

# Summer Village of Horseshoe Bay

Agenda: Regular Meeting  
Saturday, April 15, 2023  
Martin Recreation Center  
11:00 a.m.

1. CALL MEETING TO ORDER
2. ACCEPTANCE OF THE AGENDA
  - a) Additions to Agenda
3. ADOPTION OF PREVIOUS MINUTES
  - a) January 7, 2023 Regular Meeting
4. PUBLIC HEARINGS - none
5. DELEGATIONS
  - a) JMD Group: Presentation of Audited Financial Statements for year-ended December 31, 2022
6. BYLAWS
  - a) Bylaw 139/2023 Appointment of CAO
7. OLD BUSINESS
  - a) LGFF Presentation to GOA
  - b) Joint Use & Planning Agreements (JUPAs)
8. NEW BUSINESS
  - a) 2023 Budget & 3 year plan
  - b) CAO Committee & Board Appointments
  - c) Change in Banking Officials
  - d) Alberta Community Partnership (ACP) grants
  - e) Road Maintenance, Snow Removal & Weed Control Servicing Agreement
  - f) Elected Officials Professional Development
  - g) KPMG Regional Municipal Service Delivery Options Study
  - h) Municipal Census
  - i) Moved to Agenda Item 13. Confidential
  - j) FCC AgriSpirit Grant
  - k) Date for AGM and Canada Day Celebration
9. COUNCILLOR REPORTS
  - a) Dave Amyotte: In-Person Town Hall Meetings
  - b) Marg Laberge: In-Person Town Hall Meetings
10. CAO REPORT AND ACTION LIST
11. FINANCIAL REPORTS
  - a) For the 3 months ended March 31, 2023 and cheque log January 1 to March 31, 2023
12. CORRESPONDENCE
  - a) STEP Minutes and Updates
  - b) Building Code changes
13. CONFIDENTIAL
  - a) Third Party Personal Matter- FOIP Section 17

14. NEXT MEETING

15. ADJOURNMENT



# Summer Village of Horseshoe Bay

P.O. Box 1778

St. Paul, AB T0A 3A0

Phone: (780)645-4677

Email: svhorseshoebay@gmail.com

Website: www.svhorseshoebay.com

## Agenda Item Summary Report

**Agenda Item 3.a)** Minutes of January 7, 2023 Regular Meeting

**Meeting Date:** April 15, 2023

### Background/Discussion/Options

Minutes of January 7, 2023, Regular Meeting are attached for approval.

### Recommendation/RED/Comments

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MOVED BY \_\_\_\_\_ that the minutes of the January 7, 2023 regular council meeting be approved as presented.

**-Carried-**

.a)

# SUMMER VILLAGE OF HORSESHOE BAY

Minutes of Regular Meeting  
Saturday January 7, 2023  
Held via ZOOM electronic meeting  
11:00 a.m.

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

1. **CALL TO ORDER** Mayor Gary Burns called the meeting to order at 10:58 a.m.
  
2. **ACCEPTANCE OF AGENDA**  
*Res. No. 23-01-07-001* MOVED BY Deputy Mayor Dave Amyotte that the agenda be adopted with the following additions: 8.b) STEP Request for Decision & 12.b) Alberta Emergency Alert.  

**-Carried-**
  
3. **APPROVAL OF MINUTES**  
*Res. No. 23-01-07-002* MOVED BY Marg Laberge that the minutes of the October 15, 2022 regular meeting be approved as presented.  

**-Carried-**
  
4. **PUBLIC HEARING** None
  
5. **DELEGATIONS** Darcy Paulichuk was not able to attend the meeting.
  
6. **BYLAWS**
  - a) **Temporary Borrowing Bylaw 138-2023**  
*Res. No. 23-01-07-103a* MOVED BY Mayor Gary Burns that Bylaw No. 138-2023, Authorizing the Temporary Borrowing of Funds, be given first reading.  

**-Carried-**

  
*Res. No. 23-01-07-103b* MOVED BY Deputy Mayor Dave Amyotte that Bylaw No. 138-2023, be given second reading.  

**-Carried-**

  
*Res. No. 23-01-07-103c* MOVED BY Councilor Marg Laberge that Bylaw No. 138-2023, be presented at this meeting for third and final reading.  

**-Carried Unanimously-**

*Res. No. 23-01-07-103d* MOVED BY Deputy Mayor Dave Amyotte that Bylaw No. 138-2023, to Authorize the Temporary Borrowing of Funds, be given third and final reading.

**-Carried-**

**7. OLD BUSINESS**

**a) ACP Grants Request for Decision**

*Res. No. 23-01-07-004* MOVED BY Mayor Gary Burns that the Summer Village of Horseshoe Bay approve an application under ACP for the Regional Trail Master Plan project, partnering with the Town of St. Paul, Town of Elk Point and County of St. Paul, with the County of St. Paul being the managing partner.

**-Carried-**

**b) Road Contract Cost Over-run**

*Res. No. 23-01-07-005a* MOVED BY Mayor Gary Burns that council approve the cost over-run of \$22,000 to Elevated Surface Works Ltd. on the Road Contracts, due to additional asphalt needed.

**-Carried-**

*Res. No. 23-01-07-005b* MOVED BY Mayor Gary Burns that council approve an additional payment of \$22,305 to Sierra Equipment Rentals Ltd. on the Culvert Replacement Contract for additional granular backfill and additional equipment for backfilling.

**-Carried-**

**c) 2023 Draft Budgets Update**

*Res. No. 23-01-07-006* MOVED BY Mayor Gary Burns that council accept the draft 2023 operating and capital budget worksheets, as presented by the CAO, for information and discussion

**-Carried-**

**8. NEW BUSINESS**

**a) Fire Services training Grant Program**

*Res. No. 23-01-07-007* MOVED BY Deputy Mayor Dave Amyotte that the Summer Village of Horseshoe Bay support an application by the Town of St. Paul for a Fire Services Training Program Grant, in collaboration with the County of St. Paul and the Town of Elk Point.

**-Carried-**

**b) STEP Request for Decision**

*Res. No. 23-01-07-008* MOVED BY Councilor Marg Laberge that the Summer Village of Horseshoe Bay approves an application be submitted by STEP to the Northern & Regional Economic Development Program on behalf of the STEP partner municipalities including the Town of St. Paul, Town of Elk Point, County of St. Paul. Further that the County of St. Paul be the managing partner.

**-Carried-**

**9. COUNCIL REPORTS**

*Res. No. 23-01-07-009*

MOVED BY Deputy Mayor Dave Amyotte that council accept the Council reports as presented.

**-Carried-**

**10. CAO REPORT AND ACTION LIST**

*Res. No. 23-01-07-010*

MOVED BY Mayor Gary Bums to accept the CAO Report and Action List as presented.

**-Carried-**

**11. FINANCIAL REPORTS**

*Res. No. 23-01-07-011*

MOVED BY Mayor Gary Bums that the December 31, 2022 financial reports, be accepted as presented, including cheque numbers 2684 to 2721 in the amount of \$385,451.91.

**-Carried-**

**12. CORRESPONDENCE**

a) **STEP Meeting Notes**

*Res. No. 23-01-07-012*

MOVED BY Deputy Mayor Dave Amyotte to accept the November 1, 2022 STEP Meeting Notes for information.

**-Carried-**

*Res. No. 23-01-07-013*

MOVED BY Mayor Gary Bums to accept the CAO report on the status of the Summer Village involvement in the Alberta Emergency Alert (AEA).

**-Carried-**

**13. CONFIDENTIAL ITEM**

a) **To discuss an Intergovernmental matter**

*Res. No. 23-01-07-014*

MOVED BY Mayor Gary Bums that council move to closed session at 12:28 pm to discuss an Intergovernmental Relations matter, as per FOIP section 21, 22, 23 and 24.

**-Carried-**

*Res. No. 23-01-07-015*

MOVED BY Mayor Gary Bums that council return to open meeting at 12:33 pm.

**-Carried-**

*Res. No. 23-01-07-016*

MOVED BY Mayor Gary Bums that council rejects the "Local Government Fiscal Framework: Allocation Formulas Proposal", submitted by Alberta Municipalities to Alberta Municipal Affairs.

**-Carried-**

b) **To discuss a Personnel matter**

*Res. No. 23-01-07-017*      MOVED BY Mayor Gary Burns that council move to closed session at 12:37 pm to discuss a Personnel matter, as per FOIP section 17.  
**-Carried-**

*Res. No. 23-01-07-018*      MOVED BY Mayor Gary Burns that council return to open meeting at 1:06 pm.  
**-Carried-**

*Res. No. 23-01-07-019*      MOVED BY Mayor Gary Burns that the Summer Village of Horseshoe Bay hire Debbie Tyson as Assistant Municipal Administrator at a contract price of \$1,511.78 per month starting January 1, 2023  
**-Carried-**

14. **NEXT MEETING**

*Res. No. 23-01-07-020*      MOVED BY Mayor Gary Burns to set the next regular Council meeting to be held in-person at Martin Recreation Center, on April 15, 2023 at 11:00 a.m.  
**-Carried-**

15. **ADJOURNMENT**

Being that the agenda matters have been concluded the meeting adjourned at 1:23 p.m.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

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



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## Agenda Item Summary Report

**Agenda Item 5.a)** DELEGATION: JMD Group – 2022 Audited Financial Statements

**Meeting Date:** April 15, 2023

### Background/Discussion/Options

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As per the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, Section 602, audited financial statements must be prepared and submitted to the Minister by May 1 of the year following the year for which the statements have been prepared. JMD Group was appointed as the Village auditors at the Organizational meeting on August 13, 2022.

