

SUMMER VILLAGE OF ISLAND LAKE
SPECIAL COUNCIL MEETING MINUTES
MONDAY, AUGUST 9TH, 2021
VIA ZOOM

Council: Mayor Chad Newton
Deputy Mayor Duncan Binder
Councillor Jim Montague

Administration: Chief Administrative Officer, Wendy Wildman
Administrative Assistant, Diane Wannamaker
Jane Dauphinee, Planner, Municipal Planning Services

Public at Large: 0 in person / 4 via zoom

1.	CALL TO ORDER	Mayor Newton called the meeting to order at 4:36 p.m.
2.	AGENDA 21-147	<p>MOVED by Councillor Montague that the August 9th, 2021 Agenda be approved with the following amendment/addition:</p> <p><u>Amendment:</u> 2. Agenda change “Regular” to “Special”</p> <p><u>Addition:</u> 7. a) Election Voting Hours</p> <p style="text-align: right;">CARRIED</p>
3.	MINUTES 21-148	<p>MOVED by Deputy Mayor Binder that the following minutes be approved as is or with amendments:</p> <ul style="list-style-type: none"> a) July 20th, 2021 Regular Council Meeting Minutes – as presented b) July 20th, 2021 Annual Meeting Notes – with the following additions: <ul style="list-style-type: none"> - Page 1 or 2 Public Discussions add: <ul style="list-style-type: none"> - Shank Estates Annexation - Removal of Stop Orders issued in 2018 c) July 28th, 2021 Regular Council Meeting Minutes – as presented d) July 28th, 2021 Public Hearing Notes – as amended: <ul style="list-style-type: none"> -Page 6 of 11 and 10 of 11 change “Cahir” to “Chair” and page 10 of 11 change “Counsil” to “Council” <p style="text-align: right;">CARRIED</p>

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4.	APPOINTMENTS	N/A
5.	PUBLIC HEARINGS	N/A
6.	BYLAWS 21-149	<p>MOVED by Councillor Montague that Municipal Planning Services prepare the following amendments to Land Use Bylaw 08-2021:</p> <ol style="list-style-type: none"> 1. That the following definition for “Lot, Developed” (shown in italics) be inserted into Section 1.8 – Definitions in alphabetical order (and all subsequent definitions be renumbered accordingly): “Developed lot” means a lot on which a habitable single detached dwelling has been constructed. 2. That regulation 2.2.2 (as shown below) be deleted. 2.2.2 All applications for a development permit pursuant to this bylaw shall be made to the Development Authority on the form provided by the municipality. 3. That regulation 4.4.6 be deleted and replaced with the following (shown in italics): 4.4.6 If the applicant fails to submit all the outstanding information and documents on or before the date referred to in Part 4.5.5, the application is deemed refused. 4. That regulation 4.5.7 be deleted and replaced with the following (shown in italics): 4.5.7 Despite that the Development Authority Officer has issued an acknowledgment under Part 4.5.4 or Part 4.5.5, in the course of reviewing the application, the Development Authority Officer may request additional information or documentation from the applicant that the Development Authority Officer considers necessary to review the application. 5. That regulation 7.3.1 be deleted and replaced with the following (shown in italics): 7.3.1 After reasonable notice (a minimum of 48 hours) to the owner or occupier in accordance with the Municipal Government Act, a Designated Officer may enter property at reasonable times (generally to mean 7:30 AM to 10:00 PM) to ascertain if bylaw requirements are being met. 6. That regulation 7.3.2 be deleted and replaced with the following (shown in italics): 7.3.1 Notice can be given to the owner or occupier of the lands in writing by one of the following means: <ol style="list-style-type: none"> a. Delivery to the person personally; b. By leaving a copy for the person at the person’s usual place of residence with someone residing at that residence who has the appearance of being at least eighteen (18) years of age; c. By recorded mail to the person’s last known mailing address;

