

**SUMMER VILLAGE OF CRYSTAL SPRINGS  
REGULAR COUNCIL MEETING  
Wednesday, September 12, 2018 at 4:00 p.m.  
Summer Villages Office Council Chambers  
605-2<sup>nd</sup> Ave, Ma-Me-O Beach, AB**

**AGENDA**

- A. CALL TO ORDER**
- B. DELEGATIONS / PRESENTATIONS**
  - 1. None
- C. ADOPTION / ADDITIONS TO AGENDA**
- D. ADOPTION OF MINUTES OF PREVIOUS COUNCIL MEETINGS**
  - 1. Regular Council Minutes of July 11, 2018
  - 2. Organizational Council Minutes of July 14, 2018
- E. READING OF BYLAWS**
  - 1. Policy #25-2018, Holding Tank Inspection Policy
  - 2. Policy #26-2018, Wastewater System Variance Policy
  - 3. Bylaw #236, Restricted Use of Fertilizers, Herbicides and Pesticides
- F. COUNCIL & CAO REPORTS**
  - 1. None
- G. DISCUSSION ITEMS**
  - 1. Local Wastewater Project
  - 2. Park Enhancement Update
  - 3. Tent & Public Address System Rentals
  - 4. Pigeon Lake Renewal League Recycling Proposal
  - 5. Road Reconstruction
  - 6. Newsletter Distribution
  - 7. AUMA Alberta Police Act Working Group
  - 8. Family & Community Support Services (FCSS)
  - 9. Cannabis Bylaw
- H. FINANCIAL REPORTS**
  - 1. Financial Report
    - a) South Pigeon Lake Fire Department Donation
  - 2. 2018 – 2019 Alberta Community Partnership Grant
- I. CORRESPONDENCE / INFORMATION ITEMS**
  - 1. Website Statistics
  - 2. ASVA Conference
  - 3. ASVA Silent Auction Items Request
  - 4. IDP/ICF Update
  - 5. Pigeon Lake Renewal League Fertilizer/ Herbicide Bylaw Recommendations
- J. IN CAMERA**
  - 1. Crystal Springs Store & Farm FOIP S. 27 (1) (a)
  - 2. Local Wastewater Project FOIP S. 17(1), 24(1)
- K. ADJOURNMENT**

# Summer Village of Crystal Springs

Box 100, 605-2<sup>nd</sup> Avenue, Ma-Me-O Beach, AB T0C 1X0

Tel: 780-586-2494

Email: [information@svofficepl.com](mailto:information@svofficepl.com)

[www.crystalsprings.ca](http://www.crystalsprings.ca)

## Minutes

### Regular Council Meeting

July 11, 2018

### Summer Villages Office Council Chambers

#### Present:

Ian Rawlinson, Mayor

Sylvia Roy, Chief Administrative Officer

Ron LaJeunesse, Deputy Mayor

Margaret Gagnon, Councilor

#### A. CALL TO ORDER

Mayor Rawlinson called the meeting to order at 4:01 pm.

#### B. DELEGATIONS

Mr. Chris George and Mr. Greg Sentis MPE. In Camera – Contractor Performance FOIP S. 16(1), 24(1)

#### Res. #18-121

Moved by Mayor Rawlinson to go In Camera at 4:01 pm.

CARRIED

#### Res. #18-122

Moved by Mayor Rawlinson to come out of In Camera at 4:22 pm.

CARRIED

The delegation departed from Council Chambers at 4:23 pm.

#### C. ADOPTION OF AGENDA

#### Res. #18-123

Moved by Mayor Rawlinson to approve the agenda as amended.

CARRIED

#### D. ADOPTION OF MINUTES

##### 1. Regular Council Meeting Minutes of June 13, 2018

#### Res. # 18-124

Moved by Deputy Mayor LaJeunesse to approve the Crystal Springs Regular Council Meeting Minutes of June 13, 2018 as presented.

CARRIED

##### 2. Special Council Meeting Minutes of June 27, 2018

#### Res. # 18-125

Moved by Mayor Rawlinson to approve the Crystal Springs Special Council Meeting Minutes of June 27, 2018 as presented.

CARRIED

D/-1

**E. READING OF BYLAWS**

1. Bylaw #237, Procedural Bylaw

Res. # 18-126

Moved by Mayor Rawlinson to give First Reading to Bylaw #237, Procedural Bylaw, as presented.

CARRIED

Res. # 18-127

Moved by Councillor Gagnon to give Second Reading to Bylaw #237, Procedural Bylaw, as presented.

CARRIED

Res. # 18-128

Moved by Deputy Mayor LaJeunesse to proceed to Third Reading for to Bylaw #237, Procedural Bylaw, as presented.

CARRIED UNANIMOUSLY

Res. # 18-129

Moved by Mayor Rawlinson to give Third Reading to Bylaw #237, Procedural Bylaw, as presented.

CARRIED

**F. COUNCIL & CAO REPORTS**

None

**G. DISCUSSION ITEMS**

1. South Pigeon Lake Regional Wastewater Services Commission

Res. # 18-130

Moved by Deputy Mayor LaJeunesse to accept the South Pigeon Lake Regional Wastewater Services Commission letter as information.

CARRIED

2. Local Wastewater Project

Res. # 18-131

Moved by Mayor Rawlinson that the initial payment for the amortization of the connection fee be included on the 2019 tax notice for Crystal Springs property owners who choose to amortize the connection fee.

CARRIED

3. Fertilizer Bylaw Review

Res. # 18-132

Moved by Deputy Mayor LaJeunesse to accept the draft Fertilizer Bylaw as information.

CARRIED

4. Annual Information Meeting

Res. # 18-133

Moved by Mayor Rawlinson to accept the draft Annual Information Meeting agenda as information.

CARRIED

5. Crystal Springs Store Property

Res. # 18-134

Moved by Mayor Rawlinson to accept the Crystal Springs Store Property update as information.

CARRIED

6. Parks & Recreation Update

Res. # 18-135

Moved by Mayor Rawlinson to accept the parks & recreation update as information.

CARRIED

7. Organizational Meeting

Res. # 18-136

Moved by Mayor Rawlinson that the Crystal Springs Organizational Meeting be held at Noon on Saturday, July 14, 2018 at the Summer Villages Office.

CARRIED

8. Road Renewal

Res. # 18-137

Moved by Mayor Rawlinson that the Summer Village of Crystal Springs engage Select Engineering for preliminary testing and engineering for the Crystal Springs road.

CARRIED

H. FINANCIAL REPORTS

1. Financial Report

Res. # 18-138

Moved by Mayor Rawlinson to accept the financial report as information.

CARRIED

I. CORRESPONDENCE/ INFORMATION ITEMS

1. Operating Spending Plan
2. Municipal Inspection Reporting
3. Royal Canadian Legion Funding Request

Res. # 18-139

Moved by Mayor Rawlinson that the above 3 items be received as information.

CARRIED

J. IN-CAMERA

None.

K. ADJOURNMENT

Res. # 18-140

Moved by Mayor Rawlinson that the meeting be adjourned at 5:45 pm.

