

**REGULAR MEETING AGENDA
SUMMER VILLAGE OF HALF MOON BAY
JANUARY 26, 2022 @ 9:00 A.M.**

A. CALL TO ORDER

B. AGENDA - additions/deletions
 - adoption

C. ADOPTION OF MINUTES - Regular Meeting Minutes, December 9, 2021

D. INFORMATION ITEMS

- 1) Accounts Payable Report
- 2) Development Update

E. REQUESTS FOR DECISION

- 1) **Finance**
 - a) Budget 2022 - 2025

F. COUNCIL REPORTS

- 1) **Council Reports**
 - a) Jon Jonston
 - b) Andrea Remington
 - c) Mike Pashak – written report attached

G. Closed Session
FOIP section 16, Third Party Business Interests

- 2) **Upcoming Meetings**
 - a) Next Council Meeting – February 28th, 2022 9:00AM

H. ADJOURNMENT

Summer Village of Half Moon Bay
Regular Meeting Minutes
December 9, 2021

Minutes of a Regular Council Meeting of the Summer Village of Half Moon Bay, Province of Alberta, held December 9, 2021, in the Summer Village Administration Office at Sylvan Lake, Alberta.

IN ATTENDANCE	Mayor:	Jon Johnston via Zoom
	Deputy Mayor:	Andrea Remington via Zoom
	Councillor:	Mike Pashak
	CAO:	Tanner Evans
	Public Works Coordinator:	Chris Loov via Zoom
	Development Officer:	Kara Kashuba
	Finance Officer:	Tina Leer
	Recording Secretary:	Carolyn Widmer
	Delegate:	Brad VanderHeyden

CALL TO ORDER The Meeting was called to order at 9:01 a.m. by Mayor Johnston.

AGENDA APPROVAL

HMC-21-133 MOVED by Councillor Pashak that the agenda be adopted as presented.
CARRIED

CONFIRMATION OF MINUTES

HMC-21-134 MOVED by Councillor Pashak that the minutes of the Regular Meeting of Council held on October 25, 2021, be approved as presented.
CARRIED

DELEGATION:

HMC-21-135 Stantec – Drainage Study Report
MOVED by Councillor Pashak to direct Administration to obtain costs to install culverts at A1 on the Stantec Drainage Report and regrade the south ditch so the water follows towards the west.
CARRIED

HMC-21-136 Brad VanderHeyden left at 9:28am.

- 1) Accounts Payable
- 2) Public Works
- 3) Development Update

MOVED by Mayor Johnston that the information items be received as presented.
CARRIED

REQUEST FOR DECISION

COUNCIL & LEGISLATION

HMC-21-137 Sylvan Lake Christmas Bureau
MOVED by Mayor Johnston that Council accept as information, and to encourage residents to donate privately. The money is to be retained in the budget.

Summer Village of Half Moon Bay
Regular Meeting Minutes
December 9, 2021

CARRIED

PLANNING & DEVELOPMENT

HMC-21-138 Encroachment Agreement Renewal
MOVED by Councillor Pashak that Administration renew the encroachment agreement at 51 Lakeview Road for another 5 year term.

CARRIED

FINANCE

HMC-21-139 Auditor Engagement
MOVED by Mayor Johnston that Council sign the agreement.

CARRIED

HMC-21-140 Budget 2022 -2025
MOVED by Mayor Johnston that Council adopt an interim 2022 operating budget for 1/3 of the approved 2021 operating budget, or \$55,477.55 in order to meet its obligations under the Alberta Municipal Government Act.

CARRIED

Council Break 11:02 am

Council Reconvened 11:11 am

COUNCIL REPORTS

Mayor Johnston

- No reports

Deputy Mayor Remington

- No reports

Councillor Pashak (written reports)

- Sylvan Lake Regional Wastewater Commission (SLRWWC)
- SLRWWC Southshore Line Project
- Association of Summer Villages of Alberta (ASVA)
- Alberta Urban Municipalities Association (AUMA)
- AUMA Financial Health Working Group

COMMITTEE REPORTS

Julie Maplethorpe, Summer Village of Jarvis Bay

- Town of Sylvan Lake Library Board
- Parkland Regional Library Board

INFORMATION ITEMS

- RDRWA Municipal Funding
- Joint Services Committee Meeting Minutes

Summer Village of Half Moon Bay
Regular Meeting Minutes
December 9, 2021

HMC-21-141 MOVED by Councillor Pashak that the Half Moon Bay Council reports be accepted as information.
CARRIED

NEXT MEETING

HMC-21-142 MOVED by Mayor Johnston that the next meeting of Council be held January 19th, 2021, at 9:00 a.m.
CARRIED

ADJOURNMENT

HMC-21-143 MOVED by Mayor Johnston that being the agenda matters have been concluded, the meeting adjourned at 12:10 a.m.
CARRIED

JON JOHNSTON, MAYOR

TANNER EVANS, CAO

Summer Village of Half Moon Bay

Administration and Finance

Council Date: January 26, 2022

Information Item

Agenda Item: *Accounts Payable Update*

Background:

Total payables processed and presented to Council \$ 60,711.16

The following list identifies any payments over \$3,000:

1. Red Deer Catholic Regional	\$	3,594.25
a. Supplementary Tax Requisition 2021		
2. Johnston Ming Manning LLP	\$	5,442.07
a. Land Purchase Legal Fees-Accrual		
3. SL Regional Wastewater Comm-Accrual	\$	4,655.10
a. Share of Dec 2021 Debenture		
b. Governance & Admin Cost 2021		
4. Summer Village of Norglenwold	\$	7,915.29
a. Nov 2021 Muni Specific Costs		
b. Nov 2021 Shared Costs		
5. Summer Village of Norglenwold-Accrual	\$	4,391.73
a. Dec 2021 Muni Specific Costs		
b. Dec 2021 Shared Costs		
6. Alberta School Foundation Fund-Accrual	\$	23,806.56
a. School Funding-December 31 st		

Council Expense Claims Report:

December 2021

▪ Jon Johnston	\$ 120.00
▪ Andrea Remington	\$ 100.00
▪ Mike Pashak	\$ 634.52

Administrative Recommendations:

Council to accept as information.

