

# SUMMER VILLAGE OF SILVER SANDS

## AGENDA

Friday, June 26<sup>th</sup>, 2020 at 9:00 a.m. - via teleconference

As per bylaw 286-2018 Council and/or Council Committee meetings may not be filmed or voice recorded.

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1. Call to order
2. Agenda a) Friday, June 26<sup>th</sup>, 2020 Regular Council Meeting
3. Minutes: p 1-4 a) Friday, May 29<sup>th</sup>, 2020 Regular Council Meeting
4. Delegations: a) 9:05 a.m. Rick Wagner Deputy Director of Emergency Management to provide a verbal update (*direction as given at meeting time*)  
b) 9:20 a.m. Ashley and Jesse Ferrier of 15A Hazel Avenue regarding request to utilize a portion of municipal reserve. Please see attached email and pictures, Development Officer Tony Sonnleitner will also call in for this matter (*deny the request, or approve the request with conditions, or some other direction as given by Council at meeting time*)  
p 5-20
5. Bylaws: n/a
6. Business: a) Large Bin Cleanup – this item was deferred from the last Council meeting hoping the pandemic restrictions would be lifted a bit more. Discussion to take place at meeting to determine if we are (or are not) holding same for the 2020 year. (*direction as given by Council at meeting time*).  
b) Darwell Lagoon Commission – the attached April 23<sup>rd</sup>, 2020 letter was presented to Council at your last meeting and deferred to this meeting pending the May Lagoon Commission meeting. Further discussion to take place at meeting regarding the May Commission meeting (*direction as given by Council at meeting time*)  
p 21-40

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p 41-56

- c) Town of Mayerthorpe – please refer to the April 7<sup>th</sup>, 2020 letter from the Town of Mayerthorpe advising the Alberta First Responders Radio Community System (AFRRCS) 3<sup>rd</sup> party access agreement between the Town and Summer Village of Silver Sands has been terminated. The Summer Village will now need to approach the Province with respect to an agreement to use these radios (*that the 2017 AFRRCS Third Party Access Agreement between the Town of Mayerthorpe and the Summer Village of Silver Sands be terminated*)

p 57-58

- d) Dock/Lift Storage Policy or Bylaw – please refer to the June 11<sup>th</sup>, 2020 email from Councillor Horne with respect to a proposed policy or bylaw regarding same. Further discussion to take place at meeting time (*direction as given by Council at meeting time*)

e)

f)

g)

- 7. Financial a) Income & Expense Statement – as of May 31<sup>st</sup>, 2020

### 8. Councillors' Reports

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

### 9. Administration Reports

p 59  
p 60-63  
p 64

- a) Development Officer's Report
- b) Public Works Report
- c) Fallis Hall has reopened – location of Council meetings

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- p 65-69 d) Telus – June 11<sup>th</sup>, 2020 public consultation notice  
e) 2020 Organizational Meeting – July or August?  
f)

### 10. Information and Correspondence

- a) Development Permits:
- p 70-75 (i) 20DP02-31 – for renovation of an existing detached dwelling, installation of a water cistern and septic system at 23 Cedar Avenue
- p 76-81 (ii) 20DP03-31 – for construction of an accessory building (10' x 10'), recreational vehicle parking pad and placement of a recreational vehicle for both the purposes of storage and use
- p 82-87 (iii) 20DP04-31 – for construction of a single detached dwelling, installation of a water supply and septic system at 8 Poppy Place
- p 88 b) Alberta Municipal Affairs – June 10<sup>th</sup>, 2020 letter on 2020 Gas Tax Fund allocation of \$14,152.
- p 89-90 c) Government of Alberta – statement of direct deposit of \$438.00 on June 2<sup>nd</sup>, 2020 representing June FCSS contribution and \$9,157.00 on June 9<sup>th</sup>, 2020 representing 2020 MSI Operating funding
- p 91-92 d) Community Peace Officer Reports – for May 2020
- p 93 e) AUMA/AMSC – June 3<sup>rd</sup>, 2020 letter on 2019 Procurement Card (P-Card) rebate cheque of \$195.72.
- p 94-96 f) Alberta Municipal Affairs – June 15<sup>th</sup>, 2020 email and release on Legislative Changes for Regional Service Commissions
- p 97-99 g) Alberta Municipal Affairs – June 19<sup>th</sup>, 2020 email and release on Municipal Governance COVID-19 Outbreak  
h)

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

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

### 13. Adjournment

#### Next Meetings:

- June 26<sup>th</sup>, 2020 – Regular Council Meeting
- July 31<sup>st</sup>, 2020 – Regular Council Meeting
- August 28<sup>th</sup>, 2020 – Regular Council Meeting

**SUMMER VILLAGE OF SILVER SANDS  
REGULAR COUNCIL MEETING MINUTES  
FRIDAY, MAY 29, 2020  
VIA TELECONFERENCE**

	<b>PRESENT</b>	<p>Mayor: Bernie Poulin Deputy Mayor: Liz Turnbull Councillor: Graeme Horne</p> <p>Administration: Wendy Wildman, Chief Administrative Officer (CAO) Heather Luhtala, Assistant CAO</p> <p>Public Works: Dan Golka, Public Works Manager</p> <p>Delegations: a) 9:17 a.m. – Community Peace Officer Dwight Dawn and Development Officer Tony Sonnleitner to discuss bylaw enforcement processes and procedures as requested by Councillor Horne</p> <p>b) 9:36 a.m. – Director of Emergency Management Dennis Woolsey and Deputy Director of Emergency Management Rick Wagner to provide an update on COVID-19</p> <p>c) 9:45 a.m. – Seniuk &amp; Company to present and review the draft Audited Financial Statements for 2019</p> <p>Public at Large: 1</p>
1.	<b>CALL TO ORDER</b>	Mayor Poulin called the meeting to order at 9:02 a.m.
2.	<b>AGENDA</b> 70-20	<b>MOVED</b> by Deputy Mayor Turnbull that the May 29, 2020 agenda be approved as presented.  <b>CARRIED</b>
3.	<b>MINUTES</b> 71-20	<b>MOVED</b> by Councillor Horne that the minutes of the April 24, 2020 Regular Council Meeting be approved as presented.  <b>CARRIED</b>
4.	<b>DELEGATIONS</b>	Deferred to later in meeting.
5.	<b>BYLAWS</b>	n/a

SUMMER VILLAGE OF SILVER SANDS  
REGULAR COUNCIL MEETING MINUTES  
FRIDAY, MAY 29, 2020  
VIA TELECONFERENCE

6.	<b>BUSINESS</b>	
72-20		<p><b>MOVED</b> Mayor Poulin that Council ratify the approval of Development Permit 20DP01-31 for installation of a 100' communication tower on a portion of NW 03-54-05-W5M with the noted conditions.</p> <p style="text-align: right;"><b>CARRIED</b></p>
73-20		<p><u>9:17 a.m.- Community Peace Officer Dwight Dawn and Development Officer Tony Sonnleitner to discuss bylaw enforcement processes and procedures as requested by Councillor Horne</u></p> <p><b>MOVED</b> by Mayor Poulin that Council accept for information the discussion with Tony Sonnleitner, Development Officer, and Dwight Dawn, Community Peace Officer, with respect to bylaw enforcement processes and procedures for the Summer Village.</p> <p style="text-align: right;"><b>CARRIED</b></p>
74-20		<p><u>9:36 a.m. - Dennis Woolsey &amp; Rick Wagner- Emergency Management</u></p> <p><b>MOVED</b> by Mayor Poulin that Council accept the update from Dennis Woolsey, Director of Emergency Management, and Rick Wagner, Deputy Director of Emergency Management, with respect to COVID-19 and emergency management.</p> <p style="text-align: right;"><b>CARRIED</b></p>
75-20		<p>Dennis Woolsey, Rick Wagner and Dwight Dawn exited the meeting at 9:45 a.m.</p> <p><u>9:45 a.m. – Mike Seniuk, Seniuk &amp; Company to present and review the draft Audited Financial Statements for 2019</u></p> <p><b>MOVED</b> by Mayor Poulin that Council approve the draft 2019 Audited Financial Statements for the Summer Village of Silver Sands as presented by Mike Seniuk, Auditor, Seniuk &amp; Co. with the correction to Cash End of Year on page 7.</p> <p style="text-align: right;"><b>CARRIED</b></p>
76-20		<p>Mike Seniuk exited the meeting at 10:13 a.m.</p> <p><b>MOVED</b> by Deputy Mayor Turnbull that consideration of re-scheduling the large bin cleanup be deferred to the June 2020 Council meeting.</p> <p style="text-align: right;"><b>CARRIED</b></p>
77-20		<p><b>MOVED</b> by Councillor Horne that Council approve the All-Net Connect letter of participation with a cost of \$750.00 for 2020 and authorize execution of the participation letter.</p> <p style="text-align: right;"><b>CARRIED</b></p>
78-20		<p><b>MOVED</b> by Councillor Horne that Council accept for information the discussion with respect to the bulletin board and signage located at the entrance of the Summer Village that these will remain in place.</p> <p style="text-align: right;"><b>CARRIED</b></p>

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SUMMER VILLAGE OF SILVER SANDS  
REGULAR COUNCIL MEETING MINUTES  
FRIDAY, MAY 29, 2020  
VIA TELECONFERENCE

	79-20	<p>The meeting recessed at 10:30 a.m.</p> <p>The meeting reconvened at 10:34 a.m.</p> <p><b>MOVED</b> by Councillor Horne that further discussion with respect to the Darwell Lagoon Commission's letter of request dated April 23, 2020 from Commission Manager, Joe Duplessie, asking for Council to review the draft Darwell Regional Wastewater System Extension to Isle Lake Summer Villages Feasibility Study dated February 24, 2020 as prepared by Stantec Consulting Ltd. be deferred to the June 2020 Council Meeting (<i>after the June 4<sup>th</sup>, 2020 Darwell Lagoon Commission meeting</i>).</p> <p style="text-align: right;"><b>CARRIED</b></p>
	80-20	<p><b>MOVED</b> by Mayor Poulin that the Summer Village of Silver Sands provide a letter of no objection to Louis Schneider of 4 Aspen Avenue for the placement of a dock and boat lift adjacent to Summer Village Reserve Lot R4 Plan 223MC providing all provincial guidelines are followed and provincial approvals are in place.</p> <p style="text-align: right;"><b>CARRIED</b></p>
7.	<b>FINANCIAL</b>	n/a
8.	<b>COUNCIL REPORTS</b>	
	81-20	<p><b>MOVED</b> by Councillor Horne that the Council reports be accepted for information as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>
9.	<b>ADMINISTRATION REPORTS</b>	
	82-20	<p><b>MOVED</b> by Mayor Poulin that the Family Day Picnic that was cancelled at the last Council Meeting be re-scheduled for Saturday, July 18, 2020 respecting the COVID19 Provincial guidelines and restrictions in place.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	83-20	<p><b>MOVED</b> by Councillor Horne that the Administration reports be accepted for information as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>

**SUMMER VILLAGE OF SILVER SANDS**  
**REGULAR COUNCIL MEETING MINUTES**  
**FRIDAY, MAY 29, 2020**  
**VIA TELECONFERENCE**

<b>10.</b>	<b>CORRESPONDENCE</b> 84-20	<p><b>MOVED</b> by Deputy Mayor Turnbull that the following correspondence be accepted for information:</p> <ul style="list-style-type: none"> <li>a) Alberta Municipal Affairs – May 19<sup>th</sup>, 2020 letter confirming 2020 Municipal Sustainability Initiative funding for 2020: MSI Capital of \$100,813 which includes \$87,480 of MSIC and \$13,333 of Basic Municipal Transportation Grant and MSI Operating of \$9,157.</li> <li>b) Alberta Urban Municipalities Association – April 20<sup>th</sup>, 2020 letter from President Barry Morishita to Municipal Affairs Minister Kaycee Madu on shovel ready projects and provincial economic stimulus package funding.</li> <li>c) Government of Alberta – statement of direct deposit of \$439.00 on May 1<sup>st</sup>, 2020 representing May FCSS contribution</li> <li>d) Community Peace Officer Reports – for April 2020</li> </ul> <p style="text-align: right;"><b>CARRIED</b></p>
<b>11.</b>	<b>OPEN GALLERY</b>	n/a
<b>12.</b>	<b>CLOSED MEETING</b>	n/a
<b>13.</b>	<b>NEXT MEETING(S)</b>	The next Council meeting has been scheduled for Friday, June 26, 2020 at 9:00 a.m.
<b>14.</b>	<b>ADJOURNMENT</b>	The meeting adjourned at 11:39 a.m.

\_\_\_\_\_  
Mayor, Bernie Poulin

\_\_\_\_\_  
Chief Administrative Officer, Wendy Wildman

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

Subject: Letter to Request Use of Municipal Land

From: "Ashley Ferrier" [REDACTED]

Date: 6/17/20 12:40 pm

To: "Summer Village Of Silver Sands" <administration@wildwillowenterprises.com>

Hi Heather:

Again, Jesse and I can't thank you enough for your time and assistance in this matter. It is greatly appreciated.

June 16, 2020

Re: Ashley and Jesse Ferrier of 15A Hazel Avenue Requesting Council Approval for Use of Municipal Reserve Land.

Hello Town Council & the Development Officer:

Thank you all for taking the time to hear our request today.

**What & Why we are Requesting:**

As mentioned before, due to increasing water levels on Lake Isle, our shoreline has become extremely unstable and has had significant erosion. In order to stabilize the bank and prevent further erosion, we have enlisted the help of a very reputable and knowledgeable company, Eco First Landscaping of Parkland County, AB, to assist us with this project. Jesse and I, as well as our contractor Eco First Landscaping, understand that permits must be in place before any work can commence. Both parties have great respect for the Ministry permitting process, the SVSS, and the Municipal Reserve and take great responsibility of modifying the existing shoreline.

**History of Property/Current Situation:**

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Jesse and I made Silver Sands home in November of 2016 and are the 4th owners of the property. Since starting the permitting process of this project, to our genuine disbelief, we learned that our ACTUAL property line isn't as far east than originally thought. What we do know, is that the first or second owners were granted permission to extend the cottage (an easement) unto Municipal Reserve land because the owners of 14 Hazel Avenue built their cabin unto 15 Hazel Avenue's property by accident. But we are really unclear what the easement includes.

You will see in the photos below, that the previous owner(S) built a set of stairs going down to the water. As mentioned in my previous email, we are unsure if the previous owner got permission to do this even though it is technically on MR land or if the set of stairs is included as part of the easement.

When we looked at the property in the fall of 2016, the previous owner also had his dock on the stairs. We too, have also been placing our dock on the stairs, thinking that the stairs were well within our property line. Recently of course, we have learned that technically, we had been placing our dock on Municipal Reserve property for the last 3 years. Again, we are unsure if the previous owner was given some sort of easement.

I am regretful for "assuming" and should have had an ALS out sooner to the property. If we could get clarification on an existing easement and what it includes for the property that would be great. I welcome you to visit our home and property for further inspection if needed.

**What we Are Requesting Today/First Request:**

After inspection of the shoreline, my contractor suggested that we tie into the Municipal Reserve by 3 meters. His concern is that if we do not extend the rip rap soft wall to include the area of the stairs, the water will eventually make its way in behind the stairs rendering the new work done useless.

With that being said, we are requesting today, **written consent from the SVSS**, that after we have all of the appropriate permits in place from the Ministry of Lands and Water, to extend our Vegetated Rip Rap Soft Wall to **include 3 meters of Municipal Land at no cost to the SVSS and maintained by both Jesse and I.**

On the shoreline in front of our property and with your approval, 3 meters unto MR land, we are proposing to build a 3:1 grade using existing materials and/or pit run. The slope will be stabilized using a biodegradable burlap textile. A layer of 4" - 12" river rock shall be placed over the slope for stability. The remediated area will have top soil applied and be reseeded with sod and tree and shrub plantings will be planted, suggested by the Ministry. I have attached a cross section diagram of the vegetated rip rap soft wall to be professionally installed by Eco First Landscaping. (Eco Contracting Services Supporting Diagram.pdf)

**Second Request:**

In order for Eco Landscaping to gain access to the water front to perform the work, we are also requesting written permission from the SVSS, to use 15 meters of Municipal Reserve land to access our property with their equipment (bobcat, skid steer.) Our contractor is unable to access the project within our property lines due to trees. I have included photos below on where our contractor will enter the MR and where they will exit. Jesse and I, as well as our contractor, take full responsibility to preserve the Municipal Reserves natural state. Our contractor understands the great responsibility of using the MR and is very knowledgeable in his field. Although it is not anticipated, if for some reason any vegetation such as shrubs, or trees are knocked down, Jesse and I will notify the SVSS and re-plant approved trees and shrubs from town council. We love this village and take great pride in it.

The projects anticipated start date will be in September during the week when resident and visitor traffic through the MR is generally low. Keeping residents and visitors in mind, no work shall be done on the weekends when traffic through this area is a bit higher.

If you have any question or concerns, please do not hesitate to contact Jesse and I at (587) 334-1328. Please feel free at any time to stop by our home to take a look at the proposed project. If you require any further information, please do not hesitate to ask.

Again, we appreciate your time in this matter and look forward to hearing from you soon.



Sincerely,  
Ashley and Jesse Ferrier of 15A Hazel Avenue.

**Photos with Descriptions:**

**Proposed Location 1. jpg:** In this photo you will see the bright pink coloured rope tied to our property pin (in front of the Adirondack Chair. To the left of the stairs, you will see the pink rope tied to a stake in the ground. This is the proposed end location of the rip rap soft wall that includes the existing set of stairs. It is approximately 3 meters east of the property pin. The contractor feels that if he stops at the property pin and doesn't include the stairs, the water will find its way in behind the stairs and continue to erode unto our property.

**Proposed Location 2 jpg:** This photo takes a closer look at the proposed end point of the rip rap soft wall. It includes the stairs and will tie nicely into Municipal Reserve Land.

**Property Line 3. jpg:** In this photo, I tied the pink rope to the property pin to show our approx. property line and where the MR land starts. To the left of the pink rope is our property. To the right of the pink rope, is MR land.

**Property Line 4 jpg:** In this photo, you will see the proposed end location of the rip rap soft wall to include the stairs (3 meters east of the property line.) You can also see erosion of this area as well.

**Property Line 6.docx :** Gives a detailed view of where our property line is in relation to the Municipal Reserve. It does not affect resident and/or visitor access in any negative way. Residents are still able to enjoy access down to the water.

