

**SUMMER VILLAGE OF ISLAND LAKE
AGENDA**

Tuesday, May 21, 2024

Via Zoom

Commencing at 5 p.m.

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

1.	<u>Call to Order</u>		
2.	<u>Agenda</u>	a)	<p>May 21st, 2024, Regular Council Meeting</p> <p>Council Options</p> <ol style="list-style-type: none"> 1. THAT Council approve the May 21st, 2024, Regular Council Meeting Agenda as presented. 2. THAT Council approve the May 21st, 2024, Regular Council Meeting Agenda as amended.
3.	<u>Minutes:</u> <i>Attachment</i>	a)	<p>April 16th, 2024, Regular Council Meeting Minutes</p> <p>Council Options</p> <ol style="list-style-type: none"> 1. THAT Council approve the April 16th, 2024, Regular Council Meeting Minutes as presented. 2. THAT Council approve the April 16th, 2024, Regular Council Meeting Minutes as amended.
4.	<u>Delegation</u>	a)	<p>Development Officer Update</p> <p>Recommended Motion</p> <ol style="list-style-type: none"> 1. THAT Council accept the May 21st, 2024, Development Officer update as information.
	<i>Attachment</i>	b)	<p>2023 Financial Statements</p> <p>A member of Seniuk Accounting Firm will be in attendance to provide Council with an overview of the Financial Statements.</p> <p>Recommended Motion</p> <ol style="list-style-type: none"> 1. THAT Council approve the 2023 Financial Statements as presented.

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5.	<u>Request for Decision</u> <i>Attachment</i>	a)	<p>Operating Budget 2024</p> <p>In December 2023 Council approved the 2024 interim budget and 3 year operating plan. Today administration is presenting the 2024 Operating Budget for review, discussion, required amendments and approval.</p> <p>Recommended Motions</p> <ol style="list-style-type: none"> 1. THAT Council approve the 2024 Operating budget as presented.
	<i>Attachment</i>	b)	<p>Capital/Project Budget 2024</p> <p>In December 2023 Council approved the 2024 Capital Budget and 5-year Capital Plan, the attachment being presented outlines detail on the Capital Revenues and Expenditures for Council review.</p> <p>Recommended Motions</p> <ol style="list-style-type: none"> 1. THAT the Capital Budget/Project be received as information.
	<i>Attachment</i>	c)	<p>Requisitions 2024</p> <p>Administration is presenting the Requisitions that are included in the taxes collected by the Summer Village of Island Lake.</p> <p>Recommended Motions</p> <ol style="list-style-type: none"> 1. THAT the requisitions presented be received as information.
	<i>Attachment</i>	d)	<p>Real Property Reports Policy 2024-01</p> <p>Administration has developed this policy to ensure consistent and accurate information is disseminated from staff to the public concerning RPR requirements.</p> <p>Recommended Motions</p> <ol style="list-style-type: none"> 1. THAT the Real Property Reports Policy #2024-01 be accepted as presented. 2. THAT the Real Property Reports Policy #2024-01 be accepted as amended.

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	<p><i>Attachment sent under separate cover.</i></p>	<p>e)</p>	<p>AARCS TNR Feral Cat Program</p> <p>Administration has provided information to Council on the requirements of the AARCS TNR Program to address resident concerns over the increasing number of feral cats within the Summer Village. There are a number of considerations attached to the program (before and after) that the community must provide as indicated in the information package including accurate number and location of animals, access to trapping locations (including private property) and ensuring a community member(s) will provide food and shelter to the returned animals.</p> <p>Recommended Motions</p> <ol style="list-style-type: none"> 1. THAT Council maintain current practice with feral cats and educate the community on the dangers of feeding and caring for feral animals.
		<p>f)</p>	<p>Dock Placement on Municipal Reserve</p> <p>Following on-site meeting Council will discuss the options and provide direction to administration.</p> <p>Recommended Motions</p> <ol style="list-style-type: none"> 1. Will of Council.
	<p><i>Attachment sent under separate cover.</i></p>	<p>g)</p>	<p>Enforcement</p> <p>Administration has received the latest revision of the CPO Agreement from Athabasca County for CPO Services.</p> <p>Administration has noted the followings as changes from the previous one:</p> <ol style="list-style-type: none"> 1. Section 1 – Term of 2 years. 2. Section 4 – Fine Revenue Provision 3. Section 5 – Monthly maximum hours that must be specified in agreement. Anything over this amount is charged at 2 times the rate, unless hours are subtracted from the next month. 4. Section 6 – the Summer Village is able to schedule shifts, with additional costs. 5. Section 7 – Hourly rate increase to \$150.00

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			<p>6. Section 7 – additional costs for software, database updates, etc. Unsure of what the additional fees are.</p> <p>7. Section 7 – monthly administration fee of \$250.00</p> <p>8. Section 8 – Will the Summer Village be paying for insurance?</p> <p>Another option for consideration could be Rural Bylaw, the requirements from this organization are as follows:</p> <ol style="list-style-type: none"> 1. Annual Agreement 2. Services will be provided for stipulated days / weeks/months as agreed. <p>Recommended Motions</p> <ol style="list-style-type: none"> 1. THAT Administration work with Rural Bylaw on a contract to be presented and discussed at a special meeting.
6.	<p><u>Bylaw</u></p> <p><i>Attachment sent under separate cover.</i></p>	a)	<p>Tax Rate Bylaw</p> <p>The Provincial Government requires that Municipal Councils pass the Tax Rate Bylaw by May 31, each year.</p> <p>Bylaw # 02-2024 is being presented to council to set the tax rates for 2024.</p> <p>Recommended Motions</p> <ol style="list-style-type: none"> 1. THAT Council provide 1st reading to Bylaw # 02-2024 the 2024 Tax Rate Bylaw. 2. THAT Council provide 2nd reading to Bylaw # 02-2024 the 2024 Tax Rate Bylaw 3. THAT Council proceed to 3rd Reading at this meeting. 4. THAT Council provide 3rd Reading to Bylaw # 02-2024 the Tax Rate Bylaw.
7.	<p><u>Financial</u></p> <p><i>Forwarded under separate cover.</i></p>	a)	<p>Operating Statement April 30th, 2024.</p> <p>Recommended Motions</p> <ol style="list-style-type: none"> 1. THAT the April 30th, 2024, Operating Statement be received for information.
8.	<p><u>Councillors' Reports</u></p>	a)	<p>Mayor Newton</p>

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<p>9.</p>	<p><u>Administration Reports</u></p>	<p>b)</p> <p>c)</p> <p>a)</p> <p>b)</p>	<p>Deputy Mayor Fisher</p> <p>Speed Signs and Lights</p> <p>Councillor Wasmuth</p> <p>List to Joint Council</p> <p>Recommended Motions</p> <p>1. THAT Council reports be received as information.</p> <p>CAO</p> <p>The 2023 Audit has been completed.</p> <p>Continued work on enforcement solutions.</p> <p>Ongoing work with the consultants on the annexation study (preliminary meeting with Athabasca County was amiable and fair). Consultants will provide me an update prior to the June meeting.</p> <p>Tax Notice preparation is ongoing.</p> <p>The newsletter is currently being drafted and will be sent to Council for review by end of week.</p> <p>The Outstanding Items Report sent under separate cover.</p> <p>Administration</p> <p>Annual Meeting Update Spring Patrols Commencing Select Rentals starting bathroom cleaning weekly from May 16 thru to end of season.</p> <p>Recommended Motions</p> <p>1. THAT the Administrative reports be received as information.</p>
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10.	<u>Communications and Correspondence</u> <i>Attachments</i>		<ul style="list-style-type: none"> • Government of Alberta MAP Program Completions • Athabasca Waste Authority Appliance Roundup • Athabasca Waste Authority Transfer Sites Strategy • Alberta Summer Village Conference Registration <p>Recommended Motions</p> <p>1. THAT the Correspondence be received as information.</p>
11.	<u>Closed Session</u>		N/A
12.	<u>Next Meeting</u>		Next Meeting is scheduled for June 18 th , at 5:00 p.m. via zoom.
13.	<u>Adjournment</u>		