CARRIED

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Ian Rawlinson, Mayor  
Summer Village of Crystal Springs

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Sylvia Roy, C.A.O.  
Summer Village of Crystal Springs



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## Summer Village of Crystal Springs

### Organizational Meeting Minutes

July 14, 2018

#### Summer Villages Office

**PRESENT** Ms. Margaret Gagnon, Mr. Ian Rawlinson, Mr. Ron La Jeunesse  
Gail Coleman, A/CAO, Jeff Riege, CFO

- A. CALL TO ORDER** The meeting was called to order by the A/CAO at 12:25 pm.
- B. OATH OF OFFICE** The Oath of Office was sworn and signed by each council member.

**C. APPOINTMENT OF MAYOR AND DEPUTY MAYOR**

**Res. # 18-141**

Moved by Councillor Lajeunesse to appoint Councillor Rawlinson as Mayor of the Summer Village of Crystal Springs.

**CARRIED**

**Res. # 18-142**

Moved by Councillor Gagnon to appoint Councillor Lajeunesse as Deputy Mayor of the Summer Village of Crystal Springs.

**CARRIED**

Mayor Rawlinson assumed the Chair for the remainder of the meeting.

**D. APPOINTMENTS**

**1. Auditor**

**Res. # 18-143**

Moved by Mayor Rawlinson that Seniuk and Company of Edmonton, AB be appointed as auditor for the Summer Village of Crystal Springs.

**CARRIED**

**2. Assessor**

**Res. # 18-144**

Moved by Councillor Gagnon that Grant Clark of Leduc (Kevin Lawrence owner KCL Consulting Inc. St. Albert, AB) contracted through Capital Region Assessment Services Commission be appointed as Assessor for the Summer Village of Crystal Springs.

**CARRIED**

D2-1



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### 3. Capital Region Assessment Services Commission

**Res. # 18-145**

**Moved by Mayor Rawlinson that Councillor Gagnon be appointed as the representative to the Capital Region Assessment Services Commission for the Summer Village of Crystal Springs.**

**CARRIED**

### 4. Alliance of Pigeon Lake Municipalities

**Res. # 18-146**

**Moved by Deputy Mayor Lajeunesse that Mayor Rawlinson be appointed as the representative to the Alliance of Pigeon Lake Municipalities for the Summer Village of Crystal Springs.**

**CARRIED**

### 5. Joint Services Committee

**Res. # 18-147**

**Moved by Mayor Rawlinson that Deputy Mayor Lajeunesse be appointed as the representative to the Joint Services Committee for the Summer Village of Crystal Springs.**

**CARRIED**

### 6. Intermunicipal Development Plan Committee

**Res. # 18-148**

**Moved by Mayor Rawlinson that Deputy Mayor Lajeunesse be appointed as the representative to the Intermunicipal Development Plan Committee for the Summer Village of Crystal Springs.**

**CARRIED**

### 7. Emergency Management/ Emergency Services

**Res. # 18-149**

**Moved by Mayor Rawlinson that Councillor Gagnon be appointed as the representative for Emergency Management/ Emergency Services for the Summer Village of Crystal Springs.**

**CARRIED**

### 8. South Pigeon Lake Regional Wastewater Services Commission

**Res. # 18-150**

**Moved by Mayor Rawlinson that Deputy Mayor Lajeunesse be appointed as the representative to the South Pigeon Lake Regional Wastewater Services Commission for the Summer Village of Crystal Springs.**

**CARRIED**

DJ-2



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## 9. Family & Community Support Services

**Res. # 18-151**

**Moved by Deputy Mayor Lajeunesse that Councillor Gagnon be appointed as the representative for Family & Community Support Services for the Summer Village of Crystal Springs.**

**CARRIED**

## 10. Parks & Recreation Committee

**Res. # 18-152**

**Moved by Mayor Rawlinson that Deputy Mayor Lajeunesse be appointed as the representative to the Parks & Recreation Committee for the Summer Village of Crystal Springs.**

**CARRIED**

## 11. Yellowhead Regional Library

**Res. # 18-153**

**Moved by Deputy Mayor Lajeunesse that Councillor Gagnon be appointed as the representative to the Yellowhead Regional Library for the Summer Village of Crystal Springs.**

**CARRIED**

## 12. Subdivision & Development Appeal Board

**Res. # 18-154**

**Moved by Mayor Rawlinson that Councillor Gagnon be appointed as the representative to the Crystal Springs Subdivision & Development Appeal Board and that the public members are derived from a roster including: Byron Sommerville, Arnold Moerth, Brian Keeler, John Slater, and Pete Langelles.**

**CARRIED**

**Res. # 18-155**

**Moved by Deputy Mayor Lajeunesse that Subdivision & Development Appeal Board members be paid an honorarium of \$125 for each appeal hearing in which they participate for the Summer Village of Crystal Springs.**

**CARRIED**

D2-3



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**Res. # 18-156**

**Moved by Mayor Rawlinson that Sylvia Roy be appointed as Clerk to the Subdivision and Development Appeal Board for the Summer Village of Crystal Springs.**

**CARRIED**

13. Development Officer

**Res. # 18-157**

**Moved by Mayor Rawlinson that Paula Lamoureux be appointed as Development Officer for the Summer Village of Crystal Springs.**

**CARRIED**

14. Pigeon Lake Watershed Management Plan

**Res. # 18-158**

**Moved by Mayor Rawlinson that Deputy Mayor Lajeunesse be appointed to the Pigeon Lake Watershed Management Plan committee.**

**CARRIED**

15. Pigeon Lake Regional Chamber of Commerce

**Res. # 18-159**

**Moved by Mayor Rawlinson that Councillor Gagnon act as liaison to the Pigeon Lake Regional Chamber of Commerce for the Summer Village of Crystal Springs.**

**CARRIED**

16. Pigeon Lake Watershed Association

**Res. # 18-160**

**Moved by Deputy Mayor Lajeunesse that Mayor Rawlinson act as liaison to the Pigeon Lake Watershed Association for the Summer Village of Crystal Springs.**

**CARRIED**

## **E. SIGNING AUTHORITY**

**Res. # 18-161**

**Moved by Mayor Rawlinson to approve signing authority for the Summer Village of Crystal Springs for Council Members Ian Rawlinson, Ron LaJeunesse and Margaret Gagnon, and for Administrative Members Sylvia Roy, Chief Administrative Officer; Jeff Riege, Chief Financial Officer and Gail Coleman, Assistant Chief Administrative Officer.**

**CARRIED**

D2-4





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## F. AUTHORIZED CONTACTS

Res. # 18-162

Moved by Mayor Rawlinson that authorized contacts for the Summer Village of Crystal Springs for the Alberta Treasury Branch bank accounts are Sylvia Roy, Chief Administrative Officer; Jeff Riege, Chief Financial Officer and Rose Mary Peel, Accounting Clerk.

CARRIED

## G. COUNCIL MEETING DETAILS

Res. # 18-162

Moved by Mayor Rawlinson that Council Meetings be held every second Wednesday of the month at 4:00 pm at the Summer Villages Office at 605-2<sup>nd</sup> Avenue, Ma-Me-O Beach, AB unless circumstances deem otherwise.

CARRIED

## H. CODE OF ETHICS AND CONDUCT POLICY

All Council Members received and signed a copy of the Code of Ethics and Conduct for Council Members Policy.

## I. ADJOURNMENT

Res. # 18-163

Moved by Mayor Rawlinson that the meeting be adjourned at 12:37 pm.

