

SUMMER VILLAGE OF WHITE SANDS COUNCIL MEETING AGENDA
May 28th, 2018
9:00 AM
Town of Stettler Office Board Room

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 30th, 2018 2-6
4. Delegations
 - a. Michael Nizio re: Protective Services
5. Financial
 - a. Bank Reconciliation as of April 30th, 2018 7
 - b. Statement of Revenue & Expenses as of April 30th, 2018 8
 - c. Accounts Payable as of April 24th, 2018 and May 10th, 2018 9-11
6. Administration/Current Concerns
 - a. Memo Re: BLSSIDP recommendation 12-18
 - b. 2018 Budget Planning verbal
 - c. Council/Staff Reports verbal
7. Correspondence
 - a. none
8. Bylaws
 - a. none
9. Additions
10. In-Camera Session
11. Next Meeting Date: At call of the Chair
12. Adjournment

**MINUTES OF THE COUNCIL MEETING
OF THE SUMMER VILLAGE OF WHITE SANDS COUNCIL
HELD ON APRIL 30, 2018
TOWN OF STETTLER MEETING ROOM**

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 18:04:01 Moved by Councillor Sanchuck to approve the agenda with the following additions:
9 (a) Traffic Counter
9 (b) Maintenance Contractor Wages

MOTION CARRIED
Unanimous

3. **Adoption of Minutes**

(a) Minutes of the Special Summer Village of White Sands Council Meeting held on March 22, 2018

Motion 18:04:02 Moved by Councillor Cornelssen that the Minutes of the Special Council Meeting held on March 22, 2018 be approved as presented.

MOTION CARRIED
Unanimous

4. **Delegations** (a) Sgt. Phil Penny, RCMP

This item was dealt with later in the meeting.

5. **Financial** (a) Bank Reconciliation as of March 31, 2018

Motion 18:04:03 Moved by Councillor Sanchuck that the Summer Village of White Sands Council approve that Financial Item 5(a) be accepted for information.

MOTION CARRIED
Unanimous

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

Motion 18:04:04 Moved by Councillor Cornelssen that the Summer Village of White Sands Council approve that Financial Item 5(b) be accepted for information.

MOTION CARRIED
Unanimous

(c) Accounts Payable as of March 22nd, 2018 & April 11th, 2018

Motion 18:04:05 Moved by Councillor Sanchuck that Accounts Payable in the amount of \$37,187.35 + \$10,467.66 for the period ending April 11, 2018 for a total amount of \$47,655.01 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

Mayor Thurston with the mutual consent of Council varied the order of the agenda to consider 4. Delegations (a) Sgt. Phil Penny, RCMP.

4. **Delegations** (a) Sgt. Phil Penny, RCMP

Mayor Thurston welcomed Stettler RCMP Sgt. Phil Penny to the meeting.

Sgt. P. Penny explained that the Annual Performance Plan (APP) is an online platform that is used by RCMP Detachments to outline the direction that will be taken within a fiscal year, provide initiatives and quality assurance processes to meet a variety of goals and track the progression of those processes quarterly.

2018/2019 Initiatives

1. Intelligence lead policing – the use of confidential informants and judicial authorizations to deal with any variety of crime.
2. Crime Reduction Units/Habitual Offender Management – Utilizing the HOM program to identify those offenders who are:
 - a. Prolific in nature – committing numerous ‘petty’ crimes
 - b. Are driven by substance abuse issues
 - c. Willing to participate in the program
3. Police Visibility/Community Relations – it was determined through speaking with the various community councils that visibility was a constant issue. We have taken steps to address the issue to suit the individual community's needs.

Mayor Thurston thanked Sgt. P. Penny for his informative discussion.

Sgt. P. Penny departed the meeting at 10:00 a.m.

Mayor Thurston with the mutual consent of Council varied the order of the agenda to consider 6. (c) Memo Re: Proposed Development in Direct Control District.

6. **Administration/Current Concerns**

(c) Memo Re: Proposed Development in Direct Control District

In May 2017 Council passed a Land Use Bylaw Amendment to include a Direct Control District within the Summer Village. The 2 parcels of land that will receive this land use are located in the Maynard Subdivision that is under way and are located on the corner of Jennifer Drive and Horseshoe Lane.

