

# SUMMER VILLAGE OF NAKAMUN PARK

## AGENDA

Wednesday April 17<sup>th</sup>, 2024 – 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:
  - a) Land Acknowledgement:  
*The Summer Village of Nakamun Park acknowledges that we are meeting on Treaty 6 Territory and on the homelands of the Metis Nation. We acknowledge all indigenous peoples who have walked these land for centuries, and where wrongs have been done, we dedicate our efforts to moving forward in a renewed spirit of reconciliation and collaboration with our indigenous stakeholders, friends, and neighbours so that the mistakes of the past are never repeated in the future.*
  
2. Agenda:
  - a) Wednesday April 17<sup>th</sup>, 2024 Regular Council Meeting
  
3. Minutes: (1-4)
  - a) Thursday March 21<sup>st</sup>, 2024 Regular Council Meeting
  - b)
  
4. Appointment:
  - a) 2:15 pm – Laura Marcato, Seniuk and Company – Municipal Auditor, to present the 2023 Financial Statements.
  
5. Bylaws/Policies:
  - a)
  - b)
  
6. Business: (5-6)
  - a) 2023 Financial Statements – the draft statements will be presented by the municipal auditor earlier in the meeting. A copy of the statements will be circulated during the meeting for review. RFD-2024-13 is attached for additional background and direction.
  - (7-9) b) 2024 FCSS Allocations – RFD 2024-14 is attached for background and review.
  - (10-11) c) WILD Water Commission 2024 AGM – RFD 2024-15 is attached for review and direction.
  - (12-14) d) Fire Services – Mutual Aid Agreement – RFD 2024-16 is attached for background and review.
  - (15-22) e) Alberta Counsel, Grant Writing Services Agreement – RFD 2024-17 is attached, including the proposed agreement, for review.
  - (23-24) f) Disposal of Asset, Weed Harvester Offer to Purchase, RFD 2024-18 is attached for discussion.
  - (25-26) g) Five Year Operating and Capital Plans – RFD 2024-19 is attached for background, and the most recent and proposed iteration of the Five Year (2024-2029) Operating and Capital Plans will be circulated and reviewed during the meeting.

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- (27-31) h) 2024 Operating and Capital Budget – RFD 2024-20 is attached for review.
- (32-33) i) Bylaw 2024-4, Special Fire Protection Tax Bylaw 2024– RFD 2024-21 is attached for background and consideration.
- (34-43) j) Bylaw 2024-5, Tax Rate Bylaw 2024 – RFD 2024-22 is attached for consideration.
- h) Annual Information Meeting – Date/Time and Location – here for discussion and direction (set meeting date).
- 7. Financial a) N/A
- 8. Councillor Reports
  - a) Mayor
  - b) Deputy Mayor
  - c) Councillor
- 9. Administration Reports
  - a) CAO
    - a. Harvester Purchase – Order Finalized, Working on Delivery Timeline, Working on Disposal of Asset Recommendation.
    - b. Election Process Updates
    - c. Summer Student Funding and Position Advertising
    - d. Notice Board for the Community
- 10. Information and Correspondence
  - (44) a) Canada Summer Jobs – April 11<sup>th</sup>, 2024 email confirming the requested funding and application for Summer Village of Nakamun Park has been approved.
  - (45) b) Fire Rescue International – March 16<sup>th</sup>, 2024 Media Release Regarding Fire Response to Incident in Onoway (Hazardous Materials Incident).
  - (46-51) c) Gov't of Alberta, Municipal Affairs – March 18<sup>th</sup>, 2024 letter and background on proposed consultation and revisions to the assessment model in the province.

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(52-56)

- d) SVREMP – March 7<sup>th</sup>, 2024 Advisory Committee Meeting Minutes
11. Closed Meeting  
a) N/A
12. Next Meeting Date  
a) Schedule the next regular council meeting for May 15<sup>th</sup>, 2024, or alternate date.
13. Adjournment

### Upcoming Meetings:

April 27<sup>th</sup>, 2024 – Nomination Day (Byelection)  
May 15<sup>th</sup>, 2024 – Regular Meeting (Proposed)  
May 18<sup>th</sup>, 2024 – Shop Ribbon Cutting (Tentative)  
May 18<sup>th</sup>, 2024 – Advance Vote (Byelection)  
May 25<sup>th</sup>, 2024 – Election Day (Byelection)  
June 19<sup>th</sup>, 2024 – Regular Meeting Date (Proposed)

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE OF ALBERTA, HELD ON THURSDAY MARCH 21<sup>st</sup>, 2024 AT 2:00 P.M. AT THE WILDWILLOW ENTERPRISES INC.MAIN OFFICE.

	<b>PRESENT</b>	<p>Mayor: Marge Hanssen  Deputy Mayor: Keith Pederson  Councillor: Vacant</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 2:02 p.m.
2.	<b>AGENDA</b>  44 -24	<b>MOVED</b> by Mayor Hanssen that the agenda for the Thursday March 21 <sup>st</sup> , 2024 regular meeting of council be approved as presented.  <b>CARRIED.</b>
3.	<b>MINUTES</b>  45 -24	<b>MOVED</b> by Deputy Mayor Pederson that the minutes for the Thursday February 22 <sup>nd</sup> , 2024 regular meeting of council be approved as presented.  <b>CARRIED.</b>
4.	<b>APPOINTMENT</b>	N/A
5.	<b>BYLAW</b>	N/A
6.	<b>BUSINESS</b>  46 - 24  47 - 24	<p><b>MOVED</b> by Mayor Hanssen that Council approve the Transportation Routing and Vehicle Information System Multi Jurisdiction, or TRAVIS-MJ, agreement as presented for the term April 1<sup>st</sup>, 2024 through March 31<sup>st</sup>, 2027, and authorize execution of same by Chief Administrative Officer Moskalyk under seal of the municipality.  <b>CARRIED.</b></p> <p><b>MOVED</b> by Deputy Mayor Pederson that Council acknowledge receipt of the Safety Codes Council, 2023 Annual Internal Review, and accept the report and findings as information.  <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 THURSDAY MARCH 21<sup>ST</sup>, 2024 AT 2:00 P.M. AT THE WILDWILLOW ENTERPRISES INC. MAIN OFFICE.

	<p>48 - 24</p>	<p><b>MOVED</b> by Deputy Mayor Pederson that Council accept as information the resident correspondence regarding request for additional clean-up of Municipal Reserve R5, and that directing administration prepare a reply to Mr. Zenko as discussed.</p> <p style="text-align: right;"><b>CARRIED.</b></p>
	<p>49 - 24</p>	<p><b>MOVED</b> by Mayor Hanssen that Council authorize administration to make enquiries for, and if eligible apply to, the FRIAA-Community Fireguard Program, for the next Expression of Interest intake to assist with any future clean-up of Municipal Reserve R5, as discussed.</p> <p style="text-align: right;"><b>CARRIED.</b></p>
	<p>50 - 24</p>	<p><b>MOVED</b> by Mayor Hanssen that Council confirm receipt of the Notice of Termination of Fire Services (effective March 7<sup>th</sup>, 2025) from the Town of Onoway and direct administration to arrange a reply letter regarding same.</p> <p style="text-align: right;"><b>CARRIED.</b></p>
	<p>51 - 24</p>	<p><b>MOVED</b> by Deputy Mayor Pederson that Council direct Administration to prepare a public communication, including a website post and message for the Spring Newsletter, detailing the plan for transition in fire services, as discussed.</p> <p style="text-align: right;"><b>CARRIED.</b></p>
	<p>52 - 24</p>	<p><b>MOVED</b> by Deputy Mayor Pederson that Council accepts the discussion on the Draft Operating and Capital Budget and Five-Year Plans presented on March 21<sup>st</sup>, 2024, and directs administration to return a revised draft for continued consideration to the next meeting, inclusive of changes as discussed.</p> <p style="text-align: right;"><b>CARRIED.</b></p>
<p>7.</p>	<p><b>FINANCIAL</b></p> <p>53 - 24</p>	<p><b>MOVED</b> by Deputy Mayor Pederson that Council accepts the February 2024 Income and Expense Statements for the Summer Village of Nakamun Park, as presented during the meeting, as information.</p> <p style="text-align: right;"><b>CARRIED.</b></p>
<p>8.</p>	<p><b>COUNCIL REPORTS</b></p> <p>54 - 24</p>	<p><b>MOVED</b> by Mayor Hanssen that Council accept the Council Reports for information, 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 THURSDAY MARCH 21<sup>st</sup>, 2024 AT 2:00 P.M. AT THE WILDWILLOW ENTERPRISES INC.MAIN OFFICE.

9.	<b>ADMINISTRATION /PUBLIC WORKS REPORTS</b>  55 - 24	<b>MOVED</b> by Deputy Mayor Pederson that Council accept the Administration and Public Works reports for information, as presented.  <b>CARRIED.</b>
1	<b>INFORMATION / CORRESPONDENCE</b>  56 - 24	<b>MOVED</b> by Mayor Hanssen that the following information and correspondence items be accepted as information: <ul style="list-style-type: none"> <li>a) Fortis Alberta – November 2023 letter confirming their approval of our grant request under the Save Energy Grant stream. This was applied to the LE lights in the Shop Renovation, but we just receive the letter and Plaque recently.</li> <li>b) SREMP – Advisory Committee Meeting, Minutes from Thursday March 7<sup>th</sup>, 2024 Meeting. I am going to start adding these to meeting agendas going forward as there is great information on what peer organizations are prioritizing (ideas for what might work in SVNP as well) and also highlights for upcoming training and exercises that we should keep in mind.</li> <li>c) ABmunis – Fire Rescue International March 10<sup>th</sup>, 2024 Media Release regarding a fire response in member community Summer Village of Val Quentin.</li> <li>d) Office of the Information and Privacy Commissioner – March 4<sup>th</sup>, 2024 letter highlighting recent changes to the investigatory and complaints process for FOIP, HIA and PIPA requests.</li> <li>e) Gov’t of Alberta, Municipal Affairs – February 29<sup>th</sup>, 2024 letter from Minister McIver regarding the release of Budget 2024 and highlighting municipal interests addressed therein.</li> <li>f) Gov’t of Alberta, Municipal Affairs – undated email letter from Minister McIver inviting participation in the upcoming (now live) survey on Intermunicipal Collaboration Framework content and impact at the local level as we gear up for the imminent renewal cycle of same.</li> </ul> <b>CARRIED.</b>
11.	<b>CLOSED MEETING</b>	N/A

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK,  
IN THE PROVINCE OF ALBERTA, HELD ON THURSDAY MARCH 21<sup>st</sup>, 2024 AT 2:00 P.M. AT THE  
WILDWILLOW ENTERPRISES INC.MAIN OFFICE.

12.	<b>NEXT MEETING</b>  57 - 24	<b>MOVED</b> by Mayor Hanssen that the next regularly scheduled meeting be held on Wednesday April 17 <sup>th</sup> , 2024 at 2:00 p.m.  <b>CARRIED.</b>
13.	<b>ADJOURNMENT</b>	Mayor Hanssen declared the meeting adjourned at 4:407 p.m.

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

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



## Summer Village of Nakamun Park Request For Decision - (RFD) 2024-13

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>April 17<sup>th</sup>, 2024</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>Audited Financial Statements 2023</b>
<b>Agenda Item Number:</b>	<b>6(a) – Regular Meeting Business</b>

### **BACKGROUND/PROPOSAL:**

The municipality is required to complete an annual audit of its financial records. The Summer Village has engaged Seniuk and Company to complete the annual audit and the statements must be complete and approved by council prior to the end of April annually (so that they can be included in the SIR/FIR Report to the province on time).

The draft statements will be circulated during the meeting and the Auditor will be available to review the report with council at that time.

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

The draft statements will be circulated during the meeting and the Auditor will be available to review the report with council at that time.

While there are many key indicators of fiscal health outlined in the statements, Administration is particularly interested in the annual surplus or deficit (in real cash terms – without amortization) as this gives us a strong feel for how much flexibility the municipality will have in adjusting to external changes in costs (for example, new shop utility costs, or weathering a revamp of the fire service contract) and revenues (i.e. adjustments to grant funding sources/amounts).