**Access to Project. jpg 1:** This photo shows our property with an opening to the Municipal Reserve. Our contractor would enter the MR at this location and travel north 15 meters to the next opening to our property.

**Access to Project 2 jpg :** This photo shows the existing path that residents & visitors use to gain access to the water. This is the path my contractor would use to gain access to our property.

**Access to Property 3. docx:** This photo shows where my contractor would enter the property from the MR.

**Access to Project 4:** Although this part of the MR will not be used by my contractor, I took this photo to illustrate my appreciation and respect for the MR. I regularly cut the grass for local residents and visitors so it is easier for them to carry canoes, kayaks etc. The grass becomes quite high and makes it harder to do this. Local residents appreciate this and I don't mind at all!

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Contractor Access to 15A Hazel Avenue

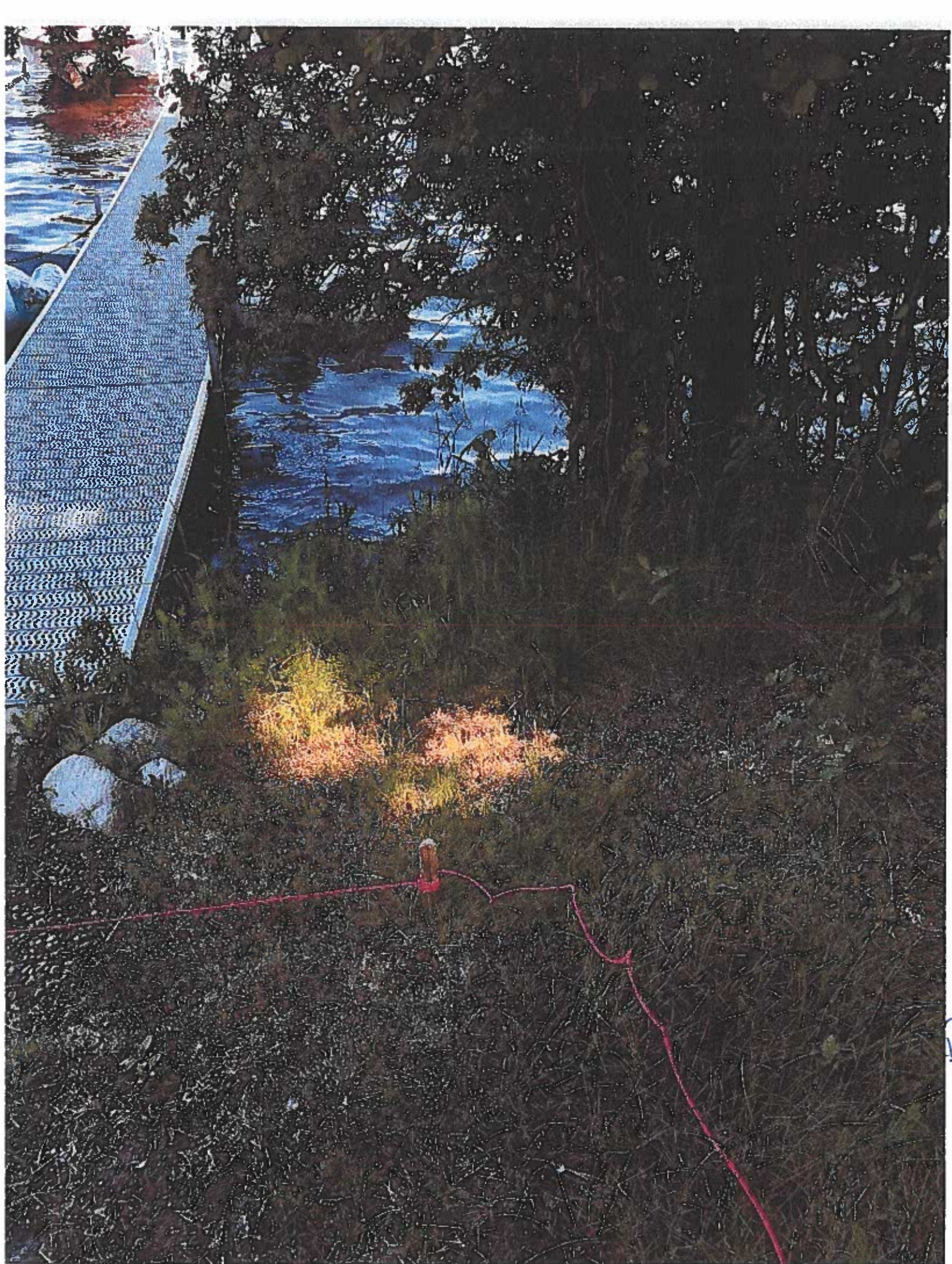
Contractor would enter property from MR here

Resident and Visitor Pathway down to Water

Contractor would enter here from our Property unto MR

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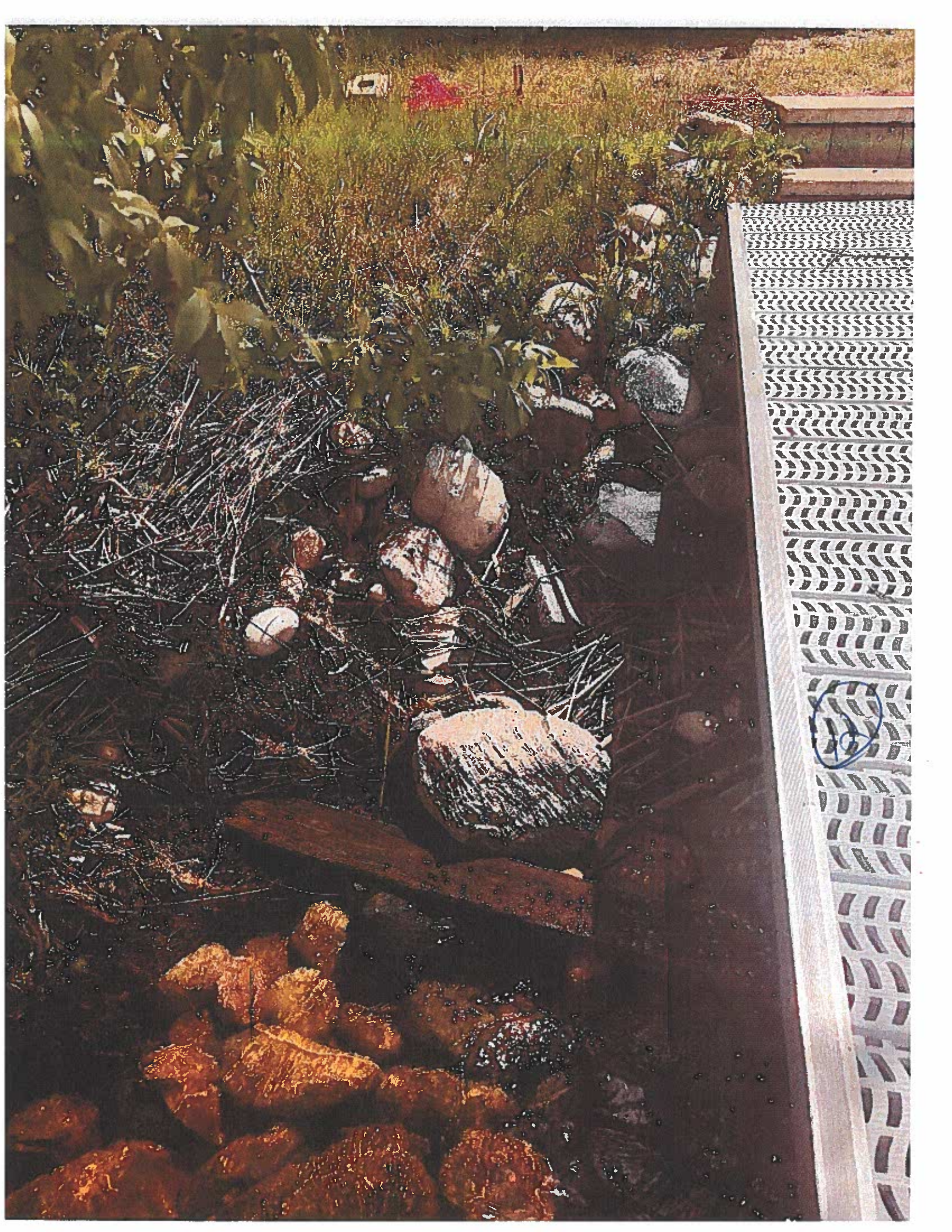




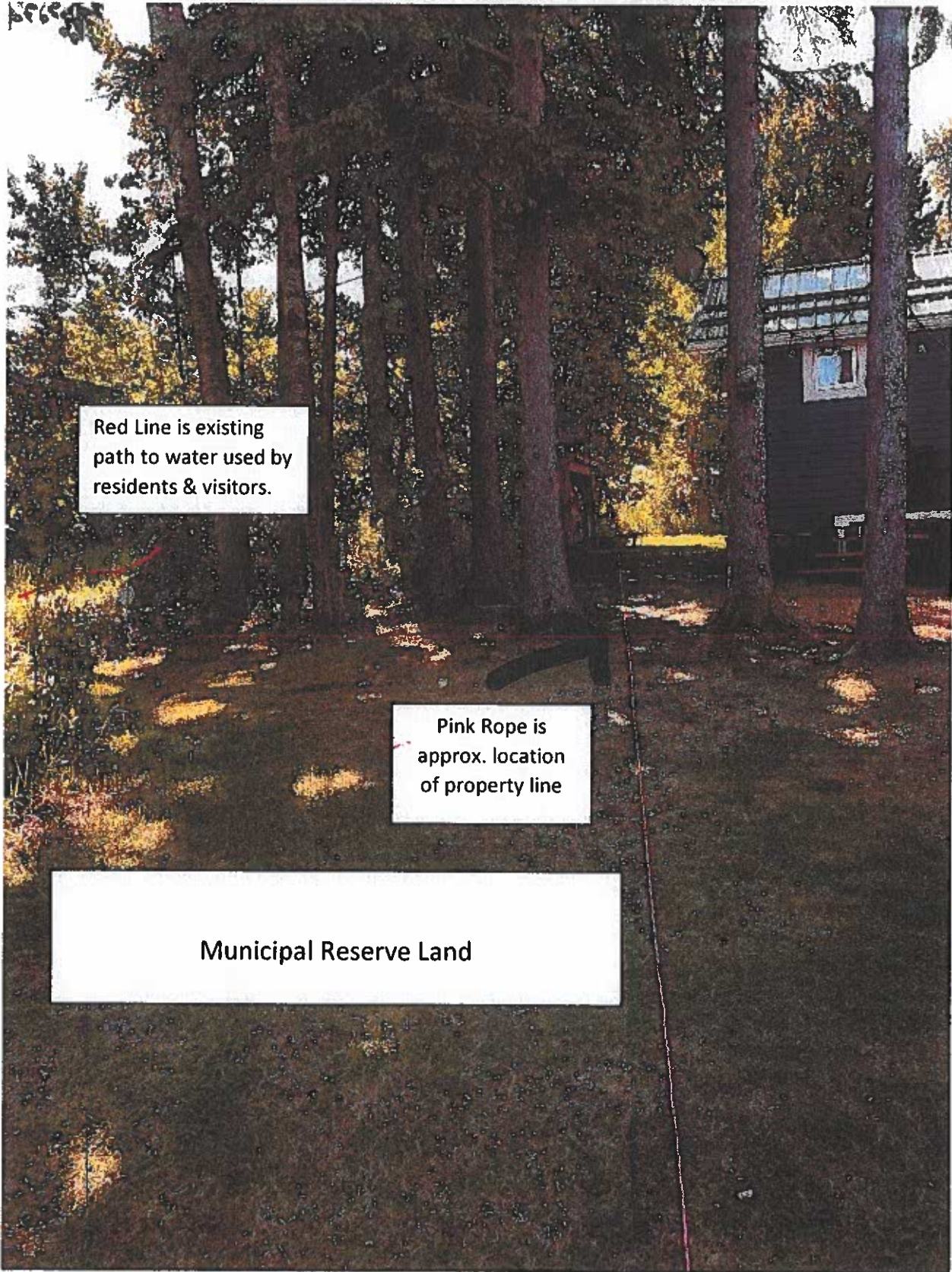
10



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# 15A Hazel Avenue



Red Line is existing path to water used by residents & visitors.

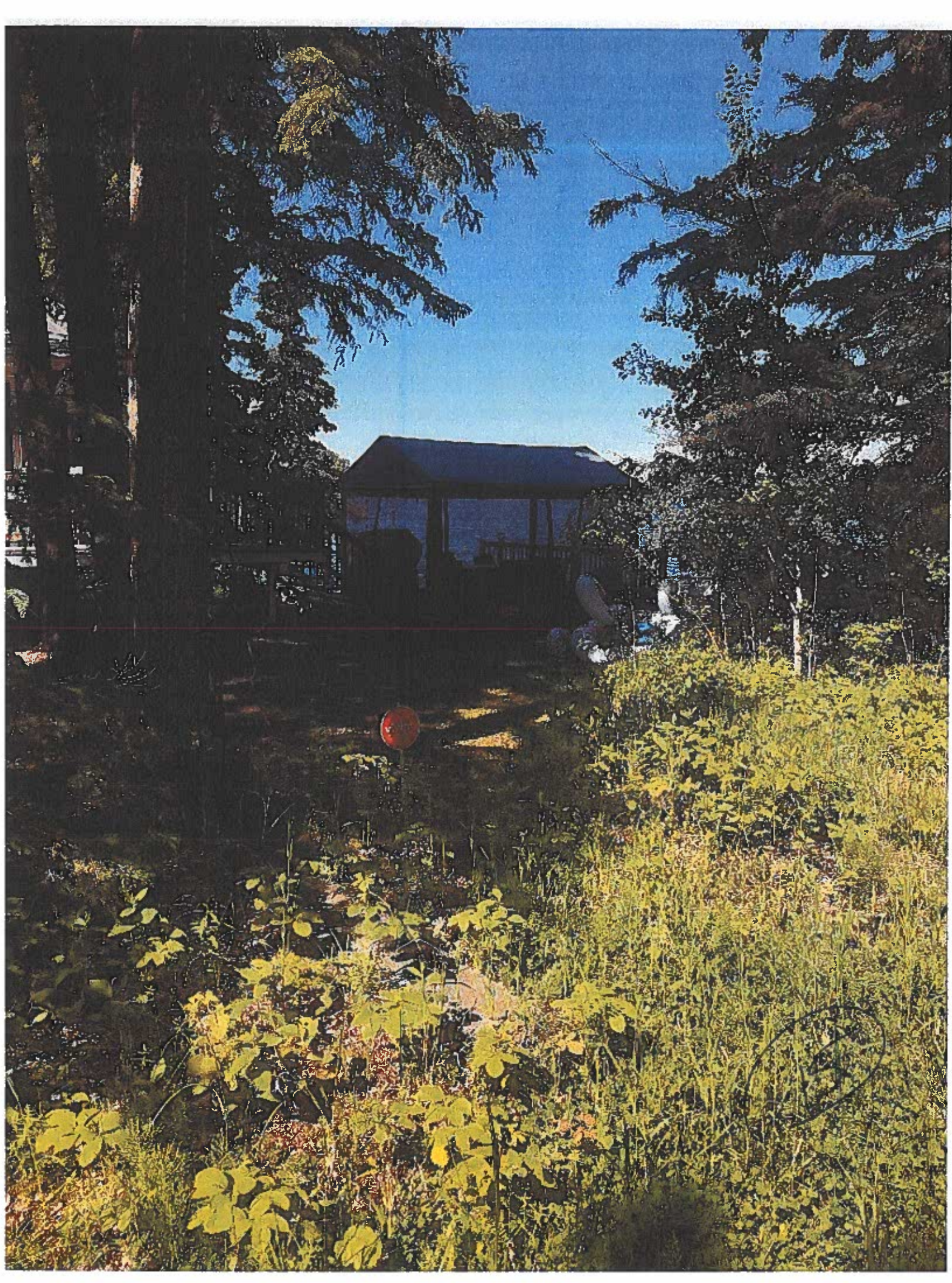
Pink Rope is approx. location of property line

Municipal Reserve Land

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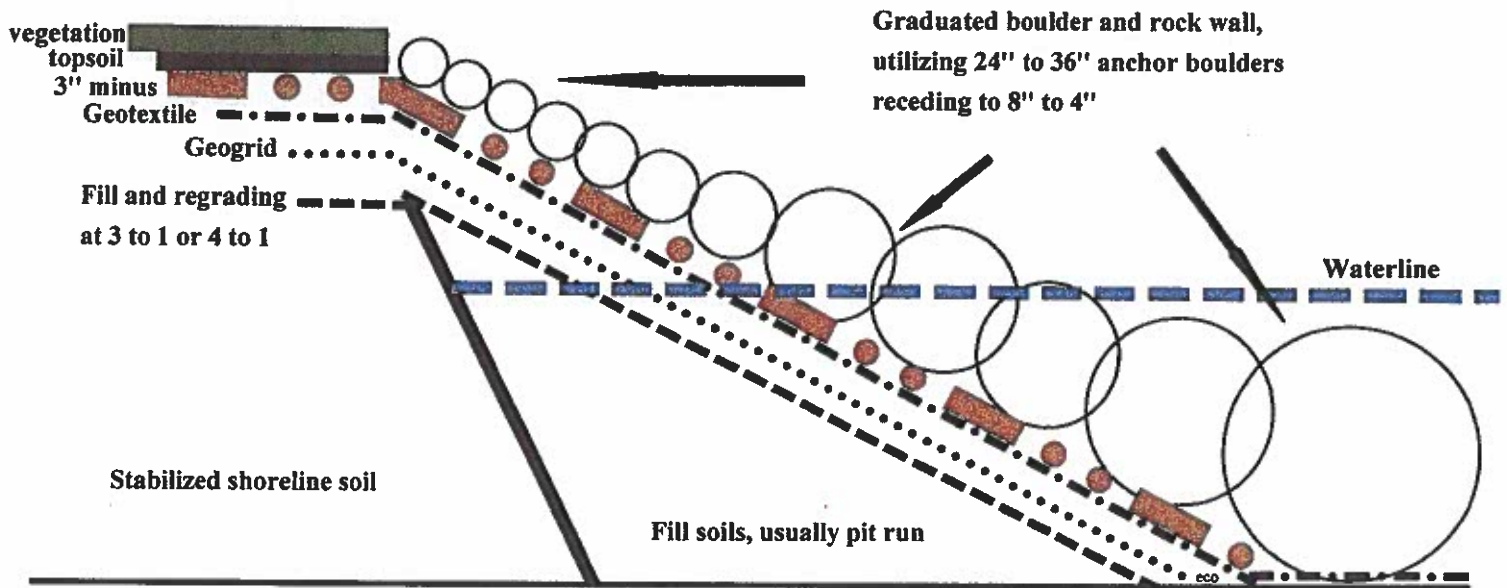


