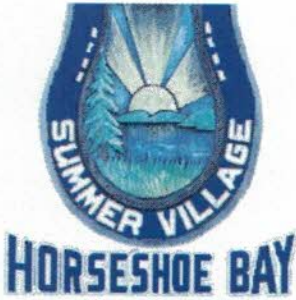


# Summer Village of Horseshoe Bay

Agenda: Regular Meeting  
Saturday, January 15, 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) December 7, 2021 Special Council Meeting
4. PUBLIC HEARINGS – none
5. DELEGATIONS - none
6. BYLAWS
  - a) Bylaw 134/2022 Temporary Borrowing Bylaw
  - b) Bylaw 135/2022 Establishing Offices and Other Related Matters
7. OLD BUSINESS
  - a) STEP Ec. Dev Alliance grant applications & budget.
8. NEW BUSINESS
  - a) Fire Protection Agreement for Approval
  - b) Appointment of Authorized User of AEA
  - c) School Board Elections
  - d) Bill 73 Infrastructure Accountability Act
  - e) Elected Official Training: Planning 101 webinar
  - f) Lakeland Cross-Country Ski Club
  - g) Go East Marketing Membership
  - h) ARB and SDAB Training
9. COUNCILLOR REPORTS
10. CAO REPORT AND ACTION LIST
11. FINANCIAL REPORTS.
  - a) For the year ended December 31,2021 and cheque log October 1 to Dec.31, 2021
12. CORRESPONDENCE
  - a) ACP Grant – 2017 Intermunicipal IDP's
  - b) STEP – Response to Economic Corridor Task Force
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 December 7, 2021 Special Meeting

**Meeting Date:** January 15, 2022

### Background/Discussion/Options

---

Minutes of the December 7, 2021 Special council Meeting are attached, for approval.

### Recommendation/RFD/Comments

---

MOVED BY \_\_\_\_\_ that the minutes of the December 7, 2021 special council meeting be approved as presented.

**-Carried-**

# SUMMER VILLAGE OF HORSESHOE BAY

MINUTES OF SPECIAL MEETING OF COUNCIL, HELD  
TUESDAY, DECEMBER 7, 2021  
TO BE HELD BY ZOOM ELECTRONIC MEETING  
AT EMAIL: [SVHORSESHOEBAY@GMAIL.COM](mailto:SVHORSESHOEBAY@GMAIL.COM)  
COMMENCING 1:00 P.M.

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NOTICE OF THIS MEETING WAS GIVEN UNDER AUTHORITY OF SECTION 194 OF THE  
*MUNICIPAL GOVERNMENT ACT* (by telephone or in writing) TO EACH MEMBER OF COUNCIL  
AND A SIGNED WAIVER OF WRITTEN NOTICE FORM IS ATTACHED TO THESE MINUTES.

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

1. **CALL TO ORDER** Mayor Gary Burns called the meeting to order at 1:00 p.m.
  
2. **ACCEPTANCE OF AGENDA**  
*Res. No. 21-12-07-152* MOVED BY Mayor Gary Burns that the agenda be adopted as presented.  

**-Carried-**
  
3. **APPROVAL OF MINUTES**  
*Res. No. 21-12-07-153* MOVED BY Mayor Gary Burns that the minutes of the October 16, 2021 regular council meeting be approved as presented.  

**-Carried-**
  
4. **BUSINESS**  
4.a) *Res. No. 21-12-07-154* ACP Grant: Regional Tourism Strategy  
MOVED BY Deputy Mayor Dave Amyotte that the Summer Village of Horseshoe Bay jointly apply for an Alberta Community Partnership Grant with the County of St. Paul, the Town of St. Paul and the Town of Elk Point, for the development of a Regional Tourism Strategy. Further that the Summer Village of Horseshoe Bay be the managing partner on this project.  

**-Carried-**

  
4.b) *Res. No. 21-12-07-155* ACP Grant: Regional Services Study  
MOVED BY Mayor Gary Burns that the Summer Village of Horseshoe Bay jointly apply for an Alberta Community Partnership Grant with the County of St. Paul, the Town of St. Paul and the Town of Elk Point, to conduct a Regional Services Study for the region. Further that the Town of St. Paul be the managing partner on this project.  

**-Carried-**

5. **CONFIDENTIAL ITEM**

*Res. No. 21-12-07-156*

MOVED BY Mayor Gary Burns that council move to closed session for a personnel CAO Evaluation as per FOIP Section 17 at 1:05 pm.

**-Carried-**

*Res. No. 21-12-07-157*

MOVED BY Deputy Mayor Dave Amyotte that council return to open meeting at 1:08 p.m.

**-Carried-**

*Res. No. 21-12-07-158*

MOVED BY Deputy Mayor Dave Amyotte that subsequent to the annual CAO Evaluation, council approve a 3% increase in the CAO monthly remuneration, effective January 1, 2022.

**-Carried-**

6. **ADJOURNMENT**

Being that the agenda matters have been concluded the meeting adjourned at 1:10 p.m.

*Original signed by Gary Burns*  
Mayor

January 15, 2022  
Date

*Original signed by N Briscoe*  
Chief Administrative Officer



# Summer Village of Horseshoe Bay

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## Agenda Item Summary Report

### Agenda Item 6.a) Temporary Borrowing Bylaw 134/2022

**Meeting Date:** January 15, 2022

#### **Background**

---

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

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

This Bylaw is renewed annually.

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

---

MOVED BY \_\_\_\_\_ that Bylaw 134/2022, Authorizing the Temporary Borrowing of Funds to meet operating expenditures, be given first reading.

**-Carried-**

MOVED BY \_\_\_\_\_ that Bylaw 134/2022, be given second reading.

**-Carried-**

MOVED BY \_\_\_\_\_ that Bylaw 134/2022, be presented at this meeting for third and final reading.

**-Carried Unanimously-**

MOVED BY \_\_\_\_\_ that Temporary Borrowing Bylaw 134/2022, be given third and final reading.

**-Carried-**

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

**BY-LAW NO. 134/2022**

---

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

**WHEREAS**, Sections 251 and 256 of the *Municipal Government Act* authorizes municipalities to make a borrowing for the purpose of financing operating expenditures, subject to certain conditions:

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

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

**1. Authorization for Borrowing**

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

**2. Definitions in this Bylaw:**

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

**3. Conditions of Borrowing**

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

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

4. By-Law 131/2021 is hereby repealed upon the final passing of this By-Law.

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

Read a first time in Council this 15<sup>th</sup> day of January, 2022.

Read a second time in Council this 15<sup>th</sup> day of January, 2022.

Read a third time in Council this 15<sup>th</sup> day of January, 2022.

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

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



# Summer Village of Horseshoe Bay

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## Agenda Item Summary Report

### Agenda Item 6.b) Bylaw 135/2022 to Establish Offices and Other Related Matters

**Meeting Date:** January 15, 2022

#### Background

The previous Bylaw 37/1995, to Establish Office and Other Related Matters, was passed February 1, 1995, and required updating.

This Revised Bylaw 135/2022 establishes and updates the positions of Mayor, Deputy Mayor and Councillors, as well as the Chief Administrative Officer, Designated Assistant Administrative Officer and Development Officer.

A copy of the old Bylaw 37/1995 is attached for your information.

The Chief Administrative Officer is appointed by Bylaw 101/2012.

#### Recommendation/RFD/Comments

MOVED BY \_\_\_\_\_ that Bylaw 135/2022, establishing Offices and Other Related Matters under the Municipal Government Act, 2000, c.M-26, be given first reading.

**-Carried-**

MOVED BY \_\_\_\_\_ that Bylaw 135/2022, be given second reading.

**-Carried-**

MOVED BY \_\_\_\_\_ that Bylaw 135/2022, be presented at this meeting for third and final reading.

**-Carried Unanimously-**

MOVED BY \_\_\_\_\_ that Bylaw 135/2022, be given third and final reading.

**-Carried-**



**SUMMER VILLAGE OF HORSESHOE BAY  
PROVINCE OF ALBERTA  
BY-LAW NO. 135/2022**

---

**Being a By-law of the Summer Village of Horseshoe Bay, in the Province of Alberta for the purposes of establishing Offices and Other Related Matters under the Municipal Government Act, 2000, c.M-26 of the Revised Statutes of Alberta, Parts five (5) and (6).**

---

**WHEREAS**, the *Municipal Government Act, 2000, c. M-26* requires that certain actions in regard to organization of Council and Administration be taken by by-law and/or resolution:

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

1. That the Chief Elected Official be appointed from among the Councillors and that this position be known as "Mayor";
2. That the Council appoint a Deputy Chief Elected Official to be known as "Deputy Mayor", and that the remaining member of Council be the alternate to serve in the event *that this is required, that in the absence of the Mayor, the Deputy Mayor to assume the Mayor's responsibilities*;
3. That for the purposes of (1) and (2) above, that those Councillors serving in the appointed capacities designated, continue to serve in those capacities until after the next general election.
4. That the municipal office of the Summer Village of Horseshoe Bay be established at the place of residence of the serving Chief Administrative Officer;
5. That the position of Chief Administrative Officer is hereby established to be known as "Administrator", to carry out the powers, duties, and functions of this position, as contained in the *Municipal Government Act, Chapter M-26 of the R.S.A.* And that the appointment be confirmed by Bylaw.
6. That the position of Assistant Municipal Administrator is a Designated Officer and is hereby established to be known as the "Assistant Administrator"; for the purpose of assisting in the powers, duties, and functions of the Administrator, as contained in the *Municipal Government Act, 2000, c.M-26 of the R.S.A.*
7. That the position of Designated Officer is hereby established to be known as the; "Development Officer" for purpose of requirements under the existing Land Use By-law, and any related legislation.
8. Bylaw 37/1995 is hereby repealed upon the final passing of this bylaw.

