

SUMMER VILLAGE OF ISLAND LAKE

AGENDA

Tuesday, March 15th, 2022 at 4:30 p.m.

Via Zoom

As per Bylaw 02-2016 there will be no audio/video recordings of Meetings

1.	<u>Call to Order</u>		
2.	<u>Agenda</u>	a)	March 15 th , 2022 Regular Council Meeting (that Council approve as is or with additions/deletions as amended)
3.	<u>Minutes:</u> pages 1-4	a)	February 15 th , 2022 Council Meeting Minutes (that Council approve as is or with additions/deletions/changes)
4.	<u>Appointments or Delegation</u>	a)	4:45 p.m. Jane Dauphinee, Municipal Planning Services, discussion regarding potential changes to Municipal Development Plan and/or Land Use Bylaw (direction as given by Council)
		b)	5:15 p.m. Seniuk & Company, 2021 Draft Audited Financial Statements Presentation (that Council approve the 2021 Audited Financial Statements as presented or amended)
		c)	6:00 p.m. Sue Anne Cole, 231 Lakeshore Ave., encroachment issue. This is on the agenda as action item, 7.c) (accept for information)
5.	<u>Public Hearings</u>	a)	N/A
6.	<u>Bylaws:</u> Bylaw 01-2022 Control of Vehicle, Animal & Pedestrian Traffic Bylaw pages 5-21	a)	Control of Vehicle, Animal & Pedestrian Traffic Bylaw – as previously discussed at the last meeting, attached is a copy of Bylaw 01-2022 with all amendments for Council consideration. First reading was February 15 th , 2022. Administration had received two comments from the public as attached and are requesting consideration for 2 nd and 3 rd reading. (give consideration to 2 nd and 3 rd readings of Bylaw 01-2022 as presented or amended, or defer for further information/clarification, or some other direction given by Council at meeting time.)

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	<i>Bylaw 03-2022 Cancellation/ Consolidation of a Portion of Plan 3857KS pages 22-24</i>	b)	<p>Bylaw #03-2022 – a Bylaw to cancel Lot 20 & 21, Block 16, Plan 3857KS and consolidate Plan 3857KS, Block 16, Lot 20 and Plan 3857KS, Block 16, Lot 21 within the Summer Village of Island Lake. The Development Officers Report is also attached.</p> <p><i>(give 1st reading, 2nd reading, unanimous consent to consider 3rd reading, 3rd and final reading as is or as amended; or defer for further considerations or some other direction as given by Council).</i></p>
	<i>Bylaw 04-2020 Fees & Charges Bylaw pages 25-28</i>	c)	<p>Bylaw 04-2020, Fees and Charges Bylaw is attached once again for your review. The comparative listing was forwarded to determine where our Development Fees are in relation to the municipalities in the area.</p> <p><i>(accept for information)</i></p> <p><i>(Council direction at meeting time)</i></p>
7.	<u>Business</u> <i>pages 29-39</i>	a)	<p>Capital Region Assessment Services Commission (CRASC)– the Summer Village of Island Lake received a renewal for the Agreement that was in place with CRASC for Assessment Review Board services in November, 2021. Attached is the new renewal agreement for the period of January 1st, 2022 to December 31st, 2024. The significant changes in the new agreement are indicated in Paragraph 4.e, Responsibility for Providing Hearing Facilities (<i>this is a new clause in the Agreement</i>), and Paragraph 5, changes in fees Schedule “A”, Paragraph 2. In this new Agreement, the Hearing fees for both LARB and CARB have increased from \$400 to \$800; Panelist Fees have increased from \$175 to \$200 for 4 hours or less; \$300 per panelist for each hearing day more than 4 hours but less than 8 hours, no change, however over 8 hours new rate is \$450; Assessment Clerk increase from \$650 to \$800 per day and Presiding Officer Fees of \$225 for less than four hours, \$400 per day for 4 – 8 hours and \$600 per day for hearing days exceeding 8 hours. As per the MGA, this service must be in place. We had put this on hold to investigate alternatives for the service that may be closer to our area, however nothing has materialized.</p> <p><i>(that Council approve entering into a participant Agreement with Capital Regional Assessment Services Commission and authorize execution of the Agreement for the provision of Assessment Review Board Services for 2022 – 2024.</i></p>
	<i>page 40</i>	b)	<p>Capital Region Assessment Services Commission (CRASC) – Further to our agreement with Capital Region Assessment Services Commission to provide Assessment Review Board (ARB) services, Council must appoint noted Certified Panelists, Chairman & Certified Clerk as stated in their attached email dated January 26th, 2022.</p>

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			<p><i>(that per our agreement with Capital Region Assessment Services Commission for provision of Assessment Review Board services the following be appointed. Assessment Review Board Chairman Raymond Ralph, Certified Assessment Review Board Clerk Geryl Amorin, Certified Panelists: Darlene Chartrand, Tina Groszko, Stewart Henning, Richard Knowles, Raymond Ralph)</i></p> <p><i>(some other direction as given by Council at meeting time)</i></p>
pages 41-48	c)		<p>Request for Decision - Plan 763TR, Block 1, Lot 33R and Plan 763TR, Block 1, Lot 14R, both adjacent to Plan 763TR, Block 1, Lot 13, 231 Lakeshore Drive. On October 13th, 2021, the Summer Village of Island Lake became aware that unauthorized works was undertaken to the above noted lands. All vegetation down to mineral soil was removed and gravel with unknown origin or content was brought in to cover the area. The municipality was not provided with any plans, nor biophysical data in support of a request to undertake the works. The reserve lands have been dramatically altered. At the December 2021 Council meeting, the following motion was made, as motion #21-251:</p> <p>MOVED by Deputy Mayor Fisher that Administration forward a letter to the landowners of Plan 763TR, Block 1, Lot 13, 231 Lakeshore Drive outlining their encroachment into Reserve Areas Plan 763TR, Block 1, Lot 33R and Plan 763TR, Block 1, Lot 14R as well as the bed and shore of Island Lake, and request a remediation plan with time lines to return the areas to its' natural state.</p> <p style="text-align: right;">CARRIED</p> <p>Subsequent to reviewing and amending the letter as advised by legal counsel, the letter was forwarded via mail and email on February 7th, 2022. The letter indicated a 30-day period by which a reply was required. Ms. Cole will be attending the meeting to discuss this issue.</p> <p><i>(Council direction at meeting time)</i></p>
	d)		<p>Development Officer Memorandum of Agreement – further to previous discussions, the noted Memorandum of Agreement requires approval and the execution ratified by Council.</p> <p><i>(that Council approve the Memorandum of Agreement for the provision of Municipal Development Services and ratify execution of same)</i></p> <p><i>(some other direction as given by Council)</i></p>

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		e)	<p>Development Officer – as per Bylaw 03-2020, Establishing positions of CAO and Designated Officers, Section 6 as follows:</p> <p>DEVELOPMENT AUTHORITY</p> <p>The Designated Officer position of Development Authority is established. The CAO shall appoint a Qualified Person to the Designated Officer position of Development Authority.</p> <p>In addition to any additional powers assigned to the Development Authority by the CAO or Council, or through other bylaws, the Development Authority shall exercise the powers, duties, and functions, and is the Designated Officer for the following sections of the Act:</p> <p style="text-align: center;">Section 624 Development Authority</p> <p><i>(that pursuant to Bylaw 03-2020, Establishing Positions of CAO and Designated Officers, upon execution of the Memorandum of Agreement between the Summer Village of Island Lake and iLand Services Inc., that the designated officer position of the Development Officer for Island Lake be established as iLand Services Inc., designated officer Rick Stuckenberg)</i></p>
		f)	<p>Draft 2022 Operating and Capital Budget – this budget, with changes as per direction at last meeting, will be presented and reviewed at meeting time. This will be our last review prior to our April approval. We need to finalize the budget at this meeting.</p> <p><i>(that Administration make the changes to the draft 2022 Operating and Capital Budget as directed by Council at meeting time and that this revised draft budget come to the next Council meeting for final approval)</i></p> <p><i>(some other direction as given by Council at meeting time)</i></p>
		g)	
		h)	
		i)	
8.	<u>Financial</u>	a)	N/A (because of budget review)
9.	<u>Councillors' Reports</u>		
		a)	Mayor Newton
		b)	Deputy Mayor Fisher
		c)	Councillor Wasmuth

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10.	<u>Administration Reports</u> <i>page 48(a)</i>	a) b) c)	To Do List, February 15 th , 2022 meeting
11.	<u>Communication and Correspondence</u> <i>pages 49-51</i>	a)	January 12 th , 2022 letters from Rajan Sawhney, Minister of Transportation to Mayor Chad Newton, Deputy Mayor Alan Fisher and Councillor John Wasmuth congratulating election to Council
	<i>pages 52-55</i>	b)	February 24 th , 2022 letter from Minister Ric McIver regarding Alberta Budget 2022 with 2022 Municipal Sustainability Initiative allocations as well as 2023 estimated allocations.
	<i>pages 56-58</i>	c)	22DP02-04, Construction of a Single Detached Dwelling, utilization or install of existing well and septic system, 200 Lakeshore Drive South
	<i>page 59</i>	d)	22DP03-04, Installation of two illuminated fascia signs, 50 Tranquille Drive
	<i>pages 60-64</i>	e)	22DP04-04, demolition of existing dwelling, construction of a single detached dwelling, drilling of a well and installation of a septic system, 109 Lakeshore Drive South
	<i>page 65</i>	f)	January 28 th , 2022 payment from Forest Resource Improvement Association of Alberta (FRIAA), we have received the final payment for our FRIAA project for 2021 in the amount of \$24,877.95.
	<i>page 66</i>	g)	Celebrate Canada Funding Grant letter of February 22 nd , 2022 informing of approval of a grant in the amount of \$680 to carry out activities under the Celebration & Commemoration Program.
	<i>page 67</i>	h)	Development Officer Report to Council to March 15 th , 2022
	<i>pages 68-69</i>	i)	Letter from the Office of the Deputy Minister of Alberta Environment and Parks of March 3 rd , 2022 updating recent changes to the executive team at Alberta Environment and Parks.
		j)	
		k)	
13.	<u>Closed Session</u>		N/A

**SUMMER VILLAGE OF ISLAND LAKE
AGENDA**

Tuesday, March 15th, 2022 at 4:30 p.m.

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14.	<u>Next Meeting</u>		The next meeting is scheduled for April 19 th , 2022, 4:30 p.m. Is Council scheduling this as an in-person (and zoom) meeting?
15.	<u>Adjournment</u>		

Next Meetings:

- April 19th, 2022
- May 17th, 2022
- June 21st, 2022
- July 19th, 2022
- August 16th, 2022
- September 20th, 2022
- October 18th, 2022
- November 15th, 2022
- December 20th, 2022

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, FEBRUARY 15TH, 2022
VIA TELECONFERENCE/ZOOM

Council: Mayor Chad Newton (arrived at 4:38 p.m.)
Deputy Mayor Alan Fisher
Councillor John Wasmuth

Administration: Chief Administrative Officer, Wendy Wildman
Administrative Assistant, Diane Wannamaker

Public at Large: 0 in person / 1 via zoom

1.	CALL TO ORDER	Deputy Mayor Fisher called the meeting to order at 4:33 p.m.
2.	AGENDA 22-27	<p>MOVED by Councillor Wasmuth that the February 23rd, 2022 Agenda be approved with the following deletions/additions:</p> <p><u>Deletion:</u> Cancellation of Appointment: Jane Dauphinee, Municipal Planning Services</p> <p><u>Additions:</u> 7.e) Jane Dauphinee, Municipal Planning Services 7.f) Development Officer Position 7.g) Back Alley Project</p> <p style="text-align:right">CARRIED</p> <p>Mayor Newton arrived at 4:38 p.m. and assumed the Chair.</p>
3.	MINUTES 22-28 22-29	<p>MOVED by Deputy Mayor Fisher that the January 18th, 2022 Council Meeting Minutes be approved as presented.</p> <p style="text-align:right">CARRIED</p> <p>MOVED by Deputy Mayor Fisher that the February 7th, 2022 Special Council Meeting minutes be approved as presented.</p> <p style="text-align:right">CARRIED</p>
4.	APPOINTMENTS	N/A
5.	PUBLIC HEARINGS	N/A

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, FEBRUARY 15TH, 2022
VIA TELECONFERENCE/ZOOM

