

**SUMMER VILLAGE OF SILVER SANDS
AGENDA**

Friday, August 31st, 2018 – commencing at 9:00 a.m.

1. Call to order

2. Agenda a) Friday, August 31st, 2018 Regular Council Meeting

3. Minutes: p 1-5 a) Friday, August 10th, 2018 Organizational Meeting
 p 6-11 Friday, August 10th, 2018 Regular Council Meeting

4. Delegations: n/a

5. Bylaws: n/a

6. Business: a) Further to our August 10th, 2018 Council meeting, motion #141-18 was passed setting a public hearing with respect to Bylaw 281-2018 – proposed amendments to Silver Sands Land Use Bylaw 265-2015, for either September 1st or 8th, 2018. Unfortunately neither of these dates worked out, so September 15th was confirmed as a date that could work. Notices have been mailed in this regard *(that a Council Meeting for the purpose of holding a Public Hearing with respect to Bylaw 281-2018 be set for Saturday, September 15th, 2018 at 10:30 a.m. at the Fallis Hall)*

Planned in conjunction with this public hearing, Council previously had approved a public open house to discuss proposed land use bylaw amendments. The topics to be discussed include: garages in front yards, accessory building on vacant lots including fencing, recreational vehicles on vacant lots, animal husbandry including bee keeping and chickens, pesticides and fertilizer use restriction on residential lots. If Council has anything else they wish to see included, please let us know at the Council meeting.

(that a public open house to discuss potential changes to the Land Use Bylaw be scheduled for Saturday, September 15th, 2018 at 9:30 a.m. at the Fallis Hall)

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p 12-21

- b) Request to lease playground area for 2019 wedding – further to our last Council meeting, attached is information from our Insurance Company with respect to facility use/special events. Discussion to take place at meeting time (*direction at meeting time*)

p 22-25

- c) Proposal for Collaboration on Flowering Rush Abatement – Lake Isle Pilot Project, please refer to the attached letter from the Summer Village of Silver Sands to Parkland County, Lac Ste. Anne County, Summer Village of South View and Alexis Nakota Sioux Nation inquiring if these municipalities would be interested in a regional initiative to try to deal with the flowering rush. A kickoff meeting has been set for September 4th, 2018 at 9:00 a.m. at the Darwell Fire Hall. Silver Sands is offering to be the managing partner if there is agreement to make a regional application (*that Council be authorized to attend the September 4th, 2018 meeting, dealing with the possibility of a regional collaboration project on flowering rush abatement for Lake Isle, commencing at 9:00 a.m. at the Darwell Fire Hall*)

- d) Tax Recovery Process/establish Public Auction for Lot 4, Block 1, Plan 2941 MC – tax notification was placed on this property in 2017 and in accordance with legislation. This property must be offered for sale between April 1, 2018 and March 31, 2019 (one year after tax notification has been placed on it). The 2017 assessment on this property was \$93,000. Council must set the terms of sale, set public auction date, and set reserve bid (which has to be set as close to fair market value as possible – so we generally use the assessed value). 3 motions are required:

(that in accordance with section 419(b) of the Municipal Government Act that the terms of the sale of property Lot 4, Block 1, Plan 2941 MC for the Public Auction be set as follows “cash, certified cheque, bank draft, 10% non-refundable deposit on the day of the sale and the balance due within 10 days of the public auction date”)

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(that in accordance with the Municipal Government Act and with respect to the Recovery of Taxes Related to Land that the date for the Public Auction of Lot 4, Block 1, Plan 2941 MC be scheduled for Tuesday, January 22nd, 2019 at 10:00 a.m. at the Town of Onoway Civic Centre Council Chambers located at 4808 – 51 Street in Onoway, Alberta)

(that in accordance with section 419(a) of the Municipal Government Act that the reserve bid for the property to be sold at the Public Auction being Lot 4, Block 1, Plan 2941 MC be set at the current assessed value of \$93,000.00)

separate

e) 3 year operating and 5 year capital plans – further to emails forwarded to Council and Dan earlier this week, Administration is suggesting we take a few minutes to discuss this project *(that the Summer Village of Silver Sands continue to work on the development of a 3 year operating budget and 5 year capital plan budget).*

f)

g)

h)

7. Financial a) Income & Expense Statement – n/a

8. Councillors' Reports

- a) Mayor Poulin
- b) Deputy Mayor Turnbull
- c) Councillor Horne

9. Administration Reports

a)

**SUMMER VILLAGE OF SILVER SANDS
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10. Information and Correspondence

- p 26
- p 27-32
- p 33-34
- p 35-36
- p 37-38
- a) Government of Alberta Statement of Direct Deposit - \$46,778.00 on July 27th, 2018 for the Municipal Sustainability Initiative Capital Grant
 - b) 18DP02-31 – a development permit for the construction of an addition to an existing detached dwelling, including walkout and deck at Lot 4A, Block 4, Plan 2941 MC – 4 Pine Crescent
 - c) DuncanCraig – August 16th, 2018 letter advising they will consult with a real estate agent to determine if the 3 properties have any value if offered for sale (3 Skyrider properties that were on last agenda)
 - d) Community Peace Officer Report for July 2018
 - e) FortisAlberta – August 8th, 2018 letter on the Alberta Utilities Commission (AUC) confirming FortisAlberta's exclusive municipal franchise areas
 - f)

11. Open Floor Discussion with Gallery (15 minute time limit)

12. Closed Meeting (if required) – n/a

13. Adjournment

Next Meetings:

- September 28th, 2018 – Regular Council Meeting 9:00 a.m.
- October 13th, 2018 – SVLSACE Meeting 9:00 a.m. Sandy Beach Hall
- October 18th/19th, 2018 – ASVA in Leduc
- October 26th, 2018 – Regular Council Meeting 9:00 a.m.
- November 30th, 2018 – Regular Council Meeting 9:00 a.m.

Summer Village of Silver Sands
Organizational Meeting
Friday, August 10, 2018 at Fallis Hall at 9:00 a.m.

	PRESENT	<p>Councillors: Graeme Horne, Bernie Poulin, Liz Turnbull</p> <p>Administration: Chief Administrative Officer, Wendy Wildman Assistant CAO, Heather Luhtala</p> <p>Public Works: Dan Golka</p> <p>Public at Large: 7</p>
1.	CALL TO ORDER	Wendy Wildman called the meeting to order at 9:00 a.m.
2.	OATH OF OFFICE	Wendy Wildman administered the Oaths of Office for Councillor to Graeme Horne and Liz Turnbull.
3.	NOMINATIONS	<p>Wendy Wildman called for nominations for Mayor.</p> <p>Councillor Turnbull nominated Bernie Poulin.</p> <p>Wendy Wildman called for nominations a second time.</p> <p>Wendy Wildman called for nominations a third time.</p> <p>MOVED by Councillor Horne that nominations cease. CARRIED</p> <p>Bernie Poulin was declared Mayor and was administered the Oath of Office for Mayor.</p> <p>Bernie Poulin assumed the Chair.</p> <p>Mayor Poulin called for nominations for Deputy Mayor.</p> <p>Councillor Horne nominated Liz Turnbull</p> <p>Mayor Poulin called for nominations a second time.</p> <p>Mayor Poulin called for nominations a third time.</p> <p>MOVED by Councillor Horne that nominations cease. CARRIED</p> <p>Liz Turnbull was declared Deputy Mayor and was administered the Oath of Office for Deputy Mayor.</p>

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Summer Village of Silver Sands
Organizational Meeting
Friday, August 10, 2018 at Fallis Hall at 9:00 a.m.

