

**SUMMER VILLAGE OF YELLOWSTONE  
REGULAR COUNCIL MEETING  
Friday, July 17<sup>th</sup>, 2020 commencing at 9:00 a.m.  
Via teleconference  
Meetings may not be recorded (as per Council procedural bylaw)  
AGENDA**

1. CALL TO ORDER

2. AGENDA ADDITIONS & ADOPTION

p1-4 3. CONFIRMATION OF MINUTES: a. June 19<sup>th</sup>, 2020 Council Meeting

4. APPOINTMENTS/DELEGATIONS

a. 9:05 a.m. – Darren Jones to discuss various matters within the Summer Village

5. FINANCIAL - income and expense statement – as of June 30<sup>th</sup>, 2020

6. ACTION ITEMS

ps-11 a. Future Water Supply for Fire Suppression – further to direction at our last Council meeting, I forwarded a request to Lac Ste. Anne County to consider cost sharing Stantec's quote for engineering services to evaluate options. The County has declined that opportunity to cost share on the engineering, but are willing to discuss the idea of fire suppression opportunities (see attached June 30<sup>th</sup> email from County CAO Mike Primeau). I recommend that we proceed with a meeting with the County at some point, and we may wish to include Ross Haven in those discussions (*direction as given by Council at meeting time*)

b. Temporary Field Authorizations – further to discussion at the last meeting please see attached comments from the Summer Village's insurer regarding questions they have before they can comment on the Summer Village's insurance coverage:

p12-13 -do we need to carry watercraft liability (we don't currently have it with AUMA)  
-what limit of "All Risk" property insurance is required. Is this to just ensure that the SV owned property adjacent to the temporary mooring is adequately insured? Or do they require proof of property insurance on all assets owned by the Summer Village?

Other than what is mentioned above, our current insurance program should be able to satisfy the requirements.

(*direction as given by Council at meeting time*)

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- p 14
- c. Alberta Urban Municipalities Association Summer 2020 Municipal Leaders' Caucus – please refer to the July 9<sup>th</sup>, 2020 email invite to the noted sessions. The closest is the Stony Plain August 11 event which also has the option to participate virtually (*authorize attendance*)
- p 15-27
- d. Municipal Development Plan – the Summer Village is now required to have the noted document in place, and this is part of our Bylaw and Policy review project. Attached is the draft Municipal Development Plan. I am suggesting we look to a September public hearing

Comments on this item from consultant Dwight Moskalyk are as follows:

**BACKGROUND/PROPOSAL:**

The Summer Village of Yellowstone is a participant in a joint Bylaw and Policy Review Project with several other regional summer villages. As part of that project, each municipality has undertaken the review of (or implementation of) a municipal development plan. Changes to the Municipal Government Act post 2017 made it a requirement for all municipalities to adopt an MDP, by bylaw and subject to public notice and public hearing sections. Previous versions of the MGA established that an MDP was optional for municipalities under a certain population count.

An MDP has been drafted and was reviewed in 2018/2019 – including open houses and surveys inviting public input. The “final draft” version has been supplied by the project consultant and is presented for Council’s consideration. If Council wishes to proceed with the MDP, the adoption process will involve:

- a) Give First Reading
- b) Set a Public Hearing Date
- c) Provide Notice to the Public
- d) Give Second and Third Reading (as presented, or with amendments)

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

The MDP is one of the core planning documents of a municipality. The MDP is one order of magnitude broader than the Land Use Bylaw; for example, whereas the Land Use Bylaw establishes permitted, discretionary and prohibited uses within various property districts – it is the MDP that broadly defines the boundaries of each of those districts, and their interface with adjacent districts. The goal is to promote a blend of uses in and between communities – while also promoting a smooth transition from designated areas with different uses or characteristics (industrial, urban services, commercial, residential, recreational, etc.). Not all these considerations apply to Yellowstone in 2020, but the MDP is a long-range planning document and does help focus the discussion for if/when growth occurs. Completing an MDP is also a first step in working towards an Intermunicipal Development Plan, ensuring the transitional blending strategy for land use is carried through adjacent municipal interfaces where possible.

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The MDP is not perfect. It does require assumptions – some of them (for example, population growth) seem exaggerated, and they probably are. The usual tact is to view the MDP as both a snapshot of today and a roadmap for tomorrow based on the best/or worst-case scenarios for key indicators. This helps by giving the development and planning authority a wide margin to work with in terms of community planning and development recommendations.

p28-29

A draft bylaw 216-2020 is attached.

*(accept the draft Municipal Development Plan for information, give first reading to Bylaw 216-2020, and set date/time for public hearing)*

e.

f.

g.

**7. INFORMATION ITEMS**

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- a) Demolition Permit Approval File 20-02 – for demolition of existing dwelling at 219-2<sup>nd</sup> street / Development Permit Approval File 20-03 – for construction of new dwelling 219-2<sup>nd</sup> street / Development Permit Approval File 20-04 – for construction of new detached garage 219-2<sup>nd</sup> street
- b) Government of Alberta Statement of Direct Deposit:
  - June 9<sup>th</sup>, 2020 in the amount of \$8,675.00 for MSI Operating funding for 2020
  - June 19<sup>th</sup>, 2020 in the amount of \$12,837.00 for Gas Tax Fund funding
  - July 3<sup>rd</sup>, 2020 in the amount of \$442.00 for July FCSS funding
- c) Alberta Urban Municipalities Association – June 19<sup>th</sup>, 2020 email on the COVID 19 Outbreak June 19<sup>th</sup>, 2020 update
- d)

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**8. COMMITTEE REPORTS**

- Council:
- CAO:
  - Development Officers Report
  -

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9. NEXT MEETING (3<sup>rd</sup> Friday of the month, unless changed by Council)
  
10. OPEN FLOOR DISCUSSION/PRESENTATION WITH THE GALLERY
  
11. CLOSED MEETING SESSION n/a
  
12. ADJOURNMENT

**Next Meetings:**

- Organizational and Regular Council August 21<sup>st</sup>, 2020 at 9:00 a.m.
- Regular Council September 18<sup>th</sup>, 2020 at 9:00 a.m.

SUMMER VILLAGE OF YELLOWSTONE  
 REGULAR COUNCIL MEETING MINUTES  
 FRIDAY, JUNE 19, 2020  
 VIA TELECONFERENCE

	<b>ATTENDANCE</b>	
	Council	Brenda Shewaga    Mayor Don Bauer        Deputy Mayor Russ Purdy        Councillor
	Administration	Wendy Wildman    Chief Administrative Officer (CAO) Heather Luhtala    Assistant CAO
	Delegations	n/a
	Public at Large	0
1.	<b>CALL TO ORDER</b>	Mayor Shewaga called the meeting to order at 9:02 a.m.
2.	<b>AGENDA</b> 70-20	<b>MOVED</b> by Councillor Purdy that the June 19, 2020 agenda be approved as presented.  Carried.
3.	<b>MINUTES</b> 71-20	<b>MOVED</b> by Councillor Purdy that the minutes of the May 5, 2020 Regular Council meeting be approved as presented.  Carried.
4.	<b>DELEGATIONS</b>	n/a
5.	<b>FINANCIAL</b> 72-20	<b>MOVED</b> by Deputy Mayor Bauer that the income and expense statements ending May 31, 2020 be accepted for information as presented.  Carried.
6.	<b>ACTION ITEMS</b> 73-20	<b>MOVED</b> by Councillor Purdy that Council accept for information the discussion with respect to boat dock requests and the temporary field authorization held by the Summer Village of Yellowstone for the placement of seasonal docks off of Parks R1 to R7 and Centennial Park.  Carried.
	74-20	<b>MOVED</b> by Councillor Purdy that the Summer Village of Yellowstone observe generally and expressly the provisions of the All-Net Software License Agreement between the Summer Villages of Lac Ste. Anne County East and All-Net, and execute the noted letter and return to the Summer Villages of Lac Ste. Anne County East.  Carried.



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75-20	<p><b>MOVED</b> by Deputy Mayor Bauer that administration engage with Constable Dwight Dawn and legal counsel, if required, to structure a bylaw to regulate and control the operation of trucks within the Summer Village of Yellowstone. similar to the Summer Village of Ross Haven's bylaw 282-2020.</p> <p style="text-align: right;">Carried.</p>
	<p>Councillor Purdy abstained from voting on the following business item citing a potential conflict of interest in the request for a donation to the annual Ste. Anne Gas charity fundraiser for Kids with Cancer as he is a board member on the Ste. Anne Gas Co-op.</p>
76-20	<p><b>MOVED</b> by Mayor Shewaga that the Summer Village of Yellowstone donate \$250 to the Ste. Anne Natural Gas charity fundraiser for Kids with Cancer as requested in their June 2<sup>nd</sup>, 2020 email.</p> <p style="text-align: right;">Carried.</p>
77-20	<p><b>MOVED</b> by Councillor Purdy that the AFRRCS third party agreement between the Town of Mayerthorpe and the Summer Village of Yellowstone be terminated AND THAT the Summer Village work with the Province of Alberta with respect to an access agreement to utilize these radios.</p> <p style="text-align: right;">Carried.</p>
78-20	<p><b>MOVED</b> by Deputy Mayor Bauer that in accordance with section 419(b) of the Municipal Government Act that the terms of the sale of property (Lot 2, Block 2, Plan 7236KS) for the Public Auction be set as follows: "Cash, certified cheque, bank draft, 10% non-refundable deposit on the day of the sale and balance due within 10 days of the public auction date".</p> <p style="text-align: right;">Carried.</p>
79-20	<p><b>MOVED</b> by Councillor Purdy that in accordance with the Municipal Government Act and with respect to the Recovery of Taxes Related to Land that the date for the Public Auction of Lot 2, Block 2, Plan 7236KS be scheduled for Wednesday, October 7, 2020 at 11:00 a.m. at the Town of Onoway Civic Centre Council Chambers located at 4812-51 Street in Onoway, Alberta.</p> <p style="text-align: right;">Carried.</p>
80-20	<p><b>MOVED</b> by Mayor Shewaga that in accordance with section 419(a) of the Municipal Government Act that the reserve bid for the property to be sold at the Public Auction being Lot 2, Block 2, Plan 7236KS, be set at the current assessed value of \$109,260.</p> <p style="text-align: right;">Carried.</p>



