

**SUMMER VILLAGE OF ISLAND LAKE
AGENDA**

Tuesday, February 20, 2024

Via Zoom

Commencing at 5 p.m.

As per Bylaw 02-2022 there will be no audio/video recordings of meetings.

1.	<u>Call to Order</u>		
2.	<u>Agenda</u>	a)	February 20th, 2024 Regular Council Meeting Council Options <ol style="list-style-type: none">1. THAT Council approve the February 20th, 2024, Regular Council Meeting Agenda as presented.2. THAT Council approve the February 20th, 2024, Regular Council Meeting Agenda as amended.
3.	<u>Minutes:</u> <i>Attachment</i>	a)	January 24 th , 2023, Regular Council Meeting Minutes Council Options <ol style="list-style-type: none">1. THAT Council approve the January 24th, 2023, Regular Council Meeting Minutes as presented.2. THAT Council approve the January 24th, 2023, Regular Council Meeting Minutes as amended.
4.	<u>Delegation</u>	a)	Development Update Development Officer Matthew Ferris will be in attendance at the meeting to provide Council with an update and plan for 229 Lakeshore Drive.
5.	<u>Bylaws</u> <i>Attachment</i>	a)	Animal Control Bylaw 05-2023 The Animal Control Bylaw # 05-2023 has been updated as per Council direction and is being presented to Council for 2 nd and 3 rd Reading. Following 1 st Reading, Administration posted the bylaw on the web for comment from residents prior to bringing forth for 2 nd and 3 rd Readings. To date Administration has received no comments. Recommended Motions <ol style="list-style-type: none">1. THAT Council give 2nd Reading to the Animal Control Bylaw # 05-2023.2. THAT Council give 3rd Reading to the Animal Control Bylaw # 05-2023.

**SUMMER VILLAGE OF ISLAND LAKE
AGENDA**

Tuesday, February 20, 2024

Via Zoom

Commencing at 5 p.m.

As per Bylaw 02-2022 there will be no audio/video recordings of meetings.

	<i>Attachment</i>	b)	Enforcement Officer Bylaw Upon submission and acceptance of the 5 year capital plan administration was notified of other outstanding items from the 2022 Municipal Accountability Program. One of these items is an Bylaw Enforcement Officer Bylaw. The attached bylaw has been accepted by Municipal Affairs prior to being presented to Council for review and adoption. Recommended Motions <ol style="list-style-type: none">1. THAT Council give 1st Reading to the Bylaw Enforcement Officer Bylaw # 01-2024.2. THAT Council give 2nd Reading to the Bylaw Enforcement Officer Bylaw # 01-2024.3. THAT Council give 3rd Reading to the Bylaw Enforcement Officer Bylaw # 01-2024.
	<i>Attachment</i>	c)	Fees and Charges Bylaw The Fees and Charges Bylaw # 03-2023 has been updated as per Council direction and is being presented to Council for 3 rd Reading. Following 1 st and 2 nd Reading, Administration posted the bylaw on the web for comment from residents prior to bringing forth for 3 rd Reading. A final review indicated that assessment appeal fees are outlined in Alberta Regulation 201/2017 (current January 1, 2023), the bylaw has been amended to reflect this change. To date Administration has received no comments. Recommended Motions <ol style="list-style-type: none">1. THAT Council give 3rd Reading to the Fees and Charges Bylaw # 03-2023 as amended.

SUMMER VILLAGE OF ISLAND LAKE AGENDA

Tuesday, February 20, 2024

Via Zoom

Commencing at 5 p.m.

As per Bylaw 02-2022 there will be no audio/video recordings of meetings.

		d)	<p>Reserves Bylaw 04-2023</p> <p>The Reserves Bylaw was reviewed by Council in December, amendments were made and the bylaw is being presented for 1st Reading.</p> <p>Administration posted the bylaw on the web for comment from residents prior to bringing forth for 1st Reading.</p> <p>To date Administration has received no comments.</p> <p>Recommended Motions</p> <p>1. THAT Council give 1st Reading to the Reserves Bylaw # 04-2023.</p>
6.	<p><u>Request for Decision</u></p> <p><i>Attachment</i></p>	a)	<p>Request for Support</p> <p>The Regional Health Care Attraction and Retention Committee has submitted a request for a \$500.00 donation to assist with welcoming new health care professionals to the community and hosting an annual appreciation BBQ. Recent highlights include supporting staff implementing Connect Care, Alberta Health Services' new information system, and a successful recommendation to the Town of Athabasca and Athabasca County to purchase and operate a transitional housing unit for health care professionals.</p> <p>Recommended Motion</p> <p>1. THAT Administration forward a donation to the Regional Health Care Attraction and Retention Committee to assist with the efforts in bringing Health Care to the Region.</p>
	<p><i>Attachment</i></p>	b)	<p>Funding Request Ball Diamonds</p> <p>Our current ball diamond was built in the early 1990's. While still functional it requires improvements to fencing, to provide safety to the adjoining playground and basketball court. Our current bleachers are not appropriate from an inclusion and accessibility standpoint. The outfield requires leveling and reseeding/sod, and the infield is in dire need of new shale. Finally, the dugouts are too small for current needs and must be enlarged with new benches provided.</p>

SUMMER VILLAGE OF ISLAND LAKE

AGENDA

Tuesday, February 20, 2024

Via Zoom

Commencing at 5 p.m.

As per Bylaw 02-2022 there will be no audio/video recordings of meetings.

			<p>We view this as a project with four components:</p> <ol style="list-style-type: none">1. Safety: Adding netting/fencing to provide safety for individuals utilizing the playground as well as the basketball courts. Issues arise when all of our recreation areas are being used at the same time.2. Field: The infield is in dire need of new shale due to it being packed down over the past 30 years. The outfield has significant elevation challenges especially in the right field. There is a need to level the field off, fill in low spots. We will then sod the far-right field and reseed several low spots.3. Dugouts: Our dugouts are vastly undersized for today’s needs, making it difficult for teams to utilize them properly.4. Bleachers: The bleachers are small and have served their purpose over the past 30 years. It is time to make them more accessible and provide a larger more enjoyable seating experience for the hundreds of lake residents who enjoy watching the games and events at the ballpark. <p>Recommended Motion The will of Council.</p>																		
		c)	<p>CRACS’S ASB Program</p> <p>As a participant in CRASC’s ARB program, the Summer Village is required to appoint the ARB Officials for 2024. (As per MGA section 454)</p> <p>All municipalities are required to appoint by resolution the following as your ARB officials for 2024.</p> <table><tr><td>ARB Chairman -</td><td>Raymond Ralph</td></tr><tr><td>Certified ARB Clerk -</td><td>Gerryl Amorin</td></tr><tr><td>Certified Panelists -</td><td>Darlene Chartrand</td></tr><tr><td></td><td>Sheryl Exley</td></tr><tr><td></td><td>Tina Groszko</td></tr><tr><td></td><td>Stewart Hennig</td></tr><tr><td></td><td>Richard Knowles</td></tr><tr><td></td><td>Denis Meier</td></tr><tr><td></td><td>Raymond Ralph</td></tr></table>	ARB Chairman -	Raymond Ralph	Certified ARB Clerk -	Gerryl Amorin	Certified Panelists -	Darlene Chartrand		Sheryl Exley		Tina Groszko		Stewart Hennig		Richard Knowles		Denis Meier		Raymond Ralph
ARB Chairman -	Raymond Ralph																				
Certified ARB Clerk -	Gerryl Amorin																				
Certified Panelists -	Darlene Chartrand																				
	Sheryl Exley																				
	Tina Groszko																				
	Stewart Hennig																				
	Richard Knowles																				
	Denis Meier																				
	Raymond Ralph																				

SUMMER VILLAGE OF ISLAND LAKE AGENDA

Tuesday, February 20, 2024

Via Zoom

Commencing at 5 p.m.

As per Bylaw 02-2022 there will be no audio/video recordings of meetings.

