

Summer Village of Horseshoe Bay

Agenda: Regular Meeting
Saturday, January 7, 2023, at 11:00 a.m.
To be held by ZOOM electronic meeting
svhorseshoebay@gmail.com

1. CALL MEETING TO ORDER
2. ACCEPTANCE OF THE AGENDA
 - a) Additions to Agenda
- 8.b) STEP - RFD
3. ADOPTION OF PREVIOUS MINUTES
 - a) October 15, 2022 Regular Meeting
4. PUBLIC HEARING - None
5. DELEGATIONS
D & A Paulichuk Consulting Ltd.
6. BYLAWS
 - a) Temporary Borrowing Bylaw 138-2023
7. OLD BUSINESS
 - a) Request for Decision – ACP Grants
 - ✓ b) ~~Approve~~ Contract Over-run
 - ✓ c) Capital projects update
8. NEW BUSINESS
 - a) Fire Services Training Program Grant
 - b) STEP - RFD
9. COUNCILLOR REPORTS
10. CAO REPORT AND ACTION LIST
11. FINANCIAL REPORTS.
 - a) For the 12 months ended December 31, 2022
 - b) Cheque log for October, November & December, 2022
12. CORRESPONDENCE
 - a) STEP Meeting Notes-Nov. 1, 2022
 - b) Emergency Alert
13. CONFIDENTIAL
 - a) Closed Session: Intergovernmental Relations- FOIP Section 21, 22, 23 & 24
 - b) Closed Session: Personnel Matter – FOIP Section 17
14. NEXT MEETING
15. 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 October 15, 2022 Regular Meeting

Meeting Date: January 7, 2023

Background/Discussion/Options

Minutes of October 15, 2022, Regular Meeting are attached for approval.

Recommendation/RFD/Comments

MOVED BY _____ that the minutes of the October 15, 2022 regular council meeting be approved as presented.

-Carried-

SUMMER VILLAGE OF HORSESHOE BAY

Minutes of Regular Meeting
Saturday October 15, 2022
Held via ZOOM electronic meeting
11:00 a.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 10:53 a.m.
2. **ACCEPTANCE OF AGENDA**
Res. No. 22-10-15-107 MOVED BY Deputy Mayor Dave Amyotte that the agenda be adopted with the following addition:
8.j) Signage and naming of new Bridge Culvert.

-Carried-
3. **APPROVAL OF MINUTES**
Res. No. 22-10-15-108a MOVED BY Marg Laberge that the minutes of the August 13, 2022 Organizational meeting be approved as presented.

-Carried-

Res. No. 22-10-15-108b MOVED BY Deputy Mayor Dave Amyotte that the minutes of the August 13, 2022, regular meeting be approved as presented.

-Carried-
4. **PUBLIC HEARING** None
5. **DELEGATIONS** There were no delegations.
6. **BYLAWS**
Bylaw No. 137-2022, Rescinding Bylaw 128/2020
Res. No. 22-10-15-109a MOVED BY Mayor Gary Burns that Bylaw No. 137-2022, rescinding Bylaw 128/2020, be given first reading.

-Carried-

Res. No. 22-10-15-109b MOVED BY Deputy Mayor Dave Amyotte that Bylaw No. 137-2022, be given second reading.

-Carried-

Res. No. 22-10-15-109c MOVED BY Mayor Gary Burns that Bylaw No. 137-2022, be considered for third reading.

-Carried Unanimously-

Res. No. 22-20-15-109d MOVED BY Marg Laberge that Bylaw No. 137-2022, rescinding Bylaw 128/2020, be given third and final reading.

-Carried-

7. OLD BUSINESS

a) Village Sign

Res. No. 22-10-15-110 MOVED BY Mayor Gary Burns that council accept the report for information and discussion and authorize Dave Amyotte to proceed with plans to replace the hanging Summer Village sign at the entrance to the Village.

-Carried-

b) Capital Projects Update

Res. No. 22-10-15-111 MOVED BY Mayor Gary Burns that the Summer Village of Horseshoe Bay Council approve the contract with Sierra Equipment Rentals Ltd. for site preparation, excavation, assembly, construction and all other activities related to the removal of the old bridge and installation of the new bridge culvert for a cost of \$170,671.

-Carried-

8. NEW BUSINESS

a) Approval of 2023 Interim Budget

Res. No. 22-10-15-112 MOVED BY Marg Laberge that Council approve the 2023 Interim budget for the period January 1, 2023 to June 30, 2023 as follows:

Revenue

Total Property Tax Revenue	\$130,287
Less: School & DIP Requisitions	<u>44,212</u>
Net Municipal Property Taxes	80,075
Other Revenue	4,645
Government Transfers for Grants	<u>248,280</u>
Total Revenue	<u>339,000</u>

Expenses

Operating Expenses	<u>336,000</u>
Excess of Revenue over Expenses	
Before Capital Expenditures	3,000
Capital Expenditures	<u>32,000</u>
Deficiency of Revenue over Expenses	
Before non-cash items	-29,000
Adjustment for non-cash items	43,233
Transfer from Unrestricted Surplus	<u>-0-</u>

Financial Plan Balance **\$ 14,233**

-Carried-

b) NSWA Request for Donation

Res. No. 22-10-15-113

MOVED BY Mayor Gary Burns that council approve a \$100 contribution to the NSWA for January 1 to December 31, 2023.

-Carried-

c) ACP Alberta Crime Prevention Grant

Res. No. 22-10-15-114

MOVED BY Deputy Mayor Dave Amyotte that Council support and agree to partner with the County of St. Paul, St. Paul & District Chamber of Commerce and the local RCMP, for the Alberta Crime Prevention grant application, as per our letter of support dated September 27, 2022.

-Carried-

d) Development Permit – 33 Point Drive

Res. No. 22-10-15-115

MOVED BY Mayor Gary Burns that council approve Development Permit No. 171-22 for a Sea Can located at 33 Point Drive, subject to Form "B" conditions.

-Carried-

e) Joint Use and Planning Agreement

Res. No. 22-10-15-116

MOVED BY Deputy Mayor Dave Amyotte that council agree to table this item until the new year and until more information is available.

-Carried-

f) 2023 Municipal Indicator Results

Res. No. 22-10-15-117

MOVED BY Deputy Mayor Dave Amyotte that council accept the report as presented for information and discussion, and that the CAO will respond to the 2 indicators that the Village did not meet.

-Carried-

g) 2023 ACP Grant Applications

Res. No. 22-10-15-118a

MOVED BY Mayor Gary Burns that the Summer Village of Horseshoe Bay jointly apply for an Alberta Community Partnership Grant to increase Immigration Readiness/Newcomer Supports for the region with the Town of St. Paul, Town of Elk Point and the County of St. Paul, further that the Town of St. Paul be the managing partner.

-Carried-

Res. No. 22-10-15-118b

MOVED BY Marg Laberge that the Summer Village of Horseshoe Bay jointly apply for an Alberta Community Partnership Grant to complete a Regional Investor Readiness for the region with the Town of St. Paul, Town of Elk Point and the County of St. Paul, further that the Summer Village of Horseshoe Bay be the managing partner.

-Carried-

h) Rural Renewal Stream Designation Application

Res. No. 22-10-15-119

MOVED BY Deputy Mayor Dave Amyotte that the Summer Village of Horseshoe Bay jointly apply with the Town of St. Paul, Town of Elk Point and the County of St. Paul, for designation under the Rural Renewal Stream program with Alberta Labour and Immigration through the STEP Economic Development Alliance as required by the program. Further that the County of St. Paul be the managing partner under this program.

-Carried-

i) STEP Economic Development Alliance MOU & 2023 Budget

Res. No. 22-10-15-120a

MOVED BY Deputy Mayor Dave Amyotte that the Summer Village of Horseshoe approve the Memorandum of Understanding for the Management of the STEP economic Development Alliance.

-Carried-

Res. No. 22-10-15-120b

MOVED BY Deputy Mayor Dave Amyotte that the Summer Village of Horseshoe approve the preliminary budget for the STEP Economic Development Alliance for 2023, to be included in the Summer Village 2023 interim budget,

-Carried-

j) Naming and Signage for new Bridge/Culvert

Res. No. 22-10-15-121

MOVED BY Mayor Gary Burns that the Summer Village of Horseshoe place signage at the Culvert recognizing the Alberta Transportation for the grant funding. Council would also like to name the Culvert Briscoe Bridge to show appreciation for the contribution Norman Briscoe has made to the Village.