<p>4. COMMITTEE APPOINTMENTS 103-18</p>	<p>MOVED by Deputy Mayor Turnbull that the committee appointments be approved as follows:</p> <ul style="list-style-type: none">a) Emergency Management/Disaster Services (Bernie Poulin – Representative) (Liz Turnbull – Alternate)b) Darwell Wastewater Lagoon Commission (Graeme Horne – Representative) (Bernie Poulin – Alternate)c) Highway 43 East Waste Commission (Liz Turnbull – Representative) (Graeme Horne – Alternate)d) Assessment Review Board (as per Capital Region Assessment Services Commission approved motion for panelists)e) Lake Isle Aquatic Management Society (LIAMS) (volunteer group including resident, Larry McGillis) (Bernie Poulin – Representative) (Graeme Horne - Alternate)f) Summer Villages of Lac Ste. Anne County East (all of Council to attend) (Bernie Poulin – Representative) (Liz Turnbull – Alternate)g) Capital Region Assessment Services Commission (Graeme Horne – Representative) (Liz Turnbull – Alternate)h) Family & Community Support Services/Recreation Board (Liz Turnbull – Representative) (Graeme Horne – Alternate)i) Yellowhead Regional Library (Liz Turnbull – Representative)j) Local Library (Darwell) (Liz Turnbull – Representative) (Bernie Poulin – Alternate)
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Summer Village of Silver Sands
Organizational Meeting
Friday, August 10, 2018 at Fallis Hall at 9:00 a.m.

		<p>k) Joint Subdivision and Development Appeal Board (Liz Turnbull – Representative) (Graeme Horne - Alternate)</p> <p>l) Fallis Community Association (Bernie Poulin – Representative) (Graeme Horne – Alternate)</p> <p>m) Lake Isle Lac Ste. Anne (LILSA) (Bernie Poulin – Representative) (Graeme Horne – Alternate)</p> <p>n) Regional Emergency Services (Bernie Poulin – Representative) (Graeme Horne – Alternate)</p> <p>o) Darwell Regional Waste Water Line (Graeme Horne – Representative) (Bernie Poulin – Alternate)</p> <p style="text-align: right;">CARRIED</p>
5.	<p>FINANCIAL CONFIRMATION 104-18</p> <p>105-18</p> <p>106-18</p>	<p>MOVED by Mayor Poulin that Council Remuneration Policy I-001 #1 be amended to a minimum of 4 hours for full day meetings (was 6 hours). CARRIED</p> <p>MOVED by Councillor Horne that Expense Reimbursement Policy II-001 #3 be amended to \$15.00 for breakfast reimbursement, \$20.00 for lunch reimbursement and \$30.00 for supper reimbursement. (was reimbursement per receipts). CARRIED</p> <p>MOVED by Deputy Mayor Turnbull that the following financial information be confirmed:</p> <p>a) Signing Authority to be all of the Council and the Chief Administrative Officer and Assistant Chief Administrative Officer</p> <ul style="list-style-type: none"> • Two signatures are required • One signature to be any member of Council (Graeme Horne, Bernie Poulin, Liz Turnbull) • One signature to be the Chief Administrative Officer, Wendy Wildman or the Assistant Chief Administrative Officer, Heather Luhtala <p>b) Banking Authority – CIBC and ATB Financial</p>

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Summer Village of Silver Sands
Organizational Meeting
Friday, August 10, 2018 at Fallis Hall at 9:00 a.m.

		<p>c) Council Remuneration Policy – Policy I-001 (as amended)</p> <p>d) Expense Reimbursement Policy – Policy II-001 (as amended)</p> <p style="text-align: right;">CARRIED</p>
6.	CONFIRMATION OF APPOINTMENTS	
	107-18	<p>MOVED by Deputy Mayor Turnbull that the Chief Administrative Officer appointment be confirmed as Wildwillow Enterprises Inc., Wendy Wildman.</p> <p style="text-align: right;">CARRIED</p>
	108-18	<p>MOVED by Councillor Horne that the Auditor Appointment be confirmed as Seniuk & Company.</p> <p style="text-align: right;">CARRIED</p>
	109-18	<p>MOVED by Deputy Mayor Turnbull that the Solicitor appointment be confirmed as Patriot Law Group.</p> <p style="text-align: right;">CARRIED</p>
	110-18	<p>MOVED by Councillor Horne that the Assessor Appointment be confirmed as Capital Region Assessment Services Commission, Tanmar Consulting, Mike Krim.</p> <p style="text-align: right;">CARRIED</p>
	111-18	<p>MOVED by Councillor Horne that the Development Authority Appointment be confirmed as Tony Sonnleitner.</p> <p style="text-align: right;">CARRIED</p>
	112-18	<p>MOVED by Deputy Mayor Turnbull that the Planning Authority appointment be confirmed as Municipal Planning Services Ltd., Jane Dauphinee.</p> <p style="text-align: right;">CARRIED</p>
	113-18	<p>MOVED by Deputy Mayor Turnbull that the Subdivision and Development Appeal Board be confirmed as per agreement.</p> <p style="text-align: right;">CARRIED</p>
	114-18	<p>MOVED by Councillor Horne that the Municipal Planning Commission be confirmed as all of Council.</p> <p style="text-align: right;">CARRIED</p>
	115-18	<p>MOVED by Deputy Mayor Turnbull that the FOIPP Coordinator be confirmed as the Chief Administrative Officer.</p> <p style="text-align: right;">CARRIED</p>

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Summer Village of Silver Sands
Organizational Meeting
Friday, August 10, 2018 at Fallis Hall at 9:00 a.m.

	116-18	<p>MOVED by Councillor Horne that the Community Peace Officer appointment be confirmed as Town of Mayerthorpe Community Peace Officer Agreement, Cst. Dwight Dawn.</p> <p style="text-align: right;">CARRIED</p>
	117-18	<p>MOVED by Deputy Mayor Turnbull that regular Council meetings be held on the last Friday of each month at the Fallis Hall commencing at 9:00 a.m., that teleconferencing be deemed an acceptable way of holding a meeting and that any changes to the date of the meetings be posted on the Summer Village website.</p> <p style="text-align: right;">CARRIED</p>
	118-18	<p>MOVED by Deputy Mayor Turnbull that the municipal office location be confirmed as 4808-51 Street, Onoway, Alberta.</p> <p style="text-align: right;">CARRIED</p>
7.	ADJOURNMENT	Mayor Poulin declared the meeting adjourned at 9:36 a.m.