			Recommended Motion 1. THAT the Summer Village of Island Lake appoint Raymond Ralph as ARB Chair; AND FURTHER the Summer Village of Island Lake appoint Gerryl Amorin as ARB Clerk; AND FURTHER that the Summer Village of Island Lake appoint Darlene Chartrand, Sheryl Exley, Tina Groszko, Stewart Hennig, Richard Knowles, Denis Meier, and Raymond Ralph as Certified Panelists.
7.	<u>Financial</u> <i>Forwarded under separate cover.</i>	a)	Income and Expense Statement January 31st, 2024. Recommended Motions 1. THAT the January 31 st , 2024, Income and Expense Statement be received for information.
8.	<u>Councillors' Reports</u>	a) b) c)	Mayor Newton Deputy Mayor Fisher Councillor Wasmuth
9.	<u>Administration Reports</u> <i>Report sent under separate cover.</i>	a)	CAO I have been working on the following items: <ul style="list-style-type: none"> • Year End Financial Requirements • Canada Summer Jobs Grant Application • Climate Action Grant report and submission. • Financial Research • Audit Preparation • Municipal Accountability Program • Enforcement discussions with Athabasca County – our agreement expired the end of December, 2023 and the County is reviewing their processes and procedures prior to renewing any agreements with partners. Administration has requested this information in writing, along with a response to the letter that was sent. Athabasca County did speak about their residents having priority over summer village residents and that the service from the County is a patrol service, and investigative service, not a response service.

**SUMMER VILLAGE OF ISLAND LAKE
AGENDA**

Tuesday, February 20, 2024

Via Zoom

Commencing at 5 p.m.

As per Bylaw 02-2022 there will be no audio/video recordings of meetings.

10.	<u>Communications and Correspondence</u> <i>Attachments</i>	a) b)	ASVA notes on the LGAA AMDSP Winter Newsletter
11.	<u>Closed Session</u>		N/A
12.	<u>Next Meeting</u>		Next Meeting is scheduled for March 19 th , at 5:00 p.m. via zoom.
13.	<u>Adjournment</u>		

Next Meetings:

March 19, 2024	August 20, 2024
April 16, 2024	September 17, 2024
May 21, 2024	October 15, 2024
June 18, 2024	November 19, 2024
July 16, 2024	December 17, 2024

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, JANUARY 16, 2024
VIA ZOOM

Council: Mayor Newton
Deputy Mayor Fisher
Councillor Wasmuth

Administration: Chief Administrative Officer, Phyllis Forsyth
Administrative Assistant, Les Forsyth

1.	CALL TO ORDER	Mayor Newton called the meeting to order at 5:02 p.m.
2.	AGENDA 24-001	MOVED by Mayor Newton THAT the January 16 th , 2024, Regular Meeting Agenda be approved as presented. CARRIED
3.	MINUTES 24-002	MOVED by Deputy Mayor Fisher THAT the December 19 th , 2024, Regular Council Meeting Minutes be approved as presented. CARRIED
4.	BYLAWS 24-003	Animal Control Bylaw MOVED by Mayor Newton THAT Council give 1 st reading to the Animal Control Bylaw #05-2023 as amended. CARRIED
5.	BUSINESS 24-004	Annexation Quote MOVED by Mayor Newton THAT Council approve Phase 1 Study to assess feasibility of the Annexation at not more than \$6,699.00 as per budget. CARRIED

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, JANUARY 16, 2024
VIA ZOOM

		<p>SDAB Appointments</p> <p>24-005 MOVED by Councillor Wasmuth THAT Council appoint the following members to the Summer Village of Island Lake Subdivision and Development Appeal Board until the 2024 Summer Village Organizational Meeting:</p> <ul style="list-style-type: none"> a. John McIvor b. Jason Shewchuk c. Gerald Stark d. Rainbow Williams e. Chris Zaplotinsky <p>24-006 THAT the Chief Administrative Officer send a letter to Milestone Municipal Services Inc., Emily House, SDAB Clerk, advising that Summer Village of Island Lake Council expects all appointed SDAB Panel Members to apply the provisions of the Summer Village of Island Lake Land Use Bylaw 08-2021 and amendments relative to any SDAB Decisions and Awards rendered regarding developments within the Summer Village of Island Lake.</p> <p style="text-align: right;">CARRIED</p> <p>24-007 Ball Diamond Rental Agreement</p> <p>MOVED by Councillor Wasmuth THAT Council approve the Ball Diamond Rental Agreement as presented.</p> <p style="text-align: right;">CARRIED</p>
6.	FINANCIAL REPORT	<p>Income and Expense Statement December 31st, 2023</p> <p>24-008 MOVED by Councillor Wasmuth THAT the December 31st, 2023 Income and Expense Statement be received for information as adjusted.</p> <p style="text-align: right;">CARRIED</p>
7.	COUNCIL REPORTS	<p>24-009 MOVED by Mayor Newton that Council accept the Council Reports for information.</p> <p style="text-align: right;">CARRIED</p>

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, JANUARY 16, 2024
VIA ZOOM

8.	ADMINISTRATION REPORTS 24-010	MOVED by Mayor Newton that Council accept the Administration Reports for information. CARRIED
9.	NEXT MEETING	Next meeting is scheduled for February 20 th , 2024, at 5:00 p.m. via zoom.
14.	ADJOURNMENT 24-011	MOVED by Mayor Newton THAT the Regular Council meeting for the Summer Village of Island Lake for January 16 th , 2024, be adjourned at 6:24 p.m.

Mayor, Chad Newton

Chief Administrative Officer, Phyllis Forsyth

SUMMER VILLAGE OF ISLAND LAKE
(hereinafter referred to as the “Summer Village”)

ANIMAL CONTROL BYLAW

IN THE PROVINCE OF ALBERTA

BY-LAW 05-2023

BEING A BY-LAW OF THE SUMMER VILLAGE OF ISLAND LAKE TO REGULATE AND CONTROL ANIMALS WITHIN THE LIMITS OF THE SAID SUMMER VILLAGE.

WHEREAS, under the provisions of the Municipal Government Act, being Chapter M26 of the Revised Statutes of Alberta, January 1, 2023, and amendments thereto. The Council may pass a by-law authorizing regulation and control of animals within the boundaries of the said Summer Village; and

WHEREAS, the Council of the Summer Village of Island Lake deemed it proper and expedient to pass a by-law to regulate and control animals within the boundaries of the said Summer Village;

NOW THEREFORE, under the authority and subject to the provisions of Section 164 of the Municipal Government Act, being Chapter M26 of the Revised Statutes of Alberta, 2000, and amendments thereto, the Council of the Summer Village of Island Lake, in the Province of Alberta, duly assembled enacts as follows:

TITLE

1. This by-law may be cited as the “Animal Control Bylaw”.

DEFINITIONS

2. In this Bylaw:

- a) “Animal” means any dog or cat.
- b) “Animal Control Officer” means any person, firm or corporation appointed by Council to administer and enforce the provisions of this Bylaw.
- c) “Bylaw Enforcement Officer” means a person appointed by the Summer Village Council pursuant to the provisions of Section 39 of the Police Act of Alberta.
- d) “Cat” means a member of the species *Felis Catus*, commonly referred to as the domestic, house, farm or feral cat.
- (e) “Council” means Council of the Summer Village of Island Lake.
- (f) “Dog” means a member of the species *Canis Lupus Familiaris* commonly referred to as the domestic dog.

(g) "Owner" means:

(i) in the case of land, any person registered under the Land Titles Act as the owner of the fee simple estate in a parcel of land; or

(ii) in the case of personal property, any person who has lawful possession or the right to exercise control over it or to be the registered owner of it and, for greater certainty includes any person:

i. who has the care, charge, custody, possession or control of an animal.

ii. who owns or claims a proprietary interest in an animal.

iii. who harbors, suffers, or permits an animal to be present on any property owned or under their control.

(h) "Peace Officer" has the same meaning as in the Provincial Offences Procedures Act.

(i) "Person" means any individual, firm, partnership, association, corporation, trustee, executor, administrator or other legal representative.

(j) "RUNNING AT LARGE" – means an animal which is not on a leash and/or under the control of a person that is responsible and is actually upon property other than the property of the animal's owner.