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	<p>81-20</p> <p>82-20</p>	<p><b>MOVED</b> by Councillor Purdy that Administration arrange a meeting with Lac Ste. Anne County and representatives from Stantec Consulting Ltd. with respect to obtaining further information for the preliminary engineering for a water system as outlined in the quote from Stantec Consulting Ltd. dated June 12, 2020.</p> <p style="text-align: right;">Carried.</p> <p>Jason Madge attended the meeting via teleconference at 10:20 p.m. to discuss the drainage at 422-4 Street.</p> <p>Jason Madge exited the meeting at 10:27 p.m.</p> <p><b>MOVED</b> by Councillor Purdy that Council accept for information the discussion with Jason Madge and the drainage concern from the resident at 422-4 Street.</p> <p style="text-align: right;">Carried.</p>
<p>7.</p>	<p style="text-align: center;"><b>INFORMATION</b></p> <p>83-20</p>	<p><b>MOVED</b> by Councillor Purdy that the following items be accepted for information:</p> <ul style="list-style-type: none"> <li>a) Alberta Urban Municipalities Association/Alberta Municipal Services Corporation – June 3<sup>rd</sup>, 2020 letter on 2019 Procurement Card Rebate cheque in the amount of \$22.26.</li> <li>b) Community Peace Officer Reports for March, April and May 2020</li> <li>c) Government of Alberta Statement of Direct Deposit: April 3<sup>rd</sup>, 2020 in the amount of \$2,421.00 which represents April FCSS for \$439.00 and Fines revenue of \$1,982.00, May 1<sup>st</sup>, 2020 in the amount of \$439.00 representing May FCSS, June 2<sup>nd</sup>, 2020 in the amount of \$438.00 representing June FCSS</li> <li>d) Lac Ste. Anne County May 23<sup>rd</sup>, 2020 News Release on Rising Water Levels</li> <li>e) Alberta Urban Municipalities Association/Alberta Municipal Services Corporation – April 20<sup>th</sup>, 2020 letter from AUMA President Barry Morishita to Municipal Affairs Minister Kaycee Madu on various matters with respect to COVID-19 pandemic</li> <li>f) Alberta Municipal Affairs – May 19<sup>th</sup>, 2020 letter from Minister Kaycee Madu on 2020 Municipal Sustainability Funding allocation of \$89,317 for Capital (which includes \$76,751 for MSI Capital and \$12,566 for Basic Municipal Transportation funding) and \$8,675 for MSI Operating</li> <li>g) Alberta Municipal Affairs – June 10<sup>th</sup>, 2020 letter from Minister Kaycee Madu on 2020 Gas Tax Fund allocation of \$12,837.</li> <li>h) Alberta Municipal Affairs – June 15<sup>th</sup>, 2020 email on legislative changes for Regional Services Commission</li> </ul> <p style="text-align: right;">Carried.</p>

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<b>8.</b>	<b>COMMITTEE REPORTS</b>	
	84-20	<p><b>MOVED</b> by Mayor Shewaga that the Summer Village proceed with repairs to the damaged rutted areas in municipal reserves R2 and R3 and then proceed with the subsequent installation of permanent posts to prohibit large vehicle traffic gaining access to these reserve areas.</p> <p style="text-align: right;">Carried.</p>
	85-20	<p>Jason Madge attended the meeting via teleconference at 11:25 a.m. to discuss the road repairs.</p> <p><b>MOVED</b> by Councillor Purdy that Council accept the road repair quotes as presented and approve proceeding with the repairs on 5<sup>th</sup> &amp; 6<sup>th</sup> Streets as discussed.</p> <p style="text-align: right;">Carried.</p> <p>Jason Madge exited the meeting at 11:35 a.m.</p>
	86-20	<p><b>MOVED</b> by Mayor Shewaga that the Council Committee Reports be accepted for information.</p> <p style="text-align: right;">Carried.</p>
	87-20	<p><b>MOVED</b> by Mayor Shewaga that the Administration Report be accepted for information.</p> <p style="text-align: right;">Carried.</p>
<b>9.</b>	<b>NEXT MEETING(S)</b>	Regular Council Meeting – Friday, July 17 <sup>th</sup> , 2020 at 9:00 a.m.
<b>10.</b>	<b>OPEN FLOOR DISCUSSION</b>	n/a
<b>11.</b>	<b>CLOSED MEETING</b>	n/a
<b>12.</b>	<b>ADJOURNMENT</b>	The meeting adjourned at 11:37 a.m.

\_\_\_\_\_  
 Mayor, Brenda Shewaga

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

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**From:** cao@onoway.ca  
**Date:** June 30, 2020 at 12:50:01 PM MDT  
**To:** Mike Primeau <mprimeau@lsac.ca>  
**Cc:** Summer Village of Silver Sands <administration@wildwillowenterprises.com>, "Peel, Breagh" <Breagh.Peel@stantec.com>  
**Subject:** RE: Yellowstone request for quote

Okay thanks Mike. I will share this with Council at our July 17 meeting and get back to you.

W

**Wendy Wildman**  
CAO  
Town of Onoway  
Box 540  
Onoway, AB. T0E 1V0  
780-967-5338 Fax: 780-967-3226  
[cao@onoway.ca](mailto:cao@onoway.ca)

**NOTE EMAIL CONTACT INFORMATION HAS CHANGED TO:** [cao@onoway.ca](mailto:cao@onoway.ca)

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**From:** Mike Primeau <mprimeau@lsac.ca>  
**Sent:** June 30, 2020 11:00 AM  
**To:** cao@onoway.ca  
**Cc:** Summer Village of Silver Sands <administration@wildwillowenterprises.com>; 'Peel, Breagh' <Breagh.Peel@stantec.com>  
**Subject:** RE: Yellowstone request for quote

Hi Wendy,

Council discussed last week and determined there is little interest at this time. However, the County would be happy to discuss with Yellowstone the idea of fire protection opportunities.

Let me know what works for your muni later in July.

**Mike Primeau, MBA, C.Mgr., ICMA-CM, CLGM**  
County Manager, Lac Ste. Anne County

PLEASE NOTE: All Lac Ste. Anne County administration offices are closed to the public until further notice. County staff will work from home where possible, and have been advised to avoid all in-person meetings. All business-related travel including travel to off-site meetings, courses and conferences has been banned. Essential services will continue to be provided. Phone calls to the County will be fielded by the County's answering service and forwarded to the relevant departments.

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56521 RGE RD 65 | BOX 219 | SANGUDO, ALBERTA T0E 2A0

PHONE: 780.785.3411 Ext. | TOLL-FREE: 1.866.880.5722 | CELL: 780.305.4954 FAX: 780.785.2985

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**From:** [cao@onoway.ca](mailto:cao@onoway.ca) <[cao@onoway.ca](mailto:cao@onoway.ca)>

**Sent:** Friday, June 19, 2020 12:09 PM

**To:** Mike Primeau <[mprimeau@lsac.ca](mailto:mprimeau@lsac.ca)>

**Cc:** Summer Village of Silver Sands <[administration@wildwillowenterprises.com](mailto:administration@wildwillowenterprises.com)>; 'Peel, Breagh' <[Breagh.Peel@stantec.com](mailto:Breagh.Peel@stantec.com)>

**Subject:** FW: Yellowstone request for quote

Mike – at Yellowstone’s April Council meeting they directed Administration to obtain a quote from Stantec for preliminary engineering with respect to bringing water into YS and also addressing fire suppression within the area.

Breagh’s quote is attached. At this morning’s Council meeting Council directed Administration to try to arrange a meeting with the County, Breagh and Yellowstone to further discuss this potential opportunity.

Let me know if this is something the County is interested in further discussing.

Thanks

W

**Wendy Wildman**  
CAO

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**From:** Peel, Breagh <[Breagh.Peel@stantec.com](mailto:Breagh.Peel@stantec.com)>

**Sent:** June 15, 2020 2:06 PM

**To:** Wendy Wildman <[cao@onoway.ca](mailto:cao@onoway.ca)>

**Cc:** 'ADMINISTRATION' <[administration@wildwillowenterprises.com](mailto:administration@wildwillowenterprises.com)>; Weninger, Stephan <[stephan.weninger@stantec.com](mailto:stephan.weninger@stantec.com)>

**Subject:** RE: Yellowstone request for quote

Hi Wendy.

I have attached the proposal we talked about. Let me know if you require anything further!



Thank you for the opportunity to provide the proposal.

