

SUMMER VILLAGE OF NAKAMUN PARK

AGENDA

Wednesday January 18th, 2023 – at Wildwillow Enterprises Inc. Main Office (2317 Township Road 545,
Lac Ste. Anne County, Alberta, T0E 1V0, East End Fire Hall of LSAC) - 2:00 P.M.

1. Call to order:
2. Agenda: a) Wednesday January 18th, 2022 Regular Council Meeting
3. Minutes: (1-4) a) Wednesday November 16th, 2022 Regular Council Meeting
b)
4. Appointment: a)
5. Bylaws/Policies: (5-8) a) Bylaw 2023-1 – Credit Card Authorization Bylaw for the Summer
Village of Nakamun Park – RFD 2023-1 is attached for background.
b)
6. Business: (9-10) a) FCSS Services 2023, Discussion – RFD-2023-2 is attached for
background and consideration.
(11-12) b) Onoway Public Library, Discussion on Funding Support Renewal
– RFD 2023-3 is attached for background and consideration.
(13-17) c) Brownlee LLP Conference 2023, February 16th, 2023 – RFD
2023-4 is attached for consideration.
d)
e)
7. Financial a) N/A
8. Councillor Reports
a) Mayor
b) Deputy Mayor
c) Councillor
9. Administration Reports
a) CAO
 - a. Drainage Easement Update – with Legal
 - b. Meeting with LSAC re: Road Project – Still TBD
 - c. Development Permit Reporting – Website Reporting
 - d. Summer Jobs Grant Application
 - e. SVREMP updates
 - f. WILD Water Updates (Rich Valley Truck Fill)
 - g. Audit Engagement 2023, Process
 - h.

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10. Information and Correspondence

- (18) a) Lac Ste. Anne Foundation – November 29th, 2022 confirmation of 2023 requisitions for Seniors Housing.
- (19-20) b) Alberta Precision Laboratories – Dec. 5th, 2022 memorandum regarding Community Lab Service Transition Plans.
- (21-24) c) Association of Summer Villages of Alberta, LGFF Notes – Dec. 15th, 2022 briefing notes to membership.
- (25) d) Highway 43 East Waste, Fees Notice – Dec. 13, 2022 Notice of Fee Increase for 2023.
- (26-31) e) SVREMP, Minutes of November 16th, 2022 Meeting
- (32) f) Town of Mayerthorpe – CPO Reports for December 2022.

11. Closed Meeting

- a) Legal Opinion, Land Use Bylaw Options – Section 27, Priviledged Information (from Legal Counsel).

12. Next Meeting Date

- a) Schedule the next regular council meeting for February 15th, 2023 (or alternate date).

13. Adjournment

Upcoming Meetings:

January 24th, 2023 – SV-REMP Meeting

February 15th, 2023 – Regular Council Meeting

February 25th, 2023 – SVLSACE Regular Meeting

March 15th, 2023 – Regular Council Meeting

April 19th, 2023 – 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 NOVEMBER 16th, 2022 AT 2:00 P.M. AT THE WILDWILLOW ENTERPRISES INC.MAIN OFFICE.

	PRESENT	<p>Mayor: Marge Hanssen Deputy Mayor: Keith Pederson Councillor: Harry Kassian</p> <p>Administration: Dwight Moskalyk, CAO (by Zoom) Wendy Wildman, Administration</p> <p>Appointments: Jason Madge, Director of Emergency Management</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 2:14 p.m.
2.	AGENDA 131 - 22	<p>MOVED by Councillor Kassian that the agenda for the Wednesday November 16th, 2022 regular council meeting be approved with the following additions:</p> <ul style="list-style-type: none"> i) Business Item 6(i) – Interim Operating Budget 2023 ii) Information Item (c) – Onoway Elementary School Playground Fundraiser <p style="text-align: right;">CARRIED.</p>
3.	MINUTES 132 - 22	<p>MOVED by Mayor Hanssen that the minutes for the Wednesday September 21st, 2022 Regular Meeting of council be approved as presented.</p> <p style="text-align: right;">CARRIED.</p>
4.	APPOINTMENT	Jason Madge, Director of Emergency Management, 2:30pm via Zoom - See after Motion 138 - 22
5.	BYLAW 133 – 22 134 – 22	<p>MOVED by Councillor Kassian that Bylaw 2022-7, an Annual Borrowing Bylaw for 2023, be given first reading as presented.</p> <p style="text-align: right;">CARRIED.</p> <p>MOVED by Mayor Hanssen that Bylaw 2022-7, an Annual Borrowing Bylaw for 2023, be given second reading as presented.</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 NOVEMBER 16th, 2022 AT 2:00 P.M. AT THE WILDWILLOW ENTERPRISES INC.MAIN OFFICE.

	<p>135 – 22</p> <p>136 - 22</p>	<p>MOVED by Deputy Mayor Pederson that Bylaw 2022-7, an Annual Borrowing Bylaw for 2023, receive unanimous consent to be given third and final reading as presented.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY.</p> <p>MOVED by Councillor Kassian that Bylaw 2022-7, an Annual Borrowing Bylaw for 2023, be given third and final reading as presented.</p> <p style="text-align: right;">CARRIED.</p>
<p>6. BUSINESS</p>	<p>137 - 22</p> <p>138 - 22</p> <p>Jason Madge Arrived via Zoom</p> <p>Jason Madge Exits</p> <p>139 – 22</p> <p>140 - 22</p> <p>141 – 22</p> <p>142 – 22</p> <p>143 – 22</p>	<p>MOVED by Deputy Mayor Pederson Council approves the Family and Community Support Services Agreements for 2023-2025, as presented, and authorized Administration to execute same.</p> <p style="text-align: right;">CARRIED.</p> <p>MOVED by Mayor Hanssen that Council defers a decision until further information on options for alternate FCSS Administration Services are presented regionally on Monday November 21st, 2022.</p> <p style="text-align: right;">CARRIED.</p> <p>Jason Madge Arrives – 2:28pm</p> <p>Jason Madge Leaves – 2:44pm</p> <p>MOVED by Mayor Hanssen that Council recommends refusal of the application by Masse Property Corp. (Nov. 2nd, 2022) for the siting of a Road Access from his referenced property onto Nakamun Drive West.</p> <p style="text-align: right;">CARRIED.</p> <p>MOVED by Deputy Mayor Pederson that Council authorize Administration to proceed with negotiations to conclude a drainage easement with 5553 Nakamun Drive, including engagement of legal counsel as needed.</p> <p style="text-align: right;">CARRIED.</p> <p>MOVED by Mayor Hanssen that Council establishes a FortisAlberta Franchise fee of 0% for 2023.</p> <p style="text-align: right;">CARRIED.</p> <p>MOVED by Councillor Kassian that Council approves a one-year Letter of No Objection to the property owners at 5607 Nakamun Drive to place a dock at MR9, pending final approval Alberta Environment and Parks.</p> <p style="text-align: right;">CARRIED.</p> <p>MOVED by Councillor Kassian that Council authorizes Mayor Hanssen and CAO Moskalyk to attend a meeting with Lac Ste. Anne County to discuss the ask and options for cost sharing the proposed RR21/22 rehabilitation project.</p>

