

**SUMMER VILLAGE OF ISLAND LAKE  
AGENDA**

**Tuesday, May 20th, 2025**

**Via Zoom**

**Commencing at 5 p.m.**

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

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1.	<u>Call to Order</u>		
2.	<u>Agenda</u>	a)	<b>May 20th, 2025, Regular Council Meeting</b>  <b>Council Motions for Consideration</b> <ol style="list-style-type: none"><li>1. THAT Council approves the presented May 20<sup>th</sup>, 2025, Regular Council Meeting Agenda.</li><li>2. THAT Council approves the amended May 20<sup>th</sup>, 2025, Regular Council Meeting Agenda.</li></ol>
3.	<u>Minutes:</u>  <i>Attachment 3a.</i>	a)	<b>April 15<sup>th</sup>, 2025, Regular Council Meeting Minutes</b>  <b>Council Motions for Consideration</b> <ol style="list-style-type: none"><li>1. THAT Council approves the April 15<sup>th</sup>, 2025 Regular Council Meeting Minutes as presented.</li><li>2. THAT Council approves the amended April 15<sup>th</sup>, 2025, Regular Council Meeting Minutes.</li></ol>
4.	<u>Delegation</u>	a)	<b>Nothing scheduled for this meeting.</b>
5.	<u>Request for Decision</u>  <i>Attachment 5a.</i>	a)	<b>Operating Budget 2025</b>  Administration has provided the proposed 2025 Operating Budget for Discussion.  <b>Council Motion for Consideration</b> <ol style="list-style-type: none"><li>1. THAT Council approve the 2025 Operating Budget as presented.</li></ol>

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		<div>b)</div> <div>Reserve Discussion</div> <div>After presentation and clarification on the 2024 Financial Statements Council should review the Surplus identified in Schedule 4 of the Audited Financial Statements to determine if funds should be transferred to the various reserves.</div> <div>The breakdown of reserves and surplus is as follows:</div> <table><tr><td>Capital - General</td><td></td><td>93,178</td></tr><tr><td>Operating</td><td></td><td></td></tr><tr><td>Elections</td><td>2000</td><td></td></tr><tr><td>Tree Removal</td><td>500</td><td></td></tr><tr><td>Snow Removal</td><td>1000</td><td></td></tr><tr><td>Legal</td><td>500</td><td></td></tr><tr><td>Sustainability</td><td>3000</td><td>7,000</td></tr><tr><td></td><td></td><td></td></tr><tr><td>TOTAL RESERVES</td><td></td><td>100,178</td></tr></table> <div>Accumulated Surplus332,858</div> <div>Reserves(100,178)</div> <div>6 months operating(185,000)</div> <div>Available for distribution47,680</div> <div>Council Motion for Consideration</div> <div>1. THAT Council transfer</div> <div>a. \$ _____ to _____ reserve.</div> <div>b. \$ _____ to _____ reserve.</div> <div>c. \$ _____ to _____ reserve.</div>	Capital - General		93,178	Operating			Elections	2000		Tree Removal	500		Snow Removal	1000		Legal	500		Sustainability	3000	7,000				TOTAL RESERVES		100,178
Capital - General		93,178																											
Operating																													
Elections	2000																												
Tree Removal	500																												
Snow Removal	1000																												
Legal	500																												
Sustainability	3000	7,000																											
TOTAL RESERVES		100,178																											
		<div>c)</div> <div>Newsletter</div> <div>The newsletter has been sent to Council and is on agenda this evening for finalization prior to printing and sending with Tax Notices.</div> <div>Council Motion for Consideration</div> <div>1. THAT Council approve the Newsletter for sending and posting as amended.</div>																											

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		d)	<p><b>Annual Meeting</b></p> <p>Administration has reached out to Island Lake Hall representatives to confirm booking for the Annual Meeting to be held July 26, 2025.</p> <p><b>Council Motion for Consideration</b></p> <ol style="list-style-type: none"><li>1. THAT Administration advertise the Annual Meeting for July 26, 2025.</li></ol>
	Attachment 5-e	e)	<p><b>Variance Policy</b></p> <p>Administration is presenting a draft variance policy for consideration by Council. The policy outlines limits and requirements for 3 levels of variance:</p> <ul style="list-style-type: none"><li>• 10% development officer</li><li>• 25% chief administrative officer</li><li>• 40% council</li></ul> <p><b>Council Motion for Consideration</b></p> <ol style="list-style-type: none"><li>1. THAT Council approve the Variance Policy as presented.</li><li>2. THAT Council approve the Variance Policy as amended.</li></ol>
	Attachment 5-f	f)	<p><b>2025 Seniors Week Community Declaration</b></p> <p>For 39 years, the Government of Alberta has dedicated the first week of June to honour and recognize seniors for their invaluable contributions to our province. This year, Seniors' Week is from June 2 to 8 and will be kicked off with a provincial launch event on June 2 in the City of Camrose.</p> <p>All municipalities, First Nations communities, and Metis Settlements are encouraged to officially declare Seniors' Week to demonstrate your community's support and to generate greater awareness of the importance of seniors in Alberta.</p> <p>All communities that notify us that they have declared Seniors' Week will be recognized on the website.</p> <p>To assist communities in declaring Seniors' Week, attached is a sample Community Declaration for your community to consider using.</p>

