

SUMMER VILLAGE OF ISLAND LAKE

AGENDA

Tuesday, December 17, 2019 at 4:30 p.m.
Four Points By Sheraton Edmonton Gateway
10010, 12th Avenue SW Edmonton, AB

1. Call to order
2. Agenda a) Tuesday, December 17, 2019 Regular Council Meeting
3. Minutes: *p1-4* a) Tuesday, November 19, 2019 Regular Council Meeting Minutes
4. Appointments: a) 4:35 p.m. Jane Dauphinee, Municipal Planning Services to discuss two items with Council:
 - 1) Land Use Bylaw Revisions - Summer Village to consider contracting MPS to administratively lead the pending Land Use Bylaw revision discussions and processes. *(that the Summer Village contract the services of Municipal Planning Services to lead the Summer Village through the pending Land Use Bylaw revision discussions and processes, or some other direction as given by Council at meeting time)*
 - 2) Intermunicipal Development Plan - although the Province has removed the mandatory requirement for IDP's, discussion with respect to continuing with the development of same. *(that the Summer Village work with the County of Athabasca and the Summer Village of Island Lake South to develop an Intermunicipal Development Plan, or some other direction as given by Council at meeting time)**p5-15*
5. Bylaws: *p16-18*
p19 a) Bylaw 05-2019, a bylaw to establish fees and charges for the provision of goods and services. While Council has set the various amounts for fees and charges for services provided by the Summer Village, Administration is requesting these fees and charges be set by way of a bylaw. *(that bylaw 05-2019 be given all four readings as presented (or amended), or some other direction as given by Council at meeting time)*

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p 20-21
p 22-23

p 24-25
p 26-27

- b) Bylaw 06-2019 – a bylaw to rescind a bylaw that is no longer effect. The Summer Village currently has Bylaw 01-2012 in place which is a Council Remuneration bylaw, as well as Council Honorarium and Travel Expenses Policy. We don't need both and this is something that should be approved as a policy not a bylaw. Administration is proposing to rescind bylaw 01-2012 and to also approve policy C-COU-REM-1 which replaces the original policy. *(give all four readings to Bylaw 06-2019 as presented (or amended) (approve policy C-COU-REM-1 as presented (or amended))*

6. Business:

p 28-34

- a) Greater North Foundation – please refer to the attached November 14th, 2019 letter advising the Foundation Board is proposing to establish a reserve fund to manage major capital repairs/replacement and for consideration of any further seniors housing growth. The letter advises the Board is proposing a fixed requisition of 2.3 million dollars for each of the operating years: 2019, 2020, 2021, 2022 and 2023. The letter further states this is less than the combined operating/capital requisitions of the last 3 years and that this should not result in an increase to ratepayers, but rather a slight decrease. Administratively I am unclear as to how this can work and will inquire with their CAO so hopefully I will have additional information come meeting time *(that the Summer Village of Island Lake support the Greater North Foundation's proposal to create capital reserve funds by implementing a fixed requisition of 2.3 million dollars for each of the operating years: 2019, 2020, 2021, 2022 and 2023, or not accept this proposal, defer for further information, or some other direction as given by Council at meeting time)*

p 35-37

- b) Provincial Police Funding Model – after much discussions throughout the Province and at provincial conferences, the Province has finally landed on what they are proposing for 2020 and that is 10% which will equate to \$6,899.00 according to their attached December 5th, 2019 email *(accept for information and Administration include in the draft 2020 Budget \$6,899.00 for Province Police Funding requisition, or some other direction as given by Council at meeting time)*

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- p 38-42
- c) Development Permit 19DP05-04, 99 Spruce Avenue – further to the November 27th, 2019 letter from this property owner with respect to his property, the variance he is requesting is not something the Summer Village could grant as it falls within the jurisdiction of Alberta Municipal Affairs Safety Code Services. Council could consider an easement on the MR or disposing of a portion of the MR and doing a lot line adjustment to accommodate this development, but you would have to weigh that decision with the setting of precedent and future developments and potential same or similar requests that may follow *(advise the landowner this does not fall within the Summer Villages jurisdiction and suggest he make this request to Alberta Municipal Affairs Safety Code Services, or some other direction as given by Council at meeting time)*

- p 43-44
- d) Northern Lights Library System – please refer to the attached December 2nd, 2019 letter advising the Board is proposing a 1.5% levy increase for 2020 which for Island Lake equates to \$2,384.88 (up \$46.24 from 2019). *(that the Summer Village of Island Lake support the proposed 2020 budget of the Northern Lights Library System which includes a 1.5% levy increase, or some other direction as given by Council at meeting time)*

- p 45-49
p 50-54
- e) Public Participation Plan – back in June 2018 Council passed the Public Participation Policy (attached) and part of that policy is to approve a Public Participation Plan. This is the same template Plan that we have taken to the other Summer Villages that we work with. *(approve Public Participation Plan as presented or with amendments, or some other direction as given by Council at meeting time)*

f)

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g)

h)

7. Financial a) Income & Expense Statement as of November, 2019.

8. Councillors' Reports

- a) Mayor Newton
- b) Deputy Mayor Binder
- c) Councillor Montague

9. Administration Reports

p55-56
p57-58

- a) CAO Annual Review
- b) Grant Funding Report
- c) FOIP request
- d) Road Project
- e) 2020 Council meeting locations

10. Information and Correspondence

p59-64

p65-66

- a) Development Permit 19DP14-04, Permit for construction of an attached deck at 14 Elk Avenue
- b) Alberta Municipal Affairs – December 4th, 2019 letter on Municipal Sustainability Funding
- c)

11. Closed Meeting (if required) n/a

Next Meetings:

**SUMMER VILLAGE OF ISLAND LAKE
AGENDA**

**Tuesday, December 17, 2019 at 4:30 p.m.
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Tuesday, January 21st, 2020 - Location to be determined
Tuesday, February 18th, 2020 – Location to be determined
Tuesday, March 17th, 2020 – Location to be determined

SUMMER VILLAGE OF ISLAND LAKE
REGULAR COUNCIL MEETING MINUTES
TUESDAY, NOVEMBER 19, 2019

10010-12 AVENUE EDMONTON, AB – FOUR POINTS BY SHERATON AT 4:30 P.M.

Council: Mayor Chad Newton
Deputy Mayor Duncan Binder
Councillor Jim Montague.....Via Teleconference

Administration: Chief Administrative Officer Wendy Wildman
Administrative Assistant Heather Luhtala

Appointments: John Wasmuth representing the Summer Village of Island Lake Action Group (arrived at 5:05 p.m.) (presented at 5:18 p.m.)

Public at Large: 4

	MOVED #	
1.	CALL TO ORDER	Mayor Newton called the meeting to order at 4:30 p.m.
2.	AGENDA 19-126	MOVED by Deputy Mayor Binder that the November 19, 2019 agenda be approved with the following addition: Under Administration Reports: 9c.) Lakeshore Drive Alley CARRIED
3.	MINUTES 19-127	MOVED by Deputy Mayor Binder that the minutes of the regular Council meeting held on October 16, 2019 be approved with the following amendments: -Motion 19-112 - Correct date of Agenda Approval to read October 16, 2019 -Note at bottom of final page - Correct date of next meeting to read November 19, 2019 CARRIED
4.	APPOINTMENTS	Deferred to later in meeting.
5.	BYLAWS	N/A
6.	BUSINESS 19-128	MOVED by Mayor Newton that administration proceed with setting up business email addresses for each Council member. CARRIED

SUMMER VILLAGE OF ISLAND LAKE
REGULAR COUNCIL MEETING MINUTES
TUESDAY, NOVEMBER 19, 2019

10010-12 AVENUE EDMONTON, AB – FOUR POINTS BY SHERATON AT 4:30 P.M.

19-129	<p>MOVED by Mayor Newton that the 2020 Muniware Software Support Agreement and Software License Agreement with a 2% increase from 2019 be approved and execution of both documents be authorized.</p> <p style="text-align: right;">CARRIED</p>
19-130	<p>MOVED by Mayor Newton that the Summer Village provide a letter of consent and/or no objection to the application for a seasonal dock to the landowner of 79 Spruce Drive as requested and as required in accordance with section 4.3.3 of the Government of Alberta User Guide for Dock Permits.</p> <p style="text-align: right;">CARRIED</p>
19-131	<p>MOVED by Mayor Newton that the Summer Village of Island Lake appoint Deputy Mayor Duncan Binder or his designate to the Intermunicipal Development Planning Committee with Athabasca County, the Summer Village of Island Lake South and the Summer Village of Island Lake to create an Intermunicipal Development Plan for Island Lake.</p> <p style="text-align: right;">CARRIED</p>
19-132	<p>MOVED by Deputy Mayor Binder that Mayor Chad Newton be appointed as the contact to Service Alberta for the Summer Village of Island Lake to speak to current plans or initiatives with respect to high-speed broadband services across the Province.</p> <p style="text-align: right;">CARRIED</p>
19-133	<p>MOVED by Mayor Newton that the Summer Village of Island Lake set a \$1,000.00 (one thousand) fee for a Land Use Bylaw Amendment Application AND THAT the Special Services Fee Schedule be updated accordingly.</p> <p style="text-align: right;">CARRIED</p>
19-134	<p>MOVED by Councillor Montague that a 2020 Interim Operating Budget be approved at ½ of the 2019 Approved Operating and Capital Budget, and that this 2020 Interim Operating Budget cease to have any force and effect once the 2020 Operating and Capital Budget is approved.</p> <p style="text-align: right;">CARRIED</p>
7.	
FINANCIAL REPORT	
19-135	<p>MOVED by Mayor Newton that the Income and Expense statement as of October 2019 be accepted for information as presented.</p> <p style="text-align: right;">CARRIED</p>

10010-12 AVENUE EDMONTON, AB – FOUR POINTS BY SHERATON AT 4:30 P.M.

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SUMMER VILLAGE OF ISLAND LAKE
REGULAR COUNCIL MEETING MINUTES
TUESDAY, NOVEMBER 19, 2019

10010-12 AVENUE EDMONTON, AB – FOUR POINTS BY SHERATON AT 4:30 P.M.

10.	ADJOURNMENT	The meeting adjourned at 6:31 p.m.
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Next meeting: Tuesday, December 17, 2019 at 4:30 p.m. at Four Points by Sheraton Edmonton Gateway 10010-12 Avenue SW, Edmonton, Alberta.

Mayor, Chad Newton

Chief Administrative Officer, Wendy Wildman

(4)

Wendy Wildman

From: Wendy Wildman <cao@onoway.ca>
Sent: December 10, 2019 12:06 PM
To: 'Ryan Maier'
Cc: 'svislandlake@wildwillowenterprises.com'; 'I ADMINISTRATION'
Subject: Island Lake Land Use Bylaw

Sorry Ryan for the delay in getting back to you. We are having trouble with our Summer Village email, so I am sending from my Onoway email.

I realize your meeting is today, hopefully this item has not been discussed yet.

The Summer Village believes that an IDP between the County and SVIL is very important to ensure future development around our shared lake is coordinated, planned and constructed in a similar manner. We believe both entities need to have a cohesive approach in writing so that future Councils have a working document from which to develop one of the areas key recreational assets.

We believe the County has taken some big steps forward towards minimizing the negative impacts of new development on the lake environment in their new MDP. The goals, objectives and policies in Section 8 of the County's MDP are an excellent first step (no development in wetlands, required 30m development setback from waterbodies). In our opinion there is a lot of really good material found in Section 8- Lakeshore Development.

Ideally, the IDP will build on the good work that the County has done in their new planning documents to help ensure that all of the municipalities around the lake are working together to implement the same (or similar) development regulations and requirements. If the approach is consistent, then the wins will be much greater.

The future Land Use Plan in the IDP will also provide greater clarity about what types of development (use, density) will be allowed within the Plan area over the lifespan of the plan. This will enable all of the municipalities to best plan for any infrastructure improvements that may be necessary to ensure roads, water, and surface water is managed in a way that minimizes negative impacts on all of the municipalities and the lake.

There is also an opportunity, through this process for the region to jointly identify your conservation priorities and in policy language identify clear "shall" statements (rather than "shall be encouraged" statements) that will guide what types of development will be allowed within the plan area and what types of developments will not be allowed.

We hope the County sees the merit in proceeding with an IDP.

W

Wendy Wildman
Administration
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

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

Subject: [Internal]RE: Summary of today's conference call re: IDPs/ICF

From: Ryan Maier <cao@athabascacounty.com>

Date: Fri, December 06, 2019 12:44 pm

To: "'svislandlake@wildwillowenterprises.com'"

<svislandlake@wildwillowenterprises.com>

Wendy,

Thank you for informing me of the intent to proceed with an IDP. We will be going forward to Council December 10 with an intended motion not to proceed with IDPs with our municipal neighbors. We understand that if you still want to proceed with an IDP, we will be forced to do so.