The proposed development consists of multiple phases, including a liquor store, a general store with a living area and residential garage all connected by way of a board walk, and a storage Quonset (see attached sketch). The landowner requests council's permission to extend the landscaping and tree plantings into the MR along the North West Boundaries. The proposed first phase is the liquor store followed by the general store and living area. The landowner requests council's consideration regarding the 5% security deposit. The Land Use Bylaw currently states that the 5% deposit is on new dwellings.

Motion 18:04:06

Moved by Councillor Sanchuck that the Summer Village of White Sands Council allow the landowner to proceed with planning his development, that Council provides a conditional approval to his concept with the following conditions:

1. A Landscaping plan for the property and MR land must be submitted for approval.
2. The grading of the lots and any grading to the MR must comply with the storm water management plan.
3. The buildings must remain on the separate lot as proposed and will not be approved to straddle the center property line.
4. The owner will submit elevation drawings of each building approval prior to issuance of a building permit.
5. The owner will not be required to provide the 5% deposit on each building as the Land Use Bylaw currently states for new dwellings only and this development is commercial in nature.
6. The owner must comply with the Alberta Building Code for all setbacks and building separations.
7. The owner must comply with all other applicable regulations set out in the Land Use Bylaw.
8. The sideyard setbacks must be maintained to a minimum side yard of 3 meters in accordance with the R1 District.

Mayor Thurston with the mutual consent of Council varied the order of the agenda to consider 7. Correspondence (a) and (b).

7. **Correspondence**

- (a) Letter from Kathie Hankins regarding the County Public Hearing.

Accepted for information.

- (b) Letter from Chris & Amy Greyell regarding their property.

Accepted for information.

Mayor Thurston with the mutual consent of Council varied the order of the agenda to consider 10. In-Camera Session – Legal.

10. **In-Camera Session** (a) Legal

Motion 18:04:07

Moved by Councillor Sanchuck that the Summer Village of White Sands Council proceed to an In-Camera Session with the CAO discuss the In-Camera items.

MOTION CARRIED
Unanimous at 10:44 a.m.

Motion 18:04:08

Moved by Councillor Cornelssen that the Summer Village of White Sands Council return to the Regular Council Meeting.

MOTION CARRIED
Unanimous at 11:09 a.m.

Development Officer Graham left the meeting at 11:09 a.m.

Mayor Thurston with the mutual consent of Council returned to the order of the agenda.

6. **Administration/Current Concerns**

(a) 2017 Financial Statements

CAO G. Scott presented and reviewed the financial results and information included in the Summer Village's 2017 Consolidated Financial Statements and 2017 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 17:04:09

Moved by Councillor Sanchuck that the Summer Village of White Sands Council accept the 2017 Consolidated Financial Statements and 2017 Municipal Financial Information Return for the Year Ended December 31, 2017 as presented, including correspondence from the Auditor as follows:

1. A Statement outlining the terms of the Auditor's Engagement dated April 30, 2018.
2. A statement communicating the independence of the Auditor dated April 30, 2018.
3. A Management Letter outlining any deficiencies in the accounting system dated April 30, 2018.
4. A Statement of audit aspects believed to be of interest to Council dated April 30, 2018.
5. The Auditors' Report on the 2017 Consolidated Financial Statements dated April 30, 2018.
6. The Auditors' Report on the 2017 Municipal Financial Information Return dated April 30, 2018.

(b) Memo Re: Outstanding 2017 RV Permits

Accepted for information.

(c) Memo Re: Proposed Development in Direct Control District

Dealt with earlier in the meeting.

(d) Council/Staff Reports

Mayor and Councillors outlined highlights of meetings they attended.

Mayor Thurston

- Development Officer contact hours are Tuesday and Thursday 9:00 a.m. to 4:30 p.m.
- Permit posting will be completed by Lisa Tait again this year.
- Land Use Bylaw review as it relates to leased land.
- Boat Launch – clarification requested through Bemoco
- STEP Grant has been approved
- Construction list
 - Carriage Road blocks
 - Parking/Drainage at Hall
 - Pathway bricks by shed
 - Pathway graveling
 - Landscaping Truck Fill
 - Ranch Road culvert
- Fishing shack on beach

- No Wake Buoys decals
- SVRS Security Patrol Contractor – CAO Scott to contact to obtain further information
- Pheasant Terrace manhole – Urban Dirtworks to check circulation concern
- Truck Fill Station -ownership discussion–SMRWSC/County/SVWS
 - use Hired Contractor for maintenance
 - County will provide administration

7. **Correspondence** Dealt with earlier in the meeting.

