

SUMMER VILLAGE OF NAKAMUN PARK

AGENDA

Wednesday May 19th, 2021 – at The Onoway Civic Centre 5:00 P.M.

1. Call to order:
2. Agenda: a) Wednesday May 19th, 2021 Regular Council Meeting
3. Minutes: (1-4) a) Wednesday April 21st, 2021 Regular Council Meeting
b)
4. Appointment: a) N/A
5. Bylaws/Policies: a) N/A
b)
6. Business (5) a) Annual Information Meeting 2021 – RFD 2021-23 is attached for consideration. The 2021 newsletter, and discussion from last meeting, settled on a tentative date of July 17th, 2021 for the AIM, pending COIVD restrictions.
(6-7) b) Grader Rehabilitation Project 2021 – RFD 2021-24 is attached for background. A major component on the grader is in need of repair and Administration is seeking direction of who the expense should be covered (capital grant or cash reserves).
(8-11) c) Greenbelt Cleaning Project 2021 – RFD 2021-25 is attached for reference. The project was generally authorized under the 2021 operating and capital budget and is further built in as a multiyear project under the 5 year capital plan. However, Administration just wants to clarify a few items before finalizing the tender package.
d) Other
e) Other
7. Financial a) April 2021 Expense and Income Statements (to be circulated during the meeting)
b)
8. Councillor Reports a) Mayor
b) Deputy Mayor
c) Councillor
9. Administration Reports a) CAO

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10. Information and Correspondence

(12-13)

- a) Town of Mayerthorpe – March 2021 CPO Reports

11. Closed Meeting

- a) N/A

12. Next Meeting Date

- a) Schedule the next regular council meeting for June 16th, 2021.

13. Adjournment

Upcoming Meetings:

June 5th, 2021 – SVLSACE Meeting (Location TBD)

June 16th, 2021 – Regular Council Meeting

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY APRIL 21st, 2021 AT 5:00 P.M. AT THE ONOWAY CIVIC CENTRE.

	PRESENT	<p>Mayor: Marge Hanssen Deputy Mayor: (Absent) Councillor: Harry Kassian</p> <p>Administration: Dwight Moskalyk, CAO</p> <p>Appointments: Mike Seniuk, Seniuk and Company (Auditor)</p> <p>Absent: Carleigh LeClair</p> <p>Public Works: n/a Public at Large: n/a</p>
1.	CALL TO ORDER	Mayor Hanssen called the meeting to order at 5:06 p.m.
2.	AGENDA 56 - 21	MOVED by Mayor Hanssen that the agenda for the April 21 st , 2021 regular council meeting be approved as presented. CARRIED.
3.	MINUTES 57 - 21	MOVED by Councillor Kassian that the minutes for the Wednesday March 17 th , 2021 regular council meeting be approved as presented. CARRIED.
4.	APPOINTMENT 5:15 p.m. – Mike Seniuk Joins Meeting 5:43 p.m. – Mike Seniuk Exits Meeting	<p>Mike Seniuk, Seniuk and Company, joined the meeting via teleconference at 5:15 p.m.</p> <p>Mike Seniuk, Seniuk and Company, exited the meeting at 5:43 p.m.</p>
5.	BYLAW	N/A
6.	BUSINESS 58 - 21 59 - 21	<p>MOVED by Mayor Hanssen that Council approve the 2020 Audited Financial Statements, as prepared by Seniuk and Company Chartered Accountants and presented by Mike Seniuk on April 21st, 2021, as presented. CARRIED.</p> <p>MOVED by Councillor Kassian that Council approve the 2021 Three Year Operating Plan and 2021 Five Year Capital Plan for the Summer Village of Nakamun Park, as presented on April 21st, 2021. CARRIED</p>



MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY APRIL 21st, 2021 AT 5:00 P.M. AT THE ONOWAY CIVIC CENTRE.