Mayor

Chief Administrative Officer

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SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
FRIDAY, AUGUST 10, 2018
FALLIS COMMUNITY HALL

	PRESENT	<p>Mayor: Bernie Poulin Deputy Mayor: Liz Turnbull Councillor: Graeme Horne</p> <p>Administration: Wendy Wildman, Chief Administrative Officer Heather Luhtala, Assistant CAO</p> <p>Public Works: Dan Golka, Public Works Manager</p> <p>Delegations: n/a</p> <p>Public at Large: 7</p>
1.	CALL TO ORDER	Mayor Poulin called the meeting to order at 9:38 a.m.
2.	AGENDA	
	119-18	<p>MOVED by Councillor Horne that the August 10, 2018 agenda be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
3.	MINUTES	
	120-18	<p>MOVED by Mayor Poulin that the minutes of the May 25, 2018 Regular Council Meeting be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
4.	DELEGATIONS	n/a
5.	BYLAWS	
	121-18	<p>MOVED by Deputy Mayor Turnbull that Bylaw 282-2018 being a bylaw for matters related to the use of Public Lands be given second reading.</p> <p style="text-align: right;">CARRIED</p>
	122-18	<p>MOVED by Deputy Mayor Turnbull that Bylaw 282-2018 be given third and final reading.</p> <p style="text-align: right;">CARRIED</p>
	123-18	<p>MOVED by Councillor Horne that Bylaw 284-2018 being a Bylaw for the purpose of cancelling a portion of plan 223MC, specifically Lots 4 & 5, Block 5, be given 1st reading.</p> <p style="text-align: right;">CARRIED</p>

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SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
FRIDAY, AUGUST 10, 2018
FALLIS COMMUNITY HALL

124-18	MOVED by Deputy Mayor Turnbull that Bylaw 284-2018 be given second reading. <p style="text-align:right">CARRIED</p>
125-18	MOVED by Deputy Mayor Turnbull that Bylaw 284-2018 be considered for third reading. <p style="text-align:right">CARRIED UNANIMOUSLY</p>
126-18	MOVED by Councillor Horne that Bylaw 284-2018 be given third and final reading. <p style="text-align:right">CARRIED</p>
127-18	MOVED by Councillor Horne that Bylaw 285-2018 being a Bylaw to establish a Code of Conduct for Members of Council, Council Committees and other Bodies established by Council, be given 1 st reading. <p style="text-align:right">CARRIED</p>
128-18	MOVED by Deputy Mayor Turnbull that Bylaw 285-2018 be given second reading. <p style="text-align:right">CARRIED</p>
129-18	MOVED by Deputy Mayor Turnbull that Bylaw 285-2018 be considered for third reading. <p style="text-align:right">CARRIED UNANIMOUSLY</p>
130-18	MOVED by Councillor Horne that Bylaw 285-2018 be given third and final reading. <p style="text-align:right">CARRIED</p>
131-18	MOVED by Councillor Horne that as per Bylaw 285-2018, Council appoint Teresa Olsen as Integrity Commissioner for the Summer Village of Silver Sands. <p style="text-align:right">CARRIED</p>
132-18	MOVED by Councillor Horne that Bylaw 286-2018 being a Bylaw for the purpose of regulating the procedure and conduct of Council and Council Committee meetings, be given 1 st reading. <p style="text-align:right">CARRIED</p>
133-18	MOVED by Deputy Mayor Turnbull that Bylaw 286-2018 be given second reading. <p style="text-align:right">CARRIED</p>
134-18	MOVED by Deputy Mayor Turnbull that Bylaw 286-2018 be considered for third reading. <p style="text-align:right">CARRIED UNANIMOUSLY</p>

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FALLIS COMMUNITY HALL

	135-18	<p>MOVED by Councillor Horne that Bylaw 286-2018 be given third and final reading.</p> <p style="text-align: right;">CARRIED</p>
	136-18	<p>MOVED by Deputy Mayor Turnbull that Bylaw 287-2018 being a Bylaw for the purpose of cancelling a portion of plan 2941MC, specifically Lots 4 & 5, Block 4, be given 1st reading.</p> <p style="text-align: right;">CARRIED</p>
	137-18	<p>MOVED by Councillor Horne that Bylaw 287-2018 be given second reading.</p> <p style="text-align: right;">CARRIED</p>
	138-18	<p>MOVED by Deputy Mayor Turnbull that Bylaw 287-2018 be considered for third reading.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p>
	139-18	<p>MOVED by Councillor Horne that Bylaw 287-2018 be given third and final reading.</p> <p style="text-align: right;">CARRIED</p>
6.	BUSINESS	<p>MOVED by Councillor Horne that Council accept the resignation of Maureen Mazerolle from the position of Councillor for the Summer Village of Silver Sands effective May 27, 2018.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Turnbull that a Council Meeting for the purpose of holding a Public Hearing with respect to Bylaw 281-2018 be tentatively scheduled for either Saturday, September 1st, 2018 or Saturday, September 8th, 2018, (depending on availability of Administration) at 10:00 a.m. at the Summer Village Quonset (1 Centennial Way, Silver Sands, Alberta).</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Horne that an Open House with respect to various proposed Land Use Bylaw amendments be tentatively scheduled for either Saturday, September 1st, 2018 or Saturday, September 8th, 2018, (depending on availability of Administration) at 10:00 a.m. at the Summer Village Quonset (1 Centennial Way, Silver Sands, Alberta) following the scheduled Council Meeting and Public Hearing.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Horne that Council and Administration be authorized to attend the Association of Summer Villages of Alberta Conference scheduled for October 18 & 19, 2018 in Nisku, Alberta AND THAT the Summer Village donate to the silent auction.</p> <p style="text-align: right;">CARRIED</p>

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SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
FRIDAY, AUGUST 10, 2018
FALLIS COMMUNITY HALL

	144-18	MOVED by Councillor Horne that the cost-share road agreement for the rehabilitation of Township Road 540 from Range Road 52 to Range Road 54 between Lac Ste. Anne County and the Summer Village of Silver Sands, with the Summer Village share of this \$448,512.00 project being \$308,352.00 which is to be funded through grant funds, be approved and execution of these agreements ratified. CARRIED
	145-18	MOVED by Deputy Mayor Turnbull that the request from Duncan Craig LLP for consideration to reverse some of the penalties on tax rolls 1365 / 1366 / 1373 so that there would be some money left over for the Trustee to divvy out to other parties who are seeking restitution be denied. CARRIED
	146-18	MOVED by Deputy Mayor Turnbull that section IV.1)a.i. of the draft Public Participation Policy VI-001 be amended to read: "Council shall review and approve Public Participation Plans as drafted by the CAO at the direction of Council." CARRIED
	147-18	MOVED by Deputy Mayor Turnbull that the Public Participation Policy VI-001 be approved as amended. CARRIED
	148-18	MOVED by Councillor Horne that the request from the resident to lease the playground area for a 2019 wedding be deferred to the next Council meeting. CARRIED
7.	FINANCIAL 149-18	MOVED by Deputy Mayor Turnbull that the Income and Expense Statements as at June 30, 2018 be accepted for information. CARRIED
8.	COUNCIL REPORTS 150-18	MOVED by Deputy Mayor Turnbull that the verbal report from the Mayor be accepted for information. CARRIED
9.	ADMINISTRATION REPORT 151-18	MOVED by Deputy Mayor Turnbull that Administration be authorized to make application to Alberta Environment & Parks under the Water Act for a 10-year maintenance approval for the Silver Sands Boat Launch. CARRIED

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SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
FRIDAY, AUGUST 10, 2018
FALLIS COMMUNITY HALL