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			<p>The Government of Alberta encourages communities, organizations and all Albertans to take the opportunity to recognize and celebrate seniors throughout Seniors' Week.</p> <p><b>Council Motion for Consideration</b></p> <ol style="list-style-type: none"><li>1. THAT the Summer Village of Island Lake declare June 2 to 8, 2025 to be Seniors Week in honour of the past, present and future contributions of the seniors of this community and throughout Alberta.</li></ol>
	<i>Separate 5g-1</i> <i>Separate 5g-2</i>	<b>g)</b>	<p><b>Municipal Assessment Service Group Contract Renewal</b></p> <p>MASG has reached out to notify our Assessment Services Agreement expired on March 31, 2025. MASG has been honoured to serve you and the community for the past <b>30 years</b>, and they remain committed to delivering the same high standard of service you've come to expect.</p> <p>A proposed renewal agreement for review was sent under separate cover, for a new five-year term beginning April 1, 2025. Following is an excerpt of the e-mail that was provided to Administration.</p> <p><i>"As part of our commitment to long-term client partnerships, we've made every effort to reduce our internal costs and improve our operational efficiencies. These efforts have allowed us to offer a renewal at reduced rates, reflecting savings that were previously unavailable.</i></p> <p><i>The scope of services and terms remain consistent with our previous agreement, and we're happy to discuss any adjustments that would better suit your current or future needs.</i></p> <p><i>It continues to be a privilege to support you, and we look forward to building on the strong relationship that's been established over the years."</i></p> <p><b>Council Motion for Consideration</b></p> <ol style="list-style-type: none"><li>1. THAT Council authorize the Chief Administrative Officer to sign the 5-year renewal contract with Municipal Assessment Services Group.</li></ol>
		<b>h)</b>	<p><b>Road Use Policy and Process</b></p> <p>Administration and Development Officer have held preliminary conversation regarding the development of a road use policy and are desiring confirmation from Council the purpose of the policy is to mitigate damages caused to municipal roads during the construction of a building within the summer village.</p>

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			<p>A review of current policies does not identify where this would be covered within any other policy.</p> <p>There is reference to damage in Section 4.6.9 of the Land Use Bylaw: <i>“The applicant may be responsible for any damages to public or private property occurring as a result of development”</i></p> <p>The concern from administration is the enforcement of either a policy or this section of the Land Use Bylaw, it would be incumbent on the municipality being able to prove the damage was created by the property owner or contractor.</p> <p>Administration is seeking direction on the creation of policy.</p> <p><b>Council Motion for Consideration</b></p> <ol style="list-style-type: none"> <li>1. THAT Council accept report as information and maintain policies and Land Use Bylaw as currently written.</li> </ol>
		i)	<p><b>Plebiscite Question</b></p> <p>Deputy Mayor Wasmuth has provided the following wording for a plebiscite question during the municipal election this summer.</p> <p><b><i>The Municipal Council of the Summer Village of Island Lake (SVIL) is considering a proposal to annex the area abutting the south boundary if the SVIL identified as Shank Estates. Do you support the SVIL proceeding with the annexation of Shank Estates?</i></b></p> <p><b>Council Motion for Consideration</b></p> <ol style="list-style-type: none"> <li>1. THAT Council approve the wording for a Shanks Estates Plebiscite Question during the Municipal Election to be held on August 16, 2025, and that administration prepare ballots for the question.</li> </ol>
6.	<p><b><u>Bylaws</u></b></p> <p><i>Attachment 6a.</i></p>	a)	<p><b>08-2025 Tax Rate Bylaw</b></p> <p>The 2025 Tax Rate Bylaw is being presented for review and approval by Council. The Municipal tax requisition dropped (2024 = 318,923 – 2025 = 317,600) and with the increases in assessment (2024= 133,658,360 – 2025= 140,764,640), and the increase in education requisition (2024= 303,302 – 2025=352,882) and the increase in seniors requisition (2024= 15,795 – 2025=17,059)</p>

