

SUMMER VILLAGE OF NAKAMUN PARK

AGENDA

Wednesday April 20th, 2022 – at The Onoway Civic Centre 2:00 P.M.

1. Call to order:
2. Agenda: a) Wednesday April 20th, 2022 Regular Council Meeting
3. Minutes: (1-3) a) Wednesday March 16th, 2022 Regular Council Meeting
b)
4. Appointment: a) 2:05 P.M. – Seniuk and Company, Presentation of Audited Financial Statements for 2021 (L. Marcato/M. Seniuk Jr.). The Statements will be circulated and reviewed during the meeting.
5. Bylaws/Policies: a) N/A
b)
6. Business:
 - a) Audited Financial Statements 2021 – further to the presentation during the earlier appointment, Council will need to give consideration of approving the Audited Financial Statements (as presented or with amendments). If significant questions arise during the discussion (which may require review/revisions to the Statements by the Auditor) we may need to defer this item and book a special meeting to approve the Statements. They must be approved before the end of April. *(approved the Audited Financial Statements as presented or as amended).*
 - (4-8) b) Bylaw 2022-1, Assessment Classification and Sub-Classes Bylaw – RFD-2022-10 is attached for consideration. *(give all required readings to approved bylaw 2022-1 and authorized execution)*
 - (9) c) Three-Year Operating and Five-Year Capital Plans (2022) – RFD-2022-11 is attached for consideration. The reports will be circulated during the meeting for consideration. *(approve the multi-year operating and capital plans as presented)*
 - (10-25) d) Operating and Capital Budget 2022 – RFD-2022-12 is attached for review. *(approved the 2022 operating and capital budgets as presented)*
 - (26-27) e) Bylaw 2022-2, Special Tax for Fire Protection Bylaw 2022 – RFD-2022-12 is attached for consideration. *(give all required readings to approved bylaw 2022-2 and authorize execution)*
 - (28-37) f) Bylaw 2022-3, Tax Rate Bylaw 2022 – RFD-2022-14 is attached for consideration. *(give all required readings to approve bylaw 2022-3 and authorize execution).*
 - g) Land Use Bylaw Review continued (time permitting) – As discussed at the previous meetings, Council would like to review the Land Use Bylaw. It was decided that we would add a few sections to each of the subsequent council meetings and work our

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way through the document in this fashion. At this meeting, we will continue plugging away at Bylaw 2007-3 (the Land Use Bylaw) – Council is almost complete Part IV and will recap any comments on Part IV, then move on to Part V if time allows (*here for discussion, working sheets to be circulated during the meeting, this item will remain on the agenda for future meetings but may not be acted on until after the budget deliberations are over in April.*)

- h) other
- i) Other
- 7. Financial a) Income and Expense Report – N/A
- 8. Councillor Reports
 - a) Mayor
 - b) Deputy Mayor
 - c) Councillor
- 9. Administration Reports
 - a) CAO
 - a. Development Reports
 - b. Public Works Labour, Staff
 - c. Items for Newsletter
 - d. RFPs
 - e. MSP Discussion
- 10. Information and Correspondence
 - (38-39) a) Town of Mayerthorpe – February 2022 CPO Reports
 - (40) b) WiMacTel Canada – March 22nd, 2022 notice of removal of the payphone at shop.
 - (41-48) c) Safety Codes Council – March 30th, 2022 notice the the annual internal audit review is complete and accepted for the municipality.
- 11. Closed Meeting
 - a) N/A
- 12. Next Meeting Date
 - a) Schedule the next regular council meeting for May 18th, 2022
- 13. Adjournment

SUMMER VILLAGE OF NAKAMUN PARK

AGENDA

Wednesday April 20th, 2022 – at The Onoway Civic Centre 2:00 P.M.

Upcoming Meetings:

May 18th, 2022 – Regular Council Meeting

June 15th, 2022 – Regular Council Meeting

June 25th, 2022 – SVLSACE (Might be Rescheduled)

July 20th, 2022 – 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 MARCH 16th, 2022 AT 5:00 P.M. AT THE ONOWAY CIVIC CENTRE.

	PRESENT	<p>Mayor: Marge Hanssen Deputy Mayor: Harry Kassian Councillor: Keith Pederson</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 5:01 p.m.
2.	AGENDA 25 - 22	<p>MOVED by Deputy Mayor Kassian that the agenda for the Wednesday March 16th, 2022 regular council meeting be approved as presented.</p> <p style="text-align: right;">CARRIED.</p>
3.	MINUTES 26 - 22	<p>MOVED by Deputy Mayor Kassian that the minutes for the Wednesday February 16th, 2022 regular council meeting be approved as presented.</p> <p style="text-align: right;">CARRIED.</p>
4.	APPOINTMENT	N/A
5.	BYLAW	N/A
6.	BUSINESS 27 - 22	<p>MOVED by Deputy Mayor Kassian that Council express their interest to participate in negotiations for the revival of the Municipal Services Package framework, AND THAT Council authorize the attendance of Deputy Mayor Kassian (as voting rep) and Councillor Pederson as an observer at the proposed April 2nd, 2022 Summer Villages of Lac Ste. Anne County East Special Meeting to initiate this process collectively through that organization.</p> <p style="text-align: right;">CARRIED.</p>
	28 - 22	<p>MOVED by Deputy Mayor Kassian that Council approves a multi-year renewal to the Onoway Public Library beginning in 2022 and lasting through 2024, as a potential three-year commitment, for \$2000.00 per year,</p>



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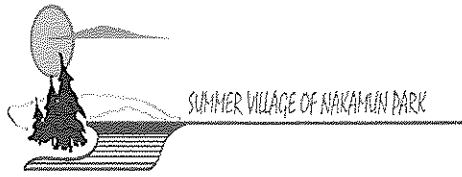
		<p>subject to the municipality remaining a member of the organizational and being provided a voting position on the Board of Directors for the duration of the term.</p> <p style="text-align: right;">CARRIED.</p>
	29 – 22	<p>MOVED by Deputy Mayor Kassian that Council establishes Saturday July 23rd, 2022 as the date for the 2022 Annual Information Meeting of the Summer Village of Nakamun Park..</p> <p style="text-align: right;">CARRIED.</p>
	30 – 22	<p>MOVED by Mayor Hanssen that Council accepts the discussion on Draft Budget 2022 and the 2022 Draft three-year operating and five-year capital plans as information, and authorize administration to make any revisions as discussed to be further reviewed at the next meeting.</p> <p style="text-align: right;">CARRIED.</p>
	31 – 22	<p>MOVED by Mayor Hanssen that Council defer the continuing discussion of the Land Use Bylaw revisions until the next Regular Meeting.</p> <p style="text-align: right;">CARRIED.</p>
7.	FINANCIAL	N/A
8.	COUNCIL REPORTS 32 - 22	<p>MOVED by Deputy Mayor Kassian that Council accept the Council Reports for information, as presented.</p> <p style="text-align: right;">CARRIED.</p>
9.	ADMINISTRATION /PUBLIC WORKS REPORTS 33 - 22	<p>MOVED by Councillor Pederson that Council accept the Administration and Public Works reports for information, as presented.</p> <p style="text-align: right;">CARRIED.</p>
10.	INFORMATION / CORRESPONDENCE 34 - 22	<p>MOVED by Councillor Pederson that the following information and correspondence items be accepted as information:</p> <ul style="list-style-type: none"> a) Gov't of Alberta, Municipal Affairs – Feb. 24th, 2022 letter updating Council on the highlights of Budget 2022. b) Town of Mayerthorpe – January 2022 CPO Reports. c) Lac Ste. Anne County, Development Department – Notice that a Subdivision Application in the area has been approved. Council previous review of this application and had no objections.

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		d) Gov't of Alberta, Environment and Parks – March 3 rd , 2022 letter updating stakeholders on changes within their organizational structure including various new directors and contacts in relevant ministry departments. CARRIED.
11.	CLOSED MEETING	N/A
12.	NEXT MEETING 35 - 22	MOVED by Mayor Hanssen that the next regularly scheduled meeting be held on Wednesday April 20 th , 2022 at 2:00 p.m. CARRIED.
13.	ADJOURNMENT	Mayor Hanssen declared the meeting adjourned at 7:38 p.m.

Mayor Marge Hanssen

Chief Administrative Officer Dwight Moskalyk



Summer Village of Nakamun Park Request For Decision - (RFD) 2022-10

Meeting:	Regular Council
Meeting Date:	April 20th, 2022
Originated By:	Dwight Moskalyk, Chief Administrative Officer
Title:	Bylaw 2022-1 – Assessment Classification and Assessment Sub-Classes Bylaw
Agenda Item Number:	6(b) – Business

BACKGROUND/PROPOSAL:

As part of the MAP compliance undertaken in 2020/2021, Administration drafted – and Council Approved – Bylaw 2021-2, being an Assessment Classification and Assessment Sub-Classes Bylaw. This bylaw was reviewed and received Municipal Affairs sign-off in 2021 prior to approval.

Since that time, our administration team has participated in other MAP reviews (with other communities) and this subject (Assessment Classification Bylaw) has come up often, due in part to an evolving interpretation of the MGA and ancillary regulations. Following these discussions, Wildwillow has worked with Municipal Affairs to revamp the bylaw to meet current legislation and legislative interpretation. We are now re-introducing this bylaw in our stakeholder communities to ensure full compliance of all members.

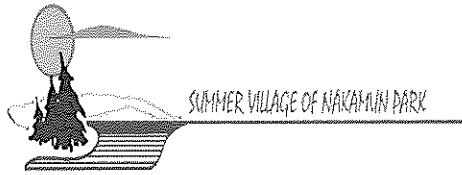
Bylaw 2022-1 is attached for consideration.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The principal change in Bylaw 2022-1 (compared to the approved current bylaw 2021-2) is the number of sub-classes offered as options under Section 3. The previous edition had listed four (4) Classes and twelve (12) sub-classes; this coordinated with the names used by the assessor but was not deemed completely consistent with the regulations established by Municipal Affairs. The proposed version (which has again been vetted by Municipal Affairs) has two (2) classes and five (5) sub-classes as specifically set out in regulation

The only other notable change is the addition of a repeal clause to allow for the repeal of the existing bylaw (which this one replaces if approved), and the update to bylaw numbers and dates.

One question Council may have is in regards to the inclusion of “Small Business Property” as a sub-class within “Non-Residential” Assessment; what is it, why do we need it? This classification is in the regulation, it doesn’t hurt to leave it in the bylaw to be consistent with the Act, and would allow a separate assessment (and taxation method) to be applied to small business properties should any be developed in the community. Currently we have no commercial lands or improvements so this is not an issue.



COSTS/SOURCE OF FUNDING (if applicable)

N/A

RECOMMENDED ACTION:

- a) That Council gives all required readings to, and passes, Bylaw 2022-1 as presented during the April 20th, 2022 council meeting.

