

**SUMMER VILLAGE OF ISLAND LAKE  
AGENDA**

**Wednesday, August 28, 2024  
Via Zoom**

**Commencing at 5 p.m.**

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

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1.	<u>Call to Order</u>		
2.	<u>Agenda</u>	a)	<p><b>August 28<sup>th</sup>, 2024, Regular Council Meeting</b></p> <p><b>Council Options</b></p> <ol style="list-style-type: none"> <li>1. THAT Council approve the August 28<sup>th</sup>, 2024, Regular Council Meeting Agenda as presented.</li> <li>2. THAT Council approve the August 28<sup>th</sup>, 2024, Regular Council Meeting Agenda as amended.</li> </ol>
3.	<p><u>Minutes:</u></p> <p><i>Attachment 3a</i></p>	a)	<p><b>July 16<sup>th</sup>, 2024, Regular Council Meeting Minutes</b></p> <p><b>Council Options</b></p> <ol style="list-style-type: none"> <li>1. THAT Council approve the July 16<sup>th</sup>, 2024, Regular Council Meeting Minutes as presented.</li> <li>2. THAT Council approve the July 16<sup>th</sup>, 2024, Regular Council Meeting Minutes as amended.</li> </ol>
4.	<u>Delegation</u>	a)	<p><b>Development Officer Update</b></p> <p><b>Recommended Motion</b></p> <ol style="list-style-type: none"> <li>1. THAT Council accept the August 28<sup>th</sup>, 2024, Development Officer update as information.</li> </ol>
5.	<u>Request for Decision</u>	a)	<p><b>ASVA Conference</b></p> <p>The ASVA has announced the dated for the upcoming conference to be held at the Sandman Signature Sherwood Park on October 17 and 18, 2024.</p> <p>This in-person event will feature engaging sessions, networking opportunities, and more. Don't miss out on this chance to learn, connect, and grow with fellow professionals. Let's navigate these challenges together and come out stronger than ever!</p> <p>Banquet tickets are included in your Registration Fee of \$349.00, however, "extra banquet" tickets may be purchased with your Registration for an additional \$65;</p>

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Wednesday, August 28, 2024

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Commencing at 5 p.m.

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			<p>Registration Deadline is September 30, 2024, unless otherwise noted.</p> <p><b>Recommended Motion:</b></p> <p>1. THAT Council approve _____ attending the 2024 ASVA Conference with costs to be covered through reimbursement to member(s).</p>
		b)	<p><b>Meeting with Residents to discuss Water Line</b></p> <p><b>Council Options</b></p> <p>1. THAT Council set _____ as a Special Meeting to meeting with residents to discuss water line project in person at _____.</p>
	<i>attachment</i>	c)	<p><b>Golf Carts on Municipal Roads</b></p> <p>The Government of Alberta has implemented a pilot project for the operation of golf carts within municipalities.</p> <p><b>Council Options</b></p> <p>1. THAT Administration work with the province to implement the operation of golf carts on summer village roads.</p>
7.	<p><b><u>Financial</u></b></p> <p><i>Forwarded under separate cover.</i></p>	a)	<p><b>Operating Statement July 31<sup>st</sup>, 2024.</b></p> <p><b>Recommended Motion</b></p> <p>1. THAT the July 31<sup>st</sup>, 2024, Operating Statement be received for information.</p>
8.	<p><b><u>Councillors' Reports</u></b></p>	<p>a)</p> <p>b)</p> <p>c)</p>	<p><b>Mayor Newton</b></p> <p><b>Deputy Mayor Fisher</b></p> <p><b>Councillor Wasmuth</b></p> <p><b>Recommended Motion:</b></p> <p>1. THAT the Council reports be received as information.</p>

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10.	<b><u>Communications and Correspondence</u></b>		N/A
11.	<b><u>Closed Session</u></b>		N/A
12.	<b><u>Next Meeting</u></b>		Next Meeting is scheduled for September 17, 2024, at 5:00 p.m. via zoom.
13.	<b><u>Adjournment</u></b>		

Next Meetings:

September 17, 2024	November 19, 2024
October 15, 2024	December 17, 2024

SUMMER VILLAGE OF ISLAND LAKE  
COUNCIL MEETING MINUTES  
TUESDAY, JULY 16<sup>TH</sup>, 2024  
VIA ZOOM

Council: Mayor Newton  
Deputy Mayor Fisher  
Councilor Wasmuth

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

<b>1.</b>	<b>CALL TO ORDER</b>	Mayor Newton called the meeting to order at 5:05 p.m.
<b>2.</b>	<b>AGENDA</b>  <b>24-096</b>	<p><b>AMMENDMENTS TO THE AGENDA:</b>  5 b) Water Line Extension  5 c) Letter of No Objection for R3 Dock Application</p> <p><b>MOVED</b> by Deputy Mayor Fisher  <b>THAT</b> the July 16<sup>th</sup>, 2024, Regular Meeting Agenda be approved as amended.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>3.</b>	<b>MINUTES</b>  <b>24-097</b>	<p><b>MOVED</b> by Mayor Newton  <b>THAT</b> the June 18<sup>th</sup>, 2024, Regular Council Meeting Minutes be approved as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>4.</b>	<b>DELEGATION</b>  <b>24-098</b>	<p><b>Development Update</b></p> <p><b>MOVED</b> by Mayor Newton  <b>THAT</b> Council receive the July 16<sup>th</sup>, 2024 Development Officer report as presented by Administration for information.</p> <p style="text-align: right;"><b>CARRIED</b></p>

SUMMER VILLAGE OF ISLAND LAKE  
COUNCIL MEETING MINUTES  
TUESDAY, JULY 16<sup>TH</sup>, 2024  
VIA ZOOM

<b>5.</b>	<b>REQUEST FOR DECISION</b>	
a.	<b>24-099</b>	<p><b>Consolidation of Lots 188 and 190 Lakeshore Drive</b></p> <p><b>MOVED</b> by Mayor Newton          THAT Council approve the consolidation of Lots 188 and 190 Lakeshore Drive with Administration providing a Letter of Approval and guidance to the property owner, who will be responsible for completing the land survey and consolidation and any associated fees.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	<b>24-100</b>	<p><b>MOVED</b> by Mayor Newton          THAT taxes for Lots 188 and 190 Lakeshore Drive be maintained as assessed.</p> <p style="text-align: right;"><b>CARRIED</b></p>
b.	<b>24-101</b>	<p><b>Water Line Extension</b></p> <p><b>MOVED</b> by Deputy Mayor Fisher          THAT Mayor Chad Newton be named as the Summer Village of Island Lake Representative for the Waterline Extension Advisory Committee.</p> <p style="text-align: right;"><b>CARRIED</b></p>
c.	<b>24-102</b>	<p><b>Letter of No Objection for R3 Dock Application</b></p> <p><b>MOVED</b> by Councilor Wasmuth          THAT a Letter of No Objection be provided for submission with the R3 dock application received from K. Merry.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>6.</b>	<b>FINANCIAL</b>	
	<b>24-103</b>	<p><b>Operating Statement June 30<sup>th</sup>, 2024.</b></p> <p><b>MOVED</b> by Councilor Wasmuth          THAT the June 30<sup>th</sup>, 2024, Operating Statement be received for information.</p> <p style="text-align: right;"><b>CARRIED</b></p>

SUMMER VILLAGE OF ISLAND LAKE  
COUNCIL MEETING MINUTES  
TUESDAY, JULY 16<sup>TH</sup>, 2024  
VIA ZOOM

7.	<b>COUNCIL REPORTS</b>  24-104	<b>MOVED</b> by Mayor Newton THAT Council Reports be received as information.  <p style="text-align: right;"><b>CARRIED</b></p>
8.	<b>ADMINISTRATION REPORTS</b>  24-105	<b>MOVED</b> by Deputy Mayor Fisher THAT the Administration Reports be received as information.  <p style="text-align: right;"><b>CARRIED</b></p>
9.	<b>CORRESPONDENCE</b>	N/A
10.	<b>NEXT MEETING</b>	Next meeting is scheduled for August 28 <sup>th</sup> , 2024 via Zoom.
11.	<b>ADJOURNMENT</b>	Meeting was adjourned at 6:25 p.m.