CARRIED

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Ian Rawlinson, Mayor  
Summer Village of Crystal Springs

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Gail Coleman, A.C.A.O.  
Summer Village of Crystal Springs

DJ-5

**SUMMER VILLAGE OF CRYSTAL SPRINGS**  
**POLICY #25-2018**

**SUBJECT: Holding Tank Inspection Policy**

**DEPARTMENT: Council**

**ADOPTED AND APPROVED BY COUNCIL: September 12, 2018**

**AMENDMENT DATE/ RES. NO:**

**DEFINITIONS:**

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“Administration” means the employees or contracted employees for the Summer Village of Crystal Springs

“CAO” means the Chief Administrative Officer being the administrative lead as appointed by Council, responsible to perform those responsibilities contained within the Municipal Government Act.

“Certified Installer” means a person certified through the Government of Alberta, Municipal Affairs for the installation and inspection of Private Sewage Disposal Systems (PSDS) who has been approved by the Summer Village.

“Council” means the Council of the Summer Village of Crystal Springs

“Inspection Report” is a report provided by the Certified Installer who inspects a holding tank to the property owner and the Summer Village Office that sets out the Status of the holding tank. The holding tank will be either Compliant, Partially Compliant or Non-Compliant. If the tank is Non-Compliant it will have to be replaced. If the tank is Partially Compliant, the report will set out the steps that need to be taken to bring the tank into compliance.

“Private Sewage Disposal System” means on-site wastewater treatment systems as defined in the Standard of Practice, including Septic Tanks and the associated Treatment Fields, Holding Tanks, Privies or Outhouses, or a plant for the treatment and disposal of *Wastewater* that is not connected to a municipal wastewater utility system.

“Summer Village” means the Summer Village of Crystal Springs

“Municipal Wastewater Utility System” means a piping system for collecting Wastewater operated by the Summer Village or a contractor selected by the Summer Village, either alone or in cooperation with other municipalities.

**PURPOSE:**

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This policy sets out the process and schedule for the inspection of holding tanks that are not connected to the Municipal Wastewater Utility System.

**PROCEDURE:**

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As required by Bylaw 230, Wastewater Bylaw 2018, holding tanks that are not connected to the Municipal Wastewater Utility System are to be inspected every two years beginning in late 2018. The Summer Village will select a contractor to provide the inspection services. This contractor shall be on the Municipal Affairs Certified Installer list for PSDS inspections.

**PROCESS:**

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The Certified Installer will be given a list of properties for which holding tank inspections are required by the Summer Village Office. This list shall include all holding tanks that are not connected to the Municipal Wastewater Utility System.

The Certified Installer shall contact the property owners to schedule a mutually agreeable time for the inspection.

The Certified Installer shall perform the inspection to the criteria set out in Schedule A (attached) and provide a copy of the inspection report Schedule B (attached) to the property owner and the Summer Village Office.

Following inspection, the contractor shall provide an Inspection Report to the property owner and the Summer Village Office that clearly states the status of the holding tank. In the event that the tank is non-compliant or partially compliant, the report shall set out the reasons for the selected status and the changes that must be made to bring the tank into compliance.

**The property owner is responsible for the cost of the inspection.**

Upon receipt of the inspection report the following actions will be taken by the Summer Village Office:

1. Status – Compliant – file report – no follow up required.
2. Status – Partially Compliant – Summer Village Administration will confirm with the Certified Installer the steps the property owner must take to bring the system into compliance. The property owner will be provided a Notice of Deficiency stating the deficiencies and allowing 60 days to bring the holding tank into compliance. The Certified Installer shall re-inspect the holding tank at the end of the 60 day period and provide a follow up report to the Summer Village Office. If the revised Status is anything other than Compliant, the following section for Non-Compliant Tanks will apply.
3. Status – Non-Compliant – Summer Village Administration will Notify the property owner that the holding tank must be replaced with a tank that meets the necessary specification for the Municipal Wastewater Utility System and that the new tank must be connected to the Municipal Wastewater Utility System. The property owner will be given a Notice period for the completion of the replacement of the tank and a further 30 days to complete the connection to the Municipal Wastewater Utility System.

All of the costs associated with bringing the tank into compliance or replacing the tank and connecting to the Municipal Wastewater Utility System shall be the responsibility of the property owner.

In the event that the tank is not replaced and connected to the System within the time frame provided in the Notice, Section 4.6 of Bylaw 229 shall apply and the Summer Village may enter the property and make the connection to the Municipal Wastewater Utility System at the property owner's cost.

A property owner may appeal to the Chief Administrative Officer if he/she feels that there is an error in the inspection report or that the timelines for correction of the deficiencies is unreasonable.

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**Ian Rawlinson, Mayor**  
**Summer Village of Crystal Springs**

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**Sylvia Roy, CAO**  
**Summer Village of Crystal Springs**

## TANK INSPECTION PROCEDURE

### Setup:

Notification to the home owner by the contractor.

Identify tank access and determine what type of inspection is possible.

Record lot number and determine if the tank is a single or double chamber. If access is not possible, than a camera inspection will be used.

If the level of effluent is not low enough to proceed, a pump out will be requested.

### Pumping Out:

If required, the tank will be pumped out. The pumper truck would park as close as practically possible to allow for the removal of the effluent.

The material will be disposed of at an approved site.

### Camera Survey:

The inspector will lay on the surface and lower the camera into the riser, moving the camera to point at all areas of the tank while continuously watching the attached video screen.

### Visual Inspection:

If the inspector has to enter the tank, he will use a confined space entry system as well as a second person to act as a spotter. The inspector would not fully enter the tank due to the inability to move around the tank safely. Protective clothing and face masks will be worn to ensure that the inspector is not getting contaminated material on his person.

### Inspection Points:

1. Is there any sign of cracking to the concrete structure?
2. If cracking is evident is there any sign on infiltration?
3. What is the size of the tank? Will it meet the system specifications if a future hook up is desired?
4. Are the tank lid and riser(s) insulated?
5. Is there any damage to the baffles, or the connections leaking?

### Reporting:

As the inspection is being undertaken, the required information will be recorded on the Tank Inspection Report.

The tank status shall be indicated and in the case of a partially compliant tank, the steps needed to bring the tank into compliance shall be clearly stated.



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## HOLDING TANK INSPECTION REPORT

Owner Name: \_\_\_\_\_

Lot Number: \_\_\_\_\_ Date of Inspection: \_\_\_\_\_

Inspection type:      Initial      Follow Up

**Inspection Details:**

Tank Type:    Single      Double

Tank Material:      Concrete      Fiberglass      Other

Riser : Size \_\_\_\_\_ Number \_\_\_\_\_

Depth to top of Tank \_\_\_\_\_

Depth to Bottom of Tank \_\_\_\_\_

Tank Condition: \_\_\_\_\_  
\_\_\_\_\_

Tank Lid insulated?: Yes      No

Risers insulated?:    Yes      No      One only

Inspection Type:    Visual      Camera      Entry

**Tank Status:**    Compliant      Partially Compliant      Non-Compliant

If Partially Compliant, steps needed to become compliant:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Other Comments:**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Certified Inspector (Print Name)

\_\_\_\_\_  
Signature

*E1-4*

**SUMMER VILLAGE OF CRYSTAL SPRINGS**  
**POLICY # 26 – 2018**

**SUBJECT:** Wastewater System Variance Policy

**DEPARTMENT:** DEVELOPMENT / ADMINISTRATION

**ADOPTED BY COUNCIL:** September 12, 2018

**RESOLUTION NUMBER:**

**AMENDMENT DATE:**

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**PURPOSE/RATIONALE:**

This policy provides guidance regarding the process and approvals needed for the granting of variances to the engineering standards for the local Municipal Wastewater System.

