

1.0 CALL TO ORDER

2.0 APPROVAL OF AGENDA

3.0 APPROVAL OF MINUTES –

- A. April 5th 2023 Minutes

4.0 Public Submissions

- A.

5.0 BUSINESS ARISING

- A. County Municipal Service Package
- B. Fee and Charges Bylaw
- C. Trail Master Plan

6.0 Development Matters

- A. Bylaw 336
- B. Bylaw 337 ASP

7.0 New Business

- A. Financial Statements
- B. Onoway Regional Fire
- C. Fire Bans
- D. Tri-Village Meeting
- E. Newsletter

8.0 Committee Reports

- A. Councillor Reports

9.0 CAO Reports

- A. Disbursements, CAO Action List
- B.

10.0 Response to Delegations

11.0 Additional Items

- A. Northwest Fire Name Change
- B. Fire Ban Signs

12.0 Correspondence

NEXT MEETING June 7th 2023

3.0 A April 5th 2023 Minutes

Recommendation:

That Council approve the minutes from the April 5th 2023 Regular Council Meeting as presented.

Background:

Council Meeting Minutes are attached for review.

MINUTES
SUMMER VILLAGE OF SUNSET POINT
REGULAR MEETING OF COUNCIL
April 5 2023 @ 5:16pm.

IN ATTENDANCE Mayor Gwen Jones
Deputy Mayor Riley Ekins
Councillor Keir Packer
Matthew Ferris CAO

1.0 CALL TO ORDER Mayor Jones called the meeting to order at 5:21pm

2.0 Approval of AGENDA MOVED by Councillor Packer that the April 5 2023 Agenda be approved as presented.

Res. #2023 – 40

CARRIED

3.0A APPROVAL OF Minutes MOVED by Deputy Mayor Ekins that Council approves the March 1st 2023 Minutes as presented.

Res. #2023 – 41

CARRIED

4.0A Public Submission NA

5.0A Special Meeting

Res. #2023 –42 Moved by Councillor Packer that directs Administration to request an extension regarding financial statements.

CARRIED

5.0 B Tax Rate Bylaw

Res. #2023 –43 Moved by Deputy Mayor Ekins that Tax Rate Bylaw 340 be given first reading as presented.

CARRIED

MINUTES
SUMMER VILLAGE OF SUNSET POINT
REGULAR MEETING OF COUNCIL
April 5 2023 @ 5:16pm.

Res. #2023 –44 Moved by Councillor Packer that Tax Rate Bylaw 340 be given second reading as presented.

CARRIED

Res. #2023 –45 Moved by Mayor Jones that Tax Rate Bylaw 340 be given unanimous consent as presented.

CARRIED

Res. #2023 –46 Moved by Mayor Jones that Tax Rate Bylaw 340 be given third and final reading as presented.

CARRIED

5.0C Special Tax Bylaw

Res. #2023 –47 Moved by Deputy Mayor Ekins that Special Tax Rate Bylaw 339 be given first reading as presented.

CARRIED

Res. #2023 –48 Moved by Councillor Packer that Special Rate Bylaw 339 be given second reading as presented.

CARRIED

Res. #2023 –49 Moved by Mayor Jones that Special Tax Rate Bylaw 339 be given unanimous consent as presented.

CARRIED

Res. #2023 –50 Moved by Mayor Jones that Tax Rate Bylaw 339 be given third and final reading as presented.

CARRIED

5.0D Fees and Charges Bylaw

Res. #2023 –51 Moved by Mayor Jones that Fees and Charges Bylaw 341 be amended and direct Administration to bring back for further discussion.

CARRIED

6.0 Development Matters

7.0 A Community Engagement

Res. #2023 – 52 MOVED by Deputy Mayor Ekins that Council accepts the discussion for information and directs Administration to proceed with a contract with Transitional Solutions for a cost of \$25,000.0

MINUTES
SUMMER VILLAGE OF SUNSET POINT
REGULAR MEETING OF COUNCIL
April 5 2023 @ 5:16pm.

CARRIED

8.0 Committee Reports

A. Council Reports

Res. #2023 – 53 MOVED by Deputy Mayor Ekins that enters closed session at 6:06pm in accordance to FOIP Sections 21,22,23 and 24 regarding Councilor reports regarding TriVillage Sewer and Emergency Management.

CARRIED

Res. #2023 – 54 MOVED by Mayor Jones that Council comes out of closed session at 6:33pm.

CARRIED

Res. #2023 – 55 MOVED by Deputy Mayor Ekins that Council accept the Committee Reports for information.

CARRIED

Res. #2023 – 56 MOVED by Deputy Mayor Ekins that Council accept the Committee Reports for information.

CARRIED

9.0 CAO REPORTS

A. Reconciliation, Disbursements and Action List

Res. #2023 – 57 MOVED by Mayor Jones that that Council accept the report for information.

CARRIED

10.0 Response to Delegates.

11.0 Additional Info

12.0 Correspondence

MINUTES
SUMMER VILLAGE OF SUNSET POINT
REGULAR MEETING OF COUNCIL
April 5 2023 @ 5:16pm.

Res. #2023 – 58 MOVED by Deputy Mayor Ekins that Correspondence be accepted for information.

CARRIED

ADJOURNMENT

Res # 2023- 59 Being that the agenda matters had been concluded the meeting was adjourned at 6:58 PM by Mayor Jones.

CARRIED

These minutes were approved this May 3 2023.

Mayor Jones

Matthew Ferris CAO

5.0 A County Municipal Services Package

RECOMMENDATION:

That Council accepts the update on County Municipal Services Package for Information .

SUMMARY/BACKGROUND:

The County has invited all CAO in the region to a special meeting regarding their cost analysis of potential Municipal Services they can provide and at what costs are.

Services being proposed include but are not limited to:

- Public Works Operational
- Emergency Management
- Planning
- Health and Safety
- Fire
- Enforcement
- Recreation
- Mowing
- Weed Control

5.0B Fees and Charges Bylaw**Recommendation**

That Council gives Bylaw 341 Fees and Charges Bylaw first reading as presented.

That Council gives Bylaw 341 Fees and Charges Bylaw second reading as presented.

That Council gives Bylaw 341 Fees and Charges Bylaw unanimous consent as presented.

That Council gives Bylaw 341 Fees and Charges Bylaw third and final reading as presented.

Background

After the significant costs associated with last years assessment appeal complaint, Administration has concluded that Council may wish to assign fees to appealing ones assessment. The costs associated with these appeals may have to be returned in the event an appeal is lost. That being said associating a fee similar to the one presented may result in less appeal fees. To defend the appeal last year it cost the village over \$30,000.00.

Based on the concerns brought up by Council at the April Meeting Administration has amended the Appeal Range to have a greater diversity in assessment values. They are now:

Asses Value of up to \$249,999.00	\$100.00
Assessed Value between \$250,000-\$499,999.99	\$150.00
Assessed Value between \$500,000-\$749,999.00	\$200.00
Assessed Value between \$750,000-\$999,999.00	\$400.00
Assessed Value over \$1,000,000	\$19,000.00

Summer Village of Sunset Point
PROVINCE OF ALBERTA
BYLAW 341

BEING A BYLAW TO ESTABLISH FEES AND CHARGES FOR THE PROVISION OF GOODS AND SERVICES WITHIN SUMMER VILLAGE OF SUNSET POINT, IN THE PROVINCE OF ALBERTA

WHEREAS pursuant to the Municipal Government Act RSA 2000 Chapter M-26, and amendments thereto, a municipality has the authority to establish fees and charges for the provision of goods and services; and

WHEREAS the Council of Summer Village of Sunset Point wishes to establish certain fees and charges; NOW THEREFORE the Council of Summer Village of Sunset Point, duly assembled and under the authority of the Municipal Government Act, as amended, hereby enacts the following:

TITLE

1. This bylaw shall be known as the "Fees and Charges Bylaw"

APPLICATION

2. This bylaw establishes rates, fees and charges for certain goods and services provided by the Summer Village of Sunset Point.
3. All fees are non-refundable unless otherwise noted, and all fees include GST unless otherwise noted.

