

SUMMER VILLAGE OF MEWATHA BEACH
AGENDA
REGULAR MEETING
May 27, 2023
Millview Recreation Complex, Boyle – 10:30 am

CALL TO ORDER

ADOPTION OF AGENDA

- Additions
- Deletions

Motion to approve

DELEGATIONS

ADOPTION OF MINUTES

- Regular Meeting April 22, 2023 - *Motion to approve or amend*

FINANCE

- Financial reports May 24, 2023 - *Motion to accept as information*

BYLAWS/POLICIES

- Policy 03-2021 Reserve Land Policy – *Discussion and amendments if required*
- Bylaw 01-23 Procedural Bylaw – *Motion for 2nd Reading or amendments*
- Bylaw 02-22 Land Use Bylaw – *Discussion and possible 1st Reading*

BUSINESS ARISING

- Roads
- Maintenance

NEW BUSINESS

- Recreation Society Request
- Athabasca PRAAC Donation Request

CORRESPONDENCE

CLOSED SESSION

- CAO Recruitment Ad and Job Description – FOIP Section 17

NEXT REGULAR MEETING – TBD

ADJOURNMENT

**SUMMER VILLAGE OF MEWATHA BEACH
REGULAR COUNCIL MEETING
MINUTES
Saturday, April 22, 2023**

The regular meeting of the council of the Summer Village of Mewatha Beach was held at the Boyle Curling Rink on Saturday, April 22, 2023, beginning at 10:30 am.

IN ATTENDANCE

Mayor	Barry Walker
Deputy Mayor	Guy White
Councillor	Dennis Tomuschat
Administrator	Kim Bancroft

Members of the Public Approximately 4

Delegation None

CALL TO ORDER

Mayor Walker called the meeting to order at 10:30 am.

ADOPTION OF AGENDA

Res. 001-04-22-23

MOVED by Councillor Tomuschat that the agenda be adopted with the following additions;

- Signs
- Pier
- Resident Concern

CARRIED

APPROVAL OF MINUTES

Res. 002-04-22-23

MOVED by Councillor Tomuschat that the minutes from the regular meeting of February 11, 2023 be adopted as presented.

CARRIED

FINANCIAL REPORTS

Res. 003-04-22-23

MOVED by Deputy Mayor White that the Income Statement, Balance Sheet and Cheque log dated April 19, 2023 be accepted as information.

CARRIED

Res. 004-04-22-23

MOVED by Councillor Tomuschat that the 2023 Operating and Capital budgets be adopted as amended.

CARRIED

Res. 005-04-22-23 MOVED by Deputy Mayor White that the 2022 Audited Financial Statements be approved as presented.

CARRIED

BYLAWS

Res. 006-04-22-23 MOVED by Deputy Mayor White that Bylaw 02-23 (as amended), being a bylaw of the Summer Village of Mewatha Beach, to authorize the rates of taxation to be levied against assessable property for the 2023 Taxation Year be given first reading at this time.

CARRIED

Res. 007-04-22-23 MOVED by Councillor Tomuschat that Bylaw 02-23 (as amended), be given second reading at this time.

CARRIED

Res. 008-04-22-23 MOVED by Mayor Walker that Bylaw 02-23 (as amended), receive consent to be given third reading at this time.

CARRIED UNANIMOUSLY

Res. 009-04-22-23 MOVED by Councillor Tomuschat that Bylaw 02-23 (as amended), be given third reading and finally be passed at this time.

CARRIED

Res. 010-04-22-23 MOVED by Deputy Mayor White that Bylaw 01-23, being a bylaw in relation to the organizational and procedural matters of councils, councillors and council committees, be given first reading at this time.

CARRIED

BUSINESS

Res. 011-04-22-23 MOVED by Mayor Walker that the list of possible tree grants be accepted as information at this time.

CARRIED

Res. 012-04-22-23 MOVED by Deputy Mayor White that administration ask Fortis to do a check of the Summer Village and do any tree trimming that is required by Fortis as some trees are in the power lines.

CARRIED

Res. 013-04-22-23 MOVED by Deputy Mayor White that administration hire a company to trim the tree tops on the Southern side of Mewatha Drive.

CARRIED

CLOSED SESSION

Res. 014-04-22-23 MOVED by Councillor Tomuschat that council and administration move into closed session at 12:19 pm.

CARRIED

Council and Administration broke for a 10 minute comfort break.

Res. 015-04-22-23 MOVED by Mayor Walker that council and administration move out of closed session at 12:54 pm.

CARRIED

Res. 016-04-22-23 MOVED by Deputy Mayor White that administration write a letter to the Minister, as requested by the Greater North Foundation, opposing the request from the M.D. of Bonneyville to have the boundaries of the Foundation changed.

CARRIED

Res. 017-04-22-23 MOVED by Councillor Tomuschat that Council and administration attend the meeting requests issued by the Town of Boyle and the County of Athabasca, dates to be confirmed.

CARRIED

Res. 018-04-22-23 MOVED by Mayor Walker that council accept the resignation of CAO Bancroft effective December 31, 2023.

CARRIED

Res. 019-04-22-23 MOVED by Councillor Tomuschat that administration prepare a draft advertisement for the position of Chief Administrative Officer (CAO) for the Summer Village of Mewatha Beach.

CARRIED

COUNCIL REPORTS

DELEGATION

CORRESPONDANCE

CARRIED

NEXT MEETING

May 27, 2023 at 10:30 am. location TBC

ADJOURNMENT

Mayor Walker adjourned the meeting at 1:05 pm.

Mayor

Recording Secretary

Summer Village of Mewatha Beach

Comparative Gross Margin Income Statement

	Actual 01/01/2023 to 05/24/2023		Budget 01/01/2023 to 12/31/2023	Difference
OPERATING REVENUE				
REVENUE				
Taxes Residential	287,449.22		287,432.00	17.22
Taxes Power/Telephone/Gas	1,442.00		1,442.00	0.00
Total Taxes		288,891.22	288,874.00	17.22
Tax Penalties	774.09		3,570.00	-2,795.91
Total tax penalties and costs		774.09	3,570.00	-2,795.91
Franchise Fees	-	3,208.18	9,000.00	-5,791.82
FGTG - Federal Gas Tax Grant	0.00		0.00	0.00
AMIP grant	0.00		0.00	0.00
MDP Grant	0.00		0.00	0.00
MSI Operating Grant	0.00		15,418.00	-15,418.00
ACP Stormwater Mgmt Grant	0.00		0.00	0.00
Fortis Tree Grant	0.00		0.00	0.00
MSI Capital Grant	0.00		0.00	0.00
MOST Grant	0.00		0.00	0.00
MSP Grant	0.00		0.00	0.00
Total grants		0.00	15,418.00	-15,418.00
Bank Interest	3,937.16		3,000.00	937.16
Investment Income	0.00		0.00	0.00
AAMD & C'S Rebate	0.00		0.00	0.00
Tax and Compliance Certificates	100.00		600.00	-500.00
Inspections Group permits	0.00		1,000.00	-1,000.00
Development Permits	0.00		300.00	-300.00
Own Sources	0.00		0.00	0.00
Total General Revenue		4,037.16	4,900.00	-862.84
Reserves Transfer to General	0.00		0.00	0.00
Greater North transfer	0.00		0.00	0.00
Total Reserve/Surplus Excess		0.00	0.00	0.00
TOTAL REVENUE		<u>296,910.65</u>	<u>321,762.00</u>	-24,851.35
TOTAL OPERATING REVENUE		<u>296,910.65</u>	<u>321,762.00</u>	-24,851.35
GROSS MARGIN		<u>296,910.65</u>	<u>321,762.00</u>	-24,851.35
OPERATING EXPENSE				
EXPENSES				
ASFF - Basic Requisition	37,355.05		147,551.00	-110,195....
GNF Mgmt Board - Seniors Lodge	7,465.16		6,313.00	1,152.16
Total School/GNF Requisitions		44,820.21	153,864.00	-109,043....
Council honorarium	280.00		6,000.00	-5,720.00
Honorarium	0.00		0.00	0.00
Total Council Fees		280.00	6,000.00	-5,720.00
Council expenses	177.28		1,000.00	-822.72
Total Council Travel		177.28	1,000.00	-822.72
Administrator Salary	8,876.00		26,628.00	-17,752.00
Amortization - Administration	0.00		0.00	0.00
Administrator Travel Expense	163.48		1,200.00	-1,036.52
Worker's Compensation	430.16		560.00	-129.84
Total Administrator Expense		9,469.64	28,388.00	-18,918.36
Memberships	975.00		1,087.00	-112.00
Printing	0.00		600.00	-600.00
Advertising/Pubs	0.00		0.00	0.00
Rent - Administration Office	1,960.32		5,881.00	-3,920.68
Postage and freight	0.00		700.00	-700.00
Telephone	200.00		600.00	-400.00
Insurance	0.00		4,600.00	-4,600.00
Auditor	4,200.00		4,600.00	-400.00
Assessment Services	3,943.00		6,936.00	-2,993.00

Printed On: 05/24/2023

Summer Village of Mewatha Beach

Comparative Gross Margin Income Statement

	Actual 01/01/2023 to 05/24/2023	Budget 01/01/2023 to 12/31/2023	Difference
Conference/Seminars/Meetings	0.00	820.00	-820.00
Miscellaneous Services	0.00	200.00	-200.00
Website	259.87	600.00	-340.13
Annual Meeting	0.00	0.00	0.00
Election/By-election	0.00	0.00	0.00
Appeal Board Hearings	0.00	0.00	0.00
Legal Fees and Related Costs	0.00	2,500.00	-2,500.00
Planning and Development	0.00	0.00	0.00
Tax Discounts	115.37	120.00	-4.63
Office Supplies	131.98	600.00	-468.02
Bank Charges	319.47	1,060.00	-740.53
LOAN	0.00	0.00	0.00
Planning and Development	0.00	4,000.00	-4,000.00
Pumphouse Removal	0.00	0.00	0.00
Total Admin Accounts	12,105.01	34,904.00	-22,798.99
Fire Protection Agreement	0.00	9,996.00	-9,996.00
Policing - Provincial	6,515.00	6,515.00	0.00
Bylaw Enforcement - Athabasca ...	0.00	3,000.00	-3,000.00
Bylaw Enforcement	0.00	0.00	0.00
Ambulance Agreement	0.00	0.00	0.00
GNF Seniors capital expense	0.00	3,500.00	-3,500.00
Amortization - Roads	0.00	0.00	0.00
Roads - Upgrade	0.00	0.00	0.00
Roads - Winter maintenance	5,939.75	10,000.00	-4,060.25
Roads - Summer maintenance	0.00	6,000.00	-6,000.00
Total Road Expense	5,939.75	16,000.00	-10,060.25
Landfill/Lagoon Agreement	11,137.45	28,000.00	-16,862.55
Family & Community Support Se...	2,215.00	2,177.00	38.00
Recreation - Family Picnic	0.00	0.00	0.00
Amortization - Recreation	0.00	0.00	0.00
Recreation - Salary	0.00	1,000.00	-1,000.00
Recreation Maintenance	0.00	7,000.00	-7,000.00
Grass mowing	0.00	10,400.00	-10,400.00
Recreation - travel	0.00	0.00	0.00
Recreation - Materials & Supplies	0.00	1,530.00	-1,530.00
Recreation - trees	0.00	7,650.00	-7,650.00
Culture - Northern Lights Library	838.98	839.00	-0.02
Donations	0.00	0.00	0.00
Total Recreation & Culture	838.98	28,419.00	-27,580.02
Transfer to Reserves	0.00	0.00	0.00
Total Excess Collect/Reserves	0.00	0.00	0.00
Close To surplus	0.00	0.00	0.00
MSI - Trail Building	0.00	0.00	0.00
MSI - Boat Launch	0.00	0.00	0.00
Fortis Tree Grant Proect	0.00	0.00	0.00
MSI Capital Project - Roads	0.00	0.00	0.00
ACP Stormwater Mgmt Plan	11,661.00	0.00	11,661.00
MSI - Beach Upgrades	0.00	0.00	0.00
TOTAL EXPENSES	105,159.32	321,763.00	-216,603....
TOTAL OPERATING EXPENSE	105,159.32	321,763.00	-216,603....
INCOME FROM OPERATIONS	191,751.33	-1.00	191,752.33
NET INCOME	191,751.33	-1.00	191,752.33

Summer Village of Mewatha Beach

Balance Sheet As at 05/24/2023

ASSET

ASSETS

Bank ATB Chequing	78,062.39	
Bank ATB Savings	231,626.25	
GIC	8,293.02	
GIC	20,281.04	
GIC	6,885.31	
GIC	154,866.70	
T-Bill	22,945.83	
Total Bank/GICs/C.O.H		522,960.54
Taxes Receivable	277,667.81	
Taxes Receivable - 2011	0.00	
Taxes Receivable - 2015	0.00	
Taxes Receivable - 2014	0.00	
Taxes Receivable - 2016	0.00	
Other Receivables	728.44	
Total Taxes Receivable		278,396.25
Accounts receivable - GST		2,666.31
Government Transfers Receiv - ...		61,249.00
Government Transfers Receiv - ...		311,668.00
Government Transfers Receiv - ...		0.00
Government Transfers Receiv - ...		0.00
Machinery & Equipment	25,783.97	
Land Improvements	94,775.55	
Land Improvements - acc amorti...	-6,364.11	
Land	1,118,100.00	
Roads - Engineering Structures	893,975.83	
Roads acc amortization	-535,625.53	
Recreation - Buildings	29,368.66	
Buildings acc amortization	-7,536.39	
Recreation - Machinery & Equip	54,480.45	
Machinery acc amortization	-39,566.83	
Work In Progress	0.00	
Total Fixed Assets		1,627,391.60
Accrued Interest	1,280.59	
Restricted Interest - Restricted	0.00	
Prepaid Insurance	2,604.18	
Total Accrued/Prepaid		3,884.77
Close to Surplus		0.00
TOTAL ASSETS		2,808,216.47

TOTAL ASSET

2,808,216.47

LIABILITY

LIABILITIES

Accounts Payable - Levy	0.00	
Accounts Payable General	24,775.24	
Total Accounts Payable		24,775.24
Prepaid Taxes		5,860.84
Lagoon Loan		0.00
Deferred Revenue - GTF		63,422.36
Deferred Revenue - MSI Capital		433,739.00
Deferred Revenue - MDP		5,307.16
Deferred Revenue - MSP		0.00
Deferred Revenue - MOST		0.00
Deferred Revenue - Fortis Tree ...		0.00
Deferred Revenue - ACP Drainage		111,104.16
Deferred Revenue - Greater North		10,499.51
TOTAL LIABILITIES		654,708.27

TOTAL LIABILITY

654,708.27

Printed On: 05/24/2023

Summer Village of Mewatha Beach

Balance Sheet As at 05/24/2023

EQUITY

Equity and Surplus	
Equity In fixed Assets	1,571,800.90
Equity - Purchase of TCA	114,779.59
Equity - Current Amort of TCA	-61,566.63
Surplus	337,517.10
Current Earnings	190,977.24
TOTAL EQUITY/SURPLUS	<u>2,153,508.20</u>
TOTAL EQUITY	<u>2,153,508.20</u>
LIABILITIES AND EQUITY	<u><u>2,808,216.47</u></u>

Summer Village of Mewatha Beach

Cheque Log for 1011 Bank ATB Chequing from 04/20/2023 to 05/24/2023

Cheque No.	Cheque Date	Payee	Amount
4100	04/30/2023	Kim Bancroft	3,308.47
4103	04/22/2023	MPE Engineering	1,887.38
4104	04/22/2023	Green Cut Group	1,389.47
4105	04/22/2023	Municipal Assessment Serv...	1,617.00
4106	04/22/2023	Boyle Curling Club	68.25
4107	05/01/2023	Barry Walker	583.00
4108	05/01/2023	Greater North Foundation	7,465.16
4109	05/02/2023	Seniuk & Company	4,410.00
4110	05/02/2023	Kim Bancroft	6,317.85
4111	05/02/2023	Fast Signs	11,922.72
4112	05/09/2023	MPE Engineering	2,727.90
4113	05/09/2023	Village of Boyle	105.00

SUMMER VILLAGE OF MEWATHA BEACH

Policy # 03-2021

BEING A POLICY FOR THE USE OF THE RESERVE LANDS IN THE SUMMER VILLAGE OF MEWATHA BEACH

PURPOSE:

The purpose of this policy is to regulate the use of the municipal reserves within the summer village.

