

SUMMER VILLAGE OF ISLAND LAKE AGENDA

Tuesday, May 16th, 2023

Via Zoom – 5:00 p.m.

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

1.	<u>Call to Order</u>		
2.	<u>Agenda</u>	a)	May 16 th , 2023 Regular Council Meeting <i>(that Council approve as is or with additions/deletions as amended)</i>
3.	<u>Minutes:</u> Pages 1-3 Page 4	a)	April 18 th , 2023 Council Meeting Minutes <i>(that Council approve as is or as amended)</i>
		b)	April 27 th , 2023 Special Council Meeting Minutes <i>(that Council approve as is or as amended)</i>
4.	<u>Appointments or Delegation</u> Pages 5-27 Pages 28-43	a)	5:05 p.m. Andrew Christopher, Associated Engineering Ltd. – Island Lake Regional Water Extension - Feasibility Study. The Summer Village has received grant funding in the amount of \$53,400, which is 75% of the estimated eligible project cost. <i>(that Council approve and authorize execution of the Agreement between the Summer Village of Island Lake and Associated Engineering Alberta Ltd. for the Island Lake Regional Water Extension – Feasibility Study as presented)</i> Or <i>(some other direction as given by Council at meeting time)</i>
		b)	5:20 p.m. Jerome VanBrabant, Chief Project Officer, MCSnet, Fiber Optic Proposal. MCSnet is looking to find a location on the west side of Island Lake to bolster their GigAir network. The ball diamonds are uniquely located because the fiber line is to be built very close by along Highway 2. They are looking to install the line on to the ball diamond property and install a wood pole with a couple small antennas to launch their services. In return, they would provide the Summer Village with Public Access Wifi for the ball diamond area. <i>(Council direction at meeting time)</i>
		c)	5:35 p.m. Clarissa Huffman, Climate Change Planner/Project Manager, Morrison Hershfield, Climate Change Project. Ms. Huffman will provide a refresher on the project methodology and objectives, explore key success factors related to the project team (Council objectives, stake holders etc), discuss Council feedback on draft community valued components, review the project timeline, scheduling and important touch points and discuss next

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			<p>steps and answer any questions. The Summer Village has been approved for grant funding in the amount of \$71,685 representing 100% of the grant proceeds requested for the project. We have received \$53,765 to date.</p> <p><i>(that Council accept the presentation and direction moving forward of the Climate Change Project as information)</i></p> <p>Or</p> <p><i>(some other direction as given by Council at meeting time)</i></p>
		d)	<p>5:50 p.m. – Matthew Ferris, Development Officer, review of development activity to date.</p> <p><i>(that Council accept the information provided by Matthew Ferris, Development Officer as presented)</i></p> <p><i>(some other direction as given by Council at meeting time)</i></p>
5.	<u>Public Hearings</u>		N/A
6.	<u>Bylaws</u>	a)	N/A
7.	<u>Business</u>	a)	<p>Boat Dock Non-objection Renewal Request – Administration has received a request from the property owners of 3 Salmon Street, a non-lakefront parcel, requesting a letter of no-objection to place a dock off Plan 3857, Block 15, Lot P Municipal Reserve. This application was last approved in 2020.</p> <p><i>(that Council ratify the letter of no objection to the property owners of 3 Salmon Street for the dock placed on the Plan 3857KS, Block 15, Lot P Municipal Reserve)</i></p>
		b)	<p>Boat Dock Non-objection Renewal Request – Administration has received a new request from the owners of 21 Irene Avenue, a non-lakefront parcel, requesting a letter of no-objection to place a dock off the Plan 5537MC, Lot R, Municipal Reserve. There are no dock approvals off this parcel that we have record of.</p> <p><i>(that Administration ratify the letter of no objection to the property owners of 21 Irene Avenue for the dock placed on the Plan 5537MC, Lot R, Municipal Reserve)</i></p>
		c)	

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		d)	
		e)	
8.	Financial <i>Forwarded under separate cover</i>		April 30 th , 2023 Income and Expense Statement <i>(that Council accept the April 30th, 2023 Income and Expense Statement for information)</i>
9.	Councillors' Reports		
		a)	Mayor Newton
		b)	Deputy Mayor Fisher
		c)	Councillor Wasmuth <i>(that Council accept the Council Reports for information)</i>
10.	Administration Reports <i>Forwarded under separate cover Page 44</i>	a) b) c) d) e)	To Do List April 18 th , 2023 Development Officer Report – May 9, 2023 Greater North Foundation – Boundary Change Request <i>(that Council accept the Administration Report for information)</i>
11.	Communication and Correspondence <i>Page 45</i>	a)	Taxservice Update
	<i>Pages 46-48</i>	b)	Greater North Foundation – February 27 th , 2023 Minutes
		c)	
		d)	<i>(that Council accept the Communication and Correspondence for information)</i>
13.	Closed Session		N/A
14.	Next Meeting		Next Meeting is scheduled for June 20 th , 2023 at 5:00 p.m. via zoom.

**SUMMER VILLAGE OF ISLAND LAKE
AGENDA**

Tuesday, May 16th, 2023

Via Zoom – 5:00 p.m.

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

15.	<u>Adjournment</u>		
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Next Meetings: June 20th, 2023
 July 18th, 2023
 August 15th, 2023
 September 19th, 2023

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, APRIL 18TH, 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 23-60	MOVED by Deputy Mayor Fisher that the April 18 th , 2023 Agenda be approved with the following amendment: Business: 7.a) 2023 Municipal Law Seminar be amended to 2023 Employment Law Seminar CARRIED
3.	MINUTES 23-61	MOVED by Mayor Newton that the March 21 st , 2023 Council Meeting Minutes be approved as presented. CARRIED
4.	APPOINTMENTS 23-62	5:15 p.m. Colton Kerswell of Seniuk and Company will be presenting the Draft 2022 Audited Financial Statements. MOVED by Mayor Newton that Council schedule a special meeting for Thursday, April 27 th , 2023 at 5:00 p.m. via zoom to have any questions on the 2022 Draft Financial Statements addressed and approve the 2022 Audited Financial Statements. CARRIED Colton Kerswell left the meeting at 5:37 p.m.
5.	PUBLIC HEARINGS	N/A

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, APRIL 18TH, 2023
VIA TELECONFERENCE/ZOOM

6.	BYLAWS	N/A
7.	BUSINESS	
	23-63	MOVED by Mayor Newton that Council accept the Reynolds Mirth Richards Farmer Employment Law Seminar scheduled for Thursday, May 4 th , 2023 in Edmonton, Alberta for information. CARRIED
	23-64	MOVED by Councillor Wasmuth that Administration forward a letter of no objection to the property owners of 227 Lakeshore Drive, for the dock placed on the 763TR, Block 1, Lot 33R Municipal Reserve. CARRIED
	23-65	MOVED by Councillor Wasmuth that the 2023 Operating and Capital Budget be approved as presented. CARRIED
	23-66 <i>Bylaw 02-2023 Tax Rate Bylaw</i>	MOVED by Mayor Newton that Bylaw 02-2023, a Bylaw to set the various rates of taxation for the 2023 year be given 1 st reading. CARRIED
	23-67	MOVED by Deputy Mayor Fisher that Bylaw 02-2023 be given 2 nd reading. CARRIED
	23-68	MOVED by Mayor Newton that Council give unanimous consent to consider 3 rd reading to Bylaw 02-2023. CARRIED UNANIMOUSLY
	23-69	MOVED by Mayor Newton that Bylaw 02-2023 be given 3 rd and final reading. CARRIED
8.	FINANCIAL REPORT	N/A
9.	COUNCIL REPORTS	
	23-70	MOVED by Mayor Newton that the Council reports be accepted as presented. CARRIED

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, APRIL 18TH, 2023
VIA TELECONFERENCE/ZOOM

10.	ADMINISTRATION REPORTS 23-71	MOVED by Mayor Newton that the local Summer Village's joint Council meeting be scheduled for Saturday, May 13 th , 2023 at 10:00 a.m. at the Island Lake South Community Hall. CARRIED
	23-72	MOVED by Mayor Newton that the Administration Reports be accepted as presented. CARRIED
11.	INFORMATION & CORRESPONDENCE 23-73	MOVED by Mayor Newton that the following correspondence be accepted for information: <ul style="list-style-type: none"> ➤ Association of Summer Village of Alberta – March 23rd, 2023 email on Invasive Species Article ➤ Summer Village of Island Lake 1st quarter Safety Codes Report ➤ April 5th, 2023 email from Alberta Government advising of an increase to FCSS funding for 2023 CARRIED
12.	CLOSED MEETING	N/A
13.	NEXT MEETING	Next meeting is scheduled for April 27 th , 2023 at 5:00 p.m. (Special Meeting) and regular Council meeting May 16 th , 2023 at 5:00 p.m. via zoom.
14.	ADJOURNMENT	The meeting adjourned at 6:10 p.m.

