

# SUMMER VILLAGE OF NAKAMUN PARK

## AGENDA

Tuesday November 18<sup>th</sup>, 2025 – 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) Tuesday November 18<sup>th</sup>, 2025 Regular Meeting Agenda

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(approved as presented or amended)

3. Minutes:

- a) Tuesday October 21<sup>st</sup>, 2025 Regular Meeting Minutes

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(approved as presented or amended)

4. Appointment:

- a) N/A

5. Bylaws/Policies:

- a) **Bylaw 2025-10 – Municipal Borrowing Bylaw** – RFD 2025-56 is attached with details and recommendations.

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6. Business:

- a) **Water Act Approval – Annual Lake Weed Harvesting** – RFD 2025-57 is attached with additional details and recommendations.

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- b) **Family and Community Support Services (FCSS)** – RFD 2025-58 – please see the attached information.

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- c) **Presentation on 2026 Draft Municipal Corporate Plan (Part 1)** – RFD 2025-59 is attached for your information and recommendations.

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- d) **2026 Interim Operating Budget**, RFD 2025-60 is attached with information and recommendations.

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- e) **2026 Capital Budget** –RFD 2025-61 is attached for your information and recommendations.

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- f) **Chief Administrative Officer (CAO) Evaluations, 2025** – RFD 2025-62 is attached for review and direction

g)

h)

i)

### 7. Financial

- a) Payables listing as of October 31, 2025

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- b) Income/Expense Statement for Period Ending October 31, 2025

- c) Bank Reconciliation as of October 31, 2025

(all items to be circulated for review during the meeting)

*(approved financial items a-c as presented for information)*

### 8. Councillor Reports

- a) Mayor
  - i. Committee Updates
  - ii. Other
- b) Deputy Mayor
  - i. Committee Updates
  - ii. WILD Water, Connection Options (Discussion)
  - iii. Pickleball Court Project, Investigation (Update)
  - iv. Other
- c) Councillor
  - i. Committee Updates
  - ii. Other

*(approved as presented for information)*

### 9. Administration Reports

- a) Chief Administrative Officer (CAO):
  - a. Costs to pave road
  - b. AMSC Insurance
  - c. STOP Orders
  - d.
  - e.

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*(approved as presented for information)*

### 10. Information and Correspondence

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- a) Summer Village of Sandy Beach – October 15, 2025, Committee Appointments.

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- b) Village of Alberta Beach – October 23, 2023 – Committee Appointments.

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- c) Lac Ste Anne East End Bus Society, Program Coordinator Lorna Porter – October 27, 2025, Bus Schedule, for member circulation.

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- d) Government of Alberta, Assistant Deputy Minister, Water and circular Economy Division, Alberta Environment and Protected Areas, Kathleen Rich – October 30, 2025 – Bill 7, Water Amendment Act

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- e) Government of Alberta, Minister of Municipal Affairs, Dan Williams – November 5, 2025 - congratulatory letter

Page 80-81

- f) Town of Onoway – November 5, 2025, Committee Appointments

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- g) Fire Rescue International, Invoice 1222, Medical First Response, paid \$237.50.

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- h) Grant Funding Report

- i)

*(approved as presented for information)*

### 11. Closed Meeting

- a) Third Party Business Interest - Administration Contract - Access to Information Act (ATIA) Section 19

### 12. Next Meeting Date

- a) Schedule the next regular council meeting for December 16, 2025, 2:00 p.m., or some other date/time.

# SUMMER VILLAGE OF NAKAMUN PARK

## AGENDA

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### 13. Adjournment

Upcoming Meetings:

December 16, 2025 – Regular Council Meeting (Proposed)

YRL Annual Organizational Meeting – December 1, 10:00 a.m. to 12:00 p.m.

YRL Orientation for Trustees and Alternates – January 26, 2026, 10:00 a.m. to 1:00 p.m.

Emergency Management Functional Exercise – week of February 23, 2026

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK,  
 IN THE PROVINCE OF ALBERTA, HELD ON TUESDAY OCTOBER 21, 2025 AT 8:00 A.M. AT THE  
 WILDWILLOW ENTERPRISES INC.MAIN OFFICE.

	<b>PRESENT</b>	<p>Mayor: Keith Pederson                  Deputy Mayor: Robert Charter                  Councillor: Raymond Gertz (via: Zoom)</p> <p>Administration: Wendy Wildman, CAO (via: Zoom)                  Sandra Schneider, Administrative Assistant                  Dwight Moskalyk, Municipal Advisor/former CAO,                  (arrived at 9:31 and left at 9:45)</p> <p>Appointments: Dave Ives, Fire Chief, Fire Rescue International</p> <p>Absent: N/A</p> <p>Public Works: N/A                  Public at Large: N/A</p>
<b>1.</b>	<b>CALL TO ORDER</b>	<p>Mayor Pederson called the meeting to order at 8:00 a.m.</p> <p>Mayor Pederson stated the Land Acknowledgement, as presented.</p>
<b>2.</b>	<b>AGENDA</b>	
	171-25	<p><b>MOVED</b> by Councillor Gertz that the agenda for the October 21, 2025, regular meeting of council be approved, with the following addition:</p> <p style="padding-left: 40px;">i) Appointments - Dave Ives</p> <p style="text-align: right;"><b>CARRIED.</b></p>
<b>3.</b>	<b>MINUTES</b>	
	172-25	<p><b>MOVED</b> by Deputy Mayor Charter that the minutes for the Tuesday September 16, 2025 regular meeting of council be approved, as presented.</p> <p style="text-align: right;"><b>CARRIED.</b></p>
<b>4.</b>	<b>APPOINTMENT</b>	
	173-25	<p>8:02 a.m. – Fire Chief Dave Ives, Alberta Beach Regional Fire Services - to introduce himself and discuss various fire services matters, including options to help bring down the high cost of home insurance for fire coverage.</p> <p><b>MOVED</b> by Deputy Mayor Charter that Council accepts for information the presentation by Fire Chief Ives, and that FC Ives provide additional information with respect to matter discussed.</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 TUESDAY OCTOBER 21, 2025 AT 8:00 A.M. AT THE WILDWILLOW ENTERPRISES INC.MAIN OFFICE.

5.	<b>BYLAW</b>	N/A
6.	<b>BUSINESS</b>	
	174-25	<p><b>MOVED</b> by Deputy Mayor Charter that Council accepts the Yellowhead Regional Library (YRL) Draft 2026 Budget for information.</p> <p style="text-align: right;"><b>CARRIED.</b></p>
	175-25	<p><b>MOVED</b> by Deputy Mayor Charter that Council accept the discussion on the WhatsApp engagement as information.</p> <p style="text-align: right;"><b>CARRIED.</b></p>
	176-25	<p><b>MOVED</b> by Deputy Mayor Charter that Council endorses the creation of a community WhatsApp group with Councillor Gertz as designated administrator with full and sole moderator discretion, as discussed, AND THAT Councillor Gertz be authorized to use his summer village email to facilitate the registration of this application including the collection of registrant’s names, email addresses, municipal addresses and contact numbers.</p> <p style="text-align: right;"><b>CARRIED.</b></p>
	177-25	<p><b>MOVED</b> by Deputy Mayor Charter that Council authorizes the use of the WhatsApp system for communication and engagement on matters including, but not limited to, security, community initiatives and feedback on community policy, AND THAT the advertisement of this program of this new system be made through the municipal website as each new group or subgroup is launched, and that Councillor Gertz develop a draft policy with respect to the WhatApp system to be presented to Council before the end of January 2026.</p> <p style="text-align: right;"><b>CARRIED.</b></p>
	178-25	<p><b>MOVED</b> by Mayor Pederson that Council authorizes administration to execute the renewal of the Group Accident Insurance based on the same coverage level as 2025 as presented in the October 1, 2025 correspondence regarding same, AND THAT Council looks forward to further discussion with a representative from Alberta Municipal Services Corporation (AMSC) regarding the summer villages insurance coverage.</p> <p style="text-align: right;"><b>CARRIED.</b></p>
	179-25	<p><b>MOVED</b> by Deputy Mayor Charter that Council accepts the request for property access relocation at 5565 Nakamun Drive as information, and further that council approves the request and authorizes administration to forward a letter outlining the approval and conditions discussed, including but not limited to, culvert size and material, use of riprap, and use of proper Locates prior to any work being done, as well as future maintenance obligations and removal/decommissioning of the current access and advise the property owner to plant vegetation up to his property line but not into the municipal ditch.</p> <p style="text-align: right;"><b>CARRIED.</b></p>
	D. Ives left at 8:44 a.m.	<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 TUESDAY OCTOBER 21, 2025 AT 8:00 A.M. AT THE WILDWILLOW ENTERPRISES INC.MAIN OFFICE.

	180-25	<p><b>MOVED</b> by Deputy Mayor Charter that Council ratify the attendance of the Chief Administrative Officer (CAO) at the Asset Management Project meeting held October 16 during the Association of Summer Villages of Alberta (ASVA) Conference, and authorize the participation of the Summer Village of Nakamun Park in the proposed Matthewson and Co Asset Management Project, on conditions it is same or similar to what was discussed on October 16, 2025, including but not limited to group costs of approximately \$7,500 to be covered equally by all participating members, and scope of work as noted.</p> <p style="text-align: right;"><b>CARRIED.</b></p>
	181-25	<p><b>MOVED</b> by Deputy Mayor Charter that Council accepts the 2025 Annual General Meeting of the Capital Region Assessment Services Commission (CRASC), scheduled for November 5, 2025 in Edmonton, for information.</p> <p style="text-align: right;"><b>CARRIED.</b></p>
7.	<b>FINANCIAL</b> 182-25	<p><b>MOVED</b> by Mayor Pederson that Council accepts the payables listing, income and expense statements and bank reconciliation as at September 30, 2025, for information, as presented this day, October 21, 2025.</p> <p style="text-align: right;"><b>CARRIED</b></p>
8.	<b>COUNCIL REPORTS</b> 183-25	<p><b>MOVED</b> by Mayor Pederson that Council accepts the Council Reports for information, as presented.</p> <p style="text-align: right;"><b>CARRIED.</b></p>
	184-25	<p><b>MOVED</b> by Deputy Mayor Charter that administration forward a letter to Masse Property Corporate, c/o Darrien Masse, property owner in Lac Ste. Anne County whose property abuts the summer villages south boundary, advising of the Summer Villages concerns and requesting a meeting to discuss the possibility of the summer village covering the costs of implementing a 100' fire break on Mr. Masse's property.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	185-25	<p><b>MOVED</b> by Mayor Pederson that the summer village forward an email to the Association of Summer Villages of Alberta (ASVA) outlining the many concerns expressed by Council as to the ASVA Conference including:</p> <ul style="list-style-type: none"> <li>-sound quality</li> <li>-trade fair noise/location</li> <li>-food (cold and removed too quickly) and no coffee shop, restaurant or lounge open for spouses</li> <li>-too much money for what we received, suggest they negotiate a rebate from hotel</li> </ul>

		<p>-who are the summer villages who are not members of ASVA, and there should be a member and a non member rate for attending conference and any other services provided by ASVA</p> <p>-suggest they ask members for their 4 hot topics and then ASVA pick the top 2 from there to have as topics at next zoom meeting</p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>9.</b>	<p><b>ADMINISTRATION /PUBLIC WORKS REPORTS</b> 186-25</p>	<p><b>MOVED</b> by Deputy Mayor Charter that Council accepts the Administration and Public Works reports for information, as presented.</p> <p style="text-align: right;"><b>CARRIED.</b></p>
<b>10</b>	<p><b>INFORMATION / CORRESPONDENCE</b> 187-25</p>	<p><b>MOVED</b> by Mayor Pederson that Council accepts the following correspondence items as information:</p> <ul style="list-style-type: none"> <li>a) Government of Alberta, Alberta Community Development – September 18, 2025, correspondence providing Fall Webinar Flyer, for member circulation.</li> <li>b) Lac Ste Anne County, Enforcement Services – September 18, 2025, 2025 Semi Annual Report – Enforcement Services, for member circulation.</li> <li>c) Government of Alberta, Municipal Affairs – September 22, 2025, Mandate Letter from Premier of Alberta to Minister of Municipal Affairs outlining expected commitments to deliver results, strengthen our communities, and build a future rooted in prosperity, opportunity, and responsible government.</li> <li>d) Lac Ste Anne East End Bus Society, Program Coordinator Lorna Porter – October 2, 2025, Bus Schedule, for member circulation.</li> <li>e) Village of Alberta Beach, Discussions on Fire Mutual Aid – September 30, 2025 Email regarding recent dialogue on Fire Services Mutual Aid Agreement and Addendum for Highway Dual Call-Out Protocol.</li> <li>f) Alberta Summer Villages Association (ASVA), Kathy Krawchuk – October 8, 2025 –ASVA 2025 AGM Emergent Resolution re: Ma Me O Beach.</li> <li>g) Summer Village Lac Ste Anne County East (SVLSACE), October 8, 2025 - Committee Appointments.</li> <li>h) West Inter Lake District (WILD) Water Commission, October 9, 2025 – Member Engagement on Draft Budget 2026.</li> <li>i) Lac Ste Anne Foundation, October 10, 2025 – June 24, 2025, and August 26, 2025, Board Meeting Minutes.</li> </ul>

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK,  
 IN THE PROVINCE OF ALBERTA, HELD ON TUESDAY OCTOBER 21, 2025 AT 8:00 A.M. AT THE  
 WILDWILLOW ENTERPRISES INC.MAIN OFFICE.

		<b>CARRIED.</b>
<b>11.</b>	<b>CLOSED MEETING</b>	N/A
<b>12.</b>	<b>NEXT MEETING</b> 188-25	<b>MOVED</b> by Councillor Gertz that the next regularly scheduled meeting be held on November 18, 2025, and that the time be moved from 2:00 p.m. to 8:00 a.m.  <b>CARRIED.</b>
<b>13.</b>	<b>ADJOURNMENT</b>	Mayor Pederson declared the meeting adjourned at 10:05 a.m.

\_\_\_\_\_  
 Mayor Keith Pederson

\_\_\_\_\_  
 Chief Administrative Officer Wendy Wildman

## **Summer Village of Nakamun Park Request For Decision - (RFD) 2025-56**

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>November 18<sup>th</sup>, 2025</b>
<b>Originated By:</b>	<b>Wendy Wildman, Chief Administrative Officer</b>
<b>Title:</b>	<b>Bylaw 2025-10, Borrowing Bylaw Renewing the Municipality's Line of Credit.</b>
<b>Agenda Item Number:</b>	<b>5(a) – Bylaws/Policies</b>

### **BACKGROUND/PROPOSAL:**

For several years now, initially in response to – and still primarily in consideration of - our emergency response preparedness needs, the municipality has maintained a line of credit (LOC) with our designated financial institution of record (ATB Financial). This LOC is technically a type of borrowing, although there is no immediate need to access any of the provided credit. Under the MGA, borrowing must be arranged by bylaw, with advertising required for certain types (long term borrowing). As the borrowing addressed in Bylaw 2025- 10 is not a long term borrow (we renew the matter annually), we need only the bylaw and do not require advertising.

With the exception of a new bylaw number and revised dates (to reflect the effective date ending December 31<sup>st</sup>, 2026), this bylaw is the same as previous versions. A copy of the draft is attached for review.

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

As we have discussed this matter in prior years, it is expected that Council is well versed on the reason and rationale behind this bylaw. There have been no revisions to the Act, nor substantive changes to the text of the bylaw (save the revised effective date reference) that would warrant any major discussion. This bylaw is to arrange a renewal of this authorisation for borrowing to throughout the next operating year.

However, a more general discussion on the relevance of this bylaw (in light of pending changes to the Emergency Management Framework) may be timely to have. Notwithstanding comments from Council on this matter, Administration is of the opinion that regardless of the situation with who may be providing our Emergency Management Services in the years ahead, the obligations of the municipality to be prepared for a response (including bridging funding without jeopardizing the operating budget or reserves) remains, so this bylaw is still relevant. Furthermore, this Line of Credit is technically not for a specific purpose (other than the Section 256 matters referenced), so it could be accessed for other "emergency" situations such as major repairs, major works, etc. as we wait for grant funding to come in. I do not foresee an issue with liquidity at all, but it is good business practice to have a LOC of some sort just in case.