Authorities:

MGA 207 (c): The chief administrative officer advised and informs the council on the operations and affairs of the municipality.

Summer Village of Half Moon Bay
List of Accounts for Approval
Batch: 2021-00098 to 2022-00009

Bank Code - NewAcct - New Main Bank Code

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
33	2021-11-30	Al's Bobcat & Trucking	18272	Sanding Nov.16 & 22nd	415.80	415.80
34	2021-12-16	Federation of Canadian	29151-W1D0W5	FCM Membership-2022-2023	103.50	103.50
35	2021-12-16	Riteway Fencing(2000) Inc.	R13968	Repairs to Chainlink Fence	1,827.00	1,827.00
36	2021-12-20	Red Deer Catholic Regional	2021-4	Supplementary Tax Requisition-20	3,594.25	3,594.25
37	2022-01-14	Johnston Ming Manning LLP	BAB-152727	Accrual Land Purchase Legal Fees-Rec'd	5,442.07	5,442.07
38	2022-01-14	SL Regional Wastewater Comm	1550	Accrual Share of Dec 2021 Debenture Cos	423.60	
			1556	Accrual Governance & Admin Cost 2021	4,231.50	4,655.10
Total Computer Cheque:						16,037.72

EFT

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
25	2021-11-30	Summer Village of Norglenwold	2021-00183	Nov 2021 Muni Specific Costs	5,000.00	
			2021-00187	Nov 2021 Monthly Shared Cost	2,915.29	7,915.29
26	2021-12-17	Empringham Disposal Corp	28382	Bi-Weekly Collection-November	281.35	281.35
27	2022-01-13	Al's Bobcat & Trucking	18310	Accrual Sanding-Dec 2, 6, 8, 10 and 13th	1,143.45	
			18356	Accrual Sanding-Dec 17, 28 and 30th	1,477.35	2,620.80
28	2022-01-13	Empringham Disposal Corp	29197	Accrual Bi Weekly Collection & Cart Lease	281.35	281.35
29	2022-01-13	Summer Village of Norglenwold	2021-00191	Accrual December Muni Specific Costs	1,799.50	1,799.50
30	2022-01-13	Triangle Construction	1505	Accrual Removal of Trees.	2,756.25	2,756.25
31	2022-01-17	Summer Village of Norglenwold	2022-00010	Accrual Dec 2021 Muni Specific Costs	21.00	
			2022-00014	Accrual Dec 2021 Monthly Shared Cost	4,370.73	4,391.73
Total EFT:						20,046.27

OTHER

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
2953	2021-12-20	Epcor	NOV222021-6937	Utilities	83.30	83.30
2960	2022-01-07	Alberta School Foundation Fund	12205	Accrual Scholl Funding-December 31st	23,806.56	23,806.56
2965	2022-01-14	Receiver General/OTH	CP12-2021	Accrual CPP	22.70	22.70

Date Printed
2022-01-18 3:41 PM

Summer Village of Half Moon Bay
List of Accounts for Approval
Batch: 2021-00098 to 2022-00009

Page 2

OTHER

Payment #	Date	Vendor Name		Reference	Invoice Amount	Payment Amount
		Invoice #				
2969	2022-01-14	Edward Hiscock				
		SDABTRAIN-2021	Accrual	SDAB Training	400.00	400.00
2973	2022-01-14	Epcor				
		DEC212021-6937	Accrual	Utilities	80.45	80.45
					Total Other:	24,393.01

ONLINE BANKING

Payment #	Date	Vendor Name		Reference	Invoice Amount	Payment Amount
		Invoice #				
2932	2021-11-30	Receiver General/OTH				
		NOV2021		CPP June - November 2021	234.16	234.16
					Total Online Banking:	234.16
					Total NewAcct:	60,711.16

Certified Correct This January 18, 2022

Mayor

Administrator

TOTAL PAYABLE: \$ 120.00

TOTAL PAYABLE: \$ 100.00



Council Expense Claim Form

NAME: Mike Pashak
 POSITION: Councillor
 MONTH ENDING: December-2021

Please follow the below steps for the formulas to work correctly.

1. Save this document to your desktop.
2. Right click the document, hover your mouse over "open with" then select "Adobe Acrobat".

Village Business

DATE	EVENT	TIME SPENT	CLAIM	TOTAL
11/24/21	Sylvan Lake Regional Wastewater Commission	1.5	Councillor	\$ 100.00
12/9/21	Regular Council	3.5	Councillor	\$ 100.00
12/9/21	SLRWWC SSL Update	3.5	Councillor	\$ 100.00
12/13/21	Sylvan Lake Regional Wastewater Commission	4	Councillor	\$ 100.00
12/17/21	SLRWWC SSL with Eckville Mayor & CAO	2	Councillor	\$ 100.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
				\$ 500.00

If event is other please type it in.

Travel

COPY

DATE	EVENT	RETURN TRIP TOTALS (KM)	RATE	TOTAL
11/24/21	Sylvan Lake Regional Wastewater Commission	0.00	\$0.59	\$ 0.00
12/9/21	Regular Council	24.00	\$0.59	\$ 14.16
12/9/21	SLRWWC SSL Update	88.00	\$0.59	\$ 51.92
12/13/21	Sylvan Lake Regional Wastewater Commission	88.00	\$0.59	\$ 51.92
12/17/21	SLRWWC SSL with Eckville Mayor & CAO	28.00	\$0.59	\$ 16.52
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
				\$ 134.52

Other Expenses

DATE	EXPENSE	SUBTOTAL	G.S.T	TOTAL
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00

MAYOR: _____
 C.A.O: _____

TOTAL PAYABLE: \$ 634.52

Summer Village of Half Moon Bay

January 26, 2022

Planning and Development

Information Item

Agenda Item: Development Update

Background:

Development Permit Update:

Currently there are 94 development permits issued in the Summer Villages (33 in Birchcliff, 3 in Half Moon Bay, 11 in Jarvis Bay, 24 in Norglenwold, and 23 in Sunbreaker Cove).