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			<p>Total approximate tax billing 2024 = 638,020 Total approximate tax billing 2025 = 687,541</p> <p>The increase in tax billing is due to the 16% increase in education requisition.</p> <p>The bylaw shows a decrease in tax rate for municipal purposes and an increase in education and seniors requisitions.</p> <p><b>Council Motion for Consideration</b></p> <ol style="list-style-type: none"><li>1. THAT Council provide 1<sup>st</sup> Reading to 2025 Tax Rate Bylaw 08-2025.</li><li>2. THAT Council provide 2<sup>nd</sup> Reading to 2025 Tax Rate Bylaw 08-2025.</li><li>3. THAT Council approved 3<sup>rd</sup> Reading to Bylaw at the May 20, 2025, Council Meeting.</li><li>4. THAT Council provide 3<sup>rd</sup> Reading to 2025 Tax Rate Bylaw 08-2025.</li></ol>
7.	<p><b><u>Financial</u></b></p> <p><i>Forwarded under separate cover.</i></p>	a)	<p><b>Operating Statement April 30<sup>th</sup>, 2025.</b></p> <p><b>Council Motions for Consideration</b></p> <ol style="list-style-type: none"><li>1. THAT the April 30<sup>th</sup>, 2025, Operating Statement be received for information.</li></ol>
		b)	<p><b>Cheque Listing April 30<sup>th</sup>, 2025.</b></p> <p><b>Council Motions for Consideration</b></p> <ol style="list-style-type: none"><li>1. THAT the April Check Listing be received for information.</li></ol>
		c)	<p><b>Bank Reconciliation April 30<sup>th</sup>, 2025.</b></p> <p><b>Council Motions for Consideration</b></p> <ol style="list-style-type: none"><li>1. THAT the April 30<sup>th</sup>, 2025, Bank Reconciliation be received for information.</li></ol>

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10.	<u>Correspondence</u>		<ul style="list-style-type: none"><li>ASVA Conference Information</li></ul>
11.	<u>Closed Session</u>		<ul style="list-style-type: none"><li>Section 21 Harmful to Intergovernmental Relations</li><li>Section 23 Local Public Body Confidences</li><li>Section 24 Advise from Officials</li></ul>
12.	<u>Next Meeting</u>		The next Meeting is scheduled for June 17 <sup>th</sup> , 2025, at 5:00 p.m. via Zoom.
13.	<u>Adjournment</u>		

Future Meetings:

June 17, 2025	July 15, 2025
August 19, 2025	September 16, 2025
October 21, 2025	



SUMMER VILLAGE OF ISLAND LAKE  
COUNCIL MEETING MINUTES  
TUESDAY, APRIL 15<sup>TH</sup>, 2025  
VIA ZOOM

Council: Mayor Newton  
Deputy Mayor Wasmuth  
Councilor Fisher

Administration: Chief Administrative Officer, Phyllis Forsyth  
Administrative Assistant, Les Forsyth  
Delegation, Seniuk & Marcato Chartered Professional Accountants.

1. **CALL TO ORDER** Mayor Newton called the meeting to order at 5:02 p.m.
2. **AGENDA** **April 15<sup>th</sup>, 2025, Regular Council Meeting**  
**25-042** **MOVED** by Mayor Newton  
THAT the April 15<sup>th</sup>, 2025, Regular Meeting Agenda be approved as presented.  
**CARRIED**
3. **MINUTES** **March 18<sup>th</sup>, 2025, Regular Council Meeting Minutes**  
**25-043** **MOVED** by Councilor Fisher  
THAT the March 18<sup>th</sup>, 2025, Regular Council Meeting Minutes be approved as presented.  
**CARRIED**
4. **DELEGATION**
  - a. **Seniuk & Marcato Chartered Professional Accountants – Financial Statements**  
**25-044** **MOVED** by Deputy Mayor Wasmuth  
THAT Council approve the 2024 Audited Financial Statements as presented with clarification on Council remuneration.  
**CARRIED**
5. **REQUEST FOR DECISION**
  - a. **Operating Budget 2025**  
**25-045** **MOVED** by Mayor Newton  
THAT Operating Budget 2025 be tabled to next meeting with Administration providing 2024 actuals to Council.  
**CARRIED**

SUMMER VILLAGE OF ISLAND LAKE  
COUNCIL MEETING MINUTES  
TUESDAY, APRIL 15<sup>TH</sup>, 2025  
VIA ZOOM

**b. Great North Response**

**25-046**

**MOVED** by Deputy Mayor Wasmuth  
THAT Administration draft a letter to Great North requesting  
responses to the questions previously submitted.

**CARRIED**

**c. Newsletter and Annual Meeting**

**25-047**

**MOVED** by Mayor Newton  
THAT Council provide newsletter information to Administration prior  
to April 30<sup>th</sup> for approval at the May meeting.

**CARRIED**

**25-048**

**MOVED** by Mayor Newton  
THAT Administration request dates available from SVIL South hall  
and ratify via email to Council.

**CARRIED**

**d. Development Officer Designation**

**25-049**

**MOVED** by Councilor Fisher  
THAT Council designate Paul Hanlon as Development Officer.

**CARRIED**

**6. BYLAWS**

**a. Pilot Project (Golf Cart) Bylaw 05-2024**

**25-050**

**MOVED** by Deputy Mayor Wasmuth  
THAT Council provide 2<sup>nd</sup> Reading to Pilot Project (Golf Cart) Bylaw  
05-2024 as amended.

