

**REGULAR MEETING AGENDA
SUMMER VILLAGE OF NORLGENWOLD
OCTOBER 28, 2022 @ 9:00 A.M.**

A. CALL TO ORDER

B. AGENDA - additions/deletions
 - adoption

C. ADOPTION OF MINUTES - Regular Meeting Minutes, October 7, 2022

D. REQUESTS FOR DECISION

1) Council & Legislation

a) Bylaw Enforcement Officer Bylaw

2) Planning & Development

a) Encroachment Renewals/Requests

E. COUNCIL, COMMITTEES, AND CORRESPONDENCE

1) Council Reports

- a) Mayor Gurevitch
- b) Deputy Mayor Ludwig
- c) Councillor Rattan

2) Upcoming Meetings

- a) Council Meeting – November 25, 2022

F. ADJOURNMENT

PRESENT

Page 1 of 3

CARRIED

COUNCIL REPORTS

Mayor Gurevitch

- Alberta Municipalities Convention

Deputy Mayor Ludwig

- Wastewater Meeting

Councillor Rattan

- No Reports

Committee Reports

Julie Maplethorpe, Summer Village of Jarvis Bay

- Town of Sylvan Lake Library Board
- Parkland Regional Library Board

NGC-22-136 MOVED by Mayor Gurevitch to accept the Council and Committee reports as information.

CARRIED

Council Break at 11:43 a.m.

Council Reconvened at 11:49 a.m.

NGC-22-137

CLOSED SESSION

MOVED by Deputy Mayor Ludwig that Council move to a closed session as per FOIP section 17 at 11:50 a.m.

CARRIED

NGC-22-138

MOVED by Deputy Mayor Ludwig that Council return to an open meeting at 12:11 p.m.

CARRIED

NEXT MEETING

NGC-22-139

MOVED by Mayor Gurevitch that the next meeting of Council be held on October 28, 2022, at 9:00 a.m.

CARRIED

ADJOURNMENT

NGC-22-140

MOVED by Mayor Gurevitch that being the agenda matters have been concluded, the meeting adjourned at 12:12 p.m.

CARRIED

CYRIL S. GUREVITCH, K.C., MAYOR

TANNER EVANS, CAO

Summer Village of Norglenwold

October 28, 2022

Council and Legislation

Request for Decision

Agenda Item: *Bylaw Enforcement Officer Bylaw*

Background:

At the July 29th Council meeting, Administration brought forward a draft of the Bylaw Enforcement Officer Bylaw for Council's review. Feedback received from Council was that a complete rewrite needed to occur.

Administration has reviewed bylaws from neighbouring municipalities and drafted a new version of the Bylaw Enforcement Officer Bylaw for Council's consideration.

Options for Consideration:

- 1) Give 1st, 2nd, and 3rd readings to the Bylaw Enforcement Officer Bylaw as presented.
- 2) Give 1st, 2nd, and 3rd readings to the Bylaw Enforcement Officer Bylaw as amended.

Administrative Recommendations:

- 1) Council give 1st reading to the Bylaw Enforcement Officer Bylaw #269-22.
- 2) Council give 2nd reading to the Bylaw Enforcement Officer Bylaw #269-22
- 3) Council, by unanimous consent, give 3rd reading to the Bylaw Enforcement Officer Bylaw at this meeting.
- 4) Council give 3rd and final reading to the Bylaw Enforcement Officer Bylaw #269-22.

Authorities:

MGA Section 556

Every Council must by bylaw

- a) Specify the powers and duties of bylaw enforcement officers, and
- b) Establish disciplinary procedures for misuse of power, including penalties and an appeal process applicable to misuse of power by bylaw enforcement officers.

**SUMMER VILLAGE OF NORGLNWOLD
BYLAW ENFORCEMENT OFFICER BYLAW
BYLAW 269-22**

A BYLAW OF THE SUMMER VILLAGE OF NORGLNWOLD, IN THE PROVINCE OF ALBERTA, RESPECTING THE ENFORCEMENT OF BYLAWS.

WHEREAS pursuant to:

Section 7 (i) of the *Municipal Government Act*, RSA 2000, C M-26, a Council may pass bylaws respecting the enforcement of bylaws;

Section 555 of the *Municipal Government Act*, a person who is appointed as a Bylaw Enforcement Officer is, in the execution of those duties, responsible for the preservation and maintenance of the public peace;

Section 556 of the *Municipal Government Act*, a Council must pass a bylaw specifying the powers and duties of Bylaw Enforcement Officers and establishing disciplinary procedures for misuse of power, including penalties and an appeal process applicable to misuse of power by Bylaw Enforcement Officers;

Part 13, division 4 of the *Municipal Government Act*, the municipality may carry out numerous enforcement powers and duties, which may be exercised by Bylaw Enforcement Officers;

Section 1(k)(vii) of the *Provincial Offences Procedure Act*, RSA 2008, c P-3, a person who is employed or retained by a municipality for the preservation and maintenance of the public peace in the exercise or discharge of their powers and duties will be considered a “peace officer” for the purposes of the Act;

The Council of the Summer Village of Norglenwold duly assembled enacts:

**PART 1 – TITLE, PURPOSE, DEFINITIONS, AND
INTERPRETATION**

- 1.1 This bylaw shall be known as the “Bylaw Enforcement Officer Bylaw.”
- 1.2 The purposes of the bylaw are to:
 - a) prescribe the requirements for appointing Bylaw Enforcement Officers;
 - b) delegate enforcement related powers, duties, and functions to the Chief Administrative Officer;
 - c) specify the powers, duties and functions that may be delegated to Bylaw Enforcement Officers;
 - d) establish disciplinary procedures for misuse of power by Bylaw Enforcement Officers; and
 - e) deal with other matters respecting the enforcement of bylaws and other enactments.

- 1.3 In this bylaw, unless the context otherwise requires:
- a) “*Bylaw*” means Bylaws of the Municipality;
 - b) “*Bylaw Enforcement Officer*” means an individual appointed by the CAO to carry out enforcement duties pursuant to this bylaw;
 - c) “*CAO*” means the Chief Administrative Officer of the Summer Village of Norglenwold or delegate;
 - d) “*Contractor*” means a person or business with whom the Summer Village has entered into a written agreement with for the provision of services relating to the enforcement of Bylaws;
 - e) “*Council*” means the Council of the Municipality;
 - f) “*Municipal Government Act*” means the Municipal Government Act, RSA 2000, c M-26, as amended;
 - g) “*Municipal tag*” means a form alleging an offence in the Summer Village bylaw allowing for voluntary payment of the prescribed fine;
 - h) “*Municipality*” means the Summer Village of Norglenwold.
 - i) “*Provincial Offences Procedure Act*” means the Provincial Offences Procedures Act, RSA 2000, c P-34, as amended;
 - j) “*Violation Ticket*” has the same meaning as defined in the *Provincial Offences Procedure Act*.
- 1.3 The headings in this bylaw are for reference purposes only.

PART 2 – CAO ROLE

- 2.1 The CAO may:
- a) appoint individuals as Bylaw Enforcement Officers in accordance with this bylaw;
 - b) take whatever actions or measures are necessary to eliminate an emergency in accordance with section 551 of the *Municipal Government Act*;
 - c) add any amounts owing to the Summer Village to a tax roll in accordance with the *Municipal Government Act* or other enactment;
 - d) authorize or require Bylaw Enforcement Officers to carry out any powers, duties, or functions necessary to fulfill their responsibility for the preservation and maintenance of the public peace;

Summer Village of Norglenwold
Bylaw Enforcement Officer Bylaw
Bylaw #269-22

- e) delegate any of the CAO's powers, duties, or functions contained in this section to any employees of the Summer Village, including the option to further delegate those powers, duties, or functions;
- f) revoke, suspend, or modify appointments of Bylaw Enforcement Officers in accordance with this bylaw; and
- g) monitor and investigate complaints of misuse of power by Bylaw Enforcement Officers.

PART 3 – BYLAW ENFORCEMENT OFFICERS

- 3.1 In accordance with their appointment by the CAO, Bylaw Enforcement Officers may:
 - a) issue municipal tags and/or violation tickets for offences under bylaws;
 - b) exercise all the powers, duties, and functions of a designated officer to conduct any inspections, remedies, or enforcement authorized or required by a bylaw or enactment in accordance with section 542 of the *Municipal Government Act*;
 - c) exercise all the powers, duties, and functions of a designated officer to issue written orders pursuant to sections 545 and 546 of the *Municipal Government Act*;
 - d) take whatever actions or means are necessary to remedy a contravention or prevent a re-occurrence of a contravention of the *Municipal Government Act*, an enactment that the Summer Village is authorized to enforce, or a bylaw in accordance with section 549 of the *Municipal Government Act*;
 - e) take whatever actions or measures are necessary to eliminate a danger to public safety caused by a structure, excavation, or hole or to deal with the unsightly condition of property in accordance with section 549 of the *Municipal Government Act*; and
 - f) issue notices not to trespass under the *Trespass to Premises Act*.
- 3.2 the appointment of an individual as a Bylaw Enforcement Officer in accordance with this bylaw is deemed to be written authorization to issue violation tickets for offences under bylaws specified in the appointment as the case may require.
- 3.3 To be eligible for appointment as a Bylaw Enforcement Officer, individuals must provide to the CAO:
 - a) a recent criminal record check acceptable to the CAO;
 - b) demonstrated commitment to good character;

