

**SUMMER VILLAGE OF WHITE SANDS  
SPECIAL COUNCIL MEETING AGENDA  
February 28<sup>th</sup>, 2018  
1:00 PM  
Town of Stettler Office, 5031 – 50 St.**

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1. Call to Order
2. Additions to Agenda
3. Minutes
  - a. Adoption of the Minutes of the Summer Village of White Sands Special Council Meeting held on February 24<sup>th</sup>, 2018 2-6
4. Financial
  - a. Accounts Payable as of February 23<sup>rd</sup>, 2018 7
5. Administration/Current Concerns
  - a. Council/Staff Reports verbal
6. Correspondence
  - a. none
7. Bylaws
  - a. Land Use Bylaw Amendment 126.18 (2<sup>nd</sup> reading) 8-9  
note: Council needs to make a motion to change the bylaw if desired prior to 2<sup>nd</sup> reading. Thus, this is the same version in the agenda as was shown for 1<sup>st</sup> reading.
8. Additions
9. In-Camera Session
10. Next Meeting Date
11. Adjournment

**MINUTES OF THE SPECIAL COUNCIL MEETING  
OF THE SUMMER VILLAGE OF WHITE SANDS COUNCIL  
HELD ON FEBRUARY 24, 2018  
WHITE SANDS Hall, #8 FRONT STREET**

**Present:** Mayor Lorne Thurston  
Councillor Bill Sanchuck  
Councillor Carl Cornelssen  
Chief Administrative Officer Graham Scott  
Development Officer Leann Graham  
Office Administrator Laurie Tait

**Absent:** none

1. **Call to Order:** Mayor Thurston called the Council Meeting to order at 9:00 a.m.

2. **Agenda Additions/Approval**

**Motion 18:02:01** Moved by Councillor Cornelssen to approve the agenda with the following additions:  
5 (a) Contractor rate  
6 (a) Action on Smoking & Health

MOTION CARRIED  
Unanimous

3. **Adoption of Minutes**

(a) Minutes of the Regular Council Meeting held on February 1, 2018

**Motion 18:02:02** Moved by Councillor Sanchuck that the Minutes of the Regular Council Meeting held on February 1, 2018 be approved as presented.

MOTION CARRIED  
Unanimous

(b) Business Arising from the February 1, 2018 Council Meeting

- a. Water Transfer Station Tour – Postponed.
- b. Road signs – received -short 1 sign.
- c. Snow removal on private property – Tabled until fall.
- d. STEP/SCP grants for summer help have been submitted.
- e. Craig’s Cove snow ridge has been moved.
- f. FRIAA Firesmart Program application can be submitted in the next request session this summer.

4. **Financial** (a) Bank Reconciliation as of January 31, 2018

**Motion 18:02:03** Moved by Councillor Cornelssen that the Summer Village of White Sands Council approve that Financial Item 4(a) be accepted for information.

MOTION CARRIED  
Unanimous

(b) Statement of Revenue & Expenses as of January 31, 2018

**Motion 18:02:04** Moved by Councillor Sanchuck that the Summer Village of White Sands Council approve that Financial Item 4(b) be accepted for information.

MOTION CARRIED  
Unanimous

(c) Accounts Payable

None

5. Administration/Current Concerns

(a) Draft Monthly Maintenance Schedule

CAO G. Scott highlighted the monthly maintenance work schedule for the Summer Village of White Sands. The contractor rate was set by resolution of Council in the past. Council will review the schedule and provide further input.

(b) Policy V – Subdivision and Development Appeal Board

CAO G. Scott informed Council that Policy V is to establish a policy for the operation of the Subdivision Development Appeal Board.

**Motion 18:02:05**

Moved by Councillor Cornelssen that the Summer Village of White Sands Council approve Policy V – Subdivision and Development Appeal Board as presented.

MOTION CARRIED  
Unanimous

(c) Council/Staff Reports

- Request from RCMP to attend a Council Meeting for an annual update and review of expectations - Councillors to prepare list.
- Security System Upgrade – in conjunction with truck fill station or stand alone. Councillor Sanchuck will investigate options.
- Lawyer fees cost sharing – further discussion will be held.

6. Correspondence

(a) Action on Smoking & Health (ASH)

Workshop invitation from ASH along with Smoking Bylaw templates. Further discussion is tabled until summer.

7. Bylaws

(a) 163-18 - Assessment Review Board (1<sup>st</sup> Reading)

CAO G. Scott explained that Bylaw 163-18 is for the establishment and function of an Assessment Review Board and general matters relating to the proceedings thereto.

**Motion 18:02:06**

Moved by Councillor Cornelssen that the Summer Village of White Sands Council give first reading to Bylaw 163-18 with the following typing correction:

12. Refund of Fees

If the Assessment Review Board decides in favor of the complainant, the fees paid by the complainant under Section 11 shall be refunded.

MOTION CARRIED  
Unanimous

**Motion 18:02:07**

Moved by Councillor Sanchuck that the Summer Village of White Sands Council give second reading to Bylaw 163-18 as presented.