This By-law shall have effect from the date of the final reading and adoption by Council.

Read a first time this 15th day of January, 2022.

Read a second time this 15th day of January, 2022.

Read a third time and final time this 15th day of January 2022

---

Gary Burns, Mayor

---

Norman Briscoe, CAO

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

**BY-LAW NO. 101/2012**

---

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

---

**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 Norman and Diane Briscoe, be appointed as Chief Administrative Officers for the Summer Village of Horseshoe Bay effective September 15, 2012.
2. That Norman and Diane Briscoe, as Chief Administrative Officers, shall carry out the duties, jointly and interchangeably, 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 15th day of September, A.D. 2012.

Read a second time in Council this 15th day of September, A.D. 2012.

Read a third time in Council this 15th day of September, A.D. 2012.

Original signed by  
\_\_\_\_\_  
Gary Burns, Mayor

Original signed by  
\_\_\_\_\_  
Norman Briscoe, Administrator



# Summer Village of Horseshoe Bay

P.O. Box 1778  
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## Agenda Item Summary Report

**Agenda Item 7.a)** STEP Alberta Community Partnership (ACP) – Grant applications

**Meeting Date:** January 15, 2022

### Background

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

The following Grant Applications have been submitted:

- The Regional Recreation Feasibility Study – managing partner: Town of St. Paul
- Regional Tourism Strategy – managing partner: Summer Village of Horseshoe Bay

### Recommendation/RFD/Comments

MOVED BY \_\_\_\_\_ that Council accept the STEP Economic Development report regarding the status of the ACP Grant Applications.

**-Carried-**

7.a)



Norman Briscoe <svhorseshoebay@gmail.com>

---

## ACP - Regional Tourism Opportunity Identification and Development Strategy

---

Norman Briscoe <svhorseshoebay@gmail.com>

Tue, Dec 28, 2021 at 11:16 AM

To: Linda Sallstrom <lsallstrom@stepeconomicdevelopment.ca>

Linda I submitted the ACP Application today. It is ACP Project No. 2122-IC-21

I did not make any changes to your draft.

*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](http://www.svhorseshoebay.com)  
[svhorseshoebay@gmail.com](mailto:svhorseshoebay@gmail.com)

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Norman Briscoe <svhorseshoebay@gmail.com>

## ACP Grant Applications

1 message

**Linda Sallstrom** <lsallstrom@stepeconomicdevelopment.ca> Mon, Jan 3, 2022 at 10:22 AM  
To: Steven Jeffery <sjeffery@town.stpaul.ab.ca>, skitz@county.stpaul.ab.ca, Ken Gwozdz <cao@elkpoint.ca>, svhorseshoebay@gmail.com  
Cc: Darrell Younghans <dyoungmans@county.stpaul.ab.ca>, dave@amyotteweld.ca, Diane Ellis <executivedirector@stpaulchamber.ca>, Gary Ward <gward@town.stpaul.ab.ca>, Karyann.Boychuk@gov.ab.ca, Mark Baxter <mark@outlookmarketresearch.com>, Perry Phillips <perryphillips@albertahub.com>, Timothy Smereka <lonespruce.enviro@gmail.com>

Happy New Years Everyone

I confirm the **ACP Grant Application for the Regional Recreation Feasibility Study** has been submitted.

Additionally, for my STEP Committee, I confirm the **Regional Tourism Opportunity Identification and Development Strategy** and the Elk Point ASP submissions have also been made for ACP funding.

Thank you.

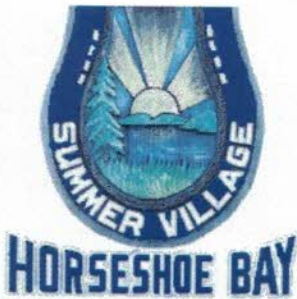
*Linda Sallstrom*

Economic Development Officer

780-646-2975

[lsallstrom@stepeconomicdevelopment.ca](mailto:lsallstrom@stepeconomicdevelopment.ca)

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



# Summer Village of Horseshoe Bay

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## Agenda Item Summary Report

### Agenda Item 8.a) Fire Protection Agreement Renewal

**Meeting Date:** January 15, 2022

#### Background

---

The Summer Village Fire Protection Agreement with the County of St. Paul, expired on December 31, 2021.

Attached is a new Agreement for councils approval. The only change is Item 10) "This agreement shall be in effect for a period of four (4) years commencing on the first day of January 1, 2022 and continuing until December 31, 2025".

There is also a change to Schedule C., Item 2, changing the fee per call out for false alarms from \$450 per call to Alberta Transportation Rates which are amended from time to time. (Previous Schedule C is attached)

#### Recommendation/RFD/Comments

---

MOVED BY \_\_\_\_\_ that council approve the 2022 Fire Protection Agreement with the County of St. Paul No. 19 commencing January 1, 2022 and continuing until December 31, 2025, for a fee of \$20.00 per year per lot based on 146 lots.

-Carried-

## FIRE PROTECTION AGREEMENT

This Agreement made this 15 Day of January, 2022

Between:

**THE COUNTY OF ST. PAUL NO. 19**  
being a corporate body, in the Province of Alberta  
hereinafter Called "The County"

Of the First Part

- and -

**SUMMER VILLAGE OF HORSESHOE BAY**  
being a corporate body, in the Province of Alberta  
Hereinafter Called "The Summer Village"

Of the Second Part

**WHEREAS**, the Summer Village is desirous of obtaining a fire service for its ratepayers who own cottages, homes, dwellings or property;

**AND WHEREAS** the County is in agreement to provide a fire service to the Summer Village;

**AND WHEREAS**, the County Fire Departments will be available to provide a fire service to the Summer Village;

**NOW THEREFORE** in consideration of these presents and the mutual covenants and agreements herein contained, the two parties hereto undertake and agree as follows:

- 1) A County Fire Department shall make their firefighting equipment, including the personnel who normally operate the said equipment available for fires which arise within the limits of the Summer Village. The fire service provided by the County Fire Departments to the Summer Village shall be in accordance with the established County Fire Department level of service standards as specified by the Council of the County and listed as per Schedule "A" attached hereto.
- 2) For reasons beyond reasonable control, that County Fire Departments are unable to respond to a fire call for assistance within the boundaries of the Summer Village, the County Fire Departments and/or the County shall not be held liable for any damages which may arise from the failure of response to the assistance call.
- 3) It is understood the Summer Village does not have any firefighting equipment or personnel from its own resources. However, the Summer Village shall cooperate in all regards and respond to recommendations made by the County Fire Departments concerning general firefighting and fire prevention measures. This would include requests for water supply, additional equipment, and mutual aid assistance.



- 4) The emergency response number for all County Fire Departments is 911. It is understood that the Summer Village shall be responsible for ensuring all Summer Village residents are entered on the 911 system and that the Summer Village shall make any changes or amendments therein as required.
- 5) The Summer Village covenants and agrees to pay the County for a fee for fire service, as outlined in schedule "B" attached to and forming part of this agreement.
- 6) In the event of a fire, additional firefighting costs will be applied at the time of each occurrence. All disbursements made and other costs incurred by the County Fire Department shall be invoiced by the County and payment shall be made by the Summer Village within thirty (30) days of the receipt of the invoice. The firefighting costs are as outlined in Schedule "C" attached to and forming part of this agreement.
- 7) The County and the County Fire Departments, their members or any individuals operating the firefighting equipment, shall not be liable in any manner to the Summer Village and its taxpayers in regard to any fire originating in the Summer Village, or in regard to those efforts directed at extinguishing, controlling or confining any fire. The Summer Village shall indemnify and save harmless the County and the County Fire Departments in regard to any claims made by the taxpayers of the Summer Village with respect to damage occurring to property while providing the fire service, provided that the said damage does not arise out of negligence and/or willful or irresponsible misconduct of the County Fire Departments or any of its members.
- 8) The Summer Village shall indemnify the County Fire Departments for damages or loss to any of its apparatus or equipment directly related to the provisions of fire services, except where the equipment was not properly maintained, is faulty or failed by reason of normal wear and tear.
- 9) Either of the two parties may terminate or request to amend this agreement by providing 90 days written notice.
- 10) This agreement shall be in effect for a period of four (4) years commencing on the first day of January, 2022 and continuing until December 31, 2025.

IN WITNESS WHEREOF the parties hereto have affixed their respective corporate seals authenticated by the signatures of the proper officers, on the date first above written.

Dated this 15 day of January, 2022.

**County of St. Paul No. 19**

**Summer Village of Horseshoe Bay**

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Mayor

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

\_\_\_\_\_  
Administrator

**Schedule "A"**  
**Level of Service Standards**  
**County Fire Departments**

The Summer Village falls within the boundaries of the Mallaig Fire Department, therefore the Mallaig Fire Department will be the first responder. If, however, they are unable to respond then another County Fire Department will be called upon.

The Mallaig Fire Department will provide fire protection and emergency response services according to the provisions of Level of Services Policy FES-111 (attached)

The St. Paul Fire Department will provide fire protection and emergency response services according to the provisions of Level of Services Policy FES-109 (attached)

The Ashmont Fire Department will provide fire protection and emergency response services according to the provisions of Level of Services Policy FES-110 (attached)

**Schedule "B"**  
**Fire Protection Fees**

1. The Summer Village shall pay the County twenty dollars (\$20.00) per year per lot based on 146 lots being \$2,920.00 per year.
2. In consideration of a ninety thousand-dollar (\$90,000.00) capital contribution paid by the Summer Village for the Mallaig Fire Department's new hall in 2012, the County agrees not to seek additional input for 15 years, ending December 31, 2027.
3. The fire protection fee will be remitted directly to the County of St. Paul, 5015 – 49 Avenue, St. Paul, AB T0A 3A4.

