

# SUMMER VILLAGE OF NAKAMUN PARK

## AGENDA

Thursday November 23<sup>rd</sup>, 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.

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1. Call to order:
2. Agenda: a) Thursday November 23<sup>rd</sup>, 2023 Regular Council Meeting
- (1-4) 3. Minutes: a) Wednesday, October 18<sup>th</sup>, 2023 Regular Council Meeting  
b)
4. Appointment: a) N/A
5. Bylaws/Policies: a) N/A  
b)
- (5-13) 6. Business: a) CAO Evaluation 2023 – RFD 2023-40 is attached for background.  
(14-18) b) Connect Mobility, 2024 Intake to Alberta Broadband Fund Application – RFD 2023-41 is attached for consideration.  
(19-20) c) Interim Operating Budget 2024 – RFD 2023-42 is attached for consideration.  
(21-26) d) 2024 Canada Summer Jobs Program Application – RFD 2023-43 is attached for reference and direction.  
(27-28) e) Village Shop Commissioning and Next Steps – RFD 2023-44 is attached for discussion and consideration.  
(29-34) f) Municipal By-election 2024, Next Steps – RFD 2023-45 is attached for reference to process and direction.  
g) Weed Harvester Price and Agreement – (still waiting for same from Aquamarine, if items arrive before meeting we will add to agenda)
7. Financial a) N/A
8. Councillor Reports a) Mayor  
b) Deputy Mayor  
c) Councillor
9. Administration Reports a) CAO
  - a. Mulching Work Discussion
  - b. Beaver Management
  - c. ASVA Feedback
  - d. SVREMP Next Steps
  - e. Fire Services Meeting

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- f. SVLSACE Meeting follow-up discussions
- g. Greenbelt clean-up matters

10. Information and Correspondence

(35-36)

- a) Town of Mayerthorpe – September 2023 CPO Reports.

(37)

- b) Municipal Affairs, 2023 municipal indicators report – SVNP has a clean record, no flagged items to be concerned with in the report. The full report can be seen on line, but the summary cover page of same is attached for reference.

(38-39)

- c) Town of Onoway – November 7<sup>th</sup>, 2023 Organizational Meeting

11. Closed Meeting

- a) N/A

12. Next Meeting Date

- a) Schedule the next regular council meeting for December 20<sup>th</sup>, 2023, or alternate date.

13. Adjournment

Upcoming Meetings:

December 20<sup>th</sup>, 2023 – Regular Meeting  
January 18<sup>th</sup>, 2023 – Regular Meeting  
February 21<sup>st</sup>, 2024 – Regular Meeting  
February 24<sup>th</sup>, 2024 – SVLSACE Meeting

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY OCTOBER 18<sup>th</sup>, 2023 AT 2:00 P.M. AT THE WILDWILLOW ENTERPRISES INC.MAIN OFFICE.

	<b>PRESENT</b>	<p>Mayor: Marge Hanssen  Deputy Mayor: Keith Pederson  Councillor: Harry Kassian (Absent)</p> <p>Administration: Dwight Moskalyk, CAO</p> <p>Appointments: N/A  Absent: N/A</p> <p>Public Works: N/A  Public at Large: N/A</p>
1.	<b>CALL TO ORDER</b>	Mayor Hanssen called the meeting to order at 2:07 p.m.
2.	<b>AGENDA</b>  120 - 23	<p><b>MOVED</b> by Mayor Hanssen that the agenda for the Wednesday October 18<sup>th</sup>, 2023 regular council meeting be approved with the following additions:  Business Item 6(e) – Municipal Reserve Topographical Surveys and Site Plans for DLO Applications and Mooring Plan – Bolson Engineering Quote.</p> <p style="text-align: right;"><b>CARRIED.</b></p>
3.	<b>MINUTES</b>  121 - 23	<p><b>MOVED</b> by Deputy Mayor Pederson that the minutes for the Wednesday September 20<sup>th</sup>, 2023 regular meeting of council be approved as presented.</p> <p style="text-align: right;"><b>CARRIED.</b></p>
4.	<b>APPOINTMENT</b>	N/A
5.	<b>BYLAW</b>  122 – 23  123 - 23	<p><b>MOVED</b> by Mayor Hanssen that Bylaw 2023-6, being a borrowing bylaw for an Operating Line of Credit for the Summer Village of Nakamun Park and to effect the annual renewal of same, be given first reading, as presented.</p> <p style="text-align: right;"><b>CARRIED.</b></p> <p><b>MOVED</b> by Deputy Mayor Pederson that Bylaw 2023-6 be given second reading, as presented.</p> <p style="text-align: right;"><b>CARRIED.</b></p>





MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK,  
 IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY OCTOBER 18<sup>th</sup>, 2023 AT 2:00 P.M. AT THE  
 WILDWILLOW ENTERPRISES INC.MAIN OFFICE.

	124 -23	<p><b>MOVED</b> by Deputy Mayor Pederson that Bylaw 2023-6 be given unanimous consent to receive third and final reading, as presented.  <b>CARRIED UNANIMOUSLY.</b></p>
	125 - 23	<p><b>MOVED</b> by Deputy Mayor Pederson that Bylaw 2023-6 be given third and final reading, be finally passed, and that Mayor Hanssen and Chief Administrative Officer Moskalyk be authorized to execute same.  <b>CARRIED.</b></p>
6.	<b>BUSINESS</b>	<p>126 - 23 <b>MOVED</b> by Mayor Hanssen that Council establish the 2024 Fortis Franchise Fee as 0.00%, representing no change over prior years rate for same, and authorize administration to confirm same to our franchise stakeholder relations team on the prescribed form for same.  <b>CARRIED.</b></p> <p>127 - 23 <b>MOVED</b> by Mayor Hanssen that Council defer consideration of the Onoway Regional Fire Services Amended Agreement, September 20<sup>th</sup>, 2023 version, until the November 2023 regular council meeting allowing for partner deliberation of same during the scheduled October 24<sup>th</sup>, 2023 fire services meeting.  <b>CARRIED.</b></p> <p>128 - 23 <b>MOVED</b> by Mayor Hanssen that Council authorize the attendance of Council and administration to the scheduled October 24<sup>th</sup>, 2033 Fire Services Committee – All Partners Meeting in Onoway Alberta.  <b>CARRIED.</b></p> <p>129 – 23 <b>MOVED</b> by Mayor Hanssen that Council accept the discussion on the 2024 intake of the Celebrate Canada Grant application as information.  <b>CARRIED.</b></p> <p>130 - 23 <b>MOVED</b> by Deputy Mayor Pederson that Council direct administration to procure and provide terms for the purchase of a new H5-200 series Weed Harvester from Aquamarine, inclusive of shipping costs, for Council to consider at the next council meeting, with the intent being that if a purchase for a new harvester is approved at a future meeting same would be arranged through capital reserves until grant funds allowed for reimbursement of same, and that the existing machine be auctioned off and the proceeds from this sale be applied to capital reserves, subject to approvals for same.  <b>CARRIED.</b></p> <p>131 – 23 <b>MOVED</b> by Deputy Mayor Pederson that Council authorize administration to proceed with the topographical surveys and site plan designs, as quoted by Bolson Engineering, for the preparation of a municipal mooring plan and DLO for same, subject to the revisions to</p>



MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY OCTOBER 18<sup>th</sup>, 2023 AT 2:00 P.M. AT THE WILDWILLOW ENTERPRISES INC.MAIN OFFICE.

		remove R6 and R7 from the site plan preparation quote, with costs covered by municipal reserves. <b>CARRIED.</b>
7.	<b>FINANCIAL</b>	N/A
8.	<b>COUNCIL REPORTS</b>  132 - 23	<b>MOVED</b> by Mayor Hanssen that Council accept the Council Reports for information, as presented. <b>CARRIED.</b>
9.	<b>ADMINISTRATION /PUBLIC WORKS REPORTS</b>  133 - 23	<b>MOVED</b> by Deputy Mayor Pederson that Council accept the Administration and Public Works reports for information, as presented. <b>CARRIED.</b>
10.	<b>INFORMATION / CORRESPONDENCE</b>  134 - 23	<b>MOVED</b> by Mayor Hanssen that the following information and correspondence items be accepted as information:  a) Town of Mayerthorpe – August 2023 CPO Reports.  b) SANG Co-op Ltd – SANG Community Enhancement Foundation background and recent recipients listing  c) Brownlee LLP – October 11 <sup>th</sup> , 2023 “Save the Date” for the 2024 Emerging Trends Municipal Law Seminar, with the Edmonton date schedule for February 15 <sup>th</sup> , 2023.  d) Alberta Beach – September 20 <sup>th</sup> , 2023 letter confirming recent byelection results and new council organization, with new Councillor Bill Love and new Mayor (Elwood) and Deputy Mayor (Durocher).  e) Summe Village of Sunset Point – October 11 <sup>th</sup> , 2023 Notice of Withdrawal from the Emergency Management Partnership, with request for special consideration of release by January 1 <sup>st</sup> , 2024. <b>CARRIED.</b>
11.	<b>CLOSED MEETING</b>	

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK,  
 IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY OCTOBER 18<sup>th</sup>, 2023 AT 2:00 P.M. AT THE  
 WILDWILLOW ENTERPRISES INC.MAIN OFFICE.

		N/A
<b>12.</b>	<b>NEXT MEETING</b>  135 - 23	<b>MOVED</b> by Mayor Hanssen that the next regularly scheduled meeting be held on Thursday November 23 <sup>rd</sup> , 2023 at 2:00 p.m.  <b>CARRIED.</b>
<b>13.</b>	<b>ADJOURNMENT</b>	Mayor Hanssen declared the meeting adjourned at 4:15 p.m.

\_\_\_\_\_  
 Mayor Marge Hanssen

\_\_\_\_\_  
 Chief Administrative Officer Dwight Moskalyk

DRAFT

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## Summer Village of Nakamun Park Request For Decision (RFD) 2023-40

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>November 23<sup>rd</sup>, 2023</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>CAO Evaluations 2023</b>
<b>Agenda Item Number:</b>	<b>Business 6(a)</b>

### **BACKGROUND/PROPOSAL:**

As Council will recall, section 205.1 of the MGA mandates that council must give the CAO a written performance evaluation each year, as part of regular business. As in the past, our normal process for this is that administration prepares the prescribed evaluation forms and distributes to councillors, council completes their individual form and then provides to the Mayor who complies comments and meets with the CAO to review. As part of this process we add to our regular meeting agenda this business matter, demonstrating that administration provided the forms and having council set a date (deadline) amongst themselves for when they will get their report in to the Mayor, or designate, to compile the comments.

A copy of the evaluation form used is attached for reference. A copy of pages 135-137 of the MGA (sections related to CAO) are also included for quick reference).

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

The evaluation must be completed annually, and once provided to the CAO it is kept on file and as part of the service contract/personnel file. The comments are considered privileged information.

The form used for the evaluations covers the major duties and responsibilities set out for the CAO in the MGA (section 207 and 208) and includes some additional areas for specific comment on various items.

### **COSTS/SOURCE OF FUNDING (if applicable)**

N/A

### **RECOMMENDED ACTION:**

- 1) That Council receives the CAO performance evaluation template as presented and establishes \_\_\_\_\_, \_\_\_\_\_, 2023 as a deadline for councillors to complete their comments and provide same to Mayor Hanssen to compile and review with the CAO.

<b>Initials show support</b> – Reviewed By:	<b>CAO: D. Moskalyk</b>
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Chief Administrative Officer (CAO) – Summer Village of Nakamun Park	
Annual Performance Appraisal	
Name	Dwight Moskalyk, agent of Wildwillow Enterprises Inc.
Period Covered	January 1, 2023 – December 31, 2023 [ ✓ ]

**Chief administrative officer’s responsibilities**

207 The chief administrative officer

- a) Is the administrative head of the municipality;
- b) Ensures that the policies and programs of the municipality are implemented;
- c) Advises and informs the council on the operation and affairs of the municipality;
- d) Performs the duties and functions and exercises the powers assigned to the chief administrative officer by this and other enactments or assigned by council.

1994 cM-26.1 s207

**Performance of major administrative duties**

208(1) The chief administrative officer must ensure that

Duties	Met	Did Not Meet	Notes
a) All minutes of council meetings are recorded in the English language, without note or comment;			
b) The names of the councillors present at council meetings are recorded;			
c) The minutes of each council meeting are given to council for adoption at a subsequent council meeting;			
d) The bylaws and minutes of council meetings and all other records and documents of the municipality are kept safe;			
e) The Minister is sent a list of the councillors and any other information the Minister requires within 5 days after the term of the councillors begins;			
f) The corporate seal, if any, is kept in the custody of the chief administrative officer;			



Duties	Met	Did Not Meet	Notes
g) The revenues of the municipality are collected and controlled and receipts are issued in a manner directed by council;			
h) All money belonging or held by the municipality is deposited in a bank, credit union, loan corporation, treasury branch or trust corporation designated by council;			
i) The accounts for authorized expenditures referred to in section 248 are paid;			
j) accurate records and accounts are kept of the financial affairs of the municipality, including the things on which a municipality's debt limit is based and the things included in the definition of debt for that municipality;			
k) the actual revenues and expenditures of the municipality compared with the estimates in the operating or capital budget approved by council are reported as council directs;			
l) money invested in the municipality is invested in accordance with section 250;			
m) assessments, assessment rolls and tax rolls for the purposes of Parts 9 and 10 are prepared;			
n) Public Auctions held to recover taxes are carried out in accordance with part 10			
o)The council is advised in writing of its legislative responsibilities under this Act			

(2) Subsection (1)(a) to (d) and (o) apply to the chief administrative officer in respect of council committees that are carrying out powers, duties or functions delegated to them by the council.

