

**REGULAR MEETING AGENDA
SUMMER VILLAGE OF HALF MOON BAY
MARCH 18, 2025 @ 9:00 A.M.**

A. CALL TO ORDER

B. AGENDA - additions/deletions
- adoption

C. ADOPTION OF MINUTES - Regular Meeting Minutes, January 27, 2025
- Special Meeting Minutes, February 19, 2025

D. DELEGATION

- 1) Metrix Group

E. INFORMATION ITEMS

- 1) Accounts Payable Report
- 2) Public Works Update
- 3) Development Update
- 4) CAO Report

F. TABLED ITEMS

1) Council & Legislation

- a) Burning & Fire Pit Bylaw

G. COUNCIL & LEGISLATION

1) Council & Legislation

- a) Capital Budget

H. COUNCIL, COMMITTEES, AND CORRESPONDENCE

1) Council Reports

- a) Mayor Johnston
- b) Deputy Mayor Remington
- c) Councillor Pashak

2) Correspondence

- a) Minister McIver
- b) Urgent Care Committee

3) Upcoming Meetings

- a) Council Meeting – April 29, 2025

H. ADJOURNMENT

Summer Village of Half Moon Bay
Regular Meeting Minutes
January 27, 2025

C-1

Minutes of a Regular Council Meeting of the Summer Village of Half Moon Bay, Province of Alberta, held January 27, 2025, in the Summer Villages on Sylvan Lake Administration Office at Sylvan Lake, Alberta.

PRESENT Mayor: Jon Johnston via Zoom
Deputy Mayor: Andrea Remington via Zoom
Councillor: Mike Pashak via Zoom
CAO: Tanner Evans via Zoom
Recording Secretary: Teri Musseau

CALL TO ORDER The Meeting was called to order at 8:59 a.m. by Mayor Johnston.

AGENDA APPROVAL

HMC-25-003 MOVED by Councillor Pashak that the agenda be adopted as presented.
CARRIED

CONFIRMATION OF MINUTES

HMC-25-004 MOVED by Councillor Pashak that the minutes of the Regular Meeting of Council held on December 2, 2024, be approved as presented.
CARRIED

HMC-25-005 MOVED by Councillor Pashak that the minutes of the Special Meeting of Council held on January 20, 2025, be approved as presented.
CARRIED

INFORMATION ITEMS

- 1) Accounts Payable Report
- 2) Quarterly Financial Report
- 3) Public Works Report
- 4) Development Report
- 5) CAO Report
- 6) Audit Plan

HMC-25-006 MOVED by Mayor Johnston that the information items be accepted as presented.
CARRIED

REQUEST FOR DECISION

COUNCIL & LEGISLATION

Bylaw #181-25 Burning & Fire Pit Bylaw
HMC-25-007 MOVED by Mayor Johnston that Council table the Burning & Fire Pit Bylaw #181-25 for amendments.
CARRIED

HMC-25-008 2025 Spring Municipal Leaders' Caucus
MOVED by Councillor Pashak that Council accept the 2025 Spring
Municipal Leaders' Caucus item as information.
CARRIED

HMC-25-009 Emerging Trends in Municipal Law
MOVED by Mayor Johnston that Council accept the Emerging
Trends in Municipal Law Seminar item as information.
CARRIED

HMC-25-010 FRIAA Fire Smart
MOVED by Mayor Johnston that Council accept the FRIAA Fire
Smart item as information.
CARRIED

HMC-25-011 Sylvan Lake Intermunicipal Development Plan Priorities
MOVED by Deputy Mayor Remington that Council put forward the
following priorities to the Sylvan Lake Intermunicipal Development
Plan Committee as items to move forward:

- 1) Groundwater advocacy
- 2) Joint erosion and sediment control guidelines
- 3) Lake access management plan

CARRIED

COUNCIL REPORTS

Mayor Johnston

- Tree priorities

Deputy Mayor Remington

- No reports

Councillor Pashak – written reports

- No reports

COMMITTEE REPORTS

Julie Maplethorpe, Summer Village of Jarvis Bay

- Parkland Regional Library Board

CORRESPONDENCE

- Letter from Minister Schulz
- Association of Summer Villages of Alberta Newsletter
- Sylvan Lake Intermunicipal Development Plan Committee Minutes

HMC-25-012 MOVED by Mayor Johnston that the Council, Committee, and
Correspondence items be accepted as information.
CARRIED

Summer Village of Half Moon Bay
Regular Meeting Minutes
January 27, 2025

C-1

NEXT MEETING

HMC-25-013

MOVED by Mayor Johnston that the next meeting of Council be held March 18, 2025, at 9:00 a.m.

CARRIED

ADJOURNMENT

HMC-25-014

MOVED by Mayor Johnston that being the agenda matters have been concluded, the meeting adjourned at 10:40 a.m.

CARRIED

JON JOHNSTON, MAYOR

TANNER EVANS, CAO

Summer Village of Half Moon Bay
Special Meeting Minutes
February 19, 2025

C-2

Minutes of a Special Council Meeting of the Summer Village of Half Moon Bay, Province of Alberta, held February 19, 2025, in the Summer Villages on Sylvan Lake Administration Office at Sylvan Lake, Alberta.

PRESENT Deputy Mayor: Andrea Remington via Zoom
Councillor: Mike Pashak via Zoom
CAO: Tanner Evans via Zoom
Recording Secretary: Teri Musseau

REGRETS: Mayor: Jon Johnston

CALL TO ORDER The Meeting was called to order at 2:00 p.m. by Deputy Mayor Remington.

AGENDA APPROVAL

HMC-25-015 MOVED by Councillor Pashak that the agenda be adopted as presented.
CARRIED

REQUEST FOR DECISION

PUBLIC WORKS

HMC-25-016 FRIAA FireSmart Grant Funding
MOVED by Councillor Pashak that Council allow Administration to apply for FireSmart funding.
CARRIED

ADJOURNMENT

HMC-25-017 MOVED by Deputy Mayor Remington that being the agenda matters have been concluded, the meeting adjourned at 2:05 p.m.
CARRIED

ANDREA REMINGTON, DEPUTY MAYOR

TANNER EVANS, CAO

Summer Village of Half Moon Bay

Finance & Administration

Request for Decision

Agenda Item: *Delegation – Metrix Group*

Background:

The 2024 audit has now been completed. Phil Dirks from the Metrix Group will be zooming in to present the 2024 audited financial statements and answer any questions you may have.

Options for Consideration:

Council accept the 2024 audited financial statements as presented.

Administrative Recommendations:

Council accept the 2024 audited financial statements as presented.

Authorities:

MGA Section 281(1)

The auditor for the municipality must report to the council on the annual financial statements and financial information return of the municipality.



March 18, 2025

Summer Village of Half Moon Bay
2 Erickson Drive
Sylvan Lake, AB T4S 1P5

Attention: Council Members

Dear Council Members:

RE: 2024 AUDIT FINDINGS REPORT

The purpose of this report is to summarize certain matters arising from the audit that we believe would be of interest to Council. Additionally, during the course of our audit we identified matters that may be of interest to management.

The objective of our audit was to obtain reasonable assurance that the financial statements as a whole are free of material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Our audit was not designed for the sole purpose of identifying matters to communicate. Accordingly, our audit would not necessarily identify all such matters that may be of interest to Council and management and it is inappropriate to conclude that no such matters exist.

This communication should be read in conjunction with the financial statements and our report thereon, and it is intended solely for the use of Council and should not be distributed to external parties without our prior consent. Metrix Group LLP accepts no responsibility to a third party who uses this communication.

SIGNIFICANT FINDINGS FROM THE AUDIT

Our objective is to communicate appropriately to Council deficiencies in internal control that we have identified during the audit and that, in our professional judgment, are of sufficient importance to merit being reported to Council.

The audit findings contained in this letter did not have a material effect on the Summer Village's financial statements, and as such, our audit report is without reservation with respect to these matters.



Significant Qualitative Aspects of Accounting Practices

Management is responsible for determining the significant accounting policies. The choice of different accounting policy alternatives can have a significant effect on the financial position and results of the Summer Village. The application of those policies often involves significant estimates and judgments by management.

Accounting Estimates

The Summer Village has made the following significant accounting estimates in preparing its financial statements.

Amortization of Tangible Capital Assets - \$50,398 (2023 - \$52,095)

The number of years the Summer Village's tangible capital assets are being amortized are estimates.

We are of the opinion that the significant accounting policies, estimates and judgments made by management do not materially misstate the financial statements taken as a whole.

Adjusted and Unadjusted Misstatements

Adjusted Misstatements

During the course of the audit, we identified seven (7) adjustments that were communicated to management and subsequently adjusted in the financial statements. This type of assistance is common with our smaller local government clients.

Unadjusted Misstatements

There were no significant unadjusted misstatements aggregated by our Firm for the year ended December 31, 2024.

After considering both quantitative and qualitative factors with respect to the unadjusted misstatements above, we agree with management that the financial statements are not materially misstated.

Significant Difficulties Encountered During the Audit

We encountered no significant difficulties during our audit that should be brought to the attention of Council. We had the full co-operation of Summer Village management and staff throughout our work and we received full access to all necessary records and documentation.

Management Representations

Management's representations are integral to the audit evidence we will gather. Prior to the release of our report, we will require management's representations in writing to support the content of our report.

AUDITOR INDEPENDENCE

We believe it is important to communicate, at least annually, with Council regarding all relationships between the Summer Village and our Firm that, in our professional judgment, may reasonably be thought to bear on our independence.