-Carried-

9. COUNCIL REPORTS

Res. No. 22-10-15-122

MOVED BY Deputy Mayor Dave Amyotte that due to recent criminal activity in the Village, council authorize Dave to investigate the cost of placing Solar Motion Sensor lights around the Village to deter vandalism and theft.

-Carried-

10. CAO REPORT AND ACTION LIST

Res. No. 22-10-15-123

MOVED BY Marge Laberge to accept the CAO Report and Action List as presented.

-Carried-

11. FINANCIAL REPORTS

Res. No. 22-10-15-124

MOVED BY Mayor Gary Burns that the September 30, 2022 financial report, be accepted as presented, including cheque numbers 2657 to 2683 in the amount of \$278,278.26.

-Carried-

12. CORRESPONDENCE

a) Highway 28 Concerns

Distributed for information only.

b) **STEP Meeting Notes**

Res. No. 22-10-15-125

MOVED BY Deputy Mayor Dave Amyotte to accept the STEP Meeting Notes for information.

-Carried-

13. CONFIDENTIAL ITEM

Res. No. 22-10-15-126a

MOVED BY Mayor Gary Burns that council move to closed session at 12:40 pm to discuss the retirement and replacement of the CAO, as per FOIP section 17.

-Carried-

Res. No. 22-10-15-126b

MOVED BY Mayor Gary Burns that council return to open meeting at 1:02 pm.

-Carried-

Res. No. 22-10-15-126c

MOVED BY Mayor Gary Burns that council authorize Norman Briscoe to proceed with hiring Debbie Tyson as his replacement as CAO of the Summer Village of Horseshoe Bay.

-Carried-

Res. No. 22-10-15-126d

MOVED BY Marg Laberge that council authorize administration to purchase a laptop computer and any software and accessories required for use by the Summer Village administration.

-Carried-

14. NEXT MEETING

Res. No. 22-10-15-127

MOVED BY Mayor Gary Burns to set the next regular Council meeting to be held via ZOOM, on January 7, 2023 at 11:00 a.m.

-Carried-

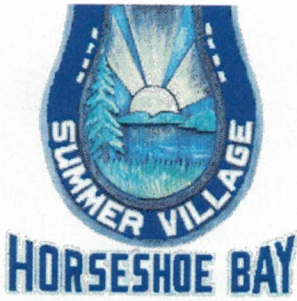
15. ADJOURNMENT

Being that the agenda matters have been concluded the meeting adjourned at 1:16 p.m.

Mayor

Date

Chief Administrative Officer



Summer Village of Horseshoe Bay

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Agenda Item Summary Report

Agenda Item: 5.a) Delegation – D & A Paulichuk Consulting Ltd.
Senior Project Engineer

Meeting Date: January 7, 2023

Background/Discussion/Options

As the engineer in charge of the capital projects undertaken this summer, Darcy Paulichuk is attending the meeting to answer any questions council may have.

Capital Projects:

1. Boat Dock
2. Road Paving
3. Bridge Culvert

Recommendation/RFD/Comments

MOVED BY _____ that the council

-Carried-

5.a)

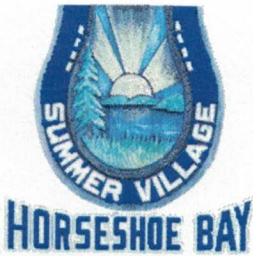
D & A PAULICHUK CONSULTING LTD.

DARCY PAULICHUK, P. ENG.
Senior Project Engineer



darcy.paulichuk@shaw.ca
Phone: (780) 705-7100
Cell: (780) 246-7100

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Agenda Item Summary Report

Agenda Item 6.a) Temporary Borrowing Bylaw 138/2023

Meeting Date: January 7, 2023

Background

A Bylaw of the Summer Village of Horseshoe Bay to Authorize the Temporary Borrowing of Funds to meet Operating Expenditures.

This bylaw authorizes the CAO to borrow from time to time from the Servus Credit Union, by means of overdraft, promissory note or similar forms of obligation, such sums of money as is required to meet current expenditures of the Summer Village until such time as the taxes levied therefore can be collected.

This Bylaw is renewed annually.

Recommendation/RFD/Comments

MOVED BY _____ that Bylaw 138/2023, Authorizing the Temporary Borrowing of Funds to meet operating expenditures, be given first reading.

-Carried-

MOVED BY _____ that Bylaw 138/2023, be given second reading.

-Carried-

MOVED BY _____ that Bylaw 138/2023, be presented at this meeting for third and final reading.

-Carried Unanimously-

MOVED BY _____ that Temporary Borrowing Bylaw 138/2023, be given third and final reading.

-Carried-

**SUMMER VILLAGE OF HORSESHOE BAY
PROVINCE OF ALBERTA**

BY-LAW NO. 138/2023

**A Bylaw of the Summer Village of Horseshoe Bay in the Province of Alberta, to
Authorize the Temporary Borrowing of Funds to Meet Operating Expenditures.**

WHEREAS Sections 251 and 256 of the *Municipal Government Act*, R.S.A. 2000 Chapter M-26 authorizes municipalities to make a borrowing for the purpose of financing operating expenditures, subject to certain conditions:

NOW THEREFORE, the Municipal Council of the Summer Village of Horseshoe Bay duly assembled, enacts as follows:

This bylaw may be referred to as the "Temporary Borrowing Bylaw".

1. Authorization for Borrowing

- 1.1 Pursuant to the provisions of Section 251 of the Act, the Chief Administrative Officer (CAO) is hereby authorized to borrow from time to time from the Servus Credit Union, by means of overdraft, promissory note or similar forms of obligation, such sums of money as is required to meet the current operating expenditures of the Summer Village until such time as the taxes levied therefore can be collected.

2. Definitions in this Bylaw:

- 2.1 "**Act**" means the *Municipal Government Act*, R.S.A. 2000, c.M-26 as may be amended from time to time or any legislation which replaces the Act and includes any regulation to the Act or to any replacement legislation;
- 2.2 "**Borrowing**" shall refer to any and all financing advanced pursuant to this Bylaw;
- 2.3 "**Summer Village**" means the Summer Village of Horseshoe Bay;
- 2.4 "**Council**" means the duly elected officers of the Summer Village of Horseshoe;
- 2.5 "**Prime Lending Rate**" means the floating annual rate of interest established from time to time by the Servus Credit Union as the base rate it will use to determine rates of interest on loans.

3. Conditions of Borrowing

- 3.1 The money obtained by the Summer Village from a borrowing shall be used for the purpose of financing operating expenditures.
- 3.2 Such borrowing at any one time shall not exceed \$30,000 and the term of borrowing cannot exceed three (3) years.
- 3.3 If the Summer Village is required to pay the principal and interest owing under the loan, monies will be raised through property taxes and other general revenue.
- 3.4 Interest on the Loan will be calculated at a rate not exceeding the interest rate fixed by the Servus Credit Union at one percent (1%) above the prime rate in affect at the time of borrowing, not to exceed 10% per annum.

- 3.5 The Council of the Summer Village of Horseshoe Bay doth hereby pledge and charge to the Servus Credit Union as security for the payment of the monies to be borrowed hereunder and the interest thereon as aforesaid the whole of the unpaid taxes and penalties on taxes assessed and levied by the Summer Village of Horseshoe Bay in prior years, together with penalties thereon and the whole of the taxes for the current year and the Summer Village of Horseshoe Bay shall deposit on account with the Servus Credit Union all of the said taxes and penalties as collected, as security for the payment of the monies borrowed hereunder and interest thereon, but the Credit Union shall not be restricted to the said taxes and penalties for such payment, nor shall it be bound to wait for such payment until such taxes and penalties can be collected nor be required to see that they are deposited as aforesaid.

4. By-Law 134/2022 is hereby repealed upon the final passing of this By-Law.

This By-Law shall come into effect upon the final passing thereof.

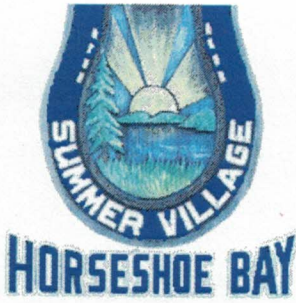
Read a first time in Council this 7th day of January, 2023.

Read a second time in Council this 7th day of January, 2023.

Read a third time in Council this 7th day of January, 2023.