**Breagh Peel** P.Eng  
Project Engineer

Direct: 780-969-3280  
Mobile: 587-930-5523  
[Breagh.Peel@stantec.com](mailto:Breagh.Peel@stantec.com)

Stantec



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**From:** Wendy Wildman <[cao@onoway.ca](mailto:cao@onoway.ca)>  
**Sent:** Tuesday, April 21, 2020 8:43 AM  
**To:** Peel, Breagh <[Breagh.Peel@stantec.com](mailto:Breagh.Peel@stantec.com)>  
**Cc:** '! ADMINISTRATION' <[administration@wildwillowenterprises.com](mailto:administration@wildwillowenterprises.com)>  
**Subject:** Yellowstone request for quote

Good morning Breagh – further to our phone conversation yesterday, this email serves as written confirmation of the Summer Village of Yellowstone's request for a quote for preliminary engineering to provide the following:

- quote/plan to establish fire suppression site that could serve both Yellowstone and County subdivision known as Corsair Cove (tank or reservoir, regional waterline or well)
- quote/plan for fire hydrants strategically placed through Yellowstone and Corsair Cove again for fire suppression requirements
- quote/plan for distributions lines throughout Yellowstone and Corsair Cove

Once we have your quote we will discuss with the County if they wish to join us on actually proceeding with having you prepare those reports. Yellowstone's next Council meeting is June 19, so please have this prepared prior to that date.

Thanks B!

W

**Wendy Wildman**  
CAO

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Stantec Consulting Ltd  
1100-4900 50 Street, Red Deer, AB, T4N1X7

June 12, 2020  
File: 113980000

Attention: **Wendy Wildman, CAO**  
Summer Village of Yellowstone

Dear Wendy,

**Reference: Proposal for Engineering Services – Preliminary Engineering for Water System**

The Summer Village of Yellowstone has requested Stantec provide pricing to undertake Preliminary Engineering for the purpose of evaluating options for the provision of water distribution to residents of the Summer Village and Corsair Cove, with and without fire flow services.

Specifically, the Summer Village has requested conceptual plans and capital cost projections for:

- A fire water storage system (either in a tank style, or a non-potable water reservoir open to atmosphere), serviced either by a connection to the WILDRWSC regional waterline, or to a well;
- A fire water distribution system including waterlines and hydrants throughout Yellowstone and Corsair Cove intended for non-potable (fire suppression) use only; and
- A potable water distribution system for Yellowstone and Corsair Cove, sized with and without fire flow protection.

## Key Assumptions

Based on the proximity of houses to one another, and the largely residential nature of the two communities, we would presume that the fire flow system would be sized based on a required flow rate of 60-75 Litres per second for 2-3 hours, unless otherwise instructed by the Municipality.

Additionally, as the cost of a hydrogeological desktop study can easily exceed the cost of a conceptual-level study such as this, and given the prevalence of wells throughout the area, we have based our proposal on the assumption that a suitable groundwater well can be identified and completed on the reservoir site. Should you wish, Stantec can provide a proposal for the completion of a hydrogeological desktop study in a separate letter.

## Project Methodology

We envision that the project deliverables can be effectively provided without a site survey, or other significant onsite activities, with the exception of a kickoff meeting and a Council presentation (if desired) to review the report. Other key project details are provided here.



Reference: Proposal for Engineering Services – Preliminary Engineering for Water System

## **PROJECT MANAGEMENT SERVICES**

### **Project Team Initiation Meeting**

Immediately upon notification of contract award, a start-up meeting will be scheduled to initiate the project with the Summer Village and other relevant parties in attendance to review the proposal in detail. The objective of this task is to meet with Client representatives to kick off the project and establish lines of communication, clarify expectations, review and discuss project schedule, budget, meetings, concerns, and finalize the details for the engineering agreement.

### **Project Management**

The objective of this task is to ensure the successful execution of the project in terms of providing deliverables as per the schedule, fulfilling contractual obligations, and coordination of all aspects of the work plan throughout the course of the project. The following services will be provided over the duration of the project:

- Regular communication with the Client's project representatives;
- Attend bi-weekly project meetings via Microsoft Teams/conference call with the Client and meet with designated Client representatives on an ongoing basis;
- Provide direction and coordination to ensure the successful interaction of team members throughout the course of the project;

### **Quality Assurance and Quality Control (QA/QC)**

Stantec conducts QA/QC for all projects in accordance with our corporate ISO 9001 procedures. The Project Management Team will perform QA/QC reviews and ensure appropriate senior, peer, and interdisciplinary reviews take place. The team will provide general guidance throughout the execution of the project Preliminary Design.

## **OPTIONS ANALYSIS**

### **Data Collection and Background Information Review**

The existing lot and population data relevant to the project will be reviewed to solidify our understanding of the project requirements and constraints. Stantec will obtain the existing data from the Client that is relevant to this project to avoid duplication.

### **Site Visit**

A site visit will be completed as part of the Initiation Meeting to review roadways and potential tank/reservoir sites to inform design assumptions.

### **Options Analysis Report**

Stantec will develop preliminary site plans (in plan view only), waterline alignments in plan view, and hydrant coverage plans to form the basis of the project costing, and the findings and drawings will be report brief format for submission to the CAO for review. The basis of this report will be to review the aforementioned options, develop design criteria and provide budgetary cost projections considered to be within +/- 30% accuracy. The intent is to provide cost projections so that the Summer Village can select whether to proceed with any of the options and how to potentially stage the system. If desired, Stantec will present the draft report findings in a Council meeting or similar format, and will incorporate comments in the final report as appropriate.

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Reference: **Proposal for Engineering Services – Preliminary Engineering for Water System**

## Fee and Schedule

Stantec is available to undertake this work immediately and can have the draft report ready for your review within one month of the Project Initiation Meeting. We propose to undertake this work on a Fixed Fee basis for \$25,000, plus GST

## Closure

Thank you for considering Stantec for this assignment. If you should have any questions, or would like to discuss this proposal any further, please do not hesitate to contact us.

Regards,

**STANTEC CONSULTING LTD**

*Stephan Weninger*

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**Stephan Weninger** P.Eng.  
Principal, Water  
Phone: 403 598 2200  
stephan.weninger@stantec.com

*Breagh Peel*

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**Breagh Peel** P.Eng.  
Project Engineer  
Phone: 587 930 5523  
Breagh.peel@stantec.com

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June 12, 2020  
Wendy Wildman, CAO  
Page 4 of 4

Reference: **Proposal for Engineering Services – Preliminary Engineering for Water System**

By signing this proposal, \_\_\_\_\_ authorizes Stantec to proceed with the services herein described and the Client acknowledges that it has read and agrees to be bound by the attached Professional Services Terms and Conditions.

This proposal is accepted and agreed on the day of \_\_\_\_\_, 2020

Per: Summer Village of Yellowstone

\_\_\_\_\_

Print Name & Title

\_\_\_\_\_

Signature

Attachment [Attachment](#)  
c. [cc](#)  
ws document2



From: Daniel Jackson <DJackson@auma.ca>

> Date: July 6, 2020 at 4:16:45 PM MDT

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

> Cc: Wendy Wildman <cao@onoway.ca>

> Subject: RE: Yellowstone - Additional Insurance Required?

>

>

> Hi Heather,

>

> I've had a read through of the TFA. I do have some concern in the language of a few of the items, as it isn't clear whether or not the coverage is required or what limits. The two things that we need to clarify is:

>

> Do you need to carry watercraft liability (you don't currently with AUMA)

> What limit of "All Risk" property insurance is required. Is this to just ensure that the SV owned property adjacent to the temporary mooring is adequately insured? Or do they required proof of property insurance on all assets owned by the SV?

>

> Other than what is mentioned above, your current insurance program should be able to satisfy the requirements.

>

> Best regards,

>

> Daniel Jackson, CIP | Insurance Services Consultant

> ALBERTA URBAN MUNICIPALITIES ASSOCIATION

>

> D:780.670.4230 | E: DJackson@auma.ca

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

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

>

>

> This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender. This message contains confidential information and is intended only for the individual named. If you are not the named addressee, you should not disseminate, distribute or copy this email.

>

> From: administration@wildwillowenterprises.com <administration@wildwillowenterprises.com>

> Sent: June 15, 2020 2:23 PM

> To: Daniel Jackson <DJackson@auma.ca>

> Cc: Wendy Wildman <cao@onoway.ca>

> Subject: Yellowstone - Additional Insurance Required?

>

>

>

> External: This Email is from an external sender. Be alert for Phishing. Do not click links if you do not know the sender.

>

>

> Hello Daniel, the Summer Village of Yellowstone applied for and was approved for a blanket Temporary Field Authorization (TFA) for the placement of temporary mooring structures adjacent to the Summer Village's Municipal Reserve areas.