So that I can relay your rationale for an IDP, could you please give me an indication as to why you and/or your Council feel an IDP is necessary? Attached is the Lakeshore section of the County's 2019 Municipal Development Plan, which clearly outlines the County's policies regarding development in or near the lakes. Any subdivision or development application in these areas would be referred to the Summer Villages for comment. We have heard Jane's argument for why she would like to proceed with IDP development, but we haven't really heard from the Summer Villages themselves. So we are curious as to why you feel an IDP is necessary?

Thank you, I look forward to your response.



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Thanks,

Charlsie

Wendy Wildman

CAO

Town of Onoway

Box 540

Onoway, AB. T0E 1V0

780-967-5338 Fax: 780-967-3226

cao@onoway.ca

NOTE EMAIL CONTACT INFORMATION HAS CHANGED TO: cao@onoway.ca

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Wendy Wildman

From: Ryan Maier <cao@athabascacounty.com>
Sent: November 20, 2019 2:24 PM
To: 'Jane Dauphinee'; Vivian Driver; 'edtomaszyk@gmail.com';
bancroftkim@hotmail.com; Wendy Wildman (cao@onoway.ca);
svislandlake@wildwillowenterprises.com
Cc: Shirley Moerman
Subject: [Internal]IDP requirement - Bill 25
Importance: High

Hi all,

Bill 25 – Red Tape Reduction Implementation Act, passed 1st reading in the Legislature on Monday. I've been told it is expected to pass and come into effect within this sitting of the legislature. Within it, there are a number of changes to the MGA. Most relevant to our activities on IDP/ICF work, is the following change to 631(2) of the MGA:

(2) Subsection (1) does not require municipalities to adopt an intermunicipal development plan with each other if they agree that they do not require one, but any of the municipalities may revoke its agreement at any time by giving written notice to the other or others, and where that notice is given the municipalities must comply with subsection (1) within one year from the date the notice unless an exemption is ordered under subsection (3).

As this removes the legislated requirement of an IDP as long as the municipalities agree, it is the intent of Athabasca County to request that all Summer Villages and rural municipalities adjacent or within Athabasca County agree that an IDP is not necessary. This does not negate the requirement for an ICF, however we don't feel an IDP is necessary with the majority of our neighboring municipalities. When the Government of Alberta created this requirement, it put an unnecessary burden on rural municipalities, and Athabasca County in particular, with a requirement for 16 IDP/ICFs.

I realize a grant has been received to complete several of these IDPs, however, we don't feel this is a good use of taxpayer dollars, regardless of the source. We have felt from the outset this was an onerous and unnecessary exercise, and are pleased to see the Government of Alberta finally agree.

I am interested to hear your thoughts on this as well. Thanks.



Ryan Maier
County Manager
Telephone - 780 675 2273
Fax - 780 675 5512

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ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Edmonton - South West*

AR99186

To Mayors and Reeves,

Since my appointment as Minister of Municipal Affairs last spring, I have had the opportunity to travel to many communities within Alberta, to hear about your priorities and perspectives. I am very grateful for the way in which you have welcomed me into your communities and shared your thoughts with me. I have also had the pleasure of meeting with many of you during the fall conventions of the Alberta Urban Municipalities Association (AUMA) and Rural Municipalities of Alberta (RMA) and, again, I thank you for the gift of your time and wisdom.

One of the consistent messages I have heard over the past several months is concern regarding Intermunicipal Collaborative Frameworks (ICFs) and Intermunicipal Development Plans (IDPs) - both in terms of the challenges you are facing in building these frameworks and plans, and the challenges posed by the legislated deadline for completion of April 1, 2020.

Intermunicipal collaboration is a priority for me, and for the Government of Alberta; all Albertans benefit when our communities collaborate to share services, create efficiencies, and reduce overall costs for their residents. Therefore, my government colleagues and I agree that it is important to maintain the overall requirements for ICFs and IDPs.

We very much appreciate the work that many of you have done to date, but we also recognize that the current legislative requirements are overly complex and onerous. Based on your feedback, I am proposing important changes to the ICF process as well as IDP requirements. These changes will streamline and clarify the process for building ICFs and IDPs, and I believe will make it much easier for all of you to complete the process by April 1, 2020.

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Earlier this week, these changes were introduced to the Legislative Assembly as part of Bill 25, the *Red Tape Reduction Implementation Act*. The bill contains various amendments to reduce red tape affecting municipalities, with the most substantive changes focused on streamlining and clarifying the ICF/IDP requirements. In particular, I am proposing the following important changes:

- Simplifying reporting to the province;
- Enabling municipalities to adopt ICFs by resolution (or bylaw), to recognize the way in which many municipalities typically adopt cost-sharing agreements;
- Simplifying the process of developing an ICF, so municipalities can focus on discussing and reaching agreement on how to share services that benefit residents in both municipalities, instead of spending too much time on meeting specific process requirements that overcomplicate their discussions;
- Streamlining and clarifying the arbitration process, to more closely align ICF arbitrations with the standard provisions of the *Arbitration Act*, and to very clearly limit the scope of an arbitrator's authority; and
- Enabling municipalities to be exempted from the requirement to develop an IDP, where both municipalities agree that one is not necessary.

None of the proposed amendments will require municipalities to go back and make changes to already completed ICFs and IDPs. For those requiring further work, the proposed legislative changes will make it easier to get this work done. As you move forward, I would like to take this opportunity to remind you of a few key points in relation to ICFs:

1. The deadline of April 1, 2020 remains in place. I am expecting all municipalities to meet this deadline. I am prepared to consider short-term extensions of the deadline in exceptional circumstances, or where municipalities simply need an additional one to two months to be able to complete the process. However, beyond these exceptions, I do not intend to provide time extensions; I encourage all municipalities to act accordingly in order to avoid arbitration and retain local control of ICF content.
2. ICFs are about the cost sharing of services that benefit residents in more than one municipality. They are not about revenue sharing, and I do not support any attempt to leverage the ICF negotiations in an effort to extract a revenue sharing agreement.
3. I do expect municipalities to negotiate in good faith, and to make decisions based on concrete facts. If municipal residents utilize a service in meaningful numbers and/or account for a meaningful proportion of those service costs, I would expect the municipality to compensate the municipality providing those services accordingly.
4. Municipal Affairs will not be evaluating individual ICFs to determine whether they are "a good deal" or not. As Minister, my interest is that you have conversations with your neighbours about shared services, and reach an agreement that makes sense at the local level.



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Edmonton - South West

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I am optimistic that the legislative changes I am proposing will help ease the way for you to fulfill your legislated obligations to complete ICFs by April 1, 2020. However, the success of these negotiations depends on each of you, and your willingness to engage with your municipal neighbours respectfully and with an openness to reasonable compromise. A locally developed solution is always best, so I encourage all of you to take this opportunity to shape these agreements for yourselves, and for the overall betterment of your regions.

Yours very truly,

Kaycee Madu
Minister

Attachment: Changes to the ICF and IDP requirements

cc: Alberta Urban Municipalities Association
Rural Municipalities of Alberta
Paul Wynnyk, Deputy Minister

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Summary of Changes to Intermunicipal Collaboration Framework (ICF) and Intermunicipal Development Plan (IDP) Requirements, and Q&A Reference

Recently announced changes to ICF and IDP legislation will streamline and simplify the requirements. This summary is intended to provide information about the changes and how the requirements will apply going forward. The information is intended to describe the general nature of the most significant changes, but municipalities should refer to the *Municipal Government Act (MGA)* as amended for complete specifics.

The changes will simplify reporting to the province, allow municipalities to adopt an ICF by council resolution, simplify the ICF content requirements, streamline the *MGA*-prescribed arbitration process that applies when municipalities cannot reach agreement, limit the scope of arbitration to issues of disagreement, and exempt municipalities from the IDP requirement where both municipalities agree.

Comparative Summary of the Changes

Requirement / Process	Previously	Now
Municipal neighbours that must adopt an IDP	<p>An IDP exemption was available to municipalities with boundaries composed of crown land by mutual agreement.</p> <p>Agreement was to be made by council resolution, and copies of the resolutions were to be filed with the Minister.</p>	<p>An IDP exemption is now available to all municipalities by mutual agreement.</p> <p>There is no requirement to file copies of the council resolutions with the Minister.</p> <p>Any municipality can revoke its agreement by written notice, in which case the municipalities are required to adopt an IDP within one year.</p>

Summary of Changes to ICF and IDP Requirements

Requirement / Process	Previously	Now
Contents of an ICF	ICFs were previously required to list all services provided by each municipality; identify how each of those services were best provided, delivered, funded, or discontinued; and set time frames for implementation.	<p>The ICF must now describe the services that benefit residents in more than one of the municipalities.</p> <p>The ICF must identify which municipality is responsible for providing these services and how the service will be delivered and funded.</p> <p>Other services that do not benefit residents in more than one of the municipalities do not have to be listed or addressed in the ICF.</p>
Listed services to be addressed in an ICF	ICFs were required to address a specific list of services which included transportation, water and wastewater, solid waste, emergency services, and recreation.	There is now no requirement to address listed services; just the general requirement above to describe services that benefit residents in more than one of the municipalities.
Method of creating an ICF	ICFs were required to be adopted by bylaw.	ICFs can now be adopted by bylaw or resolution.
Relationship of ICF to IDP	An ICF was not complete until an IDP was also adopted.	The completion of an ICF is now independent of the IDP process. An ICF can be completed before an IDP is completed, or in the absence of an IDP.
Filing an ICF and IDP with the Minister	A copy of the ICF and IDP was required to be filed with the Minister.	There is now no requirement to file copies of the ICF or IDP with the Minister. However, the Minister must be notified that the ICF is completed.
Arbitration process for ICFs	<p>The MGA and ICF Regulation previously set out a detailed arbitration process that applied where municipalities are not able to create a framework or where a dispute is not resolved within one year.</p> <p>The <i>Arbitration Act</i> did not apply to these arbitrations.</p>	Arbitration still applies where municipalities are not able to create a framework or where a dispute is not resolved within one year. However, the <i>Arbitration Act</i> now applies to the arbitration, except as modified by the MGA.

Summary of Changes to ICF and IDP Requirements

Requirement / Process	Previously	Now
Arbitration process for IDPs	The ICF arbitration process applied to IDPs.	Where municipalities are not able to agree on an IDP by the due date, the Minister will now refer the matter to the Municipal Government Board for recommendations. The Minister may subsequently order the municipalities to establish an IDP in accordance with the Minister's order.
Role of the arbitrator	The arbitrator was required to create the ICF.	The arbitrator is now required to make an award that resolves the issues in dispute. The municipal parties will have the responsibility to create and adopt the ICF in accordance with the arbitrator's award.

Questions and Answers

Why were the requirements for ICFs changed?

- The original ICF content requirements were very prescriptive; the changes simplify the process and allow municipalities to focus on results that will benefit residents and businesses.
- The original ICF rules set out a complete arbitration process, even though the province already has an established process in the *Arbitration Act*. To be consistent and avoid duplication, ICF arbitrations will follow the *Arbitration Act* process except as modified by the *MGA*.

Are the ICF requirements still mandatory for all municipalities?

- Municipalities are still required to complete ICFs.
- It is in the best interest of municipalities across the province to work together to reduce duplication of services and infrastructure by creating ICFs.

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Summary of Changes to ICF and IDP Requirements

What will happen to ICFs that have been completed, or that are almost completed, using the old rules?

- No new requirements have been added, so ICFs that have been completed following the previous rules will meet the requirements under the new rules.
- Municipalities that are still in the process of negotiating their ICFs should continue on as scheduled, since any results that meet the current requirements will more than meet the new requirements.

Do ICFs address revenue sharing?

- ICFs are only required to address the sharing of costs for services that are intermunicipally delivered or that are provided by one municipality and utilized by the residents of one or more other municipalities.
- ICFs are to be negotiated in good faith based on sharing of costs.
- Municipalities have the autonomy to negotiate revenue sharing agreements on a voluntary basis, but these agreements are not part of the ICF process.

Under the revised requirements, when do we have to complete our ICFs?

- The April 1, 2020 deadline to complete ICFs remains in effect.
- This reflects the priority the Government of Alberta places on intermunicipal cooperation, as a means of ensuring that all Albertans benefit from the efficient delivery of local services.
- Changes to the ICF requirements will streamline the process, which may support earlier completion.
- A one-year extension continues to be available for ICFs between municipal districts and improvement districts; between growth management board members; and between a municipality that is a growth management board member and a municipality within its boundary. This extension is available on the condition that all parties agree by resolution and file copies of the resolutions with the Minister within 90 days of passage.
- The Minister of Municipal Affairs has the authority to authorize additional time extensions; however, the Minister has been very clear that he does not intend to approve extensions except in exceptional circumstances.

Summary of Changes to ICF and IDP Requirements

What happens if we can't come to an agreement with our municipal neighbour on our ICF?

