

# SUMMER VILLAGE OF NAKAMUN PARK

## AGENDA

Wednesday September 16<sup>th</sup>, 2020 – at The Onoway Civic Centre 5:00 P.M.

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1. Call to order:
2. Agenda: a) Wednesday September 16<sup>th</sup>, 2020 Regular Council Meeting
3. Minutes: 1-7 a) Wednesday August 19<sup>th</sup>, 2020 Organizational Meeting  
8-11 b) Wednesday August 19<sup>th</sup>, 2020 Regular Council Meeting  
12-13 c) Wednesday August 19<sup>th</sup>, 2020 Public Hearing Minutes
4. Appointment: a)
5. Bylaws/Policies: a)  
b)
6. Business a) West Inter-Lake District (WILD) Regional Water Services Commission, Land Lease Proposal – RFD 2020-41 is attached for review. Commission Manager John van Doesburg and Project Engineer Breagh Peel have accepted a 5:10 p.m. appointment time to present the proposal to Council.  
(14-28)  
b) Enforcement Order 20STOP08-23, Appeal to Council – RFD 2020-42 is attached for review. The property owner/owner's agent has accepted a 5:45 p.m. appointment time to present their appeal; Development Officer Sonnleitner will also be available to speak to the order, Council will recess to hear the appeal, then resume the regular meeting and make a decision.  
(29-41)  
c) Association of Summer Villages of Alberta, 2020 AGM – RFD 2020-43 is attached for review. As Council will recall, the 2020 conference has been cancelled due to COVID-19 concerns, however the Annual General Meeting is still being offered virtually and may be attended by member councillors pending their registration.  
(42-72)  
d) Summer Village Emergency Management, Training Sessions – RFD 2020-44 is attached for review.  
(73-75)  
e) Municipal Stimulus Program, Project Application – RFD 2020-45 is attached for review.  
(76-77)  
f) Annual Information Meeting Follow-Up Discussion – for general discussion.  
g)  
h)

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7. Financial
  - a) Income and Expense Statements – N/A
  - b)
  
8. Councillor Reports
  - a) Mayor
  - b) Deputy Mayor
  - c) Councillor
  
9. Administration Reports
  - a) Public Works, Season Wind Down
  - b) Office Re-Opening Schedule
  - c) Administration/Office Staff
  - d) CPO Appointment – Scheduled for October 21<sup>st</sup>, 2020
  - e) ASVA Fire Smart Inspection of Municipal Properties
  - f) MAP Review – Change to Virtual Meeting, Different Format
  - g)
  
10. Information and Correspondence
  - (78) a) Government of Alberta, Municipal Affairs – July 31<sup>st</sup>, 2020 Statement of Deposits for FCSS funds.
  
  - (79-82) b) Alberta Urban Municipalities Association – August 12<sup>th</sup>, 2020 email regarding Assessment Model Review Urban Impacts Report, including impact assessment for the Summer Village of Nakamun Park. Also included is a letter from Reeve Blakeman of Lac Ste. Anne County indicating the magnitude of the proposed assessment model revisions on the County and possible impacts on regional partners.
  
11. Closed Meeting
  - a) - N/A
  
12. Next Meeting Date
  - a) Schedule the next regular council meeting for October 21<sup>st</sup>, 2020.
  
13. Adjournment

### Upcoming Meetings:

September 23<sup>rd</sup> -25<sup>th</sup> – AUMA Conference (Virtual)  
October 15<sup>th</sup> – ASVA Annual General Meeting (Virtual)  
October 21<sup>st</sup> – Regular Council Meeting (Onoway)  
October 24<sup>th</sup> – SVLSACE (location TBD)

MINUTES OF THE ORGANIZATIONAL MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY AUGUST 19<sup>th</sup>, 2020 AT 5:00 P.M.. AT THE ONOWAY CIVIC CENTRE.

	<b>PRESENT</b>	<p>Councillor: Marge Hanssen  Councillor: Harry Kassian  Councillor: Carleigh LeClair</p> <p>Administration: Dwight Moskalyk, Chief Administrative Officer</p> <p>Absent:</p> <p>Public Works: n/a  Public at Large: n/a</p>
1.	<b>CALL TO ORDER</b>	CAO Moskalyk called the meeting to order at 5:00 p.m..
2.	<b>AGENDA</b> OG1 - 20	<p><b>MOVED</b> by Councillor Kassian that the agenda for the Wednesday August 19<sup>th</sup>, 2020 Organizational Meeting of the Summer Village of Nakamun Park be approved as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>
3.	<b>ELECTION (MAYOR)</b>  OG2 - 20	<p>CAO Moskalyk called for nominations for the office of mayor of the Summer Village of Nakamun Park;</p> <p>Councillor Kassian nominated Councillor Hanssen.</p> <p>CAO Moskalyk called for nominations for the office of mayor a second time;</p> <p>CAO Moskalyk called for nominations for the office of mayor a third time;</p> <p><b>MOVED</b> by Councillor LeClair that nominations for the office of mayor cease.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p>Councillor Hanssen was declared elected by acclamation to the office of mayor and took the Oath of Office and assumed the Chair.</p>
4.	<b>ELECTION (DEPUTY MAYOR)</b>  OG3 - 20	<p>Mayor Hanssen called for nominations for the office of deputy mayor of the Summer Village of Nakamun Park;</p> <p>Mayor Hanssen nominated Councillor LeClair.</p> <p>Mayor Hanssen called for nominations for the office of deputy mayor a second time;</p> <p>Mayor Hanssen called for nominations for the office of deputy mayor a third time;</p> <p><b>MOVED</b> by Councillor Kassian that nominations for the office of deputy mayor cease.</p> <p style="text-align: right;"><b>CARRIED</b></p>

		Councillor LeClair was declared elected by acclamation to the office of deputy mayor and took the Oath of Office.
5.	<p><b>APPOINTMENT OF COMMITTEE REPRESENTATIVES</b></p> <p>OG4 - 20</p>	<p><b>MOVED</b> by Councillor Kassian that the following council committee and external appointments be confirmed:</p> <ul style="list-style-type: none"> <li>a) Highway 43 East Waste Commission: Representative Councillor Kassian, Alternate Mayor Hanssen;</li> <li>b) Summer Village Lac. Ste. Anne County East: All of Council may attend; Voting Representative Mayor Hanssen, First Alternate Voting Representative is Deputy Mayor LeClair, Second Alternate Voting Representative is Councillor Kassian;</li> <li>c) West Interlake District Regional Water Services Commission Annual General Meetings: All of Council may attend; Voting Representative Mayor Hanssen, First Alternate Voting Representative is Deputy Mayor LeClair, Second Alternate Voting Representative is Councillor Kassian;</li> <li>d) Recreation Committee: Representative Mayor Hanssen, no Alternate Appointment;</li> <li>e) Yellowhead Regional Library: Representative Mayor Hanssen, no Alternate Appointment;</li> <li>f) Lake Sustainability Initiatives: Representative Deputy Mayor LeClair, no Alternate Appointment;</li> <li>g) Policing/Community Peace Officer Initiatives: Representative Councillor Kassian, No Alternate Appointment;</li> <li>h) Emergency Planning and Regional Emergency Management Advisory Committee: Representative Deputy Mayor LeClair,</li> </ul>

MINUTES OF THE ORGANIZATIONAL MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY AUGUST 19<sup>th</sup>, 2020 AT 5:00 P.M. AT THE ONOWAY CIVIC CENTRE.

		<p>No Alternative Appointment;</p> <p>i) Fire Services Initiatives: Representative Mayor Hanssen, No Alternate Appointment;</p> <p style="text-align: right;"><b>CARRIED</b></p>
6.	<p><b>BANKING AUTHORITY</b></p> <p>OG5 - 20</p>	<p><b>MOVED</b> by Deputy Mayor LeClair that Council confirm the Alberta Treasury Branch (ATB Financial) as banking authority for the Summer Village of Nakamun Park.</p> <p style="text-align: right;"><b>CARRIED</b></p>
7.	<p><b>SIGNING AUTHORITY</b></p> <p>OG6 - 20</p>	<p><b>MOVED</b> by Mayor Hanssen that Council confirm the signing authority on ATB account # 8989 219 543790300 to include all of council (Mayor Marge Hanssen, Deputy Mayor Carleigh LeClair and Councillor Harry Kassian) and the Chief Administrative Officer (Dwight Moskalyk), with two signatures required on all financial instruments with one signature required from any member of council one signature required from the Chief Administrative Officer.</p> <p style="text-align: right;"><b>CARRIED</b></p>
8.	<p><b>ADMINISTRATION, THE CAO, AND FINANCIAL OFFICER</b></p> <p>OG7 - 20</p> <p>OG8 - 20</p> <p>OG9 - 20</p>	<p><b>MOVED</b> by Mayor Hanssen that Council confirm Wildwillow Enterprises Inc. as administration services provider to the Summer Village of Nakamun Park.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>MOVED</b> by Mayor Hanssen that Council appoint and confirm Dwight Darren Moskalyk as Chief Administrative Officer for the Summer Village of Nakamun Park.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>MOVED</b> by Councillor Kassian that Council confirm the appointment of Kristie Rose as Financial Manager, a designated officer position for the Summer Village of Nakamun Park.</p> <p style="text-align: right;"><b>CARRIED</b></p>

MINUTES OF THE ORGANIZATIONAL MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY AUGUST 19<sup>th</sup>, 2020 AT 5:00 P.M.. AT THE ONOWAY CIVIC CENTRE.

9.	<b>OFFICE LOCATION</b>  OG10 -20	<b>MOVED</b> by Deputy Mayor LeClair that Council assign and confirm the location of the municipal office for the Summer Village of Nakamun Park as 4808-51st Onoway, Alberta Canada, T0E 1V0.  <b>CARRIED</b>
10.	<b>MEETING DATES</b>  OG11 – 20	<b>MOVED</b> by Mayor Hanssen that Council confirm that that the meeting date for regular council meetings be established as the third Wednesday of every month starting at 5:00 p.m., to be hosted in the Town of Onoway Council Chambers located at 4812-51st Onoway, Alberta Canada, T0E 1V0; and further that teleconferencing be deemed an acceptable format of holding a meeting and that any changes of a meeting date or calling of a special meeting is to be posted on the website and in the village kiosk as an appropriate form of notification.  <b>CARRIED</b>
11.	<b>AUDITOR</b>  OG12 - 20	<b>MOVED</b> by Councillor Kassian that Council confirms the engagement of Seniuk and Company Chartered Accountants to the appointment of municipal auditor.  <b>CARRIED</b>
12.	<b>SOLICITOR</b>  OG13 - 20	<b>MOVED</b> by Mayor Hanssen that Council confirm the engagement of Patriot Law Group (Onoway) to the appointment of municipal solicitor.  <b>CARRIED</b>
13.	<b>ASSESSOR</b>  OG14 – 20	<b>MOVED</b> by Councillor Kassian that Council confirm the engagement of Municipal Assessment Services Group and the appointment of Ray Crews as municipal assessor, a designated officer position for the Summer Village of Nakamun Park.  <b>CARRIED</b>
14.	<b>ASSESSMENT REVIEW BOARD</b>  OG15 - 20	<b>MOVED</b> by Mayor Hanssen that Council confirm the engagement of Lac Ste. Anne County as Assessment Review Board services provider and the appointment of Stacy Wagner as Assessment Review Board Clerk, a designated officer position for the Summer Village of Nakamun Park.  <b>CARRIED</b>

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MINUTES OF THE ORGANIZATIONAL MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY AUGUST 19<sup>th</sup>, 2020 AT 5:00 P.M.. AT THE ONOWAY CIVIC CENTRE.

15.	<b>FOIPP COORDINATOR</b>  OG16 - 20	<b>MOVED</b> by Mayor Hanssen that Council confirm the appointment of Chief Administrative Officer Dwight Moskalyk as the Freedom of Information and Protection of Privacy (FOIPP) Coordinator for the Summer Village of Nakamun Park.  <p style="text-align: right;"><b>CARRIED</b></p>
16.	<b>INTEGRITY COMMISSIONER</b>  OG17 - 20	<b>MOVED</b> by Mayor Hanssen that Council confirm the appointment of Victoria Message as Municipal Integrity Commissioner for the Summer Village of Nakamun Park.  <p style="text-align: right;"><b>CARRIED</b></p>
17.	<b>DEVELOPMENT AUTHORITY</b>  OG18 - 20	<b>MOVED</b> by Mayor Hanssen that Council confirm the appointment of Tony Sonnleitner as Development Authority for the Summer Village of Nakamun Park, as provided for under the Land Use Bylaw, and Development Officer, a designated officer position for the Summer Village of Nakamun Park.  <p style="text-align: right;"><b>CARRIED</b></p>
18.	<b>SUBDIVISION AND DEVELOPMENT APPEAL BOARD</b>  OG19 - 20  OG20 - 20	<b>MOVED</b> by Councillor Kassian that Council confirm the engagement of Milestone Municipal Services as Subdivision and Development Appeal Board services provider and the appointment of Emily House as Subdivision and Development Appeal Board Clerk, a designated officer position for the Summer Village of Nakamun Park.  <p style="text-align: right;"><b>CARRIED</b></p> <b>MOVED</b> by Mayor Hanssen that Council appoint and confirm the following pool of individuals (as provided through agreement with the Subdivision and Development Appeal Board services provider): Denis Meier, Rainbow Williams, Don Dobing, John Roznicki; as duly trained and active Subdivision and Development Appeal Board Members.  <p style="text-align: right;"><b>CARRIED</b></p>

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19.	<p><b>PLANNING AUTHORITY</b></p> <p>OG21 – 20</p>	<p><b>MOVED</b> by Mayor Hanssen that Council confirm the engagement of Municipal Planning Services as municipal planning services provider and the appointment of Jane Dauphinee as Planning Officer, a designated officer position for the Summer Village of Nakamun Park.</p> <p style="text-align: right;"><b>CARRIED</b></p>
20.	<p><b>COMMUNITY PEACE OFFICER</b></p> <p>OG22 – 20</p>	<p><b>MOVED</b> by Mayor Hanssen that Council confirm the engagement of the Town of Mayerthorpe to provide Community Peace Office and Bylaw Services, and further confirm the appointment of Constable Dwight Dawn as Community Peace Officer, a designated office position for the Summer Village of Nakamun Park.</p> <p style="text-align: right;"><b>CARRIED</b></p>
21.	<p><b>FIRE PROTECTION</b></p> <p>OG23 – 20</p>	<p><b>MOVED</b> by Mayor Hanssen that Council confirm the engagement of Onoway Regional Fire Services as Fire Protection services provider for Nakamun Park, and further confirm Fire Chief David Ives as fire chief for the Summer Village of Nakamun Park, respective of the terms of the service agreement and subsequent supplementary aid agreements.</p> <p style="text-align: right;"><b>CARRIED</b></p>
22.	<p><b>DIRECTOR OF EMERGENCY MANAGEMENT</b></p> <p>OG24 – 20</p> <p>OG25 – 20</p> <p>OG26 - 20</p>	<p><b>MOVED</b> by Deputy Mayor LeClair that Council confirm the appointment of Jason Madge as the Municipal Director of Emergency Management for the Summer Village of Nakamun Park.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>MOVED</b> by Councillor Kassian that Council confirm the appointment of Carleigh LeClair as Municipal Deputy Director of Emergency Management for the Summer Village of Nakamun Park.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>MOVED</b> by Deputy Mayor LeClair that Council confirm the appointment of Jason Madge as the Regional Director of Emergency Management for the membership of the Ste. Anne Regional Emergency Management Commission, including the Summer Village of Nakamun Park.</p> <p style="text-align: right;"><b>CARRIED</b></p>



MINUTES OF THE ORGANIZATIONAL MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY AUGUST 19<sup>th</sup>, 2020 AT 5:00 P.M.. AT THE ONOWAY CIVIC CENTRE.

23.	<b>WEED INSPECTOR</b>  OG27 – 20	<b>MOVED</b> by Councillor Kassian that Council confirm the appointment of Jackie Gamblin as the Weed Inspector for the Summer Village of Nakamun Park, with all the powers as designated under the Alberta Weed Control Act to address noxious weed identification and abatement strategies in the community.  <b>CARRIED</b>
24.	<b>ADJOURNMENT</b>	Mayor Hanssen declared the meeting adjourned at 5:16 p.m.