>

> I have attached the TFA and would like to draw your attention to clause 10 below:

>

> The Disposition Holder must at all times during the Term, at its own expense and without limiting

> the Disposition Holder's liabilities therein, maintain the following insurance coverage in

> compliance with the Insurance Act, RSA 2000, c I-3, with carriers, on forms, and with coverage and

> endorsements satisfactory to the Regulatory Body in its sole discretion:

> i. General or commercial liability insurance in an amount not less than \$2,000,000 inclusive per

> occurrence, insuring against bodily injury, personal injury, and property damage including loss of





- > use thereof. That includes employees and members as additional insureds, products and completed
- > operations liability if applicable; sudden and accidental pollution coverage if applicable; and
- > watercraft liability if applicable;
- > ii. Automobile liability insurance on all vehicles owned, operated or licensed in the name of the
- > Disposition Holder and used on or taken onto the Lands or used in carrying out the obligations
- > under this Disposition in an amount not less than \$2,000,000;
- > iii. "All risk" property insurance insuring the Disposition Holder's personal property on the
- > Lands against accidental loss or damage; and
- > iv. Such additional insurance policies and coverage as the Regulatory Body reasonably requires from
- > time to time, including, but not limited to, wildfire expense coverage in an amount not less than
- > \$250,000
- >
- >
- > Does the Summer Village require any additional insurance to comply with the terms of this TFA?
- >
- > Thank you,
- >
- >
- >
- > Heather Luhtala,
- > Asst. CAO
- > S.V. of South View (Sign Up for South View Connect Today!)
- > S.V. of Silver Sands (Sign Up for Silver Sands Connect Today!)
- > S.V. of Yellowstone (Sign Up for Yellowstone Connect Today!)
- > Phone: 587-873-5765
- > Fax: 780-967-0431
- > Website: [www.wildwillowenterprises.com](http://www.wildwillowenterprises.com)
- > Email: [administration@wildwillowenterprises.com](mailto:administration@wildwillowenterprises.com)

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

Subject: Registration open for Summer 2020 Municipal Leaders' Caucus

From: "President" <President@auma.ca>

Date: 7/8/20 9:54 am

To:

Registration is now open for AUMA's Summer 2020 Municipal Leaders' Caucus! This year, AUMA is visiting the following five communities:

- July 29 – Fairview
- August 6 – Vermilion
- August 11 – Stony Plain (option to participate virtually)
- August 19 – Nanton
- August 20 – Sylvan Lake

Caucus will consist of a one-day program that will run from 10 a.m. to 3 p.m., and the schedule and agenda will be the same at all locations. Registration for in-person attendance is \$100 for the day and includes light breakfast snacks and lunch.

Caucus is open to all AUMA urban municipality members; however, given the current pandemic and resulting event capacity constraints, currently municipalities are limited to one in-person registration, and are only permitted to attend one in-person event. Should a particular date and location have extra capacity available, we will advise municipalities of the option to secure additional in-person registrations.

The session on August 11 will be streamed on Zoom to allow for more members to participate, with a cost of \$25 to attend virtually. Should there be high demand, a second session will be streamed on August 20.

Sessions will follow all public health guidelines, and hand sanitizer and disinfecting wipes will be available at all sessions.

For more information, and to register for Caucus, please click on the following links:

- [Link to register to attend in person](#)
- [Link to register to attend virtually](#)

Stay tuned to the Digest for program details, which will be available soon. We hope to see you there!

**Barry Morishita** | President  
Mayor, City of Brooks

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Summer Village of Yellowstone

# Municipal Development Plan

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FINAL DRAFT  
FOR COUNCIL  
CONSIDERATION  
April 2020



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# SECTION ONE

## Welcome

# 1

*This Section introduces the community vision and local demographics which underpin policies within the MDP.*

### 1-1 OUR COMMUNITY

The Summer Village of Yellowstone is home to permanent and seasonal residents in a recreational lakeside setting. As shown on **Figure 1**, Yellowstone is located approximately 80 km northwest of Edmonton on the northern shore of Lac Ste. Anne within Lac Ste. Anne County. Yellowstone was incorporated on January 1st, 1965 and has a total land area of 25 hectares.

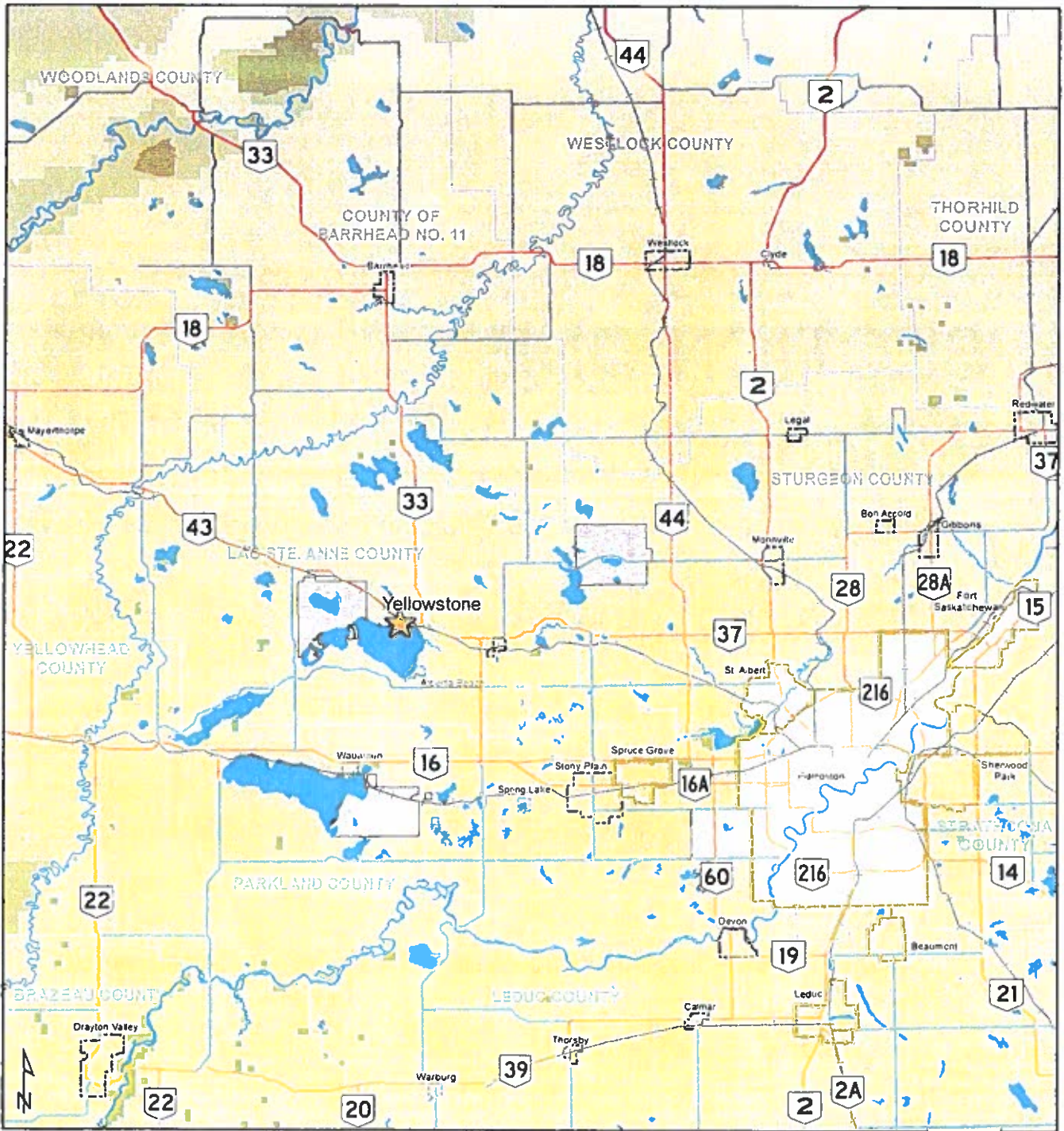
Unique to Yellowstone, on November 1, 2005, a 25-year lease was granted by the province for a public park on the lands adjacent to the west end of the Summer Village, as shown on **Figure 4**. Centennial Park is 10.2-hectares in size and maintained by the Summer Village.

### 1-2 OUR VISION

Our 20 Year Vision is:

*The Summer Village of Yellowstone continues to be a quiet and safe place to live and recreate, maintains and enhances the quality of the lake and green spaces while retaining its small village character.*





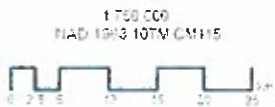
**ISL** Engineering and Land Services

- Highway, 1-216 Series
- Highway, 500-986 Series
- Railway
- Lake/Major River
- Provincial Protected Area
- Provincial Green Area
- Rural Municipality
- ★ Yellowknife
- City
- Urban Service Area
- Town
- Village
- Indian Reserve

**YELLOWSTONE MUNICIPAL DEVELOPMENT PLAN**



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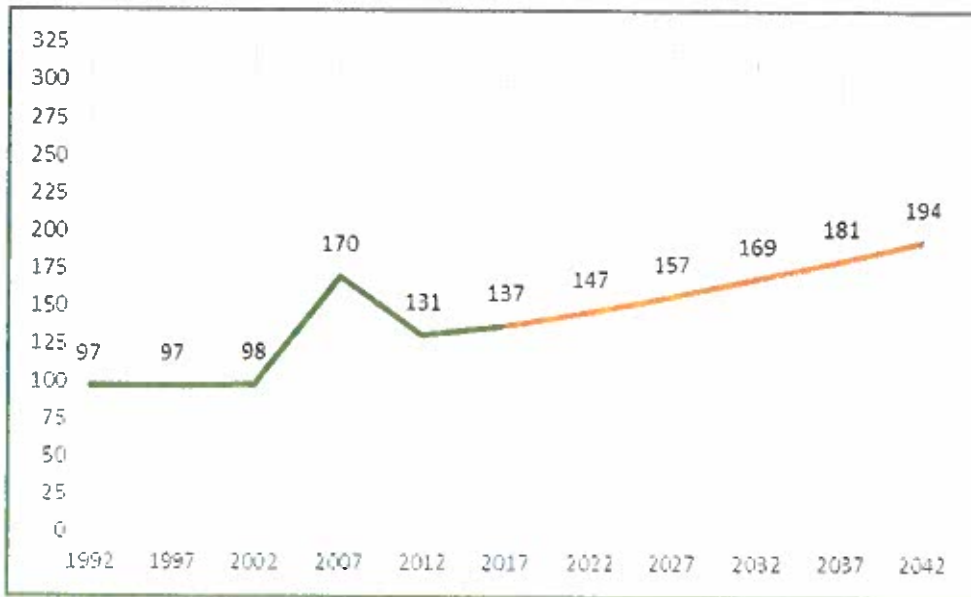
**FIGURE 1: CONTEXT MAP**

### 1-3 DEMOGRAPHICS

Growth in Yellowstone was effectively flat up until the large jump from 2002 to 2007. Between 2007 and 2012 population dropped as seen in all but eight of Alberta's 51 summer villages, likely due to enumeration errors. Growth has returned between the 2012 and 2017 as shown on **Figure 2**. Using Yellowstone's Average Annual Growth Rate of 1.4% and projecting it out to 2042 would result in an increase from 137 to 194 residents.

