

SUMMER VILLAGE OF ISLAND LAKE

AGENDA

Tuesday, February 21st, 2023

Via Zoom – 5:00 p.m.

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)	February 21 st , 2023 Regular Council Meeting <i>(that Council approve as is or with additions/deletions as amended)</i>
3.	<u>Minutes:</u> Pages 1-4	a)	January 17 th , 2023 Council Meeting Minutes <i>(that Council approve as is or as amended)</i>
4.	<u>Appointments or Delegation</u> Page 5	a)	<p>5:15 p.m. Brian Hall, Vice Chair, Greater North Foundation – Capital Reserve – the attached Capital Reserve request letter of November 15th, 2022 was presented to Council at the December 17th, 2022 meeting. At that time, Administration was directed to invite a representative from the Greater North Foundation to a future meeting to outline what impact, if any, this capital reserve would have on the Summer Village.</p> <p><i>(that the Council of the Summer Village of Island Lake approves the establishment of a reserve fund by the Greater North Foundation as outlined in the Alberta Housing Act and Management Body Operation and Administration Regulation)</i></p> <p><i>(that the information provided by Brian Hall, Vice Chair of the Greater North Foundation be accepted as presented)</i></p> <p><i>(some other direction as given by Council at meeting time)</i></p>
5.	<u>Public Hearings</u>	a)	N/A
6.	<u>Bylaws</u> Bylaw 07-2022 Community Peace Officer & Enforcement Services Pages 6-12	a)	Further to previous discussion and direction, Bylaw 07-2022, being a Bylaw for the provision of Community Peace Officer & Enforcement Services is attached for approval. This Bylaw is not only a requirement according to a legislative gap in our MAP review, but is also necessary to engage the services of Athabasca County for enforcement services. When this Bylaw was reviewed last meeting, concern revolved around what Acts the Community Peace Officers would have jurisdiction to enforce within the Summer Village Boundaries. The Memorandum of Agreement with the County is attached. The Bylaw specifically references and covers off those Acts as outlined. The Bylaw has been vetted by Kevin Rowan, Enforcement Services for Athabasca County on December 1 st , 2022. Administration is requesting 2 nd and 3 rd reading in order to move forward with the services.

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			<p><i>(give 2nd reading as presented or amended, give 3rd and final reading as presented or amended – or some other direction as given by Council at meeting time)</i></p> <p><i>(some other direction as given by Council at meeting time)</i></p>
7.	<u>Business</u> Pages 13-78	a)	<p>Mutual Fire Control Plan – Nancey Havenga, Wildlife Technologist, Lac La Biche Fire Centre has forwarded a new Mutual Aid Fire Control Plan for Council consideration. The period of the Agreement is March 1st, 2023 to February 28th, 2025. She has advised that the content more or less remains the same (updated contacts etc). The rates have changed somewhat and I have included a copy of the comparative rates from the 2021 agreement to the new agreement for your consideration (pages 77-78).</p> <p><i>(that Council authorize execution of the Mutual Aid Fire Control Plan between the Summer Village of Island Lake for the period of March 1st, 2023 to February 28th, 2025)</i></p> <p><i>(some other direction as given by Council at meeting time)</i></p>
		b)	<p>Development Officer Position – as Council is aware, subsequent to six weeks of advertising, we have received only one application for the DO position within the required time frame. Administration is familiar with the applicant and feels that he is qualified for this position.</p> <p><i>(that the Contract between the Summer Village of Island Lake and Real Life Management Solutions Corp and Matthew Ferris for the provision of Municipal Development Services be approved and execution authorized)</i></p> <p><i>(some other direction as given by Council at meeting time)</i></p>
		c)	<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 the 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 function, and is the Designated Officer for the following sections of the Act:</p> <p>Section 624 – Development Authority</p>

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			<i>(that pursuant to Bylaw 03-2020, Establishing Positions of CAO and Designated Officer, upon execution of the Memorandum of Agreement between the Summer Village of Island Lake and Real Life Management Solutions Corp and Matthew Ferris, that the designated officer position of the Development Officer for the Summer Village of Island Lake be established as Real Life Management Solutions Corp, designated officer Matthew Ferris)</i>
	Page 79	d)	<p>Capital Region Assessment Services Commission – Assessment Review Board appointments. Each year Council must appoint the respective Chairman, Clerk and Panelists (please see attached).</p> <p><i>(that the Summer Village of Island Lake appoint the following to the Assessment Review Board:</i></p> <p><i>ARB Chairman: Raymond Ralph</i> <i>Certified ARB Clerk: Gerry Amarin</i> <i>Certified Panelists: Darlene Chartrand, Tina Groszko, Stewart Hennig, Richard Knowles, Raymond Ralph)</i></p>
	Pages 80-81	e)	<p>Alberta Municipalities – invitation to the President's Summit on the Future of Municipal Government. This event is scheduled for March 29th and 30th, 2023 in Edmonton, followed by the Spring Municipal Leaders Caucus March 30th to 31st, 2023 in Edmonton. Registration for both events is \$350.00 for in person attendance, President's Summit only is \$200.00 and Municipal Leaders Caucus is \$200.00. Virtual attendance for Leaders Caucus is \$100.00.</p> <p><i>(that Council authorize the attendance of those Council members that wish to attend the President's Summit and/or the Municipal Leaders Caucus on March 29th – 31st, 2023 in Edmonton)</i></p>
	Page 82	f)	<p>FortisAlberta \$2,500 Grant for Environmental Initiatives – January 13th, 2023 email advising once again of the \$2,500 Grant opportunity through their Community Investment program. The first year this was offered the Summer Village received \$1,250 for planting trees in the Blue Park. Last year our application was denied.</p> <p><i>(that Council authorize Administration to proceed with an application through FortisAlberta for a Grant for Environmental Initiatives for a maximum amount of \$2,500)</i></p> <p><i>(that Council accept the information on the FortisAlberta \$2,500 Grant for Environmental Initiatives as presented)</i></p>

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	Pages 83-84	g)	Seniors Week – the Government of Alberta recognizes and honors seniors for their many contributions to Alberta and this year Seniors' week is June 5 th – 11 th , 2023. They are requesting a Community Declaration to show support and generate greater awareness of the importance of seniors in Alberta. <i>(that the Summer Village of Island Lake declare June 5th – June 11th, 2023 to be Seniors' week)</i>
		h)	2023 Draft Operating and Capital Budget – this will be our third review of the 2023 Draft Budget; discussion to take place at meeting time. An updated budget was forwarded for your review. You will note that in our information items, that your insurance has gone up \$1,140.79, and the Consumer Price Index (COL) based on the Alberta Annual Average for 2022 is 6.5%. This will affect some contracts which automatically receive the COL increase, this will be discussed in further detail with the review of the draft budget. <i>(that changes to the Draft 2023 Operating and Capital Budget be made as directed at meeting time, and that the revised draft budget be brought back to the next meeting)</i>
		i)	
8.	<u>Financial</u>	a)	Forwarded under separate cover as at January 31 st , 2023. <i>(that Council accept the income and expense statement of January 31st, 2023 as presented)</i>
9.	<u>Councillors' Reports</u>		
		a)	Mayor Newton
		b)	Deputy Mayor Fisher
		c)	Councillor Wasmuth
10.	<u>Administration Reports</u>	a) b) c)	To Do List – January 17 th , 2023 (forwarded under separate cover) SDAB Hearing Update

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11.	<u>Communication and Correspondence</u> <i>Pages 85-90</i>	a)	22DP25-04, Time Extension of Permit 21DP11-04 to relocate an existing Sea-can, Plan 7820256, Block 17, Lot 9; 26 Lakeshore Drive
	<i>Pages 91-92</i>	b)	Notification from Program Operations Branch, Employment & Social Development Canada; February 2 nd email indicating that our application for website redevelopment submitted by Kyle Davies, owner of Government Websites has been denied. The program had requested additional documentation for missing information on December 15 th , 2022; this was submitted by Mr. Davies on December 16 th , 2022, however the application was refused.
	<i>Page 93</i>	c)	2023 Annual Insurance Renewal – February 8 th , 2023 letter addressing the increase in fees for the 2023 property renewal.
	<i>Pages 94-95</i>	d)	Climate Resilience Capacity Building Program application submitted by Morrison Hershfield outlining the overview of the application being submitted on behalf of the Summer Village of Island Lake.
	<i>Pages 96-97</i>	e)	Town of Tofield, February 14 th , 2023 letter to Nadja Lacroix, Senior Manager of Inspections Gaming regarding a letter of support for the relocation of the Camrose Casino.
13.	<u>Closed Session</u>		N/A
14.	<u>Next Meeting</u>		Next Meeting is scheduled for March 21 st , 2023 at 5:00 p.m. Does Council wish this to be a zoom meeting or in person and zoom?
15.	<u>Adjournment</u>		

Next Meetings:

- March 21st, 2023
- April 18th, 2023
- May 16th, 2023
- June 20th, 2023
- July 18th, 2023
- August 15th, 2023
- September 19th, 2023

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, JANUARY 17TH, 2023
VIA TELECONFERENCE/ZOOM

Council: Mayor Chad Newton
Deputy Mayor Alan Fisher
Councillor John Wasmuth

Administration: CAO, Wendy Wildman
Administrative Assistant, Diane Wannamaker

Public at Large: 0 in person / 1 via zoom

1.	CALL TO ORDER	Mayor Newton called the meeting to order at 5:02 p.m.
2.	AGENDA 22-255	MOVED by Councillor Wasmuth that the January 17 th , 2023 Agenda be approved with the following addition: 7.b) Tax Penalty Request CARRIED
3.	MINUTES 22-256	MOVED by Deputy Mayor Fisher that the December 20 th , 2022 Council Meeting Minutes be approved as presented. CARRIED
4.	APPOINTMENTS	N/A
5.	PUBLIC HEARINGS	N/A
6.	BYLAWS 22-257 Bylaw 08-2022, Subdivision & Development Appeal Board 22-258	MOVED by Mayor Newton that Council give first reading to Bylaw 08-2022, Subdivision & Development Appeal Board, as presented. CARRIED MOVED by Councillor Wasmuth that Council give second reading to Bylaw 08-2022. CARRIED

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, JANUARY 17TH, 2023
VIA TELECONFERENCE/ZOOM

	22-259	MOVED by Mayor Newton that Bylaw 08-2022 be given unanimous consent for third reading. CARRIED UNANIMOUSLY
	22-260	MOVED by Mayor Newton that Bylaw 08-2022 be given third and final reading. CARRIED
	22-261 Bylaw 07-2022 Community Peace Officer & Enforcement Services	MOVED by Mayor Newton that Council defer second and third reading to Bylaw 07-2022, Community Peace Officer & Enforcement Services, to the next meeting CARRIED
7.	BUSINESS	
	22-262	MOVED by Deputy Mayor Fisher that Council approve the Bylaw Enforcement Policy with the following amendments: <ul style="list-style-type: none"> - add "email address" to Clauses 2.2 and 3.1 - 3.12 c) add "without disclosing the name and personal information of the complainant" - 3.16 remove "staff" and replace with CPO and CAO CARRIED
	22-263	MOVED by Mayor Newton that the Summer Village of Island Lake designate Athabasca County Peace Officer Kevin Rowan as its Peace Officer as required. CARRIED
	22-264	MOVED by Deputy Mayor Fisher that the Summer Village of Island Lake designate Athabasca County Peace Officer Jason Ollie as its Peace Officer as required. CARRIED
	22-265	MOVED by Councillor Wasmuth that the Summer Village of Island Lake appoint Athabasca County Peace Officer Kevin Rowan as a Bylaw Enforcement Officer for the Summer Village of Island Lake for the issuance of various orders under the Municipal Government Act as required. CARRIED
	22-266	MOVED by Mayor Newton that the Summer Village of Island Lake appoint Athabasca County Peace Officer Jason Ollie as a Bylaw Enforcement Officer for the Summer Village of Island Lake for the issuance of various orders under the Municipal Government Act as required. CARRIED

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, JANUARY 17TH, 2023
VIA TELECONFERENCE/ZOOM

	22-267	MOVED by Mayor Newton that changes to the Draft 2023 Operating and Capital Budget be made as directed at meeting time, and that the revised draft budget be brought back to the next meeting. CARRIED
	22-268	MOVED by Councillor Wasmuth that the request to reverse penalties on Plan 763TR, Block 2, Lot 8; tax roll 39 be denied. CARRIED
8.	FINANCIAL REPORT 22-269	MOVED by Mayor Newton that the financial report as of December 31 st , 2022 be accepted for information as presented. CARRIED
9.	COUNCIL REPORTS 22-270	MOVED by Mayor Newton that the Council reports be accepted as presented. CARRIED
10.	ADMINISTRATION REPORTS 22-271	MOVED by Mayor Newton that the Administration Reports be accepted as presented. CARRIED
11.	INFORMATION & CORRESPONDENCE 22-272	MOVED by Mayor Newton that the following correspondence be accepted for information: <ul style="list-style-type: none"> ➤ Alberta Municipalities – Elected Officials Education Program Sessions ➤ 2022 Safety Code Permits Issued Graph ➤ Fortis Alberta, December 21st, 2022 Approved Fortis Alberta 2023 Distribution Rates ➤ December 15th, 2022 Association of Summer Villages of Alberta Local Government Fiscal Framework (LGFF) Briefing Note

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, JANUARY 17TH, 2023
VIA TELECONFERENCE/ZOOM

		<ul style="list-style-type: none">➤ Letter from Honourable Mike Ellis, Alberta Public Safety & Emergency Services regarding victim services➤ Athabasca Regional Waste Management Services Commission - December 15th, 2022 Notification of 2023 Price Increase of 4% on February 1st, 2023 <p style="text-align: right;">CARRIED</p>
12.	CLOSED MEETING	N/A
13.	NEXT MEETING	Next meeting is scheduled for February 21 st , 2023 at 5:00 p.m. and will be via zoom.
14.	ADJOURNMENT	The meeting adjourned at 6:32 p.m.

Mayor, Chad Newton

Chief Administrative Officer, Wendy Wildman



GREATER NORTH FOUNDATION

PH: (780) 675-9660
1-866-679-9660
FX: (780) 609-0555

"Affordable Senior and Community Housing"

Unit 1, 3603-53rd St.
Athabasca, AB
T9S 1A9

November 15, 2022

Summer Village of Island Lake
Attention: Mayor Chad Newton
Box 8
Alberta Beach, AB T0E 0A0

Dear: Mayor Newton,

Re: Capital Reserve

The Greater North Foundation has the honor of providing seniors lodge accommodations within your geographical region.

The Foundation Directors and management, like your municipal Council, have responsibility for governance, and stewardship of the assets of the Foundation. Prudent financial management dictates that the Board establish a plan, and funding for the maintenance, replacement and renewal of the facilities of the foundation. To effectively position the Foundation for future needs the Board has identified the need for an asset management program.

The Greater North Foundation is funded in part through requisitions of municipal rate payers in accordance with the Alberta Housing Act (Sec 7a). The Foundation also has the ability to requisition to establish and maintain a reserve fund as per section 7b. As outlined in the Management Body Operation and Administration Regulation, section 23 and 23.1; prior approval from our contributing municipalities is required to establish a capital reserve requisition.

The purpose of this correspondence is to confirm the consent of your municipality for the Foundation to establish reserve funding, and ask that, if willing, pass a motion similar to the following:

The Council of _____ approves the establishment of a reserve fund by the Greater North Foundation as outlined in the *Alberta Housing Act* and *Management Body Operation and Administration Regulation*.

The Greater North Foundation Board believes that maintaining an adequate reserve will improve the foundation's position for possible government grant and/or partnerships. Customarily a financial contribution from the foundation is required to achieve an approval for grants or funding opportunities. The foundation must be competitive for funding opportunities, as many other foundations have reserves that would already meet government and grant funding requirements.

We look forward to hearing from you regarding this important request. If you wish to discuss this request further, please reach out to either me (780-212-0485) or Brian Hall, the Vice-Chair (780-213-0776), we would be excited to hear from you or meet with you to provide any further information your Council requires.

Sincerely,

Patrick Ferguson
Chair, Greater North Foundation

cc. Directors, Greater North Foundation
Wendy Wildman, CAO – SV of Island Lake

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MEMORANDUM OF AGREEMENT made in duplicate as of the 15 day of December, 2022.

BETWEEN:

ATHABASCA COUNTY

a Municipal Corporation in the Province of Alberta
(hereinafter called the "County")

OF THE FIRST PART

- and -

THE SUMMER VILLAGE OF Island Lake

a Municipal Corporation in the Province of Alberta
(hereinafter called the "Village")

OF THE SECOND PART

WHEREAS the Council of the Village has approved entering into an agreement with the County to obtain Community Peace Officer Services;

AND WHEREAS the Council of the County desires to enter into an agreement with Village to provide Community Peace Officers Services;

AND WHEREAS the County employs Community Peace Officers ("Peace Officer") to supply enforcement services to the County;

AND WHEREAS the Peace Officers employed by the County have been appointed by the Alberta Solicitor General and Public Security as having jurisdiction to enforce the following within the boundaries of the province of Alberta;

- The Animal Protection Act, Dangerous Dog Act, Environmental Protection and Enhancement Act, Part 9, Division 2, Forest and Prairie Protection Act, Forests Act, Fuel Tax Act, Gaming, Liquor and Cannabis Act, Highway Development and Protection Act, Petty Trespass Act, Provincial Administrative Penalties Act, Provincial Offences Procedure Act, Tobacco, Smoking, and Vaping Reduction Act, Traffic Safety Act and Trespass to Premises Act.

AND WHEREAS the Alberta Peace Officer's ACT, Revised Statutes of Alberta 2000, Chapter p- 3.5, requires that an agreement be entered between the County and the Village respecting the provisions of Peace Officer Services.

