

1. Call to order
2. Agenda a) Tuesday, April 21st, 2020 Regular Council Meeting
3. Minutes: *p1-4* a) Tuesday, March 17th, 2020 Regular Council Meeting Minutes
4. Appointments: *ps* a) 4:35 p.m. – Ken Stashko to make a presentation on wake boats (*direction as given by Council at meeting time*)
5. Bylaws: n/a
6. Business: *p6-7*
 - a) Municipal Assessment Services Group Inc – please refer to the March 30th, 2020 letter from the noted group advising our current agreement expired March 31st, 2020 and providing a proposal for another 5 year term. This group has provided assessment services to the Summer Village for 25 years, and administration has no concerns with their service and recommends to continue with this group (*that the proposal from Municipal Assessment Services Group Inc. to renew property assessment services for a 5 year term (April 1, 2020 to March 31, 2025) be approved as outlined in their March 30, 2020 letter, or some other direction as given by Council at meeting time*)
 - b) Annual Information Meeting – previously Council had set the noted meeting for Saturday, May 30th, 2020. Given the COVID-19 pandemic we are currently in administration is requesting consideration that this meeting be postponed or cancelled (*as a result of the COVID-19 pandemic the 2020 annual information meeting previously scheduled for Saturday May 30th be _____ (postponed or cancelled)*)

SUMMER VILLAGE OF ISLAND LAKE
AGENDA

Tuesday, April 21st, 2020 at 4:30 p.m.
Via teleconference

-
- c) 2020 Draft Operating and Capital Budget – further to previous discussions and direction, including discussions given the COVID-19 pandemic we are in, the 2020 draft budget showing a 0% increase in municipal tax dollars collected will be presented and reviewed at meeting time. Administration is further recommending the minimum municipal tax remain at \$600 for the 2020 year.

(that in recognition of the extreme circumstances resulting from the COVID-19 pandemic and resulting hardships faced by property owners, Council approve the 2020 Draft Operating and Capital Budget as presented with a 0% increase in municipal tax dollars collected, and that the minimum tax remain at \$600.00 per property)

Once the budget is approved, Administration will then be asking for approval of the tax rate bylaw.

(that Bylaw 01-2020, a bylaw to authorize the several rates of taxation imposed for all purposes for the 2020 tax year, be given all readings (1st reading, 2nd reading, unanimous consent to consider 3rd reading, 3rd and final reading))

p8-10

Once the tax bylaw is passed, and further to previous discussions and mandate from the Province as a result of COVID-19, Administration will be asking for a motion that the tax payment deadline date be moved from July 31st to September 30th for all properties for the 2020 year only, and that the August 1st tax penalty of 18% be changed to an October 1st penalty of 6%, November 1st penalty of 6% and December 1st penalty of 6% for all properties for the 2020 year only.

(that in recognition of the extreme circumstances resulting from the COVID-19 pandemic and resulting hardships faced by all property owners, and as mandated by the Province of Alberta with respect to non-residential properties, Council approve the tax payment deadline date be moved from July 31st to September 30th for all properties for the 2020 year only, and that the August 1st tax penalty of 18% be changed to an October 1st penalty of 6%, November 1st penalty of 6% and December 1st penalty of 6% for all properties for the 2020 year only)

p11-16

**SUMMER VILLAGE OF ISLAND LAKE
AGENDA**

**Tuesday, April 21st, 2020 at 4:30 p.m.
Via teleconference**

Once the above noted motion is passed with respect to the 2020 tax payment deadline date and tax penalty structure, Administration will be asking for all readings of Bylaw 02-2020 the tax penalty bylaw for the 2020 year.

(that Bylaw 02-2020, a bylaw to impose penalties on unpaid taxes for the 2020 year, be given all 4 readings (1st reading, 2nd reading, unanimous consent to consider 3rd reading, and 3rd and final reading))

p 17-18

- d) Municipal Development Plan and Land Use Bylaw Steering Committee – further to previous discussions and direction, Administration will be asking for several items to be considered by Council. Both legal counsel Michelle Gallagher of Patriot Law, as well as lead consultant Jane Dauphinee of Municipal Planning Services, will be participating in this portion of the meeting:

p 19-25

- i) Terms of Reference – this document was previously approved by Council however legal counsel has some suggested changes to the document (noted in yellow). *(approve new Terms of Reference document as presented or amended, or some other direction as given by Council at meeting time)*

- ii) Committee Members – the Summer Village received expressions of interest from 11 individuals interested in sitting as members of the public on this committee. The Summer Village certainly appreciates and thanks all those who expressed interest and willingness to assist in this public service. In recognition of privacy interests and to allow advice from officials a closed session will be recommended.

p 26-31

- e) Island Lake Intermunicipal Development Plan – further to previous discussions and direction attached is a Spring 2020 Newsletter with respect to this project and a survey as prepared by Municipal Planning Services. This will be mailed out to all property owners and posted on the website *(that the Island Lake Intermunicipal Development Plan Spring 2020 Newsletter and survey be accepted for information and distributed to all property owners)*

**SUMMER VILLAGE OF ISLAND LAKE
AGENDA**

**Tuesday, April 21st, 2020 at 4:30 p.m.
Via teleconference**

f)

g)

7. Financial a) Income & Expense Statement - n/a

8. Councillors' Reports

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

9. Administration Reports

- a) COVID-19 update
- b) FOIP request update

10. Information and Correspondence

- a) Alberta Urban Municipalities Association – March 24th, 2020 statement on supporting provincial governments education tax relief
- b) Alberta Urban Municipalities Association – March 19th, 2020 letter from President Barry Morishita to Municipal Affairs Minister Kaycee Madu with respect to Provincial support to our communities during the COVID-19 pandemic
- c) Government of Alberta Statements of Direct Deposit: March 6th, 2020 \$35,764.00 for Gas Tax Funds, and April 3rd, 2020 \$539.00 second quarter FCSS funds
- d) Association of Summer Villages of Alberta – March 30th, 2020 letter fishing huts and temporary field authorizations for boat mooring
- e) Municipal Planning Services – April 3rd, 2020 letter on impacts of Ministerial Order MSD: 022/20 with respect to subdivision and development
- f) Department of Agriculture & Forestry – March 31st, 2020 email on fire bans and OHV restrictions in April/May

11. Closed Meeting (if required) (for reasons permitted under s. 17 (personal privacy), s. 19 (confidential evaluations), and s. 24 (advice from officials) of the Freedom of Information and Protection of Privacy Act (FOIP) and s. 197 of the Municipal Government Act (MGA))

SUMMER VILLAGE OF ISLAND LAKE
AGENDA
Tuesday, April 21st, 2020 at 4:30 p.m.
Via teleconference

12. Adjournment

Next Meetings:

Tuesday, May 19th, 2020 @ 4:30 p.m.
Tuesday, June 16th, 2020 @ 4:30 p.m.
Tuesday, July 14th, 2020 @ 4:30 p.m.

**SUMMER VILLAGE OF ISLAND LAKE
REGULAR COUNCIL MEETING MINUTES
TUESDAY, MARCH 17, 2020
HELD VIA TELECONFERENCE AT 4:30 P.M.**

Council: Mayor Chad Newton
Deputy Mayor Duncan Binder
Councillor Jim Montague

Administration: Chief Administrative Officer Wendy Wildman
Administrative Assistant Heather Luhtala

Appointments: n/a

Public at Large: 1

1.	CALL TO ORDER	Mayor Newton called the meeting to order at 4:33 p.m.
2.	AGENDA 20-22	MOVED by Deputy Mayor Binder that the March 17, 2020 agenda be approved with the following additions: Under Administration Reports: d) Development Officer Report e) Subdivision and Development Appeal Board Hearing f) FOIPP Request g) Administration Office Closure Under Business: g) COVID19 CARRIED
3.	MINUTES 20-23	MOVED by Councillor Montague that the minutes of the regular Council meeting held on February 19, 2020 be approved as presented. CARRIED
4.	APPOINTMENTS	n/a
5.	BYLAWS	n/a

SUMMER VILLAGE OF ISLAND LAKE
REGULAR COUNCIL MEETING MINUTES
TUESDAY, MARCH 17, 2020
HELD VIA TELECONFERENCE AT 4:30 P.M.

6.	BUSINESS 20-24 20-25 20-26 20-27	<p>MOVED by Mayor Newton that the actions of Administration be ratified with respect to the termination of the Municipal Development Plan project with Tony Sonnleitner, and the incorporation of the Municipal Development Plan into the Land Use Bylaw review being completed by Municipal Planning Services.</p> <p style="text-align:right">CARRIED</p> <p>MOVED by Mayor Newton that the following documents with respect to the Land Use Bylaw and Municipal Development Plan project be accepted as presented:</p> <ul style="list-style-type: none">- Terms of Reference- How Would You Like You to Join- Project Deliverables and Schedule- Newsletter #1 <p style="text-align:right">CARRIED</p> <p>MOVED by Deputy Mayor Binder that Council approve the draft Intermunicipal Collaboration Framework document between the Summer Village of Island Lake and Athabasca County as presented.</p> <p style="text-align:right">CARRIED</p> <p>MOVED by Mayor Newton that the drawing of names for the Athabasca Recreation Centre Gift Certificates be deferred.</p> <p style="text-align:right">CARRIED</p>
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**SUMMER VILLAGE OF ISLAND LAKE
REGULAR COUNCIL MEETING MINUTES
TUESDAY, MARCH 17, 2020
HELD VIA TELECONFERENCE AT 4:30 P.M.**

