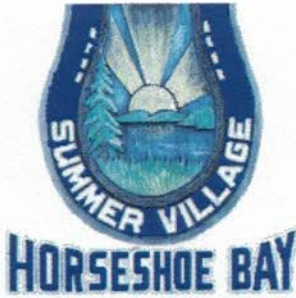


Summer Village of Horseshoe Bay

Agenda: Regular Meeting
Saturday, April 23, 2022, 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) January 15, 2022 Regular Meeting
4. PUBLIC HEARINGS – none
- ✓ 5. DELEGATIONS
 - a) JMD Group: Presentation of Audited Financial Statements for year-ended December 31, 2021
6. BYLAWS - none
7. OLD BUSINESS
 - ✓ a) 2022 Budget and Tax Rates
 - b) Date for AGM and Social Gathering
 - c) Date for Public Hearing
 - d) Go East of Edmonton" Membership
 - e) Joint Municipality Meeting
8. NEW BUSINESS
 - a) Policy Review
 - b) Community Drone Chapter
 - c) Future of Municipal Government – AMA (Alberta Municipalities)
 - d) Alberta Community Partnership (ACP) grants
 - e) Policing
 - f) Increasing Utility Fees
 - g) St. Paul Search & Rescue Society Donation
9. COUNCILLOR REPORTS
10. CAO REPORT AND ACTION LIST
11. FINANCIAL REPORTS.
 - a) For the 3 months ended March 31, 2022 and cheque log January 1 to March 31, 2022
12. CORRESPONDENCE
 - a)
 - b)
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 January 15, 2022 Regular Meeting

Meeting Date: April 23, 2022

Background/Discussion/Options

Minutes of the January 15, 2022 regular council Meeting are attached, for approval.

Recommendation/RFD/Comments

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

-Carried-

SUMMER VILLAGE OF HORSESHOE BAY

Minutes of Regular Meeting
Saturday, January 15, 2022
Held by ZOOM electronic meeting at
Email: svhorseshoebay@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 1:15 p.m.
2. **ACCEPTANCE OF AGENDA**
Res. No. 22-01-15-001 MOVED BY Deputy Mayor Dave Amyotte that the agenda be adopted as amended to include agenda item 8.i) Joint Municipality Meeting.
-Carried-
3. **APPROVAL OF MINUTES**
Res. No. 22-01-15-002 MOVED BY Deputy Mayor Dave Amyotte that the minutes of the December 7, 2021, special council 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**
 - a) **Bylaw 134/2022 Temporary Borrowing Bylaw**
Res. No. 22-01-15-003a MOVED BY Mayor Gary Burns that Bylaw 134/2022 to Authorize the Temporary Borrowing of Funds be given first reading.
-Carried-
 - Res. No. 22-01-15-003b* MOVED BY Deputy Mayor Dave Amyotte that Bylaw 134/2022 be given second reading.
-Carried-
 - Res. No. 22-01-15-003c* MOVED BY Mayor Gary Burns that Bylaw 134/2022 be presented at this meeting for 3rd and final reading.
-Carried Unanimously-
 - Res. No. 22-01-15-003d* MOVED BY Marg Laberge that Bylaw 134/2022 to Authorize the Temporary Borrowing of Funds be given third and final reading.
-Carried-

b) **Bylaw 135/2022 To Establish Offices and Other Related Matters**

Res. No. 22-01-15-004a MOVED BY Mayor Gary Burns that Bylaw 135/2022 to Establish Offices and Other Related Matters be given first reading.

-Carried-

Res. No. 22-01-15-004b MOVED BY Marg Laberge that Bylaw 135/2022 be given second reading.

-Carried-

Res. No. 22-01-15-004c MOVED BY Deputy Mayor Dave Amyotte that Bylaw 135/2022 be presented at this meeting for 3rd and final reading.

-Carried Unanimously-

Res. No. 22-01-15-004d MOVED BY Mayor Gary Burns that Bylaw 135/2022 to Establish Offices and Other Related Matters, be given third and final reading.

-Carried-

7. **OLD BUSINESS**

a) **STEP Ec Dev Alliance Grant Applications**

Res. No. 22-01-15-005 MOVED BY Deputy Mayor Dave Amyotte that council accept STEP Ec Dev report for discussion and information.

-Carried-

8. **NEW BUSINESS**

a) **Fire Protection Agreement for Approval**

Res. No. 22-01-15-006 MOVED BY Mayor Gary Burns that Council approve the renewal of the Fire Protection Agreement with the County of St. Paul #19, for a four (4) year term commencing on the first day of January 1, 2022 and continuing until December 31, 2025.

-Carried-

b) **Appointment of AEA Authorized User**

Res. No. 22-01-15-007 MOVED BY Marg Laberge that Council appoint Norman Briscoe as the Alberta Emergency Alert (AEA) Authorized User for the Summer Village of Horseshoe Bay and to authorize him to complete the required training.

-Carried-

c) **School Board Elections**

Res. No. 22-01-15-008 MOVED BY Deputy Mayor Dave Amyotte that council direct administration to clarify voting for school boards by summer village residents before the next municipal election.

-Carried-

d) **Bill 73 Infrastructure Accountability Act**

Res. No. 22-01-15-009

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

-Carried-

e) **Elected Officials Training: Planning 101 Webinar**

Res. No. 22-01-15-010

MOVED BY Mayor Gary Burns that council approve councilors attendance at the Planning 101 seminar on January 18, 2022, via ZOOM.

-Carried-

f) **Lakeland Cross-Country Ski Club**

Res. No. 22-01-15-011

MOVED BY Marg Laberge that council authorize administration to provide support for the Lakeland Cross-Country Club by providing our residents with information about the club and advising residents to stay off the trail with quads or snowmobiles.

-Carried-

g) **“Go East of Edmonton” Membership**

Res. No. 22-01-15-012

MOVED BY Deputy Mayor Dave Amyotte that council table a decision on “Go East of Edmonton” membership pending more information from STEP.

-Carried-

h) **ARB and SDAB Training**

Res. No. 22-01-15-013a

MOVED BY Marg Laberge that council authorize the refresher training for the Summer Village **Assessment Review Board (ARB)** member, Gary Burns, and clerk, Norman Briscoe, in 2022, as required by Alberta legislation.

-Carried-

Res. No. 22-01-15-013b

MOVED BY Mayor Gary Burns that council authorize the refresher training for the Summer Village **Subdivision and Development Appeal Board (SDAB)** member, Wayne Overbo, in 2022, as required by Alberta legislation.

-Carried-

i) **Joint Municipality Meeting**

Res. No. 22-01-15-014

MOVED BY Deputy Mayor Dave Amyotte that council agree to participate in a joint municipality meeting.

-Carried-

9. COUNCIL REPORTS

Res. No. 22-01-15-015

MOVED BY Mayor Gary Burns that the council reports be accepted for discussion and information.

-Carried-

10. CAO REPORT AND ACTION LIST

Res. No. 22-01-15-016

MOVED BY Mayor Gary Burns that the CAO Report and Action list be approved as presented, with a request for more information in order to prioritize capital projects at April council meeting.

-Carried-

11. FINANCIAL REPORTS

Res. No. 22-01-15-017a

MOVED BY Deputy Mayor Dave Amyotte that the December 31, 2021 unaudited financial report, showing a surplus of \$4,721, be accepted as presented.

-Carried-

Res. No. 22-01-15-017b

MOVED BY Marg Laberge that the cheques issued in October 1, 2021 to December 31, 2021, including cheque numbers 2543 to 2572 in the amount of \$72,016.16 be accepted as presented.

-Carried-

12. CORRESPONDENCE

a) 2017 ACP Grant Update

Res. No. 22-01-15-018a

MOVED BY Deputy Mayor Dave Amyotte that council approve the remaining \$2,000 from the 2019 IDP Grant be used to have ISL print IDP maps for the region.

-Carried-

Council Meeting to Include Public Hearing for Land Use Bylaw

Res. No. 22-01-15-018b

MOVED BY Mayor Gary Burns that council instruct administration to schedule a council meeting in the Spring or Summer of 2022, with a Public Hearing on the agenda, for the second and third readings of the 2020 amended Land Use Bylaw, to be an in-person meeting if allowed by Covid-19 restrictions or via ZOOM if Covid restrictions are still in place. Date and time to be determined.

-Carried-

b) STEP Response to ECTF

Res. No. 22-01-15-019

MOVED BY Mayor Gary Burns that council accept the STEP response to the Economic Corridor Task Force (ECTF), as information.

-Carried-

13. NEXT MEETING

Res. No. 22-01-15-020

MOVED BY Deputy Mayor Dave Amyotte to set the next regular Council meeting on April 23, 2022 at 1:00 pm, to be a ZOOM electronic meeting.

-Carried-

14. ADJOURNMENT

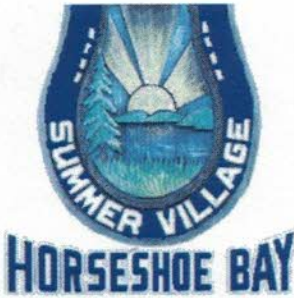
Being that the agenda matters have been concluded the meeting adjourned at 3:08 p.m.

Mayor

April 23, 2022

Date

Chief Administrative Officer



Summer Village of Horseshoe Bay

P.O. Box 1778
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Phone: (780)645-4677
Email: svhorseshoebay@gmail.com
Website: www.svhorseshoebay.com

Agenda Item Summary Report

Agenda Item 5.a) DELEGATION: JMD Group – 2021 Audited Financial Statements

Meeting Date: April 23, 2022

Background/Discussion/Options

As per the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, Section 602, audited financial statements must be prepared and submitted to the Minister by May 1 of the year following the year for which the statements have been prepared. JMD Group was appointed as the Village auditors at the Organizational meeting in July, 2021.

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

Attachments:

- Consolidated Financial Statements for the Year Ended December 31, 2021.
- Auditors Letter to Council
- Auditors Management Letter

Recommendation/RFD/Comments

MOVED BY Gary Burns that Council approve the 2021 Audited Financial Statements as presented by Richard Jean, CPA, JMD Group.

-Carried-

5.a)

**SUMMER VILLAGE OF HORSESHOE BAY
CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2021**

MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

Management of the Summer Village of Horseshoe Bay is responsible for the preparation, accuracy, objectivity and integrity of the accompanying consolidated financial statements and all other information contained within this financial report. Management believes that the consolidated financial statements present fairly the municipality's financial position as at December 31, 2021 and the results of its operations for the year then ended.

The consolidated financial statements have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards (PSAS).

The consolidated financial statements include certain amounts based on estimates and judgements. Such amounts have been determined on a reasonable basis in order to ensure that the consolidated financial statements are presented fairly in all material respects.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, management has designed and maintains a system of internal controls to produce reliable information and to meet reporting requirements on a timely basis. The system is designed to provide management with reasonable assurance that transactions are properly authorized and assets are properly accounted for and safeguarded.

These systems are monitored and evaluated by management and reliable financial information is available for preparation of the consolidated financial statements.

The Council carries out its responsibilities for review of the consolidated financial statements principally through its oversight procedures. Council meets regularly with management and external auditors to discuss the results of audit examination and financial reporting matters.

The external auditors have full access to the council with and without the presence of management. The council has approved the consolidated financial statements.

The consolidated financial statements have been audited by JMD Group LLP, Chartered Professional Accountants, independent external auditors appointed by the council. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Village's consolidated financial statements.

Chief Administrative Officer

April 23, 2022



INDEPENDENT AUDITOR'S REPORT

To the Members of Council:

Opinion

We have audited the consolidated financial statements of Summer Village of Horseshoe Bay (the municipality), which comprise the consolidated statement of financial position as at December 31, 2021, and the consolidated statements of operations, changes in net financial assets and cash flows and schedules 1 to 6 for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the municipality as at December 31, 2021, and the consolidated results of its operations and consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.(PSAS)

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Consolidated Financial Statements* section of our report. We are independent of the municipality in accordance with ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with PSAS, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the municipality's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the municipality or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the municipality's financial reporting process.

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the municipality's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the municipality's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the municipality to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

St Paul, Alberta
April 23, 2022

JMO Group LLP

Chartered Professional Accountants

**SUMMER VILLAGE OF HORSESHOE BAY
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2021**

	2021	2020
Assets		
Cash (Note 2)	\$ 356,008	\$ 463,840
Receivable from other governments	333,254	271,154
Taxes and grants in place of taxes receivable (Note 3)	107	1,248
Long term investments (Note 4)	1,106	1,078
	<u>690,475</u>	<u>737,320</u>
Liabilities		
Accounts payable and accrued liabilities	16,736	20,291
Due to other governments	5,086	4,457
Deferred revenue (Note 5)	398,298	447,245
	<u>420,120</u>	<u>471,993</u>
Net financial assets	<u>270,355</u>	<u>265,327</u>
Non-financial assets		
Tangible capital assets (Note 7)	887,882	942,143
Prepaid expenses	1,559	1,209
	<u>889,441</u>	<u>943,352</u>
Accumulated surplus	<u>\$ 1,159,796</u>	<u>\$ 1,208,678</u>

APPROVED ON BEHALF OF THE SUMMER VILLAGE OF HORSESHOE BAY:

Mayor

Administrator

**SUMMER VILLAGE OF HORSESHOE BAY
CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE YEAR ENDED DECEMBER 31, 2021**

	Budget (unaudited)	2021	2020
REVENUES			
Net municipal taxes <i>(Schedule 3)</i>	\$ 80,637	\$ 80,637	\$ 74,902
Sales and user fees	730	570	351
Government transfers for operating <i>(Schedule 4)</i>	182,733	107,115	89,114
Investment income	1,200	1,319	2,003
Penalties and costs of taxes	500	374	267
Licenses and permits	200	350	200
Other	2,000	86	183
	268,000	190,451	167,020
EXPENSES			
Legislative	15,000	10,508	5,495
Administration	38,000	37,171	35,619
Protective services	14,000	13,565	6,538
Roads, streets, walks, lighting	255,000	203,418	132,599
Waste management	14,000	13,251	13,031
Planning and development	1,000	42	-
Parks and recreation	32,000	29,114	21,690
	369,000	307,069	214,972
Deficiency of revenues over expenses - before other	(101,000)	(116,618)	(47,952)
Other			
Government transfers for capital <i>(Schedule 4)</i>	355,000	67,736	33,815
Excess (deficiency) of revenues over expenses	254,000	(48,882)	(14,137)
Accumulated surplus, beginning of year	1,208,678	1,208,678	1,222,815
Accumulated surplus, end of year	\$ 1,462,678	\$ 1,159,796	\$ 1,208,678

SUMMER VILLAGE OF HORSESHOE BAY
CONSOLIDATED STATEMENT OF CHANGES IN NET FINANCIAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2021

	Budget (unaudited)	2021	2020
Excess (deficiency) of revenues over expenses	\$ 254,000	\$ (48,882)	\$ (14,137)
Acquisition of tangible capital assets	(318,000)	-	(47,851)
Amortization of tangible capital assets	54,261	54,261	53,857
	(263,739)	54,261	6,006
Use (acquisition) of prepaid expenses	-	(350)	142
	(263,739)	53,911	6,148
Increase (decrease) in net financial assets	(9,739)	5,029	(7,989)
Net financial assets - beginning of year	265,326	265,326	273,315
Net financial assets - end of year	\$ 255,587	\$ 270,355	\$ 265,326