**SCOPE:**

This policy sets out the circumstances under which a variance may be granted; how it will be managed in future; and, the conditions that will cause the variance approval to expire.

**DEFINITIONS:**

In this Policy all definitions are as set out in the Municipal Wastewater Utility Bylaw.

**SPECIFICATIONS:**

MPE Engineering Ltd. has provided engineering specifications for the on-lot components of the Municipal Wastewater Utility System. The certified installer will have a copy of the current specifications and will advise the property owner of any deficiencies in the planned on-lot installation for their property.

**VARIANCES:**

In the event that a variance is required for a property due to restrictions related to lot size, tank location, or surface obstructions a variance application may be made. Variances will only be granted if the property owners cannot meet the engineering standard due to significant on-lot constraints.

**PROCESS:**

The Certified Installer will review the circumstances and confirm that the engineering standard cannot be met. The Certified Installer will provide a summary of the circumstances that are giving rise to the need for a variance with their proposed solution to Summer Village Administration. Summer Village Administration will review the recommendation and attend on site to determine if any other alternatives exist. Administration will prepare a Variance Plan.

In the event that there are two possible solutions to the situation, the Variance Plan will be brought to Council for their input prior to approval of the Variance Plan.

Summer Village Administration will notify the Certified Installer working on the property and the Property Owner of the approved Variance Plan.

The property owner will then discuss the situation with the Development Officer and complete the variance request form (see attached).

The Development Officer may then grant a variance. The property owner will be required to sign a waiver accepting responsibility for any problems or additional maintenance associated with the approved variance. The Development Officer will record the approval of the variance and that the property has a non-conforming on-lot system.

This information will be included in any future Compliance Certificate information issued with respect to that property.

In the event that a Development Permit application for the property is received that may change the burden on the on-lot wastewater system or include upgrading, expanding, or re-structuring of the dwelling(s), the variance approval will be revoked and the property owner will be required to upgrade their on-lot wastewater to meet the engineering standard in effect at that time.

In the event that the property is sold, the new owner will be required to either bring the on-lot wastewater system into compliance with the engineering standards in effect at that time, or, to sign a waiver and accept the additional costs for problems, issues or maintenance associated with the variance.

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Ian Rawlinson, Mayor  
Summer Village of Crystal Springs

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Sylvia Roy, CAO  
Summer Village of Crystal Springs



# Summer Village of Crystal Springs

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## Municipal Wastewater System Variance Request

Owner (s) Name: \_\_\_\_\_ Roll #: \_\_\_\_\_

Address \_\_\_\_\_ Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Plan: \_\_\_\_\_

### Variance Description

See Certified Installer Summary  
Attached

Tank Variance (size does not meet Engineer Specifications) \_\_\_\_\_

Insulation Required \_\_\_\_\_ Not Insulated \_\_\_\_\_

Depth Requirement \_\_\_\_\_ Does not meet \_\_\_\_\_

Variance Request recommended by Certified Installer \_\_\_\_\_

I, \_\_\_\_\_ hereby represent that I am the owner or the Authorized Agent of the owner of the lot described above and that I have the authority to sign this application for a variance request at the above noted address.

By signing this agreement, I understand that the wastewater system on my lot is non-conforming. In the event that a Development Permit for the property is requested that may change the burden on the on-lot wastewater system or include upgrading, expanding, or restructuring of the dwelling(s), this variance approval will be revoked and I/We will be required to upgrade the on-lot wastewater system to meet the engineering standard in effect at that time.

By signing this agreement, I also understand that I am fully liable for any additional costs, issues, or maintenance that may arise as a result of this variance.

\_\_\_\_\_  
Signature

The above Variance has been granted by the Development Officer on \_\_\_\_\_

\_\_\_\_\_  
Paula Lamoureux  
Development Officer

E2-3



**SUMMER VILLAGE OF CRYSTAL SPRINGS**

**BYLAW #236**

**A BYLAW OF THE SUMMER VILLAGE OF CRYSTAL SPRINGS IN THE PROVINCE OF ALBERTA  
TO RESTRICT THE USE OF FERTILIZERS, HERBICIDES AND PESTICIDES**

**WHEREAS** the Municipal Government Act (Alberta) authorizes the council of a local municipality to pass a bylaw regulating the safety, health and welfare of people and the protection of people and property; people, activities and things in, on or near a public place that is open to the public; and the enforcement of bylaws;

**AND WHEREAS** the Council of the Summer Village is concerned with the water quality of Pigeon Lake and the detrimental effects of fertilizers and pesticides on water quality;

**AND WHEREAS** the Council of the Summer Village has deemed it necessary to have restrictions on the use of fertilizers and pesticides in the Summer Village;

**NOW THEREFORE**, under the authority of the Municipal Government Act (Alberta), the Council of the Summer Village, duly assembled, hereby enacts as follows:

**1 - NAME**

This Bylaw will be known as the "Restricted Use of Fertilizers, Herbicides and Pesticides Bylaw".

**2 - DEFINITIONS**

In this Bylaw, unless the context otherwise requires:

- (a) "Bylaw Enforcement Officer" means any person appointed by Council of the Summer Village or the Summer Village CAO to enforce this Bylaw.
- (b) "Council" means the elected council of the Summer Village.
- (c) "Fertilizer" means any substance or mixture of substances, containing nitrogen, phosphorus, potassium or other chemicals that is manufactured, sold or represented for use as a plant nutrient or aid to plant growth provided that, for greater certainty, "Fertilizer" does not include natural vegetative compost.
- (d) "Herbicide" means a chemical substance used to control or manipulate undesirable vegetation especially weeds.

- (e) "Owner" means with respect to a property located within the municipal boundaries of the Summer Village.
- (e) "Pesticide" means any substance or mixture of substances that is manufactured, sold or represented for destroying unwanted pests or other unwanted organisms or unwanted plants including, without limitation, weeds, fungi, insects and microbes.
- (g) "Summer Village" means the Summer Village of Crystal Springs.
- (h) "Summer Village CAO" means the chief administrative officer of the Summer Village.

### **3. PROHIBITION**

- (a) No person shall apply, spray, distribute or otherwise use, or cause to be applied, sprayed, distributed or otherwise used, any Fertilizers, Herbicides or Pesticides on any property located within the municipal boundaries of the Summer Village except (i) as permitted in accordance with sections 3(b) and (c) below, or (ii) with the prior written consent or approval of the Summer Village CAO. When deciding whether or not such consent or approval should be given, the Bylaw Enforcement Officer or the Summer Village CAO shall assess, in his/her opinion, whether the application or use of such Fertilizers or Pesticides could reasonably be expected to cause harm to, or adversely affect the water quality of, Pigeon Lake or the ground water under one or more properties located within the municipal boundaries of the Summer Village.
- (b) Notwithstanding section 3(a) above, Fertilizers may be applied to vegetable gardens, flower gardens, trees and shrubs provided that the application is done in moderation and in a reasonable manner.
- (c) Notwithstanding section 3(a) above, Herbicides and Pesticides may be used to control noxious weeds or prohibited noxious weeds, as such terms are defined in the Weed Control Act (Alberta) and its applicable regulations, and (ii) unwanted insects or pests (including, without limitation, bees, wasps, hornets, slugs and aphids), provided that in the case of each of clauses (i) and (ii), the application is done in moderation and in a reasonable manner.

