

Summer Village of Horseshoe Bay

Agenda: Regular Meeting
Saturday, May 13, 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) April 15, 2023 Regular Meeting
4. PUBLIC HEARINGS – none
5. DELEGATIONS – none
6. BYLAWS
 - a) Property Tax Bylaw 140/2023
 - b) Municipal Credit Card Borrowing By-Law 141/2023
7. OLD BUSINESS
 - a) Regional Municipal Service Delivery Options Study
 - b) ACP Grant Investor Readiness Project
8. NEW BUSINESS
 - a) Development Permit Variance Request – 123 Homestead Trail
 - b) Village telephone number
9. COUNCILLOR REPORTS
 - a) Gary Burns:
 - b) Dave Amyotte:
 - c) Marg Laberge:
10. CAO REPORT AND ACTION LIST
11. FINANCIAL REPORTS.
 - a) For the 4 months ended April 30, 2023 and cheque log April 1 to April 30, 2023
12. CORRESPONDENCE
 - a) Sheila Kitz April 10 email Submission of Estimated Borrowing Amounts
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 April 15, 2023 Regular Meeting

Meeting Date: May 13, 2023

Background/Discussion/Options

Minutes of April 15, 2023, Regular Meeting are attached for approval.

Recommendation/RFD/Comments

MOVED BY _____ that the minutes of the April 15, 2023 regular council meeting be approved as presented.

-Carried-

SUMMER VILLAGE OF HORSESHOE BAY

Minutes of Regular Meeting
Saturday April 15, 2023
Martin Recreation Centre
11:00 a.m.

IN ATTENDANCE: Mayor: Gary Burns
Deputy Mayor: Dave Amyotte
Councilor: Marg Laberge

CAO: Norman Briscoe
Assistant Administrator: Debbie Tyson

1. **CALL TO ORDER** Mayor Gary Burns called the meeting to order at 10:58 a.m.

2. **ACCEPTANCE OF AGENDA**
Res. No. 23-04-15-021 MOVED BY Deputy Mayor Dave Amyotte that the agenda be adopted with the following additions:
8. 1) Summer Activities

-Carried-

3. **APPROVAL OF MINUTES**
Res. No. 23-04-15-022 MOVED BY Mayor Gary Burns that the minutes of the January 7, 2023 regular meeting be approved as presented.

-Carried-

4. **PUBLIC HEARING** None

5. **DELEGATIONS** JMD Group LLP - December 31, 2022 Audited Financial Statements
Res. No. 23-04-15-023 MOVED BY Councilor Marg Laberge that council adopt the December 31, 2022 Audited Financial Statements as presented by Richard Jean, CPA of JMD Group LLP.

-Carried-

6. **BYLAWS**
 - a) **Appointment of CAO Bylaw 139-2023**
Res. No. 23-04-15-024a MOVED BY Deputy Mayor Dave Amyotte that Bylaw No. 139-2023, Appointing Debbie Tyson as CAO effective May 1, 2023, be given first reading.

-Carried-

 - Res. No. 23-04-15-024b* MOVED BY Councilor Marg Laberge that Bylaw No. 139-2023, be given second reading.

-Carried-

Res. No. 23-04-15-024c MOVED BY Deputy Mayor Dave Amyotte that Bylaw No. 139-2023, be presented at this meeting for third and final reading.

-Carried Unanimously-

Res. No. 23-04-15-024d MOVED BY Mayor Gary Burns that Bylaw No. 138-2023, to appoint Debbie Tyson as CAO, be given third and final reading.

-Carried-

7. OLD BUSINESS

a) LGFF Presentation to GOA

Res. No. 23-04-15-025 MOVED BY Councilor Marg Laberge that Council accept the report for discussion and information.

-Carried-

b) Joint Use and Planning Agreements

Res. No. 23-04-15-026 MOVED BY Deputy Mayor Dave Amyotte that council accept the report for discussion and information.

-Carried-

8. NEW BUSINESS

a) 2023 Budget & 3 Year Plan

Res. No. 23-04-15-027 MOVED BY Mayor Gary Burns that council approve the 2023 Municipal Operating and Capital Budgets and 3 year plan, as per Section 242(1) & 245 of the MGA, as follows:

Revenue	
Total Property Revenue	\$ 135,510
Less: Requisitions	<u>40,460</u>
Net Municipal Property Taxes	95,050
Other Revenue	5,560
Government Transfers for Grants, Op & Capital	<u>424390</u>
Total Revenue	525,000
Expenses	
Operating Expenses	<u>502,000</u>
Revenue over Expenses before Capital Expenditures	23,000
Tangible Capital Additions	<u>-120,000</u>
Deficiency of Revenues over Expenses, before non-cash items	-97,000
Adjustment for non-cash items:	
Amortization	81,873
Transfer from Unrestricted Surplus	<u>15,127</u>
Financial Plan Balance	<u><u>\$ 0</u></u>

-Carried

b) CAO Committee & Board Appointments

Res. No. 23-04-15-028 MOVED BY Councilor Marg Laberge that the following appointments being held by the Summer Village CAO, be assumed by Debbie Tyson, effective with her appointment as CAO.

- Development Authority & 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
- Freedom of Information and Protection of Privacy Officer

-Carried-

c) Change in Banking Officials

Res. No. 23-04-15-029 MOVED BY Deputy Mayor Dave Amyotte that the banking signing officers for the Summer Village of Horseshoe Bay, at the Service Credit Union 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 Administrator's position.

-Carried-

d) Alberta Community Partnership (ACP) Grants

Res. No. 23-04-15-030 MOVED BY Deputy Mayor Dave Amyotte that council accept the report as presented, for discussion and information.

-Carried-

e) Road Maintenance, Snow Removal, & Weed Control Servicing Agreement

Res. No. 23-04-15-031 MOVED BY Deputy Mayor Dave Amyotte that council approve the amended Road Maintenance, Snow Removal & Weed Control Agreement with the County of St. Paul, effective upon signing and remain in effect until December 31, 2027.

-Carried-

f) Elected Officials Professional Development

Res. No. 23-04-15-032 MOVED BY Mayor Gary Burns that council implement no changes to Policy #7 Travel and Expense Policy.

-Carried-

g) KPMG Regional Municipal Service Delivery Options Study

Res. No. 23-04-15-033 MOVED BY Deputy Mayor Dave Amyotte that council accept the report as presented, for discussion and information.

-Carried-

h) Municipal Census

Res. No. 23-04-15-034

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

-Carried-

i) Moved to Closed Session

j) FCC AgriSpirit Grant

Res. No. 23-04-15-035

MOVED BY Councilor Marg Laberge that council accept the report as presented, for discussion and information.