**Summer Village of Norglenwold
Bylaw Enforcement Officer Bylaw
Bylaw #269-22**

- c) proof of adequate training necessary for performing the powers, duties, and functions of a Bylaw Enforcement Officer; and
 - d) any other requirement specified by the CAO.
- 3.4 The CAO may impose terms and conditions on a Bylaw Enforcement Officer appointment.
- 3.5 Prior to commencing their duties, all Bylaw Enforcement Officers must take the official oath contained in Schedule A.
- 3.6 Bylaw Enforcement Officers are subject to the supervision of and accountable to the CAO and must comply with their appointment and all Summer Village policies, directives, and procedures.
- 3.7 If, in the opinion of the CAO, based on reasonable grounds, a Bylaw Enforcement Officer has misused a power, contravened their appointment of this bylaw, including any terms or conditions, or acted contrary to the public interest, the CAO may issue a written reprimand, suspend with or without pay for a period not exceeding six months, or revoke or modify the Bylaw Enforcement Officer's appointment.
 - a) Prior to issuing a written reprimand, suspending, revoking, or modifying a Bylaw Enforcement Officer appointment, the CAO must provide the affected Bylaw Enforcement Officer with written notice of the proposed reprimand, suspension, revocation, or modification, including reasons.
 - b) The affected Bylaw Enforcement Officer may make written representation to the CAO respecting the proposed reprimand, suspension, revocation, or modification.
 - c) The CAO will provide the Bylaw Enforcement Officer, and the complainant, if any, with a written decision, including reasons, on the proposal to reprimand, suspend, revoke, or modify the Bylaw Enforcement Officer's appointment.
- 3.8 If an individual appointed as a Bylaw Enforcement Officer is no longer employed or retained by the Summer Village, or if the individual's role is modified such that the individual no longer requires appointment as a Bylaw Enforcement Officer or requires a modified appointment, the CAO may modify or revoke the Bylaw Enforcement Officer's appointment.

PART 4 – APPEAL PROCESS

- 4.1 If either the complainant or the Bylaw Enforcement Officer wishes to appeal the decision of the CAO, the appeal shall be delivered to the Summer Village Council within sixty (60) days of the date of receipt of the written decision of the CAO.
- 4.2 Within sixty (60) days from the date of the receipt of appeal as provided for in section 4.1, the Summer Village Council shall review the complaint, and written decision of the CAO, speak to the person(s) involved as deemed necessary and review any other related documents associated with the matter.

- 4.3 The Summer Village Council, in considering the appeal, may dismiss the appeal or allow the appeal and impose or vary discipline as outlined in section 3.7.
- 4.4 The Summer Village Council, within sixty (60) days of receiving a notice of appeal, notify the complainant, if any, and the Bylaw Enforcement Officer, in writing as to the results of the appeal. The decision of the Summer Village Council with regard to the appeal is final.

PART 5 – OFFENCES

- 5.1 Any person who contravenes a bylaw is guilty of an offense.
- 5.2 Unless otherwise specified, a municipal tag may be issued for any offence under a bylaw.
- 5.3 If a municipal tag is issued for an offence, the municipal tag must specify the fine amount established by the bylaw for the offence.
- 5.4 A person who commits an offence may, if a municipal tag is issued for an offence, pay the fine amount established by the bylaw for the offence and if the amount paid on or before the required date, the person will not be prosecuted for the offence.
- 5.5 if a violation ticket is issued in respect of an offence under a bylaw the violation ticket may:
 - a) specify the fine amount established by the bylaw for the offence; or
 - b) require a person to appear in court without the alternative or making a voluntary payment.
- 5.6 A person who commits an offence may, if a violation ticket is issued specifying the fine amount established by bylaw for the offence, make a voluntary payment equal to the specified fine amount.
- 5.7 A person found guilty of an offence under a bylaw is liable to a fine in an amount not less than that specified in the bylaw, and in any event not exceeding \$10,000.00 or imprisonment for not more than one year for non-payment equal to the specified fine amount.
- 5.8 In the case of an offence under a bylaw 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 the bylaw for each such day.

PART 6 – GENERAL

- 6.1 This bylaw applies to every bylaw of the Summer Village.

Summer Village of Norglenwold
Bylaw Enforcement Officer Bylaw
Bylaw #269-22

- 6.2 (1) An order, notice, municipal tag, violation tag, or other document required or authorized to be issued by a Bylaw Enforcement Officer or by the CAO pursuant to this bylaw must be served by:
- a) Sending the order, notice, municipal tag, violation ticket, or other document by regular mail, or electronic mail, to the mailing address or electronic mail address, of the person named in the order, notice, or document;
 - b) Posting the order, notice, municipal tag, violation ticket, or other document in a conspicuous location at the property, or on a vehicle subject to the order, notice, or other document.
 - c) Personally serving the order, notice, municipal tag, violation ticket or document on the person named in the order, notice, municipal tag, violation ticket, or document.
- (2) Unless otherwise specified in a bylaw or enactment, service of an order, notice, municipal tag, violation ticket, or other document in accordance with section 6.2 is presumed to be affected:
- a) Immediately upon the date issued, if the order, notice, municipal tag, violation ticket, or other document is sent by means of electronic mail;
 - b) 7 days from the date of mailing if the order, notice, municipal tag, violation ticket, or other document is mailed to an address in Alberta; or
 - c) 14 days from the date of mailing if the order, notice, municipal tag, violation ticket, or other document is mailed to an address outside of Alberta but within Canada.
- (3) Unless otherwise specified in a bylaw or enactment; service of an order, notice, municipal tag, violation ticket, or other document in accordance with section 6.2 is in effect on the date of delivery.

PART 7 – SEVERABILITY PROVISION

- 7.1 Should any provision of this Bylaw be invalid, then such invalid provision shall be severed, and the remaining Bylaw shall be maintained.

PART 8 – REPAL OF BYLAW

- 8.1 Summer Village of Norglenwold Bylaw #148-97 is hereby repealed.

PART 9 – EFFECTIVE DATE

9.1 This Bylaw shall come into force and take effect on its passing.

READ a first time this 28th day of October 2022.

READ a second time this 28th day of October 2022.

READ a third and final time this 28th day of October 2022.

Cyril Gurevitch, K.C., Mayor

Tanner Evans, C.A.O.

SCHEDULE "A"

OATH OF OFFICE

CANADA)
PROVINCE OF ALBERTA)

I, «First Name» «Last Name», swear that I will
diligently, faithfully and to the best of my ability
execute according to law the office of Bylaw
Enforcement Officer as stipulated on my
appointment as a Bylaw Enforcement Officer. So,
help me God.

TAKEN and subscribed before me) At Sylvan Lake, Alberta)
This «Day», day of «Month» (A.D., «Year»)

--- OR ---

CANADA)
PROVINCE OF ALBERTA)

I, «First Name» «Last Name», solemnly and truly
declare and affirm that I will diligently, faithfully and
to the best of my ability execute according to law
the office of Bylaw Enforcement Officer as stipulated
on my appointment as a Bylaw Enforcement Officer.

TAKEN and subscribed before me) At Sylvan Lake, Alberta)
This «Day», day of «Month» (A.D., «Year»)

Summer Village of Norglenwold

October 28, 2022

Planning and Development

Request for decision

Agenda Item: *Encroachment Agreement Renewal/Requests*

Background:

Tabled from the last Council meeting for more information, the following Encroachment Agreements are up for renewal:

- 15 Grand Avenue
Encroaching driveway gate/fence on the road right-of-way. In 2016 a request for the encroaching gate was brought forward to Council from the contractor of the build, requesting the gate encroachment as it would make the access to the detached garage more user friendly and more aesthetically pleasing. Adjacent properties provided support for the request. Administration recommends to approve the EA renewal as the encroaching gate was approved at the time of construction in 2016.
- 151 Grand Avenue
Encroaching fence, retaining walls, and concrete steps on the EOS.
1996 RPR in file – No encroachments on record.
2009 RPR – Fence, steps and deck encroaching. No agreement was put in place.
2011 – Request went to Council to repair the MR with new stairs, retaining walls, re-grading. Council approved with a condition that an encroachment agreement was to be entered into.
2016 – RPR – Encroachment agreement was entered into.
Administration recommends to approve the EA renewal as removal of these structures off municipal land would be substantial, and previous Council gave approval for the construction of the encroachments in 2011.
- 349 Last Chance Way
Owner may maintain and use the EOS with non-permanent structures.
Pays \$600.00 annually.
Council approved to grant the encroachment agreement in 2016.
Homeowner has voluntarily maintained the EOS for 30 years.
Administration recommends to deny renewal to keep decisions consistent for the maintenance of public land by a private homeowner, this land should be open to the public but not maintained and used by one specific property.

