

# Summer Village of Horseshoe Bay

Agenda: Regular Meeting

Saturday, April 10, 2021

To be held by ZOOM electronic meeting at

Email: [svhorseshoebay@gmail.com](mailto:svhorseshoebay@gmail.com)

10:00 a.m.

1. CALL MEETING TO ORDER
2. ACCEPTANCE OF THE AGENDA
  - a) Additions to Agenda
3. ADOPTION OF PREVIOUS MINUTES
  - a) February 20, 2021 Special Council Meeting
  - b) March 3, 2021 Special Council Meeting
4. PUBLIC HEARINGS – none
5. DELEGATIONS
  - a) JMD Group: Presentation of Audited Financial Statements y/e December 31, 2020
6. BYLAWS
7. OLD BUSINESS
  - a) 2021 Budget & Tax Rates
  - b) STEP Ec. Dev. Alliance update report
8. NEW BUSINESS
  - a) 2021 Municipal Election
  - b) Adoption of 3 Regional Workplace Policies
  - c) Future of Municipal Governments
  - d) Senate Selection & Referenda Vote
  - e) Village Census
  - f) ASVA Workshop-Planning and Development 101
  - g) AUMA Municipal Leaders Caucus
9. COUNCILLOR REPORTS
10. CAO REPORT AND ACTION LIST
11. FINANCIAL REPORTS.
  - a) For the 3 months ended March 2021 and cheque log January 1, 2021 to March 31, 2021
  - b) Grants update
12. CORRESPONDENCE
  - a)
13. NEXT MEETING
14. ADJOURNMENT



# Summer Village of Horseshoe Bay

P.O. Box 1778  
St. Paul, AB T0A 3A0  
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Email: svhorseshoebay@gmail.com  
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## Agenda Item Summary Report

**Agenda Item 3.a)** Minutes of February 20, 2021 Special Meeting  
Minutes of March 3, 2021 Special Meeting

**Meeting Date:** April 10, 2021

### Background/Discussion/Options

Minutes of the February 20, 2021 Special council Meeting are attached, for approval.  
Minutes of the March 3, 2021 Special council Meeting are attached, for approval.

### Recommendation/RFD/Comments

MOVED BY Eli that the minutes of the February 20, 2021 Special council meeting be approved as presented.

-Carried- ✓

MOVED BY Dave that the minutes of the March 3, 2021 Special council meeting be approved as presented.

-Carried- ✓

## SUMMER VILLAGE OF HORSESHOE BAY

MINUTES OF SPECIAL MEETING OF COUNCIL, HELD  
SATURDAY, FEBRUARY 20, 2021  
TO BE HELD BY ZOOM ELECTRONIC MEETING  
AT EMAIL: [SVHORSESHOEBAY@GMAIL.COM](mailto:SVHORSESHOEBAY@GMAIL.COM)  
COMMENCING 11:00 A.M.

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NOTICE OF THIS MEETING WAS GIVEN UNDER AUTHORITY OF SECTION 194 OF THE MUNICIPAL GOVERNMENT ACT (by telephone or in writing) TO EACH MEMBER OF COUNCIL.

**IN ATTENDANCE:** Mayor: Gary Burns  
Deputy Mayor: Dave Amyotte  
Councilor: Eli Gushaty  
  
CAO: Norman Briscoe  
Recording Secretary: Diane Briscoe

Three (3) members of the public were also in attendance.

1. **CALL TO ORDER** Mayor Gary Burns called the meeting to order at 11:00 a.m.
  
2. **ACCEPTANCE OF AGENDA**  
*Res. No. 21-02-20-022* MOVED BY Eli Gushaty that the agenda be adopted with the addition of item 4.f).  

**-Carried-**
  
3. **APPROVAL OF MINUTES**  
*Res. No. 21-02-20-023* MOVED BY Mayor Gary Burns that the minutes of the January 9, 2021 regular council meeting be approved as presented.  

**-Carried-**
  
4. **BUSINESS**
  - 4.a) *Res. No. 21-02-20-024* STEP Economic Development Alliance MOU  
MOVED BY Deputy Mayor Dave Amyotte that Council approve the Memorandum of Understanding from the STEP Economic Development Alliance, as presented.  

**-Carried-**
  
  - 4.b) *Res. No. 21-02-20-025* ACP Scope Change Re: Fiera Wetland Assessment  
MOVED BY Mayor Gary Burns that council accept the scope and cost changes required for the Stormwater Management Project, for the Wetland Assessment.  

**-Carried-**



- 4.c) *Res. No. 21-02-20-026* Bridge Assessment, Repair & Rehabilitation  
MOVED BY Deputy Mayor Dave Amyotte that WSP Engineering be hired to undertake a full assessment of the bridge on TWP594, for a cost of (up to) \$7,000.  
**-Carried-**
- 4.d) *Res. No. 21-02-20-027* Boat Launch Extension  
MOVED BY Councilor Eli Gushaty that the Summer Village of Horseshoe Bay proceed with the boat launch extension & rehabilitation project and approve the purchase of the ramps from Robertson Group Ltd. for a cost of (up to) \$30,000.  
**-Carried-**
- 4.e) *Res. No. 21-02-20-028* Subdivision Designation of Remainder Lot R1  
MOVED BY Deputy Mayor Dave Amyotte that council authorize Explore Surveys to change the designation of all R1 Lots to MR and proceed with registration with Land Titles.  
**-Carried-**
- 4.f) *Res. No. 21-02-20-029* MCCAC Municipal Energy Manager Program  
MOVED BY Mayor Gary Burns that council agree to partner with the County of St. Paul, the Town of St. Paul and the Town of Elk Point for the Municipal Climate Change Action Centre (MCCAC), Municipal Energy Manager program.  
**-Carried-**

## 5. ADJOURNMENT

Being that the agenda matters have been concluded the meeting adjourned at 11:45 a.m..

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

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



# SUMMER VILLAGE OF HORSESHOE BAY

MINUTES OF SPECIAL MEETING OF COUNCIL, HELD  
WEDNESDAY, MARCH 3, 2021  
TO BE HELD BY ZOOM ELECTRONIC MEETING  
AT EMAIL: SVHORSESHOEBAY@GMAIL.COM  
COMMENCING AT 1:00 P.M.

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NOTICE OF THIS MEETING WAS GIVEN UNDER AUTHORITY OF SECTION 194 OF THE MUNICIPAL GOVERNMENT ACT (by e-mail) TO EACH MEMBER OF COUNCIL

Present: Mayor Gary Burns  
Deputy Mayor Dave Amyotte  
Councillor Eli Gushaty  
CAO Norman Briscoe  
Secretary Diane Briscoe

1. **Call to Order**

Mayor Gary Burns called the meeting to order at 12:55 p.m.

2. **Acceptance of Agenda**

*Res. No. 21-03-02-030*

MOVED BY Deputy Mayor Dave Amyotte that the agenda be adopted as presented.

**-Carried-**

3. **Business**

a) *Res. No. 21-03-02-031*

**Bylaw 132/2021 to Designate R lots as MR Lots**

MOVED BY Mayor Gary Burns that Bylaw 132/2021 designating Summer Village R (Reserve) lots to (MR) municipal reserve lots, be given first reading.

**-Carried-**

b) *Res. No. 21-03-02-032*

MOVED BY Deputy Mayor Dave Amyotte that Bylaw 132/2021 be given second reading.

**-Carried-**

c) *Res. No. 21-03-02-033*

MOVED BY Councilor Eli Gushaty that Bylaw 132/2021 be presented at this meeting for third and final reading.

**-Carried Unanimously-**

d) *Res. No. 21-03-02-034*

MOVED BY Mayor Gary Burns that Bylaw 132/2021 be given third and final reading.

**-Carried-**

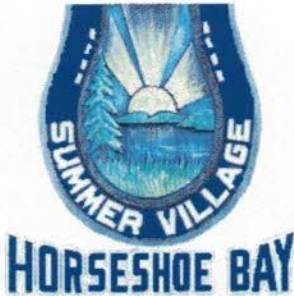
4. **Adjournment**

Being that the agenda matters have been concluded, the meeting adjourned at 1:00 p.m.

\_\_\_\_\_  
Gary Burns Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Norman Briscoe, CAO



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## Agenda Item Summary Report

**Meeting Date:** April 10, 2021

**Agenda Item 3.a)** DELEGATION: JMD Group – 2020 Audited Financial Statements

### Background/Discussion/Options

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As per the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, Section 602, audited financial statements must be prepared and submitted to the Minister by May 1 of the year following the year for which the statements have been prepared. JMD Group was appointed as the Village auditors at the Organizational meeting in July, 2020.

Once approved the audited financial statements will be made available to the public on the Village website.

#### Attachments:

- Consolidated Financial Statements for the Year Ended December 31, 2020.
- Auditors Letter to Council
- Auditors Management Letter

### Recommendation/RFD/Comments

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MOVED BY Gary Burns that Council approve the 2020 Audited Financial Statements as presented by JMD Group.

-Carried-





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## Agenda Item Summary Report

### Agenda Item 7.b) STEP Activity and Project List

**Meeting Date:** April 10, 2021

#### Background/Discussion/Options

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Received this item this morning from Linda Sallstrom, Economic Development Officer, asking us to put it on the April 10, 2021 agenda.

She notes that this is an update from STEP to Council and they are not seeking approval. However, they are open to feedback and comment.

The STEP Activity and Project List is attached.

#### Recommendation/RFD/Comments

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Any action required by council will be determined after discussion.

7.b)



Norman Briscoe &lt;svhorseshoebay@gmail.com&gt;

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**STEP Update**

1 message

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**Linda Sallstrom** <lsallstrom@stepeconomicdevelopment.ca>

Fri, Apr 9, 2021 at 10:30 AM

To: svhorseshoebay@gmail.com

Norm

I know this a late request for an addition to the Council package, however, I have attached the STEP Project List to be added to the package. Please note that this is an update from STEP to Council and we are not seeking approval. Tim, as our STEP rep, will be able to speak to this and we are, of course, open to feedback and comment.

If you need anything further, please do not hesitate to give me a call.

*Linda Sallstrom*

Economic Development Officer

780-646-2975

[lsallstrom@stepeconomicdevelopment.ca](mailto:lsallstrom@stepeconomicdevelopment.ca)[www.stepeconomicdevelopment.ca](http://www.stepeconomicdevelopment.ca)**STEP**St. Paul / Elk Point  
Economic Development Alliance

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**STEP Memo 4-8-21 - Project List for Council (002).doc**  
196K



## Outlook

market research  
and consulting

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*focus is on & ensuring  
job retention & creation*

**To:** Linda Sallstrom  
**From:** Mark Baxter  
**Date:** April 8, 2021  
**Re:** STEP Activity and Project List for Council

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### Purpose

As per the March 12, 2021 STEP meeting, I am providing the list of proposed activities projects for review by the Councils. Once you have gathered any feedback we can review comments and resume completion of the STEP Strategic and Tactical Plan.

The full Project List is expansive and would require many partners, years, and funding sources to complete. The immediate purpose of the list is to provide STEP a list of internal activities and internal/external projects to consider as part of the STEP Strategic and Tactical Plan.

### Methodology

The preliminary source for the Project List is the BRE-WD surveys and in-depth interviews completed recently. In addition, the consulting team reviewed a number of other documents and sources to develop the list:

- Regional Economic Development Readiness Assessment and Capacity Building Plan
- County of St. Paul Strategic Plan
- Town of St. Paul Strategic Plan
- Town of Elk Point Strategic Plan
- Town of Elk Point EDC Strategic Plan
- STEP Committee Input
- Council Expectation Notes
- Alberta HUB Reports
- Various Reports

See Appendix A as an **example of the research** that supports the Project List. "Broadband" was used as an example.



## STEP Primary Objective

The EDO must develop STEP as the centralized source for regional economic development information from municipalities, GOA, educational institutions, and businesses. All municipal partners should commit to providing any economic development-related information relative to STEP on a proactive and reactive basis. STEP should be the vehicle to share information and leverage resources creating new regional economic development opportunities. Empowering STEP will empower each of the members.

## STEP Activities

### Regional Engagement

- Develop STEP as the centralized source for regional economic development information from municipalities, GOA, educational institutions, and businesses. This will:
  - I. Foster Information Sharing
  - II. Reduce Duplication
  - III. Leverage Economies of Scale
- Develop protocols for consistent and ongoing utilization of STEP and EDO to centralize economic development and inform decision making process/strategic planning
- Align STEP Priorities with Municipal Strategic Plans
- Proactively develop partnerships
- Post Covid BRE-WD Follow Up
- Promote BRE-WD as an Ongoing Program with Periodic Business Engagement (e.g., Surveys)
- Deliver helpful business and workforce development information/resources to regional businesses

### STEP Marketing and Communications

- Investment Attraction Capacity Building
  - STEP Website Additions
  - Site Selection Marketing & Data Products
  - Ad Hoc Materials as per Stakeholder Requests
- Coordination of Site Selection Info and Marketing with Municipalities
- Shop Local Support – Retail, Procurement, Contract/Trades Opportunities

### Grant Procurement

- Grant Research (relating to listed projects and EDO position continuation)
- Grant Writing
- Grant Management

### Economic & Workforce Development Projects

- EDO to undertake select projects
- EDO to manage select projects (funding, contracting, project management, etc.)
- Provide STEP membership with a summary report by March 2022 regarding the regional status of all activities/projects in the STEP Strategic and Tactical Plan. This does not mean that all projects are the responsibility of STEP, but that STEP will act as a centralized source of information about the status of these projects.

## Regional Economic & Workforce Development Project List

The list below represents a set of potential regional economic and workforce development projects culled from the research in the BRE-WD Project. It is no chronological order. But we have denoted in 'general terms' which projects the STEP Committee has deemed of more immediate priority:

- Red bullet denotes a short-term (higher priority) items for STEP to review
- Black bullet denotes a medium to long term items for STEP to review

The BRE-WD Projects denoted as red bullets does not mean they will be completed in 1 year - but they will be addressed with greater urgency in terms of scoping, funding, and some project initiation.

Broadband (This issue is foundational to everything else being developed)

- Broadband Situation Analysis
- Broadband Opportunity Analysis
- Community Broadband Business Plan

Agriculture Strategy

- Value Added Agriculture Situation Analysis; a few priorities:
  - Hemp Project
  - Protein Project
  - LARA – research/partnerships/marketing existing work
  - Seed Cleaning Plant Expansion
- Value Added Agriculture Opportunity Analyses
  - Hemp Project
  - Protein Project
  - LARA – research/partnerships/marketing existing work
  - Seed Cleaning Plant Expansion
  - Slaughter facilities Feasibility Study
  - Alternative Crops/Greenhouses
  - Agricultural Waste
  - Honey Processing
- Regional Food Security Project – Shop Local Marketing and Producer Assistance

Tourism Strategy

- Tourism Capacity Building Project
- Product and Destination Development/Tourism Entrepreneurship
  - Tours/Packages
  - Food Tourism Initiative
  - Lake Country
- Tourism Marketing Project

Aviation

- Aviation Situation Analysis including UVS
- St. Paul Airport Opportunity Analyses
- Elk Point Airport Opportunity Analyses



#### Transportation/Logistics

- Transportation Study Update (Alberta HUB)
- Infrastructure Advocacy Initiative

#### Energy & Waste

- Waste & Energy Situation Analysis
- Waste & Energy Opportunity Analysis
- Solar Projects; Net Zero; Solar in Elk Point (Raymond AB Solar Town).
- Wind/Turbine Project
- Natural Gas Opportunities project
- Lithium Production Project
- Biomass Project
- Town of St. Paul Energy Manager ties to STEP

#### Medical Hub

- Medical Sector Situation Analysis with Local Hospital and Providers
- Private Medical Venture Opportunity Analysis
- Medical Services Advocacy Projects
- Regional Psychiatric Wrap Around Services
- Alaxo Airway Stents – Downstream Opportunity Research

#### Indigenous Relations Strategy

- Research Economic Development and Labour Market Initiatives
- Research Funding Opportunities
- Consultations and Relationship Development with STEP
- Facilitate Execution by Chamber of Commerce and Municipalities
- Provide Partners Data from the BRE-WD Project

#### Portage College

- Food Science Centre Project Development
- Food Incubators Project Development
- Pea Flour Marketing
- Food Hub Concept

#### Municipal

- Red Tape Reduction
- Business Attraction and Expansion Incentives
- Rezoning and Land Use Planning Research for Economic Development
- Crime Reduction and Policing Advocacy on Behalf of Business
- Restorative Justice Project
- Leverage Land Use & Market Analysis Town of Elk Point/County of St. Paul Intermunicipal Fringe for Economic Development

#### Covid Recovery

- Inform Businesses on Covid Recovery Resources
- Planning for Future Instances of Regional Economic Disruption



## Recreation

- Leverage Multi-Lateral Recreation Agreement for Economic Development
- Recreation Facility Feasibility Study
- Conference Ready Community Project – Phase 2
- Develop Parks and Green Spaces (Skate Park Area Along Trail, Lower Theirien Lake/Lagasse Park, Elk Point ASP Recreation Space)
- Iron Horse Trail – Report Near Completion

## Immigration Settlement Support Program

- Advocate/Inform Regional Businesses on Alberta Labour and Immigration Programs/Services Regarding Immigration
- Section One Project - Supporting Newcomer Integration
- Section Two Project - Settlement, Integration and Language Projects - Workforce Development Training Initiative.

## Worker Attraction

- Advocate/Inform Regional Businesses on Alberta Labour and Immigration Programs/Services Regarding Worker Attraction
- Regional Marketing and Worker Attraction Project: developing brand proof points & communication tools for businesses to attract workers, marketing campaign to attract workers could serve numerous purposes, including marketing the region, QOL, doctor recruitment, tourism etc. \* This project has likely GOA funding possibilities, and satisfies elements of almost all the other 20 suggest project areas.
- Research/Develop Regional Job Posting Resources
- Help Promote High-Demand Jobs in the Region to Workforce
- Housing for Newcomer Projects

## Worker Retention

- Advocate/Inform Regional Businesses on Alberta Labour and Immigration Programs/Services Regarding Worker Retention
- Develop Worker Retention Toolkit for Employers; \*Top 10 List to Retain Employees (Chamber?)
- Develop Youth Retention Strategy (via Employment/Training Opportunities)
- Develop HR101 Resource for Small Business; \*Market HR Services – existing services: Lakeland HR (local), Chamber Plan (ACC Value Add), PayWorks (ACC Value Add), Peninsula (ACC Value Add), Vexxit (ACC Value Add)

## Worker Development

- Advocate/Inform Regional Businesses on Alberta Labour and Immigration Programs/Services Regarding Worker Development
- Work with Colleges to Identify New/Altered Training Program Needs from Business Input  
\*See GOA 2030 Plan "[Alberta 2030: Building Skills for Jobs | Alberta.ca](#)
- Develop Partnerships On-Site Course Development for Regional Organizations
- Develop or Advocate for Customer Service Training; \*Customer Service Toolkit (Chamber?)

## Entrepreneurship

- Promote Entrepreneur Supports (Currently Exist With CF, Business Link Etc.)

- Identifying Gaps in Services and Products
- Opportunity Fair (Filling Gaps, Franchise Info, Buy-Sell Business)

## **Next: Strategic and Tactical Plan**

Once this Memo has been reviewed by the Councils, the BRE-WD Project will be finalized in a report in May 2021. The final report will include all of the items listed in STEP Activities and Regional Economic & Workforce Development Project List in spreadsheet form. We will refer to this tool as the STEP Planning Sheet.

This STEP Planning Sheet will be a working document going forward that will be used by the STEP EDO to report on her Activities and monitor the status of all Projects. The STEP Planning Sheet will be presented to the STEP Committee on an ongoing basis to update Activity and Project progress, and will be presented Council in March 2022.

# Appendix A: Supporting Broadband

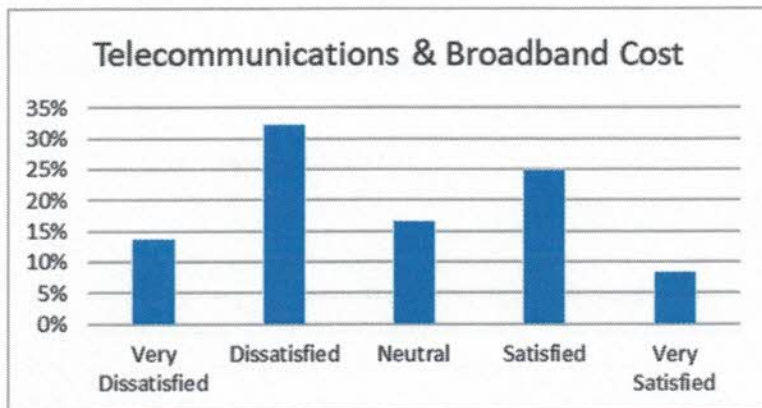
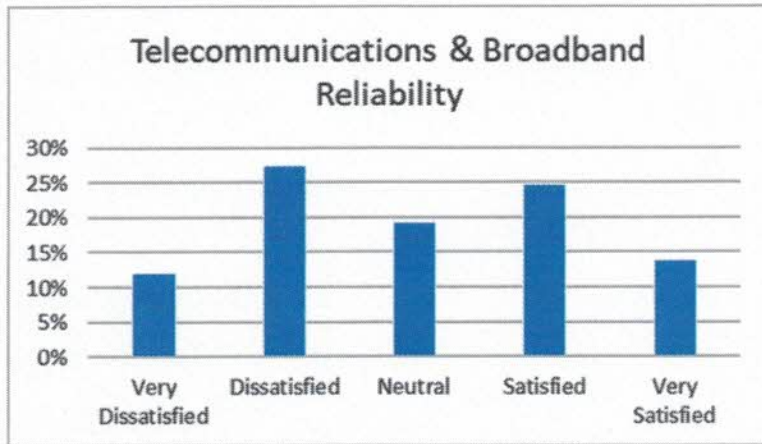
## STRATEGIC PRIORITY

- Increase regional broadband connectivity and quality, and lower costs.

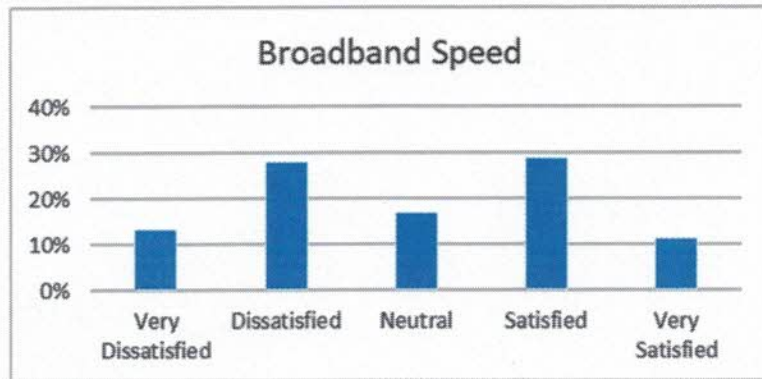
## SUPPORTING RESEARCH

### BRE-WD Survey

Out of 49 factors of satisfaction in the community as a place for respondent's companies to do business, broadband was the lowest rated. 43/49 community factors were rates as positive ("satisfied and very satisfied" combined greater than "unsatisfied and very unsatisfied" combined). All 3 of the broadband-related factors were viewed negatively.







Do you have any suggestions for improving the items above that you gave lower ratings to?  
Improvements to rural internet would be amazing.

- *Faster internet and more money put to economic development*
- *GRANTS so rural municipalities could secure proper consistent internet to put us in a position to recruit potential business that rely on this.*
- *Even though we have fibre optic internet in town, it still doesn't have a strong reliable service.*

What is the most important thing(s) that municipalities can do to attract or retain business in the region?

- *Faster, more Reliable Internet*
- *INTERNET!!!!*

We have covered many issues. Please help us set some priorities on how STEP can help your business or what we should work on to help all of our existing businesses grow and expand. Please provide any additional comments.

- *Help with broadband, bring growth opportunities and help develop a plan for existing businesses growth.*
- *Broadband - we need access to more affordable broadband.*
- *We need an effective internet provider*

Government Assistance: If you have a concern that requires immediate attention and you would like to see brought to the attention of the County of St. Paul, Town of St. Paul, Town of Elk Point, and Summer Village of Horseshoe Bay, please provide a brief description of the issue to be flagged and our Committee will forward it to the appropriate party for follow up.

- *Broadband access to all municipalities.*

## **BRE-WD Interviews**

### Covid

*The internet is needed now more than ever (because of COVID). More than it has ever been before. SO that is a positive effect for our business (ISP) but maybe also a positive effect that will see better and more widespread implementation of broadband in more rural areas. So, in that light, the pandemic has had a real positive effect.*

*The biggest concern moving forward with the pandemic is the Feds are throwing a lot of money towards broadband – and, it is hard to tell what is happening and whether that money goes to the big telecommunication companies and how much is diverted to major centers versus getting access to other parts of the Province.*

### Barriers for ISP's

*Currently government regulations create barriers for the providing internet access – mostly federal - the CFDC creates a lot of issues. Fiber to the home and deciding what the wholesale rate to sell fibre will be is a big issue. The CFDC is deciding what to charge WHILE we build fibre to home network and I don't know what the price will be, how much I can charge or if it is even worth putting the fibres in the ground.*

### Minimizing Obstacles

*We need to negotiate and try to expand our BROADBAND – the strategic vision should be to develop business. Without fibre there is NO GROWTH. Yes, there are other things that your average citizen might consider more important, but we need to start looking at the reality. The town will not grow without fibre.*

*The Town of St. Paul is OK because we have broadband. But the region really struggles. Especially businesses.*

*Regional broadband is a big thing. We need to look for new innovation. We need to allow the businesses to grow and have town forum expressing this need. I think the region is in a transition from oil and gas to something else and the obstacles have more to do with being opening up to small business ideas and help facilitate it. Broadband allows that.*

*We need technology so people can move here. We have everything else that we need - houses, daycares, schools, community, etc.*

*Broad band – high taxes – those are probably the two biggest barriers to growth. After putting all your eggs in the oil basket for so long – it is time for people to find ways to diversify. Without broad band people are forced to rely on traditional (labour-intensive) sources of income or move away.*

### What's Missing

*We NEED broadband first and foremost. Broadband would help a lot. We need to change our outlook and show kids that it is a steppingstone to growth in the region.*

*Broadband – for the region. It's not only for businesses. I mean, there is good access in St. Paul but that doesn't address problems in the region. Kids don't want to stay in the rural areas because they can't get access to they move away instead of working in the area and maybe starting a business. That starts early when kids can't get reliable internet at home to do school and learn other things they could be doing.*



## **Northern Alberta Broadband Preparedness Project**

The Northern Alberta Broadband Preparedness Project listed the following information on next steps. It suggested a community based broadband option further detailed Business Cases, and perhaps a full Business Plan:

- To accommodate both present and future economic development needs, facilitate full citizen inclusion, and help eliminate any digital divides within member communities of the Alberta HUB region, a community driven, utility based, hybrid fibre to the premise (FTTP)/fibre to the tower deployment capable of enabling symmetric access up to and beyond 1 Gb/s to all is recommended for those counties/communities wishing to move ahead. The fibre infrastructure suggested will cost effectively scale to meet all foreseeable bandwidth requirements, minimize cost to all potential clients, and enable Alberta HUB members to maintain control of critical civic infrastructure. Achieving this will require a variety of approaches and significant investment over a number of years.
- Should the MDs and Counties within Alberta HUB wish to pursue this community based broadband option further, then, more detailed Business Case work should be completed. If the results are positive and within the risk and financial tolerance of the Community Councils, and a 'go' decision is reached, then a more detailed business plan could be developed. Whereas this Business Case provides sufficient information for evaluating various business model and governance frameworks, as well as for a go/no go, decision, the Business Plan goes to the next level of detail and provides a detailed template and guidance for implementation. Whether or not individual members of Alberta HUB elect to move forward with broadband now or not, in order to position for future broad and planning and expansion, the following interim straightforward and inexpensive approaches to enabling significant future cost savings should be considered: Municipal Planning, Leverage Planned Civil Works, Position for the Future.

## **Regional Economic Development Readiness Assessment and Capacity Building Plan**

Under "Assessment of Essential Services:", communications is listed as a strength and weakness:

- Current State:
  - high speed fibre optic internet widely availability in Town of St. Paul
  - dial-up or cellular internet service in County and Elk Point
  - 54% of HUB survey respondents say current internet service levels are limiting their enterprise growth
- Challenges:
  - lack of high-speed penetration throughout the County and Elk Point
- Opportunities:
  - make high speed internet available in new property developments

Under "Strategy Development - Build on Strengths":

- Internet connectivity – investigate projects to deliver appropriate and affordable internet services, widely as possible as well to designated business growth nodes (i.e. industrial parks for processing/ value add/ manufacturing) commercial parks



Under “Gaps Analysis and Internal Capacity Building”:

- Gap: lack of broadband internet in the County / Proposed Approach: conduct analysis of internet service levels across County, proximity to broadband, connectivity charges, possible shared connection service
- Gap: cost of broadband connection in Elk Point / Proposed Approach: analyze cost of broadband in community versus Town of St. Paul and other comparators, potential for shared connections including ‘lead business’

## **Elk Point Economic Development Committee Strategic Plan**

### **Goal #3**

Elk Point Economic Development Committee advocates and advises our stakeholders to ensure our community is investment friendly. Ideas leading to goal statement:

- Find out what is our capacity to help –more internet bandwidth, development issues, and increased services

## **POTENTIAL PROJECTS**

### **Broadband Situation Analysis**

#### Overview:

The goal of a Situation Analysis would be to pull information from all regional stakeholders regarding their progress increasing regional broadband connectivity and quality and lowering costs. It is also a chance to update what has been done in the STEP region since the Northern Alberta Broadband Preparedness Project in 2018? Areas of interest:

- What is in place?
- What options are out there?
- What are costs?
- What funding is available to communities?
- Who needs to be involved? What are the barriers?
- What is the buy in from each community?
- Connectivity across region – Is this realistic? Could we connect every home? Why are communities reluctant to consider their own fibre?

#### Responsibility:

- EDO

#### Cost:

- Included in EDO contract, along with possible ancillary expenses

#### Funding

- <https://www.cira.ca/improving-canadas-internet/grants>.

#### Timeline:

- April to September 2021

Deliverable:

- A summary report and presentation detailing a thorough systematic examination of the regional broadband situation.

Outcomes:

- Each regional set of stakeholders (municipal, educational, business) has STEP as a point of contact to understand what each player is doing to progress broadband connectivity, quality and cost; thereby reducing duplication and providing the opportunity for partnerships and economies of scale.
- A set of Go Forward Recommendations that will outline potential broadband projects and funding sources

**Broadband Opportunity Analysis**

Overview:

The goal of a Opportunity Analysis would be to identify what direct opportunities could arise in the region out of improved Broadband? This is the precursor to full business cases. Examples of possible opportunities:

- Connecting business with technology opportunities/network
- Bitcoin opportunities
- Coding and technology in schools
- Drone technology/capacity
- Agriculture industry and training
- Etc.

Responsibility:

- Consultant

Cost:

1. \$15k-\$20k – limited primary research on general opportunities
2. \$30k-\$40 – more primary research with regional stakeholders on specific opportunities

Funding

- TBD

Timeline:

1. 2-3 months
2. 4-6 months

Deliverable:

- A detailed report and presentation detailing regional broadband opportunities.

Outcomes:

- Specific ideas on what opportunities STEP can help investors and existing businesses can pursue with improved regional broadband capabilities.

## Community Broadband Business Plan

A Business Plan is a highly detailed financial and operational document. It is the step immediately preceding implementation. It is likely that the Situation Analysis would have to be done before considering a Business Plan. The Northern Alberta Broadband Preparedness Project listed the following information on next steps. It suggested a community based broadband option further detailed Business Cases, and perhaps a full Business Plan:

- Should the MDs and Counties within Alberta HUB wish to pursue this community based broadband option further, then, more detailed Business Case work should be completed.
- The Business Plan goes to the next level of detail and provides a detailed template and guidance for implementation. Inexpensive approaches to enabling significant future cost savings should be considered:
  - Municipal Planning:
    - Work with Alberta HUB to leverage planning/policy and financial resources.
    - Develop a Broadband Services Strategic plan specific to your community.
    - Embed fibre network requirements in internal IT planning processes; and
    - Accelerate currently planned IT infrastructure deployment.
  - Leverage Planned Civil Works:
    - Develop a policy for including installation of fibre conduit as part of applicable and appropriate town and county infrastructure projects, such as road (re)construction and water / wastewater projects.
  - Position for the future:
    - Require that the inclusion of fibre conduit be a mandatory requirement in all applications for new residential and businesses development permits; and
    - Adopt an inside wiring standard with Cat 5 wiring as the minimum standard.

### Responsibility:

- Consultant

### Cost:

- \$75k-\$100k

### Funding

- TBD

### Timeline:

- 1 year – likely not to start until least 2022

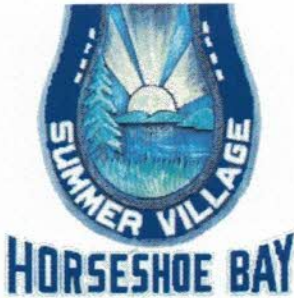
### Deliverable:

- A detailed report and presentation detailing a plan to develop regional broadband capabilities.

### Outcomes:

- Faster, higher quality, lower cost broadband connectivity across the County.





# Summer Village of Horseshoe Bay

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Website: www.svhorseshoebay.com

## Agenda Item Summary Report

### Agenda Item 8.a) 2021 Municipal Election

**Meeting Date:** April 10, 2021

### Background/Discussion/Options

---

In preparation for the upcoming municipal election the following actions must be taken:

1. Motion to: Appoint Norman Briscoe as **Returning Officer for 2021 Municipal Election**.
2. Motion: Authorizing "Notice of Nomination Day" to be mailed with 2021 tax notices.
3. Pass resolution setting: **Nomination Day** on \_\_\_\_\_ from 10:00 am to 2:00 pm.
4. Pass resolution setting: **Election Day** on \_\_\_\_\_, from 10:00 am to 7:00 pm, if needed. (If only 3 nominations are received, an election is not necessary). Election Day must be 4 weeks after Nomination Day.
5. Pass resolution: in accordance with Section 73(1) of the Local Authorities Election Act, to provide for holding an **advance vote**, time and place to be determined by the Returning Officer.
6. Pass a resolution: declining or provision for a Special Ballot.

### Recommendation/RFD/Comments

---

#### Recommendation for 2021 election:

- **Nomination Day, Saturday, July 3, 2021**
- **Election Day, Saturday, July 31, 2021 (4 weeks after)**

MOVED BY Gary that Council appoint Norman Briscoe as Returning Officer for the 2021 municipal election.

-Carried-

MOVED BY Ali that Council give authorization for "Notice of Nomination Day" to be mailed with the 2021 tax notices.

-Carried-

MOVED BY Gary that nominations for municipal council for the 2021 municipal election, be accepted on July 3 between 10:00 am and 2:00 pm. at Martin Recreation Center.

-Carried-

8.a)

MOVED BY Gary that, in accordance with Section 12(a) of the Local Authorities Election Act, Election Day for the 2021 Municipal Election be set 4 weeks after nomination day, on July 31/21.

-Carried-

MOVED BY Dave that, in accordance Section 73(1) of the Local Authorities Election Act, the Summer Village of Horseshoe Bay hereby provides for holding an advance vote, if needed, for the 2021 municipal election. The Returning Officer will determine the date and time and give notice in the prescribed form.

-Carried-

MOVED BY Dave / Gary that, in accordance Section 77(1) of the Local Authorities Election Act, the Summer Village of Horseshoe Bay **will (or will not)** be providing for a Special Ballot for the 2021 Municipal Election. *if necessary Gary.*

-Carried- ✓

*Dave - returning officer investigate if required*

# Notice of Nomination Day for Summer Villages

Local Authorities Election Act  
(Sections 12, 26)

LOCAL JURISDICTION: SUMMER VILLAGE OF HORSESHOE BAY, PROVINCE OF ALBERTA

Notice is hereby given that Nomination Day is July 3, 2021 and that nominations for the  
Date

election of candidates for the following offices will be received between the hours of

10:00 am and 2:00 pm at Martin Recreation Center  
Time Time Location

Office(s)	Number of Vacancies
COUNCILORS	3

DATED at the Summer Village of Horseshoe Bay, in the  
Province of Alberta, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Returning Officer



## Notice of Election and Requirements for Voter Identification

*Local Authorities Election Act*  
(Sections 12, 35, 46, 53)

LOCAL JURISDICTION: SUMMER VILLAGE OF HORSESHOE BAY , PROVINCE OF ALBERTA

Notice is hereby given that an election will be held for the filling of the following offices:

Office(s)	Number of Vacancies	Ward or Electoral Division Number (If Applicable)
<u>COUNCILLORS</u>	<u>3</u>	

Voting will take place on the 31 day of JULY , 20 21 , between the hours of 10:00 AM  
Start Time  
 and 7:00 PM . Voting stations will be located at:  
Closing Time

MARTIN RECREATION CENTER, and an  
ADVANCE VOTE opportunity will be held  
July 17, 2021, between the hours of 1:00 pm  
and 5:00 pm, at the same location

In order to vote, you must produce identification for inspection. The identification must be one or more of  
Photo identification with name and address issued by a Canadian government or see attached list.  
List Acceptable Forms of Identification

as required by section 53 of the *Local Authorities Election Act*.

DATED at the Summer Village of Horseshoe Bay , in the  
 Province of Alberta, this \_\_\_\_\_ day of \_\_\_\_\_ , 20 \_\_\_\_ .

\_\_\_\_\_  
 Returning Officer

# Request for Special Ballot Package

*Local Authorities Election Act*  
(Section 77.1)

**Note:** The personal information on this form is being collected to support the administrative requirements of the local authorities election process and is authorized under section 77.1 of the *Local Authorities Election Act* and section 33(c) of the *Freedom of Information and Protection of Privacy Act*. The personal information will be managed in compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act*. If you have any questions concerning the collection of this personal information, please contact

\_\_\_\_\_ Title of the Responsible Official Business Phone Number

LOCAL JURISDICTION: \_\_\_\_\_, PROVINCE OF ALBERTA

ELECTION DATE: \_\_\_\_\_

VOTING SUBDIVISION OR WARD (if Applicable) \_\_\_\_\_

VOTING STATION: \_\_\_\_\_

I, \_\_\_\_\_ of  
Printed First Name and Surname

\_\_\_\_\_  
Complete Municipal Address and Postal Code

request a Special Ballot package which will include one of each of the following ballots:

- Please select:
- A Public School Trustee
  - A Separate School Trustee
  - Chief Elected Official
  - Councillors
  - Bylaw or Question

Please select one: (Election official to fill in if application is made by telephone.)

- I would like my Special Ballot package sent by regular mail to the following address:

\_\_\_\_\_  
Complete Address to Which the Application will be Mailed, Including the Postal Code

- I will arrange for my Special Ballot package to be picked up during regular office hours. I would like my package held for pick-up.

\_\_\_\_\_  
Date of Request

Contact Telephone Number: \_\_\_\_\_ Contact Email Address: \_\_\_\_\_

- Reason why a special ballot is requested:
- physical disability
  - absence from the local jurisdiction  
being a returning officer, deputy returning officer, constable,
  - substitute returning officer, candidate, official agent or scrutineer  
who may be located on election day at a voting station other  
than that for the elector's place of residence

**Special Ballot**

**Special Ballot Form for Chief Elected Official**

<p><b>Election of CEO for the</b></p> <p>_____</p> <p>(Local Jurisdiction)</p>	<p>(List Names of Candidates below if known prior to Application for Special Ballot in the following Ballot Format)</p>
	_____
	_____
	_____
<p>This ballot shall not be marked for more than one candidate.</p>	

**Special Ballot Form for Other Elected Offices**

<p><b>Election of</b></p> <p>_____</p> <p>(Office)</p> <p><b>For The</b></p> <p>_____</p> <p>(Local Jurisdiction)</p>	<p>(If Application for Special Ballot is sent prior to Special Ballots being printed with List of Candidates Names, use the following Ballot Format)</p>
	<p>Print the name(s) of the candidates on the lines below:</p>
	<p>I vote for:</p> <p>_____</p> <p>_____</p>
	<p>The maximum number of candidates that can be voted for is _____.</p> <p>(Number)</p>

**Using Separate Ballots for Each Office**

A separate ballot must be used for:

- the office of chief elected official;
- the offices of councillors;
- the offices of school trustees;
- any questions.

**Ballot for a Vote on a Bylaw or Question**

The wording on a ballot for a vote on a bylaw or question must be determined by a resolution of the elected authority. The form of the ballot may be determined by a resolution of the elected authority; however, if no resolution is passed, the returning officer must determine the form in accordance with section 44 of the *Local Authorities Election Act*.

**Arranging the Names on the Ballots**

The names of the candidates on each ballot must be arranged alphabetically in order of the surnames and, if 2 or more candidates have the same surname, the names of those candidates must be arranged alphabetically in order of their given names.

If an elected authority passes a bylaw 2 months before an election that provides that ballots be printed in as many lots as there are candidates for the office, section 43(3) of the *Local Authorities Election Act* applies.

**Indicating the Number of Candidates That can be Voted for**

Every ballot used in an election for a member of an elected authority must contain a brief explanatory note stating the maximum number of candidates that can be voted for in order not to make the ballot subject to being rejected, and every ballot used in an election for chief elected official must contain a brief explanatory note stating that the ballot shall not be marked for more than one candidate.

**Ballots for Public or Separate Members**

Every ballot should indicate if the elector is voting for a public or separate candidate.



## Special Ballot Voting Instructions

*Local Authorities Election Act  
(Sections 77.1, 77.2)*

### Special Ballot Voting Instructions

You are eligible to complete a Special Ballot if you are unable to vote at an advance voting station or at the voting station on Election Day due to:

- physical disability;
- absence from the local jurisdiction; or
- being a returning officer, deputy returning officer, substitute returning officer, constable, candidate, official agent or scrutineer who may be located on Election Day at voting station other than that for the elector's place of residence.

1. Mark an "X" in the space provided on the right hand side opposite the name of the candidate(s) of your choice, or, if a blank ballot, mark the ballot by printing the name of the candidate(s) of your choice in the space provided with a pen or pencil. The ballot indicates the maximum number of candidates that can be voted for. You may vote for less than the maximum number, but not for more.
2. Place all ballot(s), marked or not, in the Special Ballot Envelope and seal the envelope.
3. Place the Special Ballot Envelope in the Special Ballot Certificate Envelope.
4. Complete and sign Part I of the Special Ballot Certificate Envelope and seal the envelope.
5. Attach a photocopy of your identification to the Special Ballot Certificate Envelope. Your identification must be one or more of \_\_\_\_\_  
List Acceptable Forms of Identification  
as required by section 53 of the *Local Authorities Election Act*.
6. Place the Special Ballot Certificate Envelope in the Outer Mailing Envelope and seal the envelope.
7. It is your responsibility to ensure that this Outer Mailing Envelope, complete with all prescribed contents, arrives at the office of the returning officer prior to \_\_\_\_\_ on Election Day, which is:  
Time  
Election Day: \_\_\_\_\_ (Date to be entered by Returning Officer)  
Day Month Year
8. Failure to complete any of these steps may invalidate your ballot.

# Special Ballot Certificate Envelope

*Local Authorities Election Act*  
(Sections 47, 53, 77.1, 77.2)

**Note:** The personal information on this form is being collected to support the administrative requirements of the local authorities election process and is authorized under sections 53 and 77.2 of the *Local Authorities Election Act* and section 33(c) of the *Freedom of Information and Protection of Privacy Act*. The personal information will be managed in compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act*. If you have any questions concerning the collection of this personal information, please contact

\_\_\_\_\_  
Title of the Responsible Official      Business Phone Number

LOCAL JURISDICTION: \_\_\_\_\_, PROVINCE OF ALBERTA

ELECTION DATE: \_\_\_\_\_

VOTING SUBDIVISION OR WARD (if applicable) \_\_\_\_\_ VOTING STATION: \_\_\_\_\_

### Part I To be completed by Elector

#### Statement of Elector Eligibility

I, \_\_\_\_\_ of \_\_\_\_\_,  
Name of Elector      Complete Address and Postal Code

am eligible to vote at the above mentioned election because:

- I have not voted before in this election;
- I am 18 years of age or older;
- I am a Canadian Citizen;
  - (a) My place of residence is in the Voting Subdivision or Ward on Election Day;
  - or**
  - (b) I am named on the Certificate of Title as the person liable to pay property taxes for property within the summer village or I am the spouse or adult interdependent partner of the person named;
- I have provided the required proof of eligibility as required by Section 53 of the *Local Authorities Election Act*;
- I am entitled to receive a Special Ballot in accordance with sections 77.1 and 77.2 of the *Local Authorities Election Act* because I will not be able to attend advance voting stations, if any, or the voting station established for my local jurisdiction, due to physical disability, absence from the local jurisdiction or being a returning officer, substitute returning officer, deputy returning officer, constable, candidate, official agent or scrutineer.