SCHEDULES

4. The fees payable by persons accessing services from Summer Village of Sunset Point are those fees set out in the Schedule A and attached to this Bylaw

ENACTMENT/TRANSITION

5. Should any provision of this bylaw be deemed invalid then such invalid provision will be severed from this bylaw and such severance will not affect the validity of the remaining portions of this bylaw, except to the extent necessary to give effect to such severance.
6. All schedules referred to in Section 4 shall form part of this bylaw.
7. Bylaw 321 is hereby repealed upon third and final reading of this Bylaw.
8. This bylaw shall come into force and take effect on the day of third reading and signing thereof.

READ A FIRST TIME this 3rd day of May 2023.

READ A SECOND TIME this 3rd day of May 2023.

READ A THIRD TIME and finally passed this 3rd day of May 2023.

SIGNED AND PASSED this 3rd day of May 2023.

Mayor

CAO

Schedule A:

	Service	Rate
Recreational Services		
	Garage Bay Rentals	\$300 a month. Half a bay is 150
	Board Room Rentals per month	\$150 a month
	Park Rental rate	\$300.00 per half day
Administration Fees		
	Information Requests	\$25.00 for the first hour and \$35.00 for every additional hr.
	Printing	\$00.35 per page
	Tax Certificate/Tax Inquiry/Summary	\$100.00
	Travis Road Permit	\$100.00
Subdivision Applications		
	Application	\$650.00
	Assessment review	\$50.00 per lot
	Engineering Review	\$255 per lot+ any additional costs as required for more than 4 lots.
	Endorsement Fees	\$65.00 per lot
	Encroachment Agreement	\$500.00 + legal cost
	Public Works Review/Approach Inspections	\$250 per lot
Planning and Development		
	Compliance Certificate	\$300.00
	Development Permit-MAJOR- MAIN Buildings	\$450.00
	Development Permit- Commercial	\$400.00
	Development Permits-Minor Accessory Buildings or additions	\$200.00
	Home Occupation, Signs, decks, fences, cistern	\$185.00
	SDAB Appeal Fees	As determined by the Regional Appeal Board
	Demolition Permits	\$175.00
	Statutory Plan Amendment	\$1000.00 + costs for any required engineering reviews.
	New Statutory Plan	\$1800.00+costs for any required engineering reviews.

Assessment Complaints/Appeals		
	Assesd Value of up to \$249,999.00	\$100.00
	Assessed Value between \$250,000-\$499,999.99	\$150.00
	Assessed Value between \$500,000-\$749,999.00	\$200.00
	Assessed Value between \$750,000-\$999,999.00	\$400.00
	Assessed Value over \$1,000,000	\$19,000.00
All fees are non-refundable unless granted a refund determined by the CAO or their designate or as directed by the MGA.		

5.0C Trail Masterplan

Recommendation

That Council accepts the Update on the Regional Trail Master Plan for information.

Background

Administration just wanted to inform Council that the consultants have been having trouble getting feedback from the other municipalities on this project. To ensure the project remains on budget and within the time line, the CAO authorized the consultants to draft the initial plan based on the feed back that was received. Once the report is drafted further engagement with the committee members will take place.

6.0 Development updates

6.0A Bylaw 336

Recommendation:

Motion 1:

That Land Use Bylaw Amendment Bylaw 336 be amended as presented.

Motion 2:

That Land Use Bylaw Amendment Bylaw 336 be given second reading

Motion 3:

That Land Use Bylaw Amendment Bylaw 336 be given third reading

Background

Bylaw 336 has been amended to reflect the concerns of the public that arose from the public hearing.

Amendments include :

1. The surfacing of internal roads **shall** apply appropriate applications (such as cold mix surfacing) that suppress dust during dry periods.
2. Noise level **shall** not exceed 35dba between the hours of 11PM to 7AM when measured at the boundary of the DC district, except in circumstances that are beyond the control of the condominium board.
3. The internal site within the boundary **shall** be kept tidy and shall not allow any building structures to become run-down. At the discretion of the Village, any unsightly building structures or RVs on the site shall be removed by the owner, condominium board or the Village at the owner/condominium board's expense.
4. Requirements to fence the site
5. They have changed a portion of the RV lots to cabins/park models that border the residential areas as concerns from the public were they could put up with houses behind their properties but not RVs.
6. Clarification on shallow services for sewer and clarify how water will be utilized.

The applicant has submitted the following reports in support of the ASP:

- Biophysical Impact Assessment (BIA)
- Traffic Impact Assessment
- Geotechnical report
- Stormwater Management Plan
- Servicing Plan

Community Consultation

There is considerable concern from the public that the intensity of use is too great for the context, especially with regard to environmental impact and nuisance due to noise, traffic, and pollution. Many comments mentioned that there is already significant traffic on the road and the lake in the area and that this development will put strain on the public boat launch and other public amenities in the area.

The overall feedback from the Open House was not supportive of the proposed development. The majority of comments received concerned the following which has been addressed in the responses found in Appendix A:

- Increase in population in the area;
- Traffic and parking impacts in the area
- Vehicle access to the development;
- Impact on property values of existing dwellings;
- Impact of the development on taxes in the community; and,
- Impact of increased demand on the existing capacity of waste water infrastructure.
- Traffic demand will increase
- Impact to the environment, wildlife, water ecosystem.
- Potential for increased crime in the area.
- Potential increase in ATV activity in the area.
- Noise and pollution will negatively impact the existing residents.
- Insufficient law enforcement patrols.
- There are already campgrounds in the area, and more camping activity will increase stress on the lake and related environment.

An addition to that feedback as part of the mail out referral Administration received 7 sets of comments. 6 from Land Owners and one from Alberta Beach. The Comments are attached as part of the package. In the eyes of Administration many of the comments were similar complaints to those expressed at the initial Open House and some of the comments will only be addressed at more technical stages of the development should it move forward.

There are number sections within the Municipal Development Plan that speak both for and against the proposed development.

Some of the sections that speak in favor of the development include:

1 Residential

4.1.2 Prior to the development of a new or expansion of an existing residential area, an area structure plan must be approved by Council. This area structure plan must address land use,

reserve dedications, projected residential density, access, sanitary servicing, potable water supply, storm water management, and any other matter considered necessary by Council.

4.1.7 Where new residential neighbourhoods are developed in proximity to existing neighbourhoods, new residential design should provide an acceptable transition to the existing neighbourhood by creating a building form that is similar in height, massing and architectural character.

4.5.2 All developed lots will be required to connect to the Tri- Village Regional Sewer Service. The Sunset Point RV ASP contains provisions that require the future development to be connected to the Village Regional Sewer Service. Similarly, Figure 3 – Water and Sanitary Services provides a conceptual design of where the future connections to the existing service are to occur.

4.6 Parks, Recreation, Open Space and Community Services

4.6.4 Undevelopable land (a swamp, natural drainage course or water body, land subject to flooding)

will be acquired as environmental reserve, not as part of the required municipal reserve.

4.7.4 As sections of Sunset Drive are required to be upgraded or reconstructed, the Summer Village will require the inclusion of a sidewalk on one side of the roadway.

2 Sanitary Sewer

5.2.2 On-site discharge of sanitary waste, including grey water, will be prohibited.

5.2.3 All developed lots will be required to connect to the Tri- Village Sewer Service.

5.3.1 All proposals for redistricting and/or subdivision approval within the Plan Area shall be supported by a storm water management plan prepared by a qualified professional to the satisfaction of the municipality.

5.3.2 All storm water management plans shall utilize methods that seek to retain as much of the natural runoff characteristics of the storm water system as possible. These methods can include, but are not limited to, such practices as grassed swales, wet ponds, dry ponds or engineered wetlands.

