

SUMMER VILLAGE OF NAKAMUN PARK

AGENDA

Wednesday August 19th, 2020 – at The Onoway Heritage Centre at 5:15 P.M.

1. Call to order:
2. Agenda: a) Wednesday August 19th, 2020 Regular Council Meeting
3. Minutes: p1-3 a) Wednesday July 15th, 2020 Regular Council Meeting
b)
4. Appointment: a)
5. Bylaws/Policies: a) Bylaw 2020 – 8 Municipal Development Plan Bylaw:

Recess to hold Public Hearing (separate agenda)

p4-19
Following Public Hearing RFD 2020-34, including the proposed bylaw and MDP for second and third/final reading, is attached for information.

b)
6. Business p20-35 a) Municipal Stimulus Package – Memorandum of Agreement – RFD 2020-35 is attached for review.

b) Lot 4, Block 4 Plan 2302 MC Land Sale, Offer to Purchase – RFD 2020-36 is attached for review.

p36-53
c) Lac Ste. Anne Foundation, Request for Support – RFD 2020-37 is attached for review.

p54-56
d) Lac Ste. Anne Library Board, Request for Support – RFD 2020-38 is attached for Review

p57-58
e) 2020 Alberta Urban Municipalities Association, 2020 Conference – RFD 2020-39 is attached for review.

p59-63
f) 2020 Annual Information Meeting – RFD 2020-40 is attached for review.

p64
g)
h)
7. Financial a) Income and Expense Statements – ending June 30th, 2020 (to be presented at the meeting)
b)
8. Councillor Reports
a) Mayor
b) Deputy Mayor
c) Councillor

SUMMER VILLAGE OF NAKAMUN PARK

AGENDA

Wednesday August 19th, 2020 – at The Onoway Heritage Centre at 5:15 P.M.

9. Administration Reports

- a) MAP Review Preparations (Status Update)
- b) Untidy/Unsightly Enforcements (Summer 2020)
- c) New Speed Bump(s)
- d) Weed Harvesting 2020
- e) Waste Disposal Opportunity
- f) Other:
 - a. Director of Emergency Management (July 23rd, 2020 email report attached)

p 65

10. Information and Correspondence

- a) AUMA/RMA/AAPG, Police Governance – July 17th, 2020 letter and background (Terms of Reference) for the new Alberta Police Advisory Board established to review police governance and changes to the policing model within the province.

p 66-72

- b) Government of Alberta, Municipal Affairs – July 3rd, 2020 Statement of Deposits for FCSS funds.

p 73

- c) Town of Mayerthorpe – June 2020 CPO Report.

p 74-75

11. Closed Meeting

- a) - N/A

12. Next Meeting Date

- a) Schedule the next regular council meeting for September 16th, 2020.

13. Adjournment

Upcoming Meetings:

August 22nd, 2020 – Annual Information Meeting
September 16th, 2020 – Regular Council Meeting
September 23rd -25th – AUMA Conference (Virtual)
October 24th, 2020 – SVLSACE (location TBD)

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY JULY 15th, 2020 AT 5:00 P.M. AT THE ONOWAY CIVIC CENTRE.

	PRESENT	<p>Mayor: Marge Hanssen (via Conference Call) Deputy Mayor: Carleigh LeClair (via Conference Call) 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>
1.	CALL TO ORDER	Mayor Hanssen called the meeting to order at 5:02 p.m.
2.	AGENDA 111 - 20	MOVED by Councillor Kassian that the Wednesday July 15 th , 2020 regular council meeting agenda be approved as presented. CARRIED.
3.	MINUTES 112 – 20	MOVED by Councillor Kassian that the minutes for the Wednesday June 17 th , 2020 regular council meeting be approved as presented. CARRIED.
4.	APPOINTMENT	N/A
5.	BYLAW	N/A
6.	BUSINESS	
	Councillor Kassian – Leaves Meeting at 5:09 p.m.	Councillor Kassian recused himself from the discussion on Business Item 6(a) Lot4, Block 4, Plan 2302MC Land Sale, Offer to Purchase, and left the meeting at 5:09 p.m.
	113 – 20	MOVED by Deputy Mayor LeClair that Council defer responding to the offer to purchase Lot 4, Block 4, Plan 2302MC until the August 19 th , 2020 regular meeting, pending an independent land valuation and subject to the bidders extension of their submitted possession date to allow time for same. CARRIED.
	Councillor Kassian – Returns to Meeting at 5:22 p.m.	Councillor Kassian returned to the meeting at 5:22 p.m.
	114 – 2020	MOVED by Mayor Hanssen that Council approve the following meeting location changes in response to COIVD-19 concerns: i. August 19 th , 2020 Organizational Meeting – Moved to Onoway Heritage Centre (4708 Lac Ste. Anne Trail North)



MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY JULY 15th, 2020 AT 5:00 P.M. AT THE ONOWAY CIVIC CENTRE.

		<p>ii. August 19th, 2020 Regular Meeting – Moved to Onoway Heritage Centre (4708 Lac Ste. Anne Trail North)</p> <p>iii. August 19th, 2020 Public Hearing on Bylaw 2020-8 – Moved to Onoway Heritage Centre (4708 Lac Ste. Anne Trail North)</p> <p>iv. August 22nd, 2020 Annual Information Meeting – Moved to Ted MacDonald Park.</p> <p style="text-align: right;">CARRIED.</p>
	115 – 2020	<p>MOVED by Mayor Hanssen that Council reaffirm its position that the Nakamun Park Boat Launch should be maintained as a public amenity with no prejudicial restriction on who may access or use the launch, or the roadways by which the launch is accessed, for the reasons discussed and subject to the lawful use of the launch and facilities, AND THAT Administration reply to the June 24th, 2020 email regarding this matter as discussed.</p> <p style="text-align: right;">CARRIED.</p>
	116 – 2020	<p>MOVED by Councillor Kassian that Council authorize the attendance of Mayor Hanssen and Councillor Kassian at the July 17th, 2020 Fire Services Committee Meeting in Onoway, AB, addressing the 2 person per municipality limit stipulated in the invitation.</p> <p style="text-align: right;">CARRIED.</p>
7.	FINANCIAL	N/A
8.	COUNCIL REPORTS 117 – 2020	<p>MOVED by Mayor Hanssen that Council accept the Council Reports for information, as presented.</p> <p style="text-align: right;">CARRIED.</p>
9.	ADMINISTRATION /PUBLIC WORKS REPORTS 118 – 2020	<p>MOVED by Deputy Mayor LeClair that Council accept the Administration and Public Works reports for information, as presented.</p> <p style="text-align: right;">CARRIED.</p>
10.	INFORMATION / CORRESPONDENCE 119 - 2020	<p>MOVED by Mayor Hanssen that the following items be accepted as information:</p> <p>a) Government of Alberta, Municipal Affairs – June 2020 Regional Services Commissions Streamlining Approvals Publication, while not directly an impact on municipal operations the changes outline in the correspondence will impact regional commissions</p>

2

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY JULY 15th, 2020 AT 5:00 P.M. AT THE ONOWAY CIVIC CENTRE.

		<p>to which Nakamun park is a member (i.e. WILD Water, Highway 43 East Waste, etc.).</p> <p>b) Government of Alberta, Municipal Affairs – June 2nd, June 9th, and June 19th, 2020 Statement of Deposits for various grant payments, including \$204.00 for FCSS, \$8,322.00 for MSI-Operating, and \$10,491.00 for Gas Tax Fund Allocations.</p> <p style="text-align: right;">CARRIED.</p>
11.	CLOSED MEETING	N/A
12.	NEXT MEETING	
	120-2020	<p>MOVED by Mayor Hanssen that the 2020 Organizational Meeting be held on Wednesday August 19th, 2020 at 5:00 p.m. in the Town of Onoway at the Onoway Heritage Centre 4708 Lac Ste. Anne Trail North.</p> <p style="text-align: right;">CARRIED.</p>
	121 - 2020	<p>MOVED by Deputy Mayor LeClair that the next regularly scheduled meeting be held on Wednesday August 19th, 2020 at 5:15 p.m. in the Town of Onoway at the Onoway Heritage Centre 4708 Lac Ste. Anne Trail North.</p> <p style="text-align: right;">CARRIED.</p>
	122 - 2020	<p>MOVED by Councillor Kassian that the required Public Hearing on Bylaw 2020-8 be schedule for August 19th, 2020, in conjunction with the regularly meeting of council, in the Town of Onoway at the Onoway Heritage Centre 4708 Lac Ste. Anne Trail North, beginning at 5:15 p.m..</p> <p style="text-align: right;">CARRIED.</p>
13.	ADJOURNMENT	Mayor Hanssen declared the meeting adjourned at 6:17 p.m.

Mayor Marge Hanssen

Chief Administrative Officer Dwight Moskalyk

③



Summer Village of Nakamun Park Request For Decision - (RFD) 2020-34

Meeting:	Regular Council
Meeting Date:	August 19th, 2020
Originated By:	Dwight Moskalyk, Chief Administrative Officer
Title:	Municipal Development Plan (Draft) – Bylaw 2020-8
Agenda Item Number:	5(a) – Business

BACKGROUND/PROPOSAL:

The Summer Village of Nakamun Park is a participant in a joint Bylaw and Policy Review Project with several other regional summer villages. As part of that project, each municipality has undertaken the review of (or implementation of) a municipal development plan. Changes to the Municipal Government Act post 2017 made it a requirement for all municipalities to adopt an MDP, by bylaw and subject to public notice and public hearing sections. Previous versions of the MGA established that an MDP was optional for municipalities under a certain population count, however the Summer Village of Nakamun Park had adopted an MDP in 2013, via Bylaw 2013-4.

A new MDP has been drafted and was reviewed in 2018/2019 – including open houses and surveys inviting public input. The draft of Bylaw 2020-8 (attached), to which the proposed new MDP is a schedule and forms part of, was given first reading on June 17th, 2020, the public hearing date was set for August 19th, 2020 and advertisements of same were sent to landowners and advertised in the paper as required under the MGA.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

With the conclusion of the Public Hearing (Earlier today, August 19th, 2020), Council may now consider the additional reading of Bylaw 2020-8, and finally adopt the proposed new MDP, with or without amendments.

COSTS/SOURCE OF FUNDING (if applicable)

The cost of the Bylaw and Policy Project is covered under the ACP Partnership Grant, to which Nakamun Park is a partner.

RECOMMENDED ACTION:

- 1) That:
 - a. Council give second and third/final readings to Bylaw 2020-8, being a bylaw to adopt a Municipal Development Plan for the Summer Village of Nakamun Park (and repeal the previous version, Bylaw 2013-4);

Initials show support – Reviewed By: **CAO: D. Moskalyk**

4

**BEING A BYLAW OF THE SUMMER VILLAGE OF NAKAMUN PARK TO
ADOPT A MUNICIPAL DEVELOPMENT PLAN FOR THE MUNICIPALITY**

WHEREAS the Municipal Government Act, as amended from time to time, requires each municipality to adopt a Municipal Development Plan; and

WHEREAS Section 632(1) of the Municipal Government Act requires that the Municipal Development Plan be adopted by bylaw and Section 632 (3) of the Municipal Government Act establishes the requirements of what must be contained within the Municipal Development Plan; and

WHEREAS the Municipal Development Plan has been advertised by the Summer Village of Nakamun Park in accordance with Section 606 of the Municipal Government Act, and the required Public Hearing has been held in accordance with Section 230 of the Municipal Government Act;

NOW THEREFORE Council for the Summer Village of Nakamun Park, duly assembled, enacts the following:

1. TITLE

1.1 THAT this bylaw may be cited as the "Municipal Development Plan Bylaw."

2. ADOPTION

2.1 THAT this bylaw, including the Summer Village of Nakamun Park Municipal Development Plan that is hereto attached and forms part of this bylaw, is adopted.

3. REPEAL

3.1 THAT Bylaw 2013-4, being a previous version of a Municipal Development Plan for the Summer Village of Nakamun Park, duly enacted, is hereby repealed.

4. SEVERABILITY

4.1 THAT each provision of this Bylaw is independent of all other provisions. If any provision of the Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable

5. COMING INTO FORCE

5.1 THAT Bylaw shall come into effect upon the third and final reading and signing of this Bylaw.

READ A FIRST TIME THIS _____ DAY OF _____, AD 2020.

READ A SECOND TIME THIS _____ DAY OF _____, AD 2020.

5

**BYLAW NO. 2020-8
SUMMER VILLAGE OF NAKAMUN PARK
Municipal Government Act RSA 2000 Chapter M-26
Part 17, Section 632**

READ A THIRD AND FINAL TIME THIS _____ DAY OF _____, AD 2020.

SIGNED AND PASSED THIS _____ DAY OF _____, AD 2020.

Mayor

Municipal Administrator

DRAFT

6



Summer Village of Nakamun Park

Municipal Development Plan

FINAL DRAFT
FOR COUNCIL
CONSIDERATION
APRIL 2020



Engineering
and Land Services



Table of Contents

page

Section 1: Welcome

This Section introduces the community vision and local demographics which underpin policies within the MDP.

1-1	Our Community	2
1-2	Our Vision	2
1-3	Demographics	2

Section 2: Planning Framework

This Section introduces the purpose, scope and limitations of the MDP.

2-1	Purpose & Scope.....	2
2-2	Legislative Framework.....	2
2-3	Interpretation	2

Section 3: Local Policies

This Section outlines local land use planning policies.

3-1	Future Development	2
3-2	Parks, Open Space & Recreation.....	2
3-3	Mobility	2
3-4	Municipal Servicing & Utilities.....	2
3-5	Environmental Management.....	2

Section 4: Intermunicipal Policies

This Section outlines policies designed to support collaboration between the Summer Village and neighbouring municipalities.

4-1	Collaboration	2
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Section 5: Implementation Policies

This Section outlines policies designed to implement MDP policies and measure progress made towards achieving them.

5-1	Implementation	2
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Figures

Figure 1	– Context Map	2
Figure 2	– Population Growth in Nakamun Park.....	2
Figure 3	– Planning Hierarchy in Alberta	2
Figure 4	– Land Use Concept Map	2

8

SECTION ONE

Welcome

1

This Section introduces the community vision and local demographics which underpin policies within the MDP.

1-1 OUR COMMUNITY

The Summer Village of Nakamun Park is home to permanent and seasonal residents in a recreational lakeside setting. Located on the shores of Nakamun Lake, within Lac Ste. Anne County (as shown on **Figure 1**), Nakamun Park is 34 hectares in size.

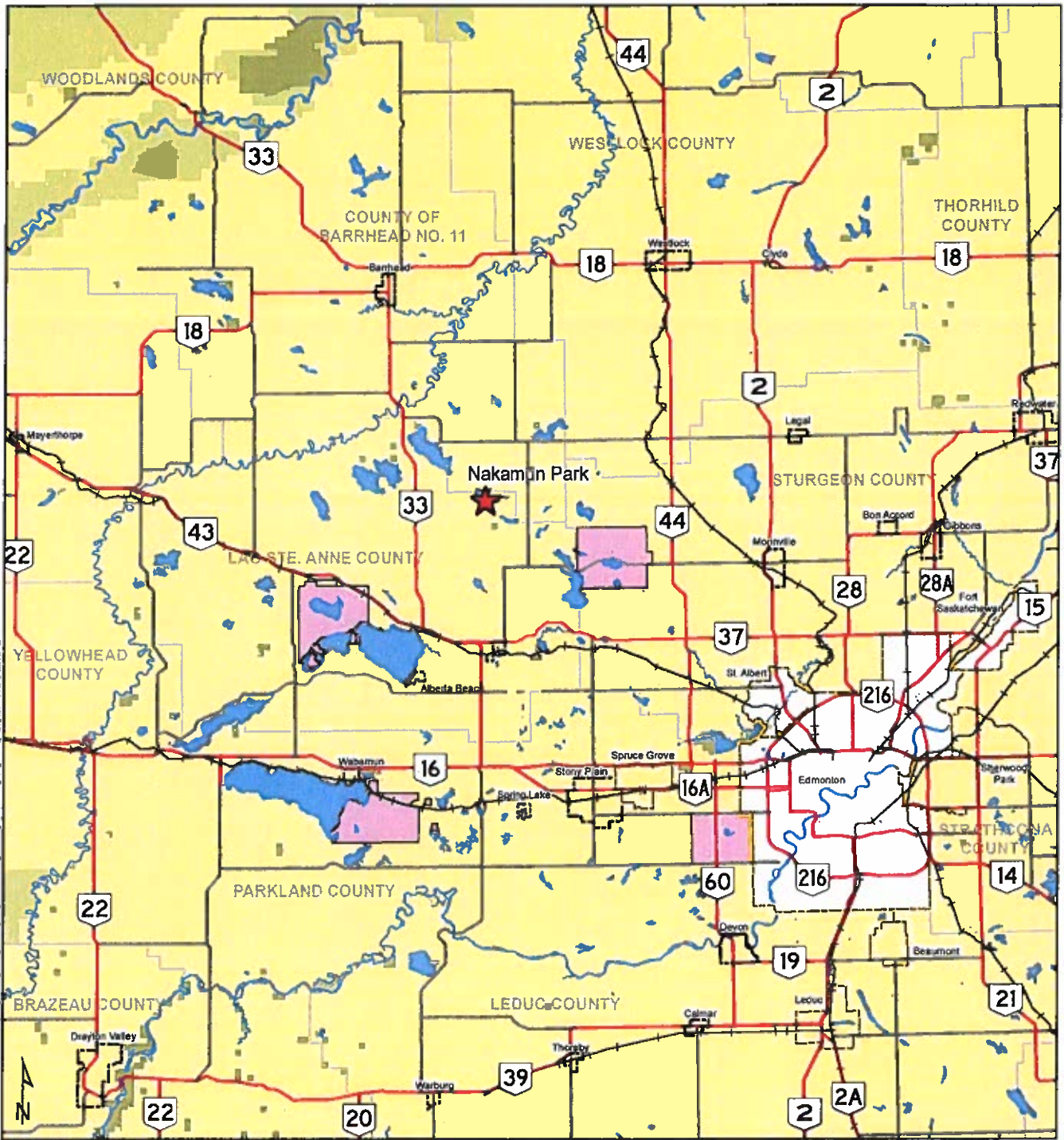
Nakamun is Cree for “song of praise” or “songbird” (Geog. Bd. Can. 1928). Settlers arrived in the area at the end of the nineteenth century and began clearing land for agriculture to the east and northeast of the lake. Most of the land around the lake is privately owned and the south shore is extensively developed. The first subdivision was established in 1960; it was incorporated as the Summer Village of Nakamun Park in 1966. Four Oakes subdivision was founded in 1962 about 400 m east of Nakamun Park, and Nakamun Court subdivision (also called Losie Glade) was built in 1975 adjacent to the west side of Four Oakes. The north shore is mostly undeveloped except for the Camp Nakamun bible camp and a few cottages.