The following is the list in Half Moon Bay:

49 Lakeview Road	Demolition & Dwelling
57 Warbler Close	Hot Tub (NEW)
32 Lakeview Road	Dwelling Addition (NEW)

Yearly Report:

A total of 65 Development Permits were issued in all 5 Summer Villages in 2021, 2 of them were Half Moon Bay's.

In 2020, 36 Development Permits were issued in all 5 Summer Villages, 1 of them were Half Moon Bay's.

2 Development Permits were closed in 2021 in Half Moon Bay.

Administrative Recommendations:

Council to accept as information.

Authorities:

Land Use Bylaw #123/13.

Summer Village Half Moon Bay

January 26, 2022

Finance

Request for Decision

Agenda Item: *Budget 2022 - 2025*

Background:

Administration would like to provide the following draft 2022 - 2025 Budget to Council.

Options for Consideration:

1) That Council review and discuss draft operating budget information provided and to provide the necessary input into the 2022 – 2025 Budget.

A live budget will be provided for any changes and recommendations.

Administrative Recommendations:

- 1) That Council review and approve the 2022 budget as provided.
- 2) That Council amend and approve the 2022 budget.

Authorities:

Section 242(1) of the Municipal Government Act, R.S.A. 2000, c M-26, provides that Council must adopt an operating budget for each calendar year.

Budget Summary

Revenue

Taxation	\$	145,317.87
Administration	\$	11,583.98
Protective Services	\$	-
Public Works	\$	-
Planning and Development	\$	1,270.00
Taxation and Operating Revenue	\$	158,171.85
Alberta Requisitions	\$	-
Capital Revenue	\$	-
Total Revenue	\$	158,171.85

Expenses

Council & Legislative	\$	14,961.00
Administration	\$	48,223.25
Protective Services	\$	12,470.32
Public Works	\$	75,415.48
Planning & Development	\$	1,849.60
Recreation & Planning	\$	5,230.20
Environment	\$	22.00
Operating Expenses	\$	158,171.85
Alberta Requisitions	\$	-
Capital Projects	\$	-
Total Expenses	\$	158,171.85

Account #	Department / Description	2018 Actuals	2019 Actuals	2020 Actuals	2021 Budget	2021 YTD	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Administration										
101-000-110	Taxation	\$ 145,026.00	\$ 145,533.00	\$ 145,508.00	\$ 145,411.59	\$ 145,409.00	\$ 145,317.87	\$ 144,901.51	\$ 146,495.48	\$ 148,764.44
101-000-510	Penalties	\$ 1,263.00	\$ 3,379.00	\$ 3,606.00	\$ 2,000.00	\$ 2,132.00	\$ 2,080.00	\$ 2,142.40	\$ 2,206.67	\$ 2,272.87
101-103-130	DI Designated Industrial		\$ -	\$ -	\$ -	\$ -	\$ 3.14	\$ 4.14	\$ 5.14	\$ 5.14
112-000-550	Returns on Investments	\$ 11,847.00	\$ 15,699.00	\$ 6,698.00	\$ 12,000.00	\$ 4,813.00	\$ 4,000.00	\$ 4,080.00	\$ 4,161.60	\$ 4,244.83
112-000-410	Sales of Services and Supplies	\$ 50.00	\$ 365.00	\$ -	\$ 59.46	\$ 300.00	\$ 61.84	\$ 63.08	\$ 64.34	\$ 65.62
112-000-570	Other Revenue	\$ 3,219.00	\$ 532.00	\$ 40.00	\$ 508.00	\$ 4,752.00	\$ 520.00	\$ 523.24	\$ 535.60	\$ 538.94
	Grant Revenue		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
112-000-760	Transfer from reserve		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000.00	\$ 4,080.00	\$ 4,080.00
112-000-740	MSI Operational	\$ 7,108.00	\$ 7,424.00	\$ 8,421.00	\$ 5,703.00	\$ 4,919.00	\$ 4,919.00	\$ 4,919.00	\$ 5,017.38	\$ 5,117.73
Total Administration		\$ 168,513.00	\$ 172,932.00	\$ 164,273.00	\$ 165,682.05	\$ 162,325.00	\$ 156,901.85	\$ 160,633.36	\$ 162,566.21	\$ 165,089.57
Protective Services										
-----	Collected Fines	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Protective Services		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Public Works										
Total Public Works		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Planning and Development										
161-000-410	Compliance Certificates	\$ 173.00	\$ 787.00	\$ -	\$ 50.00	\$ 100.00	\$ 100.00	\$ 102.00	\$ 104.04	\$ 106.12
161-000-520	Development Permits / Appeal Fees	\$ 600.00	\$ 900.00	\$ 300.00	\$ 250.00	\$ 829.00	\$ 255.00	\$ 260.10	\$ 265.30	\$ 270.61
161-000-510	Inspection Fees	\$ 150.00	\$ 442.00	\$ 442.00	\$ 250.00	\$ 829.00	\$ 515.00	\$ 257.50	\$ 530.45	\$ 265.23
161-000-590	Encroachment Fees		\$ 200.00	\$ 150.00	\$ 200.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Planning and Development		\$ 923.00	\$ 1,887.00	\$ 892.00	\$ 750.00	\$ 2,158.00	\$ 1,270.00	\$ 1,019.60	\$ 1,299.79	\$ 1,041.95
Total Revenue		\$ 169,436.00	\$ 174,819.00	\$ 165,165.00	\$ 166,432.05	\$ 164,483.00	\$ 158,171.85	\$ 161,652.96	\$ 163,866.00	\$ 166,131.52

