the invoice date. Invoices are to be submitted to:

Summer Village of Sunrise Beach

Box 1197

Onoway, AB T0E 1V0

Attention: CAO

23. All Services provided by the County to the Village under this Agreement are not subject to the Goods and Services Tax (GST).

The failure to pay any invoice(s) within the specified period in accordance with paragraph 22 may result in Services being suspended by the County at the County's sole discretion.

Notices

24. Any and all notices permitted or required to be given under this Agreement must be delivered in writing to the offices of the parties listed below.

TO THE VILLAGE: Summer Village of Sunrise Beach
 Box 1197
 Onoway, AB T0E 1V0
 Attention: CAO

TO THE COUNTY: Sturgeon County
 9613 100 Street
 Morinville, Alberta, T8R 1L9
 Attention: Fire Chief/Manager of Protective Services

Either party hereto may, upon notice to the other party, change its address for payments and notices under this Agreement.

Termination

25. Either party may terminate this Agreement at any time by giving a minimum of three (3) months' notice, unless otherwise agreed to, in writing to the other party of its intention to do so. Upon termination, any remaining funds required to be paid to the County by the Village will be paid within 60 days.

26. Upon receipt of a notice of termination, the County shall prepare and deliver to the Village a written report, if required, on the Services rendered up to the termination date.

This clause shall survive this Agreement.

General Terms

27. Time is of the essence in this Agreement.
28. This Agreement inures to the benefit of and be binding upon the parties hereto, their respective successors and permitted assigns. Neither party may assign its rights and obligations under this Agreement without the express written consent of the other party.
29. This Agreement supersedes any previous representations, warranties, terms, conditions, or other agreements made between parties with respect to the provisions of the Services by the County. It is agreed that this written instrument embodies the entire Agreement of the parties hereto with regard to the matters dealt with herein, and that no understandings or agreements, verbal or otherwise, exist between the parties except as herein expressly set out. This Agreement and the Schedules are complementary, however; in the event of conflict within or between the body of the Agreement and the Schedules, the provisions in the body of the Agreement shall govern.
30. No term or condition of this Agreement shall be deemed to be waived unless the waiver is in writing. Any waiver of default committed by either of the parties in the observance or performance of this Agreement shall not extend or be deemed to extend or affect any other default.
31. If any time during the continuance of this Agreement, the parties consider it necessary to amend this Agreement, they may do so by a written document signed by each party or by exchange of letters signifying mutual agreement between the parties and all amendments in such written document or letters shall be adhered to and have the same force and effect as if they had been originally embodied in and formed part of this Agreement.
32. The Summer Village of Sunrise Beach acknowledges that the County has no obligation to renew, extend or offer a new contract at the end of the term of this Agreement, or upon termination of this agreement.

The parties have executed this Agreement, each by its duly authorized representative, on the respective dates shown below.

VILLAGE

Date: _____

Ms. Wendy Wildman, Village CAO

Glen Ussleman, Mayor

STURGEON COUNTY

Date: _____

Alanna Hnatiw, Mayor

Reegan McCullough, County Commissioner

Patrick Mahoney, Fire Chief/Manager of Protective Services

“Schedule A” – Firefighting Services

Measures and activities which are reasonably necessary and incidental to the provision of fire extinguishment and rescue services and can be reasonably performed by the County under this Agreement, including such services as:

- Response to Structural Fires within the boundaries of the Village;
- Response to Motor Vehicle Collisions on roadways within the boundaries of the Village;
- Response to Wildland/Urban Interface/Grass Fires within the boundaries of the Village;
and
- Provide assistance on medical calls in conjunction with Alberta Health Services as requested by them; and

Note:

When Sturgeon County Protective Services are dispatched to a location within the boundaries of the Village as a result of a 911 emergency call the Sturgeon County Fire Chief/Manager of Protective Services or a designate will also be notified.

If available the Sturgeon County Fire Chief/ Manager of Protective Services or a designate will respond as well.

“Schedule B” – Fees for Services

1. The Village agrees to pay the amount of \$2050.00 to the County annually to administer and monitor Agreement.
2. Each time the County provides Services to the Village the following fees shall be charged and paid to the County:
 - a. The sum of \$630.00 for each hour or fraction thereof, for each piece of fire apparatus responding to the emergency;
 - b. The sum of \$185.00 for each hour or fraction thereof, for each command vehicle responding to the emergency; and
 - c. The sum of \$200.00 for each hour or fraction thereof for fire investigation services and inspection services on an as required, as requested basis. Sturgeon County Protective Services are required under the National Building Code - Alberta Edition to conduct a cause and origin investigation on all fires.
3. Should the Services of the Sturgeon County Protective Services be requested by a means other than through the Sturgeon County Dispatch Services, 911, such as the Village representative or designate, the same fees shall be charged for Services rendered regardless of the authenticity of such a call.

Note: The fees for service shall be determined by Council through resolution from time to time and shall be set out in the Sturgeon County Fee and Charges Schedule. The rates invoiced for apparatus will coincide with those established by Alberta Transportation and may see minimal increases during the term of this agreement. Any changes and or increases will be communicated through regular administrative means.

----- Original Message -----

Subject: Registration open for Summer 2020 Municipal Leaders' Caucus

From: "President" <President@auma.ca>

Date: 7/8/20 9:54 am

To:

Registration is now open for AUMA's Summer 2020 Municipal Leaders' Caucus! This year, AUMA is visiting the following five communities:

- July 29 – Fairview
- August 6 – Vermillion
- August 11 – Stony Plain (option to participate virtually)
- August 19 – Nanton
- August 20 – Sylvan Lake

Caucus will consist of a one-day program that will run from 10 a.m. to 3 p.m., and the schedule and agenda will be the same at all locations. Registration for in-person attendance is \$100 for the day and includes light breakfast snacks and lunch.

Caucus is open to all AUMA urban municipality members; however, given the current pandemic and resulting event capacity constraints, currently municipalities are limited to one in-person registration, and are only permitted to attend one in-person event. Should a particular date and location have extra capacity available, we will advise municipalities of the option to secure additional in-person registrations.

The session on August 11 will be streamed on Zoom to allow for more members to participate, with a cost of \$25 to attend virtually. Should there be high demand, a second session will be streamed on August 20.

Sessions will follow all public health guidelines, and hand sanitizer and disinfecting wipes will be available at all sessions.

For more information, and to register for Caucus, please click on the following links:

- [Link to register to attend in person](#)
- [Link to register to attend virtually](#)

Stay tuned to the Digest for program details, which will be available soon. We hope to see you there!

Barry Morishita | President
Mayor, City of Brooks

2020 AUMA Convention registration open!

"President" [President@auma.ca]

Sent: 7/17/2020 10:59 AM

To:

Good morning,

The 2020 AUMA Convention is coming, and this year's theme is *Together We Can!*

We are excited to announce that Peter Mansbridge will be our opening keynote speaker!

While this year's event might look a bit different, members across Alberta will continue to gather for the same great content, even if we all aren't under the same roof.

Our full convention is going to be offered virtually this year. However, if provincial restrictions for in-person events ease, we will allow each member to send one individual to attend in-person. If necessary, we will follow up with our members at the beginning of August to modify a virtual registration to an in-person registration.

[Registration for convention is now open](#) and grants access to:

- Dialogue sessions with provincial Ministers,
- Two exciting keynotes,
- Resolutions,
- Board elections,
- Award winning entertainment,
- Virtual networking events, and
- A week of education sessions leading up to the live event September 24th & 25th.

Registration will also provide urban elected officials the opportunity to vote on resolutions and Board elections. Elected officials must be registered as attendees to participate in voting.

We know that our members are currently facing financial restraint, so we have significantly lowered our typical registration fees for this year:

- **Member registration fee: \$100**
- **Non-member registration fee: \$200**

Stay tuned for more exciting speaker announcements in the coming weeks! If your municipality booked hotel rooms in an AUMA block, please visit our [event page](#) for cancellation details.

Thank you for your continued support of the AUMA Convention.

Barry Morishita | President
Mayor, City of Brooks

C: 403.363.9224 | president@auma.ca

Alberta Municipal Place | 300 8616-51 Ave Edmonton, AB T6E 6E6

Toll Free: 310-AUMA | www.auma.ca



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COPY

City of

RECEIVED
JUL 7 2020
Cold Lake

OFFICE OF THE MAYOR

July 7, 2020

Via Email ps.ministerofpublicsafety-ministredelasecuritepublique.sp@canada.ca

Minister of Public Safety & Emergency Preparedness
House of Commons
Ottawa, ON
K1A 0A6

Attention: Honourable Bill Blair

Dear Minister Blair:

Re: Criminal Code Amendment

At the City of Cold Lake's regular Council meeting of June 23, 2020, City Council debated and passed a motion regarding concerns relating to the criminal code amendments approved under an "Order in Council" on May 1, 2020. The City of Cold Lake is calling upon all municipalities in Alberta, Saskatchewan, and Manitoba to voice their concerns along with their respective provincial governments.

The following resolution has been passed:

"that Council lobby the federal government to revoke the amendments to the criminal code on May 1, 2020 under an "Order in Council" titled and referred to as "Regulations Amending the Regulations Prescribing Certain Firearms and Other Weapons, Components and Parts of Weapons, Accessories, Cartridge Magazines, Ammunition and Projectiles as Prohibited, Restricted or Non-Restricted: SOR/2020-96."

The City of Cold Lake supports initiatives to end violence; however, feels very strongly that the Government of Canada is wasting valuable resources and taking the wrong approach to gun control that will have zero effect on gun crime.

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WHEREAS on May 1, 2020, the federal government amended the Criminal Code by ordering regulations prescribing certain firearms, components and parts of firearms, accessories, cartridge magazines, ammunition and projectiles as prohibited or restricted;

AND WHEREAS the Government of Canada is planning a buyback program to get the guns out of circulation, which is expected to cost between \$400 million and \$600 million, and if the history of federal estimating repeats itself, will likely be in excess of \$1 Billion;

AND WHEREAS the City of Cold Lake supports the Government of Canada's commitment to end violence, whether firearms are involved or not, by taking the opportunity to be more engaged and to collaborate with the public and local stakeholders to develop more effective solutions on the issue;

NOW THERE BE RESOLVED that the Council of the City of Cold Lake urges the Government of Canada to revoke the amendment, and instead institute the following:

Target crime, and focus on enforcement through enhanced enforcement capacity for law enforcement and border services, as well as harsher punishments for firearms trafficking and crimes involving firearms. The current ban targets law-abiding owners, rather than the holders of illicit firearms, and would not greatly impact crime reduction;

Collect and share relevant data on crime involving firearms through improved collection and sharing of data on crimes involving firearms, particularly in terms of sources of illicit firearms, and the types of crime being committed. This data is critical for supporting law enforcement and border agencies efforts, as well as informing policy and legislation;

Collaborate with the firearms community and industry to support communication, training and public education regarding firearms to create a multi-faceted approach rather than implementing a ban in isolation.

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The City feels that the federal government's gun ban will be an expensive exercise that will only serve to take law abiding people's property, while doing nothing to reduce crime. Municipalities are the level of government closest to the people, and a large part of our budget and operations is focused on providing safe and healthy communities. We see forecasts of hundreds of millions of federal dollars to be spent to buy guns back from people. As these are people who went through the necessary education, background checks, and licensing to purchase them, it seems to be a poorly thought out plan, especially if its aim is to reduce crime.

Respectfully,

Craig Copeland,
Mayor

cc: Council

Chief Administrative Officer K. Nagoya
Right Honourable Justin Trudeau Prime Minister of Canada
The Honourable David Lametti, Attorney General
The Honourable Andrew Scheer, Leader of the Official Opposition
David Yurdiga, MP Fort McMurray - Cold Lake
The Honourable Jason Kenny, Premier of Alberta
The Honourable Doug Schweitzer, Solicitor General
Federation of Canadian Municipalities (FCM)
Alberta Urban Municipalities Association (AUMA)
Rural Municipalities Association of Alberta (RMA)
and all municipalities within the provinces of Alberta, Saskatchewan and Manitoba

KN/cjr

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Development Services
for the

Summer Village of Sunrise Beach

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342
Email: pcm1@telusplanet.net

June 26, 2020

File: 20DP01-44

Dan D. Snow
Judith A. Snow

**Re: Development Permit Application No. 20DP01-44
Plan 5672 KS, Block 3, Lot 2 : 6302 Shedden Drive (the "Lands")
R – Residential : Summer Village of Sunrise Beach**

APPROVAL OF DEVELOPMENT PERMIT

You are hereby notified that your application for a development permit with regard to the following:

CONSTRUCTION OF A DETACHED GARAGE (58.0 SQ. M.)

Has been **APPROVED** subject to the following conditions:

- 1- All municipal taxes must be paid.
- 2- That the applicant shall display for no less than twenty-one (21) days after the permit is issued, in a conspicuous place on the site or on streets abutting the site, the enclosed notice.
- 3- Approval of any plans or installation standards for an on-parcel sewage collection system by an approved Plumbing Inspector.
- 4- The applicants provide a certified copy of plan of subdivision to determine all easements and restrictive covenants on the parcel.
- 5- The applicants shall obtain and comply with the requirements, where applicable, from the appropriate authority, permits relating to demolition, building, electricity, plumbing and drainage, and all other permits required in connection with the proposed development. Copies of all permits shall be submitted to the Summer Village of Sunrise Beach for review.
- 6- Arrangements, satisfactory to the Development Authority, must be in place to provide sanitary facilities for the contractors working on the site.



Development Services
for the

Summer Village of Sunrise Beach

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342

Email: pcm1@telusplanet.net

- 7- The applicants shall be financially responsible during construction for any damage by the applicant, his servants, his suppliers, agents or contractors, to any public or private property.
- 8- The applicants shall prevent excess soil or debris from being spilled on public streets and lanes; and shall not place soil or any other material on adjacent properties without permission in writing from adjacent property owners.
- 9- That all improvements shall be completed within twelve (12) months of the effective date of the permit.
- 10- Development shall conform to the following site requirements:**
 - **Rear Yard Setback shall be a minimum of 8.0 metres;**
 - **Front Yard Setback shall be a minimum of 7.0 metres; and**
 - **Side Yard Setback shall be a minimum of 1.5 metres or greater distance as required under the Alberta Safety Codes Act.**

Note: Please be reminded that where walls are located within 2.4 metres of the property line they shall be constructed as a fire separation of not less than 45 minutes. (Alberta Fire Code -Article 9.10.15.5).

