

SUMMER VILLAGE OF CASTLE ISLAND
REGULAR COUNCIL MEETING MINUTES
TUESDAY, MARCH 18TH, 2025
SUMMER VILLAGE ADMINISTRATION OFFICE
2317 TOWNSHIP ROAD 545, LAC STE. ANNE COUNTY & VIA ZOOM

	PRESENT	<p>Mayor: Ian Kupchenko Deputy Mayor: Calvin Smith – via zoom Councillor: Jeff Elkow</p> <p>Administration: Wendy Wildman, Chief Administrative Officer Diane Wannamaker, Administration</p> <p>Public attendance (in person): 0</p>
1.	CALL TO ORDER	Mayor Kupchenko called the meeting to order at 4:02 p.m.
2.	AGENDA 25-27	<p>MOVED by Mayor Kupchenko that the March 18th, 2025 agenda be approved with the following deletions/additions:</p> <p>Delete: appointment with Mr. Pasemko at 4:10 p.m. Addition: appointment with Rick Arndt (via zoom) at 4:55 p.m.</p> <p style="text-align: right;">CARRIED</p>
3.	MINUTES 25-28	<p>MOVED by Councillor Elkow that the minutes of the January 14th, 2025 Regular Council Meeting be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
4.	APPOINTMENTS	N/A
5.	ACTION ITEMS 25-29	<p>MOVED by Mayor Kupchenko that the Request for Proposal for maintenance services with amendments as discussed be approved and forwarded to Castle Island residents that express an interest and to All Wood Services with a closing date of April 11th, 2025 at 3:00 p.m.</p> <p style="text-align: right;">CARRIED</p>
	<i>Rick Arndt</i>	Rick Arndt, Architect, arrived for the meeting at 4:55 p.m.

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25-30	<p>MOVED Mayor Kupchenko that motion #25-09 made at the January 14th, 2025 meeting stating “MOVED by Mayor Kupchenko that Bylaw 2025-02, a Bylaw for the Municipal Development Plan be given first reading, and further that the Public Hearing be set for May 20th, 2025 at 4:15 p.m. at the Summer Village of Castle Island Administration Office” be rescinded and further that the Public Hearing previously scheduled for May 20th, 2025 be postponed at this time.</p> <p style="text-align: right;">CARRIED</p>
25-31	<p>MOVED by Mayor Kupchenko that the discussion regarding the Land Use Bylaw and Municipal Development Plan amendments be accepted for information.</p> <p style="text-align: right;">CARRIED</p>
25-32	<p>MOVED by Councillor Elkow that the Land Use Bylaw and Municipal Development Plan for the Summer Village of Castle Island be amended to include Legislative changes (in red) and Regulatory changes (in green) and forwarded to Council to discuss and review, and further once changes are agreed upon that the documents be presented to the public at the annual meeting scheduled for June 29th, 2025 in order to obtain feedback prior to scheduling the required Public Hearings.</p> <p style="text-align: right;">CARRIED</p>
25-33	<p>MOVED by Mayor Kupchenko that the May 20th, 2025 Council meeting be cancelled.</p> <p style="text-align: right;">CARRIED</p>
<i>Rick Arndt</i>	<p>Rick Arndt left the meeting at 5:30 p.m.</p>
25-34	<p>MOVED by Mayor Kupchenko that the following appointments be made for the 2025 Summer Village of Castle Island’s Local and Composite Assessment Review Boards with the Capital Region Assessment Service Commission:</p> <ul style="list-style-type: none"> ➤ ARB Chairperson – Raymond Ralph ➤ ARB Clerk – Geryl Amorin ➤ ARB Panelists – Darlene Chartrand, Sheryl Exley, Tina Groszko, Richard Knowles, Marcel LeBlanc, Raymond Ralph <p style="text-align: right;">CARRIED</p>

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25-35	<p>MOVED by Mayor Kupchenko that Denis Meier, John Rozmicki, Rainbow Williams, Chris Zaplotinsky, Tony Siegel, Jamie-Lee Krale, Jason Shewchuk, John McIvor and Angela Duncan be appointed to the Summer Village of Castle Island Subdivision and Development Appeal Board and further that the Subdivision and Development Appeal Board Clerks as designated officers be confirmed as Emily House, Janet Zaplotinsky and Cathy McCartney.</p> <p style="text-align: right;">CARRIED</p>
25-36	<p>MOVED by Mayor Kupchenko that the deadline to review the Intermunicipal Collaboration Framework Agreement between the Summer Village of Castle Island and Lac Ste. Anne County be extended to March 31st, 2027, as permitted by Ministerial Order MSD:024-23.</p> <p style="text-align: right;">CARRIED</p>
25-37	<p>MOVED by Mayor Kupchenko that Council approve the Fire Service Agreement with Fire Rescue International Ltd, Alberta Beach and the Summer Villages of Castle Island, Nakamun Park, Silver Sands, Southview and Val Quentin as previously presented and ratify execution of same by Mayor Kupchenko.</p> <p style="text-align: right;">CARRIED</p>
25-38	<p>MOVED by Mayor Kupchenko that Council approve the Parkland Dispatch Service Agreement with Parkland County as previously presented and ratify execution of same by Mayor Kupchenko.</p> <p style="text-align: right;">CARRIED</p>
25-39	<p>MOVED by Mayor Kupchenko that the information provided by Lac Ste. Anne County with respect to their Home Support Program be accepted for information.</p> <p style="text-align: right;">CARRIED</p>
25-40	<p>MOVED by Mayor Kupchenko that the Summer Village of Castle Island partner with the Summer Village of Nakamun Park to engage legal counsel to investigate and prepare the requirements for compliance with the new privacy legislation, Access to Information Act (AIA) and Protection of Privacy Act (POPA), specifically as it related to a comprehensive Privacy Management Plan on a cost share basis.</p> <p style="text-align: right;">CARRIED</p>