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Mayor Marge Hanssen

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Chief Administrative Officer Dwight Moskalyk

DRAFT

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY AUGUST 19<sup>th</sup>, 2020 AT 5:00 P.M. AT THE ONOWAY CIVIC CENTRE.

	<b>PRESENT</b>	<p>Mayor: Marge Hanssen  Deputy Mayor: Carleigh LeClair  Councillor: Harry Kassian</p> <p>Administration: Dwight Moskalyk, CAO</p> <p>Appointments: n/a</p> <p>Absent: n/a</p> <p>Public Works: n/a  Public at Large: n/a</p>
<b>1.</b>	<b>CALL TO ORDER</b>	Mayor Hanssen called the meeting to order at 5:17 p.m.
<b>2.</b>	<b>AGENDA</b> 123 - 20	<p><b>MOVED</b> by Mayor Hanssen that the Wednesday August 19<sup>th</sup>, 2020 regular council meeting agenda be approved with the following additions:  Business Item 6(g) – Discussion of Community Peace Officer Services;  Business Item 6(h) – Administration Services Contract – Request for Interim Extension of Existing Contract During Negotiations with Wildwillow Enterprises Inc..</p> <p style="text-align: right;"><b>CARRIED.</b></p>
<b>3.</b>	<b>MINUTES</b> 124 – 20	<p><b>MOVED</b> by Councillor Kassian that the minutes for the Wednesday July 15<sup>th</sup>, 2020 regular council meeting be approved as presented.</p> <p style="text-align: right;"><b>CARRIED.</b></p>
<b>4.</b>	<b>APPOINTMENT</b>	N/A
<b>5.</b>	<b>BYLAW</b>  Recess – 5:18p.m.  Call to Order – 5:30p.m.  125 – 20	<p>Bylaw 2020 – 8 Municipal Development Plan Bylaw:</p> <p>Mayor Hanssen called a recess of the regular meeting for August 19<sup>th</sup>, 2020 to hold the scheduled Public Hearing on Bylaw 2020-8 at 5:18p.m.</p> <p>Mayor Hanssen called the regular meeting for August 19<sup>th</sup>, 2020 back to order at 5:30 p.m. and council resumed with the agenda as approved.</p> <p><b>MOVED</b> by Councillor Kassian that Bylaw 2020-8, being a bylaw for the adoption of a new Municipal Development Plan, having received Public Hearing on August 19<sup>th</sup>, 2020, be given second reading with the following amendments:</p> <p>i) Replace the 2020-8 Bylaw Number designation with 2020-9 (to avoid a double use of that bylaw number, authority to do so at this stage of process was discussed and cleared with Municipal Affairs)</p> <p>ii) Include reference to date of the public hearing for this bylaw within the reading and signature block.</p> <p style="text-align: right;"><b>CARRIED</b></p>

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY AUGUST 19<sup>th</sup>, 2020 AT 5:00 P.M. AT THE ONOWAY CIVIC CENTRE.

	126 - 20	<p><b>MOVED</b> by Deputy Mayor LeClair that Bylaw 2020-8, being a bylaw for the adoption of a new Municipal Development Plan, having received Public Hearing on August 19<sup>th</sup>, 2020, be given third and final reading and passed as amended – including an amended bylaw number of 2020-9.</p> <p style="text-align: right;"><b>CARRIED</b></p>
6.	<p><b>BUSINESS</b></p> <p>127 – 20</p> <p>Councillor Kassian – Leaves Meeting at 5:36 p.m.</p> <p>128 – 20</p> <p>Councillor Kassian – Returns to Meeting at 5:45 p.m.</p> <p>129 – 2020</p> <p>130 – 2020</p> <p>131 – 2020</p> <p>132 - 2020</p>	<p><b>MOVED</b> by Mayor Hanssen that Council approve the Municipal Stimulus Package Memorandum of Agreement between the Summer Village of Nakamun Park and the Province of Alberta (Municipal Affairs) as presented, and authorize execution of same.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p>Councillor Kassian recused himself from the discussion on Business Item 6(b) Lot4, Block 4, Plan 2302MC Land Sale, Offer to Purchase, and left the meeting at 5:36 p.m.</p> <p><b>MOVED</b> by Mayor Hanssen that Council accept the independent land appraisal completed by Northern Lights Real Estate Consulting as information AND THAT Council accept the offer to purchase Lot 4, Block 4 Plan 2302MC received from 2082810 AB Ltd. In the amount of \$20,200.00 plus applicable fees and charges.</p> <p style="text-align: right;"><b>CARRIED.</b></p> <p>Councillor Kassian returned to the meeting at 5:45 p.m.</p> <p><b>MOVED</b> by Councillor Kassian that Council offer a letter of support to the Lac Ste. Anne Foundation, as requested, in support of the Foundation’s pending Green Municipal Fund Sustainable Affordable Housing grant application.</p> <p style="text-align: right;"><b>CARRIED.</b></p> <p><b>MOVED</b> by Mayor Hanssen that Council accepts the correspondence and request for support from the Lac Ste. Anne Library Board as information.</p> <p style="text-align: right;"><b>CARRIED.</b></p> <p><b>MOVED</b> by Mayor Hanssen that Council authorize the virtual participation of Council and Administration at the Alberta Urban Municipalities Association 2020 Conference.</p> <p style="text-align: right;"><b>CARRIED.</b></p> <p><b>MOVED</b> by Mayor Hanssen that Council confirm the the Annual Information Meeting will proceed as scheduled on Saturday August 22<sup>nd</sup>, 2020 at 10:00 a.m. in the Summer Village, as discussed, including a condensed agenda and options for written and text question submissions during the meeting.</p> <p style="text-align: right;"><b>CARRIED.</b></p>

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY AUGUST 19<sup>th</sup>, 2020 AT 5:00 P.M. AT THE ONOWAY CIVIC CENTRE.

	133 – 2020	<b>MOVED</b> by Mayor Hanssen that Council accepts the discussion on Community Peace Officer services as information. <b>CARRIED.</b>
	134 - 2020	<b>MOVED</b> by Mayor Hanssen that Council authorize a two-month extension of the current administrative services contract with Wildwillow Enterprises Inc., subject to the same terms and conditions, allowing time for negotiation of a new agreement. <b>CARRIED.</b>
7.	<b>FINANCIAL</b> 135 - 2020	<b>MOVED</b> by Councillor Kassian that the Income and Expenses Reports, ending June 30 <sup>th</sup> , 2020, be accepted for information as presented. <b>CARRIED.</b>
8.	<b>COUNCIL REPORTS</b> 136 – 2020	<b>MOVED</b> by Mayor Hanssen that Council accept the Council Reports for information, as presented. <b>CARRIED.</b>
9.	<b>ADMINISTRATION /PUBLIC WORKS REPORTS</b> 137 – 2020	<b>MOVED</b> by Councillor Kassian that Council accept the Administration and Public Works reports for information, as presented. <b>CARRIED.</b>
10.	<b>INFORMATION / CORRESPONDENCE</b>  138 - 2020	<b>MOVED</b> by Mayor Hanssen that the following items be accepted as information: a) AUMA/RMA/AAPG, Police Governance – July 17 <sup>th</sup> , 2020 letter and background (Terms of Reference) for the new Alberta Police Advisory Board established to review police governance and change to the policing model within the province.  b) Government of Alberta, Municipal Affairs – July 3 <sup>rd</sup> , 2020 Statement of Deposits for FCSS funds.  c) Town of Mayerthorpe – June 2020 CPO Report. <b>CARRIED.</b>
11.	<b>CLOSED MEETING</b>	N/A

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY AUGUST 19<sup>th</sup>, 2020 AT 5:00 P.M. AT THE ONOWAY CIVIC CENTRE.

12.	<b>NEXT MEETING</b> 139 - 2020	<b>MOVED</b> by Councillor Kassian that the next regularly scheduled meeting be held on Wednesday September 16th, 2020 at 5:00 p.m. in the Town of Onoway Council Chambers. <b>CARRIED.</b>
13.	<b>ADJOURNMENT</b>	Mayor Hanssen declared the meeting adjourned at 6:58 p.m.

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Mayor Marge Hanssen

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Chief Administrative Officer Dwight Moskalyk

DRAFT

11

# Summer Village of Nakamun Park Public Hearing

Hearing with Respect to Bylaw 2020-8 for a Municipal Development Plan  
Held on Wednesday August 19<sup>th</sup>, 2020 in Onoway, Alberta at the Onoway  
Heritage Centre beginning at 5:15pm.

<b>PRESENT</b>	<p>Marge Hanssen      Chairman &amp; Mayor Carleigh LeClair      Deputy Mayor Harry Kassian      Councillor</p> <p>Dwight Moskalyk      Chief Admin. Officer/Recording Secretary Brian Conger      Project Consultant (Via Telephone)</p>
<b>ALSO PRESENT</b>	1 member of the public
<b>1. CALL TO ORDER</b>	Chairman Hanssen called the Public Hearing to order at 15:18pm
<b>2. INTRODUCTIONS</b>	<p>Marge Hanssen      Mayor, S.V. of Nakamun Park (Meeting Chair) Carleigh LeClair      Deputy Mayor, S.V. of Nakamun Park Harry Kassian      Councillor, S.V. of Nakamun Park Dwight Moskalyk      Chief Administrative Officer and Recording Secretary Brian Conger      Consultant, Bylaw and Policy Review Project with ISL Engineering</p>
<b>3. PUBLIC HEARING</b>	The purpose of this hearing is for the Council of the Summer Village of Nakamun Park to hear testimony relating to the proposed Bylaw 2020-8 which is a Bylaw for the adoption of a new Municipal Development Plan.
<b>4. STAFF PRESENTATION</b>	<p>Brian Conger – Consultant for the Bylaw and Policy Review Project, and author of the proposed Municipal Development Plan referenced in Bylaw 2020 – 8;</p> <p>Dwight Moskalyk – Chief Administrative Officer for the Summer Village of Nakamun Park and author of the referenced Bylaw 2020-8.</p> <p>The following amendments to the Bylaw were recommended to Council by Administration prior to any further reading of Bylaw 2020-8:</p> <p>a) Replace the 2020-8 Bylaw Number designation with 2020-9 (to avoid a double use of that bylaw number, authority to do so at this stage of process was discussed and cleared with Municipal Affairs by Administration)</p> <p>b) Include reference to date of the public hearing for this bylaw within the reading and signature block.</p>

# Summer Village of Nakamun Park Public Hearing

Hearing with Respect to Bylaw 2020-8 for a Municipal Development Plan  
Held on Wednesday August 19<sup>th</sup>, 2020 in Onoway, Alberta at the Onoway  
Heritage Centre beginning at 5:15pm.

<b>5. PUBLIC TESTIMONY AND COMMENT</b>	<u>Written Submissions</u> - None Received  <u>Oral Presentations</u> - None Received
<b>6. QUESTIONS &amp; ANSWERS (Council Members)</b>	No Council members had any further questions.
<b>7. COUNCIL DISCUSSION</b>	No further discussion took place.
<b>8. ADJOURNMENT</b>	Chairman Hanssen declared the public hearing closed and adjourned the public hearing at 5:29 p.m..

\_\_\_\_\_  
Chairman, Marge Hanssen

\_\_\_\_\_  
Recording Secretary, Dwight Moskalyk

⑬



## **Summer Village of Nakamun Park Request For Decision - (RFD) 2020-41**

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>September 16<sup>th</sup>, 2020</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>WILD Water – Land Lease Proposal – 4006 Naka. Drive</b>
<b>Agenda Item</b>	<b>6(a) – Business</b>
<b>Number:</b>	

### **BACKGROUND/PROPOSAL:**

The Summer Village of Nakamun Park has been approached by the WILD Water Commission for the possibility of siting a truck fill within the municipality as part of the Commission's Phase IV expansion. Previously, Council offered 4006 Nakamun Drive as the only available municipal property for negotiation, and has been waiting for WILD's formal proposal before further considering the matter.

WILD Water has now provided their lease proposal (attached), including a site drawing showing building location/footprint and property access ways. Also attached to this RFD is some specific feedback on several matters Council/Administration/Residents had inquired about previously, summarized by CAO Moskalyk and responded to by Project Engineer Breagh Peel.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

As discussed previously, Council has three general options for addressing this proposal:

- 1) Reject the Offer
- 2) Accept the Offer
- 3) Accept the Offer, Subject to Additional Conditions (which would need to be approved by the Commission)

Further to Administration's earlier advice, because this proposal is facing mixed feelings in the community (some vocal supporters and some vocal opposition) Council may not wish to make an immediate decision to accept or reject the offer.

It is recommended that Council defer a decision on this matter until their October 21<sup>st</sup>, 2020 meeting, and in the meantime hold a public consultation to further gauge the attitude toward having a truck fill station in the community.

Commission Manager John van Doesburg and Project Engineer Breagh Peel have been given a 5:10 p.m. appointment time to present the lease proposal. They have also indicated that, pending Council's direction, a public consultation could be scheduled for Wednesday October 14<sup>th</sup>, 2020 from 7pm - 8pm (Virtual, or Virtual/In-Person).

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**COSTS/SOURCE OF FUNDING (if applicable)**

Assuming Council is going to defer a decision until the next meeting and hold a public consultation, the only direct cost will be the facility rental for the public consultation; WILD has agreed to arrange the virtual connection but we should still make sure we have a large enough space for possible attendance.

**RECOMMENDED ACTION:**

- 1) That Council defer a decision on the WILD Water Land Lease Proposal for 4006 Nakamun Drive until October 21<sup>st</sup>, 2020.
- 2) That Council authorize administration to schedule a public consultation on the WILD Water Land Lease Proposal for October 14<sup>th</sup>, 2020 from 7 p.m. to 8 p.m. (including a virtual component) and that notice of this consultation be mailed to all property owners and posted on the website/community notice board.

<b>Initials show support – Reviewed By:</b>	<b>CAO: <i>D. Moskalyk</i></b>
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**WEST INTER-LAKE DISTRICT REGIONAL WATER SERVICES COMMISSION  
BOX 8, ALBERTA BEACH, AB, T0E 0A0**

August 20, 2020

Summer Village of Nakamun Park  
OP Box 1250  
Onoway, Ab  
T0E 1V0

Attention: Mayor and Council

Dear Mayor and Council:

Re West Inter- Lake District Regional Water Services Commission (WILD) Request to Land for a Truckfill

The WILD Commission is moving forward in getting the water pipeline to Nakamun Park and area surrounding area. The Commission has completed the Interbasin consultation and the Legislature will be addressing the Interbasin transfer of water in the fall sitting.

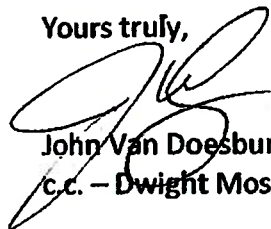
To proceed with the planning the Commission is preparing the engineering and design of the pipeline and the Truckfill when the Interbasin transfer has been approved. Part of the planning is the location of the Truckfill in the Summer Village of Nakamun Park. Stantec has attached a diagram of the location of the truckfill site and the proposed outline of the Truckfill on the Villages site. It will be very similar to other truck fills in the Commission operation. A good example would be the Glory hills Truckfill in Parkland County.

This letter is to serve as request to the Summer Village Council for a lease of the lands for the Truckfill.

Included in the request in the outline of the Truckfill and other associated information from Stantec to assist the Village in assessment of the project. In addition is an example lease of property the Commission has used in the past

The Wild Commission looks forward to working with you on this exciting project for water services. Contact me at 403-391-0270 if any questions arise.