Note: Development shall also conform to the Alberta Electrical and Communication Utility Code. A copy of TABLE 9 – Minimum Design Clearances From Wires and Conductors not Attached to Buildings, Signs and Similar Plants is attached to the permit for your information.

- 11-The site and improvements thereon shall be maintained in a clean and tidy condition during construction, free from rubbish and debris. Receptacles for the purpose of disposing of rubbish and debris shall be provided to prevent scatter of debris and rubbish.
- 12-No person shall keep or permit to be kept in any part of a yard any excavation, storage or piling of materials required during the construction stage unless all necessary safety measures are undertaken. The owner of such materials or excavation must assume full responsibility to ensure the situation does not prevail any longer than reasonably necessary to complete a particular stage of construction.



Development Services
for the
Summer Village of Sunrise Beach

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342
Email: pcm1@telusplanet.net

Should you have any questions please contact this office at (780) 718-5479.

Date Application Deemed **June 26, 2020**

Complete

Date of Decision **June 26, 2020**

Effective Date of

Permit **July 25, 2020**

Signature of Development
Officer

Tony Sonleitner, Development Officer, Summer Village of Sunrise Beach

cc Wendy Wildman, Municipal Administrator, Summer Village of Sunrise Beach
Superior Safety Codes
Ian Ferguson, MASG

Note: An appeal of any of the conditions of approval may be made to the Subdivision and Development Appeal Board by serving written notice of appeal to the Clerk of the Subdivision and Development Appeal Board. Such an appeal shall be made in writing and shall be delivered either personally or by mail so as to reach the Clerk of the Subdivision and Development Appeal Board no later than twenty-one (21) days after the notice of decision. The appeal should be directed to this office at:

Town of Onoway
Box 1197
Onoway, AB T0E 1V0

and should include a statement of the grounds for the appeal and have attached an Appeal fee in the amount of \$150.00.



Development Services
for the

Summer Village of Sunrise Beach

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342

Email: pcm1@telusplanet.net

NOTE:

1. *The issuance of a Development Permit in accordance with the notice of decision is subject to the condition that it does not become effective until twenty-nine (29) days after the date of the order, decisions or development permit is issued.*
2. *The Land Use Bylaw provides that any person claiming to be affected by a decision of the Development Officer may appeal to the Development Appeal Board by serving written notice of appeal to the Clerk of the Development Appeal Board within twenty-one (21) days after notice of the decision is given.*
3. *A permit issued in accordance with the notice of the decision is valid for a period of twelve (12) months from the date of issue. If at the expiry of this period, the development has not been commenced or carried out with reasonable diligence, this permit shall be null and void.*

IMPORTANT NOTES

1. Any development proceeded with prior to the expiry of the appeal period is done solely at the risk of the Applicant even though an application for Development has been approved and a Development Permit has been issued. The period allowed for an appeal to be filed is twenty-one (21) days after a development permit is issued.
2. Any person claiming to be affected by a decision regarding an application for a development permit may appeal by serving written notice to the Secretary of the Development Appeal Board within twenty-one (21) days after a development permit or notice of decision was issued.
3. This Development Permit is valid for a period of 12 months from the date it was issued, or the date of an approval order being granted by the Development Appeal Board. If at the expiry of this period, the development has not been commenced or carried out with reasonable diligence, the permit becomes invalid unless an extension has been granted by the Development Officer.
4. The applicant is reminded that compliance with this Permit requires compliance with all conditions affixed thereto.
 - a. This is not a Building Permit and, where required by any regulation, a Building Permit, and all other permits in connection with this development, shall also be obtained from:



Development Services
for the

Summer Village of Sunrise Beach

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342
Email: pcm1@telusplanet.net

Superior Safety Codes Inc. Edmonton Office

14613 – 134 Avenue
Edmonton, Alberta T5L 4S9
E-mail: info@superiorsafetycodes.com
Phone: 780 489 4777
Fax: 780 489 4711
Toll Free Ph: 1 866 999 4777
Toll Free Fax: 1 866 900 4711

6. A development permit is an authorization for development under the Land Use Bylaw, but is not an approval under any other regulations that may be applicable.
 - (a) Water and sewage systems are under the jurisdiction of Superior Safety Codes (780) 489-4777 or 1-866-999-4777.
 - (b) Development in proximity to gaslines, other pipelines, powerlines, or telephone lines require approvals from: The Gas Protection Branch - Alberta Labour, Alberta Energy Resources Conservation Board, Alberta Utilities and Telecommunications.
 - (c) All plans submitted for the construction or alteration of a commercial or industrial building as specified under the Alberta Architects Act, shall be authorized by a registered architect or a professional engineer.



Public Notice

DEVELOPMENT APPLICATION NUMBER: 20DP01-44

APPROVAL OF DEVELOPMENT PERMIT

An application for a development permit for this property, Plan 5672 KS, Block 3, Lot 2 : 6302 Shedden Drive, with regard to the following:

CONSTRUCTION OF A DETACHED GARAGE (58.0 SQ. M.)

has been **CONDITIONALLY APPROVED** by the Development Officer.

Any person who objects to the proposed use of the parcel may deliver to the Clerk of the Subdivision and Development Appeal Board a written statement of their objection to such use indicating the following:

1. His/ her full name and mailing address, for the delivery of any notices to be given with respect of the objection; and
2. The reasons for his/her objection to the proposed use.

The statement must be received by the Clerk of the Subdivision and Development Appeal Board by no later than **4:30 pm on July 17, 2020**.

Statements of concern with regard to this development permit should be addressed to:
Summer Village of Sunrise Beach
Box 1197
Onoway, Alberta, T0E 1V0
Attention: Clerk of the Subdivision and Development Appeal Board

Should you have any questions please contact the Development Officer at (780) 718-5479

Date Application Deemed Complete June 26, 2020

Date of Decision July 26, 2020

Effective Date of Permit July 25, 2020

Signature of Development Officer

Note: This permit does not come into effect until twenty-nine (29) days after the date of issuance.

Note: Any development undertaken prior to the expiry of the appeal period is done solely at the risk of the applicant. The period allowed for an appeal to be filed is twenty-one (21) days after a development permit has been issued.

Note: This permit is valid for a period of twelve (12) months from the date of issue. If at the expiry date of this period the development has not been commenced and carried out with reasonable diligence, this permit shall be null and void.

THIS IS NOT A BUILDING PERMIT

20DP01-44

6302 Shedden Drive

Summer Village Sunrise Beach

ing

Development Services

Box 2945

Stony Plain AB T7Z 1Y4

Development Officer – Tony Sonnleitner

Tony

I wish to construct a garage at our place in Sunrise Beach.

Per information on the website I have attached:

- **A complete application form**
- **A complete Right to Entry form**
- **A complete Electronic Communication form**
- **Land Title Certificate within required time period**

The bankruptcy documents listed on the Certificate have been satisfied. I contacted Michael at Goth and they have sent letters to have these removed. Please advise if you require an updated Certificate once the government removes this information.

Please review and advise the cost of the development permit. Also advise if any further information is required.

Regards



Dan D Snow

DEVELOPMENT PERMIT APPLICATION



Summer Village of Sunrise Beach
Development Services
 Box 2945, Stony Plain, Alberta T7Z 1Y4
 Phone: 1-780-718-5479
 Fax: 1-866-363-3342
 Email: pcm1@telusplanet.net

Application Number: 20DP01-44
 Application Received Date: June 26, 2020
 Application Deemed Complete: June 26, 2020
 Issued: **June 26, 2020**

PROJECT LOCATION - REQUIRED

Site: _____ Street Address: 6302 SHEDDEN DRIVE Street Name: _____ Appeal End: **July 17, 2020**
 Valid : **July 25, 2020**

Legal Description: Unit / Lot / Block / Plan or Quarter / Section / Township / Range / Meridian

LOT 2 / BLOCK 31 PLAN 5672 KA 1

TYPE OF USE - REQUIRED

- | | | | |
|--|--|--|-----------------------------|
| <input type="radio"/> New Construction | <input type="radio"/> Addition | <input type="radio"/> Fence | <input type="radio"/> Other |
| <input checked="" type="radio"/> Garage | <input type="radio"/> Well / Cistern / Septic System | <input type="radio"/> Temporary Business | |
| <input type="radio"/> Accessory Building / Shed | <input type="radio"/> Change of Occupancy or Use | <input type="radio"/> Variance | |
| <input type="radio"/> Accessory Structure / Deck | <input type="radio"/> Secondary Suite | <input type="radio"/> Sign | |

PROJECT DESCRIPTION - REQUIRED

COST OF PROJECT - REQUIRED \$ 20,000

24' x 26' GARAGE
7.31M x 7.92M

NEW CONSTRUCTION - REQUIRED

- | | | | | |
|--|---|----------------------------------|----------------------------------|-------------------------------------|
| <input type="radio"/> Residential | <input type="radio"/> Multi-family Dwelling | <input type="radio"/> Commercial | <input type="radio"/> Industrial | <input type="radio"/> Institutional |
| <input type="checkbox"/> Single Detached | Number of units: _____ | Total Area: _____ | m ² | |
| <input type="checkbox"/> Semi Detached | | | | |

GARAGES/ACCESSORY BUILDINGS/ADDITIONS/ STRUCTURES /DECKS / FENCES - REQUIRED

Total Area (m²): 57.97 m² Height (If applicable): 3.66 m Residential Commercial Industrial Institutional

CHANGE OF OCCUPANCY OR USE - COMPLETE ONLY IF APPLYING FOR CHANGE OF USE OR OCCUPANCY OR FAMILY DAY HOME

Total Area (m²): _____

FAMILY DAY HOME - COMPLETE ONLY IF APPLYING FOR A FAMILY DAY HOME

Are room alterations involved: YES NO If yes - Number of Rooms: _____ List Rooms: _____
 Describe alterations: _____

Provide a detailed description of materials, equipment and/or vehicles including utility trailer(s) that will be used and where they will be stored: _____

Number of resident employees: (employees that reside in the home): _____

Number of children (including children under the age of 5 who are otherwise permanent residents of the dwelling): _____

Hours of Operation: _____

Number of daily business visits to the property: _____

Number of household vehicles: _____

Number of onsite parking stalls: _____

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DEVELOPMENT PERMIT APPLICATION 20DP01-44



Summer Village of Sunrise Beach
Development Services
Box 2945, Stony Plain, Alberta T7Z 1Y4
Phone: 1-780-718-5479
Fax: 1-866-363-3342
Email: pcm1@telusplanet.net

SIGNS – COMPLETE ONLY IF APPLYING FOR A SIGN PERMIT

Temporary:

- Balloon
- Billboard
- Portable - # of 30 day periods _____
- Developer Marketing
- Development Directional
- Other

Permanent :

- Freestanding
- Fascia / Wall / Projecting / Roof / Canopy
- Changeable Copy
- Other

SECONDARY SUITE – COMPLETE ONLY IF APPLYING FOR A SECONDARY SUITE

The proposed secondary suite is located within:

- The principal dwelling unit
- The second story of a detached garage
- An accessory building
- Other (describe): _____

Floor area of the secondary suite (m²):

Number of bedrooms in the secondary suite:

Floor area of the principal dwelling unit (m²):

Number of parking stalls available on site:

OWNER OR REPRESENTATIVE – REQUIRED

I am the registered owner of the land described above

I have been designated as the representative of the owner (written consent attached)

Owner Name:

DAN D. SNOW + JUSTIN A. SNOW

Agent Name:

Signature:

MAILING ADDRESS (OWNER) – REQUIRED

Mailing address:

City:

Province:

Postal Code:

no. 21 ALBERT

AB

T8N 5V9

Phone no.:

780-995-5089

Email Address:

d.snow@leavitt.ca

Builders License #

APPLICANT SAME AS OWNER/REPRESENTATIVE – REQUIRED

Applicant Name:

Phone no.:

Builders License no.:

Company Name:

Email Address:

Mailing address:

City:

Province:

Postal Code:

I acknowledge that if the development permit application is approved it is subject to an appeal period pursuant to Section 67B of the Municipal Government Act, RSA 2000, Chapter M-26 and that the decision may be ultimately overturned or amended. I accept that if I commence development prior to the appeal expiry date, I am doing so with the appropriate development and building permits issued and at my own risk accepting all legal responsibilities.

[Handwritten Signature]
 Applicant's signature

JUNE 25, 2020
 Date

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RIGHT OF ENTRY AUTHORIZATION

MUNICIPAL GOVERNMENT ACT, R.S.A. 2000, Chapter M-26

Summer Village of Sunrise Beach



Development Services
Box 2945, Stony Plain, Alberta T7Z 1Y4
Phone: 1-780-718-5479 Fax: 1-866-363-3342
Email: pcm1@telusplanet.net

Owner(s) consent to the Right of Entry by an authorized person of the Summer Village of Sunrise Beach for the purpose of a land site inspection relative to a proposed development permit application or Land Use Bylaw amendment.

Section 542 of the Municipal Government Act, R.S.A. 2000, Chapter M-26 stipulates that:

542(1) If this or any other enactment or a bylaw authorizes or requires anything to be inspected, remedied, enforced or done by a municipality, a designated officer of the municipality may, after giving reasonable notice to the owner or occupier of land or the structure to be entered to carry out the inspection, remedy, enforcement or action,

(a) enter on that land or structure at any reasonable time, and carry out the inspection, enforcement or action authorized or required by the enactment or bylaw,

(b) request anything to be produced to assist in the inspection, remedy, enforcement or action, and

(c) make copies of anything related to the inspection, remedy, enforcement or action.

(1.1) A consent signed under section 653 is deemed to be a reasonable notice for the purposes of subsection (1).