**CARRIED**

**25-051**

**MOVED** by Mayor Newton  
THAT Council provide 3<sup>rd</sup> Reading to Pilot Project (Golf Cart) Bylaw  
05-2024 as amended.

**CARRIED**

**7. FINANCIAL**

**a. Operating Statement March 31<sup>st</sup>, 2025.**

**25-052**

**MOVED** by Mayor Newton  
THAT the March 31<sup>st</sup>, 2025, Operating Statement be received for  
information with clarification on the Parks & Recreation entries to be  
provided to Council.

**CARRIED**

SUMMER VILLAGE OF ISLAND LAKE  
COUNCIL MEETING MINUTES  
TUESDAY, APRIL 15<sup>TH</sup>, 2025  
VIA ZOOM

b.

25-053

**Cheque Listing March 2025**

**MOVED** by Councilor Fisher  
THAT the March 2025 Cheque Listing be received for information.

**CARRIED**

c.

25-054

**Bank Reconciliation February 2025**

**MOVED** by Deputy Mayor Wasmuth  
THAT the February 28<sup>th</sup>, 2025 Bank Reconciliation be received for information.

**CARRIED**

d.

25-055

**Bank Reconciliation March 2025**

**MOVED** by Mayor Newton  
THAT the March 31<sup>st</sup>, 2025 Bank Reconciliation be received for information.

**CARRIED**

8. **COUNCIL REPORTS**

a. 25-056

**MOVED** by Mayor Newton  
THAT the Council Reports be received for information.

**CARRIED**

9. **ADMINISTRATION  
REPORTS**

a. 25-057

**MOVED** by Mayor Newton  
THAT the Administration reports be received as information.

**CARRIED**

10. **CORRESPONDENCE**      **N/A**

11. **CLOSED SESSION**      **N/A**

SUMMER VILLAGE OF ISLAND LAKE  
COUNCIL MEETING MINUTES  
TUESDAY, APRIL 15<sup>TH</sup>, 2025  
VIA ZOOM

- 12. NEXT MEETING**                      Next meeting is scheduled for May 20<sup>th</sup>, 2025, at 5:00 p.m. via Zoom.
- 13. ADJOURNMENT**                      Meeting was adjourned at 7:04 p.m.

\_\_\_\_\_  
Mayor, Chad Newton

\_\_\_\_\_  
Chief Administrative Officer, Phyllis Forsyth



# SUMMER VILLAGE OF ISLAND LAKE

## 2025 Operating Budget

For the Period Ending March 31, 2025

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2025-Apr-9

8:34:21PM

General Ledger	Description	2024 Budget	2025 Budget
<b>Revenues</b>			
1-00-11-000-00	Taxes - Residential	312,548.00	317,600.00
1-00-11-100-00	Taxes - Non-Residential Commercial	1,963.23	0.00
1-00-19-000-00	Taxes - Non-Residential Linear	4,411.63	0.00
1-00-51-000-00	Admin - Tax Penalties and Costs	9,476.00	10,000.00
1-00-55-000-00	Admin - Return on Investment	11,000.00	10,000.00
1-12-52-000-00	Admin - Tax Certificates	600.00	600.00
1-12-59-000-00	Admin - Misc/Fine Revenue	0.00	0.00
1-61-59-000-00	Development - Permits/Compliances	2,500.00	3,000.00
1-12-60-000-00	Development - Safety Codes	2,000.00	500.00
1-32-50-000-00	Grants - LGFF Operating	19,150.00	19,150.00
1-32-55-000-00	Grants - FCSS	6,659.98	6,500.00
1-32-84-000-00	Grants - Canada Day	800.00	800.00
1-32-15-000-01	Grants - Canada Summer Jobs	2,100.00	0.00
1-12-25-000-00	Reserve Transfers	0.00	2,500.00
<b>** Total Revenues</b>		<b>373,208.84</b>	<b>370,650.00</b>
<b>Council Expenses</b>			
2-11-21-000-00	Council - Honorarium	6,000.00	6,000.00
2-11-21-100-00	Council - Travel & Subsistence	2,000.00	2,000.00
2-12-21-600-00	Council - Internet Expense Reimburse	1,850.00	500.00
2-12-97-000-00	Council - Donations	500.00	900.00
2-97-76-400-00	Projects - Multiplex	10,000.00	10,000.00
<b>* Council Expenses</b>		<b>20,350.00</b>	<b>19,400.00</b>
<b>Administration Expense</b>			
2-12-11-100-00	Admin - CAO Contract	71,000.00	71,757.00
2-12-13-100-00	Admin - WCB Fees	875.50	850.00
2-12-20-000-00	Admin - Conferences/Courses	0.00	0.00
2-12-21-100-00	Admin - Travel & Subsistence	1,000.00	1,000.00
2-12-21-500-00	Admin - Postage	1,000.00	1,000.00
2-12-21-900-00	Admin - Website	500.00	500.00
2-12-22-000-00	Admin - Assessor Fees	14,000.00	14,000.00
2-12-22-200-00	Admin - Assessment/SDAB Appeal	10,000.00	10,000.00
2-12-22-400-00	Admin - Memberships	2,500.00	2,500.00
2-12-23-100-00	Admin - Audit	7,000.00	7,000.00
2-12-23-200-00	Admin - Legal	7,000.00	5,000.00
2-12-23-900-00	Admin - Elections	0.00	2,500.00
2-12-24-000-00	Admin - Advertising	1,000.00	500.00
2-12-25-000-00	Admin - Form Paper/Land Titles	200.00	250.00
2-12-25-000-01	Admin - Software Support/Add. Module	2,500.00	2,500.00
2-12-26-000-00	Admin - Annual Info Mtg/Mtg Room Fees	1,000.00	1,000.00
2-12-27-400-00	Admin - Insurance	7,500.00	7,500.00
2-12-30-000-00	Admin - Tax Recovery & Rebates	900.00	0.00
2-12-51-000-00	Admin - Office Supplies	2,400.00	2,400.00
2-12-81-000-00	Admin - Bank/Interest Charges	700.00	800.00
2-97-70-400-00	Reserves - Elections	1,275.00	0.00
<b>* Total Administration Expense</b>		<b>132,350.50</b>	<b>131,057.00</b>



