

**SUMMER VILLAGE OF ISLAND LAKE
AGENDA**

Tuesday, June 20th, 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)	June 20 th , 2023 Regular Council Meeting <i>(that Council approve as is or with additions/deletions as amended)</i>
3.	<u>Minutes:</u> <i>Pages 1-5</i>	a)	May 16 th , 2023 Council Meeting Minutes <i>(that Council approve as is or as amended)</i>
4.	<u>Appointments or Delegation</u>		
5.	<u>Public Hearings</u>		N/A
6.	<u>Bylaws</u>	a)	N/A
7.	<u>Business</u> <i>Pages 6-12</i>	a)	Island Lake Regional Water Extension – Feasibility Study – further to funding approval with regard to the waterline feasibility study, Associated Engineering (AE) is looking to form a Steering Committee as well as financial contributions towards costs not covered by grant funding. The letter was forwarded to five Summer Villages, the Town, the County and the Water Commission. Attached is the record of meeting with AE held on May 31 st , 2023. Since the letters were sent, we have had confirmation that Councillor Minns from Athabasca County has been appointed to the committee (wanting more information on financial commitment), Mayor Keith Wilson from SV of West Baptiste (agreed to funding split based on assessment) and Jamie Giberson from the Aspen Regional Water Services Commission is also interested in sitting on the Committee. We are requesting Council direction as to the assembly of this Steering Committee moving forward (number on the committee voting versus non-voting, how a chair and vice chair are elected and does administration need to be there in any capacity, how many representative from Island Lake Council?) Associated Engineering has indicated that they wish to set the next meeting with the established Steering Committee the first week in July, if possible.

SUMMER VILLAGE OF ISLAND LAKE AGENDA

Tuesday, June 20th, 2023

Via Zoom – 5:00 p.m.

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

		<p><i>(that the Island Lake Regional Water Extension – Feasibility Study be established consisting of the following representation _____)</i></p> <p><i>(that _____ be appointed to the Island Lake Regional Water Extension Feasibility Study Steering Committee and further that this information be forwarded to Associated Engineering in order to proceed with this study)</i></p> <p><i>(defer the establishment of the committee and the appointment of representatives until we have heard back from all parties invited)</i></p> <p><i>Or</i></p> <p><i>(some other direction as given by Council at meeting time)</i></p>
Pages 13-29	b)	<p>MCSnet has been negotiating with the Summer Village of Island Lake on a location on the west side of the Village to install a line and wood pole with a couple small antennas to bolster their GigAir network. They have now made all the amendments to the Agreements to move forward with this project. Attached are the Wi-Fi Hotspot Agreement and the Land Lease for consideration and execution. The Hotspot Agreement is for a period of ten (10) years beginning July 1st, 2023 and ending July 1st, 2033 and the Land Lease is also for a ten year period with the right to extend the initial term for three (3) further and consecutive period of five (5) years each. There is a three-month termination clause in this agreement.</p> <p><i>(that Council approve and authorize execution of the MCSnet and Summer Village of Island Lake Wi-Fi Hotspot Agreement and the Land Lease between the Summer Village of Island Lake and Lemalu Holdings Ltd. o/a MCSnet as presented)</i></p> <p><i>Or</i></p> <p><i>(some other direction as given by Council at meeting time)</i></p>
Pages 30-36	c)	<p>Management of Municipal Property – Waterfront Policy – Council previously directed Administration to review the current policy and bring back to Council for further review and consideration. As the current policy is not as comprehensive as it could be, Administration has split the policy into two separate policies, Seasonal Docks & Boat Mooring Policy – Back Lot Property Owners and Boat Lift and Pier Section Removal – Municipal Property Policy. We feel that these two policies</p>

SUMMER VILLAGE OF ISLAND LAKE AGENDA

Tuesday, June 20th, 2023

Via Zoom – 5:00 p.m.

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

			<p>address requirements and direction and better outline the expectations for residents.</p> <p><i>(that Council approve the Seasonal Docks & Boat Mooring Policy – Back Lot Property Owners as presented)</i></p> <p><i>(that Council approve the Boat Lift and Pier Section Removal – Municipal Property Policy as presented)</i></p> <p>Or</p> <p><i>(that Council review the Seasonal Docks & Boat Mooring Policy – Back Lot Property Owners and the Boat Lift and Pier Section Removal – Municipal Property Policy and bring back to a future meeting for discussion and/or revision)</i></p> <p>Or</p> <p><i>(some other direction as given by Council at meeting time)</i></p>
	Pages 37-40	d)	<p>Athabasca & Area Prevention of Relationship Abuse Committee – the Summer Village has received a letter from the above noted organization (PRAAC) requesting a donation supporting the THRIVE program, Athabasca and area's prevention of relationship abuse program. The Summer Village has typically supported this initiative with a donation of \$200.</p> <p><i>(that Council forward a donation in the amount of \$200.00 to the Athabasca & Area Prevention of Relationship Abuse Committee)</i></p> <p>Or</p> <p><i>(some other direction given by Council)</i></p>
	Pages 41-43	e)	<p>Municipal Planning Commission – this item has been deferred from previous meetings to investigate the history of the establishment of a Municipal Planning Commission. Looking back into records for Island Lake, it is noted that Council was appointed as MPC from 2017 – 2021 (this is as far back as could be ascertained). The item was deferred in 2022 as it was felt some further investigation was warranted as it may not be a necessary committee at the time. Attached are the comments previously provided by Municipal Planning Services Jane Dauphinee, Principal & Senior Planner. As well, we have discussed with various Development Officers and the consensus has been that in a smaller Municipality, an MPC will only increase costs and will on average delay the ability of decisions being made by up to 30 days. With short building seasons and limited meetings, that is typically enough of a</p>

SUMMER VILLAGE OF ISLAND LAKE AGENDA

Tuesday, June 20th, 2023

Via Zoom – 5:00 p.m.

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

			<p>reason for Summer Villages to shy away from MPC. Attached are the only two references to an MPC in the Land Use Bylaw; specifically Clause 3.1(7)7 which states that “the MPC shall be authorized to decide upon all development permits applications referred to it by the Development Authority Officer and to issue such orders that it sees fit.” So if the DAO does not refer any development permit applications to them for a decision, then they don’t do anything. Perhaps Council may wish a legal opinion on this matter.</p> <p><i>(that a Municipal Planning Commission is not required for the Summer Village of Island Lake)</i></p> <p>Or</p> <p><i>(that the discussion on a Municipal Planning Commission be deferred to a future meeting where the Development Officer is in attendance and/or a legal opinion is provided)</i></p> <p>Or</p> <p><i>(some other direction as given by Council at meeting time)</i></p>
	Pages 44-46	f)	<p>Approach Application – Administration has received a request from the landowner of 133 Tranquille Drive for an access to the property off of Township Road 680A that runs along the north side of the property. It has been staked and Council was to have a look at the location to ensure the location meets safety standards and the approach is constructed in accordance to “Approach & Culverts Standards Policy” attached.</p> <p><i>(that Council approves the location of the installation of an approach to 133 Tranquille Drive off of Township Road 680A, north of the property in accordance to the Approach & Culverts Standards Policy.</i></p> <p>Or</p> <p><i>(some other direction as given by Council at meeting time)</i></p>
	Pages 47-53	g)	<p>2023 Alberta Summer Village Association (ASVA) Annual Conference and AGM – October 19th and 20th, 2023 at the Royal Hotel West in Edmonton – please refer to the May 29th, 2023 email from Executive Director Kathy Krawchuk. Deadline for registration is September 15th, 2023 and the fee is \$299.00.</p> <p><i>(that the Summer Village of Island Lake authorize attendance of Council and Administration to attend the Annual ASVA Conference October 19th – 20th, 2023 in Edmonton)</i></p>

SUMMER VILLAGE OF ISLAND LAKE AGENDA

Tuesday, June 20th, 2023

Via Zoom – 5:00 p.m.

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

			<p>Or</p> <p><i>(some other direction as given by Council at meeting time)</i></p>
	Pages 54-59	h)	<p>2023 ASVA McIntosh Bulrush Award nominations – please refer to the June 6th, 2023 email from our Summer Village Provincial Association regarding said award nomination. Nomination deadline is August 31st, 2023.</p> <p><i>(accept for information)</i></p> <p>Or</p> <p><i>(nominate a worth recipient)</i></p>
		i)	
		j)	
8.	<u>Financial</u> <i>Forwarded under separate cover</i>		<p>May 31st, 2023 Income and Expense Statement</p> <p><i>(that Council accept the May 1st, 2023 Income and Expense Statement for information)</i></p>
9.	<u>Councillors' Reports</u>		
		a)	Mayor Newton
		b)	Deputy Mayor Fisher
		c)	Councillor Wasmuth
			<i>(that Council accept the Council Reports for information)</i>
10.	<u>Administration Reports</u> <i>Forwarded under separate cover</i>	<p>a)</p> <p>b)</p> <p>c)</p> <p>d)</p> <p>e)</p>	<p>To Do List May 16th, 2023</p> <p><i>(that Council accept the Administration Report for information)</i></p>

**SUMMER VILLAGE OF ISLAND LAKE
AGENDA**

Tuesday, June 20th, 2023

Via Zoom – 5:00 p.m.

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

11.	<u>Communication and Correspondence</u> <i>Page 60-62</i>	a)	Fortis Alberta – notification to salvage 20m of #4 Triplex and replace with 20m of #2 Triplex to increase capacity, 72 Spruce Drive
	<i>Pages 63-64</i>	b)	2023DP-002 - construction of a garage, 2 Lakeshore Drive
	<i>Pages 65-66</i>	c)	2023-DP-004 – deck replacement – 142 Lakeshore Drive S.
		d)	<i>(that Council accept the Communication and Correspondence for information)</i>
13.	<u>Closed Session</u>		N/A
14.	<u>Next Meeting</u>		Next Meeting is scheduled for July 18 th , 2023 at 5:00 p.m. via zoom.
15.	<u>Adjournment</u>		

Next Meetings: July 18th, 2023
 August 15th, 2023
 September 19th, 2023

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, MAY 16TH, 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 / 4 via zoom

1.	CALL TO ORDER	Mayor Newton called the meeting to order at 5:00 p.m.
2.	AGENDA 23-76	MOVED by Councillor Wasmuth that the May 16 th , 2023 Agenda be approved with the following additions: c) Community Peace Officer Schedule/Fire Bans d) Telus – poor reception and impact on emergency services CARRIED
3.	MINUTES 23-77 23-78	MOVED by Councillor Wasmuth that the April 18 th , 2023 Council Meeting Minutes be approved with the following amendment: APPOINTMENTS: 5:15 p.m. “Colton Kerswell of Seniuk and Company <i>will be presenting</i> the Draft 2022 Audited Financial Statements” be amended to: “Colton Kerswell of Seniuk and Company <i>presented</i> the 2022 Audited Financial Statements” CARRIED MOVED by Deputy Mayor Fisher that the April 27 th , 2023 Special Council Meeting Minutes be approved as presented. CARRIED

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, MAY 16TH, 2023
VIA TELECONFERENCE/ZOOM

4.	APPOINTMENTS	<p>5:05 p.m. Andrew Christopher and Chad Maki, Associated Engineering Ltd. arrived for the meeting to discuss the Island Lake Regional Water Extension – Feasibility Study grant funding in the amount of \$53,400.</p> <p>23-79 MOVED by Councillor Wasmuth that a Memorandum of Agreement between Alberta Transportation and Economic Corridors and the Summer Village of Island Lake under the Alberta Municipal Water/Wastewater Partnership for the Island Lake & Baptiste Lake Potable Water Feasibility Study for a total project cost of \$71,200.00 with \$53,400.00 being Provincial funding (75%) and \$17,800.00 being municipal funding (25%) be approved; and further that the municipal funding be covered through reserves and/or municipal grant funding and/or potential municipal partners on an agreed upon cost share basis.</p> <p style="text-align:right">CARRIED</p> <p>23-80 MOVED by Mayor Newton that the Agreement between the Summer Village of Island Lake and Associated Engineering Ltd. for the Island Lake Regional Water Extension - Feasibility Study be approved as presented.</p> <p style="text-align:right">CARRIED</p> <p>Andrew Christopher and Chad Maki left the meeting at 5:38 p.m.</p> <p>5:38 p.m. Jerome VanBrabant, Chief Project Officer, MCSnet, arrived for the meeting to discuss the proposed location on the west side of Island Lake to bolster their GigAir network.</p> <p>23-81 MOVED by Mayor Newton that the presentation provided by Jerome VanBrabant, Chief Project Officer, MCSnet be accepted for information.</p> <p style="text-align:right">CARRIED</p> <p>Jerome VanBrabant left the meeting at 5:57 p.m.</p> <p>5:57 p.m. Clarissa Huffman, Climate Change Planner/Project Manager at Morrison Hershfield arrived for the meeting to provide a refresher on the project methodology and objectives.</p> <p>Clarissa Huffman left the meeting at 6:44 p.m.</p>
----	---------------------	---

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, MAY 16TH, 2023
VIA TELECONFERENCE/ZOOM