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, 2022.

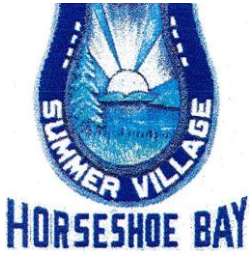
### Recommendation/RFD/Comments

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MOVED BY \_\_\_\_\_ that Council adopt the December 31, 2022 Audited Financial Statements as presented by Richard Jean, CPA, JMD Group.

-Carried-





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## Agenda Item Summary Report

Agenda Item 6.a) Appointing a Chief Administrative Officer 139/2023

Meeting Date: April 15, 2023

### Background

A Bylaw of the Summer Village of Horseshoe Bay to Appoint Debbie Tyson as Chief Administrative Officer, effective May 1, 2023.

### Recommendation/RFD/Comments

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MOVED BY \_\_\_\_\_ that Bylaw 139/2023, Appointing Debbie Tyson as Chief Administrative Officer of the Summer Village of Horseshoe Bay, effective May 1, 2023, be given first reading.

**-Carried-**

MOVED BY \_\_\_\_\_ that Bylaw 139/2023, be given second reading.

**-Carried-**

MOVED BY \_\_\_\_\_ that Bylaw 139/2023, be presented at this meeting for third and final reading.

**-Carried Unanimously-**

MOVED BY \_\_\_\_\_ that Bylaw 139/2023, Appointing Debbie Tyson as Chief Administrative Officer, be given third and final reading.

**-Carried-**

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

**BY-LAW NO. 139/2023**

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**A Bylaw of the Summer Village of Horseshoe Bay in the Province of Alberta, to appoint a Chief Administrative Officer.**

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**WHEREAS**, Section 205(2) of the *Municipal Government Act, R.S.A. 2000* and amendments thereto requires that every Council must appoint one or more persons to carry out the powers, duties and functions of the position of Chief Administrative Officer;

**AND WHEREAS**, Section 205(3) of the *Municipal Government Act, R.S.A. 2000* and amendments thereto requires that, if more than one person is appointed, Council determine by bylaw how the powers, duties and functions of the position of Chief Administrative Officer are to be carried out;

**NOW THEREFORE**, THE Council of the Summer Village of Horseshoe Bay, in the Province of Alberta, duly assembled, enacts as follows:

1. That Debbie Tyson, be appointed as Chief Administrative Officer for the Summer Village of Horseshoe Bay effective May 1, 2023
2. That Debbie Tyson, as Chief Administrative Officer, shall carry out the duties, as outlined and not limited to Part 6 of the *Municipal Government Act, R.S.A. 2000*.
3. That any previous Chief Administrative Officer appointments are hereby rescinded.
4. This Bylaw shall come into force and effect upon the final passing thereof.

Read a first time in Council this 15<sup>th</sup> day of April, A.O. 2023.

Read a second time in Council this 15<sup>th</sup> day of April, A.O. 2023.

Read a third time in Council this 15<sup>th</sup> day of April, A.O. 2023.

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Gary Burns, Mayor

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Norman Briscoe, CAO



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## Agenda Item Summary Report

### Agenda Item 7.a) Local Government Fiscal Framework (LGFF) Allocation

**Meeting Date:** April 15, 2023

#### **Background**

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See attached is a series of emails from Mike Pashak, ASVA President, regarding unspent Summer Villages MSI funding. Gary's comments and Norman's response are also attached, as well as Mike's update with Minister Schulz.

#### **Recommendation/RFD/Comments**

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The attached information is for discussion purposes. Any decision to be made by council will be determined after discussion.

**ASVA Communication on MSI Unspent Funds**

5 messages

**MIKE PASHAK** <mike.pashak@shaw.ca>  
To: Gary Burns <gmburns45@gmail.com>  
Cc: "Kathy Krawchuk ASVA, Executive Director" <execdirector@asva.ca>, svhorseshoebay@gmail.com

Sun, Apr 2, 2023 at 5:54 PM.

Mayor Gary Burns, (Hi Gary, being on the ASVA Board you know about the issue and even though your unspent funds is a small number, I thought it would be worthwhile for you to see what I am sending to the other SVs)

As you are likely aware, the Municipality Sustainability Initiative (MSI) will be ending this year. Any of the 2007 to 2018 MSI funds that are not spent on eligible projects by year end will be forfeited or returned to the Government of Alberta (GOA). This is something the Association of Summer Villages of Alberta (ASVA) and Municipal Affairs does not want to happen. The reason for my email is that ASVA has become aware that there are 23 Summer Villages in a situation where they may have to forfeit or return MSI funds to the Government.

For several years now, ASVA has been advocating for Local Government Fiscal Framework (LGFF) allocation factors that recognize Summer Villages have changed with increased year-round use and increased permanent residents. With that change the GOA and more particularly Municipal Affairs, should increase the amount of Base funding to better support Summer Villages. In my discussions with Municipal Affairs and other stakeholders, they point to the amount of unspent MSI funds as a reason for not increasing future LGFF funding to Summer Villages.

So, I am reaching out today to understand where your Summer Village is at with respect to unspent MSI funds. I also offer ASVA's support and assistance in getting those funds spent by year end. In my discussions with other Summer Villages, I hear some of the innovative things they are doing with MSI funds. If you like, my offer is to have a phone conversation with you and your CAO or to virtually attend a Council meeting to discuss what ever you would like related to this topic or ASVA.

The data that Municipal Affairs has is likely a year old as the 2022 SFE's have not been filed yet. So, it would be beneficial for me to know where you are currently at with MSI and be in a position to update Municipal Affairs and others about your situation. To do so, here are my questions:

1. Have you spent all your 2007 to 2018 MSI funds?
2. If you have not spent those funds, do you have plans in place to spend the funds by year end?
3. What can ASVA do to help?

Regards,  
Mike Pashak  
President, ASVA  
(403) 620-1543

**Norman Briscoe** <svhorseshoebay@gmail.com>  
To: Gary Burns <gmburns45@gmail.com>, Dave Amyotte <dave@amyotteweld.ca>, Marg Laberge <labergegm@gmail.com>, Debbie Tyson <debbietyson12@gmail.com>

Mon, Apr 3, 2023 at 2:55 PM

Unspent MSI Funds.

Gary: Do you want me to respond directly to Mike?  
The answers to his questions are:

The SVHB has spent all MSI funds from 2007 to 2020, and into our 2021 allocation. The remaining \$63,697 from 2021 to 2023 will likely all be spent in 2023.

We still have approx \$23,000 road and \$55,000 bridge work carried over from 2022. Any remaining unspent MSI money can be spent on the beach area by the dock and the hall renovations and addition..

Part of the culvert work will be funded from the AB Transportation grant. However, I do not know the amount. It depends on what expenditures Transportation says are eligible for their grant.

It doesn't surprise me that so many SVs have unspent money. With the insufficient amount of MSI allocations Summer Villages receive it takes years to save up enough money to do major projects like road resurfacing, etc.

*Norman R. Briscoe*  
Chief Administrative Officer  
Summer Village of Horseshoe Bay  
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svhorseshoebay@gmail.com  
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**Gary** <gmburns45@gmail.com>  
To: Norman Briscoe <svhorseshoebay@gmail.com>  
Cc: Dave Amyotte <dave@amyotteweld.ca>, Marg Laberge <labergegm@gmail.com>, Debbie Tyson <debbietyson12@gmail.com>

Mon, Apr 3, 2023 at 3:18 PM

Hi Norm and all  
Great reply Norm. I knew you were on top of this and kept Council updated on a regular basis. Thanks  
I would like you to reply to Mike. I like your comment about saving for years to get enough money for large projects. The ASVA wanted to ensure this money is ALL spent in 23. We found out some Summer Villages have \$500,000 of unspent money and as a result the Government keeps saying why are the Summer Village asking for additional money when they have not spent what they have. Good question!  
Cheers  
Gary

Sent from my iPad

On Apr 3, 2023, at 1:55 PM, Norman Briscoe <svhorseshoebay@gmail.com> wrote:



## **ASVA - LGFF Briefing Note (15dec22)**

Summer Villages have changed.

Summer Villages are no longer just seasonal recreational communities operating for only a portion of the year, as they were many decades ago. The growth in permanent year-round dwellings has been phenomenal.

Today, Summer Villages are vibrant communities that have many residents living there year-round and with many more residents utilizing their lake home throughout the entire year. Summer Villages have become sustainable municipalities that are a well-respected, recognized level of government and stewards of our lakes.

Forty five percent of the Summer Villages are now similar in size to a regular Village. This change has driven the need for year-round infrastructure. Like all other municipalities, Summer Villages now require all-weather roads, water and waste water systems, municipal buildings, trail systems, and recreational facilities.

To ensure their long term viability and meet the needs and demands of their residents, Summer Villages are dependent on the base funding allocation under MSI and the future LGFF to provide that capital infrastructure.

The ASVA records show that the last increase in grant funding for Summer Villages came in 1957 when a Summer Village successfully advocated for an increase to the Municipal Assistance Grant. That success meant the Summer Village portion of that grant increased from 25% of what other municipalities got to 50% of what other municipalities got.

The ASVA LGFF proposal recognizes that Summer Villages have changed and, on average, the Summer Village Base Amount would increase from what it is today to 75 percent of what all other municipalities get.