-Carried-

k) Date for AGM & Canada Day Celebration

Res. No. 23-04-15-036

MOVED BY Councilor Marg Laberge 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-

9. COUNCIL REPORTS

Res. No. 23-04-15-037

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

-Carried-

10. CAO REPORT AND ACTION LIST

Res. No. 23-04-15-038

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

-Carried-

11. FINANCIAL REPORTS

Res. No. 23-04-15-039

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

-Carried-

12. CORRESPONDENCE

a) **STEP Meeting Notes**

Res. No. 23-04-15-040

MOVED BY Deputy Mayor Dave Amyotte to accept the February 17, 2023 STEP Meeting Notes for information.

-Carried-

Res. No. 23-04-15-041

MOVED BY Councilor Marg Laberge to accept the correspondence from Alberta Municipal Affairs regarding upcoming changes in Alberta Building codes.

-Carried-

13. CONFIDENTIAL ITEM

Res. No. 23-04-15-042

MOVED BY Councilor Marg Laberge that council move to a closed session at 2:46 pm to discuss a Third Party Personal privacy matter per FOIP Section 17.

-Carried-

Res. No. 23-04-15-043

MOVED BY Deputy Mayor Dave Amyotte that council return to open meeting at 2:58 pm.

-Carried-

14. NEXT MEETING

Res. No. 23-04-15-044

MOVED BY Councilor Marg Laberge to set the next regular Council meeting to be held in-person at Martin Recreation Center, on May 13, 2023 at 11:00 a.m.

-Carried-

15. ADJOURNMENT

Being that the agenda matters have been concluded the meeting adjourned at 3:01 p.m.

Mayor

Date

Chief Administrative Officer



Summer Village of Horseshoe Bay

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Agenda Item Summary Report

Agenda Item 6.a) 2023 Property Tax Bylaw 136/2022

Meeting Date: May 13, 2023

Background

Whereas the Summer Village of Horseshoe Bay has prepared and adopted detailed estimates of the 2023 municipal revenues and expenditures as required, at this meeting, Agenda Item 6.a).

Now therefore, under the authority of the *Municipal Government Act*, the Council of the Summer Village, enacts as follows:

That the Chief Administrative Officer is hereby authorized to levy the rates of taxation as per the attached "Property Tax Bylaw" for the 2023 taxation year.

Upon approval of this Bylaw the rates stated will be used to prepare and issue the 2023 Property Tax Notices to the Village residents.

Recommendation/RFD/Comments

MOVED BY _____ that Bylaw 140/2023 authorizing Rates of Taxation to be levied against property for 2022, be given first reading.

-Carried

MOVED BY _____ that Bylaw 140/2023 be given second reading.

-Carried

MOVED BY _____ that Bylaw 140/2023, be presented at this meeting for third and final reading.

-Carried Unanimously-

MOVED BY _____ that Bylaw 140/2023, be given third and final reading.

-Carried-

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

BY-LAW NO. 140/2023

A Bylaw to Authorize the Rates of Taxation to be Levied Against Assessable Property Within the Summer Village of Horseshoe Bay for the 2023 Taxation Year

Whereas, the Summer Village of Horseshoe Bay has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the council meeting held on May 13, 2023, and:

Whereas, the estimated municipal revenues and transfers from all sources other than property taxation is estimated at \$ 445,077
and:

Whereas, the estimated municipal expenditures and transfers (excluding non-cash items) set out in the annual budget for the Summer Village of Horseshoe Bay for 2023 total \$ 580,587; and the balance of \$135,510 is to be raised by general municipal property taxation;

Therefore the total amount to be raised by general municipal taxation is \$135,510 and;

Whereas, the requisitions are:

Alberta School Foundation Fund (ASFF)

Residential	\$ 39,794
Non-Residential	<u>666</u>
Total School Requisitions	<u>\$ 40,460</u>

Designated Industrial Property \$ 14

Whereas, the council of the Summer Village of Horseshoe Bay is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions; and

Whereas, the council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the *Municipal Government Act*, Chapter M-26, Revised Statutes of Alberta, 2000; and

Whereas, the assessed value of all property in the Summer Village of Horseshoe Bay as shown on the assessment roll is:

	<u>Assessment</u>
Residential	\$ 16,546,440
Non-Residential	<u>193,470</u>
	<u>\$ 16,739,910</u>

NOW THEREFORE, under the authority of the *Municipal Government Act*, the Council of the Summer Village of Horseshoe Bay, in the Province of Alberta, enacts as follows:

- That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Summer Village of Horseshoe Bay:

	Tax Levy	Assessment	Tax Rate
General Municipal			
Residential	\$ 73,135	\$ 16,546,440	4.4200
Non-Residential	<u>855</u>	<u>193,470</u>	4.4200
	73,990	\$ <u>16,739,910</u>	
Minimum Tax	<u>21,045</u>		
Total	<u>\$ 95,035</u>		
ASFF			
Residential	\$ 39,794	\$ 16,546,440	2.4050
Non-Residential	<u>667</u>	<u>193,470</u>	3.4457
Totals	<u>\$ 40,461</u>	<u>\$ 16,739,910</u>	
Designated Industrial Property	<u>14</u>	<u>\$ 193,470</u>	<u>0.0746</u>
Grand Totals	<u>\$135,510</u>		

- That the minimum amount payable per parcel as property tax for general municipal purposes shall be \$ 520.
- That this bylaw shall take effect on the date of the third and final reading.

Read a first time in Council this 13th day of May, 2023.

Read a second time in Council this 13th day of May, 2023.

Given UNANIMOUS consent to go to third reading on this 13th day of May, 2023

Read a third time in Council this 13th day of May, 2023.

 Gary Burns
 Mayor

 Debbie Tyson
 Chief Administrative Officer



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Agenda Item Summary Report

Agenda Item 6.b) Municipal Credit Card Borrowing By-Law 141/2023

Meeting Date: May 13, 2023

Background

A Bylaw of the Summer Village of Horseshoe Bay for the purpose of authorizing the municipality to incur indebtedness as a credit card holder.

Recommendation/RFD/Comments

MOVED BY _____ that Bylaw 141/2023, authorizing the municipality to incur indebtedness as a credit card holder, be given first reading.

-Carried-

MOVED BY _____ that Bylaw 141/2023, be given second reading.

-Carried-

MOVED BY _____ that Bylaw 141/2023, be presented at this meeting for third and final reading.

-Carried Unanimously-

MOVED BY _____ that Bylaw 141/2023, authorizing the municipality to incur indebtedness as a credit card holder, be given third and final reading.

-Carried-



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Agenda Item Summary Report

Agenda Item 7.a) Regional Municipal Service Delivery Options Study

Meeting Date: May 13, 2023

Background

Attached find the following:

- Joint Statement of Project to Employees and Stakeholders)

Recommendation/RFD/Comments

For information only.

MOVED BY _____ that council accept the report as information only.

-Carried-



May 1, 2023

Regional Municipal Service Delivery Options Study

Thank you for your continued support for the Regional Municipal Service Delivery Options Study with KPMG. Many of you have completed consultations with KPMG to help describe the current state of service delivery in the region and to identify potential opportunities for regional service delivery exploration.