### **4. ENFORCEMENT**

- (a) A person who contravenes this Bylaw is guilty of an offence.
- (b) In the case of an offence that is of a continuing nature, a contravention constitutes a separate offence in respect of each day, or part of a day, on which it continues and a person guilty of such an offence is liable to a fine in an amount not less than that established by this Bylaw for each such day.

- (c) A person who is guilty of an offence is liable to pay a fine in an amount as outlined in Schedule "A".
- (e) Upon receiving a complaint or observing a breach of this Bylaw, a Bylaw Enforcement Officer will follow Schedule A.
- (f) In connection with the enforcement of this Bylaw, a Bylaw Enforcement Officer may (i) enter upon the applicable property at any reasonable time, and (ii) take any action which is reasonably required to enforce this Bylaw including, without limitation, taking samples of the soil or the plants located on the applicable property.
- (g) No person shall hinder or obstruct a Bylaw Enforcement Officer exercising a power or performing a duty under this Bylaw.
- (h) Any unpaid fines levied under this Bylaw shall form part of the property taxes payable by the Owner of the applicable property in respect of the immediately following taxation year.

**5. GENERAL**

- (a) Without restricting another power, duty or function granted by this Bylaw, the Summer Village CAO may (i) delegate any powers, duties or functions under this Bylaw to any employee or contractor of the Summer Village and (ii) establish forms for the purposes of this Bylaw.
- (b) Each separate provision of this Bylaw shall be deemed independent of all other provisions and if any provisions of this Bylaw shall be declared invalid, then all other provisions shall remain valid and enforceable.

**6. EFFECTIVE DATE**

This Bylaw shall come into full force and effect upon third reading thereof.

Read a first time this day of, 2018.

Read a second time this day of, 2018.

Read a third time and finally passed this day of, 2018.

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**Ian Rawlinson, Mayor**  
**Summer Village of Crystal Springs**

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**Sylvia Roy, C.A.O.**  
**Summer Village of Crystal Springs**

**SUMMER VILLAGE OF CRYSTAL SPRINGS  
BYLAW #236 – RESTRICTED USE OF FERTILIZERS, HERBICIDES AND PESTICIDES  
BYLAW**

**SCHEDULE “A”**

**PENALTIES**

1. A warning shall be issues to the offender and/or the Owner of the applicable property.
2. A penalty of \$250.00 (TWO HUNDRED AND FIFTY DOLLARS) shall be levied against and paid by any person who commits a breach of any of the provisions of this Bylaw.
3. A penalty of \$500.00 (FIVE HUNDRED DOLLARS) shall be levied against and paid by any person who commits for a second time a breach of any provision of this Bylaw provided the offence is committed within twelve (12) months of the commission of the first offence.
4. A penalty of \$1,000.00 (ONE THOUSAND DOLLARS) shall be levied against and paid by any person who commits for a third time a breach of any provision of this Bylaw provided the offence is committed within twelve (12) months of the commission of the second offence.
5. A penalty of \$2,000.00 (TWO THOUSAND DOLLARS) shall be levied against and paid by any person who commits a fourth breach and any subsequent breaches of any provision of this Bylaw provided the offence is committed within twelve (12) months of the commission of the third offence.

## *SUMMER VILLAGE OF CRYSTAL SPRINGS*

SUBJECT: Request for decision

DATE: July 20, 2018

BACKGROUND: On Sept 08 of 2017 Council received a delegation by Arnold Moerth co-chair of the Parks and Recreation Committee and executive member of the Pigeon Lake Renewal League (PLRL) with respect to the Day Park Enhancement Project. Following his presentation, Council unanimously approved the proposal as presented, including a commitment to maintain and insure. Council also approved a contribution of \$10,000 in 2018 and \$5000 in 2019, contingent upon grant approval.

On July 13, 2018 the Minister of Culture and Tourism advised Mr. Moerth and the PLRL that the CFEP grant had been approved in the amount of \$40,466.

CURRENT SITUATION: On July 20<sup>th</sup> Council met with Executive members of the PLRL and reviewed final plans for the Park upgrades. The following "plan" enhancements are intended to serve as a guiding document.

- The triangular piece of land to the west of the Park would be sodded and safety signed with removable Volley ball posts.
- A "water garden" as may be practical will be designed in consultation with the PLWA and would be built on the west end of the parking lot to capture drainage water from the culvert.
- All dangerous trees and stumps would be removed within budget constraints.
- The cookhouse would be expanded by approximately 10 ft. to 12 ft. with a new floor, new roof and protection from inclement weather. Heating options would be examined as an alternative to the proposed fire-pit that would not be installed.
- The building would be electrified along with park security lights as the budget may allow.
- A storage shed would be built to accommodate equipment.
- A winding paved porous semi-hard surface walkway would be built from the parking lot to the viewing platform.
- A viewing platform overlooking the lake with benches and tables would be built and placed near the parks eastern shore.
- The playground equipment will be consolidated in the Easter play area and all equipment refurbished with new sand/gravel.

Although not within the project parameters, the PLRL committed to working with Council to trim and manicure a few identified park trees at the time the tree removal occurred. They also agreed to look at options to improve the postal boxes (with Canada Post approval), upgrade the billboard and position the water closet. The League also committed to developing a volunteer recruitment and support strategy.

Council committed to communicate with residents and to assist with volunteer recruitment and support.

### RECOMMENDATION

That Council support in principle the "Plan" as agreed upon on July 19, 2018 and approve payment to the PLRL of the \$10,000 project commitment made in December, 2017.

G2

## Sylvia Roy

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**From:** Ian Rawlinson <ian.rawlinson@wolfcreek.ab.ca>  
**Sent:** Wednesday, July 25, 2018 11:49 AM  
**To:** Gail Coleman  
**Cc:** LaJeunesse; Magaret Gagnon; Sylvia Roy  
**Subject:** Re: Equipment loan

At this point it is loaned to residents and not rented. However, we may want to place this on our next agenda Sylvia so we can quickly discuss.

I will let David know he can come pick it up at the office at no charge.

Ian

On Wed, Jul 25, 2018 at 10:04 AM, Gail Coleman <[Gail.Coleman@svofficepl.com](mailto:Gail.Coleman@svofficepl.com)> wrote:

Hello Council

We have the equipment and tent.

Do you loan out the tent and sound system or do you rent it?

And, if it is rented, what do you charge?

I don't have any information on this.

But it is here and can be picked up.

Gail

Gail Coleman

ACAO

Summer Villages of Argentia Beach, Golden Days,

Grandview, Ma-M-O Beach, Norris Beach and Poplar Bay



"BLUE WATER through GREEN ACTION"

## PIGEON LAKE RENEWAL LEAGUE

SUBJECT: Recycle Initiative partnership (RIP)

PROPOSAL: That the Summer Village partner with the Pigeon Lake Renewal League in order to provide drink container recycling.