60 – 21	MOVED by Mayor Hanssen that Council approve the 2021 Operating and Capital Budget as discussed, specifically inclusive of the \$750.00 Minimum Amount Payable Option as presented during the meeting. CARRIED
61 – 21	MOVED by Councillor Kassian that Council gives first reading to Bylaw 2021-6, being a bylaw to levy a Special Fire Protection Area Tax for 2021, as presented. CARRIED
62 – 21	MOVED by Councillor Kassian that Council gives second reading to bylaw 2021-6, as presented. CARRIED
63 – 21	MOVED by Mayor Hanssen that Council gives unanimous consent for Bylaw 2021-6 to receive third and final reading. CARRIED UNANIMOUSLY
64 – 21	MOVED by Councillor Kassian that Council gives third and final reading and finally pass Bylaw 2021-6, as presented. CARRIED
65 – 21	MOVED by Mayor Hanssen that Council gives first reading to Bylaw 2021-7, being the general municipal tax rate bylaw for 2021, as presented. CARRIED
66 – 21	MOVED by Councillor Kassian that Council gives second reading to Bylaw 2021-7, as presented. CARRIED
67 - 21	MOVED by Mayor Hanssen that Council gives unanimous consent for Bylaw 2021-7 to receive third and final reading. CARRIED UNANIMOUSLY
68 – 21	MOVED by Councillor Kassian that Council gives third and final reading and finally pass Bylaw 2021-7, as presented. CARRIED
69 – 21	MOVED by Mayor Hanssen that Council Authorize the attendance of Council at the 2021 West Inter Lake District Regional Water Services Commission Annual Meeting, being held virtually on April 24 th , 2021 at 11:00 a.m., and that Council appoints Councillor Kassian as the registrant to this meeting for the purpose of acquiring the access link. CARRIED
70 -21	MOVED by Mayor Hanssen that Council offer a Letter of No Objection to the property owner of 5603 Nakamun Drive for their application to Alberta Environment and Parks to place a dock in the lake on lands adjacent to Lot R9, being a municipally owner lot, as discussed. CARRIED

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7.	FINANCIAL	N/A
8.	COUNCIL REPORTS 71 - 21	MOVED by Mayor Hanssen that Council accept the Council Reports for information, as presented. CARRIED.
9.	ADMINISTRATION /PUBLIC WORKS REPORTS 72 - 21	MOVED by Councillor Kassian that Council accept the Administration and Public Works reports for information, as presented. CARRIED.
10.	INFORMATION / CORRESPONDENCE 73 - 21	MOVED by Mayor Hanssen that the following information and correspondence items be accepted as information: a) Lac Ste. Anne Seniors Foundation – March 9th, 2021 letter advising of the 2021 Requisition (this forms part of the 2021 budget and tax rate bylaws). b) Government of Alberta, Municipal Affairs – March 23rd, 2021 letter regarding Senate Election and Referendum participation. c) Government of Alberta, Municipal Affairs – March 2nd, 2021 letter confirming the MAP Report response (Administration Response) for the Summer Village of Nakamun Park was received and accepted by the ministry. d) Town of Mayerthorpe – February 2021 CPO Reports. e) Government of Alberta, Municipal Affairs – March 19th, 2021 letter to Summer Village of Sunset Point confirming approval of the ACP Application for Regional Governance Study; Nakamun Park supported this application, so we are cc'ed to the approval letter. f) Government of Alberta, Land and Property Rights Tribunal Board – April 9th, 2021 email update and referenced fact sheet on the creation of the Land and Property Rights Tribunal Board (which amalgamates several other boards). CARRIED
11.	CLOSED MEETING	N/A

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY APRIL 21st, 2021 AT 5:00 P.M. AT THE ONOWAY CIVIC CENTRE.

12.	NEXT MEETING 74 - 21	MOVED by Mayor Hanssen that the next regularly scheduled meeting be held on Wednesday May 19 th , 2021 at 5:00 p.m. in the Town of Onoway Council Chambers. CARRIED.
13.	ADJOURNMENT	Mayor Hanssen declared the meeting adjourned at 6:33 p.m.

Mayor Marge Hanssen

Chief Administrative Officer Dwight Moskalyk

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Summer Village of Nakamun Park Request For Decision - (RFD) 2021-23

Meeting:	Regular Council
Meeting Date:	May 19th, 2021
Originated By:	Dwight Moskalyk, Chief Administrative Officer
Title:	Annual Information Meeting 2021
Agenda Item	6(a) – Business
Number:	

BACKGROUND/PROPOSAL:

The municipality has historically facilitated an Annual Information Meeting (AIM) in the early summer of each year. This is an opportunity for Council to engage directly with the residents ahead of the busy season, and to share updates and plans on important community business and initiatives. The AIM is usually held in July but was delayed until August in 2020 due to COVID-19 restrictions.