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	<p>25-41</p> <p>25-42</p> <p>25-43</p> <p>25-44</p> <p>25-45</p>	<p>MOVED by Mayor Kupchenko that upon the advice of legal counsel, the Summer Village of Castle Island advise the North 43 Lagoon Commission that the pipeline (sewer line) Agreement MUST be amended to include:</p> <ul style="list-style-type: none"> ➤ Clarification of “the Lands” as an area within 1 meter of the gazebo structure ➤ The Summer Villages, nor anyone authorized by the Summer Village, needs permission from the Commission to utilize the gazebo area or the lands ➤ Include in the Agreement that a dispute resolution mechanism outlining mediation followed by arbitration if necessary. <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Kupchenko that a Special Meeting be scheduled for April 28th, 2025 at 4:00 p.m. to review the financial statements for 2025, pass the applicable tax rate bylaws for 2025 and award the Maintenance Contract for the Summer Village of Castle Island.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Kupchenko that the discussion on the non-compliance from Inspections Group for the gazebo be accepted for information and further that Rick Arndt follow-up with the designer for stamped engineered drawings of the gazebo to satisfy this gap from Safety Codes.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Kupchenko that the timeline for Part 2 of the Councillor Orientation for the Summer Village of Castle Island, as required by Section 201.1(1) of the Municipal Government Act RSA 2000 C M-26, be extended by 90 days, as allowed by Section 201.1(2).</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Smith that the 3rd and final review of the Draft 2025 Operating and Capital Budget be approved as presented with final changes, and that Administration prepare the Special Tax Bylaw and Tax Bylaw based on this budget.</p> <p style="text-align: right;">CARRIED</p>
<p>6.</p>	<p>COUNCIL REPORTS</p> <p>25-46</p>	<p>MOVED by Mayor Kupchenko that the Council reports be accepted as presented.</p> <p style="text-align: right;">CARRIED</p>

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7.	DEVELOPMENT PERMITS	N/A
8.	INSPECTION GROUP PERMITS	N/A
9.	FINANCIAL 25-47	MOVED by Mayor Kupchenko that the financial reports to February 28 th , 2025, as reviewed in the draft budget, be accepted for information. CARRIED
10.	CORRESPONDENCE 25-48	MOVED by Mayor Kupchenko that the following correspondence items be accepted for information: <ul style="list-style-type: none"> ➤ 2025 Education Property Tax – impact to Castle Island is an increase from \$35,579 in 2024 to \$37,112 in 2025, an increase of 4% ➤ Ministerial Order – MAG:006/24, Designated Industrial Property (DIP) Requisition Assessment and 2024 and 2024 DIP Quick Facts ➤ January 23rd, 2025 letter from Alberta Municipal Affairs re: 2024 Tax Year Balances for the Provincial Assessment Rolls ➤ January 24th, 2025 letter from Alberta Municipal Affairs re: 2024 Tax Year – Reconciled Designated Industrial (DI) Property Requisition, Castle Island’s requisition is \$1.33 and as per Government Policy Credit, 2024 requisitions under \$1,000 are cancelled ➤ February 4th, 2025 Notification that the Alberta Treasury Branch in Alberta will be permanently closed on Friday, March 21st, 2025 at 12 p.m. ➤ February 5th, 2025 letter from Lac Ste Anne County to Alberta Treasury Branches with regard to the closure of the Alberta Beach Agency and the impact on the community ➤ Government of Alberta, Municipal Affairs – February 13th, 2025 letter regarding deferral of the required Joint Use and Planning Agreements (JUPAs) with municipalities and school boards. This does not apply to Castle Island directly. ➤ North 43 Lagoon Commission – February 11th, 2025 letter offering inspections of the back-flow prevention valves on low-pressure

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		<p>sewer collection systems in the Summer Village. This was forwarded to all residents for consideration.</p> <ul style="list-style-type: none"> ➤ Town of Onoway, AFRRCS Radios – February 13th, 2025 letter advising of how the AFRRCS Radios will be handled during the transition out of Onoway Regional Fire Services. Recall that all the partners received a grant to get these radios, then surrendered the care and control of same to ORFS to support the regional fire service, we are now getting them back and will transfer to the new service provider. ➤ Wild Water Commission – February 12th, 2025 advisement of the 2025 Annual General Meeting scheduled for April 29th, 2025 at the Alberta Beach Seniors Centre. ➤ Highway 43 East Waste Commission, Community Improvement Policy – advising that the Commission will provide no charge tipping fee to municipalities who proceed with demolishing and removing tax sale properties, with caveats. ➤ February 26th, 2025 letter from Municipal Affairs Minister Ric McIver re: Provincial Priorities Act ➤ February 27th, 2025 letter from Municipal Affairs regarding Budget 2025 <p style="text-align: right;">CARRIED</p>
11.	CAO REPORT 25-49	<p>MOVED by Mayor Kupchenko that the Chief Administrative Officer Report be accepted for information.</p> <p style="text-align: right;">CARRIED</p>
12.	CLOSED SESSION	N/A
13.	ADJOURNMENT	Mayor Kupchenko declared the meeting adjourned at 6:01 p.m.

Mayor, Ian Kupchenko

Chief Administrative Officer, Wendy Wildman