As Council will recall, 2023 was a year of abnormally high project expenses with the completion of the shop project and drainage projects. We are expecting the Financial Statements to reflect a net decrease in cash reserves and grant deferred revenue as a result of these expenses, as discussed. We are also expecting that the core operating budget maintained its target for reserve contributions indicating that overall it is business as usual and the municipality remains on track for the 5 year operating and capital plan.

One thing we will need to make special note of for future planning and budgets is the new amortization/depreciation number (which will be higher because of the new asset value (shop/structures/equipment)) and in theory we need to work on increasing annual reserve contributions to bridge the amortization gap and avoid an infrastructure deficit. This is a tricky number to pinpoint in recreational communities because there is an "theoretical depreciation" in the TCA schedule (set by common policy) and a "real depreciation" that we see on the ground level: for example equipment might be amortized over 20 years in accounting standards, but because the summer village only equipment sparingly its useful life is actually – in real term – longer than 20 years. We normally try and keep a 25-30% amortization "cost" in the budget (to increase reserves) reflecting both the depreciation matter above, and also the fact that municipalities have





capital assets offset by significant grant allocations (or at least have in the past, and we assume will in the foreseeable future).

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

N/A

**RECOMMENDED ACTION:**

1. Council approve the 2023 Financial Statements for the Summer Village of Nakamun Park, as prepared by Seniuk and Company and authorize execution of same by Mayor Hanssen and CAO Moskalyk.

<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) 2024-14

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>April 17<sup>th</sup>, 2024</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>2024 FCSS Grant Funding Allocation – Primary Allocation</b>
<b>Agenda Item Number:</b>	<b>6(b) – Regular Meeting Business</b>

### **BACKGROUND/PROPOSAL:**

The municipality receives an annual grant allocation through FCSS (Family and Community Support Services). In 2024 this total fund will be \$3,165, including \$633 being the municipal portion. Of this fund, a portion (~15%) is taken off for administration of the service (reviewing applications and filing reports, etc.) and the balance of \$2,720 is left to be allocated to community programs.

Shelley, our designated FCSS coordinator, has provided a summary of the 2022 and 2023 allocations (to each community group on record), for reference in this discussion. Shelley is requesting Council provide direction on the appropriate allocations for 2024.

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

Council has asked to have a more direct role in assigning these funds. In the past this was left to administration, but with the growing (and changing) service base, there is merit for having a more rounded – and proactive - review of this initiative every year.

In the past, and proposed to continue, SVNP assigned FCSS funding as follows:

- 1) Primary allocation done by Q2 of the year:
  - a. SVNP retains ~1/2 of the fund for internal discretionary use (Nakamun Family Day/Picnic/etc.) and All-Net Costs.
  - b. SVNP allocates to any number of community groups the balance of the fund (~1/2) as an initial allocation.
- 2) A program assessment is completed after the summer season (once SVNP has completed its family events for the year) and any remaining unspent funds are recalled from SVNP and distributed as a top-up to the community groups (at administrations discretion).

Overall, this system seems to work well. It gives opportunity for council to review and comment on priority initiatives in the community and add new groups to the list that administration might not necessarily be aware of. It also allows for funding distribution and budget certainty for all stakeholders.

During the meeting, Council will be asked to provide direction on which groups they would like to fund, and how much to each, based on a budgeted "external fund" of \$2,720 less \$1,390 (\$618 for All-Net and \$772 for Picnic), equaling \$1,330.



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

FCSS is assigned by agreement with the Province of Alberta whereby Alberta assigns a total funding level and promises to cover 80% of same, with the municipality promising to cover the balance of 20%. Administration costs, to a prescribed level can be deducted as an eligible cost to the program. The municipal portion of the fund is covered through general taxation in the annual budget.

**RECOMMENDED ACTION:**

1. Council authorize the primary distribution of FCSS funding for 2024 as follows:
  - a. SVNP - \$1390
  - b. Camp Nakamun - \$245
  - c. Onoway Legion - \$245
  - d. Onoway Arena/Ag Society - \$245
  - e. Stettin Nakamun Hall - \$245
  - f. East End Bus – Seniors in Motion - \$100
  - g. Fire Services – Fire Preparedness Community Presentation - \$250;  
(or some other distribution as discussed).

And that administration be authorized to recall and reallocate any funds assigned the municipality but not spent by October 1<sup>st</sup>, 2024 at their discretion from the list of prequalified community groups.

<b>Initials show support – Reviewed By:</b>	<b>CAO: <i>D. Moskalyk</i></b>
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**SUMMER VILLAGE OF NAKAMUN PARK FCSS FUNDING**

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EVENT	FUNDING 2024	FUNDING 2023	FUNDING 2022	CHEQUE MADE OUT TO
ALLNET		\$ 580.00	\$ 578.55	S.V. OF NAKAMUN
CAMP NAKAMUN		\$ 150.00	\$ 150.00	CAMP NAKAMUN
CURLING CLUB			\$ -	
EAST END BUS			\$ -	
FOOD BANK			\$ 50.00	FOOD BANK - UNITED CHURCH
GIRL GUIDES			\$ -	
LEGION		\$ 100.00	\$ 100.00	ONOWAY LEGION
MEALS ON WHEELS			\$ 50.00	MEALS ON WHEELS (H. BOURKE)
NAKAMUN FUN DAY		\$ 910.98	\$ 675.00	S.V. OF NAKAMUN
ODAS		\$ 100.00	\$ 225.00	ODAS ARENA
ODAS FARMERS MARKET		\$ 100.00	\$ 100.00	ODAS ARENA
ONOWAY ELEMENTARY SCHOOL			\$ -	
ONOWAY HIGH SCHOOL			\$ -	
ONOWAY LIBRARY			\$ 225.00	ONOWAY PUBLIC LIBRARY
ONOWAY QUILTING GROUP			\$ 200.00	ONOWAY QUILTING GROUP
SCOUTS			\$ -	
STETTIN HALL		\$ 250.00	\$ 250.00	STETTIN NAKAMUN HALL, RR1, ONOWAY, AB T0E 1V0
FIRE APPRECIATION (WENDY)		\$ 500.00		
<b>TOTAL</b>	<b>0</b>	<b>\$ 2,690.98</b>	<b>\$ 2,603.55</b>	
<b>FCSS FUNDING</b>	<b>\$ 2,720.26</b>	<b>\$ 2,690.98</b>	<b>\$ 2,603.55</b>	
<b>LEFT TO SPEND</b>	<b>\$ 2,720.26</b>	<b>\$ -</b>	<b>\$ -</b>	



## Summer Village of Nakamun Park Request For Decision - (RFD) 2024-15

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>April 17<sup>th</sup>, 2024</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>WILD Water Commission 2024 Annual General Meeting</b>
<b>Agenda Item Number:</b>	<b>6(c) – Regular Meeting Business</b>

### **BACKGROUND/PROPOSAL:**

The Summer Village of Nakamun Park is a member of the WILD Water Commission. Under the provisions of the Business Plan and Bylaws for this commission, an annual meeting is held to update the membership on the annual activities of the commission and review the financial statements for same.

The March 26<sup>th</sup>, 2024 invitation to members is attached for reference.

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

Council has traditionally sent representation to the AGM for WILD. It is being held on April 27<sup>th</sup>, 2024 in Alberta Beach at 11am and an RSVP is requested to ensure enough seats and lunches are arranged. If Council wishes to attend they should pass a motion authorizing same. CAO Moskalyk will already be in attendance on behalf of WILD management.

Usually these meetings are informative, but a bit distant from priorities of Nakamun Park year-to-year. The 2024 meeting may be a bit more important because of the concurrent work on a new business plan, and the expected announcement of funding for, and undertaking of, the final construction phase – Phase 5 – ahead of this meeting. These factors have direct implications for members, all members, including Nakamun Park (from a cost perspective) so may be worth hearing first hand.

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

Attendance would be covered under the council function of the annual budget.

### **RECOMMENDED ACTION:**

1. Council authorize the attendance of \_\_\_\_\_ (or all of council) to the WILD Water Commission 2024 Annual General Meeting of members on April 27<sup>th</sup>, 2024 in Alberta Beach and direct administration to RSVP for same.

<b>Initials show support – Reviewed By:</b>	<b>CAO: D. Moskalyk</b>
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**WEST INTER LAKE DISTRICT (WILD)  
REGIONAL WATER SERVICES COMMISSION**

Box 8 Alberta Beach, AB. T0E 0A0  
Ph: 780-967-0271 Fax: 780-967-0431  
Email: [wildwatercommission@gmail.com](mailto:wildwatercommission@gmail.com)

March 26<sup>th</sup>, 2024

**TO: ALL COMMISSION MEMBERS**  
***(Sent by Email)***

Dear Member,

**Re: WILD Water Commission - 2024 Annual General Meeting**

Please be advised that the Board of Directors has now scheduled the 2024 Annual General Meeting to be held on Saturday April 27<sup>th</sup>, 2024, at 11:00 a.m. at the Alberta Beach Seniors Centre (5012 49 avenue).

Members and guests are invited to stay after the meeting for a light lunch and refreshments. Please RSVP to Administration at [wildwatercommission@gmail.com](mailto:wildwatercommission@gmail.com) by 4:00pm on April 17<sup>th</sup>, 2024.

On behalf of the Board of Directors and commission staff, thank you to all our members and stakeholders who continue to share in our successes. We look forward to another year of growth – as a regional utility and as a community partner.

Sincerely,



Lorne Olsvik  
Chairman  
Director for Lac Ste. Anne County  
WILD Water Commission

cc: Members  
Board of Directors  
Commission Manager





## Summer Village of Nakamun Park Request For Decision - (RFD) 2024-16

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>April 17<sup>th</sup>, 2024</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>Fire Services – Mutual Aid Recommendation Post March 7<sup>th</sup>, 2025 – Fire Rescue International</b>
<b>Agenda Item Number:</b>	<b>6(d) – Regular Meeting Business</b>

### **BACKGROUND/PROPOSAL:**

With the fallout of the Onoway decision to end participation in the regional fire service framework (on March 7<sup>th</sup>, 2025), as both service partner and managing partner, still being assessed by the remaining partners, Fire Rescue International (FRI) is advising some proactive steps to help ensure the service area is not unduly impacted during the transition period in Fire Services.

As Council will recall, FRI has committed to patching the fire service framework for the original term of the existing agreement (ending Dec. 31<sup>st</sup>, 2025), with the good faith effort of all stakeholders being the negotiation of a new agreement under a reconstituted framework beginning 2026. Much work needs to be done, and is being done, to get a proposal in this before stakeholders sooner rather than later.

On the assumption that 2025 will remain a transition year in some respect, FRI is advising that some members – and in fact all remaining members – in particular SVNP take steps to ensure that in worst case scenario (i.e. that no bridge service, either collectively or regionally, is agreed to by March 7<sup>th</sup>, 2025) the best available service(s) is engaged for the protection of the community.

The April 6<sup>th</sup>, 2025 letter from FRI is attached for review.

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

FC Ives is encouraged to know that SVNP is committed to negotiating an extension of service under the regional partnership, but he does not that the impact of the loss (temporary or permanent) of the Onoway Station will have a very real impact on average response times to Nakamaun Park. We estimate this at approximately an additional 11-minute travel time per response as it now must come from Alberta Beach. In this case, it is all the more important for SVNP to have an active mutual aid agreement with our regional partners – in particular Lac Ste. Anne County.

When the Onoway agreement expires (March 7<sup>th</sup>, 2025) the existing mutual aid framework will technically collapse as well. Ideally, if we wish the remaining in the regional framework at that time a new managing partner will have been assigned and a new mutual aid framework included in this transition (for example Alberta Beach contracts FRI (as Onoway did before) and Alberta Beach harbours and mutual aid agreement with LSAC for all a partners under same, for both the transition period and then into a new contract term. In a worst case scenario, this bridge agreement might not occur ahead of March 7<sup>th</sup>, 2025, and so FRI is suggesting that SVNP take the



proactive step of asking for an independent mutual aid agreement in the event a regional one is not in place at that date.