	20-28	<p>MOVED by Mayor Newton that the Council of the Summer Village of Island Lake, having worked successfully towards greater intermunicipal collaboration and having made progress on the preparation of an Intermunicipal Development Plan, direct Administration to request an extension be granted by the Minister of Municipal Affairs, to September 30th, 2020, for the completion of an Intermunicipal Development Plan with the Summer Village of Island Lake South and Athabasca County. The extension is being requested to enable the participating municipalities to complete the public engagement component of the project over the summer months when Summer Village and seasonal County residents are in the community to ensure transparency and fairness in the engagement process. Further, that Council direct Administration to send notice to the Summer Village of Island Lake South and Athabasca County informing them of the Summer Village of Island Lake's motion, and requesting that they pass a motion to the same effect, and send notice of said motion to the Minister of Municipal Affairs.</p> <p style="text-align: right;">CARRIED</p>
	20-29	<p>MOVED by Deputy Mayor Binder that approval of the 3-year operating budgets and the 5-year capital budget plans be deferred to the next regular Council meeting.</p> <p style="text-align: right;">CARRIED</p>
	20-30	<p>MOVED by Mayor Newton that Council accept the draft 2020 budget discussion for information, with a revised draft budget being presented at the next Council meeting along with the 2020 tax rate bylaw.</p> <p style="text-align: right;">CARRIED</p>
	20-31	<p>MOVED by Mayor Newton that Council accept for information the discussion with respect to COVID19.</p> <p style="text-align: right;">CARRIED</p>
7.	FINANCIAL REPORT	n/a
8.	COUNCIL REPORTS 20-32	<p>MOVED by Mayor Newton that the Council reports be accepted for information.</p> <p style="text-align: right;">CARRIED</p>

**SUMMER VILLAGE OF ISLAND LAKE
REGULAR COUNCIL MEETING MINUTES
TUESDAY, MARCH 17, 2020
HELD VIA TELECONFERENCE AT 4:30 P.M.**

9.	ADMINISTRATION REPORT 20-33	MOVED by Mayor Newton that the Administration reports be accepted for information. CARRIED
10.	INFORMATION AND CORRESPONDENCE 20-34	MOVED by Mayor Newton that the following correspondence be accepted as information: a) Greater North Foundation – January 31st, 2020 letter acknowledging they will not implement a capital reserve development b) Summer Village of White Sands – undated letter to Minister Horner with respect to the Provincial Police Funding implementation c) AUMA February 28th, 2020 email and attached initial assessment of Budget 2020-2021 d) Association of Summer Villages of Alberta – 2020 Winter Newsletter e) Alberta Municipal Affairs – February 27th, 2020 letter on Budget 2020 CARRIED
11.	CLOSED MEETING	n/a
		The meeting adjourned at 5:20 p.m.

Next meeting:
Tuesday, April 21, 2020 at 4:30 p.m. via teleconference.

Mayor, Chad Newton

Chief Administrative Officer, Wendy Wildman

Presentation to Island Lake Council by Ken Stashko - April 21,2020

The Effects of Wake Boats on our Aquatic Ecosystems and What Can Be Done About It

Island Lake is a relatively shallow lake, with the majority of lake area being 10 feet or less in depth. The deepest area is Deadman's Bay, which has an average depth of around 30 feet.

This presentation will be in 3 parts:

1. Report on the 2 major effects of wake boats, wake action and disturbance of the bottom sediment, and existing research.
2. Report on the actions of other jurisdictions concerning this issue.
3. Report on our possible actions and suggestions.

If there are any questions or information needed, please call me at

Ken Stashko

5

Municipal Assessment Services Group Inc.

PO Box 3369, 10404 – 100 Avenue Morinville, AB T8R 1S2

Ph. 780.939.3310 Fax 780.939.3350



March 30, 2020

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

Dear Wendy:

RE: PROPOSAL TO RENEW PROPERTY ASSESSMENT SERVICES

Municipal Assessment Services Group Inc. is proud to have been the assessment service provider to the SV of Island Lake for the past 25 years! We hope the service we have provided has exceeded all the expectations of Council and Administration during that time.

Our current assessment services agreement expires on **March 31, 2020**. We would like to take the opportunity to offer the Summer Village a renewal/extension of the existing agreement with the same terms of service. If any of the terms are not what you need, I am more than willing to discuss your individual needs.

I've used a renewal contract term period of five years. (**April 1, 2020 to March 31, 2025**). We would be pleased to look at a longer term if that better meets your needs.

First Year of Term Price @ $\$7,632 \times 1.02 = \$7,780$ (\$1,945 Quarterly)
(For the period April 1, 2020 to March 31, 2021)

Second Year of Term Price @ $\$7,780 \times 1.02 = \$7,940$ (\$1,985 Quarterly)
(For the period April 1, 2021 to March 31, 2022)

Third Year of Term Price @ $\$7,940 \times 1.02 = \$8,100$ (\$2,025 Quarterly)
(For the period April 1, 2022 to March 31, 2023)

Fourth Year of Term Price @ $\$8,100 \times 1.02 = \$8,260$ (\$2,065 Quarterly)
(For the period April 1, 2023 to March 31, 2024)

Fifth Year of Term Price @ $\$8,260 \times 1.02 = \$8,400$ (\$2,100 Quarterly)
(For the period April 1, 2024 to March 31, 2025)

****(Please note that above prices do not include GST)***

pd
\$7,589⁰⁰
in
2019

(6)

In Summary, Municipal Assessment Services Group will continue to provide The Summer Village of Island Lake with the highest quality alternative for you assessment service needs. Municipal Assessment Services Group is proud of the track record it has developed in meeting all of its contracts and obligations.

Included with this renewal proposal are the proposed agreement and Schedules "A" and "B" of the agreement outlining the services and costs.

Kindly review this at your leisure and if you and council agree to the terms, I would look forward to working another 5 years with the SV of Island Lake.

As we've all learned to adapt to using the internet to transfer information electronically, we find some of the municipalities prefer to 'print-scan-email' the renewal agreements. If you would prefer this method, please print off and insert the date of agreement approval (Cover page of the agreement) and then print and sign the signatory page (Page 6 of the agreement) then email the entire agreement.

In closing, it has been a pleasure to work with Island Lake and I look forward to continuing the great working relationship that's been established over the last 25 years.

Respectfully,



Raymond Crews, AMAA
Appointed Assessor/Designated Officer for the SV of Island Lake
For Municipal Assessment Services Group Inc.

⑦

**BEING A BYLAW OF THE SUMMER VILLAGE OF ISLAND LAKE IN THE
PROVINCE OF ALBERTA, TO AUTHORIZE THE SEVERAL RATES OF
TAXATION IMPOSED FOR ALL PURPOSES FOR THE YEAR 2020**

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

Municipal General	203,155.81
Minimum Municipal	47,278.19
Greater North Foundation Seniors Requisition	9,396.03
Greater North Foundation Seniors Requisition (2018 overlevy)	(898.07)
ASFF Residential School Requisition	252,921.00
ASFF Residential School Requisition (2019 overlevy)	(6,086.94)
ASFF Non-Residential School Requisition	2,342.00
ASFF Non-Residential School Requisition (2019 underlevy)	34.78
Designated Industrial Property Requisition	33.36
TOTAL:	508,176.16

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

Residential - Improved	92,776,300
Residential - Vacant	4,132,520
Non-Residential - Improved (Commercial)	189,840
Non-Residential - Vacant (Linear)	438,930
Municipal Exempt	4,834,440
TOTAL:	102,372,030

WHEREAS, the estimated municipal expenditures and transfers set out in the budget for the Summer Village of Island Lake for 2020 total \$540,249.00; and

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$289,815.00 and \$47,278.19 from "Minimum Municipal Tax" and the balance of \$203,155.81 is to be raised by general municipal taxation; and

WHEREAS, the estimated amount to be collected for requisitions total \$257,742.16 (School \$249,210.84; Senior \$8,497.96; Designated Industrial \$33.36); and

WHEREAS, the amount of municipal taxation to be raise as a minimum amount payable of \$600.00 per each taxable property in the municipality is estimated to be \$47,278.19 and the remaining \$203,155.81 is to be collected based on municipal mill rates; and

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

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

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

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

RATE	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX</u> (in mills)
General Municipal			
Residential Improved	189,074.94	92,776,300	2.037966
Residential Vacant	8,421.94	4,132,520	2.037966
Non-residential – Commercial	1,708.56	189,840	9.0
Non-residential – Linear	3,950.37	438,930	9.0
TOTAL	203,155.81	97,537,590	

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE</u> (in mills)
Alberta School Foundation Fund			
Residential/Farmland	252,921.00		
Overlevy (2019)	<u>(6,086.94)</u>		
Sub-Total	246,834.06	96,908,820	2.5470753
Non-residential	2,342.00		
Underlevy (2019)	<u>34.78</u>		
Sub-Total	2,376.78	628,770	3.7800468
TOTAL	249,210.84	97,537,590	

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE</u> (in mills)
Greater North Seniors Foundation			
Residential/Non-residential	9,396.03		
Overlevy (2018)	<u>(898.07)</u>		
TOTAL	8,497.96	97,537,590	0.0871250

9

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

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE</u> (in mills)
Designated Industrial Property			
Non-Residential – Linear	33.36	438,930	0.0760
Total	33.36	438,930	

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

	<u>TAX RATE</u>	<u>TAX LEVY</u>
Residential Vacant	\$600.00	14,378.06
Residential Improved	\$600.00	32,177.76
Non-Residential – Commercial	\$600.00	506.67
Non-Residential – Linear	\$600.00	<u>215.70</u>
TOTAL		\$47,278.19

THAT this Bylaw shall come into force and effect for 2020 taxation on the date of the third and final reading.

Read a first time on this 21st day of April, 2020.

Read a second time on this 21st day of April, 2020.

Unanimous Consent to Proceed to third Reading on this 21st day of April, 2020.

Read a third and final time on this 21st day of April, 2020.

Signed and Passed this 21st day of April, 2020.