- 359 Last Chance Way – Encroaching deck on the EOS.
No history on file for approvals of the deck on the EOS. The deck is shown on record during previous MPC applications for separate matters on this property, but was not ordered to be removed or to enter into an encroachment agreement. EA was entered into in 2016.
- 13 Ravenscrag Crescent – Encroaching fence and driveway on the reserve.
In 2007 range road 15 was constructed and realignment of the road effected the property of 13 Ravenscrag. During this time in 2007, Council agreed that the constuction of a fence would mitigate negative consequences of the project and the village would pay the cost of the fence. An EA was entered into in 2007 for the fence. In 2016 administration renewed the EA but and added the driveway on the agreement. In a letter from administration to the homeowner it was stated that the driveway is legal as we have no paper trail of this driveway and how it was originally not encroaching into the Municipal Reserve. The encroachment agreement states *“Driveway was constructed prior to the Range Road 15 survey adjustments. At this time the driveway was fully within the property lines, then after the road adjustments and survey pins were removed, now causing the driveway to appear as encroaching into the Municipal Reserve”*. Administration recommends approving the EA renewal as Council paid for and constructed the fence, and administration has previously deemed the encroachments as legal for the current and future owners in writing.
- 367 Last Chance Way – Encroaching deck, stairs and a shed on the Reserve and a shed on the Road Allowance.
No records on file prior to 2004. RPR from 2004 has encroachments on record, no approvals on file. Property has had an EA since 2004.
- 361 Last Chance Way – Encroaching retaining walls and steps on the reserve and a sign, retaining walls and gravel pad on the Road Allowance. *(This is a new Encroachmet Agreement Request)* No previous RPR's or approvals for development on file.

The Encroachment Policy states:

1. The Summer Village of Norglenwold has the responsibility to manage Municipal Reserve, Environmental Reserve, Recreational Leases, Licenses of Occupation and the Shoreline within the boundaries of the municipality.
2. The Summer Village of Norglenwold asserts its right of ownership to all lands owned, leased and managed by the municipality. It is the policy of the Summer Village to work proactively with property owners to remove encroachments for all lands owned, leased and managed by the municipality.

Encroachment Policy and EA attached.

Options for Consideration:

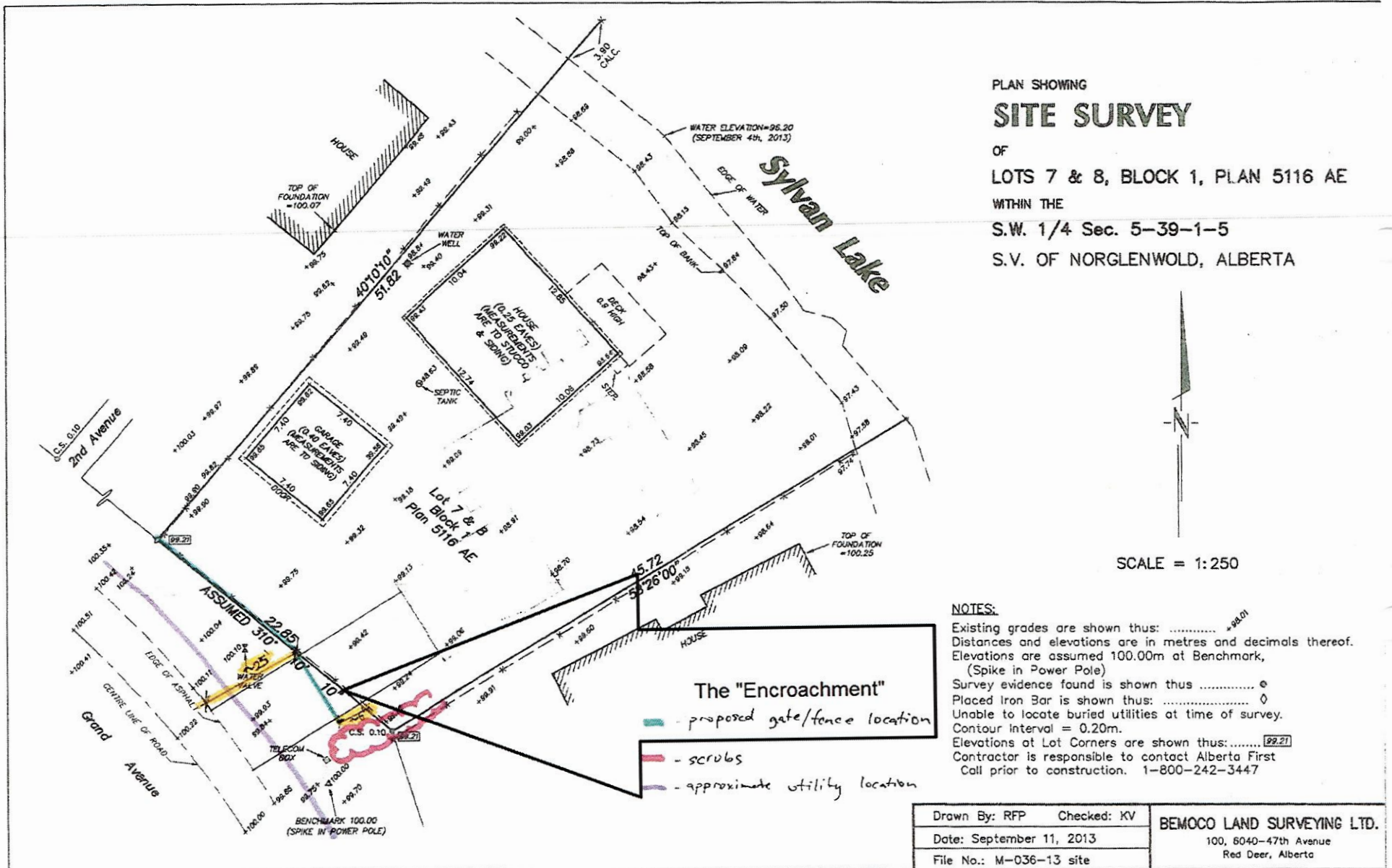
1. Approve renewal of agreement(s) for another 5 year term with an updated agreement.
2. Deny renewal of agreement(s) and administration to notify residents that encroachments must be removed within 30 days of letter.

Administrative Recommendations:

Council to provide administration direction.

Authorities:

Encroachment Policy – NGC-20-087

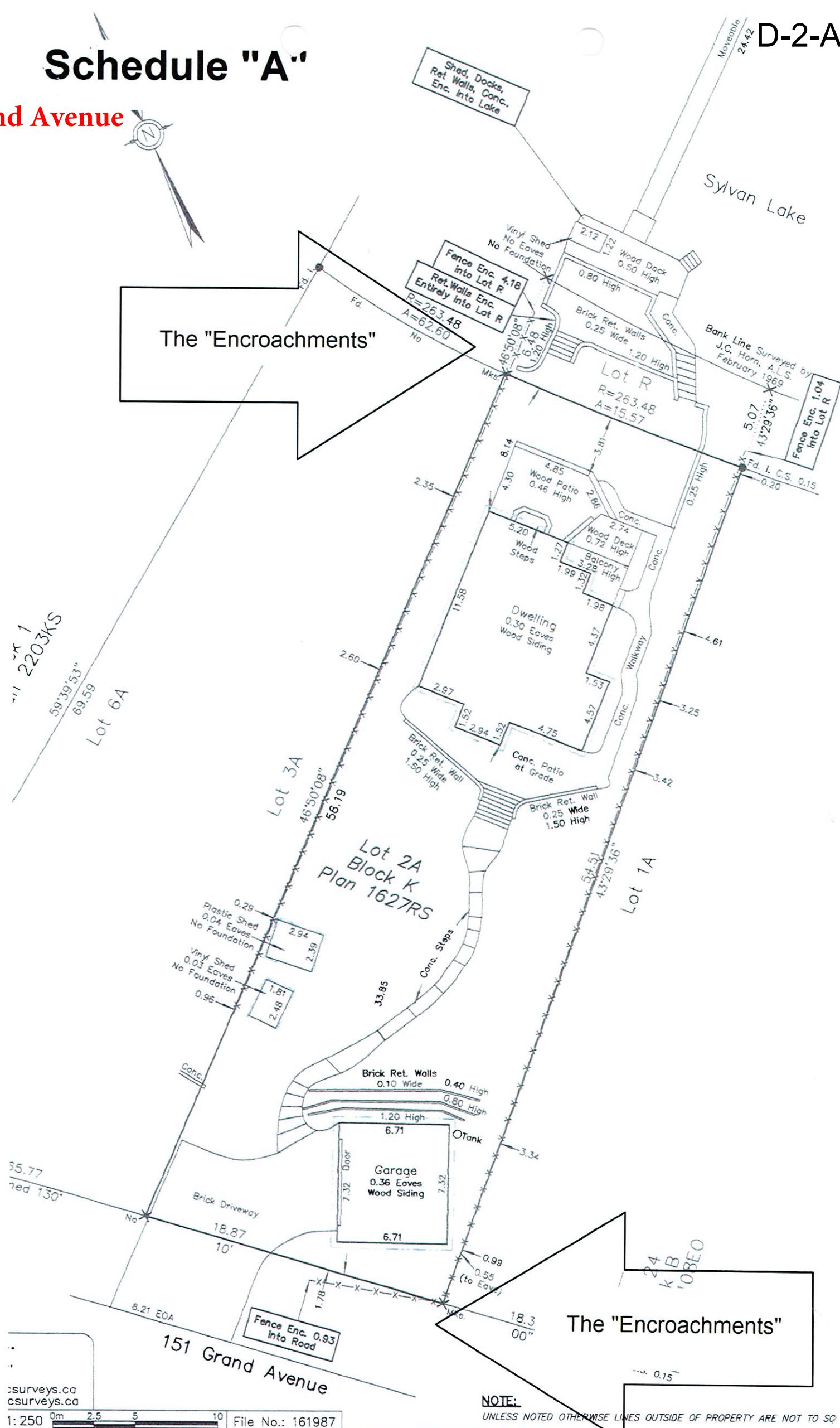




Schedule "A"