## Key Responsibility Areas

Administration	Notes
Performs all functions, duties and requirements of a Chief Administrative Officer as specified in the <i>Municipal Government Act</i> .	
Financial Management	
<p>Prepares financial reports as directed by council.</p> <p>Ensures municipal auditing process is complete.</p> <p>Prepares grant applications where available and provides summary of applications and status reports.</p> <p>Works with accountant for preparation of annual financial statement.</p>	
Planning & Development	
<p>Provide overall leadership for the planning, development and management of a variety of municipal services and provide guidance to Council and all staff.</p> <p>Knowledge and ability to ensure the most time and cost effective administration of all municipal services.</p> <p>Works with council to ensure development strategic, operational, annual and inter-municipal plans.</p>	
Project Management	
Ability to plan, organize, implement and evaluate projects assigned by Council adhering to policies, procedures, bylaws and timelines outlined.	
Networking	
Ability to liaise effectively with Council, other elected officials, residents, developers, community groups and other levels of government.	
Communication	
<p>Analytic ability to prepare reports and compile information for Council, together with a good knowledge of and proficiency in all related information technology.</p> <p>Demonstrates tact and discretion in preparing, disclosing and handling information of a confidential and sensitive nature.</p>	
Other	

<b>Indicate CAO accomplishments over appraisal period</b>

<b>Indicate CAO Strengths</b>

<b>Areas of Growth and Development</b>

<b>Performance Objectives for Next Appraisal Period</b>

**Contractual Requirements**

**Comments**

Signed by \_\_\_\_\_ & \_\_\_\_\_  
\_\_\_\_\_ (name/title)                      Dwight Moskalyk, CAO

Reviewed in-person \_\_\_\_\_ (date)



**Municipal office**

**204** A council must name a place as its municipal office.

1994 cM-26.1 s204

**Establishment of chief administrative officer**

**205(1)** Every council must establish by bylaw a position of chief administrative officer.

(2) Every council must appoint one or more persons to carry out the powers, duties and functions of the position of chief administrative officer.

(3) If more than one person is appointed, the council must by bylaw determine how the powers, duties and functions of the position of chief administrative officer are to be carried out.

(4) Council may give the position of chief administrative officer any title the council considers appropriate.

(5) Council must ensure that the chief administrative officer appropriately performs the duties and functions and exercises the powers assigned to the chief administrative officer by this or any other enactment or by council.

RSA 2000 cM-26 s205;2015 c8 s21

**Performance evaluation**

**205.1** A council must provide the chief administrative officer with an annual written performance evaluation of the results the chief administrative officer has achieved with respect to fulfilling the chief administrative officer's responsibilities under section 207.

1998 c24 s9

**Appointment, suspension and revocation**

**206(1)** The appointment of a person to the position of chief administrative officer may be made, suspended or revoked only if the majority of the whole council vote to do so.

(2) The appointment of a person to the position of chief administrative officer may not be revoked or suspended unless the council notifies the officer, in accordance with subsection (3), that it is proposing to revoke or suspend the appointment and provides the officer with its reasons.

(3) The notification and reasons must be in writing and be served personally on the officer or sent by regular mail to the last known address of the officer.

(4) If requested by the officer, council must give the officer or the officer's representative a reasonable opportunity to be heard before council.

(5) A chief administrative officer whose appointment is revoked without cause is, subject to any written agreement between council and the officer, entitled to reasonable notice or to compensation instead of reasonable notice.

(6) A chief administrative officer whose appointment is revoked with cause is, subject to any written agreement between council and the officer, not entitled to reasonable notice or to compensation instead of reasonable notice.

1994 cM-26.1 s206;1995 c24 s24

#### **Chief administrative officer's responsibilities**

##### **207 The chief administrative officer**

- (a) is the administrative head of the municipality;
- (b) ensures that the policies and programs of the municipality are implemented;
- (c) advises and informs the council on the operation and affairs of the municipality;
- (d) performs the duties and functions and exercises the powers assigned to a chief administrative officer by this and other enactments or assigned by council.

1994 cM-26.1 s207

#### **Performance of major administrative duties**

##### **208(1) The chief administrative officer must ensure that**

- (a) minutes of each council meeting
  - (i) are recorded in the English language,
  - (ii) include the names of the councillors present at the council meeting,
  - (iii) are given to council for adoption at a subsequent council meeting, and
  - (iv) are recorded in the manner and to the extent required under section 216.4(6) when a public hearing is held;
- (b) all bylaws, minutes of council meetings and other records and documents of the municipality are kept safe;

- (c) the Minister is sent a list of all the councillors and any other information the Minister requires within 5 days after the term of the councillors begins;
- (d) the council is advised in writing of its legislative responsibilities under this Act.

(2) Subsection (1) applies to the chief administrative officer in respect of council committees that are carrying out the powers, duties and functions delegated to them by the council.

RSA 2000 cM-26 s208;2015 c8 s22;2019 c22 s10(7);2022 c16 s(83)

#### Delegation by chief administrative officer

**209** A chief administrative officer may delegate any of the chief administrative officer's powers, duties or functions under this Act, including the chief administrative officer's duties referred to in section 208(1), or under any other enactment or bylaw to a designated officer or an employee of the municipality.

RSA 2000 cM-26 s209;2015 c8 s23

#### Designated officers

**210(1)** A council may

- (a) by bylaw establish one or more designated officer positions, give each of the positions a different title and specify which powers, duties and functions of a designated officer under this or any other enactment or bylaw are to be carried out by which positions, and
- (b) appoint individuals to the designated officer positions.

(2), (3) Repealed 2022 c16 s9(44).

(4) Unless otherwise provided by bylaw, all designated officers are subject to the supervision of and accountable to the chief administrative officer.

(5) A chief administrative officer may exercise all of the powers, duties and functions of a designated officer under this or any other enactment or bylaw if

- (a) no position of designated officer has been established by council,
- (b) the position of designated officer is vacant, or



## Summer Village of Nakamun Park Request For Decision (RFD) 2023-41

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>November 23<sup>rd</sup>, 2023</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>Connect Mobility – Alberta Broadband Fund Project – Partnership for 2024 Intake</b>
<b>Agenda Item Number:</b>	<b>Business 6(b)</b>

### **BACKGROUND/PROPOSAL:**

Council will recall the discussion on this topic from our October 28<sup>th</sup>, 2023 SVLSACE meeting. During this meeting the principal of Connect Mobility, Merle Isaacson, presented an overview of the service delivery model and how they partner with communities struggling to meet the 50/10 internet speed threshold.

Connect Mobility is an industry stakeholder that helps link communities to the Alberta Broadband Fund grant, get projects approved, facilitate the installation of approved projects, and then operates the service for, or signs back operating rights to, local authorities.

SVLSACE's summary of the discussion from October 28<sup>th</sup>, 2023 is attached here for reference, including detail on next steps for interested parties.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

The Summer Village of Nakamun Park is one of the communities listed on the report as having a reported and verified internet service below the 50/10 threshold. This means that unlike some of the other communities considering this proposal, we will not have to do the speed test component in order to determine our eligibility for the 2024 intake application – should Council wish to proceed.