5.3.3 Storm water management plans shall address and resolve onsite and off-site storm water management issues.

5.4.1 New developments shall be required to provide underground power, cable, and phone servicing.

Some sections of the MDP that do not support the development include:

4.1.4 Residential Infill and Redevelopment within Developed Residential Areas:

i. Residential infill on vacant parcels or redevelopment of under-utilized parcels is encouraged in order to maximize the use of existing roads, utilities, and parks.

ii. Low-density residential development (i.e. single detached dwelling units) will be encouraged in infill areas.

iii. Residential infill should offer an acceptable transition to existing residential development by introducing a building form that respects the height, massing, and architectural character of the surrounding residential community.

iv. The municipality shall require assurance from the developer that the capacity of existing utility systems, street systems and community facilities are not exceeded by the demands of infill development. Any required off-site upgrades will be at the expense of the developer.

Traffic Analysis

Traffic Impact Assessment(TIA) estimates the campground will produce 60 trips per The TIA determined that the road network is designed to meet or exceed the volumes expected from the development plus existing traffic, minimal upgrades to roads are required. TIA recommended the following:

- Functional Planning Study for Sunset Drive Corridor
- Additional Lighting be provided by Developer for Road Way
- Installation of a sidewalk along Sunset drive on the east side of corporate limits and an applicable Pedestrian cross walk
- Intersection treatment by provide for Site Access
- Installation of Stop Sign

Biophysical Analysis

Biophysical Study Was conducted in May 2019. The study failed to conduct target surveys later in the season and occurred only 5 days into the high nesting intensity period. It may have been more beneficial to conduct the study later in the year. The Biophysical fails to provide an analysis on the potential environmental impacts related to the proposed development.

The ASP fails to indicate how the development is trying to comply with the regulations from the Biophysical Assessment.

Stormwater

Stormwater Management Plan Hydrography was modelled with an orifice control structure for Basins 1 and 3, with no control structures necessary for Basins 2 and 4. The ASP describes construction of containment ponds for Basins 1 and 3, to the specifications set out in the SWMP.

Additional Areas of Concerns from Administration

While Administration has concerns with the application several of the areas of concern will be typically dealt with at Subdivision or Development Permit Stage. Some of the areas of concern include:

- Environmental Reserve Designation and how to access
- Lack of commitment of Condo Regulations
- Servicing issues.
- Seasonal nature of development unclear.
- Connecting to WILD need lands surveyed out how do we access.



Summer Village of Sunset Point
PROVINCE OF ALBERTA
BYLAW 336

A BYLAW TO CONTROL LAND USE AND AMEND BYLAW 272,
THE SUMMER VILLAGE OF SUNSET POINT LAND USE BYLAW

WHEREAS Section 639 of the *Municipal Government Act*, RSA 2000, c M-26, requires that a municipality adopt a land use bylaw.

AND WHEREAS on December 12, 2008 the Council of Lac Ste. Anne County passed Bylaw #272, the Sunset Point Land Use Bylaw.

AND WHEREAS the Council of Summer Village of Sunset Point has determined the Lac Ste. Anne County Land Use Bylaw #272 should be amended in order to redistrict certain lands.

NOW THEREFORE after due compliance with the relevant provisions of the Municipal Government Act and Bylaw # 272, the Council duly assembled hereby enacts as follows:

1. The Summer Village of Sunset Point Land Use Bylaw #272 is hereby amended by:
 - a. redistricting the lands legally described in Schedule “A” and shown outlined in Blue crosshatch on Schedule “B” from Urban Reserve (UR) District under Bylaw #272 to Direct Control (DC) District under Bylaw #272;
 - b. amending Map in Schedule A to reflect the redistricting of the lands legally described in Schedule “A” and shown outlined in Blue crosshatch on Schedule “B” to Direct Control (DC) District;
 - c. Adding a new Direct Control , which will read as shown on Schedule “C”
Direct Control (DC) District –

First Reading carried the June 1th day of June, A.D. 2022.

Mayor (Seal)

CAO (Seal)

Second Reading carried the th day of _____ A.D. 202.

Mayor (Seal)

CAO (Seal)

Third Reading carried the th day of _____ A.D. 2023.

Mayor (Seal)

CAO (Seal)

Schedule "A" to Bylaw 336

ALL THAT PORTION OF THE HUDSONS BAY RESERVE OF LAC STE. ANNE, WHICH LIES TO THE EAST OF THE EASTERLY LIMITS OF THE GOVERNMENT ROAD, AS SHOWN ON SUBDIVISION PLAN 1588CL AND TO THE WEST OF THE WESTERLY LIMIT OF THE WESTERLY PORTION OF THE RIGHT OF WAY OF THE CANADIAN NATIONAL RAILWAYS, AS SHOWN ON RAILWAY PLAN 6054AO. EXCEPTING THEREOUT:

(A) 0.405 HECTARES (1 ACRE) MORE OR LESS, AS SHOWN ON FILED PLAN 1802CL

(B) 0.849 HECTARES (2.10 ACRES) MORE OR LESS, SUBDIVIDED UNDER PLAN 5675HW

(C) 0.676 HECTARES (1.67 ACRES) MORE OR LESS, SUBDIVIDED UNDER PLAN 4340KS

(D) 0.813 HECTARES (2.01 ACRES) MORE OR LESS, SUBDIVIDED UNDER PLAN 4341KS

(E) 0.186 HECTARES (0.46 ACRES) MORE OR LESS, FOR ROAD PLAN 6109KS

(F) AS TO 0.918 HECTARES (2.27 ACRES) MORE OR LESS, UNDER PLAN 6284MC

(G) AS TO 0.506 HECTARES (1.25 ACRES) MORE OR LESS, UNDER PLAN 6127KS

(H) AS TO 0.093 HECTARES (0.23 ACRES) MORE OR LESS, UNDER PLAN 5231MC

(I) ALL THAT PORTION OF THE HUDSON'S BAY RESERVE IN THE LAC STE ANNE SETTLEMENT WHICH LIES TO THE WEST OF THE WESTERLY LIMIT OF THE WESTERLY PORTION OF THE RIGHT OF WAY AS SHOWN ON RAILWAY PLAN 6054AO AND NORTH OF A LINE DRAWN PARALLEL TO THE SOUTH LIMIT OF THE RIGHT OF WAY AS SHOWN ON PLAN 5543HW AND THREE HUNDRED AND SIXTY (360) FEET PERPENDICULARLY DISTANT SOUTHERLY THEREFROM AND EAST OF THE EASTERLY BOUNDARIES OF THE GOVERNMENT ROAD AS SHOWN ON PLAN 1588CL AND 6109KS AND OF THE LANDS SUBDIVIDED UNDER PLANS 6284MC AND 6127KS CONTAINING 26.21 HECTARES (64.77 ACRES) MORE OR LESS. EXCEPTING THEREOUT ALL MINES AND MINERALS

From Urban Reserve (UR) District under Bylaw #336 to Direct Control (DC) District.

