

SUMMER VILLAGE OF ISLAND LAKE

AGENDA

Tuesday, August 18th, 2020 at 4:30 p.m.

Via teleconference

As per bylaw 02-2016 there will be no audio/video recordings of Council or Council Committee Meetings

-
1. Call to order
 2. Agenda a) Tuesday, August 18th, 2020 Regular Council Meeting
 3. Minutes: p1-4 a) Tuesday, July 21st, 2020 Regular Council Meeting Minutes
 4. Appointments: a) 5:00 p.m. – Michelle Sierink regarding letters of no objection for private docks off of municipal reserve property. Please refer to her August 8th, 2020 email attached (*direction as given at meeting time*)
p5-7
 5. Bylaws: n/a
 6. Business: a) Government of Alberta Municipal Stimulus Program – please refer to the July 29th, 2020 email from Alberta Urban Municipalities Association President Barry Morishita on the noted program. Island Lake's allocation under this project is \$32,102.00 and accepted projects must be similar to those accepted under the Municipal Sustainability Program Capital projects, and as part of this program the municipality must agree to submit an annual Red Tape Reduction Report. Project applications must be submitted by October 1st, 2020 and must be a "new" project. At meeting time we will need to discuss potential projects so we can get an application in. Attached is the noted agreement between the Province and the Summer Village of Island Lake, along with the program guidelines. (*approve agreement and authorize execution*)
p8-46
b) Alberta Urban Municipalities Association 2020 Fall Convention – please refer to the July 17th, 2020 email advising the noted Convention is scheduled for September 23 to 25 in Calgary. At this point the convention is virtual with a registration fee of \$100. (*authorize participation or accept for information*)
p47-50

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p 51-53

- c) City of Cold Lake Criminal Code Amendment with respect to a Gun Ban – please refer to the attached July 7th, 2020 letter from Cold Lake Mayor Craig Copeland requesting support from Alberta Municipalities to voice their concerns with the recent Order in Council on May 1st, 2020. *(support Cold Lake's position and send a letter, or accept for information, or some other direction as given by Council at meeting time)*

- d) Enhanced Policing – further to discussion and direction at our last Council meeting, the Summer Village has secured additional hours under the Enhanced Policing program for more patrols within the Summer Village for August and September 2020 at a cost of \$3,312.00. As this was not included in our 2020 budget we will need a motion to ratify this *(that the Summer Village contract additional Enhanced Policing hours for August and September 2020 at a cost of \$3,312.00, costs to be covered through reserves funds)*

Additional information to be provided at meeting time with respect to potentially hiring Community Peace Officer Services from the County.

e)

f)

g)

- 7. Financial
 - a) Income & Expense Statement – as of July 31st, 2020

- 8. Councillors' Reports

- a) Mayor Newton
- b) Deputy Mayor Binder
- c) Councillor Montague

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9. Administration Reports

- a) FOIP request update
- b) Meeting conferencing and moderating inquiry
- c) Intermunicipal Development Plan update
- d) September Organizational meeting
- e) Road Assessment update

10. Information and Correspondence

- p54-67
- p68-70
- p71
- p72-77
- a) Subdivision & Development Appeal Board Hearing – Notice of Decision with respect to Development Permit Application for 159 Lakeshore Drive
 - b) Healthy Waters Lac La Biche Watershed Stewardship Group hosting series of webinars regarding various lake and watershed topics
 - c) Government of Alberta Direct Deposit on July 31st, 2020 of \$538.00 for August FCSS funding
 - d) Development Permit Application 20DP08-04, for construction of a single detached dwelling, installation of a water supply (cistern) and septic system (holding tank) at 49 Lakeshore Drive South
 - e)

11. Closed Meeting (if required) n/a

12. Adjournment

Next Meetings:

September 15th, 2020 @ 4:30 p.m.

October 20th, 2020 @ 4:30 p.m.

SUMMER VILLAGE OF ISLAND LAKE
REGULAR COUNCIL MEETING MINUTES
TUESDAY, JULY 21, 2020
HELD VIA TELECONFERENCE

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

Administration: Chief Administrative Officer, Wendy Wildman
Administrative Assistant, Heather Luhtala

Appointments: n/a

Public at Large: (it is estimated that up to 9 participants called into the meeting including Council and Administration)

1.	CALL TO ORDER	Deputy Mayor Binder called the meeting to order at 4:35 p.m.
2.	AGENDA 20-91	MOVED by Deputy Mayor Binder that the July 21, 2020 Agenda be approved with the following additions: Under Business 6. f) Use of Golf Carts in the Summer Village g) Follow up on Lot 10 Block 10 Plan 3857KS h) Traffic Control/Calming email from resident CARRIED
3.	MINUTES 20-92	MOVED by Councillor Montague that the minutes of the regular Council meeting held on June 16, 2020 be approved as presented. CARRIED
4.	APPOINTMENT	n/a
5.	BYLAWS 20-93	MOVED by Councillor Montague that Bylaw 03-2020 being a Bylaw to establish the position of Chief Administrative Officer and Designated Officers for the Summer Village of Island Lake, be given 1 st reading. CARRIED
	20-94	MOVED by Mayor Newton that Bylaw 03-2020 be given second reading. CARRIED

SUMMER VILLAGE OF ISLAND LAKE
REGULAR COUNCIL MEETING MINUTES
TUESDAY, JULY 21, 2020
HELD VIA TELECONFERENCE

	20-95	MOVED by Deputy Mayor Binder that Bylaw 3-2020 be considered for third reading. CARRIED UNANIMOUSLY
	20-96	MOVED by Deputy Mayor Binder that Bylaw 03-2020 be given third and final reading. CARRIED
	20-97	MOVED by Deputy Mayor Binder that the following designated officer positions be established in accordance with Bylaw 03-2020: -Development Authority – Tony Sonnleitner; -Subdivision Authority – Jane Dauphinee, Municipal Planning Services – Subdivision Administration Authority / Council of the Summer Village of Island Lake – Subdivision Approving Authority; -Assessment Review Board Clerk – Richard Barnham, Capital Region Assessment Services Commission -Municipal Assessor – Ray Crews, Municipal Assessment Services Group -Subdivision and Development Board Clerk – Emily House or Cathy McCartney, Milestone Municipal Services CARRIED
6.	BUSINESS	
	20-98	MOVED by Mayor Newton that the Summer Village proceed with the seasonal road closure of the back alley between Tranquille Drive and Elk Avenue for the 2020 season by erecting signage AND THAT prior to the barriers being put in place, the Summer Village work with the property owners who provided their concerns with the closure to come to a consensus on placement of the barriers AND FURTHER THAT the closure of the 2020 season be monitored and assessed throughout the season. CARRIED
	20-99	MOVED by Deputy Mayor Binder that the Summer Village ratify approval of the letters of "no objection" to the placement of the following docks providing all provincial guidelines are followed and provincial approvals are in place: -Gerald and Joyce Coen of 63 Spruce Drive would like to place a dock off the municipal reserve R3 -Tom and Dianne Sole of 75 Spruce Drive to place a dock off of Lot P CARRIED

(2)

SUMMER VILLAGE OF ISLAND LAKE
REGULAR COUNCIL MEETING MINUTES
TUESDAY, JULY 21, 2020
HELD VIA TELECONFERENCE

	20-100	<p>MOVED by Mayor Newton that Council approve the Summer Village of Island Lake Safety Codes Quality Management Plan as presented with the corrections to the Table of Contents where it states the bookmark is not defined.</p> <p style="text-align: right;">CARRIED</p>
	20-101	<p>MOVED by Deputy Mayor Binder that further to the request from the Municipal Development Plan/Land Use Bylaw Steering Committee as follow up to their meeting held on June 25, 2020, Council advises of the following:</p> <p>-that, Municipal Development Plan/Land Use Bylaw Steering Committee members be compensated at the same rates as stated in the Council Remuneration Policy C-COU-REM-1 (\$50.00 - 1-4 hour meetings / \$100.00 – 4+ hours meetings / Mileage at the current rate of \$0.53);</p> <p>-that, Council is not aware of any inactive landfill sites;</p> <p>-that, Council supports the proposed redistricting of the following lots:</p> <p style="margin-left: 40px;">a) 28ER, Block 17, Plan 832 0904 to "N" – Natural District b) Lot 16R, Block 1, Plan 763TR to "P" – Community District;</p> <p>-that, Council supports the scheduling of a public open house for the Municipal Development Plan and Land Use Bylaw at the end of August and to be held at the Athabasca Multiplex.</p> <p style="text-align: right;">CARRIED</p>
	20-102	<p>MOVED by Deputy Mayor Binder that one member of Council be authorized to attend the virtual session of the Alberta Urban Municipalities Association Summer 2020 Municipal Leaders' Caucus scheduled for August 11, 2020 (Stony Plain).</p> <p style="text-align: right;">CARRIED</p>
	20-103	<p>MOVED by Mayor Newton that Council accepts the discussion on the following items for information:</p> <p>-operating golf carts in the Summer Village;</p> <p>-Lot 10 Block 10 Plan 3857KS;</p> <p>-follow up and traffic control/calming measures resident email.</p> <p style="text-align: right;">CARRIED</p>
7.	FINANCIAL REPORT	n/a

SUMMER VILLAGE OF ISLAND LAKE
REGULAR COUNCIL MEETING MINUTES
TUESDAY, JULY 21, 2020
HELD VIA TELECONFERENCE

8.	COUNCIL REPORTS 20-104	MOVED by Mayor Newton that the Council reports be accepted for information. CARRIED
9.	ADMINISTRATION REPORT 20-105	MOVED by Mayor Newton that the Administration report be accepted for information. CARRIED
10.	INFORMATION AND CORRESPONDENCE 20-106	MOVED by Deputy Mayor Binder that the following correspondence be accepted as information: a) Government of Alberta Statement of Direct Deposit for \$10,037.00 deposited on June 9th, 2020 representing 2020 Municipal Sustainability Initiative Operating Grant and \$542.00 on July 3rd representing July FCSS funds and \$122,662.00 on July 3rd representing Municipal Sustainability Initiative Capital funds CARRIED
11.	CLOSED MEETING	n/a
		The meeting adjourned at 5:59 p.m.

Next meeting:
Tuesday, August 18, 2020 at 4:30 p.m.

Mayor, Chad Newton

Chief Administrative Officer, Wendy Wildman

From: svislandlake@wildwillowenterprises.com
Sent: August 11, 2020 9:35 AM
To: Wendy Wildman
Subject: FWD: Re: Good Morning

She would like to be added to the agenda

Charlsie Moskalyk
Administration

Summer Village of Island Lake
Box 8 Alberta Beach, AB T0E 0A0
P: 780-967-0271 F: 780-967-0431

website: www.islandlake.ca
email: svislandlake@wildwillowenterprises.com

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

Subject: Re: Good Morning
From: "Michelle M Sierink" ' '
Date: 8/11/20 9:15 am
To: "svislandlake@wildwillowenterprises.com" <svislandlake@wildwillowenterprises.com>

Yes please

Sent from my iPhone

On Aug 10, 2020, at 2:47 PM, svislandlake@wildwillowenterprises.com wrote:

Thanks for your email Michelle and sharing your concerns. Council meets once a month normally on the third Tuesday of each month. Would you like an appointment on Council's agenda so you can formally address your concerns directly with them?

Our next meeting is Tuesday Aug. 18 and I could give you a 5:00 p.m. appointment time, but I would need confirmation before noon tomorrow as the agenda is being finalized. This will be a conference call meeting.