RUNNING AT LARGE:

Within the boundaries of the Summer Village of Island Lake.

3. a) The boundaries of the above-mentioned Summer Village shall be the same as those shown in the Land Use By-law 08-2021.

b) No person or persons owning, harboring or having charge or custody of any animal shall allow such animal to run at large within the limits of the above referenced Summer Village.

NUISANCE

4. a) The owner of an animal shall not permit the animal to be or become a public nuisance by:

i) biting, barking at, or chasing a pedestrian;

ii) biting or barking at or chasing livestock, bicycles, automobiles , or other vehicles;

iii) barking, howling, or otherwise disturbing any person,

iv) causing damage to property or other animals

LIMIT OF NUMBER

No person shall keep or have more than three animals (dogs and/or cats) on any land, house, shelter, room, place, building, structure, or property within the Village, unless:

a) The dogs or cats in excess of the limit are under six (6) months of age and are the off-spring of a dog or cat residing at the same location;

b) The owner of the dog or cat that is in excess of the limit is temporarily visiting a resident of the Village.

AUTHORITY TO IMPOUND

5. a) A Bylaw Enforcement Officer, or a Peace Officer may capture and impound any animal in respect of which he believes or has reasonable grounds to believe an offense under this by-law is being or has been committed.

b) A Bylaw Enforcement Officer, Peace Officer, or any person authorized by this by-law to enforce the provisions contained herein may enter onto the land surrounding any buildings in pursuit of any animal/animals which have been Running at Large.

c) Any animal so impounded may be confined in an authorized pound or veterinary clinic, where it shall remain for a period of up to 72 hours after which it shall be disposed of as hereinafter set forth, unless previously redeemed.

d) Provided that, where an animal running at large cannot be captured after reasonable diligence, the same may be destroyed by a Bylaw Enforcement Officer or other person authorized by Council.

e) Impoundment Fees and Charges

Before the owner of an animal that is impounded obtains possession of the animal, he shall pay to the Animal Control Officer of Summer Village of Island Lake, in addition to any penalties provided herein within Section 6, the following costs and fees:

- All Veterinarian fees
- All Boarding fees
- Any additional costs

Any animal not so redeemed may be sold by the pound keeper to any person paying the fees and costs, as herein provided, and any animal not so redeemed or sold, shall be destroyed by the application of a humane form of euthanasia.

SUMMARY CONVICTION

6. a) A person who contravenes a provision of this Bylaw by doing something which he/she is prohibited from doing, or by failing to do something which he/she is required to do, or by doing something in a manner different from that in which he/she is required or permitted to do in this Bylaw, is subject to a fine of one hundred dollars (\$100.00) for the first offence, two hundred (\$200) for the second offence, and five hundred (\$500) for each subsequent offence, per animal, per incident.

- b) The levying and payment of any fine for any period provided in this By-law shall not relieve a person from the necessity of paying any fees, charges or costs for which he/she is liable under the provisions of this By-law.
- c) A Provincial Judge, in addition to the penalties provided in this Section may, if the offence is considered sufficiently serious, can direct or order the person that owns, keeps, maintains, or harbors an animal or animals to prevent disturbance or a nuisance complained of, or to have the animal removed from the Summer Village or to have the animal destroyed.

RABIES OR COMMUNICABLE DISEASES

7. In the event of an outbreak or a threatened outbreak of rabies, or any disease affecting dogs and/or cats which may be transmitted to human beings, Council may by resolution, order and direct that all dogs and/or cats shall be securely tied up by the owner or shall otherwise be effectively confined and prevented from being at large, within the Summer Village of Island Lake. Any dog and/or cat found at large is in contravention of this section and shall be impounded or destroyed.

COMING INTO FORCE

- 8. That Bylaw 05-2012 is hereby repealed.
- 9. THAT this by-law shall be effective as, on and from the date of final passing.
- 10. THAT this bylaw shall come into force on the date of final passing.

READ A FIRST TIME this day of _____.

READ A SECOND TIME this _____ day of _____.

With the unanimous consent of all council Members present,

READ A THIRD TIME AND FINALLY PASSED the _____ day of _____.

MAYOR

MUNICIPAL ADMINISTRATOR

**THIS IS A BYLAW OF THE SUMMER VILLAGE OF ISLAND LAKE, IN THE
PROVINCE OF ALBERTA, TO BE KNOWN AS THE
SUMMER VILLAGE OF ISLAND LAKE ENFORCEMENT OFFICER BYLAW**

WHEREAS, Section 7 of the *Municipal Government Act*, provides that a council may pass bylaws respecting the enforcement of bylaws;

AND WHEREAS, Section 210(1) of the *Municipal Government Act* provides that a council may, by bylaw, establish one or more positions to carry out the powers, duties and functions of a designated officer;

AND WHEREAS, Section 555 of the *Municipal Government Act* provides that a person who is appointed as a bylaw enforcement officer is, in the execution of enforcement duties, responsible for the preservation and maintenance of the public peace;

AND WHEREAS, Section 556 of the *Municipal Government Act* provides every council must by bylaw, specify the powers and duties of the bylaw enforcement officers and establish disciplinary procedures applicable to its bylaw enforcement officers;

AND WHEREAS, the Council for the Summer Village of Island Lake deems it advisable to contract out the provision of bylaw enforcement services to a third party service provider;

NOW THEREFORE, the Council for the Summer Village of Island Lake, duly assembled, enacts as follows:

PART 1 – INTERPRETATION

SHORT TITLE

1. This bylaw shall be cited as the "Bylaw Enforcement Officer Bylaw."

DEFINITIONS

2. In this bylaw, unless the context otherwise requires:
 - a) "Bylaw Enforcement Officer" means an individual, who is not an employee of the Summer Village who has been appointed as a bylaw enforcement officer for the Summer Village pursuant to this Bylaw and in accordance with the terms of the agreement between the Summer Village and the Contracted Service provider.
 - b) "Chief Administrative Officer" or "CAO" means the individual appointed by Council as the Chief Administrative Officer of the Summer Village or their delegate.
 - c) "Contracted Service Provider" means any third-party engaged by the Summer Village and under current contract to provide bylaw enforcement services on behalf of the Summer Village and may include, without limitation, another municipality, an individual, corporation, partnership or other legal entity.
 - d) "Manager" means the employee of the Summer Village who is responsible for managing the agreement with the Contracted Service Provider.

- e) "Misuse of Power" means any failure of a Bylaw Enforcement Officer, by either act or omission:
 - a) to perform or carry out their duties according to law; or
 - b) to carry out the duties and responsibilities assigned to them according to the terms and conditions of their appointment as a Bylaw Enforcement Officer.
- f) "Municipal Tag" means a tag or similar document issued by the Summer Village pursuant to the Municipal Government Act that alleges a bylaw offence and provides a person with the opportunity to pay an amount to the Summer Village in lieu of prosecution for the offence.
- g) "Summer Village" means the municipal corporation of the Summer Village of Island Lake in the Province of Alberta or, if the context requires, the geographical area within the boundaries of the municipality.
- h) "Violation Ticket" has the meaning given to it in the Provincial Offences Procedure Act.

RULES OF INTERPRETATION

- 3. The headings in this Bylaw are for guidance purposes and convenience only.
- 4. Every provision in this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.
- 5. In this Bylaw, a citation of or reference to any enactment of the Province of Alberta or of Canada, or of any other Bylaw of the Summer Village, is a citation of or reference to that enactment or Bylaw as amended, whether amended before or after the commencement of the enactment or Bylaw in which the citation or reference occurs.
- 6. Nothing in this Bylaw relieves a person from complying with any provision of any provincial or federal legislation or regulation, other Bylaw or any requirement of any lawful permit, order or licence.

