

SUMMER VILLAGE OF NAKAMUN PARK

AGENDA

Wednesday July 20th, 2022 – at The Onoway Heritage Centre Board Room- 2:00 P.M.

1. Call to order:
2. Agenda: a) Wednesday July 20th, 2022 Regular Council Meeting
3. Minutes: (1-4) a) Wednesday June 22nd, 2022 Regular Council Meeting
b)
4. Appointment: a)
5. Bylaws/Policies: a)
b)
6. Business: a) Annual Information Meeting 2022, Council Planning Discussion –
(5-6) with the AIM scheduled for this Saturday (July 23rd, 2022) council may want to give some last minute considerations to the agenda and other related matters (events, organizing, set-up, etc.). RFD – 2022-15 is attached for background and recommendations.

b) (7-11) Public Works – Equipment Purchase(s), Mower and Sweeper – RFD-2022-16 is attached for background and recommendations

c) (12-14) Land Use Bylaw 2022-4, Introduction and First Reading – RFD-2022-17 is attached for review and consideration. If first reading is given, as presented or with amendments, we need to also set a date for public hearing, etc. A copy of the draft bylaw will be circulated at meeting time.

d) Other
e) Other
7. Financial a) Income and Expense Report – June 30th, 2022 (will be circulated at meeting time)
8. Councillor Reports a) Mayor
b) Deputy Mayor
c) Councillor
9. Administration Reports a) CAO
 - a. LUB Meetings, Survey Items
 - b. Tax Payments and Issues with Land Titles Changes
 - c. Pilgrimage and Papal Visit
 - d. Ditch Work (Survey and Plans, Next Steps)
 - e. WILD Water, Rich Valley Station Commissioning

SUMMER VILLAGE OF NAKAMUN PARK

AGENDA

Wednesday July 20th, 2022 – at The Oneway Heritage Centre Board Room- 2:00 P.M.

- f. Enforcements and next steps
- g. Capital Funding Sharing with County
- h. Concerns with ABMunis/ASVA interpretation of LGFF Formula

10. Information and Correspondence

(15-16)

- a) June 23rd, 2022 Update on MSI Capital Program Guidelines

11. Closed Meeting

- a) N/A

12. Next Meeting Date

- a) Schedule the next regular council meeting for August 17th, 2022

13. Adjournment

Upcoming Meetings:

July 23rd, 2022 – Annual Info Meeting

August 17th, 2022 – Regular Meeting

September 21st, 2022 – Regular Meeting

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY June 22nd, 2022 AT 2:00 P.M. AT THE ONOWAY HERITAGE 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 2:00 p.m.
2.	AGENDA 70 - 22	<p>MOVED by Deputy Mayor Kassian that the agenda for the Wednesday June 22nd, 2022 regular council meeting be approved with the following additions:</p> <p>6 (e) – Additional Comments, Questions and Replies to Land Use Bylaw Consolidated Draft, For Discussion</p> <p>6 (h) – Discussion on Snow Removal Procedure/Snow Piling and Clearing, For Discussion</p> <p>6 (i) – Discussion on Facilitating Residential Grass Cutting Through the Municipality, For a Fee, For Discussion.</p> <p>6 (j) – Discussion On MSI Funding Expirations and Collaboration of Regional Partnership Projects Going Forward.</p> <p style="text-align: right;">CARRIED.</p>
3.	MINUTES 71 - 22	<p>MOVED by Councillor Pederson that the minutes for the Wednesday May 18th, 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 72 - 22	<p>MOVED by Mayor Hanssen that Council accept the discussion on the June 13th, 2022 Regional Meeting as information.</p> <p style="text-align: right;">CARRIED.</p>

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY June 22nd, 2022 AT 2:00 P.M. AT THE ONOWAY HERITAGE CENTRE.