Gary Burns, Mayor

Norman Briscoe, CAO



Summer Village of Horseshoe Bay

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Agenda Item Summary Report

Agenda Item: 7.a) Request for Decision – ACP Grant Amendments

Meeting Date: January 7, 2023

Background/Discussion/Options

The Joint Area Structure Plan grant application, which was agreed at the Joint Municipal Meeting on September 13, 2022, was subject to the agreement by University Blue Quills. The UNBQ Board of Directors has requested time to consult with their Nations, which will result in the project not proceeding at this time and no grant application will be made.

As such, the County has the opportunity to make an application under the ACP program for a Master trail Plan project. The Master Trail Plan project was a suggested project on September 13, 2022, but was not selected as one of the 4 projects approved.

Therefore, Summer Village approval for the project is being requested.

Recommendation/RFD/Comments

MOVED BY _____ that the Summer Village of Horseshoe Bay approve an application under ACP for the Regional Trail Master Plan project, partnering with the Town of St. Paul, Town of Elk Point and County of St. Paul, with the County of St. Paul being the managing partner.

-Carried-

7.a)



Norman Briscoe <svhorseshoebay@gmail.com>

RE: RFD for Regional Trail Master Plan ACP Grant

Linda Sallstrom <lsallstrom@stepeconomicdevelopment.ca>

Thu, Nov 24, 2022 at 9:43 AM

To: Kendra Loughran <executiveassistant@elkpoint.ca>, Sarah Burton <sburton@town.stpaul.ab.ca>, svhorseshoebay@gmail.com

Good Morning All

Please see the motions that were made at the County meeting relating to the above.

Resolution CM20221122.1025

Moved By: Councillor Ross Krekoski

to rescind the motion CM20221011.1010

(that the County of St. Paul jointly apply for an Alberta Community Partnership Grant to complete an Area Structure Plan from the west border of the Town of St. Paul along Hwy 29 to the St. Paul Airport and the University nuhelot'jine thaiyots'jnistameyimâkanak Blue Quills lands, with the Town of St. Paul and the University of Blue Quills, further that the County of St. Paul be the managing partner, subject to the approval of the University nuhelot'jine thaiyots'jnistameyimâkanak Blue Quills Board.)

Resolution CM20221122.1026

Moved By: Councillor Maxine Fodness

to approve an application under the ACP for the Regional Trail Master Plan project, partnering with Town of St. Paul, Town of Elk Point and the Summer Village of Horseshoe Bay with the County of St. Paul being the managing partner.

My apologies for any confusion on this RFD.

[Quoted text hidden]



Request for Decision

Council Meeting: November 22, 2022

Alberta Community Partnership Grant

Request

The Joint Municipal Meeting was held on September 13, 2022, wherein the elected officials of the County of St. Paul, Town of St. Paul, Town of Elk Point and Summer Village of Horseshoe Bay agreed through consensus, and subsequently ratified at each Council, the following grant applications through the Alberta Community Partnership (ACP) program:

- ✓ 1. Immigration Readiness/Newcomer Supports – Town of St. Paul managing partner.
- ✓ 2. Regional Investor Readiness – Summer Village of Horseshoe Bay managing partner.
3. Elk Point/County of St. Paul Joint Servicing Master Plan for Buffalo Trail North and Buffalo Trail South Area Structure Plan areas – Town of Elk Point managing partner.
4. Joint Area Structure Plan from the east border of the Town of St. Paul to the St. Paul Airport/ University nuhelot'ine thaiyots'jinistameyimâkanak Blue Quills (UNBQ) lands – County of St. Paul managing partner.

The Joint Area Structure Plan application to be managed by the County of St. Paul was subject to the agreement by UNBQ. The UNBQ Board of Directors has not granted agreement to work in partnership with the municipalities and has requested time to consult with their Nations, which will result in the project not proceeding at this time and no grant application will be made.

As such the County has the opportunity to make an application under the ACP program for a Master Trail Plan project. The Master Trail Plan project which was a suggested project on September 13, 2022, but did not get selected as one of the four projects approved.



Budget/Financial – There will be no budget implementation to change the focus and application of the ACP grant to be managed by the County of St. Paul from the Joint Area Structure Plan to the Trail Master Plan.

Legislation/Bylaw/Policy Consideration

- A project for a Trail Master Plan will consider land use within the municipalities.

Economic Development Implications

- A Trail Master Plan project will support the current work STEP has engaged with under the Regional Tourism Opportunity Identification and Destination Development project. Additionally, the Trail Master Plan project supports the work of Travel Alberta as part of the Tourism Development Zone (TDZ) work to double tourism in the Province by 2035. The STEP region has been identified as part of the Lakelands TDZ under Travel Alberta.

Alternatives

That the County of St. Paul rescind the motion to approve the ACP grant application for the Joint Area Structure Plan. The County of St. Paul further make a motion to approve an application under the ACP for the Trail Master Plan project to be managed by the County of St. Paul.

The County of St. Paul rescind the motion to approve the ACP grant application for the Joint Area Structure Plan. The County of St. Paul does not make and application for an ACP grant

Recommendation

That the County of St. Paul rescind the motion to approve the ACP grant application for the Joint Area Structure Plan. The County of St. Paul further make a motion to approve an application under the ACP for the Trail Master Plan project to be managed by the County of St. Paul.



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Agenda Item Summary Report

Agenda Item: 7.c) Budget Discussion Drafts

Meeting Date: January 7, 2023

Background/Discussion/Options

See attached 2023 Budget Work Sheets.

Recommendation/RFD/Comments

MOVED BY _____ that the Summer Village of Horseshoe Bay accept the budget drafts as presented for information and discussion

-Carried-

7.c)

SUMMER VILLAGE OF HORSESHOE BAY

2023 BUDGET WORK SHEET

Council meeting Jan. 7, 2023

DISCUSSION DRAFT

2023 Capital Budget worksheet

CAPITAL Projects & Budget 2023			Capital Projects	Expenditures Budget	Transfers for Capital	Capital Grants Available
MSI Capital	2021 MSI Allocation est. unspent at Dec31/22					\$ 17,383
	2022 MSI Allocation + 2022 int	\$ 33,719				33,719
GoA Est	2023 MSI Allocation	\$ 33,469				33,469
MSI CAP funding available						84,571
CCBF Est	GTF grant 2023 spent in 2022	\$9,375				-
AT - STIP	75% of Culvert cost \$367,000	\$ 275,250				-
	less 75% of \$288,114 spent in 2022	216,086				
	Bal of AT 75% remaining Culvert exp \$78,886	\$ 59,164				-
	Amt of STIP grant available for exp. of \$65,000					48,750
Capital Grant funds available						133,321
2023 Capital projects						
Roads	Complete approaches from 2022 work. In exp	\$ -				
	Other capital road work in 2023					
Roads	No capital road work in 2023	\$ -	\$ -	\$ -	\$ -	-
Bridge Culvert						
SV share 25%	of budgeted cost \$367,000	\$ 91,750				
less 25% of	\$288,114 spent in 2022	72,029				
SV 25%	remaining culvert cost from MSI	19,721				
AT 75%	remaining culvert cost	59,164				
	Remaining culvert costs	\$ 78,885	78,885	\$ 65,000	65,000	-65,000
	Roads & Bridge Culvert		78,885		-	-
Other	Community Dock park area		9,000	8,000	8,000	-8,000
	Stormwater drainage ditches/culverts Est. \$254k		-	-	-	-
			87,885	73,000	73,000	-73,000
Recreation Centre Rehabilitation & Upgrades						
	Rec Centre Hall rehabilitation/upgrade	\$ 25,000	25,000	60,000	60,000	
	Gazebo betterments	10,000	10,000			
	Sports fields equipment	5,000	5,000			
	Contingency	5,000	5,000			
Recreation Centre Rehabilitation & Upgrade project total cost			45,000	60,000	60,000	-60,000
2023 Capital expenditures (TCA) funded from grants				133,000	133,000	-133,000
Capital funding available for future projects & over expenditures						321
Plus Expense	Non-routine maintenance & approaches		23,000	23,000		
	Drainage & flood mitigation not capitalized		5,000			
	Community Dock beach area development		9,000	-		
	Small capital purchases expensed		2,000	2,000		
	Contingency		5,000			
Total	Op Expenses funded from Capital grants		44,000	25,000	25,000	-25,000
Total 2023	Gov't transfers for Capital			158,000	158,000	
Amount required from accumulated surplus for 2023 Capital projects						(24,679)
Total 2023 Capital expenditures budgeted				\$ 158,000		
Transfers for Capital					\$ 158,000	
Transfer from unrestricted surplus for Capital					24,679	
Total Capital revenue & transfers from surplus for 2023					\$ 182,679	
Tangible Capital Assets (TCA) additions						
	Roads	\$ -				
	Bridge Culvert	65,000				
	Drainage Ditches & Culverts	-				
	Land improvements Community Dock area park	8,000				
	Recreation Centre & park	60,000				
Total 2023 TCA additions		\$ 133,000				