**SUMMER VILLAGE OF HORSESHOE BAY
CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2021**

	2021	2020
Net inflow (outflow) of cash related to the following activities:		
Operating		
Excess (deficiency) of revenues over expenses	\$ (48,882)	\$ (14,137)
Item not affecting cash:		
Amortization of tangible capital assets	<u>54,261</u>	<u>53,857</u>
	<u>5,379</u>	<u>39,720</u>
Decrease (increase) in:		
Taxes and grants in place of taxes receivable	1,141	23
Receivable from other governments	(62,100)	(45,725)
Under-levy receivable	-	250
Prepaid expenses	(350)	142
Increase (decrease) in:		
Accounts payable and accrued liabilities	(3,556)	(12,870)
Due to other governments	629	2,734
Deferred revenue	<u>(48,947)</u>	<u>184,315</u>
	<u>(113,183)</u>	<u>128,869</u>
	<u>(107,804)</u>	<u>168,589</u>
Capital		
Purchase of tangible capital assets	<u>-</u>	<u>(47,851)</u>
Investing		
Decrease (increase) in long term investments	(28)	(32)
Decrease (increase) in restricted cash	<u>107,966</u>	<u>(131,033)</u>
	<u>107,938</u>	<u>(131,065)</u>
	134	(10,327)
Change in cash during the year	<u>283,870</u>	<u>294,197</u>
Cash - beginning of year		
	<u>\$ 284,004</u>	<u>\$ 283,870</u>
Cash - end of year		
Cash is made up of:		
Cash (Note 2)	\$ 356,008	\$ 463,840
Less restricted portion	<u>(72,004)</u>	<u>(179,970)</u>
	<u>\$ 284,004</u>	<u>\$ 283,870</u>

SUMMER VILLAGE OF HORSESHOE BAY
SCHEDULE 1 - CHANGES IN ACCUMULATED SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2021

	Unrestricted Surplus	Equity in Tangible Capital Assets	2021	2020
Balance, beginning of year	\$ 266,535	\$ 942,143	\$ 1,208,678	\$ 1,222,815
Excess (deficiency) of revenues over expenses	(48,882)	-	(48,882)	(14,137)
Purchase of tangible capital assets	-	-	-	-
Annual amortization expense	54,261	(54,261)	-	-
Change in accumulated surplus	5,379	(54,261)	(48,882)	(14,137)
Balance, end of year	\$ 271,914	\$ 887,882	\$ 1,159,796	\$ 1,208,678

**SUMMER VILLAGE OF HORSESHOE BAY
SCHEDULE 2 - TANGIBLE CAPITAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2021**

	Land	Land Improvements	Buildings	Engineered Structures	2021	2020
Cost						
Balance beginning of year	\$ 175,269	\$ 80,222	\$ 103,578	\$ 1,384,051	\$ 1,743,120	\$ 1,695,269
Acquisition of tangible capital assets	-	-	-	-	-	47,851
Balance, end of year	175,269	80,222	103,578	1,384,051	1,743,120	1,743,120
Accumulated amortization						
Balance, beginning of year	-	37,309	34,607	729,061	800,977	747,120
Annual amortization	-	2,463	2,341	49,457	54,261	53,857
Balance, end of year	-	39,772	36,948	778,518	855,238	800,977
Net book value of tangible capital assets	\$ 175,269	\$ 40,450	\$ 66,630	\$ 605,533	\$ 887,882	\$ 942,143
2020 Net book value of tangible capital assets	\$ 175,269	\$ 42,913	\$ 68,971	\$ 654,990	\$ 942,143	

**SUMMER VILLAGE OF HORSESHOE BAY
SCHEDULE 3 - PROPERTY TAXES LEVIED
FOR THE YEAR ENDED DECEMBER 31, 2021**

	Budget (unaudited)	2021 Actual	2020 Actual
Taxation			
Residential land and improvement	\$ 122,498	\$ 122,498	\$ 114,711
Commercial property	2,005	2,005	1,871
	<u>124,503</u>	<u>124,503</u>	<u>116,582</u>
Requisitions			
Alberta School Foundation	43,866	43,866	41,680
Net taxes for general municipal purposes	<u>\$ 80,637</u>	<u>\$ 80,637</u>	<u>\$ 74,902</u>

SCHEDULE 4 - GOVERNMENT TRANSFERS

	Budget (unaudited)	2021 Actual	2020 Actual
Transfers for operating			
Provincial government	\$ 182,733	\$ 107,115	\$ 89,114
Transfers for capital			
Provincial government	355,000	67,736	33,815
Total government transfers	<u>\$ 537,733</u>	<u>\$ 174,851</u>	<u>\$ 122,929</u>

SUMMER VILLAGE OF HORSESHOE BAY
SCHEDULE 5 - CONSOLIDATED EXPENSES BY OBJECT
FOR THE YEAR ENDED DECEMBER 31, 2021

	Budget (unaudited)	2021 Actual	2020 Actual
Expenses			
Salaries, wages and benefits	\$ 11,500	\$ 9,000	\$ 4,800
Contracted and general services	257,686	202,278	124,227
Purchases from other governments	22,659	19,390	20,470
Material, goods, supplies and utilities	11,856	11,198	7,437
Transfers to other governments	11,038	10,942	4,181
Amortization of tangible capital assets	54,261	54,261	53,857
Total expenses	\$ 369,000	\$ 307,069	\$ 214,972

**SUMMER VILLAGE OF HORSESHOE BAY
SCHEDULE 6 - SEGMENTED DISCLOSURE
FOR THE YEAR ENDED DECEMBER 31, 2021**

	General Government	Protective Services	Transportation Services	Planning and Development	Recreation and Culture	Environmental Services	Total
Revenues							
Net municipal taxes	\$ 80,637	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,637
Government transfers	9,871	9,215	149,446	-	6,319	-	174,851
User fees and sales of goods	450	-	-	-	120	-	570
Investment income	1,319	-	-	-	-	-	1,319
Other revenue	374	-	-	350	86	-	810
	92,651	9,215	149,446	350	6,525	-	258,187
Expenses							
Contracted and general services	35,845	5,179	151,994	42	16,076	12,532	221,668
Salaries and wages	9,000	-	-	-	-	-	9,000
Good and supplies	2,834	-	1,968	-	6,396	-	11,198
Transfers to other governments	-	8,385	-	-	2,557	-	10,942
	47,679	13,564	153,962	42	25,029	12,532	252,808
Net revenue before amortization	44,972	(4,349)	(4,516)	308	(18,504)	(12,532)	5,379
Amortization expense	-	-	(49,457)	-	(4,085)	(719)	(54,261)
Net revenues	\$ 44,972	\$ (4,349)	\$ (53,973)	\$ 308	\$ (22,589)	\$ (13,251)	\$ (48,882)

SUMMER VILLAGE OF HORSESHOE BAY
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2021

1. Significant Accounting Policies

The consolidated financial statements of the Summer Village of Horseshoe Bay are the representations of management prepared in accordance with Canadian generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Canadian Institute of Chartered Professional Accountants. Significant aspects of the accounting policies adopted by the summer village are as follows:

Reporting Entity

The consolidated financial statements reflect the assets, liabilities, revenues and expenses, and change in financial position of the reporting entity. This entity is comprised of the municipal operations plus all of the organizations that are owned or controlled by the summer village and are, therefore, accountable to the summer village Council for the administration of their financial affairs and resources.

The schedule of taxes levied also includes requisitions for education that are not part of the municipal reporting entity.

The statements exclude trust assets that are administered for the benefit of external parties. Interdepartmental and organizational transactions and balances are eliminated.

Basis of Accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed, or the tangible capital assets are acquired.

Measurement Uncertainty

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the period. Such estimates include allowance for uncollectable receivables and providing for amortization of tangible capital assets. Actual results could differ from those estimates. These estimates are reviewed periodically and, as adjustments become necessary, they are reported in operations in the period in which they become known.

Cash

Cash is defined as cash in bank accounts adjusted for outstanding items.

Investments

Investments are recorded at amortized cost. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

(continues)

SUMMER VILLAGE OF HORSESHOE BAY
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2021

1. Significant Accounting Policies *(continued)*

Tax Revenue

Tax revenues are recognized when the tax has been authorized by bylaw and the taxable event has occurred. Requisitions operate as a flow through and are excluded from municipal revenue.

Requisition Over-levy and Under-levy

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

Government Transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

Contaminated Sites Liability

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability, if any, is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when a site is not in productive use and is management's estimate of the cost of post-remediation including operation, maintenance and monitoring.

Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the consolidated Change in Net Financial Assets for the year.

(continues)

SUMMER VILLAGE OF HORSESHOE BAY
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2021

1. Significant Accounting Policies (continued)

(a) Tangible Capital Assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The costs, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

	Years
Buildings	25 - 50
Engineered structures	
Roadway system	10 - 40
Bridge	55
Machinery and equipment	10
Land improvements	15 - 25

One-half of the annual amortization is charged in the year of acquisition. Assets under construction are not amortized until the asset is available for productive use.

(b) Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue

(c) Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risk incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

2. Cash

	2021	2020
Credit Union chequing	\$ 6,031	\$ 995
Credit Union savings	349,977	462,845
	\$ 356,008	\$ 463,840

Included in cash is a restricted amount of \$66,960 (2020 - \$179,970) comprised of deferred revenue received and not yet expended (see note 5).

3. Taxes and Grants in Place of Taxes Receivable

	2021	2020
Taxes receivable		
Current	\$ 107	\$ 590
Arrears	-	658
	\$ 107	\$ 1,248

SUMMER VILLAGE OF HORSESHOE BAY
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2021

4. Long-Term Investments

	2021	2020
Servus Credit Union shares	\$ 1,106	\$ 1,078

5. Deferred Revenue

	2021	2020
Municipal sustainability initiative - capital	\$ 249,643	\$ 230,171
Municipal sustainability initiative - MOST	-	4,522
MSP grant	9,005	-
ACP - Inter-municipal Collaboration	79,607	171,939
Gas tax fund	54,999	36,451
Recreation fund	5,044	4,162
	\$ 398,298	\$ 447,245

Funding in the amount of \$72,004 was received and funding in the amount of \$326,294 was allocated (in receivables from other governments) to the municipality in the current and previous years from various provincial government programs. The use of these funds is restricted to eligible operating and capital projects as approved under the funding agreements. Funds received and unexpended are supported by restricted cash.

6. Debt Limits

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 255/00 for the Summer Village of Horseshoe Bay be disclosed as follows:

	2021	2020
Total debt limit	\$ 154,112	\$ 138,891
Total debt	-	-
Amount of debt limit unused	154,112	138,891
Debt servicing limit	25,685	23,148
Debt servicing	-	-
Amount of debt servicing limit unused	25,685	23,148

The debt limit is calculated at 1.5 times revenue of the municipality (as defined in Alberta Regulation 255/00) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the municipality. Rather, the financial statements must be interpreted as a whole.

SUMMER VILLAGE OF HORSESHOE BAY
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2021

7. Equity in Tangible Capital Assets

	2021	2020
Tangible capital assets <i>(Schedule 2)</i>	\$ 1,743,120	\$ 1,743,120
Accumulated amortization <i>(Schedule 2)</i>	(855,238)	(800,977)
	\$ 887,882	\$ 942,143

8. Accumulated Surplus

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	2021	2020
Unrestricted surplus	\$ 271,914	\$ 266,535
Equity in tangible capital assets <i>(Note 7)</i>	887,882	942,143
	\$ 1,159,796	\$ 1,208,678

9. Segmented Disclosure

The Summer Village of Horseshoe Bay provides a range of services to its ratepayers. For each segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in note 1.

Refer to Schedule of Segmented Disclosure (Schedule 6).

10. Salary and Benefits Disclosure

Disclosure of salaries and benefits for municipal officials and the chief administrative officer as required by Alberta Regulation 313/2000 is as follows:

	Salary (1)	Benefits & Allowances (2)	2021	2020
Mayor - Burns	\$ 3,000	\$ 200	\$ 3,200	\$ 1,175
Deputy mayor - Amyotte	3,900	30	3,930	2,650
Councillor - Gushaty	900	-	900	1,200
Councillor - Laberge	1,200	-	1,200	-
	\$ 9,000	\$ 230	\$ 9,230	\$ 5,025
CAO - Contract position	\$ 20,484	\$ -	\$ 20,484	\$ 18,984
Assessor - Contract position	\$ 5,300	\$ -	\$ 5,300	\$ 5,150

(1) Salary includes regular base pay, bonuses, overtime, lump sum payments, gross honoraria and any other direct cash remuneration.

(2) Benefits and allowances include travel reimbursements.

SUMMER VILLAGE OF HORSESHOE BAY
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2021

11. Operating Loan

The Summer Village of Horseshoe Bay has a prime plus 1% authorized operating line with a \$30,000 limit with Servus Credit Union. No balance was outstanding at December 31, 2021. The operating loan is issued on the credit and security of the summer village at large.

12. Contingencies

The Summer Village of Horseshoe Bay has delegated their powers and duties under the Emergency Management Act to the County of St. Paul No. 19 under an Emergency Management Agreement, with an unspecified term. The Summer Village of Horseshoe Bay is responsible to pay all unrecoverable costs incurred by the County in implementing an Emergency Response within the boundaries of the Summer Village of Horseshoe Bay. Any liability incurred would be accounted for as a current transaction in the year an emergency response occurs.

The Summer Village is a member of the Alberta Municipal Insurance Exchange (MUNIX). Under the terms of the membership, the Summer Village could become liable for its proportionate share of any claim losses in excess of the funds held by the exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.

13. Commitments

Effective January 1, 2020 under the terms of a cost sharing agreement with the County of St. Paul No. 19, Town of St. Paul, and Town of Elk Point, the summer village contributes to the Regional Recreation Class A facilities operating expenses. The annual contribution by the Summer Village for 2021 was \$2,557.

The Summer Village has entered into an agreement with a third party to provide assessment services until 2025.

The Summer Village has entered into a Fire Protection agreement with a local municipality until 2025.

14. Financial Instruments

The summer village's financial instruments consist of cash, receivables, long-term investment, accounts payable and accrued liabilities and deferred revenue. It is management's opinion that the summer village is not exposed to significant interest or currency risks arising from these financial instruments.

The summer village is subject to credit risk with respect to taxes and grants in place of taxes receivable. Credit risk arises from the possibility that taxpayers may experience financial difficulty and be unable to fulfill their obligations. The number and diversity of taxpayers minimizes the credit risk.

Unless otherwise noted, the carrying value of the financial instruments approximates fair value.

15. Contaminated Sites Liability

The summer village has adopted PS3260 Liability for Contaminated Sites. The summer village did not identify any financial liabilities in 2021 (2020 – \$Nil) as a result of this standard.

16. Approval of Financial Statements

Council and Management have approved these financial statements.

SUMMER VILLAGE OF HORSESHOE BAY
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2021

17. Budget Amounts

Budget amounts are included for information purposes only and are not audited.

