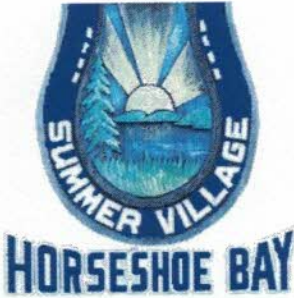


Summer Village of Horseshoe Bay

Agenda: Regular Meeting
Saturday, October 16, 2021, at 1:00 p.m.
Held by ZOOM electronic meetings at
Email: svhorseshoebay@gmail.com

1. CALL MEETING TO ORDER
2. ACCEPTANCE OF THE AGENDA
 - ✓ a) Additions to Agenda
3. ADOPTION OF PREVIOUS MINUTES
 - ✓ a) August 15, 2021 Regular Council Meeting
4. PUBLIC HEARINGS – none
5. DELEGATIONS - none
6. BYLAWS - none
7. OLD BUSINESS
 - ✓ a) Bridge Repairs - Update
 - ✓ b) Boat Launch Update
 - ✓ c) ASVA 2021 Conference & AGM Oct. 21, 2021
 - ✓ d) STEP Ec. Dev Alliance grant applications & budget.
8. NEW BUSINESS
 - ✓ a) Approval of Interim Budget – January 1 to June 30, 2022
 - b) Address for Martin Recreation Centre & Hall - 23B Horseshoe Bay Drive
 - c) Municipal Assessment Services Group Inc.- agreement renewal
 - d) NSWA Invoice
 - e) Policy #4 – Council Per Diem
 - f) 2020 Municipal Indicators
 - g) COVID19 Public Health Restrictions
 - h) Variance for Gate – 52 Point Drive
 - i) SVHB Agreements
9. COUNCILLOR REPORTS
10. CAO REPORT AND ACTION LIST
11. FINANCIAL REPORTS.
 - a) For the 9 months ended September 30,2021 and cheque log August & Sept.,2021
12. CORRESPONDENCE
 - a) Advocacy Letters
 - b) Winter Road Maintenance Offer
13. NEXT MEETING
14. ADJOURNMENT



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 3.a) Minutes of August 15, 2021 Regular Meeting

Meeting Date: October 16, 2021

Background/Discussion/Options

Minutes of the August 15, 2021 Regular council Meeting are attached, for approval.

Recommendation/RFD/Comments

MOVED BY _____ that the minutes of the August 15, 2021 regular council meeting be approved as presented.

-Carried-

SUMMER VILLAGE OF HORSESHOE BAY

Minutes of Regular Meeting
Sunday, August 15, 2021
Held by ZOOM electronic meeting at
Email: svhorsehoebay@gmail.com
1:00 p.m.

IN ATTENDANCE: Mayor: Gary Burns
Deputy Mayor: Dave Amyotte
Councilor: Marg Laberge
CAO: Norman Briscoe
Recording Secretary: Diane Briscoe

1. **CALL TO ORDER** Mayor Gary Burns called the meeting to order at 12:57 p.m.
2. **ACCEPTANCE OF AGENDA**
Res. No. 21-08-15-112 MOVED BY Deputy Mayor Dave Amyotte that the agenda be adopted as presented.
-Carried-
3. **APPROVAL OF MINUTES**
Res. No. 21-08-15-113 MOVED BY Deputy Mayor Dave Amyotte that the minutes of the July 4, 2021, regular council meeting be approved as presented.
-Carried-
Res. No. 21-08-15-114 MOVED BY Marg Laberge that the minutes of the July 28, 2021 organizational meeting be approved as presented.
-Carried-
4. **PUBLIC HEARING** There was no public hearing.
5. **DELEGATIONS** There were no delegations at this meeting.
6. **BYLAWS** There were no bylaws presented at this meeting.
7. **OLD BUSINESS**
 - a) **Bridge Assessment**
Res. No. 21-08-15-115 MOVED BY Mayor Gary Burns that council accept the Bridge Assessment update for discussion and information.
-Carried-

- b) **Boat Launch Update**
Res. No. 21-08-15-116 MOVED BY Deputy Mayor Dave Amyotte that council accept the boat launch update for information and Discussion
-Carried-
- c) **Road & Street Repairs**
Res. No. 21-08-15-117 MOVED BY Councilor Marg Laberge that council accept the report as presented.
-Carried-
- d) **Munis 101 –Elected Officials Education Program**
Res. No. 21-08-15-118 MOVED BY Mayor Gary Burns that council accept report as presented.
-Carried-

8. **NEW BUSINESS**

- a) **Canada Community Revitalization Fund (CCRF)**
Res. No. 21-08-15-119a MOVED BY Deputy Mayor Dave Amyotte that Council agree to support and partner in the grant application under the **Canada Community Revitalization Fund** to undertake a St. Paul/Elk Point Regional Master Recreation Feasibility Study Proposal, with the County of St. Paul as the managing partner.
-Carried-
- Res. No. 21-08-15-119b* MOVED BY Mayor Gary Burns that Council agree to support and partner in the grant application under the **Alberta Community Partnership Grant Program** to undertake a St. Paul/Elk Point Regional Master Recreation Feasibility Study Proposal, with the County of St. Paul as the managing partner.
-Carried-
- Res. No. 21-08-15-119c* MOVED BY Marg Laberge that Council direct administration to refer to the St. Paul Community Association a request to submit an application under the **Community Facility Enhancement Program** to undertake a St. Paul/Elk Point Recreation Feasibility Study Proposal.
-Carried-
- b) **Police Funding Model**
Res. No. 21-08-15-120 MOVED BY Mayor Gary Burns that Council accept the Police Funding Model update as presented.
-Carried-

c) **ASVA Annual Conference and AGM**

Res. No. 21-08-15-121

MOVED BY Deputy Mayor Dave Amyotte that council accept the information as presented and request administration to forward more information when it is available.

-Carried-

d) **Alberta's Broadband Strategy**

Res. No. 21-08-15-122

MOVED BY Mayor Gary Burns that council accept the report as presented for information and discussion.

-Carried-

e) **NG9-1-1 Service**

Res. No. 21-08-15-123

MOVED BY Marg Laberge that council accept the report as presented for information and discussion and to name Norman Briscoe as the prime contact and representative for the Summer Village.

-Carried-

f) **Emergency Services Radio Equipment**

Res. No. 21-08-15-124

MOVED BY Mayor Gary Burns that council agree that the regional emergency services radio system is a regionally funded system and that any system wide changes would require input from each of the regional partners and agree to share in the cost any future system upgrades.

-Carried-

g) **Village Social Events at Martin Rec Center**

Res. No. 21-08-15-125

MOVED BY Mayor Gary Burns that, due to the current increase in COVID-19 cases, council agree to keep Martin Rec Center closed for public events and to reassess the situation in the spring of 2022. Private rentals must follow any restrictions in place at the time and provide their own sanitizing.

-Carried-

9. **COUNCIL REPORTS**

Res. No. 21-08-15-126

MOVED BY Deputy Mayor Dave Amyotte that the council reports be accepted for discussion and information.

-Carried-

10. **CAO REPORT AND ACTION LIST**

Res. No. 21-08-15-127

MOVED BY Marg Laberge that the CAO Report and Action list be approved as presented.

-Carried-

11. FINANCIAL REPORTS

Res. No. 21-08-15-128

MOVED BY Deputy Mayor Dave Amyotte that the financial reports for the 7 months ended July 31, 2021, including cheque numbers 2508 to 2524 in the amount of \$27,395.40 be accepted as presented.

-Carried-

12. CORRESPONDENCE

Res. No. 21-08-15-129

MOVED BY Deputy Mayor Dave Amyotte to accept the correspondence as presented.

-Carried-

13. NEXT MEETING

Res. No. 21-08-15-130

MOVED BY Mayor Gary Burns to set the next regular Council meeting on October 16, 2021 at 1:00 p.m., to be a ZOOM electronic meeting.

-Carried-

14. ADJOURNMENT

Being that the agenda matters have been concluded the meeting adjourned at 2:47 p.m.

Mayor

Date

Chief Administrative Officer



Summer Village of Horseshoe Bay

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 7.a) Bridge Repairs - Update

Meeting Date: October 16, 2021

Background

We have posted signs limiting the bridge weight limit to ten tons. This should be sufficient until we make a decision on how to proceed.

I have done a number of funding comparisons for replacing the bridge. I think the best option is to replace the bridge with a culvert system. We could apply for an Alberta Transportation grant. If it is not approved, we could still afford the work but may have to cut back on other projects.

Attached are photos of a culvert in Glendon and a culvert in Elk Point. The Elk Point is a Concrete Box Culvert designed by MPE Engineering. MPE are looking at it as a potential replacement of our bridge.

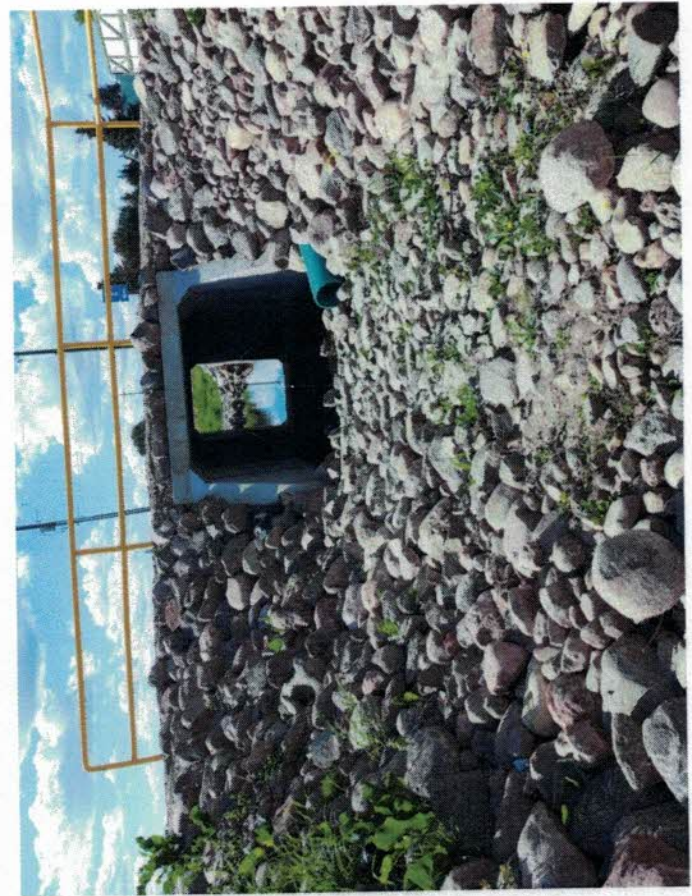
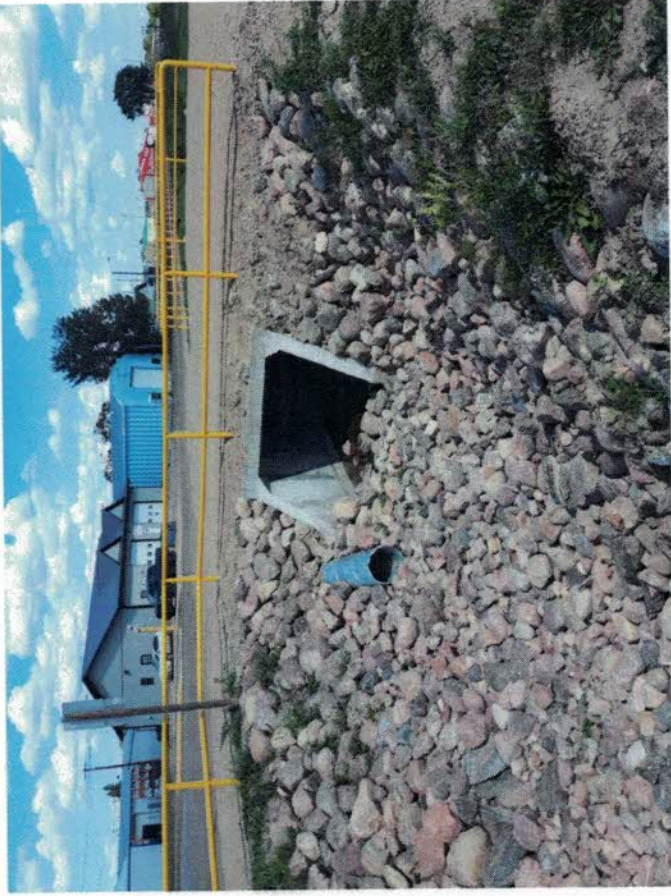
Recommendation/RFD/Comments

MOVED BY _____ that the Summer Village of Horseshoe Bay Council accept the report for information. The decision on how to proceed with the bridge project will be made in conjunction with other planned projects.