Account #	Department / Description Council	2018 Actuals	2019 Actuals	2020 Actuals	2021 Budget	2021 YTD	2022 Budget	2023 Budget	2024 Budget	2025 Budget
211	Remuneration									
211-101-510	Mayor	\$ 5,280.00	\$ 5,565.00	\$ 3,580.00	\$ 5,000.00	\$ 3,115.00	\$ 3,100.00	\$ 3,162.00	\$ 3,225.24	\$ 3,289.74
211-102-150	Deputy Mayor	\$ 3,000.00	\$ 1,600.00	\$ 2,100.00	\$ 2,000.00	\$ 2,000.00	\$ 2,080.00	\$ 2,121.60	\$ 2,164.03	\$ 2,207.31
211-103-150	Councillor	\$ 1,800.00	\$ 3,700.00	\$ 2,150.00	\$ 2,000.00	\$ 2,815.00	\$ 2,080.00	\$ 2,121.60	\$ 2,164.03	\$ 2,207.31
<i>Total Remuneration</i>		<i>\$ 10,080.00</i>	<i>\$ 10,865.00</i>	<i>\$ 7,830.00</i>	<i>\$ 9,000.00</i>	<i>\$ 7,930.00</i>	<i>\$ 7,260.00</i>	<i>\$ 7,405.20</i>	<i>\$ 7,553.30</i>	<i>\$ 7,704.37</i>
	Travel and Subsistence									
211-101-210	Mayor	\$ 1,452.00	\$ 1,747.00	\$ 717.00	\$ 3,454.40	\$ 422.00	\$ 1,750.00	\$ 1,785.00	\$ 1,820.70	\$ 1,857.11
211-102-210	Deputy Mayor		\$ 154.00	\$ 144.00	\$ 2,032.00		\$ 1,000.00	\$ 1,020.00	\$ 1,040.40	\$ 1,061.21
211-201-211	Conference Travel		\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -
211-103-210	Councillor	\$ 2,721.00	\$ 3,644.00	\$ 405.00	\$ 2,133.60	\$ 1,023.00	\$ 1,000.00	\$ 1,020.00	\$ 1,040.40	\$ 1,061.21
<i>Total Travel and Subsistence</i>		<i>\$ 4,173.00</i>	<i>\$ 5,545.00</i>	<i>\$ 1,266.00</i>	<i>\$ 7,620.00</i>	<i>\$ 1,445.00</i>	<i>\$ 3,750.00</i>	<i>\$ 3,825.00</i>	<i>\$ 3,901.50</i>	<i>\$ 3,979.53</i>
	Registration & Conventions									
211-201-212	ASVA Conference	\$ 525.00	\$ 240.00	\$ -	\$ 609.60		\$ 600.00	\$ 612.00	\$ 624.24	\$ 636.72
211-202-212	AUMA Conference	\$ 550.00	\$ 575.00	\$ -	\$ 1,219.20		\$ 600.00	\$ 612.00	\$ 624.24	\$ 636.72
211-203-212	Council Education Opportunities		\$ -	\$ -	\$ 650.00	\$ 825.00	\$ 676.00	\$ 450.00	\$ 451.00	\$ 451.00
<i>Total Registration and Conventions</i>		<i>\$ 1,075.00</i>	<i>\$ 815.00</i>	<i>\$ -</i>	<i>\$ 2,478.80</i>	<i>\$ 825.00</i>	<i>\$ 1,876.00</i>	<i>\$ 1,674.00</i>	<i>\$ 1,699.48</i>	<i>\$ 1,724.45</i>
	Memberships									
211-301-220	AUMA Membership	\$ 855.00	\$ 870.00	\$ 870.00	\$ 900.00	\$ 794.00	\$ 900.00	\$ 900.00	\$ 901.00	\$ 901.00
211-302-220	ASVA Membership	\$ 900.00	\$ 900.00	\$ 975.00	\$ 977.00	\$ 975.00	\$ 975.00	\$ 900.00	\$ 901.00	\$ 901.00
211-303-220	FCM Membership	\$ 111.00	\$ 70.00	\$ 88.00	\$ 100.00		\$ 100.00	\$ 100.00	\$ 101.00	\$ 101.00
211-304-220	Mayors & Reeves Membership		\$ -	\$ -	\$ 100.00		\$ 100.00	\$ 100.00	\$ 101.00	\$ 101.00
<i>Total Memberships</i>		<i>\$ 1,866.00</i>	<i>\$ 1,840.00</i>	<i>\$ 1,933.00</i>	<i>\$ 2,077.00</i>	<i>\$ 1,769.00</i>	<i>\$ 2,075.00</i>	<i>\$ 2,000.00</i>	<i>\$ 2,004.00</i>	<i>\$ 2,004.00</i>
Total Council		\$ 17,194.00	\$ 19,065.00	\$ 11,029.00	\$ 21,175.80	\$ 11,969.00	\$ 14,961.00	\$ 14,904.20	\$ 15,158.28	\$ 15,412.35