**Schedule "C"**  
**Fire Fighting Costs**

For each fire occurrence and response, additional firefighting costs will be invoiced to the Summer Village on the following basis:

1. For each unit for which the County Fire Departments respond, an hourly rate per type of unit will be charged according to the Alberta Transportation Fee Schedule which is amended from time to time.
2. A fee per call out for false alarms (including security systems) may be charged at the rate of one (1) hour per Alberta Transportation Rates which are amended from time to time
3. Any costs that may be incurred by the County of St. Paul No. 19 and/or any District Fire Department for extinguishing a fire or providing fire services including costs of equipment and consumables may be charged to the person who caused the fire, the owner of the land on which the fire occurred, the occupier of the land on which the fire occurred, or the owner of a vehicle in which a fire occurred. (as per County of St. Paul Fire Bylaw )



# Summer Village of Horseshoe Bay

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## Agenda Item Summary Report

**Agenda Item 8.b)** Alberta Emergency Alert (AEA) Authorized User Agreement

**Meeting Date:** January 15, 2022

### Background

---

Norman Briscoe, CAO is an Authorized User with Alberta Emergency Alert. His appointment must be renewed annually. A copy of the signed and dated Authorized User Agreement is attached for your information.

Norman agrees that as a requirement of his access to the Alberta Emergency Alert System as an Authorized User, he must upgrade his Practice-only status with in 6 months of receiving Authorized User training.

### Recommendation/RFD/Comments

---

MOVED BY \_\_\_\_\_ that council appoint Norman Briscoe as the Alberta Emergency Alert Authorized User for the Summer Village of Horseshoe Bay and to authorize him to complete the required training.

-Carried-



### Alberta Emergency Alert Authorized User Agreement

Complete, sign and return to Alberta.Emergency.Alert@gov.ab.ca

PLEASE PRINT

First Name: Norman Last Name: Briscoe

Nominating Jurisdiction/Organization: Summer Village of Horseshoe Bay

Job title within the Jurisdiction/Organization: CAO

Telephone: Work: 780-645-4677 Mobile: 780-645-0144

Telephone: Personal 780-645-7770 (in case of Emergency only)

Email: Work: svhorseshoebay@gmail.com Personal: dnbriscoe@mcsnet.ca

Mailing Address: P.O. Box 1778

City: St. Paul Province: AB Postal Code T0A 3A0

**Authorized User must be trained and have completed the minimum alerting criteria prior to being given access to the Alberta Emergency Alert Live Alert Activation Tool.**

The personal information is being collected under the *Emergency Management Act* for the administration of the Emergency Management Information System and/or Alberta Emergency Alert will be managed in compliance with the *Freedom of Information and Protection of Privacy (FOIP) Act*. Any information given will only be used for mitigation of, response to and recovery from emergencies and testing of the system. If you have any questions, please contact the Alberta Emergency Management Agency at 2360 142 St NW, Edmonton, AB T5L 2W4 or by email at Alberta.Emergency.Alert@gov.ab.ca.

## Alberta Emergency Alert Authorized User Agreement

Complete, sign and return to Alberta.Emergency.Alert@gov.ab.ca

1. I acknowledge that I have been appointed as an Authorized User of Alberta Emergency Alert by and on behalf of the municipality, First Nation, community or agency as noted above (also confirmed upon completion of an Alberta Emergency Alert Designation Form).
2. I understand that I must renew my appointment in a manner as required by the Alberta Emergency Management Agency annually. I understand that if I do not renew my appointment as required, I may be removed as an Authorized User of the Alberta Emergency Alert system.
3. I hereby agree that my business and personal contact information shall only be used by the Alberta Emergency Management Agency or other Government of Alberta Emergency Management Partners as legally authorized by the Alberta Emergency Management Agency for the purposes of notification of, mitigation of, response to and recovery from emergencies and for testing. Government of Alberta Emergency Management Partners include those individuals and departments that work within the Government of Alberta and have a role to play in emergency management, or when a disaster occurs.
4. When activating Alberta Emergency Alert, I shall follow the guidelines of the "Authorized User Handbook", and all other guidelines issued for the use of Alberta Emergency Alert.
5. I shall be personally responsible for all passwords issued to me for purposes of activating Alberta Emergency Alert, including:
  - a) logging into the Alberta Emergency Alert Practice Alert Activation Tool at least once per month;
  - b) ensuring the privacy, security and safe custody of my passwords, including but not limited to, ensuring that my passwords are not given out, loaned or made available to any other person, and;
  - c) providing immediate notification to the Alberta Emergency Management Agency, should my password be compromised, lost, stolen or suffer any other breach of security.
6. I agree that as a requirement of my access to the Alberta Emergency Alert system as an Authorized User that I must upgrade my Practice-only status by "Requesting Access to the Live Alert Activation Tool" within 6 months of receiving Authorized User training.
  - a) Failure to complete my alerts and request access to the live Alert Activation Tool within 6 months will result in the Authorized User being removed from the system and the need for the User to retake Authorized User training.

7. I agree that once I am granted access to the live Alert Activation Tool for the Alberta Emergency Alert system that I will enter the Practice Alert Activation tool via the website and issue 1 acceptable Practice Alert once every 3 months.
  - a. Failure to complete 1 Practice Alert once every 3 months can result in a Full Access Authorized User being reduced to a Practice Only Access status.
8. I shall notify the Alberta Emergency Management Agency and the community/organization for which I have been appointed an Authorized User should I leave my position with that municipality or for any other reasons become unable to serve out the term of this appointment.
9. I agree that I shall make full disclosure to the Alberta Emergency Management Agency of all actions taken, communication given and all other information pertinent to use of Alberta Emergency Alert should I activate it for any reason. I will make this disclosure each time I activate Alberta Emergency Alert and upon receiving a request by the Alberta Emergency Management Agency within a reasonable time from activation of Alberta Emergency Alert.
10. I understand that, if I activate Alberta Emergency Alert, all my actions leading up to and arising there from will be subject to review by the Alberta Emergency Management Agency.
11. As a condition of my use of Alberta Emergency Alert, I warrant to the Alberta Emergency Management Agency that I will not use Alberta Emergency Alert for any purposes that are unlawful or prohibited by these terms, conditions and notices. I will not use Alberta Emergency Alert in any manner which could damage, disable, overburden, or impair the public, the Alberta Emergency Management Agency or interfere with any other party's use of Alberta Emergency Alert.

I make these undertakings and agreements in full understanding of the role of an Authorized User for Alberta Emergency Alert. Unless otherwise specified herein, this agreement, together with the completed Designation Form constitutes the entire agreement between the Authorized User and the Alberta Emergency Management Agency with respect to Alberta Emergency Alert and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral or written, between the Authorized User and the Alberta Emergency Management Agency with respect to Alberta Emergency Alert.

The effective date of my appointment as an Alberta Emergency Alert Authorized User shall be dependent upon the Authorized User demonstrating success, knowledge, and understanding of the Alberta Emergency Alert system within a designated training environment as well as the receipt by the Alberta Emergency Management Agency of the completed Designation Form and this Authorized User Agreement document.

Signature: \_\_\_\_\_



Date: DEC 06 2021





# Summer Village of Horseshoe Bay

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

## Agenda Item Summary Report

**Agenda Item 8.c) School Board Elections: How can Village residents vote?**

**Meeting Date:** January 15, 2022

### Background

Because Summer Village elections are held in July, rather than in October, like other municipalities, Village residents are not given an opportunity to vote for School Boards. Village residents pay education tax and many of them have children that attend schools in the region.

A village resident has asked the CAO to look into it before the next election. Norman has put it on his Action List and will keep council informed.

### Recommendation/RFD/Comments

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

-Carried-

8.c)

## COMMUNITIES NOT HOLDING ELECTIONS

More than 100 communities across the province will not facilitate municipal elections this year. Those communities include summer villages, First Nations, and the Alberta side of Lloydminster.

According to Elections Alberta, residents in those communities will be able to vote in a nearby municipality or by mail.

"Whether you live in an urban area, a rural municipality, a summer village, or Indigenous community, a number of entities across Alberta are working to help you cast your vote," said Renwick.

Elections Alberta will provide training, supplies and information to municipalities in the province. Final results will also be received then reported by Elections Alberta.

Over 1.7 million brochures with information on the second ballot have been mailed out to homes in Alberta.

Albertans can look up their voting locations [online](#).

If you have any questions about the provincial ballot you can also call 1-877-422-8683, toll free.



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## Agenda Item Summary Report

**Agenda Item 8.d) Infrastructure Accountability Act**

**Meeting Date:** January 15, 2022

### Background

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**BILL 73, Infrastructure Accountability Act**, came into force on December 8, 2021.

An **Overview** and **Key Changes** are attached, as well as the actual BILL 73.

Mayor Gary Burns will give a brief report on what this means for our Summer Village.

### Recommendation/RFD/Comments

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

-Carried-

---

**Infrastructure Accountability Act and 20-Year Strategic Capital Plan Engagement – Act Introduction and What We Heard**

5 messages

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**Infrastructure Minister** <Infrastructure.Minister@gov.ab.ca>

Tue, Oct 26, 2021 at 3:34 PM

Good afternoon,

Yesterday, I had the pleasure of introducing Bill 73, *the Infrastructure Accountability Act*, for first reading during the sitting of the Legislative Assembly. I would like to thank you for helping me achieve this significant milestone.

In Summer 2020, we asked for your input to inform the development of *the Infrastructure Accountability Act* and the 20-Year Strategic Capital Plan. We received more than 3,200 submissions to our request and have heard that many Albertans supported legislating the *Infrastructure Accountability Act*, including its prioritization criteria and governance framework, and agreed with the need for long-term capital planning. This is [What We Heard](#).