	152-18	MOVED by Deputy Mayor Turnbull that the verbal and written Administration and Public Works reports be accepted for information. CARRIED
10.	INFORMATION / CORRESPONDENCE 153-18	MOVED by Deputy Mayor Turnbull that the following Information and Correspondence be accepted for information: <ul style="list-style-type: none"> a) Hon. Oneil Carlier – July 12th, 2018 letter on the Summer Village receiving STEP funding for 2018 in the amount of \$2,362.50 b) AUMA/AMSC – June 18th, 2018 letter on their 2017 rebates – the Summer Village received \$94.00. c) Alberta Municipal Affairs – July 25th, 2018 letter advising of the one year extension for completion of the Intermunicipal Collaboration Frameworks (ICF) and Intermunicipal Development Plans (IDP) d) Alberta Municipal Affairs – May 29th, 2018 letter on the 2018 budget and the Summer Villages grant funding allocations: MSI operating \$10,719, MSI Capital \$69,827 BMTG \$13,333, and Gas Tax Fund of \$13,825 e) Community Peace Officer Reports – May and June 2018 f) Alberta Environment and Parks – letter from Minister Shannon Phillips in response to our letter regarding zebra and quagga mussels in Alberta g) LIAMS – June 8th, 2018 amending approval from Alberta Environment and Parks for the weed harvesting permit h) Alberta Recreational Lakes Forum Summary Report i) Land Stewardship Centre – annual report card j) Yellowhead Regional Library Board Executive Committee Highlights – May 7th, 2018 k) Government of Alberta Statement of Direct Deposit - \$1,206.00 on July 3rd, 2018 representing 3rd quarter FCSS funding CARRIED
11.	OPEN FLOOR WITH GALLERY 154-18	MOVED by Mayor Poulin that Council accept for information the open-floor discussion with the gallery. CARRIED
12.	CLOSED MEETING	n/a

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SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
FRIDAY, AUGUST 10, 2018
FALLIS COMMUNITY HALL

13.	NEXT MEETING(S)	The next meeting has been scheduled for: -Friday, August 31, 2018 at 9:00 a.m. (Regular Council Meeting)
14.	ADJOURNMENT	The meeting adjourned at 11:15 a.m.

Mayor, Bernie Poulin

Chief Administrative Officer, Wendy Wildman

UNAPPROVED

(11)



WE ARE
economies
OF SCALE

WE ARE THE
support
YOU NEED

WE ARE THE
experts
IN MUNICIPALITIES

WE ARE YOUR
advocate

Facility User Group Insurance Application 2018 Policy Year

I/we hereby apply for Commercial General Liability Insurance with All Sports Marketing Ltd. under the AMSC Facility User Group Insurance Program for the limits and deductibles shown below.

COMMERCIAL GENERAL LIABILITY SUMMARY *(see policy wording for full details)*

Amount of Insurance	\$2,000,000	Each Occurrence: Bodily Injury, Property Damage, Personal Injury, Advertising Injury.
	\$250,000	Tenants' Legal Liability - any one premises.
	\$2,500	Medical Expense – any one person;
	\$25,000	Medical Expense – any one occurrence.
	\$2,000,000	Aggregate Limit: Products/Completed Operations Hazard.
Deductible	\$500	Bodily Injury/Property Damage & Legal Expense.
Extensions of Coverage		Incidental Medical Malpractice Liability, Additional Insured.
Exclusions		Errors & Omissions Liability, Directors & Officers Wrongful Acts, Fungi, Data , Terrorism, Asbestos, Abuse and/or Molestation, Pollution, Nuclear, War Risks.

EXCLUDED FACILITIES/ACTIVITIES:

- Alpine Skiing/Snowboarding/Ski Hills
- Animals/Petting Zoos
- Boxing/Contact Martial Arts
- Bungee Jumping
- Carnivals
- Climbing Walls
- Contact Hockey
- Cycling
- Fireworks (unless under direction of a Fireworks Supervisor)
- Gymnastics
- Horse Related
- Inflatable Apparatus
- Kickboxing
- Lacrosse
- Minor Hockey (18 & under)
- Mountain Climbing
- ATV/Snowmobile/Sea-Do Rentals
- Rodeo related activities
- Rugby
- Skateboarding/Snowboard Parks
- Tackle Football

NOTICE TO APPLICANTS

This is an application only. This document does not constitute an insurance policy. Insurance shall become effective only on issuance of a policy or Certificate of Insurance specifically authorized or issued by or on behalf of All Sports Marketing Ltd. Quotations will be based upon the information provided and applicant warrants information provided on this application. The Applicant represents that if the information supplied on this application changes between the date of this application and the time when the Certificate is issued, the Applicant will immediately notify AMSC Insurance Services of such changes. If insurance is bound and a Certificate of Insurance issued by or on behalf of All Sports Marketing Ltd., I/we agree to promptly report any known or potential claim or action pertaining to this insurance (regardless of how insignificant it may appear at the time) to:

AMSC Insurance Services Ltd.,
300, 8616 51 Avenue Edmonton, AB T6E 6E6
Phone: 800-661-2862 or 780-310-2862
Fax: (866)-250-6117 Email: insurance@auma.ca

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Name of Municipality/Member			
Contact Person		Phone	
Name of Renter (Applicant)			
Address of Renter			
Phone		Fax	
E-mail			
Name of Facility Used			
Expected Attendance			
Type of Event Details of the Event			
Number of Days of the Event		Date From	Date To
Hours of the Event			
Will alcohol be served?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, Liquor License will be obtained?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, what controls are in place for responsible serving and consumption of alcohol?			
Special Event Liquor License must be provided <i>prior</i> to insurance being effective.			
Is this event/facility usage subject to the terms of a standard contract/agreement?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, attach a copy contract/facility use agreement if not already on file with AMSC Insurance Services Ltd.	

Declaration

I/We hereby declare that the answers and declarations above, whether in my own hand or not, are true and that I/We warrant that no material fact has been withheld or misstated and agree that should a policy be issued this Proposal Form will be attached to and form part of the policy and will form the basis of the contract with Underwriters. I/We agree that answers and declarations shall constitute material warranties of any policy issued. I/We further understand that the Underwriters may declare any policy issued void in the event of any false statement, misrepresentation, omission or concealment in the Proposal Form whether made intentionally, innocently or accidentally. I/We authorize the Facility Owner / Operator and its insurance broker (AMSC Insurance Services) and consent to any information that may be perceived as personal information for collection, appropriate use, and disclosure of to third parties. AMSC Insurance Services reserves the right to audit the facility owner periodically to ensure appropriate records/contracts have been maintained.

Applicant/Renter Name (Print)		Date	
Applicant/Renter Signature			
Municipality/Member Name (Print)		Date	
Municipality/Member Signature			

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Article X. Special Events⁴¹

A special event can be defined as any event where a large number of people are brought together to watch or participate. Some other characteristics of special events may include:

- Food services
- Alcohol services or illegal consumption (Refer to Risk Management Manual)
- Involvement of promoters or entrepreneurs
- Using temporary stands
- Setting off fireworks
- Use of temporary structures and wiring
- Impact on traffic flows or road closures
- Potentially creating dangers for spectators
- Use of volunteers to carry out the event

Examples of special events include summer festivals and concerts, races, Canada Day celebrations, Alberta Summer & Winter Games, exhibitions, tractor pulls and demolition derbies.



Section 10.01 Special Events Risk Management

Risk management is in place to ensure that events are run responsibly and no bodily injury or physical damage is incurred. Some examples of bodily injuries or physical damage include collapse of stands, escape of animals, mass food poisoning, or improper provision of first aid.

Key Points:

- Anticipate what could go wrong for your event.
- Make sure appropriate controls are in place to minimize the possibility of unwanted consequences or at least limit the potential damage.

Applications

Applications may be used to determine whether or not a special event should take place. They should be provided for individuals, organizations and businesses to submit prior to planning a large event. The applications should be submitted to the appropriate authority and should include information such as:

- Organizer information (name, address, etc.)
- Type of special event (festival, parade, concert, party, etc.)
- Location/venue
- Proposed dates and times
- Event schedule
- Food and liquor provisions
- Approximate number of attendees/participants
- Vehicle access/road closures
- Security and staffing
- Temporary structures and power requirements
- Banners and signs

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⁴¹ For more information on Special Events, visit the International Festivals and Events Associations (IFEA) at <http://www.ifea.com/>

- Clean up and site restoration

Consider placing an agreement to indemnify and hold harmless.