I declare that the above statements are true.

DATED at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
Complete Address and Postal Code, Where Special Ballot Certificate Envelope is Received      Date      Month      Year

\_\_\_\_\_  
Signature of Elector

**IT IS AN OFFENCE TO SIGN A FALSE STATEMENT**

### Part II To be completed by Returning Officer

Check

- Name of the individual recorded on the front of envelope is recorded in the Special Ballot Voting Register.
- Part I is properly completed.
- Elector's identification meets the requirements of section 53 of the *Local Authorities Election Act*.
- Special Ballot Certificate Envelope IS accepted.

**OR**

- Special Ballot Certificate Envelope IS NOT opened because:
- Part I is not properly completed, Elector's identification does not meet the requirements of section 53 of the *Local Authorities Election Act*, or
  - Received after the close of voting stations on Election Day.

\_\_\_\_\_  
Date and Time Received

\_\_\_\_\_  
Initials of Returning Officer





# Summer Village of Horseshoe Bay

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## Agenda Item Summary Report

### Agenda Item 8.b) Regional Workplace Policies

**Meeting Date:** April 10, 2021

#### Background/Discussion/Options

---

The Summer Village is a partner in the *Regional Occupational Health and Safety (ROHS) program and the Regional Human Resources (RHR) program*. The following Regional ROHS and RHR policies have been adopted by the County of St. Paul, the Town of St. Paul and the Town of Elk Point. Much of the information in the policies does not apply to the Summer Village. However, adopting the policies demonstrates our support for the other Regional partners. Also, some of the regional employees perform duties in the Summer Village, such as grass cutting, snow removal, waste disposal and weed control.

1. Policy #10 - ROHS - Drugs and Alcohol in the Workplace
2. Policy #11 – ROHS - Fit for Duty
3. Policy #12 – RHR - Harassment, Bullying, Violence and Discrimination in the Workplace

#### Recommendation/RFD/Comments

---

Moved by \_\_\_\_\_ that the Summer Village council adopt Policy # 10, ROHS (Regional Occupational Health and Safety) , Drugs and Alcohol in the Workplace.

-Carried-

Moved by \_\_\_\_\_ that the Summer Village council adopt Policy #11, ROHS (Regional Occupational Health and Safety), Fit for Duty.

-Carried-

Moved by \_\_\_\_\_ that the Summer Village council adopt Policy #12, RHR (Regional Human Resources, Harassment, Bullying, Violence and Discrimination in the Workplace.

-Carried-

8.6)





# Summer Village of Horseshoe Bay

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## Agenda Item Summary Report

**Agenda Item 8.c)** Future of Municipal Government – Update and Research Plan

**Meeting Date:** April 10, 2021

### Background/Discussion/Options

---

Possible questions/items for discussion:

1. Why has AUMA undertaken this project?
2. The Briefing Note states that there are two phases of “Deliverables”:
  - a) Research Papers on various aspects of municipal government
  - b) Principle-based recommendations paper outlining options that will work for Alberta,  
Who are these Deliverables going to be delivered too?
3. Why is the ASVA Board supporting this project? Do they see some benefit that we are not aware of?
4. How can we provide input and feedback?
  - a) Webinars to provide municipalities the opportunity to ask questions and provide feedback on the policy implications of the findings, are planned. How will be informed so we can take part?

### Recommendation/RFD/Comments

---

Any action required by council will be determined after discussion.

8.c)



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## BRIEFING NOTE

### DATE:

January 27, 2021

### TOPIC:

Future of Municipal Government – Update and Research Plan

### BACKGROUND:

#### Updated Project Name

The name of the project is being changed from “Future of Municipal Govern**ance**” to “Future of Municipal Govern**ment**”. Governance denotes decision making processes and internal structures employed by governments such as the relationship between CAOs and Councils. These are essential topics, which will play a role in the project, but are not the prime focus. This project is focused on the actual structure of municipal governments. Changing the name will help make the intent clearer and avoid confusion.

#### Updated Purpose Statement

The Future of Municipal Government Project will explore and assess options for government structures that will enable municipalities to build thriving communities into the future.

#### Deliverables

The project includes two phases of deliverables.

1. The initial deliverables are research papers on various aspects of municipal government led by the University of Calgary’s School of Public Policy (SPP) according to a research plan. Each research paper will be released with an easily digestible executive summary. The findings will also be shared through webinars to provide municipalities and key stakeholders the opportunity to ask questions and provide feedback on the policy implications of the findings.
2. The results of these research papers will inform the ultimate deliverable, which is a principle-based recommendations paper outlining options that will work for the Alberta context, including:
  - An overview of options for alternative local government structures.
  - Principles/criteria that would be used to evaluate these options.





- Based on these criteria, recommendations as to which options are optimal for application in Alberta.
- A review of what the recommended structures could look like at a provincial and local level.

While the SPP will play a supporting role in the recommendations paper, AUMA and our members will lead the formulation of recommendations. It is envisioned that AUMA and SPP will host an interactive symposium to assess the research findings and gather input for the recommendations paper.

### Research Engagement Committee

AUMA's Board has established a Research Engagement Committee (REC) to support the project.

The committee is composed of:

- Neil Smith, CAO, Nanton - AUMA Small Communities Committee
- Christine Beveridge, CAO, Lamont - AUMA Municipal Governance Committee
- Bill Given, CAO, Jasper - Member at Large
- Sarah Ranson, Director of Municipal Sustainability, Municipal Affairs

The REC is chaired and supported by AUMA staff. Researchers from the School of Public Policy will also join meetings to seek input as appropriate.

One of the primary concerns of the Board is to avoid the perception that AUMA has predetermined research outcomes for the project. That perception would undermine the necessary buy-in of municipalities across Alberta, the provincial government and even engaged Albertans. The Board's concern will drive much of the work of the REC whose role includes three main components:

- Research
  - Assist in focusing the scope of research to provide information relevant to the ultimate deliverables of the project.
  - Assist in identifying sources of information including reports, examples and key groups and individuals that the researchers should tap into.
- Engagement/Change Management
  - Assist in developing and implementing an engagement/change management plan for the project through:
    - Identifying key stakeholders/influencers, and options for engaging them.





- Providing intelligence on how the project is being received by stakeholders/influencers and advice on how to address negative perceptions and fears.
- Championing the project with organizations and networks.
- Project Management
  - Monitor implementation of the research plan as well as the engagement/change management plan and provide feedback in the spirit of continual improvement. As this is the first time that the AUMA and SPP have taken on such a project, there will inevitably be lessons learned.

### **Connection to the Small Communities Committee:**

The Small Communities Committee, Municipal Governance Committee, and AUMA Board will receive regular updates on the project and will be asked to provide support related to engagement/change management. The purpose of the REC is to have deeper and more focused discussions than are possible with the standing committees or Board.

Neil Smith and AUMA administration will serve as liaisons between the REC and the Small Communities Committee.

### **Research Plan**

The REC held its first meeting on January 25 with a focus on providing feedback to the School of Public Policy on a high-level version of the research plan. The enclosed research plan includes input from the REC. The SPP has already started reaching out to researchers to work on the various papers. The committee is asked to identify any showstopping gaps in the research topics proposed and ideas related to those topics that researchers could consider.

### **NEXT STEPS:**

- Any further input from the Small Communities Committee will be shared with the SPP for consideration.
- It is anticipated that the REC will meet again in March to provide guidance on an engagement/change management plan.
- An update will be provided at the April 7, Small Communities Committee.

### **ENCLOSURES:**

1. Research Plan

Hi All

The AUMA made a presentation to the ASVA (Alberta Summer Village Association) see attached on Monday regarding an project they are undertaking regarding the viability of smaller Villages and they wanted a commitment by Summer Villages to support this initiative. When asked who asked for this they did not answer. The project will be conducted by the University of Calgary. That scares me because it appears this is a research project of students and Staff that have probably never been to a summer Village.

My thoughts are this is a very dangerous plan potentially consolidating smaller villages and summer villages into regional larger districts. The presenters said this is what occurred in Manitoba. Why they are doing this is unknown and if there is a hidden agenda also not known. Brings back the Ray Danaluck day when he wanted to eliminate Summer Villages.

I asked about county involvement and I was told the RMA (Rural Municipality Association) has opted out of the study and will not be participating. Big big RED flag. Any potential changes would affect the Country's so why they opted out is a big question.

I can't understand why the AUMA is conducting these studies. Similar to the Police funding study and implementation. BIG COSTS AND NO BENEFITS.

Most of the ASVA Board member supported this proposal. I said I could not support this initiative until I brought this information to a Council meeting.

My thoughts are that the AUMA is looking for work to justify their existence, don't understand smaller Municipalities and are focused on the larger Cities and Towns.

We need to discuss this at our next Council meeting and better understand the potential outcomes of this type of study. Please read the attached and comment.

Norm please add to our next agenda.

If you need additional information please let me know.

Cheers.

Gary

Sent from my iPad

Begin forwarded message:

**From:** ASVA Exec Director <summervillages@gmail.com>

**Date:** March 15, 2021 at 5:32:32 PM MDT

**To:** Association of Summer Villages of Alberta <summervillages@gmail.com>, Dennis Evans <d.evans@xplornet.com>, Duncan Binder <12028dak@gmail.com>, Gary Burns <gmburns45@gmail.com>, Marlene Walsh <marlenehwash@gmail.com>, MIKE PASHAK <mike.pashak@shaw.ca>, Morris Nesdole <mnesdole@outlook.com>, Pete Langelle <plangell@telus.net>, Peter Pellatt <ppellatt@shaw.ca>, "R.W. (Rob) Dickie" <dickie@nicholsenvironmental.com>, Teresa Beets <tabeets@gmail.com>

**Subject:** AUMA Briefing Notes

**Reply-To:** execdirector@asva.ca

I note that I sent you all the AUMA Briefing Notes in a pdf format in the agenda package. I have attached it in word as it has several links in the first couple pages that you may want to read. This could not be done in the pdf format.

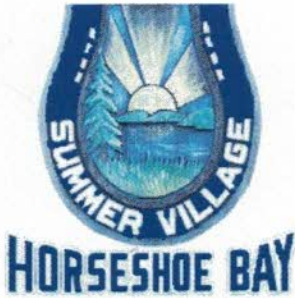
Regards,

Deb Hamilton

Executive Director

8.c)





# Summer Village of Horseshoe Bay

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## Agenda Item Summary Report

### Agenda Item 8.d) Senate Election and Referendum

**Meeting Date:** April 10, 2021

#### Background/Discussion/Options

---

A Provincial-wide Senate Election and Referendum Vote (SEAR) is planned for the same day as the municipal general elections, on October 18, 2021.