Next Meetings:

June 18, 2024	October 15, 2024
July 16, 2024	November 19, 2024
August 28, 2024	December 17, 2024
September 17, 2024	

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, APRIL 16, 2024
VIA ZOOM

Council: Mayor Newton
Deputy Mayor Fisher
Councilor Wasmuth

Administration: Chief Administrative Officer, Phyllis Forsyth
Administrative Assistant, Les Forsyth

1.	CALL TO ORDER	Mayor Newton called the meeting to order at 5:00 p.m.
2.	AGENDA	Amendments to the Agenda: Item 6.e - Dock Placement Item 6.f - Summer Villages Joint Council Meeting Item 7.d - Capital History
	24-045	MOVED by Mayor Newton THAT the April 16 th , 2024, Regular Meeting Agenda be approved as amended. <p style="text-align: right;">CARRIED</p>
3.	MINUTES	
	24-046	MOVED by Mayor Newton THAT the March 19 th , 2024, Regular Council Meeting Minutes be approved as presented. <p style="text-align: right;">CARRIED</p>
4.	DELEGATION	Development Update
	24-047	MOVED by Mayor Newton THAT Council receive the April 16 th , 2024 Development Officer report as presented for information. <p style="text-align: right;">CARRIED</p>
5.	BYLAWS	Parks and Reserves Bylaw #04-2023
	24-048	MOVED by Deputy Mayor Fisher

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, APRIL 16, 2024
VIA ZOOM

		<p>THAT Council give 3rd and final Reading to the Parks and Reserves Bylaw #04-2023.</p> <p style="text-align: right;">CARRIED</p>
6.	REQUEST FOR DECISION	
a.	24-049	<p>Speed Bumps</p> <p>MOVED by Mayor Newton THAT this item be tabled until next meeting to allow additional information to be gathered on costs of electronic speed signs, street lighting needs and additional input from traffic engineers.</p> <p style="text-align: right;">CARRIED</p>
b.	24-050	<p>Feral Cats</p> <p>MOVED by Mayor Newton THAT this item be tabled until next meeting to allow Administration time to evaluate and submit recommendations.</p> <p style="text-align: right;">CARRIED</p>
c.	24-051	<p>Summer Staff</p> <p>MOVED by Mayor Newton THAT Council accept the verbal report from Mayor and Deputy Mayor for information.</p> <p style="text-align: right;">CARRIED</p>
d.	24-052	<p>Annual Summer Meeting</p> <p>MOVED by Mayor Newton THAT Council agree to host the 2024 Island Lake Annual Meeting on August 03, 2024.</p> <p style="text-align: right;">CARRIED</p>
e.	24-053	<p>Dock Request</p> <p>MOVED by Mayor Newton THAT Administration and Council evaluate Reserve areas to determine suitable locations for dock placement and send this information to applicants for use in their application submissions.</p> <p style="text-align: right;">CARRIED</p>

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, APRIL 16, 2024
VIA ZOOM

f.	24-054	<p>Summer Villages Joint Council Meeting</p> <p>MOVED by Mayor Newton THAT Councilor Wasmuth forward discussed agenda items to organizers of the Joint Council Meeting.</p> <p style="text-align: right;">CARRIED</p>
7.	FINANCIAL	<p>Operating Statement March 31st, 2024</p> <p>a. 24-055 MOVED by Mayor Newton THAT the March 31st, 2024, Operating Statement be received for information.</p> <p style="text-align: right;">CARRIED</p> <p>Historical Financial Research</p> <p>b. 24-056 MOVED by Deputy Mayor Fisher THAT the historical financial research be received for information.</p> <p style="text-align: right;">CARRIED</p> <p>Budget 2024</p> <p>c. 24-057 MOVED by Mayor Newton THAT the 2024 Operating Budget be tabled to the next meeting.</p> <p style="text-align: right;">CARRIED</p> <p>Capital History</p> <p>d. 24-058 MOVED by Mayor Newton THAT the Capital History discussion be accepted for information.</p> <p style="text-align: right;">CARRIED</p>
8.	COUNCIL REPORTS	<p>24-059 MOVED by Mayor Newton THAT Council accept the Council Reports for information.</p> <p style="text-align: right;">CARRIED</p>

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, APRIL 16, 2024
VIA ZOOM

9.	<p>ADMINISTRATION REPORTS</p> <p>24-060</p> <p>NEXT MEETING</p>	<p>MOVED by Mayor Newton THAT Council accept the Administration Reports for information.</p> <p style="text-align: right;">CARRIED</p> <p>Next meeting is scheduled for May 21st, 2024 at 5:00 p.m. via ZOOM</p>
10.	<p>ADJOURNMENT</p> <p>24-061</p>	<p>MOVED by Mayor Newton THAT the Regular Council meeting for the Summer Village of Island Lake for April 16th, 2024, be adjourned at 7:28 p.m.</p>

 Mayor, Chad Newton

 Chief Administrative Officer, Phyllis Forsyth

SUMMER VILLAGE OF ISLAND LAKE
Financial Statements
Year Ended December 31, 2023

Draft for discussion purposes only

SUMMER VILLAGE OF ISLAND LAKE
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Year Ended December 31, 2023

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MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

The integrity, relevance and comparability of the data in the accompanying financial statements are the responsibility of management.

The financial statements are prepared by management, in accordance with Canadian Public Sector Accounting Standards. They necessarily include some amounts that are based on the best estimates and judgments of management. Financial data elsewhere in the report is consistent with that in the financial statements.

To assist in its responsibility, management maintains accounting, budget and other controls to provide reasonable assurance that transactions are appropriately authorized, that assets are properly accounted for and safeguarded, and that financial records are reliable for preparation of the financial statements.

Management reports directly to Council on an ongoing basis, carrying out its audit program to ensure internal controls and their application are reviewed and financial information is tested and independently verified by the auditor.

Prior to their submission to Council, the financial statements have been reviewed and recommended for approval by management. The financial statements have been audited by the independent firm of Seniuk and Company, Chartered Professional Accountants. Their report to the Council, stating their opinion, basis for opinion, other information, responsibilities of management and those charged with governance for the financial statements, and auditors' responsibilities for the audit of the financial statements, follows.

Ms. Phyllis Forsyth, CAO

Bruderheim, Alberta
May 07, 2024

INDEPENDENT AUDITOR'S REPORT

To the Members of Council of Summer Village of Island Lake

Opinion

We have audited the financial statements of Summer Village of Island Lake (the "municipality"), which comprise the statement of financial position as at December 31, 2023, and the statements of operations and accumulated surplus, changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the municipality as at December 31, 2023, and the results of its operations and cash flows for the year then ended in accordance with Canadian public sector accounting standards (PSAS).

