

Shared Docks

April 3, 2024

Definitions:

- a. Applicant: a person or persons applying for a dock/boat lift under Bylaw No. 6-2023 and must be ratepayer within the municipality.
- b. Designated Officer: a person appointed by the municipality to enforce Bylaw No. 6-2023 and shall include the Administrator and a Peace Officer.
- c. Dock: a structure used for the purpose of mooring vessel(s) and for providing pedestrian access to and from moored vessel(s) and can consist of a single dock, wharf, or pier, including walkway and access ramp.
- d. Dock Coordinator: a person who is assigned to be the contact person for a shared dock.
- e. Municipality – the District of Lakeland No. 521.
- f. Shared Dock: a single or multi-person dock in front of or on a public/municipal reserve.

Recent Changes:

- a. May 10, 2023, Council made a resolution to allow for vacancies to be filled as members leave the dock and new applications are received.
- b. September 13, 2023, Council made a resolution that the municipality will maintain any wait lists for potential applicants on all shared docks when a spot becomes available.

Process when a dock spot becomes vacant on a shared dock:

- Step 1: The dock coordinator informs the designated officer of the vacant spot.
- Step 2: The designated officer will choose a person on a first come first chosen basis (from the waiting lists that are maintained by the designated officer).
- Step 3: The person chosen will be directed to contact the dock coordinator.
- Step 4: The dock coordinator will inform the chosen person of any rules and regulations such as buy-in's that pertain to the dock.
- Step 5: If the person chosen agrees to be on the dock, that person will fill out an application form with the municipality and pay the required fees. Written confirmation is required from the dock coordinator and the applicant acknowledging acceptance.
- Step 5.1: If the person chosen does not agree to be on the dock, the designated officer will start the process over from Step 1 to Step 5 until a person is found. Written confirmation from this person indicating they are opting out of being on the dock is required.

➤ Flow Chart Attached

Waiting List Procedure:

- a) Each dock coordinator submitted a wait list (if they had one) of potential applicants to the municipality.

- b) If more than one wait list was submitted for a subdivision, because there may be more than one shared dock within the subdivision, the waiting order is determined by the date the wait list was submitted to the municipality. Be advised that if more than one wait list is received from each subdivision, the wait lists are combined to create one single comprehensive wait list for that subdivision.
- c) When a spot becomes available on a shared dock, the designated officer will contact the first person on the wait list and follow Steps 2-5 of the process.
- d) If the dock coordinator receives phone calls or inquiries from ratepayers wanting to be on their dock, the dock coordinator will direct them to call the municipality; the designated officer will add them to the waiting list.

General Rules:

- a. Dock spots are not to be sold with backrow properties.
- b. The person must have a developed property in the subdivision that the vacant spot is available as determined by the tax roll. Each shared dock is subdivision specific.
- c. The waiting list is combined of all waiting lists from all shared docks within the subdivision.
- d. A lakefront property owner with a dock application on their own lot cannot be part of a shared dock.
- e. Approved applications are non-transferable.
- f. Renting a shared dock spot is not permitted.
- g. Regardless of the number of properties that an applicant may own, that applicant is only eligible for one spot.