Thank you,

Wendy Wildman
CAO

Summer Village of Island Lake
Box 8 Alberta Beach, AB T0E 0A0
P: 780-967-0271 F: 780-967-0431

website: www.islandlake.ca
email: svislandlake@wildwillowenterprises.com

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

Subject: Good Morning
From: "Michelle M Sierin"
Date: 8/8/20 11:53 am
To: "svislandlake@wildwillowenterprises.com"
<svislandlake@wildwillowenterprises.com>

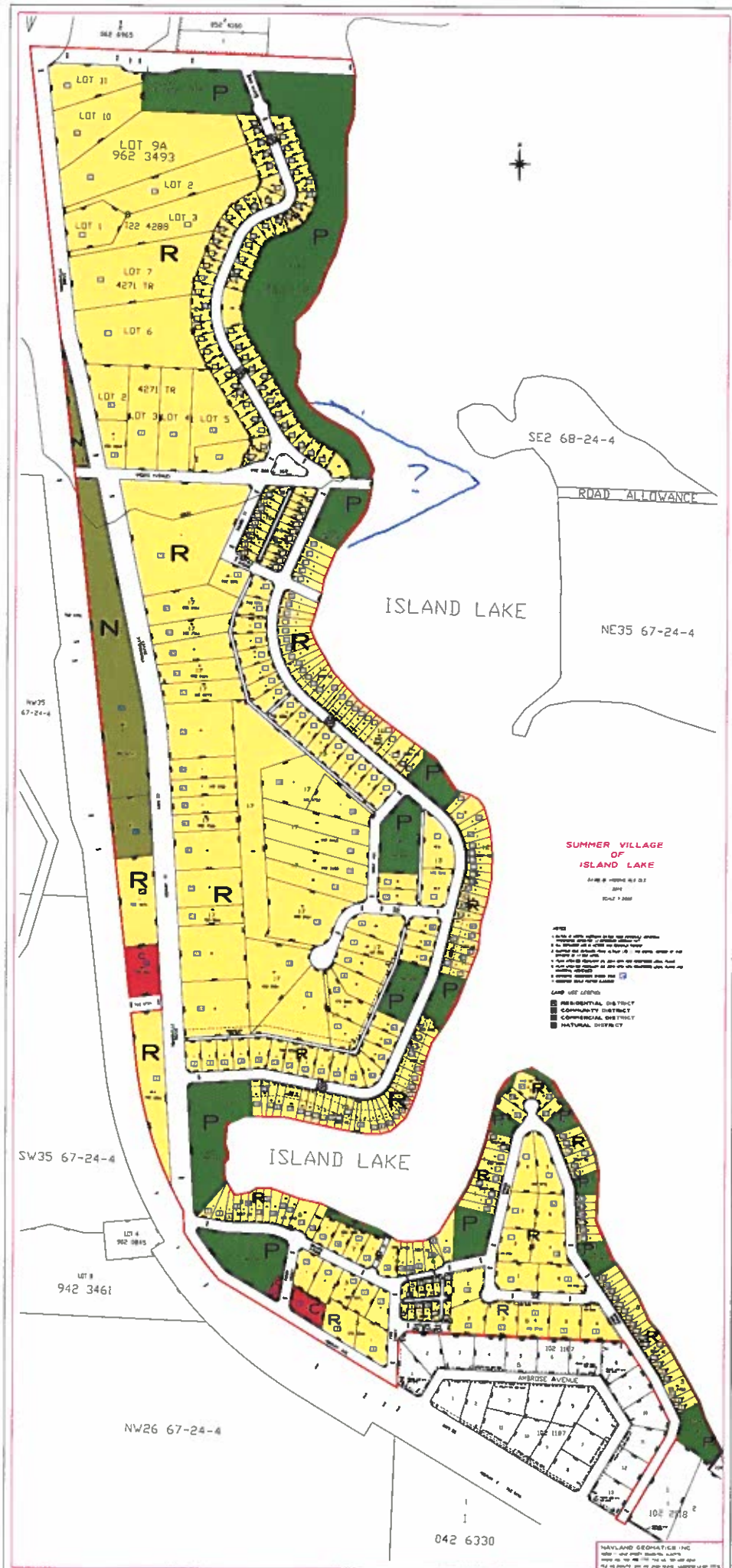
I live on Salmon Street and invested in retiring here. On this side we have no public dock which we can tie our boat up if we want to come in for coffee. There are 3 private docks on Crown Land that got "special permission" to put there docks there and dictate who can use them. There needs to be a public dock placed on this Crown Land because in reality these docks are on public land.

I have issues when someone comes up to us and states "you can't use these". I am really angry that I invested all this money in our retirement home to go through this. I am not asking special favours for myself just for all of us who live and decided to make this our home. All I want by next summer is a public dock on Crown Land not private for everyone to use.

I want to here from everyone, regarding this because I will be following up.
Michelle Sierink
3 Salmon street

Sent from my iPhone

6



7

From: President <President@auma.ca>
Sent: July 29, 2020 1:11 PM
Subject: \$1.1 billion Safe Restart funding

Good Afternoon Mayors, Councillors, and CAOs,

Yesterday, the Government of Alberta [announced](#) it is providing financial support as part of the Safe Restart program. [AUMA VP Tanya Thorn](#) joined Premier Kenney, Ministers Madu and McIver, Mayors Iveson and Nenshi, and RMA President Al Kemmere in announcing additional funding supports for municipal operating costs.

The province has confirmed it will match the Government of Canada's \$296 million with a further \$296 million to help municipalities maintain critical services Albertans rely on every day. The Government of Alberta had previously announced \$500 million in stimulus funds for infrastructure projects. This means a total commitment of \$1.1 billion for Alberta's communities.

Of the \$592 million, \$452 million will be allocated to operational support and \$140 million to transit supports. The transit supports will be allocated using a formula that considers ridership and projected losses. We continue to work with the government on financial supports for those communities hit hard by the decline in the tourism industry.

Furthermore, Municipal Affairs has confirmed the \$500 million capital stimulus funds will be allocated to all Alberta municipalities based on the MSI formula. The province requires the funds be allocated to projects by October 1, 2020, and that all funds be spent by December 31, 2021. Details of the [allocation amounts](#) for each municipality and the precise [guidelines](#) for using the funds can be found on the [Government of Alberta website](#).

When advocating for these funds, we have been clear that there cannot be a full recovery without strong municipalities. We need municipalities to lead recovery efforts on the ground, which requires rehiring laid-off employees and offsetting members' revenue losses.

In conjunction with FCM and other municipal leaders, AUMA has worked hard to help our governments understand the financial crisis our municipalities are facing. This is a good first step to rebuilding a stronger Alberta by rebuilding its strong communities.

We will share more details as they become available.

Sincerely,

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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MUNICIPAL STIMULUS PROGRAM

MEMORANDUM OF AGREEMENT

(hereinafter called "the Agreement")

BETWEEN:

HER MAJESTY THE QUEEN, in right of the
Province of Alberta, as represented by the
Minister of Municipal Affairs (hereinafter called
"the Minister")

AND

the **Summer Village of Island Lake**
(hereinafter called "the Municipality")

hereinafter jointly called "the Parties"

Preamble:

WHEREAS the Municipal Stimulus Program represents the Province of Alberta's commitment to support economic growth and local jobs;

WHEREAS the Municipal Stimulus Program will make infrastructure funding available to the Municipality to use on approved infrastructure projects that support the provincial and local economies;

WHEREAS under the Government Organization Act, RSA 2000 and the Municipal Affairs Grants Regulation (AR 123/2000), the Minister is authorized to make grants and to enter into an agreement with respect to any matters relating to the payment of a grant;

WHEREAS these funds are to be used by the Municipality for eligible expenditures incurred on projects accepted by the Minister.

NOW THEREFORE in consideration of the mutual terms and conditions hereinafter specified, **THE PARTIES AGREE AS FOLLOWS:**

1. The preamble is incorporated as an integral part of this Agreement.
2. In this Agreement, unless the context requires otherwise "Program Guidelines" means the guidelines for actions, events, criteria, report formats, and other directions applicable to the Municipal Stimulus Program as may be prescribed or

9

determined by the Minister and as may be amended from time to time by the Minister.

3. The Parties shall execute this Agreement and the Municipality shall return an executed Agreement to the Minister prior to the Minister transferring any funds to the Municipality under this Agreement.
4. The Minister agrees to provide funds to the Municipality under the Municipal Stimulus Program subject to the following:
 - (i) Sufficient approved funding appropriated by the Legislature;
 - (ii) Sufficient accepted eligible Municipal Stimulus Program projects as defined in the Program Guidelines;
 - (iii) Completion of reporting requirements as outlined in the Program Guidelines; and
 - (iv) Compliance with all other terms of the Agreement.
5. The Municipality agrees to provide to the Minister:
 - (i) A project application for each project to be initiated under this program;
 - (ii) An annual report of the initiatives undertaken by the Municipality to reduce administrative burden ("red tape") and encourage investment as described in the Program Guidelines; and
 - (iii) An annual summary of the actual grant expenditures on each project undertaken in that year and the year-end grant balance on hand (Statement of Funding and Expenditures), including certification by the Municipality that it is in compliance with the terms and conditions of this Agreement

all in a format as prescribed in the Program Guidelines for this grant program.

6. The Municipality agrees to accept the funds provided by the Minister in accordance with the following additional terms and conditions:
- (i) The Municipality shall maintain a separate accounting for the funds provided;
 - (ii) The Municipality shall ensure that expenditures accounted for against the principal amount of the funds provided, income earned, and other credits as described in the Program Guidelines are applied only to projects accepted by the Minister;
 - (iii) All funds provided to the Municipality, not expended prior to December 31, 2020 may be carried forward to the next year and must be expended on an accepted project before December 31, 2021. Thereafter, all unexpended funds shall be returned to the Government of Alberta;
 - (iv) The Municipality shall undertake actions to encourage investment and/or reduce the administrative burden ("red tape") imposed on local businesses and residents to the satisfaction of the Minister or the Municipality will be required to repay the funding;
 - (v) All projects under this Agreement shall be carried out in accordance with the rules, regulations and laws governing such works and in accordance with the best general practices then current at the time of the construction of the project; and
 - (vi) This Agreement does not replace, supersede, or alter the terms of any other existing funding Agreement between the Minister and the Municipality.
7. The Municipality shall adhere to all project eligibility criteria, project credits, project tendering requirements, and other items or directions as outlined in the Program Guidelines.
8. The Municipality agrees that the funding provided under this program is for capital expenditures as outlined in the Program Guidelines.
9. The Municipality agrees to allow the Minister and/or his agents, including but not limited to, the Auditor General of Alberta, and representatives of the Province of Alberta, access to the project site; any engineering drawings or documents; any



books of accounts relating to funding and expenditures claimed under this Agreement; and any other such project related documents as deemed necessary by the Minister in performing an audit of the projects undertaken under this Agreement. All project related documents shall be kept by the Municipality for a minimum of three years following completion of the project.

10. The Municipality shall indemnify and save harmless the Minister, his servants, agents and employees, from and against all actions, claims and demands arising directly or indirectly from the preparation for or implementation of the projects, whether or not the damage arose as a result of the actions or omissions of third parties.
11. Where the Municipality enters into contracts with third parties for the implementation of a project, such contracts shall include provision that the third party shall be solely responsible for and save harmless and indemnify the Minister, and his officers, employees and agents from and against all claims, liabilities, and demands of any kind with respect to any injury to persons (including without limitation) death, damage to or loss or destruction of property, economic loss or infringement of rights caused by or arising directly or indirectly from i) the project; ii) the performance of the contract or the breach of any term or condition of the contract by the third party or its officers, employees or agents; iii) the on-going operation, maintenance and repair of the project; or iv) any omission or any willful or negligent act of the third party or its officers, employees or agents.
12. The Municipality agrees that it is not entitled to claim compensation for its costs, expenses, inconvenience or time expended in relation to the administration of the funds provided under this Agreement nor in respect to this Agreement.
13. The Parties agree to give this Agreement a fair and reasonable interpretation and, when required, to negotiate with fairness and candour any modifications or alteration thereof for the purpose of carrying out the intent of this Agreement and/or rectifying any omission in any of these provisions.
14. Notwithstanding the date for completion of all projects and the expending of funds under section 6(iii) of this Agreement, this Agreement shall continue in effect until March 31, 2023.
15. The Agreement may be renewed or extended thereafter, for a further one (1) year period, if mutually agreed to in writing. In the event that this Agreement is not renewed or extended, the Municipality shall return all uncommitted funds as of the termination date to the Government of Alberta.

The Parties have therefore executed the Agreement, each by its duly authorized representative(s), on the respective dates shown below.

HER MAJESTY THE QUEEN
in Right of the Province of
Alberta as Represented by
the Minister of Municipal Affairs

Per: 
MINISTER

Date: July 28, 2020

SUMMER VILLAGE OF ISLAND LAKE

Witness

Per: _____
CHIEF ELECTED OFFICIAL

Date: _____

Witness

Per: _____
DULY AUTHORIZED SIGNING OFFICER

Date: _____

Municipal Stimulus Program

"MA Municipal Stimulus" [MA.MunicipalStimulus@gov.ab.ca]

Sent: 7/30/2020 9:03 AM

To: ""chad.newton@islandlake.ca"" <chad.newton@islandlake.ca>

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

Dear Chief Elected Official,

On July 28 your Alberta government was proud to announce the \$500-million Municipal Stimulus Program, a key component of [Alberta's Recovery Plan](#). Thank you for submitting information on your shovel-ready infrastructure projects over the past few months. This information was very useful to help us understand the capacity of municipalities to take on additional infrastructure projects, as well as the types of projects that could be started this year.

The Municipal Stimulus Program (MSP) is designed to distribute stimulus funding quickly and equitably across the province so local governments, like yours, can help support local jobs and stimulate the economy. Funding will be allocated using the same formula as the federal Gas Tax Fund and municipalities can access their allocation by submitting project applications before October 1, 2020. Applications will be reviewed as they are received and payments will begin shortly after projects are approved.

Projects *must* begin construction in 2020 or 2021 and *must not* result in municipal tax increases. Municipalities also need to commit to further supporting growth in their local economies by reducing municipal red tape. Further information about the program and allocation amounts are available on the [program website](#), and in the attached program summary and program guidelines. The grant agreement and application form are also attached.

The intention of this program is to support local jobs and stimulate the economy – both through construction and over the life of the asset. We will be evaluating project applications through this lens. You are also encouraged to apply this lens as you consider which projects to put forward.

Please note that the MSP is not related to operating and transit funding recently announced as part of the federal Safe Restart Agreement. Further information about this funding will be made available soon.