In order for the Permanent residents of the Summer Village to vote in the Senate Election, we have to agree to holding the vote at the Summer Village on October 18, 2021. We have around 50 permanent residents who are eligible to vote.

Municipalities will be paid a minimum of \$1,000 to \$4,000 for holding the SEAR election. Elections Alberta will provide ballots for both Senate and referenda votes.

#### Recommendation/RFD/Comments

---

MOVED BY Ali that council confirm the Summer Village willingness to hold the Senate selection and referenda votes for our municipality. *on Oct. 18/21 at Rec Center.*

-Carried-

8.d)



# Senate Election and Referendum Vote



Municipal Affairs

March 25, 2021



Classification: Protected A

## Background

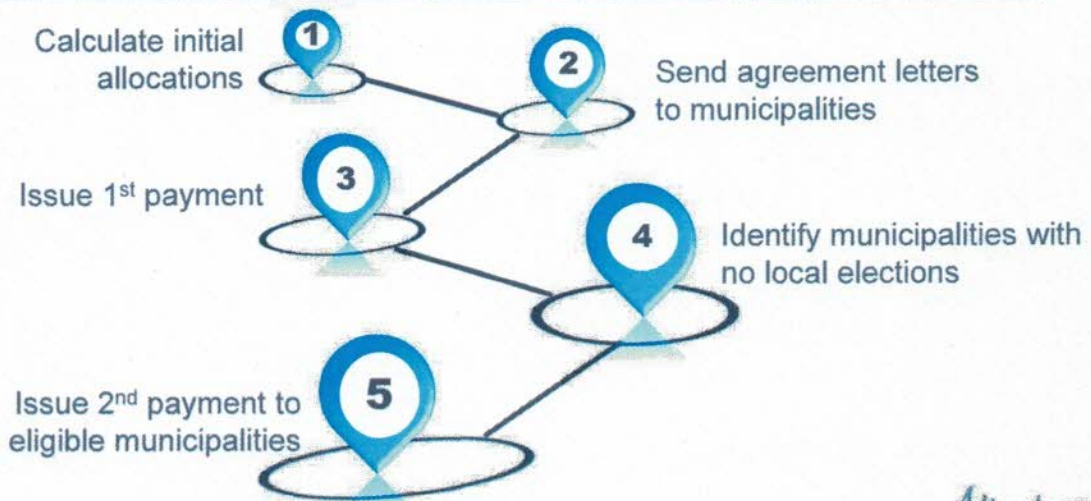
- The Government of Alberta is anticipating both a Senate election and referendum vote in conjunction with the 2021 municipal election on October 18, 2021.
- Both the *Alberta Senate Election Act* and *Referendum Act* require payments be made to municipalities, band councils or other bodies to conduct the vote.
- Grant amounts are set out in regulations under each Act, and depend on whether a local election is required.

	Local Election Required	No Local Election Required
Senate Nominee Election	\$1 per capita, \$1,000 min.	\$2 per capita, \$2,000 min.
Referendum	\$1 per capita, \$1,000 min.	\$2 per capita, \$2,000 min.
Both Senate Election and Referendum	\$2 per capita, \$2,000 min.	\$4 per capita, \$4,000 min.



Classification: Protected A

## Payment Process



<sup>3</sup>  
Classification: Protected A

Alberta

## Allocation and Agreement Letter

- Budget 2021 make \$10 million available to municipalities and elected authorities to conduct the votes.
- Use 2019 Municipal Affairs Population List to determine grant amounts for all municipalities.
  - Cities, Towns, Rurals, Villages, Summer Villages, Metis Settlements, First Nations, special areas and Improvement Districts.
- Agreement letters will be mailed to all eligible municipalities confirming grant amounts, subject to votes occurring.
- **Timeline: Early Summer**

<sup>4</sup>  
Classification: Protected A

Alberta



## First Payment

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- First round of payments will be made to all eligible municipalities
- Payment will be \$2.00 per capita or \$2,000 minimum.
- No application required, but payments are conditional on Senate election and referenda occurring.
  - Refunds may be required if Senate election and/or referendum are cancelled.
- Municipalities that agree to conduct elections on behalf of neighbouring SV, special areas, IDs, First Nations and the City of Lloydminster will be paid the respective allocations of those municipalities.
- **Timeline: Early Summer**

<sup>5</sup>  
Classification: Protected A



## Second Payment

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- MA will identify municipalities where no municipal elections are being held (i.e. due to acclamation).
  - Issue a second payment of \$2.00 per capita or \$2,000, whichever is greater (assuming both Senate election and referendum occur)
- **Timeline: Late September**

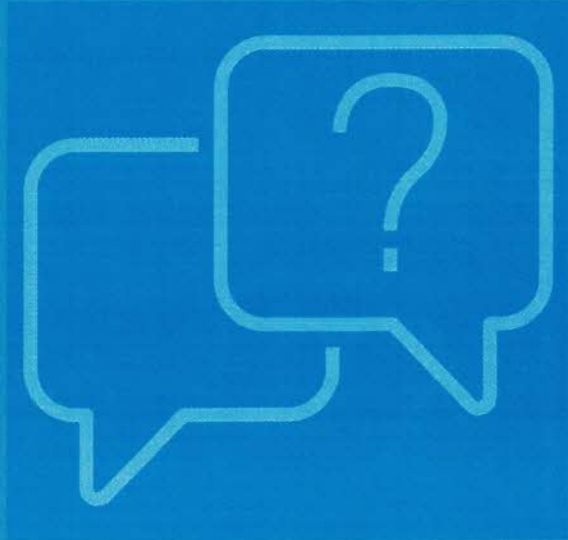
<sup>6</sup>  
Classification: Protected A





# Questions?

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Classification: Protected A

Alberta



CONTRACT NUMBER: \_\_\_\_\_

BETWEEN:

**HER MAJESTY THE QUEEN IN RIGHT OF ALBERTA,**  
as represented by the Minister of Municipal Affairs  
(the "Province")

- and -

**SUMMER VILLAGE OF HORSESHOE BAY**  
(the "Contractor")

The Province requires, and the Contractor has agreed to provide, the services described in this Contract ("Services").

In consideration of the following terms, conditions and mutual obligations, the parties agree as follows:

1. The Contractor shall provide the following Services:

On behalf of the Province, for the purposes of the *Alberta Senate Election Act* and *Referendum Act*, as applicable:

- a) conduct an advance vote in accordance with section 73 of the *Local Authorities Election Act*, and
- b) conduct a vote of the electors for the Senate Election and the Referendum Vote(s)

for the following First Nation(s) / Summer Village(s) / Special Area(s) / Improvement District(s) / City of Lloydminster (Alberta portion) on October 18, 2021:

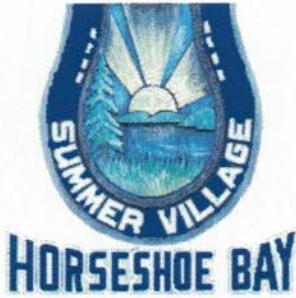
Municipality	Population
Summer Village of Horseshoe Bay	73

- c) Subject to this agreement and in compliance with all the aforementioned Acts, arrangements for conducting of the votes shall be at the discretion of the Contractor.
  - d) The Contractor shall adhere to the notice requirements noted in Section 35 of the *LAEA* for the notice of election in the jurisdiction the contractor is conducting the vote for.
2. The votes shall be held in accordance with the provisions of the *Senate Election Act*, *Referendum Act* and *Local Authorities Election Act (LAEA)* and their regulations.
  3. The Province agrees to pay the Contractor a sum in accordance with the *Senate Election Grants Regulation* and *Referendum Payments Regulation* for the Services and all expenses incurred under this Contract.
  4. The Province represents and warrants that, as the purchaser of the Services provided under this Contract, no amount payable under this Contract is subject to the Goods and Services Tax



11. The Province designates the Manager of Municipal Advisory, of the Department of Municipal Affairs as the Province's representative and the Contractor designates the Chief Administrative Officer for ongoing contact between the Province and the Contractor in matters relating to this Contract.
12.
  - (a) The Contractor, its employees, subcontractors and agents when using any of the Province's buildings, premises, equipment, hardware or software shall comply with all safety and security policies, regulations or directives relating to those buildings, premises, equipment, hardware or software.
  - (b) When communicating or interacting with the Province's employees the Contractor, its employees, subcontractors and agents, shall comply with the Province's *Respectful Workplace Policy*, as may be amended from time to time. A copy of this policy is available from the Province's representative designated in clause 11.
13. Time is of the essence of this Contract.
14. This Contract contains the entire agreement between the parties concerning the subject matter of this Contract and except as express in this Contract, there are no other understandings or agreements, verbal or otherwise that exist between the parties.
15. The parties may amend this Contract only by written agreement signed by the parties.
16. This Contract shall be governed by and interpreted in accordance with the laws in force in Alberta, and the parties irrevocably attorn to the exclusive jurisdiction of Alberta.
17. The Contractor shall not assign this Contract and shall not subcontract the Services, without the prior written consent of the Province.
18. The Contractor shall ensure that there is not a conflict of interest or an apparent conflict of interest on the part of the Contractor or its employees, subcontractors or agents in relation to the Services, and all Services shall be performed in accordance with high ethical standards. In the event the Contractor becomes aware of any matter that causes or is likely to cause a conflict of interest in relation to the Contractor's performance of the Services, the Contractor shall immediately disclose such matter to the Province in writing.
19. The Contractor shall comply with, and ensure that its employees, subcontractors and agents comply with, the *Lobbyists Act* (Alberta).





# Summer Village of Horseshoe Bay

P.O. Box 1778  
St. Paul, AB T0A 3A0  
Phone: (780)645-4677  
Email: svhorseshoebay@gmail.com  
Website: www.svhorseshoebay.com

## Agenda Item Summary Report

**Agenda Item 8.f)** ASVA Planning & Development 101 Workshop

**Meeting Date:** April 10, 2021

### Background/Discussion/Options

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ASVA is contemplating hosting a Planning & Development 101 Workshop for Summer Villages.

- To be held in the fall of 2021 after SV Elections
- Host: ASVA
- Delivered by a Planning & Development Lawyer
- Cost: No more than \$100 per participant
- Session will be approx. 4 hours through ZOOM
- Assist understanding both councils and administrations legislative responsibilities in relation to Part 17 of the MGA. (ie: IDP's, MDP's and LUB's)

### Recommendation/RFD/Comments

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Any action required by council will be determined after discussion.



Norman Briscoe <svhorseshoebay@gmail.com>

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## Planning & Development 101 Workshop

1 message

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**ASVA Exec Director** <summervillages@gmail.com>

Mon, Mar 29, 2021 at 11:52 AM

Reply-To: [execdirector@asva.ca](mailto:execdirector@asva.ca)

To: Association of Summer Villages of Alberta <summervillages@gmail.com>

Bcc: [svhorseshoebay@gmail.com](mailto:svhorseshoebay@gmail.com)

Members of Council and CAO's

The ASVA is contemplating hosting a Planning & Development 101 workshop in the fall of 2021 after the summer village elections. It will be delivered by a lawyer who specializes in Planning and Development. It would be open to any staff and all elected officials. The ASVA will cover part of the costs of the instructor in order to maintain a reasonable registration fee which will be no more than \$100 per participant. Number of registrants will influence whether we can reduce this cost. The session will be approximately 4 hours and will be done virtually through Zoom so that there is no traveling required (if that can even be contemplated by then).