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

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

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**Current as of June 14, 2024**

(no amdt)

**ALBERTA REGULATION 114/2024**

**Traffic Safety Act**

**PILOT PROJECT (GOLF CARTS) REGULATION**

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### Definitions

#### 1 In this Regulation,

- (a) “Act” means the *Traffic Safety Act*;
- (b) “designated highway” means a highway that has been designated by a participating municipality in accordance with this Regulation as a highway on which a person may operate a golf cart and includes a crossing location;
- (c) “golf cart” means a motor vehicle designed by a manufacturer primarily to transport golfers and golf equipment on golf courses;
- (d) “golf cart bylaw” means a bylaw made by a participating municipality under this Regulation respecting golf cart use on designated highways within that municipality;
- (e) “golf cart permit” means a written authorization in any form that
  - (i) is issued by a participating municipality, and
  - (ii) authorizes the operation of a golf cart on designated highways in the participating municipality;
- (f) “manufacturer” means a person engaged in the business of
  - (i) designing golf carts, and
  - (ii) building golf carts or producing kits to build golf carts;
- (g) “nighttime” means the period commencing one hour after sunset and ending one hour before the following

sunrise;

- (h) “participating municipality” means a municipality with a golf cart bylaw in effect;
- (i) “subsisting” when used in relation to a golf cart permit or an approval of the Registrar means that, at the relevant time, the golf cart permit or the approval of the Registrar is current and has not expired nor been suspended or cancelled.

#### **Application**

**2** This Regulation does not apply with respect to a golf cart that is a commercial vehicle unless the commercial vehicle is owned by a participating municipality and is operated by an employee of the participating municipality in the course of the employee’s employment.

#### **Golf cart pilot project established**

**3** A project is established to evaluate the use of golf carts on highways.

#### **Municipal bylaw**

**4(1)** In accordance with this section, if a municipality determines that it is advisable to participate in the project established in section 3, a municipality may make a bylaw respecting golf cart use on highways within the municipality.

**(2)** Notwithstanding section 16 of the Act, a golf cart bylaw must

- (a) designate highways on which a person may operate a golf cart,
- (b) include the provisions required under section 6, and
- (c) provide for a system of permits for golf carts that operate on designated highways.

**(3)** Notwithstanding section 16 of the Act, a golf cart bylaw may

- (a) designate or provide for the designation of highways on which a person may park a golf cart,
- (b) include duties, obligations, prohibitions and requirements respecting golf carts that are equal to or

greater than the duties, obligations, prohibitions and requirements in this Regulation,

- (c) impose a fee for a golf cart permit,
- (d) specify that a contravention of or a failure to comply with the golf cart bylaw is an offence, and
- (e) prescribe or otherwise provide for penalties with respect to the contravention of the golf cart bylaw.

(4) Notwithstanding the limit related to the direction, control and management of highways in section 13 of the Act, a municipality may make a golf cart bylaw respecting golf carts on

- (a) a highway under the municipality's direction, control and management, and
- (b) a provincial highway as defined in the *Highways Development and Protection Act* that is in the municipality.

(5) A municipality making a golf cart bylaw shall ensure that signs are erected in accordance with section 13 before the municipality's golf cart bylaw comes into force.

(6) A golf cart bylaw must come into force on a date that is on or after the date of the approval of the Registrar under section 8.

(7) A golf cart bylaw has no effect unless there is a subsisting approval by the Registrar under section 8.

(8) A golf cart bylaw must comply with this Regulation.

#### **Use on low-speed highways only**

**5(1)** Subject to subsection (2), when, in a golf cart bylaw, a municipality designates a highway on which a person may operate a golf cart, the municipality shall not designate a highway with a maximum speed limit higher than 50 km/h.

(2) In a golf cart bylaw, a municipality may designate a location where a golf cart operator may drive the golf cart across a highway that has a maximum speed limit higher than 50 km/h.

**Registrar bylaw requirements**

**6(1)** The Registrar may specify provisions that are required to be included in a golf cart bylaw.

**(2)** The Registrar shall publish the required provisions, if any, on the website of the Minister's Department.

**Changes to Registrar bylaw requirements**

**7(1)** The Registrar may add, remove and modify provisions that a municipality is required to include in a golf cart bylaw under section 6.

**(2)** If the Registrar has approved a golf cart bylaw, the Registrar shall notify the participating municipality in writing of the additions, removals or modifications under subsection (1).