POLICY STATEMENTS

1. The municipal reserve with access off of Park Lane shall be used for day use parking only.
2. The gate to MR4 reserve will be open for two weeks in the spring beginning one week before the long weekend in May and ending one week after the long weekend in May. It will also be open for 2 weeks at the end of summer beginning one week prior to the September long weekend and ending one week after the September long weekend. This will allow residents to move their docks and lifts on and off of the reserve area for the summer.
3. Reserves that are accessible from the beach may be used for parking of docks and lifts, only if they have a summer village tag on them and only for the winter months between mid September and mid May. These must be kept in an orderly fashion and not block the beach. A liability waiver must be signed and tags requested from the office. The Summer Village does not accept any liability for the damage or theft of any items stored on the reserve land. Items stored without a tag may be removed by the summer village and costs will be charged to the property owner.

BYLAW 01-23
SUMMER VILLAGE OF MEWATHA BEACH

**A BYLAW OF THE SUMMER VILLAGE OF MEWATHA BEACH, IN THE PROVINCE OF
ALBERTA, IN RELATION TO THE ORGANIZATIONAL AND PROCEDURAL MATTERS OF
COUNCILS, COUNCILLORS AND COUNCIL COMMITTEES**

WHEREAS Section 145 (b) of the *Municipal Government Act*, RSA 2000, Chapter M-26, provides that Council shall by bylaw make rules for calling meetings and governing its proceedings, the conduct of its members, the appointment of committees, and for the transaction of its business; and

WHEREAS the *Municipal Government Act*, RSA 2000, Chapter M-26 provides that Council may establish committees to consider matters referred to them by Council, may appoint the members of such committees and may require reports of the findings or recommendations of the committees;

NOW THEREFORE, the Council of the Summer Village of Mewatha Beach enacts as follows:

1.0 SHORT TITLE

1.1. This bylaw is called **"The Procedural Bylaw"**.

2.0 DEFINITIONS

In this bylaw:

2.1 **"Act"** means the *Municipal Government Act*, RSA 2000, Chapter M-26.

2.2 **"Business Day"** means a day on which the municipal offices are open for business.

2.3 **"CAO"** means the Chief Administrative Officer for the municipality or his/her designate.

2.4 **"Chair"** means the Mayor, Deputy Mayor or presiding officer who presides over Council and/or committee meetings.

2.5 **"CEO"** (Chief Elected Officer) means the Mayor.

2.6 **"Committee of the Whole"** means a committee of the whole Council where no bylaw or resolution, apart from the resolution necessary to revert back to an open meeting may be passed.

2.7 **"Council"** means the duly elected Mayor and Council of the Summer Village of Mewatha Beach for the time elected pursuant to the provisions of the Local Authorities Election Act and the Municipal Government Act whose term is unexpired, who have not resigned and who continue to be eligible to hold office under the terms of the related provincial statutes.

2.8 **"Council Committee"** means a committee appointed by Council under section 146 of the *Municipal Government Act*, RSA 2000, Chapter M-26 to provide advice and make recommendations to Council.

- 2.9 ***“Electronic Meeting”*** is a meeting held in two or more places with the participants using electronic means of communication.
- 2.10 ***“Emergent items”*** shall be considered as those items of an emergency nature that cannot be left until the next meeting or require immediate attention. When the nature of an emergent item is in question, its acceptance for the agenda shall be determined by a unanimous vote of Council.
- 2.11 ***“Freedom of Information and Protection of Privacy Act”*** or ***“FOIP”*** means the *Freedom of Information and Protection of Privacy Act*, RSA 2000, Chapter F-25, as amended or legislation substituted therefore.
- 2.12 ***“In Camera”*** means at a meeting closed to the public to discuss Labor, Land or Legal. No motions may be made or passed at such a meeting.
- 2.13 ***“Mayor”*** is the member of council duly appointed to office pursuant to section 150 (2) of the Municipal Government Act
- 2.14 ***“Meeting”*** means duly constituted regular or special open meetings of Council where bylaws and resolutions are formally ratified.
- 2.15 ***“Member”*** means a member of Council, duly elected and continuing to hold office.
- 2.16 ***“Municipal Government Act”*** means the *Municipal Government Act* RSA 2000, chapter M-26.1 of the Statutes of Alberta as amended or legislation substituted therefore.
- 2.17 ***“Motion”*** means a formal proposal by a member of Council in a meeting, that the group take certain action.
- 2.18 ***“Notice of Motion”*** is the means by which a Member of Council brings business before Council.
- 2.19 ***“Person”*** means a reference in discourse to the speaker, the person spoken to, or another person capable of having legal rights and duties.
- 2.20 ***“Point of Order”*** means a demand that the Chair enforce the rules of procedures.
- 2.21 ***“Point of Privilege”*** means a request made to the Chair or Council on any matter related to the rights and privileges of Council or individual Councilors and includes the:
- 2.21.1 Organization and existence of Council,
 - 2.21.2 Comfort of members,
 - 2.21.3 Conduct of employees or members of the public in attendance at the meeting.

- 2.22 "Presentation"** means any person or persons that have the permission of Council to appear before Council or a committee of Council to provide pertinent information and views about the subject before Council or Council committee.
- 2.23 "Postpone"** means to delay the consideration of any matter to a definite time when further information is to be available.
- 2.24 "Public Hearing"** is a Meeting:
- 2.24.1 To hear matters pursuant to the *Municipal Government Act*; or
 - 2.24.2 Other matters which Council directs be considered at a Public Hearing.
- 2.25 "Quorum"** as outlined in the *Municipal Government Act* is the majority of all the Councilors that comprise the Council.
- 2.26 "Summer Village"** means the Summer Village of Mewatha Beach a municipal corporation of the Province of Alberta and includes the area contained within the boundaries of the Summer Village of Mewatha Beach.
- 2.27 "Special Resolution"** means a resolution passed by two-thirds majority of all members.
- 2.28 "Table"** means a motion to delay consideration of any matter during the same meeting.

3.0 STRUCTURE OF COUNCIL

- 3.1** The Council of the Summer Village of Mewatha Beach shall consist of three (3) Members of Council, with one (1) being the Mayor, one (1) being the Deputy Mayor, and the remaining member a councillor.
- 3.2** All 3 members of Council shall be elected by a vote of all eligible voters of the Summer Village of Mewatha Beach.
- 3.3** The Chief Elected Official shall be designated annually at the Organizational Meeting and addressed as Mayor.
- 3.4** The Deputy Mayor shall be designated annually at the Organizational Meeting and addressed as Deputy Mayor.
- 3.5** Councilors shall be addressed as Councillor.
- 3.6** The Mayor may, at the discretion of the Mayor, permit the Deputy Mayor as per the Organizational Meeting; to chair a meeting of Council when the Mayor is in attendance.
- 3.7** The Mayor may, at the discretion of the Mayor, be an ad-hoc member of all Council committees and all bodies to which Council has the right to appoint members under the *Municipal Government Act*.

3.8 Seating of Councilors shall be as determined by the Mayor.

4.0 APPLICATION

The following rules shall be observed and shall be the rules and regulation for the order and conduct of business in all regular and special meetings of Council and its committees, all In Camera meetings.

5.0 SEVERABILITY

If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

6.0 MEETINGS AND PROCEEDINGS

This bylaw covers the following areas:

- 6.1** Rules of Order
- 6.2** Conduct
- 6.3** Pecuniary Interest
- 6.4** Agendas
- 6.5** Notice of Meeting
- 6.6** Meeting Etiquette
- 6.7** Regular, Special, Organizational and Committee meetings
- 6.8** Order of Business
- 6.9** Presentations
- 6.10** Public Hearings
- 6.11** In Camera Meetings
- 6.12** Rights in Debate
- 6.13** Motions
- 6.14** Voting
- 6.15** Bylaws, Resolutions and Policies
- 6.16** Minutes
- 6.17** Spokespersons

6.1. Rules of Order:

- 6.1.1. All meetings of Council will follow the provisions of this Procedural Bylaw and will be carried out using the provisions of the *Municipal Government Act* and Roberts Rules of Order.
- 6.1.2. The conduct of all Summer Village of MEWATHA BEACH business is controlled by the general will of the Council and committee members – the right of the majority to decide, accompanied by the right of the minority to require the majority to decide only after a full and fair deliberation, in a constructive and democratic manner, of the issues involved.
- 6.1.3. At no time is it intended that undue strictness of adherence to the rules of order intimidate members or limit full participation.
- 6.1.4. All remarks must be directed to the Chair and be courteous.

- 6.1.5. Individuals who arrive late for meetings shall not have prior discussion reviewed for them except with the unanimous consent of all members present.
- 6.1.6. Quorum
 - 6.1.6.1. A quorum of Council meetings will be a simple majority of Council.
 - 6.1.6.2. A wait of twenty (20) minutes will be allowed to establish a quorum.

6.2 Conduct of Members of the Summer Village of Mewatha Beach Council

- 6.2.1 Councilors and committee members shall carry out required duties to the best of their ability, be accountable for their decisions and actions, and strive to create a courteous, respectful atmosphere.
- 6.2.2 The presiding Chair shall maintain order and decorum at all Council meetings, and rule on points of order.
- 6.2.3 The presiding Chair shall encourage questions, treating them impartially, with sound judgment.
- 6.2.4 No speaker shall be interrupted by private conversations or comments.
- 6.2.5 No member of the Summer Village of Mewatha Beach Council may give specific direction to any staff member at any committee meeting; any direction shall come from the full Council at a duly assembled meeting, as delegated to the CAO or designate.
- 6.2.6 Any member of Council or the public shall not speak on a matter not before the meeting and shall not shout, use profane, vulgar or offensive language.
- 6.2.7 Members of Council and the public shall not make public personal comments about any staff or Council members.
- 6.2.8 Any member of the public who, while in the Council Chamber, interrupts and disturbs the proceedings of Council by words or actions shall be asked to leave by the presiding Chair. If the member refuses, the meeting shall be adjourned until the matter is resolved to the satisfaction of the Chair.

6.3 Pecuniary Interest

- 6.3.1 Anyone with a pecuniary interest as defined in Section 169 of the *Municipal Government Act* shall declare that interest and shall not participate in any debate or decision concerning the matter. Such pecuniary interest shall be recorded in the minutes.

6.4 Agendas

- 6.4.1 The CAO or designate shall be responsible for preparing meeting agendas, including input from members of Council, Summer Village of Mewatha Beach staff, and other participants as required.
- 6.4.2 An agenda may be amended by agreement of the whole Council or committee at the start of any meeting.
- 6.4.3 Meeting agendas shall be made available at least three business days prior to the time of the meeting.
- 6.4.4 Agenda items and applications from delegations shall be accepted up to one week prior to the meeting and approved at the discretion of the Mayor or designate.
- 6.4.5 Council must vote to adopt the Agenda prior to transacting other business and may: add new items, and delete any items from the agenda.

6.5 Notice of Meeting

- 6.5.1 Regular Council meetings: Notice to the members of Summer Village of Mewatha Beach Council and the public will be provided on the Summer Village of Mewatha Beach website.
- 6.5.2 Special Council meetings shall be called in accordance with Section 194 of the *Municipal Government Act*.
- 6.5.3 Notice of committee meetings shall be given to participants and the public at least one business day in advance.

6.6 Meeting Etiquette

- 6.6.1 Accepted conventions of meeting protocol shall be used to facilitate respect, orderly progression, and attentiveness.
- 6.6.2 The designated Chair shall start the meeting on time; explanation of a late start shall be included in the minutes.
- 6.6.3 Speakers shall raise their hands to be recognized by the Chair and shall then have the floor.
- 6.6.4 Respect for all participants and guests shall be shown at all times, there shall be no side comments or private conversations.
- 6.6.5 When addressing any participants in a meeting, the use of official titles is required. (e.g. Councilor Miller, Mrs. Whalen or Mr. Brown).
- 6.6.6 Active participation is expected, with the intent of arriving at the best solutions for the Summer Village of Mewatha Beach.
- 6.6.7 The next meeting must be scheduled (date, time, and location).
- 6.6.8 The meeting must be formally adjourned by the presiding Chair.

6.7 Regular, Special, Organizational and Council Committee Meetings

- 6.7.1 All Summer Village of Mewatha Beach meetings shall be open to the public, except for any In Camera portions.
- 6.7.2 All Council and committee meetings shall be held in accordance with the provisions of the *Municipal Government Act*.
 - 6.7.2.1 The CAO or designate shall record the minutes of all Council and committee meetings and provide the required written reports of committee activities to the next regular Council meeting.
- 6.7.3 Council shall hold its regular meetings as required to adequately deal with the business of the Summer Village of Mewatha Beach, either at the Senior Center in Boyle, online via Zoom Videoconferencing, or at an alternate location if neither of those are available.
- 6.7.4 No council meetings shall be held on Federal or Provincial holidays.
- 6.7.5 Special Council meetings shall be called in accordance with the *Municipal Government Act*.
- 6.7.6 Council may establish Council committees and other bodies as necessary under the *Municipal Government Act* and shall determine Terms of Reference for each.
- 6.7.7 Committee members shall be appointed annually by Council at the annual organizational meeting.
- 6.7.8 Each committee is responsible for reviewing and making recommendations to Council on all bylaws and policies dealing with subject matter germane to that committee.
- 6.7.9 Each committee is responsible for reviewing from time to time its Terms of Reference.

- 6.7.10 Committee meetings shall set date, time and location.
- 6.7.11 Committees may pass no resolutions other than a motion to report to or make recommendations to Council.
- 6.7.12 No committee has the power to pledge the credit of the municipality or commit the municipality to any particular action.
- 6.7.13 Meetings should not exceed 2 hours in length.
- 6.7.14 The annual Organizational Meeting must be held at a designated time in accordance with the *Municipal Government Act*.
- 6.7.15 When two (2) or more elected officials participate in Council or committee meetings through an electronic device or other communication facilities, that meeting will be deemed to be a meeting through electronic communication or as per the *Municipal Government Act*.
- 6.7.16 In any case where a member of a committee is absent from the Summer Village of Mewatha Beach or is otherwise unable to attend meetings of the committee of which he/she is a member, the Mayor may temporarily appoint a member to that committee, with such appointment being restricted to one meeting unless authorized by Council.

6.8 Order of Business

Council and Summer Village of Mewatha Beach committees shall use the following order of business unless changed by unanimous consent. Council will address confidential (in camera) items where possible at the monthly Committee of the Whole meeting. The order of business established in this section shall apply unless altered by the presiding officer with no objection from members, or otherwise determined by a majority vote of the members present, and the vote upon a matter of priority of business shall be decided without debate.

Councilors shall provide verbal or written committee reports at the next Council meeting following a committee meeting.