However, Yellowstone is currently built out, meaning that for the purposes of policy development, population growth is assumed to be of negligible affect.

Figure 2 – Population Growth in Yellowstone



Source: Alberta Municipal Affairs.

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# SECTION TWO

# Planning Framework

# 2

*This Section introduces the purpose, scope and limitations of the MDP.*

## 2-1 PURPOSE & SCOPE

A Municipal Development Plan (MDP) is a statutory document required by the Province of Alberta and adopted pursuant to the Municipal Government Act (MGA). MDPs are a tool that articulates a municipality's vision for the future, outlining strategic goals and priorities for land use and infrastructure to support long-term growth.

MDPs are prepared and adopted in accordance with the requirements of Section 632 of the MGA, which provides the parameters on MDP content:

### **632(3) A municipal development plan**

#### **(a) must address**

- (i) the future land use within the municipality,**
- (ii) the manner of and the proposals for future development in the municipality,**
- (iii) the co-ordination of land use, future growth patterns and other infrastructure with adjacent municipalities if there is no intermunicipal development plan with respect to those matters in those municipalities,**
- (iv) the provision of the required transportation systems either generally or specifically within the municipality and in relation to adjacent municipalities, and**
- (v) the provision of municipal services and facilities either generally or specifically,**

#### **(b) may address**

- (i) proposals for the financing and programming of municipal infrastructure,**
- (ii) the co-ordination of municipal programs relating to the physical, social and economic development of the municipality,**
- (iii) environmental matters within the municipality,**
- (iv) the financial resources of the municipality,**
- (v) the economic development of the municipality, and**
- (vi) any other matter relating to the physical, social or economic development of the municipality,**

JD

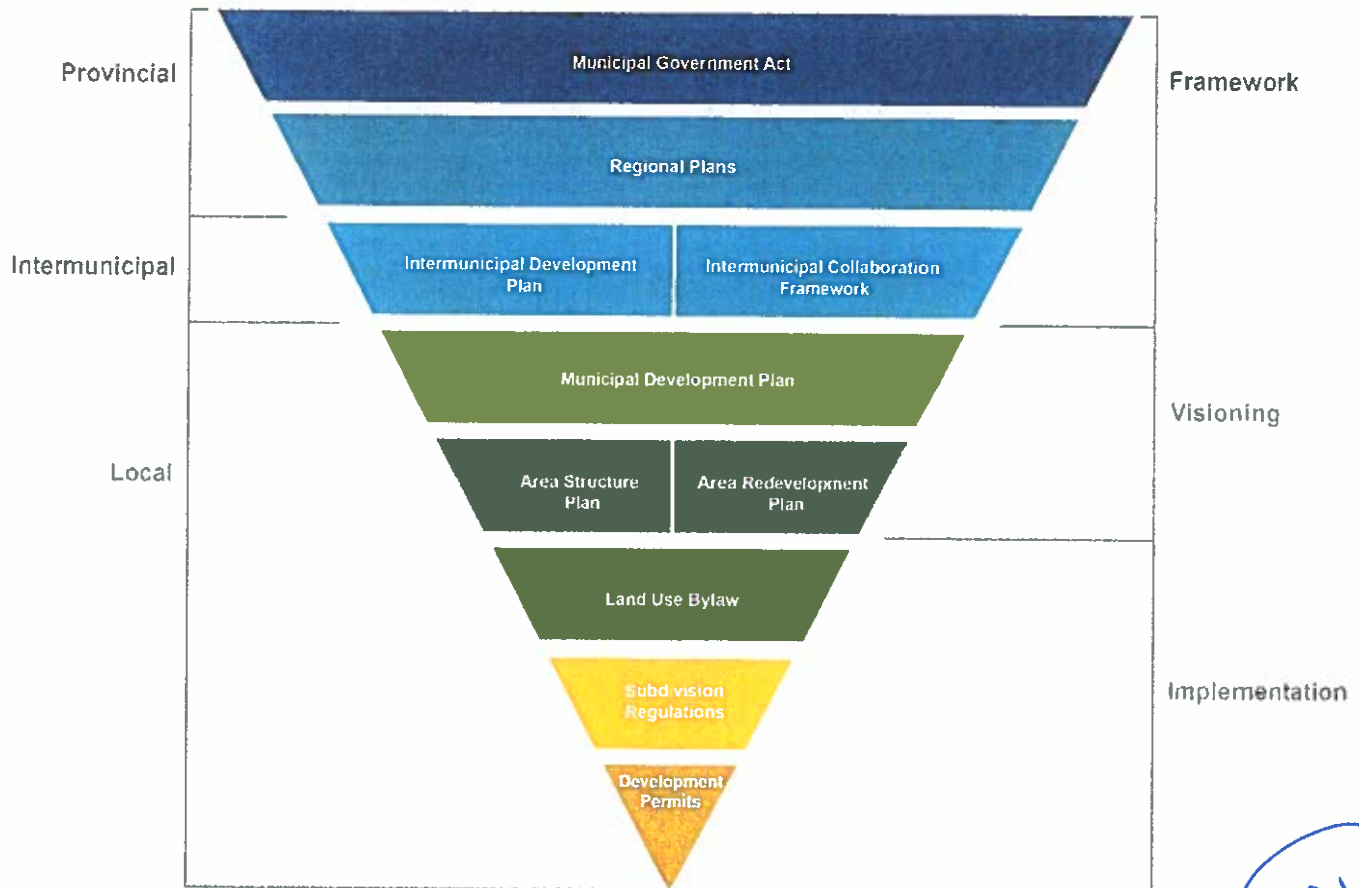


- (c) *may contain statements regarding the municipality's development constraints, including the results of any development studies and impact analysis, and goals, objectives, targets, planning policies and corporate strategies,*
- (d) *must contain policies compatible with the subdivision and development regulations to provide guidance on the type and location of land uses adjacent to sour gas facilities,*
- (e) *must contain policies respecting the provision of municipal, school or municipal and school reserves, including but not limited to the need for, amount of and allocation of those reserves and the identification of school requirements in consultation with affected school boards,*
- (f) *must contain policies respecting the protection of agricultural operations, and*
- (g) *may contain policies respecting the provision of conservation reserve in accordance with section 664.2(1)(a) to (d).*

**2-2 LEGISLATIVE FRAMEWORK**

Provincial legislation, namely the MGA, establishes the planning context in which an MDP sits. In this planning hierarchy, plans, bylaws and approvals that are lower must be consistent with plans that are higher, as illustrated below:

Figure 3 – Planning Hierarchy in Alberta



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**2-3 INTERPRETATION**

Where "shall" is used in a policy, the policy is considered mandatory in order to achieve a desired result. Where "should" is used in a policy, it is anticipated that the policies will be applied in all situations, unless it can be clearly demonstrated to the satisfaction of the Summer Village, that the policy is not reasonable, practical and feasible in a given situation.



# SECTION THREE

## Local Policies

# 3

*This Section outlines local land use planning policies.*

### 3-1 FUTURE DEVELOPMENT

#### *Goals*

- a) To maintain Yellowstone as a recreation focused, residential lakeside community.
- b) To be supportive of new development and infill that is sensitive to the surrounding community.
- c) To enhance lake access.

#### *Policies*

- 3.1.1 Residential infill should respect or complement the existing built form, including, height, size and architectural detailing of existing development.
- 3.1.3 Natural vegetation and tree cover should be retained when development occurs, where possible.
- 3.1.4 Buildings shall be setback from the high-water mark of Lac Ste. Anne.
- 3.1.5 The maximum Municipal Reserve as indicated by the MGA shall be required for all subdivision. These reserves may be in the form of land, cash-in-lieu or a combination thereof.
- 3.1.6 Lands deemed to be environmentally significant shall be protected via Environmental Reserve dedication or an environmental easement registered at the time of subdivision.
- 3.1.7 Future Area Structure Plans shall conform to the MGA.
- 3.1.8 Secondary dwelling units, including guest houses and garage suites, are encouraged provided they are in accordance with the Summer Village's Land Use Bylaw and Alberta Safety Codes Act.

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### 3-2 PARKS, OPEN SPACE AND RECREATION

#### Goals

- a) To maintain green spaces and recreational areas for Yellowstone residents.
- b) To provide additional recreational opportunities and facilities.

#### Policies

- 3.2.1 Parks and Open Spaces shall be preserved and maintained for the use and enjoyment of residents and visitors.
- 3.2.2 The development of new recreation facilities for both active and passive uses is encouraged.
- 3.2.3 The Summer Village shall continue to maintain the adjacent Centennial Park.

### 3-3 MOBILITY

#### Goals

- a) To maintain a well-connected, walkable community.

#### Policies

- 3.3.1 Trails and pathways shall be maintained and enhanced to link parks and open spaces and provide lake access.
- 3.3.2 Opportunities to improve safety and connectivity for pedestrians and cyclists, such as separate walkways are encouraged.
- 3.3.3 The roadway network shall be maintained to meet current and future needs.

### 3-4 MUNICIPAL SERVICING AND UTILITIES

#### Goals

- a) To provide services and utilities to residents.
- b) To implement an affordable municipal water system.