Mayor, Chad Newton

Chief Administrative Officer, Wendy Wildman

SUMMER VILLAGE OF ISLAND LAKE
SPECIAL COUNCIL MEETING MINUTES
TUESDAY, APRIL 27TH, 2023
ZOOM PLATFORM

	PRESENT	Mayor: Chad Newton Deputy Mayor: Alan Fisher Councillor: John Wasmuth Administration: Wendy Wildman, CAO Diane Wannamaker, Administrative Assistant Appointments: Laura Marcato, Seniuk and Company 7:05 p.m. Public attendance (in person): 0 Public via teleconference: 1
1.	CALL TO ORDER	Mayor Newton called the meeting to order at 7:00 p.m.
2.	AGENDA 23-74	MOVED by Mayor Newton that the April 27 th , 2023 special meeting agenda be accepted as presented. CARRIED
3.	APPOINTMENTS 23-75	7:05 p.m. Laura Marcato arrived for the meeting to present the Draft 2022 Audited Financial Statements. Ms. Marcato left the meeting at 7:35 p.m. MOVED by Mayor Newton that the 2022 audited financial statements be approved as amended. CARRIED
4.	ADJOURNMENT	The meeting adjourned at 7:40 p.m.

Mayor, Chad Newton

Chief Administrative Officer, Wendy Wildman

**STANDARD FORM OF AGREEMENT
BETWEEN
CLIENT AND ENGINEER**

THIS AGREEMENT made in duplicate the _____ day of _____ in the year 2023

by and between the Parties:

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

hereinafter called the "Client"

and

Associated Engineering Alberta Ltd.
500, 9888 Jasper Avenue
Edmonton, AB T5J 5C6

hereinafter called the "Engineer"

WHEREAS the Client desires that engineering services be rendered by the Engineer for the following project (the "Project"):

ISLAND LAKE REGIONAL WATER EXTENSION - FEASIBILITY STUDY

and as detailed in Schedule B - Project Description, annexed hereto.

NOW THEREFORE, the Client and the Engineer, for the consideration and upon the terms and conditions hereinafter named, **agree as follows:**

ARTICLE I. GENERAL CONDITIONS OF AGREEMENT

The General Conditions of Agreement, annexed hereto in Schedule A, form a part of this Agreement.

ARTICLE II. ENGINEERING SERVICES

The Engineer will perform the services (the "Services") described in Schedule C - Scope of Services, annexed hereto.

ARTICLE III. FEE

The Client agrees to pay the Engineer the fees and charges as detailed in Schedule D - Fee Basis, annexed hereto, for furnishing the engineering Services described in Article II. Value Added Taxes are not included in the fees and charges and are payable additional thereto.

ARTICLE IV. ENTIRE AGREEMENT

This Agreement, including Schedules A, B, C and D annexed hereto, constitutes the sole and entire agreement between the Client and Engineer relating to the Project. This Agreement may be amended only by written instrument signed by both the Client and the Engineer. This Agreement is for the exclusive benefit of the Parties signatory thereto. It does not create a contractual relationship with or exist for the benefit of any third party, including contractors, subcontractors and their sureties.

IN WITNESS WHEREOF the Parties hereto have duly executed this Agreement.

Summer Village of Island Lake

Per:

Authorized Signatory

Title

Per:

Witness

Title

Associated Engineering Alberta Ltd.

Per:

Helder Afonso, P.Eng.

Vice President & General Manager, Alberta North

Per:

Helder Afonso, P.Eng.

President & CEO



SCHEDULE A

GENERAL CONDITIONS OF AGREEMENT

The following provisions, terms and conditions shall apply hereto:

1. DEFINITIONS

1.1 **Agreement:** This form; the Standard Form of Agreement between Client and Engineer, including any and all Schedules annexed hereto.

1.2 **Additional Services:** Services required of the Engineer, which are outside the scope of Services defined in this Agreement and for which the Engineer will be additionally compensated by the Client.

1.3 **Consultant:** Registered professional engineers, architects and other technical specialists, other than the Engineer, engaged by the Client directly.

1.4 **Contractor:** The party contracting with the Client or Owner for the provision of labour, materials and equipment for the execution of the Work.

1.5 **Contract:** The agreement between the Client or Owner and the Contractor for the provision of labour, materials and equipment for the execution of the Work by the Contractor.

1.6 **Contract Documents:** All documents relating to the Work issued by or through the Engineer which are incorporated into the Contract, and all variations and modifications thereto issued by or approved by the Engineer.

1.7 **Contract Time:** The period from the notice to proceed with the Work to the projected completion date for the Contract as agreed to between the Client or Owner and the Contractor in the Contract.

1.8 **Field Services:** Shall mean making such periodic visits to the Project site at intervals appropriate to the stage of construction as the Engineer, in the Engineer's sole professional discretion, considers necessary to enable the Engineer to ascertain whether the Contractor is carrying out the Work in general conformity with the Contract Documents, or such other Field Services as are stipulated herein.

1.9 **Owner:** Where different from the Client, Owner shall mean the party contracting with the Contractor for the execution of the Work, and the party providing the funding for the Project. In such a

case, it is assumed and understood that the Client has a master agreement with the Owner authorizing the Client to act on the Owner's behalf in the provision of services or the execution of the work under this Agreement.

1.10 **Project:** The Project described in the recitals to the Agreement.

1.11 **Services:** The Engineer's Services as set forth in this Agreement and the attached schedules.

1.12 **Shop Drawings:** Drawings, diagrams, illustrations, schedules, performance charts and data, technical brochures and other data provided by the Contractor or other third parties to illustrate details of a component or portion of the Work.

1.13 **Substantial Performance:** Shall have the meaning set out in lien legislation in effect at the place of the Work or, if such legislation does not contain a definition, it shall mean that point in time at which the Work is ready to be used or is being used for its intended purpose and is so certified by the Engineer. The term Substantial Completion, used in some jurisdictions, shall have the same meaning.

1.14 **Subconsultant:** Any registered/licensed professional engineer, architect or other technical specialist engaged directly by the Engineer in connection with the Project.

1.15 **Termination Expenses or Suspension Expenses:** Expenses incurred by the Engineer which are directly attributable to termination or suspension of the Services by the Client for reasons beyond the control of the Engineer, and shall include the Engineer's expenses reasonably and necessarily incurred in winding down the Engineer's Services.

1.16 **Total Performance:** Shall mean that the Work as appraised by the Engineer has been performed to the total requirements of the Contract Documents, and is so certified by the Engineer. The terms Total Completion or Final Completion, used in some jurisdictions, shall have the same meaning.

1.17 **Value Added Taxes:** Value Added Taxes means such sums as levied upon fees and charges by a Federal, Provincial or Territorial Government and is computed as a percentage of the same and includes the Goods and Services Tax, the Harmonized Sales Tax, the Quebec Sales Tax, the

SCHEDULE A

GENERAL CONDITIONS OF AGREEMENT

Saskatchewan Sales Tax and any similar tax, the payment or collection of which is imposed by legislation.

1.18 **Work:** The totality of all labour, materials and equipment used or incorporated into the Project by the Contractor pursuant to the Contract Documents.

2. Client's Responsibilities

The Client shall give due consideration to all sketches, drawings, reports, bids, proposals and other information provided to the Client by the Engineer and shall render decisions in a timely manner so as not to delay the work of the Engineer.

The Client shall make available to the Engineer all relevant information or data pertinent to the Project which is required by the Engineer. The Engineer shall be entitled to rely upon the accuracy and completeness of all information and data furnished by the Client, including information and data originating with the Client's Consultants, whether such Consultants are engaged at the request of the Engineer or otherwise. Where such information or data originates either with the Client or with the Client's Consultants, then the Engineer shall not be responsible to the Client for any consequences of any error or omission contained therein.

The Client shall arrange and make provision for the Engineer's entry and ready access to public and/or private property as well as to the Project site, as necessary to enable the Engineer to perform the Services of this Agreement.

The Client shall designate in writing an individual to act as the Client's representative, such person to have complete and exclusive authority to transmit instructions to and receive information from the Engineer.

The Client shall give prompt written notice to the Engineer whenever the Client or the Client's representative becomes aware of any defects or deficiencies in the Work or in the Contract Documents.

The Client shall obtain required approvals, licences and permits from municipal, governmental or

other authorities having jurisdiction over the Project so as to not delay the Engineer in the performance of the Services being rendered under this Agreement.

The Client shall expressly undertake not to enter into contracts in connection with the Project with Contractors or Consultants (or with the Owner, when the Client is not the Owner) which describe duties and responsibilities of the Engineer which are inconsistent with the duties and responsibilities of the Engineer provided for in this Agreement, without first obtaining the Engineer's written agreement thereto.

Where the work to be rendered by the Engineer under this Agreement is for discipline work on a building project designed by others, the Client shall provide electronic drawing files of all applicable building and structural elements, in AutoCAD® format and metric configuration, finalized as to design layout and suitable for use as a reference, prior to the Engineer commencing design Services under this Agreement. Revisions, changes or re-work required to be done by the Engineer as a result of subsequent changes to the finalized design layout, for reasons beyond the Engineer's control, will be deemed Additional Services and, as such, will be at the Client's expense.

In accordance with Canadian anti-spam legislation, the Client consents to the Engineer and its Subconsultants contacting the Client and its personnel through electronic messages relating to the Engineer's Services and other matters of interest to the Client. After the completion of this Agreement, the Client may withdraw any such consent by contacting the Engineer at unsubscribe@ae.ca.

3. Payment of Engineer's Fee

The Client shall pay the Engineer as provided in this Agreement.

The Engineer's invoices are due and payable when presented. Accounts unpaid by the Client thirty (30) days after presentation are subject to monthly interest charges at the rate of 12.0% per annum.

No deduction, holdback or set-off shall be made by the Client from the fee payable to the Engineer.