Yours truly,



John Van Doesburg – Manger  
c.c. – Dwight Moskalyk

## SURFACE LEASE AND GRANT

I/WE, Summer Village of Nakamun Park in the Province of Alberta, (hereinafter called the "Lessor") being the registered owner, (or entitled to become the registered owner under an agreement for sale or unregistered transfer or otherwise), of an estate in fee simple, subject, however, to the exceptions, conditions, encumbrances, liens and interests contained in or noted upon the existing Certificate of Title of and in that certain parcel or tract of land situate, lying and being in the Province of Alberta and described as follows:

Plan 0621661- Block 15 Lot 6 excepting thereout all mines and minerals - Area 0.34 Hectares (hereinafter referred to as "the said lands"); and more particularly described in Certificate of Title Number 172 136 765 263

DO HEREBY GRANT, DEMISE AND LEASE TO THE WEST INTER LAKE DISTRICT REGIONAL WATER SERVICES COMMISSION with an office at the Town of Onoway, in the Province of Alberta, (hereinafter called the "Lessee") all that part or portion of the said lands shown on the sketch or plan hereto annexed as Schedule "A" (hereinafter call the "demised premises").

TO BE HELD by the Lessee as tenant for the term of 99( ninety nine) years from the date hereof, renewable as hereinafter provided, for the purposes of a TRUCK FILL STATION at a yearly rental of \*\*\*TEN\*\*\* Dollars (\$10.00) for demised premises retained by the Lessee for the purposes hereinbefore mentioned for each subsequent year payable annually in advance on the anniversary date hereof in each and every subsequent year during the term of this Lease and any severance of the demised premises and inconvenience and disturbance to the Lessor.

AND the Lessor doth also hereby give and grant unto the Lessee the right, liberty and privilege in, upon and across the demised premises to lay down, construct, maintain, inspect, remove replace, reconstruct and repair a pipeline or pipelines and power lines, and all structures and equipment necessary or incidental thereto for use in connection with all the operations whatsoever of the Lessee.

### THE LESSOR HEREBY COVENANTS AND AGREES TO AND WITH THE LESSEE:

- 1. Taxes Paid by Lessor:**  
Promptly to pay and satisfy all taxes, rates and assessments that may be assessed or levied against the said lands during the continuance of this Lease or renewals thereof.
- 2. Quiet Enjoyment:**  
That the Lessor has good title to the said lands as hereinbefore set forth, has good right and full power to grant and lease the said lands, rights and privileges in manner aforesaid, and that the Lessee, upon observing and performing the covenants and conditions on the Lessee's part herein contained, shall and may peaceably possess and enjoy the demised premises and the rights and privileges hereby granted during the said term and any extension thereof without any interruption or disturbance from or by the Lessor or any other person whomsoever.
- 3. Renewal:**  
That if the Lessee be not in default in respect of any of the covenants and conditions contained in this Lease at the date of expiration of the term of Twenty-Five (25) years hereinbefore mentioned then this Lease shall be renewed and the term extended for a further period of Twenty-Five (25) years from the said date subject to the same terms, covenants and conditions as herein contained including this covenant for renewal; PROVIDED, however, that if the Lessee does not wish to exercise such option of renewal, then the Lessor shall be so advised by notice in writing (30) days prior to the expiration of the said term.
- 4. Payment**  
That any payment required to be made by the Lessee hereunder may be made by the Lessee's cheque mailed or delivered to the Lessor at the Lessor's address for notice hereinafter provided.

### THE LESSEE HEREBY COVENANTS AND AGREES TO AND WITH THE LESSOR:

- 5. Payment of Rentals**  
To pay the rentals hereinbefore reserved in each and every year in advance during the continuance of this Lease or any renewal thereof.

**6. Fencing:**

During the continuance of this Lease, to erect and put upon the boundaries of the demised premises a good and substantial fence if so requested by the Lessor and to replace all fences which the Lessee may have removed for its purposes and repair all fences which it may have damaged, and, if and when so requested by the Lessor, to provide proper livestock guards at any point of entry upon the said lands used by it and, upon the use thereof, to close all gates.

**7. Taxes Payable by Lessee:**

To pay all taxes, rates and assessments that may be assessed or levied in respect of any and all machinery, equipment, structures and works placed by the Lessee, in, on, over or under the said lands.

**8. Abandonment and Restoration:**

Upon the abandonment of the demised premises all excavations in connection herewith to be restored, all in compliance with regulations of the Government of the Province of Alberta in that regard, and upon the discontinuance of the use of any portion or portions of the said lands, to restore such portion or portions to the same condition so far as it may be reasonably practicable so to do as that existing immediately prior to the entry thereon and the use thereof by the lessee.

**9. Compensation for Damages:**

To carry on its operations in such a manner as shall cause as little permanent injury as is practicable to the demised lands and to pay compensation for damage done by it to growing crops, fences, buildings or other improvements of the Lessor upon the said lands.

**THE LESSOR AND THE LESSEE DO HEREBY MUTUALLY COVENANT AND AGREE EACH WITH THE OTHER AS FOLLOWS:**

**10. Surrender:**

The Lessee shall have the right at any time on written notice to that effect to the Lessor, to cease the use and occupation of the demised premises, and in the event of the Lessee so doing this Lease shall be terminated, but there shall be no refund to the Lessee of any rental which may have been paid in advance and the Lessee shall have the right within the said period of notice to remove or cause to be removed from the said lands all buildings, structures, fixtures, pipe lines, material and equipment of whatsoever nature or kind, which it may have placed on or in the said lands.

**11. Assignment by Lessee:**

The Lessee may delegate, assign or convey to other persons or corporations, all or any of the powers, rights, and interests obtained by or conferred upon the Lessee hereunder, and may enter into all agreements, contracts, and writings and do all necessary acts and things to give effect to the provisions of this clause.

**12. Notices:**

All notices to be given hereunder may be given letter, postage prepaid, addressed to the Lessee at: **BOX 8, Alberta Beach ALBERTA T0E 0A0** and to the Lessor at **BOX 1250, Onoway ALBERTA T0E 1V0** or such other address as the Lessor and the Lessee may respectively from time to time appoint in writing, and any such notice shall be deemed to be given to, and received by, the Addressee three (3) days after the mailing thereof.

**THIS LEASE** shall enure to the benefit of and be binding upon the Parties hereto and each of them, their respective heirs, executors, administrators, successors and assigns.

**THE LESSEE** does hereby accept this Lease of the above described land, to be held by it as tenant and subject to the conditions, restrictions and covenants above set forth.

**IN WITNESS WHEREOF** the parties hereto have caused these presents to be executed this \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2020.

**SIGNED, SEALED AND DELIVERED**

By the above named Lessor in the presence of:

\_\_\_\_\_  
WITNESS:  
(AS TO BOTH)

\_\_\_\_\_  
Summer Village of Nakamun Lake

\_\_\_\_\_  
Lessee  
**WEST INTER LAKE DISTRICT REGIONAL WATER SERVICES COMMISSION**

CANADA  
PROVINCE OF ALBERTA  
TO WIT:

AFFIDAVIT OF EXECUTION

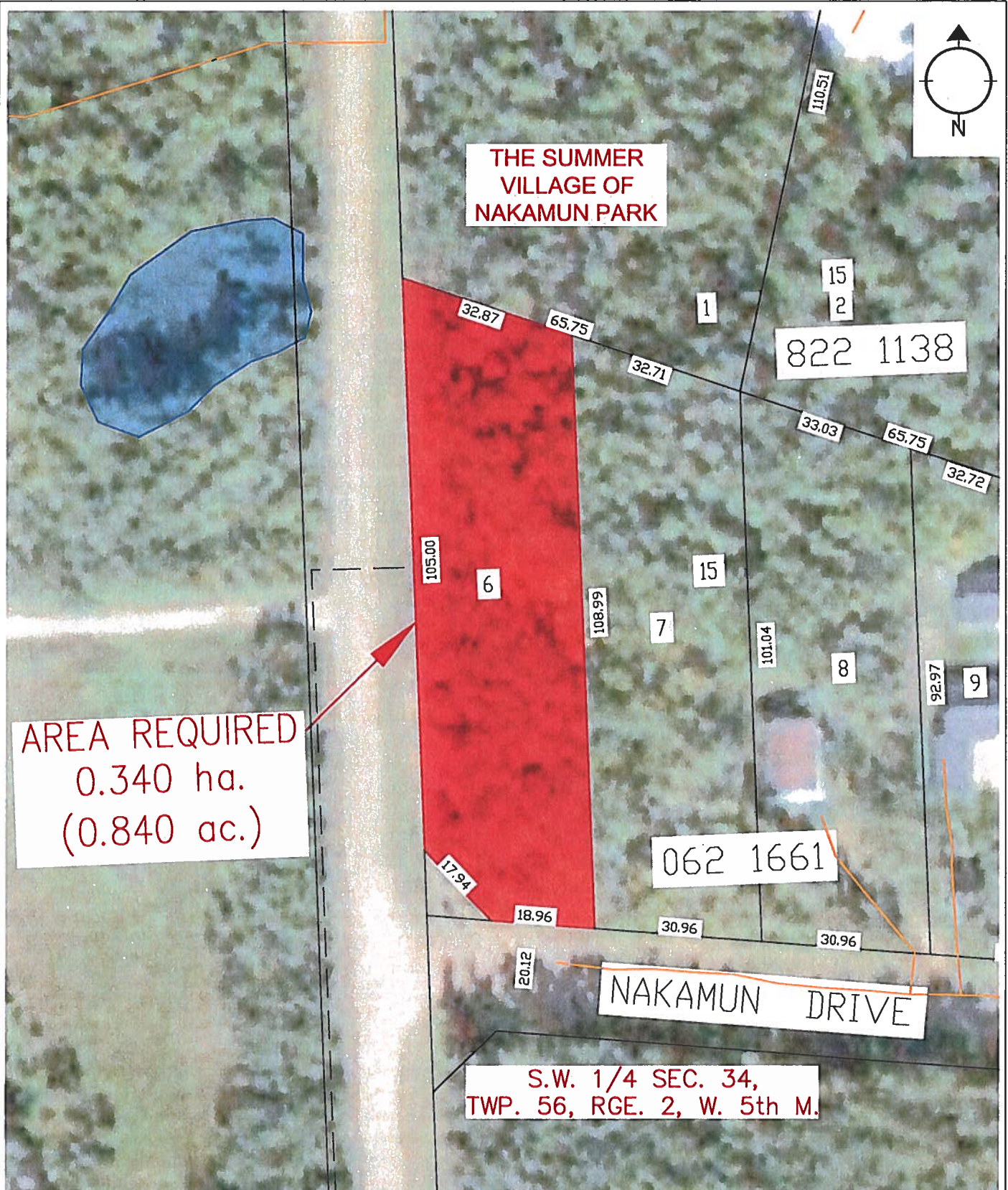
I \_\_\_\_\_ of \_\_\_\_\_ in the Province of Alberta,  
\_\_\_\_\_, make oath and say:

1. That I was personally present and did see  
named in the within instrument, who is (are) personally known to me to be the person(s) named therein,  
duly sign, seal and execute the same for the purposes  
named therein.
2. That the same was executed at \_\_\_\_\_ in the Province of Alberta, and that  
I am the subscribing witness thereto.
3. That I know the said and he (or she) is  
(or they each are) in my belief, of the full age of eighteen years.

SWORN before me at \_\_\_\_\_ )  
in the Province of Alberta this \_\_ day of \_\_\_\_\_ )  
\_\_\_\_\_ A.D. 2020. )

\_\_\_\_\_  
A Commissioner for Oaths in and for the Province of Alberta

**Schedule "A"**



S.W. 1/4 SEC. 34, TWP. 56, RGE. 2, W. 5th M.

**WILDRWSC - PHASE 4 FACILITY**

Owner(s): <b>THE SUMMER VILLAGE OF NAKAMUN PARK</b>	Area Requirements	
	Acres	Hectares
<b>AREA REQUIRED</b>	<b>0.840</b>	<b>0.340</b>



**LEGEND:**

- Area required .....
- Wetlands .....
- Rights-of-Way .....
- Natural gas lines .....
- Wellheads .....

*Position of wellheads and natural gas lines are derived from E.A.C.B. mapping. Field verification is required*

CERTIFICATE OF TITLE NO: 172 136 765  
 LINC NO: 0031 648 744

DATE	DWG	DRAWN BY
August 25, 2020	1	A. LEE

Drawing: 11-209-1007  
 Project Name: Wild Phase 4 Contract 6 Nakamun  
 Client: West Inter Lake District Regional Water Services Commission  
 Date: 11/29/2011  
 Scale: 1" = 100'

Copyright Reserved  
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Consultant

Notes

Legend

Revision	By	Date	Description
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Permit/Load

Client/Project  
 WEST INTER LAKE DISTRICT REGIONAL WATER SERVICES COMMISSION  
 WILD PHASE 4 CONTRACT 6 NAKAMUN

LAC SITE, ANNE COUNTY

Title  
 CIVIL  
 SITE PLAN

Project No. 11-209-1007  
 Revision 0  
 Drawing No. C-101  
 Sheet 1 of 99



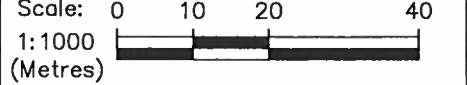




**ENCUMBRANCE:**  
 INSTRUMENT 062 145 962  
 RESTRICTIVE COVENANT  
 THE SUMMER VILLAGE OF  
 NAKAMUN PARK

<b>PLAN 062 1661, BLOCK 15, LOT 6</b> WITHIN THE <b>S.W. 1/4 SEC. 34, TWP. 56, RGE. 2, W. 5th M.</b>		
Owner(s): <b>THE SUMMER VILLAGE OF                  NAKAMUN PARK</b>	Area Requirements	
	Acres	Hectares
<b>AREA REQUIRED</b>	<b>0.84</b>	<b>0.340</b>

**WILDRWSC - PHASE 4 FACILITY**  
**C3 - TRUCK FILL**  
  
**THE SUMMER VILLAGE OF**  
**NAKAMUN PARK**



**LEGEND:**  
 Area required ..... .....  
 Rights-of-Way ..... .....  
 Natural gas lines ..... .....

*Position of natural gas lines are derived from E.R.C.B. mapping. Field verification is required*

CERTIFICATE OF TITLE NO: 172 136 765	DATE	DWG	DRAWN BY
LINC NO: 0031 648 744	MAY 12, 2020	1	C.LEWIS

**Certificate of Title**

1.



LAND TITLE CERTIFICATE

S  
LINC                      SHORT LEGAL                      TITLE NUMBER  
0031 648 744            0621661;15;6                      172 136 765

LEGAL DESCRIPTION  
PLAN 0621661  
BLOCK 15  
LOT 6  
EXCEPTING THEREOUT ALL MINES AND MINERALS  
AREA: 0.34 HECTARES (0.84 ACRES) MORE OR LESS

ESTATE: FEE SIMPLE  
ATS REFERENCE: 5;2;56;34;SW

MUNICIPALITY: SUMMER VILLAGE OF NAKAMUN PARK

REFERENCE NUMBER: 152 303 452

---

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
172 136 765	02/06/2017	TRANSFER OF LAND		SEE INSTRUMENT

---

OWNERS  
THE SUMMER VILLAGE OF NAKAMUN PARK.  
OF BOX 1250  
ONOWAY  
ALBERTA T0E 1V0

---

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
822 105 138	12/05/1982	UTILITY RIGHT OF WAY GRANTEE - ALBERTA GOVERNMENT TELEPHONES.

062 145 962    05/04/2006 RESTRICTIVE COVENANT

TOTAL INSTRUMENTS: 002

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THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN  
ACCURATE REPRODUCTION OF THE CERTIFICATE OF  
TITLE REPRESENTED HEREIN THIS 11 DAY OF MAY,  
2020 AT 08:37 P.M.

ORDER NUMBER: 39297790

CUSTOMER FILE NUMBER: 113929559



\*END OF CERTIFICATE\*

---

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED  
FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,  
SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM  
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION,  
APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS  
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING  
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).

At this time, some key considerations that we will be looking to include in reference to in the agreement are:

- 1) Foot print to be contained in 4006 Nakamun Drive

I believe we should have this already but I will send you the iop to double confirm

- 2) Access location(s) for site to be restricted to Range Road 23

See IOP

- 3) A tree belt (depth to be determined in negotiation) to remain on the north and boundary, and pending any construction-required access/clearing to 4007, on the east boundary of 4007 (for general noise mitigation)

We can make this work I just need to know how much

- 4) Fencing of the subject lands - either 4006 proper or both 4006/4007 with a partition dividing the two lots where appropriate.