MOTION CARRIED  
Unanimous

**Motion 18:02:08** Moved by Councillor Cornelssen that the Summer Village of White Sands Council give permission for third and final reading to Bylaw 163-18 as presented.

MOTION CARRIED  
Unanimous

**Motion 18:02:09** Moved by Councillor Sanchuck that the Summer Village of White Sands Council give third and final reading to Bylaw 163-18 as presented.

MOTION CARRIED  
Unanimous

(b) 164-18 – Fire Control

CAO G. Scott explained that Bylaw 164-18 is to provide for control of fires and the recovery of fire protection service costs. This draft has outlined Section 7.5 Recreational Fire rules. Further wording outlining Training Certificate required will be added to Section 7 and brought back for first reading.

(c) 162-18 Land Use Bylaw Amendment Public Hearing

Mayor Thurston declared the Public Hearing for Bylaw 162-18 open at 11:03 am

Present:

Mayor L. Thurston  
Councillors C. Cornelssen & B. Sanchuck  
CAO G. Scott  
Development Officer L. Graham  
Public (53)

Mayor Thurston explained the purpose of the Public Hearing.

Development Officer Graham advised that Bylaw 162-18 is to amend Land Use Bylaw 153-15 as follows:

**Part One: General**

1.3 Definitions

Add "Exterior Wall" means a wall with one side on the exterior of the building finished with materials including but not limited to stucco, siding, brick or stone. The exterior wall is constructed in a way to provide load bearing capabilities and protection from the outside elements including moisture protections and insulation.

Revise "Floor Area" means for residential buildings, the total area of all floors on a building measured from the outside of exterior walls including a basement as well as all cantilevers, but excluding floor areas of lofts, cellars, attached garages, sheds, carports, or open porches, balconies or decks in all residential buildings.

Add "Main Floor Area" means for residential buildings, the total area of the main floor of a building measured from the outside of the exterior walls.

Add "Porch" means a covered area (open or enclosed) adjoining an entrance to a dwelling, a porch is not considered a part of a total floor area.

Revise "Ready to Move (RTM) Dwelling" means a dwelling with a minimum width of 7.3 meters (24 feet), a minimum main floor area of 92.9 square meters (1000 square feet) and a maximum height of 7.75 meters (25.4 feet). An RTM must have a completed main floor area constructed off site prior to transportation to the property. Dwellings are transported to the site and assembled to create a permanent dwelling unit and conform to the CSA A-277 Standard for Ready To Move Homes.

### **Part Two : Development Permits**

#### 2.3 Permission for Development:

Revise 9 (c) To give security in the amount of 5% of the project value, as determined by the safety codes valuation of construction value per ft<sup>2</sup> as amended from time to time, for each dwelling unit to ensure that the terms of the agreement under this section are carried out:

- (i) Detached Dwelling - 50% refunded at completion of foundation, 50% refunded upon completion of permanent siding, roofing, windows and doors to dwelling lock-up.
- (ii) RTM - 50% refunded at installation on foundation, 50% refunded upon completion of project including proof of final inspection.

### **Schedule C: Land Use District Regulations**

#### Residential District R1

2(ii) RTMs shall be placed on a permanent foundation or basement. RTMs shall only be allowed on parcels greater than 929 m<sup>2</sup> (10,000 ft<sup>2</sup>) or more and must have minimum width of 7.3 meters (24 feet).

#### (9)Maximum Building Height

(a) Detached Dwelling - 7.75 m (25.42 ft) above finished grade with a maximum of two stories; excepting on parcels larger than 929 m<sup>2</sup> (10,000 ft<sup>2</sup>) or more, where the maximum height shall be 10.00 m (32.81 ft) above finished grade with a maximum of two stories and a walkout basement;

(b) RTM - 7.75 m (25.4 ft) above finished grade with a maximum of two stories.

#### (10)Minimum Main Floor Area

(a) Detached Dwelling - 92.9 m<sup>2</sup> (1000 ft<sup>2</sup>)

(b) RTM - 92.9 m<sup>2</sup> (1000 ft<sup>2</sup>)

Mayor Thurston advised that the bylaw was distributed February 2, 2018 by mail, email, posted on the website, and posted on Facebook for the Public Hearing to be held today (February 24, 2018).

Administration informed Council that 12 written submissions were received in opposition to proposed Bylaw 162-18. The written submission were read into the meeting.

Mayor Thurston called for verbal presentations. Nine verbal presentations in opposition to proposed Bylaw 162-18 were heard.

Question Period discussion ensued from the public regarding - disadvantages of winter months proposal and public hearing; reason the changes were deemed to have been necessary; why the building retainer has no interest compensation.

Mayor Thurston declared the Public Hearing for Bylaw 162-18 closed at 12:11 p.m.

Mayor Thurston reconvened the regular Council Meeting at 12:11 a.m.

- 8. Additions (a) None
- 9. In-Camera Session (a) None
- 10. Next Meeting Date Call of the Chair.
- 11. Adjournment

**Motion 18:02:10** Moved by Councillor Sanchuck that this Regular Meeting of the Summer Village of White Sands Council be adjourned.