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY NOVEMBER 16th, 2022 AT 2:00 P.M. AT THE WILDWILLOW ENTERPRISES INC.MAIN OFFICE.

	144 - 22	CARRIED. MOVED by Mayor Hanssen that Council responds to LSAC regarding joint use services indicating an interest in discussing: CPO and Animal Control FCSS Weed and Pest Control
	145 - 22	CARRIED. MOVED by Deputy Mayor Pederson that Council receives the 2021 Municipal Indicators report for the municipality as information.
	146 - 22	CARRIED. MOVED by Mayor Hanssen that the municipal office location be established as follows: Wildwillow Enterprises Inc. Main Office (2317 Township Road 545, Lac Ste. Anne County, Alberta, T0E 1V0, East End Fire Hall of LSAC).
	147 - 22	CARRIED. MOVED by Councillor Kassian that Council pass a 2023 Interim Operating Budget equal to one half of the approved 2022 operating budget, and that this 2023 Interim Budget cease to have force or effect upon the passing of the 2023 Operating and Capital Budget. CARRIED.
7.	FINANCIAL	N/A
8.	COUNCIL REPORTS 148 - 22	MOVED by Mayor Hanssen that Council accept the Council Reports for information, as presented. CARRIED.
9.	ADMINISTRATION /PUBLIC WORKS REPORTS 149 - 22	MOVED by Councillor Kassian that Council accept the Administration and Public Works reports for information, as presented. CARRIED.
10.	INFORMATION / CORRESPONDENCE 150 - 22	

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY NOVEMBER 16th, 2022 AT 2:00 P.M. AT THE WILDWILLOW ENTERPRISES INC.MAIN OFFICE.

		<p>MOVED by Deputy Mayor Pederson that the following information and correspondence items be accepted as information:</p> <ul style="list-style-type: none"> a) FortisAlberta – Sept. 29th, 2022 letter regarding proposed 2023 distribution rates. Administration builds these rate changes into the budget for next period. b) Town of Mayerthorpe – CPO Reports for September and October 2022. c) Onoway Elementary School Playground Fundraiser <p style="text-align: right;">CARRIED.</p>
11.	CLOSED MEETING	N/A
12.	NEXT MEETING 151 - 22	<p>MOVED by Mayor Hanssen that the next regularly scheduled meeting be held on Wednesday January 18th, 2023 at 2:00 p.m.</p> <p style="text-align: right;">CARRIED.</p>
13.	ADJOURNMENT	Mayor Hanssen declared the meeting adjourned at 3:47 p.m.

Mayor Marge Hanssen

Chief Administrative Officer Dwight Moskalyk

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Summer Village of Nakamun Park Request For Decision (RFD) 2023-1

Meeting:	Regular Council
Meeting Date:	January 18th, 2023
Originated By:	Dwight Moskalyk, Chief Administrative Officer
Title:	Credit Card Authorization Bylaw, Bylaw 2023-1
Agenda Item Number:	5(a) – Bylaws and Policies

BACKGROUND/PROPOSAL:

The municipality has long had a credit card in its arsenal of financial instruments. It is practical to have a credit card from an operating perspective (online purchases, registration costs for conferences and hotels, making purchases at locations where we do not have accounts set-up) and also from an emergency management perspective, should the need arise. Like many of our regional peers, the Summer Village of Nakamun Park has taken advantage of the AUMA/AMSC P-Card program to acquire our card; this gives us access to discounts and rewards through our membership in the AUMA (Alberta Municipalities) organization.

The P-Card we have is backed by the Bank of Montreal (BMO) as arranged and negotiated collectively by the financial services branch of Alberta Municipalities, known as AMSC – which also provides our municipal insurance services, for example. Our card carries a limit of \$5,000, which is on the low end of the spectrum – but is adequate for what we have needed to use it for in the past.

Although not common to do at the time the cards were originally acquired, the use of credit cards is technically a form of borrowing and as such should be arranged through a credit card bylaw. As such, Bylaw 2023-1 has been drafted for Council's consideration.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

A few discussion points/comments to consider:

The Limit: From Administration's perspective \$5,000 is a sufficient limit for anything we are likely to need in day-to-day operations, and I would not recommend increasing this limit. The possible exception to this would be for emergency response considerations where costs could conceivably get a bit higher (or much higher) – but there are other mechanism to pay for those costs if needed, and I do not think on the balance of odds that Administration carrying a significantly larger limit in the course of "business as usual" is worth the risk of misuse, theft, lost card and unauthorized purchases that could result. Not saying it would happen (I trust our Admin and PW staff) but this balance is always something we need to keep in mind.

The Provider: Although our main financial institution is ATB Financial, and we are very happy with their services, I am not recommending that we seek a credit card through ATB Financial. The service provided through ABmunis/AMSC is tailored to municipalities and gives us advantages specific to our industry, as well as market leading rates and rewards programs, negotiated collectively on our behalf (and advantage to membership).

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The Process: As council will recall, there are various mechanism for borrowing under the Act. In some cases, advertising is required for a borrowing bylaw, which in ultimately what this bylaw is referring to. However, this credit card bylaw is deemed to be a form of short-term borrowing (rather than long-term – debenture style borrowing) and as such we do not need advertising for this bylaw. In a practical sense, we are only “borrowing” (against our credit) when a purchase is made, and then we pay it off in the next billing cycle; in our minds, this means that any borrowing is actually well within the 3 year time frame, beyond which (3+ years) advertising is required.