8. **Bylaws** (a) None

9. **Additions** (a) Traffic Counter
Mayor Thurston advised that a traffic counter from Alberta Traffic Supply would cost approximately \$1,142.00. This equipment would be very helpful in planning road projects.

Motion 18:04:10 Moved by Councillor Sanchuck that the Summer Village of White Sands purchase a Traffic Counter.

MOTION CARRIED
Unanimous

(b) Maintenance Contractor Wages
CAO Scott advised that a duties list and contract for the Maintenance Contractor is being prepared.

Motion 18:04:11 Moved by Councillor Sanchuck that the Summer Village of White Sands apply a 1.5% increase to the Maintenance Contractor wages retroactive to January 1, 2018.

MOTION CARRIED
Unanimous

10. **In-Camera Session** Dealt with earlier in the meeting

11. **Next Meeting Date** At call of the Chair

12. **Adjournment**

Motion 18:04:12 Moved by Councillor Cornelssen that this Regular Meeting of the Summer Village of White Sands Council be adjourned.

MOTION CARRIED
Unanimous at 12:42 pm

MAYOR

CHIEF ADMINISTRATIVE OFFICER

**SUMMER VILLAGE OF WHITE SANDS
BANK RECONCILIATION
As of April 30, 2018**

Net Balance at End of Previous Month	\$ 1,051,074.36
ADD: General Receipts	22,563.96
Interest Earned	1,755.37
Investments Matured	<u>0.00</u>
SUBTOTAL	1,075,393.69
LESS: General Disbursements	29,899.53
Investments	0.00
Returned Cheques	0.00
Bank Charges	<u>9.08</u>
SUBTOTAL	<u>29,908.61</u>
NET BALANCE AT END OF CURRENT MONTH	<u>\$ 1,045,485.08</u>

Balance at End of Month - Bank	1,056,667.57
ADD: Outstanding Deposits	7,541.42
LESS: Outstanding Cheques	<u>18,723.91</u>
NET BALANCE AT END OF CURRENT MONTH	<u>\$ 1,045,485.08</u>

INVESTMENTS:	0.00
	<u>0.00</u>
SUBTOTAL	<u>0.00</u>
TOTAL CASH ON HAND AND ON DEPOSIT	\$ 1,045,485.08

THIS STATEMENT SUBMITTED TO SUMMER VILLAGE OF WHITE SANDS THIS
1st DAY OF MAY 2018

MAYOR

CHIEF ADMINISTRATIVE OFFICER

GENERAL RECEIPTS SUMMARY		
Tax	AR	12,244
RV Permits		300
PI&Dev Permits		2,174
Security Deposit		6,831
GST Refund		0
Other		<u>1,015</u>
Total		22,564

**SUMMER VILLAGE OF WHITE SANDS
STATEMENT OF REVENUE AND EXPENDITURES
AS OF APRIL 30, 2018**

	YTD Actual	Variance	Annual Budget
Revenue			
General Administration	-	9,866.00	9,866.00
Protective Services	-	950.00	950.00
Roads, Streets, Transportation	-	12,033.00	12,033.00
Planning & Development	2,267.81	13,932.19	16,200.00
Recreation & Parks	-	-	-
Taxes/Penalties	2,280.37	580,950.63	583,231.00
Other Revenue	4,960.56	(960.56)	4,000.00
	<u>4,960.56</u>	<u>(960.56)</u>	<u>4,000.00</u>
Total Revenue	\$ 9,508.74	\$ 616,771.26	\$ 626,280.00
Expenses			
Council & Legislative	600.00	13,400.00	14,000.00
General Administration	12,133.57	55,166.43	67,300.00
Fire Fighting & Preventive	-	40,000.00	40,000.00
Disaster Services	-	500.00	500.00
Ambulance	-	-	-
Bylaw Enforcement	-	3,000.00	3,000.00
Roads, Streets, Transportation	20,364.51	49,518.49	69,883.00
Water Department	1,449.97	7,997.03	9,447.00
Garbage Collection & Disposal	4,859.60	12,524.40	17,384.00
Planning & Development	8,050.00	16,450.00	24,500.00
Parks & Recreation	5,163.31	39,736.69	44,900.00
Culture	1,521.34	6,928.66	8,450.00
Requisitions	90,290.27	224,099.73	314,390.00
Contingency	-	12,000.00	12,000.00
	<u>-</u>	<u>12,000.00</u>	<u>12,000.00</u>
Total Expenses	\$ 144,432.57	\$ 481,321.43	\$ 625,754.00
Surplus/Deficit	\$ (134,923.83)	\$ 135,449.83	\$ 526.00