**Submission to and approval of Registrar**

**8(1)** A municipality shall submit a golf cart bylaw made by the municipality to the Registrar for approval.

**(2)** With the golf cart bylaw, the municipality shall submit to the Registrar

(a) a document that, in relation to highways designated for golf cart operation,

(i) explains why the highways were selected for designation in the golf cart bylaw, and

(ii) demonstrates consideration of

(A) collision statistics for the designated highways,

(B) traffic volume for the designated highways, and

(C) whether the designated highways are primarily used for local or recreational traffic,

and

(b) any additional information or documents requested by the Registrar.

**(3)** The Registrar may approve the golf cart bylaw if

- (a) the Registrar is satisfied with the golf cart bylaw and with the information and documents provided under subsection (2),
- (b) the bylaw complies with this Regulation, and
- (c) in the opinion of the Registrar, it is in the public interest to approve the golf cart bylaw.

(4) The Registrar shall provide written notice to the municipality of the Registrar's decision to approve or not to approve the bylaw.

#### **Exemptions**

**9(1)** Subject to subsection (3), if a golf cart has a subsisting golf cart permit issued under a golf cart bylaw that has a subsisting approval of the Registrar, a person operating the golf cart is exempt from

- (a) section 51 of the Act and all requirements related to operator's licences in the Act or the regulations under the Act,
- (b) section 52 of the Act and all requirements related to registration in the Act or the regulations under the Act,
- (c) section 53 of the Act and all requirements related to licence plates in the Act or the regulations under the Act,
- (d) section 54 of the Act and all requirements related to insurance in the Act or the regulations under the Act,
- (e) the *Operator Licensing and Vehicle Control Regulation* (AR 320/2002), except Part 5 of that Regulation,
- (f) the *Vehicle Equipment Regulation* (AR 122/2009), and
- (g) Division 13 of Part 1 of the *Use of Highway and Rules of the Road Regulation* (AR 304/2002).

(2) Subject to subsection (3), if a golf cart

- (a) has a subsisting golf cart permit issued under a golf cart bylaw that has a subsisting approval of the Registrar, and
- (b) does not have signalling devices, head lamps, stop lamps and hazard warning lamps that comply with the *Vehicle Equipment Regulation* (AR 122/2009),

a person operating the golf cart is exempt from all signalling, headlamp, stop lamp and hazard warning lamp requirements of the *Use of Highway and Rules of the Road Regulation* (AR 304/2002), including sections 9, 10, 11, 15(2), 24, 35, 49 and 88(2).

- (3) The exemptions in subsections (1) and (2) only apply if the golf cart is being operated
- (a) on a designated highway within the participating municipality that issued the golf cart permit for the golf cart,
  - (b) in compliance with this Regulation, and
  - (c) in compliance with the golf cart bylaw of the participating municipality that issued the golf cart permit.

**Amendment or repeal of bylaw**

**10(1)** Subject to subsections (2) and (3), if a participating municipality amends a golf cart bylaw approved under section 8, the participating municipality shall submit the amendment to the Registrar for approval in accordance with section 8.

(2) If an amendment to a golf cart bylaw by a participating municipality only removes the designation of a highway for golf cart operation or parking,

- (a) the participating municipality shall notify the Registrar of the amendment within 30 days of the amendment coming into force, and
- (b) the approval of the Registrar is not required for the amendment.

(3) If a participating municipality repeals the golf cart bylaw and does not replace it with a new golf cart bylaw,

- (a) the participating municipality shall notify the Registrar of the repeal within 30 days of the repeal, and
- (b) the approval of the Registrar is not required for the repeal.

(4) If an approval of the Registrar is required for an amendment to a golf cart bylaw, the amendment to the golf cart bylaw has no effect unless approved by the Registrar in accordance with section 8.

**Amendment due to change  
in Registrar requirements**

**11(1)** Subject to subsection (2), if

- (a) a participating municipality has a golf cart bylaw approved under section 8, and
- (b) under section 7, the Registrar adds or modifies the provisions that a municipality is required to include in a golf cart bylaw,

the participating municipality shall amend its golf cart bylaw to comply with the additional or modified requirements and submit the golf cart bylaw amendment to the Registrar for approval in accordance with section 8.

**(2)** If the change in the requirements of the Registrar only removes a provision that a participating municipality is required to include in its golf cart bylaw under section 7, subsection (1) does not apply.