# Eco Contracting Services

www.ecofirst.ca

780 - 968 - 1964 info@ecofirst.ca

## Typical shoreline cross section diagram



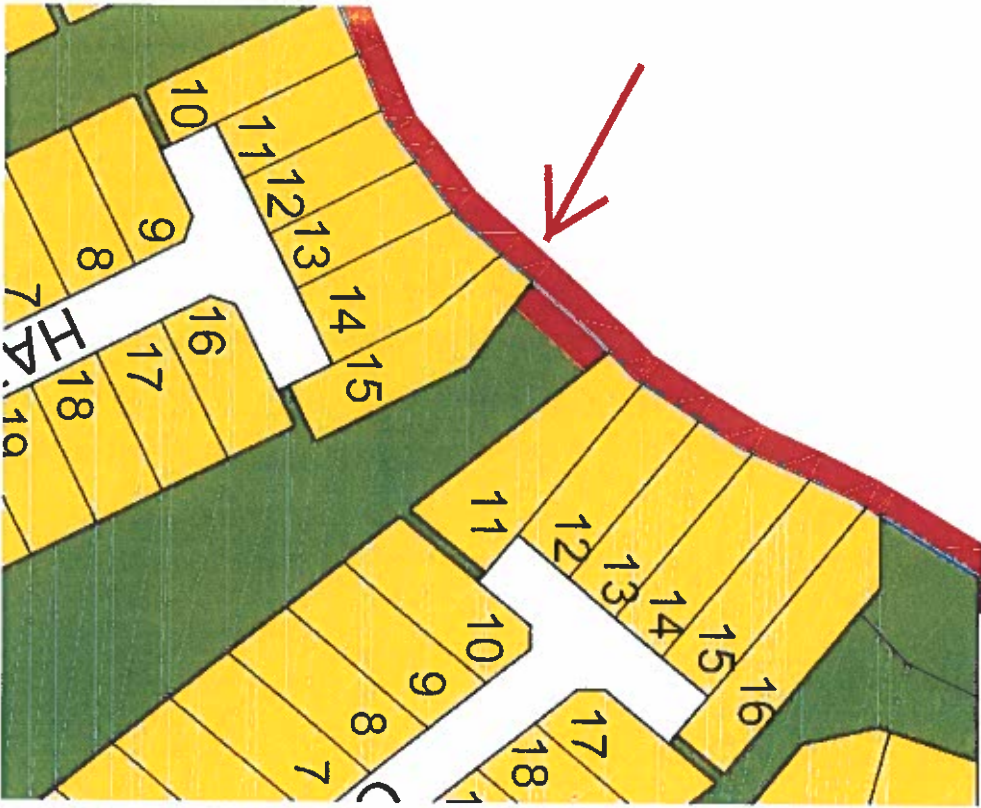
## Shoreline Restoration

The above diagram demonstrates the most proven and approved method of shoreline reconstruction and shielding. Generally owners are not permitted to expand the land surface area unless it is proven that a substantial loss has occurred. This is determined by both Provincial and Federal agencies governing waterways. Installation guidelines and permits are also strictly regulated and enforced.

The Geotextiles and grids are specifically designed for this application and high technology. The product cost and available sizing are generally beyond the capacity of a sole property owner to install.

Pit run has proven to be the best replacement for shoreline soils and offers the capacity for stability and compaction, while permitting water flow through the shield.

Once installed the shield offers the best protection against future erosion issues, however yearly maintenance and inspection is recommended.



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**DARWELL LAGOON COMMISSION**  
**Box 219**  
**Sangudo, Alberta T0E 2A0**  
**Phone: (780) 785-3411 or 1-866-880-5722**

Mayor Poulin  
PO Box 8  
Alberta Beach, AB T0E 0A0

April 23, 2020

Dear Sir:

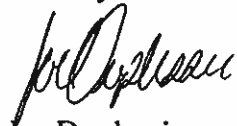
**RE: LAKE ISLE REGIONAL WASTEWATER LINE EXTENSION**

The Darwell Lagoon Commission (Commission) retained Stantec Consulting Ltd. (Stantec) to provide an assessment of the feasibility of providing a regional wastewater system to the Summer Villages along the lake, numerous residential subdivisions along the lake, Summer Villages and Hamlets within Parkland County. The intent was to determine the feasibility of providing wastewater disposal via a regional concept in order to preserve the lake's natural environment and mitigate the algae blooms that are understood to occur annually in Lake Isle.

The Commission is attaching the "DRAFT" Report Rev1 entitled "Darwell Regional Wastewater System Extension to Isle Lake Summer Villages Feasibility Study – February 24, 2020, for your review, comment, and potential input as the feasibility of such a system. The Commission would request that you have your Council and Administration review the "DRAFT" Report such that in the near future we may be able to meet or have a telephone conference to discuss the pros and cons of such a regional wastewater system.

If you have any questions, please do not hesitate to contact me. The Commission will be in contact with you and the other municipalities in order to set up a meeting (if we can) or arrange for a teleconference meeting.

Thank you



Joe Duplessie  
Darwell Lagoon Commission Manager

cc. Darwell Lagoon Commission

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**Darwell Regional Wastewater  
System Extension to Isle Lake  
Summer Villages Feasibility Study**

DRAFT REPORT Rev1

February 24, 2020

Prepared for:  
Darwell Lagoon Commission

Prepared by:  
Stantec Consulting Ltd.  
400-10220 103 Avenue NW  
Edmonton, AB T5J 0K4

Project No. 110126059



Revision	Description	Author		Quality Check		Independent Review	
0	Draft	Breagh Peel	BP	Stephan Weninger	SW	Roxanne Richardson	RR
1	Draft	Breagh Peel	BP	Stephan Weninger	SW	Roxanne Richardson	RR
2	Draft	Samuel Fritz	SF	Breagh Peel	BP	Stephan Weninger	SW

DRAFT



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**DARWELL REGIONAL WASTEWATER SYSTEM EXTENSION TO ISLE LAKE SUMMER VILLAGES  
FEASIBILITY STUDY**

This document entitled Darwell Regional Wastewater System Extension to Isle Lake Summer Villages Feasibility Study was prepared by Stantec Consulting Ltd. ("Stantec") for the account of Darwell Lagoon Commission (the "Client"). Any reliance on this document by any third party is strictly prohibited. The material in it reflects Stantec's professional judgment in light of the scope, schedule and other limitations stated in the document and in the contract between Stantec and the Client. The opinions in the document are based on conditions and information existing at the time the document was published and do not take into account any subsequent changes. In preparing the document, Stantec did not verify information supplied to it by others. Any use which a third party makes of this document is the responsibility of such third party. Such third party agrees that Stantec shall not be responsible for costs or damages of any kind, if any, suffered by it or any other third party as a result of decisions made or actions taken based on this document.

Prepared by \_\_\_\_\_  
(signature)

**Breagh Peel**

Reviewed by \_\_\_\_\_  
(signature)

**Stephan Weninger**

Approved by \_\_\_\_\_  
(signature)

**Roxanne Richardson**



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## Abbreviations

HDD	Horizontal Directional Drilling
LCPD	Liters per capita per day

DRAFT



2/6

Introduction  
February 2020

## 1.0 INTRODUCTION

The Darwell Lagoon Commission (Commission) retained Stantec Consulting Ltd. (Stantec) to provide an assessment of the feasibility of providing a regional wastewater system to the Summer Village of South View, Summer Village of Silver Sands and other unincorporated communities around Isle Lake. As requested by the Commission, this study has been extended to include those communities of Entwistle, Seba Beach, Gainford and Tomahawk which are near the lake and therefore may be within reasonable distance to the proposed system. The intent of this assessment is to help alleviate current demands on aging lagoon infrastructure and to promote the preservation of Isle Lake's natural environment and mitigate the algae blooms that are understood to occur annually in Isle Lake.

This report identifies the conceptual alignment, pipe sizing, and opinion of probable costs of the proposed regional wastewater system from, Entwistle, Tomahawk, Seba Beach, the Summer Villages, and other communities to the Darwell Wastewater Lagoons.

The natural topography of the area, with land sloping towards the lake, renders a gravity sewer system unfeasible for a retrofit situation. Therefore, for this system, it is assumed that the collection systems servicing the communities will be comprised of low-pressure sewer systems in which each service connection will have a small (1-2 hp) pumping station with a small holding tank. Each pump will connect to the collection system which will transmit collected wastewater to a communal lift station, complete with a holding tank.

The communal lift station will pump the wastewater to the Darwell Wastewater Lagoons for treatment. For the purposes of this study, service lines and pumping stations on private property are not considered in any project opinion of probable costs.

### 1.1 LOCATION

Isle Lake lies within both Parkland County and Lac Ste. Anne County. It is located approximately 80 km west of the City of Edmonton. Figure 1.0 in Appendix A outlines the area that will be serviced with the systems. The lake is a medium-sized freshwater lake is fed by the Sturgeon River which eventually flows into the North Saskatchewan River. Isle Lake has 23 km<sup>2</sup> of surface area and a max depth of 7.5 m. The lake is susceptible to algae blooms with high concentrations of phosphorus.

### 1.2 POPULATION

#### 1.2.1 Summer Village of South View

The Summer Village of South View is located on the northern shore of Isle Lake. According to the Statistics Profile from the Alberta Government, the Summer Village of South View has 50 dwelling units with a permanent population of 67 in 2018. However, 128 Lots are identified on the Land Use Bylaw Map dated December 2015. From Google Maps imagery, the count for developed lots was 120. This discrepancy is likely a function of the recreational nature of the Summer Village, as not all residents will be full time residents of the community. For the purposes of this study and the conceptual sizing of the proposed wastewater system, the counted 120 lots will be used as the design basis for the community since it would be expected that the 120 lots would connect to the future system.



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# DARWELL REGIONAL WASTEWATER SYSTEM EXTENSION TO ISLE LAKE SUMMER VILLAGES FEASIBILITY STUDY

Introduction  
February 2020

## 1.2.2 Summer Village of Silver Sands

The Summer Village of Silver Sands is located on the shores of Isle Lake. As per the 2014 Municipal Development Plan, there are 340 available lots. As stated in the Statistics Profile from the Alberta Government, there are 87 dwellings with a permanent population of 160 people in 2018. The lots counted in Silver Sands on Google Maps was 324. This includes both the east and west areas.

## 1.2.3 Camp He Ho Ha

Camo He Ho Ha (Health, Hope, Happiness) located on the shores of Isle Lake is a year-round facility with a camp capacity of 200 based on information contained on its website.

## 1.2.4 Hamlet of Entwistle

The Hamlet of Entwistle on is located at the intersection of Highway 16 and the Pembina River with a wastewater lagoon north of Township Road 534. As a study participant, Entwistle provided their current population of 1,026 people.

## 1.2.5 Summer Village of Seba Beach

The Summer Village of Seba Beach is located on the eastern shore of Wabamun Lake with an evaporative wastewater lagoon off Range Road 61. The lagoon was closed in 2005 due to a high fluid level, which was breaching the berms leading to wastewater volumes being hauled to the Entwistle and Darwell Lagoons. As stated in the Statistics Profile from the Alberta Government, there are 49 dwellings with a permanent population of 169 people in 2019.

## 1.2.6 Hamlet of Tomahawk

The Hamlet of Tomahawk on is located at the intersection of Highway 759 and Township Road 512 with a wastewater lagoon north of Township Road 512 east of the Hamlet. As a study participant, Tomahawk provided their current population of 74 people.

## 1.2.7 Other Communities

There are numerous other communities along, or just off, the shore of Isle Lake, which are unincorporated. For these communities, lot numbers (including condo sites) were counted using Google Maps imagery, and in the case of campgrounds, camp websites were consulted for camp site numbers. Community lot and campsite numbers are summarized here:

- Eureka Beach: 58 lots
- Sunnyside Estates: 61 lots
- Horne Beach & Condo: 16 lots
- Island View Harbour: 77 lots
- Hofmann Beach: 78 lots
- Sherwood Cove: 90 lots
- Woodland Bay Estates: 44 lots
- Sunset Shores: 109 lots
- Sunset Beach: 38 lots
- Summer View Heights: 56 lots
- Range Road 55B: 3 lots
- Camp Koinonia: 88 lots + 100 campsites
- Lake Isle Estates: 103 lots
- Bay Bridge Park: 48 lots
- Range Road 55B: 3 lots
- Hamlet of Gainford: 105 lots



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# DARWELL REGIONAL WASTEWATER SYSTEM EXTENSION TO ISLE LAKE SUMMER VILLAGES FEASIBILITY STUDY

Introduction  
February 2020

## 1.2.8 Population Projections

For this report, it is assumed that there are a conceptual 2.5 people per lot with a total growth of 20% in the next 25 years. Both the growth rate and the number of people per lot are considered to be conservative allowances, however deemed necessary in this situation. The rate of 2.5 people per lot recognizes the recreational nature of the area, wherein it is reasonable to expect an occupancy slightly higher than that of average dwellings in the Province, especially during seasonal peak periods such as long weekends. The 20% growth rate over 25 years is not supported by census data, however, a small allowance for growth is recommended here as the provision of wastewater collection is expected to increase the development potential of the area. As such, **Table 1.1** below represents the estimated population for the long term growth horizon.

The estimated population is accounted for the peak residences.

**Table 1.1: Estimated 25-Year Population**

Area	2018 Census Population	Lots (Counted)	Assumed Population (Lots x 2.5)	25 Year Horizon (Population)
Bay Bridge Park	-	48	120	144
Camp He Ho Ha (population based on camp capacity)	-	-	200	240
Camp Koinonia Community	-	88 + 100 Campsites	470	564
Eureka Beach	-	58	145	174
Hamlet of Entwistle	1,026	-	1,026	1,232
Hamlet of Gainford	-	105	263	316
Hamlet of Tomahawk	74	-	74	89
Hofmann Beach	-	78	195	234
Horne Beach and Condo	-	16	40	48
Island View Harbour	-	77	193	232
Lake Isle Estates	-	103	258	310
Range Road 55B	-	3	8	10
Summer Village of South View	67	120	300	360
Summer Village of Silver Sands	160	324	810	972
Sunnyside Estates	-	61	153	184
Sherwood Cove	-	90	225	270
Summer View Heights	-	56	140	168
Sunset Beach	-	38	95	114
Sunset Shores	-	109	273	328
Woodland Bay Estates	-	53	133	160
<b>Totals</b>			<b>5,121</b>	<b>6,149</b>

\*\*\*As the Hamlets of Entwistle and Tomahawk are known populations unaffected by seasonal fluctuation, the 20% 25-year population growth factor was applied directly to their populations.

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DARWELL REGIONAL WASTEWATER SYSTEM EXTENSION TO ISLE LAKE SUMMER VILLAGES  
FEASIBILITY STUDY

Introduction  
February 2020

**1.3 FLOW PROJECTIONS AND PIPE SIZING**

A hydraulic model has not been completed at this time. For this report, it is assumed that the flow is 200 liters per capita per day (lcpd) for residential users and 100 lcpd for campsites, with a diurnal peaking factor of 3 to account for peak flows during the day. In a typical residential development, a peaking factor of 6 or 6.5 would be expected for a communities of comparable size, however a peaking factor of 3 is employed here as peak wastewater spikes are expected to be moderated by the recreational nature of the communities (people using recreational properties are not typically on the same morning and evening schedules as those in a normal residential community), and by the availability of a small amount of wastewater storage that would be included in a household pumping station that would connect to a low pressure collection system. By using this concept, **Table 1.2** below summarizes the flows for each leg of the conceptual system. With the assumed pipe flow, recommended pipe sizes are calculated for each leg.

**Table 1.2: Flows and Pipe Size Summary of Each Leg**

Sanitary Leg	25 Year Horizon Population	Flow	Daily Peak Flow	Recommended Collection System Pipe Size
		(m <sup>3</sup> /day)	(L/s)	(mm)
Bay Bridge Park	144	30	1.4	75
Camp He Ho Ha (population based on camp capacity)	240	24	1.1	75
Camp Koinonia Community	564	83	3.8	75
Eureka Beach	174	35	1.3	75
Hamlet of Entwistle	1,232	247	11.4	100
Hamlet of Gainford	316	64	2.9	75
Hamlet of Tomahawk	89	18	0.8	75
Hofmann Beach	234	47	3.3	75
Horne Beach and Condo	48	10	0.4	75
Island View Harbour	232	47	2.1	75
Lake Isle Estates	310	62	1.7	75
Range Road 55B	10	2	0.1	75
Summer Village of South View	360	72	1.4	75
Summer Village of Silver Sands	972	195	6.5	75
Sunnyside Estates	184	37	1.7	75
Sherwood Cove	270	54	2.5	75
Summer View Heights	168	34	1.2	75
Sunset Beach	114	23	1.1	75
Sunset Shores	328	66	1.2	75
Woodland Bay Estates	160	32	1.5	75
<b>Total</b>	<b>6,149</b>	<b>1,182</b>	<b>-</b>	<b>-</b>

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# DARWELL REGIONAL WASTEWATER SYSTEM EXTENSION TO ISLE LAKE SUMMER VILLAGES FEASIBILITY STUDY

Introduction  
February 2020

The overall alignment of the sanitary extension line from the communities of Lake Isle, Summer Village of South View, Eureka Beach and Summer of Village of Silver Sands to Hamlet of Entwistle, Summer Village of Seba Beach, the Hamlet of Gainford, and the Hamlett of Tomahawk are shown in **Figure 1.0**.

The Hamlet of Entwistle Transmission Line Extension alignment is shown in **Figure 2.0**.

The Hamlet of Tomahawk including the Summer Village of Seba Beach Connection Transmission Line Extension alignment is shown in **Figure 3.0**.

The Isle Lake sanitary transmission line alignment plus the community collection service lines including the Hamlet of Gainford are included in **Figure 4.0**.