Thank you for your leadership during these difficult times. I know this is not an easy situation to manage, but together we can overcome these challenges and return our province to prosperity.

If you have any questions, please contact ma.municipalstimulus@gov.ab.ca.

Yours very truly,

Honourable Kaycee Madu, QC
Minister of Municipal Affairs

Attachments

Classification: Public

Attachments: [MSP Program Summary.pdf](#) [MSP Program Guidelines.pdf](#) [MSP Application Form.pdf](#)
[Summer Village of Island Lake.pdf](#)

15

Municipal Stimulus Program

Summary

- \$500-million allocation-based program structured on the Municipal Sustainability Initiative (MSI), for construction of capital projects before December 31, 2021.
- Funding is distributed based on the Gas Tax Fund (GTF) allocation formula (largely per capita with a \$50,000 minimum; summer villages receive a base of \$5,000 plus the per capita amount).
- Project eligibility based on MSI guidelines, modified to exclude categories and activities with minimal contribution to economic recovery.
- Municipalities have broad discretion to apply for projects within the eligibility criteria, but Minister retains authority to approve projects.
- Municipalities will be required to report on progress in reducing municipal red tape.

Objectives

- Sustain and create local jobs.
- Enhance provincial competitiveness and productivity.
- Position communities to participate in future economic growth.
- Reduce municipal red-tape to promote job-creating private sector investment.

Program Overview

- Program is open to municipal authorities, Metis Settlements, and the Townsite of Redwood Meadows.
- Municipalities must commit to submitting an annual Red Tape Reduction report for each of 2020 and 2021. They will be required to indicate to the Minister's satisfaction how they have made progress in the following areas since the stimulus program was announced:
 - What steps have been taken to make it easier to start up a new business in the municipality?
 - What steps have been taken to streamline processes and shorten timelines for development and permit approvals?
 - What steps have been taken to make the municipality a more attractive destination for new investment and/or tourism?
- The red tape reduction report template will require municipalities to identify how they have reduced red tape from among several provided options, or they may identify their own actions. They will also be required to provide relevant metrics and/or a qualitative description of specific actions they have taken.
- Projects must begin construction in 2020 or 2021, and all funds must be expended before December 31, 2021, or repaid to the province. However, projects may continue past this date using other sources of funding.
- Municipalities must indicate the amount of funding required in both 2020 and 2021 for each project.
 - Payments for 2020 expenditures will be issued once municipalities sign the conditional grant agreement and receive approval on their project application(s).
 - Payments for 2021 expenditures will be issued in May 2021, unless municipalities identify a requirement to receive funding earlier.

- Projects must result in the construction or major rehabilitation of a capital asset that falls within one of the eligible categories.
 - Project categories are based on modified MSI project categories.
 - Some MSI eligible projects, such as rolling stock, equipment purchases, and infrastructure management systems are not be eligible, as they do not support economic development or job creation.
- Projects *must* not create new operational funding requirements for the province and *must* not, as a result of the projects, lead to higher/increased municipal taxes.
- Projects previously approved for MSI or GTF funding are not eligible and municipalities will not be permitted to withdraw and resubmit MSI or GTF projects to gain eligibility.
- Proponent must attest that the project would not go ahead this year or next year in the absence of support through the stimulus program.

Allocations

- Funding is allocated using the Gas Tax Fund (GTF) formula (per capita with a minimum funding amount of \$50,000; summer villages receive \$5,000 plus the per capita amount.)
 - Approximately 30.6% will go to Calgary, 23.1% will go to Edmonton, and 46.3% will go to other municipalities.
- This allocation formula favours more populous urban municipalities, but, previously announced stimulus funding delivered through the Strategic Transportation Infrastructure Program, the Alberta Water/Wastewater Partnership, and the First Nations Water Tie In benefits primarily rural and small urban municipalities.

Municipality	Allocations	
	\$	%
Calgary	\$152,831,311	30.6%
Edmonton	\$115,567,274	23.1%
Other Municipalities	\$231,601,415	46.3%
<i>Other Cities</i>	<i>\$83,401,530</i>	<i>16.7%</i>
<i>Towns</i>	<i>\$56,781,658</i>	<i>11.4%</i>
<i>Villages</i>	<i>\$5,337,096</i>	<i>1.1%</i>
<i>Summer Villages</i>	<i>\$873,117</i>	<i>0.2%</i>
<i>Rurals</i>	<i>\$59,567,950</i>	<i>11.9%</i>
<i>Strathcona County</i>	<i>\$11,694,461</i>	<i>2.3%</i>
<i>RM of Wood Buffalo</i>	<i>\$13,276,133</i>	<i>2.7%</i>
<i>Metis Settlements</i>	<i>\$669,470</i>	<i>0.1%</i>
Total	\$500,000,000	100.0%

17

Administration Process and Timing

Process Step	Estimated Timing
Program Introduction <ul style="list-style-type: none"> - Application process, program guidelines, and allocation amounts are posted on a program website - Municipal Affairs hosts webinar for municipalities to provide additional details 	<ul style="list-style-type: none"> - Program materials available by July 28, 2020
First Project Intake Period <ul style="list-style-type: none"> - Municipalities prepare and submit applications - Submitted applications uploaded into SharePoint - Project reviews - Project approvals 	<ul style="list-style-type: none"> - Until October 1, 2020 - Project approvals on a rolling basis, as soon as reviewed - Project reviews continue until complete
Re-allocation Period <ul style="list-style-type: none"> - Funds uncommitted by municipalities to an approved project re-allocated by the Minister 	<ul style="list-style-type: none"> - Fall 2020
Second Project Intake Period (if required) <ul style="list-style-type: none"> - Second intake opened if substantial amounts of funding remain unallocated after first intake 	<ul style="list-style-type: none"> - February 1, 2021, to April 1, 2021 - Project reviews continue until complete, approvals issued as decisions are made
Project Initiation <ul style="list-style-type: none"> - Notification letters sent to successful applicants - Recipients sign conditional grant agreements 	<ul style="list-style-type: none"> - Following project approval
Project Administration <ul style="list-style-type: none"> - Payments to recipients - Project construction 	<ul style="list-style-type: none"> - Payments following signing of conditional grant agreements and approval of project applications - Payments complete by October 2021
Reporting Requirements <ul style="list-style-type: none"> - 2020 reporting - 2021 reporting 	Red Tape Reduction Reporting <ul style="list-style-type: none"> - February 1, 2021 (2020 progress) - February 1, 2022 (2021 progress) Financial Reporting <ul style="list-style-type: none"> - May 1, 2021 (2020 reporting) - May 1, 2022 (2021 reporting)

18

Municipal Stimulus Program (MSP)

Program Guidelines

Municipal Affairs, Government of Alberta

July 2020

Municipal Stimulus Program

www.alberta.ca/municipal-stimulus-program.aspx

19

Table of Contents

1. Guidelines	4
2. Program Objectives.....	4
3. Key Dates and Contacts	4
4. Submission Method	5
5. Funding Formula and Allocations	5
6. Program Eligibility and Conditions	6
6.1) Eligible Applicants.....	6
6.2) Eligible Projects	6
6.3) Red Tape Reduction.....	7
7. Application Process	8
7.1) Grouping Similar Assets.....	9
7.2) Use of Municipal Forces	9
7.3) Joint Projects	9
7.4) Use of Other Grants.....	10
8. Review and Approval Process	10
8.1) Provincial Standards.....	11
8.2) Requirements for Award of Contracts	11
9. Payment Process.....	12
10. Financial Reporting Requirements	12
10.1) Statement of Funding and Expenditures (SFEs)	12
10.2) Carrying Forward Funds	13
10.3) Credit Items	13
10.4) Income Earned	14
11. Site Visits	14
12. Communications and Project Recognition Requirements.....	14
Schedule 1: Entities Eligible for a Contribution	15

20

Schedule 2: Eligible Capital Project Activities	16
2.a) Construction and Development	16
2.b) Betterment	17
2.c) Rehabilitation	17
2.d) Non-routine Maintenance	17
2.e) Other	18
Schedule 3: Eligible Capital Project Assets	18
3.a) Municipal Roadways, Bridges, and Related Facilities and Equipment	18
3.b) Public Transit Facilities	19
3.c) Water Supply, Treatment, and Distribution Systems	19
3.d) Wastewater Collection and Treatment Systems	19
3.e) Storm Water Drainage Systems and Facilities	20
3.f) Solid Waste Management Facilities and Equipment	20
3.g) Police, Fire and Emergency Services	20
3.h) Disaster Mitigation	21
3.i) Regional and Community Airport Facilities and Equipment	21
3.j) General Government and Administration	21
3.k) Public Health and Welfare	22
3.l) Parks, Recreation, Sports, and Other Community Facilities	22
3.m) Libraries	22
Schedule 4: Ineligible Capital Projects Activities	23
4.a) Acquisition	23
4.b) Functional Planning, Studies, and Infrastructure Management Systems	24
4.c) General Government and Administration	24
4.d) Operating Support	24
4.e) Other	25

21

1. Guidelines

These guidelines are intended to assist local governments in participating in the Municipal Stimulus Program (MSP) and in complying with the program terms and conditions. Local governments include municipal authorities, Metis Settlements, and the Townsite of Redwood Meadows (referred to as 'municipalities' in these guidelines).

2. Program Objectives

Through the MSP, the Government of Alberta (GOA) is providing additional capital infrastructure funding to municipalities with the primary objective to sustain and create local jobs; enhance provincial competitiveness and productivity; position communities to participate in future economic growth; and reduce municipal red-tape to promote job-creating private sector investment.

3. Key Dates and Contacts

ACTIVITY	TIMELINE
Project Application Submission	Submit by October 1, 2020
Executed Memorandum of Agreement	Submit with first project application (by October 1, 2020)
2020 Payment	Upon project acceptance (payments anticipated to commence in September 2020)
2021 Payment	Once reporting requirements are met (anticipated to commence in May 2021)
Statement of Funding and Expenditures (SFE)	Due May 1, 2021 for 2020 expenditures Due May 1, 2022 for 2021 expenditures
Red Tape Reduction Report	Due Feb 1, 2021 for progress made in 2020 Due Feb 1, 2022 for progress made in 2021

Please contact a Grant Advisor at 780-422-7125 (toll-free 310-0000) or email MA.Municipalstimulus@gov.ab.ca if you have any questions or concerns.

22

4. Submission Method

The project application form and the Memorandum of Agreement (MOA) will be emailed to municipalities.

The application form(s) must be signed by the Chief Administrative Officer (CAO) or an authorized representative before being returned to Municipal Affairs. Municipalities are strongly encouraged to sign the forms with a digital signature and return them in their original PDF format by e-mail to MA.MunicipalStimulus@gov.ab.ca.

The MOA must be signed by the Chief Elected Official and CAO or duly authorized signing officer. Municipalities should complete the MOA, including witnesses for each signatory, and scan and submit them via email to MA.MunicipalStimulus@gov.ab.ca. **Project applications will not be forwarded to the Minister until an executed MOA is received.**

Municipalities are strongly encouraged to submit all project applications at one time.

The SFE form and the outline for the Red Tape Reduction report will be made available to municipalities at a later date.

Questions related to the submission of the application, the Memorandum of Agreement, or reporting documents can be directed to a Grant Advisor by calling 780-422-7125 (toll-free 310-0000) or MA.MunicipalStimulus@gov.ab.ca.

5. Funding Formula and Allocations

MSP funding is allocated to municipalities based on a funding formula. Municipalities must commit their funding allocation to one or more projects by October 1, 2020, or risk losing access to their allocation. Municipalities must also spend all allocated funding on an accepted project(s) by December 31, 2021 (see Section 10.2).

Each municipality active as of July 1, 2020, will have access to a funding amount allocated on a per capita basis, according to the 2019 Municipal Affairs Population List. Municipalities with smaller populations will have access to a minimum allocation of \$50,000, with the exception of summer villages, which will have access to a base allocation of \$5,000, in addition to the per capita amount. The Minister retains the authority to exclude Improvement Districts that do not have advisory councils and have limited capital infrastructure needs from the funding allocation formula.

23

Municipalities will lose access to any portion of their allocation that is not committed to an accepted project submitted as of October 1, 2020. The disposition of any uncommitted funding after October 1, 2020, will be at the discretion of the Minister.

6. Program Eligibility and Conditions

6.1) Eligible Applicants

For program purposes, an eligible applicant is referred to as a 'municipality' and includes any city, town, village, summer village, specialized municipality, municipal district, improvement district, special area, Metis settlement, and the Townsite of Redwood Meadows Administration Society.

Applicants may contribute funds to other eligible entities for eligible MSP projects that provide a municipal service or benefit and do not limit public access. A list of entities eligible for a contribution is provided in Schedule 1. If a municipality contributes funds to such an entity, the municipality remains responsible for all program terms and conditions described in these guidelines, including the need to report on project expenditures.

6.2) Eligible Projects

MSP funding is limited to projects that would not go forward in the absence of support through the stimulus program.

Project eligibility is similar to the Municipal Sustainability Initiative (MSI), with modifications to ensure projects meet stimulus program objectives. Eligible project categories include construction, betterment, rehabilitation and non-routine maintenance of roads, bridges, water and wastewater systems, public transit, and recreation. A detailed list of eligible activities and project categories is provided in Schedules 2 and 3.