Schedule "B" to Bylaw 336

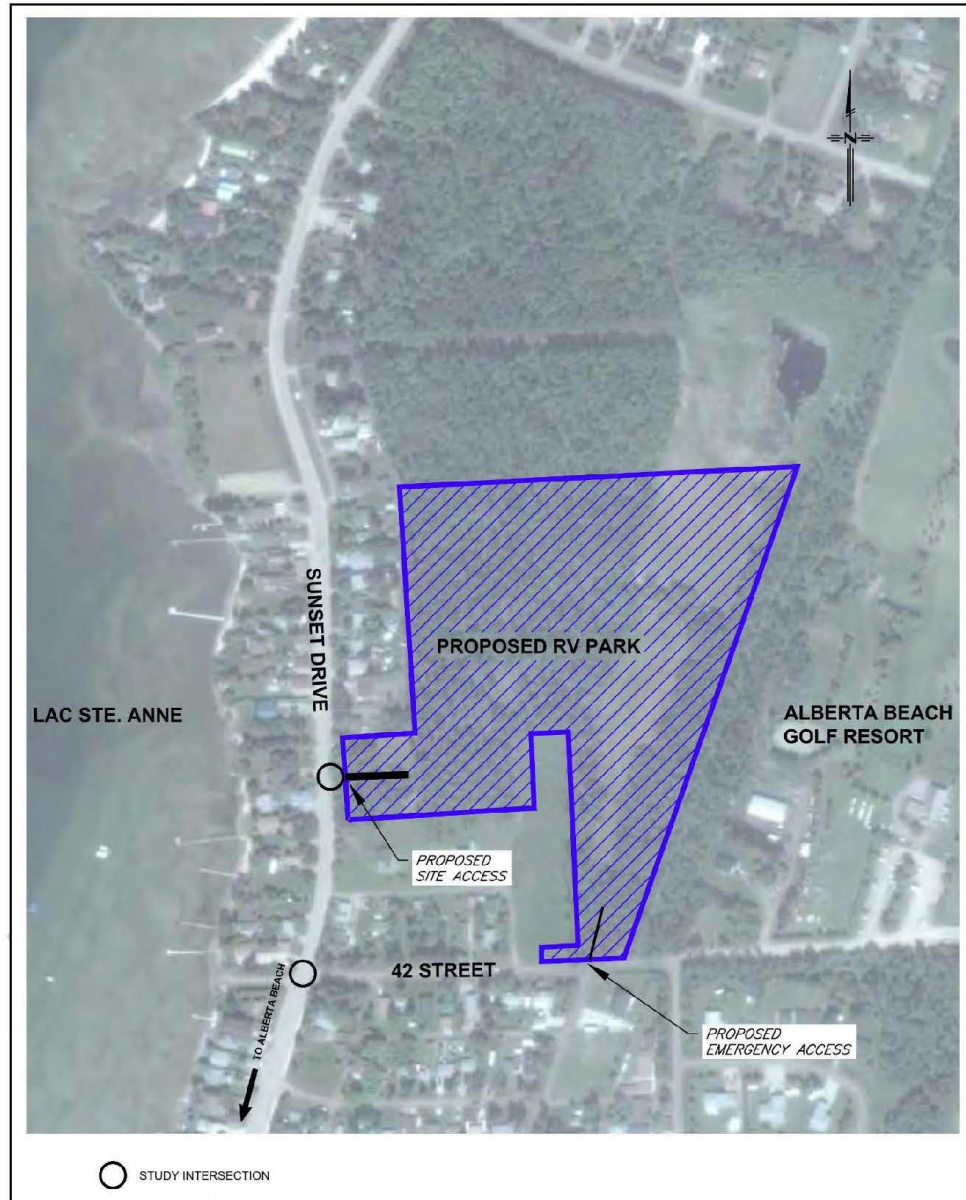


Figure 1.1: Site Location

Schedule “C” to Bylaw 336

DIRECT CONTROL DISTRICT

BYLAW 336

GENERAL PURPOSE

To establish a Site-Specific Direct Control (DC) District to enable a seasonal recreational vehicle park and cabin lodging development.

AREA OF APPLICATION

This District shall apply to portion of the NE ¼ of Sec-22-54-3-W5M and NW ¼ of Sec-23-54-3-W5M, Sunset Point, as shown in Schedule “A” of this Bylaw.

PERMITTED USES

The following shall be considered **permitted uses** in the Direct Control District that are in general accordance with the concept plan, as shown in Schedule “B” of this Bylaw:

- a. Cabins;
- b. Facilities for the management of storm water;
- c. Facilities for the management of waste collection;
- d. Multipurpose building (café, canteen, games room, etc.);
- e. Playground;
- f. Recreational activity areas;
- g. Recreational equipment storage;
- h. Recreational vehicles;
- i. Washrooms/laundry facility;
- j. Visitor parking.

DEVELOPMENT CRITERIA

1. The development shall meet the following regulations:

REGULATIONS:	
Front Yard Setback:	Minimum 16.0 m
Side Yard Setbacks:	Minimum 4.0 m, except along the western side boundary adjoining residential neighbourhood that shall maintain an 8.0 m setback to the RV pad.
Maximum Height:	8.0 m

2. An emergency fire break **shall** be maintained free and clear at the southern end of the property for access to 42 Street.

3. All dumpsters and waste receptacles **shall** be animal secure to prevent encouraging wildlife into the area and the potential spread of waste.
4. All vegetation **shall** be retained except for in areas required to provide for the permitted uses, the internal roadway, stormwater management system, and trail network.
5. The internal roadway width **shall** be 7.0 m throughout as this is a private development. All maintenance shall be completed by the condominium board established to operate the facility.
6. The surfacing of internal roads **shall** apply appropriate applications (such as cold mix surfacing) that suppress dust during dry periods.
7. Noise level **shall** not exceed 35dba between the hours of 11PM to 7AM when measured at the boundary of the DC district, except in circumstances that are beyond the control of the condominium board.
8. The internal site within the boundary **shall** be kept tidy and shall not allow any building structures to **become** run-down. At the discretion of the Village, any **unsightly** building structures or RVs on the site shall be removed by the owner, condominium board or the Village at the owner/condominium board's expense.
9. The exterior of the cabins and park models built on the site **shall** retain natural design elements to the **satisfaction** of the Village. This includes incorporating natural wood materials and/or use of colours that resemble nature, such as colour gradients of deep green, brown, black and greys.

DEVELOPMENT PERMIT INFORMATION REQUIREMENTS

The Village **shall** require the following information to review and process any development proposal within the Direct Control District:

1. Development permit **shall** be accompanied by a landscaping plan that includes the following:
 - a. Landscaping details at the site entrance and around each RV lot.
 - b. Existing vegetation **shall** be retained where possible and should be included in the landscaping plan;
 - c. Location of proposed new vegetation;
2. Any new vegetation proposed **shall** be non-invasive to the region;
3. The Village **may** require the developer to provide security to ensure the landscaping is provided and maintained for a **minimum of two years**.
4. The Village administration **may** require the developer to install perimeter solid fence no greater than 1.8m in height along the site boundary as shown below (Figure 1) if deemed necessary.

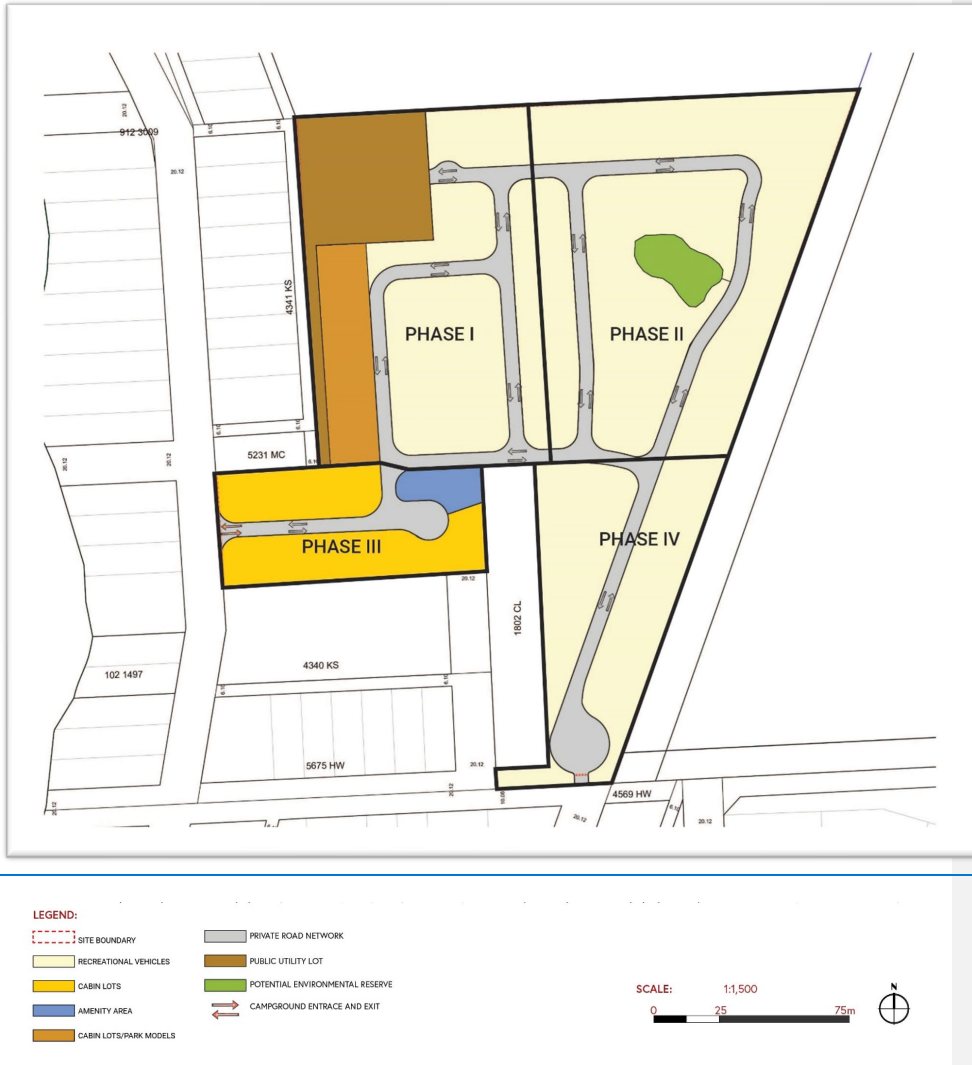
This shall be determined based on whether the existing and proposed vegetation provides sufficient screening of the existing building structures. If the vegetation provides sufficient screening a fence would not be required.