151 Grand Avenue

D-2-A



csurveys.ca
csurveys.ca

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File No.: 161987

NOTE:

UNLESS NOTED OTHERWISE LINES OUTSIDE OF PROPERTY ARE NOT TO SCALE



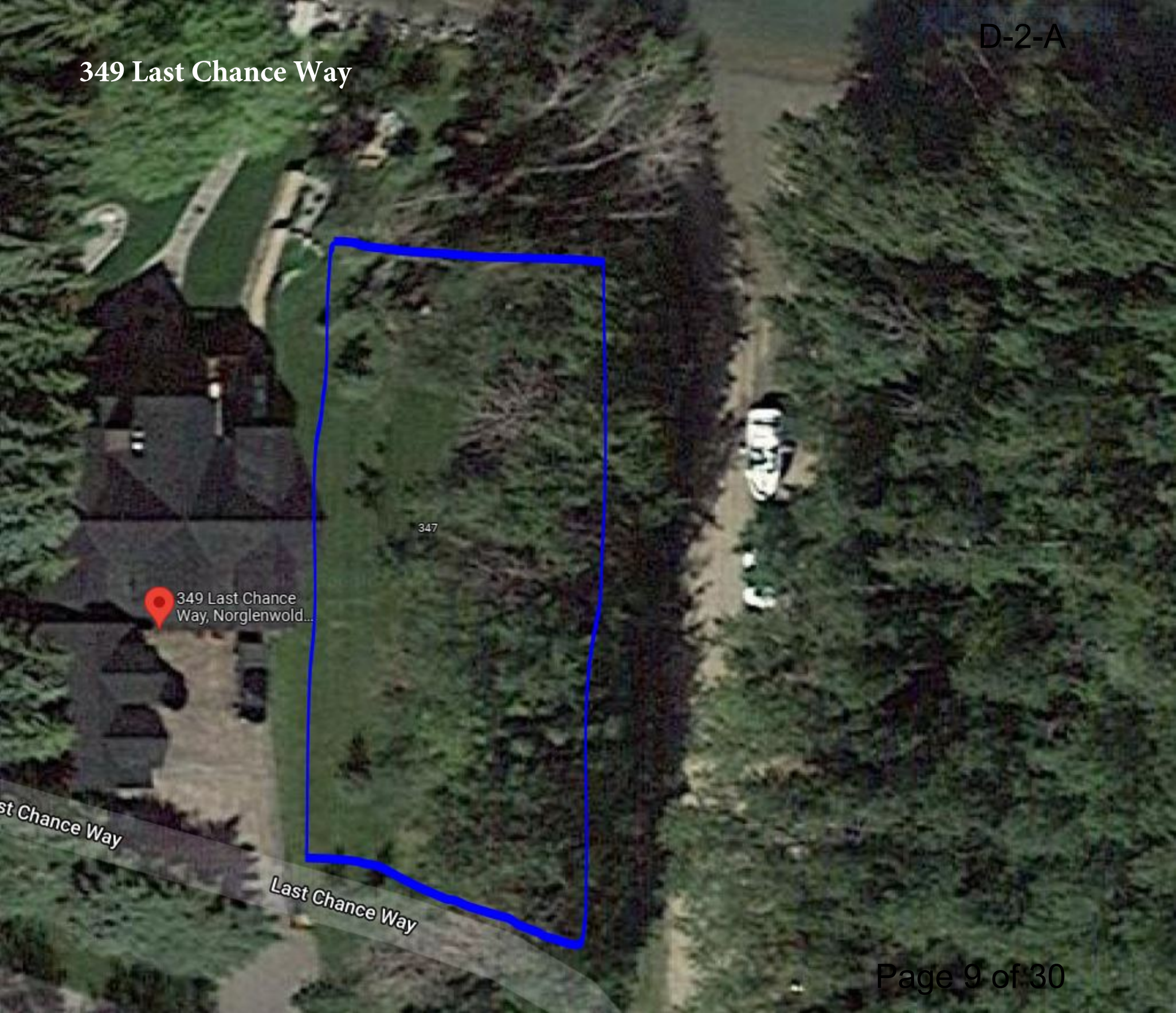
151 Grand Avenue

D-2-A



Estimated property line for visual.