OBJECTIVES:

- To facilitate the recycling of all drink containers from the Summer Village through the provision of a convenient system
- To demonstrate a model of recycling convenience for the consideration of other lake communities
- To generate funds for improved park and recreational services

STRATEGY: Place a secure deposit bin (see sample in appendix below – 52W X 73H) near the postal station with regular pick-up of recyclables by the Falun Bottle Depot. Standard proceeds per item payable to the PLRL. Amounts to be determined but guestimates are several thousand annually.

DIVISION OF LABOUR:

The PLRL will:

- Purchase and place the container (Initial \$1000 cost plus \$300 delivery to be reimbursed from early proceeds. (The steel container normally used for clothing has a large deposit door yet provides security and a large door for emptying)
- Arrange the participation of the Falun Bottle Depot for weekly pick-up or as required (will vary seasonally) - done
- Promote the initiative throughout the community
- Receive and manage proceeds
- Monitor the site for cleanliness (A recreational volunteer lives across the street and has agreed to regular monitoring)
- Provide an annual report. The proceeds from deposits will be made payable to SVCS and designated for recreational and parks improvements.
- Document the experience and promote the initiative in other lakeside communities as appropriate.

The Summer Village of Crystal Springs will:

- Endorse the partnership for publicity purposes
- Provide park space for the placement of a collection container – location to be recommended by PLRL, but at the discretion of the CAO.
- Publicize the service in *Crystal Clear*

TIMING: By the time a container is customized and delivered and the project is initiated, we will have few frequent residents - although the holiday season may be important. The PLRL may elect to wait for Spring and it will take at least a year from implementation before the effort can be evaluated.

REQUEST FOR DECISION:

That the Summer Village of Crystal Springs endorse and participate in the "recycle initiative" of the PLRL.

APPENDIX:



BOX 11, SITE 3, RR 2, WESTEROSE, AB, T0C 2V0 PHONE 587-409-4719 PIGEONLAKE RENEWAL.WEEBLY.COM (ALBERTA SOCIETIES INCORPORATION # 5019891497)

The logo is an action oriented representation of the inter-dependence of people and nature, with the bottom light blue departing marine life and the upper green figure the serene movement of a sailing vessel - separate but connected

64



# Summer Village of Crystal Springs

Box 100, Summer Village of Ma-Me-O Beach, AB T0C 1X0

Tel: Office: 780-586-2494

Email: [information@svofficepl.com](mailto:information@svofficepl.com)

[www.svofficepl.com](http://www.svofficepl.com)

September 4, 2018

## REQUEST FOR DECISION

### Family & Community Support Services (FCSS)

#### **Background**

The Summer Village of Crystal Springs Council requested feedback from residents on the use of the FCSS program.

#### **Discussion**

Only one resident responded that they would use the program. Based on the information we received from FCSS, this resident's household would fall into the \$25/hour category due to total household income levels.

The rate generally charged for house cleaning services in the area is \$25/hour. Therefore, the homeowner would not benefit financially from participating in the FCSS program.

In addition, the Summer Village of Ma-Me-O Beach, who is the lead municipality for the FCSS grant funding, will be reviewing the program and the resident participation to assess the long-term value to the community.

#### **Recommendation**

Administration recommends that Crystal Springs Council defer their decision regarding participation in the FCSS program until Ma-Me-O Beach Council has made its determination regarding the long-term sustainability of the program.





# Summer Village of Crystal Springs

Box 100, Summer Village of Ma-Me-O Beach, AB T0C 1X0

Tel: Office: 780-586-2494

Email: [information@svofficepl.com](mailto:information@svofficepl.com)

[www.svofficepl.com](http://www.svofficepl.com)

September 5, 2018

## REQUEST FOR DECISION

### Cannabis Bylaw

#### **Background**

On October 17, 2018, cannabis will become a legal substance in Canada and will share a similar status to that of alcohol regarding restrictions of consumption, age limits, and retail operations. While federal and provincial regulations oversee the general rules for this substance, it is the prerogative of municipalities to provide further regulation through bylaws if desired.

#### **Discussion**

The Summer Village of Grandview has recognized the need for a model bylaw for Summer Villages could adopt regarding cannabis. As such, Grandview Council has submitted a resolution to the Association of Summer Villages of Alberta, that a model bylaw be developed under the direction of the ASVA to provide guidance to the Summer Villages of Alberta for the regulation of cannabis. Funding for this project would be by a proportionate share of the legal costs by the participating municipalities.

This resolution will come before the ASVA member municipalities at the ASVA Conference on October 18 & 19, 2018.

#### **Recommendation**

Administration recommends that Crystal Springs Council await the results of the ASVA resolution voting at the ASVA Conference prior to making a decision on any cannabis bylaw.

# Request for Decision

To: Crystal Springs Council  
From: Jeff Riege CFO / ACAO  
CC: Sylvia Roy CAO  
Date: August 17, 2018

Re: 2018-2019 Alberta Community Partnership Grant

---

Administration will be applying for the Alberta Community Partnership (ACP) Grant for 2018-2019.

The application for 2017-2018 for the New MGA Framework project (ICF and IDP) was successful and the Minister approved the grant amount of \$50,000.

In consultation with the Grants Advisors from Municipal Affairs, we will be amending the 2017-2018 application scope to include only the ICF portion of the new MGA requirements.

For the 2018-2019 application, the scope of the grant will focus on regional collaboration and the IDP requirements that require completion by December 2019. The IDP process is much more complicated than anticipated and will require an external consultant to complete the IDP project requirements of the new MGA between the Summer Villages and the County of Wetaskiwin.

Administration will be preparing ACP Grant application with the Summer Village of Norris Beach as the managing partner. The application is based on the collaboration of the Summer Villages of Argonia Beach, Crystal Springs, Golden Days, Grandview, Ma-Me-O Beach, Norris Beach, Poplar Bay and the County of Wetaskiwin.

The grant would fund the hiring of an external consultant to work with the project manager from the administrative group, to complete the IDP Modern MGA requirements through discussions, reviews, collaborative meetings and external public meetings between the seven Summer Villages, the County of Wetaskiwin and the public.

Administration is recommending the Summer Village of Crystal Springs:

1. Approve by resolution to support the project and the ACP Grant Application with the Summer Village of Norris Beach as the managing partner.

crystalsprings.ca

Jul 1, 2018 - Jul 31, 2018  
**RECEIVED**  
**AUG - 2 2018**

All Users  
100.00% Sessions

Avg. Visit Duration

**00:01:42**  
Avg for View: 00:01:42 (0.00%)



Unique Visitors

**381**  
% of Total: 100.00% (381)



Bounce Rate

**57.44%**  
Avg for View: 57.44% (0.00%)



Total Unique Searches by Search Term

Search Term	Total Unique Searches
map	2
utilities	2
addressing	1
audit	1
beach	1

Visits by Keyword

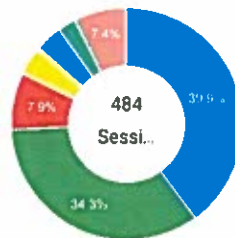
Keyword	Sessions
(not provided)	179
crystal springs happenings	1

Visits



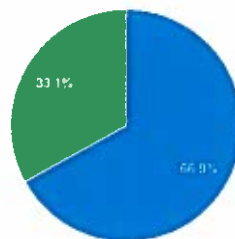
Visits by Source / Medium

- (direct) / (none)
- google / organic
- svoofficepl.com / referral
- we-ping-forise-you.info / referral
- urbanremedy.com.br / referral
- townlife.com / referral
- Other

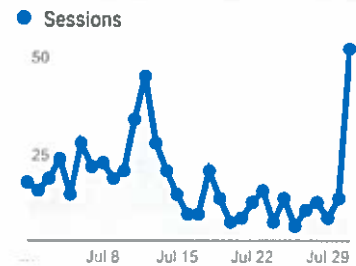


Visits by Visitor Type

- New Visitor
- Returning Visitor



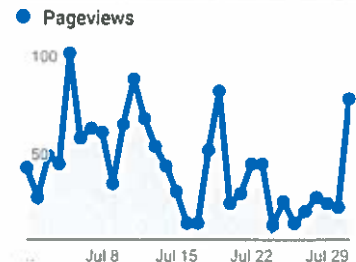
Visits



Visits and Pages / Visit by Mobile (L..)