Figure 1. Concept plan showing the area that might require a fence.

Figure 2. Land Use Concept Plan.

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6.0B Bvlaw 337

Recommendation:

Motion 1:

That Area Structure Plan Bylaw 337 be amended as presented.

Motion 2:

That Area Structure Plan Bylaw 337 be given second reading

Motion 3:

That Area Structure Plan Bylaw 337 be given third and final reading

Background

Similar to Bylaw 336 Bylaw 337 has been amended to address the concerns from the public and has mitigated the concerns relating to servicing connections

Summer Village of Sunset Point
PROVINCE OF ALBERTA
BYLAW 337

**A BYLAW TO CONTROL LAND USE AND ESTABLISH AN AREA STRUCTURE
PLAN**

WHEREAS Part 17, Section 633 (1) of the Municipal Government Act, being Chapter M-26.1, Division 5 provides, for the purpose of providing a framework for subsequent subdivision and development of an area of land within a municipality, that a council may by bylaw adopt an area structure plan,

AND WHEREAS the Council of Sunset Point has decided to consider and adopt the Sunset Point RV Area Structure Plan as a means to facilitate recreational use in the Summer Village of Sunset Point.

NOW THEREFORE the Council duly assembled hereby enacts as follows:

1. That the Sunset Point RV Area Structure Plan attached as Appendix 1 is hereto and forming part of this bylaw is hereby adopted.
2. That this Bylaw comes into full force and effect upon third reading of this Bylaw.

First Reading carried the 1st day of June, A.D. 2022.

Mayor (Seal)

CAO (Seal)

Second Reading carried the th day of _____ A.D. 2023.

Mayor (Seal)

CAO (Seal)

Third Reading carried the th day of _____ A.D. 2023.

Mayor (Seal)

CAO (Seal)



SUNSET POINT RV AREA STRUCTURE PLAN

Date Submitted: April 29, 2023
*Prepared For: **Summer Village of Sunset Point***
*Prepared By: **V3 Companies of Canada***

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Appendix E: ASP Maps - <i>V3 Companies of Canada</i>	

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OVERVIEW

The Sunset Point RV Area Structure Plan (herein referred to as the “Sunset Point RV ASP” or “the Plan”) provides the framework to guide development of 15.4 acres of land in the Summer Village of Sunset Point (herein referred to as “the Summer Village”). The Plan area is located in the southwest corner of the Summer Village, directly bordering Lac Ste. Anne County to the east and the Summer Village of Alberta Beach to the south. Policies of the Plan intend to establish a framework for efficient, coordinated development that reflects the Summer Village’s Municipal Development Plan and is mindful of existing residents.

A VISION FOR GROWTH

At build-out, the Sunset Point RV ASP will provide a suitable location for the development of a seasonal recreational vehicle park and cabin lodging that will contribute to supporting existing infrastructure and the local economy.

INTERPRETING THE PLAN

Figures

All symbols, locations, and boundaries shown in the figures of the Plan are intended to be interpreted as conceptual unless otherwise stated in the document, or where they coincide with clearly recognizable physical or fixed features within the Plan area. Locations of infrastructure and other fixed elements should be independently confirmed.

Policies

All policy statements containing “shall” are mandatory and must be implemented. Where a “shall” policy proves impractical, an applicant may apply to amend the Plan. All policy statements containing “should” are an advisory statement and indicate the preferred objective, policy and/or implementation strategy of the Development Authority. If the “should” statement is not followed because it is impractical or impossible, the intent of the policy may be met through other agreed-upon means. Where “may” is used in a policy it denotes a choice in applying the policy, creating discretionary compliance or the ability to vary the requirements to achieve the intent of the vision and objectives of the Sunset Point RV ASP. All reference to “Approving Authority” in this document is considered to be the Summer Village of Sunset Point.

NAVIGATING THE DOCUMENT

01 Context and Process	Describes the context for the plan including: regulatory framework, description of the planning area, and guiding policies.
02 Existing Conditions	Describes the Plan area’s existing land use conditions as well as adjacent land uses.
03 Land Use Strategy	Describes the vision for future development of the Plan area including the land use concept and related policies.
04 Infrastructure	Sets out the transportation and servicing concepts, including related topics.
05 Implementation	This section describes the development staging, and the amendment procedures and monitoring of the Sunset Point ASP.

01 : CONTEXT AND PROCESS

1.1 PURPOSE

To provide a general policy framework to guide the future development of a cabin and recreational vehicle site within the Plan area, pursuant to Section 633 of the Municipal Government Act.

The Plan outlines a strategy related to land use, projected density, access, municipal servicing, and phasing of development. On the basis of technical evaluation and public consultation, this Plan provides direction for the efficient growth of the Summer Village's residential land base, while balancing the interests of the community as a whole, in accordance with existing planning policies.

1.2 LOCATION

The Summer Village of Sunset Point is located along the southeast shore of Lac Ste. Anne, bordering Lac Ste. Anne County to the east and north, and Alberta Beach to the South. The majority of developed lands in the Summer Village feature single dwelling residential units, predominately in the form of cottage dwellings. Much of the population base in the Summer Village are seasonal dwellers, with a portion also calling the Summer Village their permanent residence.

The Plan area itself is bound by the Alberta Beach Golf resort to the east (located in Lac Ste. Anne County), Sunset Drive and low-density residential dwellings to the west, 42nd Street to the south (dissected by the Alberta Beach Border), and undeveloped lands to the north. It occupies portions of the NE $\frac{1}{4}$ of Sec-22-54-3-W5M and NW $\frac{1}{4}$ of Sec-23-54-3-W5M.

▼ **Figure 1:** Sunset Point Area Structure Plan Location



1.3 GUIDING POLICIES & STUDIES

1.3.1 Municipal Government Act

The Municipal Government Act (herein referred to as “the MGA”) is a statutory Provincial document that sets out the legislative framework to guide how municipalities operate in Alberta. Under this framework, municipalities may adopt statutory plans (such as this one) to guide future land use planning and growth through policy. All statutory plans must be consistent with each other.

The Sunset Point RV ASP has been adopted through a bylaw passed by Council in accordance with the MGA, Section 633:

633(1) For the purpose of providing a framework for subsequent subdivision and development of an area of land, a Council may by bylaw adopt an area structure plan.

(2) An area structure plan

- a. Must describe
 - i. the sequence of development for the proposed area,
 - ii. the land uses proposed for the area, either generally or with respect to specific parts of the area,
 - iii. the density of population proposed for the area either generally or with respect to specific parts of the area,
 - iv. the general location of major transportation routes and public utilities, and
- b. may contain any other matters the Council considers necessary.