**SCHEDULE A
GENERAL CONDITIONS OF AGREEMENT**

4. Additional Services

If the Client authorizes the Engineer to do additional work over and above that contemplated in this Agreement, including re-work of plans and specifications for reasons beyond the Engineer's control, the Engineer shall be additionally compensated based on the time basis fee rate schedule annexed hereto or, lacking such a schedule, such other fee rates as mutually agreed between the Client and the Engineer prior to the commencement of such Additional Services.

5. Construction Emergencies

In the event of any construction emergency which, in the opinion of the Engineer, requires immediate action in the Client's interests, the Engineer shall have authority to issue such orders on behalf of and at the expense of the Client as he may deem necessary or expedient.

6. Variations in Design

The Engineer is empowered to make such deviations, alterations, additions and omissions in carrying out the Services, as the Engineer may reasonably consider desirable in the Client's interests, provided that no additions to the costs of the Contract are caused thereby, and no additional charge is made in the design of the work.

7. Field Services

The level of Field Services to be provided by the Engineer shall be as detailed elsewhere in this Agreement and the schedules annexed thereto.

8. Documents

All documents and drawings prepared by the Engineer, or by others on behalf of the Engineer, in connection with this Project are instruments of professional service for the execution of the Project. The Engineer retains the property and copyright in

these documents and drawings, whether the Project is executed or not. These documents and drawings may not be used on any other project or for any other purpose without the prior written agreement of the Engineer.

9. Standard of Care

The standard of care for all services performed by the Engineer pursuant to this Agreement shall be the care and skill ordinarily used by members of the design profession practicing under similar conditions at the same time and locality as the Project. The Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with Services.

10. Insurance, Damages & Liability of the Engineer

10.1 The Engineer shall provide and maintain, at its own expense, standard Automobile Liability insurance on all vehicles owned, operated or licensed in the name of the Engineer in an amount not less than \$1,000,000.00 inclusive for bodily injury and/or property damage.

10.2 The Engineer shall, at its own expense and without limiting its liabilities herein, insure its operations under a policy of Comprehensive or Commercial General Liability, with an insurer licensed in the Province or Territory where the Project is located, in an amount not less than \$2,000,000.00 per occurrence, insuring against bodily injury, personal injury, and property damage including loss of use thereof. Such insurance shall include blanket contractual liability.

10.3 The Engineer shall provide and maintain, at its own expense, Professional Liability Insurance in an amount not less than \$1,000,000.00 per claim. Such insurance shall be applicable to the Services.

10.4 Prior to the date of the execution of this Agreement, if the Client wishes to increase the amount of the coverage, or to obtain other special insurance coverage for this Project, then the Engineer shall cooperate with the Client to obtain such

SCHEDULE A GENERAL CONDITIONS OF AGREEMENT

increased or special insurance coverage at the Client's expense.

10.5 In consideration of the provision of the Services rendered by the Engineer to the Client under this Agreement, the Client agrees that any and all claims which the Client has or hereafter may have against the Engineer, the Engineer's servants, employees, subconsultants or representatives, in respect of the Services, howsoever arising, whether in contract or in tort, shall be absolutely limited to:

10.5.1 A period of six years from the date of the Certificate of Substantial Performance or the date of the termination or suspension of the Engineer's Services, or within such shorter period as may be prescribed by any limitation statute in the Province or Territory where the Project is located.

10.5.2 The lesser of the total amount of the Engineer's fee paid by the Client under the terms of this Agreement or \$250,000.00.

10.6 If for any reason the Engineer's Professional Liability Insurance is not available or does not apply to any claim made by the Client against the Engineer in respect of the Services, then the liability of the Engineer to the Client under this Agreement shall be absolutely limited to the re-performance at the Engineer's own cost of those Services which are proven at law to constitute errors, omissions or negligent acts on the part of the Engineer or anyone for whom the Engineer may be responsible at law.

10.7 The Engineer's liability with respect to any claims arising out of this Agreement shall be absolutely limited to direct damages arising out of the Services, and the Engineer shall bear no liability whatsoever for any consequential loss, injury or damages incurred by the Client, including but not limited to loss of profit, revenue, production, business, contracts or opportunity and increased cost of capital, financing or overhead.

10.8 It is further agreed that the Engineer shall not be liable for damages, interest, costs or any other expense arising out of the failure of any manufactured product or any manufactured or factory assembled system or components to perform in accordance with the manufacturer's specifications, advertising, product literature or written documentation on which the

Engineer reasonably relied during the preparation of the design or the Contract Documents.

10.9 In those instances where the Engineer makes use of third party software and other intellectual property in the course of providing the Services, the limitation of liability that exists between the third party provider and the Engineer shall, with the necessary changes, apply equally between the Engineer and the Client.

10.10 For the purposes of the limitation provisions contained in the Agreement of the Parties herein, the Client expressly agrees that it has entered into this Agreement with the Engineer, both on its own behalf and as an agent on behalf of its employees and principals. The Client expressly agrees that the Engineer's employees and principals shall have no personal liability to the Client in respect of a claim, whether in contract, tort and/or any other cause of action in law. Accordingly, the Client expressly agrees that it will bring no proceedings and take no action in any court of law against any of the Engineer's employees or principals in their personal capacity.

10.11 Where the Client is any form of municipal, local, provincial or federal government or agency, the Client expressly agrees that if the services provided by the Engineer or its principals, employees and subconsultants are the type that if provided by the officers or employees of the Client would bring into play statutory indemnification protection for the benefit of the Client or its officers and employees, the Client will indemnify the Engineer and its principals and employees to the same extent and under the same circumstances as the statutory indemnification would extend to the Client and its officers and employees. Examples of the services that are to be covered by this provision include but are not limited to the following:

- (i) review of rezoning applications;
- (ii) review of land use plans;
- (iii) review of subdivision submissions;
- (iv) review of building permit applications;
- (v) review for building code compliance;
- (vi) review of stormwater management, flood routing, or drainage plans; and

SCHEDULE A GENERAL CONDITIONS OF AGREEMENT

(vii) review of environment management plans.

11. Occupational Health and Safety Act

The Engineer acknowledges that the Engineer is an employer as defined in the Occupational Health and Safety Act, and will, as a condition of this Agreement, comply with the Occupational Health and Safety Act of the authority having jurisdiction and the regulations thereto in relation to the Engineer's own employees.

It is agreed that the Engineer shall not be responsible for the Contractor's means, methods, techniques, sequences, procedures or the safety and coordination of the Work. The Contractor shall be solely responsible for ensuring that any and all Occupational Health and Safety Acts and regulations are complied with. In particular, the Engineer shall not be required to accept the role or obligations of Prime Contractor with respect to such Acts.

12. Termination or Suspension by the Client

12.1 If the Engineer is shown to be in default in the performance of any of the Engineer's material obligations as set forth in this Agreement, then the Client may, by written notice to the Engineer, require such default to be corrected. If, within 30 days of receipt of such notice, such default has not been corrected or reasonable steps to correct such default have not been taken, the Client may, without limiting any other right or remedy the Client may have, immediately terminate this Agreement and make such settlement for the cost of the Services rendered and disbursements incurred by the Engineer pursuant to this Agreement and remaining unpaid as of the effective date of such termination.

12.2 If the Client is unable or unwilling to proceed with the Project, the Client may suspend or terminate this Agreement by giving 30 days written notice to the Engineer. Upon receipt of such written notice, the Engineer shall perform no further Services other than those reasonably necessary to suspend or close out

the Project. In such event, the Engineer shall be paid by the Client for all Services performed and for all disbursements incurred pursuant to this Agreement, plus expenses incurred by the Engineer which are directly attributable to termination or suspension, including expenses reasonably and necessarily incurred in winding down the Engineer's Services under this Agreement.

12.3 If the Project or any part thereof is abandoned at any stage or if any stage of the Engineer's Services is unduly delayed for reasons beyond his control, or if the contracts for the construction and installation of the Work are not awarded within 60 days after the completion of the drawings and specifications, the Engineer shall be entitled to payment as called for in this Agreement, including, if applicable, termination expenses.

13. Termination by the Engineer

13.1 If the Client is shown to be in default in the performance of any of the Client's material obligations set forth in this Agreement, including payment of the Engineer's fee as required herein, then the Engineer may, by written notice to the Client, require such default to be corrected. If, within 30 days after receipt of such notice, such default has not been corrected, the Engineer may, without limiting any other right or remedy he may have, immediately terminate this Agreement. In such an event, the Engineer shall not be liable for delay or damages as a result of the suspension or termination and the Client shall pay the Engineer for all Services performed and for all disbursements incurred by the Engineer pursuant to this Agreement and remaining unpaid as of the effective date of such termination, plus expenses incurred by the Engineer which are directly attributable to termination or suspension, including expenses reasonably and necessarily incurred in winding down the Engineer's Services under this Agreement, in addition to any other rights or remedies the Engineer may have.

13.2 If the Engineer's Services are suspended by the Client for any time for more than 30 cumulative consecutive or non-consecutive days through no fault



SCHEDULE A
GENERAL CONDITIONS OF AGREEMENT

of the Engineer, then the Engineer shall have the right at any time until such suspension is lifted by the Client, without limiting any other right or remedy the Engineer may have, to terminate this Agreement upon written notice thereof to the Client. In such an event, the Client shall pay the Engineer for all Services performed and for all disbursements incurred by the Engineer pursuant to this Agreement and remaining unpaid as of the effective date of such suspension, plus expenses incurred by the Engineer which are directly attributable to suspension, including expenses reasonably and necessarily incurred in winding down the Engineer's Services under this Agreement.