(2) The designated officer must display or produce on request identification showing that the person is authorized to make the entry. (3) In an emergency or in extraordinary circumstances, the designated officer need not give reasonable notice or enter at a reasonable hour and may do the things in subsection (1)(a) and (c) without the consent of the owner or occupant.

In accordance with the above Section and the Summer Village of Sunrise Beach Land Use Bylaw requirements, it is necessary that this form be completed and returned with your application submission in order that an authorized person from the Summer Village may be able to do a site inspection if required on the property.

I/We grant consent for an authorized person of the Summer Village of Sunrise Beach to enter upon the subject land for a site inspection.

Legal Land Description LOT 2, BLOCK 3, PLAN 5672 K5

Registered Owners Name as Per Certificate of Title DANIEL SNOW AND TRACY SNOW

Name of Signing Authority (If owner is a numbered company) _____

Property Address 6302 SNEEDEN DRIVE

Signature DAN D. SNOW Print JUNE 25, 2020 Date

ELECTRONIC COMMUNICATION

MUNICIPAL GOVERNMENT ACT, R.S.A. 2000, Chapter M-26

Summer Village of Sunrise Beach



Development Services
Box 2945, Stony Plain, Alberta T7Z 1Y4
Phone: 1-780-718-5479 Fax: 1-866-363-3342 Email:
pcm1@telusplanet.net

Owner(s) consent to communicate with the Summer Village of Sunrise Beach and its applicable contractors through electronic means.

Section 608(1) of the Municipal Government Act, R.S.A. 2000, Chapter M-26 provides that:

608(1) Where this Act or a regulation or bylaw made under this Act requires a document to be sent to a person, the document may be sent by electronic means if

(a) the recipient has consented to receive documents from the sender by those electronic means and has provided an e-mail address, website or other electronic address to the sender for that purpose, and

(b) it is possible to make a copy of the document from the electronic transmission.

I/We being the registered owner(s) or Agents for the lands described below, for the purpose of Development Permit Approval, desire to enter into an agreement with the Summer Village of Sunrise Beach and its applicable contractors to communicate through electronic means:
Email Address:

Legal Land Description
Registered Owners Name as Per Certificate of Title
Name of Signing Authority (If owner is a numbered company)

LOT 2 / BLOCK 3 / PLAN 5672 KS

DANIEL SNOW AND JUDITH SNOW

Property Address

6302 SHEDDEN DR.

Signature

DAN D. SNOW
Print

Date

JUNE 25, 2020



20DP01-44

LAND TITLE CERTIFICATE

S
LINC SHORT LEGAL TITLE NUMBER
0010 220 739 5672KS;3;2 172 026 005

LEGAL DESCRIPTION
PLAN 5672KS
BLOCK 3
LOT 2
EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE
ATS REFERENCE: 5;1;55;26;SW

MUNICIPALITY: SUMMER VILLAGE OF SUNRISE BEACH

REFERENCE NUMBER: 112 238 532

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
172 026 005	25/01/2017	BANKRUPTCY		

OWNERS
DANIEL SNOW

JUDITH SNOW

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION	DATE (D/M/Y)	PARTICULARS
NUMBER		
142 389 266	17/11/2014	UTILITY RIGHT OF WAY GRANTEE - STE ANNE NATURAL GAS CO-OP LIMITED.

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(CONTINUED)

ENCUMBRANCES, LIENS & INTERESTS

PAGE 2
172 026 005

REGISTRATION
NUMBER DATE (D/M/Y) PARTICULARS

172 026 006 25/01/2017

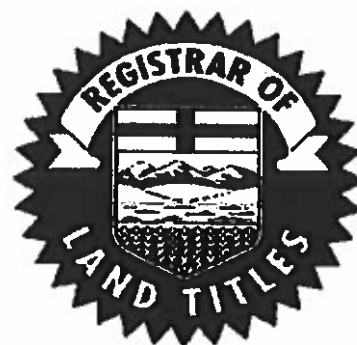
20DP01-44

TOTAL INSTRUMENTS: 003

**THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 22 DAY OF JUNE,
2020 AT 01:31 P.M.**

ORDER NUMBER: 39554433

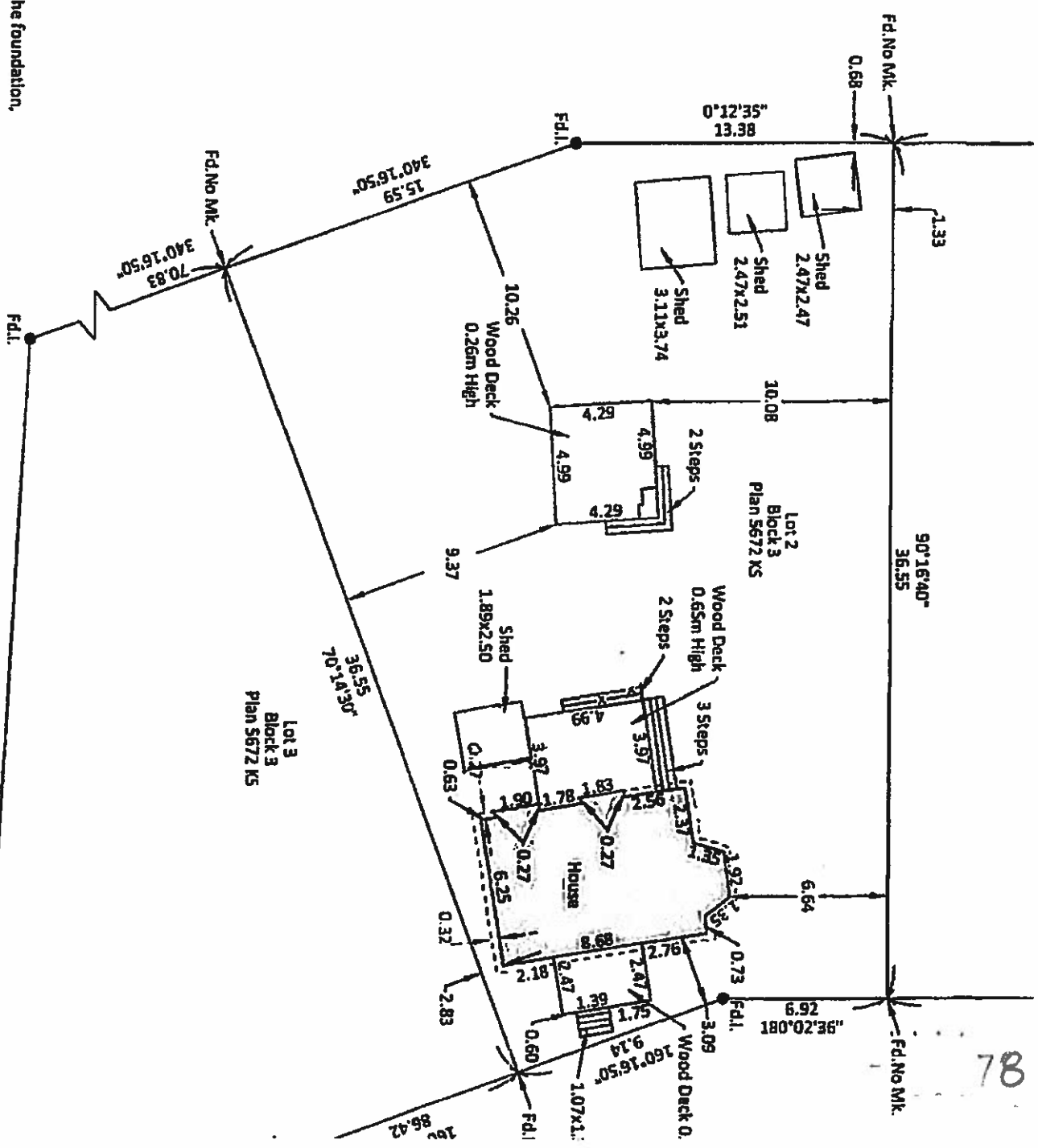
CUSTOMER FILE NUMBER: CNTR



END OF CERTIFICATE

**THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED
FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,
SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.**

**THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION,
APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).**



LEGEND


Distances are in metres and decimals thereof


All distances on curved boundaries are Arc distances

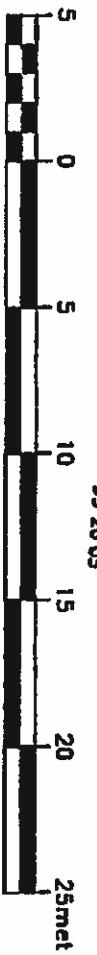
Ties to property lines are shown as perpendicular from the foundation, unless otherwise shown

Statutory iron posts found shown thus ●

All survey evidence found in good condition unless otherwise noted

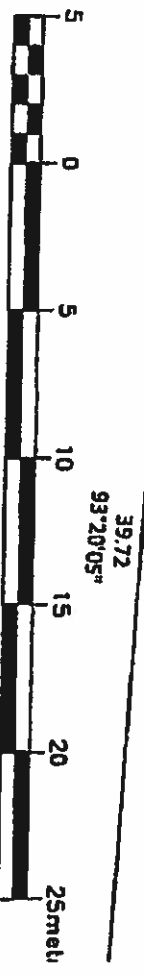
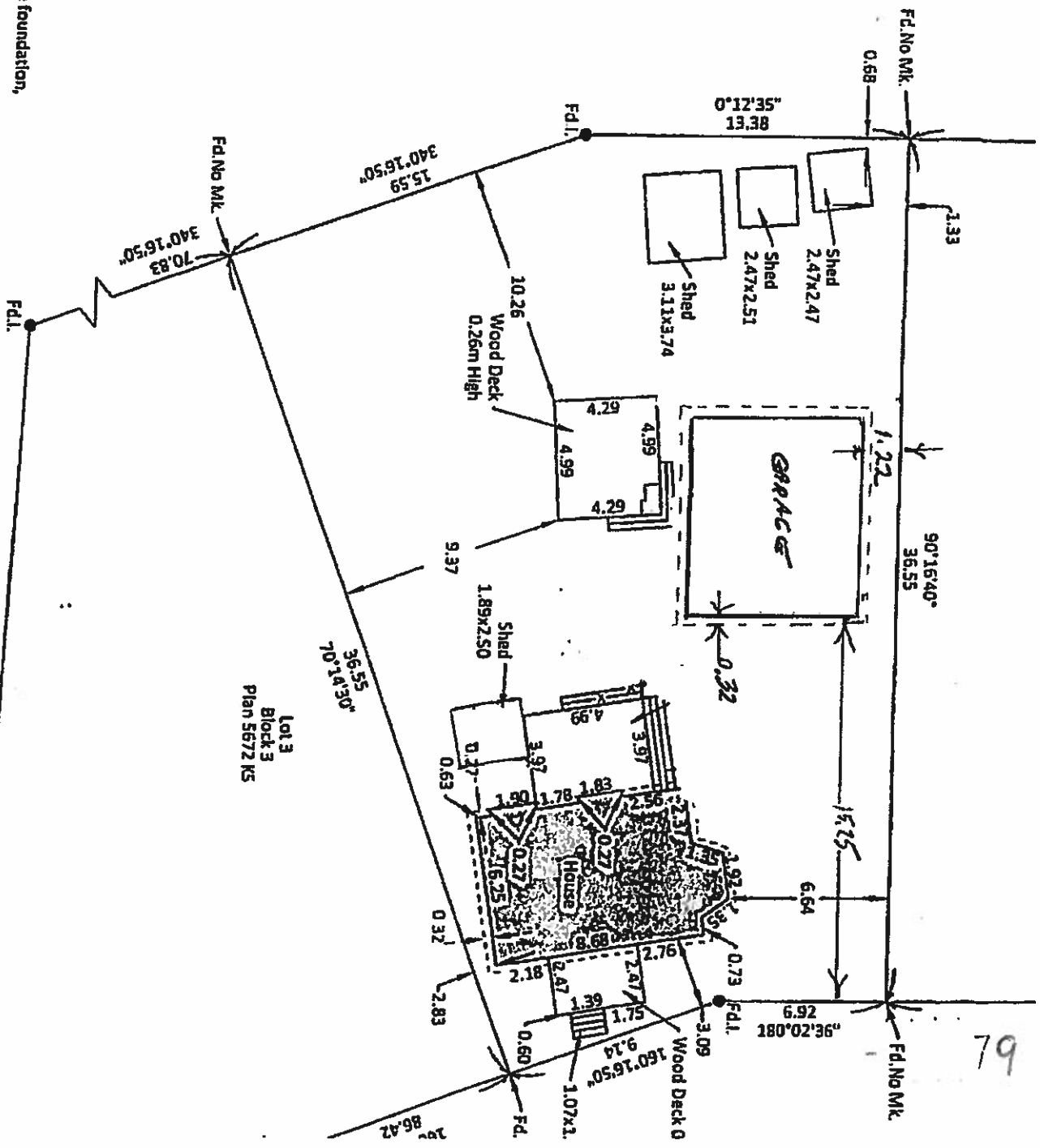
Eaves are dimensioned to the line of fascia area and are shown thus 