1-2 OUR VISION

Our 20 Year Vision is:

The Summer Village of Nakamun Park continues to be quiet and safe place to live and recreate, provides opportunities for residential growth in a controlled and sustainable manner while retaining its small village character.

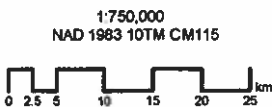
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- Highway, 1-216 Series
- Highway, 500-986 Series
- + Railway
- Lake/Major River
- Provincial Protected Area
- Provincial Green Area
- ★ Nakamun Park
- City
- Urban Service Area
- Town
- Village
- Indian Reserve
- Rural Municipality

**NAKAMUN PARK
MUNICIPAL
DEVELOPMENT
PLAN**



**FIGURE 1:
CONTEXT MAP**

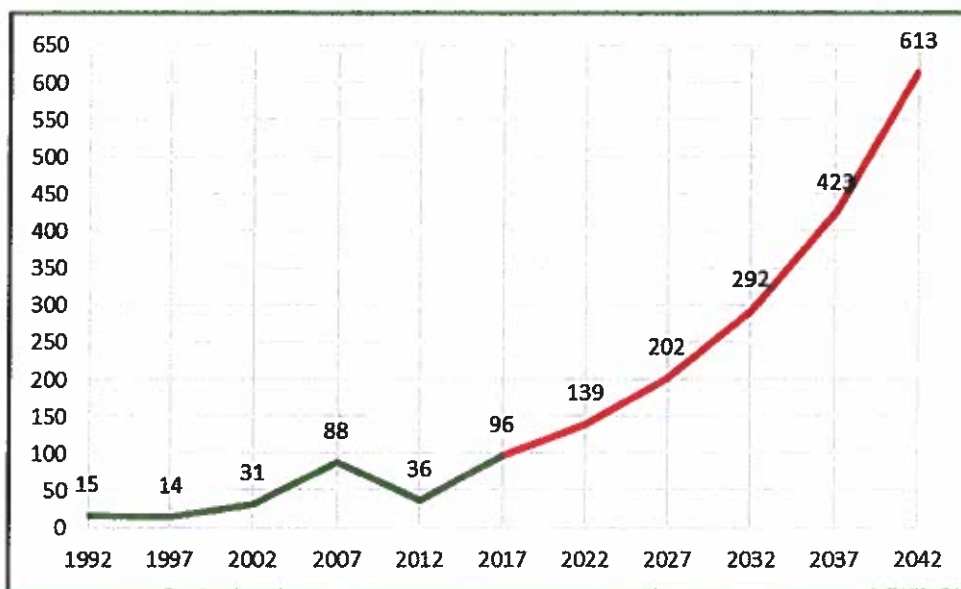
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1-3 DEMOGRAPHICS

Growth in Nakamun Park can be generally described as steady to the late 1990s, with more growth experienced from then to 2006. Between 2007 and 2012, the population of permanent residents in Nakamun Park dropped but recovered in 2017, suggesting an enumeration error.

In reviewing local demographic data, the Average Annual Growth Rate of 7.7% experienced in Nakamun Park between 1992 and 2017 – and projected out to 2042 in **Figure 2** – is not a realistic measure for projecting future growth as the base population (15 persons) was so low to begin with that any increase in population has had an outsized impact on the percentage increase. Added to this, Nakamun Park is currently built out, meaning that for the purposes of policy development, population growth is assumed to be of negligible affect.

Figure 2 – Population Growth in Nakamun Park



Source: Alberta Municipal Affairs.

11

SECTION TWO

Planning Framework

2

This Section introduces the purpose, scope and limitations of the MDP.

2-1 PURPOSE & SCOPE

A Municipal Development Plan (MDP) is a statutory document required by the Province of Alberta and adopted pursuant to the Municipal Government Act (MGA). MDPs are a tool that articulate a municipality's vision for the future, outlining strategic goals and priorities for land use and infrastructure to support long-term growth.

MDPs are prepared and adopted in accordance with the requirements of Section 632 of the MGA, which provides the parameters on MDP content:

632(3) A municipal development plan

(a) must address

- (i) the future land use within the municipality,**
- (ii) the manner of and the proposals for future development in the municipality,**
- (iii) the co-ordination of land use, future growth patterns and other infrastructure with adjacent municipalities if there is no intermunicipal development plan with respect to those matters in those municipalities,**
- (iv) the provision of the required transportation systems either generally or specifically within the municipality and in relation to adjacent municipalities, and**
- (v) the provision of municipal services and facilities either generally or specifically,**

(b) may address

- (i) proposals for the financing and programming of municipal infrastructure,**
- (ii) the co-ordination of municipal programs relating to the physical, social and economic development of the municipality,**
- (iii) environmental matters within the municipality,**
- (iv) the financial resources of the municipality,**
- (v) the economic development of the municipality, and**
- (vi) any other matter relating to the physical, social or economic development of the municipality,**

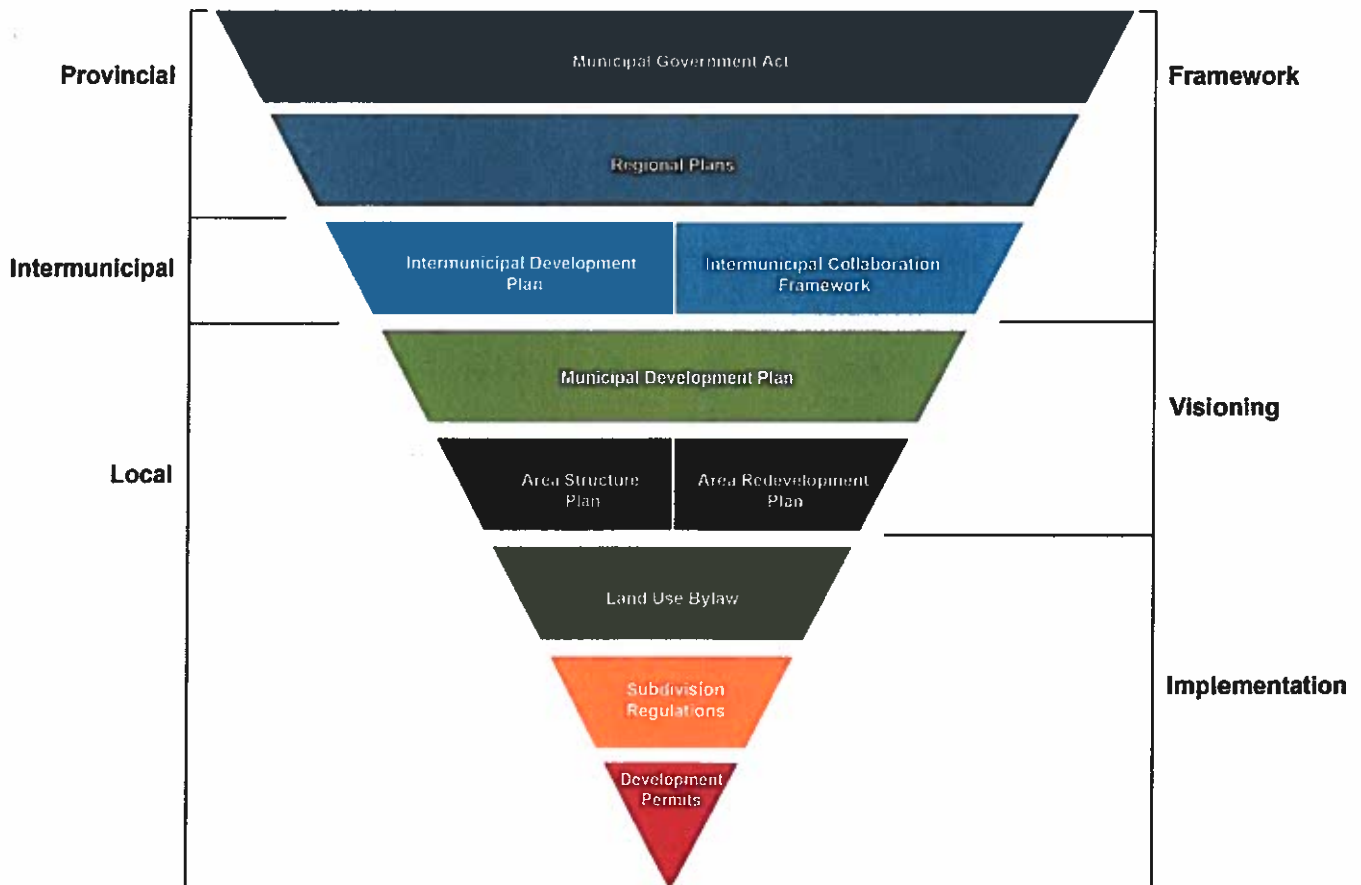
12

- (c) may contain statements regarding the municipality’s development constraints, including the results of any development studies and impact analysis, and goals, objectives, targets, planning policies and corporate strategies,
- (d) must contain policies compatible with the subdivision and development regulations to provide guidance on the type and location of land uses adjacent to sour gas facilities,
- (e) must contain policies respecting the provision of municipal, school or municipal and school reserves, including but not limited to the need for, amount of and allocation of those reserves and the identification of school requirements in consultation with affected school boards,
- (f) must contain policies respecting the protection of agricultural operations, and
- (g) may contain policies respecting the provision of conservation reserve in accordance with section 664.2(1)(a) to (d).

2-2 LEGISLATIVE FRAMEWORK

Provincial legislation, namely the MGA, establishes the planning context in which an MDP sits. In this planning hierarchy, plans, bylaws and approvals that are lower must be consistent with plans that are higher, as illustrated below:

Figure 3 – Planning Hierarchy in Alberta



2-3 INTERPRETATION

Where “shall” is used in a policy, the policy is considered mandatory in order to achieve a desired result. Where “should” is used in a policy, it is anticipated that the policies will be applied in all situations, unless it can be clearly demonstrated to the satisfaction of the Summer Village, that the policy is not reasonable, practical and feasible in a given situation.

3

SECTION THREE

Local Policies

3

This Section outlines local land use planning policies.

3-1 FUTURE DEVELOPMENT

Goals

- a) To maintain Nakamun Park as a recreation focused, residential lakeside community.
- b) To be supportive of new development and infill that is sensitive to the surrounding community.

Policies

- 3.1.1** Residential Infill should respect or complement the existing built form, including, height, size and architectural detailing of existing development.
- 3.1.2** Natural vegetation and tree cover should be retained when development occurs, where possible.
- 3.1.3** Servicing requirements and off-site upgrades shall be at the expense of the developer.
- 3.1.4** Buildings shall be setback from the high-water mark of Nakamun Lake.
- 3.1.5** The maximum Municipal Reserve as indicated by the MGA shall be required for all subdivision. These reserves may be in the form of land, cash-in-lieu or a combination thereof.
- 3.1.6** Lands deemed to be environmentally significant shall be protected via Environmental Reserve dedication or an environmental easement registered at the time of subdivision.
- 3.1.7** Future Area Structure Plans shall conform to the MGA.

14

3-2 PARKS, OPEN SPACE AND RECREATION

Goals

- a) To develop and maintain green spaces and recreational areas for Nakamun Park residents.
- b) To provide additional recreational opportunities and facilities.

Policies

- 3.2.1 Parks and Open Spaces shall be preserved and maintained for the use and enjoyment of residents and visitors.
- 3.2.2 The development of new recreation facilities for both active and passive uses is encouraged.
- 3.2.3 The Summer Village shall continue to maintain Ted McDonald park in the northwest corner of the village adjacent to Nakamun Lake.
- 3.2.4 Any proposed development on Parks and Open Space (e.g. playground, community office or hall) shall be supported by a community engagement process prior to approval by Council.

3-3 MOBILITY

Goals

- a) To maintain a well-connected, walkable community.
- b) To provide a safe and efficient road network that meets residents' current and future needs.

Policies

- 3.3.1 Trails and pathways shall be maintained and enhanced to link parks and open spaces and provide lake access.
- 3.3.2 Opportunities to improve safety and connectivity for pedestrians and cyclists, such as separate walkways are encouraged.
- 3.3.3 The roadway network shall be maintained to meet current and future needs.

3-4 MUNICIPAL SERVICING AND UTILITIES

Goals

- a) To provide services and utilities to residents.

Policies

- 3.4.1 Nakamun Park shall only approve development that does not require the municipality to provide piped water, unless a water supply system is available. Supply shall be approved by the Summer Village.
- 3.4.2 Low Impact Development (LID) stormwater management practices are encouraged.

15

3-5 ENVIRONMENTAL MANAGEMENT

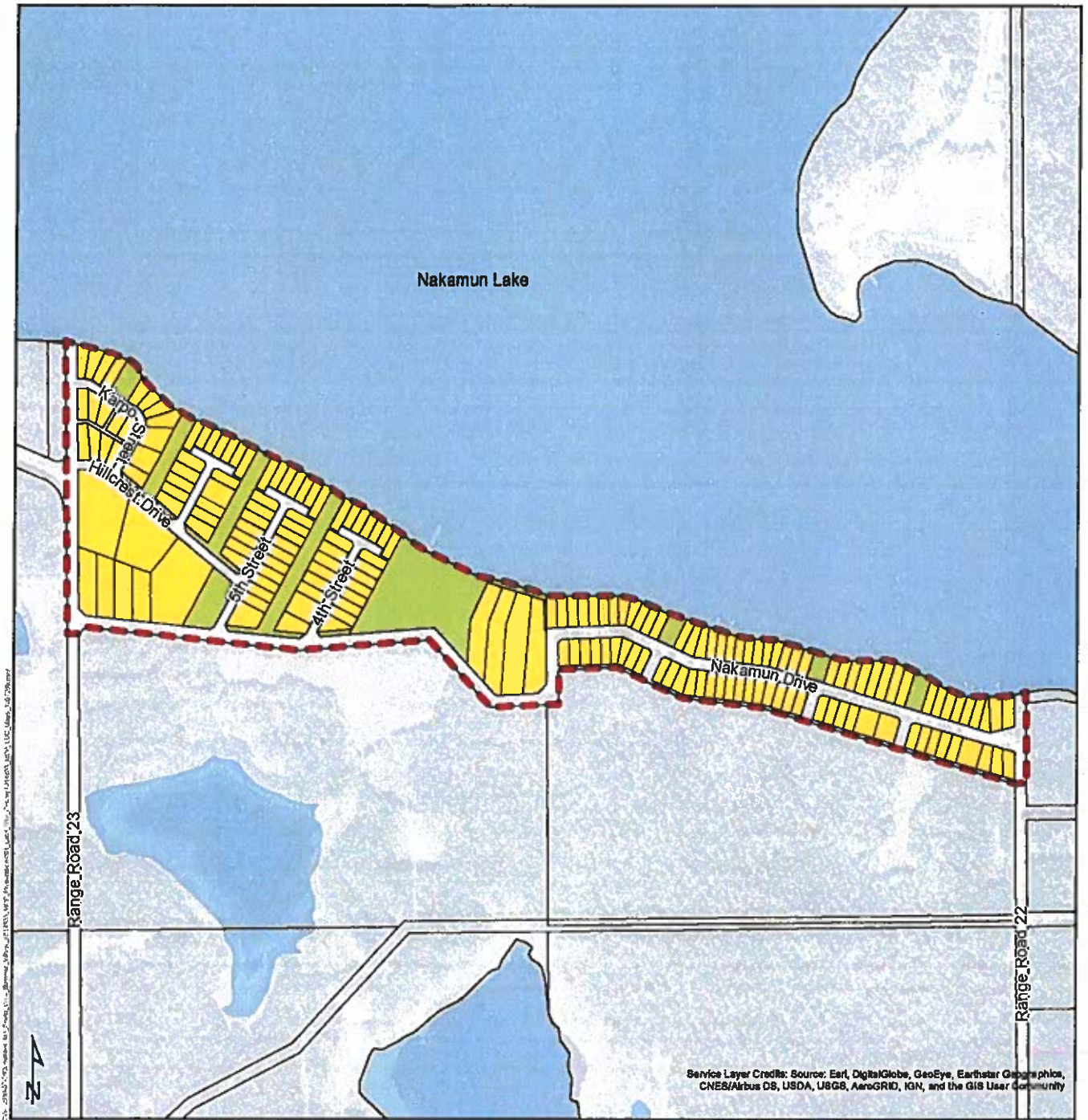
Goals

- a) To protect and preserve vegetation, wildlife habitat and environmentally significant areas.
- b) To enhance the water quality and natural habitat of Nakamun Lake.