Initials show support – Reviewed By:	CAO: <i>D. Moskalyk</i>
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**A BYLAW OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE
OF ALBERTA, FOR MATTERS RELATED TO CLASSIFICATION OF
ASSESSMENT AND ESTABLISHMENT OF ASSESSMENT SUB-CLASSES**

WHEREAS, PURSUANT TO Part 2 of the Municipal Government Act, being Chapter M-26 R.S.A 2000 and amendments thereto, Council may enact a Bylaw;

AND WHEREAS PURSUANT TO Part 9 of the Municipal Government Act, being Chapter M26 R.S.A 2000 and amendments thereto, which details the rights, duties and obligations of the municipality in appointing and authorizing an assessor and procuring property assessment for the purpose of taxation;

AND WHEREAS PURSUANT TO Section 297 pursuant to Section 297 of the Municipal Government Act, RSA 2000, c. M-26 and amendments thereto, a municipality may pass a bylaw setting the assessment sub-classes for residential and non-residential property authorizing the assessor to assign these sub-classes in preparing the assessment and supplementary assessment of property, and;

AND WHEREAS, the Council of the Summer Village of Nakamun Park deems it proper and expedient to pass such a Bylaw;

NOW THEREFORE the Council of the Summer Village of Nakamun Park, in the Province of Alberta, duly assembled, enacts as follows:

1. TITLE

1.1. This bylaw may be cited as "Assessment Classification and Sub-Classes Bylaw"

2. DEFINITIONS

2.1 "**Act**" means the Municipal Government Act, RSA 2000, c/ M-26 and amendments thereto,

2.2 "**Assessed Property**" means assessed property as defined in Section 284 of the Act,

2.3 "**Assessment Roll**" means assessment roll as defined in Section 303 of the Act,

2.4 "**Non-Residential Assessment Class Property**" means non-residential property as defined in Section 297(4)(b),

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2.5 **"Residential Assessment Class Property"** means residential property as defined in Section 297(4)(c),

2.6 **"Supplementary Assessment"** means an assessment made pursuant to Section 314 of the Act,

2.7 **"Supplementary Assessment Roll"** means a supplementary assessment roll as defined by Section 315 of the Act,

2.8 **"Vacant"** means a parcel of land districted in the municipal Land Use Bylaw, as amended, for development.

3. **CLASSIFICATION OF ASSESSMENT AND ESTABLISHMENT OF SUB-CLASSES**

3.1 For the purpose of the Assessment Roll, prepared annually for taxation, all Assessment Class Property within the Summer Village of Nakamun Park is hereby divided into the following assessment sub-classes:

a) Class 1 – Residential:

- a. Sub-Class – Residential Improved
- b. Sub-Class – Residential Vacant

b) Class 2 – Non-Residential:

- a. Sub-Class – Vacant Non-Residential Property
- b. Sub-Class – Small Business Property
- c. Sub-Class – Other Non-Residential Property

3.2 That the Municipal Assessor is hereby authorized to compile assessments and present the annual assessment tax roll for the Summer Village of Nakamun Park with the prescribed assessment classifications established in this Bylaw.

4. **REPEAL OF EXISTING BYLAW**

This Bylaw, upon its coming into full force, shall repeal the prior edition of this enactment, specifically Bylaw 2021-2 being the Assessment Classification and Sub0Classes Bylaw passed in 2021.

5. **COMING INTO FORCE**

This Bylaw, Bylaw 2022-1, shall become effective when it has received third and final reading and has been signed by the Mayor and Chief Administrative Officer.

READ a first time this 20th day of April 2022.

READ a second time this 20th day of April 2022.

UNANIMOUS CONSENT to proceed to third reading 20th day of April 2022.

READ a third and final time this 20th day of April 2022.

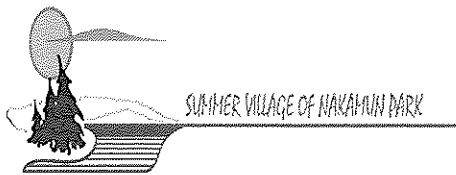
SIGNED this 20th day of April 2022.

Mayor, Marge Hanssen

C.A.O., Dwight Moskalyk

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Summer Village of Nakamun Park Request For Decision - (RFD) 2022-11

Meeting:	Regular Council
Meeting Date:	April 20th, 2022
Originated By:	Dwight Moskalyk, Chief Administrative Officer
Title:	Three Year Operating and Five Year Capital Plans (2022)
Agenda Item Number:	6(c) – Business

BACKGROUND/PROPOSAL:

A requirement under the Act, the review and approval of a three year operating and five year capital plan are part of the municipalities annual budget deliberations process. Administration has prepared the reports, inclusive of any significant known, expected and likely budget adjustments in our working file. We have also reviewed this document (previous edition) with Council during prior meetings and incorporated Council comments as discussed.

The Reports will be circulated during the meeting for review, and approval. The current years columns are used to populate the 2022 Annual Operating and Capital Budget, which in turn is used to create the tax rate bylaws.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

While much of the report will look familiar to Council, we have completed the incorporation of a comparison chart to make assessing the year-to-year impact (in operating costs, which is an indicator of taxes collected and changes thereto) a bit easier.

As discussed 2022 is going to be at the peak of a tough stretch for municipal budgets. We have held most of the departments to near-zero inflation in order to absorb three unavoidable adjustment costs (Admin Cost Agreement, Utility Costs and Police Funding Requisition (Gov't of Alberta). Overall the net adjustment for 2022 is estimated at about a 5.91% increase in taxes, including a one time fee for admin contract accounting for about 70% of that increase. In 2023 the project decreases slightly but is held up by a new round Policing Requisition Costs (5.54% increase), and then we adjust down for 2024 and 2025 to more typical ranges (2-3% increases)

On the capital side we are projecting about 192,000 in capital project for the upcoming period, as shown on the report. These are covered by Grant funds. With the anticipated future allocations for the reference period now updated, we can note that by the beginning of 2027 we will have about \$205,000 in grant funds in our open account (which we earmark for equipment replacement (grader replacement, mowers, harvester, etc.) in the report) – so still in a very solid position here going forward.

COSTS/SOURCE OF FUNDING (if applicable)

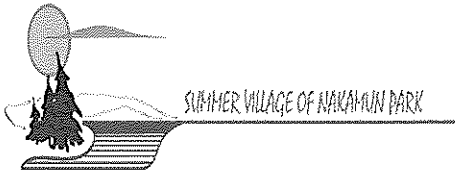
N/A

RECOMMENDED ACTION:

- a) That Council approved the 2022-2025 Three Year Operating Plan and 2022-2027 Five Year Capital Plan as presented.

Initials show support – Reviewed By:	CAO: D. Moskalyk
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Summer Village of Nakamun Park Request For Decision - (RFD) 2022-11

Meeting:	Regular Council
Meeting Date:	April 20th, 2022
Originated By:	Dwight Moskalyk, Chief Administrative Officer
Title:	Three Year Operating and Five Year Capital Plans (2022)
Agenda Item Number:	6(c) – Business

BACKGROUND/PROPOSAL:

A requirement under the Act, the review and approval of a three year operating and five year capital plan are part of the municipalities annual budget deliberations process. Administration has prepared the reports, inclusive of any significant known, expected and likely budget adjustments in our working file. We have also reviewed this document (previous edition) with Council during prior meetings and incorporated Council comments as discussed.

The Reports will be circulated during the meeting for review, and approval. The current years columns are used to populate the 2022 Annual Operating and Capital Budget, which in turn is used to create the tax rate bylaws.

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As discussed 2022 is going to be at the peak of a tough stretch for municipal budgets. We have held most of the departments to near-zero inflation in order to absorb three unavoidable adjustment costs (Admin Cost Agreement, Utility Costs and Police Funding Requisition (Gov't of Alberta). Overall the net adjustment for 2022 is estimated at about a 5.91% increase in taxes, including a one time fee for admin contract accounting for about 70% of that increase. In 2023 the project decreases slightly but is held up by a new round Policing Requisition Costs (5.54% increase), and then we adjust down for 2024 and 2025 to more typical ranges (2-3% increases)

On the capital side we are projecting about 192,000 in capital project for the upcoming period, as shown on the report. These are covered by Grant funds. With the anticipated future allocations for the reference period now updated, we can note that by the beginning of 2027 we will have about \$205,000 in grant funds in our open account (which we earmark for equipment replacement (grader replacement, mowers, harvester, etc.) in the report) – so still in a very solid position here going forward.

COSTS/SOURCE OF FUNDING (if applicable)

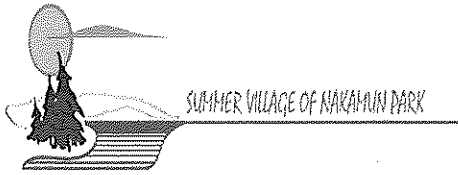
N/A

RECOMMENDED ACTION:

- a) That Council approved the 2022-2025 Three Year Operating Plan and 2022-2027 Five Year Capital Plan as presented.

Initials show support – Reviewed By:	CAO: D. Moskalyk
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**Summer Village of Nakamin Park
Request For Decision - (RFD) 2022-12**

Meeting:	Regular Council
Meeting Date:	April 20th, 2022
Originated By:	Dwight Moskalyk, Chief Administrative Officer
Title:	Operating and Capital Budget 2022
Agenda Item Number:	6(d) – Business

BACKGROUND/PROPOSAL:

Assuming the discussion on the multi-year Operating and Capital Plans results in the approval of same, as presented, Council will then be able to finally consider the currently year full operating and capital budget. Following discussion Administration is asking for approval of the 2022 Operating and Capital Budget as presented so that the tax rate bylaws can also be considered during the meeting.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

By this point we will have had a thorough discussion on the expenses side of the operating budget, and a comprehensive account of the proposed capital projects and revenues. The only significant outstanding discussion is in terms of incomes to cover the operating budget (taxes, grants, fees, etc.) and some consideration on different Minimum Amount Payable levels, as we do each year.

A comprehensive report (Budget Memo 2022) is attached for additional detail.

COSTS/SOURCE OF FUNDING (if applicable)

N/A

RECOMMENDED ACTION:

- a) That Council approved the 2022 Operating and Capital as presented, with the _____ Minimum Amount Payable option.

Initials show support – Reviewed By:	CAO: <i>D. Moskalyk</i>
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Summer Village of Nakamun Park

Memo: 2022 Budget Highlights and Scenarios Report

Prepared by Dwight Moskalyk, CAO

Presented to Council during the April 20th, 2022 Regular Meeting

This memo has been prepared to assist with Council’s review of the operating and capital budget for 2022, as well as facilitate some discussion on possible and preferred tax rate policy for the current year. The memo will also discuss other relevant trends including changes to assessment and projected changes to key mill rates. The memo includes a discussion on the impact of increasing the Minimum Amount Payable from \$750 to \$775 or \$800 as part of Council’s perennial review of this rate.

Noting Operating Budget Expenses:

The total magnitude of the operating budget expenses side remains similar to the last round of changes made following the March 2021 council meeting, when Council last reviewed the budget. Administration has refined some of the earlier estimates as be the previous discussion, and as the latest information on requisitions and estimates have come in.

Total operating expenses for 2022 are recorded at \$279,643.00, however when adjusted for the onetime projects of WILD Debentures (covered by grants) and the LUB (covered through reserves) – this leaves expenses of \$237,765 as a “core” operating budget (was \$222,169 in 2021).