6.	BYLAWS <i>Bylaw 01-2022</i> 22-30	MOVED by Councillor Wasmith that Bylaw 01-2022 being a Bylaw to regulate the Control of Vehicle, Animal & Pedestrian Traffic be given 1 st reading. CARRIED
	22-31	MOVED by Mayor Newton that Bylaw 01-2022, Control of Vehicle, Animal & Pedestrian Traffic be posted on the website, notice of posting be forwarded to residents via All-Net, and announcement be posted to social media to request public feedback prior to 2 nd reading. CARRIED
7.	BUSINESS 22-32	MOVED by Councillor Wasmuth that Administration carry out a survey of local Summer Villages on Island Lake and Baptiste Lake, Towns and Counties as to their development permit application fees and report back to Council, this survey to specifically include the Towns and Counties of Athabasca and Westlock. CARRIED
	22-33	MOVED by Mayor Newton that Administration be authorized to attend the Spring 2022 Municipal Leaders' Caucus on March 9 th and 10 th , 2022 at the Edmonton Convention Center on a shared basis. CARRIED
	22-34	MOVED by Deputy Mayor Fisher that the Summer Village of Island Lake support the proposed 2022 Budget of the Northern Lights Library System with the 2022 levy remaining at \$10.46 per capita. CARRIED
	22-35	MOVED by Mayor Newton that Administration make the changes to the draft 2022 Operating and Capital Budget as directed by Council at meeting time and that this revised draft budget come to the next Council meeting for further review. CARRIED

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, FEBRUARY 15TH, 2022
VIA TELECONFERENCE/ZOOM

	22-36	MOVED by Councillor Wasmuth that Jane Dauphinee from Municipal Planning Services be invited to the March 15 th , 2022 Council meeting to consider alternatives for the unauthorized development on Lot 229 Lakeshore Drive, as well as a general discussion for accessory buildings in front yards of lakefront lots in the Summer Village.
	RECESS	CARRIED Council recessed from 6:43 p.m. to 6:48 p.m.
	22-37	MOVED by Councillor Wasmuth that Administration engage with Rick Stuckenberg to draft a formal contract, with assistance of legal counsel if required, between the Summer Village of Island Lake and iLand Services Inc. (Rick Stuckenberg) for Development Officer Services, with an anticipated start date of March 15 th , 2022, per the base terms set out in emails/memorandum dated February 14 th , 2022, for review and execution by Council on or before March 15 th , 2022.
	22-38	CARRIED MOVED by Mayor Newton that the discussion on the Back-Alley realignment project located at Tranquille Drive and Elk Avenue be accepted for information. CARRIED
8.	FINANCIAL REPORT 22-39	MOVED by Councillor Wasmuth that the Income and Expense Statement for February, 2022 be accepted as presented. CARRIED
9.	COUNCIL REPORTS 22-40	MOVED by Mayor Newton that the Council reports be accepted as presented. CARRIED
10.	ADMINISTRATION REPORTS 22-41	MOVED by Mayor Newton that the Administration Reports be accepted as presented. CARRIED

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, FEBRUARY 15TH, 2022
VIA TELECONFERENCE/ZOOM

11.	INFORMATION & CORRESPONDENCE 22-42	<p>MOVED by Deputy Mayor Fisher that the following correspondence and Information Items be accepted as presented:</p> <ul style="list-style-type: none">- February 4th, 2022 correspondence from Shores Jardine re: FOIPP appeal- Town of Gibbons – letter to Minister of Justice and Solicitor General Sonya Savage regarding the Provincial Administrative Penalties Act.- Association of Summer Villages of Alberta – 2022 Winter Newsletter <p style="text-align:right">CARRIED</p>
12.	CLOSED MEETING	N/A
13.	NEXT MEETING	Next meeting is scheduled for March 15 th , 2022, 4:30 p.m. via zoom.
14.	ADJOURNMENT	The meeting adjourned at 7:39 p.m.

Mayor, Chad Newton

Chief Administrative Officer, Wendy Wildman

BYLAW NO. 01-2022
SUMMER VILLAGE OF ISLAND LAKE
Municipal Government Act RSA 2000 Chapter M-
26 Part 2 Section 7 (d) & 7 (i), and Section 9
Traffic Safety Act RSA 2000, c T-6
Part 2 Division 2 Section 13(1) and 13(2)

A BYLAW OF THE SUMMER VILLAGE OF ISLAND LAKE, IN THE PROVINCE OF ALBERTA, FOR
MATTERS RELATED TO THE CONTROL OF VEHICLE, ANIMAL & PEDESTRIAN TRAFFIC

WHEREAS under the Authority of the Municipal Government Act RSA 2000 Chapter M26, Section 7 (d) and (i) and Section 9 authorize Council to pass bylaws respecting transport and transportation systems; and

WHEREAS the Traffic Safety Act R.S.A. 2000 c T-6, as amended, Part 1 Division 3 Section 13 (1) and 13 (2) provides that the Council of a Municipality may pass bylaws for the regulation and control of vehicle, animal, and pedestrian traffic;

AND WHEREAS the intent of this Bylaw is to regulate and control vehicle, animal and pedestrian traffic, to be compatible with the normal activities of urban life while recognizing the recreational nature of the municipality,

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

1. BYLAW TITLE

This Bylaw may be cited as "Control of Vehicle, Animal and Pedestrians Traffic Bylaw".

2. DEFINITIONS

Any word, expression or term used in this Bylaw shall have the same meaning as in the respective Act referenced above; and for the purpose of this Bylaw, unless the context otherwise requires:

- 2.1 "Act" means the Municipal Government Act. RSA 2000, c M-26 and amendments thereto;
- 2.2 "Alley" means a narrow highway providing access to the rear of buildings and parcels of land;
- 2.3 "Bicycle" includes any cycle propelled by human power or electric power (e-bike) upon which a person may ride, regardless of the number of wheels it may have;

BYLAW NO. 01-2022
SUMMER VILLAGE OF ISLAND LAKE
Municipal Government Act RSA 2000 Chapter M-
26 Part 2 Section 7 (d) & 7 (i), and Section 9
Traffic Safety Act RSA 2000, c T-6
Part 2 Division 2 Section 13(1) and 13(2)

- 2.4 "Boulevard" means, in an urban area, that part of a highway that is not roadway, and is that part of the sidewalk that is not especially adapted to the use of, or ordinarily used by pedestrians;
- 2.5 "Centerline" means:
- (i) the center of a roadway measured from the curbs or, in the absence of curbs, from the edges of the roadway
 - (ii) in the case of a highway
 - (a) that is an offset centre highway as designated by a traffic control device, or;
 - (b) that is a highway having a certain number of traffic lanes for traffic moving in a certain direction at all times or at specified times as designated by a traffic control device;
 - (c) the line dividing the lanes for traffic moving in opposite directions, or
 - (iii) in the case of a divided highway, that portion of the highway separating the roadways for traffic moving in the opposite directions;
- 2.6 "Chief Administrative Officer" means a person appointed to a position under Section 205 of the Municipal Government Act;
- 2.7 "Council" means the Municipal Council for the Summer Village, including the Chief Elected Official;
- 2.8 "Driver" or "Operator" means a person who drives or is in actual physical control of a vehicle;
- 2.9 "Highway" means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestle way or other place or any part of any of them, whether publicly or privately owned, that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles and includes:

BYLAW NO. 01-2022
SUMMER VILLAGE OF ISLAND LAKE
Municipal Government Act RSA 2000 Chapter M-
26 Part 2 Section 7 (d) & 7 (i), and Section 9
Traffic Safety Act RSA 2000, c T-6
Part 2 Division 2 Section 13(1) and 13(2)

- (i) a sidewalk, including a boulevard adjacent to the sidewalk;
- (ii) if a ditch lies adjacent to and parallel with the roadway, the ditch, and;
- (iii) if a highway right of way is contained between fences or between a fence and one side of the roadway, all the land between a fence and one side of the roadway, all the land between the fence and the edge of the roadway, as the case may be,

But does not include a place declared by regulation not to be a highway;

- 2.10 "Owner" means the person who owns a vehicle and includes any person renting a vehicle or having the exclusive use of a vehicle for a period of more than 30 days or otherwise having the exclusive use of a vehicle for a period of ore than 30 days;
- 2.11 "Park" or "Parking" means when prohibited, means allowing a vehicle (whether occupied or not) to remain standing in one place, except:
- 2.11.1 when standing temporarily for the purpose of and while actually engaged in loading or unloading passengers, or,
 - 2.11.2 when standing to obedience to a Peace Officer or traffic control device
- 2.12 "Peace Officer" means a member of the Royal Canadian Mounted Police, a Peace Officer appointed pursuant to the Alberta Peace Officer Act, or a Municipal Bylaw Enforcement Officer appointed by the Summer Village of Island Lake;
- 2.13 "Pedestrian" means a person on foot or a person in a wheel chair or on a mobility aid,

BYLAW NO. 01-2022
SUMMER VILLAGE OF ISLAND LAKE
Municipal Government Act RSA 2000 Chapter M-
26 Part 2 Section 7 (d) & 7 (i), and Section 9
Traffic Safety Act RSA 2000, c T-6
Part 2 Division 2 Section 13(1) and 13(2)

- 2.14 "Passenger Vehicle" means a vehicle used primarily for personal transportation of a driver or operator with or without passengers. A passenger vehicle includes vehicles classed as cars, SUVs, vans and light duty trucks (i.e. half ton to one ton) but does not include any Recreation Vehicles or Trailers.
- 2.15 "Recreation Vehicle" means a vehicular type unit primarily designed as temporary living quarters for recreational camping, or travel use, which either has its own motor power or is mounted or drawn by another vehicle. A recreational vehicle may be, but is not limited to: a tent trailer, travel trailer, a fifth wheel trailer, park model trailer, truck camper or motor home.
- 2.16 "Roadway" means the part of a highway intended for use by vehicular traffic and generally comprising the travel lanes of a highway.
- 2.17 "Traffic Safety Act", being Chapter T-6 of the Revised Statutes of Alberta, 2000, and amendments thereto;
- 2.18 "Trailer" means a vehicle so designated that it:
- (i) may be attached to or drawn by a motor vehicle or tractor, and
 - (ii) is intended to transport property or persons, and includes any vehicle defined by regulation as a trailer but does not include machinery or equipment solely used in the construction or maintenance of highways;
- 2.19 "Summer Village" means the Summer Village of Island Lake or its duly authorized representatives
- 2.20 "Vehicle" means a device in, on or by which a person or thing may be transported or drawn on a highway. This shall include but not be limited to a vehicle so designed that it may be attached to or drawn by a motor vehicle to be moved from one point to another and which may provide living accommodation for or otherwise be used by one or more persons.

BYLAW NO. 01-2022
SUMMER VILLAGE OF ISLAND LAKE
Municipal Government Act RSA 2000 Chapter M-
26 Part 2 Section 7 (d) & 7 (i), and Section 9
Traffic Safety Act RSA 2000, c T-6
Part 2 Division 2 Section 13(1) and 13(2)

3. SPEED

Unless otherwise posted by Approved Traffic Control Devices, no person:

- 3.1 shall drive a vehicle at a speed in excess of 30 km per hour on any highway within the municipality.
- 3.2 shall drive a vehicle in any alley in the municipality at a speed in excess of 20 km per hour

4. PARKING

- 4.1 Subject to the following additional provisions of this Bylaw, a driver or operator of a Passenger Vehicle is permitted to park along a roadway in the Summer Village of Island Lake with the driver-side wheels on the roadway (at most), and passenger side wheels off the roadway (travel lanes of a highway). Under no circumstances may a person block the travel lanes of a roadway.
- 4.2 No person shall permit a vehicle to stand unattended upon any grade or slope of a roadway without first having:
 - 4.2.1 effectively set the vehicle's brakes, and
 - 4.2.2 turned the front wheels to the nearest edge of roadway in such a manner as to impede any movement of the vehicle
- 4.3 No person shall leave a vehicle unattended on a highway if the vehicle has been placed on a jack or a similar device and;
 - 4.3.1 one or more wheels have been removed from the vehicle, or
 - 4.3.2 part of the vehicle is raised
- 4.4 Unless required or permitted by a Traffic Control Device or in compliance with direction of a Peace Officer or to avoid conflict with other traffic, a person shall not park a vehicle:

BYLAW NO. 01-2022
SUMMER VILLAGE OF ISLAND LAKE
Municipal Government Act RSA 2000 Chapter M-
26 Part 2 Section 7 (d) & 7 (i), and Section 9
Traffic Safety Act RSA 2000, c T-6
Part 2 Division 2 Section 13(1) and 13(2)

- 4.4.1 on a sidewalk or boulevard, or
 - 4.4.2 on a crosswalk or any part of a crosswalk, or
 - 4.4.3 within an intersection other than immediately next to the curb of a "T" intersection, or
 - 4.4.4 at an intersection nearer than 5 meters to the projection of the corner property line immediately ahead or immediately to the rear, except when this vehicle is parked in a space where a parking meter or other traffic control device indicates parking is permitted, or
 - 4.4.5 nearer than 5 meters upon the approach to any stop or any yield sign, or
 - 4.4.6 within 1.5 meters of an access to a garage, private road or driveway, or a vehicle crossway over a sidewalk, or within 5 meters of the nearest side of a marked crosswalk, or
 - 4.4.7 alongside or opposite any street excavation or obstruction when stopping or parking would obstruct traffic, or on any bridge or on the approach thereto, or
 - 4.4.8 at any other place where a traffic control device prohibits stopping, or
 - 4.4.9 during such times as stopping or parking is so prohibited, or
 - 4.4.10 on a roadway side of a vehicle parked or stopped at the curb or edge of the roadway, or
 - 4.4.11 on any roadway within the municipality for a period of more than seventy-two (72) hours after which it may be considered to be abandoned.
- 4.5 Where a person parks a vehicle contrary to any of the aforementioned provisions, a Peace Officer may impose payment of the requisite fine and have the vehicle removed and stored, in addition to the payment

BYLAW NO. 01-2022
SUMMER VILLAGE OF ISLAND LAKE
Municipal Government Act RSA 2000 Chapter M-
26 Part 2 Section 7 (d) & 7 (i), and Section 9
Traffic Safety Act RSA 2000, c T-6
Part 2 Division 2 Section 13(1) and 13(2)

of any fine the owner of said vehicle shall be required to pay any and all towing and storage fees before recovery of the vehicle.