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

At this time, there is no cost to having the LOC arranged.

If the municipality need to access the LOC, it would be subject to the posted interest rate, which cannot exceed 10%/annum, and would be subject to repayment at the direction of the municipality (through taxes, reserves, grant funding, etc.)

**RECOMMENDED ACTION:**

1. That Council give all required readings to pass Bylaw 2025-10 as presented, or with amendments, and authorize execution of same by Mayor Pederson and CAO Wildman.

<b>Initials show support</b> – Reviewed By: <b>CAO: <i>W. Wildman</i></b>
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**BYLAW 2025-10**  
**BEING A BYLAW OF THE SUMMER VILLAGE OF NAKAMUN PARK, IN THE**  
**PROVINCE OF ALBERTA, FOR THE PURPOSE SPECIFIED IN SECTION**  
**256 OF THE MUNICIPAL GOVERNMENT ACT**

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**WHEREAS** the Council of the Summer Village of Nakamun Park (hereinafter called the "Corporation") in the Province of Alberta, considers it necessary to have secured prearranged borrow for certain sums of money for the purpose of an operating Line of Credit for interim financing in the event of a local emergency or to cover unforeseen urgent operating expenditures not included in the operating budget over the period from the date of this Bylaw through to December 31, 2026;

**WHEREAS** Section 251 of the Municipal Government Act allows for municipalities to undertake borrowing so long as that borrowing is authorized by bylaw and incorporated the prescribed details set out in Section 251;

**WHEREAS** Section 256 of the Municipal Government Act establishes the provisions by which a municipality may undertake borrowing for operational expenditures, and that bylaws securing such borrowing do not need to be advertised so long as the term of the borrowing does not exceed three years;

**AND WHEREAS** the Summer Village of Nakamun Park's banking institution, ATB Financial, renews operating Lines of Credit annually (hence a borrowing term of one year);

**NOW THEREFORE** pursuant to the provisions of the Municipal Government Act, it is hereby enacted by the Council of the Corporation as a Bylaw that:

1. The Corporation is hereby authorized to borrow from ATB Financial, ("ATB") up to the principal sum of \$150,000.00 repayable upon demand at a rate of interest per annum from time to time established by ATB, not to exceed 10%, and such interest will be calculated daily and due and payable monthly on the last day of each and every month.
2. The borrowing is a line of credit repayable on demand and the Corporation is required to pay accrued interest monthly.
3. The Chief Elected Officer and the Chief Administrative Officer are authorized for and on behalf of the Corporation:
  - a) to apply to ATB for the aforesaid loan to the Corporation and to arrange with ATB the amount, terms and conditions of the loan and security or securities to be given to ATB;

- b) in preparation of security for any money borrowed from ATB
  - i. to execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debts;
  - ii. to give or furnish to ATB all such securities and promises as ATB may require to secure repayment of such loans and interest thereon; and
  - iii. to execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments and transfers to and in favour of ATB of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation or in which the Corporation may have any interest, and any other documents or contracts necessary to give or to furnish to ATB the security or securities required by it.
- 4. The source or sources of money to be used to repay the principal and interest owing under the borrowing from ATB are: Taxes, Reserves, Grants
- 5. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.
- 6. In the event that the Municipal Government Act permits extension of the term of the loan and in the event the Council of the Corporation decides to extend the loan and ATB is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in paragraph 3 hereof and delivered to ATB will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation, and ATB will not be bound to inquire into the authority of such officers to execute and deliver any such renewal, extension document or security.
- 7. This Bylaw comes into force on the final passing thereof.

**WE HEREBY CERTIFY** that the foregoing Bylaw was duly passed by the Council of the Corporation therein mentioned at a duly and regularly constituted meeting thereof held on the 18<sup>th</sup> day of November, 2025 at which a quorum was present, as entered in the minutes of the said Council, and that the Bylaw has come into force and is still in full force and effect.

**THIS MUNICIPAL BORROWING BYLAW**, inclusive of its Certificate: (a) may be executed electronically; and (b) may be delivered by email, facsimile or other functionally-equivalent means.

**READ** a first time this 18th day of November, 2025.

**READ** a second time this 18th day of November, 2025.

**UNANIMOUS CONSENT** to proceed to third reading this 18th day of November, 2025.

**READ** a third and final time this 18th day of November, 2025.

**SIGNED** this 18th day of November, 2025.

WITNESS our hands and the seal of the Corporation this 18th day of November, 2025.

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Mayor, Keith Pederson

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Chief Administrative Officer, Wendy Wildman

## **Summer Village of Nakamun Park Request For Decision - (RFD) 2025-57**

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>October 21, 2025</b>
<b>Originated By:</b>	<b>Wendy Wildman, Chief Administrative Officer</b>
<b>Title:</b>	<b>Water Act Approval – Annual Lake Weed Harvesting</b>
<b>Agenda Item Number:</b>	<b>6(a) – Regular Business</b>

### **BACKGROUND/PROPOSAL:**

As a follow-up to the discussion during the October regular meeting, Administration has been exploring the existing framework of provincial approvals and authorizations currently on record to the benefit of the Summer Village of Nakamun Park. In particular, we have been looking for information regarding the approval for the lake weed harvesting activities (technically called the aquatic vegetation removal approval, under the Water Act), as this was a specific question in Council.

On October 30, 2025, Administration hosted a Zoom meeting with Mr. Guy Hancock (Waters Act) and Mr. Chris Veirath (Public Lands) at the Alberta EPA Department. Collectively, we had a fantastic discussion and got some great clarity on what we have, what we need/don't need, and what some options are for addressing different scenarios that might arise in the community.

As a general summary to the discussion, SVNPN has several DLOs (public lands authorizations) related to the boat launch construction and maintenance, and shoreline modifications on MR7, MR8, MR9. These speak to the modification of lands and bed and shore, but not aquatic vegetation removal. SVNPN does not have a Water Act Approval for Aquatic Vegetation Removal (and in fact has not since 1995, 1996, 1997 period). However, we do not – strictly speaking – require an approval so long as we follow the regulations (one cut per year, one 4m (max) swath next to existing dock/mooring structure per adjacent lot, collection and removal of weeds out of lake and only cut in prescribed time period, as amended from time to time).

The takeaway from the discussion is while SVNPN did not obtain an approval for lake weed harvesting, it did not actually require one as SVNPN was instead following the regulations that allowed them to lake weed harvest without the requisite approvals. In consideration of this, the discussion might be good to end here; however, Council may also want to consider some advice offered during our EPA meeting and take the step to actually get an approval anyway...

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

Why would we consider a permit rather than just rely on the regulations?

- 1) Regulations can change, but the approval adds stability to service expectations. If we have an approval that notes activities to the current standard (4m cut, etc.) we can be relatively assured

that if the regulations change, we will have a period of the existing approval time to adjust to those changes and relay that change to the community.

- 2) The Regulations are restrictive. Approvals can fill the gaps to meet local needs/wants: Consider that the regulator is very clear that – while we do not need an approval – we can only cut the prescribed 4m swath if it is next to an existing temporary mooring or dock structure. Full stop. We cannot cut next to the boat launch (a permanent structure), and we can not cut a strip allowing all lots lake access (those without a dock in place at time of cutting). If we seek a Water Act Approval, we have been given strong assurance that – if requested – we could get approval for the cutting at each lot on lakefront including our boat launch area and MRs. Note, we don't have to do the cutting of all of them, but we could if folks asked us to (looking ahead to additional requests for such a service).
- 3) The application requires defining the work area/mapping, which means clarity of scope and scale now and in the future: The work area of the annual harvest is always a bit of a moving target. If there were areas that we considered or declared public beaches (maybe the shorelines of each MR? the coves near the Boat Launch?) We could perhaps seek approval to do an annual cutting in these areas, too.

Really a discussion for Council, what is the service level you are expecting out of the harvester? This is going to determine if we are good to continue as is (no permit/approval needed), or if we need to apply for an approval. If we want to seek a Water Act Approval for the future, what should be included: 4m path to each lot (or in case of ER lands one for each of those backlots?), 4m path on boat launch area (or area of the original DLO work/maintenance zone?), 4m path on each MR (or up to 2 4m paths on those with multiple docks?), 5 year approval (technically can ask for any length of time, but they advise 5 year max), include public beach areas (do we have any?), etc.?

If you want us to proceed with the application, we will need to access the DRAS system for doing so. Bolson Engineering has done this for us in the past and based on criteria out of the meeting can provide a cost estimate for making this application (including the required survey plans).

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

Depending on discussion, we can look at starting the application and either cover under the 2025 operating budget or look at it as a 2026 project and cover under the 2026 operating budget.

**RECOMMENDED ACTION:**

- 1) That Council for the Summer Village of Nakamun Park -----

<b>Initials show support</b> – Reviewed By: <b>CAO: <i>W. Wildman</i></b>
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## **Summer Village of Nakamun Park Request For Decision - (RFD) 2025-58**

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>November 18<sup>th</sup>, 2025</b>
<b>Originated By:</b>	<b>Wendy Wildman, Chief Administrative Officer</b>
<b>Title:</b>	<b>FCSS Renewal Agreement (2026-2028 Grant Funding)</b>
<b>Agenda Item Number:</b>	<b>6(b) – Regular Business</b>

### **BACKGROUND/PROPOSAL:**

The Family and Community Support Services (FCSS) program is a partnership between the province and local authorities to provide grant funding for a specific category of community initiatives (related to family and community support/programs/events, etc.). This arrangement is based on a funding formula that assigned a program value to each community, and then understanding that the province will cover 80% of that funding and the municipality will cover 20%. The municipality also agrees to administer the program in their community, and do the reporting to the ministry, etc., as required.

The Agreement for this program is renewed every three years. The 2026-2028 Agreement has been prepared and circulated by the Province. A copy is attached for Council's review.

Administration is seeking ratification of this agreement and authorization to have the agreement executed and returned.

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

On review the agreement is standard to that provided in previous years, in terms of scope of duties and obligations. The only substantive change is the value of the grant funding – and even in that, "substantive" is a relative term.

In the 2023-2025 Agreement, the Municipality received the following (per year):

Total FCSS Fund:	\$3,165
Provincial Portion:	\$2,532
Municipal Portion:	\$ 633

In the New Agreement (2026-2028), we would receive the following (per year):

Total CSS Fund:	\$3,205
Provincial Portion:	\$2,564
Municipal Portion:	\$ 641

Overall, this represents a 1.26% increase.

As per usual, we have signalled our intent to the province that we will renew the agreement for the sake of timelines (they always send it out late in the year and between our usual meetings). However, we are seeking council direction to ratify the agreement and authorize formal execution of same.

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

The municipal portion (\$641) is recovered through tax revenue annually, as noted in the MCP/Budget documents. We retain about half of the annual fund (collective) to cover SVNP-hosted events/activities, and give the rest to regional initiatives that fit the mandate.

**RECOMMENDED ACTION:**

1. That Council ratify the 2026-2028 Family and Community Support Services agreement as presented this day November 18, 2025 and authorize the execution of same by the Chief Administrative Officer or their designate.

<b>Initials show support</b> – Reviewed By: <b>CAO: <i>W. Wildman</i></b>
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**THIS AGREEMENT** is effective **January 1, 2026**.

**BETWEEN:**

**HIS MAJESTY THE KING IN RIGHT OF ALBERTA**  
as represented by the Minister of Assisted Living and Social Services  
(the “Minister”)

~ and ~

**SUMMER VILLAGE OF NAKAMUN PARK**  
created pursuant to the laws of Alberta  
(the “Municipality”)

**WHEREAS** the Municipality has applied for a grant to be used for the purposes of FCSS Services;

**WHEREAS** the Minister agrees to provide Funding for said purpose under the Provincial Program and subject to the terms and conditions of this Agreement;

**WHEREAS** the FCSS Act and the Grants Regulation authorizes such a grant being made;

**WHEREAS** the Municipality is prepared to perform and enter into certain undertakings relative to the payment of the grant;

**NOW THEREFORE** the parties agree as follows:

1. DEFINITIONS:

(a) “Agreement” means this document and the attached Schedule A, Schedule B, Schedule C, and Appendix 1 to Schedule C, and including any amendments made in writing by the parties;

(b) “Effective Date” means the date first noted above;

(c) “FCSS Act” means the *Family and Community Support Services Act* (Alberta), as amended from time to time;

(d) “FCSS Framework” means the FCSS Accountability Framework, as amended by the Minister from time to time, a copy of which can be found at <https://open.alberta.ca/publications/family-and-community-support-services-accountability-framework>.

(e) “FCSS Program Policies” means the collective policies, as implemented and amended from time to time, by the Minister relating to the Provincial Program and any funding provided pursuant to that program;

- (f) "FCSS Regulation" means the Family and Community Support Services Regulation (Alberta), as amended from time to time;
- (g) "FCSS Services" means the activities to be performed by the Municipality as described in Schedule A for the purposes of establishing, administering and operating a local family and community support services program as set out in the FCSS Act, FCSS Regulation, the FCSS Framework, and the FCSS Program Policies;
- (h) "FCSS Services' total cost" means **\$9,615.00** and is comprised of the Funding provided by the Minister under this Agreement and the Municipality's Contribution as set out in Clause 6 of this Agreement;
- (i) "Funding" means the grant monies to be contributed by the Minister pursuant to this Agreement and any interest earned thereon;
- (j) "Grants Regulation" means the Ministerial Grants Regulation A.R. 215/2022, as amended from time to time;
- (k) "Municipality's Contribution" is the Municipality's financial contribution towards the FCSS Services as set out in Clause 6 of this Agreement;
- (l) "Provincial Program" means the Provincial Family and Community Support Services Program administered by the Minister and delivered in accordance with the FCSS Act, FCSS Regulation, and FCSS Framework;
- (m) "Provincial Prevention Priorities" means key social issues affecting Albertans as listed in the FCSS Framework and identified in Schedule A;
- (n) "Provincial Prevention Strategies" means strategies, as listed in the FCSS Framework and identified in Schedule A, that guide the development and delivery of preventative services to meet the needs of a local community;
- (o) "Surplus" means the amount by which payments made by the Minister exceed the Municipality's expenditures to perform the FCSS Services, as determined by the Minister, in consultation with the Municipality;
- (p) "Term" means the period from **January 1, 2026 to December 31, 2028**.

## 2. RESPONSIBILITIES OF THE MUNICIPALITY:

- (a) The Municipality shall perform the FCSS Services as described in Schedule A and in accordance with the FCSS Act, FCSS Regulation, FCSS Program Policies, and the FCSS Framework.
- (b) The Municipality shall perform FCSS Services in alignment with the FCSS Framework.
- (c) The Municipality may transfer to another municipality all or part of the Funding received pursuant to this Agreement as described in the FCSS Program Policies.

- (d) The Municipality shall comply with all applicable laws in its performance of the FCSS Services.
- (e) The Municipality shall not make any public announcement or issue any press release regarding the entering into this Agreement or the Minister’s provision of the Funding, except in consultation with and upon receiving the approval of the Minister as to the contents of the announcement or press release, such approval shall not be unreasonably withheld.
- (f) The Municipality warrants that it has entered into an agreement with other municipalities to jointly establish, administer, and operate the FCSS Services and that the Municipality has the authority to enter into this Agreement on the behalf of the other municipalities.
- (g) The Municipality warrants that the Funding will be allocated among itself and the other municipalities as follows:

Municipality	Funding Allocation (year 1)	Funding Allocation (year 2)	Funding Allocation (year 3)	Total Funding Allocation (for entire term)
<b>SUMMER VILLAGE OF NAKAMUN PARK</b>	\$2,564.00	\$2,564.00	\$2,564.00	\$7,692.00

3. TERM:

This Agreement shall be effective for the Term.

4. REPRESENTATIVES:

- (a) The Minister designates the **Executive Director of Civil Society and Community Initiatives** to be the Minister’s representative to maintain a continuing liaison with the Municipality in matters relating to this Agreement.
- (b) The Municipality designates the **CAO** to be the Municipality’s representative to maintain a continuing liaison with the Minister in matters relating to this Agreement.
- (c) In the event there is a change in either party’s representative, notice should be provided to the other party pursuant to Clause 15.