With the recent passing of IDP's (and we have heard many of you have also recently updated, or are in the process of updating, your MDP's and LUB's), understanding both council's and administration's legislative responsibilities in relation to Part 17 of the MGA is extremely important.

We are canvassing our members to see if councilors and administration would be interested in this workshop. Please let me know first, if you are interested and second, a "general" idea of the number of participants from your municipality. We understand there will be some new councillors and understanding their interest in this workshop is not possible right now. However, there are many legal obligations for the council to understand when it comes to planning and development. At this point in time, this workshop is only being offered to summer villages so it can be postured more towards the summer village municipality.

I look forward to hearing from you.

Regards,

**Deb Hamilton**

Executive Director

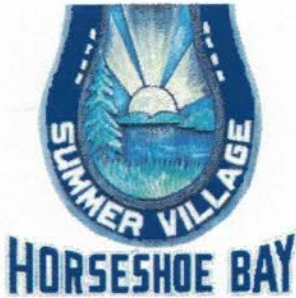
Association of Summer Villages of Alberta

780-236-5456

[execdirector@asva.ca](mailto:execdirector@asva.ca)

[www.asva.ca](http://www.asva.ca)

8.f)



# Summer Village of Horseshoe Bay

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## Agenda Item Summary Report

**Agenda Item 8.g)** Municipal Leader Caucus

**Meeting Date:** April 10, 2021

### Background/Discussion/Options

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Being held virtually through ZOOM:

- Wednesday, April 14, 3:00 pm to 6:00 pm
- Thursday, April 15, 9:00 am to 11:55 am
- Friday, April 16, 9:00 am to 11:50 am
- Cost: \$50 for regular members

### Recommendation/RFD/Comments

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Any action required by council will be determined after discussion.





Norman Briscoe &lt;svhorseshoebay@gmail.com&gt;

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**Reminder: Register for the Spring Municipal Leaders' Caucus**

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President &lt;President@auma.ca&gt;

Tue, Apr 6, 2021 at 11:37 AM

To: Norman Briscoe &lt;svhorseshoebay@gmail.com&gt;

The 2021 spring Municipal Leaders' Caucus is only one week away. Mayors, Councillors, and CAOs are reminded to [register for AUMA's spring Municipal Leaders' Caucus](#) being held virtually through Zoom on April 14, 15, and 16.

This year's Caucus is a great opportunity to discuss key issues affecting your community, including COVID recovery, red tape reduction, municipal finances, and the upcoming municipal election. Delegates will also have the opportunity to ask provincial Ministers questions about top-of-mind concerns on Government Day (April 16). A copy of the draft agenda for Caucus is attached.

The cost for attending the Municipal Leaders' Caucus is \$50 for regular members and \$75 for associate and non-members. Attendees who have already registered for the event will be receiving more information later this week.

If you have any questions about spring Municipal Leaders' Caucus, please email [registration@auma.ca](mailto:registration@auma.ca) or call 780-431-4528.

We look forward to great conversations,

**Barry Morishita** | President  
Mayor, City of Brooks

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C: 403.363.9224 | [president@auma.ca](mailto:president@auma.ca)

Alberta Municipal Place | 300 8616-51 Ave Edmonton, AB  
T6E 6E6

Toll Free: 310-AUMA | [www.auma.ca](http://www.auma.ca)



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**Agenda - Spring 2021 MLC.pdf**  
87K

## Agenda for Spring 2021 Municipal Leaders' Caucus

April 14, 15, and 16, 2021

Via Zoom

**\*Subject to Change\***

Wednesday, April 14	
3:00 p.m.	President's Opening Remarks
3:05 p.m.	Mental Health Session
3:15 p.m.	Education/Engagement Session I – Municipalities' Role in Red Tape Reduction
4:00 p.m.	Break
4:15 p.m.	Education/Engagement Session II – COVID Recovery
5:00 p.m.	Break
5:15 p.m.	Education/Engagement Session III – Municipal Finances and Reserves
6:00 p.m.	Closing Remarks

Thursday, April 15	
9:00 a.m.	Opening Remarks
9:05 a.m.	Mental Health Session
9:15 a.m.	Opposition Leader's Remarks
9:30 a.m.	Education/Engagement Session IV – 2021 Municipal Election
10:30 a.m.	Break
10:45 a.m.	AUMA President's Report
11:15 a.m.	AUMA Board Dialogue Session
11:30 a.m.	Requests for Decision
11:55 a.m.	Closing Remarks

Friday, April 16	
9:00 a.m.	Opening Remarks
9:05 a.m.	Mental Health Session
9:15 a.m.	Minister of Municipal Affairs' Remarks and/or Premier's Remarks
9:30 a.m.	Ministers' Dialogue Session I
10:30 a.m.	Break
10:50 a.m.	Ministers' Dialogue Session II
11:50 a.m.	Closing Remarks





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## Agenda Item Summary Report

**Agenda Item 10.a)** CAO Report & Action List

**Meeting Date:** April 10, 2021

### Background

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The following report is attached for information purposes:

- CAO Report to Council and Action List

### Recommendation/RFD/Comments

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MOVED BY \_\_\_\_\_ that council accept the CAO Report and Action List as information.

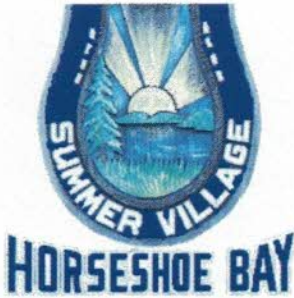
**-Carried-**

10.a)



**CAO Report and Action List**

What	Status & Comments
<p>1 Stormwater Management for 2020 &amp; 2021 MPE are working on the Preliminary Design &amp; Implementation of stormwater &amp; drainage</p> <p>Patching pavement over 2 culverts replaced in 2020 &amp; other road work for 2021.</p> <p>FIERA Environmental Consulting say they discovered 2 additional wet lands in the SV</p>	<p>I have not heard back from MPE nor APE on the effect of Public Lands claim to the ownership of the bed and shore of the body of water located in Lot 24ER between Russel Dr. &amp; Homestead Trail. MPE is waiting until the additional work by FIERA is done, before they issue their final report and what the claim means to our stormwater drainage plans.</p> <p>Blue sky Coatings will look at our roads for work that should be done, and provide us with an estimate for the paving over the culvert patches other soft spot repair &amp; crack filling.</p> <p>FIERA assessment of the 2 new wetland is scheduled for mid-to-end of May 2021</p>
<p>2 Lake access on Twp. Rd 594 road allowance</p> <p>Public use &amp; lake access</p>	<p>We will continue to work on Twp. Rd 594 below the Boat Launch area. Still needs some more work to make it useable. We will gravel the area this year, if needed.</p> <p>After TR 594 is leveled , we plan to move the floating platforms from the old board walk to this area to make it available as a day use area.</p>
<p>3 Boat Launch extension 100ft.</p> <p>Source of funding \$13,677 MPs grant with balance of cost from MSI capital. This MSP grant must be spent in 2021.</p>	<p>The County have agreed to give us some guidance with this project. Now that the snow has gone they will look at the site &amp; give me some suggestions. I will order the ramps from Robinson Group after I meet with to the County staff, &amp; have a better understanding of what we need to do. MPE have said they can do any additional engineering work, if required, within the current contract &amp; ACP grant.</p>
<p>4 Purchase of Crown Land</p>	<p>We are waiting for Public Lands reply to the application filled by Explore Surveys for the SV to purchase the portion of crown land below the east side of Martin Point Drive. It can take a couple of years.</p>
<p>5 Sub-divide 2 MR lots into 4 MR lots, and the designation of all R lots as MR municipal reserve.</p>	<p>The subdivision and registration of new MR lots is completed and copies of the new certificates of title have been received.</p>
<p>6 Martin Rec. Center betterment &amp; enhancement project.</p>	<p>This project is still on hold until we identify stormwater work and funding. I still hope to get some work done this year but have not had time to find people to do the work, such as, electrical upgrades and drywall patching. Lloyd will have the outside of the main door painted this spring.</p>
<p>7 Bridge Assessment, Repair &amp; Rehabilitation</p>	<p>WSP anticipate that the inspection work will be done by the end of April, or shortly thereafter.</p>
<p>8 \$6,000 contribution to Mallaig Fire Dept. Res No. 21-01-09-010a Include in 2021 budget</p>	<p>County is aware of our contribution &amp; were very pleased with our offer. I do not know if they have made a decision on the purchase.</p>
<p>9 Weed &amp; pest control Himalayan Balsam &amp; beaver control</p>	<p>The County spraying the Himalayan Balsam is working. The County will continue spraying for a couple more years. I will have Lloyd keep the path on the SV side of the creek free of dead fall &amp; other debris.</p>



# Summer Village of Horseshoe Bay

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## Agenda Item Summary Report

### Agenda Item 11.a) Financial Reports

**Meeting Date:** April 10, 2021

#### Background

---

Financial Reports for 3 months ended March 31, 2021:

- Actual Year-to-Date to Budget,
- Cheque log: for the months of January, February, & March, 2021
- March 31, 2021 Bank Reconciliation

#### Recommendation/RFD/Comments

---

MOVED BY \_\_\_\_\_ that the financial reports for the 3 months ended March 31, 2021, be accepted as presented.