Mayor Chad Newton

Chief Administrative Officer Wendy Wildman

10

Non-Residential Property Tax Deferral Guidelines

Spring 2020



Non-Residential Property Tax Deferral Guidelines
Municipal Affairs
Spring 2020
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Table of Contents

Non-Residential Property Tax Deferral	3
Program Purpose	3
How will it work?.....	3
Education Property Tax - Collection.....	3
Education Property Tax – Invoicing	4
Municipal Tax Deferral	4
Municipal Bylaws	4
Communications.....	5
Municipal Implementation Actions	5
Municipal Action 1: Amend the relevant municipal bylaw which imposes penalties on unpaid tax amounts in accordance with council direction and in line with one of the options listed in this document to ensure alignment with provincial direction on the deferral of education property taxes.....	5
Municipal Action 2: Communicate the changes to ratepayers.	5
Municipal Action 3: Include the provided messaging from the provincial government as an insert or addendum to the property tax notice.....	5
Municipal Action 4: Consider the development of flexible payment plans for non-residential (and residential if desired) property taxes for those ratepayers unable to make payment in 2020.....	5
Examples	5
Key Contacts.....	6

12

Non-Residential Property Tax Deferral

Program Purpose

In order to alleviate acute liquidity concerns anticipated as a result of COVID-19, government has asked municipalities to provide a six month deferral of non-residential education property tax or a combined municipal and education property tax deferral that is effectively equivalent to a six month deferral of education property tax. Creating liquidity for non-residential property owners will help keep more businesses viable, able to meet payroll obligations, and to continue to employ as many Albertans as possible.

Municipalities are encouraged to consider similar programs to defer the municipal portion of business property taxes to further support local businesses. The combined effort would mean businesses are able to retain the cash normally used to pay property taxes to assist in maintaining liquidity in these difficult economic times.

How will it work?

There are two acceptable approaches to implementing the property tax deferral:

Approach 1: Defer six-months' worth of education property tax.

The required payment of the education portion of non-residential property tax is deferred for six-month period, from April 1 to September 30. Municipalities are not obligated to defer any municipal property tax.

Approach 2: Implement a combined municipal and education property tax deferral that is effectively equivalent to deferring six months' worth of property tax.

The required payment of the total non-residential property tax, both the education and municipal portion, is deferred beyond the tax penalty date to provide an immediate deferral of all property taxes in lieu of a full six month deferral of only the education portion.

Education Property Tax - Collection

Municipalities are strongly encouraged to implement flexible payment plans for non-residential property owners unable to pay fully in 2020. At the same time, those businesses in a strong financial position that are capable of paying their taxes in full are strongly encouraged to do so to minimize the cash flow challenges facing municipalities.

13

Acknowledging that the challenging economy means that some municipalities may not be able to collect education property tax from all non-residential property taxpayers by the end of the year, the province will consider whether a broader education tax deferral or forgiveness program, similar to the Provincial Education Requisition Credit program, is required.

Education Property Tax – Invoicing

The province will maintain the non-residential education tax requisition amount for each municipality, but will defer invoicing of the non-residential portion to the December 2020 invoice. No amount will be included for the non-residential education property tax requisition on the June and September 2020 invoices. Therefore, the December 2020 invoice will be comprised of the June, September, and December non-residential invoice amount. Municipalities who believe they may be unable to remit the full amount on the December 2020 invoice should contact Municipal Affairs to discuss.

Municipal Tax Deferral

Municipal councils are responsible for determining the parameters of any tax deferral programs respecting municipal property taxes including what classes of assessment are included, what portion of the tax levy is deferred and the timelines for the deferral. Municipalities have existing authority under the *MGA* to defer the collection of property taxes.

Municipal tax due dates are determined by setting the day on which penalties are imposed for non-payment of property taxes. Therefore, municipalities implement tax deferrals by delaying imposing penalties on property taxes. In this way, those that can afford to pay the outstanding taxes can do so any time after the tax notice is received, but have the flexibility of not incurring additional costs due to penalties for non-payment over an extended period of time.

Tax deferral decisions may also impact the collection of seniors' housing requisitions and the designated industrial property requisition. The seniors' housing requisition is due to be paid to the housing management body 90 days after the invoice from the housing management body is mailed, and the designated industrial property requisition is due to be paid to the province 30 days after the municipal tax due date.

Municipal Bylaws

Property tax penalty dates are generally approved by council in one of two ways, through a specific penalties bylaw, or directly in the annual property tax bylaw. To implement tax deferrals, those municipalities with penalties outlined in the annual tax rate bylaw will set the penalty dates in the bylaw in line with the tax deferral program approved by council and one of the options outlined in this document.

14

For those municipalities with specific tax penalty bylaws, it is recommended that an amending bylaw to the tax penalty bylaw be drafted and approved by council. The amending bylaw would stipulate the deferred tax penalty dates for the 2020 tax year only, again in line with the tax deferral program approved by council and one of the options outlined in this document.

Communications

Municipalities are required to include government messaging as an insert to their tax notice, to inform property taxpayers of their approach to education property tax deferral. This communication will help to assure taxpayers the municipal approach is consistent with the government direction to property tax deferral.

This messaging is available at <https://www.alberta.ca/education-property-tax.aspx>

Municipal Implementation Actions

Municipal Action 1: Amend the relevant municipal bylaw, which imposes penalties on unpaid tax amounts in accordance with council direction, in line with one of the options listed in this document.

Municipal Action 2: Communicate the changes to ratepayers.

Municipal Action 3: Include the provided messaging from the provincial government as an insert or addendum to the property tax notice.

Municipal Action 4: Consider the development of flexible payment plans for non-residential property taxes for those ratepayers unable to make full payment in 2020.

Examples

The following examples would be an acceptable implementation of the program.

The individual taxpayer in these examples is a commercial property owner, holding a property with an assessed value of \$1,200,000. The municipal non-residential property tax rate is \$7.50 per \$1,000 of assessment, and the education non-residential property tax rate is \$3.75 per \$1,000 of assessment. The taxpayer's annual bill is \$13,500, comprised of \$9,000 in municipal taxes and \$4,500 in education taxes.

This taxpayer recognized the current economic situation and cancelled their monthly payment plan, and plans to pay annually.

The municipality's due date deadline is usually set at June 30.

15

Approach 1: Education Property Tax Deferral Only

- Provides education property tax deferral to September 30.
- Continues to require municipal non-residential property tax to be paid by June 30.
- Provides flexible payment plans for education property taxes not paid by September 30.
- Cumulative deferral is $\$4,500 \times 3 \text{ months} = \$13,500$.

Sample Taxpayer Implications

Month	April	May	June	July	August	September
Municipal	\$0	\$0	\$9,000	\$0	\$0	\$0
Education	\$0	\$0	\$0	\$0	\$0	\$4,500
Total	\$0	\$0	\$9,000	\$0	\$0	\$4,500

Approach 2: Equivalent Education Property Tax Deferral

- Provides municipal and education property tax deferral to July 30 – a deferral period of 1 month.
- Provides flexible payment plans for education property taxes not paid by July 30.
- Cumulative deferral is $\$13,500 \times 1 \text{ month} = \$13,500$.
- Because the $\$13,500$ cumulative deferral of both municipal and education property tax for an additional month past the due date effectively is the same as the deferral of only education property tax for 3 months in Approach 1, Approach 2 is considered equivalent.

Sample Taxpayer Implications

Month	April	May	June	July	August	September
Municipal	\$0	\$0	\$0	\$9,000	\$0	\$0
Education	\$0	\$0	\$0	\$4,500	\$0	\$0
Total	\$0	\$0	\$0	\$13,500	\$0	\$0

Key Contacts

For further information, please contact a Municipal Affairs program advisor toll-free by dialling 310-0000, then 780-422-7125, or by email at taxprogramdelivery@gov.ab.ca.

16

BYLAW OF THE SUMMER VILLAGE OF ISLAND LAKE, IN THE PROVINCE OF ALBERTA, TO IMPOSE PENALTIES ON UNPAID TAXES

WHEREAS, Section 344 and 345 of the Municipal Government Act, being Chapter M26, R.S.A. 2000, permits Council to pass a bylaw to impose a penalty on unpaid taxes, and

WHEREAS, the Council of the Summer Village of Island Lake, in the province of Alberta, deems it expedient to impose penalties on unpaid taxes, and

WHEREAS, the Taxes in the Summer Village of Island Lake are due and payable by September 30th, for the year in which the taxes are levied;

NOW THEREFORE, the Council of the Summer Village of Island Lake enacts as follows;

1. Where any taxes levied for the current year remain unpaid after September 30th, these outstanding taxes are subject to a penalty thereon in the amount of 6% on the first day of October, 6% on the first day of November, 6% on the first day of December.
2. For the purpose of section 1, a reference to "the outstanding taxes" shall be deemed not to include the amount of any penalties thereon.
3. Any taxes which are not paid on or before the 31st day of December of the current year, shall be deemed to be in arrears and shall be in each subsequent calendar year, subject to a penalty of 18% on the first day of January with respect to the amount of taxes so in arrears. This provision applies to any taxes which are levied but remain unpaid as of the 31st day of December, and to all taxes which may hereafter be deemed to be in arrears in accordance with section 345 of the Municipal Government Act.
4. THAT Bylaw No. 01-2017 is hereby repealed.
5. 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 21st day of April, 2020.

Read a second time on this 21st day of April, 2020.

Unanimous Consent to proceed to third reading on this 21st day of April, 2020.

Read a third and final time on this 21st day of April, 2020.



Municipal Government Act RSA 2000 Chapter M-26
Section 344 & 345

Signed this 21st day of April, 2020.

Mayor, Chad Newton

Chief Administrative Officer, Wendy Wildman

18



TERMS OF REFERENCE

Summer Village of Island Lake
Municipal Development Plan and Land Use Bylaw Steering Committee

March 2020

19

TABLE OF CONTENTS

TABLE OF CONTENTS	I
INTRODUCTION	1
STEERING COMMITTEE PURPOSE	1
SELECTION CRITERIA	1
GUIDING PRINCIPLES	2
STEERING COMMITTEE TASKS	3
MEMBERSHIP	3
STEERING COMMITTEE CHAIR	3
DECISION MAKING	4
STEERING COMMITTEE QUORUM	4
DELIVERABLES	4
TIMELINE AND SCHEDULES	4
MEETINGS AND ADMINISTRATIVE SUPPORT	5
PUBLIC PARTICIPATION	5



INTRODUCTION

This document outlines the purpose, mandate, roles, responsibilities, and ground rules for the Summer Village of Island Lake Municipal Development Plan and Land Use Bylaw Steering Committee. This is a living document and may be amended by the Steering Committee as required. Amendments to this document must be approved by the Summer Village of Island Lake Council. The Steering Committee may propose amendments for Council's consideration.