The ASVA proposal for LGFF allocation factors provides support to municipalities that have more Tangible Capital Assets (TCA) to upgrade and maintain, less fiscal capacity to self fund capital additions, and those with a high reliance on base funding. It also uses Total Private Dwellings instead of Population to identify growth pressures and core infrastructure needs.

The amount of historical MSI funding related to Education Tax Requisition is removed and allocated between TCA and a municipality's fiscal capacity. This recommendation also increases the Base amount of funding to better support villages and summer villages; approximately 137 of 340 municipalities in Alberta.

This proposal also includes unique and innovative method to allocate a portion of base funding between Summer Villages to better support the larger Summer Villages; those that are similar in size to a Village.

Knowing that change is difficult and getting buy-in from all municipalities for a new LGFF allocation formula will be even more difficult, the ASVA has proposed staying with familiar allocation factors and percent splits with some updates to the allocation factors that may better represent the drivers of infrastructure needs. The percentages proposed for the various factors do result in replicating the historical split in funding between the urban and rural municipalities.

**Table 1 – ASVA Recommendations for weighting of LGFF allocations factors**

<b>ASVA Recommendation</b>		
<b>Allocation Factors</b>	<b>MSI Capital &amp; BMTG</b>	<b>LGFF</b>
Population	58%	-
Total Private Dwellings (note 1)	-	58%
Education Tax Requisition/Assessment	30%	-
Roads (KM of local roads)	12%	12%
Tangible Capital Assets (TCA)	-	15%
Own-Source Revenue to Assessment	-	15%
Base Amount - Standard	\$110K	\$125K
Base Amount - Summer Villages (note 2)	\$63K	\$94K

Note 1 – Total Private Dwellings is a Statistics Canada data point in their Census of Population.

Note 2 – The Base Amount for Summer Villages in the above table is 75 percent of the standard amount and represents the average amount per Summer Village. More specifically, all Summer Villages get a base amount of \$72K and then an additional \$150 per Private Dwelling.



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## Agenda Item Summary Report

**Agenda Item: 7.b)** Joint Use & Planning Agreements (JUPAs)

**Meeting Date:** April 15, 2023

### Background/Discussion/Options

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See attached Letter and MINISTERIAL ORDER NO. MSD:013/23, from Rebecca Schultz, Minister of Municipal Affairs.

### Recommendation/RFD/ Comments

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Presented for information and discussion. No action is required by council at this time.

MOVED BY \_\_\_\_\_ that council accept the attached report for discussion and information.

-Carried-



ALBERTA  
ALBERTA

Minister of Municipal Affairs

*O'fite n'lh'Al'JiS1,'1  
ivf:\, C'uf::,ju y-Shu"*

AR110902

Dear Chief Elected Official:

Joint use and planning agreements (UPAs) between municipalities and school boards operating within municipal boundaries enable the integrated and long-term planning and use of school sites on municipal reserve, school reserve, and municipal and school reserve lands.

On June 10, 2020, Section 670.1 of the *Municipal Government Act* was proclaimed, setting the deadline for municipalities to complete these agreements with the applicable school boards by June 10, 2023.

The ministries of Municipal Affairs and Education have heard from municipalities and school boards about the challenges of meeting this deadline. My colleague, the Honourable Adriana LaGrange, Minister of Education, and I have agreed to extend the deadline for municipalities and school boards to June 10, 2025, to provide sufficient time to complete these agreements.

In addition to this extension granted as per Ministerial Order No. MSD:013/23, the Ministry of Municipal Affairs can provide additional supports to municipalities to assist with the development of these agreements. Questions regarding UPAs can be directed to a planning advisor at [ma.advisor@gov.ab.ca](mailto:ma.advisor@gov.ab.ca), or toll-free by first dialing \$10-0000, then 780-427-2225. Should municipalities require support to mediate discussions with school boards, please email [municipalcollaboration@gov.ab.ca](mailto:municipalcollaboration@gov.ab.ca) or call the number above for more information.

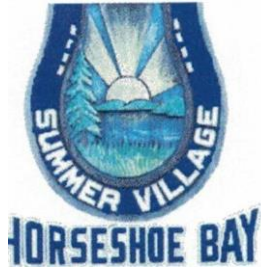
Sincerely,

Rebecca  
Minister

Attachment: Ministerial Order No. MSD:013/23

cc: Honourable Adriana LaGrange, Minister of Education





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## Agenda Item Summary Report

Agenda Item 8.a) 2023 Budget and 3 year plan

Meeting Date: April 15, 2023

### Background

Attached are the following:

- Page 1 & 2: Operating Budget Summary
- Page 3 & 4: Operating Budget Detail
- Page 5: Capital Budget
- 2023 Budget & 3 Year Financial Plan

### Recommendation/RFD/Comments

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

MOVED BY \_\_\_\_\_ that council approve the 2023 Municipal Operating & Capital Budgets and 3 year plan as per Sections 242(1) & 245 of the MGA, as follows:

#### Revenue

Total Property Revenue	\$ 135,510
Less: Requisitions	40,460
<b>Net Municipal Property Taxes</b>	<b>95,050</b>
Other Revenue	5,560
Government Transfers for Grants, Op & Capital	424,390
<b>Total Revenue</b>	<b>525,000</b>

#### Expenses

Operating Expenses	502,000
Revenue over Expenses before Capital Expenditures	23,000
Tangible Capital Additions	-120,000
Deficiency of Revenues over Expenses, before non-cash items	- 97,000
Adjustment for non-cash items:	
Amortization	81,873
Transfer from Unrestricted Surplus	15,127

<b>Financial Plan Balance</b>	<b>\$ 0</b>
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-Carried

8.a)



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## Agenda Item Summary Report

### Agenda Item 8.b) CAO Committee and Board Appointments

**Meeting Date:** April 15, 2023

### Background

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The Summer Village CAO currently holds the following positions or Committee memberships.

Development Authority and Development Officer

- Intermunicipal Subdivision & Development Appeal Board Clerk
- Municipal Planning Commission Clerk
- Intermunicipal Assessment review Board Assistant Clerk
- intermunicipal Development Plan (IDP) Committee Member
- Weed Control Inspector

With the appointment of Debbie Tyson as Chief Executive Officer (CAO), she assumes responsibility for the above appointments.

### Recommendation/RFD/Comments

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

- Development Authority and Development Officer
- Intermunicipal Subdivision & Development Appeal Board Clerk
- Municipal Planning Commission Clerk
- Intermunicipal Assessment Review Board Assistant Clerk
- Intermunicipal Development Plan (IDP) Committee Member
- Weed Control Inspector

**-Carried-**

## **SUMMARY OF SVHB APPOINTMENTS**

The following appointments are made annually at the Organizational Meeting.

### Development Authority & Development Officer

- CAO

### Sub-Division Authority

- Jane Dauphinee of Municipal Planning Services

### Intermunicipal Subdivision & Development Appeal Board

- Wayne Overbo: Member-at-large
- CAO: Clerk

### Municipal Planning Commission

- Mayor Gary Burns: Chairman
- Deputy Mayor Dave Amyotte: Vice Chairman
- CAO: Clerk

### Intermunicipal Assessment Review Board

- Mayor Gary Burns: Village Rep on Board
- CAO: Assistant Clerk

### Regional Emergency Advisory Committee

- Marg Laberge
- Dave Amyotte

### ICF Intermunicipal Collaboration Committee

- Deputy Mayor Dave Amyotte
- Councilor Marg Laberge

### Weed Control Inspector

- CAO or as appointed by CAO

### STEP Economic Development Alliance Representative

- Deputy Mayor Dave Amyotte



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## Agenda Item Summary Report

**Agenda Item 8.c)** Change in Banking Officials

**Meeting Date:** April 15, 2023

### **Background**

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With the appointment of Debbie Tyson as Chief Executive Officer (CAO) a change in Banking Officials is required, removing Norman Briscoe and assigning Debbie Tyson as signing authority in the Administrator's position.

### **Recommendation/RFD/Comments**

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MOVED BY \_\_\_\_\_ that the banking signing officers for the Summer Village of Horseshoe Bay are as follows: Gary Burns and/or Dave Amyotte and/or Marg Laberge sign in the Mayor's position AND Debbie Tyson sign in the Administrators position.

**-Carried-**



# Summer Village of Horseshoe Bay

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

## Agenda Item Summary Report

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

**Meeting Date:** April 15, 2023

### **Background**

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Attached please find:

- Letters to SVHB, Town of St. Paul and County of St. Paul regarding successful grant applications.
- Communication re: ACP Investor Readiness Project
- Designation Press Release re: Alberta Advantage Immigration Program's Rural Renewal Stream

### **Recommendation/RFD/Comments**

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For information only.



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister*

*111, 11th Avenue S.W., Calgary, Alberta*

AR110742

March 21, 2023

Reeve Glen Ockerman  
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 cooperative 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 has been approved for a grant of \$122,000 under the Intermunicipal Collaboration component of the 2022/23 ACP in support of your Regional Trails Master Plan project. This approval does not signify broader provincial 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 Government of Alberta 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 that 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 by first dialing 310-0000, then 780-422-7125, or at [acp.grants@gov.ab.ca](mailto: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 black ink, appearing to read "Rebecca Schulz". The signature is fluid and cursive, with the first name being more prominent.