SUMMER VILLAGE OF HORSESHOE BAY

2023 BUDGET WORK SHEET						
DISCUSSION DRAFT					Council meeting Jan. 7, 2023	
Year ended December 31, 2023						
					Unadjusted	Preliminary
					Dec 31,	DRAFT
					2022 Actual	2023 Budget
REVENUE	2022 Budget	2022 Actual	2023 Budget	using 2022 tax rates		
Taxation Revenue						
Tax Recovery Transfer	\$ -	\$ -	\$ -			
Residential Property Tax	107,404	107,404	107,404	Mun. Rate incr	0.2200	
Minimum Tax Residential	20,747	20,747	20,747	Min. Tax increa	\$35	
Total Residential Property Tax	128,151	128,151	128,151			
Non-Residential - Linear Property	1,376	1,376	1,376	includes \$13 DIP and		
Non-Residential min. tax	760	760	760	Total min. tax = \$21,507		
Total Non-Residential property tax	2,136	2,136	2,136			
Total Property Taxes	130,287	130,287	130,287			
Less ASFF Education Requisition payments	44,212	44,212	44,212			
DI Property Requisition payment	-	-	-			
Net Municipal Property Taxes	86,075	86,075	86,075			
Other Revenue						
User Fees (Certificate fees ,Hall use, etc..)	600	600	600			
Investment Revenue	2,200	2,253	2,500			
Penalties & Costs on Taxes	500	840	500			
Permits (Development)	400	450	400			
Miscellaneous, other revenue & contingency	14	1	14			
Recreation Revenue	2,000	994	2,000			
Other Revenue	5,714	5,138	6,014			
Revenue before Op. Grants	91,789	91,213	92,089			
Government Transfers for Operating						
Gov't Transfers for MSI OP grant	6,211	6,211	6,211			
Revenue available for SV Operations	98,000	97,424	98,300			
Gov't Transfers for ACP grants	178,000	52,151	273,968			
Total Grant Funding for Operating	184,211	58,362	280,179			
TOTAL REVENUE	\$ 276,000	\$ 149,575	\$ 372,268			
EXPENSE						
Council						
Council Honorarium	9,000	6,600	7,950			
Council Travel & Subsistence	700	290	750			
Council Communications - Wi-Fi	500	413	500			
Council goods & supplies		90				
Council Memberships/Registrations/Contineny	800	815	800			
Council	11,000	8,208	10,000			
General & Administrative Expenses						
Administration - Contract	18,200	21,141	24,000	New CAO Est \$2,000pm		
Admin., Travel & Subsistence	200	0	1,000	New CAO training & travel		
Advertising & Promotions	100	57	100			
Assessment Services	5,440	5,440	5,520			
Audit & Legal	5,900	6,080	6,000			
Communications - Courier & Postage	600	460	500			
Memberships	1,500	1,480	1,600			
Materials, goods & supplies	3,100	2,408	3,200			
Admin Services, Other Expense & Contingency	1,460	207	1,580	New CAO software \$1,000		
Registrations	100		900	New CAO training		
WCB	500	454	600			
Website Maintenance	900	849	1,000			
General & Administrative Expenses	38,000	38,576	46,000			

SUMMER VILLAGE OF HORSESHOE BAY

2023 BUDGET WORK SHEET				
DISCUSSION DRAFT				
Year ended December 31, 2023			Council meeting Jan. 7, 2023	
		Unadjusted	Preliminary	
		Dec 31,	DRAFT	
EXPENSES continued	2022 Budget	2022 Actual	2023 Budget	
Roads, Streets, Walks, Lighting				
Non-routine road maintenance	5,000	6,536	23,000	MSI Cap grant
Road Maintenance Materials from Non-gov't	1,943		2,314	
Road Maintenance County of St Paul	4,500	4,300	5,000	
Signage	500	0	500	
Sub-total before ACP projects & Amort.	11,943	10,836	30,814	
Stormwater Management - drainage	84,600	27,651	0	
Amortization - Roads & bridges	49,457	57,972	76,186	
Roads, Streets, Walks, Lights	146,000	96,459	107,000	
Protective Services & Fire				
Policing Cost Recovery	3,248	3,168	4,876	
Emergency - E911	308	308	308	
Other Emergency & Prevention services	153	233	200	
Fire Expenses - County of St Paul	2,920	2,920	2,920	
Reg. Emergency Management exp.	314	314	400	
Occupational Health & Safety	1,057	1,057	296	
Regional GIS system services - MuniSight	1,000	750	1,000	
Fire & Preventive Services	9,000	8,750	10,000	
Waste Management				
Waste Management Non-County	930	150	781	
Waste Management County	12,351	12,351	12,500	
Amortization Waste transfer station	719	719	719	
Waste Management	14,000	13,220	14,000	
Planning and Development				
ISDAB Training & Panels	325		1,543	
IM Economic Development (STEP EDA Committe	1,675	1,675	1,489	
IM Ec. Development (Reg Investor Readiness)			200,000	
IM Economic Development (Tourism)	98,000	24,500	73,968	
Planning and Development	100,000	26,175	277,000	
Parks & Recreation				
Contracted Services - Hall	500	1,000	1,000	
Contracted Services - Park grass & equip.	4,000	5,151	4,000	
Contracted Services - non-gov't	3,800	521	3,600	
Total Contracted Services - Labour	8,300	6,672	8,600	
Contracted services from County St Paul	500	500	500	
SV share of Class A Rec Facilities	2,600	2,557	2,600	
Insurance Rec.Centre, park & recreation	3,000	2,919	3,100	
Materials, Goods & Supplies	2,515	2,000	2,386	
Utilities (power,heating,water & sewer)	5,000	4,800	5,000	
Small capital purchases & sports equip't	2,000		2,000	
Amortization P & R	4,085	5,949	7,814	
Parks & Recreation	28,000	25,397	32,000	
TOTAL OPERATING EXPENSE	346,000	216,785	496,000	
Excess (Shortfall) of Revenue				
over Expenses before Capital	(70,000)	(67,210)	(123,732)	
Other				
Government transfers for Capital	674,591	566,450	158,000	
EXCESS of REVENUES over EXPENSES	604,591	499,240	34,268	
Adj. for cash items, not PSAB Rev. or Exp				
Loss on disposal of bridge		(42,611)		
Tangible Capital Assets expenditures	-801,000	-722,754	-133,000	
Deficit before non-cash items	(196,409)	(266,125)	(98,732)	
Adjustment for non-cash items:				
Loss on disposal of TCA demolished bridge		42,611		
Amortization of TCA	54,261	64,640	84,719	non-cash expense
Transfer from Unrestricted Surplus for Operating	3,739	0	0	Op deficit
Transfer from Unrestricted Surplus for Capital	138,409	162,989	-	Cap projects
FINANCIAL PLAN Balance	\$ -	\$ 4,115	\$ (14,013)	Before tax increase

SUMMER VILLAGE OF HORSESHOE BAY

CAPITAL PROJECTS 2022

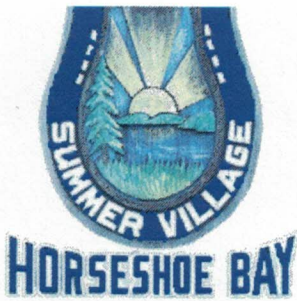
Actual Capital Expenditures vs Budget for year ended Dec 31, 2022