STEERING COMMITTEE PURPOSE

The primary purpose of the Steering Committee is to develop a new Municipal Development Plan (MDP) and Land Use Bylaw (LUB) for the Summer Village of Island Lake.

The Summer Village of Island Lake MDP and LUB will be considered for adoption by the Summer Village of Island Lake Council.

The outcome of this project will be:

- To ensure that the new MDP and LUB is consistent with the requirements in Part 17 of the Municipal Government Act and recent amendments thereto;
- Ensure that MDP and LUB policies and regulations reflect the existing character of the community and take into consideration the values of community members; and
- Incorporate watershed planning best practices into the MDP and LUB to help ensure that redevelopment and new development within the Summer Village is designed to minimize negative impacts on lake water quality and the watershed.

SELECTION CRITERIA

The Summer Village of Island Lake Council ("Council") will appoint the Steering Committee members.

Persons who meet the following requirements may apply in writing for appointment to the Steering Committee. Applications must confirm that they meet the requirements that are noted as "mandatory", and should address whether they meet the requirements noted as "preferred".

- Personal Requirements:
 - An owner of land within the Summer Village of Island Lake (mandatory).
 - An Interest in the future development of the Summer Village (mandatory).
 - Willing and able to work collaboratively as a team member (mandatory).
 - A creative thinker, willing and able to think "outside the silo" (mandatory).

21

- **Technical Requirements:**

- Must not be in a dispute with the Summer Village relating to any Summer Village Bylaw or any enforcement actions by the Summer Village (mandatory).
- Must not have an actual or perceived conflict between the applicant's personal interests, and their interests as a member of the Steering Committee (mandatory).
- Must be willing to agree in writing (if appointed) to abide by the same Code of Conduct that applies to members of Council (mandatory).
- Must be willing to acknowledge in writing (if appointed) that the member's work as part of the Steering Committee is public (not private) in nature, and consent in advance to the disclosure of the details of the member's work, and records relating to the member's work, on the Steering Committee in accordance with the *Freedom of Information and Protection of Privacy Act* (mandatory) .

- **Ability, Knowledge and Experience Requirements:**

- Ability to read, understand, analyze, and explain technical language relating to planning and development issues (preferred).
- Knowledge of the current Summer Village of Island Lake Land Use Bylaw (preferred).
- Prior experience in working in a committee setting (preferred).
- Prior experience in land use and/or development policy (preferred).

All applicants must provide a signed **Acknowledgment, Consent and Declaration** in the form set out in Schedule A to these Terms of Reference.

Council will select the members of the Steering Committee from among those applicants who meet the mandatory requirements, with preference to those who also possess one or more of the preferred requirements, and also considering which qualified applicants would work most effectively together as members of the Steering Committee to achieve a balanced diversity of skills, aptitudes and experience.

GUIDING PRINCIPLES

The Steering Committee will meet the following guiding principles to provide direction setting recommendations to the project consultant:

- Open and transparent direction setting process;
- Integration of social, economic, and environmental values;
- Strive for consensus decision-making;
- Work constructively, collaboratively, and in an inclusive manner;
- Recommendations must be based on the best available data;
- Ensure consistency with the Province's Land Use Framework, the Municipal Government Act, and the Water for Life Strategy, as well as other relevant plans and bylaws; and
- Respect each other's' perspectives.



STEERING COMMITTEE TASKS

The Steering Committee will be responsible for overseeing and providing direction to the project consultant throughout the duration of the planning process. The Steering Committee will also be responsible to ensure that all stakeholders have the opportunity to provide input into the planning process.

Committee members will participate in all key steps of the planning process. Specific responsibilities include:

- Attend all meetings;
- Articulating their community issues and interests;
- Reviewing relevant information and coming to meetings prepared;
- Sharing information and data sources that support analysis efforts;
- Exploring the consequences of alternative LUB strategies;
- Seeking areas of agreement and consensus;
- Reviewing and editing drafts;
- Keeping other community members current on progress and seeking prior direction from them on upcoming decisions and recommendations;
- Making recommendations concerning final content of the draft MDP and LUB.

A member that cannot attend a meeting may provide input in proxy through another member on items or decisions to be discussed at that meeting. To provide proxy input, the absentee member must send an email to the Steering Committee prior to the meeting indicating:

- Dates for which proxy input may occur; and
- The member that will be providing the proxy input.

MEMBERSHIP

The Steering Committee must have the capacity to address the variety of interests and perspectives within the Summer Village of Island Lake throughout the planning process.

The membership of the Steering Committee will include stakeholders who have an interest and could be affected by the outcomes of the MDP and LUB. A membership list will be maintained by the Steering Committee and updated as required.

The Steering Committee consist of the following representatives:

- Up to 5 members of the public-at-large,
- 1 member of the Watershed Planning & Advisory Council,
- 1 member of Council,
- 1 member of Summer Village Administration (non-voting member)
- 1 project consultant (non-voting member)

The Steering Committee's membership will consist of a minimum of 5 voting members.

23

STEERING COMMITTEE CHAIR

The Steering Committee Chair shall be elected by the members of the Steering Committee and shall serve for the duration of the project. The Chair shall be elected at the first Steering Committee meeting.

The Chair shall provide leadership to the Steering Committee, ensure that it carries out its mandate, and act as the primary liaison between the Steering Committee, Summer Village Administration, and the project consultants.

DECISION MAKING

The Steering Committee members are expected to represent the interests of the community and to ensure that solutions or recommendations proposed are appropriate. The Steering Committee will strive for consensus based decision-making for all issues including meeting agenda items, alternative options, scenarios identified and the final recommendations. A consensus-based process is a method by which the entire Steering Committee can come to a common agreement. Inputs and ideas of all participants are gathered, considered, and synthesized to arrive at a final decision acceptable for all.

If consensus is not reached, the Steering Committee will follow the following procedures:

- A proposal for resolution is put forward by a member to the Steering Committee.
- Discussions to amend or modify the proposal will occur within the Steering Committee.
- Those with opposing views will have the responsibility to put forward alternatives for discussion within two weeks of receiving the document (e.g. minutes, work plans, etc.). If a major concern is raised, the Steering Committee will hold a conference call to discuss/resolve concerns as a committee.
- If an agreement cannot be made, the area of disagreement will be documented and flagged for Council consideration.

If consensus cannot be reached, the Steering Committee will continue to work and submit the draft recommendations to the Summer Village of Island Lake Council and document the elements where consensus could not be achieved.

STEERING COMMITTEE QUORUM

A majority of membership shall constitute quorum. Attendance via phone or electronic means is acceptable.

DELIVERABLES

The following are the key deliverables for the Steering Committee:

- Draft Summer Village of Island Lake MDP
- Draft Summer Village of Island Lake LUB

TIMELINE AND SCHEDULES

The timelines and schedules for the planning process will be established by the Steering Committee. It is estimated that this project will take 12 months to complete.

MEETINGS AND ADMINISTRATIVE SUPPORT

All Steering Committee meetings shall be conducted in accordance with the Summer Village of Island Lake Procedure and Committee Bylaw (Bylaw No. 02-2016).

Most face-to-face meetings will be held in Edmonton in the Office of the project Consultant (Municipal Planning Services). When appropriate, conference calls will be used to minimize travel by Steering Committee members.

As all Steering committee members have busy schedules, the Steering Committee will establish a meeting schedule that extends throughout 2020. Meetings will be confirmed and a meeting location determined (or teleconference) at least two weeks in advance of the meeting date. If a meeting is not required, it will be cancelled at least one week in advance.

Tracking tasks, contracts, outcomes and decisions is a critical component for the Steering Committee's continued progress. As such, meeting minutes will be recorded with Action Items and Decisions logged in bold within the minutes. Meeting minutes will be circulated by email to the Steering Committee following each meeting. Meeting minutes will be approved at the subsequent Steering Committee meeting. Outstanding Action Item registry and Decision log will be reviewed at each meeting.

This project requires project management in the form of organizing meetings, tracking action items, sending correspondence, taking minutes and tracking decision items. Project management is provided by Municipal Planning Services and the Summer Village of Island Lake's Administration.

PUBLIC PARTICIPATION

All steering committee meetings are open to the public. Members of the public are not permitted to participate in Steering Committee discussions but may appear as a delegation before the Committee. Delegations shall be for a maximum of 10 minutes. Those wishing to appear as a delegation at a meeting must so advise the staff liaison a minimum of five (5) working days prior to the meeting.

If the Committee passes a resolution to enter a closed session in accordance with Section 197 of the Municipal Government Act, R.S.A. 2000, c. M-26, as amended, members of the public who are present at the meeting must leave the room in which the meeting is being held.



ISLAND LAKE Intermunicipal Development Plan



Newsletter | SPRING 2020

HELLO

Athabasca County and the Summer Villages of Island Lake and Island Lake South are undertaking the preparation of an **Intermunicipal Development Plan (IDP)**. The purpose of this Newsletter is to provide residents around Island Lake with background information about the project and outline opportunities for the community to get involved.

WHAT IS AN IDP?

An **IDP** is a high-level statutory land use plan prepared by two or more neighbouring municipalities that share a common border. An **IDP** ensures that future development and land policies are coordinated between municipalities and helps to reduce the possibility of future land use conflicts.

The purpose of this **IDP** is to ensure that long-term growth within the lake watershed is coordinated between the municipalities and to develop and implement consistent land management goals.

The goals and policies established in the **IDP** guide future growth by identifying general locations for future land uses. In addition to guiding future growth, if there is a disagreement between municipalities on development within the plan area, the **IDP** provide a framework for dispute resolution.

