

**SUMMER VILLAGE OF WHITE SANDS COUNCIL MEETING AGENDA**  
**May 13<sup>th</sup>, 2017**  
**9:00 AM**  
**Summer Village Hall**

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1. Call to Order
2. Additions to Agenda
3. Minutes
  - a. Adoption of the Minutes of the Regular Summer Village of White Sands Council Meeting held on April 28<sup>th</sup>, 2017 2-6
4. Delegations
  - a. none
5. Financial
  - a. Bank Reconciliation as of April 30<sup>th</sup>, 2017 7
  - b. Statement of Revenue & Expenses as of April 30<sup>th</sup>, 2017 8
  - c. Accounts Payable as of April 24<sup>th</sup>, 2017 and May 10<sup>th</sup>, 2017 9-11
6. Administration/Current Concerns
  - a. 2017 Budget Planning verbal
  - b. Council/Staff Reports verbal
7. Correspondence
  - a. none
8. Bylaws
  - a. Bylaw 158-17: Summer Village of White Sands Municipal Development Plan 12-27
  - b. Bylaw 159-17: Summer Village of White Sands Land Use Bylaw Amendment 28-33
9. Additions
10. In-Camera Session
11. Next Meeting Date: At call of the Chair
12. Adjournment

**MINUTES OF THE REGULAR COUNCIL MEETING  
OF THE SUMMER VILLAGE OF WHITE SANDS COUNCIL  
HELD ON APRIL 28, 2017  
TOWN OF STETTLER BOARD ROOM**

**Present:** Mayor Lorne Thurston  
Councillor Barry Guenette  
Councillor Colin Adair (Teleconference)  
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 9:02 a.m.

2. **Agenda Additions/Approval**

**Motion 17:04:01** Moved by Councillor Guenette to approve the agenda with the following additions: 9(a) Dust Control

MOTION CARRIED  
Unanimous

Mayor Thurston with the mutual consent of Council varied the order of the agenda.

8. **Bylaws** (a) **Bylaw 158-17 re: SVWS Municipal Development Plan**

CAO G. Scott explained that Bylaw 158-17 is to enact the Summer Village of White Sands Municipal Development Plan.

**Motion 17:04:02** Moved by Councillor Guenette that the Summer Village of White Sands Council give first reading to Bylaw 158-17 as presented.

MOTION CARRIED  
Unanimous

(b) **Bylaw 159-17 re: SVWS Land Use Bylaw Amendment**

CAO G. Scott explained that Bylaw 159-17 is to amend Bylaw 153-15 of the Said Village.

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

1. That Part 1, Subsection 1.3 - Revise "**Land Use Bylaw**" Definition to reflect Bylaw # 153-15.
2. That Schedule "B", Subsection 11 of Bylaw 153-15 shall be and is hereby amended as follows:
  - a. The addition of environmental policies as attached in appendix A
3. That Schedule C, Residential District R1, Subsection 13 - Revise "Removal of Vegetation" to reflect Section 11 and 13 of Schedule B,
4. That Schedule "C" of Bylaw 153-15 shall be and is hereby amended as follows:
  - a. The addition of a DC-Direct Control District as attached in appendix B.

CAO G. Scott explained that a Public Hearing for Bylaw 159-17 will be held on May 13, 2017 at 9:00 a.m. at the Summer Village of White Sands Multipurpose Building #8 Front Street.

**Motion 17:04:03** Moved by Councillor Adair that the Summer Village of White Sands Council give first reading to Bylaw 159-17 as presented.

MOTION CARRIED  
Unanimous

6. Administration/Current Concerns

(b) Cornelsson Subdivision

Development Officer Graham explained that the owner/applicant is proposing a boundary adjustment impacting 3 existing parcels (Lot 30, Block 7, Plan 0223416 and Lot 9, Block 7, Plan 0223414 and Lot 8, Block 7, Plan 0928711).

**Motion 17:04:04** Moved by Councillor Guenette that the Summer Village of White Sands Council approve Subdivision Application 2017-01 as presented.

That the application for a boundary adjustment subdivision has been evaluated in terms of *Section 654 of the Municipal Government Act* and *Section 7 of the Subdivision and Development Regulations*, and having considered referral submissions, it is recommended that the application be approved as per the Tentative Plan for the following reasons:

1. That the application is consistent with *Section 7 of the Subdivision and Development Regulations*;
2. The application is consistent with *Section 654 of the Municipal Government Act*;
3. The subject land has the appropriate long term land use;
4. There are no major development constraints.

Further, in accordance with the *Municipal Government Act*, the application is approved subject to the following conditions:

1. Subdivision to be effected by a Plan of Survey, pursuant to *Section 657 of the Municipal Government Act*.
2. The Applicant must consolidate the parcels by plan of survey to ensure legal access is maintained.
3. The Applicant provides a copy of the current Land Title for the land proposed to be subdivided.
4. That any outstanding property taxes on the land being subdivided are paid or satisfactory arrangements made thereto the Summer Village of White Sands.

MOTION CARRIED  
Unanimous

6. Administration/Current Concerns

(a) Summer Village of White Sands Election Resolutions

**Nomination Day: Saturday July 1, 2017**  
**Advance Vote: Saturday July 22, 2017**  
**Election Day: Saturday July 29, 2017**

CAO G. Scott advised that in accordance with the Local Authorities Election Act, Council has the authority to vary certain procedures relating to a general election.

**Motion 17:04:05** Moved by Councillor Guenette that the Summer Village of White Sands appoints Graham Scott as the Returning Officer for the 2017 Municipal Election.

MOTION CARRIED  
Unanimous

**Motion 17:04:06** Moved by Councillor Adair that the Summer Village of White Sands hold nomination day on July 1, 2017 at the Summer Village of White Sands Multi-Purpose Building #8 Front Street from 10am to 12 Noon.

MOTION CARRIED  
Unanimous

6. Administration/Current Concerns

(c) 2016 Financial Statements

CAO G. Scott presented and reviewed the financial results and information included in the Summer Village's 2016 Consolidated Financial Statements and 2016 Municipal Financial Information Return. In addition, the following documents were presented and reviewed; the Auditors' Reports (2), an Auditors' Engagement letter, a letter of Independence, a Management letter and a letter outlining any Audit Aspects to be of interest.