6.9 Agenda Template

The following is the template that will be used for all Council meeting agendas:

- (1) Call to Order
- (2) Adoption of Agenda
- (3) Adoption of Minutes
- (4) Public Hearings
- (5) Delegations
- (6) Old Business
- (7) New Business
- (8) Councilor Reports
- (9) CAO Reports
- (10) Bylaws
- (11) Correspondence
- (12) Tabled Items
- (13) In Camera

(14) Adjournment

6.10 Public Hearing Procedures

- 6.10.1 The Mayor or designate declares the Public Hearing open and states that the Hearing is held pursuant to the relevant section of the *Municipal Government Act*, 2000, as amended.
- 6.10.2 The Mayor requests the CAO to confirm:
 - 6.10.2.1 What the purpose of the Public Hearing is
 - 6.10.2.2 That the Public Hearing notice was advertised in the local newspaper.
 - 6.10.2.3 That any written submissions received and not included in the Public Hearing agenda package are read into the record.
- 6.10.3 The Mayor or designate states that all persons giving oral presentations are to clearly state their name and that presentations are to be brief and to the point.
- 6.10.4 The order for the Public Hearing presentation will be:
 - 6.10.4.1 Administrative staff
 - 6.10.4.2 Those in favor
 - 6.10.4.3 Those opposed
 - 6.10.4.4 Any other person deemed to be affected and wishes to be heard
- 6.10.5 The Mayor or designate may allow questions from members of Council after each presentation.
- 6.10.6 The Mayor or designate may allow a concluding statement from those who have made a presentation.
- 6.10.7 After all presentations are made the Mayor or designate will declare the Public Hearing Closed.

6.11 In Camera

- 6.11.1 Any "In Camera" items are approved by the Mayor and CAO in accordance with the provisions of the *Municipal Government Act* the *Freedom of Information and Protection of Privacy Act*.
- 6.11.2 The "In Camera" portion of the agenda will be distributed to members of Council and other essential persons at a Council meeting and returned to the CAO prior to the "In Camera" portion being closed.
- 6.11.3 In accordance with the *Municipal Government Act*, Section 153 and the *Freedom of Information and Protection of Privacy Act*, all members are required to keep in confidence matters discussed In Camera until the item is discussed at a meeting held in public.
- 6.11.4 In accordance with the *Municipal Government Act*, Section 197, when a council or council committee returns to regular session, the minutes of the meeting must record the names of those persons and the reasons for allowing them to attend the in-camera session.
- 6.11.5 In Camera meeting is closed to all members of the public and staff, except at the discretion of Council.
- 6.11.6 Under the *Freedom of Information and Protection of Privacy Act*, Boards may close all or part of their meetings in accordance with the *Municipal Government Act*.
- 6.11.7 Any meeting of Council will go In Camera by motion and the times going in and coming out of camera shall be recorded in the minutes.
- 6.11.8 Council shall not pass resolutions or bylaws during "In Camera" meetings. Any decisions reached by consensus during the "In Camera" meeting must be passed as motions when the regular meeting resumes.
- 6.11.9 No record of discussion taking place In Camera will be kept.

6.12 Rights in Debate

- 6.12.1 Debate shall follow Roberts Rules of Order

6.13 Motions

- 6.13.1 Motions shall be made according to Robert Rules of Order
- 6.13.2 Where the Summer Village of Mewatha Beach has a contractual liability or obligation, Council shall not reconsider, vary, revoke, or replace any motion except to the extent that it does not avoid or interfere with such liability or obligation.
- 6.13.3 The following motions are not debatable by members:
 - 6.13.3.1 Adjournment
 - 6.13.3.2 To take a recess
 - 6.13.3.3 Question of privilege
 - 6.13.3.4 Point of order
 - 6.13.3.5 To limit debate on a matter before members
- 6.13.4 A Point of Privilege pertains to noise, personal comfort, etc. and should only interrupt discussion if unavoidable.
- 6.13.5 A Parliamentary Inquiry is a query as to the correct motion, to accomplish a desired result, or to raise a Point of Order.
- 6.13.6 A Point of Information generally applies to a question asked of the speaker
- 6.13.7 Point of Order refers to an infraction of the rules or improper decorum in speaking and must be raised as soon as the error is made.
- 6.13.8 To Amend is to insert or strike out words or paragraphs or substitute whole paragraphs or resolutions; this motion may be made by any member. There will be no more than two (2) amending motions on the table at any one time.
- 6.13.9 Amendments shall be voted on in reverse order to that in which they are moved, and all amendments shall be decided on or withdrawn before the original motion is put to a vote.
- 6.13.10 To Withdraw or Modify a Motion can be done only after a motion is stated; mover can accept an amendment without obtaining the floor.
- 6.13.11 To Refer is to state which committee or administration sector is to receive the motion for research/further information, and shall include terms, timelines, and necessary explanations.
- 6.13.12 To Limit Debate is to close debate at a set time or limit it to a set period.
- 6.13.13 To Postpone is to state the time the motion or agenda item will be resumed (usually the next regular meeting) and must be passed by a majority of members present. It shall appear on the agenda for the meeting date specified as an item of unfinished business.
- 6.13.14 To Table is to temporarily set aside an issue and bring it back at the same meeting.
- 6.13.15 To Reconsider can be made only by an individual on the prevailing side who has changed position or view.
- 6.13.16 To Appeal the Decision of the Chair is an appeal which the assembly must decide and must be made before other business is resumed; NOT debatable if it relates to decorum, violation of rules, or order of business.
- 6.13.17 To Suspend the Rules allows a violation of the assembly's own rules; the object of the suspension must be specified.
- 6.13.18 A Motion to Adjourn is not subject to debate and will be voted on immediately.

6.14 Voting

- 6.14.1 Voting shall be made in accordance to Robert's Rules of Order.

6.15 Bylaws, Resolutions and Policies

- 6.15.1 Bylaws and resolutions shall be created and dealt with according to the provisions of the *Municipal Government Act* and Roberts Rules of Order.
- 6.15.2 Draft policies shall be prepared at the request of Council or a committee by the appropriate committee or staff and shall be reviewed by the appropriate committee before being presented for approval. Copies of the drafts shall be included in the agenda packages according to Summer Village of Mewatha Beach procedure.
- 6.15.3 Policies shall be presented for discussion, and passed by simple majority, and shall come into effect as soon as they are passed unless they contain a deferred implementation.

6.16 Minutes

- 6.16.1 Minutes of all proceedings of regular and special Council and committee meetings shall be recorded in accordance with the *Municipal Government Act*.

6.17 Spokespersons

- 6.17.1 The Mayor speaks for the Summer Village of Mewatha Beach unless that power is designated to another person, on a case-by-case basis only.
- 6.17.2 Individual Councilors or committee members have no authority to act outside established bylaws and policy.
- 6.17.3 Democratic process includes the right to debate, question, and discuss, but once a decision is made, that is the recognized decisions of Council.
- 6.17.4 Councilors and committee members should remember that advocacy and information for ratepayers are part of their responsibilities, but always within parameters set by Council decisions.
- 6.17.5 No special interests shall be promoted over the common interest.
- 6.17.6 Councilors and committee members who are approached about issues not covered by policy or bylaw shall bring such concerns to Council, and not attempt to resolve them; Council shall forward them to Administration or committee, as appropriate.

7.0 SEVERABILITY

If any section or sections of this Bylaw or parts thereof are found in any court or law to be illegal or beyond the power of Council to enact, such Section or Sections or parts thereof shall be deemed to be severable and all other Sections or parts of the Bylaw shall be deemed separate and independent therefrom and to be enacted as such.

8.0 RESCINDING

There is no prior Procedural Bylaw to rescind.

9.0 COMING INTO FORCE

This Bylaw shall come into effect upon the third and final reading and signing of this Bylaw

READ a first time this 22nd day of April 2023.

READ a second time ____ day of _____ 2023.

READ a third and final time this ____ day of _____ 2023.

Mayor,

SIGNED this ____ day of _____ 2023.

C.A.O.,

SCHEDULE "A"

Making a Presentation at a Council Meeting

Council encourages members of the public to express their views and concerns on municipal issues and believes that the procedures for public input should be fair to all those who attend Council meetings.

- (1) Any person wishing to appear before Council or to address an agenda item not designated as a public hearing shall provide written notice to the CAO no later than noon one week prior to the meeting date.
- (2) Approval of a presentation is subject to the Mayor's or designates discretion.
- (3) Any person or delegation addressing Council shall state name(s), address(es), and the purpose of the presentation, if requested by Council.
- (4) Presenters/delegates shall speak only on the matters for which they have submitted to Council and have been included on the agenda.
- (5) Presenter/delegates may be limited in the time they are permitted, but shall generally be allowed 5 minutes for presentation and discussion, which time can be extended or decreased at the discretion of Council.
- (6) Council may ask questions of the presenter/delegation which are relevant to the subject of the presentation.

Presenters/delegates shall respect the formal nature of the Council meeting and abide by the underlying parliamentary principles associated with dignity and decorum in public assemblies. Presenters/ delegates shall refrain from making negative references to any individual or group including but not limited to, members of Council, Summer Village of Mewatha Beach staff, boards or committees etc. and shall use polite and respectful language when addressing Council.

BYLAW 03-23

**SUMMER VILLAGE OF MEWATHA BEACH
A BYLAW TO ADOPT A LAND USE BYLAW**

WHEREAS a Land Use Bylaw has been prepared for the Summer Village of Mewatha Beach based on public input and studies of land use, development, and other relevant information; and,

WHEREAS the foresaid Land Use Bylaw describes the way in which the future development of the Summer Village of Island Lake may be carried out in an orderly and economic manner;

NOW THEREFORE the Council of the Summer Village of Mewatha Beach, in the Province of Alberta, duly assembled, enacts as follows:

1. That the Bylaw may be cited as the "Summer Village of Mewatha Beach Land Use Bylaw"
2. The Land Use Bylaw of the Summer Village of Mewatha Beach attached hereto as Schedule "A" to this Bylaw is hereby adopted.
3. Bylaw 01-08, being the previous Land Use Bylaw of the Summer Village of Mewatha Beach, is hereby repealed.
4. This Bylaw may be amended by Bylaw in accordance with the Municipal Government Act R.S.A. 2000, c.M-26, as amended.

This Bylaw comes into effect upon the date of the final reading thereof.

READ a first time this ____ day of _____ 2023

The Public Hearing was held on the ____ day of _____ 2023, at _____, _m.

READ a second time this ____ day of _____ 2023

READ a third time and passed this ____ day of _____ 2023

Mayor

Chief Administrative Officer



SUMMER VILLAGE OF MEWATHA BEACH

LAND USE BYLAW

DRAFT OCTOBER 2020

TABLE OF CONTENTS

1 INTERPRETATION	1
1.1 TITLE	1
1.2 REPEAL AND REPLACEMENT	1
1.3 ITEMS INCLUDED	1
1.4 HEADINGS	1
1.5 DEFINITIONS	1
2 DEVELOPMENT	9
2.1 DEVELOPMENT AUTHORITY	9
2.2 DUTIES OF THE DEVELOPMENT AUTHORITY	9
2.3 DEVELOPMENTS NOT REQUIRING A DEVELOPMENT PERMIT	9
2.4 DEVELOPMENTS REQUIRING A PERMIT	10
2.5 APPLICATION FOR DEVELOPMENT	10
2.6 DEVELOPMENT AUTHORITY REVIEW OF APPLICATION	13
2.7 VARIANCE POWERS	13
2.8 NOTICE OF COMPLETE OR INCOMPLETE APPLICATION	14
2.9 DECISION	14
2.10 DEVELOPMENT PERMITS AND PUBLIC NOTIFICATION	16
2.11 DEVELOPMENT AGREEMENT	17
2.12 DEVELOPMENT PERMIT FEES	17
3 SUBDIVISION	18
3.1 SUBDIVISION APPLICATION REQUIREMENTS	18
3.2 SUBDIVISION PROCESS	19
3.3 NOTICE OF COMPLETE OR INCOMPLETE SUBDIVISION APPLICATION	20
3.4 DUTIES OF THE SUBDIVISION AUTHORITY	20
3.5 SUBDIVISION REQUIREMENTS & CONDITIONS	21
4 SUBDIVISION AND DEVELOPMENT APPEALS	22
4.1 DEVELOPMENT APPEALS	22
4.2 SUBDIVISION APPEALS	23
4.3 APPEAL HEARINGS	23
4.4 APPEAL DECISION	24
5 GENERAL REGULATIONS	26
5.1 APPEARANCE OF BUILDINGS	26
5.2 ENGINEERING REQUIREMENTS AND OTHER REFERRALS	26
5.3 FENCES/WALLS/HEDGES/ENCLOSURES	26
5.4 GUEST HOUSES	27
5.5 KEEPING OF ANIMALS	27
5.6 MANUFACTURED HOMES	27
5.7 NON-CONFORMING BUILDINGS AND USES	28
5.8 NUISANCE	28
5.9 OBJECTS PROHIBITED OR RESTRICTED IN YARDS	28
5.10 PARKING AND ACCESS	28
5.11 POTABLE WATER SUPPLY	29
5.12 PRESERVATION AND ENHANCEMENT OF ENVIRONMENTAL QUALITY	29
5.13 RECREATIONAL VEHICLES	29
5.14 RELOCATION OF BUILDINGS	29
5.15 SITE CONDITIONS	29
5.16 SITE GRADING	30
5.17 WASTEWATER DISPOSAL	30

6 LAND USE DISTRICTS	31
6.1 ESTABLISHMENT OF LAND USE DISTRICTS	31
6.2 RESIDENTIAL DISTRICT – R1	32
6.3 PARKS AND RESERVES – P	34
7 LAND USE DISTRICT MAP	35

1 INTERPRETATION

1.1 TITLE

- 1 This Bylaw may be referred to as "The Summer Village of Mewatha Beach Land Use Bylaw," and may be referred to within as "the Land Use Bylaw" or "the Bylaw."

1.2 REPEAL AND REPLACEMENT

- 1 Bylaw 01-08 (the "previous Land Use Bylaw"), is hereby repealed in its entirety and replaced with this Bylaw. The provisions of this Bylaw come into effect upon enactment. No application for a development permit shall be evaluated under the previous Land Use Bylaw whether the application respecting same was received before the enactment of this Bylaw or not.

1.3 ITEMS INCLUDED

- 1 This Bylaw includes the text, figures, and the Land Use Districts Map in Section 7 contained herein.

1.4 HEADINGS

- 1 Headings and titles appearing in this Bylaw shall be deemed to form a part of the text of this Bylaw.