THEREFORE, this Agreement and parties hereto agree as follows:

1. This Agreement shall be for a term of one year, commencing on the date signed and concluding on the Anniversary date.
2. The County agrees to supply the Village Peace Officer Services through the Peace Officers employed by the County. The Peace Officer services provided to the Village;

- a) enforcement of select Provincial Statutes within the boundaries of the Village that are compatible with the Peace Officer's provincial appointment as per the Alberta Peace Officer Act, Regulations and provincial Justice and Selector General policy.
 - b) enforcement of the above listed Provincial Legislation, as amended from time to time, within the boundaries of the Village,
 - c) enforcement of the above will occur as follows:
 - i) In accordance with the County Enforcement Services Policy and Procedures Manual, as amended from time to time, the Alberta Justice and Solicitor General Peace Officer Program Policy and Procedures Manual as amended from time to time, and the Alberta Peace Officers' Act and Regulations.
 - ii) To a level of service similar to that provided by the Peace Officers to the County.
 - d) For the purposes of the applicable Provincial Statutes and Municipal Bylaws relating to the Peace Officers, The Village shall designate The County's Peace Officers as its Peace Officers as required.
 - e) The Village Chief Administrative Officer (CAO) shall appoint County Peace Officers as Bylaw Enforcement Officers for the Village for the issuance of various orders under the Municipal Government Act as required. All required Oaths shall be administered by the Village.
 - f) Both the County and the Village shall take all necessary steps to obtain any necessary Provincial approvals for the County to provide the services under this contract. The Peace Officer Appointments must include the municipal boundaries of the Village and include the Provincial Highways that run through the Village.
3. Subject to the following, the County agrees to supply Peace Officer Services as requested by the Village, subject to availability of an officer, and
- a) Any time spent during the performance of court duties or administration therein; any disciplinary or investigative proceedings stemming from any Peace Officer services in or on behalf of the Village; any time spent travelling to a specific area of concern on the Village's behalf; and any time spent on clerical duties as a result of Peace Officer services delivery in or on behalf of the Village shall be included in the calculation of hours.
 - c) While on duty to the Village, the County Peace Officer shall report to, be supervised by, and take duty assignments from the CAO of the Village or the CAO's designate.
4. It is understood that the Peace Officer Services will be scheduled to be provided during the County Enforcement Services regularly scheduled shift hours.
- a) The travel time to and from the Village shall not be calculated of time and no mileage charge assessed for travel;
 - b) If there are any additional fees to be paid by the County to enact this agreement levied by the Solicitor General Public Security and Peace Officer Program, to make the necessary

amendments for the County Peace Officer(s), then the Village agrees to reimburse the County for these fees.

5. The Village agrees to pay to the County \$100.00 per hour during the duration of this agreement.
 - a) Peace Officer Services shall be billed by the County's Account Receivable Department monthly for services were provided. The Village shall pay the billed amount within thirty days of the billing date.

Peace Officer Services called in or acting in an emergency situation in the Village, or pursuant to the activation of the Regional Emergency Management Plan, may not be subject to hourly billing at the discretion of County Council.

6. The Village shall add the County as a named insured under the Village's general liability insurance policy, for the purposes of the services provided under this Agreement. This insurance coverage shall be maintained by the Village in full force and effect throughout the currency of this Agreement.
7. The Village acknowledges that any complaint received by it with respect to the provision of Peace Officer Services by Peace Officers pursuant to this Agreement shall be immediately forward to the Director of Agriculture and Community Services of the County.
 - a) Any disciplinary action taken against the Peace Officer as a result of the complaint shall be administered by the County.
 - b) The County will advise the Village CAO in writing of the final decision or outcome of any complaint investigation resulting from the County Peace Officer(s) actions within the Village boundaries.
 - c) Should a dispute arise, the County Manager and the Village CAO will determine a resolution through discussion and consensus, or if that fails; a resolution shall be sought through a meeting with each council.
8. If the appointments of the Peace Officers from the Alberta Justice and Solicitor General Department for the jurisdiction of the County are terminated, then this Agreement will similarly immediately be terminated.
9. All fine revenue generated through this Memorandum of Agreement is to be paid to the Village.
10. Either party may terminate this agreement by giving the other party sixty (60) days' notice in writing of its intention to terminate this Agreement whereupon this Agreement shall terminate at the end of the sixty (60) day period.
 - a) Contract renewals will be available subsequent to this agreement as determined and agreed upon by both parties.

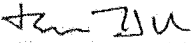
11. The representatives of the parties and the address for the notices for the purposes of this agreement are as follows:

Athabasca County
County Manager
3602-48 Avenue
Athabasca, Alberta T9S 1M8

And

Summer Village of Island Lake

IN WITNESS WHEREOF the parties have executed this Agreement as of the date first above written.




Reeve
Athabasca County



Mayor
Summer Village _____



County Manager
Athabasca County



CAO
Summer Village _____

**A BYLAW OF THE MUNICIPALITY OF THE SUMMER VILLAGE OF ISLAND LAKE, IN
THE PROVINCE OF ALBERTA, TO PROVIDE FOR A COMMUNITY PEACE OFFICER
AND ENFORCEMENT SERVICES**

WHEREAS, the *Municipal Government Act* provides that a Municipality may provide outside its Municipal boundaries any service that it provides within its Municipal boundaries in another Municipality, but only with the agreement of the other Municipality;

AND WHEREAS, the Summer Village of Island Lake has signed an agreement with Athabasca County in which Athabasca County will provide certain enforcement services to the Summer Village of Island Lake;

AND WHEREAS the *Municipal Government Act* provides that a Council may by Bylaw establish one or more positions to carry out the powers, duties or functions of a Designated Officer;

AND WHEREAS Council wishes to exercise its' authority pursuant to the *Municipal Government Act* to approve the Agreement with Athabasca County and to establish a Community Peace Officer as a Designated Officer for the purposes of enforcement services;

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

1. TITLE

- 1.1 This Bylaw may be cited as the "Community Peace Officer Designated Officer Bylaw."

2. INTERPRETATION

- 2.1 In this Bylaw, the following terms shall have the following meanings:

- a) "Bylaw" means this Community Peace Officer Designated Officer Bylaw;
- b) "CAO" means the Chief Administrative Officer for the Summer Village of Island Lake
- c) "Council" means the Municipal Council of the Summer Village of Island Lake
- d) "County" means Athabasca County;
- e) "Designated Officer" has the same meaning as defined in the *Municipal Government Act*;
- f) "Community Peace Officer Services Agreement" means the Enforcement Services Agreement between Athabasca County and the Summer Village of Island Lake
- g) "*Municipal Government Act*" means the *Municipal Government Act*, RSA 2000, cM-26 and the regulations thereunder; and
- h) "Summer Village" means the Municipal Corporation of the Summer Village of Island Lake

- 2.2 Any references in this Bylaw to any Statutes, Regulations, Bylaws or other enactments is to those Statutes, Regulations, Bylaws or other enactments as amended or replaced from time to time and any amendments thereto.
- 2.3 Whenever a singular or masculine form of a word is used in this Bylaw, it shall include the plural, feminine or neutral form of the word as the context requires.
- 2.4 The headings in this Bylaw do not form part of this Bylaw and shall not affect its' interpretation

3. ADOPTION OF ENFORCEMENT SERVICES AGREEMENT

- 3.1 The Enforcement Services Agreement is hereby adopted and incorporated a part of this Bylaw.

4. COMMUNITY PEACE OFFICER

- 4.1 The position of Community Peace Officer is hereby established.
- 4.2 The Community Peace Officer assigned from time to time by the County to provide enforcement services to the Summer Village pursuant to the Enforcement Services Agreement is the Community Peace Officer for the purposes of this Bylaw.
- 4.3 The Community Peace Officer is authorized to enforce Provincial Legislation as defined in the Enforcement Services Agreement within the Municipal Boundaries of the Summer Village and to enforce the Summer Villages' Municipal Bylaws. The Community Peace Officer is appointed as a Community Peace Officer for the Summer Village pursuant to Section 555(1) of the *Municipal Government Act*.
- 4.4 The Community Peace Officer is subject to the supervision of and accountable to the CAO except as otherwise provided for in the Enforcement Services Agreement.

5. DESIGNATED OFFICER – COMMUNITY PEACE OFFICER

- 5.1 The Community Peace Officer is authorized to carry out the following powers, duties and functions of a Designated Officer under the *Municipal Government Act*:

- | | |
|----------------|---|
| Section 420(2) | Obtaining possession of lands |
| Section 436.11 | Obtaining possession of manufactured homes |
| Section 439(2) | Preparing and issuing distress warrants and seizing goods |
| Section 532(8) | Traffic Control device removal |
| Section 542 | Entering on land to inspect, remedy and enforce Bylaws thereunder |
| Section 544 | Applying to Court of an order re: inspections |

Section 545 Issuing Order to cease contravention of any Bylaw

Section 546 Orders to remedy dangerous and unsightly property

6. GENERAL

- 6.1 Each provision of this Bylaw is independent of all other provisions. If any provision of the Bylaw is declared invalid for any reason by a Court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.

7. COMING INTO FORCE

This Bylaw shall come into effect upon the third and final reading and signing of this Bylaw.

READ a first time this 20TH day of December, 2022

READ a second time this _____ day of _____, 2023

UNANIMOUS CONSENT to proceed to third reading this _____ day of _____, 2023

READ a third and final time this _____ day of _____, 2023

Mayor, Chad Newton

Chief Administrative Officer, Wendy Wildman

2021-2023

Mutual Aid Fire Control Plan

Agriculture and Forestry, Government of Alberta

February 2019

T2019 Mutual Aid Control Plan

ISBN or ISSN, URL, and any other unique identifiers (required)

For more information regarding this content visit: <https://open.alberta.ca/dataset/3e4bccf4-6758-4e4a-bfb9-f7f063b83962/resource/d3739e94-9dd4-4514-8ba3-67ca1ebff81b/download/GoA-Publications-Guideline.pdf>

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MUTUAL AID FIRE CONTROL PLAN

This Mutual Aid Fire Control Plan is entered into by the Ministry of Agriculture and Forestry (AF), Forestry Division, hereinafter called the Division, and the Summer Village of Island Lake, hereinafter called the Municipality, under the Mutual Aid Fire Control Agreement between the Division and the Municipality dated August 26, 2002.

A. ADMINISTRATION

1. PURPOSE

The purpose of this Mutual Aid Fire Control Plan is to define operating procedures and responsibilities within the framework of the Mutual Aid Fire Control Agreement.

DIVISION:

Name: Forestry Division
Address: Box 450, Lac La Biche, AB, T0A 2C0
Phone: (780) 623-5388
Fax: (780) 623-2570

MUNICIPALITY:

Name: Summer Village of Island Lake
Address: Box 8, Alberta Beach AB, T0E 0A0
Phone: (780) 967-0271
Fax: (780) 967-0431

2. FIRE CONTROL PLAN CONTACTS

Names, addresses, and phone numbers of contact personnel for the plan:

1. Division are included in Schedule A – AF Contact List.
2. Municipality are included in Schedule B – Municipality Contact List.

3. MUTUAL AID REQUEST PROCEDURE

Requests for mutual aid will be made by the following personnel:

1. The Division authorizes request for assistance as per Schedule C.
2. The Municipality authorizes requests for assistance as per Schedule D.

The request shall be made in writing using the Mutual Aid Request form (Schedule E). A request will be evaluated by the receiving agency based on available resources and ongoing priorities within their sphere of interest. The mutual aid request will be acknowledged in writing on the Mutual Aid Request form.

4. MUTUAL AID ZONES

The attached maps, Schedule F, which form part of the Mutual Aid Fire Control Plan, outline the mutual aid zones. Requests for mutual aid within each zone will be dealt with according to the following criteria:

1. ZONE 1

Wildfire suppression within Zone 1 (Forest Protection Area) is the responsibility of the Division. Structural and facility fire is the responsibility of the Municipality. The discovering agency shall report the fire to the responsible agency immediately and will provide mutual aid assistance based on available resources and priorities within their sphere of interest.

2. ZONE 2

Wildfire and structural fire suppression within Zone 2 (Summer Village of Island Lake) is the responsibility of the Municipality. The Division will deal with requests for mutual aid assistance based on the Mutual Aid Fire Control Agreement and available resources and priorities within their jurisdiction.

5. COST RECOVERY AND INVOICING

All costs associated with mutual aid will be borne directly by the requesting agency or may be billed by the providing agency to the requesting agency as soon as time permits.

All reimbursements made under the provisions of this Plan shall be in accordance with the Forest and Prairie Protection Act, Forestry Division policy, and the policies of the Municipality and the terms of the following:

1. This Agreement incorporates by reference the Mutual Aid Fire Control Agreement between the Division and the Municipality.
2. Reimbursement to the Municipality shall be at the rates and terms established in the current printing of Wildfire Management Branch Equipment Rates, Schedule 2. The use of any specialized Municipal equipment will be reimbursed at the rates and terms included in Schedule G.
3. Reimbursement to the Division shall be at the rates and terms established in the current printing of Wildfire Management Branch Equipment Rates, Schedule 2 the use of any specialized equipment shall be reimbursed at the rates and terms included in Schedule H.

6. MEETINGS

The Division and the Municipality agree to participate in annual planning meetings to ensure that the contents of the Mutual Aid Fire Control Agreement and Mutual Aid Fire Control Plan are current and to discuss matters pertaining to: wildfire prevention, wildfire detection, wildfire operations, administration, presuppression, and training.

B. PREVENTION AND DETECTION

1. FIRE PERMIT ISSUANCE:

The Division is responsible for issuing fire permits on all lands within the Forest Protection Area. Permits will be issued by a Forest Officer and/or a Fire Guardian from the Forest Area office.

The Municipality is responsible for issuing fire permits within the corporate limits of Summer Village of Island Lake. Fire permits will be issued by the Fire Chief or Designate.

2. FIRE CONTROL ORDERS:

Fire control orders will be requested by the Division, with input from the Municipality. The Division will take the lead role in advertisement and enforcement of the fire control order on lands within the Forest Protection Area.

The Municipality will initiate fire control orders within the corporate limits of Summer Village of Island Lake with input from the Division's Forest Area Manager or his designate. The Municipality will take the lead role in advertisement and enforcement of the fire control order on noted lands.

A Fire Control Order may be requested by the Minister for Municipal lands outside the Forest Protection Area.

Both the Division and the Municipality agree to follow the Fire Ban System focused on terminology to ensure standard messaging to the public, as per Schedule L.

3. COOPERATIVE PREVENTION OPPORTUNITIES:

The Municipality and the Division may develop a joint prevention advertisement campaign that meets both the Municipality and Division needs.

4. COOPERATIVE DETECTION SHARING:

The Division will perform aerial detection during periods of high and extreme hazards on the following Municipal lands:

The Summer Village of Island Lake

The Municipality will provide ground detection through education of all Municipal staff on fire assessment and reporting procedures as outlined in this Fire Control Plan.

All fires discovered by the Division within the Summer Village of Island Lake will be reported to the **Fire Chief at 780-675-4718 or 780-689-0966.**

All fires discovered by the Municipality within the Division's sphere of interest will be reported to the **Forest Area Duty Officer at (780) 623-5245.**

5. PRESCRIBED FIRE AND HAZARD REDUCTION BURNING:

The Division will be the lead agency for all prescribed fire and hazard reduction burning on lands within the Forest Protection Area. Municipal Fire Departments may be included in these prescribed fire and hazard reduction burns to assist with operations and to serve as a cross-training exercise.

The Municipality is the lead agency for all prescribed fire and hazard reduction burning within the corporate limits of Summer Village of Island Lake. The Division may be included in the prescribed fire and hazard reduction burns to assist with planning, operations, and to serve as a cross-training exercise.

6. WILDLAND URBAN INTERFACE:

The Municipality agrees to address wildland urban interface issues within the Municipality through the application of the seven disciplines of FireSmart:

1. Public Education
2. Legislation
3. Development
4. Vegetation Management
5. Emergency Planning
6. Interagency Cooperation
7. Cross Training

The Division agrees to assist the Municipality with wildland urban interface issues through the provision of resource materials and training on the wildland urban interface disciplines and options to minimize hazards within the municipality.

C. PRESUPPRESSION

1. COOPERATIVE PRESUPPRESSION ACTIVITIES:

The Division agrees to supply fire equipment to the Municipality on a short-term loan basis during wildfire incidents within the municipality. The amount of equipment provided will be based on the request from the Municipality and the degree of hazard within the Forest Area at the time of the request. The Municipality agrees to return the equipment within 24 hours of being notified by the Division.

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The Municipality and Division, when required, agree to make facilities available to each other for presuppression activities when safe to do so and space is available.

The Municipality, if requested, should provide the Division with a copy of their Municipal Emergency Response Plan. This plan may assist with identifying unknown Values at Risk, evacuation times, critical infrastructure, etc.

As they become aware, Municipalities should report to the Division any large scale developments such as open or private camps, new campgrounds or anything that forms a new Value at Risk.

The Division, if requested, will assist the Municipality in obtaining many types of resources i.e. provide equipment listings, aircraft, crews etc, to assist the Municipality with direct hire of resources for the purposes of wildfire suppression and presuppression.

2. HAZARD AND RESOURCE INFORMATION SHARING:

The Division will provide the following information to the Municipality, when available:

1. Fire Weather Indices
2. Weather forecast
3. Pre-suppression resources
4. Fire Situation Report

The information provided will be for the Forest Protection Area; therefore, the Municipality must consider this when relying on the data provided. Weather forecast information for zones within the Forest Protection Area can be obtained at:

<http://wildfire.alberta.ca/wildfire-status/fire-weather/forecasts-observations/default.aspx>

The Municipality will provide a list of available presuppression resources available to the Division upon request.

D. WILDFIRE OPERATIONS

The Municipality and Division, when required, agree to make facilities available to each for suppression activities when safe to do so.

The Municipality is responsible for issuing evacuation alerts, orders or operations. The Division will make the appropriate recommendations regarding evacuations to the Municipality.

1. PROVISION OF PERSONNEL AND EQUIPMENT FOR MUTUAL AID:

The Division and the Municipality will provide mutual aid equipment and personnel as per the terms of this Plan and the Mutual Aid Request Form. This section describes the operational procedures for cooperative use of resources by both agencies.