Policies

- 3.5.1** Impacts to the natural environment as a result of future development shall be minimized to the greatest extent possible.
- 3.5.2** No permanent structures shall be permitted within the 1:100 year flood plain of Nakamun Lake.
- 3.5.3** Practices which minimize nutrients entering the lake from adjacent development are encouraged.

16



	Water Body	Residential
Municipal Boundary	Parks and Open Space	

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**NAKAMUN PARK
MUNICIPAL
DEVELOPMENT
PLAN**



17

**FIGURE 4
FUTURE
DEVELOPMENT MAP**

SECTION FOUR

Intermunicipal Policies

4

This Section outlines policies designed to support collaboration between the Summer Village and neighbouring municipalities.

4-1 COLLABORATION

Goals

- a) To work with nearby municipalities to provide enhanced services and amenities to residents.
- b) To work with Lac Ste. Anne County to develop land use policies which are mutually beneficial.

Policies

- 4.1.1 Work with the County to prepare an Intermunicipal Development Plan for the lands which border the Summer Village.
- 4.1.2 Work with local municipalities to identify and support initiatives to provide enhanced services and amenities to residents.
- 4.1.3 Work with municipalities and stakeholders along the shore of Nakamun Lake to promote and implement lake management best practices.
- 4.1.4 Work with the County so that any access proposals from adjacent subdivision and/or development proposals within County lands connect the primary access to adjacent County roads and not to Nakamun Drive.

18

SECTION FIVE

Implementation Policies

5

This Section outlines policies designed to implement MDP policies and measure progress made towards achieving them.

5-1 IMPLEMENTATION

Goals

- a) To implement to policies of this Municipal Development Plan.

Policies

- 5.1.1** The MDP shall be reviewed and updated approximately every ten (10) years to ensure that development continues to reflect the vision and goals herein. A review may also be necessary to reflect:
 - a) Shifts in economic, social and development opportunities and constraints;
 - b) Changes in federal and provincial legislation and regulations; and
 - c) Changes to Council's strategic priorities.
- 5.1.2** Council shall review and update the Land Use Bylaw to implement the policies of this MDP.

19



Summer Village of Nakamun Park Request For Decision - (RFD) 2020-35

Meeting:	Regular Council
Meeting Date:	August 19th, 2020
Originated By:	Dwight Moskalyk, Chief Administrative Officer
Title:	Municipal Stimulus Package – Funding Agreement
Agenda Item Number:	6(a) – Business

BACKGROUND/PROPOSAL:

At the end of July 2020 it was announced, through our AUMA network and later by official government correspondence, that the Government of Alberta had approved a Municipal Stimulus Program to promote economic stability in local economies during these challenging times. This program will work along the same lines as the MSI grant program (in terms of funding allocation and eligible project types), with a few notable caveats. A summary of the project is included (attached to this RFD) and a full overview of the program guidelines was received and can be requested if you wish to review it in detail.

While there is a phased in project application schedule to consider, the first step in accessing this funding (or being able to access it in the future) is to approve the funding agreement. This agreement is attached for review.

A full list of attachments to the RFD are:

- i) July 30th 2020 Email from Grant Coordinator Luhtala re: MSP Funding (including July 29th, 2020 AUMA originating email on program announcement)
- ii) July 30th, 2020 Email Message from Hon. Kaycee Madu, QC Minister Municipal Affairs re: MSP
- iii) MSP Summary Memorandum, as attached to MA email)
- iv) MSP Memorandum of Agreement (“the Agreement”), as attached to MA email

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

While there are extra conditions we need to consider in using any allocation we may be awarded under this program, including 2021 deadlines for construction and requirement for reporting on local red-tape reduction initiatives, these conditions do not impact the municipality unless the funds are used on an approved project. The first step is to approve the agreement, if you choose to use the funds we can talk about eligible projects and funding conditions/reporting requirements if/when Council gives consideration to a specific project application. If we end up not using the funds, or only use some of the funds, the balance received is returned to the Government at the expiry of the program.

20



COSTS/SOURCE OF FUNDING (if applicable)

There will be additional administrative costs in terms of reporting, remitting information, and possibly tendering etc., but none of these costs are expected to be excessive.

RECOMMENDED ACTION:

- 1) That Council approved the Municipal Stimulus Program Memorandum of Agreement with the Province of Alberta, and authorize execution of same.
- 2) That Administration (and Council) bring proposals for possible projects to apply for to the next meeting so that we can apply during the next allocation period (October 1st, 2020)

Initials show support – Reviewed By:	CAO: <i>D. Moskalyk</i>
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21

Date Thu, 30 Jul, 20 9:56:07AM
From administration@wildwillowenterprises.com
 Wendy Wildman
 cao@onoway.ca
 Dwight Moskalyk
 ddm@kronprinzconsulting.ca
 Shelley Vaughn
 shelley@onoway.ca
To Kristie
 administration@kronprinzconsulting.ca
 svsunrisebeach@wildwillowenterprises.com
 svsunrisebeach@wildwillowenterprises.com
 Island Lake
 svislandlake@wildwillowenterprises.com
 administration@wildwillowenterprises.com
 administration@wildwillowenterprises.com
Subject RE: Municipal Stimulus Program Funding

Hello Everyone, further to my email yesterday, you will be receiving your Memorandum of Agreements and Application Forms from Municipal Affairs today. Ensure you get your Agreements approved and executed and they can be submitted with the project application(s) - must be by October 1st, 2020.

Note that the project application do not need to be done via MAConnect as I had stated previously - the forms Municipal Affairs are sending are to be filled out and saved and emailed to them - they are accepting electronic signatures.

Thanks,

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

Email: administration@wildwillowenterprises.com

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

Subject: Municipal Stimulus Program Funding

From: "administration@wildwillowenterprises.com" <administration@wildwillowenterprises.com>

Date: 7/29/20 1:48 pm

To: "Wendy Wildman" <cao@onoway.ca>, "Dwight Moskalyk" <ddm@kronprinzconsulting.ca>, "Shelley Vaughn" <shelley@onoway.ca>, "Kristie" <administration@kronprinzconsulting.ca>, "svsunrisebeach@wildwillowenterprises.com" <svsunrisebeach@wildwillowenterprises.com>, "Island Lake" <svislandlake@wildwillowenterprises.com>, "administration@wildwillowenterprises.com" <administration@wildwillowenterprises.com>

Below is information on the Municipal Stimulus Program (MSP), an important note that we must commit our funding allocation to project(s) by October 1st, 2020. Projects CAN NOT already be accepted under MSI-Capital, these are to be **new projects, we can not cancel an already approved project under MSI-C and move it to MSP**. The funding then must be spent by December 31, 2021.

HIGHLIGHTS

Projects

- accepted projects are similar to what is accepted under MSI-C
- must be submitted by October 1st, 2020
- maximum of 5 applications
- total amount of funding must not exceed the allocation amount
- must be a project that would not go forward in the absence of support through this program
- construction must begin in 2020 or 2021

Red Tape Reduction

-must commit to submitting an annual Red Tape Reduction Report to indicate how we have made progress in at least one of the following areas including a qualitative description of specific actions taken:

- What steps have been taken to make it easier to start up a new business in the municipality?
- What steps have been taken to streamline processes and shorten timelines for development and permit approvals?
- What steps have been taken to make the municipality a more attractive destination for new investment and/or tourism?

Funding

-time extensions for funding will not be granted

We will need to know our project listings soon as they will have to be applied for in the MAConnect system. Below are the allocations for each muni.

Onoway - \$122,316
 Island Lake - \$32,102
 Nakamun Park - \$16,411
 Silver Sands - \$24,019
 South View - \$12,964
 Sunrise Beach - \$21,047
 West Cove - \$22,711
 Yellowstone - \$21,285

Thanks,

**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

Email: administration@wildwillowenterprises.com

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

Subject: \$1.1 billion Safe Restart funding

From: President <President@auma.ca>

Date: Wed, July 29, 2020 1:10 pm

To:

Good Afternoon Mayors, Councillors, and CAOs,

Yesterday, the Government of Alberta announced it is providing financial support as part of the Safe Restart program. AUMA VP Tanya Thorn joined Premier Kenney, Ministers Madu and McIver, Mayors Iveson and Nenshi, and RMA President Al Kemmere in announcing additional funding supports for municipal operating costs.

The province has confirmed it will match the Government of Canada's \$296 million with a further \$296 million to help municipalities maintain critical services Albertans rely on every day. The Government of Alberta had previously announced \$500 million in stimulus funds for infrastructure projects. This means a total commitment of \$1.1 billion for Alberta's communities.

Of the \$592 million, \$452 million will be allocated to operational support and \$140 million to transit supports. The transit supports will be allocated using a formula that considers ridership and projected losses. We continue to work with the government on financial supports for those communities hit hard by the decline in the tourism industry.

Furthermore, Municipal Affairs has confirmed the \$500 million capital stimulus funds will be allocated to all Alberta municipalities based on the MSI formula. The province requires the funds be allocated to projects by October 1, 2020, and that all funds be spent by December 31, 2021. Details of the allocation amounts for each municipality and the precise guidelines for using the funds can be found on the Government of Alberta website.

When advocating for these funds, we have been clear that there cannot be a full recovery without strong municipalities. We need municipalities to lead recovery efforts on the ground, which requires rehiring laid-off employees and offsetting members' revenue losses.

In conjunction with FCM and other municipal leaders, AUMA has worked hard to help our governments understand the financial crisis our municipalities are facing. This is a good first step to rebuilding a stronger Alberta by rebuilding its strong communities.

We will share more details as they become available.

Sincerely,

Barry Morishita | President
Mayor, City of Brooks

C: 403.363.9224 | president@auma.ca

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

Toll Free: 310-AUMA | www.auma.ca



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24

Date Thu, 30 Jul, 20 9:04:24AM
From MA Municipal Stimulus
MA.MunicipalStimulus@gov.ab.ca
To marge.hanssen@svnakamun.com
marge.hanssen@svnakamun.com
Cc ddm@kronprinzconsulting.ca
ddm@kronprinzconsulting.ca
Subject Municipal Stimulus Program

Dear Chief Elected Official,

On July 28 your Alberta government was proud to announce the \$500-million Municipal Stimulus Program, a key component of [Alberta's Recovery Plan](#). Thank you for submitting information on your shovel-ready infrastructure projects over the past few months. This information was very useful to help us understand the capacity of municipalities to take on additional infrastructure projects, as well as the types of projects that could be started this year.

The Municipal Stimulus Program (MSP) is designed to distribute stimulus funding quickly and equitably across the province so local governments, like yours, can help support local jobs and stimulate the economy. Funding will be allocated using the same formula as the federal Gas Tax Fund and municipalities can access their allocation by submitting project applications before October 1, 2020. Applications will be reviewed as they are received and payments will begin shortly after projects are approved.

Projects *must* begin construction in 2020 or 2021 and *must not* result in municipal tax increases. Municipalities also need to commit to further supporting growth in their local economies by reducing municipal red tape. Further information about the program and allocation amounts are available on the [program website](#), and in the attached program summary and program guidelines. The grant agreement and application form are also attached.

The intention of this program is to support local jobs and stimulate the economy – both through construction and over the life of the asset. We will be evaluating project applications through this lens. You are also encouraged to apply this lens as you consider which projects to put forward.

Please note that the MSP is not related to operating and transit funding recently announced as part of the federal Safe Restart Agreement. Further information about this funding will be made available soon.

Thank you for your leadership during these difficult times. I know this is not an easy situation to manage, but together we can overcome these challenges and return our province to prosperity.

If you have any questions, please contact ma.municipalstimulus@gov.ab.ca.

Yours very truly,

Honourable Kaycee Madu, QC
Minister of Municipal Affairs

Attachments

Classification: Public



[:MSP Program Summary.pdf \(947K\)](#)

25



:MSP Program Guidelines.pdf (790K)



:MSP Application Form.pdf (151K)



:Summer Village of Nakamun Park.pdf (321K)

26

Municipal Stimulus Program

Summary

- \$500-million allocation-based program structured on the Municipal Sustainability Initiative (MSI), for construction of capital projects before December 31, 2021.
- Funding is distributed based on the Gas Tax Fund (GTF) allocation formula (largely per capita with a \$50,000 minimum; summer villages receive a base of \$5,000 plus the per capita amount).
- Project eligibility based on MSI guidelines, modified to exclude categories and activities with minimal contribution to economic recovery.
- Municipalities have broad discretion to apply for projects within the eligibility criteria, but Minister retains authority to approve projects.
- Municipalities will be required to report on progress in reducing municipal red tape.

Objectives

- Sustain and create local jobs.
- Enhance provincial competitiveness and productivity.
- Position communities to participate in future economic growth.
- Reduce municipal red-tape to promote job-creating private sector investment.

Program Overview

- Program is open to municipal authorities, Metis Settlements, and the Townsite of Redwood Meadows.
- Municipalities must commit to submitting an annual Red Tape Reduction report for each of 2020 and 2021. They will be required to indicate to the Minister's satisfaction how they have made progress in the following areas since the stimulus program was announced:
 - What steps have been taken to make it easier to start up a new business in the municipality?
 - What steps have been taken to streamline processes and shorten timelines for development and permit approvals?
 - What steps have been taken to make the municipality a more attractive destination for new investment and/or tourism?
- The red tape reduction report template will require municipalities to identify how they have reduced red tape from among several provided options, or they may identify their own actions. They will also be required to provide relevant metrics and/or a qualitative description of specific actions they have taken.
- Projects must begin construction in 2020 or 2021, and all funds must be expended before December 31, 2021, or repaid to the province. However, projects may continue past this date using other sources of funding.
- Municipalities must indicate the amount of funding required in both 2020 and 2021 for each project.
 - Payments for 2020 expenditures will be issued once municipalities sign the conditional grant agreement and receive approval on their project application(s).
 - Payments for 2021 expenditures will be issued in May 2021, unless municipalities identify a requirement to receive funding earlier.

27

- Projects must result in the construction or major rehabilitation of a capital asset that falls within one of the eligible categories.
 - Project categories are based on modified MSI project categories.
 - Some MSI eligible projects, such as rolling stock, equipment purchases, and infrastructure management systems are not be eligible, as they do not support economic development or job creation.
- Projects *must* not create new operational funding requirements for the province and *must* not, as a result of the projects, lead to higher/increased municipal taxes.
- Projects previously approved for MSI or GTF funding are not eligible and municipalities will not be permitted to withdraw and resubmit MSI or GTF projects to gain eligibility.
- Proponent must attest that the project would not go ahead this year or next year in the absence of support through the stimulus program.