KPMG is the process of preparing a current state inventory of services. The output of the current state will be shared with you once completed by KPMG (targeting near the end of May).

Please be advised there may be additional information/data/consultation requests as KPMG dives deeper to assess specific regional service delivery opportunities (likely in the beginning of June). As a regional team, we will continue to provide updates as the study moves forward.

As a reminder, the objectives of the Regional Municipal Service Delivery Options Study are to:

- Gain a comprehensive understanding of the **current state of services** across the region,
- Develop a **refined and prioritized list of opportunities** that embraces the values and priorities of the region and its communities,
- **Create recommendations** that are aligned with a regional service delivery strategy, and
- Develop an **implementation plan** to set the region up for success.

Sheila Kitz, CAO
County of St. Paul

Steven Jeffrey, CAO
Town of St. Paul

Ken Gwozdz, CAO
Town of Elk Point

Debbie Tyson, CAO
Summer Village of
Horseshoe Bay



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Agenda Item Summary Report

Agenda Item 7.b) Alberta Community Partnership (ACP) Grants – STEP Regional Investor Project

Meeting Date: May 13, 2023

Background

- Contracts have been signed by the former CAO and delivered.
- We have not received signed contracts back from the Ministry.
- We have not received funding yet.
- We have received invoices totalling \$56,700.00.
- Advised we were not in a position to pay until grant money received.

Recommendation/RFD/Comments

For information only.

MOVED BY _____ that council accept the report as information only.

-Carried-



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Agenda Item Summary Report

Agenda Item 8.b) Development Permit & Variance Request – Lot 123 Homestead Trail

Meeting Date: May 13, 2023

Background

The owners of Lot 123 Homestead Trail have applied for a development permit for construction of a garage. The proposed location of the garage will require a variance.

The required Application Forms are attached.

Recommendation/RFD/Comments

MOVED BY _____ that council approve the variance request to reduce the setback from the former land disposal site located at SW 25 59 10 4 in the County of St. Paul from 300m to 70m for construction of a recreational two story log cabin with a typical foundation with a crawl space, on Lot 123 Homestead Trail.

-Carried



**SUMMER VILLAGE OF HORSESHOE BAY
APPLICATION TO AMEND THE LAND USE
BYLAW**

FORM "G"

APPLICATION NO. _____ PERMIT NO. _____ FEE: \$50.00

I/We hereby make application to amend the Land Use Bylaw. I/We agree to pay all costs incurred by Council to review and decide this application for amendment.

APPLICANT INFORMATION

Applicant: Trevor Mockford

Address: 10509-69 ST NW Telephone: 780-232-1018
Edmonton, Alberta, T6A 2S7 Email: trevrmock@gmail.com

Registered owner of land (if different): _____

Address: _____ Telephone: _____
_____ Email: _____

LAND DESCRIPTION

Lot: 10 Block: 2 Registered Plan: 8220596 Roll No.: _____

Certificate of Title: _____

PROPOSED AMENDMENT

From: 300m setback from the nonoperating waste disposal site located at SW 25 59 10 4, County of St. Paul

To: 70m setback from the nonoperating waste disposal site located at SW 25 59 10 4, County of St. Paul

Reasons for proposing an amendment to the Land Use Bylaw:

The owners of SW 25 59 10 in the County of St. Paul have requested a relaxation of the setback requirements from the old waste disposal site. The Planning and Development Director for the County of St. Paul has recommended that relaxation be granted and that the setback requirements be reduced from 300m to 70m. Upon reduction of the setback requirements to 70m, there are no longer any setback requirements for the subject property as all setback requirements are now contained solely in the County of St. Paul.


Signature of Applicant

May 9, 2023
Date

COUNTY OF ST. PAUL

5015 – 49 Avenue, St. Paul, Alberta, T0A 3A4

www.county.stpaul.ab.ca

Our Mission - To create desirable rural experiences



To: Sheila Kitz, CAO

From: Gary Buchanan, Planning & Development

Date: 23 5 3

Subject: Horseshoe Bay Disposal Site Setback Relaxation, SW 25 59 10 4

As you will recall, an informal disposal site operated on SW 25 until the end of 1990. The disposal field was used by local residents to dispose of household garbage. We have received a request from the owners of SW 25 to reduce the setback from the old disposal site.

I have reviewed the following material regarding the captioned subject:

1. Phase II Environmental Site Assessment, Vista Environmental Science, dated July 2022.
2. Matters Related to Subdivision and Development Regulation, Alberta Regulation 84/2022, Province of Alberta, dated October 2022.
3. Guidelines for Setback Reviews, Alberta Regulation 216/2022, Province of Alberta, dated May 2022.
4. Review letter, Hamilton & D'Ambra Consulting Inc., dated 23 1 26.
5. Testing Results report, Surface Solutions, dated 23 4 19.
6. Review letter, Hamilton & D'Ambra Consulting Inc., dated 23 5 1.

Section 17(2)(b)(ii) of Alberta Regulation 84/2022 states that the property line of a school, hospital or residential use cannot be within 300 m of the disposal area of an operating or non-operating landfill. Section 17(3)(c) states that a development authority shall not issue a development permit for a school, hospital, or residential use if the building site is within 300 m of the disposal area of an operating or non-operating landfill. These setbacks apply to lands within the County and the Summer Village of Horseshoe Bay.

However, Section 17(6) allows a subdivision or development authority to reduce the minimum setback "... if the applicant submits a report from a professional engineer that addresses the criteria for a variance stipulated in the Guideline for Setback Reviews published by the Department of Environment and Parks in May, 2022 as amended from time to time."

Based on the requirements of Alberta Regulation 84, the research and analysis of Vista Environmental and Surface Solutions, and the review and recommendation of Hamilton & D'Ambra, I recommend supporting the recommendation of Hamilton & D'Ambra that the setback be reduced from 300 m to 70 m subject to the following conditions.

1. That the Applicants submit a signed copy of Appendix 1: Certification Statement 'Application for a Setback Variance', as outlined in Alberta Regulation 84 (216/2022).
2. That the outer edge of the disposal field be identified and marked.

3. That the disposal field is fenced along the outer edge of the disposal field.
4. That the 70 m setback, measured from the identified and marked outer edge of the disposal field, be identified, and marked. (This covers an area of approximately 2 ha (5 acres), all of which is in the County).
5. That all the lands within the 70 m setback within SW 25 59 10 4 be retained as a single block of land in any future development proposals.
6. That cisterns shall be required for the supply of potable water for any residential, institutional, or public use allowed within 230 m of the 70 m setback of the Disposal Field. (This covers an area of approximately 35 ha±. (85 acres), 10 ha± (24 acres) of which are in the Summer Village.)
7. That this information be included in the County - Summer Village Intermunicipal Development Plan.