- 4.6 No person shall drive, park or stop any vehicle upon any roadway in such a manner as to block, obstruct, impede or hinder traffic thereon. Where the obstruction is unavoidable due to mechanical failure of the vehicle, the operator will not be in breach of this section provided the operator promptly takes measures to clear the vehicle from the roadway.
- 4.7 Where a vehicle parking space is marked or designated upon a roadway, every driver of a passenger vehicle using such space shall park such vehicle wholly within the limits of the marked space.
- 4.8 No person shall park in front of or adjacent to any building in course of erection, demolition, alteration, or repair when such parking will impede or obstruct traffic.
- 4.9 No person shall park his or her vehicle so it will in any way interfere with the use of a doorway intended as a fire or emergency exit from any building fronting or abutting the highway, or any private property where signs are displayed. Where a person parks a vehicle contrary to any of the aforementioned provisions, a Peace Officer may, levy the requisite fine and have the vehicle removed and stored in accordance with all the provisions within Section 4.5 of this Bylaw.
- 4.10 No person shall park a vehicle at a place or area where the traffic control device indicates parking there is restricted to a certain class of vehicle only, and his or her vehicle does not comply.
- 4.11 Notwithstanding any other provisions in this Bylaw, the Chief Administrative Officer or designated employee may cause movable signs to be placed on or near a roadway prohibiting parking for emergency purposes or street cleaning work.
 - 4.11.1 After such signs are placed on or near a roadway, no person shall park or leave a vehicle on the signed portion of roadway until such movable signs are removed by the designated officer.



BYLAW NO. 01-2022
SUMMER VILLAGE OF ISLAND LAKE
Municipal Government Act RSA 2000 Chapter M-
26 Part 2 Section 7 (d) & 7 (i), and Section 9
Traffic Safety Act RSA 2000, c T-6
Part 2 Division 2 Section 13(1) and 13(2)

- 4.11.2 Any vehicle that is on such roadway when such signs are placed thereon shall be removed promptly by the owner or operator.
- 4.11.3 When any emergency snow removal, street cleaning, or street repair commences on a signed roadway, then the owner of the vehicle thereon may be fined and the vehicle may be removed and stored pursuant to Section 4.9 hereof.
- 4.12 Except when actually taking or discharging passengers, no person shall park a vehicle at the following locations:
 - 4.12.1 in a passenger loading or unloading space marked with a sign
 - 4.12.2 on any portion of a roadway marked by a "No Parking" sign
- 4.13 No parking in alleys shall be permitted unless a sign directs otherwise but alleys may be used for:
 - 4.13.1 loading or unloading of goods from commercial vehicles for a period not exceeding thirty minutes, or
 - 4.13.2 the loading or unloading of goods or passengers from a vehicle other than a commercial vehicle for a period not exceeding five minutes, provided that the vehicle concerned in such loading or unloading of passengers or goods does not so obstruct the alley as to prevent other vehicles or persons from passing along such alleys while the loading or unloading of passengers is taking place.
- 4.14 No person shall park any vehicle upon any land owned by the Summer Village designated Community Reserve District or Natural Environment District under Land Use Bylaw 08-2021 except on such areas that the Chief Administrative Officer or designated employee may designate by a Traffic Control Device for vehicle parking.

BYLAW NO. 01-2022
SUMMER VILLAGE OF ISLAND LAKE
Municipal Government Act RSA 2000 Chapter M-
26 Part 2 Section 7 (d) & 7 (i), and Section 9
Traffic Safety Act RSA 2000, c T-6
Part 2 Division 2 Section 13(1) and 13(2)

- 4.15 No person shall park a Recreation Vehicle or a Trailer upon any Highway, including an Alley, within the Summer Village without the express written consent of the Chief Administrative Officer or designated employee. Where a person parks a Recreation Vehicle or Trailer contrary to the above provision, a Peace Officer may levy the requisite fine and have the Recreation Vehicle or Trailer removed and stored per the provisions of Section 4.5 hereof,
- 4.16 No person shall park a tractor trailer unit on any highway in the municipality whether the tractor and trailer are connected or unconnected.
- 4.17 No person shall park a vehicle upon any private road or land providing emergency vehicle access to a multiple unit development. Emergency vehicles are excluded in this regard.
- 4.18 No person shall park on a highway in the municipality, a vehicle or trailer used for the conveyance of flammable liquid or explosive or other contents dangerous to human safety nearer than 22.2 meters to a substantial building likely to contain persons or valuable goods, and it shall have a warning notice clearly displayed.
- 4.20 Council is hereby authorized but is not obligated to designate angle and parallel parking on any roadway and to cause the same to be marked accordingly.
5. HORSE DRAWN VEHICLES
- 5.1 The driver or any other person in charge of any horse drawn vehicle on a highway shall remain upon such vehicle while it is motion or shall walk beside the horse drawing such a vehicle.
6. PEDESTRIANS
- 6.1 No person shall stand, sit or lie on any highway in such a manner as to obstruct vehicular or pedestrian traffic or as to annoy or inconvenience any other person lawfully upon the highway.

BYLAW NO. 01-2022
SUMMER VILLAGE OF ISLAND LAKE
Municipal Government Act RSA 2000 Chapter M-
26 Part 2 Section 7 (d) & 7 (i), and Section 9
Traffic Safety Act RSA 2000, c T-6
Part 2 Division 2 Section 13(1) and 13(2)

7. VEHICLE TRAFFIC

- 7.1 The Council is hereby authorized to cause the installation of any traffic control device to govern and direct traffic within the municipality
- 7.2 No vehicle operator shall drive or stand a vehicle upon any highway in such a manner as to block, obstruct, impede or hinder traffic thereon.
 - 7.2.1 Where the obstruction is unavoidable due to mechanical failure, the operator will not be in breach of this section provided the operator promptly takes measures to clear the faulty vehicle from the highway.
 - 7.2.2 No person shall operate a vehicle in a residential area of the municipality between the hours of 10:00 p.m. and 7:00 a.m. in a manner so as to unduly disturb the residents of any such area.

8. GENERAL PROVISIONS

- 8.1 No person shall operate a moving vehicle while pulling or drawing a sled, toboggan, bicycle, skis or other conveyance carrying another person or persons upon a highway in the municipality, subject to the exception of typical horse drawn vehicles.
- 8.2 Unless a permit to do so have been issued by the Municipality, no person shall operate on a highway:
 - 8.2.1 a vehicle or trailer having metal spikes, lugs or cleats or bands projecting from the surface of the wheel or tire of the vehicle, or
 - 8.2.2 any vehicle or trailer having skids or not using rubber tires

9. PENALTIES

- 9.1 A traffic tag shall be deemed to be sufficiently served:
 - 9.1.1 if served personally on the accused, or

BYLAW NO. 01-2022
SUMMER VILLAGE OF ISLAND LAKE
Municipal Government Act RSA 2000 Chapter M-
26 Part 2 Section 7 (d) & 7 (i), and Section 9
Traffic Safety Act RSA 2000, c T-6
Part 2 Division 2 Section 13(1) and 13(2)

- 9.1.2 if mailed to the address of the registered owner of the vehicle concerned; or to the person concerned, or
- 9.1.3 if attached to or left upon the vehicle in respect of which the offense is alleged to have been committed
- 9.2 Each Peace Officer is hereby charged with the duty of enforcing the provisions of this Bylaw.
- 9.3 Any person who commits a breach of any of the provisions of this Bylaw shall, upon summary conviction before a judge, be liable to a fine not exceeding \$2,500.00 exclusive of costs and in case of non-payment of the fine and costs imposed, to imprisonment for a period not exceeding six months.
- 9.4 Notwithstanding Subsection 9.3, any person contravening this Bylaw may avoid summary conviction by the voluntary payment of a specified penalty as outlined in Schedule "A" of this Bylaw within the time stated on the traffic tag.
- 10. SEVERABILITY PROVISION
 - 10.2 Should any provision of this Bylaw be determined invalid, then such provision shall be severed and the remainder of the Bylaw, shall be maintained and enforced.
- 11. PENALTIES
 - 11.1 Fines to be levied for contravention of this Bylaw are listed in Schedule "A" attached to this Bylaw.

This Bylaw rescinds Bylaw 07-2018.

Coming into Force of this Bylaw is effective upon third and final reading by Council.

BYLAW NO. 01-2022
SUMMER VILLAGE OF ISLAND LAKE
Municipal Government Act RSA 2000 Chapter M-
26 Part 2 Section 7 (d) & 7 (i), and Section 9
Traffic Safety Act RSA 2000, c T-6
Part 2 Division 2 Section 13(1) and 13(2)

READ a first time this 15th day of February, 2022.

Mayor, Chad Newton

Chief Administrative Officer, Wendy Wildman

READ a second time this day of , 2022.

Mayor, Chad Newton

Chief Administrative Officer, Wendy Wildman

BYLAW NO. 01-2022
SUMMER VILLAGE OF ISLAND LAKE
Municipal Government Act RSA 2000 Chapter M-
26 Part 2 Section 7 (d) & 7 (i), and Section 9
Traffic Safety Act RSA 2000, c T-6
Part 2 Division 2 Section 13(1) and 13(2)

READ a third and final time this day of , 2022.

Mayor, Chad Newton

Chief Administrative Officer, Wendy Wildman

BYLAW NO. 01-2022
SUMMER VILLAGE OF ISLAND LAKE
Municipal Government Act RSA 2000 Chapter M-
26 Part 2 Section 7 (d) & 7 (i), and Section 9
Traffic Safety Act RSA 2000, c T-6
Part 2 Division 2 Section 13(1) and 13(2)

SUMMER VILLAGE OF ISLAND LAKE
BY-LAW 01 - 2022
SCHEDULE "A"
Schedule A

Section 3 - Speed

3.1 - 3.2	As defined by Highway Traffic Act		
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Section 4 - Parkin.

4.1 - 4.21	\$100.00	\$200.00	Plus any associated costs as referenced in this Bylaw.
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Section 5. Horse Drawn Vehicles

5.1	\$50.00	\$100.00	Plus any associated costs as referenced in this Bylaw.
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Section 6. Pedestrians

6.1	\$50.00	\$100.00	Plus any associated costs as referenced in this Bylaw.
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Section 7. Vehicle Traffic

7.1 - 7. 2.2	\$100.00	\$200.00	Plus any associated costs as referenced in this Bylaw.
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BYLAW NO. 01-2022
SUMMER VILLAGE OF ISLAND LAKE
Municipal Government Act RSA 2000 Chapter M-
26 Part 2 Section 7 (d) & 7 (i), and Section 9
Traffic Safety Act RSA 2000, c T-6
Part 2 Division 2 Section 13(1) and 13(2)

Section 8. General Provisions

8. – 8.2.2	\$50.00	\$100.00	Plus any associated costs as referenced in this Bylaw.
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Subject: Web Contact: Comment from

From: Island Lake <islandlake@islandlake.ca>

Date: Tue, Feb 22, 2022 9:57 am

To: svislandlake@wildwillowenterprises.com

Sent To: admin

Name:

Email:

Phone:

Subject: Comment

Comment:

I would like to keep the traffic bylaw in section 4.1 the same, so as to continue to be allowed to park as indicated on the sides of the roads when needed. Please do not change this bylaw. Thank you. Have a wonderful day.

Copyright © 2003-2022. All rights reserved.

Subject: Web Contact: Comment from
From: Island Lake <islandlake@islandlake.ca>
Date: Wed, Feb 16, 2022 10:03 am
To: svislandlake@wildwillowenterprises.com

Sent To:	admin
Name:	
Email:	
Phone:	
Subject:	Comment
Comment:	Regarding the proposed Traffic Bylaw, I have read the draft and agree with all aspects of it. Thank you. (No need to contact me)

Copyright © 2003-2022. All rights reserved.

**SUMMER VILLAGE OF ISLAND LAKE
IN THE PROVINCE OF ALBERTA
BYLAW NO. 03-2022**

**BEING A BYLAW FOR THE PURPOSE OF CANCELLING A PORTION OF PLAN
3857 K.S.**

WHEREAS Section 658 of the Municipal Government Act empowers a municipality to cancel a plan of subdivision in whole or in part;

AND WHEREAS the owners of the parcels of land in the portion of the plan to be cancelled have consented to the proposed cancellation;

AND WHEREAS every person shown on the certificates of title of the lands in the plan of subdivision as having an estate or interest in it have consented to the proposed cancellation;

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

1. IT IS HEREBY ORDERED that the lands described as Lot 20 and Lot 21, Block 16, Plan 3857 K.S. are to be cancelled from the plan of subdivision of record which is registered in the Land Titles Office for the NORTH Alberta Land Registration District.
2. IT IS FURTHER ORDERED the cancelled lands be established as a single new lot known as Lot 20A, Block 16, Plan 3857 K.S.
3. THIS ORDER shall not be effective unless filed by the applicant in the office of the Registrar within NINETY DAYS from the date of this Order.