Allocations

- Funding is allocated using the Gas Tax Fund (GTF) formula (per capita with a minimum funding amount of \$50,000; summer villages receive \$5,000 plus the per capita amount.)
 - Approximately 30.6% will go to Calgary, 23.1% will go to Edmonton, and 46.3% will go to other municipalities.
- This allocation formula favours more populous urban municipalities, but, previously announced stimulus funding delivered through the Strategic Transportation Infrastructure Program, the Alberta Water/Wastewater Partnership, and the First Nations Water Tie In benefits primarily rural and small urban municipalities.

Municipality	Allocations	
	\$	%
Calgary	\$152,831,311	30.6%
Edmonton	\$115,567,274	23.1%
Other Municipalities	\$231,601,415	46.3%
<i>Other Cities</i>	<i>\$83,401,530</i>	<i>16.7%</i>
<i>Towns</i>	<i>\$56,781,658</i>	<i>11.4%</i>
<i>Villages</i>	<i>\$5,337,096</i>	<i>1.1%</i>
<i>Summer Villages</i>	<i>\$873,117</i>	<i>0.2%</i>
<i>Rurals</i>	<i>\$59,567,950</i>	<i>11.9%</i>
<i>Strathcona County</i>	<i>\$11,694,461</i>	<i>2.3%</i>
<i>RM of Wood Buffalo</i>	<i>\$13,276,133</i>	<i>2.7%</i>
<i>Metis Settlements</i>	<i>\$669,470</i>	<i>0.1%</i>
Total	\$500,000,000	100.0%

25

Administration Process and Timing

Process Step	Estimated Timing
Program Introduction <ul style="list-style-type: none"> - Application process, program guidelines, and allocation amounts are posted on a program website - Municipal Affairs hosts webinar for municipalities to provide additional details 	<ul style="list-style-type: none"> - Program materials available by July 28, 2020
First Project Intake Period <ul style="list-style-type: none"> - Municipalities prepare and submit applications - Submitted applications uploaded into SharePoint - Project reviews - Project approvals 	<ul style="list-style-type: none"> - Until October 1, 2020 - Project approvals on a rolling basis, as soon as reviewed - Project reviews continue until complete
Re-allocation Period <ul style="list-style-type: none"> - Funds uncommitted by municipalities to an approved project re-allocated by the Minister 	<ul style="list-style-type: none"> - Fall 2020
Second Project Intake Period (if required) <ul style="list-style-type: none"> - Second intake opened if substantial amounts of funding remain unallocated after first intake 	<ul style="list-style-type: none"> - February 1, 2021, to April 1, 2021 - Project reviews continue until complete, approvals issued as decisions are made
Project Initiation <ul style="list-style-type: none"> - Notification letters sent to successful applicants - Recipients sign conditional grant agreements 	<ul style="list-style-type: none"> - Following project approval
Project Administration <ul style="list-style-type: none"> - Payments to recipients - Project construction 	<ul style="list-style-type: none"> - Payments following signing of conditional grant agreements and approval of project applications - Payments complete by October 2021
Reporting Requirements <ul style="list-style-type: none"> - 2020 reporting - 2021 reporting 	Red Tape Reduction Reporting <ul style="list-style-type: none"> - February 1, 2021 (2020 progress) - February 1, 2022 (2021 progress) Financial Reporting <ul style="list-style-type: none"> - May 1, 2021 (2020 reporting) - May 1, 2022 (2021 reporting)

MUNICIPAL STIMULUS PROGRAM

MEMORANDUM OF AGREEMENT (hereinafter called "the Agreement")

BETWEEN:

HER MAJESTY THE QUEEN, in right of the
Province of Alberta, as represented by the
Minister of Municipal Affairs (hereinafter called
"the Minister")

AND

the **Summer Village of Nakamun Park**
(hereinafter called "the Municipality")

hereinafter jointly called "the Parties"

Preamble:

WHEREAS the Municipal Stimulus Program represents the Province of Alberta's commitment to support economic growth and local jobs;

WHEREAS the Municipal Stimulus Program will make infrastructure funding available to the Municipality to use on approved infrastructure projects that support the provincial and local economies;

WHEREAS under the Government Organization Act, RSA 2000 and the Municipal Affairs Grants Regulation (AR 123/2000), the Minister is authorized to make grants and to enter into an agreement with respect to any matters relating to the payment of a grant;

WHEREAS these funds are to be used by the Municipality for eligible expenditures incurred on projects accepted by the Minister.

NOW THEREFORE in consideration of the mutual terms and conditions hereinafter specified, **THE PARTIES AGREE AS FOLLOWS:**

1. The preamble is incorporated as an integral part of this Agreement.
2. In this Agreement, unless the context requires otherwise "Program Guidelines" means the guidelines for actions, events, criteria, report formats, and other directions applicable to the Municipal Stimulus Program as may be prescribed or

determined by the Minister and as may be amended from time to time by the Minister.

3. The Parties shall execute this Agreement and the Municipality shall return an executed Agreement to the Minister prior to the Minister transferring any funds to the Municipality under this Agreement.

4. The Minister agrees to provide funds to the Municipality under the Municipal Stimulus Program subject to the following:
 - (i) Sufficient approved funding appropriated by the Legislature;
 - (ii) Sufficient accepted eligible Municipal Stimulus Program projects as defined in the Program Guidelines;
 - (iii) Completion of reporting requirements as outlined in the Program Guidelines; and
 - (iv) Compliance with all other terms of the Agreement.

5. The Municipality agrees to provide to the Minister:
 - (i) A project application for each project to be initiated under this program;
 - (ii) An annual report of the initiatives undertaken by the Municipality to reduce administrative burden ("red tape") and encourage investment as described in the Program Guidelines; and
 - (iii) An annual summary of the actual grant expenditures on each project undertaken in that year and the year-end grant balance on hand (Statement of Funding and Expenditures), including certification by the Municipality that it is in compliance with the terms and conditions of this Agreement

all in a format as prescribed in the Program Guidelines for this grant program.

31

6. The Municipality agrees to accept the funds provided by the Minister in accordance with the following additional terms and conditions:
 - (i) The Municipality shall maintain a separate accounting for the funds provided;
 - (ii) The Municipality shall ensure that expenditures accounted for against the principal amount of the funds provided, income earned, and other credits as described in the Program Guidelines are applied only to projects accepted by the Minister;
 - (iii) All funds provided to the Municipality, not expended prior to December 31, 2020 may be carried forward to the next year and must be expended on an accepted project before December 31, 2021. Thereafter, all unexpended funds shall be returned to the Government of Alberta;
 - (iv) The Municipality shall undertake actions to encourage investment and/or reduce the administrative burden ("red tape") imposed on local businesses and residents to the satisfaction of the Minister or the Municipality will be required to repay the funding;
 - (v) All projects under this Agreement shall be carried out in accordance with the rules, regulations and laws governing such works and in accordance with the best general practices then current at the time of the construction of the project; and
 - (vi) This Agreement does not replace, supersede, or alter the terms of any other existing funding Agreement between the Minister and the Municipality.
7. The Municipality shall adhere to all project eligibility criteria, project credits, project tendering requirements, and other items or directions as outlined in the Program Guidelines.
8. The Municipality agrees that the funding provided under this program is for capital expenditures as outlined in the Program Guidelines.
9. The Municipality agrees to allow the Minister and/or his agents, including but not limited to, the Auditor General of Alberta, and representatives of the Province of Alberta, access to the project site; any engineering drawings or documents; any

books of accounts relating to funding and expenditures claimed under this Agreement; and any other such project related documents as deemed necessary by the Minister in performing an audit of the projects undertaken under this Agreement. All project related documents shall be kept by the Municipality for a minimum of three years following completion of the project.

10. The Municipality shall indemnify and save harmless the Minister, his servants, agents and employees, from and against all actions, claims and demands arising directly or indirectly from the preparation for or implementation of the projects, whether or not the damage arose as a result of the actions or omissions of third parties.
11. Where the Municipality enters into contracts with third parties for the implementation of a project, such contracts shall include provision that the third party shall be solely responsible for and save harmless and indemnify the Minister, and his officers, employees and agents from and against all claims, liabilities, and demands of any kind with respect to any injury to persons (including without limitation) death, damage to or loss or destruction of property, economic loss or infringement of rights caused by or arising directly or indirectly from i) the project; ii) the performance of the contract or the breach of any term or condition of the contract by the third party or its officers, employees or agents; iii) the on-going operation, maintenance and repair of the project; or iv) any omission or any willful or negligent act of the third party or its officers, employees or agents.
12. The Municipality agrees that it is not entitled to claim compensation for its costs, expenses, inconvenience or time expended in relation to the administration of the funds provided under this Agreement nor in respect to this Agreement.
13. The Parties agree to give this Agreement a fair and reasonable interpretation and, when required, to negotiate with fairness and candour any modifications or alteration thereof for the purpose of carrying out the intent of this Agreement and/or rectifying any omission in any of these provisions.
14. Notwithstanding the date for completion of all projects and the expending of funds under section 6(iii) of this Agreement, this Agreement shall continue in effect until March 31, 2023.
15. The Agreement may be renewed or extended thereafter, for a further one (1) year period, if mutually agreed to in writing. In the event that this Agreement is not renewed or extended, the Municipality shall return all uncommitted funds as of the termination date to the Government of Alberta.

33

16. Any notice, demand or other document required or permitted to be given under the terms of this Agreement shall be sufficiently given to the party to whom it is addressed if personally delivered, sent by prepaid registered mail, or e-mailed to the addresses as follows:

The Minister: Municipal Affairs
 15th Floor, Commerce Place
 10155 – 102 Street
 Edmonton, AB T5J 4L4

Attention: Director, Grant Program Delivery

Telephone: 780-422-7125

E-mail: ma.municipalstimulus@gov.ab.ca

The Municipality: Summer Village of Nakamun Park
 PO Box 1250
 Onoway, AB T0E 1V0

Attention: Chief Administrative Officer

Telephone: 780-967-0271

E-mail: cao@svnakamun.com

or to such address as either party may furnish to the other from time to time.

17. Any dispute between the Minister and the Municipality on any question of law or fact arising out of this Agreement shall be submitted to and determined by the Court having jurisdiction over this Agreement.
18. The rights, remedies and privileges of the Minister under this Agreement are cumulative and any one or more may be exercised.
19. If any portion of this Agreement is deemed to be illegal or invalid, then that portion of the Agreement shall be deemed to have been severed from the remainder of the Agreement and the remainder of the Agreement shall be enforceable.
20. This Agreement is binding upon the Parties and their successors.
21. The Parties agree that the laws of the Province of Alberta will govern this Agreement.

34

The Parties have therefore executed the Agreement, each by its duly authorized representative(s), on the respective dates shown below.

HER MAJESTY THE QUEEN
in Right of the Province of
Alberta as Represented by
the Minister of Municipal Affairs

Per: 
MINISTER

Date: July 28, 2020

SUMMER VILLAGE OF NAKAMUN PARK

Witness

Per: _____
CHIEF ELECTED OFFICIAL

Date: _____

Witness

Per: _____
DULY AUTHORIZED SIGNING OFFICER

Date: _____





Summer Village of Nakamun Park Request For Decision - (RFD) 2020-36

Meeting:	Regular Council
Meeting Date:	August 19th, 2020
Originated By:	Dwight Moskalyk, Chief Administrative Officer
Title:	Lot 4, Block 4 Plan 2302MC Land Sale, Offer to Purchase
Agenda Item	6(b) – Business
Number:	

BACKGROUND/PROPOSAL:

The Municipality acquired Lot 4, Block 4, Plan 2302MC through the tax recovery process some time ago. Earlier in 2020 Council authorized administration to advertise this parcel for sale, by sealed tender and subject to standard conditions. The parcel was advertised in local papers and on the website/municipal office beginning in June and at the closing date of July 8th, 2020 one submission had been received.

Administration opened the submission and review it on July 8th, 2020 and presented it to Council at their July 15th, 2020 Council meeting. At the time Council requested that a decision on accepting/rejecting the offer be deferred pending an independent land valuation to confirm the fair market value of the subject parcel. This evaluation was completed by Northern Lights Real Estate Consulting on July 23rd, 2020. The assessment report of Brianne Falk(Bors), the assigned appraiser, is attached.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The listed assessment of the property was \$34,390 and the offer was for \$20,200. The independent land valuation appraised the land at \$25,000.

Pending Council's review of the assessment information, Council should consider one of the following options:

- 1) Accept the offer as presented
- 2) Accept the offer, with conditions
- 3) Reject the offer

A copy of the original offer is attached to the RFD (redacted version). If Council accepts the offer, legal counsel will draft the required Real Property Purchase Agreement for approval at the next meeting. If the offer is rejected, Council should consider advertising again, listing with an agent, or resolving to retain the lands for the time being.

36



COSTS/SOURCE OF FUNDING (if applicable)

N/A – any legal/administrative costs are applied against the property and covered under the proceeds of the sale.

RECOMMENDED ACTION:

- 1) That Council accept the tender offer and proposal from 2082810 AB Ltd. For the purchase of Lot 4, Block 4, Plan 2302MC (5054-5th Street) for the offered amount \$20,200.00 plus applicable fees/taxes.

Initials show support – Reviewed By:	CAO: <i>D. Moskalyk</i>
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31

**SUMMARY
APPRAISAL REPORT**



**OF THE LAND AND IMPROVEMENTS
LOCATED AT**

5054 5 Street
SV of Nakamun Park, AB T0E 1V0

PREPARED FOR

Dwight Darren Moskalyk c/o Summer Village of Nakamun Park

PREPARED BY

38

The purpose of this appraisal and appraisal report is to determine and report the market value, as defined in this appraisal report, of the subject land and improvements thereon, in fee simple, for the function of establishing a plausible sale price.

The appraiser has personally viewed the subject property and has gathered and analyzed all the data deemed necessary, which was obtained from the local real estate board, the Multiple Listing Service, the public record, the owner, the lender, the builder and the appraiser's own files. The appraiser has further completed a sales comparison approach analysis.

This appraisal report has been completed in accordance with the Uniform Standards of Professional Appraisal Practice (USPAP).

No title search was performed on the subject property.

It is my opinion the market value of the subject property as of July 23, 2020, is:

Twenty-Five Thousand Dollars

\$25,000

THIS REPORT CONTAINS AND IS SUBJECT TO specific terminology descriptions, conditions, and special limitations which affect the stated opinion of market value, the use, and the intended user of the report. Please carefully read, and pay particular attention to all of these descriptions, conditions, and special limitations.

B Falk

Brianne Falk
DAR 1312-21

39

LAND APPRAISAL REPORT

File No. 2007112

Property Address 5054 5 Street	LENDER DISCRETIONARY USE
City SV of Nakamun Park Province AB Postal Code T0E 1V0	Sale Price \$ _____
Legal Description Plan 2302MC Block 4 Lot 4	Date _____
Owner/Occupant N/A	Mortgage Amount \$ _____
Sales Price \$ _____ Date of Sale _____	Mortgage Type _____
Loan charges/concessions to be paid by seller \$ _____	Discount Points and Other Concessions _____
R.E. Taxes \$ 34,390 Tax Year 2020	Paid by Seller \$ _____
Lender/Client Dwight Darren Moskalyk c/o Summer Village of Nakamun Park	Source _____

LOCATION	<input type="checkbox"/> Urban	<input type="checkbox"/> Suburban	<input checked="" type="checkbox"/> Rural	NEIGHBOURHOOD ANALYSIS				
BUILT UP	<input type="checkbox"/> Over 75%	<input checked="" type="checkbox"/> 25-75%	<input type="checkbox"/> Under 25%	Employment Stability	<input type="checkbox"/> Good	<input checked="" type="checkbox"/> Avg.	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
GROWTH RATE	<input type="checkbox"/> Rapid	<input checked="" type="checkbox"/> Stable	<input type="checkbox"/> Slow	Convenience to Employment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PROPERTY VALUES	<input type="checkbox"/> Increasing	<input checked="" type="checkbox"/> Stable	<input type="checkbox"/> Declining	Convenience to Shopping	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DEMAND/SUPPLY	<input type="checkbox"/> Shortage	<input type="checkbox"/> In Balance	<input checked="" type="checkbox"/> Over Supply	Convenience to Schools	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MARKETING TIME	<input type="checkbox"/> Under 3 Mos.	<input type="checkbox"/> 3-6 Mos.	<input checked="" type="checkbox"/> Over 6 Mos.	Adequacy of Public Transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

PRESENT LAND USE % Single Family 40% 2-4 Family 0% Multi-Family 0% Commercial 10% Industrial 10% Vacant 40%	LAND USE CHANGE Not Likely <input checked="" type="checkbox"/> Likely <input type="checkbox"/> In process <input type="checkbox"/> To: _____	PREDOMINANT OCCUPANCY Owner <input type="checkbox"/> Tenant <input type="checkbox"/> Vacant (0-5%) <input checked="" type="checkbox"/> Vacant (over 5%) <input type="checkbox"/>	SINGLE FAMILY HOUSING PRICE AGE \$(000) (yrs) 40 Low 0 1100 High 100 Predominant	Recreation Facilities <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Adequacy of Facilities <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Property Compatibility <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Protection from Detrimental Cond. <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Police & Fire Protection <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> General Appearance of Properties <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Appeal to Market <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
--	---	---	--	---

Note: Race or the racial composition of the neighbourhood are not considered reliable appraisal factors. COMMENTS: See Attached Addendum

Dimensions Not Measured Site Area 0.23 Acres Corner Lot No Zoning Classification R - Residential Zoning Compliance Yes HIGHEST & BEST USE: Present Use Yes Other Use N/A	Topography _____ Level _____ Size 0.23 Acres Shape Rectangular Drainage Fair View Average Landscaping Partially Cleared / Mature Trees Driveway None Apparent Easements None Noted
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Comments (Apparent adverse easements, encroachments, special assessments, slide areas, etc.): See Attached Addendum

The undersigned has recited three recent sales of properties most similar and proximate to subject and has considered these in the market analysis. The description includes a dollar adjustment, reflecting market reaction to those items of significant variation between the subject and comparable properties. If a significant item in the comparable property is superior to, or more favorable than, the subject property, a minus (-) adjustment is made, thus reducing the indicated value of subject; if a significant item in the comparable is inferior to, or less favorable than, the subject property, a plus (+) adjustment is made, thus increasing the indicated value of the subject.