5. FUNDING:

- (a) The Minister will provide Funding to the Municipality in the amount of no more than **\$7,692.00**, subject to:

- i. the appropriation of funds by the Legislature sufficient to provide the Funding under this Agreement, the sufficiency of which shall be determined in the sole discretion of the Minister; and
- ii. early termination of this Agreement,

and that there will be no additional funding from the Minister in the case of cost overruns.

(b) The maximum Funding set out in Clause 5(a) will be allocated as follows:

- i. **\$2,564.00** for the first year of the Term (2026-01-01 to 2026-12-31)
- ii. **\$2,564.00** for the second year of the Term (2027-01-01 to 2027-12-31)
- iii. **\$2,564.00** for the third year of the Term (2028-01-01 to 2028-12-31)

(c) The Municipality shall immediately notify the Minister of any overpayment of the Funding and shall repay the amount of any overpayment, unless directed otherwise in writing by the Minister. Any amount of overpayment not repaid to the Minister shall be considered a debt due to the Minister. The Minister may in the Minister's sole discretion cease to make payments under this Agreement or any other agreement made between the Municipality and the Minister if an overpayment is not repaid forthwith.

(d) The Funding shall be released to the Municipality in accordance with Schedule B.

(e) Notwithstanding Schedule B, the Minister may withhold any Funding during the Term of this Agreement:

- i. upon failure of the Municipality to provide any reports required by this Agreement or any Schedule to this Agreement; or
- ii. upon the Municipality's non-compliance with any term or condition of this Agreement.

(f) Notwithstanding Clause 5(a), (b), and (d) of this Agreement, the total amount of Funding or any scheduled payment of Funding during the Term may be adjusted (including an increase or decrease) in the sole discretion of the Minister.

(g) If the total amount of Funding or any scheduled payment of Funding is to be adjusted pursuant to Clause 5(f):

- i. the Minister shall provide the Municipality sixty (60) days' written notice of any proposed adjustment;
- ii. upon receipt of the Minister's notice to adjust Funding or adjust a scheduled payment of Funding, the Municipality shall have thirty (30) days to either accept the adjustment or terminate this Agreement, which decision shall be communicated to the Minister in writing pursuant to Clause 15;

- iii. if the Municipality chooses to accept the adjustment, the Municipality and the Minister may mutually agree to amend the Services under this Agreement and shall amend the Agreement accordingly;
- iv. if the Municipality chooses to terminate this Agreement, termination shall be effective thirty (30) days after the date of the notice of termination by the Municipality.

## 6. THE MUNICIPALITY'S CONTRIBUTION

(a) In accordance with section 3 of the FCSS Act and section 5(b) of the FCSS Regulation, the Municipality shall provide a financial contribution of no less than twenty percent (20%) of the FCSS Services' total cost. The Municipality shall also demonstrate a financial contribution of at least twenty percent (20%) towards the FCSS Services' annual costs.

(b) In accordance with Clause 6(a), the Municipality's Contribution for the Term is allocated as follows:

- i. **\$641.00** for the first year of the Term (2026-01-01 to 2026-12-31)
- ii. **\$641.00** for the second year of the Term (2027-01-01 to 2027-12-31)
- iii. **\$641.00** for the third year of the Term (2028-01-01 to 2028-12-31)

(c) In the event the total amount of Funding is increased or decreased either during the Term or by any amendment to this Agreement, the Municipality's Contribution may change accordingly, and the Municipality must provide written notice the Minister of any changes to the Municipality's Contribution pursuant to Clause 15.

## 7. USE OF GRANT FUNDING:

(a) The Municipality covenants and agrees that it is and will be, in relation to the Funding, bound by the provisions of this Agreement, the FCSS Act, FCSS Regulation, and the Grants Regulation.

(b) The Municipality agrees that the Funding shall be used only for the purposes described in Schedule A and the expenditures and costs associated with the purposes as further described in the FCSS Regulation and FCSS Program Policies, and the Municipality shall not use the Funding for any other purpose without the prior written consent of the Minister.

(c) The Minister reserves the right to disallow and recover from the Municipality the amount of any expenditure of the Funding that is contrary to the terms and conditions of this Agreement.

## 8. PUBLICATION, DISSEMINATION AND RELEASE OF INFORMATION:

(a) The Municipality has the requisite authority to collect and disclose all information contained in any reports and other records submitted to the Minister under this Agreement.

(b) The Municipality acknowledges that this Agreement, including the name of the Municipality, and the terms and conditions of the Grant under this Agreement, may be subject to disclosure pursuant to the Access to Information Act (Alberta) ("ATIA Act"), as amended from time to time. The Municipality further acknowledges that the ATIA Act applies to information obtained, related, generated, collected or provided to the Minister under this Agreement, including all reports and other records submitted to the Minister by the Municipality, and that any information in the custody or under the control of the Minister may be disclosed.

(c) Subject to any applicable laws, the Municipality shall allow the Minister access to or provide copies to the Minister of any data or information acquired, collected or produced under this Agreement.

#### 9. FCSS SERVICES REPORTING REQUIREMENTS:

(a) The Municipality shall provide the Minister with a detailed annual report as described in Schedule C within one hundred twenty (120) days after the end of each year of the Term.

(b) The Minister may at any time during the Term of this Agreement request any additional information or ad hoc reports required, in the sole discretion of the Minister, to inform the Minister about the FCSS Services and the Municipality shall comply forthwith.

(c) The Minister shall have the right and ability to use, publish, or distribute reporting as the Minister determines appropriate, subject to any applicable laws.

(d) In the event the total amount of Funding is increased either during the Term or by any amendment to this Agreement, any reporting, financial or otherwise may change accordingly.

#### 10. ACCOUNTING:

The Municipality shall:

(a) deposit and maintain the Funding in a separate bank account used only for the Funding or in the same bank account as other monies provided that the Funding is kept separate from other monies in the books of account, such that the Funding can be accounted for;

(b) maintain adequate financial records relating to the Funding. It shall keep proper books, accounts and records of the cost of the materials, services or resources funded under this Agreement, in accordance with Canadian generally accepted accounting principles, and have them available at all times during the Term of this Agreement and for a period of six (6) years after the termination or expiry of this Agreement; and

(c) during the Term and for six (6) years after the termination or expiry of this Agreement, produce on demand to any representative of the Minister or the Auditor General of Alberta any of the financial records referred to in Clause 10(b) and shall permit such representative to examine and audit these books, accounts and records and take copies and extracts of them.

#### 11. SURPLUS DURING THE TERM AND ON EXPIRY OR TERMINATION:

(a) If the Minister determines there is a Surplus during any year of the Term or at any time following the expiry or termination of this Agreement, the Minister, in the Minister's sole discretion, may:

- i. demand repayment of all or part of the Surplus by the Municipality to the Government of Alberta within ninety (90) days of the demand or the expiry or termination of this Agreement;
- ii. adjust the total amount of Funding by withholding payment of any portion of Funding equal to the Surplus amount, or by setting-off the Surplus amount against any future scheduled payments of Funding in the Term;
- iii. authorize the Municipality to retain the Surplus and redistribute the Surplus amount across the remaining year(s) of the Term; or
- iv. apply the Surplus to any payment made by the Minister pursuant to a further grant agreement with the Municipality for the same or similar purpose.

(b) The Municipality acknowledges that the parties may need to amend this Agreement or enter into a new agreement or amend an existing agreement if the Minister determines that there is a Surplus during the Term or at any time following the expiry or termination of this Agreement in accordance with Clause 11(a).

## 12. GENERAL PROVISIONS:

(a) The parties agree that Schedule A, Schedule B, Schedule C and any appendices to these Schedules form part of the Agreement, but in the event of a conflict between a provision in a Schedule or any appendices and a provision in the body of the Agreement, the provision in the body of the Agreement shall govern.

(b) The Municipality shall indemnify and hold harmless the Minister, the Minister's employees, contractors, agents or volunteers from any and all claims, demands, actions and costs whatsoever that may arise, directly or indirectly, out of any act or omission of the Municipality or its employees, contractors, agents or volunteers with respect to carrying out the purposes of this Agreement. Such indemnification shall survive the termination of this Agreement.

(c) The Minister shall not be liable for any personal or bodily injury or property damage that may be suffered or sustained by the Municipality, its employees, contractors, agents or volunteers in carrying out this Agreement.

(d) The Municipality shall, at its own expense and without limiting its liabilities herein, insure its operations under a contract of general liability insurance, in accordance with Alberta's *Insurance Act*, in an amount not less than \$2,000,000.00 inclusive per occurrence, insuring against bodily injury, personal injury and property damage, including loss of use thereof.

(e) This Agreement may be amended when such amendments are reduced to writing and signed by each of the parties hereto, but not otherwise.

- (f) The Municipality is an independent entity and any persons engaged by the Municipality to provide goods and services in carrying out this Agreement are employees, agents, or contractors of the Municipality and not of the Minister.
- (g) The Municipality may not assign this Agreement or any part of it.
- (h) Despite any other provision of this Agreement, those clauses which by their nature continue after the conclusion or termination of this Agreement shall continue after such conclusion or termination, including: Clauses 7(c), 8, 9(b), 9(c), 10, 11, 12(b), 12(c) and 12(d).
- (i) This Agreement is binding upon the parties and their successors.
- (j) The parties agree that this Agreement will be governed and interpreted in accordance with the laws of the Province of Alberta and the parties irrevocably attorn to the exclusive jurisdiction of the courts in Alberta.
- (k) This Agreement contains the entire agreement of the parties concerning the subject matter of this Agreement and except as expressed in this Agreement, there are no other understandings or agreements, verbal or otherwise, that exist between the parties.
- (l) If any provision of this Agreement is determined to be invalid or unenforceable in whole or in part, such invalidity or unenforceability shall attach only to such provision and everything else in this Agreement shall continue in full force and effect, provided however that this Agreement is not materially altered.

### 13. BREACH OF AGREEMENT:

Where the Minister, in the Minister's sole discretion, determines that the Municipality has failed to fulfill any term or condition of this Agreement, the Minister may do any one or more of the following:

- (a) terminate this Agreement immediately;
- (b) withhold payment of all or any portion of the funding under subsequent grant agreements; and
- (c) demand repayment of all or any portion of the Funding and the Municipality shall repay forthwith, all or part of the Funding to the Government of Alberta.

### 14. TERMINATION OF AGREEMENT:

This Agreement may be terminated:

- (a) at any time by mutual written agreement of the parties; or
- (b) at any time by either party without cause or reason with ninety (90) days written notice to the other party. Upon the Municipality's receipt of a notice of termination from the Minister, the Municipality shall not make or commit any further expenditure of the Funding without the prior written consent of the Minister.

15. NOTICES:

(a) All notices required or permitted to be given or submitted by one party to the other under this Agreement shall be deemed given or submitted to the other party if in writing and either personally delivered to the office of the addressee or sent by registered mail, postage prepaid, or sent by email to the address provided below:

For the Minister:

*Executive Director, Civil Society and Community Initiatives [CSCI]*  
 9942 108 Street, Edmonton, Alberta, T5K 2J5  
[SCSS.FCSSAdmin@gov.ab.ca](mailto:SCSS.FCSSAdmin@gov.ab.ca)

For the Municipality:

*CAO*  
 Box 1250, Onoway, Alberta T0E 1V0  
[cao@synakamun.com](mailto:cao@synakamun.com)

(b) The address of either party may be changed by notice in writing to the other party.

(c) Notice personally served or sent by email shall be deemed received when actually delivered between 8:15 am to 4:30 pm in Alberta from Monday through Friday excluding holidays observed by the Minister (a "business day") or if not delivered on a business day on the next following business day, and

- i. in the case of notice by email, when actually delivered as indicated by the email delivery receipt or other reasonable forms of confirmation of delivery; or
- ii. in the case of notice sent by prepaid registered mail, on the fourth business day following mailing in any post office in Canada, except in the case of postal disruption, then any notice shall be given by email or personally served.

16. ELECTRONIC SIGNING

The Parties may execute this Agreement with the use of electronic signatures so long as:

- (a) the electronic signatures are verified by the use of an Alberta approved electronic signature platform;
- (b) the electronic signatures are authenticated to confirm the identity of the signing party; and
- (c) the electronic signatures as applied are in adherence with Alberta's Electronic Transactions Act, SA 2001, c E-5.5.

**THIS SPACE IS INTENTIONALLY LEFT BLANK**

17. COUNTERPART:

This Agreement may be executed in counterparts, in which case (i) the counterparts together shall constitute one agreement, and (ii) communication of execution by emailed PDF shall constitute good delivery.

**IN WITNESS WHEREOF**, notwithstanding the dates of signature below, the parties have made this Agreement to be effective as of the day, month and year first above written.

**HIS MAJESTY THE KING IN RIGHT OF ALBERTA**  
as represented by the Minister of Assisted Living and Social Services

\_\_\_\_\_  
Executive Director, CSCI

\_\_\_\_\_  
Date

**SUMMER VILLAGE OF NAKAMUN PARK**

\_\_\_\_\_  
Signature of Authorized Official  
**Dwight Moskalyk**

\_\_\_\_\_  
Date

**CAO**

## SCHEDULE A

### DESCRIPTION OF FCSS SERVICES

**Grant Agreement Between  
His Majesty the King in Right of Alberta  
as represented by the Minister of Assisted Living and Social Services and  
SUMMER VILLAGE OF NAKAMUN PARK**

**Term of Agreement:** from **January 1, 2026 to December 31, 2028**

#### **Description of FCSS Services**

##### **1. Purpose of Funding**

Funding is intended to provide for the establishment, administration and operation of a family and community support services program in accordance with the FCSS Act, FCSS Regulation, FCSS Program Policies, and the FCSS Framework.

- Services must be of a preventive nature that enhances the social well-being of individuals and families through promotion or intervention strategies provided at the earliest opportunity.
- Under the FCSS Framework, prevention is defined as a proactive process that strengthens the protective factors of individuals, families, and communities to promote well-being, reduce vulnerabilities, enhance quality of life, and empowers them to meet the challenges of life.

##### **2. Description of Grant Activities**

2.1 For the purposes of this Agreement, the Municipality shall perform FCSS Services that meet the following minimum requirements:

- comply with the requirements set out in the FCSS Act and FCSS Regulation, in particular the responsibilities set out in section 2 of the FCSS Regulation (described in more detail at 2.2 below);
- comply with the requirements set out in the FCSS Act and FCSS Regulation, in particular the service requirements set out in section 2.1 of the FCSS Regulation (described in more detail at 2.3 below);
- perform FCSS Services in accordance with the FCSS Framework, in particular the Provincial Prevention Priorities and Provincial Prevention Strategies (described in more detail at 2.4 below);
- perform FCSS Services in accordance with the FCSS Program Policies (as defined in this Agreement);
- ensure FCSS Services are of a preventive nature, aligning with the definition of prevention as found in the FCSS Framework.

##### **2.2 Responsibilities of the Municipality**

The responsibilities of the Municipality are as set out section 2 of the FCSS Regulation and include:

- promote and facilitate the development of stronger communities;
- promote public participation in planning, delivering and governing the program and services provided under the program;
- promote and facilitate the involvement of volunteers;
- promote efficient and effective use of resources; and,
- promote and facilitate co-operation and co-ordination with allied service agencies operating within the municipality.

### 2.3 Service requirements of the Municipality

- The service requirements of the Municipality are as set out in section 2.1(1)(b) of the FCSS Regulation and include:
  - help people to develop independence, strengthen coping skills and become more resistant to crisis;
  - help people to develop an awareness of social needs;
  - help people to develop interpersonal and group skills which enhance constructive relationships among people;
  - help people and communities to assume responsibility for decisions and actions which affect them;
  - provide supports that help sustain people as active participants in the community.
- The Municipality must not include the services set out in section 2.1(2) of the FCSS Regulation. These services include:
  - provide primarily for the recreational needs or leisure time pursuits of individuals,
  - subject to subsection 2.1(3) of the FCSS Regulation, offer direct assistance, including money, food, clothing or shelter, to sustain an individual or family,
  - be primarily rehabilitative in nature, or
  - duplicate services that are ordinarily provided by a government or government agency.