#### Policies

- 3.4.1 New development and infill shall hook up to the North 43 Lagoon Commission lines that have extended to parcel boundaries.
- 3.4.2 Low impact development (LID) stormwater management practices are encouraged.
- 3.4.3 Opportunities to improve local telecommunications capacity are supported.

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### 3-5 ENVIRONMENTAL MANAGEMENT

#### *Goals*

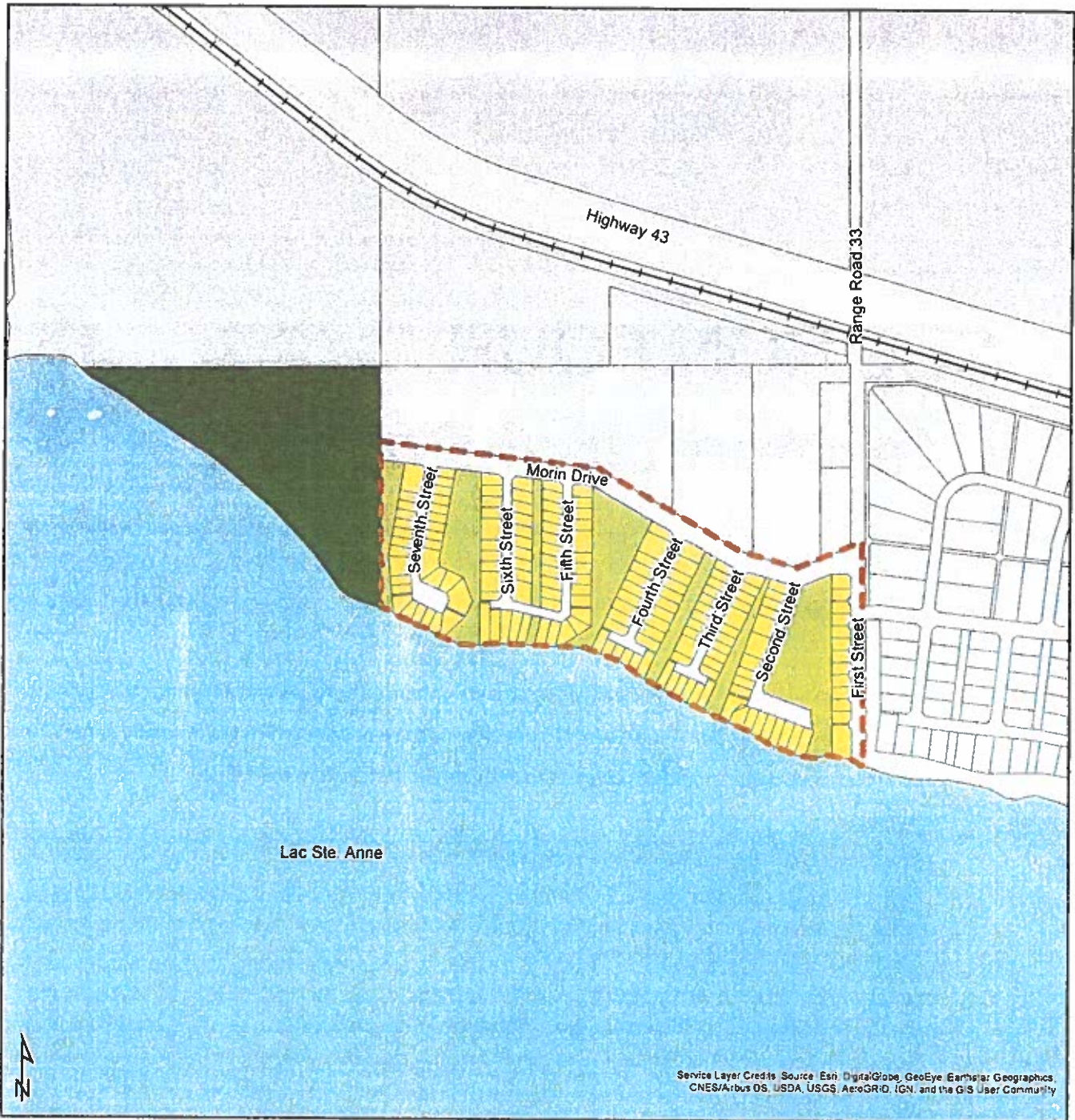
- a) To protect and preserve vegetation, wildlife habitat and environmentally significant areas.
- b) To enhance the water quality and natural habitat of Lac Ste. Anne.

#### *Policies*

- 3.5.1 Impacts to the natural environment as a result of future development shall be minimized to the greatest extent possible.
- 3.5.2 No permanent structures shall be permitted within the 1:100 year flood plain.
- 3.5.3 Practices which minimize nutrients entering the lake from adjacent development are encouraged.

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Water Body

Residential

Railway

Parks and Open Space

Municipal Boundary

Centennial Park

**YELLOWSTONE  
MUNICIPAL  
DEVELOPMENT  
PLAN**



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1:10,000  
CANAB3-10TM115



**FIGURE 4  
FUTURE  
DEVELOPMENT MAP**

# SECTION FOUR

# Intermunicipal Policies

# 4

*This Section outlines policies designed to support collaboration between the Summer Village and neighbouring municipalities.*

## 4-1 COLLABORATION

### *Goals*

- a) To work with nearby municipalities to provide enhanced services and amenities to residents.
- b) To work with Lac Ste. Anne County to develop land use policies which are mutually beneficial.
- c) To explore opportunities to connect to a regional water system over time.

### *Policies*

- 4.1.1 Work with the County to prepare an Intermunicipal Development Plan for the lands which border the Summer Village.
- 4.1.2 Work with local municipalities to identify and support initiatives to provide enhanced services and amenities to residents.
- 4.1.3 Work with municipalities and stakeholders along the shore of Lac Ste. Anne to promote and implement lake management best practices.
- 4.1.4 Work with the County and Alberta Environment on addressing community concerns about the Lac Ste. Anne Lake Level and Sturgeon River Weir.
- 4.1.5 Review the benefits and costs of tying into the West Inter Lake District (WILD) water line.
- 4.1.6 Work with the County to identify a secondary emergency access/egress road into the Summer Village.
- 4.1.7 Explore opportunities for annexation with the County.
- 4.1.8 Explore opportunities for amalgamation with adjacent municipalities.



# SECTION FIVE

# Implementation Policies

# 5

*This Section outlines policies designed to implement MDP policies and measure progress made towards achieving them.*

## 5-1 IMPLEMENTATION

### *Goals*

- a) To implement to policies of this Municipal Development Plan.

### *Policies*

- 5.1.1 The MDP shall be reviewed and updated approximately every ten (10) years to ensure that development continues to reflect the vision and goals herein. A review may also be necessary to reflect:
  - a) Shifts in economic, social and development opportunities and constraints;
  - b) Changes in federal and provincial legislation and regulations; and
  - c) Changes to Council's strategic priorities.
- 5.1.2 Council shall review and update the Land Use Bylaw to implement the policies of this MDP.



---

**BEING A BYLAW OF THE SUMMER VILLAGE OF YELLOWSTONE TO  
ADOPT A MUNICIPAL DEVELOPMENT PLAN FOR THE MUNICIPALITY**

---

**WHEREAS** the Municipal Government Act, as amended from time to time, requires each municipality to adopt a Municipal Development Plan; and

**WHEREAS** Section 632(1) of the Municipal Government Act requires that the Municipal Development Plan be adopted by bylaw and Section 632 (3) of the Municipal Government Act establishes the requirements of what must be contained within the Municipal Development Plan; and

**WHEREAS** the Municipal Development Plan has been advertised by the Summer Village of Yellowstone in accordance with Section 606 of the Municipal Government Act, and the required Public Hearing has been held in accordance with Section 230 of the Municipal Government Act;

**NOW THEREFORE** Council for the Summer Village of Yellowstone, duly assembled, enacts the following:

- 1. TITLE**
  - 1.1 THAT this bylaw may be cited as the "Municipal Development Plan Bylaw."
- 2. ADOPTION**
  - 2.1 THAT this bylaw, including the Summer Village of Yellowstone Municipal Development Plan that is hereto attached and forms part of this bylaw, is adopted.
- 3. SEVERABILITY**
  - 3.1 THAT each provision of this Bylaw is independent of all other provisions. If any provision of the Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable
- 4. COMING INTO FORCE**
  - 4.1 THAT Bylaw shall come into effect upon the third and final reading and signing of this Bylaw.

Read a first time on this 17th day of July, 2020.

Read a second time on this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Unanimous Consent to proceed to third reading on this \_\_\_\_\_ day of \_\_\_\_\_, 2020.