**(3)** If an amendment to a golf cart bylaw is required under subsection (1), the amendment to the golf cart bylaw has no effect unless approved by the Registrar in accordance with section 8.

**(4)** If a participating municipality does not submit an amendment to its golf cart bylaw to the Registrar for approval within 60 days of a notice under section 7(2) of a change in provision requirements, the Registrar may suspend or cancel the Registrar's approval of the golf cart bylaw.

**(5)** Section 12(2) to (4) apply to a suspension and a cancellation under subsection (4).

**Suspension or cancellation of  
Registrar's approval**

**12(1)** The Registrar may suspend or cancel the approval of a golf cart bylaw under section 8.

**(2)** The Registrar shall give notice in writing of the suspension or cancellation to the municipality.

**(3)** If the Registrar has suspended the approval of a golf cart bylaw, the Registrar may, on notice in writing to the participating municipality,

- (a) cancel the Registrar's approval of the bylaw, or



(b) end the suspension.

(4) If the approval of the Registrar is suspended or cancelled, the golf cart bylaw has no effect and the municipality shall notify a person with a golf cart permit that the golf cart bylaw has no effect.

#### **Sign requirement**

**13** A participating municipality shall erect signs at locations determined by the participating municipality indicating that there may be golf carts on highways in the participating municipality.

#### **Prohibitions and obligations**

**14(1)** A person shall not operate a golf cart on a highway except on a designated highway.

(2) A person shall not park a golf cart on a designated highway unless authorized by a golf cart bylaw.

(3) A person shall not operate a golf cart on a designated highway except in accordance with

(a) this Regulation, and

(b) a golf cart bylaw that has a subsisting approval of the Registrar under section 8.

(4) A person shall not operate a golf cart on a designated highway in a participating municipality unless there is a subsisting golf cart permit issued by the participating municipality in respect of the golf cart.

(5) A person who is less than 14 years old shall not operate a golf cart on a designated highway.

(6) A person shall not operate a golf cart on a designated highway during nighttime.

(7) A person shall not operate a golf cart on a designated highway if the number of passengers in the golf cart exceeds the number of passenger seats available.

(8) A person shall not use a golf cart to tow vehicles or equipment on a designated highway.

### **Turning or changing course or direction**

**15** A person shall not start, turn or change the course or direction of a golf cart or stop a golf cart on a designated highway, unless the person has determined that there is sufficient space to safely make the movement.

### **Maintenance and modifications**

**16(1)** A person shall not operate a golf cart on a designated highway unless the person ensures that the golf cart is maintained in good working order and to the manufacturer's specifications.

**(2)** A person shall not operate a modified golf cart on a designated highway unless the modification is in accordance with the manufacturer's operator and service manuals.

### **Producing permits for peace officer**

**17(1)** On the request of a peace officer, a person operating a golf cart shall produce to the peace officer for inspection the subsisting golf cart permit in respect of the golf cart.

**(2)** A peace officer shall not make a request under subsection (1) unless the peace officer has reasonable grounds to believe that the golf cart was operated on a designated highway.

### **Collision reports**

**18(1)** Subject to subsection (2), if

- (a) a golf cart is involved in a collision on a highway, and
- (b) the golf cart has a subsisting golf cart permit from a participating municipality,

the golf cart operator shall provide a report of the collision forthwith to the participating municipality in the form and manner specified by the participating municipality.

**(2)** Subsection (1) does not apply if

- (a) no one is injured or dies as a result of the collision, and
- (b) there is no property damage caused by the collision.

**(3)** If the operator is incapable of making the report required by subsection (1) and there is a passenger of the golf cart capable of making the report, the passenger shall make the report forthwith.

(4) If a report has not been made under subsection (1) or (3) and the operator or passenger is not the owner of the golf cart, the owner shall make the report forthwith after learning of the collision.

#### **Collection of information**

**19(1)** The Registrar may specify information that a participating municipality is required to collect respecting golf cart use on highways.

(2) The participating municipality shall collect the information and provide the information to the Registrar at the times and in the form and manner specified by the Registrar.

(3) If a municipality ceases to be a participating municipality, the obligation to provide information in subsection (2) continues in respect of information collected when the municipality was a participating municipality.

#### **Repeal**

**20** This Regulation is made under section 18.1 of the Act and is subject to repeal under section 18.1(3) of the Act.

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