Land acquisition costs, system-wide infrastructure studies and management software, functional planning, and purchase of rolling stock and other equipment are not eligible for MSP funding. For a list of ineligible expenditures, see Schedule 4.

Construction of eligible projects must begin in calendar year 2020 or 2021. Projects do not need to be complete by the end of 2021. MSP funds must be expended by the end of 2021, but longer-term projects can continue with funding from other sources.

Projects previously submitted under the MSI and/or federal Gas Tax Fund (GTF) are not eligible for MSP funding. Municipalities are not permitted to withdraw MSI and GTF projects to gain eligibility for the MSP.

24

In addition, operation of assets constructed with support from the MSP must not require dedicated funding from the province (for example, affordable housing projects with provincial operating funding implications).

6.3) Red Tape Reduction

Municipalities must commit to submitting an annual Red Tape Reduction report for each of 2020 and 2021 indicating how they have made progress in at least one of the following areas, including a qualitative description of specific actions taken:

- What steps have been taken to make it easier to start up a new business in the municipality?
- What steps have been taken to streamline processes and shorten timelines for development and permit approvals?
- What steps have been taken to make the municipality a more attractive destination for new investment and/or tourism?

Red tape reduction reports are separate from the Statement of Funding and Expenditures described in section 10. Municipalities will be required to submit the annual red tape reduction report in a prescribed format, which will require municipalities to identify how they have reduced red tape from among several provided options, or they may identify their own actions. Municipalities will also be required to provide relevant metrics and/or a qualitative description of specific actions they have taken. The template for the red tape reduction report will be made available to municipalities at a later date.

The first red tape reduction report must be signed by the CAO and submitted to the province by February 1, 2021, describing progress in the above categories in the 2020 calendar year.

The second red tape reduction report must be signed by the CAO and submitted to the province by February 1, 2022, describing progress in the above categories in the 2021 calendar year. All municipalities, including those that completed and fully funded all of their projects in 2020, must submit the 2021 report.

While municipalities may undertake actions based on their own circumstances and priorities, the Minister retains authority to require a refund for any funding provided if municipalities fail to undertake and report on satisfactory actions to reduce red tape.

7. Application Process

Each eligible applicant may submit a maximum of five project applications. The total amount of funding sought from the MSP must not exceed the initial allocation amount.

All project applications must be submitted on the prescribed application form by October 1, 2020. If a municipality does not have sufficient accepted projects submitted as of October 1, 2020, any uncommitted portion of funding remaining may be reallocated or otherwise disposed of at the discretion of the Minister.

Project applications should include sufficient information to determine project eligibility and must include an attestation that the projects would not go ahead this year or next year in the absence of support through the MSP.

Municipalities must also attest that the project will not result in municipal tax increases, whether through a municipal contribution to the construction of the project or through increased operating costs associated with the resulting capital asset. Municipalities may be asked to demonstrate how they intend to fund a municipal contribution to the project, or how they will support operating expenses associated with the resulting capital asset. These must be funded through means other than increasing property taxes, such as through budget reductions in other areas, user fees, or other grant programs.

For each project, the application form must be fully completed and must include the following information:

- a description of the project (including the proper name of the resulting asset, a summary of project activities, and sufficient detail to determine that the project meets eligibility requirements);
- a description of how the project aligns with the MSP objectives (identified in section 2);
- project timelines (including estimated project start and completion dates);
- estimated project costs by year of expenditure; and
- where applicable, partnerships (including municipal partner names).

Applications must be signed by the CAO, or duly authorized authority, who certifies that the information is correct and in accordance with the program guidelines and funding agreements. Digital signatures are encouraged.

Project amendments are not permitted under the MSP.

26

If an accepted project is completed at a lower cost and requires less MSP funding, the funding reduction must be indicated at the time the completed project is reported on the Statement of Funding and Expenditures and the over-funded amount must be applied to other accepted MSP projects or refunded to the GOA.

If costs for an accepted project increase and the municipality has sufficient MSP funding remaining from other MSP projects completed under budget (i.e., funding that has already been paid to the municipality), available MSP funding can be applied to the project with increased costs. If such funding is not available, the project cost increase must be fully covered using funding sources other than MSP.

7.1) Grouping Similar Assets

A separate application is required for each capital asset, except where assets can be grouped together because they are related to the same system (road construction and replacement of associated sidewalks, water and wastewater lines). A system is a group of independent but interrelated elements that share functional or structural relationships, which comprise a unified capital asset, and where the function of an independent component impacts the functioning of the entire system.

See Schedule 2 and 3 for a complete list of project activities and assets that qualify for MSP funding. Schedule 4 outlines ineligible activities.

7.2) Use of Municipal Forces

Costs related to the use of municipal forces (i.e., staff and equipment) is not eligible for MSP funding, unless the municipality is unable to secure a private sector vendor to carry out the project.

In the event that no reasonable alternative vendor is available to carry out the project and municipal forces will be required, the municipality must declare so on the project application. In these circumstances, eligible costs can include all labour costs, including benefits, attributable to work carried out on- and off-site (see Schedule 2). Labour costs associated with general municipal administration of the project are not eligible.

7.3) Joint Projects

Projects that involve funding from more than one municipality should identify all contributing parties in the application.

Each municipality must submit an application for its own portion of the project to be funded by MSP. The municipality that is directly responsible for the project should include the complete

27

financial information (total project costs), listing the contributions of the other municipality(ies) in the "Other Funding Sources" line of the application financial grid. The other contributing municipality(ies) should include only its portion/contribution of these costs.

7.4) Use of Other Grants

Use of other grants is not permitted under the MSP, unless the municipality applied for funding under the other grant program after the MSP project has been accepted, and doing so is allowed by that program.

For example, a municipality may supplement MSP funding with MSI or GTF funding but only if the MSI/GTF application is submitted after the MSP project is accepted. For example, if the total project costs are \$1 million, and the project was accepted under MSP for \$800,000, the municipality may subsequently submit an MSI and/or GTF project application to fund the remaining \$200,000.

When choosing to use multiple grant funding sources, it is the municipality's responsibility to understand the separate requirements of each grant program. More information about the requirements of other provincial grant programs can be found on the Municipal Grants Web Portal at www.alberta.ca/municipalities-funding.aspx.

8. Review and Approval Process

Program staff will review each project to ensure it meets the requirements outlined in these guidelines.

Municipalities should ensure all relevant sections of the application form are completed to facilitate a faster and more efficient review process. Municipalities will be contacted by a Grant Advisor if the project review process warrants follow-up and will be required to respond within 10 business days or by October 1, whichever is earlier. If a response is not received within 10 business days, the project in question will be withdrawn and the municipality will be notified of the project withdrawal by email.

Project recommendations will be forwarded to the Minister once the submitted project applications are reviewed and an executed Memorandum of Agreement is received. **The Minister will review all projects against the program objectives and eligibility criteria. Decisions by the Minister regarding project status are final.**

Municipalities will be advised of project status via email.

28

Municipalities may proceed with a project in anticipation that it will be accepted for MSP funding. However, if the project is deemed ineligible, the municipality remains responsible for all financial obligations it has undertaken with respect to the project.

8.1) Provincial Standards

It is expected that MSP-funded projects undertaken by municipalities will comply with provincially regulated standards. For example, MSP-funded projects involving regional water and wastewater systems should appropriately align with the *Environmental Protection and Enhancement Act*, administered by Alberta Environment and Parks. Where an MSP project includes work on a highway under provincial jurisdiction, the municipality must enter into a separate agreement with Alberta Transportation to carry out the work and/or receive permission to access the highway right-of-way. Grant advisors may request confirmation of the agreement.

8.2) Requirements for Award of Contracts

All calls for proposals or tenders for projects to be funded under MSP shall be carried out in accordance with the rules, regulations, and laws governing such activities and in accordance with the best current practices. They must also be advertised in accordance with the guidelines of the New West Partnership Trade Agreement (NWPTA) (www.newwestpartnershiptrade.ca), effective July 2010, and the Canadian Free Trade Agreement (CFTA) (www.cfta-alec.ca/agreement-on-internal-trade).

The municipality may award contracts for planning, design, engineering, and architectural services for a municipal capital infrastructure project based on best overall value consistent with the municipality's policies.

The municipality may award contracts for the construction of a municipal capital infrastructure project by public tender based on either unit prices or lump sum amounts. The MSP does not require municipalities to award projects to the lowest tender and does not prohibit municipalities from using a process that qualifies suppliers prior to the close of call for tenders where the process is consistent with the CFTA and NWPTA.

Where a municipality has been unable to secure a private sector vendor, or anticipates that this will be the case, the municipality may utilize its own forces, including municipal staff and equipment, in accordance with section 7.2.

29

9. Payment Process

MSP payments are based on annual cash flow requirements for accepted projects, meaning that if payment conditions are met, the amount paid in 2020 is based on the cash flow required in 2020 and the amount paid in 2021 is based on the cash flow required in 2021. Municipalities with cash flow requirements in 2020 will be paid shortly after project acceptance.

MSP payments are conditional on execution of the MSP Memorandum of Agreement governing the funding process, and the 2021 payment is also conditional on receiving the red tape reduction report (due February 1, 2021) and certification of the 2020 SFE (due May 1, 2021).

For example, a municipality has been allocated \$1 million in MSP funding and has two accepted projects: one with MSP funding of \$600,000 to be completed in 2020 and the other with MSP funding of \$400,000, with \$50,000 in design costs to be incurred in 2020 and \$350,000 in construction costs to be incurred in 2021.

- The total payment to this municipality in 2020 will be \$650,000, conditional on execution of the funding agreement.
- The remaining \$350,000 will be paid in May of 2021, conditional on certification of the 2020 Statement of Funding and Expenditures and receipt of the 2020 Red Tape Reduction report.

10. Financial Reporting Requirements

10.1) Statement of Funding and Expenditures (SFEs)

By May 1 of the following program year, each municipality is required to submit an SFE that reports the previous program year's expenditures (e.g., the 2020 SFE is due by May 1, 2021).

The SFE form will be made available to municipalities at a later date, and will capture information such as the amount of MSP funding spent on each approved MSP project in the preceding year.

Municipalities will be required to report on the amount of MSP funding spent on the approved capital asset, regardless of whether the project is undertaken by the municipality, a different municipality, or a different entity listed in Schedule 1.

For example, if a municipality contributes funds to a Regional Service Commission to undertake a water distribution project, the municipality must report on how much funding was spent on the project and not on the amount of funding contributed to the Regional Service Commission.

30

As part of the SFE, municipalities will also be required to provide basic information regarding the resulting capital asset for each completed project, which the government will use in measuring the performance of the program.

All projects listed on the SFE must be accepted by the Minister.

The municipality must maintain separate accounting records for MSP grant funds.

All supporting documentation, such as reports, drawings, and invoices for each project must be retained by the municipality for a minimum of three years following completion of the project. SFEs may be subject to a review by the Provincial Auditor General.

SFEs must be submitted electronically by the CAO or an authorized representative of the municipality. SFE reporting requirements are separate from the Red Tape Reduction report described in section 6.3.

10.2) Carrying Forward Funds

MSP funding paid to municipalities in 2020 and not expended in the current year may be carried forward to 2021. **Any funding carried forward to 2021 must be expended on an accepted project before December 31, 2021.**

If any MSP funding paid to municipalities has not been fully expended by December 31, 2021, it must be refunded to the GOA.

Time extensions for unspent MSP funds will not be granted.

10.3) Credit Items

When MSP funding results in net proceeds to the municipality, within five years of project completion, these proceeds will have to be returned to the GOA.

These credit items can include:

- net proceeds (to a maximum of grant applied) from the sale of land bettered (i.e., rehabilitated, reclaimed or remediated) with MSP funds;
- appraised value of unsold land bettered (i.e., rehabilitated, reclaimed or remediated) with MSP funds, but not required for the project;
- net proceeds (to a maximum of the grant amount applied) from the sale of capital assets constructed with MSP funds;
- net proceeds from an insurance claim on capital assets constructed with MSP funds; and

31

- net salvage value (to a maximum of grant applied) on disposal of any asset purchased with MSP funds, or from any material obtained from removal or demolition of any structure or any part of a facility constructed with MSP funds.

10.4) Income Earned

The municipality may invest and earn income on all unexpended MSP funds, subject to the provisions of Section 250 of the *Municipal Government Act*. The amount of income earned on these funds must be applied to eligible costs of accepted MSP projects.

11. Site Visits

Following program completion, Municipal Affairs program representatives may select and visit a number of municipalities to discuss the MSP specific to a completed project and the overall experience with the program.

12. Communications and Project Recognition Requirements

Signage for MSP funded projects must follow the GOA signage guidelines found at www.alberta.ca/goa/standards/standards-and-reference-documents.aspx (refer to the Capital project signage section of the Visual Identity Manual).

Costs associated with communications and project recognition required to meet GOA signage guidelines are eligible for MSP funding (see Schedule 2e).