It was noted that the preparation and audit of annual consolidated financial statements is primarily for authentication and verification purposes. Although this reporting function is necessary and valuable, the annual budget process is far more detailed for Council information and decision making purposes.

**Motion 17:04:07** Moved by Councillor Adair that the Summer Village of White Sands Council accept the 2016 Consolidated Financial Statements and 2016 Municipal Financial Information Return for the Year Ended December 31, 2016 as presented, including correspondence from the Auditor as follows:

1. A Statement outlining the terms of the Auditor's Engagement dated April 28, 2017.
2. A statement communicating the independence of the Auditor dated April 28, 2017.
3. A Management Letter outlining any deficiencies in the accounting system dated April 28, 2017.
4. A Statement of audit aspects believed to be of interest to Council dated April 28, 2017.
5. The Auditors' Report on the 2016 Consolidated Financial Statements dated April 28, 2017.
6. The Auditors' Report on the 2016 Municipal Financial Information Return dated April 28, 2017.

MOTION CARRIED  
Unanimous

**Motion 17:04:08** Moved by Councillor Guenette that the Summer Village of White Sands Council retain Gitzel & Company for the 2017 audit.

MOTION CARRIED  
Unanimous

10. In-Camera Session (a) Legal Issue

**Motion 17:04:09** Moved by Councillor Adair that the Summer Village of White Sands Council proceed into an In-Camera Session with the CAO and Development Officer present to discuss the In-Camera item.

MOTION CARRIED  
Unanimous at 9:40 a.m.

**Motion 17:04:10** Moved by Councillor Guenette that the Summer Village of White Sands Council return to the regular meeting.

MOTION CARRIED  
Unanimous at 9:45 a.m.

Development Officer Graham left the meeting at 9:46 a.m.

6. Administration/Current Concerns

(d) Council/Staff Reports

- Hall Society has requested a street light be placed at the Flag and Entrance Sign. This project should be considered in conjunction with the Truck Fill Station.
- Water for Life Application has been submitted for the Truck Fill Station.
- Summer Casual Laborer will be employed May 1 to Sept. 15, 2017.
- Other casual help will be hired as necessary

Councilor Adair left the meeting at 9:55 a.m.

(d) Council/Staff Reports - continued

- Clay has settled in the Pheasant Terrace project
- Work to swale and bell hole will continue.
- Canada 150 Celebration 50% funding from budget.
- Kids Day may be cancelled due to lack of volunteers.
- Summer Village of White Sands direction sign on Hiway 835 is broken.
- Stettler FCSS accepts computers to be recycled for those in need.
- Textile bin for Diabetes Research fundraising.
- Village Garage Sale June 10, 2017
- Address signage – 2 signs/post; Street name and house number; call before digging
- Crimewatch volunteers – criminal records check not required.
- Document speeding issues and RCMP will attend.
- Budget estimate considerations:
  - Dock with bumpers \$2,500
  - Casual wages add 2 months
  - Wifi Hot Spot - \$105/month; \$100 installation; router \$150
  - Addressing signs - \$28,000
  - Hall cleaning - \$500/year
  - Pin Finder - \$1,000
  - Tractor Tires - \$2,000
  - Hall – Sidewalk blocks/eavestrough
  - Gravel - \$3,000
  - Canada Day - \$1,500
  - Capital Budget – Tractor 5 years; Truck 3 years; Mower 2 years

9. Additions

(a) Dust Control

**Motion 17:04:11**

Moved by Councillor Guenette that the Summer Village of White Sands Council proceed with Dust Control – Boat Launch Road ½ km and Jennifer Drive ½ km.

MOTION CARRIED  
Unanimous

3. Adoption of Minutes

(a) Minutes of the Regular Council Meeting held on February 17, 2017

**Motion 17:04:12**

Moved by Councillor Guenette that the Minutes of the Regular Council Meeting held on February 17, 2017 be approved as presented.

MOTION CARRIED  
Unanimous

(b) Business Arising from the February 17, 2017 Council Meeting

None

4. Delegation:

(a) None

5. **Financial** (a) Bank Reconciliations as of February 28 & March 31, 2017

**Motion 17:04:13** Moved by Councillor Guenette 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 March 31, 2017

**Motion 17:04:14** Moved by Councillor Guenette that the Summer Village of White Sands Council approve that Financial Item 4(c) be accepted for information.

MOTION CARRIED  
Unanimous

(c) Accounts Payable as of April 7, 2017

**Motion 17:04:15** Moved by Councillor Guenette that the Accounts Payable for the periods: February 23 - \$10,715.04, March 6 - \$4,632.48, March 23 - \$27,158.68 & April 7 - \$1,144.22 in the total amount of \$43,650.42 having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

7. **Correspondence**

(a) MGA Review – Legislative Amendments

(b) Bill 36 – Mandatory Helmets on Public Land for Off-Highway Vehicle Riders and Passengers

(c) Hwy 12/21 Paving from Junction of Hwy 50 to the Town of Stettler

**Motion 17:04:16** Moved by Councillor Guenette that the Summer Village of White Sands accept Correspondence Items 7(a) to 7(c) as presented.

MOTION CARRIED  
Unanimous

11. **Next Meeting Date** May 13, 2017

12. **Adjournment**

**Motion 17:04:17** Moved by Councillor Guenette that this Regular Meeting of the Summer Village of White Sands Council be adjourned.