MOTION CARRIED  
Unanimous at 12:12 pm

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	5467
Cheque Date	First	Last		5470

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Access Gas Services	5467	2018-02-23	\$244.15
=====			
Invoice Description		Invoice Number	Invoice Amount
-----			
Jan Gas Bill		201801-3683	\$244.15
=====			
Berger, Allen	5468	2018-02-23	\$4,539.96
=====			
Invoice Description		Invoice Number	Invoice Amount
-----			
Feb Maintenance Contract		686167	\$4,239.96
Jan Phone & Fuel Allowance		2018.02.06	\$300.00
=====			
Enmax	5469	2018-02-23	\$508.68
=====			
Invoice Description		Invoice Number	Invoice Amount
-----			
Jan Power Bill		18-2749196	\$508.68
=====			
Kal Tire	5470	2018-02-23	\$247.57
=====			
Invoice Description		Invoice Number	Invoice Amount
-----			
Trans Flat Tire Repair		647222953	\$247.57
=====			
		Total Cheques	\$5,540.36
			=====

## **BYLAW 162.18**

A BYLAW OF THE SUMMER VILLAGE OF WHITE SANDS, PROVINCE OF ALBERTA TO AMEND BYLAW NO. 153-15 OF THE SAID VILLAGE.

WHEREAS pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26 and amendments thereto.

THE MUNICIPAL COUNCIL OF THE SUMMER VILLAGE OF WHITE SANDS IN COUNCIL ASSEMBLED ENACTS AS FOLLOWS:

1. That Part 1, Subsection 1.3 - Add **“Exterior Wall”, “Main Floor Area”, and “porch”** Definitions as follows:

**“Exterior Wall”** means a wall with one side on the exterior of the building finished with materials including but not limited to stucco, siding, brick or stone. The exterior wall is constructed in a way to provide load bearing capabilities and protection from the outside elements including moisture protections and insulation.

**“Main Floor Area”** means for residential buildings, the total area of the main floor of a building measured from the outside of the exterior walls.

**“Porch”** means a covered area (open or enclosed) adjoining an entrance to a dwelling, a porch is not considered a part of a total floor area.

2. That Part 1, Subsection 1.3 - Revise **“Floor Area”, and “Ready to Move (RTM) Dwelling”**, Definitions as follows:

**“Floor Area”** means for residential buildings, the total area of all floors on a building measured from the outside of exterior walls including a basement as well as all cantilevers, but excluding floor areas of lofts, cellars, attached garages, sheds, carports, or porches, balconies or decks in all residential buildings.

**“Ready to Move (RTM) Dwelling”** means a dwelling with a minimum width of 7.3 meters (24 feet), a minimum main floor area of 92.9 square meters (1000 square feet) and a maximum height of 7.75 meters (25.4 feet). An RTM must have a completed main floor area constructed off site prior to transportation to the property. Dwellings are transported to the site and assembled to create a permanent dwelling unit and conform to the CSA A-277 Standard for Ready To Move Homes.

3. That Part 2, Subsection 2.3 (9)(c) of Bylaw 153-15 shall be and is hereby amended as follows:

To give security in the amount of 5% of the project value, as determined by the safety codes valuation of construction value per ft<sup>2</sup> as amended from time to time, for each dwelling unit to ensure that the terms of the agreement under this section are carried out:

- (i) Detached Dwelling - 50% refunded at completion of foundation, 50% refunded upon completion of permanent siding, roofing, windows and doors to dwelling lock-up.
- (ii) RTM – 50% refunded at installation on foundation, 50% refunded upon completion of project including proof of final inspection.

4. That Schedule C, Residential District R1, Subsection 2(ii) – shall be and is hereby amended as follows:



RTMs shall be placed on a permanent foundation or basement. RTMs shall only be allowed on parcels greater than 929 m<sup>2</sup> (10,000 ft<sup>2</sup>) or more and must have minimum width of 7.3 meters (24 feet).

5. That Schedule C, Residential District R1, Subsection 9 – shall be and is hereby amended as follows:

- (a) Detached Dwelling – 7.75 m (25.42 ft) above finished grade with a maximum of two stories; excepting on parcels larger than 929 m<sup>2</sup> (10,000 ft<sup>2</sup>) or more, where the maximum height shall be 10.00 m (32.81 ft) above finished grade with a maximum of two stories and a walkout basement;
- (b) RTM - 7.75 m (25.4 ft) above finished grade with a maximum of two stories.

6. That Schedule C, Residential District R1, Subsection 10 – shall be and is hereby amended as follows:

- (a) Detached Dwelling - 92.9 m<sup>2</sup> (1000 ft<sup>2</sup>)
- (b) RTM - 92.9 m<sup>2</sup> (1000 ft<sup>2</sup>)

7. That this Bylaw shall take force and effect upon the date of final passing thereof.

READ a first time this 1st day of February A.D. 2018.

NOTICE OF PUBLIC HEARING: Mailed to every land owner within the Summer Village of White Sands on \_\_\_\_\_

Public Hearing held \_\_\_\_\_.

READ a second time this \_\_\_ day of \_\_\_\_\_, A.D. 2018.

READ a third time and finally passed this \_\_\_ day of \_\_\_\_\_, A.D. 2018.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
CAO