1. When one agency requests assistance from another, the sending agency shall dispatch only personnel and/or equipment that meets or exceeds the minimum requirements for qualification, certification, and functionality by that agency.
2. At the time of the request for assistance during a wildfire, the sending agency shall endeavor to dispatch the nearest available resource(s) to the incident.
3. At the time of the request, each agency shall assign a resource that is capable of supervising the activities of the agencies' resources.
4. The requesting agency will make reasonable efforts to release the assisting agency from emergency duties as soon as possible.
5. The Division will assume command of all wildland fires within the Forest Protection Area upon arrival. The Municipality will assume command of all structural fires upon arrival.
6. Structure protection of facilities owned by the Wildfire Management Branch are the responsibility of the Wildfire Management Branch. Structure Protection of other public or privately owned facilities is the responsibility of the local jurisdiction. Wildfire management will only deploy sprinkler systems on prescribed fires, on wildfires for holding line or to meet wildfire suppression objectives and to provide structure protection to wildfire management facilities.
7. The requesting agency may be responsible for arrangement and payment of meals and accommodations for supplied resources.
8. The Division will not assume command on wildfires located outside of the Forest Protection Area.
9. Municipalities will be required to assign a qualified person who has the delegated authority to give direction to Divisional resources.
10. On all Alberta mutual aid wildfires and wildfires outside of the FPA, an Agriculture and Forestry representative must be on site prior to any airtanker drop.
11. The Division may conduct wildfire investigations outside the Forest Protection Area when approved by the Division's Director of Wildfire Prevention.
12. The Municipality may provide enforcement personnel to assist the Division and will be reimbursed as per Schedule G.
13. Agencies will provide an Agency Representative for wildfire incidents in order to integrate Wildfire operations efficiently.
14. The provision of firefighting services contemplated herein and provided by the Municipality and the Division as the case may be are solely and absolutely at the

discretion of the respective agency and the said agency may, without rendering the agency liable for any claims, penalty, damage or losses whatsoever to the other party or to any third party, direct any of the following:

- a. That there be no response whatsoever to the call for firefighting services by the respective agency regardless of the type of fire to be responded to; or
 - b. That there be dispatched in response to the call, resources as the respective agency may request; or
 - c. That there be dispatched in response to the call such lesser resources that, in the judgment of the respective Fire Chief or Forest Officer, may be prudently available.
15. If initial action is undertaken by an agency outside their jurisdictional boundaries, that agency will immediately attempt to preserve evidence pertaining to the fire's area of origin and possible cause.
16. The Division or the Municipality, as the case may be, shall indemnify and save harmless the party responding to a request for assistance from the other party, from and against all losses, costs, damages, injury or expense to persons or property of every nature or kind whatsoever, arising out of, or in any way attributed to, the provision of emergency services contemplated hereunder, except where such loss, damage, injury or expense is caused by the negligence or willful act of any employee or agent of the party responding.
17. The Division or the Municipality, as the case may be, shall indemnify and save harmless the party responding to a request for assistance from the other party, from damage or loss to its vehicles or equipment which is directly attributable to the provision of service contemplated hereunder, provided that there shall be no such indemnity if such loss or damage is the result of any negligent or willful act of an employee or agent of the party responding.

2. COMMUNICATIONS:

The mutual-aid response radio frequency will be **156.855** MHz. If this frequency is not functional (due to system incompatibilities i.e. AFRRCs) then a communications protocol is required between the Municipality and the Division.

1. **RADIOS:** By the terms of this Agreement, each party agrees to permit the others to utilize radio frequencies for emergency purposes.
2. **TELEPHONES and CELL PHONES:** By the terms of this Agreement, each party agrees to keep their phone and cell phone numbers updated in the Contact List.
3. Annually, The Division will provide the Municipality the Forest Protection Radio Guide FP 183 (Schedule I).

3. ESTABLISHED PROTOCOL FOR TRANSFER OF COMMAND:

As per the responsibilities outlined in Sections A.2 and D.1.5, of the Mutual Aid Fire Control Plan, the Municipality and Division agree to complete the transfer of command/responsibility for fire suppression to the responsible agency as quickly and efficiently as possible.

Upon arrival at an incident, the Incident Commander for the responsible agency will meet with the present Incident Commander to obtain a transfer of command briefing. This briefing should consist of the ICS201. It is agreed that resources from the assisting agency will be released as soon as possible based on fire suppression success.

4. ESTABLISHMENT OF COMMAND STRUCTURES

As per the responsibilities outlined in Sections A.2 and D.1.5, of the Mutual Aid Fire Control Plan, the Municipality and Division agree to work together and if required form a command structure in accordance within the provisions of Incident Command System. As each incident is unique, organization structure examples, as agreed to by both the Division and Municipality, can be found in Schedule J. When agencies are working on the same incident, there will only be one Incident Command post. When Agencies are working together, information to be shared from the incident to the public and agency staff will be consistent. This may require the establishment of a Joint Information Centre (JIC) and implementation of a Joint Information System (JIS).

E. TRAINING

Training opportunities available to the Municipality from the Division are listed in Schedule K.

The Division agrees to provide fire permit issuance training to all new Municipal Fire Guardians.

The Municipality and the Division agree to make available training opportunities.

Agencies who wish to provide staff in trainee positions on wildfire incidents may do so at their own cost and with agreement from the receiving agency and Incident Command team.

1. JOINT RESPONSE EXERCISES.

The Division and the Municipality may develop and implement a mock wildfire response exercise to help fire managers identify strengths and weaknesses in the present plans, to act as a cross-training exercise for Municipal and wildland firefighters, and to act as a public education tool for residents, Municipal and Provincial government administration, and elected officials.

Funding for these exercises may be sourced from grants, such as: Alberta Emergency Management Agency grant program, FRIAA, etc. The agency responsible for the exercise is responsible for applying for the grant.

F. DATA SHARING

Municipalities and the Division will share requested data to the other for the purpose of wildfire management. The receiving agency will not share the data without the consent of the providing agency. Specific data requests will be made and approved as per the respective names and positions as listed in Schedules C and D.

G. EFFECTIVE DATES

This Annual Mutual Aid Fire Control Plan is in effect from **March 1, 2021 to February 28, 2023.**

IN WITNESS WHEREOF the parties hereunto have affixed their signatures and corporate seals on the day and year first written.

Forest Area Manager
Date: _____

Summer Village of Island Lake
Date: _____

SCHEDULE A

AF Contact List

Lac La Biche Fire Centre Duty Officer

Address Box 450
Town Lac La Biche, AB
Code T0A 2C0
Phone (780) 623-5245
Fax (780) 623-2570
Email labiche.wfops@gov.ab.ca

Manager, Wildfire: Derek Bakker

Address 9505 Beaverhill Road
Town Lac La Biche
Code T0A 2C0
Phone (780) 623-5300
Fax (780) 623-2570
Cell (780) 520-8751
Email Derek.Bakker@gov.ab.ca

Wildfire Operations Officer: Brian Stanton

Address 9505 Beaverhill Road
Town Lac La Biche
Code T0A 2C0
Phone (780) 623-5386
Fax (780) 623-2570
Cell (780) 623-1474
Email Brian.Stanton@gov.ab.ca

Wildfire Prevention Officer: Mike Tucker

Address 9505 Beaverhill Road
Town Lac La Biche
Code T0A 2C0
Phone (780) 623-5314
Fax (780) 623-2570
Cell (780) 623-8654
Email Mike.Tucker@gov.ab.ca

Wildfire Technologist: Billy Tchir

Address 9505 Beaverhill Road
Town Lac La Biche
Code T0A 2C0
Phone (780) 623-5410
Fax (780) 623-2570
Cell (780) 689-6389
Email Billy.Tchir@gov.ab.ca

Wildfire Technologist: Derek Gough

Address 9505 Beaverhill Road
Town Lac La Biche
Code T0A 2C0
Phone 780 675 8221
Fax 780 623 2570
Cell 780 404 4942
Email Derek.gough@gov.ab.ca

Wildfire Technologist: Clifton McKay

Address 9505 Beaverhill Road
Town Lac La Biche
Code T0A 2C0
Phone (780) 623-5272
Fax (780) 623-2570
Cell (780) 689-6420
Email Clifton.McKay@gov.ab.ca

Wildfire Technologist: Jesse Spidell

Address 9505 Beaverhill Road
Town Lac La Biche
Code T0A 2C0
Phone (780) 623-5362
Fax (780) 623-2570
Cell (780) 520-0471
Email Jesse.Spidell@gov.ab.ca

Wildfire Technologist: Nancey Havenga

Address 9505 Beaverhill Road
Town Lac La Biche
Code T0A 2C0
Phone (780) 623-5275
Fax (780) 623-2570
Cell (780) 404-5037
Email Nancey.Havenga@gov.ab.ca

SCHEDULE B

Municipality Contact List

Baptiste Fire Department

Box 1134

Athabasca, AB T9S 2A9

Emergency Phone: 911

Fire Chief: Rob Laackmann

Phone: 780-675-4718

780-689-0966

Alternate: Sheldon Schoepp 780-213-0774

fireservices@athabascacounty.com

Administrator: Wendy Wildman 780-967-0271

svislandlake@wildwillowenterprises.com

SCHEDULE C

Division Authorized Requesting Authorities

Anyone acting on behalf of the Forest Area as a Duty Officer or Deputy Duty Officer

Forest Area Manager – **Derek Bakker**

Wildfire Operations Officer – **Brian Stanton**

Wildfire Prevention Officer – **Mike Tucker**

Wildfire Technologist – **Derek Gough**

Wildfire Technologist – **Nancey Havenga**

Wildfire Technologist – **Clifton McKay**

Wildfire Technologist – **Jesse Spidell**

Wildfire Technologist – **Billy Tchir**

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SCHEDULE D

Municipality Authorized Requesting Authorities

Administrator – Wendy Wildman

Fire Chief – Rob Laackmann

SCHEDULE E

Mutual Aid Request Form



Appendix C- Mutual Aid Request

FROM

Name	Telephone Number	Fax Number
Municipality or AF Area	Email Address	

TO

Name	Telephone Number	Fax Number
Municipality or AF Area	Email Address	

SUBJECT

Mutual Aid Request
Location

As per the Mutual Aid Fire Control Agreement, mutual aid fire suppression is requested for the above fire.

The following resources are requested:

Manpower
Airtankers
Helicopters
Equipment

All costs associated with this mutual aid will be borne by the requesting agency as per the rates specified in the current Annual Mutual Aid Fire Control Plan.

Please respond to this request submitted by:

Name	Position	
Time	Date (yyyy-mm-dd)	Signature

Your request for mutual aid assistance is ☒ approved ☐ not approved as per this request and the terms of the Mutual Aid Fire Control Agreement.

Name	Position	
Time	Date (yyyy-mm-dd)	Signature

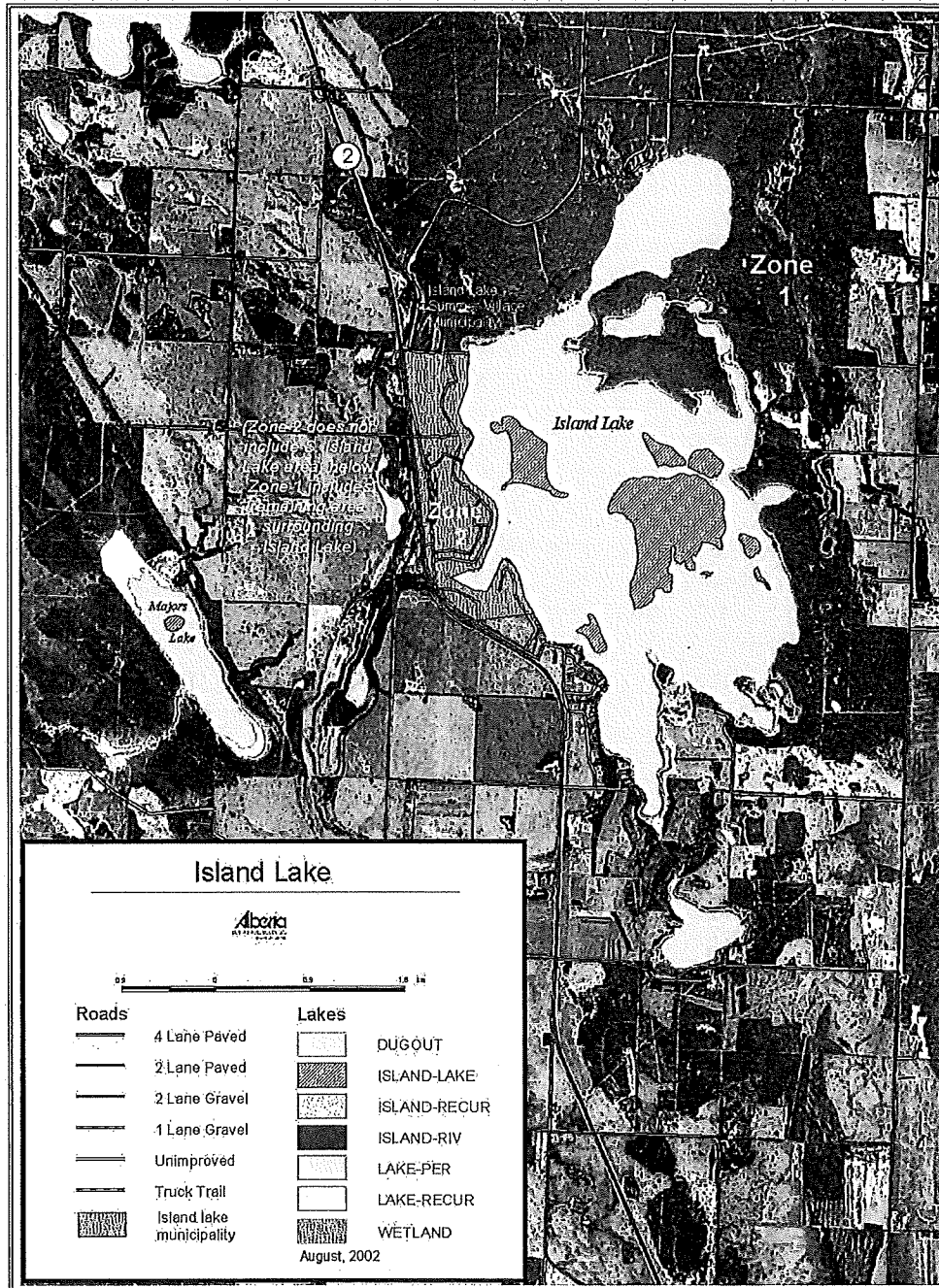
Email

Print

Mutual Aid Request (June 2017)

SCHEDULE F

Mutual Aid Zones



SCHEDULE G

Municipality Estimated Reimbursement Rates

<i>Resource</i>	<i>Rate</i>
Personnel:*	
Firefighter	Regulation Rates
Specialized Equipment:	
Rescue Unit Tanker c/w 2 person crew	Alberta Road Builder Rates/Negotiated Rates
Municipal Fire Truck c/w 6 person crew	Alberta Road Builder Rates/Negotiated Rates
Fire Pumper Fire Truck c/w 3 person crew	Alberta Road Builder Rates/Negotiated Rates
Command Vehicle	Alberta Road Builder Rates/Negotiated Rates

*Manpower costs do not include accommodations or meals.

SCHEDULE H

Division Estimated Reimbursement Rates

<i>Resource</i>	<i>Rate</i>
Airtanker Aircraft:*	
CV580	\$3900.00 per hour plus fuel and retardant
CL215T	\$3200.00 per hour plus fuel and retardant
Air Tractors (wheeled)	\$1400.00 per hour plus fuel and retardant
Air Tractors (amphibious)	\$2400.00 per hour plus fuel and retardant
L188	\$6200.00 per hour plus fuel and retardant
Birddog Aircraft	
Turbo Commander 690	\$1900.00 per hour plus fuel
Cessna Caravan C208	\$1900.00 per hour plus fuel
Helicopters:	
Casual	Government hourly flying rate plus fuel
Contract Intermediate	\$1213.00 to \$2335.00 per flying hour plus fuel
Contract Medium	\$2039.00 to \$2875.00 per flying hour plus fuel
Personnel:**	
HAC Crew (4 or 8 person)	Cost Estimate \$21.61-\$27.13/hour/person

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UNIT Crew (20 person)	Cost Estimate \$21.61-\$27.13/hour/person
Firetack Emergency (8 person)	Cost Estimate \$17.86-\$22.75/hour/person
Firetack Base and Secondary (8 person)	Cost Estimate \$29.77/hour/person first 8 hours– \$44.66/hour/person after 8 hours. Truck Rate \$211.76/day/vehicle
Firetack Zero Day (8 person)	Cost Estimate \$24.41/hour/person first 8 hours - \$36.62/hour/person after 8 hours. Truck Rate \$211.76/day/vehicle
Air Attack Officer (contract)	\$1000.00/day/person
Specialized Equipment:	
Helitorch	Government Rate
Compressed Air Foam Unit	Contract Rate

* Airtanker Group Configuration is comprised of a minimum of 1 Bird Dog, 1 Airtanker and an Air Attack Officer.