MOTION CARRIED  
Unanimous at 10:45 a.m.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

**SUMMER VILLAGE OF WHITE SANDS  
BANK RECONCILIATION  
As of April 30, 2017**

Net Balance at End of Previous Month	\$ 1,012,009.36
ADD: General Receipts	9,742.04
Interest Earned	981.44
Investments Matured	<u>0.00</u>
<b>SUBTOTAL</b>	<b>1,022,732.84</b>
LESS: General Disbursements	8,414.52
Investments	0.00
Returned Cheques	0.00
Bank Charges	<u>8.90</u>
<b>SUBTOTAL</b>	<b><u>8,423.42</u></b>
<b>NET BALANCE AT END OF CURRENT MONTH</b>	<b><u><u>\$ 1,014,309.42</u></u></b>

Balance at End of Month - Bank	1,015,715.17
ADD: Outstanding Deposits	0.00
LESS: Outstanding Cheques	<u>1,405.75</u>
<b>NET BALANCE AT END OF CURRENT MONTH</b>	<b><u><u>\$ 1,014,309.42</u></u></b>

INVESTMENTS:	0.00
	<u>0.00</u>
<b>SUBTOTAL</b>	<b><u>0.00</u></b>
<b>TOTAL CASH ON HAND AND ON DEPOSIT</b>	<b>\$ 1,014,309.42</b>

THIS STATEMENT SUBMITTED TO SUMMER VILLAGE OF WHITE SANDS THIS  
1st DAY OF MAY 2017

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

GENERAL RECEIPTS SUMMARY		
Tax	AR	8,329
RV Permits		1,100
Bldg Permits		0
MSI Capital Grant		0
GST refund		0
		0
Other		<u>313</u>
	Total	9,742

**SUMMER VILLAGE OF WHITE SANDS  
STATEMENT OF REVENUE AND EXPENDITURES  
AS OF APRIL 30, 2017**

	YTD Actual	Variance	Annual Budget
<b>Revenue</b>			
General Administration	1.50	9,528.50	9,530.00
Protective Services	-	960.00	960.00
Roads, Streets, Transportation	100.00	12,130.00	12,230.00
Planning & Development	1,198.54	14,701.46	15,900.00
Recreation & Parks	-	-	-
Taxes/Penalties	1,352.36	557,959.64	559,312.00
Other Revenue	<u>2,768.90</u>	<u>1,231.10</u>	<u>4,000.00</u>
<b>Total Revenue</b>	<b>\$ 5,421.30</b>	<b>\$ 596,510.70</b>	<b>\$ 601,932.00</b>
<b>Expenses</b>			
Council & Legislative	292.85	12,407.15	12,700.00
General Administration	11,773.85	51,056.15	62,830.00
Fire Fighting & Preventive	-	40,000.00	40,000.00
Disaster Services	500.00	-	500.00
Ambulance	-	-	-
Bylaw Enforcement	206.00	4,794.00	5,000.00
Roads, Streets, Transportation	16,821.65	58,008.35	74,830.00
Water Department	431.65	11,541.35	11,973.00
Garbage Collection & Disposal	4,396.39	10,051.61	14,448.00
Planning & Development	3,538.84	19,961.16	23,500.00
Parks & Recreation	4,324.73	30,575.27	34,900.00
Requisitions	85,399.66	211,553.34	296,953.00
Contingency	<u>-</u>	<u>23,798.00</u>	<u>23,798.00</u>
<b>Total Expenses</b>	<b>\$ 127,685.62</b>	<b>\$ 473,746.38</b>	<b>\$ 601,432.00</b>
<b>Surplus/Deficit</b>	<b>\$ (122,264.32)</b>	<b>\$ 122,764.32</b>	<b>\$ 500.00</b>



Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	5255
Cheque Date	First	Last		5263

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Access Gas Services	5255	2017-04-25	\$194.54
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Trans - March 2017 Gas Bill		201703-3683	\$194.54
-----			
Bagshaw Electric Ltd.	5256	2017-04-25	\$50.30
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Trans - MH250 Lamps ParkingLot		273218	\$50.30
-----			
Berger, Allen	5257	2017-04-25	\$2,157.96
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Trans/Park - Apr Contract (a)		686155	\$847.98
Trans/Park- April Contract (b)		686156	\$1,059.98
Trans - Mar Fuel/Phone allowan		2017.04.10	\$250.00
-----			
Enmax	5258	2017-04-25	\$423.22
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Tran/Water - Mar 17 Power bill		17-2682498	\$423.22
-----			
Five Star Ventures Ltd.	5259	2017-04-25	\$84.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Landfill - Bin dump 03.22.2017		3850	\$31.50
Landfill - Bin rental Mar 2017		3983	\$52.50
-----			
Gra-Core Consulting & Investme	5260	2017-04-25	\$630.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Pl&Dev - Mar17 monthly service		2017-003	\$630.00
-----			
Phelan, Corinne	5261	2017-04-25	\$26.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Trans - Travel&Sub mileage		2017.04.12	\$26.00
-----			
Stettler Waste Management Auth	5262	2017-04-25	\$3,461.75
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Landfill - 1st Qtr Requisition		SWM-0000740	\$3,461.75
-----			
United Farmers of Alberta	5263	2017-04-25	\$242.53
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Trans - Screws,lumber,saw		304214163	\$87.31
Trans - lumber		304214261	\$24.13
Trans - 11X22 Boat Tarp		304215036	\$116.01

System: 2017-04-24 10:25:25 AM  
User Date: 2017-04-24

Summer Village of White Sands  
CHEQUE DISTRIBUTION REPORT  
Payables Management

Page: 2  
User ID: Penni

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Trans - Fuel filter	210901884		\$15.08
	Total Cheques		----- \$7,270.30 =====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	5264
Cheque Date	First	Last		5267

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Future Ag Inc.	5264	2017-05-10	\$235.56
=====			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	
Parks&Rec-Filter,Blades,Brush		IS45639	\$235.56
=====			
Shirley McClellan Regional Wat	5265	2017-05-10	\$2,158.05
=====			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	
Water-Apr17 Debenture&Interest		SMRWSC-000493	\$2,158.05
=====			
Stettler Home Hardware	5266	2017-05-10	\$31.47
=====			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	
Trans-Towels&Garbage Bags		108436	\$31.47
=====			
Yesterday's Meals on Wheels Se	5267	2017-05-10	\$115.50
=====			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	
Trans-Mar 2017 septic pumpout		16657	\$115.50
=====			
		-----	
	Total Cheques		\$2,540.58
			=====

**BYLAW 158-17**

**A BYLAW OF THE SUMMER VILLAGE OF WHITE SANDS, IN THE PROVINCE OF ALBERTA,  
BEING A BYLAW TO ENACT THE SUMMER VILLAGE OF WHITE SANDS MUNICIPAL  
DEVELOPMENT PLAN.**

**WHEREAS**, Section 632 of the Province of Alberta, Municipal Government Act, Revised Statutes of Alberta 2000 Chapter M-26, allows the Council of a municipality with a population less than 3500 to adopt a Municipal Development Plan;

**WHEREAS**, the Council of the Summer Village of White Sands has duly undertaken a review of this Municipal Development Plan;

**NOW THEREFORE**, the Municipal Council of the Summer Village of White Sands duly assembled enacts as follows:

1. That this Bylaw may be cited as "The Summer Village of White Sands Municipal Development Plan".
2. The document attached is hereby adopted as the Summer Village of White Sands Municipal Development Plan.
3. This Bylaw shall take effect on the date of its final passing.