COSTS/SOURCE OF FUNDING (if applicable)

There are no costs to passing the bylaw, any costs associated with the card itself (annual fees, etc.) are not new to the municipality (they have formed part of our operating budget for years). Any purchases made through the card follow the same purchasing guidelines as other payables – either approved as part of the annual budget, or on the direction of council for specific projects/activities/etc. – and are ultimately paid back through the normal channels so oversight remains in place.

RECOMMENDED ACTION:

1. That Council give all required readings to Bylaw 2023-1, as presented or with amendments, and authorize execution of the bylaw.

Initials show support – Reviewed By:	CAO: <i>D. Moskalyk</i>
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BYLAW 2023-1
BEING A BYLAW OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE
PROVINCE OF ALBERTA, FOR THE PURPOSE SPECIFIED IN SECTION
256 OF THE MUNICIPAL GOVERNMENT ACT

WHEREAS the Council of the Summer Village of Nakamun Park (hereinafter called the "Corporation") in the Province of Alberta, may make a credit card borrowing for the purpose of financing operating expenditures of the municipality, provided that the amount to be borrowed, together with the unpaid principal of other borrowings made for the purpose of financing operating expenditures, must not exceed the amount the municipality estimates will be raised in taxes in the year the borrowing is made.

AND WHEREAS further provides that a credit card borrowing bylaw does not have to be advertised if the term of the borrowing does not exceed 3 years.

NOW THEREFORE under the authority of the Municipal Government Act RSA 2000, Chpt. M-26, the Council of the Corporation as a Bylaw that:

PART 1: DEFINITIONS

- 1.1 "Act" means the Municipal Government Act, RSA 2000, Chpt. M-26;
- 1.2 "AMSC" means Alberta Municipal Services Corporation
- 1.3 "BMO" means the Bank of Montreal;
- 1.4 "Chief Administrative Officer" means the Chief Administrative Officer of the Summer Village of Nakamun Park;
- 1.5 "Mayor" means the chief elected official of the Summer Village of Nakamun Park;
- 1.6 "Corporation" means the municipality the Summer Village of Nakamun Park;
- 1.7 "PCard" means the BMO Mastercard

PART 2: BORROWING TERMS AND CONDITIONS

- 2.1 The Corporation may borrow from AMSC using the PCard to complete operating expenditures for convenience purposes and where required by suppliers.

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**BYLAW NO. 2023-1
SUMMER VILLAGE OF NAKAMUN PARK
Municipal Government Act RSA 2000 Chapter M-26
Section 256 Credit Card Borrowing Bylaw**

- 2.2 The Corporation may borrow, at maximum, \$5,000.00 (Five Thousand Dollars and 00/100 cents) from AMSC using the PCard.
- 2.3 The Corporation may borrow, at maximum, \$5,000.00 (Five Thousand Dollars and 00/100 cents) from AMSC using the PCard for a single purchase.
- 2.4 All sums borrowed under this bylaw shall be borrowed on the general credit and security of the Corporation.
- 2.5 All sums borrowed under this bylaw, including principal and interest, shall be due and payable in full monthly.
- 2.6 Any and all sums borrowed with the PCard to complete operating expenditures for convenience purposes and where required by suppliers will be at the Chief Administrative Officer's discretion.
- 2.7 The Chief Administrative Officer and the Mayor of the Corporation are hereby authorized to apply to AMSC and to obtain a PCard with a limit and conditions not exceeding the maximum amount this bylaw authorizes.
- 2.8 This Bylaw comes into force and has effect on the date of third and final reading.

READ a first time this 18th day of January, 2023.

READ a second time this 18th day of January, 2023.

UNANIMOUS CONSENT to proceed to third reading this 18th day of January, 2023.

READ a third and final time this 18th day of January, 2023.

SIGNED this 18th day of January, 2023.

WITNESS our hands and the seal of the Corporation this 18th day of January, 2023.

Mayor, Marge Hansen

Chief Administrative Officer, Dwight Moskalyk

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Summer Village of Nakamun Park Request For Decision (RFD) 2023-2

Meeting:	Regular Council
Meeting Date:	January 18th, 2023
Originated By:	Dwight Moskalyk, Chief Administrative Officer
Title:	FCSS Services Discussion
Agenda Item Number:	6(a) – Business

BACKGROUND/PROPOSAL:

Further to the discussion at the last meeting, this item is being reintroduced for further discussion and directions.

Council will recall that FCSS agreements with the province have been renewed, as directed. This gives the municipality access to an annual grant allocation for supporting local programs and services under the FCSS criteria. Traditionally, the municipality – along with the other summer villages and regional partners – has subcontracted the grant administration of these funds (the application process, payment mechanism, final reporting, and records management) to a larger regional partner. In the past we have partnered with Lac Ste. Anne County to provide this service, and more recently (and unless changed) through the Town of Onoway.

Recently, the Town of Onoway has undertaken some significant administrative restructuring, and a result of this has been some general regional frustration with the resulting lag in service delivery for FCSS delivery. This is frustrating to municipal partner administrations certainly, but more importantly it is detrimental to the community organizations that rely on those funds for service deliver. Of important note, although this file has been under review and revision since mid summer 2022, there was still no revised mechanism in place by December 2022 and many groups were either unable to get, or at risk of not getting, their approved holiday funding (think food banks, community Christmas initiatives, and holiday family and senior supports).

At last meeting, we had reported some of this frustration, though Nakamun was not directly impacted at the time. We have some general updates to report and discuss.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Since the last meeting, the Town continues to revamp their administrative mechanism. FCSS among other services are being reevaluated, and I expect many of the regional service partnership will be reduced or withdrawn in due course by this restructuring. There have also been troubling reports about the working relationship between the new organization in Onoway and various stakeholder groups. This uncertainly warrants our own review of our relationship to this partnership with FCSS. It may be best to give Onoway the space to hit the reset button.