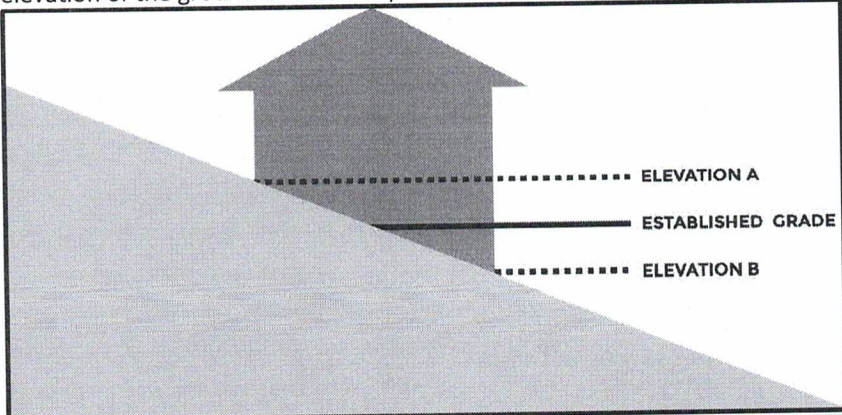
1.5 DEFINITIONS

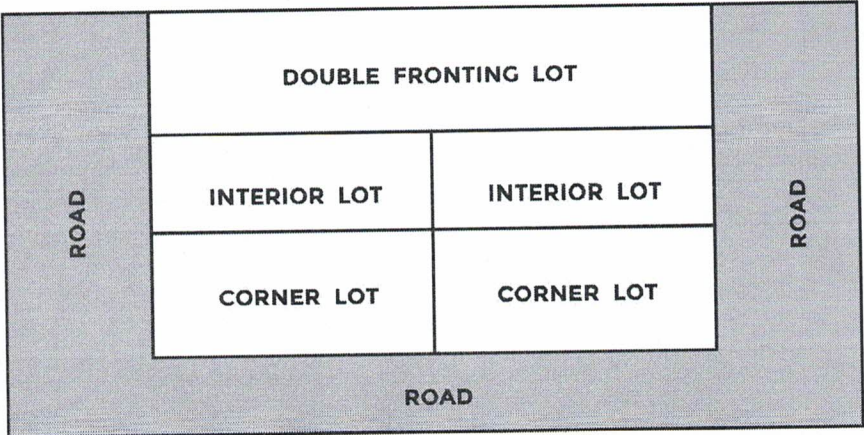
- 1 Words and phrases appearing in this Bylaw which are otherwise defined in the Act shall bear the meaning prescribed by the Act. Subject thereto, the following words shall bear the following meanings, unless the context requires otherwise, namely:

1.	ACCESSORY BUILDING	Mean a building or structure located on the same site as a principal building, which building is subordinate to and is of a type normally incidental to the principal building and the use of which building is subordinate to and is normally incidental to the use of the principal building.
2.	ACCESSORY USE	Means a use of land or a building which is subordinate to and is normally incidental to any use of land or use of the principal building lawfully occurring on a site.
3.	ACT (OR, THE ACT)	Means the <i>Municipal Government Act</i> , RSA 2000, Chapter M-26 and all amendments thereto and substitutions therefore.
4.	ADJACENT	Means land that is immediately contiguous to a site, or would be immediately contiguous to a site if not for a road, lane, walkway, watercourse, utility lot, pipeline right-of-way, power line, railway, or similar feature.

		<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;"> <p>RURAL AREA</p> </div> <div style="text-align: center;"> <p>HAMLET & MULTI-LOT RESIDENTIAL AREA</p> </div> </div> <div style="text-align: center; margin-top: 10px;"> Subject property Adjacent property </div>
5.	AGRICULTURAL OPERATION	Means an agricultural operation as defined in the <i>Agricultural Operation Practices Act</i> , R.S.A. 2000, c. A-7, as amended, and does not include cannabis production and distribution facilities.
6.	APPEAL	Means an appeal made to the Subdivision and Development Appeal Board.
7.	BOARD	Means the Subdivision and Development Appeal Board established by Bylaw 01-10, the Subdivision and Development Appeal Board Bylaw.
8.	BOATHOUSE	Means an accessory building that is close and accessible to the water, the purpose of which is the storage of boats and related equipment. A boat house is not considered a dwelling unit, and does not contain cooking, eating, living, sleeping, and sanitary facilities for domestic use.
9.	BUILDING HEIGHT	Means the vertical distance measured from the established grade (see: Established Grade) to the highest point of the roof. Building height does not include any accessory roof construction such as mechanical housing, elevator housing, roof stairway entrance, ventilating fan, skylight, flagpole, parapet wall, chimney, steeple, communication structures or similar feature not structurally essential to the building.
10.	CANNABIS	Means cannabis as defined in the <i>Cannabis Act</i> , S.C. 2018, c. 16, as amended, or replaced. Cannabis includes: <ol style="list-style-type: none"> a. any part of a cannabis plant, including the phytocannabinoids produced by, or found in, such a plant, regardless of whether that part has been processed or not;

		<ul style="list-style-type: none"> b. any substance or mixture of substances that contains or has on it any part of such a plant; and c. any substance that is identical to any phytocannabinoid produced by, or found in, such a plant, regardless of how the substance was obtained. <p>Cannabis does not include:</p> <ul style="list-style-type: none"> a. a non-viable seed of a cannabis plant; b. a mature stalk (without leaves, flowers, seeds, or branches) of a cannabis plant; c. fibre derived from a mature cannabis stalk as referred to above; d. the root or any part of the root of a cannabis plant; and e. industrial hemp.
11.	CANNABIS RETAIL SALES	Means a development used for the retail sales of cannabis that is authorized by provincial or federal legislation. This use may include retail sales of cannabis accessories, as defined in the <i>Cannabis Act</i> , S.C. 2018, c. 16, as amended or replaced. This use does not include cannabis production and distribution facilities.
12.	CANNABIS PRODUCTION AND DISTRIBUTION FACILITIES	Means a development used principally for one or more of the following activities relating to cannabis: <ul style="list-style-type: none"> a. the production, cultivation, and growth of cannabis; b. the processing of raw materials; c. the making, testing, manufacturing, assembling, or in any way altering the chemical or physical properties of semi-finished or finished cannabis goods or products; d. the storage or shipping of materials, goods, or products, or; e. the distribution and sales of materials, goods, and products to the Alberta Gaming, Liquor, and Cannabis Commission.
13.	CARPORT	Means an accessory building (which may or may not be attached to the principal building) used for parking not more than two private motor vehicles and which has not less than 40% of its total perimeter open and unobstructed.
14.	COMMERCIAL USE	Means a business through which products, services, or entertainment are available to consumers, whether the general public or other commercial establishments. Commercial use shall include: business services, drive-in businesses, retail stores, greenhouses, medical clinics, hotels, office uses, personal services, and uses where a residence is secondary to the principal commercial use.
15.	COUNCIL	Means the municipal council of the <i>Summer Village of Mewatha Beach</i> .
16.	DEVELOPMENT	Means development, as defined in the <i>Act</i> .
17.	DISCRETIONARY USE	Means a use of land or buildings in a Land Use District in respect of which a development permit may be issued at the discretion of the Development Authority, with or without conditions.
18.	DWELLING, ATTACHED	Means a dwelling containing two (2) or more dwelling units which share a common wall, and located side by side or above one another. Common types

		of attached dwelling developments include duplexes, row housing, and apartment buildings.
19.	DWELLING, SINGLE DETACHED	Means a building consisting of one (1) dwelling unit. A single detached dwelling is a dwelling which is normally constructed on-site. However, a single detached dwelling may be constructed in pieces offsite, or even in one piece, with the piece(s) being transported to the site for assembly on-site, and thus may be a modular dwelling. Single detached dwellings shall not include manufactured home dwellings (see: Dwelling, Manufactured Home).
20.	DWELLING, MANUFACTURED HOME	Means a dwelling which is constructed with a chassis or related assembly that allows for the permanent or temporary attachment of a hitch and assembly to enable relocation of the dwelling, and further, which conforms to the Canadian Standards Association A277 and Z-240 Standards (or subsequent CSA Standards). A manufactured home may be a single structure (commonly known as a "single wide") or two parts which when put together comprises a complete dwelling (commonly known as a "double wide").
21.	DWELLING UNIT	Means a self-contained living premises consisting of one or more rooms with cooking, eating, living, sleeping and sanitary facilities for domestic use, but does not include a recreational vehicle (RV) nor a guest house.
22.	ESTABLISHED GRADE	Means the average elevation of the natural or finished level of the ground adjoining a building at all exterior walls, or the level of the ground as established by an approved grade plan. If the ground is not entirely level, the grade shall be the average of the elevation of the ground around the perimeter of the building. 
23.	GARAGE	Means an accessory building (which may or may not be attached to the principal building but which does not share footings with the principal building) used for parking not more than three private motor vehicles.
24.	GUEST HOUSE	Means an accessory building consisting of one or more rooms with sleeping accommodations that: <ul style="list-style-type: none"> a. may include sleeping areas, recreation areas, and toilet and bathing facilities; and b. shall not include a food preparation area. A guest house is intended to provide overflow accommodation for the principal building located on the site.

25.	HOME OCCUPATION, MAJOR	Means any occupation, trade, profession, or craft carried on by an occupant of a dwelling which is clearly secondary to the residential use of the building, and: <ul style="list-style-type: none"> a. includes exterior signage advertising the occupation; b. generate pedestrian or vehicular traffic or parking; and/or c. includes the employment at the dwelling or accessory buildings of no more than two (2) paid assistants, other than residents of the dwelling.
26.	HOME OCCUPATION, MINOR	Means any occupation, trade, profession, or craft carried on by an occupant of a dwelling which is clearly secondary to the residential use of the building, and which does not change the character of or have any exterior evidence of such secondary use other than a sign as allowed in this Bylaw. A minor home occupation must not: <ul style="list-style-type: none"> a. include exterior signage advertising the occupation; b. generate pedestrian or vehicular traffic or parking and; c. include the employment of persons other than residents of the dwelling.
27.	LOT	Means: <ul style="list-style-type: none"> a. a quarter section or part of a quarter section, b. a river lot, lake lot, or settlement lot shown on an official plan referred to in the <i>Surveys Act</i> that is filed or lodged in a Land Titles Office, c. a part of a parcel of land described in a certificate of title if the boundaries of the part are described in the certificate of title by reference to a plan of subdivision. 
28.	LOT, BACK	Means any lot that is not a lakeshore lot.
29.	LOT, CORNER	Means a lot having boundary lines on two or more roads, at their intersection or junction. Corner lot also means a lot having a boundary line at a point where a road or highway changes direction by a minimum of 45 degrees within the boundaries of the lot.
30.	LOT, LAKEFRONT	Means a lot which faces onto Skeleton Lake and has any part of its frontage directly onto the lake or onto the buffer strip of municipal reserve or environmental reserve land that is located along the lakeshore.

31.	NON-CONFORMING	<p>Means a lawful specific use or building:</p> <ol style="list-style-type: none"> Being made of land or building or intended to be made of a building lawfully under construction, at the date this Land Use Bylaw or any amendment thereof affecting the land or building becomes effective; and That on the date this Land Use Bylaw or any amendment thereof becomes effective does not, or in the case of a building under construction, will not, comply with the Land Use Bylaw.
32.	OVERFLOW PARKING FACILITIES	Means development designed to provide parking for public or private events.
33.	PERMITTED USE	Means a use of land or buildings in a Land Use District in respect of which a development permit must be issued by the Development Authority, with or without conditions, provided that the same is otherwise in strict compliance with and conformity to the provisions of this Bylaw and the Act.
34.	PRINCIPAL BUILDING	<p>Means a building that:</p> <ol style="list-style-type: none"> is the chief or main building amongst all buildings on a site; and exemplifies (by reason of its character and intended function) the primary use of the site upon which it is located.
35.	PUBLIC OR QUASI-PUBLIC USE	Means a use by a department or agency of the federal or provincial government, or the Summer Village, for public administration and services and shall also include uses for the purpose of assembly, instruction, culture or enlightenment, or for community related activities.
36.	PUBLIC PARK	<p>Means development designed or reserved for active or passive recreational use, including natural open space, landscaped open space, playing fields, and buildings that are consistent with the general purposes of recreation, whether or not such uses are publicly operated or operated by other organizations pursuant to arrangements with the public authority owning the public park.</p> <p>Public parks include picnic grounds, trails, landscaped buffers, playgrounds, baseball diamonds, and similar outdoor playing fields.</p>
37.	PUBLIC UTILITY	Means a public utility as defined in the Act, but shall not include landfills.

38.	RECREATIONAL VEHICLE (RV)	Means a mobile unit which is designed to be used as temporary living or sleeping accommodation, and includes, but is not limited to, holiday trailers, tent trailers, truck campers, vans, and motor homes, but does not include a manufactured home.
39.	RESERVE	Means Conservation Reserve (CR), Environmental Reserve (ER), Municipal Reserve (MR), Municipal and School Reserve (MSR), and School Reserve (SR), either specifically or generally, as defined in the Act.
40.	SITE	Means one or more contiguous Lots in respect of which an application for a development permit or subdivision is being made.
41.	SITE COVERAGE	Means the total horizontal area of all buildings or structures on a site which are located at or higher than 1.0 m (3.3 ft) above grade calculated by perpendicular projection onto a horizontal plane from one point located at an infinite distance above all buildings and structures on the site. This calculation shall not include: <ul style="list-style-type: none"> a. steps, eaves, cornices, and similar, minor projections; b. driveways, aisles and parking areas or pads unless they c. comprise part of a structure which extends 1.0 m (3.3 ft) or more above grade; or d. unenclosed inner and outer courts, terraces and patios where these are less than 1.0 m (3.3 ft) above grade.
42.	STOREY	Means each portion of a building situated between the top of any floor and the top of the floor next above it. If there is no floor above, the storey is the portion of the building situated between the top of any floor and the ceiling above it. If the top of the floor directly above a basement is more than 1.8 m (6.0 ft) above grade, such basement shall be considered a storey for the purpose of this Bylaw.
43.	STOREY, HALF	Means a storey under a gable, hip, or gambrel roof, the wall plates of which, on at least two opposite walls, are not more than 0.66 m (2.16 ft) above the floor of such storey.
44.	SUMMER VILLAGE	Means the Summer Village of Mewatha Beach.
45.	YARD	Means a required open space running the full length or width of a site, as the case may be, unoccupied and unobstructed (except to the extent otherwise permitted by this Bylaw) by any structure or portion of a structure at or above 1.0 m (3.3 ft) above grade.

46.	YARD, FRONT	Means a yard extending across the full width of a parcel from the front wall of the main building to the front boundary of the parcel. In the case of lakefront lots, the front yard is the area between the lakeshore property line and the wall of the main building facing the lake.
47.	YARD, REAR	Means a yard extending across the full width of a parcel from the rear wall of the main building to the rear boundary of the parcel.
48.	YARD, SIDE	Means a yard extending from the front wall of the principal building to the rear wall of the principal building and lying between the side property lines and the principal building.

2 DEVELOPMENT

2.1 DEVELOPMENT AUTHORITY

- 1 The Development Authority for the Summer Village shall be that designated officer, Municipal Planning Commission, or other person or organization designated as such by the Council by Bylaw 8-95, the Development Authority Bylaw. In addition, the Development Authority shall be the designated officer of the Summer Village contemplated at Section 542 of the Act.

2.2 DUTIES OF THE DEVELOPMENT AUTHORITY

- 1 The Development Authority shall:
 - a. receive, consider and decide upon all Development permit applications in accordance with the provisions of this Bylaw and the Act;
 - b. make available for inspection by members of the public a copy of this Bylaw and ensure that a copy is available on the Summer Village's website;
 - c. make available for inspection by members of the public copies of all Development permits issued within the Summer Village, in accordance with the requirements of the *Freedom of Information and Protection of Privacy Act*;
 - d. keep a register of all applications for development, including the decisions thereon and the reasons therefore. This information will be released to the public upon request in accordance with the Freedom of Information and Protection of Privacy Act; and
 - e. exercise development powers and perform duties on behalf of the Summer Village in accordance with the Act and this Bylaw.

2.3 DEVELOPMENTS NOT REQUIRING A DEVELOPMENT PERMIT

- 1 A Development permit issued under the provisions of this Bylaw shall not be required for any of the following:
 - a. maintenance of or repairs to a building if the work to be undertaken does not include any structural alterations and does not result in the addition of a dwelling unit;
 - b. the erection of a single storey accessory building comprising no greater than 10.2 m² (110.0 ft²) in site coverage; provided that the area of the same shall be considered in calculating aggregate site coverage for the site;
 - c. the erection of a temporary structure, the sole purpose of which is incidental to the carrying out of a development for which a development permit has been issued hereunder, provided that the same is removed promptly upon completion of the said development;
 - d. landscaping where the existing grade of and the existing surface drainage pattern of and from the site is not materially altered;
 - e. the demolition of a building or structure where a development permit has been issued hereunder for a new development on the same site and the demolition of an existing building or structure is implicit in that development permit;

- f. the erection on a site of a temporary sign of modest proportions advising that the site is for sale or for rent, provided the sign is removed promptly upon the sale or rental of the site, as the case may be;
- g. the erection on a site of a temporary sign in connection with an election for public office, provided the sign is removed promptly upon the completion of the election;
- h. the erection of a fence or gate no higher than 0.9 m (3.0 ft) in any front yard or 1.5 m (4.9 ft) in any side yard or in any rear yard;
- i. the installation, repair or maintenance of a public utility (as defined in the Act) within or upon a road or a public utility lot;
- j. activities otherwise exempted by the Act from the requirement for a development permit; and
- k. work being pursued under the authority of a development permit issued pursuant to the previous Land Use Bylaw.

