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| **1.** | **Call to Order** |  |  |
| **2.** | **Agenda** | a) | Monday, July 17th, 2023 Regular Council Meeting*(approve as presented or as amended)* |
| **3.** | **Minutes:***Pages 1-4* | a) | Monday, June 26th, 2023 Regular Council Meeting*(approve as presented or as amended)* |
| **4.**  | **Appointments:** | a) | N/A |
| **5.** | **Action Items:** *Pages*  | a) | 2022 Municipal Accountability Program Review – please refer to the attached review which was issued September of 2022. Also attached is Administration’s June 21st, 2023 response and plan of action to the 28 legislative gaps that were noted in the review.As noted in the action plan, some of the legislative gaps are already addressed or will be addressed in actions yet to come. There are other legislative gaps that will need to be addressed by Council, and administration is proposing an action plan on same as follows:2. Council must conduct a CAO evaluation - before the end of 20234. Requirement for a Code of Conduct Bylaw – bring to Council before Sept. 30, 20235. Requirement to Establish the CAO position by Bylaw – bring to Council before Sept. 30, 20236. Requirement for property tax bylaw to be in accordance with MGA – will come with approved 2023 budget, in June or July7. Requirement to establish a local and a composite assessment review board by bylaw – contact CRASC and bring to Council before Sept. 30, 20238. Requirement to establish bylaw enforcement officer bylaw – bring to Council before Sept. 30, 2023 10. Requirement to adopt an operating budget – bring to Council June/July11. Requirement to adopt a capital budget – bring to Council June/July16. Requirement for a municipality to implement a three-year operating and a five-year capital plan – bring to Council by Sept. 30, 202317. Requirement to prepare an assessment roll – Assessor Bylaw – to bring to Council by Sept. 30, 202318. Requirement for the content of assessment notices to be in accordance with the MGA – will ensure is correct for 202319. Requirement for the content of tax notices to be in accordance with the MGA – will ensure is correct for 202320. Requirement to certify the date of mailing the tax notices and advertise the sending of assessment notices – will ensure is correct for 202321. Requirement to establish a municipal development plan – will present to Council for discussion prior to December 31, 202322. Requirement to establish a land use bylaw in accordance with the MGA – will present to Council for discussion prior to December 31, 202323. Requirement to establish a subdivision and development appeal board – will present to Council before Sept. 30, 202324. Requirement to list and publish policies related to planning decisions – review and present option to Council by Dec. 31, 2023.26. Requirement for candidates to submit campaign disclosure statements – to present to Council by Sept. 30, 202327. Requirement for municipal emergency structure, appointments, and training to be in place – will present to Council by Sept. 30, 2023Of those items noted to be brought to Council, attached are the first two proposed bylaws:Bylaw 2023-01 – a bylaw to establish a Code of Conduct for Members of Council, Council Committee and Other Bodies Established by Council. As noted in the MAP review legislative gap No. 4, every municipality must have the noted bylaw.*(give 1st reading to Bylaw 2023-01, a bylaw to establish a Code of Conduct for Members of Council, Council Committee and Other Bodies Established by Council, as is or as amended)**(give 2nd reading to Bylaw 2023-01 as is or as amended)**(give unanimous consent to consider third reading to Bylaw 2023-01 as is or as amended)**(give third and final reading to Bylaw 2023-01 as is or as amended)*Bylaw 2023-02, a bylaw to establish the positions of Chief Administrative Officer and Designated Officers. This bylaw will address all, or part, of legislative gaps 5, 7, 8, 17 and 23.*(give 1st reading to Bylaw 2023-02, a bylaw to establish the positions of Chief Administrative Officer and Designated Officer, as is or as amended)**(give 2nd reading to Bylaw 2023-02 as is or as amended)**(give unanimous consent to consider third reading to Bylaw 2023-02 as is or as amended)**(give third and final reading to Bylaw 2023-02 as is or as amended)* |