These alignments identify the shortest route for the pipeline to run along municipal or Alberta Transportation's road right-of-way and limit the amount of parallel pipe runs.

These conceptual alignments do not currently accommodate re-routing around wetland/watercourses and utility crossings, as it is assumed here that all lines will be directionally drilled for their full alignments.

There are, however, a few major drills that are required for crossings, these include:

- Hwy 16
- Hwy 627
- Hwy 633
- Hwy 757
- Hwy 765
- Mouth of Isle Lake
- Round Lake
- Sturgeon River

Lift stations are planned to be located to ensure system pressures remain in the 60 – 80psi range, and also minimized so that locations of air releases to atmosphere are limited. During subsequent stages of design, lift station locations should be reviewed to ensure the number and locations remains reasonable as additional design detail is added to the project.



# DARWELL REGIONAL WASTEWATER SYSTEM EXTENSION TO ISLE LAKE SUMMER VILLAGES FEASIBILITY STUDY

Opinion of Probable Cost  
February 2020

## 2.0 OPINION OF PROBABLE COST

The Opinion of Probable Cost for each line segment and internal collection system will heavily depend on the natural limitations the proposed alignment system brings forth during the horizontal directional drilling (HDD) process.

From previously drilled wastewater conveyance projects with similar pipe sizes, a unit price cost (excluding contingencies, engineering and other professional services) for the entire project is estimated to about \$125 per lineal meter of low pressure collection main, plus approximately \$5,000 per service connection (from collection main to property line), and about \$250 per lineal meter of transmission pipeline. Lift stations are projected at \$1,200,000 each (excluding contingencies, engineering and other professional services as well as land), which presumes a submersible pump style lift station, up to 3m deep and 2.5m in diameter, with no building, a generator and an upstream holding tank for flow balancing and emergency storage. **Table 2.1** summarizes the overall Opinion of Probable Cost of the proposed system, including Contingency and Engineering, and is divided into legs to reflect a logical sequencing for the work and corresponding to the attached **Figure 1.0**. Note that the opinion of probable cost is based on use of public rights of way for alignment and no allowances have been made for assembly of rights of way in private lands. Based on the level of detail attributed to the design elements in this study, the Opinion of Probable Cost considered is considered a Class 4 Level Cost Estimate based on AACE International (Feasibility) standards for a 1%-15% project definition level, and is considered accurate to a -30% to +50% cost range.

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DARWELL REGIONAL WASTEWATER SYSTEM EXTENSION TO ISLE LAKE SUMMER VILLAGES FEASIBILITY STUDY

Opinion of Probable Cost  
February 2020

**Table 2.1: Overall Opinion of Probable Cost**

		Transmission System				Collection System					Total Cost
		Transmission System Length (m)	Transmission System Line Cost	Lift Station Cost	Subtotal Transmission Section Cost	Collection System Length (m)	Collection System Line Cost	Initial Service Connections	Initial Service Connections Cost	Subtotal Collection Legs Cost	
North Leg	Section 1 - Entwistle to Woodland Bay	12,800	\$ 3,200,000	\$ 1,200,000	\$ 4,400,000	2100	\$ 262,500	133	\$ 665,000	\$ 927,500	\$ 5,327,500
	Section 2 - Woodland Bay to Hofmann	8,100	\$ 2,025,000		\$ 2,025,000	3200	\$ 400,000	93	\$ 465,000	\$ 865,000	\$ 2,890,000
	Section 3 - Hofmann to Sunnyside	5,300	\$ 1,325,000	\$ 1,200,000	\$ 2,525,000	4500	\$ 562,500	274	\$ 1,370,000	\$ 1,932,500	\$ 4,457,500
	Section 4 - Sunnyside to Darwell	6,000	\$ 1,500,000	\$ 1,200,000	\$ 2,700,000	1000	\$ 125,000		\$ -	\$ 125,000	\$ 2,825,000
South Leg	Section 1 - Seba Beach to Summer View	5,800	\$ 1,450,000	\$ 1,200,000	\$ 2,650,000	6000	\$ 750,000	105	\$ 525,000	\$ 1,275,000	\$ 3,925,000
	Section 2 - Summer View to Silver Sands	7,400	\$ 1,850,000		\$ 1,850,000	12700	\$ 1,587,500	430	\$ 2,150,000	\$ 3,737,500	\$ 5,587,500
	Section 3 - Silver Sands to Sunnyside	5,000	\$ 1,250,000	\$ 1,200,000	\$ 2,450,000	3300	\$ 412,500	329	\$ 1,645,000	\$ 2,057,500	\$ 4,507,500
Tomahawk Extension	Section 1 - Seba Beach to Hwy 627	13,700	\$ 3,425,000		\$ 3,425,000		\$ -		\$ -	\$ -	\$ 3,425,000
	Section 2 - Hwy 627 to Tomahawk	7,600	\$ 1,900,000	\$ 1,200,000	\$ 3,100,000		\$ -		\$ -	\$ -	\$ 3,100,000
<b>Contingency and Engineering (35%)</b>					\$ 8,793,750					\$ 3,822,000	\$ 12,615,750
<b>Totals</b>					\$ 33,918,750					\$ 14,742,000	\$ 48,660,750



DARWELL REGIONAL WASTEWATER SYSTEM EXTENSION TO ISLE LAKE SUMMER VILLAGES FEASIBILITY STUDY

Opinion of Probable Cost  
February 2020

	Alignment Section	Transmission System				Collection System				
		Transmission System Length (m)	Transmission System Line Cost	Lift Station Cost	Subtotal Transmission Section Cost	Collection System Length (m)	Collection System Line Cost	Initial Service Connections	Initial Service Connections Cost	Subtotal Collection Legs Cost
North Leg	Section 1 - Entwistle to Woodland Bay	12,800	\$ 3,200,000	\$ 1,200,000	\$ 4,400,000	2100	\$ 262,500	133	\$ 665,000	\$ 927,500
	Section 2 - Woodland Bay to Hofmann	8,100	\$ 2,025,000		\$ 2,025,000	3200	\$ 400,000	93	\$ 465,000	\$ 865,000
	Section 3 - Hofmann to Sunnyside	5,300	\$ 1,325,000	\$ 1,200,000	\$ 2,525,000	4500	\$ 562,500	274	\$ 1,370,000	\$ 1,932,500
	Section 4 - Sunnyside to Darwell	6,000	\$ 1,500,000	\$ 1,200,000	\$ 2,700,000	1000	\$ 125,000		\$ -	\$ 125,000
South Leg	Section 1 - Seba Beach to Summer View	5,800	\$ 1,450,000	\$ 1,200,000	\$ 2,650,000	6000	\$ 750,000	105	\$ 525,000	\$ 1,275,000
	Section 2 - Summer View to Silver Sands	7,400	\$ 1,850,000		\$ 1,850,000	12700	\$ 1,587,500	430	\$ 2,150,000	\$ 3,737,500
	Section 3 - Silver Sands to Sunnyside	5,000	\$ 1,250,000	\$ 1,200,000	\$ 2,450,000	3300	\$ 412,500	329	\$ 1,645,000	\$ 2,057,500
Tomahawk	Section 1 - Seba Beach to Hwy 627	13,700	\$ 3,425,000		\$ 3,425,000		\$ -		\$ -	\$ -
	Section 2 - Hwy 627 to Tomahawk	7,600	\$ 1,900,000	\$ 1,200,000	\$ 3,100,000		\$ -		\$ -	\$ -
	<b>Contingency and Engineering (35%)</b>				\$ 8,793,750					\$ 3,822,000
	<b>Totals</b>				\$ 33,918,750					\$ 14,742,000



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Conclusions  
February 2020

### 3.0 CONCLUSIONS

Isle Lake is a fairly shallow lake that has been susceptible to algae blooms, and the proper disposal of wastewater through low pressure collection systems connected to a regional wastewater transmission system extending to Darwell will help to alleviate this issue.

The preferred method for connecting homes, businesses and institutional facilities to the proposed system is by creating a series of low pressure wastewater collection systems, with a small holding tank and pump at each building pumping into a series of low pressure (under 80 psi) forcemains that connect to a community wastewater lift station which in turn pumps into a regional transmission line which discharges at the existing lagoon site near Darwell. The total project value is currently projected at \$48.7M, and does not include any private land assembly, but does include \$33.9M for the transmission network and \$14.7M for the low-pressure collection systems and service lines from the collection main to the property line. In its ultimate buildout, the proposed low pressure collection system and transmission line will service a population of approximately 6,149, service communities along approximately 72 km of transmission main, and 33 km of low pressure collection mains to transfer approximately 1,200 m<sup>3</sup>/day of wastewater away from Isle Lake to the Darwell Wastewater Lagoons.

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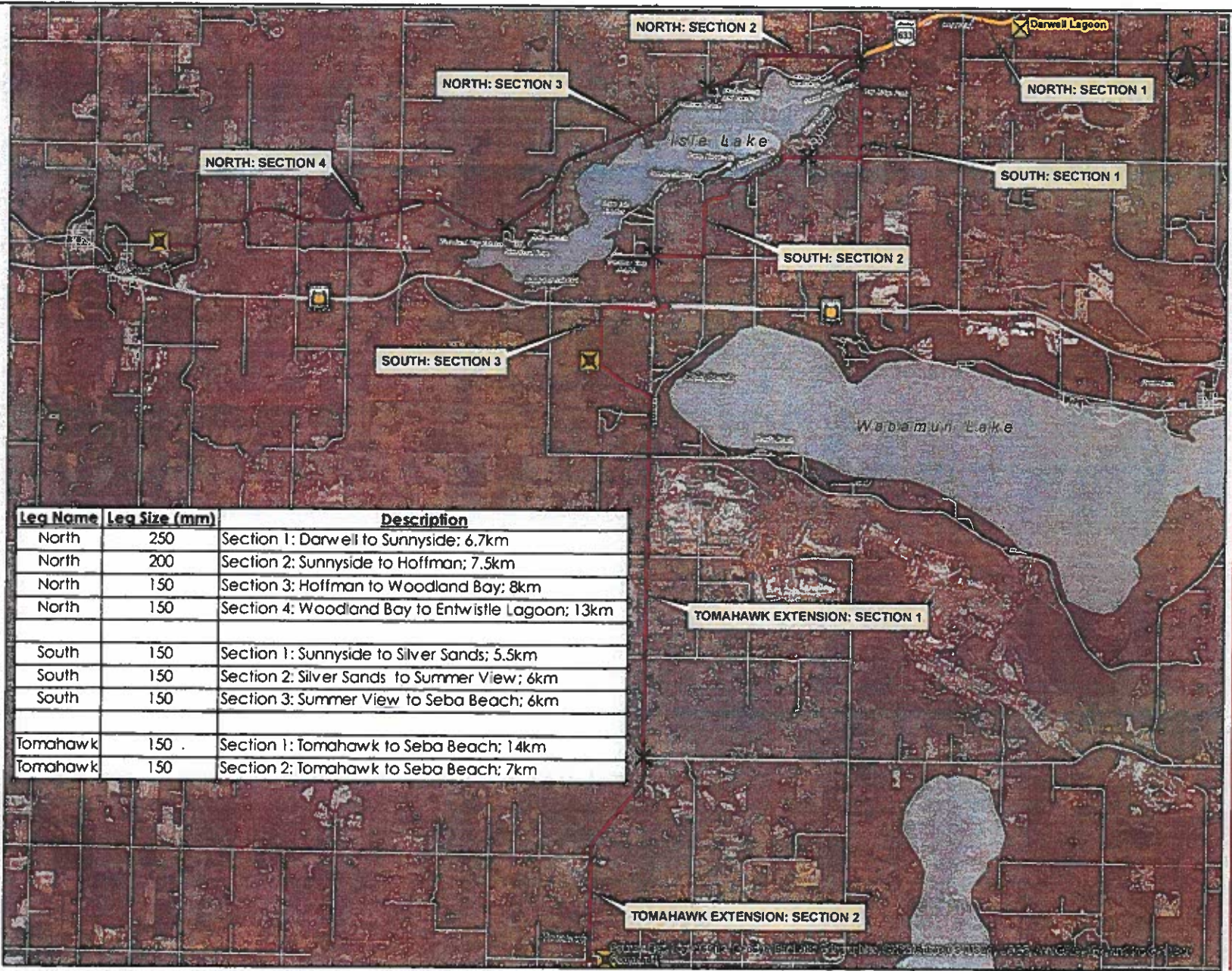
Appendix A  
Sewer Line Extension  
February 2020

**Appendix A**  
**SEWER LINE EXTENSION**

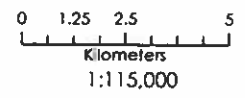
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- ✕ Begin/End Section
- Lagoon
- Lift Station
- Lagoon and Lift Station
- North Transmission Line
- South Transmission Line
- Transmission to Darwell WWTP
- Roads

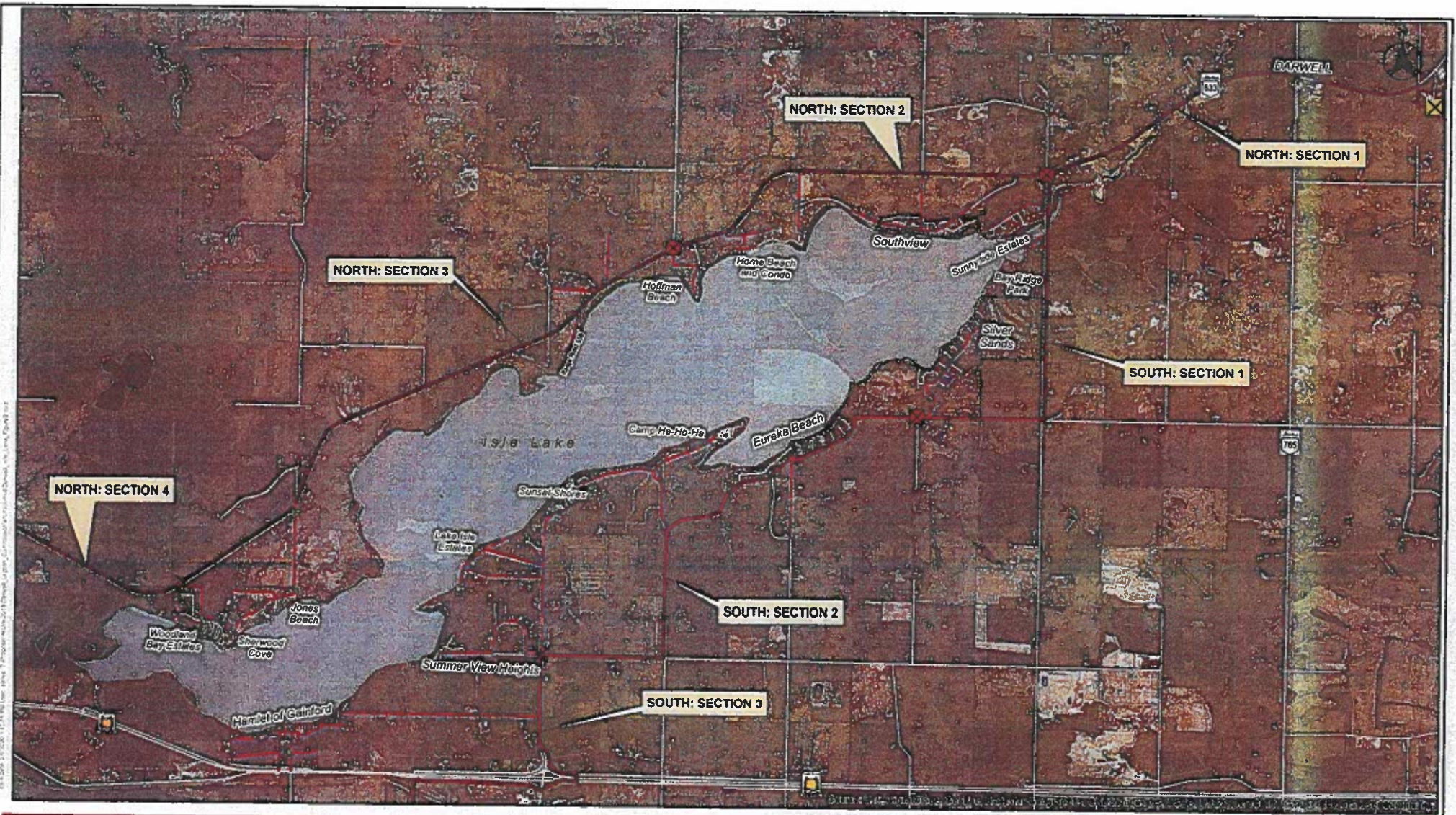


Leg Name	Leg Size (mm)	Description
North	250	Section 1: Darwell to Sunnyside; 6.7km
North	200	Section 2: Sunnyside to Hoffman; 7.5km
North	150	Section 3: Hoffman to Woodland Bay; 8km
North	150	Section 4: Woodland Bay to Entwistle Lagoon; 13km
South	150	Section 1: Sunnyside to Silver Sands; 5.5km
South	150	Section 2: Silver Sands to Summer View; 6km
South	150	Section 3: Summer View to Seba Beach; 6km
Tomahawk	150	Section 1: Tomahawk to Seba Beach; 14km
Tomahawk	150	Section 2: Tomahawk to Seba Beach; 7km

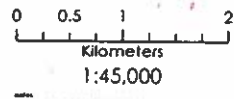
CONCEPTUAL - FEB 6, 2020  
 OVERALL SEWER LINE EXTENSION  
 FIGURE 1.0  
 DARWELL LAGOON COMMISSION  
 LAC STE. ANNE COUNTY


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- Community Collection Lines
- North Transmission Line
- South Transmission Line
- Lagoon
- Lift Station
- ✕ Begin/End Section