THE REGISTRAR for NORTH Alberta Land Registration District shall make all cancellations, issue all certificates of title and do such things as necessary, in his opinion, to give effect to this Order; including, but not restricted to, carrying forward all encumbrances, charges, liens, interests, and reservations as to mines and minerals in the existing certificate(s) of title.

ANY EXPENSES in the connection with carrying out this Order shall be borne by the applicant.

READ A FIRST TIME THIS 15th day of March, AD 2022.

READ A SECOND TIME THIS 15th day of March, AD 2022.

READ A THIRD AND FINAL TIME THIS 15th day of March, AD 2022.

SIGNED AND PASSED this 15th day of March, AD 2022.

Mayor: Chad Newton

Chief Administrative Officer, Wendy Wildman

**DEVELOPMENT OFFICER'S REPORT
PLAN CANCELLATION BYLAW NO. 03-2022**

APPLICANTS / OWNERS: Terry & Angelina Rimmer

DISTRICT: R1 – Residential – Small Lot District

LEGAL DESCRIPTIONS: Lot 20 and Lot 21, Block 16, Plan 3857 K.S. - #184 and #186 Lakeshore Drive South within the Summer Village of Island Lake.

PROPOSAL:

To cancel, by Bylaw, a portion of Plan 3857 K.S. to allow for the consolidation of Lot 20 & Lot 21, Block 16, Plan 3857 K.S. into one new lot entitled Lot 20A, Block 16, Plan 3857 K.S.

REGULATIONS:

M.G.A. Section 658 Cancellation of plan of subdivision

COMMENTS:

The applicants have requested His Worship Mayor and Council's favourable consideration of their application to cancel a portion of Plan 3857 K.S. to allow for the consolidation of the two lots that they own into one within the Summer Village of Island Lake (See attached application form dated February 28, 2022). The subject lands are Plan 3857 K.S., Block 16, Lot 20 and Plan 3857 K.S., Block 16, Lot 21. Lot 20 has road frontage of 15.24 metres onto Lakeshore Drive South on the east, access to a Municipal Laneway to the west, and a depth of 45.72 metres, with a total lot area of 696.77 square metres. This lot is developed with a Single Detached Dwelling, a Detached Garage, and site servicing components. Lot 21 has a width of 15.24 metres, with frontage onto Lakeshore Drive South on the east, Buffalo Avenue to the South, and a Municipal Laneway to the west, and a depth of 45.72 metres, with a total lot area of 678.17 square metres. This lot was previously developed with a Single Detached Dwelling, where that building was destroyed in a fire.

RECOMMENDATIONS:

It is the recommendation of the Development Officer that favourable consideration be granted to approve the Plan Cancellation Bylaw No. 03-2022, as requested, to allow for the consolidation of the subject two (2) lots, for the following reasons:

1. The proposal conforms to the requirements of the Land Use Bylaw and does not impinge upon the economic development of the Lands.
2. The proposal satisfies the requirements of Municipal Government Act, RSA 2000, Ch. M-26, Section 658, as amended.
3. It has been typical for His Worship & Council to look favourably upon such applications.

MGA Section 658

Cancellation of plan of subdivision

Cancellation of plan of subdivision

658(1) On the application of one or more owners of a parcel of land in a plan of subdivision, a council may by bylaw order the plan cancelled, in whole or in part.

(2) A council may pass a bylaw under subsection (1) only with the consent of

(a) the owners of the parcel of land in the plan of subdivision,

(b) every person shown on the certificate of title of the land in the plan of subdivision as having an estate or interest in it, and

(c) the Crown in right of Alberta, if the plan of subdivision shows a highway or road or other right of way vested in the Crown for which no certificate of title has been issued.

(3) A plan cancellation may not be effected only or primarily for the purpose of disposing of reserves.

(3.1) If all of a plan is cancelled, deferred reserve caveats and environmental reserve easements are also cancelled.

(4) If all reserve land has been cancelled from a plan of subdivision, the resulting parcel of land, if it is subsequently subdivided, may be subject to the provisions of this Part respecting reserves.

(5) If a plan is cancelled in part, a deferred reserve caveat may be placed against the consolidated certificate of title reflecting any reserve land that was cancelled and that will be owing if the parcel is subsequently subdivided.

**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. 05-2019 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 15th day of September, 2020.

Read a second time on this 15th day of September, 2020.

Unanimous Consent to proceed to third reading on this 15th day of September, 2020.

Read a third and final time on this 15th day of September, 2020.

Signed this 15th day of September, 2020.

Mayor, Chad Newton

Chief Administrative Officer, Wendy Wildman

25

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

Summer Village of Island Lake	
Schedule “A” – The Fees Schedule	Page 1 of 3
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
ASSESSMENT APPEAL FEE (Refundable if applicant is successful.)	\$50.00
SUBDIVISION OR DEVELOPMENT APPEAL FEE	\$200.00
SUBDIVISION OR DEVELOPMENT APPEAL FEE (Adjoining neighbor.)	\$100.00
LOT CONSOLIDATION FEE	\$750.00
LAND USE BYLAW AMENDMENT FEE	\$1,000.00
DEVELOPMENT PERMITS:	
SINGLE FAMILY DWELLING	\$300.00
GUEST HOUSE	\$300.00
ACCESSORY BUILDING – GAZEBO OR SHED	\$150.00
ACCESSORY BUILDING – DETACHED GARAGE	\$300.00
GROUND LEVEL DECKS OR STRUCTURES	\$150.00
ADDITIONS TO DETACHED DWELLINGS	\$300.00
RECREATIONAL VEHICLE AND PARKING PAD	\$150.00
SEPTIC SYSTEM AND HOLDING TANKS	\$75.00
BOAT HOUSE	\$150.00
HOME OCCUPATION	\$150.00
VARIANCE (IN ADDITION TO THE FEE FOR THE STRUCTURE)	\$150.00

26

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

Summer Village of Island Lake	
Schedule “A” – The Fees Schedule	Page 2 of 3
SIGNS	\$75.00
DEMOLITION PERMITS	\$75.00
COMMERCIAL	\$200.00
MAXIMUM DEVELOPMENT PERMIT FEE FOR MULTIPLE BUILDINGS OR STRUCTURES SUBMITTED ON ONE APPLICATION	\$500.00
<u>ADDITIONAL FEES FOR DEVELOPMENT PERMITS FOR “AS BUILTS” OR AFTER CONSTRUCTION HAS STARTED:</u>	
DOUBLE THE FEE(S) OUTLINED ABOVE	
<u>SAFETY CODE PERMITS</u>	
BUILDING PERMITS	AS PER
ELECTRICAL PERMITS	SAFETY
PLUMBING PERMITS	CODES
GAS & HEATING PERMITS	PROVIDER
REMOVAL OF STOP WORK ORDER	\$500.00
<u>DOCKS ON MUNICIPAL PROPERTY:</u>	
(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*	\$50.00
-second offence*	\$250.00
-third offence*	\$500.00
*plus the cost of removal of the structure	

27

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

Summer Village of Island Lake	
Schedule "A" – The Fees Schedule	Page 3 of 3
SERVICES RELATED TO REQUESTS UNDER THE FOIP ACT 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
* 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.	

28

Capital Region Assessment Services Commission



**PARTICIPANT
MEMORANDUM OF AGREEMENT
2022 - 2024**

**LOCAL ASSESSMENT REVIEW BOARDS
and
COMPOSITE ASSESSMENT REVIEW BOARDS**

1 January 2022

MEMORANDUM OF AGREEMENT

made between

CAPITAL REGION ASSESSMENT SERVICES COMMISSION
(the “**Commission**”)

and

(the “**Participant**”)

WHEREAS the Commission will provide specific administrative and financial services relating to Assessment Review Boards to the Participant;

AND WHEREAS the Commission and the Participant have reached agreement with respect to the terms and conditions under which the Commission will provide such administrative and financial services to the Participant;

NOW THEREFORE the Commission and the Participant agree as follows:

1. DEFINITIONS

- a. “**Board**” means the Board of Directors of the Capital Region Assessment Services Commission.
- b. “**Commission**” means the Capital Region Assessment Services Commission.
- c. “**Fiscal Year**” means 1st of January to 31st of December.
- d. “**Participant**” and “**Municipality**” mean a municipal authority NOT listed in the Appendix to Alberta Regulation 77/96, as amended from time to time; and which has engaged the services of the Commission to provide specific administrative and financial services relating to Assessment Review Boards.

- e. **“Panellist”** means an individual who is accredited by the Alberta Land & Property Rights Tribunal (“LPRT”) to hear Assessment Complaints.
- f. **“Assessment Review Board”** and **“ARB”** mean either the Local Assessment Review Board (“**LARB**”) or the Composite Assessment Review Board (“**CARB**”).
- g. **“Assessment Clerk”** means an individual who is accredited by the Alberta LPRT to perform assessment clerk services.
- h. **“Term”** means the term of this agreement as set forth in Section 2.

2. **TERM**

The term of this agreement is as specified in Schedule “A” hereto. The Term may be extended by an agreement in writing between the parties hereto before the end of the Term, failing which the agreement shall terminate at the end of the Term without notice by either party to the other and without additional compensation from the Participant to the Commission.

3. **OBLIGATIONS of the COMMISSION**

The Commission will provide a full ARB administration service from receipt of Complaint forms through to distribution of the hearing decisions, including, but not limited to:

- a. receiving Complaint forms from the Participant, acknowledging their receipt, setting up hearings, preparing and distributing Notices of Hearings, attending each hearing and distributing the decision.
- b. maintaining a Panellist pool sufficient to respond to the Participant’s requirements for Assessment Review Board hearings.
- c. annually providing the Participant with:
 - i. a list of Commission approved Panellists from which the Commission can draw to fill its hearing needs;
 - ii. the name of the chair of the LARB and CARB;
 - iii. the name of the Assessment Clerk of the LARB and CARB.

- d. apprising the Participant of such information relevant and necessary for the performance of its legislated duties and responsibilities with respect to Assessment Review Boards.
- e. providing an Assessment Clerk at Assessment Review Board hearings, unless the Participant informs the Commission of its wish to provide its own Assessment Clerk.
- f. assisting the Panellists to prepare a written decision from each hearing and distributing the decision to the appropriate parties. *NOTE - The decisions, reasons therefore and the writing of the decision are the responsibility of the hearing panellists. The clerk will provide only administrative and clerical assistance to this function.*
- g. preparing, and distributing to the Participant, appropriate administrative and operating policies and procedures relating to Assessment Review Boards.
- h. annually meeting with the Panellists to review activities and ensure that the Panellists are current with respect to Assessment Review Board hearing information.

Panellist Nominations:

While it is the policy of the Commission to, wherever possible, draw its pool of panellists only from its members; from time to time the Commission may contact Participants seeking nominations of suitable individuals who may be appointed as potential Panellists so that an acceptable pool of accredited Panellists can be maintained. The determination of the Panellist pool rests solely with the Commission.

Should the Commission decide to accept the Participant's nominee, the Commission will contact the Participant's nominee to outline the requirements for being considered as a Panellist and inform the nominee of pending training and accreditation requirements and opportunities. Upon successful accreditation, the nominee will be entered on the Commission's Panellist pool registry as maintained by the Commission.

4. OBLIGATIONS of the PARTICIPANT

The Participant will cooperate with the Commission to ensure the smooth running of the Commission's ARB practices and procedures, including, but not limited to:

- a. at the commencement of each year of this agreement (and no later than the 15th of February of each year), the Participant will provide to the Commission its total parcel count as at the 1st of January of each year.
NOTE - This parcel count will be used to calculate the total per parcel fees due in accordance with Schedule "A" to this agreement.
- b. annually appointing to the LARB and CARB the list of Commission Panellists, the name of the chair and the name of the Assessment Clerk, provided to the Participant by the Commission each year. *NOTE - The Commission draws from only its own designated pool of Panellists to sit on Commission administered hearings.*
- c. providing the Commission with immediate notification by email when an Assessment Review Board Complaint has been filed with the Participant.
- d. for each complaint, promptly scanning and emailing the following to the Commission: *(IMPORTANT - Where the following documentation contains colour, the document should be scanned in colour.)*
- Assessment Review Board Complaint form
 - Assessment Complaints Agent Authorization form - if appropriate
 - Proof of payment of applicable complaint fee
 - All other documentation provided by the complainant accompanying the ARB Complaint form
 - Copy of the assessment notice or combined assessment/tax notice that is the subject of the complaint
 - Confirmation of the date that the complaint was received by the Participant and that the complaint was received within the deadline for submission of complaints.
- e. when requested by the Commission, providing a suitable meeting room or other means of facilitating a hearing (e.g. setting up, providing and hosting suitable videoconference and/or teleconference facilities) for the Assessment Review Board hearing without charge to the Commission. The decision regarding how the hearing will take place, e.g in person, by video/teleconference or by other means will be at the sole discretion of the Commission.