### 2.4 FCSS Framework

The Municipality shall perform FCSS Services in alignment with the FCSS Framework, in particular:

- the following Provincial Prevention Priorities:
  - Homelessness and housing insecurity
  - Mental health and addictions
  - Employment
  - Family and sexual violence across the lifespan
  - Aging well in community
- the following Provincial Prevention Strategies:
  - Promote and encourage active engagement in the community
  - Foster a sense of belonging

- Promote social inclusion
- Develop and maintain healthy relationships
- Enhance access to social supports
- Develop and strengthen skills that build resilience

**SCHEDULE B**  
**FUNDING SCHEDULE**  
 Grant Agreement Between  
 His Majesty the King in Right of Alberta  
 as represented by the Minister of Assisted Living and Social Services  
 and  
**SUMMER VILLAGE OF NAKAMUN PARK**

Funding shall be paid to the Municipality in accordance with the following table:

Year of Term	Release Date	Funding Amount
Year 1 (from 2026-01-01 to 2026-12-31)	2026-01-01	\$641.00
	2026-04-01	\$641.00
	2026-07-01	\$641.00
	2026-10-01	\$641.00
Year 2 (from 2027-01-01 to 2027-12-31)	2027-01-01	\$641.00
	2027-04-01	\$641.00
	2027-07-01	\$641.00
	2027-10-01	\$641.00
Year 3 (from 2028-01-01 to 2028-12-31)	2028-01-01	\$641.00
	2028-04-01	\$641.00
	2028-07-01	\$641.00
	2028-10-01	\$641.00

**SCHEDULE C**  
**REPORTING REQUIREMENTS**

Grant Agreement Between  
His Majesty the King in Right of Alberta  
as represented by the Minister of Assisted Living and Social Services  
and  
**SUMMER VILLAGE OF NAKAMUN PARK**

1. Report Form – All reports must contain the information and be in a format specified by or acceptable to the Minister.
2. Annual Reporting - In accordance with Clause 9 of this Agreement, the Municipality shall provide the Minister with a detailed annual report which contains the following:
  - i. An audited financial statement for each year of the Term that complies with sections 6, 6.1 and 6.2 of the FCSS Regulation, outlined below, and any requirements as set out in the FCSS Program Policies.

Under the FCSS Regulation, an audited financial statement shall include:

- If the Municipality receives Funding of \$250,000 or less (section 6 of the FCSS Regulation applies):
  1. the revenues and expenditures shown in the Schedule to the FCSS Regulation; and
  2. Municipality's certification containing all of the items found in section 6(b) of the FCSS Regulation (review section 6(b) of the FCSS Regulation for further details of the items to be included in the Municipality's certificate).
- If the Municipality receives Funding of more than \$250,000 but less than \$500,000 (section 6.1 of the FCSS Regulation applies):
  1. the revenues and expenditures shown in the Schedule to the FCSS Regulation;
  2. Municipality's certification containing all of the items found in section 6(b) of the FCSS Regulation; and
  3. a review engagement report, prepared in accordance with the standards of the Chartered Professional Accountants of Canada for review engagement reports.
- If a Municipality received Funding of \$500,000 or more (section 6.2 of the FSCC Regulation applies):
  1. the revenues and expenditures shown in the Schedule to the FCSS Regulation;
  2. Municipality's certification containing all of the items found in section 6(b) of the FCSS Regulation.

3. an auditor's report, prepared in accordance with the standards of the Chartered Professional Accountants of Canada for auditors' reports.
- ii. Non-identifying data and information as identified by the Minister. Such data shall be relevant to the key performance measures as identified by the Minister in the FCSS Framework and in accordance with any applicable FCSS Program Policies.
  - This information must include the information listed in the Reporting Framework Checklist attached as Appendix 1 to Schedule C.
3. The Municipality shall submit all annual reporting using the FCSS Portal: <https://goaproduct.service-now.com/fcss>

**Note: The Municipality should review section 11(b) of the FCSS Regulation, which, among other things, allows the Minister to withhold funding under any new agreement in the event that the above audited financial statements are not submitted to the Minister within 120 days of the end of the Municipality's fiscal year.**

## APPENDIX 1 TO SCHEDULE C

REPORTING CHECKLIST**1. Overview Information**

- Report of all revenues and funding sources related to FCSS-funded activities
- Indication of whether a needs assessment has been conducted to inform programming
- Report of the number of partnerships
- Identification of the activity types the local FCSS program is delivering (Programming, Community Events, Information and Referrals, Community Development and Capacity Building)

**2. Programming Information**

- Descriptive activity name
- Identification of service delivery type (direct or indirect)
- Funding breakdown per program
- Activity categorization
- Identification of level of prevention (primary or secondary)
- Participation counts (record of each engagement; not unique participants)
- Identification of target age group (select up to 2)
- Identification of target community group (select up to 2)
- Prevention strategies (select one or more)
- Prevention priorities (select one)
- Survey data (for at least one program)
- Impact narrative (optional)

**3. Community Events**

Community events are typically one-time events that are open to the broader community. Required reporting components include:

- Descriptive activity name
- Identification of service delivery type (direct or indirect)
- Funding breakdown per event
- Activity categorization
- Identification of level of prevention (primary or secondary)
- Attendee counts
- Identification of target age group (select up to 2)
- Identification of target community group (select up to 2)
- Prevention strategies (select one or more)
- Prevention priorities (select one)
- Survey data (optional)
- Impact narrative (optional)

**4. Information and Referrals**

- Descriptive activity name
- Identification of service delivery type (direct or indirect)
- Funding breakdown per activity

- Activity categorization
- Count of total referral interactions
- Impact narrative (optional)

**5. Community Development & Capacity Building**

- Descriptive activity name
- Identification of service delivery type (direct or indirect)
- Funding breakdown per activity
- Activity categorization
- Identification of level of prevention (primary or secondary)
- Prevention strategies (select one or more)
- Prevention priorities (select one)
- Survey data (optional)
- Impact narrative (optional)

**6. Direct Assistance (Emergencies Only)**

- Descriptive activity name
- Identification of service delivery type (direct or indirect)
- Funding breakdown per activity
- Activity categorization
- Impact narrative (optional)

## **Summer Village of Nakamun Park Request For Decision - (RFD) 2025-59**

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>November 18<sup>th</sup>, 2025</b>
<b>Originated By:</b>	<b>Wendy Wildman, Chief Administrative Officer</b>
<b>Title:</b>	<b>Preliminary Discussions – Presentation on 2026 Draft Municipal Corporate Plan (Part 1)</b>
<b>Agenda Item Number:</b>	<b>6(c) – Regular Business</b>

### **BACKGROUND/PROPOSAL:**

In 2025, Council adopted the Municipal Corporate Plan (MCP), which serves as the paramount strategic planning document for the municipality. Much like a Business Plan in the corporate sector, the MCP includes key short-term discussions (current-year budget figures) as well as long-range trends (10-year forecast), with additional comments on key variables (such as interest rates and assessment trends). Additionally, the MCP allows for a sole-source document linking the budget figures to the detail and analysis required for meaningful planning and discussion.

By using the MCP Framework, the municipality can simultaneously work on the current year budget, the required three- and five-year operating and capital plans, and, in fact, go a step further to create a unified ten-year plan for both revenue and expenses.

The process of reviewing the MCP begins with a review of the 2025 MCP and priorities, updating the tables to reflect 2026 figures that match council priorities, and then extrapolating these figures out over the reference period. Dwight will be in attendance at the meeting to give a presentation (Part 1) on the MCP revisions to get us started on this process.

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

Every meeting from October through April will have some form of MCP/budget discussion. Today, we will start with a general overview of the current trends (variables) and a preliminary discussion on Expenses and Requisitions. This will be "Part 1" of a series of presentations; next time we will go over Revenue and Taxation Forecasts and from then on we will work on refining and fine-tuning the figures. Next spring we will end up with a Revised Draft MCP (2026 Edition) from which, if approved, we will adopt the budgets and multi-year operating and capital spending plans.

The figures you see today in the presentation are not final. They will continue to evolve. The point of the meeting today will be to refresh everyone's mind on the budgeting process and the variables/priority considerations currently before us. It is also to give Council a chance to start adding their comments/new priorities to the mix so that future iterations can reflect those priorities.

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

N/A

**RECOMMENDED ACTION:**

1. That Council receive the presentation on Part 1 of the Draft Municipal Corporate Plan, 2026 Edition, as information, as presented this day, November 18, 2025, by Mr. Moskalyk and authorize administration to proceed with making revisions as discussed and arranging the next presentation for the December 2025 meeting as a continuation of Council's annual budgeting process.

<b>Initials show support</b> – Reviewed By: <b>CAO: <i>W. Wildman</i></b>
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## **Summer Village of Nakamun Park Request For Decision - (RFD) 2025-60**

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>November 18<sup>th</sup>, 2025</b>
<b>Originated By:</b>	<b>Wendy Wildman, Chief Administrative Officer</b>
<b>Title:</b>	<b>Interim Operating Budget, 2026.</b>
<b>Agenda Item Number:</b>	<b>6(d) – Regular Business</b>

### **BACKGROUND/PROPOSAL:**

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

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

The purpose of this item on the agenda is simply to seek Council's approval of the 2026 interim operating budget in keeping with the process noted above.

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

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

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

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

**RECOMMENDED ACTION:**

1. That Council approve the 2026 Interim Operating Budget at one half of the approved 2025 Operating Budget value and that this Interim Operating Budget cease to have force or effect upon the approval and passing of the 2026 Operating Budget.

<b>Initials show support</b> – Reviewed By: <b>CAO: <i>W. Wildman</i></b>
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## **Summer Village of Nakamun Park Request For Decision - (RFD) 2025-61**

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>November 18<sup>th</sup>, 2025</b>
<b>Originated By:</b>	<b>Wendy Wildman, Chief Administrative Officer</b>
<b>Title:</b>	<b>Preliminary Capital Budget 2026</b>
<b>Agenda Item Number:</b>	<b>6(e) – Regular Business</b>

### **BACKGROUND/PROPOSAL:**

Council will recall that new legislation requires the municipality to have a Capital Budget approved in the year prior to the reference year. This means we need to have a capital budget approved in 2025 for the 2026 year. This doesn't really fit with the typical municipal budget cycle for smaller communities, but recall that we can always amend the budget if needed later on.

Also, SVNP has the advantage of having a well-developed Capital Plan as part of its MCP. In light of this, we are able to simply reference that Plan from the current year's MCP and adopt that as the succeeding year's capital plan without much issue.

Council will be reviewing the MCP Capital Projects earlier in the agenda, and so we are simply seeking approval of that capital plan table, specifically the 2026 column, to serve as the required capital budget at this time.

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

Council will note the capital projects listed include:

- Dust Control (\$15,360)
- Shop Lot Yard Work (\$3,584)
- Boat Launch Rehab Work (\$1,536)
- Traffic Signs (\$8,192)
- MR #5 Swale Rehab (\$2,500)
- Repayment of the Weed Harvester Loan (\$27,236)

There may be other projects of note that we discuss, and can add or amend as may be needed to fit that earlier discussion. These projects will all be funded through LGFF and CCBF Grant Funds.

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

As noted above, with funding coming from grant funds.

### **RECOMMENDED ACTION:**

1. That Council approve the 2026 Preliminary Capital Budget based on the 2025 Municipal Corporate Plan Capital 2026 Spending Plan, as presented (or with amendments, \_\_\_\_).

<b>Initials show support</b> – Reviewed By: <b>CAO: <i>W. Wildman</i></b>
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**Summer Village of Nakamun Park  
Request For Decision - (RFD) 2025-62**

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>November 18<sup>th</sup>, 2025</b>
<b>Originated By:</b>	<b>Wendy Wildman, Chief Administrative Officer</b>
<b>Title:</b>	<b>CAO Evaluations 2025</b>
<b>Agenda Item Number:</b>	<b>6(f) – Regular Business</b>

**BACKGROUND/PROPOSAL:**

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

A copy of the new evaluation form, accommodating the new sections of the Municipal Government Act [208.1(1) and 208(1)(d)], to be used is attached for reference. A copy of pages 135-139 of the MGA (sections related to CAO) is also included for quick reference.

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

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

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

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

N/A

**RECOMMENDED ACTION:**

1. That Council receives the CAO performance evaluation template as presented and establishes \_\_\_\_\_, \_\_\_\_\_, 2025 as a deadline for councillors to complete their comments and provide same to Mayor Pederson to compile and review with the CAO.

<b>Initials show support – Reviewed By:</b>	<b>CAO: <i>W. Wildman</i></b>
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Chief Administrative Officer (CAO) – Summer Village of Nakamun Park

Annual Performance Appraisal

Name Dwight Moskalyk, agent of Wildwillow Enterprises Inc.  
and Wendy Wildman, agent of Wildwillow Enterprises Inc.

Period Covered January 1, 2025 – December 31, 2025 [ ✓ ]

**Chief administrative officer’s responsibilities**

207 The chief administrative officer

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

1994 cM-26.1 s207

**Performance of major administrative duties**

208(1) The chief administrative officer must ensure that

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

Duties	Met	Did Not Meet	Notes
f) Council is advised in writing of its legislative responsibilities.			
g) Provide information requested by a councillor (Section 153(d) as soon as practicable, [unless it may be refused under 208.1(2), being sure to state why refusing] and then further provide said information to the rest of the council within 72 hours of providing information to the requesting councillor.			
h) The corporate seal, if any, is kept in the custody of the chief administrative officer;			
i) The revenues of the municipality are collected and controlled and receipts are issued in a manner directed by council;			
h) All money belonging or held by the municipality is deposited in a bank, credit union, loan corporation, treasury branch or trust corporation designated by council;			
i) The accounts for authorized expenditures referred to in section 248 are paid;			
j) accurate records and accounts are kept of the financial affairs of the municipality, including the things on which a municipality's debt limit is based and the things included in the definition of debt for that municipality;			
k) the actual revenues and expenditures of the municipality compared with the estimates in the operating or capital budget approved by council are reported as council directs;			
l) money invested in the municipality is invested in accordance with section 250;			
m) assessments, assessment rolls and tax rolls for the purposes of Parts 9 and 10 are prepared;			
n) Public Auctions held to recover taxes are carried out in accordance with part 10			
o)The council is advised in writing of its legislative responsibilities under this Act			

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

### Key Responsibility Areas

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

Demonstrates tact and discretion in preparing, disclosing and handling information of a confidential and sensitive nature.	
<b>Other</b>	

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

<b>Indicate CAO Strengths</b>

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

**Performance Objectives for Next Appraisal Period**

**Contractual Requirements**

**Comments**

Signed by \_\_\_\_\_ & \_\_\_\_\_

\_\_\_\_\_ (name/title)                      Dwight Moskalyk, CAO

& \_\_\_\_\_

Wendy Wildman, CAO

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

**Performance of major administrative duties**

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

- (a) minutes of each council meeting
  - (i) are recorded in the English language,
  - (ii) include the names of the councillors present at the council meeting,
  - (iii) are given to council for adoption at a subsequent council meeting, and
  - (iv) are recorded in the manner and to the extent required under section 216.4(6) when a public hearing is held;
- (b) all bylaws, minutes of council meetings and other records and documents of the municipality are kept safe;
- (c) the Minister is sent a list of all the councillors and any other information the Minister requires within 5 days after the term of the councillors begins;
- (d) the council is advised in writing of its legislative responsibilities under this Act.

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

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

**Duty to provide information to councillor**

**208.1(1)** Subject to subsection (2) and the regulations, if any, where a councillor requests information referred to in section 153(d) from the chief administrative officer or a person designated by the chief administrative officer, the chief administrative officer or a person designated by the chief administrative officer must provide the information as soon as is practicable.

(2) Where the requested information is personal or confidential information, the chief administrative officer or a person designated

by the chief administrative officer may refuse to provide the information after considering the following factors:

- (a) whether the information is required by the councillor to perform the councillor's duties under this Act;
  - (b) whether a public body would be authorized or required to disclose the information if it were contained in a record requested under section 7(1) of the *Freedom of Information and Protection of Privacy Act*;
  - (c) if the information is personal information, whether the use or disclosure of the information is authorized by the *Freedom of Information and Protection of Privacy Act*;
  - (d) any other relevant factor;
  - (e) any additional factors set out in the regulations.
- (3) Where the chief administrative officer or a person designated by the chief administrative officer provides information referred to in section 153(d) to a councillor, the chief administrative officer or a person designated by the chief administrative officer must provide the information to all other councillors within 72 hours of the information being provided to the councillor.
- (4) The chief administrative officer or a person designated by the chief administrative officer must provide reasons to all councillors for refusing to provide the information requested under subsection (1).
- (5) The Minister may make regulations respecting
- (a) procedures for the provision of information referred to in section 153(d) to a councillor under this section;
  - (b) additional factors for the purposes of subsection (2)(e).