This is certainly sound advise. Administration is seeking council direction to take this step of contacting LSAC and others to prepare for this situation by drafting a mutual aid (one-way aid) agreement directly with interested parties.

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

The cost of mutual aid is typically only per response and response rates (i.e. there is no standby fee assigned). This would need to be confirmed in negotiation. Administration can do the bulk of the negotiating to the draft agreement stage as part of "normal business" but council may want some legal review of any proposed agreement if/when the time comes.

**RECOMMENDED ACTION:**

1. Council authorise administration to make request to Lac Ste. Anne County, and other regional fire service entities deemed appropriate, for the possibility of securing a direct one-way mutual aid agreement effective March 7<sup>th</sup>, 2025 and surviving by transition into a new regional model should same be developed in for 2026.

<b>Initials show support</b> – Reviewed By:	<b>CAO: <i>D. Moskalyk</i></b>
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# **FIRE RESCUE INTERNATIONAL (DIVISION 7801)**

April 6, 2024

Attention: Summer Village Nakamun Park Mayor, Council, & Administration  
Regarding: Mutual Aid Agreements

I am reaching out to you today to emphasize the critical importance of Mutual Aid Agreements (MAAs) following our previous discussions on this matter. As you are aware, I have consistently advocated for the establishment and maintenance of mutual aid agreements with neighboring fire departments, even in scenarios where the likelihood of requiring their assistance may seem remote.

The devastating province-wide firestorm experienced last year served as a stark reminder of the necessity for communities, regardless of size or proximity, to collaborate in safeguarding the welfare of residents, businesses, and visitors across jurisdictions. Given the relatively secluded locations of your community, it is imperative to address potential response challenges that may arise during adverse circumstances, such as the occurrence of a "Perfect Storm." Prolonged response times could exacerbate incidents, necessitating additional resources. In the event of a wildfire, your nearest mutual aid partner might already be stretched thin dealing with their own emergencies. Hence, having contingency plans, including alternative mutual aid agreements, is paramount.

I strongly urge you to reopen discussions regarding mutual aid with the surrounding areas, with particular emphasis on engaging with:

Westlock County: Busby Station

Town of Barrhead / Barrhead County: Barrhead Station

Lac Ste. Anne County: Rich Valley Station

I recommend expediting efforts to establish aid agreements with Westlock County and Barrhead at the earliest opportunity. Additionally, I advise securing a mutual aid agreement with Lac Ste. Anne County before March 7th, 2025. Should you require any assistance during the negotiation process, please do not hesitate to reach out to me.

Thank you for your attention to this matter. Together, by fortifying our collaborative efforts, we can better prepare for and mitigate potential emergencies.

Best regards,

  
FC David Ives

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## Summer Village of Nakamun Park Request For Decision - (RFD) 2024-17

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>April 17<sup>th</sup>, 2024</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>Alberta Counsel – Funding Agreement (Grant Services)</b>
<b>Agenda Item Number:</b>	<b>6(e) – Regular Meeting Business</b>

### **BACKGROUND/PROPOSAL:**

Earlier this year, ASVA had started the process of engaging – on behalf of all members, including SVN – Alberta Counsel (based in Edmonton) for an ancillary municipal service. This service it was to assist local authorities with grant writing. Since that time, ASVA has provided no further update on the process, so administratively we reach out directly to Alberta Counsel in late March to see if this service was still on the table.

In speaking with Alberta Counsel, they indicated a willingness to provide the same service arrangement being proposed through ASVA (no retainer fee, a portion of any awarded funds) to our partner municipalities in our office. After a meeting on April 3<sup>rd</sup>, 2024 attended by Heather and myself, it was clear to us that there are significant benefits to engaging this service and giving it a try.

We have requested (as have all other municipalities in our office) a service agreement to engage this service through Alberta Counsel, and same is attached for review.

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

With other external grant funding sources being impacted by the new LGFF formula, and an ever increasing pressure on traditional secondary funding streams available tot municipalities, it is all the more important for us to find new grant funding sources for special projects. The problem is that this can be time consuming to research, and even more complex to navigate application requirements, etc. Alberta Counsel has a track record of doing both very well.

The cost is based entirely on awarded funding, so there is no obligation to the municipality unless they receive funding through Alberta Counsel efforts. This obligation is 1.5% of the awarded fund, so very reasonable. The service includes reporting to council and engagement with the municipality on strategic priorities and funding sources to meet those priorities.

The term of the contract is offered at 12 months, with option to extend or renew – so this is also not a long term commitment if we find it just is not working for us.

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

As noted above, no upfront cost or budget impact. Cost only charged on award of a successful application funding amount at a 1.5% rate, regardless of award amount.



**RECOMMENDED ACTION:**

1. Council approve the agreement with Alberta Counsel for the provision of grant research, reporting and writing services, as presented, and authorize execution of same by Chief Administrative Officer Moskalyk.

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

## FUND DEVELOPMENT AGREEMENT

THIS AGREEMENT made effective this 1st day of April, 2024 (the "Effective Date").

BETWEEN:

**Alberta Counsel Ltd.**  
800, 9707 – 110 Street  
Edmonton, Alberta T5K 2L9  
(the "Contractor")

Of The First Part

- and -

**Summer Village of Nakamun Park**  
  
(the "Client")

Of The Second Part

**WHEREAS** the Client is seeking the services of the Contractor for fund development support and/or grant writing services on behalf of the Summer Village of Nakamun Park, Alberta;

**AND WHEREAS** the Client has agreed with the Contractor to have the Contractor perform the Work as defined in this agreement (the "Agreement") and subject to the terms in this Agreement;

**NOW THEREFORE** in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

### Section 1 Definitions and Interpretation

1.1 In this Agreement, including the schedules attached hereto, the following defined terms shall have the meanings indicated:

- (a) "Commencement Date" means the Effective Date as first set out above;
- (b) "Contract Price" means that Contract Price as described in this Agreement and as detailed in the Schedules and amendments thereto;
- (c) "Rights" means all rights, title and interest in intellectual property of any sort, including but not limited to, copyright in all materials, algorithms, programming code (both source and object), manuals and training materials, all procedures, processes and know-how, all patents, all trade secrets, trademarks, calling data, data analysis and confidential information;
- (d) "Term" means that duration as described in the Agreement and as detailed in the Schedules and amendments thereto; and
- (e) "Work" means that Work as described in this Agreement and as detailed in the Schedules and amendments thereto.

### Section 2 General Terms

2.1 Each party hereto acknowledges that it or its solicitors have reviewed and participated in the settling of the terms of this Agreement, and therefore any rule of construction to the effect that any ambiguity is to be resolved against the drafting party shall not be applicable in the interpretation of this Agreement.

2.2 All references to dollar amounts in this Agreement shall be in the lawful currency of Canada.

2.3 Time in all respects shall be of the essence of this Agreement and the time for doing or completing any matters provided for in this Agreement may be extended or abridged only by agreement in writing signed by the Client and the Contractor, or by their respective solicitors or as otherwise provided for in this Agreement.

- 2.4 As the context of this Agreement so requires, words that import the singular shall include the plural, and vice versa, and words that import a particular gender shall include all other genders.
- 2.5 The division of this Agreement into sections and the insertion of headings are for convenience of reference only and shall not affect the construction or interpretation of this Agreement.
- 2.6 Unless otherwise expressly stated, all references to section numbers and schedules herein shall be deemed to mean the section numbers and schedules contained within this Agreement.
- 2.7 All references to a "person" or "persons" in this Agreement shall include individuals, partnerships, firms, corporations, trusts, public authorities, and unincorporated associations as the context so requires.
- 2.8 If the date for the performance of any obligation under this Agreement falls on a Saturday, Sunday or statutory holiday in the Province of Alberta, then such date shall be deemed extended to the next following Business Day.
- 2.9 For the purposes of this Agreement, the term "knowledge" or "know" shall mean actual knowledge, without inquiry.
- 2.10 The following schedules are incorporated into and form a part of this Agreement:

**Schedule A - Retainer Details.**

**Section 3 Description of Work**

- 3.1 Unless otherwise stated in this Agreement, the Contractor shall supply all materials, labour, and supervision to perform the Work as described in Schedule "A" on the terms and conditions herein provided during the Term of this Agreement.

**Section 4 Other Contractors**

- 4.1 The Contractor and the Client agree that the Contractor is the exclusive provider of the Work, and any similar activities or services, to the Client unless otherwise stipulated in the Schedules to this Agreement.
- 4.2 The Contractor can utilize contractors in the performance of any Work.

**Section 5 Interest**

- 5.1 The Client agrees to pay to the Contractor interest on all amounts due under this Agreement which are not paid when due at a rate of twelve (12%) percent per annum calculated and compounded monthly. Such interest shall be calculated from the date such monies are due until the date such monies are paid in full to the Contractor.

**Section 6 Assumption of Risk of Client during Work**

- 6.1 The Client understands and agrees that any lobby efforts, political activities, or social advocacy naturally gives rise to objections from other community members. The Contractor shall not be liable or responsible in any way with respect to any loss, injury, or damage suffered by the Client, any member or associate of the Client's family or business, or any invitee, affiliate, or licensee of the Client whatsoever suffered by them related to the Work.
- 6.2 The Client agrees to indemnify the Contractor and to hold the Contractor harmless from any and all liability, loss, damages, claims or causes of action, including reasonable legal fees and expenses that may be incurred by the Contractor, arising out of claims by a third party related to the performance, or undertaking pursuant to this Agreement, including any instructions, materials, graphics, information, or content provided by the Client.

**Section 7 Representations, Warranties and Covenants**

- 7.1 The Contractor agrees to undertake all Work diligently in a good and workmanlike manner, in accordance with good quality standards and practices, but the Contractor makes no representations, warranties or covenants regarding funding outcomes.
- 7.2 The Client represents and covenants that it has ownership, copyright, trademark right or assignable licence in all materials and data provided to the Contractor.

- 7.3 The Client accepts and understands that there may be inconveniences from time to time, and the Contractor agrees to keep such inconveniences to a reasonable standard.
- 7.4 The Contractor provides no warranty, express or implied, for any labour, work, or materials performed, supplied, or hired by the Client.

## **Section 8 Confidential Information**

### **8.1 Confidential Information**

- (a) Unless otherwise provided under this Agreement, each of the Client and the Contractor shall:
- (i) treat all information of the other as confidential;
  - (ii) exercise at least the same degree of care and discretion with respect to information of the other as it exercises in protecting its own information;
  - (iii) take all necessary steps to ensure that the confidentiality of the information of the other is maintained;
  - (iv) not disclose, publish, display, or otherwise make available to other persons any of the information of the other, or copies thereof; and
  - (v) not duplicate, copy or reproduce any of the information of the other without the prior written consent of the other.

### **8.2 Disclosure Compliance**

- (a) Each party represents and warrants to the other party that its collection, use and retention of the personal information of an individual (including minors) and the disclosure of any such personal information to the other party (subject to compliance of the other party with the other provisions of this Section), is in compliance with all applicable laws.

### **8.3 Exclusions**

- (a) The obligations set out in this Section does not apply to any information which:
- (i) is in the public domain or enters the public domain through no breach of confidence by the Client or by the Contractor;
  - (ii) is available to a party from some source other than the other party without a breach of confidence with the other party;
  - (iii) was in a party's lawful possession prior to the disclosure and was not obtained by the party either directly or indirectly from the other party;
  - (iv) is lawfully disclosed to a party by a third party without restriction on disclosure;
  - (v) is disclosed ten (10) years after the date of this Agreement, excluding any personal information of an individual (including minors);
  - (vi) is required by a court of competent jurisdiction to be disclosed; or
  - (vii) is disclosed on a confidential basis to a party's legal and financial advisors and bankers.