5. FEES and EXPENSES

Each year the Board will review the budget for Assessment Review Board services and will establish such fees as it deems appropriate. Annually, the Participant will

be informed as to what the forthcoming year's fees will be. Effective at the commencement of this Agreement, these approved fees and expenses are as shown in Schedule "A" and they will remain in effect for the remaining years of this agreement unless changed by the Board.

The Commission will invoice each Participant for the applicable fees and expenses listed in Schedule "A" and the Participant will pay those invoices in a timely manner.

Should the Board change the fees in Schedule "A", the Participant has the option to withdraw from this agreement within 30 days from the latter of the date of the change(s) coming into effect and the Participant being informed of the change(s).

6. PARTICIPANT INFORMATION

All Participant information relating to the Assessment Review Board complaints is deemed the property of the Participant.

Other than for the proper functioning of the Assessment Review Board process, the Commission will not disclose or make known to any person the Participant information or any matter or thing which comes to the knowledge of or is disclosed to the Commission by reason of this Agreement and shall retain all such knowledge as confidential, unless the Commission is required by law, or is expressly authorized by the Participant in writing, to disclose or make known the knowledge.

Where Participant information, whether paper or electronic, is in the temporary possession or control of the Commission, the Commission will ensure the security and safety of all data and allow only authorized access to the Participant information.

7. TERMINATION

A Participant shall be entitled to terminate this agreement upon six (6) months written notice together with payment of the annual fees for the balance of the Term.

The Commission reserves the right to terminate this agreement upon six (6) months written notice to the Participant.

8. SURVIVAL

The provisions of this agreement, which by their context are meant to survive the expiry or earlier termination of this agreement, shall so survive for the benefit of the party relying upon the same.

9. NOTICE

Whether or not so stipulated herein, all notices, communication, requests and statements required or permitted hereunder shall be in writing.

10. ASSIGNMENT

This agreement or any rights arising out of this agreement shall not be assigned by either party hereto without the other party's prior written consent, which consent shall not be arbitrarily withheld.

11. ENTIRE AGREEMENT

This agreement represents the entire agreement between the parties with respect to the subject matter hereof.

12. AMENDMENTS

This agreement can be modified, amended or assigned only by a written instrument duly executed by the parties.

IN WITNESS WHEREOF the parties hereto have executed this agreement by the hands of their respective, properly authorized officers, on their behalf.

THE COMMISSION: CAPITAL REGION ASSESSMENT SERVICES
 COMMISSION

Per: _____	_____	_____, 202
Authorized Signature	Name	Date

THE PARTICIPANT: _____
 Name of Participant

Per: _____	_____	_____, 202
Authorized Signature	Name	Date

36

SCHEDULE "A"

TERM of AGREEMENT

The Term of this agreement is for the period from 1 January 2022 to 31 December 2024.

FEES and EXPENSES

The compensation payable by the Participant to the Commission for its performance of this agreement is as follows:

1. Annual Fees per Participant - Per Fiscal Year

- a. Core fee of \$800, plus;
- b. Per parcel fee of \$0.30, based on the total number of the Participant's parcels that are eligible to have a LARB or CARB complaint filed on them, as at 1 January of each year of the agreement. *(Do not include DIP, Linear, Exempt, Municipal Owned and similar parcels)*

2. Hearing Fees - Per Hearing

Assessment Review Board Hearing Fees are chargeable to the Participant for each hearing day or part day and depend on the services provided to the Participant for each hearing. Not all fees may be chargeable for every hearing.

- a. **Hearing:** \$800 for each LARB hearing day or part day.
\$800 for each CARB hearing day or part day.
- b. **Panellist:** \$175 per Panellist for each hearing day or part day and associated travel time that do not exceed four (4) hours.
\$300 per Panellist for each hearing day or part day and associated travel time that exceed four (4) hours and do not exceed eight (8) hours.

\$450 per Panellist for each hearing day or part day and associated travel time that exceed eight (8) hours.

- c. **Presiding Officer:** \$225 per Presiding Officer for each hearing day or part day and associated travel time that do not exceed four (4) hours.

\$400 per Presiding Officer for each hearing day or part day and associated travel time that exceed four (4) hours and do not exceed eight (8) hours.

\$600 per Presiding Officer for each hearing day or part day and associated travel time that exceed eight (8) hours.

- d. **Assessment Clerk:** \$800 for each hearing day or part day where the Commission provides an Assessment Clerk.

3. **Hearing Expenses**

Travel and subsistence expenses are chargeable to the Participant for each hearing. These are based on the rates established from time to time by the Government of Alberta for its Boards, Agencies and Commissions.

COMMISSION'S SERVICE ADDRESS

The Commission's address for service of notices is:

Capital Region Assessment Services Commission
11810 Kingsway
Edmonton, Alberta T5G 0X5

Telephone: 780-451-4191
Email: info@crasc.ca

PARTICIPANT'S SERVICE ADDRESS

The Participant's address for service of notices is:

Name of municipality_____

Contact name_____

Address 1_____

Address 2_____

City_____

Postal Code_____

Telephone: _____

Email: _____

----- Original Message -----

Subject: Appointment of ARB Officials 2022

From: "Gerryl Amarin" <gerryl@amorinaccounting.com>

Date: 1/26/22 10:39 am

To:

Good Morning All,

Please be advised that the annual requirement for all municipalities to appoint ARB officials for 2022 is now due.

All municipalities are required to appoint by resolutions the following as your ARB officials for 2022.

ARB Chairman - Raymond Ralph

Certified ARB Clerk - Gerryl Amarin

Certified Panelists - Darlene Chartrand

Tina Grozko

Stewart Hennig

Richard Knowles

Raymond Ralph

If you have any questions concerning this request, please do not hesitate to contact me.

(I apologize if you have already received this information)

Thank-you

Gerryl Amarin, CPA

780 297 8185

Manager/Finance Officer

Capital Region Assessment Services Commission (CRASC)

11810 Kingsway Avenue

Edmonton, AB T5G 0X5

40



Summer Village of Island Lake

Box 8, Alberta Beach, AB T0E 0A0

Phone: 1-780-967-0271 Fax: 1-780-967-0431

Website: www.islandlake.ca

Email: svislandlake@wildwillowenterprises.com

February 7th, 2022

Dear

**Re: Encroachment on Municipal Reserves/Bed & Shore of Island Lake
Plan 763TR, Block 1, Lot 13; 231 Lakeshore Drive,
Summer Village of Island Lake**

The Summer Village of Island Lake has received complaints about the chattels, in-fill, sand and gravel, placed on Municipal Reserve Areas Plan 763TR, Block 1, Lot 33R and Plan 763TR, Block 1, Lot 14R, as well as the bed and shore of Island Lake, adjacent to your property. Further, the Summer Village has independent concerns respecting the damage to the reserve land.

In reference to the above noted, please be advised this matter was placed on the agenda of the December 14th, 2021, Council meeting. Further be advised the following motion was passed: **Motion #21-253:**

"MOVED by Deputy Mayor Fisher that Administration forward a letter to the landowners of Plan 763TR, Block 1, Lot 13, 231 Lakeshore Drive outlining their encroachment into Reserve Areas Plan 763TR, Block 1, Lot 33R and Plan 763TR, Block 1, Lot 14R as well as the bed and shore of Island Lake, and request a remediation plan with time lines to return the areas to its' natural state.

CARRIED

cont.../2

The lands have been dramatically altered. Where there was, until recently, lush forest and wildlife habitat, there is now a parking lot where nothing can grow (photo enclosed). This is in direct contravention of the *Municipal Government Act*, RSA 2000, Chapter M-26, the Summer Village's Land Use Bylaw 08-2021, the Summer Village's Reserves and Parks Bylaw 209-05 and various other authorities within the scope of Alberta Environment and Parks.

Section 671(1) of the *Municipal Government Act*, RSA 2000, c M-26 provides that "Subject to section 676(1), environmental reserve must be left in its natural state or be used as a public park." Section 671(2) provides that Municipal reserve may be used for, among other things, a public park or a public recreation area.

The following is an extract of the Summer Village's Land Use Bylaw 08-2021:

8.24 Shoreline

1. The bed and shore of Island Lake is owned by the Province of Alberta. Proposed modifications to the bed and shore (temporary or permanent) must be authorized by the Province of Alberta. Shoreline improvements (such as retaining walls, any permanent structures, waterline installations, the placing of sand or other materials on ice or beaches, clear-cutting of trees, and removing shoreline or aquatic vegetation) require provincial authorization.
2. Any proposed modifications to the bed and shore of Island Lake requires a surface disposition. This disposition shall be applied for through Alberta Environment and Parks prior to the proposed modification.
3. Wheeled or track vehicles will not be allowed on the bed and shore of Island Lake, as per Alberta Environment and Parks.
4. Temporary development and/or restoration work of the shoreline requires a Temporary Field Authorization from Alberta Environment and Parks.
5. Permanent development of the shoreline requires a formal disposition held under a Department License of Occupation from the Province of Alberta. *Water Act* approval is required prior to commencement of this work.

The Summer Village's Reserves and Parks Bylaw (Bylaw 209-05) restricts or prohibits a variety of activities with respect to reserve lands. Section 4 confirms, among other things, that the cutting of trees, or the damaging of other natural growth, is prohibited unless authorized in writing by Council, and that no structures or excavations shall be permanently or temporarily placed thereon. A copy of the Reserves and Parks Bylaw is enclosed.

Enclosed is a copy of the survey plan for your subdivision area. It shows the reserve lands between your property and the lake, and the reserve lands adjacent to your property.

Further to the photo enclosed, there has been significant alteration to the reserve lands, and there is clear violation of the Reserves and Parks Bylaw. In addition, this land alteration extends past the reserve lands and onto the bed and shore of the lake, being Crown lands. Alberta Environment and Parks has been notified of the issue in respect of the lands within their jurisdiction.

Please provide our office by Monday, March 7th, 2022, with a comprehensive remediation plan along with timelines to return the areas to their natural state and remove all encroachments. For certainty, the remediation plan is subject to the Summer Village's review and approval. No implementation work is to be undertaken until the Summer Village has approved the remediation plan, including, if necessary, after consulting with Alberta Environment and Parks. Permits from Alberta Environment and Parks will be required for any restoration work affecting the bed and shore and such approvals must also be obtained prior to any work being commenced.

If a satisfactory reply is not received by March 7th, 2022, this matter will be placed on the March 15th, 2022 Council meeting agenda for further Council direction. Should you have further questions or concerns, please contact our Development Officer, Tony Sonnleitner at (780)718-5479 or pcm1@telusplanet.net. Thank you in advance for your cooperation.

Sincerely,

 Wendy Wildman
Chief Administrative Officer,
Summer Village of Island Lake

c.c. Island Lake Council
Tony Sonnleitner, Development Officer

Enclosures:

- Photo
- Survey Plan
- Copy of Bylaw 209-05

43

Photograph of the subject lands, Plan 763 TR, Block 1, 33R, taken by the Development Officer on October 14, 2021.



ISLAND LAKE

PLAN

SHOWING SUBDIVISIC

FO

Part of S.W. 1/4 SEC. 2, TP. 68,

ISLAND LAKE - ALE

2.

By

Wm. J. IWASCHUK, A.L.S.

SCALE: 1 in. = 100 ft.

LEGEND

Stetsony line Survey Points found are shown thus:
Stetsony line Survey Points planted are shown thus:
All distances along curved boundaries are ARC distances.
Tree bars planted at all LaS Comers unless shown otherwise.
Area to be replanted by method of seed and seedlings 422.390

SIGNS

Change

I, James A. Cassel, of the City of Chicago, in the County of Cook, State of Illinois, do hereby certify that the foregoing is a true and correct copy of the original as the same appears in the files of the City of Chicago.

James A. Cassel
 City Clerk Chicago, Ill.
 His Office on 18 June, 1964

Colleen B. Blum
A Commissioner for Deeds in and for the Province of Alberta

CANADIAN ENGINEERING SURVEYS CO. LTD.

CANADIAN ENGINEERING SURVEYS CO. LTD.

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U.S. MANAGEMENT SYSTEMS LTD.

CANADIAN ENGINEERING SURVEYS I
10275 JASPER AVE., EDMONTON - ALBERTA

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

BYLAW NO. 209-05

- 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 – Name of Bylaw

This Bylaw shall be known as "The Reserves and Parks Bylaw"

Section 2 – Purpose of this Bylaw

The purpose of this Bylaw is to protect municipally owned reserves and parks.