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	5495
Cheque Date	First	Last		5500

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Access Gas Services	5495	2018-04-26	\$215.52
=====			
Invoice Description		Invoice Number	Invoice Amount

Trans/Multi - Mar 18 Gas		201803-3683	\$215.52
=====			
Berger, Allen	5496	2018-04-26	\$4,489.96
=====			
Invoice Description		Invoice Number	Invoice Amount

April 18 Maintenance contract		686169	\$4,239.96
Mar 18 phone/fuel		2018.04.07	\$250.00
=====			
Enmax	5497	2018-04-26	\$441.33
=====			
Invoice Description		Invoice Number	Invoice Amount

Trans/Multi - Mar 18 Power		18-2764859	\$441.33
=====			
Gra-Core Consulting & Investme	5498	2018-04-26	\$8,452.50
=====			
Invoice Description		Invoice Number	Invoice Amount

Pl&Dev - Jan18 Contracted Serv		2018-001	\$1,711.50
Pl&Dev - Jan18 Paradise Shores		2018-002	\$672.00
Pl&Dev - Feb18 Contracted Serv		2018-003	\$1,123.50
Pl&Dev - Feb18 Paradise Shores		2018-004	\$2,058.00
Pl&Dev - Mar18 Contracted Serv		2018-005	\$955.50
Pl&Dev - Mar18 Paradise Shores		2018-006	\$1,932.00
=====			
Shirley McClellan Regional Wat	5499	2018-04-26	\$2,173.05
=====			
Invoice Description		Invoice Number	Invoice Amount

June 2018 Debenture		SMRWSC-000704	\$2,173.05
=====			
Shores Jardine	5500	2018-04-26	\$3,659.51
=====			
Invoice Description		Invoice Number	Invoice Amount

Admin - Paradise Shores Legal		32960	\$3,659.51
=====			

	Total Cheques		\$19,431.87
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	5501
Cheque Date	First	Last		5509

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Alberta Animal Services	5501	2018-05-10	\$108.15

Invoice Description		Invoice Number	Invoice Amount

Bylaw - April special patrols		11706	\$108.15

Five Star Ventures Ltd.	5502	2018-05-10	\$84.00

Invoice Description		Invoice Number	Invoice Amount

Landfill - bin dump 2018.04.24		7075	\$31.50
Landfill - April bin rental		7287	\$52.50

IJD Inspections Ltd.	5503	2018-05-10	\$524.45

Invoice Description		Invoice Number	Invoice Amount

Pl&Dev - March permits		WS2018-03	\$524.45

Mirror Fresh Water	5504	2018-05-10	\$150.00

Invoice Description		Invoice Number	Invoice Amount

Trans/Multi - potable water		820396	\$150.00

Sanchuck, Bill	5505	2018-05-10	\$66.97

Invoice Description		Invoice Number	Invoice Amount

Office - Toner/paper/photos		2018.04.30	\$66.97

Shores Jardine	5506	2018-05-10	\$1,303.98

Invoice Description		Invoice Number	Invoice Amount

Admin - April legal services		33198	\$1,303.98

Spade Septic Solutions	5507	2018-05-10	\$131.25

Invoice Description		Invoice Number	Invoice Amount

Trans/Multi - Septic pumpout		1789	\$131.25

Stettler Home Hardware	5508	2018-05-10	\$662.76

Invoice Description		Invoice Number	Invoice Amount

Trans - paint		112119	\$49.08
Trans - chain		112147	\$579.60
Trans - paper towel and holder		112163	\$15.73
Trans - cleaner and bleach		112214	\$18.35

The Government of Alberta	5509	2018-05-10	\$45.00

Invoice Description		Invoice Number	Invoice Amount

Admin - land titles		F09512A	\$20.00
Admin - land titles		7471904	\$25.00

System: 2018-05-10 1:51:47 PM
User Date: 2018-05-10

Summer Village of White Sands
CHEQUE DISTRIBUTION REPORT
Payables Management

Page: 2
User ID: Penni

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
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	Total Cheques		----- \$3,076.56 =====
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MEMORANDUM

To: Council

From: Graham Scott, CAO

Date: May 28, 2018

Re: Buffalo Lake South Shore IDP Committee re. Paradise Shores Campground

Issue

To consider an agreement reached on May 3rd between the Buffalo Lake South Shore IDP Committee and the developer of the proposed Paradise Shores Campground regarding the intermunicipal disagreement on Bylaws 1588-18 and 1589-18.