For Council at Meeting January 7, 2023

Agenda Item	PROJECT	DESCRIPTION	Total Project Budget	2022 Actual Cost to Dec31/22	Funding Sources					Total CAP Grants	Accum Surplus	Unspent CAP Funding	
					MSI Cap	MSP	CCBF-GTF	AT Grant	ACP				
	Grant allocations available. Include 2023 MSI & CCBF					\$ 316,579	\$ 9,026	\$ 73,880	\$ 275,250	\$ 34,487	\$ 709,222	\$ 195,355	\$ 904,577
	N Russel Dr	635m x 5.6 (3600m2 x \$18.32 = \$65,952 +	\$ 69,000	\$ 71,503	71,503						71,503	-	(71,503)
	Martin Pt Dr	130m x 5.0 (650m2 x \$18.32 = 11,908 +	12,000	12,832	12,832							-	(12,832)
	N HBD	- 635mx 5.85m (3800m2 x \$18.3172) = 69,616 +	73,000	75,885	75,885						75,885	0	(75,885)
7.a) i	Funded from MSI CAP			154,000	160,220						160,220	-	(160,220)
7.a) ii	TWP594	- 902m x 5.9 650m2	104,000	105,103				73,880			73,880	31,223	(105,103)
7.a) iii	N Homestead	930mx5.0 4700m2 x \$18.32 =86,104 +	89,000	93,219								93,219	(93,219)
7.a) iii	N Point Dr	330m x 5.6m 1900m2 x \$18.32 = \$34,808 +	39,000	38,809							-	38,809	(38,809)
	Funded from Surplus			128,000	132,028							132,028	(132,028)
7.a) iv	Roads	Paves' overlay (Before gravel)	386,000	397,351	160,220			73,880			234,100	163,251	(397,351)
	Bridge Culvert	Culvert Est total cost	367,000	288,114	37,541		-	-	216,086	34,487	288,114	-	(288,114)
	Total Roads & Bridge Culvert			753,000	685,465	197,761		73,880	216,086	34,487	522,214	163,251	(685,465)
	Community Dock	Dock - 4 boat stalls (slips)	37,289	37,289	28,263	9,026					37,289	-	(37,289)
	Lake Front park	Beach, benches, parking, etc.	7,737	-	-						-	-	-
7.a) v	Community Dock & Lake front park			45,026	37,289	28,263	9,026				37,289		(37,289)
	Remaining Cap funding available					90,555	0	0	59,164		149,719	32,104	181,823
7.a) vi	Rec Centre Rehab. FB unspent MSI-CAP 6547 \$6,534				-	-	-	-	-	-	-	-	-
	Remaining Cap funding available					90,555	-	-	59,164		149,719	32,104	181,823
	Total Capital projects & grant applications for 2022			819,517	\$ 722,754	\$ 226,024	9,026	\$ 73,880	\$ 216,086	\$ 34,487	\$ 559,503	\$ 163,251	\$ (722,754)
	Remaining Cap funding available					90,555	0	0	59,164		\$ 149,719	\$ 32,104	\$ 181,823
	Unspent 2018 MSI CAP - MRC & Park \$6,534			\$ 6,534	\$ -	\$ -					-		
	Unspent 2019 MSI CAP-11975 Rehab incl east end 594 level & gra			2,020	600	600					600		(600)
	Unspent 2021 MSI CAP-13871 rds. repairs,patch,cracks,resurface,			1,857	-	-					-		
	Unspent 2021 MSI Cap-14385 Bridge assessment & signs			3,072	-	-					-		
	Unspent MSI CAP from prior years			13,483	600	600					600		(600)
	Total Capital Budget for 2022 vs Actual spent			\$ 833,000	\$ 723,354	\$ 226,624	\$ 9,026	\$ 73,880	\$ 216,086	\$ 34,487	\$ 560,103	\$ 163,251	\$ (723,354)
	Driveway approaches in expenses				6,085	6,085					6,085		(6,085)
	Total grant funding y/e Dec 31, 2022				\$ 729,439	\$ 232,709	\$ 9,026	\$ 73,880	\$ 216,086	\$ 34,487	\$ 566,188	\$ 163,251	\$ (729,439)
	Grant allocations & Surplus available for future years					83,870	0	0	59,164	0	143,034	32,104	\$ 181,223

NOTES:

1. Accumulated Surplus beginning of year 2022
Less: Cash Reserve required by Bylaw
Adjustment for operating costs
Cash NOT available for Capital projects
Accumulated Surplus available for Capital projects
Less: transfer from accumulated surplus for capital in 2022
Accumulated Surplus available for future Capital Projects
Plus: Cash not available for Capital projects
Accumulated Surplus end of 2022. (After 2022 Capital projects)
2. Project grant funding includes estimated MSI & CCBF allocations for 2023
3. Estimated cash on hand at December 31, 2022 (until 2023 grant allocations are paid to SV in 2023) is
4. Road work covers approx. 72% of all paved roads. The south end of Russel Dr. & Homestead Trail,
5. Point Dr south and all of Coney Dr. are not being paved over because of lack of funding.
6. There is NO stormwater drainage in Capital projects.
7. AB Transportation will be paying an \$80,000 advance in Jan 2023 for \$78,011 spent in excess of \$137,625 already received.



Summer Village of Horseshoe Bay

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Agenda Item Summary Report

Agenda Item 8.a) Fire Services Training Program Grant (FSTP)

Meeting Date: January 7, 2023

Background

Fire Chief, Trevor J. Kotowich has requested the Summer Village support for a Fire Services Training Program grant. This grant makes training of volunteer firemen/women available locally, removing the burden of having to travel great distances or be absent from work.

The Village has 2 residents who are volunteer firemen in the area.

Recommendation/RFD/Comments

MOVED BY _____ that the Summer Village of Horseshoe Bay support an application by the town of St. Paul for a Fire Services Training Program grant, in collaboration with the County of St. Paul and the Town of Elk Point.

-Carried-

8.a)



SUMMER VILLAGE OF HORSESHOE BAY

PO Box 1778 St. Paul, AB T0A 3A0

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November 28, 2022

Fire Chief Trevor J. Kotowich
Director of Protective Services
Town of St. Paul
5101 – 50 St.
PO Box 1480
St. Paul, AB T0A 3A0

Re: FSTP Grant 2022/2023

Dear Trevor:

As per your email request on November 25, 2022, Council of Summer Village of Horseshoe Bay have unanimously agreed to support FSTP grant. Formal approval will be given at our next council meeting scheduled for January 7, 2023.

A copy of our letter of support is attached.

We hope we are successful with this very important funding to ensure our firefighters are well trained.

Good Luck.

Yours truly

Norman Briscoe
Chief Administrative Officer

Enclosure



SUMMER VILLAGE OF HORSESHOE BAY

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November 28, 2022

Grants Co-Ordinator
Public Safety Division
Alberta Municipal Affairs

Re: FSTP Grant 2022/2023

Dear Sir/Madam:

Once again, the Summer Village of Horseshoe Bay fully supports the regional training initiatives as laid out in the Fire Services Training Program grant that ensures a high level of preparedness for our volunteers.

By collaborating with the County of St. Paul, Town of St. Paul, and Town of Elk Point, we are able to make training available locally, thus removing the burden of having to travel great distances or be absent from work.

These grants are instrumental in ensuring we have an adequate number of trained personnel to respond to any type of emergency within our region. Even a slight reduction in funding could have a detrimental effect on the number of trained volunteers.

We congratulate the Government of Alberta for its commitment through this program in making Alberta a safer place.

Yours truly

Norman Briscoe
Chief Administrative Officer

Enclosure



Summer Village of Horseshoe Bay

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Agenda Item Summary Report

Agenda Item 8.b) Northern & Regional Economic Development Program
Request for Decision

Meeting Date: January 7, 2023

Background

STEP Economic Development Alliance wishes to submit an application under the Northern & Regional Economic Development (NRED) Program for the purposes of contracting a tourism coordinator to support the work of the STEP Development Officer.

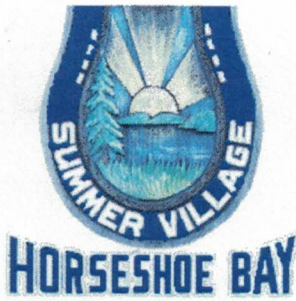
See attached **Request for Decision** submitted by the County of St. Paul for details on the program.

Recommendation/RFD/Comments

MOVED BY _____ that the Summer Village of Horseshoe Bay approves an application be submitted by STEP to the Northern & Regional Economic Development Program on behalf of the STEP partner municipalities including the Town of St. Paul, Town of Elk Point, and County of St. Paul. Further that the County of St. Paul be the managing partner.

-Carried-

8.b)



Summer Village of Horseshoe Bay

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Agenda Item Summary Report

Agenda Item 8.b) Northern & Regional Economic Development Program Request for Decision

Meeting Date: January 7, 2023

Background

STEP Economic Development Alliance wishes to submit an application under the Northern & Regional Economic Development (NRED) Program for the purposes of contracting a tourism coordinator to support the work of the STEP Development Officer.

See attached **Request for Decision** submitted by the County of St. Paul for details on the program.

Recommendation/RFD/Comments

MOVED BY _____ that the Summer Village of Horseshoe Bay approves an application be submitted by STEP to the Northern & Regional Economic Development Program on behalf of the STEP partner municipalities.