Account #	Department / Description	2018 Actuals	2019 Actuals	2020 Actuals	2021 Budget	2021 YTD	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Administration										
212-1	Personnel									
212-100-110	Salaries	\$ 20,808.00	\$ 28,181.00	\$ 26,199.00	\$ 24,882.41	\$ 26,647.00	\$ 25,645.57	\$ 26,158.48	\$ 26,681.65	\$ 27,215.28
212-100-130	Training	\$ 417.00	\$ 715.00	\$ 675.00	\$ 659.38	\$ 817.00	\$ 463.97	\$ 473.25	\$ 482.71	\$ 492.37
212-100-210	Travel & Subsistence	\$ 616.00	\$ 500.00	\$ 22.00	\$ 853.98		\$ 556.84	\$ 567.98	\$ 579.34	\$ 590.92
212-100-211	WCB	\$ 308.00	\$ 373.00	\$ 569.00	\$ 595.23	\$ 276.00	\$ 430.17	\$ 438.77	\$ 447.55	\$ 456.50
212-100-266	PW Fleet	\$ 491.00	\$ 420.00	\$ 338.00	\$ 445.53	\$ 288.00	\$ 405.97	\$ 414.09	\$ 422.37	\$ 430.82
212-100-140	Benefits	\$ 776.00	\$ 884.00	\$ 829.00	\$ 930.37	\$ 718.00	\$ 864.80	\$ 882.10	\$ 899.74	\$ 917.73
	Building Insurance				\$ 130.00	\$ 129.00	\$ 148.40	\$ 151.37	\$ 154.40	\$ 157.48
<i>Total Personnel</i>		<i>\$ 23,416.00</i>	<i>\$ 31,073.00</i>	<i>\$ 28,632.00</i>	<i>\$ 28,496.90</i>	<i>\$ 28,875.00</i>	<i>\$ 28,515.72</i>	<i>\$ 29,086.03</i>	<i>\$ 29,667.76</i>	<i>\$ 30,261.11</i>
212-2	Consumables									
212-200-215	Postage / Freight / Courier	\$ 614.00	\$ 195.00	\$ 468.00	\$ 454.34	\$ 391.00	\$ 466.01	\$ 475.33	\$ 484.84	\$ 494.53
212-200-500	Printing costs	\$ 517.00	\$ 370.00	\$ 247.00	\$ 508.97	\$ 300.00	\$ 308.98	\$ 315.16	\$ 321.46	\$ 327.89
212-200-510	Office Supplies	\$ 494.00	\$ 511.00	\$ 502.00	\$ 798.31	\$ 707.00	\$ 753.94	\$ 769.02	\$ 784.40	\$ 800.09
<i>Total Consumables</i>		<i>\$ 1,625.00</i>	<i>\$ 1,076.00</i>	<i>\$ 1,217.00</i>	<i>\$ 1,761.62</i>	<i>\$ 1,398.00</i>	<i>\$ 1,528.93</i>	<i>\$ 1,559.51</i>	<i>\$ 1,590.70</i>	<i>\$ 1,622.51</i>
212-3	Facilities & Equipment									
212-300-217	Phone / Fax/ Internet	\$ 427.00	\$ 354.00	\$ 370.00	\$ 519.62	\$ 1,034.00	\$ 289.98	\$ 295.78	\$ 301.70	\$ 307.73
212-300-540	Utilities	\$ 337.00	\$ 337.00	\$ 393.00	\$ 757.11	\$ 873.00	\$ 753.94	\$ 769.02	\$ 784.40	\$ 800.09
212-300-250	Facility Improvements	\$ 146.00	\$ 25.00	\$ 179.00	\$ 261.83	\$ 140.00	\$ 347.97	\$ 354.93	\$ 362.03	\$ 369.27
212-300-255	Facility Maintenance	\$ 308.00	\$ 331.00	\$ 367.00	\$ 919.59	\$ 394.00	\$ 1,233.10	\$ 1,257.76	\$ 1,282.92	\$ 1,308.58
212-300-263	Condominium Costs	\$ 224.00	\$ 218.00	\$ 213.00	\$ 267.21	\$ 238.00	\$ 268.81	\$ 274.19	\$ 279.67	\$ 285.26
212-300-240	Computer Software / Mtncs Agreemen	\$ 213.00	\$ 492.00	\$ 445.00	\$ 381.73	\$ 647.00	\$ 608.03	\$ 620.19	\$ 632.59	\$ 645.25
212-300-242	IT Equipment	\$ 188.00	\$ 446.00	\$ 525.00	\$ 261.83	\$ 611.00	\$ 115.99	\$ 118.31	\$ 120.68	\$ 123.09
212-300-265	Equipment Maintenance	\$ 19.00	\$ 32.00	\$ -	\$ 112.49		\$ 29.00	\$ 29.58	\$ 30.17	\$ 30.78
212-300-270	Equipment Rental	\$ 171.00	\$ 189.00	\$ 189.00	\$ 209.95	\$ 161.00	\$ 173.99	\$ 177.47	\$ 181.02	\$ 184.64
212-300-500	Development Contingency			\$ -	\$ -		\$ -	\$ -	\$ -	\$ -
212-300-510	Administrative Contingency	\$ 187.00	\$ 161.00	\$ 605.00	\$ 87.36	\$ 125.00	\$ 29.00	\$ 29.58	\$ 30.17	\$ 30.78
<i>Total Facilities & Equipment</i>		<i>\$ 2,220.00</i>	<i>\$ 2,585.00</i>	<i>\$ 3,286.00</i>	<i>\$ 3,778.72</i>	<i>\$ 4,223.00</i>	<i>\$ 3,849.81</i>	<i>\$ 3,926.81</i>	<i>\$ 4,005.34</i>	<i>\$ 4,085.45</i>
<i>Total Shared Budget SubTotal</i>		<i>\$ 27,261.00</i>	<i>\$ 34,734.00</i>	<i>\$ 33,135.00</i>	<i>\$ 34,037.24</i>	<i>\$ 34,496.00</i>	<i>\$ 33,894.46</i>	<i>\$ 34,572.35</i>	<i>\$ 35,263.80</i>	<i>\$ 35,969.07</i>