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		<p>d. If an owner, by recorded mail to the owner's registered address on title; or</p> <p>e. In the case of a corporation or partnership, by personal service upon a Director, Officer or Person apparently in charge of the corporation's office, or by mailing a copy to such person by recorded mail to the address for service listed with the Alberta Corporate Registry;"</p> <p>7. That regulation 8.1.2.a.viii (as shown below) be deleted:</p> <p>8.1.2.a.viii Accessory buildings shall not be more than 9.7 m (32.0 ft) in height, and shall not exceed the height of the main building.</p> <p>Page 2 of 3</p> <p>8. That regulation 8.11.3.b be revised (shown in bold italics) to include reference to lifts or stairs:</p> <p>8.11.3.b Lifts or stairs may be developed on steep slopes to provide access to the lakeshore, at the discretion of the Development Authority.</p> <p>9. That regulation 8.13.4 be deleted and replaced with the following (shown in italics):</p> <p>8.13.4 All combustible material piles should be stored a minimum of 10.0 m (32.8 ft) from the principal building and propane tanks.</p> <p>10. That regulation 8.16.1 be deleted and replaced with the following (shown in italics):</p> <p>8.16.1 A stop order may be issued at any time if, in the opinion of the Development Authority, the operator of a home occupation has violated any provisions of this bylaw or conditions of the approval of the development permit.</p> <p>11. That regulation 8.18.9 be deleted and replaced with the following (shown in italics):</p> <p>8.18.9 At the time of subdivision, or as a condition of a development permit, the applicant may be required at the discretion of the Subdivision or Development Authority, as a condition of an approval to provide to the Summer Village security by way of certified deposit funds or an irrevocable letter of credit for up to the value of 125% of estimated landscaping costs.</p> <p>The approved landscaping shall be completed in accordance with this bylaw and the approved landscaping plan, shall be completed within one year of the date of approval, and shall be maintained for a two-year period following approval.</p> <p>If the landscaping is not completed within the one-year period, or the landscaping is not maintained for the two-year period, the security provided to the Summer Village may be used by the Summer Village to undertake the landscaping work. The security shall be released to the applicant, upon written request, once an inspection demonstrates to the satisfaction of the Development Authority that the landscaping was completed and has been satisfactorily maintained for the two-year period.</p> <p>12. That Section 8.23 be deleted and replaced with the following (shown in italics):</p>
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	<p>8.23 Recreational Vehicles</p> <p>1. No recreational vehicle (RV) shall be located on a lot within the Summer Village without an approved development permit for an RV stall.</p> <p>2. All RVs must be located within approved RV stalls. Stalls can be hard or soft surfaced. Soft surfacing may include gravel and/or grass surfaces. However, the stall location and boundaries of the stall must be clearly delineated at all times on the site to the satisfaction of the Development Authority Officer.</p> <p>3. No more than one RV may be located within an approved RV stall.</p> <p>4. A development permit application for an RV stall on a lot shall indicate:</p> <ul style="list-style-type: none">a. where the RV will be placed on a lot;b. The means by which the stall area will be delineated on the lot (markers, posts, pad etc.);c. If the RV placed in the lot is intended to remain temporarily, seasonally or year-round;d. how potable water, wastewater, and utilities shall be provided; ande. where required parking shall be provided on the lot. <p>Page 3 of 3</p> <p>5. A maximum of three RV stalls may be allowed on a developed lot or an undeveloped lot in the R1 and R2 Land Use Districts with a development permit. Each RV stall shall be required to include connections to an approved wastewater system and power source, complying with current provincial requirements.</p> <p>6. RV stalls on an undeveloped lot shall adhere to the front, rear, and side yard requirements for dwellings (first RV) and accessory buildings (any RV after the first RV) identified in the applicable Land Use Districts.</p> <p>7. RV stalls on a developed lot shall adhere to the front, rear, and side yard requirements for accessory buildings identified in the applicable Land Use Districts.</p> <p>8. RVs shall not be located within a front yard on a lakefront lot.</p> <p>9. Notwithstanding Sections 8.23.5, 8.23.6 and 8.23.10, additional RVs may be allowed on a temporary basis with the approval of a Special Event Permit. Each Special Event Permit must be applied for a minimum of 2 weeks in advance of the special event and when issued must be posted on the site in a conspicuous location during the special event.</p> <p>10. RVs shall not be permitted to dispose of wastewater or greywater on the ground within the Summer Village.</p> <p>11. One onsite vehicle parking stall (that complies with Section 8.21 – Parking and Access) must be provided for each proposed recreational vehicle stall on a lot.</p> <p>12. Permits for RV stalls shall not be approved where it cannot be demonstrated that there is sufficient room on the site to</p>
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		<p>accommodate the RV stall and required parking stalls entirely within the boundaries of the lot.</p> <p>13. That the image discussed be inserted into Section 8.23 – Recreational Vehicles as Figure 11:</p> <p>and that the Land Use Bylaw, with these amendments, be brought to the August 17th, 2021 Council meeting for consideration of second and third readings.</p> <p style="text-align: right;">CARRIED</p>
7.	BUSINESS 21-150	<p>MOVED by Deputy Mayor Duncan Binder that as per section 12 (f) of the Local Authorities Election Act, Council confirm the August 21st, 2021 Election Voting Hours will be 10:00 a.m. to 7:00 p.m.</p> <p style="text-align: right;">CARRIED</p>
8.	FINANCIAL REPORT	N/A
9.	COUNCIL REPORTS	N/A
10.	ADMINISTRATION REPORTS	N/A
11.	INFORMATION & CORRESPONDENCE	N/A
12.	CLOSED MEETING	N/A
13.	ADJOURNMENT	The meeting adjourned at 5:30 p.m.

Mayor, Chad Newton

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