	23-82	<p>MOVED by Mayor Newton that the presentation and direction moving forward of the Climate Change Project as presented by Clarissa Huffman be accepted for information.</p> <p style="text-align: right;">CARRIED</p>
	23-83	<p>6:44 p.m. Matthew Ferris, Development Officer arrived for the meeting to update Council on activities to date.</p> <p>MOVED by Mayor Newton that the update provided by Matthew Ferris, Development Officer, be accepted for information.</p> <p style="text-align: right;">CARRIED</p> <p>Matthew Ferris left the meeting at 7:01 p.m.</p>
5.	PUBLIC HEARINGS	N/A
6.	BYLAWS	N/A
7.	BUSINESS	
	23-84	<p>MOVED by Mayor Newton that the letter of no objection to the property owners of 3 Salmon Street for the dock placed on Plan 3857KS, Block 15, Lot P, Municipal Reserve be ratified.</p> <p style="text-align: right;">CARRIED</p>
	23-85	<p>MOVED by Mayor Newton that Council review the request from the property owners of 21 Irene Avenue for request for dock placement on Plan 5537MC, Lot R, Municipal Reserve with regard to access prior to the issuance of a letter of non-objection.</p> <p style="text-align: right;">CARRIED</p>
	23-86	<p>MOVED by Mayor Newton that Administration review Policy C-ENV-APP-2, Management of Municipal Property – Waterfront and bring back to Council for review.</p> <p style="text-align: right;">CARRIED</p>
	23-87	<p>MOVED by Mayor Newton that Administration forward a schedule to Athabasca County Community Peace Officers as discussed at meeting time.</p> <p style="text-align: right;">CARRIED</p>

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, MAY 16TH, 2023
VIA TELECONFERENCE/ZOOM

	23-88	<p>MOVED by Councillor Wasmuth that Administration draft a letter to the President and Chief Executive Officer of Telus and the Chief Executive Officer of the Canadian Radio-television & Telecommunications Commission with a copy to the local Member of Legislative Assembly (MLA) and Member of Parliament (MP), expressing dismay at the poor and/or non-existent cell service in the area of the Summer Village of Island Lake, specifically citing safety and emergency concerns.</p> <p style="text-align: right;">CARRIED</p>
8.	FINANCIAL REPORT 23-89	<p>MOVED by Mayor Newton that the April 30th, 2023 Income and Expense Statement be accepted for information.</p> <p style="text-align: right;">CARRIED</p>
9.	COUNCIL REPORTS 23-90	<p>MOVED by Mayor Newton that the Council reports be accepted as presented.</p> <p style="text-align: right;">CARRIED</p>
10.	ADMINISTRATION REPORTS 23-91	<p>MOVED by Mayor Newton that the Administration Reports be accepted as presented.</p> <p style="text-align: right;">CARRIED</p>
11.	INFORMATION & CORRESPONDENCE 23-92	<p>MOVED by Mayor Newton that the following correspondence be accepted for information:</p> <ul style="list-style-type: none"> ➤ Taxservice Update ➤ Greater North Foundation – February 27th, 2023 Minutes <p style="text-align: right;">CARRIED</p>
12.	CLOSED MEETING	N/A

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, MAY 16TH, 2023
VIA TELECONFERENCE/ZOOM

13.	NEXT MEETING	Next meeting is scheduled for June 20 th , 2023 at 5:00 p.m. via zoom.
14.	ADJOURNMENT	The meeting adjourned at 8:06 p.m.

Mayor, Chad Newton

Chief Administrative Officer, Wendy Wildman



Summer Village of Island Lake

Box 8, Alberta Beach, AB T0E 0A0

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

Website: www.islandlake.ca

Email: svislandlake@wildwillowenterprises.com

June 1st, 2023

Summer Village of Island Lake South – bancroftkim@hotmail.com

Summer Village of South Baptiste – bancroftkim@hotmail.com

Summer Village of Sunset Beach – bancroftkim@gmail.com

Summer Village of West Baptiste – viviandrivier@mcsnet.ca

Summer Village of Whispering Hills – bancroftkim@gmail.com

County of Athabasca – cao@athabascacounty.com; bhall@athabascacounty.com

Aspen Regional Water Services Commission – Attn: Jamie Giberson – arwsc@arwsc.ca

Town of Athabasca – CAO, Rachel Ramey – rachel@athabasca.ca

Re: Water for Life Program Grant – Regional Water Line Feasibility Study

Further to previous correspondence, the Summer Village of Island Lake initiated discussion to provide potable water to the Island Lake and Baptiste Lake region by submitting a Water for Life Grant Funding Application to the Province for a feasibility study in March of 2021. We received approval of the grant in April of this year.

The Summer Village has approached the Aspen Regional Water Services Commission regarding water supply to the Summer Village and area. The intent is to provide a truck fill located near the Summer Village of Island Lake and in proximity to Highway 2. The Regional Water Commission is supportive in principle of supplying water to this location, however further study is required to confirm feasibility and cost.

The Summer Village of Island Lake has retained the services of Associated Engineering to complete this feasibility study, which will establish a conceptual design of a pipeline from the Town of Athabasca to the Island Lake area. This will include conceptual routing, pipe size and of course cost. The study will also evaluate the feasibility of a stand-alone water treatment plant to service the Island Lake region. The study will support a funding application to Alberta Transportation under the Water for Life Program. The deadline for applications under this program is November 30th of each year.

Recognizing the project will provide regional benefit, we are proposing to form a Steering Committee to assist with guiding the study. The establishment of this Steering Committee will be at the discretion of the Council of the Summer Village of Island Lake but it would be intended that those municipalities who are interested in financially committing to a share of the municipal portion of this feasibility study would have a seat on the Steering Committee.

(cont.../2)

6

Other stakeholder participation in the Committee would be at the discretion of the Island Lake Council along with recommendations from the Steering Committee. Members of the Steering Committee would be involved with project meetings as well as provide information and guidance during the feasibility study. Island Lake Council will be discussing the parameters of the Steering Committee at their June 20th, 2023 Council meeting.

The estimated project cost to complete this study is \$71,200 of which 75% is eligible for grant funding. The remaining Municipal share is \$17,200.

The Summer Village of Island Lake is writing to respectfully request the following:

- Confirmation of financial support towards the non-funded portion of the project (\$17,200); funding split to be determined (i.e. assessment based etc.) and/or;
- your participation in the Steering Committee (please indicate your interest by responding in writing with the name and contact information of the individual that you propose to represent your community)

We are looking towards a first week in July date for a “kick off” meeting of the Steering Committee to move ahead with the study. Should you have any questions please do not hesitate to contact the office at (780)967-0271.

Your early anticipated response is appreciated.

Sincerely,



Wendy Wildman,
Chief Administrative Officer

c.c. Summer Village Island Lake Council
Associated Engineering Alberta Ltd., Carlie Pittman, P.Eng.

WW/dw



Associated
Engineering

GLOBAL PERSPECTIVE.
LOCAL FOCUS.

RECORD OF MEETING

Date:	May 31, 2023	File Number:	2023-3703-00
Time:	1pm-2pm	Location:	AERIS - Meetings
Client:	Summer Village of Island Lake	Project Name:	Island Lake Regional Water Extension - Feasibility Study
Subject:	Kickoff Meeting	Project Number:	2023-3703-00
Attendees:	Diane Wannamaker (Village) Wendy Wildman (Village)	Carlie Pittman (AE) Chad Maki (AE)	
Distribution:	Those Present		

This Record of Meeting is considered to be complete and correct. Please advise the writer within one week of any errors or omissions, otherwise this Record of Meeting will be considered to be an accurate record of the discussions

Action by

Discussion:

1 PROJECT TEAM

Diane Wannamaker – Administrative Assistant - Summer Village of Island Lake
Wendy Wildman – CAO - Summer Village of Island Lake
Chad Maki – Project Sponsor – Associated Engineering
Carlie Pittman - Project Manager – Associated Engineering

2 PROJECT WORKING COMMITTEE

AE

- The Village is assembling letters for surrounding Summer Villages. The letters are requesting personnel to join the steering committee and contribute financially to study costs not covered by grant funding. AE to provide background text for letters.
- AE noted the importance that we meet early in the project to understand all stakeholder goals.

3 SCOPE OF THE PROJECT AND OBJECTIVES

- The study will establish a conceptual design of a pipeline from the Town of Athabasca to the Island Lake area. This will include conceptual routing, pipe size, and cost.
- The study will also evaluate the feasibility of a stand-alone water treatment plant to service the Island Lake region.
- The study will support a funding application to Alberta Transportation under the Water for Life Program – application deadline this year is November 30th.

4 PROJECT METHODOLOGY

Task 1: Background Data Collection Review and Design Criteria

Task 2: Pipeline Alignment Options



Platinum
member



Associated
Engineering

GLOBAL PERSPECTIVE.
LOCAL FOCUS.

RECORD OF MEETING

May 31, 2023

Summer Village of Island Lake

Action by

Discussion:

Task 3: Hydraulic Analysis
Task 4: Water Treatment Plant Assessment
Task 5: Distribution Capacity Assessments
Task 6: Environmental Overview
Task 7: Standalone Truck Fill Analysis
Task 7.1: Hydrogeological Groundwater Desktop Assessment
Task 7.2: Groundwater Sampling
Task 7.3: Water Treatment Plant Conceptual Design
Task 8: Cost Analysis
Task 9: Draft Report Presentation
Task 10: Final Report

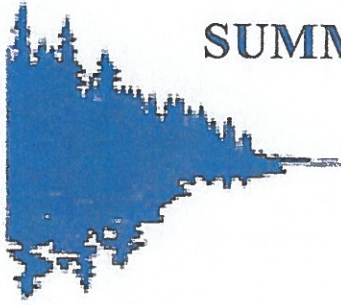
5 SCHEDULE OF DELIVERABLES

- Detailed schedule will be provided following assembly of steering committee. The first steering committee meeting should be no later than the first week of July.
- The deadline for applications under the Water for Life program is November 30th of each year. The final report completion will be end of October to meet this application deadline.

6 REQUIRED DOCUMENTS AND INFORMATION

- AE will review background information and request additional as required.

Recorded By: Carlie Pittman



SUMMER VILLAGE OF WEST BAPTISTE

945 Baptiste Drive, West Baptiste, AB T9S 1R8

June 5th, 2023

Summer Village of Island Lake
svislandlake@wildwillowenterprises.com

The Summer Village of West Baptiste will provide financial support toward the non-funded portion of the project (\$17,200). The funding split to be determined by means of assessment values.

Mayor Keith Wilson is interested in participating on the Steering Committee.

Sincerely,


Vivian Driver, CAO

Summer Village of Island Lake South – bancroftkim@hotmail.com

Summer Village of South Baptiste - bancroftkim@hotmail.com

Summer Village of Sunset Beach - bancroftkim@hotmail.com

Summer Village of Whispering Hills - bancroftkim@hotmail.com

County of Athabasca – info@athabascacounty.com

Apsen Regional Water Services Commission – Attn: Jamie Gilbertson – arwsc@arwsc.ca

Town of Athabasca – Rachel Ramey, CAO – Rachel@athabasca.ca

[Internal]Regional Water Line Feasibility Study, Steering Committee

Leah Blair <lblair@athabascacounty.com>

Tue 6/13/2023 3:46 PM

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

Cc:Rob Minns <RobMinns@athabascacounty.com>

Good afternoon,

As per your letter received by email on June 1st regarding the above, Council made the following motion at today's meeting:

Moved by Councillor Chamzuk to appoint Councillor Minns to the Regional Waterline Feasibility Study Steering Committee, and further to have Councillor Minns report back to Council on the proposed costs for Athabasca County.

Motion Carried.

Councillor Minns can be contacted by email (he is cc'd) as well as by telephone at 780-689-7292.

Please let me know if you have any questions or concerns.

Thank you.

Leah Blair

Executive Secretary

Athabasca County

Phone: 780-675-2273

Fax: 780-675-5512

This communication is intended for the use of the recipient to which it is addressed, and may contain confidential, personal, and/or privileged information. Please contact us immediately if you are not the intended recipient of this communication, and do not copy, distribute, or take action relying on it. Any communication received in error, or subsequent reply, should be deleted or destroyed.

11

RE: Regional Water Line Feasibility Study, Steering Committee

Jamie Giberson <jamie@arwsc.ca>

Fri 6/2/2023 10:45 AM

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

Good Morning Diane,

I am very interested in attending and participating with the Steering Committee. The next regular scheduled Aspen Regional Water Services Commission Board of Directors meeting is scheduled for July 4th, 2023. If there are any decisions required by the Board we will need to keep this in mind.

Thanks,

Jamie Giberson
Commission Manager
Aspen Regional Water Services Commission
5306 Woodheights Road
Athabasca AB
T9S 1V4
780 675 3375

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

Sent: June-01-23 3:50 PM

To: Kim Bancroft <bancroftkim@hotmail.com>; viviandriver@mcsnet.ca; info@athabascacounty.com; larmfelt@athabascacounty.com; Jamie Giberson <jamie@arwsc.ca>; rachel@athabasca.ca; Carlie Pittman <pittmanc@ae.ca>

Cc: Chad Newton <chad.newton@islandlake.ca>; Alan Fisher <alan.fisher@islandlake.ca>; John Wasmuth <john.wasmuth@islandlake.ca>; wendy wildwillowenterprises.com <wendy@wildwillowenterprises.com>

Subject: Regional Water Line Feasibility Study, Steering Committee

Please find attached letter with regard to the Water for Life Program Grant for the Regional Water Line Feasibility Study. Your response is appreciated.

Thank you.

Diane Wannamaker, Administration
Summer Village of Island Lake
(780)967-0271
svislandlake@wildwillowenterprises.com

 Please consider the environment before printing this email

**MCSnet and SUMMER VILLAGE OF ISLAND LAKE
Wi-Fi Hotspot Agreement**

THIS AGREEMENT made the 1st day of July, 2023.