If Council wants to proceed, we would still need to confirm a few things:

- 1) Pass a motion authorizing SVNP's participation in this application through Connect Mobility.
- 2) If the project is approved, determine how SVNP would want to operate the service, either as a municipal corporation or as a franchise holder for Connect Mobility. The difference between the two options ties back, ultimately to project costs – if we want to run the service ourselves we can, we charge the bill out to residents and we earn the revenue, but we also have to cover our portion of upfront capital costs. If we are just a franchisee, Connect will cover the capital costs portion for us, and run the utility, and we





get a small franchise fee off any connected services (similar to Fortis Franchise Fee concept).

We can address item 2 when we know if the project is approved and what the cost would be for each member, but for now we really just need to confirm if you are in or out of the project application for 2024.

**COSTS/SOURCE OF FUNDING (if applicable)**

As discussed above, no immediate costs to be incurred here at this point. If the project is approved we will review the project scope including costs, what portion is covered by ABF and which is a members portion. From there we can debate the merits/feasibility of covering our share of capital costs directly (and retaining operating rights) or having Connect Mobility cover our capital costs (in exchange for licencing the operating rights to them on a franchise model).

**RECOMMENDED ACTION:**

- 1) That Council authorizes the Summer Village of Nakmaun Park's participation in the Alberta Broadband Fund 2024 intake grant application through partnership with Connect Mobility and other interested summer villages in Lac Ste. Anne County, as discussed.

<b>Initials show support</b> – Reviewed By: <b>CAO: D. Moskalyk</b>
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Good afternoon CAOs,

Further to our discussion at the SVLSACE Oct 28th, 2023 regular meeting regarding the opportunity for a partnership with Connect Mobility in making a 2024 Alberta Broadband Fund project application, please see the attached letter outlining the next steps that would be required by members interested in partnering on this intake.

We understand that some of our members may already working on this initiative through other arrangements, and that others may not want to participate at this time. Notwithstanding this, please note the November 30th, 2023 deadline for response to indicate your participation (or declining of same). Once we have the list of those interested in the project, we will send out the next set of materials and communications templates in early December 2023.

Thank you,

Dwight Darren Moskalyk

Administrator

SVLSACE



[:SVLSACE - Connect Mobility and ABF Partnership Letter - Nov. 1st, 2023.pdf](#) (679K)

SUMMER VILLAGES OF LAC STE. ANNE COUNTY EAST

**S.V.L.S.A.C.E.**

**P.O. Box 8 Alberta Beach, AB T0E 0A0 – 2317 TWP Rd. 545, AB T0E 1V0  
780-967-0271 (ph.) – 780-967-0341 (fax)**

November 1<sup>st</sup>, 2023

To: All Members  
SVLSACE

**(Delivered by Mail)**

Dear Member,

**Re: Connect Mobility – Enhanced Internet Service Partnership and 2024 Alberta Broadband Fund (ABF) Application**

Further to our last SVLSACE Regular meeting, where we received a presentation by Merle Isaacson on behalf of Connect Mobility, I am reaching out to share an overview of the process for those members who are interested in participating in the 2024 ABF intake. There are some important and time sensitive “next steps” required, as discussed below.

Our working timeline is to have all essential background information compiled to complete the application by the end of February 2024, with the anticipation of the next intake opening in March 2024. In the interim, we need confirmation of the following:

- i. Is your municipality interested in being a partner in this application?
- ii. What internet service providers currently provide service within your community, and what is the contracted internet speed they provided (the “subscribed speed”)?
- iii. What internet speed is being delivered to your community (the “delivered speed”)?

Item i. is entirely at your discretion as a Council. Please add to your next agenda and advise of your participation by **November 30<sup>th</sup>, 2023** by returning an email to me at [ddm@kronprinzconsulting.ca](mailto:ddm@kronprinzconsulting.ca).

Item ii. is a requirement of any member\* wanting to be included in the application. If you can provide a list of known service providers in your area (for example, MCSnet, Xplore, Telus) we can reach out to confirm what their service “subscribed speed” for your community.

Item iii. is also a requirement of any member\* wanting to be included in this application. This component will be completed through participating members who will in turn ask their residents (at least one in five households) to complete the prescribed survey on delivered internet speed (more detail on this will be provided as well as sample communications to use). This will be completed over a **15-week test period starting December 1<sup>st</sup>, 2023**. We will assist by sending sample communications/reminders to you to share with the community, and also serving as the point of contact for questions in accessing/completing the test.

\*Although these items are a requirement, some communities in the area (as shown on the National Broadband Internet Service Availability map) already have a registered service speed

SUMMER VILLAGES OF LAC STE. ANNE COUNTY EAST

**S.V.L.S.A.C.E.**

**P.O. Box 8 Alberta Beach, AB T0E 0A0 – 2317 TWP Rd. 545, AB T0E 1V0  
780-967-0271 (ph.) – 780-967-0341 (fax)**

(subscribed or delivered) which is below the speed threshold of 50/10Mbps. In these cases, the members would not need to complete further community surveys as part of this process. As such, the following municipalities simply need to indicate their participation (item i.):

Birch Cove  
Castle Island  
Nakamun Park  
Sunrise Beach  
Val Quentin  
West Cove

However, the following members would need to complete all three items in order to be included in the application:

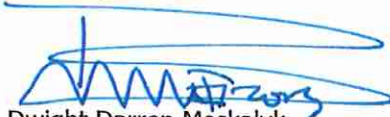
Ross Haven  
Sandy Beach  
Silver Sands  
South View  
Sunset Point  
Yellowstone

Following the compilation of this data, Connect Mobility will make an application on behalf of all those interested members that have known or reported internet coverage below the 50/10Mbps threshold in there community. Should the application be successful, there would be an option – to be made at the local council level – for Connect Mobility to provide the matching funds for your municipality (in exchange for future area franchise rights) or to have the municipality provide their matching funds directly and retain the right to operate the resulting service themselves.

For now, if you can please get back to me on or before **November 30<sup>th</sup>, 2023** we can narrow down future correspondence to just those members interested in participating.

If you have any questions, please let me know.

Sincerely,



Dwight Darren Moskalyk  
Administrator  
SVLSACE





## Summer Village of Nakamun Park Request For Decision (RFD) 2023-42

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>November 23<sup>rd</sup>, 2023</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>Interim Operating Budget 2024</b>
<b>Agenda Item Number:</b>	<b>Business 6(c)</b>

### **BACKGROUND/PROPOSAL:**

The Summer Village of Nakamun Park approves the budget for any given year in April, or sometimes May, of the subject year. A result of this schedule is that for the first several months of the year the municipality must operate under an 'interim operating budget' – as defined and authorized under the Municipal Government Act, Sections 242 and 243.