14. Dispute Resolution

In the event of a dispute arising the Client and the Engineer shall first use their best efforts to resolve the dispute or difference of opinion under or in connection with this Agreement by good faith amicable negotiations on a "without prejudice" basis, and shall provide frank, candid and timely disclosure of all relevant facts, information and documents to facilitate negotiations.

If a claim, dispute or controversy cannot be resolved by the project personnel, senior executives of the Client and Engineer, upon the request of either party, shall meet as soon as conveniently possible, but in no case later than thirty (30) days after such a request is made, to attempt to resolve such claim, dispute or controversy. If after meeting the senior executives determine that the claim, dispute or controversy cannot be resolved on terms satisfactory to both parties, the parties shall submit the claim, dispute or controversy for legal remedy.

15. Notices

All notices required by this Agreement to be given by either Party shall be deemed to be properly given and received within three business days if made in writing to either Party by certified mail, facsimile or personal delivery, addressed to the regular business address of such other Party. Notices sent by email shall not be deemed properly given and received

unless proof of receipt can be furnished by the sender.

16. Successors and Assignment

This Agreement shall inure to the benefit of and be binding upon the Parties hereto, and except as hereinafter otherwise provided, their executors, administrators, and successors and permitted assigns.

If a Party to this Agreement who is an individual should desire to bring in a partner or partners, or if a Party which is a partnership should desire to bring in a new partner or partners to share the benefit and burden of this Agreement, he or they may do so provided the additional parties covenant directly in writing with the other parties to be bound by the provisions of this Agreement.

Except as aforesaid, neither Party may assign this Agreement without the consent in writing of the other.

17. Joint and Several Liability

Where the Client is a joint venture, partnership or consortium each member of such joint venture, partnership or consortium shall be jointly and severally liable for the obligations of the Client under this Agreement.

SCHEDULE B
PROJECT DESCRIPTION

Refer to attached proposal number 20-02779, dated January 20, 2021.

SCHEDULE C
SCOPE OF SERVICES

Refer to attached proposal number 20-02779, dated January 20, 2021.

SCHEDULE D
FEE BASIS

Refer to attached proposal number 20-02779, dated January 20, 2021.

January 20, 2021
File: P20-02779

Diane Wannamaker
Summer Village of Island Lake
P.O. Box 8
Seba Beach, AB T0E 0A0

Re: CONSULTING SERVICES FOR A FEASIBILITY STUDY
ISLAND LAKE REGIONAL WATER SERVICES TRANSMISSION LINE AND TRUCK FILL

Dear Diane:

1 PROJECT UNDERSTANDING

The Summer Village of Island Lake has approached the Aspen Regional Water Services Commission (Commission) regarding water supply to the Summer Village, refer to attached **Figure 1-1**. The Summer Village's intent is to provide a truck fill located near the Summer Village and in proximity to Highway 2.

The Commission is supportive of the supplying water to the Summer Village but further study is required to confirm feasibility and cost. This feasibility would also support a funding application to Alberta Transportation under the Water for Life Program.

The primary objective of the study is to determine the feasibility of water supply to the Summer Village through local water treatment or supply from the Commission in the Town of Athabasca. The scope of the study includes:

- Coordination with Aspen Commission.
- General advice and support to the Summer Village including support towards communicating with neighboring municipalities.
- Water supply and treatment assessment.
- Alignment analysis, hydraulic analysis, pipe pressures, and sizing.
- Connection review including analysis of Athabasca's distribution system. (to determine preferred tie-in location).
- Environmental overview to identify any environmentally areas that could affect routing and cost.
- Cost Estimate.
- Report preparation.

Associated Engineering has supported the Commission in the planning, design and construction of all their major infrastructure. This includes the original master planning study that established the long-range plan for the Commission's regional system. This master plan included service to the Island Lake and Baptiste Lake area. We are pleased to provide the Summer Village with a proposal for an Island Lake Regional Water Transmission Line and Truckfill Feasibility Study.

2 PROJECT MANAGEMENT

To effectively and expeditiously complete this project, we have selected in-house, experienced and qualified personnel for the management and technical activities demanded by the project. Key excerpts from Associated Engineering's Project Execution Manual, adapted to this project, are as follows:

2.1 PROJECT INITIATION

This task serves as the formal start of the project. The proposed attendees at this kick off meeting are representatives from the Summer Village and key personnel from the project team. The purpose of this meeting is to introduce the project team, identify the project working committee, review the scope of the project and objectives, review project methodology, review schedule of deliverables, discuss key issues, identify project stakeholders, and outline additional required documents and information.

2.2 INTERNAL COORDINATION

Coordination of the Associated Engineering (AE) project team will ensure that the project team does not deviate from the project goals and milestones. This will include providing overall project management services, including the direction and co-ordination of all related activities throughout the course of the project. The AE Project Manager will report to the Summer Village at regularly scheduled progress meetings, present progress and identify issues that may affect project schedule, budget, and quality.

Progress Meetings

We will meet regularly with the Summer Village and other stakeholders as required through the project. These meetings will ensure the project is progressing to meet the needs of the Summer Village. We propose that the meetings will occur at the following project milestones:

1. Kick Off Meeting (virtual);
2. Progress Meeting 1 (virtual); and
3. Presentation of Report (in person).

2.3 QUALITY ASSURANCE

Associated Engineering will coordinate internal quality assurance review on a regular basis throughout the course of the project. Senior AE engineers will review submissions and provide technical guidance on a regular basis.

3 PROJECT METHODOLOGY

Our project methodology is outlined as follows:

Task 1: Background Data Collection Review and Design Criteria

Review the available reports and studies, to establish design criteria for the sizing of the pipeline with considerations to servicing the residential and industrial business on the north side of the river. Associated Engineering will work with the Summer Village and Commission to determine the design criteria for the transmission line based on: the population projections, water demands, peaking factors, storage requirements, velocities, and pressure.

Task 2: Pipeline Alignment Options

Associated Engineering will evaluate pipeline alignment options for the supply line and the preliminary truck fill location. This will include considerations, such as: constructability, construction costs, crossing of any major water bodies, environmental, historical/cultural considerations, and utilities, private land and crown land, and Right of Way requirements. We propose to coordinate the route with the Athabasca County to utilize existing surveyed (and non-surveyed) road allowances Right of Ways, as much as possible. Associated Engineering also proposes to arrange a meeting with relevant stakeholders to gain feedback as to their preferences for the route alignment and future needs.

Task 3: Hydraulic Analysis

Associated Engineering will complete a hydraulic analysis and develop a Hydraulic Grade Line (HGL) profile. This will identify the pumping and pressure requirements, pipe size and pressure ratings of the piping materials. Associated Engineering will also review the water model based on the current and updated demands if upgrades at the WTP is required as well as any booster pumps stations is required if tie-in to the distribution system on the west side of the Town.

Task 4: Water Treatment Plant Assessment

The Commission's Water Treatment Plant (WTP) has adequate capacity to supply the Summer Village and neighbouring municipalities around Island Lake and Baptiste Lake. We will complete a brief desktop review to confirm capacities of the WTP.

Task 5: Distribution Capacity Assessments

One of the water supply options is to connect the distribution system on west side of Town. Associated Engineering will conduct an analysis with the Town's owned water model to confirm the viability and impact to the current distribution system. Model to be provided by Town of Athabasca.

Task 6: Environmental Overview

Associated Engineering will complete an environmental overview with the preferred alignment option to identify any environmentally sensitive areas, regulatory permits requirements, and the estimated turnaround time.

Task 7: Standalone Truck Fill Analysis

Associated Engineering will complete a capital cost analysis between a standalone water treatment plant and truck fill based on groundwater source and piped regional water source.

Task 7.1: Hydrogeological Groundwater Desktop Assessment

Associated Engineering proposes the following scope of work for the desktop study will use existing information to determine if there are any additional related data relevant to the Project as well as any public domain information such as geology, geophysics, and satellite maps and the Alberta Water Well Information Database (AWWID) to characterize the aquifers in the area.

This will include:

- Average local well depths;
- Average groundwater levels in identified local wells;
- Water strikes and measured yields;
- Water quality of groundwater in the area;
- Groundwater recharge and aquifer parameters (estimated); and
- Geology and topography of the study area.

The deliverable for this study will be a short technical report detailing, methods, results, conclusions and recommendations for the availability of groundwater in the project area, aquifer capability and identify potential targets for new raw water source supply wells.

Task 7.2: Groundwater Sampling

Water quality information is important for determining water treatment requirements to meet Alberta Environment and Parks Standards and Guidelines for Waterworks and Health Canada's Guideline for Canadian Drinking Water Quality. If public domain information for groundwater quality in the project area is insufficient for determining treatment requirements will require a field visit to collect water from

existing groundwater wells within the area. If required, this task assumes one person collecting samples from two wells.

It is assumed that the client would arrange for access to wells that are requested to be sampled for water quality.

Task 7.3: Water Treatment Plant Conceptual Design

The scope for the Water Treatment Plant Conceptual Design will review the groundwater and surface (Athabasca River) water quality to conduct a treatability analysis that provide the conceptual treatment requirements for the conceptual plant. The scope of work for this task will include:

- Review water quality information for the groundwater and surface water options.
- Develop treatment options for each water source option based on the requirements to meet Alberta Environment and Parks Standards and Guidelines for Waterworks and Health Canada's Guideline for Canadian Drinking Water Quality.
- Develop conceptual cost both water source options

We will conduct two conceptual water treatment plants designs, one using the water quality found in the groundwater and one using surface water to develop capital cost for comparison.