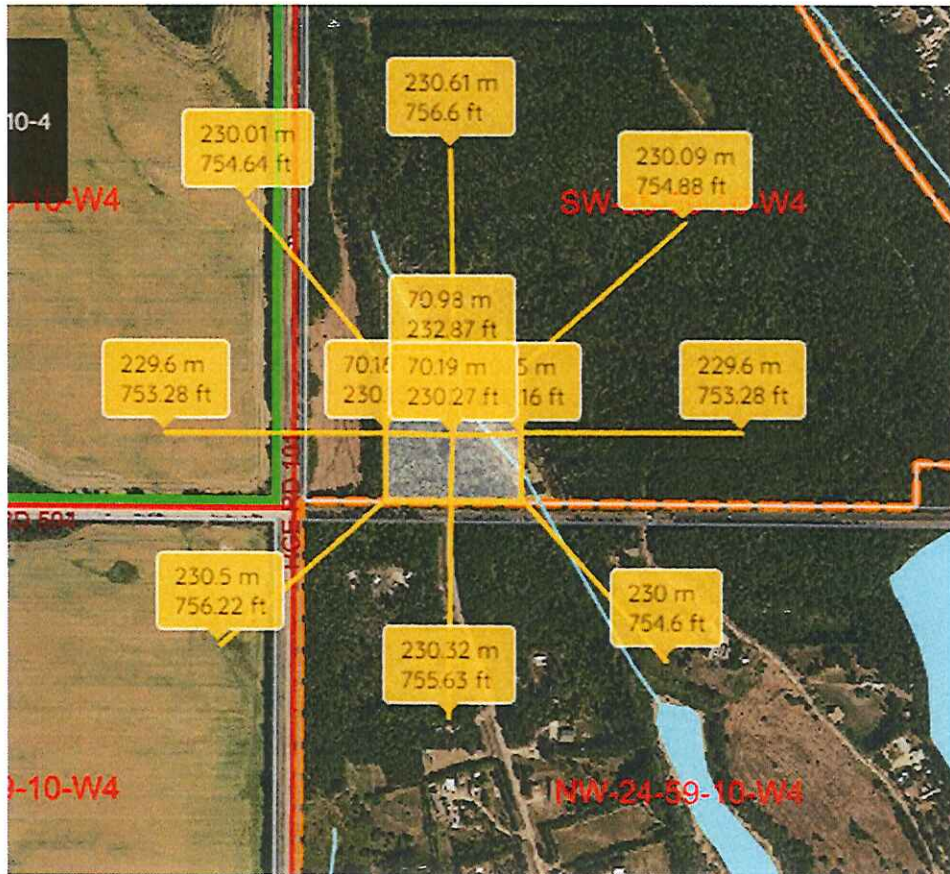
G. Buchanan

70 m Setback from Disposal Field



AREA WHERE CISTERNS WILL BE REQUIRED FOR POTABLE WATER SUPPLY

230 m Setback from 70 m Setback





**SUMMER VILLAGE OF HORSESHOE BAY
APPLICATION FOR DEVELOPMENT**

FORM "A"

APPLICATION NO.:

FEE: \$50.00

I/We hereby apply for a Development Permit in accordance with the accompanying plans and supporting information. A site plan shall be submitted with this application. It shall be drawn to clearly show site boundaries, lot dimensions and area; the location of existing and proposed buildings, the use or intended use of all areas of the site not covered by buildings including decks, fences, driveways, paved areas, easements, utility lines and major landscaping features including trees, shrubs and planted areas; existing and proposed setbacks from property lines; and those portions of the site which shall be left in their natural state.

Note: This is an application for a development permit only. All other permits are to be obtained through an Accredited Agency under the Alberta Safety Codes Act.

APPLICANT INFORMATION

Applicant: Trevor Mockford

Address: 10509-69 St NW Telephone: 780-232-1018

Edmonton, Alberta, T6A 2S7 Email: trevrmock@gmail.com

Registered owner of land (if different):

Address: _____ Telephone: _____

_____ Email: _____

LAND INFORMATION

Address of property to be developed: _____

Lot 10 Block 2 Registered Plan No. 8220596 Roll No. 85278

Existing use of property: Recreational Property

DEVELOPMENT INFORMATION

Proposed development (state exactly what it is you plan to do):

Build a recreational two story cabin with a typical foundation with a crawl space. Total living square feet 978

Estimated start date: June 5, 2023 Estimated completion date: Sept 31, 2026

Estimated value of project/construction: \$25,000

DECLARATION

I/We hereby declare that the above information is, to the best of my/our knowledge, factual and correct. I/We hereby give consent to allow authorized persons to enter the above land with respect only to this application.

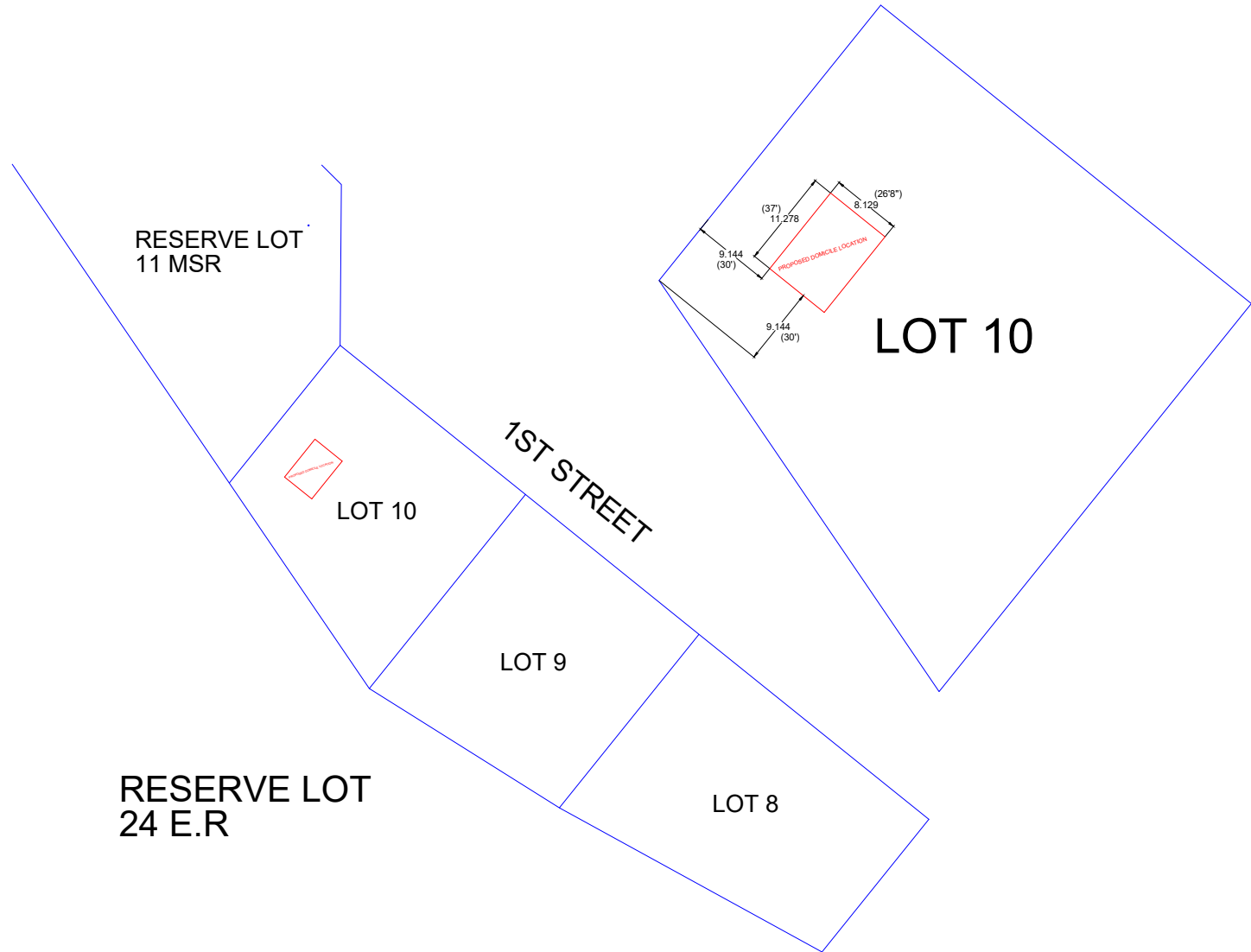
NOTE: Signature of Registered landowner, or their letter of authorization is required if different from applicant.