**BYLAW NO. 216-2020**

**Municipal Government Act RSA 2000 Chapter M-26  
Part 17, Section 632**

Read a third and final time on this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Mayor, Brenda Shewaga

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

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# Summer Village of Yellowstone

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



## DEMOLITION PERMIT APPROVAL

June 25, 2020

File # 20-02

Bro Built Homes  
Box 103  
Alberta Beach, AB T0E 0A0

RE: Lot 19, Block 2, Plan 7236 KS  
219-2<sup>nd</sup> Street  
Summer Village of Yellowstone

YOUR APPLICATION FOR: demolition of existing dwelling at Plan 7236KS, Block 2, Lot 19 Municipal Address 219 – 2<sup>nd</sup> Street was considered by the Development Officer and approved subject to the following:

### GENERAL CONDITIONS FOR ALL DEVELOPMENT PERMITS

1. Failure to conform to the conditions of a development permit will render the permit null and void.
2. The applicant shall be financially responsible during construction for any damage by the applicant, his servants, suppliers, agents or contractors to any public or private property as well as the roads within the Summer Village of Yellowstone.
3. The applicant shall prevent excess soil or debris from being spilled on public streets and lanes, and shall not place soil or any other material on adjacent properties without permission in writing from the adjacent property owner(s).
4. It is solely the responsibility of the applicant to ensure that all mechanical and electrical installations within the structure are located a minimum of 0.5m (1.6 ft.) above the 1:100 flood elevation level of 723.8m ASL. Buildings shall have no finished floor space below the 1:100 year flood elevation.
5. Prior to construction or commencement of any development, the Owner/Applicant or contractor is responsible to obtain building, electric, plumbing, sewage, and gas permits, if required. Permits must be obtained from the Superior Safety Codes Office. The Applicant is required to consult with the permit issuer to ensure that there are no conflicts between homeowner/contractor permits and the person(s) responsible for performing the actual work.

Diane Burtnick  
Box 339, Sangudo, AB T0E 2A0  
Phone: 780 284-0410 Email: [development@wildwillowenterprises.com](mailto:development@wildwillowenterprises.com)

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6. The Applicant shall be responsible for obtaining and complying with any required permits from federal, provincial, or other regulatory bodies. The Applicant shall also be responsible for complying with the condition of any easement, covenant, building scheme, or development agreement affecting the site.
7. All development shall be landscaped and graded in a manner that all surface run-off is either contained on-site, directed into an existing water body (i.e. a lake or stream) or public drainage system (i.e. a municipal ditch).
8. The Applicant shall remove all garbage and waste at his/her own expense and keep the site in a neat and orderly manner.
9. Any field work or construction undertaken prior to the effective date of the development permit is at the risk of the Owner(s)/Applicant(s).
10. The Applicant must obtain approval for all approaches required for the proposed development.
11. Any changes, amendments, or additions to this development permit shall require a new development permit application, including but not limited to an expansion or intensification of the use.
12. The proposed development shall be sited and conform to all building setbacks as shown on the submitted drawing, shall not be moved or enlarged except where authorized and conform to all building setbacks as required as per the Land Use Bylaw #179.
13. All arrears that may be owed by the Applicant to the Municipality to be paid in full.
14. The applicant shall comply with the Alberta Safety Codes Act by obtaining the necessary building, plumbing, electrical, gas and private sewage permits.
15. **Any structure located closer than eight (8) feet from the property line will be required to comply with the High Intensity Residential Fire Regulations (HIRF). Contact an Alberta Safety Codes Building Inspector issuer to discuss how this may affect your development.**
16. The applicant shall comply with the Alberta Fire Code.

Date of issue of Development Permit Decision: **June 25, 2020**

Effective Date of Development Permit: **July 16, 2020 (21 days)**

An appeal of any of the conditions of approval may be made to the Subdivision and Development Appeal Board by serving written notice of appeal to the Secretary of the Subdivision and Development Appeal Board. Such an appeal shall be made in writing and shall be delivered either personally or by mail so as to reach the Secretary of the Subdivision and Development Appeal Board no later than fourteen (14) days after the notice of decision. The appeal should be directed to this office and must include a statement of the grounds for the appeal.

Diane Burtnick  
Box 339, Sangudo, AB T0E 2A0  
Phone: 780 284-0410 Email: [development@wildwillowenterprises.com](mailto:development@wildwillowenterprises.com)

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If you wish to appeal the decision of the Development Officer you may do so by completing a form available from:

Summer Village of Yellowstone  
Box 8  
Alberta Beach, AB T0E 0A0  
(780) 819-3681

Signature of Development Officer: \_\_\_\_\_  
Diane Burtnick, Development Officer

cc: Wendy Wildman, Municipal Administrator, Summer Village of Yellowstone  
Dan Kanuka – SV Assessor

**THIS IS NOT A BUILDING PERMIT**

Any development carried out prior to the Effective Date of this permit is at the sole risk of the applicant.

Diane Burtnick  
Box 339, Sangudo, AB T0E 2A0  
Phone: 780 284-0410 Email: [development@wildwillowenterprises.com](mailto:development@wildwillowenterprises.com)

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# Summer Village of Yellowstone

Box 8  
Alberta Beach, AB  
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Phone: 587-873-5765  
Fax: 780-967-0431  
Email: [administration@wildwillowenterprises.com](mailto:administration@wildwillowenterprises.com)



## DEVELOPMENT PERMIT APPROVAL

June 25, 2020

File # 20-03

Bro Built Homes  
35 Deer Park Point  
Spruce Grove, AB T7X 4N6

RE: Lot 19, Block 2, Plan 7236 KS  
219-2<sup>nd</sup> Street  
Summer Village of Yellowstone

YOUR APPLICATION FOR: construction of new dwelling at Plan 7236KS, Block 2, Lot 19 Municipal Address 219 – 2<sup>nd</sup> Street was considered by the Development Officer and approved subject to the following:

### GENERAL CONDITIONS FOR ALL DEVELOPMENT PERMITS

1. Failure to conform to the conditions of a development permit will render the permit null and void.
2. The applicant shall be financially responsible during construction for any damage by the applicant, his servants, suppliers, agents or contractors to any public or private property as well as the roads within the Summer Village of Yellowstone.
3. The applicant shall prevent excess soil or debris from being spilled on public streets and lanes, and shall not place soil or any other material on adjacent properties without permission in writing from the adjacent property owner(s).
4. It is solely the responsibility of the applicant to ensure that all mechanical and electrical installations within the structure are located a minimum of 0.5m (1.6 ft.) above the 1:100 flood elevation level of 723.8m ASL. Buildings shall have no finished floor space below the 1:100 year flood elevation.
5. Prior to construction or commencement of any development, the Owner/Applicant or contractor is responsible to obtain building, electric, plumbing, sewage, and gas permits, if required. Permits must be obtained from the Superior Safety Codes Office. The Applicant is required to consult with the permit issuer to ensure that there are no conflicts between homeowner/contractor permits and the person(s) responsible for performing the actual work.

Diane Burtnick  
Box 339, Sangudo, AB T0E 2A0  
Phone: 780 284-0410 Email: [development@wildwillowenterprises.com](mailto:development@wildwillowenterprises.com)

33

6. The Applicant shall be responsible for obtaining and complying with any required permits from federal, provincial, or other regulatory bodies. The Applicant shall also be responsible for complying with the condition of any easement, covenant, building scheme, or development agreement affecting the site.
7. All development shall be landscaped and graded in a manner that all surface run-off is either contained on-site, directed into an existing water body (i.e. a lake or stream) or public drainage system (i.e. a municipal ditch).
8. The Applicant shall remove all garbage and waste at his/her own expense and keep the site in a neat and orderly manner.
9. Any field work or construction undertaken prior to the effective date of the development permit is at the risk of the Owner(s)/Applicant(s).
10. The Applicant must obtain approval for all approaches required for the proposed development.
11. Any changes, amendments, or additions to this development permit shall require a new development permit application, including but not limited to an expansion or intensification of the use.
12. The proposed development shall be sited and conform to all building setbacks as shown on the submitted drawing, shall not be moved or enlarged except where authorized and conform to all building setbacks as required as per the Land Use Bylaw #179.
13. All arrears that may be owed by the Applicant to the Municipality to be paid in full.
14. The applicant shall comply with the Alberta Safety Codes Act by obtaining the necessary building, plumbing, electrical, gas and private sewage permits.
15. Any structure located closer than eight (8) feet from the property line will be required to comply with the High Intensity Residential Fire Regulations (HIRF). Contact an Alberta Safety Codes Building Inspector issuer to discuss how this may affect your development.
16. The applicant shall comply with the Alberta Fire Code.

Date of issue of Development Permit Decision: June 25, 2020

Effective Date of Development Permit: July 16, 2020 (21 days)

An appeal of any of the conditions of approval may be made to the Subdivision and Development Appeal Board by serving written notice of appeal to the Secretary of the Subdivision and Development Appeal Board. Such an appeal shall be made in writing and shall be delivered either personally or by mail so as to reach the Secretary of the Subdivision and Development Appeal Board no later than fourteen (14) days after the notice of decision. The appeal should be directed to this office and must include a statement of the grounds for the appeal.

Diane Burtnick  
Box 339, Sangudo, AB T0E 2A0  
Phone: 780 284-0410 Email: development@wildwillowenterprises.com

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If you wish to appeal the decision of the Development Officer you may do so by completing a form available from:

Summer Village of Yellowstone  
Box 8  
Alberta Beach, AB T0E 0A0  
(780) 819-3681

Signature of Development Officer: \_\_\_\_\_  
Diane Burtnick, Development Officer

cc: Wendy Wildman, Municipal Administrator, Summer Village of Yellowstone  
Dan Kanuka – SV Assessor

### **THIS IS NOT A BUILDING PERMIT**

Any development carried out prior to the Effective Date of this permit is at the sole risk of the applicant.