This is a commission decision but easily done

- 5) Additional signage and road safety - for the village, in the immediate area. Perhaps including additional speed limit signs, "local traffic only" signs, weight restriction signs, and speed bumps.

We have never put in speed bumps but the signs are no issue

- 6) Preferred routing signs for non-local commercial haulers (i.e. South RR23, East TWP 564, Up RR 22).

This shouldn't be an issue

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- 7) Lighting for 4006 and immediate roadway/intersection.

**We can do this at the commissions direction**

- 8) Requirement to complete a development permit application for the proposes works.

**This is not a problem we do them for all of the stations.**

- 9) Commitment to hold a public consultation with adjacent properties and the community at large prior to work beginning.

**This is fine, let us know if we want to do an in person or a virtual one**

- 10) Consideration for restricted operating hours of the truck fill - if possible - on the weekends? Just to help with noise mitigation as it is in a residential district.

**Typically we don't have a significant use after hours or on the weekends**

- 11) Possible "cutting down" of the Hill on RR23 before the intersection with Nakamun Drive - as it is a dangerous corner/blind spot already, and would be more so with increased commercial traffic.

**At the commissions direction**



## Summer Village of Nakamun Park Request For Decision - (RFD) 2020-42

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>September 16<sup>th</sup>, 2020</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>Appeal of Enforcement Order 20STOP08-23</b>
<b>Agenda Item Number:</b>	<b>6(b) – Business</b>

### **BACKGROUND/PROPOSAL:**

The municipality issued an Enforcement Order to the owner of the subject property on August 19<sup>th</sup>, 2020. The order was issued pursuant to Section 546 of the Municipal Government Act and required compliance by September 9<sup>th</sup>, 2020 at 4:30 p.m.

On September 8<sup>th</sup>, 2020, the municipality received an appeal of this order from an agent representing the property owner. The nature of the order means that the appeal goes to Council (as opposed to an external appeal board, such as SDAB). Administration has therefore arranged for this appeal to be heard by Council at the September 16<sup>th</sup>, 2020 regular council meeting, at 5:45 p.m.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

The following items are presented for consideration of Council during the appeal:

- a) Enforcement Order 20STOP08-23, including photographs of subject parcel (redacted version attached)
- b) Appeal Letter (Email), received September 8<sup>th</sup>, 2020 (redacted version attached)
- c) Notice of Appeal Hearing Letter, sent September 9<sup>th</sup>, 2020 (redacted version attached)

To address this appeal hearing, Council will recess from their regular meeting and conclude a separate agenda (attached for reference), with the notes from this agenda and all exhibits/presentations being entered into the record. Once the hearing is adjourned, Council will move back to the regular meeting at which time they may render a verdict regarding this appeal based on the evidence received at the hearing.

In general, the ruling of the Review by Council may be one of the following:

- Uphold the Order, as presented (Deny the Appeal)
- Uphold the Order, with amendments (for example, a reasonable time extension)
- Grant the Appeal (Withdraw the Order)

If the order is upheld, the municipality will seek a court order to complete the required work to remedy the property.

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**COSTS/SOURCE OF FUNDING (if applicable)**

If the order is upheld, there will be costs to apply for a court order and costs to complete the enforcement, but those would be charged back to the property and if unpaid would be transferred to the tax account.

**RECOMMENDED ACTION:**

- 1) That Council render a decision on the appeal, based on the evidence provided at the scheduled hearing on September 16<sup>th</sup>, 2020.

<b>Initials show support</b> – Reviewed By: <b>CAO: <i>D. Moskalyk</i></b>
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# SUMMER VILLAGE OF NAKAMUN PARK

## REVIEW BY COUNCIL

PURSUANT TO SECTION 547(1) MUNICIPAL GOVERNMENT ACT  
ENFORCEMENT ORDER AGAINST PLAN 2302MC Block B, Lot 9  
DATED AUGUST 18<sup>TH</sup>, 2020

## A G E N D A

**DATE:** Wednesday, September 16<sup>th</sup>, 2020

**TIME:** 5:45 P.M.

**PLACE:** Onoway Civic Centre  
4812-51<sup>st</sup> Street, Onoway, AB.

1. Call to Order and Opening Remarks
2. Introductions
3. Adoption of Agenda
4. Public Hearing

Request for review of the Order, 20STOP08-23, issued by the Designated Officer for the Summer Village of Nakamun Park and dated August 18<sup>th</sup>, 2020, with respect to unsightly and unkempt nature of Plan 2302MC, Block B, Lot 9: 5001 Hillcrest Drive (the "Lands").

- a) Presentation by Development Authority
- b) Presentation by Appellant(s).

5. Adjourn the Public Hearing
6. Council Decision
  - a) Finding of Fact
  - b) Motion
7. Adjournment

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## EXHIBITS

- Exhibit 1 Enforcement Order 20STOP08-23 – Dated August 18<sup>th</sup>, 2020  
Exhibit 2 Letter of Appeal – [REDACTED] – Received September 8<sup>th</sup>, 2020.  
Exhibit 3 Notice of Review By Council – Review Date September 9<sup>th</sup>, 2020.

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SUMMER VILLAGE OF NAKAMUN PARK

**Development Services**

Box 2945, Stony Plain, AB., T7Z 1Y4

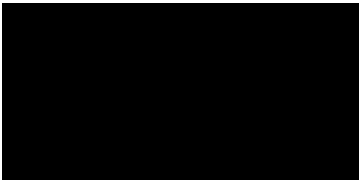
Phone (780) 718-5479 Fax (866) 363-3342 Email: [pcm1@telusplanet.net](mailto:pcm1@telusplanet.net)

**ENFORCEMENT ORDER**

Section 546, *Municipal Government Act*  
RSA 2000, c. M-26.

August 19, 2020

File: 20STOP08-23



**Re: PLAN 2302 MC, BLOCK B, LOT 9 : 5001 HILLCREST DRIVE (the "Lands").**

In my capacity as a Designated Officer of the Summer Village of Nakamun Park I am issuing this Enforcement Order to you pursuant to s.546 of the *Municipal Government Act*, RSA 2000, c. M-26, as amended, with respect to the following lands:

**Plan 2302 MC  
Block B  
Lot 9  
Excepting Thereout all Mines and Mineral**  
  
(the "Lands")

Section 546 of the *Municipal Government Act* states:

- (1) If, in the opinion of a designated officer, a structure, excavation or hole is dangerous to public safety or property, because of its unsightly condition, is detrimental to the surrounding area, the designated officer may by written order
  - (a) require the owner of the structure to
    - (i) eliminate the danger to public safety in the manner specified, or
    - (ii) remove or demolish the structure and level the site;

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## SUMMER VILLAGE OF NAKAMUN PARK

### Development Services

Box 2945, Stony Plain, AB., T7Z 1Y4

Phone (780) 718-5479 Fax (866) 363-3342 Email: [pcm1@telusplanet.net](mailto:pcm1@telusplanet.net)

- 
- (b) require the owner of the land that contains the excavation or hole to
    - (i) eliminate the danger to public safety in the manner specified, or
    - (ii) fill in the excavation or hole and level the site;
  - (c) require the owner of the property that is in an unsightly condition to
    - (i) improve the appearance of the property in the manner specified, or
    - (ii) if the property is a structure, remove or demolish the structure and level the site.
- (2) The Order may
- (a) state a time within which the person must comply with the Order;
  - (b) state that if the person does not comply with the Order within a specified time, the municipality will take the action or measure at the expense of the person.

In my opinion, as a Designated Officer of the Summer Village of Nakamun Park, I find that the Lands are in an unsightly condition as a result of:

1. The Lands are not being maintained in an aesthetic condition; specifically, the trees, grass, weeds, and other vegetation have been allowed to overgrow unabated.

I have attached photographs taken during my inspection dated August 13, 2020, and which form part of the basis upon which I have concluded that the Lands are in an unsightly condition.

**You are hereby ordered to remedy the unsightly condition by:**

1. Removing the trees, mowing the grass, removing the weeds, and trimming the other vegetation.

**In order to remedy the unsightly condition of the lands as set out above you are hereby required to complete the following work on or before the specified dates:**

1. Cutting the trees, mowing the grass, removing weeds, and trimming the other vegetation by **4:30 pm on Friday, September 11, 2020.**

Pursuant to s.550(1) of the *Municipal Government Act*, you are hereby advised that the Summer Village of Nakamun Park may take whatever actions or measures are necessary to address the unsightly condition of the Lands. If you do not comply with this Enforcement Order within the specified time, the Summer Village of Nakamun Park may take the action necessary



## SUMMER VILLAGE OF NAKAMUN PARK

### Development Services

Box 2945, Stony Plain, AB., T7Z 1Y4

Phone (780) 718-5479 Fax (866) 363-3342 Email: [pcm1@telusplanet.net](mailto:pcm1@telusplanet.net)

to clean up the Lands at your expense, including proceeding before the Court for a Court Order in support of the enforcement of this Enforcement Order. Please be advised that the expenses and costs of actions or measures taken by the Summer Village of Nakamun Park under this section are an amount owing to the Summer Village of Nakamun Park by you.

Pursuant to s.553.1(1)(c) monies owing to the Summer Village of Nakamun Park may be added to the tax roll of **any property** within the Summer Village for which you are the assessed person.

An owner or occupier or other person to whom this Enforcement Order is directed and who considers themselves aggrieved by the Enforcement Order, may by written notice request that the Municipal Council review the Order within Seven (7) days of the date the Order is received

This appeal may be sent to the Summer Village of Nakamun Park at:

Summer Village of Nakamun Park  
P.O. Box 1250  
Onoway, Alberta T0E 1V0  
Phone: (780) 967-0271  
Email: [cao@svnakamun.com](mailto:cao@svnakamun.com)

Yours truly,

SUMMER VILLAGE OF NAKAMUN PARK

Per: Tony Sonnleitner  
Designated Officer for the Summer Village of Nakamun Park  
(780) 718-5479  
Attach.

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**SUMMER VILLAGE OF NAKAMUN PARK**

**Development Services**

Box 2945, Stony Plain, AB., T7Z 1Y4

Phone (780) 718-5479 Fax (866) 363-3342 Email: [pcm1@telusplanet.net](mailto:pcm1@telusplanet.net)

**PHOTOGRAPHS OF THE SUBJECT LANDS:**

PLAN 2302 MC, BLOCK B, LOT 9 : 5001 HILLCREST DRIVE, taken by the Designated Officer on August 13, 2020.



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SUMMER VILLAGE OF NAKAMUN PARK

**Development Services**

Box 2945, Stony Plain, AB., T7Z 1Y4

Phone (780) 718-5479 Fax (866) 363-3342 Email: [pcm1@telusplanet.net](mailto:pcm1@telusplanet.net)

PLAN 2302 MC, BLOCK B, LOT 9 : 5001 HILLCREST DRIVE, taken by the Designated Officer on August 13, 2020,  
CONT:



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**SUMMER VILLAGE OF NAKAMUN PARK**

**Development Services**

Box 2945, Stony Plain, AB., T7Z 1Y4

Phone (780) 718-5479 Fax (866) 363-3342 Email: [pcm1@telusplanet.net](mailto:pcm1@telusplanet.net)

PLAN 2302 MC, BLOCK B, LOT 9 : 5001 HILLCREST DRIVE, taken by the Designated Officer on August 13, 2020,  
CONT:



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**Date** Tue, 08 Sep, 20 10:21:02AM  
**From** [REDACTED]  
**To** Nakanum Park Summer Village  
 cao@svnakamun.com  
**Subject** Appeal to Enforcement Order

I will send original by mail.  
 Thank you  
 [REDACTED]

Bell LTE

10:14 AM

19%

Done

Scanned Documents



September 8<sup>th</sup>, 2020

File: 20STOP08-23

Summer Village of Nakamun Park  
 P.O. Box 1250  
 Onoway, AB  
 T0E 1V0

To Whom It May Concern ,

On September 3<sup>rd</sup>, 2020, my son, [REDACTED], received an Enforcement Order in relation to the property at Summer Village of Nakamun Park, located at 5001 Hillcrest Drive. The order stipulates that the trees must be removed, the grass cut, and other vegetation trimmed by September 11<sup>th</sup>, 2020. In response, this is our official appeal to the matter,

The county is well aware, that both my son and I, live in the North West Territories. During these unprecedented times, we have been under lockdown and received restricted orders from the government since the beginning of the pandemic. No attempts at contacting my son, nor myself were previously made prior to receiving the Enforcement Order. This is unfortunate, because a simple email, phone call, or courtesy letter, would have been sufficient enough to remedy these concerns. Notices would have helped cultivate a proactive dialogue of open communication in order to move forward.

Being an essential worker, I have only recently been granted permission to leave the Territories, and will be using my vacation time to remedy the property. I will be at the cottage from September 11<sup>th</sup> to September 16<sup>th</sup>, during which the landscaping maintenance will occur. I would greatly appreciate for the upcoming inspection to be made in between September 13<sup>th</sup> to September 16<sup>th</sup>, so that I can converse with the inspector and discuss future plans etc.

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[REDACTED] approves this appeal, while also granting me permission to represent his case and to assist with the property maintenance, presently and regarding any future communications pertaining to his property. I hope we can move forward in a more amicable direction to benefit all of us.

Sincerely,

[REDACTED]

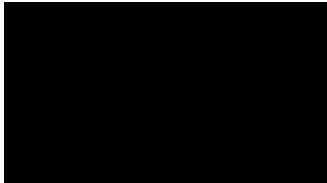


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P.O. BOX 1250  
ONOWAY ALBERTA  
T0E 1V0

September 9<sup>th</sup>, 2020



**Re: REVIEW BY COUNCIL WITH RESPECT TO AN ORDER PURSUANT TO MUNICIPAL GOVERNMENT ACT SECTION 546 AGAINST PLAN 2302MC, BLOCK B, LOT 9 : 5001 HILLCREST DRIVE (the "Lands") SUMMER VILLAGE OF NAKAMUN PARK**

Your notice of appeal, received on September 8<sup>th</sup>, 2020, is herein acknowledged. The Council for the Summer Village of Nakamun Park has arranged the following date, time and place for a review of the Order issued against the Lands:

Date: Wednesday September 16<sup>th</sup>, 2020  
Time: 5:45 P.M.  
Place: Onoway Civic Centre  
4812-51<sup>st</sup> Street Onoway, AB.

Virtual: Dial 1-877-385-4099, enter code 5501623# when prompted.

This review is held for the purpose of determining the basis of your appeal as well as the reasons for the decision given by the Development Authority. You are therefore requested to attend these proceedings. Please contact me upon receipt of this notice to discuss procedure and address questions, or concerns, that you may have about the review process.

Regards,

A handwritten signature in blue ink, appearing to read "Dwight Moskalyk".

Dwight Darren Moskalyk  
Chief Administrative Officer  
Summer Village of Nakamun Park  
780-967-0271 (ph)  
[cao@svnakamun.com](mailto:cao@svnakamun.com) (email)

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## Summer Village of Nakamun Park Request For Decision - (RFD) 2020-43

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>September 16<sup>th</sup>, 2020</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>ASVA 2020 Annual General Meeting – Attendance</b>
<b>Agenda Item Number:</b>	<b>6(c) – Business</b>

### **BACKGROUND/PROPOSAL:**

The municipality is a member of the Association of Summer Villages of Alberta (ASVA). Council and Administration is annually invited to register for the ASVA conference, and the Annual General Meeting (AGM) is usually held as part of the conference agenda. In 2020, the annual conference was cancelled, but the AGM is still being held and all member councils are invited to register for virtual access.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

Attached to the RFD are two emails with details on the conference for reference. I have also attached the AGM agenda and supporting material referenced on that agenda (i.e. financial statements, bylaws).

The ASVA AGM will be held virtually on October 15<sup>th</sup>, 2020 beginning at 4:00 P.M. In order to register we need to submit participants names, title, municipality and email addresses for any members authorized to attend, and ASVA will follow-up with a virtual meeting link closer to the date.

### **COSTS/SOURCE OF FUNDING (if applicable)**

As noted in the emails, there is no fee for participating in the AGM this year. However, there would be council honorariums/meeting fees for participating, which would be covered in the operating budget.