Trevor Mockford
Signature of Applicant

May 9, 2023
Date

Trevor Mockford
Signature of Registered Landowner

May 9, 2023
Date



General Notes



No.	Revision/Issue	Date

CLARK BUILDERS
 800 5555 Calgary Trail, Edmonton,
 Alberta, Canada T6H 5P9



Project Name and Address
 PROPOSED LOCATION OF
 MOCKFORD DOMICILE.
 BLOCK 2 LOT 10 IN THE N² OF
 SEC24 TP59 R10 W.4TH M.
 PLAN 822 0596

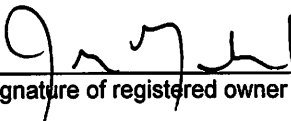
Project	MOCKFORD DOMICILE	Drawn By	JG
Date	10/13/22		
Scale	NTS		

STATEMENT REGARDING ABANDONED WELLS
NO WELLS ON THE SUBJECT PROPERTY

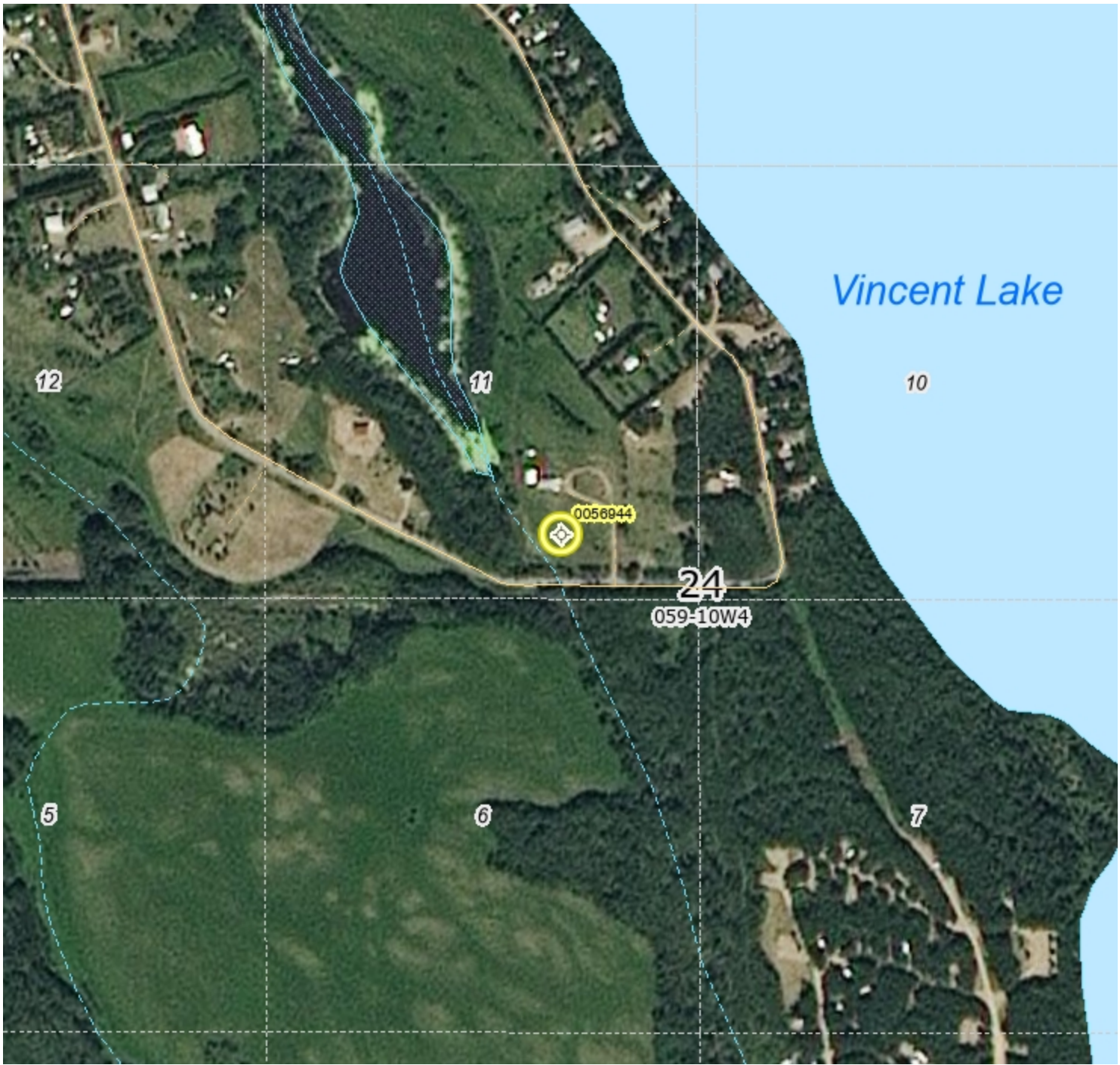
I, Trevor Mockford, registered owner of
(please print)

Lot 10 Block 2 Plan 8220596, have consulted the Energy Resources Conservation
(Legal land description)

Board (ERCB) Abandoned Well Map Viewer, and verified that **there are no abandoned wells** located on
the property subject to this application. A copy of the ERCB map showing the subject property is
attached.