If passed, the *Infrastructure Accountability Act* will help the Government of Alberta in making important future capital project investment decisions that provide Albertans with needed public infrastructure and furthers Alberta's Recovery Plan by supporting jobs and the economy.

I invite you to learn more about the *Infrastructure Accountability Act* by visiting <https://www.alberta.ca/strengthening-infrastructure-planning.aspx>

Thank you again for your engagement in informing this important initiative for our province.

Sincerely,

Prasad Panda

Minister

Classification: Protected A

---

**Norman Briscoe** <svhorseshoebay@gmail.com>

Wed, Oct 27, 2021 at 10:12 AM

To: Gary Burns &lt;gmburns45@gmail.com&gt;, Dave Amyotte &lt;dave@amyotteweld.ca&gt;, Marg Laberge &lt;lbergegm@gmail.com&gt;

FYI

*Norman R. Briscoe*

Chief Administrative Officer  
Summer Village of Horseshoe Bay  
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(780)645-4677  
[www.svhorseshoebay.com](http://www.svhorseshoebay.com)  
[svhorseshoebay@gmail.com](mailto:svhorseshoebay@gmail.com)  
[Quoted text hidden]

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Gary <[gmburns45@gmail.com](mailto:gmburns45@gmail.com)>  
To: Norman Briscoe <[svhorseshoebay@gmail.com](mailto:svhorseshoebay@gmail.com)>

Wed, Oct 27, 2021 at 9:25 PM

Norm  
Lot of interesting information in the new act. Health, compliance and school are a priority. Regarding the compliance part of the act bridges are mentioned as a priority so we may get some grant money to fix the bridge. We can only hope.  
Other key items are, ageing population and of course where will the money come from.  
The act says it will take political decisions out of the approval process, have to see this to believe it.  
Are you going to put this on the next council meeting as an information item? I could briefly give a summary of what I found in the act and the information they gathered to develop the act. Very brief.  
Thanks for sending this info.  
Gary

Sent from my iPad

On Oct 27, 2021, at 10:12 AM, Norman Briscoe <[svhorseshoebay@gmail.com](mailto:svhorseshoebay@gmail.com)> wrote:

[Quoted text hidden]

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Norman Briscoe <[svhorseshoebay@gmail.com](mailto:svhorseshoebay@gmail.com)>  
To: Gary <[gmburns45@gmail.com](mailto:gmburns45@gmail.com)>  
Cc: Dave Amyotte <[dave@amyotteweld.ca](mailto:dave@amyotteweld.ca)>, Marg Laberge <[laberagem@gmail.com](mailto:laberagem@gmail.com)>

Thu, Oct 28, 2021 at 9:14 AM

Thanks Gary. I will put Bill 73, the Infrastructure Accountability Act on the January 15, 2022 agenda.

*Norman R. Briscoe*  
Chief Administrative Officer  
Summer Village of Horseshoe Bay  
PO Box 1778  
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(780)645-4677  
[www.svhorseshoebay.com](http://www.svhorseshoebay.com)  
[svhorseshoebay@gmail.com](mailto:svhorseshoebay@gmail.com)

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laberagem <[laberagem@gmail.com](mailto:laberagem@gmail.com)>  
To: Norman Briscoe <[svhorseshoebay@gmail.com](mailto:svhorseshoebay@gmail.com)>, Gary <[gmburns45@gmail.com](mailto:gmburns45@gmail.com)>  
Cc: Dave Amyotte <[dave@amyotteweld.ca](mailto:dave@amyotteweld.ca)>

Sun, Oct 31, 2021 at 10:21 PM

Thanks Norm and Gary. I would sure appreciate a brief summary. A lot of reading and a lack of time for me this week. Hopefully things will get back to normal for next week.

Marg Laberge  
Sent from my Samsung Galaxy smartphone.  
[Quoted text hidden]

**Status:** Bill 73 came into force on December 8, 2021

**Ministry responsible:** Infrastructure and Treasury Board and Finance

## Overview

[Bill 73, the \*Infrastructure Accountability Act\*](#) legislates a governance framework to guide how capital projects are prioritized. It also legislates the development of a 20-Year Strategic Capital Plan, which will help guide government's infrastructure decisions over the long-term.

Bill 73 demonstrates our commitment to being transparent, rigorous, accountable and unbiased when building Alberta's public infrastructure. This legislation will help guide government decision-making around capital projects to best support jobs and the economy, as well as provide Albertans with the public infrastructure they need.

The act responds to recommendations from the [MacKinnon Report](#) and was informed by feedback through the [Infrastructure planning engagement](#). It aligns with the [Alberta Recovery Plan](#) to stimulate economic growth and attract investors and job creators.

## Key changes

Bill 73, the *Infrastructure Accountability Act*:

- establishes 6 criteria that government must consider when evaluating a capital planning submission. Projects will be evaluated based on how they:
  - address health, safety, and compliance needs
  - align with government priorities and strategies
  - foster economic activity and create jobs
  - improve program delivery and services
  - consider life cycle costs and whether it will generate a return on investment
  - enhance the resiliency of communities
- legislates a governance framework for developing the annual Capital Plan by outlining the roles and responsibilities for government ministries involved
- formalizes a Deputy Ministers Capital Committee to advise on the Capital Plan
- legislates the development and release of a 20-Year Strategic Capital Plan, to be released within one year of the *Infrastructure Accountability Act* coming into force, and be updated at least every 4 years



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## Agenda Item Summary Report

**Agenda Item 8.e)** Elected Officials Training: Planning 101 Webinar

**Meeting Date:** January 15, 2022

### Background

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The Alberta Summer Village Association is hosting an Elected Officials webinar, Planning 101, facilitated by Brownlee LLP, on Tuesday, January 18, 2022. The session is from 9:00 am to noon, via ZOOM.

Gary Burns, Marg Laberge and Norman Briscoe have RSVP'd to attend.

### Recommendation/RFD/Comments

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MOVED BY \_\_\_\_\_ that council approve councilors attendance at the Planning 101 seminar on January 18, 2022.

-Carried-

8.e)



**BROWNLEE LLP**  
*Barristers & Solicitors*

*Presented by:*



## UPCOMING WEBINAR

### Planning 101

[BrownleeLaw.com](http://BrownleeLaw.com)

Summer Village planning and development decisions can have a lasting impact on the community for generations. This webinar will help you understand your role as a Summer Village Councillor when dealing with planning and development matters. This webinar is intended for new council members who need to learn the planning and development process, as well as returning members who would like a refresher.

Join Brownlee LLP Partner Jeneane Grundberg, Q.C., ICD.D, as she provides a half-day Planning 101 webinar. One of our foremost leaders in municipal planning and development topics, Jeneane will discuss the necessary tools and information councils need to navigate planning and development issues. Specific attention will be given to issues arising in the summer village context, including environmentally sensitive lands.

**Date: Tuesday, January 18, 2022**

**Time: 9:00 a.m. – Noon**

**Platform: Zoom**



**A Reminder: RSVP Registration for Planning 101 Session required**

6 messages

**ASVA Exec Director** <summervillages@gmail.com>  
Reply-To: [execdirector@asva.ca](mailto:execdirector@asva.ca)  
Bcc: [svhorseshoebay@gmail.com](mailto:svhorseshoebay@gmail.com)

Tue, Jan 4, 2022 at 2:58 PM

Good afternoon to our Members,


The ASVA Planning 101 session will be held January 18, 2022 @ 9am (zoom) and is quickly approaching.

The session is filling up fast.

For those that have not yet responded please r.s.v.p at your earliest with your contact and email information to ensure you are not missed.

Sincerely appreciated.

**Sherry Poole**  
Executive Director  
Association of Summer Villages of Alberta  
780-236-5456  
[execdirector@asva.ca](mailto:execdirector@asva.ca)  
[www.asva.ca](http://www.asva.ca)

 **Planning 101 Invite 2022.01.18.pdf**  
134K

**Norman Briscoe** <svhorseshoebay@gmail.com>  
To: Deb Hamilton <[execdirector@asva.ca](mailto:execdirector@asva.ca)>

Tue, Jan 4, 2022 at 3:51 PM

I will attend. Norman Briscoe, CAO Summer Village of Horseshoe Bay  
email: [svhorseshoebay@gmail.com](mailto:svhorseshoebay@gmail.com)

Do I have to register somewhere else?

*Norman R. Briscoe*  
Chief Administrative Officer  
Summer Village of Horseshoe Bay  
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(780)645-4677  
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[svhorseshoebay@gmail.com](mailto:svhorseshoebay@gmail.com)

[Quoted text hidden]

**ASVA Exec Director** <summervillages@gmail.com>  
Reply-To: [execdirector@asva.ca](mailto:execdirector@asva.ca)  
To: Norman Briscoe <svhorseshoebay@gmail.com>

Tue, Jan 4, 2022 at 4:02 PM

Hello Norman,

Thank you, this is to confirm I have added you to the registration list.

Brownlee, the session facilitator will be setting up the zoom link shortly and you will receive that within the next couple days.

Thanks again.

**Sherry Poole**  
Executive Director  
Association of Summer Villages of Alberta  
780-236-5456  
[execdirector@asva.ca](mailto:execdirector@asva.ca)  
[www.asva.ca](http://www.asva.ca)

[Quoted text hidden]

**Norman Briscoe** <svhorseshoebay@gmail.com>  
To: Gary Burns <[gmburns45@gmail.com](mailto:gmburns45@gmail.com)>, Dave Amyotte <[dave@amyotteweld.ca](mailto:dave@amyotteweld.ca)>, Marg Laberge <[lbergegm@gmail.com](mailto:lbergegm@gmail.com)>

Tue, Jan 4, 2022 at 5:07 PM

FYI, if any of you also want to register.