**Manpower will be billed at actual cost. Estimated rates above do not include overtime rates, accommodations or meals.

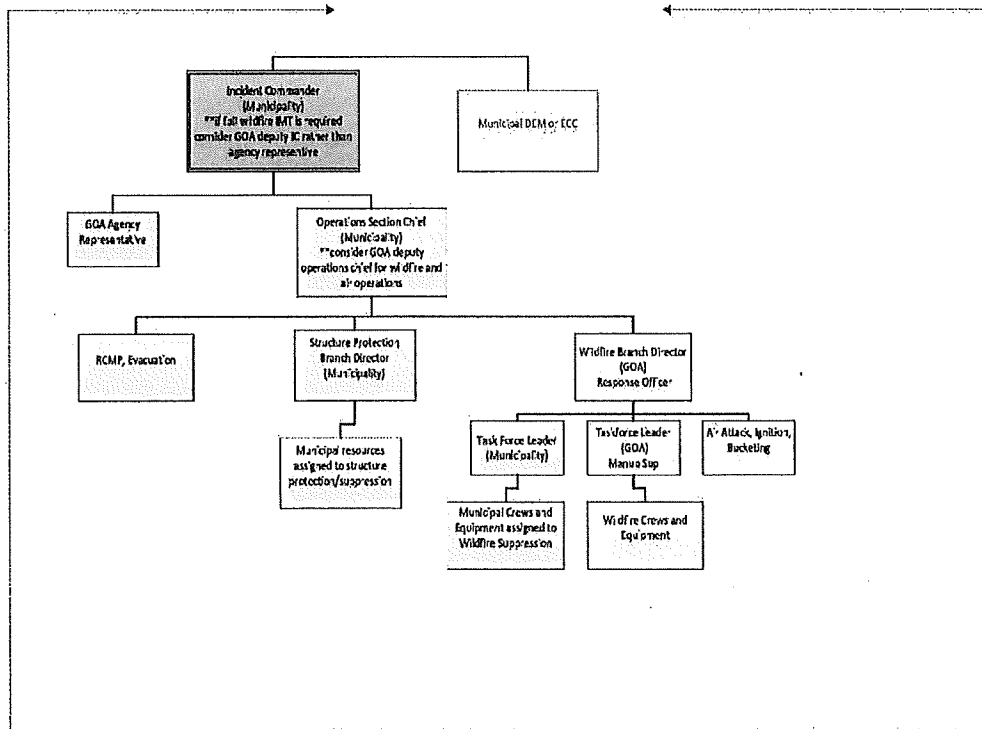
SCHEDULE I

Forest Protection Radio Guide FP 183

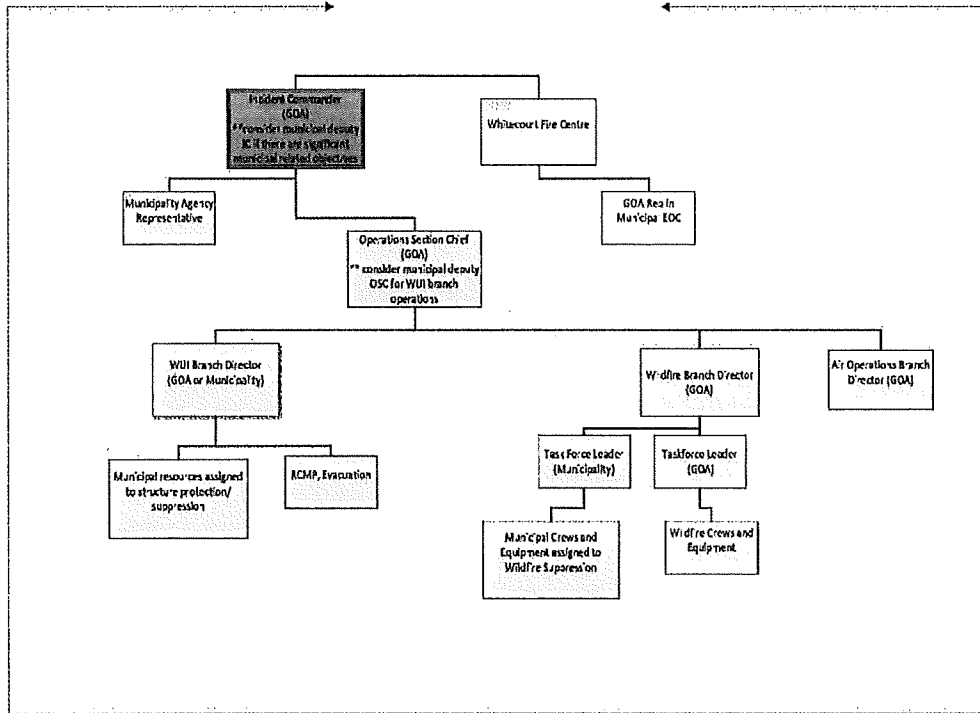
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SCHEDULE J

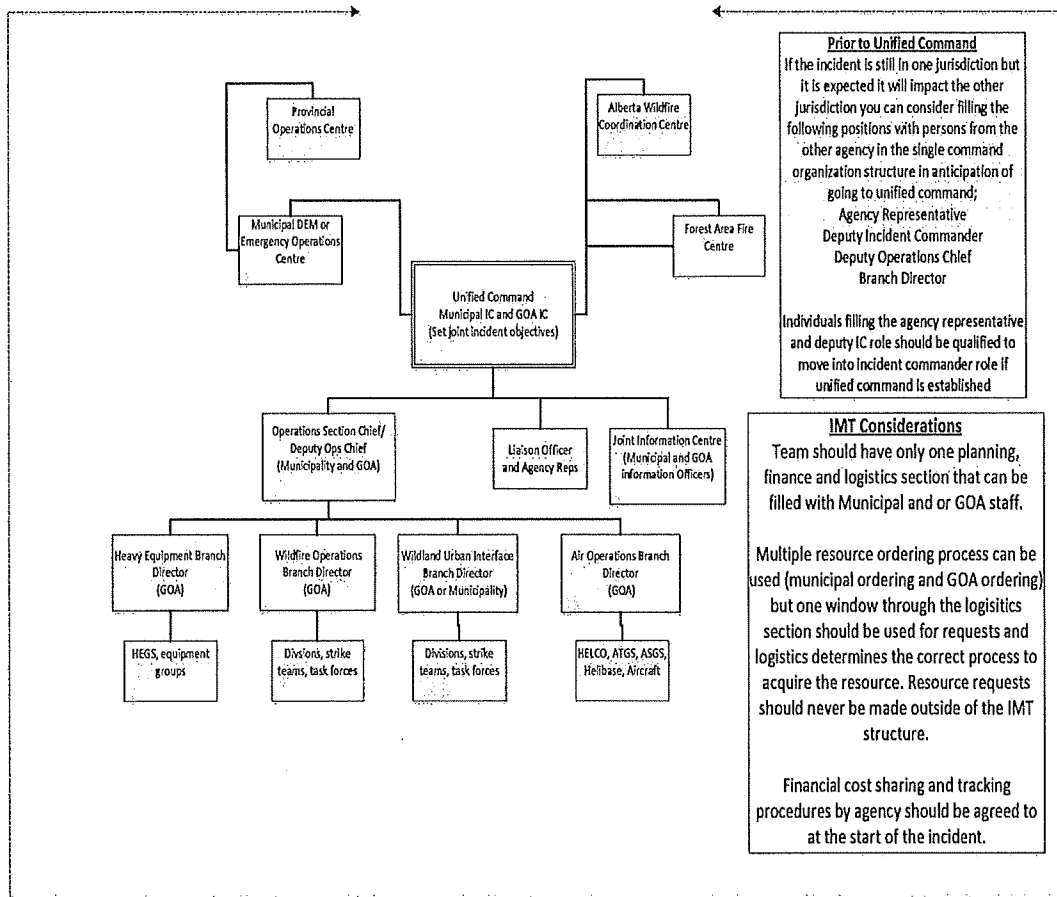
Incident Command System – Organization Structure Charts



Wildfire in Municipal Jurisdiction
Potential Command and Operations Organizational Structure



Wildfire in the Forest Protection Area with Municipal Resources Assisting
Potential Command and Operations Organizational Structure



Unified Command of Multi Jurisdiction Wildfire
Potential Command and Operations Organizational Structure

SCHEDULE K

Training Courses Available to the Municipalities

There are many sources of training for municipal staff involved with wildfire response and emergency management.

Most training is supplied/owned/available through the Ministry of Municipal Affairs (e.g., ICS training and NFPA courses/standards). The following courses may be available to the Municipality from the Division:

- Online Wildfire Orientation
- Wildfire Investigation (FI-110, FI-210, FI-310)
- Advanced Fire Behaviour**
- Dozer Boss (Industry)
- Prescribed Fire Planning
- Wildfire Prevention

SCHEDULE L


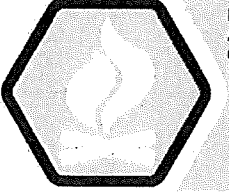



Fire Ban System and Matrix

	NO RESTRICTION Safe campfires are allowed in campgrounds and backcountry or random camping areas. Any burning other than a campfire requires a fire permit.
	FIRE ADVISORY Safe campfires are permitted in campgrounds and backcountry or random camping areas. Issuance of fire permits for other burning may be restricted.
	FIRE RESTRICTION Safe campfires are allowed in fire rings in campgrounds only. No open fires are allowed in backcountry or random camping areas. Fire permits may be suspended or cancelled and no new fire permits will be issued.
	FIRE BAN No open fires are allowed in campgrounds or in backcountry or random camping areas. All fire permits are suspended or cancelled and no new fire permits will be issued.
	FOREST AREA CLOSURE Portions of the forest are closed and no access is permitted for public safety concerns.

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SUMMARY

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	Restriction Level	Activities Allowed In Campgrounds	Activities Allowed in Backcountry and Random Camping Areas	Prohibited or Restricted Activities
	NO RESTRICTION (Low-Moderate)	<ul style="list-style-type: none"> Safe wood campfires within fire rings Charcoal briquettes Portable propane fire pits Gas or propane stoves and barbecues, designed for cooking or heating Catalytic or infrared style heaters 	<ul style="list-style-type: none"> Safe wood campfires Charcoal briquettes Portable propane fire pits Gas or propane stoves and barbecues, designed for cooking or heating Catalytic or infrared style heaters 	Any burning (other than a campfire) without a valid fire permit
	FIRE ADVISORY (Moderate-High)	<ul style="list-style-type: none"> Safe wood campfires within fire rings Charcoal briquettes Portable propane fire pits Gas or propane stoves and barbecues, designed for cooking or heating Catalytic or infrared style heaters 	<ul style="list-style-type: none"> Safe wood campfires Charcoal briquettes Portable propane fire pits Gas or propane stoves and barbecues, designed for cooking or heating Catalytic or infrared style heaters 	Any burning (other than a campfire) without a valid fire permit
<i>Issuance of new fire permits may be limited. Existing fire permits may be suspended or cancelled.</i>				
	FIRE RESTRICTION (High-Extreme)	<ul style="list-style-type: none"> Safe wood campfires within fire rings Portable propane fire pits Gas or propane stoves and barbecues (not charcoal barbecues), designed for cooking or heating Catalytic or infrared style heaters 	<ul style="list-style-type: none"> Portable propane fire pits Gas or propane stoves and barbecues (not charcoal barbecues), designed for cooking or heating Catalytic or infrared style heaters 	<ul style="list-style-type: none"> Wood campfires in backcountry or random camping areas Charcoal briquettes, turkey fryers and pit fires
<i>Issuance of new fire permits will be very limited. Existing fire permits will likely be suspended or cancelled.</i>				
	FIRE BAN (Extreme-Catastrophic)	<ul style="list-style-type: none"> Gas or propane stoves and barbecues (not charcoal barbecues), designed for cooking or heating Catalytic or infrared style heaters 	<ul style="list-style-type: none"> Gas or propane stoves and barbecues (not charcoal barbecues), designed for cooking or heating Catalytic or infrared style heaters 	<ul style="list-style-type: none"> Wood campfires Portable propane fire pits Charcoal briquettes, turkey fryers and pit fires
<i>Existing fire permits are suspended or cancelled. New fire permits will not be issued.</i>				
	FOREST AREA CLOSURE (Catastrophic)	Portions of the Forest Protection Area closed to public except by access permit	Portions of the Forest Protection Area closed to public except by access permit	All activities within the closed area
<i>All appliances (such as barbecues, stoves, heaters and portable campfires) must be CSA approved or UL certified.</i>				

2023-2025

Mutual Aid Fire Control Plan

Forestry, Parks and Tourism, Government of Alberta
January 2023



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MUTUAL AID FIRE CONTROL PLAN

This Mutual Aid Fire Control Plan is entered into by the Ministry of Forestry, Parks and Tourism (FPT), Forestry Division, hereinafter called the Division, and the Summer Village of Island Lake, hereinafter called the Municipality, under the Mutual Aid Fire Control Agreement between the Division and the Municipality dated August 26, 2002.

A. ADMINISTRATION

1. PURPOSE

The purpose of this Mutual Aid Fire Control Plan is to define operating procedures and responsibilities within the framework of the Mutual Aid Fire Control Agreement.

DIVISION:

Name: Forestry Division
Address: Box 450, Lac La Biche, AB, T0A 2C0
Phone: (780) 623-5388

MUNICIPALITY:

Name: Summer Village of Island Lake
Address: Box 8, Alberta Beach, AB, T0E 0A0
Phone: (780) 967-0271

2. FIRE CONTROL PLAN CONTACTS

Names, addresses, and phone numbers of contact personnel for the plan:

1. Division are included in Schedule A – FPT Contact List.
2. Municipality are included in Schedule B – Municipality Contact List.



3. MUTUAL AID REQUEST PROCEDURE

Requests for mutual aid will be made by the following personnel:

1. The Division authorizes request for assistance as per Schedule C.
2. The Municipality authorizes requests for assistance as per Schedule D.

The request shall be made in writing using the Mutual Aid Request form (Schedule E). A request will be e-valuated by the receiving agency based on available resources and ongoing priorities within their sphere of interest. The mutual aid request will be acknowledged in writing on the Mutual Aid Request form.

4. MUTUAL AID ZONES

The attached maps, Schedule F, which form part of the Mutual Aid Fire Control Plan, outline the mutual aid zones. Requests for mutual aid within each zone will be dealt with according to the following criteria:

1. ZONE 1:

Wildfire suppression within Zone 1 (Forest Protection Area) is the responsibility of the Division. Structural and facility fire is the responsibility of the Municipality. The discovering agency shall report the fire to the responsible agency immediately and will provide mutual aid assistance based on available resources and priorities as requested.

2. ZONE 2:

Wildfire and structural fire suppression within Zone 2 (Summer Village of Island Lake) is the responsibility of the Municipality. The Division will deal with requests for mutual aid assistance based on the Mutual Aid Fire Control Agreement and available resources and priorities as requested.

5. COST RECOVERY AND INVOICING

All costs associated with mutual aid will be borne directly by the requesting agency or may be billed by the providing agency to the requesting agency as soon as time permits.

All reimbursements made under the provisions of this Plan shall be in accordance with the Forest and Prairie Protection Act, Forestry Division policy, and the policies of the Municipality and the terms of the following:

1. This Agreement incorporates by reference the Mutual Aid Fire Control Agreement between the Division and the Municipality.

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2. Reimbursement to the Municipality shall be at the rates and terms established in the current printing of Wildfire Management Branch Equipment Rates, Schedule 2. The use of any specialized Municipal equipment will be reimbursed at the rates and terms included in Schedule G.
3. Reimbursement to the Division shall be at the rates and terms established in the current printing of Wildfire Management Branch Equipment Rates, Schedule 2 the use of any specialized equipment shall be reimbursed at the rates and terms included in Schedule H.

6. MEETINGS

The Division and the Municipality agree to participate in annual planning meetings to ensure that the contents of the Mutual Aid Fire Control Agreement and Mutual Aid Fire Control Plan are current and to discuss matters pertaining to: wildfire prevention, wildfire detection, wildfire operations, administration, presuppression, and training.

B. PREVENTION AND DETECTION

1. FIRE PERMIT ISSUANCE:

The Division is responsible for issuing fire permits on all lands within the Forest Protection Area. Permits will be issued by a Forest Officer and/or a Fire Guardian from the Forest Area office.

The Municipality is responsible for issuing fire permits within the corporate limits of the Summer Village of Island Lake. Fire permits will be issued by the Fire Chief or Designate.

2. FIRE CONTROL ORDERS:

Fire control orders will be requested by the Division, with input from the Municipality. The Division will take the lead role in advertisement and enforcement of the fire control order on lands within the Forest Protection Area.

The Municipality will initiate fire control orders within the corporate limits of the Summer Village of Island Lake with input from the Division's Forest Area Manager or his designate. The Municipality will take the lead role in advertisement and enforcement of the fire control order on noted lands.

A Fire Control Order may be requested by the Minister for Municipal lands outside the Forest Protection Area.

Both the Division and the Municipality agree to follow the Fire Ban System focused on terminology to ensure standard messaging to the public, as per Schedule L.

3. COOPERATIVE PREVENTION OPPORTUNITIES:

The Municipality and the Division may develop a joint prevention advertisement campaign that meets both the Municipality and Division needs.

4. COOPERATIVE DETECTION SHARING:

The Division will perform aerial detection during periods of high and extreme hazards on the following Municipal lands:

The Summer Village of Island Lake

All fires discovered by the Division within the Summer Village of Island Lake will be reported to the Fire Chief at 780-675-4718 or 780-689-0966.

All fires discovered by the Municipality within the Division's sphere of interest will be reported to the Forest Area Duty Officer at (780) 623-5245.

5. PRESCRIBED FIRE AND HAZARD REDUCTION BURNING:

The Division will be the lead agency for all prescribed fire and hazard reduction burning on lands within the Forest Protection Area. Municipal Fire Departments may be included in these prescribed fire and hazard reduction burns to assist with operations and to serve as a cross-training exercise.

The Municipality is the lead agency for all prescribed fire and hazard reduction burning within the corporate limits of the Summer Village of Island Lake. The Division may be included in the prescribed fire and hazard reduction burns to assist with planning, operations, and to serve as a cross-training exercise.

6. WILDLAND URBAN INTERFACE:

The Municipality agrees to address wildland urban interface issues within the Municipality through the application of the seven disciplines of FireSmart:

1. Public Education
2. Legislation
3. Development
4. Vegetation Management
5. Emergency Planning
6. Interagency Cooperation
7. Cross Training

The Division agrees to assist the Municipality with wildland urban interface issues through the provision of resource materials and training on the wildland urban interface disciplines and options to minimize hazards within the Municipality.

C. PRESUPPRESSION

1. COOPERATIVE PRESUPPRESSION ACTIVITIES:

The Division agrees to supply fire equipment to the Municipality on a short-term loan basis during wildfire incidents within the Municipality. The amount of equipment provided will be based on the request from the Municipality and the degree of hazard within the Forest Area at the time of the request. The Municipality agrees to return the equipment within 24 hours of being notified by the Division.

The Municipality and Division, when required, agree to make facilities available to each other for presuppression activities when safe to do so and space is available.

The Municipality, if requested, should provide the Division with a copy of their Municipal Emergency Response Plan. This plan may assist with identifying unknown Values at Risk, evacuation times, critical infrastructure, etc.

As they become aware, Municipalities should report to the Division any large scale developments such as open or private camps, new campgrounds or anything that forms a new Value at Risk.

The Division, if requested, will assist the Municipality in obtaining many types of resources i.e. provide equipment listings, aircraft, crews etc, to assist the Municipality with direct hire of resources for the purposes of wildfire suppression and presuppression.

2. HAZARD AND RESOURCE INFORMATION SHARING:

The Division will provide the following information to the Municipality, when available:

1. Fire Weather Indices
2. Weather forecast
3. Pre-suppression resources
4. Fire Situation Report

The information provided will be for the Forest Protection Area; therefore, the Municipality must consider this when relying on the data provided. Weather forecast information for zones within the Forest Protection Area can be obtained at:

<http://wildfire.alberta.ca/wildfire-status/fire-weather/forecasts-observations/default.aspx>



The Municipality will provide a list of available presuppression resources available to the Division upon request.