2.4 DEVELOPMENTS REQUIRING A PERMIT

- 1 Except as provided for in Section 2.3, no person shall commence, or cause or allow to be commenced nor carry on, or cause or allowed to be carried on a development without a development permit therefore issued under the provisions of this Bylaw.
- 2 When an application for a Development permit has been approved by the Development Authority, such development permit shall not be valid unless and until all conditions of the approval (except those of a continuing nature) have been fulfilled and until the statutory period for the filing of an appeal against the issuance of such development permit has expired.
- 3 When an appeal is filed against the issuance of a development permit or against the imposition of any condition on a development permit, the development permit shall be suspended and deemed invalid pending the withdrawal of the appeal or the final decision of the Board, as the case may be. Where a subsequent appeal is taken to the Court of Appeal, the development permit shall be further suspended and deemed invalid pending the final decision of the Court of Appeal and the completion of any process directed by the Court of Appeal.
- 4 A development permit shall expire and shall no longer be valid after one year from the date of its issuance if no substantial construction pursuant thereto has been initiated. For purposes of this Section, construction includes, but is not limited to, site preparation or excavation.
- 5 All construction relative to a development permit shall be completed within one year next following the issuance of that development permit or within one year next following the final decision of the Board in relation thereto, as the case may be. The Development Authority may, on application made prior to the expiry of such one year period and at its discretion, extend the said period for one further year.
- 6 If a development permit is issued for a site in respect of which any other development permit has been previously issued, all previous development permits shall be invalid to the extent the physical aspects of the newly approved development conflict with the same or to the extent the newly approved development could not occur simultaneously upon the site in conformity with the provisions of this Bylaw.

2.5 APPLICATION FOR DEVELOPMENT

- 1 An application for development permit shall be completed and submitted to the Development Authority in writing, in the form required by the Development Authority, and shall be accompanied by:

- a. a non-refundable application fee, as established by Council;
 - b. a site plan showing:
 - i) front, side and rear yards;
 - ii) north point;
 - iii) legal description of the property;
 - iv) access and egress points to the property; and
 - v) the location and dimensions of existing and proposed municipal and private local improvements, principal building and other structures including accessory buildings, garages, carports, fences, driveways, paved areas, and major landscaped areas including buffering and screening areas where provided;
 - c. a statement of the proposed use(s) or occupancy of all parts of the land and buildings, and such other information as may be required by the Development Authority; and
 - d. a statement of ownership of the land and the interest of the applicant therein.
- 2 The Development Authority may also require additional information in order to assess the conformity of a proposed development with this Bylaw before consideration of the development permit application shall commence. Such information may include (but not limited to):
- a. the location of existing and proposed municipal and private storm and sanitary sewage collection and disposal, and water supply and distribution utilities, landscaped areas, and buffering and screening;
 - b. the height and horizontal dimensions of all existing and proposed buildings;
 - c. outlines of roof overhangs on all buildings;
 - d. existing and proposed elevations on the site and on adjacent sites, roads and lanes;
 - e. post construction site and building elevations;
 - f. floor plans, elevations and sections of any proposed buildings, including the lowest floor elevation in either the basement or on the main floor in the principal and accessory buildings;
 - g. landscaping plans, including the location of existing and proposed trees, shrubs, grassed areas, fences, screenings, and outdoor furniture on the site and on adjacent boulevards within road rights-of-way;
 - h. in the Residential Land Use Districts (R1 and R2), the suggested location for a future driveway and garage or carport, if the application itself does not include such buildings as part of the proposal;
 - i. future development plans for a site which is to be partially developed through the applicable development permit;
 - j. in the case of a proposed home occupation, information concerning the number of employees, the location of any goods to be kept or stored, and an estimate of the number of client visits to be expected to the site each week;

- k. any other information or tests required by the Development Authority, at their discretion, respecting the site or adjacent lands, including an environmental screening of the site, geotechnical reports and/or flood hazard mapping;
 - l. a statutory declaration indicating that the information supplied is accurate; and
 - m. for a moved in (relocated) building, pictures of the exterior of the structure that provide information relating to the age and condition of the building and its compatibility with the Land Use District in which it is to be located.
- 3 In addition to the information requirements indicated above, an application for a development permit for the **excavation or stripping of land** that is proposed without any other development on the same land, may include with the application, the following information:
- a. location and area of the site where the excavation is to take place,
 - b. existing land use and vegetation,
 - c. the type and dimensions including average depth of the excavation to be done, and the potential, if any, to affect existing drainage patterns on and off the site,
 - d. the depth and variation in depth of groundwater encountered in test holes, if required at the discretion of the Development Authority,
 - e. identification of potential for outdoor noise and the discharge of substances into the air,
 - f. the condition in which the site is to be left when the operation is complete, including the action which is to be taken for restoring the condition of the surface of the land to be affected, and for preventing, controlling or lessening erosion or dust from the site,
 - g. an indication of all municipal servicing costs associated with the development, and
 - h. the proposed haul route, dust control plan, and expected hours of operation.
- 4 In addition to the information requirements indicated above, each application for a sign may be accompanied by additional information at the discretion of the Development Authority.
- 5 Where a development permit for an accessory building has been applied for before a main building or main use has been developed on a lot, the applicant must provide a site plan which identifies the proposed location for the principal building or main use on the lot as part of the application.
- 6 In addition to the information requirements indicated above, the Development Authority may also require any phase of an environmental assessment to determine the possible contamination of the subject site and the mitigating measures necessary to eliminate such contamination. Alternative to or in addition to the foregoing, the Development Authority may require a biophysical assessment to determine the potential effects of a proposed development on the natural environment, and the measures necessary to mitigate such effects.
- 7 At the sole discretion of the Development Authority, any new development within an existing subdivision may be required to provide to the Development Authority, for approval, an elevation plan of the subject site which indicates where the stormwater is to be directed. Stormwater from the subject site is not to be directed onto adjoining properties unless appropriate drainage easements or rights-of-way are in place. If the applicant for a development permit indicates that the municipality is to verify compliance with the elevation and/or stormwater management

plan, the cost to verify that the lot grades have been completed according to the plan shall be included in the cost of the development permit.

2.6 DEVELOPMENT AUTHORITY REVIEW OF APPLICATION

- 1 The Development Authority may refer an application to an adjacent municipality or any other agency or person which in their opinion may provide relevant comments or advice respecting the application.
- 2 The Development Authority may refer any application for a development permit to any municipal, provincial or federal department, or any other person or agency considered affected by the Development Authority for comments and recommendations.
- 3 When, in the opinion of the Development Authority, sufficient details of the proposed development have not been included with the application for a development permit, the Development Authority may, at its sole discretion, deem the application incomplete and request the applicant provide further details or make a decision on the application with the information it has available.
- 4 The Development Authority may refuse to accept an application for a development permit if the application is for a similar development on the same property as a development permit which has been applied for and refused by the Development Authority or the Subdivision and Development Appeal Board within the last six (6) months.

2.7 VARIANCE POWERS

- 1 Subject to the provisions of Section 2.7.4, the Development Authority may, with respect to any development permit application, vary the requirements of the development control regulations of this Bylaw where the proposed development would not, in the Development Authority's opinion:
 - a. unduly interfere with the amenities of the neighborhood; nor
 - b. materially interfere with or affect the use, enjoyment or value of neighboring properties, and the proposed development would conform with the use prescribed for the subject land or building in this Bylaw.
- 2 Where an applicant requests or requires the Development Authority to exercise its variance powers pursuant to this section, the Summer Village shall, at the sole cost and expense of the applicant:
 - a. post for no less than seven (7) consecutive days a notice at a conspicuous location on the Summer Village of Mewatha Beach's website advising the public of the variance or variances requested or required; or
 - b. provide all assessed owners of properties within 60.0 m (196.9 ft) of the boundaries of the site with detailed, written notice of the variance or variances requested or required.
- 3 The Development Authority shall not exercise its variance powers unless and until these preconditions are completed to the satisfaction of the Development Authority. The foregoing notwithstanding, the Development Authority may, at any time prior to exercising the same, consult with property owners who may be affected by a proposed exercise of the Development Authority's variance powers.
- 4 The provisions of Section 2.7.1 notwithstanding, the Development Authority is not authorized to vary any Development Control Regulation which addresses:
 - a. building height; nor
 - b. the number of dwelling units that may exist on a site.

2.8 NOTICE OF COMPLETE OR INCOMPLETE APPLICATION

- 1 The Development Authority Officer shall, within 20 days of the receipt of an application for a development permit, determine whether the application is complete.
- 2 The time period referred to in Section 2.8.1 may be extended by an agreement in writing between the applicant and the Development Authority Officer.
- 3 An application is complete if:
 - a. in the opinion of the Development Authority Officer, the application contains the documents and other information necessary to review the application; or
 - b. the Development Authority does not make a determination within 20 days after receipt of an application for a development permit.
- 4 If a Development Authority Officer determines that the application is complete, the Development Authority Officer shall issue to the applicant, by means of posted letter or electronic notification, an acknowledgment that the application is complete.
- 5 If the Development Authority Officer determines that the application is incomplete, the Development Authority Officer shall issue, to the applicant a notice, in writing or electronically, that the application is incomplete. This notice shall list any outstanding documents and information required to review the application, and provide a date by which the documents or information must be submitted in order for the application to be considered complete.
- 6 If the applicant fails to submit all the outstanding information and documents on or before the date referred to in Part 2.8.5 the Development Authority Officer must deem the application to be refused.
- 7 Despite that the Development Authority Officer has issued an acknowledgment under Section 2.8.4 or 2.8.5 in the course of reviewing the application, the Development Authority Officer may request additional information or documentation from the applicant that the Development Authority Officer considers necessary to review the application.

2.9 DECISION

- 1 Where a proposed use of land or a building is not provided for in any district in this bylaw, the Development Authority may determine that such use is similar in character and purpose to a permitted or discretionary use prescribed for that district.
- 2 The Development Authority may approve an application for a development permit if the proposed development does not comply with this bylaw, if:
 - a. they are satisfied that the proposed development would not unduly interfere with the amenities of the neighbourhood or materially interfere with or affect the use, enjoyment or value of neighbouring properties; and
 - b. the proposed development conforms with the use prescribed for the land and building.
- 3 Where a permit is refused, the Development Authority may refuse to accept a subsequent application for a permit on the same property and for the same or similar use for a least six (6) months after the date of the initial refusal.
- 4 An application for development permit shall be considered by the Development Authority who shall:

- a. approve, with or without conditions, an application for a permitted use where the proposed development conforms to this Bylaw, or
 - b. approve, with or without conditions, or refuse an application for a discretionary use, or
 - c. refuse an application for a use which is neither a permitted nor a discretionary use.
- 5 In making a decision, the Development Authority may also impose such conditions as are required to ensure compliance with this Bylaw including both the verification by either an official appointed by the municipality or by certification by either an engineer, an architect, or an Alberta Land Surveyor that the measures indicated within the various elements of information provided with the application, including any mitigative or elimination measures, as described through the information provided pursuant to Section 2.7 have been completed or will be undertaken, as appropriate, in accordance with the Development Authority's approval.
- 6 The Development Authority may require that as a condition of issuing a development permit, the applicant enter into a development agreement with the Municipal Council to do all or any of the following to construct or pay for the construction of roads, pedestrian walkways or parking areas which serve the development or which connect the walkway with another walkway system that serves or is proposed to serve an adjacent development, to install or pay for the installation of public utilities other than telecommunications systems or works, to pay an off-site levy, and/or to give security to ensure that the terms of the agreement noted herein are carried out.
- 7 At the discretion of the Summer Village, a development agreement may be registered by caveat under the *Land Titles Act* against the Certificate of Title for the subject property. The Summer Village will discharge this caveat once the agreement has been complied with.
- 8 The Development Authority may also require that as a condition of issuing a development permit, all requirements of this Bylaw and of Provincial regulations be met, and that any further development on the subject site require a development permit.
- 9 In the case where a proposed specific use of land or a building is not provided for in any land use district in the Bylaw, the Development Authority may determine that such use is similar in character and purpose to a permitted or discretionary use prescribed for a particular District.
- 10 An application for a development permit shall, at the option of the applicant, be deemed to be refused when a decision thereon is not made by the Development Authority within forty (40) days after receipt of the application by the Development Authority. The person claiming to be affected may appeal in writing as provided for in Section 4 of this Bylaw as though they have received a refusal at the end of the forty (40) day period specified in this Section.
- 11 A Development Authority may suspend or revoke a development permit at any time:
 - a. where the permit was issued on the basis of incorrect information, fraud, non-disclosure, or misrepresentation on the part of the applicant; or
 - b. where the permit was issued in error.
- 12 Where a development permit application in a land use district is for a temporary development, the Development Authority may impose the following conditions:
 - a. Specify that the development is approved temporarily for a specific period of time, not exceeding one year;
 - b. Impose a condition on such a permit that the municipality is not liable for any costs involved in the cessation or removal of the development at the expiration of the time period stated in the permit; and

- c. Require the applicant to post acceptable security guaranteeing the cessation or removal of the development to the greater of 25% of the value of the structure or \$1,000.

2.10 DEVELOPMENT PERMITS AND PUBLIC NOTIFICATION

- 1 When a development permit has been issued for a **permitted use and no variance to any regulation has been granted**, the Development Authority shall within five (5) working days after a decision on a development permit application send a notice to the applicant by regular mail (or e-mail, if authorized to do so by the applicant) of the decision and post a notice on the Summer Village of Mewatha Beach's website. Mailing the notice is not required when an applicant picks up a copy of the decision in-person.
- 2 In addition to the above, within five (5) working days after a decision on a development permit application for a **discretionary use or after a variance has been granted**, the Development Officer shall:
 - a. send notice by regular mail (or by electronic mail if agreed to in advance by the applicant) all affected adjacent land owners, as identified on the Summer Village Assessment Roll, to provide notice of the decision and right of appeal; and
 - b. send notice by regular mail (or by electronic mail) to members of Council;
 - c. post notice of the decision on the Summer Village's website; and
 - d. send notice by regular mail (or by electronic mail if agreed to in advance by the applicant) to any other landowner, business, agency, adjacent municipality, person, group, organization or similar body that the Development Authority deems may be affected to provide notice of the decision and right of appeal.
- 3 The notice indicated in Sections 2.10.1 and 2.10.2 shall state:
 - a. the legal description and the street address of the site of the proposed development;
 - b. the uses proposed for the subject development,
 - c. any discretion that was granted in the approval of the development, whether by use or by interpretation of this Bylaw, and any variation or relaxation in regulation that was made by the Development Authority when the development permit was approved;
 - d. the date the development permit was issued; and
 - e. how an appeal might be made to the Subdivision and Development Appeal Board and the deadline for such appeal.
- 4 Except for those permits described in Section 2.10.1 hereof, a permit granted pursuant to this Part does not come into effect until twenty-one (21) days after the date that notice of an order, decision, or development permit is received. For the purposes of this Bylaw, notice is deemed to be received on the 5th day after the date of the issuance of the order, decision, or permit. Any development proceeded with by the applicant prior to the expiry of this period is done solely at the risk of the applicant.
- 5 Where an appeal is made, a development permit which has been granted shall not come into effect until the appeal has been determined and the permit has been confirmed, modified or nullified thereby.
- 6 If the development authorized by a permit is not commenced within twelve (12) months from the date of the date of the issue of the development permit, and completed within twelve (12) months of the commencement of the

development, the permit is deemed to be void, unless an extension to this period is granted by the Development Authority.