Account #	Department / Description	2018 Actuals	2019 Actuals	2020 Actuals	2021 Budget	2021 YTD	2022 Budget	2023 Budget	2024 Budget	2025 Budget
212-4	Municipal Specific									
212-400-220	Other meetings and elections	\$ 232.00	\$ 1,087.00	\$ 293.00	\$ 1,016.00	\$ 3,966.00	\$ 300.00	\$ 306.00	\$ 312.12	\$ 318.36
212-402-220	Donations to other organizations	\$ 750.00	\$ 600.00	\$ 750.00	\$ 762.00		\$ -	\$ -	\$ -	\$ -
212-400-222	Advertising	\$ 49.00	\$ -	\$ 278.00	\$ 500.00		\$ 500.00	\$ 510.00	\$ 520.20	\$ 530.60
212-400-231	Audit Fees	\$ 6,062.00	\$ 5,583.00	\$ 6,045.00	\$ 4,636.00	\$ 6,294.00	\$ 6,200.00	\$ 4,937.00	\$ 4,938.00	\$ 4,938.00
212-400-232	Assessment Fees	\$ 3,200.00	\$ 3,200.00	\$ 3,200.00	\$ 3,000.00	\$ 3,000.00	\$ 3,200.00	\$ 3,264.00	\$ 3,329.28	\$ 3,395.87
212-400-233	Accounting Software	\$ 1,422.00	\$ 1,500.00	\$ 1,982.00	\$ 1,868.42		\$ -	\$ -	\$ -	\$ -
212-400-275	Municipal Insurance	\$ 2,255.00	\$ 2,148.00	\$ 2,213.00	\$ 2,479.04	\$ 2,574.00	\$ 2,850.90	\$ 2,907.91	\$ 2,966.07	\$ 3,025.39
212-400-910	Tax Changes		\$ -	\$ -	\$ 267.21		\$ 277.90	\$ 283.45	\$ 289.12	\$ 294.91
	Fleet Replacement Reserve				\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
<i>Total Specific</i>		<i>\$ 13,970.00</i>	<i>\$ 14,118.00</i>	<i>\$ 14,761.00</i>	<i>\$ 15,528.67</i>	<i>\$ 16,834.00</i>	<i>\$ 14,328.79</i>	<i>\$ 13,208.37</i>	<i>\$ 13,354.80</i>	<i>\$ 13,503.13</i>
Total Administration		\$ 41,231.00	\$ 48,852.00	\$ 47,896.00	\$ 49,565.91	\$ 51,330.00	\$ 48,223.25	\$ 47,780.72	\$ 48,618.59	\$ 49,472.20

Account #	Department / Description	2018 Actuals	2019 Actuals	2020 Actuals	2021 Budget	2021 YTD	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Protective Services										
223-000-200	Fire	\$ 2,876.00	\$ 2,763.00	\$ 5,656.00	\$ 6,508.33	\$ 5,852.00	\$ 5,748.32	\$ 6,416.00	\$ 6,417.00	\$ 6,417.00
226-000-200	Enforcement		\$ 346.00	\$ -	\$ 510.00		\$ -	\$ -	\$ -	\$ -
223-000-201	Emergency Management		\$ 435.00	\$ -	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
224-000-201	Safety Equipment									
225-000-200	Policing costs			\$ 2,111.00	\$ 3,169.00		\$ 4,222.00	\$ 6,338.00	\$ 6,339.00	\$ 6,339.00
Total Protective Services		\$ 2,876.00	\$ 3,544.00	\$ 7,767.00	\$ 12,687.33	\$ 8,352.00	\$ 12,470.32	\$ 15,254.00	\$ 15,256.00	\$ 15,256.00
Public Works										
Maintenance Programs										
232-000-200	Green Space Program	\$ 8,390.00	\$ 5,730.00	\$ 6,999.00	\$ 9,000.00	\$ 3,608.00	\$ 6,000.00	\$ 6,120.00	\$ 6,242.40	\$ 6,367.25
232-000-255	Plowing Program	\$ 8,945.00	\$ 6,872.00	\$ 11,410.00	\$ 9,754.00	\$ 6,839.00	\$ 10,144.16	\$ 10,347.04	\$ 10,553.98	\$ 10,765.06
232-000-250	Road Maintenance Program	\$ 3,667.00	\$ 5,767.00	\$ 6,146.00	\$ 5,486.00	\$ 10,114.00	\$ 8,000.00	\$ 8,160.00	\$ 8,323.20	\$ 8,489.66
232-000-260	Tree Removal	\$ 2,494.00	\$ 2,792.00	\$ 3,100.00	\$ 5,000.00	\$ 2,625.00	\$ 3,000.00	\$ 3,060.00	\$ 3,121.20	\$ 3,183.62
232-000-530	Ditch and Culvert Program	\$ 2,923.00	\$ 3,071.00	\$ 1,850.00	\$ 2,358.00	\$ 2,020.00	\$ 2,452.32	\$ 2,501.37	\$ 2,551.39	\$ 2,602.42
232-000-265	Sign Program	\$ 793.00	\$ 934.00	\$ 201.00	\$ 1,000.00	\$ 200.00	\$ 200.00	\$ 206.00	\$ 212.18	\$ 218.55
232-000-270	Pathway Maintenance Reserve	\$ 2,817.00	\$ 281.00	\$ 2,521.00	\$ 3,500.00		\$ 5,000.00	\$ 5,100.00	\$ 5,202.00	\$ 5,306.04
	reserve						\$ 5,500.00	\$ 5,610.00	\$ 5,722.20	\$ 5,836.64
<i>Total Maintenance</i>		<i>\$ 30,029.00</i>	<i>\$ 25,447.00</i>	<i>\$ 32,227.00</i>	<i>\$ 36,098.00</i>	<i>\$ 25,406.00</i>	<i>\$ 40,296.48</i>	<i>\$ 41,104.41</i>	<i>\$ 41,928.56</i>	<i>\$ 42,769.25</i>
Waste Water / Water										
242-000-720	Reserve Fund	\$ 15,000.00	\$ 10,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00		
242-000-250	SLRWWC Gov & Admin	\$ 10,267.00	\$ 8,626.00	\$ 8,406.00	\$ 8,463.00	\$ 7,851.00	\$ 7,285.00	\$ 8,463.00	\$ 8,463.00	\$ 8,463.00
	Payout of Stage 1 Debt		\$ -	\$ -						
242-000-253	Unconnected Member Debenture		\$ -	\$ 997.00	\$ 1,100.00	\$ 424.00	\$ 1,094.00			
	Wastewater Services Rate Charge						\$ -		\$ 14,981.00	\$ 14,981.00
242-000-251	SLR Water Comm.	\$ 1,488.00	\$ -	\$ 1,513.00	\$ 1,000.00		\$ -	\$ -	\$ -	\$ -
<i>Total Wastewater</i>		<i>\$ 26,755.00</i>	<i>\$ 18,626.00</i>	<i>\$ 25,916.00</i>	<i>\$ 25,563.00</i>	<i>\$ 23,275.00</i>	<i>\$ 23,379.00</i>	<i>\$ 23,463.00</i>	<i>\$ 23,444.00</i>	<i>\$ 23,444.00</i>
Waste and Recycle										
243-000-200	Contracted Solid Waste Removal	\$ 5,896.00	\$ 5,490.00	\$ 3,837.00	\$ 5,871.00	\$ 3,337.00	\$ 5,870.00	\$ 5,987.40	\$ 6,107.15	\$ 6,229.29
243-000-255	Land Fill Costs	\$ 4,830.00	\$ 4,883.00	\$ 4,976.00	\$ 5,871.00	\$ 4,700.00	\$ 5,870.00	\$ 5,987.40	\$ 6,107.15	\$ 6,229.29
<i>Total Waste</i>		<i>\$ 10,726.00</i>	<i>\$ 10,373.00</i>	<i>\$ 8,813.00</i>	<i>\$ 11,742.00</i>	<i>\$ 8,037.00</i>	<i>\$ 11,740.00</i>	<i>\$ 11,974.80</i>	<i>\$ 12,214.30</i>	<i>\$ 12,458.58</i>
Total Public Works		\$ 67,510.00	\$ 54,446.00	\$ 66,956.00	\$ 73,403.00	\$ 56,718.00	\$ 75,415.48	\$ 76,542.21	\$ 77,586.85	\$ 78,671.83