### **RECOMMENDED ACTION:**

- 1) That Council authorize the attendance of some or all of Council at the 2020 Association of Summer Villages of Alberta Annual General Meeting, to be held virtually on October 15<sup>th</sup>, 2020 at 4:00 P.M..

<b>Initials show support</b> – Reviewed By:	<b>CAO: D. Moskalyk</b>
---	-------------------------

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**Date** Wed, 02 Sep, 20 10:15:26AM

**From** ASVA Exec Director  
summervillages@gmail.com

**To** Association of Summer Villages of Alberta  
summervillages@gmail.com  
Brenda Shewaga  
brenda.yellowstone@gmail.com  
Dennis Evans  
d.evans@xplornet.com  
Duncan Binder  
12028dak@gmail.com  
Gary Burns  
gmburns45@gmail.com  
Marlene Walsh  
marlenehwalsh@gmail.com

**Cc** MIKE PASHAK  
mike.pashak@shaw.ca  
Morris Nesdole  
mnesdole@outlook.com  
Pete Langelles  
plangell@telus.net  
Peter Pellatt  
ppellatt@shaw.ca  
R.W. (Rob) Dickie  
dickie@nicholsenvironmental.com  
Teresa Beets  
tabeets@gmail.com

**Subject** Notice of AGM

Members of Council and CAO's:

In accordance with Section 4. (c) of the Association bylaws, please consider this notice of the 2020 ASVA Annual General Meeting to be held October 15, 2020 at 4:00 p.m. Attached is a copy of the Agenda, the 2019 AGM minutes that must be approved by the membership, the 2019 financial statement that must also be approved by the membership, and the Special Resolution (that was previously circulated under its own official notice).

In order to provide time to set up the AGM virtually, **the deadline to register for the AGM is October 7th, 2020.**

Remember to register, I will require:

Participant Name  
Title  
Municipality  
Email address

Please utilize the attachments for the meeting (circulate via email to your council members or print off). The ASVA will not be printing paper copies to mail out.

As previously advised, there is no fee to participate in the virtual AGM. The AGM will be followed by an Advocacy Panel Discussion facilitated by the Executive Board (President, Vice President and Treasurer). We anticipate the entire program should not be more than 2 hours.

The Annual Report will be distributed via email, closer to the meeting date.

If you have any questions, please don't hesitate to contact me.

Regards,

**Deb Hamilton**  
Executive Director  
Association of Summer Villages of Alberta  
780-236-5456  
[execdirector@asva.ca](mailto:execdirector@asva.ca)

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[:2020 ASVA AGM Agenda.pdf \(79K\)](#)



[:ASVA AGM Minutes October 17, 2019.pdf \(131K\)](#)



[:asva 2019 fin stmt-audit.signed.pdf \(676K\)](#)



[:Notice of Special Resolution, New Bylaw.pdf \(70K\)](#)



[:Schedule A - ASVA Bylaw.June 15.2020.pdf \(203K\)](#)



[:Schedule B - ASVA By-Laws Approved October 25, 2013.pdf \(240K\)](#)

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cao@onoway.ca

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**From:** administration@wildwillowenterprises.com  
**Sent:** September 1, 2020 2:09 PM  
**To:** Liz Turnbull; Bernie Poulin; Graeme & Sherry Horne; Graeme Horne; Sandi Benford; Garth Ward; Brian Johnson; Russ Purdy; Brenda Shewaga; Don Bauer  
**Cc:** Wendy Wildman  
**Subject:** FWD: Re: 2020 Annual General Meeting

Councils, follow up email from the ASVA.

Heather Luhtala,  
Asst. CAO

**S.V. of South View** ([Sign Up for South View Connect Today!](#))  
**S.V. of Silver Sands** ([Sign Up for Silver Sands Connect Today!](#))  
**S.V. of Yellowstone** ([Sign Up for Yellowstone Connect Today!](#))

Phone: 587-873-5765

Fax: 780-967-0431

Website: [www.wildwillowenterprises.com](http://www.wildwillowenterprises.com)

Email: administration@wildwillowenterprises.com

----- Original Message -----

Subject: Re: 2020 Annual General Meeting

From: "ASVA Exec Director" <summervillages@gmail.com>

Date: 9/1/20 1:54 pm

To: "Deb Hamilton" <execdirector@asva.ca>

Cc: "Brenda Shewaga" <brenda.yellowstone@gmail.com>, "Dennis Evans" <d.evans@xplornet.com>, "Duncan Binder" <12028dak@gmail.com>, "Gary Burns" <gmburns45@gmail.com>, "Marlene Walsh" <marlenehwalsh@gmail.com>, "MIKE PASHAK" <mike.pashak@shaw.ca>, "Morris Nesdole" <mnesdole@outlook.com>, "Pete Langelle" <plangell@telus.net>, "Peter Pellatt" <ppellatt@shaw.ca>, "R.W. (Rob) Dickie" <dickie@nicholsenvironmental.com>, "Teresa Beets" <tabeets@gmail.com>

Members,

As a follow up to this notice, I have had a question on fees. You will note that **there is no fee to participate in the 2020 AGM.**

Also, as indicated in the email sent to all members on August 5th, 2020, the Board had to make the difficult decision to cancel the conference this year. The pandemic and related gathering restrictions have limited our ability to host an actual conference. The outlook for this fall does not appear to be changing in this regard and that is why the AGM will be conducted in a virtual setting.

Regards,

**Deb Hamilton**

Executive Director

Association of Summer Villages of Alberta

780-236-5456

[execdirector@asva.ca](mailto:execdirector@asva.ca)

[www.asva.ca](http://www.asva.ca)

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On Tue, 1 Sep 2020 at 13:32, ASVA Exec Director <[summervillages@gmail.com](mailto:summervillages@gmail.com)> wrote:

Good afternoon members. Attached please find the official poster notice for the 2020 ASVA Annual General Meeting. Please distribute to your members of council. As the poster indicates all that participate must have their own email address in order to cast a vote at the AGM. Additional emails will be sent shortly on the Notice of a Special Resolution to Replace the Bylaws as well as the preliminary AGM Agenda.

We look forward to your participation in our virtual AGM. Closer to the meeting date, additional information will be distributed on the specifics of the Zoom meeting and protocols.

If you have any questions, please never hesitate to contact me.

Regards,

**Deb Hamilton**

Executive Director

Association of Summer Villages of Alberta

780-236-5456

[execdirector@asva.ca](mailto:execdirector@asva.ca)

[www.asva.ca](http://www.asva.ca)

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Association of  
**SUMMER VILLAGES**  
OF ALBERTA

# 62nd Annual General Meeting

Thursday, October 15, 2020  
4:00 pm  
Virtual "Zoom" Meeting

## AGENDA

1. Call to Order by the President
2. Approval of the Agenda
3. Adoption of Minutes from 2019 Annual General Meeting
4. ASVA Annual Report
5. 2019 Financial Statements
6. ASVA Resolutions
  - a. Special Resolution on New Bylaw (attached)
  - b. Date of the Next Annual General Meeting
  - c. Adjournment



**61<sup>st</sup> Annual General Meeting**  
**Executive Royal Hotel**  
**8450 Sparrow Dr, Leduc, AB**  
**Thursday, October 17, 2019**  
**4:00 pm**  
**Lancaster Room**

## Minutes

### **1. Call to Order by the President**

The 61<sup>st</sup> Annual General Meeting of the Association of Summer Villages of Alberta was called to order by President Pashak at 4:05 p.m.

### **2. Approval of the Agenda**

*Moved by Brenda Shewaga, SV of Yellowstone, that the agenda be approved as circulated.*

*Carried.*

### **3. Adoption of Minutes from 2018 Annual General Meeting**

*Moved by Paul Tercier, SV of Bonnyville Beach that the minutes from the October 19, 2018 Annual General Meeting, be approved as circulated.*

*Carried.*

### **4. ASVA Annual Report – Successes and Challenges**

President Pashak referred to the 2018-19 Annual Report to highlight the successes and challenges of the last year.

*Moved by Brian Keeler, SV of Norris Beach that the ASVA Annual Report be accepted as information.*

*Carried.*

### **5. 2017 Financial Statements**

Treasurer Rob Dickie addressed the 2018 Year End Financial Statement and Notice to Reader that was circulated to the membership.

*Moved by Brenda Shewaga, SV of Yellowstone that the 2018 Year End Financial Statement be approved as circulated.*

*Carried.*

### **6. ASVA Resolutions**

No resolutions were received by the deadline.

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President Pashak advised that he had a number of delegates speak to him today about a couple issues. President Pashak opened the floor for some brief comments from the delegates before proceeding to the next item on the agenda.

The SV of Birchcliff put forth a request that the ASVA support the establishment of provincial regulations related to responsible ice fishing and ice hut removal from Alberta lakes. They are hoping that the ASVA would appoint a committee to work out details of a resolution to go to the government of Alberta, that this resolution be circulated to the summer village councils for support and then forwarded to the Minister of AEP.

Further discussions took place relative to noxious weed seeds being found in a number of the mixed flower packets sold at places like Rona, Home Depot, Canadian Tire, etc. The SV of Norris Beach put forth a request for the ASVA to send a letter to the appropriate provincial department banning these types of seeds from entering the province. It was also suggested that the Alberta Greenhouse Growers Association be contacted.

#### **7. Next Annual General Meeting**

The date for the next Annual General Meeting of the ASVA is Thursday, October 15, 2020.

#### **8. Adjournment** – The meeting adjourned at 4:27 p.m.

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**Colleen Ewashko, Chartered Professional Accountant**

PO Box 329  
Thorhild, AB T0A 3J0

Phone: 780-398-2050  
Cell: 780-349-1213  
Email: cewashkocma@gmail.com

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**NOTICE TO READER**

On the basis of information provided by the organization, I have compiled the Statement of Financial Position of Association of Summer Villages of Alberta as at December 31, 2019 and the statements of operations and changes in cash flows for the year then ended.

I have not performed an audit or review engagement on these financial statements and, accordingly, I express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.



Thorhild, Alberta  
July 12, 2020

Colleen Ewashko  
Chartered Professional Accountant

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**Association of Summer Villages of Alberta**

Statement of Financial Position

As at December 31, 2019

(Unaudited - See Notice to Reader)

<b>ASSETS</b>			
		<b>2019</b>	<b>2018</b>
<b>CURRENT ASSETS</b>			
Cash	\$	27,488	\$ 33,280
Grants Receivable		2,500	-
Term Deposits		52,232	51,508
		82,220	84,788
<b>Computer Equipment</b>		794	794
		794	794
<b>TOTAL ASSETS</b>	<b>\$</b>	<b>83,014</b>	<b>\$ 85,582</b>
<b>LIABILITIES</b>			
<b>CURRENT LIABILITIES</b>			
Accounts Payable	\$	323	\$ -
Deferred Contributions		-	-
		323	-
<b>LONG TERM LIABILITIES</b>			
<b>TOTAL LIABILITIES</b>		<b>323</b>	<b>-</b>
<b>NET ASSETS</b>			
<b>Unrestricted Net Assets</b>			
Balance, beginning of year		84,788	84,123
Surplus (deficit)		(2,890)	665
		81,899	84,788
<b>Less Externally Restricted Net Assets</b>		-	-
<b>Unrestricted Net Assets</b>		<b>81,899</b>	<b>84,788</b>
<b>Net investment in capital assets</b>		<b>794</b>	<b>794</b>
<b>TOTAL NET ASSETS</b>		<b>82,693</b>	<b>85,582</b>
<b>TOTAL LIABILITIES &amp; NET ASSETS</b>		<b>83,014</b>	<b>85,582</b>

Approved By

Mike Pashak, President

Name & Position

Date July 27, 2020



Signature

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**Association of Summer Villages of Alberta**

Statement of Operations

For the Year Ending December 31, 2019

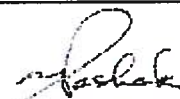
(Unaudited - See Notice to Reader)

	2019	2018
<b>REVENUE</b>		
ASVA Conference	\$ 43,643	\$ 47,998
Dues	40,754	40,557
Interest Income	1,103	795
<b>Total Operating Revenues</b>	<b>85,500</b>	<b>89,350</b>
<b>OPERATING EXPENSES</b>		
ASVA Conference	29,027	32,567
ASVA Administration	37,657	34,506
Board Remuneration	12,213	15,027
Meeting Expenses	2,857	2,965
Workshops	1,334	320
Bank Charges	306	112
Office & Telecommunication	1,523	1,267
ASVA Audit	630	578
Insurance	1,646	947
Gifts	561	250
Project Costs	315	-
Website	321	147
<b>Total Operating Expenses</b>	<b>88,391</b>	<b>88,686</b>
<b>Total Surplus (Deficit) for the period</b>	<b>\$ (2,890)</b>	<b>\$ 664</b>

Approved By

Date July 27, 2020

Mike Pashak, President



Name & Position

Signature

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**Association of Summer Villages of Alberta**

Statement of Changes in Cash Flows  
For the Year Ending December 31, 2019  
(Unaudited - See Notice to Reader)

	2019	2018
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Cash received from grants	\$ -	\$ -
Cash received from dues	40,754	40,557
Cash received for Conferences	41,143	47,998
Cash received from interest	1,103	795
Cash paid for materials and services	(88,068)	(88,686)
<b>Cash provided by (used in) operating activities</b>	<b>(5,068)</b>	<b>664</b>
<b>CASH PROVIDED BY (USED IN) INVESTMENT ACTIVITIES</b>		
Purchase of capital assets	-	
<b>CASH PROVIDED BY (USED IN) FINANCING ACTIVITIES</b>		
<b>Net Cash Provided by (Used In) Financing &amp; Investment</b>	<b>-</b>	<b>-</b>
<b>NET INCREASE (DECREASE) IN CASH &amp; INVESTMENTS</b>	<b>(5,068)</b>	<b>664</b>
<b>CASH AND INVESTMENTS, BEGINNING OF YEAR</b>	<b>84,788</b>	<b>84,124</b>
<b>CASH AND INVESTMENTS, END OF YEAR</b>	<b>\$ 79,720</b>	<b>\$ 84,788</b>
Consisting of		
Operating Bank Account	\$ 27,488	\$ 33,280
Term Deposits	52,232	51,508
	<b>\$ 79,720</b>	<b>\$ 84,788</b>

Approved By

Mike Pashak, President

Name & Position

Date July 27, 2020

Signature



Association of  
**SUMMER VILLAGES**  
OF ALBERTA

September 2, 2020

**To: Members of the Association of Summer Villages of Alberta**

**NOTICE OF SPECIAL RESOLUTION TO REPLACE THE BYLAWS**

**Association of Summer Villages of Alberta**

The Board of Directors of the Association of Summer Villages of Alberta (herein "ASVA") hereby gives notice that at the 2020 Annual General Meeting of the ASVA to be held October 15, 2020 at 4:00 p.m. through virtual means, the Board of Directors will be proposing the following Special Resolution to repeal and replace the current ASVA Bylaws with the amended Bylaws attached hereto as Schedule "A":

**WHEREAS** Section 14 of the current ASVA Bylaws states that "The Board of Directors and/or any Member in good standing may propose to amend the Bylaws of the Society."

**AND WHEREAS** the Board of Directors of the ASVA, at their June 15, 2020 meeting endorsed the new Bylaws for submission to the Membership at the 2020 Annual General Meeting.

**AND WHEREAS** the proposed amended bylaws, attached as Schedule "A" removes many of the administrative verbiage contained in the current bylaw, is modernized and is policy driven.

**AND WHEREAS** attached as Schedule "B" are the existing Bylaws that are proposed to be repealed and replaced, attached for comparative purposes.

**AND WHEREAS** the proposed amendment herein will not, by its nature, content or description, compromise, modify, alter affect or change in any way the fundamental and paramount principle of ASVA being that ASVA is owned and controlled by its Regular Members only.

**NOW THEREFORE** the Board of Directors of the ASVA proposes that a Special Resolution be passed at the Annual General Meeting of the ASVA to repeal and replace the existing ASVA Bylaws in their entirety with the Bylaws attached as Schedule "A".