- If the ICF is not completed by the required date, the municipalities involved must refer the matter to an arbitrator.
- A list of private sector arbitrators is available at <https://www.alberta.ca/mediator-and-arbitrator-rosters.aspx>. The roster is not a certification of competency or a credentialing process. It is intended to provide municipalities with a list of arbitrators who have relevant training and experience and who have expressed an interest in intermunicipal arbitration.
- The arbitrator has one year to make an award that resolves the issues in dispute.
- The municipal parties are bound by the arbitrator's award, and must adopt an ICF in accordance with the award.

Where can we get more information or resources to assist with the changes?

- For more information,
Phone: 780-427-2225
Toll-free in Alberta: 310-0000
Fax: 780-420-1016
Email: lgsmail@gov.ab.ca

**THIS IS A BYLAW OF THE SUMMER VILLAGE OF ISLAND LAKE, IN THE
PROVINCE OF ALBERTA, TO BE KNOWN AS THE
SUMMER VILLAGE OF ISLAND LAKE FEES & CHARGES BYLAW.**

WHEREAS, in accordance with the *Municipal Government Act*, a municipality has the authority to establish fees and charges for the provision of goods and services;

AND WHEREAS, the Summer Village of Island Lake wishes to establish, in a bylaw, certain fees and charges.

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

1. That this Bylaw may be cited as the "FEES and CHARGES BYLAW".
2. That the Summer Village of Island Lake shall charge fees as established in Schedule "A", 'The Fee Schedule', attached hereto.
3. THAT this BYLAW shall come into force and have effect on the date of the third and final reading.

Read a first time on this 17th day of December, 2019.

Read a second time on this 17th day of December, 2019.

Unanimous Consent to proceed to third reading on this 17th day of December, 2019.

Read a third and final time on this 17th day of December, 2019.

Signed this 17th day of December, 2019.

Mayor, Chad Newton

Chief Administrative Officer, Wendy Wildman

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

Summer Village of Island Lake	
Schedule "A" – The Fees Schedule	Page 1 of 2
REQUEST FOR COPIES OF VILLAGE DOCUMENTS PER REQUEST	\$10.00
COST OF COPIES PER COPY	\$0.25
SPECIAL SERVICES RATE PER HOUR	\$75.00
(Special services rate applies to all inquiries for information that takes in excess of fifteen minutes to acquire. Estimates will be given under the \$10.00 fee.)	
TAX CERTIFICATES	\$25.00
COMPLIANCE CERTIFICATES	
-Standard	\$75.00
-Rush	\$150.00
ASSESSMENT APPEAL FEE (Refundable if applicant is successful.)	\$50.00
SUBDIVISION OR DEVELOPMENT APPEAL FEE	\$200.00
SUBDIVISION OR DEVELOPMENT APPEAL FEE (Adjoining neighbor.)	\$100.00
LOT CONSOLIDATION FEE	\$750.00
LAND USE BYLAW AMENDMENT FEE	\$1,000.00
DEVELOPMENT PERMITS	\$500.00
HOME OCCUPANCY, SIGNS, DECKS, FENCES, HOLDING TANK	\$75.00
DEMOLITION PERMITS	\$75.00
COMMERCIAL	\$200.00
AFTER CONSTRUCTION HAS STARTED	
DEVELOPMENT PERMITS - MAJOR - MAIN BUILDINGS	\$500.00
DEVELOPMENT PERMITS - MINOR -- ANCILLARY BUILDINGS	\$150.00
HOME OCCUPANCY, SIGNS, DECKS, FENCES, HOLDING TANK	\$150.00
DEMOLITION PERMITS	\$150.00
COMMERCIAL	\$400.00
BUILDING PERMITS	AS PER
ELECTRICAL PERMITS	SAFETY
PLUMBING PERMITS	CODES
GAS & HEATING PERMITS	PROVIDER

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

Summer Village of Island Lake	
Schedule “A” – The Fees Schedule	Page 2 of 2
REMOVAL OF STOP WORK ORDER	\$500.00
TRAILER- Recreational vehicle permit required for > than 2 on a lot	\$250.00
DOCKS ON MUNICIPAL PROPERTY	
(Policy #2015-01 Management of Municipal Property-Waterfront)	
Registration and Annual application	\$0.00
Failing to remove by Sept 30 th , Failing to register	
-first offence*	\$50.00
-second offence*	\$250.00
-third offence*	\$500.00
*plus the cost of removal of the structure	

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Current document to be rescinded.

Summer Village of Island Lake



*Existing
+16
rescinded*

SPECIAL SERVICES FEE SCHEDULE

Amended by resolution of Council August 28, 2017 - M#17-114

Amended by resolution of Council April 17, 2018 - M#18-43

Amended by resolution of Council November 19, 2019 - M#19-133

REQUEST FOR COPIES OF VILLAGE DOCUMENTS PER REQUEST		\$10.00
COST OF COPIES PER COPY		\$0.25
SPECIAL SERVICES RATE PER HOUR (Special Services Rate applies to all inquiries for information that takes in excess of fifteen minutes to acquire. Estimates will be given under the \$10.00 fee.)		\$75.00
TAX CERTIFICATES		\$25.00
COMPLIANCE CERTIFICATES	Standard	\$75.00
	Rush	\$150.00
ASSESSMENT APPEAL FEE (Refundable if applicant is successful)		\$50.00
DEVELOPMENT APPEAL FEE		\$200.00
DEVELOPMENT APPEAL FEE (Adjoining neighbor)		\$100.00
LOT CONSOLIDATION		\$750.00
LAND USE BYLAW AMENDMENT FEE		\$1,000.00

DEVELOPMENT PERMITS		\$500.00
HOME OCCUPANCY, SIGNS, DECKS, FENCES, HOLDING TANK		\$75.00
DEMOLITION PERMITS		\$75.00
COMMERCIAL		\$200.00

AFTER CONSTRUCTION HAS STARTED

DEVELOPMENT PERMITS - MAJOR - MAIN BUILDINGS		\$500.00
DEVELOPMENT PERMITS - MINOR -- ANCILLARY BUILDINGS		\$150.00
HOME OCCUPANCY, SIGNS, DECKS, FENCES, HOLDING TANK		\$150.00
DEMOLITION PERMITS		\$150.00
COMMERCIAL		\$400.00

BUILDING PERMITS	AS PER
ELECTRICAL PERMITS	INSPECTION
PLUMBING PERMITS	GROUP
GAS & HEATING PERMITS	

REMOVAL OF STOP WORK ORDER	\$500.00
TRAILER- Recreational vehicle permit required for > than 2 on a lot	\$250.00

DOCKS on Municipal Property

(Bylaw 01-2015 management of Municipal Property)

Registration and Annual application	\$0.00
Failing to remove by Sept 30th, Failing to register	
- first offence	\$50.00
- second offence	\$250.00
- third offence	\$500.00
plus the cost of removal of the structure	

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Municipal Government Act RSA 2000 Chapter M-26

**Section 7, General Jurisdiction to Pass Bylaws
Section 191, Amendment and Repeal**

**A BYLAW OF THE MUNICIPALITY OF ISLAND LAKE, IN THE PROVINCE OF ALBERTA,
TO RESCIND A BYLAW THAT IS NO LONGER IN EFFECT**

WHEREAS Section 7 of the *Municipal Government Act*, RSA 2000 Chapter M-26 authorizes Councils to pass bylaws for municipal purposes; and

WHEREAS Section 191 states that any amendment or repeal of a bylaw must be made in the same way as the original bylaw; and

WHEREAS Council deems it expedient for administrative purposes to remove bylaws which should no longer be in effect but which were not officially rescinded by subsequent bylaws dealing with the same item;

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

Title:

1. That this Bylaw shall be known as the "Rescinding Bylaw".

Action:

2. The following bylaw will be officially rescinded on the date of final passing of this bylaw:

Bylaw 01-2012 "Council Remuneration Bylaw"

3. THAT this Bylaw shall come into force and effective on the date of the third and final reading.

20

Municipal Government Act RSA 2000 Chapter M-26

Section 7, General Jurisdiction to Pass Bylaws

Section 191, Amendment and Repeal

Read a first time on this 17th day of December, 2019.

Read a second time on this 17th day of December, 2019.

Unanimous Consent to proceed to third reading on this 17th day of December, 2019.

Read a third and final time on this 17th day of December, 2019.

Signed this 17th day of December, 2019.

Mayor, Chad Newton

Chief Administrative Officer, Wendy Wildman

Current Bylaw to be rescinded.

SUMMER VILLAGE OF ISLAND LAKE

BY-LAW NO. 01-2012

Council Remuneration

*Hb
rescinded*

A BY-LAW of the Summer Village of Island Lake, in the Province of Alberta, to amend Bylaw 166-92, being the bylaw authorizing payment to councilors for meeting fees and other per diem expenses

Whereas pursuant to the provisions of Part 8, 275.1 of the Municipal Government Act, Chapter M-26.1 of the Statutes of Alberta, 2000 and amendments thereto, the council of a municipality may provide for the payment of remuneration to the members of council for attending the meetings of council and the committees thereof or for assuming or performing any related duties.

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

THAT this Bylaw shall be known as the "Council Remuneration Bylaw" of the Summer Village of Island Lake.

THAT the members of council be remunerated as per the attached Schedule A. Schedule A of this bylaw may be amended from time-to-time by resolution of council and attached hereto.

THAT the members of council be remunerated for any out-of-pocket expenses to attend meetings and/or carry out duties as required for the Summer Village of Island Lake business be reimbursed at 100%.

THAT Bylaw 166-92 be repealed.

THAT this by-law shall take effect on the date of the third and final reading.

READ a first time this 31st day of January A.D. 2012

READ a second time this 31st day of January, A.D. 2012

MOVED by mayor Yontz that consideration be given to third reading at this meeting.

CARRIED UNANIMOUSLY

READ a third time **AND PASSED** this 31st day of January, A.D. 2012

SUMMER VILLAGE OF ISLAND LAKE

Mayor

Chief Administrative Officer

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SUMMER VILLAGE OF ISLAND LAKE

BY-LAW NO. 01-2012

Council Remuneration

Schedule A

Council shall be remunerated in the amount of \$100 per month for attendance at council and/or committee meetings.

Council shall be remunerated in the amount of \$0.53 per kilometer when travelling on summer village business.

Council shall be remunerated in the amount of \$25.00 per month for communication expenses.

Council shall be remunerated in the amount of \$50.00 per year for office expenses.

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Summer Village of Island Lake

Council Policy

Number	Title			
C-COU-REM-1	Council Remuneration and Expense Reimbursement			
Approval	Approved		Last Revised	
(CAO initials)	Resolution No:		Resolution No:	
	Date:	December 17, 2019	Date:	

Purpose

To ensure Council Members receive fair compensation for their time and expenses incurred while on Summer Village business.

Policy Statement

Council Members shall be provided with remuneration for their time and reimbursement for the expenses incurred in fulfilling their duties on Summer Village Council.

Standards

1. Remuneration is intended to compensate for official business conducted on behalf of the Council as a whole to benefit the Summer Village of Silver Sands.
2. Remuneration is not intended to match or replace employment or professional rates that the Councillors or Mayor may expect in their job or profession.
3. Remuneration rates will be adjusted from time to time based upon comparisons, inflation rates and any other considerations deemed appropriate in a manner agreed upon by Council.
4. Cost of living adjustment will be reviewed by Council on an annual basis and may or may not be applied to Council base pay and/or meeting rates at the discretion of Council.
5. Remuneration, travel and meals shall be paid in accordance with the amounts and rates approved at the annual organizational meeting or as amended by Council motion from time to time and as shown in Schedule "A".
6. Other Items – actual receipted cost. May include incidentals such as parking, use of public transportation, etc.
7. Monthly Incurred Expense Reimbursements – shall be provided with a monthly communications allowance to cover expenses related to personal communications (telephone, internet, smart phone, etc.) as shown in Schedule "A".
8. Reimbursement amounts shall be reviewed annually.



Summer Village of Island Lake

Council Policy

Schedule "A"

Honorariums

Councillors can claim the following amounts for the following activities:

Approved Training Sessions/Workshops	\$50 (half day up to 4 hours)	\$100 (full day 5 to 8 hours)
Approved Conferences	\$50 (half day up to 4 hours)	\$100 (full day 5 to 8 hours)
Council Meetings		\$150
Communication Expense (monthly)		\$ 50
Public Works (annually)		\$250
Committee Work (annually)		\$100

Travel Expenses

Mileage – Business Kilometer Rates (includes travel to Council meetings)

- \$0.53 per km

Expense Sheets must state origin and destination locations for each trip; and
total kilometers x rate per kilometer

Other (Taxi, Public Transportation, Parking, Car Rental)

- Taxi, intra-city public transportation, parking – receipts required
- Car rental - receipted cost

Accommodation

- Actual accommodation – at cost (receipt required)

Meals

- Actual cost of the meal, excluding alcoholic beverages, plus a gratuity of up to 15 percent of the meal cost.