Refer to Figure 17 Sample Special Events Application

Policies and Procedures

A set of policies and procedures should be in place regarding special events. Policies and procedures can be used to limit hazards and reduce liability. To effectively reduce liability, noncompliance with policies should result in event cancellation or closure of the event. If the violation is severe, the organizer should be prohibited from holding future events. The following policies and procedures should be in place:

- Schedule of fees payment relating to municipal property rental and services
- Submission of the proof of permits and licenses
- Obtaining insurance (Refer to Insurance section)
- Submission of a list of vendors
- Waste, recycling and clean up
- Posting a performance bond (Refer to Module 5)
- Access for persons with disabilities
- Adequate number of washroom facilities
- Noise

Insurance

Key Point: Events should be separately insured.

The reasons why a special event should be separately insured are as follows:

- Special events go beyond the normal municipal exposures and have the potential for large losses including multiple claimant injuries.
 - Isolating the risks associated with events to separate policies will avoid putting the whole municipal insurance policy at risk.
- Insurance is available for special events from specialist organizations (provided the event is properly managed).
 - Specialist organizations may also provide valuable risk management input for special events.
- It is easiest to insure a separate event covering the interests of all organizations in one policy (especially if the event occurs on property belonging to several organizations).

When a separate contract of insurance is provided for an event, the municipality should obtain a certified copy of the policy or a certificate of insurance indicating that:

- The coverage is adequate and appropriate
- The limits are adequate
- The municipality is named as an additional insured
- There is a cross-liability clause
- The policy covers the specific event and all special operations involved such as alcohol or fireworks
- The municipality is to be indemnified and held harmless from and against claims of any kind, liability, expenses and demands due wholly or in part as a result of any negligence, acts or

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oversight by the organizer, its agents, licensees, invitees, and contractors, during the use of property and services

- The policy will not be cancelled without providing the municipality with at least 30 days notice
- All volunteers, sponsors, and committee members are covered
- Participants are not excluded

Quick Fact: Careful review of certificates and certified policies is needed to ensure that they are issued properly (as most are not).



Section 10.02 Specific Roles of a Municipality

Provider of Facilities Only

- The municipality provides the facilities/grounds for either a nominal fee or for free.
- No control is exerted over the event (the organizers have control).
- It is possible to limit occupiers' liability through the use of contracts and insurance.

Quick Facts:

- As the owner of the property, municipalities have an obligation to keep the property reasonably safe for the purposes intended (as outlined in the Occupiers' Liability Act).
- If the municipality retains control over the maintenance of the area (after issuing a permit), the municipality may be held liable in the event of an injury.

Event Manager

- The event is run by municipal employees.
- Employees sign contracts.
- The municipality is in total control over the event.

Quick Fact: As event manager, the municipality gains the profits as well as assumes the risk of financial loss and all other risks associated with an event.

Event Sponsor

- The municipality may donate funds or "in kind" donations to sponsor an event.
- The municipality likely anticipates receiving a certain amount of economic benefit by having the event in the community.

Quick Fact: It is possible that merely sponsoring an event will attract liability, and that the municipality will be named in a lawsuit as a potential deep pocket.

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Event Committee Member

- Municipal employee(s) may be on the event organizing committee to represent the municipality.
- The employee(s) may also provide links to various municipal departments.



External Event Organizers

Quick Fact: The organizer(s) are responsible for compliance with all federal, provincial and municipal regulations and legislation.

To reduce liability, the best approach is to have another organization or committee run the event. There are three types of event organizers:

1. *Private Organization/Entrepreneur*
 - Straight business deal
 - Negotiation of financial and other terms is necessary before allowing the event to proceed in municipal facilities
 - The municipality should NOT undertake the event under its own insurance
2. *Community-based Organization*
 - Local service club/committee puts on the event
 - More advantageous if they are a legal entity, have experience in organizing events and have financial resources
3. *Special Events Committee*
 - Usually less desirable than the above options because they generally lack experience and funds
 - They may pressure the municipality to provide facilities, assume risks and provide insurance
 - If it is an annual event, the municipality should get directly involved in the first year then encourage the committee to be self-sufficient (i.e. through fundraising) and arrange its own insurance for following years.

Key Points:

Important questions to consider when choosing the organizers of an event:

- Are they a legal entity?
- Do they have experience in organizing this type of event?
- Do they have financial resources for the upfront costs?

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Why should Facility users carry their own insurance?

There have been questions from AUMA members with regards to why facility users should carry their own insurance. We want to outline some details as why groups that use/rent municipal facilities should carry their own liability insurance, and when it would be appropriate for them to carry their own liability insurance. To do this we need to understand risk management.

Risk management is the process of making and carrying out decisions that will minimize the adverse effects of risk on a municipality. There are many reasons for managing risk. Here are some specifically related to municipalities:

- Saves resources: people, income, property, assets, time
- Protects public image
- Prevents/reduces legal liability
- Public entities are likely to be targeted for litigation and claims
 - Large and perceived as having lots of assets
 - Very visible target
 - Catch-all for litigation
 - Perceived as having large insurance policy limits
 - People are becoming more litigious
 - Courts are often sympathetic to injured people
- Joint and several liability (deep pockets pay)
- Elected officials at all levels of government are increasingly facing scrutiny of their actions related to:
 - Control of public funds and municipal assets
 - Providing effective oversight of the municipality's administration

The above shows that it is important for municipalities to manage risk. There are various risk control techniques that can be used to help manage risk:

- Risk avoidance: Can the activity be discontinued?
- Prevention: What steps can be taken to reduce the likelihood of losses occurring?
- Mitigation: What steps can be taken to lessen the impact of losses should they occur? For example: Segregation of Exposures and Separation and Duplication.
- Accept the risk as is: Some risk is inherent in your municipality, so you have to live with it.
- Transfer: Risk can be transferred to others through contracts or waivers and insurance

When third parties rent municipal facilities, they bring with them the liability of their event. When there are injuries resulting from these events, the municipalities are commonly named in the lawsuit even though they were not involved with the planning or execution of the event; they merely rented their facility to someone. If the renting party does not carry insurance, it is very likely that the municipality will be forced to pay the entire judge reward. However if the renting party does carry insurance, it is very likely that their policy will respond and pay for damages.

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Looking at the risk control methods there are only five ways to control the risk. Avoid: it is unlikely that the municipality will stop renting out its facilities, so this isn't a likely option. Prevent: as the municipality is not involved in planning or execution of the events it is difficult to prevent damage or injury. Mitigate: again as the municipality isn't involved in the event, they wouldn't be able to mitigate damage once it's already occurred. Accept: accepting the risk created by other parties would likely be a decision made by council. Transfer: by contract, waiver, and insurance.

It would be advised that all parties renting a facility for their own use from a municipality carry their own insurance, by doing this the municipality is *transferring the risk* to the party who is creating it. Examples of party's renting a facility for their own use are: weddings, parties, conferences, tradeshow, banquets, recreational events, beer gardens, hospitality rooms, stadium events.

AMSC General Insurance is able to quote any type of facility user on behalf of our members.

Wendy Wildman

From: administration@wildwillowenterprises.com
Sent: August 27, 2018 5:07 PM
To: Wendy Wildman
Subject: [FWD: RE: Summer Village of Silver Sands - Insurance Question]
Attachments: 2018 FUG Application.pdf; event liability.pdf; Why should Facility users carry their own insurance.pdf

Wendy, this is a follow up for Silver Sands insurance question for rental of park area.