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[Quoted text hidden]

**Gary** <[gmburns45@gmail.com](mailto:gmburns45@gmail.com)>  
To: Norman Briscoe <svhorseshoebay@gmail.com>

Tue, Jan 4, 2022 at 7:52 PM

Norm  
I also want to attend. Do I sign up myself or should you register for me.  
Let me know.  
Thanks GARY



# Summer Village of Horseshoe Bay

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## Agenda Item Summary Report

### Agenda Item 8.f) Lakeland Cross-Country Ski Club

**Meeting Date:** January 15, 2022

#### Background

The Lakeland Cross Country Ski Club contacted Norman to discuss and provide information about the Club and their activities.

The North Bend Loop of the Westcove Nordic Ski Trails borders the Summer Village. They would like us to inform our residents about the club, membership, fees, and trails availability. They would also like us to ask residents not to ride quads or snowmobiles on the Cross-Country Ski trails.

In the future the club may be interested in extending the trails into and around the Summer Village.

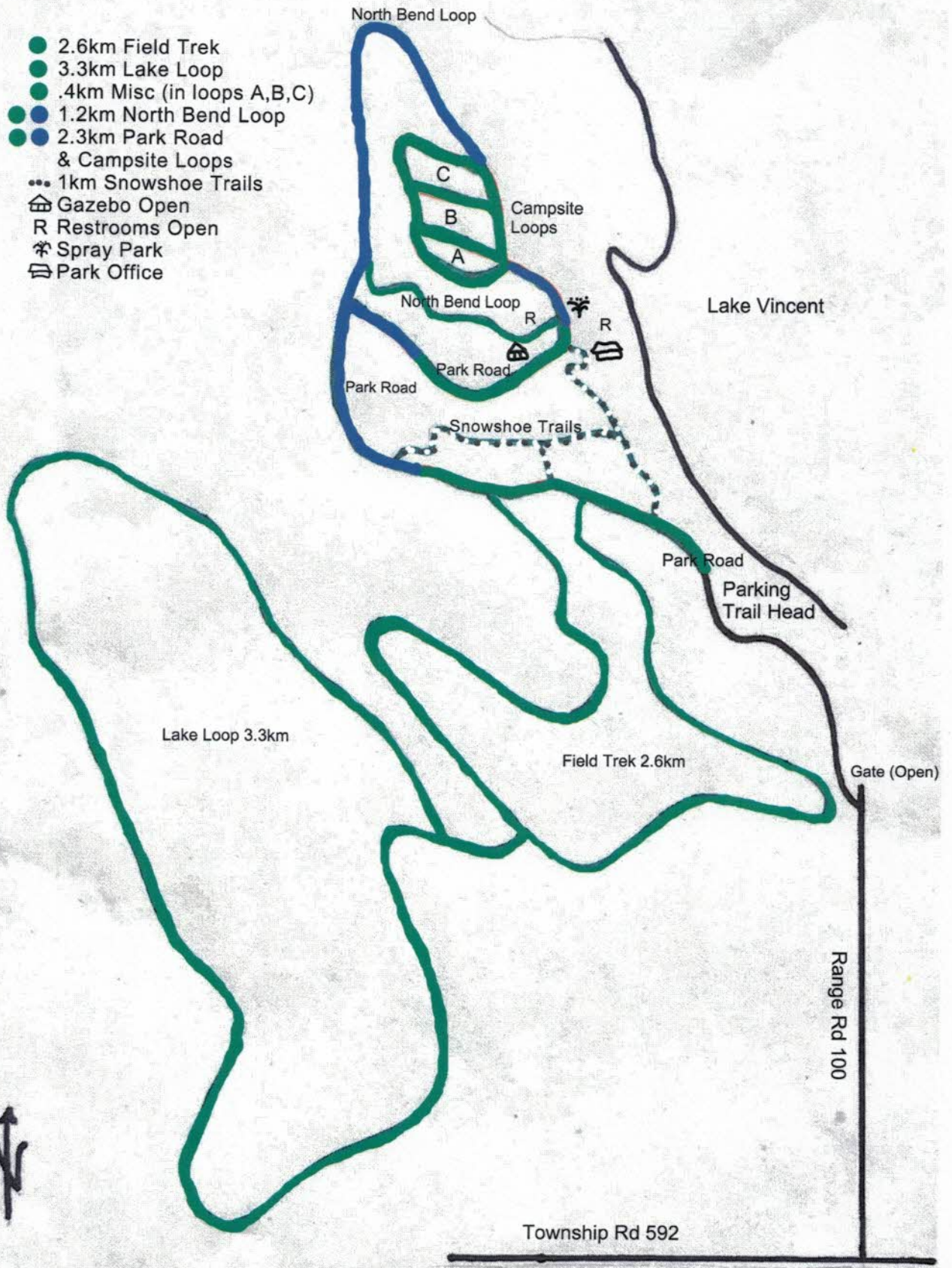
#### Recommendation/RFD/Comments

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

-Carried-

# WESTCOVE NORDIC SKI MAP

- 2.6km Field Trek
- 3.3km Lake Loop
- .4km Misc (in loops A,B,C)
- 1.2km North Bend Loop
- 2.3km Park Road & Campsite Loops
- ... 1km Snowshoe Trails
- ☞ Gazebo Open
- R Restrooms Open
- ☼ Spray Park
- ☞ Park Office





Norman Briscoe <svhorseshoebay@gmail.com>

## Initial contact with the Lakeland Cross-Country Ski Club

1 message

Lakeland Cross Country Ski Club <lakelandccsc@gmail.com>  
To: svhorseshoebay@gmail.com

Wed, Dec 15, 2021 at 4:37 PM

Hi Norm!

It was great talking with you this afternoon.  
my personal cell is: 780 614-5522  
email: [lakelandccsc@gmail.com](mailto:lakelandccsc@gmail.com)  
website: [www.lakelandxcski.com](http://www.lakelandxcski.com)

Check out our website or Facebook or Instagram to keep in touch with what the Club is doing.

Joanne Lamoureux



# Welcome to the Lakeland Cross Country Ski Club (LCCSC)

LCCSC maintains two sites with classic & skate ski trails open to the public.

St. Paul Golf Course and a NEW rural location at the Westcove Municipal Recreation Area in the County of St. Paul

Non-member daily ski cost:

Adults \$10

Youth \$5 (5-17 years old)

e-transfer to [lakelandccsc@gmail.com](mailto:lakelandccsc@gmail.com) (Automatic deposit)

Check out our Facebook page for ski trail conditions.

LCCSC is run entirely by volunteers.

Membership to the Club supports the costs of machinery, insurance, site development and Club programs.

All skiers must sign in before skiing for insurance and safety purposes, as well as statistics.

Signing in also gives you a chance to win cross-country ski wear.

[Sign In](#)



**2021-2022 LCCSC MEMBERSHIP REGISTRATION FORM** (p. 1/4)

Membership Fees to the LCCSC go towards all costs related to providing & maintaining quality cross-country ski trails and for various activities of the club. LCCSC is a non-profit society.

Membership fees to Nordiq Alberta(NA and Nordiq Canada(NC) support the development of cross-country skiing in Alberta and Canada as well as providing liability insurance coverage for activities approved by Nordiq Canada.

- **\$10.00** Nordiq Alberta Membership Fee (included in LCCSC membership fee)
- **\$10.00** Nordiq Canada Membership Fee (included in LCCSC membership fee)



Date of application: \_\_\_\_\_

**Individual adult (18+): \$50** (\$30 goes to LLCSC; \$20 goes to NA & NC) \_\_\_\_\_ X \$50 =  
\$ \_\_\_\_\_

**Individual youth (5-17): \$25** (\$5 goes to LLCSC; \$20 goes to CCA & NC). \_\_\_\_\_ X \$25 =  
\$ \_\_\_\_\_

**Zone 4 registration fee: \$1.00/person** \_\_\_\_\_ X \$1 =  
\$ \_\_\_\_\_

\_\_\_\_\_ # people  
Would you like to make a donation for trail grooming costs?  
\$ \_\_\_\_\_

(If yes, minimum \$10 donation - should be added onto payment)

=====

**TOTAL PAYMENT: cash or cheque to: Lakeland Cross-Country Ski Club**  
\$ \_\_\_\_\_

mail or deliver to: 4601 – 47 Avenue, St. Paul, AB T0A 3A3

or **etransfer to: lakelandccsc@gmail.com**

**Many hands make light work. Volunteers doing what they enjoy make a GREAT CLUB!**

- a) \_\_\_\_\_ Track setting team at Westcove Trails
- b) \_\_\_\_\_ Track setting team at Golf Course Trails
- c) \_\_\_\_\_ Machinery & implement maintenance team
- d) \_\_\_\_\_ Website team
- e) \_\_\_\_\_ Communications team
- f) \_\_\_\_\_ Fundraising team
- g) \_\_\_\_\_ Grant writing team
- h) \_\_\_\_\_ Coordinating Ski Development Programs team
- i) \_\_\_\_\_ Coaching Ski Development Programs team
- j) \_\_\_\_\_ Assisting with adult & youth learn to ski lessons
- k) \_\_\_\_\_ XC Ski Rental Team
- l) \_\_\_\_\_ Ski rental maintenance team

- m)  Events planning team
- n)  Ski Buddy or Ski Host
- o)  Statistics keeper
- p)  Planning committee for **Seniors on Skis** activities
- q)  Golf Course Clubhouse cleaning team

**MEMBER INFORMATION**

2021-2022 LCCSC Member Registration Form (p. 2/4)