-Carried-



**Summer Village of Horseshoe Bay**  
**Actual Year to Date to Budget**  
**For the 3 months ended March 31, 2021**

	Preliminary Draft Budget 2021	YTD Mar. 31/21	
<b>REVENUE</b>			
Taxation Revenue			
Residential Property Tax	\$ 98,085	\$ -	
Minimum Residential Property Tax	16,869	-	
Total Municipal Res. Property Tax	114,954	-	
Non-Residential property tax	1,246	-	
Non-Residential minimum tax	632	-	
Non-Res. Linear Property Tax	1,878	-	
Total Municipal Property Tax	116,832	10,420	
Education Requisition transfers out	43,866	10,420	
DI Property Tax Requisition	-	-	
<b>Total Net Tax Revenue</b>	<b>72,966</b>	<b>-</b>	<b>with 2020 rates</b>
Other Revenue			
User Fees & sales (Certificate fees, Sales, etc.)	300	275	
Interest Revenue	825	223	
Penalties & Costs on Taxes	500	187	
Permits & licenses	200	50	
Miscellaneous Revenue			
Recreation Revenue	2,000	-	
<b>Total Other Revenue</b>	<b>3,825</b>	<b>735</b>	
Funding from Grants			
Transfer MSI Op grant	5,273	-	
Transfer ACP grant Stormwater Mngt & Drainage	172,000	9,564	ACP grants
<b>Total Grant Funding</b>	<b>177,273</b>	<b>9,564</b>	
<b>TOTAL REVENUE</b>	<b>254,064</b>	<b>10,299</b>	
<b>EXPENSE</b>			
Council			
Council Honorarium	9,150	2,400	
Council Travel & Subsistence	850		
Council Communications - Wi-Fi	500	470	
Census & elections	1,000		
Council Memberships & Registrations	1,000	0	
<b>Total Council</b>	<b>12,500</b>	<b>2,870</b>	
General & Administrative Expenses			
Administration - Contract	20,000	6,903	
Travel & Subsistence	100	0	
Advertising & Promotions	200	0	
Assessment Services	5,300	1,325	
Audit & Legal	5,900	5,600	
Communications - Courier & Postage	900	368	
Memberships	1,500	1,386	
Gen/Admin Materials, goods & supplies	2,400	1,013	
Gen Admin Services & Bank S/C	100	135	
Miscellaneous & Other Expenses	-	0	
Registrations	100	0	
WCB	500	486	
WebSite Maintenance	1,000	468	
<b>Total General &amp; Administrative Expenses</b>	<b>38,000</b>	<b>17,684</b>	



**Summer Village of Horseshoe Bay**  
**Actual Year to Date to Budget**  
**For the 3 months ended March 31, 2021**

	Preliminary Draft Budget 2021	YTD Mar. 31/21	
<b>EXPENSES continued</b>			
Roads, Streets, Walks, Lighting			
Roads services Crack filling, bridge Insp.	29,000	0	from MSI CAP
Road M & repairs materials	343	0	
Roads Maintenance County of St Paul	4,000	913	
Signage	200	0	
Sub-total before ACP projects & Amort.	33,543	913	
Stormwater & Drainage	172,000	9,564	ACP & MSI
Amortization - Roads & Bridges	49,457	12,364	
<b>Total Roads, Streets, Walks, Lights</b>	<b>255,000</b>	<b>22,841</b>	
Fire & Other Preventive Services			
Police Recovery costs	2,438	-	
Emergency Management (E911)	300	74	
Prevention Services purchased	0	0	
Preventive Services materials, & supplies	256	0	
Fire Expense County of St Paul	2,920	2,920	
Fire Equipment County of St Paul Mallaig FD	6,000		MSI Capital
Reg. Emergency Management Exp	309		
Reg. Occupational Health & Safety	1,027	0	
MuniSite (WebMap) GIS (AAG)	750	750	
<b>Total Fire &amp; Preventive Services</b>	<b>14,000</b>	<b>3,744</b>	
Waste Management			
Waste Management goods & supplies	378		
Waste Management Expenses County	12,403	0	
Amortization	719	180	
<b>Total Waste Management</b>	<b>13,500</b>	<b>180</b>	
<b>Planning, Develop't &amp; IM Collaboration</b>	<b>1,000</b>	<b>0</b>	
Parks & Recreation			
Contracted Services - Hall	500	0	
Contracted Services - Park grass & equip	4,000	0	
Contracted Services -non-gov't	7,315	5,219	
Total Contracted Services - Labour	11,815	5,219	
Contracted Services County of St. Paul	2,000		
SV share of exp. Rec Class A assets	2,600	0	
Insurance Rec. Centre & Recreation	2,600	2,619	
Purchase of other P&R Services	0	0	
Materials, Goods & Supplies	2,400	0	
Utilities	4,500	968	
Small capital purchases	2,000		MSI Cap
Amortization Parks & Recreation	4,085	1,021	
<b>Total Parks &amp; Recreation</b>	<b>32,000</b>	<b>9,827</b>	
<b>TOTAL OPERATING EXPENSE</b>	<b>366,000</b>	<b>57,146</b>	
<b>NET INCOME (Deficit)</b>	<b>-111,936</b>	<b>-46,847</b>	
Other			
Government transfers for Capital	355,000	0	Capital Budget
<b>Excess (Shortfall) Rev. over Exp.</b>	<b>243,064</b>	<b>-46,847</b>	
Adj. for cash items not PSAB Rev. or Exp.			
Tangible Capital Assets expenditures	-	0	Capital Budget
	<b>-74,936</b>	<b>-46,847</b>	
Adjustment for non-cash items			
Amortization of TCA	54,261	13,565	
Transfer from Unrestricted Surplus for Operating	0		
Transfer from Unrestricted Surplus	5,219	5,219	
<b>FINANCIAL PLAN Balance</b>	<b>\$ (15,456)</b>	<b>\$ (28,063)</b>	
	Before tax increase	Before tax revenue	



# Summer Village of Horseshoe Bay

## Cheque Log for A/C#1060 CU Chequing Account from Jan. 1, 2021 to Mar. 31, 2021

Cheque

No.	Date	Payee	Purpose	Amount
<b>Cheques issued for A/C#1060 CU Chequing Account from Jan. 1 to Jan. 31, 2021</b>				
2431	1/4/2021	MCSNet	2021 Wi-Fi in hall	\$ 283.12
2432	1/10/2021	Municipal Assessment Services	Assessment Services Jan-Mar, 2021	1,391.25
2433	1/10/2021	North Saskatchewan Watershed Alliance - Contribution 2021		36.50
2434	1/10/2021	Norman R Briscoe	Bonus Jan 2021	2,500.00
2435	1/10/2021	Elaine Staudzs	Bonus 2020	200.00
2436	1/10/2021	BMO Bank of Montreal MasterCard	Toner for Brother printer	510.27
2437	1/10/2021	Fed. of Canadian Municipalities	Membership Apr 1/21 to Mar.31/22	94.14
2438	1/25/2021	Fiera Biogical Consulting Ltd.	Sormwater mgt - Wetland assessment 2020	5,097.54
2439	1/25/2021	MPE Engineering Ltd.	Stormwater Mngt. Pre-design work Dec 2020	1,408.05
2440	1/25/2021	County of St. Paul No. 19	2021 Fire protection fee	2,920.00
2441	1/25/2021	Apex (AltaGas) Utilities	Hall heat to Jan 9, 2021	153.44
2442	1/25/2021	Direct Energy Reg. Services	Electrical power to Jan.13/21	299.05
2443	1/25/2021	Alberta Summer Village Assoc	2021 ASVA dues	442.37
2444	1/29/2021	Explore Surveys Inc	Changes in Natural Water Boundary 2020	7,889.46
2445	1/29/2021	Dave Amyotte	Per Diem - STEP Ec Dev Alliance mtgs in Jan	300.00
2446	1/31/2021	Norman R Briscoe	Jan Contract & WebSite maintenance	1,498.65
2447	1/31/2021	County of St. Paul No. 19	Snowplowing Jan 15 & 17, 2021	300.00
2448	1/31/2021	AMSC Insurance Services	Insurance premiums 2021	2,619.47
Total amount paid Jan. 1, 2021 to Jan. 31, 2021				<u>27,943.31</u>
<b>Cheques issued for A/C#1060 CU Chequing Account from Feb. 1 to Feb. 28, 2021</b>				
2449	2/19/2021	AUMA	2021 membership fees	858.49
2450	2/19/2021	County of St. Paul No. 19	2020 REM & OHS & Jan snow removal	1,502.97
2451	2/19/2021	Town of St. Paul	2020 Class A Rec Facilities & REM Exp	1,290.32
2452	2/19/2021	MPE Engineering Ltd	Stormwater Pre-designs work in Jan. 2021	6,405.00
2453	2/19/2021	BMO Bank of Montreal Mastercard	400 Postage stamps	386.40
2454	2/19/2021	Apex Utilities Inc.	Hall heat to Feb. 7, 2021	158.43
2455	2/19/2021	Direct Energy Reg. Services	Electrical power to Feb.10, 2021	275.08
2456	2/19/2021	Bonnyville Regional Fire Authority	E911 Dispatch Jan - Mar, 2021	73.90
2457	2/22/2021	County of St. Paul No. 19	Snowplowing Feb 2021	358.30
2458	2/28/2021	Dave Amyotte	Per Diem - STEP Ec Dev Allaince mtgs in Feb	300.00
2459	2/28/2021	Norman R Briscoe	Feb Contract & WebSite maintenance	1,498.65
Total amount paid Feb. 1, 2021 to Feb. 28, 2021				<u>13,107.54</u>
<b>Cheques issued for A/C#1060 CU Chequing Account from Mar. 1 to Mar. 31, 2021</b>				
2460	3/3/2021	Explore Surveys Inc.	Subdivision of MR lots	5,112.36
2461	3/3/2021	Municipal Planning Services	Sibdivision of MR lots	367.50
2462	3/12/2021	MPE Eneering Ltd.	Stormwater Pre-design Eng .work in Feb/21	3,637.20
2463	3/12/2021	MuniSight Ltd.	GIS & webmap fee for 2021	787.50
2464	3/22/2021	County of St Paul No. 19	Mar 2 Snowplowing & & EM CommAlert	327.90
2465	3/22/2021	Apex Utilities Inc.	Hall heat to Mar. 9/21	135.01
2466	3/22/2021	Direct Energy Regulated Servcies	Elec Power bills to Mar11/21	280.71
2467	3/22/2021	BMO Bank of Montreal Mastercard	Supplies & ZOOM annual renewal	222.06
2468	3/31/2020	Gov't of Alberta - Education	ASFF requisition 1stQ Jan-Mar/21	10,420.00
2469	3/31/2021	Gary Burns	Per Diem REMAC meeting	150.00
2470	3/31/2021	Dave Amyotte	Per Diem - STEP Ec Dev Alliance mtgs in Mar	300.00
2471	3/31/2020	Norman R Briscoe	Mar Contract & WebSite maintenance	1,498.65
Total amount paid Mar. 1, 2021 to Mar. 31, 2021				<u>23,238.89</u>
Total amount paid Jan 1, 2021 to Mar. 31, 2021				<u>\$ 64,289.74</u>

This report submitted to Council the 10th day of April, 2021

  
Norman Briscoe, CAO

Summer Village of Horseshoe Bay  
 Servus Credit Union  
**Bank Reconciliation**

March 31, 2021

Balance of Chequing account per bank statement as at      March 31, 2021      \$      4,181.60

Add Outstanding deposits

Date	Ref No.	Payer/Source	Amount
Total Outstanding deposits			0.00
Sub-total			4,181.60

Less Outstanding cheques & transfers to sav.

Date	Cheque #	Payee	Amount
Mar. 31/21	2469	Gary Burns _ Per diem for REMA meeting	\$      150.00
Mar. 31/21	2470	Dave Amyotte Per Diem for Mar. Committee mtgs.	300.00
Mar. 31/21	2474	Norman Briscoe - Contract/Website maintenance	1,498.65
			1,948.65

Balance of Chequing account as at      March 31, 2021      2,232.95  
 Balance of Chequing a/c per general ledger a/c 1060      2,232.95

Difference    March 31, 2021      \$      0.00  
 explanation if required.

none

Balance of savings account per bank statement as at      March 31, 2021      \$      402,018.51


Add outstanding transfers from Chequing a/c	-
Less outstanding transfer to Chequing a/c	\$      -
outstanding transfer to Chequing a/c	-
	402,018.51

Balance of savings a/c per general ledger a/c 1065      402,018.51

Difference    March 31, 2021      \$      0.00  
 explanation if required.

Cash in Bank    March 31, 2021  
 General ledger a/c # 1060 Chequing account      \$      2,232.95  
 General ledger a/c # 1065 Savings account      402,018.51

Cash in Bank    March 31, 2021      \$      404,251.46

  
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 Norman Briscoe, Administrator