# SUMMER VILLAGE OF ISLAND LAKE

## 2025 Operating Budget

For the Period Ending March 31, 2025

General Ledger	Description	2024 Budget	2025 Budget
<b>Planning and Development</b>			
2-22-23-000-00	Admin - Integrity Comm/Safety Codes	2,500.00	0.00
2-22-21-000-00	Development - DO Fees & Services	18,000.00	17,000.00
2-61-20-000-00	Development - Planning Services	500.00	500.00
* TOTAL Planning and Development		21,000.00	17,500.00
<b>Public Works</b>			
2-32-23-000-00	Public Works - Signs	2,567.98	2,500.00
2-32-25-000-00	Roads - Contracted Services/Maintenance	55,000.00	55,000.00
* TOTAL Public Works		57,567.98	57,500.00
<b>Protective Services</b>			
2-23-35-000-00	Protective Services - Fire	6,695.00	6,800.00
2-23-36-000-00	Protective Services - Provincial Police	21,000.00	18,193.00
2-22-20-000-00	Protective Services - Bylaw Enforcement	6,180.00	6,000.00
* TOTAL Protective Services		33,875.00	30,993.00
<b>Solid Waste</b>			
2-43-20-000-00	Solid Waste - Regional Waste Commission	47,380.00	48,000.00
* TOTAL Solid Waste		47,380.00	48,000.00
<b>Parks and Recreation</b>			
2-62-31-000-00	Parks & Rec - Materials & Supplies	721.00	700.00
2-62-41-000-00	Parks & Rec - Bay Days, Community Events	3,090.00	3,000.00
2-72-20-000-00	Parks & Rec - Contracted Services	8,240.00	14,000.00
2-72-21-000-00	Parks & Rec - Grass Cutting	12,875.00	15,000.00
2-72-21-700-00	Parks & Rec - Public Access	1,030.00	1,000.00
2-72-21-730-00	Parks & Rec - Summer Staff	14,420.00	9,700.00
2-72-21-740-00	Parks & Rec - Wage Deductions	1,254.36	1,300.00
2-72-21-750-00	Parks & Rec - Playground Maintenance	515.00	500.00
2-72-31-000-00	Parks & Rec - Fire Smart	0.00	0.00
2-72-51-000-00	Parks & Rec - Tree Removal	3,090.00	3,000.00
2-72-54-000-00	Parks & Rec - Utilities (Street Lights)	15,450.00	18,000.00
* TOTAL Parks and Recreation		60,685.36	66,200.00
** Total Expenses		373,208.84	370,650.00
*** Net Municipal Gain		0.00	0.00



# SUMMER VILLAGE OF ISLAND LAKE

## 2025 Operating Budget For the Period Ending March 31, 2025

General Ledger	Description	2024 Budget	2025 Budget
<b>Requisition</b>			
1-00-11-200-00	Requisition - Designated Industrial Tax	36.57	37.48
1-00-12-100-00	Requisition - Northern Lights Library	2,457.84	2,578.20
1-00-15-000-00	Requisition - Greater North Seniors	15,795.00	17,059.82
1-00-15-100-00	Requisition - School Residential	300,691.00	308,931.66
1-00-15-200-00	Requisition - School Non Residential	2,611.06	0.00
<b>** Requisition Revenue</b>		<b>321,591.47</b>	<b>328,607.16</b>
<b>Requisition Expense</b>			
2-75-00-210-00	Requisition - Designated Industrial Tax	36.57	37.48
2-12-95-000-00	Requisition - Northern Lights Library	2,457.84	2,578.20
2-73-51-000-00	Requisition - Greater North Seniors	15,795.00	17,059.82
2-73-52-000-00	Requisition - Over/Under Senior Levy	0.00	0.00
2-75-00-100-00	Requisition - School Residential	300,691.00	308,931.66
2-75-00-200-00	Requisition - School Non-Residential	2,611.06	0.00
2-75-00-500-00	Requisition - Over/Under School Levy	0.00	0.00
<b>** Requisition Expense</b>		<b>321,591.47</b>	<b>328,607.16</b>
<b>*** Variance</b>		<b>0.00</b>	<b>0.00</b>