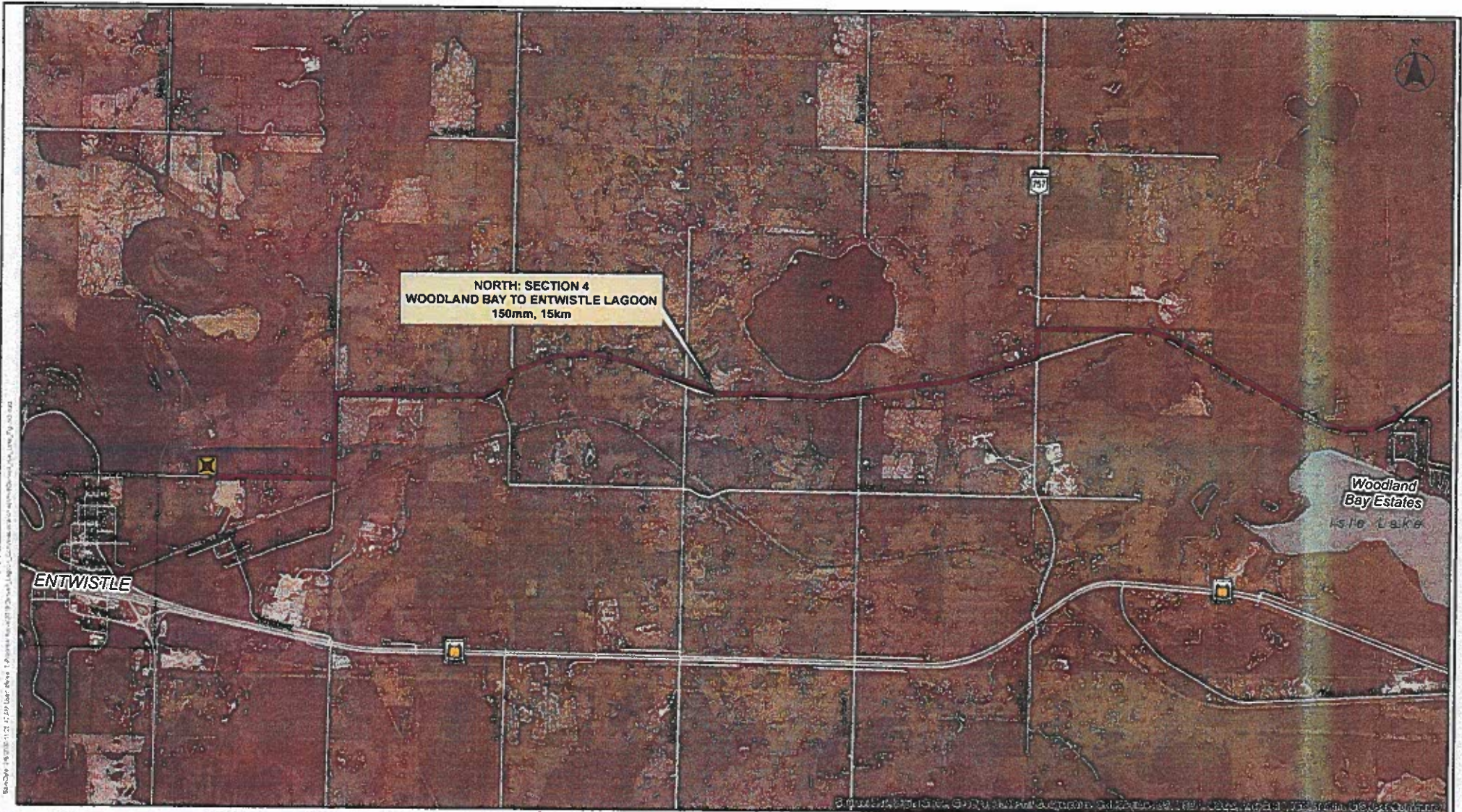
CONCEPTUAL - FEB 6, 2020

**FIGURE 2.0: ISLE LAKE SEWER LINE EXTENSION**

DARWELL LAGOON COMMISSION

LAC STE. ANNE COUNTY

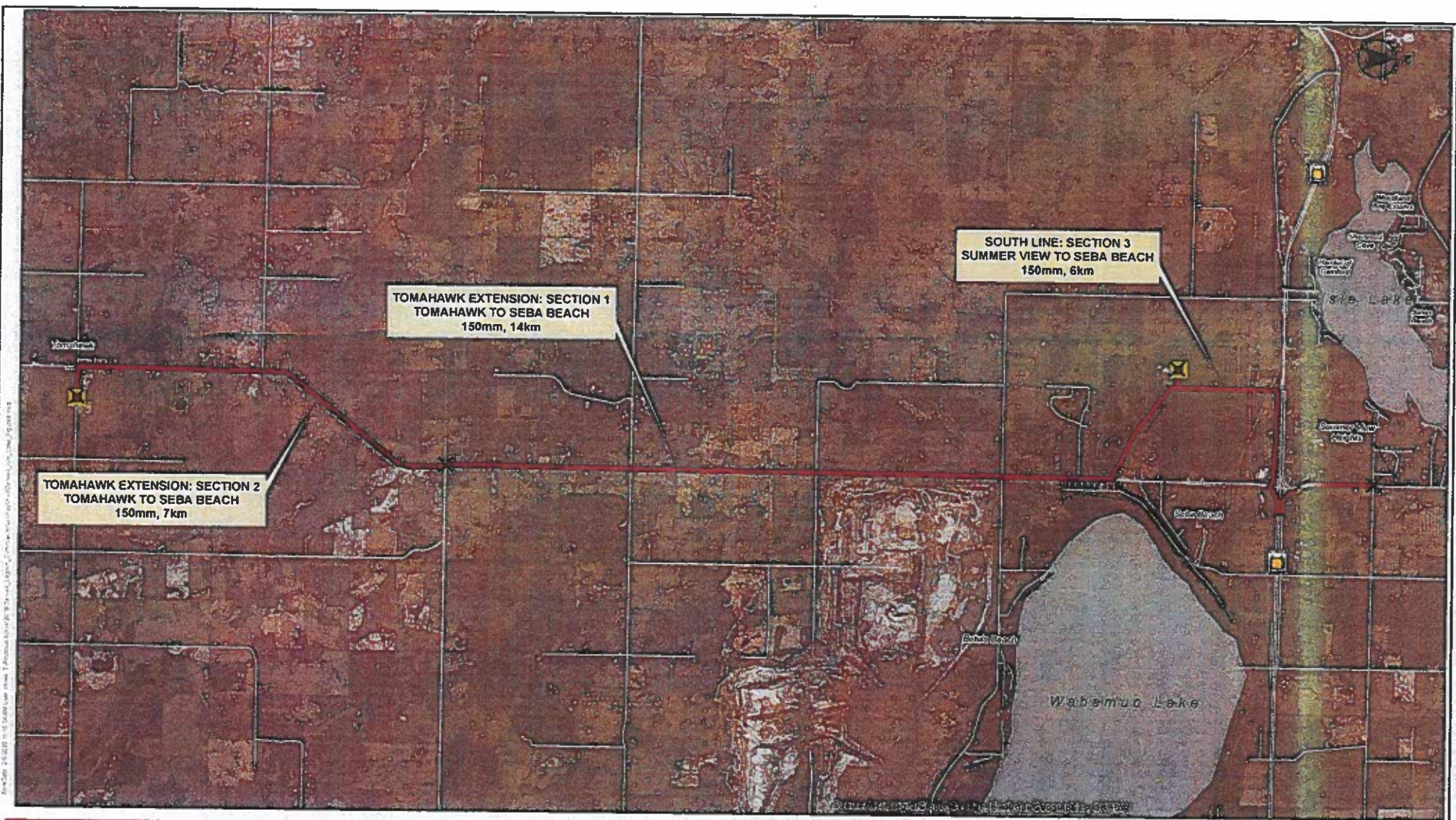
38




**Stantec**

**FIGURE 3.0: NORTH LEG - ENTWISTLE TO WOODLAND BAY ESTATES**  
 CONCEPTUAL - FEB 6, 2020  
 DARWELL LAGOON COMMISSION  
 LAC STE. ANNE COUNTY

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**TOMAHAWK EXTENSION: SECTION 1**  
**TOMAHAWK TO SEBA BEACH**  
 150mm, 14km

**TOMAHAWK EXTENSION: SECTION 2**  
**TOMAHAWK TO SEBA BEACH**  
 150mm, 7km

**SOUTH LINE: SECTION 3**  
**SUMMER VIEW TO SEBA BEACH**  
 150mm, 6km

	Tomahawk to Highway 16 Transmission Main		Begin/End Section
	Roads		Lagoon and Lift Station
	Community		

0 0.75 1.5 3  
 Kilometers  
 1:60,000

**Stantec**

**FIGURE 4.0: SOUTH LEG - TOMAHAWK TO HIGHWAY 16**

CONCEPTUAL - FEB 6, 2020  
 DARWELL LAGOON COMMISSION  
 LAC STE. ANNE COUNTY

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Mayerthorpe

April 7, 2020

Wendy Wildman, CAO  
Summer Village of Silver Sands  
Box 8  
Alberta Beach Alberta T0E 0A0

Dear Wendy Wildman, CAO:

**Re: AFRRCS Third Party Agreement with Town of Mayerthorpe**

In accordance with the terms of the Alberta Emergency Management Agency Alberta First Responders Radio Communications System (AFRRCS) Access Agreement with Her Majesty the Queen in the Right of Alberta represented by the Minister of Justice and the Solicitor General and the Town of Mayerthorpe the above noted Third Party Agreement with your municipality is terminated immediately. Contrary to original advice received, the Town of Mayerthorpe has been advised that the Third Party Agreements between the Town of Mayerthorpe and applicable municipalities are not permitted.

Should your municipality wish to remain on AFRRCS, you will need to enter into an agreement with the province directly. To commence this process, please contact Brian Saunders, Business Relationship Coordinator, AFRRCS, by calling 780-901-8459 or e-mailing [brian.saunders@gov.ab.ca](mailto:brian.saunders@gov.ab.ca)

If you have any questions or require clarification, please feel free to contact the undersigned or Dwight Dawn, Community Peace Officer at 780-786-2416.

Yours truly,

for: Karen St. Martin  
Chief Administrative Officer

/krs

cc. Gordon J. Beagle, Operations Manager, Ministry of Municipal Affairs, Alberta Emergency Management Agency, AFRRCS

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File



# Summer Village of Silver Sands

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

March 2<sup>nd</sup>, 2017

Town of Mayerthorpe  
Box 420  
Mayerthorpe, AB. T0E 1N0

Att: Karen St. Martin, CAO

Dear Karen:

Re: **AFRRCS Third Party Agreement**

In reference to the above noted, please be advised your January 26<sup>th</sup>, 2017 letter and attached agreement regarding same was presented to the Council of the Summer Village of Silver Sands at their regular meeting of February 24<sup>th</sup>, 2017.

I am very pleased to advise Council approved the noted agreement, and authorized its execution. Enclosed you will find one fully executed agreement for your records.

On behalf of the Summer Village of Silver Sands I would like to extend our thanks to yourself and your Council for stepping up and leading this part of the project, and entering into this agreement with the Province on behalf of all member municipalities.

Yours truly,

Wendy Wildman  
Chief Administrative Officer  
Summer Village of Silver Sands

/ww

Encl.

c.c. Council

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# Town of Mayerthorpe

P.O. Box 420  
Mayerthorpe, Alberta T0E 1N0  
Tel: 780-786-2416 (Office) Fax: 780-786-4590  
Email: [admin@mayerthorpe.ca](mailto:admin@mayerthorpe.ca)  
[www.mayerthorpe.ca](http://www.mayerthorpe.ca)

January 26, 2017

Wendy Wildman, CAO  
Summer Village of Silver Sands  
Box 8  
Alberta Beach Alberta T0E 0A0

Dear Wendy Wildman, CAO:

**Re: AFRRCS Third Party Agreement**

Enclosed please find two originals of the above noted agreement with respect to the Town of Mayerthorpe extending third party access to the Alberta First Responder Radio Communication System (AFRRCS). Please execute both agreements, retain one agreement for your records, and return one agreement to the Town of Mayerthorpe for our records.

If you have any questions in relation to the foregoing, please do not hesitate to contact myself or Peace Officer Dawn at 780-786-2416.

Yours truly,

Karen St. Martin  
Chief Administrative Officer

/krs

Encl.

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**MEMORANDUM OF AGREEMENT ENTERED INTO THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2017.**

**BETWEEN:**

**TOWN OF MAYERTHORPE**

A Municipal Corporation in the Province of Alberta  
(Hereinafter referred to as "Mayerthorpe")

**OF THE FIRST PART**

**And**

**SUMMER VILLAGE OF SILVER SANDS**

A Municipal Corporation in the Province of Alberta  
(Hereinafter referred to as "Silver Sands")

**OF THE SECOND PART**

**THIRD PARTY ACCESS AGREEMENT**

**WHEREAS** Mayerthorpe has entered into an Alberta First Responders Radio Communications System (AFRRCS) Access Agreement with Her Majesty the Queen in the Right of Alberta represented by the Minister of Justice and the Solicitor General for the purpose of gaining access to public safety communications,

**AND WHEREAS** Silver Sands desires to enter into an AFRRCS Third Party Access Agreement (herein after referred "the Agreement) with Mayerthorpe being the designated representative under AFRRCS Access Agreement to obtain access to public safety communication services within the boundaries of Silver Sands,

**AND WHEREAS** Mayerthorpe has agreed to be the designated representative on behalf of Silver Sands under the AFRRCS Access Agreement,

**AND WHEREAS** Mayerthorpe has obtained consent of the Province to provide third party access to Silver Sands in accordance with the AFRRCS Access Agreement.

**NOW THEREFORE** the Agreement witnesses that in consideration of the terms and consideration contained in the Agreement, Mayerthorpe and Silver Sands agree to the following:

1. The term of the Agreement shall commence on the date when the Agreement is signed by both parties.
2. Mayerthorpe agrees to provide Silver Sands with third party access to the AFRRCS public safety communication services system, conditional on the following:
  - (a) Strict adherence to all provisions of the AFRRCS Access Agreement, copy of AFRRCS Access Agreement attached as Schedule "A".
3. Silver Sands agrees to indemnify and save harmless Mayerthorpe, its agents, servants, officers, elected officials or employees with respect to any claim, action, suit, proceeding or demand including those relating to negligence, made or brought against Mayerthorpe, its agents, servants, officers, elected officials or employees by any third party with respect to any occurrence, incident, accident or happening relating to the provision of subsidiary access pursuant to this Agreement, excepting any occurrence, incident, accident or happening involving negligence or intentional torts by Mayerthorpe, its agents, servants, officers, elected officials or employees.

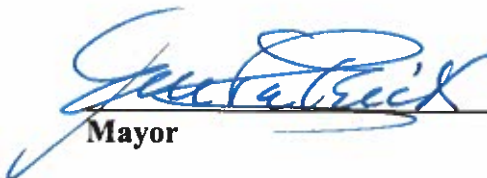
44

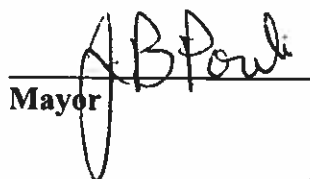
- 4. Mayerthorpe agrees to manage the AFFRCS Service Agreement and any renewal.
- 5. Mayerthorpe agrees to provide this service in consideration of \$1.00, receipt of which is hereby acknowledged.
- 6. In the event that the AFFRCS Service Agreement with Mayerthorpe and Her Majesty the Queen in the Right of Alberta represented by the Minister of Justice and Solicitor General is terminated the Agreement between Silver Sands and Mayerthorpe will also be immediately terminated.

**IN WITNESS OF THE FOREGOING**, the parties have executed this Agreement, as of the aforementioned day and year.

**TOWN OF MAYERTHORPE**

**SUMMER VILLAGE OF SILVER SANDS**

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Mayor

*Seal*  
  
\_\_\_\_\_  
Chief Administrative Officer

*Seal*  
  
\_\_\_\_\_  
Chief Administrative Officer

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Schedule "A"

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## AFRRCS ACCESS AGREEMENT

BETWEEN:

**HER MAJESTY THE QUEEN IN RIGHT OF ALBERTA,**  
as represented by the Minister of Justice and Solicitor General  
(the "Province")

- and -

**First Responder Agency Legal Name**  
(the "First Responder")

### WHEREAS:

- A. The Province has purchased and constructed a land mobile radio system, the Alberta First Responders Radio Communications System ("AFRRCS"), for the purposes of supporting public security and public safety. AFRRCS is owned and operated by the Province and is to be used by the First Responder only for the purposes of supporting public security and public safety, and on a fee-free basis (without compensation).
- B. AFRRCS usage is governed by the AFRRCS Governance Council. AFRRCS Governance Council has the authority to approve, publish and amend policies and procedures that ensure the inter-operability and effectiveness of AFRRCS for all AFRRCS users.
- C. The Province and the First Responder (each, a "Party" and collectively, the "Parties") wish to enter into this AFRRCS Access Agreement (the "Agreement") for the Province to provide the First Responder with access to AFRRCS for the purpose of public safety communications.

**NOW THEREFORE** in consideration of the mutual promises and respective covenants and agreements set forth in this Agreement, the receipt and sufficiency of which are irrevocably acknowledged, the Parties agree as follows:

### **Access**

1. The Province shall provide the First Responder with access to AFRRCS. The First Responder will be provided access to AFRRCS for a period of fifteen (15) years beginning on \_\_\_\_\_, 20\_\_ and ending on \_\_\_\_\_, 20\_\_ (the "Term") unless terminated earlier or extended in accordance with this Agreement.
2. Upon mutual agreement, this Agreement may be extended for up to five (5) years under the same terms and conditions set out herein. The Parties must provide

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notice of their intention to extend this Agreement no later than ninety (90) days prior to the expiration date of the Term.

### **Technical Attributes and Limitation of Liability**

3. The First Responder acknowledges that the Province has made every attempt to provide AFRRCS on the basis of the technical specifications set out in Schedule "A" ("**Technical Attributes**"), which is attached to and forms part of this Agreement but AFRRCS is provided on an "as is" basis and the Province shall not be responsible for any variations in quality, service, or availability of AFRRCS nor for any damages arising from the First Responder's use of AFRRCS. The Province may amend the Technical Attributes at any time with prior notice to the First Responder.

### **Permitted Uses and No Compensation**

4. The First Responder shall only use AFRRCS for the purposes of supporting public security and public safety and AFRRCS shall be provided on a fee-free basis.

### **Policies and Procedures**

5. The First Responder shall take reasonable efforts to comply with all applicable policies and procedures governing the use of AFRRCS, established by the AFRRCS Governance Council, the Province or its designated agents.

### **Applicable Laws**

6. The First Responder shall comply with any applicable laws regarding the ownership, use and licensing of their radio devices or use of AFRRCS by the First Responder..

### **Prohibited Activities**

7. The First Responder shall not engage in any activities which degrade the quality or functionality of AFRRCS, including but not restricted to the following:
  - (a) use of AFRRCS for purposes other than supporting public security and public safety;
  - (b) conducting over the air programming, over the air rekeying, telephone interconnect conversations without prior approval of the Province;
  - (c) use of non-voice applications without prior written approval of the Province; and
  - (d) use of common event 'talkgroups' for monitoring events which the First Responder is not an active participant.