18. Recent Accounting Pronouncements Published But Not Yet Adopted

PSAS Section 1000, Financial Statement Concepts

The amendments are effective beginning on or after April 1, 2023. This standard has been amended to allow for recognition of intangibles.

PSAS Section 1201, Financial Statement Presentation

Revised standard is effective beginning on or after April 1, 2023, when sections PS2601 and PS3450 are adopted.

PSAS Section 2601, Foreign Currency Translation

PS2601 establishes standards on how to account for and report transactions that are denominated in foreign currency in government financial statements. It applies to years beginning on or after April 1, 2022.

PSAS Section 3041, Portfolio Investments

This standard addresses the distinction between temporary and portfolio investments. The standard is effective beginning on or after April 1, 2022, when sections PS1201, PS2601 and PS3450 are adopted

PSAS Section 3160, Public Private Partnerships

This standard establishes standards on how to account for public private partnership arrangements. It applies in years beginning on or after April 1, 2023.

PSAS Section 3280, Asset Retirement Obligations

This standard is intended to provide guidance on accounting for asset retirement obligations and will apply in years beginning on or after April 1, 2021

PSAS Section 3400, Revenue

This standard will provide greater clarity on the difference between exchange and non-exchange transactions. It applies in years beginning on or after April 1, 2023.

PSAS Section 3450, Financial Instruments

This standard establishes recognition, measurement and disclosure requirements for derivative and non-derivative financial instruments. It applies to years beginning on or after April 1, 2022

19. Continuing Economic Event

In March 2020, the World Health Organization declared a global pandemic due to the novel coronavirus (COVID-19). The situation is constantly evolving, and the measures put in place are having multiple impacts on local, provincial, national and global economies.

Management is uncertain of the effects of these changes on its financial statements as there is uncertainty about the length and potential impact of the disturbance. As a result, we are unable to estimate the potential impact on the Summer Village's operations as at the date of these financial statements.



Summer Village of Horseshoe Bay

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Website: www.svhorseshoebay.com

Agenda Item Summary Report

Agenda Item 7.a) 2022 Budgets and Tax Rates

Meeting Date: April 23, 2022

Background

Attached are the following:

Page 1 & 2: Operating Budget Summary

Page 3 & 4: Operating Budget Detail

Page 5: Capital Budget

Recommendation/RFD/Comments

The Budget Summary must be included in the motion to approve the Budget, as follows:

MOVED BY Larry Burns that council approve the 2022 Municipal Operating & Capital Budgets as per Sections 242(1) & 245 of the MGA, as follows:

Revenue

Total Property Revenue	\$ 130,287
Less: Requisitions	<u>44,212</u>
Net Municipal Property Taxes	86,075
Other Revenue	5,714
Government Transfers for Grants, Op & Capital	<u>858,802</u>
Total Revenue	950,591

Expenses

Operating Expenses	<u>346,000</u>
Revenue over Expenses before Capital Expenditures	604,591
Tangible Capital Additions	<u>-801,000</u>
Deficiency of Revenues over Expenses, before non-cash items	-196,409
Adjustment for non-cash items:	
Amortization	54,261
Transfer from Unrestricted Surplus	<u>142,148</u>

Financial Plan Balance

\$ 0

-Carried ✓

7.a)

Summer Village of Horseshoe Bay
Mill Rate Budget for Discussion Purposes Only
 Budget For the year ended December 31, 2022

	Actual 2021	2022 Tax Rate Alternatives							
		2022 Increase to Mill Rate &/or Minimum tax payable per lot over 2021 Actual 1st column							
Mill Rate Increase	0.2000	0.0000	0.1000	0.2000	0.2000	0.2500	0.2200	0.3000	0.3500
Mill rate	3.7000	3.7000	3.8000	3.9000	3.9000	3.9500	3.9200	4.0000	4.0500
Min Tax Increase	40	\$0	\$10	\$20	\$35	\$25	\$35	\$30	\$35
Min Tax amount pp	\$450	\$450	\$460	\$470	\$485	\$475	\$485	\$480	\$485
REVENUE Comparisons									
Residential Property Tax	\$ 103,778	\$ 103,820	\$ 105,449	\$ 107,078	\$ 107,078	\$ 107,893	\$ 107,404	\$ 108,707	109,522
Minimum Tax Payable	19,437	19,567	19,894	20,222	20,386	20,386	21,507	20,715	21,000
Total Municipal Res Prop Tax Rev	123,215	123,387	125,343	127,300	127,464	128,279	128,911	129,422	130,522
Non-Res Linear Property	1,288	1,337	1,355	1,372	1,372	1,381	1,376	1,390	1,399
Total Property Taxes & GIP	124,503	124,724	126,698	128,672	128,836	129,660	130,287	130,812	131,921
Educ Requisition transfers	43,866	44,212	44,212	44,212	44,212	44,212	44,212	44,212	44,212
DIP Requisition	-	-	-	-	-	-	-	-	-
Total Net Tax Revenue	80,637	80,512	82,486	84,460	84,624	85,448	86,075	86,600	87,709
Other Revenue									
User Fees/sales (Tax Certs, rent, etc.)	570	600	600	600	600	600	600	600	600
Investment income	1,319	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200
Penalties & Costs on Taxes	374	500	500	500	500	500	500	500	500
Permits (Development)	350	400	400	400	400	400	400	400	400
Miscellaneous/Other Revenue	-	14	14	14	14	14	14	14	14
Recreation Revenue	86	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Total Other Revenue	2,699	5,714	5,714	5,714	5,714	5,714	5,714	5,714	5,714
Gov't Transfers for Op grants	14,733	6,211	6,211	6,211	6,211	6,211	6,211	6,211	6,211
Gov't transfers for ACP grants	92,382	178,000	178,000	178,000	178,000	178,000	178,000	178,000	178,000
Total Operating Grant Funding	107,115	184,211	184,211	184,211	184,211	184,211	184,211	184,211	184,211
TOTAL REVENUE	190,451	270,437	272,411	274,385	274,549	275,373	276,000	276,525	277,634
EXPENSE									
Total Council	10,508	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000
Total Gen & Admin Expense	37,172	38,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000
Total Roads & Bridge	203,418	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000
Total Fire & Prev Services	13,565	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000
Total Waste Management	13,251	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000
Planning, Develop't & Ec Dev	42	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Total Parks & Recreation	29,113	28,000	28,000	28,000	28,000	28,000	28,000	28,000	28,000
TOTAL OPERATING EXP	307,069	346,000	346,000	346,000	346,000	346,000	346,000	346,000	346,000
Net Surplus (Deficit)	-116,618	-75,563	-73,589	-71,615	-71,451	-70,627	-70,000	-69,475	-68,368
Gov't transfers for capital grants	67,736	674,591	674,591	674,591	674,591	674,591	674,591	674,591	674,591
Excess/Deficit Rev over Exp	-48,882	599,028	601,002	602,976	603,140	603,964	604,591	605,116	606,225
Tangible Capital Assets Exp	0	-801,000	-801,000	-801,000	-801,000	-801,000	-801,000	-801,000	-801,000
Def. of Rev over Exp after Amort	-48,882	-201,972	-199,998	-198,024	-197,860	-197,036	-196,409	-195,884	-194,775
Amortization	54,261	54,261	54,261	54,261	54,261	54,261	54,261	54,261	54,261
Trans frm Unrest. Surplus Op	0	0	0	0	0	0	0	0	0
Trans frm Unrest. Surplu Cap	0	138,409	138,409	138,409	138,409	138,409	138,409	138,409	138,409
FINANCIAL PLAN Balance	\$ 5,379	-\$ 9,302	-\$ 7,328	-\$ 5,354	-\$ 5,190	-\$ 4,263	\$0	-3,214	-2,105

Financial Plan shows budgeted addition to cash or use of cash from accumulated surplus
 Col 7 in Yellow is figures used in draft budget

SUMMER VILLAGE OF HORSESHOE BAY

2022 BUDGET WORK SHEET

Updated Apr,21, 2022

Assessment				2021	2022												
Residential	-0.4617%	increase in residential assessment		\$16,366,160	\$16,290,600												
Non Residential	0.2200	increase in Mun tax rate for 2021		171,080	177,300												
	\$35	increase min tax for 2021 to		\$485	\$16,467,900												
<table border="0" style="width: 100%;"> <tr> <td></td> <td></td> <td style="text-align: center;">ASFF</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td style="text-align: center;">Municipal</td> <td style="text-align: center;">Education</td> <td style="text-align: center;">DIP Tax</td> <td style="text-align: center;">Total Mill Rate</td> </tr> </table>								ASFF						Municipal	Education	DIP Tax	Total Mill Rate
		ASFF															
		Municipal	Education	DIP Tax	Total Mill Rate												
Mill Rate:	Residential	3.9200	2.6730		6.3410												
	Non Residential	3.9200	3.7632	0.0766	7.5293												
					7.7598												
<table border="0" style="width: 100%;"> <tr> <td></td> <td></td> <td style="text-align: center;">2021</td> <td style="text-align: center;">2022</td> <td></td> <td></td> </tr> </table>								2021	2022								
		2021	2022														
Total Taxes:	Residential			\$ 103,778	\$ 107,404												
	Non Residential (includes DIP levy)		\$13.10	\$13.58	1,288												
				105,066	108,780												
	Minimum Tax adjustment for Residential & Non-Residential			19,437	21,507												
	Total Municipal Prop. Tax		Total increase	4.65%	124,503												
					130,287												
<table border="0" style="width: 100%;"> <tr> <td></td> <td></td> <td></td> <td></td> <td colspan="2" style="text-align: center;">Actual Ed Tax remitted</td> </tr> </table>										Actual Ed Tax remitted							
				Actual Ed Tax remitted													
Requisitions:	ASFF Residential			43,224	43,545												
	ASFF Non Residential			642	667												
	Total Education Prop. Tax		Total increase	0.79%	43,866												
					44,212												
	DI Property tax requisition	not remitted	\$13.10	13.10	-												
					-												
Net Municipal Property Taxes			Total increase	6.74%	\$ 80,637												
					\$ 86,075												
Summary of Changes																	
	0.2200	2021 municipal mill rate increase															
	\$35	2021 Min. tax increase to		\$485													
	\$346	School tax increased		0.79%													
	\$5,438	Muni. Tax revenue increase		6.74%													
	\$5,784	Total tax revenue increase		4.65%													
FINANCIAL PLAN Balance																	
Surplus (Deficit)		2021 Budget	2021 Actual	2022 Budget													
		\$ -	5,379	3,739	transfer from Unrestricted Surplus												

SUMMER VILLAGE OF HORSESHOE BAY

2022 BUDGET WORK SHEET

Updated Apr,21, 2022

REVENUE	2021 Budget	2021 Actual	2022 Budget	
Taxation Revenue				
Tax Recovery Transfer	\$ -	\$ -	\$ -	
Residential Property Tax	103,778	103,778	107,404	Mun. Rate increase 0.2200
Minimum Tax Residential	18,720	18,720	20,743	Min. Tax increase \$35
Total Residential Property Tax	122,498	122,498	128,147	
Non-Residential - Linear Property	1,288	1,288	1,376	includes \$13 DIP and Total min. tax = \$21,507
Non-Residential min. tax	717	717	764	
Total Non-Residential property tax	2,005	2,005	2,140	
Total Property Taxes	124,503	124,503	130,287	
Less ASFF Education Requisition payments	43,866	43,866	44,212	
DI Property Requisition payment	-	-	-	
Net Municipal Property Taxes	80,637	80,637	86,075	
Other Revenue				
User Fees (Certificate fees ,Hall use, etc..)	400	570	600	
Investment Revenue	1,200	1,319	2,200	
Penalties & Costs on Taxes	500	374	500	
Permits (Development)	200	350	400	
Miscellaneous, other revenue & contingency	330	-	14	
Recreation Revenue	2,000	86	2,000	
Other Revenue	4,630	2,699	5,714	
Revenue before Op. Grants	85,267	83,336	91,789	
Government Transfers for Operating				
Gov't Transfers for MSI OP grant	10,733	14,733	6,211	MSI Op 2022 \$ 6,211
Revenue available for SV Operations	96,000	100,000	98,000	
Gov't Transfers for ACP grants	172,000	92,382	178,000	
Total Grant Funding for Operating	182,733	107,115	184,211	
TOTAL REVENUE	\$ 268,000	\$ 190,451	\$ 276,000	
EXPENSE				
Council				
Council Honorarium	10,800	9,000	9,000	
Council Travel & Subsistence	1,200	230	700	
Council Communications - Wi-Fi	500	475	500	
Council Election & Census expenses	1,000	203	0	
Council Memberships, Registrations & continency	1,500	600	800	
Council	15,000	10,508	11,000	
General & Administrative Expenses				
Administration - Contract	20,100	20,113	18,200	
Admin., Travel & Subsistence	100	0	200	
Advertising & Promotions	200	55	100	
Assessment Services	5,300	5,300	5,440	
Audit & Legal	5,800	5,700	5,900	
Communications - Courier & Postage	900	410	600	
Memberships	1,500	1,386	1,500	
Materials, goods & supplies	2,500	2,819	3,100	1,443
Admin Services & Other Expenses	100	201	1,460	
Registrations	100		100	
WCB	500	373	500	
Website Maintenance	900	815	900	
General & Administrative Expenses	38,000	37,172	38,000	

SUMMER VILLAGE OF HORSESHOE BAY

2022 BUDGET WORK SHEET				Updated	Apr,21, 2022
EXPENSES continued	2021 Budget	2021 Actual	2022 Budget		
Roads, Streets, Walks, Lighting					
Non-routine road maintenance	29,000	55,143	5,000	MSI Cap grant	
Road Maintenance Materials from Non-gov't	343	822	1,943		
Road Maintenance County of St Paul	4,000	2,237	4,500		
Signage	200	1,928	500		
Sub-total before ACP projects & Amort.	33,543	60,130	11,943		
Stormwater Management - drainage	172,000	93,831	84,600	2000 MSI + ACP	\$82,600
Amortization - Roads & bridges	49,457	49,457	49,457		
Roads, Streets, Walks, Lights	255,000	203,418	146,000		
Protective Services & Fire					
Policing Cost Recovery	2,438	2,385	3,248	may increase due to new pop. of 81	
Emergency - E911	300	296	308		308
Other Emergency & Prevention services	256		153		
Fire Expenses - County of St Paul	2,920	2,920	2,920		2,920
Transfer to County St Paul - Mallaig Dept.	6,000	6,000			
Reg. Emergency Management exp.	309	352	314		
Occupational Health & Safety	1,027	862	1,057		
Regional GIS system services - MuniSigth	750	750	1,000		
Fire & Preventive Services	14,000	13,565	9,000		
Waste Management					
Waste Management Non-County	878	31	930		
Waste Management County	12,403	12,501	12,351		
Amortization Waste transfer station	719	719	719		
Waste Management	14,000	13,251	14,000		
Planning and Development					
ISDAB Training & Panels	125		1,040		
IM Economic Development (STEP EDA Commite	875	42	960		
IM Economic Development (Tourism)			98,000		
Planning and Development	1,000	42	100,000		
Parks & Recreation					
Contracted Services - Hall	500	262	500		
Contracted Services - Park grass & equip.	4,000	2,775	4,000		
Contracted Services - non-gov't	7,315	9,943	3,800		
Total Contracted Services - Labour	11,815	12,980	8,300		
Contracted services from County St Paul	2,000	476	500		
SV share of Class A Rec Facilities	2,600	2,557	2,600		
Insurance Rec.Centre, park & recreation	2,600	2,619	3,000		1,540
Materials, Goods & Supplies	2,400	510	2,515		
Utilities (power,heating,water & sewer)	4,500	4,553	5,000		
Small capital purchases & sports equip't	2,000	1,333	2,000		
Amortization P & R	4,085	4,085	4,085		
Parks & Recreation	32,000	29,113	28,000		
TOTAL OPERATING EXPENSE	369,000	307,069	346,000		6,211
Excess (Shortfall) of Revenue					\$ -
over Expenses before Capital	-101,000	-116,618	-70,000		
Government transfers for Capital	355,000	67,736	674,591		
EXCESS of REVENUES over EXPENSES	254,000	-48,882	604,591		
Adj. for cash items, not PSAB Rev. or Exp					
Tangible Capital Assets expenditures	-318,000	0	-801,000		
Deficit before non-cash items	-64,000	-48,882	-196,409		4.65%
Adjustment for non-cash items:					
Amortization of TCA	54,261	54,261	54,261	non-cash expense	
Transfer from Unrestricted Surplus for Operating	4,520	0	3,739	Op deficit	
Transfer from Unrestricted Surplus for Capital	5,219	0	138,409	Cap projects	
FINANCIAL PLAN Balance	\$ -	\$ 5,379	\$ -		