Section 3 – Definitions

In this Bylaw the following terms (unless the context specifically requires otherwise) shall have the following meanings:

- a) "Council" means the Council of the Summer Village of Island Lake
- b) "Peace Officer" means a member of the Royal Canadian Mounted Police, a Special Constable, or a Bylaw Enforcement Officer.
- c) "Person" means any person, individual, owner, public body, society, firm or partnership.
- d) "Reserve" means any area designated as a public reserve, community reserve, environmental reserve, or park, title to which is vested in the Summer Village of Island Lake.
- e) "Structure" means buildings, sheds, fences, tree houses, swings and similar installations.
- f) "Summer Village" means the Summer Village of Island Lake.
- g) "Vehicle" means a motor vehicle as defined in the Alberta Traffic Safety Act

Section 4 – Reserves and Parks Protection – Uses and Restrictions

- a) No camping is permitted in any reserve or park.
- b) No fires of any type are permitted in or on any reserve, park, road or pathway.
- c) The cutting of brush or trees, or the damaging of other natural growth, is prohibited in any reserve or park unless authorized in writing by Council.
- d) Council may prohibit 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) No person shall deposit waste of any nature or kind in, or on, any reserve, park, road or pathway.
- f) No games or activities that may be dangerous to the health and safety of others are permitted in, or on, any reserve, park, road or pathway.
- g) No structures or excavations shall be permanently or temporarily placed on any reserve, park, road or pathway.

- h) No person or persons shall interfere with the natural flow of water or with wildlife in any reserve or park.
- i) No person or persons shall behave in a noisy and abusive manner or be in the possession of alcohol in or on any reserve, park, road or pathway.

Section 5 – Severability

- a) 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) 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.
- b) 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".
- c) Penalties set out in Schedule "A" may be amended from time to time by a resolution of Council.

READ A FIRST TIME THIS 27 DAY OF May, 2005,

READ A SECOND TIME THIS 27 DAY OF May 2005,

BY UNANIMOUS CONSENT OF ALL COUNCIL MEMBERS PRESENT,
READ A THIRD AND FINAL TIME AND FINALLY PASSED THIS 27
DAY OF May 2005

SUMMER VILLAGE OF ISLAND LAKE

Mayor, BRUCE MCINTOSH

Administrator, LORRAINE ROBERTSON

Schedule "A" to Bylaw 209-05 – 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

PENALTIES FOR FIRST OFFENCE

<u>Offence</u>	<u>Section</u>	<u>Fine</u>
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-c)	\$100.00
Games or activities 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 an noisy and abusive manner or being in possession of alcohol in or on any reserve, park, road or pathway.	4 i)	\$100.00

PENALTIES FOR SECOND OFFENCE

The penalties for second offence are double of the first offence fines

The penalties for the third and subsequent offences will be \$1000.00 per charge

FEBRUARY 15th, 2022 TO DO LIST

- Ensure January 18th, 2022 minutes and February 7th, 2022 Special Meeting Minutes are signed, sealed, placed in minute book and posted on website **DONE**
- Ensure that Bylaw 01-2022, Control of Vehicle, Animal & Pedestrian Traffic is posted on website and notification is sent out to residents via All-Net and social media for feedback **DONE**
- Defer Cap. Regional Assessment Services Commission for provision of Assessment Review Board Services until Admin hears back from Athabasca County; ensure that this is on the Agenda for March either way for approval **ON AGENDA FOR APPROVAL (CRASC)**
- Advise Northern Lights Library System that IL supports 2022 budget **DONE**
- Follow up with New West Public Affairs re: Rogers-Shaw Merger re: improving network infrastructure and connectivity in IL for April meeting **ONGOING**
- Amend 2022 draft budget as discussed and bring back to next meeting **ONGOING**
- Follow up on letter to 231 Lakeshore resident re: encroachment and if not responded to by March 7th, place on March agenda for further direction **DONE**
- Advertise March 15th as zoom only **DONE**
- Ensure Jane Dauphinee is scheduled to attend March meeting for LUB discussion and possibly annexation discussion **DONE**
- Invite auditor to next meeting to present draft 2021 audited financial statements if ready **DONE AND PENDING**
- Invite Robert Smith, Regional Waste Commission to a future meeting (Alan to do) **ONGOING**



ALBERTA
TRANSPORTATION

Office of the Minister

January 12, 2022

AR 87759

His Worship Chad Newton
Mayor
Summer Village of Island Lake
PO Box 8
Alberta Beach, AB T0E 0A0

Dear Mayor Newton:

Congratulations on your election as Mayor of Summer Village of Island Lake.

As Minister of Transportation, I look forward to working with you to build resilient, connected, and healthy communities by supporting construction and maintenance of critical local infrastructure, and by partnering to develop strategies that enhance road safety.

Now more than ever, dedicated service to the public is of vital importance as together we face one of the most difficult times in Alberta's history. Strong collaboration between our respective levels of government will be key as we prepare for a strong recovery, and continued economic development through an effective and robust transportation network.

Congratulations again. I wish you every success in leading your community over the next four years.

Sincerely,

Rajan Sawhney
Minister of Transportation

49



ALBERTA
TRANSPORTATION

Office of the Minister

January 12, 2022

AR 87759

Alan Fisher
Summer Village of Island Lake
PO Box 8
Alberta Beach, AB T0E 0A0

Dear Councillor Fisher:

Congratulations on your election as Councillor of Summer Village of Island Lake.

As Minister of Transportation, I look forward to working with you to build resilient, connected, and healthy communities by supporting construction and maintenance of critical local infrastructure, and by partnering to develop strategies that enhance road safety.

Now more than ever, dedicated service to the public is of vital importance as together we face one of the most difficult times in Alberta's history. Strong collaboration between our respective levels of government will be key as we prepare for a strong recovery, and continued economic development through an effective and robust transportation network.

Congratulations again. I wish you every success in leading your community over the next four years.

Sincerely,

Rajan Sawhney
Minister of Transportation

50



ALBERTA
TRANSPORTATION

Office of the Minister

January 12, 2022

AR 87759

John Wasmuth
Summer Village of Island Lake
PO Box 8
Alberta Beach, AB T0E 0A0

Dear Councillor Wasmuth:

Congratulations on your election as Councillor of Summer Village of Island Lake.

As Minister of Transportation, I look forward to working with you to build resilient, connected, and healthy communities by supporting construction and maintenance of critical local infrastructure, and by partnering to develop strategies that enhance road safety.

Now more than ever, dedicated service to the public is of vital importance as together we face one of the most difficult times in Alberta's history. Strong collaboration between our respective levels of government will be key as we prepare for a strong recovery, and continued economic development through an effective and robust transportation network.

Congratulations again. I wish you every success in leading your community over the next four years.

Sincerely,

Rajan Sawhney
Minister of Transportation

51



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister

MLA, Calgary-Hays

February 24, 2022

Dear Chief Elected Officials:

I am writing to share information with you about *Budget 2022*, which my colleague, the Honourable Travis Toews, has tabled in the Alberta legislature. You will find below some details about Budget 2022 that are most closely related to Alberta Municipal Affairs and the Alberta municipalities that we all continue to serve.

Alberta's government is investing approximately \$980 million overall to build stronger communities across our province. These funds will continue to deliver important programs and services, support effective governance, and protect public safety. Alberta is moving forward to a time of economic recovery and prosperity, where Albertans have opportunities to build their skills, pursue their passions, and support themselves and their families. That's why we are continuing to provide significant infrastructure funding in the near term to support our economic recovery, even as we help municipalities adjust to new funding levels.

As we discussed last year, Municipal Sustainability Initiative (MSI) capital funding is averaging \$722 million a year for three years, from 2021-2024. We front-loaded MSI funding for 2021-22 to a total of approximately \$1.2 billion, to help municipalities recover from the pandemic and provide flexibility to ensure priority capital projects could continue. As a result, MSI funding for 2022 and 2023 has been reduced proportionately to \$485 million each year. Additionally, municipalities and Metis Settlements will continue to receive \$30 million under the operating component of the MSI program.

The goal of this strategic, multi-year funding approach is to prepare for implementation of the Local Government Fiscal Framework in 2024-25. Our government passed the *Local Government Fiscal Framework (LGFF) Act*, paving the way for Municipal Affairs to establish a predictable, reliable, long-lasting funding arrangement with Alberta municipalities that is tied to provincial revenues. Baseline funding for the first year of the LGFF in 2024-25 will remain at \$722 million, equivalent to the current three-year average funding level of MSI. The estimated 2022 MSI allocations are available on the program website here.

As you are also aware, the federal Gas Tax Fund changed its name and is now called the Canada Community-Building Fund (CCBF). Fortunately, the level of funding for Alberta has not changed, and we anticipate receiving approximately \$255 million from this federal fund again this year. The estimated 2022 CCBF allocations are available on the program website here.

.../2

52

MSI and CCBF program funding is subject to the Legislative Assembly's approval of Budget 2022. Individual allocations and 2022 funding are subject to ministerial authorization under the respective program guidelines. Federal CCBF funding is also subject to confirmation by the Government of Canada. You should anticipate receiving letters confirming MSI and CCBF funding commitments in April.

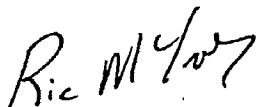
I am pleased to inform you that funding in support of local public library boards will continue to remain stable, helping to deliver important literacy resources to Albertans. We are also maintaining equivalent levels of operational funding for other services, such as the Land and Property Rights Tribunal.

As we all look to the time ahead, I can tell you that Alberta's government understands the challenges and the opportunities that are facing Alberta communities. As we continue to recover from the pandemic and prepare for economic growth, Municipal Affairs remains committed to providing sustainable levels of capital funding, to promoting economic development, and to supporting local governments as they deliver programs and services that Albertans need.

Alberta is moving forward to a prosperous financial future, and Albertans are doing their part to get us there. Alberta's government will do its part by sticking to our fiscal plan. We will continue our disciplined spending to maintain balance, and we will continue to respect Albertans' tax dollars by keeping our spending in line with other provinces.

With our eyes on these goals, we will move forward to a bright, thriving, and prosperous future where Alberta firmly secures our place as the economic engine of our nation.

Sincerely,

A handwritten signature in black ink, appearing to read "Ric McIver", with a stylized flourish at the end.

Ric McIver
Minister

53

Municipality	Capital Funding (including BMTG)	Operating Funding	Total Funding
HALKIRK	54,888	25,419	80,307
HAY LAKES	87,914	40,754	128,668
HEISLER	58,001	30,296	88,297
HILL SPRING	59,331	22,716	82,047
HINES CREEK	72,536	49,362	121,898
HOLDEN	74,985	49,947	124,932
HUGHENDEN	63,997	38,782	102,779
HUSSAR	61,205	24,203	85,408
INNISFREE	62,920	36,768	99,688
IRMA	89,862	42,129	131,991
KITSCOTY	132,333	66,891	199,224
LINDEN	119,527	38,772	158,299
LOMOND	58,816	30,942	89,758
LONGVIEW	75,211	15,985	91,196
LOUGHEED	66,409	40,233	106,642
MANNVILLE	114,066	98,762	212,828
MARWAYNE	96,804	76,165	172,969
MILO	54,910	13,612	68,522
MORRIN	64,125	38,504	102,629
MUNSON	62,406	24,398	86,804
MYRNA	71,642	48,620	120,262
NAMPA	79,633	16,238	95,871
PARADISE VALLEY	59,515	32,251	91,766
ROCKYFORD	72,488	31,119	103,607
ROSALIND	61,201	33,257	94,458
ROSEMARY	76,385	54,448	130,833
RYCROFT	101,768	32,473	134,241
RYLEY	86,425	63,577	150,002
SPRING LAKE	119,970	18,921	138,891
STANDARD	78,416	16,159	94,575
STIRLING	152,735	144,017	296,752
VETERAN	63,410	38,252	101,662
VILNA	67,233	43,573	110,806
WARBURG	110,814	92,582	203,396
WARNER	75,919	52,217	128,136
WASKATENAU	64,150	26,207	90,357
YOUNGSTOWN	57,940	29,714	87,654
Summer Villages			
ARGENTIA BEACH	43,509	4,722	48,231
BETULA BEACH	32,044	3,210	35,254
BIRCH COVE	31,309	4,615	35,924
BIRCHCLIFF	67,798	10,419	78,217
BONDISS	43,317	8,386	51,703
BONNYVILLE BEACH	36,239	6,998	43,237
BURNSTICK LAKE	31,861	3,144	35,005
CASTLE ISLAND	29,895	2,727	32,622
CRYSTAL SPRINGS	43,468	5,932	49,400
GHOST LAKE	39,541	7,172	46,713
GOLDEN DAYS	57,031	9,473	66,504
GRANDVIEW	48,552	8,818	57,370
GUILF LAKE	54,232	9,221	63,453
HALF MOON BAY	36,773	4,919	41,692
HORSESHOE BAY	33,469	6,211	39,680
ISLAND LAKE	59,174	9,575	68,749
ISLAND LAKE SOUTH	33,889	5,639	39,528
ITASKA BEACH	34,640	3,780	38,420
JARVIS BAY	71,705	10,636	82,341
KAPASIWIN	33,130	2,997	36,127
LAKEVIEW	31,324	3,858	35,182