Rebecca Schulz  
Minister

cc: Honourable Brian Jean, KC, MLA, Fort McMurray-Lac La Biche  
Honourable 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  
Sheila Kitz, Chief Administrative Officer, County of St. Paul  
Ken Gwozdz, Chief Administrative Officer, Town of Elk Point  
Steven Jeffery, Chief Administrative Officer, Town of St. Paul  
Norman Briscoe, Chief Administrative Officer, Summer Village of Horseshoe Bay



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister*

*ALA. Calga1.v-Shaiv*

March 21, 2023

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

Dear Mayor Miller:

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and cooperative 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 \$154,500 under the Intermunicipal Collaboration component of the 2022/23 ACP in support of your Rural Renewal Stream Project project. This approval does not signify broader provincial 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 Government of Alberta 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 that 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 by first dialing 310-0000, then 780-422-7125, or at [acp.grants@gov.ab.ca](mailto: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 black ink, appearing to read "Rebecca Schulz". The signature is fluid and cursive, with the first name "Rebecca" being larger and more prominent than the last name "Schulz".

Rebecca Schulz  
Minister

cc: Honourable Brian Jean, KC, MLA, Fort McMurray-Lac La Biche  
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  
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  
Sheila Kitz, Chief Administrative Officer, County of St. Paul



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister*

*Alberta, Calgary-Sherwood*

March 21, 2023

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

Dear Mayor Burns:

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and cooperative 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 \$180,000 under the Intermunicipal Collaboration component of the 2022/23 ACP in support of your Investment Readiness Assessment & Investment Attraction Strategy project. This approval does not signify broader provincial 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 Government of Alberta 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 that 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 by first dialing 310-0000, then 780-422-7125, or at [acp.grants@gov.ab.ca](mailto: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 black ink, appearing to read "Rebecca Schulz". The signature is fluid and cursive, with the first name being more prominent.

Rebecca Schulz  
Minister

cc: Honourable Brian Jean KC, MLA, Fort McMurray-Lac La Biche  
Glenn van Dijken, MLA, Athabasca-Barrhead-Westlock  
David 8. Hanson, MLS, Bonnyville-Cold Lake-St. Paul  
Mayor Parrish Chi-Kin Tung, Town of Elk Point  
Mayor Maureen Miller, Town of St. Paul  
Reeve Glen Ockerman, County of St. Paul  
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



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

**ACP - Investor Readiness Project**

1 message

**Linda Sallstrom** <lsallstrom@stepeconomicdevelopment.ca>  
To: svhorseshoebay@gmail.com  
Cc: skitz@county.stpaul.ab.ca, PCorbiere@county.stpaul.ab.ca

Wed, Apr 5, 2023 at 10:39 PM

Norm

Touching base on our successful ACP Application for the Investor Readiness Project which was recently announced. I am happy to let you know that we have already been working towards many elements of Investor Readiness through our ongoing Labour Market Project held by the County. Additionally, we were successful for CanExport Community Investments (Foreign Direct Investment) funding in the sum of \$30,000 to develop Ag sector profiles. As I have already been working with Mark Baxter with Outlook Market Research, I would like to continue that work and have proposed we break the funding into projects which we will award separately. I have discussed with Sheila, and she does not have any concerns with this approach and hope to get your approval as well. I note that across all of our STEP projects we are working with numerous consultants, including Expedition Management, HM Aero and look forward to working with RC Strategies, so we are not concerned with sole sourcing in this manner.

I have asked Mark to provide me quotes for the following:

1. Regional Competitiveness Analysis Project \$56,000
2. Regional Investment Attraction Strategy Project \$60,000 (this contract would be invoiced in two pieces: SVHB/ACP \$30,000 and County/CECI \$30,000)
3. Regional Investment Marketing and Advocacy \$70,000

The total ACP grant is \$180,000, which leaves the remaining part of the grant which is allocated for STEP management and advocacy at \$24,000 (approved in the grant funding), which the County/STEP would invoice the SVHB to move the funds from the grant into the STEP budget.

Please review and advise if there are any concerns or if you have any questions. Thank you.

*Linda Sallstrom*

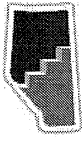
Economic Development Officer

STEP Economic Development Alliance

780-646-2975

lsallstrom@stepeconomicdevelopment.ca

www.stepeconomicdevelopment.ca

**STEP**St. Pauli€lkP0Int  
EcoMfult Development Alliatl d,l

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**3 attachments****STEP - Regional Competitive Analysis Project - QUOTE.doc**

EJJ77K

**STEP - Regional Investment Attraction Strategy Project - QUOTE.doc**

EiJ SOK

**STEP - Regional Investment Marketing and Advocacy Project - QUOTE.doc**

EeJ SOK



# COUNTY OF ST. PAUL

## ***NEWS RELEASE***

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March 21, 2023  
For immediate release

St. Paul, AB – County of St. Paul, including the Town of St Paul, the Town of Elk Point, and the Summer Village of Horseshoe Bay, has been designated under the Alberta Advantage Immigration Program’s Rural Renewal Stream (RRS).

The RRS addresses current labour needs and skill shortages in rural Alberta communities and helps newcomers settle into the community. This stream is community-driven. Once designated the community works with employers to attract, recruit and retain newcomers by sharing information on settlement supports.

The RRS designation enables employers working through the program to provide foreign nationals with employment, surpassing the need for a Labour Market Impact Assessment (LMIA) and allowing the foreign national to enter directly into the Alberta Advantage Immigration Program.

The RRS designation was applied for and will be administered by STEP Economic Development Alliance on behalf of the municipalities, with the support of the St. Paul & District Chamber of Commerce, the Elk Point Chamber of Commerce, the Portage Community Adult Learning Program (CALP) and other community partners.

“STEP’s previous work with the Rural Development Network to assess the needs of newcomers to rural communities prepared us for the successful application,” STEP Chair and County Councillor Darrell Younghans said. “While the communities have been recruiting medical professionals through their own efforts, more was needed to be done to attract labour to the region.”

To be eligible for the program, businesses must be located within the boundaries of the County of St. Paul, inclusive of the Towns of St. Paul and Elk Point and the Summer Village, must have permanent, full time positions they are unable to fill, and good standing with federal, provincial and municipal regulations.

STEP will work towards standing up the program within the next four weeks and once completed, details of the RRS program will be advertised and made available online.

For more information, please contact:  
Linda Sallstrom  
Economic Development Officer  
[lsallstrom@stepeconomicdevelopment.ca](mailto:lsallstrom@stepeconomicdevelopment.ca)  
780-646-2975



# Summer Village of Horseshoe Bay

P.O. Box 1778  
St. Paul, AB TOA 3A0  
Phone: (780)645-4677

Email: svhorseshoebay@gmail.com  
Website: www.svhorseshoebay.com

## Agenda Item Summary Report

**Agenda Item 8.e)** Road Maintenance, Snow Removal and Weed Control  
Agreement with County of St. Paul

**Meeting Date:** April 15, 2023

### Background

The Road Maintenance, Snow Removal, Mowing and Weed Control Servicing Agreement with the County of St. Paul has been amended by the County effective February 28, 2023.

A copy of the Amended Agreement and the expired agreement are attached.

Changes or Amendments:

#### TERMS OF AGREEMENT

Section 2.1: This agreement shall take force upon signing and remain in effect until December 31, 2027

#### SUMMER VILLAGE OBLIGATIONS

Section 4.2: The Summer Village shall inform the County as to the location of possible obstacles and obstructions, including but not limited to curbing **AND CULVERTS**, that must be avoided when delivering services contemplated herein.

#### RATES

Section **8: All services identified in this agreement provided by the County to the Summer Village shall be provided at the annual rates established by the Alberta Roadbuilders and Heavy Construction Association less 20%.**

Mowing and Weed Control Services at a rate of \$125.00 per hour has been discontinued, and will now be charged as above.

### Recommendation/RED/Comments

---

MOVED BY \_\_\_\_\_ that council approve the renewal of the Road Maintenance, Snow Removal & Weed Control agreement with the County of St. Paul.

-Carried-

e)



# Summer Village of Horseshoe Bay

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## Agenda Item Summary Report

**Agenda Item 8.f)** Elected Officials (EO) Professional Development  
Attendance and Training at Courses for Councillors

**Meeting Date:** April 15, 2023

### **Background**

---

A request was received for this item on the Agenda, for Council to discuss.

The Summer Village does not have a Policy for "Elected Officials Professional Development".

**Policy # 7 – Travel and Expense Policy**, only provides for reimbursement to Council for travel, meals accommodations and subsistence expenses incurred during the performance of their duties.

Policy #7 is attached.

### **Recommendation/RFD/Comments**

---

A Request for Decision will be decided after discussion by council.

MOVED BY \_\_\_\_\_ that council

**-Carried-**





# Summer Village of Horseshoe Bay

Effective Date: April 23, 2022

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 used by CRA to calculate travel expenses. 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  
Amended by *Resolution 22-04-23-030*: April 23, 2022



# Summer Village of Horseshoe Bay

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

## Agenda Item Summary Report

### Agenda Item 8.g) KPMG Regional Municipal Service Delivery Options Study

**Meeting Date:** April 15, 2023

#### **Background**

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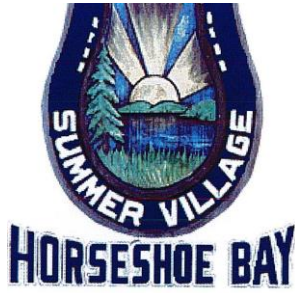
The Town of St. Paul, the County of St. Paul, the Town of Elk Point, and the Summer Village of Horseshoe Bay comprise a region with a combined population of over 13,600. Despite having an address in one of these four communities, people are regional citizens. They live, work, play and build community across municipal borders. Similarly, citizen expectations around their ability to access services within the region have grown. While this is a justified request, many considerations must be made in order to conceptualize and undertake a region-wide initiative.