Task 8: Cost Analysis

Associated Engineering will complete a capital cost estimate and life-cycle cost analysis on the selected preliminary pipeline alignment(s) and truck fill options.

Task 9: Draft Report Presentation

A draft Feasibility Report will be provided to the Summer Village and other stakeholders, as required, for review. This report will contain the pipeline routing options for the regional pipeline with recommendations, pipe sizing, and booster station requirements (if any), cost estimates, regulatory requirements, constructability, proposed construction schedule, and an Implementation Plan.

Report will include a lifecycle cost analysis for each of the recommended route options, which will evaluate the capital costs and anticipated operating costs of each of the routes.

Task 10: Final Report

Our final deliverable will be Feasibility Study Report incorporating the Summer Village and Commission's comments.

4 RELEVANT EXPERIENCE

Associated Engineering has successfully completed several regional water transmission line projects including the development of servicing concepts and feasibility studies. The attached [Table 2-1](#) presents the Regional Water projects that we have led.

In addition to delivering projects, we are counted on to provide ongoing advice to several commissions. We are currently the Commission Engineer for:

- Capital Region Northeast Water Services Commission
- Capital Region Parkland Water Services Commission
- Capital Region Southwest Water Services Commission
- Highway 28/63 Regional Water Services Commission

Associated Engineering was the consulting engineer for all phases of the Commission's systems and has extensive knowledge of the water treatment facilities. This knowledge will help ensure that the needs of the communities are well understood and addressed.

5 KEY TEAM MEMBERS - QUALIFICATIONS

PROJECT MANAGER | CHAD MAKI, P.ENG.

PROFESSIONAL BACKGROUND

Chad is the Division Manager of our Alberta North Municipal Division. He has over 19 years of experience in consulting engineering industry. Chad's experience covers a wide range of infrastructure projects, including regional waterlines, water reservoirs and pump houses, water distribution, sewage collection. Chad has extensive knowledge with Aspen Regional Water System and has also been involved with several other regional water pipeline projects including:



- Wembley Regional Waterline;
- Highway 28/63 Twinning Project;
- Highway 28/63 Regional Water System;
- Slave Lake Regional Water System;
- Aspen Regional Water System;
- Highway 12/21 Regional Water System;
- North Red Deer River Regional Water System;
- Capital Region Northeast Water System; and
- Highway 14 Regional Water System.

ROLE AND INVOLVEMENT

- Project Manager responsible for project delivery and regular communication.
- Main point of contact who will maintain communication between client and consultant.
- Coordinating of staff and resources needed to complete the project.
- Budget control and cost management (maintaining Associated Engineering's internal Vision system).
- Responsible for engaging approvals activities.
- Responsible for sub-consultant engagement and services.

ADVISOR/QUALITY ASSURANCE | ALAN LUI, P.ENG.

PROFESSIONAL BACKGROUND

Alan has over 40 years of experience in construction, local government and consulting engineering industry. Alan's experience covers a wide range of infrastructure projects, including regional waterlines, water reservoirs and pump houses, water distribution and computer-aided water modelling. Alan's regional waterline experience includes:

- Lac La Biche Regional Water Feasibility Study;
- St Michael Regional Water Supply Line;
- Highway 28/63 Regional Water System; and
- Northern Sunrise Regional Water System.



ROLE AND INVOLVEMENT

- Alan will be engaged early to provide advice on the regional system development.
- Alan will provide Quality Assurance review for the study.

HYDRAULIC MODELLER | CANDICE GOTTSTEIN, P.ENG.

PROFESSIONAL BACKGROUND

Candice has been involved in numerous municipal projects over the last 20 years. Candice has extensive modelling experience of water and sanitary systems. She has participated and led a variety of projects including development of master plans, network analyses, preliminary and detailed designs.



Candice has led the hydraulic planning of the following regional water systems:

- Capital Region Northeast Water Services Commission;
- Capital Region Southwest Water Services Commission;
- Northern Sunrise County Regional Water System; and
- Regional Transmission Pipeline, North Red Deer River Water Services Commission.

ROLE AND INVOLVEMENT

- Candice will be responsible for establishing the design criteria, and hydraulic modelling.

PROJECT ENGINEER | ANDREW STEWART, E.I.T.

PROFESSIONAL BACKGROUND

Andrew has 5 years of experience working closely with Project Managers on a variety of infra structure projects; specializing in construction management, data collection, contract administration coordination and commissioning of infrastructure. Andrew's experience with regional waterlines include:



- Bonnyville Regional Water System, regional waterline to Frog Lake First Nation; and
- Whitefish Lake No. 128 waterline extension project.

ROLE AND INVOLVEMENT

- Project Engineer responsible for all aspects of engineering works involved.
- Supervising the technical team for the project.
- Assisting the Project Manager.
- Andrew will be responsible for establishing the design criteria, alignments options, hydraulic analysis, and final report.

PROCESS ENGINEER | NICHOLAI KRISTEL, P.ENG.

PROFESSIONAL BACKGROUND

Nicholai is a Process Engineer with over 11 years of experience and a background in water treatment, storage, distribution, equipment selection, design, implementation, and improvement. Nicholai's relevant project experience includes:



- Chloramine Conversion Project, Aspen Regional Water Services Commission;
- Grovedale Water Treatment Plant, Municipal District of Greenview, AB; and
- Comprehensive Regional Infrastructure Sustainability Plan, Cold Lake Oil Sands Area, Government of Alberta.

ROLE AND INVOLVEMENT

- Nicholai will be responsible for undertaking a study of a standalone water treatment plant complete with a truck fill with groundwater source.

ENVIRONMENTAL SCIENTIST | APRIL ZIEGLER, P.BIOL.

PROFESSIONAL BACKGROUND

April is an integral part of the regulatory team of the Alberta North office, and has experience navigating and communicating the regulatory requirements of various projects, especially those involving municipal infrastructure. April works closely with reviewers in the various provincial, federal, and municipal regulatory agencies to achieve efficient, streamlined regulatory applications and outcomes for clients.



ROLE AND INVOLVEMENT

- April will be responsible for undertaking a desktop study to identify the environmental issues which may be encountered along the preliminary pipeline alignment.

6 ENGINEERING FEES AND DISBURSEMENTS

We propose to undertake this study on a lump sum fee basis. The following is a summary of our engineering budget including labour and disbursements, and allows for up to two (2) progress meetings (virtual) and one (1) draft report presentation meeting.

Task	Fee
Project Management	6,200
Concept Design	65,000
Total Engineering Fee	71,200

A detailed Man-hour Breakdown and Cost Schedule Table is attached.

7 SCHEDULE

We are committed to an immediate start of the project following award and anticipate completing the report in four (4) months from the notice to proceed.

The following schedule is anticipated based upon a January 25, 2021 start date:

Milestone	Date
Project Award	January 25, 2021
Background Review	February 5, 2021
Design Criteria	February 12, 2021
Pipeline Alignment Options	March 5, 2021
Hydraulic Analysis	March 19, 2021
Environmental Overview (Desktop)	April 2, 2021
Distribution Capacity Assessment	March 26, 2021
Standalone Truck Fill Analysis	March 12, 2021
Cost Analysis	April 16, 2021
Draft Report	May 7, 2021
Final Report	May 25, 2021

We thank you for the opportunity to submit this proposal and we look forward to working with you on this project.

Should you have any questions or require any clarification, please contact the undersigned at 780-969-6621.

Yours truly,



Chad Maki, P.Eng.
Project Manager

Yours truly,



Alan Lui, P.Eng.
Technical Specialist, Rural Infrastructure

In accordance with Canadian anti-spam legislation, the recipient consents to Associated Engineering contacting the recipient and its personnel through electronic messages relating to Associated Engineering's services and other matters of interest to the recipient. The recipient may withdraw consent by contacting Associated Engineering at unsubscribe@ae.ca.