73 – 22		<p>MOVED by Councillor Pederson that Council approves the extension of the existing Franchise Agreement with Fortis Alberta for the prescribed additional 5 year term, expiring on September 30th, 2028, and that Administration be authorized to execute the renewal letter as provided.</p> <p style="text-align: right;">CARRIED.</p>
74 – 22		<p>MOVED by Mayor Hanssen that Council approves the request for a letter of no-objection for the property owners at 5609 Nakamun Drive, for the placement of a seasonal dock adjacent to municipal property MR9, for a period of one year, and directs Administration to prepare and execute the letter advising of same to the applicant.</p> <p style="text-align: right;">CARRIED.</p>
75 – 22		<p>MOVED by Deputy Mayor Kassian that Council direct administration to follow-up on the inspection and, if warranted, proceed with the necessary and permitted enforcement, including a Stop Order to remedy the condition of the property, on 5610 Nakamun Drive.</p> <p style="text-align: right;">CARRIED</p>
76 – 22		<p>MOVED by Mayor Hanssen that Council accept the discussion on the Land Use Bylaw, and direct administration to incorporate this discussion, along with any outstanding comments from the development department, into a new draft Land Use Bylaw for first reading at the July 2022 regular meeting.</p> <p style="text-align: right;">CARRIED.</p>
77 – 22		<p>MOVED by Deputy Mayor Kassian that Council, as a member partner to the protocols, accept as received the June 1st, 2022 Notice to Withdraw from the Ste. Anne Regional Municipalities Protocols, sent from Lac Ste. Anne County.</p> <p style="text-align: right;">CARRIED.</p>
78 – 22		<p>MOVED by Councillor Pederson pursuant to section 197(2) of the Municipal Government Act, Council close the meeting to the public at 3:57 p.m. to discuss the following item:</p> <p>Matters Relating to Service Provision and Contracts with Third Party Agents, Section 16, 17, and 19 of the FOIPP Act (Third Party Business Interests, Personal Privacy, and Public Safety).</p> <p style="text-align: right;">CARRIED.</p>
Recess (3:57pm – 3:58pm)		<p>The meeting recessed from 3:57 p.m. to 3:58 p.m. to allow the public time to exit and doors to be closed.</p> <p>The following individuals attended the closed session meeting: Marge Hanssen Harry Kassian Keith Pederson Dwight Moskalyk</p>

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY June 22nd, 2022 AT 2:00 P.M. AT THE ONOWAY HERITAGE CENTRE.

	<p>Recess (4:03pm – 4:05pm)</p> <p>79 – 22</p> <p>80 – 22</p> <p>81 – 22</p> <p>82 - 22</p>	<p>The meeting recessed from 4:03 p.m. to 4:05 p.m. to allow the public time to return to the meeting.</p> <p>MOVED by Deputy Mayor Kassian that the Council return to a public meeting at 4:05 p.m. CARRIED.</p> <p>MOVED by Mayor Hanssen that Council accept the discussion on Snow Removal Procedure and alternative snow piling options as information, and direct Administration to have this discussion with public works for the 2022-23 season. CARRIED.</p> <p>MOVED by Mayor Hanssen that Council accept the discussion on a municipal grass cutting service for residential properties as information. CARRIED.</p> <p>MOVED by Councillor Pederson that Council direct administration to open negotiations with Lac Ste. Anne County to facilitate, as a standing budgetary item, a regional cost sharing mechanism between our two municipalities such that Nakamun Park offers to commit:</p> <ul style="list-style-type: none"> - up to 20% of its annual MSI (or equivalent) capital funding allocation, to a maximum of \$10,000 per annum, to regional capital investments within Division 2 of Lac Ste. Anne County, -where MSI funds are set to expire and cannot be used by the Summer Village, the entire amount in jeopardy be committed to a Division 2 capital investment, - and allocation contingent on Lac Ste. Anne County providing an application for an approved project for review by the municipality prior to release of funds. <p>AND THAT, the Summer Village of Nakamun Park request that a discussion on the MSI Funding Expiration be added to the SVLSACE meeting agenda for June 25th, 2022. CARRIED.</p>
7.	FINANCIAL	N/A
8.	COUNCIL REPORTS 83 - 22	<p>MOVED by Councillor Pederson that Council accept the Council Reports for information, as presented. CARRIED.</p>
9.	ADMINISTRATION /PUBLIC WORKS REPORTS 84 - 22	<p>MOVED by Mayor Hanssen that Council accept the Administration and Public Works reports for information, as presented.</p>

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY June 22nd, 2022 AT 2:00 P.M. AT THE ONOWAY HERITAGE CENTRE.