In addition, there has been a province-wide initiative to increase collaboration among municipalities, exacerbated by the challenges presented by the COVID-19 pandemic to more remote communities

#### **Recommendation/RFD/Comments**

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For information only.



# Summer Village of Horseshoe Bay

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

## Agenda Item Summary Report

### Agenda Item 8.h) Municipal Census

**Meeting Date:** April 15, 2023

#### Background

Municipal Affairs has received feedback since 2019, when the Government of Alberta announced its intention to move from municipal census counts to population estimates, that municipalities strongly prefer the recognition of municipal census counts. Effective 2024, municipalities can once again conduct their own census.

#### Recommendation/REF/Comments

---

The attached information is for discussion purposes. Any decision to be made by council will be determined after discussion.

-Carried-

Attention: Chief Administrative Officers, Municipal Clerks, and Census Coordinators

Re: Municipal Census Regulation and Municipal Census Manual

In 2019, the Government of Alberta announced its intention to move from municipal census counts to population estimates for the purposes of allocating provincial grants to municipalities. Over the last several months, former Minister of Municipal Affairs Ric Mciver and I have both heard that municipalities strongly prefer that we revert to the recognition of municipal census counts. As a result of that feedback, and after consultation with my colleague the Honourable Travis Toews, President of Treasury Board and Minister of Finance, I am pleased to announce the approval of the Municipal Census Regulation and Municipal Census Manual.

The attached regulation and manual not only outline municipal census requirements, but also incorporate the feedback we have received since 2019, including updating the definitions of "usual residence" and "shadow population." In addition, we have extended the period for enumeration, and for how long the ministry will recognize a municipal shadow population count.

The manual was developed in partnership with Statistics Canada and addresses many of the concerns identified by you, our municipal partners. The manual, when used alongside the Municipal Census Regulation, provides municipalities with the tools necessary to conduct a municipal census that is consistent with best practices and ensures an accurate population count.

Some of the more notable enhancements over previous versions include:

- standardized methodology to enumerate persons with no usual residence;
- alignment of collection methodologies to reflect best practices and key learnings from the most recent federal census;
- updates to key census definitions including usual residence and shadow population;
- standardized approach to enumerating shadow population;
- the ability to include an estimated resident count for non-contacted dwellings and refusals recognized as part of the population total;
- a mechanism to review population submissions and verify population counts; and
- several other textual changes to the included forms, templates, and materials.

The new regulation and census manual will allow municipalities to conduct a census in 2024. Following the submission of the 2024 results, my department will be reaching out to you in an effort to capture what worked well, and what could be improved.

If you have any questions or would like additional information regarding the regulation or manual, please contact a Municipal Information Advisor by email at [ma.ugdates@gov.ab.ca](mailto:ma.ugdates@gov.ab.ca) or by telephone, toll-free by first dialing 310-0000, then 780-422-2555.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rebecca Schulz', with a large, stylized initial 'R'.

Rebecca Schulz  
Minister

Attachment: Municipal Census Regulation and Manual



# 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. j) FCC AgriSpirit Grant for Martin Rec Centre Improvements

**Meeting Date:** April 15, 2023

#### **Background**

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Ron Dechaine (Regional Municipality Energy Manager) has identified a possible funding opportunity to support energy efficiency initiatives that help reduce the buildings energy footprint.

Please see attached correspondence

In light of discussion about possible hall improvements, attached find success grant applications for 2021 and 2022 funded through the AgriSpirit Grant.

Also find attached the Risk Assessment and the Recommendations from July, 2022.

Grant application period is April 15 – May 15, 2022

#### **Recommendation/RFD/Comments**

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This agenda item is for discussion and information purposes. Any action required by council will be identified at the meeting.

## Ron Dechaine

Regional Municipal Energy Manager  
County of St Paul  
C: (780) 645-1270  
E: [rdechaine@county.stpaul.ab.ca](mailto:rdechaine@county.stpaul.ab.ca)

**From:** Prashant Patel <[prashant.patel@cleareresult.com](mailto:prashant.patel@cleareresult.com)>

**Sent:** Tuesday, April 11, 2023 9:29 AM

**To:** 'Peter Casurella' <[energy@raymond.ca](mailto:energy@raymond.ca)>; Ron Dechaine <[rdechaine@county.stpaul.ab.ca](mailto:rdechaine@county.stpaul.ab.ca)>; Nathan Schaper <[nschaper@leduc.ca](mailto:nschaper@leduc.ca)>; kim.welby <[kim.welby@progressivewestc.com](mailto:kim.welby@progressivewestc.com)>; Energy at City of St. Albert <[energy@stalbert.ca](mailto:energy@stalbert.ca)>; Sarfaraz Khan <[skhan@town.jasper.ab.ca](mailto:skhan@town.jasper.ab.ca)>; Kunle Olowosejeje <[kolowosejeje@cityofgp.com](mailto:kolowosejeje@cityofgp.com)>; Sarfaraz Khan <[skhan@jasper-alberta.ca](mailto:skhan@jasper-alberta.ca)>; Brandon Sandmaier <[bsandmaier@sturgeoncounty.ca](mailto:bsandmaier@sturgeoncounty.ca)>; Sheri Young <[syoung@okotoks.ca](mailto:syoung@okotoks.ca)>; Joad Clement <[joad.clement@airdrie.ca](mailto:joad.clement@airdrie.ca)>; Adeniyi.Adeaga <[Adeniyi.Adeaga@FoothillsCountyAB.ca](mailto:Adeniyi.Adeaga@FoothillsCountyAB.ca)>; Energy <[energy@pinchercreek.ca](mailto:energy@pinchercreek.ca)>  
**Cc:** Emily Plihal <[emilyplihal@hotmail.com](mailto:emilyplihal@hotmail.com)>; Calvin Lechelt <[Calvin@abmunis.ca](mailto:Calvin@abmunis.ca)>; Dhanvir Singh <[Dhanvir@abmunis.ca](mailto:Dhanvir@abmunis.ca)>; Hammad Ahmed <[Hammad@abmunis.ca](mailto:Hammad@abmunis.ca)>; Daman Kochhar <[daman.kochhar@cleareresult.com](mailto:daman.kochhar@cleareresult.com)>

**Subject:** Funding Alert! FCC AgriSpirit Fund

Hi everyone,

Farm Credit Canada (FCC) offers [FCC AgriSpirit Fund](#) to support energy efficiency initiatives that help reduce the building's energy footprint. Please review the below details for further information on available funding:

### Eligible recipients

Town, city, rural municipality under 150,000 people

### Eligible projects types

Following are a few examples of the eligible projects

- Construction of or upgrades to community buildings, e.g., building washrooms for the community center
- Renovation or upgrades that reduce a building's energy footprint
  - Insulation, overhead doors,
  - Upgrade commercial appliances, HVAC systems, DHW systems
  - Lighting upgrade, lighting controls,
  - Upgrade ice-making equipment, solar, etc.

Refer to the [list of past projects](#) to get an idea of the types of projects being funded

### Funding amount



There is no information on the funding amount per municipality and the % contribution to the total cost; however, past projects show a range of funding amounts between \$5000 to \$25,000 per municipality.

The total budget of the fund is \$1.5 million which gets distributed across all the provinces.

### **Application deadline**

Applications are open from **April 15 – May 15, 2023**

Refer to the [FAQ page](#) for more details on the funding. Thank you [@Emily Plihal](#) for sharing the information in the first place.

Regards,

**Prashant Patel**, MSc, CEM

*MEM Coach*

Direct 587.938.2384 • Main 587.414.1402

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Providing technical support to [Municipal Climate Change Action Centre](#)

## 2022 Successful AgriSpirit Grants

### Alberta

#	Organization	Amount	Project
1	Alberta Sports Hall of Fame and Museum Society	\$18,000	Create outdoor recreation facilities for public use at the hall of fame museum.
2	Athabasca County – Grassland Agricultural Society	\$15,000	Upgrade hall addition, metal roof, girders and replace insulation.
3	Edberg Library Board	\$15,000	Retrofit the old fire hall to house the library and children centre.
4	Elder’s Caring Shelter Society of Grande Prairie	\$20,000	Purchase commercial appliances for the shelter, including a fridge, freezer, kitchen upright fridge, washer and dryer.
5	Foot Hills County – Millarville Racing and Agricultural Society	\$12,000	Upgrade the agricultural society’s electrical for farmer's market vendors and events.
6	Lac La Biche County – Rich Lake Recreation and Agricultural Society	\$20,000	Build washrooms for the community centre.
7	Lac Ste. Anne County – West-Central Forage Association	\$15,000	Install heating and insulation in the forage association equipment shop to offer year-round events.
8	Lac Ste. Anne County – Rich Valley Agricultural Society	\$15,000	Update the agricultural grounds and riding arena.

#	Organization	Amount	Project
9	Leduc & District Food Bank Association	\$20,000	Create a satellite food bank in the City of Beaumont.
10	Nanton Ministerial Association	\$20,000	Increase food bank capacity and sustainability, by purchasing a freezer, refrigerator, freeze dryer and standby generator.
11	Red Deer Public School District Foundation	\$25,000	Create a solar passive greenhouse to support food literacy at the school.
12	Stavely and District Agricultural Society	\$10,500	Purchase insulated overhead doors and a refrigeration unit for the concession.
13	Stavely Community Centre	\$5,000	Purchase a new refrigeration unit for the community centre.
14	The Mustard Seed Foundation	\$8,500	Create a food storage shed for the food bank.
15	Vegreville Preschool Association	\$10,000	Replace all fluorescent lights with LED lighting in the childcare facility.
16	Village of Nampa - Nampa and District Agricultural Society	\$20,000	Install security system and upgrade ice making equipment.



