



## SUMMER VILLAGE OF HORSESHOE BAY

Minutes of Regular Meeting  
Saturday April 15, 2023  
Martin Recreation Centre  
11:00 a.m.

**IN ATTENDANCE:** Mayor: Gary Burns  
Deputy Mayor: Dave Amyotte  
Councilor: Marg Laberge  
  
CAO: Norman Briscoe  
Assistant Administrator: Debbie Tyson

1. **CALL TO ORDER** Mayor Gary Burns called the meeting to order at 10:58 a.m.
  
2. **ACCEPTANCE OF AGENDA**  
*Res. No. 23-04-15-021* MOVED BY Deputy Mayor Dave Amyotte that the agenda be adopted with the following additions:  
8. 1) Summer Activities  

-Carried-
  
3. **APPROVAL OF MINUTES**  
*Res. No. 23-04-15-022* MOVED BY Mayor Gary Burns that the minutes of the January 7, 2023 regular meeting be approved as presented.  

-Carried-
  
4. **PUBLIC HEARING** None
  
5. **DELEGATIONS** JMD Group LLP - December 31, 2022 Audited Financial Statements  
*Res. No. 23-04-15-023* MOVED BY Councilor Marg Laberge that council adopt the December 31, 2022 Audited Financial Statements as presented by Richard Jean, CPA of JMD Group LLP.  

-Carried-
  
6. **BYLAWS**
  - a) **Appointment of CAO Bylaw 139-2023**  
*Res. No. 23-04-15-024a* MOVED BY Deputy Mayor Dave Amyotte that Bylaw No. 139-2023, Appointing Debbie Tyson as CAO effective May 1, 2023, be given first reading.  

-Carried-
  
  - Res. No. 23-04-15-024b* MOVED BY Councilor Marg Laberge that Bylaw No. 139-2023, be given second reading.  

-Carried-

*Res. No. 23-04-15-024c* MOVED BY Deputy Mayor Dave Amyotte that Bylaw No. 139-2023, be presented at this meeting for third and final reading.

**-Carried Unanimously-**

*Res. No. 23-04-15-024d* MOVED BY Mayor Gary Burns that Bylaw No. 138-2023, to appoint Debbie Tyson as CAO, be given third and final reading.

**-Carried-**

**7. OLD BUSINESS**

**a) LGFF Presentation to GOA**

*Res. No. 23-04-15-025* MOVED BY Councilor Marg Laberge that Council accept the report for discussion and information.

**-Carried-**

**b) Joint Use and Planning Agreements**

*Res. No. 23-04-15-026* MOVED BY Deputy Mayor Dave Amyotte that council accept the report for discussion and information.

**-Carried-**

**8. NEW BUSINESS**

**a) 2023 Budget & 3 Year Plan**

*Res. No. 23-04-15-027* MOVED BY Mayor Gary Burns that council approve the 2023 Municipal Operating and Capital Budgets and 3 year plan, as per Section 242(1) & 245 of the MGA, as follows:

<b>Revenue</b>	
Total Property Revenue	\$ 135,510
Less: Requisitions	40,460
<b>Net Municipal Property Taxes</b>	<b>95,050</b>
Other Revenue	5,560
Government Transfers for Grants, Op & Capital	424390
<b>Total Revenue</b>	<b>525,000</b>
<b>Expenses</b>	
Operating Expenses	502,000
Revenue over Expenses before Capital Expenditures	23,000
Tangible Capital Additions	-120,000
Deficiency of Revenues over Expenses, before non-cash items	-97,000
Adjustment for non-cash items:	
Amortization	81,873
Transfer from Unrestricted Surplus	15,127
<b>Financial Plan Balance</b>	<b>\$ 0</b>

**-Carried**

**b) CAO Committee & Board Appointments**

*Res. No. 23-04-15-028*

MOVED BY Councilor Marg Laberge that the following appointments being held by the Summer Village CAO, be assumed by Debbie Tyson, effective with her appointment as CAO.

- Development Authority & Development Officer
- Intermunicipal Subdivision & Development Appeal Board Clerk
- Municipal Planning Commission Clerk
- Intermunicipal Assessment review Board Assistant Clerk
- Intermunicipal Development Plan (IDP) Committee Member
- Weed Control Inspector
- Freedom of Information and Protection of Privacy Officer

-Carried-

**c) Change in Banking Officials**

*Res. No. 23-04-15-029*

MOVED BY Deputy Mayor Dave Amyotte that the banking signing officers for the Summer Village of Horseshoe Bay, at the Service Credit Union are as follows: Gary Burns and/or Dave Amyotte and/or Marg Laberge sign in the Mayor's position AND Debbie Tyson sign in the Administrator's position.

-Carried-

**d) Alberta Community Partnership (ACP) Grants**

*Res. No. 23-04-15-030*

MOVED BY Deputy Mayor Dave Amyotte that council accept the report as presented, for discussion and information.

-Carried-

**e) Road Maintenance, Snow Removal, & Weed Control Servicing Agreement**

*Res. No. 23-04-15-031*

MOVED BY Deputy Mayor Dave Amyotte that council approve the amended Road Maintenance, Snow Removal & Weed Control Agreement with the County of St. Paul, effective upon signing and remain in effect until December 31, 2027.

-Carried-

**f) Elected Officials Professional Development**

*Res. No. 23-04-15-032*

MOVED BY Mayor Gary Burns that council implement no changes to Policy #7 Travel and Expense Policy.

-Carried-

**g) KPMG Regional Municipal Service Delivery Options Study**

*Res. No. 23-04-15-033*

MOVED BY Deputy Mayor Dave Amyotte that council accept the report as presented, for discussion and information.

-Carried-

- h) **Municipal Census**  
*Res. No. 23-04-15-034*      MOVED BY Mayor Gary Burns that council accept the report as presented, for discussion and information.
- Carried-
- i) **Moved to Closed Session**
- j) **FCC AgriSpirit Grant**  
*Res. No. 23-04-15-035*      MOVED BY Councilor Marg Laberge that council accept the report as presented, for discussion and information.
- Carried-
- k) **Date for AGM & Canada Day Celebration**  
*Res. No. 23-04-15-036*      MOVED BY Councilor Marg Laberge that council proceed with an in-person Annual General Meeting to be held Saturday, July 1, 2023 at Martin Recreation Center, followed by a Canada Day Celebration.
- Carried-
9. **COUNCIL REPORTS**  
*Res. No. 23-04-15-037*      MOVED BY Deputy Mayor Dave Amyotte that council accept the Council reports as presented.
- Carried-
10. **CAO REPORT AND ACTION LIST**  
*Res. No. 23-04-15-038*      MOVED BY Mayor Gary Burns to accept the CAO Report and Action List as presented.
- Carried-
11. **FINANCIAL REPORTS**  
*Res. No. 23-04-15-039*      MOVED BY Mayor Gary Burns that the financial reports for the 3 months of January, February & March, 2023, be accepted as presented, including cheque numbers 2722 to 2764 in the amount of \$73,342.90.



-Carried-

**12. CORRESPONDENCE**

a) **STEP Meeting Notes**

*Res. No. 23-04-15-040*

MOVED BY Deputy Mayor Dave Amyotte to accept the February 17, 2023 STEP Meeting Notes for information.

-Carried-

*Res. No. 23-04-15-041*

MOVED BY Councilor Marg Laberge to accept the correspondence from Alberta Municipal Affairs regarding upcoming changes in Alberta Building codes.

-Carried-

**13. CONFIDENTIAL ITEM**

*Res. No. 23-04-15-042*

MOVED BY Councilor Marg Laberge that council move to a closed session at 2:46 pm to discuss a Third Party Personal privacy matter per FOIP Section 17.

-Carried-

*Res. No. 23-04-15-043*

MOVED BY Deputy Mayor Dave Amyotte that council return to open meeting at 2:58 pm.

-Carried-

**14. NEXT MEETING**

*Res. No. 23-04-15-044*

MOVED BY Councilor Marg Laberge to set the next regular Council meeting to be held in-person at Martin Recreation Center, on May 13, 2023 at 11:00 a.m.

-Carried-

**15. ADJOURNMENT**

Being that the agenda matters have been concluded the meeting adjourned at 3:01 p.m.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief Administrative Officer