To discuss project recognition options or communications requirements, please call Municipal Affairs at 780-422-7125, toll free by first dialing 310-0000, or email MA.MunicipalStimulus@gov.ab.ca.

32

Schedule 1:

Entities Eligible for a Contribution

Applicants may contribute funds to the following eligible entities:

- non-profit organizations, as defined in Section 241 of the *Municipal Government Act (MGA)* (i.e., a society, credit union or co-operative established under a law of Canada or Alberta; a corporation that is prohibited from paying dividends to its members and distributing the assets to its members on a winding up; or any other entity established under a law of Canada or Alberta for a purpose other than to make a profit).
- libraries and library systems established under the *Libraries Act*;
- regional services commissions established under Part 15.1 of the *MGA*;
- controlled corporations as defined in Section 241 of the *MGA*; and
- provincial agencies, crown-controlled school jurisdictions, universities, colleges, technical institutes, the Alberta Health Services Board, and other health boards, excluding charter schools and school societies that are included in the GOA annual report.

When contributing to a non-profit organization, the municipality must bind the organization to all MSP conditions and obligations that apply to the municipality with respect to the project, including adherence to provincial regulations/standards and Municipal Affairs access to project records; and maintain adequate control over public access to the asset, or over the municipal service that it provides.

It is recommended the municipality enter into a binding legal agreement with the non-profit organization to protect the municipal interest in the asset or facility and to meet the obligations of the certification. Municipal Affairs does not require a copy of this agreement.

33

Schedule 2: Eligible Capital Project Activities

Costs directly related to, and in support of the following activities are eligible for MSP capital funding, where the activity is associated with an eligible asset defined in Schedule 3.

2.a) Construction and Development

- Engineering and architecture, including design, tender preparation and advertising, if part of an accepted construction project.
- Construction supervision. Where capital projects are constructed or developed using municipal staff, all labour costs, including benefits, attributable to work carried out on and off the construction site, as follows:
 - On-site costs: site supervision; operating, leasing, maintenance, and insurance costs attributable to municipal construction equipment used at the construction site; and equipment mobilization and demobilization costs.
 - Off-site costs: staff and space costs associated with off-site design and construction of project components that are subsequently installed on site; off-site construction supervision, material requisitioning and site monitoring; and off-site general project management including contract management, purchasing and procurement of materials and services, project scheduling, and budget monitoring.
- Where capital projects are constructed or developed using construction equipment that is owned or leased by the municipality, the following costs are eligible:
 - costs of locating the equipment at and removing the equipment from the construction site (mobilization and demobilization).
 - all operating, leasing, maintenance, and insurance costs attributable to the use of the construction equipment at the construction site.
- Restoration of grass standard landscaping in areas disturbed by construction or reconstruction of infrastructure facilities.

34

2.b) Betterment

The enhancement of the service potential of a capital asset (including land) that results in an increase in physical output or service capacity, lowering of associated operating costs, extension of the useful life, or improvement in the quality of output, including:

- Land betterment (i.e. rehabilitation, reclamation, and remediation) on land owned by a municipality or eligible entity, where the land is intended for a specific, eligible capital asset; or the betterment activities are intended to address/mitigate health and safety concerns (with or without a resulting capital asset).
- Significant enhancements or improvements for the safety of users of transportation or other municipal infrastructure system.
- Energy efficiency upgrades.

2.c) Rehabilitation

The complete replacement or rebuilding of a major component of a capital asset (including land) to extend its useful life beyond the original expected or design life. Project examples include:

- Repaving or re-gravelling a road surface.
- Replacing or re-lining a section of water or wastewater line between logical system nodes or intersections.
- Replacing the roof or the heating, ventilation and air conditioning (HVAC) system of a building.
- Substantial reconstruction of the interior of a building.

2.d) Non-routine Maintenance

Any non-routine, but recurring activity necessary to ensure that an asset reaches its normal design life and/or retains an acceptable appearance throughout its life, such as:

- Painting or refinishing of building components.
- Repair or replacement of individual parts of an infrastructure asset's major components or systems, such as repairing cracks and holes in a road, repairing or replacing sections of water or wastewater lines, replacing the compressor in a building's air conditioning system.
- Aggregate loss activities such as dust abatement, or sealant application.

35

2.e) Other

- Relocation and adjustment of associated utilities, including gas and electric utilities.
- Communications and project recognition costs for MSP-funded projects required to meet GOA signage guidelines.
- Other capital infrastructure costs as may be deemed appropriate by Municipal Affairs.

Schedule 3: Eligible Capital Project Assets

Costs directly related to, and in support of the following assets are eligible for MSP capital funding, where the asset is associated with an eligible activity defined in Schedule 2.

The Minister will assess all projects against the program objectives and eligibility criteria when reviewing project applications. Regardless of the examples below, final decisions on project eligibility are at the Minister's sole discretion.

3.a) Municipal Roadways, Bridges, and Related Facilities and Equipment

- Roadways, bridges, and related structures [including costs associated with aggregate purchase, abatement, hauling, crushing and storage (pit or facility), and the application of new gravel to roadways and/or non-routine re-grading of existing gravel back onto roadways]
- Railway or Light Rail Transit (LRT) grade separations and roadway crossings
- Other ancillary works such as sidewalks, commuter bikeways, lighting and energy efficient retrofitting, traffic control signals, pedestrian signals, storm drainage, and utility relocations
- Traffic management projects such as major intersection improvements, major traffic signal coordination, etc.
- Noise attenuation devices as a part of a qualifying project, and rehabilitation of existing noise attenuation devices on qualifying roadways or transit ways, consistent with the municipality's noise attenuation policy
- Pedestrian trail systems along roadways

36

- Parking facilities
- Snow dump sites and snow storage facilities

3.b) Public Transit Facilities

- LRT lines, station structures, park and ride facilities, and LRT maintenance facilities. LRT lines must be designated in the municipality's transportation system bylaw
- Major public transit terminals and transit garages
- Comprehensive transit-stop retrofit programs to achieve a "barrier free path of travel" to accessible transit services
- System-wide capital transit improvement or betterment projects
- Major capital transit security devices, communication equipment, and other public safety enhancements

3.c) Water Supply, Treatment, and Distribution Systems

- Raw-water supply lines and storage facilities (reservoirs)
- Water treatment facilities
- Water quality management and monitoring systems (e.g. SCADA system), if part of a larger project
- Water pumping facilities
- Treated-water supply lines, storage facilities and related works
- Water distribution system extensions, betterment, and replacements, including individual services to the property line

3.d) Wastewater Collection and Treatment Systems

- Wastewater collection system extensions, betterment, and replacements, including service mains to the property line
- Wastewater pumping facilities and lift stations
- Wastewater lines from the collection system to the wastewater treatment facilities

37

- Wastewater treatment facilities
- Outfall wastewater lines from wastewater treatment facilities to the point of discharge or disposal and related works

3.e) Storm Water Drainage Systems and Facilities

- Storm water ditches and major relocation of existing storm water ditches
- Storm water or waterway flooding containment structures
- Storm water collection lines including service lines, and catch basins
- Storm water retention ponds and treatment facilities
- Outfall storm water to the point of discharge or disposal and related works

3.f) Solid Waste Management Facilities and Equipment

- Waste collection depots
- Recycling and material recovery facilities
- Organics management systems
- Thermal treatment systems
- Waste disposal landfills

3.g) Police, Fire and Emergency Services

- Police stations
- Police training facilities
- Fire halls
- Fire training facilities
- Emergency operations centres
- Emergency vehicle storage and administration facilities
- Multi-service emergency response facilities

- Rural signage systems
- Ambulance stations

3.h) Disaster Mitigation

- Infrastructure that reduces or eliminates long-term impacts and risks associated with natural disasters, for example:
 - Infrastructure to manage and control flood water movement, including floodwalls and flood gates
 - River stabilization infrastructure, including spurs, berms and ripraps
 - Development of fire breaks

Note: excludes normal routine, maintenance and operational work (e.g., dredging of sediment, gravel removal, debris traps, etc.)

3.i) Regional and Community Airport Facilities and Equipment

- Primary runway, cross-wind runways, secondary runways and taxiways, and runway extensions
- Aprons
- Primary taxiway from main/terminal apron to runway
- Airport buildings, including terminals and storage areas/sheds
- Development areas, access roads, fencing and drainage
- Lighting and navigation equipment

3.j) General Government and Administration

- Public works facilities
- Maintenance equipment buildings
- Sand and salt storage sheds
- Animal control facilities and shelters

39

- Fuel storage tanks
- Operational services buildings
- Telecommunication infrastructure (e.g., fibre optic or copper cable, radio, cell towers, satellite links)

3.k) Public Health and Welfare

- Daycare centres
- Seniors' centres
- Family and community support facilities
- Youth centres
- Cemeteries

3.l) Parks, Recreation, Sports, and Other Community Facilities

- Recreational and sports facilities, including baseball diamonds, swimming pools, ski areas (except for those that serve professional or semi-professional sport facilities that are primarily commercial operations)
- Campground facilities
- Playgrounds and equipment
- Permanent park facilities
- Public wharves, docks, and piers
- Trail systems
- Other projects may be eligible at the Minister's sole discretion.

3.m) Libraries

- Library buildings

40

Schedule 4:

Ineligible Capital Projects Activities

The following activities whether related to, or in support of a capital asset are not eligible for MSP capital funding. See Schedule 2 for eligible capital project activities and Schedule 3 for eligible capital assets.

4.a) Acquisition

- Purchase or replacement of vehicles and equipment including:
 - Transit vehicles, LRT vehicles, "low-floor" standard buses, "low-floor" articulated buses, and accessible community public transit vehicles
 - Solid waste and recycling collection container systems, Waste transfer vehicles, landfill compactors, loaders, and material handlers
 - Fixed central communications and computerized information management hardware and software that is integral to the delivery of police services, Peace officer vehicles, Police vehicles under municipal jurisdiction
 - Specialized firefighting and rescue vehicles, specialized firefighting and rescue protective equipment, and fixed central communications and computerized information management hardware and software that is integral to the delivery of fire services
 - Emergency response telephone systems, portable emergency power generators, and fixed central communications and computerized information management hardware and software that is integral to the delivery of emergency services
 - Ground ambulances, as well as basic on-board equipment necessary for vehicle functionality
 - Fixed central communications and computerized information management hardware and software that is integral to the delivery of ambulance services
- Purchase or replacement of heavy equipment
- Purchase or replacement of ancillary or small equipment used to provide services in connection with an infrastructure asset, such as appliances, furniture, remote data access terminals, meter reading devices, radios, equipment location devices, and geographic positioning systems

41

- Purchase or replacement of cars and other fleet vehicles
- Purchase of land and rights-of-way, and any associated legal and survey fees

4.b) Functional Planning, Studies, and Infrastructure Management Systems

- Functional plans, studies, and system-wide reviews that directly relate to capital infrastructure
- Infrastructure management systems capable of recording and retrieving information on various types of infrastructure, including key infrastructure characteristics and condition, on a consistent basis to assist systematic infrastructure planning and management, and collection and input of data

4.c) General Government and Administration

- Construction, betterment, rehabilitation and non-routine maintenance of municipal halls or administrative buildings
- General municipal administration activities
- Planning expenditures not directly related to specific capital infrastructure
- Public relations, stakeholder relations, partnership and governance development, communication/media services, and grant funding application and reporting activities
- Management of programs to monitor/maintain existing facilities and components of facilities

4.d) Operating Support

- Routine maintenance, including any routinely scheduled, recurring, or superficial activity necessary to ensure that an asset reaches its normal design life and/or retains an acceptable appearance throughout its life, such as:
 - vehicle servicing or oil changes
 - snow sweeping/removal (including provincial highways)
 - cleaning of buildings or facilities
 - the operation of facility mechanical systems
- IT software purchases i.e. Muniware

42

- Goods and Services Tax (GST)
- Depreciation or amortization
- Loan Fees
- Operating costs

4.e) Other

- Land betterment (i.e., rehabilitation, reclamation, remediation) where the land is intended for resale
- Land betterment where the land is not intended for a specific eligible capital asset, nor is the land being bettered to mitigate/address health and safety concerns
- Constructing or developing subdivisions, except for some typical subdivision development costs, such as road and sidewalk construction, water and wastewater lines to the property lines, and purchase of transportation and utility corridor rights-of-way
- Project costs structured to be financed by an established, long-term funding strategy (e.g. Off-site or Community Revitalization levies)
- Borrowing costs
- Water license costs
- Costs funded under other grant programs
- Beautification and cosmetic activities, including fixed permanent artistic components of buildings and facilities, community welcome signs, and decorative lighting
- Professional or semi-professional sport facilities that are primarily commercial operations, such as those that serve major junior hockey leagues
- Relocation and adjustment of associated utilities, including gas and electric utilities
- Projects previously submitted under the MSI or GTF
- Projects that will create new operational funding requirements for the province
- Projects that will require dedicated operational funding from the province

43

Municipality Information	
Municipality Name	.
Contact Name	
Telephone	
Date	

Office Use Only
Municipal Code

Please refer to the Municipal Stimulus Program (MSP) guidelines for more information to assist you in completing this application.