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the municipality in accordance with ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with PSAS, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the municipality's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the municipality or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the municipality's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

(continues)

Independent Auditor's Report to the Members of Council of Summer Village of Island Lake (*continued*)

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the municipality's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the municipality's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the municipality to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Edmonton, Alberta
May 7, 2024

**Seniuk and Company,
Chartered Professional Accountants**

SUMMER VILLAGE OF ISLAND LAKE**Statement of Financial Position****December 31, 2023**

	2023	2022
FINANCIAL ASSETS		
Cash (Note 2)	\$ 166,996	\$ 286,216
Restricted cash (Note 2)	-	55,939
Taxes and grants in place of taxes receivable (Note 3)	64,706	37,799
Grants and receivables from other governments (Note 4)	134,289	4,198
	365,991	384,152
LIABILITIES		
Accounts payable	48,923	32,931
Deferred income (Note 6)	25,502	60,147
	74,425	93,078
NET FINANCIAL ASSETS	291,566	291,074
NON-FINANCIAL ASSETS		
Prepaid expenses	-	-
Tangible capital assets (Note 5)	1,409,784	1,461,744
ACCUMULATED SURPLUS	\$ 1,701,350	\$ 1,752,818

APPROVED ON BEHALF OF COUNCIL_____
Mayor_____
Councilor

SUMMER VILLAGE OF ISLAND LAKE
Statement of Operations and Accumulated Surplus
Year Ended December 31, 2023

	Budget (Unaudited) 2023	Actual 2023	Actual 2022
REVENUES			
Net municipal taxes (Schedule 1)	\$ 313,387	\$ 313,303	\$ 300,045
User fees	23,600	585	1,115
Government transfers for operating (Schedule 2)	26,296	162,849	20,721
Investment income	12,000	12,315	6,851
Penalties and costs of taxes	9,200	16,507	8,569
Licenses and permits	9,000	3,037	11,289
Other	-	2,973	67
	393,483	511,569	348,657
EXPENSES			
Administration and legislative	172,988	150,660	134,362
Protective services	26,300	26,482	21,040
Transportation services	190,756	199,564	205,188
Environmental services	46,000	199,558	54,729
Land use planning, zoning and development	21,695	18,322	27,418
Parks, recreation, family and community support	71,500	83,797	80,758
	529,239	678,383	523,495
DEFICIT FROM OPERATIONS	(135,756)	(166,814)	(174,838)
OTHER INCOME (EXPENSES)			
Government transfers for capital (Schedule 2)	135,756	115,346	81,568
ANNUAL DEFICIT	-	(51,468)	(93,270)
ACCUMULATED SURPLUS - BEGINNING OF YEAR	1,752,818	1,752,818	1,846,088
ACCUMULATED SURPLUS - END OF YEAR	\$ 1,752,818	\$ 1,701,350	\$ 1,752,818

The accompanying notes form an integral part of these financial statements

SUMMER VILLAGE OF ISLAND LAKE
Statement of Changes in Net Financial Assets
Year Ended December 31, 2023

	Budget 2023	2023	2022
ANNUAL DEFICIT	\$ -	\$ (51,468)	\$ (93,270)
Purchase of tangible capital assets	-	(136,030)	(111,727)
Decrease in prepaid expenses	-	1	839
Amortization of tangible capital assets	-	187,989	178,108
	-	51,960	67,220
INCREASE (DECREASE) IN NET FINANCIAL ASSETS	-	492	(26,050)
NET FINANCIAL ASSETS - BEGINNING OF YEAR	291,074	291,074	317,124
NET FINANCIAL ASSETS - END OF YEAR	\$ 291,074	\$ 291,566	\$ 291,074

The accompanying notes form an integral part of these financial statements

SUMMER VILLAGE OF ISLAND LAKE**Statement of Cash Flows****Year Ended December 31, 2023**

	2023	2022
OPERATING ACTIVITIES		
Annual deficit for the year	\$ (51,468)	\$ (93,270)
Item not affecting cash:		
Amortization of tangible capital assets	187,989	178,108
	136,521	84,838
Changes in non-cash working capital:		
Grants and receivables from other governments	(130,091)	61,361
Current taxes and grants in place of taxes	(26,907)	(12,324)
Accounts payable	15,993	10,489
Deferred income	(34,645)	30,143
Prepaid expenses	-	840
	(175,650)	90,509
Cash flow from (used by) operating activities	(39,129)	175,347
CAPITAL ACTIVITIES		
Cash used to acquire tangible capital assets	(136,030)	(111,727)
Cash flow used by capital activities	(136,030)	(111,727)
INVESTING ACTIVITIES		
Decrease (increase) in restricted cash	55,939	(46,673)
Cash flow from (used by) investing activities	55,939	(46,673)
INCREASE (DECREASE) IN CASH FLOW	(119,220)	16,947
Cash - beginning of year	286,216	269,269
CASH - END OF YEAR (Note 2)	\$ 166,996	\$ 286,216

The accompanying notes form an integral part of these financial statements

SUMMER VILLAGE OF ISLAND LAKE
Schedule of Property and Other Taxes
Year Ended December 31, 2023

(Schedule 1)

	Budget (Unaudited) 2023	2023	2022
TAXATION			
Real property tax	\$ 621,555	\$ 621,555	\$ 600,325
Linear property taxes	4,325	4,325	4,162
	625,880	625,880	604,487
REQUISITIONS			
Alberta school foundation	297,989	297,953	292,828
Seniors' housing requisition	14,504	14,624	11,614
	312,493	312,577	304,442
NET MUNICIPAL TAXES	\$ 313,387	\$ 313,303	\$ 300,045

Schedule of Government Transfers

(Schedule 2)

	Budget (Unaudited) 2023	2023	2022
TRANSFERS FOR OPERATING			
Provincial Government	\$ 26,296	\$ 149,505	\$ 20,721
Other Local Governments	-	13,344	-
	26,296	162,849	20,721
	26,296	162,849	20,721
TRANSFERS FOR CAPITAL			
Provincial Government	135,756	115,346	81,568
TOTAL GOVERNMENT TRANSFERS	\$ 162,052	\$ 278,195	\$ 102,289

Schedule of Expenditures by Object
Year Ended December 31, 2023

(Schedule 3)

	Budget (Unaudited) 2023	2023	2022
EXPENSES			
Salaries, wages & benefits	\$ 15,200	\$ 14,452	\$ 14,396
Contracted and general services	495,739	461,479	314,126
Materials, goods and utilities	4,450	1,882	4,323
Transfer to local boards and agencies	12,600	12,581	12,542
Amortization	-	187,989	178,108
Total Expenditures by Object	\$ 527,989	\$ 678,383	\$ 523,495

The accompanying notes form an integral part of these financial statements

SUMMER VILLAGE OF ISLAND LAKE
Schedule of Changes in Accumulated Surplus
Year Ended December 31, 2023

(Schedule 4)

	Unrestricted Surplus	Operating Reserves	Capital Reserve	Equity in Tangible Capital Assets	2023	2022
BALANCE, BEGINNING OF YEAR	\$ 190,897	\$ 7,000	\$ 93,178	\$ 1,461,743	\$ 1,752,818	\$ 1,846,088
Excess (deficiency) of revenues over expenses	(51,468)	-	-	-	(51,468)	(93,270)
Current year funds used to purchase of tangible capital assets	(136,030)	-	-	136,030	-	-
Annual amortization expense	187,989	-	-	(187,989)	-	-
	491	-	-	(51,959)	(51,468)	(93,270)
BALANCE, END OF YEAR	\$ 191,388	\$ 7,000	\$ 93,178	\$ 1,409,784	\$ 1,701,350	\$ 1,752,818

Draft for discussion purpose only

The accompanying notes form an integral part of these financial statements

SUMMER VILLAGE OF ISLAND LAKE
Schedule of Segmented Disclosure
Year Ended December 31, 2023

(Schedule 5)

	General Government	Protective Services	Transportation Services	Planning & Development	Recreation & Culture	Environmental Services	2023
REVENUE							
Net municipal taxes	\$ 313,303	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 313,303
Government transfers	19,150	-	13,344	122,872	7,484	-	162,850
User fees and sales of goods	585	-	-	-	-	-	585
Investment income	12,315	-	-	-	-	-	12,315
Other revenues	19,481	-	-	3,037	-	-	22,518
	364,834	-	13,344	125,909	7,484	-	511,571
EXPENSES							
Contract and general services	149,900	22,424	37,706	18,322	42,422	190,705	461,479
Salaries and wages	-	-	-	-	14,452	-	14,452
Materials, goods and utilities	761	-	-	-	1,123	-	1,884
Transfers to local boards	-	-	-	-	12,581	-	12,581
Amortization	-	4,058	161,858	-	13,219	8,854	187,989
	150,661	26,482	199,564	18,322	83,797	199,559	678,385
Excess (deficiency) of revenue over expenses before other	214,173	(26,482)	(186,220)	107,587	(76,313)	(199,559)	(166,814)
OTHER							
Government transfers for capital	-	-	110,756	-	4,590	-	115,346
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	\$ 214,173	\$ (26,482)	\$ (75,464)	\$ 107,587	\$ (71,723)	\$ (199,559)	\$ (51,468)