# SUMMER VILLAGE OF ISLAND LAKE

## 2025 Operating Budget For the Period Ending March 31, 2025

General Ledger	Description	2024 Budget	2025 Budget
<b>Capital Revenue</b>			
1-32-20-000-00	Grants - MSI Capital	19,604.00	8,088.00
1-32-70-000-00	Reserve Transfers for Capital	10,000.00	25,332.50
1-32-73-000-00	Grants - LGFF Capital	69,290.00	69,290.00
* TOTAL Capital Revenue		98,894.00	102,710.50
<b>Capital Expense</b>			
2-22-22-000-00	Projects - Trails/Access	10,609.00	3,337.50
2-25-01-000-00	Projects - Boat Launch	25,000.00	25,000.00
2-97-11-100-00	Project - Ball Diamond	21,000.00	21,000.00
2-97-77-100-00	Projects - Parks	8,995.00	8,995.00
2-97-77-200-00	Projects - Annexation (Reserves)	10,000.00	21,088.00
2-97-77-300-00	Project - Water Line Engineering	23,290.00	23,290.00
* TOTAL Capital Expense		98,894.00	102,710.50
** Net Capital		0.00	0.00

\*\*\* End of Report \*\*\*



## **Variance Authority Policy**

**Policy Number:** [Assign Policy Number]

**Effective Date:** [Date]

**Approved By:** [Council]

### **1. Purpose**

The purpose of this policy is to provide clear guidelines on the authority of the Development Authority when granting variances under the Land Use Bylaw. This ensures consistent, fair, and legally defensible decision-making while upholding the intent of municipal planning regulations.

### **2. Scope & Application**

This policy applies to all variance requests reviewed by the Development Authority under Section 4.8 (Variance Provisions) of the Land Use Bylaw.

### **3. Authority to Grant Variances**

1. The Development Officer may grant variances (up to 10%) to reduce or relax the requirements of the Land Use Bylaw where warranted, provided that:
  - The use of the land or building remains compliant with the Land Use Bylaw.
  - The variance does not unduly interfere with neighborhood amenities.
  - The variance does not materially affect the use, enjoyment, or value of adjacent properties.
  - The variance is necessary due to parcel irregularities, shape, or site conditions that create practical difficulties in meeting standard bylaw requirements.
2. The Chief Administration Officer may grant variances (up to 20%) to reduce or relax the requirements of the Land Use Bylaw where warranted, provided that:
  - The use of the land or building remains compliant with the Land Use Bylaw.
  - The variance does not unduly interfere with neighborhood amenities.
  - The variance does not materially affect the use, enjoyment, or value of adjacent properties. The request is supported with letters of support of adjacent property owners.
3. The Council may grant variances (up to 40%) to reduce or relax the requirements of the Land Use Bylaw where warranted, provided that:

- The use of the land or building remains compliant with the Land Use Bylaw.
- The variance does not unduly interfere with neighborhood amenities.
- The variance does not materially affect the use, enjoyment, or value of adjacent properties. The request is supported with letters of support of adjacent property owners.
- The variance is necessary due to parcel irregularities, shape, or site conditions that create practical difficulties in meeting standard bylaw requirements.
- The variance is approved in an Open Council meeting and is unanimously approved, and is supported by adjacent property owners.

#### 4. Prohibited Variances:

- Lot coverage and building height cannot be varied.
- The Development Authority cannot issue an additional variance on a regulation that has already been relaxed in a development permit decision.

#### 5. Multiple Variances:

- The Development Authority may approve multiple variances within a single development permit, provided that:
  - Each variance is individually justified based on site-specific challenges.
  - The variances do not collectively undermine the intent of the zoning regulations.
  - The approved variances are clearly described in the development permit decision.

### 4. Variance Decision Framework

#### 4.1 Justification & Documentation

1. A variance shall only be considered where warranted and shall be specifically described in the development permit approval.
2. The Development Authority must document the rationale for granting or denying a variance, including:
  - The specific site conditions or constraints necessitating the variance.

- The potential impact on neighboring properties and how those impacts are mitigated.
- Any conditions imposed to ensure compliance with the intent of the bylaw.