An IDP must address:



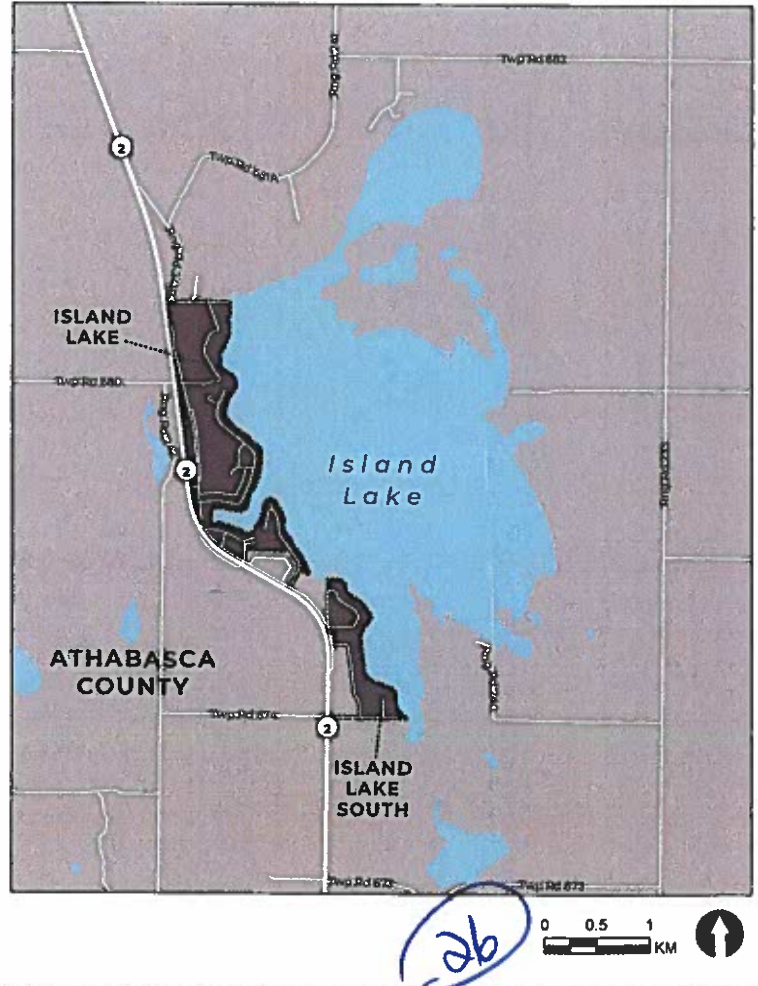
An IDP does not:

- Trigger annexation
- Rezone land within the municipalities
- Change municipal boundaries
- Impact property assessment

PROJECT OBJECTIVES

- Create an IDP that meets the requirements outlined by the *Municipal Government Act (MGA)*
- Provide clarity for future land uses and growth
- Provide a clear process for intermunicipal cooperation, communication and dispute resolution

REGIONAL CONTEXT

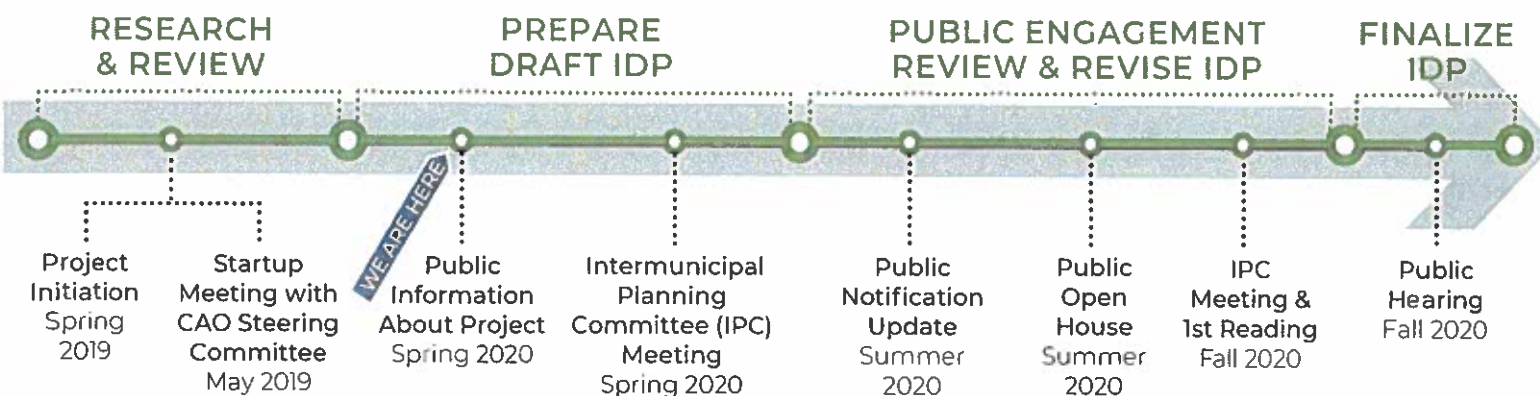


ISLAND LAKE Intermunicipal Development Plan

Newsletter | SPRING 2020



PROJECT TIME LINE



**Please note: Dates included in the Project Timeline are tentative and may be revised in response to COVID-19 physical distancing and gathering restrictions. To ensure the well-being of our communities, meetings will be undertaken in a manner consistent with Government of Alberta recommendations. Project information and meetings may be conducted electronically.*

OPPORTUNITIES FOR COMMUNITY INPUT

There will be opportunities throughout the spring and summer to get involved and provide feedback.

Online Survey

Please help us better understand your community and what you envision for the future by completing the **Online Survey** prior to **Friday May 15, 2020**. The survey is available on Survey Monkey at the following link:

<https://www.surveymonkey.com/r/SQW2GSQ>

Public Open House

There will be a **Public Open House** in the summer, with more information to follow as we get closer to the date. If you cannot attend but would like to be involved please provide MPS with your contact information so that we can provide you with updates.

What We Heard Report

Upon the closing of the **Online Survey** and after the **Public Open House** we will compile all the information and responses we received in person and online. Your feedback will be documented in a **What We Heard Report**. The report will be posted on the municipalities' websites and shared with the Councils.

This sounds interesting! How can I contact the Project Team?

If you have any questions or comments please do not hesitate to contact Municipal Planning Services.

Allison Rosland

Municipal Planning Services

a.rosland@munplan.ab.ca | 780-486-1991

Kim Bancroft

Summer Village of Island Lake South

bancroftkim@hotmail.com | 780-239-7323

Wendy Wildman

Summer Village of Island Lake

svislandlake@wildwillowenterprises.com | 780-967-0271

Shirley Moerman

Athabasca County

planning@athabascacounty.com | 780-675-2273

27

Island Lake IDP Survey

The purpose of this survey is to gather information from residents around Island Lake about their community and land use and planning activities in the Island Lake area.

1. Which community do you live in?

- ☐ Summer Village of Island Lake
- ☐ Summer Village of Island Lake South
- ☐ Athabasca County

2. How long have you resided in your community?

- ☐ <5 years
- ☐ 6-10 years
- ☐ >10 years
- ☐ N/A

3. Do you live at the lake seasonally or permanently?

- ☐ Seasonally
- ☐ Permanently
- ☐ N/A

4. Do you operate a business or service in your community?

- ☐ Yes
- ☐ No
- ☐ I operate a business in the community but live outside of the community

5. If yes, what type of business/service do you operate and how long have you been in operation?

6. Are you familiar with what an Intermunicipal Development Plan (IDP) is?

- ☐ Very familiar
- ☐ Somewhat familiar
- ☐ Not familiar

28

7. Do you have any concerns with the current types of development or land management practices around Island Lake?

- ☐ Yes
- ☐ No
- ☐ Don't Know

8. If yes, do you have any recommendations for how to address these concerns?

9. What types of development (in the future) would you like to see around Island Lake? (You may check all that apply)

- | | |
|---|--|
| <input type="checkbox"/> Limited country residential (1-2 acreages per quarter section) | <input type="checkbox"/> Agriculture |
| <input type="checkbox"/> Multi-lot country residential development (more than 2 acreages per quarter section) | <input type="checkbox"/> Resource Extraction |
| <input type="checkbox"/> Recreational developments | <input type="checkbox"/> Light Industrial |
| <input type="checkbox"/> Institutional development | <input type="checkbox"/> Commercial |

10. What types of development (in the future) would you be opposed to around Island Lake? (You may check all that apply)

- | | |
|---|--|
| <input type="checkbox"/> Limited country residential (1-2 acreages per quarter section) | <input type="checkbox"/> Agriculture |
| <input type="checkbox"/> Multi-lot country residential development (more than 2 acreages per quarter section) | <input type="checkbox"/> Resource Extraction |
| <input type="checkbox"/> Recreational developments | <input type="checkbox"/> Light Industrial |
| <input type="checkbox"/> Institutional development | <input type="checkbox"/> Commercial |

11. If you are opposed to some types of development, can you please tell us what your concerns are?

29

12. What makes you choose to live in, or do business, around Island Lake? (You may check all that apply)

- | | |
|---|---|
| <input type="checkbox"/> Easy access to the lake | <input type="checkbox"/> Local activities and attractions |
| <input type="checkbox"/> Easy to get to and from home | <input type="checkbox"/> Desirable types of housing |
| <input type="checkbox"/> Quiet, peaceful environment | <input type="checkbox"/> Community and culture |
| <input type="checkbox"/> Cost of living | |
| <input type="checkbox"/> Other (please specify) | |

13. What are your top priorities for the Intermunicipal Development Plan?

- | | |
|---|---|
| <input type="checkbox"/> Protecting agricultural lands | <input type="checkbox"/> Facilitating residential development |
| <input type="checkbox"/> Developing more recreational amenities | <input type="checkbox"/> Increasing commercial opportunities |
| <input type="checkbox"/> Protecting the environment and the watershed | <input type="checkbox"/> Improving transportation |
| <input type="checkbox"/> Increasing access to the lake | |
| <input type="checkbox"/> Other (please specify) | |

14. Are there transportation concerns like dangerous intersections, high volume traffic, etc?

- ☐ Yes
- ☐ No

If Yes, please describe:

15. What do you see as the key environmental considerations around Island Lake?

- | | |
|---|---|
| <input type="checkbox"/> Protecting from invasive species | <input type="checkbox"/> Development setbacks from environmental features |
| <input type="checkbox"/> Conserving existing natural areas | <input type="checkbox"/> Stormwater management |
| <input type="checkbox"/> Conserving existing tree cover | <input type="checkbox"/> Ensuring private septic systems aren't leaching |
| <input type="checkbox"/> Protecting the water quality of the watershed and lake | |
| <input type="checkbox"/> Other (please specify) | |

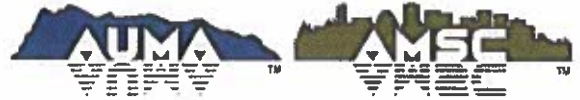
30

16. Is there anything else you would like to add?

17. Would you like to receive more information about this project electronically? If so, please provide us with your email address (We will only send you information about the project).