SUMMER VILLAGE OF HORSESHOE BAY

2022 BUDGET WORK SHEET

2022 Capital Budget worksheet

CAPITAL Projects & Budget 2022		Capital Projects	Expenditures Budget	Transfers for Capital	Capital Grants Available for
MSI Capital 2018 MSI Allocation less \$63,724 spent in 2020/21					\$ 20,410
	2019 MSI Allocation				69,430
	2020 MSI Allocation				77,267
	2021 MSI Allocation				82,535
	2022 MSI Allocation				33,469
GoA Est	2023 MSI Allocation	\$ 33,469			33,469
MSI CAP funding available					316,580
GTF	Gas Tax Fund grant 2018	\$ 9,026			
	Gas Tax Fund grant 2019	18,249			
	Gas Tax Fund grant 2020	9,176			
	Gas Tax Fund grant 2021	18,548			
	Gas Tax Fund grant 2022	9,375			
Est	Gas Tax Fund grant 2023	9,375			
	funding available	73,749			73,749
MSP	2021 for Boat Launch extension				9,012
					399,341
AT	Bridge Culvert 75% * \$367,000	\$ 275,250			275,250
Capital Grant funds available					674,591
2022 Capital projects					
Roads	surface treatment all roads	all roads \$ 339,000	\$ 339,000	\$ 220,591	-220,591
Bridge	Replace with culvert WSP est	367,000+20,000	\$ 387,000	367,000	-367,000
	Roads & Bridge Culvert		726,000		
Other	Community Dock	MSP grant \$9,012	70,000	70,000	-70,000
	Stormwater drainage ditches/culverts	Est. \$65k	56,000		
			852,000	796,000	657,591
					17,000
Recreation Centre Rehabilitation & Upgrades					
	Rec Centre Hall rehabilitation/upgrade	\$ 25,000			
	Gazebo betterments	10,000			
	Sports fields equipment	5,000			
	Contingency	5,000	5,000	5,000	5,000
Recreation Centre Rehabilitation & Upgrade project total cost		40,000			
2022 Capital expenditures (TCA) funded from grants			801,000	662,591	
Capital funding available for future projects & over expenditures					12,000
Plus Expense	Non-routine Crack sealing, & Pot hole repair	13,000	5,000		
	Bridge signs, barriers, etc.	5,000			
	Drainage & flood mitigation not capitalized	5,000	5,000		
	Small capital purchases expensed	2,000	2,000		
	Contingency	5,000			
Total	Op Expenses funded from Capital grants	30,000	12,000	12,000	-12,000
Total 2022	Gov't transfers for Capital		813,000	674,591	0
	Uncommitted Capital grant allocations for 2023				\$0
Total 2022 Capital expenditures budgeted			\$ 813,000		
Transfer from unrestricted surplus for Capital				\$ 674,591	
Total Capital revenue & transfers from surplus for 2022				\$ 813,000	
Tangible Capital Assets (TCA) additions					
	Roads	\$ 339,000			
	Bridge Culvert	387,000			
	Drainage Culverts & ditches				
	Community Dock, boat mooring & park	70,000			
	Recreation Centre & park	5,000			
Total 2022 TCA additions		\$ 801,000			



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Agenda Item Summary Report

Agenda Item 7.b & c) AGM, Canada Day & Public Hearing

Meeting Date: April 23, 2022

Background

AHS COVID-19 Restrictions:

As of March 1, 2022 "....**Gathering limits on indoor and outdoor gatherings are rescinded**". AHS recommends using cautionary measures, such as having hand sanitizer available at the door and in washrooms, advising people to stay home if they exhibit covid systems, and recommend people be vaccinated.

We can now hold in-person meetings and social events.

Traditionally, we have held an Annual General Meeting (AGM) at the Rec Center on the Saturday nearest July 1, followed by a Canada Day Celebration in the evening. This year July 1st falls on a Friday.

Also, Council has been holding off finalizing the passing of the Amended Land Use Bylaw 130-2020, until we could have an in-person meeting and public hearing. Bylaw 130-2020 was given first reading on August 15, 2020, therefore third reading must be received before August 15, 2022.

Dates and times for these events need to be determined.

NOTE REGARDING BYLAW 130-2020:

Section 188 of the Municipal Government Act states:

Rescission of previous bylaw readings

- 188** The previous readings of a proposed bylaw are rescinded if the proposed bylaw:
- (a) Does not receive third reading within 2 years after first reading, or
 - (b) If defeated on second or third reading.

Passing of bylaw

- 189** A bylaw is passed when it receives third reading and it is signed in accordance with section 213.

Recommendation/RFD/Comments

7.b)+c)



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Agenda Item Summary Report

Agenda Item 7.d)) "Go East of Edmonton" Membership

Meeting Date: April 23, 2022

Background

We have not received any additional information on this item since our last meeting. We have left it on the agenda as a pending decision.

Go East of Edmonton is a marketing organization that promotes Events and Travel Information for all areas East, Northeast and Southeast of Edmonton covering over 50 communities across East Central Alberta. They publish a magazine and have a website.

The STEP Committee EDO requested a regional membership option with Go East. Go East agreed to offer the following regional membership for the 2022 year, subject to change in 2023 as follows:

- Primary Member (County of St. Paul) \$1,500
- Additional Members (Town of St. Paul, Town of Elk Point & SVHB) \$500 each
- Chambers of Commerce (Elk Point, Mallaig & St. Paul) \$200 each

FYI: The County of St. Paul already pays \$1,500 a year for Go East membership as a municipality with 5000+ population. Membership based on population for the Summer Village would only cost \$200.00

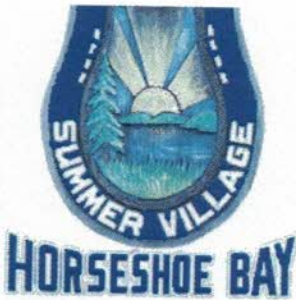
Recommendation/RFD/Comments

MOVED BY Dave that council ~~agree/decline to pay~~ for an annual membership in "Go East of Edmonton".

table until next meeting

-Carried-

7.d)



Summer Village of Horseshoe Bay

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Agenda Item Summary Report

Agenda Item 7.e) Joint Municipality Meeting

Meeting Date: April 23, 2022

Background

Resolution No. 22-01-15-014, Joint Municipality Meeting, council agreed to participate in a joint municipality meeting on February 3, 2022.

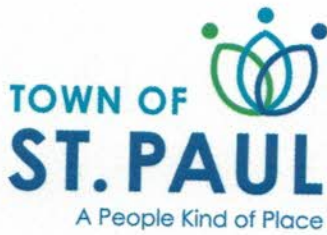
As the agenda items were unrelated to Summer Village activities, no one from the Summer Village attended the meeting.

The meeting agenda and minutes are attached for your information.

Recommendation/RFD/Comments

MOVED BY Dave that council accept the report for discussion and information.

-Carried-



Agenda
Joint Council Meeting
February 3, 2022 @ 7:00 PM
Recreation Centre

1. Call To Order
2. Adoption of Agenda
3. Adoption of Minutes
 - i) June 28, 2021, Joint Intermunicipal Council Meeting
4. Agenda Items
 - i) FCSS
 - ii) HR Consulting
 - iii) Cultural Liaison
 - iv) Recreation
5. Adjournment



Minutes
Joint Intermunicipal Council Meeting
February 3, 2022 @ 7:00 PM
Recreation Centre

1. CALL TO ORDER

Maureen Miller, Mayor, Town of St. Paul called the meeting to order at 7:04 p.m.

PRESENT

Maureen Miller, Mayor, Town of St. Paul
 Ron Boisvert, Councillor, Town of St. Paul
 Brad Eamon, Councillor, Town of St. Paul
 Norm Noel, Councillor, Town of St. Paul
 Sid Sood, Councillor, Town of St. Paul
 Nathan Taylor, Councillor, Town of St. Paul
 Glen Ockerman, Reeve, County of St. Paul
 Darrell Younghans, Councillor, County of St. Paul
 Kevin Wirsta, Councillor, County of St. Paul
 Ross Krekoski, Councillor, County of St. Paul
 Louis Dechaine, Councillor, County of St. Paul
 Dale Hedrick, Councillor, County of St. Paul
 Maxine Fodness, Councillor, County of St. Paul
 Parrish Tung, Mayor, Town of Elk Point
 Tim Smereka, Deputy Mayor, Town of Elk Point
 Jason Boorse, Councillor, Town of Elk Point
 Wanda Cochrane, Councillor, Town of Elk Point
 Dwayne Yaremkevich Councillor, Town of Elk Point

STAFF IN ATTENDANCE

Steven Jeffery, Chief Administrative Officer, Town of St. Paul
 Sheila Kitz, Chief Administrative Officer, County of St. Paul
 Ken Gwozdz, Chief Administrative Officer, Town of Elk Point
 Janice Fodchuk, FCSS Director, County of St. Paul/Town of Elk Point
 Lynn Smid, FCSS Director, Town of St. Paul

Mayor Initials: _____

Recording Secretary Initials: _____

Betty Richard, Executive Assistant/Recording Secretary, County of St. Paul

2. ADOPTION OF AGENDA

Moved by Ron Boisvert, Councillor, Town of St. Paul to adopt the February 3, 2022, Agenda with the following addition:

- 4. viii) Utility Costs

CARRIED

3. ADOPTION OF MINUTES

Moved by Ron Boisvert, Councillor, Town of St. Paul to adopt the June 29, 2021, Joint Intermunicipal Council Meeting Minutes as presented.

CARRIED

4. AGENDA ITEMS

4 a.) FCSS – Proposed Amalgamation

Janice Fodchuk, FCSS Director, County of St. Paul & Town of Elk Point and Lynn Smid, FCSS Director, Town of St. Paul spoke to the proposed amalgamation of the two FCSS departments.

Both expressed that this would offer a streamlined process for FCSS services for residents and expressed there would be no financial loss or gain for either department, however, there could be a slight savings, as one admin would be able to support the workload of both.

It was noted that separate budgets for the remainder of 2022 is required, and the province would receive the 6-month necessary notice in June, for the 2023 funding. The two FCSS departments have worked well together in the past on several projects/programs and see this as a natural progression before it is mandated by the province in the future.

Janice Fodchuk, FCSS Director, County of St. Paul & Town of Elk Point and Lynn Smid, FCSS Director, Town of St. Paul

Mayor Initials: _____

Recording Secretary Initials: _____

asked the elected officials present if the amalgamation of the two FCSS departments is something they would consider at this time.

Moved by Glen Ockerman, Reeve, County of St. Paul, to direct the CAO's to develop a Memorandum of Understanding for the amalgamation of the County of St. Paul & Town of Elk Point FCSS and the Town of St. Paul FCSS departments.

CARRIED

Janice Fodchuk, FCSS Director, County of St. Paul/Town of Elk Point and Lynn Smid, FCSS Director, Town of St. Paul, left the meeting at 7:28 p.m.

4 b.) HR Consulting Services

Sheila Kitz, Chief Administrative Officer, County of St. Paul spoke regarding the HR Consulting Services of James Saik, of which the County has entered into an agreement with as of January 2022.

Sheila Kitz, Chief Administrative Officer, County of St. Paul asked the officials present if they would also see value in his services regionally to alleviate some of the HR duties currently being tasked to management teams.

Moved by Dale Hedrick, Councillor, County of St. Paul, to direct the CAO's to investigate a regional contract position with the HR Consulting Services of James Saik.

CARRIED

4 c.) Cultural Liaison

Maureen Miller, Mayor, Town of St. Paul spoke to the possible need of a Cultural Liaison to facilitate and offer guidance for the region in regard to all cultural groups within our communities.

After discussion, Maureen Miller, Mayor, Town of St. Paul, asked the elected officials present if they would be interested in perusing a regional Cultural Liaison position.

Mayor Initials: _____

Recording Secretary Initials: _____

Moved by Glen Ockerman, Reeve, County of St. Paul that the CAO's bring back recommendations for guidance on relationship building within our region for all cultural groups, with the assistance of Sherri Chisan, President of University nuhelot'jne thaiyots'j nistameyimâkanak Blue Quills.

CARRIED

4 d.) Regional Recreation Board

Sheila Kitz, Chief Administrative Officer, County of St. Paul noted that the 3 recreation grant applications previously submitted, are awaiting confirmation if successful or not. In discussion it was noted that if the grants were successful a Regional Recreation Board/Steering Committee could possibly be established at that time, if Councils felt it was in the best interest of all the current Recreation departments/staff. The Town of Elk Point Mayor, Parrish Tung along with his council and CAO expressed concern regarding a Regional Recreation Board as much of the recreation facilities in Elk Point are volunteer run. They are worried if the development of a Regional Recreation Board would undermine the volunteerism in their community. It was determined to defer any decision regarding a Regional Recreation Board until we hear about the grant applications.

4 e.) Physician/Nurse Shortage

Maureen Miller, Mayor, Town of St. Paul spoke to the concerns in the region with the retention and attraction of Physicians and Nurses. As she sits on the Physician Attraction/Retention Committee, she stated that the region has been able to work through some communication challenges with the parties involved. It was noted that the region is now situated in a better position with the quantity of Physicians currently being able to practice in our communities at this time.

Maureen Miller, Mayor, Town of St. Paul stated that the Faculte St. Jean/ University of Alberta is interested in touring our region with their 3rd/4th year nursing students, with a virtual tour slated for March 22, 2022, and a live in person tour for October 2022.