		CARRIED.
10.	INFORMATION / CORRESPONDENCE 85 - 22	<p>MOVED by Councillor Pederson that the following information and correspondence items be accepted as information:</p> <p>a) Alberta Municipalities, May 31st 2022 Letter to ASVA Board of Directors Re: Local Government Fiscal Framework.</p> <p>b) Summer Village of Nakamun Park - June 14th, 2022 letter of response to resident re: high taxes concern. Administration does not usually share responses of this nature, but there are some elements of this particular response that are (I feel) worth noting as public information (i.e. the mill rate comparison). Administration's redacted response is attached.</p> <p style="text-align: right;">CARRIED.</p>
11.	CLOSED MEETING	See Item 6 (g), above.
12.	NEXT MEETING 86 - 22	<p>MOVED by Mayor Hanssen that the next regularly scheduled meeting be held on Wednesday July 20th, 2022 at 2:00 p.m.</p> <p style="text-align: right;">CARRIED.</p>
13.	ADJOURNMENT	Mayor Hanssen declared the meeting adjourned at 5:03p.m.

Mayor Marge Hanssen

Chief Administrative Officer Dwight Moskalyk

④



Summer Village of Nakamun Park Request For Decision - (RFD) 2022-15

Meeting:	Regular Council
Meeting Date:	July 20th, 2022
Originated By:	Dwight Moskalyk, Chief Administrative Officer
Title:	Annual Information Meeting 2022, Agenda and Planning
Agenda Item Number:	6(a) – Business

BACKGROUND/PROPOSAL:

Council hosts an annual information meeting with the community. This is not a formal council meeting but rather a public engagement opportunity in the community, with a less formal feel and no authority to make decisions at (this is not a formal council meeting). This is a time to update residents on internal and external developments from a municipal perspective, as well as invite public comment on the matters foremost in their minds as residents and ratepayers.

Council usually hosts this meeting in July, and the 2022 meetings was previously established as July 23rd, 2022, in the Summer Village of Nakamun Park.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Just to help focus the discussion, I am suggesting we give some consideration to the following:

- 1) Final Planning Details:
 - a. Location/Tent or Shop Set-Up
 - b. Snacks and Coffee (Doughnuts – yes; do we want coffee? (last time we thought not).
 - c. Events in the afternoon, any confirmations, payments, notices that we need to do yes?
 - d. Any ground maintenance or signage that needs to be installed before the event? Or other last minute housekeeping for Public Works to focus on?

- 2) Agenda (Working Draft):
 - a. Call to Order (10:00am)
 - b. Introductions (Council and Staff)
 - c. Opening Message from the Mayor (Decorum Rules, Agenda followed by Q and A)
 - d. Business Items:
 - i. Athabasca Watershed Council (Lake Health Presentation, if they can make it)
 - ii. Emergency Management (SVREMP Regional DEM or Deputy, if available) – Introductions to people and purpose, invitation for “block captains” expression of interest.
 - iii. Discussion on Public Works Projects – specifically ditching projects on Nakamun Drive East
 - iv. Discussion on Land Use Bylaw Drafting and Process, including survey and public hearing requirements.
 - v. Discussion on enforcements and untidy/unsightly? (or maybe we don’t want that have this here).



- vi. Update on WILD (Rich Valley Station to be completed in Fall 2022, just waiting on electronic components to finalize that schedule).
- vii. Discussion on changes to MSI funding, the new Local Government Fiscal Framework, and SVNPs proposal to LSAC re: Sharing Capital Funds for Regional Projects.
- viii. Discussion on current mooring and dock rules? Council's policy to issue letters of no objection attached to improved parcels and for only annual terms and the rational behind this?
- ix. Other
- x. Other
- xi. Other
- xii. Other
- xiii. Open Floor (Q and A)
- xiv. Thank You and Adjournment

COSTS/SOURCE OF FUNDING (if applicable)

N/A

RECOMMENDED ACTION:

- a) That Council accept the discussion of the 2022 AIM as information and adopts the proposed agenda, as presented or with amendments.

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

6



Summer Village of Nakamun Park Request For Decision - (RFD) 2022-16

Meeting:	Regular Council
Meeting Date:	July 20th, 2022
Originated By:	Dwight Moskalyk, Chief Administrative Officer
Title:	Public Works Equipment Purchases, Mower and Sweeper
Agenda Item Number:	6(b) – Business

BACKGROUND/PROPOSAL:

As part of the Capital Budget 2022, Council authorized a portion of grant funds to be allocated toward the replace of the mower (~25,000 maximum). Since then it has also become an item of discussion as to whether we should have a sweeper to remove gravel and debris from ditches after spring thaw; Deputy Mayor Kassian has done some investigating on this matter.