As an alternative, Wildwillow has procured the services of our previous FCSS service agent as part of staff team. All of the other Wildwillow stakeholder municipalities have withdrawn their service agreements for FCSS from Onoway are they are now being administered internally, on the same terms as existed under the Onoway agreement – notably the authorized 15% administration fee covered through the grant mechanism (the same

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as was arranged in the Onoway agreement, and in the LSAC agreement before that). This same offer exists to Nakamun park, effective immediately, should you wish to follow suit.

Another alternative is approach LSAC for this service – however I expect it will be part of a larger Municipal Service package offering at some point so LSAC will be less likely to negotiate a 'one-off' in the interim.

COSTS/SOURCE OF FUNDING (if applicable)

FCSS funds to SVNP total ~\$3,066 per year. This has been the same basic amount for a decade or more, and forms part of the annual operating budget. The costs being discussed are not new costs, just a discussion on where we get the most return for the investment.

RECOMMENDED ACTION:

1. That Council withdraw from the FCSS partnership with the Town of Onoway effective immediately, and authorize administration to negotiate same or similar terms with Wildwillow Enterprises for the delivery of FCSS services as an amendment to the existing service agreement, with Shelley Vaughan as designated FCSS Administrator.

Initials show support – Reviewed By:	CAO: D. Moskalyk
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Summer Village of Nakamun Park Request For Decision (RFD) 2023-3

Meeting:	Regular Council
Meeting Date:	January 18th, 2023
Originated By:	Dwight Moskalyk, Chief Administrative Officer
Title:	Onoway Public Library, Annual Funding Discussion
Agenda Item Number:	6(b) – Business

BACKGROUND/PROPOSAL:

For several years SVNP has been in agreement (a three-year agreement) to provide an annual donation to the Onoway Public Library. This stems from a time when the OPL was in a very tough financial situation, and municipal partners came to the table to help restore some fiscal stability to this important regional service. The annual commitment from SVNP was for \$2,000/year, which was paid annually out of municipal reserves as part of the annual budget.

However, 2022 was the final year of the funding commitment made. Council will need to give some consideration to if they wish to renew, extend, or end, in whole or in part, the commitment. We usually discuss this during our spring budget deliberations, however in order to be courteous to the OPL and its partner organizations we should settle this matter now so that we can notify them and they can make any necessary arrangements in their own budget(s).

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Every indication is that the OPL is back on its feet and operating very well. The traditional services offer by the library are now supplemented with initiative community outreach and support services. The administrative and board structures of the library are in sync and focused on the future. It does not appear that they are in need of additional funding support at this time (not as a necessity), though I am sure they would make good use of any funds they did receive should Council wish to extend their support in some way.

As a note, \$2,000 represents ~ 1% of the annual operating budget, though because we have funded it through reserves there is no impact (directly) on the mill rate (taxes) if you keep, or change, this funding commitment. At last note, operating reserve account (not including the capital or unrestricted reserve) for the municipality are ~ \$38,000.

Although it is a bit unfair to make this assessment without reviewing the overall budget, Administration thinks it is likely a better option to terminate, or reduce the annual commitment at this time. We are going to be facing some tough choices in budget 2023/2024/2025 with continued pressure on grant funding levels, increases to other mandatory services, and discretionary local service levels being revaluated as well. Having said that, our Board representative of OPL (Mayor Hanssen) may have some additional ground level context to add to this discussion, and I am certainly happy to build a renewed commitment into the plan if council finds value in it.





COSTS/SOURCE OF FUNDING (if applicable)

If a commitment was renewed, it could be funded through reserves or added to the municipal operating budget through tax collection. This is entirely up to Council's discretion. If approved, we should talk about funding level, term of commitment, and ensuring that our seat as a representative is also protected as conditions of same, as they all have budget impacts as well.

RECOMMENDED ACTION:

1. That Council directs administration to notify the Onoway Public Library that the previously arranged three-year funding support agreement which terminated naturally on Dec. 31st, 2022 will not be renewed at this time; or,
2. That Council authorize a renewal of the funding agreement to Onoway Public Library, on same or similar terms as previously agreed to, at a funding level of _____/year, on a _____ year term, to be funded through municipal operating reserves as part of the annual budget.

Initials show support – Reviewed By:	CAO: <i>D. Moskalyk</i>
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Summer Village of Nakamun Park Request For Decision (RFD) 2023-4

Meeting:	Regular Council
Meeting Date:	January 18th, 2023
Originated By:	Dwight Moskalyk, Chief Administrative Officer
Title:	Brownlee LLP Conference, 2023
Agenda Item Number:	6(c) – Business

BACKGROUND/PROPOSAL:

Attached is the latest invitation to register for the referenced conference. Council usually sends some representation to the annual event, particularly to the Edmonton offering. The 2023 event in Edmonton is scheduled for February 16th, 2022 and can be attended virtually (limited spaces) or in person (at the Expo Centre). Registration is \$185/person in person (\$100/person virtually). Accommodations can also be arranged at a group rate if required.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The full range of topics is not yet released, but so far it looks like the discussion will include some cyber security topics and some land/development rights principles. The invitation with some detail is attached for further information, and the website (events tab) is updated as new information is produced.

Wildwillow will be sending some staff to the conference this year, so this consideration is purely for if any councillors would like to attend.

COSTS/SOURCE OF FUNDING (if applicable)

This is part of the normal council budget for the year, so if approved it would be applied to that function of the Annual Operating Budget.

RECOMMENDED ACTION:

1. That Council authorize attendance of all council at the 2023 Brownlee LLP Emerging Trends in Municipal Law Seminar on February 16th, 2023 in Edmonton, either in person, or, if still available, virtually at each councillor's preference.

Initials show support – Reviewed By:	CAO: <i>D. Moskalyk</i>
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Date Thu, 12 Jan, 23 12:31:57PM
From Rosso, Julia
jrosso@brownleelaw.com
To ddm@kronprinzconsulting.ca
ddm@kronprinzconsulting.ca
Subject Last chance to register for the Emerging Trends online session!



Dear Dwight,

Our virtual session is almost full! Get your tickets today.

Attendees can still register for the in-person session in [Calgary on February 9th](#) or [Edmonton on February 16th](#).