**READ** a first time this 28<sup>th</sup> day of April, A.D. 2017.

**NOTICE OF ADVERTISEMENT** published May 3<sup>rd</sup>, 2017 & May 10<sup>th</sup>, 2017

**PUBLIC HEARING** held May 13<sup>th</sup>, 2017.

**READ** a second time this 26<sup>th</sup> day of May, 2017.

**READ** a third time and finally passed this 26<sup>th</sup> day of May, 2017.

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Mayor

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CAO

# ***Municipal Development Plan***

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The Summer Village of  
White Sands

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## ***Bylaw 158-17***

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## Table of Contents

<b>PART ONE: PLAN BACKGROUND AND PURPOSE</b>	<b>4</b>
SECTION 1: BACKGROUND	4
SECTION 2: GOALS AND POLICIES	4
<b>PART TWO: PHYSICAL ENVIRONMENT</b>	<b>5</b>
SECTION 3: INTRODUCTION	5
SECTION 4: MAPS	5
<b>PART THREE: SETTING THE STAGE FOR GROWTH</b>	<b>8</b>
SECTION 5: GOALS	8
SECTION 6: POLICIES	8
<b>PART FOUR: RESIDENTIAL DEVELOPMENT</b>	<b>9</b>
SECTION 7: GOALS	9
SECTION 8: POLICIES	10
<b>PART FIVE: TRANSPORTATION</b>	<b>10</b>
SECTION 9: GOALS	10
SECTION 10: POLICIES	10
<b>PART SIX: MUNICIPAL SERVICING AND IMPROVEMENTS</b>	<b>11</b>
SECTION 11: GOALS	11
SECTION 12: POLICIES	11
<b>PART SEVEN: ENVIRONMENT</b>	<b>12</b>
SECTION 13: GOALS	12
SECTION 14: POLICIES	12
<b>PART EIGHT: INTERMUNICIPAL COOPERATION</b>	<b>13</b>
SECTION 15: GOALS	13
SECTION 16: POLICIES	13
<b>PART NINE: ADMINISTRATIVE MATTERS</b>	<b>13</b>
SECTION 17: INTERPRETATION	13
SECTION 18: IMPLEMENTATION	14
SECTION 19: AMENDMENT	14
SECTION 20: REVIEW	14
<b>SCHEDULE 1: SUMMER VILLAGE OF WHITE SANDS SERVICING STANDARDS</b>	<b>15</b>

# Part One: Background and Purpose

## Section 1: Background

- 1.1.1. The Municipal Development Plan (MDP) of the Summer Village of White Sands is a statutory document as defined by the *Municipal Government Act, (Revised Statutes of Alberta 2000, Chapter M-26)*. As per *Section 632 of the Municipal Government Act*, a municipality with a population less than 3500 may adopt an MDP. The Act states that an MDP must address such issues as future land use and development in the municipality, the provision of municipal services and facilities, and intermunicipal issues such as future growth areas and the coordination of transportation systems and infrastructure.
- 1.1.2. The overall purpose of the White Sands Municipal Development Plan (MDP) is to guide future growth and development to ensure that it is sustainable, orderly, appropriate, complementary, efficient, and that it enhances the quality of life for our citizens.
- 1.1.3. The MDP is primarily a policy document that can be utilized as a framework within which both public and private sector decision making can occur. As a policy document it is, for the most part, general in nature and long range in its outlook. The MDP provides the means whereby Council and the community can evaluate immediate situations or proposals in the context of a long range plan for White Sands.
- 1.1.4. The MDP must be consistent with land use policies established by the Lieutenant Governor in Council and future municipal policy documents – such as an Area Structure Plan, an Area Redevelopment Plan, an Outline Plan, or a Land Use Bylaw – or amendments to current documents should conform to the goals and policies expressed herein.

## Section 2: Goals and Policies

- 1.2.1. The goals and policies of the MDP apply to land within the Summer Village boundary, and are intended to:
  - 1.2.1.1. Protect and enhance past physical characteristics and traditions;
  - 1.2.1.2. Guide the orderly and systematic physical growth of the community;
  - 1.2.1.3. Establish the desirable qualitative and quantitative direction for future community development;
  - 1.2.1.4. Define strategies for achieving the Summer Village’s aspirations and set priorities for the near and long term future.
  - 1.2.1.5. Establish policies and recommendations that will delineate how the Summer Village can move towards achieving its goals.

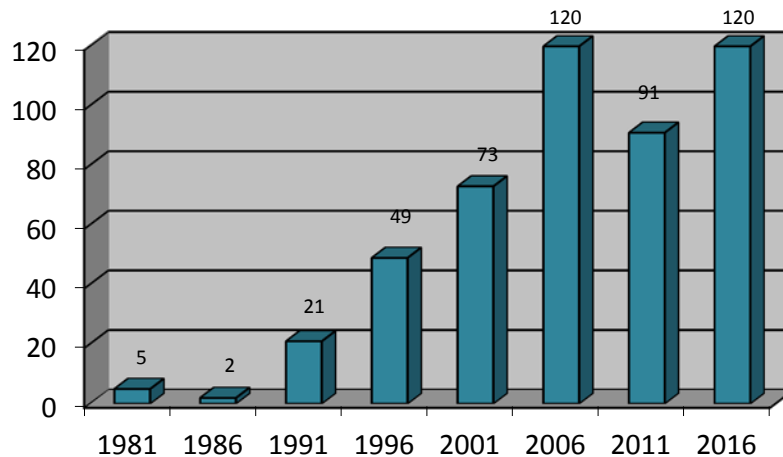


## Part Two: Physical Environment

### Section 3: Introduction

- 2.3.1. The Summer Village of White Sands is situated on the southeast shore of Buffalo Lake. Located in central Alberta, Buffalo Lake is the largest lake in the area, spanning 124 km<sup>2</sup> (55 sq. miles). The Summer Village covers approximately 164 hectares with a permanent population of 120 in 2016. The Summer Village was incorporated on January 1, 1980.
- 2.3.2. Figure 1 illustrates the population for the Summer Village of White Sands since 1981. The graph shows that over the past 35 years, that the Summer Village has experienced upward growth, but has levelled off over the past decade.