2025 c13 s2(11)

#### **Delegation by chief administrative officer**

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

RSA 2000 cM-26 s209;2015 c8 s23

#### **Designated officers**

**210(1)** A council may

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

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

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

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

- (a) no position of designated officer has been established by council,
- (b) the position of designated officer is vacant, or
- (c) this or any other enactment or bylaw refers to a designated officer and the power, duty, function or other thing relating to the designated officer has not been assigned to any designated officer by council.

RSA 2000 cM-26 s210;2022 c16 s9(44)

#### Revocation

**211(1)** A municipality may revoke with or without cause the appointment of a person to the position of a designated officer.

(2) A designated officer whose appointment is revoked without cause is, subject to any written agreement between the municipality and the officer, entitled to reasonable notice or to compensation instead of reasonable notice.

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

1994 cM-26.1 s211;1995 c24 s25

#### Delegation by designated officer

**212** A designated officer may delegate any of the officer's powers, duties or functions under this or any other enactment or bylaw to an employee of the municipality.

1994 cM-26.1 s212

**Fidelity bond**

**212.1(1)** Starting with the 1998 financial year, the council of each municipality must annually obtain a fidelity bond, or equivalent insurance, in an amount the council considers appropriate.

(2) The fidelity bond or equivalent insurance must cover

- (a) the chief administrative officer of the municipality,
- (b) the designated officers of the municipality, and
- (c) other employees of the municipality

while carrying out duties relating to any money or security belonging to or held by the municipality.

1997 c19 s3

**Signing or authorization of municipal documents**

**213(1)** Minutes of council meetings, and minutes of council committee meetings dealing with a power, duty or function delegated by council to the council committee, must be signed by

- (a) the person presiding at the meeting, and
- (b) a designated officer.

(2) Repealed 2022 c16 s9(45).

(3) Bylaws must be signed by

- (a) the chief elected official, and
- (b) a designated officer.

(4) Agreements and cheques and other negotiable instruments must be signed or authorized

- (a) by the chief elected official or by another person authorized by council to sign them, and
- (b) by a designated officer,

or by a designated officer acting alone if so authorized by council.

(5) A signature may be reproduced by any method if so authorized by council.

RSA 2000 cM-26 s213;2022 c16 s9(45)

**Destruction of records**

**214(1)** A council may authorize the destruction of the original bylaws and minutes of council meetings if the originals have been recorded by a method that will enable copies of the originals to be made.

(2) A council may pass a bylaw respecting the destruction of other records and documents of the municipality.

(3) A bylaw under subsection (2) must provide that if an individual's personal information will be used by the municipality to make a decision that directly affects the individual, the municipality must retain the personal information for at least one year after using it so that the individual has a reasonable opportunity to obtain access to it.

RSA 2000 cM-26 s214;2022 c16 s9(46)

**Prohibition of certain agreements with employees**

**215(1)** An agreement made on or after January 1, 1995 between a municipality and an employee of a municipality in which the municipality is to provide a service or commodity to the employee is void.

(2) This section does not apply to an agreement

- (a) in which the municipality provides a service or commodity that the municipality supplies to the public generally, or
- (b) respecting the employee's employment.

1994 cM-26.1 s215

Date	Ref	Description	Amount
Oct 21, 25	1046	SVREMP	3,900.00

Nakamun Park - chq Listing

October 2025

Date	Ref	Description	Amount
Oct 01,25		TAX FILING FEE	4.00
Oct 08,25		E-TRANSFER- STANDSTONE WASTE	183.82
Oct 08,25		EFT- LAC STE. ANNE COUNTY	763.86
Oct 08,25		ON-LINE- UFA	597.44
Oct 08,25		E-TRANSFER- PATRIOT LAW	584.25
Oct 08,25		E-TRANSFER- TONY SONNLEITNER	4,536.38
Oct 10,25		RECEIVER GENERAL- SEP 2025	945.92
Oct 14,25		LARRY TARNOWSKI-OCT ADVANCE	1,500.00
Oct 14,25		E-TRANSFER- MUNICIPAL ASSESSME	1,564.50
Oct 14,25		E-TRANSFER- PCARD MCRD	27.29
Oct 14,25		E-TRANSFER- FIRE RESCUE INTERN	1,963.11
Oct 24,25		DIRECT DEBIT- SANG	51.05
Oct 28,25		DIRECT DEBIT- AMSC ENERGY	1,402.53
Oct 31,25		EFT- BOB CHARTER	3,082.07
Oct 31,25		E-TRANSFER- K & M PEDERSON	1,983.94
Oct 31,25		LARRY TARNOWSKI- OCT PAYROLL	3,227.70
Oct 31,25		BANK FEES	44.20
Oct 31,25		E-TRANSFER- WILDWILLOW ENTERPR	6,675.76

Nakamun Park - On-line payment listing  
October 2025

Description	2025 BUDGET	2025 ACTUAL	VARIANCE
INCOME STATEMENT -NAKAMUN	(1)	(2)	(3)
--- Begin	Jan 01,25	Jan 01,25	Jan 01,25
Period 1: -  End	Dec 31,25	Oct 31,25	Dec 31,25
--- Type	B	A	B
(less)  --- Begin	000 00,00	000 00,00	Jan 01,25
Period 2: -  End	000 00,00	000 00,00	Oct 31,25
--- Type			A
Ratios: % of Account			
Graphs: # of Columns,Scale	0 0	0 0	0 0

Description	2025 BUDGET	2025 ACTUAL	VARIANCE
REVENUE			
RESIDENTIAL TAXES-(MUNICIPAL)	191,782.55	192,331.03	548.48-
RESIDENTIAL TAXES-(SCHOOL)	121,653.49	122,089.58	436.09-
VACANT RES. TAXES-(MUNICIPAL)	8,396.57	8,396.62	0.05-
VACANT RES. TAXES-(SCHOOL)	3,432.51	3,432.52	0.01-
LINEAR-(MUNICIPAL)	3,325.90	3,325.90	0.00
LINEAR-(SCHOOL)	637.00	637.00	0.00
LINEAR-(DIP)	11.80	11.80	0.00
PROTECTIVE SERV LEVY(\$123.17)	21,431.00	21,554.75	123.75-
SENIOR FOUNDATION	11,142.10	11,180.83	38.73-
MINIMUM TAX CHARGE (\$930.00)	30,339.98	30,404.36	64.38-
PROJECT LEVY	0.00	0.00	0.00
TOTAL TAXES	392,152.90	393,364.39	1,211.49-
PENALTIES & COSTS ON TAXES	0.00	7,789.13	7,789.13-
INVESTMENT INCOME (INTEREST)	0.00	5,176.85	5,176.85-
GRANT OPERATING (LGFF-O)	15,430.00	15,430.00	0.00
GRANT OPERATING (CSJ\STEP)	2,100.00	4,200.00	2,100.00-
GRANT OPERATING (RETAIN FCSS)	1,500.00	0.00	1,500.00
GRANT CAPITAL (CCBF)	22,400.00	0.00	22,400.00
GRANT CAPITAL (LGFF)	35,261.00	25,261.00	10,000.00
GRANT CAPITAL	0.00	0.00	0.00
GRANT CAPITAL	0.00	0.00	0.00
MISC.INCOME (TAX SALE 5%)	0.00	6,174.13	6,174.13-
OPER PROJ FUNDING (RES)	8,058.00	0.00	8,058.00
CAPITAL PROJ FUNDING (RES)	6,000.00	0.00	6,000.00
SPECIAL PROJ FUNDING (RES)	5,639.00	0.00	5,639.00
ADMIN			
SALES OF GOODS & SERVICES	0.00	20.00	20.00-
N.S.F. FEES	0.00	0.00	0.00
TAX CERTIFICATES\SEARCHES	0.00	725.00	725.00-
GARBAGE TOKEN REVENUE	0.00	110.25	110.25-
AMSC LOYALTY	50.00	0.00	50.00
ELECTIONS TR.FR.RES	0.00	0.00	0.00
TRANS FROM RESERVE	0.00	0.00	0.00
PLANNING & DEVELOPMENT			

Description	2025 BUDGET	2025 ACTUAL	VARIANCE
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Description	2025 BUDGET	2025 ACTUAL	VARIANCE
SUPERIOR SAFETY CODES	0.00	246.85	246.85-
DEVELOPMENT PERMITS	1,000.00	1,300.00	300.00-
SDAB\ASSESSMENT APPEAL	0.00	0.00	0.00
TR.FR.RES\DEF.REV	0.00	0.00	0.00
EMERGENCY SERVICES			
FIRE INCIDENT RECOVERY	0.00	0.00	0.00
ROADS			
CONDITIONAL GRANTS	0.00	0.00	0.00
GRANTS FROM LOCAL AGENCIES	0.00	0.00	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00	0.00	0.00
SEWER\WATER\DRAINAGE			
CONDITIONAL GRANTS	0.00	0.00	0.00
TRANSFER FROM RESERVE	0.00	0.00	0.00
PARKS & RECREATION			
PROV GRANT(FCSS)	2,532.00	2,560.25	28.25-
GRANT\DONATION - 50TH ANNIV	0.00	0.00	0.00
GRANT\DONATION - FORTIS	0.00	2,500.00	2,500.00-
LIBRARY\TR.FR.RES	0.00	0.00	0.00
TR.FR.RES\DEF.REV(FCSS\50TH)	0.00	0.00	0.00
TOTAL REVENUE	492,122.90	464,857.85	27,265.05
REQUISITIONS			
SCHOOL	125,723.00	94,292.31	31,430.69
SENIOR FOUNDATION	11,142.10	11,125.38	16.72
UNDER\OVER UTILIZED LEVY	0.00	0.00	0.00
DIP REQUISITION	11.80	0.00	11.80
UNDER\OVER DIP LEVY	0.00	0.00	0.00
TOTAL REQUISITIONS	136,876.90	105,417.69	31,459.21
NET REVENUE FOR MUN PURPOSES	355,246.00	359,440.16	4,194.16-

Description	2025 BUDGET	2025 ACTUAL	VARIANCE
EXPENSE STATEMENT- NAKAMUN	(1)	(2)	(3)
--- Begin	Jan 01,25	Jan 01,25	Jan 01,25
Period 1: - --- End	Dec 31,25	Oct 31,25	Dec 31,25
--- Type	B	A	B
(less)  --- Begin	000 00,00	000 00,00	Jan 01,25
Period 2: - --- End	000 00,00	000 00,00	Oct 31,25
--- Type			A
Ratios: % of Account			
Graphs: # of Columns,Scale	0 0	0 0	0 0

Description	2025 BUDGET	2025 ACTUAL	VARIANCE
COUNCIL			
HONORARIUMS	5,400.00	3,650.00	1,750.00
BOARD\COMMITTEE\SVLSACE\REG	2,400.00	2,400.00	0.00
EDUCATION & DEV. ALLOWANCE	900.00	0.00	900.00
TRAVEL\SUBSISTENCE	1,996.00	2,120.68	124.68-
ASVA CONFERENCE	3,780.00	1,006.61	2,773.39
ABMUNIS CONFERENCE	0.00	0.00	0.00
ABMUNIS LEADERSHIP CAUCUS	0.00	0.00	0.00
OTHER CONFERENCE\CONVENTION	1,448.00	0.00	1,448.00
PUBLIC ENGAGEMENT\SURVEYS	0.00	0.00	0.00
INTEGRITY COMMISSIONER SERV	1,114.00	500.00	614.00
TOTAL	17,038.00	9,677.29	7,360.71

ADMIN & STAFF			
ADMIN SERVICES CONTRACT	57,847.00	48,753.87	9,093.13
CAO SERVICES-DES.OFF.	0.00	0.00	0.00
CFO SERVICES-DES.OFF.	0.00	0.00	0.00
RECORDING SERVICES-DES.OFF.	0.00	0.00	0.00
GRANT MGMT SERVICES-CORE	0.00	0.00	0.00
CORPORATE PLANNING SERVICES	0.00	0.00	0.00
RECEPTION & RECORDS MGMT	0.00	0.00	0.00
MAP REVIEW\COMPLIANCE MGMT	0.00	0.00	0.00
WEBSITE MAINT & UPKEEP	250.00	202.18	47.82
STAFF DEVELOPMENT\TRAINING	0.00	249.08	249.08-
STAFF BENEFITS(WCB & INSUR)	0.00	0.00	0.00
CONFERENCES & CONVENTIONS	0.00	0.00	0.00
TRAVEL & SUBSITENCE	1,500.00	1,240.96	259.04
OFFICE RENT\COMM\EQUIP\INCI	3,994.00	3,997.89	3.89-
ADMIN SUPPORT- SCOPE CHANGE	1,446.00	658.75	787.25
TOTAL	65,037.00	55,102.73	9,934.27

ADMIN CORPORATE SERVICES			
COPY\POSTAGE\STNARY\ADVERTI	2,931.00	2,773.24	157.76
OFFICE EQUIP\CAPITAL PURCH	500.00	1,158.83	658.83-
WEBSITE,E-COMM,DIG.LIC,HOST	1,700.00	1,601.93	98.07
MEMBERSHIPS (ASVA,ABMUNI,SV)	2,486.00	2,920.01	434.01-

Description	2025 BUDGET	2025 ACTUAL	VARIANCE
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Description	2025 BUDGET	2025 ACTUAL	VARIANCE
FINANCIAL SOFTWARE (NV'S)	0.00	0.00	0.00
AUDITOR SERVICES	4,050.00	4,150.00	100.00-
ASSESSMENT-MASG (DES.OFF.)	5,960.00	6,919.85	959.85-
ASSESSMENT APPEAL (CRASC)	960.00	0.00	960.00
LEGAL COUNSEL (GEN\BYLAW)	1,028.00	1,209.83	181.83-
INSURANCE	8,375.00	8,369.00	6.00
WCB (MUNICIPAL)	1,834.00	1,392.97	441.03
PAYROLL & EMPLOYEE REMIT	1,100.00	1,093.50	6.50
BENEFITS (MUNICIPAL)	0.00	0.00	0.00
FINANCIAL INST\BANK FEES	700.00	250.75	449.25
TAX REBATES & CANCELLATIONS	0.00	0.00	0.00
TOTAL	31,624.00	31,839.91	215.91-
PROTECTIVE & EMERGENCY SERVICE			
CPO & BYLAW ENF (SERVICE)	6,111.00	3,819.30	2,291.70
CPO & BYLAW ENF (MILEAGE)	611.00	0.00	611.00
CPO & BYLAW ENF (OTHER)	0.00	0.00	0.00
PROVINCIAL POLICE REQ (GOA)	7,360.00	7,503.00	143.00-
EMERGENCY MGMT REG (SVREMP)	3,900.00	3,900.00	0.00
EMERGENCY MGMT LOCAL DEM'S	1,200.00	1,365.45	165.45-
EMERGENCY MGMT COURSE\TRAIN	900.00	0.00	900.00
EMERGENCY MGMT SUPPLY\KITS	0.00	0.00	0.00
FIRE & PROTECTION (BASE)	17,899.00	17,722.80	176.20
FIRE & PROTECTION (OPER)	3,532.00	612.79	2,919.21
FIRE & PROTECTION (OTHER)	0.00	382.50	382.50-
PHYSICIAN RECRUITMENT (LSA)	0.00	0.00	0.00
TOTAL	41,513.00	35,305.84	6,207.16
PUBLIC WORKS			
PW FOREPERSON	30,000.00	33,919.17	3,919.17-
PW HIRED & CASUAL LABOUR	2,800.00	0.00	2,800.00
PW SUMMER STUDENT (CSJ)	4,760.00	10,795.70	6,035.70-
PW TRAINING & DEVELOPMENT	0.00	0.00	0.00
PW EXPENSES & COMMUNICATION	450.00	0.00	450.00
PW TRAVEL & SUBSITANCE	0.00	0.00	0.00
SHOP COMMUNICATIONS	0.00	0.00	0.00
SHOP UTILITIES (SANG\EPCOR)	14,950.00	13,460.49	1,489.51
SHOP FACILITY MAINTENANCE	500.00	0.00	500.00
SHOP FACILITY REPAIR\MAJOR	0.00	0.00	0.00
SHOP SUPPLIES	2,500.00	4,446.45	1,946.45-
SHOP SAFETY\PPE	175.00	0.00	175.00
ROAD GRADING & MAINTENANCE	2,000.00	0.00	2,000.00
ROAD SNOW PLOW\REMOVAL\SAND	2,000.00	0.00	2,000.00
ROAD GRAVEL & AGGREGATE	1,000.00	492.08	507.92
ROAD SIGN,SPEED BUMP,SAFETY	500.00	2,337.03	1,837.03-
DRAINAGE CULVERT MATERIAL	0.00	0.00	0.00
PARKS\COMMON SP-TREE REMOVE	0.00	0.00	0.00
PARKS\COMMON SP-VEG MGMT	0.00	0.00	0.00
Description	2025 BUDGET	2025 ACTUAL	VARIANCE