Recommendation

That the Council of the Summer Village of White Sands accepts the agreement reached between the Buffalo Lake South Shore IDP Committee and the developer of the proposed Paradise Shores Campground regarding the intermunicipal disagreement on Bylaws 1588-18 and 1589-18 as follows:

“That the Buffalo Lake South Shore Intermunicipal Development Plan Committee agrees to accept the developer’s offer to reduce the number of RVs in the proposed campground from 1,000 to 750 on the following basis:

- 1) The County will amend the area structure plan to reflect the maximum number of RV stalls at 750 prior to considering second reading of the bylaws; and
- 2) The County will move the bylaws to second reading and negotiate the conditions of and issue a development permit for Phase 1 (approximately 370 RV stalls); and
- 3) The County will consult with the Summer Villages in the drafting of development permit conditions; and
- 4) The developer shall not apply for a new development permit on this or another property within the IDP Growth Node until the Committee has completed a review of the IDP; and
- 5) The two Summer Villages shall withdraw their letters of disagreement on Bylaw 1588-18 and Bylaw 1589-18, thereby foregoing the right to file s. 690 appeals against these bylaws when the County gives third reading to the bylaws; and
- 6) The Buffalo Lake South Shore IDP defines an RV as a dwelling unit relative to the overall development capacity for the Growth Node and, as a result, the County’s dwelling unit capacity of 2,159 dwelling units would be reduced by the number of RVs in the proposed campground.
- 7) The reduction by the developer of the number of RVs in the proposed campground does not imply that the proposed campground is a subdivision or that it is part of the “Small Lot Area”

- overlay district in the Buffalo Lake South Shore IDP or that the IDP contains a policy with a density restriction for a campground in the Growth Node area; and
- 8) When the IDP is reviewed the boundaries and area of the “Small Lot Area” will be recalculated by removing the proposed campground properties from the “Small Lot Area” and the Committee would then decide on the appropriate scenario under Appendix E of the IDP to determine a revised number of small lots that could be subdivided in the “Small Lot Area”; and
 - 9) This agreement is subject to acceptance by the Councils for the three municipalities.”

Background Information

Financial Implications

No direct implications.

Alternatives to the Recommendation

If the Council of the Summer Village of White Sands does not accept the agreement reached between the Buffalo Lake South Shore IDP Committee and the developer of the proposed Paradise Shores Campground regarding the intermunicipal disagreement on Bylaws 1588-18 and 1589-18 we anticipate the following:

- We would not withdraw our letters of disagreement, and thus would move to stage 4 of the IDP dispute resolution process (progressing towards a Municipal Government Board hearing).
- The developer would be under no obligation to reduce the overall density of the campground by 25%.
- The developer may apply for additional campgrounds.
- Further legal costs.
- We would be pursuing the dispute without Rochon Sands also objecting.
- We will likely not be consulted on development conditions for further phases.

Documentation

- Draft minutes of the Buffalo Lake IDP Committee Meeting held on May 3rd, 2018
- Rochon Sands dispute resolution withdrawal letter

MINUTES OF THE BUFFALO LAKE SOUTH SHORE INTER-MUNICIPAL DEVELOPMENT PLAN COMMITTEE MEETING HELD ON THURSDAY, MAY 3, 2018, AT 5:00 P.M. AT THE COUNTY OF STETTLER NO. 6 ADMINISTRATION BUILDING, STETTLER, ALBERTA