Project Fee Estimate

Proposal Number: 0

Project Name: Island Lake Waterline

Task	Task Description	Associated Engineering										TOTAL AE FEES	TOTAL FEES
		Chad Maki Project Manager	Alan Lui Quality Assurance	Candice Gottstein Hydraulic Modeller	Andrew Stewart Project Engineer	April Ziegler (Environmental Scientist)	Nicholas Kristel Process Mechanical	GIS Technician	Total Hours	Total Fees	Disbursements		
	Classification	E6	E5	E4	E2	C3	E4	T4					
	Chargeout Rates	\$ 297	\$ 252	\$ 212	\$ 142	\$ 162	\$ 212	\$ 152					
	Project Management												
	Project Initiation and Kick-off	4							4	\$ 1,188.00	\$ 59.40	\$ 1,247.40	\$ 1,247.40
	Internal coordination, financial and schedule control	4							4	\$ 1,188.00	\$ 59.40	\$ 1,247.40	\$ 1,247.40
	Progress Meetings	8			8				16	\$ 3,512.00	\$ 175.60	\$ 3,687.60	\$ 3,687.60
	Sub Total Hours	16	0	0	8	0	0	0	24				
	Sub Total Fees	\$ 4,752	\$ -	\$ -	\$ 1,136	\$ -	\$ -	\$ -		\$ 5,888.00	\$ 294.40	\$ 6,182.40	\$ 6,182.40
	Concept Design												
	Background Data Collection and Review	1			8				9	\$ 1,433.00	\$ 71.65	\$ 1,504.65	\$ 1,504.65
	Design Criteria	1	2		16				19	\$ 3,073.00	\$ 153.65	\$ 3,226.65	\$ 3,226.65
	WTP Capacity Assessment (Info available from other studies)				4				4	\$ 568.00	\$ 1,028.40	\$ 1,596.40	\$ 1,596.40
	Distribution Capacity Assessment	1	2	12	8				23	\$ 4,481.00	\$ 224.05	\$ 4,705.05	\$ 4,705.05
	Pipeline Alignment Options	1	2		16			8	27	\$ 4,289.00	\$ 2,214.45	\$ 6,503.45	\$ 6,503.45
	Standalone Truckfill Analysis	1	2				85		88	\$ 18,821.00	\$ 941.05	\$ 19,762.05	\$ 19,762.05
	Hydraulic Analysis	1	2		8				11	\$ 1,937.00	\$ 96.85	\$ 2,033.85	\$ 2,033.85
	Environmental Overview (Desktop)					80		2	82	\$ 13,264.00	\$ 663.20	\$ 13,927.20	\$ 13,927.20
	Cost Analysis	1	2		8				11	\$ 1,937.00	\$ 96.85	\$ 2,033.85	\$ 2,033.85
	Draft Report Presentation	2	2		32				36	\$ 5,642.00	\$ 282.10	\$ 5,924.10	\$ 5,924.10
	Final Report	2	2		12			6	22	\$ 3,714.00	\$ 185.70	\$ 3,899.70	\$ 3,899.70
	Sub Total Hours	11	16	12	112	80	85	16	332				
	Sub Total Fees	\$3,267	\$4,032	\$2,544	\$15,904	\$12,960	\$18,020	\$2,432		\$ 59,159.00	\$ 5,957.95	\$ 65,116.95	\$ 65,116.95
	Project Total Hours	27	16	12	120	80	85	16	356				
	Project Total Fees	\$ 8,019	\$ 4,032	\$ 2,544	\$17,040	\$12,960	\$18,020	\$ 2,432	\$ -	\$ 65,047.00	\$ 6,252.35	\$ 71,299.35	\$ 71,299.35



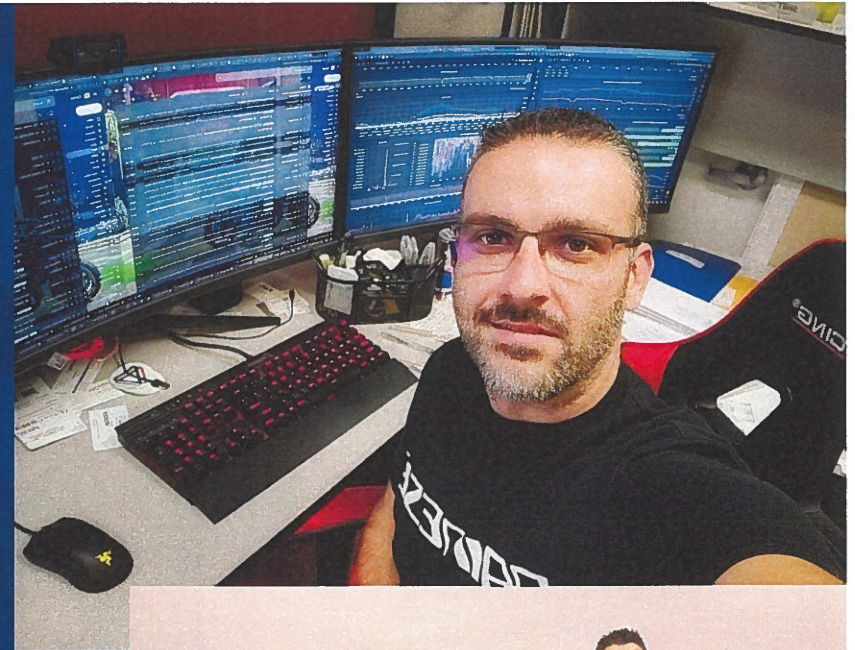
Presentation to Council

MAY 16, 2023

About MCSnet

MCSnet of is a family-owned and operated business based in St. Paul, Alberta. Founded in 1995, MCSnet is one of Canada's largest Wireless Internet Service Providers (WISPs) in operation within the telecommunication industry.

We are never satisfied with the status quo and have always searched for innovative ways to deliver high speed internet services. It started off with finding something faster than dial-up.



MCSnet Today

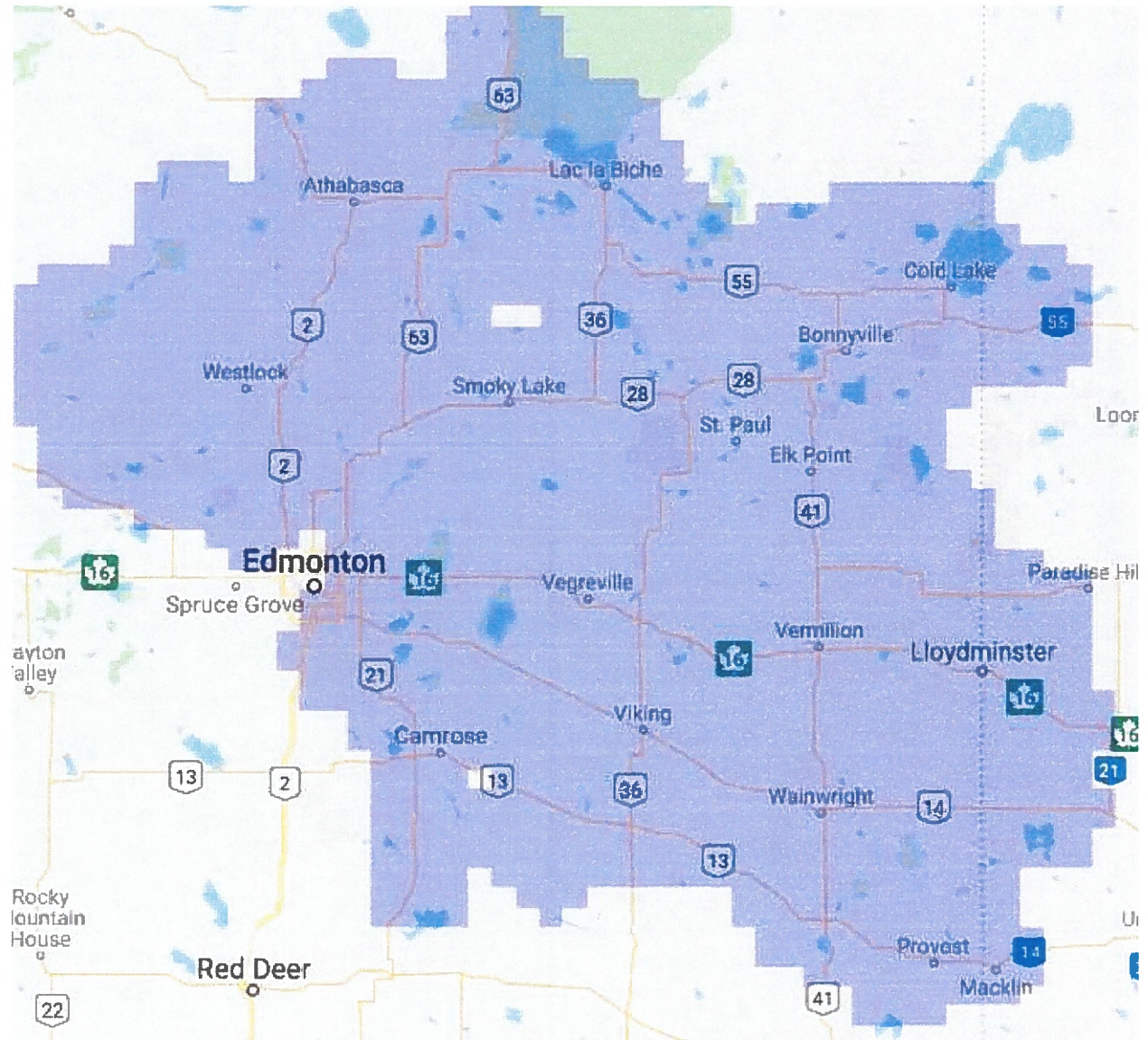
Today, we serve over 26,000 customers throughout northeastern Alberta and a small section of northwestern Saskatchewan.

We have invested in and built an internal network of over 540 fixed wireless towers, 3 fiber-to-the-premise (FTTP) communities, and we are a pioneer in our ever-expanding GigAir technology.

Since 2015, MCSnet and its family group of companies have prioritized its capital investments on building Transit Fiber to connect MCSnet's core, fixed-wireless internet towers. This Transit Fiber backbone gives us the ability to continue our scalability for future high speed internet demands.

Our Service Area

From the border city of Lloydminster to our hometown of St. Paul, to the peaceful pastures of rural Edmonton to the river rapids of Athabasca, we connect countryside communities across Alberta with our Fiber, GigAir, and MCSnet Towers.





GigAir uses 60 GHz technology to form a mesh or web-like network within your neighbourhood. This service requires a short distance between connections and an unobstructed view of the surrounding neighbourhood, which makes it ideal for towns, villages, hamlets and industrial parks. MCSnet is a leading provider in this smart technology and plans to expand this service throughout its network and beyond.



How it Works

For further information on how the 60 GHz technology works, we created a YouTube video on the MCSnet channel:

<https://www.youtube.com/watch?v=QOrQQ6oVTtw>

Or visit our GigAir page:

<https://mcsnet.ca/internet/gigair/>



GigAir 

Why Choose GigAir High-Speed Internet?