# 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. k)** Date for A.G.M. & Canada Day Celebration

**Meeting Date:** April 15, 2023

### **Background**

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The Village's annual AGM is generally held near the Canada Day long weekend and in conjunction with Canada Day activities

Therefore, if council sees fit, we can proceed with the following plans:

1. to hold an in-person Annual General Meeting (AGM) and Canada Day celebration. July 1 is on a Saturday
2. Solicit volunteers to plan and execute the Canada Day celebration.

### **Recommendation/RFD/Comments**

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Administration recommends that the AGM be held the morning of Saturday, July 1, 2023, followed by a Canada Day celebration in the afternoon and evening.

MOVED BY \_\_\_\_\_ that council proceed with an in-person Annual General Meeting to be held Saturday, July 1, 2023 at Martin Recreation Center, followed by a Canada Day Celebration.

**-Carried-**

Summer Village of Horseshoe Bay

April 15, 2023

**CAO Report and Action List**

What		Status & Comments
	<b>Capital Projects and Grants</b>	see agenda item 8 a) Capital projects update.
1	<p>Road pavement overlay</p> <p>Funding source: <b>MSI</b>, CCBF &amp; accumulated surplus</p> <p>Budget amount \$ 387,000</p> <p>Total spent to Dec. 31, 2022 is <u>397,351</u></p> <p>Overspent to Dec31, 2022 (10,351)</p> <p>Estimate to complete in 2023 <u>23,000</u></p> <p>Estimated total amt over budget \$ <u>33,351</u></p> <p>Will require 2023 MSI grant application</p>	<p>Pavement overlay of 72% of SV roads has been completed except for repairs of deficiencies on Twp Rd 594, driveway approaches &amp; new culvert paving. We did not get this work done last fall because of the early winter. The repair of the deficiencies, finishing the paving work, and supply &amp; spread of gravel for the approaches to driveways will be done in late spring or early summer.</p> <p>The remaining roads overlay will have to wait until we have sufficient grant and accumulated surplus money. Once we know the final cost of 2023 projects we can start calculating this amount. There is an estimated \$28,000 to be done on roads. \$23,000 to complete approaches plus an estimated \$5,000 for crack sealing, etc.</p>
2	<p>Bridge Culvert</p> <p>Funding source is AT grant for \$275,250 &amp; \$91,750 from MSI &amp; ACP grants.</p> <p>Budget amount \$ 367,000</p> <p>Total spent to Dec. 31, 2022 is <u>288,114</u></p> <p>Unspent at Dec 31, 2022 78,886</p> <p>Estimate to complete in 2023 plus contingency for Apex gas line &amp; other <u>5,000</u></p> <p>Estimated under budget \$ <u>18,886</u></p>	<p>The contractor completed assembly &amp; installation of the culvert in November 2022. There is still some seeding work to be done &amp; paving the road over the culvert area. We also have to put in a guard rail on the north side of the road, and we have to put a fence around both ends of the culvert to prevent vehicles, RVs and people from falling over the end. The estimated cost of this work is \$55,000 to \$60,000.00</p>
3	<p>Community dock &amp; public beach area.</p> <p>There is still work to be done on the east end of TWP RD 594 Road Allowance to develop it as a day use area and park.</p> <p>Unspent MSI grant at Dec. 31, 2022 is \$ <u>7,737</u></p> <p>which is available for development of the beach area</p>	<p>I put \$8,000 in the 2023 budget for the dock &amp; beach area. It can be used for sand, fine gravel, spreading &amp; leveling, benches, waste container, signs, etc.</p>
4	<p>Martin Rec. Center betterment &amp; enhancement and addition of office &amp; storage area to the hall</p> <p>Source of funding is the balance of MSI Capital allocations of \$21,346 plus unspent MSI Capital funding received in prior years \$6,534</p>	<p>I have not done the budgeting for an addition until I have a better idea of how much money is available for the hall &amp; park work.</p> <p>Based on the information I have now a 12' x 24' addition (288Sqft), would cost at least \$40k plus another \$20k for fixing up the hall, for a total of \$60k plus. There is \$60,000 in the 2023 budget for the hall &amp; park.</p>
5	<p>Stormwater Management for 2023</p> <p>MPE have provided the Preliminary Design drawings Implementation of stormwater &amp; drainage, and the tender documents for use in the future. No work is planned for 2023.</p> <p><b>MSI &amp; ACP grants cannot be used for work done on private land</b>. Government funding can only be used for work on municipal owned land.</p>	<p>The design drawings and tender documents provide us with a "job ready" project. If a grant opportunity arises which requires immediate response we have a project.</p> <p>The tenders will likely require updating for cost estimates.</p> <p>Grant funding for SW will have to wait until 2024 under the LGFF program</p>
6	<p>Purchase of Crown Land below the east side of Martin Point Drive</p>	<p>We are still waiting for Public Lands reply to our application to purchase the public land just south of the east end of TWP RD 594 GRA along the shoreline.</p>
7	<p>Get SV Hanging sign refurbished</p>	<p>Dave Amyotte is checking on this item.</p>
8	<p>Road and other signs</p> <p>An inventory should be taken of all missing, damaged or new signs required</p>	<p>Some signs to be replaced or installed are TWP RD 594 &amp; STOP sign at RR'101, 2 Horseshoe Bay signs on 590, new signs for culvert, dock safety signs, Lot address signs 23A, 23B, &amp; 52 &amp; maybe others.</p>
9	<p>School Board elections for SV Residents</p>	<p>I contacted St Paul Elk Point Education Regional Division #1 after the last municipal elections concerning permanent residents voting for school trustees. Both the SPERO and myself have diarized this for follow up before the 2025 elections.</p>

## **Training**

Municipal Affairs Administrators Training Initiative

November 28 - December 2, 2022

16/17 sessions (first one was full)

E.O.E.P. January 12-February 2, 2023 - Muni 101

February 16 - March 9, 2023 - Municipal Corporate Planning and Finance

## **Registered & Upcoming**

Assessment Review Board Clerk Training - April 27 all day

Subdivision Appeal Board Clerk Training- May 8-11 am only

Elected Officials Asset Management Workshop (abmunis) - May 25 all day

## **To be addressed**

FOIP

## **Meetings**

JUPA-January 18, March 17

KPMG Regional Municipal Service Delivery Options Study- February 21, March 29, April 13

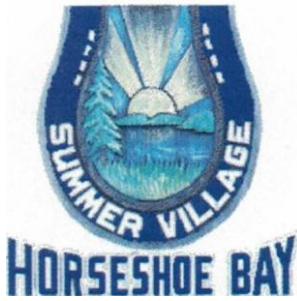
Regional Emergency Advisory Committee Meeting - February 1

Town Hall - March 1

LPRT Assessment Training - March 31

Catalis Meet & Great (formerly MuniSight) - March 31- Dale Peters & Dan Kanuka

Anita Dechaine & Denis Martin, Sheila Kitz, Gary Buchanan, Norman Briscoe, Amanda Antwi-Nsiah re:  
Martin Landfill - March 29



# Summer Village of Horseshoe Bay

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## Agenda Item Summary Report

### Agenda Item 11.a) Financial Reports

**Meeting Date:** April 15, 2023

#### Background

Financial Reports for 3 months January, February, and March, 2023:

- Actual Year-to-Date to Budget,
- Cheque log: for the months of January, February & March, 2023
- March 31, 2023 Bank Reconciliation

#### Recommendation/RFD/Comments

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MOVED BY \_\_\_\_\_ that the financial reports for the 3 months of January, February & March, 2023, including cheque #2722 to 2764 in the amount of \$73,342.90 be accepted as presented.

**-Carried-**

**Summer Village of Horseshoe Bay**

**Actual Year to Date to Budget**

**For the 3 months ended March 31, 2023**

Updated Apr. 3, 2023

	Interim Budget	YTD
	Jan. 1 to	3 months
<b>REVENUE</b>	<b>Jun.30,2023</b>	<b>Mar. 31/23</b>
Residential Property Tax	\$ 107,404	\$ -
Minimum Residential Property Tax	20,747	-
Total Municipal Res. Property Tax	128,151	-
Non-Residential property tax	1,376	-
Non-Residential minimum tax	760	-
Non-Res. Linear Property Tax	2,136	-
Total Municipal Property Tax	130,287	11,053
less Education Requisition transfers out	44,212	11,053
<b>Total Net Tax Revenue</b>	<b>86,075</b>	<b>0</b>
User Fees & sales (Certificate fees, Sales, etc.)	400	
Interest Revenue	1,460	506
Penalties & Costs on Taxes	250	251
Permits & licenses	150	-
Miscellaneous Revenue	385	
Recreation Revenue	2,000	-
<b>Total Other Revenue</b>	<b>4,645</b>	<b>757</b>
Gov't Transfer MSI Op grant	-	12,422
Gov't Transfers for ACP Grants	198,280	24,500
Total Grant Funding	<b>198,280</b>	<b>36,922</b>
<b>TOTAL REVENUE</b>	<b>289,000</b>	<b>37,679</b>
<b>EXPENSE</b>		
Council Honorarium	4,050	1,500
Council Travel & Subsistence	600	
Council Communications - Wi-Fi	500	410
Census & By-elections	500	
Council Memberships & Registrations	350	
<b>Total Council</b>	<b>6,000</b>	<b>1,910</b>
Administration - Contract	12,000	9,071
Travel & Subsistence	200	0
Advertising & Promotions	50	0
Assessment Services	2,760	1,380
Audit & Legal	6,000	0
Communications - Courier & Postage	250	0
Memberships	1,500	1,543
Gen/Admin Materials, goods & supplies	2,250	813
Gen Admin Services & Bank S/C	1,440	163
Registrations	250	0
WCB	600	691
WebSite Maintenance	700	488
<b>Total General &amp; Administrative Expenses</b>	<b>28,000</b>	<b>14,149</b>