### **8.4 Solicitor Client Privilege**

- (a) The Client acknowledges and agrees that the information provided during the Term of this Agreement is governed by the confidentiality provisions as contained in this Agreement and is not subject to Solicitor Client privilege. In the event the Client wishes to engage this privilege for matters related to this Agreement, and specifically, for legal advice, the Client shall inform the Contractor of same and requires the execution of a specific and separate legal retainer agreement.

**Section 9 No Assignments**

9.1 No assignment or amendment of this Agreement shall be valid by either the Contractor or the Client without the written consent of the other, which consent may be unreasonably or arbitrarily withheld.

**Section 10 Notices**

10.1 Any notices required to be given under this Agreement shall be given to either the Contractor or the Client in writing and mailed to or delivered to the other at the following address: shown on the first page of this Agreement.

10.2 Any notice delivered by mail shall be deemed to have been received seventy-two (72) hours after it has been posted in a prepaid addressed envelope.

**Section 11 Non-Merger**

11.1 All covenants and obligations of the parties to this Agreement shall survive the closing of this transaction and remain in full force and effect and shall not be merged in the closing of this transaction or the delivery of the Agreement Price.

**Section 12 Entire Agreement**

12.1 This Agreement and all Schedules shall constitute the entire agreement between the Contractor and the Client. No representations, warranties and previous statements made by any person or agent other than those in writing contained in either this Agreement and signed by the Contractor and Client shall be binding upon the Contractor so as to vary the terms of either this Agreement.

**Section 13 Binding Effect**

13.1 This Agreement shall enure to the benefit of and be binding upon the Contractor and the Client, their respective heirs, administrators, executors and permitted successors and assigns.

**Section 14 Counterparts and Facsimile Delivery**

14.1 This Agreement may be executed in counterpart, and each counterpart when taken as a whole with the other executed counterparts shall constitute an original agreement. Delivery of an executed copy or counterpart of this Agreement by facsimile transmission or electronically in portable document format (PDF) shall constitute valid and effective delivery.

<<Signature Page Follows>>

<<Signature Page To Fund Development Agreement>>


CONTRACTOR'S ACCEPTANCE

The Contractor hereby enters this Agreement and agrees to be bound by the terms and conditions contained herein.

DATED at the City of Edmonton in the Province of Alberta, this 4th day of April, 2024.

Alberta Counsel Ltd.

Per: \_\_\_\_\_

  
Jonathon Wescott - President

CLIENT'S ACCEPTANCE

The Client hereby enters this Agreement and agrees to be bound by the terms and conditions contained herein.

DATED at the \_\_\_\_\_ of \_\_\_\_\_ in the Province of Alberta, this \_\_\_\_\_ day of April, 2024.

Client: Summer Village of Nakamun Park

Per: \_\_\_\_\_

I am an officer or director of the Client with the legal authority to bind the Client.



**SCHEDULE "A" - RETAINER DETAILS**

**Section 1            Work Term, Timeline, and Timing**

- 1.1    The Contract Price is:
  - (a)    1.5% reporting fee on all secured funds for municipal applications; and
  - (b)    2.5% reporting fee on secured funds for all not-for-profit organizations within the community.
  
- 1.2    The Term of this Agreement is for twelve (12) months, after which the Agreement may be renewed upon mutual agreement between the parties.
  
- 1.3    Payment of the Contract Price is due the date the funds are secured.
  
- 1.4    All amounts in this agreement will be subject to applicable taxes.

**Section 2            Description of the Work:**

- 2.1    Work under this Agreement may include:
  - (i)     Creation of a project and/or organizational grant and funding strategy
  - (ii)    Sourcing of applicable and eligible funding opportunities
  - (iii)   Coverage of federal, provincial, and corporate funding opportunities
  - (iv)    Assistance with writing grants and funding submissions
  - (v)    Assistance with reporting and compliance requirements, including stacking rules
  - (vi)    In quieter funding months, development of "shovel-ready" projects
  - (vii)   Regular guidance calls with an Alberta Counsel funding expert
  - (viii) Assistance with building local collaborations and intentional partnerships to move applicable community projects forward more effectively
  - (ix)    Project planning and management support, where applicable
  - (x)    Product and quote sourcing support, where applicable



## Summer Village of Nakamun Park Request For Decision - (RFD) 2024-18

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>April 17<sup>th</sup>, 2024</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>Disposal of Asset, Weed Harvester – Offer to Purchase</b>
<b>Agenda Item Number:</b>	<b>6(f) – Regular Meeting Business</b>

### **BACKGROUND/PROPOSAL:**

As part of the planning consideration to the arrival of the new Weed Harvester machine (Mid-May 2024), administration had occasion to discuss the disposal of the existing weed harvester with an interested party. Administration has also been actively seeking help from local auction houses for assistance in finding a buyer for the asset (but with admittedly limited success).

On April 9<sup>th</sup>, 2024 administration received an offer to purchase the harvester (harvest only, not the trailer) from an interested party. Council should review this offer, as well as have a general discussion on other market alternatives during this meeting as the offer made is time sensitive. We may need to go into closed session in order to discuss this matter fully (Disclosures Harmful to Business Interest of a Third Party).

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

Usually, disposal of asset matters are made public and open to public offers. Some unique aspects of this particular asset make this more of a challenge, and so administration has focused on receiving offers/assistance by invitation. There is a very narrow market for this type of equipment, specialized mostly in the southern united states, and the machine is known to be in need of an estimated \$60,000+ in custom repairs in order to be considered "salable" to the open market. We are also limited in the fact that we cannot sell the machine AND Trailer (we need to keep the trailer to use with the new machine), which really impacts the market interest.

Basically what we are looking at for a reference cost is scrap metal price on a 7000lb machine, which our research is suggesting might be around \$1,000, and we would still need to pay for trucking to a recycling facility in Edmonton (so net less than \$1,000). We could try and fix up the machine and then resell it in the future, but that is very risky, and costly, so I do not recommend that. We don't really have the room to store it much longer, and it is unlikely an auction house will store it for us giving the difficulty to move it.

The offer being made is for a purchase price of \$2,500 as is where is, and the interested party will collect on site at their cost. We had estimated that – best case – we might expect to get \$5,000 to \$10,000 on the market if we found the right buyer, but \$2,500 might be a good "price in hand."

If Council would like to accept this offer, we can proceed with that. Or Council may want to open the proposal to the public, or wait for a plan from an auction house (Ritchie Bros or Team Auctions). There are pros and cons to all the options and we can discussion during the meeting.



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

Depending on Council direction, there may be cost for advertising or disposal. We can discuss those option and scenario costs in more detail at the meeting.

**RECOMMENDED ACTION:**

1. That Council \_\_\_\_\_ (direction as warranted).

<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) 2024-19

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>April 17<sup>th</sup>, 2024</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>Five Year Operating and Capital Plans (2024 -2029)</b>
<b>Agenda Item Number:</b>	<b>6(g) – Regular Meeting Business</b>

### **BACKGROUND/PROPOSAL:**

The municipality undertakes several steps each year for the redress and adoption of fiscal plans, a major component of the governance duty of council and administration. Key steps in the process include:

- 1) Review and Adoption of a new multi-year operating and capital plan;
- 2) Using the new operating and capital plan to create the current year operating and capital budget;
- 3) Using the new current year operating and capital budget to create the tax rate bylaws;
- 4) Using the new tax rate bylaws to levy taxes;
- 5) Using the taxes levied to deliver the services prioritized in the budget and spending plans.

Council is required under the Act to adopt a three-year operating plan and a five-year capital plan. Voluntarily, we aim to set a slightly higher standard, being a five-year operating plan and five year capital plan; this is a small change overall, but an important one in that many capital decisions can have operating impacts, so it makes sense to align both and use the same reference period.

Council has reviewed various iterations of the operating and spending plans over the past several council meetings. Administration has now taken comments and feedback from council to finalize the draft five-year plans for consideration by council. During the meeting three versions of the final draft (each with the same expenses, but slightly different revenue apportionment) will be offered for discussion.

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

Administration has undertaken a complete revamp of the five-year plan template over the winter of 2023/2024. It now incorporates the five-year time reference for both plans, discussed above, and also allows for more intuitive analysis of various fiscal metrics commonly used as benchmarks by municipalities (for example reserve growth, deferred grant revenue projections, annual tax changes).

The 2024 working drafts on the five-year plans are offered with three options for the minimum amount payable (MAP) – often called the minimum tax. In each case there is a different resulting amount that needs to be collected by the mill rate (a different amount of “residential improved” taxes collected) because the larger the MAP is, the less of the budget needs to be covered by direct taxation. Council traditionally reviews three options for the MAP amount, to help assess a fair increase in relation to inflation for those impacted by the MAP change, and the rate payers overall. To be reviewed at the meeting are plans that have a \$835 MAP (same as last year), a \$860 MAP (3% increase), and \$885 MAP (6% increase).



In reviewing the plans, another important consideration is the increase in spending, which we traditionally report in terms of an overall spending change (to give an impression of the magnitude of the spending at the summer village level) and a “core” spending change, which reflects the main municipal functions (internal operations) that we have direct control over – i.e. less requisitions and external capital/special projects.

On review, we note that the spending plans maintain the same operating and capital scale as historical references. In 2024, SVNPN will see total expenses of ~\$513,708 (up 2% from 2023), and this spending range remains between \$477,000 and \$613,000 over the course of the next five years. Variations here are generally the result of changes to capital budget expenditures, braced in by normal inflationary increase to the core budget and requisitions.

Of more immediate importance to more readers, the operating budget – those expenses covered by municipal taxes for “normal” operations (including requisitions), are expected to be \$425,568 in 2024 (10% higher than 2023), resulting from a 19% increase in School Requisitions, a 10% increase in Seniors Requisitions, and 6% increase in “core” municipal spending.

Of the 6% in core municipal spending increase, 5% is through an increase in taxation, and the balance is covered by planned reserve for special projects and additional funding from summer student grants. It should be noted that over the 2025-2029 period, annual tax rate increases normalize back to the 2.5% - 3.5% benchmark, and that the slightly higher than normal 5% expected in 2024 is due to the incorporation of the new shop utilities costs for 2024 (the first year we will have, for example, heating and water/septic in the shop since its revamp in 2023).

After reviewing the operating and capital plans, Council may wish to defer a decision on which option they prefer to approve (if any), so that they can first review the background to the following business item – the 2024 annual budget – which gives a more detailed analysis on the tax rate change and impact to different property classes of using a different MAP amount.

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

The various funding and income requirements of the spending plans are included in the summary tables, as well as the function tables for each department/service. Generally speaking, the income is drawn from taxes, grants, and reserves.

**RECOMMENDED ACTION:**

1. That Council accept the discussion on the Five-Year Operating and Capital Plans and that approve the Five-Year Operating and Capital Plan inclusive of the \_\_\_\_\_ Minimum Amount Payable for 2024.

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



## Summer Village of Nakamun Park Request For Decision - (RFD) 2024-20

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>April 17<sup>th</sup>, 2024</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>2024 Operating and Capital Budget</b>
<b>Agenda Item Number:</b>	<b>6(h) – Regular Meeting Business</b>

### **BACKGROUND/PROPOSAL:**

Continuing with the budget deliberations from RFD 2024-19 and the five-year plans, administration has prepared draft budgets (one for each of the Minimum Amount Payable (MAP) scenarios), including the completion of the appropriate minimum and master tax analysis reports. These draft budgets will be circulated during the meeting for council consideration. Council will need to approve a budget scenario, as presented, or as amended.

To help Council analyse the scope, magnitude, and impact of the 2024 budget, administration prepared a "budget analysis" reference companion document. This document is attached for reference.

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

As the draft budget each year is derived directly from the five-year plans, which themselves have already been discussed in detail by Council, the budget numbers and scenarios will all be familiar to Council. The real discussion at this point is related to the preference on MAP policy for 2024.

Traditionally the MAP is adjusted to meet either inflation (CPI) or adjusted to meet the budget increase (over prior year). Administration has framed the budget scenarios for 2024 in consideration of this: there is an option for no change (\$835), a 3% change (\$860), and a 6% change (\$885). In considering the appropriate policy for a given year, Council should consider "what portion of the annual budget increase should be shared by all properties?" – which is in essence the backbone of the MAP concept.