PRESENT: Blaine Brinson, Councillor, Summer Village of Rochon Sands
Dan Hiller, Mayor, Summer Village of Rochon Sands
Roger Nichols, Councillor, Summer Village of Rochon Sands
Jason Olson, CAO, Summer Village of Rochon Sands (joined at 7 pm)
Bill Sanchuck, Councillor, Summer Village of White Sands
Lorne Thurston, Mayor, Summer Village of White Sands
Carl Cornelssen, Councillor, Summer Village of White Sands
Graham Scott, CAO, Summer Village of White Sands
Leann Graham, Planner, Summer Village of White Sands
Cheri Neitz, Councillor, County of Stettler No. 6
Larry Clarke, Reeve, County of Stettler No. 6
Les Stulberg, Councillor, County of Stettler No. 6
Ernie Gendre, Councillor, County of Stettler No. 6
Dave Grover, Councillor, County of Stettler No. 6
James Nibourg, Councillor, County of Stettler No. 6
Wayne Nixon, Councillor, County of Stettler No. 6
Yvette Cassidy, CAO, County of Stettler No. 6
Johan van der Bank, Planner, County of Stettler No. 6
Dave Hamm, developer
Mark Burke, developer
Rick Halpern, develop
Robert Schuett, counsel for developer

CALL TO ORDER AND INTRODUCTIONS

Vice-Chairperson, Dan Hiller, called the meeting to order at 5:00 p.m.
Round table introductions.

APPROVAL OF AGENDA

The meeting for May 3 was called specifically to discuss the matter of the inter-municipal disputes initiated by the two Summer Villages against County of Stettler No. 6 Bylaw 1588-18 and Bylaw 1589-18 (Paradise Shores Area Structure Plan and rezoning application) as Stage 3 of the disagreement resolution process. The developer requested the meeting in order to respond to the April 16 request from the Committee to reduce the number of RVs in the campground.

It was noted that although the full Councils of all three municipalities are present, only the Committee representative from each municipality may make a motion and may vote on a motion – i.e. Dan Hiller, Lorne Thurston and Cheri Neitz.

03.05.03.18

Moved by Cheri Neitz

“That the May 3, 2018 Buffalo Lake South Shore Inter-Municipal Development Plan Planning Committee meeting agenda be approved as presented.”

Carried

MINUTES APPROVAL

Johan van der Bank requested clarification of the April 16 minutes regarding the selection by the Summer Villages of the number “648” for the request to reduce the campground density. It was agreed that this was not discussed at the previous meeting and that instead of adding it to the minutes, this point should be discussed as part of this meeting (i.e. May 3).

04.05.03.18

Moved by Lorne Thurston

“That the April 16, 2018 Buffalo Lake South Shore Inter-Municipal Development Plan Planning Committee meeting minutes be approved as presented.”

Carried

Johan van der Bank updated the Committee on the following items:

- 1) The developer filed an application to Alberta Environment and Parks to register the proposed campground project under the Environmental Protection and Enhancement Act – the department replied in writing that the proposed campground is exempted from the requirements of an environmental impact assessment.

Notwithstanding the above, the developer continues to undertake, update and complete environmental assessments as follows:

Completed

Wetlands Phase 1 Desktop Study
Raptor Nest survey
Wetlands Desktop Study phase 2
Historical Resources
Transport Canada dock assessment
Wetlands water sampling and analysis

To be completed field component

Wetlands assessment, phases 2 and 3
Shoreline Habitat Survey / mapping of Buffalo Lake
Sharptail Grouse survey
Sensitive Raptor Survey
Piping Plover Survey
Grassland bird species survey
Amphibian Survey

To be completed, reporting

Wetland Assessment Impact report (Draft and Final of WAIR)
Species survey report
Shoreline habitat report
FWMIS report submission

Regulatory Review and approvals to be completed

Water Act and Public Lands Act approval submissions (wetlands)
DFO request for review

- 2) The developer has completed an Archaeological Research Permit pursuant to the Historical Resources Act.
- 3) Because of the fact that the wastewater system in the proposed campground will consist of individual, closed systems or pods each servicing a block of RV stalls and each having a daily volume of less than 25cu.m and being seasonally operated with shallow services, Alberta Environment and Parks indicated verbally that it may decide that the approval of the wastewater system is not within its jurisdiction and that it is only in the jurisdiction of the Alberta Safety Codes Authority. Upon learning that the proposed campground will be serviced with municipal water from a SMRWSC waterline, AEP indicated that the water system is not within its jurisdiction. The developer continues to work with AEP regarding approval of a storm water management system.