Mayor Initials: _____

Recording Secretary Initials: _____

4 f.) Municipal Elected Officials Emergency Management Training

Sheila Kitz, Chief Administrative Officer, County of St. Paul indicated that the Municipal Elected Officials Emergency Management Training usually is required to be completed 90 days after being elected. However due to the trainer being called away for an emergent situation, this has not been able to happen in our region as of yet. A window of availability for training has opened up from March 14 – 31, 2022, with sessions being approximately 3hrs in length, afternoon/evening sessions would be offered pending Council's schedules.

After discussion, Sheila Kitz, Chief Administrative Officer, County of St. Paul asked the elected officials present what dates would work best with their schedules to set a date/time for the training.

Moved by Parrish Tung, Mayor, Town of Elk Point, that the CAO's determine dates/times for the Municipal Elected Officials Emergency Management Training that best reflects their Council's availability.

CARRIED

4 g.) EV Charging Stations

Sheila Kitz, Chief Administrative Officer, County of St. Paul spoke about the Municipal Climate Change Action Centre Electric Vehicle Charging Program that supports municipalities installing new EV charging stations in public places, on-street municipal property and for municipal vehicle fleets to support and accelerate the adoption of EVs in Alberta. Up to 100% of the costs of purchasing and installing a new charging station can be rebated.

After discussion, Sheila Kitz, Chief Administrative Officer, County of St. Paul asked the elected officials that were present if they would be interested in partnering together for the application of the EV Charging Program.

Moved by Glen Ockerman, Reeve, County of St. Paul, to direct Administrations to apply for the Municipal Climate Change

Mayor Initials: _____

Recording Secretary Initials: _____

Action Centre Electric Vehicle Charging Program with the intent of installing these charging stations in each of the municipalities in the region.

CARRIED

4 h.) Utility Costs

Glen Ockerman, Reeve, County of St. Paul, spoke to the rising cost of current utility bills in the region and the impact that this could possibly have on residents in our communities.

Sheila Kitz, Chief Administrative Officer, County of St. Paul indicated, she will be contacting the RMA for clarification if there will be any Resolutions coming forward at the Spring convention in March 2022. If there is not, County Council will be submitting an emergent resolution at that time to address the rising cost of utilities in our region.

5. ADJOURNMENT

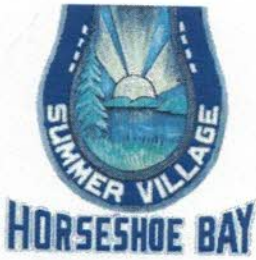
Moved by Tim Smereka, Deputy Mayor, Town of Elk Point to adjourn the February 3, 2022, Joint Intermunicipal Meeting at 9.27 p.m.

Betty Richard, Executive Assistant, County of St. Paul, Recording Secretary

Mayor Initials: _____

Recording Secretary Initials: _____

February 3, 2022
Joint Intermunicipal Council Meeting



Summer Village of Horseshoe Bay

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Agenda Item Summary Report

Agenda Item 8.a) Policy Review

Meeting Date: April 23, 2022

Background/Discussion/Options

The following Summer Village of Horseshoe Bay Policies need to be reviewed:

Policy 1: Budget - adopted April 21, 2012

Policy 2: Authorization and Verification of Unbudgeted Expenditures – Adopted April 21, 2012

Policy 3: Honorarium Payment to Council Members – Amended May 2, 2020

Policy 4: Per Diem Payment to Council & Committee Members – Amended October 16, 2021

Policy 5: Chief Administrative Officer Performance Appraisal – Adopted April 21, 2012

Policy 7: Travel and Expense Policy – Amended May 2, 2020

Policy 8: Facility Maintenance and Rental Policy – Adopted April 21, 2012

Recommendation/RFD/Comments

Copies of the above policies are attached for review and discussion at the meeting. Any changes made will require a resolution.

8.a)



Summer Village of Horseshoe Bay

Effective Date: January 1, 2012

Policy Number: 1

Title: Budget

1. Policy Statement

- 1.1 The Summer Village of Horseshoe Bay shall prepare and approve annual operating and capital budgets, and a multiyear capital plan that includes projected capital requirements for at least the five years following the current capital budget.

2. Responsibilities

- 2.1 Annually, the Chief Administrative Officer will present a draft (interim) budget to Council for the upcoming year prior to December 31st.
- 2.2 The budget, by function, shall be approved by Council Resolution.
- 2.3 It is the responsibility of the Chief Administrative Officer to monitor the financial results compared to the budget and operate within the budget for each function.
- 2.4 Where expenses are expected to exceed the approved budget in any particular budget function, approval by Council must be obtained.
- 2.5 The Chief Administrative Officer should report to Council quarterly, the financial results of the Summer Village to date compared to the approved budget.

3. Policy Adoption/Amendment

Adopted by Resolution April 21, 2012



Summer Village of Horseshoe Bay

Effective Date: January 1, 2012

Policy Number: 2

Title: Authorization and Verification of Unbudgeted Expenditures

1. Policy Statement

- 1.1 The Summer Village of Horseshoe Bay may only make expenditures that have been included in an operating budget, a capital budget or are otherwise authorized by Council resolution.

2. Guidelines

- 2.1 This policy shall apply to expenditures:
- Which have not been included in an operating budget or a capital budget
 - Which have not otherwise been approved by Council resolution
 - Which are for an emergency, or
 - Where such amount is legally required to be paid

3. Procedures

- 3.1 In the event that the Council has specifically authorized an Unbudgeted Expenditure, then it shall be verified in accordance with item 3.3 of this policy.
- 3.2 In the event that an Unbudgeted Expenditure has not been specifically authorized by the Council, Council hereby delegates to the Chief Administrative Officer, where the Chief Administrative Officer in his discretion considers it advisable or necessary to do so, the authority to expend, without prior Council approval, a sum not to exceed ~~FIVE THOUSAND (\$5,000.00)~~ DOLLARS per year for Unbudgeted Expenditures. *Eight thousand \$,000*
- 3.3 The Chief Administrative Officer shall provide a report to Council regarding the Unbudgeted Expenditure for verification at a Council meeting next following the expenditure.
- 3.4 Any single Unbudgeted Expenditure in an amount of over \$5,000.00 or an Unbudgeted Expenditure which results in a cumulative total of such expenditures in excess of \$5,000.00 for the budget year must have Council authorization before it is expended.

4. Policy Adoption/Amendment

Adopted by Resolution April 21, 2012



Summer Village of Horseshoe Bay

Effective Date: May 2, 2020	Policy Number: 3
Title: Honorarium Payment to Council Members	

1. **Policy Statement**

1.1 The Summer Village of Horseshoe Bay will provide an honorarium to Council members for performance of their duties as elected officials.

2. **Definitions**

2.1 Honorarium is the amount paid to a Councillor for meeting preparation, expense and time required to travel and attend to meetings listed in Section 3.2 of this policy.

3. **Honorariums**

3.1 Honorariums are paid to members of Council as their remuneration for performance of their duties as elected officials. Changes to the rates for honorarium shall be approved by a 2/3 majority vote of Council.

3.2 An honorarium of \$ 150.00 per meeting will be paid for attendance of the following Council Meetings:

- i) Regular Council Meetings
- ii) Special Council Meetings
- iii) Annual General Meetings
- iv) Public Hearings
- v) Project Management Meetings

4. **Honorarium Claims**

4.1 Honorariums will be paid out at the last regular meeting of the year. Claims must be signed by the Councillor to be paid and authorized by the Chief Administrative Officer.

5. **Policy Adoption/Amendment**

Adopted by Resolution April 21, 2012
Amended by Resolution 20-05-02-050: May 2, 2020



Summer Village of Horseshoe Bay

Effective Date: October 16, 2021

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).
- v) Meeting/training/workshops required by provincial legislation, related to professional development as authorized or requested by Council.

- 3.2 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

- 3.3 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.

- 3.4 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

3.5 Per diems may be changed by review of Council and supported by 2/3 majority vote.

3.6 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

Amended by *Resolution 21-10-16-141*: October 16, 2021



Summer Village of Horseshoe Bay

Effective Date: January 1, 2012

Policy Number: 5

Title: Chief Administrative Officer Performance Appraisal

1. Policy Statement

- 1.1 The Summer Village of Horseshoe Bay will establish guidelines which Council will use to complete the Chief Administrative Officer's performance appraisal.

2. Goals, Objectives and Training Requirements

- 2.1 Annually, Council as a whole shall meet during a Regular Council Meeting with the Chief Administrative Officer to establish goals, objectives and training requirements for the upcoming calendar year.
- 2.2 This meeting shall be held in camera. *closed meeting.*
- 2.3 The Chief Administrative Officer shall prepare a draft list of goals, objectives and training requirements, to be considered by Council at the meeting.
- 2.4 The draft shall be presented in a fashion which assures the Chief Administrative Officer that copies will not be circulated in any manner.
- 2.5 The Chief Administrative Officer will be provided the opportunity to discuss the draft with Council.
- 2.6 Following agreement between Council and the Chief Administrative Officer, Council shall adopt the goals, objectives and training requirements for the upcoming year. These documents shall then be attached to and form part of the Chief Administrative Officer's performance appraisal.

3. Performance Appraisal

- 3.1 Annually, Council shall meet with the Chief Administrative Officer to review progress on the goals and objectives previously established and approved by Council.
- 3.2 The Chief Administrative Officer shall be provided the opportunity to comment on the progress achieved to date. These comments may be in written form.
- 3.3 Council shall provide written constructive comments on the performance of the Chief Administrative Officer.
- 3.4 Staff supervised by the Chief Administrative Officer, if any exist, shall not be required or requested to comment on the performance of the Chief Administrative Officer. Any concerns which staff may have with the Chief Administrative Officer shall be addressed through the system defined in the Human Resource Policy.
- 3.5 In addition to the goals and objectives established by Council and the Chief Administrative Officer, the Chief Administrative Officer will be appraised on the following points:
- Working relationship with Council;
 - Working relationship with the public;
 - Working relationship with the staff;
 - Working relationship with external contractors/service providers such as auditors, bank officials, consultants, etc.; and
 - Other criteria established by Council.

- 3.6 The Chief Administrative Officer shall be assured that any comments regarding performance shall be strictly confidential and will not be released to any other staff member or the public.
- 3.7 The Chief Administrative Officer shall be given at least three days notice of their performance appraisal. The appraisal will be conducted at a time convenient to both the Council and the Chief Administrative Officer.
- 3.8 Council may meet periodically to discuss performance with the Chief Administration Officer, to review progress achieved on the goals and objectives previously established and approved by Council

4. **Changes to Performance Appraisal System**

- 4.1 Proposed changes to the method of conducting management performance appraisals will be discussed with the Chief Administrative Officer prior to implementation. The Chief Administrative Officer shall be provided with an opportunity to comment on the proposed changes.

5. **Policy Adoption/Amendment**

Adopted by Resolution April 21, 2012



Summer Village of Horseshoe Bay

Effective Date: May 2, 2020

Policy Number: 7

Title: Travel and Expense Policy

1. Policy Statement

- 1.1 The Summer Village of Horseshoe Bay will provide for reimbursement to Council, Council Committee/Board Members and Staff for travel, meals, accommodations and subsistence expenses incurred during the performance of their duties.

2. Definitions

- 2.1 Official meetings will include:
- i) Regular Council meetings
 - ii) Special Council meetings
 - iii) Policy and Priorities meetings
 - iv) Board or Committee meetings as appointed
 - v) Approved workshops and conferences for appointed board members or staff
 - vi) 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)
- 2.2 "Travel" is a reimbursement of kilometers for travel expenses to a Councillor/Board/Committee Member and staff in their personal vehicle while attending an official meeting, or an event authorized by Council.
- 2.3 "Subsistence" is a reimbursement for approved attendance to official meetings, based on actual receipts for the following expenses:
- i) Taxi, shuttle, air or bus fares;
 - ii) Meals;
 - iii) Motel/Hotel;
 - iv) Registration for any official meeting, if not prepaid by the Summer Village;

3. Travel Reimbursements

- 3.1 Councillors/Board/Committee Members and staff shall be reimbursed for mileage and meals as per Section 3 and 4 when attending approved meetings.
- 3.2 Councillors will not be reimbursed their expenses (including registration, meals, subsistence) or paid a personal allowance for attendance to social events or political party and constituency functions.
- 3.3 Council/Board/Committee Members and staff shall be reimbursed for mileage for pre-approved meetings, conferences and training at the rate of \$ 0.55/km. Trips from St. Paul to Edmonton, or Edmonton to St. Paul, shall be reimbursed at a flat rate of \$200.00 round trip.
- 3.4 Travel must be directly related to the distance required to attend an official meeting and to travel directly to and from that official meeting. Where mode of travel is being considered, the most direct, economical and logical mode of travel shall be utilized.

4. **Meals and Subsistence**

- 4.1 Council will review the rates for meals and subsistence annually during the annual budget preparations.
- 4.2 Effective May 2, 2020 reimbursement for meals shall not exceed \$50.00 per day.:
- 4.3 Effective May 2, 2020, reimbursement for other subsistence shall be as follows:
- | | | |
|------|--------------------------------|-------------------------|
| i) | Taxi, Shuttle, Air or Bus Fare | as per original receipt |
| ii) | Hotels/Motels | as per original receipt |
| iii) | Registration | as per original receipt |
- 4.4 Any claim for travel and subsistence, which is not supported by the appropriate supporting documents, will not be approved for payment. Original receipts required.

5. **Expense Claims**

- 5.1 All expense claims must be reviewed by Administration to ensure compliance with policy, and shall indicate approval with the Chief Administrative Officer.

6. **Policy Adoption/Amendment**

Adopted by Resolution April 21, 2012

Amended by Resolution 20-05-02-052 and 20-05-02-053: May 2, 2020



Summer Village of Horseshoe Bay

Effective Date: January 1, 2012

Policy Number: 8

Title: Facility Maintenance and Rental Policy

1. Policy Statement

- 1.1 The purpose of this policy is to maintain the safety and aesthetic quality of Summer Village property as a whole. This policy also reflects the desire of the Summer Village to integrate public access by having the building and grounds open to community and neighboring citizens.

2. Maintenance

2.1 Responsibilities

- 2.1.1 It shall be the responsibility of Administration to develop a maintenance plan that will encompass all daily maintenance activities. Moreover, to ensure that each building, sports field, or public ground is maintained in a manner consistent with this plan.
- 2.1.2 It shall be the responsibility of the Facility Manager to actively adhere to the provisions of this policy, ensuring that the building, sports field, or public ground is maintained in a manner consistent with this plan.
- 2.1.3 Council shall be responsible for reviewing and approving any construction, maintenance or repairs on any facilities or grounds within the Summer Village of Horseshoe Bay.

2.2 Facility Inspections and Reviews

- 2.2.1 The Facility Manager shall conduct a minimum of one review of each facility in any given year. The annual review shall be done each September in order for any areas needing to be addressed to be scheduled as part of the next annual budget.
- 2.2.2 An inspection checklist, as prepared by Administration, shall be completed monthly by the Facility Manager and submitted to Administration, specifically detailing the following:
- The overall condition of each facility
 - All areas which require maintenance or repair
 - Any additional information that the Facility Manager feels is necessary to provide a complete picture of the facility's condition.