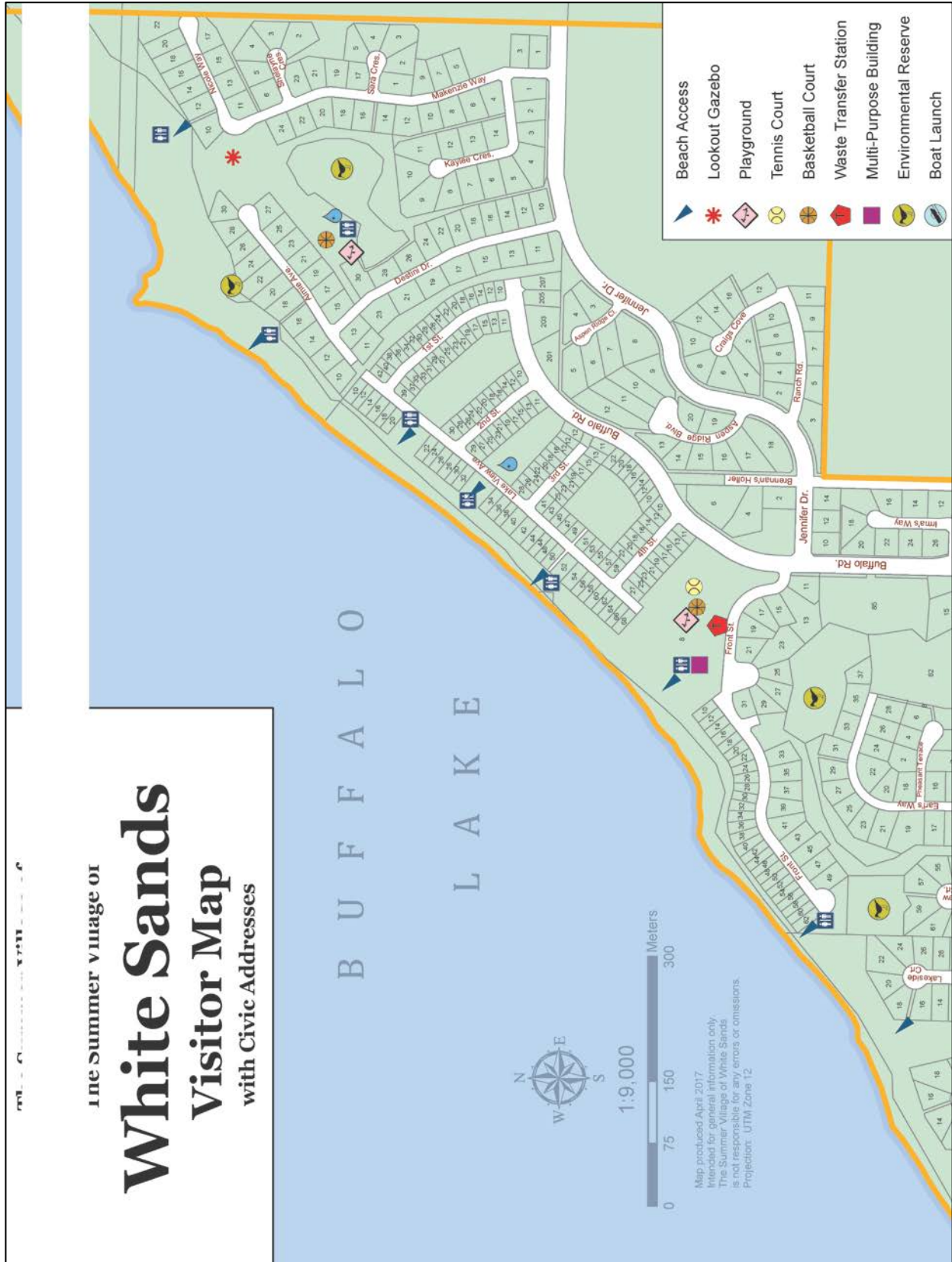
**Figure 1 - Historical Population 1981 to 2016**



### Section 4: Maps

- 2.4.1. Map 1 identifies the roads, parcels and other features within White Sands.
- 2.4.2. Map 2 identifies zoning in the Summer Village.

Map 1 – Visitor Map



Map 2 – Zoning Map



## Part Three: Setting the Stage for Growth

### Section 5: Goals

- 3.5.1. To ensure the orderly, complementary, and efficient development of the physical environment within White Sands.
- 3.5.2. To encourage the complementary and orderly use and development of the physical environment in the urban nodes and areas identified in our Intermunicipal Development Plan(s).

### Section 6: Policies

- 3.6.1. All development and subdivision of land should adhere to the goals and policies of this plan and follow the land use concepts as shown on Map 2.
- 3.6.2. Development and subdivision proposals that do not comply with the goals and policies of this plan will be evaluated on their merits. The Summer Village may consider amending this plan to accommodate proposals it deems acceptable.
- 3.6.3. A high level of quality and aesthetic appeal will be encouraged in all development and redevelopment.
- 3.6.4. The Summer Village shall require the preparation of an area structure plan (ASP) or other non-statutory plan, acceptable to Council, before subdivision and/or development of any parcel which will be subdivided into three or more lots is permitted to proceed.
- 3.6.5. The Summer Village shall require the preparation of an area redevelopment plan (ARP) or other non-statutory plan, acceptable to Council, before the subdivision and/or redevelopment of any parcel which will be subdivided into three or more lots is permitted to proceed.
- 3.6.6. All adopted statutory plans shall adhere to this plan.
- 3.6.7. The Land Use Bylaw and all non-statutory plans and policies adopted by Council should be consistent with this plan. The Summer Village should give consideration to the following matters when reviewing proposed developments and/or amendments to the Land Use Bylaw.
  - 3.6.7.1. The goals and policies of this and other applicable statutory and non-statutory plans and/or policies adopted by Council;
  - 3.6.7.2. The views of the public;