We can further refine this figure to assess just those budget items that have an impact on tax rates (i.e. remove expenses covered by other “core” administrative revenue, like FCSS, fees) Having done this, we note a 2022 figure of \$232,811 (up from 219,775 – or 5.93% - from 2021). As noted earlier, we knew 2022 was gong to be a tough budget year; the additional \$13,037 in core expenses are almost entirely contained within the final agreed to adjustment to the Admin Contract (recall that was phased in over two years, but will not increase at same level going forward), the new round of Provincial Police Requisitions and the adjustments for higher fuel and utility costs (general inflation) and public works wages.

Noting Capital Budget Expenses:

Based on the 2022-2027 Capital Expenditure Plan, Administration has included several capital projects for the 2022 Capital Budget. In total, \$167,238 in available grant funding is being proposed for starting, or finishing, the following projects:

New Shop/Shop Improvements	- \$25,000
Equipment Purchases (New)	- \$24,525
Dust Control	- \$ 7,713
Drainage/Mulching	- \$40,000
Existing Shop Revamp	- \$40,000
Road Projects	- \$30,000

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As noted earlier, WILD Phase III and IV are expected in 2022 and we have also arranged to cover them out of existing capital grant funds. This is a further \$24,878.00.

As always, if these items – or others - do arise mid-year we can address with simple council motion – and as they are all grant-funded they have no direct impact on setting tax rates for the summer village.

Noting Special Projects:

A few special projects worth noting are:

Onoway Public Library – Council has renewed (earlier by motion) a further three-year commitment of \$2000/year. As we have reported significant annual surpluses over the past several years, I have built this contribution into our plans to be covered by reserves each year going forward, so there is no impact to the taxes for this project.

The Land Use Bylaw Project – A revision is required under the MAP review, as noted earlier with Council. A typical full review of a Summer Village LUB is between \$25,000 and \$30,000 – however we will try and cover the bulk of the legwork internally with admin staff and reduce the costs significantly to \$15,000. We are making good project on this project, it will be completed in 2022 and we will cover the cost of this “once-in-a-lifetime” project through reserves (again no impact on taxes).

Noting Assessment Values:

Assessment is a critical part of the equation as Administration works through the budget and tax rate bylaws. Total village assessment in 2021 is \$37,036,690 including \$1,769,630 in tax exempt properties. There are 152 improved residential properties with a total assessment of \$34,189,880. There are also 21 vacant residential properties with a total assessment of \$1,077,180. The balance of assessment is on 2 linear properties in the village (\$139,980).

Overall, assessment increased in the village by 4.3% for 2022. Assessment for Residential Improved properties increased 4.5% over 2021. Residential Vacant property assessment adjusted down by 1.3%. Municipally owned properties increased overall by about 4.35%, including 5.0% increases on the “new shop lots.”

Noting Municipal Taxes Collected:

Of the projected \$466,881.00 in municipal operating spending for 2022, after we adjust for those projects funded by reserves or external sources, the municipality needs to collect \$223,346 in taxes to balance the budget. We can take a further \$18,776 off this amount, as it is collected through the special levy for fire services and has no impact on the mill-rate. This leaves a total of \$204,570 to be collected through the mill-rate, up from ~\$190,555 in 2021.

Noting Options on Minimum Amount Payable:

The Summer Village of Nakamun Park has used a Minimum Amount Payable (MAP) on all taxable properties for several years. The rate was \$675 in 2018, \$700 in 2019, \$725 in 2020, and \$750 in 2021.

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Council has traditionally taken the opportunity to review their MAP policy in conjunction with the budget deliberations. The MAP is there for a purpose – to cover the basic level of service available to all properties – and given that most of the 2022 budget increases are tied to services available to all properties regardless of property assessment classification – there may be merit in adjusting the MAP rate further to promote fair distribution of those costs.

Note:

- Option A (MAP stays at \$750) – in this case we expect there to be an R-Improved Mill Rate of 5.0211136 and resulting in an average R-Improved tax bill (municipal) of \$1,218.26 (\$750 – \$3,173.80).
- Option B (MAP increased to \$775) – in this case we expect there to be an R-Improved Mill Rate of 4.962757152 and a resulting average R-Improved tax bill (municipal) of \$1,214.97 (\$775 – \$3,136.91).
- Option C (MAP increased to \$800) – in this case we expect there to be an R-Improved Mill Rate of 4.908747317 and resulting in an average R-Improved tax bill (municipal) of \$1,213.20 (\$800 - \$3,102.77).

Ultimately, the discussion on MAP rates is not about how much is being paid in taxes, but rather who is carrying what portion of the tax burden.

Summary:

Administration is confident that the budgeted expenditures will meet the requirements of the municipality for 2022. Having review the budgets and multi-year operating and capital plans with Council, we are recommending approval of the budget and plans as presented, with the caveat being Council’s preference on a Minimum Amount Payable.

Administration is recommending that Council increases the MAP to \$800 for 2022 and approve the corresponding budget and tax rate bylaws.

For completeness, the following is a key summary of the impact on a Residential-Improved and Residential-Vacant Sub-Set under the three listed MAP Scenarios:

With MAP of 750:

R-I Mill (Muni)	5.021	R-V Mill (Muni)	6.500
R-I Mill (School)	2.454	R-V Mill (School)	2.454
R-I Mill (Seniors)	0.206	R-V Mill (Seniors)	0.206
R-I Mill (Total, 2022)	7.681	R-V Mill (Total, 2022)	9.160
R-I Mill (Total, 2021)	7.558	R-V Mill (Total, 2021)	9.244
Increase of 1.63% for 2022		Decrease of 0.91% for 2022, plus \$0/ in MAP	

(14)

Average R-I of \$224,933 \$will pay \$1,728 in 2022. In 2021, they would have been assessed at \$213,910 and paid \$1,617. Average R-I will pay \$111 more in 2022.

With MAP of 775:

R-I Mill (Muni)	4.963	R-V Mill (Muni)	6.500
R-I Mill (School)	2.454	R-V Mill (School)	2.454
R-I Mill (Seniors)	0.206	R-V Mill (Seniors)	0.206
R-I Mill (Total, 2022)	7.623	R-V Mill (Total, 2022)	9.160
R-I Mill (Total, 2021)	7.558	R-V Mill (Total, 2021)	9.244
Increase of 0.86% for 2022		Decrease of 0.91% for 2022, plus \$25/ in MAP	

Average R-I of \$224,933 in 2021 will pay \$1,714; in 2021 they would have been valued at \$213,910 and paid \$1,617. Average R-I will pay \$97 more in 2022.

With MAP of 800:

R-I Mill (Muni)	4.908	R-V Mill (Muni)	6.500
R-I Mill (School)	2.454	R-V Mill (School)	2.454
R-I Mill (Seniors)	0.206	R-V Mill (Seniors)	0.206
R-I Mill (Total, 2022)	7.568	R-V Mill (Total, 2022)	9.160
R-I Mill (Total, 2021)	7.558	R-V Mill (Total, 2021)	9.244
Increase of 0.13% for 2022		Decrease of 0.91% for 2022, plus \$50/ in MAP	

Average R-I of \$224,933 in 2022 will pay \$1,702; in 2020 they would have been valued at \$211,165 and paid \$1,617. Average R-I will pay \$85 more in 2021.

**** Note: R-V are skewed because of the MAP, they pay proportional increases**

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Expense Side. (SUMME FOR ALL)

Description	2022 BUDGET
EXPENSES SHEET -NAKAMUN	(1)
Period 1: --- Begin	Jan 01,22
End	Dec 31,22
--- Type	B
(less) --- Begin	000 00,00
Period 2: --- End	000 00,00
--- Type	
Ratios: % of Account	
Graphs: # of Columns, Scale	0 0

Description	2022 BUDGET
COUNCIL	
HONORARIUMS	5,400.00
MEETING FEES	4,500.00
TRAVEL\SUBSISTENCE	3,000.00
CONFERENCES\CONVENTIONS	3,750.00
TOTAL	16,650.00

ADMINISTRATION	
ADMIN CONTRACT-AC	52,416.00
ADMIN SUPPORT	0.00
ADMIN COMM RENT STORAGE-NEW	6,000.00
CONFERENCES & TRAINING	250.00
TRAVEL	1,850.00
POSTAGE\COPY\COMMUNICATION	2,000.00
ADVERTISING\ALLNET	750.00
MEMBERSHPS (AUMA, ASVA, SV)	2,800.00
AUDITOR-AC	3,500.00
ASSESSMENT\ARB-AC	6,375.00
LEGAL	350.00
INSURANCE	6,550.00
W.C.B.	950.00
DONATIONS	200.00
SOFTWARE SUPPORT	250.00
BANK CHARGES	650.00
TAX REBATES & CANCELLATIONS	0.00
CAPITAL PURCHASES	0.00
TOTAL	84,891.00

ELECTION \ CENSUS	
SALARIES & WAGES	0.00
ADVERTISING	0.00
GOODS & SUPPLIES	0.00
SENATE ELECTION TOTAL	0.00
TOTAL	0.00

CPO\BYLAW SERVICES	
CPO (MAYERTHORPE)	7,020.00
CPO (MILEAGE)	1,350.00
PROVINCAL POLICING	5,400.00
TOTAL	13,770.00

FIREFIGHTING	
FIRE CONTRACT	14,904.00
FIRE OPERATION	3,872.00

Description	2022 BUDGET
-------------	-------------

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Analysis: EXPENSES SHEET -NAKAMUN

Description	2022 BUDGET
FIRE OTHER	0.00
TOTAL	18,776.00
MEDICAL\EMERGENCY MANGEMENT	
COURSES & CONVENTIONS	1,000.00
EMERGENCY PREPAREDNESS KITS	0.00
COMMISSION REQUISITION	3,750.00
PHYSICIAN RECRUITMENT (LSA)	0.00
TOTAL	4,750.00
COMMON SERVICES	
PUBLIC WORKS FOREMAN	24,800.00
CASUAL\CONTRACTED LABOUR	4,500.00
CONTRACTED LABOUR	0.00
PAYROLL DEDUCTIONS	1,500.00
PUBLIC WORKS CONSULT	0.00
PW TRAINING\COURSES	0.00
PHONE- PUBLIC WORKS	350.00
SHOP COMMUNICATION	0.00
SNOW REMOVAL	1,850.00
GRADING(CONTRACT)	1,850.00
ROADS, SPEED BUMPS	0.00
SIGNS	0.00
CULVERT MATERIAL	0.00
SHOP SUPPLIES	2,500.00
SHOP FIRST AID\FIRE\SAFETY	150.00
VEHICLE & EQUIPMENT MAINT.	4,250.00
FUEL (GAS & DIESEL)	3,750.00
GRAVEL	0.00
UTILITIES	14,250.00
PROJECTS (WHMIS)	0.00
PROJECTS (SHOP INSPECTION)	0.00
CAPITAL PURCHASES	0.00
ANNUAL AMORTIZATION	0.00
TO RESERVES (MAJOR EQUIP)	0.00
TO RESERVES (ROADS)	0.00
TO RESERVES (INFR.REFURB.)	0.00
TO RESERVES (PUBLIC WORKS)	0.00
TOTAL	59,750.00
WATER	
WILD H2O ADMIN & GOVERNANCE	741.00
WILD H2O DEBENTURE (1)	1,340.00
WILD H2O DEBENTURE (2)	0.00
WILD H2O DEBENTURE (3)	12,439.00
WILD H2O DEBENTURE (4)	12,439.00
TOTAL	26,959.00
WASTE COLLECTION	
WASTE CONTRACT	0.00
REGIONAL WASTE	50.00
WASTE REMOVAL TOKEN	525.00
TOTAL	575.00
MUNICIPAL PLANNING	
Description	2022 BUDGET