2.3 Contracted Maintenance

- 2.3.1 As is deemed necessary by Administration, the Summer Village of Horseshoe Bay may contract certain maintenance activities to outside vendors. These activities may include, but are not limited to lawn care, pest control, and fertilizing.
- 2.3.2 The maintenance responsibilities and services of any contracted parties shall be overseen by Administration.

3. **Rental**

3.1 **Terms of Use**

- 3.1.1 Use of the Martin Recreation Area is a privilege and should be considered as such by the users. Therefore, the Summer Village of Horseshoe Bay's Recreation Committee will determine which users and types of activities will be permitted in the Community Center or grounds and the Committee's decision is final. The Facility Manager administers the rental agreement and therefore must approval all rental requests.

3.2 **Rental Conditions**

- 3.2.1 Any changes or additions to the interior or exterior of the Community Center or grounds such as posting signs, mounting flags, erecting displays, moving furniture, attaching or removing items from walls, windows, etc. are strictly prohibited without prior approval of the Facility Manager.
- 3.2.2 The maximum capacity of the Martin Recreation Center is 65 people with tables and chairs; 75 people with chairs only.
- 3.2.3 The following equipment is available for use at no additional charge. Arrangement for use must be made prior to the event.
- Public address system with microphone
 - Tables and chairs
 - General kitchen equipment
 - Coffee and tea perks
- 3.2.4 Decorating of the Center is permitted with the approval of the Facility Manager. The following guidelines are recommended:
- Flower arrangements in containers may be used for decorating
 - Ornaments may be hung from existing nails. It is strictly prohibited to add new nails
 - The following is NOT permitted: electrical tape, duct tape, mac tac, nails or tacks of any kind.
- 3.2.5 Users are responsible for leaving the rental space in the original condition found. If cleaning is required after an event, the user will be charged for the actual cleaning costs.
- 3.2.6 Smoking is strictly prohibited inside the Martin Recreation Center.

3.3 **Fees**

- 3.3.1 All fees are set out in Bylaw 85-2008 and must be paid prior to the event.

3.4 **Rental Agreement**

- 3.4.1 All users are required to sign a Rental Agreement and obtain the required permits and insurance.

3.5 **Liability**

- 3.5.1 The user agrees to accept all responsibility and liability for all damages, injuries, afflictions or conditions occurring on, in or to the Martin Recreation Center premises and/or to any person, persons or property of any person or persons at, on, or in the Martin Recreation Center premises during the course of the event concerned, whether as a direct or indirect result of anyone or anything associated with the event concerned.
- 3.5.2 The Summer Village of Horseshoe Bay, its Council, Administration, Representatives, their heirs and successors according to law, individually or collectively, will not be responsible or liable, in any way or manner, for any damages, injuries, afflictions or conditions occurring on, in or to the Martin Recreation Center premises and/or to any person, persons or property of any person or persons at, on or in the Martin Recreation Center premises during the course of the event concerned, whether as a direct or indirect result of anyone or anything associated with the event concerned.

3 **Policy Adoption/Amendment**

Adopted by Resolution April 21, 2012



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) Community Drone Chapter

Meeting Date: April 23, 2022

Background/Discussion/Options

Proposal

It is proposed that STEP establish a Drone Chapter in a location that includes work/activity stations where club members can secure their workspace rather than the need to "pack-up" between meetings.

Club membership requires an annual membership fee to cover the costs associated with active participation in Drone Soccer nationally and internationally.

Equipment

The outright purchase of the drone soccer equipment is recommended. Pricing - COMPLETE Bundle: \$27,600 and includes Year 1 Annual Membership Fee. Future annual membership fee is not given in the attached correspondence/proposal. The price does not include the cost of 6 computers necessary for drone programming during training and future Chapter operations and administration.

Dave Amyotte attended the Drone Demo Day on March 26/22. He will give a report at the meeting.

Recommendation/RFD/Comments

MOVED BY Dave that Council accept the report for information and discussion and table a decision pending more information regarding the costs for the Summer Village.

-Carried-

8.b)



STEP

St. Paul / Elk Point
Economic Development Alliance



PROJECT SAFE
CANADA



DRONE DEMO DAY

**9 A.M. - 4 P.M.
DROP-IN**

**FREE TO
ATTEND!**

SATURDAY, MARCH 26, 2022
Ecole du Sommet • 4609 40A Street, St Paul

INDOOR ACTIVITIES (9 a.m. start)

- Drone soccer demonstration (ranging from STEM to competition)
- Hands on demonstrations for individuals ages 12 years old & up

OUTDOOR ACTIVITIES (10 a.m. start)

- Drone types & utilization (recreation & industry)
- Drones that require licensing
- Careers in drone industry



STEP

St. Paul / Elk Point
Economic Development Alliance

For More Info, contact STEP Economic Development
P: 780-646-2975 • e: lsallstrom@stepeconomicdevelopment.ca

27 January 2022

St. Paul/Elk Point Economic Development Alliance
St. Paul, AB
Attention: Linda Sallstrom, Economic Development Officer

Re: Community Drone Chapter

Dear Ms. Sallstrom:

Socio-Economic Opportunity

Project Safe Canada (PSC) is pleased to offer products and services that align with the objectives of the St. Paul/Elk Point Economic Development Alliance (STEP).

Due to their relatively small size and ability to fly without an on-board pilot, it is discovered that drones have countless applications. Unmanned Aerial Vehicles (UAV) and Unmanned Ground Vehicles (UGV), commonly referred to as Drones, continue to evolve and infiltrate many parts of our lives. Rapidly, markets and economies are evolving as they adapt to public acceptance and government regulation. Drone-based services are replacing or enhancing current practices with lower cost alternatives that provide better results while creating new sectors around services that were previously not possible. This shift is creating winners and losers as businesses and the regulatory framework they operate within adapt to the new dynamic realities brought forth by cheaper and better drone technology.

Technological advancements in Drones are taking place at a high pace. These advancements are expected to lead to an increased used of drones in a broad variety of sectors, including construction, transportation, energy, agriculture, mining, real estate, insurance, security, search and rescue, wildfire fighting and prevention, and education and recreation. The commercial segment of the market is projected to grow at the highest during the forecast period; the growth of this segment can be attributed to the developments and advancements in drone technology.

By system, the Drone market has been segmented into platform, payload, data link, ground control and launch and recovery system. Each of them performs a different function that ensures the drones functions in different applications. There are many different types of payloads that can be attached to Drones such as cameras, infrared sensors, thermal sensors, fire detections and suppressants, ground and air sampling. The payload segment of the Drone market is projected to grow at the highest rate.

The introduction of Drones at a Community level can be challenging and dividing as each function views the commercial applications through so many different business and personal lens. As the commercialization of drones is evolving, there is no accepted formula that best brings everyone together functioning under a common mandate. Our experience at PSC is the establishment of a Community Drone Club whose foundation is based on an operating *Youth Drone Soccer Program*.



Proposal

The St. Paul/Elk Point Economic Development Alliance (STEP) establishes a Community Drone Chapter in affiliation with Project Safe Canada Drone Club through the purchase of the *Youth Drone Soccer Program* that includes the training of potential club members and club mentors/trainers, and the necessary equipment to sustain Chapter club activities.

St. Paul/Elk Point Economic Development Alliance - Chapter member of Project Safe Canada (PSC) Drone Club

It is proposed that STEP establish a Drone Chapter in a location that includes work/activity stations where club members can secure their workspace rather than the need to "pack-up" between meetings.

Club membership requires an annual membership fee to cover the costs associated with active participation in Drone Soccer nationally and internationally. The first year's membership fees are covered through this proposal.

The growth potential for drone services within STEP requires planning when considering potential revenues associated with training and career development, supply chain management, tournaments and races, commercial services, and research and development. It is reasonable to profess that a well-structured 5-year business plan developed in collaboration with STEP and PSC will create a profitable and widely recognized drone business centre. It is recommended that a Board of Directors be created for the Chapter that is representative of the present activities of the club and the visionaries with the experience to carry the club into the future.

Youth Drone Soccer Program

Drone racing went from nothing 10 years ago to being a regular on ESPN, with big prizes for top racers, and it is tipped by some to be 'the next billion-dollar sport.' But drone racing spectators are largely drawn from the same set as race fans, and for a non-enthusiast the sport may not be easy to follow. Drone soccer, by contrast, is audience-friendly and easy to follow across three action-packed three-minute sets.

The game is played on a court 10 feet by 20 and 10-feet high. One drone on each team is designated the striker, which scores by passing through the other side's hoop. The rest of the team –three-a-side for beginners, or five-a-side at more advanced levels – play attack or defense. The drones are surrounded by ball-like mesh cages and bounce off each other.

The prime agenda for drone soccer is education. Each team builds and programs its own drones, and it is the perfect way of drawing kids into the world of drones and robotics. Drone soccer provides opportunity for youth to participate in activities that promote STEM/STEAM learning as chapter members actively participate in the planning and program development that includes:

- ✓ General drone technology, components, terminology, aerodynamics, and operation
- ✓ Assembling, testing, and repairing the Drone Soccer Ball hardware, frame, and motors
- ✓ Programming the flight computer, radio binding, modes, and arming in Betaflight software
- ✓ Advanced software functions such as motor PID tuning, stability, turtle mode, and flight testing



The introduction of a community-based drone soccer program requires train-the-trainer and club member training, equipment purchases and a venue for practical learning.

- ✓ Train-the-trainer: The objective of establishing a Drone Soccer Program whose activities are coordinated through a Community Drone Club requires both leadership and some technical knowledge. PSC proposes to train three trainers/mentors from the Vegreville area who will initially instruct students in the assembly and operations of a drone, the assembly and disassembling of the drone soccer equipment and continued participation as a member/mentor to the VDC. The train-the-trainer training will be conducted over two days (16 Hours).



- ✓ Student training: The Drone Soccer Program will be introduced through classroom and practical learning over a 20-hour period. The minimum age limit for student participation is twelve years old.
- ✓ Venue: Working with drones requires sufficient space to erect the required netting (10' x 20' x 10' high). Weather permitting, the practical flying training can occur outdoors. However, our climate will require that an indoor facility be identified with sufficient space to accommodate the netting and space outside the netting for the "drone teams" to stand.

Equipment: The outright purchase of the drone soccer equipment is recommended. Graduates of the training program will be encouraged to form the local Chapter and further the development of the drone club and soccer program. In this regard it is key that the club members have direct access to the drones and ancillary equipment necessary to maintain their recently acquired skills and knowledge. Everything purchased is future proofed for reuse in following years, dropping costs significantly by the second year. Most clubs have members work in teams of two or three students per kit. Our proposal includes the purchase of twelve drone starter kits that will ensure ready access to the drones and associated equipment. Equipping the Chapter with dedicated computers from the outset of training, through to club membership, provides the technical platform for any future STEM/STEAM learning.

- ✓ Pricing - "COMPETE" Bundle: Creating the capacity to host a competitive drone soccer league

Includes

- ✓ 12x Drones, Radios & Gear (Drone Kits)
- ✓ Official 10"x20' Collapsible Arena
- ✓ Official Custom Printed Floor
- ✓ Official Automated Goal Set
- ✓ Arena Installation
- ✓ One-day Train the Trainer Training
- ✓ 20-hours Student Training
- ✓ Operational & Technical Support
- ✓ Annual Chapter member Personal Indemnity Insurance
- ✓ Annual Membership Fee -Year 1, PSC Drone Club

Does not include

- Computers (6) necessary for drone programming during training and future Chapter operations and administration

PRICE: \$27,600

Project Collaboration: (PSC) will actively participate in the initial training as outlined in the proposal that includes the planning and establishment of the local Chapter. As the drone training is delivered and the drone soccer club is organized with the appropriate governance and structure, PSC looks forward to working closely with the Chapter executive in the potential for expansion into drone racing and enhanced technologies.



- ✓ Technical Products: PSC is uniquely positioned as a provider of technical services that extend across the full spectrum of drone supply chain management. PSC differentiates itself through our capacity to train and license Drone Pilots while assisting clients in their selection of suitable technologies based on a structured needs analysis and product evaluations. The criticality of efficient and secure information technology support is guaranteed through PSC's system development capabilities. Not within the context of this proposal, but instrumental to the growth potential for drone services in the immediate area and beyond is the unmanned ground and aerial vehicles technology.

Cooperation

The activities and services for this Project shall include, but not limited to:

STEP will:

- ✓ identify 3 train-the-trainers who will participate in the student training and the operations and administration of the Chapter.
- ✓ identify students to participate - the students should be 12 years old and up - no upper age limit.
- ✓ training in groups of 12 is standard but larger or smaller groups can be accommodated
- ✓ identify location to set up Drone Soccer game.
- ✓ provide release forms from students
- ✓ participate in the solicitation of funding to support the purchase of the Drone Soccer Program
- ✓ promote the activities of the local Chapter
- ✓ collaborate with PSC to secure a suitable venue that provides for classroom teaching and indoor and outdoor flying.

PSC will:

- ✓ provide qualified instructors to assist in the delivery of Drone Soccer Training Program that includes train-the-trainer and student training.
- ✓ provide two-day train-the-trainer training
- ✓ provide 20-hours of instruction to students that includes trainer/mentor participation.
- ✓ provide necessary personal and business insurance coverage for training period and operations and administration insurance for local Chapter.
- ✓ provide training for each trainer to obtain their Basic Transport Canada Pilot license at no charge (does not apply to Transport Canada license fees)
- ✓ establish a special discount training program will provide a DJI Drone purchase discount on all enterprise drones for all for all residents of St. Paul and Elk Point who become members of the local Chapter.
- ✓ Support activities to secure funding for the purchase of the drone soccer game.



Outcomes

- ✓ Three (3) community members are trained in how to instruct students in the assembly of drones that are designed for drone soccer.
- ✓ Twelve to twenty-four (12-24) community members are trained in how to assemble and program a drone.
- ✓ Instructors and students will understand how to assemble and disassemble a drone soccer game.
- ✓ Instructors and students will demonstrate their ability to assemble and fly a soccer drone through practical flying and drone soccer games.
- ✓ Establish a Drone Soccer League that supports the recreational and educational growth of the youth of the towns of St. Paul and Elk Point through regular meetings, game schedules, playoffs, and championship game with awards.
- ✓ Instructors and students will have formed the nucleus of the local Chapter.
- ✓ The local Chapter is a participating member of PSC Drone Club.

Funding

The purchase of the *Youth Drone Soccer Program* that includes all equipment and training necessary to assemble the drones and play Drone Soccer is recommended. This is considered a major influence in the short-term viability of any effort to maintain participant interest in any Chapter activities.

Inherent in the design of drone soccer is the opportunity to raise funds to support the ongoing operation of the local Chapter activities through advertising. We have included our Community Advertising Campaign brochure that outlines specific advertising options. This advertising campaign is also seen as a strong influencer in gaining local businesses interest in supporting the initial purchase of *Youth Drone Soccer Program*.

We very much look forward to propelling our thoughts into concrete outcomes that prove to be a solution in the meaningful development of your youth.

I am available anytime to discuss any aspect of our proposal.