349 Last Chance Way

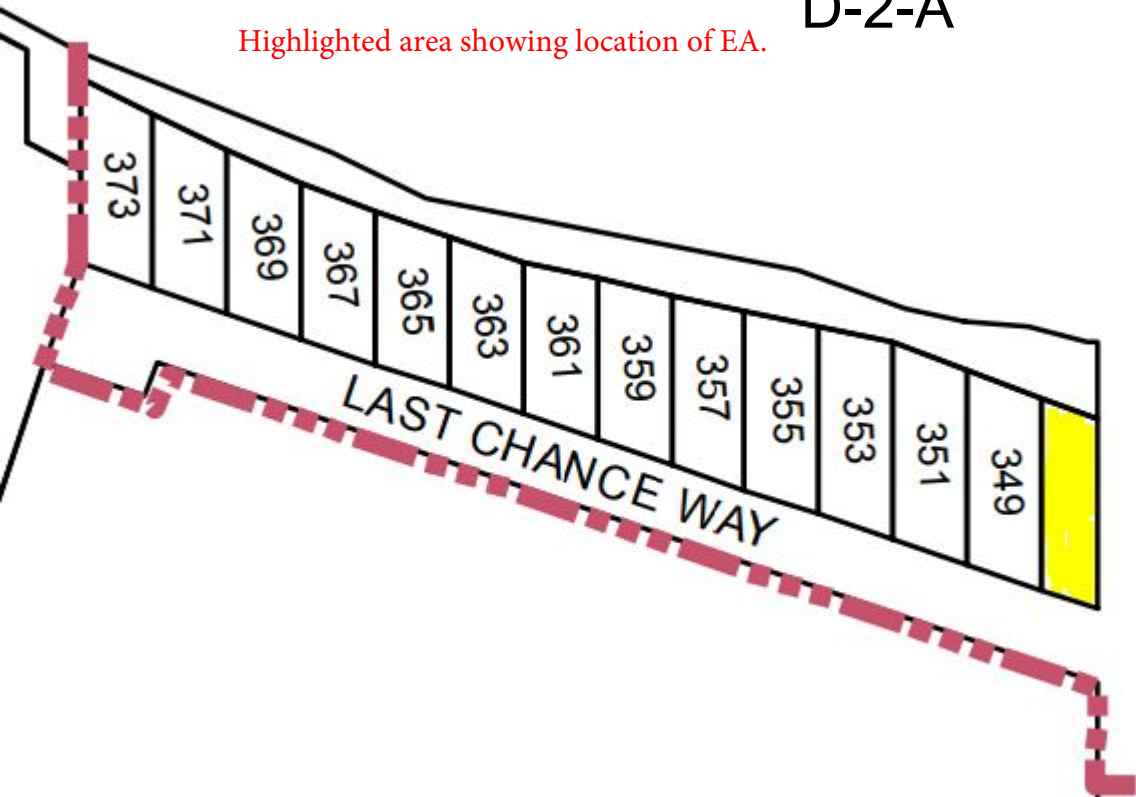


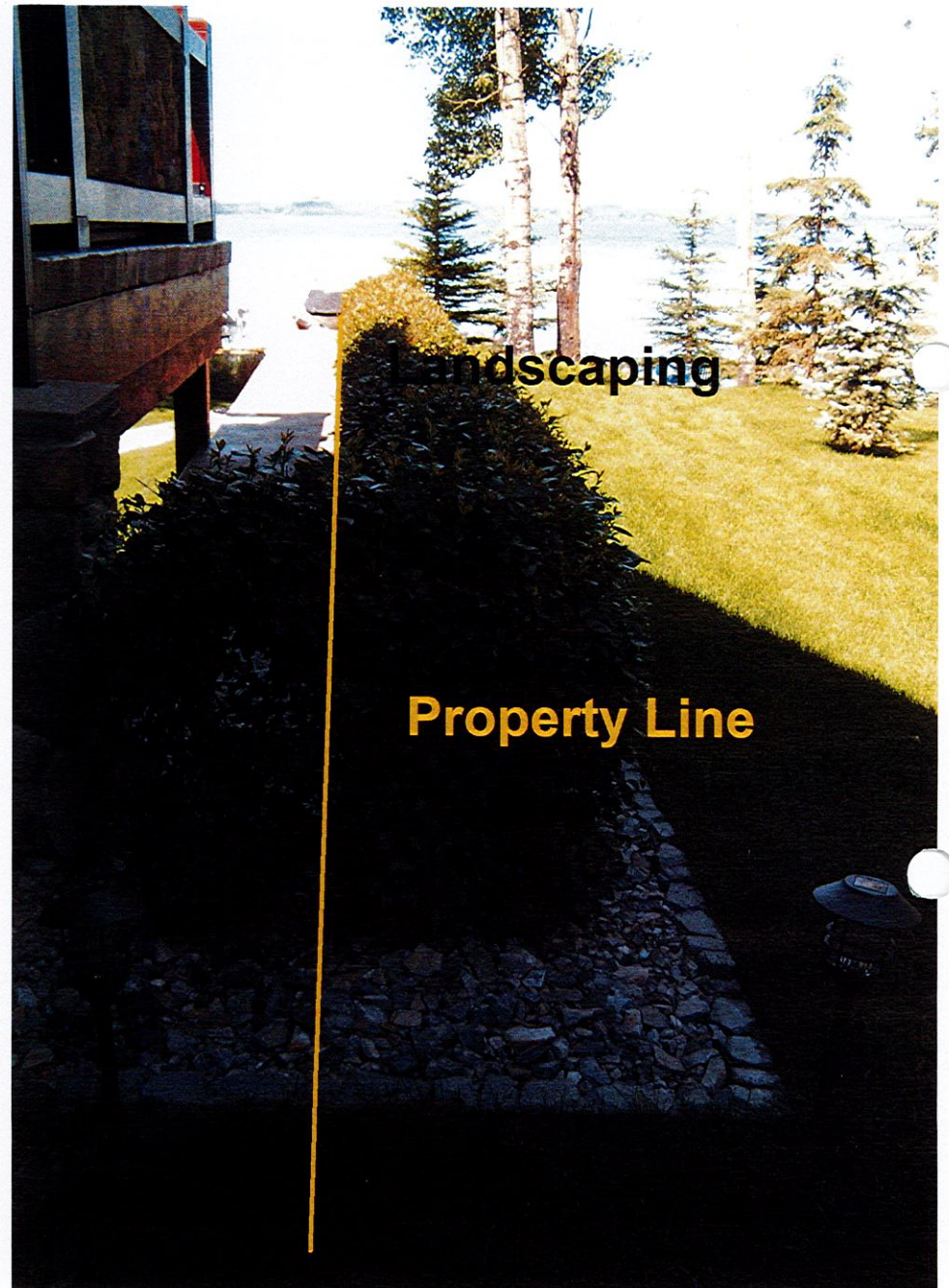
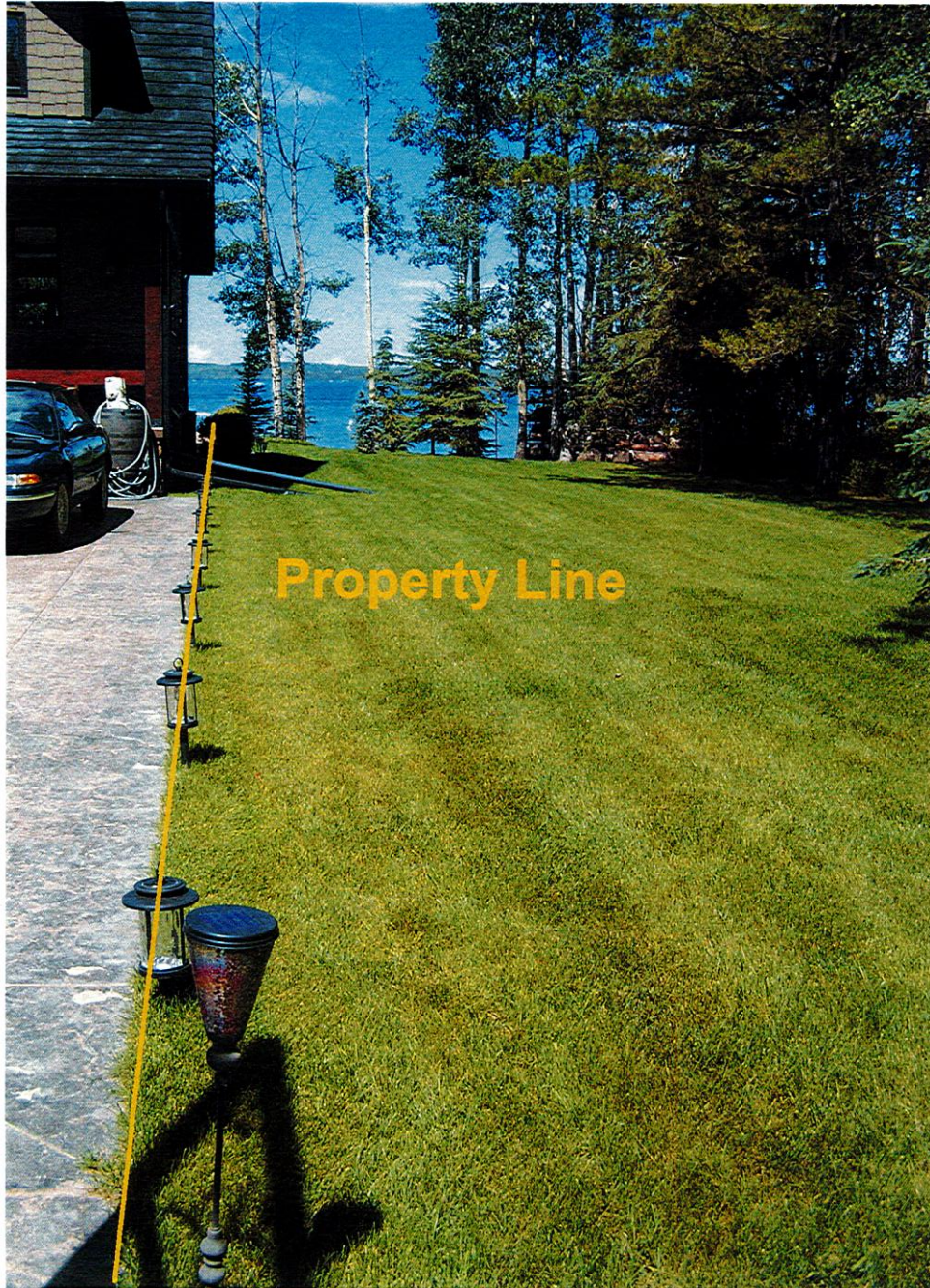
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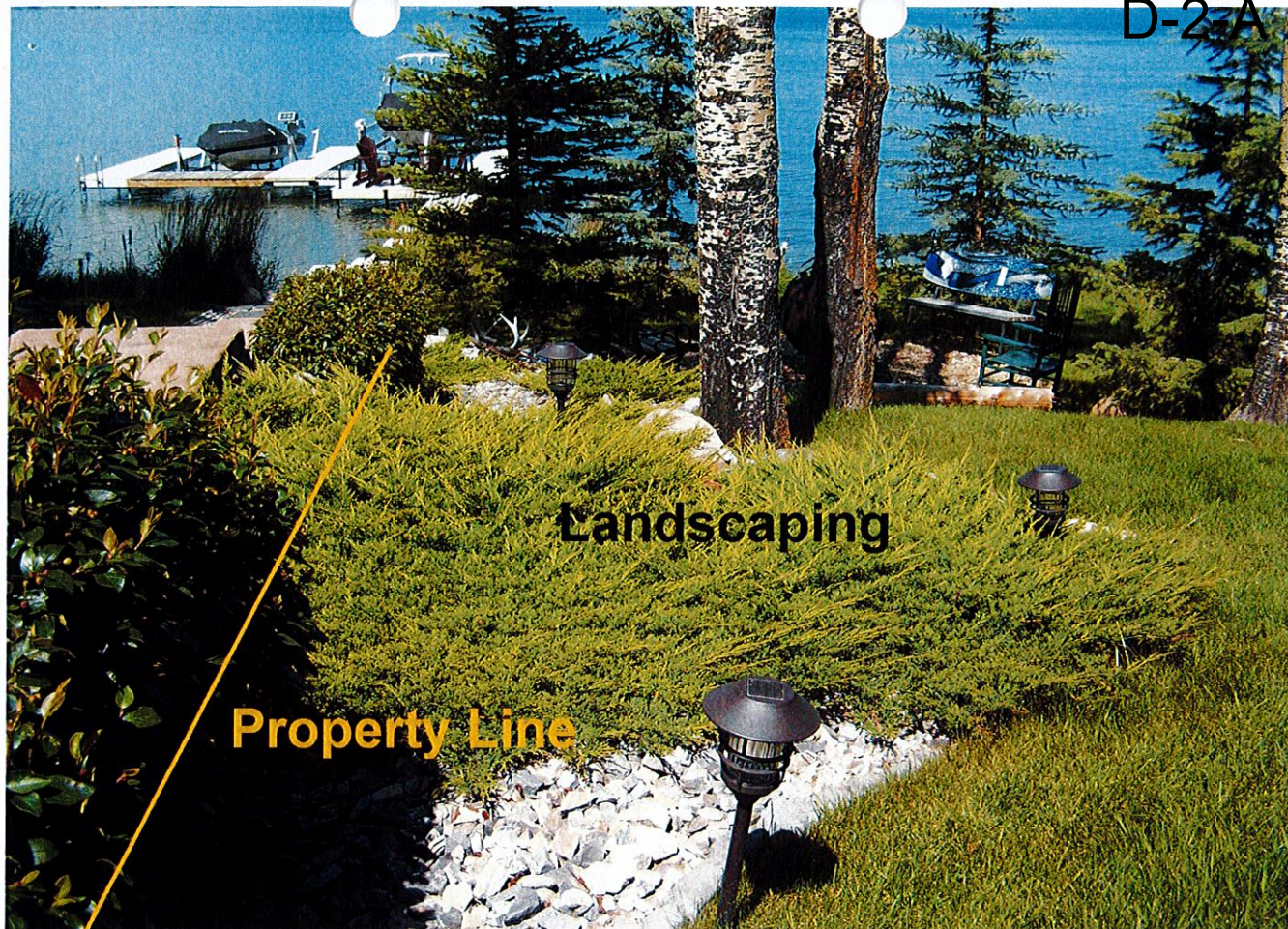
Last Chance Way

D-2-A

Highlighted area showing location of EA.