BETWEEN:

MCSNET

(hereinafter referred to as "MCSnet")

-AND-

SUMMER VILLAGE OF ISLAND LAKE

(herein referred to as the "Village")

WHEREAS the Village owns the baseball diamonds located at 14 Beaver Ave., and are eligible for complimentary internet services provided by MCSnet.

ANDWHEREAS MCSnet wishes to provide a Wi-Fi Hotspot within the Village facilities mentioned above or on its property subject to the terms, covenants, and conditions contained within this Agreement.

NOW THEREFORE IN CONSIDERATION of the matters set forth above (which are incorporated herein by reference), the exchange of the mutual promises set forth herein, and other good and valuable consideration, the parties hereto agree as follows:

TYPE OF ADVERTISEMENT:

- Signage to be provided and installed by MCSnet on the property and/or within the buildings that can be seen by the public.

FOR THE Village (provided a successful installation):

- One (1) GigAir Unlimited (\$89.95) credit per month for the baseball diamonds
- Complimentary installation valued at \$199.95.
- One (1) MCSnet router plus additional Access Points valued at \$99.95 each to provide public Wi-Fi access to patrons using the baseball diamonds.

TERM AND TERMINATION:

- This agreement shall be for ten (10) years beginning July 1, 2023 (the "Effective Date") and ending July 1, 2033 (the "Term") with the option to renew.

ADDRESS FOR NOTICES:

Any notices under this Agreement given to MCSnet and to the Village shall be deemed to be sufficiently given if personally delivered, sent by email, or sent by prepaid registered mail addressed as follows:

MCSnet, PO Box 98 St. Paul, AB T0A 3A0

Phone: 1-866-390-3928 x266

Email: rhonda@corp.mcsnet.ca

Attention: Rhonda Lafrance

SUMMER VILLAGE OF ISLAND LAKE

Box 8

Alberta Beach, AB

T0E 0A0

Phone: 780-967-0271

Email: svislandlake@wildwillowenterprises.com

Attention: Chad Newton

MCSnet

Per:

Rhonda Lafrance

Name: Rhonda Lafrance

Position: Chief Marketing Officer

THE SUMMER VILLAGE OF ISLAND LAKE

Per: _____

Name:

Position:

LAND LEASE

(this "Lease")

This Lease made as of the __1st__ day of _____ July _____, 2023.

BETWEEN:

SUMMER VILLAGE OF ISLAND LAKE
(the "Landlord")

AND

LEMALU HOLDINGS LTD. O/A MCSNET
(the "Tenant")

RECITALS:

- A. The Landlord is the registered owner of those lands more particularly described in **Schedule "A"** hereto (the "Lands").
- B. The Tenant wishes to lease from the Landlord a portion of the Lands being a 10 foot by 12 foot area, identified as the shaded area in **Schedule "B"** (the "Premises"), and the Landlord wishes to Lease the Premises to the Tenant.

NOW THEREFORE in consideration of the payment of TEN (\$10.00) DOLLARS by the Tenant to the Landlord, the mutual covenants and agreements between the parties contained herein and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged) the parties hereto agree as follows:

1. DEMISE AND TERM

1.1 Grant of Lease

The Landlord does hereby lease and demise to the Tenant, and the Tenant does hereby lease from the Landlord, the Premises for an initial term of ten (10) years (the "**Initial Term**"), commencing on the 1st day of July, 2023 (the "**Commencement Date**"). MCSnet shall have the right to extend the Initial Term of this Lease for three (3) further and consecutive period(s) of five (5) years each (the "**Extension Terms**"). Such Extension Terms shall take effect automatically and without further notice, unless MCSnet gives notice to the Landlord, at least three (3) months prior to the end of the current term. **In addition to the aforementioned extension rights, the Landlord may also terminate this agreement by providing notice to the Tenant at least three (3) months prior to the end of the current term. If the Landlord exercises this termination right, the Lease shall terminate upon the expiration of the current term, and the Tenant shall vacate the**

Premises accordingly. Each such Extension Term shall be subject to the same terms and conditions that apply during the Initial Term.

1.2 Overholding

The Landlord and Tenant agree that if the Tenant remains in possession of the Premises after the expiration of the third and final Extension Term without any further agreement and the Landlord accepts Rent, the new tenancy created shall be a year to year tenancy (the "**Overholding Term**"). If the Landlord accepts Rent during any overholding period, such Rent shall be equal to the Rent payable on the last full year of the Term. Such tenancy shall be subject in all other respects to the terms, conditions, and covenants of this Lease, including rent, which the Tenant shall continue to pay in accordance with section 2.1.

2. PAYMENT OF RENT

2.1 Rent

- (a) At the option of the Landlord, the Tenant shall pay to the Landlord a rental ("the **Rent**"), as defined below, for the Premises:
 - (i) the amount of \$0.00 per month payable by cash, cheque, or electronic funds transfer on the first day of each month; or
 - (ii) **One (1) GigAir Unlimited (\$89.95) credit per month for the baseball diamonds**

Complimentary installation valued at \$199.95.

One (1) MCSnet router plus additional Access Points valued at \$99.95 each to provide public Wi-Fi access to patrons using the baseball diamonds.
- (b) The Landlord shall exercise its option hereunder by delivering written notice to the Tenant no less than one (1) month prior to the Commencement Date. The Landlord may exercise the option once during a twelve (12) month period upon providing the Tenant written notice of no less than one (1) month prior to the next date on which Rent is due.
- (c) In the case of Rent payable by cash, cheque or electronic funds transfer, the Landlord shall provide written notice to the Tenant no less than one (1) month prior to the Commencement Date specifying the address for delivery, failing which the Tenant shall deliver by cheque to the Landlord's address for Notices specified in section 8.

- (d) Rent hereunder shall be due and payable commencing on the Commencement Date.

2.2 Additional Amounts payable by Tenant

In addition to Rent the Tenant shall pay:

- (a) All amounts related to the construction, maintenance, improvement, and repair of a communications tower (the "**Tower**") on the Premises and related attachments and equipment as further described in section 4.2;
- (b) Any incremental increase in the real property tax assessed against the Lands as a result of the construction of the Tower on the Lands;
- (c) Amounts related to the Tenant's consumption of electrical power on the Premises as specified in **Schedule "C"** hereto.

3. LANDLORD'S COVENANTS

3.1 Quiet Enjoyment

- (a) The Landlord covenants and agrees that if the Tenant observes and performs its obligations under this Lease then it shall be entitled to peaceably and quietly possess and enjoy the Premises for the Term without any interruption by the Landlord or any other person claiming by, through or under the Landlord.
- (b) The Landlord acknowledges that the purpose of this Lease is to provide high speed internet services to nearby communities, and the disruption of this service for any reason may negatively impact those communities. The Landlord agrees to make all reasonable efforts to ensure high speed internet services are minimally interrupted. The Landlord acknowledges that any breach, including revocation, of this Lease resulting in disruption of high speed internet services may cause the Tenant to suffer a loss for which it could not be adequately compensated by damages. The Tenant shall be entitled as a matter of right to enforce the terms and provisions of this Lease at law and at equity. The foregoing rights shall be cumulative and be in addition to any other remedies which may be available to the Tenant.
- (c) The Tower, related equipment, attachments, and appurtenances, erected, constructed, or attached by the Tenant shall at all times remain the property of the Tenant and shall not form part of the Premises or the Lands or at any time become the property of the Landlord.

3.2 Landlord Costs

Except for those amounts payable by the Tenant pursuant to section 2.2, the Landlord shall be solely responsible for all costs related to the Lands, including without limiting the generality of the foregoing, property taxes assessed against the Lands, notwithstanding any amounts payable in accordance with subsection 2.2(b).

3.3 Title

The Landlord covenants with the Tenant that it has good and marketable title to the Lands and Premises free and clear of any agreements or encumbrances except for those registered on title up to and including the date of this Lease. A Copy of the Certificate of Title is attached at **Schedule "A"** hereto.

3.4 Utility Easement

Electrical utility and/or fibre optics is required by MCSnet and is deemed a part of this Lease and may not be removed by the Landlord prior to termination of the Lease.

3.5 Access

The Landlord grants the Tenant and its invitees a non-exclusive rent-free right, licence, and easement to use and enjoy in common with the Landlord, the right of access:

- (a) over land for the purpose of gaining ingress and egress to and from the Premises; and
- (b) by way of underground powerline and/or optic cable for the purpose of providing power and connectivity to the Premises.
- (c) **The Landlord and Tenant hereby agree to provide and maintain suitable access to the construction site during civil construction activities. The access shall be safe, secure, and appropriately designated to facilitate the movement of personnel, vehicles, and equipment required for the project. The access routes will be cleared and maintained to ensure smooth passage and minimize disruptions to neighboring properties. The construction team shall adhere to all applicable safety regulations, take necessary precautions to mitigate risks, and promptly address any access-related concerns raised by the affected parties.**
- (d) **The Landlord grants the Tenant the right to access the tower site for the purpose of installation, maintenance, and operation of telecommunications equipment. The Tenant shall comply with all applicable laws, regulations, and industry standards while accessing the tower premises. Access shall be**

granted during reasonable hours and subject to prior notice, allowing the Landlord to coordinate and ensure the safety of the site. The Tenant acknowledges the responsibility to maintain the tower in a safe and secure condition and agrees to indemnify and hold the tower owner harmless from any liability arising from its access, except in cases of willful misconduct or negligence.

4. TENANT'S COVENANTS

4.1 Manner of Use

The Tenant shall use the Premises during the Term for the purpose of erecting the Tower, attaching thereto the equipment required to provide high speed internet to nearby communities (the "**Equipment**") and to maintain ongoing operation of the Tower and Equipment.

4.2 Alterations and Improvements

- (a) The Tenant may at its own cost and at any time during the Lease, construct and conduct ongoing maintenance and improvements to the Tower, Equipment and any required attachments, accessories, or appurtenances necessary for the maintenance and operation of the Tower and Equipment, on the Premises as the Tenant sees fit in its sole discretion, and subject to section 6.1 hereof. The Tenant shall at its own cost, obtain all necessary permits or licences required to erect the Tower and comply with all laws applicable to the construction, maintenance, and operation thereof.
- (b) The Tenant covenants that, except for the Tower, Equipment, and attachments or accessories required for proper operation, no other permanent structures shall be erected, upon the Premises during the Term without the Landlord's prior written consent, which consent shall not be unreasonably withheld, conditioned, or delayed.
- (c) In the event the Tenant, at any time during the Lease, requires a third-party utility provider to register or cause to be registered an easement pursuant to section 3.4 and install or cause to be installed utility services including, without limitation, electrical power or fibre optic cable, the Tenant shall provide the Landlord reasonable notice to the Landlord.

4.3 Repairs and Maintenance

- (a) The Tenant shall, at all times during the Term and at its own expense, care for, maintain, and repair the Premises as would a careful and prudent owner, including repairs required by reasonable wear and tear.

- (b) The Tenant shall, at all times, keep the Tower, Equipment, and any attachments or appurtenances thereto, in good operating condition and repair including the installation or construction of any housing, shelter, or cabinet if, in the Tenant's sole discretion, same is required to protect or secure Equipment from exposure.
- (c) Upon the expiration or termination of this Lease in accordance with the terms contained herein, the Tenant shall vacate and leave the Premises in substantially the same condition as the Premises were in as of the Commencement Date, reasonable wear and tear excepted. The Tenant shall remove **any and all foundations from the premises to a minimum depth of one (1) metre.**

4.4 Compliance with Law

The Tenant shall not commit any act of waste upon the Premises and shall comply with all lawful statutes, by-laws, rules, and regulations of every municipal, provincial, and other authority which in any manner relate to or affect the Premises and to indemnify and save harmless the Landlord from any costs, charges, expenses, or damages to which the Landlord may be put or suffer by reason of the Tenant's breach of any such by-law, statute, rule, or regulation.

5. INSURANCE

- (a) The Tenant covenants and agrees that during the Term it has or shall take out and maintain at its sole cost and expense comprehensive liability and property damage insurance with respect to injury, death and property damage occurring on, in or about the Premises or the operations of the Tenant on the Premises in the amount of not less than FIVE MILLION (\$5,000,000.00) DOLLARS all inclusive.
- (b) The Landlord covenants and agrees during the Term it has or shall take out and maintain at its sole cost and expense comprehensive liability and property damage insurance with respect to injury, death and property damage occurring on, in or about the Lands in the amount of not less than TWO MILLION (\$2,000,000.00) DOLLARS all inclusive.

6. INDEMNIFICATION

6.1 Indemnification of Landlord

The Tenant hereby agrees to indemnify and save harmless the Landlord and those for whom it is responsible in law from and against any and all claims, actions, and proceedings brought or commenced against the Landlord and from and against any and all damages suffered or incurred by the Landlord:

- (a) by reason of the Tenant's use or occupation of the Premises;

- (b) by reason of any default by the Tenant of its obligations or covenants under this Lease; or
- (c) by reason of any acts, omissions, or negligence of the Tenant or those for whom it is responsible in law,

provided the same are not in any manner by reason of any default of the Landlord of its obligations or covenants under this Lease or by any acts, omissions, or negligence of the Landlord or anyone for whom the Landlord is responsible in law.

7. EVENTS OF DEFAULT

7.1 Events of Default by the Tenant

Notwithstanding anything stated herein to the contrary, the Tenant shall not be in default in the performance of any of its covenants or obligations under this Lease, unless and until the Landlord has notified the Tenant in writing of such default ("**Notice of Default**") and the Tenant has failed to commence action to remedy the same after two (2) months of receipt of such notice. For the purpose of this section, a letter from the Tenant to the Landlord outlining its proposed timeline and intent to remedy the default and its anticipated timeline for completing same shall constitute a commencement of action to remedy the said default. Thereafter the Tenant shall proceed to take all reasonable steps to remedy the default within its anticipated timeline.