**STAGE 3 DISAGREEMENT RESOLUTION PROCESS - COUNTY OF STETTLER
NO. 6 BYLAW 1588-18 AND BYLAW 1589-18 (PARADISE SHORES AREA
STRUCTURE PLAN AND REZONING APPLICATION):**

05.05.03.18

Moved by Lorne Thurston

“That the Buffalo Lake South Shore Inter-Municipal Development Plan Planning Committee meeting enter into an in-camera session to discuss matters dealing with the intermunicipal disagreement resolution process regarding Bylaws 1588-18 and 1589-18.”

Carried

06.05.03.18

Moved by Cheri Nietz

“That the Buffalo Lake South Shore Inter-Municipal Development Plan Planning Committee meeting exit out of in-camera.”

Carried

The meeting reconvened.

07.05.36.18

Moved by Lorne Thurston

“That the Buffalo Lake South Shore Intermunicipal Development Plan Committee agrees to accept the developer’s offer to reduce the number of RVs in the proposed campground from 1,000 to 750 on the following basis:

- 1) The County will amend the area structure plan to reflect the maximum number of RV stalls at 750 prior to considering second reading of the bylaws; and
- 2) The County will move the bylaws to second reading and negotiate the conditions of and issue a development permit for Phase 1 (approximately 370 RV stalls); and
- 3) The County will consult with the Summer Villages in the drafting of development permit conditions; and
- 4) The developer shall not apply for a new development permit on this or another property within the IDP Growth Node until the Committee has completed a review of the IDP; and
- 5) The two Summer Villages shall withdraw their letters of disagreement on Bylaw 1588-18 and Bylaw 1589-18, thereby foregoing the right to file s. 690 appeals against these bylaws when the County gives third reading to the bylaws; and
- 6) The Buffalo Lake South Shore IDP defines an RV as a dwelling unit relative to the overall development capacity for the Growth Node and, as a result, the County’s dwelling unit capacity of 2,159 dwelling units would be reduced by the number of RVs in the proposed campground.
- 7) The reduction by the developer of the number of RVs in the proposed campground does not imply that the proposed campground is a subdivision or that it is part of the “Small Lot Area” overlay district in the Buffalo Lake South Shore IDP or that the IDP contains a policy with a density restriction for a campground in the Growth Node area; and
- 8) When the IDP is reviewed the boundaries and area of the “Small Lot Area” will be recalculated by removing the proposed campground properties from the “Small Lot Area” and the Committee would then decide on the appropriate scenario under Appendix E of the IDP to determine a revised number of small lots that could be subdivided in the “Small Lot Area”; and
- 9) This agreement is subject to acceptance by the Councils for the three municipalities.”

Carried

NEXT MEETING

The next Buffalo Lake South Shore IDP planning committee was not scheduled.

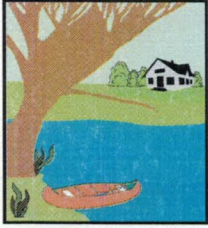
ADJOURNMENT

The meeting adjourned at 8:05 p.m.

Chairperson

Secretary

Summer Village of Rochon Sands



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Ms. Yvette Cassidy
Chief Administrative Officer
Stettler County

May 8, 2018

RE: Dispute Resolution Process Paradise Shores RV Park Development under Section 6.10 of the Buffalo Lake South Shore Intermunicipal Development Plan (BLSSIDP) (2013)

Yvette and Stetter County Council:

Council of Summer Village of Rochon Sands has accepted the recommendations resolved at the Buffalo Lake South Shore Intermunicipal Development Committee of May 3, 2018 meeting at Stettler County Offices.

Council of Summer Village of Rochon Sands understands this terminates the dispute resolution process outlined in Section 6.10 of the BLSSIDP and welcomes the invitation to input conditions of a development permit from Stettler County regarding the Paradise Shores RV Park. This also forgoes the right of appeal by the Summer Village of Rochon Sands regarding this development under Section 690 of the Alberta Municipal Government Act Chapter M-26. RSA 2000, as amended time to time.

The Council of Rochon Sands welcomes further discussion regarding this matter and appreciates the cooperation between Stettler County and the Summer Village of Rochon Sands.

A handwritten signature in black ink, appearing to read 'Jason Olson', written over a faint circular stamp.

Jason Olson
Chief Administrative Officer
Summer Village of Rochon Sands
Cc: Council of Summer Village of Rochon Sands