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Analysis: EXPENSES SHEET -NAKAMUN

Description	2022 BUDGET
CONTRACT-DEVELOP. OFFICER	2,400.00
DEVELOPMENT OFFICE MILEAGE	300.00
DEVELOPMENT ENFORCEMENT	1,500.00
DEVELOPMENT PERMITS	750.00
LEGAL\CONSULTING FEES	0.00
SDAB AGREEMENT	300.00
SAFETY CODES QMP\INT COMM	2,100.00
TOTAL	7,350.00
FCSS	
MUNICIPAL CONTRIBUTION	619.00
PROVINCIAL CONTRIBUTION	2,444.00
FCSS PROJECTS	0.00
TOTAL	3,063.00
RECREATION & PARKS	
TREE REMOVAL	750.00
PARK SUPPLIES	50.00
WEED INSPECTION	250.00
WEED SPRAYING	250.00
BOAT LAUNCH REPAIRS	0.00
EAST END BUS	300.00
MILESTONE ANNIVERSARY	0.00
CANADA DAY\REC EVENTS	675.00
LIBRARY - YRL	425.00
TOTAL	2,700.00
RESERVE ACCOUNTS	
RES. COUNCIL	260.00
RES. ADMIN	260.00
RES. LEGAL	260.00
RES. ELECTION	780.00
RES. CPO\BYLAW	260.00
RES. FIRE SERVICES	520.00
RES. COMMON SERVICES	8,470.00
RES. WATER SERVICES	0.00
RES. WASTE SERVICES	0.00
RES. MUNI PLAN\ENFORCE	520.00
RES. RECREATION & PARKS	520.00
RES. MSI OPERATING	0.00
RES. GENERAL AMORTIZATION	11,559.00
RES. EMERGENCY\PREP KIT	0.00
TOTAL	23,409.00
SPECIAL PROJECTS	
ACP-EMERGENCY RADIO\NETWORK	0.00
ACP-BYLAW & POLICY REVIEW	0.00
TRAFFIC AND RADAR-MSP	0.00
MOST-COVID EXP	0.00
REGIONAL RECREATION REQ	0.00
REGIONAL LIBRARY INVESTMENT	2,000.00
LAND USE BYLAW REVIEW	15,000.00
TOTAL	17,000.00
Description	2022 BUDGET

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Analysis: EXPENSES SHEET -NAKAMUN

Description	2022 BUDGET
CAPITAL PROJECTS	
P1-PARK UPGRADES	0.00
P2-DRAINAGE-MSI2022-9,604	40,000.00
P3-DRAINAGE (MULCHING PORTION)	0.00
P4-WILD CAPITAL P3\P4	0.00
P5-BOAT LAUNCH-MSI2022-16,067	0.00
P6-P\W EQUIP-MSI2022-24,525	24,525.00
P7-ROAD PROJECTS	30,000.00
P8-P\W SHOP MSI2022-138,165 (CONSTRUCTION DUE-MAY 2022)	25,000.00
P9-DUST CONTROL-BMTG2022-7,713	7,713.00
P10-PUBLIC WORKS SHOP EXT	40,000.00
P911-TRANS.TO RES.\DEF.REV.	0.00
TOTAL	167,238.00
TOTAL	446,881.00

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Analysis: INCOME SHEET -NAKAMUN

OPTION 1A

Description	\$750 MIN TAX
INCOME SHEET -NAKAMUN	(1)
Period 1: --- Begin	Jan 01,22
--- End	Dec 31,22
--- Type	B
(less) --- Begin	000 00,00
Period 2: --- End	000 00,00
--- Type	
Ratios: % of Account	
Graphs: # of Columns, Scale	0 0

Description	\$750 MIN TAX
REVENUE	
RESIDENTIAL TAXES-(MUNICIPAL)	171,671.27
RESIDENTIAL TAXES-(SCHOOL)	83,900.82
VACANT RES. TAXES-(MUNICIPAL)	7,001.67
VACANT RES. TAXES-(SCHOOL)	2,643.36
LINEAR- (MUNICIPAL)	2,764.60
LINEAR- (SCHOOL)	540.81
LINEAR- (DIP)	10.72
PROTECTIVE SERVICES LEVY	18,776.00
SENIOR FOUNDATION	7,310.24
MINIMUM TAX CHARGE (\$750\LOT)	23,132.46
PROJECT LEVY	0.00
TOTAL TAXES	317,751.95
PENALTIES & COSTS ON TAXES	0.00
INVESTMENT INCOME (INTEREST)	1,750.00
GRANT OPERATING (MSI-O)	7,715.00
GRANT OPERATING (MOST)\$14,721	0.00
GRANT OPERATING (CSJ\STEP)	0.00
GRANT CAPITAL (BMTG) (DEF REV)	7,713.00
GRANT CAPITAL (CCBF) (WILD3&4)	24,878.00
GRANT CAPITAL (MSI-C)	159,525.00
GRANT CAPITAL	0.00
MISC. INCOME (SALE OF TCA)	0.00
CAPITAL PROJECT FUNDING	0.00
SPECIAL PROJ. FUND (LUB\OPL)	17,000.00
ADMIN	
SALES OF GOODS & SERVICES	0.00
N.S.F. FEES	0.00
TAX CERTIFICATES\SEARCHES	0.00
GARBAGE TOKEN REVENUE	525.00
AMSC LOYALTY	0.00
ELECTIONS TR. FR. RES	0.00
TRANS FROM RESERVE	0.00
PLANNING & DEVELOPMENT	
SUPERIOR SAFETY CODES	0.00
DEVELOPMENT PERMITS	750.00
TR. FR. RES\DEF. REV	0.00
EMERGENCY SERVICES	
FIRE INCIDENT RECOVERY	0.00
ROADS	
CONDITIONAL GRANTS	0.00
Description	\$750 MIN TAX

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Analysis: INCOME SHEET -NAKAMUN

Description	\$750 MIN TAX
GRANTS FROM LOCAL AGENCIES	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00
SEWER\WATER\DRAINAGE	
CONDITIONAL GRANTS	0.00
TRANSFER FROM RESERVE	0.00
PARKS & RECREATION	
PROV GRANT (FCSS) TO ONOWAY	2,444.00
GRANT\DONATION - 50TH ANNIV	0.00
GRANT\DONATION- FROM ONOWAY	1,235.00
LIBRARY\TR.FR.RES	0.00
TR.FR.RES\DEF.REV(FCSS\50TH)	0.00
TOTAL REVENUE	541,286.95
REQUISITIONS	
SCHOOL	87,084.99
SENIOR FOUNDATION	7,310.24
UNDER\OVER UTILIZED LEVY	0.00
DIP REQUISITION	10.72
UNDER\OVER DIP LEVY	0.00
TOTAL REQUISITIONS	94,405.95
NET REVENUE FOR MUN PURPOSES	446,881.00

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Description	\$775 MIN TAX
INCOME SHEET -NAKAMUN	(1)
Period 1: --- Begin	Jan 01,22
Period 1: --- End	Dec 31,22
(less) --- Type	B
Period 2: --- Begin	000 00,00
Period 2: --- End	000 00,00
Period 2: --- Type	
Ratios: % of Account	
Graphs: # of Columns,Scale	0 0

Description	\$775 MIN TAX
REVENUE	
RESIDENTIAL TAXES-(MUNICIPAL)	169,676.07
RESIDENTIAL TAXES-(SCHOOL)	83,900.82
VACANT RES. TAXES-(MUNICIPAL)	7,001.67
VACANT RES. TAXES-(SCHOOL)	2,643.36
LINEAR- (MUNICIPAL)	2,764.60
LINEAR- (SCHOOL)	540.81
LINEAR- (DIP)	10.72
PROTECTIVE SERVICES LEVY	18,776.00
SENIOR FOUNDATION	7,310.24
MINIMUM TAX CHARGE (\$775\LOT)	25,127.66
PROJECT LEVY	0.00
TOTAL TAXES	317,751.95
PENALTIES & COSTS ON TAXES	0.00
INVESTMENT INCOME (INTEREST)	1,750.00
GRANT OPERATING (MSI-O)	7,715.00
GRANT OPERATING (MOST)\$14,721	0.00
GRANT OPERATING (CSJ\STEP)	0.00
GRANT CAPITAL (BMTG)(DEF REV)	7,713.00
GRANT CAPITAL (CCBF)(WILD3&4)	24,878.00
GRANT CAPITAL (MSI-C)	159,525.00
GRANT CAPITAL	0.00
MISC.INCOME(SALE OF TCA)	0.00
CAPITAL PROJECT FUNDING	0.00
SPECIAL.PROJ.FUND (LUB\OPL)	17,000.00
ADMIN	
SALES OF GOODS & SERVICES	0.00
N.S.F. FEES	0.00
TAX CERTIFICATES\SEARCHES	0.00
GARBAGE TOKEN REVENUE	525.00
AMSC LOYALTY	0.00
ELECTIONS TR.FR.RES	0.00
TRANS FROM RESERVE	0.00
PLANNING & DEVELOPMENT	
SUPERIOR SAFETY CODES	0.00
DEVELOPMENT PERMITS	750.00
TR.FR.RES\DEF.REV	0.00
EMERGENCY SERVICES	
FIRE INCIDENT RECOVERY	0.00
ROADS	
CONDITIONAL GRANTS	0.00
Description	\$775 MIN TAX

Analysis: INCOME SHEET -NAKAMUN

Description	\$775 MIN TAX
GRANTS FROM LOCAL AGENCIES	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00
SEWER\WATER\DRAINAGE	
CONDITIONAL GRANTS	0.00
TRANSFER FROM RESERVE	0.00
PARKS & RECREATION	
PROV GRANT (FCSS) TO ONOWAY	2,444.00
GRANT\DONATION - 50TH ANNIV	0.00
GRANT\DONATION- FROM ONOWAY	1,235.00
LIBRARY\TR. FR. RES	0.00
TR. FR. RES\DEF. REV (FCSS\50TH)	0.00
TOTAL REVENUE	541,286.95
REQUISITIONS	
SCHOOL	87,084.99
SENIOR FOUNDATION	7,310.24
UNDER\OVER UTILIZED LEVY	0.00
DIP REQUISITION	10.72
UNDER\OVER DIP LEVY	0.00
TOTAL REQUISITIONS	94,405.95
NET REVENUE FOR MUN PURPOSES	446,881.00

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Analysis: INCOME SHEET -NAKAMUN

OPTION C.