Start Date: To be determined.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Paika".

MARK PAIKA, Managing Director
Project Safe Canada



Summer Village of Horseshoe Bay

P.O. Box 1778
St. Paul, AB T0A 3A0
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Email: svhorseshoebay@gmail.com
Website: www.svhorseshoebay.com

Agenda Item Summary Report

Agenda Item 8.c) Future of Municipal Government (FOMG) – Alberta Municipalities Project

Meeting Date: April 23, 2022

Background/Discussion/Options

Alberta Municipalities initiated the “Future of Municipal Government” (FOMG) project to explore and assess options for government structures that will enable municipalities to build thriving communities into the future.

A summary of the project is attached.

The Alberta Summer Village Association has a member on the AMA board and the ASVA has expressed concerns about this project. Mayor Gary Burns is on the ASVA board.

Gary Burns will be providing more information for discussion at the meeting.

Recommendation/RFD/Comments

Any action or decision required by council will be determined at the meeting.

FUTURE OF MUNICIPAL GOVERNMENT

[Home](#) / [Advocacy Resources](#) / [Governance](#) / Future of Municipal Government

Municipalities face a wide array of financial, political, social, cultural, and environmental pressures. In response, Alberta Municipalities initiated the Future of Municipal Government (FOMG) project to explore and assess options for government structures that will enable municipalities to build thriving communities into the future.

We have partnered with the School of Public Policy (SPP) at the University of Calgary on this project. The SPP is engaging municipal experts from Alberta and across Canada to conduct research on the following topics:

- Governance Trends in Canadian Local Government
- Population Growth and Population Aging in Alberta's Municipalities
- Financing Municipal Infrastructure
- Local Citizen Engagement and Municipal Governance
- Climate Change and Environment Considerations for Municipal Governance and Regionalization
- Annexation, Amalgamation, Regionalization? Potential Solutions for Alberta
- New approaches to revenue and cost-sharing
- A new relationship between the province and municipalities

Some of the topics may be adjusted as the research evolves.

While Alberta Municipalities has input on the scope of this research, the SPP has complete academic freedom over its research methodology and its findings. The purpose of this project is to seek independent, fact-based information to serve as the foundation for solutions-oriented discussions on the practices, policies, legislation, and financial arrangements that shape municipal government.

This webpage will be regularly updated to reflect progress and identify opportunities for stakeholders to provide input.

Learn More about the project

Why now?

The project was launched in response to several factors:

- Alberta's current fiscal outlook, which is creating financial challenges for all levels of government.
- Member interest in exploring alternative structures and financial options as expressed through correspondence, resolutions, and at events.
- Increasing number of municipalities who are struggling with their political, administrative, and financial viability.
- Experience from other jurisdictions, where new municipal structures were imposed by provincial governments.
- COVID-19 has intensified existing challenges municipalities face and highlights the necessity to rethink how all governments work together to address issues that defy jurisdictional boundaries.

Overall, Alberta Municipalities' Board strongly believes that change is inevitable, and municipalities need to have a strong role in shaping their own destiny based on solid research-informed evidence.

8.c)

What will the project deliver?

The project will be conducted in two phases.

Phase 1:

The initial deliverables are research papers on various aspects of municipal government led by the University of Calgary's School of Public Policy (SPP).

- Each research paper will be released with a clearly written executive summary. A variety of engagement techniques including webinars, in-person sessions, surveys, and online engagement tools will be used to share research findings and seek input from municipalities, the provincial government and stakeholders on what the implications of this research are on policy.

Phase 2:

The results of the research papers will inform the ultimate deliverable, which is a principle-based recommendations paper outlining options that will work for Alberta, including:

- An overview of options for alternative local government structures.
- Principles/criteria that would be used to evaluate these options.
- Based on these criteria, recommendations as to which options are best suited to Alberta.
- A review of what the recommended structures could look like at the provincial and local levels.

What is the School of Public Policy

Alberta Municipalities selected the University of Calgary's School of Public Policy (SPP) to be our research partner as it has a strong track record of municipal research, is well respected by the media and the Government of Alberta, and has strong connections to municipal experts across Canada.

The **School of Public Policy** is Canada's leading policy school. The School was founded in 2008 by well-known economist Jack Mintz with a vision to drive policy discourse with relevant research, outreach and teaching.

The School's research is conducted to the highest standards of scholarship and objectivity. The decision to pursue research is made by a Research Committee chaired by the Research Director and made up of Area and Program Directors. All research papers are subject to blind peer-review and the final decision to publish is made by an independent Director.

The SPP is committed to academic integrity and academic freedom.

The quality and quantity of its research lead to The School being named one of the top policy schools in the world in 2021 by Ideas/Repec (Research Papers in Economics).

What is Alberta Municipalities role in this research?

Alberta Municipalities' role in this research is guided by its respect for academic freedom. The SPP has developed a research plan which it is implementing by drawing on the knowledge and experience of municipal experts from academic institutions across Canada.

Alberta Municipalities supports the SPP's work by:

- Discussing the ideal scope of specific research papers to ensure the right questions are being asked to fulfill the purpose of the project.
- Identifying sources of information.
- Reviewing drafts of papers:
 - Review is limited to identifying any gaps and providing editorial comments to ensure the information is provided in an accessible manner.
- Alberta Municipalities will not have any input on research findings.

Alberta Municipalities' Board has established a Research Engagement Committee (REC) to support the project composed of:

- **Neil Smith, CAO, Nanton** – Alberta Municipalities Small Communities Committee
- **Christine Beveridge, CAO, Edson** – Alberta Municipalities Municipal Governance Committee
- **Bill Given, CAO, Jasper** – Member at Large
- **Sarah Ranson**, Director of Municipal Sustainability, Municipal Affairs.

The Rural Municipalities of Alberta (RMA) was invited to join the REC, but it declined in favour of receiving updates through the Board and Administration.

What are the projects guiding principles

Alberta Municipalities and the SSP have agreed that the following principles will guide our work:

Academic Independence:

The research of the SPP is independent and fact-based.

Transparency:

Alberta Municipalities, the SPP and project partners will proactively share the project process and findings.

Engagement:

Municipalities, the Government of Alberta and other stakeholders will be given opportunities to provide input on the project and discuss the policy implications of its findings.

Respect:

The project will create the space for civil dialogue on challenging issues impacting the future of municipal governance.

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Summer Village of Horseshoe Bay

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Email: svhorseshoebay@gmail.com
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Agenda Item Summary Report

Agenda Item 8.d) Alberta Community Partnership (ACP) Grants

Meeting Date: April 23, 2022

Background/Discussion/Options

Grant #1: County of St. Paul

\$100,000 in support of the **Regional Recreation Feasibility Study**

Grant #2: Town of St. Paul

\$200,000 in support of the **Regional Municipal Service Delivery Options Study**

Grant #3: Summer Village of Horseshoe Bay

\$98,000 in support of the **Regional Tourism Opportunity Identification and Development Strategy**.

Recommendation/RFD/Comments

Norman Briscoe will give a more detailed report at the meeting.



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR108119

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

Dear Mayor Burns,

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and co-operative approaches to service delivery. By working in partnership with our neighbours, we create opportunities that support economic development and job creation. Together, we help build vibrant, resilient communities for the benefit of all Albertans.

I am pleased to inform you that the Summer Village of Horseshoe Bay has been approved for a grant of \$98,000 under the Intermunicipal Collaboration component of the 2021/22 ACP in support of your Regional Tourism Opportunity Identification and Development Strategy project. This approval does not signify broader support for any recommendation or outcome that might result from your project.

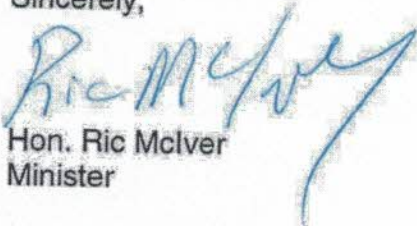
The conditional grant agreement will be sent shortly to your chief administrative officer to obtain the appropriate signatures.

The provincial government looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to send invitations for any milestone events to my office. We ask you advise Municipal Affairs a minimum of 15 working days prior to the proposed event. If you would like to discuss possible activities or events to recognize your ACP achievements, please contact a grant advisor, toll-free at 310-0000, then 780-422-7125 or at acp.grants@gov.ab.ca.

.../2

I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,



Hon. Ric McIver
Minister

cc: David B. Hanson, MLA, Bonnyville-Cold Lake-St. Paul
Glenn van Dijken, MLA, Athabasca-Barrhead-Westlock
Mayor Parrish Chi-Kin Tung, Town of Elk Point
Mayor Maureen Miller, Town of St. Paul
Reeve Glen Ockerman, County of St. Paul No. 19
Norman Briscoe, Chief Administrative Officer, Summer Village of Horseshoe Bay
Ken Gwozdz, Chief Administrative Officer, Town of Elk Point
Steven Jeffery, Chief Administrative Officer, Town of St. Paul
Sheila Kitz, Chief Administrative Officer, County of St. Paul No. 19



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR108119

Mr. Glen Ockerman
Reeve
County of St. Paul No. 19
5015 - 49 Avenue
St. Paul AB T0A 3A4

Dear Reeve Ockerman,

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and co-operative approaches to service delivery. By working in partnership with our neighbours, we create opportunities that support economic development and job creation. Together, we help build vibrant, resilient communities for the benefit of all Albertans.

I am pleased to inform you that the County of St. Paul No. 19 has been approved for a grant of \$100,000 under the Intermunicipal Collaboration component of the 2021/22 ACP in support of your Regional Recreation Feasibility Study project. This approval does not signify broader support for any recommendation or outcome that might result from your project.

The conditional grant agreement will be sent shortly to your chief administrative officer to obtain the appropriate signatures.

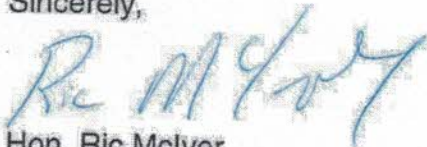
The provincial government looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to send invitations for these milestone events to my office. We ask you advise Municipal Affairs a minimum of 15 working days prior to the proposed event. If you would like to discuss possible activities or events to recognize your ACP achievements, please contact a grant advisor, toll-free at 310-0000, then 780-422-7125 or at acp.grants@gov.ab.ca.

.../2

8.d)

I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,



Hon. Ric McIver
Minister

cc: David B. Hanson, MLA, Bonnyville-Cold Lake-St. Paul
Glenn van Dijken, MLA, Athabasca-Barrhead-Westlock
Mayor Parrish Chi-Kin Tung, Town of Elk Point
Mayor Maureen Miller, Town of St. Paul
Mayor Gary Burns, Summer Village of Horseshoe Bay
Shelia Kitz, Chief Administrative Officer, County of St. Paul No. 19
Ken Gwozdz, Chief Administrative Officer, Town of Elk Point
Steven Jeffrey, Chief Administrative Officer, Town of St. Paul
Norman Briscoe, Chief Administrative Officer, Summer Village of Horseshoe Bay



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR108119

Her Worship Maureen Miller
Mayor
Town of St. Paul
PO Box 1480
St. Paul AB T0A 3A0

Dear Mayor Miller,

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and co-operative approaches to service delivery. By working in partnership with our neighbours, we create opportunities that support economic development and job creation. Together, we help build vibrant, resilient communities for the benefit of all Albertans.

I am pleased to inform you that the Town of St. Paul has been approved for a grant of \$200,000 under the Intermunicipal Collaboration component of the 2021/22 ACP in support of your Regional Municipal Service Delivery Options Study project. This approval does not signify broader support for any recommendation or outcome that might result from your project.

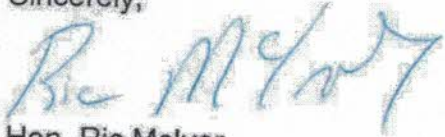
The conditional grant agreement will be sent shortly to your chief administrative officer to obtain the appropriate signatures.

The provincial government looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to send invitations for these milestone events to my office. We ask you advise Municipal Affairs a minimum of 15 working days prior to the proposed event. If you would like to discuss possible activities or events to recognize your ACP achievements, please contact a grant advisor, toll-free at 310-0000, then 780-422-7125 or at acp.grants@gov.ab.ca.

.../2

I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ric McIver".

Hon. Ric McIver
Minister

cc: David B. Hanson, MLA, Bonnyville-Cold Lake-St. Paul
Glenn van Dijken, MLA, Athabasca-Barrhead-Westlock
Mayor Parrish Chi-Kin Tung, Town of Elk Point
Mayor Gary Burns, Summer Village of Horseshoe Bay
Reeve Glen Ockerman, County of St. Paul No. 19
Steven Jeffrey, Chief Administrative Officer, Town of St. Paul
Ken Gwozdz, Chief Administrative Officer, Town of Elk Point
Norman Briscoe, Chief Administrative Officer, Summer Village of Horseshoe Bay
Shelia Kitz, Chief Administrative Officer, County of St. Paul No. 19



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) National Police Federation (NPF) Call to Action
Impact of Policing Costs on the Village

Meeting Date: April 23, 2022

Background/Discussion/Options

The National Police Federation is proposing a Call to Action to the Government of Alberta to halt the idea of a new provincial police service and to invest the proposed new monies into underfunded services within Alberta.

Last year the GoA released a Transition Study, which outlined the potential cost of transitioning from RCMP to a new Alberta Police Service (APPS), including \$366 million in one-time transition costs over 6-years and \$139 million in additional policing costs annually.

The goal of the NPF is to have stakeholders sign on and to release publicly at the end of April in a joint effort.

Recommendation/RFD/Comments

MOVED BY Maria Saboga the council support (or not support) the National Police Federation Call to Action as presented.

-Carried-

Proposal to Join Our Call to Action - NPF

Dave Amyotte <dave@amyotteweld.ca>

To: Marg Laberge <lbergegm@gmail.com>

Cc: Norman Briscoe <svhorseshoebay@gmail.com>, Gary Burns <gmburns45@gmail.com>

I'm torn on this issue because I think the RCMP is a corrupt organization that is politicized force would be any better. Given the current fiscal situation in the province we would be b some issues in the current system and use any extra monies to bolster the rest of the syst We should support this initiative but definitely need to make sure we are heard at the table system needs a lot of work to make sense of the costs allocated for policing.
Dave

Sent from my iPhone

On Mar 28, 2022, at 3:41 PM, Marg Laberge <lbergegm@gmail.com> wrote:

I personally support this and will agree with whatever the council decides to do.

Marg Laberge
4829 47 Ave St. Paul, AB T0A 3A3
T: 780-645-2088 F: 888-823-3372
C: 780-614-4168 S: marg.laberge

On Mon, Mar 28, 2022 at 3:16 PM Norman Briscoe <svhorseshoebay@gmail.com>
I am not sure if Council wants to support this or not. The requested reply date of April 23, 2022 council meeting. So if you want to sign onto the Call to Action I will nothing I will just ignore it.