Summer Village of Horseshoe Bay				
Actual Year to Date to Budget				
For the 3 months ended March 31, 2023				
				Updated Apr. 3, 2023
		Interim Budget	YTD	
		Jan. 1 to	3 months	
		Jun.30,2023	Mar. 31/23	
<b>EXPENSES continued</b>				
Roads services non-gov't; Crack filling etc.		15,000		from MSI CAP
Road M & repairs materials		2,788		
Roads Maintenance County of St Paul		2,966	962	
Municipal Energy Manager		0		
Signage		500	0	
Sub-total before ACP projects & Amert.		21,254	962	
Stormwater & Drainage		24,780		0 ACP grant
Amortization - Roads & Bridges		38,966	18,335	
<b>Total Roads, Streets, Walks, Lights</b>		<b>85,000</b>	<b>19,297</b>	
Police Recovery costs		4,876		
Emergency Management (E911)		154	83	
Preventive Services purchased		200		
Fire Expense County of St Paul		2,920	0	
Reg. Emergency Management Exp		250		
Reg. Occupational Health & Safety		600	0	
MuniSite (Web Map) GIS (MG)		1,000	750	
<b>Total Fire &amp; Preventive Services</b>		<b>10,000</b>	<b>833</b>	
Waste Management contracted services		40		
Water Management goods & supplies				
Waste Management Expenses County		12,600	0	
Amortization		360	180	
<b>Total Waste Management</b>		<b>13,000</b>	<b>180</b>	
ISDAB per diem per meeting & training		755	0	
STEP Ee Dev Alliance committee		745		
IM Ee Dev Reg Investor Readiness		100,000		
IM Economic Dev (STEP Tourism)		73,500	24,500	
<b>Planning, Develop't &amp; IM Collaboration</b>		<b>175,000</b>	<b>24,500</b>	
Parks & Rec. Contracted Services - Hall		500	0	
Parks & Rec. Contracted Services - Park grass & ed		2,000	0	
Contracted Services -non-gov't		1,750		
Total Contracted Services - Labour		4,250	0	
Contracted Services County of St. Paul		500		
Insurance Rec. Centre & Recreation		3,100	3,919	
Materials, Goods & Supplies		1,193		
Utilities		2,750	891	
Small capital purchases		2,000		MSI Cap
Amortization Parks & Recreation		3,907	1,953	
<b>Total Parks &amp; Recreation</b>		<b>19,000</b>	<b>6,763</b>	
<b>TOTAL OPERATING EXPENSE</b>		<b>336,000</b>	<b>67,632</b>	
<b>NET INCOME (Deficit)</b>		<b>(47,000)</b>	<b>(29,953)</b>	
<b>Other</b>				
Government transfers for Capital		50,000		0 Capital Budget
<b>Excess (Shortfall) Rev. over Exp.</b>		<b>3,000</b>	<b>(29,953)</b>	
Adj. for cash items not PSAB Rev. or Exp.				
Tangible Capital Assets expenditures	-	32,000		0 Capital Budget
		<b>(29,000)</b>	<b>(29,953)</b>	
Adjustment for non-cash items				
Amortization of TCA		43,233	20,468	
Transfer from Unrestricted Surplus		0	0	
<b>FINANCIAL PLAN Balance</b>	\$	<b>14,233</b>	\$	<b>(9,485)</b>



STEP

St. Paul / Elk Point  
Economic Development Alliance

## STEP Economic Development Alliance EDO Report

March 7 – April 5, 2023

Agriculture	Ag Foods/Hemp/Seed Clean Assn	<ul style="list-style-type: none"> <li>Continued meetings with investors on existing facilities. Tour of facility with vertical grow company.</li> <li>Complete Statement of Work for waste heat pre-feasibility. Review with BV EDO. Sent to Strathcona for review. Discuss funding under ROF/forward to RIN.</li> <li>AB Hub meeting w/ AB Ag &amp; Irrigation and Invest AB</li> <li>Provide funding information to Ag stakeholders</li> <li>Identify Ag Profiles to be completed under CECI funding as part of Investor Readiness Project</li> </ul>
Portage College	Food Processing/Other Opportunities	<ul style="list-style-type: none"> <li>Met with College President to discuss existing culinary program and St. Paul Campus.</li> <li>Attend Portage Open House event at St. Paul campus</li> </ul>
RTIC (tourism)	Destination Development/Tourism Entrepreneurs	<ul style="list-style-type: none"> <li>Onboard Tourism Coordinator</li> <li>ACP funding confirmation for County of St. Paul – Regional Master Trail Plan</li> <li>NRED Funding confirmation for the County of St. Paul – Regional Tourism Development</li> <li>Attend Twisted Fork opening as an Artisan at Work/EconoMusée</li> <li>Attend meeting at Mannawanis with CDEA and EconoMusée to discuss Artisan Incubator</li> <li>Chair RTIC Meeting</li> <li>Attend at Metis Crossing with TF</li> <li>Assist DMO with CDEA and EconoMusée to identify possible artisan opportunities/regional opportunities in juxtaposition to AIHT</li> <li>Touri region with CDEA and Travel AB highlighting EconoMusée identified locations</li> <li>Attend Go East Full Day Tourism Event in Vegreville</li> <li>Attend online TDZ Stakeholder update meeting</li> </ul>
Film	Film Ready Community Project	<ul style="list-style-type: none"> <li>Follow upon Alberta Film Library submissions</li> <li>Send Policy and Incentives details to OMR to develop Film Profile and add to website</li> <li>Payout 2022 Incentive Funds/follow up</li> </ul>
Broadband	Broadband Analysis	<ul style="list-style-type: none"> <li>No current activity</li> </ul>
Windsor Salt	Plant Closure	<ul style="list-style-type: none"> <li>Continued liaison with Windsor reps through decommissioning and reclamation, and investor support from municipality</li> </ul>
Airports	Elk Point Airport	<ul style="list-style-type: none"> <li>Review Phase 1 and 2 reports from HM Aero on IASP/Economic Opportunities project</li> <li>Nav system approval June 2023/tree removal</li> </ul>
	St. Paul Airport	<ul style="list-style-type: none"> <li>Attend airport with County taxation to get a visual on buildings to correspond with GIS and taxation. Request sent to GIS to amend</li> </ul>
Energy/Climate Action	Energy Projects	<ul style="list-style-type: none"> <li>Quest – Net Zero Project emails/discussions</li> <li>Attend MNFC Solar Retrofit event</li> </ul>

Waste	Waste Analysis/Management	<ul style="list-style-type: none"> <li>No current activity</li> </ul>
Technology	Building a tech ecosystem	<ul style="list-style-type: none"> <li>Attend SPDSS Science Fair</li> <li>Continue to make connections with SPDSS</li> <li>Met with Technology Alberta re: SPDSS and rural advocacy for technology adoption/SME tech companies</li> </ul>
	Drone Technology	<ul style="list-style-type: none"> <li>No current activity</li> </ul>
Investor Readiness	Site Selection Info	<ul style="list-style-type: none"> <li>ACP funding confirmed for SVHB for Investor Readiness Project (matching funding for CECI)</li> <li>Scope Project/discuss with OMR based on previous work</li> <li>Identify profiles to be competed and website remodel based on site selection criteria</li> </ul>
Stakeholder/Municipality Relations	Elk Point	<ul style="list-style-type: none"> <li>Liaise with CAO/meet with businesses and stakeholders in Elk Point</li> <li>Attend Council meeting to provide STEP update/closed session</li> </ul>
	County of St. Paul	<ul style="list-style-type: none"> <li>Liaise with CAO and County Departments</li> <li>Attend managers' and staff meeting. View virtual Council meetings. Provide input and report as required.</li> </ul>
	Town of St. Paul	<ul style="list-style-type: none"> <li>Liaise with CAO and Town Departments</li> <li>Attend managers' meeting. Virtual Council meetings.</li> <li>Work with Planning and Development to support business</li> </ul>
	EP EDC/EP Chamber	<ul style="list-style-type: none"> <li>Attend monthly EDC/Chamber meeting.</li> </ul>
	St. Paul Chamber of Commerce	<ul style="list-style-type: none"> <li>Liaise with ED on work and projects</li> <li>Attend BSN</li> </ul>
	AB Hub	<ul style="list-style-type: none"> <li>Attend AB Hub meeting/AB Hub EDO Regional Meeting</li> <li>Request resources/share resources</li> <li>Request support on regional projects</li> </ul>
Workforce Development	Workforce Attraction and Retention/LMP Project	<ul style="list-style-type: none"> <li>Work with consultant to understand overlap between LMP project, Investor Readiness and RRS Program</li> <li>Meet with marketing/remote working company to create mock profile for Elk Point/costs model</li> </ul>
	Immigration/Rural Renewal	<ul style="list-style-type: none"> <li>Confirmation of RRS Community Designation</li> <li>Confirmation with AHS Elk Point has been identified for priority recruiting for international nurses</li> <li>Prepare website for RRS employer/worker intake</li> <li>Contact Portage College CALP supervisor to discuss community supports and first point of contact</li> <li>Meet with The Village App developer to discuss pilot project to create RRS toolkit for community supports</li> </ul>
Other	Ian Hill	<ul style="list-style-type: none"> <li>Attend Difference Makers program session</li> </ul>
	Health	<ul style="list-style-type: none"> <li>AHS medical clinic building in Elk Point discussions</li> <li>Support maternity house</li> </ul>
	Miscellaneous	<ul style="list-style-type: none"> <li>Tour JEND Regional Economic Development Specialist in region</li> <li>Share grant opportunities and resources as requested</li> <li>Connect businesses with resources available for retention expansion/tourism/other funding etc.</li> </ul>