H.

S.V. of South View

S.V. of Silver Sands

S.V. of Yellowstone

Phone: 587-873-5765

Fax: 780-967-0431

Website: www.wildwillowenterprises.com

Email: administration@wildwillowenterprises.com

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

Subject: RE: Summer Village of Silver Sands - Insurance Question

From: Daniel Jackson <DJackson@auma.ca>

Date: Mon, August 27, 2018 4:32 pm

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

Hi Heather,

In this type of circumstance, I would suggest that the renters obtain their own insurance with the Summer Village added as additional insured especially with alcohol involved as this tends to increase liability and claims. This is fairly common practice and the policies are easily available through any insurance broker. In fact, AMSCIS has a program in place for our members to obtain this type of insurance for their facility users/renters. A lot of municipalities use this program often. I've attached an application if you decide to go in that direction.

I've also attached a few articles/documents that give some more detail on this topic that will hopefully assist.

Hopefully this helps, but let me know if you have any questions.

Best regards,

Daniel Jackson CIP | Insurance Services Consultant
ALBERTA URBAN MUNICIPALITIES ASSOCIATION

D: 780.670.4230 | E: DJackson@auma.ca

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

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



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From: administration@wildwillowenterprises.com [mailto:administration@wildwillowenterprises.com]
Sent: Tuesday, August 21, 2018 12:10 PM
To: Daniel Jackson <DJackson@auma.ca>
Cc: Wendy Wildman <cao@onoway.ca>
Subject: Summer Village of Silver Sands - Insurance Question

Hello Daniel, the Summer Village has been approached by a resident to "rent" the park area which includes a gazebo and a playground to hold a wedding next year.

Before Council considers this request we would like to find out what insurance we currently have that would cover the Summer Village for any liability or if we require any additional insurance. Would the "renters" require insurance and should the Summer Village be named on this insurance? What about alcohol, what type of insurance is required as we are certain this will come up?

Any other information or thoughts you have on this would be appreciated.

Thank you,

Heather Luhtala,
Asst. CAO
S.V. of South View
S.V. of Silver Sands
S.V. of Yellowstone
Phone: 587-873-5765
Fax: 780-967-0431
Website: www.wildwillowenterprises.com
Email: administration@wildwillowenterprises.com

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Summer Village of Silver Sands

Box 8,
ALBERTA BEACH, AB. T0E 0A0
Phone: 587-873-5765 Fax: 780-967-0431
Email: administration@wildwillowenterprises.com

August 15th, 2018

Mayor Rod Shaigec
Parkland County
53109A Highway 779
Parkland County, AB. T7Z 1R1

Reeve Joe Blakeman
Lac Ste. Anne County
Box 219
Sangudo, AB. T0E 2A0

Chief Tony Alexis
Alexis Nakota Sioux Nation
Box 7
Glenevis, AB. T0E 0X0

Mayor Sandra Benford
Summer Village of South View
Box 8
Alberta Beach, AB. T0E 0A0

Dear Rod, Joe, Tony, Sandi:

RE: PROPOSAL FOR COLLABORATION ON FLOWERING RUSH ABATEMENT – LAKE ISLE PILOT PROJECT

In recent years Lake Isle has been witness to a rapid expansion of flowering rush in the immediate watershed. As recognized by the Government of Alberta and associated ecological stakeholders, flowering rush is classified as an invasive species. A condensed profile of this species can be found by visiting the Alberta Environment and Parks ministry website at <http://aep.alberta.ca/fish-wildlife/invasive-species/aquatic-invasive-species/invasive-aquatic-plants.aspx>.

The threat that flowering rush presents to the native habitat and lake ecosystem of Lake Isle is significant and imminent. Spreading by rhizomes and bulblets, the current density of the flowering rush tracts on Lake Isle is at or near a critical mass – stretching some 12 kilometres on the west end of the lake and growing rapidly. Regional lake quality advocates, including Alberta Environment and Parks, Alberta Agriculture and local residents, through the Lake Isle Lac Ste. Anne Water Quality Management Society (LILSA), have tried to proactively mitigate the spread of this threat by facilitating local studies, monitoring the expansion, testing the effectiveness of various mechanical and chemical deterrents and ultimately advocating for the eradication of this invasive threat. The studies were conclusive – heavy infestation requiring chemical treatment and hand digging of select smaller plots. The case presented was so compelling as to warrant the garnering of the appropriate Alberta Environment and Parks permits to complete this work.

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Flowering Rush
Aug. 15, 2018/page two

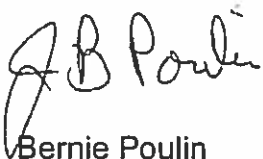
The summer of 2018 was supposed to bear the fruit of this effort. Unfortunately, a number of regional stakeholders felt overlooked in the consultation process and the project has been shelved. Meanwhile, the flowering rush problem only gets worse. The cost of doing nothing, both economically and ecologically, warrants another try. However, in recognition of the need for all stakeholders to feel engaged in the process, the Summer Village of Silver Sands is proposing that the stakeholders – the Government of Alberta, local municipalities, First Nations, citizen groups, ecological associations – make a more concerted effort to collaborate and consult the collective wisdom of the region in addressing this challenge.

The Summer Village of Silver Sands is prepared to act as managing partner in an Alberta Community Partnership grant application, which provides funds to regional collaboration projects as this would be. If approved, this project would result in the formation of a committee - with all partners being represented at the table – and the internalization of the discussion on opportunities and challenges so that future action can be made collectively and in a timely manner.

The Summer Village of Silver Sands asks for your favourable consideration and direct participation in this proposal. As a pilot project on regional collaboration we collectively stand a good chance of getting the support of the government and external funding agencies to tackle the flowering rush menace. The more expressed interest we can include in our application the better this application will be.

If interested please provide a letter of support to the Summer Village of Silver Sands by September 30th, 2018. For those stakeholders committed to a direct partnership in this project, please remember to include in your letter an explicit approval for the Summer Village of Silver Sands to act as managing partner – as this is a necessary component of the grant application. If you have any question regarding this request prior to responding please contact myself directly to discuss.

Thank you for your consideration.



Bernie Poulin
Mayor, Summer Village of Silver Sands
Chairman, Lake Isle Lac Ste. Anne Water Quality Management Society
Phone: 587-772-1513
Email: bpoulin@xplornet.com

cc:

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Wendy Wildman

From: Mike Primeau <mprimeau@lsac.ca>
Sent: August 21, 2018 3:05 PM
To: Bernie Poulin
Cc: George Vaughan; Joe Blakeman; Lloyd Giebelhaus; Lorne Olsvik; Nicholas Gelych; Ross Bohnet; Steve Hoyda; Aren Skogstad; Trista Court; Mike Heck; rod.shaigec@parklandcounty.com; Wendy Wildman
Subject: LILSA and Lake Isle

Good afternoon Mayor Poulin,

Please be advised that Lac Ste. Anne County would like to invite your group, LILSA, to the Darwell Firehall on September 4th at 9:00 am. The intent of the invite and meeting is to determine what LILSA's plan of action is for the flowering rush issue, as well as determine the level of support required from Lac Ste. Anne County and Parkland County. We will also have Nicole Kimmel, the Aquatic Invasive Species Specialist for the Province, in attendance.

With the many discussions and actions being taken, we believe a strategic approach is warranted and a clear direction is needed. We are very much in support of LILSA and its' efforts; we just want to make sure we are all on the same page and can attack as one group.