In determining which relationships to report, these standards require us to consider relevant rules and related interpretations prescribed by CPA Alberta and applicable legislation, covering such matters as:

- (a) holding a financial interest, either directly or indirectly, in a client;
- (b) holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;
- (c) personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client;
- (d) economic dependence on a client; and
- (e) provision of services in addition to the audit engagement.

We are not aware of any relationships between the Summer Village and ourselves that, in our professional judgment, may reasonably be thought to bear on our independence that have occurred from January 1, 2024 – March 18, 2025.

We appreciated the assistance of Tina Leer, Tanner Evans, and the other staff during the audit. We appreciate the opportunity to provide audit services to the Summer Village.

Yours truly,

METRIX GROUP LLP



Philip J. Dirks, CPA, CA
Partner

cc: Tanner Evans, Chief Administrative Officer

SUMMER VILLAGE OF HALF MOON BAY
Financial Statements
For The Year Ended December 31, 2024

DRAFT

INDEPENDENT AUDITORS' REPORT

To the Mayor and Council of Summer Village of Half Moon Bay

Opinion

We have audited the financial statements of Summer Village of Half Moon Bay (the Summer Village), which comprise the statement of financial position as at December 31, 2024, and the statements of annual surplus and accumulated surplus, changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Summer Village as at December 31, 2024, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

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

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

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

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

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

Auditors' Responsibilities for the Audit of the Financial Statements

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

(continues)

Independent Auditors' Report to the Mayor and Council of Summer Village of Half Moon Bay *(continued)*

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

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

METRIX GROUP LLP

Chartered Professional Accountants

Edmonton, Alberta
March 18, 2025

MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

To His Worship the Mayor and Members of Council of the Summer Village of Half Moon Bay

The integrity, relevance and comparability of the data in the accompanying financial statements are the responsibility of management.

The financial statements are prepared by management in accordance with Canadian public sector accounting standards. They necessarily include some amounts that are based on the best estimates and judgements of management.

To assist in its responsibility, management maintains accounting, budget and other controls to provide reasonable assurance that transactions are appropriately authorized, that assets are properly accounted for and safeguarded, and that financial records are reliable for preparation of financial statements.

Metrix Group LLP, Chartered Professional Accountants, have been appointed by the Summer Village Council to express an opinion on the Summer Village's financial statements.

Mr. Tanner Evans
Chief Administrative Officer

SUMMER VILLAGE OF HALF MOON BAY**D-1****Statement of Financial Position****As At December 31, 2024**

	2024	2023
FINANCIAL ASSETS		
Cash and cash equivalents	\$ 978,380	\$ 1,109,830
Receivables (Note 2)	302,122	224,992
	<u>1,280,502</u>	<u>1,334,822</u>
LIABILITIES		
Accounts payable and accrued liabilities	14,476	28,639
Deposit liabilities	16,500	23,000
Deferred revenue (Note 3)	313,344	409,437
Due to other Sylvan Summer Villages (Note 4)	226,713	226,713
	<u>571,033</u>	<u>687,789</u>
NET FINANCIAL ASSETS	<u>709,469</u>	<u>647,033</u>
NON-FINANCIAL ASSETS		
Tangible capital assets (Note 5)	1,053,888	929,909
Prepaid expenses	-	104
	<u>1,053,888</u>	<u>930,013</u>
ACCUMULATED SURPLUS (Note 6)	<u>\$ 1,763,357</u>	<u>\$ 1,577,046</u>
Contingencies (Note 8)		

The accompanying notes are an integral part of these financial statements.

Statement of Annual Surplus and Accumulated Surplus
For the Year Ended December 31, 2024

	2024 (Budget) (Note 13)	2024 (Actual)	2023 (Actual)
REVENUE			
Net municipal taxes (Schedule 2)	\$ 147,604	\$ 147,608	\$ 147,765
Interest	20,517	47,957	36,970
Government transfers for operating (Schedule 3)	10,035	9,838	12,168
Licenses and permits	500	2,196	1,753
Penalties and costs on taxes	2,250	1,480	2,393
Other	538	1,274	577
Fines	-	750	-
Sales and user charges (Schedule 4)	318	475	475
	<u>181,762</u>	<u>211,578</u>	<u>202,101</u>
EXPENSES			
Administration	60,433	64,974	62,702
Parks and recreation	15,378	37,593	50,004
Roads, streets, walks and lighting	43,631	28,265	42,786
Fire	13,012	14,461	13,020
Waste water treatment and disposal	15,687	13,792	9,869
Planning and development	31,446	13,317	2,171
Legislative	13,755	12,731	8,138
Waste management	11,273	7,877	7,926
Policing and bylaws enforcement	6,339	6,313	7,277
Culture: libraries, museums and halls	388	321	324
Family and community support services	616	-	600
	<u>211,958</u>	<u>199,644</u>	<u>204,817</u>
ANNUAL SURPLUS (DEFICIT) BEFORE OTHER REVENUE	(30,196)	11,934	(2,716)
OTHER REVENUE			
Government transfers for capital (Schedule 3)	116,146	174,377	150,226
ANNUAL SURPLUS	85,950	186,311	147,510
ACCUMULATED SURPLUS, BEGINNING OF YEAR	<u>1,577,046</u>	<u>1,577,046</u>	<u>1,429,536</u>
ACCUMULATED SURPLUS, END OF YEAR (Note 6)	<u>\$ 1,662,996</u>	<u>\$ 1,763,357</u>	<u>\$ 1,577,046</u>

The accompanying notes are an integral part of these financial statements.

SUMMER VILLAGE OF HALF MOON BAY
Statement of Changes in Net Financial Assets
For the Year Ended December 31, 2024

D-1

	2024 (Budget) (Note 13)	2024 (Actual)	2023 (Actual)
ANNUAL SURPLUS	\$ 85,950	\$ 186,311	\$ 147,510
Acquisition of tangible capital assets	(116,146)	(174,377)	(152,654)
Amortization of tangible capital assets	-	50,398	52,095
	(30,196)	62,332	46,951
Use of prepaid expenses	-	104	(104)
INCREASE (DECREASE) IN NET FINANCIAL ASSETS	(30,196)	62,436	46,847
NET FINANCIAL ASSETS, BEGINNING OF YEAR	647,033	647,033	600,186
NET FINANCIAL ASSETS, END OF YEAR	\$ 616,837	\$ 709,469	\$ 647,033

The accompanying notes are an integral part of these financial statements.

Statement of Cash Flows

For The Year Ended December 31, 2024

	2024	2023
OPERATING ACTIVITIES		
Annual surplus	\$ 186,311	\$ 147,510
Non-cash items not included in annual surplus:		
Amortization	50,398	52,095
	<u>236,709</u>	<u>199,605</u>
Changes in non-cash working capital balances related to operations:		
Receivables	(77,130)	202,184
Accounts payable and accrued liabilities	(14,163)	19,950
Deferred revenue	(96,093)	(95,332)
Deposit liabilities	(6,500)	17,500
Prepaid expenses	104	(104)
	<u>(193,782)</u>	<u>144,198</u>
Cash flow from operating activities	<u>42,927</u>	<u>343,803</u>
CAPITAL ACTIVITIES		
Purchase of tangible capital assets	<u>(174,377)</u>	<u>(152,654)</u>
INCREASE (DECREASE) IN CASH	(131,450)	191,149
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	<u>1,109,830</u>	<u>918,681</u>
CASH AND CASH EQUIVALENTS - END OF YEAR	<u>\$ 978,380</u>	<u>\$ 1,109,830</u>

The accompanying notes are an integral part of these financial statements.

SUMMER VILLAGE OF HALF MOON BAY
Schedule of Equity in Tangible Capital Assets
For the Year Ended December 31, 2024

D-1
(Schedule 1)

	2024	2023
BALANCE, BEGINNING OF YEAR	\$ 703,196	\$ 602,637
Acquisition of tangible capital assets	174,377	152,654
Amortization of tangible capital assets	(50,398)	(52,095)
BALANCE, END OF YEAR	\$ 827,175	\$ 703,196
Equity in tangible capital assets is comprised of the following:		
Tangible capital assets (net book value) <i>(Note 5)</i>	\$ 1,053,888	\$ 929,909
Due to other Sylvan Summer Villages	(226,713)	(226,713)
	\$ 827,175	\$ 703,196

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SUMMER VILLAGE OF HALF MOON BAY
Schedule of Property Taxes
For the Year Ended December 31, 2024

D-1
(Schedule 2)

	2024 (Budget) (Note 13)	2024 (Actual)	2023 (Actual)
TAXATION			
Real property taxes	\$ 269,419	\$ 269,418	\$ 254,753
REQUISITIONS			
Alberta School Foundation Fund	121,815	121,810	106,988
NET MUNICIPAL PROPERTY TAXES	\$ 147,604	\$ 147,608	\$ 147,765

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SUMMER VILLAGE OF HALF MOON BAY
Schedule of Government Transfers
For the Year Ended December 31, 2024

D-1
(Schedule 3)

	2024 (Budget) (Note 13)	2024 (Actual)	2023 (Actual)
TRANSFERS FOR OPERATING			
Provincial government conditional transfers	\$ 10,035	\$ 9,838	\$ 12,168
TRANSFERS FOR CAPITAL			
Provincial government conditional transfers	116,146	174,377	150,226
TOTAL GOVERNMENT TRANSFERS	\$ 126,181	\$ 184,215	\$ 162,394

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SUMMER VILLAGE OF HALF MOON BAY
Schedule of Segmented Information
For the Year Ended December 31, 2024

D-1
(Schedule 4)

	General Administration	Recreation & Culture	Protective Services	Transportation Services	Environmental Services	All Other	Total
REVENUE							
Taxation	\$ -	\$ 5,914	\$ 20,532	\$ 20,589	\$ 21,668	\$ 78,905	\$ 147,608
Interest	47,957	-	-	-	-	-	47,957
Government transfers	9,838	-	-	-	-	-	9,838
All other	6,175	-	-	-	-	-	6,175
	63,970	5,914	20,532	20,589	21,668	78,905	211,578
EXPENSES							
Contracted and general services	20,235	5,914	17,987	20,589	21,668	15,838	102,231
Salaries, wages and benefits	31,305	-	2,545	-	-	10,211	44,061
Materials, goods, and supplies	2,954	-	-	-	-	-	2,954
	\$ 54,494	\$ 5,914	\$ 20,532	\$ 20,589	\$ 21,668	\$ 26,049	\$ 149,246
NET REVENUE, BEFORE AMORTIZATION	9,476	-	-	-	-	52,856	62,332
Amortization	(10,480)	(32,000)	(243)	(7,675)	-	-	(50,398)
NET REVENUE	\$ (1,004)	\$ (32,000)	\$ (243)	\$ (7,675)	\$ -	\$ 52,856	\$ 11,934

The accompanying notes are an integral part of these financial statements.