Municipality	2023 Allocation Estimates	
	MSI Capital Component (including BMTG)	MSI Operating Component
MANNVILLE	\$114,066	\$98,762
MARWAYNE	\$96,804	\$76,165
MILO	\$54,910	\$13,612
MORRIN	\$64,125	\$38,504
MUNSON	\$62,406	\$24,398
MYRNAM	\$71,642	\$48,620
NAMPA	\$79,633	\$16,238
PARADISE VALLEY	\$59,515	\$32,251
ROCKYFORD	\$72,488	\$31,119
ROSALIND	\$61,201	\$33,257
ROSEMARY	\$76,385	\$54,448
RYCROFT	\$101,768	\$32,473
RYLEY	\$86,425	\$63,577
SPRING LAKE	\$119,970	\$18,921
STANDARD	\$78,416	\$16,159
STIRLING	\$152,735	\$144,017
VETERAN	\$63,410	\$38,252
VILNA	\$67,233	\$43,573
WARBURG	\$110,814	\$92,582
WARNER	\$75,919	\$52,217
WASKATENAU	\$64,150	\$26,207
YOUNGSTOWN	\$57,940	\$29,714
Summer Villages		
ARGENTIA BEACH	\$43,509	\$4,722
BETULA BEACH	\$32,044	\$3,210
BIRCH COVE	\$31,309	\$4,615
BIRCHCLIFF	\$67,798	\$10,419
BONDISS	\$43,317	\$8,386
BONNYVILLE BEACH	\$36,239	\$6,998
BURNSTICK LAKE	\$31,861	\$3,144
CASTLE ISLAND	\$29,895	\$2,727
CRYSTAL SPRINGS	\$43,468	\$5,932
GHOST LAKE	\$39,541	\$7,172
GOLDEN DAYS	\$57,031	\$9,473
GRANDVIEW	\$48,552	\$8,818
GULL LAKE	\$54,232	\$9,221
HALF MOON BAY	\$36,773	\$4,919
HORSESHOE BAY	\$33,469	\$6,211
ISLAND LAKE	\$59,174	\$9,575
ISLAND LAKE SOUTH	\$33,889	\$5,639
ITASKA BEACH	\$34,640	\$3,780
JARVIS BAY	\$71,705	\$10,636

55



Development Services

Summer Village of Island Lake

Box 2945, Stony Plain, AB., T7Z 1Y4

Phone (780) 718-5479 Fax (866) 363-3342 Email: pcm1@telusplanet.net

February 10, 2022

File: 22DP02-04

**Re: Development Permit Application No. 22DP02-04
Plan 3857 KS, Block 16, Lot 13 : 200 Lakeshore Drive South (the "Lands")
R1 – Residential – Small Lot District : Summer Village of Island Lake**

APPROVAL OF DEVELOPMENT PERMIT

You are hereby notified that your application for a development permit with regard to the following:

**CONSTRUCTION OF A SINGLE DETACHED DWELLING (83.17 SQ. M.),
UTILIZATION OF EXISTING WELL AND SEPTIC SYSTEM OR
INSTALLATION OF A WATER SUPPLY AND SEPTIC SYSTEM**

has been **APPROVED** subject to the following conditions:

1- All municipal taxes must be paid.

2- SEPTIC SYSTEM:

Approval of any plans or installation standards for an on-parcel sewage collection system by an approved Plumbing Inspector. The on-site sewage disposal system shall comply with the Private Sewage Systems Standard of Practice - 2015 as adopted by legislation for use in the Province of Alberta.

3- WATER SUPPLY:

The Well shall be drilled in conformance with Alberta's Water Act (the Act) and Water (Ministerial) Regulations (the "Regulations") that regulate water well drilling activities in the Province of Alberta. Certification provided by a professional engineer or certified hydrologist or certified plumbing inspector attesting an adequate flow of water of potable quality

4- Two (2) Off-Street parking spaces must be provided on site.

5- The applicant shall display for no less than twenty-one (21) days after the permit is issued, in a conspicuous place on the site or on streets abutting the site, the enclosed notice.

6- The applicant shall provide a certified copy of plan of subdivision to determine all easements and restrictive covenants on the parcel, and 8.5 X 11 copies of site plans of a quality satisfactory to the Development Officer.



Development Services

Summer Village of Island Lake

Box 2945, Stony Plain, AB., T7Z 1Y4

Phone (780) 718-5479 Fax (866) 363-3342 Email: pcm1@telusplanet.net

- 7- The applicant shall obtain and adhere to the requirements where applicable, from the appropriate authority, permits relating to demolition, building, electricity, plumbing and drainage, and all other permits required in connection with the proposed development.
- 8- **The applicants are required to have a Real Property Report (RPR), prepared and signed by an Alberta Land Surveyor, and submitted to the Development Officer. The RPR is to be completed at foundation stage and prior to commencement of framing of the development, for evaluating the compliance of the development against all Land Use regulations relating to the building(s) that are the subject of this development permit application, including the ground floor elevation.**
- 9- The applicant shall be financially responsible during construction for any damage by the applicant, his servants, his suppliers, agents or contractors, to any public or private property.
- 10- The applicant shall prevent excess soil or debris from being spilled on public streets and lanes; and shall not place soil or any other material on adjacent properties without permission in writing from adjacent property owners.
- 11- **The improvements take place in accordance with the plans and sketch submitted as part of the permit application, including:**
 - **Plot Plan prepared by Don Wilson Surveys, dated January 19, 2022;**
 - **Front Yard setback shall be a minimum of 8.0 metres;**
 - **Side Yard setback shall comply with the requirements of the Alberta Building Code or be a minimum of 1.5 metres whichever is greater. Further, one side yard shall be a minimum of 2.4 metres to allow for access to the front yard;**
 - **Rear Yard setback shall be a minimum of 1.5 metres; and**
 - **Maximum Height shall be 9.7 metres (average grade to peak).**

Note: Please be reminded that where walls are located within 2.4 metres of the property line they shall be constructed as a fire separation of not less than 45 minutes. (Alberta Fire Code - Article 9.10.15.5).

Note: Development shall also conform to the Alberta Electrical and Communication Utility Code. A copy of TABLE 9 – Minimum Design Clearances From Wires and Conductors not Attached to Buildings, Signs and Similar Plants is attached to the permit for your information.

- 12- All improvements shall be completed within twelve (12) months of the effective date of the permit.
- 13- The site and improvements thereon shall be maintained in a clean and tidy condition during construction, free from rubbish and debris. Receptacles for the purpose of disposing of rubbish and debris shall be provided to prevent scatter of debris and rubbish.



Development Services

Summer Village of Island Lake

Box 2945, Stony Plain, AB., T7Z 1Y4

Phone (780) 718-5479 Fax (866) 363-3342 Email: pcm1@telusplanet.net

14- No person shall keep or permit to be kept in any part of a yard any excavation, storage or piling of materials required during the construction stage unless all necessary safety measures are undertaken. The owner of such materials or excavation must assume full responsibility to ensure the situation does not prevail any longer than reasonably necessary to complete a particular stage of construction.

Notes:

It is strongly recommended that the applicant(s):

- I. design and construct a building foundation drainage system adequate for the existing soil conditions.
- II. determine if there are any special considerations required for building foundation construction.
- III. provide positive grading to ensure drainage. A minimum gradient of two percent (and greater if possible) is recommended.

Should you have any questions please contact this office at (780) 718-5479.

Date Application Deemed
Complete

February 10, 2022

Date of Decision
Effective Date of
Permit

February 10, 2022

Signature of Development
Officer

March 11, 2022

Tony Sonnleitner
Development Officer for the Summer Village of Island Lake

cc Municipal Administrator, Summer Village of Island Lake
Ray Crews - Assessor

Note: An appeal of any of the conditions of approval may be made to the Subdivision and Development Appeal Board by serving written notice of appeal to the Secretary of the Subdivision and Development Appeal Board. Such an appeal shall be made in writing and shall be delivered either personally or by mail so as to reach the Clerk of the Subdivision and Development Appeal Board no later than twenty-one (21) days after the notice of decision. The appeal should be directed to this office at:

Summer Village of Island Lake
Box 8
Alberta Beach, AB T0E 0A0

and should include a statement of the grounds for the appeal and have attached an Appeal fee in the amount of \$200.00.



Development Services

Summer Village of Island Lake

Box 2945, Stony Plain, AB., T7Z 1Y4

Phone (780) 718-5479 Fax (866) 363-3342 Email: pcm1@telusplanet.net

February 18, 2022

File: 22DP03-04

**Re: Development Permit Application No. 22DP03-04
Plan 782 1866, Block 1, Lot A : 50 Tranquille Drive (the "Lands")
C – Commercial District : Summer Village of Island Lake**

APPROVAL OF DEVELOPMENT PERMIT

You are hereby notified that your application for a development permit with regard to the following:

INSTALLATION OF TWO ILLUMINATED FASCIA SIGNS.

has been **APPROVED** subject to the following conditions:

- 1- All municipal taxes must be paid.
- 2- That the applicant display for no less than twenty one (21) days after the permit is issued, in a conspicuous place on the site or on streets abutting the site, the enclosed notice.
- 3- The applicant must provide a certified copy of plan of subdivision to determine all easements and restrictive covenants on the parcel.
- 4- The applicant shall obtain and comply with the requirements, where applicable, from the appropriate authority, permits relating to building, electricity, plumbing and drainage, and all other permits required in connection with the proposed development, including a Roadside Development Permit from Alberta Transportation.
- 5- The maximum illumination level for the sign shall be 300 nits between sunset and sunrise.
- 6- The maximum level for light trespass is limited to 3.0 lux above ambient light levels when measured at a distance of 10 metres from the illuminated sign.
- 7- Arrangements, satisfactory to the Development Authority, must be in place to provide sanitary facilities for the contractors working on the site.
- 8- The applicant shall be financially responsible during construction for any damage by the applicant, his servants, his suppliers, agents or contractors, to any public or private property.
- 9- The applicant shall prevent excess soil or debris from being spilled on public streets and lanes, and shall not place soil or any other material on adjacent properties without permission in writing from adjacent property owners.

(59)



Summer Village of Island Lake

Box 2945, Stony Plain, AB., T7Z 1Y4

Phone (780) 718-5479 Fax (866) 363-3342 Email: pcm1@telusplanet.net

February 26, 2022

File: 22DP04-04

**Re: Development Permit Application No. 22DP04-04
Plan 3857 KS, Block 12, Lot 8 : 109 Lakeshore Drive South (the "Lands")
R1 – Residential – Small Lot District : Summer Village of Island Lake**

APPROVAL OF DEVELOPMENT PERMIT

You are hereby notified that your application for a development permit with regard to the following:

DEMOLITION OF AN EXISTING DWELLING, CONSTRUCTION OF A SINGLE DETACHED DWELLING (114.9 SQ. M.), DRILLING OF A WELL, AND INSTALLATION OF A SEPTIC SYSTEM.

has been **APPROVED** subject to the following conditions:

1- All municipal taxes must be paid.

2- **SEPTIC SYSTEM:**

Approval of any plans or installation standards for an on-parcel sewage collection system by an approved Plumbing Inspector. The on-site sewage disposal system shall comply with the Private Sewage Systems Standard of Practice - 2015 as adopted by legislation for use in the Province of Alberta.

3- **WATER SUPPLY:**

The Well shall be drilled in conformance with Alberta's Water Act (the Act) and Water (Ministerial) Regulations (the "Regulations") that regulate water well drilling activities in the Province of Alberta. Certification provided by a professional engineer or certified hydrologist or certified plumbing inspector attesting an adequate flow of water of potable quality

4- Two (2) Off-Street parking spaces must be provided on site.

5- The applicant shall display for no less than twenty-one (21) days after the permit is issued, in a conspicuous place on the site or on streets abutting the site, the enclosed notice.

6- The applicant shall provide a certified copy of plan of subdivision to determine all easements and restrictive covenants on the parcel, and 8.5 X 11 copies of site plans of a quality satisfactory to the Development Officer.



Summer Village of Island Lake

Box 2945, Stony Plain, AB., T7Z 1Y4

Phone (780) 718-5479 Fax (866) 363-3342 Email: pcm1@telusplanet.net

- 7- The applicant shall obtain and adhere to the requirements where applicable, from the appropriate authority, permits relating to demolition, building, electricity, plumbing and drainage, and all other permits required in connection with the proposed development.
- 8- **The applicants are required to have a Real Property Report (RPR), prepared and signed by an Alberta Land Surveyor, and submitted to the Development Officer. The RPR is to be completed at foundation stage and prior to commencement of framing of the development, for evaluating the compliance of the development against all Land Use regulations relating to the building(s) that are the subject of this development permit application, including the ground floor elevation.**
- 9- The applicant shall be financially responsible during construction for any damage by the applicant, his servants, his suppliers, agents or contractors, to any public or private property.
- 10- The applicant shall prevent excess soil or debris from being spilled on public streets and lanes; and shall not place soil or any other material on adjacent properties without permission in writing from adjacent property owners.