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**The Association of Summer Villages of Alberta (ASVA)  
Bylaws  
Registered Society 10033**

Article I. Name

1.01.1 The name of the association shall be the Association of Summer Villages of Alberta (ASVA), referred to in these bylaws as the "Association."

Article II. Purpose of Bylaws

2.01 The purpose of these bylaws is to conform to the provisions of the Societies Act, R.S.A. 2000 cS-14 and set out how the Association will provide leadership in advocating local government interest to the Provincial Government and other organizations and provide services that address the need of its membership.

2.02 These bylaws establish a fundamental principal that the Association is owned and controlled by the regular members of the Association in every material way.

Article III. General

3.01 The Board of Directors may establish procedures for convening any meeting referred to in these Bylaws. Notice shall be by electronic or other communication facilities including conference calling, facsimile, e-mail or such other technology as may become available. All meeting notices shall include the date, time and location.

3.02 A reference in these Bylaws to an "Annual General Meeting" means a meeting of the membership held once a year at a time prescribed by the membership at the previous year's Annual General Meeting and always at a time after the general municipal elections.

3.03 A reference in these Bylaws to a "Special Meeting" means a meeting of the membership held at any time other than the Annual General Meeting.

3.04 An Annual General Meeting or a Special Meeting will be held at a place agreed upon by the Board.

3.05 In unforeseen circumstances such as a pandemic or emergency an Annual General Meeting or Special Meeting may be held by teleconference or virtual means.

3.06 The Board may establish policies regarding the terms of an Annual General Meeting or Special Meeting.

3.07 A minimum of six (6) weeks' notice as to the date, time and place of the Annual General Meeting or a Special Meeting must be given to the membership prior to the date that meeting

# The Association of Summer Villages of Alberta (ASVA)

## Bylaws

### Registered Society 10033

will take place. The notice for any Special Meeting must also include the general nature of the business to be transacted.

- 3.08 Board meetings will be held six (6) times per year or at the call of the Chair. All efforts will be made to establish meetings every second month at the last meeting in the preceding year.
- A) Meetings will be held at a place agreed upon by the Board
  - B) Meetings may also be held by teleconference or virtual means if required and agreed upon by the Board.
- 3.09 A quorum for the transaction of business at an Annual General Meeting or Special Meetings of the membership shall consist of the regular members present.
- 3.10 A quorum for the transaction of business at a Board meeting shall be by a simple majority (50% plus 1). Members participating by teleconference or virtual means shall be counted as those members present.

#### Article IV. Membership

- 4.01 Any municipality, organization or business which:
- A) Desires to further the goals of the Association
  - B) Qualifies under a membership category described in 4.02, and
  - C) Pays the relevant Association membership fee
- may become a member of the Association.
- 4.02 The categories of membership are:
- A) "Regular Member" shall be available to any Summer Village located in Alberta whose representatives are their Elected Officials and CAO's.
  - B) "Associate Member" shall be determined by the Board of Directors when and if the need arises.
  - C) "Honorary Life Member" is any individual who has been appointed as an Honorary Life Member by the Board of Directors.
- 4.03 Any Regular Member may withdraw from membership in the Association at anytime by notice in writing.
- A) A Regular Member that wishes to withdraw from membership in the Association shall provide at least twelve months notice in writing to the Association accompanied by a certified copy of the resolution of Council.
  - B) Any notice of withdrawal of membership shall be presented to the Board of Directors.

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- C) A Regular Member that withdraws from membership is not entitled to reimbursement of any membership fees.
- 4.04 Membership fees shall be established by the Board of Directors of the Association on a yearly basis.
  - A) Honorary Life Members are not required to pay a membership fee.
- 4.05 The membership year commences on the 1<sup>st</sup> day of January and ends on the 31<sup>st</sup> day of December of each year.
- 4.06 A “Member in Good Standing” is a Regular Member or Associate Member in respect of whom the Association has received the membership fee for the current membership year.
- 4.07 For the purpose of this section “ASVA Activities” means all activities of the Association under the mandate;
  - A) Regular Members are entitled to have their representative, as defined in Section 4.02, participate in all Association activities, including the right to vote as set forth in Article V.
  - B) Associate Members are not entitled to participate in Association activities but may, on conditions set by the Board from time to time, be entitled to participate in some or all Association activities, not including the right to vote.
  - C) Honorary Life Members are not entitled to participate in Association activities but may, on conditions set by the Board from time to time, be entitled to participate in some or all Association activities, not including the right to vote.
- 4.08 If a Regular Member or Associate Member ceases to be a member in good standing, at the expiration of six months from the date for which membership fee was due, the Regular Member or Associate Member shall be automatically expelled from the ASVA and thereafter shall not be entitled to participate in Association activities or enjoy membership privileges until they have been brought into good standing and reinstated by the Board of Directors.

**Article V. Voting Rights**

- 5.01 Members entitled to vote at any Annual General Meeting or Special Meeting are those elected representatives and CAO’s in attendance whose Summer Villages are Regular Members of the ASVA in good standing.
- 5.02 Each member qualified to vote at any Annual General Meeting or Special Meeting shall be entitled to one vote by a show of hands.

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- 5.03 Proxy voting is not allowed. A recorded vote is allowed if requested by majority vote of the members present at the meeting.
- 5.04 Unless otherwise required by the bylaws, or pursuant to applicable law, any resolution put before the Members or any resolution put before the Board of Directors, must be supported by not less than a majority of the votes cast, failing which, the resolution shall fail.
- 5.05 A tied vote is a defeated vote.

**Article VI. Nominations**

- 6.01 Nominations shall be conducted in accordance to the election procedure set out in Policy by the Board of Directors.
- 6.02 The Board of Directors shall, in the year of provincial municipal elections, appoint a "Nominating Committee" in order to prepare and present a slate of candidates to the Annual General Meeting for consideration and election.
- 6.03 The procedure for selecting a Nominating Committee shall be set out in Policy by the Board of Directors.
- 6.04 Nominations will also be accepted from the floor at the Annual General Meeting.
- 6.05 To be eligible for nomination, a candidate must:
  - A) Be an elected representative or CAO's of a Regular Member in good standing
  - B) Submit a completed nomination in the form prescribed by the Nomination Committee.

**Article VII. Elections**

- 7.01 The Nomination Chair shall act as the Returning Officer who shall be responsible for the fair and proper conduct of elections.
- 7.02 Elections shall be held at the Annual General Meeting.

**Article VIII. Board of Directors**

- 8.01 The ASVA Board of Director shall consist of up to a twelve (12) member Board. In order to maintain an equitable geographic provincial distribution of Board members, the province has been divided into five (5) regions as outlined in Policy. The following identify those regions and the number of Directors from each:

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- A) Two (2) Directors – Island/Baptiste Lakes Region – Region 1
- B) One (1) Director – St. Paul/Bonnyville Region – Region 2
- C) Four (4) Directors – Lac Ste. Anne/Wabamum Region – Region 3
- D) Two (2) Directors – Pigeon Lake Region – Region 4
- E) Two (2) Directors – Sylvan/Gull Lakes & South Region – Region 5
- F) One (1) Past President

- 8.02 Of the 12 Directors, no more than two (2) may be CAO's.
- 8.03 At no time shall there be two (2) or more representatives from the same Summer Village.
- 8.04 The Board of Directors shall nominate amongst themselves a:
- A) President
  - B) Vice President
  - C) Treasurer
- 8.05 Board Members serve a four (4) year term of office (consistent with Municipal elections) and are elected by the members at the Annual General Meeting in the year of those elections.
- 8.06 The Past President is ex-officio voting member of the Board of Directors and will remain until a new Past President is presented through a new presidential board election.
- 8.07 A President who is no longer an elected representative immediately ceases to be a President and takes on the role of Past President.
- 8.08 A member of the Board of Directors ceases when:
- A) A Director is no longer an elected representative, or a CAO is no longer an employee from the region they represent.
  - B) A Director misses three (3) consecutive regular meetings of the Board, unless authorized by resolution prior to the conclusion of the missed third consecutive regular meeting of the Board.
  - C) The Board of Directors, by resolution passed by at least two thirds (2/3) of the votes cast declare that a Board Member has ceased to be a Board Member.
- 8.09 In the case of Section 8.08 above, if the period until the next Annual General Meeting is less than 12 months, the position may remain vacant.
- 8.10 Should the office of the President become vacant; the remaining Board of Directors shall forthwith appoint, from amongst themselves, a President.

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- 8.11 Should a vacancy occur in a Director position, the Board may appoint a replacement to serve until the next Annual General Meeting.
- 8.12 A member appointed to fill a vacancy in any position must be eligible for election to that position if an election were held.

**Article IX. Board**

- 9.01 The Board is responsible for:
  - A) Governance of the Association and
  - B) Evaluating and approving plans, programs, policies and annual budget for the Association.
- 9.02 The Board shall govern the affairs of the Association between Annual General Meetings.
- 9.03 The Board may establish Ad Hoc Committees from time to time.
- 9.04 The Board may provide such accommodation, equipment and supplies as may be deemed necessary for the operation of the Association.
- 9.05 The Board may employ, contract, discipline or terminate, and fix the conditions of remuneration, employee benefits, hours of work and any other matter relative to the Executive Director.
- 9.06 The Board shall establish and publish the policies for:
  - A) Appointing the financial institution and investment decisions
  - B) The reimbursement of actual expenses incurred on Association business by any person
  - C) The conduct of elections
  - D) The submission and consideration of resolutions
  - E) Any other policies the Boards wishes to publish.

**Article X. Executive Committee Responsibilities**

- 10.1 The President shall be elected, from among the Board of Directors, for a four-year term.
- 10.2 The President shall, along with the Directors, manage the governance of the Association. Specific responsibilities of the President include, but are not limited to:
  - A) Chairing, when present, all meetings of the Association and of the Board and its Executive Committee
  - B) Oversee the work of the Executive Director

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- C) Act as the official representative for the Association
- D) Sign all documents requiring his/her signature, including minutes, bylaws and special resolutions
- E) Serves as ex-officio on all committees of the Board and attending such meetings at his/her discretion;
- F) Such other duties as may, from time to time, be prescribed by resolution of the Board or that are otherwise incidental to this office.

10.3 The Vice President shall be elected, from amongst the Directors, for a four-year term.  
The Vice President shall:

- A) In the absence of the Chair, preside over meetings of the Association and of the Board and its Executive Committee and otherwise exercise all the powers and duties of the President.
- B) Have such other duties as the Board may, by resolution, assign.

10.4 The Board may, in the absence of the President and Vice President, appoint from amongst the remaining Board Members, an Acting Chairperson.

10.5 The Treasurer shall be elected, from amongst the Directors, for a four-year term.

10.6 The Treasurer is assigned the primary responsibility of overseeing the management and reporting of the organization's finances. The Treasurer will be elected at the same time as the President and Vice President.

**Article XI. Financial**

11.01 The fiscal year of the Association shall be the calendar year.

11.02 At any reasonable time any Regular Member in good standing or a representative of any Regular Member may inspect the books and records of the Association upon request to the Executive Director.

- A) The Executive Director may require that a request be made in writing and shall refuse to allow inspection of any portion of a book or record containing personal information.
- B) The Executive Director shall notify the Board of each request.

11.03 The Board shall appoint an auditor at its first meeting of each year.

11.04 For the purpose of carrying out the objectives of the Association, the Board from time to time may, by resolution passed by at least two thirds (2/3) of the votes, borrow money on the credit of the Society.

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- 11.05 The Board may expend the funds of the Association from time to time for such proposes as it considers necessary or advisable to enable the Association to carry out its business.
- 11.06 Directors may be paid a per diem to attend Board or related committee meetings and travel expenses as set out in policy by the Board.
- 11.07 Unless authorized at any meeting of the Board, no Director or member of the Association shall receive any remuneration for his or her services. This is outside those duties and per diems outlined in Section 11.06.
- 11.08 The Board may establish policies regarding any remuneration and other fees and charges.
- 11.09 The President has the authority to act on behalf of the Board and shall be reimbursed as per policy.
- 11.10 The Directors of the Association are indemnified and saved harmless for any loss or damage caused by anything said or done or omitted to be done in the performance or intended performance of their functions, duties or powers except if the person was dishonest, grossly negligent or guilty of willful misconduct.

#### Article XII. Executive Director

- 12.01 The Board shall appoint an Executive Director to manage the affairs of the Association.
- 12.02 The Executive Director is a non voting ex-official of the Board and the Executive Committee and reports directly to the President.
- 12.03 The Executive Director shall:
- A) Ensure that accurate minutes of all meetings of the Association, the Board, the Executive Committee and any other committees are recorded;
  - B) Manage the day to day operations of the Association within approved budgets and policies
  - C) Ensure all records and the Seal of the Association are kept safe.
- 12.04 The Executive Director may employ or contract any subordinate staff required within the expenditure authority included in the Association's budget.

#### Article XIII. Signing Authority

- 13.01 Any financial instruments and the use of the Seal shall be signed by
- A) A Director designated as a signing authority by the Board, and
  - B) The Executive Director

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Article XIV. Bylaw Amendments

- 14.01 When notice is required to be given under these Bylaws, the notice may be given by one of the following:
- A) Mail;
  - B) Facsimile; or
  - C) Electronic means
- 14.02 Written notice of a proposed amendment to these bylaws shall be provided to each Member not less than (6) six weeks before the meeting at which the amendment is to be proposed.
- 14.03 These bylaws shall only be approved, amended, rescinded or added to by a special resolution of the membership at the Annual General Meeting or a Special Meeting called by the Board of Directors.
- 14.04 Pursuant to the Societies Act, a special resolution is described as 75% of the members entitled to vote at the Annual General Meeting or at a Special Meeting.
- 14.05 Once the Bylaws are approved by the membership, they shall be submitted to the appropriate authorities for review and approval.

Reviewed and Approved by the Association's Board of Directors this 15<sup>th</sup> day of June, 2020.

Reviewed and Approved by the Association's Membership this \_\_\_\_ day of \_\_\_\_\_.

President of the ASVA \_\_\_\_\_ Signature: \_\_\_\_\_

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1. INTERPRETATION:

- (a) In these bylaws, the singular shall include the plural, and the plural the singular; the word person shall include corporations and societies and the masculine shall include the feminine. Wherever reference is made to any statute or section thereof, such reference shall be deemed to extend and apply to any amendment to the said statute or section as the case may be.
- (b) When construing the bylaws, reference shall be made to the Societies Act and words and expressions used in the bylaws shall, so far as the context does not otherwise require, have the same meaning as would be the case when used in the Act.

2. TERMS OF ADMISSION OF MEMBERS AND THEIR RIGHTS AND OBLIGATIONS:

- (a) There shall be three (3) types of membership in the Society, namely:
  - 1. Regular Members (voting, being a SV in good standing with the ASVA),
  - 2. Associate Members (voting, being any municipality, organization, local authority or related non-profit organization incorporated pursuant to provincial legislation),
  - 3. Honorary Life Members (non-voting, being a individual person whom has been "appointed" as an honorary member by the board of Directors);
- (b) Any summer village which applies to join the Society and pays the prescribed annual fee prior to the Annual Meeting will be an active member of the Association.  
  
Any cottage association which applies to join the Society and pays the prescribed annual fee prior to the Annual Meeting will be an associate member of the Association.
- (c) Any rate payer of a summer village who:
  - a. has served as Mayor, Councillor or Municipal Administrator/Secretary-Treasurer for the summer village, or
  - b. has served as a member of the Executive of the Association of Summer Villages of Alberta, or
  - c. has rendered other noteworthy services to a summer village or to the Association may be elected as an honorary life member of the Society on a motion by a two-thirds majority vote of the Board of Directors.
- (d) Each Summer Village or Associate Member shall pay an annual membership fee as set by the Executive.
- (e) No annual membership fee shall be charged to honorary life members of the Society.
- (f) The Executive Director shall notify the members of the dues or fees of any type payable by them and a member shall be deemed to be in good standing when he has paid his current annual membership fee.
- (g) At any Annual or Special Meeting of the Society an active member may be represented by three Councillors and the Municipal Administrator/Secretary-Treasurer and each of them shall be entitled to vote on elections and all matters before the Society.