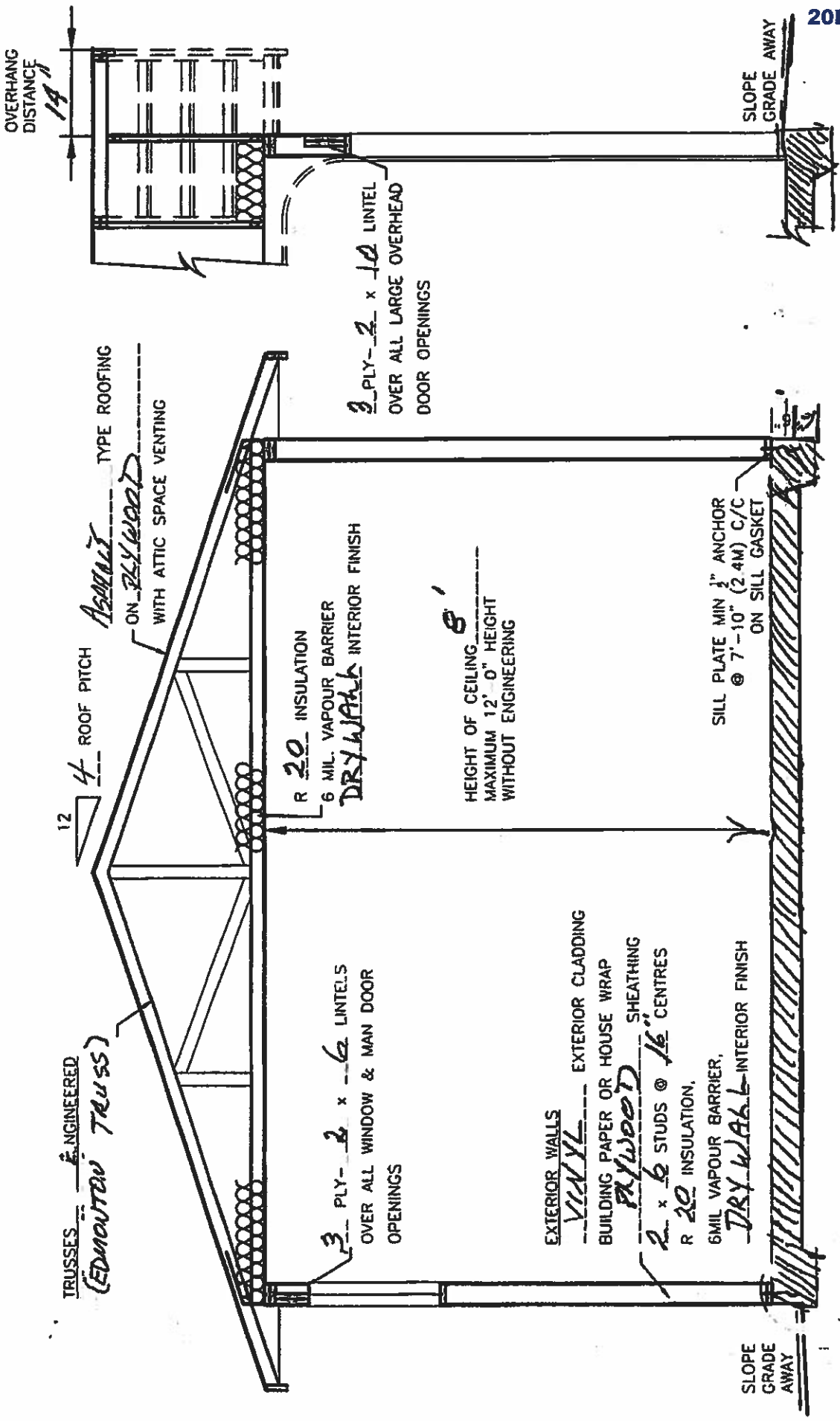
Fences are within 0.20m of property line unless otherwise noted and are shown thus 



SCALE 1 : 250

LEGEND
 Distances are in metres and decimals thereof
 All distances on curved boundaries are Arc distances
 Ties to property lines are shown as perpendicular from the foundation,
 unless otherwise shown
 Statutory iron posts found shown thus ●
 All survey evidence found in good condition unless otherwise noted
 Eaves are dimensioned to the line of fascia area
 and are shown thus ---
 Fences are within 0.20m of property line unless
 otherwise noted and are shown thus —x—x—





TRUSSES — ENGINEERED
(EDMONTON TRUSS)

12
4 — ROOF PITCH

ASPHALT —
ON PLYWOOD
WITH ATTIC SPACE VENTING

TYPE ROOFING

3 PLY — 2 x 6 LINTELS
OVER ALL WINDOW & MAN DOOR
OPENINGS

R 20 INSULATION
6 MIL. VAPOUR BARRIER
DRYWALL INTERIOR FINISH

HEIGHT OF CEILING
MAXIMUM 8' 0" HEIGHT
WITHOUT ENGINEERING

EXTERIOR WALLS
VINYL — EXTERIOR CLADDING
BUILDING PAPER OR HOUSE WRAP
PLYWOOD SHEATHING
2 x 6 STUDS @ 16" CENTRES
R 20 INSULATION,
6 MIL VAPOUR BARRIER,
DRYWALL INTERIOR FINISH

SILL PLATE MIN 1/2" ANCHOR
@ 7'-10" (2.4M) C/C
ON SILL GASKET

3 PLY — 2 x 10 LINTEL
OVER ALL LARGE OVERHEAD
DOOR OPENINGS

OVERHANG
DISTANCE
14"

SLOPE
GRADE
AWAY

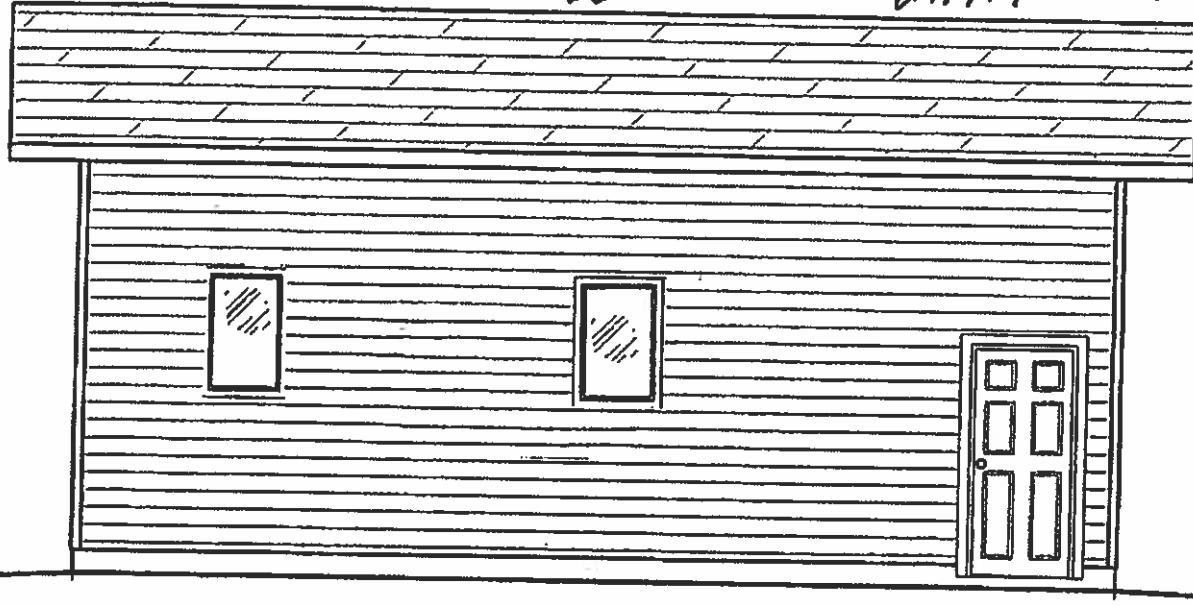
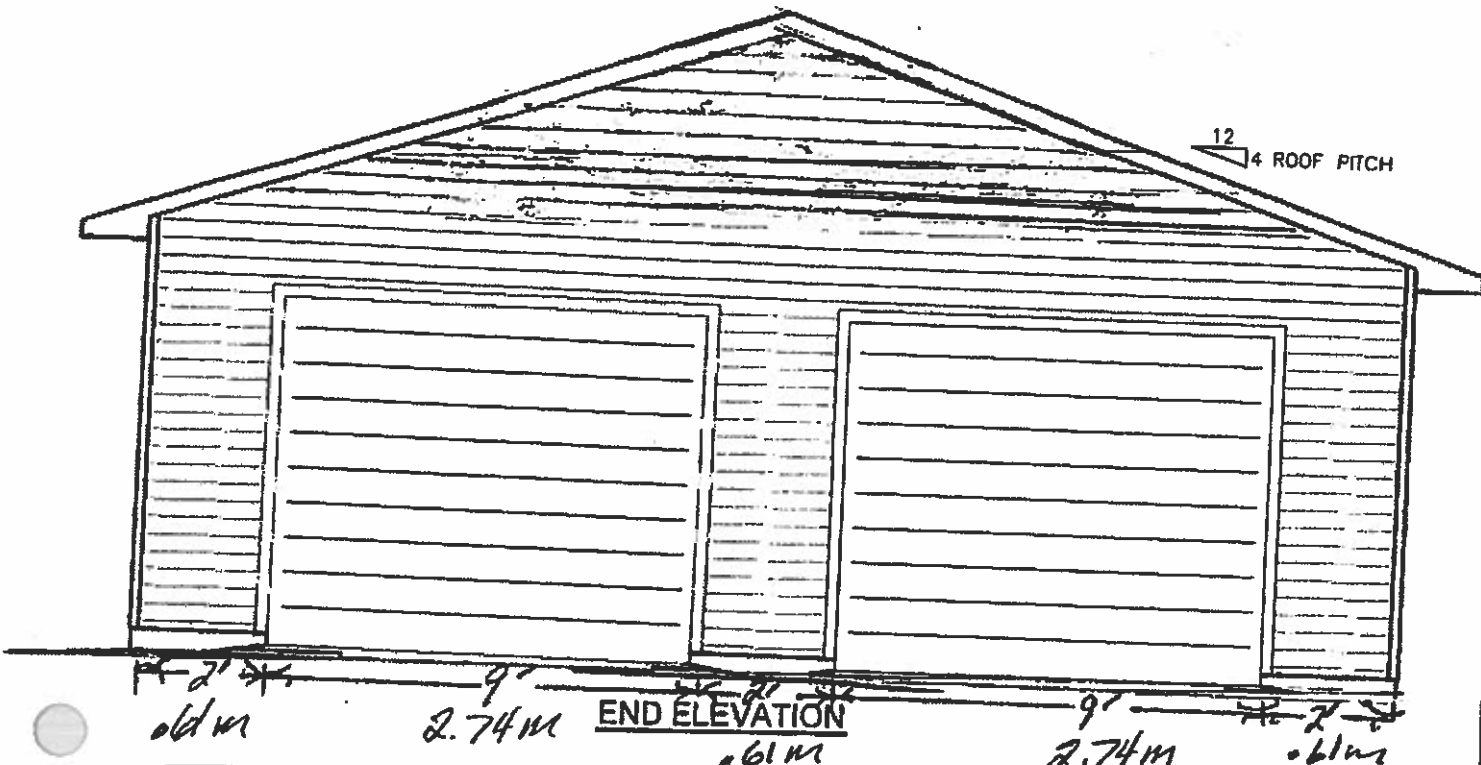
SLOPE
GRADE
AWAY

20DP01-44

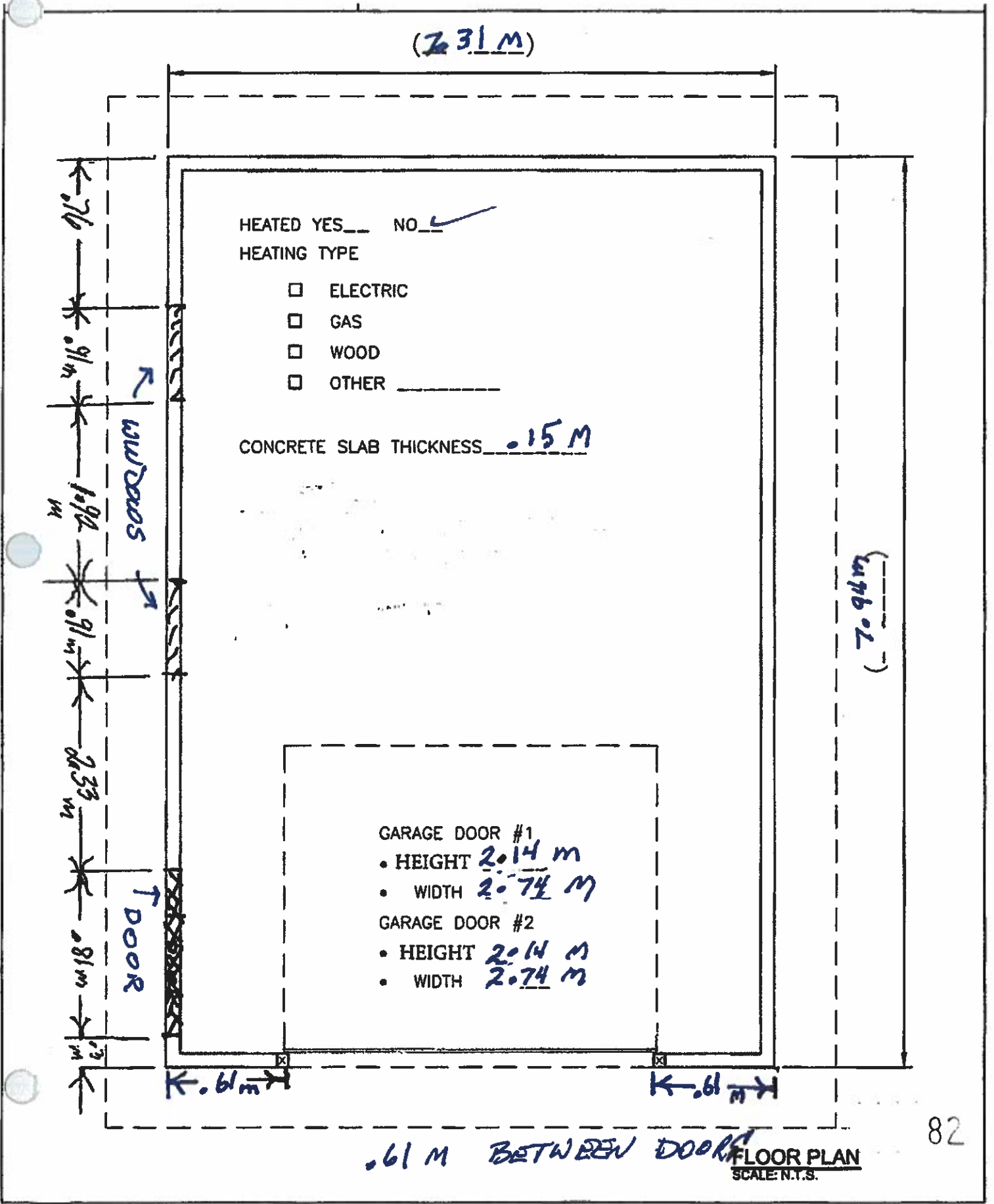
WALL SECTION
SCALE: N.T.S.