- 7 A development, once begun, shall not be abandoned or left for an extended period of time in what the Development Authority considers to be an unsightly or unsafe condition.
- 8 The application may be responsible for any damages to public or private property occurring as a result of development.
- 9 A decision of the Development Authority on an application for a development permit shall be given in writing.
- 10 When a Development Authority refuses an application for a development permit, the decision shall contain reasons for the refusal.

2.11 DEVELOPMENT AGREEMENT

- 1 The Development Authority may require that as a condition of issuing a development permit, the applicant to enter into an agreement to:
 - a. Construct or pay for the construction of public roadways, pedestrian walkways, or parking areas; and/or
 - b. Install or pay for the installation of utilities; and/or
 - c. Pay for an off-site levy or redevelopment levy imposed by bylaw.
- 2 To ensure compliance with the development agreement, the Summer Village may register a caveat against the certificate of title of the property that is being developed. This caveat shall be discharged when conditions of the development agreement have been met.

2.12 DEVELOPMENT PERMIT FEES

- 1 The Council may, by resolution, impose a fee or a schedule of fees for the making of any Development Permit application, and no application for Development Permit will be considered complete until such fee has been paid to the Summer Village.

3 SUBDIVISION

3.1 SUBDIVISION APPLICATION REQUIREMENTS

- 1 All subdivision applications for lands within the Summer Village shall comply with the provisions under this Part.
- 2 Approval of an Area Structure Plan or Outline Plan, prepared by a Registered Professional Planner (RPP) may be required for multi-lot subdivisions that may (at full buildout) result in a total of five (5) or more lots. Additional supporting information may be required depending on the magnitude and complexity of the proposed subdivision.
- 3 A subdivision application may be submitted by:
 - a. the registered owner of the land to be subdivided; or
 - b. a person with written authorization to act on behalf of the registered owner.
- 4 If the proposed subdivision is required to obtain assessments and/or approvals from relevant Federal or Provincial agencies and organizations, the applicant shall file and obtain the appropriate reports and/or approvals with relevant agencies and organizations. A copy of the required reports and/or approvals or licenses shall be submitted with the subdivision application.
- 5 Information on abandoned oil and gas wells as required by the Subdivision and Development Regulations and Alberta Energy Regulator Directive 079 shall accompany every subdivision application.
- 6 The tentative plan of subdivision shall:
 - a. clearly outline the location, dimensions, and boundaries of the land which the applicant wishes to subdivide;
 - b. show the location, dimensions and boundaries of:
 - i) each new lot to be created;
 - ii) reserve land(s), if required;
 - iii) the right-of-ways of each public utility, if required; and
 - iv) other right-of-ways, if required;
 - c. indicate the use, location, and dimensions of existing buildings on the land that is the subject of the application, if any, and specify whether the buildings are proposed to be demolished or moved;
 - d. show the location of any river, stream, watercourse, lake, or other body of water (natural or man-made) that is contained within the boundaries of the proposed parcel of land;
 - e. identify the location of any existing or proposed water wells, the locations and type of any private sewage disposal system(s), and the distance from these to existing or proposed buildings and property lines;
 - f. include information provided by the Alberta Energy Regulator identifying the location of any active wells, batteries, processing plants or pipelines within the proposed subdivision; and
 - g. identify the existing and proposed access to the proposed parcels and the remainder of the titled area.

- 7 The Subdivision Authority **may also require** an applicant to submit to the Subdivision Authority any or all of the following:
- a. a figure showing topographic contours;
 - b. if the proposed subdivision is not to be served by a water distribution system, information supported by the report of a qualified professional, registered in the Province of Alberta, respecting the provision, availability, and suitability of potable water on or to the land to be subdivided;
 - c. an assessment of subsurface characteristics of the land that is to be subdivided including, but not limited to, susceptibility to slumping or subsidence, depth to water table, and suitability for any proposed on-site sewage disposal system(s), prepared and signed by a qualified professional registered in the Province of Alberta;
 - d. a storm water management plan, prepared by a qualified professional, which must be approved by Alberta Environment and Parks including:
 - i) topography;
 - ii) proposed minor drainage system (ditches/pipes/catch basin locations/flow rate);
 - iii) proposed major drainage systems (direction of surface drainage/flow rate);
 - iv) proposed on-site detention/retention facility (location/size/capacity);
 - v) location of outflow/outfall structures; and
 - vi) any related modeling and calculation information.
 - e. if the land that is the subject of an application is located in a potential Flood Plain, a figure showing the 1:100-year Flood Plain;
 - f. information respecting the land surface characteristics of land within 0.8 km (0.5 miles) of the land proposed to be subdivided;
 - g. if any portion of the parcel of land affected by the proposed subdivision is situated within 1.5 km (0.9 miles) of a sour gas facility, a map showing the location of the sour gas facility; and

3.2 SUBDIVISION PROCESS

- 1 The Subdivision Authority shall:
- a. attend a pre-application submission meeting with development proponents (as requested);
 - b. receive all applications for subdivision applications;
 - c. assess and provide notice of a complete or incomplete application;
 - d. refer the application to adjacent landowners and agencies (as required in the Subdivision and Development Regulations; and
 - e. issue notices in writing as required in the Act.

3.3 NOTICE OF COMPLETE OR INCOMPLETE SUBDIVISION APPLICATION

- 1 The Subdivision Authority shall within twenty (20) days of the receipt of an application for a development permit, determine whether the application is complete.
- 2 The time period referred to in Section 3.3.1 may be extended by an agreement in writing between the applicant and the Subdivision Authority or, if applicable, in accordance with a land use bylaw made pursuant to section 640.1(a) of the Act.
- 3 An application is complete if, in the opinion of the Subdivision Authority, the application contains the documents and other information necessary to review the application.
- 4 If the Subdivision Authority determines that the application is complete, the Subdivision Authority shall issue to the applicant, in writing or electronically, an acknowledgment that the application is complete.
- 5 If the Subdivision Authority determines that the application is incomplete, the Subdivision Authority shall issue to the applicant a notice, in writing or electronically, that the application is incomplete and that any outstanding documents and information referred to in the notice must be submitted by a date set out in the notice or a later date agreed on between the applicant and the Subdivision Authority in order for the application to be considered complete.
- 6 If the applicant fails to submit all the outstanding information and documents on or before the date referred to in Section 3.3.5, the Subdivision Authority must deem the application to be refused.
- 7 Despite that the Subdivision Authority has issued an acknowledgment under Section 3.3.4 or 3.3.5, in the course of reviewing the application, the Subdivision Authority Officer may request additional information or documentation from the applicant that the Subdivision Authority Officer considers necessary to review the application.

3.4 DUTIES OF THE SUBDIVISION AUTHORITY

- 1 Upon receipt of a completed subdivision application, the Subdivision Authority:
 - a. shall approve, with or without conditions, an application for a permitted use where the proposed subdivision conforms to:
 - i) this bylaw;
 - ii) applicable statutory plans; and
 - iii) the Act and the Regulations thereunder;
 - b. shall refuse an application for a subdivision if the proposed subdivision does not conform with:
 - i) applicable statutory plans; and/or
 - ii) the Act and the Regulations thereunder;
 - c. may approve, with or without conditions, an application for a permitted or discretionary use with variances to the bylaw; and

3.5 SUBDIVISION REQUIREMENTS & CONDITIONS

- 1 Subdivision approvals shall comply with Part 17 and 17.1 of the *Act* and the Regulations therein.
- 2 For the purposes of this Bylaw, an unsubdivided quarter section shall include those quarter sections where a separate title exists for a public utility or an institutional use.
- 3 All proposed parcels being created shall be designed to not, in the opinion of the Subdivision Authority, prejudice the future efficient development of the remnant lands.
- 4 The Subdivision Authority shall not approve a subdivision which is inconsistent with the Summer Village of Mewatha Beach Municipal Development Plan (MDP) and/or the provisions of any statutory plans that affect the land proposed to be subdivided.
- 5 As a condition of subdivision approval, Environmental Reserves will be taken according to Section 664 of the *Act*; either in the form of a lot (ownership transferred to the Municipality) or as an Environmental Reserve Easement (private ownership is retained). The Summer Village may require that the proponent provide environmentally significant hazard land as Environmental Reserve as a condition of subdivision approval.
- 6 As a condition of a subdivision approval, property taxes must be up to date prior to final endorsement of any Subdivision within the Summer Village.
- 7 As a condition of a subdivision approval, the developer may be required to provide for Inclusionary Housing in accordance with the *Act* and the Regulations therein.

4 SUBDIVISION AND DEVELOPMENT APPEALS

4.1 DEVELOPMENT APPEALS

- 1 The Subdivision and Development Appeal Board (SDAB), as established by Summer Village bylaw, shall hear and make a decision on an appeal where a Development Authority:
 - a. refuses or fails to issue a letter deeming an application complete within twenty (20) days of receiving the application; or
 - b. refuses or fails to issue a development permit to a person within forty (40) days of receipt of the application; or
 - c. issues a development permit for a discretionary use, with or without conditions; or
 - d. issues a development permit for a permitted use where a variance is granted, with or without conditions; or
 - e. issues a stop order under Section 645 of the Act; or
 - f. refuses to issue a development permit; or
 - g. has not received all the outstanding information and documents from the applicant on or before the date referred to in the deemed incomplete letter and the Development Authority has deemed the application refused;and the person applying for the permit or affected by the order, or any other person affected by an order, decision or development permit of the Development Authority appeals to the Subdivision and Development Appeal Board.
- 2 Despite Section 4.1.1 above, for a development permit issued for a permitted use, no appeal can be made unless: the provisions of this Bylaw were relaxed, varied or misinterpreted or the application was deemed refused.
- 3 Despite Section 4.1.1 above, no appeal lies to the Subdivision and Development Appeal Board in respect of the issuance of a development permit in a Direct Control District where the decision was made by Council. If the decision was made by a Development Authority, the appeal is limited to whether the Development Authority followed the directions of Council.
- 4 An appeal shall be made by serving a written notice of appeal to the Secretary of the Subdivision and Development Appeal Board, with the applicable fee, within twenty-one (21) days of:
 - a. the date on which notification of the order, decision or permit issued by the Development Authority was given in accordance with this Bylaw; or
 - b. the expiry date of the twenty (20) day period referred to in Section 4.1.1(a) of this Bylaw has expired; or
 - c. the expiry date of the forty (40) day period referred to in Section 4.1.1(b) of this Bylaw has expired.
- 5 An appeal may be launched by filing a notice with the Subdivision and Development Appeal Board by providing the following:
 - a. the legal description and/or the municipal address of the property to which the decision, order or issuance of the development permit relates;

- b. the name, contact information and address of the appellant;
- c. the reasons for the appeal and the issue or condition in the decision or order that are the subject of the appeal; and
- d. the payment of the required fees as determined by Council.

4.2 SUBDIVISION APPEALS

- 1 The decision of a Subdivision Authority on an application for subdivision approval may be appealed:
 - a. by the applicant for the approval;
 - b. by a government department if the application is required by the Subdivision and Development Regulations to be referred to that department;
 - c. by the council of the municipality in which the land to be subdivided is located if the council, a designated officer of the municipality or the Municipal Planning Commission if the municipality is not the Subdivision Authority, or
 - d. by a school board with respect to:
 - i) the allocation of municipal reserve and school reserve or money in place of the reserve;
 - ii) the location of school reserve allocated to it; or
 - iii) the amount of school reserve or money in place of the reserve.
- 2 A notice of appeal on a decision of the Subdivision Authority may be made within twenty-one (21) days (14 days + 7 for mail delivery) after receipt of written notice of decision to the:
 - a. Municipal Government Board if:
 - i) the land that is the subject of the application contains, is adjacent to or is within the prescribed distance of a highway, a waterbody, a sewage treatment or waste management facility or a historical site; or
 - ii) in any other circumstances described in the regulations under Section 694(1)(h.2) of the *Act*;
 - b. Subdivision and Development Appeal Board:
 - i) for all other instances; or
 - ii) when a relevant agency or organization has entered into a written agreement to vary the distances in Section (2)(a) above, under the Subdivision and Development Regulations.
- 3 If a notice of appeal is filed with the wrong Appeal Board, the Appeal Board that receives the application must refer the appeal to the appropriate Appeal Board. The appropriate Appeal Board then must hear the appeal as if the notice of appeal had been filed with it, and it is deemed to have received the notice of appeal from the applicant on the date it receives the notice of appeal from the Appeal Board that first received the application.

4.3 APPEAL HEARINGS

- 1 A local Subdivision and Development Appeal Board hearing an appeal under Section 678 of the *Act* must hold the hearing within thirty (30) days after receiving a notice of appeal.

- 2 The Municipal Government Board hearing an appeal under Section 678 of the *Act* must hold the hearing within sixty (60) days after receiving a notice of appeal.
- 3 The Appeal Board shall give at least five (5) days' notice in writing of the appeal hearing to:
 - a. the appellant;
 - b. the applicant and/or the landowner;
 - c. the Subdivision Authority or Development Authority from whose order, decision or non-decision is made;
 - d. if land that is the subject of the application is adjacent to the boundaries of another municipality, that municipality;
 - e. any school board to whom the application was referred;
 - f. every government department that was given a copy of the application pursuant to the Subdivision and Development Regulations;
 - g. those landowners who were notified under this Bylaw;
 - h. any other person who, in the opinion of the Subdivision and Development Appeal Board, may be affected by the order, decision or permit; and
 - i. such other persons as the Subdivision and Development Appeal Board specifies.
- 4 The Appeal Board shall make available for public inspection before the commencement of the appeal hearing all relevant documents and materials respecting the appeal including:
 - a. the application for the development permit, its refusal and the appeal request;
 - b. the subdivision application, the decision and the appeal request; or
 - c. the order of the Development Authority;as the case may be.
- 5 At the appeal hearing the Appeal Board shall hear:
 - a. the appellant or any other person acting on the appellant's behalf;
 - b. the Approving Authority from whose order, decision or development permit the appeal is made, or if a person is designated to act on behalf of the Approving Authority, that person;
 - c. any other person who was served with notice of the hearing and who wishes to be heard or a person acting on that person's behalf; and
 - d. in relation to development permit appeals only, any other person who claims to be affected by the order, decision or permit that the Appeal Board agrees to hear or a person acting on that person's behalf.

4.4 APPEAL DECISION

- 1 In determining a subdivision appeal, the Board hearing the appeal must act in accordance with Section 680 of the *Act*.

- 2 In the case of a subdivision appeal of the deemed refusal of an application, in which the Subdivision Authority considered complete, the Board hearing the appeal must determine whether the documents and information that the applicant provided met the requirements of Section 653.1(2) of the *Act*.
- 3 Section 4.4.2 above does not apply to a subdivision appeal of the deemed refusal of an application under Section 653.1(8) of the *Act*, in which an application was considered incomplete and the applicant failed to submit all the outstanding information and documents required to be considered complete.
- 4 In determining a development appeal, the Board the hearing the appeal must act in accordance with Section 687 of the *Act*.
- 5 The Board hearing the appeal shall give its decision in writing together with reasons for the decision within fifteen (15) days of the conclusion of the appeal hearing.
- 6 If the decision of the Approving Authority to approve an application is reversed by the Board hearing the subdivision and development appeal, then the original permit or decision shall be null and void.
- 7 If the decision of the Approving Authority to refuse a subdivision or development application is reversed by the Appeal Board, the date of the written decision of the Appeal Board shall become the approval date.
- 8 A decision made under this part of the Bylaw is final and binding on all parties and all persons subject only to an appeal upon a question of jurisdiction or law pursuant to the *Act*. An application for leave to appeal to the Court of Appeal shall be made:
 - a. to a judge of the Court of Appeal; and
 - b. within thirty (30) days after the issue of the decision sought to be appealed.
- 9 A notice of an application for leave to the Court of Appeal shall be given to:
 - a. the Appeal Board; and
 - b. any other persons that the judge of the Court of Appeal directs.