D. WILDFIRE OPERATIONS

The Municipality and Division, when required, agree to make facilities available to each for suppression activities when safe to do so.

The Municipality is responsible for issuing evacuation alerts, orders or operations. The Division will make the appropriate recommendations regarding evacuations to the Municipality.

1. PROVISION OF PERSONNEL AND EQUIPMENT FOR MUTUAL AID:

The Division and the Municipality will provide mutual aid equipment and personnel as per the terms of this Plan and the Mutual Aid Request Form. This section describes the operational procedures for cooperative use of resources by both agencies.

1. When one agency requests assistance from another, the sending agency shall dispatch only personnel and/or equipment that meets or exceeds the minimum requirements for qualification, certification, and functionality by that agency.
2. At the time of the request for assistance during a wildfire, the sending agency shall endeavor to dispatch the nearest available resource(s) to the incident.
3. At the time of the request, each agency shall assign a resource that is capable of supervising the activities of the agencies' resources.
4. The requesting agency will make reasonable efforts to release the assisting agency from emergency duties as soon as possible.
5. The Division will assume command of all wildland fires within the Forest Protection Area upon arrival. The Municipality will assume command of all structural fires upon arrival.
6. Structure protection of facilities owned by the Wildfire Management Branch are the responsibility of the Wildfire Management Branch. Structure Protection of other public or privately owned facilities is the responsibility of the local jurisdiction. Wildfire management will only deploy sprinkler systems on prescribed fires, on wildfires for holding line or to meet wildfire suppression objectives and to provide structure protection to wildfire management facilities.
7. The requesting agency may be responsible for arrangement and payment of meals and accommodations for supplied resources.
8. The Division will not assume command on wildfires located outside of the Forest Protection Area.
9. Municipalities will be required to assign a qualified person who has the delegated authority to give direction to Divisional resources.

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10. On all Alberta mutual aid wildfires and wildfires outside of the FPA, an FPT representative must be on site prior to any airtanker drop.
11. The Division may conduct wildfire investigations outside the Forest Protection Area when approved by the Division's Director of Wildfire Prevention.
12. The Municipality may provide enforcement personnel to assist the Division and will be reimbursed as per Schedule G.
13. Agencies will provide an Agency Representative for wildfire incidents in order to integrate Wildfire operations efficiently.
14. The provision of firefighting services contemplated herein and provided by the Municipality and the Division as the case may be are solely and absolutely at the discretion of the respective agency and the said agency may, without rendering the agency liable for any claims, penalty, damage or losses whatsoever to the other party or to any third party, direct any of the following:
 - a. That there be no response whatsoever to the call for firefighting services by the respective agency regardless of the type of fire to be responded to; or
 - b. That there be dispatched in response to the call, resources as the respective agency may request; or
 - c. That there be dispatched in response to the call such lesser resources that, in the judgment of the respective Fire Chief or Forest Officer, may be prudently available.
15. If initial action is undertaken by an agency outside their jurisdictional boundaries, that agency will immediately attempt to preserve evidence pertaining to the fire's area of origin and possible cause.
16. The Division or the Municipality, as the case may be, shall indemnify and save harmless the party responding to a request for assistance from the other party, from and against all losses, costs, damages, injury or expense to persons or property of every nature or kind whatsoever, arising out of, or in any way attributed to, the provision of emergency services contemplated hereunder, except where such loss, damage, injury or expense is caused by the negligence or willful act of any employee or agent of the party responding.
17. The Division or the Municipality, as the case may be, shall indemnify and save harmless the party responding to a request for assistance from the other party, from damage or loss to its vehicles or equipment which is directly attributable to the provision of service contemplated hereunder, provided that there shall be no such indemnity if such loss or damage is the result of any negligent or willful act of an employee or agent of the party responding.

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2. COMMUNICATIONS:

The mutual-aid response radio frequency will be **156.855** MHz. If this frequency is not functional (due to system incompatibilities i.e. AFRRCs) then a communications protocol is required between the Municipality and the Division.

1. **RADIOS:** By the terms of this Agreement, each party agrees to permit the others to utilize radio frequencies for emergency purposes.
2. **TELEPHONES and CELL PHONES:** By the terms of this Agreement, each party agrees to keep their phone and cell phone numbers updated in the Contact List.
3. **Annually,** The Division will provide the Municipality the Forest Protection Radio Guide FP 183 (Schedule I).

3. ESTABLISHED PROTOCOL FOR TRANSFER OF COMMAND:

As per the responsibilities outlined in Sections A.2 and D.1.5, of the Mutual Aid Fire Control Plan, the Municipality and Division agree to complete the transfer of command/responsibility for fire suppression to the responsible agency as quickly and efficiently as possible.

Upon arrival at an incident, the Incident Commander for the responsible agency will meet with the present Incident Commander to obtain a transfer of command briefing. This briefing should consist of the ICS201. It is agreed that resources from the assisting agency will be released as soon as possible based on fire suppression success.

4. ESTABLISHMENT OF COMMAND STRUCTURES

As per the responsibilities outlined in Sections A.2 and D.1.5, of the Mutual Aid Fire Control Plan, the Municipality and Division agree to work together and if required form a command structure in accordance within the provisions of Incident Command System. As each incident is unique, organization structure examples, as agreed to by both the Division and Municipality, can be found in Schedule J. When agencies are working on the same incident, there will only be one Incident Command post. When Agencies are working together, information to be shared from the incident to the public and agency staff will be consistent. This may require the establishment of a Joint Information Centre (JIC) and implementation of a Joint Information System (JIS).

E. TRAINING

Training opportunities available to the Municipality from the Division are listed in Schedule K.

The Division agrees to provide fire permit issuance training to all new Municipal Fire Guardians.

The Municipality and the Division agree to make available training opportunities.

Agencies who wish to provide staff in trainee positions on wildfire incidents may do so at their own cost and with agreement from the receiving agency and Incident Command team.

1. JOINT RESPONSE EXERCISES.

The Division and the Municipality may develop and implement a mock wildfire response exercise to help fire managers identify strengths and weaknesses in the present plans, to act as a cross-training exercise for Municipal and wildland firefighters, and to act as a public education tool for residents, Municipal and Provincial government administration, and elected officials.

Funding for these exercises may be sourced from grants, such as: Alberta Emergency Management Agency grant program, FRIAA, etc. The agency responsible for the exercise is responsible for applying for the grant.

F. DATA SHARING

Municipalities and the Division will share requested data to the other for the purpose of wildfire management. The receiving agency will not share the data without the consent of the providing agency. Specific data requests will be made and approved as per the respective names and positions as listed in Schedules C and D.

G. EFFECTIVE DATES

This Annual Mutual Aid Fire Control Plan is in effect from **March 1, 2023** to February 28, 2025.

IN WITNESS WHEREOF the parties hereunto have affixed their signatures and corporate seals on the day and year first written.

Forest Area Manager

Date: _____

Summer Village of Island Lake

Date: _____

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SCHEDULE A

FPT Contact List

Lac La Biche Fire Centre Duty Officer

Address Box 450
Town Lac La Biche, AB
Code T0A 2C0
Phone (780) 623-5245
Fax (780) 623-2570
Email labiche.wfops@gov.ab.ca

Manager, LLB Forest Area: Vacant

Address 9505 Beaverhill Road
Town Lac La Biche
Code T0A 2C0
Phone (780) 623-5300
Fax (780) 623-2570
Cell (780) 520-8751
Email

Wildfire Operations Officer: Brian Stanton

Address 9505 Beaverhill Road
Town Lac La Biche
Code T0A 2C0
Phone (780) 623-5386
Fax (780) 623-2570
Cell (780) 623-1474
Email Brian.Stanton@gov.ab.ca

Wildfire Prevention Officer: Mike Tucker

Address 9505 Beaverhill Road
Town Lac La Biche
Code T0A 2C0
Phone (780) 623-5314
Fax (780) 623-2570
Cell (780) 623-8654
Email Mike.Tucker@gov.ab.ca

Wildfire Technologist: Derek Gough

Address 9505 Beaverhill Road
Town Lac La Biche
Code T0A 2C0
Phone 780 675 8221
Fax 780 623 2570
Cell 780 404 4942
Email Derek.gough@gov.ab.ca

Wildfire Technologist: Jason Hebert

Address 9505 Beaverhill Road
Town Lac La Biche
Code T0A 2C0
Phone (780) 623-5218
Fax (780) 623-2570
Cell (780) 689-0448
Email Jason.Hebert@gov.ab.ca

Wildfire Technologist: Billy Tchir

Address 9505 Beaverhill Road
Town Lac La Biche
Code T0A 2C0
Phone (780) 623-5410
Fax (780) 623-2570
Cell (780) 689-6389
Email Billy.Tchir@gov.ab.ca

Wildfire Technologist: Nancey Havenga

Address 9505 Beaverhill Road
Town Lac La Biche
Code T0A 2C0
Phone (780) 623-5275
Fax (780) 623-2570
Cell (780) 404-5037
Email Nancey.Havenga@gov.ab.ca

SCHEDULE B

Municipality Contact List

Baptiste Fire Department:

Box 1134

Athabasca, AB T9S 2A9

Emergency Phone: 911

Fire Chief – Rob Laackmann

Phone: 780-675-4718

780-689-0966

Alternate: Brad Straty 780-213-0774 fireservices@athabascacounty.com

Administrator: Wendy Wildman 780-967-0271 svislandlake@wildwillowenterprises.com

SCHEDULE C

Division Authorized Requesting Authorities

Forest Area Manager

Wildfire Operations Officer – **Brian Stanton**

Wildfire Prevention Officer – **Mike Tucker**

Wildfire Management Specialist – **Clifton McKay**

Wildfire Technologist – **Derek Gough**

Wildfire Technologist – **Billy Tchir**

Wildfire Technologist – **Nancey Havenga**

Wildfire Technologist – **Jason Hebert**

Anyone acting on behalf of the Forest Area as a Duty Officer or Deputy Duty Officer

SCHEDULE D

Municipality Authorized Requesting Authorities

Administrator – **Wendy Wildman**

Fire Chief(s) – **Rob Laackmann**

SCHEDULE E

Mutual Aid Request Form



Appendix C - Mutual Aid Request

FROM		
Name	Telephone Number	Fax Number
Municipality or AF Area	Email Address	
TO		
Name	Telephone Number	Fax Number
Municipality or AF Area	Email Address	
SUBJECT		
Mutual Aid Request		
Location		

As per the Mutual Aid Fire Control Agreement, mutual aid fire suppression is requested for the above fire.

The following resources are requested:

Manpower
Airtankers
Helicopters
Equipment

All costs associated with this mutual aid will be borne by the requesting agency as per the rates specified in the current Annual Mutual Aid Fire Control Plan.

Please respond to this request submitted by:

Name	Position		
Time	Date (yyyy-mm-dd)	Signature	

Your request for mutual aid assistance is ☒ approved ☐ not approved as per this request and the terms of the Mutual Aid Fire Control Agreement.

Name	Position		
Time	Date (yyyy-mm-dd)	Signature	

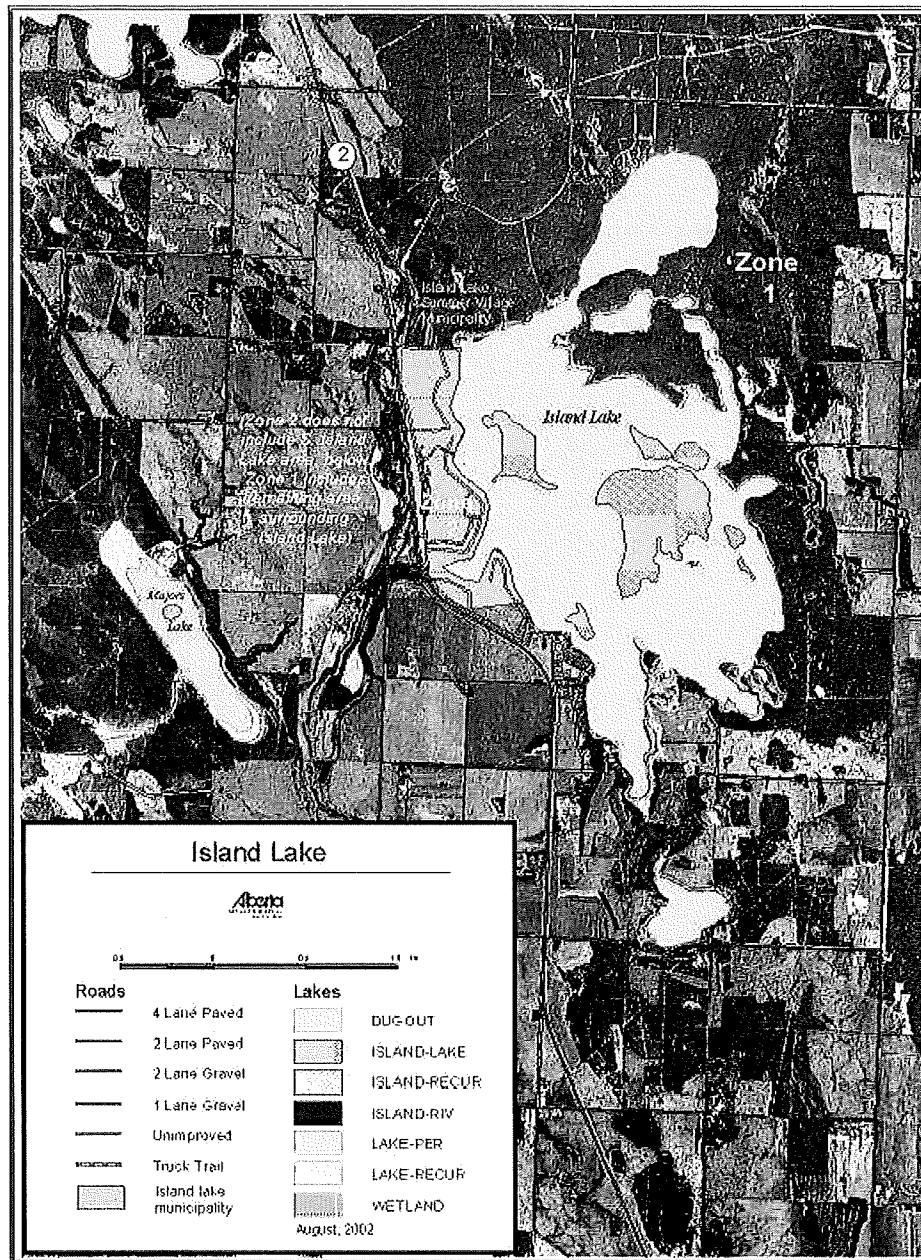
[Email](#) [Print](#)

Mutual Aid Request (June 2017)



SCHEDULE F

Mutual Aid Zones



SCHEDULE G

Municipality Estimated Reimbursement Rates

<i>Resource</i>	<i>Rate</i>
Personnel:*	
Firefighter	Regulation Rates
Specialized Equipment:	
Rescue Unit Tanker c/w 2 person crew	Alberta Road Builder Rates/Negotiated Rates
Municipal Fire Truck c/w 6 person crew	Alberta Road Builder Rates/Negotiated Rates
Fire Pumper Fire Truck c/w 3 person crew	Alberta Road Builder Rates/Negotiated Rates
Command Vehicle	Alberta Road Builder Rates/Negotiated Rates

***Manpower costs do not include accommodations or meals.**

SCHEDULE H

Division Estimated Reimbursement Rates

<i>Resource</i>	<i>Rate</i>
Airtanker Aircraft:*	
CL215T	\$4725.00 per hour plus fuel and retardant
Air Tractors (wheeled)	\$2625.00 per hour plus fuel and retardant
Air Tractors (amphibious)	\$3200.00 per hour plus fuel and retardant
L188	\$6510.00 per hour plus fuel and retardant
Birddog Aircraft	
Turbo Commander 690	\$2850.00 per hour plus fuel
Cessna Caravan C208	\$2625.00 per hour plus fuel
Helicopters:	
Casual	Government hourly flying rate plus fuel
Contract Intermediate	\$1,050 to \$2,100 per flying hour plus fuel
Contract Medium	\$2,835 per flying hour plus fuel
Contract Heavy	\$3,150 per flying hour plus fuel

* Airtanker Group Configuration is comprised of a minimum of 1 Bird Dog, 1 Airtanker and an Air Attack Officer.

**Manpower will be billed at actual cost. Estimated rates above do not include overtime rates, accommodations or meals.

Manpower:**	
HAC Crew (4 or 8 man)	Cost Estimate \$21.83-\$29.36 per hour/person
UNIT Crew (20 man)	Cost Estimate \$21.83-\$29.36 per hour/person
Firetack Emergency (8 man)	Cost Estimate \$17.00-\$20.00 per hour/person
Firetack Base and Secondary (8 man)	Cost Estimate \$33.11/hour/person first 8 hours– \$49.67/hour/person after 8 hours. Truck Rate \$229.65/day/vehicle
Firetack Zero Day (8 man)	Cost Estimate \$27.41/hour/person first 8 hours - \$41.13/hour/person after 8 hours. Truck Rate \$229.65/day/vehicle
Air Attack Officer (contract)	\$1250.00/day/person
Specialized Equipment:	
Helitorch	Government Rate
Compressed Air Foam Unit	Contract Rate

SCHEDULE I

Forest Protection Radio Guide FP 183

Note: All Channels are Narrow Band.