**Main contact info**  adult memb  Parent/guardian

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Birthday: \_\_\_\_\_  
 Address: \_\_\_\_\_ Postal code: \_\_\_\_\_  
 Cell phone: \_\_\_\_\_ e-mail: \_\_\_\_\_  
 \_\_\_\_\_

Member info:  adult (18+)  youth (5-17)  
 Name: \_\_\_\_\_ Age: \_\_\_\_\_ Birthday: \_\_\_\_\_  
 Address (if different): \_\_\_\_\_ Postal code: \_\_\_\_\_  
 Cell phone (if different) \_\_\_\_\_ email (if different): \_\_\_\_\_

Member info:  adult (18+)  youth (5-17)  
 Name: \_\_\_\_\_ Age: \_\_\_\_\_ Birthday: \_\_\_\_\_

Member info:  adult (18+)  youth (5-17)  
 Name: \_\_\_\_\_ Age: \_\_\_\_\_ Birthday: \_\_\_\_\_

Member info:  adult (18+)  youth (5-17)  
 Name: \_\_\_\_\_ Age: \_\_\_\_\_ Birthday: \_\_\_\_\_

Member info:  adult (18+).  youth (5-17)  
 Name: \_\_\_\_\_ Age: \_\_\_\_\_ Birthday: \_\_\_\_\_

Member info:  adult (18+)  youth (5-17)  
 Name: \_\_\_\_\_ Age: \_\_\_\_\_ Birthday: \_\_\_\_\_

Member info:  adult (18+).  Youth (5-17)

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Birthday: \_\_\_\_\_

**The following attached Agreement pp. 2 & 3 MUST be read and signed as a condition of membership.**

**The attached Agreement MUST be signed as a condition of membership.**

**2021-2022 LCCSC Member Registration form (p.3/4)**

## **Informed Consent & Assumption of Risk Agreement**

**By signing this document you will assume certain risks. Please read carefully.**

**1.** This is a binding legal agreement. As a Participant in the sport of cross-country skiing and the programs, activities and events of **Nordiq Canada including all of its registered Divisions and Clubs and Canadian Snowsports Association** (hereinafter called **NC/CSA**), which include without limitation cross-country skiing competitions, camps, clinics, and related activities such as roller-skiing, road cycling, running and hiking (hereinafter called the **Activities**), the Participant and/or the Parent/Guardian of the Participant (hereinafter called the **Parties**), acknowledge and agree to the following terms:

### **2. DESCRIPTION OF RISKS**

The Participant is participating voluntarily in the **Activities**. In consideration of the Participant's participation in the **Activities** sanctioned by **NC/CSA**, the **Parties** hereby acknowledge that they are aware of the risks, dangers and hazards associated with or related to the **Activities**, and may be exposed to such risks, dangers and hazards. The risks, dangers and hazards include, but are not limited to, injuries from:

1. training whether indoor or outdoor including strength training, running, hiking and cycling;
2. overusing, exerting and stretching various muscle groups and strenuous cardiovascular workouts;
3. vigorous physical exertion, rapid movements and quick turns and stops;
4. falling to the ground due to slips, trips or uneven, slippery or irregular terrain or surfaces;
5. contact, colliding or being struck by skis, ski poles, equipment, trees, other individuals or other fixed objects;
6. failing to participate within one's abilities, skill and within designated areas;
7. becoming lost or separated from the group or the group becoming split up;
8. failure to properly use any piece of equipment or from the mechanical failure of any piece of equipment;
9. extreme weather conditions which may result in frostbite, hypothermia, snowstorms, sunstroke or lightning strikes;
10. encounters with animals or plants including allergic reactions;
11. travel to and from training, competitive events and associated non-competitive events which are an integral part of **Activities**; and
12. infectious disease contracted through viruses, bacteria, parasites, and fungi which may be transmitted through direct or indirect contact;
13. other risks normally associated with participation in the **Activities**.

### **3. Furthermore, the Parties are aware:**

1. that injuries sustained may be severe, paralyzing or fatal;
2. that the Participant may experience anxiety or embarrassment while challenging themselves during the activities, events and programs of **NC/CSA**;
3. that the risk of injury is reduced if the Participant follows all rules established for participation; and
4. that the risk of injury increases as the Participant becomes fatigued.

### **4. Disclaimer**



In consideration of **NC/CSA** accepting the Participant's application for membership in the **Club** or allowing the Participant to participate, the **Parties** agree that **NC/CSA**, and its respective directors, officers, committee members, members, employees, volunteers, participants, agents and representatives are not responsible for any injury, personal injury, damage, property damage, expense, loss of income or loss of any kind suffered by the Participant during, or as a result of, any of the **Activities** sanctioned by **NC/CSA**, caused by the risks, dangers and hazards associated with the **Activities**.

## 5. Acknowledgement

The **Parties** confirm that:

1. the participant's physical condition is sufficient to allow participation in the sport of cross-country skiing and the activities, events and programs of **NC/CSA**;
2. they have been provided sufficient information about **Activities** and the associated risks and hazards so that they are aware of the effect of this agreement;
3. the Participant agrees to abide by the Rules and Regulations imposed by **NC/CSA**, in association with the **Activities**, and to follow the instructions of the officials during the **Activities**; and
4. they have read this agreement, understand it, have executed this agreement voluntarily, and that this agreement is to be binding upon the **Parties**, their heirs, executors, administrators and representatives.

## 6. In addition, the **Parties: (re: photographs & videos)**

1. authorize **NC/CSA**, to collect and use personal information about the **Parties** which relates in any way to the **Activities**, including without limitation the publication of photographs in newsletters and promotional materials, and the posting of photographs, videos, articles, rosters, statistics, images and results on the **NC/CSA** websites;
2. grant permission to **NC/CSA**, to photograph and/or record the **Parties** image and/or voice, and to use this material to promote **NC/CSA**, through any form of and agree that the audio/visual material and copyright will remain the sole property of **NC/CSA**, and waive any claim to remuneration for use of audio/visual materials used for these purposes; and
3. understand that they may withdraw such consent at any time by contacting Nordiq Canada at 403-678-6791 or info@cccski.com. Nordiq Canada will advise the implications of such withdrawal.

**\*We do not sell or distribute your personal information to any other third party not listed herein.\***

I/We the 18+ Participant(s), Parent(s) and/or Guardian(s) on p.2/4 of this application have read and AGREE to be bound by this agreement.

\_\_\_\_\_  
Signature Participant, Parent and/or Guardian#1

\_\_\_\_\_  
Signature Participant, Parent and/or Guardian#2

\_\_\_\_\_  
Printed name of signature above

\_\_\_\_\_  
Printed name of signature above

**Thank you for joining the Lakeland Cross Country Ski Club! See you on the trails!**





# Summer Village of Horseshoe Bay

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

## Agenda Item Summary Report

### Agenda Item 8.g) "Go East of Edmonton" Membership

**Meeting Date:** January 15, 2022

#### Background

---

**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

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

-Carried-

8.g)

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## STEP Minutes & Report

---

Linda Sallstrom <lsallstrom@stepeconomicdevelopment.ca>

Thu, Dec 9, 2021 at 6:26 PM

To: svhorseshoebay@gmail.com, skitz@county.stpaul.ab.ca, Steven Jeffery <sjeffery@town.stpaul.ab.ca>, Ken Gwozdz <cao@elkpoint.ca>, Darrell Younghans <dyounghans@county.stpaul.ab.ca>, dave@amyotteweld.ca, Diane Ellis <executivedirector@stpaulchamber.ca>, Gary Ward <gward@town.stpaul.ab.ca>, Karyann.Boychuk@gov.ab.ca, Mark Baxter <mark@outlookmarketresearch.com>, Perry Phillips <perryphillips@albertahub.com>, Timothy Smereka <lonesspruce.enviro@gmail.com>  
Cc: Sarah Burton <sburton@town.stpaul.ab.ca>, Alycia Pollard <executiveassistant@elkpoint.ca>, Betty Richard <brichard@county.stpaul.ab.ca>, Elk Point Chamber of Commerce <info@elkpointchamber.ca>

Good Day

Please find attached the STEP Minutes and Report.

Additionally, at Sheila's request, the STEP EDO made inquiry with Go East Marketing regarding the benefits of membership. At the further request of the STEP Committee, the 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 (ie County)	\$1500
Additional members (ie. Town Elk Point/Town St. Paul)	\$500*
Chambers of Commers (ie Elk Point, Mallaig and St. Paul)	\$200

\*confirming this as Elk Point would be lower based on population.

All additional fees, including advertising (which can be combined between municipalities for a lower cost), Road Show Trip, and/or Digital Marketing would be at the discretion and cost of the community or organization taking part. Documents attached promote and cost each component separately.

From an economic development perspective there is a direct correlation between the Go East promotions and visitors to the community, as well as a direct correlation between community content on the Go East social media sites and hits on municipal sites. Additionally, there is evidence that the Road Trip Adventure game provided direct benefits to the communities that participated.

The County has put forward an RFD for next Council meeting on December 14th but would like some feedback/consensus from the other municipalities/Chambers on whether there is value in pursuing a regional membership. Please note Go East is open to negotiation of a regional membership beyond the membership deadline of December 15<sup>th</sup>.