ITEM	SUBJECT	COMPARABLE NO. 1	COMPARABLE NO. 2	COMPARABLE NO. 3
Address	5054 5 Street SV of Nakamun Park	3 Spruce Road SV of Birch Cove	155 5427 Highway 633 Hofmann Beach	5100 4 Street SV of Nakamun Park
Proximity to Subject		12.79 km NW	41.66 km SW	0.18 km SE
Sales Price	\$ _____	\$ 38,000	\$ 17,000	\$ 35,000
Price/	\$ _____	\$ 38,000	\$ 17,000	\$ 35,000
Data Source		MLS Listing	MLS Listing	MLS Listing
VALUE ADJUSTMENTS	DESCRIPTION	DESCRIPTION	DESCRIPTION	DESCRIPTION
Sales or Financing				
Concessions		None Noted	None Noted	None Noted
Date of Sale/Time		06/22/2020	05/29/2020	04/23/2020
Location	Average	Superior -5,000	Similar	Superior -10,000
Site/View	0.23 Acres	0.46 Acres -5,000	0.14 Acres 5,000	0.23 Acres
Days on Mkt.		17	2	364
List Price		36,900	17,000	35,000
Net Adj. (total)		<input type="checkbox"/> + <input checked="" type="checkbox"/> - \$ 10,000	<input checked="" type="checkbox"/> + <input type="checkbox"/> - \$ 5,000	<input type="checkbox"/> + <input checked="" type="checkbox"/> - \$ 10,000

470

ADDENDUM

Borrower:	File No.: 2007112	
Property Address: 5054 5 Street	Case No.:	
City: SV of Nakamun Park	Province: AB	Postal Code: T0E 1V0
Lender: Dwight Darren Moskalyk c/o Summer Village of Nakamun Park		

Neighbourhood Comments

The subject is located in Lac Ste Anne County approximately 23 km's north of Onoway on a rural road. It is located in the Summer Village of Nakamun Park, consisting of similar sized recreational and rural properties. There are no adverse influences evident.

With the current state of the Canadian Economy, States of Emergency, volatility of real estate markets, principles of Supply and Demand, the rapidly changing cost and availability of credit, and various other market forces being impacted by the Co-Vid 19 Virus; Intended Users of this report are cautioned that the values stated in this appraisal assignment are as of the Effective Date only and in no way reflect issues of supply and demand, marketability, or values of the subject property at any subsequent time.

Site Comments

The subject is an interior lot, located on a residential road in a rural subdivision. The front portion of the parcel is cleared, with the remainder treed. The subject property backs onto a green space that leads directly to the lake. The appraiser observed a wet area towards the back of the property. According to the client, this is a marshy area. As the properties on either side of the subject lot are fully developed, the subject property sits lower, than the properties around it. This could cause drainage issues for future development. Site size, zoning, services, and landscaping are typical for this category of dwelling.

Comments on Sales Comparison

There were a lack of similar comparable sales in the immediate area of the subject. Therefore, it was necessary to use some comparables older than 90 days and comparables from the general market area which best reflect the market value of the subject.

Any site adjustments reflect the total site values which include the influence of location, size, terrain, site improvements and view. Comparables 1 and 2 are located on different lakes than the subject. Comparable 1 required downward adjustments for location and site. It backs onto a larger green space than the subject, in a community with superior amenities and is located on a larger lot than the subject. The location of Comparable 2 is similar to the subject, as according to the realtor, would require fill for development. An upward adjustment for site was required as the comparable is located on a smaller lot than the subject. Comparable 3 is located on the same lake as the subject, in the same summer village, on a similar sized lot. A downward adjustment was required for location as the comparable backs onto a larger green space than the subject and is located on higher ground than the subject.

The value indicated by the Sales Comparison Approach is within the range of the three adjusted sales.

The Sales Comparables were obtained from the Realtors Association of Edmonton's MLS system. The MLS listings have been included for further reference however the reader must be aware that information on listings is not always correct and the appraiser occasionally has to correct that information.

Condition of Appraisal Comments

According to the MLS records there are no known sales, listings, or offers to purchase on the subject within the past 36 months.

According to land titles, and the client, the subject property was acquired through municipal acquisition for tax reasons on 04/30/2019. The Summer Village has been undergoing the sale by tender process on the subject property and has several bids on the property.

Final Reconciliation

The final estimate of value is the appraiser's opinion that results from the application of the appraisal analysis and does not consider value in use which is peculiar to the perceptions of utility from use of the individual user as it represents the special value to the owner. Chattel items are not included in the final estimate of value.

The comparable sales used in this report had exposure times of 2 to 364 days. Although according to MLS statistics in the subject's market area, for the subject property type and price range, the average exposure time for the last quarter was 270 days. Based on the previous analysis, the appraiser has concluded a reasonable exposure time of 30 days to 239 days. However due to the recent state of the Canadian economy, States of emergency, the cost and availability of credit, employment uncertainty, and other market forces being impacted by the Co-Vid 19 Virus, it is reasonable to expect a much longer marketing time than what would be indicated by historical exposure times.

41

GENERAL COMMENTS

For the purpose of this appraisal report, the highest and best use is defined as that legally permitted use for which there is a demand, and is most likely to produce the greatest net return, tangible or intangible, to the subject property, while utilizing the property as a whole. The subject property is intended for single family residential use and it is the opinion of the appraiser that this activity constitutes the highest and best use.

The income approach to value was not considered as no properties similar to the subject, in the subject market area, were predominately leased at the time of sale. It is therefore, impossible to determine a legitimate rent multiplier figure necessary in calculating a valid income approach value.

The appraiser assumes that all information describing the insulation, and the water and sewer systems supplied by the owner of other sources, is correct. This information was not verified by the appraiser.

Cost Data

The cost approach calculations were based on current information published by the Marshall & Swift Company and were adjusted for geographical location, climatic conditions, seismic zones, and wind factors. Physical depreciation was calculated using the modified effective age/life method, utilizing the Marshall & Swift Depreciation Chart as a base. The accrued depreciation includes any applicable functional and external obsolescence. The land value was determined from an analysis of the most recent sales of similar but undeveloped land in the subject market area, and by the abstraction method utilizing the comparables incorporated in the sales comparison analysis.

Sales Comparison Data

The date of sale figures reflect the actual closing date of each comparable. The age figures reflect the effective age of each comparable. The age/condition adjustment has been combined and indicated as the condition adjustment. This adjustment reflects both the incurable and the curable physical depreciation and was calculated by a comparison of the effective age of the subject improvements to that of the respective comparable. The difference of the respective depreciation rates was then applied to the abstracted value of the improvements only. The gross living area adjustments reflect both size and room differences. These adjustments have been calculated by abstracting from the sales price of each comparable, the market value of all items which do not contribute to the actual Gross Living Area of the house itself. The residual was then divided by the size of the respective house to arrive at an average market value per square foot or meter. The values thus derived from each of the three comparables were correlated with the depreciated cost of the subject to arrive at the actual adjustment rate utilized.

SPECIAL LIMITATIONS

This APPRAISAL REPORT has been prepared for the sole and exclusive use and benefit of Delight Daman Mostajyk c/o Summer Village of Nakman Park (hereinafter referred to as the client). Any use of this report by anyone other than the client or for any purpose or function other than the original intent, invalidates the findings and voids all results and or conclusions.

All analysis, opinions, and conclusions were developed, and this appraisal report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice (USPAP) and the code of ethics of the Canadian National Association of Real Estate Appraisers.

It is assumed that the utilization of land and any improvements thereon, are within the boundaries of the property lines of the described property and that there is no encroachment or trespass, unless otherwise stated in the appraisal report.

It is assumed that the subject property is in full compliance with all applicable Federal, State/Provincial, and local environmental regulations and laws unless otherwise stated in the appraisal report.

It is assumed that all required licenses, consents, or any required legislative or administrative authority from any local, State/Provincial, Federal, or private entity or organization, have been acquired and or renewed for any use which the value opinion in the appraisal report is based.

It is assumed that any lease encumbrances pertaining to the subject property are legally binding contracts between the lessee and the lessor and that all information transmitted to the appraiser concerning these lease contracts is accurate and correct. Although this appraisal report may include information concerning the physical improvements being appraised, including their adequacy and or condition, it should be understood that this information is provided only for use as a general guide in the valuation of the subject property and is not to be construed as a complete or detailed physical report. The observed condition of the roof, exterior walls, foundation, interior walls, floors, heating system, plumbing, insulation, electrical system, and any other of the mechanical system or physical components of the improvements is based on a casual viewing only. **No detailed inspection was made.** The improvements were not checked for current building code violations unless otherwise noted in the appraisal report. If such an inspection is required, the client is advised to retain the services of an expert in this field.

SUBJECT PROPERTY PHOTO ADDENDUM

Borrower:	File No.: 2007112	
Property Address: 5054 5 Street	Case No.:	
City: SV of Nakamun Park	Prov.: AB	P.C.: T0E 1V0
Lender: Dwight Darren Moskalyk c/o Summer Village of Nakamun Park		



FRONT VIEW OF
SUBJECT PROPERTY

Appraised Date: July 22, 2020
Appraised Value: \$ 25,000



REAR VIEW OF
SUBJECT PROPERTY

43



STREET SCENE

PLOT MAP

Borrower:	File No.: 2007112	
Property Address: 5054 5 Street	Case No.:	
City: SV of Nakamun Park	Prov.: AB	P.C.: T0E 1V0
Lender: Dwight Darren Moskalyk c/o Summer Village of Nakamun Park		

7/30/2020

Spin2 Map Index



44

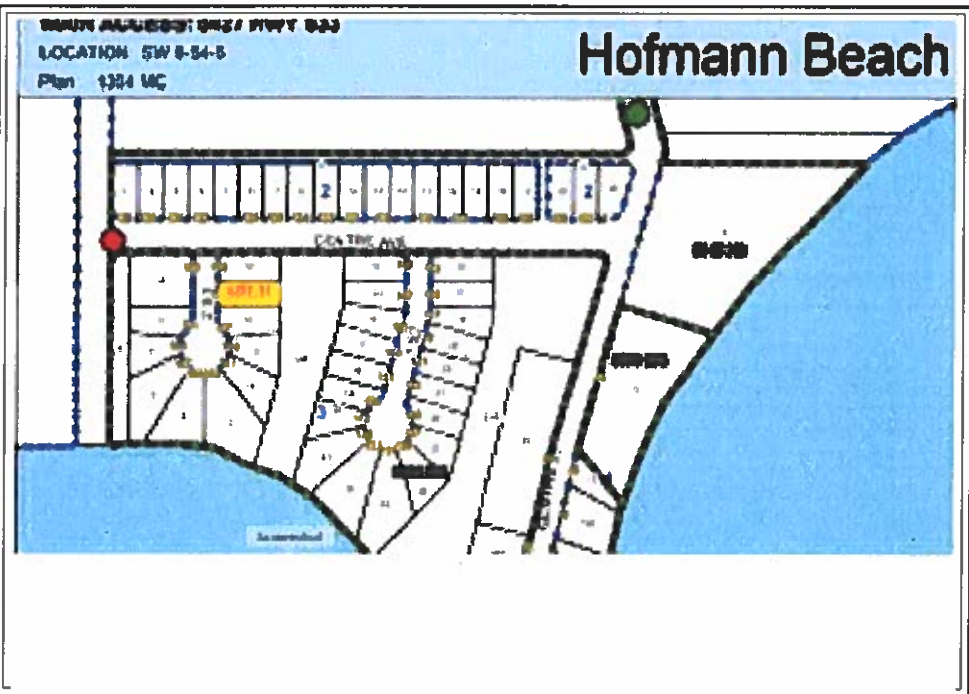
COMPARABLE PROPERTY PHOTO ADDENDUM

Borrower:	File No.: 2007112	
Property Address: 5054 5 Street	Case No.:	
City: SV of Nakamun Park	Prov.: AB	P.C.: TOE 1V0
Lender: Dwight Darren Moskalyk c/o Summer Village of Nakamun Park		



COMPARABLE SALE #1

3 Spruce Road
SV of Birch Cove
Sale Date: 06/22/2020
Sale Price: \$ 38,000



COMPARABLE SALE #2

155 5427 Highway 633
Hofmann Beach
Sale Date: 05/29/2020
Sale Price: \$ 17,000

45

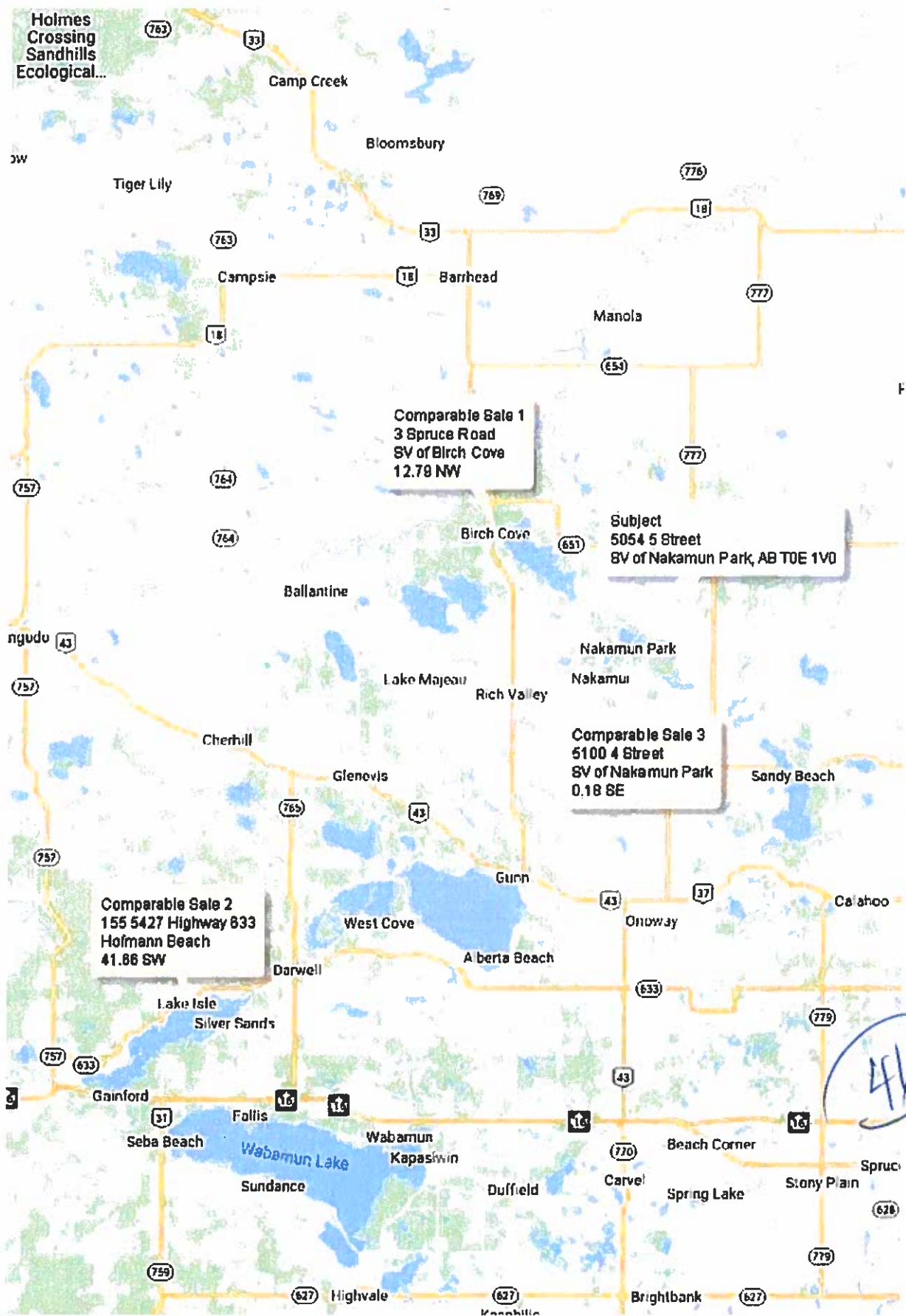


COMPARABLE SALE #3

5100 4 Street

LOCATION MAP

Borrower:	File No.: 2007112	
Property Address: 5054 5 Street	Case No.:	
City: SV of Nakamun Park	Prov.: AB	P.C.: T0E 1V0
Lender: Dwight Darren Moskalyk c/o Summer Village of Nakamun Park		