Firenet Frequencies

Analog Channels					RX	TX
Tone	Tone	Tone	Tone	Tone	Frequency	Frequency
118.8	151.4	162.2	173.8	186.2	(MHz)	(MHz)
		201	217	233	152.480	157.740
		202	218	234	152.495	157.755
		203	219	235	152.510	157.770
		204	220	236	152.525	157.785
		205	221	237	152.540	157.800
		206	222	238	152.555	157.815
		207	223	239	152.570	157.830
		208	224	240	152.585	157.845
		209	225	241	152.600	157.860
		210	226	242	152.615	157.875
		211	227	243	152.630	157.890
		212	228	244	152.645	157.905
		213	229	245	152.660	157.920
		214	230	246	152.675	157.935
		215	231	247	152.690	157.950
		216	232	248	152.705	157.965
		249	258	267	152.720	157.980
		250	259	268	152.735	157.995
		251	260	269	152.750	158.010
		103			167.610	153.110
			112		171.030	153.650
150	150	150			166.305	171.495
		107			171.900	153.890
151	151	151			153.725	159.675
		129			168.795	169.905
		132			167.970	162.795

Fireline Frequencies

Channels						
Analog Tone			Digital P25 NAC			RX / TX Freq. (MHz)
100.0	123.0	88.5	293	400	555	
1	18		401	418		150.470
2	19	35	402	419	435	151.055
3	20	36	403	420	436	151.070
4	21	37	404	421	437	151.090
5	22	38	405	422	438	151.115
6	23		406	423		151.265
7	24	39	407	424	439	151.385
8	25	40	408	425	440	151.880
9	26		409	426		151.910
10	27		410	427		152.090
11	28		411	428		152.390
12	29	41	412	429	441	153.050
13	30		413	430		154.415
14	31	42	414	431	442	154.505
15	32		415	432		158.970
16	33		416	433		159.420
17	34	43	417	434	443	162.210

Fireline Repeaters

Channels							
Analog Tone			Digital P25 NAC			RX Freq. (MHz)	TX Freq. (MHz)
136.5	151.4	162.2	293	400	555		
45	47	49	445	447	449	159.420	154.190
46	48	50	446	448	450	158.970	154.250

Pre-Assigned Channels

	Channel	Freq. (MHz)	Tone (Hz)
Dozer CH	11	152.390	100.0
Camp CH	19	151.055	123.0
Prov. HLCO CH	35	151.055	88.500
Prov. Mutual Aid	Wide Band	156.855	

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VHF/AM Frequencies

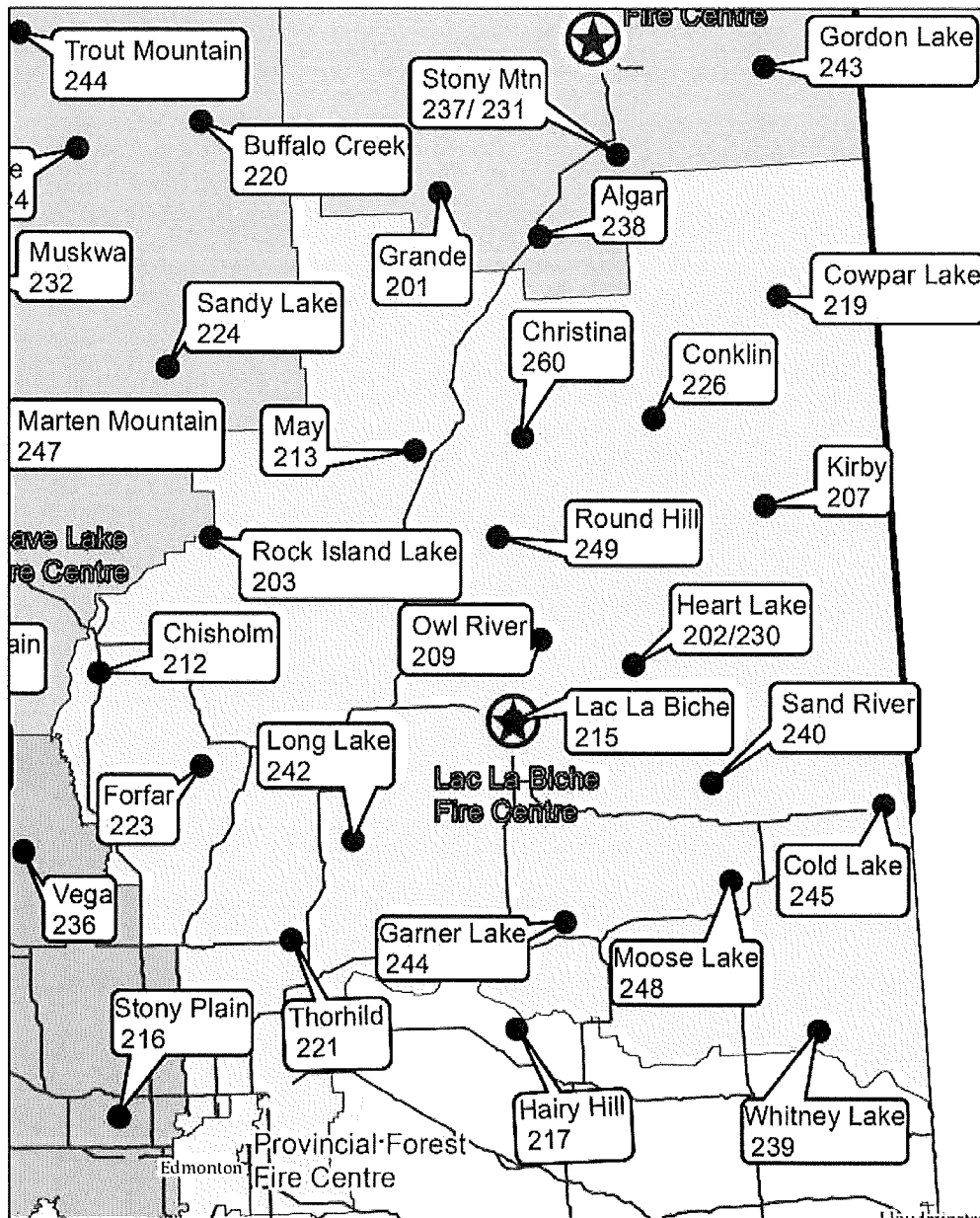
All aircraft proceeding to initial attack (IA) fire(s) will monitor and use 129.800 Primary. Alternate initial attack air advisory frequencies may be assigned if there are multiple fires in an area. All aircraft proceeding to a sustained action (SA) fire(s) will monitor and use 122.650 Primary. Alternate sustained action air advisory frequencies may be assigned if there are multiple fires in an area. **There is no AM monitoring on Fireline.**

AM Usage	Freq. (MHz)
Air Advisory (Primary IA)	129.800
Air Advisory (Secondary IA)	128.950
Air Advisory (Alternate IA)	130.750 (N of 52°, < 3500')
Air Advisory (Primary SA)	122.650
Air Advisory (Secondary SA)	130.175 (N of 53°, < 3500')
Air Tanker Bases	122.050

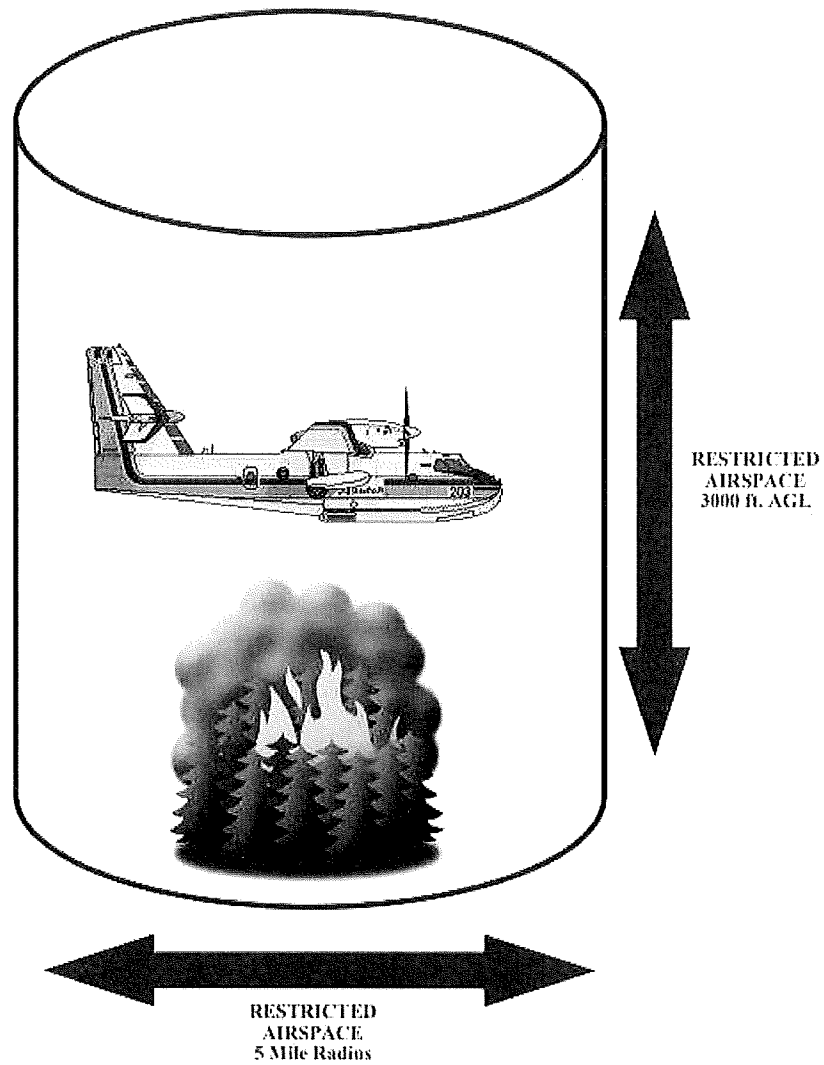
LAC LA BICHE AREA

(780) 623-5389	Callsign	Contact Channel
Lac La Biche Duty Room	La Biche Forestry	
Initial Attack		36 + 38
Lookouts		
Chisholm	Chisholm Lookout	212
Conklin	Conklin Lookout	226
Cowpar	Cowpar Lookout	219
Heart Lake	Heart Lake Lookout	202
Kirby	Kirby Lookout	207
May	May Lookout	213
Rock Island	Rock Island Lookout	203
Round Hill	Round Hill Lookout	249
Sand River	Sand River Lookout	240
Fire Bases		
Leismer	Leismer Base	226
Calling Lake	Calling Lake Base	203
Beaver Lake	Beaver Lake Base	209
Air Tanker Bases		
Lac La Biche	La Biche Tanker Base	202

LAC LA BICHE AREA

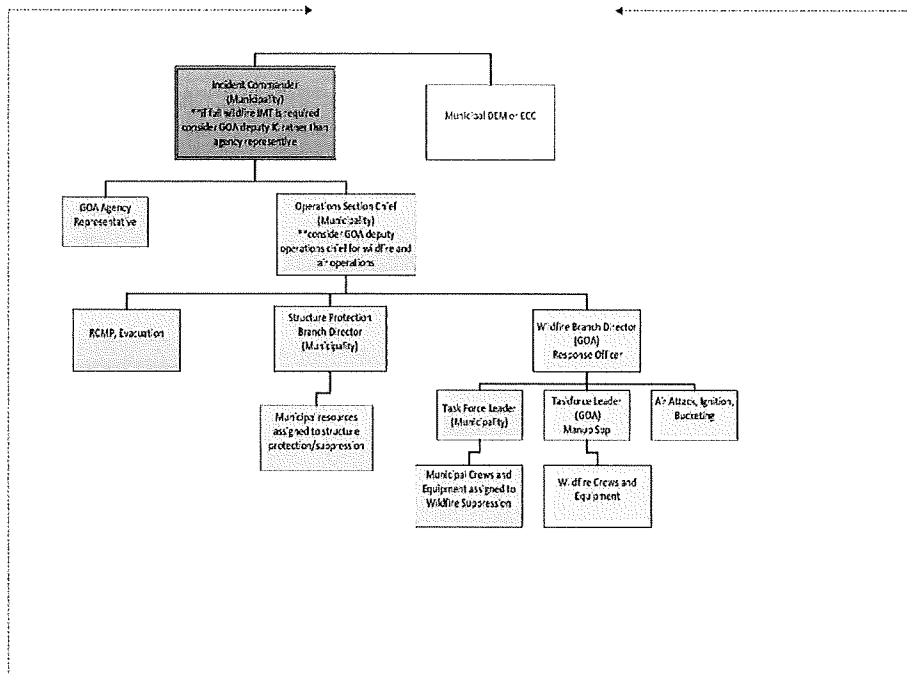


CLASS F AIRSPACE NOTAM

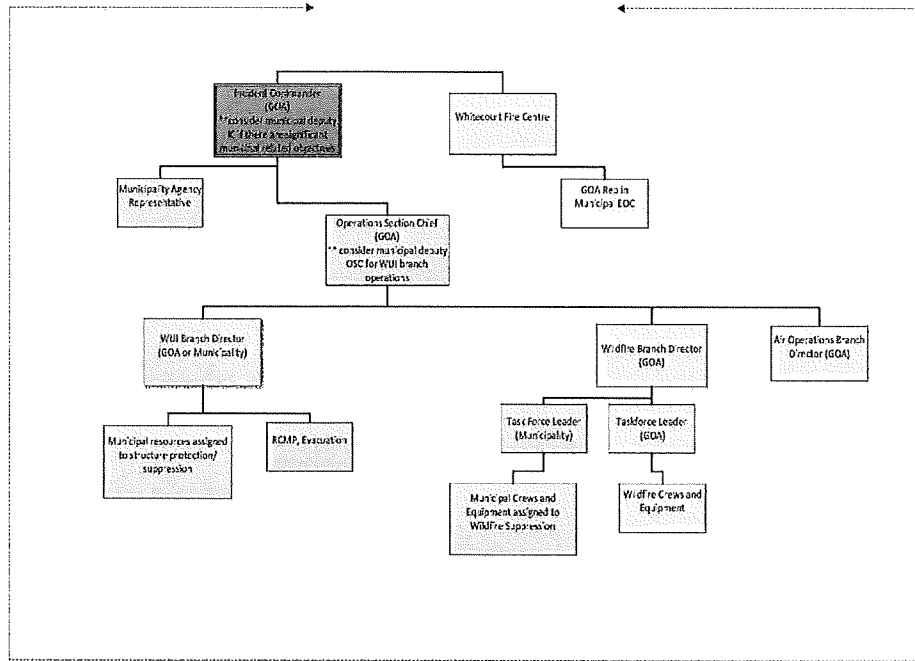


SCHEDULE J

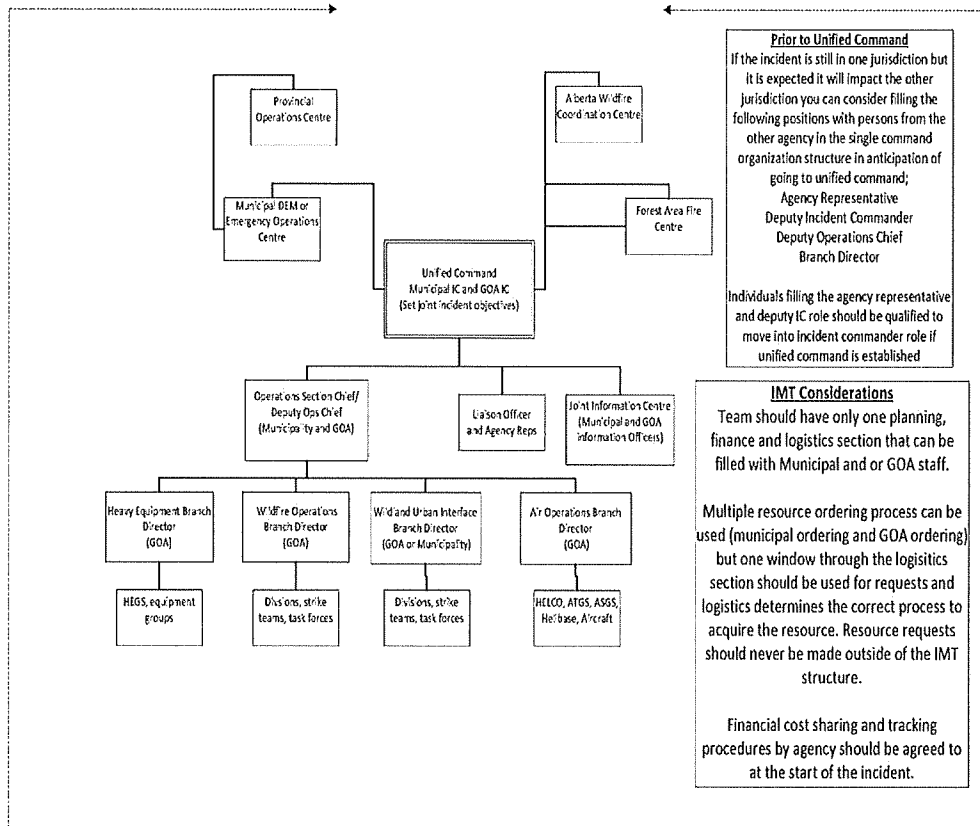
Incident Command System – Organization Structure Charts



Wildfire in Municipal Jurisdiction
Potential Command and Operations Organizational Structure



Wildfire in the Forest Protection Area with Municipal Resources Assisting
Potential Command and Operations Organizational Structure



Unified Command of Multi Jurisdiction Wildfire
Potential Command and Operations Organizational Structure

SCHEDULE K

Training Courses Available to the Municipalities

There are many sources of training for municipal staff involved with wildfire response and emergency management.

Most training is supplied/owned/available through the Ministry of Municipal Affairs (e.g., ICS training and NFPA courses/standards). The following courses may be available to the Municipality from the Division:

- Online Wildfire Orientation
- Wildfire Investigation (FI-110, FI-210, FI-310)
- Advanced Fire Behaviour**
- Dozer Boss (Industry)
- Prescribed Fire Planning
- Wildfire Prevention

SCHEDULE L

Fire Ban System and Matrix


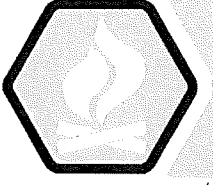



<https://wildfire.alberta.ca/prevention/fire-ban-system.aspx>

	NO RESTRICTION Safe campfires are allowed in campgrounds and backcountry or random camping areas. Any burning other than a campfire requires a fire permit.
	FIRE ADVISORY Safe campfires are permitted in campgrounds and backcountry or random camping areas. Issuance of fire permits for other burning may be restricted.
	FIRE RESTRICTION Safe campfires are allowed in fire rings in campgrounds only. No open fires are allowed in backcountry or random camping areas. Fire permits may be suspended or cancelled and no new fire permits will be issued.
	FIRE BAN No open fires are allowed in campgrounds or in backcountry or random camping areas. All fire permits are suspended or cancelled and no new fire permits will be issued.
	FOREST AREA CLOSURE Portions of the forest are closed and no access is permitted for public safety concerns.