Landscaping

Property Line

349 Last Chance Way



Property Line

Lake Access Path



349 Last Chance Way

[illegible]

BEMOCO LAND SURVEYING LTD
100, 8040-47th Avenue
Red Deer, Alberta

LEGAL DESCRIPTION

Lot(s) 6 Block 1 Plan 2857 TR

MUNICIPAL ADDRESS

#359 LAST CHANCE WAY, S.V. OF NORGLNWOLD, ALBERTA

CERTIFICATION

I hereby certify that this report was prepared and performed under my personal supervision and in accordance with the Manual of Standard Practice of the Alberta Land Surveyors' Association and supplements thereto. Accordingly within those standards and as of the date of this report, I am of the opinion that:

1. The plan illustrates the boundaries of the property, the improvements as defined in Part D, Section 8.5 of the Alberta Land Surveyors' Association's Manual of Standard Practice, registered easements and rights-of-way affecting the extent of the title to the property.
2. The improvements are entirely within the boundaries of the property, (Except Driveway, Deck, Steps, Wood Platform, Log, Retaining Walls & Shed Eave)
3. No visible encroachments exist on the property from any improvements situated on an adjoining property, (Except Shed Eave from Lot 7)
4. No visible encroachments exist on registered easements or rights-of-way affecting the extent of property,

Purpose: This Report has been prepared for the benefit of the Property owner, subsequent owners and any of their agents for the purpose of (a land conveyance, support of a subdivision application, a mortgage application, a submittal to the municipality for a compliance certificate, etc.). Copying is permitted only for the benefit of these parties, and only if the plan remains attached. Where applicable, registered easements and utility rights of way affecting the extent of the property have been shown. Unless shown otherwise, property corner markers have not been placed during the survey for this report. This report should not be used to establish boundaries due to the risk of misinterpretation or measurement error by the user. The information shown on this Real Property Report reflects the status of this property as of the date of survey only. Users are encouraged to have the Real Property Report updated for future requirements.

Dated this 17th day of November 2017


Alberta Land Surveyor

© KEVIN VENNARD, A.L.S., 2017



LEGEND

- Distances to building corners are at right angles from property lines, unless shown otherwise.
- Date of Survey: July 31, 2013 and November 14, 2017
- Date of Title Search (A copy of which is attached): November 17, 2017
- Unless otherwise specified, the building dimensions shown relate to the greatest extent of the exterior walls.
- Eaves are dimensioned to the line of the fascia and are shown thus: -----
- Distances are in metres and decimals thereof.
- Fences are shown thus: —X— X— —X— —X—
- Statutory iron posts found are shown thus: ●
- Iron bars found are shown thus: ♦
- Support columns are shown thus: ■
- Unless shown otherwise, fences are within 0.20 metres of the property line
- Area referred to bounded thus: _____
- (R).....Radial
- Property is Subject to Caveat No. 162 156 845 Re: Encroachment Agreement.

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
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Date: November 15, 2017

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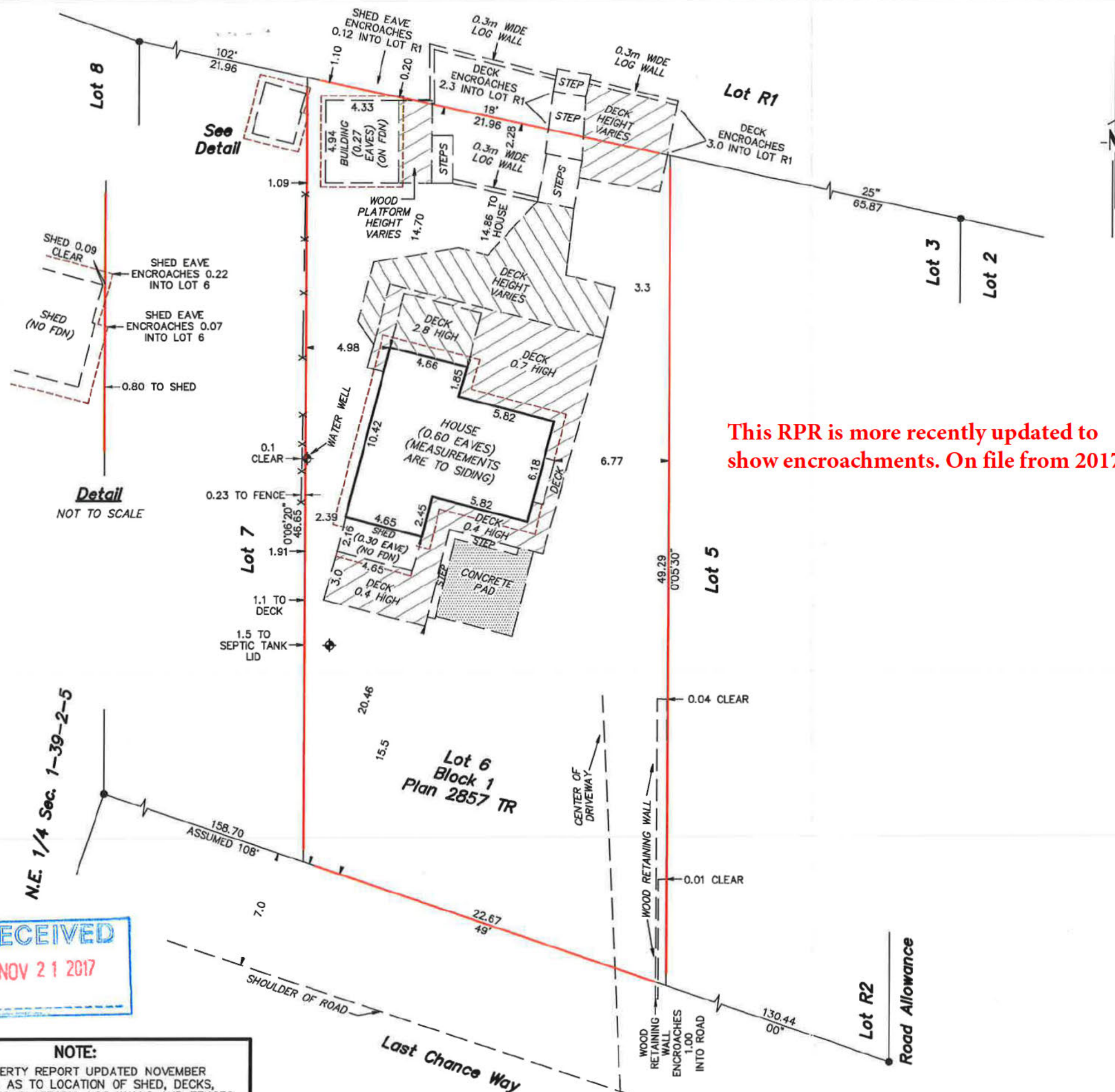
File No.: C-340-17

BEMOCO LAND SURVEYING LTD

100, 6040-47th Avenue

Red Deer, Alberta

WWW.BEMOCO.COM PHONE (43) 342-2611



This RPR is more recently updated to show encroachments. On file from 2017

NOTE:

REAL PROPERTY REPORT UPDATED NOVEMBER
14th, 2017, AS TO LOCATION OF SHED, DECKS,
STEPS, WOOD PLATFORM, LOG WALLS AND FENCES.