Comparable 1 Listing

Borrower: File No.: 2007112
 Property Address: 5054 5 Street Case No.:
 City: SV of Nakamun Park Prov.: AB P.C.: T0E 1V0
 Lender: Dwight Darren Moskalyk c/o Summer Village of Nakamun Park

RURAL West Meridian 5 Range 3 Township 57 Section 27 Quarter NW LP: \$36,900

3 Spruce Road T7N 1N4 Legal Plan: 7620429 Block: 2 Lot: 20 Total Acreage: 0.460
 Community: Birch Cove Status: SOLD
 Zone: Zone 72 Listing ID#: E4200840
 Nearest Town: Orrhead Area: Rural Loc Ste. Anne County
 Year Built: Property Class: Rural Land/Vacant Lot
 Style: Building Type:
 Road Access: Paved To Town:
 Linc #: 0014835616
 Directions: Hwy 16 West to Hwy 43. Turn North to Hwy 33. North to Birch Cove and turn Right. Follow to 3 Spruce Rd



Schedule a Showing

Lac La Nonne Lake. Large 0.46 Acre lot in the Private and Secure Summer Village of Birch Cove. Birch Cove subdivision features excellent community, security, good roads and excellent amenities including modern community playground, community cookhouse, Full Lake access, Private Boat Launch, Sandy Beach front and Top Quality Boat dock and fishing Pier for residents. This larger than normal property features sloping topography to back yard perfectly situating itself for a ground level entry with walk out basement access to back yard. Lot backs onto privacy creating large fully treed green space behind. Gas and power at property line. Excellent opportunity to own a hide away full of fresh air, relaxation and a lake life atmosphere that can't be beat.

	1Pc	2Pc	3Pc	4Pc	5Pc	6Pc	Dimensions	Lvl	Lvl	SqM	SqR	Other Rooms	
Full Bath:							Living Room:	Main:					
Ensuite Bath:							Dining Room:	UL:					
Bdrms Above:	0					Total Bdrms:	Kitchen:	LL:					
# Finished Lvl:							Family Room:	BG:					
Fireplace Y/N:							Den:	Total AG:					
Parking:							Master Bdrm:						
							Bedroom 2:						
							Bedroom 3:	Frntg X Depth:			X:		
							Bedroom 4:	Disclosure Report Y/N:					
							Bonus Room:	Conforms:					
Front Exposure:													
Flooring:							Basement:						
Foundation:							Basement Dev:						
Construction:							Exterior:						
Roof Type:													
Features:							Lot Dim Info:						
							Phone Desc:	NONE					
							Sewer/Septic:	None					
							Power:	None					
Goods Incl:							Goods Excl:						
Site Influence:	Backs Onto Park/Trees, Boating, Sloping Lot, Treed Lot, See Remarks							Heat Paid:	None				
							Heating						
							Heating Type:						
							Water Supply:	None					
							Water GPM:						
Out Building:												Depth of Well:	


47

Virtual Tour:	Ownership:	Private	SRR: N
Brochure:	Restrictions:	None Known	
Appt Phone #:	Appointment:		
Seller Name:	Tax Amount:	\$1,155.00	Tax Year: 2019
List Agent:	Jeff Parsons - Ph: 780-305-4328	Warranty:	
List Agent Email:	jparsons@outlook.com	List Agent Web:	
List Office:	Sunnyside Realty Ltd - Off#: 780-674-5998	List Office 2:	
List Agent 2:		Commission:	
Listing Date:	6/5/2020	Expiry Date:	

Title to Land:	Fee Simple	Occupancy:	Possession:	15	Negotiable	DOM: 17
Pending Date:		Sold Date:	Adjustmnt Date:	7/7/2020	Sold Price:	\$38,000
Buyer Office:	Schmid Realty Group Inc - Off#: 780-437-2030	Buyer Office 2:				

Comparable 2 Listing

Borrower: _____ File No.: 2007112
 Property Address: 5054 5 Street _____ Case No.: _____
 City: SV of Nakamun Park _____ Prov.: AB _____ P.C.: TOE 1V0
 Lender: Dwight Darren Moskalyk c/o Summer Village of Nakamun Park

RURAL	West Meridian 5	Range 5	Township 54	Section 8	Quarter SW	LP:	\$22,900
155 5427 Hwy 633	TOE OLD	Legal Plan: 1304MC	Block: 3	Lot: 11	Total Acreage: 0.140		
	Hofmann Beach Community:	Hofmann Beach	Status:	SOLD			
	Zone:	Zone 75	Listing ID#:	E419889			
	Nearest Town:	Darwell	Area:	Rural Loc Ste. Anne County			
	Year Built:		Property Class:	Rural Land/Vacant Lot			
	Style:		Building Type:				
	Road Access:	Gravel	To Town:				
	Line #:	0020592789					
	Directions:						

[Schedule a Showing](#)



Little piece of heaven available at Isle Lake. This lot is just waiting for development. Clear some trees, add some fill and you have a beautiful lake lot to enjoy for years to come. Very quiet area of the lake located on the North shores....

1Pc	2Pc	3Pc	4Pc	5Pc	6Pc	Dimensions	LVI	LVI	SqM	SqFt	Other Rooms
Full Bath:						Living Room:		Main:			
Ensuite Bath:						Dining Room:		UL:			
Bdrms Above: 0			Total Bdrms:			Kitchen:		LL:			
# Finished Lvl:						Family Room:		BG:			
Fireplace Y/N:						Den:		Total AG:			
Parking:						Master Bdrm:					
						Bedroom 2:		Frntg X Depth:		X:	
						Bedroom 3:		Disclosure Report Y/N:			
						Bedroom 4:		Conform:			
						Bonus Room:					
Front Exposure:								Basement:			
Flooring:								Basement Dev:			
Foundation:								Exterior:			
Construction:											
Roof Type:								Lot Dim Info:			
Features:								Phone Desc:	NONE		
								Sewer/Septic:	None		
								Power:	None		
								Goods Excl:			
Goods Incl:											
Site Influence:	Boating, Lake Access Property, Recreation Use							Heat Paid:	None		
								Heating:			
								Heating Type:			
								Water Supply:	None		
								Water GPM:			
Out Building:										Depth of Well:	

48

Virtual Tour:		Ownership:	Private	SRR:	N
Brochure:		Restrictions:	None Known		
Appt Phone #:	Appt Name:	Appointment:	Go Direct		
Seller Name:		Tax Amount:	\$661.63	Tax Year:	2019
List Agent:	Wayne W Heine - Ph: 780-991-5107	Warranty:			
List Agent Email:	wayneh@edmontonlakeproperty.com	List Agent Web:	http://www.edmontonlakeproperty.com		
List Office:	RE/MAX Real Estate - Off#: 780-488-4000				
List Agent 2:		List Office 2:			
Listing Date:	5/27/2020	Expiry Date:			
		Commission:			

Title to Land: Fee Simple Occupancy: Possession: 15 Neg. DON: 2
 Pending Date: Sold Date: 5/29/2020 Adjustmnt Date: 6/11/2020 Sold Price: \$17,000
 Buyer Office: MaxWell Polaris - Off: 780-450-6300 Buyer Office 2:

Comparable 3 Listing

Borrower: _____ File No.: 2007112
 Property Address: 5054 5 Street _____ Case No.: _____
 City: SV of Nakamun Park _____ Prov.: AB _____ P.C.: TOE 1V0
 Lender: Dwight Darren Moskalyk c/o Summer Village of Nakamun Park

RURAL West Meridian 5 Range 2 Township 56 Section 34 Quarter W LP: \$42,800

5100 4th street TOE 1V0 Legal Plan: 2302MC Block: 5 Lot: 20 Total Acreage: 0.230
 Community: Nakamun Park Status: SOLD
 Zone: Zone 73 Listing ID#: E4153713
 Nearest Town: Onoway Area: Rural Loc Ste. Anne County
 Year Built: _____ Property Class: Rural Land/Vacant Lot
 Style: _____ Building Type: _____
 Road Access: Gravel To Town: _____
 Linc #: 0019907963
 Directions: From Hwy 37 (Onoway Turnoff) Head North on Sec. Hwy 777 to Township road 562. Turn left (West) on 562 and follow to Range Road 23. Turn right (North) and follow to Nakamun Road. Turn right (East) and follow to #4 street. Turn



Schedule a Showing

Fantastic building site for your summer cottage or year round home in the Summer Village of Nakamun. The lot is fully treed and backing onto park reserve with lake access. It is located close to the private Summer village Boat launch. There is no thru road. Power and gas to the lot line. Great Lake and Great Community.

1Pc 2Pc 3Pc 4Pc 5Pc 6Pc	Dimensions	Lvl	Lvl	SqM	SqR	Other Rooms
Full Bath:	Living Room:	Main:				
Ensuite Bath:	Dining Room:	UL:				
Bdrms Above: 0	Kitchen:	LL:				
# Finished Lvl:	Family Room:	BG:				
Fireplace Y/N:	Den:	Total AG:				
Parking:	Master Bdrm:					
	Bedrooms 2:	Fmtg X Depth:				X:
	Bedroom 3:	Disclosure Report Y/N:				Conform:
	Bedroom 4:					
	Bonus Room:					
Front Exposure:						
Flooring:	Basement:					
Foundation:	Basement Dev:					
Construction:	Exterior:					
Roof Type:						
Features:	Lot Dim Info:					
	Phone Desc:	NONE				
	Sewer/Septic:	None				
	Power:	None				
Goods Incl:	Goods Excl:					
Site Influence:	Back Lane, Beach Access, Boating, Lake Access Property, Lake View	Heat Paid:	None			
		Heating				
		Heating Type:				
		Water Supply:	None			
		Water GPM:				
Out Building:						Depth of Well:

49

Virtual Tour:	Ownership:	Private	SRR: N
Brochure: http://quintarealty.com	Restrictions:	None Known	
Appt Phone #: _____ Appt Name: _____	Appointment:	Text Lister	
Seller Name:	Tax Amount:	\$0.00	Tax Year: 2018
List Agent: Kevin P Quintal - Ph: 587-982-8884	Warranty:		
List Agent Email: kevinquintal@yahoo.ca	List Agent Web:	http://www.quintarealty.com	
List Offices: RE/MAX Real Estate - Off#: 780-939-1111	List Office 2:	RE/MAX Real Estate - Off#: 780-939-1111	
List Agent 2: Wayne H Quintal - Ph: 780-441-1900	Commission:		
Listing Date: 4/25/2019 Expiry Date: _____			

Title to Land: Fee Simple Occupancy: _____ Possession: 30 Negotiable DOM: 364
 Pending Date: _____ Sold Date: 4/23/2020 Adjustmnt Date: 5/5/2020 Sold Price: \$35,000
 Buyer Office: Homes & Gardens Real Estate Limited - Off#: 780-436-1162 Buyer Office 2: _____



NOTICE OF SALE BY SEALED TENDER

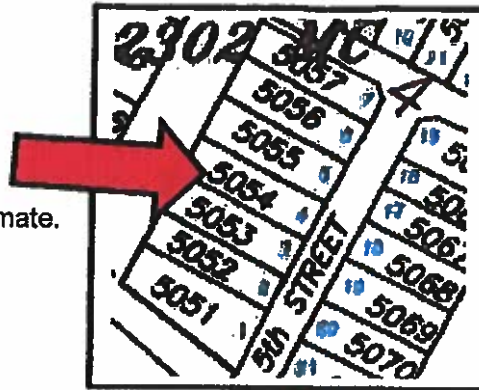
1 Residential Vacant Lot - Summer Village of Nakamun Park

1 June 2020

The Summer Village of Nakamun Park ("the Summer Village") is offering for sale, by sealed tender, the following lot:

1. 5054 5th Street – Lot 4, Block 4, Plan 2302MC (Tax Roll #5054)
 - Lot size is 10,050 square feet
 - Vacant Residential
 - 2019 Assessed Value: \$34,390.00
 - 2020 Taxes - \$921.55

Note: Lot size as set out above is approximate.



Mandatory Terms of Sale.

1. Applicable to all Lot sales:
 - a. The Completion Date (the date on which the Buyer must have paid the full purchase price, subject to normal adjustments such as property taxes, and on which the Summer Village will have transferred title to the Buyer) is to be 30 days after acceptance of the offer by the Summer Village.
 - b. This Lot is sold "as is, where is" and the Summer Village makes no representations or warranties concerning the property and its condition whatsoever. Without limiting the generality of that statement, the Summer Village makes no representation and gives no warranty as to the adequacy of services, soil conditions, land use districting, building or development conditions, absence or presence of environmental contamination or the presence of any hazardous substances, or the developability of the subject property for any intended use by a Buyer.
 - c. No personal property of any kind is included in the sale.
 - d. If the property is occupied by a tenant or other person(s) in possession, the obligation and expense of obtaining vacant possession shall be the Buyer's.
 - e. Goods and Services Tax (GST), if any, shall be the responsibility of the Buyer, and may be additional to the purchase price.
 - f. Acceptance of any successful tender by the Summer Village shall remain conditional on the Buyer entering into a binding written contract in a form satisfactory to the Summer Village's solicitor.

⑥

30



Making the Tender Submission.

1. Your tender submission must:
 - a. Specify the purchase price that you propose;
 - b. Include a deposit of 10% of the purchase price, to be in the form of certified cheque, bank draft or money order, with the balance due within 7 business days of acceptance of offer. (The deposit is refundable if the tender submission is not accepted by the Summer Village. The deposit is non-refundable if the tender submission is accepted by the Summer Village, unless the Summer Village fails to complete the sale on the terms of the tender offer);
 - c. Include some background as to what you intend to do with the property (for example: leave as is, demolish existing structure, demolish existing structure and build new structure, etc.);
 - d. Include the full name, address, telephone number, fax number (if applicable) and email address of the Buyer; and
 - e. Include any other proposed conditions or terms for the sale.

A Tender Submission Form may be obtained through the office to assist Buyers in providing these required details.

If you have any questions on this tender process, please contact Chief Administrative Officer Dwight Moskalyk at 780-967-0271, or by email at cao@svnakamun.com. If you have any questions with respect to the zoning, permitted uses or restrictions for future development of these Lots, please contact Development Officer Tony Sonneleitner at 780-718-5479.

Sealed Tenders will be accepted until July 8th, 2020 at 12:00 p.m. (Noon) MST. Sealed Tenders can be dropped off at the Summer Village office located at 4808-51st in Onoway, AB, or mailed to the Summer Village of Nakamun Park, P.O. Box 1250 Onoway, AB T0E 1V0. Tenders received after the deadline indicated above will not be accepted or reviewed.

The Summer Village reserves the right to accept or reject tenders for any reason in the municipality's sole discretion. Further, the Summer Village may choose not to accept any tender submitted.

51

7

TENDER OPENING CHECKLIST

OPENING DETAILS	
Date:	July 8, 2020
Opened by:	DWIGHT MOSKALYK, C.A.O.
Witness:	Deborah Giroux

AFFECTED LAND DETAILS	
Municipal Address:	5054 5 th Street (Roll #5054)
Legal Description:	LOT 4, BLOCK 4, PLAN 2302MC

APPLICANT(S) DETAILS	
Applicant Name:	2082810 AB Ltd
Additional Applicant Name(s):	DIRECTORS: Michelle Newman and, DARYL NEWMAN.