Description	2025 BUDGET	2025 ACTUAL	VARIANCE
PARKS\COMMON SP-CLEANUP COM	1,500.00	0.00	1,500.00
PARKS\COMMON SP-WEED INS\AB	550.00	0.00	550.00
PARKS\COMMON SP-GEN SUPPLY	250.00	0.00	250.00
PARKS\COMMON SP-BOAT LAUNCH	0.00	0.00	0.00
PARKS\COMMON SP-FUEL	5,250.00	3,147.04	2,102.96
TOTAL	69,185.00	68,597.96	587.04
EQUIPMENT & MACHINES			
GRADER MAINTENANCE	1,500.00	0.00	1,500.00
GRADER REPAIR	750.00	0.00	750.00
SKID STEER MAINTENANCE	850.00	0.00	850.00
SKID STEER REPAIR	500.00	0.00	500.00
TRUCK MAINTENANCE	250.00	0.00	250.00
TRUCK REPAIR	250.00	0.00	250.00
MOWER MAINTENANCE	500.00	0.00	500.00
MOWER REPAIR	250.00	0.00	250.00
WEED HARVESTER MAINTENANCE	250.00	0.00	250.00
WEED HARVESTER REPAIR	150.00	0.00	150.00
ANNUAL FLEET INSPECT REPORT	1,200.00	0.00	1,200.00
OTHER EQUIP\MACHIN MAINT.	645.00	466.58	178.42
TOTAL	7,095.00	466.58	6,628.42
CIVIL UTILITIES & SERVICES			
WATER-WILD ADMIN & GOV	473.00	472.77	0.23
WATER-WILD PH 1 CAP(2039)	1,339.00	669.71	669.29
WATER-WILD PH 2 CAP(PAID)	0.00	0.00	0.00
WATER-WILD PH 3 CAP(PAID)	0.00	0.00	0.00
WATER-WILD PH 4 CAP(PAID)	0.00	0.00	0.00
WATER-WILD PH 5 CAP(2026)	0.00	0.00	0.00
WATER-DISTRIBUTION (N\A)	0.00	0.00	0.00
WASTEWATER-REG ADMIN & GOV	0.00	0.00	0.00
WASTEWATER-REG SYS CAPITAL	0.00	0.00	0.00
WASTEWATER-LOCAL COLLECTION	0.00	0.00	0.00
SOLID WASTE- CONTRACT(MUNI)	500.00	0.00	500.00
SOLID WASTE- CONTRACT(COMM)	0.00	0.00	0.00
SOLID WASTE- REG MEMBERSHIP	0.00	0.00	0.00
TOTAL	2,312.00	1,142.48	1,169.52
MUNICIPAL PLAN & DEVELOPMENT			
DEV.OFFICER- CONTRACT	2,468.00	1,800.00	668.00
DEV.OFFICER-MILEAGE\EXPENSE	550.00	0.00	550.00
DEV.OFFICER-PERMIT RETENTIO	1,000.00	1,000.00	0.00
DEVELOPMENT ENFORCEMENT	3,500.00	5,525.70	2,025.70
PLANNING SERVICES- CONTRACT	0.00	0.00	0.00
PLANNING SERVICES- FEES	0.00	0.00	0.00
SDAB AGREEMENT	308.00	300.00	8.00
Description	2025 BUDGET	2025 ACTUAL	VARIANCE

Description	2025 BUDGET	2025 ACTUAL	VARIANCE
SDAB APPEAL HEARING FEES	0.00	0.00	0.00
SAFETY CODES QMP	1,028.00	500.00	528.00
LEGAL\CONSULTING FEES	0.00	0.00	0.00
TOTAL	8,854.00	9,125.70	271.70-
COMMUNITY\REGIONAL INITIATIVES			
EAST END BUS	375.00	375.00	0.00
LIBRARY - YRL	371.00	370.50	0.50
MILESTONE ANNIVERSARY	0.00	0.00	0.00
REC EVENTS--CANADA\AIM\MUSIC	800.00	1,657.20	857.20-
REC EVENTS--OTHER	0.00	0.00	0.00
FCSS GRANT- PROVINCIAL CONT	2,532.00	1,420.03	1,111.97
FCSS GRANT- MUNICIPAL CONT	633.00	595.52	37.48
COMMUNITY DONATIONS	250.00	0.00	250.00
TOTAL	4,961.00	4,418.25	542.75
ELECTION \ CENSUS			
ELECTION SERV-SALARY\CONTR	5,500.00	1,915.50	3,584.50
ADVERTISING	1,500.00	0.00	1,500.00
GOODS & SUPPLIES	450.00	450.00	0.00
CANDIDATE-TRAINING\ORIENT	608.00	317.58	290.42
ELECTION-OTHER	0.00	0.00	0.00
TOTAL	8,058.00	2,683.08	5,374.92
LOANS AND LOAN REPAYMENT			
WEED HARV LOAN (INTEREST)	5,639.00	0.00	5,639.00
WEED HARV LOAN (PRINC-LGFF)	25,261.00	0.00	25,261.00
OTHER LOANS (INTEREST)	0.00	0.00	0.00
OTHER LOANS (PRINCIPAL)	0.00	0.00	0.00
TOTAL	30,900.00	0.00	30,900.00
SPECIAL PROJECTS OPERATING			
REGIONAL LIBRARY(OPL)	1,000.00	0.00	1,000.00
LUB #2022-4 REVIEWSURV&DR)	1,500.00	4,732.50	3,232.50-
TRAFFIC\PARKING BYLAW REV	3,500.00	3,632.50	132.50-
PARKING BYLAW REVIEW	0.00	0.00	0.00
FIRE BYLAW REVIEW	0.00	0.00	0.00
KASSIAN WAY	0.00	0.00	0.00
MR REHAB PROJ (2024 - 8&9)	0.00	0.00	0.00
MOORING PLAN DEVELOPMENT	0.00	0.00	0.00
NEIGHBOURHOOD DEVELOP PLAN	0.00	0.00	0.00
OHS COMPL\26ASSET MGMT PLAN	0.00	4,514.22	4,514.22-
TOTAL	6,000.00	12,879.22	6,879.22-
Description	2025 BUDGET	2025 ACTUAL	VARIANCE

Description	2025 BUDGET	2025 ACTUAL	VARIANCE
OPERATING TRANSFER (TO CAPITAL)			
PROJECT COSTS NOT COVERED BY GRANTS OR RESERVES	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00
RESERVE ACCOUNTS			
RESERVES-COUNCIL	2,524.00	0.00	2,524.00
RESERVES-ADMIN	2,900.00	0.00	2,900.00
RESERVES-LEGAL	0.00	0.00	0.00
RESERVES-ELECTION	0.00	0.00	0.00
RESERVES-CPO\BYLAW	1,245.00	0.00	1,245.00
RESERVES-FIRE\FIRE PROTECT	0.00	0.00	0.00
RESERVES-COMMON SERVICES	2,076.00	0.00	2,076.00
RESERVES-WATER\WASTEWATER	1,000.00	0.00	1,000.00
RESERVES-SOLID WASTE	0.00	0.00	0.00
RESERVES-MUNI PLAN\DEVELOPM	1,000.00	0.00	1,000.00
RESERVES-REC & PARKS	500.00	0.00	500.00
RESERVES-EQUIP & MACHINES	1,774.00	0.00	1,774.00
RESERVES-GENERAL AMORT	17,250.00	0.00	17,250.00
TOTAL	30,269.00	0.00	30,269.00
CAPITAL PROJECTS			
ROADS -- NAKA DR WEST (0.9KM)	0.00	0.00	0.00
ROADS -- NAKA DR EAST (0.9KM)	0.00	0.00	0.00
ROADS -- KARPO, HILLCREST, LANE WAY & RR23 (1.0KM)	0.00	0.00	0.00
ROADS -- 4TH, 5TH, 6TH ST (0.8KM)	0.00	0.00	0.00
ROADS -- 1ST, 2ND, 3RD ST (UNDEV)	0.00	0.00	0.00
ROADS -- KASSIAN WAY (0.4KM)	0.00	0.00	0.00
ROADS -- GENERAL (DUST CONTROL)	0.00	0.00	0.00
BRIDGE -- NAKA DRIVE WEST	0.00	0.00	0.00
SHOP -- FOUNDATION	0.00	0.00	0.00
SHOP -- ROOF	0.00	0.00	0.00
SHOP -- STRUCTURE & FRAMING	0.00	0.00	0.00
SHOP -- MECHANICAL & UTILITY	0.00	0.00	0.00
SHOP -- LOT AND YARD	0.00	0.00	0.00
BUILD & STRUCT-SEACAN	0.00	0.00	0.00
BUILD & STRUCT-BASEBALL FENCE	0.00	0.00	0.00
BUILD & STRUCT-BENCHES	0.00	0.00	0.00
BUILD & STRUCT-FLOWER BEDS	0.00	0.00	0.00
BUILD & STRUCT-LITTLE LIBRARY	0.00	0.00	0.00
BOAT LAUNCH\MOORINGS -- REHAB	0.00	0.00	0.00
Description	2025 BUDGET	2025 ACTUAL	VARIANCE

Description	2025 BUDGET	2025 ACTUAL	VARIANCE
SIGNS - TRAFFIC SAFETY	0.00	0.00	0.00
SIGNS - WELCOME, COMM, NOTICE BD	0.00	0.00	0.00
SIGNS - MUNICIPAL ADDRESSING	0.00	0.00	0.00
DRAINAGE - NAKA DRIVE WEST	0.00	0.00	0.00
DRAINAGE - NAKA DRIVE EAST	0.00	0.00	0.00
DRAINAGE - KARPO, HILLCREST, LANEWAY, RR23	0.00	0.00	0.00
DRAINAGE - 1ST, 2ND, 3RD ST (UND)	0.00	0.00	0.00
DRAINAGE - 4TH, 5TH, 6TH ST	0.00	0.00	0.00
GREENSPACES - MR#4004	0.00	0.00	0.00
GREENSPACES - MR#4006	0.00	0.00	0.00
GREENSPACES - MR#4007	0.00	0.00	0.00
GREENSPACES - MR#2	0.00	0.00	0.00
GREENSPACES - MR#3	0.00	0.00	0.00
GREENSPACES - MR#4	0.00	0.00	0.00
GREENSPACES - MR#5	0.00	0.00	0.00
GREENSPACES - MR#6 (TED MCDON)	0.00	0.00	0.00
GREENSPACES - MR#7 (PW SHOP)	0.00	0.00	0.00
GREENSPACES - MR#8	11,200.00	11,446.90	246.90-
GREENSPACES - MR#9	11,200.00	11,446.93	246.93-
TRAILS & PATHS-NATURE (N-LK FR)	0.00	0.00	0.00
TRAILS & PATHS-SOUTH (E-BCK LN)	0.00	0.00	0.00
TRAILS & PATHS-SOUTH (W-SKI TR)	0.00	0.00	0.00
EQUIPMENT-GRADER REHAB\REPL	0.00	0.00	0.00
EQUIPMENT-SKID STR REHAB\REPL	0.00	0.00	0.00
EQUIPMENT-TRUCK REHAB\REPL	0.00	0.00	0.00
EQUIPMENT-MOWER REHAB\REPL	0.00	0.00	0.00
EQUIPMENT-WEED HARV REHAB\REPL	0.00	0.00	0.00
EQUIPMENT-TRAILER REHAB\REPL	0.00	0.00	0.00
EQUIPMENT-SHOP EQUIP REHAB\REP	0.00	0.00	0.00
WATER SYSTEM CAPITAL	0.00	0.00	0.00
WASTEWATER SYSTEM CAPITAL	0.00	0.00	0.00
OTHER CIVIL UTILITY CAPITAL	0.00	0.00	0.00
LSAC CAPITAL CONTRIBUTE (LGFF)	10,000.00	0.00	10,000.00
TOTAL	32,400.00	22,893.83	9,506.17
TOTAL EXPENSES	355,246.00	254,132.87	101,113.13

S.V. of Nakamun Park  
Bank Reconciliation Summary  
As at October 31, 2025

Statement Balance:	\$	278,721.21
Plus Deposits in Transit:		-
Less Outstanding Cheques:		(7,127.70)
Plus/Less Miscellaneous Items:		-
= Balance per G/L:		271,593.51
Actual G/L Balance:		271,593.51
Difference:		-



Loan Balance: \$ 101,594.84

Accrued Interest - \$4,738.77

Date	Ref	Description	Amount	Balance
Name	A121B		Reconcile R	
Description	CASH - ATB		Date	Oct 31,25
Normal Bal	D		Balance	278,721.21
Next Ref#	0		Closing Bal	267,378.62
# of Items	7		Opening Bal	278,721.21
Date	Ref	Description	Amount	Balance
Oct 21,25	1046	SVREMP	3,900.00-	274,821.21
Oct 31,25		LARRY TARNOWSKI- OCT PAYROLL	3,227.70-	271,593.51

Date	Ref	Description	Amount	Balance
Name	A121D		Reconcile R	
Description	CASH - ATB TAX SALE 4008		Date	Oct 31,25
Normal Bal	D		Balance	75,696.32
Next Ref#	0		Closing Bal	75,696.32
# of Items	0		Opening Bal	75,696.32

Date	Ref	Description	Amount	Balance
Name	L273		Reconcile R	
Description	LOAN ACCOUNT (4900)(125K)		Date	Oct 31,25
Normal Bal	C		Balance	101,594.84
Next Ref#	0		Closing Bal	101,594.84

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Summer Village of Nakamun Park  
FO Box 1250  
Onoway AB T0E 1V0

### Your ATB Financial Branch

08989 Onoway Branch  
4910 50 St  
Onoway AB  
T0E 1V0

If you have any questions, contact us at  
1 800 332-8383 or visit us at  
[www.atb.com](http://www.atb.com)

## A summary of your accounts on Oct 31, 2025

Deposits	Value on Oct 31, 2025
	CAD
Business Public Sector [REDACTED]	278,721.21
Business Public Sector Savings [REDACTED]	75,696.32
<b>Total Deposits</b>	<b>\$354,417.53</b>
Loans	Value on Oct 31, 2025
	CAD
Independent Business Loan - Revolving [REDACTED] Credit limit \$150,000.00	0.00
Business Term Loan [REDACTED]	101,594.84
<b>Total Loans</b>	<b>\$101,594.84</b>

All loan balances, with the exception of mortgage loans, do NOT include accrued interest. The above should not be relied upon for repayment purposes. Please contact your branch for a payout statement.

Find an error? Give us a call or drop by a branch. We'll take care of it.