-Carried-

STEP Economic Development Alliance

780-646-2975

lsallstrom@stepeconomicdevelopment.ca

www.stepeconomicdevelopment.ca



STEP

St. Paul / Elk Point
Economic Development Alliance

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RFD County- NRED.docx

83K

Betty Richard <brichard@county.stpaul.ab.ca>

Fri, Jan 6, 2023 at 8:54 AM

To: Linda Sallstrom <lsallstrom@stepeconomicdevelopment.ca>, Sheila Kitz <SKitz@county.stpaul.ab.ca>, "sjeffery@town.stpaul.ab.ca" <sjeffery@town.stpaul.ab.ca>, Ken Gwozdz <cao@elkpoint.ca>, "svhorseshoebay@gmail.com" <svhorseshoebay@gmail.com>

Cc: Sarah Burton <sburton@town.stpaul.ab.ca>, Alyssa Cameron <acameron@town.stpaul.ab.ca>, Kendra Loughran <executiveassistant@elkpoint.ca>, Darrell Younghans <dyounghans@county.stpaul.ab.ca>, "dave@amyotteweld.ca" <dave@amyotteweld.ca>, Nathan Taylor <ntaylor@town.stpaul.ab.ca>, Timothy Smereka <lonespruce.enviro@gmail.com>

I will add this to our agenda for Tuesday. 😊

Respectfully,



Betty Richard

Executive Assistant

County of St. Paul No. 19

5015 49 Avenue, St. Paul, AB T0A 3A4

P: 780-645-3301 ext. 1221

E: brichard@county.stpaul.ab.ca

Our Mission – To create desirable rural experiences

[Quoted text hidden]

2 attachments

image002.png

1K



image003.jpg

12K

Norman Briscoe <svhorseshoebay@gmail.com>
To: Betty Richard <brichard@county.stpaul.ab.ca>

Fri, Jan 6, 2023 at 9:43 AM

I will add to the Agenda for the SV Council January 7, 2023 meeting

Norman R. Briscoe
Chief Administrative Officer
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[Quoted text hidden]

Norman Briscoe <svhorseshoebay@gmail.com>
To: Linda Sallstrom <lsallstrom@stepeconomicdevelopment.ca>

Fri, Jan 6, 2023 at 9:47 AM

I will add to the Agenda for the SV Council meeting January 7, 2023

Norman R. Briscoe
Chief Administrative Officer
Summer Village of Horseshoe Bay
PO Box 1778



Request for Decision

Council Meeting: January 10, 2023

Northern and Regional Economic Development Program

Request

STEP Economic Development Alliance wishes to submit an application under the [Northern and Regional Economic Development \(NRED\) Program](#) for the purposes of contracting a tourism coordinator to support the work of the STEP Economic Development Officer.

Eligible Program projects are those that support economic development and have a clear path to achieving tangible and impactful results in one or more of the following areas:

- Investment in Economic Development Infrastructure
- Business Supports
- Labour Force Attraction and Retention
- Tourism Planning, Capacity Building and Infrastructure
- Economic Development Capacity Building

Eligible applicants are:

- First Nations
- Metis Settlements
- Municipality
- Not-for-Profit

Applicants are required to contribute 50% of the total project value. STEP will provide the required contribution from funds budgeted for additional staffing and tourism.

Applications must be submitted via the Program Online Application Portal no later than 11:59 p.m. on January 22, 2023.

COUNTY OF ST. PAUL

5015 – 49 Avenue, St. Paul, AB



Budget/Financial – A successful application to the NRED Program enables STEP to increase funding to support economic development across the region.

Legislation/Bylaw/Policy Consideration –

Economic Development Implications – A successful application to the NRED Program would enable STEP to increase its capacity and focus on tourism while maintaining existing economic development projects underway.

Alternatives

That the County of St. Paul approves an application be submitted by STEP to the Northern and Regional Economic Development Program on behalf of the STEP partner municipalities.

That the County of St. Paul does not approve an application be submitted by STEP to the Northern and Regional Economic Development Program on behalf of the STEP partner municipalities.

Recommendation

That the County of St. Paul approves an application be submitted by STEP to the Northern and Regional Economic Development Program on behalf of the STEP partner municipalities.

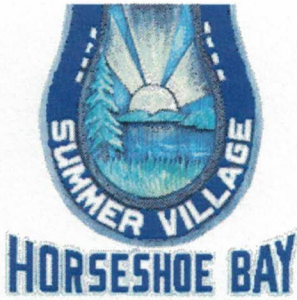
Submitted by: Sheila Kitz, CAO

Summer Village of Horseshoe Bay

January 7, 2023

CAO Report and Action List

What		Status & Comments												
	Capital Projects and Grants	see agenda item 7 b) Capital projects update.												
1	<p>Road pavement overlay</p> <p>Funding source: MSI, CCBF & accumulated surplus</p> <table><tr><td>Budget amount</td><td>\$ 387,000</td></tr><tr><td>Total spent to Dec. 31, 2022 is</td><td>397,351</td></tr><tr><td>Overspent to Dec31, 2022</td><td>(10,351)</td></tr><tr><td>Estimate to complete in 2023</td><td>23,000</td></tr><tr><td>Estimated total amt over budget</td><td>\$ 33,351</td></tr></table> <p>Will require 2023 MSI grant application</p>	Budget amount	\$ 387,000	Total spent to Dec. 31, 2022 is	397,351	Overspent to Dec31, 2022	(10,351)	Estimate to complete in 2023	23,000	Estimated total amt over budget	\$ 33,351	<p>Pavement overlay of 72% of SV roads has been completed except for repairs of deficiencies on Twp Rd 594, driveway approaches & new culvert paving. We did not get this work done last fall because of the early winter. The repair of the deficiencies, finishing the paving work, and supply & spread of gravel for the approaches to driveways will be done in late spring or early summer. The remaining roads overlay will have to wait until we have sufficient grant and accumulated surplus money. Once we know the final cost of 2022 projects we can start calculating this amount. There is an estimated \$23,000 to be done on roads.</p>		
Budget amount	\$ 387,000													
Total spent to Dec. 31, 2022 is	397,351													
Overspent to Dec31, 2022	(10,351)													
Estimate to complete in 2023	23,000													
Estimated total amt over budget	\$ 33,351													
2	<p>Bridge Culvert</p> <p>Funding source is AT grant for \$275,250 & \$91,750 from MSI & ACP grants.</p> <table><tr><td>Budget amount</td><td>\$ 367,000</td></tr><tr><td>Total spent to Dec. 31, 2022 is</td><td>288,114</td></tr><tr><td>Unspent at Dec 31, 2022</td><td>78,886</td></tr><tr><td>Estimate to complete in 2023</td><td>55,000</td></tr><tr><td>plus contingency for Apex gas line</td><td>10,000</td></tr><tr><td>Estimated under budget</td><td>\$ 13,886</td></tr></table>	Budget amount	\$ 367,000	Total spent to Dec. 31, 2022 is	288,114	Unspent at Dec 31, 2022	78,886	Estimate to complete in 2023	55,000	plus contingency for Apex gas line	10,000	Estimated under budget	\$ 13,886	<p>The contractor completed assembly & installation of the culvert in November 2022. There is still some seeding work to be done & paving the road over the culvert area. We also have to put in a guard rail on the north side of the road, and we have to put a fence around both ends of the culvert to prevent vehicles, RVs and people from falling over the end. The estimated cost of this work is \$55,000.</p> <p>There will likely be a bill from APEX for lowering the gas line along the south side of the bridge. We do not know the amount or if Apex will bill the SV.</p>
Budget amount	\$ 367,000													
Total spent to Dec. 31, 2022 is	288,114													
Unspent at Dec 31, 2022	78,886													
Estimate to complete in 2023	55,000													
plus contingency for Apex gas line	10,000													
Estimated under budget	\$ 13,886													
3	<p>Community dock & public beach area.</p> <p>Source of funding is MSI (& one time \$9,026 MSP)</p> <table><tr><td>Budget amount</td><td>\$ 45,026</td></tr><tr><td>Spent on Dock to Dec. 31, 2022</td><td>37,389</td></tr><tr><td>Unspent at Dec. 31, 2022</td><td>\$ 7,637</td></tr></table> <p>which is available for development of the beach area</p>	Budget amount	\$ 45,026	Spent on Dock to Dec. 31, 2022	37,389	Unspent at Dec. 31, 2022	\$ 7,637	<p>The development of the beach park still has to be done and we still have to clean out the remaining dead willows. Signs also have to be designed, ordered and installed.</p> <p>I have not had time to design &/or order the safety signs because of other projects.</p>						
Budget amount	\$ 45,026													
Spent on Dock to Dec. 31, 2022	37,389													
Unspent at Dec. 31, 2022	\$ 7,637													
4	<p>Martin Rec. Center betterment & enhancement and addition of office & storage area to the hall</p> <p>Source of funding is the balance of MSI Capital allocations of \$21,346 plus unspent MSI Capital funding received in prior years \$6,534</p>	<p>I have not done the budgeting for an addition until I have a better idea of how much money is available for the hall & park work.</p> <p>Based on the information I have now a 12' x 24' addition (288Sqft), would cost at least \$40k plus another \$20k for fixing up the hall, for a total of \$60k plus. I will try to obtain some estimates before the 2023 budget is approved in April.</p>												
5	<p>Stormwater Management for 2022</p> <p>MPE have provided the Preliminary Design drawings</p> <p>Implementation of stormwater & drainage</p> <p>This project including the tender documents are fully cover by the ACP grant.</p>	<p>I asked MPE the wrap up the project & to prepare tender documents for our file so that the tenders are available when we decide to proceed with the work. The tenders would likely require updating for cost estimates.</p> <p>We do not have anything in the budget for capital expenditures for 2023 Grant funding for SW will have to wait until 2024 under the LGFF program</p>												
6	<p>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>												
7	<p>Get SV Hanging sign refurbished</p>	<p>Dave Amyotte is checking on this item.</p>												
8	<p>SV Administrative contract and CAO replacement</p>	<p>Debbie Tyson will attend the January 7, 2023 Council meeting. She will be available and can be interviewed in a closed session. Council can formally appoint her as CAO, the effective date and remuneration amount.</p>												