*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*

----- Forwarded message -----
From: **Colin Buschman** <cbuschman@npf-fpn.com>

Proposal to Join Our Call to Action - NPF

Colin Buschman <cbuschman@npf-fpn.com>
To: "gmburns45@gmail.com" <gmburns45@gmail.com>
Cc: "svhorseshobay@gmail.com" <svhorseshobay@gmail.com>

Mon, Mar 28, 2022 at 11:04 AM

Dear Mayor Burns and Summer Village of Horseshoe Bay Council,

I am writing to you today, with a proposal to join our Call to Action to the Government of Alberta to halt the idea of a new provincial police service and to invest the proposed new monies into underfunded critical services within Alberta. This injection of funding would have a larger and more immediate impact within our communities to improve community safety and the health and well-being of all Albertans.

As you are aware, the Government of Alberta is reviewing the possibility of transitioning away from the RCMP to a new Alberta Provincial Police Service (APPS). Last year, they released a [Transition Study](#), which outlined potential exorbitant costs, including \$366 million in one-time transition costs over six-years and \$139 million in additional policing costs annually, increasing with inflation. With that said, over just a six-year period costs would total over \$1.2 billion.

Through polling that the NPF has conducted over the past year, it is clear that Albertans feel the same with. An overwhelming 84% of Albertans support retaining the RCMP and believe the Government of Alberta should instead focus on addressing the root causes of crime and improving social services.

As the Government of Alberta continues to consult and push the idea of a new and expensive police service forward, now is the time for all impacted stakeholders to come together to tell the government that the proposed money would be better invested into critical services to address under resourcing, staffing shortages, and the lack of social support programs.

Attached to this email is a draft of the Call to Action to the government for your review.

Our goal is to have stakeholders sign on and to release publicly at the end of April in a joint effort.

If you are interested in signing onto the Call to Action, please reply to this email and include your logo for use which will be added to the Call to Action, before April 15, 2022.

If you have any questions, comments, or concerns, please don't hesitate to contact me.

Colin Buschman
Western Government Relations Advisor | Conseiller, Relations Gouvernementales de l'ouest
National Police Federation | Fédération de la Police Nationale
(236) 233-8100
<https://npf-fpn.com>



The mission of the National Police Federation is to provide strong, professional, fair and progressive representation to promote and enhance the rights of RCMP members. La mission de la Fédération de la police nationale est de fournir une représentation forte, professionnelle, juste et progressive afin de promouvoir et faire avancer les droits des membres de la GRC.
This email may contain PRIVILEGED AND/OR CONFIDENTIAL INFORMATION intended only for the use of the addressee. If you are not the addressee or the person responsible for delivering it to the person to whom it was addressed, you may not copy or deliver this to anyone else. If you receive this email by mistake, please immediately notify us.

Ce courriel peut contenir des informations CONFIDENTIELLES ET/OU PRIVILÉGIÉES exclusivement restreintes à l'usage du/de la destinataire. Si vous n'êtes ni la/la destinataire, ni la personne responsable pour la livraison au/à la destinataire, il ne vous est pas permis de copier ou d'acheminer ceci à toute autre personne. Si vous avez reçu ce courriel par erreur, nous vous serions reconnaissants de bien vouloir nous faire part par téléphone ou courriel immédiatement.

GoA Call to Action.pdf

April XX, 2022

Dear Premier,

We are committed to ensuring Albertans live in safe communities that support their health and well-being. Communities where people have reliable access to critical health, social, public safety, and educational services. Ultimately, Albertans living in a safe and healthy community communicate those needs to the Government of Alberta, who listen and respond.

The Government of Alberta has lost the trust of its constituents in its pursuit of an Alberta Provincial Police Service (APPS) by not undertaking fulsome, open, and transparent consultations with all those affected. Albertans have stated loud and clear that they do not want a costly new police service, with an overwhelming 84% of Albertans wanting to keep and improve the Alberta RCMP.

In addition, the Government of Alberta has not released a detailed funding model explaining who would be paying the costs of this proposed transition. The vague Transition Study noted initial transition costs of \$366 million over six years, and, at minimum, an additional \$139 million each year, increasing with inflation. Municipalities know that most of these costs will be downloaded directly to them, forcing them to significantly increase residents' and businesses' taxes.

Municipalities and engaged Albertans continue to call on the Government of Alberta to improve rural police response times and increase resources available to the justice system. The Province's \$2 million Transition Study did not highlight how a new APPS would address any of these issues.

We, the undersigned, call on the Government of Alberta to stop efforts and investment to advance the creation of an Alberta Provincial Police Service and instead invest in resources needed to:

- *Improve current policing services to reduce response times and address rural crime by increasing the number of RCMP officers within communities*
- *Improve social services to address the root causes of crime (health, mental health, social and economic supports)*
 - *Expand Police and Crisis Teams with police and Alberta Health Services*
 - *Work with communities to provide targeted social supports*
- *Increase resources within the justice system*
 - *Ensure timely trials by prioritizing violent over non-violent crimes*
 - *Hire more Crown prosecutors and appoint more Provincial Court Judges*



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) Increasing Utility Fees

Meeting Date: April 23, 2022

Background/Discussion/Options

The Town of Fox Creek has written a letter to the Alberta Utilities Commission, expressing concern over the increase in the rates of both natural gas and electricity and the detrimental effect it is having on residents and businesses already struggling from the effects of Covid-19.

The letter is attached for information and discussion

Recommendation/RFD/Comments

MOVED BY Andy Burns that council instruct administration to draft and forward a letter to the Alberta Utilities Commission, expressing concern over the increasing utility rates in Alberta.

-Carried-



March 23, 2022

Alberta Utilities Commission
106 Street Building
10th Floor, 10055 106 Street
Edmonton, AB T5J 2Y2

RE: INCREASING UTILITY FEES

Dear Utilities Commission,

There has been a growing concern in our community, and likely across the province, of the rising utility fees for both natural gas and electricity.

Over the course of the past two years, our residents have dealt with the strain of the pandemic, rising costs of groceries, rising gas prices, and job insecurity. Now they can add the stress of maintaining utilities in their homes to that list.

But it is not just residents that are struggling with these rising costs. Also greatly effected are the non-profits of our community and our province. Our non-profits offer us services that are greatly needed for our physical, mental, and social wellbeing however these services are now in jeopardy as they focus what funds they have on paying utility fees.

Instead of retaining funds for savings, for food, to pay rent or a mortgage, or to offer services that improve a community's wellness, people are being forced to pay exorbitant delivery charges to maintain utility services.

We at the Town of Fox Creek believe now is not the time to be taking more and more money from the pockets of Albertans, now is the time to support our people.

So, with the abovementioned in mind, the Town of Fox Creek would like to strongly encourage the Commission to perform a review of the fees being charged on top of the actual usage fees all the while giving strict attention to the amount of profit the corporations are making off Albertans.

Your time and consideration of our residents and non-profits is greatly appreciated.

Sincerely,

Mayor Sheila Gilmour
Town of Fox Creek
sheila@foxcreek.ca

cc The Honourable Sonya Savage, Minister of Energy
Todd Loewen, MLA
Alberta Municipalities



Summer Village of Horseshoe Bay

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Agenda Item Summary Report

Agenda Item 8.g) St. Paul Search & Rescue Society Donation

Meeting Date: April 23, 2022

Background/Discussion/Options

The St. Paul Search & Rescue Society provides Search and Rescue services to the St. Paul region. Normally they raise funds for operation by holding fundraising activities. Because of Covid-19 of the 12 activities planned for 2020 and 2021, only 2 of them were able to proceed.

They are requesting a donation from all the municipalities in the region to help them with operational funding until they can raise money through community events now being planned.

Information about the Society and a letter from their president, is attached.

Recommendation/RFD/Comments

MOVED BY Gary B. the council agree to a one-time donation of \$75.00 to the St. Paul Search and Rescue Society to assist with interim operating costs.

-Carried-

RECEIVED MAR 29 2022



St. Paul Search and Rescue Society, Box 1323 St. Paul, AB T0A 3A0

March 9, 2022

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

Dear Council:

St. Paul Search and Rescue has been providing Search and Rescue services to the region for more than 25 years. With the support of local businesses, team membership fees, casinos and fundraising activities we have been successful and able to operate this last quarter of a century without concern. Like most other Not-for-profits though, this past two years has been difficult. The pandemic caused the cancellation of most of the activities we relied on to fundraise.

Our basic cost of operations is approx. \$4500.00/year. Much of this insurance and maintenance on equipment. We were successful in obtaining grants and local businesses did step up to help us with equipment updates, PPE and training, but finding grants or sponsorships for insurance and equipment maintenance did not yield us any success. Normally we raise these dollars by having team members provide security, clean up and bartending services for many community events. Of the 12 activities we had planned in 2020 and 2021 only 2 of them were able to proceed.

In the past five years our team has been active in more than 30 searches in the region. We currently provide:

- Ground search and rescue (including drone and equine), Location and/or rescue of lost (missing) persons,
- Evidence search (for RCMP), Recovery of deceased persons, Response during a major emergency

As we moved into 2022, our board took a serious look at our operations and discussed the ability to catch up our lost fundraising revenues. A decision was made to reach out to all the municipalities in which we serve and a motion passed for us to make a small request. Our thought; a little bit of help from each municipality we serve, can make a big difference to us. Combined these requests would cover half of the money we need to operate and the rest we are confident we can raise through community events now being planned again. We already work closely with the Town and County of St. Paul. They provide space for training, office space, a fenced equipment staging/storage area and an insurance provider. All of these go a long way in helping us do what we do for the whole region.

We are therefore sending this letter as a request for \$75.00 to St. Paul Search and Rescue, to be paid sometime in 2022 – to help us with operational funding.

I thank you for your consideration. If you would like to know more about us or update our contact information in your emergency management plans, please contact me. 780-645-8115.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ken Gerlinsky".

Ken Gerlinsky, President



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: April 23, 2022

Background

Financial Reports for 3 months ended March 31, 2022:

- Actual Year-to-Date to Budget,
- Cheque log: for the months of January to March 31, 2022
- March 31, 2022 Bank Reconciliation

Recommendation/RFD/Comments

MOVED BY _____ that the financial reports for the 3 months ended March 31, 2022, including cheque #2573 to 2609 in the amount of \$36,806.53 be accepted as presented.

-Carried-

Summer Village of Horseshoe Bay
Actual Year to Date to Budget
For the 3 months ended March 31, 2022

	Interim Budget Jan. 1 to Jun. 30, 2022	YTD 3 months Mar. 31/22
REVENUE		
Taxation Revenue		
Residential Property Tax	\$ 103,778	\$ -
Minimum Residential Property Tax	18,720	-
Total Municipal Res. Property Tax	<u>122,498</u>	<u>-</u>
Non-Residential property tax	1,288	-
Non-Residential minimum tax	717	-
Non-Res. Linear Property Tax	<u>2,005</u>	<u>-</u>
Total Municipal Property Tax	124,503	-
less Education Requisition transfers out	<u>43,866</u>	<u>-</u>
Total Net Tax Revenue	<u>80,637</u>	<u>-</u>
User Fees & sales (Certificate fees, Sales, etc.)	300	
Interest Revenue	561	181
Penalties & Costs on Taxes	-	16
Permits & licenses	150	100
Miscellaneous Revenue	352	
Recreation Revenue	<u>2,000</u>	<u>-</u>
Total Other Revenue	<u>3,363</u>	<u>297</u>
Revenue before Op. Grants	<u>84,000</u>	<u>297</u>
Transfer MSI Op grant	-	6,211
Transfer ACP grant Stormwater Mngt & Drainage	<u>63,000</u>	<u>2,074</u>
Total Grant Funding	<u>63,000</u>	<u>8,285</u>
TOTAL REVENUE	<u>147,000</u>	<u>8,582</u>
EXPENSE		
Council		
Council Honorarium	4,050	1,350
Council Travel & Subsistence	600	
Council Communications - Wi-Fi	500	413
Census & By-elections	500	
Council Memberships & Registrations	<u>350</u>	<u>125</u>
Total Council	<u>6,000</u>	<u>1,888</u>
General & Administrative Expenses		
Administration - Contract	8,900	4,535
Travel & Subsistence	100	-
Advertising & Promotions	50	-
Assessment Services	2,720	1,360
Audit & Legal	5,800	-
Communications - Courier & Postage	200	368
Memberships	1,400	1,480
Gen/Admin Materials, goods & supplies	1,250	1,575
Gen Admin Services & Bank S/C	350	143
Registrations	150	-
WCB	500	454
WebSite Maintenance	<u>580</u>	<u>493</u>
Total General & Administrative Expenses	<u>22,000</u>	<u>10,408</u>

Summer Village of Horseshoe Bay
Actual Year to Date to Budget
For the 3 months ended March 31, 2022

	Interim Budget Jan. 1 to Jun. 30, 2022	YTD 3 months Mar. 31/22
EXPENSES continued		
Roads, Streets, Walks, Lighting		
Roads services Crack filling, bridge Insp.	\$ 13,000	\$ -
Road M & repairs materials	843	
Roads Maintenance County of St Paul	2,928	2,286
Signage	500	-
Sub-total before ACP projects & Amort.	<u>17,271</u>	<u>2,286</u>
Stormwater & Drainage	63,000	2,074
Amortization - Roads & Bridges	24,729	12,364
Total Roads, Streets, Walks, Lights	<u>105,000</u>	<u>16,724</u>
Fire & Other Preventive Services		
Police Recovery costs	3,248	(80)
Emergency Management (E911)	150	77
Fire Expense County of St Paul	2,920	2,920
Reg. Emergency Management Exp	325	
Reg. Occupational Health & Safety	607	-
MuniSite (Web Map) GIS (AAG)	750	-
Total Fire & Preventive Services	<u>8,000</u>	<u>2,917</u>
Waste Management		
Waste Management contracted services	-	150
Water Management goods & supplies		
Waste Management Expenses County	12,640	-
Amortization	360	180
Total Waste Management	<u>13,000</u>	<u>330</u>
Planning, Develop't & IM Collaboration	<u>1,000</u>	<u>-</u>
Parks & Recreation		
Contracted Services - Hall	200	20
Contracted Services - Park grass & equip	2,000	-
Contracted Services -non-gov't	2,000	343
Total Contracted Services - Labour	<u>4,200</u>	<u>363</u>
Contracted Services County of St. Paul	2,000	
SV share of exp. Rec Class A assets	1,300	-
Insurance Rec. Centre & Recreation	2,800	2,919
Materials, Goods & Supplies	2,157	67
Utilities	2,500	1,202
Small capital purchases	2,000	
Amortization Parks & Recreation	2,043	1,021
Total Parks & Recreation	<u>19,000</u>	<u>5,572</u>
TOTAL OPERATING EXPENSE	<u>174,000</u>	<u>37,839</u>
NET INCOME (Deficit)	<u>-27,000</u>	<u>(29,257)</u>
Government transfers for Capital	81,000	-
Excess (Shortfall) Rev. over Exp.	<u>54,000</u>	<u>(29,257)</u>
Adj. for cash items not PSAB Rev. or Exp.		
Tangible Capital Assets expenditures	- 75,000	-
	<u>-21,000</u>	<u>(29,257)</u>
Adjustment for non-cash items		
Amortization of TCA	27,132	13,565
FINANCIAL PLAN Balance	<u>\$ 6,132</u>	<u>(15,692)</u>