|  | *Pages*  | b)c)d)e)f)g)h)i)j) | 2023 Operating and Capital Budget – further to discussion and direction at the June 26th, 2023 Council meeting, the final version of the 2023 Operating and Capital budget will be presented and approval requested at meeting time. The final budget document will be forwarded to Council under separate cover.*(approve the 2023 Operating and Capital Budget as presented)*Once the budget is approved, Council can give consideration to the 2023 Tax Rate Bylaw and Special Tax Bylaw (again, to be forwarded under separate cover).Tax Rate Bylaw 2023-03:*(give 1st reading to Bylaw 2023-03, a bylaw to establish the various rates of taxation for the 2023 year, as is or as amended)**(give 2nd reading to Bylaw 2023-03 as is or as amended)**(give unanimous consent to consider third reading to Bylaw 2023-03 as is or as amended)**(give third and final reading to Bylaw 2023-03 as is or as amended)*Special Tax Bylaw 2023-04:*(give 1st reading to Bylaw 2023-04, a bylaw to establish the special taxes for the 2023 year, as is or as amended)**(give 2nd reading to Bylaw 2023-04 as is or as amended)**(give unanimous consent to consider third reading to Bylaw 2023-04 as is or as amended)**(give third and final reading to Bylaw 2023-04 as is or as amended*West Inter Lake District Regional Water Services Commission – please refer to the attached March 1st, 2023 letter from the Commission with respect to Phase III and IV construction costs. Castle Island’s share of Phase III is $2,930.57 and for Phase IV is $2,316.68 for a total of $5,247.25. Now that Administration has had an opportunity to review where your grant funding is at, we are recommending you pay your respective share of these construction costs through your existing grant funds (specifically CCBF).*(that the Summer Village of Castle Island pay its respective portion of the West Inter Lake District Regional Water Services Commission Phase III and Phase IV capital construction costs through Canada Community Building Funding in the amount of $5,247.25 ($2,930.57 for Phase III and $2,316.68 for Phase IV).*Gazebo project – further to previous discussions, request for proposals were sought with respect to this project with only one being submitted to the Summer Village of Castle Island. Attached is the estimate from C & C Construction of St. Albert for a total of $245,000.00 plus GST.*(that the estimate from C & C Construction to construct the gazebo as per specs and drawings, as outlined in their estimate 1719, be approved in the amount of $245,000.000 plus GST)*AB Munis Convention – please refer to ABMunis President Cathy Heron’s June 20th, 2023 email inviting members to the annual convention scheduled for September 27 to 29, 2023 at the Edmonton Convention Centre. Early bird registration is $620/registrant (until Aug. 18), otherwise registration is $775, with a virtual registration of $250.*(authorize attendance of Council and Administration to the 2023 AB Munis Convention scheduled for September 27 to 29, 2023 in Edmonton)**Or**(accept for information)*Utility Right of Way Land Purchase – further to previous discussions, administration is requesting a motion engaging the services of Michelle Gallagher of Patriot Law Group to work on this file.*(that the Summer Village of Castle Island engage the services of Michelle Gallagher of Patriot Law Group to work on the utility right of way land purchase project)*Next Council Meeting – discussion and direction to set the next Council Meeting date/time/location. This should also be the organizational meeting, so will need to be held prior to end of August to meet our legislative requirements.*(that the 2023 Organizational Meeting for the Summer Village of Castle Island be set for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, followed by a Regular Council Meeting)* |
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| **6.** | **Council Reports:** | a) | Mayor Kupchenko |
|  |  | b) | Deputy Mayor Smith |
|  |  | c) | Councillor Elkow*(accept Council reports as information)*  |
| **7.** | **Development Permits** |  | N/A |
| **8.** | **Inspection Group Permits** |  | N/A |
| **9.** | **Financial**  |  | N/A |
| **10.** | **Correspondence***Page 70* | a)b)c) | Town of Onoway – April 26th, 2023 letter on the 2023 Onoway Regional Fire Services approved budget.Alberta Municipal Affairs – June 20th, 2023 letter from Minister Ric McIver on being appointed Minister of Municipal AffairsAlberta Beach Snowmobile Club – letter of support for their Community Facility Enhancement Association (CFEP) Small Funding Stream Grant Application*(accept correspondence items a) through c) for information as presented)* |
| **11.** | **Chief Administrative Officer Report** | a)b)c)d)e)f)g) | Emergency Management UpdateDevelopment Permit UpdateAnnual Playground Inspection UpdateAlberta Beach Municipal Library – annual $100.00 contribution letterNew Staff Member updateBylections in the region update*(accept Chief Administrative Officer Reports as information)* |
| **12.** | **Adjournment** |  |  |

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Next Meetings: