

# SUMMER VILLAGE OF NAKAMUN PARK

## AGENDA

Tuesday March 18, 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.

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: (1-2) a) Tuesday March 18th, 2025 Regular Meeting Agenda

3. Minutes: (3-7) a) Tuesday February 25th, 2025 Regular Meeting Minutes  
b)

4. Appointment: a) N/A

5. Bylaws/Policies: a) N/A

6. Business: (8-12) a) Municipal Election 2025, Candidate and Councillor Training Dates, etc. – RFD 2025-10 is attached for Council consideration and direction.

(13-14) b) Municipal Corporate Plan and Budget 2025 Deliberations – RFD 2025-11 is attached, with the draft MCP to be reviewed in closed session and draft budget documents to be circulated during the meeting for review and discussion.

(15-16) c) Land Use Bylaw 2022-4 Follow-Up Survey – RFD 2025-12 is attached for background. Now that the survey results have been received, Council will review the results, determine next steps.

(17-19) d) SDAB Board Members, Updated Panelists and Clerks for 2025 – RFD 2025-13 is attached for consideration and direction by Council.

(20-21) e) WILD Water Commission, 2025 AGM – RFD 2025-14 is attached for consideration.

g) Other



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Tuesday March 18, 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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- h) Other
  - 7. Financial
    - a) N/A – Next Update will be during the April 2025 Meeting (March Financials)
  - 8. Councillor Reports
    - a) Mayor
    - b) Deputy Mayor
    - c) Councillor
  - 9. Administration Reports
    - a) CAO:
      - a. Property Sale Matter, Updates
      - b. LUB Survey Results, Feedback
      - (22) c. Update from Angela Duncan, ABMunis (see attached)
      - d. 2025 Budget Process
      - e. Tax and Audit Process and Planning, Updates
  - 10. Information and Correspondence
    - (23) a) Highway 43 Waste Commission – Policy 307, Community Improvement Related Disposal Fee Waiver Policy.
    - (24-25) b) Government of Alberta, Municipal Affairs – February 27, 2025 Budget 2025, LGFF and municipal funding/grant updates.
  - 11. Closed Meeting
    - a) See Business Item 6(b) and Item 6(c), above.
  - 12. Next Meeting Date
    - a) Schedule the next regular council meeting for April 15, 2025, or some other date/time.
  - 13. Adjournment

### Upcoming Meetings:

March 18<sup>th</sup>, 2025 – Regular Council Meeting (proposed)  
April 15<sup>th</sup>, 2025 – Regular Council Meeting (proposed)  
May 3<sup>rd</sup>, 2025 – Candidate Orientation (Stettin Hall)  
May 9<sup>th</sup>, 2025 – Regional Munis Meeting (Alberta Beach Seniors)  
May 24<sup>th</sup>, 2025 – Candidate Orientation (Darwell)  
June 21<sup>st</sup>, 2025 – SVLSACE (location TBD)  
July 12<sup>th</sup>, 2025 – Nomination Day (SVNP)  
August 2<sup>nd</sup>, 2025 – Advance Vote (SVNP, if required)  
August 9<sup>th</sup>, 2025 – Election Day (SVNP, if required)

(2)

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK,  
IN THE PROVINCE OF ALBERTA, HELD ON TUESDAY FEBRUARY, 2025 AT 2:00 P.M. AT THE  
WILDWILLOW ENTERPRISES INC. MAIN OFFICE.

	<b>PRESENT</b>	<p>Mayor: Keith Pederson Deputy Mayor: Marge Hanssen (Via Zoom) Councillor: (Absent, with Regrets)</p> <p>Administration: Wendy Wildman, Interim CAO</p> <p>Appointments: N/A Absent: Dwight Moskalyk, CAO Robert Charter, Councillor</p> <p>Public Works: N/A Public at Large: N/A</p>
1.	<b>CALL TO ORDER</b>	Mayor Pederson called the meeting to order at 3:03pm
2.	<b>AGENDA</b>  15-25	<p><b>MOVED</b> by Deputy Mayor Hanssen that the agenda for the Tuesday February 25<sup>th</sup>, 2025 regular meeting of council be approved as presented.</p> <p style="text-align: right;"><b>CARRIED.</b></p>
3.	<b>MINUTES</b>  16-25	<p><b>MOVED</b> by Mayor Pederson that the minutes for Tuesday January 21<sup>st</sup>, 2025 regular meeting of council be approved, as presented.</p> <p style="text-align: right;"><b>CARRIED.</b></p>
4.	<b>APPOINTMENT</b>	N/A
5.	<b>BYLAW</b>	N/A
6.	<b>BUSINESS</b>  17-25	<p><b>MOVED</b> by Mayor Pederson that Council approve the appointment of Darlene Chartrand, Sheryl Exley, Tina Groszko, Richard Knowles, Marcel LeBlanc, and Raymond Ralph as Assessment Review Board Panalists for 2025, AND THAT Raymond Ralph be approved as designated Chair of the Assessment Review Board for 2025, and Gerry Amorin be approved as Certified Assessment Review Board Clerk for 2025.</p>



MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK,  
IN THE PROVINCE OF ALBERTA, HELD ON TUESDAY FEBRUARY, 2025 AT 2:00 P.M. AT THE  
WILDWILLOW ENTERPRISES INC.MAIN OFFICE.

		<b>CARRIED.</b>
	18-25	<p><b>MOVED</b> by Deputy Mayor Hanssen that Council authorize Administration to proceed with the engagement of legal counsel to investigate and prepare the requirements for compliance with the new privacy legislation, Access to Information Act and Protection of Privacy Act, specifically as it relates to a comprehensive Privacy Management Plan, and that the municipality invite the participation of other summer villages in the project at an equal cost share basis..</p> <p><b>CARRIED.</b></p>
	19-25	<p><b>MOVED</b> by Deputy Mayor Hanssen that Council authorize the municipality's participation in the Joint Candidate Information Sessions to be hosted this spring by Wildwillow Enterprises Inc and Town of Stony Plain, as discussed.</p> <p><b>CARRIED.</b></p>
	20-25	<p><b>MOVED</b> by Deputy Mayor Hanssen that Council receive and accept the information regarding interpreting candidate and elector eligibility as it relates to Section 12(h) of the Local Authorities Election Act and residency, as provided in the February 20, 2025 email from Returning Officer Duncan, as information..</p> <p><b>CARRIED.</b></p>
	21-25	<p><b>MOVED</b> by Mayor Pederson that Council reaffirms their intent to forgo the option of accommodating an Elector Register in the 2025 municipal election for the Summer Village of Nakamun Park, acknowledging that it may restrict certain provisions, including the use of special ballots and vouching.</p> <p><b>CARRIED.</b></p>
	22-25	<p><b>MOVED</b> by Deputy Mayor Hanssen that Council agree to proposed extension of the Intermunicipal Collaboration Framework renewal negotiations with Lac Ste. Anne County until March 31, 2027, and that administration be authorized to forward confirmation of same to General Manager Court providing confirmation of this direction by Council.</p> <p><b>CARRIED.</b></p>
	23-25	<p><b>MOVED</b> by Deputy Mayor Hanssen that pursuant to Sections 16, 23, and 27 of the FOIPP Act, Council move into closed meeting at 3:16 p.m. to discuss matters related to Fire Service Agreements – as discussion may be harmful to third party business interests, are local body confidences and are subject to matters of Legal Advice (Privileged Information).</p> <p><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 FEBRUARY, 2025 AT 2:00 P.M. AT THE  
WILDWILLOW ENTERPRISES INC.MAIN OFFICE.

	<p>Recess to Vacate – 3:17 p.m.</p> <p>Call to Order – Start of Closed Session 3:17p.m.</p> <p>Attendees in Closed Session</p> <p>Recess to Allow Public Access – 3:20 p.m.</p> <p>Call to Order – End of Closed Session 3:21 p.m.</p>	<p>Mayor Pederson called a recess at 3:17 p.m. to allow the public to vacate.</p> <p>Mayor Pederson called the meeting back to order at 3:17 p.m. and Council moved into Closed Session.</p> <p>i) Mayor Pederson – In Person ii) Deputy Mayor Hanssen – Virtual (Confirmed as <i>Alone</i>, as Required by Section 47(f) of Procedural Bylaw #2024-6) iii) Interim CAO Wildman – In Person</p> <p>Mayor Pederson called a recess at 3:20 p.m. to allow the public to reenter the meeting.</p> <p>Mayor Pederson called the meeting back to order at 3:21 p.m. and invited a motion to end the closed session and revert back to the regular council meeting.</p> <p><b>MOVED</b> by Deputy Mayor Hanssen that Council return to open public meeting at 3:22 p.m.</p>
24-25		<b>CARRIED.</b>
25-25		<p><b>MOVED</b> by Deputy Mayor Hanssen that Council approves the Fire Service Agreement with Alberta Beach and member partners, as presented this day, February 25<sup>th</sup>, 2025, and authorizes execution of same by Mayor Pederson and CAO Moskalyk.</p> <p><b>CARRIED.</b></p>
26-25		<p><b>MOVED</b> by Mayor Pederson that Council approves the Parkland Dispatch Services agreement with Parkland County and member partners in the Alberta Beach Regional Fire Service, as presented this day, February 25<sup>th</sup>, 2025, and authorizes execution of same by Mayor Pederson and CAO Moskalyk.</p> <p><b>CARRIED.</b></p>
27-25		<p><b>MOVED</b> by Mayor Pederson that Council approve the sending of a sympathy card, as discussed, and authorize Deputy Mayor Hanssen to prepare and deliver same, with costs for material, supply and postage, as applicable, recoverable from the municipality.</p> <p><b>CARRIED.</b></p>
7.	<b>FINANCIAL</b>	N/A

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK,  
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8.	<b>COUNCIL REPORTS</b> 28-25	<b>MOVED</b> by Mayor Pederson that Council accept the Council Reports for information, as presented.  <b>CARRIED.</b>
9.	<b>ADMINISTRATION /PUBLIC WORKS REPORTS</b> 29-25	<b>MOVED</b> by Deputy Mayor Hanssen that Council accept the Administration and Public Works reports for information, as presented. <b>CARRIED.</b>
10	<b>INFORMATION / CORRESPONDENCE</b> 30-25	<b>MOVED</b> by Deputy Mayor Hanssen that the following information and correspondence items be accepted as information:  a) East End Bus, 2025 Requisition Request – January 10, 2025 Letter. We will include this matter in our annual budget discussions as per usual.  b) Government of Alberta, Municipal Affairs – February 13, 2025 Letter regarding deferral of the required Joint Use and planning Agreements (JUPAs) with municipalities and school boards. Does not apply to SVNPN directly but an interesting topic to keep abreast of.  c) Grant Meeting with Minister McIver – February 7, 2025 email update from Angela Duncan, just keeping members up to speed on this advocacy initiative.  d) Town of Onoway, AFRRCs Radios – February 13, 2025 letter advising of how the AFRRCs Radios will be handled during the transition out of Onoway Regional Fire Services. Recall that all partners received a grant to get these radios, then surrendered the care and control of same to ORFS to support the regional fire service, we are now getting them back and will transfer to the new service provider.  <b>CARRIED.</b>
11.	<b>CLOSED MEETING</b>	See at Item – Business 6(e), above.



MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK,  
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WILDWILLOW ENTERPRISES INC.MAIN OFFICE.

12.	<b>NEXT MEETING</b> 31-25	<b>MOVED</b> by Mayor Pederson that the next regularly scheduled meeting be held on Tuesday March 18 <sup>th</sup> , 2025 at 2:00 p.m. <b>CARRIED.</b>
13.	<b>ADJOURNMENT</b>	Mayor Pederson declared the meeting adjourned at 3:30p.m.

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

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



## **Summer Village of Nakamun Park Request For Decision - (RFD) 2025-10**

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>March 18, 2025</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>Municipal Election 2025 – Councillor Orientation Training and Post-Election Meeting Scheduling</b>
<b>Agenda Item Number:</b>	<b>6(a) – Regular Business</b>

### **BACKGROUND/PROPOSAL:**

As Council is aware, Municipal Elections 2025 will see a few changes from previous cycles. Many of these changes revolve around candidate, nominated candidate, and elected official orientation and training opportunities. Making this process accessible to stakeholders is important so that meeting legislative compliance and best practices does not, in its own way, become a prohibitive factor for those seeking public office. It is also necessary to coordinate the election related meeting schedules in such a way to ensure continuity of council and municipal operations post election without unnecessary delay during the transition.

Of particular consideration at this time, Administration is offering the following items for discussion and direction:

- 1) Confirmation and Sharing of Candidate Orientation session dates/times.
- 2) Confirmation and Sharing of the Financial Requirements for Candidates (ex. Bank Account Set-Up)
- 3) Confirmation of MGA Section 201.1.1(a) (Part One) Councillor Orientation Options
- 4) Confirmation of MGA Section 201.1.1(b) (Part Two) Councilor Orientation Options
- 5) Scheduling of the 2025 Organizational Meeting Date/Time

It is important that we discuss these options now, schedule same and share with prospective candidates as early as possible, so that they can keep their schedules open and meet the requirements without delay, should they be elected. The current council must plan for the required events necessary to transition to a new council, and the incoming council must be able to accommodate the plan prepared for them.

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

- 1) Candidate Orientation:

The Returning Officer has informed us that the following dates and times are options for candidate orientation, a joint planning venture between Town of Stony Plain and Wildwillow Enterprises Inc.. SVNP had previously agreed to make this option for the offering of required candidate orientation available in the 2025 municipal election:

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May 3, 2025

10 a.m. to 12 noon

Stettin-Nakamun Hall

5404 Township Road 571, Lac Ste Anne County

May 24, 2025

10 a.m. to 12 noon

Darwell Seniors Center (Interlake Golden Age Club)

Hwy AB-765, Darwell Alberta

(Request will be that Council endorse same and authorize sharing of same on the municipal election website tab and in upcoming election correspondence to electors).

2) Candidate Financial Requirements:

The Returning Officer has also confirmed the interpretation of the Local Authorities Election Act, Section 147.3(1)(a), where by there now exists a REQUIREMENT for all candidates in local elections to open and maintain an independent Campaign Account (Bank Account for Campaign Operations).

*"Campaign accounts are governed by section 147.3(1)(a) of the LAEA, which mandates that a candidate must open a campaign account in the name of the candidate or their election campaign at a financial institution for the purpose of the election campaign. This must occur at the time the candidate submits a written notice under section 147.22. Since all candidates are required to provide notice under section 147.22, they are also obligated to establish a campaign account. Any funds contributed by a candidate are considered contributions and must be deposited into the campaign account. These contributions must also be disclosed in accordance with section 147.4, using Form 26.*

*Candidates should be aware that even minor expenses, such as gas mileage, qualify as campaign expenditures and must be paid from the campaign account, even if the funds used are the candidate's personal funds."*

(Request will be that Council acknowledge receipt of this interpretation by accepting for information and authorize same to be shared on the municipal election website tab and in upcoming election correspondence to electors).

3) MGA Section 201.1.1(a) Councillor Orientation:

This requirement must be fulfilled prior to new council taking the oath of office (prior to or on the same day as the planned organizational meeting of the new council). SVLSACE has arranged for ASVA to provide this training to member councils on the following two dates:



Wednesday July 23<sup>rd</sup>, 2025 (1-3pm in Alberta Beach Seniors Centre, and/or virtually)

And:

Wednesday August 27<sup>th</sup> (1-3pm in Alberta Beach Seniors Centre, and/or virtually)

Councillor-Elects must attend one of these options, or another approved training session before the organizational meeting of their council.

(Request is that council endorses participation of new council in one of the listed dates above, with the cost of registration for same being covered through the municipality, or that councillor elects may arrange other approved training and provide proof of attendance of same for which they same be reimbursed up to \$50 per in recompense (same as the ASVA registration fee) for same.)

4) MGA Section 201.1.1(b) Councillor Training:

This required training must be completed on or before the first regular meeting of council, or where authorized by motion within 90 days from the date of that first regular meeting of council. SVLSACE has arranged (at no cost to members) for this training to be held through Brownlee LLP (including a recap of Part 1 principles and then a full Part 2 presentation) on:

Monday September 15, 2025 (9am to 4pm, Alberta Beach Seniors Centre and/or virtually).

(Request is that:

1: Council approves an extension in the timeline for incoming council to complete the required Section 201.1.1(b) councillor orientation training to such that this requirement is complete on or before September 30<sup>th</sup>, 2025.

2: Council endorse the participation of new council in this Brownlee LLP presented seminar for Part 2 Councillor Training, as hosted through SVLSACE, or that councillors may at their own cost attend an alternate credible session for Part 2 Training on or before \_\_\_\_\_.)

5) Setting of Organizational Meeting 2025:

The timelines above revolve around the organizational date set by council. This date, in election years, is the point at which authority passes from one council to the next, as interpreted in Section 9 of the LAEA). It is on this date, or before, that Part 1 training MUST BE taken, and it is only after this date that a new council can participate in new regular meetings, etc.

Council must hold the annual organizational meeting (in summer villages) on or Before August 31<sup>st</sup>), including in election years. We usually hold the Org meeting followed immediately by the first regular meeting, and we recommend same here.





(Recommendation is that council establish either July 29<sup>th</sup> 2025 (in the case of an election by acclamation or August 28, 2025 (in the case of a contested election) as the date of the 2025 Organizational Meeting. These dates would allow flexibility for new council to be elected, official results to be posted/election disputes to be settled, and then allow new elected officials to attend either of the two Part 1 Options above without an extended transition period between councils. Alternatively, you could just set August 28<sup>th</sup>, 2025 as the org meeting date and if the election is by acclamation current council would remain in office until that time.

With all the dates/times for training discussed, we will want council approval of same and authorization to share on the municipal election website tab and in upcoming election correspondence to electors.)

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

Election costs will form part of the operation budget, cost for candidate orientation will be covered under the election budget, however councillor training will be covered under council budget for any registration costs and per diems for councillor remuneration as per policy.

### **RECOMMENDED ACTION:**

- 1) That Council endorse May 3<sup>rd</sup> 2025 and May 24<sup>th</sup> 2025 as dates for the candidate orientation session and authorize sharing of same on the municipal election website tab and in upcoming election correspondence to electors.
- 2) That Council acknowledge receipt of the Local Authorities Election Act Section 147.3(1)(a) interpretation by accepting for information and authorize same to be shared on the municipal election website tab and in upcoming election correspondence to electors regarding the requirement for candidates to open and maintain Campaign Accounts.
- 3) That Council endorses participation of new council on either July 23<sup>rd</sup>, 2025 or August 27<sup>th</sup>, 2025 Councillor Orientation (Municipal Government Act Section 201.1.(a)Training), with the cost of registration for same being covered through the municipality, or that councillor-elects may arrange other approved training and provide proof of attendance of same for which they same be reimbursed up to \$50 per in recompense (same as the ASVA registration fee) for same.)
- 4) That Council approves an extension in the timeline for incoming council to complete the required Municipal Government Act Section 201.1.1(b) Councillor Training to such that this requirement is complete on or before September 30<sup>th</sup>, 2025.
- 5) Council endorse the participation of new council in this Brownlee LLP presented seminar for Part 2 (Municipal Government Act Section 201.1.(b) Councillor Training, as hosted through SVLSACE, or that councillors may attend an alternate credible session for Part 2 Training on or before September 30<sup>th</sup>, 2025.





