

# SUMMER VILLAGE OF NAKAMUN PARK

## AGENDA

Wednesday August 28th, 2019 – at The Onoway Civic Centre at 5:15 P.M.(to be preceded by the Organizational Meeting)

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1. Call to order:
2. Agenda: a) Wednesday August 28<sup>th</sup>, 2019 Regular Council Meeting
3. Minutes: a) Wednesday July 24<sup>th</sup>, 2019 Regular Council Meeting  
b)  
  
b)
4. Appointment: a)  
b)
5. Bylaws/Policies: a) Council Policies (*approve as presented or with amendments*):
  - i) C-PRO-ENF-1 – Bylaw Enforcement Policy
  - ii) C-CAO-PERF-1 – CAO Performance Evaluation Policy
  - iii) C-COU-MTG-1 – Notification of Council Meeting Policy
  - iv) C-COU-POL-1 – Council and Administrative Policy Development Policy  
b) Administrative Policies (*accept for information, as presented or with recommended amendments*):
  - i) A-PRO-FIRE-1 – Fire Ban Declaration Policy
  - ii) A-REC-PLAY-1 – Playground Equipment Policy
  - iii) A-TRA-INSP-1 – Road Inspection and Maintenance Policy
  - iv)  
c) Chief Administrative Officer and Designated Officers Bylaw, Bylaw 2019-5 – Being a bylaw to establish the position of Chief Administrative Officer and authorizing the establishment of designated officers for the Summer Village of Nakamun Park. This bylaw will repeal and replace by 2018-5; much of the 2018-5 and 2019-5 are the same, however 2019-5 adds assigns specific offices the status of designated officer and provides clarity on the sections of the Municipal Government Act assigned to each designated officer. This will be a precursor to a revamping of required “Municipal Authorities” bylaws in the coming months.  
  
d)  
e)  
f)
6. Business a) Claims Settlement Policy – further to direction provided at a previous meeting, administration has sought the advice of legal counsel on the development of a policy to address matters related to when and how claims for damages to property are handled. Legal counsel has come up with a proposal (details to be review at meeting) and administration is seeking direction on if council wants to proceed with the policy. The estimated cost to develop

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this policy through legal counsel is \$1,500.00 plus GST; as this is a significant and unanticipated cost, Administration is recommending that we refer this proposal to the Bylaw and Policy Review Project (to which we are a partner) and suggest the policy be developed there, for use in all member municipalities, and covered by the available grant funds (*refer the Claims Settlement Policy proposal from Patriot Law to the Summer Village of South View for consideration under the Bylaw and Policy Review Project*)

- b) Summer Villages of Lac Ste. Anne County East, Fall Meeting Request – at the June 2019 SVLSACE meeting, a proposal to review the membership requisition allocations was discussed. A copy of the request and some supporting material prepared for the meeting by Administration is attached for consideration. While no immediate change was considered by the association, all members were asked to bring the matter back to their respective councils for further debate as this item will be reintroduced during the fall 2019 meeting currently scheduled for October 5<sup>th</sup>, 2019. As such, Administration is just looking to make sure we have this discussion and come to a consensus on what calculation method Council is prepared to support (*here for discussion, provide direction as warranted*)
- c) Boat Launch Repairs – further to our previous discussions on the Boat Launch, we are still waiting on permits. We have blocked access to the boat launch as a safety precaution and access sure remain closed until repairs are complete. We have been advised to not expect permit approvals until later in fall 2019 at the earliest which and administration recommends that council consider some additional precautions. Firstly, council should formally authorize the temporary closure of the boat launch. Further to this council should authorize notification regarding same be posted to the website, kiosk, at the boat launch site, and/or by mailout, as it deems necessary. This notification should include information about alternative boat access points on Lake Nakamun as seasonal users will be looking to get their boats out of the water soon; specifically, Four Oakes launch is currently operational and can be used for removing watercraft.
- d) Government of Alberta, Culture, multiculturalism and Status of Women, 2019 Stars of Alberta Volunteer Awards – Attached is a July 11<sup>th</sup>, 2019 letter from Minister Aheer inviting nominations for the 2019 Stars of Alberta Volunteer Awards. Deadline for nominations is September 20<sup>th</sup>, 2019 (*nominate a volunteer for the award or accept for information*)
- e) Town of Peace River, Intermunicipal Cost Sharing GST concern – attached is an August 4<sup>th</sup>, 2019 email from the Administrator of the Town of Peace River. This email outlines that the Town recently became aware that intermunicipal cost sharing agreements are not

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exempt from GST (as other municipal expenses are) and detailing the implications this has for their community specifically, and other municipalities generally. Further the letter requests council consider supporting the Town's request to have this matter referred to AUMA, FCM and other municipal advocacy groups and ultimately reviewed by the federal government. As Summer Villages rely on increased intermunicipal collaboration to remain viable, Administration recommends referring this matter to the Summer Village of Lac Ste. Anne County East for advocacy on behalf of all local summer villages (*refer the request to the SVLSACE, send an individual letter, or accept the request for information*)

f)

g)

h)

7. Financial
- a) Income and Expenses Sheet – N/A
  - b) Grant Report – Summary of 2019 Grant Allocations (comparison with 2018 allocations)
8. Councillor Reports
- a) Mayor
  - b) Deputy Mayor
  - c) Councillor
9. Administration Reports
- a) Administration Report
    - a)
    - b)
    - c)
  - b) Public Works Reports
10. Information and Correspondence
- a) Lac Ste. Anne County and Alberta Beach, Joint Media Release – July 26<sup>th</sup>, 2019 media release regarding response to high water levels in the local watershed.
  - b) Town of Mayerthorpe –July 2019 Community Peace Officer Reports.

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- c) Government of Alberta, Municipal Affairs – August 1<sup>st</sup>, 2019 letter from Managing Director of the Alberta Emergency Management Agency advising that the Stakeholder Summit for 2019 (which would typically be held in early December annually) has been postponed until a date yet to be determined sometime after January 2020.
  - d)
11. Closed Meeting
- a)
12. Next Meeting Date
- a) Schedule the next regular council meeting for Wednesday September 18<sup>th</sup>, 2019.
13. Adjournment

Upcoming Meetings:

September 18<sup>th</sup>, 2019 – Regular Council Meeting

October 17<sup>th</sup> and 18<sup>th</sup>, 2019 – ASVA Conference