DETAILS OF TENDER SUBMISSION	
Bid Amount:	\$ 20,200.00
Deposit Amount Enclosed:	\$ 2,020.00
Method of Payment:	RBC BANK DRAFT 65292991 0-516

DECISION	
Unsuccessful Bidder	Successful Bidder
<input type="checkbox"/> Notified and Deposit Funds Returned	<input type="checkbox"/> Notified and Deposit Funds Processed
	<input type="checkbox"/> Instructions sent to Counsel for processing

SIGNATURE OF AUTHORIZED OFFICER OF THE MUNICIPALITY on _____, 20__.

(signature)

52
8

Tender Submission:

2082816 Ab Ltd



Purchase of:

5054 5th St Lot 4 Blk 4 Plan 2302 Mc Tk Roll: 505

Purchase Price:

Closing Date: August 7, 2020

\$ 20,200
D

Michelle Newman

Deposit:

\$ 2020
D

Daryl Newman

Background: Michelle + Daryl Newman are directors of the above holding company. We are also the owners at 5053 5th St SV Nakamun. Daryl grew up with a place in the SV and has lots of family still there. His Uncle Harry Kassian, and Karen Tomlinson, to mention a couple. It's a very special place that we enjoy sharing with our 2 kids, their cousins and extended family. Our plan for this lot is to slowly fill it inexpensively and eventually build a cabin there. The cabin we built next door needs (a) handrails inside to complete our final inspection with Superior and we are working on the drainage plan. Thank you for your consideration.

53



Summer Village of Nakamun Park Request For Decision - (RFD) 2020-37

Meeting:	Regular Council
Meeting Date:	August 19th, 2020
Originated By:	Dwight Moskalyk, Chief Administrative Officer
Title:	Lac Ste. Anne Seniors Foundation – Request for Support
Agenda Item	6(c) – Business
Number:	

BACKGROUND/PROPOSAL:

The Lac Ste. Anne Seniors Foundation is applying for a grant and is requesting letters of support from their municipal stakeholders to include as part of their application. Full details on the grant and the nature of the request are included in the attached July 29th, 2020 email forwarded from LSA Foundation administration (CAO Krysik) through SVLSACE rep Bernie Poulin for consideration.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The request is for a letter of support in favour of the application. It is typical that Council would be supportive of these types of applications -- particularly as there is no financial cost directly to the village.

COSTS/SOURCE OF FUNDING (if applicable)

N/A

RECOMMENDED ACTION:

- 1) That Council approves and authorizes execution of a letter of support to the Lac Ste. Anne Foundation for the purpose of including in the Foundation's Green Municipal Fund Sustainable Affordable Housing grant application.

Initials show support – Reviewed By:	CAO: <i>D. Moskalyk</i>
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54

Date Fri, 31 Jul, 20 8:24:26AM

From Joseph B Poulin
berniepoulin@icloud.com

To Dwight
ddm@kronprinzconsulting.ca
Wendy Wildman
cao@onoway.ca

Subject Fwd: Request for Municipal support

Dwight

Can you forward to all Summer Villages

Thanks

Bernie

Begin forwarded message:

From: Dena Krysik <dkrysik@lsaf.ca>

Subject: Request for Municipal support

Date: July 29, 2020 at 7:46:58 AM MDT

To: Bernie Poulin <bpoulin@xplornet.com>, "petersmyl@whitecourt.ca" <petersmyl@whitecourt.ca>, Town CAO <cao@mayerthorpe.ca>, aboffice <aboffice@albertabeach.com>, "cao@onoway.ca" <cao@onoway.ca>, Trista Court <tcourt@lsac.ca>, Ross Bohnet <rbohnet@lsac.ca>

Good morning,

Please accept this email as a formal request to the Mayor and Council for your municipality to provide a letter of support to the Lac Ste. Anne Foundation regarding our intent to submit an application to the Green Municipal Fund's (GMF) Sustainable Affordable Housing fund for the purpose of obtaining a Planning Grant.

Planning grants are designed to assist housing providers to initiate more sustainable affordable housing projects in their communities. The ultimate goal of this offer is to help providers successfully develop outputs that may support applications for additional sources of funding for further development of energy efficient affordable housing projects, such as SAH's study grant or CMHC's Seed Funding.

The Lac Ste. Anne Foundation Board of Directors feel an overall assessment of our current portfolio as well as a needs assessment to determine future development in all communities we support is critical at this time.

This grant is intended to support the initial planning phase of projects through a variety of activities and based on the needs of the Foundation. Activities supported by the planning grant include:

- o **Project initiation:** meetings, project scoping, work plan and timelines, background review, project visioning and goal setting;
- o **Needs assessment:** evaluating housing stock, resident support, preliminary review of building opportunities;
- o **Basic financial assessment:** review of current budget information, tasks and scope to assess magnitude of project costs and potential savings and funding sources;
- o Stakeholder engagement activities;
- o Support to identify qualified design consultants and contractors.

Thank you for your time and consideration to this request, if you have any questions, please feel free to contact me.

Dena Krysik
Chief Administrative Officer

Office: 780-786-3167 | Fax: 780-786-4810 | Cellular: 780-269-0084
4407 42A Avenue, Mayerthorpe, AB T0E 1N0

www.lsaf.ca

cid:image003.png@01D664F6.434D9A60

Dena Krysik
Chief Administrative Officer

Office: 780-786-3167 | Fax: 780-786-4810 | Cellular: 780-269-0084
4407 42A Avenue, Mayerthorpe, AB T0E 1N0

www.lsaf.ca



5/0



Summer Village of Nakamun Park Request For Decision - (RFD) 2020-38

Meeting:	Regular Council
Meeting Date:	August 19th, 2020
Originated By:	Dwight Moskalyk, Chief Administrative Officer
Title:	Lac Ste. Anne County Library Board – Request for Support
Agenda Item	6(d) – Business
Number:	

BACKGROUND/PROPOSAL:

The Lac Ste. Anne County Library Board is encouraging regional municipalities to engage with all local libraries (as they begin to reopen) and explore ways to support, financially or otherwise, the activities of these institutions and the services they provide. Chairperson Judy Kidd's July 10th, 2020 letter regarding same is attached for review.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The Summer Village of Nakamun Park has a dedicated commitment to local and regional library networks within the greater Lac Ste. Anne Region. In addition to the Yellowhead Regional Library per capital allocation in the annual budget (and our related commitment to sending a representative to those board meetings), the Summer Village has a sitting member on the local Onoway Public Library Board of Directors, and is in the second year of a three year financial support commitment (\$2000/year for three years).

At this time Administration does not recommend increasing the funding level, but definitely encourages Council to engage with other local libraries to see if the level of commitment needs to be maintained or altered (in magnitude or recipients) after 2021.

COSTS/SOURCE OF FUNDING (if applicable)

If council does wish to increase funding levels, depending on the nature of the support package, the funds would need to come out of the annual budget or reserves, or some mix thereof.

RECOMMENDED ACTION:

- 1) That Council accepted the July 10th, 2020 "Municipal Funding to Local Libraries" letter from Chairperson Judy Kidd for information.

Initials show support – Reviewed By:	CAO: D. Moskalyk
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57



Lac Ste. Anne County Library Board

July 10, 2020

Attention: Council
Summer Village of Nakamun Park
Box 1250
Onoway, AB T0E 1V0

RE: Municipal Funding to Local Libraries

The Lac Ste. Anne County Library Board (the Board) was established through bylaw of Lac Ste. Anne County (LSAC) and operates three service point libraries: Darwell Public Library, Rich Valley Public Library, and Sangudo Public Library. The Board recognizes that County residents also access libraries in our neighboring municipalities, thus provides funding to the Alberta Beach Municipal Library, the Mayerthorpe Public Library and the Onoway Public Library. All funding provided by the Board is provided on an equitable per capita basis, based on library service areas determined by the Board. The County's population figures are determined by the most current data available, which for 2020 is the 2016 census data.

Annual increases in funding to the Board from LSAC confirms the commitment of LSAC Council to supporting libraries in local communities, with per capita funding growing from \$8.28 per capita in 2008 to \$15.57 per capita in 2020.

In many rural communities, libraries are a hub for information, socialization, and connectiveness. Sadly, they also struggle financially to make ends meet. I write to you today to ask you to review what funding your municipality currently provides to your local library (or libraries) and to request any additional funding increases possible to support those facilities. I know that any funding provided will be used conscientiously to support the patrons of that library in the most effective means possible.

Please take the time to visit your local library, talk to the Library Manager, and see what you and your municipality can do to support the amazing work they do in your community. If we all work together to support this community resource, they not only will survive, but will thrive.

Sincerely,

Judy Kidd, Chairperson
Lac Ste. Anne County Library Board

JK/dk



Summer Village of Nakamun Park Request For Decision - (RFD) 2020-39

Meeting:	Regular Council
Meeting Date:	August 19th, 2020
Originated By:	Dwight Moskalyk, Chief Administrative Officer
Title:	2020 AUMA Convention
Agenda Item Number:	6(e) – Business

BACKGROUND/PROPOSAL:

The Summer Village of Nakamun Park is a member of the Alberta Urban Municipalities Association. This gives the municipality the opportunity to attend/participate in the annual conference and tradeshow. For 2020, with the impact of COVID requiring some rethinking of the normal conference set-up, the Conference is being promoted as virtual event with a reduced rate (and no tradeshow). Registration is now open for the virtual conference, with the possibility that if COVID Guidelines ease these charges could be credited towards a revised payment for live attendance of one representative from each member council/stakeholder group.

The virtual conference will run Wednesday September 23rd through Friday September 25th, 2020 and details are updated frequently on the AUMA website for additional information.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

If Council wants to participate in the 2020 AUMA conference they will need to approve same and we can get you registered in short order.

COSTS/SOURCE OF FUNDING (if applicable)

Costs are \$100/registrant for the convention, plus applicable council remuneration fees as per policy. If we are allowed to send a rep in person there would also be hotel and/or travel fees to consider, and possibly a higher registration fee.

RECOMMENDED ACTION:

- 1) That Council authorize the virtual participation of _____ (all or some of council) for the 2020 AUMA Convention on September 23rd through 25th, 2020 in hosted in Calgary, AB, with the condition that if we are subsequently allowed to send a representative to participate in person that representative shall be _____ (Mayor or Alternate).

Initials show support – Reviewed By:	CAO: D. Moskalyk
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59

Date	Fri, 17 Jul, 20 10:59:01AM
From	President President@auma.ca
Subject	2020 AUMA Convention registration open!

Good morning,

The 2020 AUMA Convention is coming, and this year's theme is *Together We Can!*

We are excited to announce that Peter Mansbridge will be our opening keynote speaker!

While this year's event might look a bit different, members across Alberta will continue to gather for the same great content, even if we all aren't under the same roof.

Our full convention is going to be offered virtually this year. However, if provincial restrictions for in-person events ease, we will allow each member to send one individual to attend in-person. If necessary, we will follow up with our members at the beginning of August to modify a virtual registration to an in-person registration.

Registration for convention is now open and grants access to:

- Dialogue sessions with provincial Ministers,
- Two exciting keynotes,
- Resolutions,
- Board elections,
- Award winning entertainment,
- Virtual networking events, and
- A week of education sessions leading up to the live event September 24th & 25th.

Registration will also provide urban elected officials the opportunity to vote on resolutions and Board elections. Elected officials must be registered as attendees to participate in voting.

We know that our members are currently facing financial restraint, so we have significantly lowered our typical registration fees for this year:

- **Member registration fee: \$100**
- **Non-member registration fee: \$200**

Stay tuned for more exciting speaker announcements in the coming weeks! If your municipality booked hotel rooms in an AUMA block, please visit our [event page](#) for cancellation details.

7/17/2020

INBOX | 2020 AUMA Convention registration open!

Thank you for your continued support of the AUMA Convention.

Barry Morishita | President
Mayor, City of Brooks

C: 403.363.9224 | president@auma.ca

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



Toll Free: 310-AUMA | www.auma.ca



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61

2020 AUMA Convention - *Together We Can!*

Join Alberta's elected officials, administrators, and business partners from the comfort of your home for the 2020 AUMA Convention, September 24th & 25th.

While our approach in changing, the content will be better than ever! This year's Convention will include:

- Dialogue sessions with provincial Ministers,
- Two exciting keynotes,
- Resolutions,
- Board elections,
- Award winning entertainment,
- Virtual networking events, and
- A week of education sessions leading up to the live virtual event

Wednesday, September 23:

Evening Welcome: 6:30 pm to 7:30 pm

Thursday, September 24:

Morning program: 9:00 am to 12:00

Afternoon program: 1:00pm to 4:30 pm

Evening event: 5:30 pm to 8:00 pm

Friday, September 24:

Morning only: 9:00 am to 12:30 pm

Please Note: Only Elected Officials representing regular member municipalities are permitted to vote during both elections and resolutions. A unique voting ID will be provided to each elected officials registered as a participant. Elected officials MUST be registered as an attendee to receive voting credentials.

Member registration fee: \$100

Non-member registration fee: \$200

Opening Keynote Speaker - Peter Mansbridge



PETER MANSBRIDGE is one of Canada's most respected and recognizable figures. For five decades, including his 29 years as the anchor of CBC's *The National*, he has guided us through the political, economic, and cultural events that have shaped the country. Through a unique lens of journalistic expertise, Mansbridge offers us guidance on how to cultivate trust, take pride in our heritage, and navigate leadership through times of upheaval.

Stay tuned for more speaker and entertainer announcements coming soon ...

DETAILS

WHEN

Thursday, September 24, 2020 - Friday, September 25, 2020

9:00 AM - 4:30 PM

Mountain Time

WHERE

Virtual Event

Alberta

Canada

780-431-4528

62

REGISTRAR
Maegan Sheskey

AUMA CONVENTION REFUND POLICY

2020 AUMA Convention Cancellation Policy

Any written cancellation received prior to 4:30 pm MST on Tuesday, September 15, 2020 is eligible for a refund, less a \$10 cancellation fee.

Written notice includes letter, fax or email. Emails can be sent to registration@auma.ca.

FOIP: The personal information on this form will be used for the purposes of managing the convention only. The information is protected by the provisions of the Alberta Freedom of Information and Protection of Privacy Act, unless otherwise consented to on the registrant information page.

63



Summer Village of Nakamun Park Request For Decision - (RFD) 2020-40

Meeting:	Regular Council
Meeting Date:	August 19th, 2020
Originated By:	Dwight Moskalyk, Chief Administrative Officer
Title:	2020 Summer Village Annual Information Meeting
Agenda Item Number:	6(f) – Business

BACKGROUND/PROPOSAL:

The Summer Village of Nakamun Park has set Saturday August 22nd, 2020 as the date for the Annual Information Meeting (AIM), following early seasons postponement due to COVID-19. While there has been a spike in case recently, and Council may wish to consider a further postponement (or Cancellation) of the meeting, for now we should just have a quick discussion on event planning.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Here for discussion.

The AIM notice was sent out on July 23rd, 2020 and advertised on the website. If Council wants to proceed, we should confirm some agenda and event set-up details. If Council wants to consider further postponing or canceling the event, we need to consider that as well.

If Council decides to cancel the event, we could discuss alternative communications to address some high-priority items for the community. I have a very rough working draft of a community survey that we have been working on internally, maybe this is the right time to finalize that and seek 2020 community feedback in that way? Or some other way?

COSTS/SOURCE OF FUNDING (if applicable)

N/A – The standard AIM is part of the 2020 Budget, the proposed cost of a tent rental/set-up, as discussed, can be absorbed in the 2020 annual budget. If you want to provide other notice or communications (by mail) there will be a cost to consider for that.

RECOMMENDED ACTION:

1) Here for discussion and direction as warranted.

Initials show support – Reviewed By:	CAO: D. Moskalyk
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64

Date Thu, 23 Jul, 20 8:18:34PM
From Jason Madge
jasonmadge2@gmail.com
Wendy Wildman
To cao@onoway.ca
Dwight Moskalyk
ddm@kronprinzconsulting.ca
Subject EMA update

Hello,

Highlights from today's meeting are as follows:

- The training deadline for DEM has been extended to January 1, 2021.
- Elected officials training is mandatory for all elected officials, not just reps on the emergency management advisory committee.
- AEMA is working on evolving their training platform. Tentatively they will start training again in September 2020, provided the pandemic doesn't worsen.
- Failure to be compliant with the provincial requirements will likely impact DRP funding should an incident occur and we submit an application for reimbursement.
- We have until March 31, 2021 to perform a table top exercise to be compliant and until 2024 to hold a full functional exercise.
- We are working to secure MOU's with the SSP Bible Camp and the Onoway Heritage Centre for the use of their facilities should we need to stand up an EOC or reception centre.
- We have set a date of Oct 6, 2020 0800-1630hrs for DEM training and a date of Oct 20,21,22 2020 0800-1630hrs for ICS300.