#### 4.2 Procedural Requirements

1. If a variance is granted, it must be explicitly recorded in the development permit, specifying:
  - The provision(s) being varied.
  - The extent of the relaxation.
  - The justification for the decision.
2. The Development Authority may require additional reports or assessments (e.g., geotechnical reports, environmental assessments, or flood hazard mapping) to assess the potential impact of the variance.
3. Public notification and appeals shall follow the procedures set out in the Land Use Bylaw and the Municipal Government Act.

#### 5. Compliance & Oversight

1. Any variance granted is subject to appeal by affected parties as per municipal appeal provisions.
2. The Development Authority's variance decisions shall be reviewed annually by the Council and Administration to ensure consistency and alignment with zoning objectives.



# DECLARATION

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In honour of the past, present and future contributions of the seniors of this community and throughout Alberta, I hereby declare June 2 – 8, 2025 to be Seniors' Week in

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Community

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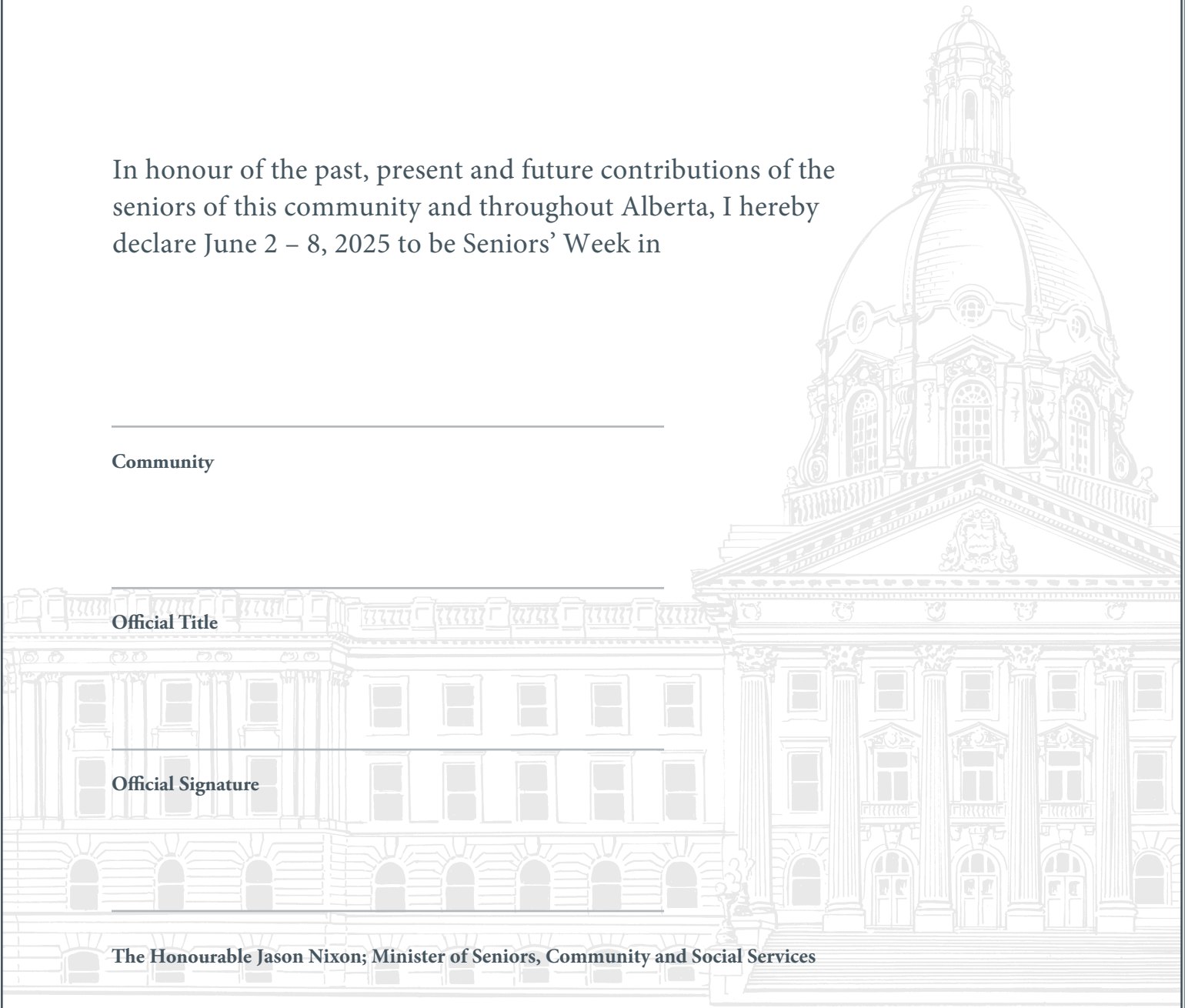
Official Title

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Official Signature

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



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**BEING A BYLAW OF THE SUMMER VILLAGE OF ISLAND LAKE IN THE  
PROVINCE OF ALBERTA, TO AUTHORIZE THE SEVERAL RATES OF  
TAXATION IMPOSED FOR ALL PURPOSES FOR THE YEAR 2025**