5 GENERAL REGULATIONS

5.1 ACCESSORY BUILDINGS

- 1 The construction or relocation of an accessory building greater than 10.2 m² (110.0 ft²) in site coverage shall require a development permit.
- 2 The development of an accessory building shall comply with the regulations of the applicable land use district.
- 3 Where a building is attached to the main building on a site by its roof, an open or enclosed structure, a floor or a foundation, it is considered to be a part of the main building and is not an accessory building.
- 4 Accessory buildings shall not be constructed or placed within required yards and setbacks as established in the relevant district.
- 5 An accessory building shall not be located in the front yard of a lakefront lot. In the case of backshore lots, an accessory building may be permitted in the front yard provided it is not located within the required front yard or side yard setbacks from the principal building.
- 6 A boathouse on a lakefront lot will be located to the satisfaction of the Development Authority.
- 7 All accessory buildings shall be fixed to the ground, or on a foundation.
- 8 All accessory buildings shall be constructed of materials that blend harmoniously with the principal building on the lot.

5.2 APPEARANCE OF BUILDINGS

- 1 The design, construction and architectural appearance of any building or structure shall be to the satisfaction of the Development Authority, shall not threaten public health or safety and shall be compatible with the general standard of design and construction in the immediate neighborhood of the Site.

5.3 ENGINEERING REQUIREMENTS AND OTHER REFERRALS

- 1 In any circumstance where the Development Authority is of the opinion it would be prudent to so do, the Development Authority may direct that the applicant for a Development Permit provide a certificate or other report from an engineer or other professional person in relation to a proposed Development or any aspect of it. In such circumstances, the costs of complying with the Development Authority's direction shall be borne by the applicant, and the applicant's application for a Development Permit shall be deemed incomplete until such time as the direction has been complied with.
- 2 In any circumstance where the Development Authority is of the opinion it would be prudent to so do, the Development Authority may refer an application to Alberta Environmental Protection or to any other governmental authority for their comments prior to issuing a Development Permit and may, thereafter, impose a condition on any Development Permit issued that the applicant comply with such requirements of the referral agency as the Development Authority may deem appropriate in the circumstances.

5.4 FENCES/WALLS/HEDGES/ENCLOSURES

- 1 Notwithstanding any regulation respecting required yard to the contrary in this Bylaw, a fence or hedge may be constructed along a boundary line of a lot.

- 2 No fence, wall, hedge or other enclosure shall be higher than:
 - a. 1.8 m (6.0 ft) in rear yards;
 - b. 1.8 m (6.0 ft) in side yards, except on corner lots where it shall not be higher than 0.9 m (3.0 ft) in the side yard adjacent to a road;
 - c. 0.9 m (3.0 ft) in front yard;
 - d. 0.9 m (3.0 ft) within 6.1 m (20.0 ft) of the intersection of lanes, roads, or a lane and a road.
- 3 Electric and barbed wire fences shall not be permitted except on land abutting on farmland, and these shall require a development permit.

5.5 GUEST HOUSES

- 1 Guest houses shall be of permanent, conventional construction.
- 2 Guest houses may include sleeping areas, recreation areas, and toilet and bathing facilities.
- 3 Guest houses shall not include a food preparation area (counter/cupboard space, sink, refrigerator, or stove), or the provision of 220 volt wiring.
- 4 Guest houses shall be constructed behind the rear face of the principal building on a site.
- 5 A Guest house may be developed as a stand-alone accessory building or may be incorporated into any other accessory building on a site provided all requirements of this Bylaw applicable to such accessory building are complied with.

5.6 KEEPING OF ANIMALS

- 1 No fur bearing animals, fowl or livestock other than domestic pets shall be permitted on parcels within the Summer Village of Mewatha Beach.

5.7 MANUFACTURED HOMES

- 1 Manufactured homes shall be certified by Canadian Standards Association as having been built in a factory which has been certified as meeting the CSA A277-92 approved procedure. Modular homes shall contain a CSA "Modular Home" label and mobile homes shall contain a CSA "Mobile Home" label.
- 2 Installation and foundation requirements for manufactured homes and additions shall meet either the CAN/CSA Z240.10.1 standard or the Alberta Building Code.
- 3 Wheels, hitches and other running gear shall be removed within ninety (90) days of the installation of the manufactured home.
- 4 Skirting shall be installed within thirty (30) days of the installation of a manufactured home and shall comply with standards set out in the CSA Z240.10.1 standards.
- 5 At least one access panel of not less than 500 x 700 mm (20 x 28 inches) shall be provided in the skirting for periodic inspections and maintenance of services. The panel shall be located close to sewer and water connections.
- 6 Skirting shall be factory prefabricated or of equivalent quality and shall be pre-finished or painted so that the design and construction shall complement the manufactured home.

- 7 Year-round ventilation of the crawl space shall be provided according to the standards set out in the CSA Z240.10.1 standards. Crawl space ventilation shall be provided by the installation of screened louvers or grills of at least 0.1 m² of unobstructed venting for each 50 m² (1.0 ft² for each 500 ft²) of floor area of the home.

5.8 NON-CONFORMING BUILDINGS AND USES

- 1 If a development permit has been issued on or before the day on which a land use bylaw or a land use amendment bylaw comes into force in a municipality and the bylaw would make the development in respect of which the permit was issued a non-conforming use or non-conforming building, the development permit continues in effect in spite of the coming into force of the bylaw.
- 2 A non-conforming use of land or a building may be continued but if that use is discontinued for a period of 6 consecutive months or more, any future use of the land or building must conform with the land use bylaw then in effect.
- 3 A non-conforming use of part of a building may be extended throughout the building but the building, whether or not it is a non-conforming building, may not be enlarged or added to and no structural alterations may be made to it or in it.
- 4 A non-conforming use of part of a lot may not be extended or transferred in whole or in part to any other part of the lot and no additional buildings may be constructed on the lot while the non-conforming use continues.
- 5 A non-conforming building may continue to be used but the building may not be enlarged, added to, rebuilt or structurally altered except
 - a. to make it a conforming building,
 - b. for routine maintenance of the building, if the development authority considers it necessary, or
 - c. in accordance with a land use bylaw that provides minor variance powers to the development authority for the purposes of this section.
- 6 If a non-conforming building is damaged or destroyed to the extent of more than 75% of the value of the building above its foundation, the building may not be repaired or rebuilt except in accordance with the land use bylaw.
- 7 The land use or the use of a building is not affected by a change of ownership or tenancy of the land or building.

5.9 NUISANCE

- 1 No use or activity shall be undertaken which, in the opinion of the Development Authority, may constitute a nuisance by reason of the generation of noise, vibration, dust, smoke, smell, toxic or noxious matter, traffic, radiation, fire, explosions, heat, humidity, glare, waste, water or steam.
- 2 Sites and buildings shall be maintained in a clean and tidy condition, free from rubbish and debris.

5.10 OBJECTS PROHIBITED OR RESTRICTED IN YARDS

- 1 No person shall keep or allow in any part of any yard any unlicensed, dismantled, wrecked or dilapidated vehicle for more than fourteen (14) consecutive successive days.

5.11 PARKING AND ACCESS

- 1 A minimum of two (2) off-street parking spaces shall be provided per lot in the Residential District.

5.12 POTABLE WATER SUPPLY

- 1 Applications for a development permit in respect of a residential use shall contain a detailed proposal as to how the development is to be provided with a supply of potable water if requested by the Summer Village.
- 2 No development for residential use shall be allowed unless it is supplied with potable water.

5.13 PRESERVATION AND ENHANCEMENT OF ENVIRONMENTAL QUALITY

- 1 The Development Authority shall be satisfied that the design, siting, finish and architectural appearance of all buildings have regard for the amenities and character of existing development in the municipality, and that the landscaping of the site causes minimal environmental disruption.

5.14 RECREATIONAL VEHICLES

- 1 Except during the period of construction of a principal building on that site, a recreational vehicle shall not be utilized as a principal building or a guest house for the residential use of a site.
- 2 A maximum of one (1) recreational vehicle is allowed on a lot developed with a residence on a permanent basis. The recreational vehicle must be connected to onsite water and wastewater systems to the satisfaction of the Development Authority.
- 3 A maximum of two (2) recreational vehicles are allowed on an undeveloped lot on a permanent basis. The recreational vehicles must be connected to onsite water and wastewater systems to the satisfaction of the Development Authority.
- 4 Where more than one recreational vehicle is to be maintained on a parcel for more than 21 consecutive days it shall require a development permit and shall be located in a manner satisfactory to the Development Officer. Permits shall not be issued for more than one recreational vehicle per developed parcel or two recreational vehicles per vacant parcel.
- 5 Notwithstanding 5.14(2) and 5.14(3), an additional recreational vehicle may be allowed on a temporary basis for a period of up to but not exceeding seven (7) days on both developed and undeveloped lots. Any new (or returning) recreational vehicle will not be allowed on a temporary basis until three (3) days from the date of the removal of the previous recreational vehicle have past.
- 6 One unoccupied recreation vehicle may be stored on a site if, in the opinion of the Development Authority:
 - a. it does not present an unsightly condition on the site; and
 - b. it is stored to the rear of the principal building.

5.15 RELOCATION OF BUILDINGS

- 1 The relocation of an existing building to a site as either a principal building or an accessory building constitutes a development of that site. Where a building is to be relocated to a site, the use to which the building is intended to be put:
 - a. must be listed in this Bylaw as a permitted use or a discretionary use available for that site; and
 - b. shall be deemed to be a discretionary use for purposes of the relocation of that building.

5.16 SEA CANS

- 1 Sea cans shall not be used as an accessory building in the Summer Village.

- 2 Sea cans may be used as a building material in the construction of a principal or accessory building on a lot provided that:
 - a. the development is in full compliance with applicable provincial and national building codes;
 - b. the final architectural appearance of the building (siding, roofing, etc.) complies with Section 5.2 – Appearance of Buildings.

5.17 SITE CONDITIONS

- 1 Development shall not be permitted on slopes exceeding 15%, where slope is measured over that portion of the site on which the development is to be located.
- 2 Unless satisfactory design and development measures are taken, the applicant shall provide evidence that the land to be developed is not characterized by soil instability, poor drainage or flooding.
- 3 To the maximum extent possible, trees and shrubs shall be retained in their natural conditions on a site. Where landscaping is required, it shall be carried out within a reasonable time period following the completion of construction.
- 4 Garbage shall be kept in weatherproof and animal- proof containers, screened from adjacent sites and roads.
- 5 Any landscaping or topographic reconstruction shall be such that the finished surface contours do not change the surface drainage.

5.18 SITE GRADING

- 1 Where substantial grading of a site is undertaken separate and apart from any other development of or on that site, the grading shall be deemed to be a development and shall require a development permit. Grading will be considered substantial if the same may substantially affect drainage patterns on the site or may cause any adverse impact on neighboring properties or roadways.
- 2 In every case, whether site grading forms a part of an overall development or constitutes a development in and of itself, site grades shall be established:
 - a. in a manner satisfactory to the Development Authority;
 - b. in a manner designed to prevent any adverse impact on neighboring properties or roadways; and
 - c. in compliance with any applicable drainage or grading plans adopted by the Summer Village.

5.19 WASTEWATER DISPOSAL

- 1 All buildings, facilities and developments undertaken on a Site shall comply with all Summer Village Bylaws regarding sewage disposal and shall comply with the *Safety Codes Act* for the Province of Alberta.

6 LAND USE DISTRICTS

6.1 ESTABLISHMENT OF LAND USE DISTRICTS

- 1 For the purposes of this Bylaw, the Summer Village of Mewatha Beach is divided into the following districts:

DISTRICT NAME	SYMBOL	MAP COLOUR
RESIDENTIAL DISTRICT	R1	YELLOW
PARKS AND RESERVES DISTRICT	P	GREEN

- 2 The boundaries of the districts listed in this Bylaw are as delineated in the **LAND USE DISTRICT MAP**, within Section 7 of this Bylaw.
- 3 Where uncertainty exists as to the boundaries of districts as delineated in the **LAND USE DISTRICT MAP**, the following rules shall apply:

RULE 1	Where a boundary is shown as following a street or lane, it shall be deemed to follow the centre line thereof.
RULE 2	Where a boundary is shown as approximately following a lot line, it shall be deemed to follow the lot line.
RULE 3	In circumstances not covered by Rules 1 and 2, the location of the district boundary shall be determined: <ul style="list-style-type: none">a. where dimensions are set out on the LAND USE DISTRICT MAP, by the dimensions so set, orb. where no dimensions are set out on the LAND USE DISTRICT MAP with respect to such boundary, by measurement of and use of the scale shown on the LAND USE DISTRICT MAP.

- 4 Where the application of the above rules does not determine the exact location of the boundary of a district, the Council, either on its motion or upon written application being made to it by any person requesting the determination of the exact location of the boundary, shall fix the portion of the district boundary in doubt or dispute in a manner consistent with the provisions of this Bylaw and the degree of detail as to the measurements and directions as the circumstances may require.

6.2 RESIDENTIAL DISTRICT – R1

1 General Purpose

To provide for low density residential development adjacent to Skeleton Lake.

2 Uses

PERMITTED	DISCRETIONARY
Dwelling, Single Detached	Home Occupation, Minor
Buildings and Uses Accessory to Permitted Uses	Public or Quasi Public Buildings and Uses
	Public Utilities
	Buildings and Uses Accessory to Discretionary Uses
	Other uses which in the opinion of the Development Authority, are similar to the above mentioned permitted and discretionary uses.

3 General Development Control Regulations

1.	MINIMUM SITE WIDTH	30.5 m (100 ft.).
2.	MAXIMUM NUMBER OF DWELLING UNITS	The maximum number of dwelling units that may be located on a lot is one.
3.	MAXIMUM BUILDING HEIGHT (PRINCIPAL BUILDING)	8.8 m (29.0 ft.).
4.	MAXIMUM BUILDING HEIGHT (ACCESSORY BUILDING)	6.1 m (20.0 ft.).
5.	MAXIMUM SITE COVERAGE	The maximum site coverage for all buildings shall be 35% of the site area. In the case of any site exceeding 45.72 m (149 ft) in depth, the Development Authority shall direct that buildings be designed and located on the Site in a manner that will, in the opinion of the Development Authority, avoid excessive massing at any particular location on the site and distribute the impact of construction more evenly over the developable areas of the site. Windows in a principal residence shall be offset so that they do not directly face the windows of the adjacent residence.

4 Minimum Yards

1.	FRONT YARD	7.6 m (25.0 ft.).
2.	REAR YARD (PRINCIPAL BUILDING)	7.6 m (25.0 ft.).

3.	REAR YARD (ACCESSORY BUILDING)	0.9 m (3.0 ft); and Except where the vehicle entry of a garage or the vehicle entrance of a carport face the rear of a site, in which case the minimum rear yard in respect of that garage or carport shall be 4.9 m (16.0 ft).
4.	SIDE YARD	1.5 m (5.0 ft); and Shall comprise no less than 10% of the width of the site.