The accompanying notes form an integral part of these financial statements

SUMMER VILLAGE OF ISLAND LAKE
Schedule of Tangible Capital Assets
Year Ended December 31, 2023

(Schedule 6)

	Opening Balance	Additions and Transfers	Disposals, Impairments and Transfers	Closing Balance
For the year ended December 31, 2023				
Cost				
Land	\$ 34,276	\$ 20,684	\$ -	\$ 54,960
Land improvements	277,925	4,590	7,552	290,067
Buildings	168,015	-	-	168,015
Engineered structures	2,488,737	110,756	-	2,599,493
Assets under construction	7,552	-	(7,552)	-
Machinery and equipment	30,545	-	-	30,545
	3,007,050	136,030		3,143,080
Accumulated Amortization				
Land improvements	(66,336)	(12,719)	-	(79,055)
Buildings	(94,855)	(4,558)	-	(99,413)
Engineered structures	(1,363,459)	(170,030)	-	(1,533,489)
Machinery and equipment	(20,656)	(683)	-	(21,339)
	(1,545,306)	(187,990)	-	(1,733,296)
Net Book Value	\$ 1,461,744	\$ (51,960)	\$ -	\$ 1,409,784
For the year ended December 31, 2022				
Cost				
Land	\$ 7,251	\$ 27,025	\$ -	\$ 34,276
Land improvements	277,925	-	-	277,925
Buildings	168,015	-	-	168,015
Engineered structures	2,421,817	66,920	-	2,488,737
Assets under construction	-	7,552	-	7,552
Machinery and equipment	20,315	10,230	-	30,545
	2,895,323	111,727	-	3,007,050
Accumulated Amortization				
Land improvements	(54,274)	(12,062)	-	(66,336)
Buildings	(90,297)	(4,558)	-	(94,855)
Engineered structures	(1,202,313)	(161,146)	-	(1,363,459)
Machinery and equipment	(20,315)	(341)	-	(20,656)
	(1,367,199)	(178,107)	-	(1,545,306)
Net Book Value	\$ 1,528,124	\$ (66,380)	\$ -	\$ 1,461,744

Additions to assets under construction are reported net of those tangible capital assets placed in service during the year which are shown in their respective asset classifications.

SUMMER VILLAGE OF ISLAND LAKE

Notes to Financial Statements

Year Ended December 31, 2023

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Summer Village of Island Lake (the Municipality) are prepared by management in accordance with Canadian Public Sector Accounting Standards (PSAS). It is a municipality in the Province of Alberta, Canada and operates under the provisions of the Municipal Government Act, R.S.A., 2000, c. M-26, as amended (MGA). Significant aspects of the accounting policies adopted by the Municipality are as follows:

Basis of Accounting

The financial statements are prepared using the accrual basis of accounting. Revenues are accounted for in the period in which they are earned and measurable. Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Expenses are recognized as they are incurred and measurable based upon receipt of the goods and services and/or the legal obligation to pay.

Tax Revenue

Annually, the Municipality bills and collects property tax revenues for municipal purposes. Tax revenues are based on market value assessments determined in accordance with the Municipal Government Act (MGA) and annually established tax rates. Municipal tax rates are set each year by the Municipality Council in accordance with legislation and the Municipality Council approved policies to raise the tax revenue required to meet the Municipality's budget requirements. Tax revenues are recorded at the time tax billings are issued. Property assessments are subject to tax appeal. Expenses related to tax appeals and allowances are separately disclosed in the Schedule of Property and Other Taxes.

The Municipality also bills and collects education tax on behalf of the Province of Alberta (the Province). Education tax rates are established by the Province each year in order to fund the cost of education on a province-wide basis. Education taxes collected are remitted to the Province and are excluded from revenues and expenses in the Schedule of Property and Other Taxes (Schedule 1).

Segment disclosures

The Schedule of Segment Disclosures – Schedule 5 has been prepared in accordance with PS2700 Segment Disclosures. Segment disclosures are intended to enable users to better understand the government reporting entity as well as the major expense and revenue activities of the Municipality. For each reported segment, revenues and expenses represent amounts directly or reasonably attributable to the segment.

The segments have been selected based on a presentation similar to that adopted for the municipal financial planning and budget processes.

Segments include:

- a) Transportation Services includes roadway and parking services.
- b) Protective Services is comprised of police, traffic safety, bylaw enforcement and fire rescue.
- c) Recreation and Culture includes parks and recreation, community and family services, planning and corporate properties and public housing.
- d) General Government includes municipal administration and council governance.
- e) Planning and Development includes related services for the betterment of the municipality.
- f) Environmental Services include water, sewage, and garbage services.

(continues)

SUMMER VILLAGE OF ISLAND LAKE

Notes to Financial Statements

Year Ended December 31, 2023

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Cash and Short Term Investments

Cash and cash equivalents consist of cash on deposit, bankers' acceptances, treasury bills and commercial paper, at cost, which approximates market value. These cash equivalents generally mature within 90 days from the date of purchase, are capable of reasonably prompt liquidation and may be used to manage the Municipality's cash position throughout the year.

Investments

Investments are recorded at amortized cost. Investment premiums and discounts are amortized on the net present value basis over the term of the respective investments. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

Government Transfers

Government transfers are the transfer of monetary assets or tangible capital assets from other orders of government that are not the result of an exchange transaction and for which there is no expectation of repayment or direct financial return to the transferor in the future. The Municipality receives government transfers from the Federal and Provincial governments to fund operating and capital expenditures. These transfers to the Municipality are recognized as revenues when the transfers are authorized and all the eligibility criteria, if any, has been met except when and to the extent that the transfer gives rise to an obligation that meets the definition of a liability for the recipient. Prior to that time, any amounts received along with restricted interest thereon are recorded as deferred revenue.

Measurement Uncertainty

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates. Significant estimates include:

- Estimated accrued receivables.
- Useful lives for tangible capital assets.
- Assessment of impairment of long term assets.
- Estimated accrued payables.

Deferred Revenue

Deferred revenue comprises of funds received in advance of services performed or where the use of funds is externally restricted. These amounts are recognized as revenue in the period the service is performed or when the funds are used for the purpose specified. When agreements stipulate that interest earned on contributions should be restricted for a specific purpose that interest is treated as a contribution received and recorded as an addition to deferred revenue.

(continues)

SUMMER VILLAGE OF ISLAND LAKE

Notes to Financial Statements

Year Ended December 31, 2023

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Debt Charges Recoverable

Debt recoverable consists of long term debt amounts borrowed that are recoverable under loans or other financial arrangements made to non-profit organizations. These debt recoverable amounts are recorded at a value equivalent to the offsetting outstanding long term debt balances as at December 31. Loans are recorded at the lower of cost and net recoverable value. A valuation allowance in the debt recoverable is recognized when there is no longer any reasonable assurance of collection.

Requisition Over-levy and Under-levy

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

Land for Resale

Land for resale is recorded at the lower of cost and net realizable value. Cost includes amounts for land acquisition and improvements to prepare the land for sale or servicing.

Local Improvements

When a service or improvement is deemed to benefit a specific area more than the municipality as a whole, the project may be classified as a local improvement under the MGA to be paid in whole or in part by a tax imposed on the benefiting property owners. The property owners' share of the improvement is recognized as revenue and established as a receivable in the period that the project expenditures are completed.