*Linda Sallstrom*

Economic Development Officer

780-646-2975

[lsallstrom@stepeconomicdevelopment.ca](mailto:lsallstrom@stepeconomicdevelopment.ca)

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



# 2022 Municipal Membership Benefits and Fees

We are your DMO (Destination Marketing Organization) supporting areas Northeast, East and Southeast of Edmonton

- **Award Winning Tourism Marketing -** Year-round your community is promoted through the #1 highest reaching Regional Tourism Marketing Programs.
- **Website Community profile, attraction and event listings,** (including museums, farmers markets, community events, golf courses, campgrounds etc.) special section box ad, & photos on the Go East of Edmonton website <https://goeastofedmonton.com/communities/>
- **Social Media** promotion for its members/communities, attractions, events, likes, and sharing. (Facebook, Instagram and Twitter)
- You can receive numerous **Event promotions on our weekly Radio Programs**
- You can receive extra promotion in our **Tradeshows, Contests, E- News and more.**
- Member rates on Buy-In Opportunities such as the **Travel Guide, Roadtrip Adventure Special Promotions, Digital Marketing Opportunities**
- Important Benefits also included for **your Non-profit Organizations.** Your NPOs can submit events, activities to be promoted on our Website, Social Media, Radio, etc.
- *See the Power of Go East of Edmonton document for more benefits and statistics.*
- **Outstanding Tourism Development**
- You Benefit from **grants and invested funds to develop projects** such as Travel Alberta Marketing Funds or Covid Recovery Grant funds to develop and Promote Content and or support to Industry.
- **Recognition and opportunities** in regional marketing grants, projects, and other programs.
- **Alberta CARES** grant funding through 2022 for Go East will include your community through project development, coordination and marketing of communities through regional itineraries.
- More content included in the Go East Website, plus more traffic to your pages.
- **Ongoing Tourism Support (Communications)**
- **Communication** to members through email updates, newsletters and online meetings.
- **Tourism management and one-on-one consulting opportunities** for members.
- **Covid-19 Advocacy** will support your local businesses and community through updates.

Membership based on population for your community. All municipalities receive the standard membership benefits.

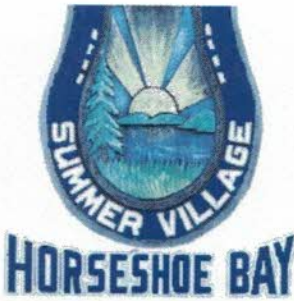
<input type="checkbox"/> Population up to 249	\$200
<input type="checkbox"/> Population 250-499	\$300
<input type="checkbox"/> Population 500-2499	\$400
<input type="checkbox"/> Population 2500 – 4999	\$750
<input type="checkbox"/> Population 5000+	\$1500

*(GST not applicable) (Note Memberships will be invoiced by January on the calendar year)*

**For more details please contact:**

Kevin Kisilevich, Marketing and Development, Go East of Edmonton Regional Tourism

[kevin.goeast@gmail.com](mailto:kevin.goeast@gmail.com) 780-632-6191



# Summer Village of Horseshoe Bay

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

## Agenda Item Summary Report

### Agenda Item 8.h) Assessment Review Board (ARB) and Subdivision Development Appeal Board (SDAB) Training

**Meeting Date:** January 15, 2022

#### Background

ARB members and clerks have to take refresher training every 3 years. Gary Burns, member and Norman Briscoe, clerk, must complete a 'refresher' training program in 2022. A schedule of ARB training dates for 2022 is attached.

SDAB members and clerks are required to take refresher training every 3 years. Wayne Overbo, member, and Norman Briscoe, clerk, must take a 'refresher' training program in 2022. A schedule of SDAB training dates is attached.

#### Recommendation/RFD/Comments

MOVED BY \_\_\_\_\_ that council authorize the refresher training for the Summer Village assessment Review Board member and clerk in 2022, as required by Alberta legislation.

-Carried-

MOVED BY \_\_\_\_\_ that council authorize the refresher training for the Summer Village Subdivision and Development Appeal Board (SDAB) member and clerk in 2022, as required by Alberta legislation.

-Carried-

8.h)

## Notifications

[COVID-19 Updates](#): Protecting Albertans from the Omicron variant.

- [Public health restrictions](#) to reduce transmission remain in effect.
- [Book your vaccine](#): Albertans 5+ can get vaccinated now. Get booster when eligible.



[Home](#) → [Housing and community](#) → [Housing and property](#) → [Property rights and ownership](#) → [Land and Property Rights Tribunal](#)

## Municipal board training and certification

Learn about training programs and course dates for municipal board members and clerks.

### On this page:

- [Overview](#)
- [Training dates](#)
- [How to apply](#)
- [Course descriptions](#)
- [Resources](#)
- [Contact](#)

## Overview

### Subdivision and Development Appeal Boards (SDABs)

SDABs hear most subdivision and development permit appeals and stop work order appeals.

The Land and Property Rights Tribunal provides training, however, SDABs can arrange for other providers to deliver the mandatory training if desired.

New members and clerks receive their SDAB certification after successful completion of a training program.

The [Subdivision and Development Appeal Board Regulation](#) requires members and clerks to complete a training program. The approved syllabus for the training program is set out in Ministerial Order MSL:019/18.

- [Training Requirements for SDAB Clerks and Board Members](#) – Ministerial Order MSL:019/18

SDAB certification is valid for 3 years from the date the training program is completed.

Certified members and clerks must complete a refresher training program every 3 years to maintain their SDAB certification.

### Assessment Review Boards (ARB)

The Tribunal provides certification training for ARB members and clerks. This is required training pursuant to Matters Relating to Assessment Complaints Regulation (AR 310/2009) and Ministerial Order M:001/14.

- [Training requirements for ARB clerks and board members](#) – Ministerial Order No. M:001/14

After successful completion of the training program, the member or clerk will receive their ARB certification.

ARB certification is valid for 3 years from the date the training program is completed.

Certified members and clerks must complete a 'refresher' training program every 3 years to maintain their ARB certification.

## Training dates

Registration is required. [Find out about training registration](#) or call [780-427-2444](tel:780-427-2444).

All courses are online. A WebEx meeting invitation will be sent approximately 1 week prior to the session. Participants are required to participate through video and audio during the session.

### Assessment Review Board training dates 2022

- January 28 – New clerk and clerk refresher
- February 7 to 11 (morning) – New Member
- February 15 to 17 (morning) – Member refresher
- February 28 to March 4 (morning) – New Member
- March 8 to 10 (morning) – Member refresher
- March 18 – New clerk and clerk refresher
- April 19 to 21 (morning) – Member refresher
- April 28 – New clerk and clerk refresher
- May 2 to 6 (morning) – New member
- May 18 – New clerk and clerk refresher
- May 24 to 26 (morning) – Member refresher
- June 13 to 17 (morning) – New member
- June 22 – New clerk and clerk refresher
- September 28 – New clerk and clerk refresher

### Subdivision and Development Appeal Board training dates 2022

- January 24 to 27 (morning) – New Member and clerk
- January 24 to 26 (afternoon) – Member and clerk refresher
- March 14 to 17 (morning) – New Member and clerk
- March 14 to 16 (afternoon) – Member and clerk refresher
- May 9 to 12 (morning) – New Member and clerk
- May 9 to 11 (afternoon) – Member and clerk refresher
- June 6 to 9 (morning) – New member and clerk
- June 6 to 8 (afternoon) – Member and clerk refresher

## PDF form issues

Fillable PDF forms do not open properly on some mobile devices and web browsers. To fill in and save the form:

1. Save the PDF form to your computer – click or right-click the link and download the form.
2. Open the PDF form with Adobe Reader. Fill it in and save it.

## How to apply

Use the [Training request form](#) (PDF, 413 KB) to register for the following courses:

- SDAB new member and clerk course
- SDAB member and clerk refresher course
- ARB new member course
- ARB member refresher course
- ARB new clerk or clerk refresher course

Use the [Application Form for Advanced Member Refresher Course](#) (PDF, 467 KB) to register for the following courses:

- ARB member refresher advanced course
- ARB clerk refresher advanced course

## Course descriptions

### SDAB new member and clerk course

This course is for newly appointed SDAB members and clerks or yet to be certified members and clerks.

This course includes:

- administrative law principles
- introduction to planning and development in Alberta
- legislative and planning considerations
- roles and responsibilities of members, clerks and other parties
- SDAB appeals, process and authority
- decision making
- other issues

This course is now delivered in 4, 3-hour online sessions. Successful completion of an online exam within 7 days of the course date is required to obtain certification.

### SDAB member and clerk refresher course

This is a more condensed course for SDAB members and clerks who need to recertify, and reviews:

- administrative law
- legislative and planning considerations
- SDAB appeals, process and authority
- decision making

This course is now delivered in 3, 3-hour online sessions. Successful completion of an online exam within 7 days of the course date is required to obtain certification.

### ARB new member course



This course is for newly appointed ARB members and covers:

- administrative law
- principles of assessment

This course is now delivered in 5, 3-hour online sessions. Successful completion of an online exam within 7 days of the course date is required to obtain certification.

ARB member refresher course

This is a more condensed course for ARB members who need to recertify, and reviews:

- administrative law
- principles of assessment

This course is now delivered in 3, 3-hour online sessions. Successful completion of an online exam within 7 days of the course date is required to obtain certification.

ARB member refresher advanced course

This is a self-study course for experienced ARB members who need to recertify, and covers:

- administrative law
- principles of assessment

The course involves:

- receiving training manuals by mail or email
- completion of the required exam online

As an advanced member, there would be no additional requirement to attend an in-person session.

ARB new clerk or clerk refresher course

This course is for newly appointed ARB clerks, as well as ARB clerks who need to re-certify.

The course covers the area of administrative law, specific to the ARB complaint process.

This course is now delivered in 1, 4-hour online session. Successful completion of an online exam within 7 days of the course date is required to obtain certification.

ARB clerk refresher advanced course

This is a self-study course for ARB clerks who need to re-certify. The course covers the area of administrative law, specific to the ARB complaint process.

ARB clerks may have the option of advanced clerk standing, which involves the following:

- receiving training manuals by mail or email
- completion of the required online exam

As an advanced clerk, there is no additional requirement to attend an in-person session.