Description	\$800 MIN TAX
INCOME SHEET -NAKAMUN	(1)
Period 1: --- Begin	Jan 01, 22
End	Dec 31, 22
(less) --- Type	B
Period 2: --- Begin	000 00,00
End	000 00,00
--- Type	
Ratios: % of Account	
Graphs: # of Columns, Scale	0 0

Description	\$800 MIN TAX
REVENUE	
RESIDENTIAL TAXES-(MUNICIPAL)	167,829.48
RESIDENTIAL TAXES-(SCHOOL)	83,900.82
VACANT RES. TAXES-(MUNICIPAL)	7,001.67
VACANT RES. TAXES-(SCHOOL)	2,643.36
LINEAR- (MUNICIPAL)	2,764.61
LINEAR- (SCHOOL)	540.81
LINEAR- (DIP)	10.72
PROTECTIVE SERVICES LEVY	18,776.00
SENIOR FOUNDATION	7,310.24
MINIMUM TAX CHARGE (\$800\LOT)	26,974.24
PROJECT LEVY	0.00
TOTAL TAXES	317,751.95
PENALTIES & COSTS ON TAXES	0.00
INVESTMENT INCOME (INTEREST)	1,750.00
GRANT OPERATING (MSI-O)	7,715.00
GRANT OPERATING (MOST)\$14,721	0.00
GRANT OPERATING (CSJ\STEP)	0.00
GRANT CAPITAL (BMTG) (DEF REV)	7,713.00
GRANT CAPITAL (CCBF) (WILD3&4)	24,878.00
GRANT CAPITAL (MSI-C)	159,525.00
GRANT CAPITAL	0.00
MISC.INCOME (SALE OF TCA)	0.00
CAPITAL PROJECT FUNDING	0.00
SPECIAL.PROJ.FUND (LUB\OPL)	17,000.00
ADMIN	
SALES OF GOODS & SERVICES	0.00
N.S.F. FEES	0.00
TAX CERTIFICATES\SEARCHES	0.00
GARBAGE TOKEN REVENUE	525.00
AMSC LOYALTY	0.00
ELECTIONS TR.FR.RES	0.00
TRANS FROM RESERVE	0.00
PLANNING & DEVELOPMENT	
SUPERIOR SAFETY CODES	0.00
DEVELOPMENT PERMITS	750.00
TR.FR.RES\DEF.REV	0.00
EMERGENCY SERVICES	
FIRE INCIDENT RECOVERY	0.00
ROADS	
CONDITIONAL GRANTS	0.00

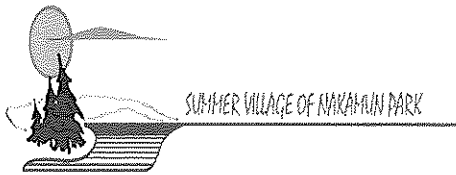
Description	\$800 MIN TAX
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Analysis: INCOME SHEET -NAKAMUN

Description	\$800 MIN TAX
GRANTS FROM LOCAL AGENCIES	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00
SEWER\WATER\DRAINAGE	
CONDITIONAL GRANTS	0.00
TRANSFER FROM RESERVE	0.00
PARKS & RECREATION	
PROV GRANT (FCSS) TO ONOWAY	2,444.00
GRANT\DONATION - 50TH ANNIV	0.00
GRANT\DONATION- FROM ONOWAY	1,235.00
LIBRARY\TR.FR.RES	0.00
TR.FR.RES\DEF.REV(FCSS\50TH)	0.00
TOTAL REVENUE	541,286.95
REQUISITIONS	
SCHOOL	87,084.99
SENIOR FOUNDATION	7,310.24
UNDER\OVER UTILIZED LEVY	0.00
DIP REQUISITION	10.72
UNDER\OVER DIP LEVY	0.00
TOTAL REQUISITIONS	94,405.95
NET REVENUE FOR MUN PURPOSES	446,881.00

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Summer Village of Nakamun Park Request For Decision - (RFD) 2022-13

Meeting:	Regular Council
Meeting Date:	April 20th, 2022
Originated By:	Dwight Moskalyk, Chief Administrative Officer
Title:	2022 Special Fire Protection Tax Bylaw 2022-2
Agenda Item Number:	6(e) – Business

BACKGROUND/PROPOSAL:

Regardless of which MAP option selected, Council will need to consider the separate special services tax bylaw which creates a per parcel equal fee for fire services costs. This has been the traditional method of collecting this fee from properties in this community and we have no indication Council had wanted to consider changing this in 2022 (or in the near future).

The draft bylaw 2022-2 is attached for review.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The total fire services costs are listed in the budget at \$18,776 for 2022. With 173 lots, plus two linear properties (175 total lots) this leaves a rate of 107.29/lot to collect for this levy. This rate is listed in Bylaw 2022-2.

COSTS/SOURCE OF FUNDING (if applicable)

N/A

RECOMMENDED ACTION:

- a) That Council gives all required readings to approve and pass bylaw 2022-2.

Initials show support – Reviewed By:	CAO: <i>D. Moskalyk</i>
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**BEING A BYLAW OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE
PROVINCE OF ALBERTA, TO LEVY A SPECIAL TAX FOR FIRE
PROTECTION FOR 2022.**

WHEREAS Section 382 of the Municipal Government act, being Chapter M-26 of RSA 2000 and any amendments thereto, the Municipality of the Summer Village of Nakamun Park may pass a special tax bylaw to raise revenue to pay for a specific service or purpose; and

WHEREAS Section 383 of the Municipal Government Act, being Chapter M-26 of RSA 2000 and any Amendments thereto, the Municipality of the Summer Village of Nakamun Park may impose the special tax in respect of all property in any area of the municipality that will benefit from the specific service of purpose; and

WHEREAS the municipality has budgeted **\$18,776.00** for fire protection services in 2021 and wishes to collect this sum equally from all taxable properties in the Municipality;

NOW THEREFORE, the Council of the Summer Village of Nakamun Park in the Province of Alberta, duly assembled, hereby enacts as follows:

1. The Municipal Administrator is hereby authorized and required to charge to each non-exempt parcel an amount of **\$107.29** for a "Special Fire Protection Area Tax" to be included on the 2022 Tax Notice and is a debt due to the Municipality and is payable by **June 30th** of the same year.

This Bylaw shall come into force upon the day which it is finally passed by the Municipal Council.

READ A FIRST TIME THIS _____ DAY OF _____, AD 2022.

READ A SECOND TIME THIS _____ DAY OF _____, AD 2022.

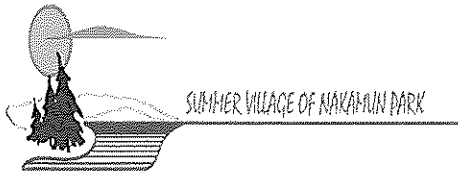
READ A THIRD AND FINAL TIME THIS _____ DAY OF _____, AD 2022.

SIGNED AND PASSED THIS _____ DAY OF _____, AD 2022.

Mayor

Municipal Administrator

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Summer Village of Nakamun Park Request For Decision - (RFD) 2022-14

Meeting:	Regular Council
Meeting Date:	April 20th, 2022
Originated By:	Dwight Moskalyk, Chief Administrative Officer
Title:	2022 Tax Rate Bylaw 2022-3
Agenda Item Number:	6(f) – Business

BACKGROUND/PROPOSAL:

Assuming the discussion on the budget and which MAP amount council settles on one of the three options provided, we will need to then consider the corresponding tax rate bylaw.

Administration has prepared and attached the sample bylaws for each of the three options outlined in the budget discussion (MAP 750, 775, 800).

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The tax rate bylaw gives a very good overview of the methodology of how values and rates are refined from the budget into the rate calculation itself. From a functional perspective the only difference between the various versions provided is in terms of the MAP amount collected, and the resulting municipal mill rate and Municipal Tax Collected from mill rate.

COSTS/SOURCE OF FUNDING (if applicable)

N/A

RECOMMENDED ACTION:

- a) That Council gives all required readings to approve and pass bylaw 2022-3, for the respective MAP rate agreed to earlier in the agenda.

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

BYLAW NO. 2022-3
SUMMER VILLAGE OF NAKAMUN PARK
Municipal Government Act RSA 2000 Chapter M-26

**BEING A BYLAW OF THE SUMMER VILLAGE OF NAKAMUN PARK TO
AUTHORIZE THE SEVERAL RATES OF TAXATION IMPOSED FOR ALL
PURPOSES FOR THE YEAR 2022**

WHEREAS the total requirements for the Summer Village of Nakamun Park in the Province of Alberta as shown in the budget estimates are as follows:

Municipal General	446,881.00
Lac Ste. Anne Foundation Seniors Housing Residential Requisition	7,281.34
Lac Ste. Anne Foundation Seniors Housing Non-Residential Requisition	28.90
ASFF Residential School Requisition	86,544.18
ASFF Residential School Requisition (2021 Underlevy)	0.00
ASFF Non-Residential School Requisition	540.81
ASFF Non-Residential School Requisition (2021 Underlevy)	0.00
Designated Industrial Property Requisition	10.72
TOTAL:	\$541,286.95

WHEREAS the total taxable assessment of land, buildings and improvements, subjugated as defined in the Assessment and Assessment Sub-Classification Bylaw duly passed by Council, amounts to:

Class 1 - Residential:	
(Residential Improved)	34,189,880
(Residential Vacant)	1,077,180
Class 2 - Non-Residential:	
(Vacant – Non-Residential)	139,980
(Small Business Property)	0
(Other Non-Residential)	0
Exempt:	
(Exempt Assessments)	1,769,630
TOTAL:	\$37,176,670;

WHEREAS, the estimated municipal expenditures and transfers set out in the budget for the Summer Village of Nakamun Park for 2022 total \$446,881.00 and;

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$17,000.00 (from reserves for Library Commitment and Land Use Bylaw), \$1,750.00 (from earned bank interest), \$159,525.00 (Municipal Sustainability Initiative – Capital Grants), \$24,878.00 (Capital Grants – CCBF), \$7,713.00 (Capital Grant - BMTG) \$7,715.00 (Municipal Sustainability Initiative – Operating Grant), \$2,444.00 (Family and Community Support

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Services – Provincial Base Amount), \$1,235.00 (Family and Community Support Services – Grants Retained), \$525.00 (for Utility/Waste Token Sales), \$750.00 (from Permit Revenue) and \$18,776.00 from “Special Services Tax – Fire Protection” and the balance of \$204,570 is to be raised by general municipal taxation;

WHEREAS, the amount of municipal taxation to be raise as a minimum amount payable of **\$750.00** per each residential and linear property in the municipality is estimated to be \$23,132.46 and the remaining **\$181,437.54** is to be collected based on municipal mill rates;

WHEREAS, the rates hereinafter set out are deemed necessary to provide the amounts required for municipal, school and other purposes, after making due allowance for the amount of taxes which may reasonably be expected to remain unpaid;

WHEREAS, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M26, Revised Statutes of Alberta, 2000;

The Municipal Administrator is hereby authorized and required to levy the following rates of taxation on the assessed value of all land, buildings and improvements as shown on the assessment and tax roll:

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE (in mills)</u>
General Municipal			
(Residential Improved)	171,671.27	34,189,880	5.0211136
(Residential Vacant)	7,001.67	1,077,180	6.5000000
(Non - Residential Vacant)	2,765.61	139,980	19.7500000
(Small Business Property)	0	0	19.7500000
(Other Non-Residential)	0	0	19.7500000
TOTAL	\$181,438.55	\$35,407,040	

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE(in mills)</u>
Alberta School Foundation Fund (ASFF)			
Residential/Farmland	86,544.18		
Res/Farm (2021 Underlevy)	0.00		
Sub-Total	86,544.18	35,267,060	2.453966
Non-residential	540.81		
Non-Res (2021 Underlevy)	0.00		
Sub-Total	540.81	139,980	3.863480
TOTAL	\$87,084.99	\$35,407,040	

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	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE(in mills)</u>
LSA Seniors Foundation			
Residential/Farmland	7,281.34		
Res/Farm (2021 Underlevy)	<u>0.00</u>		
Sub-Total	7,281.34	35,267,060	0.206463
Non-residential	28.90		
Non-Res (2021 Underlevy)	<u>0.00</u>		
Sub-Total	28.90	139,980	0.206463
TOTAL	\$7,310.24	\$35,407,040	

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE (in mills)</u>
Designated Industrial Property (DIP)			
Residential/Farmland	0	35,267,060	0.000000
Non-Residential	<u>10.72</u>	<u>139,980</u>	<u>0.0766000</u>
TOTAL	\$10.72	\$35,407,040	

THAT taxes shall be due on **June 30th, 2022**. The penalty on the current tax levy outstanding shall be 18% charged on the current taxes unpaid as on July 1st, 2022. Tax arrears unpaid as of January 1st, 2023 shall be subject to an 18% penalty; and

THAT this Bylaw shall come into force and effect upon the passing thereof.