During the meeting I will circulate some options and pricing in more detail, but have summarized the material below.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The Mower:

Public Works Foreman, Larry, has done a great job of pricing out various options on the market, and certainly he has the best first hand knowledge of what we should be looking for. His priorities are something that is reliable and easy to maintain, with a horsepower range between 25 and 28HP (min) and a mower deck of not less than 60" (so slightly larger than the current mower).

Option 1) Elk Island Sales – Gravely Pro Turn 400 (PT 472) - \$17,900 (35 HP, 72-inch deck)

Option 2) Elk Island Sales – Gravely Apex 60 (991163) - \$8,495 (~~24~~ HP, 60-inch deck)

Option 3) 4 Seasons Equipment – Gravely Pro Turn (PT 260) - \$12,200 (27.5 HP, 60-inch deck)

Option 4) Parkland Equipment – Toro 6000 Series (72961) - \$26,918 (\$19,900) (31 HP, 60-inch deck)

Option 5) Martin Deerline – John Deere Z950R - \$20,399 (27 HP, 60-inch deck)

Option 6) Martin Deerline – John Deere Z994R - \$24,899 (25HP, 60-inch deck, Diesel)

Option 7) Martin Dearline – John Deere Z970R - \$22,299 (35 HP, 72-inch deck)

We will have a bit of a discussion on fuel type, fuel capacity (tank size).

Also, the John Deere models are all Pre-Order items, which isn't a big deal it just means we likely would not have the item in the field at all this year, depending on delivery. I say this isn't a big deal simply because we do not "need" a new mower, the current mower runs fine, but we are investing some of our "must spend" grant funds into a new purchase we know we will need to replace at some point anyway.

The Sweeper:

These are a bit hard to find, as Harry can attest to in his search. R-Jays (who the village has used often for these types or ancillary equipment purchases) has a Toro Sweeper, Model #38701, in stock and at a reasonable price (\$7,700 with a bit of room for municipal purchase discounts). I have attached a picture

7



of the machines for reference, as well as Harry's note/email. A push sweeper has the advantage of being more adaptable for the narrow, hard to reach ditches, but I'm not sure how practical it might be or how easy to use along the whole frontage? If it is practical, I am certainly game to add this to the shopping list, and maybe in the future we can discuss the option of either having Public works do the annual sweep, or renting/lending the machine out to resident to use it for their frontage as opposed to raking it by hand?

If we were to make both purchases, we have some options where we can stay within the approved budget from April, and some where Council may want to extend that approved budget a bit to allow for both purchases).

COSTS/SOURCE OF FUNDING (if applicable)

The equipment replacement was approved in the 2022 capital budget, and is to be covered entirely with grant funds. Both purchases mean the mandate for the grant programs and fit the criteria and are well within the balance of grants in reserve.

RECOMMENDED ACTION:

- a) That Council accept approved the purchase of _____ and _____ at a total cost not exceeding _____, and directs administration to amend the MSI Grant funding application on this matter to reflect same, where appropriate.

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

8

Date Tue, 05 Jul, 22 3:11:22PM
From Harry and Lora Kassian
kassian6@telus.net
To Dwight
ddm@kronprinzconsulting.ca
Subject Toro Power Broom

Good afternoon Dwwight. I made a visit to R-Jays this afternoon to inquire on a power broom to be used in the village to sweep the gravel out of our ditches.

They have one in stock at \$7700.00 (negotiable) because it is a municipal purchase.

It is a Toro Machine Model # 38701 If you look it up , the specifications are listed with a photo of the machine.

Check it out and contact me if you have any questions. We can talk to Larry, Marge and Keith about it as well.

Will wait to hear from you. Thanks, Harry

9

We Make Buying Technical Products Simple

Free Shipping on Blowers & Accessories When Purchased Together

Free Shipping on Blowers & Accessories*



Call 888-317-7669

Shop By Category

Deliver to T1X+T [Change Location](#)

Home / Shop by Brand / Toro / 38701



Hover to zoom



+2 View All

Toro All Season (Power Broom w/ Kohler 208cc Eng

Model: 38701



★★★★★ (0) V R

Sold Out

Sorry, this product is no available.