Notwithstanding the MAP matter, Council encouraged to refer to the Budget Analysis reference document for more detail/discussion.

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

The various funding and income requirements of the spending plans are included in the summary tables, as well as the function tables for each department/service. Generally speaking, the income is drawn from taxes, various grants, and reserves.

### **RECOMMENDED ACTION:**

1. That Council accept the discussion on the 2024 Operating and Capital Plans and that they approve the 2024 Operating and Capital Plan inclusive of the \_\_\_\_\_ Minimum Amount Payable for 2024, as presented.

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

## Memo: 2024 Budget Highlights and Scenarios Report

Prepared by Dwight Moskalyk, CAO

Presented to Council during the April 17<sup>th</sup>, 2024 Regular Meeting

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This memo is being presented to assist Council in its review of the proposed operating and capital budget for 2024, as well the updated 3- and 5-year plans. The report will help facilitate a discussion on possible and preferred tax rate policy for the current year, inclusive of an overview of trends in assessment and mill rates. As in the past, the report will also include a review of the impact on changing the Minimum Amount Payable (MAP) from \$835 to \$860, or \$885.

### **Noting Operating Budget Expenses:**

The 2024 operating year has required redress on several fronts. There are some new expenses that need to be built into the operating budget (shop utilities, byelection costs, new councillor training expectations, and an adjusted amortization threshold impacting reserve policy). There are also adjustments for inflation, as per usual. Unfortunately, on the tail of a major equalized assessment adjustment for recreational communities, we need to also account for a 19% increase in school requisitions, and 10% in senior foundation requisitions.

In reviewing the operating budget summary, I record the following notes of interest:

- The 2024 budget (total municipal spending) is \$391,897.95.
- The 2024 Operating Budget (municipal operating spending) will be \$280,897.95
- Of this \$280,897.95 Operating Budget, \$267,257.95 is considered "Core" spending – i.e. not special or one-time projects (bylaw reviews and byelections, for example).
- Of the \$267,257.95 core operating budget, there are the following adjustments for non-tax revenues:
  - LGFF Operating – 15,430
  - Summer Job Grant – 2,100
  - Permit and Token Revenue – 1,327
  - FCSS - \$4,004
- The result being that in 2024, \$244,396.95 will need to be collected in taxes to cover municipal spending. This is an increase of 5.3% over 2023.
- While a 5.3% increase is a bit higher than inflation projections, we do have to account for the spot adjustment to the budget for the new shop utilities (about 1%) and the spot adjustment for new asset maintenance/amortization cost incorporation (about 1%), and when factor these in, the budget is right on target for the normal 3% inflation target in the five-year plans.

- The final notable adjustment to consider is that fire services are covered by special levy. In 2024 these will amount to \$20,589.95 (a 6.5% increase from 2023), and when this adjustment is included, the total direct taxes (mill-rate and assessment based taxes) that need to be collected in 2024 totals \$223,806.68, which is an increase of 5.1%.

**Noting Capital Budget Expenses:**

Based on the 2024-2029 Capital Expenditure Plan, Administration has included several capital projects for the 2024 Capital Budget. In total, \$110,000 in available funding (some grants and some reserves) is being proposed for starting, or finishing, the following projects:

New Weed Harvester (Repayment year 1 of 5)	- \$67,500
Reserve Mooring Plan/Clean-Up	- \$18,500
Street Rehabilitation Projects (Karpo and Naka. West)	- \$10,000
Street Signs and Traffic Control Devices	- \$ 5,000
Lac Ste. Anne County Regional Support	- \$10,000

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

**Noting Special Projects:**

A few special projects worth noting are:

Onoway Public Library – Council will be in the second year of a three year commitment to additional support for the Onoway Public Library. This commitment amounts to a \$1,000 cost to the Summer Village each year, covered by reserves.

Bylaw Reviews – the Fire Services, Traffic Control and Parking Bylaws are all scheduled for review and revamp in 2024. We have budgeted a total of \$7,500 for these projects, to be covered by reserves.

**Noting Assessment Values:**

Assessment is a critical part of the equation as Administration works through the budget and tax rate bylaws. Total summer village assessment in 2024 is \$46,609,700 including \$2,026,500 in tax exempt properties. There are 151 improved residential properties with a total assessment of \$43,075,950. There are also 22 vacant residential properties with a total assessment of \$1,347,990. The balance of assessment is on 2 linear properties in the village (\$159,260).

Overall, assessment increased in the village by 7.7% for 2024. Assessment for Residential Improved properties increased 7.6% over 2023, which is a significant adjustment, ut on trend with adjustments in recreational communities over the past several years. Residential Vacant property assessment adjusted up by 6.3%.



**Noting School and Seniors Requisitions:**

Also important in the analysis of the annual tax policy are the impact of the respective requisitions for school and seniors. These funds are determined externally but collected municipally and then paid out to the respective external stakeholders. While the seniors requisition did increase significantly in 2024, it is the impact of the new assessments (from 2023 and current year) on the school requisition that is most notable. In 2024 SVNP will pay a total of \$110,923 in school requisitions – up about 19.4% over the 2023 level.

**Noting Options on Minimum Amount Payable:**

The Summer Village of Nakamun Park has used a Minimum Amount Payable (MAP) on all taxable properties for several years. The rate was \$750 in 2021, \$800 in 2022, \$835 in 2023.

Council has traditionally taken the opportunity to review their MAP policy in conjunction with the budget deliberations. The MAP is there for a purpose – to cover the basic level of service available to all properties..

Note:

- Option A (MAP stays at \$835) – in this case we expect there to be an R-Improved Mill Rate of 4.3324873 and resulting in an average R-Improved tax bill (municipal) of \$1,333.29 (range of \$835 – \$ 3,172.38, plus levies and requisitions).
  
- Option B (MAP increased to \$860) – in this case we expect there to be an R-Improved Mill Rate of 4.285926414 and a resulting average R-Improved tax bill (municipal) of \$1,329.82 (range of \$860 – \$ 3,138.28, plus levies and requisitions).
  
- Option C (MAP increased to \$885) – in this case we expect there to be an R-Improved Mill Rate of 4.236822543 and resulting in an average R-Improved tax bill (municipal) of \$1,326.34 (range of \$885 - \$ 3,102.33, plus levies and requisitions).

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

**Summary:**

Administration is confident that the budgeted expenditures will meet the requirements of the municipality for 2024. Having review the budgets and multi-year operating and capital plans with Council, we are recommending approval of the budget and plans as presented, with the caveat being Council’s preference on a Minimum Amount Payable.

Administration is recommending that Council increases the MAP to \$885 for 2024 and approve the corresponding budget and tax rate bylaws.

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

**With MAP of 835:**

R-I Mill (Muni)	4.332	R-V Mill (Muni)	6.500
R-I Mill (School)	2.484	R-V Mill (School)	2.484
R-I Mill (Seniors)	0.244	R-V Mill (Seniors)	0.244
R-I Mill (Total, 2024)	7.060	R-V Mill (Total, 2024)	9.228
R-I Mill (Total, 2023)	6.791	R-V Mill (Total, 2023)	9.160
<b>Increase of 3.96% for 2024</b>		<b>Increase of 0.74% for 2025, plus \$0/ in MAP</b>	

Average R-I of \$285,271 will pay \$2,014 in 2024. In 2023, they would have been assessed at \$263,289 and paid \$1,788. Average R-I will pay \$226 more in 2024, or 12.6%.

**With MAP of 860:**

R-I Mill (Muni)	4.285	R-V Mill (Muni)	6.500
R-I Mill (School)	2.484	R-V Mill (School)	2.484
R-I Mill (Seniors)	0.244	R-V Mill (Seniors)	0.244
R-I Mill (Total, 2024)	7.013	R-V Mill (Total, 2024)	9.228
R-I Mill (Total, 2023)	6.791	R-V Mill (Total, 2023)	9.160
<b>Increase of 3.2% for 2024</b>		<b>Increase of 0.74% for 2025, plus \$0/ in MAP</b>	

Average R-I of \$285,271 will pay \$2,000 in 2024. In 2023, they would have been assessed at \$263,289 and paid \$1,788. Average R-I will pay \$212 more in 2024, or 11.9%.

**With MAP of 885:**

R-I Mill (Muni)	4.236	R-V Mill (Muni)	6.500
R-I Mill (School)	2.484	R-V Mill (School)	2.484
R-I Mill (Seniors)	0.244	R-V Mill (Seniors)	0.244
R-I Mill (Total, 2024)	6.964	R-V Mill (Total, 2024)	9.228
R-I Mill (Total, 2023)	6.791	R-V Mill (Total, 2023)	9.160
<b>Increase of 2.5% for 2024</b>		<b>Increase of 0.74% for 2025, plus \$0/ in MAP</b>	

Average R-I of \$285,271 will pay \$1,986 in 2024. In 2023, they would have been assessed at \$263,289 and paid \$1,788. Average R-I will pay \$198 more in 2024, or 11.1%.

\*\*\* Again, note that in all of these scenarios the bulk of the increase will be a result of the 19% increase in school requisitions and 10% increase in seniors requisitions. Combined these two increased account for an unavoidable 26% (19% increase in requisition + 7% increase in assessment base) increase on 1/3 of the total amount collected, accounting for over half of the total increase noted in the scenario analysis. \*\*\*



## Summer Village of Nakamun Park Request For Decision - (RFD) 2024-21

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>April 17<sup>th</sup>, 2024</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>Bylaw 2024-4 – Special Fire Protection Tax Bylaw (2024)</b>
<b>Agenda Item Number:</b>	<b>6(i) – Regular Meeting Business</b>

### **BACKGROUND/PROPOSAL:**

Regardless of the Budget option selected earlier in the agenda business, all options are inclusive of a Special Levy (as in past budgets) to cover the Fire Service Portion of the budget through an levy on each parcel.

The mechanism to allow for this is provided through Bylaw. The proposed bylaw for the 2024 iteration of this special tax is attached for consideration.

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

The 2024 fire protection cost for Summer Village of Nakamun Park is presented in the budget at \$20,589.95, and this cost is apportioned equally over all 175 taxable lots. As a result, the special tax is established at \$117.66/lot (up from \$110.10 in 2023).

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

N/A

### **RECOMMENDED ACTION:**

1. That Council gives all readings to Bylaw 2024-4, being a Bylaw to levy a special tax for fire protection for 2024, in order to pass the bylaw and authorize execution by Mayor and Chief Administrative Officer Moskalyk

<b>Initials show support – Reviewed By:</b>	<b>CAO: <i>D. Moskalyk</i></b>
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**BEING A BYLAW OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE PROVINCE OF ALBERTA, TO LEVY A SPECIAL TAX FOR FIRE PROTECTION FOR 2024.**

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

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

**WHEREAS** the municipality has budgeted **\$ \$20,589.95** for fire protection services in 2024 and wishes to collect this sum equally from all taxable properties in the Municipality;

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

1. That the Municipal Administrator is hereby authorized and required to charge to each non-exempt parcel an amount of **\$117.66** for a "Special Fire Protection Area Tax" to be included on the 2024 Tax Notice and is a debt due to the Municipality and is payable by **June 30th** of the same year.

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

READ A FIRST TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2024.

READ A SECOND TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2024.

READ A THIRD AND FINAL TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2024.

SIGNED AND PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2024.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Municipal Administrator



**Summer Village of Nakamun Park  
Request For Decision - (RFD) 2024-22**

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>April 17<sup>th</sup>, 2024</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>Bylaw 2024-5 –Tax Rate Bylaw (2024)</b>
<b>Agenda Item Number:</b>	<b>6(j) – Regular Meeting Business</b>

**BACKGROUND/PROPOSAL:**

Depending of the option for the MAP selected by Council, and contingent on the approval of the corresponding budget as presented (with no amendments), Administration as prepared the Tax Rate Bylaw – 2024-5 for consideration.