## Resources

[ARB Exam and Certification Information form](#) (PDF, 59 KB)

### Legislative framework for Alberta ARBs

We have developed a 6 by 9 inch coil bound booklet, which contains:

- *Municipal Government Act*
- Matter Relating to Assessment Complaints Regulation
- Matters Relating to Assessment and Taxation Regulation
- Community Organization Property Tax Exemption Regulation
- Minister's Guidelines
- *Interpretation Act*

Order a copy of the [Legislative Framework for Alberta Assessment Review Boards](#) from Queen's Printer. The legislation in this booklet is effective as of June 2021.

## Contact

Connect with the Land and Property Rights Tribunal:

Hours: 8:15 am to 4:30 pm (open Monday to Friday, closed noon to 1 pm, closed statutory holidays)

Phone: [780-427-2444](tel:780-427-2444)

Toll free: [310-0000](tel:310-0000) before the phone number (in Alberta)

Fax: 780-427-0986

Email: [lpri.training@gov.ab.ca](mailto:lpri.training@gov.ab.ca)

Address:

Land and Property Rights Tribunal

2nd Floor, Summerside Business Centre

1229 91 Street SW

Edmonton, Alberta T6X 1E9

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Alberta.ca





Norman Briscoe <svhorseshoebay@gmail.com>

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## 2022 Assessment Review Board Courses - Clerks and Members

1 message

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LPRT Training <lprt.training@gov.ab.ca>

Thu, Dec 2, 2021 at 2:20 PM

### All CAOs, Clerks, Members and Stakeholders;

The Land and Property Rights Tribunal (formerly the Municipal Government Board) is responsible for delivering Assessment Review Board (ARB) Member and Clerk certification training.

**Registration for 2022 ARB training courses is now open, subject to demand.** Please refer to the [LPRT Website](#) for course information including upcoming course dates and the registration form.

Due to the ongoing COVID-19 pandemic, courses will only be offered through online sessions at this time until further notice.

To register, please complete a registration form and forward to [lprt.training@gov.ab.ca](mailto:lprt.training@gov.ab.ca).

Any questions with respect to the registration process or program content should be directed to the Land and Property Rights Tribunal at 780-427-2444, or by email to [lprt.training@gov.ab.ca](mailto:lprt.training@gov.ab.ca)

### Frequently Asked Questions

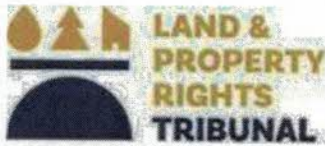
1. How do Members and Clerks register for a course?
  - Please refer to the [LPRT Website](#).
  
2. Do ARB Members and Clerks need to recertify?
  - Yes. In order to have an 'active' status, the certification must be refreshed every 3 years.
  
3. Is there a cost to register in the course?
  - No. At this time there is no cost to register for the course. The Member/Clerk will be required to fill out the registration form, authorized by the CAO/Director/Manager of the sponsoring municipality. The Registration form is on our website.
  
4. How do I know if my Members' or Clerks' certifications are current?

- Certification status for all current ARB Members and Clerks is maintained by the Land and Property Rights Tribunal. Please email us with the names of the individuals you would like us to verify certification status for at [lprt.training@gov.ab.ca](mailto:lprt.training@gov.ab.ca).

Sincerely,

Susan McRory

Chair



1229-91 Street SW

[Edmonton, AB T6X 1E9](#)

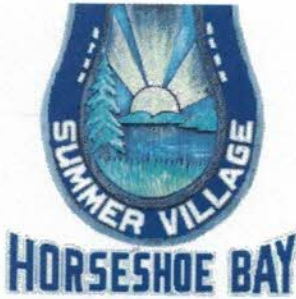
Business Hours: 8:15 am - 4:30 pm (closed 12:00 pm to 1:00 pm)

Main: 780-427-2444 (toll free 310-0000)

Fax: 780-427-0986

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Classification: Protected A



# 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:** January 15, 2022

### Background

---

Financial Reports for 12 months ended December 31 , 2021:

- Actual Year-to-Date to Budget,
- Cheque log: for the months of October to December, 2021
- December, 2021 Bank Reconciliation

### Recommendation/RFD/Comments

---

MOVED BY \_\_\_\_\_ that the financial reports for the 12 months ended December 31, 2021, including cheque #2543 to 2572 in the amount of \$72,016.16 be accepted as presented.

-Carried-

**Summer Village of Horseshoe Bay  
Projected Actual to Budget  
For the year ended December 31, 2021**

DRAFT

Prepared by: NB Jan 6, 2022

	2021 Budget	Unaudited 2021 Actual Estimated Operating
<b>REVENUE</b>		
Taxation Revenue		
Tax Recovery Transfer		
Residential Property Tax	\$ 103,778	\$ 103,778
Minimum Tax	18,720	18,720
Total Residential property tax	122,498	122,498
Non-Residential - Linear Prop. Tax	1,373	1,288
Non-Residential minimum tax	632	717
Non-Res. Linear Property Tax	2,005	2,005
Total Property Taxes & GIP	124,503	124,503
Less Education Requisition transfers	43,866	43,866
DI Property Tax Requisition 2020 \$12.98	-	-
<b>Total Tax Revenue</b>	<b>80,637</b>	<b>80,637</b>
Other Revenue		
User Fees (Certificate, fees, etc.)	400	550
Investment Revenue	1,200	863
Penalties & Costs on Taxes	500	374
Permits (Development) & Licenses	200	300
Miscellaneous Revenue	330	
Recreation Revenue	2,000	120
<b>Total Other Revenue</b>	<b>4,630</b>	<b>2,207</b>
Funding from Grants		
Government Transfers for MSI Operating	10,733	14,733
Government Transfers for ACP grants	172,000	99,015
<b>Total Grant Funding</b>	<b>182,733</b>	<b>113,748</b>
<b>TOTAL REVENUE</b>	<b>268,000</b>	<b>196,592</b>
<b>EXPENSE</b>		
Council		
Council Honorarium	10,800	9,000
Council Travel & Subsistence	1,200	230
Council Communications - Wi-Fi	500	475
Election	1,000	203
Council Memberships & Registrations	1,500	600
<b>Total Council</b>	<b>15,000</b>	<b>10,508</b>
General & Administrative Expenses		
Administration - Contract	20,100	20,113
Travel & Subsistence	100	
Advertising & Promotions	200	55
Assessment Services	5,300	5,300
Audit & Legal	5,800	5,700
Communication - Courier & Postage	900	410
Memberships	1,500	1,386
Gen/Admin Materials, goods & supplies	2,500	2,819
Miscellaneous & Other Expense	100	201
Registrations	100	
WCB	500	373
Website Maintenance	900	815
<b>Total General &amp; Administrative Expenses</b>	<b>38,000</b>	<b>37,172</b>

DRAFT

**DRAFT**

**Summer Village of Horseshoe Bay  
Projected Actual to Budget  
For the year ended December 31, 2021**

	<b>2021 Budget</b>	<b>Unaudited 2021 Actual Estimated Operating</b>
<b>EXPENSES continued</b>		
Roads, Streets, Walks, Lighting		
Roads Services purchased non-govt	29,000	55,643
Road Maintenance & repairs materials	343	822
Road Maintenance by County of St Paul	4,000	2,047
Signage	200	1,928
Stormwater & Drainage	172,000	100,055
Amortization	49,457	49,457
<b>Total Roads, Streets, Walks, Lights</b>	<b>255,000</b>	<b>209,952</b>
Fire & Preventive Services		
Police Recovery cost	2,438	2,385
Emergency Management (E911)	300	296
Preventive Services materials & supplies	256	
Fire Expenses County	2,920	2,920
Fire Equipment for CSP Mallaig FD	6,000	6,000
Reg. Emergency Management Exp.	309	309
Reg. Occupational Health & Safety	1,027	1,027
MuniSite (WebMap) GIS (AAG)	750	750
<b>Total Fire &amp; Preventive Services</b>	<b>14,000</b>	<b>13,687</b>
Waste Management		
Waste Management Non-County	878	31
Waste Management County St Paul	12,403	12,501
Amortization	719	719
<b>Total Waste Management</b>	<b>14,000</b>	<b>13,251</b>
<b>Planning, Develop &amp; IM Collaboration</b>	<b>1,000</b>	<b>250</b>
Parks & Recreation		
Contracted Services - Hall	500	262
Contracted Services -Park grass & Equip't	4,000	2,775
Contracted Services - Other	7,315	9,943
Total Contracted Services - Labour	11,815	12,980
Contracted Services County of St Paul	2,000	476
Share of Rec Class A Assets Operating costs	2,600	2,557
Insurance Rec. Centre, parks & recreation	2,600	2,619
Materials, Goods & Supplies	2,400	510
Utilities	4,500	4,520
Small capital purchases from Capital	2,000	1,333
Amortization	4,085	4,085
<b>Total Parks &amp; Recreation</b>	<b>32,000</b>	<b>29,080</b>
<b>TOTAL OPERATING EXPENSE</b>	<b>369,000</b>	<b>313,900</b>
<b>NET Surplus (Deficiency)</b>	<b>-101,000</b>	<b>-117,308</b>
Other		
Government transfers for Capital	355,000	67,768
<b>Excess (Deficiency) of Rev over Exp</b>	<b>254,000</b>	<b>-49,540</b>
Adj. for cash items, not PSAB Rev. or Exp.		
Tangible Capital Assets expenditures	-318,000	-
<b>Deficiency of Rev over Exp after amort.</b>	<b>-64,000</b>	<b>-49,540</b>
Adjust for non-cash items:		
Amortization expense	54,261	54,261
Transfer from Unrestricted Surplus for Op	4,520	-
Transfer from Unrestricted Surplus	5,219	-
<b>FINANCIAL PLAN Balance</b>	<b>\$ -</b>	<b>\$ 4,721</b>

**DRAFT**