RECEIVED
NOV 21 2017

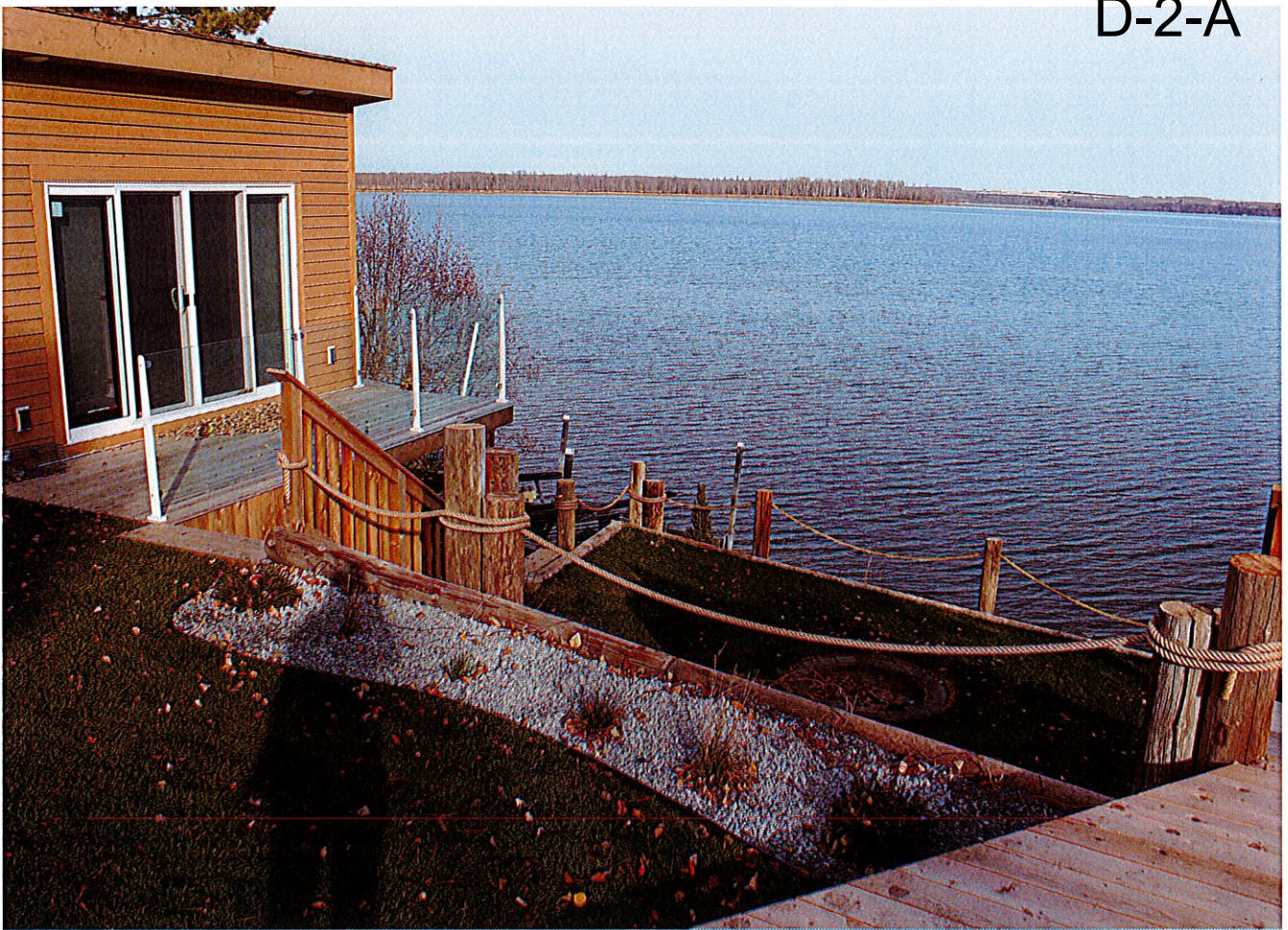
D-2-A



359 Last Chance Way



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359 Last Chance Way



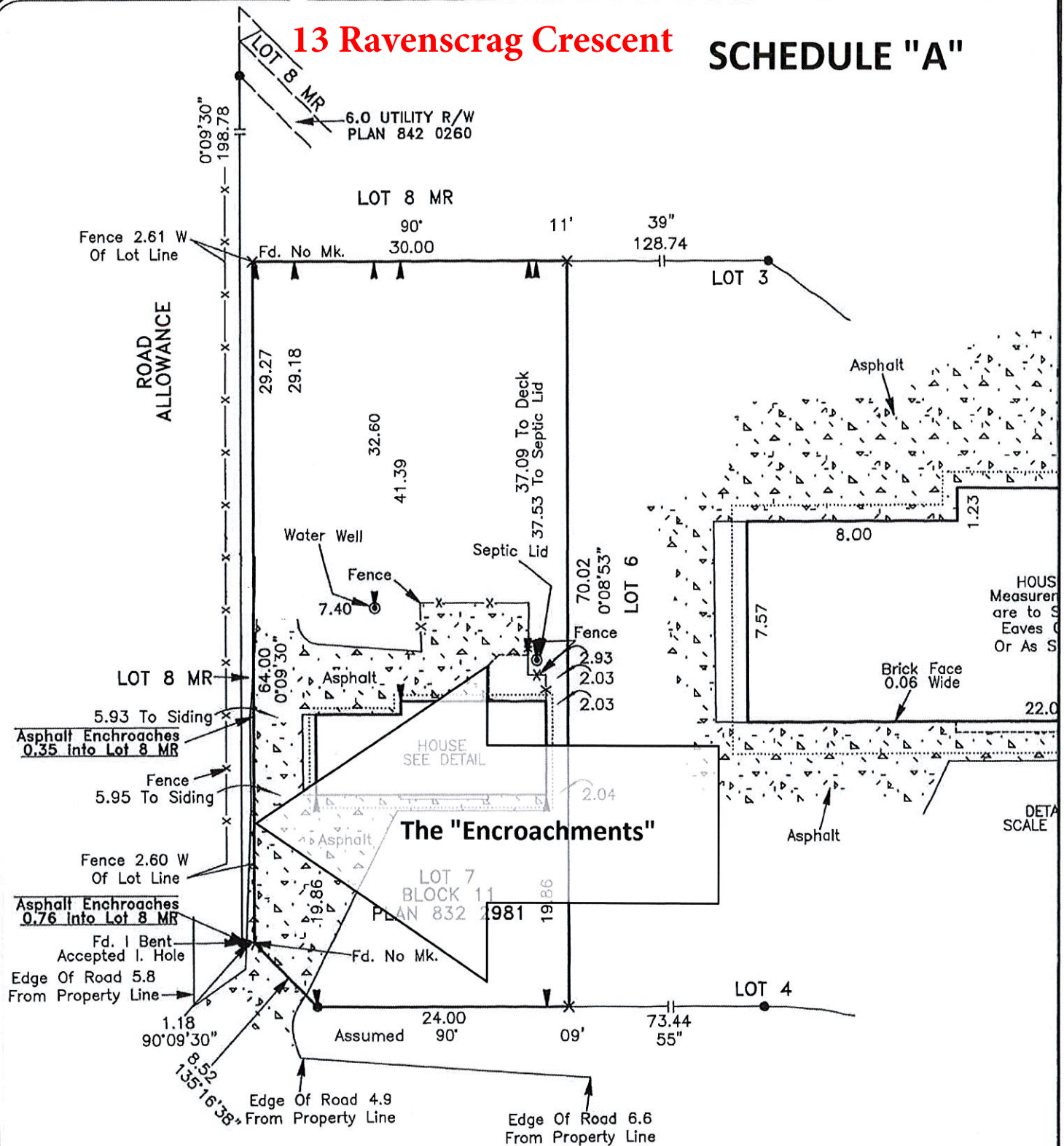
359 Last Chance Way

D-2-A



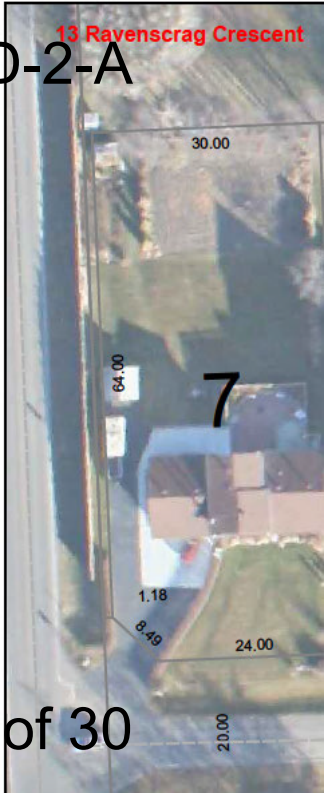
13 Ravenscrag Crescent

SCHEDULE "A"