- 6) That Council establish either July 29<sup>th</sup>, 2025 (in the case of an election by acclamation or August 28, 2025 (in the case of a contested election) as the date of the 2025 Organizational Meeting. These dates would allow flexibility for new council to be elected, official results to be posted/election disputes to be settled, and then allow new elected officials to attend either of the two Part 1 Options above without an extended transition period between councils.

<b>Initials show support – Reviewed By:</b> <b>CAO: D. Moskalyk</b>
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## **Summer Village of Nakamun Park Request For Decision - (RFD) 2025-11**

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>March 18, 2025</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>Municipal Corporate Planning – Budget 2025</b>
<b>Agenda Item Number:</b>	<b>6(b) – Regular Business</b>

### **BACKGROUND/PROPOSAL:**

In an effort to both make current budget deliberation a bit more comprehensive and also prepare for transitioning a new council into their role later this year, we are proposing to make a few revisions to the “normal” budgeting process we have used in the past. Administratively we are also seeing a trend in the legislation towards better corporate planning becoming an expectation of local authorities, not just a best practice.

With this in mind, Administration has drafted a Municipal Corporate Plan (MCP). This is basically a miniature business plan, with a strong focus on financial and service delivery models. In reality, we have always done the work that is now proposed to be listed in the MCP, the difference now being that we want to use the MCP as a single source document for strategic planning, budget deliberations and approval of strategic financial plans.

The Draft MCP will be shared with Council during the meeting to introduce the concept and open discussions on Budget 2025.

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

The MCP is a novel concept for smaller municipalities, but I think it will be a good step forward in keeping councils engaged in the strategic planning and budget process. Depending on how the document is used, it may also be an informative reference for residents and stakeholders as well.

As the document is in draft form and contains budget deliberations and notes not yet common knowledge or public knowledge, we will open the discussion in closed session. Eventually, my hope is that the document will be refined and be approved concurrent to the budget and tax rate bylaws in April.

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

There will be no cost for preparing the MCP, this is part of the “better governance” mandate our team is working on internally to get ahead of imminent and likely legislative compliance changes in the MGA.



In reality, much of this work was already being done, we are just now planning to complete it at a single report.

**RECOMMENDED ACTION:**

- 1) That Council goes into closed session, FOIP Section 23 Local Public Body Confidences, to review the Municipal Corporate Plan 2025 (draft).
- 2) That Council accepts the discussion on the Draft 2025 Budget, Five Year and Ten Year Financial Plans, directs administration to make amendments as discussed and authorizes the completion of the Municipal Corporate Plan based on these updated plans to be returned to Council for approval concurrent to the 2025 budget deliberations.

<b>Initials show support</b> – Reviewed By:	<b>CAO: D. Moskalyk</b>
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## Summer Village of Nakamun Park Request For Decision - (RFD) 2025-12

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>March 18, 2025</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>Land Use Bylaw 2022-4 Follow-Up Survey Results</b>
<b>Agenda Item Number:</b>	<b>6(c) – Regular Business</b>

### **BACKGROUND/PROPOSAL:**

In December of 2024 Council finalized a follow-up survey on various matters relating to the 2022 Land Use Bylaw rewrite. This survey closed earlier this year and administration has now had time to pull the reports and get the data ready to discuss in Council.

The feedback will be introduced in closed session, with the expectation being that once council has reviewed they may direct the results to be published and shared with the community at some future point (on the website, or as part of LUB hearings, etc.). Depending on Council's interpretation of the comments and desired direction, Council may want to seek further survey input from residents, or they may want to direct the drafting of LUB revisions (the approval of which would need to include public hearings), or they may wish to accept the results of the survey as information and keep the status quo.

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

A copy of the redacted raw survey results will be shared in closed session with Council during the meeting. A copy of the Survey Monkey data analytics dashboard will also be shared for comparative purposes. Administration has reviewed the responses and can confirm that the respondents names and addresses match file records and land title records such that there are no questionable responses received that would question the validity of the survey. It should be noted that 7 responses were received in writing (written rather than electronic submission) and that these results were added to the electronic record manually by Administration for completion of the record and analysis.

I think there is a general expectation that no matter what council decides to do (in terms of LUB revisions or next steps), the results of the survey (comments and responses, redacted to remove names and addresses) will be made available. Administration supports this expectation and recommends that the results be shared on the website.

Once the results are reviewed, Council should consider next steps. Do we want to follow-up with additional surveys, do we want to begin a redraft of any sections, and if so what timeline do you want for this? Recall that passing a new/revised LUB will require (a) a redraft (b) first reading (c) public hearing and (d) final draft and approval (2<sup>nd</sup> and 3<sup>rd</sup> reading). We can probably get a simple revision done before the end of council term if that is the direction wants to go.