Mobile (Including Tablet)	Sessions	Pages / Session
No	252	2.52
Yes	232	2.38

Pageviews



Most Popular Pages

Page Title	Pageviews	Unique Pageviews
Home - Summer Village of Crystal Springs	268	213
(not set)	58	39
Council Minutes - Summer Village of Crystal Springs	57	11
News - Summer Village of Crystal Springs	52	36
Council - Summer Village of Crystal Springs	37	24

FI

**Sylvia Roy**

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**From:** ASVA Smith <summervillages@gmail.com>  
**Sent:** Thursday, July 26, 2018 2:21 PM  
**Cc:** Beverly Smith  
**Subject:** ASVA 60th Anniversary Conference Registration - NOW OPEN!  
**Attachments:** ASVA Conf & AGM notice\_save the date 2018.pdf

Dear CAOs and Councils:

I am very pleased to let you know that **registration for the October 18-19 ASVA 60th Anniversary Conference is NOW OPEN!** Please join us in "*Celebrating our past ... Charting our future!*" Please note that we are in a new hotel located in Leduc - Executive Royal Hotel Leduc.

And YES - we are finally using an **ONLINE** registration!! Please use the following link to go to our registration page: [ Please note that this invitation is for all summer village Councillors, CAOs and senior staff **AND for this year only** - past summer village councillors and/or CAOs, *so please remember to invite any that you know and send them this link to register.* ] .

<https://www.eventbrite.ca/e/association-of-summer-villages-of-alberta-60th-anniversary-conference-agm-registration-48290173208>

For "job title" please indicate whether you are Mayor, Deputy Mayor or Councillor and if administration staff, please enter your job title! Under "organization", please indicate the name of your summer village.

The Honourable Shaye Anderson, Minister of Municipal Affairs has confirmed his attendance. By September we will have our final agenda posted so please keep an eye on our website [[www.asva.ca](http://www.asva.ca)] in September.

If you have any trouble registering or have any questions, please let me know by emailing me at [info@asva.ca](mailto:info@asva.ca)

**REMINDERS:**

- Accommodation at the Executive Royal Hotel Leduc starts at \$89 so please phone early (780-986-1840) and ask for ASVA Group Booking "2723".
- Please nominate a great environmental steward from your community for the McIntosh Bulrush Award [<http://www.asva.ca/the-mcintosh-bulrush-award.html>]
- Please send me one or two black and white (or colour) photo of "the good old days" at your summer village so that we can include them in our Conference Presentation.

Looking forward to seeing you soon! Thank you!

**Beverly Smith, BES, MBA-PM**  
**Executive Director, ASVA**

[b.smith@asva.ca](mailto:b.smith@asva.ca)  
[www.asva.ca](http://www.asva.ca)  
403-506-2744

**HELP US CELEBRATE OUR 60<sup>TH</sup> ANNIVERSARY**

*"Our Past – Our Future"*



**OCTOBER 18<sup>TH</sup> – 19<sup>TH</sup>**  
**Thursday – Friday**

**2018 ASVA ANNUAL  
CONFERENCE & AGM**

- Cyber Crime – Are you protected?
- Cannabis Regulations – Ready to address what's coming?
- IDPs/ICFs – Your progress and what challenges are you facing?
- Boat Mooring / Provincial Disturbance Standards – Where is this at?
- Riparian/Shoreline Health and Water Quality
- And more ....



## New Venue

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Share your issues and solutions  
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**2 Day Conference**

\$240

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available in July)

Call Executive Royal  
Hotel Leduc now at  
780-986-1840

to book your

accommodations!

[Deadline October 2<sup>nd</sup> ]

Ask for ASVA Group  
Booking #2723

**Discounted Rooms**  
starting from only **\$89.00**  
(30% discount from 2017)

**ASSOCIATION OF  
SUMMER VILLAGES OF  
ALBERTA**

403-506-2744

[www.asva.ca](http://www.asva.ca)

I2-2

**Sylvia Roy**

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**From:** ASVA Smith <summervillages@gmail.com>  
**Sent:** Tuesday, July 31, 2018 11:18 AM  
**Subject:** Silent Auction Items for the ASVA 60th Anniversary Conference

Dear CAOs and Councils:

Once again the ASVA is looking for great donations from your councils for the Thursday night Silent Auction as part of the 60th Anniversary Gala Banquet. The ASVA uses the funds gained through the Conference Silent Auction to keep down the registration fees. We truly appreciate your participation in the past by providing an item for this event. This makes for a fun night!

We are hoping that you will help us again this year by bringing an item with you when you come to the conference. Items will be collected at the registration desk on the Thursday morning.

Thanking you in advance!

**Beverly Smith, BES, MBA-PM**  
**Executive Director, ASVA**

[b.smith@asva.ca](mailto:b.smith@asva.ca)

[www.asva.ca](http://www.asva.ca)

403-506-2744

RECEIVED

JUL 3 1 2018

AR93928

July 25, 2018

His Worship Ian Rawlinson  
Mayor  
Summer Village of Crystal Springs  
Box 100, 605-2nd Avenue  
Ma-Me-O Beach AB T0C 1X0

Dear Mayor Rawlinson,

As you are aware, recent changes to the *Municipal Government Act* will require all municipalities to create intermunicipal collaboration frameworks (ICF) and intermunicipal development plans (IDP) with their neighbours. This work reflects our mutual priority of ensuring all Albertans benefit from the efficient delivery of local services and effective co-ordination of development, and I am pleased to see the progress already made.

The two-year period set out in legislation to accomplish this task is challenging, but I am confident the existing legacy of intermunicipal co-operation has placed us in a position to be successful. I am nevertheless aware of some specific challenges that can be addressed at this time, and gratefully acknowledge the practical solutions that have been proposed during discussions with the municipal associations, the administrative associations, and municipalities.

As a result of these discussions, I have signed Ministerial Order No. MSL:047/18 (attached), which makes the following changes:

- Exempts parties from the requirement to create an IDP where the entire area along one or both sides of the common boundary between the parties is composed entirely of federal or provincial Crown land. This change recognizes the limited value in the creation of an IDP where development is restricted.
- Extends the timeline by one year (to April 1, 2021) for all ICFs and IDPs between municipal districts, special areas, improvement districts, or rural specialized municipalities. This change will allow rural municipalities to focus their efforts on working with their urban neighbours during the initial two-year period.