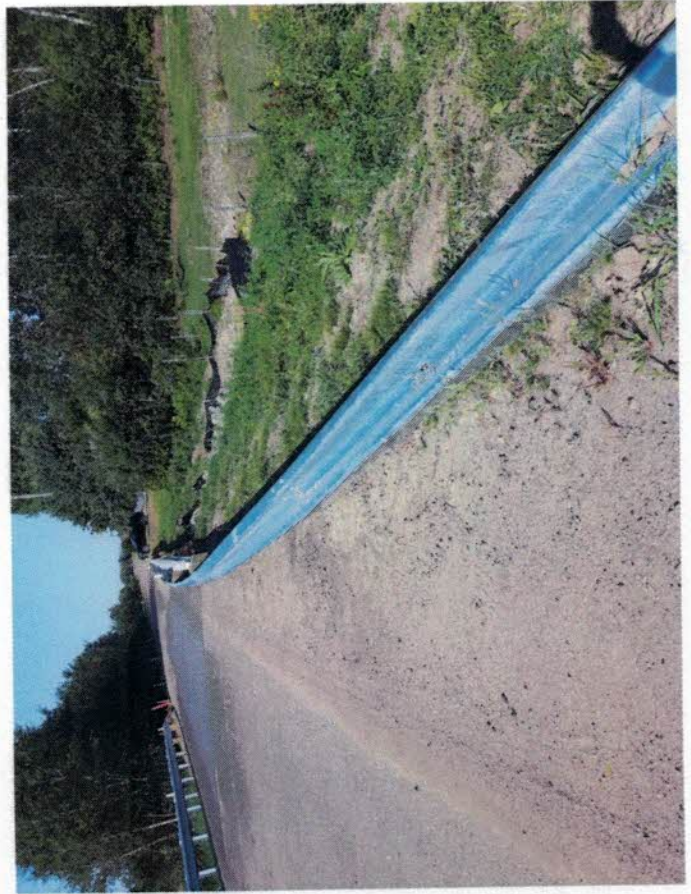
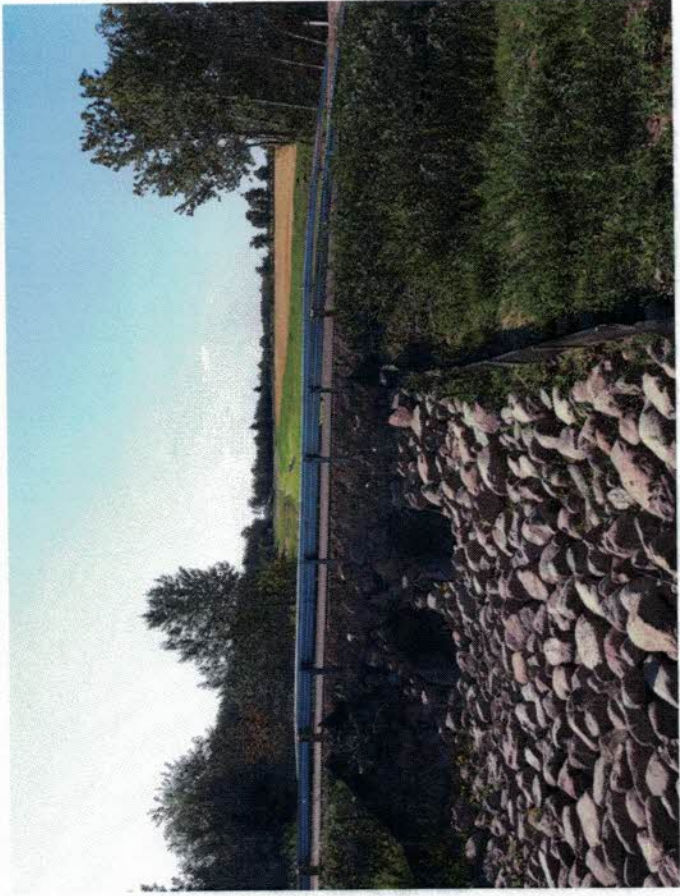
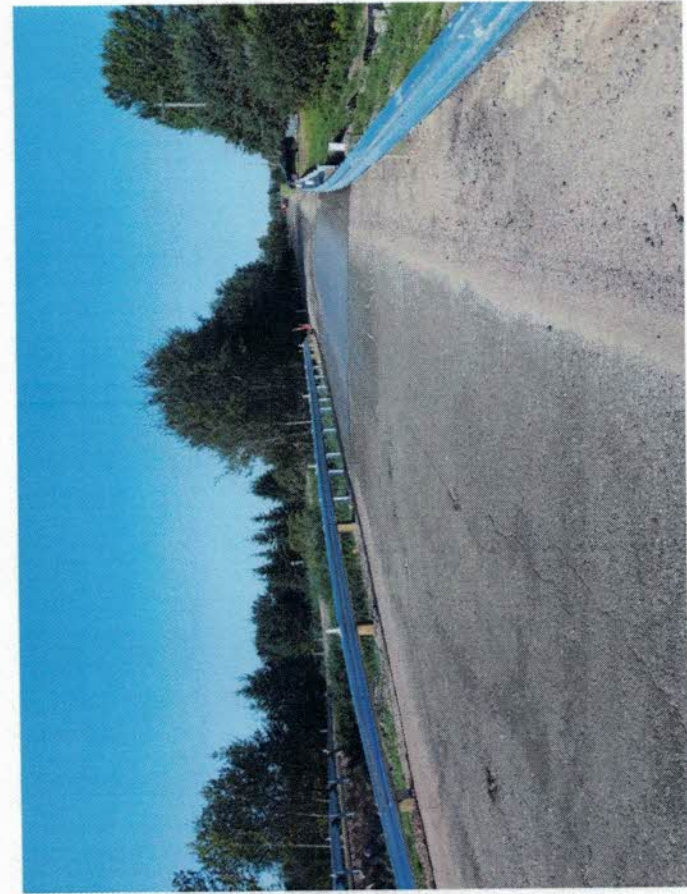
-Carried-

7.a)

ELK POINT CULVERT



GLENDON CULVERT





Summer Village of Horseshoe Bay

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 7.b) Boat launch - Update

Meeting Date: October 16, 2021

Background

Darcy Paulichuk is working on an estimate of the cost, which he hoped to have by Oct. 16, 2021.

As for the concrete ramp pads Robinson Group say that they cannot build 25 ramps this fall, but can next year. They said they should be the same price, which was \$750 per pad.

Norman met with Darcy last week and went over his preliminary design.

While the original grant required that all the MSP grant money be spent by December 31, 2021, they have advised that they will consider time extensions and scope changes into 2022. After I receive Darcy's new drawings and cost estimate, I will apply for a time extension and scope change.

Recommendation/RFD/Comments

MOVED BY _____ that the Summer Village of Horseshoe Bay accept the report for information. The decision on how to proceed with the boat launch project will be made after receipt of Darcy Paulichuk P. Eng. report, recommendations and cost estimate.

-Carried-



Norman Briscoe <svhorseshoebay@gmail.com>

Municipal Stimulus Program Time Extensions and Amendments

1 message

MA.municipalstimulus@gov.ab.ca <MA.municipalstimulus@gov.ab.ca>
To: Norman Briscoe <svhorseshoebay@gmail.com>

Wed, Sep 29, 2021 at 10:03 AM

Dear Chief Administrative Officer/Administrator:

It has been brought to our attention that some municipalities and Metis Settlements are facing unforeseen delays with their Municipal Stimulus Program (MSP) projects and may be challenged to expend their funding by the December 31, 2021, deadline.

On behalf of the Honourable Ric McIver, Minister of Municipal Affairs, I am writing to advise that MSP project amendments, including a time extension, scope change, or new project to use unanticipated surplus funding will be considered by the Minister on a case-by-case basis.

This means that if you are experiencing unexpected project challenges that you anticipate will impact your ability to expend your MSP funding or if you have surplus MSP funds that you would like to use on a new eligible project, you can submit a request for consideration.

Requests for a time extension or for project scope changes must include detailed rationale outlining reasons for the delay or project change; requests to use any surplus funds for a new eligible project will require completion of a new project application. Municipalities and Metis Settlements approved for additional time to expend MSP funding will also be required to submit an additional Statement of Funding and Expenditures (SFE) to account for any funding spent in 2022.

Requests for time extensions and amendments should be submitted by email to ma.municipalstimulus@gov.ab.ca. If you require a project application form or if you have additional questions, please contact a Municipal Affairs Grant Advisor at the same email or by phone at 780-422-7125, toll-free in Alberta by first dialling 310-0000.

Sincerely,

Janice Romanyshyn
Executive Director, Grants and Education Property Tax, Municipal Affairs

Agenda item 7.b) Boat launch Cost Estimate

1 message

Norman Briscoe <svhorseshoebay@gmail.com>

Sat, Oct 16, 2021 at 12:10 PM

To: Gary Burns <gmburns45@gmail.com>, Dave Amyotte <dave@amyotteweld.ca>, Marg Laberge <labergegm@gmail.com>

Please see attached Cost estimate for the boat launch. The total estimated cost is \$249,000. I will provide my comments on some of the items at the meeting.

The 2 biggest items are the Causeway to the lake and the badder to allow work in the actual lake bed.

Council can decide on how we will proceed. One option is to do the project in stages.

I would like Council's approval for the following:

Pay Darcy Paulichuk for the work done to date. I would also like approval to proceed with the Environmental Site Inspection & Approvals.

They are:


| | |
|--------------------------------------|------------------|
| Survey Site: | \$ 1,500 |
| Design, Drawings & Cost Estimate: | <u>3,200</u> |
| Total to date | 4,700 |
| Environmental spections & approvals | 6,600 |
| Contingency for future engineering | <u>700</u> |
| Survey, Design, Approvals & Costing. | <u>\$ 12,000</u> |

Darcy also sent me some drawings. They are very technical, so they may not be meaningful to your decision. If any of you want me to forward them to you please let me know.

If you want Darcy can attend by ZOOM or phone after 2pm.

One other item is the \$13,677 MSP grant. I will discuss at the meeting on how to handle this grant.

Norman R. Briscoe
Chief Administrative Officer
Summer Village of Horseshoe Bay
PO Box 1778
St. Paul, AB T0A 3A0
(780)645-4677
www.svhorseshoebay.com
svhorseshoebay@gmail.com

 **Boat Launch Cost Estimate Oct 15, 2021.pdf**
285K



**Cost Estimate 'B' Summary for Construction - Bid Item
Summer Village of Horseshoe Bay - Twp. Rd. 594 Boat Launch**

Oct. 15, 2021

| Bid Item Code | Item Description | Unit | 'B' Estimate | CR South Connection Rd | |
|--|---|----------|--------------|-----------------------------|----------------------|
| | | | | Quantities | Cost |
| PROJECT TOTALS | | | | | |
| PHASE 1 - SURVEY, DESIGN, APPROVALS & COSTING | | | | | |
| | Site Survey - Base Surveys Inc. | | | | \$ 1,500.00 |
| | Site Inspection and Coordination - D&A Paulichuk Consulting Ltd. | | | | \$ 750.00 |
| | Detailed Design & Drawings - D&A Paulichuk Consulting Ltd. | | | | \$ 2,650.00 |
| | Environmental Site Inspection & Approvals | | | | \$ 6,600.00 |
| | Project Cost Estimates | | | | \$ 500.00 |
| | SUB-TOTAL: | | | | \$ 12,000.00 |
| PHASE 2 - DOCK FABRICATION | | | | | |
| | Concrete Slab Fabrication - 4' x 15' x 8" thick (tongue & groove) | slab | \$ 750.00 | 24 | \$ 18,000.00 |
| | Freight to Site - Estimated | lump sum | \$ 2,000.00 | 1 | \$ 2,000.00 |
| | SUB-TOTAL: | | | | \$ 20,000.00 |
| PHASE 3 - GRADING & CAUSEWAY CONSTRUCTION | | | | | |
| | Ground Preparation - Stripping of poor base | m3 | \$ 10.00 | 300 | \$ 3,000.00 |
| | Common Excavation - Placement in CauseWay | m3 | \$ 18.50 | 100 | \$ 1,850.00 |
| | Borrow Excavation - from SV Source | m3 | \$ 25.00 | 1,400 | \$ 35,000.00 |
| | Granular Base Course - Des. 2 Cl. 25 for CauseWay surface | t | \$ 45.00 | 200 | \$ 9,000.00 |
| | Supply & Install Non-Woven Geotextile | m2 | \$ 6.00 | 150 | \$ 900.00 |
| | Supply & Install Rip Rap - Class 2 (Along Sides of CauseWay) | m3 | \$ 240.00 | 75 | \$ 18,000.00 |
| | Survey Layout - Base Surveys Inc. | lump sum | \$ 1,500.00 | 1 | \$ 1,500.00 |
| | Consulting - Supervision & Inspection | lump sum | \$ 1,500.00 | 1 | \$ 1,500.00 |
| | SUB-TOTAL: | | | | \$ 70,750.00 |
| PHASE 4 - DOCK RAMP CONSTRUCTION | | | | | |
| | Fish Salvage | lump sum | \$ 5,580.00 | 1 | \$ 5,580.00 |
| | Environmental Consulting - assuming 4 days of construction | lump sum | \$ 3,000.00 | 1 | \$ 3,000.00 |
| | Supply of Bladder to Drain Work Area - 15m per section | section | \$ 9,000.00 | 6 | \$ 54,000.00 |
| | Installation of Bladder to Drain Work Area | lump sum | \$ 15,000.00 | 1 | \$ 15,000.00 |
| | Construct Embankment going into the water - compacted Clay | m3 | \$ 30.00 | 100 | \$ 3,000.00 |
| | Granular Base Course - Des. 2 Cl. 25 | t | \$ 45.00 | 150 | \$ 6,750.00 |
| | Supply & Install Steel Framing | lump sum | \$ 5,000.00 | 1 | \$ 5,000.00 |
| | Transport Slabs to Lake, Lift w/ Crane and Install | lump sum | \$ 10,000.00 | 1 | \$ 10,000.00 |
| | Supply & Install Non-Woven Geotextile | m2 | \$ 6.00 | 10 | \$ 60.00 |
| | Supply & Install Rip Rap - Class 1 (End of Dock) | m3 | \$ 220.00 | 5 | \$ 1,100.00 |
| | Supply & Install Rip Rap - Class 2 (Sides of Dock) | m3 | \$ 240.00 | 35 | \$ 8,400.00 |
| | Consulting - Supervision & Inspection | lump sum | \$ 1,500.00 | 1 | \$ 1,500.00 |
| | SUB-TOTAL: | | | | \$ 113,390.00 |
| | | | | TOTAL (ROUNDED) | \$ 216,140.00 |
| | | | | CONTINGENCIES (15%) | \$ 32,421.00 |
| | | | | TOTAL ESTIMATED COST | \$ 249,000.00 |

Note: 'B' Cost Estimate for Budgeting Purposes. Costs should be confirmed with Quotes.



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 7.c) ASVA Annual General Meeting and Annual Conference

Meeting Date: October 16, 2021

Background

A reminder to all from the Association of Summer Villages of Alberta (ASVA), the **ASVA Annual General Meeting and Annual Conference is scheduled for Thursday, October 21, 2021 to start 4:30 pm MST (virtually via ZOOM)**

This year's conference theme is "**The Power of Connection**". **Keynote Speaker: Doug Griffiths, as well as other special guests and speakers.** Agenda is attached.

If you are interested, mark your calendar:

Date: Thursday, October 21, 2021 at 4:30 p.m.

Gary, Marg and Norman are confirmed

Recommendation/RFD/Comments

For information only.

7.c)

CONFERENCE AGENDA

Thursday, October 21, 2021 @ 4:30pm via Zoom

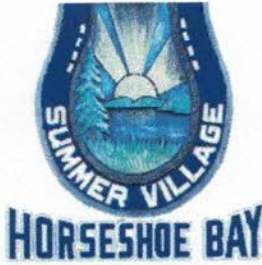
The Power of Connection



| <u>Time</u> | <u>Topic</u> | <u>Speaker</u> |
|----------------|--|--------------------|
| 4:30 – 4:35 pm | Welcome & Introduction | Chair, Mike Pashak |
| 4:35 – 4:45 pm | Keynote: 13 Ways | Doug Griffiths |
| 4:45 – 5:05 pm | Guest Speaker: Presentation: Policing & Q&A | Angela Duncan |
| 5:05 – 5:25 pm | Guest Speaker: Mooring Standards | Gerry Haekel |
| 5:25 – 5:35 pm | Intermission | |
| 5:35 – 6:30 pm | AGM | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

Event Sponsor: Titanium





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 7.d) STEP Ec. Dev Alliance – Grant applications & Budget

Meeting Date: October 16, 2021

Background

The St. Paul/Elk Point Economic Development Alliance is headed by a committee that was formed to explore a regional economic development partnership. It is comprised of the County of St. Paul, Town of St. Paul, Town of Elk Point and Summer Village of Horseshoe Bay in partnership with the St. Paul & District Changer of Commerce.

Request

To move forward with the regional economic development partnership, the projects managed by the EDO must be deemed successful. The STEP Committee, populated by representatives for the four partner municipalities, has recognized that projects and grant opportunities are already on the horizon that will fuel the initiative in 2022 and beyond. As such, the STEP Committee is requesting that the four councils consider committing funding to several projects in their upcoming budgets. This will give the STEP initiative operational certainty moving forward in the short to medium term and allow them to pursue provincial and federal grants that will minimize the funding requirement from municipalities.

Projects

EDO Contract Extension/Ancillary & Small Projects Costs: SVHB cost \$320
Regional Marketing & Worker Attraction Project: SVHB cost: \$50 (2 yr commitment \$100)
Tourism Coordinator: SVHB cost: \$200 (CIP); \$100 (CCRF)
Film Friendly Community Attraction Incentive: SVHB cost: \$200

Recommendation/RFD/Comments

Administration is recommending the following resolutions:

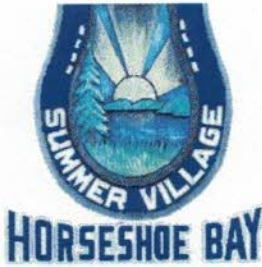
MOVED BY _____ that Council agree to support and partner in the STEP Economic Development Projects, and to commit to contributing our share of the funding requests as outlined in the STEP Project/Budget List for 2022.