Please share with your membership and extend the invite to the other members. We hope this meeting can assist in attaining the results we all want.

Regards,

Mike Primeau, MBA, C.Mgr., CLGM
County Manager
Lac Ste. Anne County
Box 219, 56521 Rge. Rd. 65
Sangudo, AB T0E 2A0
1-866-880-5722 (LSAC)
780-785-3411
780-305-4954 Mobile
780-785-2359 Facsimile



LAC STE. ANNE COUNTY

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Wendy Wildman

From: Wendy Wildman <cao@onoway.ca>
Sent: August 22, 2018 11:10 AM
To: 'Rod Shaigec'; 'Mike Heck'; 'chief@ansn.ca'; 'publicworks@ansn.ca'; 'sandi benford'; 'administration@wildwillowenterprises.com'; 'Joe Blakeman'; 'Mike Primeau'
Cc: 'Bernie Poulin'; 'Liz Turnbull'; 'GraemeHorne'; 'Garth Ward'; 'bj.svsouthview@yahoo.com'; 'administration@wildwillowenterprises.com'
Subject: Proposal for Flowering Rush Abatement - Lake Isle Pilot Project
Attachments: ss-floweringrush.pdf

Please see the attached letter from Silver Sands Mayor Bernie Poulin inviting our communities to consider putting forward a proposal for collaboration on flowering rush abatement for Lake Isle.

Lac Ste. Anne County has offered to host a meeting on Tuesday, September 4th, 2018 at 9:00 a.m. at the Darwell Fire Hall (located on S.H. 633, approximately 1 mile east of the hamlet of Darwell) to discuss this opportunity and develop a plan going forward.

Thanks

W

Wendy Wildman
CAO
Summer Village of Silver Sands

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

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Development Services
for the

Summer Village of Silver Sands

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

August 3, 2018

File: 18DP02-31

**Re: Development Permit Application No. 18DP02-31
Plan 2941 MC, Block 4, Lot 4A : 4 Pine Crescent (the "Lands")
R1A – Residential : Summer Village of Silver Sands**

Preamble: The proposed development is to take place upon the Lands created through the registration of Bylaw 287-2018 at the Land Titles Office for Alberta North (Plan Cancellation Bylaw). The development includes the construction of an Addition to an Existing Detached Dwelling, including walkout basement and deck.

APPROVAL OF DEVELOPMENT PERMIT

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

CONSTRUCTION OF AN ADDITION TO AN EXISTING DETACHED DWELLING, INCLUDING WALKOUT AND DECK

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

- 1- That the Council for the Summer Village of Silver Sands grant 3rd and Final Reading to Bylaw 287-2018, and that Bylaw be registered at the Land Titles Office for Alberta North by September 30, 2018.
- 2- All municipal taxes must be paid.
- 3- 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.
- 4- The applicant shall provide a certified copy of plan of subdivision to determine all easements and restrictive covenants on the parcel, and 8.5 X 11 copies of site plans of a quality satisfactory to the Development Officer.

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Development Services
for the

Summer Village of Silver Sands

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

Email: pcm1@telusplanet.net

- 5- The applicant shall obtain and adhere to the requirements where applicable, from the appropriate authority, permits relating to demolition, building, electricity, plumbing and drainage, and all other permits required in connection with the proposed development.
- 6- The applicant shall be financially responsible during construction for any damage by the applicant, his servants, his suppliers, agents or contractors, to any public or private property.
- 7- The applicant shall prevent excess soil or debris from being spilled on public streets and lanes; and shall not place soil or any other material on adjacent properties without permission in writing from adjacent property owners.
- 8- **The improvements take place in accordance with the plans and sketch submitted as part of the permit application, INCLUDING:**
 - **Front Yard setback shall be a minimum of 8.0 metres;**
 - **Side Yard setbacks shall be a minimum of 1.5 metres (or greater distance as required under the Alberta Safety Codes Act;**
 - **Rear Yard setback shall be a minimum of 1.5 metres;**
 - **Maximum Height shall be 9.0 metres (average grade to peak).**
- 9- All improvements shall be completed within twelve (12) months of the effective date of the permit.
- 10- The site and improvements thereon shall be maintained in a clean and tidy condition during construction, free from rubbish and debris. Receptacles for the purpose of disposing of rubbish and debris shall be provided to prevent scatter of debris and rubbish.
- 11- No person shall keep or permit to be kept in any part of a yard any excavation, storage or piling of materials required during the construction stage unless all necessary safety measures are undertaken. The owner of such materials or excavation must assume full responsibility to ensure the situation does not prevail any longer than reasonably necessary to complete a particular stage of construction.

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Development Services
for the
Summer Village of Silver Sands
Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342
Email: pcm1@telusplanet.net

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

Date Application Deemed **August 3, 2018**

Complete

Date of Decision

August 3, 2018

Effective Date of
Permit

September 1, 2018

Signature of
Development Officer

Tony Sonleitner, Development Officer, Summer Village of Silver Sands

cc Municipal Administrator, Summer Village of Silver Sands
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 Clerk of the Subdivision and Development Appeal Board. Such an appeal shall be made in writing and shall be delivered either personally or by mail so as to reach the Clerk of the Subdivision and Development Appeal Board no later than twenty-one (21) days after the notice of decision. The appeal should be directed to this office at:

Summer Village of Silver Sands
Box 8
Alberta Beach, AB TOE OAO

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



NOTE:

1. *The issuance of a Development Permit in accordance with the notice of decision is subject to the condition that it does not become effective until twenty-nine (29) days after the date of the order, decisions or development permit is issued.*
2. *The Land Use Bylaw provides that any person claiming to be affected by a decision of the Development Officer may appeal to the Development Appeal Board by serving written notice of appeal to the Clerk of the Subdivision & 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 Clerk of the Subdivision & Development Appeal Board within twenty-one (21) days after a development permit or notice of decision was issued.
3. This Development Permit is valid for a period of 12 months from the date it was issued, or the date of an approval order being granted by the Development Appeal Board. If at the expiry of this period, the development has not been commenced or carried out with reasonable diligence, the permit becomes invalid unless an extension has been granted by the Development Officer.
4. The applicant is reminded that compliance with this Permit requires compliance with all conditions affixed thereto.
 - a. This is not a Building Permit and, where required by any regulation, a Building Permit, and all other permits in connection with this development, shall also be obtained from:



Development Services
for the

Summer Village of Silver Sands

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.



Public Notice

DEVELOPMENT APPLICATION NUMBER: 18DP02-31

APPROVAL OF DEVELOPMENT PERMIT

An application for a development permit for this property, Plan 2941 MC, Block 4, Lot 4 : 4 Pine Crescent, with regard to the following:

CONSTRUCTION OF AN ADDITION TO AN EXISTING DETACHED DWELLING, INCLUDING WALKOUT AND DECK

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


Any person who objects to the proposed use of the parcel may deliver to the Development 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 Development Officer no later than August 24, 2018
Statements of concern with regard to this development permit should be addressed to:

Summer Village of Silver Sands
Box 8
Alberta Beach, Alberta
T0E-0A0
Attention: Tony Sonnleitner, Development Officer
Summer Village of Silver Sands

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

Date of Application Deemed Complete	August 3, 2018
Date of Decision	August 3, 2018
Effective Date of Permit	September 1, 2018
Signature of Development Officer	

Note: An appeal of any of the conditions of approval may be made to the Subdivision and Development Appeal Board by serving written notice of appeal to the Clerk of the Subdivision and Development Appeal Board. Such an appeal shall be made in writing, be accompanied by an appeal fee of \$150.00, 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 (780) 718-5479 and should include a statement of the grounds for the appeal.