With the lingering impact of COVID-19, Council has recognized the need to approach the 2021 AIM with cautious optimism. Previous discussion had confirmed that Council did anticipate proceeding with a 2021 AIM, in July if possible. The newsletter and discussion from the April 21st, 2021 meeting reference a July 17th, 2021 tentative date for the AIM, with details on time, location and format to be circulated via the website closer to the date.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Assuming that July 17th, 2021 is still the preferred date for the AIM, there are some considerations that we need to formally address in the minutes:

- a) Set the date and time
- b) Set the location

Details for the format and agenda can be established later.

COSTS/SOURCE OF FUNDING (if applicable)

The cost of facilitating the Annual Information Meeting is incorporated in the annual budget.

RECOMMENDED ACTION:

- a) That Council establish the 2021 Annual Information Meeting for the Summer Village of Nakamun Park to be tentatively scheduled for July 17th, 2021 beginning at 10:00am at Ted MacDonald Park (R6), with confirmation issued via the website once final details are confirmed.

Initials show support – Reviewed By:	CAO: <i>D. Moskalyk</i>
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Summer Village of Nakamun Park Request For Decision - (RFD) 2021-24

Meeting:	Regular Council
Meeting Date:	May 19th, 2021
Originated By:	Dwight Moskalyk, Chief Administrative Officer
Title:	Grader Rehabilitation – Application to use Capital Grant Funds
Agenda Item Number:	6(b) – Business

BACKGROUND/PROPOSAL:

The municipality owns and maintains its own equipment, including a Grader. During the spring 2021 road preparation/grading, operators noted some minor mechanical issues. Diagnostics have traced the issue back to the turbo component.

Because the turbo is considered a major component of a core capital asset, it is possible to use grant funds to cost the rehabilitation costs. Because the issue was just recently reported the cost was not built into the 2021 operating and capital budget – and therefore consideration must be given to this item separately.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Operations estimates the cost of the turbo replacement, inclusive of labour, taxes, and ancillary material, to approximately \$5,000.00. For administrative purposes we are suggesting a budget of \$7,500 just in case other issues are noted during the repair, or material costs jump in the current market (we are noticing shortages in some component industries this spring).

Administration is recommending that Council authorize the municipality to make an application for a new capital project to cover the cost of the turbo rehabilitation. We recommend that this application is for \$7,500.00 and made through the MSI-Capital Grant stream. Recall that the 5 year capital plan does set aside \$170,000+ for equipment replacement, so there is money available for this.

Alternatively, this cost can be covered through municipal cash reserves. As of year end 2020, there is a total of \$196,000 in cash reserves of which \$57,000 is unrestricted, \$27,000 is earmarked for common services (public works) and \$27,500 is earmarked for equipment replacement/repair. Either of those three accounts could be reasonably accessed to fund the repair.

COSTS/SOURCE OF FUNDING (if applicable)

As noted above, the proposed budget of \$7,500 could be covered through capital grants or municipal reserves.

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RECOMMENDED ACTION:

- a) That Council authorize Administration to apply \$7,500 of MSI-Capital, or another applicable capital grant, towards the 2021 Grader – Significant Component (Turbo) Rehabilitation Project.

Initials show support – Reviewed By:	CAO: <i>D. Moskalyk</i>
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Summer Village of Nakamun Park Request For Decision - (RFD) 2021-25

Meeting:	Regular Council
Meeting Date:	May 19th, 2021
Originated By:	Dwight Moskalyk, Chief Administrative Officer
Title:	Greenbelt Cleaning Project 2021-25
Agenda Item Number:	6(c) – Business

BACKGROUND/PROPOSAL:

The referenced project was approved under the 2021 operating and capital budget, and it is also built into the 5-Year Capital Plan as a multiyear project spread over three years (although the final work schedule may be able to be completed earlier depending on contractor proposals/timing).

The project will focus on the east end of the village, specifically R7, R8, and R9. The work will be completed as a collaboration between contracted service providers (mulching) and village staff (for final clean-up, brush-trimming, etc.).