.../2

I4-1

Mayor Ian Rawlinson

- 2 -

- Extends the timeline by one year (to April 1, 2021) for all ICFs and IDPs between municipalities that are members of the same growth management board (GMB). This change will allow GMB member municipalities to harmonize their ICFs and IDPs with their growth and service plan, and provide an opportunity to address through an ICF or IDP any matters not addressed in a growth or servicing plan.
- Extends the timeline by one year (to April 1, 2021) for all ICFs and IDPs between a municipality that is a member of a GMB, and a municipality that is not a member of the GMB, but is located within the boundaries of the member municipality. This change will allow GMB member municipalities to create their ICFs and IDPs within the context of their growth and servicing plan.

In each case, all parties to a framework or plan must agree to apply the exemption or extension by council resolution, and the resolution must be filed with the Minister within 90 days of the date the resolution is passed.

In the event other circumstances arise that are beyond your control, I will consider specific requests for an exemption or time extension. However, based on the importance of this work to all Albertans, I encourage you to make every effort to work with your neighbours and to meet the legislated timelines.

I trust these changes will provide some practical efficiencies as we work toward improved intermunicipal solutions.

Sincerely,



Hon. Shaye Anderson  
Minister of Municipal Affairs

Attachment: Ministerial Order No. MSL:047/18

cc: Sylvia Roy, Chief Administrative Officer, Summer Village of Crystal Springs

I4-2





ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Leduc-Beaumont*

MINISTERIAL ORDER NO. MSL:047/18

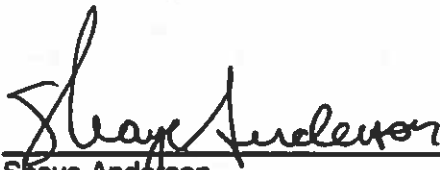
I, Shaye Anderson, Minister of Municipal Affairs, pursuant to Sections 605 and 631 of the *Municipal Government Act (MGA)*, make the following order:

- 1) Two or more councils of municipalities that have common boundaries where the entire area along one or both sides of the common boundary is composed entirely of federal or provincial crown land are exempt from the requirements of Section 631 of the *MGA* on the condition that all parties to the framework agree to apply the exemption by resolution and file copies of the resolutions with the Minister within 90 days of the date each resolution is passed.
- 2) That the time for an intermunicipal collaboration framework to be created pursuant to Section 708.28(1) of the *MGA* or an intermunicipal development plan to be adopted pursuant to Section 631(3) of the *MGA* is April 1, 2021, where the framework or plan is between municipalities that are municipal districts or specialized municipalities referred to in Section 77 of the *MGA* (excluding the Municipality of Jasper), improvement districts referred to in Section 581 of the *MGA*, or special areas as defined in Section 1 of the *Special Areas Act*, and on the condition that all parties to the framework agree to apply the extension by resolution and file copies of the resolutions with the Minister within 90 days of the date each resolution is passed.
- 3) That the time for an intermunicipal collaboration framework to be created pursuant to Section 708.28(1) of the *MGA* or an intermunicipal development plan to be adopted pursuant to Section 631(3) of the *MGA* is April 1, 2021, where the framework or plan is between municipalities that are members of the same growth management board established pursuant to Section 708.02 of the *MGA* before April 1, 2018, and on the condition that all parties to the framework agree to apply the extension by resolution and file copies of the resolutions with the Minister within 90 days of the date each resolution is passed.

.../2

- 4) That the time for an intermunicipal collaboration framework to be created pursuant to Section 708.28(1) of the *MGA* or an intermunicipal development plan to be adopted pursuant to Section 631(3) of the *MGA* is April 1, 2021, where the framework or plan is between a municipality that is a member of a growth management board established pursuant to Section 708.02 of the *MGA* before April 1, 2018 and a municipality that is not a member of the growth management board but is located entirely within the boundaries of the member municipality, and on the condition that all parties to the framework agree to apply the extension by resolution and file copies of the resolutions with the Minister within 90 days of the date each resolution is passed.
- 5) That the time for an arbitrator to create an intermunicipal collaboration framework or an intermunicipal development plan pursuant to Section 708.36(1)(a) of the *MGA* is April 1, 2022, where the time to create the framework or adopt the plan is modified by this Order.

Dated at Edmonton, Alberta, this 19<sup>th</sup> day of July, 2018.

  
\_\_\_\_\_  
Shaye Anderson  
Minister of Municipal Affairs

I4-4



BLUE WATER THROUGH GREEN ACTION

## PIGEON LAKE RENEWAL LEAGUE

Aug 27, 2018

Mayor Ian Rawlinson  
Summer Village of Crystal Springs  
605 2<sup>nd</sup> Ave. Ma-Me-O Beach, AB

Sent via e-mail to [ian.rawlinson@wolfcreek.ab.ca](mailto:ian.rawlinson@wolfcreek.ab.ca)

Your Worship,

The Board of the PLRL met on Aug 14<sup>th</sup> and unanimously endorsed a recommendation to Council to modify proposed By-law #236 regarding the restricted use of fertilizers and pesticides. Overall our members found the By-law comprehensive and balanced, largely focusing on restrictions rather than bans. Rigid bans that are unpopular and considered unreasonable are often secretly and even openly violated - and difficult to enforce. Our concern is that the broad statement regarding the use of fertilizers in section 3(a) fails to recognize that there are now organic products on the market that contain low nitrogen, phosphorous and potassium values, yet they promote deep rooting, (what we want and need for Improved water filtering) and have proven to be beneficial to lawns while not adversely affecting water bodies. (ie. *enviropfect.ca*) The solution to our concern is relatively simple and rests within your "notwithstanding" clauses that follow your prohibition.

It is therefore our recommendation that an additional "notwithstanding" section be added to section 3 that would provide for the use of broadcast fertilizers with low nitrogen, phosphorous and potassium values: (no greater than N=3, P=3 and K=3) The section as proposed would contain a requirement to be "done in moderation and in a reasonable manner." We would also recommend adding the word "fertilizer" wherever the word "pesticide" appears from the Pigeon Lake shoreline. There may be related sections in the By-law that will require some adjustment to reflect the above. However, your committee should be able to accommodate these changes easily.

It is further our recommendation that Council undertake an educational program on the use of fertilizers, herbicides and pesticides and that this initiative contain information on where these contemporary products can best be purchased and at what cost. Our society is prepared to help with this latter initiative, including facilitating the local purchase of these commodities.

There will be those that will argue that there should be no additional phosphorous allowed, however we all know that the major source of lake phosphorous is contained within deciduous tree leaves and it is our view that we would be better served if we actively address our runoff problem. We have dubbed this the 9-3-3 amendment and I would be happy to discuss the recommendations at your convenience. We believe it to be a balanced approach, consistent with the tenor of your proposed By-law and one that will promote an open, attractive and nurtured community while we continue to work at improving lake conditions.

Sincerely,

Board of Directors,  
Eldon Heck, Chair

cc Sylvia Roy by e-mail - [sylvia.roy@svofficepl.com](mailto:sylvia.roy@svofficepl.com)

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The logo is an action oriented representation of the interdependence of people and nature with the bottom light blue depicting man's life and the upper green figure the screen coverage of a sailing vessel - separate but connected.

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