Prior to the Municipal Accountability Program (MAP) review initiative by the Government of Alberta, it was common for municipalities to pass the required "interim operating budget motion" as the first business item of the new year. However, during initial MAP reviews province-wide it became clear that further clarification was needed as the intent of the section was being interpreted differently by municipalities and Municipal Affairs. Specifically, it was clarified that an interim operating budget – if used – must be authorized by resolution prior to the start of the subject year (so approved in the year prior to the referenced budget year).

The purpose of this item on the agenda is simply to seek Council's approval of the 2024 interim operating budget in keeping with the process noted above.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

It should be noted that some municipalities choose to approve a complete budget for the beginning of the new year, rather than use the interim budget mechanism. The Summer Village of Nakamun Park, and many other smaller municipalities, prefer to pass budgets in April or May as this allows them to align with the provincial budget – which is particularly helpful in that it allows us to include actual requisition numbers for school and seniors levies as well as a host of other requisitions. In a smaller community, even the smallest change to these funding mechanisms at the provincial level can have significant impacts at the municipal level. For this reason, we continue to recommend using the interim operating budget process.

### **COSTS/SOURCE OF FUNDING (if applicable)**

The cost of the interim operating budget is covered in the short term by municipal reserves until the operating budget is passed at which time the costs are transferred and covered under current year taxes.



**RECOMMENDED ACTION:**

The Council approve the 2024 Interim Operating Budget at one half of the approved 2023 Operating Budget value and that this Interim Operating Budget cease to have force or effect upon the approval and passing of the 2024 Operating Budget.

<b>Initials show support</b> – Reviewed By:	<b>CAO: <i>D. Moskalyk</i></b>
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## Summer Village of Nakamun Park Request For Decision (RFD) 2023-43

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>November 23<sup>rd</sup>, 2023</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>Canada Summer Job (CSJ) Program – 2024 Intake</b>
<b>Agenda Item Number:</b>	<b>Business 6(d)</b>

### **BACKGROUND/PROPOSAL:**

The Summer Village of Nakamun Park has for several years now hired a summer student/summer labour position. The cost of this position (wages) have been covered, in part, by corresponding application for funding under the Canada Summer Jobs program, or its predecessor funds.

We recently received notice of the upcoming 2024 program intake (opening Nov. 20<sup>th</sup>, 2023 and running until January 10<sup>th</sup>, 2024). This application window is a bit different from previous years, and closes well before we usually get into our main budget talks for the year, so just needing to get direction from Council on this matter a bit earlier than usual.

The Nov. 1<sup>st</sup>, 2023 email from the Government of Canada is attached for reference.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

I think the public works department has certainly benefited from the addition of a summer labour position; it provides not only a job opportunity within the village (usually youth employment/student jobs), but it adds some muscle and an extra set of hands to the team, as well as another set of eyes in the field from a safety and workplace risk management perspective. For these reasons, I am certainly supportive of continuing with the application for funds pending council direction on same.

A few other considerations in this discussion:

- 1) The funding does not cover all the wage of the created position – only a portion of it – so there is a budget/tax rate implication to hiring as part of the CSJ program. Still I think we get the value and then some out of it so not a huge issue.
- 2) I'm not sure if previous staff is anticipating/wanting to come back next season (no longer in the area), so we will need to readvertise for the position and include cost adjustment in the 2024 budget for same. Hopefully, we hear about our application well before this so that we can align the position scope to the budget reality/funding approval/approved work period, etc.



**COSTS/SOURCE OF FUNDING (if applicable)**

As outlined above, no major costs for applying to the program – a few hours of admin time perhaps – but there are budget implications if the funding request is approved and we hire a position, as only a portion of the wages are covered.

**RECOMMENDED ACTION:**

The Council authorized administration to proceed with a 2024 Canada Summer Jobs Program funding application for the proposed continuation of the summer labour position in the Summer Village of Nakamun Park Public Works Department in 2024.

<b>Initials show support</b> – Reviewed By: <b>CAO: <i>D. Moskalyk</i></b>
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**Date** Wed, 01 Nov, 23 10:35:25AM  
**From** W-T-SUMMER-ETE-GD  
W-T-SUMMER-ETE-GD@hrsdc-rhdcc.gc.ca  
**Subject** Canada Summer Jobs 2024 – Launch preparation / Emplois d'été Canada 2024 – Préparation au lancement

Français suit

The annual Call for Applications for the Canada Summer Jobs (CSJ) program will be launched **during the week of November 20<sup>th</sup>, 2023, and will end on January 10, 2024 at 11:59 p.m. (Pacific time).**

For 2024, CSJ is maintaining its regular parameters and will offer quality jobs during the summer season with an aim to fund over 70,000 jobs for youth.

Not-for-profit employers can receive a wage subsidy up to 100% of the current provincial or territorial minimum hourly wage. Whereas public and private sector employers are eligible to receive a wage subsidy of up to 50% of the current provincial or territorial minimum hourly wage.

### **CSJ 2024 - Are You Ready?**

Are you ready to:

- create quality work experiences for youth?
- provide youth with opportunities to develop and improve their skills?
- respond to national and local priorities to improve access to the labour market for youth who face unique barriers?

If yes, don't wait until the last minute to apply! Each year over 60% of employers wait until the last week of the Call for Applications to submit their application. Don't risk missing the deadline and apply early for the Canada Summer Jobs funding!

### **How to prepare to apply?**

Already have an existing Grants and Contributions Online Services (GCOS) account? Then log in to your account to apply once the Call for Applications is open.

If you do not already have a GCOS account, create your account today and take note of your Organization ID and User number for future reference.

Creating a GCOS account is a one-time process and allows you to apply for CSJ and more funding opportunities with Employment and Social Development Canada in a secure web environment.

Your GCOS account allows you to:

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- Apply for funding and track your application status for CSJ and other Employment and Social Development Canada programs;
- Save your application and finish it at any point in time but only while the Call for Application is open;
- Submit supporting documents;
- Set up a direct deposit;
- Access your account 24/7 from all mobile devices.

[Register today](#) for your GCOS account and be ready to apply for CSJ in November!

**For more information or assistance with your GCOS account:**

Visit: [Canada.ca/esdcgrantscontributions](https://Canada.ca/esdcgrantscontributions)

Call: 1-800-367-5693 (7:00 a.m. to 8:00 p.m. ET, Monday to Friday)

Email: [NA-GCOS-SELSC-GD@hrsdc-rhdcc.gc.ca](mailto:NA-GCOS-SELSC-GD@hrsdc-rhdcc.gc.ca)

Visit a [Service Canada Centre near you](#).

Stay tuned for the Canada Summer Jobs launch by visiting the [CSJ website!](#)

For more information:

Click: [www.canada.ca/canada-summer-jobs](http://www.canada.ca/canada-summer-jobs)

Call: 1-800-935-5555 (ATS: 1-800-926-9105)

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L'appel des demandes annuel pour Emplois d'été Canada (EEC) sera lancé **au courant de la semaine du 20 novembre 2023 et se terminera le 10 janvier 2024 à 23h59** (Heure du Pacifique).