7.2 Termination

- (a) If, after the expiry of two (2) months following a Notice of Default, the Tenant has not cured, caused to be cured, or has taken no steps in respect of its own default, the Landlord may terminate this Lease on six (6) months' notice in writing to the Tenant.
- (b) The Tenant may terminate this Lease at any time by giving the Landlord two (2) months' written notice of such termination, after which time the Tenant shall have no further obligations hereunder including without limitation in respect of Rent and Power, except as required to discharge or cause to be discharged the Tenant's Caveat and to remove its property and restore the Lands under section 4.3(c).
- (c) Upon the termination or expiry of this Lease the party providing electrical power, as specified in **Schedule "C"** attached hereto, shall have no obligation to continue to provide electrical power to the Premises or Lands or to continue to provide electrical power for consumption by the other party.

8. NOTICES

Any demand, notice, or other communication to be made or given hereunder shall be in writing and may be made or given by personal delivery, pre-paid ordinary and registered mail, or e-mail with delivery confirmation, addressed to the respective parties as follows:

(a) to the Landlord at:

Email: _____
Attention: _____

(b) to the Tenant at:

Lemalu Holdings Ltd. o/a MCSnet
Box 98, 4810 50 Avenue
St. Paul, AB T0A 3A0

Email: toweradmin@mcsnet.ca
Attention: Project Department

or to such other address or email address as either party may from time to time designate, by notice to the other. Any notice personally delivered to the party to whom it is addressed as provided for in this section shall be deemed to have been given and received on the day it is so delivered at such address, provided that if such day is not a Business Day then the notice shall be deemed to have been given and received on the Business Day next following such day. Any notice mailed to the address and in the manner provided for in this section shall be deemed to have been given and received on the fifth Business Day next following the date of its mailing in Alberta. Any notice sent by email shall be deemed to have been given and received on the first Business Day after its delivery. For the purposes of this section, the term "**Business Day**" means every day except Saturdays, Sundays and statutory holidays in the Province of Alberta.

9. MISCELLANEOUS

9.1 Registration

The Tenant may or cause this Lease or any assignment or sublease or other document evidencing an interest of the Tenant in this Lease or the Lands to be registered by way of caveat against title to the Lands. The rights granted to the Tenant by this Lease run with the Lands and shall bind any successive owner.

9.2 Schedules

The following Schedules shall form part of this Lease:

Schedule "A" – The Lands and Copy of Certificate of Title

Schedule "B" – The Premises

Schedule "C" – Tenant's Consumption of Electrical Power

9.3 Time of the Essence

Time is of the essence of this Lease and every part hereof.

9.4 Non-Waiver

A waiver by the Landlord or the Tenant of the strict performance of any term, covenant or condition herein contained shall not of itself constitute a waiver of any such term, covenant or condition or of any subsequent breach thereof.

9.5 No Set-Off

All amounts payable by the Parties under this Lease shall be paid without any deduction, set-off, or abatement whatsoever, except as herein expressly provided.

9.6 Entire Agreement

This Lease and schedules attached hereto shall constitute the entire agreement between the parties with respect to the subject matter hereof and shall not be modified, amended, or waived except by an instrument in writing duly executed and delivered by the parties or by their successors and permitted assigns.

9.7 Applicable Law

This Agreement shall be governed by and construed in accordance with the laws of the Province of Alberta and each party hereto irrevocably attorns to the jurisdiction of the courts of the Province of Alberta.

9.8 Enurement

This Lease and the terms, conditions, and covenants thereof shall enure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

9.9 Severability

If any provision of this Lease is determined to be invalid or unenforceable, it shall be severed from the remainder which shall continue to remain in full force and effect.

9.10 Counterpart Execution

This Lease may be executed in any number of counterparts with the same effect as if all signatories to the counterparts had signed one document, all such counterparts shall together constitute, and be construed as, one instrument and each of such counterparts shall, notwithstanding the date of its execution, be deemed to bear the date first written above. A signed counterpart provided by way of facsimile transmission or in .pdf format shall be as binding upon the parties as an originally signed counterpart.

IN WITNESS WHEREOF the Landlord and Tenant have executed this Lease as of the as of the date first written above.

SIGNED in the presence of:) **THE SUMMER VILLAGE OF ISLAND LAKE**
_____) _____
Witness) **Landlord**
Name: _____)

SIGNED in the presence of:)
_____) _____
Witness) **Landlord**
Name: _____)
) **LEMALU HOLDINGS LTD. O/A MCSnet**

SIGNED in the presence of:)
_____) **Per:** _____
Witness) **Tenant**
Name: _____)

SCHEDULE "A"

THE LANDS

Attached to this Schedule "A" is a Copy of the Certificate of Title to the Lands.

The Lands and Premises are located at the civic address 14 Beaver Ave, Island Lake in the Province of Alberta.

Legal Description:

SW-35-67-24-W4

Coordinates:

Latitude: 54.835880°

Longitude: -113.556904°



LAND TITLE CERTIFICATE

S
LINC SHORT LEGAL TITLE NUMBER
0018 749 986 3857KS;1;R 481214

LEGAL DESCRIPTION

PLAN 3857KS
BLOCK 1
LOT R (PUBLIC WORKS RESERVE)
CONTAINING 1.37 HECTARES, MORE OR LESS
EXCEPTING THEREOUT: HECTARES MORE OR LESS
A) PLAN 7620496 - ROAD 0.040
EXCEPTING THEREOUT ALL MINES AND MINERALS

ATS REFERENCE: 4;24;67;35
ESTATE: FEE SIMPLE

MUNICIPALITY: SUMMER VILLAGE OF ISLAND LAKE

REGISTRATION	DATE(DMY)	REGISTERED OWNER(S) DOCUMENT TYPE	VALUE	CONSIDERATION
481214	08/09/1965			NOT ESTABLISHED

OWNERS

THE SUMMER VILLAGE OF ISLAND LAKE.
OF #1, 10865 - 96 STREET, EDMONTON
ALBERTA T5H 2K2

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
------------------------	--------------	-------------

NO REGISTRATIONS

TOTAL INSTRUMENTS: 000

(CONTINUED)

PAGE 2
48I214

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 17 DAY OF MAY,
2023 AT 02:06 P.M.

ORDER NUMBER: 47268669

CUSTOMER FILE NUMBER:



•END OF CERTIFICATE•

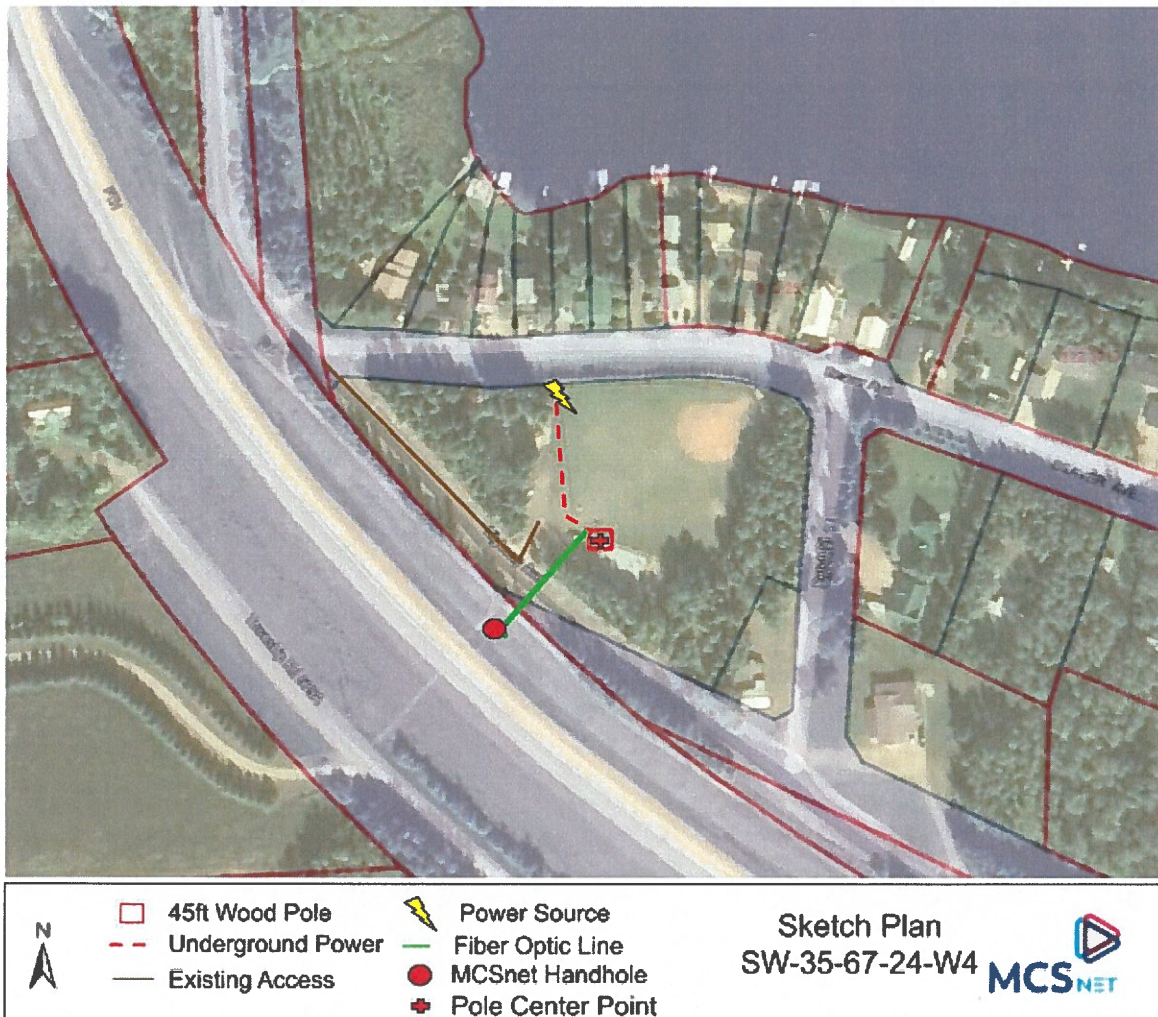
THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED
FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,
SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION,
APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).

SCHEDULE "B"

THE PREMISES

Attached to this Schedule "B" is a diagram, not to scale, illustrating the Premises as that portion of the Lands, being a 10 foot by 12 foot area surrounding the Pole.



SCHEDULE "C"

TENANT'S CONSUMPTION OF ELECTRICAL POWER

Attached to and forming part of the Land Lease between THE SUMMER VILLAGE OF ISLAND LAKE ("Landlord") and Lemalu Holdings Ltd. o/a MCSnet ("Tenant").

Landlord to Provide Electrical Power

- a) The Landlord shall, at no cost to the Tenant, allow the Tenant to connect and consume electrical power ("**Power**") supplied by the Landlord's utility provider to the Premises for the operation of the Tenant's Equipment.
- b) The Tenant shall reimburse the Landlord for the incremental cost of the Tenant's Power consumption every _____ months, commencing on the 1st day of _____, 2023, payable by cheque, cash, or electronic funds transfer.
- c) Incremental increase of Power by the Tenant's consumption shall be measured either:
 - X** By installing or attaching a meter to Equipment monitoring consumption.
 - _____ By estimating consumption based on Equipment specifications using Power.
- d) Reviewing the Landlord's statements of consumption and accounts payable to a third-party Power provider, in which case the Landlord shall supply same for review not less than two (2) weeks after the Landlord's receipt of same.
- e) The Tenant may at any time during the Lease, with one (1) month's notice to the Landlord, elect to stop using Power provided by the Landlord and instead connect or cause to be connected, at its own cost, Power to the Premises for its own consumption.



Summer Village of Island Lake

Council Policy

Number	Title			
C-ENV-APP-2	Management of Municipal Property - Waterfront			
Approval	Approved		Last Revised	
(CAO initials)	Resolution No:	15-072	Resolution No:	
	Date:	Dec. 1, 2015	Date:	

PURPOSE:

The objective of this policy is to manage Municipal Property-Waterfront. It is related to the placement and storage of piers, docks, boat lifts, and other structures as well as the movement of watercraft in front of and/or on reserves, parks and any other Municipal property under the direction of Council. This Policy covers Policy and Procedure which ensures compliance with the requirements of Transport Canada regarding the Navigation Protection Act.

- a) The boat lift or pier cannot be placed more than 30m from any shore;
- b) The boat lift or pier must be marked with yellow reflective material (or lights) on all four sides; and
- c) Proof of consent from the upland property owner must be obtained and provided. The policy is in accordance with the Navigation Protection Act.

SCOPE:

This policy applies to Summer Village of Island Lake and future boards and commissions, agencies and other organizations that will fall within the reporting entity of the Summer Village.

POLICY STATEMENTS:

1. No boat lift, dock, pier or other structure may be placed in a manner so as to impede launching activities.
2. Boat lifts, piers, docks or other structures may be placed on the land or in the water at all public reserves, parks and other public land subject to the following conditions:
 - a. Where the Summer Village of Island Lake is the upland property owner, a site plan showing the location of the pier, dock, boat lift or other structure must be submitted to and approved by the Summer Village prior to the placement of any structure.