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

LUB Revision costs will form part of Budget 2025, with the estimated \$1,500 to come from reserves. The 2022 review – which was more extensive than what we are expecting in 2025 was in the \$6,500 range, and I note that other summer villages are budgeting anywhere from \$25,000 to \$45,000 for LUB rewrites in 2025 – but we do the work inhouse and that helps keep cost down, espectional for simple amendments.

**RECOMMENDED ACTION:**

- 1) That Council move into closed session, FOIP Section 23 Local Public Body Confidences and FOIP Section 29 Information that Is or Will Be Made Available to the Public, to discuss the LUB 2022-4 Follow-Up Survey Results.
- 2) That Council accept the Survey Results as information and authorized Administration to share the results via the website in redacted form to remove names and addresses or respondents.
- 3) That Council directs Administration to \_\_\_\_\_ (prepare a communication on the LUB survey results and next steps, or a redraft of certain sections of the LUB for further consideration, or some other direction as warranted).

<b>Initials show support</b> – Reviewed By: <b>CAO: D. Moskalyk</b>
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## Summer Village of Nakamun Park Request For Decision - (RFD) 2025-13

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>March 18, 2025</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>SDAB Pool – Trained and Certified Panelists and Clerks of Record</b>
<b>Agenda Item Number:</b>	<b>6(d) – Regular Business</b>

### **BACKGROUND/PROPOSAL:**

The municipality received Subdivision and Development Appeal Board Services through Milestone Municipal Services. Much as with other external appeal board services, the list of qualified candidates and certified SDAB members and clerks is updated on occasion. We usually review this annually within with the organizational meeting agenda, however we are aware of some changes at this time (see attached email) and we are looking to have the names updated ahead of the 2025 development seasons.

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

Many of the names offered in the email from Emily House (Milestone Municipal Services) are familiar to us from previous years or other boards, but a few new faces are good to see as well. In fact it is impressive to see a pool of members and clerks as large as noted, so we are in good hands with this service.

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

SDAB services are held on retained for \$300/year (total) with additional costs charged if/when the SDAB is actually called to action.

### **RECOMMENDED ACTION:**

- 1) That Council approve Denis Meier, John Roznicki, Rainbow Williams, Chris Zaplotinsky, Tony Siegel, Angela Duncan, Jamie-Lee Krale, Jason Shewchuk, John McIvor as certified SDAB Board Members for 2025, and that Emily House, Janet Zaplotinsky, and Cathy McCartney are approved as trained SDAB clerks for 2025, for the Summer Village of Nakamun Park.

<b>Initials show support – Reviewed By:</b>	<b>CAO: D. Moskalyk</b>
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**Date** Wed, 12 Mar, 25 12:13:44PM  
**From** emily@milestonemunicipalservices.ca  
**To** 'wendy wildwillowenterprises.com'  
wendy@wildwillowenterprises.com  
'Summer Village Office'  
administration@wildwillowenterprises.com  
svsouthview@outlook.com  
'West Cove Admin'  
svwestcove@outlook.com  
**Cc** 'svsunrisebeach wildwillowenterprises.com'  
svsunrisebeach@wildwillowenterprises.com  
cao@birchcove.ca  
'Nakamun Park'  
cao@svnakamun.com  
**Subject** RE: SDAB Board Members

Hi Wendy.

There have been some additions/deletions to the SDAB Members with this round of training.

The following are the trained Board Members and Clerks since about one week ago.

#### Board Members

- Denis Meier
- John Roznicki
- Rainbow Williams
- Chris Zaplotinsky
- Tony Siegel
- Angela Duncan
- Jamie-Lee Krale
- Jason Shewchuk
- John McIvor

The current trained clerks are as follows:

- Emily House
- Janet Zaplotinsky
- Cathy McCartney

Cathy is still a trained clerk but we only use her if there is a potential conflict with Janet or myself. Cathy is pretty busy these days.

Hope this helps.

Have a great day.

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-Emily

*Emily House*

*Executive Managing Director*

**Milestone Municipal Services Inc.**

**Phone:** 780.914.0997

**PO Box 1075, Onoway, AB T0E 1V0**

This message, including attachments, is intended for the recipient to whom it is addressed, and may contain confidential, personal, and or privileged information. Please contact the sender immediately if you are not the intended recipient, dissemination of this communication is prohibited. Any communication received in error, or subsequent reply, should be deleted or destroyed.

**From:** wendy wildwillowenterprises.com <wendy@wildwillowenterprises.com>

**Sent:** March 12, 2025 11:21 AM

**To:** emily@milestonemunicipalservices.ca

**Cc:** Summer Village Office <administration@wildwillowenterprises.com>; svsouthview@outlook.com; West Cove Admin <svwestcove@outlook.com>; svsunrisebeach wildwillowenterprises.com <svsunrisebeach@wildwillowenterprises.com>; cao@birchcove.ca; 'Nakamun Park' <cao@svnakamun.com>

**Subject:** SDAB Board Members

Good morning Emily - Angela let me know that she is working with you on the appointment of current SDAB board members and clerks for South View. Can you provide us with a list for each of our other communities so we can make sure we have everything current (I understand Cathy McCartney is no longer a clerk and do we get to add Angela to our communities other than South View?).