-Carried-

MOVED BY _____ that council approve the Labour Market Partnership (LMP) grant application through Alberta Labour and Immigration on behalf of STEP with the Town of Elk Point, the Town of St. Paul and the County of St. Paul as the grant managing partner. Further, the Summer Village of Horseshoe Bay's proportionate funding match is \$100 (\$50 each year in 2022 and 2023).

-Carried-

7.d)



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 7.d) STEP Ec. Dev Alliance – Grant applications & Budget

Meeting Date: October 16, 2021

Background

The St. Paul/Elk Point Economic Development Alliance is headed by a committee that was formed to explore a regional economic development partnership. It is comprised of the County of St. Paul Town of St. Paul, Town of Elk Point and Summer Village of Horseshoe Bay in partnership with the St. Paul & District Changer of Commerce.

Request

To move forward with the regional economic development partnership, the projects managed by the EDO must be deemed successful. The STEP Committee, populated by representatives for the four partner municipalities, has recognized that projects and grant opportunities are already on the horizon that will fuel the initiative in 2022 and beyond. As such, the STEP Committee is requesting that the four councils consider committing funding to several projects in their upcoming budgets. This will give the STEP initiative operational certainty moving forward in the short to medium term and allow them to pursue provincial and federal grants that will minimize the funding requirement from municipalities.

Projects

EDO Contract Extension/Ancillary & Small Projects Costs: SVHB cost \$320

Regional Marketing & Worker Attraction Project: SVHB cost: \$50 (2 yr commitment \$100)

Tourism Coordinator: SVHB cost: \$200 (CIP); \$100 (CCRF)

Film Friendly Community Attraction Incentive: SVHB cost: \$200

Recommendation/RFD/Comments

Administration is recommending the following resolutions:

MOVED BY _____ that Council agree to support and partner in the STEP Economic Development Projects, and to commit to contributing our share of the funding requests as outlined in the STEP Project/Budget List for 2022.

-Carried-

7.d)

STEP - DRAFT Project/Budget List for 2022

Linda Sallstrom <lsallstrom@stepeconomicdevelopment.ca>

Mon, Sep 20, 2021 at 2:37 PM

To: Ken Gwozdz <cao@elkpoint.ca>, skitz@county.stpaul.ab.ca, svhorseshoebay@gmail.com, Steven Jeffery <sjeffery@town.stpaul.ab.ca>

Good Day Everyone

My apologies for the lateness of the STEP Project/Budget List for 2022; I had indicated that it would be sent much sooner. I must say it has been quite a task to wrap my head around potential projects and funding. Please note this is a draft document for discussion and budget planning. The document has not been approved by the STEP Committee and I am seeking their review at this time. It is not our intent to deliver to Council until it has received STEP approval. I am, however, open to your feedback.

I also note that I will be submitting the funding application for the LMP grant to AB Labour and Immigration in early November. I will be submitting an RFD to the County of St. Paul for October 12 meeting for their agreeance on being the grant proponent as STEP is not eligible to do so. Additionally, I will be seeking funding support across the municipalities for \$25,000 over two years (see project list). Once I have the County Council's agreeance to be the grant proponent, I will be requesting funding support from other Councils. Please note I do not want to leave for proposal with the full document due to the close submission date.

Thank you and I look forward to any feedback or questions.

Linda Sallstrom

Economic Development Officer

780-646-2975

lsallstrom@stepeconomicdevelopment.ca

www.stepeconomicdevelopment.ca



This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the system manager. This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail.

To: STEP Committee/CAO's
From: Linda Sallstrom
Date: September 20, 2021
Re: STEP Economic Development Project Priority List 2022

Background

The St. Paul/Elk Point Economic Development Alliance is headed by a committee that was formed to explore a regional economic development partnership. It is comprised of the County of St. Paul, Town of St. Paul, Town of Elk Point, and Summer Village of Horseshoe Bay in partnership with the St. Paul & District Chamber of Commerce. STEP's strategies moving forward into 2022 are:

- Strategy 1: Centralized Economic Development within the region
- Strategy 2: Support growth of priority industry sectors
- Strategy 3: Position workforce development as a cornerstone of regional economic development
- Strategy 4: Support regional economic development through partnerships and advocacy
- Strategy 5: Establish STEP Economic Development Alliance beyond March 31, 2021 pilot

STEP managed three successful economic development and workforce development projects during its inaugural (pilot) year 2020-21. These projects helped STEP hire and manage a contracted Regional Economic Development Officer (EDO) in 2021. Now is the time to plan for the next phase of the initiative.

Request

To move forward with the regional economic development partnership, the projects managed by the EDO must be deemed successful. The STEP Committee, populated by representatives for the four partner municipalities, has recognized that projects and grant opportunities are already on the horizon that will fuel the initiative in 2022 and beyond. As such, we are requesting that the four councils consider committing to funding several projects in their upcoming budgets. This will give the STEP initiative operational certainty moving forward in the short to medium term and allow us to pursue provincial and federal grants that will minimize the funding requirements from the municipalities.

Projects

NEW REQUESTS

| | | | |
|------------------|--|----------|--|
| Project: | EDO Contract Extension/Ancillary and Small Project Costs | | |
| Cost: | \$60,000/\$20,000 | | |
| Funding Request: | \$80,000 | | |
| Breakdown: | County of St. Paul | \$37,280 | |
| | Town of St. Paul | \$34,400 | |
| | Town of Elk Point | \$8,000 | |
| | SVHSB | \$320 | |

Outcomes: Strategy 1: Centralized Economic Development within the region
 Strategy 2: Support growth of priority industry sectors
 Strategy 3: Position workforce development as a cornerstone of regional economic development
 Strategy 4: Support regional economic development through partnerships and advocacy
 Strategy 5: Support the STEP Economic Development Alliance continuation beyond a pilot project

Project: Regional Marketing and Worker Attraction Project (*2022-2024 project scope)
 Cost: \$100,000
 Funding Request: **\$12,500 (\$25,000 required over 2022 and 2023)**
 Breakdown: County of St. Paul \$5,825 (2-year commitment \$11,650)
 Town of St. Paul \$5,375 (2-year commitment \$10,750)
 Town of Elk Point \$1,250 (2-year commitment \$2,500)
 SVHSB \$50 (2-year commitment \$100)

Grant Target(s): Labour Market Partnership (LMP)
 Outcomes: Strategy 3: Position workforce development as a cornerstone of regional economic development

ALREADY SUBMITTED

Project: Fieldhouse Feasibility Study
 Cost: \$100,000
 Funding Request: \$25,000 (CCRF); \$50,000 (CFEP) -Approved (**recreation budget/not included in request)
 Grant Target(s): Canada Revitalization Fund (CCRF); Community Facility Enhancement Program (CFEP)
 Outcomes: Strategy 2: Support growth of priority industry sectors

PLANNED

Project: Recreation & Tourism Strategy
 Cost: \$175,000
 Funding Request: **No match required**
 Grant Target(s): Alberta Community Partnership (ACP)
 Outcomes: Strategy 2: Support growth of priority industry sectors (*approved to apply for recreation feasibility study/incorporate tourism)

Project: Tourism Coordinator
 Cost: \$50,000
 Funding Request: **\$25,000(CIP); \$12,500 (CCRF) (*request based on CIP funding match)**
 Breakdown: County of St. Paul \$23,300 (CIP); \$11,650 (CCRF)
 Town of St. Paul \$21,500 (CIP); \$10,750 (CCRF)
 Town of Elk Point \$5,000 (CIP); \$2,500 (CCRF)
 SVHSB \$200 (CIP); \$100 (CCRF)
 Grant Target(s): Community Initiatives Program (CIP); Canada Revitalization Fund (CCRF)
 Outcomes: Strategy 2: Support growth of priority industry sectors

Project: Film Friendly Community Attraction Incentive
 Cost: \$50,000
 Funding Request: **\$50,000**
 Breakdown: County of St. Paul \$23,300
 Town of St. Paul \$21,500
 Town of Elk Point \$5,000
 SVHSB \$200
 Outcomes: Strategy 2: Support growth of priority industry sectors

POTENTIAL

Project: Waste Management/Energy Management
 Cost: Undetermined/Unknown
 Funding Request: ???
 Grant Target(s): Eco-West/FCM
 Outcomes: Strategy 2: Support growth of priority industry sectors
 Strategy 4: Support regional economic development through partnerships and advocacy

Project: AI/ML Development
 Cost: Currently scoping
 Funding Request: ???
 Grant Target(s): FCM
 Outcomes: Strategy 2: Support growth of priority industry sectors

Project: Broadband
 Cost: Unknown
 Funding Request: ???
 Grant Target(s): ???
 Outcomes: Strategy 2: Support growth of priority industry sectors

Request

TOTAL EC DEV PROJECT VALUE: \$455,000

FUNDS REQUESTED: \$167,500

Breakdown: County of St. Paul \$78,055
 Town of St. Paul \$72,025
 Town of Elk Point \$16,750
 SVHSB \$670

ROI is approximately 63% (not including ROI on entrepreneurial engagement, stakeholder/partnership investment or support to municipal departments)



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.a) Approval of 2022 Interim Budget

Meeting Date: October 16, 2021

Background

As per section 242, 243, 244 & 248.1 of the MGA, an interim operating budget must be passed prior to January 1 for the next fiscal year.

The Interim 2022 Budget for January 1, 2022 to June 30, 2022 is attached for councils approval.

Recommendation/RFD/Comments

MOVED BY Gary Burns that council approve the 2022 Interim Budget for the 6 months ended June 30, 2022, as follows:

| | |
|---|------------------------|
| Revenue | |
| Total Property Tax Revenue | \$124,503 |
| Less: School & DIP Requisitions | <u>43,866</u> |
| Net Municipal Property Taxes | 80,637 |
| Other Revenue | 3,363 |
| Government Transfers for Grants | <u>144,000</u> |
| Total Revenue | <u>228,000</u> |
| Expenses | |
| Operating Expenses | <u>174,000</u> |
| Excess of Revenue over Expenses, Before Capital Expenditures | 54,000 |
| Capital Expenditures | <u>75,000</u> |
| Deficiency of Revenue over Expenses, Before non-cash items | -21,000 |
| Adjustment for non-cash items | 27,132 |
| Transfer from Unrestricted Surplus | <u>-0-</u> |
| Financial Plan Balance | <u>\$ 6,132</u> |

-Carried-

8.a)

SUMMER VILLAGE OF HORSESHOE BAY
2022 INTERIM BUDGET

| | INTERIM Budget Jan. 1 to June 30,2021 | Year ended Decemeber 31 | | | INTERIM Budget Jan. 1 to June 30,2022 |
|--|--|-------------------------|-------------------|-----------------------|--|
| | | 2021 Budget | Preliminary Draft | | |
| | | | Actual 2021 | 2022 Annual Budget | |
| REVENUE | | | | | |
| Taxation Revenue | | | | | |
| Residential Property Tax | \$ 97,842 | \$ 103,778 | \$ 103,778 | \$ 103,778 | \$ 103,778 |
| Minimum Tax adjustment | 16,869 | 18,720 | 18,720 | 18,720 | 18,720 |
| Total Residential property tax | 114,711 | 122,498 | 122,498 | 122,498 | 122,498 |
| Non-Residential - before Min. Tax Adjust. | 1,239 | 1,288 | 1,288 | 1,288 | 1,288 |
| Non-Residential Min. Tax adjust. | 632 | 717 | 717 | 717 | 717 |
| | 1,871 | 2,005 | 2,005 | 2,005 | 2,005 |
| Total Property Taxes & GIP | 116,582 | 124,503 | 124,503 | 124,503 | 124,503 |
| Less Education Requisition transfers | 41,680 | 43,866 | 43,866 | 43,866 | 43,866 |
| DI Property tax requisition | - | - | - | - | - |
| Total Municipal Property Taxes | 74,902 | 80,637 | 80,637 | 80,637 | 80,637 |
| Other Revenue | | | | | |
| User Fees (Certificate fees, Hall use, etc.) | 150 | 400 | 550 | 400 | 300 |
| Investment Income | 506 | 1,200 | 869 | 900 | 561 |
| Penalties & Costs on Taxes | 100 | 500 | 374 | 300 | |
| Permits (Development) & Licenses | 100 | 200 | 300 | 200 | 150 |
| Other Miscellaneous. Rev. & Contingency | - | 330 | 0 | 352 | 352 |
| Recreation Revenue | 200 | 2,000 | 100 | 2,000 | 2,000 |
| Total Other Revenue | 1,056 | 4,630 | 2,193 | 4,152 | 3,363 |
| Revenue before Op. Grants | 75,958 | 85,267 | 82,830 | 84,789 | 84,000 |
| Gov't Transfers for Operating | | | | | |
| Government Transfers for Operating | | 10,733 | 14,733 | 6,211 | 0 |
| Government Transfers for ACP grants | 68,042 | 172,000 | 94,317 | 63,000 | 63,000 |
| Total Grant Funding | 68,042 | 182,733 | 109,050 | 69,211 | 63,000 |
| TOTAL REVENUE | 144,000 | 268,000 | 191,880 | 154,000 | 147,000 |
| EXPENSE | | | | | |
| Council | | | | | |
| Council Honorarium | 3,000 | 10,800 | 9,150 | 8,550 | 4,050 |
| Council Benefits (Mileage & Subsistence) | 1,000 | 1,200 | 252 | 700 | 600 |
| Council Communications - Wi-Fi | 300 | 500 | 475 | 500 | 500 |
| Council Election & Census expense | 500 | 1,000 | 465 | 500 | 500 |
| Council Memberships & Registrations | 200 | 1,500 | 600 | 750 | 350 |
| Total Council | 5,000 | 15,000 | 10,942 | 11,000 | 6,000 |
| General & Administrative Expenses | | | | | |
| Administration - Contract | 8,800 | 20,100 | 20,113 | 18,000 | 8,900 |
| Travel & Subsistence | 50 | 100 | | 200 | 100 |
| Advertising & Promotions | 100 | 200 | 55 | 100 | 50 |
| Assessment Services | 2,650 | 5,300 | 5,300 | 5,440 | 2,720 |
| Audit & Legal | 5,900 | 5,800 | 5,700 | 5,800 | 5,800 |
| Communications - Courier & Postage | 400 | 900 | 400 | 400 | 200 |
| Memberships | 1,500 | 1,500 | 1,386 | 1,400 | 1,400 |
| Materials, goods, supplies & Services | 1,470 | 2,500 | 3,265 | 2,500 | 1,250 |
| Other Services & contingency | 100 | 100 | 201 | 460 | 350 |
| Registrations | 50 | 100 | 21 | 300 | 150 |
| WCB | 400 | 500 | 486 | 500 | 500 |
| Website Maintenance | 580 | 900 | 873 | 900 | 580 |
| Total General & Administrative Exp. | 22,000 | 38,000 | 37,800 | 36,000 | 22,000 |