Kind Regards,
Jason Madge

65



587.892.7874 | aapg.ca



310.AUMA | auma.ca



780.955.3639 | RMAAlberta.com

July 17, 2020

Dear Mayors, Reeves, and CAOs:

We are writing to introduce ourselves as members of the newly appointed Alberta Police Advisory Board. This Board was established by the Minister of Justice and Solicitor General to give municipalities served under the Provincial Police Service Agreement a strong voice in setting RCMP policing priorities. We believe that the Board offers a tremendous opportunity to help ensure that policing in our communities reflects the local needs and concerns of our citizens.

As you may be aware, the Board is being implemented in two phases. In the first year, an Interim Board will develop the Board's structure and scope. On completion of the Interim Board's mandate, the work of the operational Alberta Police Advisory Board will begin for a four-year term.

As per the Board's Terms of Reference (attached), the Interim Board has been mandated to work with the Ministry of Justice and Solicitor General (JSG) and those municipalities served under the Provincial Police Service Agreement to:

- Develop the scope and terms of reference for the operational Board;
- Develop a recruitment and selection process for operational Board members;
- Develop governance documents for the operational Board, including at minimum, a Competency Matrix for Board member appointments and review, a Code of Conduct, and a Mandate and Roles Document;
- Provide input, advice, and recommendations to the government and RCMP "K" Division on the buildup of the provincial police service related to funds raised by the Police Funding Model; and
- Provide input into discussions respecting the provincial policing priorities for the 2021/22 fiscal year to facilitate engagement during transition to the operational Board.

As we are cognisant of the timing of the municipal elections, we have requested some changes to the timing of the transition to the permanent Board due to the likelihood that the permanent Board will have representation from municipal elected officials. We will advise the membership on the transition to the permanent Board when we have more details of what that process will entail.

The Board has held two meetings to date and will continue to meet approximately twice a month. We are currently developing a work plan for our deliverables, as well as an engagement strategy that will enable us to collect input from you and other community stakeholders and report back to you regularly on our progress.

66

If you have any questions or suggestions at this time please feel free to contact us at Board@ABPoliceAdvisoryBoard.com or call any of the members of the Board directly.

We look forward to engaging with you soon!

Sincerely,

Tanya Thorn	Board Chair	Councillor, Town of Okotoks
Kara Westerlund	Alternate Chair	Councillor, Brazeau County
Brian Brewin	Board Member	Councillor, Municipal District of Taber
Tom Burton	Board Member	Councillor, Municipal District of Greenview
Terry Coleman	Board Member	Board Chair, Alberta Association of Police Governance
Angela Duncan	Board Member	Deputy Mayor, Village of Alberta Beach
Bill Given	Board Member	Mayor, City of Grande Prairie
Trina Jones	Board Member	Councillor, Town of Legal
Kathy Rooyakkers	Board Member	Councillor, County of Wetaskiwin

cc: Al Kemmere, President, Rural Municipalities of Alberta
Barry Morishita, President, Alberta Urban Municipalities Association
Terry Coleman, Chair, Alberta Association of Police Governance

67

ALBERTA POLICE INTERIM ADVISORY BOARD

TERMS OF REFERENCE

BACKGROUND

The Minister heard that Albertans wanted more of a voice into the setting of provincial policing priorities. The Minister of Justice and Solicitor General (Minister) is establishing the Alberta Police Advisory Board (Board) in support of the provincial government and Minister's mandate and responsibilities respecting the provision of adequate and effective policing in Alberta and in support of the participation and input of Albertans.

The Board will be implemented in two phases:

1. Within the first year, an Interim Board will develop the structure and scope of the Advisory Board (Phase One).
2. On completion of the Interim Board's mandate, the work of the Advisory Board will then commence for a four-year term (Phase Two).

MANDATE / RESPONSIBILITIES

On behalf of all provincial police service (PPS) municipalities and Albertans, the Interim Board will collaborate with the Ministry of Justice and Solicitor General (JSG) and those PPS municipalities to:

- develop the scope and terms of reference for the operational Board;
- develop a recruitment and selection process for operational Board members;
- develop governance documents for the operational Board, including at minimum, a Competency Matrix for Board member appointments and review, a Code of Conduct, and a Mandate and Roles Document;
- provide input, advice and recommendations to the government and Royal Canadian Mounted Police (RCMP) "K" Division on the buildup of the provincial police service related to funds raised by the Police Funding Model; and
- provide input into discussions respecting the provincial policing priorities for the 2021/22 fiscal year to facilitate engagement during transition to the operational Board.

SCOPE

While the Interim Board will provide input to the buildup of the PPS and to the development of provincial policing priorities during Phase One, the interim Board will be primarily development-focussed to ensure the efficient and effective, structure, participation and contribution of an Advisory Board.

68

In relation to the development of provincial policing priorities during Phase One of the Board, the Interim Board will conduct the necessary consultation, research, and analysis of current and anticipated policing issues as well as the priorities of significance and importance to Albertans and Alberta municipalities to support their role. Priorities and issues identified by the Board might include, but are not limited to:

- Community Safety and Well-being;
- Crime Reduction and Prevention; and
- Cross Jurisdictional Crime.

The Interim Board may also make recommendations and provide advice to the Minister with respect to the JSG/RCMP joint business plan, annual performance plans and multi-year financial plan as appropriate during the interim year, and ensuring the input is reflective of all PPS municipalities.

MEMBERSHIP

The Interim Board is comprised of:

- Four representatives from the Executive or Board of the Rural Municipalities of Alberta (RMA);
- Four representative from the Executive or Board of the Alberta Urban Municipality Association members (AUMA); and
- One representative from the Executive of the Alberta Association of Police Governance (AAPG).

Non-voting members of the Interim Board include:

- Executive Director, Law Enforcement and Oversight Branch, JSG
- Director, Contract Policing and Policing Oversight, JSG
- Manager, Policing Oversight and Contract Policing, JSG
- One administrative representative from RMA
- One administrative representative from AUMA

Interim Board Representation

Interim Board voting members have been selected to ensure broad representation, perspectives and diversity from all PPS municipalities and, where possible, representation aligns with each of the four RCMP districts (i.e. Central Alberta District, Eastern Alberta District, Southern Alberta District, and Western Alberta District).

Voting members of the Interim Board represent the broadest possible municipal and public interests across the PPS municipalities. A preference has been given to those who are engaged in or knowledgeable in matters related to policing. Voting members are not currently employed in law enforcement and policing. The organizations have determined voting members of the Interim Board having regard to any personal, professional or business interests or relationships that could reasonably be considered to represent an actual or perceived conflict of interest in relation to Interim Board work.

Any concerns respecting the selection and representation of an Interim Board member or of an Interim Board member's failure to conduct member duties and responsibilities in a manner consistent with this Terms of Reference will be addressed in a timely manner as appropriate, up to and including, the replacement of the Interim Board member.

It is important that all Interim Board voting members attend the meetings to ensure continuity and to maximize the efficiency and productivity of the Interim Board.

Non-voting members of the Interim Board will be in attendance at Interim Board meetings in an advisory, observational, and support capacity to the work of the Interim Board and to share information.

Chair

An Interim Board Chair (Chair) will be elected by the Interim Board using voting procedures of this Terms of Reference. The Chair is responsible for the overall leadership of the Interim Board, management of Interim Board meetings, sharing of information, and communication of Interim Board matters with the JSG. The Chair will collaborate and consult with Interim Board members to establish Agendas, Work Plans, Records of Discussions and other materials, as required.

The Interim Board will also elect an Alternate Chair from the Interim Board to act as Chair if the Chair is unable to attend Interim Board meetings.

Secretary

An Interim Board Secretary will be elected by the Interim Board using voting procedures of this Terms of Reference. The Secretary will ensure that a record of meeting agendas, meeting attendees, and any recommendations made by the Interim Board are kept. Copies of these records will be provided to JSG, and the respective organization's Chairs, Presidents and Executive Directors.

RESPONSIBILITIES

Conduct

The members of the Interim Board must, at all times, observe the highest standards of integrity and objectivity in their duties. Interim Board members must declare any direct or indirect personal, professional or business interests or relationships which could reasonably be considered to represent an actual or perceived conflict of interest in relation to Interim Board work. If a conflict of interest declaration is made by a member, the Interim Board must decide, having regard to the nature of the relationship, if the member must withdraw from membership on the Board.

Duties

Members of the Interim Board are required to consult and liaise with the PPS municipalities (councils and local policing committees/advisory committees) in order to bring those perspectives to discussions by the Interim Board and to determine the most efficient and effective Advisory Board structure. Engagement and work conducted as an Interim Board will be conducted in a transparent manner with the organizations and JSG to enable accountability of the Interim Board.

The Interim Board will engage with the Minister, JSG, and the Commanding Officer of RCMP "K" Division as necessary and required to discuss matters related to the Interim Board's mandate, ongoing policing issues and concerns, to receive updates on the progress of policing initiatives, and to provide updates on the Interim Board's work.

Meetings

Meetings are expected to be held monthly, at minimum, either through face-to-face meetings or teleconference to ensure the Interim Board is prepared to transition to the Advisory Board by April 1, 2021.

Meeting agendas will be distributed at least one week in advance of each meeting by the Chair. Copies will be maintained as records.

Reporting

Municipalities

Within the context of the Terms of Reference Confidentiality provisions, the Interim Board:

- will report to their respective organizational members following any Interim Board decisions; and
- will keep their organizational members and municipalities (councils and local policing committees/advisory committees) apprised of government policing priorities and initiatives respecting policing priorities and Interim Board mandate matters.

Minister and JSG

The Interim Board is accountable to the Minister and is required to report in writing to the Assistant Deputy Minister, Public Security Division, as follows:

1. To provide a final, Interim Board approved, Terms of Reference for the Advisory Board by January 1, 2021;
2. To provide a report detailing the Interim Board's recommendations and advice on the buildup of PPS resources from Police Funding Model revenue by the end of Interim Board term;
3. To provide a report detailing the Interim Board's recommendations and advice on the JSG/RCMP "K" Division Multi-year Financial Plan by January 31, 2021; and
4. To provide a report detailing the Interim Board's recommendations and advice on provincial policing priorities by January 31, 2021.
5. To provide any other report or document as determined necessary and appropriate by the Minister, JSG, or in consultation with the Minister and JSG.

A record of meeting agendas, meeting attendees, and of any recommendations made by the Interim Board will be provided to JSG, and the respective organization's Chairs, Presidents and Executive Directors.

71

Quorum

Quorum is required to conduct a meeting and for any Interim Board business. Quorum must include the Chair or Alternate Chair. Quorum is set at a minimum of 60 per cent of Interim Board members.

Interim Board business does not include the operational work necessary for Interim Board members to consult with their respective organizations or municipalities.

Voting

Elections and votes taken respecting any Interim Board business requires a majority vote by those Interim Board members in attendance to pass.

EXPENSES

Expenses necessarily incurred in the performance of duties as a member of the Interim Board will be reimbursed in accordance with the rates set out in the Travel, Meal and Hospitality Expenses Directive (Treasury Board Directive 1/2015) as amended from time to time, or any directive made in substitution, as if they were employees of the Government of Alberta.

CONFIDENTIALITY

The members of the Interim Board must maintain as confidential any information brought before them in the conduct of their work. Any information and knowledge learned, acquired or shared with by the Interim Board from the Minister, JSG, the RCMP "K" Division, or the RCMP generally, as a result of membership on the Interim Board or in relation to Interim Board work and its mandate will not be further communicated, disseminated or shared beyond the Interim Board without express permission from the originator of the information.

Any information and knowledge shared by the Interim Board to its respective organization's Chairs, Presidents and Executive Directors will be governed by the same confidentiality provisions as noted the interim Board and its members.

Members of the Interim Board must sign a confidentiality agreement as a condition of their appointment and participation on the Interim Board.

RMA, AUMA, and AAPG Chairs, Presidents and Executive Directors must also sign a confidentiality agreement in respect of any information and knowledge learned or acquired from the Interim Board and Interim Board members.

VENDOR		VENDOR ID		DATE ISSUED	
SUMMER VILLAGE OF NAKAMUN PARK				03-Jul-2020	
DEPOSITED AT BANK:		DEPOSIT NO	DATE	AMOUNT	
BRANCH: 06520	ACCOUNT: F	0068741603	07-Jul-2020	\$204.00	
		TOTAL:		\$204.00	
PAYMTE D 00409 SUMMER VILLAGE OF NAKAMUN PARK PO BOX 1250 ONOWAY AB CAN T0E 1V0					

DEPOSIT NO: 0068741603		DEPOSIT DATE: 07-Jul-2020		
VOUCHER	DESCRIPTION/REASON FOR PAYMENT	INVOICE/CREDIT NOTE	AMOUNT	SUB-TOTAL
ET008147	FCSS JULY PAYMENT Total Payment From COMM & SOC SERV HEAD QUARTERS For Inquiries Call 825/468-4314	095261200FCSS070120	\$204.00	\$204.00
			DEPOSIT TOTAL	\$204.00

RECEIVED
JUL 14 2020

73

Town of Mayerthorpe

RECEIVED
JUL 15 2020

Report Title : NAKAMUN DAILY EVENTS
Report Range 6/1/2020 12:00 am to 6/30/2020 11:59 pm

Daily Event Log Report

Date: 2020/06/04

Group: TOWN OF MAYERTHORPE

Officer: DAWN, DWIGHT
Backup Officer:
Group: TOWN OF MAYERTHORPE
Event Start: 2020/06/04 0830 Event End: 2020/06/04 1000
Event: GENERAL PATROL
Location: NAKAMUN PARK
Specific Location: SUMMER VILLAGE
Notes: PATROLLED VILLAGE JUST CHECKING ON SECURITY OF HOMES, QUIET MORNING WITH A FEW PEOPLE OUT FOR WALKS

Total Group Events: 1 Total Time on Events: 0 Days 2 Hours 30 Minutes

Total Events By Date: 1

Date: 2020/06/11

Group: TOWN OF MAYERTHORPE

Officer: DAWN, DWIGHT
Backup Officer:
Group: TOWN OF MAYERTHORPE
Event Start: 2020/06/11 1300 Event End: 2020/06/11 1430
Event: GENERAL PATROL
Location: NAKAMUN PARK
Specific Location: SUMMER VILLAGE
Notes: PATROLLED THE VILLAGE ROADWAYS CHECKING ON SECURITY OF HOMES, DOGS SEEM TO BE MUCH QUIETER LATELY, DON'T HEAR OR SEE THEM.

TH

Total Group Events: 1 Total Time on Events: 0 Days 2 Hours 30 Minutes

Total Events By Date: 1

Date: 2020/06/18

Group: TOWN OF MAYERTHORPE

Officer: DAWN, DWIGHT

Backup Officer:

Group: TOWN OF MAYERTHORPE

Event Start: 2020/06/18 0900

Event End: 2020/06/18 1030

Event: GENERAL PATROL

Location: NAKAMUN PARK

Specific Location: SUMMER VILLAGE

Notes: PATROL THE VILLAGE, WATER IS RUNNING REALLY HIGH IN ALL THE LAKES THIS YEAR, GOOD THING BOAT LAUNCH WAS PROPERLY REBUILT. A FEW PEOPLE OUT DOING LAWN CARE, CHECKING SECURITY OF HOMES

Total Group Events: 1

Total Time on Events: 0 Days 2 Hours 30 Minutes

Total Events By Date: 1

Date: 2020/06/25

Group: TOWN OF MAYERTHORPE

Officer: DAWN, DWIGHT

Backup Officer:

Group: TOWN OF MAYERTHORPE

Event Start: 2020/06/25 0900

Event End: 2020/06/25 1030

Event: GENERAL PATROL

Location: NAKAMUN PARK

Specific Location: SUMMER VILLAGE

Notes: PATROLLED VILLAGE WITH RADAR ON WEST END OF VILLAGE, CHECKED ON SECURITY OF HOMES. SPOKE WITH A RESIDENT ABOUT THE VILLAGE, STILL GETTING TOLD AND I SEE THEM PARKED AT THE EDGE OF DRIVEWAYS, THAT GOLF CARTS ARE STILL GETTING DRIVEN AROUND, SOME WITH VERY YOUNG KIDS, THIS IS A CONCERN AND PARENTS NEED TO NOT ALLOW THIS, BECAUSE I STOPPED ONE WITH 5 KIDS ROUGHLY 12 YEARS OF AGE AND IT HAD 2 BOYS HANGING OFF EITHER SIDE WHILE THE GIRL SWERVED LEFT AND RIGHT GOING DOWN THE ROAD, I GAVE THEM A STERN LECTURE AND JUST SENT THEM BACK HOME. SOMEONE IS GOING TO GET HURT

Total Group Events: 1

Total Time on Events: 0 Days 2 Hours 30 Minutes

Total Events By Date: 1

Total Report Events: 4