CROSS SECTION
SCALE: N.T.S.

00



FRONT ELEVATION



HEATED YES___ NO

HEATING TYPE

- ELECTRIC
- GAS
- WOOD
- OTHER _____

CONCRETE SLAB THICKNESS 0.15 M

GARAGE DOOR #1

- HEIGHT 2.14 m
- WIDTH 2.74 m

GARAGE DOOR #2

- HEIGHT 2.14 m
- WIDTH 2.74 m

0.61 M BETWEEN DOORS FLOOR PLAN
SCALE: N.T.S.



Development Services
for the

Summer Village of Sunrise Beach

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342
Email: pcm1@telusplanet.net

July 2, 2020

File: 20DP02-44

Daryl D'Amico

**Re: Development Permit Application No. 20DP02-44
Plan 6256 KS, Block 5, Lot 2 : 6502 Shedden Drive (the "Lands")
R – Residential : Summer Village of Sunrise Beach**

APPROVAL OF DEVELOPMENT PERMIT

You are hereby notified that your application for a development permit with regard to the following:

REMOVAL OF EXISING TANK AND INSTALLATION OF A SEPTIC SYSTEM (HOLDING TANK)

has been **APPROVED** subject to the following conditions:

- 1- Approval of any plans or installation standards for an on-parcel sewage collection system by an approved Plumbing Inspector.
- 2- The on-site sewage disposal system shall comply with the Private Sewage Systems Standard of Practice - 2009 as adopted by legislation for use in the Province of Alberta.
- 3- All municipal taxes must be paid.
- 4- The applicant shall provide a certified copy of plan of subdivision to determine all easements and restrictive covenants on the parcel, and 8.5 X 11 copies of site plans of a quality satisfactory to the Development Officer.
- 5- The applicant shall obtain and adhere to the requirements where applicable, from the appropriate authority, permits relating to demolition, building, electricity, plumbing and drainage, and all other permits required in connection with the proposed development.
- 6- The applicant shall be financially responsible during construction for any damage by the applicant, his servants, his suppliers, agents or contractors, to any public or private property.

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Development Services
for the

Summer Village of Sunrise Beach

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342
Email: pcm1@telusplanet.net

- 7- The applicant shall prevent excess soil or debris from being spilled on public streets and lanes; and shall not place soil or any other material on adjacent properties without permission in writing from adjacent property owners.
- 8- The improvements take place in accordance with the sketches and plans submitted as part of the permit application.**
- 9- All improvements shall be completed within twelve (12) months of the effective date of the permit.
- 10- The site and improvements thereon shall be maintained in a clean and tidy condition during construction, free from rubbish and debris. Receptacles for the purpose of disposing of rubbish and debris shall be provided to prevent scatter of debris and rubbish.
- 11- No person shall keep or permit to be kept in any part of a yard any excavation, storage or piling of materials required during the construction stage unless all necessary safety measures are undertaken. The owner of such materials or excavation must assume full responsibility to ensure the situation does not prevail any longer than reasonably necessary to complete a particular stage of construction.



Development Services
for the

Summer Village of Sunrise Beach

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342
Email: pcm1@telusplanet.net

Should you have any questions please contact this office at (780) 718-5479.

Date Application Deemed **July 2, 2020**

Complete

Date of Decision **July 2, 2020**

Effective Date of

Permit **July 31, 2020**

Signature of Development
Officer

Tony Sonleitner, Development Officer, Summer Village of Sunrise Beach

cc Wendy Wildman, Municipal Administrator, Summer Village of Sunrise Beach
Superior Safety Codes
Ian Ferguson, MASG

Note: An appeal of any of the conditions of approval may be made to the Subdivision and Development Appeal Board by serving written notice of appeal to the Clerk of the Subdivision and Development Appeal Board. Such an appeal shall be made in writing and shall be delivered either personally or by mail so as to reach the Clerk of the Subdivision and Development Appeal Board no later than twenty-one (21) days after the notice of decision. The appeal should be directed to this office at:

Town of Onoway
Box 1197
Onoway, AB T0E 1V0

and should include a statement of the grounds for the appeal and have attached an Appeal fee in the amount of \$150.00.



Development Services
for the

Summer Village of Sunrise Beach

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342
Email: pcm1@telusplanet.net

NOTE:

1. *The issuance of a Development Permit in accordance with the notice of decision is subject to the condition that it does not become effective until twenty-nine (29) days after the date of the order, decisions or development permit is issued.*
2. *The Land Use Bylaw provides that any person claiming to be affected by a decision of the Development Officer may appeal to the Development Appeal Board by serving written notice of appeal to the Clerk of the Development Appeal Board within twenty-one (21) days after notice of the decision is given.*
3. *A permit issued in accordance with the notice of the decision is valid for a period of twelve (12) months from the date of issue. If at the expiry of this period, the development has not been commenced or carried out with reasonable diligence, this permit shall be null and void.*

IMPORTANT NOTES

1. Any development proceeded with prior to the expiry of the appeal period is done solely at the risk of the Applicant even though an application for Development has been approved and a Development Permit has been issued. The period allowed for an appeal to be filed is twenty-one (21) days after a development permit is issued.
2. Any person claiming to be affected by a decision regarding an application for a development permit may appeal by serving written notice to the Secretary of the Development Appeal Board within twenty-one (21) days after a development permit or notice of decision was issued.
3. This Development Permit is valid for a period of 12 months from the date it was issued, or the date of an approval order being granted by the Development Appeal Board. If at the expiry of this period, the development has not been commenced or carried out with reasonable diligence, the permit becomes invalid unless an extension has been granted by the Development Officer.
4. The applicant is reminded that compliance with this Permit requires compliance with all conditions affixed thereto.
 - a. This is not a Building Permit and, where required by any regulation, a Building Permit, and all other permits in connection with this development, shall also be obtained from:



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Email: pcm1@telusplanet.net

Superior Safety Codes Inc. Edmonton Office

14613 - 134 Avenue
Edmonton, Alberta T5L 4S9
E-mail: info@superiorsafetycodes.com
Phone: 780 489 4777
Fax: 780 489 4711
Toll Free Ph: 1 866 999 4777
Toll Free Fax: 1 866 900 4711

6. A development permit is an authorization for development under the Land Use Bylaw, but is not an approval under any other regulations that may be applicable.
 - (a) Water and sewage systems are under the jurisdiction of Superior Safety Codes (780) 489-4777 or 1-866-999-4777.
 - (b) Development in proximity to gaslines, other pipelines, powerlines, or telephone lines require approvals from: The Gas Protection Branch - Alberta Labour, Alberta Energy Resources Conservation Board, Alberta Utilities and Telecommunications.
 - (c) All plans submitted for the construction or alteration of a commercial or industrial building as specified under the Alberta Architects Act, shall be authorized by a registered architect or a professional engineer.



Development Services
for the

Summer Village of Sunrise Beach

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342

Email: pcm1@telusplanet.net

Public Notice

DEVELOPMENT APPLICATION NUMBER: 20DP02-44

APPROVAL OF DEVELOPMENT PERMIT

An application for a development permit for this property, Plan 6256 KS, Block 5, Lot 2 : 6502 Shedden Drive, with regard to the following:

REMOVAL OF EXISING TANK AND INSTALLATION OF A SEPTIC SYSTEM (HOLDING TANK)

has been **CONDITIONALLY APPROVED** by the Development Officer.

Any person who objects to the proposed use of the parcel may deliver to the Clerk of the Subdivision and Development Appeal Board a written statement of their objection to such use indicating the following:


1. His/ her full name and mailing address, for the delivery of any notices to be given with respect of the objection; and
2. The reasons for his/her objection to the proposed use.

The statement must be received by the Clerk of the Subdivision and Development Appeal Board by no later than **4:30 pm on July 23, 2020**.

Statements of concern with regard to this development permit should be addressed to:

Summer Village of Sunrise Beach
Box 1197
Onoway, Alberta, T0E 1V0
Attention: Clerk of the Subdivision and Development Appeal Board

Should you have any questions please contact the Development Officer at (780) 718-5479

Date Application Deemed Complete	July 2, 2020
Date of Decision	July 2, 2020
Effective Date of Permit	July 31, 2020
Signature of Development Officer	

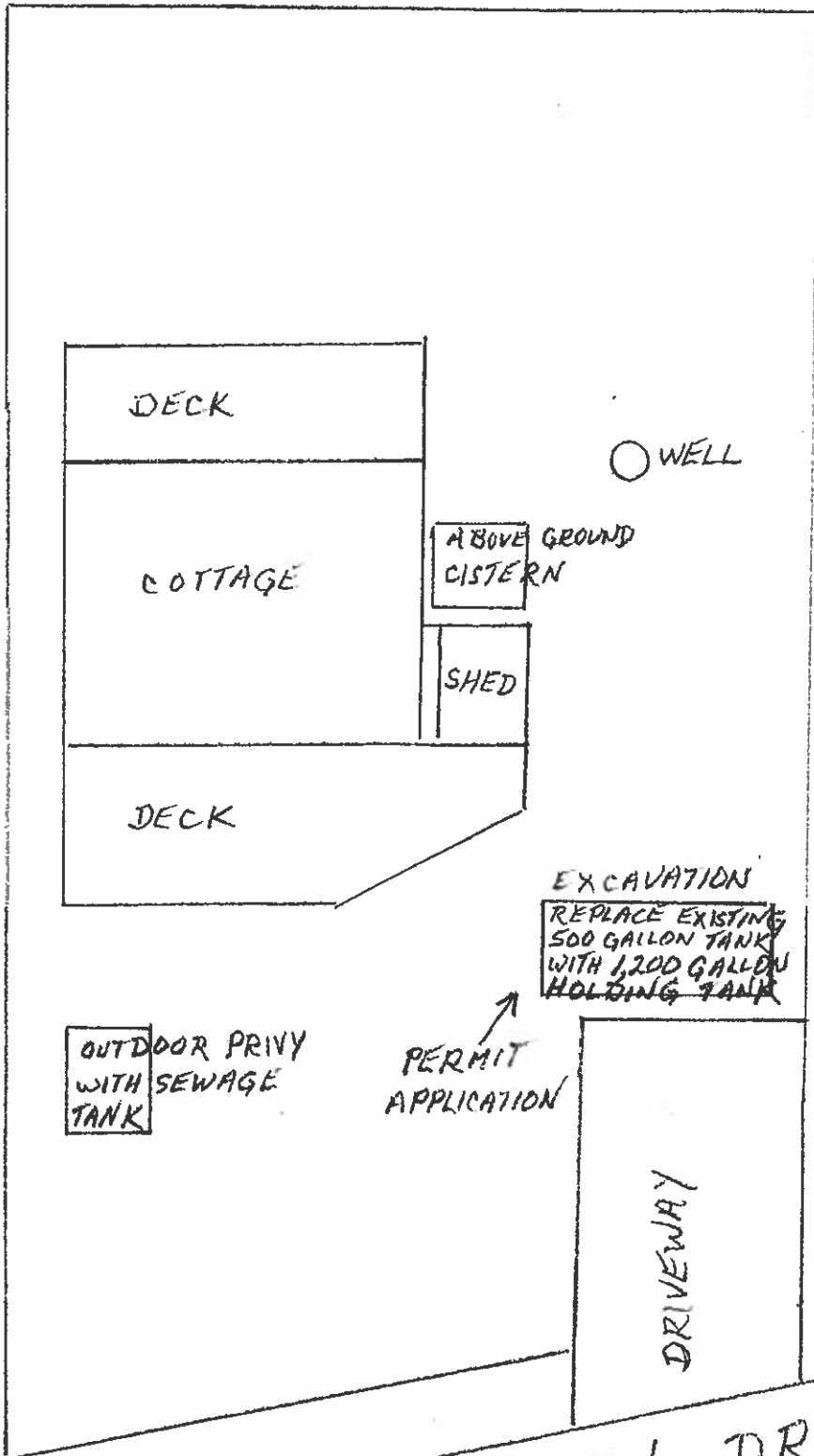
Note: This permit does not come into effect until twenty-nine (29) days after the date of issuance.

Note: Any development undertaken prior to the expiry of the appeal period is done solely at the risk of the applicant. The period allowed for an appeal to be filed is twenty-one (21) days after a development permit has been issued.

Note: This permit is valid for a period of twelve (12) months from the date of issue. If at the expiry date of this period the development has not been commenced and carried out with reasonable diligence, this permit shall be null and void.

THIS IS NOT A BUILDING PERMIT

87



6502 SHEDDEN DRIVE
S.V. SUNRISE BEACH

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT NOTICE

Please be advised that the information contained in your application for:

- Development permit approval
- Subdivision approval
- Re-Districting approval

Is being collected for the purpose of decision making by the Development Authority and the Subdivision Approving Authority. For this purpose, your application may be forwarded to the following people/organizations,

- ◆ Adjacent landowners
 - ◆ Utility Companies
 - ◆ Adjacent Municipality Municipal Offices
 - ◆ Government Departments
 - ◆ Statistics Canada
 - ◆ Other organizations as determined by New Era Municipal Services
 - ◆ Local newspaper for public advertisement

Under the authority of Sections 606, 640(1), 653(4) of the Municipal Government Act, Statutes of Alberta, Chapter M-26.1, as amended and the Subdivision and Development Regulation 212/95.

I, DARYL D'AMICO have no objections to the above stated procedures being used in the review and decision making process for application no. 20DP02-44.

Signature: _____

Date: June 29, 2020

For more information contact:

Summer Village of Sunrise Beach
Freedom of Information and Protection of Privacy Coordinator
Comp. 63, Site 1, R.R. 1
Onoway, Alberta
T0E 1V0
(780) 967-2873

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RIGHT OF ENTRY

File No: 20DP02-44

I authorize the Development Authority of the Summer Village of Sunrise Beach and other agencies as designated in Section 653(2) of the Municipal Government Act, 2000 to enter my land for the purpose of conducting a site inspection in connection with my application.

