

SUMMER VILLAGE OF CASTLE ISLAND
REGULAR COUNCIL MEETING MINUTES
MONDAY, NOVEMBER 27TH, 2025
SUMMER VILLAGE ADMINISTRATION OFFICE
2317 TOWNSHIP ROAD 545, LAC STE. ANNE COUNTY & VIA ZOOM

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| | PRESENT | <p>Mayor Calvin Smith Deputy Mayor: Jeff Elkow (via zoom) Councillor: Gary Guy</p> <p>Administration: Wendy Wildman, Chief Administrative Officer (regrets) Diane Wannamaker, Administrative Assistant</p> <p>Public attendance (in person): 0</p> |
| 1. | CALL TO ORDER | Mayor Smith called the meeting to order at 9:32 a.m. |
| 2. | AGENDA 25-126 | <p>MOVED by Councillor Guy that the November 27th, 2025 agenda be approved as presented.</p> <p style="text-align: right;">CARRIED</p> |
| 3. | MINUTES 25-127 | <p>MOVED by Mayor Smith that the minutes of the August 18th, 2025 Regular Council Meeting be approved as presented.</p> <p style="text-align: right;">CARRIED</p> |
| 4. | APPOINTMENTS | N/A |
| 5. | ACTION ITEMS 25-128 | <p>MOVED by Councillor Guy that Draft Bylaw 2025-01, being a Bylaw to amend the Land Use Bylaw with respect to Legislative Updates and Short Term Rentals, be given first reading and that a Public Hearing be scheduled for Monday, January 19th, 2026 at 9:00 a.m.</p> <p style="text-align: right;">CARRIED</p> |
| | 25-129 | <p>MOVED by Mayor Smith that the Bylaw 2025-02, Municipal Development Plan be given first reading, with wording changes to align with the Land Use Bylaw and that a Public Hearing be scheduled for Monday, January 19th, 2026 at 9:15 a.m.</p> <p style="text-align: right;">CARRIED</p> |
| | 25-130 | <p>MOVED by Mayor Smith that the Mutual Aid Agreement between Alberta Beach and Lac Ste. Anne County be accepted for information and further, that the Mutual Aid Fire Agreement Addendum between the Summer Village of Castle Island and Lac Ste. Anne County be approved and it's execution authorized.</p> <p style="text-align: right;">CARRIED</p> |

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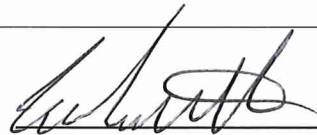
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| 25-131 | <p>MOVED by Councillor Guy that an Interim 2026 Operating Budget be passed at ½ of the 2025 Operating Budget and that this Interim 2026 Operating Budget cease to have any force and effect once the final 2026 Operating Budget is approved.</p> <p style="text-align: right;">CARRIED</p> |
| 25-132 | <p>MOVED by Councillor Guy that the 1st review of the Draft 2026 Operating Budget be accepted for information, and that Administration make changes to this Draft 2026 Operating Budget as directed at meeting time, and that a 2nd review of the updated Draft 2026 Operating Budget take place at the January 19th, 2026 Council meeting.</p> <p style="text-align: right;">CARRIED</p> |
| 25-133 | <p>MOVED by Councillor Guy that Council approve the 2026 Capital Budget as presented with the understanding that this Budget may be amended moving forward, depending on project approval.</p> <p style="text-align: right;">CARRIED</p> |
| 25-134 | <p>MOVED by Councillor Guy that the 3-year Operating Plan and 5-year Capital Plan be approved for the Summer Village of Castle Island, as presented.</p> <p style="text-align: right;">CARRIED</p> |
| 25-135 | <p>MOVED by Mayor Smith that Council ratify the attendance of the Chief Administrative Officer at the October 16th, 2025 session at the Alberta Summer Villages Association Convention, and authorize the participation of the Summer Village of Castle Island in the proposed Matthewson and Co. Asset Management Project, on conditions same or similar as to those discussed on October 16th, 2025, including but not limited to group costs of approximately \$7,500 to be covered equally by all participating members, and scope of work as noted to a maximum cost of \$1,000 for the Summer Village of Castle Island.</p> <p style="text-align: right;">CARRIED</p> |
| 25-136 | <p>MOVED by Councillor Guy that Council approve the Family and Community Support Services (FCSS) Funding Agreement FCFA0002734 for January 1st, 2026 to December 31st, 2028 and ratify execution.</p> <p style="text-align: right;">CARRIED</p> |
| 25-137 | <p>MOVED by Councillor Guy that Pat Garvin be appointed to participate on the Lake Isle & Lac Ste. Anne Stewardship Society (LILSA) Water Quality and Water Quantity Project Steering Committee, with Gary Guy as an alternate for the Summer Village of Castle Island.</p> <p style="text-align: right;">CARRIED</p> |

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| | 25-138 | <p>MOVED by Mayor Smith that the Summer Village of Castle Island approve the three-year extension agreement with Municipal Assessment Services Group Inc. for Assessment services for the Summer Village, expiring December 31st, 2028.</p> <p style="text-align: right;">CARRIED</p> |
| 6. | COUNCIL REPORTS 25-139 | <p>MOVED by Mayor Smith that the Council reports be accepted as presented.</p> <p style="text-align: right;">CARRIED</p> |
| 7. | DEVELOPMENT PERMITS | N/A |
| 8. | INSPECTION GROUP PERMITS | N/A |
| 9. | FINANCIAL 25-140 | <p>MOVED by Mayor Smith that the October 31st, 2025 Income and Expense Statement and October 31st, 2025 Bank Balance be accepted for information.</p> <p style="text-align: right;">CARRIED</p> |
| 10. | CORRESPONDENCE 25-141 | <p>MOVED by Mayor Smith that the Correspondence and Information items be accepted for information as follows:</p> <ul style="list-style-type: none"> ➤ August 27th, 2025 email from Alberta Municipalities on key messages with regard to Reporting to Council on the Use of Natural Person Powers, Councillor Information Requests, Council Meeting Procedures to Manage Conflict and what/how these changes will impact municipalities in Alberta ➤ Ministerial Order No. MAG:006/25 – effective July 31st, 2025 advising that the 2025 Designated Industrial Tax Requisition (linear) be cancelled for the Summer Village of Castle Island in the amount of \$1.29 ➤ Lac Ste. Anne Foundation Board Meeting Minutes – June 24th, 2025 and August 26th, 2025 ➤ Alberta Beach Organizational Chart and Committee Appointments |

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| | | <ul style="list-style-type: none"> ➤ Provincial Priorities Act (PPA) – November 3rd, 2025 email from Municipal Affairs marking the 6-month mark since inception and providing a fact sheet and information on Frequently Asked Questions ➤ Bill 7 – <i>Water Amendment Act</i> – email from Deputy Minister, Water & Circular Economy Division, AB Environment advising that Bill 7 to amend the Water Act was tabled in the Legislature October 30th, 2025. The Alberta Government’s proposed changes keep the strong foundation of Alberta’s water management system in place while introducing common-sense updates that protect the environment while supporting a growing Province and economy <p style="text-align: right;">CARRIED</p> |
| 11. | CAO REPORT 25-142 | <p>MOVED by Mayor Smith that the CAO report be accepted for information.</p> <p style="text-align: right;">CARRIED</p> |
| 12. | CLOSED SESSION | N/A |
| 13. | ADJOURNMENT | Mayor Smith declared the meeting adjourned at 11:30 a.m. |



Mayor, Calvin Smith



Chief Administrative Officer, Wendy Wildman