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**3. THE WITHDRAWAL OF MEMBERS AND THE MANNER, IF ANY, IN WHICH  
A MEMBER MAY BE EXPELLED:**

- (a) Any member who has not, prior to the Annual Meeting, paid all dues or fees payable will cease thereon to be a member of the Society and any member may upon payment of all unpaid fees or dues be reinstated by the Executive;
- (b) Any member may withdraw from the Society by tendering his resignation in writing to the Executive and may be expelled by the Society by a special resolution of the members passed in the Annual Meeting called for that purpose and in like manner any member may be suspended whose conduct shall have been determined by the Executive to be improper, unbecoming or likely to endanger the interest or reputation of the Society, or who willfully commits a breach of the Constitution, or a breach of the bylaws of the Society.

No member shall be expelled or suspended without having been notified of the charge or complaint against him and without having the person given an opportunity to be heard by the Executive at a meeting for that purpose.

**4. MODE AND TIME OF CALLING ANNUAL AND SPECIAL MEETINGS OF THE SOCIETY  
AND NUMBER CONSTITUTING A QUORUM AT ANY SUCH MEETING AND THE RIGHTS  
OF VOTING:**

- (a) The Annual Meeting of the Society shall be held each year in the month of October if this meeting has not been set for another date by the Executive.
- (b) The time and place of each Annual Meeting may be designated by resolution of the Society at its preceding Annual Meeting or may be fixed by the Executive.
- (c) The Executive Director shall mail a notice in writing notifying the members of the date, time and place where the Annual Meeting will take place, approximately six (6) weeks prior to the time that the meeting will take place.
- (d) The active members may submit to the Executive Director of the Society from time to time throughout the year any resolution which the summer village desires to have considered by the Society at its next Annual Meeting.
- (e) Approximately six (6) weeks before the date of each Annual Meeting of the Association the Executive Director shall forward to each member of the Society a copy of each resolution then in his hands which is proposed for consideration by the Annual Meeting.
- (f) An Annual Meeting of the Society may decline to consider and vote upon any resolution which has not been placed in the hands of the Executive Director of the Association in time to be circulated to the membership prior to the date of the Annual Meeting.
- (g) A resolution which has been submitted to the Executive Director too late for circulation to the membership in advance of the Annual Meeting may be considered if its consideration is approved by a two-thirds majority vote of the voting delegates at the Annual Meeting.

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- (h) Special meetings of the members may be convened by the order of the Executive for any time or any place in Alberta.
- (i) Notice of the time and place of special meetings and the general nature of the business to be transacted (except in the case of an extraordinary resolution in which case the notice shall specify the intention to propose the specific resolutions as an extraordinary resolution) shall be communicated in any manner permitted by these bylaws to each member entitled there to at least fourteen (14) days before the holding of the meeting; provided always and subject to the provisions of The Societies Act, special meetings of members, may be held at any time and place in Alberta without special notice if each of the members either consents to the holding of the meeting or is present thereat. Members may also, by writing, waive notice of Special Meetings of the members.
- (j) Whenever under the provisions of these bylaws notice is required to be given, such notice may be given either personally or by electronic means or by depositing the same in a post office in a postpaid sealed envelope addressed to the member of the Executive or member at his address as the same appears in the books of the Society or by leaving notice in the member's mailbox. A notice or other document so sent by post shall be held to be sent at the time when the same was deposited in a post office as aforesaid, or sent by electronic means shall be held to be sent when the same was transmitted by electronic means. For the purpose of sending any notice the address of any member, of members of the Executive shall be his last address as recorded on the books of the Society.
- (k) No error or omission in giving notice of any Annual or Special Meeting or of any adjourned meeting shall invalidate such meeting or make void any proceedings taken thereat and any member may at any time waive notice of any such meeting and may ratify, approve and confirm any or all proceedings taken or had thereat.
- (l) A quorum for the transaction of business at any meeting of members shall consist of not less than one-third (1/3) of the member Summer Villages.
- (m) Any meeting of the members of the Board of Directors may be adjourned to any time and from time to time and such business may be transacted at such adjourned meetings as might have been transacted at the original meeting from which such adjournment took place. No notice shall be required of any such adjournment. Such adjournment may be made notwithstanding that no quorum is present.
- (n) At all meetings of the Society every question shall be decided by a majority of the votes of the voting members present in person unless otherwise required by the bylaws of the Society, or by law. Every question shall be decided in a first instance by a show of hands unless a poll be demanded by any member and unless a poll be demanded a declaration by the Chairman that a resolution has been carried or not carried and an entry to that effect in the minutes of the Society shall be sufficient evidence of the fact without proof of the number or proportion of the votes accorded in favour of or against such resolution. The demand for a poll may be withdrawn, but if a poll be demanded and not withdrawn the question shall be decided by proxy and such poll shall be taken in such manner as the Chairman shall direct and the result of such poll shall be deemed the decision of the Society in general, meeting upon the

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matter in question. In case of an equality of votes in an Annual or Special Meeting, whether upon a show of hands or at a poll, the Chairman shall be entitled to a casting vote.

**5. DIRECTORS:**

- (a) The affairs of the Association shall be administered by a twelve (12) member Board. The board shall consist of a President, a Past-President, a Vice-President and nine (9) Directors, all of whom must represent different summer villages. Of the nine (9) directors, a maximum of 2 may be village administrators.

The term of office of all directors shall be four (4) years with the term starting from the AGM of the year of municipal elections and ending with the next AGM of the year of the next municipal elections. The election may be by a show of hands unless a ballot is demanded by any member.

The members of the Society may, by resolution passed at a Special Meeting of which notice specifying the intention to pass such resolution has been given, remove any Director and/or Officer before the expiration of their term of office by a 2/3 majority vote, and may by resolution elect any person in their stead for the remainder of their term.

The Board of Directors may appoint a person to fill a vacant board position that occurs after the Annual Meeting.

- (b) Prior to the Annual Meeting the retiring Board of Directors may appoint a nominating committee to nominate a slate of Directors for the coming year. Further nominations will be accepted from the floor at the Annual Meeting.
- (c) Any Councilor of an active member is eligible for election to the position of President, Vice-President or Director. Any municipal administrator of an active member may be elected to the position of Director.
- (d) A person elected as President, Vice-President or Director shall continue in office until the first meeting of the Board of Directors at which his successor is elected notwithstanding that he may cease to be a Councilor or Municipal Administrator/Secretary-Treasurer of an active member.
- (e) In the conduct of elections at the Annual Meeting:
- (i) nominations shall be received and elections held to elect eleven (11) Directors;
  - (ii) the retiring President will then call a meeting of the newly elected members within thirty (30) days and shall act as Chairman of that meeting until the President has been elected;
  - (iii) the eleven (11) Directors shall elect a President and a Vice-President from among their own members.
- (f) The Board of Directors may from time to time appoint an Executive Director and such Officers and Agents and authorize the employment of such persons as they deem necessary to carry out the objects of the Society and such Executive Director, Officers,

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Agents and employees shall have such authority and shall perform such duties as from time to time may be prescribed by the Board, but such Officers, Agents or employees need not be Directors or members.

- (g) The Directors shall have the duty of carrying out the objects of the Society.
- (h) The Executive Director may be an elected member of a "Regular Member" membership (a Summer Village in good standing with the ASVA) but not be an elected member of an Associate Member's Council.
- (i) At any meeting of the Executive, five (5) members present in person shall constitute a quorum.
- (j) The Executive may confer, vote and approve resolutions by correspondence, so long as the correspondence is addressed to every member of the Executive at his last known mailing address, and so long as each resolution is approved in writing by a majority of the members of the Executive.
- (k) The Executive shall:
  - (a) deal with all matters of policy and all legislation and regulations affecting summer villages which may require attention from time to time; and
  - (b) present to senior governments and other authorities such resolutions as may be passed by the Society in the Annual Meeting; and
  - (c) report to the next Annual Meeting the actions taken by senior governments as a result of resolutions approved by the Society.
- (l) Questions arising at any meeting of the Directors shall be decided by a majority of votes. In case of an equality of votes the Chairman, in addition to his original vote, shall have a second or casting vote. All votes at any such meeting shall be taken by ballot if so demanded by any Director present, but if no demand be made, the vote shall be taken in the usual way, by assent or dissent. A declaration by the Chairman that a resolution has been carried and an entry to that effect in the minutes shall be prima facie evidence of the fact, without proof of the number or proportion of the votes recorded in favour of or against such resolution.
- (m) The Executive may appoint such committees as it deems necessary or advisable from time to time to assist it in carrying out the objects of the Society.
- (n) The Board may expend the funds of the Society from time to time for such purposes as it considers necessary or advisable to enable the Society to carry out its objects. Directors may be paid a per diem to attend Board or related committee meetings and travel expenses as set out in the Board's Policy 1.0 DIRECTOR'S HONORARIUMS and TRAVEL EXPENSES. Unless authorized at any meeting and after notice for same, shall have been given, no officer, director, or member of the society shall receive any remuneration for his/her services.
- (o) No error or omission in giving such notice for a meeting of Directors shall invalidate such meeting or invalidate or make void any proceedings taken or had at such meeting and any Directors may at any time approve any or all proceedings taken or had thereat.

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- (p) The members of the Board of Directors of the Society shall continue in office until their respective successors are duly elected, appointed or otherwise designated in accordance with the constitution and bylaws.
  - (q) Every Director of the Society shall be deemed to have assumed office on the express understanding, agreement and condition that every Director of the Society and his heirs, executors and administrators, estate and effects respectively from time to time and at all times be indemnified and saved harmless out of the funds of the Society from and against all costs, charges and expenses whatsoever which such Directors sustain or incur in or about any action, suit or proceeding which is brought, commenced or prosecuted against him for or in respect of any act, deed, matter or thing whatsoever made, done or permitted by him or any other Director or Directors in or about the execution of his or their office and also from and against all costs, charges and other expenses which he sustains or incurs, in about or in relation to the affairs thereof except such costs, charges or expenses as are occasioned by his own neglect or default.
  - (r) Contracts in the ordinary course of the Society's operations may be entered into on behalf of the Society by an Officer or by any Director or other person authorized by the Board.
  - (s) Notwithstanding any provisions to the contrary contained in the bylaws of the Society the Board of Directors may at any time and by resolution direct the manner in which and the person or persons by whom a particular instrument, contract or obligation of the Society may or shall be executed.
  - (t) All cheques, bills of exchange or other order for the payment of money, notes or other evidence of indebtedness issued in the name of the Society shall be signed by such Officer or Officers, Agent or Agents of the Society and in such manner as shall from time to time be determined by resolution of the Board of Directors and any one of such Officers or Agents may alone endorse notes and drafts for collection on account of the Society through its Bankers, and endorse notes and cheques for deposit with the Society's Bankers for the credit of the Society, or the same may be endorsed "for collection" or "for deposit" with the Bankers of the Society by using the Society's rubber stamp for the purpose. Any one of such Officers or Agents so appointed may arrange, settle, balance and certify all books and accounts between the Society and its bankers and may receive all paid cheques and vouchers and sign all the Bank's forms or settlement or balance and release or verification slips.
6. SPECIAL ASSESSMENTS:
- (a) If in any year a situation arises where it appears that some interest of summer villages could be protected by collective action or some object of the Society could be furthered or attained in whole or in part then the Executive of the Society may take such action as it deems fit.
  - (b) If the Executive considers the Society should take some action involving the expenditures of funds in excess of those available from the current budget of the Society, the circulation of a special assessment may be authorized by an affirmative vote of at least seven (7) members of the Executive.

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- (c) The Executive of the Society may expend special assessments received from its members for the purposes for which they were subscribed, notwithstanding that one or more members may have elected not to contribute to the special assessment.
- (d) If the Executive of the Society is of the opinion that the monies collected from a special assessment are inadequate to undertake the collective action proposed, or other useful alternative action to deal with the said situation, then the Association may refund the special assessments to those members who contributed to it.

7. FISCAL PERIOD:

The Society shall have a fiscal period ending December 31st of each year.

8. EXERCISE OF BORROWING POWERS:

For the purpose of carrying out the objects of the Society, the Directors may from time to time:

- (i) borrow money on the credit of the Society;
- (ii) issue, sell or pledge securities of the Society; and
- (iii) charge, mortgage, hypothecate or pledge all or any part of the real and personal property of the Society including book debts, rights, powers, franchises or undertakings, to secure and securities or any moneys borrowed or other debt, or any other obligation of liability of the Society, provided that debentures shall not be issued without the sanction of a special resolution of the Society.

9. AUDIT OF ACCOUNT:

- (a) The Board of Directors may from time to time appoint an auditor or auditors to hold office for such period as the Directors may determine.
- (b) A Director, Officer, member or any employee of the Society or any person who is a partner or in the employment of any of the aforesaid, shall not, without a resolution of the members of the Society, be capable of being appointed auditor of the Society.
- (c) The auditor shall make a report to the members and Directors on the accounts examined by the auditor in preparation of the balance sheet and statement of income and expenditures laid before the Society at any Annual Meeting during their tenure of office, and the report shall state:
  - (i) whether or not they have obtained all information and explanations they require;
  - (ii) whether in their opinion the balance sheet referred to in the report is properly drawn up so as to exhibit a true and correct view of the state of the Society's affairs as to the date of the balance sheet and the result of the operations for the year ended on that date according to the best of the information and the explanations given to them, and as shown by the books of the Society.



**THE ASSOCIATION OF SUMMER VILLAGES OF ALBERTA (ASVA)  
BYLAWS  
REGISTERED SOCIETY 10033**

- (d) Every auditor of the Society shall have the right of access at all times to all records, documents, books, accounts and vouchers of the Society and is entitled to require from the Directors and Officers of the Society such information and explanation as may be necessary for the performance of the duty of the auditor.

10. CUSTODY AND USE OF THE SEAL OF THE SOCIETY

The Board of Directors may adopt a seal which shall be the common seal of the Society.

The common seal of the Society shall be under the control of the Directors and the responsibility of its custody and use from time to time shall be determined by the Directors.

11. PREPARATION AND CUSTODY OF MINUTES OF PROCEEDINGS OF MEETINGS OF THE SOCIETY AND OF THE DIRECTORS, AND OTHER BOOKS AND RECORDS OF THE SOCIETY:

- (a) The Directors shall see that all necessary books and records of the Society required by the bylaws of the Society or by any applicable statute or law are regularly and properly kept.
- (b) The books of accounts shall be kept at such place in Alberta as the Directors think fit and shall at all times be open for inspection by the Directors.
- (c) The Executive Director specifically charged by the Board of Directors shall maintain and have charge of the Minute Book of the Society and shall record or cause to be recorded therein minutes of proceedings of all meetings of members and Directors.

12. TIME AND PLACE (IF ANY) AT WHICH THE BOOKS AND RECORDS OF THE SOCIETY MAY BE INSPECTED BY MEMBERS:

The Directors shall from time to time determine whether and to what extent and at what times and places and under what conditions or regulations the accounts and books of the Society or any of them shall be open to inspection of members not being Directors, and no member (not being a Director) shall have any right of inspecting any account or book or document of the Society except as conferred by a bylaw or authorized by the Directors or by resolution of the members, whether previous notice thereof has been given or not.

13. DISSOLUTION

Should the Association Members direct a return of the Association's certificate of registration according to the *Societies Act, 2000: Chapter S-14, current as of January 1, 2004*, the Board of Directors shall distribute the Association's net assets as follows:

- a. The Association's net remaining assets shall be proportionately returned to existing active members,
- b. If no members exist at the time of dissolution, the association shall donate the association's net assets to a Lake Stewardship Society (Watershed Association or similar society), as determined by the Board of Directors.

(71)

**THE ASSOCIATION OF SUMMER VILLAGES OF ALBERTA (ASVA)  
BYLAWS  
REGISTERED SOCIETY 10033**

14. BYLAWS AND AMENDING PROCEDURE

- (a) The Bylaws of the Society may be amended or rescinded only by the adoption of a Special Resolution by the Members of the Society.
- (b) The Board of Directors and/or any Member in good standing may propose to amend the Bylaws of the Society. A proposed amendment must be submitted in writing to the Executive Director not less than thirty-five (35) days prior to an Annual General Meeting or Special Meeting.
- (c) Written notice of the proposed amendment shall be sent at least twenty-one (21) days to each Member of the Society, such written notice to include the text of the proposed amendment and the date, time and place of the Annual General Meeting or Special Meeting at which the Special Resolution will be considered.
- (d) For a Special Resolution to amend or rescind the Bylaws to pass, it must have the approval of at least two-thirds (2/3) of the Members present and voting.
- (e) A copy of adopted amendments of the Bylaws shall be forwarded to the Registrar of Societies under the Societies Act of Alberta.