READ A FIRST TIME THIS _____ DAY OF _____, AD 2022.

READ A SECOND TIME THIS _____ DAY OF _____, AD 2022.

READ A THIRD AND FINAL TIME THIS _____ DAY OF _____, AD 2022.

SIGNED AND PASSED THIS _____ DAY OF _____, AD 2022.

Mayor

Municipal Administrator

(31)

OPTION B

BYLAW NO. 2022-3
SUMMER VILLAGE OF NAKAMUN PARK
Municipal Government Act RSA 2000 Chapter M-26

**BEING A BYLAW OF THE SUMMER VILLAGE OF NAKAMUN PARK TO
AUTHORIZE THE SEVERAL RATES OF TAXATION IMPOSED FOR ALL
PURPOSES FOR THE YEAR 2022**

WHEREAS the total requirements for the Summer Village of Nakamun Park in the Province of Alberta as shown in the budget estimates are as follows:

Municipal General	446,881.00
Lac Ste. Anne Foundation Seniors Housing Residential Requisition	7,281.34
Lac Ste. Anne Foundation Seniors Housing Non-Residential Requisition	28.90
ASFF Residential School Requisition	86,544.18
ASFF Residential School Requisition (2021 Underlevy)	0.00
ASFF Non-Residential School Requisition	540.81
ASFF Non-Residential School Requisition (2021 Underlevy)	0.00
Designated Industrial Property Requisition	10.72
TOTAL:	\$541,286.95

WHEREAS the total taxable assessment of land, buildings and improvements, subjugated as defined in the Assessment and Assessment Sub-Classification Bylaw duly passed by Council, amounts to:

Class 1 - Residential:	
(Residential Improved)	34,189,880
(Residential Vacant)	1,077,180
Class 2 - Non-Residential:	
(Vacant – Non-Residential)	139,980
(Small Business Property)	0
(Other Non-Residential)	0
Exempt:	
(Exempt Assessments)	1,769,630
TOTAL:	\$37,176,670;

WHEREAS, the estimated municipal expenditures and transfers set out in the budget for the Summer Village of Nakamun Park for 2022 total \$446,881.00 and;

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$17,000.00 (from reserves for Library Commitment and Land Use Bylaw), \$1,750.00 (from earned bank interest), \$159,525.00 (Municipal Sustainability Initiative – Capital Grants), \$24,878.00 (Capital Grants – CCBF), \$7,713.00 (Capital Grant - BMTG) \$7,715.00 (Municipal Sustainability Initiative – Operating Grant), \$2,444.00 (Family and Community Support

32

Services – Provincial Base Amount), \$1,235.00 (Family and Community Support Services – Grants Retained), \$525.00 (for Utility/Waste Token Sales), \$750.00 (from Permit Revenue) and \$18,776.00 from "Special Services Tax – Fire Protection" and the balance of \$204,570 is to be raised by general municipal taxation;

WHEREAS, the amount of municipal taxation to be raise as a minimum amount payable of **\$775.00** per each residential and linear property in the municipality is estimated to be \$25,127.66 and the remaining **\$179,442.34** is to be collected based on municipal mill rates;

WHEREAS, the rates hereinafter set out are deemed necessary to provide the amounts required for municipal, school and other purposes, after making due allowance for the amount of taxes which may reasonably be expected to remain unpaid;

WHEREAS, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M26, Revised Statutes of Alberta, 2000;

The Municipal Administrator is hereby authorized and required to levy the following rates of taxation on the assessed value of all land, buildings and improvements as shown on the assessment and tax roll:

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE (in mills)</u>
General Municipal			
(Residential Improved)	169,676.07	34,189,880	4.9627572
(Residential Vacant)	7,001.67	1,077,180	6.5000000
(Non - Residential Vacant)	2,764.60	139,980	19.7500000
(Small Business Property)	0	0	19.7500000
(Other Non-Residential)	0	0	19.7500000
TOTAL	\$179,442.34	\$35,407,040	

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE(in mills)</u>
Alberta School Foundation Fund (ASFF)			
Residential/Farmland	86,544.18		
Res/Farm (2021 Underlevy)	0.00		
Sub-Total	86,544.18	35,267,060	2.453966
Non-residential	540.81		
Non-Res (2021 Underlevy)	0.00		
Sub-Total	540.81	139,980	3.863480
TOTAL	\$87,084.99	\$35,407,040	

35

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE(in mills)</u>
LSA Seniors Foundation			
Residential/Farmland	7,281.34		
Res/Farm (2021 Underlevy)	<u>0.00</u>		
Sub-Total	7,281.34	35,267,060	0.206463
Non-residential	28.90		
Non-Res (2021 Underlevy)	<u>0.00</u>		
Sub-Total	28.90	139,980	0.206463
TOTAL	\$7,310.24	\$35,407,040	

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE (in mills)</u>
Designated Industrial Property (DIP)			
Residential/Farmland	0	35,267,060	0.000000
Non-Residential	<u>10.72</u>	<u>139,980</u>	<u>0.0766000</u>
TOTAL	\$10.72	\$35,407,040	

THAT taxes shall be due on **June 30th, 2022**. The penalty on the current tax levy outstanding shall be 18% charged on the current taxes unpaid as on July 1st, 2022. Tax arrears unpaid as of January 1st, 2023 shall be subject to an 18% penalty; and

THAT this Bylaw shall come into force and effect upon the passing thereof.

READ A FIRST TIME THIS _____ DAY OF _____, AD 2022.

READ A SECOND TIME THIS _____ DAY OF _____, AD 2022.

READ A THIRD AND FINAL TIME THIS _____ DAY OF _____, AD 2022.

SIGNED AND PASSED THIS _____ DAY OF _____, AD 2022.

Mayor

Municipal Administrator

(34)

OPINION.

BYLAW NO. 2022-3
SUMMER VILLAGE OF NAKAMUN PARK
Municipal Government Act RSA 2000 Chapter M-26

**BEING A BYLAW OF THE SUMMER VILLAGE OF NAKAMUN PARK TO
AUTHORIZE THE SEVERAL RATES OF TAXATION IMPOSED FOR ALL
PURPOSES FOR THE YEAR 2022**

WHEREAS the total requirements for the Summer Village of Nakamun Park in the Province of Alberta as shown in the budget estimates are as follows:

Municipal General	446,881.00
Lac Ste. Anne Foundation Seniors Housing Residential Requisition	7,281.34
Lac Ste. Anne Foundation Seniors Housing Non-Residential Requisition	28.90
ASFF Residential School Requisition	86,544.18
ASFF Residential School Requisition (2021 Underlevy)	0.00
ASFF Non-Residential School Requisition	540.81
ASFF Non-Residential School Requisition (2021 Underlevy)	0.00
Designated Industrial Property Requisition	10.72
TOTAL:	\$541,286.95

WHEREAS the total taxable assessment of land, buildings and improvements, subjugated as defined in the Assessment and Assessment Sub-Classification Bylaw duly passed by Council, amounts to:

Class 1 - Residential:	
(Residential Improved)	34,189,880
(Residential Vacant)	1,077,180
Class 2 - Non-Residential:	
(Vacant – Non-Residential)	139,980
(Small Business Property)	0
(Other Non-Residential)	0
Exempt:	
(Exempt Assessments)	1,769,630
TOTAL:	\$37,176,670;

WHEREAS, the estimated municipal expenditures and transfers set out in the budget for the Summer Village of Nakamun Park for 2022 total \$446,881.00 and;

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$17,000.00 (from reserves for Library Commitment and Land Use Bylaw), \$1,750.00 (from earned bank interest), \$159,525.00 (Municipal Sustainability Initiative – Capital Grants), \$24,878.00 (Capital Grants – CCBF), \$7,713.00 (Capital Grant - BMTG) \$7,715.00 (Municipal Sustainability Initiative – Operating Grant), \$2,444.00 (Family and Community Support

35

Services – Provincial Base Amount), \$1,235.00 (Family and Community Support Services – Grants Retained), \$525.00 (for Utility/Waste Token Sales), \$750.00 (from Permit Revenue) and \$18,776.00 from "Special Services Tax – Fire Protection" and the balance of \$204,570 is to be raised by general municipal taxation;

WHEREAS, the amount of municipal taxation to be raise as a minimum amount payable of **\$800.00** per each residential and linear property in the municipality is estimated to be \$26,974.24 and the remaining **\$177,595.76** is to be collected based on municipal mill rates;

WHEREAS, the rates hereinafter set out are deemed necessary to provide the amounts required for municipal, school and other purposes, after making due allowance for the amount of taxes which may reasonably be expected to remain unpaid;

WHEREAS, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M26, Revised Statutes of Alberta, 2000;

The Municipal Administrator is hereby authorized and required to levy the following rates of taxation on the assessed value of all land, buildings and improvements as shown on the assessment and tax roll:

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE (in mills)</u>
General Municipal			
(Residential Improved)	167,829.48	34,189,880	4.9087473
(Residential Vacant)	7,001.67	1,077,180	6.5000000
(Non - Residential Vacant)	2,764.61	139,980	19.7500000
(Small Business Property)	0	0	19.7500000
(Other Non-Residential)	0	0	19.7500000

TOTAL **\$177,595.76** **\$35,407,040**

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE(in mills)</u>
Alberta School Foundation Fund (ASFF)			
Residential/Farmland	86,544.18		
Res/Farm (2021 Underlevy)	<u>0.00</u>		
Sub-Total	86,544.18	35,267,060	2.453966
Non-residential	540.81		
Non-Res (2021 Underlevy)	<u>0.00</u>		
Sub-Total	540.81	139,980	3.863480
TOTAL	\$87,084.99	\$35,407,040	

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE(in mills)</u>
LSA Seniors Foundation			
Residential/Farmland	7,281.34		
Res/Farm (2021 Underlevy)	<u>0.00</u>		
Sub-Total	7,281.34	35,267,060	0.206463
Non-residential	28.90		
Non-Res (2021 Underlevy)	<u>0.00</u>		
Sub-Total	28.90	139,980	0.206463
TOTAL	\$7,310.24	\$35,407,040	

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE (in mills)</u>
Designated Industrial Property (DIP)			
Residential/Farmland	0	35,267,060	0.000000
Non-Residential	<u>10.72</u>	<u>139,980</u>	<u>0.0766000</u>
TOTAL	\$10.72	\$35,407,040	

THAT taxes shall be due on **June 30th, 2022**. The penalty on the current tax levy outstanding shall be 18% charged on the current taxes unpaid as on July 1st, 2022. Tax arrears unpaid as of January 1st, 2023 shall be subject to an 18% penalty; and

THAT this Bylaw shall come into force and effect upon the passing thereof.