Submission

This application form, program guidelines and additional program information are available on the MSP website at <https://www.alberta.ca/municipal-stimulus-program.aspx>. Municipalities are required to commit to the conditions stated in the guidelines including red tape reduction efforts to incentivize new, job-creating private sector investment.

- Applicants are permitted to submit a maximum of five projects for consideration.
- Submit one application per project. The completed application form must be saved and emailed to ma.municipalstimulus@gov.ab.ca.
- Electronic signatures will be accepted.
- All application details must be completed before submitting the form.
- Applicants are encouraged to save a copy of the completed form for their own records.
- Project applications must be submitted by October 01st, 2020. Please note that this is the first intake deadline and late applications will not be accepted.
- Municipalities must attest that the project will not result in municipal tax increases.

Submit the completed application form to:

Alberta Municipal Affairs
Grant and Education Property Tax Branch
Email: ma.municipalstimulus@gov.ab.ca

If you have any questions, please call (780) 422-7125 or toll-free by first dialling 310-0000.

Legal Statement

The personal information you are providing on this form is being collected to support the administration of the Municipal Stimulus Program and is authorized under section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act. The personal information will be managed in accordance with the privacy provisions of the FOIP Act. If your grant application is approved, your name, the grant program and the amount of the grant may be published on the Government of Alberta Grant Disclosure Portal as authorized under section 40(1)(b) and (f) of the FOIP Act. Should you have any questions concerning the collection of this information, please contact the Grants and Education Property Tax Branch at 780-422-7125 or by writing to the Grant Program Delivery Director, 15th Floor, Commerce Place, 10155 - 102nd Street, Edmonton, Alberta, T5J 4L4.

44

Project Information

1. Project Name: _____
2. Project Description: Please provide sufficient details including specific asset, activities, major works and location that clearly demonstrate project eligibility (*See Municipal Stimulus Program Guidelines*).

3. Project Objectives: Please provide sufficient details to determine alignment with the program objectives (*See Municipal Stimulus Program Guidelines, section 2*).

4. Estimated construction start date: _____ 5. Estimated construction end date: _____

6. Please provide the type of capital project and associated details of the capital project.

Functional Category of Project	Resulting Capital Asset	Quantity	New	Rehab	Replace
.	.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
.	.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
.	.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
.	.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7. Will the project involve the use of municipal forces to carry out the project? (See MSP Capital Funding Guidelines). *If Yes, I certify that there are no private forces available to carry out the project.* ☐ Yes ☐ No

8. Is the project a joint-project/multi-jurisdictional project? ☐ Yes ☐ No

If you have answered yes to question 8, please complete the table below.

- 8a. Identify each partner's financial contribution to the municipal share of project cost. Total percentage must equal 100%.

Municipality/Partner Name		% of Total Project Cost
A	.	0.0%
B	.	0.0%

9. Would this project have gone ahead this year or next year in the absence of support through the MSP? ☐ Yes ☐ No

10. By checking this box I certify that any municipal expenses associated with this project, including any municipal capital contribution and any operating cost associated with the resulting asset, will not be funded through increases in municipal property taxes.

☐

45

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

Subject: 2020 AUMA Convention registration open!

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

Date: 7/17/20 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:

47

- **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

48

2020 AUMA Convention - *Together We Can!*

Join Alberta's elected officials, administrators, and business partners from the comfort of your home for the 2020 AUMA Convention, September 24th & 25th.

While our approach in changing, the content will be better than ever! This year's Convention will include:

- 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 virtual event

Wednesday, September 23:

Evening Welcome: 6:30 pm to 7:30 pm

Thursday, September 24:

Morning program: 9:00 am to 12:00

Afternoon program: 1:00pm to 4:30 pm

Evening event: 5:30 pm to 8:00 pm

Friday, September 24:

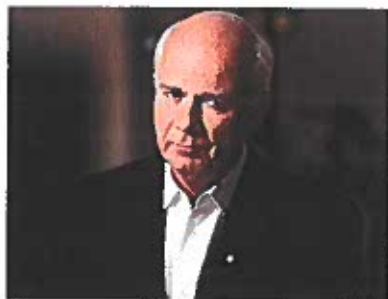
Morning only: 9:00 am to 12:30 pm

Please Note: Only Elected Officials representing regular member municipalities are permitted to vote during both elections and resolutions. A unique voting ID will be provided to each elected officials registered as a participant. Elected officials **MUST** be registered as an attendee to receive voting credentials.

Member registration fee: \$100

Non-member registration fee: \$200

Opening Keynote Speaker - Peter Mansbridge



PETER MANSBRIDGE is one of Canada's most respected and recognizable figures. For five decades, including his 29 years as the anchor of CBC's *The National*, he has guided us through the political, economic, and cultural events that have shaped the country. Through a unique lens of journalistic expertise, Mansbridge offers us guidance on how to cultivate trust, take pride in our heritage, and navigate leadership through times of upheaval.

Stay tuned for more speaker and entertainer announcements coming soon ...

DETAILS

WHEN

Thursday, September 24, 2020 - Friday, September 25, 2020

9:00 AM - 4:30 PM

Mountain Time

WHERE

Virtual Event

Alberta

Canada

780-431-4528

49

REGISTRAR
Maeagan Sheskey

AUMA CONVENTION REFUND POLICY

2020 AUMA Convention Cancellation Policy

Any written cancellation received prior to 4:30 pm MST on Tuesday, September 15, 2020 is eligible for a refund, less a \$10 cancellation fee.

Written notice includes letter, fax or email. Emails can be sent to registration@auma.ca.

FOIP: The personal information on this form will be used for the purposes of managing the convention only. The information is protected by the provisions of the Alberta Freedom of Information and Protection of Privacy Act, unless otherwise consented to on the registrant information page.

50



COPY

City of **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

RECEIVED
JUL 14 2020

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.

51
.../2



OFFICE OF THE MAYOR

-2-

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.

52

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City of *Cold Lake*

OFFICE OF THE MAYOR

-3-

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



Summer Village of Island Lake

SUBDIVISION AND DEVELOPMENT APPEAL BOARD

Site 1, Box 157, RR 1, Onoway, AB T0E 1V0

July 29, 2020

Our File: 2019SDAB30-05

Via Email: pcm1@telusplanet.net

Mr. Tony Sonnleitner
Development Officer – Summer Village of Island Lake

**RE: NOTICE OF SUBDIVISION & DEVELOPMENT APPEAL BOARD HEARING DECISION
DEVELOPMENT PERMIT APPLICATION
PLAN 3857KS, BLOCK 14, LOT 13
159 LAKESHORE DRIVE, SUMMER VILLAGE OF ISLAND LAKE, AB (THE "LANDS")**

Please find the Subdivision and Development Appeal Board decision in regards to the development permit application for the Lands noted above.

Should you have any questions regarding this matter please contact Emily House, Clerk to the Subdivision and Development Appeal Board at emily@milestonemunicipalservices.ca

Sincerely,

Emily House
Subdivision and Development Appeal Board Clerk
emily@milestonemunicipalservices.ca
Phone: (780) 914-0997

/ejh

Cc W. Wildman, Summer Village of Island Lake – via email
M. Gallagher, Patriot Law – via email

54

**SUMMER VILLAGE OF ISLAND LAKE
SUBDIVISION AND DEVELOPMENT APPEAL BOARD**

SUBDIVISION & DEVELOPMENT APPEAL BOARD HEARING DECISION

Hearing:

October 16, 2019 – Postponed; November 18, 2019 – Postponed; April 8, 2020 – Postponed
Wednesday, July 15, 2020

File No. 2019SDAB30-05

Background:

The Subdivision and Development Appeal Board (the “Board”) heard an appeal by John and Carol Wasmuth regarding a decision not being rendered by the Development Authority for the Summer Village of Island Lake on a development permit application for the installation of a gravel pad, trailer placement and storage shed on lands described as Plan 3857KS, Block 14, Lot 13 : 159 Lakeshore Drive, Summer Village of Island Lake, Alberta (the “Lands”) and to seek approval for the development permit application.

The Board heard from the appellants, John and Carol Wasmuth, Legal Counsel for the Appellants, Kathleen Elhatton-Lake, Tony Sonnleitner, Development Officer for the Summer Village of Island Lake, and Legal Counsel for the Summer Village of Island Lake, Michelle Gallagher. Documents were provided to the Board, as follows:

- | | |
|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Exhibit 1 | Letter of Appeal – Submitted by John Wasmuth – Received September 28, 2019 and Request to postpone the October 16, 2019 Hearing – Submitted by John Wasmuth – Received October 8, 2019 |
| Exhibit 2 | Request to Postpone the November 18, 2019 Hearing – Submitted by Kathleen Elhatton-Lake – Received October 31, 2019 |
| Exhibit 3 | Request to Postpone the April 8, 2020 Hearing – Submitted by Kathleen Elhatton-Lake – Received March 15, 2020 |
| Exhibit 4 | Request to Postpone the April 8, 2020 Hearing – Submitted by Wendy Wildman, Summer Village of Island Lake – Received March 20, 2020 |
| Exhibit 5 | Development Officer’s Report – Submitted by Tony Sonnleitner – Received July 13, 2020 |
| Exhibit 6 | Summer Village of Island Lake Legal Counsel Submission – Submitted by Michelle Gallagher – Received July 13, 2020 |
| Exhibit 7 | Appellant’s Submission – Submitted by John and Carol Wasmuth – Received July 10, 2020 |
| Exhibit 8 | Appellant’s Legal Counsel Submission – Submitted by Kathleen Elhatton-Lake, Received July 10, 2020 |
| Exhibit 9 | Appellant’s Legal Counsel Additional Submission – Submitted by Kathleen Elhatton-Lake – Received July 15, 2020 |
| Exhibit 10 | Letters received by Emily House, Clerk for the Subdivision and Development Appeal Board opposing and in favour of the Appeal. |

**SUMMER VILLAGE OF ISLAND LAKE
SUBDIVISION AND DEVELOPMENT APPEAL BOARD**

SUBDIVISION & DEVELOPMENT APPEAL BOARD HEARING DECISION

Hearing:

October 16, 2019 – Postponed; November 18, 2019 – Postponed; April 8, 2020 – Postponed
Wednesday, July 15, 2020

File No. 2019SDAB30-05

Decision:

The Board determined that the appeal by the Appellants, John and Carol Wasmuth, shall be upheld for the following reasons and the Development Permit Application, Applicant: John and Carol Wasmuth, for the installation of a gravel pad, trailer placement and storage shed on lands described as Plan 3857KS, Block 14, Lot 13 : 159 Lakeshore Drive, Summer Village of Island Lake, Alberta (the "Lands") be approved with the following conditions:

- The proposed development be developed and located in conformance with the plans submitted with the development permit application.
- Be in compliance with the Summer Village of Island Lake's standard development permit conditions, as provided by the Development Officer for the Summer Village of Island Lake.
- The established development permit fee be paid to the Summer Village of Island Lake.

The Board grants the following variances for the proposed installation of a gravel pad, trailer placement and storage shed:

- The accessory building (shed) be approved with a variance from 1.2 m (3.90 ft.) from the side yard setback to 0.61 m (2.0 ft.)
- The recreational vehicle be approved with a variance from 1.5 m (5.0 ft.) from the rear yard setback to 0.61 m (2.0 ft.)

Reasons:

- (1) The Development Permit Application submitted by John and Carol Wasmuth was complete as it met the requirements of the *Municipal Government Act*, RSA 2000, c M-26 and the Summer Village of Island Lake's Land Use Bylaw No. 03-2012 to be deemed complete.

All documents were provided, or a reasonable attempt was made to provide all documents and requirements, as specified by the Summer Village of Island Lake's Land

56

**SUMMER VILLAGE OF ISLAND LAKE
SUBDIVISION AND DEVELOPMENT APPEAL BOARD**

SUBDIVISION & DEVELOPMENT APPEAL BOARD HEARING DECISION

Hearing:

October 16, 2019 – Postponed; November 18, 2019 – Postponed; April 8, 2020 – Postponed
Wednesday, July 15, 2020

File No. 2019SDAB30-05

Use Bylaw No. 03-2012 Part Two – Development Application and Appeal Process which states:

2.1 APPLICATION FOR DEVELOPMENT

- (1) An application for a development permit shall be made to the Development Authority in writing, in the form required by the Development Authority, and shall be accompanied by:
- (a) a site plan, to scale, in duplicate showing the legal description; the front, rear, and side yards, if any; any provision for vehicle parking and access to the site (refer to Figure 1 for a sample site plan);
 - (b) building dimensions including, but not limited to, the house, garage, decks and any covered structures such as car ports;
 - (c) the type and location of water supply and sewage and waste water disposal facilities;
 - (d) a statement of uses;
 - (e) a statement of ownership of the land and the interest of the applicant therein;
 - (f) the estimated commencement and completion dates;
 - (g) the estimated cost of the project or contract price;
 - (h) an application fee as established by resolution of Council; and
 - (i) any other information as required by the Development Authority.,

Additionally, no further correspondence was issued by the Development Authority to the appellant regarding a decision by the Development Authority that the application was incomplete, including any follow-up with the appellants inquiry on the amount of the permit fee, as required by the following:

Development applications Section 683.1 (6) of the *Municipal Government Act*, RSA 2000, c M-26 states:

57

**SUMMER VILLAGE OF ISLAND LAKE
SUBDIVISION AND DEVELOPMENT APPEAL BOARD**

SUBDIVISION & DEVELOPMENT APPEAL BOARD HEARING DECISION

Hearing:

October 16, 2019 – Postponed; November 18, 2019 – Postponed; April 8, 2020 – Postponed
Wednesday, July 15, 2020

File No. 2019SDAB30-05

- (6) If the development authority determines that the application is incomplete, the development authority must issue to the applicant a notice in the form and manner provided for in the land use bylaw that the application is incomplete and that any outstanding documents and information referred to in the notice must be submitted by a date set out in the notice or a later date agreed on between the applicant and the development authority in order for the application to be considered complete.