Summer Village of Horseshoe Bay

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Agenda Item Summary Report

Agenda Item 11.a) Financial Reports

Meeting Date: January 7, 2023

Background

Financial Reports for 12 months ended December 31, 2022:

- Actual Year-to-Date to Budget,
- Cheque log: for the months of October, November & December, 2022
- December 31, 2022 Bank Reconciliation

Recommendation/RFD/Comments

MOVED BY _____ that the financial reports for the 12 months ended December 31, 2022, including cheque #2684 to 2721 in the amount of \$385,451.91 be accepted as presented.

-Carried-

Summer Village of Horseshoe Bay
Projected Actual to Budget
For the year ended December 31, 2022

	2022 Budget	2022 Actual
		Preliminary
REVENUE		Operating
Taxation Revenue		
Tax Recovery Transfer		
Residential Property Tax	\$ 107,404	\$ 107,404
Minimum Tax	20,747	20,747
Total Residential property tax	128,151	128,151
Non-Residential - Linear Prop. Tax	1,504	1,376
Non-Residential minimum tax	632	760
Non-Res. Linear Property Tax	2,136	2,136
Total Property Taxes & GIP	130,287	130,287
Less Education Requisition transfers	44,212	44,212
DI Property Tax Requisition 2020 \$12.98	-	-
Total Tax Revenue	86,075	86,075
Other Revenue		
User Fees (Certificate, fees, etc.)	600	600
Investment Revenue	2,200	2,253
Penalties & Costs on Taxes	500	840
Permits (Development) & Licenses	400	450
Miscellaneous Revenue	14	1
Recreation Revenue	2,000	994
Total Other Revenue	5,714	5,138
Funding from Grants		
Gov' Transfers for MSI Operating	6,211	6,211
Gov't Transfers for ACP SW Drainage	80,000	27,651
Gov't Transfers for ACP Reg Tourism	98,000	24,500
Total Grant Funding	184,211	58,362
TOTAL REVENUE	276,000	149,575
EXPENSE		
Council		
Council Honorarium	9,000	6,600
Council Travel & Subsistence	700	290
Council Communications - Wi-Fi	500	413
Council goods & supplies		90
Council Memberships & Registrations	800	815
Total Council	11,000	8,208
General & Administrative Expenses		
Administration - Contract	18,200	21,141
Travel & Subsistence	200	
Advertising & Promotions	100	57
Assessment Services	5,440	5,440
Audit & Legal	5,900	6,080
Communication - Courier & Postage	600	460
Memberships	1,500	1,480
Gen/Admin Materials, goods & supplies	3,100	2,381
Miscellaneous & Other services	1,460	207
Registrations	100	
WCB	500	454
Website Maintenance	900	849
Total General & Administrative Expenses	38,000	38,549

Summer Village of Horseshoe Bay				
Projected Actual to Budget				
For the year ended December 31, 2022				
		2022 Budget		2022 Actual
				Preliminary
				Operating
EXPENSES continued				
Roads, Streets, Walks, Lighting				
Roads Services purchased non-govt		5,000		6,536
Road Maintenance & repairs materials		1,943		
Road Maintenance by County of St Paul		4,500		3,900
Signage		500		
Road exp. Before SW & Amort.		11,943		10,436
Stormwater & Drainage		84,600		27,651
Amortization		49,457		60,525
Total Roads, Streets, Walks, Lights		146,000		98,612
Fire & Preventive Services				
Police Recovery cost		3,248		3,168
Emergency Management (E911)		308		308
Preventive & Protective Services		153		75
Fire Expenses County		2,920		2,920
Reg. Emergency Management Exp.		314		314
Reg. Occupational Health & Safety		1,057		1,057
MuniSite (WebMap) GIS (AAG)		1,000		750
Total Fire & Preventive Services		9,000		8,592
Waste Management				
Waste Management Non-County		930		150
Waste Management County St Paul		12,351		12,351
Amortization		719		719
Total Waste Management		14,000		13,220
Planning, Development & IM Collaboration				
ISDAB per diem per hearing & travel		325		-
STEP Ec Dev Alliance committee		1,675		1,675
Ec Dev Regional Tourism strategy		98,000		24,500
Planning, Develop't & IM Collaboration		100,000		26,175
Parks & Recreation				
Contracted Services - Hall		1,000		710
Contracted Services -Park grass & equip't		4,000		4,359
Contracted Services - Other		3,300		1,431
Total Contracted Services - Labour		8,300		6,500
Contracted Services County of St Paul		500		500
Share of Rec Class A Assets Operating costs		2,600		2,557
Insurance Rec. Centre, parks & recreation		3,000		2,919
Materials, Goods & Supplies		2,515		1,885
Utilities		5,000		4,800
Small capital purchases from Capital		2,000		
Amortization		4,085		5,949
Total Parks & Recreation		28,000		25,110
TOTAL OPERATING EXPENSE		346,000		218,466
NET Surplus (Deficiency)		(70,000)		(68,891)
Government transfers for Capital		674,591		566,188
Excess (Deficiency) of Rev over Exp		604,591		497,297
Adj. for cash items, not PSAB Rev. or Exp.				
Loss on disposal of TCA -demolished bridge				(42,611)
Tangible Capital Assets expenditures		(801,000)		(722,754)
Deficiency of Rev over Exp after amort.		(196,409)		(268,068)
Adjust for non-cash items:				
Loss on disposal of TCA - demolished bridge				42,611
Amortization expense		54,261		67,193
Transfer from Unrestricted Surplus		142,148		163,251
FINANCIAL PLAN Balance		\$ -		\$ 4,987



STEP

St. Paul / Elk Point
Economic Development Alliance

STEP MEETING NOTES

Tuesday, November 1, 2022 via Zoom @ 8:30am

In attendance: Darrell Younghans, County of St. Paul; Dave Amyotte, Summer Village of Horseshoe Bay; Nathan Taylor, Town of St. Paul; Tim Smereka, Town of Elk Point; Linda Sallstrom, STEP EDO; Yvonne Weinmeier, St. Paul & District Chamber of Commerce; Bob Bezpalko, AB Hub (advisory)

Absent: Serena Sjodin, Alberta Labour & Immigration (advisory)

1. STEP Committee changes – Gary Ward has completed his term on the STEP Committee and Nathan Taylor has been appointed by the Town of St. Paul as the STEP representative. Dave Amyotte, Darrell Younghans and Tim Smereka were all reappointed to the STEP Committee. Thank you to Gary for his time and input and welcome to Nathan.
2. EDA Training: Economic Development for Councillors – The Committee has agreed to host the EDA training in the new year. Linda will canvass the municipalities for suitable dates and reach out to EDA with those dates.
3. St. Paul Airport – Challenges with the process or lack of process at the St. Paul Airport have been identified as potentially impeding businesses and growth of the airport. This was brought to the attention of the Airport Committee.