Topics this year will focus on a variety of complex issues relevant to municipalities across the province, including;

- **Man the Ship - cybersecurity breaches in the public sector making waves**

In recent years, there have been an increase in the frequency of ransomware attacks, including that of public bodies who hold valuable personal information of its ratepayers, utility account holders and employees. In this brief session, we will discuss what cybersecurity insurance is, how it can benefit your

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municipality, what to do when you experience an attack or breach, and what are your legislative obligations to responding to such a situation.

- **Constructive Takings: The Impact of *Annapolis* on Municipal Authority to Regulate Land**

The Supreme Court of Canada Redefines the Law of Constructive Taking (“De facto Expropriation”) in Canada

This presentation will provide an overview and discussion regarding the recent Supreme Court of Canada decision in *Annapolis Group Inc. v. Halifax Regional Municipality*, 2022 SCC 36.

In this highly anticipated 5-4 decision, the Supreme Court of Canada provided further direction on the circumstances in which government regulation of land may amount to a constructive taking of private property. Some consider this decision to be an unreasonable expansion of the law related to constructive takings and predict that as a result, municipal zoning decisions will now have greater exposure to compensation claims.

In this presentation, we will provide a summary of the current law of constructive taking in Canada and the potential impacts that the Court’s comments in *Annapolis* may have on municipal planning and regulation decisions going forward.

Event Details

Calgary	Edmonton
<p><u>Date:</u> Thursday, February 9, 2023</p> <p><u>Time:</u> 8:30 a.m. – 3:30 p.m.</p> <p>(Reception to follow)</p> <p><u>Location:</u> Best Western Premier Calgary Plaza Hotel & Conference Centre</p> <p><u>Address:</u> 1316 - 33 St. NE, Calgary</p>	<p><u>Date:</u> Thursday, February 16, 2023</p> <p><u>Time:</u> 8:30 a.m. – 3:30 p.m.</p> <p>(Reception to follow)</p> <p><u>Location:</u> Edmonton Expo Centre</p> <p><u>Address:</u> 7515 - 118 Ave. NW, Edmonton</p>
<p><u>REGISTER</u></p> <p><u>Feb. 9, 2023</u></p>	<p><u>REGISTER</u></p> <p><u>Feb. 16, 2023</u></p>

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In-Person Admission: \$185 + GST

Virtual Admission: \$100 + GST

Hotel Booking Information

Calgary

Hotel: Best Western Premier Calgary Plaza Hotel & Conference Centre

Address: 1316 - 33 St. NE, Calgary

Please call or email the hotel to check for room availability.

Phone: (403) 248-8888

Email: res@calgaryplaza.com

Edmonton

Hotel: Sandman Signature Edmonton Downtown

Address: 10235 – 101 St. NW, Edmonton

To book a room before January 30, 2023, call (780) 428-7111, email reservations@sandman.ca or [book a room online](#) and provide the following information:

Block Code: EMERGING2023

If you have any questions, please contact me at jrosso@brownleelaw.com.

This event is by invitation only.

We hope you can join us!
Brownlee LLP

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Lac Ste. Anne
Foundation

November 29, 2022

Summer Village of Nakamun Park
PO Box 1250
Onoway, Alberta
T0E 1V0

Attention: Dwight Moskalyk, Chief Administrative Officer

RE: 2023 Municipal Requisition

Dear Dwight;

Please accept this letter as formal communication regarding the approved 2023 Municipal Requisition amounts for your Community.

As per the Lac Ste. Anne Foundation Municipal Requisition Policy;

The municipalities for which the organization provides supportive living accommodation shall be requisitioned annually based on the current year's approved budget. The total requisition shall be shared on the basis of the proportion that a municipality's equalized assessment bears to the total of the equalized assessments of all the municipalities to be requisitioned. Payments shall be made in quarterly installments the 1st banking day of January, April, July and October. Contributing Municipalities with total requisition in the annual amount less than \$20,000 shall pay on the 1st banking day of July.

Your total requisition amount is **\$7,835.86** based on the 2023 Provincial Equalized Assessment Report and will be invoiced for payment July 1, 2023.

Thank you for your ongoing support of the Lac Ste. Anne Foundation and its seniors.

If you have any questions or concerns, please contact me at 780-786-3167.

Yours truly,

Dena Krysik
Chief Administrative Officer

ADMINISTRATION
OFFICE
4407 42A Avenue
Box 299
Mayerthorpe, AB
T0E 1N0
Phone: 780-786-3100
Fax: 780-786-4810

PLEASANT VIEW
LODGE
4407 42A Avenue
Box 299
Mayerthorpe, AB
T0E 1N0
Phone: 780-786-2393
Fax: 780-786-4810

SPRUCEVIEW
LODGE & HEIGHTS
12 Sunset Boulevard
Whitecourt, AB T7S 1S9
Phone: 780-778-5530
Fax: 780-778-5215

CHATEAU LAC STE.
ANNE
5129-49 Ave
Onoway, AB T0E 1V0
Phone: 780-967-0475
Fax: 780-967-0470

SUPPORTIVE HOUSING
SERVICES
4503-52 Ave
Whitecourt, AB T7S 1M4
Phone: 780-778-3623
Fax: 780-786-4810

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DATE:	December 5, 2022
TO:	Municipal Partners and MLA's
FROM:	Tammy Hofer, Chief Operating Officer, Alberta Precision Laboratories Dr. Carolyn O'Hara, Interim Chief Medical Laboratory Officer, Alberta Precision Laboratories
RE:	Community Lab Services Transition

Today, community lab services in larger urban centres in the North, Edmonton, Central and Calgary Zones of the province have transitioned from Alberta Precision Laboratories to DynaLIFE Medical Labs.

In addition, DynaLIFE labs are now testing specimens from hospitals throughout the province.

This is the first of three phases of the provincial transition that will improve lab services for Albertans and create savings that will be reinvested into other healthcare services.

About two-thirds of provincial lab work, or 50 million tests per year, is generated from the community and will be delivered by DynaLIFE under contract to AHS. The contract includes operating community labs and mobile collection facilities in urban centres and large rural communities who have more than 25,000 patient visits per year.

APL in-hospital laboratories will continue to serve patients who have a requisition generated at a hospital or urgent care site, either through inpatient, emergency or ambulatory clinics. Hospital labs in rural areas that do not have a stand-alone community lab will also continue to serve rural community clients.