Chat with an Expert

Recommended Accessories



Features



Product Video Disclaimer: "PED is not responsible for any variances from the product in this video and the item you purchase. Please review all product specs prior to purchase."

A Brush For Every Season

- Ideal for commercial operation in all seasons
- Perfect for clearing light snow, debris and leaves



[Show All Features](#)

 [Chat with an Expert](#)



Summer Village of Nakamun Park Request For Decision - (RFD) 2022-17

Meeting:	Regular Council
Meeting Date:	July 20th, 2022
Originated By:	Dwight Moskalyk, Chief Administrative Officer
Title:	Land Use Bylaw 2022-4, First Reading
Agenda Item Number:	6(c) – Business

BACKGROUND/PROPOSAL:

Council has worked diligently to revamp the Land Use Bylaw over the past several months. This was initiated by an compliance matter noted in the MAP Review from 2020/21 which required the opening of the LUB for review, and Council saw the wisdom in investing additional time to addressing some other matters while the LUB was open – so as to save cost of multiple public hearings and other required steps.

Administration has taken the most recent version review by Council, made a few revisions for administrative purposes and to be consistent with the most recent revisions to various development legislation and regulations. Our final review was done on July 13th, 2022 and the draft is now ready for first reading.

If first reading is given, we need to also give consideration to the time and location of the public hearing and other methods of public participation (open houses and or the survey).

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

From the last version reviewed in council, LUB 2022-4 makes the following administrative revisions:

Section 2 – Purpose – Updated the wording, same general theme but even more modern language and order to the sub-sections.

Section 5 – Definitions

Accessory Building – modern language

Deck – Added some specific language for clarity (re: height regulations)

Development – Added the most modern language taken straight from the MGA for reference

Dwelling Unit – replaced with most current language

Home Occupation – Replaced with two definitions, one for Minor and one for Major

Yard, Rear – Added note on Lake Front, rear yard being the yard furthest from the lake.

Section 13 – a) added Grading Plan

b) added note to link the Fees and Charges Bylaw to the penalty for a permit fee issues after development is initiated.

Section 16 (b)(3) – removed reference to Council and maintained just MPC control to be consistent with the rest of the framework being recommended.

12



Section 20 – (a)(3) Section cross reference amendment (to Section 19)

Section 21 (f) – Removed “where letters” so the sentence reads correctly.

Section 26 Re-named back to Building Orientation etc. as the definition for building covers all development anyway

Section 27 (b) – Section cross reference amendment (to Section 33)

Section 29 (f) – added this back in (regulation of natural state during a development plan)

Section 30 (c) – Remove “Subject to Section 4.14(1),” and start sentence at “No person...”

Section 33 (a) - Replace the strict regulation (size of footprint) with a general reference to the Section 52 and 53 regulations so that we can break that out a bit easier given the two different sets of parameters.

(j) – Replace Section Cross reference with 52 and 53.

Section 42 (a)(3) – we didn’t change this but it needs to be discussed again.

Section 49 – Tony will provide an update to explain what was done here.

Section 52 – Add minimum site area, and maximum floor area of accessory buildings (1200 ft²).

Section 53 – Add minimum site area, and maximum floor area of accessory buildings (1800 ft²).

Section 57 – (b) Tony will provide update on best process for this and explain what we are recommending here.

General – removed all strike-outs from working drafts, added page numbers, prepared a new LUD map.

Subject to discussion, we are recommending that first reading be given and that the a public hearing be set for August 17th 2022 (next meeting date), although other options can exist as well depending on schedules (we will proceed with the survey, but still want to ensure we give as many people the chance to speak in person as possible so holding in the summer of early fall is recommended).

COSTS/SOURCE OF FUNDING (if applicable)

The cost of the LUB is part of the budget approved for 2022, with funds drawn from reserves. This includes costs of administration and contractors, rentals, public hearings, etc.

RECOMMENDED ACTION:

- a) That Council give Land Use Bylaw 2022-4 first reading, as presented or with amendments.

13



- b) That Council set a Public Hearing for Land Use Bylaw 2022-4 to be held on _____ at _____(time) in Onoway at the Onoway Heritage Centre (or another location), and that notice of same be mail to each property owner as sufficient notice of same, and posted on the website as appropriate.