SIGNED: [Signature] Registered Owner

Registered Owner

DATE: June 29, 2020

Complete this section only if the applicant is NOT the owner of the property being subdivided.

AUTHORIZATION FORM

File No: _____

I (We), _____, being the registered owner(s)
(Name of Registered Owner(s))

of _____, do hereby authorize
(Legal Description of Land)

_____ to make application for
(Individual or firm seeking application)

subdivision affecting the above lands.

SIGNED: _____ Registered Owner

Registered Owner

DATE: _____

090

SECTION 4: SIGN INFORMATION (This section only needs to be completed if a sign is being proposed)

Check One: Permanent Temporary
Nature of Sign _____ Length _____ Height _____
Area in Square Footage _____ Type of Support _____

Electrical: Yes No Flashing or Animated: Yes No
Lot _____ Block _____ Plan _____ Quarter Section _____

Applicants Interested: Owner of Building
 Owner of Land Where Sign is Proposed

TO BE COMPLETED BY APPLICANTS FOR PERMANENT SIGN ONLY

Building Owner _____
Telephone Number _____
Occupancy of Building _____
Number of Existing Signs _____

TO BE COMPLETED BY APPLICANTS FOR PERMANENT SIGN ONLY

The Lot is: A Single Business Occupancy
 A Multiple Business Occupancy

The sign is proposed to be displayed on the above site for _____ days.

Identification No. _____ Number of Existing Signs _____
Sign Owners Name _____
Address _____
Telephone Number _____

I hereby understand that should the Land Use Bylaw or conditions of this permit be contravened my sign is liable to be impounded and that I shall be responsible for the payment of costs prior to the recovery of the sign from the Municipality.

SIGN OWNER'S SIGNATURE

NOTE: To be valid each application must be signed by the applicant, the sign owner, and the owner of the land (or his agent) upon which the sign is proposed to be placed.

091

SECTION 5: AUTHORIZATION

I, DARYL D'AMICO am the registered owner
 authorized to act on
behalf of the
registered owner

and the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts in relation to this application for a Development Permit.

I also consent to an authorized person designated by the Municipality to enter upon the subject land and buildings for the purpose of an inspection during the processing of this application.

June 29 2020
Date

[Signature] Signature

SECTION 6: PROCESSING TIME LIMITS

DATE OF ACCEPTANCE OF DEVELOPMENT/SIGN PERMIT APPLICATION FORM

(to be completed by the development officer)

Where a decision on this application is not made within forty (40) days if the date of acceptance specified above, you may:

- (a) consider this development application to be REFUSED by the Development Officer and appeal this decision to the Development Appeal Board within fourteen (14) days of the date of this refusal; or
- (b) obtain and complete an extension agreement available from the Development Officer to extend the forty (40) day decision period specified to allow the Development Office additional time to reach a decision.

092

ADDITIONAL INFORMATION REQUIRED

PLEASE INDICATE BELOW THE TYPE OF SEWAGE DISPOSAL AND WATER SUPPLY TO BE USED ON THE DEVELOPMENT / SUBDIVISION.

TYPE OF WATER SUPPLY	
<input type="checkbox"/>	DUGOUT
<input checked="" type="checkbox"/>	WELL
<input checked="" type="checkbox"/>	CISTERN & HAULING
<input type="checkbox"/>	MUNICIPAL SERVICE
<input type="checkbox"/>	OTHER (Please Specify)

ABOVE GROUND TANK

TYPE OF SEWAGE DISPOSAL	
<input type="checkbox"/>	SEWAGE HOLDING TANK
<input type="checkbox"/>	SUB-SURFACE DISPOSAL / SEPTIC TANK
<input type="checkbox"/>	ABOVE GROUND / SEPTIC TANK
<input type="checkbox"/>	SEWAGE LAGOON
<input checked="" type="checkbox"/>	OUTDOOR PRIVY
<input type="checkbox"/>	MUNICIPAL SERVICE
<input type="checkbox"/>	OTHER (Please Specify)

WITH SEWAGE HOLDING TANK

PLEASE INDICATE IF THE ABOVE IS: (A) EXISTING (B) PROPOSED

(If unsure please check with the local Health Unit or the Plumbing Inspection Branch)

093

IMPORTANT NOTES

1. In addition to completing this application in its entirety, an application for a development permit shall be accompanied by the following information, where relevant:
 - (a) a lot plan at scale to the satisfaction of the Development Officer showing the size and shape of the lot, the front, rear and side yards, any provisions for off-street loading and vehicle parking, access to the site, and the location of public utility lines, waterbodies and treed areas;
 - (b) a scaled floor plan and elevations where construction is proposed;
 - (c) at the discretion of the Development Officer, a Real Property Report as proof of location of existing development and a copy of the Duplicate Certificate of Title indicating ownership and encumbrances.
 - (d) if the applicant is not the registered owner, a written statement, signed by the registered owner consenting to the application and approving the applicant as the agent for the registered owner.
2. A non-returnable processing fee of an amount determined by Council shall accompany every application for a development permit.
3. Failure to complete the application form fully and supply the required information, plans and fee may cause delays in processing the application.
4. **THE DEVELOPMENT OFFICER MAY REFUSE TO ACCEPT AN APPLICATION FOR A DEVELOPMENT PERMIT WHERE THE INFORMATION REQUIRED HAS NOT BEEN SUPPLIED OR WHERE THE QUALITY OF SUCH INFORMATION IS INADEQUATE TO PROPERLY EVALUATE THE APPLICATION.**

094

**FREEDOM OF INFORMATION AND PROTECTION OF
PRIVACY ACT NOTICE**

Please be advised that the information contained in your application for:

- Development permit approval
- Subdivision approval
- Re-Districting approval

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Under the authority of Sections 606, 640(1), 653(4) of the Municipal Government Act, Statutes of Alberta, Chapter M-26.1, as amended and the Subdivision and Development Regulation 212/95.

I, DARYL D'AMICO have no objections to the above stated procedures being used in the review and decision making process for application no. 20DP02-44.

Signature: 

Date: June 29, 2020

For more information contact:

Summer Village of Sunrise Beach
Freedom of Information and Protection of Privacy Coordinator
Comp. 63, Site 1, R.R. 1
Oneway, Alberta
T0E 1V0
(780) 967-2873

095



Summer Village of Sunrise Beach Development Services

Box 2945, Stony Plain, AB., T7Z 1Y4
Phone (780) 718-5479 Fax (866) 363-3342
Email: pcm1@telusplanet.net

DEVELOPMENT PERMIT APPLICATION FORM

Application No: 20DP02-44
Permit Fee: \$ 52.50

Make Cheque Payable to:
Summer Village of Sunrise Beach

SECTION 1: GENERAL INFORMATION (completed by all permit applicants)

Applicant DARYL D'AMICO
Mailing Address _____
Email Address _____
Telephone Number _____
Owner of Land
(if different from above) _____
Address _____
Telephone Number _____
Interest of Applicant (if not the Owner) _____

SECTION 2: PROPOSED DEVELOPMENT (completed by all permit applicants)

I/We hereby make application for a Development Permit in accordance with the plans and supporting information submitted.

A brief description of the proposed development is as follows:
Removal of existing, Installation of a Septic System (Holding Tank)

Estimated cost of Development \$ 7,000
Legal Description Lot(s) 2
Block(s) 5
Plan 6256 KS
Quarter Section SW 26 55-1-W5
Street Address 6502 SHEDDEN DRIVE

Estimate Commencement Date JULY 6, 2020

Estimate Completion Date JULY 17, 2020

SECTION 3: SITE REQUIREMENTS (does not need to be completed if applying only for a permit of sign)

Land Use District _____

Permitted Use _____ () _____

Discretionary Use _____ () _____

PRINCIPAL BUILDING

	Proposed	*Bylaw Requirements	*Conforms to Bylaw Requirements (Yes or No)
(1) Area of Site	_____	_____	_____
(2) Area of Building	_____	_____	_____
(3) % Site Coverage by Building	_____	_____	_____
(4) Front Yard Setback	_____	_____	_____
(5) Rear Yard Setback	_____	_____	_____
(6) Side Yard Setback	_____	_____	_____
(7) No. of Off-Street Parking Spaces	_____	_____	_____
(8) Height of Building	_____	_____	_____

Other Supporting Material Attached (e.g., site plan, architectural drawing)

ACCESSORY BUILDINGS, ETC.

	Proposed	*Bylaw Requirements	*Conforms to Bylaw Requirements (Yes or No)
(1) Area of Site	_____	_____	_____
(2) Area of Building	_____	_____	_____
(3) % Site Coverage by Building	_____	_____	_____
(4) Front Yard Setback	_____	_____	_____
(5) Rear Yard Setback	_____	_____	_____
(6) Side Yard Setback	_____	_____	_____
(7) No. of Off-Street Parking Spaces	_____	_____	_____
(8) Height of Building	_____	_____	_____

Other Supporting Material Attached (e.g., site plan, architectural drawing)

****To be completed by Development Officer.***

097

SECTION 4: SIGN INFORMATION (This section only needs to be completed if a sign is being proposed)

Check One: Permanent Temporary
Nature of Sign _____ Length _____ Height _____
Area in Square Footage _____ Type of Support _____

Electrical: Yes No Flashing or Animated: Yes No
Lot _____ Block _____ Plan _____ Quarter Section _____

Applicants Interested: Owner of Building
 Owner of Land Where Sign is Proposed

TO BE COMPLETED BY APPLICANTS FOR PERMANENT SIGN ONLY

Building Owner _____
Telephone Number _____
Occupancy of Building _____
Number of Existing Signs _____

TO BE COMPLETED BY APPLICANTS FOR PERMANENT SIGN ONLY

The Lot is: A Single Business Occupancy
 A Multiple Business Occupancy

The sign is proposed to be displayed on the above site for _____ days.

Identification No. _____ Number of Existing Signs _____
Sign Owners Name _____
Address _____
Telephone Number _____

I hereby understand that should the Land Use Bylaw or conditions of this permit be contravened my sign is liable to be impounded and that I shall be responsible for the payment of costs prior to the recovery of the sign from the Municipality.

SIGN OWNER'S SIGNATURE

NOTE: To be valid each application must be signed by the applicant, the sign owner, and the owner of the land (or his agent) upon which the sign is proposed to be placed.

098

SECTION 5: AUTHORIZATION

I, DARYL D'AMICO am ✓ the registered owner
✓ authorized to act on
 behalf of the
 registered owner

and the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts in relation to this application for a Development Permit.

I also consent to an authorized person designated by the Municipality to enter upon the subject land and buildings for the purpose of an inspection during the processing of this application.

June 29 2020
 Date

[Signature]
 Signature

SECTION 6: PROCESSING TIME LIMITS

DATE OF ACCEPTANCE OF DEVELOPMENT/SIGN PERMIT APPLICATION FORM

(to be completed by the development officer)

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099

ADDITIONAL INFORMATION REQUIRED

PLEASE INDICATE BELOW THE TYPE OF SEWAGE DISPOSAL AND WATER SUPPLY TO BE USED ON THE DEVELOPMENT / SUBDIVISION.

<u>TYPE OF WATER SUPPLY</u>	
	DUGOUT
✓	WELL
✓	CISTERN & HAULING
	MUNICIPAL SERVICE
	OTHER (Please Specify)

ABOVE GROUND TANK

<u>TYPE OF SEWAGE DISPOSAL</u>	
	SEWAGE HOLDING TANK
	SUB-SURFACE DISPOSAL / SEPTIC TANK
	ABOVE GROUND / SEPTIC TANK
	SEWAGE LAGOON
✓	OUTDOOR PRIVY
	MUNICIPAL SERVICE
	OTHER (Please Specify)

WITH SEWAGE HOLDING TANK

PLEASE INDICATE IF THE ABOVE IS:

- (A) EXISTING _____
 (B) PROPOSED _____

(If unsure please check with the local Health Unit or the Plumbing Inspection Branch)

100

IMPORTANT NOTES

1. In addition to completing this application in its entirety, an application for a development permit shall be accompanied by the following information, where relevant:
 - (a) a lot plan at scale to the satisfaction of the Development Officer showing the size and shape of the lot, the front, rear and side yards, any provisions for off-street loading and vehicle parking, access to the site, and the location of public utility lines, waterbodies and treed areas;
 - (b) a scaled floor plan and elevations where construction is proposed;
 - (c) at the discretion of the Development Officer, a Real Property Report as proof of location of existing development and a copy of the Duplicate Certificate of Title indicating ownership and encumbrances.
 - (d) if the applicant is not the registered owner, a written statement, signed by the registered owner consenting to the application and approving the applicant as the agent for the registered owner.
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Municipal Governance

During the COVID-19 Outbreak

Frequently Asked Questions – June 19, 2020

Although future updates will continue to be released on a bi-weekly basis, Municipal Affairs is committed to making information available when required to ensure municipalities have timely and relevant information as soon as possible as the province and municipalities deal with the COVID-19 pandemic.

The following information addresses questions received since the expiration of the provincial public health emergency declaration. In addition, Alberta Health has provided guidance for the operation of taxis, limos and rideshares.

Municipal Affairs Updates

Previous COVID-19 updates are available at www.alberta.ca/municipal-government-resources.aspx

Public Health Emergency

Is the provincial relaunch strategy affected by the expiration of the provincial state of public health emergency declaration?

NO. Alberta's Relaunch Strategy is key to the safe reopening of Alberta's economy for the long term. The Relaunch Strategy includes triggers and measures for moving through phases 1 and 2 successfully.

Municipalities are encouraged to continue to visit [Alberta's Relaunch Strategy](#) for the most up-to-date information and to stay current on the status of the relaunch strategy.

Do the social distancing or group size gathering orders end when the provincial public health emergency declaration expires?

NO. The public is still encouraged to follow key public health measures such as group gathering size and social distancing as a means to keep COVID-19 under control while we reopen Alberta's economy.