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

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Our File: 132-182979

Your File:

Lawyer:
Telephone:
Email:
Fax:

Russell A. Rimer
780.441.4348
rrimer@dcllp.com
780.969.6365

August 16, 2018

Via E-Mail: administration@wildwillowenterprises.com

Summer Village of Silver Sands
Box 8
Alberta Beach, AB T0E 0A0

Attention: Wendy Wildman

Dear Madam:

Re: [REDACTED]

Thank you for your letter dated August 13, 2018, and thank you to the Town Council for having given my previous letter consideration.

MNP Ltd., Trustee in Bankruptcy of the Estate of [REDACTED] is now reaching out to a realtor to give us an opinion as to what he thinks the lots may fetch pursuant to an MLS listing. If our chosen realtor feels there may be any return to the Estate of [REDACTED], [REDACTED] intends to enter into a Listing Agreement with the said realtor for the sale of the three lots for a period of 90 days to see if any offers are presented.

Alternatively, if the realtor advises that after taking into account the outstanding property taxes, interest, and penalties, and after taking into account any realtor's commissions which would become payable that there would be no net returns to the Estate of [REDACTED] it may be that [REDACTED] simply formally abandons any interest held by the Estate of Skyrider Holdings Ltd. in the three subject lots.

I expect to be in a position to let you know one way or the other within the next 30 to 45 days.

www.dcllp.com

780.428.6036 • 1800.782.9409 • Fax: 780.428.9683

2800 Scotia Place, 10060 Jasper Avenue, Edmonton, Alberta T5J 3V9

4142-9753-8326 v1

33

Duncan Craig LLP

August 16, 2018

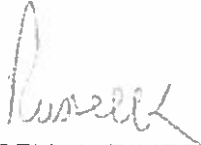
Page 2

Trusting you find the aforementioned to be in order, we remain,

Yours truly,

DUNCAN CRAIG LLP

Per:



RUSSELL A. RIMER

RAR/kjs

cc: MNP Ltd.

Attention: Eric Sirrs & Karen Aylward

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Town of Mayerthorpe

Report Range : 2018/07/01 0000 to 2018/07/31 2359 Report Title : SILVER SANDS DAILY EVENTS

7/6/2018

TOWN OF MAYERTHORPE

Events:	
Date/Time	Officer
	Backup Officers
	Group
Event	
Location	

2018/07/06 1800 DAWN, DWIGHT
2018/07/06 1930 TOWN OF MAYERTHORPE

GENERAL PATROL
SILVER SANDS
SUMMER VILLAGE

PATROL VILLAGE MONITOR MAIN ROAD, EVERYONE PUTZING TONIGHT. RETURN. S COMPLAINT
CALL FROM TUESDAY, INFORMED HIM I WOULD ONLY TAKE DOG ATTACK COMPLAINT FROM DOG OWNER.

7/10/2018

TOWN OF MAYERTHORPE

Events:	
Date/Time	Officer
	Backup Officers
	Group
Event	
Location	

2018/07/10 0930 DAWN, DWIGHT
2018/07/10 1100 TOWN OF MAYERTHORPE

GENERAL PATROL
SILVER SANDS
SUMMER VILLAGE

PATROL THE VILLAGE AND RADAR A COUPLE DIFFERENT SPOTS ON THE MAIN ROADS. LOOK AT A PROPERTY
AGAIN WITH NEIGHBOR COMPLAINING ABOUT TREES AND WORRIED THEY'LL FALL ON HIS PROPERTY

7/21/2018

TOWN OF MAYERTHORPE

Events:	
Date/Time	Officer
	Backup Officers
	Group
Event	
Location	

2018/07/21 1700 DAWN, DWIGHT
2018/07/21 1700

35

TOWN OF MAYERTHORPE

REPORT WRITING (CASEREPORT)
SILVER SANDS

2018/07/21 2100 DAWN, DWIGHT
2018/07/21 2230

TOWN OF MAYERTHORPE

GENERAL PATROL
SILVER SANDS
SUMMER VILLAGE

SAME OVER HERE TONIGHT MINIMAL TRAFFIC THROUGH THE VILLAGE ON BOTH SIDES, RADAR ON MAIN ROAD BUT
PRETTY QUIET THERE TOO

7/23/2018

TOWN OF MAYERTHORPE

Events:

Date/Time	Officer	Backup Officers	Group
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Event

Location

2018/07/23 1400	DAWN, DWIGHT		
2018/07/23 1530			

TOWN OF MAYERTHORPE

TRAINING
SILVER SANDS
EDMONTON
DEFENSIVE TACTICS TRAINING FOR THE WEEK

Total Events: 5

36

August 8, 2018

Dear Wendy Wildman,

RE: Alberta Utilities Commission (AUC) Confirms FortisAlberta's Exclusive Municipal Franchise Areas

As the electric distribution service provider in your municipality, FortisAlberta is delighted to inform you of the release of [Decision 22164-D09-2018: FortisAlberta Inc. Application for Orders Confirming Boundaries of FortisAlberta Inc. Exclusive Municipal Franchise Areas](#). This Decision was released by the AUC on July 16, 2018.

FortisAlberta greatly values its relationship with your municipality as well as the provision of safe and reliable service to your residents. To that end and given the importance of the AUC's Decision to your municipality, I will be in touch with you in September to discuss the AUC's Decision with you in more depth. Until that time, however, we wanted to inform you about the Decision and what it means for your residents.

This Decision represents a favourable result for your municipality for several reasons.

First, the AUC has now confirmed that FortisAlberta may collect franchise fees and linear tax charges on behalf of your municipality for any new customers or new electric distribution services located within your municipality's corporate limits, or for existing members of a Rural Electrification Association (REA) who elect to transfer to FortisAlberta. FortisAlberta may also collect these fees and charges on behalf of your municipality when there is a change in ownership at the site; when a REA requests a transfer of facilities or the REA member to FortisAlberta; or when the REA refuses to continue to serve the existing REA member. At the highest level, this is because the AUC ordered the alteration of REA service area boundaries so that they border, but no longer overlap, your municipality's corporate limits.

Second, the Decision confirms that your municipality may pass a bylaw requiring any members of a REA located within your municipality to take electric distribution service from FortisAlberta. Upon the passage of such a bylaw, any existing REA members in your municipality must become customers of FortisAlberta. As set out in the Decision, individual REA members who transfer to FortisAlberta may be entitled to a refund from their REA following their withdrawal from membership.

Finally, the Decision provides your residents with clarity that FortisAlberta is the exclusive electric distribution service provider in your municipality. It harmonizes FortisAlberta's service area with the boundaries governed by the municipal franchise agreements, is consistent with the AUC's previous

approval of those agreements, and best supports the public policy objective of reducing duplication of electric distribution facilities in Alberta.

The Decision is demonstrative of the number of steps that FortisAlberta has taken, and will continue to take, to fulfill its commitment to the municipal franchise agreement it has with your municipality. I can assure you that FortisAlberta will work with your municipality and the Alberta Urban Municipality Association (AUMA) to ensure that we are fulfilling our commitments to you as your electric distribution provider and the orders of the AUC in the Decision. We will also work collaboratively with the REAs affected by the Decision to ensure the continued and orderly operation of the electric distribution system for your residents.

As noted above, your Stakeholder Relations Manager will be in touch with you to schedule a meeting in September. However, if you have any questions before then, please do not hesitate to call.

Sincerely,



Supervisor, Stakeholder Relations