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**WHEREAS** the total requirements for the Summer Village of Island Lake in the Province of Alberta as shown in the budget estimates are as follows:

Municipal General	473,360.70
Greater North Foundation Seniors Requisition	17,059.00
ASFF Residential School Requisition	349,645.00
ASFF Non-Residential School Requisition	3,237.00
Designated Industrial Property Requisition	<u>38.53</u>
	<b>843,339.53</b>

**WHEREAS** the total taxable assessment of land, buildings and improvements amounts to:

Residential Improved	129,872,510
Residential Vacant	3,766,930
Non-Residential ( <i>Commercial</i> )	309,780
Other Non-Residential ( <i>Linear</i> )	530,370
Municipal Owned ( <i>Exempt</i> )	<u>6,271,980</u>
<b>TOTAL:</b>	<b>140,751,570</b>

**WHEREAS**, the estimated municipal expenditures and transfers set out in the budget for the Summer Village of Island Lake for 2025 total \$ 475,938.20; and

**WHEREAS**, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$155,760.50 and \$53,483.97 from "Minimum Municipal Tax" and the balance of \$265,162.00 is to be raised by general municipal taxation; and

**WHEREAS**, the estimated amount to be collected for requisitions total \$369,980.35 (School \$352,882.00; Senior \$17,059.82; Designated Industrial \$38.53); and

**WHEREAS**, the amount of municipal taxation to be raise as a minimum amount payable of \$740.00 per each taxable property in the municipality is estimated to be \$52,438.20 and the remaining \$265,162.00 is to be collected based on municipal mill rates; and

**WHEREAS**, the rates hereinafter set out are deemed necessary to provide the amounts required for municipal, school and other purposes, after making due allowance for taxes which may reasonably be expected to remain unpaid; and

Municipal Government Act RSA 2000 Chapter M-26  
Part 10 Division 2 Property Tax

**WHEREAS,** the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M26, Revised Statutes of Alberta, 2000; and

The Municipal Administrator is hereby authorized and required to levy the following rates of taxation on the assessed value of all land, buildings and improvements as shown on the assessment and tax roll:

<b>RATE</b>	<b><u>TAX LEVY</u></b>	<b><u>ASSESSMENT</u></b>	<b><u>TAX</u> (in mills)</b>
<b>General Municipal</b>			
Residential Improved	256,077.72	129,872,510	1.971765
Residential Vacant	7,427.49	3,766,930	1.971765
Non-Residential	610.81	309,780	1.971765
Other Non-Residential	1,045.77	530,370	1.971765
<b>TOTAL</b>	<b>317,599.99</b>	<b>134,479,590</b>	

	<b><u>TAX LEVY</u></b>	<b><u>ASSESSMENT</u></b>	<b><u>TAX RATE</u> (in mills)</b>
<b>Alberta School Foundation Fund</b>			
Residential	349,645.00	133,639,440	2.616331
Non-residential/Other	3,237.00	840,150	3.852883
Non-residential			
<b>TOTAL</b>	<b>352,882.00</b>	<b>134,479,590</b>	

	<b><u>TAX LEVY</u></b>	<b><u>ASSESSMENT</u></b>	<b><u>TAX RATE</u> (in mills)</b>
<b>Greater North Seniors Foundation</b>			
Residential/Non-residential/	17,059.82	134,479,590	.000126858
Other Non-residential			
<b>TOTAL</b>	<b>17,059.82</b>	<b>134,479,590</b>	

	<b><u>TAX LEVY</u></b>	<b><u>ASSESSMENT</u></b>	<b><u>TAX RATE</u> (in mills)</b>
<b>Designated Industrial Property</b>			
Other Non-Residential	38.53	530,370	0.72647
<b>Total</b>	<b>38.53</b>	<b>530,370</b>	

Municipal Government Act RSA 2000 Chapter M-26  
Part 10 Division 2 Property Tax

**THAT** the minimum amount payable as property tax for general municipal purposes shall be:

	<b><u>TAX RATE</u></b>	<b><u>TAX LEVY</u></b>
Residential Vacant	\$740.00	13,292.51
Residential Improved	\$740.00	37,321.00
Other Non-Residential	\$740.00	<u>1,824.69</u>
<b>TOTAL</b>		<b>\$52,438.20</b>

**THAT** this Bylaw shall come into force and effect for 2025 taxation on the date of the third and final reading.

Read a first time on this 20<sup>th</sup> day of May 2025.

Read a second time on this 20<sup>th</sup> day of May 2025.

Unanimous Consent to Proceed to third Reading on this 20<sup>th</sup> day of May 2025.

Read a third and final time on this 20<sup>th</sup> day of May 2025.

Signed and Passed this 20<sup>th</sup> day of May 2025.

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Mayor Chad Newton

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Chief Administrative Officer Phyllis Forsyth