Can businesses and recreation facilities open without any provincially imposed restrictions since the provincial public health emergency declaration has ended?

NO. All public health guidance on gathering size, physical distancing and hygiene must be followed. Sector guidance documents are available [online](#) to help businesses reopen and resume operations safely. As outlined on the [Alberta's Relaunch Strategy](#) website, there are businesses and facilities that are not yet allowed to reopen in stage 2 (e.g., buffets, nightclubs, vocal concerts, trade shows, concerts and festivals).

Are there any federal orders in place impacting municipalities?

NO. Municipalities are creations of provincial legislation, and as such, must follow provincial legislation. Federal jurisdiction would only be imposed through a declaration of a national state of emergency, which has not happened at this time. Municipalities do have relationships and agreements with the federal government that may be impacted or affected by federal priorities; however, these would be negotiated not imposed.

Can a municipality still maintain a pandemic SOLE, create local enforceable restrictions and provide for the staged opening of businesses and facilities?

YES. If a municipality determines that an emergency exists in the municipal boundaries that requires coordination or action to protect the safety, health and welfare of people, a pandemic SOLE can be declared and municipalities can then restrict travel into, out of, and within the municipality and close municipal properties. They can also make plans for repurposing public and private facilities such as community centres or hotels to house people with COVID-19 symptoms to self-isolate. The *Emergency Management Act* does not include powers to close a business, or reduce the capacity of businesses operating in the municipality.

Can a municipality maintain physical gathering restrictions by declaring a local pandemic SOLE under the recent amendments to the *Emergency Management Act (EMA)*?

NO. If a municipality determines that an emergency exists in their boundaries that requires action to protect the safety, health and welfare of people, a SOLE can be declared; however, municipal powers are specifically identified in the *EMA* and restrictions on gatherings and social distancing are not included within those municipal powers

When the provincial public health emergency declaration expires or ends, does the special enforcement authority for community peace officers also come to an end?

NO. The powers will remain in place until August 14, 2020.

Municipal Advisory Services

If you have further questions, please call
780-427-2225 or toll-free by first dialing
310-0000 or email ma.lgsmail@gov.ab.ca

Taxis, Limos and Rideshares

Are there guidelines available to assist with the operation of taxis, limos and rideshares?

YES. Municipalities are encouraged to make the following information available to companies operating within their municipalities.

Under current Chief Medical Officer of Health Orders, operators or drivers are required to:

- implement practices to minimize the risk of transmission of infection among attendees;
- provide procedures for rapid response if an attendee develops symptoms of illness;
- ensure that attendees maintain high levels of sanitation and personal hygiene;
- comply, to the extent possible, with the General Relaunch Guidance, the guidance for taxis, limos and rideshares, and any other applicable Alberta Health guidance found at: <https://www.alberta.ca/biz-connect.aspx>.

Alberta Health recognizes the unique challenges faced by operators and drivers of taxis, limos and rideshare services and has created guidance to help reduce the risk of COVID-19 transmission and keep drivers and patrons safe. All operators and drivers are asked to develop and implement policies and procedures that align with the General Relaunch Guidance and Guidance for Taxis, Limos and Rideshares. These materials may be updated as more is learned about COVID-19 and as Alberta progresses through its relaunch strategy. As such, operators and drivers should check the alberta.ca/COVID19 website regularly for updates. Under the direction of the Chief Medical Officer of Health, the Government of Alberta is also advising Albertans to wear facemasks as an extra measure to prevent the spread of COVID-19 in the community when physical distance of two metres cannot be maintained. Guidance is available online.



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Municipal Governance

During the COVID-19 Outbreak

Frequently Asked Questions – July 3, 2020

As we continue down the road to recovery, Alberta Municipal Affairs will continue to provide biweekly updates addressing frequently asked questions and providing information on new tools and resources for as long as required.

The following information revisits the special enforcement authority for community peace officers since the expiration of the provincial public health emergency declaration and also addresses municipal infrastructure funding, the Small and Medium Enterprise Relaunch Grant, 2019 statistical reporting and emergency management training requirements.

Previous COVID-19 updates are available at www.alberta.ca/municipal-government-resources.aspx

Enforcement Authority

When the provincial public health emergency declaration lapsed, did the special enforcement authority for community peace officers also come to an end?

YES. As outlined in a bulletin issued by AB Justice and Solicitor General on June 16, 2020, Ministerial Order 24/2020, enacted under the *Peace Officer Act* to authorize community peace officers to enforce health Orders, expired when the provincial state of public health emergency lapsed on June 15, 2020.

Community Peace Officers are encouraged to continue educating individuals on the public health Orders. If enforcement is required, the RCMP or Public Health Inspectors are still authorized to enforce Orders issued under the *Public Health Act*.

Alberta's Recovery Plan

Does the provincial economic strategy include investing in municipalities?

YES. Alberta's Recovery Plan includes the many government relief programs that have been put in place to support Albertans and Alberta job creators through the COVID-19 pandemic. The plan will continue under three main pillars: creating jobs, building infrastructure that will spur economic growth, and continuing to diversify our economy.

In addition to the \$50 million announced for municipalities through the Strategic Transportation Infrastructure Program (STIP) to fund bridge improvements, upgrades to roads and community airports and other initiatives, and a further \$150 million for water infrastructure grants through the Alberta Municipal Water/Wastewater Partnership, the province has identified up to \$500 million in further funding for municipalities, which is expected to be matched by Ottawa. Even before the federal contribution, this represents an increase to municipal infrastructure funding of almost 30 per cent in the current fiscal year.

It is estimated this new \$500 million will support the creation of at least 2,500 jobs that support people in the communities where they live, and drive future economic growth in the province. More details will be released when they become available.

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Small and Medium Enterprise Relaunch Grant

Is there information available that municipalities can share with local businesses and non-profit organizations within our community regarding the Small and Medium Enterprise Relaunch Grant?

YES The newly announced relaunch grant offers financial assistance to Alberta businesses, cooperatives, and non-profit organizations that faced restrictions or closures during the public health emergency, and experienced a revenue loss of at least 50 per cent due to the COVID-19 pandemic. Businesses and non-profits can access the application portal from the BizConnect website (www.alberta.ca/bizconnect). Additional information as well as a link to the program guidelines is available [online](#).

Municipal Advisory Services

If you have further questions, please call:
780-427-2225 or toll-free by first dialing
310-0000 or email ma.tgsmail@gov.ab.ca

2019 Statistical Reporting

In recognition of the COVID-19 public health emergency, has the deadline for municipalities to prepare and submit an annual Statistical Information Return (SIR) been extended?

YES. The Minister of Municipal Affairs, Hon. Kaycee Madu, signed Ministerial Order No. MSD: 036/20, which established the due date for submitting the 2019 SIR as October 1, 2020.

Unique submission links for the 2019 SIRs were emailed to all municipal CAOs on June 15, 2020. Questions or requests to resend links can be emailed to lgs.update@gov.ab.ca.

Is a CAO or a duly authorized signing officer signature still required on the excel template if the Statistical Information Return (SIR) is being submitted online?

NO. When a municipality submits online through the link provided, they only need to attach a copy of the 2020 Tax Rate Bylaw and the Excel Template. The signing requirement, or certification, has been moved to the online submission portal.

AEMA Training Requirements

Has the training deadline stated in the Local Authorities Emergency Management Regulation been extended for Directors of Emergency Management?

YES. This spring, the Alberta Emergency Management Agency (AEMA) placed a hold on in-person training for ICS-200, ICS-300, and the Director of Emergency Management (DEM) course due to restrictions related to the COVID-19 pandemic.

AEMA recognizes that the halted in-person training could impact the ability of local authorities to comply with training requirements for DEMs as prescribed by the Managing Director of the Alberta Emergency Management Agency under the Local Authority Emergency Management Regulation by the deadline of July 1, 2020 (or within 18 months of appointment, whichever is later).

The Managing Director of AEMA has extended the deadline for DEMs to complete the prescribed training requirements under the authority of Section 13(1) of the Local Authority Emergency Management Regulation to address this issue.

DEM's must now complete the prescribed training requirements **by January 1, 2021**, or within 18 months of appointment, whichever is later.

The [AEMA training webpage](#) will be updated to reflect the new deadline



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Edmonton - South West

July 2, 2020

To all Chief Elected Officials:

On June 29, the Premier announced the province's multi-billion dollar economic recovery plan. Recognizing the critical role that Alberta's communities play in our economy, the plan identifies up to \$500 million in support for our local governments as they recover from the pandemic and invest in infrastructure that supports economic productivity. This funding will help you complete shovel-worthy projects, create jobs in your communities related to the projects, and drive future economic growth. Along with this provincial investment, we are asking municipalities to commit to red tape reduction efforts to incentivize new, job-creating private sector investment.

The shovel-worthy projects you have been submitting were critical in helping us assess municipal needs, as well as your readiness to complete these projects. You will receive more information on how this funding will be allocated, and how your municipality can access it, in the near future. Since program details are coming soon, I encourage you to start planning and preparing to initiate your projects, especially if they can proceed this year. I can tell you that this program will be simple and easy to administer to ensure the province does its part in minimizing red tape.

We are also hopeful that we will receive clarity soon on any available federal funding to assist municipalities in responding to the pandemic. We are working with the federal government to ensure that this funding can be used to meet municipal needs and priorities.

I look forward to sharing more information with you shortly, and continuing to work with you to support Alberta's recovery.

Sincerely,

Kaycee Madu, QC
Minister

cc: Chief Administrative Officers
Paul Wynnyk, Deputy Minister of Municipal Affairs

**LAC STE. ANNE FOUNDATION
BOARD MEETING MINUTES
March 4, 2020
Pleasant View Lodge, Mayerthorpe, AB
1:00 p.m.**

1. Call to Order- 1:00 p.m. by Ross Bohnet

Present: Ross Bohnet, Sandy Morton, Ray Hilts, Daryl Weber, Ann Morrison, Bernie Poulin and Ron Govenlock.

Absent: Pat St. Hilaire

Guests: Tom Gee, Rae-Lee Doll, and Leon Pfeiffer - RSM Canada

Staff: Dena Krysik –CAO, Betty Gale –Recording Secretary, Robin Strome- Finance Officer

2. Approval of Agenda

Board Member Bernie Poulin moves:

**Motion #20-001: To approve the Agenda as amended.
9d. Resident/Tenant Insurance**

Carried

3. RSM Alberta LLP Auditors

Board Member Ray Hilts moves:

Motion #20-002: The Board approves the 2019 Lac Ste. Anne Foundation Year End Audit report as amended by Audit Team from RSM Canada.

Carried

4. Minutes

Board Member Ann Morrison moves:

Motion #20-003: The Board approves the November 20, 2019 and December 18, 2019 Board Meeting minutes as presented.

Carried

5. Financial Reports

Board Member Bernie Poulin moves:

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Motion #20-004: The Board moves that Financial Reports be reviewed by the Board of Directors quarterly for approval instead of monthly.

Carried

Board Member Daryl Weber moves:

Motion #20-005: The Board approves the Financial Reports at January 31, 2020 as presented.

Carried

Board Member Daryl Weber moves:

Motion #20-006: The Board approves the 2020 Revised Management Budget as presented.

Carried

Board Member Bernie Poulin moves:

Motion #20-007: The Board acknowledges the 2019 Allowance of Doubtful Accounts in the amount of \$10,016.95 as presented.

Carried

Board Member Bernie Poulin moves:

Motion #20-008: The Board approves to allocate the 2018 and previous years Allowance for Doubtful Accounts in the amount of \$24,765.28 to bad debt as presented.

Carried

Board Member Ray Hilts moves:

Motion #20-009: The Board defers the Cost of Living Adjustment to the April 22, 2020 Board Meeting.

Carried

6. New/Other Business

Board Member Ray Hilts moves:

Motion #20-010: The Board directs CAO, Dena Krysik to proceed with hiring a Realtor to assess fair market value and to initiate the sale of the 17 Social Housing Units as presented.

Carried

108

Board Member Bernie Poulin moves:

Motion #20-011: The Board accepts the letter of response from Alberta Health Minister Shandro as information.

Carried

Board Member Ann Morrison moves:

Motion #20-012: The Board accepts the 2019 Internal Certificate of Recognition (COR) Audit Results as information and directs CAO Dena Krysik to proceed with creating an action plan to Address recommended items as presented.

Carried

7. Policy Review

Board Member Sandy Morton moves:

Motion #20-013: The Board approves the amended personnel policy section 6.3.1- Statutory General Holiday Pay as presented to be implemented effective immediately.

Carried

8. Information Items

Board Member Bernie Poulin moves:

Motion #20-014: The Board accepts agenda items 8a and 8b for the March 4, 2020 meeting as information.

Carried

9. In Camera

Board Member Ann Morrison moves:

Motion #20-015: The Board moves to go in camera at 2:15 p.m.

Carried

Board Member Bernie Poulin moves:

Motion #20-016: The Board moves to come out of camera at 3:08 p.m.

Carried

Board Member Sandy Morton moves:

Motion #20-017: The Board directs CAO, Dena Krysik to proceed with transitioning LSAF current Personal Care Service Contracts to Access Agreements as presented.

109

Carried

10. Date, Place & Time of Next Meeting

All Board Members moves:

Motion #20-018: The Board moves that the next board meeting will be held on April 22, 2020 at the Chateau Lac Ste. Anne in Onoway at 1:00 p.m.

Carried

10. Adjournment

The Chair declares that as all matters have been attended to the meeting is now adjourned at 3:10 p.m.

Chairperson

Date

Chief Administrator Officer

Date

**LAC STE. ANNE FOUNDATION
SPECIAL BOARD MEETING MINUTES
March 30, 2020
Teleconference
10:00 a.m.**

Present: Ross Bohnet, Sandy Morton, Ray Hilts, Daryl Weber, Ann Morrison, Bernie Poulin, Pat St. Hilaire and Ron Govenlock.

Staff: Dena Krysik –CAO

1. Call to Order- 10:00 a.m. by Ross Bohnet

Discussion pertained to the current LSAF Business Plan and priorities.