PART 2 – CHIEF ADMINISTRATIVE OFFICER

POWERS AND DUTIES

- 7. The Chief Administrative Officer:
 - a) is authorized to enter into agreements on behalf of the Summer Village, from time to time, with a Contracted Service Provider, on such terms and conditions as the Chief Administrative Officer deems advisable, subject to the requirements of this Bylaw and the Council-approved budget.
 - b) may appoint one or more individuals as Bylaw Enforcement Officers in accordance with this Bylaw.
 - c) may revoke, suspend, or modify the appointment of a Bylaw Enforcement Officer in accordance with this Bylaw and subject to the terms and conditions of the agreement between the Summer Village and the Contract Service Provider.
 - d) may authorize or require Bylaw Enforcement Officers to carry out any powers and duties necessary to fulfill their responsibility for the preservation and maintenance of the public peace.
 - e) may establish the standards of uniform, insignia, and identification for Bylaw Enforcement Officers, which may include adopting the uniform, insignia and identification of the Contracted Service Provider with their consent.

- f) will ensure complaints of Misuse of Power by Bylaw Enforcement Officers are investigated and disposed of in accordance with this Bylaw.
- g) will report on, or ensure the Contracted Service Provider reports on, the status and effectiveness of bylaw enforcement services within the Summer Village, when requested to do so by Council.
- h) may delegate any of the CAOs' powers, duties, or functions contained in this section to any employee of the Summer Village, including the option to further delegate those powers, duties, and functions.

PART 3 – BYLAW ENFORCEMENT OFFICERS

OATH OF OFFICE

- 8. A Bylaw Enforcement Officer must, before starting their duties, take the official oath prescribed by the Oaths of Office Act as set out in Schedule "A" of this Bylaw.

POWERS AND DUTIES

- 9.
 - 1) Subject to the terms and conditions of their appointment by the Chief Administrative Officer, and the terms and conditions of the agreement between the Summer Village and the Contracted Service Provider, the powers and duties of Bylaw Enforcement Officers are as follows:
 - a) to enforce the Bylaws of the Summer Village;
 - b) to provide public education on the Bylaws and enforcement services;
 - c) to conduct patrols to ensure compliance with the Bylaws;
 - d) to respond to and investigate complaints and alleged breaches of Bylaws;
 - e) to exercise the powers and duties of a designated officer to conduct inspections, remedies, or enforcement authorized or required by a Bylaw or enactment in accordance with Section 542 of the Municipal Government Act;
 - f) to exercise the powers and duties of a designated officer to issue written orders pursuant to Section 545 and 546 of the Municipal Government Act;
 - g) to issue warning notices, Municipal Tags and Violation Tickets for offences under Bylaws;
 - h) to assist in the prosecution of bylaw offences, including the gathering of evidence, the swearing of complaints, preparation of prosecution files, ensuring the attendance of witnesses, and attending in court and providing evidence as required;
 - i) to perform all other duties as may from time to time be assigned by the CAO.
 - 2) Bylaw Enforcement Officers must comply with their appointment and exercise their powers and duties in accordance with all applicable Summer Village bylaws, policies, procedures, and guidelines.

OFFICER IDENTIFICATION

- 10. While acting in the course of their duties, Bylaw Enforcement Officers shall carry on their person identification, in a form approved by the CAO, evidencing their appointment as a Bylaw Enforcement Officer.

APPOINTMENT CEASES TO BE IN EFFECT

11. A Bylaw Enforcement Officer's appointment ceases to be in effect:
 - a) when the Bylaw Enforcement Officer ceases to be engaged by the Summer Village in the capacity of a Bylaw Enforcement Officer,
 - b) when the Bylaw Enforcement Officer's appointment is revoked in accordance with this Bylaw, or
 - c) while the Bylaw Enforcement Officer's appointment is suspended in accordance with this Bylaw.
12. Upon a Bylaw Enforcement Officer appointment ceasing to be in effect, other than when suspended, the Bylaw Enforcement Officer shall immediately return to the CAO any uniforms, equipment, Municipal Tag and Violation Ticket books, appointment certificates, and all other materials or equipment supplied to the Bylaw Enforcement Officer by the Summer Village.

PART 4 – MISUSE OF POWER

DISCIPLINARY PROCEDURES

13. If the Summer Village enters into an agreement with another Alberta municipality as a Contracted Service Provider, the agreement may provide for complaints of Misuse of Powers and discipline of Bylaw Enforcement Officers to be dealt with by the Contracted Service Provider in accordance with the disciplinary procedures adopted by that municipality, by bylaw, otherwise the disciplinary procedures set out in this Part shall apply to all complaints regarding Misuse of Power by Bylaw Enforcement Officers.

COMPLAINTS

14.
 - a) If a person reasonably believes there has been a Misuse of Power by a Bylaw Enforcement Officer, the person may file a complaint in accordance with this Part.
 - b) A complaint made under Subsection 1) must:
 - a) be made in writing,
 - b) include the full name of the complainant,
 - c) include contact information for the complainant,
 - d) indicate the specific reasons for the complaint and,
 - e) be sent to the Summer Village, attention: Chief Administrative Officer.
 - c) Upon receipt of a complaint, the Chief Administrative Officer shall, as applicable, either:
 - a) forward the complaint to the Contracted Service Provider for investigation and disposition in accordance with the Contracted Service Provider's disciplinary procedures, or
 - b) ensure the complaint is processed in accordance with the procedures established in this Part.
 - d) Subject to Clause 3(a), the CAO shall acknowledge receipt of a complaint, in writing, to the complainant and to the Bylaw Enforcement Officer against whom the complaint is made.

INVESTIGATIONS

15.
 - a) Unless the complaint is being dealt with by the Contracted Service Provider in accordance with Section 14, the Manager shall proceed to investigate the complaint.
 - b) In conducting an investigation the Manager may:
 - a) speak to anyone relevant to the complaint,
 - b) enter any Summer Village facility or worksite relevant to the complaint,
 - c) access any records relevant to the complaint, except a record that contains information that is subject to solicitor-client privilege unless privilege has been waived.
 - c) The Bylaw Enforcement Officer against whom a complaint has been made shall be given the opportunity to make a full response to the complaint allegations and provide supporting evidence in writing to the Manager.
 - d) After receipt of a complaint, the Manager may refuse to investigate or discontinue the investigation if, in the Managers' opinion,
 - a) the complaint is frivolous, vexatious or made in bad faith; or
 - b) having regard to all of the circumstances, no investigation is necessary.
 - e) Upon the conclusion of the Managers investigation the Manager shall issue a written decision summarizing the allegations, the findings and the Managers' conclusion as to whether the complaint is substantiated. A copy of the Managers' written decision will be provided to the complainant and to the Bylaw Enforcement Officer against whom the complaint was made.

APPEALS

16. An appeal from the decision of the Manager may be commenced by the Bylaw Enforcement Officer or the complainant by filing a written notice of the appeal with the Chief Administrative Officer within fourteen (14) days of receipt of the written decision issued by the Manager.
17. Upon receipt of an appeal the Chief Administrative Officer shall:
 - a) obtain from the Manager, a copy of the complaint, the response of the Bylaw Enforcement Officer to the allegations, and all other documents received or prepared in the course of the Managers' investigation, along with the written decision of the Manager;
 - b) provide the appellant with an opportunity to submit their reasons for the appeal, including the basis for concluding that the Manager erred in their written decision;
 - c) provide a copy of the written reasons for the appeal prepared by the appellant to the respondent; and
 - d) give the respondent an opportunity to submit a written submission in response to the appellants' submissions, a copy of which will be provided by the CAO to the appellant.
18. The CAO shall conduct a review of all of the materials filed, and thereafter, shall:
 - a) confirm, vary, or set aside the decision of the Manager; and
 - b) inform the appellant, the respondent, and the Manager of the CAOs' decision, in writing, with reasons.
19. The decision of the CAO on an appeal arising from a decision of the Manager shall be final and conclusive with no further right of appeal to Council.

DISCIPLINARY ACTION

20. If it has been determined that a Misuse of Power has been committed by a Bylaw Enforcement Officer, appropriate disciplinary action may be taken including:
- a) Issuing a written reprimand to the Bylaw Enforcement Officer;
 - b) suspending the Bylaw Enforcement Officer for a specified period of time; or
 - c) terminating the appointment of the Bylaw Enforcement Officer.

REPEAL

21. The Community Peace Officer Designated Officer Bylaw, being Bylaw #07-2022, as amended, is repealed.

EFFECTIVE DATE

22. This bylaw shall come into force and have effect on the date of the third and final reading.

Read a first time on this _____ day of _____, 2024.