STEP Economic Development Grant Spreadsheet											
Green - Successful / Yellow - Applied For / Orange - Unsuccessful/Blue - Successful but not applied for or managing (related) / White - planning a submission										Updated: April 4, 2023	
Grant	Agency	Project NAME	Grant Amount	Required Match	In Kind	Contract Amount	Contractor	Start Date DD/MM/YYYY	End Date DD/MM/YYYY	Applicant	Notes
Labour Market Partnership	AB Labour & Immigration	Employer Toolkit	\$75,000.00	\$25,000.00	\$48,000.00	\$55,000.00	OMR	01-Dec-21	<del>Mar 31, 2023</del>	County of St. Paul	reporting 30 days/extension to Dec 31, 2023 granted
		\$35,000.00				OMR	Dec 31, 2023				
		\$10,000.00				RDN					
Alberta Community Partnership	Alberta Municipalities	Regional Recreation Study	\$100,000.00	\$0.00	\$0.00	\$97,000.00	Expedition	01-Apr-22	31-May-23	County of St. Paul	Comm Svcs Managing/request extension
Alberta Community Partnership	Alberta Municipalities	Regional Tourism Opportunity Identification and Destination Development Strategy	\$98,000.00	\$0.00	\$0.00	\$98,000.00	OMR	01-Apr-22	31-Oct-23	SVHB	
Settlement Integration and Language Program	Jobs, Economy and Northern Development	Immigration Supports	\$286,000.00	\$0.00	\$0.00			10-Nov-22		County of St. Paul	
CanExport Community Investments (CECI) Program	Federal - Trade Commissioner	Ag and Ag Food Profile Project	\$30,000.00	\$30,000.00	\$0.00			01-Jan-23	31-Dec-23	County of St. Paul	ACP Investor Readiness Grant Match
Alberta Community Partnership	Alberta Municipalities	Regional Investor Readiness	\$180,000.00	\$0.00	\$0.00			01-Apr-23	31-Dec-24	SVHB	
Alberta Community Partnership	Alberta Municipalities	Immigration Supports	\$154,500.00	\$0.00	\$0.00			01-Apr-23	31-Mar-25	Town of St. Paul	
Alberta Community Partnership	Alberta Municipalities	Regional Master Trail Plan	\$122,000.00	\$0.00	\$0.00			01-Apr-23	31-Jul-24	County of St. Paul	
Jobs Economy and Northern Development	Northern and Regional Economic Development	Tourism: Capacity Building	\$70,000.00	\$60,000.00	\$10,000.00			31-Mar-23	30-May-25	County of St. Paul	
		<b>Successful Grants</b>	<b>\$829,500.00</b>								
		<b>Applied for Grants</b>	<b>\$1,115,500.00</b>								
				89%							
OTHER APPLIED FOR/MANAGED GRANTS IMPACTING STEP WORK											
Alberta Community Partnership	Alberta Municipalities	Elk Point Airport Area Structure Plan/Economic Opportunities	\$189,500.00	\$0.00	\$0.00	\$183,500.00	HM Aero		31-Dec-23	Town of Elk Point	
Alberta Community Partnership	Alberta Municipalities	Regional Shared Services			\$0.00					Town of St. Paul	
Alberta Community	Alberta Municipalities	Regional Master Service Plan for ASP EP/County			\$0.00					Town of Elk Point	



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Shaw*

AR111330

April 6, 2023

Dear Chief Elected Officials:

Keeping Albertans safe is always a priority for the Government of Alberta. To that end, the province is updating its building construction codes in a way that makes sense for Alberta. These updates enhance public safety while supporting housing affordability and fostering economic growth.

We worked closely with industry, municipal associations, and technical experts across the province to determine if Alberta needed to modify the latest national codes published by the National Research Council in March 2022. As a result of that review, I am pleased to highlight two important features that will be included in the Alberta editions of the building construction codes.

- Farm buildings will continue to be exempt from Alberta editions of the building and fire safety codes.
- Alberta is adopting tier 1 as the minimum provincewide standard for building energy efficiency, which will lead to greener building construction in Alberta and lower heating costs, while still prioritizing housing affordability.

The updated editions of Alberta's new building construction codes are expected to be published in fall 2023 and come into force and apply to construction activities for spring 2024. Municipal Affairs understands that municipalities and industry require time and flexibility to appropriately manage the transition period for the administration of new code requirements. This transition period will provide time to prepare for the new code changes and allow construction in progress, with a valid permit, to continue under the previous code edition.

In the coming months, Municipal Affairs will provide notifications, as well as information related to the codes to ensure municipalities, industry, safety codes officers, and code users are well prepared to transition to the new codes in advance of their coming into force.

Sincerely,

Rebecca Schulz  
Minister

Attachment: Notice – Upcoming new Alberta code editions

# Notice

## Upcoming new Alberta codes editions

National Building Code – 2022 Alberta Edition (NBC(AE))

National Fire Code – 2022 Alberta Edition (NFC(AE))

National Energy Code for Buildings (NECB) 2020

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The province is updating its construction codes based on the 2020 National Building Code, National Fire Code and National Energy Code for Buildings, which were published by the National Research Council in March 2022.

Alberta has jurisdiction over safety codes, as do all Canadian provinces and territories. The Alberta government worked closely with industry, municipal associations and technical experts across the province to determine if Alberta needed to modify anything from the 2020 national code publications. The government also works with Alberta's Safety Codes Council to review safety codes and standards proposed for adoption and receives input and advice from the Council to help ensure the codes are appropriate for Alberta.

While Alberta is a signatory to the Construction Codes Reconciliation Agreement to reduce barriers to trade and support harmonized codes across Canada, the provincially focused review ensured that the upcoming changes to Alberta code editions best support the needs of Albertans.

### Key changes to the Alberta editions of the building, fire and energy codes

- Farm buildings will continue to be exempt from Alberta's editions of the building, energy efficiency and fire codes.
- Alberta is adopting tier 1 as the minimum province-wide standard for building energy efficiency for housing and small buildings under Part 9 of the Alberta edition of the National Building Code and tier 1 for energy efficiency for other buildings in the National Energy Code for Buildings. These codes allow provinces and territories to choose from 5 tiers or levels for energy efficiency performance at a pace best suited for their jurisdiction and in recognition of their specific sources of energy.

### Alberta's process for adopting safety codes

Alberta regulations enable 'timely code adoption' which brings national or international code changes into force for one year after their publication. This provides predictability so that industry, municipalities and other sectors (such as educational institutions) can confidently plan and prepare for new code changes. The Minister by order may also bring codes into force earlier or later than the 12-month period. The coming into force date will be advanced for the codes because of the two-year delay in the publication of the 2020 national code editions.

**The upcoming Alberta editions of the National Building Code and National Fire Code and the National Energy Code for Buildings will come into force on the same date in the spring 2024.** Municipal Affairs will provide additional notifications and information on the exact date along with other information related to the updated codes over the coming months to ensure municipalities, industry, safety codes officers and code users are prepared in advance of the coming into force date.

<https://www.alberta.ca/building-codes-and-standards.aspx>

<https://www.alberta.ca/fire-codes-and-standards.aspx>

As with the 2019 publications, the Alberta editions of the National Building Code, National Fire Code and the National Energy Code for Buildings will be available online and in downloadable form for free from the National Research Council. Paper copies are also available for order at a reduced price.

### Transition Period

Municipal Affairs recognizes that municipalities require flexibility to appropriately manage the transition period for the administration of new code requirements. Industry also benefits from additional time to become familiar with the new code changes. There is a transition period to allow municipalities and other authorities having jurisdiction the time to prepare for the new code changes and allow construction in progress with a valid permit to continue under the previous code edition. More detail on the transition period will be made available in upcoming notices from Municipal Affairs.

For further information contact Municipal Affairs.

Email: [safety.services@gov.ab.ca](mailto:safety.services@gov.ab.ca)

Call: toll-free at 1-866-421-6929

<https://www.alberta.ca/building-codes-and-standards.aspx>

<https://www.alberta.ca/fire-codes-and-standards.aspx>



# Summer Village of Horseshoe Bay

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## Agenda Item Summary Report

**Agenda Item 13.** Development Permit

**Meeting Date:** April 15, 2023

### Background

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Council will move to a Closed Session to discuss a third party personal matter per FOIP Section 17.

Meeting recording will be paused at this time.

### Recommendation/RFD/Comments

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MOVED BY \_\_\_\_\_ that council move to a closed session at \_\_\_\_pm to discuss the development permit, per FOIP section 17.

**-Carried-**

MOVED BY \_\_\_\_\_ that council return to open meeting at \_\_\_\_pm.

**-Carried-**