Summer Village of Island Lake

Council Policy

- b. Efforts are to be made to co-ordinate placement with other residents as well as the sharing of piers and docks to reduce congestion. Number of boat lifts, docks, piers or other structures in front of municipal property may be limited to avoid congestion and permit swimming, wading, etc. (aquatic activities).
 - c. Boat lifts, docks or piers must be marked to ensure visibility: such as with yellow reflective material (or lights) on all four sides.
 - d. Boat lifts cannot be placed more than 30 metres from any shore. Piers or docks cannot extend beyond 30 metres from the shore.
 - e. Boat lifts, docks and piers are to be clearly marked as to the owner's identity.
 - f. Boat lifts docks and piers are to be stored during the winter months in such a manner as not to prevent access to the lake or to cause damage to vegetation.
 - g. Boat lifts, docks, piers or other structures not removed by September 30th shall be removed to the owner's property, at the owner's expense. Unidentified structures will be disposed of by the Summer Village.
3. The CAO or designate shall issue a Letter of Consent to any person requesting to place a boat lift, dock, pier or other structure in the waters directly in front of any public reserve, provided the above conditions are satisfied or approved.
4. Failure to comply with this Policy may result in removal and disposal of the boat lift, pier or other structures at the owner's expense.
5. Appeals may be made to Council in writing and will be dealt with in an expedient manner.
6. Penalties: First offence \$50, second offence \$250, third offence \$500, plus costs to move the structure(s).

For further information or to obtain dock placement approval for municipal reserves, please contact the Summer Village office.

If you own lakefront property, you cannot place items more than 30m from any shore, items must be marked to ensure visibility; such as yellow reflective material (or lights) on all four sides.



Summer Village of Island Lake

Administrative Policy

Number	Title		
	Seasonal Docks & Boat Mooring Policy – Back Lot Property Owners		
Approval	Approved		
(CAO initials)	Resolution No:		
	Date:		

POLICY STATEMENT

The Summer Village of Island Lake recognizes the desire for residents to participate in recreational use of Island Lake.

PURPOSE

1. To safely and fairly accommodate recreational use of the lake while establishing clear rules for temporary seasonal mooring structures.
2. To identify how **back lot property owners** in the Summer Village of Island Lake can obtain written consent of non-objection from the municipality to enable them to apply for an authorization from Alberta Environment & Parks (AEP) and be compliant with the Alberta regulations for temporary seasonal docks for personal recreational use.
3. There is a limited amount of lake shoreline in the Summer Village and the municipality's goals for this Policy are to:
 - Adopt Alberta Environment & Parks standard requirements for temporary seasonal mooring structures;
 - Be a good steward of the environment and preserve the natural character of the community;
 - Maintain and enhance safe access to the Community's open spaces and lakeshore for everyone;
 - Recognize the historical use of the lakeshore with respect to the placement and configuration of temporary seasonal docks and hoists; and
 - Reduce conflict between neighbors and address non-compliance with this Policy through Policy direction, favourable reconciliation, and public education. Non-compliance with Alberta regulation and rules will be enforced by the Regional Alberta Environment & Parks office.

PRINCIPLES

In Alberta the beds and shores of natural water bodies (rivers and lakes) are public lands and subject to the Public Lands Act and the Public Lands Administration Regulation. The placement of mooring structures and docks on public lands therefore falls under the scope of the Act and the Regulation. Since 2011, it has been a requirement under the Public Lands Administration Regulation to obtain an authorization for all docks, boat lifts and other mooring structures placed onto and occupying the beds and shores of a river or lake for more than 14 days. Alberta Environment & Parks has stated that **there is**



Summer Village of Island Lake

Administrative Policy

no general expectation that every Albertan who does not own property adjacent to a lake should be able to place a dock in a lake for recreational purposes.

Recently, Alberta Environment & Parks established a disturbance standard that eliminated the need for semi-waterfront property owners to apply for an authorization if their docks and boat lifts meet a set of standard requirements as defined by AEP. Property owners that meet the definition of semi-waterfront are those properties directly on the lake. All other properties in Island Lake are classified as back lot property and for the purpose of this Policy, includes all non water facing lots. Back lot property owners and community dock participants are not included in the disturbance standard. However, these people can put out a dock or boat lift off of a Municipal Reserve, ***provided they have the written consent of the Summer Village of Island Lake, the waterfront landowner, and have obtained a Temporary Field Authorization (TFA) from Alberta Environment & Parks.*** Requests for Letter of Non-Objection from the Summer Village for initial applications and renewals MUST be submitted to the Summer Village by April 15th.

In the Summer Village of Island Lake, the area in which back lot property owners and community dock participants can place temporary seasonal docks and boat lifts is limited. Therefore, back lot property owners are encouraged to become part of a community or shared dock group. In planning and approving temporary seasonal docks and boat lifts in these areas, the Summer Village of Island Lake will adopt the Alberta Environment and Parks standard that the total width of all authorized docks and hoists within these mooring areas shall not exceed 50% of the total width of the mooring area.

Once an application is approved by Alberta Environment & Parks, a copy of the Temporary Field Authorization **must** be submitted to the Summer Village of Island Lake to be kept on file, as well as a picture of the boat dock and a list of all participants. The TFA and written consent will be issued for no more than a three (3) year term. Alberta Environment & Parks or the Summer Village of Island Lake has the right to cancel a TFA or its' written consent at any time. There is a requirement for the applicant to also provide a listing of all dock participants and contact numbers **annually** to the Administration office by April 15th.

The Summer Village commits to fair and equitable consideration of approvals submitted to Alberta Environment and Parks by providing letters of non-objection based on the following:

- 1) Property owners that have had, and continue to historically receive approval for their mooring structures. When the applicant no longer wishes to maintain the TFA, those sharing the mooring structures will be given first right of refusal
- 2) Back lot property owners that participate in a community or shared dock group
- 3) Permits that are, in the opinion of Council, the most inclusive and/or beneficial to the back lot community.
- 4) First Come, first served.



Summer Village of Island Lake

Administrative Policy

All approvals will be at the discretion of the Summer Village of Island Lake Council

Property owners must also register annually PRIOR to August 15th to store mooring structures on the Village's Municipal Reserve areas and, as per Policy _____, Boat Lift and Pier Removal – Municipal Property, no mooring structures will be allowed from May 31st to September 1st annually. Please contact the Administration Office for registration requirements.

For more information, please visit the website at www.islandlake.ca

Revisions:

Resolution Number	MM/DD/YY



Summer Village of Island Lake Administrative Policy

Number	Title		
	Boat Lift and Pier Section Removal – Municipal Property		
Approval	Approved		
(CAO initials)	Resolution No:		
	Date:		

Policy Statement

The Summer Village of Island Lake would like to have all privately-owned boat lifts, pier sections and pier stands, removed from the municipal reserve areas, public parks and parkways by June 1 of each year.

Reason for Policy

The Summer Village of Island Lake has deemed it necessary to remove the boats lifts, pier sections and pier stands to provide consistent park maintenance. Removal of these items also allows all residents in the Summer Village free and unencumbered access to the municipal reserve areas, parks and parkways.

Related Information

The Summer Village of Island Lake does allow for storage of privately owned boat lifts, pier sections and pier stands on the public parks and parkways during the period of September 1 to May 31 of each year. Storage of these items must be to the side of the municipal reserve, park or parkway, so as to not interfere with public access to the lake.

Residents may contact the Summer Village Administration during regular office hours Monday through Friday to arrange for access through a locked gate to a park to remove their boat lift and/or pier sections.

Responsibilities

It will be the responsibility of the Summer Village to remove all privately-owned boat lifts, pier sections and piers stands remaining on the municipal reserves, parks or parkways between June 1 and September 1 of each year.

35



Summer Village of Island Lake Administrative Policy

Failure to Comply

- Failure to comply with this Policy may result in removal and disposal of the boat lift, pier or other structures at the owner's expense
- First offence \$50, second offence \$150, third offence \$500, plus costs to move the structures(s)
- Seized item(s) will be removed and stored at a secure municipal location for a maximum of 30 days, with all associated costs being charged to the owner of the item(s)
- To reclaim seized item(s) with the 30 days, a removal fee of \$100.00 is owed to the Summer Village as well as penalties and storage fees
- After 30 days the seized item(s) will be sold or destroyed, at the discretion of the municipality, with all associated costs being charged to the owner of the item(s)
- If the seized item(s) is sold and the owner is unknown, the municipality will be paid their costs and retain all surplus funds
- If the seized item(s) is sold and the owner is known, the municipality will be paid their costs and the remaining funds will be paid to the owner

Revisions:

Resolution Number	MM/DD/YY


36

PRAAC Donation Request

Jenifer Borgen <Jenifer.Borgen@aspenview.org>

Thu 5/18/2023 9:19 AM

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

 1 attachments (453 KB)

PRAAC Donation Request 2023.pdf;

Good morning,

I hope this email finds you well. I am writing to express my sincerest appreciation for your past support of our organization. Thanks to your generosity, we have been able to make a real difference in the lives of those we serve.

As you may know, our organization relies on donations to continue our important work. We are currently in need of additional funds to support our programs and services, and I am hoping that you might consider making another donation.

Any contribution you can make, no matter how small, would be greatly appreciated. Your donation will help us to continue providing vital services to those who need it most. Please find attached a letter outlining our work and need for support along with our donation options.

Thank you again for your past support, and for considering a donation at this time. Together, we can make a real difference in the lives of those we serve.

Sincerely,

Jenifer Borgen (she/her) MACP, CCC
Aspen View Public Schools #78
School Counselor / Student Services Consultant
780-689-0579

"I would like to acknowledge that I work on Treaty 6 territory, a traditional meeting grounds, gathering place, and travelling route to the Cree, Saulteaux (So-toe), Blackfoot, Métis, Dene (De-nay) and Nakota Sioux (Sue). I acknowledge all the many First Nations, Métis, and Inuit whose footsteps have marked these lands for centuries."

NOTE: This e-mail and any files transmitted with it are intended solely for the use of the individual or entity to whom it is addressed. If you are not the intended recipient or the person responsible for delivering the e-mail to the intended recipient, be advised that you have received this e-mail in error, and that any use, dissemination, forwarding, printing or copying of the e-mail or its attachments is prohibited. If you have received this e-mail in error please notify the sender.



Athabasca and Area Prevention of Relationship Abuse Committee
c/o Healthy Families Healthy Futures at Lower Level, 4705-49 Ave, Athabasca, AB T9S 1B7

Subject: Are you willing to help Athabasca and area PRAAC?

Family violence affects Canadians in all types of families and relationships, no matter how old they are, where they live, or how much money, education, or job type. It can affect people of every race, religion, and sexual orientation.

Victims and abusive persons come to work – and sometimes violence follows them. What happens at home affects people's performance at work. What happens at home can affect the safety and work climate of your workplace. Family violence can affect everyone in the workplace – employers, employees, co-workers, and clients.¹

Athabasca and area PRAAC work hard to support and bring awareness to healthy relationships in our communities. Ever since 2008, our team has been raising funds to advocate for support, resources, and programs for the prevention of relationship abuse in Athabasca and the area. In recent years we have committed to providing financial support to the Healthy Families Healthy Futures Thrive Outreach position. The HFHF Thrive Outreach position offers free, non-judgmental, respectful, inclusive, confidential support for all individuals affected by relationship abuse. In the last few years, government grants that the Thrive Outreach position is dependent on have become less and less; and to maintain the hours of the program that are dedicated to the Athabasca and area communities more funding is required.

In 2022 PRAAC committed to donating \$23,000 to maintain the current THRIVE program here in our Athabasca and area community, this year in 2023 we are dedicated to doing the same. This program is critical in supporting individuals, children and youth, families, and businesses dealing with the impact of family violence.

¹ Family Violence in the Workplace, Alberta Children's Services Prevention of Family Violence and Bullying, NCN1583, March 2014



Athabasca and Area Prevention of Relationship Abuse Committee
c/o Healthy Families Healthy Futures at Lower Level, 4705-49 Ave, Athabasca, AB T9S 1B7

This is why we are asking for your help. With your resources and dedication to this cause, we can ensure that our community members have access to free, confidential, non-judgmental support through the Thrive Outreach Support program.

Would you be willing to make a financial donation to help our cause? We will be happy to provide public recognition and thanks to your company on our website, social media sites and any other public thanks we carry out in exchange for showing how much we appreciate this.