DynaLIFE has built and is continuing to develop additional capacity in Calgary and Edmonton, which will enable increased volume of tests to be processed every day. New community labs are also opening in several communities across the province

Albertans will see an improvement to the online appointment booking system with the launch of the new Q.Me centralized online appointment system that is mobile friendly and provides additional options for Albertans accessing lab services. This includes options for pre-booked or same day appointments using "Save My Place", a queue management feature that informs patients when their appointment time is becoming available. Albertans can book appointments online at qme.dynalife.ca, can call the DynaLIFE appointment booking line at 1-877-702-4486, or walk into a DynaLIFE lab.

South Zone community laboratory services in Brooks, Lethbridge and Medicine Hat will transition in Phase 2, beginning Feb. 28, 2023.

We appreciate your understanding through the lab transition process. If you are hearing anything in your community, or have any questions now or in the future, please feel free to reach out to us any time communications@albertaprecisionlabs.ca

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Alberta Precision Laboratories Memo

Fwd: /

CE Community Engagement ...

To: OC s.ca>

Mon 12/5/2022 2:41 PM

12
741

CE Community Engage...

Call [Email](#) [Comment](#) [LinkedIn](#) ...

Good aft

Please see the attached memo from Alberta Precision Laboratories.

Many thanks,

Community Engagement
Alberta Health Services



[AHS Advisory Councils](#)



Stay informed about key public health information and opportunities to engage with AHS. [Subscribe](#) to Community Engagement's bi-weekly e-newsletter, Together4Health Headlines.

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ASVA - LGFF Briefing Note (15dec22)

Summer Villages have changed.

Summer Villages are no longer just seasonal recreational communities operating for only a portion of the year, as they were many decades ago. The growth in permanent year-round dwellings has been phenomenal.

Today, Summer Villages are vibrant communities that have many residents living there year-round and with many more residents utilizing their lake home throughout the entire year. Summer Villages have become sustainable municipalities that are a well-respected, recognized level of government and stewards of our lakes.

Forty five percent of the Summer Villages are now similar in size to a regular Village. This change has driven the need for year-round infrastructure. Like all other municipalities, Summer Villages now require all-weather roads, water and waste water systems, municipal buildings, trail systems, and recreational facilities.

To ensure their long term viability and meet the needs and demands of their residents, Summer Villages are dependent on the base funding allocation under MSI and the future LGFF to provide that capital infrastructure.

The ASVA records show that the last increase in grant funding for Summer Villages came in 1957 when a Summer Village successfully advocated for an increase to the Municipal Assistance Grant. That success meant the Summer Village portion of that grant increased from 25% of what other municipalities got to 50% of what other municipalities got.

The ASVA LGFF proposal recognizes that Summer Villages have changed and, on average, the Summer Village Base Amount would increase from what it is today to 75 percent of what all other municipalities get.

The ASVA proposal for LGFF allocation factors provides support to municipalities that have more Tangible Capital Assets (TCA) to upgrade and maintain, less fiscal capacity to self fund capital additions, and those with a high reliance on base funding. It also uses Total Private Dwellings instead of Population to identify growth pressures and core infrastructure needs.

The amount of historical MSI funding related to Education Tax Requisition is removed and allocated between TCA and a municipality's fiscal capacity. This recommendation also increases the Base amount of funding to better support villages and summer villages; approximately 137 of 340 municipalities in Alberta.

Below is an update on President Mike Pashak's meeting with Minister Shulz as well as a Briefing Note on the LGFF. We encourage you to please share this with your members of council and/or include it in your next meeting agenda package. If you have any questions, please don't hesitate to send them my way.

ASVA President Mike Pashak met with Minister Rebecca Schulz, Municipal Affairs in December to discuss ASVA's submission on LGFF allocations and Base funding. The Minister had reviewed the ASVA submission and the discussion was productive. Mike felt that the Minister understood and recognized that Summer Villages have changed. Municipal Affairs has a difficult task in front of them as they have three submissions and no consensus from the three municipal associations on how to proceed. The Minister was not able to commit to a date for when the LGFF allocation factors would be complete but hoped to have it done in the first half of 2023.

Please use the information in the attached briefing note when having conversations with your local MLAs, other Ministers or even with Municipal Affairs employees. The key messages being that Summer Villages have changed:

- *we are no longer just seasonal recreational communities operating for only a portion of the year, as they were many decades ago.*
- *The growth in permanent year-round dwellings and residents has been phenomenal.*
- *Forty five percent of the Summer Villages are now similar in size to a regular Village based on the number of dwellings*

Deb Hamilton

Interim Executive Director
Association of Summer Villages of Alberta
780-236-5456
execdirector@asva.ca
www.asva.ca

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This proposal also includes unique and innovative method to allocate a portion of base funding between Summer Villages to better support the larger Summer Villages; those that are similar in size to a Village.

Knowing that change is difficult and getting buy-in from all municipalities for a new LGFF allocation formula will be even more difficult, the ASVA has proposed staying with familiar allocation factors and percent splits with some updates to the allocation factors that may better represent the drivers of infrastructure needs. The percentages proposed for the various factors do result in replicating the historical split in funding between the urban and rural municipalities.

Table 1 – ASVA Recommendations for weighting of LGFF allocations factors

ASVA Recommendation		
Allocation Factors	MSI Capital & BMTG	LGFF
Population	58%	-
Total Private Dwellings (note 1)	-	58%
Education Tax Requisition/Assessment	30%	-
Roads (KM of local roads)	12%	12%
Tangible Capital Assets (TCA)	-	15%
Own-Source Revenue to Assessment	-	15%
Base Amount - Standard	\$110K	\$125K
Base Amount - Summer Villages (note 2)	\$63K	\$94K