The three options (one for each MAP Level) are attached for review.

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

In the earlier presented budget memo (Business Item (e)) there is a full analysis of the difference between the three options in terms of actual tax bill resulting from each to the average property. Other than those considerations, there are no framework changes or other amendments to the typical tax rate bylaw that Council will be unfamiliar with.

Just bear in mind that whatever budget MAP option you approve we follow the corresponding tax rate bylaw (one of the three provided options).

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

N/A

**RECOMMENDED ACTION:**

1. That Council gives all readings to Bylaw 2024-5, being a Tax Rate bylaw for 2024 for the Summer Villag eof Nakamun park, inclusive of the \_\_\_\_\_ Minimum Amount Payable, in order to pass the bylaw, and authorize execution by Mayor and Chief Administrative Officer Moskalyk.

<b>Initials show support – Reviewed By:</b>	<b>CAO: <i>D. Moskalyk</i></b>
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**BEING A BYLAW OF THE SUMMER VILLAGE OF NAKAMUN PARK TO  
AUTHORIZE THE SEVERAL RATES OF TAXATION IMPOSED FOR ALL  
PURPOSES FOR THE YEAR 2024**

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

Municipal General	391,896.51
Lac Ste. Anne Foundation Seniors Housing Residential Requisition	10,837.95
Lac Ste. Anne Foundation Seniors Housing Non-Residential Requisition	38.85
ASFF Residential School Requisition	110,355.00
ASFF Residential School Requisition (2023 Underlevy)	0.00
ASFF Non-Residential School Requisition	568.00
ASFF Non-Residential School Requisition (2023 Underlevy)	0.00
Designated Industrial Property Requisition	<u>12.18</u>
<b>TOTAL:</b>	<b>\$513,708.49</b>

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

Class 1 - Residential:	
(Residential Improved)	43,075,950
(Residential Vacant)	1,347,990
Class 2 - Non-Residential:	
(Vacant – Non-Residential)	159,260
(Small Business Property)	0
(Other Non-Residential)	0
Exempt:	
(Exempt Assessments)	<u>2,026,500</u>
<b>TOTAL:</b>	<b>\$46,609,700;</b>

**AND WHEREAS**, the estimated municipal expenditures and transfers set out in the budget for the Summer Village of Nakamun Park for 2024 total \$391,896.51 and;

**AND WHEREAS**, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$8,500 (from reserves for Special Projects: Library Donation, Bylaws), \$5,140 (from reserves for Byelection Expenses), \$2,100 (from Summer Job Program Grant Funding) \$68,500 (Municipal Sustainability Initiative – Capital Grants), \$15,430.00 (Municipal Sustainability Initiative – Operating Grant), \$42,500 (from Capital Reserves for Equipment

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Purchase), \$2,532.00 (Family and Community Support Services – Provincial Base Amount), \$1,471.88 (Family and Community Support Services – Grants Retained), \$551.63 (for Utility/Waste Token Sales), \$774.38 (from Permit Revenue) and \$20,589.95 from “Special Services Tax – Fire Protection” and the balance of \$223,806.68 is to be raised by general municipal taxation;

**WHEREAS**, the amount of municipal taxation to be raised as a minimum amount payable of **\$835.00** per each residential and linear property in the municipality is estimated to be \$25,273.34 and the remaining **\$198,533.33** is to be collected based on municipal mill rates;

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

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

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

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE (in mills)</u>
<b>General Municipal</b>			
(Residential Improved)	186,626.01	43,075,950	4.3324873
(Residential Vacant)	8,761.94	1,347,990	6.5000000
(Non - Residential Vacant)	3,145.39	159,260	19.7500000
(Small Business Property)	0	0	19.7500000
(Other Non-Residential)	0	0	19.7500000
<b>TOTAL</b>	<b>\$198,533.34</b>	<b>\$44,583,200</b>	

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE(in mills)</u>
<b>Alberta School Foundation Fund (ASFF)</b>			
Residential/Farmland	110,355.00		
Res/Farm (2023 Underlevy)	<u>0.00</u>		
Sub-Total	110,355.00	44,423,940	2.484134
Non-residential	568.00		
Non-Res (2023 Underlevy)	<u>0.00</u>		
Sub-Total	568.00	159,260	3.566495
<b>TOTAL</b>	<b>\$110,923.00</b>	<b>\$44,583,200</b>	

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	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE(in mills)</u>
<b>LSA Seniors Foundation</b>			
Residential/Farmland	10,837.95		
Res/Farm (2023 Underlevy)	<u>0.00</u>		
Sub-Total	10,837.95	44,423,940	0.243966
Non-residential	38.85		
Non-Res (2023 Underlevy)	<u>0.00</u>		
Sub-Total	38.85	159,260	0.243966
<b>TOTAL</b>	<b>\$7,835.86</b>	<b>\$41,447,960</b>	

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE (in mills)</u>
<b>Designated Industrial Property (DIP)</b>			
Residential/Farmland	0	44,423,940	0.000000
Non-Residential	12.18	159,260	0.076500
<b>TOTAL</b>	<b>\$12.18</b>	<b>\$44,583,200</b>	

**THAT** taxes shall be due on **June 30<sup>th</sup>, 2024**. The penalty on the current tax levy outstanding shall be 18% charged on the current taxes unpaid as on July 1<sup>st</sup>, 2024. Tax arrears unpaid as of January 1<sup>st</sup>, 2025 shall be subject to an 18% penalty; and

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

READ A FIRST TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2024.

READ A SECOND TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2024.

READ A THIRD AND FINAL TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2024.

SIGNED AND PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2024.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Municipal Administrator

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**BEING A BYLAW OF THE SUMMER VILLAGE OF NAKAMUN PARK TO  
AUTHORIZE THE SEVERAL RATES OF TAXATION IMPOSED FOR ALL  
PURPOSES FOR THE YEAR 2024**

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

Municipal General	391,896.51
Lac Ste. Anne Foundation Seniors Housing Residential Requisition	10,837.95
Lac Ste. Anne Foundation Seniors Housing Non-Residential Requisition	38.85
ASFF Residential School Requisition	110,355.00
ASFF Residential School Requisition (2023 Underlevy)	0.00
ASFF Non-Residential School Requisition	568.00
ASFF Non-Residential School Requisition (2023 Underlevy)	0.00
Designated Industrial Property Requisition	12.18
<b>TOTAL:</b>	<b>\$513,708.49</b>

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

Class 1 - Residential:	
(Residential Improved)	43,075,950
(Residential Vacant)	1,347,990
Class 2 - Non-Residential:	
(Vacant – Non-Residential)	159,260
(Small Business Property)	0
(Other Non-Residential)	0
Exempt:	
(Exempt Assessments)	2,026,500
<b>TOTAL:</b>	<b>\$46,609,700;</b>

**AND WHEREAS**, the estimated municipal expenditures and transfers set out in the budget for the Summer Village of Nakamun Park for 2024 total \$391,896.51 and;

**AND WHEREAS**, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$8,500 (from reserves for Special Projects: Library Donation, Bylaws), \$5,140 (from reserves for Byelection Expenses), \$2,100 (from Summer Job Program Grant Funding) \$68,500 (Municipal Sustainability Initiative – Capital Grants), \$15,430.00 (Municipal Sustainability Initiative – Operating Grant), \$42,500 (from Capital Reserves for Equipment

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Purchase), \$2,532.00 (Family and Community Support Services – Provincial Base Amount), \$1,471.88 (Family and Community Support Services – Grants Retained), \$551.63 (for Utility/Waste Token Sales), \$774.38 (from Permit Revenue) and \$20,589.95 from “Special Services Tax – Fire Protection” and the balance of \$223,806.68 is to be raised by general municipal taxation;

**WHEREAS**, the amount of municipal taxation to be raised as a minimum amount payable of **\$860.00** per each residential and linear property in the municipality is estimated to be \$27,279.01 and the remaining **\$196,527.67** is to be collected based on municipal mill rates;

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

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

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

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE (in mills)</u>
<b>General Municipal</b>			
(Residential Improved)	184,620.34	43,075,950	4.2859264
(Residential Vacant)	8,761.94	1,347,990	6.5000000
(Non - Residential Vacant)	3,145.39	159,260	19.7500000
(Small Business Property)	0	0	19.7500000
(Other Non-Residential)	0	0	19.7500000
<b>TOTAL</b>	<b>\$196,527.67</b>	<b>\$44,583,200</b>	

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE(in mills)</u>
<b>Alberta School Foundation Fund (ASFF)</b>			
Residential/Farmland	110,355.00		
Res/Farm (2023 Underlevy)	<u>0.00</u>		
Sub-Total	110,355.00	44,423,940	2.484134
Non-residential	568.00		
Non-Res (2023 Underlevy)	<u>0.00</u>		
Sub-Total	568.00	159,260	3.566495
<b>TOTAL</b>	<b>\$110,923.00</b>	<b>\$44,583,200</b>	

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	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE(in mills)</u>
<b>LSA Seniors Foundation</b>			
Residential/Farmland	10,837.95		
Res/Farm (2023 Underlevy)	<u>0.00</u>		
Sub-Total	10,837.95	44,423,940	0.243966
Non-residential	38.85		
Non-Res (2023 Underlevy)	<u>0.00</u>		
Sub-Total	38.85	159,260	0.243966
<b>TOTAL</b>	<b>\$7,835.86</b>	<b>\$41,447,960</b>	

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE (in mills)</u>
<b>Designated Industrial Property (DIP)</b>			
Residential/Farmland	0	44,423,940	0.000000
Non-Residential	12.18	159,260	0.076500
<b>TOTAL</b>	<b>\$12.18</b>	<b>\$44,583,200</b>	

**THAT** taxes shall be due on **June 30<sup>th</sup>, 2024**. The penalty on the current tax levy outstanding shall be 18% charged on the current taxes unpaid as on July 1<sup>st</sup>, 2024. Tax arrears unpaid as of January 1<sup>st</sup>, 2025 shall be subject to an 18% penalty; and

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

READ A FIRST TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2024.

READ A SECOND TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2024.

READ A THIRD AND FINAL TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2024.

SIGNED AND PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2024.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Municipal Administrator

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**BEING A BYLAW OF THE SUMMER VILLAGE OF NAKAMUN PARK TO  
AUTHORIZE THE SEVERAL RATES OF TAXATION IMPOSED FOR ALL  
PURPOSES FOR THE YEAR 2024**

---

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

Municipal General	391,896.51
Lac Ste. Anne Foundation Seniors Housing Residential Requisition	10,837.95
Lac Ste. Anne Foundation Seniors Housing Non-Residential Requisition	38.85
ASFF Residential School Requisition	110,355.00
ASFF Residential School Requisition (2023 Underlevy)	0.00
ASFF Non-Residential School Requisition	568.00
ASFF Non-Residential School Requisition (2023 Underlevy)	0.00
Designated Industrial Property Requisition	12.18
<b>TOTAL:</b>	<b>\$513,708.49</b>

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

Class 1 - Residential:	
(Residential Improved)	43,075,950
(Residential Vacant)	1,347,990
Class 2 - Non-Residential:	
(Vacant – Non-Residential)	159,260
(Small Business Property)	0
(Other Non-Residential)	0
Exempt:	
(Exempt Assessments)	2,026,500
<b>TOTAL:</b>	<b>\$46,609,700;</b>

**AND WHEREAS**, the estimated municipal expenditures and transfers set out in the budget for the Summer Village of Nakamun Park for 2024 total \$391,896.51 and;

**AND WHEREAS**, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$8,500 (from reserves for Special Projects: Library Donation, Bylaws), \$5,140 (from reserves for Byelection Expenses), \$2,100 (from Summer Job Program Grant Funding) \$68,500 (Municipal Sustainability Initiative – Capital Grants), \$15,430.00 (Municipal Sustainability Initiative – Operating Grant), \$42,500 (from Capital Reserves for Equipment