13 Ravenscrag Crescent

D-2-A



of 30



Image capture: Jun 2014 © 2022 Google

← 13 Ravenscrag Crescent

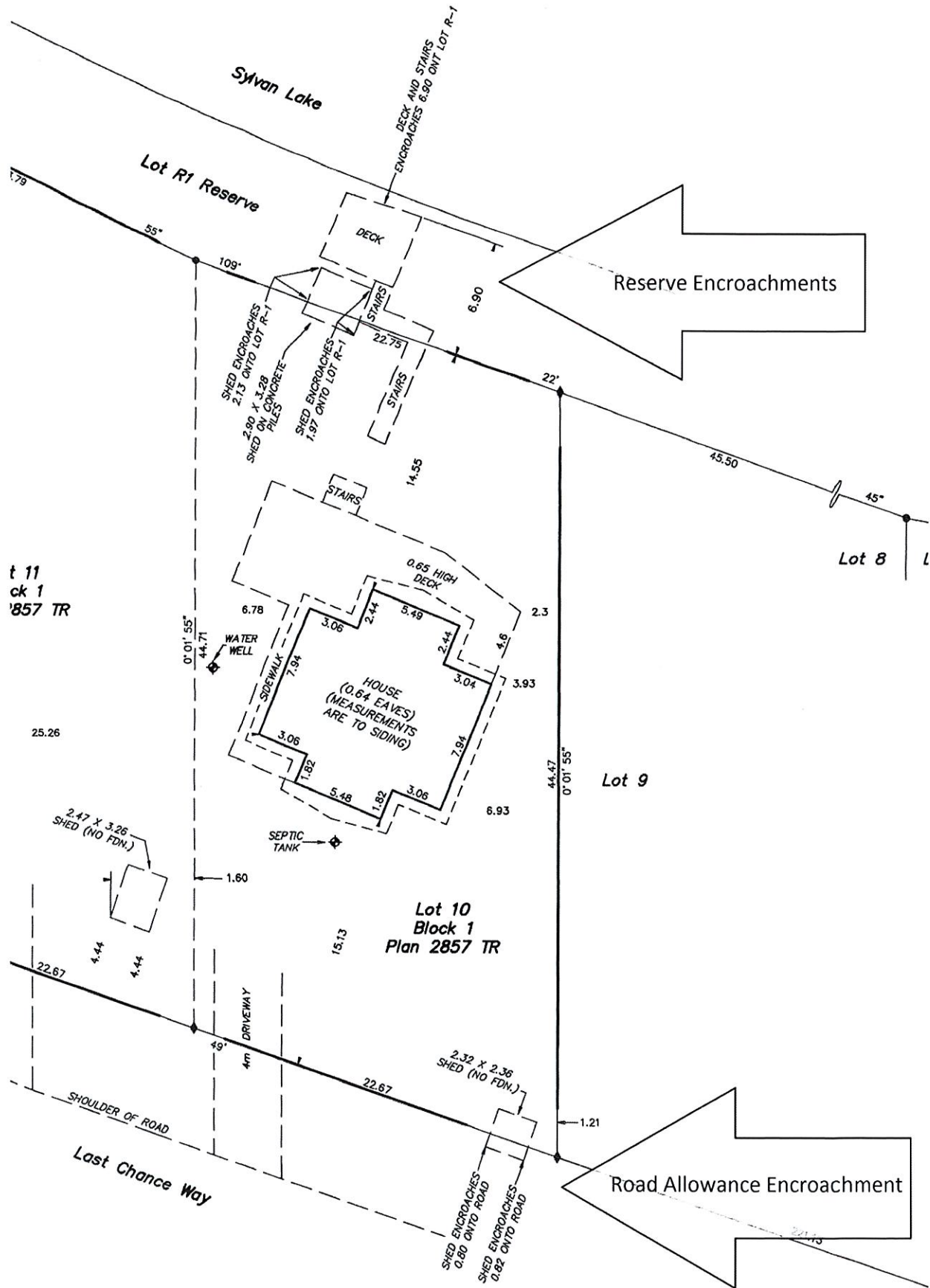
All

Street View & 360°

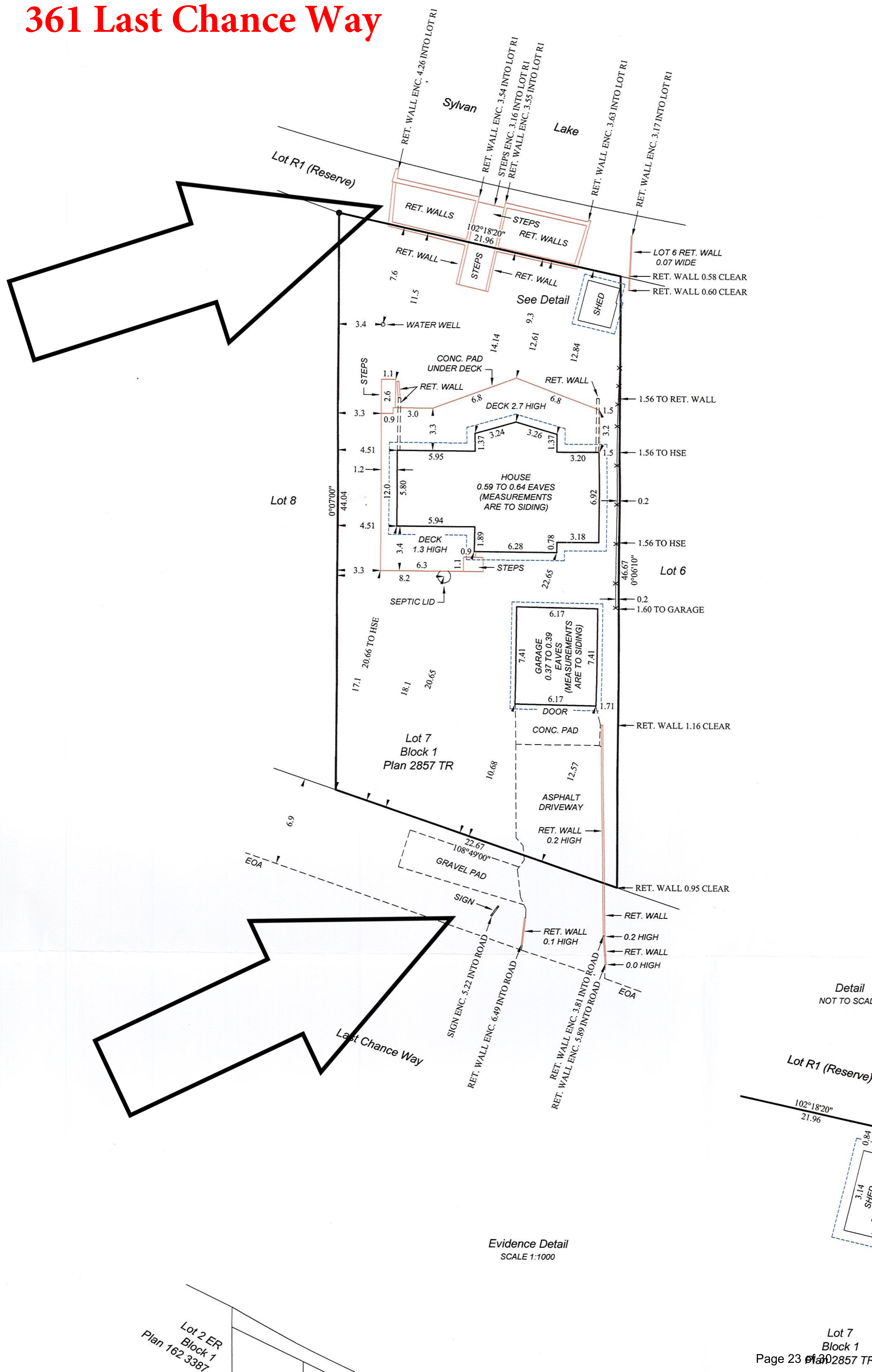
Norglenwold, Alberta

Google

Street View Jun 2014



367 Last Chance Way





JUN 03 2022



D-2-A



361 Last Chance Way

JUN 03 2022





D-2-A

361 Last Chance Way

JUN 03 2022



JUN 03 2022

D-2-A





Policy Title	Date:	Resolution No.
Encroachment Policy	May 29 2020	NGC-20-087

PURPOSE

The Summer Village of Norglenwold has the responsibility to manage Municipal Reserve, Environmental Reserve, Recreational Leases, Licenses of Occupation and the Shoreline within the boundaries of the municipality.

POLICY STATEMENT:

The Summer Village of Norglenwold asserts its right of ownership to all lands owned, leased and managed by the municipality. It is the policy of the Summer Village to work proactively with property owners to remove encroachments for all lands owned, leased and managed by the municipality.

DEFINITIONS:

“building(s)” includes anything constructed or placed on, in, over or under land but does not include a highway or road or a bridge forming part of a highway or road.

“development” means:

- (a) An excavation or stockpile and the creation of either of them; or
- (b) A ***building*** or an addition to, or replacement or repair of a ***building*** and the construction or placing in, on, over or under land of any of them; or
- (c) A change of use of land or a ***building*** or an act done in relation to land or a ***building*** that results in or is likely to result in a change in the use of the land or ***building***; or
- (d) A change in the intensity of use of land or a ***building*** or an act done in relation to land or a ***building*** that results in or is likely to result in a change in the intensity of use of the land or ***building***.

“encroachment(s)” means a ***building*** or ***development*** that illegally extends onto an adjacent property.

GENERAL:

1. The Summer Village requires the removal of all **encroachments** from lands owned, leased or managed by the municipality. The owners of the **encroachment** shall be required to remove the **encroachment** and restore the site to its original / natural state to the satisfaction of the municipality, and or
2. The Summer Village may permit **encroachments** onto property owned, leased or managed by the municipality if the **encroachment** is established and recognized in accordance with the provisions of this policy as of the date of the approval of the Policy.
3. Permitted **encroachments** identified by a letter of consent or a license agreement from the Summer Village of Sunbreaker Cove shall have a fee review every 5th year.

Encroachment on Environmental Reserve Lands

1. The Summer Village does not permit any type of **encroachment** on environmental reserve land.

Encroachments on Municipal Reserve Lands, Municipal Leased Properties and or Municipal Managed Properties

1. Existing **Encroachments** deemed by Council to be minor may be permitted provided a consent letter is issued by the Municipality. The consent letter shall include provisions reserving the Municipality's right to require the removal of the **encroachment** at any time at the expense of the owner of the **encroachment** and any other conditions deemed necessary by the municipality. Minor **encroachments** include the storing of piers and boat lifts.
2. Stairs, retaining walls, fire pits and other types of **development** encroaching onto Municipal property, excepting environmental reserves, may be permitted by the Council provided the owner of the **encroachment**:
 - a. Enters into an Agreement with the municipality outlining the terms by which both parties shall manage the **encroachment**.
 - b. Agrees that the existence of the **encroachment** in no way affect the Municipality's ownership of or authority over the lands.
 - c. Agrees to remove the **encroachment** at the encroaching party's expense at any time such removal is required by the municipality.
 - d. Agrees that upon the removal of the **encroachment**, the site will be restored to a condition acceptable to the municipality.
 - e. Provides, at the request of the municipality, a survey plan illustrating the extent of the **encroachment** prepared by a land surveyor registered to practice in the

province of Alberta to the satisfaction of the municipality prior to the execution of the agreement.

- f. Pays all costs incurred by the municipality to facilitate the execution of the agreement.
- g. Pays the annual ***encroachment*** fee of \$250.00 yearly.

Summer Village of Norglenwold

October 28, 2022

Council Reports

Information Item

Council Reports:

Cyril Gurevitch

Jeff Ludwig

Nav Rattan

Committee Reports:

Correspondence:

Upcoming Meetings:

Next Council Meeting – November 25, 2022