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Administration is preparing the tenders to be issued. In order to complete the packages, some additional clarification on Council's intent and/or what Council had envisioned for this project outcome (aesthetically) is required – so we just need to have a quick discussion on this.

Of particular note:

- a) Is the project to consist of both the Lake Front greenbelts (R7/R8/R9) or was the goal to also clean-up the corresponding south-side "streets?" (note the map attached)
- b) Was the goal to square the work sites right to the property line, as was done with the west end mulching projects, or was the intent to leave a buffer (say 10feet) off each property line where the trees would not be mulched, but the underbrush would be cleared right to the property line? (note attached site sketch for reference).

Administration would recommend that, budget permitting, the "streets" be cleared as well and we would also recommend that an approximately 10 foot buffer be retained off each property line.

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COSTS/SOURCE OF FUNDING (if applicable)

The project is approved under the 2021 budget, with expenses covered through capital grants.

RECOMMENDED ACTION:

- a) That Council confirm that, budget permitting, the Greenbelt Cleaning Project 2021 is to focus on R&,R8 and R9 and be inclusive of the corresponding south side streets, with the final plan to square the property vegetation in relation to the property line but retain a 10 foot buffer of trees on each site from the adjacent residential property.

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

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SE 34-56-2-W5M

Summer Village of NAKAMUN PARK

Image 1: Current Site Condition

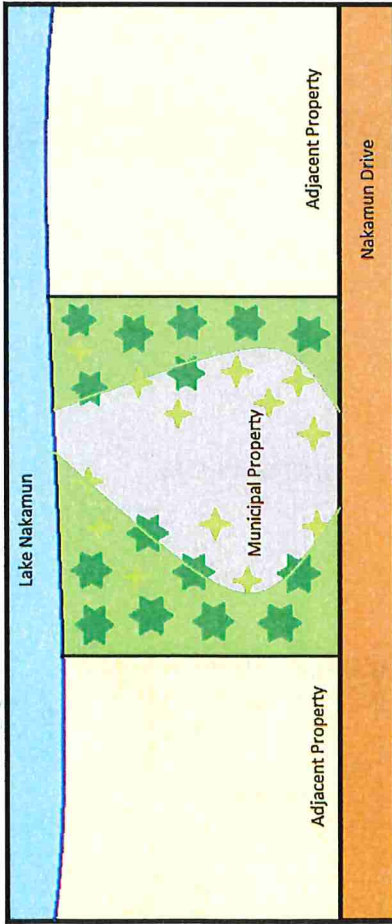


Image 2: MR Property Cleared With 10 foot Buffer to Adjacent Property Line

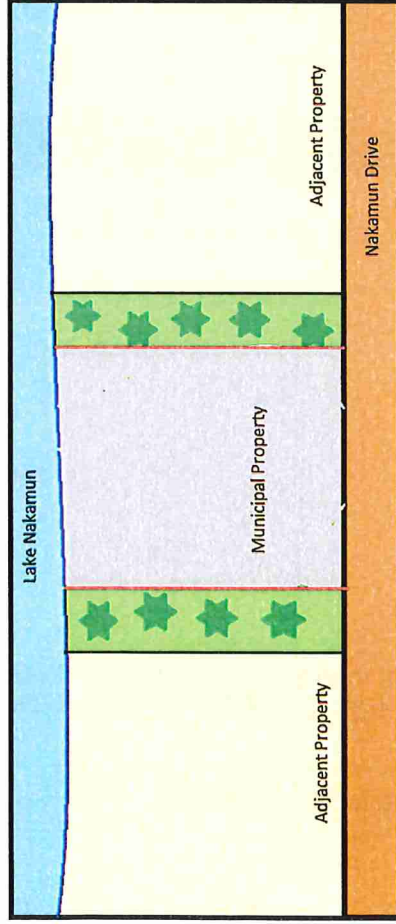
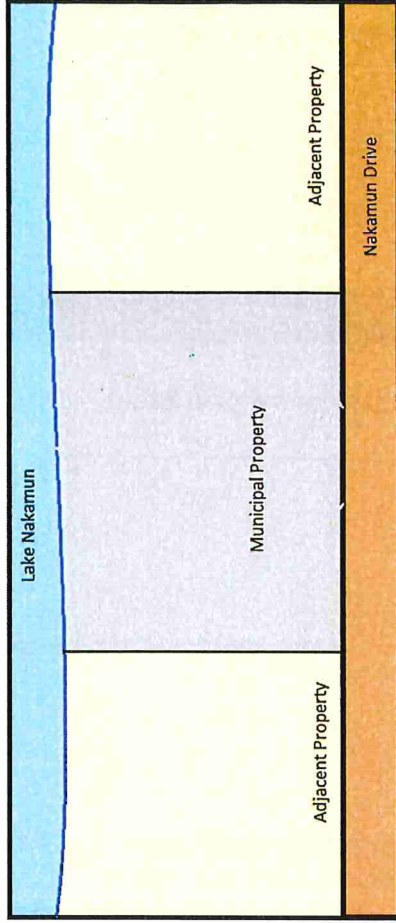