And we should ensure we do this annually? or just wait for you to provide us with changes (additions/deletions) as they come up?

Thanks

W

Wendy Wildman,

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## Summer Village of Nakamun Park Request For Decision - (RFD) 2025-14

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>March 18, 2025</b>
<b>Originated By:</b>	<b>Dwight Moskalyk, Chief Administrative Officer</b>
<b>Title:</b>	<b>WILD Water Commission 2025 AGM</b>
<b>Agenda Item Number:</b>	<b>6(e) – Regular Business</b>

### **BACKGROUND/PROPOSAL:**

The municipality is a member of the WILD Water Commission and as such we are invited to the Annual General Meeting. This year's meeting will be held on the evening of April 29<sup>th</sup>, 2025 with light refreshments. As a new business plan was recently adopted this may be a particularly interesting AGM to attend.

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

See the invite letter from Chairman Olsvik, dated February 12, 2025. If council (all or some) wishes to attend we should confirm registration of same to help the commission plan on their end.

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

Council remuneration costs would be the only cost of attending as there is no registration cost.

### **RECOMMENDED ACTION:**

- 1) That Council authorize the attendance of \_\_\_\_\_ (all or some of council) to the WILD Water Commission AGM on April 29, 2025 in Alberta Beach.

<b>Initials show support</b> – Reviewed By:	<b>CAO: D. Moskalyk</b>
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Email: [wildwatercommission@gmail.com](mailto:wildwatercommission@gmail.com)  
Phone: 780-967-0271  
Fax: 780-967-0431  
Mail: P.O. Box 8 Alberta Beach, AB T0E 0A0  
Office: 2317 TWP Rd. 545 In Lac. Ste. Anne County

February 12<sup>th</sup>, 2025

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

Dear Member,

**Re: WILD Water Commission - 2025 Annual General Meeting**

Please be advised that the Board of Directors scheduled the 2025 Annual General Meeting to be held on April 29<sup>th</sup>, 2025 at 6:30 p.m. at the Alberta Beach Seniors Centre located at 5012 49 avenue in Alberta Beach.

Members and guests are invited to stay after the meeting for a light snack and refreshments. Please RSVP to Administration at [wildwatercommission@gmail.com](mailto:wildwatercommission@gmail.com) by 4:00pm on April 22<sup>nd</sup>, 2025 that would be much appreciated.

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

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

cc: Members  
Board of Directors  
Commission Manager

21

**Date** Wed, 12 Mar, 25 2:04:02PM  
**From** Wildwillow Enterprises  
angela@wildwillowenterprises.com  
wendy.wildwillowenterprises.com  
wendy@wildwillowenterprises.com  
Summer Village Office  
administration@wildwillowenterprises.com  
**To** West Cove Admin  
svwestcove@outlook.com  
Dwight Moskalyk  
ddm@kronprinzconsulting.ca  
tori.wildwillowenterprises.com  
tori@wildwillowenterprises.com  
**Subject** A few highlights from recent meetings

Hello all,

I have had a number of meetings recently that have some highlights you may be interested in:

Alberta Municipalities Sustainability and Environment Committee meeting:

- EPR – they confirmed that all costs, including insurance costs, **MUST** be covered by the PROs (producers). For those communities (I think Silver Sands is our only one) that were set for the April 1 start, if the final agreements haven't been signed there will be a second start day of July 1. Phase 2 is currently planned to go ahead as previously scheduled.
- There is a new intake coming for the Climate Resilience Capacity Building Training Program. Basically this program trains municipal staff in small communities to develop business cases, risk assessments, and action plans to prepare the municipality for weather related events such as fire and flood. I am keeping an eye open for this intake, as I would love to participate.

Changes coming to the development and subdivision permitting process – This was discussed at the Sustainability and Environment Committee meeting, and was also brought up **NUMEROUS** times at the spring MLC. The province will be bringing in rules that will shorten the time line to approve certain permits and is pushing for automatic approval of permits that meet requirements. They were short on details, but this is definitely something we will want to keep our eye on.

Various Provincial Budget meetings – I think many of us attended the GoA and ABmunis provincial budget engagements, so I won't go into detail, especially since there is a plethora of information in the [ABmunis Budget Analysis](#). However I will point out that although LGFF-C funding is going up by \$96 Million, overall capital funding to municipalities is down 1%.