### **First Responder Equipment and Services**

8. The First Responder acknowledges and agrees that it shall be responsible for the purchase, ownership, installation, configuration, maintenance, and licensing of

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any devices or services that the First Responder needs to access AFRRCS including any related costs and fees.

**Replacement of Minister’s Equipment**

- 9. The First Responder agrees that it shall be responsible for ensuring the physical security of any equipment belonging to the Minister that is located on the premises or within the possession of the First Responder, its employees, and agents (“**Borrowed Minister Equipment**”). The First Responder agrees that it shall pay the cost of replacing any of the Borrowed Minister Equipment that is damaged, excluding reasonable wear and tear, and requires replacement in the opinion of the Minister and at the Minister’s sole discretion.

**End User Support**

- 10. The First Responder acknowledges and agrees that it shall be responsible for providing any end user support that its employees and agents may require with respect to AFRRCS.

**Dispute Resolution**

- 11. In the event of a dispute arising from the interpretation or operation of this Agreement, it will be referred to the Parties' representatives set out below, who will use their reasonable efforts to resolve the matter amicably. If either Party believes that such negotiation has failed, that Party may refer the matter to the following persons:

For The First Responder	For the Province
	Assistant Deputy Minister Public Security Division Justice and Solicitor General 10th floor John E Brownlee Building 10365 - 97 Street Edmonton, AB T5J 3W7 Phone: (780)427-3457  Fax: (780) 427-1194

The Parties agree that the Province shall be entitled to render the final decision, in its sole discretion, on any disputes and dispute resolution processes.

**Indemnity**

- 12. The First Responder shall indemnify and hold harmless the Province, its employees and agents from any and all third-party claims, demands, actions or costs (including legal costs on a solicitor-client basis) for which the First Responder is legally responsible that arise from or relate to the provision of access to AFRRCS or any other obligation under this Agreement.
- 13. The Province shall indemnify and hold harmless the First Responder, its employees and agents from any and all third-party claims, demands, actions or

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costs (including legal costs on a solicitor-client basis) for which the Province is legally responsible that arise from or relate to the provision of access to AFRRCS or any other obligation under this Agreement.

### **Freedom of Information and Protection of Privacy Act**

14. The First Responder acknowledges that this Agreement, including the name of the First Responder, the consideration, term and details of the Services, may be subject to disclosure under the *Freedom of Information and Protection of Privacy Act* (Alberta), (the “**FOIP Act**”). The First Responder further acknowledges that the FOIP Act applies to information obtained, generated, collected, or provided for the Province under this Agreement, and agrees to adhere to the FOIP Act in its collection, use and disclosure.

### **Confidentiality**

15. For the purposes of this section:
- (a) “**Confidential Information**” of a Party means the Party’s confidential or proprietary information or material that may be acquired by, or become available to, the other Party as a result of the matters referred to in this Agreement and includes:
    - (i) information contained in the data management systems of the Party;
    - (ii) financial, operational, personal or business information, records and plans of or relating to the Party or third parties (including any other users of the AFRRCS);
    - (iii) health information as defined in HIA and personal information as defined in the FOIP Act, if applicable;
    - (iv) any information which is required to be kept confidential by statutory or regulatory requirements; and
    - (v) any information that the disclosing Party advises the receiving party in writing is confidential or is marked or labelled confidential.
  - (b) “**HIA**” means the *Health Information Act* (Alberta) and any regulations made thereunder, as may be amended from time to time.
16. Each Party acknowledges that it may come into possession of Confidential Information of the other Party. Accordingly, each Party agrees that it shall:
- (a) hold, and shall cause its directors, officers, members, employees, agents, representatives and affiliates (the “**Representatives**”) to hold, all Confidential Information of the other Party in strict confidence;

- (b) not collect, use, transmit or disclose the Confidential Information of the other Party to anyone other than to its Representatives and then only to the extent that such Confidential Information is directly required to be disclosed with respect to matters addressed in this Agreement; and
  - (c) use all reasonable efforts to protect the other Party's Confidential Information against unauthorized access, use or disclosure.
17. In the performance of obligations under this Agreement, the Parties shall comply, and shall ensure that their respective Representatives comply, with the provisions of any applicable federal and provincial privacy legislation including the FOIP Act and HIA.
18. Except for any health information as defined in HIA or personal information as defined in the FOIP Act, the foregoing obligations of confidentiality and non-use shall not apply to Confidential Information that the receiving Party can demonstrate:
- (a) was known to the receiving party prior to its receipt from the other Party as demonstrated by written records;
  - (b) becomes known to the public through no fault of or action by the receiving Party; or
  - (c) is obtained by the receiving party from a third party who is not under an obligation of confidentiality and has a lawful right to make such disclosure.
19. If a Party or any of its Representatives are required by law to disclose any of the other Party's Confidential Information, then that Party shall provide the other Party with prompt written notice of same so that the other Party may seek a protective order or other appropriate remedy.

**Termination**

20. Termination with Cause:
- (a) Any of the following events will constitute an Event of Default ("Event of Default"):
    - (i) the First Responder fails to materially observe, perform or comply with any provision of this Agreement;
    - (ii) the First Responder fails to take reasonable measures to comply with any and all policies and procedures in accordance with section 5 of this Agreement; or
    - (iii) the First Responder engages in any of the prohibited activities set out in section 7 of this Agreement.

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- (b) On the happening of an Event of Default, the Minister shall provide written notice to the First Responder of the Event of Default setting out:
  - (i) the details of the Event of Default;
  - (ii) what actions must be taken or ceased by the First Responder in order to cure the Event of Default; and
  - (iii) a deadline by which the Event of Default must be cured.

If, at the Minister's sole discretion, the Minister determines that the First Responder has failed to cure the Event of Default by the deadline set out in notice, the Minister may immediately terminate this Agreement.

- (c) On the happening of an Event of Default, and in addition to or instead of the measures set out in subsection (b), and at the Minister's sole discretion, the Minister may immediately suspend the First Responder's, or any of its user's access to the AFRRCs, until the Event of Default is cured.

**Termination without Cause:**

- (a) The Minister may, without cause, terminate this Agreement, upon two (2) years prior written notice to the First Responder.
- (b) The First Responder may, without cause, terminate this Agreement, upon two (2) years prior written notice to the Minister.

**Events upon termination**

- 21. Upon termination of this Agreement, each Party shall:
  - (a) transfer and delete any Confidential Information of the other Party to such Party, and
  - (b) follow any directions of the other Party regarding the transfer and deletion of the Confidential Information of such Party.

**Notice**

- 22. Any notice to be made under this Agreement that is to be made in writing is effective when personally delivered to the address or transmitted by fax to the fax number as follows:

First Responder:	
Address:	
Attention:	
Fax:	

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Province: AFRRCS  
Address: St. Albert Provincial Building  
30, Sir Winston Churchill Avenue  
St. Albert, AB T8N 3A3  
Attention: Manager Operations  
Fax: 780-644-8424

### **Designated Representatives**

23. The Province designates Manager, Operations, AFRRCS of the Department of Justice and Solicitor General as the Province's representative and the First Responder designates [insert title of designated representative] for ongoing contact between the Province and the First Responder in matters relating to this Agreement.

### **General**

24. Time is of the essence of this Agreement.
25. This Agreement contains the entire agreement between the parties concerning the subject matter of this Agreement and except as express in this Agreement, there are no other understandings or agreements, verbal or otherwise that exist between the parties.
26. The parties may amend this Agreement only by written agreement signed by the parties.
27. This Agreement shall be governed by and interpreted in accordance with the laws in force in Alberta, and the parties irrevocably attorn to the exclusive jurisdiction of Alberta.
28. The First Responder shall not assign this Agreement and shall not allow third parties access to AFRRCS, without the prior written consent of the Province.
29. The First Responder shall ensure that there is not a conflict of interest or an apparent conflict of interest on the part of the First Responder or its employees, subcontractors or agents in relation to AFRRCS, and AFRRCS shall be used in accordance with high ethical standards. In the event the First Responder becomes aware of any matter that causes or is likely to cause a conflict of interest in relation to the First Responder's use of AFRRCS, the First Responder shall immediately disclose such matter to the Province in writing.
30. The First Responder is an independent contractor for the purposes of this Agreement and shall not be deemed to be a servant, employee, partner or agent of the Province and it is not the intention of the parties to create a joint venture arrangement.
31. Notwithstanding any other provision of this Agreement, those sections which by their nature continue after the conclusion or termination of this Agreement shall continue after such completion or termination, including without limitation the following:



**HER MAJESTY THE QUEEN IN  
RIGHT OF ALBERTA, as represented  
by the Minister of Justice and Solicitor  
General**

[First Responder Agency Legal Name]

Per:

Per:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

Mike Quann

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

Director – AFRRCS Operations and  
Maintenance

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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## Schedule "A": Technical Attributes

### Availability

Availability only refers to AFRRCS owned and operated components and all components provided by the First Responder are excluded from availability considerations.

- The Regional Switch Centres will be operated at four "9"'s, meaning there will be no more than 57 minutes' outage annually.
- Any *radio site* will be operated at three "9"'s meaning there will be no more than 8.75 hours' outage on any site annually.

### Coverage

The coverage area is defined as the First Responder's geographical area of jurisdictional responsibilities.

Within the coverage area, AFRRCS will provide the following coverage:

- AFRRCS commits to provide 95% outside portable coverage on any street, road, avenue, freeway that the public is entitled to use for the passage of vehicles, excluding any segments that are covered or enclosed, in any community identified as being covered in the supplied portable coverage map; and, 95% mobile coverage for any existing primary or secondary road in the supplied mobile coverage map.

### Grade of Service (GoS)

AFRRCS grade of service is a measurement used to quantify system loading. It represents as a percentage, a radio user's ability to access the system considering existing radio traffic volumes. The percentage represents the probability of being "delayed" access due, to the unavailability of radio channels to support the calls.

- AFRRCS has identified that the GoS objective shall be 3% or less of calls queued during the busiest hour of a calendar quarter.

Additional information regarding each technical attribute identified above is contained in either the AFRRCS minimum service levels document or the AFRRCS Coverage Map.

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cao@onoway.ca

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**From:** graemehorne@mail.com  
**Sent:** June 11, 2020 11:20 AM  
**To:** administration@wildwillowenterprises.com; bpoulin@xplornet.com; cao@onoway.ca; lizturnbull@telusmail.net  
**Subject:** Reserves & Docks  
**Attachments:** Suggestions for reserve areas and dock.docx

Hi All

As per our last council meeting I have put together a few suggestions for control of dock & lift storage on reserves. I am sending it in word format, so make any changes you prefer and we maybe can come up with a consensus by next council

Graeme Horne  
Councillor  
Summer Village of Silver Sands  
[graemehorne@mail.com](mailto:graemehorne@mail.com)  
780-797-3883  
780-484-3719

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## Suggestions for reserve areas and dock/Boat lift storage Bylaw

- Letter of no objection and Government Permit for dock & lift required
- Storage only allowed if there is sufficient room on reserve
- No removal of vegetation without prior approval from public works/administration
- All parts identified with permanent attached tags with SVSS address (Admin has the rest of info)
- All docks parts to be neatly stacked for storage/Lifts may require to be disassembled
- All components to be removed by (May long weekend??)
- No Storage allowed before (Sept 15<sup>th</sup>??)
- Any component left on reserve between May and Sept will be removed by public works

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**Summer Village of Silver Sands**

Report to Council

**Meeting:** June 26, 2020 - Regular Council Meeting

**Originated By:** Tony Sonnleitner, Development Officer, Summer Village of Silver Sands

**Development Permits:**

**20DP03-31 Plan 2941 MC, Block 1, Lot 6 : 6 Cedar Avenue (the "Lands")**

CONSTRUCTION OF AN ACCESSORY BUILDING (10' x 10'), RECREATIONAL VEHICLE PARKING PAD AND PLACEMENT OF A RECREATIONAL VEHICLE FOR THE PURPOSES OF BOTH STORAGE AND USE.

**20DP04-31 Plan 074 0530, Block 6, Lot 8 : 8 Poppy Place (the "Lands")**

CONSTRUCTION OF A SINGLE DETACHED DWELLING (155.7 SQ. M.), INSTALLATION OF A WATER SUPPLY AND SEPTIC SYSTEM

**Letters of Compliance:**

**20COMP07-31 Plan 2941 MC, Block 3, Lot 9 : 9 Fir Avenue**

Regards,

Tony Sonnleitner, Development Officer

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**From:** Dan Golka <sspublicworks@wildwillowenterprises.com>  
**Sent:** June 22, 2020 2:11 AM  
**To:** Wendy Wildman  
**Cc:** administration@wildwillowenterprises.com  
**Subject:** Public Works Report for June 26, 2020 SVSS Council Meeting

## Public Works Report for June 26, 2020 SVSS Council Meeting

### Updates from May 29, 2020 Council Meeting

1. On going issues with heavy rains and high water table there are several issues on SSDR as water from wetland on SS Golf Course property drains through culverts at Aspen Ave onto R4 reserve and at between Poplar ave and Conifer crescent draining onto R5 reserve. Water is also backing up and pooled along SSDR between Conifer cres and Poplar ave causing several frost boils which public works has marked with florescent paint and installed temporary 20 km speed signage.

With high water table and high water volume from wetlands from SS Golf Course draining through culverts at Aspen ave and along SSDR discharging on R 4 reserve at rear of 1 Aspen Ave has caused erosion and undermined large group of mature poplar trees. Carl Schnell was called to assess and determined that the 10-15 large trees be removed before they fell and damaged properties and power lines. Fortis was notified and they were on site to check out trees in event they needed to assist with removal. Carl was able to remove the trees with his backhoe. Carl also recommended sandstone rock be placed below culvert discharge and along walls of the drainage channel to prevent further erosion. Sand stone rock will need to be placed in the drainage channel using a track hoe as to large and heavy to be done by hand. Lac Ste Anne Gas was notified as track hoe needs to drive over buried 2 inch gas line. With high water table ground is very soft Lac Ste Anne provided 2 rig mats for the track hoe to drive on over the buried line. Waiting for area to dry up some before sand stone work placing starts.

2. Several side streets have soft spots and frost boils due to high water table and heavy traffic from Septic trucks, water trucks, Garbage trucks, Tree

trimming company doing work in village, as well as large RV units, delivery trucks. Public works has marked these areas with traffic pylons and levelling as areas start to dry up.

3. Boat launch very busy, lots of usage
4. Road to the Quonset and boat launch very soft and will be needing pit run and gravel as road has seen lots of heavy traffic this spring. Will be getting quote from Carl Schnell.
5. Compost area has had lots of usage and good feed back from several residents. Unfortunately some property owners have been hauling brush, branches and trees and throwing onto to compost pile. New signage has been ordered and installed stating NO TREES NO BRUSH NO BRANCHES
6. Property owners dumping grass and leaves on village reserves behind and besides their properties. We have a compost area.

#### NEW ITEMS

1. Fortis contractors have been cutting and trimming trees throughout the village last few days and will be next week or two.
2. Weed inspector Jackie Gamlin was out last week edges of SDDR, GCR, ( 540 from ½ mile west of 52 to rg rd 54 as well as culvert ends in Poppy Place. There will be a second spraying of road edges later this summer.
3. Carl Schnell looked at approach off SDDR and Alder Ave going onto SS Golf Course as currently does not have a culvert and water is pooling and running across the approach. Carl recommended a culvert be installed that is 6 inches in size minimum or bigger.
4. New 3 inch water pump e/w 25 foot suction hose and 50 feet of discharge hose purchased to deal with large volumes of water as this spring we were required to rent one on very short notice.
5. Allspec paving was out to village for quotes on SDDR and GCR as well as quotes for SS Golf Course and Circle K. I will update at meeting.
6. Grass cutting, with wet conditions several areas are not able to be accessed with riding mower. As areas are drying out public works has been using fwa push mowers and weed eaters to get the grass cut around poles, culvert ends, signs and ditches.
7. Trees. With high water table there have been several dangerous trees that have been removed as leaning over or towards property owners building.