Signature of registered owner

May 10, 2023
Date



Abandoned Well Map

Base Data provided by: Government of Alberta

Author XXX

Printing Date: 5/9/2023

Date Date (if applicable)

Legend

- ◆ Abandoned Well (Large Scale)
- Revised Well Location (Large Scale)
- Revised Location Pointer
- Paved Road (20K)
 - Primary Divided
 - Primary Undivided 4L
 - Primary Undivided 2L
 - Primary Undivided 1L
 - Interchange Ramp
 - Secondary Divided
 - Secondary Undivided 4L

The Alberta Energy Regulator (AER) has not verified and makes no representation or warranty as to the accuracy, completeness, or reliability of any information or data in this document or that it will be suitable for any particular purpose or use. The AER is not responsible for any inaccuracies, errors or omissions in the information or data and is not liable for any direct or indirect losses arising out of any use of this information. For additional information about the limitations and restrictions applicable to this document, please refer to the AER Copyright & Disclaimer webpage: <http://www.aer.ca/copyright-disclaimer>.

Scale: 9,027.98

0.14 Kilometers 0



Projection and Datum:

WGS84 Web Mercator Auxiliary Sphere





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Agenda Item Summary Report

Agenda Item 8.c) Summer Village Telephone number

Meeting Date: May 13, 2023

Background

To make arrangements for a new location for the Summer Village telephone number in order to keep the telephone number the same upon retirement of the former CAO.

Recommendation/RFD/Comments

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

MOVED BY _____ that council

-Carried-

Summer Village of Horseshoe Bay

May 13, 2023

CAO Report and Action List

What	Status & Comments												
<p>Capital Projects and Grants</p>	<p>see agenda item 8 a) Capital projects update.</p>												
<p>1 Road pavement overlay</p> <p>Funding source: MSI, CCBF & accumulated surplus</p> <table border="0"> <tr> <td>Budget amount</td> <td style="text-align: right;">\$ 387,000</td> </tr> <tr> <td>Total spent to Dec. 31, 2022 is</td> <td style="text-align: right;">397,351</td> </tr> <tr> <td>Overspent to Dec31, 2022</td> <td style="text-align: right;">(10,351)</td> </tr> <tr> <td>Estimate to complete in 2023</td> <td style="text-align: right;">23,000</td> </tr> <tr> <td>Estimated total amt over budget</td> <td style="text-align: right;"><u>\$ 33,351</u></td> </tr> </table> <p>Will require 2023 MSI grant application</p>	Budget amount	\$ 387,000	Total spent to Dec. 31, 2022 is	397,351	Overspent to Dec31, 2022	(10,351)	Estimate to complete in 2023	23,000	Estimated total amt over budget	<u>\$ 33,351</u>	<p>Pavement overlay of 72% of SV roads has been completed except for repairs of deficiencies on Twp Rd 594, driveway approaches & new culvert paving. We did not get this work done last fall because of the early winter. The repair of the deficiencies, finishing the paving work, and supply & spread of gravel for the approaches to driveways will be done in late spring or early summer. The remaining roads overlay will have to wait until we have sufficient grant and accumulated surplus money. Once we know the final cost of 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>		
Budget amount	\$ 387,000												
Total spent to Dec. 31, 2022 is	397,351												
Overspent to Dec31, 2022	(10,351)												
Estimate to complete in 2023	23,000												
Estimated total amt over budget	<u>\$ 33,351</u>												
<p>2 Bridge Culvert</p> <p>Funding source is AT grant for \$275,250 & \$91,750 from MSI & ACP grants.</p> <table border="0"> <tr> <td>Budget amount</td> <td style="text-align: right;">\$ 367,000</td> </tr> <tr> <td>Total spent to Dec. 31, 2022 is</td> <td style="text-align: right;">288,114</td> </tr> <tr> <td>Unspent at Dec 31, 2022</td> <td style="text-align: right;">78,886</td> </tr> <tr> <td>Estimate to complete in 2023</td> <td style="text-align: right;">55,000</td> </tr> <tr> <td>plus contingency for Apex gas line & other</td> <td style="text-align: right;">5,000</td> </tr> <tr> <td>Estimated under budget</td> <td style="text-align: right;"><u>\$ 18,886</u></td> </tr> </table>	Budget amount	\$ 367,000	Total spent to Dec. 31, 2022 is	288,114	Unspent at Dec 31, 2022	78,886	Estimate to complete in 2023	55,000	plus contingency for Apex gas line & other	5,000	Estimated under budget	<u>\$ 18,886</u>	<p>The contractor completed assembly & installation of the culvert in November 2022. There is still some seeding work to be done & paving the road over the culvert area. We also have to put in a guard rail on the north side of the road, and we have to put a fence around both ends of the culvert to prevent vehicles, RVs and people from falling over the end. The estimated cost of this work is \$55,000 to \$60,000.00</p>
Budget amount	\$ 367,000												
Total spent to Dec. 31, 2022 is	288,114												
Unspent at Dec 31, 2022	78,886												
Estimate to complete in 2023	55,000												
plus contingency for Apex gas line & other	5,000												
Estimated under budget	<u>\$ 18,886</u>												
<p>3 Community dock & 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> <table border="0"> <tr> <td>Unspent MSI grant at Dec. 31, 2022 is</td> <td style="text-align: right;"><u>\$ 7,737</u></td> </tr> </table> <p>which is available for development of the beach area</p>	Unspent MSI grant at Dec. 31, 2022 is	<u>\$ 7,737</u>	<p>I put \$8,000 in the 2023 budget for the dock & beach area. It can be used for sand, fine gravel, spreading & leveling, benches, waste container, signs, etc.</p>										
Unspent MSI grant at Dec. 31, 2022 is	<u>\$ 7,737</u>												
<p>4 Martin Rec. Center betterment & enhancement and addition of office & storage area to the hall</p> <p>Source of funding is the balance of MSI Capital allocations of \$21,346 plus unspent MSI Capital funding received in prior years \$6,534</p>	<p>I have not done the budgeting for an addition until I have a better idea of how much money is available for the hall & park work. 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 & park.</p>												
<p>5 Stormwater Management for 2023</p> <p>MPE have provided the Preliminary Design drawings Implementation of stormwater & drainage, and the tender documents for use in the future. No work is planned for 2023.</p> <p>MSI & ACP grants cannot be used for work done on private land . Government funding can only be used for work on municipal owned land.</p>	<p>The design drawings and temper 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>												
<p>6 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>												
<p>7 Get SV Hanging sign refurbished</p>	<p>Dave Amyotte is checking on this item.</p>												
<p>8 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 & STOP sign at RR`101, 2 Horseshoe Bay signs on 590, new signs for culvert, dock safety signs, Lot address signs 23A, 23B, & 52 & maybe others.</p>												
<p>9 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 SPERD and myself have diarized this for follow up before the 2025 elections.</p>												
<p>10 New CAO Training</p>	<p>ARB Training Complete and Certified SDAB Training Complete, exam outstanding (have until May 18 to complete)</p>												



Summer Village of Horseshoe Bay

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

Agenda Item Summary Report

Agenda Item 11.a) Financial Reports

Meeting Date: May 13, 2023

Background

Financial Reports for 4 months January, February, March and April, 2023:

- Actual Year-to-Date to Budget,
- Cheque log: for April, 2023
- April 30, 2023 Bank Reconciliation

Recommendation/RFD/Comments

MOVED BY _____ that the financial reports for April, 2023, including cheque #2765 to 2777 in the amount of \$16,412.14 be accepted as presented.