SUMMER VILLAGE OF HALF MOON BAY
Schedule of Segmented Information
For the Year Ended December 31, 2023

D-1
(Schedule 4)

	General Administration	Recreation & Culture	Protective Services	Transportation Services	Environmental Services	All Other	Total
REVENUE							
Taxation	\$ 2,968	\$ 18,328	\$ 16,901	\$ 27,485	\$ 17,795	\$ 64,288	\$ 147,765
Interest	36,970	-	-	-	-	-	36,970
Government transfers	9,838	-	-	2,330	-	-	12,168
All other	5,198	-	-	-	-	-	5,198
	54,974	18,328	16,901	29,815	17,795	64,288	202,101
EXPENSES							
Contracted and general services	\$ 18,677	\$ 18,328	\$ 16,901	\$ 33,815	\$ 17,795	\$ 5,059	\$ 110,575
Salaries, wages and benefits	30,287	-	3,153	-	-	5,850	39,290
Materials, goods, and supplies	2,857	-	-	-	-	-	2,857
	51,821	18,328	20,054	33,815	17,795	10,909	152,722
NET REVENUE, BEFORE AMORTIZATION	3,153	-	(3,153)	(4,000)	-	53,379	49,379
Amortization	(10,881)	(32,000)	(243)	(8,971)	-	-	(52,095)
NET REVENUE	\$ (7,728)	\$ (32,000)	\$ (3,396)	\$ (12,971)	\$ -	\$ 53,379	\$ (2,716)

The accompanying notes are an integral part of these financial statements.

1. ACCOUNTING POLICIES

The financial statements of the Summer Village of Half Moon Bay (the "Summer Village") are the representations of management, prepared in accordance with Canadian public sector accounting standards. Significant aspects of the accounting policies adopted by the Summer Village are as follows:

(a) Reporting Entity

The financial statements reflect the assets, liabilities, revenues and expenses of the reporting entity (Summer Village). The entity is comprised of the municipal operations and all the organizations that are owned or controlled by the Summer Village and are, therefore, accountable to Summer Village for the administration of their financial affairs and resources.

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

The statements exclude trust assets that are administered for the benefit of external parties.

(b) Basis of Accounting

The financial statements are prepared using the accrual basis of accounting. Revenues are accounted for in the period in which the transactions or events occurred that gave rise to the revenues.

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

Government transfers are recognized in the financial statements as revenues in the period that the events giving rise to the transfer occurred, providing the transfers are authorized, the Summer Village has met any eligibility criteria, and reasonable estimates of the amounts can be made.

Expenditures are recognized in the period the goods and services are acquired and a liability is incurred or transfers are due.

(c) Use of Estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

The Village has used estimates to determine the useful lives of tangible capital assets.

(continues)

Notes to Financial Statements

Year Ended December 31, 2024

1. ACCOUNTING POLICIES (continued)*(d) Valuation of Financial Assets and Liabilities*

The Summer Village's financial assets and liabilities are measured as follows:

<u>Financial statement component</u>	<u>Measurement</u>
Cash	Cost and amortized cost
Receivables value	Lower of cost or net recoverable
Accounts payable and accrued liabilities	Cost
Deposit liabilities	Cost

(e) Cash and cash equivalents

Cash and cash equivalents include items that are readily convertible to known amounts of cash, are subject to an insignificant risk of change in value, and have a maturity of 90 days or less at acquisition. Cash consists of an operating account at a financial institution.

(f) Asset Retirement Obligations

Asset retirement obligations are legal obligations associated with the retirement of tangible capital assets. Asset retirement activities include all activities relating to an asset retirement obligation including, but not limited to, decommissioning or dismantling, remediation of contamination, post-retirement activities such as monitoring, and constructing other tangible capital assets to perform post-retirement activities.

A liability for asset retirement obligation is recognized when there is a legal obligation to incur retirement costs, the past transaction or event giving rise to the liability as occurred, it is expected that future economic benefits will be given up, and a reasonable estimate of the amount can be made.

When a liability for asset retirement obligation is recognized, asset retirement costs related to recognized tangible capital assets in productive use are capitalized by increasing the carrying value of the related asset and are amortized over the estimated useful life of the underlying tangible capital asset. Asset retirement costs related to unrecognized tangible capital assets and those not in productive use are expensed.

(g) Over-levy and Under-levy

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

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

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

(continues)

1. ACCOUNTING POLICIES (continued)*(h) Tax Revenue*

Property tax revenue is based on market value assessments determined in accordance with the Municipal Government Act. Tax mill rates are established annually. Taxation revenues are recorded at the time tax billings are issued. Assessments are subject to appeal.

Construction and borrowing costs associated with local improvement projects are recovered through annual special assessments during the period of the related borrowing. These levies are collectable from property owners for work performed by the Town and are recognized as revenue in the year the tax is levied.

(i) Contaminated Sites

Contaminated sites are defined as the result of contamination being introduced in air, soil, water or sediment of a chemical, organic, or radioactive material or live organism that exceeds an environmental standard. A liability for remediation on contaminated sites is recognized, net of any recoveries, when an environmental standard exists, contamination exceeds the environmental standard, the Town is directly responsible for or accepts responsibility for the liability, future economic benefits will be given up, and a reasonable estimate of the liability can be made.

(j) Non-Financial Assets

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

(k) Tangible Capital Assets

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

Engineered structures:	
Roadway systems	10 - 25 years
Land improvements	15 years
Buildings	25 years
Machinery & equipment	5 - 10 years

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

Works of art for display are not recorded as tangible capital assets but are disclosed.

Notes to Financial Statements

Year Ended December 31, 2024

2. RECEIVABLES

	<u>2024</u>	<u>2023</u>
Government transfers	\$ 290,596	\$ 216,439
Goods and Services Tax	10,485	8,724
Taxes and grants in place of taxes	941	(197)
Trade and other	100	26
	<u>\$ 302,122</u>	<u>\$ 224,992</u>

3. DEFERRED REVENUE

Deferred revenue consists of government grant funding received which relate to expenditures that will be incurred in future periods.

	<u>2023</u>	<u>Allocations</u>	<u>Expended</u>	<u>2024</u>
Municipal Sustainability Initiative	\$ 317,892	\$ 2,593	\$ (174,377)	\$ 146,108
Canada Community-Building Fund	91,545	10,321	-	101,866
Local Government Fiscal Framework	-	65,370	-	65,370
	<u>\$ 409,437</u>	<u>\$ 78,284</u>	<u>\$ (174,377)</u>	<u>\$ 313,344</u>

4. DUE TO (FROM) OTHER SYLVAN SUMMER VILLAGES

During 2021, the Summer Villages of Jarvis Bay, Norglenwold, Halfmoon Bay, Sunbreaker Cove, and Birchcliff entered into a Co-ownership Agreement ("the Agreement") for the purchase of a new Administration Building. Under the terms of this Agreement each of the five Summer Villages has a 20% interest in the new Administration Building.

In the event that any of the Summer Villages elect to sell either of the buildings, each of the Summer Village will proportionately receive a return of their initial contribution and all remaining proceeds will be divided equally.