Account #	Department / Description	2018 Actuals	2019 Actuals	2020 Actuals	2021 Budget	2021 YTD	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Planning and Development										
261-000-200	Contracted Planning Services		\$ -	\$ -	\$ 240.00		\$ 249.60	\$ 254.59	\$ 259.68	\$ 264.88
261-000-110	Development Services	\$ 7,666.00	\$ 7,351.00	\$ 2,566.00	\$ 500.00	\$ 452.00	\$ -	\$ -	\$ -	\$ -
261-000-215	SDAB Costs	\$ 761.00	\$ -	\$ -	\$ 400.00	\$ 800.00	\$ 400.00	\$ 400.00	\$ 401.00	\$ 401.00
261-000-220	MPC Costs	\$ 255.00	\$ 300.00	\$ -	\$ 700.00	\$ 440.00	\$ 700.00	\$ 700.00	\$ 701.00	\$ 701.00
261-000-115	IDP/MDP	\$ 2,694.00	\$ 5,187.00	\$ -	\$ 3,500.00	\$ 26.00	\$ 500.00	\$ 510.00	\$ 520.20	\$ 530.60
Total Planning and Development		\$ 11,376.00	\$ 12,838.00	\$ 2,566.00	\$ 5,340.00	\$ 1,718.00	\$ 1,849.60	\$ 1,864.59	\$ 1,881.88	\$ 1,897.48
Recreation and Planning										
274-000-850	Parkland Regional Library	\$ 341.00	\$ 347.00	\$ 359.10	\$ 360.00	\$ 359.00	\$ 359.00	\$ 366.18	\$ 373.50	\$ 380.97
212-403-220	FCSS Municipal Contribution	\$ 190.00	\$ 190.00	\$ 571.20	\$ 571.00	\$ 238.00	\$ 571.20	\$ 582.62	\$ 594.28	\$ 606.16
272-000-544	Recreation Utilities	\$ 758.00	\$ 868.00	\$ 879.00	\$ 807.00	\$ 968.00	\$ 1,800.00	\$ 1,836.00	\$ 1,872.72	\$ 1,910.17
272-000-550	Canada Day Event	\$ 2,090.00	\$ 3,094.00	\$ -	\$ 2,500.00	\$ 1,205.00	\$ 2,500.00	\$ 2,500.00	\$ 2,501.00	\$ 2,501.00
Total Recreation and Planning		\$ 3,379.00	\$ 4,499.00	\$ 1,809.30	\$ 4,238.00	\$ 2,770.00	\$ 5,230.20	\$ 5,284.80	\$ 5,341.50	\$ 5,398.31
Environment										
273-100-150	Environmental Projects (SLMC & Env)		\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -
243-102-150	Red Deer River Watershed Society	\$ 21.00	\$ 21.00	\$ 21.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.44	\$ 22.89	\$ 23.35
Total Environment		\$ 21.00	\$ 21.00	\$ 21.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.44	\$ 22.89	\$ 23.35
Total Operating Budget										
		\$ 143,587.00	\$ 143,265.00	\$ 138,044.30	\$ 166,432.05	\$ 132,879.00	\$ 158,171.85	\$ 161,652.96	\$ 163,866.00	\$ 166,131.52

Councillor Mike Pashak - report

Sylvan Lake Regional Wastewater Commission (SLRWWC)

- The 2022 Operating Budget has been finalized. It incorporates an overall 1.0% increase to rates.
- HMB 2022 expenses include \$7,292 for Administration and \$1,094 debenture payment.
- Once the South Shore Line is complete, projected in 2024, HMB can expect their annual SLRWWC charges to total approximately \$26K per year; \$8K Administration and \$18K for wastewater transmission and treatment.
- Typically municipalities recover wastewater operating costs and amortization through a Utility Fee.
- HMB should begin discussion on educational information for residents, internal collection system costs and recovery, and the concept of utility fees.
- In 2021, the HMB budget for wastewater expenses was \$25.6K; paid to SLRWWC \$10.6K and contributed to HMB Wastewater Reserve Fund \$15K. Once the HMB internal collection system is in operation, HMB can expect additional costs related to maintenance and amortization.