1.3.2 Subdivision and Development Regulation

Pursuant to S. 694(1) of the MGA, the Subdivision and Development Regulation is a statutory document that outlines the conditions and general requirements for subdivision and development within the Province. It also outlines required setbacks from active landfill and oil well sites from sensitive uses including residential dwellings, food establishments, schools, and hospitals. At the time this plan was prepared, no existing or abandoned wells, or active or non-active landfills are located within or near the boundary.

1.3.3 Regional Planning Area

The Summer Village of Sunset Point is located within the Upper Athabasca Region, as determined by the Province within the regional planning framework. In total, there are seven regional plans within Alberta. Regional plans are developed for each of the planning area for the purposes of setting out land use objectives and providing the context for land use decision making within the region. At the time this Plan was prepared, the development of the Upper Athabasca Regional Plan had not been completed.

1.3.4 Intermunicipal Development Plan

The Summer Village is a member of the Alberta Beach Regional Inter-Municipal Development Plan (IDP), first in effect August 1st, 2008. The purpose of the IDP is to provide the framework for the future urban growth, provision of inter-municipal services, growth within an urban expansion area and conflict management. The subject site is not within the IDP area and therefore policies within the IDP are not applicable to the site

1.3.5 Municipal Development Plan

The Municipal Development Plan Bylaw 261 (herein referred to as “the MDP”), first adopted in April 2007, is a high-level statutory municipal document that sets out the general policy framework for how growth and development is to occur within the Summer Village. The following provides a narrative to how the vision, objectives, and policies defined in the Sunset Point RV ASP align with the relevant policies contained in the MDP.

RELEVANT MDP POLICY		SUNSET POINT RV ASP ALIGNMENT
4.1 Residential		
4.1.2	Prior to the development of a new or expansion of an existing residential area, an area structure plan must be approved by Council. This area structure plan must address land use, reserve dedications, projected residential density, access, sanitary servicing, potable water supply, storm water management, and any other matter considered necessary by Council.	To enable the future development of a residential area in the form of a recreational vehicles and cabins, the Sunset Point RV ASP has been prepared to satisfy MDP Policy 4.1.2. The Sunset Point RV ASP has provisions relating to land use, reserve dedications, projected residential density, access, sanitary servicing, potable water supply, and stormwater management. No other matters were determined to be necessary components of the Plan.
4.1.7	Where new residential neighbourhoods are developed in proximity to existing neighbourhoods, new residential design should provide an acceptable transition to the existing neighbourhood by creating a building form that is similar in height, massing and architectural character.	The entrance to the Sunset Point RV ASP area is buffered by vegetation and transitions into cabin dwellings that are similar in height, massing and architectural character of the existing cabin/cottage dwellings in the Summer Village. These cabin dwellings transition into RV lots, which are also anticipated to be smaller in scale than the existing dwellings. The entire site will be buffered by vegetation/trees to create a transition from single residential dwellings into the cabin/RV park.
4.5 Environmental		

RELEVANT MDP POLICY		SUNSET POINT RV ASP ALIGNMENT
4.5.2	All developed lots will be required to connect to the Tri-Village Regional Sewer Service.	The Sunset Point RV ASP contains provisions that require the future development to be connected to the Village Regional Sewer Service. Similarly, Figure 4 – Water and Sanitary Services provides a conceptual design of where the future connections to the existing service are to occur.
4.6 Parks, Recreation, Open Space and Community Services		
4.6.4	Undevelopable land (a swamp, natural drainage course or water body, land subject to flooding) will be acquired as environmental reserve, not as part of the required municipal reserve.	As indicated in the Biophysical Assessment (herein referred to as 'the BA') supporting the development of the Sunset Point ASP, there is a shrubby swamp located in the Plan area. The BA suggests that the shrubby swamp be retained as environmental reserve. As such, the Plan has been developed to respect the location of the shrubby swamp, with the conceptual plan avoiding any alteration to the swamp in its existing form. Policy has been added to the Plan to suggest that the Summer Village retain the shrubby swamp as environmental reserve.
5.2 Sanitary Sewer		
5.2.2	On-site discharge of sanitary waste, including grey water, will be prohibited.	The Plan area has provisions that disallow the on-site discharge of sanitary waste, including grey water. Refer to Figure 4 – Water and Sanitary Services that indicates the movement of all sanitary waste into the Village wastewater system.
5.2.3	All developed lots will be required to connect to the Tri-Village Sewer Service.	The Sunset Point RV ASP contains provisions that require the future development to be connected to the Village Regional Sewer Service. Similarly, Figure 4 – Water and Sanitary Services provides a conceptual design of where the future connections to the existing service are to occur that connect into the Village Sanitary system.

RELEVANT MDP POLICY		SUNSET POINT RV ASP ALIGNMENT
5.3 Storm Water Management		
5.3.1	All proposals for redistricting and/or subdivision approval within the Plan Area shall be supported by a storm water management plan prepared by a qualified professional to the satisfaction of the municipality.	A servicing report was submitted concurrently with this Plan and can be found in Appendix D.
5.3.2	All storm water management plans shall utilize methods that seek to retain as much of the natural runoff characteristics of the storm water system as possible. These methods can include, but are not limited to, such practices as grassed swales, wet ponds, dry ponds or engineered wetlands.	A servicing report was submitted concurrently with this Plan and can be found in Appendix D. The stormwater management report seeks to retain as much of the natural runoff characteristics as possible.
5.3.3	Storm water management plans shall address and resolve on-site and off-site storm water management issues.	A servicing report was submitted concurrently with this Plan and can be found in Appendix D. The storm water management report seeks to address and resolve on-site and off-site storm water management issues.
5.4 Shallow Utilities		
5.4.1	New developments shall be required to provide underground power, cable, and phone servicing.	The Sunset Point RV ASP contains policy that requires new developments within the Plan area to provide underground utilities to service the development.

1.3.6 Land Use Bylaw

The Land Use Bylaw (herein referred to as “the LUB”) is a non-statutory document that guides planning and development within a municipality, and is used by the Summer Village to implement policies of the MDP and ASPs. Presently, the entirety of the Plan area is districted as Urban Reserve. In order to facilitate the proposed land use of this Plan, rezoning of the Plan area will be required.

1.4 PLANNING PROCESS

The preparation of the Plan was a multi-phased approach that included community engagement to gather information, opinions, and to present findings and concept so the public.



The background review included an analysis of existing technical studies, relevant legislation governing the area, and an analysis of how existing and surrounding land features may affect development with the Plan area. Using this information, along with input from Summer Village administration, and Council, a land use concept and policy regulations were created.

1.4.1 Community Consultation

As a part of the development of the Sunset Point ASP, a public open house was held to gain feedback and comment from adjacent landowners, community stakeholders and the general public on the draft ASP. The public house was held on Wednesday, August 25th, 2021 with a total of **85** participants. Verbatim comments and responses can be found in Appendix A.

The overall feedback from the Open House was not supportive of the proposed development. The majority of comments received concerned the following which has been addressed in the responses found in Appendix A:

- Increase in population in the area;
- Traffic and parking impacts in the area
- Vehicle access to the development;
- Impact on property values of existing dwellings;
- Impact of the development on taxes in the community; and,
- Impact of increased demand on the existing capacity of waste water infrastructure.

The feedback obtained from the engagement has resulted in updating the concept plan to provide greater parking and a reduced number of trailer sites. Based on the reasons provided in response to the comments – coupled with the proposed policies contained within this document – it is recommended the ASP be approved by Council.

02 : EXISTING CONDITIONS

This section addresses the existing natural and manmade features that will influence development.

2.1 EXISTING LAND USES

Currently, the site is an undeveloped parcel of land within the Summer Village. It is districted through the Sunset Point LUB as being Urban Reserve. The majority of the land is comprised of deciduous forest and meadows, with a small portion of land considered as a disturbed yard, which is immediately adjacent to residential buildings in the southwest corner of the site.