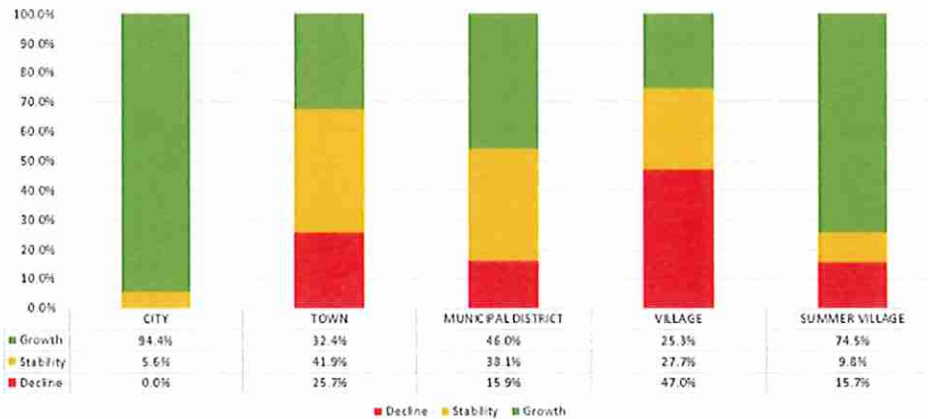
Note 1 – Total Private Dwellings is a Statistics Canada data point in their Census of Population.

Note 2 – The Base Amount for Summer Villages in the above table is 75 percent of the standard amount and represents the average amount per Summer Village. More specifically, all Summer Villages get a base amount of \$72K and then an additional \$150 per Private Dwelling.

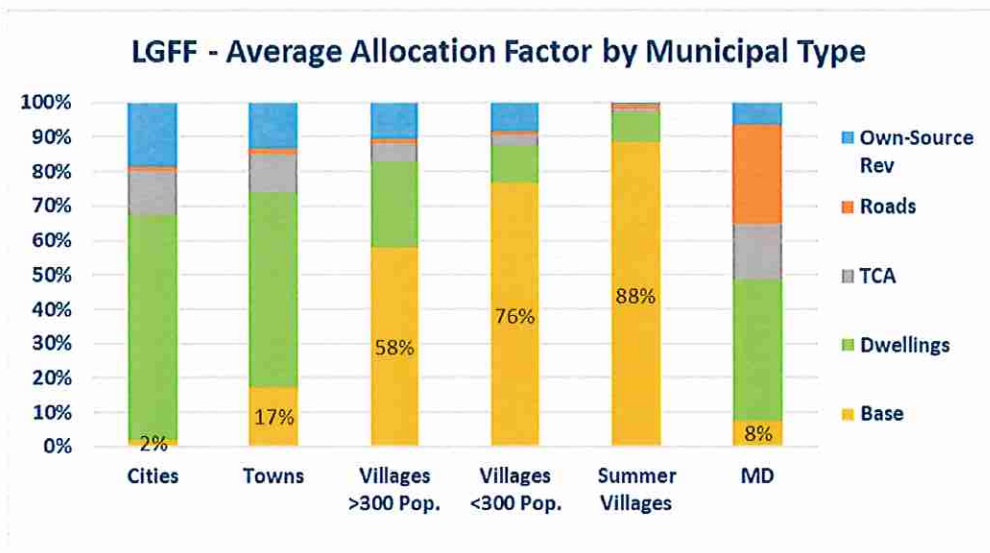
The following chart demonstrates how Summer Villages have changed and grown over the last decade. Summer Villages have experienced growth rates that are similar to Cities.

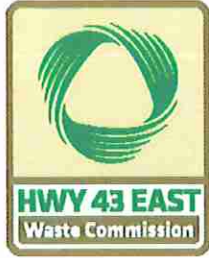
To review the full copy of the paper visit: <https://www.abmunis.ca/advocacy-resources/governance/future-municipal-government>

Percent of Municipalities Whose Populations Declined, Stayed Stable or Grew 2011-2021



Summer Villages (all 51) and small Villages (35 of 81) with less than 300 population are dependant on LGFF Base funding. Yet, Summer Villages only receive one half of the Base funding than what other municipalities receive.





Summer Village of Nakamun Park
PO Box 1250
Onoway, AB
T0E 1V0
cao@svnakamun.com

December 13, 2022

To Whom It May Concern,

RE: Tipping Fee Increase

The Highway 43 East Waste Commission Board passed Bylaw NO. 1-2023 on December 6, 2022. Please find enclosed for your review a copy of the Highway 43 East Waste Commission Rate Bylaw.

Effective January 1, 2023, tipping fees will increase to \$60.00 per tonne.

Should you have any questions, please contact the Commission Manager Joe Duplessie at 780-284-3270, or via email at jduplessie@lsac.ca.

Sincerely,

Joe Duplessie
Commission Manager

/encl.

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SVREMP: Minutes of Virtual Meeting - November 16, 2022

SV REMP <summervillage.remp@gmail.com>

Sat 11/19/2022 4:46 PM

Cc: Janice Christiansen <jan.al.christiansen@gmail.com>; Diane Wannamaker <diwannamaker@msn.com>; Jim Deeks <tophatproab@gmail.com>; Wendy Henderson <wendles.h@gmail.com>; Garth Ward <whip-it-welding@outlook.com>; Colleen Richardson <cprich67@gmail.com>; Dennis Woolsey <dww0421@gmail.com>; Rick Wagner <rwagner@rwcommunications.ca>; Milos Tajek <tajekmc@telus.net>; Matthew Ferris <office@sunsetpoint.ca>; Jason Madge <jasonmadge2@gmail.com>; Dwight Moskalyk <cao@svnakamun.com>; babrady54@gmail.com <babrady54@gmail.com>; Rudolf Liebenberg <svsandyb@xplornet.ca>; John Swist <john.swist@gov.ab.ca>; rjackson@ualberta.ca <rjackson@ualberta.ca>; pjackson@sjsa.ac.ca <pjackson@sjsa.ac.ca>; Shane.Getson@assembly.ab.ca <Shane.Getson@assembly.ab.ca>; wendy wildwillowenterprises.com <wendy@wildwillowenterprises.com>

 1 attachments (178 KB)

SVREMP Agency Minutes November 16, 2022 .pdf;

Good Afternoon

Attached are the minutes of the Ste. Anne Summer Villages Regional Emergency Partnership (SVREMP) virtual meeting held on Wednesday, November 1, 2022.

We encourage you to share an update of this information with your Councils at your next meeting.

Please let us know if you have any questions or if we can be of further assistance.