ABmunis President's Summit and MLC – this conference was well done and there was lots of interesting discussion, much of which focussed on civility and harassment in local government. A couple of important things to note, in addition to my above comments regarding Development and Subdivision Permits:

- Changes are coming to the LAEA and MGA prior to the 2025 municipal elections. I don't believe that the changes will impact our communities as they seem to be focusing on campaign finance disclosure and some specific requirements that will apply to the Town of Jasper.
- Minister Ellis confirmed that in 2026 there will be a **MINIMUM** 39% increase to the municipal contribution to provincial policing costs.

Thanks,

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**HIGHWAY 43 EAST WASTE COMMISSION SECTION - 300 POLICY - 307**

**TITLE:** Community Improvement

**LEGISLATIVE REFERENCE:** N/A

**APPROVAL/RESOLUTION NUMBER:** 7-2025

**DATE:** JANUARY 28, 2025

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**PURPOSE:** The Highway 43 East Waste Commission will provide no charge tipping fee to member municipalities who proceed with demolishing and removing tax sale properties or unsightly and derelict properties, if the said demolition and cleanup results in a negative value for the municipality.

**GUIDELINES:**

This policy shall be implemented in accordance with the following criteria:

1. Municipality must submit request to access landfill either with own forces or contracted assistance to depose of property that is subject of a tax sale and/or unsightly clean-up order.
2. The municipality will provide proof the cost of demolition is greater than the assessed or appraised value of the parcel based on the quotes/estimates of demolition.
3. The ability to utilize the main landfill for this purpose will be provided to all members of the Highway 43 East Waste Commission.
4. The Manager will provide the Board an annual update on number times members have utilizing this policy.
5. All rules for using the Highway 43 East Waste Commission landfill will apply (i.e. separation of material (wood, shingles, metal), hazardous waste, etc.).
6. The Manager has authority to approve or deny. Any member who has been denied may appeal to the Board for review.

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ALBERTA  
MUNICIPAL AFFAIRS

Office of the Minister  
MLA, Calgary-Hays

AR117795

February 27, 2025

Dear Chief Elected Officials:

I am writing to share information with you about *Budget 2025*, tabled in the Alberta Legislature by my colleague, the Honourable Nate Horner, President of Treasury Board and Minister of Finance. Below are some details relevant to Alberta Municipal Affairs.

*Budget 2025* is meeting the challenges facing Alberta with responsible decisions to fund today's priorities, investing more than \$1 billion to build stronger communities provincewide. Through these investments, my ministry will continue to support local governments in providing fiscally responsible, collaborative, and accountable services to Albertans.

Last year, Municipal Affairs introduced the Local Government Fiscal Framework (LGFF), delivering predictable capital infrastructure funding to municipalities and Metis Settlements across Alberta. The LGFF represents years of collaboration between the province and local governments, replacing the Municipal Sustainability Initiative with a modern and predictable model.

LGFF funding allocations for the 2025/26 fiscal year have been known to communities for several months. Thanks to the LGFF's revenue index factor, which ties the funding level to provincial revenue from three years prior, *Budget 2025* increases LGFF capital funding by more than 13 per cent, from \$722 million to \$820 million. This increase will help your communities achieve their local infrastructure priorities. *Budget 2025* also maintains LGFF Operating funding at \$60 million to assist with operational costs and help respond to inflationary pressures. This grant was doubled in 2023 to reflect lost municipal revenue through the Grants in Place of Taxes program.

*Budget 2025* also increases funding for the Grants in Place of Taxes program (GIPOT). Over the last few years, we heard loud and clear from municipalities that have provincially run buildings within their boundaries about the need for stronger recognition of the impact provincial properties have on municipal services. Starting in the 2025/26 fiscal year, GIPOT will be paid to municipalities at 75 per cent of the property tax amount that would be owed if the properties were subject to municipal taxation. Next year, in 2026/27, GIPOT will be fully restored to 100 per cent.

.../2

In light of these increases, the Local Growth and Sustainability Grant (LGSG) program will not continue. Introduced in *Budget 2024*, this three-year, \$60-million grant program aimed to alleviate pressures in fast-growing communities. We received numerous applications from municipalities for the initial \$20 million in LGSG funding allocated in 2024. Those funds will still be distributed, with successful applicants notified by the end of March 2025. However, after careful consideration, our government made the difficult decision to discontinue the LGSG program for *Budget 2025* and focus the investment of taxpayer dollars into other areas, including a comprehensive capital plan to enhance public infrastructure.

As in previous years, *Budget 2025* includes capital support through the federal Canada Community-Building Fund and Investing in Canada Infrastructure Program. We are also maintaining funding levels for public libraries, with more than \$33 million going toward operating grants across the province.

*Budget 2025* is meeting the challenge of the cost of living by helping families keep more money in their pockets through lower personal income taxes and continuing investments in education and health care. Our municipal partners are integral to our work. As we face global uncertainties, I look forward to working together over the next year as we continue to build strong, vibrant, and sustainable communities that help keep our province the best place in Canada to live, work, and raise a family.

Sincerely,

A handwritten signature in blue ink that reads "Ric McIver". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Ric McIver  
Minister

(25)