2.2 OIL AND GAS FACILITIES

At the time this Plan was prepared, no active or non-active gas wells are located within or near the Plan boundary.

2.3 ADJACENT LAND USES

Bordering the Plan to the west, and a portion of the northern and southern border is residential development, predominately in the form of single-detached dwellings, lakeside cabins, and roadways. Bordering the site to the north is undeveloped land, mostly covered by deciduous forest. Bordering the east of the Plan area is a railroad right-of-way that is now used as a trail, and the Alberta Beach Golf Resort. The Plan site is approximately seventy-five (75) metres from Lac Ste. Anne.

2.4 WETLANDS AND WATERCOURSE

One wetland was identified through the Biophysical Assessment (herein referred to as 'the BA'), which can be found in entirety in Appendix B. It is located in the northeast quadrant of the parcel and is approximately 0.095 ha. This wetland has been classified as a seasonal shrubby swamp, and is expected to be fed by overland flows and/or marginally influenced by groundwater. There was no observed inlet or outlet to the wetland.

Although infill of the shrubby swamp is possible, any alterations to the wetland require a Water Act approval, and compensation payments to Alberta Environment and Parks (AEP). As a result, the Sunset Point RV ASP has been developed to avoid any alternation to the state of the shrubby swamp. Findings from the 'BA' determined that the wetland is not Crown claimable, however, it is suggested that the Summer Village should claim the land as environmental reserve.

2.5 TECHNICAL STUDIES

As a part of the preparation and policy development of this Plan, technical studies were completed in its support, which include a Traffic Impact Assessment, Biophysical Assessment, Geotechnical Investigation, and a Servicing Report. These studies can be found in Appendix A, B, C, and D, respectively.

03 : LAND USE STRATEGY

This section describes the land use strategy for the Sunset Point RV ASP by determining the vision, principles, and land use statistics. Additionally, this section sets out policies that will guide land development to achieve the vision for development and the objectives of this plan.

3.1 VISION

The future land use concept for the Plan area is established by Figure 3 – Land Use Concept. Development is anticipated to generally conform to the concept illustrated in this figure. Implementation of the Plan will generally follow Figure 6 – Development Staging, however more detailed implementation will be determined by the developers. The vision for development articulates how development will take place in order to guide the objectives and policies of the plan, and to address stakeholder and public input.

VISION

At build-out, the Sunset Point RV ASP will provide a suitable location for seasonal cabin and RV dwellings within the Village of Sunset Point. This development will enable an increased residential dwelling choice for those who wish to inhabit the Summer Village and enjoy the natural and local amenities and atmosphere. The development will seek to maintain and enhance the character of the existing neighbourhood, and the addition of new residents will further contribute to the social and economic viability of the Summer Village and surrounding municipalities.

3.2 PRINCIPLES FOR DEVELOPMENT

Principles for development are strategic drivers that help achieve the vision when they are delivered. The objectives outlined in the following sections align with development of the principles and direct development in the Plan area to achieve the vision for growth.

INTEGRATE INTO AND ENHANCE THE EXISTING COMMUNITY

- Incorporate land uses that transition sensitively to the existing community.
- Provide for additional residential dwelling opportunities.
- Provide safe and efficient access to the Plan area that connects with existing infrastructure.

MAINTAIN ENVIRONMENTAL INTEGRITY

- Maintain ecologically sensitive areas and existing tree coverage, where possible.
- Reduce the impact of development on existing wildlife populations and habitat.

INTEGRATE SERVICES EFFICIENTLY

- Provide efficient and effective servicing that integrates into the existing network.

3.3 LAND USE STATISTICS

The following table provides a breakdown of the land use statistics for the site:

Land Uses	Area (Acres)	Percentage (%)
Gross Area	15.38	100%
Environmental Reserve	0.23	1.50%
PUL (*Includes Stormwater Management Facility)	1.19	7.74%
Roads	2.11	13.72%
Recreational Vehicles	9.48	64.39%
Cabin Lots/Park Models	2.18	11.42%
Amenities	0.19	1.23%

Figure 2: Concept Plan



3.4 LAND USE CONCEPT

The entirety of the development relates to creating a cabin and RV park comprised of RV lots and cabin lots. This mix provides a choice in housing accommodation that is similar to existing residential dwellings in the Summer Village of Sunset Point, and encourages development that is respectful and similar to the scale and massing, of the adjoining neighbourhood.

▼ **Figure 3: Land Use Concept**



3.4.1 Development Policies and Objective

OBJECTIVE: To provide the framework for orderly development of the Plan area consistent with the general intent and purpose of the Summer Village of Sunset Point's Municipal Development Plan.

Policy 3.4.1.1 The location of land uses **shall** be generally consistent with Figure 3 – Land Use Concept.

Policy 3.4.1.2 Development **should** generally follow Figure 3 – Land Use Concept. The Land Use Concept is provided as a guideline and while deviation from this concept is anticipated once detailed design commences, the development **shall** allow for the future development of cabin and RV lots, and overall infrastructure provisions to the satisfaction of the Development Authority.

Policy 3.4.1.3 All development **shall** be provided with full municipal services.

- i. Temporary private servicing alternatives **may** be permitted at the sole discretion of the Development Authority in order to facilitate development that is not contiguous to services where the Summer Village deems it to be in their best interest.

Policy 3.4.1.4 As a condition of development, a Historic Resource Impact Assessment (HRIA) **shall** be prepared by a qualified professional prior to construction.

Policy 3.4.1.5 The development **shall** be established as a single condominium corporation.

3.4.2 Environment Policies and Objective

OBJECTIVE: To appropriately plan for and mitigate adverse effects of development within the Plan area on the natural environment and wildlife.

Policy 3.4.2.1 Buffers of wetland **shall** comply with appropriate provincial policy *Stepping Back from the Water: A Beneficial Management Practices Guide from New Development Near Water Bodies in Alberta's Settled Region*.

Policy 3.4.2.2 Wetlands and watercourses, and setbacks to wetlands and watercourses **may** be identified and retained by the municipality as Environmental Reserve at the time of development as indicated in Figure 3 – Land Use Concept.

Policy 3.4.2.3 During the detailed design of the Plan area, considerations **should** be given to protecting and preserving as much of the existing deciduous forest as possible. During the construction phase of the future development, tree protection methods **should** be used to mitigate any harmful impacts construction may have on the existing trees being retained.

Policy 3.4.2.4 Fencing in between the Plan area and adjoining lands, RV lots and/or cabins **should** be avoided to maintain ecological connectivity to within and beyond the subject parcel. If fencing is used, the fencing **should** only be wildlife permeable fencing.

04 : INFRASTRUCTURE

This section describes the framework for transportation and servicing concepts, including related topics. The road network plays an important role in how vehicles move within, through and beyond the site. The road network is developed based on the road classification system that determines the right of way width. Local roads feed into collector roads that feed into arterial road networks and is based on their carrying capacity from forecast traffic volumes.

The Sunset Point MDP contains provisions that require the connection of development to sanitary/sewer services, access to potable water, plans to address storm water management, and provisions relating to the onsite connection to shallow utilities.

4.1 TRANSPORTATION AND ACCESS

At present, access to the Plan area is provided through one local private road with the provision of an emergency breakaway. To facilitate the future development of the Plan area, an internal roadway network will be constructed in accordance with Figure 3 – Land Use Concept.

4.1.1 Transportation and Access Policies and Objective

OBJECTIVE: To provide appropriate infrastructure for the safe and efficient movement of traffic in and out of the Plan area.

Policy 4.1.1.1 Access to the Plan area **shall** be the location indicated within Figure 3 – Land Use Concept. The access along 42 Street **shall** be used for emergency purposes only.

Policy 4.1.1.2 Internal traffic **shall** move as indicated in Figure 3 – Land Use Concept.

Policy 4.1.1.3 The site entrance **should** be constructed with a simple intersection treatment with a corner radius designed to accommodate a recreational vehicle.