Your privacy is important to us. Any information you provide (including your email address) will not be provided to any other business, organization or individual. After the project is complete our records of your personal contact information will be destroyed.

31



A statement from AUMA President Barry Morishita: AUMA supports provincial government's education tax relief

Alberta's municipalities and AUMA support the provincial government's recent announcement of fiscal relief for residents and businesses of Alberta. The changes to the 2020 education tax requisition, which municipalities collect on behalf of the province, will relieve pressure on Albertans during this uncertain time.

Education property tax freeze

AUMA is pleased that the province has decided to cancel the increase to its education property tax requisition, which was announced in the 2020 Budget. This increased tax burden would have fallen on Alberta's residential property taxpayers and our already-suffering businesses. AUMA strongly advocated for the reversal of this increase, and we are grateful that the provincial government responded in this way.

Education property tax deferral

We also applaud the province for deferring its education property tax for businesses.

In addition, AUMA wishes to collaborate with the provincial government to enable municipalities to provide deferrals for the municipal portion of the property tax. Municipalities need flexibility so they can implement and set property tax payment deferrals in a manner that reflects their local circumstances.

We must emphasize that municipalities will have limited ability to defer property tax, as their cashflows are already strained. In order to be able to offer significant property tax deferrals for businesses, municipalities will require financial assistance from:

- **senior orders of government**, who can provide no-interest operating loans; and
- **the provincial government**, who can amend the *Municipal Government Act* to provide municipalities higher limits on operational borrowing.

We have reached out to the Government of Alberta to work out the details of how municipalities can be full partners in supporting economic recovery and growth.

Businesses, entrepreneurs, and workers in our communities are under a tremendous amount of stress, and Albertans rely on municipalities' critical services, now more than ever. As Premier Kenney has mentioned, we are facing a period of profound adversity. Municipalities share the same ambition as the provincial government for a strong and prosperous Alberta, and we look forward to sharing in brighter times ahead once we have weathered this time of uncertainty.

Media contact:

Carla Putnam Kerr

Communications Manager, AUMA

780-668-2436

32



March 19, 2020

Honourable Kaycee Madu
Minister of Municipal Affairs
132 Legislature Building
10800-97 Street
Edmonton, Alberta T5K 2B5

Dear Minister Madu:

AUMA is ready to collaborate with the Government of Alberta to support our communities during the current public health emergency. We applaud the \$60 million investment by the province in community services to support our most vulnerable citizens.

This balance of this letter will communicate to the Minister, AUMA's position for:

- A. The identification of opportunities for collaboration now and in the long-term.
- B. Identify previous Municipal Affairs priority initiatives that should be delayed allowing the Ministry and Municipalities to focus on and address the COVID-19 crisis and subsequent community recovery.

A. The identification of opportunities for collaboration now and in the long-term.

- Pandemic Response
 - Emergency Management – AUMA appreciates the willingness of the province and the Alberta Emergency Management Agency to share information with municipal associations as trusted stakeholders so we can better serve our members.
 - Residential and Business Support – together we can seek solutions to ensure Alberta's residents and businesses receive the essential services they rely on and to reduce their financial hardships.
- Infrastructure Investments
 - AUMA can help the province get infrastructure investments flowing quickly for shovel-ready projects. This includes leveraging the Investing in Canada Infrastructure Program and the Housing Partnership Framework to kick start our economy, while at the same time, addressing aging infrastructure in this province and ensuring all Albertans have access to safe and affordable housing.
 - AUMA also recommends that brownfield remediation and redevelopment should be considered as part of the province's infrastructure investment plan. More than 1,700 brownfields sit abandoned on Alberta main streets. Cleaning up these properties generate local economic activities and encourage long-term economic development.
- Relationship Development and Cultivation
 - The current public health crisis highlights the necessity of on-going government-to-government collaboration. AUMA is ready to collaborate with provincial ministries to

33

develop solutions and program changes that benefit both municipal and provincial governments.

- Long-term collaboration is essential and collaborating to address this crisis can facilitate a long-term relationship between AUMA and the Ministry. Solutions should be developed together, and other provincial ministries should be required to present and discuss programs or changes that could affect municipalities with both AUMA and the Ministry of Municipal Affairs.
- Red Tape Reduction
 - As part of this partnership, we should work together to identify and eliminate any red tape that interferes with a seamless approach to emergency management.

B. Identify previous Municipal Affairs priority initiatives that should be delayed allowing the Ministry and Municipalities to focus on and address the COVID-19 crisis and subsequent community recovery.

1. Further review and amendment to the *Local Authorities Elect Act* should be conducted following the 2021 local elections.
2. Further review of aspects of the *Municipal Government Act*, such as planning and development originally anticipated to take place this spring, should be delayed until the fourth quarter of 2020.
3. The deadline for Intermunicipal Collaboration Frameworks (ICFs) should be extended to April 1, 2021.
4. The Regulated Assessment Model Review should be put on hold. Instead, the municipal and industry associations should develop a temporary solution to assist the oil and gas sector while prices are low.
5. The invoicing of funds from municipalities under the new police funding model should be delayed until the province's 2021-22 fiscal year. This will properly align the flow of police funding from municipalities, to the actual implementation of additional police resources, which for all practical purposes will also occur in 2021.

AUMA looks forward to discussing how we can best support Albertans during this difficult time. If you would like to discuss this matter further, please feel free to contact me by email at president@auma.ca or on my cell phone at (403) 363-9224.

Sincerely,

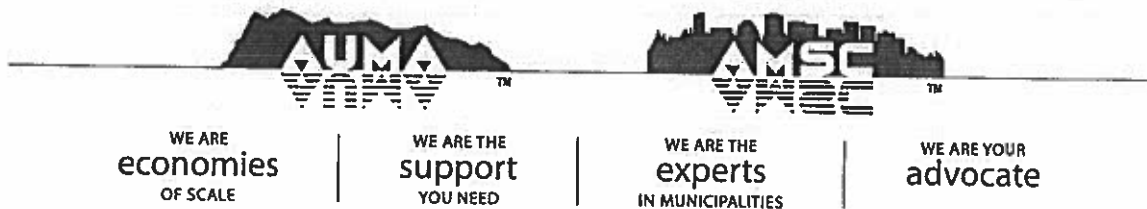


Barry Morishita
AUMA President

Cc:

Honourable Jason Kenney, Premier of Alberta
Honourable Doug Schweitzer, Minister of Justice and Solicitor General
Honourable Travis Toews, Minister of Treasury Board and Finance
Mayor Don Iveson, City of Edmonton
Mayor Naheed Nenshi, City of Calgary

34



March 19, 2020

Honourable Kaycee Madu
Minister of Municipal Affairs
132 Legislature Building
10800-97 Street
Edmonton, Alberta T5K 2B5

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 - The current public health crisis highlights the necessity of on-going government-to-government collaboration. AUMA is ready to collaborate with provincial ministries to

300 - 8616 51 Avenue, Edmonton, AB T6E 6E6 Toll Free: 310-AUMA (2862) Phone: 780-433-4431 Fax: 780-433-4454 auma.ca

Alberta Urban Municipalities Association

Alberta Municipal Services Corporation

35

develop solutions and program changes that benefit both municipal and provincial governments.

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Sincerely,




Barry Morishita
AUMA President

Cc:

Honourable Jason Kenney, Premier of Alberta
Honourable Doug Schweitzer, Minister of Justice and Solicitor General
Honourable Travis Toews, Minister of Treasury Board and Finance
Mayor Don Iveson, City of Edmonton
Mayor Naheed Nenshi, City of Calgary

36

VENDOR		VENDOR ID	DATE ISSUED	
SUMMER VILLAGE OF ISLAND LAKE		0000069839	06-Mar-2020	
DEPOSITED AT BANK: 021908989		DEPOSIT NO	DATE	AMOUNT
BRANCH: 08989	ACCOUNT: 00798679300	0068597593	10-Mar-2020	\$35,764.00
				TOTAL \$35,764.00
<p>PAYMTE D 00538 SUMMER VILLAGE OF ISLAND LAKE PO BOX 8 ALBERTA BEACH AB CAN T0E 0A0</p> 				

DEPOSIT NO: 0068597593		DEPOSIT DATE: 10-Mar-2020		
VOUCHER	DESCRIPTION/REASON FOR PAYMENT	INVOICE/CREDIT NOTE	AMOUNT	SUB-TOTAL
GI7906	0185-SUMMER VILLAGE OF ISLAND LAKE-GTF MUNICIPAL TOTALS[PROJECT] Total Payment From Municipal Affairs For Inquiries Call 780/427-7481	GTF-GTF-07872	\$35,764.00	\$35,764.00
DEPOSIT TOTAL				\$35,764.00

RECEIVED
MAR 12 2020

37

VENDOR		VENDOR ID	DATE ISSUED
SUMMER VILLAGE OF ISLAND LAKE		0000069839	03-Apr-2020
DEPOSITED AT BANK: 021908989		DEPOSIT NO	DATE
BRANCH: 08989	ACCOUNT: 00798679300	0068642105	07-Apr-2020
		AMOUNT	TOTAL
		\$539.00	\$539.00

PAYMTE D 00681
SUMMER VILLAGE OF ISLAND LAKE
PO BOX 8
ALBERTA BEACH AB
CAN T0E 0A0

DEPOSIT NO: 0068642105		DEPOSIT DATE: 07-Apr-2020	
VOUCHER	DESCRIPTION/REASON FOR PAYMENT	INVOICE/CREDIT NOTE	AMOUNT
ET006837	FCSS April Payment Total Payment From COMM & SOC SERV HEAD QUARTERS For Inquiries Call 825/468-4314	095261113FCSS040120	\$539.00
			SUB-TOTAL
			\$539.00
DEPOSIT TOTAL			\$539.00

38



Association of
SUMMER VILLAGES
OF ALBERTA

March 30, 2020

To Elected Officials and CAO's,

The Association of Summer Villages is pleased to provide an update from the Honorable Jason Nixon, Alberta Environment and Parks (AEP). In a recent letter to the ASVA President, Minister Nixon provided updates on Ice Fishing Huts and the Temporary Field Authorizations for Boat Mooring.