Note:

Original ASVA Bylaw Registered March 24, 1977 (AMENDED OCTOBER 20, 2007, JANUARY 19, 2008, OCTOBER 18, 2008, and OCTOBER 16, 2010) was rescinded by a Special Resolution at the ASVA AGM on October 25, 2013 and replaced by this revised ASVA Bylaw.

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## Summer Village of Nakamun Park Request For Decision - (RFD) 2020-44

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>September 16<sup>th</sup>, 2020</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>SVREMP – Emergency Management Training Opportunities</b>
<b>Agenda Item Number:</b>	<b>6(d) – Business</b>

### **BACKGROUND/PROPOSAL:**

The municipality is a partner in the Ste. Anne Regional Emergency Management Partnership (SVREMP) and is also mandated by the province to meet various internal training requirements for key positions within their emergency management organization. SVREMP has compiled a list of required training for Directors of Emergency Management (DEMs), Deputy DEMs, and Chief Administrative Officers (CAOs). SVREMP has also provided a list of available/upcoming training dates, or other ways to take the required courses (online, where applicable).

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

The referenced email with a complete breakdown of training options is attached, but to summarize the DEM, DDEM and CAO require the following training:

- BEM – Basic Emergency Management Training (available Online)
- ICS 100 – Incident Command System 100 (available online/in class – required to take ICS 200)
- ICS 200 – Incident Command System 200 (in class – 1.5 day course - required to take ICS 300)
- ICS 300 – Incident Command System 300 (in class – 3 day course)
- DEM – Director of Emergency Management Course (in class)

There is an ICS 200 Course in Leduc on October 3<sup>rd</sup> and 4<sup>th</sup>, 2020, a DEM Course in Onoway on October 6<sup>th</sup>, 2020 and an ICS 300 Course on October 20<sup>th</sup>, 21<sup>st</sup>, and 22<sup>nd</sup>, 2020. Administration needs to take some of these in-class courses, and the DEM and DDEM may want/need to take some courses at this time as well.

### **COSTS/SOURCE OF FUNDING (if applicable)**

The cost of attending/registering the courses can be covered under the emergency response block of the operating budget.

### **RECOMMENDED ACTION:**

- 1) That Council authorize the attendance of DEM Jason Madge, Deputy DEM Carleigh LeClair and CAO Dwight Moskalyk, or designate, at the ICS 200 Course in Leduc, the DEM Course in Onoway, and the ICS 300 Course in Onoway.

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<b>Initials show support – Reviewed By:</b>	<b>CAO: D. Moskalyk</b>
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**Date** Mon, 07 Sep, 20 9:40:38AM

**From** Marcellus  
 atozmarcel@gmail.com  
 d.evans@xplornet.com  
 mapleteha  
 mapleteha@yahoo.com  
 Jason Madge  
 jasonmadge2@gmail.com  
 Carleigh  
 Carleigh.leclair@svnakamun.com  
 SV of Nakamun Park  
 cao@svnakamun.com  
 cao@rosshaven.ca  
 bstonehouse@telus.net  
 Diane Wannamaker  
 diwannamaker@msn.com  
 Summer Village of Sandy Beach  
 svsandyb@xplornet.ca  
 Dennis Woolsey  
 dww0421@gmail.com  
 rwagner@rwcommunications.ca

**To** cprich67@gmail.com  
 Garth Ward  
 garthward51@icloud.com  
 Wendy Wildman  
 administration@wildwillowenterprises.com  
 svsunrisebeach@wildwillowenterprises.com  
 tajekmc@telus.net  
 office@sunsetpoint.ca  
 Janice Christiansen  
 jan.al.christiansen@gmail.com  
 Marlene Walsh  
 marwal46@yahoo.com  
 Summer Village West Cove  
 svwestcove@outlook.com  
 Jim Deeks  
 tophatproab@gmail.com  
 wendles.h@gmail.com  
 Darren Jones  
 dkjones1981@gmail.com

**Subject** August Meeting Minutes and Training Requirements

Hello Agency members,

Please find attached, the recent meeting minutes.

There are some very important notes in the minutes regarding training requirements so I will highlight them below.

**TRAINING REQUIRED IN ACCORDANCE WITH "Local Authority Emergency Municipal Regulation (LAEMR)"**

This training is required for Summer Village Directors of Emergency Management (DEMs), their Deputies (DDEMs) and the CAOs which are back ups to these positions.

The identified training requirements, as have been discussed, are as follows:

**\*\*Must complete the following courses within 18 months of being appointed, or by July 1, 2020:**

**Basic Emergency Management, (BEM)** can be taken online at ( [www.alberta.ca/online-emergency-management-courses.aspx](http://www.alberta.ca/online-emergency-management-courses.aspx) )

**Incident Command System (ICS) 100, 200, and 300** (ICS 100 can also be taken online as above), 200 & 300 must be taken in approved classroom settings

**The Director of Emergency Management (DEM) Course**, taken in classroom setting

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The **ICS 100 online or classroom** must be taken **ASAP** so that you can qualify to take the 200 course which will then qualify you to take the 300 course.

If you have not taken an **ICS 200 classroom** (1.5 days) course, Leduc County is hosting this course on **October 3&4, 2020** and you can attend by sending an email to: [ivana@leduc-county.com](mailto:ivana@leduc-county.com)

An **ICS 300 course** has been scheduled for the Summer Villages Partnership on **October 20, 21 & 22, 2020** at the Onoway Heritage Museum; an email invitation will be sent to those that qualify by having taken the ICS 100 and 200 courses

Those not qualifying for the 300 course will have to attend a future scheduled course (to be determined).

As the minutes indicate, a classroom **DEM course** for the Summer Villages has been scheduled for October 6, 2020 at the Onoway Heritage Museum (0830 to 1630 hours); an email invitation will be sent to you.

Please respond to all invitations as soon as possible so classroom sizes can be organized.

If you have any questions about your qualifications for attendance please send me an email or phone call to confirm

--

**Marcellus Adamkewicz**  
**SVREMP Administration**  
**Director, A2Z4U Consulting Ltd.**  
**780-818-8998**  
**[atozmarcel@gmail.com](mailto:atozmarcel@gmail.com)**



[:SVREMA Meeting - Draft Minutes - August 27 2020.pdf \(212K\)](#)

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## **Summer Village of Nakamun Park Request For Decision - (RFD) 2020-45**

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>September 16<sup>th</sup>, 2020</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>Municipal Stimulus Program – Project Ideas Discussion</b>
<b>Agenda Item Number:</b>	<b>6(e) – Business</b>

### **BACKGROUND/PROPOSAL:**

In the summer of 2020, the Province launched the Municipal Stimulus Program as an add on to the 2020 MSI Funding Allocation. Council previously approved the agreement with the province to access this additional allocation, and we are now working to meet the October 1<sup>st</sup>, 2020 submission deadline for a project. The Summer Village of Nakamun Park has been assigned \$16,411 in funds to be spent by the end of 2021.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

Administration has vetted several project ideas with our grant coordinator, Heather Luhtala, and we believe the following are all viable options for making an application and using the allotted funds:

- 1) Traffic Safety Measures – we could make an application for speed indicator signs, additional signs, speed bumps, message boards etc. under the program category of "Traffic Control Signals" Estimated Cost ~ \$10,000 - \$15,000 (or more depending on wish list).
- 2) Tree Removal/Mulching – we could make an application to do some additional mulching on the green belts, or remove some dangerous/dead trees around the community (municipal properties) under the program category of "Development of Fire Breaks." Estimated Cost ~ \$5,000/green space.
- 3) Culvert Replacement/Grading on Hillcrest Drive (North Ditch) – we could make an application to replace the culvert which runs under Hillcrest and 6<sup>th</sup> Street. This work was part of a previous application under MSI, but was not completed at that time as other components were higher priority and the project has since closed. The culvert/ditch is a persistent problem for Public Works. This work fits under the category of "Storm Water Drainage Systems" in the MSP funding criteria. Estimated Cost ~ \$20,000
- 4) Drainage Plan for Nakamun Drive (East) – we could make an application to have some engineering work done on Nakamun Drive East, ahead of the proposed culvert/ditch rehabilitation work we are saving up for under the 5-year capital plan. It would be nice if when we decided to tender that work, or even if we did the work internally, the contractors were bidding/building toward a master plan. Estimated Cost ~\$35,000

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Note that some of these projects may end up costing more than the \$16,411 allotment, in which case we would access MSI funds to cover the balance.

If Council has other considerations or ideas for a project we can discuss during the meeting. The criteria allow us to make up to 5 applications if you want to try and do a few projects.

**COSTS/SOURCE OF FUNDING (if applicable)**


The source of funding for any project, subject to the project application approval, would be the Municipal Stimulus Program up to the allotted total of \$16,411. Additional funds would be drawn from MSI/Capital Grants or Municipal Reserves, at Council's direction.

**RECOMMENDED ACTION:**

- 1) That Council authorize administration to submit an Municipal Stimulus Program Application for \_\_\_\_\_ (one or multiple projects), with the balance of any funds required to complete the project to be drawn from available capital grant allocations if required.

<b>Initials show support</b> -- Reviewed By: <b>CAO: D. Moskalyk</b>
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<b>VENDOR</b>		<b>VENDOR ID</b>	<b>DATE ISSUED</b>	
SUMMER VILLAGE OF NAKAMUN PARK		0000060492	31-Jul-2020	
<b>DEPOSITED AT BANK:</b> 021908989		<b>DEPOSIT NO</b>	<b>DATE</b>	<b>AMOUNT</b>
<b>BRANCH:</b> 08989	<b>ACCOUNT:</b> 543790300	0068772113	05-Aug-2020	\$204.00
			<b>TOTAL</b>	<b>\$204.00</b>
<p>PAYMTE D 00331                  SUMMER VILLAGE OF NAKAMUN PARK                  PO BOX 1250                  ONOWAY AB                  CAN T0E 1V0</p> 				

<b>DEPOSIT NO:</b> 0068772113		<b>DEPOSIT DATE:</b> 05-Aug-2020		
<b>VOUCHER</b>	<b>DESCRIPTION/REASON FOR PAYMENT</b>	<b>INVOICE/CREDIT NOTE</b>	<b>AMOUNT</b>	<b>SUB-TOTAL</b>
ET008499	FCSS AUGUST PAYMENT Total Payment From COMM & SOC SERV HEAD QUARTERS For Inquiries Call 825/468-4314	095261200FCSS080120	\$204.00	\$204.00
			<b>DEPOSIT TOTAL</b>	<b>\$204.00</b>



**RECEIVED**  
AUG 11 2020

JCA5592668-0000663-00331-0001-0001-00-

78



**Date** Wed, 12 Aug, 20 9:57:54AM  
**From** President  
President@auma.ca  
marge.hanssen@svnakamun.com  
**To** marge.hanssen@svnakamun.com  
Dwight Moskalyk  
ddm@kronprinzconsulting.ca  
**Subject** Assessment Model Review Urban Impacts Report

Dear Mayors and CAOs:

To maximize the understanding of the impact of the province's Assessment Model Review focusing on regulated properties (review only included Wells and Pipelines), AUMA and RMA completed data analysis on the assessment base loss and tax revenue loss for each municipality in Alberta. The Impacts Report for your municipality is attached to this email.

The province's Assessment Model Review process created four (4) scenarios, by adjusting various assessment model variables (i.e. depreciation rates, capitalized costs, rates for land holdings, etc.). These scenarios are labeled A, B, C and D, on the attached Impact Reports, with scenario A being the least impactful to municipal revenues and scenario D being the most impactful. Your report also includes potential municipal responses to these losses.

AUMA will be hosting an information and discussion session for members on the Assessment Model Review which will be held through Zoom on Friday, August 14 from 12:00 p.m. to 1:30 p.m.

Join us this Friday to learn about the province's aim in undertaking this review and what the process has entailed to date. We will also more fully explain these municipality Impact Reports.

We also want to hear your thoughts about the province's proposals and what steps AUMA, and municipalities need to take to ensure that the province receives and acts on our feedback.

If you have specific questions about your Impacts Report, please email Jody Dittrich, Policy Analyst, at [jditttrich@auma.ca](mailto:jditttrich@auma.ca).

Thank you,

**Barry Morishita** | President  
Mayor, City of Brooks

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C: 403.363.9224 | [president@auma.ca](mailto:president@auma.ca)

Alberta Municipal Place | 300 8616-51 Ave Edmonton, AB T6E 6E6



Toll Free: 310-AUMA | [www.auma.ca](http://www.auma.ca)   

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:Urban Report Cards June 30 - Nakamun Park.pdf (121K)

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# NAKAMUN PARK - ASSESSMENT MODEL REVIEW

## IMPACTS REPORT

### ***Municipal Impacts***

Based on the data provided by Municipal Affairs and your reported financial data from the MFIS database, our models make the following predictions for your municipality. Please keep in mind that due to the limits of data provided, we are unable to project past the first year of implementation. Because of the significant changes to the depreciation curves under most of the models, we suspect that there will be further negative impacts in the future.

Scenario Tax Impacts	Scenario A	Scenario B	Scenario C	Scenario D
Total Assessment Base Loss	\$0 (0%)	\$0 (0%)	\$0 (0%)	\$0 (0%)
M&E Assessment Base Loss (%)	0%	0%	0%	0%
LP Assessment Base Loss (%)	0%	0%	0%	0%
M&E Tax \$ Loss (2019 Mill Rate)	\$0	\$0	\$0	\$0
Linear Tax \$ Loss (2019 Mill Rate)	\$0	\$0	\$0	\$0
Percent Loss of Total Revenue	0%	0%	0%	0%

### ***Municipal Response Options***

We recognize that members with dramatic changes in revenue will have very few opportunities to respond. We have provided some general statistics to illustrate the context that these changes may have on operations. These should not be seen as recommendations only provided for context.

Potential Rural Municipality Response Impacts	Scenario A	Scenario B	Scenario C	Scenario D
Residential Mill Rate Increase	0.0%	0.0%	0.0%	0.0%
OR				
Non-Residential Mill Rate Increase (Excluding 5:1 limits)	0.0%	0.0%	0.0%	0.0%
Tax capacity shortfall due to 5:1 ratio (includes tax capacity loss still required to achieve 5:1)	\$0	\$0	\$0	\$0
OR				
Workforce Cuts to cover losses (% of total FTE's)	0.0%	0.0%	0.0%	0.0%
FTE's at risk	0.00	0.00	0.00	0.00
OR				
Total Expense Reduction % (including capital infrastructure investment)	0.00%	0.00%	0.00%	0.00%
OR				
Time shortfall can be covered by Unallocated Reserves (months)	0	0	0	0

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July 30, 2020

Dear Urban Neighbours

**Subject: Provincial Assessment Model Review**

We are writing to each of you to advise and request your assistance with the extremely important changes proposed by the Provincial Government respecting the Assessment Model Review.

Information is enclosed that explains what is being proposed for 2021. The simple fact is Lac Ste. Anne County is looking at a net reduction in M&E and Linear taxation revenue of \$1.3 million to \$1.9 million.

While this is only proposed at this time, the Province is close to making its decision. We need you to inform your (our) MLA, in addition to the Minister of Municipal Affairs and Premier Kenney, that the effect of the proposed changes will have drastic effects. External funding provided by Lac Ste. Anne County to its urban partners is threatened. The County will not be in a position to support any of your facilities or programs, as we would need to cut our budget by the \$1.3 million - \$1.9 million in 2021.

Please reach out to your provincial elected and voice the very real concerns. This will have an immediate effect on all of you.

If you require additional information please contact Reeve Blakeman at 780-918-1916 or CAO Mike Primeau at 780-785-3411.

We thank you for your support of this devastating proposal for municipalities throughout the province.

Sincerely,

Joe Blakeman

Reeve, Lac Ste. Anne County

Enclosure

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