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Current Policy to be rescinded.

Summer Village of Island Lake

Policy Document 1.0

HONORARIUMS & TRAVEL EXPENSES

HB replaced

COUNCILLOR'S HONORARIUMS and TRAVEL EXPENSES

Date Approved: February 4, 2014

1st amendment approved June 1, 2015

2nd amendment approved June 5, 2017

Approved by: Council

Purpose:

Councillors are provided with compensation for their time spent at meetings and other related activities such as conferences, training sessions, workshops, etc. As well, Councillors are able to claim travel expenses for the above-mentioned activities.

Policy

Honorariums

Councillors can claim the following amounts for the following activities:

Council Meetings \$100

	Half Day (up to 4 hours)	Full Day (5 to 8 hours)
Approved Training Sessions/Workshops	\$50	\$100
Approved Conferences	\$50	\$100
Council Meetings		\$150 a month
Communication Expense		\$50 a month
Public Works		\$250 year
Committee Work		\$100 year

Travel Expenses

Mileage – Business Kilometer Rates (includes travel to council meetings)

- \$0.53 per km

Expense Sheets must state origin and destination locations for each trip; and

Total Kilometers x rate per kilometer

Other (Taxi, Public Transportation, Parking, Car Rental)

- Taxi, intra-city public transportation, parking – receipts required
- Car rental - receipted cost

Accommodation

- Actual accommodation – at cost (receipt required)

Meals

- Actual cost of the meal, excluding alcoholic beverages, plus a gratuity of up to 15 percent of the meal cost.

Review:

The rates will be reviewed annually by council, prior to the establishment of the budget.

All receipts must be submitted with expense claim form and reviewed by council prior to payment.

HB

Councillors cannot sign their own expense cheques.

First Amendment effective June 1, 2015

Second Amendment effective June 5, 2017

Mayor

Administrator

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GREATER NORTH FOUNDATION
"Affordable Senior & Community Housing"

Ph: (780) 675-9660
Fax: (780) 675-2725
Email: shirley.surgenor@gnfoundation.ca
www.greaternorthfoundation.ca

4102 - 50th Street
Athabasca, Alberta
T9S 0A6

November 14, 2019

S.V. of Island Lake
Attention: Mayor Chad Newton
Box 8
Alberta Beach, AB
T0E 0A0

Dear Mayor Newton,

Re: Fixed Requisition for Capital Reserve Development

As discussed in our presentation to the Member Municipalities on November 4th, 2019, please accept this letter as a formal request for consideration of Greater North Foundation's proposal to create Capital Reserve Funds.

Those present were made aware that the Foundation has very limited reserve funds to date. In an attempt to be more proactive, the Foundation's Board of Directors feel that it is imperative that we create a reserve fund to manage major capital repairs/replacement and for consideration of any future seniors housing growth.

As we requisition on the amortization rather than actual replacement cost of a capital item, it may also alleviate any possible cash flow issues for the Foundation.

For the next five years, the Board would like to propose a fixed requisition of 2.3 million dollars for each of the operating years: 2019, 2020, 2021, 2022 and 2023. This is less than the combined operating/capital requisitions of the last 3 years. It should not result in an increase to your rate payers, rather a slight decrease. It is important to note, that this would cover our operating deficits for each of these years, and any balance remaining of the 2.3 million once the operating deficit is covered, would be applied to the capital reserve.

Policies and procedures will be in place to safeguard and manage these funds.

If your municipality agrees, we would request that a motion be passed accepting the \$2.3 million requisition for each of the operating years mentioned above. A response by December 20th 2019 would be appreciated.

Yours truly,

Doris Splane, Chair

RECEIVED
NOV. 21/19



GREATER NORTH FOUNDATION
"Affordable Senior and Community Housing"

BOARD MEETING MINUTES

September 23rd , 2019

4102-50 Street. Athabasca, AB T9S 0A6
Phone: (780) 675-9660 or 1-866-679-9660 Fax: (780) 675-2725
Email: shirley.surgenor@gnfoundation.ca

MINUTES: The Regular Monthly Meeting of the Board of Directors, of the Greater North Foundation, was held at; Lacalta Lodge in Lac La Biche, Alberta on, September 23rd, 2019, at 10:01 AM.

ATTENDANCE

Directors in Attendances:

Doris Splane, Tannia Cherniwchan, Darlene Beniuk, Colette Borgun, Patrick Ferguson, Dennis Irving, Carol McArthur, Barb Panich, Barry Schmidt

Personnel in Attendance: Shirley Surgenor, Diana Johnston

2. CALL TO ORDER:

Chair Doris Splane called the meeting to order at 10:01 A.M.

3. AGENDA:

Chair Splane asked for any additions or deletions to the Agenda presented.

Under New Business: (f). addition "Dora Fitz letter - 2020-2022 Business Plan"

MOTION: Patrick Ferguson moved to adopt the Agenda as amended. **CARRIED**
#37/09/19:

4. MINUTES:

a. Regular Board Meeting May 27, 2019:

Chair Splane asked for any questions and or corrections to the Minutes presented.

MOTION: Colette Borgun moved to adopt the Minutes of the Regular Board Meeting held May 27, 2019
#38/09/19: be accepted as presented. **CARRIED**

b. Business Plan 2020-2022 Meeting June 24, 2019:

Chair Splane asked for any questions and or corrections to the Business Plan Minutes presented.

MOTION: Darlene Beniuk moved to adopt the Minutes of the Business Plan 2020-2022 meeting held
#39/09/19: June 24, 2019 be accepted as presented. **CARRIED**

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5. **BUSINESS ARISING**

a. **WILDROSE VILLA UPDATE(S):**

CAO Surgenor reported that in regards to the trapped water on the site, the Government of Alberta approved funding for a study to determine the necessary changes in the landscaping at Wild Rose Villa to ensure water runs away from the structure.

MOTION: Carol McArthur moved to accept the Wildrose Villa information as reported.
#40/09/19:

CARRIED

b. **Colliers International:**

CAO Surgenor reported that Greater North Foundation has received a quote from Colliers International, presently the study is put on hold. Discussion, on direction Greater North Foundation should proceed with, to have an independent Needs Assessment completed.

MOTION: Carol McArthur moved that in the 2020-2022 Business Plan, Greater North Foundation requested funding from the Province for a "Needs Assessment". Chief Administrative Officer is requested to invite all members of Municipalities to a Special Meeting to discuss the "Needs Assessment and Requisitions".
#41/09/19: Tentative date set for November 4th, 2019 in Grassland at 6:30 p.m.

CARRIED

MEETING BROKE: FROM 11:01 A.M. – 11:18 AM

6. **REPORTS**

a. **Chief Administrative Officer Report**

Some items included:

- Work on the power surge protection is not yet completed at Wildrose Villa. Part(s) have been ordered the CAO will write Seniors and Housing on its completion.
- Work is continuing on the Occupational Health and Safety Program. Ptolemy and Associates was at Greater North Foundation sites on September 10th and 11th, 2019. It was recommended that Greater North Foundation needs additional hours for our Health and Safety Supervisor for Lac La Biche. This is arranged and will take effect this month. H&S will be reviewing all the tasks completed by Employees so that hazard assessments can be completed. Employees not on the committees will be consulted as necessary. This has been an area of concern for some time. Response Safety and Rescue completed their assessment and went over the report with us on September 11th. They have made a few recommendations and we have started the process on implementation.
- In consultation with Chair and Finance Manager it was decided to have one general meeting with all Member Municipalities invited, for a presentation and discussion on Needs Assessments and Requisitions. This way the meeting will offer us time to present information and allow ample time for questions.
- Compensation and Benefits Report for Alberta Housing Sector from ASCHA will be available for the November meeting.
- Copies of the 2019 ASCHA Member Survey Report will be available for you to take home.
- The MacKinnon Report on Alberta's finances did not paint a positive picture. Twenty-six recommendations were made, of which some will affect our organization both directly and indirectly. With an aging portfolio, there are concerns regarding ongoing funding and what will occur as a result of the recommendations.
- Minister of Senior's and Housing has been touring the province. She came to Pleasant Valley and Lacalta Lodges on September 18th, 2019.
- As of September 1, 2019 there were changes to Employment Standards. Changes that are applicable for Greater North Foundation immediately are regarding Statutory Holiday eligibility and pay.
- Internet service at Pleasant Valley did not have the capacity to implement a cloud based back up service for security reasons as discussed at last meeting. The computer technician we use has installed an additional server in the basement. A new computer was also purchased for the Financial Manager to ensure our financial data is more secure.

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- A resident at Pleasant Valley Lodge has had fuel stolen from his vehicle 3 times. He has requested a camera system be installed in the parking lot at the south end of the building. A quote of \$200.00 was provided.
- As part of the Business Plan, it was noted that a policy review committee be developed. CAO Surgenor asking for volunteers.
- Our casual bookkeeper has started developing a central database for clients. Once this is complete she will go to a database for applicants then for maintenance items for various projects/units.
- Policy Committee Volunteers: CAO Surgenor requested for Volunteers from the Board to help review the Greater North Foundation Policies, starting with HR Policies. Board Members Colette Borgun, Carol McArthur, Barb Panich will be on Policy Review Committee, as well as the CAO, Finance Manager and the Administrative Assistant.
- Tannia Cherniwchan confirmed that the south parking lot at Pleasant Valley Lodge is dark. Some concerns on putting up cameras. Suggestion that a police report is filed every time, so that there is a formal record of each incident.

MOTION:
#42/09/19:

Tannia Cherniwchan moved that Pleasant Valley Lodge have "motion lights" installed for the area that is darker on the south side of the building. **CARRIED**

MOTION:
#43/09/19

Darlene Beniuk moved that the information in the September CAO Report be accepted as presented. **CARRIED**

b. Manager Report Summary
Some items included:

LODGE:

Location	Occupancy	Vacancies	Cost Per Resident Year to Date	Deficit Cost Year to Date
Lacalta Lodge	57	4	\$66.90	\$18.30
Pleasant Valley Lodge (PVL)	60	1	\$76.35	\$29.97
Wildrose Villa (WRV) & Assisted Living	33 WRV & 19 DAL	5 1	\$85.05	\$29.95

- Resident council Meeting at PVL postponed due to lack of quorum.
- Quote for updating nurse call system at Pleasant Valley came in at \$117, 300. Work on system delayed until 2022.
- Both Pleasant Valley Lodge and Lacalta Lodge had budgeted to put a roof over the upstairs decks. After further review, it was determined the best course of action was to remove and replace the deck boards and improve the water membrane to prevent water intrusion issues at both lodges.
- Pleasant Valley Lodge is holding stakeholder meetings (representatives from the hospital, AHS, PCN, Social Workers and Extendicare) for the Athabasca and Area Seniors. These meetings have been beneficial in the past. Tentatively scheduled for end of September.
- Lacalta Lodge has hired a new cook.
- Emergency call system at Lacalta Lodge will be upgraded/replaced as per the Business Plan for 2020.

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HOUSING:

Community	Vacancies		Eviction Notices	Arrears
	Family Housing	Self-Contained		
Athabasca	1	3	0	\$4,948.33
Boyle	1	2	0	\$17.00
Lac La Biche	2	3	3	\$8,174.57
Plamondon		3	0	

- Capital Maintenance and Renewal (CMR) projects approved by the Government of Alberta are underway or completed in Lac La Biche, Plamondon, Athabasca and Boyle.
- A Tenant in Athabasca Housing had to be taken to the Residential Tenancy Dispute Collection Agency for arrears. Judgement was in Greater North Foundation's favour.
- Gazebo at Heritage Place in Athabasca has been completed, Home Hardware has donated the package, and the Athabasca Lions Club constructed same. A barbeque was held to celebrate.
- Units that are vacant in Boyle housing will need some work, hopefully this can be done within the operating budget.
- The Gazebo has been delivered to Wildrose Villa. Boyle Lions Club donated funds for the project..

MOTION:
#44/09/19

Dennis Irving moved that the information in the August 2019 Manager Report Summaries be accepted as presented.

CARRIED

7. **FINANCIAL INFORMATION**

a. **Financial Manager Report – August 2019**

Finance Manager's Report presented by CAO Surgenor.

MOTION:
#45/09/19

Tannia Cherniwchan moved that the August 2019 Financial Management Report be accepted as presented.

CARRIED

8. **NEW BUSINESS**

a. **Response Safety & Rescue Assessment Report:**

CAO Surgenor presented information. CAO Surgenor explained some of the issues that required attention in various areas. It was noted that Ptolemy and Associates will complete annual reviews of our Health & Safety program.

MOTION
#46/09/19

Tannia Cherniwchan moved to approve the purchase of air monitors and to follow the recommendations made in the Response Safety & Rescue Assessment Report.