- 3.6.7.3. The physical characteristics of the subject and adjacent land;
  - 3.6.7.4. The use of other land in the vicinity;
  - 3.6.7.5. The availability of and possible impact on public and private utilities;
  - 3.6.7.6. Access to and possible impact on transportation systems;
  - 3.6.7.7. The overall design; and
  - 3.6.7.8. Any other matters which, in the opinion of Council, are relevant.
- 3.6.8. Pursuant to the Municipal Government Act, the Summer Village shall require that development and subdivision applications in close proximity to sour gas facilities meet the standards of the Subdivision and Development Regulation and Energy Resources Conservation Board guidelines, with respect to minimum separation distances, between sour gas facilities and other uses.
- 3.6.9. The Summer Village may assume a role in land development, including acquisition, servicing and subdivision, in order to ensure an adequate supply of land.
- 3.6.10. Upon the subdivision of land, the Summer Village shall require the provision of reserves; in the form of land, money, or a combination thereof; to the maximum amount provided for in the Municipal Government Act.
- 3.6.11. The Summer Village may require that new development and re-development be required to pay its fair share of expanding existing or creating new public facilities and services for water stormwater, roads and other community facilities) through off-site levies.
- 3.6.12. The Summer Village does not currently allow farming as a permitted use in any zoning currently in the Land Use Bylaw. Farming means the raising or production of crops, or animals, and includes a single residence for the farmer, but does not include a “Confined Feeding Operation as defined by the Natural Resources Conservation Board.

## **Part Four: Residential Development**

### **Section 7: Goals**

- 4.7.1. High quality housing design, layout, site amenities and development shall be promoted for all new residential housing projects.

### **Section 8: Policies**

- 4.8.1. Map 2 identifies existing and future residential areas.

- 4.8.2. In residential areas, upon subdivision, the Summer Village will require the provision of reserves be in the form of land in order to provide adequate buffering, open spaces and trail development.
- 4.8.3. Innovative residential designs are encouraged. The external design and finish of all residential buildings should be of high quality and reflect or complement existing development in the vicinity.
- 4.8.4. Home based businesses may be allowed as discretionary uses in residential districts provided they are secondary to the residential use and do not detract from the amenities of the surrounding residential neighbourhood. Specific standards and requirements shall be governed by the Land Use Bylaw.

## **Part Five: Transportation**

### **Section 9: Goals**

- 5.9.1. To identify short and long term transportation needs of both the Summer Village and the surrounding region and strive to ensure that these needs are adequately met in a manner that is compatible with existing and future development.
- 5.9.2. To foster alternative modes of travel.

### **Section 10: Policies**

- 5.10.1. All roads servicing new development shall be developed in accordance with the Summer Village`s approved servicing standards.
- 5.10.2. The Summer Village may restrict driveway access to developments along major transportation routes in accordance with the Land Use Bylaw.



## Part Six: Municipal Servicing and Improvements

### Section 11: Goals

- 6.11.1. The Summer Village will endeavour to keep a high standard of services that complement our lakeside community while being fiscally responsible.

### Section 12: Policies

- 6.12.1. Development in new areas shall be preceded by the provision of utilities and services, or satisfactory arrangements made for their provision.
- 6.12.2. The Summer Village may establish bylaws concerning off-site levies in accordance with the provisions of the *Municipal Government Act* to finance the provision of adequate municipal storm sewer utilities.
- 6.12.3. The Summer Village may require that developers install certain municipal improvements in excess of the requirement for their particular development; if such a requirement is needed the Summer Village will endeavour to collect monies from the owners of benefiting lands with respect to new construction which will utilize the municipal improvements.
- 6.12.4. The Summer Village supports, whenever possible, the protection of regionally and locally significant utilities from incompatible development.
- 6.12.5. The Summer Village supports the development, whenever possible, of partnerships with the County of Stettler and neighbouring villages for the provision of municipal services.
- 6.12.6. The Summer Village supports the provision of linear green spaces which may be developed as walkways to act as linkages between residential areas, schools, open spaces and community facilities.
- 6.12.7. Local playgrounds and tot-lots should be provided in residential developments as part of the municipal reserve dedication resulting from subdivision. Whenever possible tot-lots should be centrally located within each residential area and linked via walkways.

## **Part Seven: Environment**

### **Section 13: Goals**

- 7.13.1. To protect and preserve, whenever possible, existing natural areas.
- 7.13.2. To ensure that development does not unduly impact the natural environment.
- 7.13.3. To ensure that the natural environment does not jeopardize the health, safety, and quality of life of the citizens of White Sands.

### **Section 14: Policies**

- 7.14.1. The Summer Village supports the use of the Environmental Open Space District within the Land Use Bylaw. This district serves to protect environmentally sensitive and significant areas in their natural state, more or less. Development may be limited to such things as public trails, public signs, public parking facilities, and any development necessary to ensure public safety.
- 7.14.2. The Summer Village may require an environmental assessment/audit to be carried out on a site that is the subject of a development proposal.
- 7.14.3. The Summer Village shall work with developers to ensure that developments do not have a significant negative environmental impact on the Summer Village.
- 7.14.4. The Summer Village should utilize environmental reserve and environmental conservation easements as mechanisms to protect environmentally significant areas.
- 7.14.5. Through the subdivision process, the Summer Village shall require that lands considered unsuitable for development area dedicated as environmental reserve with the provisions of the MGA.
- 7.14.6. When lands adjacent to water bodies or water courses are subdivided, a strip of land shall be dedicated as environmental reserve to provide a buffer and provide public access. The width of the required dedication shall be established by the Subdivision Authority.
- 7.14.7. Lands dedicated as environmental open space shall remain in their natural state and/or be used as part of the public trail system where necessary to ensure a continuous integrated trail system.



## **Part Eight: Intermunicipal Cooperation**

### **Section 15: Goals**

- 8.15.1. To undertake cooperative planning with the County of Stettler.
- 8.15.2. To coordinate land use policies for the fringe areas which are mutually beneficial to both the Summer Village and the County.
- 8.15.3. To coordinate the provision of roads, facilities, and other services that serve residents of both municipalities.