SUMMER VILLAGE OF HORSESHOE BAY
2022 INTERIM BUDGET

| | INTERIM Budget Jan. 1 to June 30,2021 | Year ended Decemeber 31 | | | INTERIM Budget Jan. 1 to June 30,2022 |
|--|--|-------------------------|-------------------|-----------------------|--|
| | | 2021 Budget | Preliminary Draft | | |
| | | | Actual 2021 | 2022 Annual Budget | |
| EXPENSES Continued | | | | | |
| Roads, Streets, Walks, Lighting | | | | | |
| Road Projects Crack Filling , softspots,etc. | 13,000 | 29,000 | 48,143 | 13,000 | 13,000 |
| Road Maintenance & repairs | 758 | 343 | 622 | 843 | 843 |
| Road Maintenance County of St Paul | 2,500 | 4,000 | 2,000 | 4,000 | 2,928 |
| Signage | 200 | 200 | 948 | 500 | 500 |
| Stormwater Management Plan | 68,042 | 172,000 | 97,517 | 66,200 | 63,000 |
| Amortization | 24,500 | 49,457 | 49,457 | 49,457 | 24,729 |
| Total Roads, Streets, Walks, Lights | 109,000 | 255,000 | 198,687 | 134,000 | 105,000 |
| Fire & Protective Services | | | | | |
| Police Costs Recovery | 2,649 | 2,438 | 2,385 | 3,248 | 3,248 |
| Emergency - E911 | 150 | 300 | 296 | 300 | 150 |
| Preventive Services purchased | 100 | 0 | 0 | 0 | 0 |
| Preventive Services - materials & supplies | 292 | 256 | | 0 | 0 |
| Fire Expenses - County of St Paul | 2,920 | 2,920 | 2,920 | 2,920 | 2,920 |
| Fire Equipment for CSP Mallaig FD UTV | | 6,000 | 6,000 | | |
| Reg. Emergency Management Exp. | 434 | 309 | 309 | 1,382 | 325 |
| Occupational Health & Safety | 705 | 1,027 | 1,027 | 1,400 | 607 |
| Regional GIS system services - MuniSite | 750 | 750 | 750 | 750 | 750 |
| Total Fire & Protective Services | 8,000 | 14,000 | 13,687 | 10,000 | 8,000 |
| Waste Management | | | | | |
| Waste Management Exp Non-County | 450 | 878 | 31 | 641 | 0 |
| Waste Management Exp County | 12,200 | 12,403 | 12,501 | 12,640 | 12,640 |
| Amortization | 350 | 719 | 719 | 719 | 360 |
| Total Waste Management | 13,000 | 14,000 | 13,251 | 14,000 | 13,000 |
| Planning, Develop't & IM Collaboration | 1,000 | 1,000 | 250 | 1,000 | 1,000 |
| Parks & Recreation | | | | | |
| Contracted Services - Hall | 200 | 500 | 316 | 400 | 200 |
| Contracted Services - Park grass & equip. | 1,500 | 4,000 | 2,859 | 4,000 | 2,000 |
| Contracted Services - Other | 2,500 | 7,315 | 5,246 | 4,100 | 2,000 |
| Total Contracted Services - Labour | 4,200 | 11,815 | 8,421 | 8,500 | 4,200 |
| Contracted services County of St Paul | 2,500 | 2,000 | 2,000 | 2,000 | 2,000 |
| SV share of exp. Reg. Rec. Class A assets | 1,300 | 2,600 | 2,557 | 2,600 | 1,300 |
| Insurance Rec Centre, Parks, Recreation | 2,500 | 2,600 | 2,619 | 2,800 | 2,800 |
| Materials, Goods, Supplies & Services | 1,250 | 2,400 | 510 | 2,515 | 2,157 |
| Utilities | 2,250 | 4,500 | 4,500 | 4,500 | 2,500 |
| Small capital purchases | 2,000 | 2,000 | 1,333 | 2,000 | 2,000 |
| Amortization | 2,000 | 4,085 | 4,085 | 4,085 | 2,043 |
| Total Parks & Recreation | 18,000 | 32,000 | 26,025 | 29,000 | 19,000 |
| TOTAL OPERATING EXPENSE | 176,000 | 369,000 | 300,642 | 235,000 | 174,000 |
| Excess (Deficiency) of Revenue over Expenses before Capital | -32,000 | -101,000 | -108,762 | -81,000 | -27,000 |
| Other | | | | | |
| Government transfers for capital | 81,500 | 355,000 | 63,071 | 163,000 | 81,000 |
| Excess (Deficiency) of Rev. over Exp. | 49,500 | 254,000 | -45,691 | 82,000 | 54,000 |
| Adj. for cash items, not PSAB Rev. or Exp. | | | | | |
| Tangible Capital Assets expenditures | - 75,000 | -318,000 | -7,980 | -150,000 | -75,000 |
| Deficiency of rev. over exp. after amort. | - 25,500 | -64,000 | -53,671 | -68,000 | -21,000 |
| Adjustment for non-cash items | | | | | |
| Amortization | 26,850 | 54,261 | 54,261 | 54,261 | 27,132 |
| Transfer from Unrestricted Surplus for Op. | | 4,520 | 0 | 13,739 | 0 |
| Transfer from Unrestricted Surplus Capital | - | 5,219 | 0 | | 0 |
| Financial Plan Balance | \$ 1,350 | 0 | \$ 590 | 0 | 6,132 |



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.b) Address for Martin Recreation Center Property

Meeting Date: Sept. 16, 2021

Background

We recently sub-divided the MR lot that the Martin Rec Center is on. For identification purposes the lot needs a street address. We can't get a post office box for the Village without a street address, and it would be helpful for Line locates and fire, ambulance and police service. Administration is proposing that the lot be given the street address, 23B Horseshoe Bay Drive.

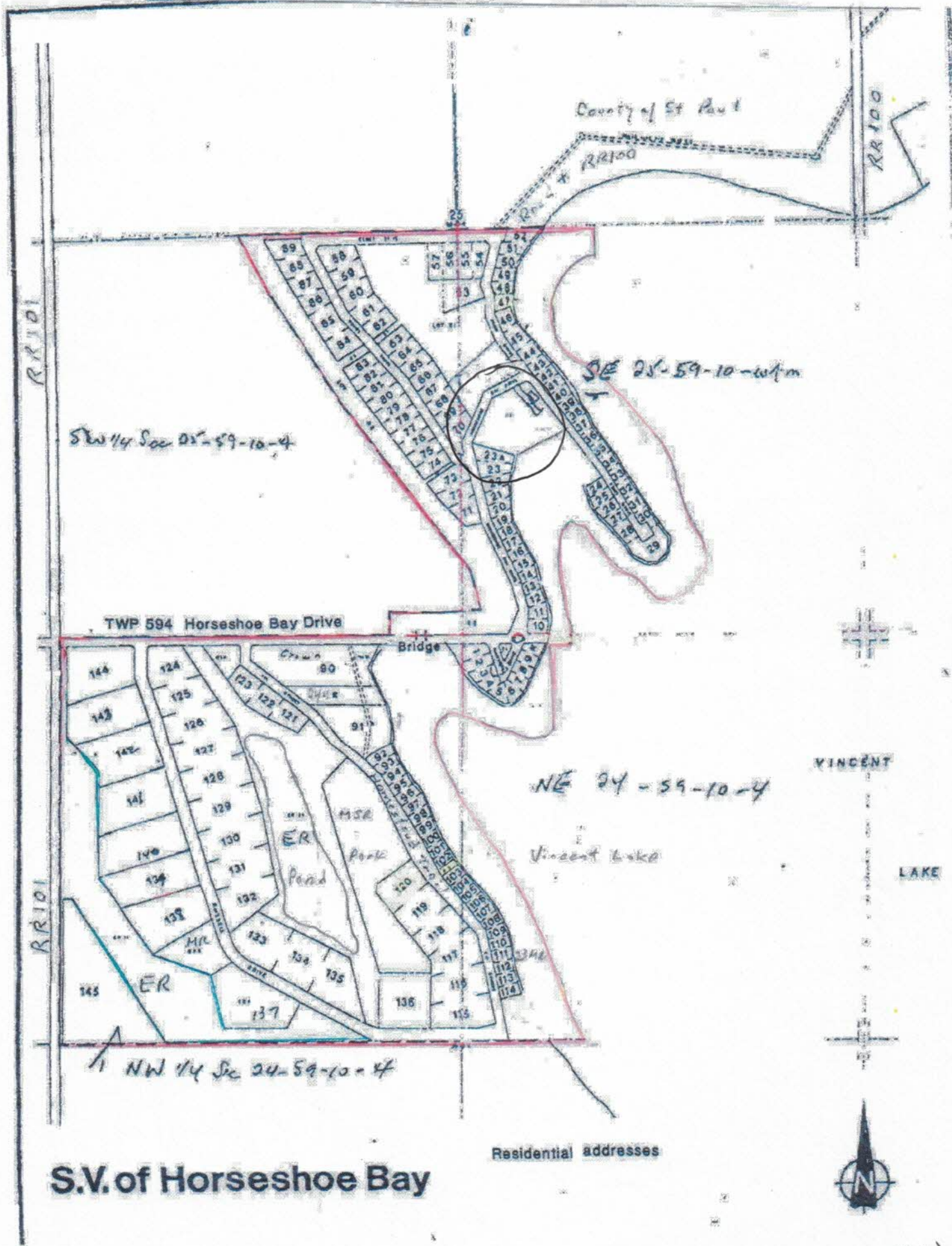
The Rec Center property is to the east of lots #23 and #23A, and lots #24 to #54 are all used along Point Drive.

Recommendation/RFD/Comments

MOVED BY _____ that council approve designating the Martin Recreation Center lot as lot #23B Horseshoe Bay Drive.

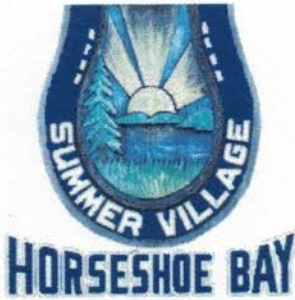
-Carried-

8. b)



S.V. of Horseshoe Bay

Residential addresses



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.c) Assessment Services Contract

Meeting Date: October 16, 2021

Background

The Summer Village assessment services contract with Municipal Assessment Services Group Inc., expires on December 31, 2021.

The Proposal to Renew Property Assessment Services for a four year term from January 1, 2022 to December 31, 2025, is attached.

Summary of Renewal Proposal

| | |
|---|---------|
| For the period January 1 to December 31, 2022 | \$5,440 |
| For the period January 1 to December 31, 2023 | 5,520 |
| For the period January 1 to December 31, 2024 | 5,600 |
| For the period January 1 to December 31, 2025 | 5,680 |

Recommendation/RFD/Comments

MOVED BY Marg Salerge that council renew the Agreement with Municipal Assessment Services Group Inc. for property assessment services in the Summer Village of Horseshoe Bay, for the four year period from January 1, 2022 to December 31, 2025.

CARRIED

8.c)

Municipal Assessment Services Group Inc.

PO Box 3369, 10404 – 100 Avenue Morinville, AB T8R 1S2

Ph. 780.939.3310 Fax 780.939.3350



September 27, 2021

Mr. Norman Briscoe
CAO
PO Box 1778
St. Paul, AB T0A 3A0

Dear Norman:

RE: PROPOSAL TO RENEW PROPERTY ASSESSMENT SERVICES

Municipal Assessment Services Group Inc. is proud to have been the assessment service provider to the Summer Village of Horseshoe Bay for the past 24 years! We hope the service we have provided has exceeded all the expectations of Council and Administration during that time.

Our current assessment services contract expires on December 31, 2021. I appreciate the opportunity to offer you this renewal for your review with the same terms of service.

I've used a renewal contract term period of four years. (**January 1, 2022 to December 31, 2025**). We would be pleased to look at a longer term if that better meets your needs.

*First Year of Term Price @ \$5,440 (\$1,360 Quarterly)
(For the period January 1, 2022 to December 31, 2022)*

*Second Year of Term Price @ \$5,520 (\$1,380 Quarterly)
(For the period January 1, 2023 to December 31, 2023)*

*Third Year of Term Price @ \$5,600(\$1,400 Quarterly)
(For the period January 1, 2024 to December 31, 2024)*

*Fourth Year of Term Price @ \$5,680(\$1,420 Quarterly)
(For the period January 1, 2025 to December 31, 2025)*

**(Please note that above prices do not include GST)*

In Summary, Municipal Assessment Services Group will continue to provide The Summer Village of Horseshoe Bay with the highest quality alternative for your assessment service needs.

Municipal Assessment Services Group is proud of the track record it has developed in meeting all of its contracts and obligations.

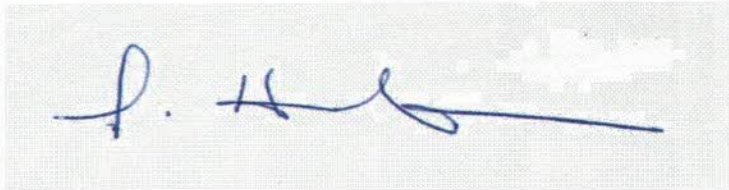
Included with this renewal proposal are the proposed and Schedules "A" and "B" of the agreement outlining the services and costs.

Kindly review this at your leisure and if you and council agree to the terms, we would look forward to working another 4 years with the SV of Horseshoe Bay.

As we've all learned to adapt to using the internet to transfer information electronically, we find some of the municipalities prefer to 'print-scan-email' the renewal agreements. If you would prefer this method, please print off and insert the date of agreement approval Cover page (Page 3 of this document) and then print and sign the signatory page (Page 7 of this document) then email back the entire agreement. I in turn, will sign, scan and email the agreement back to you for your files. If you're more comfortable using Canada Post, that is fine too.

In closing, it has been a pleasure to work with Horseshoe Bay and I look forward to continuing the great working relationship that's been established over the last 24 years!

Respectfully,

A handwritten signature in blue ink, appearing to read 'D. Kanuka', is written over a light grey rectangular background.

Dan Kanuka, AMAA
Appointed Assessor/Designated Officer for the SV of Horseshoe Bay
For Municipal Assessment Services Group Inc.



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.d) North Saskatchewan Watershed Alliance (NSWA) Request for Donation

Meeting Date: October 16, 2021

Background

The NSWA is requesting a Municipal Contribution to NSWA of \$0.50 per capita.

SVHB contribution would be: population of 73 X \$0.50 = \$36.50

Recommendation/RFD/Comments

MOVED BY _____ that council approve/decline to make a contribution to the NSWA.

-Carried-

8.d)



NSWA

NORTH SASKATCHEWAN
WATERSHED ALLIANCE

RECEIVED SEP 03 2021

Invoice

| Date | Invoice # |
|------------|-----------|
| 01/10/2021 | 2022.107 |

202 - 9440 49 Street NW
Edmonton, Alberta
T6B 2M9

| | |
|-----------------|-----------------------|
| Phone # | 587.525.6827 |
| E-mail | ellen.cust@nswa.ab.ca |
| Web Site | www.nswa.ab.ca |

COPY

| |
|---|
| Invoice To |
| Summer Village of Horseshoe Bay Mayor Gary Burns PO Box 1778 St Paul, Alberta T0A 3A0 |

| Description | Qty | P.O. No. | Amount |
|--|-----|--------------|----------|
| | | Rate | |
| Summer Village Contribution January 1 to December 31, 2022 - Funding Request | 1 | 100.00 | 100.00 |
| Thank you for your support | | Total | \$100.00 |

GST/HST No. 890443419

8.d)



RECEIVED SEP 03 2021

202, 9440 49 Street, Edmonton, AB T6B 2M9 NSWA.AB.CA

September 1, 2021

Mayor Gary Burns
Summer Village of Horseshoe Bay
PO Box 1778
St. Paul, AB
T0A 3A0

RE: Municipal Contribution to NSWA

I am pleased to provide a copy of the North Saskatchewan Watershed Alliance (NSWA) 2020-21 Annual Report, which summarizes the projects and collaborative partnerships that NSWA has conducted in your watershed during the past year. **This important work was accomplished thanks to the generous support of over 40 municipalities in our shared watershed.** We would again appreciate positive consideration by your Council for a \$0.50 per capita contribution to NSWA for 2021.