CARRIED

b. **Alberta Rural Development Network-ARDN:**

CAO presented information for discussion previously under Business Arising; 5(b) Colliers International.

c. **Policy-Safety Inspections.**

CAO presented information for discussion

MOTION
#47/09/19

Collette Borgun moved to accept the DRAFT Safety Inspections Policy as presented.

CARRIED

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- d. Email-Phil Henke, Government of Alberta:
CAO Surgenor presented email as information.

MOTION
#48/09/19

Collette Borgun moved to accept the Email from Phil Henke as information.

CARRIED

- e. ASCHA-North Region Meeting October 11th, 2019 :

CAO presented information. The one day meeting will be in Stony Plain, CAO Surgenor asked if any Board Members were interested in attending. She would send in the registration and book hotel rooms for those that have to travel the day before.

Barry Schmidt indicated that his Housing Organization will be sending in his registration. Doris Splane, Tannia Cherniwchan, Colette Borgun and Darlene Beniuk expressed interest in attending.

MOTION
#49/09/19

Patrick Ferguson moved to approve the following members, Doris Splane, Tannia Cherniwchan, Colette Borgun and Darlene Beniuk along with the CAO to attend the ASCHA North Region Meeting on October 11, 2019.

CARRIED

- f. Letter-Dora Fitz regarding Business Plan 2020-2022:

CAO presented information, thanking Greater North Foundation for submitting the Business Plan for 2020-2022. "The Capital Project and or Capital Maintenance and Renewal priorities submitted will be reviewed and evaluated within the context of the ministry's Capital Planning Framework....."

It was noted in the letter that the Provincial Budget will be announced in late October, 2019.

MOTION
#50/09/19

Patrick Ferguson moved to accept the Letter from Dora Fitz, Housing Advisor of Housing Operations North as information.

CARRIED

MOTION
#51/09/19

Darlene Beniuk moved that the meeting go into Closed Session at 12:29 pm.

CARRIED

9. CLOSED SESSION

MOTION
#52/09/19

Dennis Irving moved to come out of CLOSED SESSION at 12:45 p.m.

CARRIED

MOTION
#53/09/19

Tannia Cherniwchan moved to have an adjustment made to the Personnel Bereavement Policy as discussed.

CARRIED

NEXT FOUNDATION REGULAR MEETING DATE

November 25, 2019

Pleasant Valley Lodge-Athabasca

10:00 A.M.

12. ADJOURNMENT

Meeting was adjourned by Chair Splane at 12:45 p.m.

CARRIED

Chair-Doris Splane

Vice-Chair-Tannia Cherniwchan

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GREATER NORTH FOUNDATION AGENDA

November 25, 2019

at 10:00 A.M.

Pleasant Valley (Meeting Room) – Athabasca, AB
(4102-50 Street)

1. **INTRODUCTIONS:**

2. **CALL TO ORDER:**

- **Introductions:**

3. **AGENDA:** ⇒ ⇒ ⇒ ⇒ ⇒

4. **MINUTES:** ⇒ ⇒ ⇒ ⇒ ⇒ ⇒ ⇒

a. Regular Board Meeting September 23rd, 2019

5. **BUSINESS ARISING:** ⇒ ⇒ ⇒ ⇒ ⇒ ⇒

a. Wild Rose Villa – Site Drainage

b. _____

6. **REPORTS:** ⇒ ⇒ ⇒ ⇒ ⇒ ⇒ ⇒

a. Chief Administrative Officer

b. Manager Report Summary

7. **FINANCIAL INFORMATION:** ⇒ ⇒ ⇒ ⇒

a. 3rd Quarter Budget Update

b. 2020 Tentative Administration & Lodge Budgets

8. **NEW BUSINESS:** ⇒ ⇒ ⇒ ⇒ ⇒ ⇒

a. Elections: Chair and Vice Chair

b. Signing Authority

c. Average Market Rental Rates

d. Maximum Senior Self Contained Rates

e. ASCHA -2019 Alberta Budget Summary

f. Lacalta-Monitoring & Licensing Visit Summary/Report

g. Letter of Thanks

h. ASCHA-Letter re: 0% Funding Increases

i. Government of Alberta-John Thompson, Assistant Deputy Minister

9. **CLOSED SESSION:**

- Personnel

- Tenant

10. **NEXT REGULAR MEETING:**

DATE: _____, 201

PLACE: _____

TIME: 10:00 am

11. **ADJOURNMENT:**

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Date Thu, 05 Dec, 19 3:05:30PM
From President
President@auma.ca
Subject Provincial Announcement of Police Funding Model

Dear municipal colleagues,

I'm sure you have already been made aware of yesterday's provincial government announcement of a new police costing model that applies to urban municipalities with populations under 5,000 and all rural municipalities.

AUMA has long advocated for a more equitable police funding model to address RCMP vacancies and the rising costs of policing while improving community safety. We have been equally clear in our advocacy that any new funding model must take into consideration a municipality's ability to pay for policing services, and that paying for policing must give municipalities a say in the delivery of police service in their community.

The new police costing model reflects many of AUMA's recommendations, such as use of population and equalized assessment to simulate demand and ability to pay, and the establishment of an Alberta Police Advisory Board with equal representation from AUMA and RMA to guide the implementation of the new model. The funds generated by this new model, a total of \$286 million over five years, will be invested in frontline law enforcement, with the federal government contributing an additional \$85.6 million to rural policing.

However, there is more work to be done. We are very concerned with the proposed timelines for implementation, which suggest that invoices will be issued as early as next spring, well after municipal budgets have been set for 2020.

We are working with senior staff at the Ministry of Justice and Solicitor General to see if the implementation of the new model can be delayed in order to align with the 2021 municipal budgeting process, and we will pass along any further information once it becomes available.

Provincial staff have also provided us with the attached table that outlines preliminary estimates of the funding model's financial impacts to municipalities. The Ministry of Justice and Solicitor General staff have told AUMA that they will contact municipalities directly to confirm these amounts and provide additional information.

We remain committed to working with our partners at the Rural Municipalities Association (RMA) and the provincial government on this critical priority, as safe and healthy municipalities build strong communities and a stronger Alberta.

If you would like to discuss this further, please feel free to contact me.

Sincerely,



Barry Morishita | President
Mayor, City of Brooks

C: 403.363.9224 | president@auma.ca

Alberta Municipal Place | 300 8616-51 Ave Edmonton, AB T6E 6E6



Toll Free: 310-AUMA | www.auma.ca



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:2019-12 Police Costing Model - [Municipal Costs byMunicipality.pdf](#) (866K)

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	Year 1 1090	Year 2 1590	Year 3 2090	Year 4 2590	Year 5 3090
Summer Village of Bonnyville Beach	\$ 2,357	\$ 3,539	\$ 4,715	\$ 7,077	\$ 7,077
Summer Village of Burnstick Lake	\$ 1,160	\$ 1,742	\$ 2,321	\$ 3,484	\$ 3,484
Summer Village of Castle Island	\$ 609	\$ 914	\$ 1,218	\$ 1,829	\$ 1,829
Summer Village of Crystal Springs	\$ 3,309	\$ 4,967	\$ 6,618	\$ 9,934	\$ 9,934
Summer Village of Ghost Lake	\$ 3,083	\$ 4,628	\$ 6,167	\$ 9,256	\$ 9,256
Summer Village of Golden Days	\$ (153,295)	\$ (149,935)	\$ (146,589)	\$ (139,870)	\$ (139,870)
Summer Village of Grandview	\$ 4,764	\$ 7,152	\$ 9,529	\$ 14,303	\$ 14,303
Summer Village of Gull Lake	\$ 5,695	\$ 8,548	\$ 11,390	\$ 17,097	\$ 17,097
Summer Village of Half Moon Bay	\$ 2,111	\$ 3,169	\$ 4,222	\$ 6,338	\$ 6,338
Summer Village of Horseshoe Bay	\$ 1,624	\$ 2,438	\$ 3,248	\$ 4,876	\$ 4,876
Summer Village of Island Lake	\$ 6,899	\$ 10,356	\$ 13,798	\$ 20,711	\$ 20,711
Summer Village of Island Lake South	\$ 1,702	\$ 2,554	\$ 3,403	\$ 5,109	\$ 5,109
Summer Village of Itaska Beach	\$ 1,699	\$ 2,551	\$ 3,398	\$ 5,101	\$ 5,101
Summer Village of Jarvis Bay	\$ 8,969	\$ 13,464	\$ 17,939	\$ 26,928	\$ 26,928
Summer Village of Kapasiwin	\$ 1,199	\$ 1,800	\$ 2,398	\$ 3,600	\$ 3,600
Summer Village of Lakeview	\$ 1,002	\$ 1,504	\$ 2,004	\$ 3,008	\$ 3,008
Summer Village of Larkspur	\$ 1,950	\$ 2,927	\$ 3,900	\$ 5,854	\$ 5,854
Summer Village of Ma-Me-O Beach	\$ 4,726	\$ 7,094	\$ 9,451	\$ 14,187	\$ 14,187
Summer Village of Mewatha Beach	\$ 3,227	\$ 4,844	\$ 6,454	\$ 9,688	\$ 9,688
Summer Village of Nakamun Park	\$ 2,663	\$ 3,997	\$ 5,326	\$ 7,995	\$ 7,995
Summer Village of Norglenwold	\$ 11,469	\$ 17,215	\$ 22,937	\$ 34,431	\$ 34,431
Summer Village of Norris Beach	\$ 1,583	\$ 2,376	\$ 3,165	\$ 4,751	\$ 4,751
Summer Village of Parkland Beach	\$ 4,964	\$ 7,451	\$ 9,928	\$ 14,903	\$ 14,903

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November 27, 2019

Attention: Mayor & Council
Summer Village of Island Lake
Box 2945
Stony Plain, AB T7Z 1Y4

RE: 99 Spruce Ave – Fire Code Regulations When Adjacent to Community Reserve Lands

Development Permit# - 19DP05-04

We are writing to the Council of Summer Village of Island Lake to ask for your approval with allowing windows along the reserve-facing side of our residential build. We understand and have met the conditions regarding fire code on the south facing (left elevation) in regards to fire separation for adjacent properties/dwellings. However, we did not foresee an issue with the reserve land adjacent to our right elevation (north facing) side as there is no dwelling, and has adequate fire safety access.

Our right elevation drawings include 5 main level windows and 2 basement windows that face the reserve lands. The layout of our custom home was to include a great deal of natural light. It was also a key point in purchasing this lot and we feel that it will add value to the property as well as the community.

In speaking with the development officer, we would require a letter of approval from Mayor Chad Newton and the Summer Village of Island Lake Councilors indicating that there are no future plans to develop and/or subdivide this particular park reserve land for development.

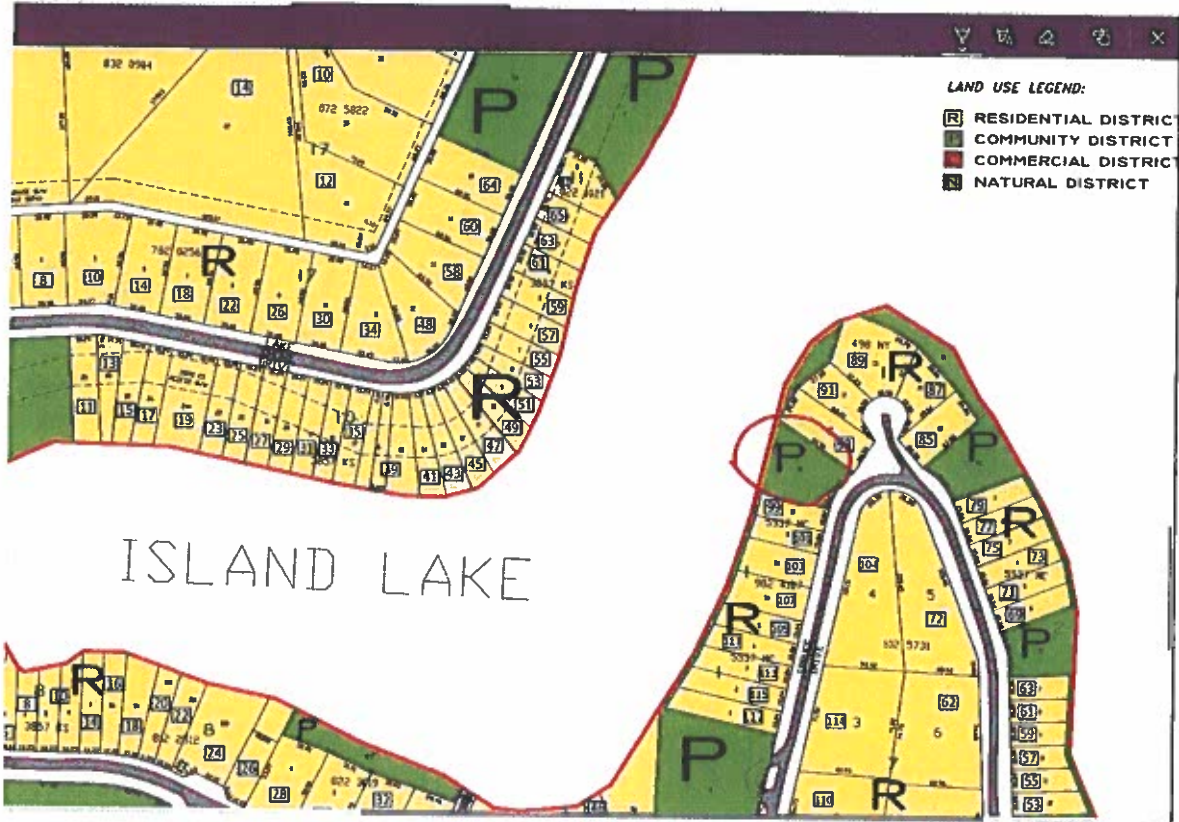
Please find attached a copy of our construction plans (elevation) as well as a map of the park reserve location.