	<u>2024</u>	<u>2023</u>
Due to other Sylvan Summer Villages		
Summer Village of Jarvis Bay	\$ 157,522	\$ 157,522
Summer Village of Norglenwold	69,191	69,191
	<u>\$ 226,713</u>	<u>\$ 226,713</u>

Notes to Financial Statements
Year Ended December 31, 2024

5. TANGIBLE CAPITAL ASSETS

	2024 Net Book Value	2023 Net Book Value
Engineered structures		
Roadways	\$ 182,754	\$ 190,120
Land improvements	486,332	334,916
Buildings	249,491	261,949
Land	107,001	107,001
Machinery and equipment	24,204	31,265
Vehicles	4,106	4,658
	\$ 1,053,888	\$ 929,909

	Cost Beginning of Year	Additions	Disposals	Write-downs	Cost End of Year
Engineered structures					
Roadways	\$ 331,943	\$ -	\$ -	\$ -	\$ 331,943
Buildings	311,438	-	-	-	311,438
Machinery and equipment	122,583	-	-	-	122,583
Land	107,001	-	-	-	107,001
Land improvements	497,111	174,377	-	-	671,488
Vehicles	5,519	-	-	-	5,519
	\$ 1,375,595	\$ 174,377	\$ -	\$ -	\$ 1,549,972

	Accumulated Amortization Beginning of Year	Current Amortization	Disposals	Write-downs	Accumulated Amortization End of Year
Engineered structures					
Roadways	\$ 141,823	\$ 7,366	-	\$ -	\$ 149,189
Buildings	49,489	12,458	-	-	61,947
Machinery and equipment	91,318	7,061	-	-	98,379
Land improvements	162,195	22,961	-	-	185,156
Vehicles	861	552	-	-	1,413
	\$ 445,686	\$ 50,398	\$ -	\$ -	\$ 496,084

Notes to Financial Statements

Year Ended December 31, 2024

6. ACCUMULATED SURPLUS

	<u>2024</u>	<u>2023</u>
Unrestricted surplus	\$ 57,702	\$ 30,891
Restricted surplus		
Capital reserves (Note 7)	593,634	576,134
Operating reserves (Note 7)	284,846	266,825
Equity in tangible capital assets (Schedule 1)	827,175	703,196
	<u>\$ 1,763,357</u>	<u>\$ 1,577,046</u>

7. RESTRICTED SURPLUS

	<u>2024</u>	<u>2023</u>
Operating Reserves		
General	\$ 259,846	\$ 241,825
Tax rate stabilization	25,000	25,000
	<u>\$ 284,846</u>	<u>\$ 266,825</u>
Capital Reserves		
Water and sewer	\$ 516,346	\$ 502,846
Roads, streets, walks, lighting	71,590	68,590
Fleet replacement	4,710	3,710
Environmental	988	988
	<u>\$ 593,634</u>	<u>\$ 576,134</u>

8. CONTINGENCIES

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

9. CONTRACTUAL OBLIGATIONS

- a) The Summer Village has entered into an agreement for assessment services for five years from April 2020 to March 2025. The cost of assessment services will be \$2,800 for each of the five years respectively.
- b) The Summer Village has entered into an agreement for fire protection services for four years from 2024 to 2027. The cost of protection services will be \$5,550 for each of the four years respectively.

Notes to Financial Statements

Year Ended December 31, 2024

10. DEBT LIMITS

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

	<u>2024</u>	<u>2023</u>
Total debt limit	\$ 317,367	\$ 303,152
Total debt	-	-
Total debt limit remaining	\$ 317,367	\$ 303,152
Service on debt limit	\$ 52,895	\$ 50,525
Service on debt	-	-
Total service on debt limit remaining	\$ 52,895	\$ 50,525

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

11. FINANCIAL INSTRUMENTS

The Summer Village's financial instruments consist of cash and cash equivalents, receivables, and accounts payable and accrued liabilities. It is management's opinion that the Summer Village is not exposed to significant interest or currency risk arising from these financial instruments. Unless otherwise noted, the fair values of these financial instruments approximate their carrying values.

Credit risk

The Summer Village is exposed to credit risk with respect to receivables. Credit risk arises from the possibility that customers may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of customers minimizes the Summer Village's credit risk.

Liquidity Risk

Liquidity risk is the risk that the Village will encounter difficulty in meeting obligations associated with its financial liabilities. The Village maintains cash balances to ensure that funds are available to meet current and forecasted financial requirements. Management continues to monitor the Village's liquidity position on a regular basis.

12. SEGMENTED INFORMATION

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

Notes to Financial Statements

Year Ended December 31, 2024

13. BUDGET FIGURES

The 2024 budget data presented in these financial statements is based on the operating and capital budgets approved by Council on December 12, 2023. The chart below reconciles the approved financial plan to the figures reported in these financial statements.

Budget figures are presented for information purposes only and are unaudited.

	2024 Budget	2024 Actual
Annual surplus	\$ 85,950	\$ 186,311
Amortization expense	-	50,398
Purchase of tangible capital assets	(116,146)	(174,377)
Transfer (to) from reserves	30,196	(4,630)
	<u>\$ -</u>	<u>\$ 57,702</u>

14. SALARIES AND BENEFITS DISCLOSURE

Disclosure of salaries and benefits for Summer Village officials, the Summer Village Chief Administrator Officer and designated officers are required by Alberta Regulation 313/2000 is as follows:

	Salary (1)	Benefits (2)	2024	2023
Mayor Johnston	\$ 3,720	\$ 187	\$ 3,907	\$ 2,000
Councillors				
Pashak	3,200	138	3,338	1,508
Remington	2,200	96	2,296	1,219
	<u>\$ 9,120</u>	<u>\$ 421</u>	<u>\$ 9,541</u>	<u>\$ 4,727</u>
Chief Administrative Officer:				
Evans	\$ 6,259	\$ 585	\$ 6,844	\$ 6,537
Designated Officer (Assessor)	<u>\$ 3,200</u>	<u>\$ -</u>	<u>\$ 3,200</u>	<u>\$ 3,200</u>

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

(2) Employer's share of all employee benefits and contributions or payments made on behalf of employees including Canada pension plan, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, long and short term disability plans, professional memberships and tuition.

(3) Benefits and allowances figures also include the employer's share of the costs of additional taxable benefits including special leave with pay, financial planning services, retirement planning services, concessionary loans, travel allowances, car allowances and club memberships.

15. APPROVAL OF FINANCIAL STATEMENTS

These financial statements were approved by Council and management.

Summer Village of Half Moon Bay

Finance

March 18th, 2025

Information Item

Agenda Item: *Accounts Payable Update*

Background:

Total payables processed and presented to Council \$ 27,749.28

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

- 1. Koti Homes \$ 5,000.00
 - a. Completions Deposit Refund
- 2. AMSC Insurance Services \$ 4,338.00
 - a. Municipal Insurance
- 3. Sylvan Lake Regional Wastewater \$ 3,223.17
 - a. Governance & Admin Costs - Accrual
- 4. SV of Norglenwold \$ 3,036.11
 - a. January Shared Costs

Council Expense Claims Report:

January Expense

- Jon Johnston \$0
- Andrea Remington \$0
- Mike Pashak \$0

February Expense

- Jon Johnston \$0
- Andrea Remington \$0
- Mike Pashak \$0

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

Date Printed
2025-03-06 1:31 PM

Batch: 2025-00015 to 2025-00045

Bank Code - NewAcct - New Main Bank Code

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
239 250241	2025-01-23	Parkland Regional Library 274-000-850 - Parkland Region	1st Quarter Requisition	159.41	167.38
		312-000-260 - GST Paid Refunc	GST Tax Code	7.97	
240 9647	2025-01-23	Wild Rose Assessment Service 212-400-232 - Assessment Fee	Assessment Fees -Jan 1 - M	700.00	735.00
		312-000-260 - GST Paid Refunc	GST Tax Code	35.00	
241 99574-3	2025-01-29	Raven Printing 412-000-270 - Trade Accounts F	Letterhead Starionary	259.00	259.00
242 1152688	2025-01-31	Wallace Vac 412-000-270 - Trade Accounts F	Fuel Spill/ Hole Drilled in Ga	102.89	102.89
243 KOTI2025	2025-01-31	Koti Homes Ltd. 461-000-520 - Completions Dep	Completions Deposit Refun	5,000.00	5,000.00
244 47152	2025-02-19	AMSC Insurance Services Ltd. 212-400-275 - Municipal Insurar	Municipal Insurance	4,338.00	4,338.00
245 SI-225	2025-02-19	Assoc of Summer Villages 211-302-220 - Memb. ASVA	2025 Membership	995.00	995.00
246 RG202501-173	2025-02-19	Association of Alberta Municipalities 211-301-220 - Mem. ABmunis	2025 Membership	994.54	1,044.27
		312-000-260 - GST Paid Refunc	GST Tax Code	49.73	
247 1956	2025-02-19	Triangle Construction 232-000-260 - Tree Removal	Clean Up Of Trees by Pickle	550.00	577.50
		312-000-260 - GST Paid Refunc	GST Tax Code	27.50	
248 INV43428R9N9;	2025-02-26	Federation of Canadian 211-303-220 - Memb. Fed. Can.	2025-2026 Membership Rei	109.95	109.95
249 IVC066147	2025-03-06	Town of Blackfalds 223-000-201 - Emergency Man	2025 LREMP Member Cont	2,750.00	2,750.00
				Total Computer Cheque:	16,078.99

EFT

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
87 2136	2025-01-20	Sylvan Regional Water/Wastewater 412-000-270 - Trade Accounts F	Governance & Admin Costs	3,223.17	3,223.17
88 2024-00179-1	2025-01-22	SV NGW Accrual 212-100-110 - Salaries	SALARIES	0.01	
		212-100-130 - Training	TRAINING	12.23	
		212-100-140 - Benefits	BENEFITS	-0.45	
		212-100-210 - Travel & Subsis	Travel & Subsistence	-4.24	
		212-100-211 - WCB	WCB	1.66	
		212-100-266 - PW Fleet	PW Fleet	-1.73	
		212-200-215 - Postage/Freight/C	Postage/FreightCourier	0.00	
		212-200-500 - Printing Costs	Printing Costs	0.00	
		212-200-510 - Office Supplies	Office Supplies	20.20	
		212-300-217 - Phone/Fax/Intern	Phone/Fax/Internet	5.87	