How your financial contribution benefits your community

Now more than ever municipalities must rely on partnerships to help provide key services to their communities. NSWA has successfully applied for **over \$3.0 million worth of provincial and federal grants to support municipalities and local stewardship groups in the last five years.** See the attached summary table and information sheet for how NSWA can help your municipality.

NSWA is helping to address many local watershed management issues including:

- Riparian and wetland habitat conservation and restoration
- River and creek hydrology studies
- Natural areas and groundwater recharge areas protection
- Fisheries habitat and aquatic health assessments, including invasive species issues
- Long term impacts of land use changes on watershed health
- Best management practices and planning policies related to riparian, wetland and natural area protection, stormwater management and flood protection and water conservation.

In addition to financial contributions from individual municipalities, our non-profit alliance depends on an annual operating grant from the Government of Alberta and contributions from EPCOR. More information about the NSWA, our bylaws, finances and projects can be found online at www.nswa.ab.ca.

SECRET
CONFIDENTIAL

In 2005, the Government of Alberta appointed NSWA as the Watershed Planning and Advisory Council for the North Saskatchewan River (NSR) basin under *Water for Life: Alberta's Strategy for Sustainability*. NSWA has made significant progress under this mandate, and in 2012 released an Integrated Watershed Management Plan (IWMP) for the North Saskatchewan River basin. This major undertaking provides advice and direction to protect the long-term supply and quality of water resources for future generations. IWMP implementation is now underway through strategic watershed partnerships with local municipalities and stewardship groups.

NSWA partners with individual municipalities and three sub-watershed alliances to assess local watershed conditions and issues, coordinate inter-municipal projects, and develop harmonized land policies to support long-term sustainability of watershed resources. NSWA also provides technical expertise, grant application support, consultant coordination and facilitation services for meetings and workshops.

NSWA is also involved in many major intergovernmental projects such as the North Saskatchewan Regional Land Use Framework, Edmonton Metro Region Growth Plan, Industrial Heartland Water Management Framework and EPCOR's Drinking Water Protection Plan. This involvement, plus its close working relationship with many Alberta government agencies, allows NSWA to connect municipalities such as yours with the best resources to address watershed issues.

NSWA would be pleased to discuss any watershed issues of concern to your municipality and to provide a briefing if requested by your Council or Administration. Please feel free to contact NSWA's Executive Director, Ms. Leah Kongsrude at 587-525-6827 or leah.kongsrude@nswa.ab.ca in this regard. Ms. Kongsrude has over 30 years of environmental experience, including ten years in municipal government, and appreciates the challenges and opportunities that municipalities face with local watershed management issues.

Thank you for your consideration. We have taken the liberty of enclosing an invoice.



Mr. Ken Crutchfield, President
North Saskatchewan Watershed Alliance Society

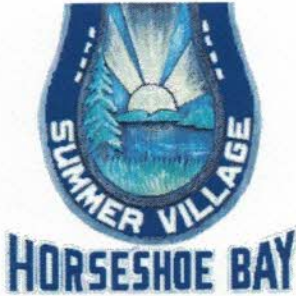
Cc: Chief Administrative Officer

Attachments: NSWA Coordinated Sub-Watershed Project and Grant Summary
NSWA Annual Report 2020-2021
How can NSWA help your Municipality with Watershed Issues?

NSWA Coordinated Sub-Watershed Project and Grant Summary

| SUB-WATERSHED | MAJOR WATERBODIES | MUNICIPALITIES | PROJECTS |
|-----------------------|---|---|---|
| HEADWATERS | North Saskatchewan River Cline River Clearwater River Ram River Brazeau River Modeste Creek Strawberry Creek Wabamun Lake | Clearwater County Brazeau County Parkland County Leduc County Wetaskiwin County Town of Drayton Valley Town of Rocky Mountain House Town of Devon Town of Thorsby Village of Wabamun | <ul style="list-style-type: none"> • \$130,000 Alberta Water Resiliency and Restoration Program grant used to create an online web portal for data on the health of riparian areas in the Modeste, Strawberry and Sturgeon subwatersheds. This data will be used to conserve or restore high priority riparian areas that will provide greater flood/drought resistance, improve water quality, and enhance wildlife habitat. The Riparian Web Portal is being expanded to include new data for the Beaverhill, White Earth, Vermilion, Frog and Monnery subwatersheds in 2021. • The Wabamun Lake Watershed Management Plan was finalized in 2020 with involvement of local municipalities and lake stewardship groups |
| STURGEON RIVER | Sturgeon River Isle Lake Lac St. Anne Birch Lake Matchaway Lake Sandy Lake Kilini Creek Riviere Qu'Barre Atim Creek Carrot Creek | Lac St. Anne County Parkland County Sturgeon County City of Edmonton City of St. Albert City of Spruce Grove Town of Stony Plain Town of Onoway Town of Morinville Town of Gibbons Summer Villages of Lac Ste. Anne County East | <ul style="list-style-type: none"> • \$512,000 from three provincial and federal grants was used to summarize information on: <ul style="list-style-type: none"> ○ surface water and groundwater hydrology ○ wetland and natural areas ○ water quality ○ fisheries habitat and aquatic life ○ riparian intactness ○ policy and planning tools for watershed protection • This information was used to complete a Sturgeon River Watershed Management Plan (2020) which provides guidance and actions to protect the watershed. |

| | | | |
|--------------------------------|---|---|---|
| <p>VERMILLION RIVER</p> | <p>Vermillion River Waskwei Creek Cotton Creek Birch Creek Campbell Creek Deer Creek Stretton Creek</p> | <p>County of Vermillion River County of Minburn Beaver County County of Two Hills County of St. Paul Town of Vermillion Town of Vegreville Town of Two Hills Town of St. Paul Town of Elk Point Town of Bruderheim Village of Holden Village of Innisfree Village of Myrnam</p> | <ul style="list-style-type: none"> • A \$200,000 Alberta Community Partnership Grant was received to implement priority action items from the Sturgeon River Watershed Management Plan in 2020-2023. • A four-year, \$1.4 million Water Resiliency and Restoration Program grant to promote riparian and wetland restoration projects in the watershed. To date over 100 ha of wetlands and riparian areas have been enhanced or restored through this project. • A shared \$75,000 Water Resiliency and Restoration Program grant with Sturgeon River Watershed Alliance was used to assess long term land use changes in the watershed and its effect on the hydrology of the basin. This study uses ALCES, a cumulative assessment simulation assessment tool, to show the impacts of land use decisions. This tool has also been used by the Edmonton Metro Regional Board to support its planning discussions and policy. |
| <p>BEAVERHILL</p> | <p>North Saskatchewan River Beaverhill Creek Astotin Creek Beaverhill Lake Cooking Lake Hastings Lake Antler Lake</p> | <p>Strathcona County Lamont County Beaver County City of Fort Saskatchewan Town of Bruderheim Town of Tofield Town of Ryley</p> | <ul style="list-style-type: none"> • A \$500,000 Canadian Agriculture Partnership Grant is being used to expand data on riparian health for the Beaverhill, White Earth, Vermilion, Frog and Monnery subwatersheds. • A Land Stewardship grant was used to complete a lake management plan for Antler Lake. |



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.e) Policy #4 – Council Per Diem

Meeting Date: October 16, 2021

Background

Because attendance at meetings, training, workshops and conferences has changed drastically with Covid-19 restrictions, Policy #4 – Per Diem Payment to Council and Board/Committee Members needs to be re-visited.

A copy of Policy #4 is attached for your information.

Recommendation/RFD/Comments

Presented for information and discussion. Any action required by council be determined after council has had an opportunity to discuss.

-Carried-

8.e)



Summer Village of Horseshoe Bay

Effective Date: May 2, 2020

Policy Number: 4

Title: Per Diem Payment to Council and Board/Committee Members

1. Policy Statement

- 1.1 The Summer Village of Horseshoe Bay will establish a per diem rate to reimburse Council members and members at large for attending board and committee meetings.

2. Definitions

- 2.1 "Per Diem" is the daily amount paid to a Councillor or board member for attending meetings of committees to which they are appointed, attending various other meetings that are specified in this policy's procedures, and attending special meetings that are duly authorized by Council

3. Per Diems

- 3.1 Per Diem of \$ 150.00 per day shall be paid to Councillors for:

- i) Conducting annual evaluations of the Chief Administrative Officer at a pre-approved meeting outside of a Regular or Special Council meeting;
- ii) Board/Committee workshops and conferences for appointed board members only when attendance is authorized/approved by the board/committee and approved by Council
- iii) Attendance at Conferences as set out under item 3.4
- iv) Meetings with/or on behalf of residents and community groups to which attendance is authorized by Council resolution (this would include open houses and public meetings)

- 3.2 Per Diem of \$ 40.00 per day shall be paid for attendance of:

- i) Meeting/training/workshops related to professional development as authorized or requested by Council

- 3.3 No per diem will be paid for attendance at:

- i) Political party and constituency functions
- ii) Any other function usually considered to be a social or public function including but not limited to:
 - Barbeques
 - Grand Openings
 - Ribbon Cutting Ceremonies
 - Community Events

- 3.4 Council recognizes that as part of carrying out Council business it is essential to participate in activities such as conferences. The following conferences are considered pre-approved for Council attendance and will be paid at the rate per 3.1:

- | | |
|-------------------|-----------------------|
| - ASVA Conference | All Council |
| - AUMA Conference | All Council |
| - Mayors Caucus | Mayor or Deputy Mayor |

Administration will advise Councillors of the above conferences and upon receiving the completed registration form and instruction from Councillors, administration will submit the registration form. Council is responsible for making other travel and accommodation arrangements as deemed necessary.

Policy # 4

Per Diem Payment to Council and Board/Committee Members

Page 2

- 3.5 All other board and committee members shall receive a per diem at the following rates:
 - Subdivision and Development Appeal Board \$ 150.00
 - Council Appointed Representatives on Committees/Boards \$ 150.00
- 3.6 Per diems may be changed by review of Council and supported by 2/3 majority vote.
- 3.7 Per diems shall be paid after the submission of a valid claim form and verified and authorized by the Chief Administrative Officer.

4. Per Diem Claims

- 4.1 All Council and Board/Committee per diem claims must be reviewed by administration to ensure compliance with policy, and shall indicate approval with the Chief Administrative Officer signature. The Mayor will sign the per diem claim to indicate acceptance.
- 4.2 The Deputy Mayor shall sign per diem claims submitted by the Mayor to indicate acceptance, and may in the absence of the Mayor sign all other per diem claims.

5. Policy Adoption/Amendment

Adopted by Resolution April 21, 2012
Amended by *Resolution 20-05-02-051*: May 2, 2020



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) 2020 Municipal Indicators

Meeting Date: October 16, 2021

Background

Beginning in 2017, Alberta Municipal Affairs started reporting on a new performance measure which identified the percentage on municipalities that were deemed to be "not at risk" based on financial and governance risk indicators.

Each of the 13 indicators has a defined benchmark, and a municipality will be deemed "not at risk" as long as it does not trigger a critical indicator or 3 or more non-critical indicators. For details about the 13 indicators, go to webpage: www.alberta.ca/municipal-indicators.aspx.

The ministry is pleased to inform you that your municipality did not trigger the required number of indicators to appear in this year's Municipal Indicator Results report.

For your information the **Municipal Profile for the Summer Village of Horseshoe Bay** is attached.

Recommendation/RFD/Comments

Presented for information and discussion. Any action required by council be determined after council has had an opportunity to discuss.

-Carried-

Subject: 2020 Municipal Indicator Results

Dear Chief Administrative Officer,

Beginning in 2017, Alberta Municipal Affairs started reporting on a new performance measure, which identified the percentage of municipalities that were deemed to be “not at risk” based on financial and governance risk indicators. This performance measure was developed in consultation with stakeholders, and is used as a benchmark for measuring the ministry’s efforts to ensure Albertans live in viable municipalities and communities with responsible, collaborative and accountable local governments.

Each of the thirteen indicators has a defined benchmark, and a municipality will be deemed “not at risk” as long as it does not trigger a critical indicator or three or more non-critical indicators. Municipal Affairs will publish the 2020 Municipal Indicator Results report for municipalities that are deemed “at risk” on the open government portal in early 2022 (<https://open.alberta.ca/publications/municipal-indicator-results>).

The municipal indicator results from 2016 to 2020 for all municipalities are available on the online Municipal Indicator Dashboard on the Municipal Indicators webpage (www.alberta.ca/municipal-indicators.aspx).

The ministry has compiled and verified the data collected from Alberta’s municipalities for the 2020 financial year and is pleased to inform you that your municipality did not trigger the required number of indicators to appear in this year’s Municipal Indicator Results report.

If you would like to discuss your results or the potential future release of these results on the Municipal Affairs website, please contact the Municipal Services Division at toll-free 310-0000, then 780-427-2225, or via email at lqsmail@gov.ab.ca.

Yours truly,

Gary Sandberg
Assistant Deputy Minister



Location and History Profile

Created on 10/1/2021 12:50:19PM

Summer Village of Horseshoe Bay

Municipal Code: 0375

Location Description [View Location Map](#) (url to the pdf location map)

| Twp | Rqe | Mer | Longitude | Latitude |
|-----|-----|-----|-----------|----------|
| 59 | 10 | W4 | 111°22' | 54°7' |

Rural neighbour: County of St. Paul No. 19

Incorporation History

[Municipal Boundary Document Search](#) (url to search results page of Annexation PDF's)

| | | | |
|-------------------|---|------------------------|------------------|
| Status: | Summer Village | Effective Date: | January 01, 1985 |
| Authority: | Order in Council 475/84 | Authority Date: | June 27, 1984 |
| Gazette: | Sep 15, 1984, p. 2624-2626 | | |
| Comments: | Erected as the Summer Village of Horseshoe Bay. | | |

The Municipal Profiles are a compilation of statistical, financial, and other information about municipalities in the Province of Alberta. The information is based on reports submitted and data made available to Alberta Municipal Affairs as of today. The Ministry is not responsible for the accuracy of the information. Users are encouraged to verify the accuracy of the information contained in the Municipal Profiles before relying on it.



Statistics Profile

Created on 10/1/2021 12:58:39PM

Summer Village of Horseshoe Bay

Municipal Code:0375

Membership in regional services commissions

(None)

| | <u>2020</u> | <u>2019</u> | <u>2018</u> | <u>2017</u> | <u>2016</u> |
|---|-------------|-------------|-------------|-------------|-------------|
| Population | | 73 | 73 | 73 | 37 |
| Total Full-Time Municipal Positions | 1 | 1 | 1 | 1 | 1 |
| Total Area of Municipality (Hectares) | 99.0 | 99.0 | 98.0 | 98.0 | 98.0 |
| Number of Hamlets (Specialized Municipalities & Municipal Districts Only) | | | | | |
| Length of all Open Roads Maintained (Kilometers) | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 |
| Water Mains Length (Kilometers) | | | | | |
| Wastewater Mains Length (Kilometers) | | | | | |
| Storm Drainage Mains Length (Kilometers) | | | | | |
| Number of Residences (Summer Villages Only) | 112 | 108 | 108 | 110 | 111 |
| Number of Dwelling Units | 53 | 53 | 53 | 51 | 52 |

The Municipal Profiles are a compilation of statistical, financial, and other information about municipalities in the Province of Alberta. The information is based on reports submitted and data made available to Alberta Municipal Affairs as of today. The Ministry is not responsible for the accuracy of the information. Users are encouraged to verify the accuracy of the information contained in the Municipal Profiles before relying on it.