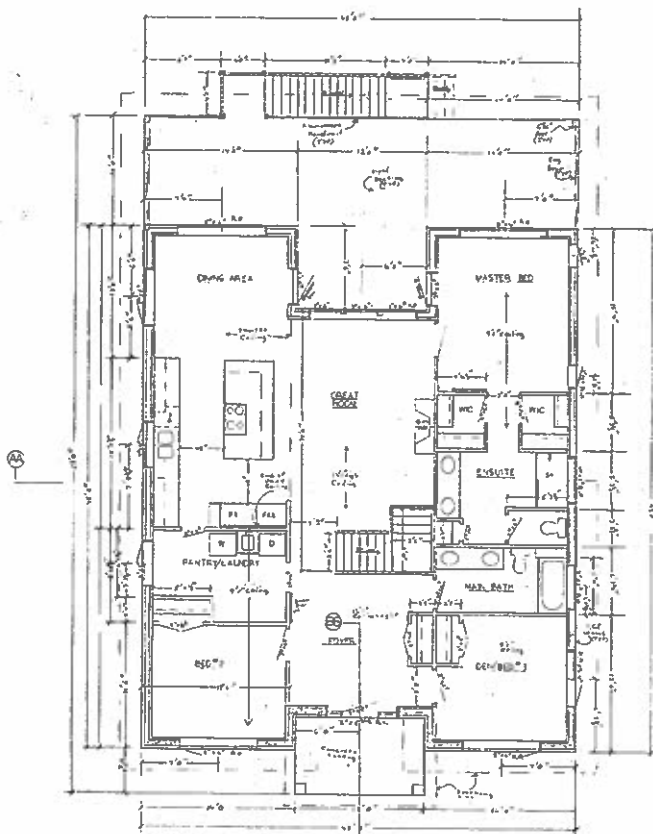
If you have any questions or concerns, please contact one of us or our contractor.

Best Regards,

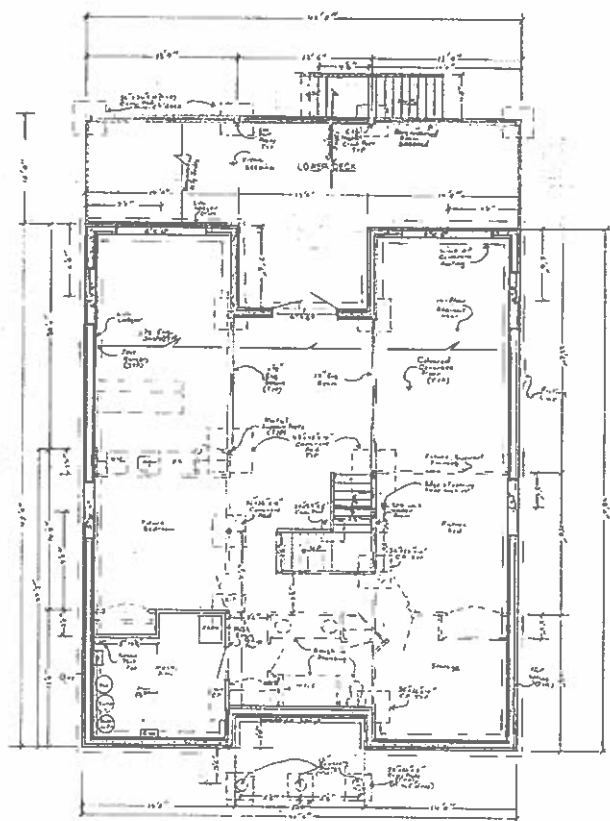
Travis Kluthe

38



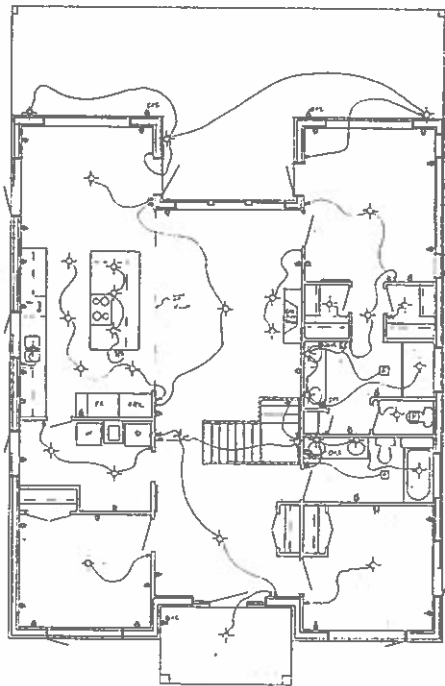


MAIN FLOOR PLAN
1794 SQ. FT.

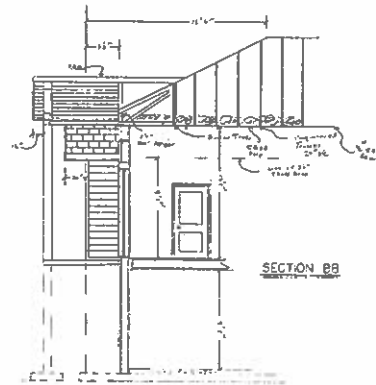


BASEMENT PLAN

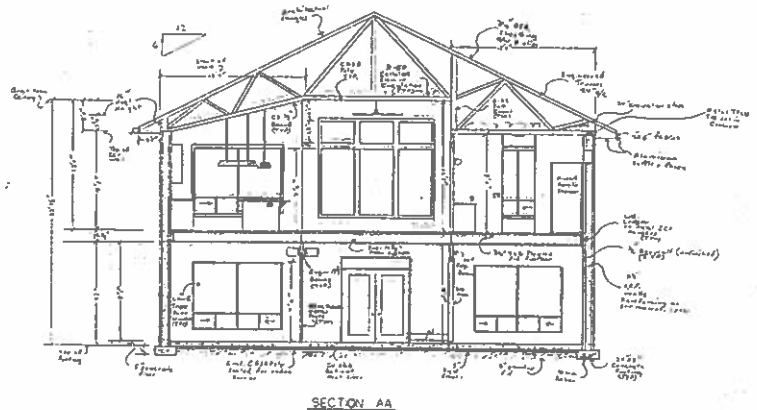
GEMWOOD CONSTRUCTION LTD		
BOX 56 SIT-BASCA AB PH 380-475-5050 GEMWOODCONSTRUCTION.B TELUS.NET	T85-243	JOE G310 KLUTVE NO SERVICE ONLY SVC OF BC AND LAKE AB C/O B.L. PL. BOSTON SCALE 1/4" = 1 FT. PUBLISHED, 20, 2019 BY G.D.
REV 000000		



ELECTRICAL LAYOUT



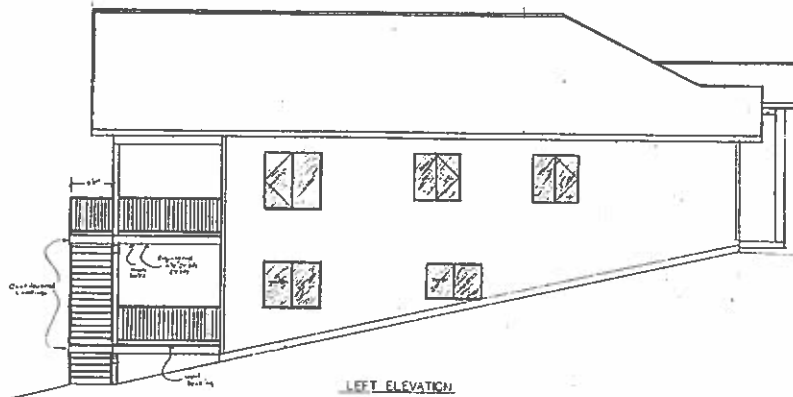
SECTION BB



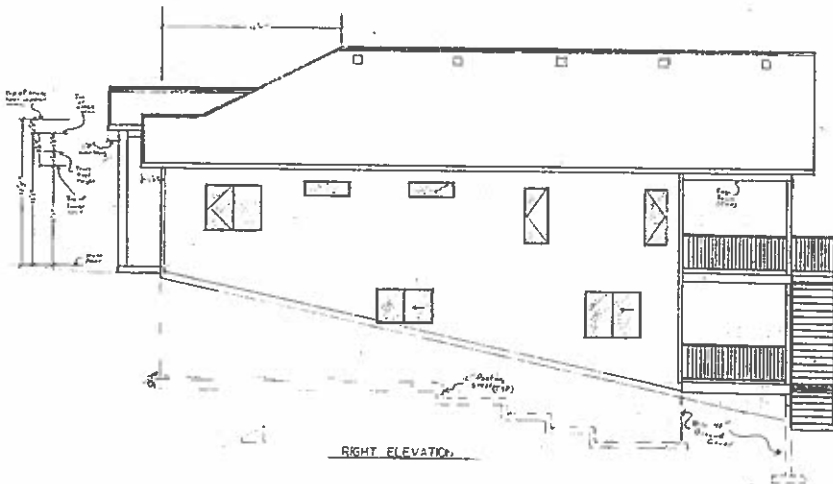
SECTION AA

GEMWOOD CONSTRUCTION LTD	
ELECTRICAL	JOB # 850
SECTION AA	PG 2 OF 2
SECTION BB	SCALE 1/8" = 1'-0"
	DRAWN OCT 20, 2009
	DRN: A.H. 676.0
	REV: 3/12/2009

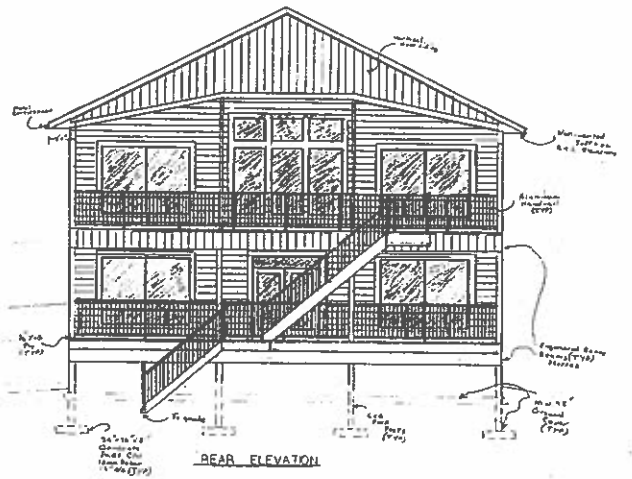
41



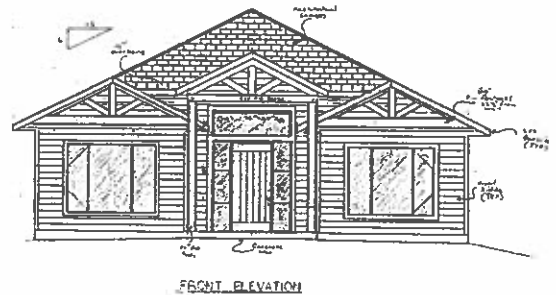
LEFT ELEVATION



RIGHT ELEVATION



REAR ELEVATION



FRONT ELEVATION

GELWOOD CONSTRUCTION LTD.	2000 10th Avenue
1000 10th Avenue	Edmonton, Alberta
ELEVATIONS	SCALE 1/8" = 1'-0"
	DRAWN BY: J. GELWOOD

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5616 – 48 Street, Postal Bag 8, Elk Point, Alberta T0A 1A0
Tel (780) 724-2596 Fax (780) 724-2596 info@nlls.ab.ca

December 2, 2019

Ms. Wendy Wildman
Summer Village of Island Lake
PO Box 8
Alberta Beach, AB
T0E 0A0
svslandlake@wildwillowenterprises.com

Dear Ms. Wildman,

The budget includes 1.5% levy increase for Municipalities and/or their Library Boards.
Levies will be based on the 2018 population as per the Alberta Government website.