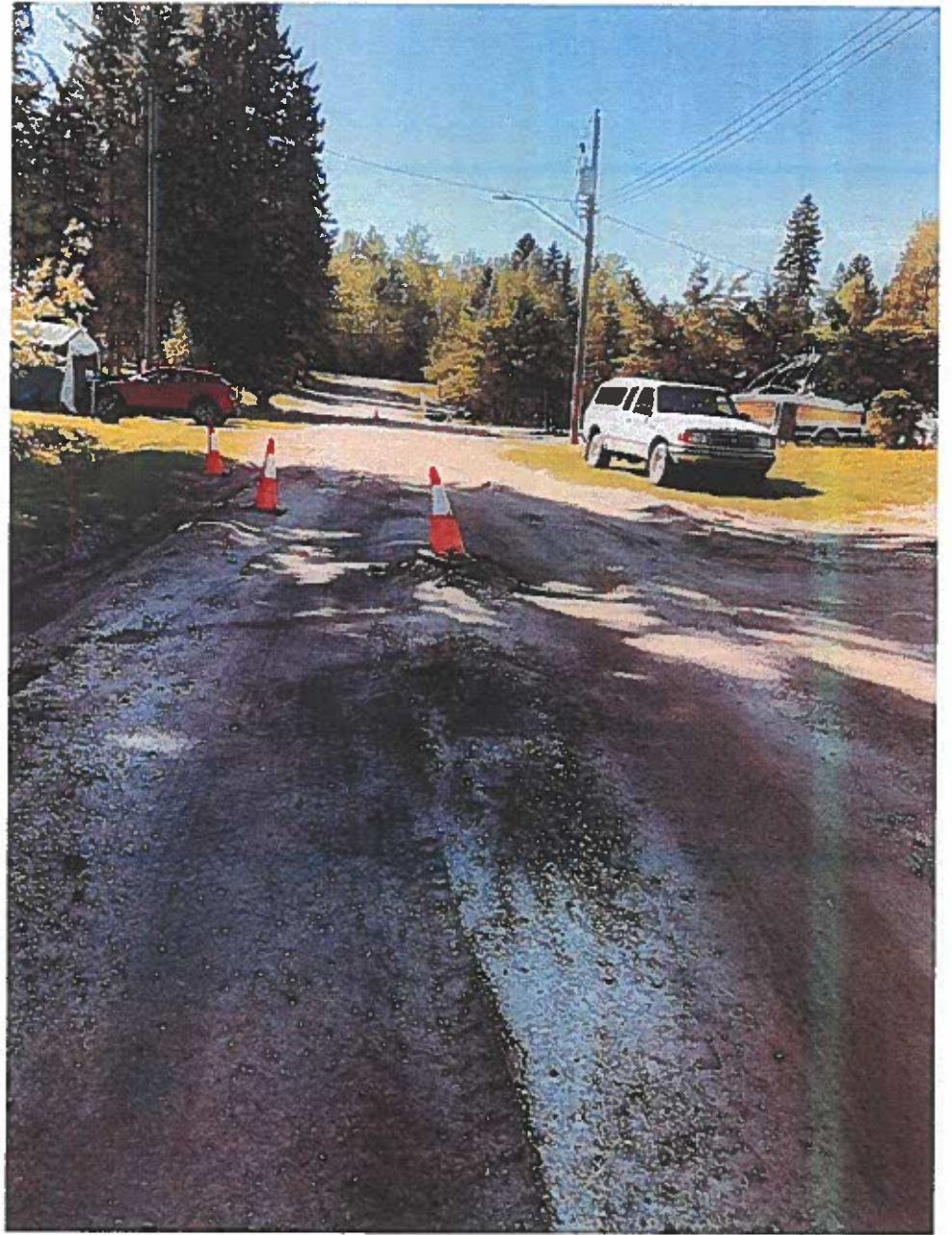
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8. Walking path between 16 and 17 Spruce ave Walking path actually closer to lot 16 property. apparently for years walking path was more on lot 17 Spruce ave. Property owner of lot 16 Spruce ave was going to remove some large poplars leaning over his garage and had inquired to Public works re property line. Property pins were found using peg locator and tape measure. Turns out that there was a huge tree stump on the start village walking path and rather than dig it out it appears that residents walked on lot 17 as was easier. There are 4 trees that will need to be removed as leaning over towards garage on lot 16. In the mean time public works is working on getting the waling path cleared to where it should be.
9. Residents cutting grass on village 6 R Reserve behind lots 6,7,8 Willow ave Also 5 R reserve beside lot 26 Willow ave



Resident  
email  
May 30

Willow Ave



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

Subject: Hall re-opening

From: [REDACTED]

Date: Thu, June 11, 2020 7:21 pm

To: Silver Sands <[administration@wildwillowenterprises.com](mailto:administration@wildwillowenterprises.com)>

Hi,

Big news, halls have been moved into Stage 2 (effective tomorrow June 12). We can accommodate your meetings as long as you hold them in compliance with the health guidance in effect at the time of your meeting. We can chat at your convenience to sort out what protocols would be required.

Regards,

Laurence

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**RE: Public Consultation for Proposed Telecommunications Facility**

**TELUS File:** AB003026-1 Darwell - Silver Sands Drive/Alder Avenue  
**Legal Land Description:** A portion of NW 03-54-05 W5M  
**Address:** Township Rd 540, Fallis, AB T0E 0V0 (east of Silver Sand Drive at the intersection of Alder Avenue)  
**Coordinates:** Lat: 53.640809° N.; Long: -114.651695°

Thank you for sending us feedback regarding the proposed telecommunications facility for TELUS Communications Inc ("TELUS"). Please review the below responses to all questions and concerns received to date.

**Location**

The proposed tower location was chosen in response to increased demand for wireless services and to improve both coverage and capacity of the network. More telecommunications facilities are needed to ensure the delivery of fast and reliable wireless services. The proposed tower would address the growing coverage and capacity challenges that our modern society faces as people and machines become increasingly dependent upon wireless communication.

A combination of factors are considered when planning network enhancements including; existing and future customers, machine-to-machine connections, the traveling public, network reliability and speed for today and the future. Telecommunications facilities face unprecedented growth in wireless usage. In 2017, Canada's mobile data traffic grew 38% and it's projected to grow at a compound annual growth rate of 34% to 2022. In addition, the consumption of data and exclusive use of wireless over wireline services continues to grow (Cisco, VNI Forecast Highlights 2018, as cited at <https://www.cwta.ca/facts-figures/> on Aug. 6, 2019). Therefore, additional telecommunications facilities are needed to ensure network reliability in our communities.

Following a review of the area and recognizing technical requirements for remaining central to the area requiring service enhancement, TELUS found the proposed location to be the best option and consistent with municipal policy preferences. Per federal legislation (CPC-2-0-03) there is no land use setback or distance limitation that affects the placement of a telecommunications facility, so long as the facility meets the general requirements described in CPC-2-0-03. TELUS attests that the proposed facility will meet all the general requirements described by CPC-2-0-03.

The following are additional factors affecting site selection:

- Wireless radiocommunication facilities have inherent limitations in their broadcasting range
- Telecommunications facilities need to be close to wireless users
- Sites are determined in conjunction with existing and planned network facilities
- Co-location on existing towers or buildings was not feasible
- Increased development in the area provides physical obstacles (walls of the buildings, trees, etc.) that hinder the strength of radio signals emitted by cellular antennas
- There is a growing number of users that simultaneously use the wireless network, resulting in capacity challenges for existing telecommunications facilities and necessitating the addition of more facilities
- The public and businesses (e.g. point-of-sale transactions) increasingly demand ubiquitous, high-speed, low latency and reliable wireless service

In addition, the improvements to the network for wireless coverage will ensure better access to 911 emergency services provided by the police, EMS, fire department and other first responders, to help maintain the safety of the overall community.

### Alternative Location

One resident questioned whether the tower could be moved approximately 100m to land at a higher elevation. The proposed site was chosen in collaboration with the landowner and with respect to technical requirements, meets TELUS' network objectives and significant time, and resources have gone into the proposed, preferred location.

### Aesthetic Concerns

Regarding the aesthetics of the proposed tower, the tower height is needed for optimum antenna placement and broadcast of radiocommunication. Aeronautical lighting requirements are determined by Transport Canada and may be needed to mark the structure to any aviators operating in the area. TELUS made a submission to Transport Canada, but has not yet received the results of the assessment. Lighting may or may not be required and TELUS would be happy to forward the assessment results when available and upon request. Moving the tower further away from the customer base would negatively impact TELUS' ability to enhance service to the area and may result in additional telecommunications facilities being needed in the area. The transparency of the lattice style tower will lessen the impact on the skyline and the existing trees that would surround the site would minimize visibility of the facility. TELUS has devoted significant resources and effort in designing this facility.

### Will the tower provide signal for television services?

The proposed facility will provide wireless communication services including voice and internet. It is not intended to include broadcasting of television signals; however, the internet service could be used to stream or download media, including television shows and movies using a subscription service.

### Impact to Silver Sands Drive and Access Approval

There should be no negative impact to Silver Sands Drive (i.e. road surface damage), because the proposed development will not require a significant amount of traffic, nor frequent heavy vehicles or machinery to construct and maintain the facility. Following construction, the facility will require routine maintenance of equipment, which typically occurs once a month or less and would include a low-weight vehicle visiting the site.

Ultimately access approval and the use of public roads is managed by the municipality. The Summer Village of Silver Sands will determine if access is granted and may require TELUS to make improvements to the proposed approach or remediate any damages.

### Environment

TELUS is responsible to ensure that antenna systems are installed and operated in a manner that respects the local environment and that complies with other statutory requirements, including the Canadian Environmental Protection Act, 1999, the Migratory Birds Convention Act, 1994, and the Species at Risk Act, as applicable (Sec 7.4, CPC-2-0-03).

Regarding the concern about flooding, TELUS will design the site appropriately and will follow the Village's requirements for construction of a culvert, if required.

### Existing and Future Land Uses and Nuisances

The proposed facility will have minimal impact from a nuisance perspective beyond the initial construction period and any future land use development would require municipal approval. In addition, the proposed access is suitable for TELUS' requirement and infrequent maintenance visits, which should not cause a nuisance to area residents.

### Conclusion

New telecommunications facilities are needed to keep pace with consumer demand for wireless service. TELUS' proposal takes into consideration technical constraints, network requirements and is designed with respect to the local environment. The proposed facility will provide enhanced wireless coverage and capacity to the area, which will benefit residents, businesses, institutions, and improve access to emergency services. The proposed facility will adhere to all federal health and safety requirements. TELUS and LandSolutions have performed significant effort to find a technically feasible location that respects federal and local policies. Our modern society expects high quality, fast and reliable wireless telecommunications services. The proposed facility would ensure the reliability and performance of TELUS' network in the area and support the emergence of innovative technologies.

Please note you have an additional 21 days from the date of this correspondence to reply to this letter. TELUS will provide a copy of this correspondence as well as your other correspondence to both the Summer Village of Silver Sands and Innovation, Science and Economic Development Canada.

Sincerely,  
LandSolutions LP for TELUS Communications Inc.



**Brenden Smith**  
*Site Acquisition and Municipal Affairs Specialist*  
LandSolutions LP  
600, 322 11th Avenue SW  
Calgary, Alberta, T2R 0C5  
T: (403) 290-0008 | F: (403) 290-0050  
E: [comments@landsolutions.ca](mailto:comments@landsolutions.ca)

#### Industry and Health & Safety Info

- <http://strategis.ic.gc.ca/towers>
- <http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf11467.html>
- <http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf08792.html>
- [http://www.hc-sc.gc.ca/ewh-semt/pubs/radiation/radio\\_guide-lignes\\_direct-eng.php](http://www.hc-sc.gc.ca/ewh-semt/pubs/radiation/radio_guide-lignes_direct-eng.php)
- <https://www.ctia.org/homepage/public-safety-channel>
- <https://www.cwta.ca/for-consumers/radiofrequency-safety-standards>

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

Subject: AB003026 TELUS Proposed Telecommunication Facility in Silver Sands, AB - Response to Concerns

From: "Brenden Smith" <BrendenS@landsolutions.ca>

Date: 6/11/20 4:24 pm

To:

Cc: "Tony Sonnleitner" <pcm1@telusplanet.net>, "administration@wildwillowenterprises.com" <administration@wildwillowenterprises.com>, "ic.spectrumedmonton-edmontonspectre.ic@canada.ca" <ic.spectrumedmonton-edmontonspectre.ic@canada.ca>, "Allison Kaiser" <allisonk@landsolutions.ca>

Hello and thank you for participating in the public consultation for this site.

Please refer to the attached letter, which includes our formal responses to all public feedback received.

Sincerely,

Brenden Smith, RPP/MCIP  
SITE ACQUISITION & MUNICIPAL AFFAIRS SPECIALIST

T: 403-290-0008 | F: 403-290-0050

C: 403-708-2736 | Email: [BrendenS@landsolutions.ca](mailto:BrendenS@landsolutions.ca)


BS



**LANDSOLUTIONS**  
*by the experts*



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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](mailto:pcm1@telusplanet.net)

May 20, 2020

File: 20DP02-31

Jeff Willis

**Re: Development Permit Application No. 20DP02-31  
Plan 2941 MC, Block 1, Lot 23 : 23 Cedar Avenue (the "Lands")  
R1A – Residential : Summer Village of Silver Sands**

### APPROVAL OF DEVELOPMENT PERMIT

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

## ***RENOVATION OF AN EXISTING DETACHED DWELLING, INSTALLATION OF A WATER CISTERN AND SEPTIC SYSTEM.***

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

- 1- Approval of any plans or installation standards for an on-parcel sewage collection system by an approved Plumbing Inspector.
- 2- The on-site sewage disposal system shall comply with the Private Sewage Systems Standard of Practice - 2009 as adopted by legislation for use in the Province of Alberta.

**3- WATER SUPPLY:**

If by Cistern, 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;

- 4- If by Well, the Well shall be drilled in conformance with Alberta's Water Act (the Act) and Water (Ministerial) Regulations (the "Regulations") that regulate water well drilling activities in the Province of Alberta and / or certification provided by a professional engineer or certified hydrologist or certified plumbing inspector attesting an adequate flow of water of potable quality.
- 5- All municipal taxes must be paid.
- 6- Two (2) Off-Street parking spaces must be provided on site
- 7- The applicant shall display for no less than fourteen (14) days after the permit is issued, in a conspicuous place on the site or on streets abutting the site, the enclosed notice.

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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](mailto:pcm1@telusplanet.net)

- 8- 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.
- 9- 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.
- 10- 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.
- 11- 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.
- 12- The improvements take place in accordance with the plans and sketch submitted as part of the permit application.**
- 13- All improvements shall be completed within twelve (12) months of the effective date of the permit.
- 14- Applicant is responsible for grading the site of the proposed development to the design lot grades and direction(s) of drainage and for ensuring that surface runoff water does not discharge from the site to an adjacent property.
- 15- The applicant is responsible for designing and constructing a building foundation drainage system adequate for the existing soil conditions.
- 16- The applicant is responsible for determining if there are any special considerations required for building foundation construction.
- 17- Positive grading must be provided to ensure drainage. A minimum gradient of two percent (and greater if possible) is recommended.**
- 18- 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.
- 19- 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](mailto:pcm1@telusplanet.net)

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

Date Application Deemed Complete **May 20, 2020**

Date of Decision **May 20, 2020**

Effective Date of Permit **June 18, 2020**

Signature of Development Officer

Tony Sonleitner, Development Officer, Summer Village of Silver Sands

cc Wendy Wildman - Municipal Administrator, Summer Village of Silver Sands  
Assessor - Mike Krim - Tanmar Consulting Inc. : [mike@tanmarconsulting.com](mailto:mike@tanmarconsulting.com)

**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.



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](mailto:pcm1@telusplanet.net)

**NOTE:**

1. *The issuance of a Development Permit in accordance with the notice of decision is subject to the condition that it does not become effective until twenty-nine (29) days after the date of the order, decisions or development permit is issued.*
2. *The Land Use Bylaw provides that any person claiming to be affected by a decision of the Development Officer may appeal to the Development Appeal Board by serving written notice of appeal to the Clerk of the 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:

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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](mailto:pcm1@telusplanet.net)

### **The Inspections Group Inc. Edmonton Office**

12010 - 111 Avenue NW  
Edmonton, Alberta T5G 0E6  
E-mail: [questions@inspectionsgroup.com](mailto: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.

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## Public Notice

DEVELOPMENT APPLICATION NUMBER: 20DP02-31

### APPROVAL OF DEVELOPMENT PERMIT

An application for a development permit for this property, Plan 2941 MC, Block 1, Lot 23 : 23 Cedar Avenue, with regard to the following:

### ***RENOVATION OF AN EXISTING DETACHED DWELLING, INSTALLATION OF A WATER CISTERN AND SEPTIC SYSTEM.***

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

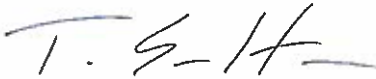
Any person who objects to the proposed use of the parcel may deliver to the Clerk of the Subdivision and Development Appeal Board a written statement of their objection to such use indicating the following:

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

The statement must be received by the Clerk of the Subdivision and Development Appeal Board by no later than **4:30 pm on June 10, 2020.**

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: 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	May 20, 2020
Date of Decision	_____
Effective Date of Permit	May 20, 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**

(TS)



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](mailto:pcm1@telusplanet.net)

June 13, 2020

File: 20DP03-31

Edward Drent

TO: [REDACTED]

**Re: Development Permit Application No. 2DP03-31  
Plan 2941 MC, Block 1, Lot 6 : 6 Cedar Avenue (the "Lands")  
R1A – Residential : Summer Village of Silver Sands**

## APPROVAL OF DEVELOPMENT PERMIT

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

***CONSTRUCTION OF AN ACCESSORY BUILDING (10' x 10'),  
RECREATIONAL VEHICLE PARKING PAD AND PLACEMENT OF A  
RECREATIONAL VEHICLE FOR BOTH THE PURPOSES OF STORAGE  
AND USE.***

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

- 1- All municipal taxes must be paid.
- 2- 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
- 3- The applicant shall display for no less than twenty-one (21) days after the permit is issued the enclosed notice. The notice is to be posted immediately adjacent to the blue Municipal Address sign in such a fashion as to be visible by the public.
- 4- 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.
- 5- 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.
- 6- 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.

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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](mailto:pcm1@telusplanet.net)

**7- The improvements take place in accordance with the plans and sketch submitted as part of the permit application, INCLUDING:**

### **ACCESSORY BUILDING, PARKING PAD, AND RECREATIONAL VEHICLE LOCATION**

- **Front Yard setback shall be behind the front line of the Principal Building;**
- **Side Yard setbacks shall be a minimum of 1.2 metres (or greater distance as required under the Alberta Safety Codes Act; and**
- **Rear Yard setback shall be a minimum of 1.0 metre.**

### **PARKING PAD CONSTRUCTION**

- **The Parking Pad shall have a width of a minimum of 6.1 metres and length of a minimum of 10.0 metres (or greater to accommodate the Recreational Vehicle to be parked thereon).**
- **The Parking Pad shall be constructed in a manner to provide a hard, mineral based, surface to accommodate a Recreational Vehicle parked upon it.**

- 8- All improvements shall be completed within twelve (12) months of the effective date of the permit.
- 9- 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.
- 10- 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](mailto:pcm1@telusplanet.net)

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

Date Application Deemed **June 13, 2020**

Complete

Date of Decision

**June 13, 2020**

Effective Date of

Permit

**July 12, 2020**

Signature of Development

Officer

Tony Sonnleitner, Development Officer, Summer Village of Silver Sands

cc Wendy Wildman - Municipal Administrator, Summer Village of Silver Sands  
Assessor - Mike Krim – Tanmar Consulting Inc. : [mike@tanmarconsulting.com](mailto:mike@tanmarconsulting.com)

**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 T0E 0A0

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

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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

**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:

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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](mailto:pcm1@telusplanet.net)

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### **The Inspections Group Inc.**

#### **Edmonton Office**

12010 - 111 Avenue NW

Edmonton, Alberta T5G 0E6

E-mail: [questions@inspectionsgroup.com](mailto: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.