Additionally, STEP approached University nuhelot'ine thaiyots'inistameyimâkanak Blue Quills as a potential partner on an ACP grant to conduct an area structure plan from the Town of St. Paul, west along highway 29, and around the airport and the University. The University took the matter to their Board of Governors, who in turn wish to take the matter to their Nations. The ACP grant for this purpose will not proceed this year as the matter needs to be further discussed and reviewed.

4. Northland Power Wind Turbine Information Session – Northland will be hosting an Information Session for the public at Reunion Station on Wednesday, November 16, 2022 from 3pm to 7pm. No County representatives or council will be in attendance at the recommendation of legal council. It is imperative that the County remain neutral in the matter as it is out of the municipalities control whether the project receives approval to proceed through AER. It should be noted that the County has made changes it feels are important to protecting its and the residents interests.
5. EDO
 - a. Contract – Based on the municipalities approval of the MOU for the continued operation and management of the STEP Economic Development Alliance for the next five years, the Committee has agreed to another one year contract term for Linda Sallstrom on the existing terms and remuneration in accordance with the 2023 STEP budget.

- b. LOA – The EDO will be on a leave of absence for medical purposes commencing December 7, 2022, for up to six weeks (January 16, 2023.)

6. Conferences:

- a. World Planning Day: County of St. Paul Planning and Development – November 2, 2022 (virtual)
- b. Ian Hill – municipal/council team event – November 3, 2022 @ Rec Centre, St. Paul, AB
- c. Northeast Alberta Agricultural Service Board Conference – November 4, 2022 @ Ashmont, AB

7. Grants Update

- a. Labour Market Partnership – ongoing
- b. ACP – Recreation Feasibility (County) – Director of Community Services managing
- c. ACP – Tourism Strategy (SVHB) – ongoing
- d. CanExport Community Investments – application to be submitted NLT Nov 9, 2022
- e. ACP 2023 Town of St. Paul – Regional Immigration Supports – to be submitted NLT Dec 16, 2022
- f. ACP 2023 SVHB – Investor Readiness/Competitive Analysis – to be submitted NLT Dec 16, 2022
- g. ACP 2023 County of St. Paul – STEP Regional Trail Plan (substituted for ASP to airport and UNBQ) – to be submitted NLT Dec 16, 2022

8. EDO Report (attached)

9. Next Meeting – Next meeting December 6, 2022.

STEP Economic Development Alliance EDO Report
October 4 – October 31, 2022



Agriculture	Food/Hemp/Seed Clean Assn	<ul style="list-style-type: none"> Met with consultant and CF regarding “business case” for greenhouses. Assist with planning Ag Svc Board Conference Work with Invest AB regarding existing facilities/sites Set meeting with stakeholders for food processing project Met with MITACs regarding student support for Ag project
Portage College	Food Processing/Other Opportunities	<ul style="list-style-type: none"> No current activity
RTIC (tourism)	Destination Development/Tourism Entrepreneurs	<ul style="list-style-type: none"> Meet with DMO and Prairies Can regarding grant application Connect tourism businesses/potential businesses with resources Met with Pedego/E-Bike AIHT Review interview script with consultant for Tourism Strategy project Coord dinner w/ Travel AB TDZ Tour and attend event
Film	Film Ready Community Project	<ul style="list-style-type: none"> Connect with Industry to discuss the Dusk & Dawn project/way forward
Broadband	Broadband Analysis	<ul style="list-style-type: none"> No current activity
Windsor Salt	Plant Closure	<ul style="list-style-type: none"> Met with Windsor to discuss NDA Request/put forward request Receive and review information requested under NDA Discuss current objectives – environmental/decommissioning plans Update County Council
	Elk Point Airport	<ul style="list-style-type: none"> Jet Pro awaiting Federal approval on documentation submitted for nav system (June 2023) Attend Airport Committee Meeting/Follow up on trees Install camera at airport Review proposals for ASP/prepare for interviews
	St. Paul Airport	<ul style="list-style-type: none"> Discussion regarding investor/business interest at airport
Energy/Climate Action	Wind Energy	<ul style="list-style-type: none"> No current activity
Waste	Waste Analysis/Management	<ul style="list-style-type: none"> Attend Evergreen meet for presentation of feasibility study by consultants Review options/matrix options for way forward Telephone conversation with AltaRoot; discuss a visit to Westlock facility
Recreation	Regional Recreation	<ul style="list-style-type: none"> Project being managed by County Director of Community Svcs
Technology	Building a tech ecosystem	<ul style="list-style-type: none"> Met with Bitcoin operator
	Drone Technology	<ul style="list-style-type: none"> No current activity

Investor Readiness	Site Selection Info	<ul style="list-style-type: none"> • Prepare Asset Sheet for identified property • Meet with Invest AB on current projects • Host Invest AB at Alumni event • Work with MacEwan students on competitiveness of region • Work with consultant to draft CECI grant
Stakeholder/Municipality Relations	Elk Point	<ul style="list-style-type: none"> • Liaise with CAO • View virtual and in person Council Meetings • Attend joint Council meeting
	County of St. Paul	<ul style="list-style-type: none"> • Attend managers' and staff meeting. View virtual Council meetings. Provide input and report as required. • Provide Council with Windsor update
	Town of St. Paul	<ul style="list-style-type: none"> • Liaise with CAO • Attend managers' meeting. Virtual Council meetings. • Attend joint Council meeting
	EP EDC/EP Chamber	<ul style="list-style-type: none"> • Attend monthly EDC/Chamber meeting.
	St. Paul Chamber of Commerce	<ul style="list-style-type: none"> • Liaise with ED on work and projects
AB Hub	Miscellaneous	<ul style="list-style-type: none"> • Attend AB Hub meeting • Request resources/share resources
Workforce Development	Workforce Attraction and Retention/LMP Project	<ul style="list-style-type: none"> • Consultant contacting employers regarding skills gap and employer toolkit • Review Elk Point video draft
	Immigration/Rural Renewal	<ul style="list-style-type: none"> • Research options for Rural Renewal Stream project • Met with FCSS to discuss services • Tele disc with Whitecourt EDO
	St. Paul Junior Canadiens Alumni	<ul style="list-style-type: none"> • Assist with set up of Alumni event with Montreal Canadiens Alumni • Attend event
	Miscellaneous	<ul style="list-style-type: none"> • Share grant opportunities/resources • Connect businesses with resources available for retention and expansion/tourism/funding. • Met with Vermilion EDO



Summer Village of Horseshoe Bay

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Agenda Item Summary Report

Agenda Item 13) Confidential to Alberta Municipalities Members
Local Government Fiscal Framework (LGFF) Allocation

Meeting Date: January 7, 2023

Background

The attached information is to be presented at a Closed Meeting of Council under FOIP Section 21, 22, 23 & 24, Intergovernmental Relations.

Summary:

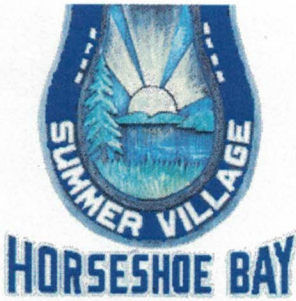
Starting in 2024, the Municipal Sustainability Initiative (MSI) will be replaced by the Local Government Fiscal Framework (LGFF) as Government of Alberta's primary infrastructure funding program for municipal governments.

Alberta Municipalities (ABmunis) has presented a LGFF Allocation Formulas Proposal to Alberta Municipal Affairs, on behalf of its members. The proposal is a 61 page document, so I have attached the "Executive Summary", "Proposed Allocation Formula", "Background" and "Parameters Set by Municipal Affairs"

Recommendation/RFD/Comments

MOVED BY _____ ^{reject} that council accept the Local Government Fiscal Framework Allocation formula proposal as presented for information and discussion.

-Carried-



Summer Village of Horseshoe Bay

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Agenda Item Summary Report

Agenda Item 13.b) Personnel Discussion: CAO Retirement & Replacement

Meeting Date: January 7, 2023

Background

Council will move to a Closed Session to discuss a personnel matter per FOIP Section 17.

Meeting recording will be paused at this time.

Recommendation/RFD/Comments

MOVED BY Mayor Gary Burns that council move to a closed session at 12:37pm to discuss the retirement and replacement of the CAO, per FOIP section 17.

-Carried-

MOVED BY ^mMayor Gary Burns that council return to open meeting at 1:14 pm.

-Carried-