11- **DEMOLITION:**

The Demolition of the Existing Dwelling, including the removal demolition debris from the site, shall be completed within 90 Days of the date of validity of this permit, where this timeframe may be extended if the Development Authority deems such appropriate.

12- **The improvements take place in accordance with the plans and sketch submitted as part of the permit application, including:**

- **Plot Plan prepared by PJB Design submitted as part of the Development Permit Application, dated February 26, 2022;**
- **Front Yard setback shall be a minimum of 8.0 metres;**
- **Side Yard setback shall comply with the requirements of the Alberta Building Code or be a minimum of 1.5 metres whichever is greater. Further, one side yard shall be a minimum of 2.4 metres to allow for access to the front yard;**
- **Rear Yard setback shall be a minimum of 1.5 metres; and**
- **Maximum Height shall be 9.7 metres (average grade to peak).**

Note: Please be reminded that where walls are located within 2.4 metres of the property line they shall be constructed as a fire separation of not less than 45 minutes. (Alberta Fire Code - Article 9.10.15.5).

Note: Development shall also conform to the Alberta Electrical and Communication Utility Code. A copy of TABLE 9 – Minimum Design Clearances From Wires and Conductors not Attached to Buildings, Signs and Similar Plants is attached to the permit for your information.

- 13- All improvements shall be completed within twelve (12) months of the effective date of the permit.

61



Development Services

Summer Village of Island Lake

Box 2945, Stony Plain, AB., T7Z 1Y4

Phone (780) 718-5479 Fax (866) 363-3342 Email: pcm1@telusplanet.net

- 14- The site and improvements thereon shall be maintained in a clean and tidy condition during construction, free from rubbish and debris. Receptacles for the purpose of disposing of rubbish and debris shall be provided to prevent scatter of debris and rubbish.
- 15- No person shall keep or permit to be kept in any part of a yard any excavation, storage or piling of materials required during the construction stage unless all necessary safety measures are undertaken. The owner of such materials or excavation must assume full responsibility to ensure the situation does not prevail any longer than reasonably necessary to complete a particular stage of construction.

Notes:

It is strongly recommended that the applicant(s):

- I. design and construct a building foundation drainage system adequate for the existing soil conditions.
- II. determine if there are any special considerations required for building foundation construction.
- III. provide positive grading to ensure drainage. A minimum gradient of two percent (and greater if possible) is recommended.



Development Services

Summer Village of Island Lake

Box 2945, Stony Plain, AB., T7Z 1Y4

Phone (780) 718-5479 Fax (866) 363-3342 Email: pcm1@telusplanet.net

Should you have any questions please contact this office at (780) 718-5479.

Date Application Deemed **February 26, 2022**

Complete

Date of Decision **February 26, 2022**

Effective Date of

Permit **March 27, 2022**

Signature of Development
Officer

Tony Sonleitner
Development Officer for the Summer Village of Island Lake

cc Municipal Administrator, Summer Village of Island Lake
Ray Crews - Assessor

Note: An appeal of any of the conditions of approval may be made to the Subdivision and Development Appeal Board by serving written notice of appeal to the Secretary of the Subdivision and Development Appeal Board. Such an appeal shall be made in writing and shall be delivered either personally or by mail so as to reach the Clerk of the Subdivision and Development Appeal Board no later than twenty-one (21) days after the notice of decision. The appeal should be directed to this office at:

Summer Village of Island Lake
Box 8
Alberta Beach, AB T0E 0A0

and should include a statement of the grounds for the appeal and have attached an Appeal fee in the amount of \$200.00.



Development Services

Summer Village of Island Lake

Box 2945, Stony Plain, AB., T7Z 1Y4

Phone (780) 718-5479 Fax (866) 363-3342 Email: pcm1@telusplanet.net

10- That all improvements shall be completed within twelve (12) months of the effective date of the permit.

11- The improvements take place in accordance with the plans and sketch submitted as part of the permit application.

12- The site and improvements thereon shall be maintained in a clean and tidy condition during construction, free from rubbish and debris. Receptacles for the purpose of disposing of rubbish and debris shall be provided to prevent scatter of debris and rubbish.

13- No person shall keep or permit to be kept in any part of a yard any excavation, storage or piling of materials required during the construction stage unless all necessary safety measures are undertaken. The owner of such materials or excavation must assume full responsibility to ensure the situation does not prevail any longer than reasonably necessary to complete a particular stage of construction.

14- The applicant is responsible for designing and constructing a building foundation drainage system adequate for the existing soil conditions.

Should you have any questions please contact this office at (780) 718-5479.

Date Application Deemed **February 18, 2022**

Complete

Date of Decision **February 18, 2022**

Effective Date of

Permit

March 19, 2022

Signature of Development
Officer

Tony Sonnleitner

Development Officer for the Summer Village of Island Lake

cc Municipal Administrator, Summer Village of Island Lake
Ray Crews - Assessor

Note: An appeal of any of the conditions of approval may be made to the Subdivision and Development Appeal Board by serving written notice of appeal to the Secretary of the Subdivision and Development Appeal Board. Such an appeal shall be made in writing and shall be delivered either personally or by mail so as to reach the Clerk of the Subdivision and Development Appeal Board no later than twenty-one (21) days after the notice of decision. The appeal should be directed to this office at:

Summer Village of Island Lake
Box 8
Alberta Beach, AB T0E 0A0

and should include a statement of the grounds for the appeal and have attached an Appeal fee in the amount of \$200.00.

FOREST RESOURCE IMPROVEMENT ASSOCIATION

OF ALBERTA ("FRIAA")
P.O. BOX 11094, MAIN POST OFFICE
EDMONTON, AB T5J 3K4
Tel: (780) 429-5873 Fax: (780) 429-4026

CANADIAN IMPERIAL BANK OF COMMERCE
COMMERCE PLACE
10102 JASPER AVE.
EDMONTON, ALBERTA T5J 1W5

001175

CHEQUE NO.

1175



DATE

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PAY

**Twenty Four Thousand Eight Hundred Seventy Seven and 95/100

\$**24,877.95

TO THE
ORDER
OF

Summer Village of Island Lake
Box 8
Alberta Beach, AB T0E 0A0
Canada

Comment: FFP-20-49 Final

FOREST RESOURCE IMPROVEMENT ASSOCIATION
OF ALBERTA ("FRIAA")

PER

PER

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SECURITY FEATURES INCLUDED - SEE REVERSE
CONTENU DES CARACTÉRISTIQUES DE SÉCURITÉ - VOIR À L'ENVERS
S1067

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Canadian
Heritage

Patrimoine
canadien

February 22, 2022

Heather Luhtala
Grant Funding Coordinator
SUMMER VILLAGE OF ISLAND LAKE
Post Office Box 8
Alberta Beach, AB
T0E 0A0

Title: Celebrate Canada Funding Application

Dear Heather Luhtala:

On behalf of the Minister of Canadian Heritage, it is my pleasure to inform you that your application for funding has been approved.

A grant in the amount of \$680 will be awarded to help your organization carry out its activities, under the Celebration and Commemoration Program, Celebrate Canada Component. This funding will be allocated over one government fiscal year 2022-2023 and will be subject to certain terms and conditions, the appropriation of funds by Parliament, and the budget levels of the Program.

One of our program representatives may be in contact with you in the near future to review the terms and conditions related to this funding. As you may already know, the Government of Canada is committed to promoting workplaces free from harassment, abuse and discrimination. I would like to seize this opportunity to remind you of your responsibility to provide a work environment where harassment, abuse and discrimination are not tolerated.

In closing, I would like to take this opportunity to wish you and the members of your organization the greatest success in your endeavours.

Sincerely,

David R. Burton
Regional Director General
Canadian Heritage



Summer Village of Island Lake

Box 8, Alberta Beach, Alberta T0E 0A0

Phone: 1-780-967-0271 Fax 1-780-967-0431

Email: svislandlake@wildwillowenterprises.com

Summer Village of Island Lake Report to Council

Meeting: March 15, 2022 - Regular Council Meeting

Originated By: Tony Sonnleitner, Development Officer, Summer Village of Island Lake.

Recent Development Applications:

22DP02-04 **Plan 3857 KS, Block 16, Lot 13 : 200 Lakeshore Drive South (the "Lands")**

CONSTRUCTION OF A SINGLE DETACHED DWELLING (83.17 SQ. M.),
UTILIZATION OF EXISTING WELL AND SEPTIC SYSTEM OR
INSTALLATION, OF A WATER SUPPLY AND SEPTIC SYSTEM.

22DP03-04 **Plan 782 1866, Block 1, Lot A : 50 Tranquille Drive (the "Lands")**

INSTALLATION OF TWO ILLUMINATED FACIA SIGNS

22DP04-04 **Plan 3857 KS, Block 12, Lot 8 : 109 Lakeshore Drive South (the "Lands")**

DEMOLITION OF AN EXISTING DWELLING, CONSTRUCTION OF A
SINGLE DETACHED DWELLING (114.9 SQ. M.), DRILLING OF A WELL
AND INSTALLATION OF A SEPTIC SYSTEM.

Subdivision Applications:

Bylaw 03-2022 **Plan 3857 KS, Block 16, Lot 20 and Lot 21 : 184 and 186 Lakeshore Drive South (the "Lands")**

CONSOLIDATION OF PARCELS BY BYLAW

Regards,

Tony Sonnleitner, Development Officer, Summer Village of Island Lake
Attach.

cc: Wendy Wildman, Municipal Administrator, Summer Village of Island Lake

114785

March 3, 2022

Dear Stakeholder:

As a valued partner in the sustainable management of Alberta's environment and natural resources, I would like to update you on recent changes to the executive team at Alberta Environment and Parks (AEP). I am pleased to announce the appointment of three new Assistant Deputy Ministers (ADMs) who will lead the department's Policy, Lands, and Strategy and Governance divisions. The new additions to my executive team include:

Brian Makowecki, ADM, Lands Division

Brian has more than 20 years of experience with both provincial and federal governments in a range of environment portfolios. In his most recent role as Executive Director of the Lands Planning branch, Brian led the development of the Moose Lake Access Management Plan, caribou range planning and the modernization of Crown land management. In his new role, Brian is responsible for delivering an integrated approach to management of provincial Crown land, including the development and implementation of land policy and programs; land and environmental planning; cumulative effects management; and operational implementation. Brian can be reached by email at brian.makowecki@gov.ab.ca.

Kate Rich, ADM, Policy Division, and Stewardship Commissioner

Kate has extensive knowledge of and experience with leading the development of policy related to climate change and water management, including executive leadership experience in regional land-use planning. In her new role, Kate is responsible for the overall integration of AEP's policy agenda, and legislative, cabinet and policy systems coordination. This includes a lead role in air, climate, waste and water policy. In addition, Kate is the Stewardship Commissioner in the Government of Alberta's Land Use Secretariat, leading implementation of the Land Use Framework and associated *Alberta Land Stewardship Act* accountabilities. Kate can be reached by email at kate.rich@gov.ab.ca.

Jamie Curran, ADM, Strategy and Governance Division

Jamie joins AEP from Alberta Agriculture, Forestry and Rural Economic Development where he held ADM roles in trade and investment, industry development, rural development, food processing, food safety, and crops and livestock. In his new role, Jamie is responsible for delivering the department's intergovernmental, Indigenous and community engagement and environmental education programs. In addition, Jamie leads the department's external partnerships with agencies, boards and commissions, and delivers client services for field services operational responsibilities. Jamie can be reached by email at jamie.curran@gov.ab.ca.

(68)

1

Brian, Kate and Jamie will work alongside their fellow executive team ADMs who will continue to lead their current divisions:

- Darrell Dancause, ADM and Senior Financial Officer, Financial Services (darrell.dancause@gov.ab.ca)
- Shane Schreiber, ADM, Parks Operations (shane.schreiber@gov.ab.ca)
- Stacey Smythe, ADM, Regulatory Assurance (stacey.smythe@gov.ab.ca)
- Tom Davis, ADM, Resource Stewardship (tom.davis@gov.ab.ca)
- Dr. Jonathan Thompson, Chief Scientist (jonathan.thompson@gov.ab.ca)

My executive team is committed to working alongside stakeholders and all Albertans to achieve our shared goals of a healthy and clean province where Albertans are leaders in environmental conservation and protection, and enjoy sustainable economic prosperity, quality of life and outdoor recreation opportunities. I encourage you to connect with any of the ADMs in AEP if you have any questions or concerns about the priorities we are pursuing to achieve this government's goals.

Please feel free to share this update within your organization.

Sincerely,



Bev Yee
Deputy Minister

cc: Brian Makowecki, ADM, Lands, AEP
Kate Rich, ADM, Policy, and Stewardship Commissioner, AEP
Jamie Curran, ADM, Strategy and Governance, AEP
Darrell Dancause, ADM and Senior Financial Officer, Financial Services, AEP
Shane Schreiber, ADM, Parks Operations, AEP
Stacey Smythe, ADM, Regulatory Assurance, AEP
Tom Davis, ADM, Resource Stewardship, AEP
Dr. Jonathan Thompson, Chief Scientist, AEP