En 2024, EEC maintiendra ses paramètres réguliers et son objectif principal d'offrir des emplois de qualité durant la période estivale avec l'objectif de financer plus de 70 000 emplois pour les jeunes.

Les organismes à but non lucratif peuvent recevoir une contribution salariale pouvant atteindre 100 % du salaire horaire minimum en vigueur dans la province ou le territoire. Tandis que les employeurs des secteurs public et privé seront admissibles à une contribution salariale pouvant aller jusqu'à 50 % du salaire horaire minimum en vigueur dans la province ou le territoire.

**EEC 2024 - Êtes-vous prêt ?**

Êtes-vous prêt à :

- créer des expériences de travail de qualité pour les jeunes ?

(24)

- offrir aux jeunes des occasions de développer et d'améliorer leurs compétences ?
- répondre aux priorités nationales et locales afin d'améliorer l'accès au marché du travail pour les jeunes qui font face à des obstacles à l'emploi ?

Si oui, n'attendez pas à la dernière minute pour soumettre votre demande! Chaque année plus de 60% des employeurs attendent jusqu'à la dernière semaine de l'appel des demandes pour soumettre leur demande. Ne prenez pas le risque de manquer la date limite et déposez votre demande de financement à l'avance au programme Emplois d'été Canada!

### Comment se préparer à soumettre une demande?

Vous avez déjà un compte des Services en ligne de subventions et contributions (SELSC)? Alors, connectez-vous à votre compte afin de présenter votre demande de financement lorsque l'appel des demandes sera lancé.

Si vous n'avez pas encore de compte SELSC, veuillez en créer un dès aujourd'hui et prenez note du numéro de référence d'utilisateur et l'ID de l'organisation qui vous sera attribué pour consultation future.

La création d'un compte SELSC est un processus unique et vous permet de présenter une demande à Emplois d'été Canada et à d'autres opportunités de financement auprès d'Emploi et Développement social Canada dans un environnement Web sécurisé.

Les SELSC vous permettent de :

- Soumettre une demande de financement et de suivre l'état de votre demande EEC et celui des autres programmes d'Emplois et Développement Social Canada;
- Enregistrer votre demande et la finaliser à tout moment, mais uniquement pendant que l'appel des demandes sera ouvert;
- Soumettre des documents;
- Mettre en place le dépôt direct;
- Accéder à votre compte 24h/24 et 7j/7 depuis tous les appareils mobiles.

[Inscrivez-vous](#) aujourd'hui pour un compte SELSC et soyez prêt à déposer une demande EEC en novembre!

**Pour obtenir un complément d'information ou de l'aide avec votre compte SELSC :**

Consultez <http://www.canada.ca/edscsubventionscontributions>

Par téléphone : 1-800-367-5693, heures d'ouverture : de 7 h à 20 h (HE), du lundi au vendredi

Par courriel : [NA-GCOS-SELSC-GD@hrsdc-rhdcc.gc.ca](mailto:NA-GCOS-SELSC-GD@hrsdc-rhdcc.gc.ca)

Visitez un [Centre Service Canada près de chez vous](#).

Restez à l'affut du lancement Emplois d'été Canada en visitant le [site web EEC](#) !

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Pour plus de renseignements :

Cliquez : [www.canada.ca/emplois-ete-canada](http://www.canada.ca/emplois-ete-canada)

Composez : 1-800-935-5555 (ATS : 1-800-926-9105)

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## Summer Village of Nakamun Park Request For Decision (RFD) 2023-44

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>November 23<sup>rd</sup>, 2023</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>Summer Village Public Works Shop Commissioning Items</b>
<b>Agenda Item Number:</b>	<b>Business 6(e)</b>

### **BACKGROUND/PROPOSAL:**

By the time on the meeting, the rehabilitation project for the summer village public works shop should be substantially complete, if not fully completed. At the time of writing (Nov. 10<sup>th</sup>, 2023) there only major works outstanding are:

- Final painting
- Final electrical and lighting installation
- Flooring on mezzanine level, and final railings.
- Install of septic tank
- Install of main door
- Final clean-up and reorganizing of the space.

As you might expect, we've had several requests or inquiries form the community asking about a ribbon cutting ceremony to showcase the improvements. We've also just received word that our Fortis Energy Efficiency Grant was approved to help with the upgrades and there is a component requiring acknowledgement of same in the public.

This matter is being added to the agenda for discussion and direction on how to coordinate some of these matters.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

I like the idea of a ribbon cutting ceremony, but I think it is a bit late in the season to have it. I think we should look at a time in the spring of 2024/or early summer perhaps, once PW is back in action for the season. We should pick a date though, so that we can get notice out to the public and any special guests.

I would suggest the following:

- 1) Friday May 24<sup>th</sup> or Saturday May 25<sup>th</sup>
- 2) Invite residents, contractors that helped, Fortis and MLA (Fortis and GOA funding covered this project).
- 3) Ribbon cutting Ceremony, tour of new facility, cake and refreshments, networking



- 4) Unveiling of a shop sign/plaque, or renaming. We will need to get a small plaque or sign thanking Fortis to hang on the wall of the shop, maybe it makes sense to get logos from all those who helped and do a larger sign? Do we want to name the shop – if so what?

**COSTS/SOURCE OF FUNDING (if applicable)**

The costs of the ribbon cutting ceremony would be part of the 2024 operating budget, and may be eligible for FCSS funding or funding in the Parks and Rec budget for events/community functions.

**RECOMMENDED ACTION:**

Item here for discussion, provide direction as warranted.

<b>Initials show support</b> – Reviewed By: <b>CAO: D. Moskalyk</b>
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## Summer Village of Nakamun Park Request For Decision (RFD) 2023-45

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>November 23<sup>rd</sup>, 2023</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>Municipal By-election 2024 – Vacancy on Council and Next Steps</b>
<b>Agenda Item Number:</b>	<b>Business 6(f)</b>

### **BACKGROUND/PROPOSAL:**

With the recent passing of Councillor Kassian, the municipality needs to consider next steps in terms of filling that vacancy. This process is prescribed in the MGA (and to a lesser extent in the Local Authorities Election Act).

A copy of the relevant section of the MGA are attached for reference.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

Under the MGA, section 162, a vacancy in position of councillor requires council to proceed with a by-election (unless any of the noted conditions therein apply, which they do not in this case). Given that we must hold a byelection – Section 165 applies and we need to hold this byelection not more that 120 days from the date the vacancy occurred.

I have the date of the vacancy recorded as October 22nd, 2023 and that would result the upper limit of a byelection date as Monday February 19<sup>th</sup>, 2023 (which is actually a holiday, so it would be on Tuesday February 20<sup>th</sup>, 2023).

There are various next steps to consider in terms of process and timing: appointing RO and SROs, what date do you want to pick for election day and nomination day, with there be advance voting, and/or special ballots? Locations and times for all these. However, before we get too far down the line in that process, we need to talk about the feasibility of a winter election for your community.