-Carried-

Summer Village of Horseshoe Bay
Actual Year to Date to Budget
For the 4 months ended April 30, 2023

Updated May 1, 2023

	<u>2023 Budget</u>	<u>YTD 4 months Apr. 30/23</u>
REVENUE		
Taxation Revenue		
Residential Property Tax	\$ 112,929	\$ -
Minimum Residential Property Tax	20,340	-
Total Municipal Res. Property Tax	<u>133,269</u>	<u>-</u>
Non-Residential property tax	1,536	-
Non-Residential minimum tax	705	-
Non-Res. Linear Property Tax	<u>2,241</u>	<u>-</u>
Total Municipal Property Tax	135,510	40,460
less Education Requisition transfers out	40,460	40,460
DI Property Tax Requisition Not remitted	-	-
Total Net Tax Revenue	<u>95,050</u>	<u>-</u>
Other Revenue		
User Fees & sales (Certificate fees, Sales, etc.)	600	
Interest Revenue	1,833	642
Penalties & Costs on Taxes	727	251
Permits & licenses	400	-
Miscellaneous Revenue	-	
Recreation Revenue	<u>2,000</u>	<u>-</u>
Total Other Revenue	<u>5,560</u>	<u>893</u>
Revenue before Op. Grants	100,610	893
Funding from Grants		
Transfer MSI Op grant	12,422	12,422
Gov't transfers for ACP SW Drainage	-	
Gov't transfers for ACP Investor readiness	180,000	
Gov't transfer ACP Reg. Tourism	73,968	24,500
Total Grant Funding	<u>266,390</u>	<u>36,922</u>
TOTAL REVENUE	<u>367,000</u>	<u>37,815</u>
EXPENSE		
Council		
Council Honorarium	9,900	2,100
Council Travel & Subsistence	750	200
Council Communications - Wi-Fi	410	410
Census & By-elections	0	
Council goods & supplies	0	
Council Memberships & Registrations	<u>940</u>	<u>-</u>
Total Council	<u>12,000</u>	<u>2,710</u>
General & Administrative Expenses		
Administration - Contract	28,094	12,094
Travel & Subsistence	400	0
Advertising & Promotions	100	0
Assessment Services	5,520	2,760
Audit & Legal	6,500	400
Communications - Courier & Postage	500	88
Memberships	1,600	1,543
Gen/Admin Materials, goods & supplies	3,700	894
Gen Admin Services & Bank S/C	2,395	163
Registrations for Training	1,500	570
WCB	691	691
WebSite Maintenance	<u>1,000</u>	<u>520</u>
Total General & Administrative Expenses	<u>52,000</u>	<u>19,723</u>

ACP grants

**Summer Village of Horseshoe Bay
Actual Year to Date to Budget
For the 4 months ended April 30, 2023**

Updated May 1, 2023

	2023 Budget	YTD 4 months Apr. 30/23	
Roads services non-gov't; Crack filling etc.	28,000		from MSI CAP
Road M & repairs materials	2,580		
Roads Maintenance County of St Paul	5,000	1,362	
Municipal Energy Manager	80		
Signage	2,000	0	
Stormwater drainage contingency	5,000	0	
Amortization - Roads & Bridges	73,340	24,447	
Total Roads, Streets, Walks, Lights	116,000	25,809	
Police Recovery costs	3,674		
Emergency Management (E911)	329	165	
Preventive Services purchased	100		
Fire Expense County of St Paul	2,920	2,920	
Reg. Emergency Management Exp	245		
Reg. Occupational Health & Safety	982	0	
MuniSite (Web Map) GIS (AAG)	750	750	
Total Fire & Preventive Services	9,000	3,835	
Water Management goods & supplies			
Waste Management Expenses County	12,609	0	
Amortization	719	240	
Total Waste Management	14,000	240	
ISDAB per diem per meeting & training	1,543	0	
STEP Ec Dev Alliance committee	1,489		
IM Ec Dev Investment readiness (ACP)	180,000		
IM Economic Dev (STEP Tourism) ACP	73,968	24,500	
Planning, Develop't & IM Collaboration	257,000	24,500	
Parks & Rec. Contracted Services - Hall	1,000	0	
Parks & Rec. Contracted Services - Park grass & ec	4,000	0	
Contracted Services -non-gov't	4,000		
Total Contracted Services - Labour	9,000	0	
Contracted Services County of St. Paul	500		
SV share of exp. Rec Class A assets	2,600	0	
Insurance Rec. Centre & Recreation	3,919	3,919	
Purchase of other P&R Services	0	0	
Materials, Goods & Supplies	2,500		
Utilities	5,667	1,293	
Small capital purchases & park development	10,000		MSI Cap
Amortization Parks & Recreation	7,814	2,605	
Total Parks & Recreation	42,000	7,817	
TOTAL OPERATING EXPENSE	502,000	84,634	
NET INCOME (Deficit)	(135,000)	(46,819)	
Other			
Government transfers for Capital	158,000	0	Capital Budget
Excess (Shortfall) Rev. over Exp.	23,000	(46,819)	
Tangible Capital Assets expenditures	-	0	Capital Budget
	(97,000)	(46,819)	
Adjustment for non-cash items			
Amortization of TCA	81,873	27,292	
Increase (decrease) in net financial assets	(15,127)	(19,527)	
Transfer from Unrestricted Surplus	15,127	0	
FINANCIAL PLAN Balance	\$ -	\$ (19,527)	

Summer Village off Horseshoe Bay

Cheque

No.	Date	Payee	Purpose	Amount
Cheques issued for A/C#1060 CU Chequing Account from Apr. 1 to Apr. 30, 2023				
2765	4/3/2023	Gary Burns	Per Diem ARB Training	\$ 150.00
2666	4/15/2023	Municipal Assessment Services	Assessment Services Apr-June 2023	1,449.00
2667	4/15/2023	Bonnyville Regional Fire Authority	2022 2nd Q Fire Dispatch Services for Apr-Jun	81.32
2768	4/15/2023	JMD Group LLP	Audit 2022 Financial Statements & Tax return	6,615.00
2769	4/15/2023	Dave Amyotte	Per Diem STEP Ec Dev Alliance mtg Apr 5	150.00
2770	4/15/2023	County of St. Paul	2023 Fire Protection fee & Snow plowing	3,340.00
2771	4/15/2023	Gary Burns	Travel Apr15/23 Council meeting	200.00
2772	4/26/2023	Apex Utilities Inc.	Hall heating to Apr 8/23	136.79
2773	4/24/2023	Debbie Tyson	Reg fees eoep training & postage stamps	691.11
2774	4/26/2023	Direct Energy Reg. Services	Elec Power bills Apr 13/23	288.39
2775	4/26/2023	BMO Bank of Montreal Mastercard	Brother toner	255.14
2776	4/30/2023	Debbie Tyson	April Contract	1,511.78
2777	4/30/2022	Norman R Briscoe	Apr Contract & WebSite maintenance	1,543.61
Total amount paid Apr. 1, 2023 to Apr.30, 2023				<u>\$ 16,412.14</u>