Finance and Debt Limit Profile

Created on 10/1/2021 1:00:49PM

Summer Village of Horseshoe Bay

Municipal Code: 0375

| | <u>2020</u> | <u>2019</u> | <u>2018</u> |
|---|----------------------------------|----------------------------------|----------------------------------|
| Assets | | | |
| Cash and Temporary Investments | \$463,840 | \$343,134 | \$286,276 |
| Taxes & Grants in Place of Taxes Receivable | | | |
| Current | 590 | 1,271 | 663 |
| Arrears | 658 | 0 | 0 |
| Allowance | 0 | 0 | 0 |
| Receivable From Other Governments | 271,153 | 225,428 | 14,350 |
| Loans Receivable | 0 | 0 | 0 |
| Trade and Other Receivables | 0 | 0 | 0 |
| Debt Charges Recoverable | 0 | 0 | 0 |
| Inventories Held for Resale | | | |
| Land | 0 | 0 | 0 |
| Other | 0 | 0 | 0 |
| Long Term Investments | 1,078 | 1,046 | 1,009 |
| Other Current Assets | 0 | 250 | 0 |
| Other Long Term Assets | 0 | 0 | 0 |
| Total Financial Assets | <u>\$737,319</u> | <u>\$571,129</u> | <u>\$302,298</u> |
| Liabilities | | | |
| Temporary Loans Payable | \$0 | \$0 | \$0 |
| Payable to Other Governments | 4,457 | 1,723 | 1,851 |
| Accounts Payable & Accrued Liabilities | 20,291 | 33,161 | 10,538 |
| Deposit Liabilities | 0 | 0 | 0 |
| Deferred Revenue | 447,245 | 262,930 | 32,733 |
| Long Term Debt | 0 | 0 | 0 |
| Other Current Liabilities | 0 | 0 | 0 |
| Other Long Term Liabilities | 0 | 0 | 0 |
| Total Liabilities | <u>\$471,993</u> | <u>\$297,814</u> | <u>\$45,122</u> |
| Net Financial Assets (Net Debt) | \$265,326 | \$273,315 | \$257,176 |
| Non-Financial Assets | | | |
| Tangible Capital Assets | \$942,143 | \$948,149 | \$1,001,751 |
| Inventory for Consumption | 0 | 0 | 0 |
| Prepaid Expenses | 1,209 | 1,351 | 476 |
| Total Non-Financial Assets | <u>\$943,352</u> | <u>\$949,500</u> | <u>\$1,002,227</u> |
| Accumulated Surplus | <u><u>\$1,208,678</u></u> | <u><u>\$1,222,815</u></u> | <u><u>\$1,259,403</u></u> |

The Municipal Profiles are a compilation of statistical, financial, and other information about municipalities in the Province of Alberta. The information is based on reports submitted and data made available to Alberta Municipal Affairs as of today. The Ministry is not responsible for the accuracy of the information. Users are encouraged to verify the accuracy of the information contained in the Municipal Profiles before relying on it.



Finance and Debt Limit Profile

Created on 10/1/2021 1:00:49PM

Summer Village of Horseshoe Bay

Municipal Code: 0375

| | <u>2020</u> | <u>2019</u> | <u>2018</u> |
|-----------------------------------|-------------|-------------|-------------|
| Accumulated Surplus | | | |
| Unrestricted Surplus | 266,535 | 274,666 | 257,652 |
| Restricted Surplus | 0 | 0 | 0 |
| Equity in Tangible Capital Assets | 942,143 | 948,149 | 1,001,751 |

| | <u>2020</u> | <u>2019</u> | <u>2018</u> |
|-------------------------------|-------------|-------------|-------------|
| Debt Limit Information | | | |
| Debt limit | 138,891 | 134,017 | 119,997 |
| Actual debt | 0 | 0 | 0 |
| Debt servicing limit | 23,148 | 22,336 | 20,000 |
| Actual servicing | 0 | 0 | 0 |

| | | | |
|------------------------|--------|--------|--------|
| Education Taxes | 41,680 | 41,684 | 41,435 |
|------------------------|--------|--------|--------|

The Municipal Profiles are a compilation of statistical, financial, and other information about municipalities in the Province of Alberta. The information is based on reports submitted and data made available to Alberta Municipal Affairs as of today. The Ministry is not responsible for the accuracy of the information. Users are encouraged to verify the accuracy of the information contained in the Municipal Profiles before relying on it.



Property Tax Rates Profile

Created on 10/1/2021 1:04:20PM

Summer Village of Horseshoe Bay

Municipal Code: 0375

Property Tax Rates (expressed in mills)

| 2020 | <u>Residential/ Farmland</u> | <u>Non-Residential</u> |
|---|---|-------------------------------|
| Municipal Tax Rate | 3.5000 | 3.5000 |
| Education - Alberta School Foundation Fund Tax Rate | 2.5450 | 3.7206 |
| Allowance For Non-Collection of Requisitioned Taxes | 0 | 0 |
| Seniors Lodge Accommodation Tax Rate | 0 | 0 |

| 2019 | <u>Residential/ Farmland</u> | <u>Non-Residential</u> |
|---|---|-------------------------------|
| Municipal Tax Rate | 3.4500 | 3.4500 |
| Education - Alberta School Foundation Fund Tax Rate | 2.5354 | 3.6862 |
| Allowance For Non-Collection of Requisitioned Taxes | 0 | 0 |
| Seniors Lodge Accommodation Tax Rate | 0 | 0 |

| 2018 | <u>Residential/ Farmland</u> | <u>Non-Residential</u> |
|---|---|-------------------------------|
| Municipal Tax Rate | 3.3500 | 3.3500 |
| Education - Alberta School Foundation Fund Tax Rate | 2.5474 | 3.7190 |
| Education Opted Out Tax Rate | 0 | 0 |
| Allowance For Non-Collection of Requisitioned Taxes | 0 | 0 |
| Seniors Lodge Accommodation Tax Rate | 0 | 0 |

The Municipal Profiles are a compilation of statistical, financial, and other information about municipalities in the Province of Alberta. The information is based on reports submitted and data made available to Alberta Municipal Affairs as of today. The Ministry is not responsible for the accuracy of the information. Users are encouraged to verify the accuracy of the information contained in the Municipal Profiles before relying on it.



Assessment Profile

Created on 10/1/2021 1:06:44PM

Summer Village of Horseshoe Bay

Municipal Code: 0375

| | <u>2020</u> | <u>2019</u> | <u>2018</u> |
|-----------------------------|----------------------------|----------------------------|----------------------------|
| Equalized Assessment | | | |
| Residential | \$16,098,630 | \$16,038,979 | \$15,944,062 |
| Farmland | 0 | 0 | 0 |
| Non-residential | 0 | 0 | 0 |
| Non-residential linear | 167,600 | 166,120 | 164,310 |
| Non-residential railway | 0 | 0 | 0 |
| Non-res. co-generating M&E | 0 | 0 | 0 |
| Machinery and equipment | 0 | 0 | 0 |
| Total | <u><u>\$16,266,230</u></u> | <u><u>\$16,205,099</u></u> | <u><u>\$16,108,372</u></u> |

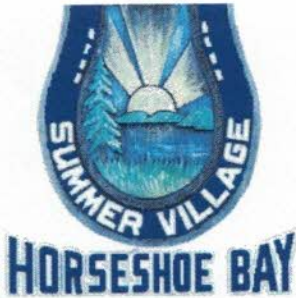
| | | | |
|---------------------------------------|--------|--------|--------|
| Equalized municipal tax rates* | 0.0045 | 0.0042 | 0.0042 |
|---------------------------------------|--------|--------|--------|

* The formula is to divide prior year's Municipal Property Taxes by current year's Total Equalized Assessment

Assessment Statistics

| | | | |
|---|---------|---------|---------|
| Total assessment services cost | \$5,150 | \$5,000 | \$4,800 |
| Number of Asst. Complaints Heard by Assessment Review Board | 0 | 0 | 0 |

The Municipal Profiles are a compilation of statistical, financial, and other information about municipalities in the Province of Alberta. The information is based on reports submitted and data made available to Alberta Municipal Affairs as of today. The Ministry is not responsible for the accuracy of the information. Users are encouraged to verify the accuracy of the information contained in the Municipal Profiles before relying on it



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.g) Covid-19 Public Health Restrictions

Meeting Date: October 16, 2021

Background

At the August 15, 2021 council meeting, council passed Resolution No. 21-08-15-125, closing Martin Recreation Center for public events, but allowing private rentals, providing they follow any Covid-19 restrictions in place at the time.

The current direction from the Municipal Government is: "The decision to close facilities remains a local council decision. Municipalities and the public must continue to put safety first while operating businesses and undertaking activities."

The latest news release, "Municipal Governance During the COVID-19 Pandemic", Frequently Asked Questions – September 30, 2021, is attached.

Recommendation/RFD/Comments

Should council consider changing the resolution to NOT allow private rentals, even though they are allowed to be open under the provincial approach?

8.g)

Municipal Governance

During the COVID-19 Pandemic

Frequently Asked Questions – September 30, 2021

On September 15, 2021, the Premier announced the declaration of a State of Public Health Emergency in response to the ever-evolving COVID-19 pandemic. Alberta Municipal Affairs remains committed to issuing updates to address frequently asked questions, and providing information on new information or resources as they become available.

If you would like a specific question answered in an upcoming update, please email your request to ma.lgsmail@gov.ab.ca.

Municipal Affairs Updates

Previous COVID-19 updates are available at www.alberta.ca/municipal-government-resources.aspx

Council Meetings

Can municipal councils still meet in person and meet the Chief Medical Officer of Health's recommendations for physical/social distancing?

YES. While Municipal Affairs encourages councils to consider electronic meetings whenever possible as a way to ensure compliance with the public health orders regarding public gatherings, the decision on how to conduct meetings remains at the discretion of the council, committee or commission. The [Public Meeting Procedures \(COVID-19 Suppression\) Regulation](#) enables municipalities to follow the Chief Medical Officer of Health's recommendations for physical/social distancing by conducting meetings electronically.

Can meetings be held entirely by electronic means?

YES. During the COVID-19 health emergency, when the *Municipal Government Act* (MGA) requires a council, board or commission to hold a meeting, an electronic meeting (e.g., live-stream, teleconference, etc.) meets that requirement as long as:

- notice of the electronic meeting is provided and states the electronic means being used and gives the information necessary for the public to access the meeting;
- the public is able to hear the meeting as it is occurring;
- eligible parties can send submissions before and during the meeting by email or any other method that the council, board or commission considers appropriate; and
- the following people attend by electronic means:
 - CAO or designated officer;
 - for a commission, growth management board or subdivision and development appeal board, the chair or vice-chair;
 - for a composite or a local assessment review board, the presiding officer.

Can a member of the public/council be required to wear a mask in order to attend a council meeting?

YES. Under the current measures, masks are mandatory across Alberta in all indoor public spaces and workplaces, except for employees alone in their work stations or when individuals are separated from every other person by a physical barrier that prevents droplet transmission. We encourage

municipalities to conduct their meetings electronically wherever possible.

Can council/committee meeting attendees be required to show proof of vaccination?

YES. Under the MGA a council may pass bylaws for municipal purposes respecting matters that include the safety, health and welfare of people and the protection of people and property. Municipalities are encouraged to meet via digital means.

Upcoming Municipal Election

The current health measures do not impact the date of the municipal election and planning efforts should continue. Where available, municipalities should encourage their electors to vote at advanced polls.

We encourage candidates who are campaigning to follow all public health restrictions.

Municipal Affairs has created a document for Returning Officers about elections during the pandemic:

<https://open.alberta.ca/publications/guide-for-municipal-returning-officers-in-alberta>

A COVID-19 risk reduction guide is also available for municipalities with information on how to limit virus exposure for candidates, voters and poll staff:

<https://open.alberta.ca/publications/2021-municipal-election-covid-19-risk-reduction-guide>

If the current mask mandate remains on municipal election day or during advance voting, are electors required to wear masks in the voting station?

YES. As of September 4, 2021, masks are mandatory in all indoor public spaces.

In the specific settings where a mask is required, anyone unable to wear a mask due to a medical condition will require a medical exception letter from an authorized health professional. The medical

exception letter may be presented when in a public setting if requested by enforcement officials.

Are returning officers expected to enforce the public health orders during upcoming election events such as advanced polls or election day?

NO. It is not the role of the returning officer to enforce public health orders, and electors should be provided with a ballot if they are eligible to vote.

Alberta Health Services (AHS) and police units are permitted to enforce the public health orders. Municipalities are encouraged to notify their local police of upcoming election events.

Enhanced Restrictions

Restriction Exemption Program

The Restrictions Exemption Program permits in-scope businesses, entities and organizers to operate without most public health restrictions, wearing masks is mandatory in all indoor public spaces.

Details of the program, how to participate, and a listing of in-scope and out-of-scope operators can be found at:

<https://www.alberta.ca/covid-19-public-health-actions.aspx>.

Youth Sports in Municipal Facilities

The Government of Alberta has decided against requiring proof of vaccination for youth under 18 who are taking part in sport, recreation and performance activities.

Should council deem it necessary, section 7 of the MGA provides the authority for municipal councils to pass bylaws respecting the safety, health, and welfare of people, including activities and things in, on, or near a public place or a place open to the public. This could include prescribing supplemental measures to those provided in the public health order.

Municipal Multi-Use Facilities

All the amenities in a multi-use facility should all be in, or out of the Restrictions Exemption Program, unless an activity is out-of-scope.

Additional information is available at:

<https://www.alberta.ca/covid-19-public-health-actions.aspx>.

Enforcement of Health Orders

Enforcement of the health orders is under the jurisdiction of Alberta Health Services and local police.

Can community Peace Officers enforce the recommendations of the Chief Medical Officer of Health?

NO. The authority to enforce health orders by peace officers has expired. This document will be updated should the authority be reintroduced. Peace Officers are encouraged to review the Peace Officer Bulletins for updates at:

<https://www.alberta.ca/peace-officers-overview.aspx#jumplinks-1>.

Can municipal bylaw enforcement officers who are not designated as community peace officers enforce the recommendations of the Chief Medical Officer of Health?

NO. Municipal bylaw officers can only enforce municipal bylaws.

General Information

Can municipalities choose to close certain municipally controlled properties even if they are allowed to be open under the provincial approach?

YES. The decision to close facilities remains a local council decision. Municipalities and the public must continue to put safety first while operating businesses and undertaking activities.

Do municipal staff have to work from home?

YES. Mandatory work-from-home measures are in place unless the employer has determined a physical presence is required for operational effectiveness.

If employees are working on location, they must mask in all indoor settings, except while alone in work stations.

Municipal Advisory Services

If you have further questions, please call:

780-427-2225 (or toll-free by first dialing 310-0000) or email ma.lgsmail@gov.ab.ca

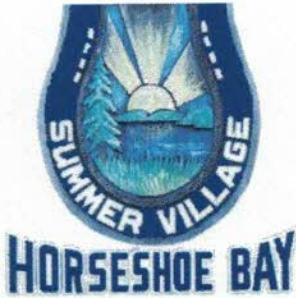
Can a municipality declare a pandemic State of Local Emergency (SOLE), create local enforceable restrictions and provide for the staged opening of businesses and facilities?