Ice Fishing Huts

The ASVA along with the Sylvan Lake Management Committee have been advocating for a process to identify the ownership of ice fishing huts. Being able to identify the owner of an ice fishing hut enhances an investigators' ability to compel a responsible party to remove huts before they become an environmental issue on and in our lakes.

The ASVA is happy to report that the inclusion of ice fishing hut ownership identification in the 2020 Alberta Guide to Sportfishing Regulations has occurred. Below is an excerpt from the 2020 regulations.

Ice Fishing

- *Identify all ice fishing shacks with your WiN number OR Name, Address and Phone number.*
- *Remove all ice fishing huts when ice is still safe to do so, prior to spring breakup.*

Boat Mooring and Temporary Field Authorization (TFA)

The ASVA has discussed the Boat Mooring issue with Minister Nixon on numerous occasions. Our request has always been to ensure that there is proper public consultation on the issue and that the ASVA would be happy to help facilitate that consultation with all Summer Villages.

In Minister Nixon's update he identified that AEP is refining options on how to address the management of docks and mooring structures. He confirmed that AEP department staff will engage the ASVA on this matter. He thanked us for our patience as they work through this issue.

39

3 April 2020



Impacts of Ministerial Order MSD: 022/20 on Subdivision and Development

On Wednesday, March 25, 2020 the Minister of Municipal Affairs signed Ministerial Order MSD 022/20 (the Order) which amends and increases the legislative timeframes for planning approvals, appeal processes, and enforcement procedures outlined in Part 17 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended (the Act). These changes have a significant impact on our processes, other development process, and the development industry.

The Order also impacts Parts of the Act related to taxation, assessment, municipal disputes, and municipal petitions. If you have questions or concerns about the impacts of the Order on these other Parts of the Act, please contact your municipal solicitor or assessor, as the case may be.

Changes to Subdivision and Development Timeframes

The Order extends the legislated deadlines imposed on the Subdivision Authority (SA) and the Development Authority (DA). Most significantly, this includes:

- the 20 day period given to the SA and DA to determine if an application for subdivision or development is complete;
- the 60 day period given to the SA to issue a decision for a subdivision application;
- the 40 day period given to the DA to issue a decision for a development permit;
- the appeal period for subdivision decisions for landowners, applicants for subdivision (if different than the landowner), Provincial agencies, and the municipality (if the municipality is not the SA); and
- the appeal period for development permits (both permitted and discretionary uses).

The date for each of the above mentioned events is now October 1, 2020.

The Order also extends the appeal period and the timeframe in which the SDAB or MGB may hear appeals to October 1, 2020. As a result:

- subdivisions issued after the effective date of the Order (or that have an appeal period that expires after the effective date of the Order) cannot be endorsed until after the end of the appeal period (October 1, 2020); and
- development permits issued after the effective date of the Order (or that have an appeal period that expires after the effective date of the Order) will not have an effective date until after October 1, 2020.

Any development that occurs before the appeal period expires will be at the risk of the proponent.

The Order has significant impacts on municipalities and developers and may in effect put a complete hold on a majority of development until after October 1, 2020.

These concerns and issues have been brought to the attention of Municipal Affairs, and it is our understanding that additional direction or guidance will be forthcoming from the Minister's Office as soon as next week.

However, until notice is received that the Order has been revised MPS recommends you **do not issue development permits or subdivision decisions**. Decisions issued at this time will be affected by the October 1, 2020 appeal period.

If you are dealing with any active subdivision applications or development permits and you have any questions or concerns, please contact our office.

Jane Dauphinee, Principal & Senior Planner
(780) 486-1991
j.dauphinee@munplan.ab.ca

Kyle Miller, Planner
(780) 486-1991
k.miller@munplan.ab.ca

40

[Print](#) | [Close Window](#)**Subject:** Potential April-May Fire Ban / OHV Restriction Forest Protection Area**From:** Nancey Havenga <Nancey.Havenga@gov.ab.ca>**Date:** Tue, Mar 31, 2020 10:06 am**To:** <v>

In a proactive initiative, Alberta Wildfire is considering a fire ban and OHV restriction in April/May.

As you know fire bans and OHV restrictions are common in our Forest Area early in the fire season due to environmental conditions. This year we have the added complication that COVID-19 may reduce our firefighting resources in the area and across the Province. For these reasons we are considering a possible fire ban and OHV restriction to reduce the number of human-caused fires during a time of potentially limited resources.

Last year, 71% of wildfires in Alberta were human caused. The majority of severe wildfires in Alberta start in the spring. The same is true in the Lac La Biche forest area where 88% of our wildfires were human caused, with the majority in the spring. Details of the fire ban and OHV restriction will be forthcoming, and will be based on environmental conditions and suppression resources. Despite the snow on the ground we have already recorded a wildfire in the area.

During the COVID-19 pandemic, and every day, the health and safety of our firefighters, support staff and the people of Alberta is our first priority. While aggressive public health measures continue to help limit the spread, Alberta Wildfire is taking necessary steps to ensure the safety and security of our staff.

We wanted to start this conversation now, so our partners will be prepared in case a fire ban and OHV restriction are necessary. We will share details as they become available.

Nancey Havenga
Wildfire Technologist
Lac La Biche Forest Area
Wildfire Management Branch | Forestry Division
Department of Agriculture & Forestry | Alberta
P 780-623-5275
C 780-404-5037

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41

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Subject: Fire Ban and OHV Restriction inside the FPA

From: Nancey Havenga <Nancey.Havenga@gov.ab.ca>

Date: Tue, Apr 14, 2020 3:47 pm

To: ! TOMASZYK <TOMASZYK@MCSNET.CA>, "svislandlake@wildwillowenterprises.com" <svislandlake@wildwillowenterprises.com>, ! GMBANCROFT <GMBANCROFT@SHAW.CA>, "bancroftkim@hotmail.com" <bancroftkim@hotmail.com>, ! VIVIANDRIVER <VIVIANDRIVER@MCSNET.CA>

Attach: image002.png

MinisterialOrder-007-2020.pdf

MinisterialOrder-006-2020.pdf

As per below please find attached the two ministerial orders, please note the allowances for the agriculture industry, industrial activity, and other uses etc...

It will take some time to communicate this to the greater public with a very educational approach to enforcement at this times.

Mike Tucker
Wildfire Prevention Officer
Forestry Division
Alberta Agriculture and Forestry
Tel. 780-623-5314

From: Mathew Christie <Mathew.Christie@gov.ab.ca> **On Behalf Of** WF AWCC Provincial Prevention Officer
Sent: April 14, 2020 2:43 PM

Good afternoon all,

Please find attached copies of the Ministerial Orders MO-006-2020 (Fire Ban) and MO-007-2020 (OHV Restriction) which will come into effect Wednesday April 15, 2020 at 1400hrs inside the FPA. It has been our intention to share this information with you as soon as possible and trust you understand the challenges we are facing.

Copies of the Ministerial Orders will be posted to the external website at:

<https://wildfire.alberta.ca/wildfire-status/ministerial-orders.aspx>

For the most up to date fire ban information please visit: www.albertafirebans.ca

The implementation of these ministerial orders is to ensure public safety during this COVID19 pandemic and minimize human caused wildfires when our province is historically most challenged with human caused wildfires.

Thank you for your assistance in wildfire prevention,

Mathew Christie, RPFT
Provincial Wildfire Prevention Officer, Alberta Agriculture and Forestry
Wildfire Management Branch
Government of Alberta

Get the latest information at [Alberta Wildfire](#)

42



ALBERTA
AGRICULTURE AND FORESTRY

*Office of the Minister
MLA, Innisfail-Sylvan Lake*

*Forest and Prairie Protection Act
RSA 2000, c.F-19*

MINISTERIAL ORDER

007/2020

PROHIBITION OF OPERATION OF OFF-HIGHWAY VEHICLES

As a fire hazard or burning hazard warrants a prohibition on the operation of off-highway vehicles, I, Devin Dreeshen, Minister of Alberta Agriculture and Forestry, HEREBY ORDER:

1. Subject to section 3 of this Order, the operation of any off-highway vehicle, for recreational purposes, is prohibited on all land located within those Fire Control Zones listed in section 2 of this Order.
2. This Order applies to the following Fire Control Zones:
 - a. All of Fire Control Zones 1 - 46, inclusive.
3. This Order does not apply to the use of any off-highway vehicle:
 - a. On private lands; or
 - b. By any individual when exercising a right recognized and affirmed under Part II of the Constitution Act, 1982 or a right under section 12 of the Natural Resources Transfer Agreement or when travelling to a location to exercise such a right.
4. In this Order, a Fire Control Zone refers to the corresponding numbered Fire Control Zone established in the Fire Control Regulation (Alberta Regulation 29/2005).
5. This Order is made pursuant to section 14(1) of the *Forest and Prairie Protection Act*.