Donating is easy:

- ONLINE by CREDIT CARD – visit www.wamathabasca.ca and you will be directed to the online donation website that we use. Simply choose **PRAAC Athabasca** for the programming choice.
- MAIL – Cheques can be mailed to Healthy Families Healthy Futures, #204 10619 100 Ave, Westlock, AB T7P 2J4. Please make all cheques payable to Healthy Families Healthy Futures (as they are PRAAC's banker), and include a note that the donation is for PRAAC
- DROP OFF – Cheques or cash can be dropped off at FCSS Building, 3598 48 Ave, Athabasca, AB. Please make all cheques payable to Healthy Families Healthy Futures (as they are PRAAC's banker), and include a note that the donation is for PRAAC

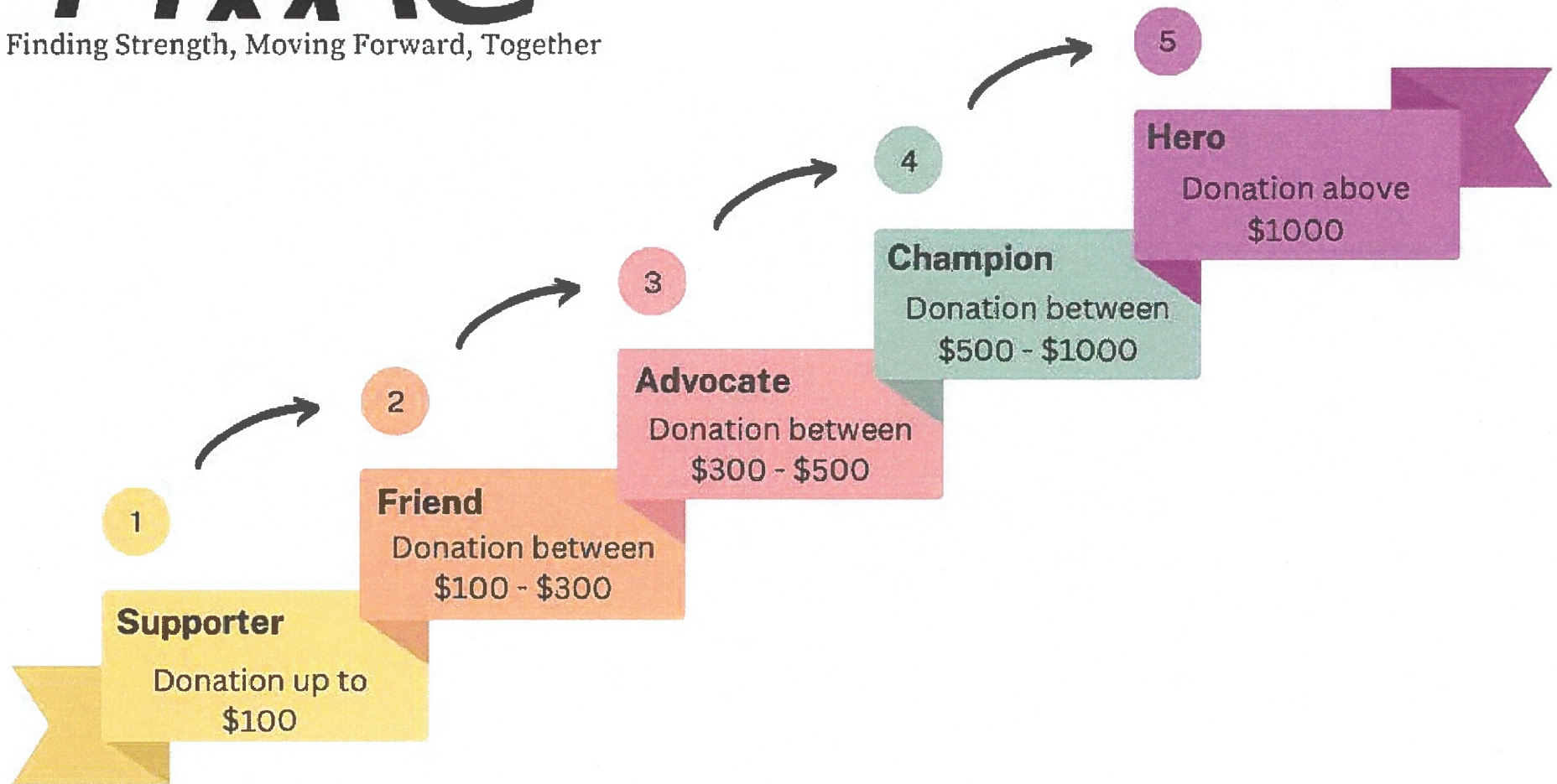
Thank you for your help,

Athabasca and area PRAAC Committee





Finding Strength, Moving Forward, Together



For more information contact us at:



athabascapraac@gmail.com



780-579-0577



www.athabascapraac.ca

40

Not sure if we need this as there is no bylaw outlining authority etc.

Municipal planning commission A municipality may establish by bylaw a Municipal Planning Commission (MPC) and prescribe in the bylaw the functions and duties of the commission including, but not limited to, subdivision and development authority powers and duties. As the formation of a municipal planning commission is enabled but not mandatory, a council should consider what functions a commission would perform and whether it would address the needs and expectations of council, administration, and the wider public. An MPC that is strictly advisory can be valuable where there are substantial planning policy questions to be explored. The MPC, operating at arm's length from the council, may have greater freedom in engaging the public, thus broadening support for planning actions. An MPC can openly assess options, allowing the council greater freedom in making a decision. There is a risk, however, that an MPC can become too attached to particular recommendations, causing the commission to challenge council's authority. It is critical that the MPC have clear terms of reference for its activities, especially with respect to its function and relationship to council. It is recommended that MPCs be firmly integrated into governance frameworks and not be implemented as afterthoughts to the decision making process. Council and administration must have trust and confidence in the competence and value of MPC contributions. Finally, it is important that there be sufficient meaningful activities for MPC members to maintain their interest. Many MPCs are also delegated authority to make decisions on subdivision and development permit applications. Council should carefully consider what problems it is trying to solve in delegating this authority. An MPC might prove valuable in relieving administration from making politically sensitive decisions. In some communities there may be a preference for any discretion in decision making to be exercised by a panel rather than a single individual. There may also be a feeling that a panel is less subject to bias. However, it is also important to remember that forming an MPC can significantly add to the time required to make decisions. P a g e | 46 MPC member selection is crucial, and should be considered carefully. Attracting competent commission candidates can be a challenge, especially in smaller communities where the number of volunteers may be limited and already overburdened. In implementing an MPC it must be decided whether councillors should be appointed to the MPC. Having one or two councillors on the MPC can assist the commission members in understanding the background to issues. Council members of the MPC can also provide the council with a broader perspective on matters. Appointing a majority of councilors to the commission, however, may affect the utility of the MPC as an arm's length body.

Diane Wannamaker,

S.V. of Island Lake

Administration

Phone: 780-967-0271

Fax: 780-967-0431

Mailing: Box 8, Alberta Beach, AB T0E 0A0

Web: www.islandlake.ca

Email: svislandlake@wildwillowenterprises.com

3. AUTHORITIES AND AGENCIES

3.1 *Development Authority*

1. The Development Authority for the Summer Village of Island Lake is hereby established.
2. The Development Authority shall be appointed by resolution of Council.
3. The Development Authority shall perform such duties that are specified in this bylaw.
4. The Development Authority shall be:
 - a. the Development Authority Officer; and
 - b. the Municipal Planning Commission (MPC), with their duties and responsibilities as described elsewhere in this bylaw.
5. If the Development Authority Officer is to be making the decision on a development permit application, the term "Development Authority", when used in this bylaw, shall be the Development Authority Officer.
6. If MPC is to be making the decision on a development permit application, the term "Development Authority," when used in this bylaw, shall be MPC.
7. The MPC shall be authorized to decide upon all development permit applications referred to it by the Development Authority Officer and to issue such orders that it sees fit.

3.2 *Development Authority Officer*

1. The position of designated officer for the limited purpose of exercising the powers, duties and functions of a Development Authority Officer for the Summer Village of Island Lake is hereby established.
2. Development Authority Officer(s) shall be appointed by resolution of the council.
3. A Development Authority Officer shall perform such duties that are specified in this land use bylaw, including among other things:
 - a. keeping and maintaining for the inspection of the public a copy of this land use bylaw and all amendments thereto;
 - b. keeping a register of all applications for development, including the decisions thereon and the reasons therefore. This information will be released to the public upon request in accordance with the *Freedom of Information and Protection of Privacy Act*;
 - c. collect fees according to the Summer Village of Island Lake Fees and Charges Bylaw;
 - d. sign, on behalf of the Development Authority, any order, decision, approval, notice or other thing made or given by it.

- c. With respect to an order under Section 645 of the *Act*, within 21 days after the date on which the order is made.
- 8. An appeal with respect to an application for a development permit may be made by a person (identified in Section 6.1.2) by serving a written notice of appeal to the board hearing the appeal within 21 days after the date on which the written decision is given.
- 9. An appeal to the Land and Property Rights Tribunal may be made by filing a notice to the Land and Property Rights Tribunal. The notice submission requirements shall be as established by the Land and Property Rights Tribunal.
- 10. An appeal to the Subdivision and Development Appeal Board may be launched by filing a notice by providing the following:
 - a. the appeal application fee as identified in the Summer Village's Fees and Charges Bylaw;
 - b. the legal description and/or the municipal address of the property to which the decision, order or issuance of the development permit relates;
 - c. the name, contact information and address of the appellant; and
 - d. the reasons for the appeal and the issue or condition in the decision or order that are the subject of the appeal.
- 11. Where a person files a notice of appeal with the wrong board, that board must refer the appeal to the appropriate board and the appropriate board must hear the appeal as if the notice of appeal had been filed with it and it is deemed to have received the notice of appeal from the applicant on the date it receives the notice of appeal from the first board, if:
 - a. in the case of a person referred to in Section 6.1.1 the person files the notice with the wrong board within 21 days after receipt of the written decision or the deemed refusal; or
 - b. in the case of a person referred to in Section 6.1.2, the person files the notice with the wrong board within 21 days after the date on which the notice of the issuance of the permit was given in accordance with the land use bylaw.

6.2 *Subdivision Appeals*

- 1. The decision of a Subdivision Authority on an application for subdivision approval may be appealed:
 - a. by the applicant for the approval;
 - b. by a government department if the application is required by the Subdivision and Development Regulations to be referred to that department;
 - c. by the council of the municipality in which the land to be subdivided is located if the council, a Designated Officer of the municipality or the Municipal Planning Commission of the municipality is not the Subdivision Authority; or
 - d. by a school board with respect to:



Summer Village of Island Lake Approach & Culverts Standards Policy

Number	Title			
C-ENV-APP-1	Approach & Culverts Standards Policy			
Approval	Approved		Last Revised	
(CAO initials)	Resolution No:	20-207	Resolution No:	
	Date:	Dec. 15, 2020	Date:	

POLICY STATEMENT:

To establish a consistent policy for all approach and culvert installations in the Summer Village as well as provide an application for all new approach & culvert installations. This will help to maintain sufficient area for snow storage and to allow for the proper drainage of rainwater and snow melt. Each residential driveway/approach is required to have a proper culvert installed to aid in the removal of water away from the property.

SCOPE:

This policy specifies the minimum amount of ditch required to remain after a driveway or parking spot has been created, the minimum diameter of culverts, and the requirement for a development permit for modifications to be done on the ditch.

GUIDELINES:

1. Finished road top must be 6.0 meters (20') in width and flared to the Summer Village road.
2. When culverts are required, they must be Corrugated Steel Pipe (C.S.P.) Culverts and be the following measurements:
 - Residential – 400mm (16") **minimum** unless specified by a representative of the Summer Village to meet the drainage requirements of that specific area, and must be a **minimum** length of 6 meters (20'), with a minimum wall thickness of 1.6mm or as directed by the Development Officer
3. Culvert must be installed in the ditch bottom on the road allowance and without any modifications to the ditch profile.
4. The approach must have a reasonable slope, not exceeding 5% for a distance of 15 meters (50') away from the Summer Village road into the parcel.

44



Summer Village of Island Lake Approach & Culverts Standards Policy

5. Construction of the approach must be in accordance with the following: all organics must be removed from the entire area where the approach will be constructed, a gravel (20mm) bed laid where the culvert will be placed, culvert placed in position and filter cloth installed over the area and culvert, finally the approach must be graveled with a minimum of ten cubic yards of 20mm (3/4") crushed gravel.
6. If a hard surface is installed on a driveway with pavement, concrete, paving stones, or any other hard or permanent material, it is at the owner's risk and expense if future disturbance on the municipal property occurs for utility excavations.
7. Snow storage from residential lots and driveways be maintained within that lot or the ditch immediately in front of that lot.
8. Any modifications to ditches prior to the implementation of the policy which infilled the ditch without provision for a culvert installation or where the normal flow of water is impeded, shall be rectified in line with this policy to the satisfaction of the Summer Village.
9. For erosion protection, all ditches and areas around the end of culverts shall be grassed.
10. All culverts shall have riprap placed around the inlet and outlet sides with the riprap extending approximately one metre past the end of the culvert.
11. Other than driveways, no other crossings may be constructed across Drainage Ditches, driveways are to be used as pedestrian access to lots.

RESPONSIBILITIES:

The landowner is responsible to supply a standard 400mm (16") x 6 meters (20') culvert for one primary residential driveway approach.

Private property owners are responsible for the hiring of a contractor, for the Alberta First Call and for all associated installation costs.



Summer Village of Island Lake Approach & Culverts Standards Policy

POLICY NOTES:

Requests for the purchase of replacement culverts and/or culverts for additional approaches or extensions to existing approaches must be made in writing to Council and will be authorized at Council's discretion.

Requests for the Municipality to cost share in ditching/drainage work and/or the installation of a culvert must be made in writing to Council and will be authorized at Council's discretion.

Revisions:

Resolution Number	MM/DD/YY

46

ASVA's Save the Date Reminder - 65th Annual Conference October 19 & 20th, 2023

ASVA Exec Director <summervillages@gmail.com>

Mon 5/29/2023 11:39 AM

To: Kathy Krawchuk (execdirector@asva.ca) <execdirector@asva.ca>

 4 attachments (2 MB)

2023 Save the Date - ASVA Conference.pdf; 2023 DEMS Save the Date.pdf; 2023 Sponsorship Letter for Businesses.pdf; 2023 ASVA Sponsorship Letter.pdf;

Good morning,

A friendly reminder to **SAVE THE DATE** for **ASVA's 65th ANNIVERSARY CONFERENCE** being held at Royal Hotel West, Edmonton AB, October 19 & 20th, 2023, further details attached.