*Keep your credentials private. Never share your banking login details, passwords, or 2FA code with anyone. ATB will never ask you for these.*



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## A summary of Deposit Account Business Public Sector Account

		Transit #
Your balance forward on Sep 30, 2025		\$285,593.54
Debits to your account (19 items)	-	\$28,865.40
Credits to your account (9 items)	+	\$21,993.07
<b>Your closing balance on Oct 31, 2025</b>	<b>=</b>	<b>\$278,721.21</b>

### Details of your account transactions

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
<b>Sep 30</b>	<b>Balance forward</b>			<b>\$285,593.54</b>
Oct 1	EFT Sent 000844433355	\$2,955.28		282,638.26
Oct 1	Direct Debit ATB Govt Tax Filing MONTHLY FEE	\$4.00		282,634.26
Oct 2	EFT Settlement 000844108960 A01QA		\$9,300.96	291,935.22
Oct 6	Transfer Transfer From *****5978		\$300.00	292,235.22
Oct 6	INTERAC e-Transfer Received - Autodeposit		\$315.00	292,550.22
Oct 7	Direct Deposit Misc. Payments Government of A		\$640.06	293,190.28
Oct 8	INTERAC e-Transfer Sent-Autodep	\$183.82		293,006.46
Oct 8	EFT Sent 000848448052	\$763.86		292,242.60
Oct 8	Bill Payment UNITED FARMERS OF ALBERTA	\$597.44		291,645.16
Oct 8	INTERAC e-Transfer Sent-Autodep	\$4,536.38		287,108.78
Oct 8	INTERAC e-Transfer Sent	\$584.25		286,524.53
Oct 10	Direct Debit ATB Govt Tax Filing EMPTX 8131212	\$945.92		285,578.61
Oct 14	EFT Sent 000851948631	\$1,500.00		284,078.61
Oct 14	INTERAC e-Transfer Sent-Autodep	\$1,564.50		282,514.11
Oct 14	INTERAC e-Transfer Sent-Autodep	\$27.29		282,486.82
Oct 14	INTERAC e-Transfer Sent-Autodep	\$1,963.11		280,523.71
Oct 22	INTERAC e-Transfer Received - Autodeposit		\$315.00	280,838.71
Oct 24	Direct Debit Bill Payment STE ANN GAS	\$51.05		280,787.66
Oct 27	Deposit Cheque		\$50.00	280,837.66
Oct 28	Direct Debit Misc. Payments AUMA/AMSC	\$1,402.53		279,435.13

### Details of your account transactions (continued)

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
Oct 30	Deposit Cheque		\$1,100.00	280,535.13
Oct 31	EFT Settlement 000861212168 A01QA		\$9,300.96	289,836.09
Oct 31	INTERAC e-Transfer Sent-Autodep	\$6,675.76		283,160.33
Oct 31	INTERAC e-Transfer Sent-Autodep	\$1,983.94		281,176.39
Oct 31	EFT Sent 000862303695	\$3,082.07		278,094.32
Oct 31	Interest Payment		\$671.09	278,765.41
Oct 31	Fee Service - Sundry	\$34.20		278,731.21
Oct 31	Fee Service	\$10.00		278,721.21
Oct 31	<b>Closing balance</b>			<b>\$278,721.21</b>

### A summary of Deposit Account Business Public Sector Savings

		Transit # [REDACTED]
Your balance forward on Sep 30, 2025		\$75,811.25
Debits to your account (1 item)	-	\$300.00
Credits to your account (1 item)	+	\$185.07
<b>Your closing balance on Oct 31, 2025</b>	<b>=</b>	<b>\$75,696.32</b>

### Details of your account transactions

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
Sep 30	<b>Balance forward</b>			<b>\$75,811.25</b>
Oct 6	Transfer Transfer To *****0300	\$300.00		75,511.25
Oct 31	Interest Payment		\$185.07	75,696.32
Oct 31	<b>Closing balance</b>			<b>\$75,696.32</b>

Keep your credentials private. Never share your banking login details, passwords, or 2FA code with anyone. ATB will never ask you for these.

## A summary of Loan Account Independent Business Loan - Revolving - [REDACTED] Transit #06989-219

Interest rate 5.45000%

### Details of Loan Account [REDACTED] transactions

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
Sep 30	Balance forward			0.00
Sep 30	ACCRUED INTEREST BALANCE FORWARD \$0.00			
Oct 31,	ACCRUED INTEREST CLOSING BALANCE \$0.00			
Oct 31,	Closing balance			0.00
	INTEREST PAID YEAR TO DATE	0.00		

### Line of Credit (LOC)

LOC Limit	Interest Rate (%)
<b>Beginning of statement period</b>	
From \$0.00 to \$999,999,999.00	5.70000
<b>End of statement period</b>	
From \$0.00 to \$999,999,999.00	5.45000

### Minimum Payment

Amount of Accrued Interest Outstanding as of NOV 30, 2025 If your payment has already been made, thank you.

Please note: Your minimum payment due amount does not reflect payments that were already in arrears on the date of this statement. If your account is in arrears, you will be notified by ATB Financial separately.

Please note: If you dispute your liability for any transaction or ATB

Financial's record of your use of the services, you may instruct ATB Financial to investigate the problem. ATB Financial will explain the dispute investigation procedure on your request.

### A summary of Loan Account

Business Term Loan - [REDACTED] Transit # [REDACTED]

Opening interest rate 5.00000%

Closing interest rate 4.75000%

### Details of Loan Account [REDACTED] transactions

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
Sep 30	Balance forward			101,594.84
Sep 30	ACCRUED INTEREST BALANCE FORWARD \$4,308.04			
Oct 31,	ACCRUED INTEREST CLOSING BALANCE \$4,738.77			
Oct 31,	Closing balance			101,594.84
	INTEREST PAID YEAR TO DATE	0.00		

Please note: Your minimum payment due amount does not reflect payments that were already in arrears on the date of this statement. If your account is in arrears, you will be notified by ATB Financial separately.

Keep your credentials private. Never share your banking login details, passwords, or 2FA code with anyone. ATB will never ask you for these.

# ATB Financial™

SAVING | BORROWING | INVESTING | KNOW-HOW

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**Summer Village of Sandy Beach  
Council Organizational Chart**

Updated October 15, 2025

	Rep	
	Alternate	

<b>Name</b>	David Noyes	Deborah Mayer	Nicolas Pelechtytik
<b>Position</b>	Mayor	Deputy Mayor	Councillor
<b>Email</b>	<a href="mailto:dave.noyes@sandybeach.ca">dave.noyes@sandybeach.ca</a>	<a href="mailto:deb.mayer@sandybeach.ca">deb.mayer@sandybeach.ca</a>	<a href="mailto:nick.pelechtytik@sandybeach.ca">nick.pelechtytik@sandybeach.ca</a>
<b>Phone</b>	780-975-0156	780-218-7280	780-807-0398

Darwell Wastewater Commission			
Family and Community Support Services (Sun & Sand Community League)			
Highway 43 East Waste Commission			
Ste. Anne Summer Villages Regional Emergency Management			
Subdivision and Development Appeal Board			
Summer Village of Sandy Beach and Summer Village of Sunrise Beach Lagoon Committee			
Summer Villages of Lac Ste. Anne County East (one vote)			
West Inter Lake District Regional Water Services Commission			
Yellowhead Regional Library			
Director or Emergency Management Brian Brady (DEM)	Phone (780) 915-6539 Email: babrady54@gmail.com		
Deputy Director or Emergency Management Louise Kormos (DDEM)	Phone (587) 588-9012 Email: cao@sandybeach.ca		
<b>ADMINISTRATIVE CONTACTS:</b> Chief Administrative Officer - Louise Kormos Email: <a href="mailto:cao@sandybeach.ca">cao@sandybeach.ca</a> Phone (780) 967 - 2873 Cell (587) 588 - 9012  <b>Summer Village of Sandy Beach</b> RR 1 Site 1 Comp 63 Onoway, AB T0E 1V0			



# Alberta Beach

Box 278 • Alberta Beach • Alberta • T0E 0A0  
Telephone: 780-924-3181 • Fax: 780-924-3313

October 23, 2025

Lac Ste. Anne County  
Town of Onoway  
Town of Mayerthorpe  
Summer Villages of Birch Cove, Castle Island, Nakamun Park, Ross Haven, Sandy Beach, Silver Sands,  
South View, Sunrise Beach, Sunset Point, Val Quentin, West Cove and Yellowstone

**Re: Alberta Beach Organizational Meeting**

Alberta Beach Council held their Organizational Meeting on October 21<sup>st</sup>, 2025. Please be advised that the results of their Organizational Meeting are as follows;

Mayor.....	Tara Elwood	<a href="mailto:taraelwood@albertabeach.com">taraelwood@albertabeach.com</a>
Deputy Mayor.....	Debbie Durocher	<a href="mailto:debbiedurocher@albertabeach.com">debbiedurocher@albertabeach.com</a>
Councillor.....	DecolynneJo Burns	<a href="mailto:decolynnejoburns@albertabeach.com">decolynnejoburns@albertabeach.com</a>
Councillor.....	Kelly Muir	<a href="mailto:kellymuir@albertabeach.com">kellymuir@albertabeach.com</a>
Councillor.....	Daryl Weber	<a href="mailto:aboffice@albertabeach.com">aboffice@albertabeach.com</a>

Please do not hesitate to contact the undersigned if you require any further information, I can be reached at 780-924-3181 or [aboffice@albertabeach.com](mailto:aboffice@albertabeach.com).

Sincerely,

Kathy Skwarchuk,  
C.A.O.



# Alberta Beach

Box 278 • Alberta Beach • Alberta • T0E 0A0  
Telephone: 780-924-3181 • Fax: 780-924-3313

October 23, 2025

## Re: Alberta Beach Organizational Meeting

Council of Alberta Beach held their Organizational Meeting on October 21<sup>st</sup>, 2025. The results of their Organizational Meeting are as follows;

<b>Mayor.....</b>	<b>Tara Elwood</b>	<a href="mailto:taraelwood@albertabeach.com">taraelwood@albertabeach.com</a>
<b>Deputy Mayor.....</b>	<b>Debbie Durocher</b>	<a href="mailto:debbiedurocher@albertabeach.com">debbiedurocher@albertabeach.com</a>
<b>Councillor.....</b>	<b>DecolynneJo Burns</b>	<a href="mailto:decolynnejoburns@albertabeach.com">decolynnejoburns@albertabeach.com</a>
<b>Councillor.....</b>	<b>Kelly Muir</b>	<a href="mailto:kellymuir@albertabeach.com">kellymuir@albertabeach.com</a>
<b>Councillor.....</b>	<b>Daryl Weber</b>	<a href="mailto:aboffice@albertabeach.com">aboffice@albertabeach.com</a>

### Committee Appointments:

- Alberta Beach Ag Society Agliplex Operations Committee – Councillor Muir & Councillor Burns as alternate
- Alberta Beach Campground Advisory Committee – Mayor Elwood & Councillor Burns
- Alberta Beach Inter-municipal Development Plan Steering Committee – Mayor Elwood & Councillor Muir
- Alberta Beach Library Board – Mayor Elwood
- Alberta Beach Museum & Archives – Deputy Mayor Durocher
- Alberta Beach Public Works Advisory Committee – Mayor Elwood & Councillor Burns
- Beachwave Park Stakeholders Committee – Deputy Mayor Durocher & Councillor Muir as alternate
- Community Futures Yellowhead East – Councillor Burns
- Ste. Anne Summer Village Regional Emergency Partnership Advisory Committee – Councillor Burns
- FCSS Trivillage Committee – Councillor Muir
- Highway 43 East Waste Commission – Councillor Weber & Councillor Burns as alternate
- Inter-municipal Collaboration Framework (ICF) Committee – Mayor Elwood & Councillor Weber & Mayor Muir as alternate
- Lac Ste. Anne East End Bus – Deputy Mayor Durocher
- Lac Ste. Anne Foundation – Councillor Weber
- Lake Isle and Lac Ste. Anne Stewardship Society – Deputy Mayor Durocher
- Land Use Bylaw Review Committee – Mayor Elwood & Deputy Mayor Durocher
- Municipal Planning Commission – All Council members
- Fire Services Steering Committee – Mayor Elwood & Councillor Muir
- Ste. Anne Recreational Lake Use Committee (SARLUC) – Councillor Muir & Councillor Weber
- Sturgeon River Watershed Alliance – Councillor Weber
- Trivillage Regional Sewage Service Commission – Councillor Muir & Councillor Weber
- Water Distribution Feasibility Study Steering Committee – Councillor Muir & Councillor Burns
- West Inter Lake District (WILD) Water Commission – Mayor Elwood & Deputy Mayor Durocher as alternate
- Yellowhead Regional Library Board – Mayor Elwood & Councillor Weber as alternate

**IMPORTANT NOTICE**

EEB now accepts e-transfers for payments

*-Serving east end of Lac Ste. Anne County-  
 Cherhill, Darwell, Alberta Beach & Onoway*

**VALUE CARDS**  
 for  
 scheduled trips only  
 5 trips for \$90.00  
 Purchase when boarding

**Wednesday, November 5<sup>th</sup>, 2025.**

**Destination:** West Edmonton Mall /Italian Centre/H&W Produce

**Time:** 10:30 AM – 3:30 PM

- WEM: 10:30 AM – 2:20 PM
- Bus Cost: \$20.00 (pay when boarding)
- Italian Centre 2:20 pm – 2:50 pm
- H&W Produce 3:00 pm – 3:30 pm

**Wednesday, November 19<sup>th</sup>, 2025**

**Destination:** St. Albert Centre/Century Casino

**Time:** 10:30 AM – 3:30 PM

**Cost:** \$20.00 (pay when boarding)

**Wednesday, November 26<sup>th</sup>, 2025**

**Destination:** Spruce Grove

**Time:** Spruce Grove 10:15 AM – 2:30 PM

**Cost:** \$20.00 (pay when boarding)

Activities Tri Leisure, Walmart, Superstore, Medical Stops  
 (Times and locations may vary)

**Monday, December 15<sup>th</sup>, 2025**

**SOLD OUT JOIN THE WAITING LIST NOW!**

**Christmas with Johnny Reid**



**Wednesday, December 3<sup>rd</sup>, 2025.**

**Destination:** West Edmonton Mall

**Time:** 10:30 AM – 3:30 PM

- WEM: 10:30 AM – 2:20 PM
- Bus Cost: \$20.00 (pay when boarding)

**Wednesday, December 10<sup>th</sup>, 2025**

**Destination:** St. Albert Centre/Century Casino

**Time:** 10:30 AM – 3:30 PM

**Cost:** \$20.00 (pay when boarding)

**Wednesday, December 17<sup>th</sup>, 2025**

**Destination:** Spruce Grove

**Time:** Spruce Grove 10:15 AM – 2:30 PM

**Cost:** \$20.00 (pay when boarding)

Activities Tri Leisure, Walmart, Superstore, Medical Stops  
 (Times and locations may vary)

**Contact Information:**

**Lorna: (780) 905-3934**

**Office Hours:** Monday – Thursday, 9:00 AM – 4:00 PM

**Stay Updated:**

To receive the EEB monthly schedule, email your request to: [eastendbus@gmail.com](mailto:eastendbus@gmail.com)

Schedules are also available online at: [www.lsac.ca](http://www.lsac.ca) & [www.onoway.ca](http://www.onoway.ca)

**Booking Policy:** \* Book by Phone Only \* Maximum of 2 Seats per Booking

**Booking Times:**

- **9:00 AM – 10:00 AM:** Priority for first-time participants of the advertised excursion and residents within the service area.
- **10:00 AM:** Open to all seniors aged 50+ in the service area.

**Eligibility:**

Excursions are intended for EEB service area residents aged 50+ (e.g., dinner theatres, overnight trips).

**Non-Residents:**

If you do not live in the service area, you may add your name to the waiting list on or after the booking day.

Subject **Government of Alberta Bill 7 Water Amendment Act**  
From EPA Water <EPA.Water@gov.ab.ca>  
To EPA Water <EPA.Water@gov.ab.ca>  
Cc Kate Rich <Kate.Rich@gov.ab.ca>, Gary Sandberg <gary.sandberg@gov.ab.ca>  
Date 2025-10-30 16:43



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*Sent to: all municipal CAOs contacts in the Municipal Officials Directory*

I am writing to inform you that a bill to amend the *Water Act* was tabled today in the Alberta Legislature.

Bill 7, the *Water Amendment Act*, follows from the water availability engagement held earlier this year. If passed, the proposed act amendments will:

- streamline regulatory requirements;
- improve water monitoring and transparency;
- allow lower risk inter-basin transfers to be approved by the Minister; and,
- support the use of alternative water sources, including rainwater and wastewater.

Information on the Bill 7 is online, including:

- News release at: [Meeting Alberta's rising demand for water | alberta.ca](#)
- Legislation at: <https://www.assembly.ab.ca/assembly-business/bills/bills-by-legislature>
- The water availability engagement information at: [www.alberta.ca/water-availability-engagement](http://www.alberta.ca/water-availability-engagement)

The proposed act changes enable future regulations and policy to be developed to enhance water availability. Continued engagement is planned to inform policy development, such as related to measurement and reporting.