Read a second time on this _____ day of _____, 2024.

Unanimous Consent to proceed to third reading on this _____ day of _____, 2024.

Read a third and final time on this _____ day of _____ 2024.

Mayor, Chad Newton

Chief Administrative Officer, Phyllis Forsyth

**THIS IS A BYLAW OF THE SUMMER VILLAGE OF ISLAND LAKE, IN THE
PROVINCE OF ALBERTA, TO BE KNOWN AS THE
SUMMER VILLAGE OF ISLAND LAKE FEES & CHARGES BYLAW.**

WHEREAS, in accordance with the *Municipal Government Act*, a municipality has the authority to establish fees and charges for the provision of goods and services;

AND WHEREAS the Summer Village of Island Lake wishes to establish, in a bylaw, certain fees and charges.

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

1. This Bylaw may be cited as the "FEES & CHARGES BYLAW".
2. The rates and fees for the Summer Village of Island Lake are as set out in Schedule "A" attached to and forming part of this bylaw.
3. The Council of the Summer Village of Island Lake may, by resolution, waive or excuse a person or persons from paying all or part of a fee or charge that is set out in Schedule "A" where Council assesses, in their discretion, that the circumstances warrant such waiver or excusal. For certainty, this power is in addition to the authority granted to the Chief Administrative Officer, as the head of the public body under the *Freedom of Information and Protection of Privacy Act*, RSA 2000, c F-25 (the "Act"), to excuse a person from paying all or part of a fee under that Act.
4. If any provision of this bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this bylaw shall remain valid and enforceable.
5. Bylaw No. 04-2020 is repealed upon this bylaw passing and coming into full force and effect.
6. This bylaw shall come into force and have effect on the date of the third and final reading.

Read a first time on this _____ day of _____, 2024.

Read a second time on this _____ day of _____, 2024

Unanimous Consent to proceed to third reading on this _____ day of _____, 2024.

Read a third and final time on this _____ day of _____,
2023.

Mayor, Chad Newton

Chief Administrative Officer, Phyllis Forsyth

Municipal Government Act RSA 2000 Chapter M-26
Part 1, Section 8 Establishing Fees

Summer Village of Island Lake		
Schedule “A” – The Fees Schedule		
SERVICES OTHER THAN UNDER THE <i>FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT</i> RSA 2000, c F-25 (“FOIP ACT”):		
REQUEST FOR COPIES OF VILLAGE DOCUMENTS PER REQUEST	\$10.00	
COST OF COPIES PER COPY	\$0.25	
SPECIAL SERVICES RATE PER HOUR	\$75.00	
(Special services rate applies to all inquiries for information that takes in excess of fifteen minutes to acquire. Estimates will be given under the \$10.00 fee.)		
TAX CERTIFICATES	\$25.00	
COMPLIANCE CERTIFICATES		
-Standard	\$75.00	
-Rush	\$150.00	
RETURNED PAYMENT / NSF FEE	\$50.00	
ASSESSMENT APPEAL FEE (Refundable if applicant is successful.) As per Alberta Regulation 201/2017 and Amendments thereto.		
SUBDIVISION OR DEVELOPMENT APPEAL FEE	\$500.00	
SUBDIVISION OR DEVELOPMENT APPEAL FEE (Adjoining neighbor.)	\$500.00	
LOT CONSOLIDATION FEE	\$750.00	
LAND USE BYLAW AMENDMENT FEE	\$1,000.00	
<u>DEVELOPMENT PERMITS:</u>		“As built” or after project begins
SINGLE FAMILY DWELLING	\$300.00	\$600.00
GUEST HOUSE	\$300.00	\$600.00
ACCESSORY BUILDING – GAZEBO OR SHED	\$150.00	\$300.00
ACCESSORY BUILDING – DETACHED GARAGE	\$300.00	\$600.00
GROUND LEVEL DECKS OR STRUCTURES	\$150.00	\$300.00
ADDITIONS TO DETACHED DWELLINGS	\$300.00	\$600.00
RECREATIONAL VEHICLE AND PARKING PAD	\$150.00	\$300.00
SEPTIC SYSTEM AND HOLDING TANKS	\$150.00	\$300.00
BOAT HOUSE	\$150.00	\$300.00
HOME OCCUPATION	\$150.00	\$300.00

Municipal Government Act RSA 2000 Chapter M-26
Part 1, Section 8 Establishing Fees

VARIANCE (IN ADDITION TO THE FEE FOR THE STUCTURE)	\$150.00	
Summer Village of Island Lake		
Schedule "A" – The Fees Schedule		
SIGNS	\$100.00	
DEMOLITION PERMITS	\$100.00	\$200.00
COMMERCIAL	\$300.00	\$600.00
MAXIMUM DEVELOPMENT PERMIT FEE FOR MULTIPLE BUILDINGS OR STRUCTURES SUBMITTED ON ONE APPLICATION	\$500.00	\$1000.00
<u>SAFETY CODE PERMITS</u>		
BUILDING PERMITS	AS PER SAFETY CODES PROVIDER	
ELECTRICAL PERMITS		
PLUMBING PERMITS		
GAS & HEATING PERMITS		
REMOVAL OF STOP WORK ORDER	\$500.00	
DOCKS ON MUNICIPAL PROPERTY:		
(Policy #2015-01 Management of Municipal Property-Waterfront)		
Registration and Annual application	0.00	
Failing to remove by Sept 30 th , Failing to register		
-first offence*	\$125.00	
-second offence*	\$250.00	
-third offence*	\$500.00	
*plus the cost of removal of the structure		

Municipal Government Act RSA 2000 Chapter M-26
Part 1, Section 8 Establishing Fees

Summer Village of Island Lake		
Schedule "A" – The Fees Schedule		
SERVICES RELATED TO REQUESTS UNDER THE <i>FOIP ACT</i> OTHER THAN THE INITIAL APPLICATION FEE WHERE THE FEES ESTIMATED BY THE SUMMER VILLAGE EXCEED \$150.00 AND SUCH FEES ARE PERMITTED BY THE FOIP ACT AND REGULATIONS*		
For searching for, locating and retrieving a record	\$6.75 per ¼ hour	
For producing a record from an electronic record – computer processing and related charges	Actual cost	
For producing a record from an electronic record – computer programming	Actual cost up to \$20.00 per ¼ hour	
For producing a copy of a paper record – photocopies and computer printouts – black and white up to 8 ½" x 14"	\$0.25 per page	
For producing a copy of a paper record – photocopies and computer printouts – other formats	\$0.50 per page	
For producing a copy of a paper record - from microfiche or microfilm	\$0.50 per page	
For producing a copy of a paper record - plans and blueprints	Actual cost	
For producing a copy of a record by duplication from microfiche or microfilm	Actual cost	
For producing a copy of a record by duplication from computer disks	\$5.00 per disk	
For producing a copy of a record by duplication from computer tapes	Actual cost	
For producing a copy of a record by duplication from slides	\$2.00 per slide	
For producing a copy of a record by duplication from audio and video tapes	Actual cost	
For producing a photographic copy (colour or black and white) printed on photographic paper from a negative, slide or digital image – 4" x 6"	\$3.00	
For producing a photographic copy (colour or black and white) printed on photographic paper from a negative, slide or digital image – 5" x 7"	\$6.00	
For producing a photographic copy (colour or black and white) printed on photographic paper from a negative, slide or digital image – 8" x 10"	\$10.00	
For producing a photographic copy (colour or black and white) printed on photographic paper from a negative, slide or digital image – 11" x 14"	\$20.00	
For producing a photographic copy (colour or black and white) printed on photographic paper from a negative, slide or digital image – 16" x 20"	\$30.00	
For producing a copy of a record by any process or in any medium or format not listed above	Actual cost	
For preparing and handling a record for disclosure	\$6.75 per ¼ hour	
For supervising the examination of a record	\$6.75 per ¼ hour	
For shipping a record or a copy of a record	Actual cost	

Municipal Government Act RSA 2000 Chapter M-26
Part 1, Section 8 Establishing Fees

* The CAO, as head of the public body, has the authority to excuse an applicant from paying all or part of a fee for such services in accordance with the FOIP Act.