Deposits

Deposits are held for the purposes of securing the compliance of a third party to contractual stipulations. Deposits are returned when compliance with contractual stipulations is determined. Deposits are recognized as revenue when a third party defaults on the contractual stipulations that the deposits were securing against.

Contaminated Sites Liability

(continues)

SUMMER VILLAGE OF ISLAND LAKE

Notes to Financial Statements

Year Ended December 31, 2023

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Contaminated sites are the result of a chemical, organic or radioactive material or live organism in amounts that exceed an environmental standard being introduced into soil, water or sediment. The Municipality recognizes a liability for remediation of contaminated sites when the following criteria have been met:

- an environmental standard exists,
- there is evidence that contamination exceeds an environmental standard,
- the Municipality is directly responsible or accepts responsibility for the contamination,
- it is expected that future economic benefits will be given up, and
- a reasonable estimate of the amount can be made.

Sites that are currently in productive use are only considered contaminated sites if an unexpected event results in remediation. In cases where the Municipality's responsibility is not determinable, a contingent liability may be disclosed.

The liability reflects the Municipality's best estimate, as of December 31, of the amount required to remediate non-productive sites to the current minimum standard of use prior to contamination. Where possible, provisions for remediation are based on environmental assessments completed on a site; for those sites where an assessment has not been completed, estimates of the remediation are completed using information available for the site and by extrapolating from the cost to clean up similar sites. The liability is recorded net of any estimated recoveries from third parties. When cash flows are expected to occur over extended future periods the Municipality will measure the liability using present value techniques. This liability is reported in the Statement of Financial Position.

Asset Retirement Obligations

Asset retirement obligations are a result of obligations associated with the retirement of tangible capital assets controlled by the municipality. A liability for a retirement obligation can apply to tangible capital assets either in productive use or no longer in productive use.

Non-Financial Assets

Non-financial assets are not available to discharge liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. Non-financial assets include tangible capital assets, inventory of materials and supplies, and other assets.

Tangible Capital Assets

Tangible capital assets are stated at cost which include all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less accumulated amortization of the tangible capital assets, is amortized on a straight-line basis at the following rates:

Land improvements	25 years
Buildings	20 - 25 years
Machinery and equipment	10 - 20 years
Engineered structures	15 - 40 years

The municipality regularly reviews its tangible capital assets to eliminate obsolete items.

Tangible capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

(continues)

SUMMER VILLAGE OF ISLAND LAKE

Notes to Financial Statements

Year Ended December 31, 2023

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Impairment of Long Lived Assets

The municipality tests for impairment whenever events or changes in circumstances indicate that the carrying amount of the assets may not be recoverable. Recoverability is assessed by comparing the carrying amount to the projected future net cash flows the long lived assets are expected to generate through their direct use and eventual disposition. When a test for impairment indicates that the carrying amount of an asset is not recoverable, an impairment loss is recognized to the extent the carrying value exceeds its fair value.

Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

Cultural and Historical Tangible Capital Assets

Works of art for display are not recorded as tangible capital assets but are disclosed.

Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

Reserves and Equity in Tangible Capital Assets

Certain amounts, as approved by Council, are designated within accumulated surplus as reserves for future operating and capital expenditures.

Equity in tangible capital assets is included within accumulated surplus. It represents the investment in tangible capital assets after deducting the portion financed by long term debt.

2. CASH, TEMPORARY INVESTMENTS, AND RESTRICTED CASH

	2023	2022
Cash	\$ 166,996	\$ 286,216
Restricted portion of cash	-	55,939
	\$ 166,996	\$ 342,155

Temporary investments are short term deposits with original maturities of one year or less. Not included in cash are funds held in trust of \$29,365 (2022 - \$27,251).

Restricted amounts received from municipal grants and are held exclusively for future approved projects. (Note 6)

SUMMER VILLAGE OF ISLAND LAKE**Notes to Financial Statements****Year Ended December 31, 2023****3. TAXES RECEIVABLES**

Taxes receivable are comprised of:

	2023	2022
Current taxes and grants in place of taxes	\$ 57,284	\$ 36,346
Arrears taxes and grants in place of taxes	7,422	1,453
	\$ 64,706	\$ 37,799

4. GRANTS AND RECEIVABLES FROM OTHER GOVERNMENTS

Grants and receivables from other governments are comprised of:

	2023	2022
Water feasibility study grant receivable	\$ 51,187	\$ -
Climate resilience capacity grant receivable	17,920	-
Municipal Sustainability Initiative capital grant receivable	59,174	-
Subtotal	128,281	-
Goods and services tax refundable	6,008	4,198
	\$ 134,289	\$ 4,198

5. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated amortization	2023 Net book value	2022 Net book value
Land	\$ 54,961	\$ -	\$ 54,961	\$ 34,276
Land improvements	290,066	79,055	211,011	211,589
Engineered structures	2,599,493	1,533,489	1,066,004	1,125,278
Assets under construction	-	-	-	7,552
Buildings	168,015	99,414	68,601	73,160
Machinery and equipment	30,545	21,338	9,207	9,889
	\$ 3,143,080	\$ 1,733,296	\$ 1,409,784	\$ 1,461,744

For additional information, see the Schedule of Tangible Capital Assets (Schedule 6).

SUMMER VILLAGE OF ISLAND LAKE

Notes to Financial Statements

Year Ended December 31, 2023

6. DEFERRED REVENUE

Deferred revenue is comprised of:

	2023	2022
Canada Community Building Fund	\$ -	\$ 50,132
Municipal Sustainability Initiative - Capital	19,605	5,807
Subtotal	19,605	55,939
Prepaid property taxes	5,897	4,208
	\$ 25,502	\$ 60,147

Municipal Sustainability Initiative - Capital

Funding from the Provincial Government was allocated to the Municipality in the current year from the Municipal Sustainability Initiative - Capital Grant. The grant funding is restricted to eligible capital projects, as approved under the funding agreements, which are scheduled for completion in the next few years. Unexpended funds related to the advance, less amounts receivable from the Provincial Government, are supported by restricted cash held exclusively for these projects (refer to Note 2.).

Canada Community Building Fund

Funding from the Provincial Government was allocated to the Municipality in the current year from the Canada Community Building Fund and is restricted to eligible capital projects, as approved under the funding agreement. Funds from this grant are being deferred for a future project. Any unexpended funds related to the advance are supported by restricted cash held exclusively for this project (refer to Note 2.).

7. DEBT LIMITS

Section 276(2) of the Municipal Government Act requires that debt and debt limits, as defined by Alberta Regulation 255/00 for the Summer Village of Island Lake, be disclosed as follows:

	2023	2022
Total debt limit	\$ 767,354	\$ 522,986
Total debt	-	-
Amount of debt limit unused	767,354	522,986
Debt servicing limit	127,892	87,164
Debt servicing	-	-
Amount of debt servicing limit unused	\$ 127,892	\$ 87,164

The debt limit is calculated at 1.5 times revenue of the Municipality (as defined in Alberta Regulation 255/00) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk, if further debt is acquired. The calculation taken alone does not represent the financial stability of the Municipality. Rather, the financial statements must be interpreted as a whole.

SUMMER VILLAGE OF ISLAND LAKE

Notes to Financial Statements

Year Ended December 31, 2023

8. EQUITY IN TANGIBLE CAPITAL ASSETS

Equity in tangible capital assets is comprised of:

	2023	2022
Tangible capital assets (Note 5.)	\$ 3,143,080	\$ 3,007,051
Accumulated amortization (Note 5.)	(1,733,296)	(1,545,307)
	\$ 1,409,784	\$ 1,461,744

9. SEGMENTED DISCLOSURE

The Summer Village of Island Lake provides a range of services to its ratepayers. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1.

Refer to the Schedule of Segmented Disclosure (Schedule 4).