We can go ahead with a winter election (and I would then suggest we do use special ballots to allow more access to voting). However, it might also be worth seeking a ministerial approval for an extension to hold the election in the early summer (as we are a summer village and that's when we have people out and engaged (for forums and for election process). It is a trade off of course, because the longer we wait the less robust council as a whole would be in important deliberations such as the 2024 operating budget and taxes rates.





Depending on this discussion, we will either proceed with a motion to seek an extension to hold the byelection (to a given date that you select), or address the next steps outlined above for an election within the prescribed date range.

**COSTS/SOURCE OF FUNDING (if applicable)**

The cost of the bylaw will be covered as part of the budget for 2024, and we will recommend that it be covered through reserves as it is not a typical or expected expenses and should not form part of the "normal" operating budget expenses. The estimated cost will vary greatly depending on the number of voting opportunities and processes authorized, as well as the decision on the date and times for these processes.

**RECOMMENDED ACTION:**

- 1) That Council authorize administration to seek a ministerial extension allowing for the byelection to be held on \_\_\_\_\_, \_\_\_\_\_, 2024 (or ask for a 6 months extension and if same is approved than set a byelection date within that window at that time).

Or, if council is okay with the 120 time frame and a winter election,

- 2) That Council:
  - a. Established \_\_\_\_\_ as the date and time and location of the byelection
  - b. Appoint \_\_\_\_\_ as Returning Officer
  - c. Appoint \_\_\_\_\_ as Substitute Returning Officer
  - d. Establish \_\_\_\_\_ as the date and time and location for Nomination Day
  - e. Establish \_\_\_\_\_ as date and time and location for Ad. Voting
  - f. Authorize the use of Special Ballots, subject to the following:
    - i. \_\_\_\_\_
    - ii. \_\_\_\_\_
    - iii. \_\_\_\_\_
    - iv. \_\_\_\_\_
    - v. \_\_\_\_\_ (items under the LAEA related to how to receive and process requests for and returned special ballots. More detail will be provided at the meeting).

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

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- (3) The term of office of an appointed chief elected official may not extend beyond the term of office of that person as councillor.

1994 cM-26.1 s159

## Division 5 Vacancies and Quorum

### Positions unfilled at general election

**160(1)** If at a general election persons are not elected to fill all the offices on council, the Minister may

- (a) fill the vacancies by appointing persons as councillors,
  - (b) if there is no quorum, order that the councillors who have been elected constitute a quorum,
  - (c) if there is no quorum, order that the remaining councillors constitute a quorum and appoint an official administrator for the purposes of supervision under section 575, or
  - (d) appoint an official administrator who has all the powers and duties of the council.
- (2) Persons appointed under subsection (1)(a) hold office until the vacancies are filled by a by-election.
- (3) If council is unable to or does not within a reasonable time hold a by-election to fill a vacancy referred to in subsection (1), the Minister may by order direct that the chief administrative officer conduct a by-election to fill the vacancy.

1994 cM-26.1 s160

### Resignation

**161(1)** The resignation of a councillor must be in writing and given to the chief administrative officer.

- (2) A chief elected official appointed by council who resigns the office of chief elected official remains on the council as a councillor.
- (3) The resignation is effective on the date it is received by the chief administrative officer even if a later date is set out in the resignation.
- (4) The chief administrative officer must report the resignation at the first council meeting after receiving the resignation.

1994 cM-26.1 s161

**Vacancy in position of councillor**

**162** A council must hold a by-election to fill a vacancy on council unless

- (a) the vacancy occurs after January 1 in the year of a general election, or
- (b) the council consists of 6 or more councillors and the vacancy occurs
  - (i) in the 18 months before a general election and there is only one vacancy, or
  - (ii) in the 12 months before a general election and the number of councillors remaining is at least one more than the majority of the number of councillors comprising the council under section 143.

RSA 2000 cM-26 s162;2022 c16 s9(41)

**Chief elected official (elected) vacancy**

**163** If the chief elected official is elected by a vote of the electors of the whole municipality and the office becomes vacant, the vacancy must be filled

- (a) if on the date the vacancy occurs there are 12 months or more before a general election, by a by-election, or
- (b) if on the date the vacancy occurs there are less than 12 months before a general election, either by a by-election or by council appointing at the next council meeting one or more councillors as chief elected official so that
  - (i) only one councillor holds that office at any one time, and
  - (ii) the office is filled all the time.

1994 cM-26.1 s163

**Chief elected official (appointed) vacancy**

**164** If, under section 150, the chief elected official is appointed by council from among the councillors and the office becomes vacant, council must at the next council meeting appoint one or more councillors as chief elected official so that

- (a) only one councillor holds that office at any one time, and
- (b) the office is filled all the time.

1994 cM-26.1 s164

**Election day**

**165** Unless a council sets an earlier date, election day for a by-election under section 162 or 163 is 120 days after the vacancy occurs.

RSA 2000 cM-26 s165;2019 c22 s10(4)

**Minister orders by-election**

**166** If a vacancy must be filled by by-election under section 162 or 163 and a by-election is not held within 120 days after the vacancy occurs, the Minister may by order

- (a) set another date for the by-election;
- (b) extend the time for filling that vacancy to the next general election;
- (c) reduce the quorum for council;
- (d) direct the chief administrative officer to conduct the by-election;
- (e) take any other action the Minister considers necessary.

RSA 2000 cM-26 s166;2019 c22 s10(4)

**Quorum**

**167(1)** Except as provided in this or another enactment, the quorum of a council is

- (a) the majority of all the councillors that comprise the council under section 143, or
- (b) if there is a vacancy on the council and the council is not required to hold a by-election under section 162 or 163, the majority of the remaining councillors that comprise the council under section 143.

**(2)** For the purposes of quorum, a councillor is deemed to be absent for a vote if, under this or any other enactment,

- (a) the councillor is required to abstain from the vote, or
- (b) the councillor is permitted to abstain from the vote and does abstain.

1994 cM-26.1 s167

**No quorum**

**168(1)** The Minister may make an order described in subsection (2) in the following situations:

- (a) vacancies on council through resignations, disqualifications or recall petitions declared to be sufficient in accordance with section 240.8(2) have reduced the number of councillors to less than a quorum;
  - (b) the number of councillors able to attend a council meeting is less than a quorum;
  - (c) councillors are required to abstain from voting on a matter or are permitted to abstain from voting on a matter and have decided to abstain and the number of remaining councillors able to vote is less than a quorum.
- (2) If subsection (1) applies, the Minister may
- (a) order that the remaining councillors constitute a quorum,
  - (b) order that the remaining councillors constitute a quorum and appoint an official administrator for the purposes of supervision under section 575, or
  - (c) appoint an official administrator who has all the powers and duties of the council.
- (3) In a situation described in subsection (1)(c), the Minister may, as an alternative to the options in subsection (2),
- (a) order that all councillors may vote on the matter if otherwise eligible, or
  - (b) direct the chief administrative officer to conduct a vote of the electors on the matter with directions respecting the date of the vote of the electors, the question to be voted on by the electors and procedural matters.
- (4) The council must comply with the result of the vote of the electors held under subsection (3)(b).
- (5) A councillor is not disqualified for having voted on a matter
- (a) in accordance with the Minister's order under subsection (3)(a), or
  - (b) for the purpose of complying with the results of a vote conducted under subsection (3)(b).