### **Section 16: Policies**

- 8.16.1. The Summer Village shall continue to support Intermunicipal Development Plans to address issues of mutual concern and to ensure that development in either municipality complements the existing and future land uses of the other municipality.
- 8.16.2. The Summer Village should discourage, whenever possible, development or uses that may have a negative impact on adjacent uses.

## **Part Nine: Administrative Matters**

### **Section 17: Interpretation**

- 9.17.1. The MDP is, for the most part, general in nature and long range in its outlook. The MDP provides the means whereby Council and Summer Village staff can evaluate immediate situations or proposals in the context of a long range plan for White Sands.
- 9.17.2. Subject to Council's approval, minor variations from the policies of the MDP will not require an amendment to the MDP. More substantive changes will require an amendment to the MDP and any other affected plan.
- 9.17.3. The MDP contains "shall", "should", and "may" policies which are interpreted as follows:
  - 9.17.3.1. "Shall" policies must be complied with,
  - 9.17.3.2. "Should" policies mean compliance in principle, but is subject to the discretion of the applicable authority on a case by case basis, and
  - 9.17.3.3. "May" policies indicate that the applicable authority determines the level of compliance that is required.

## **Section 18: Implementation**

- 9.18.1. The goals and policies of the MDP will be further refined and implemented through the development, adoption, and day to day application of the Summer Village/County Inter-municipal Development Plan, statutory plans (area structure plans and area redevelopment plans), non-statutory plans (outline plans, design schemes, etc.) and the Land Use Bylaw.

## **Section 19: Amendment**

- 9.19.1. Amendment of the MDP must follow the appropriate procedures as outlined in the *Municipal Government Act*.
- 9.19.2. All statutory and non-statutory plans shall be consistent with the MDP and may require amendment to ensure their compliance with the MDP.

## **Section 20: Review**

- 9.20.1. In order to ensure that the MDP is current, the entire plan should be reviewed periodically.

## **Schedule 1: Summer Village of White Sands Servicing Standards**

Currently, the Summer Village of White Sands utilizes the Services Standards developed and utilized by the City of Red Deer. The Developer shall employ a Professional Engineer, who is a member in good standing of The Association of Professional Engineers, Geologists and Geophysicists of Alberta, to design and supervise all work carried out in the Development. The Engineer is deemed to be an agent of the Developer and is empowered to ensure all materials used and work performed complies with the Summer Village's designs and specifications or as otherwise approved by the Summer Village in writing. The responsibilities of Developer's Engineer include but are not limited to:

1. Certifying that all materials supplied and all work performed conforms to the Summer Village's Specification and Details, or as approved by the Summer Village in writing.
2. Laying out the work and/or ensuring that the work is laid out in accordance with the design.
3. Carrying out full time inspections during construction unless otherwise agreed to by the Summer Village in writing.
4. Preparing, submitting and certifying Construction Completion Certificates and Final Acceptance Certificates.
5. Certifying the correction of all defects and deficiencies noted.
6. Providing such other certification or documentation that may be required in accordance with the Development Agreement or Summer Village Specifications.
7. The preparation, review, certification and submission of plans, specification and schedules which the Developer is required to supply.

The standards outlined by the City of Red Deer are intended to be minimum standards. Higher standards shall be applied when warranted by good engineering and construction practices. The Summer Village may consider relaxation of these standards if supported by sound engineering analysis. The Developer shall be responsible for developing the subdivision in accordance with standards acceptable to the Summer Village and conforming to good engineering and construction practices. The Developer is responsible for the costs to construct all roadways and utilities, both on and off-site, that are in the opinion of the Summer Village required to service the development. All roadways and services must be extended to the boundaries of the development. The Developer shall notify the Summer Village in writing forty-eight (48) hours in advance of starting construction. Written notice shall also be provided forty-eight (48) hours in advance of street closures or utility shutdowns. The Summer Village shall also be notified when streets are reopened and utilities back in service. The Developer shall ensure that all services are designed to meet Alberta Environment requirements and is responsible to obtain any required permits prior to construction. When a conflict exists between these specifications and Alberta Environment requirements, the Developer shall advise the Summer Village to obtain a ruling on how to proceed.

**BYLAW 159-17**

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 - Revise "**Land Use Bylaw**" Definition to reflect Bylaw # 153-15.
2. That Schedule "B", Subsection 11 of Bylaw 153-15 shall be and is hereby amended as follows:
  - a. The addition of environmental policies as attached in appendix A
3. That Schedule C, Residential District R1, Subsection 13 - Revise "Removal of Vegetation" to reflect Section 11 and 13 of Schedule B,
4. That Schedule "C" of Bylaw 153-15 shall be and is hereby amended as follows:
  - (a) The addition of a DC-Direct Control District as attached in appendix B
5. That this Bylaw shall take force and effect upon the date of final passing thereof.

READ a first time this 28<sup>th</sup> day of April A.D. 2017.

NOTICE OF PUBLIC HEARING: Mailed to every land owner within the Summer Village of White Sands on April 28, 2017

Public Hearing held May 13<sup>th</sup>, 2017.

READ a second time this \_\_\_ day of \_\_\_\_\_, A.D. 2017.

READ a third time and finally passed this \_\_\_ day of \_\_\_\_\_, A.D. 2017.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
CAO

## Appendix "A"

### Amendment - Addition to Schedule B Subsection 11 of Bylaw 153-15

- (1) (f) Any development within a floodway or flood fringe may only be permitted in accordance with Alberta Environment and Sustainable Resource Development Legislation.
- (i) Non obstructive development may include, green space or parkland, golf courses, parking, open structures such as gazebos, and other non-obstructive development that in the opinion of the development authority does not change the elevation of the flood way and does not negatively impact the natural flow of water.
  - (ii) Development within the Flood Fringe that is subject to flood proofing measures and may require preventative engineering and construction methods recommended by a qualified professional as part of the development permit application process
- (5) Lot Grading, Storm Water Management and Drainage
- (i) The Development Officer may require, as a condition of a development permit, that a developer submit a storm water management plan or lot grading plan to the Village for approval.
  - (ii) The grading of a lot associated with an approved development shall conform to the storm water management plan or lot grading plan approved by the Village.
  - (iii) On-site drainage, including drainage from overland, a sump pump, roof or high water, shall not be permitted to flow onto an adjoining private property or onto Village property, except in accordance with an approved grading plan. The land owner shall direct on-site drainage, including drainage from a sump pump, roof or high water onto the yards of their property and eventually to an approved road, ditch or reserve parcel. .
  - (iv) All landscaping, topographic reconstruction, retaining walls, or site grading shall be confined to the property and shall not encroach onto any adjoining property including road rights-of-way, utility easements or rights-of-way, environmental or municipal reserves, or any other public or private lands excepting only where such encroachments, are expressly approved by the Village.
  - (v) If a person alters lot drainage on a site so that water drains onto adjacent parcels, that person shall be responsible for corrective drainage structures, including retaining walls, to divert water from neighbouring properties.