This report submitted to Council the 13th day of May, 2023



Norman Briscoe, CAO

Summer Village of Horseshoe Bay
 Servus Credit Union
Bank Reconciliation

April 30, 2023

Prepared May 1, 2023

Balance of Chequing acct. per bank statement	April 30, 2023		\$ 6,108.43
Add Outstanding deposits			

Date	Ref No.	Payer/Source	Amount
Apr.30/23	J68	Transfer from Savings a/c for Gen. operating funds	-
Total Outstanding deposits			0.00
Sub-total			6,108.43

Less Outstanding cheques & transfers to sav.

Date	Cheque #	Payee	Amount
Apr.24/23	2773	Debbie Tyson	691.11
Apr.26/23	2774	Direct Energy Reg. Service: Elec power to Apr 13/23	288.39
Apr.26/23	2775	BMO Mastercard	255.14
Apr.30/23	2776	Debbie Tyson	1,511.78
Apr.30/23	2777	Norman Briscoe	1,543.61
			4,290.03

Reconciled balance of Chequing account as at	April 30, 2023		1,818.40
Balance of Chequing a/c per general ledger a/c 1060			1,818.40 ✓

Difference		\$ 0.00
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explanation if required.

none

Balance of savings acct. per bank statement at	April 30, 2023		\$ 211,697.73
Less outstanding transfer to Chequing a/c			-
			0.00

Reconciled balance of Saving account as at	April 30, 2023		211,697.73
Balance of savings a/c per general ledger a/c 1065			211,697.73 ✓

Difference		\$ 0.00
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explanation if required.

Cash in Bank	
General ledger a/c # 1060 Chequing account	\$ 1,818.40
General ledger a/c # 1065 Savings account	211,697.73

Cash in Bank	\$ 213,516.13
--------------	---------------



 Norman Briscoe, CAO



Debbie Tyson <debbietyson12@gmail.com>

Fwd: ACTION REQUEST - SUBMISSION OF ESTIMATED BORROWING AMOUNTS

1 message

Debbie Tyson <svhorseshoebay@gmail.com>
To: Debbie Tyson <debbietyson12@gmail.com>

Wed, May 10, 2023 at 7:09 PM

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

----- Forwarded message -----

From: Sheila Kitz <SKitz@county.stpaul.ab.ca>
Date: Mon, Apr 10, 2023 at 2:52 PM
Subject: Fwd: ACTION REQUEST - SUBMISSION OF ESTIMATED BORROWING AMOUNTS
To: Steven Jeffery <sjeffery@town.stpaul.ab.ca>, Ken Gwozdz <cao@elkpoint.ca>, Norm Briscoe <svhorseshoebay@gmail.com>

Thought we should all get prepared for this if MD Foundation is able to get funding.

Thanks
Sheila

Sent from my iPhone

Begin forwarded message:

From: Brigitte Sakaluk <b.sakaluk@stpaulfoundation.ca>
Date: April 10, 2023 at 11:22:22 AM MDT
To: Sheila Kitz <skitz@county.stpaul.ab.ca>
Subject: RE: ACTION REQUEST - SUBMISSION OF ESTIMATED BORROWING AMOUNTS

Hi Sheila:

It is recommended that the Municipalities plan for equity contributions in 2024, but manage timing and risks accordingly:

- Equity would not be required at once, and project cashflow requirements is to be further refined by Colliers Project Leaders, and we will advise once available.
- Commitments by the province through the Affordable Housing Partnership Program, and by CMHC through their Co-Investment program are not yet secured, and are required before we can commitment to construction.

- The risks remain high due to limited available annual funding by the programs and may push back the project schedule and timing of municipal equity.

Thank you in advance

Brigitte Sakaluk

C.A.O.

MD of St. Paul Foundation

4440 50 Ave

St. Paul, Alberta

T0A 3A2

Tel: 780-645-5366

Fax: 780-645-5733

b.sakaluk@stpaulfoundation.ca

From: Sheila Kitz [mailto:SKitz@county.stpaul.ab.ca]

Sent: April 4, 2023 8:18 PM

To: Brigitte Sakaluk <b.sakaluk@stpaulfoundation.ca>

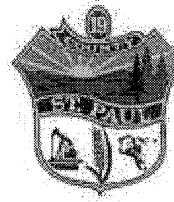
Cc: Laura Pruneau <lpruneau@county.stpaul.ab.ca>; Phyllis Corbiere <PCorbiere@county.stpaul.ab.ca>

Subject: FW: ACTION REQUEST - SUBMISSION OF ESTIMATED BORROWING AMOUNTS

Hi Brigitte,

I am wondering if you have any idea if the County should be planning to borrow for the new building at Sunnyside in 2024?

Thanks



Sheila Kitz

Chief Administrative Officer

County of St. Paul No. 19

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

P: 780-645-3301 ext. 1208

E: skitz@county.stpaul.ab.ca

www.county.stpaul.ab.ca

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To create desirable rural experiences*



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From: TBF Local Authority Loans <LocalAuthorityLoans@gov.ab.ca>

Sent: Monday, April 3, 2023 10:42 AM

Subject: ACTION REQUEST - SUBMISSION OF ESTIMATED BORROWING AMOUNTS

Good Morning,

RE: – Submission of Estimated Borrowing Amounts – Action Required

For those municipal, education or health authorities that are planning to borrow from the Loans to Local Authorities program during the remainder of 2023 and in 2024, we request that you submit the attached form with your **estimated** borrowing amounts for each quarter starting June 2023 and up to and including

December 2024. Please provide your best estimates at this time as we know that the amounts will be subject to change. Going forward, we will be requesting quarterly updates at the same time we send the usual borrowing notices. Nil reports are not required, however if you simply email us to confirm you have no plans to borrow in 2023-2024, that would be appreciated.

Please do not hesitate to contact us if any questions.

Sherri Bullock

Loans to Local Authorities

Treasury Board and Finance

Government of Alberta

Direct Phone: (780) 415-9232

sherri.bullock@gov.ab.ca

Website: <https://www.alberta.ca/loans-to-local-authorities.aspx>



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