READ A FIRST TIME THIS _____ DAY OF _____, AD 2022.

READ A SECOND TIME THIS _____ DAY OF _____, AD 2022.

READ A THIRD AND FINAL TIME THIS _____ DAY OF _____, AD 2022.

SIGNED AND PASSED THIS _____ DAY OF _____, AD 2022.

Mayor

Municipal Administrator

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Town of Mayerthorpe

Report Title : NAKAMUN DAILY EVENTS
Report Range 2/1/2022 12:00 am to 2/28/2022 11:59 pm

Daily Event Log Report

Date: 2022/02/03

Group: TOWN OF MAYERTHORPE

Officer: DAWN, DWIGHT

Backup Officer:

Group: TOWN OF MAYERTHORPE

Event Start: 2022/02/03 1000 Event End: 2022/02/03 1130

Event: GENERAL PATROL

Location: NAKAMUN PARK

Specific Location: SUMMER VILLAGE

Notes: RADAR FIRST ON MAIN ROAD AT SGOP THEN WEST SIDE OF VILLAGE THEN WEST OT EAST PATROLLING ROADS CHECKING SECURITY OF HOMES

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

Total Events By Date: 1

Date: 2022/02/12

Group: TOWN OF MAYERTHORPE

Officer: DAWN, DWIGHT

Backup Officer:

Group: TOWN OF MAYERTHORPE

Event Start: 2022/02/12 1915 Event End: 2022/02/12 2030

Event: GENERAL PATROL

Location: NAKAMUN PARK

Specific Location: SUMMER VILLAGE

Notes: DEFINITELY A FEW EXTRA FOLKS OUT AT THE COTTAGES WITH SNOWMOBILES OR ATVS, THEY ALL APPEAR PARKED FOR THE EVENING THOUGH, PRETTY QUIET EVENING WITH LITTLE TRAFFIC

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

Total Events By Date: 1

Date: 2022/02/17

Group: TOWN OF MAYERTHORPE

Officer: DAWN, DWIGHT

Backup Officer:

Group: TOWN OF MAYERTHORPE

Event Start: 2022/02/17 0900

Event End: 2022/02/17 1030

Event: GENERAL PATROL

Location: NAKAMUN PARK

Specific Location: SUMMER VILLAGE

Notes: PATROLLED VILLAGE ROADS FIRST CHECKING SECURITY OF HOMES, EVERYTHING LOOKING GOOD, THEN RADAR ON EAST SIDE OF VILLAGE BEFORE LEAVING, 2 VEHICLES THROUGH

Total Group Events: 1

Total Time on Events:

0 Days 2 Hours 30 Minutes

Total Events By Date: 1

Date: 2022/02/22

Group: TOWN OF MAYERTHORPE

Officer: DAWN, DWIGHT

Backup Officer:

Group: TOWN OF MAYERTHORPE

Event Start: 2022/02/22 0800

Event End: 2022/02/22 0930

Event: GENERAL PATROL

Location: NAKAMUN PARK

Specific Location: SUMMER VILLAGE

Notes: RADAR ON WEST SIDE OF VILLAGE FIRST THEN PATROLLED VILLAGE ROADWAYS CHECKING SECURITY OF HOMES THEN RADAR ON EAST SIDE OF VILLAGE BEFORE LEAVING, ONLY ONE VEHICLE THROUGH

Total Group Events: 1

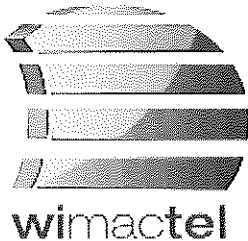
Total Time on Events:

0 Days 2 Hours 30 Minutes

Total Events By Date: 1

Total Report Events: 4

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WiMacTel Canada Inc.
#200A, 6420 – 6A Street SE,
Calgary, Alberta
T2H 2B7
1-800-820-4680

Date: March 22, 2022

ATTN: **Mayor Marge Hanssen**
PO Box 1250,
Onoway, AB
T0E 1V0

RE: REMOVAL OF TELUS PAYPHONE(S) AT Summer Village of Nakamun Park, Nakamun Park AB.

Dear: Mayor Marge Hanssen,

As an agent acting on behalf of TELUS Communications Inc., WiMacTel sends this communication to you, in compliance with CRTC decision 2004-47 Sections 56 to 66, to provide notice that the last payphone in **Nakamun Park** will be removed on or after April 25, 2022. This is due to the decline in usage.

Notification of the removal has been posted on the payphone located at **Summer Village of Nakamun Park**. We request that you post this notice in your local newspaper or newsletter. Please contact WiMacTel Canada Inc., at 1-844-825-8481 with any questions you may have about these removals.

If you still require a public phone to be available in your community after the above date, we recommend reaching out to TELUS Business Solutions to discuss purchase and installation of a business phone and line or discuss alternative solutions. The Business Wireline team of TELUS Business Solutions can be reached at 1-877-352-0898.

Regards,

Andy Rasimas
WiMacTel Canada Inc.
On Behalf of TELUS Communications

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March 30, 2022

Peter Thomas
Administrator of Accreditation

Victoria Message
QMP Manager
Summer Village of Nakamun Park
Box 1250
Onoway AB T0E 1V0

peter.thomas@safetycodes.ab.ca
desk: 780-392-1367

Dear Victoria Message:

**RE: 2021 Annual Internal Review
Summer Village of Nakamun Park - Accreditation No: M000459**

The Summer Village of Nakamun Park 2021 Annual Internal Review (AIR) for the building, electrical, gas and plumbing disciplines has been approved. You can view the signed AIR document on your organization dashboard on Council Connect.

I would like to thank you for the thorough and comprehensive review and the effort put into completing the review.

Should you have any questions, please do not hesitate to call the Accreditation Department. We can be reached toll-free at 1-888-413-0099 or by email at accreditation@safetycodes.ab.ca.

Best Regards,

A handwritten signature in black ink, appearing to read 'P. Thomas'.

Peter Thomas
Administrator of Accreditation

SM

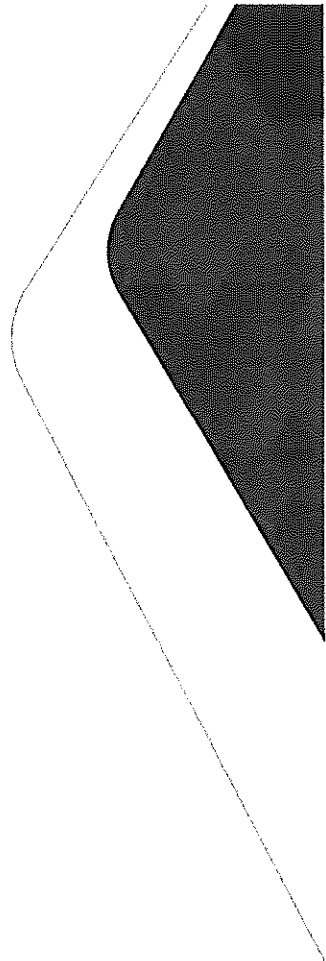
41

2021

Annual Internal Review

Accredited Municipality

Summer Village of Nakamun Park



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2021- Municipal Accreditation

Accreditation Information

Accreditation ID: M000459
Municipal Name: Summer Village of Nakamun Park
Population Size: 96
Municipal Type: Summer Village
Accredited Disciplines: Building, Electrical, Gas, Plumbing
Application Disciplines: Building, Electrical, Gas, Plumbing

QMP Information

QMP	Disciplines Covered	QMP Approved Date	QMP Manager Name (First name, Last name)	QMP Manager Job Title
369	Gas, Plumbing, Electrical, Building	2020-06-17	Victoria Message	QMP Manager

Operational Activity

Activity	Building	Electrical	Gas	Plumbing	PSDS	Total
Permits Issued	1	2	3	0	2	8
Permits Closed	2	3	4	0	1	10
Permits Open	2	0	0	1	1	4
Inspection Completed	4	4	4	0	1	13
Orders Issued	0	0	0	0	0	0
Orders Closed	0	0	0	0	0	0
Orders Outstanding	0	0	0	0	0	0
Variances Issued	0	0	0	0	0	0

QMP Administration

a.	Is an accredited agency under contract to provide safety codes services?	Yes
b.	Please provide the following verifications:	
i.	The list of active Designation of Powers in Council Connect is up-to-date.	Yes
ii.	SCO certifications are current and have not expired.	Yes
iii.	SCO training is current.	Yes
iv.	A registry of SCO training is maintained.	Yes
v.	Municipal staff and contractors have access to the approved QMP	Yes
vi.	Municipal staff and contractors have received training on the approved QMP.	Yes
vii.	All and any changes to the QMP have been approved by the Administrator prior to implementation.	Yes
viii.	All safety codes services files are managed under a formal records management program.	Yes
ix.	All safety codes services files closed by a contracted accredited agency are returned to the municipality	Yes

Accredited Agency Contract Information

Agency Name	B	EL	G	P	PS	Mun. %	Ag. %	Other
Superior Safety Codes Services	Yes	Yes	Yes	Yes	Yes	20	80	

Agency Monitoring and Oversight

a.	Does the accredited agency submit the Council levy on behalf of the municipality?	Yes
i.	The municipality is not in arrears in its remittance of the Council Levy.	Yes
b.	Please provide the following verifications	
i.	An agency monitoring and oversight program is in place.	Yes
ii.	Agency inspections services are delivered in accordance to the municipality's QMP.	Yes
iii.	Signed formal agency contracts are in place.	Yes
iv.	Agency contracts are current and up-to-date.	Yes

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v.	Agency contracts address the transition of safety codes services upon termination.	Yes
vi.	Closed agency safety codes services files are returned to the municipality.	Yes

Agency Satisfaction

Please rate the following statements in relation to the corporation's satisfaction with the safety codes services provided by their contracted agency or agencies.

		Very Satisfied	Satisfied	Dissatisfied	Very Dissatisfied
a.	Overall satisfaction.		Yes		
b.	Delivery of permit services.		Yes		
c.	Delivery of inspection services.		Yes		
d.	Timeliness and responsiveness of service delivery.		Yes		
e.	Competency and knowledge of SCOs.		Yes		
f.	Actions taken to improve the delivery of safety codes services.		Yes		
g.	Actions taken to promote compliance to the Safety Codes Act, its regulations and the codes and standards in force in Alberta.		Yes		

Technical Service Delivery Standards File Review Instructions

- Complete a review of one (1) closed permit file in each of the disciplines covered by the accreditation (i.e. building, electrical, gas, and plumbing)
- Files closed in the fire discipline **do not have** to be reviewed.
- An organization accredited in all disciplines will complete a maximum of four (4) file reviews.
- If a permit file was not closed in a discipline in the year which the AIR applies, a file review **is not required**.