YES. If a municipality determines an emergency exists in the municipal boundaries that requires coordination or action to protect the safety, health and welfare of people, a pandemic SOLE can be declared and municipalities can then restrict travel into, out of, and within the municipality, and close municipal properties. The *Emergency Management Act* does not include powers to close a business, or reduce the capacity of businesses operating in the municipality.

Additional Resources

The Alberta Urban Municipalities Association and Rural Municipalities of Alberta continue to be a valuable resource for municipalities. A COVID-19 response hub is accessible via <https://rmalberta.com/about/covid-19-response-hub/>.

The Federation of Canadian Municipalities also has a list of links and resources for municipalities. <https://fcm.ca/en/resources/covid-19-resources-municipalities>.



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.h) Variance for Gate at 52 Point Drive

Meeting Date: October 16, 2021

Background

The residents at 52 Point Drive is having problems with quads using their driveway as access to the lake. They have requested a variance to install a gate on the driveway to their property. The property line is set quite a way back from the road, so the gate would be between the road and the property line. It would not interfere with any traffic.

See attached email from Craig Scharmann.

Recommendation/RFD/Comments

Administration recommends granting Craig Scharmann a variance to install a gate.

MOVED BY _____ that council agree to grant a variance to lot 52 Point Drive to install a gate into their property, provided it does not interfere with road traffic.

-Carried-

8.h)

Question RE: SV Horseshoe Bay

Craig Scharmann <Craig.Scharmann@oemreman.com>
To: "svhorseshoebay@gmail.com" <svhorseshoebay@gmail.com>

Mon, Sep 27, 2021 at 3:38 PM

Good afternoon Norm,

You and I had spoken earlier this summer about having a gate installed on our property at 52 Point drive, and you pointed out that our property line is set quite a ways back from the road. I wondered who I would need to talk to, and if possible, to get permission from the village to install a gate between our property line and the road. By my estimation, the best location would still be approximately 25 feet from the edge of the roadway to allow room for a vehicle to pull off without impeding traffic. If you could direct me to the right person to discuss this with, that would be much appreciated. Thanks in advance.

**Craig Scharmann, NCSO**

Overhead Crane & Powered Mobile Equipment Specialist

local extension: 404

cell: 780-221-9578 | web: www.oemreman.comemail: Craig.Scharmann@oemreman.com

[Web](#) | [Facebook](#) | [LinkedIn](#)

The content of this email is the confidential property of OEM Remanufacturing. If you are not the intended recipient, please delete all copies and notify us immediately.

This e-mail and any attachments may be confidential or legally privileged. If you received this message in error or are not the intended recipient, you should destroy the e-mail message and any attachments or copies, and you are prohibited from retaining, distributing, disclosing, or using any information contained herein. Please inform us of the erroneous delivery by return e-mail. Thank you for your cooperation.

Ce courriel et toute pièce jointe peuvent contenir des renseignements confidentiels, privilégiés ou légaux. Si cet envoi ne s'adresse pas à vous ou si vous l'avez reçu par erreur, vous devez le supprimer. Il est interdit de conserver, distribuer, communiquer ou utiliser les renseignements qu'il contient. Nous vous prions de nous signaler toute erreur par courriel. Merci de votre collaboration.



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.i) SVHB Agreements

Meeting Date: October 16, 2021

Background

The Summer Village has numerous agreements with a variety of organizations and regional municipalities. All of these agreements have terms and expiry or renewal dates.

Attached is a list of the current agreements in place.

The only agreements that renewal dates within the next year are:

- The Fire Protection Agreement, with the County of St. Paul. It expires December 31, 2021.
- Road Maintenance and Mowing & Weed Control Servicing Agreement, with the County of St. Paul, expires September 30, 2022

Attached for your information are the following agreements:

- Fire Protection Agreement, dated January 13, 2018
- Road Maintenance, and Mowing and Weed Control Servicing Agreement, dated June 15, 2019.

Recommendation/RFD/Comments

Provided for information and discussion at this time. No Request for Decision is required at this time.

8.i)

Summer Village of Horseshoe Bay Agreements

Updated October 16, 2021

1. Alberta Municipal Services Corporation (AMSC) Insurance
(MUNIX Subscribers Agreement) effective Jan.1, 2002 and continues in force until cancelled by AMSC or SV
2. Ambulance
No agreement - done by Emergency Medical Services (EMS) within the larger Alberta Health Services (AHS)
3. Assessment Services
Property Assessment for Municipal Tax Purposes agreement with
- Municipal Assessment Services Group Inc. – renewed for 4 year term January 1, 2022 to December 31, 2025
4. Assessment Review Boards
- Regional Assessment Review Board Agreement with the:
 - County of St. Paul No.19 (Coordinator),
 - Town of St. Paul & Town of Elk Point.
 - Last signed June 1, 2019 and shall remain in effect in perpetuity.
5. E911 Call Answer Services Agreement and Fire Dispatch Agreement with:
 - Bonnyville Regional Fire Authority
 - Both agreements dated Dec. 11, 2010 for 5 years
 - expired Jan.1, 2021 with automatic renewal for successive periods of three (3) years. Next expiry Jan.1, 2024
6. Fire Protection Agreement with the:
 - County of St. Paul No.19, for a period of 4 years commencing January 1, 2018 and continuing until December 31, 2021.
 - either of the two parties may terminate or request to amend this agreement by providing 90 days written notice.
 - Summer Village pays an annual Fire Protection fee of \$20 per lot based on 146 lots being \$2,920 per year.
 - Fire Fighting Costs are charged according to the Alberta Transportation Fee Schedule and
 - a fee of \$450 per call out for false alarms.
7. Regional Emergency Management Agreement with the:
 - County of St. Paul No. 19, Town of St. Paul & Town of Elk Point.
 - expires Dec. 31, 2024 or with 1 year written notice prior to expiry date
 - April 16, 2011 SV delegated the SVHB powers or duties under the Emergency Management Act to County under Ministerial Order No. A:002/11
8. Regional OHS Servicing Agreement with the:
 - County of St. Paul No. 19, Town of St. Paul & Town of Elk Point.
 - expires Dec. 31, 2024 or with 1 year written notice prior to expiry date
9. Regional Geographic Information Systems (GIS) WebMap/MuniSite, with the
 - County of St. Paul No.19 (Hosting Services), Town of Elk Point & Town of St. Paul,
 - Support Services provided by Accurate Assessment Group Ltd. (AAG).
 - expired December 31, 2012, with automatic renewal in perpetuity for 1 year terms.
10. Road Maintenance and Mowing and Weed Control Servicing Agreement, with the
 - County of St. Paul No.19
 - expires September 30, 2022 (10 years), can be amended or terminated with 6 months written notice
 - this agreement will automatically renew at the end of term for a further term of 10 years, unless either party gives the other written notice of termination at least 30 days prior to the end of the relevant term.
 - Rates are rates set by Alberta Road builders & Heavy Construction Association less 20%, up until September 30, 2022. Thereafter, the service shall be provided at the full annual rates established by the Association.
11. Transfer Station Joint use and Operation Agreement (Waste Management) with the
 - County of St. Paul No.19
 - effective Jan.1, 2009 and continues in force until amended or cancelled in writing with 6 months' notice

Summer Village of Horseshoe Bay

Agreements, continued

Updated October 16, 2021

12. Telus Provincial E911 Service Agreement
Dated July 29, 1998, for a term of 10 years, with automatic renewal for successive 5 year unless terminated in writing 6 months prior to expiry date. Next expiry date July 29, 2023.
13. Agreement with Alberta Data Partnerships Ltd. (ADP) for Digital Mapping Data through ADP's agent AltaLIS Ltd. (AltaLIS).
 - AltaLIS License Agreement for Digital Data
Term 5 years from February 6, 2018 to February 6, 2023, shall automatically renew for successive one (1) year periods unless either party gives notice in writing before the expiry of the current term.
 - AltaLIS Subscription Web Use Agreement
 - Third Party License - "Written Undertaking" by ISL Engineering and Land Services February 5, 2018
14. Subdivision & Development Appeal Board (New 2019)
Intermunicipal Subdivision & Development Appeal Board with:
 - County of St. Paul No. 19, Town of St. Paul & Town of Elk Point
 - Effective January 15, 2019. All member municipalities have passed their Bylaw and approved entering an agreement. However, the agreement may have some minor amendments before it is signed by all 4 municipalities.
15. Intermunicipal Development Plan (IDP) (Bylaw 121/2019 passed 17 August 2019)
IDP with County of St. Paul No.19 established under Section 631 of the MGA.
16. Multi-Lateral Recreation Agreement with:
County of St. Paul No. 19, Town of St. Paul & Town of Elk Point
 - Effective January 1, 2020. All member municipalities have entered in an agreement for to share the operation costs for all Class "A" facilities, (Elk Point Regional Arts Centre, St. Paul Aquatic Centre and St. Paul Visual Arts Centre. The formula for determining funding shall be 75% Population and 25% Equalized Assessment.
 - The SV 2020 annual share is \$2,557.
 - Term of the agreement is for a 5 year term commencing January 1, 2020. Expires December 31, 2024.
17. Intermunicipal Collaboration Framework (ICF) (Bylaw 127/2020 passed 11 January 2020)
ICF with the County of St. Paul No.19 established under Section 728.28 of the MGA.

Summer Village of Horseshoe Bay

October 16, 2021

CAO Report and Action List

| What | Status & Comments |
|---|---|
| <p>1 Bridge Assessment, Repair & Rehabilitation</p> <p>AB Transportation (TA) have advised that we will not likely be approved for a grant from them. We will have to use MSI & the BMTG which is administered by MA thru MSI Capital grants.</p> | <p>I plan to apply for an Alberta Transportation grant for a Bridge Culvert by the Nov 30, 2021 deadline for approval by Mar 31, 2022. The grant will cover 75% of the capital cost. Our 25% will be from MSI Capital grant.</p> <p>If we do not get the grant we will have to use MSI, other grants & accumulated surplus.</p> <p>Elk point put in 2 new Concrete Box Culverts which look good and cost less than a regular metal culvert. MPE Eng. designed the box culverts and have agreed to see if we could also use one for our bridge replacement.</p> <p>I am waiting for MPE's reply, before applying for the AT grant.</p> <p>MPE have agreed to help us with the grant application using ACP funding under the existing ACP grant for storm water drainage.</p> |
| <p>2 Road maintenance & repairs Road surface treatment.</p> | <p>As previously advised the pavement on our roads is prematurely oxidizing. In order to protect the pavement from further decay some sort of surface treatment is required, either a surface treatment (such as fog coating) or new pavement overlay.</p> <p>After he does the boat launch project, Darcy Paulichuk will look at the cost of some road surfacing alternatives,</p> |
| <p>3 New Boat Launch</p> <p>Part of the boat launch funding is a \$13,677 MSP grant. The agreement requires that the \$13,677 must be spent in 2021.</p> | <p>Darcy Paulichuk has done some preliminary drawings for the boat launch. He is working on the estimated cost and hopes to have something for Oct.16. The causeway from the top of the existing launch up to where the ramps go into the water will be the major cost.</p> <p>Darcy has a \$6,500 quote for the environmental work & Water Act approvals, and would like our approval to proceed this fall before freeze-up.</p> <p>The survey of the area cost \$1,500</p> <p>Robertson Group will not get the ramps built this fall.</p> <p>The GoA have advised that we can now apply for a time extension to spend the grant money in 2022. If I cannot use it to pay some of the other project expenditures I will apply for an extension.</p> |
| <p>4 Stormwater Management for 2020 & 2021 MPE are working on the Preliminary Design & Implementation of stormwater & drainage</p> <p>FIERA Environmental Consulting say they discovered 2 additional wetlands in the SV</p> <p>Reimbursement payments to landowner who do their own drainage work.</p> | <p>MPE is working on the design for stormwater & drainage, but have not yet completed their report.</p> <p>FIERA did the assessment of the 2 new wetlands in May. I do not know if they have issued their report to MPE.</p> <p>The last time I talked to Mike Dowhun he said there maybe some restrictions &/or payments for any drainage work or development on the wetlands. He has not yet provided me with details.</p> <p>None of the 4 landowners of Lot 19 to 22 have claimed a reimbursement I do not know if any of them did drainage work this year.</p> |
| <p>5 Lake access on Twp. Rd 594 road allowance Public use & lake access</p> | <p>Work on Twp. Rd 594 below the Boat Launch area will be incorporated into the boat launch work.</p> <p>After TWP 594 is developed for the boat launch, we plan to move the floating platforms from the old board walk to this area.</p> |
| <p>6 Weed & pest control Himalayan Balsam & beaver control</p> | <p>The County have completed their work for this year.</p> <p>I looked at the area in late August. The spraying appears to be working.</p> <p>The County plan to spray again next year.</p> |
| <p>7 Purchase of Crown Land below the east side of Martin Point Drive</p> | <p>We are waiting for Public Lands reply to the application filled by Explore Surveys on our behalf. I do not expect a reply until late 2022 or 2023.</p> |
| <p>8 Martin Rec. Center betterment & enhancement project.</p> | <p>This project is still on hold until we identify the cost of other capital projects.</p> |



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 11.a) Financial Reports

Meeting Date: October 16, 2021

Background

Financial Reports for 9 months ended Sept. 30 , 2021:

- Actual Year-to-Date to Budget,
- Cheque log: for the months of August and September, 2021
- September, 2021 Bank Reconciliation
- Deferred Revenue
- Grant Reconciliation

Recommendation/RFD/Comments

MOVED BY _____ that the financial reports for the 9 months ended September 30, 2021, including cheque #2525 to 2541 in the amount of \$95,802.05 be accepted as presented.