10. SALARY AND BENEFITS DISCLOSURE

Disclosure of salaries and benefits for municipal officials, the Chief Administrative Officer and designated officers as required by Alberta Regulation 313/2000 is as follows:

			2023	2022
	Salary (1)	Benefits & allowances (2)	Total	Total
C. Newton - Councillor	\$ 1,200	\$ -	\$ 1,200	\$ 1,800
J. Wasmuth - Councillor	1,800	-	1,800	1,800
A. Fisher - Councillor	2,050	-	2,050	2,050
Chief Administrative Officer	78,833	-	78,833	73,269
Designated Officers (3 positions)	30,168	-	30,168	28,796
	\$ 114,051	\$ -	\$ 114,051	\$ 107,715

1. Salary includes regular base pay, bonuses, overtime, lump sum payments, gross honoraria and any other direct cash remuneration. Chief Administrative Officer's salary also includes amounts paid in subcontracting administrative support staff services.

2. Benefits and allowances figures also include the employer's share of the costs of additional taxable benefits including special leave with pay, financial and retirement planning services, concessionary loans, travel allowances, car allowances and club memberships.

11. FINANCIAL INSTRUMENTS

The municipality is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the municipality's risk exposure and concentration as of December 31, 2023.

(continues)

SUMMER VILLAGE OF ISLAND LAKE

Notes to Financial Statements

Year Ended December 31, 2023

11. FINANCIAL INSTRUMENTS *(continued)*

Credit risk

Credit risk arises from the possibility that taxpayers and entities to which the Municipality provides may experience financial difficulty and be unable to fulfil their obligations. The Municipality is subject to credit risk with respect to taxes and grants in place of taxes receivable and trade, and other receivables. The large number and diversity of taxpayers and customers minimizes the credit risk.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The municipality is exposed to this risk mainly in respect of its receipt of funds from its taxpayers and other related sources, and accounts payable.

Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the municipality manages exposure through its normal operating and financing activities. The municipality is exposed to interest rate risk primarily through its floating interest rate bank indebtedness and credit facilities.

12. CONTAMINATED SITES LIABILITY

The Municipality has adopted PS3260 Liability for Contaminated Sites. The Municipality did not identify any financial liabilities in 2023 (2022 – Nil) as a result of this standard.

13. ASSET RETIREMENT OBLIGATIONS

The Municipality has adopted PS3280 Asset Retirement Obligations. The Municipality did not identify any financial liabilities in 2023 (2022 – Nil) as a result of this standard

14. CONTRACTUAL OBLIGATIONS

The Summer Village has entered into a sponsorship agreement with the Athabasca Regional Multiplex Society to fund the waterslide. Commitments over the next few years are as follows:

Contractual obligation repayment schedule:

2024	\$	10,000
2025		10,000
2026		10,000
2027		10,000
2028		10,000
		<hr/>
	\$	<u>50,000</u>

15. APPROVAL OF FINANCIAL STATEMENTS

Council and management have approved these financial statements.

SUMMER VILLAGE OF ISLAND LAKE

Notes to Financial Statements

Year Ended December 31, 2023

16. COMPARATIVE FIGURES

Some of the comparative figures have been reclassified to conform to the current year's presentation.

17. BUDGET AMOUNTS

Budget amounts are included for information purposes only and are not audited.



SUMMER VILLAGE OF ISLAND LAKE

Operating Budget

General Ledger	Description	2024 Budget
Revenues		
1-00-11-000-00	Taxes - Residential	312,548.00
1-00-11-100-00	Taxes - Non-Residential Commercial	1,963.23
1-00-11-110-00	Taxes - Minimum Municipal	0.00
1-00-19-000-00	Taxes - Non-Residential Linear	4,411.63
1-00-51-000-00	Admin - Tax Penalties and Costs	9,476.00
1-00-55-000-00	Admin - Return on Investment	11,000.00
1-12-52-000-00	Admin - Tax Certificates	600.00
1-12-59-000-00	Admin - Misc/Fine Revenue	0.00
1-61-59-000-00	Development - Permits/Compliances	2,500.00
1-12-60-000-00	Development - Safety Codes	2,000.00
1-32-50-000-00	Grants - LGFF Operating	19,150.00
1-32-55-000-00	Grants - FCSS	6,659.98
1-32-84-000-00	Grants - Canada Day	800.00
1-32-15-000-01	Grants - Canada Summer Jobs	2,100.00
1-00-02-000-00	Reserve Transfers - Annexation	10,000.00
* Total Revenues		383,208.84
Council Expenses		
2-11-21-000-00	Council - Honorarium	6,000.00
2-11-21-100-00	Council - Travel & Subsistence	2,000.00
2-12-21-600-00	Council - Internet Expense Reimburse	1,850.00
2-12-97-000-00	Council - Donations	500.00
2-97-76-400-00	Projects - Multiplex	10,000.00
* Council Expenses		20,350.00
Administration Expense		
2-12-11-100-00	Admin - CAO Contract	71,000.00
2-12-13-100-00	Admin - WCB Fees	875.50
2-12-20-000-00	Admin - Conferences/Courses	0.00
2-12-21-100-00	Admin - Travel & Subsistence	1,000.00
2-12-21-500-00	Admin - Postage	1,000.00
2-12-21-700-00	Admin - Phone/Storage/Office/Internet	0.00
2-12-21-900-00	Admin - Website	500.00
2-12-22-000-00	Admin - Assessor Fees	14,000.00
2-12-22-200-00	Admin - Assessment/SDAB Appeal	10,000.00
2-12-22-400-00	Admin - Memberships	2,500.00
2-12-23-100-00	Admin - Audit	7,000.00
2-12-23-200-00	Admin - Legal	7,000.00
2-12-23-900-00	Admin - Elections	0.00
2-12-24-000-00	Admin - Advertising	1,000.00
2-12-25-000-00	Admin - Form Paper/Land Titles	200.00
2-12-25-000-01	Admin - Software Support/Add. Module	2,500.00
2-12-26-000-00	Admin - Annual Info Mtg/Mtg Room Fees	1,000.00
2-12-27-400-00	Admin - Insurance	7,500.00
2-12-30-000-00	Admin - Tax Recovery & Rebates	900.00
2-12-51-000-00	Admin - Office Supplies	2,400.00
2-12-51-200-00	Admin - Photocopying	0.00
2-12-81-000-00	Admin - Bank/Interest Charges	700.00
2-97-70-400-00	Reserves - Elections	1,275.00



SUMMER VILLAGE OF ISLAND LAKE

Operating Budget

General Ledger	Description	2024 Budget
* Total Administration Expense		132,350.50
Planning and Development		
2-22-23-000-00	Admin - Integrity Comm/Safety Codes	2,500.00
2-22-21-000-00	Development - DO Fees & Services	18,000.00
2-42-21-000-00	Development - Permit Fees	0.00
2-61-20-000-00	Development - Planning Services	500.00
2-97-77-200-00	Projects - Annexation (Reserves)	10,000.00
* TOTAL Planning and Development		31,000.00
Public Works		
2-32-23-000-00	Public Works - Signs	2,567.98
2-32-25-000-00	Roads - Contracted Services/Maintenance	55,000.00
* TOTAL Public Works		57,567.98
Protective Services		
2-23-35-000-00	Protective Services - Fire	6,695.00
2-23-36-000-00	Protective Services - Provincial Police	21,000.00
2-22-20-000-00	Protective Services - Bylaw Enforcement	6,180.00
* TOTAL Protective Services		33,875.00
Solid Waste		
2-43-20-000-00	Solid Waste - Regional Waste Commission	47,380.00
* TOTAL Solid Waste		47,380.00
Parks and Recreation		
2-62-31-000-00	Parks & Rec - Materials & Supplies	721.00
2-62-41-000-00	Parks & Rec - Bay Days, Community Events	3,090.00
2-62-42-000-00	Parks & Rec - FCSS Municipal Contr	0.00
2-72-20-000-00	Parks & Rec - Contracted Services	8,240.00
2-72-21-000-00	Parks & Rec - Grass Cutting	12,875.00
2-72-21-700-00	Parks & Rec - Public Access	1,030.00
2-72-21-730-00	Parks & Rec - Summer Staff	14,420.00
2-72-21-740-00	Parks & Rec - Wage Deductions	1,254.36
2-72-21-750-00	Parks & Rec - Playground Mainteneace	515.00
2-72-31-000-00	Parks & Rec - Fire Smart	0.00
2-72-51-000-00	Parks & Rec - Tree Removal	3,090.00
2-72-54-000-00	Parks & Rec - Utilities (Street Lights)	15,450.00
* TOTAL Parks and Recreation		60,685.36
**P Net Municipal Gain (Deficit)		0.00