The Summer Village of Island Lake Land Use Bylaw No. 03-2012, Section 2.4 Development Permits and Notices state:

- (7) A decision of the Development Authority on a development permit application shall be given in writing and a copy of it sent to the applicant.

In addition, Section 683.1 (1), (3) and (4) of the of the *Municipal Government Act*, RSA 2000, c M-26 which states:

- (1) A development authority must, within 20 days after the receipt of an application for a development permit, determine whether the application is complete.
- (3) The time period referred to in subsection (1) may be extended by an agreement in writing between the applicant and the development authority or, if applicable, in accordance with a land use bylaw made pursuant to section 640.1(a).
- (4) If the development authority does not make a determination referred to in subsection (1) within the time required under subsection (1) or (3), the application is deemed to be complete.

58

**SUMMER VILLAGE OF ISLAND LAKE
SUBDIVISION AND DEVELOPMENT APPEAL BOARD**

SUBDIVISION & DEVELOPMENT APPEAL BOARD HEARING DECISION

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October 16, 2019 – Postponed; November 18, 2019 – Postponed; April 8, 2020 – Postponed
Wednesday, July 15, 2020

File No. 2019SDAB30-05

Furthermore, there was no evidence that the Development Permit Application was withdrawn by the appellant.

- (2) The proposed development meets the requirements of Summer Village of Island Lake's Land Use Bylaw No. 03-2012 and Land Use Bylaw Amendment No. 01-2018.

The following definitions in Part 7 of Land Use Bylaw No. 03-2012 were considered:

"accessory building" means a building separate and subordinate to the principal building, the use of which is incidental to that of the principal building and located on the same lot. Examples of accessory buildings include: legal outhouses, sheds, garages and detached car ports. Where a structure is attached to the principal building on a lot by a roof, an open or enclosed structure, a floor or a foundation, it is to be considered a part of the principal building and is not an accessory building

"building" includes anything constructed or placed on, in, over, or under land but does not include a highway or road or a bridge forming part of a highway or road

"development" means:

- (a) an excavation or stockpile and the creation of either of them; or
- (b) a building or an addition to or replacement or repair of a building and the construction or placing of any of them in, on, over or under land; or
- (c) a change of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the use of the land or building; or
- (d) a change in the intensity of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the intensity of use of the land or building

"discretionary use" means the use of land or a building provided for in this Bylaw for which a development permit may be issued upon an application having been made

59

**SUMMER VILLAGE OF ISLAND LAKE
SUBDIVISION AND DEVELOPMENT APPEAL BOARD**

SUBDIVISION & DEVELOPMENT APPEAL BOARD HEARING DECISION

Hearing:

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File No. 2019SDAB30-05

"permitted use" means the use of land or a building provided for in this Bylaw for which a development permit shall be issued upon an application having been made if the proposal satisfies the regulations of this Bylaw or provides the requirements as established by the Development Authority where, in this Bylaw, the Development Authority is given the authority and responsibility to establish requirements or regulations

"principal building" means a building which, in the opinion of the Development Authority:

- (a) occupies the major or the central portion of a lot; or
- (b) is the chief or main one among the buildings on a lot; or
- (c) constitutes by reason of its use the primary purpose for which the lot is used

"recreational vehicle" means a vehicular type unit primarily designed as temporary living quarters for recreational camping, or travel use, which either has its own motor power or is mounted or drawn by another vehicle. The base entries are, travel trailer, camping trailer, truck camper, fifth wheel and motor home

The Board determined that the gazebo and deck falls within the parameters of a principal building on the Lands based on that building, as defined, includes anything constructed or placed on, in, over, or under land and that a principal building, as defined, means a building which, in the opinion of the Development Authority:

- (a) occupies the major or the central portion of a lot; or
- (b) is the chief or main one among the buildings on a lot; or
- (c) constitutes by reason of its use the primary purpose for which the lot is used.

The gazebo and deck were approved in 2017 for development. The deck and gazebo are located in the central portion of the lot, is the chief or main one among the buildings and as this lot is used for recreational purposes it constitutes by reason, its use the primary purpose. The principal building was determined so that the validity of the

60

**SUMMER VILLAGE OF ISLAND LAKE
SUBDIVISION AND DEVELOPMENT APPEAL BOARD**

SUBDIVISION & DEVELOPMENT APPEAL BOARD HEARING DECISION

Hearing:

October 16, 2019 – Postponed; November 18, 2019 – Postponed; April 8, 2020 – Postponed
Wednesday, July 15, 2020

File No. 2019SDAB30-05

proposed development of a shed and placement of a recreational vehicle could be determined.

The proposed development of a shed, being an accessory building, as defined above, is a permitted use as stated in the Summer Village of Island Lake's Land Use Bylaw Amendment No. 01-2018 Section 5.2 R1 - Residential – Small Lot District:

(1) Permitted Uses

- Single Detached Dwelling
- Public utility Installations & uses
- Buildings and uses accessory to permitted uses

Discretionary Uses

- Guesthouses
- Home occupations
- Recreational Vehicles
- Mobile Homes
- Modular Homes
- Other uses, which in the opinion of the Development Authority, are similar to the above mentioned permitted and discretionary uses.

The proposed development of a shed also complies with Section 6.8 Garages and Accessory Buildings of the Summer Village of Island Lake's Land Use Bylaw Amendment No. 01-2018, with the exception of 6.8 (A)(1)(d).

A Within the R1 - Residential - Small Lot District:

1. Detached garages and accessory buildings shall be located according to the following:
 - a) The maximum total combined floor area of all accessory buildings upon the site shall be 111.5 sq. m. (1200 sq. ft.),
 - b) no closer to the front yard than the closest portion of the principal building,
 - c) a minimum of 2.0 m (6.56 ft.) from the principal building

(b1)

**SUMMER VILLAGE OF ISLAND LAKE
SUBDIVISION AND DEVELOPMENT APPEAL BOARD**

SUBDIVISION & DEVELOPMENT APPEAL BOARD HEARING DECISION

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File No. 2019SDAB30-05

- d) an accessory building shall be situated so that the exterior wall is at least 1.2 m (3.90 ft.) from the side boundaries and 1.0 m (3.28 ft.) from the rear boundary of the parcel,
 - e) an accessory building shall not be more than 6.7 m (22.0 ft.) in height, and shall not exceed the height of the main building,
 - f) where an accessory building is a garage, vehicle access doors shall be a minimum of 6.0 (20.0 ft.) from the property line with the roadway or lane.
 - g) no roof overhang shall be situated within 0.6 m (2.0 ft.) of the side and rear property boundary, and
 - h) an accessory building shall be located in such a manner that it does not encroach upon easements and rights-of-way.
- 2. An accessory building shall not be used as a dwelling.
 - 3. Notwithstanding any other provision of this Bylaw, a maximum of one garage per lot may be considered a "permitted" use.

Therefore, the Board determined that the proposed development of the shed is compliant with Land Use Bylaw No. 03-2012 and Land Use Bylaw Amendment No. 01-2018

The proposed placement of a recreational vehicle on the Lands is considered a discretionary use as stated in the Summer Village of Island Lake's Land Use Bylaw Amendment No. 01-2018 Section 5.2 R1 - Residential – Small Lot District:

(1) Permitted Uses	Discretionary Uses
<ul style="list-style-type: none">• Single Detached Dwelling• Public utility Installations & uses• Buildings and uses accessory to permitted uses	<ul style="list-style-type: none">• Guesthouses• Home occupations• Recreational Vehicles• Mobile Homes• Modular Homes• Other uses, which in the opinion of the Development Authority,

62

**SUMMER VILLAGE OF ISLAND LAKE
SUBDIVISION AND DEVELOPMENT APPEAL BOARD**

SUBDIVISION & DEVELOPMENT APPEAL BOARD HEARING DECISION

Hearing:

October 16, 2019 – Postponed; November 18, 2019 – Postponed; April 8, 2020 – Postponed
Wednesday, July 15, 2020

File No. 2019SDAB30-05

	are similar to the above mentioned permitted and discretionary uses.
--	----------------------------------------------------------------------

Recreational vehicles were determined not to be an accessory building as the use of a recreational vehicle is a discretionary use on its own and therefore is independent of any other building on the Lands. Recreational vehicles are a discretionary use in which their use is allowed in the R1- Residential – Small Lot District. Moreover, there are permitted uses listed that are not residential in nature.

In addition, the Board relied upon *Heggelund v Grande Prairie (County No. 1) Intermunicipal Development Appeal Board*, 2019 ABCA 284 at para 26 to determine the following:

a) Particular Type and Character of Use

The Board determined that the placement of the recreational vehicle is not an intense use and will not change the density of the neighbourhood.

The Board also saw no potential environmental impacts, with the evidence presented, as the recreational vehicle will be connected to a 50 AMP power service and a 2,000-gallon holding tank, which both services have been approved for use.

The Board saw no evidence other than a well-maintained property and buildings located on the Lands.

b) Compatibility with Adjacent Uses

The Board determined that the placement of the recreational vehicle on the Lands are not detrimental and are within the character of the community, based upon the letters of support from the Appellant's

63

**SUMMER VILLAGE OF ISLAND LAKE
SUBDIVISION AND DEVELOPMENT APPEAL BOARD**

SUBDIVISION & DEVELOPMENT APPEAL BOARD HEARING DECISION

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Wednesday, July 15, 2020

File No. 2019SDAB30-05

adjacent neighbours and other residents of the Summer Village of Island Lake along with the numerous photographs submitted that show similar development and use of recreational vehicles on properties within the Summer Village of Island Lake.

The Board felt that it would be more disruptive to the area, if the appellants were made to move their recreational vehicle every 20 days and placed back on the property which is allowed without a development permit as per Land Use Bylaw No. 03-2012, Section 6.14(1).

Furthermore, Section 6.14 of Land Use Bylaw No. 03-2012 states:

- (1) Where a recreational vehicle is to be maintained on a parcel for more than 21 consecutive days, it shall require a development permit and shall be located in a manner satisfactory to the Development Authority and will be required to be legally connected an approved septic system as per the sewer bylaw in force.
- (2) Not more than two (2) recreational vehicles shall be permitted on a lot at any time.
- (3) Notwithstanding subsection (2) at the discretion of the Development Authority, a temporary permit may be issued for one (1) additional recreational vehicle.

John and Carol Wasmuth, submitted a development permit application for the placement of a recreational vehicle to comply with the Section 6(1) of Bylaw No. 03-2012 as it was required if their recreational vehicle was to be maintained on the parcel for more than 21 consecutive days, which it was. The proposed development for the placement of a recreational vehicle also complied with the Sewage Bylaw No. 08-2012. The following sections of Bylaw No. 08-2012 were considered:

**SUMMER VILLAGE OF ISLAND LAKE
SUBDIVISION AND DEVELOPMENT APPEAL BOARD**

SUBDIVISION & DEVELOPMENT APPEAL BOARD HEARING DECISION

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Wednesday, July 15, 2020

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3. The Appellant submitted several written submissions from residents of the Summer Village of Island Lake that do not oppose the proposed development. The Board was persuaded by the Appellant that the proposed development is supported, as letters of support from 19 residents were received. Three (3) letters of objection to the proposed development were received.
4. Section 687 (3)(b)(c) and (d) of the *Municipal Government Act*, RSA 2000, c M-26 states:
 - (3) In determining an appeal, the subdivision and development appeal board
 - (b) must have regard to but is not bound by the subdivision and development regulations;
 - (c) may confirm, revoke or vary the order, decision or development permit or any condition attached to any of them or make or substitute an order, decision or permit of its own;
 - (d) may make an order or decision or issue or confirm the issue of a development permit even though the proposed development does not comply with the land use bylaw if, in its opinion,
 - (i) the proposed development would not
 - (A) unduly interfere with the amenities of the neighbourhood, or
 - (B) materially interfere with or affect the use, enjoyment or value of neighbouring parcels of land, and
 - (ii) the proposed development conforms with the use prescribed for that land or building in the land use bylaw.