2020 Levies:

\$5.23 per capita	Municipality
\$10.46 per capita	Municipality without Library Board

The total levy for 2020 equals **\$2,384.88** from Summer Village of Island Lake. (228 x \$10.46)
(2019 was \$2,348.40 an increase of \$46.24)

Please send council correspondence back to NLLS by Dec 31, 2019.

If you have any questions, you may contact your Northern Lights Library Board member representative.
A copy of the budget is available from your Northern Lights Library Board member representative.
Invoice to follow.

Regards,

Vicky Lefebvre
Chairman
Northern Lights Library System Board

Julie Walker
Executive Director
Northern Lights Library System

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[Print](#) | [Close Window](#)

Subject: 2020 NLLS Budget/Levy Letter

From: Terri Hampson <THampson@nlls.ab.ca>

Date: Sat, Nov 30, 2019 3:19 pm

To: Wendy Wildman <svislandlake@wildwillowenterprises.com>

Attach: 2020 Summer Village of Island Lake Levy Letter.docx

Please find attached the 2020 Summer Village of Island Lake Levy Letter.

Please provide council decision by Dec 31, 2019.

A copy has also been mailed.

Any questions please don't hesitate to ask.

Thank you.

Terri Hampson

Finance Officer

Northern Lights Library System

780-724-2596 ext. 2110

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Summer Village of Island lake

C-COU-PAR-1	Public Participation Policy			
Approval	Originally Approved		Last Revised	
(CAO initials)	Resolution No:	18-77	Resolution No:	
	Date:	June 19, 2018	Date:	

I. PURPOSE AND APPLICATION

In accordance with Section 216.1 of the *Municipal Government Act*, this Public Participation Policy has been developed to recognize the value of public participation and create opportunities for meaningful public participation in decisions that directly impact the public.

This Public Participation Policy is in addition to and does not modify or replace the statutory public hearing requirements in the *Municipal Government Act*.

II. GENERAL POLICY PRINCIPLES

Council recognizes that good governance includes engaging Municipal Stakeholders in Public Participation by:

- 1) Creating opportunities for Municipal Stakeholders who are affected by a decision to influence the decision;
- 2) Promoting sustainable decisions by recognizing various Municipal Stakeholder interests;
- 3) Providing Municipal Stakeholders with the appropriate information and tools to engage in meaningful participation; and
- 4) Recognizing that although Councillors are elected to consider and promote the welfare and interest of the Municipality as a whole and are generally required to vote on matters brought before Council, facilitating Public Participation for matters beyond those where public input is statutorily required can enrich the decision-making process.

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III. DEFINITIONS

- 1) **"Chief Administrative Officer"** means the chief administrative officer of the Municipality or their delegate, abbreviated "CAO".
- 2) **"Municipal Stakeholders"** means the residents of the Municipality, as well as other individuals, organizations or persons that may have an interest in, or are affected by, a decision made by the Municipality.
- 3) **"Municipality"** means the Summer Village of Island Lake.
- 4) **"Public Participation"** includes a variety of non-statutory opportunities where Municipal Stakeholders receive information and/or provide input to the Municipality.
- 5) **"Public Participation Plan"** means a plan which identifies which Public Participation Tools to be used to obtain public input in a particular circumstance.
- 6) **"Public Participation Tools"** means the tools that may be used, alone or in combination, to create Public Participation opportunities including, but not limited to:
 - (a) in-person participation which may include at-the-counter interactions, door-knocking, interviews, meetings, round-tables, town halls, open houses and workshops;
 - (b) digital participation which may include online workbooks, chat groups, webinars, message boards/discussion forums, and online polls or surveys;
 - (c) written participation which may include written submissions, email, and mail-in surveys, polls and workbooks; and
 - (d) representative participation which may include being appointed to an advisory committee, ad hoc committee or citizen board.

IV. POLICY RESPONSIBILITIES

1) Council Responsibilities

- (a) Council shall:
 - i review and approve Public Participation Plans developed by the CAO in accordance with this Policy or as directed by Council;
 - i consider input obtained through Public Participation; and
 - ii review this Policy to ensure the Policy complies with all relevant legislation, municipal policies and the spirit and intent of Public Participation.

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- iv. ensure appropriate resources are available to solicit Public Participation in accordance with this Policy;

2) Administration Responsibilities

(a) CAO shall:

- i. in accordance with this Policy or as directed by Council, develop Public Participation Plans, for Council approval;
- ii. implement approved Public Participation Plans; and
- iii. report the findings of the Public Participation to Council.
- iv. consider timing, resources and engagement and historical effectiveness when developing and modifying Public Participation Plans;
- v. develop the necessary guidelines to implement this Policy;

V. PUBLIC PARTICIPATION OPPORTUNITIES

(b) CAO shall consider implementing a Public Participation Plan in the following circumstances:

- i. when new programs or services are being established;
- ii. when existing programs and services are being reviewed;
- iii. when identifying Council priorities;
- iv. when gathering input or formulating recommendations with respect to the Municipality's strategic plans or business plans;
- v. as otherwise directed by Council or recommended by the CAO.

VI. POLICY EXPECTATIONS

1) Legislative and Policy Implications

- (a) All Public Participation will be undertaken in accordance with the *Municipal Government Act*, the *Freedom of Information and Protection of Privacy Act* and any other applicable legislation.
- (b) All Public Participation will be undertaken in accordance with all existing municipal policies.
- (c) This Policy shall be available for public inspection and may be posted to the Municipality's website.
- (d) This Policy will be reviewed at least once every four years.

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2) Public Participation Standards

- (a) Public Participation will be conducted in a sustainable and inclusive manner having regard to different levels of accessibility.
- (b) Public Participation activities will be conducted in a professional and respectful manner.
- (c) Public Participation plans will consider early, ongoing and diverse opportunities to provide input.
- (d) Municipal Stakeholders who participate in any manner of Public Participation are required to be respectful and constructive in their participation. Municipal Stakeholders who are disrespectful, inappropriate or offensive, as determined by Administration, may be excluded from Public Participation opportunities.
- (e) The results of Public Participation will be made available to Council and Municipal Stakeholders in a timely manner in accordance with municipal policies.

VII. PUBLIC PARTICIPATION PLANS

- a. When so directed by this Policy or Council, the CAO shall develop a Public Participation Plan for approval by Council which shall consider the following:
 - i. the nature of the matter for which Public Participation is being sought;
 - ii. the impact of the matter on Municipal Stakeholders;
 - iii. the demographics of potential Municipal Stakeholders in respect of which Public Participation Tools to utilize, level of engagement and time for input;
 - iv. the timing of the decision and time required to gather input;
 - v. what information is required, if any, to participate; and
 - vi. available resources and reasonable costs.
- b. Public Participation Plans will, at minimum, include the following:
 - i. a communication plan to inform the public about the Public Participation plan and opportunities to provide input;
 - ii. identification of which Public Participation Tools will be utilized;
 - iii. timelines for participation;
 - iv. information about how input will be used;
 - v. the location of information required, if any, to inform the specific Public Participation.

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VIII. REPORTING AND EVALUATION

- a. Information obtained in Public Participation will be reviewed by the CAO and a report shall be provided to Council.
- b. The report shall include, at minimum, the following:
 - i. an overview of the Public Participation Plan and how it was developed;
 - ii. an assessment of the effectiveness of the plan based on the level of engagement and the quality of input;
 - iii. a summary of the input obtained; and
 - iv. may include recommendations for future Public Participation Plans.
- c. Reports shall be provided to Council for review.

Legal References: MGA 216.1, 230, 606, 692

Cross References:

Attachment:

Revisions:

Resolution Number	MM/DD/YY

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PUBLIC PARTICIPATION PLANS

Summer Village of Island Lake

The purpose of this plan is to outline Council and Administration's plan to engage and encourage public participation with the Summer Village of Island Lake.

Date Approved: _____

Motion #: _____

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Determining When Public Input is Needed	2
Ways in which the Summer Village Solicits Input.....	3
Resources	4

DRAFT

Introduction

Relationships among people are a critical element of municipal business. This Plan provides some guidance about how the Summer Village can maintain good relationships through appropriate public input regarding decisions made by Council.

It is anticipated that the readers of this document will be:

- a) those in municipal administration who are responsible for integrating public input opportunities into municipal projects and plans,
- b) those on Council who will be making decisions about appropriate public input,
- c) those in municipal administration who will be determining if developers or other proponents have provided for an adequate public input process, and
- d) those who own property within the municipality

Public Input

The Purpose of Public Input

Municipal Councils make decisions in public for the public good. This plan supports the involvement of citizens in these public decisions. The public input is sought after when there is a decision to be made that will impact the residents of the Summer Village. Public input is valuable for decisions that impact residents for three reasons:

1. It helps strengthen the relationship between the council and the citizens of the Summer Village
2. It informs the citizens of the Summer Village, therefore, minimizing complaints and costs caused by last minute changes
3. It leads to better solutions for everyone involved in the Summer Village

Determining When Public Input is Needed

Public input is essential to the municipal decision process. The Municipal Government Act (MGA) has a legal requirement for Council and Council committees to conduct business in public and to ensure the public is notified of certain kind of decisions.

Most of the decisions made by council can be or are enhanced by public input. The few situations where public input is not required are referred to as directive decisions. Directive decisions are those made by a person authorized to do so, and are issued to others simply to inform them the decision has been made. The situations where a directive decision is appropriate are as follows:

1. There is an urgent need to respond immediately (e.g. flood response).
2. A person in authority is acting within their authority (e.g. police carrying out their duties).

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3. The decisions are routine and are accepted as part of the Municipality's operations (e.g. snow removal after a heavy snowfall).
4. The decisions are dictated by law (e.g. improvements to water treatment plant).
5. The decisions have substantial effect only on those who have already agreed to be affected through some form of contract (e.g. employment, volunteerism, accepting elected office).

In these cases, the Municipality is acting within its authority and is expected to implement the decision efficiently. These decisions are posted to the public through the website. The public can also contact the Summer Village's office if they have any questions or concerns about the decisions made.

Public input is necessary when consultative decisions are to be made. These types of decisions usually have one or more of the following characteristics:

1. Public notification and input are required by law (see MGA requirements in the Introduction).
2. The decision is a known concern of other parties, or is likely to have a significant impact on other parties (e.g. a proposed casino).
3. The decision affects society's moral or emotional expectations (e.g. expansion of a recreation centre).
4. The decision affects the "comfort envelope" (lifestyle or habits) of citizens (e.g. road closure affecting how people access the highway).
5. People perceive there are risks associated with the decision (e.g. approving a "half-way" house to support convict rehabilitation).
6. Council or Administration requests public input prior to making the decision (e.g. public buildings or open space management).

Consultative decisions are common in Municipalities, however, the final decision rests with Council. For consultative decisions, public engagement is required. Ways in which the Summer Village encourages engagement is through surveys, the annual gatherings, Council meetings that are open to the public, and annual newsletters.

Ways in Which the Summer Village Solicits Input

During the decision making process, the following questions will aid Council and Administration when determining what manner of public input is required:

- What kind of decision is being made?
- Who is going to be affected?
- How will those affected perceive the matter?

After asking these questions, Council and Administration can determine, choose from the listing above, which way public input is carried out.

While the MGA defines the minimum legal requirements for a Municipality to provide public notification which are strictly followed, some additional ways that public input is and can be petitioned by the Summer Village are:

- Summer Village website page
- Annual picnics, gatherings, information meetings
- On-line or Paper Surveys
- Community information signage
- Annual newsletters
- Council meetings
- Mailouts

These methods are used to encourage public input from a variety of people who belong to certain demographic groups. This allows for a wide range of input to help Council members come to a decision that can help satisfy the needs of the Municipality.

Resources

Resources are available to help residents develop more informed inputs for decisions regarding the Municipality. The following resources are posted on the Summer Village's website:

- All policies that effect the Summer Village
- All bylaws that effect the Summer Village
- All meeting agendas and minutes from Council meetings
- Contact information for the Summer Village

With the help of these resources, Council and Administration hopes that the public will utilize them to help make better informed inputs.