1

As Fast as Fiber Optic Internet: Our gigabit internet technology matches fiber optic speeds, so you can stream, work, and play on multiple devices any way you want.

2

Quick & Easy Installation: No need to dig up the ground—the signal broadcasts from the roof of your building.

3

Competitive Rates: We are highly competitive with other providers in your area, to get you best value for your money.

4

Reliable Technology: With GigAir's strong signals and mesh design, spotty and slow connections are a frustration of the past.

5

Local Customer Support: Our neighbourly team is right here in St. Paul, Alberta. Give us a call; we're here to help.

GigAir Internet Plans

Package	Top Down Speed	Top Up Speed	Monthly Traffic	Monthly Price
GigAir Unlimited	1000 Mbps	1000 Mbps	Unlimited	\$89.95
GigAir Ultra	1000 Mbps	1000 Mbps	2,000 GB	\$69.95
GigAir Advanced	1000 Mbps	1000 Mbps	500 GB	\$49.95
GigAir Basic	1000 Mbps	1000 Mbps	200 GB	\$39.95

We recommend GigAir Corporate packages for business or organizations that cannot afford to be without internet. For example, businesses with a point of sale device should be on a GigAir Corporate plan.

GigAir Corporate Plans & Pricing

Package	Top Down Speed	Top Up Speed	Monthly Traffic	Monthly Price	Install Fee
1 Year	1000 Mbps	1000 Mbps	Unlimited	\$200	\$950
3 Year	1000 Mbps	1000 Mbps	Unlimited	\$150	\$0

GIGAIR CORPORATE INCLUDES:

- Dedicated tech support
- Same business day onsite repairs
- Monitored 24/7
- Up to 10 static IP addresses
- Optional Service Level Agreement

What does it look like?



GigAir radio on a house.



GigAir radio on a business.



GigAir PoP to extend network.

GigAir Municipality Partnerships

MCSnet is committed to working with municipalities to leverage existing assets to create project efficiency and potentially lower final project costs. MCSnet is willing to contribute equipment, free installation, and complimentary Wi-Fi Hotspots for public-use facilities to build a mutually-beneficial network.

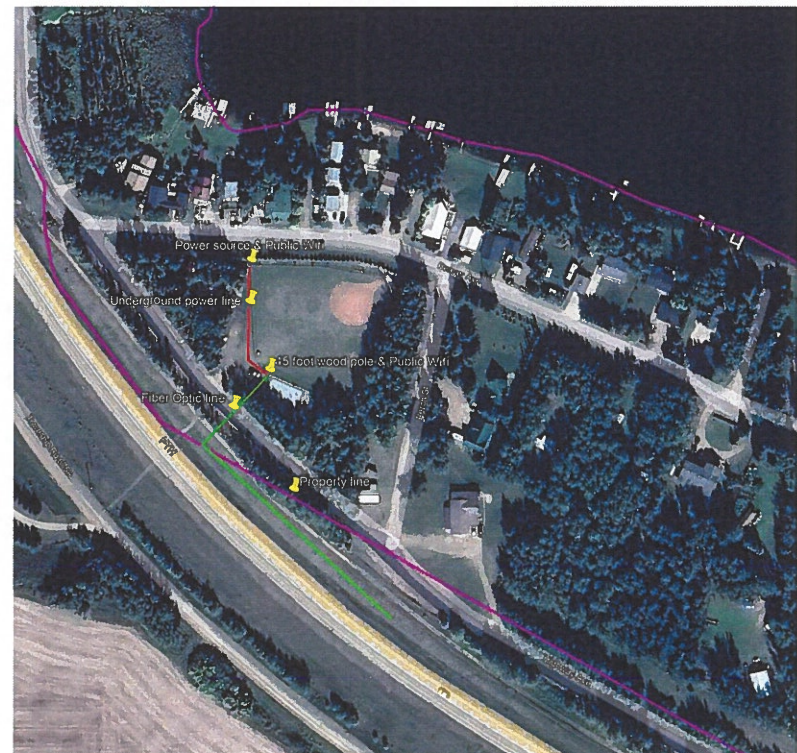
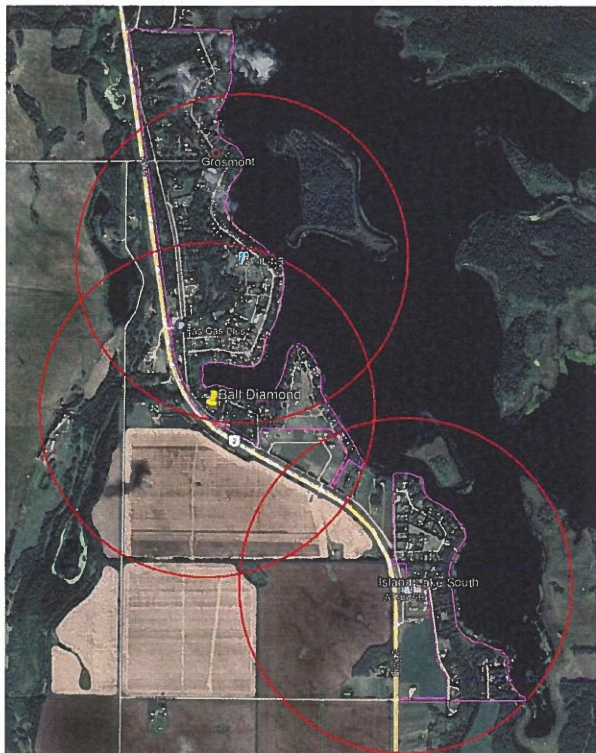


Wi-Fi Hotspots

MCSnet partners with non-profits and municipalities to install complimentary Wi-Fi Hotspots. These locations help us to build out the network and provide free, high-speed internet to the public.

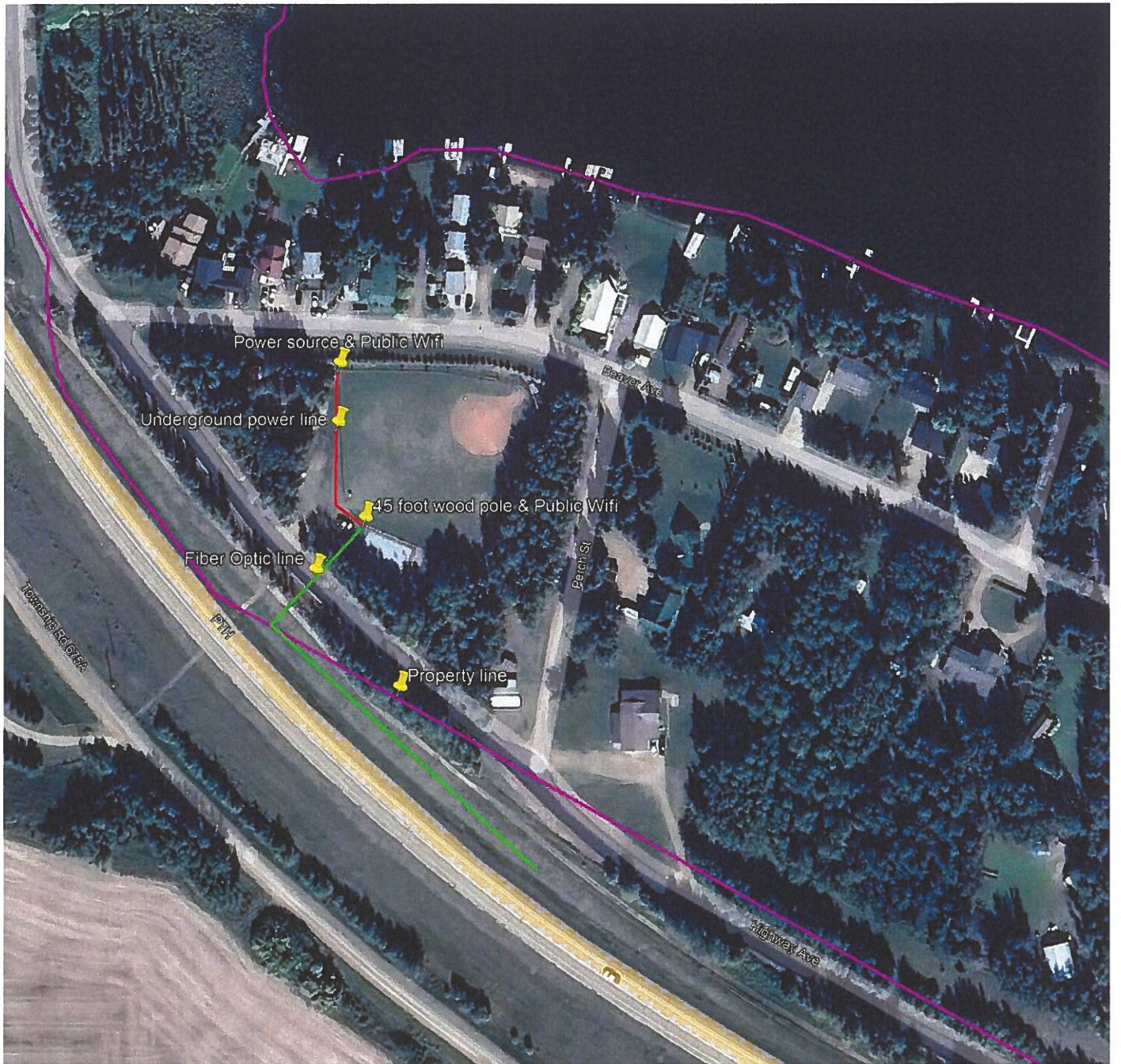


Summer Village Coverage Map & proposed Ball Diamond expansion



Thank You!