Summer Village of Half Moon Bay
List of Accounts for Approval

Date Printed
2025-03-06 1:31 PM

Batch: 2025-00015 to 2025-00045

Payment #	Date	Vendor Name	EFT	Detail Amount	Payment Amount
Invoice #		GL Account	GL Transaction Description		
		212-300-540 - Utilities	Utilities	73.35	
		212-300-250 - Facility Improver	Facility Improvements	0.00	
		212-300-255 - Facility Maintena	Facility Maintenance	17.07	
		212-300-263 - Condominium Co	Condominium Costs	0.00	
		212-300-240 - Computer Softwa	Computer Software/Mtn	0.00	
		212-300-242 - IT Equipment	IT Equipment	0.01	
		212-300-265 - Equipment Maint	Equipment Maintenance	0.00	
		212-300-270 - Equipment Renta	Equipment Rental	0.00	
		212-300-510 - Other Contingenc	Administrative Contingenc	0.00	
		212-300-530 - Building Insuranc	Building Insurance	0.00	123.98
89	2025-02-10	SV NGW			
2025-00014		212-100-110 - Salaries	SALARIES	2,436.16	
		212-100-130 - Training	TRAINING	66.24	
		212-100-140 - Benefits	BENEFITS	197.72	
		212-100-210 - Travel & Subsis	Travel & Subsistence	0.00	
		212-100-211 - WCB	WCB	50.32	
		212-100-266 - PW Fleet	PW Fleet	0.00	
		212-200-215 - Postage/Freight/C	Postage/FreightCourier	92.58	
		212-200-500 - Printing Costs	Printing Costs	-20.16	
		212-200-510 - Office Supplies	Office Supplies	25.25	
		212-300-217 - Phone/Fax/Intern	Phone/Fax/Internet	27.11	
		212-300-540 - Utilities	Utilities	47.81	
		212-300-250 - Facility Improver	Facility Improvements	0.00	
		212-300-255 - Facility Maintena	Facility Maintenance	5.76	
		212-300-263 - Condominium Co	Condominium Costs	0.00	
		212-300-240 - Computer Softwa	Computer Software/Mtn	92.19	
		212-300-242 - IT Equipment	IT Equipment	-0.02	
		212-300-265 - Equipment Maint	Equipment Maintenance	0.00	
		212-300-270 - Equipment Renta	Equipment Rental	0.00	
		212-300-510 - Other Contingenc	Administrative Contingenc	9.39	
		212-300-530 - Building Insuranc	Building Insurance	0.00	
		212-100-270 - CPO Operational	Building Insurance	5.76	3,036.11
90	2025-02-13	SV NGW			
2025-00018		212-400-232 - Assessment Fees	City Of Red Deer - RARB M	400.00	400.00
91	2025-02-26	Al's Bobcat & Trucking			
20697		232-000-255 - Plowing Program	Jan 2nd, 11th & 14th Sandii	1,295.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	64.75	1,359.75
20707		232-000-255 - Plowing Program	Jan 17th - 31st Sanding Tru	965.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	48.25	1,013.25
			Payment Total:		2,373.00
92	2025-02-26	Empringham Disposal Corp			
79368		243-000-200 - Contracted Servic	67 Weekly Collection	180.90	
		312-000-260 - GST Paid Refunc	GST Tax Code	9.05	189.95
93	2025-03-06	Al's Bobcat & Trucking			
20780		232-000-255 - Plowing Program	Feb 3rd, 5th, 7th & 14th Sar	1,875.00	
		312-000-260 - GST Paid Refunc	GST Tax Code	93.75	1,968.75
94	2025-03-06	Empringham Disposal Corp			
80188		243-000-200 - Contracted Servic	67 Weekly Collection	180.90	
		312-000-260 - GST Paid Refunc	GST Tax Code	9.05	189.95

Summer Village of Half Moon Bay
List of Accounts for Approval

Date Printed
2025-03-06 1:31 PM

Batch: 2025-00015 to 2025-00045

EFT					
Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #		GL Account			
				Total EFT:	11,504.91

OTHER					
Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #		GL Account			
3	2025-02-18	Epcor			
JAN22-6937		272-000-544 - Recreation Shelte	Utilities	78.75	
		312-000-260 - GST Paid Refunc	GST Tax Code	3.94	82.69
4	2025-02-18	Epcor			
JAN222025-533		272-000-544 - Recreation Shelte	Utilities	78.75	
		312-000-260 - GST Paid Refunc	GST Tax Code	3.94	82.69
				Total Other:	165.38

Total NewAcct:	<u>27,749.28</u>
Grand Total:	<u><u>27,749.28</u></u>

Certified Correct This March 6, 2025

Mayor

Administrator

Summer Village of Half Moon Bay

Public Works

Information Item

Agenda Item: *Half Moon Bay Public Works Update*

Background:

The following will provide Council with an update on Public Works activities and initiatives:

Streets and Roads

Public Works was directed to remove large concrete 'Lego' blocks at each of the five speed bumps on Half Moon Bay Drive and install large landscape rock as replacement. This task has been completed, and Lego Blocks have been repositioned to better prevent traffic entering the pickleball court parking area. The remaining blocks have been stored within the SW corner of the parking lot.

Golf Cart Bylaw

Public Works completed the Q1 Golf Cart Reporting requirement due January 31, 2025. During this reporting period there was not any information to submit at this time.

Public Works ordered two sets of signs for the golf cart program; each set contains a "share the road" accompanied by a golf cart warning symbol sign. Public Works will install signs in the springtime, refer to **Appendix A** for proposed locations and signage design proofs.

Public Works has been in contact with two potential suppliers for golf cart stickers. Public Works is awaiting proposed designs from both suppliers along with pricing. Administration is exploring two design options for Half Moon Bay. First, a high-visibility permanent sticker with the ability to add annual tags similar to the past provincial licence plate renewal program to reflect each year the cart is registered. A second option is a sticker style that gets replaced each year.

General Administration

Public Works was unable to gain letters of support from 2 of the required authorities during the FRIAA grant application. Public Works is still in the works of establishing contact with the educational representative for FireSmart to request educational material that can be shared with the community. Although the 2025 winter grant cycle was not successful there were key learnings to be had.

First, FRIAA representatives made it clear to shift focus to non-vegetative management activities including focus on the policy, development, and proactive education side of things. For example, reviewing policy and guidelines for development to prevent use of flammable building materials including wooden shingles from the build.

Second, education and community 'buy-in' is critical. Representatives discussed the "hazard zone" identified in the attached Home Ignition Zone poster. Suggestions include taking a disciplined approach to wildfire prevention by clearing any fallen, leaning, or standing dead wood material, pruning, and thinning any potential fuel within 10-30 meters of a residence.

Third, the grants were quite complex and required lots of intermunicipal coordination. Both grants require letters of support from three key industry reps:

1. The fire department serving the community.
2. The Wildfire Management Branch associated with municipality
3. FRIAA Representative in the relevant discipline.

Administration was able to secure a letter of support from our local wildfire management branch representative located in Rocky Mountain House but was unsuccessful with the others. The Town of Sylvan Lake Fire Department expressed interest through discussion with the Chief and Director of Emergency Management/Parks/Protective services Ron Lebsack. Unfortunately, the turnaround time was too short, but administration has established connections and created a foundation for a more proactive application in future years. The FRIAA Educational Representative was gone on holidays for the two weeks prior to application deadline, and did not hear back from them since they've returned for holidays. Administration is continuing to reach out to FRIAA Education Contacts.

Additional hurdles to prepare for regarding vegetation management include the requirement of a functioning GIS system and a prescription/treatment plan for all the dead vegetation from a certified forestry professional. Although the Summer Villages have initial shapefiles for our GIS software, this project needs to be taken further. In the current state the program is not user friendly and requires some education and training for staff to use.

Public Works attended the Invasive Species Conference and is working on gathering some educational signage to place at the lake access.

Administrative Recommendations:

That Council accepts this report as information.

Authorities:

MGA 207(c) "advises and informs the council on the operation and affairs of the municipality.

Appendix A



**SHARE
THE ROAD**

HOME IGNITION ZONE

EXTENDED ZONE
10m to 30m

INTERMEDIATE ZONE
1.5m to 10m

IMMEDIATE ZONE
0m to 1.5m



FireSmart, Intelli-feu and other associated Marks are trademarks of the Canadian Interagency Forest Fire Centre (CIFFC).

THERE ARE MANY FACTORS THAT MAY IMPACT YOUR PROPERTY'S RISK TO WILDFIRE

Check out the *FireSmart Begins at Home Guide* for an in-depth look at how you can build wildfire resiliency.

IMMEDIATE ZONE

0m to 1.5m

The Immediate Zone is a non-combustible area that starts at the house and extends to a 1.5 metre perimeter around the home and attached structures, including decks. Reduce the chance of wind-blown embers igniting your home by starting with these proactive steps:

- Choose non-combustible building materials when constructing or renovating your home.
- Clear vegetation and combustible material down to mineral soil and cover with non-combustible materials like gravel, brick, or concrete.
- Avoid planting woody shrubs or trees. If any are present, prune and maintain them regularly.

INTERMEDIATE ZONE

1.5m to 10m

Elements in the Intermediate Zone are managed so they don't transmit fire to your home. Here are a few actions you can take to reduce your home's vulnerability:

- Plant fire-resistant vegetation and select non-combustible landscaping materials.
- Avoid incorporating any woody debris, including mulch.
- Keep combustible items like firewood piles, construction materials, patio furniture, tools, and decorative pieces out of this zone.
- Move trailers, recreational vehicles, storage sheds, and other combustible structures into the Extended Zone. If that is not possible, store firewood inside your mitigated garage, shed, or other ember-resistant structures.
- Create a non-combustible ground cover, like a gravel pad, underneath and 1.5 metres around trailers, recreational vehicles, and sheds.