Board Member Bernie Poulin moves:

Motion #20-019: “That the Board of Directors invite MLA Shane Getson – Parkland County and MLA Martin Long – Yellowhead to a future Board meeting to discuss Lac Ste. Anne Foundation mandate and priorities.”

Carried

2. Adjournment

The Chair declares that as all matters have been attended to the meeting is now adjourned at 11:30 a.m.

Chairperson

Date

Chief Administrator Officer

Date

Summer Village of Sunrise Beach Animal Control Log

June 14, 2020 – Conducted general patrol, no incidents reported.

June 21, 2020 – Conducted general patrol, no incidents reported.

June 28, 2020 – Conducted general patrol, no incidents reported.

Submitted by Ofc. T. Puffer Sunrise Beach Enforcement



587.892.7874 | aapg.ca



310.AUMA | auma.ca



780.955.3639 | RMAAlberta.com

July 17, 2020

Dear Mayors, Reeves, and CAOs:

We are writing to introduce ourselves as members of the newly appointed Alberta Police Advisory Board. This Board was established by the Minister of Justice and Solicitor General to give municipalities served under the Provincial Police Service Agreement a strong voice in setting RCMP policing priorities. We believe that the Board offers a tremendous opportunity to help ensure that policing in our communities reflects the local needs and concerns of our citizens.

As you may be aware, the Board is being implemented in two phases. In the first year, an Interim Board will develop the Board's structure and scope. On completion of the Interim Board's mandate, the work of the operational Alberta Police Advisory Board will begin for a four-year term.

As per the Board's Terms of Reference (attached), the Interim Board has been mandated to work with the Ministry of Justice and Solicitor General (JSG) and those municipalities served under the Provincial Police Service Agreement to:

- Develop the scope and terms of reference for the operational Board;
- Develop a recruitment and selection process for operational Board members;
- Develop governance documents for the operational Board, including at minimum, a Competency Matrix for Board member appointments and review, a Code of Conduct, and a Mandate and Roles Document;
- Provide input, advice, and recommendations to the government and RCMP "K" Division on the buildup of the provincial police service related to funds raised by the Police Funding Model; and
- Provide input into discussions respecting the provincial policing priorities for the 2021/22 fiscal year to facilitate engagement during transition to the operational Board.

As we are cognisant of the timing of the municipal elections, we have requested some changes to the timing of the transition to the permanent Board due to the likelihood that the permanent Board will have representation from municipal elected officials. We will advise the membership on the transition to the permanent Board when we have more details of what that process will entail.

The Board has held two meetings to date and will continue to meet approximately twice a month. We are currently developing a work plan for our deliverables, as well as an engagement strategy that will enable us to collect input from you and other community stakeholders and report back to you regularly on our progress.

If you have any questions or suggestions at this time please feel free to contact us at Board@ABPoliceAdvisoryBoard.com or call any of the members of the Board directly.

We look forward to engaging with you soon!

Sincerely,

Tanya Thorn	Board Chair	Councillor, Town of Okotoks
Kara Westerlund	Alternate Chair	Councillor, Brazeau County
Brian Brewin	Board Member	Councillor, Municipal District of Taber
Tom Burton	Board Member	Councillor, Municipal District of Greenview
Terry Coleman	Board Member	Board Chair, Alberta Association of Police Governance
Angela Duncan	Board Member	Deputy Mayor, Village of Alberta Beach
Bill Given	Board Member	Mayor, City of Grande Prairie
Trina Jones	Board Member	Councillor, Town of Legal
Kathy Rooyakkers	Board Member	Councillor, County of Wetaskiwin

cc: Al Kemmere, President, Rural Municipalities of Alberta
Barry Morishita, President, Alberta Urban Municipalities Association
Terry Coleman, Chair, Alberta Association of Police Governance

ALBERTA POLICE INTERIM ADVISORY BOARD

TERMS OF REFERENCE

BACKGROUND

The Minister heard that Albertans wanted more of a voice into the setting of provincial policing priorities. The Minister of Justice and Solicitor General (Minister) is establishing the Alberta Police Advisory Board (Board) in support of the provincial government and Minister's mandate and responsibilities respecting the provision of adequate and effective policing in Alberta and in support of the participation and input of Albertans.

The Board will be implemented in two phases:

1. Within the first year, an Interim Board will develop the structure and scope of the Advisory Board (Phase One).
2. On completion of the Interim Board's mandate, the work of the Advisory Board will then commence for a four-year term (Phase Two).

MANDATE / RESPONSIBILITIES

On behalf of all provincial police service (PPS) municipalities and Albertans, the Interim Board will collaborate with the Ministry of Justice and Solicitor General (JSG) and those PPS municipalities to:

- develop the scope and terms of reference for the operational Board;
- develop a recruitment and selection process for operational Board members;
- develop governance documents for the operational Board, including at minimum, a Competency Matrix for Board member appointments and review, a Code of Conduct, and a Mandate and Roles Document;
- provide input, advice and recommendations to the government and Royal Canadian Mounted Police (RCMP) "K" Division on the buildup of the provincial police service related to funds raised by the Police Funding Model; and
- provide input into discussions respecting the provincial policing priorities for the 2021/22 fiscal year to facilitate engagement during transition to the operational Board.

SCOPE

While the Interim Board will provide input to the buildup of the PPS and to the development of provincial policing priorities during Phase One, the interim Board will be primarily development-focussed to ensure the efficient and effective, structure, participation and contribution of an Advisory Board.

In relation to the development of provincial policing priorities during Phase One of the Board, the Interim Board will conduct the necessary consultation, research, and analysis of current and anticipated policing issues as well as the priorities of significance and importance to Albertans and Alberta municipalities to support their role. Priorities and issues identified by the Board might include, but are not limited to:

- Community Safety and Well-being;
- Crime Reduction and Prevention; and
- Cross Jurisdictional Crime.

The Interim Board may also make recommendations and provide advice to the Minister with respect to the JSG/RCMP joint business plan, annual performance plans and multi-year financial plan as appropriate during the interim year, and ensuring the input is reflective of all PPS municipalities.

MEMBERSHIP

The Interim Board is comprised of:

- Four representatives from the Executive or Board of the Rural Municipalities of Alberta (RMA);
- Four representative from the Executive or Board of the Alberta Urban Municipality Association members (AUMA); and
- One representative from the Executive of the Alberta Association of Police Governance (AAPG).

Non-voting members of the Interim Board include:

- Executive Director, Law Enforcement and Oversight Branch, JSG
- Director, Contract Policing and Policing Oversight, JSG
- Manager, Policing Oversight and Contract Policing, JSG
- One administrative representative from RMA
- One administrative representative from AUMA

Interim Board Representation

Interim Board voting members have been selected to ensure broad representation, perspectives and diversity from all PPS municipalities and, where possible, representation aligns with each of the four RCMP districts (i.e. Central Alberta District, Eastern Alberta District, Southern Alberta District, and Western Alberta District).

Voting members of the Interim Board represent the broadest possible municipal and public interests across the PPS municipalities. A preference has been given to those who are engaged in or knowledgeable in matters related to policing. Voting members are not currently employed in law enforcement and policing. The organizations have determined voting members of the Interim Board having regard to any personal, professional or business interests or relationships that could reasonably be considered to represent an actual or perceived conflict of interest in relation to Interim Board work.

Any concerns respecting the selection and representation of an Interim Board member or of an Interim Board member's failure to conduct member duties and responsibilities in a manner consistent with this Terms of Reference will be addressed in a timely manner as appropriate, up to and including, the replacement of the Interim Board member.

It is important that all Interim Board voting members attend the meetings to ensure continuity and to maximize the efficiency and productivity of the Interim Board.

Non-voting members of the Interim Board will be in attendance at Interim Board meetings in an advisory, observational, and support capacity to the work of the Interim Board and to share information.

Chair

An Interim Board Chair (Chair) will be elected by the Interim Board using voting procedures of this Terms of Reference. The Chair is responsible for the overall leadership of the Interim Board, management of Interim Board meetings, sharing of information, and communication of Interim Board matters with the JSG. The Chair will collaborate and consult with Interim Board members to establish Agendas, Work Plans, Records of Discussions and other materials, as required.

The Interim Board will also elect an Alternate Chair from the Interim Board to act as Chair if the Chair is unable to attend Interim Board meetings.

Secretary

An Interim Board Secretary will be elected by the Interim Board using voting procedures of this Terms of Reference. The Secretary will ensure that a record of meeting agendas, meeting attendees, and any recommendations made by the Interim Board are kept. Copies of these records will be provided to JSG, and the respective organization's Chairs, Presidents and Executive Directors.

RESPONSIBILITIES

Conduct

The members of the Interim Board must, at all times, observe the highest standards of integrity and objectivity in their duties. Interim Board members must declare any direct or indirect personal, professional or business interests or relationships which could reasonably be considered to represent an actual or perceived conflict of interest in relation to Interim Board work. If a conflict of interest declaration is made by a member, the Interim Board must decide, having regard to the nature of the relationship, if the member must withdraw from membership on the Board.

Duties

Members of the Interim Board are required to consult and liaise with the PPS municipalities (councils and local policing committees/advisory committees) in order to bring those perspectives to discussions by the Interim Board and to determine the most efficient and effective Advisory Board structure. Engagement and work conducted as an Interim Board will be conducted in a transparent manner with the organizations and JSG to enable accountability of the Interim Board.

The Interim Board will engage with the Minister, JSG, and the Commanding Officer of RCMP "K" Division as necessary and required to discuss matters related to the Interim Board's mandate, ongoing policing issues and concerns, to receive updates on the progress of policing initiatives, and to provide updates on the Interim Board's work.

Meetings

Meetings are expected to be held monthly, at minimum, either through face-to-face meetings or teleconference to ensure the Interim Board is prepared to transition to the Advisory Board by April 1, 2021.

Meeting agendas will be distributed at least one week in advance of each meeting by the Chair. Copies will be maintained as records.

Reporting

Municipalities

Within the context of the Terms of Reference Confidentiality provisions, the Interim Board:

- will report to their respective organizational members following any Interim Board decisions; and
- will keep their organizational members and municipalities (councils and local policing committees/advisory committees) apprised of government policing priorities and initiatives respecting policing priorities and Interim Board mandate matters.

Minister and JSG

The Interim Board is accountable to the Minister and is required to report in writing to the Assistant Deputy Minister, Public Security Division, as follows:

1. To provide a final, Interim Board approved, Terms of Reference for the Advisory Board by January 1, 2021;
2. To provide a report detailing the Interim Board's recommendations and advice on the buildup of PPS resources from Police Funding Model revenue by the end of Interim Board term;
3. To provide a report detailing the Interim Board's recommendations and advice on the JSG/RCMP "K" Division Multi-year Financial Plan by January 31, 2021; and
4. To provide a report detailing the Interim Board's recommendations and advice on provincial policing priorities by January 31, 2021.
5. To provide any other report or document as determined necessary and appropriate by the Minister, JSG, or in consultation with the Minister and JSG.

A record of meeting agendas, meeting attendees, and of any recommendations made by the Interim Board will be provided to JSG, and the respective organization's Chairs, Presidents and Executive Directors.

Quorum

Quorum is required to conduct a meeting and for any Interim Board business. Quorum must include the Chair or Alternate Chair. Quorum is set at a minimum of 60 per cent of Interim Board members.

Interim Board business does not include the operational work necessary for Interim Board members to consult with their respective organizations or municipalities.

Voting

Elections and votes taken respecting any Interim Board business requires a majority vote by those Interim Board members in attendance to pass.

EXPENSES

Expenses necessarily incurred in the performance of duties as a member of the Interim Board will be reimbursed in accordance with the rates set out in the Travel, Meal and Hospitality Expenses Directive (Treasury Board Directive 1/2015) as amended from time to time, or any directive made in substitution, as if they were employees of the Government of Alberta.

CONFIDENTIALITY

The members of the Interim Board must maintain as confidential any information brought before them in the conduct of their work. Any information and knowledge learned, acquired or shared with by the Interim Board from the Minister, JSG, the RCMP "K" Division, or the RCMP generally, as a result of membership on the Interim Board or in relation to Interim Board work and its mandate will not be further communicated, disseminated or shared beyond the Interim Board without express permission from the originator of the information.

Any information and knowledge shared by the Interim Board to its respective organization's Chairs, Presidents and Executive Directors will be governed by the same confidentiality provisions as noted the interim Board and its members.

Members of the Interim Board must sign a confidentiality agreement as a condition of their appointment and participation on the Interim Board.

RMA, AUMA, and AAPG Chairs, Presidents and Executive Directors must also sign a confidentiality agreement in respect of any information and knowledge learned or acquired from the Interim Board and Interim Board members.

VENDOR		VENDOR ID	DATE ISSUED
SUMMER VILLAGE OF SUNRISE BEACH		0000010921	03-Jul-2020
DEPOSITED AT BANK:		DEPOSIT NO	DATE
BRANCH:	ACCOUNT:		07-Jul-2020
		TOTAL	
		\$86,219.00	

PAYMTEDE 00111
 SUMMER VILLAGE OF SUNRISE BEACH
 SUMMER VILLAGE OF SUNRISE BEACH
 PO BOX 1197
 ONOWAY AB
 CAN TOE 1V0

DEPOSIT NO: 0068741300		DEPOSIT DATE: 07-Jul-2020		
VOUCHER	DESCRIPTION/REASON FOR PAYMENT	INVOICE/CREDIT NOTE	AMOUNT	SUB-TOTAL
ET008199	FCSS JULY PAYMENT Total Payment From COMM & SOG SERV HEAD QUARTERS For Inquiries Call 825/468-4314	095261394FCSS070120	\$442.00	\$442.00
00107571	MUNICIPAL SUSTAINABILITY INITIATIVE - CAPITAL GRANT Total Payment From Municipal Affairs For Inquiries Call 780/427-7481	CAP202172613	\$85,777.00	\$85,777.00
			DEPOSIT TOTAL	\$86,219.00

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 JUL 19 2020