Diane Burtnick  
Box 339, Sangudo, AB T0E 2A0  
Phone: 780 284-0410 Email: [development@wildwillowenterprises.com](mailto:development@wildwillowenterprises.com)

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# Summer Village of Yellowstone

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



## DEVELOPMENT PERMIT APPROVAL

June 25, 2020

File # 20-04

Bro Built Homes  
35 Deer Park Point  
Spruce Grove, AB T7X 4N6

RE: Lot 19, Block 2, Plan 7236 KS  
219-2<sup>nd</sup> Street  
Summer Village of Yellowstone

YOUR APPLICATION FOR: construction of new detached garage at Plan 7236KS, Block 2, Lot 19 Municipal Address 219 – 2<sup>nd</sup> Street was considered by the Development Officer and approved subject to the following:

### GENERAL CONDITIONS FOR ALL DEVELOPMENT PERMITS

1. Failure to conform to the conditions of a development permit will render the permit null and void.
2. The applicant shall be financially responsible during construction for any damage by the applicant, his servants, suppliers, agents or contractors to any public or private property as well as the roads within the Summer Village of Yellowstone.
3. The applicant shall prevent excess soil or debris from being spilled on public streets and lanes, and shall not place soil or any other material on adjacent properties without permission in writing from the adjacent property owner(s).
4. It is solely the responsibility of the applicant to ensure that all mechanical and electrical installations within the structure are located a minimum of 0.5m (1.6 ft.) above the 1:100 flood elevation level of 723.8m ASL. Buildings shall have no finished floor space below the 1:100 year flood elevation.
5. Prior to construction or commencement of any development, the Owner/Applicant or contractor is responsible to obtain building, electric, plumbing, sewage, and gas permits, if required. Permits must be obtained from the Superior Safety Codes Office. The Applicant is required to consult with the permit issuer to ensure that there are no conflicts between homeowner/contractor permits and the person(s) responsible for performing the actual work.

Diane Burtnick  
Box 339, Sangudo, AB T0E 2A0  
Phone: 780 284-0410 Email: [development@wildwillowenterprises.com](mailto:development@wildwillowenterprises.com)

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6. The Applicant shall be responsible for obtaining and complying with any required permits from federal, provincial, or other regulatory bodies. The Applicant shall also be responsible for complying with the condition of any easement, covenant, building scheme, or development agreement affecting the site.
7. All development shall be landscaped and graded in a manner that all surface run-off is either contained on-site, directed into an existing water body (i.e. a lake or stream) or public drainage system (i.e. a municipal ditch).
8. The Applicant shall remove all garbage and waste at his/her own expense and keep the site in a neat and orderly manner.
9. Any field work or construction undertaken prior to the effective date of the development permit is at the risk of the Owner(s)/Applicant(s).
10. The Applicant must obtain approval for all approaches required for the proposed development.
11. Any changes, amendments, or additions to this development permit shall require a new development permit application, including but not limited to an expansion or intensification of the use.
12. The proposed development shall be sited and conform to all building setbacks as shown on the submitted drawing, shall not be moved or enlarged except where authorized and conform to all building setbacks as required as per the Land Use Bylaw #179.
13. All arrears that may be owed by the Applicant to the Municipality to be paid in full.
14. The applicant shall comply with the Alberta Safety Codes Act by obtaining the necessary building, plumbing, electrical, gas and private sewage permits.
15. Any structure located closer than eight (8) feet from the property line will be required to comply with the High Intensity Residential Fire Regulations (HIRF). Contact an Alberta Safety Codes Building Inspector issuer to discuss how this may affect your development.
16. The applicant shall comply with the Alberta Fire Code.

Date of issue of Development Permit Decision: **June 25, 2020**

Effective Date of Development Permit: **July 16, 2020 (21 days)**

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Alberta Beach, AB T0E 0A0  
(780) 819-3681

Signature of Development Officer: \_\_\_\_\_  
Diane Burtnick, Development Officer


cc: Wendy Wildman, Municipal Administrator, Summer Village of Yellowstone  
Dan Kanuka – SV Assessor

**THIS IS NOT A BUILDING PERMIT**

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Diane Burtnick  
Box 339, Sangudo, AB T0E 2A0  
Phone: 780 284-0410 Email: [development@wildwillowenterprises.com](mailto:development@wildwillowenterprises.com)


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<b>VENDOR</b>		<b>VENDOR ID</b>	<b>DATE ISSUED</b>	
SUMMER VILLAGE OF YELLOWSTONE		0000006848	09-Jun-2020	
<b>DEPOSITED AT BANK:</b> 021908989		<b>DEPOSIT NO</b>	<b>DATE</b>	<b>AMOUNT</b>
<b>BRANCH:</b> 08989	<b>ACCOUNT:</b> 108747924	0068713734	11-Jun-2020	\$8,675.00
<b>TOTAL:</b>				<b>\$8,675.00</b>
PAYMTEDE D 00042 SUMMER VILLAGE OF YELLOWSTONE PO BOX 8 ALBERTA BEACH AB CAN T0E 0A0 				

<b>DEPOSIT NO:</b> 0068713734		<b>DEPOSIT DATE:</b> 11-Jun-2020		
<b>VOUCHER</b>	<b>DESCRIPTION/REASON FOR PAYMENT</b>	<b>INVOICE/CREDIT NOTE</b>	<b>AMOUNT</b>	<b>SUB-TOTAL</b>
00107162	MUNICIPAL SUSTAINABILITY INITIATIVE - OPERATING GRANT Total Payment From Municipal Affairs For Inquiries Call 780/427-7481	OPE202138435	\$8,675.00	\$8,675.00
<b>DEPOSIT TOTAL</b>				<b>\$8,675.00</b>

RECEIVED  
June 10, 2020

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<b>VENDOR</b>		<b>VENDOR ID</b>	<b>DATE ISSUED</b>	
SUMMER VILLAGE OF YELLOWSTONE		0000006848	19-Jun-2020	
<b>DEPOSITED AT BANK:</b> 021908989		<b>DEPOSIT NO</b>	<b>DATE</b>	<b>AMOUNT</b>
<b>BRANCH:</b> 08989	<b>ACCOUNT:</b> 108747924	0068721148	23-Jun-2020	\$12,837.00
<b>TOTAL</b>				<b>\$12,837.00</b>
PAYMTE D 00065 SUMMER VILLAGE OF YELLOWSTONE PO BOX 8 ALBERTA BEACH AB CAN T0E 0A0 				

<b>DEPOSIT NO:</b> 0068721148		<b>DEPOSIT DATE:</b> 23-Jun-2020		
<b>VOUCHER</b>	<b>DESCRIPTION/REASON FOR PAYMENT</b>	<b>INVOICE/CREDIT NOTE</b>	<b>AMOUNT</b>	<b>SUB-TOTAL</b>
GI8558	0354-SUMMER VILLAGE OF YELLOWSTONE-GTF MUNICIPAL TOTALS[PROJECT] Total Payment From Municipal Affairs For Inquiries Call 780/427-7481	GTF-GTF-08524	\$12,837.00	\$12,837.00
<b>DEPOSIT TOTAL</b>				<b>\$12,837.00</b>

RECEIVED

JUN 30 2020

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<b>VENDOR</b>		<b>VENDOR ID</b>	<b>DATE ISSUED</b>	
SUMMER VILLAGE OF YELLOWSTONE		0000006848	03-Jul-2020	
<b>DEPOSITED AT BANK:</b> 021908989		<b>DEPOSIT NO</b>	<b>DATE</b>	<b>AMOUNT</b>
<b>BRANCH:</b> 08989	<b>ACCOUNT:</b> 108747924	0068741254	07-Jul-2020	\$442.00
			<b>TOTAL</b>	<b>\$442.00</b>
<p>PAYMTE E D 00065                  SUMMER VILLAGE OF YELLOWSTONE                  PO BOX 8                  ALBERTA BEACH AB                  CAN T0E 0A0</p> 				

<b>DEPOSIT NO:</b> 0068741254		<b>DEPOSIT DATE:</b> 07-Jul-2020		
<b>VOUCHER</b>	<b>DESCRIPTION/REASON FOR PAYMENT</b>	<b>INVOICE/CREDIT NOTE</b>	<b>AMOUNT</b>	<b>SUB-TOTAL</b>
ET008229	FCSS JULY PAYMENT Total Payment From COMM & SOC SERV HEAD QUARTERS For Inquiries Call 825/468-4314	095261504FCSS070120	\$442.00	\$442.00
<b>DEPOSIT TOTAL</b>				<b>\$442.00</b>

**RECEIVED**  
JUL 09 2020

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

AR101410

Dear Chief Administrative Officers:

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

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

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

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

Sincerely,

Paul Wynnyk  
Deputy Minister

Attachment – Frequently Asked Questions

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# Municipal Governance

## During the COVID-19 Outbreak

Frequently Asked Questions – June 19, 2020

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

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

### Municipal Affairs Updates

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

## Public Health Emergency

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

### Municipal Advisory Services

If you have further questions, please call:

780-427-2225 or toll-free by first dialing  
310-0000 or email [ma.lqsmail@gov.ab.ca](mailto:ma.lqsmail@gov.ab.ca)

## Taxis, Limos and Rideshares

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

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

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

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

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



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SV Yellowstone DO report June/July 2020

Another busy month for Yellowstone. Phone calls about purchasing the lot on 6<sup>th</sup> Street have taken a lot of time in the past couple of months. I have had 2 different parties that I have answered questions to let them know what can be built and what can't be done on that particular lot.

I have done follow ups on some of the lots that I sent letter to regarding unsightly yards. I am keeping an eye on a couple of lots that are on the edge of being unsightly as well. I had an email complaining about lots 617 & 620 6<sup>th</sup> Street. Did an inspection and don't feel that they are considered unsightly. Will keep an eye on those 2 as well.

I met with the landowner of the new home on 4<sup>th</sup> Street regarding the landscaping and drainage that will be needed to make sure no water drains onto the road or adjacent properties.

There were permits issued for the demolition of cabin and rebuild of new home and garage on the property on 2<sup>nd</sup> Street.

Respectfully submitted by:

Diane Burtnick  
Development Officer

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