-Carried-

Summer Village of Horseshoe Bay
Actual Year to Date to Budget
For the 9 months ended September 30, 2021

| | Budget 2021 | YTD Sept. 30/21 |
|--|-------------------|--------------------|
| REVENUE | | |
| Taxation Revenue | | |
| Residential Property Tax | \$ 103,778 | \$ 103,778 |
| Minimum Residential Property Tax | 18,720 | 18,720 |
| Total Municipal Res. Property Tax | 122,498 | 122,498 |
| Non-Residential property tax | 1,288 | 1,288 |
| Non-Residential minimum tax | 717 | 717 |
| Non-Res. Linear Property Tax | 2,005 | 2,005 |
| Total Municipal Property Tax | 124,503 | 124,503 |
| less Education Requisition transfers out | 43,866 | 43,866 |
| DI Property Tax Requisition Not remitted | - | - |
| Total Net Tax Revenue | 80,637 | 80,637 |
| Other Revenue | | |
| User Fees & sales (Certificate fees, Sales, etc.) | 400 | 550 |
| Interest Revenue | 1,200 | 625 |
| Penalties & Costs on Taxes | 500 | 374 |
| Permits & licenses | 200 | 350 |
| Miscellaneous Revenue | 330 | - |
| Recreation Revenue | 2,000 | 100 |
| Total Other Revenue | 4,630 | 1,999 |
| Funding from Grants | | |
| Transfer MSI Op grant | 10,733 | 10,733 |
| Transfer ACP grant Stormwater Mngt & Drainage | 172,000 | 64,317 |
| Total Grant Funding | 182,733 | 75,050 |
| TOTAL REVENUE | \$ 268,000 | \$ 157,686 |
| EXPENSE | | |
| Council | | |
| Council Honorarium | 10,800 | 6,300 |
| Council Travel & Subsistence | 1,200 | 230 |
| Council Communications - Wi-Fi | 500 | 475 |
| Census & elections | 1,000 | |
| Council Memberships & Registrations | 1,500 | 600 |
| Total Council | 15,000 | 7,605 |
| General & Administrative Expenses | | |
| Administration - Contract | 20,100 | 15,710 |
| Travel & Subsistence | 100 | 0 |
| Advertising & Promotions | 200 | 55 |
| Assessment Services | 5,300 | 3,975 |
| Audit & Legal | 5,800 | -100 |
| Communications - Courier & Postage | 900 | 376 |
| Memberships | 1,500 | 1,386 |
| Gen/Admin Materials, goods & supplies | 2,500 | 3,265 |
| Gen Admin Services & Bank S/C | 100 | 201 |
| Registrations | 100 | 0 |
| WCB | 500 | 486 |
| WebSite Maintenance | 900 | 652 |
| Total General & Administrative Expenses | 38,000 | 26,006 |

| Summer Village of Horseshoe Bay | | | |
|---|-----------|------------------------|----------------------------|
| Actual Year to Date to Budget | | | |
| For the 9 months ended September 30, 2021 | | | |
| | | Budget 2021 | YTD Sept. 30/21 |
| EXPENSES continued | | | |
| Roads, Streets, Walks, Lighting | | | |
| Roads services Crack filling, potholes, patching. | \$ | 29,000 | \$ 48,726 |
| Road M & repairs materials | | 343 | 40 |
| Roads Maintenance County of St Paul | | 4,000 | 971 |
| Signage | | 200 | 948 |
| Sub-total before ACP projects & Amort. | | 33,543 | 50,685 |
| Stormwater & Drainage | | 172,000 | 64,317 |
| Amortization - Roads & Bridges | | 49,457 | 37,093 |
| Total Roads, Streets, Walks, Lights | | 255,000 | 152,095 |
| Fire & Other Preventive Services | | | |
| Police Recovery costs | | 2,438 | (53) |
| Emergency Management (E911) | | 300 | 222 |
| Preventive Services materials, & supplies | | 256 | - |
| Fire Expense County of St Paul | | 2,920 | 2,920 |
| Fire Equipment County of St Paul Mallaig FD | | 6,000 | 6,000 |
| Reg. Emergency Management Exp | | 309 | |
| Reg. Occupational Health & Safety | | 1,027 | - |
| MuniSite (WebMap) GIS (AAG) | | 750 | 750 |
| Total Fire & Preventive Services | | 14,000 | 9,839 |
| Waste Management | | | |
| Waste Management goods & supplies | | 878 | 31 |
| Waste Management Expenses County | | 12,403 | 12,501 |
| Amortization | | 719 | 539 |
| Total Waste Management | | 14,000 | 13,071 |
| Planning, Develop't & IM Collaboration | | 1,000 | - |
| Parks & Recreation | | | |
| Contracted Services - Hall & Bottles & Cans | | 500 | 100 |
| Contracted Services - Park grass & equip | | 4,000 | 2,675 |
| Contracted Services -non-gov't | | 7,315 | 5,246 |
| Total Contracted Services - Labour | | 11,815 | 8,021 |
| Contracted Services County of St. Paul | | 2,000 | |
| SV share of exp. Rec Class A assets | | 2,600 | 1,278 |
| Insurance Rec. Centre & Recreation | | 2,600 | 2,619 |
| Materials, Goods & Supplies | | 2,400 | 510 |
| Utilities | | 4,500 | 3,066 |
| Small capital purchases | | 2,000 | 1,333 |
| Amortization Parks & Recreation | | 4,085 | 3,064 |
| Total Parks & Recreation | | 32,000 | 19,891 |
| TOTAL OPERATING EXPENSE | | 369,000 | 228,507 |
| NET INCOME (Deficit) | | (101,000) | (70,821) |
| Government transfers for Capital | | 355,000 | 63,071 |
| Excess (Shortfall) Rev. over Exp. | | 254,000 | (7,750) |
| Adj. for cash items not PSAB Rev. or Exp. | | | |
| Tangible Capital Assets expenditures | | (318,000) | (7,980) |
| | | (64,000) | (15,730) |
| Adjustment for non-cash items | | | |
| Amortization of TCA | | 54,261 | 40,696 |
| Transfer from Unrestricted Surplus for Operating | | 4,520 | |
| Transfer from Unrestricted Surplus | | 5,219 | - |
| FINANCIAL PLAN Balance | \$ | - | \$ 24,966 |

Summer Village of Horseshoe Bay

Cheque Log for A/C#1060 CU Chequing Account from August 1 to September 30, 2021

Cheque

| No. | Date | Payee | Purpose | Amount |
|---|-----------|-----------------------------|--|------------------|
| Cheque Log for A/C#1060 CU Chequing Account from August 1 to August 31, 2021 | | | | |
| 2525 | 8/4/2021 | Wood & Munday Law Office | Refund over payment. Paid twice | \$ 50.00 |
| 2526 | 8/10/2021 | MPE Engineering Ltd. | Stormwater Mngt project services for July/21 | 18,352.43 |
| 2527 | 8/23/2021 | Dave Amyotte | Per diem STEP committee mtg Aug 2021 | 150.00 |
| 2528 | 8/23/2021 | Apex Utilities Inc. | Hall heat to Aug. 9, 2021 | 60.75 |
| 2529 | 8/23/2021 | BMO Mastercard | P Stamps/Toner Brother & HP/EOEP Muni 101 | 1,617.57 |
| 2530 | 8/23/2021 | County of St. Paul No. 19 | Waste bin repair | 103.27 |
| 2531 | 8/23/2021 | Direct Energy Reg. Services | Electrical power to Aug. 15/21 | 253.38 |
| 2532 | 8/24/2021 | Melanie Russell | For collecting, sorting & storing bottle&/cans | 100.00 |
| 2533 | 8/31/2021 | Norman R Briscoe | Aug. Contract & WebSite maintenance | 1,498.65 |
| Total amount paid Aug 1, 2021 to Aug 31, 2021 | | | | <u>22,186.05</u> |

Cheque Log for A/C#1060 CU Chequing Account from Sept. 1 to Sept. 30, 2021

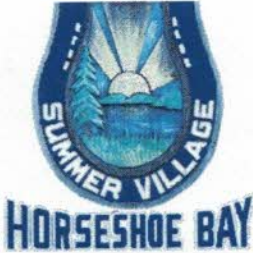
| | | | | |
|---|-----------|----------------------------------|---|------------------|
| 2534 | 8/31/2021 | Elevated Surface Works Ltd. | Crack sealing, pot hole & soft spot repair | 50,550.15 |
| 2535 | 9/24/2021 | Lloyd & Norrie Miller | Cut grass/ signs/ etc. August 2021 | 401.00 |
| 2536 | 9/24/2021 | MPE Engineering Ltd. | Stormwater Mngt plan project services for Aug | 10,228.97 |
| 2537 | 9/24/2021 | Apex Utilities Inc. | Rec Centre Heating to Sep.9, 2021 | 59.37 |
| 2538 | 9/24/2021 | Direct Energy Regulated Services | Electrical Power to Sep 14, 2021 | 279.52 |
| 2539 | 9/24/2021 | Dave Amyotte | Per diem STEP Ec Dev Alliance mtg Sep 10 | 150.00 |
| 2540 | 9/30/2021 | Gov't of Alberta - Education | ASFF School requisition 3rd Q Jul-Sep/21 | 10,419.99 |
| 2541 | 9/30/2021 | Lakeland Fire & Safety | 2021 Fire Extinguishers inspection | 28.35 |
| 2542 | 9/30/2021 | Norman R Briscoe | Sep. Contract & WebSite maintenance | 1,498.65 |
| Total amount paid Sep 1, 2021 to Sep 30, 2021 | | | | <u>73,616.00</u> |

Total amount paid August 1 to September 30, 2021

\$ 95,802.05

This report submitted to Council the 16th day of October, 2021

Norman Briscoe, CAO



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 12.a) Advocacy Letters

Meeting Date: October 16, 2021

Background

Recently there has been a string of "Advocacy Letters", addressed to various government departments:

- Letter supporting RCMP over a Provincial Police Force
- Letter supporting "Council Code of Conduct". Apparently the AB Gov't wants to eliminate the Code of Conduct.
- Letter objecting to Municipalities being charged with assisting in funding RCMP retroactive pay.

The CAO of the Village of Alix has suggested that the originating municipality send the letter out to everyone and give other municipalities the opportunity to include their name or logo on the original letter to indicate their support. (See attached email from Village of Alix)

However, the CAO of the County of Barrhead replied, that they would prefer to leave it as is, each municipality respond as they feel appropriate with their own letter. (See attached email from County of Barrhead)

There is usually a lot of response to these letters and each letter of support is cc'd to everyone. We don't usually include all these letters from various municipalities in your agenda package, but would like to know if you want them included in the future. For example, there were 16 responses to the letter from the Village of Alix.

Recommendation/RFD/Comments

Request for Decision:

Administration would like to know which alternative you support, the suggestion from the Village of Alix, or the preference of the County of Barrhead to leave things as they are, that each municipality respond on their own and in their own way.

12.a)

Hi All,

I would like to put out an option for streamlining the process of advocacy letters on behalf of individual municipalities. I believe we can all agree on the importance of issues such as RCMP support & retroactive pay as well as Council Code of Conduct matters, but I'm finding my agenda packages can get pretty thick when all the letters from the various municipalities are included.

I'm going to suggest that the originating municipality of an advocacy letter might like to send it out to everyone and give the opportunity for other municipalities to include their municipality name and/or logo on the original letter to indicate their support. If a deadline for replies was included, everyone could take the matter to their council and get back to the originating municipality in a timely way.

Please consider this as an option going forward. I believe it would still give us all a strong voice on these matters while effectively managing everyone's time & workload.

Thank you for your consideration.

Michelle White, CAO

cao@villageofalix.ca

Ph: 403-747-2495

Fax: 403-747-3663

Hi everyone,

I know the "reply all" is frowned upon, but I feel like I am missing something on this one.

I agree the string of advocacy letters lengthens the list of information items in the agenda package, however, unless Council chooses to pull it from information items to discuss and action its just information – nothing further needs to be done.

With the process below:

- I would still have to take the letter to Council and have them decide if we wanted our name/logo included which would now be an action item vs an information item which should then be supported with additional information
- Council might also want to make changes or contribute, not just add a logo which would further delay or complicate the work of the originating municipality
- The originating municipality would have to wait, even with a deadline as Council only meets every 2 weeks

I'm not concerned about the letters appearing in multiple agenda packages as it gives a bit more exposure to the topics for anyone interested in reading them.

To generalize, an information item is an easy item in an agenda package while an action item requires more work and follow up.

Unless I am misunderstanding, I would prefer to just leave it as an information item or if municipalities want to work together on an advocacy topic they do.

Take care,

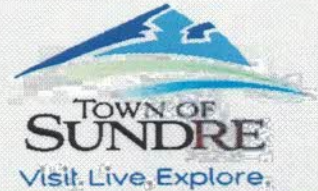
Debbie

Debbie Oyarzun, M.Sc.

County Manager (CAO)

Office 780-674-3331





717 Main Avenue West | P.O. Box 420 | Sundre, Alberta, Canada T0M 1X0 | T. 403.638.3551 | F. 403.638.2100 | E. townmail@sundre.com

September 10, 2021

Honourable Ric McIver
Minister of Municipal Affairs
320 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6

RE: CODE OF CONDUCT

At our last regular meeting of Council held on September 7, 2021, Council discussed correspondence received from the Town of Claresholm regarding the importance of continuing to keep the Council Code of Conduct Bylaw requirement as a legislated requirement.

The Town of Sundre would like to stand in solidarity with the Town of Claresholm and along with them, 'respectfully request that your ministry make sure that consultation with municipalities in Alberta is completed prior to any major changes being made to remove the requirement of the Councillor Codes of Conduct. We agree that having a requirement for municipalities to have a Code of Conduct Bylaw in place provides a framework for Council member's behaviour and provides each Council direction and guidance for dealing with any contentious issues that may arise. It is imperative that the option of imposing sanctions on Council members continues as necessary to support this process. The Town of Sundre requests that the Council Code of Conduct Bylaw requirement remains mandatory.'

If you have any questions or concerns regarding this issue, please contact the undersigned at your convenience.

Sincerely,

Terry Leslie,
Mayor
Town of Sundre

TL/aj

c.c.: Mr. Jason Nixon, MLA Rimbey-Rocky Mountain House-Sundre
Alberta Urban Municipalities Association (AUMA)
AUMA Member Municipalities



717 Main Avenue West | P.O. Box 420 | Sundre, Alberta, Canada T0M 1X0 | T. 403.638.3551 | F. 403.638.2100 | E. townmail@sundre.com

September 10, 2021

Premier Jason Kenney
307 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6

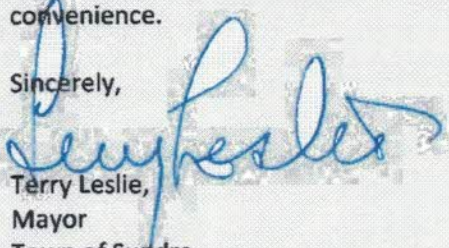
RE: ROYAL CANADIAN MOUNTED POLICE (RCMP) RETROACTIVE PAY

At our last council meeting on September 7, 2021, Council discussed the correspondence received earlier this summer from the Town of Claresholm requesting 'that the Alberta Government ensures that Alberta municipalities are not charged with assisting in funding the RCMP's retroactive pay when the agreement is complete. It should be up to the provincial and federal governments to deal with any shortfalls, and not to overload municipalities with further monetary strain.'

The Town of Sundre would like to echo this sentiment. The Town of Sundre is a municipality with a total population of under 3,000 citizens, the tax increase implication that would result from being required to pay retroactively to the RCMP would, especially after the economic effects of the pandemic, be too great a burden to place upon our taxpayers.

If you have any questions or concerns regarding this issue, please contact the undersigned at your convenience.

Sincerely,



Terry Leslie,
Mayor
Town of Sundre

TL/aj

c.c. Mr. Jason Nixon, MLA for Rimbey-Rocky Mountain House-Sundre
Alberta Urban Municipalities Association (AUMA)
AUMA Member Municipalities



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 12.b) Winter Road Maintenance Offer

Meeting Date: October 16, 2021

Background

See attached email from Blair Dorey, recently purchased lot 120 Homestead Trail.

He is interested in taking over snow removal and winter road maintenance from the County.

Our current agreement with the County of St. Paul, expires September 30, 2022 and can only be terminated with 6 months notice.

Recommendation/RFD/Comments

This item is being presented for information and discussion. There is not request for a decision at this time.

12.b)



Norman Briscoe <svhorseshoebay@gmail.com>

Community layout

blair dorey <twitch9111@gmail.com>

Tue, Oct 12, 2021 at 8:21 PM

To: Norman Briscoe <svhorseshoebay@gmail.com>

Good evening Norman,

I am reaching out to you to discuss or to find out who to talk to about the snow removal and winter road maintenance within the community. A partner company and myself have all the required equipment and experience to take on all the winter road maintenance within horseshoe bay and would like to possibly take it over from the county. I have the storage space and maintenance shop right on my property with prompt service being I live here. I look forward to hearing from you

Thank you in advance

Blair dorey

[Quoted text hidden]