EXTENDED ZONE

10m to 30m

The goal in the Extended Zone is not to eliminate fire, but to reduce its intensity. If your property extends into this zone, a few important steps you can take include:

- Selectively remove evergreen trees to create at least 3 metres of horizontal space between the single or grouped tree crowns.
- Remove all branches to a height of 2 metres from the ground.
- Regularly clean up accumulations of fallen branches, dry grass, and needles to eliminate potential surface fuels.
- Continue to apply these principles if your property extends beyond 30m. Work with your neighbours in overlapping zones and seek guidance of a forest professional if affected by other conditions, like steep slopes.

Get started on your FireSmart journey!

FIRESMARTALBERTA.CA



Summer Village of Half Moon Bay

March 18, 2025

Planning and Development

Information Item

Agenda Item: *Development Update*

Background:

Development Permit Update:

Currently there are 87 development permits issued in the Summer Villages (12 in Birchcliff, 6 in Half Moon Bay, 26 in Jarvis Bay, 24 in Norglenwold, and 19 in Sunbreaker Cove).

The following is the list in Half Moon Bay:

- | | |
|------------------------|---|
| 1. 22 Hummingbird Lane | Dwelling |
| 2. 10 Hummingbird Lane | Garage with Guest House |
| 3. 29 Lakeview Road | Shed |
| 4. 44 Lakeview Road | Dwelling Addition |
| 5. 8 Hummingbird Lane | Dwelling Addition |
| 6. 59 Warbler Close | Deck, Landscaping, & Mechanized Excavation <small>(NEW)</small> |

Completed Development Permits:

- | | |
|------------------------|----------|
| 1. 10 Hummingbird Lane | Dwelling |
|------------------------|----------|

Administrative Recommendations:

Council to accept as information.

Authorities:

Land Use Bylaw #123/13.

Summer Village of Half Moon Bay

March 18, 2025

Information

Agenda Item: *CAO Report*

Background:

- Community Peace Officer Bradley Thibeault will began full-time work with us on February 26.
- CAO has been working with Bradley to review and potentially update outdated bylaws and fees schedules, dispatch and monitoring agreements, and equipment needs.
- CAO attended the Emerging Trends in Municipal Law conference on February 13. Topics included employment law, creating a proper strategic plan, Bill 20, the Local Authorities Election Act, and an afternoon of Q & A from the audience.
- CAO attended the AB Munis conference on March 6-7. We heard from the Premier, a panel of MLAs, and heard lots of discussion regarding the uncertainty with tariffs coming from the US. Municipal breakout sessions had similar sized municipalities share their concerns with topics such as policing and elections.
- CAO received an email from minister McIver's office denying the request for mail in ballots for the Birchcliff byelection, and furthermore, the request to allow mail in ballots for all summer villages without the need to have a Permanent Electors Register.
- CAO met with Longhurst Consulting Services on March 11th to discuss out ongoing IT needs.
- Joint Servies Committee will meet on March 17th.

Options for Consideration:

Council to discuss and accept as information.

Administrative Recommendations:

Council accept as information.

Authorities:

MGA 207 (c) “advises and informs the council on the operation and affairs of the municipality”.

Summer Village of Half Moon Bay

March 18, 2025

Council & Legislation

Request for Decision

Agenda Item: *Burning & Fire Pit Bylaw #181-25*

Background:

At the January 2025 Council meeting, Council reviewed the Burning & Fire Pit Bylaw #181-25 and suggested amendments. Administration has made the requested amendments and is bringing the bylaw forward for Council's review and adoption.

Options for Consideration:

- 1) Council discuss and give 1st, 2nd, and 3rd reading to the Burning and Fire Pit Bylaw #181-25 direction to Administration.
- 2) Council accept as information.

Administrative Recommendations:

- 1) That Council give 1st reading to the Burning and Fire Pit Bylaw #181-25.
- 2) That Council give 2nd reading to the Burning and Fire Pit Bylaw #181-25.
- 3) That Council by unanimous consent give 3rd reading to the Burning and Fire Pit Bylaw #181-25 at this meeting.
- 4) That Council give 3rd and final reading to the Burning and Fire Pit Bylaw #181-25.

Authorities:

Municipal Government Act, Section 7

A Council may pass bylaws for municipal purposes respecting the following matters:

- (a) the safety, health and welfare of people and the protection of people and property.

**SUMMER VILLAGE OF HALF MOON BAY
BURNING AND FIRE PIT BYLAW
BY-LAW #181-25**

A bylaw of the Summer Village of Half Moon Bay, in the Province of Alberta, for the purpose of regulating burning.

WHEREAS the Municipal Government Act, R.S.A. 2000, c. M-26 as amended of the Province of Alberta provides that a Municipal Council may by Bylaw provide for safety, health and welfare of people, and the protection of people and property;

WHEREAS Council of the Summer Village of Half Moon Bay deems it expedient and in the public's interest to pass a bylaw to regulate and enforce burning within the Summer Village of Half Moon Bay;

NOW THEREFORE the Municipal Council of the Summer Village of Half Moon Bay duly assembled enacts as follows:

1. SHORT TITLE

- 1.1 This Bylaw shall be cited as the "***Burning and Fire Pit Bylaw***."

2. DEFINITIONS

- 2.1 In this Bylaw, including this section, unless the context otherwise requires:
- a) "***Act***" means the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, as amended, and any amendment or substitutes thereof.
 - b) "***Building Waste***" means any clean scrap wood produced in the process of constructing, altering, or repairing a building.
 - c) "***Council***" means the Municipal Council of the Summer Village of Half Moon Bay.
 - d) "***Director of Disaster Services***" means the person appointed by the Summer Village to that position and includes any person appointed by the Director of Disaster Services to act as such Director's delegate for the purposes of this Bylaw.
 - e) "***Extinguish***" means to apply something to make a fire stop burning by applying water, sand, or dirt until the hissing sound of the embers dies out entirely.
 - f) "***Fire Ban***" means a prohibition on all burning, including the discharge of all fireworks within the summer village.
 - g) "***Fire Department***" means any responding Fire Department.
 - h) "***Fire Pit***" includes, but not limited to, a permanently and non-permanently affixed outdoor fire receptacle.

- i) **“Garden Waste”** means shrubbery and tree pruning, weeds, grass trimmings, roots, tree stumps, turf, and similar vegetation.
- j) **“Hazard”** means a risk of fire or damage to property and/or person(s) which may be caused by the burning or any waste and includes any nuisance.
- k) **“Municipal Ticket”** means a form prescribed by the Chief Administrative Officer of the Summer Village or his/her delegate allowing for voluntary payment to the Summer Village of a fine amount established by this Bylaw.
- l) **“Nuisance”** means causing smoke which unreasonably affects the comfort or convenience of an individual and includes interference with use and enjoyment of property.
- m) **“Open Air Fire”** means any fire that is not contained within a fire pit or stationary barbecue.
- n) **“Outdoor Fireplace”** means an enclosed and permanently affixed outdoor fire receptacle which incorporates a permanently affixed chimney or flue and is constructed of brick, rock, other masonry material or metal and has not been constructed as part of a building.
- o) **“Peace Officer”** means:
 - i) a member of the Royal Canadian Mounted Police;
 - ii) a Bylaw Officer as appointed by the Summer Village to enforce bylaws of the Summer Village; or
 - iii) a Special Constable as appointed by the Solicitor General of Alberta to enforce the bylaws of the Summer Village of Half Moon Bay.
- ~~p) **“Portable Fire Receptacle”** means an outdoor fire receptacle which is not permanently affixed.~~
- pe) **“Summer Village”** means the Summer Village of Half Moon Bay.
- qf) **“Waste”** includes:
 - i) any rubbish, refuse, garbage, paper, packaging, pallets, containers, bottles, cans, rags, clothing, petroleum products, manure, human or animal excrement, sewage or the whole or part of any animal carcass, and wood products that contain glue, paint, or stain;
 - ii) the whole or part of any article, raw or processed material, vehicle or other machinery that is disposed of;
 - iii) animal or vegetable matter, including materials resulting from the handling, preparation, cooking, consumption, and storage of food;
 - iv) building waste;
 - v) garden waste;
 - vi) anything that is designated as waste in the regulation under the *Environmental Protection &*

Enhancement Act, RSA 2000, Chapter E-12.