43

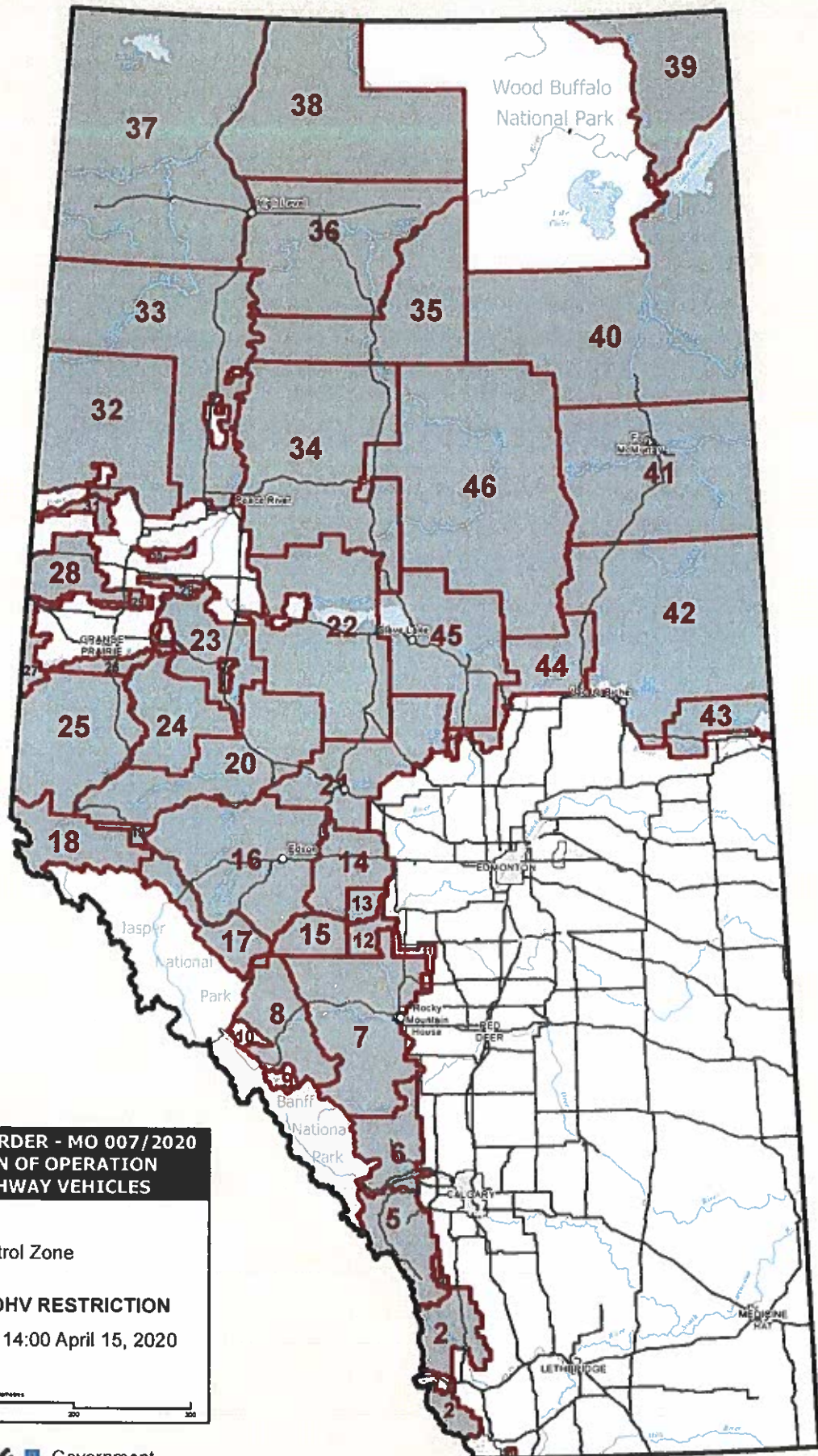
THIS ORDER comes into effect at 14:00 on April 15, 2020.

DATED this 7th day of April, 2020.

ORIGINAL SIGNED BY

Honourable Devin Dreeshen
Minister of Alberta Agriculture and Forestry

44



45



ALBERTA
AGRICULTURE AND FORESTRY

*Office of the Minister
MLA, Innisfail-Sylvan Lake*

*Forest and Prairie Protection Act
RSA 2000, c.F-19*

MINISTERIAL ORDER

006/2020

FIRE CONTROL ORDER

I, Devin Dreeschen, Minister of Alberta Agriculture and Forestry make the following Order pursuant to the *Forest and Prairie Protection Act* (the "Act"):

1. Pursuant to section 21 of the Act, I hereby:
 - a. SUSPEND all fire permits issued under the Act;
 - b. REQUIRE all outdoor fires presently burning, whether set under the authority of a fire permit or not, be extinguished; and
 - c. PROHIBIT the lighting of outdoor fireson all land, including privately owned land, within those Fire Control Zones listed in section 2.
2. This Order applies to the following Fire Control Zones:
 - a. All of Fire Control Zones 1- 46, inclusive.
3. Without limiting section 1, this Order expressly prohibits the use of each of the following:
 - a. Wood fires on public land, including, but not limited to, backcountry and random camping areas;
 - b. Wood fires in engineered facilities in campgrounds;
 - c. Wood fires on private land, including backyard fire pits;
 - d. Fires using charcoal briquettes;
4. This order expressly prohibits the use of each of the following:
 - a. Fireworks;
 - b. Exploding targets.

46

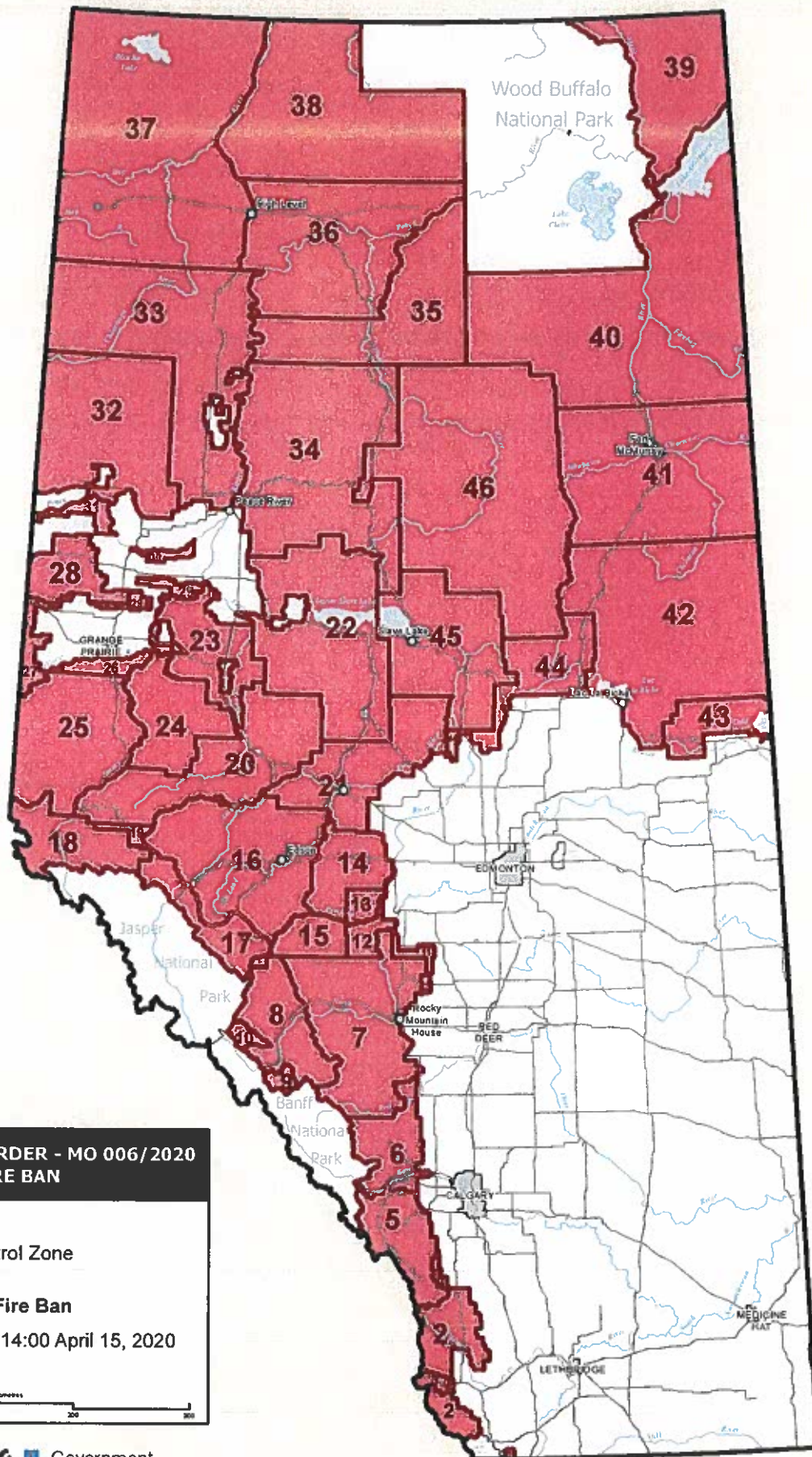
5. Notwithstanding sections 1 and 3 a forest officer may in writing:
- Reinstate a fire permit previously issued under the Act that was suspended pursuant to section 1 of this Order; or
 - Authorize the lighting of an outdoor fire that would otherwise be prohibited pursuant to section 1 or 3 of this Order, including but not limited to a fire for the burning of vegetation or debris resulting from land clearing or agricultural activities on farm land.
6. Any reinstatement or authorization under section 5 of this Order may be revoked at any time by further Ministerial Order or by notice in writing from a forest officer.
7. Sections 1 and 3 of this Order do not apply to:
- Portable propane fire pits, that are CSA approved or UL certified, within campgrounds, backcountry areas, random camping areas, and on private land;
 - Gas or liquid fuel cooking devices that are CSA approved or UL certified and are designed for cooking or heating, within campgrounds, backcountry areas, random camping areas, and on private land;
 - Catalytic or infrared style heaters, within campgrounds, backcountry areas, random camping areas, and on private land; and
 - Fires contained in industrial facilities or on industrial sites that have been approved by a forest officer.
 - Fires for the burning of vegetation or debris resulting from land clearing or agricultural activities on farm land with respect to which a subsisting permit has been issued under the Act prior to the effective date of this order.
8. In this Order, a Fire Control Zone refers to the corresponding numbered Fire Control Zone established in the Fire Control Regulation (Alberta Regulation 29/2005).
9. This Order does not apply to:
- Land within the boundaries of any urban municipality, as defined in the Act; and
 - Any land owned by the Government of Canada in respect of which the Minister responsible for the administration of the Act has not entered into a fire control agreement under section 6(b) of the Act.

THIS ORDER comes into effect at 14:00 on April 15, 2020.

DATED this 7th day of April, 2020.


ORIGINAL SIGNED BY

Honourable Devin Dreeshen
Minister of Alberta Agriculture and Forestry



48