5 Additional Regulations

1.	PROJECTION INTO YARDS	Verandas, porches, decks, balconies, unenclosed steps and other architectural features which are of a similar character may project up to 1.0 m (3.3 ft) into any required front yard or rear yard. Eaves, chimneys, sills, shade projections, cantilevered projections with windows (such as bay, oriel or similar windows) and other architectural features which are of a similar character may project up to 0.5 m (1.5 ft) into any required yard.
2.	SITING ACCESSORY BUILDINGS	Accessory buildings (other than garages) shall be located no further forward on a site than the front line of the principal building.
3.	LANDSCAPING	Landscaping shall be provided to the satisfaction of the Development Authority, and sites in the R1 District shall be landscaped in a manner complementary to and consistent with the lakeside residential character of the R1 District.

6.3 PARKS AND RESERVES – P

1 General Purpose

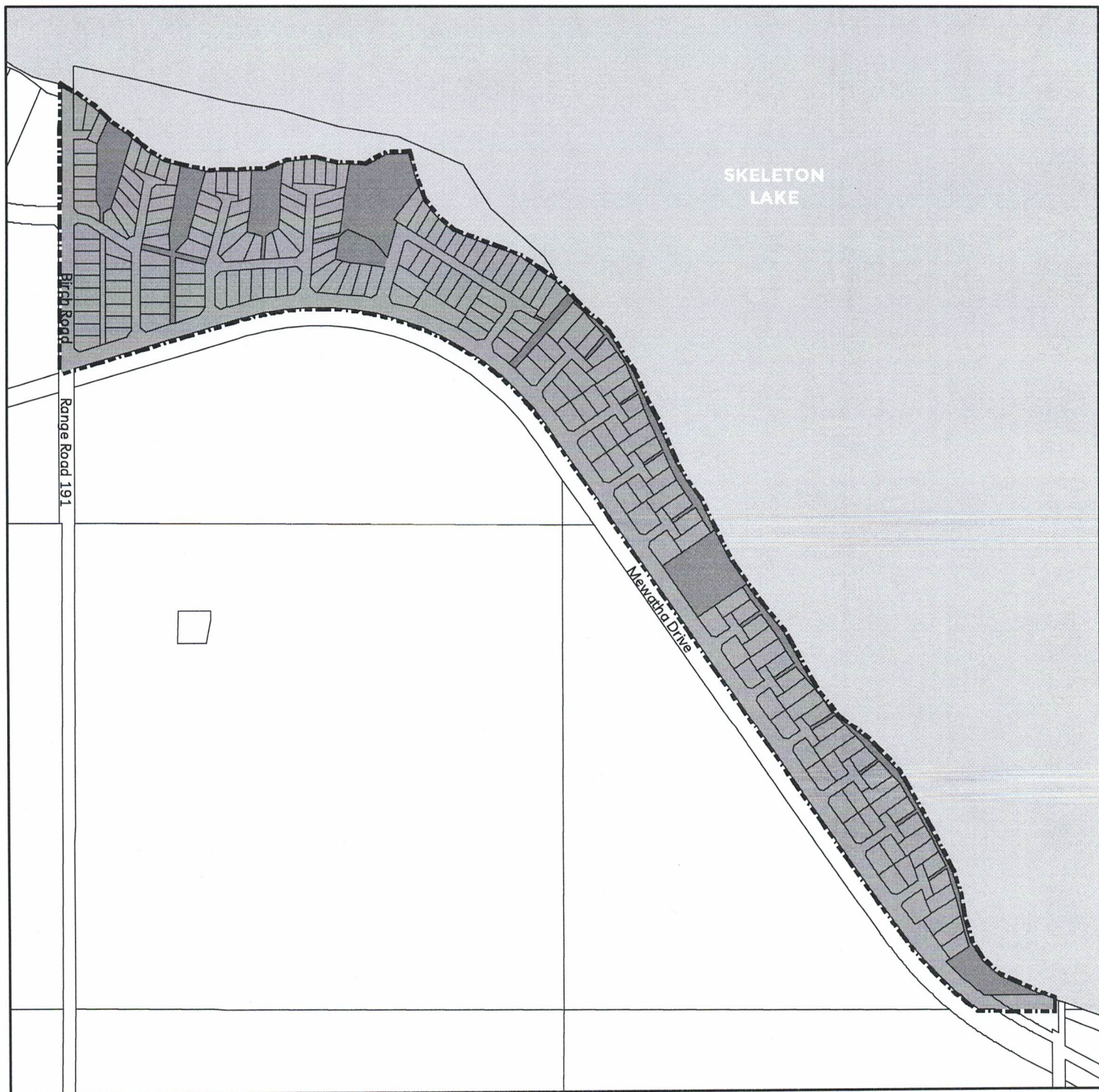
To preserve and protect the local environment while providing areas for low impact public recreation near Skeleton Lake.

2 Uses

PERMITTED	DISCRETIONARY
Reserves	Public or Quasi Public Buildings and Uses
Public Parks	Public Utilities

3 General Development Control Regulations

1.	SITE IMPROVEMENTS	Except for fencing at the perimeter of a site and except for public utilities (as defined in the Act) passing through a site, no improvements or structures of any nature or kind may be erected or brought onto the lands.
2.	NON-CONFORMING USES	Improvements or structures existing on a site at the date this district is applied may remain as non-conforming buildings within the meaning of the Act, and the Development Authority is authorized to issue any necessary development permits for the repair, maintenance and refurbishing of the same, even to the extent some structural alterations may be required.
3.	APPLICATION	This district may be applied to lands owned by the Summer Village and may be applied to other lands within the Summer Village only with the consent of the owner of those lands.
4.	VEGETATION	No more than 15% of the treed reserve adjacent to lake front properties can be removed. If more than this amount is removed, the will be required to replant the trees. Clearcutting is not allowed.




SUMMER VILLAGE OF MEWATHA BEACH

7 LAND USE DISTRICT MAP



LAND USE DISTRICTS

-  Residential District - R1
-  Parks and Reserves District - P

Summer Village of Mewatha Beach
Bylaw No. XXXX-XXX

March 2020

Mewatha Beach Community Association
c/o Box 90
Mayerthorpe, Ab T0E 1N0
mewathabca@gmail.com

May 1, 2023

Dear Mayor Walker and Council,

We are writing to you to introduce ourselves and additionally have a few requests.

We are a group of citizens who have incorporated as a non-profit Society with the Province of Alberta-the Mewatha Beach Community Association.

The objectives of the Society are as follows:

To organize community events and activities to build connections between residents of the Summer Village of Mewatha Beach

To support community building initiatives through fundraising and volunteerism

Our Board consists of the following Directors:

President Cori Foged

Secretary/Treasurer Kelly Parson

Director Kevin Pytel

Director Stephanie Badry

Director Susan White

Our first request is that we bring a delegation to the AGM of the Summer Village on June 19, 2023 to introduce ourselves in person to Council and residents. We would like some further assistance in getting the news out to residents about the Association, and respectfully request that the CAO include an item in the next Village newsletter and if possible provide our contact information on the Village website. Please spread the word to anyone you might know who might be interested in becoming a Board member or volunteer!

Our second request is that the Summer Village of Mewatha Beach contribute financially with start-up costs. We humbly request \$1000. Is it possible that our Association be under the umbrella of the Summer Village's insurance? Should a group of volunteers plan an event in the Village, there will need to be insurance in place. From our Director's past experiences with non-profit organizations, the municipality was able to add non-profit groups to their insurance.

We look forward to a positive working relationship with Village Council for the betterment of Mewatha Beach and area residents.

Thank you for your consideration.

Sincerely,

Cori Foged, President

From: Jenifer Borgen <Jenifer.Borgen@aspenview.org>
Sent: May 18, 2023 10:38 AM
To: bancroftkim@hotmail.com
Subject: PRAAC donation request
Attachments: PRAAC Donation Request 2023.pdf

Categories: Island Lake South, Mewatha Beach, Whispering Hills, Sunset Beach, South Baptiste

Good morning Kim,

I'm writing on behalf of Athabasca PRAAC regarding a request for donations to help support our work in the Athabasca area including the surrounding counties and summer villages. I know that you cover a number of the Summer Villages and thought that instead of sending you numerous emails I would instead send one and ask that you distribute the information to Island Lake South, Mewatha Beach, Whispering Hills, and Sunset Beach.

With the impact of Covid we have lost the funds we typically generate from our Walk a Mile events and as a result, are desperately in need of donations. If you would forward the attached letter of request to the appropriate councils we would greatly appreciate it.

Thanks,

Jenifer Borgen (she/her) MACP, CCC
Aspen View Public Schools #78
School Counselor / Student Services Consultant
780-689-0579

"I would like to acknowledge that I work on Treaty 6 territory, a traditional meeting grounds, gathering place, and travelling route to the Cree, Saulteaux (So-toe), Blackfoot, Métis, Dene (De-nay) and Nakota Sioux (Sue). I acknowledge all the many First Nations, Métis, and Inuit whose footsteps have marked these lands for centuries."

NOTE: This e-mail and any files transmitted with it are intended solely for the use of the individual or entity to whom it is addressed. If you are not the intended recipient or the person responsible for delivering the e-mail to the intended recipient, be advised that you have received this e-mail in error, and that any use, dissemination, forwarding, printing or copying of the e-mail or its attachments is prohibited. If you have received this e-mail in error please notify the sender.



Athabasca and Area Prevention of Relationship Abuse Committee
c/o Healthy Families Healthy Futures at Lower Level, 4705-49 Ave, Athabasca, AB T9S 1B7

Subject: Are you willing to help Athabasca and area PRAAC?

Family violence affects Canadians in all types of families and relationships, no matter how old they are, where they live, or how much money, education, or job type. It can affect people of every race, religion, and sexual orientation.

Victims and abusive persons come to work – and sometimes violence follows them. What happens at home affects people's performance at work. What happens at home can affect the safety and work climate of your workplace. Family violence can affect everyone in the workplace – employers, employees, co-workers, and clients.¹

Athabasca and area PRAAC work hard to support and bring awareness to healthy relationships in our communities. Ever since 2008, our team has been raising funds to advocate for support, resources, and programs for the prevention of relationship abuse in Athabasca and the area. In recent years we have committed to providing financial support to the Healthy Families Healthy Futures Thrive Outreach position. The HFHF Thrive Outreach position offers free, non-judgmental, respectful, inclusive, confidential support for all individuals affected by relationship abuse. In the last few years, government grants that the Thrive Outreach position is dependent on have become less and less; and to maintain the hours of the program that are dedicated to the Athabasca and area communities more funding is required.

In 2022 PRAAC committed to donating \$23,000 to maintain the current THRIVE program here in our Athabasca and area community, this year in 2023 we are dedicated to doing the same. This program is critical in supporting individuals, children and youth, families, and businesses dealing with the impact of family violence.

¹ Family Violence in the Workplace, Alberta Children's Services Prevention of Family Violence and Bullying, NCN1583, March 2014



Athabasca and Area Prevention of Relationship Abuse Committee
c/o Healthy Families Healthy Futures at Lower Level, 4705-49 Ave, Athabasca, AB T9S 1B7

This is why we are asking for your help. With your resources and dedication to this cause, we can ensure that our community members have access to free, confidential, non-judgmental support through the Thrive Outreach Support program.

Would you be willing to make a financial donation to help our cause? We will be happy to provide public recognition and thanks to your company on our website, social media sites and any other public thanks we carry out in exchange for showing how much we appreciate this.

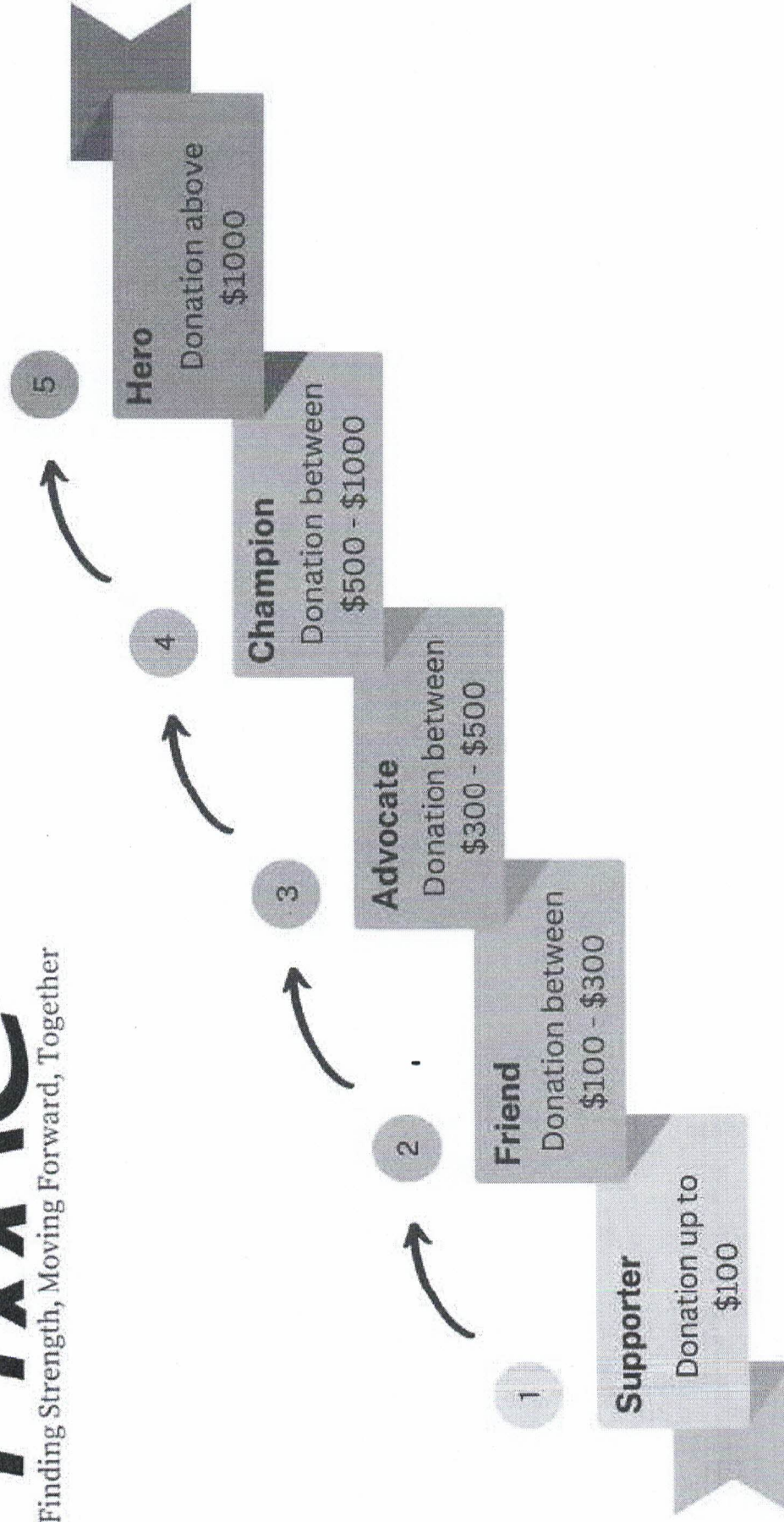
Donating is easy:

- ONLINE by CREDIT CARD – visit www.wamathabasca.ca and you will be directed to the online donation website that we use. Simply choose **PRAAC Athabasca** for the programming choice.
- MAIL – Cheques can be mailed to Healthy Families Healthy Futures, #204 10619 100 Ave, Westlock, AB T7P 2J4. Please make all cheques payable to Healthy Families Healthy Futures (as they are PRAAC's banker), and include a note that the donation is for PRAAC
- DROP OFF – Cheques or cash can be dropped off at FCSS Building, 3598 48 Ave, Athabasca, AB. Please make all cheques payable to Healthy Families Healthy Futures (as they are PRAAC's banker), and include a note that the donation is for PRAAC

Thank you for your help,

Athabasca and area PRAAC Committee





For more information contact us at:



athabascapraac@gmail.com



780-579-0577



www.athabascapraac.ca