Summer Village of Island Lake		
Schedule "A" – The Fees Schedule		
SUBDIVISION		
Base Application Fee	750.00	
Per Lot Fee ¹	250.00	
Per Lot Endorsement Fee ²	200.00	
Recirculation	250.00	
Extension	350.00	
Title Search	15.00	

1. Reserve lots, roads, and public utility lots are exempt from the per lot application fee.
2. Reserve lots, roads, and public utility lots are exempt from the per lot endorsement fee.
3. Endorsement fees are not charged for Separation of Titles (s.652(4) of the Municipal Government Act R.S.A.2000, c. M-26, as amended.
4. There are other costs that are usually associated with the Subdivision Process
 - a. Surveying Costs
 - b. Municipal Reserves
 - c. Municipal Services
 - d. Land Titles Office
 - e. Statutory Plan or Land Use Bylaw Amendments
 - f. Professional Studies or Reports

**THE SUMMER VILLAGE OF ISLAND LAKE
IN THE PROVINCE OF ALBERTA**

BYLAW NO. 04-2023

BEING a bylaw of the Summer Village of Island Lake, in the Province of Alberta to control the use of the Municipality owned reserves and parks within the Summer Village.

WHEREAS the Municipal Government Act being Chapter M-26 of the Revised Statutes of Alberta, 2000, Part 2, section 7 and 8 and amendments thereto, authorizes the Council of a municipality to pass bylaws pertaining to the protection of people, property and transportation systems, and

WHEREAS within the corporate limits of the Summer Village of Island Lake there are reserves and public parks under the ownership, control and management of the Summer Village of Island Lake, and

WHEREAS the Council of the Summer Village of Island Lake considers it desirable and expedient to do so.

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

Section 1 – TITLE

This Bylaw shall be known as “The Reserves and Parks Bylaw”.

Section 2 – PURPOSE

The Summer Village of Island Lake wishes to preserve the integrity of its’ Municipal Reserves and Parks.

The purpose of this bylaw is as follows:

- a) To set forth the objectives of the Municipal Reserves and Parks.
- b) To set forth restrictions on Village Municipal Reserves and Parks.
- c) To outline actions which may be taken in cases of contravention of the Municipal Reserves and Parks bylaw.

Section 3 – DEFINITIONS

In this Bylaw, words have the meanings set out in the Act, except that:

- a) “All-Terrain Vehicle” includes a motorized recreational vehicle commonly known as a quad or side-by-side and is included in the term “off highway vehicle.
- b) “Council” means the Council of the Summer Village of Island Lake
- c) “Peace Officer” means a member of the Royal Canadian Mounted Police, a Special Constable, or a Bylaw Enforcement Officer.
- d) “Person” means any person, individual, owner, public body, society, firm or partnership.
- e) “Reserve” means any area designated as a public reserve, community reserve, environmental reserve, or park (including ball diamonds), title to which is vested in the Summer Village of Island Lake.
- f) “Structure” means buildings, sheds, fences, tree houses, swings and similar installations.
- g) “Trailer” means a vehicle so designed that it may be attached to or drawn by a motor vehicle and intended to transport property or persons and includes any trailer that is designed, constructed and equipped as a dwelling, sleeping or living place.
- h) “Summer Village” means the Summer Village of Island Lake.
- i) “Vehicle” means a motor vehicle as defined in the Alberta Traffic Safety Act.

Section 4 – RESERVES AND PARKS – USES AND RESTRICTIONS

On Village Reserves and Parks, no person or persons shall:

- a) Light a fire;
- b) Cut or remove vegetation or damage natural features without authorization in writing from Council.
- c) Camp
- d) Cause or permit any use in or on any reserve, park, road or pathway that is deemed

- to be obnoxious, a nuisance or prejudicial to the Summer Village or its residents.
- e) Deposit waste, garbage or refuse of any nature or kind in or on any reserve, park, road or pathway.
- f) Cause or permit any games that may be dangerous to the health and safety of others in or on any reserve, park, road or pathway.
- g) Permanently or temporarily place/store any vehicle, off highway vehicle, trailer, structure or excavation materials on any reserve, park, road or pathway.
- h) Interfere with the natural flow of water or with wildlife in any reserve or park.
- i) Behave in a noisy and abusive manner or be in the possession of alcohol in or on any reserve, park, road or pathway.
- j) Store any private property of any kind on Reserve or Park lands without written permission of SVIL Council.
- k) Subsection j above does not apply to access and egress granted through a boat lift and/or dock annual permit issued by the SVIL Council or Administration.

Section 5 – SEVERABILITY

Should any section or part of this Bylaw be found to have been improperly enacted, then such section or part shall be regarded as being severable from the rest of this Bylaw and the Bylaw remaining after such severance shall be effective and enforceable as if the section found to be improperly enacted had not been enacted as part of this Bylaw.

Section 6 – PENALTY PROVISIONS

A Peace Officer authorized to enforce this Bylaw under Section 7 of the Municipal government Act, R.S.A. 2000, Chapter M-26, and who has reasonable and probable grounds to believe that a person has contravened any section of this Bylaw, may under the authority of this Bylaw issue a violation ticket.

Any person who contravenes the provisions of this Bylaw shall be guilty of an offense and liable on summary conviction to the penalty as set out in Schedule “A”.

Penalties set out in Schedule “A” may be amended from time to time by a resolution of Council.

READ A FIRST TIME THIS ____ DAY OF _____, 2024 .

READ A SECOND TIME THIS ____ DAY OF _____, 2024 .

BY UNANIMOUS CONSENT OF ALL COUNCIL MEMBERS PRESENT, READ A THIRD AND FINAL TIME AND FINALLY PASSED THIS ____ DAY OF _____, 2024.

SUMMER VILLAGE OF ISLAND LAKE

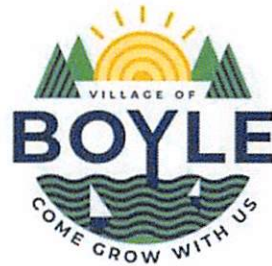
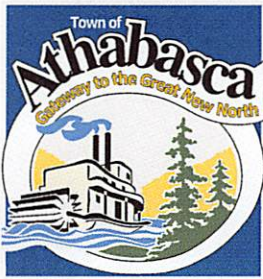
Mayor, Chad Newton

Administrator, Phyllis Forsyth

Schedule “A” to Bylaw 04-2023
Summer Village of Island Lake

A Bylaw to control the use of the Municipally Owned Reserves and Parks
within the Summer Village of Island Lake

Offense	Penalties	
	Section	Fine
Camping, causing or having fires, cutting of brush or trees, damaging natural growth, use in or on any reserve, park, road or pathway that is deemed obnoxious, depositing waste of any nature or kind on any reserve, park, road or pathway.	4 a-e)	\$100.00
Games dangerous to the health and safety of others in or on any reserve, park, road or pathway.	4 f)	\$150.00
Placing of structures or excavations on any reserve, park, road or pathway.	4 g)	\$100.00
Interference with the natural flow of water or with wildlife in any reserve or park.	4 h)	\$ 75.00
Behaving in a noisy and abusive manner or being in possession of alcohol in or on any reserve, park, road or pathway.	4 i)	\$100.00



February 13, 2024

Summer Village of Island Lake
Box 568
Bruderheim, AB T0B 0S0
info@islandlake.ca

Sent Via Email

RE: Regional Health Care Attraction & Retention Committee Donation

The Regional Health Care Attraction & Retention Committee was established in November 2021 with the purpose of developing and supporting a sustainable system for health care provider attraction and retention that will ensure ongoing health care services to the community. The Committee is comprised of representatives from the local physicians, the community, Alberta Health Services, Athabasca County, Town of Athabasca, Village of Boyle, M.D. of Opportunity and Buffalo Lake Metis Settlement. It also includes a Physician Resource Planner and RhPAP Rural Community Consultant as advisory members.