Island Lake

2019 ALLOCATIONS (MSI & GTF)

Year	Description	Amount	
2019	MSI-Capital Allocation - August 2019	\$	92,373
2019	MSI-Capital Allocation - October 2019 Additional Funding	\$	4,420
2019	MSI-Operating Allocation	\$	11,883
2019	Gas Tax Fund Allocation	\$	35,764
2019	Total	\$	144,440

2020 MSI ALLOCATION ESTIMATES ONLY FOR BUDGETING PURPOSES

Year	Description	Amount	
2020	MSI-Capital Allocation	\$	123,523
2020	MSI-Operating Allocation	\$	10,130
2020	Total	\$	133,653

2021 MSI ALLOCATION ESTIMATES ONLY FOR BUDGETING PURPOSES

Year	Description	Amount	
2021	MSI-Capital Allocation	\$	118,222
2021	MSI-Operating Allocation	\$	10,331
2021	Total	\$	128,553

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Island Lake

Year	Description	Amount
2019	MSI-Capital Allocation	\$ 92,373
2018	MSI-Capital Allocation (includes the March 2018 Allocation just announced and the BMTG Allocation)	\$ 158,231
2019	MSI-Operating Allocation	\$ 11,883
2018	MSI-Operating Allocation	\$ 11,587
2019	Gas Tax Fund Allocation	\$ 35,764
2018	Gas Tax Fund Allocation	\$ 17,575
2019	Total 2019 Allocations	\$ 140,020
2018	Total 2018 Allocations	\$ 187,393
	Funding Difference from 2018	-\$ 47,373

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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

File: FOIP 01-2019

November 26th, 2019

BY EMAIL to: _____

copy

Shores Jardine LLP

Att:

**Re: Freedom of Information and Protection of Privacy Act
- Request for Information**

Your request for access to information under the Freedom of information and Protection of Privacy Act (the Act) dated October 31, 2019, was received by the Summer Village of Island Lake with the initial fee of \$25.00 on November 7, 2019.

I have done an initial assessment of the work required to search for, locate, retrieve and copy the records you have requested. A large number of records must be searched and we have determined that the amount of the fees to satisfy your request will exceed \$150.00. Accordingly, the Summer village may assess fees over and above the initial fee that was paid at the time that you made the request. In this case, fees will be assessed because a wide range of municipal files will need to be manually and electronically searched.

The fee for completing the search for the records you have requested is estimated to be **\$9,390.00**. This amount has been calculated as follows:

<u>Description</u>	<u>Number / Time Required</u>	<u>Fee by time/item</u>	<u>Total</u>
Time required and cost for searching for, locating and retrieving the record(s)	320 hours	\$6.75 per ¼ hour (27.00 per hour)	\$8,640.00

....2
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ShoresJardine/FOIP request
Nov. 26, 2019/page two

The cost of producing a paper copy of the record(s) in the required format (black and white paper up to 8 ½ x 14").	3000 pages (estimate)	\$0.25 per page	\$750.00
		<u>Overall Total</u>	\$9,390.00

Please reply to us in writing within 20 days of the date of this notice indicating that you accept this estimate and enclose a deposit of \$4,695.00 made payable to the Summer Village of Island Lake.

If you require further clarification, please write to me or call me. All my contact information is included in the letter.

Section 65 of the Act provides that you may make a written request to the Information and Privacy Commissioner to review this matter. You have 60 days from the date of this notice to request a review by writing to the Office of the Information and Privacy Commissioner at 410, 9925-109 Street NW, Edmonton, Alberta T5K 2J8. If applicable, when requesting a review, please provide the Office of the Commissioner with the following information:

1. The reference number noted at the top of this letter
2. A copy of this letter; and
3. A copy of your original request form

Yours truly,

SUMMER VILLAGE OF ISLAND LAKE

Per:

Wendy Wildman
Chief Administrative Officer

/ww

c.c. Patriot Law
Council



Development Services

Summer Village of Island Lake

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

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

October 12, 2019

File: 19DP14-04

Pat & Colleen Beck

**Re: Development Permit Application No. 19DP14-04
Plan 832 0904, Block 17, Lot 23 : 14 Elk Avenue (the "Lands")
R2 – Residential – Large Lot District : Summer Village of Island Lake**

APPROVAL OF DEVELOPMENT PERMIT

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

CONSTRUCTION OF AN ATTACHED DECK (60.2 SQ. M.)

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

- 1- All municipal taxes must be paid.
- 2- Two (2) Off-Street parking spaces must be provided on site.
- 3- The applicant shall display for no less than twenty-one (21) days after the permit is issued, in a conspicuous place on the site or on streets abutting the site, the enclosed notice.
- 4- The applicant shall provide a certified copy of plan of subdivision to determine all easements and restrictive covenants on the parcel, and 8.5 X 11 copies of site plans of a quality satisfactory to the Development Officer.
- 5- The applicant shall obtain and adhere to the requirements where applicable, from the appropriate authority, permits relating to demolition, building, electricity, plumbing and drainage, and all other permits required in connection with the proposed development.
- 6- 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.
- 7- The applicant shall prevent excess soil or debris from being spilled on public streets and lanes; and shall not place soil or any other material on adjacent properties without permission in writing from adjacent property owners.
- 8- **The improvements take place in accordance with the plans and sketch submitted as part of the permit application; including:**
 - **Front Yard setback shall be a minimum of 8.0 metres;**

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Development Services

Summer Village of Island Lake

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

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

- **Side Yard setback shall comply with the requirements of the Alberta Building Code or be a minimum of 1.2 metres whichever is greater;**
- **Rear Yard setback shall be a minimum of 1.0 metre;**
- **The building shall be located in such a manner that it does not encroach upon easements and rights-of-way.**

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

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

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

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

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

Notes:

It is strongly recommended that the applicant(s):

- I. have a Real Property Report (RPR), prepared and signed by an Alberta Land Surveyor, and submitted to the Development Officer. The RPR should be completed at foundation stage and prior to commencement of framing of the development, for evaluating the compliance of the development against all Land Use regulations relating to the building(s) that are the subject of this development permit application.
- II. design and construct a building foundation drainage system adequate for the existing soil conditions.
- III. determine if there are any special considerations required for building foundation construction.
- IV. provide positive grading to ensure drainage. A minimum gradient of two percent (and greater if possible) is recommended.

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

Date Application Deemed Complete **October 12, 2019**
Date of Decision **October 12, 2019**
Effective Date of Permit **November 10, 2019**
Signature of Development Officer

Tony Sonleitner, Development Officer for the Summer Village of Island Lake

cc Municipal Administrator, Summer Village of Island Lake
Municipal Assessment Services Group Inc. = Ian Ferguson : email ianferguson@shaw.ca

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

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

and should include a statement of the grounds for the appeal and have attached an Appeal fee in the amount of \$150.00.



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NOTE:

1. *The issuance of a Development Permit in accordance with the notice of decision is subject to the condition that it does not become effective until twenty-nine (29) days after the date of the order, decisions or development permit is issued.*
2. *The Land Use Bylaw provides that any person claiming to be affected by a decision of the Development Officer may appeal to the Development Appeal Board by serving written notice of appeal to the Clerk of the Development Appeal Board within twenty-one (21) days after notice of the decision is given.*
3. *A permit issued in accordance with the notice of the decision is valid for a period of twelve (12) months from the date of issue. If at the expiry of this period, the development has not been commenced or carried out with reasonable diligence, this permit shall be null and void.*

IMPORTANT NOTES

1. Any development proceeded with prior to the expiry of the appeal period is done solely at the risk of the Applicant even though an application for Development has been approved and a Development Permit has been issued. The period allowed for an appeal to be filed is twenty-one (21) days after a development permit is issued.
2. Any person claiming to be affected by a decision regarding an application for a development permit may appeal by serving written notice to the Clerk of the Development Appeal Board within twenty-one (21) days after a development permit or notice of decision was issued.
3. This Development Permit is valid for a period of 12 months from the date it was issued, or the date of an approval order being granted by the Development Appeal Board. If at the expiry of this period, the development has not been commenced or carried out with reasonable diligence, the permit becomes invalid unless an extension has been granted by the Development Officer.
4. The applicant is reminded that compliance with this Permit requires compliance with all conditions affixed thereto.
 - a. This is not a Building Permit and, where required by any regulation, a Building Permit, and all other permits in connection with this development, shall also be obtained from:

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Development Services

Summer Village of Island Lake

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

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

The Inspections Group Inc.

Edmonton Office

12010 - 111 Avenue NW

Edmonton, Alberta T5G 0E6

E-mail: questions@inspectionsgroup.com

Phone: 780 454-5048

Fax: 780 454-5222

Toll Free Ph: 1 866 554-5048

Toll Free Fax: 1 866 454-5222

6. A development permit is an authorization for development under the Land Use Bylaw; but is not an approval under any other regulations that may be applicable.
- (a) Water and sewage systems are under the jurisdiction of the Inspections Group Inc. (780) 454-5048 or 1-866-554-5048.
 - (b) Development in proximity to gaslines, other pipelines, powerlines, or telephone lines require approvals from: The Gas Protection Branch - Alberta Labour, Alberta Energy Resources Conservation Board, Alberta Utilities and Telecommunications.
 - (c) All plans submitted for the construction or alteration of a commercial or industrial building as specified under the Alberta Architects Act, shall be authorized by a registered architect or a professional engineer.



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Public Notice

DEVELOPMENT APPLICATION NUMBER: 19DP14-04

APPROVAL OF DEVELOPMENT PERMIT

An application for a development permit for this property Plan 832 0904, Block 17, Lot 23 : 18 Elk Avenue with regard to the following:

CONSTRUCTION OF AN ATTACHED DECK (60.2 SQ. M.)

Has been CONDITIONALLY APPROVED by the Development Officer.

Any person who objects to the proposed use of the parcel may deliver to the Clerk of the Subdivision and Development Appeal Board Officer a written statement of his objection to such use indicating the following:


1. His/ her full name and mailing address, for the delivery of any notices to be given with respect of the objection; and
2. The reasons for his/her objection to the proposed use.

The statement must be received by the Clerk of the Subdivision and Development Appeal Board no later than **November 2, 2019**

Statements of concern with regard to this development permit should be addressed to:

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

Should you have any questions please contact the Development Officer at (780) 718-5479

Date Application Deemed Complete	October 12, 2019
Date of Decision	October 12, 2019
Effective Date of Permit	November 10, 2019
Signature of Development Officer	

Note: This permit does not come into effect until twenty-nine (29) days after the date of issuance.

Note: Any development undertaken prior to the expiry of the appeal period is done solely at the risk of the applicant. The period allowed for an appeal to be filed is twenty-one (21) days after a development permit has been issued.

Note: This permit is valid for a period of twelve (12) months from the date of issue. If at the expiry date of this period the development has not been commenced and carried out with reasonable diligence, this permit shall be null and void.

THIS IS NOT A BUILDING PERMIT

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DEC 9 11 19



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Edmonton - South West*

AR98902

December 4, 2019

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

Dear Mayor Newton,

In August, our government provided \$597 million in interim Municipal Sustainability Initiative (MSI) funding to help municipalities and Metis Settlements move forward with their local priorities.

I am pleased to confirm the additional \$74 million in MSI capital funding announced as part of Budget 2019. Combined with the interim funding, municipalities and Metis Settlements will have access to \$671 million in MSI funding, \$641 million under the capital component and \$30 million under the operating component.

For the Summer Village of Island Lake, the additional MSI capital funding is \$4,420; \$2,624 under the MSI component and \$1,796 under the Basic Municipal Transportation Grant (BMTG) component. When added to the MSI capital funding of \$92,373 committed through the Interim Supply in August 2019, your municipality's total capital funding for program year 2019 is \$96,793. Your municipality's MSI operating funding for 2019 remains unchanged at \$11,883.

The Future of MSI

Our government committed to helping municipalities meet their infrastructure needs with predictable, long-term funding, and Budget 2019 fulfills this commitment.

In 2020, capital funding will be \$963 million (including MSI Capital and BMTG). This represents a 9 per cent reduction from the previous provincial budget. In 2021, capital funding will be \$897 million (including MSI Capital and BMTG). This represents a 14 per cent reduction from the previous provincial budget. In both years, MSI Operating will be \$30 million.

Allocation estimates for 2020 and 2021 are now available online at open.alberta.ca/publications/municipal-sustainability-initiative-allocation-estimates-2020-2021.

In 2022 and beyond, funding amounts will be determined by the Local Government Fiscal Framework.

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Local Government Fiscal Framework

The Local Government Fiscal Framework replaces the MSI program (including BMTG) beginning in 2022. It includes new legislation passed as part of this year's budget, which determines how much capital funding the province must provide to municipalities every year. The framework also includes \$30 million in annual operating funding, though this is not legislated.

In 2022, municipalities will receive \$860 million in capital funding. Calgary and Edmonton will share \$455 million, and other municipalities will share \$405 million.

In following years capital funding will change depending on changes in provincial revenue, which means that municipalities will share in the success of the province. The funding amount will be published two years in advance. For example, the province is legally required to publish the funding amount for 2023 on or before September 30, 2021. Predictable funding will make it easier for municipalities to plan for the future and fulfill planning requirements.

Our government is proud to support municipalities through the Local Government Fiscal Framework, and I will be seeking municipal support in the next steps of this important work. This will include developing a formula to distribute the funding among municipalities, and determining the administrative elements of the program including project eligibility, and application and reporting requirements.

I understand that provincial support is critical for Albertans to receive the infrastructure and services they expect. Working together, as partners, we can ensure these needs are met and set the course for a prosperous future.

Yours very truly,



Kaycee Madu
Minister

cc: Wendy Wildman, Chief Administrative Officer, Summer Village of Island Lake