RSA 2000 cM-26 s168;2021 cR-5.7 s71



## Town of Mayerthorpe

Report Title : NAKAMUN TOTAL CONTRACT HRS

Report Range

Start: 2023/09/01 0000

End: 2023/09/30 2359

### Man Hour Report by User

TOWN OF MAYERTHORPE

#### KASAMBA, GERVAIS

Event start: 2023/09/02 1200      Event end: 2023/09/02 1330      Time: (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

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

Event start: 2023/09/08 1200      Event end: 2023/09/08 1330      Time: (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

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

Event start: 2023/09/15 0930      Event end: 2023/09/15 1100      Time: (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

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

Event start: 2023/09/22 0900      Event end: 2023/09/22 1030      Time: (90) Minutes

Address: SUMMER VILLAGE

Activity Type: GENERAL PATROL

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

Event start: 2023/09/29 0900      Event end: 2023/09/29 1030      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      7 Hours      30 Minutes

Total Group Time:      7 Hours      30 Minutes

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## Town of Mayerthorpe

Report Title : NAKAMUN TOTAL CONTRACT HRS

Report Range

Start: 2023/09/01 0000

End:

2023/09/30 2359

### Man Hour Report by User

All Officers: Total Time On Calls

7 Hours

30 Minutes

(26)

Nakamun Park    2017    2018    2019    2020    2021    2022

# Summer Village of Nakamun Park

**MUNICIPAL INTERVENTION:** No  
Description: The Province may need to intervene under exceptional circumstances. Flagged when Municipal Affairs has used its legislative authority to intervene in the municipality's operations, including viability reviews, inspections, etc.  
Municipal Response: Not Required

## No Concern

## No

TAX BASE BALANCE	TAX COLLECTION RATE	POPULATION CHANGE	CURRENT RATIO
N/A	95.81%	N/A	2.94
ACCUMULATED SURPLUS/DEFICIT	ON-TIME FINANCIAL REPORTING (Date Received)	DEBT TO REVENUE PERCENTAGE	DEBT SERVICE TO REVENUE PERCENT
\$361,283	April 29, 2023	0.00%	0.00%
INVESTMENT IN INFRASTRUCTURE	INFRASTRUCTURE AGE	INTEREST IN MUNICIPAL OFFICE	
4.66	86.86%	N/A	

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**Town of Onoway**

Mail: Box 540  
Onoway, Alberta  
T0E-1V0  
Town Office: 4812-51 Street  
Phone: 780-967-5338

**November 7, 2023**

**Town of Onoway Organizational Meeting – October 26, 2023**

Council of the Town of Onoway held their organizational meeting on October 26, 2023. The results of the Organizational Meeting are:

Mayor	Lenard Kwasny
Deputy Mayor	Lisa Johnson
Councillor	Bridgitte Coninx
Councillor	Robin Murray
Councillor	Sheila Pockett

**COMMISSION APPOINTMENTS:**

**Capital Regional Assessment Services Commission**

- Councillor Robin Murray as representative and Deputy Mayor Lisa Johnson as alternate

**Highway 43 East Waste Commission**

- Mayor Lenard Kwasny as representative and Deputy Mayor Lisa Johnson as alternate

**West Inter Lake District (WILD) Regional Water Services Commission**

- Councillor Robin Murray as representative and Councillor Bridgitte Coninx as alternate

**REGIONAL BOARD APPOINTMENTS:**

**Lac Ste. Anne East End Bus Society**

- Councillor Robin Murray as representative and Deputy Mayor Lisa Johnson as alternate

**Yellowhead East Community Futures**

- Councillor Robin Murray as representative and Councillor Bridgitte Coninx as alternate

**Lac Ste. Anne Foundation**

- Mayor Lenard Kwasny as representative

**Yellowhead Regional Library Board**

- Councillor Bridgitte Coninx as representative

**Economic Development Committee/Partnership Committee**

- Councillor Bridgitte Coninx and Councillor Robin Murray as representatives and Councillor Sheila Pockett as alternate

**Community Policing Advisory Committee (CPAC)**

- Deputy Mayor Lisa Johnson as representative and Councillor Sheila Pockett as alternate

**Onoway Regional Medical Clinic / Physician Recruitment Retention Committee**

- Councillor Bridgitte Coninx as representative and Councillor Sheila Pockett as alternate

**North Saskatchewan Watershed Alliance**

- Councillor Bridgitte Coninx as representative; Public Works Manager to the Technical Committee

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**Town of Onoway Organizational Meeting Appointments – Page 2**

**Onoway Regional Fire Services**

- Deputy Mayor Lisa Johnson as representative and Councillor Sheila Pockett as alternate; Chief Administrative Officer or designate to attend

**Emergency Management/ Disaster Services Committee**

- Deputy Mayor Lisa Johnson and Councillor Bridgitte Coninx as representatives

**LOCAL BOARD APPOINTMENTS:**

**Town of Onoway Library Board**

- Councillor Bridgitte Coninx and Councillor Sheila Pockett as representatives

**Region 1 Recreation and FCSS Board**

- Council as a Whole

**Onoway and District Chamber of Commerce**

- Councillor Bridgitte Coninx as representative and Councillor Sheila Pockett as alternate

**Onoway Beautification Committee**

- Councillor Sheila Pockett as representative and Councillor Bridgitte Coninx as alternate

**Onoway and District Agricultural Society (ODAS) - (Arena)**

- Councillor Bridgitte Coninx as representative and Deputy Mayor Lisa Johnson as alternate

**Onoway Facility Enhancement Association (OFEA) – Community Hall**

- Councillor Robin Murray as representative and Deputy Mayor Lisa Johnson as alternate

**Onoway and District Historical Guild**

- Deputy Mayor Lisa Johnson as representative and Councillor Robin Murray as alternate

**Regional Wastewater Line Committee**

- Mayor Lenard Kwasny as representative, Deputy Mayor Lisa Johnson as alternate and CAO Thompson to the Technical Committee

**Regional Trail Committee**

- Deputy Mayor Lisa Johnson and Councillor Bridgitte Coninx as representatives

**Onoway Economic Development and Tourism Committee**

- Mayor Lenard Kwasny and Deputy Mayor Lisa Johnson as representatives

**Onoway Interagency Committee**

- Mayor Lenard Kwasny and Deputy Mayor Lisa Johnson as representatives

**MISCELLANEOUS COMMITTEE APPOINTMENTS:**

**Inter Municipal Development Plan Negotiating Committee**

- Councillor Bridgitte Coninx as representative and Councillor Sheila Pockett as alternate

**Highway 43 Functional Planning Study – Technical Review Committee**

- Councillor Bridgitte Coninx as representative and Deputy Mayor Lisa Johnson as alternate

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