The Committee has worked to welcome new health care professionals to the community and hosts an annual appreciation BBQ. Recent highlights include supporting staff implementing Connect Care, Alberta Health Services' new information system, and a successful recommendation to the Town of Athabasca and Athabasca County to purchase and operate a transitional housing unit for health care professionals.

At the Regional Health Care Attraction & Retention Committee meeting held January 29th, 2024, the following motion was carried:

"Motion by Councillor Wallach to contact the Summer Villages to see if they would like to donate \$500.00 to the Regional Health Care Attraction & Retention Committee."

On behalf of the Regional Health Care Attraction & Retention Committee, I would like to thank you for your consideration of a potential contribution. If you have any questions or concerns, please feel free to contact me at 780-675-2063 or rachel@athabasca.ca.

Sincerely,

Rachel Ramey
Chief Administrative Officer
Town of Athabasca

/cg

CFEP Small Funding Stream - Section E - Budget

Project Funding Details - Please identify all sources of funding for the project			
			Total Amount
CFEP Small Funding Grant Request - please fill in the funding request for this application (Maximum request \$125,000)			\$ 29,908.00
Additional Revenues to complete the project:	Confirmed Amount	Pending Amount	
Organization's Cash Contribution to the project	\$ 10,000		\$ 10,000
Municipal Funding		\$ 20,908	\$ 20,908
Provincial Funding (other Government of Alberta sources)			\$ -
Federal Funding			\$ -
Other Funding Sources			\$ -
Donated-In-Kind (including all labour, equipment, material)*			\$ -
Total Project Funding (This amount must equal the Total Project Cost)			\$ 60,816

NOTE: To add additional information, attach a separate sheet in the same format.

Anticipated Project Expenses - Detailed list of all the expenses for the project - cash costs only		
<i>Detailed item description</i>	Quote Source	Total Cost
Fence Materials	Phoenix Fence	\$ 3,500.00
Fence labour	Phoenix Fence	\$ 9,000.00
New Bleachers	Global Industries	\$ 21,874.00
Shale	Dave James Trucking	\$ 7,500.00
Outfield Leveling	Dave James Trucking	\$ 1,500.00
New Dugout Benches	Global Industries	\$ 4,000.00
Concrete		\$ 5,000.00
Sod	Superior Sod and Garden	\$ 5,000.00
Contingency@ 6% of total project		\$ 3,442.44
		\$ -

Donated Labour*				
<i>Description of anticipated labour</i>	No. of Volunteers	Total Hours Worked	Rate/Hr	Total Value of Work
Shale Spreading	6	24	\$ 20.00	\$ 480
Bleacher installation	6	24	\$ 20.00	\$ 480
Sod-Initial sod laying	6	24	\$ 20.00	\$ 480
Sod watering	2	20	\$ 20.00	\$ 400
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Total B				\$ 1,840

Donated Equipment*			
<i>Description of work being completed including type of equipment</i>	Total Equipment Hours (includes operator)	Rate/Hr	Total Value of Work
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Total C			\$ -

Donated Material/Services		
<i>Description of material/services</i>	Donated by (please attach a donation letter on company letter head)	Total Value of Equipment/ Materials
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
Total D		\$ -
Total Project Cost (= Total A + Total B + Total C + Total D)		\$ 62,656

* Rates are: \$20/hr for unskilled labour, \$35/hr for skilled labour and \$70/hr for equipment including operating



January 3, 2024

Honourable Ric McIver,
Minister, Municipal Affairs

RE: LGFF Capital Funding Allocation Formula

The Association of Summer Villages of Alberta (“ASVA”), representing all 51 Summer Village municipalities in Alberta, would like to thank the Government of Alberta for their work on the LGFF allocation factors. This was important work to ensure the continued viability and sustainability of municipalities in Alberta.

While the ASVA agrees with the majority of the LGFF Capital allocation factors and recognize how they can support the growth pressures a municipality faces and their infrastructure needs, the ASVA is deeply disappointed with the amount of Base funding for Summer Villages. In the recent LGFF allocation factors announcement, all municipalities were given \$150,000 Base funding except Summer Villages that were given \$60,000 Base funding. While all other municipalities received a 36 percent increase in Base funding, the Summer Villages saw a 5 percent decrease in their Base funding. Base funding provides 80% of the total LGFF funding for Summer Villages and is the reason why the ASVA is so disappointed.

The LGFF Capital Funding Allocation Formula Fact Sheet stated that, ***“The base amount was set at a lower level for summer villages because they generally tend to provide fewer year-round services and have less infrastructure than similarly-sized villages.”*** This sentence fails to recognize how Summer Villages have changed. Over the last five years the ASVA has met with various Ministers, MLAs, and Municipal Affairs staff to share how Summer Villages have changed and how that change is driving new demands and needs for infrastructure that is similar to all urban municipalities. Some of that infrastructure is also required to support lake health and address environmental concerns for Alberta’s recreational lakes. It is disappointing that the information shared did not influence the outcome of the new LGFF allocation factors.

Summer Villages are no longer just seasonal communities. They are now vibrant year-round communities that have grown as fast and faster than many of the larger municipalities in Alberta. Fifty percent have grown faster than the average mid-sized city and twenty five percent have grown faster than the top three fastest growing cities in Alberta. That growth has resulted in demands for more year-round urban like infrastructure such as roads and bridges, water and wastewater systems, recreational facilities, stormwater drainage systems, municipal buildings and Broadband. Without sufficient Base funding, Summer Villages will not meet the demands or needs of their residents.



It is also disappointing that the ASVA did not receive recognition for providing options and information on how the LGFF allocation factors could be structured to the benefit of all municipalities. The ASVA presented an option that would have provided additional support to the largest and fastest growing Summer Villages, which are similar in size to regular Villages. Today, 33 percent of the Summer Villages are larger than the average regular Village and 85 percent are larger than the smallest regular Village. The largest Summer Village is larger than 90 percent of regular Villages. Having a Base fund for Summer Villages that is so significantly less than regular Villages is unfair and may impact the viability of Summer Villages.

The LGFF Capital Funding Allocation Formula Fact Sheet stated that, ***“The LGFF allocation formula for other [non-charter] local governments is a fair and equitable distribution of funding, in recognition of the varying needs of different local governments. The formula is aimed at supporting all types of local governments, ranging from small summer villages to large cities, urban communities with rapidly growing populations...”***

Under the MSI / BMTG program, Base funding for Summer Villages was \$63,000 and 57 percent of what all other municipalities received. Under the new LGFF program, Summer Villages receive \$60,000 and only 40 percent of what all other municipalities receive. In addition to this reduction and from an overall perspective, the largest and fastest growing Summer Villages are seeing reductions to their overall LGFF capital allocation as compared to the last six years under the MSI/BMTG program. On average this group of Summer Villages is experiencing a 10 percent reduction in total funding with some experiencing as much as a 28 percent reduction in total funding.

When comparing smaller Villages to larger Summer Villages, the ASVA found that the two groups are similar in the factors that drive LGFF allocations. Each group has similar amounts of TCA, TCA Amortization expense, and length of Roads. What is different is that the larger Summer Villages tend to have double the population of smaller regular Villages. More importantly what is different is that these Summer Villages receive \$90,000 less in Base funding even though they are growing faster, they have more people to provide services to, and they have similar amounts of assets to manage and maintain.

Given all of the above points, it is hard to understand how Base funding as it is structured under LGFF can be seen as fair and equitable for Summer Villages.

Moving forward there are three items that the Government of Alberta could consider; changing the title of Summer Villages, inclusion of Temporary Residents in the Population count for LGFF allocations, and amendments to the Education property Tax that allow Summer Villages to retain more funding for local projects.



The title Summer Village no longer reflects the nature of these municipalities. As stated before, Summer Villages have changed and are now year-round communities with year-round infrastructure needs. While Summer Villages are fiercely proud of their history, independence and title, perhaps a title change would act as a catalyst to shift other people's perceptions of Summer Villages.