Purchase), \$2,532.00 (Family and Community Support Services – Provincial Base Amount), \$1,471.88 (Family and Community Support Services – Grants Retained), \$551.63 (for Utility/Waste Token Sales), \$774.38 (from Permit Revenue) and \$20,589.95 from “Special Services Tax – Fire Protection” and the balance of \$223,806.68 is to be raised by general municipal taxation;

**WHEREAS**, the amount of municipal taxation to be raised as a minimum amount payable of **\$885.00** per each residential and linear property in the municipality is estimated to be \$29,394.20 and the remaining **\$194,412.48** is to be collected based on municipal mill rates;

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

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

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

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE (in mills)</u>
<b>General Municipal</b>			
(Residential Improved)	182,505.15	43,075,950	4.236823
(Residential Vacant)	8,761.94	1,347,990	6.500000
(Non - Residential Vacant)	3,145.39	159,260	19.750000
(Small Business Property)	0	0	19.750000
(Other Non-Residential)	0	0	19.750000
<b>TOTAL</b>	<b>\$194,412.48</b>	<b>\$44,583,200</b>	

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE(in mills)</u>
<b>Alberta School Foundation Fund (ASFF)</b>			
Residential/Farmland	110,355.00		
Res/Farm (2023 Underlevy)	<u>0.00</u>		
Sub-Total	110,355.00	44,423,940	2.484134
Non-residential	568.00		
Non-Res (2023 Underlevy)	<u>0.00</u>		
Sub-Total	568.00	159,260	3.566495
<b>TOTAL</b>	<b>\$110,923.00</b>	<b>\$44,583,200</b>	

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	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE(in mills)</u>
<b>LSA Seniors Foundation</b>			
Residential/Farmland	10,837.95		
Res/Farm (2023 Underlevy)	<u>0.00</u>		
Sub-Total	10,837.95	44,423,940	0.243966
Non-residential	38.85		
Non-Res (2023 Underlevy)	<u>0.00</u>		
Sub-Total	38.85	159,260	0.243966
<b>TOTAL</b>	<b>\$7,835.86</b>	<b>\$41,447,960</b>	

	<u>TAX LEVY</u>	<u>ASSESSMENT</u>	<u>TAX RATE (in mills)</u>
<b>Designated Industrial Property (DIP)</b>			
Residential/Farmland	0	44,423,940	0.000000
Non-Residential	12.18	159,260	0.076500
<b>TOTAL</b>	<b>\$12.18</b>	<b>\$44,583,200</b>	

**THAT** taxes shall be due on **June 30<sup>th</sup>, 2024**. The penalty on the current tax levy outstanding shall be 18% charged on the current taxes unpaid as on July 1<sup>st</sup>, 2024. Tax arrears unpaid as of January 1<sup>st</sup>, 2025 shall be subject to an 18% penalty; and

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

READ A FIRST TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2024.

READ A SECOND TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2024.

READ A THIRD AND FINAL TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2024.

SIGNED AND PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2024.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Municipal Administrator

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**Date** Thu, 11 Apr, 24 4:11:40PM  
**From** Lloyd, Dane - Riding 1  
Dane.Lloyd.C1@parl.gc.ca  
**To** cao@svnakamun.com  
cao@svnakamun.com  
**Subject** Canada Summer Jobs – From the Office of Dane Lloyd, M.P.

Summer Village of Nakamun Park

Attn: Dwight Moskalyk

[cao@svnakamun.com](mailto:cao@svnakamun.com)

Project Number: 019690742

Dear Mr. Moskalyk,

I am pleased to inform you that the Minister of Employment and Workforce Development has approved your project for the Canada Summer Jobs (CSJ) Program. Each year, the CSJ Program helps employers, like you, to create valuable summer job opportunities for full-time students aged 15-30 years old. These summer job opportunities have the added benefit of strengthening our local economy and communities both here and across Canada.

Your application has been approved for:

**1 Jobs**  
**280 Total Hours Approved**  
**8 Weeks Approved**  
**\$2,100 ESDC Approved Amount**

Please note that employers cannot have the employee(s) start work until the agreement with Service Canada has been signed, otherwise they will not be eligible for funding. Service Canada will be in touch with you directly on or shortly after April 18, 2024, to provide you with more information and direct you as to where you can receive answers to any questions you may have.

Thank you for applying for the CSJ 2024 Program and employing students in our community, giving them the vital skills and experience they need in today's job force.

Yours truly,

**Dane Lloyd, M.P.**  
Sturgeon River-Parkland

4807-44 Avenue, Suite 102  
Stony Plain, AB T7Z 1V5  
Phone 780-823-2050  
[Dane.Lloyd@parl.gc.ca](mailto:Dane.Lloyd@parl.gc.ca)

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# **FIRE RESCUE INTERNATIONAL (DIVISION 7801)**

## **MEDIA RELEASE:**

**Onoway, AB – March 16, 2024**

**RE: Hazardous Materials Onoway Industrial Park**

At 1927 Friday March 15<sup>th</sup> Fire Rescue International (FRI) was paged to what was originally coded as a low priority outside side fire. Within one-minute several units were on route. Roughly one-minute later FRI's first command unit on scene. This unit reported black smoke inside a hazardous materials worksite area and that fire was threatening a large flammable liquids tank farm. By 1933 the first pumper was on scene, securing a water source and moving into position. Within ten-minutes of arrival, the tank farm containing volatile fluids had been cooled and protected. Fire crews then turned their attention on the large roll-off bin that was still burning.

After considerable efforts, the fire was contained. However, a significant amount of potentially toxic smoke had been released into the area. In an abundance of caution, at 2029 an air-quality advisory was requested for the Town of Onoway by FRI crews. FRI then worked to further overhaul the burning material while Alberta Environment was alerted of the incident. After overhaul the hazmat material was covered in sand then the site was turned over to the property owner.

Ten firefighters and 4 fire units were engaged in the firefight. No injuries were reported on the site or incurred by the firefighters during the operation. Fire Rescue International would like to thank our firefighting team for their fast-actions and professional actions while mitigating risks within a site that could have turned catastrophic. FRI would also like to thank Lac Ste. Anne County Patrol for their assistance on scene.

For more information about this incident or to learn more about your fire department, please contact Fire Chief David Ives at 780-777-4688

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**[www.firerescueinternational.net](http://www.firerescueinternational.net) 855-710-3473 [info@firerescueinternational.net](mailto:info@firerescueinternational.net)  
4935-50th Ave P.O. Box 278 Alberta Beach, Alberta T0E-0A0**





ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

AR113531

March 18, 2024

Dear Chief Elected Officials:

Municipal Affairs has been working with the Assessment Model Review (AMR) Steering Committee comprised of industry, assessors, and municipal partners, such as Alberta Municipalities and the Rural Municipalities of Alberta.

The committee was tasked with designing an engagement approach to update the regulated property assessment system. I support the approach and I am pleased to share that engagement will begin this year. We have a shared vision to ensure the AMR is deliberate, evidence-based, and stakeholder-driven.

The AMR will be a multi-year process to review the policies, procedures, and rates that form the regulated property assessment framework. We will engage with municipal associations, industry representatives, and professional assessors throughout the duration of the AMR.

The review of the foundational policies – principles, assessment year modifiers, and the policy document that determines how assessable costs are reported for major projects, the Construction Cost Reporting Guide – will occur in 2024. Any resulting policy and regulatory changes would not be implemented any sooner than 2025.

Reviews of the assessment models for individual property types will then occur from 2025 through 2027 in two stages. These reviews will be followed by broad and direct engagement with municipalities and industry to consider the impacts of the new assessment models on revenue. Discussions of potential impacts will also include stakeholder-centered implementation strategies. To be clear, your municipality will be directly engaged on the overall results of the AMR and the potential impacts. The final decision by government on any changes to assessment models will be sought in 2028. Attached is a visual representation of the upcoming AMR engagement, and a frequently asked question document for your use.

Thank you for working in partnership with the province on this crucial task. Please continue to share your perspectives with both my department and your municipal association. I look forward to working with you and your municipal associations on this important initiative.

Sincerely,

Ric McIver  
Minister

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.../2

cc: Chief Administrative Officers  
Tyler Gandam, President, Alberta Municipalities  
Paul McLauchlin, President, Rural Municipalities of Alberta

Attachments

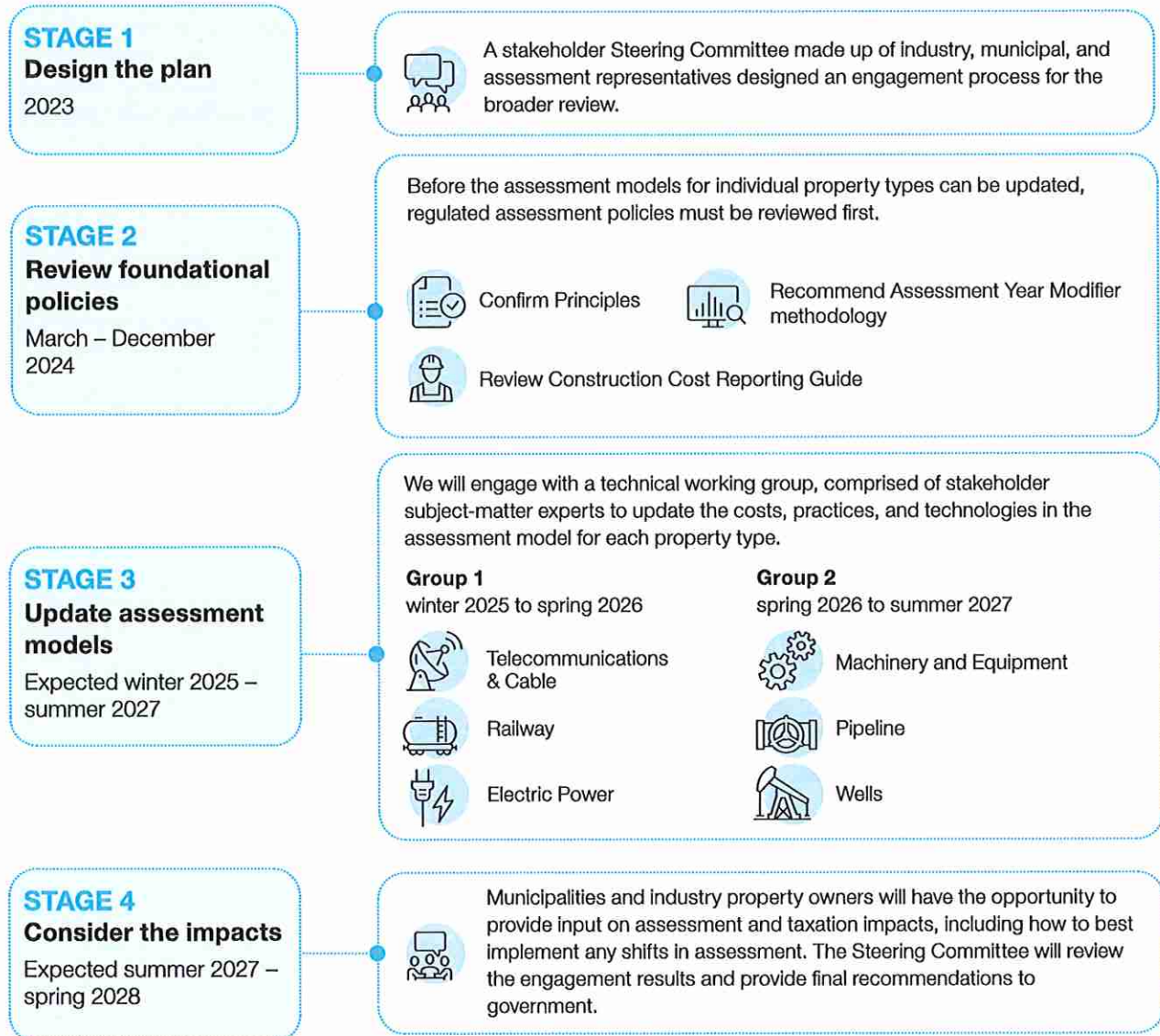
- Infographic
- Assessment Model Review: Frequently Asked Questions

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# Regulated property assessment model review (AMR)

The Assessment Model Review process will update Alberta's regulated property assessment system resulting in fairer valuation of regulated property.