Report for May

Matthew Ferris <PDsummervillage@outlook.com>

Tue 5/9/2023 1:45 PM

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

- Received no applications.
- Confirmed response to Administration regarding a civil matter.
- Answered an inquiry in accordance to the refusal of a permit.
- Was provided a file of concern regarding a potential enforcement in November 2023.
- Worked on finishing a recommendation to Council on LUB amendments. Goal will be to provide in July

RE: S.V. of Island Lake 2023 Land - Interim Report

Angela M. <AngelaM@taxervice.com>

Wed 4/26/2023 10:17 AM

To: Summer Village Office <administration@wildwillowenterprises.com>

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

Good Morning,

We are pleased to provide you with our interim report regarding tax arrears recovery proceedings on behalf of the Summer Village of Island Lake.

Initially we sent out pre-notice letters with respect to 2 roll numbers. Following expiration of the payment deadline, we registered a tax recovery notification against 1 roll number and forwarded a copy of the Tax Arrears List to the Unclaimed Property Program. The municipality has provided TAXervice with confirmation that a copy of the Tax Arrears List related to land has been posted within the municipal office. TAXervice has sent notice, as required by the Municipal Government Act, to each property owner advising that the tax arrears list has been prepared and sent to the Registrar.

Alberta Land Titles is required to send a notice, no later than August 1, 2023, to the owner(s) of the parcel of land, to any person who has an interest in the parcel, and to each owner of an encumbrance as shown on the Certificate of Title. The notice will state that if the tax arrears are not paid by March 31, 2024, the Municipality will offer the parcel for sale at public auction and the Municipality may become the owner of the parcel if it is not sold at public auction.

Following registration of the tax recovery notification against title, property owners are prohibited from removing improvements from the property, unless the Municipality consents. In order for a property to be removed from tax recovery proceedings, all arrears (including 2022), penalties and costs must be paid in full. On January 1, 2024 the 2023 taxes will become arrears and will be added to the amount required to remove the property from tax recovery proceedings.

This now completes the first phase of tax recovery proceedings. We ask that you continue to advise us of any payments and/or redemptions. We will attend to preparation and registration of the discharge of tax notification as necessary.

We encourage you to forward any inquiries pertaining to the tax recovery process to our office. We will advise property owners to contact the Municipality for an updated total amount owing to redeem the property from tax recovery proceedings.

Beginning April 1, 2024, we will commence the second phase of tax recovery proceedings. Our phase two fees will be added and any relevant disbursements. We will begin proceedings by sending a Pre-Auction Notice from our office advising property owners of the imminent auction.

We thank you for the opportunity to assist you thus far with your tax arrears recovery. We continually look for ways to improve our service. Should you have any comments or suggestions, we would be pleased to hear from you.

Yours truly,

Angela M. C.M.M.A
ACCOUNT MANAGER

45



GREATER NORTH FOUNDATION

BOARD MEETING MINUTES

Unit #1, 3603-53rd Street, Athabasca, AB T9S 1A9
Phone: (780) 675-9660 Fax: (780) 609-0555

The regular meeting of the Board of Directors of Greater North Foundation was held at Greater North Foundation administration office, in Athabasca, on February 27, 2023.

ATTENDANCE:

Directors in Attendance:

Brian Hall, Patrick Ferguson, Darlene Beniuk, Colette Borgun, Carol McArthur, Cheri Courtorielle arrived at 10:24 am.

Absent:

Curtis Schoepp, Sara Graling, Barry Kalinski

Personnel in Attendance: Shirley Surgenor, Wanda Parker, Diana Johnston

1. CALL TO ORDER:

Chair Ferguson called meeting to order at 10:14 AM.

2. AGENDA:

ADDITIONS:

CAO Surgenor requested two items be placed on the Agenda;

Under Financial Information:

6 (c) - Draft 2023 Requisition

Under New Business:

7(h) – Letter from Government – Housing Program Ukrainian Evacuees

Move 6. Financial Information up on the Agenda after 4.a) Business Arising.

MOTION:

#01/02/23: Colette Borgun moved to have Items 6 (c) Draft 2023 Requisition & 7 (h) Letter from the Government added to the Agenda along with moving Agenda Items 6 (a, b, c) up on the Agenda after 4. a). **CARRIED**

3. a) MINUTES OF NOVEMBER 28th, 2022:

Chair Ferguson called for a motion to approve the November 28th, 2022 Board Meeting Minutes presented.

MOTION:

#02/02/23: Brian Hall moved to approve the November 28th, 2022 Meeting Minutes as presented. **CARRIED**

4. BUSINESS ARISING:

a) Boyle Healthcare Centre:

CAO Surgenor presented agenda item as information.

MOTION:

#03/02/23: Carol McArthur moved to have 4 (a) Boyle Healthcare Centre accepted as information. **CARRIED**

b) Reserve Fund Information:

46

CAO Surgenor and Financial Manager Parker presented information.
Discussion.

MOTION:

#08/02/23: Brian Hall moved to accept 4 (b) Reserve Fund as information presented.

CARRIED

5. REPORTS:

a). Chief Administrative Officer Report

CAO Surgenor presented the report.

b). Manager Report Summary

CAO Surgenor presented the Manager summary.

MOTION:

#09/02/23: Colette Borgun moved to accept both Chief Administrative Officer and Manager Report Summary as information.

CARRIED

6. FINANCIAL INFORMATION:

a) Proposed 2023 Administration Budget:

Finance Manager Parker presented Proposed 2023 Administration Budget.

b) Proposed 2023 Lodge Budgets:

Finance Manager Parker presented Proposed 2023 Lodge Budgets.

MOTION:

#04/02/23: Colette Borgun moved to approve the Proposed 2023 Administration and 2023 Proposed Lodge Budgets as presented by the Finance Manager.

CARRIED

c) Draft 2023 Requisition:

Finance Manager Parker presented information.

MOTION:

#05/02/23: Cheri Courtorielle moved to approve the Proposed 2023 Draft Requisition as information.

CARRIED

d) Write Off Bad Debts to Allowance for Doubtful Accounts:

Finance Manager Parker explained information on doubtful accounts.

MOTION:

#06/02/23: Darlene Beniuk moved to approve the request of writing off of Bad Debts in the amounts of \$6,241.50 for housing and \$1,047.50 for Lodge.

CARRIED

7. NEW BUSINESS:

(a) RMA Meeting with the Minister:

Brian Hall presented information for discussion.

MOTION:

#10/02/23: Brian Hall moved to have Administration send a letter to the Minister requesting a meeting with Greater North Foundation Chair, Vice Chair and CAO, and list top 3 issues of concern.

CARRIED

(b) ASCHA Conference April 3rd – 5th 2023:

CAO presented information, Darlene Beniuk requested Conference registration be sent to Lac La Biche County attention to; Lorna Jackknife.

MOTION:

#11/02/23: Cheri Courtorielle moved to approve CAO Surgenor to attend the ASCHA Conference.

CARRIED

Voting Delegate:

MOTION:
#12/02/23: Darlene Beniuk moved to have CAO-Surgenor the Voting Delegate at the ASCHA Conference. CARRIED

(c) Medical Assessment Form-Designated Supportive Living:
CAO presented information.

MOTION:
#13/02/23: Brian Hall moved to accept agenda item 7 (c) Medical Assessment form as information. CARRIED

(d) Alberta Seniors, Community & Social Services Budget Letter:
CAO presented information.

MOTION:
#14/02/23: Colette Borgun moved to accept agenda item 7 (d) Alberta Seniors, Community & Social Services Budget Letter as information. CARRIED

(e) LAP Grant Email
CAO presented information

MOTION:
#15/02/23: Cheri Courtorielle moved to accept agenda item 7 (e) LAP Grant-email as information. CARRIED

(f) ASCHA Pre Budget Submission

MOTION:
#16/02/23: Carol McArthur moved to accept agenda item 7 (f) ASCHA Pre Budget Submission as information. CARRIED

(g) M.D. of Bonnyville Letters

MOTION:
#07/02/23: Brian Hall moved to direct Administration to send a letter to 13 member municipalities advising them of the formal request from the M.D of Bonnyville to the Honourable Jeremy Nixon, to revise the Housing Management Body Boundaries. Administration is to request the municipalities write the Minister opposing the request to have the Boundaries revised. CARRIED

(h) Letter from the Government Housing Program – Ukrainian Evacuees:
CAO Surgenor presented information.

MOTION:
#17/02/23: Darlene Beniuk moved to accept agenda item 7 (h) Government Housing Program- Ukrainian Evacuees, as information. CARRIED

8. CLOSED SESSION:

MOTION
#18/02/23: Darlene Beniuk moved that Greater North Foundation commence Closed Session at 1:55 PM. CARRIED

MOTION
#19/02/23: Carol McArthur moved that Greater North Foundation's Closed Session conclude at 1:59 PM. CARRIED

(9). NEXT MEETING DATE:

APRIL 26, 2023 **AUDIT MEETING**

10:00 A.M.

New Administration Office (Unit #1, 3603-53rd Street, Athabasca, Alberta T9S 1A9)

10). ADJOURNMENT

MOTION:
#20/02/23: Chair Ferguson adjourned meeting at 2:03 PM. CARRIED

Chair-Patrick Ferguson

Vice Chair-Brian Hall