File Information

Discipline: Building Permit Issue Date: 2020-10-08 Permit Closure Date: 2021-08-13

Issuing Organization: Summer Village of Nakamun Park

Permit Issuer: Maureen Berard

DOP Number: D8517

Inspecting Organization: Superior Safety Codes Inc.

Inspecting SCO: Ron Matiejewski

DOP Number: D4811

Discipline: Private Sewage Permit Issue Date: 2021-06-22 Permit Closure Date: 2021-06-29

Issuing Organization: Summer Village of Nakamun Park

Permit Issuer: Brian Cherneske

DOP Number: P10108

Inspecting Organization: Superior Safety Codes Inc.

Inspecting SCO: Brian Cherneske

DOP Number: D5455

Discipline: Electrical Permit Issue Date: 2021-04-14 Permit Closure Date: 2021-06-28

Issuing Organization: Summer Village of Nakamun Park

Permit Issuer: J Corbett

DOP Number: P10108

Inspecting Organization: Superior Safety Codes Inc.

Inspecting SCO: Gerald Ives

DOP Number: D5724

Discipline: Plumbing Permit Issue Date: Permit Closure Date:

Issuing Organization:

Permit Issuer:

DOP Number:

Inspecting Organization:

Inspecting SCO:

DOP Number:

Handwritten signature
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Discipline: Gas

Permit Issue Date: 2021-09-28

Permit Closure Date: 2021-11-05

Issuing Organization: Summer Village of Nakamun Park

Permit Issuer: J Corbett

DOP Number: P10108

Inspecting Organization: Superior Safety Codes Inc.

Inspecting SCO: Brian Cherneske

DOP Number: D5455

File Review

Building	a.	Construction Document Review	
		Was a construction document review required?	No
		If yes, Please verify the following	
	i.	Plans were reviewed as prescribed in the municipality's QMP.	
	ii.	Professional involvement occurred as required in the municipality's QMP.	
	iii.	Plans were reviewed and approved by an SCO with the proper certification.	
		Note: Seek the assistance of an SCO to answer questions i and ii if necessary.	
	b.	Permit Issuance	
		Please verify the following:	
	i.	The permit is compliant with the section 21 and 22 of the Permit Regulation	Yes
	ii.	The permit was approved and signed by a Permit Issuer with the proper designation.	Yes
	iii.	The permit was issued in compliance with the Permit Regulation and the approved QMP.	Yes
	iv.	The permit was monitored in compliance with section 20 or 25 of the Permit Regulation, whichever is applicable.	Yes
	c.	Orders	
	i.	Was an order issued?	No
	ii.	If yes, the order is registered with the Council.	
	d.	Variances	
	i.	Was a variance issued?	No
	ii.	If yes, the variance is registered with the Council.	
	e.	Inspections and File Closure	
		Please verify the following:	
	i.	Inspections completed within the prescribed time frame.	Yes
	ii.	The mandatory minimum number of inspections required by the municipality's QMP were completed	Yes
iii.	The inspection reports describe the "work in place" at the time of inspection	Yes	
iv.	An SCO with the proper certification and designation completed the inspections.	Yes	
v.	The permit was not closed with an unsafe condition.	Yes	
vi.	Did the inspections identify deficiencies?	Yes	
1.	Were the deficiencies resolved prior to permit closure?	Yes	
2.	Were the deficiencies an unsafe conditions?	No	
3.	Was a verification of compliance accepted?	Yes	
Electrical	a.	Construction Document Review	
		Was a construction document review required?	No
		If yes, Please verify the following	
	i.	Plans were reviewed as prescribed in the municipality's QMP.	
	ii.	Professional involvement occurred as required in the municipality's QMP.	
	iii.	Plans were reviewed and approved by an SCO with the proper certification.	
		Note: Seek the assistance of an SCO to answer questions i and ii if necessary.	
	b.	Permit Issuance	
		Please verify the following:	
	i.	The permit is compliant with the section 21 and 22 of the Permit Regulation	Yes
	ii.	The permit was approved and signed by a Permit Issuer with the proper designation.	Yes

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Electrical	iii.	The permit was issued in compliance with the Permit Regulation and the approved QMP.	Yes	
	iv.	The permit was monitored in compliance with section 20 or 25 of the Permit Regulation, whichever is applicable.	Yes	
	c.	Orders		
	i.	Was an order issued?	No	
	ii.	If yes, the order is registered with the Council.		
	d.	Variances		
	i.	Was a variance issued?	No	
	ii.	If yes, the variance is registered with the Council.		
	e.	Inspections and File Closure		
		Please verify the following:		
	i.	Inspections completed within the prescribed time frame.	Yes	
	ii.	The mandatory minimum number of inspections required by the municipality's QMP were completed	Yes	
	iii.	The inspection reports describe the "work in place" at the time of inspection	Yes	
	iv.	An SCO with the proper certification and designation completed the inspections.	Yes	
	v.	The permit was not closed with an unsafe condition.	Yes	
	vi.	Did the inspections identify deficiencies?	No	
	1.	Were the deficiencies resolved prior to permit closure?		
	2.	Were the deficiencies an unsafe conditions?		
	3.	Was a verification of compliance accepted?		
	Gas	a.	Construction Document Review	
			Was a construction document review required?	No
			If yes, Please verify the following	
		i.	Plans were reviewed as prescribed in the municipality's QMP.	
		ii.	Professional involvement occurred as required in the municipality's QMP.	
		iii.	Plans were reviewed and approved by an SCO with the proper certification.	
			Note: Seek the assistance of an SCO to answer questions i and ii if necessary.	
		b.	Permit Issuance	
			Please verify the following:	
		i.	The permit is compliant with the section 21 and 22 of the Permit Regulation	Yes
		ii.	The permit was approved and signed by a Permit Issuer with the proper designation.	Yes
		iii.	The permit was issued in compliance with the Permit Regulation and the approved QMP.	Yes
		iv.	The permit was monitored in compliance with section 20 or 25 of the Permit Regulation, whichever is applicable.	Yes
		c.	Orders	
i.		Was an order issued?	No	
ii.		If yes, the order is registered with the Council.		
d.		Variances		
i.		Was a variance issued?	No	
ii.		If yes, the variance is registered with the Council.		
e.		Inspections and File Closure		
		Please verify the following:		
i.		Inspections completed within the prescribed time frame.	Yes	
ii.		The mandatory minimum number of inspections required by the municipality's QMP were completed	Yes	
iii.		The inspection reports describe the "work in place" at the time of inspection	Yes	
iv.		An SCO with the proper certification and designation completed the inspections.	Yes	
v.		The permit was not closed with an unsafe condition.	Yes	
vi.		Did the inspections identify deficiencies?	No	
1.		Were the deficiencies resolved prior to permit closure?		
2.		Were the deficiencies an unsafe conditions?		

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Gas	3.	Was a verification of compliance accepted?	
	Plumbing	a.	Construction Document Review
		Was a construction document review required?	
		If yes, Please verify the following	
i.		Plans were reviewed as prescribed in the municipality's QMP.	
ii.		Professional involvement occurred as required in the municipality's QMP.	
iii.		Plans were reviewed and approved by an SCO with the proper certification.	
		Note: Seek the assistance of an SCO to answer questions i and ii if necessary.	
b.		Permit Issuance	
		Please verify the following:	
i.		The permit is compliant with the section 21 and 22 of the Permit Regulation	
ii.		The permit was approved and signed by a Permit Issuer with the proper designation.	
iii.		The permit was issued in compliance with the Permit Regulation and the approved QMP.	
iv.		The permit was monitored in compliance with section 20 or 25 of the Permit Regulation, whichever is applicable.	
c.		Orders	
i.		Was an order issued?	
ii.		If yes, the order is registered with the Council.	
d.		Variances	
i.		Was a variance issued?	
ii.		If yes, the variance is registered with the Council.	
e.		Inspections and File Closure	
		Please verify the following:	
i.		Inspections completed within the prescribed time frame.	
ii.		The mandatory minimum number of inspections required by the municipality's QMP were completed	
iii.	The inspection reports describe the "work in place" at the time of inspection		
iv.	An SCO with the proper certification and designation completed the inspections.		
v.	The permit was not closed with an unsafe condition.		
vi.	Did the inspections identify deficiencies?		
1.	Were the deficiencies resolved prior to permit closure?		
2.	Were the deficiencies an unsafe conditions?		
3.	Was a verification of compliance accepted?		
Private Sewage	a.	Construction Document Review	
		Was a construction document review required?	No
		If yes, Please verify the following	
	i.	Plans were reviewed as prescribed in the municipality's QMP.	
	ii.	Professional involvement occurred as required in the municipality's QMP.	
	iii.	Plans were reviewed and approved by an SCO with the proper certification.	
		Note: Seek the assistance of an SCO to answer questions i and ii if necessary.	
	b.	Permit Issuance	
		Please verify the following:	
	i.	The permit is compliant with the section 21 and 22 of the Permit Regulation	Yes
	ii.	The permit was approved and signed by a Permit Issuer with the proper designation.	Yes
	iii.	The permit was issued in compliance with the Permit Regulation and the approved QMP.	Yes
	iv.	The permit was monitored in compliance with section 20 or 25 of the Permit Regulation, whichever is applicable.	Yes
	c.	Orders	
	i.	Was an order issued?	No
	ii.	If yes, the order is registered with the Council.	
d.	Variances		

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Private Sewage	i.	Was a variance issued?	No
	ii.	If yes, the variance is registered with the Council.	
	e.	Inspections and File Closure	
		Please verify the following:	
	i.	Inspections completed within the prescribed time frame.	Yes
	ii.	The mandatory minimum number of inspections required by the municipality's QMP were completed	Yes
	iii.	The inspection reports describe the "work in place" at the time of inspection	Yes
	iv.	An SCO with the proper certification and designation completed the inspections.	Yes
	v.	The permit was not closed with an unsafe condition.	Yes
	vi.	Did the inspections identify deficiencies?	No
	1.	Were the deficiencies resolved prior to permit closure?	
	2.	Were the deficiencies an unsafe conditions?	
	3.	Was a verification of compliance accepted?	

Annual Internal Review Findings

Use the results of the File Review and any other information to answer the following questions

1. Are there any notable issues with respect to the accreditation that was discovered through the completion of the Annual Internal Review?

No notable issues with respect to Accreditation was noted.

2. Any other general comments, concerns or issues the municipality would like to raise with the Administrator and council in regards to its accreditation or operation of the safety codes system.

The Summer Village of Nakamun Park continues to strive to improve our Safety Codes processes and delivery program on an ongoing basis.

Municipal Acknowledgement and Signature

Signature: Victoria Message

Date: 2022-03-15

Job Title: QMP Manager

Note: This information is being collected for the purpose of administering and monitoring organizations accredited under the Safety Codes Act. The information collected will be managed in compliance with section 33,39 and 40 of the Freedom of Information and Protection of Privacy Act, section 63 of the Safety Codes Act, and in accordance with the policies, practices and procedures of the Safety Codes Council. Questions about the collection and use of this information can be directed to the Safety Codes Council at 780-413-0099, or toll-free at 1-888-413-0099.

For Safety Council Use Only

Administrator of Accreditation Review and Approval

Signature: 

Date: 2022-03-30

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