Image 3: MR Property Completely Cleared to Property Line



Attached to RFD 2021-25 Greenbelt Cleaning Project

For discussion purposes only. Provided to assist in establishing the desired level of retained vegetation, generally, on those municipal reserve properties included in the 2021 Greenbelt Cleaning Project.

Image 1 indicates the current (overgrown) appearance;

Image 2 indicates the proposed squaring-off of the vegetation to within ten feet of the property line. The buffer strip would then be trimmed with the brush mower to remove grass, weeds, shrubs, fire burden - but retain larger healthy trees;

Image 3 indicates an alternate proposal where the entire reserve lot is mulched - squared-off right to the property lines on either side.



Town of Mayerthorpe

Report Title : NAKAMUN DAILY EVENTS
Report Range 3/1/2021 12:00 am to 3/31/2021 11:59 pm

Daily Event Log Report

Date: 2021/03/03

Group: TOWN OF MAYERTHORPE

Officer: DAWN, DWIGHT

Backup Officer:

Group: TOWN OF MAYERTHORPE

Event Start: 2021/03/03 0845

Event End: 2021/03/03 1000

Event: GENERAL PATROL

Location: NAKAMUN PARK

Specific Location: SUMMER VILLAGE

Notes: PATROLLED ROADS CHECKING ON RESIDENCES FOR SECURITY, ALONG WITH RADAR ON MAIN ROAD BY THE SHOP, ONLY A COUPLE VEH'S OUT TODAY

RECEIVED
APR 15 2021

Total Group Events: 1 Total Time on Events: 0 Days 2 Hours 15 Minutes

Total Events By Date: 1

Date: 2021/03/19

Group: TOWN OF MAYERTHORPE

Officer: DAWN, DWIGHT

Backup Officer:

Group: TOWN OF MAYERTHORPE

Event Start: 2021/03/19 1000

Event End: 2021/03/19 1115

Event: GENERAL PATROL

Location: NAKAMUN PARK

Specific Location: SUMMER VILLAGE

Notes: PATROLLED SUMMER VILLAGE CHECKING SECURITY OF HOMES, WARM DAY OUT WITH A FEW PEOPLE DOING THINGS AROUND THE HOMES. BUT STILL QUIET TODAY. ONE VEHICLE DRIVING THROUGH

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Total Group Events: 1 Total Time on Events: 0 Days 2 Hours 15 Minutes

Total Events By Date: 1

Date: 2021/03/27

Group: TOWN OF MAYERTHORPE

Officer: DAWN, DWIGHT

Backup Officer:

Group: TOWN OF MAYERTHORPE

Event Start: 2021/03/27 1645

Event End: 2021/03/27 1800

Event: GENERAL PATROL

Location: NAKAMUN PARK

Specific Location: SUMMER VILLAGE

Notes: A FEW PWOPE ARE DEFINITELY OUT AND SPRING CLEANING THE COTTAGES BUT MAINLY EVERYONE ON THEIR PROPERTIES NOT OUT AND ABOUT, TRAFFIC WAS NIL TODAY, WEATHER WAS GETTING A LITTLE COOLER TOO

Total Group Events: 1 **Total Time on Events:** 0 Days 2 Hours 15 Minutes

Total Events By Date: 1

Total Report Events: 3

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