*** End of Report ***



SUMMER VILLAGE OF ISLAND LAKE

Capital Budget

General Ledger	Description	2024 Budget
Grant Revenue		
1-00-74-000-00	Grants - CCBF	0.00
1-32-20-000-00	Grants - MSI Capital	19,604.00
1-32-73-000-00	Grants - LGFF Capital	46,000.00
1-32-70-000-00	Reserve Transfers	0.00
* TOTAL Grant Revenue		65,604.00
Projects Expense		
2-22-22-000-00	Projects - Trails	10,609.00
2-25-01-000-00	Projects - Boat Launch	25,000.00
2-97-77-100-00	Projects - Parks	8,995.00
2-97-11-100-00	Project - Ball Diamond	21,000.00
* TOTAL Projects Expense		65,604.00
** Variance		0.00

*** End of Report ***



SUMMER VILLAGE OF ISLAND LAKE

Budget

General Ledger	Description	2024 Budget
Requisition Revenue		
1-00-12-100-00	Requisition - Northern Lights Library	2,457.84
1-00-11-200-00	Requisition - Designated Industrial Tax	36.57
1-00-15-000-00	Requisition - Greater North Seniors	15,795.00
1-00-15-100-00	Requisition - School Residential	300,691.00
1-00-15-200-00	Requisition - School Non Residential	2,611.06
* TOTAL Requisition Revenue		321,591.47
Requisitions		
2-12-95-000-00	Requisition - Northern Lights Library	2,457.84
2-73-51-000-00	Requisition - Greater North Seniors	15,795.00
2-75-00-100-00	Requisition - School Residential	300,691.00
2-75-00-200-00	Requisition - School Non-Residential	2,611.06
2-75-00-210-00	Requisition - Designated Industrial Tax	36.57
2-73-52-000-00	Requisition - Over/Under Senior Levy	0.00
2-75-00-500-00	Requisition - Over/Under School Levy	0.00
* TOTAL Requisitions		321,591.47
** Difference		0.00

*** End of Report ***



Summer Village of Island Lake

Policy

Number	Title			
POLICY 2024-01	REAL PROPERTY REPORTS			
Approval	Approved		Last Revised	
(CAO initials)	Resolution No:		Resolution No:	
	Date:		Date:	

Purpose

To provide staff consistent guidelines and requirements for accepting Real Property Reports.

Definitions

“**Alberta Land Surveyor**” means a person who holds a certificate of registration and an annual certificate to engage in the practice of surveying under the Alberta Land Surveyors Act.

“**Encroachment**” means a structure or improvement that projects beyond the boundaries of the property or is constructed within an easement or right-of-way.

“**Land Use Bylaw**” means the Summer Village of Island Lake Land Use Bylaw.

“**Real Property Report (RPR)**” means a survey document prepared, signed, dated and stamped by an Alberta Land Surveyor, illustrating the location of all structures and visible improvements situated on a parcel of land relative to the property boundaries. The Real Property Report also shows any registered easements or right-of-ways affecting the property as well as any encroachments from or onto the property. It is a representation of the property on the date of survey.

“**Statutory Declaration**” means a written certificate of facts solemnly declared to be true by the person(s) signing the declaration before a Commissioner for Oaths.

Procedures

1. An applicant must submit an original Real Property Report for the site that has been produced by an Alberta Land Surveyor and is no more than six (6) months old.

2. A Real Property Report produced more than six (6) months, but no more than two (2) years prior may be accepted by the Development Officer if accompanied by a Statutory Declaration stating that no changes to the property have occurred. If there have been any changes, however slight, a new Real Property Report must be provided.
3. In situations where there is an enforcement history relating to the Summer Village of Island Lake Land Use Bylaw within the previous two (2) years, a new Real Property Report will be required, regardless of the Statutory Declaration.
4. Real Property Reports older than two (2) years, will not be accepted.

Legal References:

Revisions:

Resolution Number	MM/DD/YY

AR114508

May 9, 2024

Ms. Phyllis Forsyth
Chief Administrative Officer
Summer Village of Island Lake
PO Box 568
Bruderheim AB T0B 0S0

Dear Ms. Forsyth:

Thank you for your email of April 4, 2024, regarding the completion of all items identified in the 2022 Municipal Accountability Program (MAP) report for the Summer Village of Island Lake.

I commend the summer village for moving forward and addressing these items, and I am pleased to advise that the Summer Village of Island Lake 2022 MAP review has been completed to the satisfaction of the ministry.

On behalf of Municipal Affairs, I wish the summer village all the best for the future.

Yours truly,



Gary Sandberg
Assistant Deputy Minister

cc: Honourable Ric McIver, Minister, Municipal Affairs
Brandy Cox, Deputy Minister, Municipal Affairs
Nnamdi Njoku, Municipal Accountability Advisor, Municipal Affairs

APPLIANCE ROUND UP

Friday May 17th to Monday May 27th

(During each site's Normal Summer Days of Operation)

Fall Round-Up: August 30th – Sept 9th, 2024

Appliances without Freon include washers, dryers, furnaces, hot water tanks, dish washers, and stoves. They are accepted at all sites any time at a cost of \$10.00/ea

During a Spring or Fall Round-Up any items above are free to drop off at any Athabasca Commission Site during normal operating hours.

Appliances with Freon include fridges, freezers, water coolers and air conditioning units. They are accepted at all sites any time at a cost of \$20.00/ea.

During a Spring or Fall Appliance Round-Up any units with freon have a reduced cost of \$10.00/ea. at any Athabasca Commission Site during normal operating hours.

Commercial Business appliances with Freon are accepted at the Athabasca and Boyle site at a cost of \$60.00/ea. and are not included in the residential round-up.

DID YOU KNOW?

- **Transfer Sites are for light residential use only.**
(Household waste and recyclables, light renovation, and light yard waste)
- **Large Loads and Commercial Contractor Waste** must go direct to Landfill or may be accepted if sorted at the Athabasca Transfer Site.
- **Furniture, Mattresses, and Box Springs** delivered direct to the Athabasca Regional or Boyle Landfill are free to dispose of.

FIRE SMART CLEAN UP

Friday May 17th to Monday May 27th

(During each site's Normal Summer Days of Operation)

Fees for disposing of Leaves, Grass and Branches will be waived at all Athabasca Regional Waste Transfer Sites

Click on the link below to make your property Fire Safe!

[Begins-at-Home-Guide-With-Self-Assessment-WEB.pdf \(firesmartcanada.ca\)](https://www.firesmartcanada.ca/Begins-at-Home-Guide-With-Self-Assessment-WEB.pdf)

Large Loads, tree trunks larger than 6" and stumps are not acceptable at the Transfer Sites

NO DUMP TRAILERS OR DUMP TRUCK LOADS

Large Loads may be acceptable at the Athabasca Regional Landfill or the Boyle Landfill at set tip fees. Please call for information and Hours of Operation.



Athabasca Transfer Site

40yd DUMP TRAILER BINS 1 and 2

Dump'n Go

- Customers may use at their own risk.
- All Loads Must be weighed and charged by the Metric Tonne.