27 | APPENDIX A

SUMMARY

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	Restriction Level	Activities Allowed In Campgrounds	Activities Allowed In Backcountry and Random Camping Areas	Prohibited or Restricted Activities
	NO RESTRICTION (Low-Moderate)	<ul style="list-style-type: none"> Safe wood campfires within fire rings Charcoal briquettes Portable propane fire pits Gas or propane stoves and barbecues, designed for cooking or heating Catalytic or infrared style heaters 	<ul style="list-style-type: none"> Safe wood campfires Charcoal briquettes Portable propane fire pits Gas or propane stoves and barbecues, designed for cooking or heating Catalytic or infrared style heaters 	Any burning (other than a campfire) without a valid fire permit
	FIRE ADVISORY (Moderate-High)	<ul style="list-style-type: none"> Safe wood campfires within fire rings Charcoal briquettes Portable propane fire pits Gas or propane stoves and barbecues, designed for cooking or heating Catalytic or infrared style heaters 	<ul style="list-style-type: none"> Safe wood campfires Charcoal briquettes Portable propane fire pits Gas or propane stoves and barbecues, designed for cooking or heating Catalytic or infrared style heaters 	Any burning (other than a campfire) without a valid fire permit
<i>Issuance of new fire permits may be limited. Existing fire permits may be suspended or cancelled.</i>				
	FIRE RESTRICTION (High-Extreme)	<ul style="list-style-type: none"> Safe wood campfires within fire rings Portable propane fire pits Gas or propane stoves and barbecues (not charcoal briquettes), designed for cooking or heating 	<ul style="list-style-type: none"> Portable propane fire pits Gas or propane stoves and barbecues (not charcoal briquettes), designed for cooking or heating Catalytic or infrared style heaters 	<ul style="list-style-type: none"> Wood campfires in backcountry or random camping areas Charcoal briquettes, turkey fryers and ski torches
<i>Issuance of new fire permits will be very limited. Existing fire permits will likely be suspended or cancelled</i>				
	FIRE BAN (Extreme-Catastrophic)	<ul style="list-style-type: none"> Gas or propane stoves and barbecues (not charcoal briquettes), designed for cooking or heating Catalytic or infrared style heaters 	<ul style="list-style-type: none"> Gas or propane stoves and barbecues (not charcoal briquettes), designed for cooking or heating Catalytic or infrared style heaters 	<ul style="list-style-type: none"> Wood campfires Portable propane fire pits Charcoal briquettes, turkey fryers and ski torches
<i>Existing fire permits are suspended or cancelled. New fire permits will not be issued</i>				
	FOREST AREA CLOSURE (Catastrophic)	<ul style="list-style-type: none"> Portions of the Forest Protection Area closed to public except by access permit 	<ul style="list-style-type: none"> Portions of the Forest Protection Area closed to public except by access permit 	All activities within the closed area
<i>All appliances (such as barbecues, stoves, heaters and portable campfires) must be CSA approved or UL certified.</i>				

SCHEDULE H

Division Estimated Reimbursement Rates

2021-
2023
Rates

Resource	Rate
Airtanker Aircraft:*	
CV 580 - removed	
CL215T	\$4725.00 per hour plus fuel and retardant
Air Tractors (wheeled)	\$2625.00 per hour plus fuel and retardant
Air Tractors (amphibious)	\$3200.00 per hour plus fuel and retardant
L188	\$6510.00 per hour plus fuel and retardant
Birddog Aircraft	
Turbo Commander 690	\$2850.00 per hour plus fuel
Cessna Caravan C208	\$2625.00 per hour plus fuel
Helicopters:	
Casual	Government hourly flying rate plus fuel
Contract Intermediate	\$1,050 to \$2,100 per flying hour plus fuel
Contract Medium	\$2,835 per flying hour plus fuel
Contract Heavy	\$3,150 per flying hour plus fuel

\$3200

\$1400

\$2400

\$6200

\$1900

\$1900

\$1213 -
\$2335

\$2039 -
\$2875

(not included
in old
agmt.)

* Airtanker Group Configuration is comprised of a minimum of 1 Bird Dog, 1 Airtanker and an Air Attack Officer.

**Manpower will be billed at actual cost. Estimated rates above do not include overtime rates, accommodations or meals.

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Manpower:**	
HAC Crew (4 or 8 man)	Cost Estimate \$21.83-\$29.36 per hour/person
UNIT Crew (20 man)	Cost Estimate \$21.83-\$29.36 per hour/person <i>21⁶¹ - 27¹³</i>
Firetack Emergency (8 man)	Cost Estimate \$17.00-\$20.00 per hour/person <i>17⁸⁶ - 22⁷⁹</i>
Firetack Base and Secondary (8 man)	Cost Estimate \$33.11/hour/person first 8 hours - \$49.67/hour/person after 8 hours. <i>29⁷⁷ 44⁶⁶</i> Truck Rate \$229.65/day/vehicle <i>211⁷⁶</i>
Firetack Zero Day (8 man)	Cost Estimate \$27.41/hour/person first 8 hours - \$41.13/hour/person after 8 hours. <i>24⁴¹ 36⁶²</i> Truck Rate \$229.65/day/vehicle <i>211⁷⁶</i>
Air Attack Officer (contract)	\$1250.00/day/person <i>1000⁰⁰</i>
Specialized Equipment:	
Helltorch	Government Rate
Compressed Air Foam Unit	Contract Rate

*21⁶¹ -
27¹³ / hr
person*

Appointment of ARB Officials 2023

Gerryl Amorin <gerryl@amorinaccounting.com>

Tue 1/31/2023 6:05 PM

Hello All,

Please be advised that the annual requirement for all participating municipalities to appoint the ARB officials for 2023 is now due.

(As per MGA section 454)

- All municipalities are required to appoint by resolutions the following as your ARB officials for 2023.

ARB Chairman - Raymond Ralph

Certified ARB Clerk - Gerryl Amorin

Certified Panelists - Darlene Chartrand
Tina Groszko
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)

Gerryl Amorin, CPA | Manager, Finance Officer

Capital Region Assessment Services Commission (CRASC)
11810 Kingsway Avenue
Edm AB T5G 0X5
Direct: 780 297 8185



Confidentiality Warning: This message and any attachments are intended only for the use of the intended recipient(s), are confidential, and may be privileged. If you are not the intended recipient, you are hereby notified that any review, retransmission, conversion to hard copy, copying, circulation or other use of this message and any attachments is strictly prohibited. If you are not the intended recipient, please notify the sender immediately by return e-mail, and delete this message and any attachments from your system.

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PRESIDENT'S SUMMIT ON THE FUTURE OF MUNICIPAL GOVERNMENT

[Home](#) / [Events](#) / President's Summit on the Future of Municipal Government

[← Events](#)

Mar 29
- 30

In-person
Advocacy

Event Summary

OVERVIEW AGENDA

**Please note, agenda is subject to change at any time*

As the main finding of the Future of Municipal Government project to date is that intermunicipal collaboration is key to building thriving communities, the Summit will focus on factors identified as key to enhancing the effectiveness of collaboration. The Summit will also be designed to reflect another key finding "that one size does not fit all". What collaboration looks like will vary by size, geography and capacity of the municipalities involved.

The Summit will provide participants practical ideas and examples you can adapt to enhance collaboration efforts in your own community. It will also provide you the opportunity to shape Alberta Municipalities advocacy for policy, program and legislative changes needed to support more effective intermunicipal collaboration.

This year, the President's Summit on the Future of Municipal Government is being held in conjunction with the *Spring Municipal Leaders' Caucus which will run from March 30 at noon to March 31*. The Municipal Leaders' Caucus will focus on key, top-of-mind issue affecting communities, and give you a chance to hear from government officials prior to this year's election. More details on the MLC and President's Summit will be available soon, including hotel booking information. Registration for both events will open in February.

Cost

While the President's Summit and Municipal Leaders' Caucus are separate events, members are encouraged to attend both, but are not required to. Please note, due to the interactive nature of the President's Summit, it will NOT be available virtually.

In-person events include food and beverage. President's Summit registration includes an evening event on March 29 which will include dinner and entertainment.

Full Registration (Both events, In-person) - \$350

President's Summit Only In-Person (March 29 to March 30 at noon) - \$200

Municipal Leaders' Caucus Only In-Person (March 30 at noon - March 31) - \$200

Municipal Leaders' Caucus Virtual - \$100

Accommodations

A hotel room block has been set-up at The Westin for attendees. Rates start at \$195+tax per night.

[Click here to book your room](#)

Event Category

Advocacy

Location

Westin Edmonton
10135 100 Street
Edmonton AB T5J 0N7

Ticket pricing

Full Registration (Both events, In-person) - \$350

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President's Summit Only In-person (March 29 to March 30 at noon) - \$200
Municipal Leaders' Caucus Only In-person (March 30 at noon - March 31) - \$200
Municipal Leaders' Caucus Virtual - \$100

How to register and submit questions
[Click here](#) to register.

Cancellation/Refund Policy
Any cancellation made prior to 4:30 pm on Friday, March 17 will be eligible for a full refund minus a \$10 administrative fee. Any cancellation made between March 17 at 4:30 pm and March 24 at 4:30 pm will be eligible for a 50% refund. Any cancellations made after 4:30 pm on March 24 will not be eligible for a refund. Registrations are transferrable. Please send all cancellation requests or changes to registration@abmunis.ca.

REGISTER OR FIND MORE

More Upcoming Events

FEB 23, 3:00 PM · VIRTUAL

FOMG: Local Governance In Alberta

MAR 30, 12:00 PM · HYBRID

2023 Spring Municipal Leaders' Caucus

SEP 27, 8:00 AM · IN-PERSON

2023 Convention & Trade Show

SEP 25, 1:00 AM · IN-PERSON

2024 Convention & Trade Show

STAY UP TO DATE!

We keep you informed. Subscribe to one of our regular newsletters.

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[Products & Services](#)

[Events](#)

[Not-for-profits](#)



Alberta Municipalities respectfully acknowledges that we live, work, and play on the traditional and ancestral territories of many Indigenous, First Nations, Métis, and Inuit peoples. We acknowledge that what we call Alberta is the traditional and ancestral territory of many peoples, presently subject to Treaties 4, 6, 7, 8 and 10 and Six Regions of the Métis Nation of Alberta.

FortisAlberta offers \$2,500 grants for environmental initiatives

Kelsey Nixon <kelsey.nixon@fortisalberta.com>

on behalf of

Stakeholder Relations Team <stakeholderrelations@fortisalberta.com>

Fri 1/13/2023 7:01 AM

Cc: Dora LHeureux <dora.lheureux@fortisalberta.com>; Nicole Smith <nicole.smith@fortisalberta.com>; Chris Burt <chris.burt@fortisalberta.com>; Kayla Law <kayla.law@fortisalberta.com>; Sunny Parmar <sunny.parmar@fortisalberta.com>; Cody Webster <cody.webster@fortisalberta.com>; Dave Hunka <dave.hunka@fortisalberta.com>

At FortisAlberta, we believe in contributing to the well-being of the communities where our customers and employees live and work. Through our Community Investment program, which includes employee volunteerism, we work to empower communities by contributing to organizations that offer programs and services that align with our giving focus areas: safety, education, the environment, and wellness.

We support our communities with our [Community Naturalization and Tree Planting Grant](#) programs. We invite you to read more about these programs and consider applying on your community's behalf. We have 18 \$2,500 Grants available in 2023 and the deadline to apply is end of day **Friday, May 5**. Through these grants, we seek to support our municipal customers with developing and improving environmentally friendly programs, initiatives, and facilities in their communities.

To apply, create your profile [here](#).

We look forward to hearing about what your community is doing to enhance the quality of life of your residents!



We are FortisAlberta. We deliver the electricity that empowers Albertans to succeed. We keep the power on, not just because it's our job, but because we care about the people we serve. We are reliable, honest and dedicated to our work because our employees, customers and communities matter to us.

Celebrate and Declare Seniors' Week 2023!

Seniors Information <Seniorsinformation@gov.ab.ca>

Mon 2/13/2023 10:08 AM

To: Seniors Information <Seniorsinformation@gov.ab.ca>

For 37 years, the Government of Alberta has celebrated the first week of June to honour and recognize seniors for their many contributions to Alberta. This year, Seniors' Week is from June 5 – 11. If you are planning an event in your community on June 5, you are encouraged to submit an Expression of Interest by **February 28, 2023**, to help officially kick-off the celebrations. The community with the selected expression of interest will receive a \$5,000 grant to co-host the provincial launch event of Seniors' Week 2023.. Please visit <https://www.alberta.ca/seniors-week.aspx> for more information.

As well, all municipalities, First Nations communities and Metis Settlements are invited to officially declare Seniors' Week. Attached is a Community Declaration to show your support and to generate greater awareness of the importance of seniors in Alberta. If your community officially declares Seniors' Week, please send a notification to seniorsinformation@gov.ab.ca by **June 1, 2023**, so your participation can be acknowledged on <https://www.alberta.ca/seniors-week.aspx>.

Your community or organization is encouraged to recognize and celebrate seniors throughout Seniors' Week. To learn more, please visit <https://www.alberta.ca/seniors-week.aspx> or email at seniorsinformation@gov.ab.ca if you have any questions.

Best regards,
Seniors, Community and Social Services

A stylized, handwritten-style signature of the word "Alberta" in a dark, bold font, followed by a small square icon.

Classification: Protected A

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DECLARATION

In honour of the past, present and future contributions of the seniors of this community and throughout Alberta, I hereby declare June 5 – 11, 2023 to be Seniors' Week in

Community

Official Title

Official Signature

A handwritten signature in black ink, appearing to read 'Jeremy Nixon', written over a horizontal line.

The Honourable Jeremy Nixon; Minister of Seniors, Community and Social Services



Summer Village of Island Lake

Box 8, Alberta Beach TOE 0A0

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

Website: www.islandlake.ca

Email: svislandlake@wildwillowenterprises.com

January 24, 2023

21DP11-04

22DP25-04

Re: Time Extension of Development Permit 21DP11-04 to relocate an existing Sea-can on Plan 782 0256, Block 17, Lot 9 - 26 Lakeshore Drive, Summer Village of Island Lake (the "Development") within the R1 - Residential Small Lot District (the "Lands")

Development Permit 21DP11-04 of the Lands was approved for a Sea-can. No appeal was filed with the Subdivision and Development Appeal Board. The Development Officer has not received any complaints about the Sea-can from an adjacent land owner. The Sea-can is situated between the principal dwelling and the lane and is deemed to be attached to the principal dwelling. It is an existing, non-conforming use under the Municipal Government Act given that Development Permit 21DP11-04 was approved. The land owner is seeking a time extension to complete the Development. A notice to this effect was sent to adjacent land owners with a site plan that shows the new location of the Sea-can. No change in the size or use of the Sea-can is proposed. Custom siding will be affixed to the Sea-can. The Sea-can must be attached to the principal dwelling to comply with Development Permit 21DP11-04. The application for a time extension is approved subject to the following:

1. No change in use or size of the Sea-can is permitted.
2. Re-location of the Sea-can must ensure safe, suitable access from the lane with the provision of parking, carport, and a roof structure.
3. The land owner must install exterior, custom wood siding on all sides of the Sea-can, build a roof structure, carport, and attach the Sea-can to the principal dwelling. The wood siding must compliment adjacent uses and the principal dwelling. This approval includes the structures shown in the plan appended (e. g. tent carport, storage buildings, dog run, and site grading etc.).
4. The Sea-can will be attached to the principal dwelling by a roof or any other unattached, open or enclosed above-grade structure or foundation / at grade concrete walkway or parking site contiguous to the carport and principal dwelling and, for the purposes of

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determining compliance of the Development, shall be considered to be a part of and attached to the principal building.

5. Plans and specifications for the wood siding, roof structure, and relevant building components (as shown in the diagram appended) will be provided to the Development Officer prior to obtaining a building permit.
6. The land owner is responsible for obtaining any other permits, licenses, and approvals that may be required prior to commencing development of the Lands that may include, but is not limited to:
 - a. A **ROADSIDE DEVELOPMENT** permit must be obtained from Alberta Transportation. There is no cost for the application. You must use MyAlberta Digital ID or MyAlberta Digital ID for business to submit the application.
 - b. Proof of an approved Roadside Development Permit must be provided to the Municipality before starting construction of the Development.
 - c. **ALBERTA ENERGY REGULATOR** related to natural gas lines, pipelines, and power lines located on the lands.
 - d. **ALBERTA UTILITIES AND TELECOMMUNICATIONS** related to telephone lines and utility services located on the lands.
 - e. **UTILITIES** - the land owner is responsible for contacting the utility service providers prior to disconnection and/or relocation of the power lines and other utilities.
7. The applicable Safety Codes permits may be obtained:

The Inspections Group Inc.
12010 – 111 Avenue NW
Edmonton, AB T5G 0E6

Email: questions@inspectionsgroup.com
Phone: 780-454-5048
Fax: 780-454-5222

Toll Free Phone: 1-866-554-5048
Toll Free Fax: 1-866-454-5222

8. The land owner will control drainage, dust or any other nuisance that would negatively affect the adjacent lands and land owners.
9. The land owner will any prevent drainage, soil, debris, and deleterious materials from being spilled into the lane and public roads and must not place any soil, fill or construction materials on private or public property without first obtaining the written permission of the land owner or as applicable, the Summer Village of Island Lake.
10. The Lands and improvements shall be maintained in a safe, clean, and tidy condition during all stages of construction, free from rubbish and debris. Receptacles for the purpose of disposing of rubbish and debris shall be provided on the Lands during the construction to prevent the scatter of debris and rubbish.

11. The land owner assumes full responsibility for safety of the Lands and construction of the improvements. No person shall keep or permit to be kept in any part of a yard any excavation, storage or piling of materials required for construction unless all necessary safety measures are undertaken. Materials are only to be stored on the Lands as is reasonably necessary to complete a particular stage of construction.
12. The land owner is responsible for any damage to private or public property caused by their suppliers, agents, and contractors.
13. The land owner will reasonably comply with the intent of the proposed development as shown in the site plan (appended) with the application, plans and information provided to the Development Officer that include, but is not limited to:
 - a. FRONT YARD SETBACK (to Lakeshore Drive) shall be a minimum of 8.0 metres (26.0 ft);
 - b. REAR YARD SETBACK (to the lane) shall be a minimum of 1.5 metres (5.0 ft);
 - c. SIDE YARD SETBACK shall comply with the Alberta Building Code or a minimum of 1.5 metres (5.0 ft) whichever is greater;
 - d. MAXIMUM HEIGHT shall be 1 (one) storey;
 - e. The land owner is responsible to ensure the Development is consistent with the conditions of any easement, covenant, rights-of-way or other agreements registered on the title of the Lands.
14. Any development started prior to the expiry of the appeal period is done solely at the risk of the land owner.
15. Approval for the time extension is valid to 24-NOV-2024:
 - a. Should circumstances warrant, the land owner may apply for one further time extension not to exceed ten (10) months.
 - b. If the proposed Development is not substantially started by 23-NOV-2023, this development permit is deemed to be null and void, unless an extension is granted in writing by the Development Officer.
 - c. Provided that the land owner takes reasonable steps to complete the Development, the expectations for the time extension are deemed to have been met for the purposes of compliance under the Land Use Bylaw.