3. FIRE PITS, OUTDOOR FIREPLACE, PORTABLE FIRE RECEPTACLE & BBQ

3.1 Fire pits shall follow the below mentioned recommendations:

- a) ~~be~~ a minimum of ~~3.4~~ meters (~~10.984~~ feet) clearance from ~~buildings, property lines and combustible materials including~~ tree overhangs, measured from the nearest fire pit edge, or as recommended by the Administrator or Director of Disaster Services of their designates;
- b) ~~be a minimum of 2 meters (6.56 feet) clearance from buildings, property lines and combustible materials measured from the nearest fire pit edge, or as recommended by the Administrator or Director of Disaster Services of their designates;~~
- ~~a)~~ be constructed of bricks, concrete blocks, heavy gauge metal or other non-combustible components;
- d) ~~have a source of water nearby such as a hose or bucket;~~
- e) ~~burn only charcoal briquettes, propane, natural gas, or wood products that are not contaminated with glue, paint, stain, or other preservatives with waste.~~

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3.2 Fire pits should follow the below mentioned recommendations if not compliant with 3.1:

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- a) have a spark arrestor mesh screen of 1.30 centimetres (.50 inches) expanded metal (or equivalent) to contain spark over the fire at all times;
- ~~e)~~ ~~have a source of water nearby such as a hose or bucket;~~
- ~~f)~~ ~~burn only charcoal briquettes, propane, natural gas, or wood products that are not contaminated with glue, paint, stain, or other preservatives with waste.~~

3.3 Any person who starts a propane, natural gas or charcoal barbecue or starts a fire in a fire pit that complies with Section 3 herein, shall:

- a) ~~a)~~ remain in charge, or keep a competent person in charge, of the barbecue or ~~fire~~; and
- b) ~~the fire should never be left unattended unless extinguished.~~

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3.4 Any person in charge of a barbecue or fire pit shall ensure that the same:

- a) does not create a risk or hazard to persons or to other

properties;

- b) does not create a nuisance, which is offensive to any other person;
 - c) is completely extinguished before supervision of the barbecue or fire ends.
- 3.5 Any person who starts a fire, or who is in charge of a fire, on property owned or occupied by that person, shall, upon demand, pay to the Summer Village any and all costs incurred by the Summer Village to extinguish such fire when, in the opinion of a Peace Officer, Director of Disaster Services or the Administrator, the fire is a hazard to persons or to other properties.

4. OPEN AIR FIRES

- 4.1 With the exception of propane, natural gas or charcoal barbecues, open air fires are prohibited.
- 4.2 Notwithstanding 4.1, charcoal barbecues are not permitted on municipal land.

5. FIRE BANS

- 5.1 The Council or their delegates may enact a Fire Ban within the Summer Village at their discretion.
- 5.2 No person shall start a fire at any place within the corporate limits of the Summer Village at any time while a Fire Ban is in place.

6. COST RECOVERY

- 6.1 Where the Fire Department has taken any action whatsoever for the purpose of extinguishing a fire or responding to a fire call, false alarm or incident for the purpose of preserving life or property from injury or destruction by fire or other incident on land, the Administrator, or his or her designate may, in respect of any costs incurred in taking such action, charge any cost so incurred to the person who caused the fire, or to the owner or occupier of the land in respect of which the action was taken, pursuant to this Bylaw.
- 6.2 In respect of any costs or fees levied or charged under this Bylaw:
 - a) The Summer Village may recover such costs or fees as a debt due and owing to the Summer Village; and
 - b) In default of payment, where permitted by the Municipal Government Act, add the amounts to the tax roll of a parcel of land.

7. PENALTIES

- 7.1 Any person who contravenes any provision of this Bylaw is guilty of an offence and is liable to the penalties set out in Schedule “A” which is attached to and forms part of this Bylaw.
- 7.2 If a person is issued a Municipal Ticket in respect of an offence, they may pay the fine amount established by this Bylaw for the offence at the Summer Village Administration Office and if the amount is paid on or before the required date, the person will not be prosecuted for the offence.
- 7.3 A Peace Officer, Director of Disaster Services or the Fire Chief is hereby authorized and empowered to issue a violation ticket pursuant to the *Provincial Offences Procedure Act* to any person who the Peace Officer, Director of Disaster Services or the Fire Chief has reasonable grounds to believe has contravened any provision of this Bylaw.

8. SEVERABILITY & REPEAL

- 8.1. If any part of this Bylaw is found to be invalid, then that part shall be severed, and the remaining Bylaw shall be maintained.
- 8.2 Bylaw #177-23 is hereby rescinded upon 3rd and final reading.

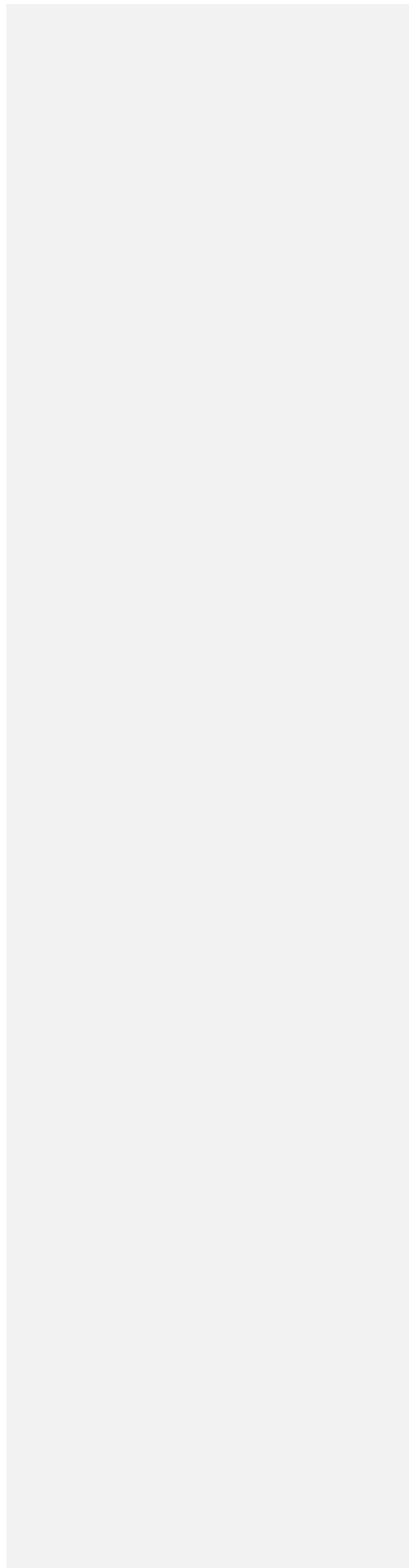
Read a First Time in Council assembled this 1827th day of ~~January~~
March 2025.

Read a Second Time in Council assemble this 1827th day of ~~January~~
March 2025.

Read a Third and final time in Council assembled and passed this 1827th
 day of ~~March~~January 2025.

 Jonathan Johnston, Mayor

 Tanner Evans, Administrator

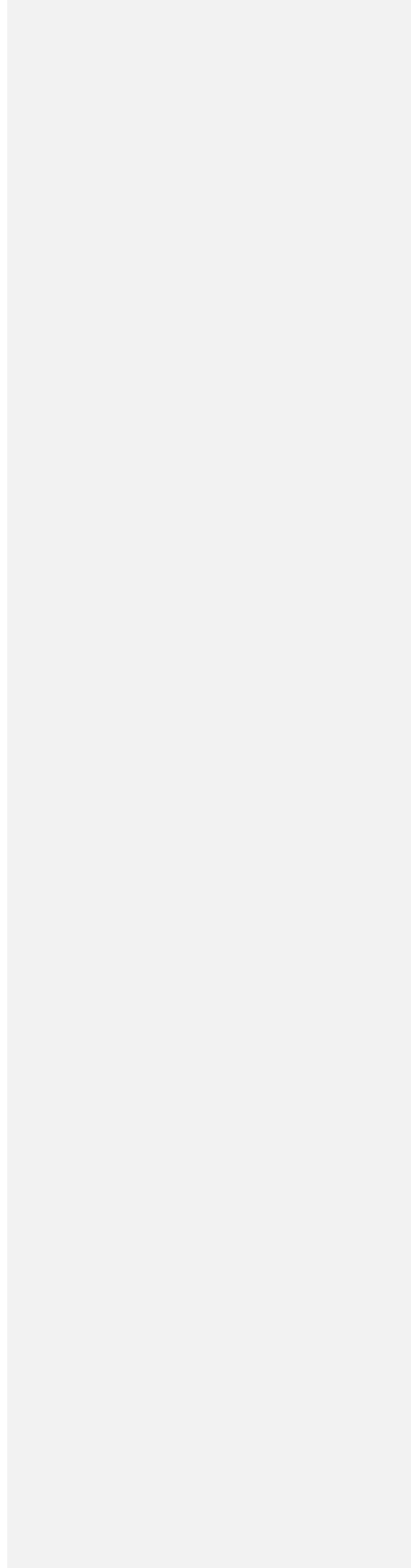


**SCHEDULE A
 PENALTIES**

SECTION	OFFICE DESCRIPTION	PENALTIES
3.1	Clearance and Construction Violation	
	1 st offence	\$250.00
	2 nd offence	\$500.00 + recovery costs as per Schedule A
	3 rd offence	\$1,000.00 + recovery costs as per Schedule A
3.3	Non-supervision of fire	
	1 st offence	\$250.00
	2 nd offence	\$500.00 + recovery costs as per Schedule A
	3 rd offence	\$1,000.00 + recovery costs as per Schedule A
3.4	Creating a risk, nuisance. or not extinguishing fire	
	1 st offence	\$250.00
	2 nd offence	\$500.00 + recovery costs as per Schedule A
4	Open air fire	
	1 st offence	\$250.00
	2 nd offence	\$500.00 + recovery costs as per Schedule A
	3 rd offence	\$1,000.00 + recovery costs as per Schedule A
5	Fire during a Fire Ban	
	1 st offence	\$500.00
	2 nd offence	\$1,000.00 + recovery costs

Summer Village of Half Moon Bay
Burning and Fire Pit Bylaw #181-25
Page | 7

3 rd offence	\$5,000.00 + recovery costs as per Schedule A
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Summer Village of Half Moon Bay

March 18, 2025

Council & Legislation

Request for Decision

Agenda Item: *Capital Budget*

Background:

Half Moon Bay has delayed our capital budget discussions until we hear about the potential grant funding for our wastewater project. However, we have another project that is already underway which was considered by the Joint Service Commission when we decided to hire an Assistant Development Officer. This is a shared project for office renovations to accommodate that position. As we have already completed renovations, we need to pass a budget or receive a motion stating where the funding for this project should come from. The capital budget can be amended later, when we hear about the grant funding.