**SUMMER VILLAGE OF WHITE SANDS  
REQUEST FOR DECISION**

**Date:** April 21, 2017  
**To:** Mayor and Council  
**From:** Leann Graham, Development Officer

**RE: LAND USE BYLAW AMENDMENT**

**Background:**

The current Land Use Bylaw was adopted in 2015. Two years have passed and administration is proposing another review and amendment. This amendment has been prompted by a new proposed commercial property in the JCM Inventures Inc. 17 parcel subdivision that was approved in December of 2016. That commercial property land use district is being presented in the Land Use Bylaw as a Direct Control District to in accordance with the MGA section 641 to allow Council particular control of what type of development can be permitted.

There are additional amendments proposed as well, these are of a housekeeping nature and will address some gaps discovered in the application of our existing bylaw

On May 13, 2017, Administration and Council plan to hold a Public Open House and Public Hearing regarding the nee proposed Municipal Development Plan as well as the proposed Land Use Bylaw Amendments.

**Amendments:**

Attached are proposed changes to the Land Use Bylaw 153-15. Please note that administration has prepared a summary of each change identified.

1. Inclusion of the Direct Control District
2. Minor changes from working with the bylaw:
  - a. Addressing some gaps discovered in the application of our existing bylaw
  - b. Changes of a housekeeping nature including consistency throughout

**Recommendation:**

Administration respectfully recommends that Summer Village of White Sands Council Give 1<sup>st</sup> Reading to Bylaw 159-17 to amend Land Use Bylaw 153-15.

## **Proposed Amendments to Land Use Bylaw 153-15:**

### ***Part One: General***

#### ***1.3 Definitions***

Revise “**Land Use Bylaw**” to reflect Bylaw # 153-15, this is a housekeeping change that was noted during review of the Land Use Bylaw.

### ***Schedule B: Supplementary Regulations***

#### ***11. Landscape, Environmental Conservation and Development***

Addition of environmental clauses for the development/fill of lands that could impact a flood way and adjoining or adjacent properties.

(1) Notwithstanding any other provision...

- (f) Any development within a floodway or flood fringe may only be permitted in accordance with Alberta Environment and Sustainable Resource Development Legislation.
  - (i) Non obstructive development may include, green space or parkland, golf courses, parking, open structures such as gazebos, and other non-obstructive development that in the opinion of the development authority does not change the elevation of the flood way and does not negatively impact the natural flow of water.
  - (ii) Development within the Flood Fringe that is subject to flood proofing measures and may require preventative engineering and construction methods recommended by a qualified professional as part of the development permit application process

(5) Lot Grading, Storm Water Management and Drainage

- (i) The Development Officer may require, as a condition of a development permit, that a developer submit a storm water management plan or lot grading plan to the Village for approval.
- (ii) The grading of a lot associated with an approved development shall conform to the storm water management plan or lot grading plan approved by the Village.
- (iii) On-site drainage, including drainage from overland, a sump pump, roof or high water, shall not be permitted to flow onto an adjoining private property or onto Village property, except in accordance with an approved grading plan. The land owner shall direct on-site drainage, including drainage from a sump pump, roof or high water onto the yards of their property and eventually to an approved road, ditch or reserve parcel. .
- (iv) All landscaping, topographic reconstruction, retaining walls, or site grading shall be confined to the property and shall not encroach onto any adjoining property including road rights-of-way, utility easements or rights-of-way, environmental or municipal reserves, or any other public

or private lands excepting only where such encroachments, are expressly approved by the Village.

- (v) If a person alters lot drainage on a site so that water drains onto adjacent parcels, that person shall be responsible for corrective drainage structures, including retaining walls, to divert water from neighbouring properties.

***Schedule C: Land Use District Regulations***  
***Residential District R1***

(13) Removal of Vegetation

Revise “Removal of Vegetation” to reflect Section 11 and 13 of Schedule B, this is a housekeeping change that was noted during review of the Land Use Bylaw.

***Addition to Schedule C:***

**DC - Direct Control District**

**Purpose:**

To provide for a commercial use that is compatible with the general nature of the neighbourhood.

(1) Permitted Uses:

Such uses as deemed by Council to be compatible with the general nature of the neighbourhood.

(2) Site Regulations:

In addition to the Regulations contained in Schedule B, the following regulations shall apply to every development in this district.

Site Coverage	At Council’s discretion.
Floor Area	At Council’s discretion.
Minimum Parcel Area	At Council’s discretion.
Maximum Building Height	At Council’s discretion.
Front Yard Setback	At Council’s discretion.
Side Yard Setback	At Council’s discretion.
Rear Yard Setback	At Council’s discretion.
Parking	At Council’s discretion.
Accessory Buildings	At Council’s discretion.



## Appendix "B"

### Amendment - Addition to Schedule C of Bylaw 153-15

#### DC - Direct Control District

**Purpose:**

To provide for a commercial use that is compatible with the general nature of the neighbourhood.

(1) Permitted Uses:

Such uses as deemed by Council to be compatible with the general nature of the neighbourhood.

(2) Site Regulations:

In addition to the Regulations contained in Schedule B, the following regulations shall apply to every development in this district.

Site Coverage	At Council's discretion.
Floor Area	At Council's discretion.
Minimum Parcel Area	At Council's discretion.
Maximum Building Height	At Council's discretion.
Front Yard Setback	At Council's discretion.
Side Yard Setback	At Council's discretion.
Rear Yard Setback	At Council's discretion.
Parking	At Council's discretion.
Accessory Buildings	At Council's discretion.