DATE OF DECISION:

DATE APPLICATION DEEMED COMPLETE:	January 12, 2023
DATE OF DECISION:	January 24, 2023
EFFECTIVE DATE OF DEVELOPMENT PERMIT:	February 14, 2023

17. The attached notice must be posted on the Lands, or the street abutting the Lands, for not less than twenty-one consecutive (21) days after the development permit is received.

APPEAL:

18. The Land Use Bylaw provides for any person claiming to be affected by a decision of the Development Officer may file an appeal to the Subdivision and Development Appeal Board by serving notice of appeal to the Clerk of the Subdivision and Development Appeal Board.
- d. Where no appeal is made, a development permit does not come into effect until twenty-one (21) days after the date that the development permit is received.
 - e. Where an appeal is made, a development permit does not come into effect until the appeal has been determined and the development permit has been confirmed, modified or nullified.
19. An appeal must be made in writing and delivered by mail or in person so as to be received by the Clerk of the Subdivision and Development Appeal Board within twenty-one (21) days of the Date of Decision. The appeal should be directed to the Clerk of the Subdivision and Development Appeal Board and may be delivered:

By mail:

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

In person:

4808 51 Street
Onaway, AB
T0E 1V0

The appeal should include:

- a. payment of the appeal fee of \$200.00 plus GST;
- b. the legal description and/or the municipal address of the property to which the decision, issuance, or order of the development permit relates;
- c. your full name, mailing address, E-mail address, and phone number;
- d. a statement of the reasons for appeal and the issue or condition in the decision or order that are the subject of the appeal.

Sincerely,
SUMMER VILLAGE OF ISLAND LAKE

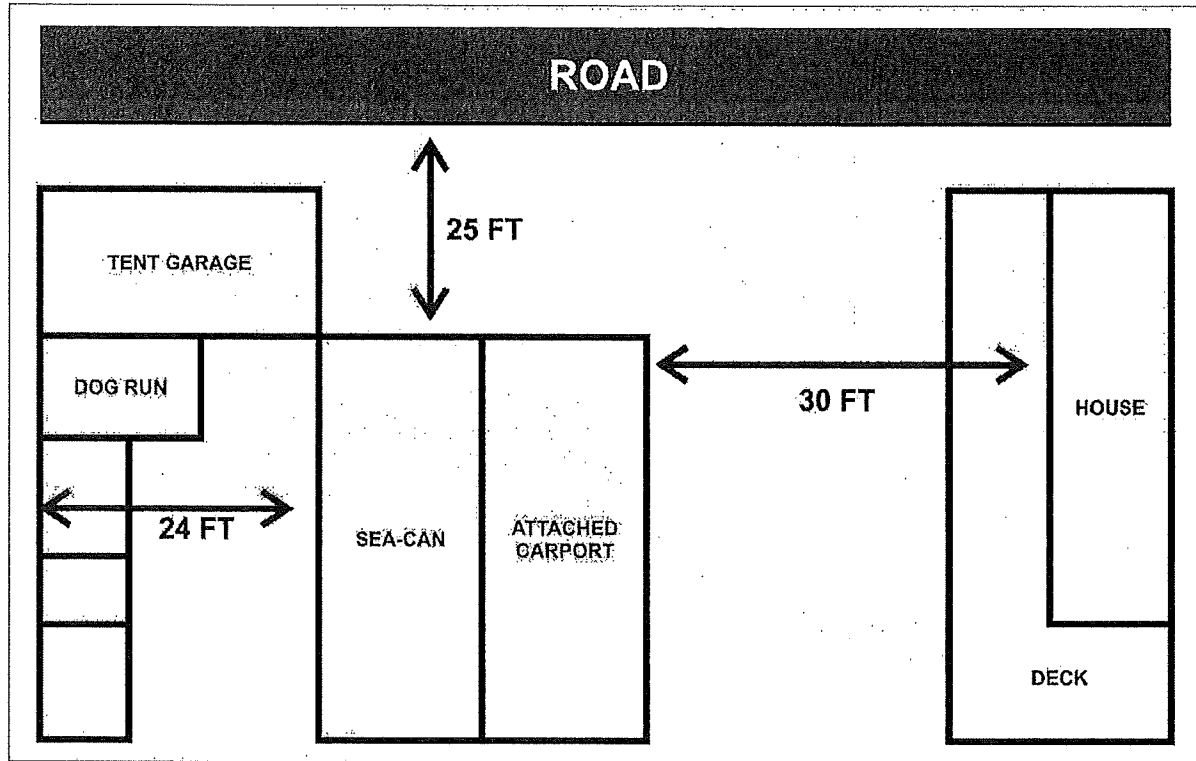


Rick Stuckenberg BES, RPP, MCIP
Development Officer
Cell # 780-542-0445
Email SVILPERMITS@outlook.com

NOTES:

- A. A development permit is not a building permit. The land owner must obtain and adhere to all Safety Code permits and requirements of the Safety Codes Officer having jurisdiction.
- B. The Development must comply with the Alberta Electrical Communication and Utility Code that provides for a minimum clearance from overhead wires and conductors.
- C. Walls of buildings within 2.4 m of the property line must be constructed in compliance with the Alberta Fire Code with a minimum fire rating of not less than 45 minutes.
- D. The land owner may need to consider:
 - i. any special design requirements of building the foundation;
 - ii. design and construction of a drainage system adequate for the existing soils;
 - iii. site grading to provide drainage away from the buildings and improvements.
- E. To request that buried utilities on your property be located and marked, submit a request online anytime at ClickBeforeYouDig or call **1-800-242-3447**.
- F. Alberta Transportation issued an exemption for a Roadside Development Permit.
- G. A development permit that has expired or needs to be modified requires a separate application and approval issued by the Development Officer.
- H. Compliance with this approval requires the land owner to adhere to all conditions attached hereto.
- I. Adjacent land owners, agencies, and the Summer Village of Island Lake will be notified of the approval of the application.
- J. A copy of the development permit will be posted on the municipal website.
- K. Should you have questions with the approval of this development permit, contact the Development Officer (SVILPERMITS@outlook.com or 780-542-0445).

SITE PLAN
26 Lakeshore Drive
Plan 782 0256, Block 17, Lot 9



The Development includes the above identified structures, existing and proposed

18881482 - Appel de propositions de 2022 de la composante innovation jeunesse du Fonds pour l'accessibilité / 2022 Call for Proposals under the Youth Innovation component of the Enabling Accessibility Fund

EDSC.JEUNESSEFA-YOUTHEAF.ESDC-GD <EDSC.JEUNESSEFA-YOUTHEAF.ESDC-GD@servicecanada.gc.ca>

Thu 2/2/2023 7:17 AM

To: svislandlake wildwillowenterprises.com <svislandlake@wildwillowenterprises.com>

****English follows French****

Bonjour,

Nous vous remercions d'avoir présenté une demande de financement dans le cadre de l'appel de propositions de la composante innovation jeunesse du Fonds pour l'accessibilité.

Nous regrettons de vous informer que la demande de financement soumise par votre organisme n'a pas été retenue en vue d'un financement pour les raisons suivantes :

- La documentation fournie est insuffisante suite à une demande d'information manquante

Veuillez noter que la présente décision est définitive.

Tous les projets financés dans le cadre de cet appel de propositions seront affichés sur une base trimestrielle sur le site Internet de la divulcation des subventions et des contributions du gouvernement du Canada.

Nous vous encourageons à visiter la page des programmes de financement du site Internet d'Emploi et Développement social Canada pour obtenir des renseignements sur les possibilités de financement.

Nous vous remercions pour votre intérêt à l'égard de ce programme.

Direction générale des opérations de programmes
Emploi et Développement social Canada

Hello,

Thank you for applying for funding to the 2022 Call for Proposals Youth Innovation component of the Enabling Accessibility Fund.

We regret to inform you that the application submitted by your organization has not been retained for funding for the following reasons:

- The documentation provided following a request for missing information was insufficient

Please note that this decision is final.

All projects funded under this Call for Proposals will be posted on the Disclosure of Grants and Contributions Government of Canada website quarterly.

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You are encouraged to visit the [Funding Programs](#) page of the Employment and Social Development Canada website for information on funding opportunities.

Thank you for your interest in this program.

Program Operations Branch
Employment and Social Development Canada

February 8, 2023

Island Lake, Summer Village of
Box 8
Alberta Beach, AB T0E0A0

Dear valued member,

2023 Annual Insurance Renewal

Greetings from your dedicated team at Alberta Municipalities. Please find enclosed your 2023 insurance renewal package provided by Alberta Municipalities' wholly-owned AMSC Insurance Services (AMSCIS).

INSURANCE MARKET VOLATILITY

The insurance market continues to face turbulent times and as a result we are continuing to see a rise in insurance rates globally and locally. In Canada alone, severe weather caused \$3.1 Billion in insured damage making 2022 the 3rd worst year for insured damage in Canadian history. Severe weather events combined with inflationary pressures, high labour and material costs, supply chain disruptions and rising geo-economic tensions are all impacting the market and, most notably, the infrastructure sector.

As a result, the impacts of increased reconstruction costs have required us to add an inflation factor to property assets of those members who have not received a building valuation within the last two years. This change may impact your 2023 property renewal.

WHAT WE ARE DOING TO HELP YOU

At Alberta Municipalities, our focus is providing members with stability during uncertain times. Your insurance reciprocal is an insurance pool that acts as a shock absorber, smoothing the budgetary highs and lows and providing stability to all its subscribers.

We are extremely pleased to use our subscriber-owned insurance reciprocal to **reduce premiums by \$3 Million**. This means your 2023 premiums will once again be maintained well below what other insurance providers are offering.

Also, we recently completed an in-depth review of our Liability Insurance wordings and have made enhancements, clarified coverage, and made a few changes to sub-limits and deductibles.

Included in your 2023 insurance renewal package are two informative documents: **Your Liability Insurance Policy has Changed** and **What's New In 2023**. We understand that the information provided is technical in nature. Therefore, we strongly encourage you to review these documents in detail to understand these recent changes and better understand the tailored insurance coverage, claims support, and risk management tools available to you.

And as always, your insurance advisor is available to discuss your policy details with you at any time. Should you have any questions, please e-mail us at insurance@abmunis.ca or call us at 310-MUNI.

We thank you for your continued commitment to Alberta Municipalities and we look forward to working with you in 2023.

Yours truly,

General Insurance Services Team

CRCB - EOI Follow Up - Island Lake Summer Village

Ronak Patel <Ronak@abmunis.ca>

Thu 1/12/2023 3:00 PM

To: svislandlake.wildwillowenterprises.com <svislandlake@wildwillowenterprises.com>; Clare Huffman <CHuffman@morrisonhershfield.com>

Cc: Andrea Miller (She/her) <AndreaM@abmunis.ca>

📎 1 attachments (9 KB)

image001.png;

Agenda:

- Discuss Climate Resilience Capacity Building Program and eligible activities
- Review EOI and proposed project
- Review Application Form

For reference:

CRCB - New submission from Climate Resilience Capacity Building Expression of Interest

Community Name

Island Lake Summer Village

Community Type

- Summer Village

Community Address

Box 8 Alberta Beach, AB T0E 0A0

Contact First Name

Wendy

Contact Last Name

Wildman

Primary Contact Title

Chief Administrative Officer

Phone Number

(780) 967-0271

Email Address

svislandlake@wildwillowenterprises.com

How would you gauge your community's current internal capacity on climate resilience planning and action?

Based on the CRCBP Self-Assessment Tool, it was determined that the community had a BASIC level of understanding. At this stage, ILSV has identified the importance of understanding the core aspects of climate resilience and adaptation in a context-specific way and is ready to embark on the process of completing a climate risk assessment to inform a climate resilience and adaptation planning process. The overarching goal of this work is to build capacity for a community response to climate change while acknowledging and accounting for the unique resourcing challenges of a small, rural village.

Please provide a brief description of your intended project:

ILSV is prepared to engage Morrison Hershfield (MH) as a consultant to design and deliver a climate risk assessment and climate adaptation plan under the MCCAC Planning stream. MH will use their climate and planning experience to layer research and learnings on top of broadly accepted climate action planning tools to ensure this project sets ILSV up for an integrated and decision-useful climate action planning process tailored to a context appropriate for a smaller community. The proposed climate planning approach is founded on tools such as the Climate Resilience Express: A Community Climate Adaptation Planning Guide (MCCAC, 2021), and the ICLEI Changing Climate, Changing Communities: Guide and Workbook for Municipal Climate Adaptation (2019), with the core purpose of supporting municipalities in developing and implementing decision-useful, community-oriented climate change actions that advance their climate adaptation goals.

At a high level, the project will proceed through four key phases:

Phase 1. Define Scope, Engage Stakeholders, Develop a Climate Profile

Phase 2. Assess Risks and Opportunities

Phase 3. Adaptation Action Planning

Phase 4. Implementation Planning

Through this process, a climate vulnerability and risk assessment will be completed to identify potential climate hazard impacts that could affect the priority community elements identified in Phase 1. Consequence scores will be determined based on potential severity of the consequence for each element determined to have exposure to a particular climate hazard(s). Potential climate hazards may include but are not limited to changes in frequency and severity of extreme heat, extreme precipitation events, drought and dry events, and fire weather. Relevant climate data and input on past severe weather events will be collected from publicly available sources and through agency / stakeholder / FN contacts / correspondence. The project will include community engagement to help raise awareness of the project and opportunities to participate, increase community awareness of climate change and options for action, understand what the community is already doing, and where we can leverage additional capacity for future actions, and reflect on what we're hearing about climate action priorities.

The final deliverable of the project will be a full Climate Resilience and Adaptation Plan, outlining a set of readily implementable and tailored community-level actions to address the highest risk elements as well as the concerns and priorities of the community.

Select the Project Stream that best aligns to your intended project:

Planning Stream

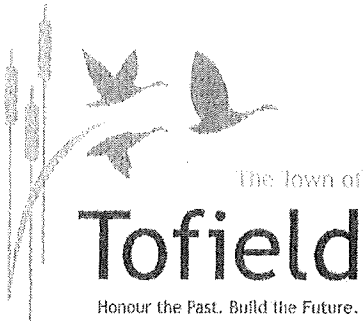
How will the intended project reduce the impacts of climate change risks and enhance local resilience?

Planning for climate change will help ILSV to become more resilient to climate-related risks, as well as reducing socio-economic and environmental impacts. The proposed approach will focus on practical, implementable solutions that are co-created by the community to leverage existing capacity, resources, and priorities wherever possible. Morrison Hershfield's prior experience with Summer Villages means they are well-placed to guide ILSV through the climate risk assessment process and co-create adaptation actions at an appropriate scale.

Overall, this project is intended to enhance climate resilience within Island Lake Summer Village via the development of a Climate Change Adaptation and Resilience Plan. The objective of the Plan will be to identify and understand the potential impacts that a changing climate may have on the community elements such as municipal buildings and infrastructure, homes and residents, parks, recreational areas, and greenspace, natural systems, community health, economic development, and so on. The Plan will include recommended future actions that the community may take to address any identified higher risk items and will include implementation considerations such as cost, complexity, timelines, and priority levels to help ILSV engage in an informed decision-making process to utilize limited financial resources and staff capacity most efficiently.

How did you hear about the Climate Resilience Capacity Building Program?

- Friends / family / colleague – word of mouth



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February 14, 2023

Nadja Lacroix
Senior Manager
Inspections Gaming
Nadja.lacroix@aglc.ca

Re: Letter of Support – Relocation of Camrose Casino

Dear Nadja:

Rural Alberta, and their communities are comprised of community groups, clubs, charitable organizations and societies. The culmination of these organizations leads to the betterment of communities on a whole. These organizations work tirelessly on behalf of the community to provide enhancements through projects that would not be possible without their hard work and dedication. However, the key factor to success is funding. These groups are often accessing funding through casinos. As many other communities have stated, accessing funding through casinos is often multiple months away, which could leave these important projects, or enhancements without the ability to move forward.

Having an ability for Tofield to access a larger pool of casino opportunities would provide a higher element of success. Our proximity to a larger urban location, such as Edmonton, or even Saint Albert, is no further than the distance to Camrose. Although we have been thankful when our service groups have been successful in accessing Camrose Casino, it is an exceptionally long wait, and the return is minimal, at best.

Upon review, this appears to be another slight to Rural Alberta, which as of recent seems to be continually accumulating, and enhancing barriers to provide success for the communities each of us represent. We believe there should be an allowance for relocation for the Camrose Casino. The relocation would allow for the betterment of our entire region, as well as Rural Alberta.

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Nadja Lacroix
Senior Manager
Inspections Gaming
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Further, the pooling of accessible casinos in larger urban settings would provide an enhanced level of success for Rural Alberta. The major urbans have additional resources and accessing abilities, as opposed to those of us in outlying areas. Collectively, the barriers need to be reduced to allow us all to flourish and provide betterment to our communities.

Respectfully,

Debora L. Dueck

Debora Dueck
Mayor
Town of Tofield

Cc.

Jackie Lovely, MLA Jackie.Lovely@assembly.ab.ca

Brian Jean, Minister of Jobs, Economy & Northern Development – jend.minister@gov.ab.ca

Travis Toews, President of Treasury Board & Minister of Finance – tbf.minister@gov.ab.ca

Nicole Marshall, Director of Alcohol, Gaming & Cannabis – Nicole.marshall@gov.ab.ca

Kandice Machado, AGLC CEO – kandice.machado@aglc.ca

Len Rhodes, AGLC Board Chair – len.rhodes@aglc.ca

Wyatt Skabron, Manager of Policy & Advocacy, RMA – wyatt@rmaalberta.com

Dan Rude, Chief Executive Officer, AB Munis - dan@abmunis.ca

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