Kindly

Janice Christiansen, RDEM
Regional Director of Emergency Management
Ste. Anne Summer Villages Regional Emergency Partnership

Marlene Walsh, RDDEM
Regional Deputy Director of Emergency Management
Ste. Anne Summer Villages Regional Emergency Partnership

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Ste. Anne Summer Villages Regional Emergency Partnership
Agency Meeting Minutes - Wednesday, November 16, 2022

Virtual Meeting - 0900 Hours

Land Acknowledgement



1. **Call to Order: 9:00 am Chair - Marlene Walsh**

Absent: Janice Christiansen

Attendance November 16, 2022 Agency Meeting Quorum: NO

2. **Amendments & Acceptance of Agenda**

Dennis Woosley moved the Agenda be accepted as presented **CARRIED**

3. **MLA Shane Getson** - provided an overview on some of the cabinet realignment made under the leadership of Premier Smith. MLA Getson will be in the role as Parliamentary Secretary for Economic Corridors. He spoke on issues he has and will be working on with respect to his economic development initiatives and the strategy to review the grade 7-12 curriculum. He also responded to a question on the AB Police Force and indicated nothing specific has taken place but he talked about the legislative responsibility for policing and that it is being looked at across Canada by all provinces. Lastly, he talked about the need to "keep the powder dry" in regards to Covid/Flu season and how rural crime prevention was the responsibility of everyone to look out for each other.

OLD BUSINESS

4. **AEMA Update** - John Swist / Mark Pickford - Absent

5. **Block Captain Program**

- a. Vision; Mission; Goals
- b. Regional Collaboration
- c. Silver Sands Framework

(27)

Dennis Woosley shared the structure document that he and Rick Wagner created for presentation to their Council and encouraged other members to feel free to adapt it for sharing with their respective Councils. The document was designed for the purpose of deciding what the scope would or could be in regards to using Block Captains as a resource to serve the community. The main purpose for the design was for emergency management and opportunities exist beyond this use. Decisions will need to be made by each summer village to decide what best suits their community. This document and the "Block Volunteer Corner" document prepared by Janice and Marlene for their municipality formed the substance of the presentation/discussion. Marlene and Dennis encouraged Agency Members to share these documents with their Councils to confirm if there is support to proceed with this initiative. The recommendation is for the formation of a working sub-committee to keep the momentum going.

6. Training Update

Marlene provided an update on the status of training, and encouraged Agency members to work with their Councils and DEM/DDEMs to complete the online training for DEM; BEM and ICS 100, and share back the certificate of completion for tracking to meet legislative requirements.

LAEMR Preparation Formation of a Sub Committee

- Proactive Audit Review
- Monitoring Outcomes throughout the year
- Regional Mock Emergency Exercise will be organized

Marlene provided an overview of the status of outstanding documents that are required to be completed and submitted

- Document Submission - Completion Review

- Municipal Continuity Plan
- Bylaws - share signed copy

(28)

- Terms of Reference - share signed copy
- SOLE - confirm process has been reviewed with individual Councils
- Activation Plan - review with council confirmation
- Evacuation Plan
- <https://shopthecounty.ca/>

ACTION: Please followup with Council and have copies signed and returned to Janice and Marlene by the end of December 2022.

7. Collaboration Update

- Indigenous Relations First Nations partners
- Pigeon Lake - Brandon Stewart
- ASVA Strategic Planning Meeting - Presentation
- Mutual Aid Partners Meeting will be arranged with Lac Ste Anne County

8. Communication

Brian will provide a list of preferred complimentary messaging systems for consideration - Marlene will share with the partnership members

9. Training AEMA Training Calendar Dates

Block Captains

- Group training - for Block Captains
- Fire Smart Program Brochure - obtained for all municipalities - can be available at next in person meeting
- **T Shirts and/or vests will be discussed at the next Advisory Committee Meeting.**
- Advisory Committee - Annual General Meeting with the Agency - greeting network and information sharing opportunity - any additional partners to invite to this meeting - let us know - consider
 - First Responders
 - Sunset Point Bible Camp
 - SANG
 - Onoway Chamber of Commerce

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- Mutual Aid Partners
- Indigenous Partners
- MLA Shane Getson
- County
- Mental Health Supports

10. NEW BUSINESS

- Advisory Committee Meeting - Oct 29, 2022 Update
- Budget Update - no increase in fees for municipalities for 2023
- Discussion on Work Plan for 2023
- Contract renewal for the RDEM and DRDEM for 2023/2024.

**15. NEXT VIRTUAL MEETING: Wed, January 18, 2023 at 9 AM
Meeting Adjourned at 10:05 AM by Marlene Walsh**

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APPROVED



Participants (9)

Find a participant

-  Marlene Walsh (Host, me)  
-  MLA Getson (Guest)  
-  Noel Tomm (Guest)  
-  Colleen's iPad (Guest)  
-  Dennis (Guest)  
-  milos (Guest)  
-  Rick Wagner (Guest)  
-  Sandy Beach (Guest)  
-  Wendy Henderson (Guest)  

BY:

_____ **DATE:** _____

(31)

Town of Mayerthorpe

Report Title : NAKAMUN TOTAL CONTRACT HRS

Report Range **Start:** 2022/12/01 0000 **End:** 2022/12/31 2359

Man Hour Report by User

TOWN OF MAYERTHORPE

KASAMBA, GERVAIS

Event start: 2022/12/09 0830 **Event end:** 2022/12/09 1000 **Time:** (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

Total Time on Call for this Event : 1 Hours 30 Minutes

Event start: 2022/12/16 0800 **Event end:** 2022/12/16 0930 **Time:** (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

Total Time on Call for this Event : 1 Hours 30 Minutes

Event start: 2022/12/24 0730 **Event end:** 2022/12/24 0900 **Time:** (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

Total Time on Call for this Event : 1 Hours 30 Minutes

Event start: 2022/12/27 0830 **Event end:** 2022/12/27 1000 **Time:** (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

Total Time on Call for this Event : 1 Hours 30 Minutes

KASAMBA, GERVAIS : Total Time On Calls 6 Hours 0 Minutes

Total Group Time: 6 Hours 0 Minutes

All Officers: Total Time On Calls 6 Hours 0 Minutes

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