October 20th, 2023, is a morning dedicated to Emergency Management. Please share this with your DEMS/DDEMS, hoping that they will be able to partake in these informative sessions that morning, further details attached.

More information regarding Registration to follow in the next month.

Attached for further consideration, is details on becoming a sponsor and or donating a silent auction item(s) for our event. Please feel free to share this with any business in your community you may think would be interested in helping support ASVA's 65th Anniversary Conference. Thank you so much.

Should you have any questions, please do not hesitate to contact me.

Warm regards,

Kathy Krawchuk

Executive Director

Association of Summer Villages of Alberta

780-236-5456

execdirector@asva.ca

www.asva.ca



65 YEARS of SUCCESS TOGETHER

2023 ASVA ANNUAL CONFERENCE & AGM



SAVE-THE-DATE OCTOBER 19-20, 2023 THURSDAY & FRIDAY

- Meet the Ministers Municipal Affairs and Environment (TBC)
- MLA's (TBC)
- Alberta Emergency Management Updates – Friday October 20th -morning session
- Municipal Planning Services – Land Use Issues Summer Villages Face
- ALMS
- Updates from the Nurse Practitioners Association
- Broadband In Communities
- Firesmart
- Alberta Invasive Species
- Aquatic Invasive Species Specialist
- Municipal Affairs -MAP review (Municipal Accountability Program)
- And more

(Please note that Speakers may change due to unforeseen circumstances)

OCTOBER 19TH BANQUET VENUE

- ☐ Hot Buffet Dinner
- ☐ Awards
- ☐ Entertainment
- ☐ Silent Auction
- ☐ Cash Bar



Venue

CONFERENCE REGISTRATION
BEGINS MID JULY ONLINE.
WATCH FOR UPDATES...

CONFERENCE RATE:
\$299

Cancellations must be in writing via email
to execdirector@asva.ca before September
15, 2023 for a full refund, less \$50
administration fee

Conference
Registration
Deadline September
15th

Royal Hotel West
10010-178 St
Edmonton, AB T5S 1T3
780-484-6000
to book your
accommodations
Ask for the ASVA Group
Booking Rate
Room Rates: Queen: \$119
+ Taxes
Double Queen or King
\$129 + Taxes

Please join us in listening to
the exciting speakers with
updates and information that
can impact your Summer
Villages. Network with Peers
from all over Alberta.

IT'S ALL ABOUT
REGIONAL
COLLABORATION

ASSOCIATION OF
SUMMER VILLAGES OF
ALBERTA

www.asva.ca





Help ASVA celebrate its 65th Anniversary by being a sponsor for this great celebration!

**The ASVA CONFERENCE
"65 YEARS OF SUCCESS
TOGETHER"**

is October 19 & 20, 2023 at the Royal Hotel West, Edmonton, AB. The focus for this educational event is on....

REGIONAL COLLABORATION



We are seeking your valued support, and are kindly asking for your consideration to provide:

- a cash sponsorship and/or,
- a silent auction item for donation

The publicity you will receive from your contribution is substantial and consists of the following:

Exposure of your Business to:

- the Mayors, Deputy Mayors and Councilors from 51 Municipalities (Summer Villages) of Alberta
- Reeves/Mayors AND County Managers from adjacent Municipalities
- DEMS and Deputy DEMS
- MLA's and Ministers from various areas/departments of Alberta

There is great value in being a sponsor at the Conference.

Platinum Sponsors will have 2 minutes to introduce their company and will be asked to introduce the next speaker on the agenda, if your company so to desires, please let me know!

As a sponsor, your organization will be recognized as follows if we receive payment prior to September 1st:

Sponsorship Level	Amount	Provided with a Display Space	Number of Breakfast, snacks, lunch & banquet tickets provided with Sponsorship	Number of Breakfast, snacks, lunch provided with Sponsorship Level	Recognized as a Sponsor in the Agenda Pkg	Recognized on Power point	Self-Introduction of your Company to the delegates & intro of guest speaker (as part of	Sponsor Sign at Coffee Station	Logo in ASVA Annual Report	Company Logo placed on ASVA Website as a Sponsor
PLATINUM	\$2,000+	YES	4	0	YES	YES	YES	NO	YES	YES
GOLD	\$1,000+	YES	2	0	YES	YES	NO	NO	YES	YES
SILVER	\$500+	YES	0	2	YES	YES	NO	NO	YES	NO
BRONZE	\$300+	NO	0	0	YES	YES	NO	NO	YES	NO
COFFEE/HEALTH BREAK	\$250+	NO	0	0	YES	YES	NO	YES	NO	NO

50



If you are interested or have any questions, please contact any of the ASVA Executive, Board of Directors or the Executive Director at your convenience.

EXECUTIVE

President Mike Pashak	mike.pashak@shaw.ca	403-620-1543
Vice President Brian Waterhouse	bwaterhouse@sundancebeach.ca	780-918-0651
Treasurer Rob Dickie	rwdyeg58@gmail.com	780-699-3963
Executive Director Kathy Krawchuk	execdirector@asva.ca	780.236.5456

DIRECTORS

Curtis Schoepp	curtisschoepp@gmail.com	780-220-4897
Kim Bancroft	bancroftkim@hotmail.com	780-239-7323
Gary Burns	gmburns45@gmail.com	780-718-6927
Ian Rawlinson	ian.rawlinson@wolfcreek.ab.ca	403-896-7897
Kathy Dion	k.dion@valquentin.ca	403-923-8694
Ren Giesbrecht	rengiesbrecht@gmail.com	780-910-3157
Marlene Walsh	marlenehwalsh@gmail.com	780-668-3182
Julie Maplethorpe	jamnrg@telus.net	403-304-0446

ASVA would like to thank you in advance for your consideration and we appreciate your continued generous support!

Warm Regards,

Association of Summer Villages of Alberta

www.asva.ca

780.236.5456

Kathy Krawchuk

Executive Director

ASVA

* The ASVA is nonprofit organization but is not registered as a charitable organization, so taxable receipts are not available.

51



Help ASVA celebrate its 65th Anniversary by being a sponsor for this great celebration!

**The ASVA CONFERENCE
"65 YEARS OF SUCCESS
TOGETHER"**

is October 19 & 20, 2023 at the Royal Hotel West, Edmonton, AB. The focus for this educational event is on....

REGIONAL COLLABORATION



We are seeking your valued support, and are kindly asking for your consideration to provide:

- a cash sponsorship and/or,
- a silent auction item for donation

The publicity you will receive from your contribution is substantial and consists of the following:

Exposure of your company to:

- the Mayors, Deputy Mayors and Councilors from 51 Municipalities (Summer Villages) of Alberta
- Reeves/Mayors AND County Managers from adjacent Municipalities
- DEMS and Deputy DEMS
- MLA's and Ministers from various areas/departments of Alberta

There is great value in being a sponsor at the Conference.

Platinum Sponsors will have 2 minutes to introduce their company and will be asked to introduce the next speaker on the agenda, if your company so desires, please let me know!

As a sponsor, your organization will be recognized as follows if we receive payment prior to September 1st:

Sponsorship Level	Amount	Provided with a Display Space	Number of Breakfast, snacks, lunch & banquet tickets provided with Sponsorship	Number of Breakfast, snacks, lunch provided with Sponsorship Level	Recognized as a Sponsor in the Agenda Pkg	Recognized on Power point	Self-Introduction of your Company to the delegates & intro of guest speaker (as part of	Sponsor Sign at Coffee Station	Logo in ASVA Annual Report	Company Logo placed on ASVA Website as a Sponsor
PLATINUM	\$2,000+	YES	4	0	YES	YES	YES	NO	YES	YES
GOLD	\$1,000+	YES	2	0	YES	YES	NO	NO	YES	YES
SILVER	\$500+	YES	0	2	YES	YES	NO	NO	YES	NO
BRONZE	\$300+	NO	0	0	YES	YES	NO	NO	YES	NO
COFFEE/HEALTH BREAK	\$250+	NO	0	0	YES	YES	NO	YES	NO	NO

52



If you are interested or have any questions, please contact me at your convenience.

ASVA would like to thank you in advance for your consideration and we appreciate your continued generous support!

Warm Regards,

Kathy Krawchuk
Executive Director
Association of Summer Villages of Alberta
execdirector@asva.ca
780.236.5456

* The ASVA is nonprofit organization but is not registered as a charitable organization, so taxable receipts are not available.

2023 ASVA McIntosh Bulrush Award Nominations

ASVA Exec Director <summervillages@gmail.com>

Mon 6/5/2023 3:39 PM

To: Kathy Krawchuk (execdirector@asva.ca) <execdirector@asva.ca>

📎 3 attachments (823 KB)

302 McIntosh Bulrush Award.pdf; 302 - Schedule A - Bulrush Nomination Notice.pdf; 302 - Schedule B - Nomination Form-Fillable.docx;

Good afternoon,

ASVA knows that you have some amazing people in your community that exemplifies what it means to be lake stewards. Make sure to nominate them for this year's McIntosh Bulrush Award.

Please click on this link <http://www.asva.ca/> and on the homepage click on **Lake StewardShip**, scroll down to **McIntosh Bulrush Award**. There you will find the McIntosh Bulrush Award Policy 302 to review, as well as Schedule A - Nomination Notice and Schedule B - fillable Nomination Form. I have also attached the forms for your convenience.

Please submit your nomination forms to me no later than **August 31, 2023** to execdirector@asva.ca

or by mail to:

ASVA

C/O Kathy Krawchuk

2- 51109 RR 271

Spruce Grove, AB

T7Y 1G7

Any questions, please let me know, thank you.

Warm regards,

Kathy Krawchuk

Executive Director

Association of Summer Villages of Alberta

780-236-5456

execdirector@asva.ca

www.asva.ca

54

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

Policy Title: McIntosh Bulrush Award	Policy Type: Operational Program Governance 300
	Policy No. 302
Approved Res. No. 2021-18 Date: Mar 15, 2021	Revised Res. No. Date:

Preamble

ASVA is committed to recognizing lake stewardship which includes commitment to preservation, protection, enhancement or sustainability of an Alberta lake, lakeshore or its watershed. As such, each year the ASVA, at the annual fall conference, will present the McIntosh Bulrush Award to an individual or organization that exemplifies lake stewardship activities.

Policy

Recipients are those who have used their personal time and/or professional knowledge or skills, to improve the environment of any Alberta lake, any lake shore or its watershed and to increase awareness of the lake wellness issues to Summer Village residents.

Nominations will be judged based on:

1. Commitment to preservation, protection, enhancement or sustainability of an Alberta lake, lakeshore or its watershed
2. The positive, tangible and long-term impact on the quality of a body of water or its watershed
3. The positive, tangible and long-term impact on the public attitudes towards the health of a body of water or its watershed
4. Demonstration of leadership and/or cooperation between groups to achieve any of the above.

Nomination Process:

1. The request for nominations shall be distributed to the membership starting in June of each year. The request shall be in the format outlined in Schedule "A"
2. The nomination should include the following:
 - a. Project Description: What was/were the objectives of the initiative.
 - b. Summary of Activities: Describe the results of the initiative or, in the case of an individual award, the accomplishments of the individual.
 - c. When did the achievement or activity begin and, if complete, when did it end.
 - d. Where was the project conducted.

55

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

3. The nomination sheet must be signed by the nominee or the designated officer representing a group of nominees or a council. See Schedule "B" of this policy: McIntosh Bulrush Award – Nomination Sheet.
4. Nomination deadline shall be August 31st of any year for presentation at the annual fall convention. An electronic submission is acceptable.
5. Nominations will be reviewed by the Board of the ASVA who will render a decision on or before the September board meeting in that year. If the nomination is not supported, the nominator/s will be notified. If the nomination is supported, the recipient and the nominators will be notified.
6. The recipient will be invited to the year's annual convention free of charge where an official presentation will be held. If the recipient is a group or organization, two representatives of the group or organization, will be invited free of charge.

The award will be a trophy, similar to that identified in Schedule "C" of this policy.

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

Schedule "A"

Request for Nominations

McIntosh Bulrush Award Guidelines/ Criteria

Every year the Association of Summer Villages of Alberta, at our annual Fall Conference, presents the McIntosh Bulrush Award to an Individual or Organization that exemplifies lake stewardship activities.

- Use of personal time to improve:
 - The environment of any Alberta Lake
 - Any lakeshore
 - Increase awareness of the lake wellness issues to Summer Village residents
- Use of professional knowledge/skills to improve:
 - The environment of any Alberta Lake
 - Any lakeshore
 - Increase awareness of the lake wellness issues to Summer Village residents

Nomination Form

As many of you will know the McIntosh Bulrush Award is presented at the annual ASVA Conference.

There is a formal process regarding nominations. Attached you will find a nomination sheet as well as the policy which outlines the guidelines to be used for the submission and the judging criteria.

If your Council knows of anyone or any organization that meets these criteria, please fill in the Nomination Form and return it to execdirector@asva.ca or by mail to ASVA, 2 – 51109 RR 271, Spruce Grove, AB, T7Y 1G7 **on or before August 31st annually.**

We look forward to receiving your nominations!