Mixed Construction and Renovation Waste **\$140.00/t**

(can be accepted at Boyle Landfill \$80.00/t – Regional \$100/t)

Asphalt Shingles **\$ 90.00/t**

(can be accepted at Boyle or Regional Landfill \$45.00/t)

Mixed Unsorted Loads **\$180.00/t**

(household waste accepted at Regional Landfill \$80.00/t – first 500kgs free for residents)

(construction waste accepted at Boyle Landfill \$80.00/t or by load assessment)

- **NO Rock, Concrete, Asphalt, Trees/Stumps, Dirt, Treated Wood**



**Inform Users to Dump into the voids of the bin.

***If Bin Full have them ask to have another bin opened.



Box 90 Athabasca AB T9S 2A2

telephone: (780) 675-1117

facsimile: (780) 675-8881

email: arwmsc@mcsnet.ca

www.athabascaregionalwaste.com

Landfill Waste Management / Recycle Processing and Marketing / Waste and Recycle Collection

May 10, 2024

Athabasca Regional Waste Members Councils

(via email)

Athabasca County, Town of Athabasca, Village of Boyle and the Summer Villages of: Bondiss, Mewatha Beach, Island Lake, South Island Lake, Whispering Hills, South Baptist, West Baptist and Sunset Beach.

Re: Transfer Sites Long Term Strategy

Resolution #24-22 Motion by Curtis Schoepp to direct administration to correspond to member councils asking for their feedback on proposed scenarios.

The Board of Directors have been continually reviewing its Transfer Site Strategies and at the last meeting on April 26th, 2024, they reviewed cost saving scenarios that could assist in reducing costs to the operation of Transfer Sites.

In October of 2023 a draft strategy document (attached) was distributed to the members for information and the opportunity to provide feedback.

The cost-saving scenarios presented to the Board at its last meeting identified 3 specific materials that increase costs to Transfer Sites.

- 1.) **Large Appliances** – they are *bulky, lightweight, and specifically units with freon when serviced at rural sites are costly as equipment and labor to manage the units is required. Stockpiling on site is an issue as contractors now require huge volumes before they are even interested in taking the metal away. Keeping metal on site is also an attraction for unwanted afterhours salvagers.*
- 2.) **Furniture Mattresses and Box Springs** – *light weight, bulky and take up a lot of space in a bin reducing bin weights and creating frequent bin transfers.*
- 3.) **Wood Piles for Burning** – *Sites where equipment has to be brought in to push up piles based on volumes adds costs. Loads that come in with stumps and dirt make the piles slow to burn and difficult to extinguish if needed. With the past years' lack of snow accumulation, it was challenging to know when to burn and due to fast melts and wind the Whisper Hills pile had to have a water truck and hoe go in and extinguish it.*

Another management issue with burn pits is the ash, it is currently as needed hauled to landfill after accumulation. In 2023 that cost was 16k for the Whisper Hills site and there is still more to haul out. (2024 Budget 16k)

In 2000, Rural Transfer Sites were built to provide local residents with a place for their daily or weekly waste and recyclables. They were not built for businesses or contractors or built to accept dump trailers. The Athabasca site, the Boyle site and the Regional Landfill is what was in place for businesses and contractors and larger volume materials.

Today and then, the materials that are the most cost-effective to manage at the transfer sites is essential household waste that is generated in the home from day-to-day activities. Light renovation waste and light metals are also very manageable at the sites. In the spring of 2025 recyclables (household paper, plastics, tin cans and cardboard) will no longer be a cost to the Commission as the Extended Producer Responsibility (EPR) will fund those collections.

Proposed Scenarios that were presented and discussed are to only accept large appliances, furniture, mattresses, and box springs at sites where personnel and equipment are available to manage the materials more cost effectively (Athabasca, Boyle and Regional). In addition, cost savings would be realized in the frequency of bin transfers from the sites. It should be noted these materials are not everyday items and that users only occasionally or rarely need to dispose of them.

If the above scenario was considered for implementation it was suggested that material acceptance be phased out over a period of time whilst providing educational information to users about the changes.

For Burn Piles, already being re-enforced is the re-direction of large trees, stumps, and large volumes direct to a landfill and no dump trailer loads at Transfer Sites.

For discussion residential waste can be categorized as Essential or Non-Essential Waste. **Essential Waste** is generated from a household's day to day activities. (organics and recyclables) and are typically the types of waste a town, village or city would provide service door to door for their residents.

Non-Essential Waste items like furniture, mattresses, box springs and appliances are items that most users may only require to visit a site once a year or more or they may buy a new appliance and mattress and the retailer takes back and disposes of the old one. In some communities a large bin event is organized for those materials on an annual or semi-annual basis.

As per the motion please discuss and provide feedback and comments on the Proposed Scenarios.

If more information is required, please contact me at any of the means above.

Thank-you,



Robert Smith
CAO / Commission Manager



Association of
SUMMER VILLAGES
OF ALBERTA

“Navigating the Challenges Together”

May 01, 2024

[RE: ASVA’s 2024 66th Annual Conference and AGM – October 17 & 18, 2024 - Online Registration is Open](#)

Good morning, Summer Village Mayors and CAO’s;

An email was recently sent to you from ASVA’s Executive Director, and this is a follow up to that email, informing you that Registration for the upcoming ASVA Conference is now open. ASVA will be hosting the Association’s 66th Annual Conference October 17 & 18, 2024 at the Sandman Signature Sherwood Park Hotel (901 Pembina Road, Sherwood Park, AB, T8H 0Y7). Join us in hearing what our conference speakers have to say, visit the trade show, and enjoy the evening banquet, awards ceremony, silent auction and entertainment, fun to be had by all.

Please click on the link to register, or go to www.asva.ca to register and check out further details.

<https://www.eventbrite.ca/e/asva-2024-conference-agm-navigating-challenges-together-oct-17-18-tickets-880332858277>

ASVA is a non-for-profit Association, and seeks your valued support by registering for this year’s Conference.

ASVA is also requesting your consideration for the following:

- a cash sponsorship and/or
- an item for the silent auction.

The publicity you will receive from your cash sponsorship or silent auction item donation consists of the following exposure of your Municipality to:

- the Mayors, Deputy Mayors and Councilors from 51 Summer Villages in Alberta;
- Reeves and County Managers/CAO’s within the Region;
- Ministers, and MLAs from various areas and departments with the Government Alberta.

If you choose to provide a Silent Auction item, please contact ASVA’s Executive Director Kathy Krawchuk at execdirector@asva.ca, and identify the value of your item, who it is from, along with an email address and contact name.



Association of
SUMMER VILLAGES
OF ALBERTA

If you choose become a Sponsor, below is how you will be recognized, when payment is received before **September 1st, 2024**. There is great value in being a Sponsor at the Conference.

Sponsorship Level	Sponsorship Amount	Tradeshow Display Table Included	# of Breakfast, Snacks, Lunch & Banquet Tickets Provided with Sponsorship	# of Breakfast, Snacks, & Lunch Tickets Provided with Sponsorship	Recognized as a Sponsor in the Agenda Pkg.	Recognized on Power Point	Self-Introduction of the Company to the Delegates & Intro of Guest Speaker	Sponsor Name Sign at Coffee Station	Sponsor LOGO in ASVA Annual Report	Sponsor Logo displayed on ASVA Website
TITLE	\$4,000+	YES	6	0	YES	YES	YES	NO	YES	YES
PLATINUM	\$2,000+	YES	4	0	YES	YES	NO	NO	YES	YES
GOLD	\$1,000+	YES	2	0	YES	YES	NO	NO	YES	YES
SILVER	\$500+	YES	0	2	YES	YES	NO	NO	YES	YES
BRONZE	\$300+	NO	0	0	YES	YES	NO	NO	YES	NO
COFFEE/HEALTH BREAK	\$250+	NO	0	0	YES	YES	NO	YES	NO	NO

Thank you in advance for your consideration. As always, we appreciate your support. Hope to see everyone there.

Sincerely,

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA

President, ASVA

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