SLRWWC South Shore Line Project (SSL)

SLRWWC Chair Teresa Beets, Vice-Chair Mike Pashak and CAO Keith Boras met with Eckville Mayor Colleen Ebdon, Deputy Mayor Karin Engen and CAO Jack Ramsden to discuss Eckville joining the SLRWWC and participating in the SSL. Eckville has an aging wastewater treatment system and are in the process of understanding what is necessary, both capital costs and ongoing operating costs, for a modern treatment system. Eckville joining the SLRWWC would have a positive impact on the operation of the SSL.

The Town of Sylvan Lake (TOSL) has indicated that they will be ready in 2024 to accept wastewater flows from the SSL. TOSL has agreed to bring forward capital work that will extend their gravity wastewater system out to the intersection of 50 Street and 60 Avenue to accommodate these flows.

The SSL would be eligible for grant funding under the Water For Life program; funding is 90/10 (Province/SLRWWC). The deadline for application was extended into 2022 and the SLRWWC is contemplating an application to cover the first phase of the project. The Opinion of Probable Cost (OPC) for Phase 5A (TOSL to HMB) is \$17M and Phase 5B (HMB to Eckville including Lacombe County communities) is \$24M.

Association of Summer Villages of Alberta (ASVA) meetings:

The ASVA Board has passed their 2022 budget. In 2022, the membership fee will be maintained at the 2021 rate of \$.0262 x equalized assessment / 1000 and with the maximum membership fee set at \$975.

Based on member feedback, ASVA will host a virtual Town Hall in March to provide additional information on the Alberta Environment & Parks (AEP) Disturbance Standard for Temporary, Seasonal Docks and other Mooring Structures for Personal Recreational Purposes released in April 2021. We are pleased to announce that Garry Haekel from AEP will be joining us. In addition to the AEP Q&A session, a number of members will share what their Summer Village has done to implement the new regulations and, in particular, their accommodation for Back-Lot property owners. Additional information on this Town Hall will be coming in early February.

As part of reconnecting with the vision, mission and priorities of the ASVA, the Board of Directors plan to update the ASVA Strategic Plan in early 2022. To ensure the Strategic Plan aligns with member expectations, the ASVA will create multiple opportunities for members to provide feedback on their priorities and those of their residents. To gather feedback the ASVA will host Focus Groups and reach out individually to ASVA members. Member engagement and feedback will help inform the ASVA on their priorities for Advocacy, Communication, and Educational efforts during this Board's four year term. Please watch for invitations to attend the Focus Groups in mid-February.

Alberta Municipalities (formerly AUMA, now AB Munis)

The Government of Alberta is moving forward on engagements with municipalities on the potential of a new Alberta Provincial Police Service (APPS). Last week I participated in a preview of the PowerPoint presentation that the Justice and Solicitor General group (JSG) will be using during the engagement sessions. This issue has the potential to significantly impact service levels, governance, and costs associated with policing in Alberta. This could directly impact the cost of policing for HMB. The work that Alberta Municipalities will do on this issue is a prime example of the value that Summer Villages receive as being a member in Alberta Municipalities. AB Munis is in the process of developing a position on the issue and will provide information and questions that may be helpful for those that are attending the provincial engagements.

The Government of Alberta APPS engagement sessions run from mid-January to the end of March and are a combination of in-person and virtual meetings. The virtual meetings are currently scheduled from March 14 to March 18. The relevant reports and information on the provincial engagement can be found at <https://www.alberta.ca/provincial-police-service-engagement.aspx>.

AB Munis Financial Health Working Group

The Working Group has two tasks; propose a framework to identify the financial health of a municipality and propose an allocation method for LGFF.

The first draft of a proposed Municipal Financial Health Framework has been created. The Framework is based on eleven metrics within the three fundamentals of sustainability, flexibility, and vulnerability. There will be a scale that shows how each Municipality ranks. In this draft framework, SV Half Moon Bay ranks well because we have no debt and good reserve funds. This is partially offset by our dependence on government grants for capital projects, which all Summer Villages have.

Sustainability	Vulnerability	Flexibility
Can you keep doing what you are doing without raising the tax burden or issuing new debt?	How at risk are you from changes to revenue sources that you can't control?	Can you increase available sources of revenue without impacting affordability or financial sustainability?

The second task for this working group was to propose a method to allocate LGFF. The principles for determining how LGFF Allocation were to work included:

1. Transparent and simple
2. Balance predictability and stability with responsiveness to changing needs
3. Equitable funding for all
4. Neutral to local decisions

In conjunction with base level funding, the allocation formula will likely consider the following factors:

1. How much infrastructure do you have?
2. How old is it?
3. What is your capacity to self-fund the replacement of infrastructure?
4. Are you facing growth pressures?

So far, the working group understands and supports that base level funding should be the same for all municipalities. On average, approximately 70% of MSI for Villages and Summer Villages comes from base level funding. For Towns, base level funding only represents 16% of total MSI and Cities even less.