Past Award Recipients:

2004 – Summer Village of Ross Haven	2015 – Kate Wilson – AIS AB Environment & Parks
2005 – Bruce McIntosh	2016 – Bob Lehman & Roger Montpellier, SV of Val Quentin
2006 – Lori Jeffery - Heaney	2017 - Thom Jewell, SV of Birchcliff
2007 – Peter Wright	2018 - Pat & Wayne Deschamps, SV of Parkland Beach
2008 – County of Lac La Biche	2019 – BAILS: Baptiste & Island Lakes Stewardship
2009 – Not Awarded	2020 – Lake Isle & Lac Ste Anne, Water Quality Mgmt. Society
2010 – Don Davidson, SV of Grandview	2021 – Living in Harmony, SV of Crystal Springs
2011 – Kelly Aldridge, SV of Seba Beach	2022 – Pigeon Lake Watershed Association
2012 – Sylvan Lake Management Committee	2023-
2013 – Glen Usselman, SV of Sunrise Beach	2024-
2014 – Pigeon Lake Watershed Association	2025-

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

Schedule "B"

McIntosh Bulrush Award – Nomination Form

Nominee Name: Click or tap here to enter text.

Nominee is a:

- ☐ Summer Village
- ☐ Organization
- ☐ Individual

Name of Working Titles of Project (if applicable)

Click or tap here to enter text.

Address of Nominee:

Street No. Click or tap here to enter text.

Municipality: Click or tap here to enter text.

(summer village, village, town, city, county)

Province: Alberta

Postal Code: Click or tap here to enter text.

Telephone No. Click or tap here to enter text.

Email: Click or tap here to enter text.

Nominated by: Click or tap here to enter text.

Telephone No. Click or tap here to enter text.

Email: Click or tap here to enter text.

Signature of Nominee

Date of Nomination

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

Complete your nomination using the following headings:

Project Description – What was/were the objectives of the initiative?

Click or tap here to enter text.

Summary of Activity – Describe the results/successes of the initiative or, in the case of an individual award, the accomplishments of the individual.

Click or tap here to enter text.

When did the achievement or activity begin and if complete, end?

Click or tap here to enter text.

Where was the project conducted?

Click or tap here to enter text.

If required, attached additional information.

SA



Barbara Richardson
Project Assistant
Approvals Department

FortisAlberta Inc.
PO Box 2570 Stn M
320 17 Avenue SW
Calgary, AB T2P 5H4
Phone (403) 514-4014
Fax# (403) 514-5014
www.fortisalberta.com
Email: approvals@fortisalberta.com
Canada & USA (877) 714-4014
Canada & USA Fax (877) 614-5014

June 7, 2023

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

Dear Wendy Wildman:

Notification of Work Regarding Electric Distribution Facilities

Re: 500111788

Description of Work: FortisAlberta to salvage ~20m of #4 triplex and replace with ~20m of #2 Triplex to increase capacity. SE 35-67-24-W4

This letter is to serve as notification that FortisAlberta will be undertaking a upgrade of electric distribution facilities within the applicable municipal rights-of-way as indicated on the attached print(s). Because this project does not qualify as "Major Work" (as defined in the Electric Distribution System Franchise Agreement between Summer Village of Island Lake and FortisAlberta (the "Franchise Agreement")), FortisAlberta does not require the formal approval of Summer Village of Island Lake in response to this notification.

All work required to complete the upgrade of these facilities will be performed in accordance with the guidelines outlined in Section 14 "Construction/Maintenance of Distribution System" of the Franchise Agreement, as may be amended or replaced from time to time.

If you would like FortisAlberta to contact a municipal representative prior to commencement of construction, please provide the contact information below:

Contact: _____

Phone: _____ Cell Phone: _____

If you have any questions or concerns regarding the work outlined in this notification please contact the undersigned.

Sincerely,

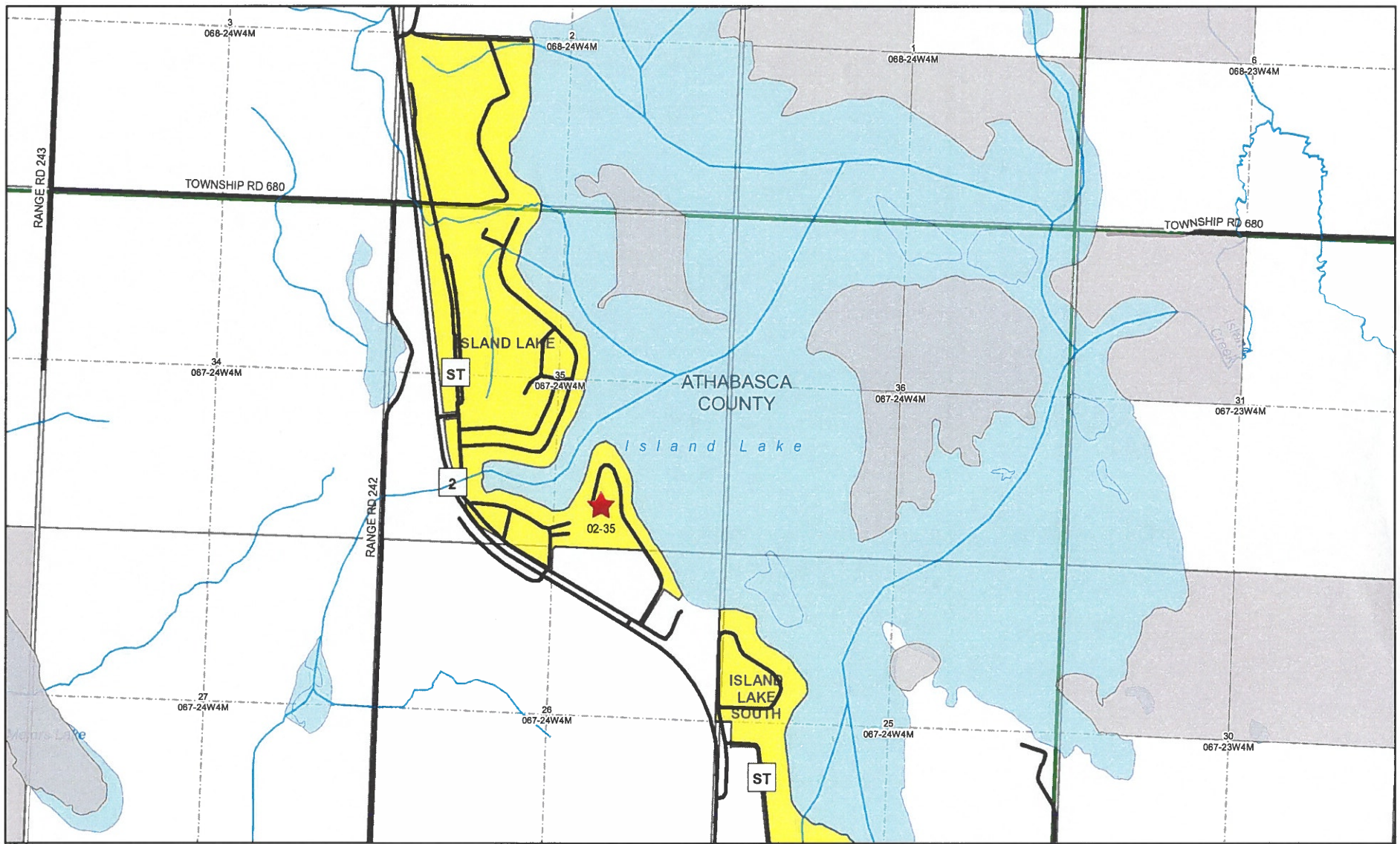
Barbara Richardson

Re: 500111788

60



500111788 Direction Map



Thursday, April 20, 2023

1:24,951

0 950 1,900 3,800 ft



Summer Village of Island Lake

Box 8, Alberta Beach, AB T0E 0A0

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

Website: www.islandlake.ca

Email: svislandlake@wildwillowenterprises.com

Notification Letter and Notice of Decision

Date: May 14th 2023

Permit Number: 2023-DP-002

To:

Re: Decision of the Development Officer

Property Address

2 Lakeshore Drive

Lot, Block, Plan

1, 17, Plan 7820256

Please be advised that Development Permit Application for a Garage under application #{{PermitNumber#}} was deemed complete and the Development Officer issued a decision on May 14th 2023.

If as the applicant or landowner you are unsatisfied with the conditions attached to this decision you have 21 days from the date of issuance to appeal the decision to the Subdivision and Development Appeal Board. The appeal deadline is 21 days from the date of issuance. . .

If you have any questions or concerns regarding the Development Permit please contact the undersigned.

THIS DOES NOT GIVE YOU PERMISSION TO START CONSTRUCTION. PLEASE **OBTAIN A BUILDING PERMIT** HOWEVER, IF THERE IS NO STRUCTURE PLANNED TO BE BUILT OF MOVED TO THE SITE, YOU MAY PROCEED WITH YOUR DEVELOPMENT.

The Permit for the garage is approved subject to the following conditions:

1. Shall comply with all property setbacks in accordance to the Land Use Bylaw
2. The applicant shall obtain and adhere to the requirements where applicable, from the appropriate authority, permits relating to building, electricity, plumbing and drainage, and all other permits required in connection with the proposed development.
3. The property must be landscaped in such a manner to prevent surface drainage onto adjacent properties.
4. The applicant shall be financially responsible during construction for any damage by the applicant, his servants, his suppliers, agents or contractors, to any public or private property.
5. The applicant shall prevent excess soil or debris from being spilled on public streets and lanes, and shall not place soil or any other material on adjacent properties without permission in writing from the adjacent property owner(s).
6. Any excess soil or debris that ends up on Village Roads shall be cleaned up by the Applicant at their sole cost.
7. All municipal taxes must be paid.



Summer Village of Island Lake

Box 8, Alberta Beach, AB T0E 0A0

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

Website: www.islandlake.ca

Email: svislandlake@wildwillowenterprises.com

8. All improvements approved hereby must be completed within eighteen (18) months of the effective date of the permit.
9. No Living Accommodations shall be constructed within the garage

Yours truly,

PDsummervillage@outlook.com

Yours truly,

Matthew Ferris
Development Officer
Summer Village of Long Island Lake

Appeals should be made to:

Subdivision and Development Appeal Board Clerk
Summer Village of Island Lake
Box 8
Alberta Beach, AB
T0E 0A0

The appeal should include:

1. Payment of the appeal fee of \$200.00 + GST
2. The Legal description and or the municipal address of the property to which the decision relates.
3. Your full name, mailing address, email address and phone number.
4. A statement of the reasons for the appeal

If you have any questions regarding the Development Permit please contact the undersigned at PDsummervillage@outlook.com

The personal information provided as part of this application is collected under Sections 303 and 295 of the Municipal Government Act and in accordance with Section 32(c) of the Freedom of Information and Protection of Privacy Act. The information is required and will be used for issuing permits, Land Use Bylaw enforcement and property assessment purposes. The name of the permit holder and the nature of the permit are available to the public upon request.

64



Summer Village of Island Lake

Box 8, Alberta Beach, AB T0E 0A0

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

Website: www.islandlake.ca

Email: svislandlake@wildwillowenterprises.com

Notification Letter and Notice of Decision

Date: June 4th 2023

Permit Number: 2023-DP-004

Re: Decision of the Development Officer

Property Address

142 Lakeshore Drive S.

Lot, Block, Plan

19, 13, Plan 7820256

Please be advised that Development Permit Application for a Deck Replacement was deemed complete and the Development Officer issued a decision on June 5th 2023.

If as the applicant or landowner you are unsatisfied with the conditions attached to this decision you have 21 days from the date of issuance to appeal the decision to the Subdivision and Development Appeal Board. The appeal deadline is 21 days from the date of issuance. .

If you have any questions or concerns regarding the Development Permit please contact the undersigned.

THIS DOES NOT GIVE YOU PERMISSION TO START CONSTRUCTION. You may be required to **OBTAIN A BUILDING PERMIT** HOWEVER, IF THERE IS NO STRUCTURE PLANNED TO BE BUILT OF MOVED TO THE SITE, YOU MAY PROCEED WITH YOUR DEVELOPMENT.

The Permit for the deck (480sqft) is approved subject to the following conditions:

1. Shall comply with all property setbacks in accordance to the Land Use Bylaw
2. The applicant shall obtain and adhere to the requirements where applicable, from the appropriate authority, permits relating to building, electricity, plumbing and drainage, and all other permits required in connection with the proposed development.
3. The property must be landscaped in such a manner to prevent surface drainage onto adjacent properties.
4. The applicant shall be financially responsible during construction for any damage by the applicant, his servants, his suppliers, agents or contractors, to any public or private property.
5. All municipal taxes must be paid.
6. All improvements approved hereby must be completed within eighteen (18) months of the effective date of the permit.

Yours truly,

(65)



Summer Village of Island Lake

Box 8, Alberta Beach, AB T0E 0A0

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

Website: www.islandlake.ca

Email: svislandlake@wildwillowenterprises.com

PDsummervillage@outlook.com

Yours truly,

Matthew Ferris
Development Officer
Summer Village of Long Island Lake

Appeals should be made to:

Subdivision and Development Appeal Board Clerk
Summer Village of Island Lake
Box 8
Alberta Beach, AB
T0E 0A0

The appeal should include:

1. Payment of the appeal fee of \$200.00 + GST
2. The Legal description and or the municipal address of the property to which the decision relates.
3. Your full name, mailing address, email address and phone number.
4. A statement of the reasons for the appeal

If you have any questions regarding the Development Permit please contact the undersigned at
PDsummervillage@outlook.com

The personal information provided as part of this application is collected under Sections 303 and 295 of the Municipal Government Act and in accordance with Section 32(c) of the Freedom of Information and Protection of Privacy Act. The information is required and will be used for issuing permits, Land Use Bylaw enforcement and property assessment purposes. The name of the permit holder and the nature of the permit are available to the public upon request.

66