Options for Consideration:

- 1) Council to discuss and pass the 2025 capital budget
- 2) Council to make a motion stating where the funding for the joint project should come from.
- 3) Council accept as information.

Administrative Recommendations:

- 1) That Council discuss and pass the 2025 capital budget

Authorities:

MGA 207 (c) "advises and informs the council on the operation and affairs of the municipality."

Expenses Anticipated	Capital Projects	Total 2025 Budget
	Admin building improvements	\$2,245.84
	Internal Forecemain project	TBA
 Total Expenses		 \$2,246
 Funding Anticipated		
	General operating reserve	\$2,245.84
 Total Grants		 \$ 2,245.84
 Amount Required from Taxation		 \$ -

Approved

Summer Village of Half Moon Bay

March 18, 2025

Council Reports

Information Item

Council Reports:

Jon Johnston

Andrea Remington

Mike Pashak written reports:

Committee Reports:

Correspondence:

- Minister McIver
- Urgent Care Committee

Upcoming Meetings:

Next Council Meeting – April 29, 2025



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR117795

February 27, 2025

Dear Chief Elected Officials:

I am writing to share information with you about *Budget 2025*, tabled in the Alberta Legislature by my colleague, the Honourable Nate Horner, President of Treasury Board and Minister of Finance. Below are some details relevant to Alberta Municipal Affairs.

Budget 2025 is meeting the challenges facing Alberta with responsible decisions to fund today's priorities, investing more than \$1 billion to build stronger communities provincewide. Through these investments, my ministry will continue to support local governments in providing fiscally responsible, collaborative, and accountable services to Albertans.

Last year, Municipal Affairs introduced the Local Government Fiscal Framework (LGFF), delivering predictable capital infrastructure funding to municipalities and Metis Settlements across Alberta. The LGFF represents years of collaboration between the province and local governments, replacing the Municipal Sustainability Initiative with a modern and predictable model.

LGFF funding allocations for the 2025/26 fiscal year have been known to communities for several months. Thanks to the LGFF's revenue index factor, which ties the funding level to provincial revenue from three years prior, *Budget 2025* increases LGFF capital funding by more than 13 per cent, from \$722 million to \$820 million. This increase will help your communities achieve their local infrastructure priorities. *Budget 2025* also maintains LGFF Operating funding at \$60 million to assist with operational costs and help respond to inflationary pressures. This grant was doubled in 2023 to reflect lost municipal revenue through the Grants in Place of Taxes program.

Budget 2025 also increases funding for the Grants in Place of Taxes program (GIPOT). Over the last few years, we heard loud and clear from municipalities that have provincially run buildings within their boundaries about the need for stronger recognition of the impact provincial properties have on municipal services. Starting in the 2025/26 fiscal year, GIPOT will be paid to municipalities at 75 per cent of the property tax amount that would be owed if the properties were subject to municipal taxation. Next year, in 2026/27, GIPOT will be fully restored to 100 per cent.

.../2


- 2 -

In light of these increases, the Local Growth and Sustainability Grant (LGSG) program will not continue. Introduced in *Budget 2024*, this three-year, \$60-million grant program aimed to alleviate pressures in fast-growing communities. We received numerous applications from municipalities for the initial \$20 million in LGSG funding allocated in 2024. Those funds will still be distributed, with successful applicants notified by the end of March 2025. However, after careful consideration, our government made the difficult decision to discontinue the LGSG program for *Budget 2025* and focus the investment of taxpayer dollars into other areas, including a comprehensive capital plan to enhance public infrastructure.

As in previous years, *Budget 2025* includes capital support through the federal Canada Community-Building Fund and Investing in Canada Infrastructure Program. We are also maintaining funding levels for public libraries, with more than \$33 million going toward operating grants across the province.

Budget 2025 is meeting the challenge of the cost of living by helping families keep more money in their pockets through lower personal income taxes and continuing investments in education and health care. Our municipal partners are integral to our work. As we face global uncertainties, I look forward to working together over the next year as we continue to build strong, vibrant, and sustainable communities that help keep our province the best place in Canada to live, work, and raise a family.

Sincerely,



Ric McIver
Minister

Mission: Enhance healthcare excellence in Sylvan Lake and Area by raising funds to purchase medical equipment and services for the Advanced Ambulatory Care (AACs).

The Sylvan Lake and Area Urgent Care Committee is a volunteer-based committee that participates in activities that raise money for the enhancement of the Advanced Ambulatory Care.

Advanced Ambulatory Care Service: (submitted by Alberta Health Services)

Since opening in 2018, Sylvan Lake's Advanced Ambulatory Care Service continues to offer diagnosis and treatment of urgent but non-life-threatening conditions. These conditions may include minor cuts or burns, muscle and joint strains, bone fractures, or fever in young children. It is not for life-threatening emergencies like heart attack, signs/symptoms of stroke, head trauma, seizures etc.

Last year, 20,247 patients were seen through the Advanced Ambulatory Care Service, which continues to see high volumes of patients from the community and surrounding area. At times, this high demand may require us to pause new admissions in order to be able to appropriately see - and treat - all existing patients before the end of the night.

Alberta Health Services recognizes that such occurrences are not ideal. While every effort is made to share information about closures in advance for the community's awareness, individuals wondering whether the service remains open or not can call **403-877-2241** to inquire with staff. Calls will be answered as staff are able to around supporting patients. Temporary closures known ahead of time will be posted online at www.albertahealthservices.ca/br/Page17594.aspx as part of AHS' bi-weekly reporting of temporary service disruptions.

We continue our efforts to secure additional supports for the Service through ongoing physician recruitment efforts, and by integrating additional skills like those of Nurse Practitioners, into the Service mix to help maintain regular service hours and provide timely care to the community.

With support from the community and partners like the Healthcare Attraction and Retention Committee, recruitment efforts have brought multiple new care providers to the community, with additional new physicians expected to arrive in 2025.

Alberta Health Services is incredibly grateful for the work of local physicians in supporting the Service, and for all that our healthcare teams do every day in the community.

We are also grateful for the ongoing support and generosity of community donors and the Sylvan Lake and Area Urgent Care Committee for supporting the Service. Last year this support included the purchase of three new treatment chairs for a total value of \$18,860.29. The treatment chairs are used for patients who don't require a bed during their treatment at AACs.

Fundraising in 2024 WinWin: Alberta Health Services employees participate in a payroll 50/50 draw and half the proceeds go to the healthcare facility of their choosing. In 2024 we received \$46,095.06 from WinWin. Thank you to all those employees who chose Advanced Ambulatory Care Service for this contribution.



Tim Hortons Smile Cookie Campaign: The weeklong campaign in May raised \$20,124.61 earmarked for the purchase of medical equipment for the AACs. Approximately 160 local volunteers donated a total of 75 hours to promote Smile Cookie sales. Smile Cookie May 2025 is looking for volunteers now. Contact information is on the bottom of this report.

Sylvan Lake Lions Golf Tournament:

The Lions golf tournament was another success with 92 golfers participating. \$4000.00 of the proceeds were donated to the Urgent Care Committee. 2025 Golf tournament will be held on July 11, 2025.



Sylvan Lake Dominos Pizza:

Raising the Dough is a new partnership with the Urgent Care Committee and a local Sylvan Lake business Dominos Pizza. \$2,000 was raised from Pizza sales during the Fall.

Sylvan Lake Ladies Legion Auxiliary:

\$2500.00 was donated by the Ladies Legion and will be spent on medical equipment for the AACs.



Individual Donations: Throughout the year individuals and families donate to the Urgent Care Committee. All donations over \$20.00 receive a tax receipt. In 2024 we received \$4,450.70 from Individuals.

Healthcare Attraction and Retention Committee (HART): HART works closely with Alberta Health Services and the Rural Health Professions Action Plan (RhPAP) to attract and retain health professionals to our community.

In 2023/2024 this volunteer-based committee supported 6 family physicians that relocated to Sylvan Lake.

Each family doctor has committed to stay in Sylvan Lake for 5 years, practice in a Sylvan Lake Doctor's clinic and take regular shifts at the AACS. The work of HART is funded by the Urgent Care Committee.

Sylvan Lake Regional Health Foundation:

The Town of Sylvan Lake, Bentley, the 5 Summer Villages at Sylvan Lake and the Counties of Red Deer and Lacombe have agreed to be part of the Sylvan Lake Regional Health Foundation.


The community involvement of both local and regional partners will insure ongoing support and enhancement of the AACS.

At this time, we have paused our action steps in creating the new Health Foundation until the role of Health Foundations is better understood under the refocused health system. We hope to move forward again later this year. In the meantime, it will be business as usual under the existing Urgent Care Committee.



Finances of the Urgent Care Committee: The Urgent Care Committee retains the services of Stettler Health Foundation to provide all our donors with charitable receipts. Stettler Health Foundation holds these funds in trust on our behalf. Other monies raised are held in trust at Sylvan Lake Servus Credit Union. Detailed financial statement is available upon request.

For further information, donations or to volunteer at any of our events, please contact: Susan Samson, Chair, Sylvan Lake and Area Urgent Care Committees susamson56@gmail.com

Or follow us on  : Sylvan Lake and Area Urgent Care

Mail to:

Sylvan Lake and Area Urgent Care Committee - Box 8985, Sylvan Lake, AB T4S 1S6