## Stakeholder Engagement



Key municipal, industry, and assessment stakeholders will be engaged during each stage of the AMR process. For any questions, please contact the AMR Team at [ma.amr@gov.ab.ca](mailto:ma.amr@gov.ab.ca).

For more information visit [alberta.ca/regulated-property-assessment-model-engagement](https://alberta.ca/regulated-property-assessment-model-engagement)





## Frequently Asked Questions Assessment Model Review

What are the properties that will be reviewed during the Assessment Model Review (AMR)?

Regulated properties, which include electric power systems, telecommunication and cable systems, pipelines, wells, and railway will be reviewed during the AMR process.

When will the results of the AMR be implemented?

Any government decisions on any changes to assessment models would be sought in spring or summer 2028, with implementation to follow.

The last model review was paused; how will this one be different?

In general, the previous attempts to review assessment models relied too heavily on a technical approach without a clear plan to broadly engage stakeholders in all phases of the process.

This one will be different, as this engagement approach seeks to mitigate potential controversy to the extent possible through a clear transparent stakeholder-driven process. Assessment discussions will be principle- and evidence-based, and will be separate from discussion of potential tax impacts and mitigation strategies for any resulting assessment changes.

The stakeholder steering committee that designed the engagement plan for this review will also work throughout the process to ensure the input of the represented stakeholders is considered, and will work according to jointly draft guiding principles to resolve challenges.

How are stakeholders able to participate?

Stakeholders are encouraged to provide feedback during each specific stage of the AMR process, either through their steering committee representative (list provided below) or by sending their comments to the AMR Team at [ma.amr@gov.ab.ca](mailto:ma.amr@gov.ab.ca).

How will we know the status/updates of the AMR process?

Status updates will be communicated to steering committee representatives (list provided below) and posted to the AMR website at <https://www.alberta.ca/regulated-property-assessment-model-engagement>.

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Which groups are impacted by the AMR process?

Municipalities and regulated property owners may be impacted by changes in assessment values at the conclusion of the AMR process.

What are the timelines for the AMR process?

The review of AMR Principles, Assessment Year Modifiers, and the Construction Cost Reporting Guide will occur in 2024. Government will consider any resulting policy and regulatory changes in early 2025.

Reviews of the assessment models for individual regulated property types will then occur in two stages, from 2025-27.

Following this, we will begin broader engagement to comprehensively consider and understand the potential assessment and tax impacts of the new models. We will work with stakeholders to evaluate any mitigation or implementation strategies required.

Final government decisions on any changes to assessment models would be sought in 2028.

For further details please visit <https://www.alberta.ca/regulated-property-assessment-model-engagement>.

Have tax implications been considered for the AMR process?

Following preparation of new assessment models, broad engagement will be initiated with municipalities and industry groups. Stakeholders will have the opportunity to provide input during this stage of the process.

Final government decisions on any changes to assessment models would be sought after this input is received and considered.

Who is the main government contact for the AMR process?

To contact Municipal Affairs during the AMR process, please contact the AMR Team toll-free by first dialing 310-0000, then 780-422-1377, or at [ma.amr@gov.ab.ca](mailto:ma.amr@gov.ab.ca).



Which stakeholder groups are represented on the steering committee?

The steering committee is comprised of representatives from the following organizations:

- Alberta Assessors' Association
- Alberta Federation of Rural Electrification Associations
- Alberta Municipalities
- Alberta Rural Municipal Administrators' Association
- Bell MTS
- Canadian Association of Petroleum Producers
- Canadian National Railway Company
- Canadian Pacific Railway Company
- Canadian Property Tax Association
- Canadian Renewable Energy Association
- Capital Power
- Chemistry Industry Association of Canada
- Explorers and Producers Association of Canada
- Federation of Gas Co-ops
- FORTIS Alberta
- Independent Power Producers Society of Alberta
- Local Government Administration Association of Alberta
- Northeast Capital Industry Association
- Pipeline Property Tax Group
- Rogers Communications
- Rural Municipalities of Alberta
- TELUS

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- Alberta Beach
- Birch Cove
- Nakamun Park
- Ross Haven
- Sandy Beach
- Silver Sands
- South View
- Sunrise Beach
- Val Quentin
- West Cove

**ADVISORY COMMITTEE MEETING MINUTES - THURSDAY, MARCH 7, 2024 AT 7:00 PM**

**LAND ACKNOWLEDGEMENT**

The Ste Anne Summer Villages Regional Emergency Management Partnership honors and thanks the many First Nations on whose historical and traditional lands we reside, including the Metis, Cree, Dene, Saulteaux (sow toe), Blackfoot and Nakota Sioux (soo).

As we gather here today, we acknowledge we are on Treaty 6 Territory and the Homeland of the Métis. We pay our respect to the First Nations and Métis ancestors of this place and reaffirm our relationship with one another.

1. **Call to Order:** Chair - Ren Giesbrecht called the meeting to order at 7:05 PM
2. Attendance
3. **Amendments & Acceptance of Agenda**  
 Clr Roger Montpellier moved the Agenda be approved as presented **CARRIED**
4. Approval of Minutes of Previous Meeting  
 Clr Roger Montpellier moved the Minutes of the previous meeting be approved as presented **CARRIED**
5. **NEW BUSINESS**
  - i) **Lac Ste Anne Regional Emergency Management Partnership Agreement Status Update**  
 Janice advised that a letter was sent to Lac Ste Anne County advising of the municipalities remaining within the SVREMP partnership.  
 A request for revision to the Ministerial Order will be submitted to Municipal Affairs along with copies of the signed agreements and bylaws for the participating municipalities.  
 Administrators for those municipalities who still need to submit their signed agreements and bylaws will be contacted to provide the required documents.

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**ii) 2024 Budget Approval**

Chairperson Ren Giesbrecht invited discussion on the proposed 2024 budget. Following a brief discussion, Mayor Sandi Benford moved the 2024 budget to be approved as presented. **CARRIED**

Janice advised that invoices will be sent out in March 2024

**iii) LSAC Training Exercise Update**

Carole Peacock from LSAC has submitted a grant application on behalf of the SVREMP, Onoway and Mayerthorpe. The grants will be awarded in late March.

A date will be established for the regional 2 day mock emergency exercise (likely in October) and all DEM's/DDEM's will be invited to participate along with Regional Partners including Fire Services; LSAC Fire Services; Protective Services, Industry Partners; NGO - AHS will be invited to participate.

On February 21, 2024 the SVREMP Agency meeting was held at West Cove Community Hall. Laura Stewart shared FireSmart Training

**iv) Vice Chairperson nomination and election**

Chairperson Ren Giesbrecht advised that Current Vice Chair Liz Turnbull will not be continuing this capacity.

Ren invited nominations for an alternate Vice Chairperson

Liz Turnbull nominated Mayor Sandi Benford

Mayor Sandi accepted the nomination

Chairperson Ren Giesbrecht made the 2nd call for nominations

Chairperson Ren Giesbrecht made the 3rd call for nominations

Chairperson Ren Giesbrecht called for a motion for nominations to cease

Councillor Tara Elwood moved nominations cease. **CARRIED**

Congratulations to Mayor Sandi Benford on her appointment as SVREMP Vice Chairperson



**v) Signing Authority Updates**

Councillor Dieter Brandt moved that Mayor Gwen Jones be removed as signing authority and that Mayor Sandi Benford be added as signing authority for the Ste Anne Regional Emergency Management Partnership (SVREMP) **CARRIED**

**6. ROUND TABLE**

**SUNRISE BEACH**

Mayor Jon Ethier expressed concerns on behalf of Sunrise Beach residents with reference to the severe bulrush concerns at Sandy Lake. Jon would like to know if there are any government funds available to help fund this project. To help mitigate this challenge, the municipality would like to proceed with removal or burning of the brush by a fire department wanting to do a controlled burn. The bulrush have gone up in flame twice in the past few years. Jon is seeking guidance on who to contact for assistance. Janice advised that there may be opportunity to work with Firesmart to complete a Neighbourhood inspection. Councillor Elwood suggested that Alberta Environment be engaged in the conversation. Chris Vierath, Senior Lands Officer, Alberta Environment and Parks. Tel. # 780 788-7108, email [Chris.Vierath@gov.ab.ca](mailto:Chris.Vierath@gov.ab.ca)

**SILVER SANDS**

Deputy Mayor Liz Turnbull advised that work on the Block Captain Program is continuing. She is impressed how word of mouth stimulates Volunteerism

The Silver Sands Public Works Foreman attended the Firesmart Presentation

In Silver Sands there are a lot of reserves that are heavily treed with underbrush. The Summer Village has its work cut out to temper it as much as possible.

When fireban discussions occur, Liz recommended that a consistent approach for Use of Fireworks also be included in the conversation.

**ALBERTA BEACH**

In preparation for Hazard Season, Councillor Tara Elwood attended Hazard Season Outlook Training. She will also be attending the Public Risk Conference in Edmonton on April 18 - 19, 2024. For firebans, Tara suggested clarification is required on use of smokers for cooking.

**SOUTH VIEW**

Mayor Sandi Benford - had no update at this time



## **VAL QUENTIN**

Councillor Roger Montpellier acknowledged Janice and Marlene for helping to raise awareness throughout the year and at the Picnic in the Park. Roger has received comments on how much residents appreciate being informed. They really enjoy the information booths at the Picnic in the Park. He recommended inviting Chris Vierath to return again in 2024. Chris and his colleague are extremely knowledgeable and willing to share information.

## **ROSS HAVEN**

Councillor Dieter Brandt advised that the Ross Haven Hazard Assessment is scheduled for Friday, March 15, 2024 between 10 AM - Noon.

Dieter encouraged everyone to check out their information on [albertafirebans.ca](http://albertafirebans.ca) to ensure the information is current. Residents are being encouraged to refer to this website for timely and accurate information.

## **BIRCH COVE**

Mayor Steven Tymafichuk shared that progress has been made over the past two years with shoreline management at Birch Cove. A beach committee was formed and 3 water act approvals were submitted and approved. This provided the permission to remove dead willows, bulrushes and movement of rocks around by hand.

Steven also shared the importance of consistency when implementing firebans. He expressed concern with the differing opinions and approaches on what was permitted/ allowed and recommended consistent key messaging - verbiage be implemented.

Ren suggested that perhaps Janice and Marlene can work with LSACE to research and apply for a collaborative grant to review bylaws for consistency for partnership.

## **WEST COVE**

Ren shared that some mulching was completed previously and 100 ft strip was opened up on one side of the lagoon road. This resulted in considerable deadfall being left to dry out along the roadside. The trees were left for residents to pick up for firewood, however there is a significant amount left. This firewood is being cleared out so the area can be leveled off to reduce the fire material to minimize opportunity for fire to spread.

## **NEXTGEN 911**

West Cove has submitted their application and Ren encouraged other municipalities to work with Don Kitchener email: [support@amdsp.ca](mailto:support@amdsp.ca) to have village maps updated to include current addressing and road names.

## **AEMA**

John Swist emphasized that Preparedness is Everything

As a result of the recent Budget Release, their area has received some increase in funding that will be used for FTE for training and compliance officers

John indicated that successful grant funding candidates will be announced within the next two weeks.

Troy Carriere thanked participants for attending training and advised that additional training is available for those who may be interested. [AEMA Training](#)

Ren advised that a Fire Services Meeting is being held at LSAC County Chambers Office on Friday, March 22, 2024 at 10 AM.

Janice shared that Firesmart Basic Training was provided at the SVREMP Agency Meeting - Westcove Community Hall on February 21, 2024.

She also stressed the importance of completion of Training - DEM and DDEM - up to ICS 300 training.

- 7. NEXT MEETING: At the call of the Advisory Committee Chairperson**  
**Adjournment: 7:50 PM**

**Approved:**

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**Ren Giesbrecht**  
Chairperson

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**Sandi Benford**  
Vice Chairperson

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