Thank you to those who submitted feedback on the proposed act changes earlier this year, and thank you in advance for your continued involvement in engagement to enhance water availability.

If you have questions on the tabled bill, please let me know or contact [epa.water@gov.ab.ca](mailto:epa.water@gov.ab.ca).

*Kate*  
Kathleen Rich  
Assistant Deputy Minister, Water and Circular Economy Division, Alberta Environment and Protected Areas  
Government of Alberta  
Level 12, South Petroleum Plaza, 9915-108 Street, Edmonton, Alberta  
E: [kate.rich@gov.ab.ca](mailto:kate.rich@gov.ab.ca) | M: 780-203-0844

Classification: Protected A

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**From:** EPA Water <[EPA.Water@gov.ab.ca](mailto:EPA.Water@gov.ab.ca)>

**Sent:** April-29-25 10:21 AM

**To:** EPA Water <[EPA.Water@gov.ab.ca](mailto:EPA.Water@gov.ab.ca)>

**Cc:** Kate Rich <[Kate.Rich@gov.ab.ca](mailto:Kate.Rich@gov.ab.ca)>; Gary Sandberg <[gary.sandberg@gov.ab.ca](mailto:gary.sandberg@gov.ab.ca)>

**Subject:** Water Availability Engagement - Phase 2

*Sent to: all municipal CAOs contacts in the Municipal Officials Directory*

I am writing to inform you that the next phase of water availability engagement launched today. It focusses on proposed changes to the *Water Act* and complementary policy to increase the availability of water licences to Alberta municipalities, businesses, agricultural producers and others, while continuing to protect the aquatic ecosystem.

Please see the attached letter with details. Also, here are the links to the news release and to the engagement website:

- News release: [Making every drop of water count | alberta.ca](#)
- Engagement site: [Water availability engagement | Alberta.ca](#)

Thank you for your feedback during the first phase to identify opportunities and barriers to enhance water availability, and we appreciate your feedback on these proposals.

Please do not hesitate to contact me or EPA Water with any questions.

Thanks.

*Kate*

Kathleen Rich

Assistant Deputy Minister, Water and Circular Economy Division, Alberta Environment and Protected Areas

Government of Alberta

Level 12, South Petroleum Plaza, 9915-108 Street, Edmonton, Alberta

E: [kate.rich@gov.ab.ca](mailto:kate.rich@gov.ab.ca) | M: 780-203-0844



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister*

*MLA, Peace River*

AR120370

November 4, 2025

His Worship Keith J. Pederson  
Mayor  
Summer Village of Nakamun Park  
PO Box 1250  
Onoway, AB T0E 1V0

Dear Mayor Pederson and Council:

My sincere congratulations on your election to municipal office for the Summer Village of Nakamun Park. I commend you for stepping forward to represent your community. I am sure you will uphold the trust placed in you by your electorate to serve your community with diligence and to the best of your ability.

Urban municipalities are at the forefront of innovation, economic development, and service delivery. As Alberta's villages, towns, and cities continue to grow and diversify, your leadership will be instrumental in advancing strategic priorities such as sustainable infrastructure, public safety, housing, and inclusive community development.

I look forward to working with you to support the Summer Village of Nakamun Park's success through funding programs, legislative guidance, and collaborative initiatives that strengthen local infrastructure, public services, and community resilience. Strong, safe, and sustainable municipalities contribute to the success and future of our province.

Thank you for your dedication to public service. I look forward to working together.

Sincerely,

Dan Williams, ECA  
Minister of Municipal Affairs

## Councillors' Committee Appointments for 2025-2026

<b>Mayor</b>	B. Coninx
<b>Deputy Mayor</b>	S. Pockett
<b>Appointments to Quasi-judicial Boards</b>	
Assessment Review Board	Contracted to Capital Region Assessment Services Comm.
Subdivision & Development Appeal Board	Contracted to Milestone Municipal Services
<b>Appointments to Statutory Committees</b>	
Municipal Planning Commission Committee - Councillors	(Council as a whole)
Subdivision Authority	(Council as a whole)
<b>Appointments to Regional Service Commissions</b>	
Capital Region Assessment Services Commission	B. Coninx (Alternate S.Pockett)
Highway 43 East Solid Waste Commission	G. Johnson (Alternate K. McConaghy)
West Inter Lake District (WILD) Regional Water Services Commission	B. Coninx (Alternate G. Johnson )
<b>Appointments to Regional Boards</b>	
Lac Ste. Anne East End Bus Society	B. Coninx (Alternate S. Pockett )
Community Futures Yellowhead East	G. Johnson (Alternate S. Pockett)
Lac Ste. Anne Foundation	S. Pockett
Yellowhead Regional Library Board	B. Coninx
Economic Development Committee/ Partnership Committee	K. McConaghy & J.Eastman (Alt. G. Johnson)
Onoway Regional Medical Clinic/Physician Recruitment Retention Committee	K. McConaghy (Alternate S. Pockett)
North Saskatchewan Watershed Alliance	G. Johnson (Tech Committee PW Manager)
Emergency Management & Disaster Services Committee	S. Pockett & J.Eastman
Inter-municipal Development Plan Negotiating Committee	B. Coninx & J. Eastman

## Councillors' Committee Appointments for 2025-2026

<b>Appointments to Local Boards</b>	
Onoway Public Library Board	B. Coninx & K. McConaghy
Onoway Facility Enhancement Association (OFEA/Community Hall)	S. Pockett (Alternate J. Eastman)
Onoway & District Agricultural Society(ODAS/Arena)	K. McConaghy (Alternate S. Pockett )
Onoway Beautification Committee	S. Pockett (Alternate J. Eastman )
Onoway & District Historical Guild	J.Eastman (Alternate G. Johnson)
Regional Wastewater Line Committee	J.Eastman (Alternate B Coninx) Tech Comm. CAO
Regional Trail Committee	K. McConaghy & G. Johnson
Onoway Economic Development & Tourism Committee	J. Eastman & K. McConaghy
Sub Committee - Onoway Interagency Committee	J. Eastman & K. McConaghy
Onoway FCSS Committee	J. Eastman
<b>Miscellaneous Council Appointments</b>	
Enforcement Review Committee	B. Coninx & J. Eastman & S. Pockett



Subject **Nakamun Park Grant Report for your next Council Meeting**  
From Summer Village Office <administration@wildwillowenterprises.com>  
To Nakamun Park <cao@svnakamun.com>  
Cc wendy wildwillowenterprises.com <wendy@wildwillowenterprises.com>  
Date 2025-10-28 12:15



- 
- 4 - Nakamun Park Grant Funding Report - October 28-2025.pdf(~106 KB)

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## Nakamun Park Grant Funding Update - October 2025

### **LGFF-O (Local Government Fiscal Framework Operating)**

- this grant is utilized to offset the Annual operating budget
- the 2025 Allocation has been received in the amount of \$15,430
- for information, the 2026 Allocation should be same or similar

### **LGFF-C (Local Government Fiscal Framework Capital)**

This component of the Local Government Fiscal Framework (LGFF) program provides capital funding to local governments to support projects that:

- develop, improve, maintain, or otherwise alter infrastructure assets in Alberta communities
- facilitate the resiliency and livability of local communities
- support local and provincial economic activities

Eligible capital projects include:

- roads and bridges
- public transit vehicles or facilities
- emergency services facilities or equipment
- water and wastewater systems
- solid waste management facilities or equipment
- other municipal buildings such as recreation and sports facilities, libraries, and cultural and community centres

-The Summer Village of Nakamun Park used its 2024 (\$70,292), 2025 (\$72,045) and a portion of the 2026 (\$13,487) LGFF Allocations to purchase the Weed Harvester - the amount of LGFF funding that will be available ending 2026 is \$56,480

-The Summer Village has no further project applications in to LGFF currently.

The 2024 and 2025 Allocation have been paid to the Summer Village, these dollars will fund the principal loan payment annually on the ATB Weed Harvester Loan, in 2024, a portion also funded other Weed Harvester Expenses and the remainder of the allocations will sit in the Weed Harvester Reserve account to fund the future principal portion of the loan payments (5-year loan).

For information, the total 2026 Allocation is \$69,967. This allocation will not be paid out until project applications are submitted that utilize the full allocation.

### **CCBF (Canada Community Building Fund)**

CCBF funding allows local communities to make strategic investments in essential infrastructure, such as roads and bridges, public transit, drinking water and wastewater infrastructure, and recreational facilities.

The Summer Village of Nakamun Park currently has \$22,674 in CCBF funds available for 2025. This amount is made up of a portion of the 2023 Allocation \$3,393, all of the 2024 Allocation \$9,544 and all of the 2025 Allocation \$9,737. 2022 was the last allocation that was paid out to the Summer Village.

The 2026 Allocation should be same or similar to 2025 - approximately \$9,737.

There will a project application done up to offset the costs of the 2025 Rip Rap project being done on MR 8 and MR 9 in the amount of \$22,400. The CCBF portal is currently shut down with anticipation of it being up and running again in November.

Once the application is submitted and approved, there will then be \$274 remaining in CCBF funds that will carry forward to 2026.

Attached is a detailed grant report to support the above information.

Thank you,

**Heather Luhtala,**  
**Assistant CAO/Administration**

Summer Village of Silver Sands - [www.summervillageofsilversands.com](http://www.summervillageofsilversands.com)

Email: [administration@wildwillowenterprises.com](mailto:administration@wildwillowenterprises.com)

Phone: 587-873-5765 Fax: 780-967-0431

Mailing Address: Box 8, Alberta Beach, AB T0E 0A0

**Summer Village of Nakamun Park**

Updated: October 28, 2025

Grant Program	Year	Allocation	Dollars Received	Dollars	Grant Carried Forward	Interest	Projects/Current Projects
				Spent/Proposed to be Spent		Earned/Applied Carried Forward	
MSI - O	2007 Operating	1,491.00	1,491.00	1,491.00	-		
	2008 Operating	8,244.00	8,244.00	8,244.00	-		
	2009 Operating	8,676.00	8,676.00	8,676.00	-	-	
	2010 Operating	10,388.00	10,388.00	10,388.00	-		
	2011 Operating	10,264.00	10,264.00	10,264.00	-		
	2012 Operating	10,216.00	10,216.00	10,216.00	-		
	2013 Operating	7,246.00	7,246.00	7,246.00	-		
	2014 Operating	4,821.00	4,821.00	4,821.00	-		
	2015 Operating	6,304.00	6,304.00	6,304.00	-		2015 Operating Plan Submitted October 8, 2015 - Offset costs of public security & safety (fire) - SFE Done
							Received 2014 Allocation Aug 11, 2015 - had been set up by previous auditor as receivable - coded to L700/Received 2015 Allocation Feb 23-2016 - 2016
	2016 Operating	4,868.00	4,868.00	4,868.00	-		Spending Plan Submitted
	2017 Operating	4,874.00	4,874.00	4,874.00	-		2017 - Offset emergency services
	2018 Operating	9,932.00	9,932.00	9,932.00	-		2018 - Offset Emergency Services
	2019 Operating	10,228.00	10,228.00	10,228.00	-		2019 - Spending Plan Not Required
	2020 Operating	8,322.00	8,322.00	8,322.00	-		2020 - Spending Plan Not Required
2021 Operating	7,715.00	7,715.00	7,715.00	-		2021 - Spending Plan Not Required	
2022 Operating	7,715.00	7,715.00	7,715.00	-		2022 - Spending Plan Not Required	
2023 Operating	15,430.00	15,430.00	15,430.00	-		2023 - Spending Plan Not Required	
LGFF-O	2024 Operating	15,430.00	15,430.00	15,430.00	-		2024 - Spending Plan Not Required - SFE Complete
	2025 Operating	15,430.00	15,430.00	15,430.00	-		2025 - Spending Plan Not Required
	<b>Total MSI - O Grant &amp; Interest Dollars Available</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
				<b>2026 Allocation Estimate - 15,430</b>			

<u>Grant Program</u>	<u>Year</u>	<u>Allocation</u>	<u>Dollars Received</u>	<u>Dollars Spent/Proposed to be Spent</u>	<u>Grant Carried Forward</u>	<u>Interest Earned/Applied Carried Forward</u>	<u>Projects/Current Projects</u>
<b>LGFF-C</b>							Make application for weed harvester \$138,824 plus shipping \$15,000 plus set up \$2,000 / pay out from grant over 5 years
	2024	70,292.00	70,292.00	70,292.00	-		
	2025						
		<b>72,045.00</b>	<b>72,045.00</b>	<b>72,045.00</b>	-		
	2026						Weed Harvester Application # is APP-00133
	2027						LGFF funding requested is \$155,824
	2028						Weed Harvester - \$138,824
	2029						Shipping - \$14,900
							\$56,480 will be left from the 2026 Allocation
<b>Total LGFF - C Grant &amp; Interest Dollars Available</b>			<b>\$ -</b>		<b>\$ -</b>	<b>-</b>	
<b>Funds must be spent within 5 years of the allocation year</b>					<b>2025 Allocation - \$72,045</b>		
<b>All applications must commit a minimum of 10 per cent of the annual allocation</b>					<b>2026 Allocation - \$69,967</b>		
<b>Interest on borrowing costs is NOT eligible</b>							

<u>Grant Program</u>	<u>Year</u>	<u>Allocation</u>	<u>Dollars Received</u>	<u>Dollars Spent/Proposed to be Spent</u>	<u>Grant Carried Forward</u>	<u>Interest Earned/Applied Carried Forward</u>	<u>Projects/Current Projects</u>
FGTF	FGTF - 2010	9,904.00		-	-	-	
	FGTF - 2011	9,904.00		-	-	-	
	FGTF - 2012	9,904.00		-	-	-	
	FGTF - 2013	9,904.00		-	-	-	
GTF	GTF - 2014	6,956.00	6,956.00				Received November 2014 Application Accepted for Storm Drainage South Side of Nakamun Drive between 4th Street & West Boat Launch - \$100,000 - AMIP/FGTF/NDCC
	2014		39,616.00		6,956.00	122.87	
	GTF - 2015	6,887.00			46,572.00	18.68	
	GTF - 2016	6,941.00			46,572.00	32.70	
	GTF - 2017	6,947.00	13,828.00	3,066.14	57,333.86		2017 - Nakamun WILD - 13,310.33 (NDCC - 10,244.19 / GTF - 3,066.14) - Accepted
				40,447.07	16,886.79	45.59	2017 Roads Application Phase I \$60,000 Actual 2017 \$40,448- Accepted - SFE Complete /
	GTF - 2018	10,295.00	17,242.00	73,646.26	(39,517.47)	(219.84)	2018 Road Application Phase II to include gravel top coat \$70,000 - Approved GTF-196 Actuals for 2018 = \$73,866.10 - COMPLETE
	GTF - 2019	20,848.00	20,848.00		(18,669.47)		2019 -
	GTF - 2020	10,491.00	10,491.00		(8,178.47)		2020 -
CCBF	CCBF - 2021	21,240.00			(8,178.47)		2021 - No Expenses
	CCBF - 2022	10,753.00			(8,178.47)		2022 - No Expenses
	CCBF - 2023	11,010.00	31,993.00	31,430.80	(7,616.27)		2023 - Application for Ph III & Ph IV WILD Water Debenture Payments - Total \$31,500 CCBF-2467 - Actual Expenses Ph III \$17,553.98 / Ph IV \$13,876.82 - Total of \$31,430.80
	CCBF - 2024	9,544.00			(7,616.27)		2024 - No Projects
	CCBF - 2025	9,737.00			(7,616.27)		2025 - Save for Rip Rap \$22,400 - Do up application once CCBF portal is available / anticipated date is November 2025

**Total CCBF Grant & Interest Dollars Available** **\$ 22,674.73** **\$ (7,616.27)** **\$ -**

2010-2013 - Must be spend by March of 2014 - NEW EXTENSION TO DECMEBER 31/14 - New agreement for 2014-2024  
 SFE Due June 30th 2025 Allocation 9,737

The program is expected to continue under a renewed agreement beginning in 2024.

Starting Funding	\$	22,674.00
Rip Rap Project		(22,400.00)
Ending Funding	\$	<u>274.00</u>