- c) That Council direct administration to finalize and release the LUB Survey for the public in conjunction with the necessary mailouts and postings so that comment can be received on those specific items highlighted by Council.

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

14

Subject: [FWD: Updates to MSI Program Guidelines]

From: "Summer Village Office" <administration@wildwillowenterprises.com>

Date: Thu, Jun 23, 2022 2:21 pm

To: "Wendy Wildman" <wendy@wildwillowenterprises.com>, "Dwight Moskalyk" <ddm@kronprinzconsulting.ca>

Attach: MSI Capital Program Guidelines 2022.pdf

MSI Operating Program Guidelines 2022.pdf

Overview of Changes to the Municipal Sustainability Program Guidelines.pdf

FYI - official announcement on the MSI Funds

Heather Luhtala,

Asst. CAO

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

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

Phone: 587-873-5765

Fax: 780-967-0431

Website: www.wildwillowenterprises.com

Email: administration@wildwillowenterprises.com

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

Subject: Updates to MSI Program Guidelines

From: <MA.MSICapitalGrants@gov.ab.ca>

Date: Thu, June 23, 2022 2:54 pm

To: Wendy Wildman <administration@wildwillowenterprises.com>

I am pleased to advise the Municipal Sustainability Initiative (MSI) Capital and Operating Program Guidelines have been updated and are effective as of January 1, 2022. The guidelines are attached for your convenience but are also available at www.alberta.ca/municipal-sustainability-initiative.aspx.

Several administrative program changes are now in place to support the wind-down of the MSI program in 2023 and facilitate the transition to the Local Government Fiscal Framework (LGFF) in 2024.

I would like to draw your attention to the following key changes:

MSI Operating Guidelines

Section 6.2 Carrying Forward Funds

- The time limit to spend MSI operating funding will be strictly enforced when MSI ends in 2023/24. Municipalities are required to spend their 2023 MSI operating allocation, including credit items on/before December 31, 2023. MSI operating allocations, including credit items, not expended on/before December 31, 2024 must be returned to the Government of Alberta and the municipality will forfeit any unpaid allocations.

Section 8.1 Payments

- Allocation payments will only be issued to municipalities whose previous year Statement of Funding and Expenditures (SFE) reporting has been certified (rather than payment upon SFE submission).

Section 8.2 Statement of Funding and Expenditures (SFEs)

- Operating SFEs cannot be reset, regardless of the condition.

15

MSI Capital Guidelines

Section 6.2 Carrying Forward Funds

- The time limits to spend MSI capital funding will be strictly enforced when MSI ends in 2023/24. Municipalities who have not spent their 2007 to 2018 allocations, including credit items on or before December 31, 2023, will be required to return those funds to the Government of Alberta and/or if applicable, the municipality will forfeit any 2007 to 2018 unpaid allocations. In addition, any unspent or unpaid MSI allocations from 2019 and onward, will be carried over to the LGFF to ensure municipalities can continue to receive these funds for capital infrastructure projects.

Section 8 Application and Amendment Process

- Municipalities will not be able to submit any new MSI capital projects and/or MSI capital project amendments after December 31, 2023.

Section 8.4 Maximum Project Commitment Limit

- The maximum amount of MSI capital funding municipalities can commit to projects will be based on total MSI allocated to date (2007 to 2022), including credit items plus the estimated 2023 MSI funding allocation (rather than five times the current year allocation).

Section 10.1 Payments

- Capital payments will only be made in a single installment (rather than having the option of a 50 per cent payment).
- Allocation payments will only be issued to municipalities whose previous year SFE reporting has been certified (rather than payment upon SFE submission).
- Certified SFEs can only be reset to make corrections to project statuses or the amount of committed MSI funds. It is not permissible to reset an SFE to reverse an MSI expenditure for the purpose of replacing the MSI funding with an alternative funding source.

Additional information on each of these respective program changes is provided in the "Overview of Changes" attachment.

As per the Minister's recent correspondence, the ministry has initiated the engagement phase for the LGFF program design and funding formula. Please work with your associations to share your perspectives on the funding formula, and with your council and administration to share input to Municipal Affairs on the program design.

Should you have any questions regarding the MSI Capital or Operating Program Guidelines, please contact a MSI grant advisor toll-free by first dialing 310-0000, then 780-422-7125.

Sincerely,

Gary Sandberg
Acting Assistant Deputy Minister
Municipal Assessment and Grants