In 2024, the new Municipal Census Regulation will allow municipalities to conduct their own census. The regulation identifies a Temporary Resident as one that spends the night on Census Day in that dwelling which is not their main residence, and who has a main residence elsewhere in Canada. The Government of Alberta should consider including the Temporary Resident count in the total population count used for LGFF allocations. The inclusion of this count would better represent the actual number of people that a Summer Village must provide infrastructure for and services to.

The final option for consideration is the work that Municipal Affairs has been asked to do in reviewing the feasibility of amending the Education Property Tax to assist municipalities with retaining more funding for local priorities. The ASVA recognizes that this is a shared responsibility between other Ministries. During this review, if there is still a strong belief that Summer Villages provide fewer year round services then this belief should be applied to the recovery of the Education Property Tax. An alternative would be to collect the Education Property Tax on a per capita basis. Since population count features prominently in the LGFF allocation factors it may make sense that it carries over to the Education Property Tax recovery. The ASVA looks forward to providing additional comments as this review proceeds.

Thank you in advance for considering our comments.

Regards,

Mike Pashak
President,
Association of Summer Villages of Alberta (ASVA)
(403) 620-1543
mike.pashak@shaw.ca

CC:

Honourable Danielle Smith, Premier - premier@gov.ab.ca

Honourable Devin Dreesen, Minister of Transportation and Economic Corridors -
Innisfail.Sylvanlake@assembly.ab.ca

Honourable Nate Horner, Minister of Finance - Drumheller.Stettler@assembly.ab.ca



Honourable Jason Nixon, Minister of Seniors, Community and Social Services -
Rimbey.Rockymountainhouse.Sundre@assembly.ab.ca

Honourable Rick Wilson, Minister of Indigenous Relations - Maskwacis.Wetaskiwin@assembly.ab.ca

Shane Getson, MLA & Government Whip - Lacsteanne.Parkland@assembly.ab.ca

Scott Cyr, MLA - Bonnyville.Coldlake.StPaul@assembly.ab.ca

Glenn van Dijken, MLA - Athabasca.Barrhead.Westlock@assembly.ab.ca

Sarah Elmeligi, MLA - Banff.Kananaskis@assembly.ab.ca

Jennifer Johnson, MLA - Lacombe.Ponoka@assembly.ca

Alex Puddifant, Chief of Staff, Municipal Affairs – alexander.puddifant@gov.ab.ca

Brandy Cox, Deputy Minister, Municipal Affairs – brandy.cox@gov.ab.ca

Ethan Bayne, ADM, Municipal Assessment and Grants - ethan.bayne@gov.ab.ca

Tyler Gandam, President, ABmunis – tyler.gandam@wetaskiwin.ca

Paul McLaughlin, President, RMA – pmclauchlin@RMAAlberta.com

Kathy Krawchuk, Executive Director, ASVA – execdirector@asva.ca

AMDSP Update Winter 2024

AMOS Hours of Operation

The current submission system that we call AMOS will have limited hours of operation starting in January 2024.



The replacement of the existing system with the new one is scheduled to start operations in July this year, we have opted not to renew our annual subscription of the online submission system that runs on FME Cloud. Instead, we will reduce our hours of operation to 8:00 am – 5:00 pm Monday – Friday. With most of our members make their submissions within this time frame, a considerable amount will be saved and put toward the development of the new system. Once operational the new system will be available 24 / 7.

AMOS V3 On its Way

The new submission system is under development! We expect to have it running in July this year, at which time we can work with our more adventurous members to get their data into the new system. The system will include some of these new features listed, plus an automated process to convert your data to the new V3 format.

- Addition of a street name dictionary to validate your street names.
- Additional tests for both attribute and geometric consistency.
- Creation of NENA output which will conform to the current NG9-1-1 requirements.
- An online ticketing system which data users can access to report any errors

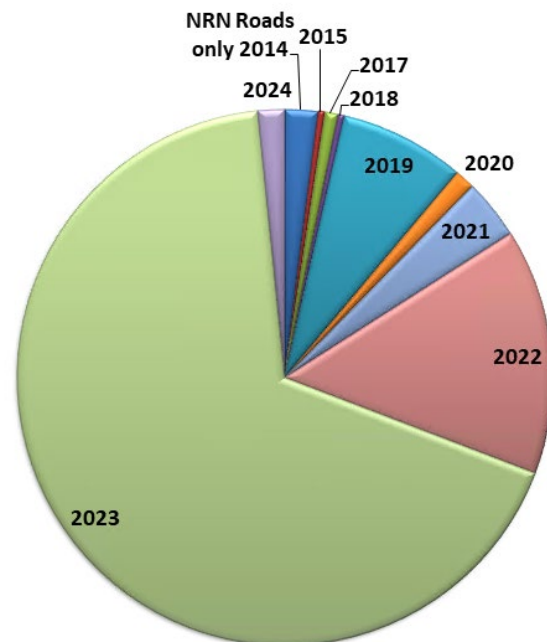
or updates to our members. The ticketing system will also allow our members to update key data users of changes or edits that the users should be made aware of.

- A clean new user interface that includes a dashboard for each member dataset.
- A notification system that will keep our members posted on news events, data usage and the status of their data in the system.

Additional changes and features will be detailed in a new system document. For information on the new data specifications have a look at the Specifications tab on the amdsp.ca website.

Member Submissions

2023 was a record year for us in terms of the currency of the information our members provided.



Almost 70% of our membership updated their data in our system one or more times. Keep up the good work Members!

AMDSP Update Winter 2024

Data Downloads

The download and use of our members data continues to increase. There were at least 750 downloads of the data last year. AHS and other data users consider the AMDSP data to be the source of truth for addressing and road names. Additional download statistics will be tracked and made available to our membership in the new system.

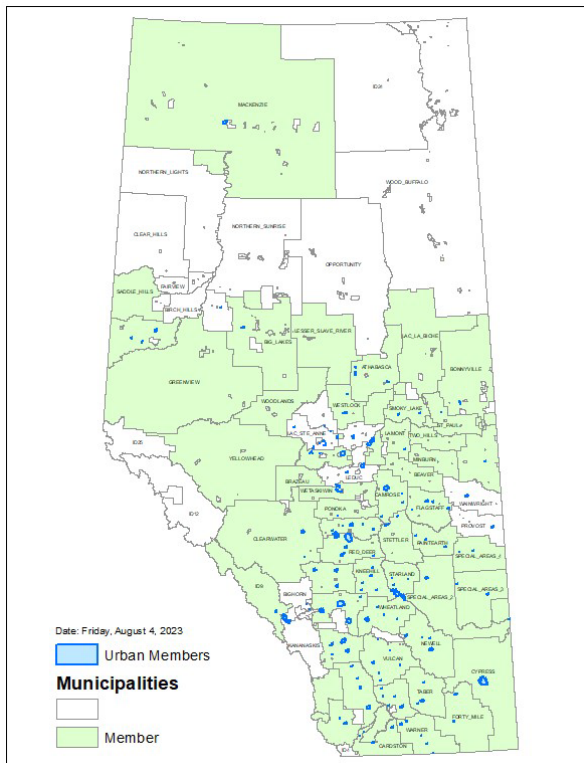
Help for Members

Many of our members in small municipalities have received help in submitting and updating their data. Our support staff (Don) has been working hard to help our members with a small population to get their data into our system and updated. If you need help in submitting your data feel free to contact our support desk:

support@amdsp.ca

Phone: (403) 778-0979

New Members



Our membership continues to grow! We have more than 250 member municipalities and First Nations and more continue to join.

A complete list of our membership is available on our website under the Membership tab. If you see any municipality in your area that is not included let them know about our great organization.

NG9-1-1 and your PSAP

We have started to receive information requests from AHS and some of the PSAPs throughout the province. Many are preparing their systems for the upcoming NG9-1-1 and many are also converting from one system vendor to another. AMDSP will be working with the PSAPs in the province to make sure that their data requirements are understood and that we have a cohesive plan for all involved. If your PSAP has questions about NG9-1-1 have them contact our support team.

NG9-1-1 FAQ page

Some of the common questions that have been posed about NG9-1-1 are documented on our website. Click on the NG9-1-1 tab and scroll down to see the FAQ articles.

Feel free to contribute any questions or information you feel our members would find helpful to our support team.