Therefore, based on the evidence presented and as the Board has determined that the Development Permit Application is complete, that the proposed development for the installation of a gravel pad, trailer placement and storage shed on Lands conforms with the Summer Village of Island Lake's Land Use Bylaw No. 03-2012 and Land Use Bylaw Amendment No. 01-2018, except for rear and side yard setbacks, and as the Board did not find any evidence that the use will be incompatible with the surrounding area uses, the Board approves the development with variances to the rear and side yard setbacks and a development permit issued.

bb

**SUMMER VILLAGE OF ISLAND LAKE
SUBDIVISION AND DEVELOPMENT APPEAL BOARD**

SUBDIVISION & DEVELOPMENT APPEAL BOARD HEARING DECISION

Hearing:

October 16, 2019 – Postponed; November 18, 2019 – Postponed; April 8, 2020 – Postponed
Wednesday, July 15, 2020

File No. 2019SDAB30-05

A decision of the Subdivision and Development Appeal Board is final and binding on all parties and persons. Subject only to an appeal on a question of law or jurisdiction, an appeal lies to the Alberta Court of Appeal from a decision of the Subdivision and Development Appeal Board, pursuant to Section 668 of the Municipal Government Act, Revised Statutes of Alberta 2000 Chapter M-26. An application for leave to appeal shall be made:

- (a) To a judge for the Court of Appeal; and
- (b) Within thirty (30) days after the issue of the decision sought to be appealed.



Rainbow Williams, Chairperson
Subdivision and Development Appeal Board



Date of Decision

67

Healthy Waters Lac La Biche

Speaker Series 2020

Please copy and paste the Zoom link into your browser, or visit www.zoom.us and click on "Join a Meeting" enter the Meeting ID and password.

July 16, 7:00 pm: How Weather Affects Lakes

Dörte Köster, Associated Environmental Consultants

Dörte Köster, Ph.D., is a Senior Aquatic Scientist at Associated Environmental Consultants. She has extensive experience in monitoring, analyzing and summarizing lake and river water quality in Alberta and elsewhere. She has supported municipal, provincial and federal government agencies as well as watershed and lake stewardship groups as a scientific advisor for surface water quality assessments and management. For example, she led technical studies at Pigeon Lake, AB, to investigate nutrient sources and their role in the development of harmful algae blooms. She has studied numerous other lakes and ponds in Alberta and across Canada, including an investigation of nuisance algae in a residential stormwater pond. She serves on the editorial board of the journal Lake and Reservoir Management, has supervised graduate students at Royal Road University and is currently President of the Alberta Lake Management Society.

August 6, 7:00 pm: Wetland and Shoreline Restoration

Kristen Andersen, Associated Environmental Consultants

Restoring wetlands and eroding shorelines can provide many benefits including flood attenuation, water quality improvement, erosion control, climate change mitigation and adaptation, valuable habitat and educational opportunities. This presentation includes an overview of the types of wetland restoration projects and the techniques to restore streambanks and shorelines with a focus on nature-based approaches like soil bioengineering. Case studies, installation techniques, cost and constructability considerations, and funding options for these projects will be discussed.

Kristen is a wetland scientist, restoration ecologist and certified professional in erosion control with 23 years of experience in consulting. She specializes in wetland construction and design, stream restoration and slope stabilization. She has taught wetland courses at the University of Alberta for the past 11 years including a course in wetland assessment and a course in wetland restoration and construction. She also teaches stream bank restoration workshops for Associated Environmental.

Zoom Meeting Info:

<https://us02web.zoom.us/j/83840607177?pwd=bWlyZzhXclRpMWh5WmJ6RnFjMi92dz09>

Meeting ID: 838 4060 7177

Passcode: V6j2qm

68

August 20, 7:00 pm: All Hands on Deck! How You Can Help Maintain the Health of Alberta Lakes

Janine Higgins, Alberta Environment and Parks

Lakes are a popular summer spot for many Albertans – but are we doing everything we could be to help keep them healthy for future generations? This webinar will talk about some of the challenges facing Alberta lakes, including invasive species, but more importantly will provide you with clear and concise actions you can take to make a difference!

Janine Higgins is an Engagement and Education specialist with Alberta Environment and Parks, focusing her work on aquatic invasive species and water education; including the Respect our Lakes program.

Zoom Meeting Info:

<https://us02web.zoom.us/j/82103972469?pwd=c3VVTDBoQSU0TWU2aTRqUlhBdm5iZz09>

Meeting ID: 821 0397 2469

Passcode: t8iqkd

September 3, 7:00 pm: Lac La Biche: An Overview of Scientific Studies and What This Tells Us About Managing Water Quality

Nathan Ballard, Alberta Environment and Parks

Nathan Ballard (BSc. Geology, MSc. Earth & Atmospheric Sciences) is a Limnologist/Water Quality Specialist with the Government of Alberta Ministry of Environment and Parks (AEP) Resource Stewardship Division. Nathan's graduate school research focused on nutrient cycling within Alberta lakes. Specifically, Nathan explored the processes of internal phosphorus loading and how this may impact lakes through time (i.e. paleolimnology and porewater analysis). In his current role as an AEP limnologist he provides strategic and tactical advice to support water quality related Approvals and Compliance Assurance decision-making within the Athabasca Basin. Nathan leads the water quality analysis in support of management response reporting under the Lower Athabasca Regional Plan (LARP).

Zoom Meeting Info:

<https://us02web.zoom.us/j/87607399937?pwd=c01nY2hRSXJFc08ycm9oM3phR2pxZz09>

Meeting ID: 876 0739 9937

Passcode: qPpF7R

69

September 17, 7:00 pm: Planning for Healthy Lakes

Jane Dauphinee, Municipal Planning Services and Arin MacFarlane-Dyer, Alberta Environment and Parks

Many decisions and actions affecting lake health happen long before we see a problem. This presentation talks about the benefits of land-use planning to maintain or improve the ecological health of your lake.

Jane Dauphinee is Registered Professional Planner and works with lakeside communities throughout Alberta. Municipal Planning Services is currently contracted to facilitate the development of the Lac La Biche Watershed Management Plan. Arin MacFarlane Dyer is an Integrated Resource Planner with Alberta Environment and Parks (AEP) Lands Division. Her work is focused on lake and watershed planning.

Zoom Meeting Info:

<https://us02web.zoom.us/j/86274323790?pwd=OWVEbW5WVIFKOCTxbk2SGc4aHMxUT09>

Meeting ID: 862 7432 3790

Passcode: RMXJB3

October 1, 7:00 pm: What's a Wetland?

Michael Schulz, Portage College

Can a forest be a wetland? Does it have to have water that you can see? Why do they matter? Every year many valuable wetlands are illegally destroyed or degraded by those that may not even recognize what they are looking at. This webinar will help you recognize wetlands on your property, and understand their importance to water quality and what your legal responsibilities are.

Michael is an instructor in the Natural Resources Program at Portage College, and an environmental consultant in the areas including botany, mycology, and wetland and ecosystem classification. He has a Master's in Ecology and over 20 years of experience in the environmental field.

Zoom Meeting Info:

<https://us02web.zoom.us/j/84208611064?pwd=SW5DMVVSNWIFWTBkV0dMT3VDamJiZz09>

Meeting ID: 842 0861 1064

Passcode: mcH0DZ

70

VENDOR		VENDOR ID	DATE ISSUED
SUMMER VILLAGE OF ISLAND LAKE			31-Jul-2020
DEPOSITED AT BANK:		DEPOSIT NO	DATE
BRANCH:	ACCOUNT:	0068772131	05-Aug-2020
		AMOUNT	
		\$538.00	
		TOTAL	
		\$538.00	

PAYMENTED 00349
SUMMER VILLAGE OF ISLAND LAKE
PO BOX 8
ALBERTA BEACH AB
CAN T0E 0A0

DEPOSIT NO: 0068772131		DEPOSIT DATE: 05-Aug-2020		
VOUCHER	DESCRIPTION/REASON FOR PAYMENT	INVOICE/CREDIT NOTE	AMOUNT	SUB-TOTAL
ET008471	FCSS AUGUST PAYMENT Total Payment From COMM & SOC SERV HEAD QUARTERS For Inquiries Call 825/468-4314	095261113FCSS080120	\$538.00	\$538.00
DEPOSIT TOTAL			\$538.00	

RECEIVED
AUG 11 2020

71



Development Services

Summer Village of Island Lake

Box 2945, Stony Plain, AB., T7Z 1Y4

Phone (780) 718-5479 Fax (866) 363-3342 Email: pcm1@telusplanet.net

July 16, 2020

File: 20DP08-04

Marlene Larsen

**Re: Development Permit Application No. 20DP08-04
Plan 3857 KS, Block 10, Lot 10 : 49 Lakeshore Drive South (the "Lands")
R1 – Residential – Small Lot District : Summer Village of Island Lake**

APPROVAL OF DEVELOPMENT PERMIT

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

CONSTRUCTION OF A SINGLE DETACHED DWELLING (83.6 SQ. M.), INSTALLATION OF A WATER SUPPLY (CISTERN), AND SEPTIC SYSTEM (HOLDING TANK).

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

- 1- All municipal taxes must be paid.
- 2- Approval of any plans or installation standards for an on-parcel sewage collection system by an approved Plumbing Inspector.
- 3- 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.
- 4- The cistern shall be excavated and installed in conformance with the Safety Codes Act or as amended and all such other regulations which may apply to their construction.
- 5- Two (2) Off-Street parking spaces must be provided on site.
- 6- 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.
- 7- 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.
- 8- 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.

72



Development Services

Summer Village of Island Lake

Box 2945, Stony Plain, AB., T7Z 1Y4

Phone (780) 718-5479 Fax (866) 363-3342 Email: pcm1@telusplanet.net

- 9- 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.
- 10- 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.
- 11- The improvements take place in accordance with the plans and sketch submitted as part of the permit application, including:**
- **Front Yard setback shall be a minimum of 8.0 metres;**
 - **Side Yard setback shall comply with the requirements of the Alberta Building Code or be a minimum of 1.5 metres whichever is greater;**
 - **Rear Yard setback shall be a minimum of 1.5 metres; and**
 - **Maximum Height shall be 9.7 metres (average grade to peak).**

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.

Note: The Lands are subject to an Access Right of Way.

- 12- All improvements shall be completed within twelve (12) months of the effective date of the permit.
- 13- 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.
- 14- 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

Summer Village of Island Lake

Box 2945, Stony Plain, AB., T7Z 1Y4

Phone (780) 718-5479 Fax (866) 363-3342 Email: pcm1@telusplanet.net

Notes:

It is strongly recommended that the applicant(s):

- I. have a Real Property Report (RPR), prepared and signed by an Alberta Land Surveyor, and submitted to the Development Officer. The RPR should be completed at foundation stage and prior to commencement of framing of the development, for evaluating the compliance of the development against all Land Use regulations relating to the building(s) that are the subject of this development permit application.
- II. design and construct a building foundation drainage system adequate for the existing soil conditions.
- III. determine if there are any special considerations required for building foundation construction.
- IV. provide positive grading to ensure drainage. A minimum gradient of two percent (and greater if possible) is recommended.

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

Date Application Deemed **July 16, 2020**

Complete

Date of Decision **July 16, 2020**

Effective Date of

Permit

August 14, 2020

Signature of Development
Officer

Tony Sonleitner

Development Officer for the Summer Village of Island Lake

cc Municipal Administrator, Summer Village of Island Lake
Municipal Assessment Services Group Inc. = Ian Ferguson : email ianferguson@shaw.ca

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 Secretary 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:

Summer Village of Island Lake
Box 8
Alberta Beach, AB T0E 0A0

and should include a statement of the grounds for the appeal and have attached an Appeal fee in the amount of \$200.00.

74



Development Services

Summer Village of Island Lake

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 Secretary 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:

15



Development Services

Summer Village of Island Lake

Box 2945, Stony Plain, AB., T7Z 1Y4

Phone (780) 718-5479 Fax (866) 363-3342 Email: pcm1@telusplanet.net

The Inspections Group Inc.

Edmonton Office

12010 - 111 Avenue NW

Edmonton, Alberta T5G 0E6

E-mail: questions@inspectionsgroup.com

Phone: 780 454-5048

Fax: 780 454-5222

Toll Free Ph: 1 866 554-5048

Toll Free Fax: 1 866 454-5222

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 the Inspections Group Inc. (780) 454-5048 or 1-866-554-5048.
 - (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.

7b



Development Services

Summer Village of Island Lake

Box 2945, Stony Plain, AB., T7Z 1Y4

Phone (780) 718-5479 Fax (866) 363-3342 Email: pcm1@telusplanet.net

Public Notice

DEVELOPMENT APPLICATION NUMBER: 20DP08-04

APPROVAL OF DEVELOPMENT PERMIT

An application for a development permit for this property Plan 3857 KS, Block 10, Lot 10 : 49 Lakeshore Drive South with regard to the following:

CONSTRUCTION OF A SINGLE DETACHED DWELLING (83.6 SQ. M.), INSTALLATION OF A WATER SUPPLY (CISTERN), AND 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 Officer a written statement of his 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 no later than **August 6, 2020**.

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

Summer Village of Island Lake
Box 8
Alberta Beach, AB T0E 0A0
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 16, 2020

Date of Decision July 16, 2020

Effective Date of Permit August 14, 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