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## Public Notice

DEVELOPMENT APPLICATION NUMBER: 20DP03-31

### APPROVAL OF DEVELOPMENT PERMIT

An application for a development permit for this property, Plan 2941 MC, Block 1, Lot 6 : 6 Cedar Avenue, with regard to the following:

***CONSTRUCTION OF AN ACCESSORY BUILDING (10' x 10'), RECREATIONAL VEHICLE PARKING PAD AND PLACEMENT OF A RECREATIONAL VEHICLE FOR BOTH THE PURPOSES OF STORAGE AND USE.***

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


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

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

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

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: Clerk of the Subdivision and Development Appeal Board**

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

Date Application Deemed Complete	June 13, 2020
Date of Decision	June 13, 2020
Effective Date of Permit	July 12, 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**

(81)



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](mailto:pcm1@telusplanet.net)

June 20, 2020

File: 20DP04-31

Kimberley Wagner

**Re: Development Permit Application No. 20DP04-31  
Plan 074 0530, Block 6, Lot 8 : 8 Poppy Place (the "Lands")  
R1A – Residential : Summer Village of Silver Sands**

### APPROVAL OF DEVELOPMENT PERMIT

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

### ***CONSTRUCTION OF SINGLE DETACHED DWELLING (155.7 SQ. M.), INSTALLATION OF A WATER SUPPLY AND SEPTIC SYSTEM***

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.

**Note: Requirement under the Plumbing Code for a 10.0 metre separation distance between water supply and septic system.**

- 5- 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
- 6- The applicant shall display for no less than twenty-one (21) days after the permit is issued the enclosed notice. The notice is to be posted immediately adjacent to the blue Municipal Address sign in such a fashion as to be visible by the public.

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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](mailto:pcm1@telusplanet.net)

- 7- Two (2) Off-Street parking spaces must be provided on site.
- 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.
- 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 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).**
- 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.

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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](mailto:pcm1@telusplanet.net)

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

Date Application Deemed **June 19, 2020**  
Complete

Date of Decision

**June 19, 2020**

Effective Date of  
Permit

**July 18, 2020**

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](mailto: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 T0E 0A0

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



Development Services  
for the

# Summer Village of Silver Sands

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

**NOTE:**

**It is strongly recommended that the applicants 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, including the ground floor elevation.**

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.

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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](mailto:pcm1@telusplanet.net)

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:

**The Inspections Group Inc.**  
**Edmonton Office**

12010 - 111 Avenue NW  
Edmonton, Alberta T5G 0E6  
E-mail: [questions@inspectionsgroup.com](mailto: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.

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## Public Notice

DEVELOPMENT APPLICATION NUMBER: 20DP04-31

### APPROVAL OF DEVELOPMENT PERMIT

An application for a development permit for this property, Plan 074 0530, Block 6, Lot 8 : 8 Poppy Place, with regard to the following:

## **CONSTRUCTION OF SINGLE DETACHED DWELLING (155.7 SQ. M.), INSTALLATION OF A WATER SUPPLY AND SEPTIC SYSTEM**

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

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


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

The statement must be received by the Clerk of the Subdivision and Development Appeal Board by no later than **4:30 pm on July 10, 2020.**

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: Clerk of the Subdivision and Development Appeal Board

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

Date Application Deemed Complete	June 19, 2020
Date of Decision	June 19, 2020
Effective Date of Permit	July 18, 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**

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ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Edmonton-South West*

AR100068

June 10, 2020

His Worship Bernie Poulin  
Mayor  
Summer Village of Silver Sands  
PO Box 8  
Alberta Beach AB T0E 0A0

Dear Mayor Poulin,

In these extraordinarily difficult times, Alberta remains committed to working with the federal government to ensure infrastructure funding continues to flow to Alberta communities. Recognizing the urgency for local government funding and the critical role of communities in the relaunch of the economy, the federal government has recently confirmed that \$244 million will be provided to our province in 2020 under the Gas Tax Fund (GTF).

**The 2020 GTF allocation for the Summer Village of Silver Sands is \$14,152.**

GTF funding amounts for all municipalities and Metis Settlements are also posted on the Government of Alberta website at [open.alberta.ca/publications/gas-tax-fund-allocations](https://open.alberta.ca/publications/gas-tax-fund-allocations).

Please note that payment of 2020 GTF allocations to municipalities and Metis Settlements is subject to the same conditions as in prior years, including submission of year-end reporting and sufficient project commitment requirements.


I look forward to continuing to work together with you and the federal government to help your community safely restart and stabilize your economy.

Yours very truly,

Kaycee Madu, QC  
Minister

cc: Wendy Wildman, Chief Administrative Officer, Summer Village of Silver Sands


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<b>VENDOR</b>		<b>VENDOR ID</b>	<b>DATE ISSUED</b>	
SUMMER VILLAGE OF SILVER SANDS		0000091241	02-Jun-2020	
<b>DEPOSITED AT BANK:</b> 021908989		<b>DEPOSIT NO</b>	<b>DATE</b>	<b>AMOUNT</b>
<b>BRANCH:</b> 08989	<b>ACCOUNT:</b> 893036800	0068706894	04-Jun-2020	\$438.00
<b>TOTAL</b>				<b>\$438.00</b>
PAYMTE D 00642 SUMMER VILLAGE OF SILVER SANDS PO BOX 8 ALBERTA BEACH AB CAN T0E 0A0 				

<b>DEPOSIT NO:</b> 0068706894		<b>DEPOSIT DATE:</b> 04-Jun-2020		
<b>VOUCHER</b>	<b>DESCRIPTION/REASON FOR PAYMENT</b>	<b>INVOICE/CREDIT NOTE</b>	<b>AMOUNT</b>	<b>SUB-TOTAL</b>
ET007768	FCSS JUNE PAYMENT Total Payment From COMM & SOC SERV HEAD QUARTERS For Inquiries Call 825/468-4314	095261304FCSS060120	\$438.00	\$438.00
<b>DEPOSIT TOTAL</b>				<b>\$438.00</b>

**RECEIVED**  
JUN 09 2020

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<b>VENDOR</b>		<b>VENDOR ID</b>	<b>DATE ISSUED</b>	
SUMMER VILLAGE OF SILVER SANDS		0000091241	09-Jun-2020	
<b>DEPOSITED AT BANK:</b> 021908989		<b>DEPOSIT NO</b>	<b>DATE</b>	<b>AMOUNT</b>
<b>BRANCH:</b> 08989	<b>ACCOUNT:</b> 893036800	0068714149	11-Jun-2020	\$9,157.00
<b>TOTAL</b>				<b>\$9,157.00</b>
PAYMTE D 00455 SUMMER VILLAGE OF SILVER SANDS PO BOX 8 ALBERTA BEACH AB CAN T0E 0A0 <div style="text-align: center; margin-top: 10px;"></div>				

<b>DEPOSIT NO:</b> 0068714149		<b>DEPOSIT DATE:</b> 11-Jun-2020		
<b>VOUCHER</b>	<b>DESCRIPTION/REASON FOR PAYMENT</b>	<b>INVOICE/CREDIT NOTE</b>	<b>AMOUNT</b>	<b>SUB-TOTAL</b>
00106952	MUNICIPAL SUSTAINABILITY INITIATIVE - OPERATING GRANT Total Payment From Municipal Affairs For Inquiries Call 780/427-7481	OPE202138222	\$9,157.00	\$9,157.00
<b>DEPOSIT TOTAL</b>				<b>\$9,157.00</b>

RECEIVED

JUN 16 2020

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# Town of Mayerthorpe

**Report Title :** SILVER SANDS DAILY EVENTS  
**Report Range** 5/1/2020 12:00 am to 5/31/2020 11:59 pm

## Daily Event Log Report

**Date:** 2020/05/09

**Group:** TOWN OF MAYERTHORPE

**Officer:** DAWN, DWIGHT

**Backup Officer:**

**Group:** TOWN OF MAYERTHORPE

**Event Start:** 2020/05/09 1000 **Event End:** 2020/05/09 1130

**Event:** GENERAL PATROL

**Location:** SILVER SANDS

**Specific Location:** SUMMER VILLAGE

**Notes:** SOME RADAR ON MAIN ROAD TO BEGIN, A FAIR FEW VEHICLES BUT EVERYONE BEHAVING TODAY, THEN GENERAL PATROL OF HOMES, COMPLAINT FROM A NEIGHBOR IN BAY DRIVE IS CLEANED UP A BIT, UNFORTUNATELY RENTER WAS NOT HOME FOR A FULL CONVERSATION

**Total Group Events:** 1 **Total Time on Events:** 0 Days 2 Hours 30 Minutes

**Total Events By Date:** 1

**Date:** 2020/05/16

**Group:** TOWN OF MAYERTHORPE

**Officer:** DAWN, DWIGHT

**Backup Officer:**

**Group:** TOWN OF MAYERTHORPE

**Event Start:** 2020/05/16 1730 **Event End:** 2020/05/16 1900

**Event:** GENERAL PATROL

**Location:** SILVER SANDS

**Specific Location:** SUMMER VILLAGE

**Notes:** DEFINITELY MORE PEOPLE OUT THAN USUAL WITH THE NICE LONG WEEKEND WEATHER, LOTS OF FOLKS DOING YARDWORK, BUT PRETTY QUIET FOR ATV'S AND TRAFFIC

**Total Group Events:** 1 **Total Time on Events:** 0 Days 2 Hours 30 Minutes

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**Total Events By Date:** 1

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**Date:** 2020/05/23

**Group:** TOWN OF MAYERTHORPE

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**Officer:** DAWN, DWIGHT

**Backup Officer:**

**Group:** TOWN OF MAYERTHORPE

**Event Start:** 2020/05/23 1400

**Event End:** 2020/05/23 1530

**Event:** GENERAL PATROL

**Location:** SILVER SANDS

**Specific Location:** SUMMER VILLAGE

**Notes:** PATROLLED VILLAGE, NOTICED THAT FOLKS WERE STILL OUT ON THEIR PROPERTY ON HILLSIDE CRES AND HAD COMPLETED QUITE A BIT OF WORK CLEANING UP THE PROPERTY, AND JUST GENERAL PATROL OF VILLAGE MONITORING HOMES

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**Total Group Events:** 1

**Total Time on Events:** 0 Days 2 Hours 30 Minutes

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**Total Events By Date:** 1

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**Total Report Events:** 3

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WE ARE  
economies  
OF SCALE



WE ARE THE  
support  
YOU NEED

WE ARE THE  
experts  
IN MUNICIPALITIES

WE ARE YOUR  
advocate

June 3, 2020

Village Of Silver Sands  
Ms. Wendy Wildman  
PO Box 8  
Alberta Beach AB, T0E 0A0

**Re: 2019 Procurement Card Rebate Cheque**

Hello Wendy:

Greetings from the dedicated team at the Alberta Urban Municipalities Association (AUMA). Please find enclosed your 2019 Procurement Card (P-Card) rebate cheque.

You are receiving a rebate of **\$195.72** on your 2019 purchases made with your no-fee P-Card ( $\$17,475.42 \times 1.12\% = \$195.72$ ). This is just one way you benefit from combining your purchases with the Government of Alberta, Alberta Health Services, and members of the AUMA.

Thank you for using your P-Card. We are grateful for your continued participation in the AUMA Purchasing Program.

Should you have any questions, please contact Heather Cook at 780.431.4536 or email [hcook@auma.ca](mailto:hcook@auma.ca).

Yours truly,

Maureen O'Neil  
Senior Director, Business Development  
encl.

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**From:** municipalservicesandlegislation@gov.ab.ca  
**Sent:** June 15, 2020 10:08 AM  
**To:** Wendy Wildman  
**Subject:** Legislative Changes for Regional Service Commissions  
**Attachments:** Attachment 1 Fact Sheet for RSCs.pdf

AR101181

Dear Chief Administrative Officers and Regional Services Commission Managers:

I am writing to share information about proposed amendments to the regional services commission (RSC) framework within the *Municipal Government Act* that were recently introduced in the Legislative Assembly as part of the Government of Alberta's overall red tape reduction strategy.

The changes are intended to streamline the approval framework and will allow RSCs to provide services with greater flexibility. We expect these changes to have minimal substantive impact on the governance and day-to-day operations of Alberta's existing 75 RSCs.

Please find attached a fact sheet that outlines the proposed changes. If passed, the legislative amendments will come into effect on September 1, 2020.

Should you have questions about RSCs or the attached changes, I encourage you to contact a municipal advisor toll-free at 310-0000, then 780-427-2225.

Sincerely,

Paul Wynnyk  
Deputy Minister

Attachment: Fact Sheet: Regional Services Commissions – Streamlining Approvals

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# Regional Services Commissions

## Streamlining Approvals

Amendments to Part 15.1 of the *Municipal Government Act (MGA)* related to regional services commissions (RSCs) will come into force on September 1, 2020.

### Why are changes being made to RSCs?

As part of the government's efforts to reduce red tape, the changes will reduce the required amount of provincial approvals for RSCs. The changes will ensure RSCs are accountable to their member municipal authorities and will operate in a more streamlined manner.

The operations of Alberta's existing 75 RSCs will continue with minimal impact and, going forward, will govern the services they provide without the need for additional provincial approvals.

### What are the key changes?

Provincial approval will no longer be required for:



- changes to RSC services;
- changes to board of director bylaws;
- addition and removal of members or non-member municipal authority customers;
- disposal of assets; and
- RSC disestablishment.

For the establishment of a new RSC, Provincial Cabinet approval, through an Order in Council, is also no longer required. However, the Minister must be notified within 60 days of municipal authorities passing resolutions to establish an RSC. The RSC is established once a Ministerial Order is issued listing the Commission.

To supplement the governance of RSCs, the *MGA* will provide a list of required bylaws RSCs must have.

### What is the legislative impact?

The changes will result in amendments to Part 15.1 of the *MGA*; however, much will remain the same in substance.

Eighty individual regulations, including the 75 existing establishing regulations, will be repealed as of September 1, 2020.

All existing RSCs will continue as though they were established under the new framework. This will be accomplished through a ministerial order that will be maintained by Municipal Affairs.

### How will the powers and duties of RSCs be affected?

The powers and duties of RSCs will not significantly change.

- RSCs will continue to have the legal status of a corporation.
- RSCs will continue to have natural person powers, except as limited by the *MGA* or an RSC's bylaws.
- RSCs will continue to be eligible for capital borrowing through the Alberta Capital Finance Authority.
- RSCs will continue to have the ability to acquire or expropriate land.
- Changes will have no resulting impact to existing RSC service areas, membership, or non-member customers.

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## What are the governance implications for RSCs?

The members, board of directors, and chair of all existing commissions will continue according to the RSC's bylaws (or ministerial order in the cases of recently established regional services commissions still in transition).

RSCs will be subject to Sections 197 and 199 of the *MGA*, which govern meetings held by municipal councils (including electronic meetings). This change will provide greater clarity and consistency for meeting standards.



Existing RSC bylaws and resolutions will continue unless repealed, amended, or replaced by the board of directors. RSCs must ensure adopted bylaws address:

- the services provided;
- administration;
- the process for changing directors of the board and the chair, as well as determining the terms of office;
- the process for adding and removing members;
- the fees to be charged for services provided to its customers or to any class of its customers;
- the disposal of assets; and
- the terms for disestablishment, including the treatment of assets and liabilities.

RSCs should also ensure they obtain a copy of their establishing regulation (or other legislative documents of importance) prior to their repeal on September 1, 2020, to consider transferring important elements to their bylaws. All existing regulations can be found on the [Alberta Queen's Printer website](#) by browsing the catalogue through alphabetical search.

## What are the financial implications for RSCs?

There are minimal changes to the financial requirements of RSCs; those made intend to align the financial management of RSCs more closely with municipal financial processes

Areas of alignment include:

- addressing financial shortfalls;
- requirements for capital budgets; and
- use of borrowed money.

Otherwise, financial provisions will remain generally the same, including, but not limited to, debt limit regulations, audited financial statements, and financial information returns.

RSCs will continue to be expected to operate on a non-profit, full cost-recovery basis. This means RSCs will continue to be prohibited from operating with the intention of making a profit or be able to distribute surplus funds to its members. If such factors exist within a regional service delivery model, other corporate structures, such as municipally controlled corporations, may be more appropriate.

## What will RSCs need to do to transition?

RSCs should review and update their bylaws to comply with the requirements within one year of the amendments coming into effect. It is the responsibility of RSCs to ensure compliance with new legislation. The required compliance date is **September 1, 2021**.

RSCs and municipal authorities are encouraged contact Municipal Affairs for advice and support. Training opportunities will be available beginning in fall 2020 (details to be announced).



### Additional Information

For questions about regional services commissions, please contact Municipal Services Division at [ma.lgsmail@gov.ab.ca](mailto:ma.lgsmail@gov.ab.ca) or 780-427-2225 or toll-free by first dialing 310-0000.

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**From:** municipalservicesandlegislation@gov.ab.ca  
**Sent:** June 19, 2020 2:09 PM  
**To:** Wendy Wildman  
**Subject:** Municipal Governance - COVID 19 - June 19 Issue  
**Attachments:** FAQ June 19 AR101410.pdf

AR101410

Dear Chief Administrative Officers:

As a follow up to my message of June 12, 2020, we continue our efforts to ensure you have the tools necessary to carry on with your important governance and management work as we move further into the relaunch strategy, including the lapse of the provincial state of public health emergency on Monday, June 15, 2020.

Attached is a Frequently Asked Questions document covering information about the implications of the state of public health emergency lapse on the provincial relaunch strategy and ways to assist with efforts to open your community safely.

I encourage you to continue to visit [alberta.ca](http://alberta.ca) for the latest COVID-19 information, including the status of any public health orders. Past issues of the Frequently Asked Questions document can be found at [www.alberta.ca/municipal-government-resources.aspx](http://www.alberta.ca/municipal-government-resources.aspx).

I hope these updates provide you with the timely information and answers you need. Please reach out if you have any remaining questions to ensure we address them to the best of our ability.

Sincerely,

Paul Wynnyk  
Deputy Minister

Attachment – Frequently Asked Questions

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# Municipal Governance

## During the COVID-19 Outbreak

Frequently Asked Questions – June 19, 2020

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

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

### Municipal Affairs Updates

Previous COVID-19 updates are available at [www.alberta.ca/municipal-government-resources.aspx](http://www.alberta.ca/municipal-government-resources.aspx)

## Public Health Emergency

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

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

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

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

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

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

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

**Are there any federal orders in place impacting municipalities?**

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

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

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

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

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

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

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

### Municipal Advisory Services

If you have further questions, please call:

730-427-2225 or toll-free by first dialing 310-0000 or email [ma\\_lqs@mail@gov.ab.ca](mailto:ma_lqs@mail@gov.ab.ca)

## Taxis, Limos and Rideshares

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

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

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

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

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