Policy 4.1.1.4 During the construction phase, the Plan area **should** have additional street lighting installed at the entrance and exit access location.

4.1.2 Road Network Policies and Objective

OBJECTIVE: To develop an internal road network that supports the traffic capacity arising from within the Plan area and connects with the existing Summer Village of Sunset Point's Road network.

Policy 4.1.2.1 Roads within the Plan area **shall** be generally be consistent with Figure 3 – Land Use Concept.

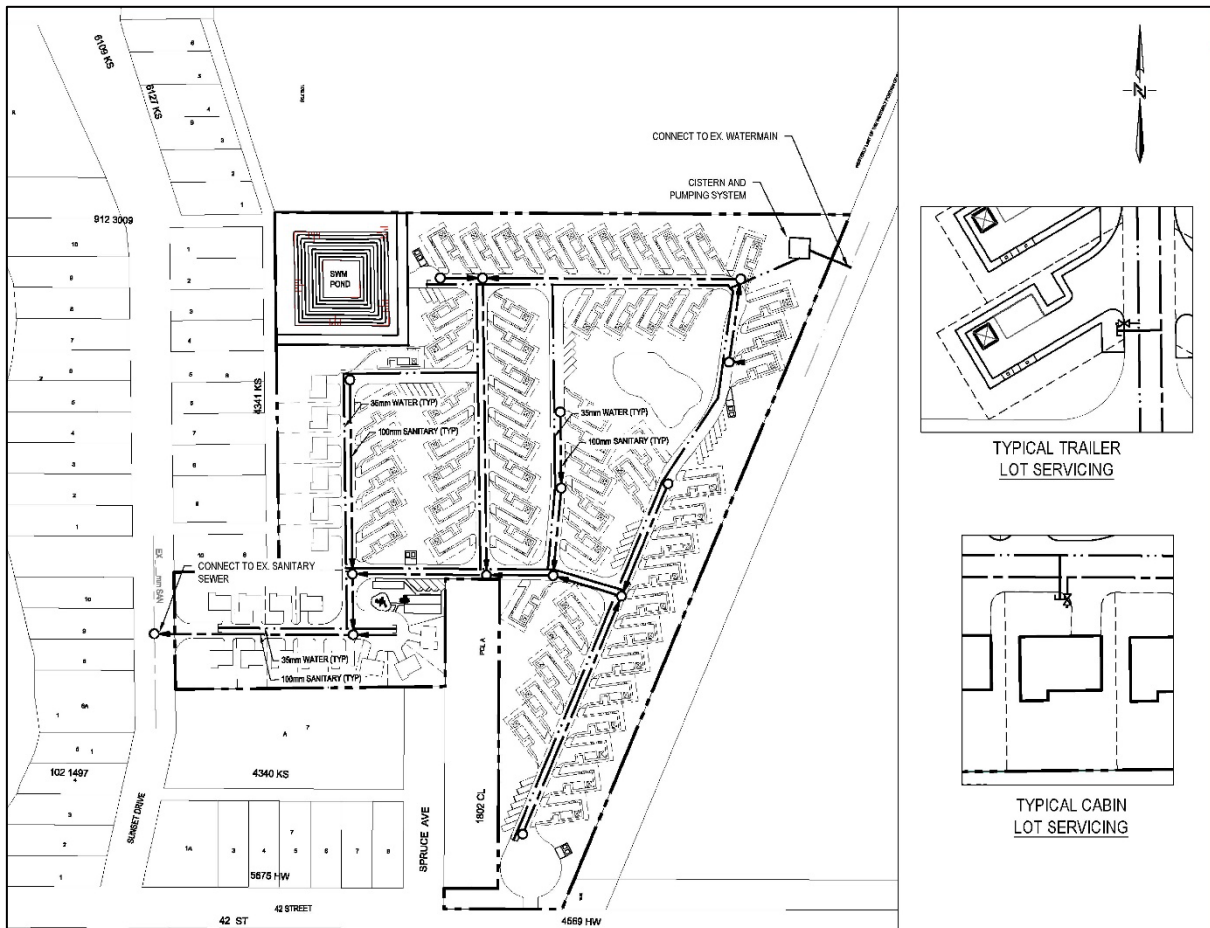
Policy 4.1.2.2 The road **shall** be maintained and managed through a condominium corporation.

Policy 4.1.2.2 **Policy 4.1.2.3** The construction of internal roads **shall** use cold mix or other similar application, for surfacing to prevent dust.

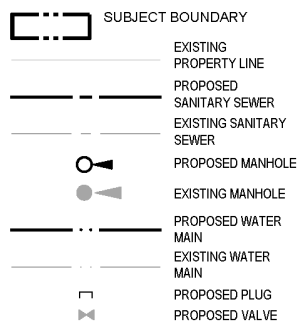
4.2 WATER DISTRIBUTION

Figure 4 – Water and Sanitary Services provides a conceptual layout and sizing for the proposed extension of the water distribution system to service the proposed Sunset Park RV development.

▼ **Figure 4: Water and Sanitary Services**



LEGEND



NOTES

- 1) DIMENSIONS ARE IN METER AND DECIMAL THEREOF
- 2) TYPICAL LOT SERVICES
100mm SANITARY
35mm WATER

4.2.1 Water Distribution Policies and Objective

OBJECTIVE: To provide a public water distribution system that services the Plan area, and provides adequate capacity for domestic use.

Policy 4.2.1.1 The future development **shall** provide for potable water onsite, in general accordance with Figure 4 – Water and Sanitary Services.

Policy 4.2.1.2 The water system **shall** be designed and constructed in compliance with the engineering standards set by the Development Authority.

Policy 4.2.1.3 ~~The developer shall~~ collaborate with Village administration to provide a water connection valve at the connection point to the watermain.

~~Policy 4.2.1.2~~**Policy 4.2.1.4** The developer shall provide a minimum of a 3-metre easement as indicated in Figure 4 to contribute to providing a future public water connection to the community. The Village would need to obtain another 3-metre easement from the adjoining property. An access easement will be created for the Village to enable an access to the water infrastructure.

4.3 SANITARY SERVICES

Figure 4 – Water and Sanitary Services provides the conceptual routing and sizing of the sanitary sewer collection system within Sunset Point RV ASP.

4.3.1 Sanitary Services Policies and Objective

OBJECTIVE: To provide sanitary sewer infrastructure that connects to the Village of Sunset Point's public system and provides service to the Plan area.

Policy 4.3.1.1 Any future development within the Plan area **shall** connect to the Tri-Village Sewer Service in general accordance with Figure 4 – Water and Sanitary Services.

Policy 4.3.1.2 The internal sanitary collection system as shown in Figure 4 **shall** be a shallow seasonal design with a shut off valve installed where it connects to deep sanitary system construction to the satisfaction of the Development Authority. Should a deep sanitary system be installed for servicing the proposed cabin units and Park Models an easement shall be provided for access to the deep sanitary system by the Development Authority to provide a year-round service.;

~~Policy 4.3.1.2~~**Policy 4.3.1.3** Any activity that alters, impacts, occupies, or crosses the natural waterbody within the Plan area, as indicated in Figure 3 – Land Use Concept, will require permission under the Public Lands Act.

4.4 STORMWATER MANAGEMENT

▼ Figure 5: Stormwater Management



4.4.1 Stormwater Management Policies and Objective

OBJECTIVE: To manage stormwater that mitigates the potential for flooding or direct run off into receiving natural watercourses.

Policy 4.4.1.1 Any future development within the Plan area **shall** manage stormwater that is generally in accordance with Figure 5 – Stormwater Management through the condominium corporation.

Policy 4.4.1.2 The stormwater management plan **shall** be general accordance with the V3 Stormwater Management report titled “Servicing Report” and dated October 22nd, 2020, found in Appendix D.

Policy 4.4.1.3 Any activity that alters, impacts, occupies, or crosses the natural waterbody will require permission under the Public Lands Act.

Policy 4.4.1.3 **Policy 4.4.1.4** A trail connection may be installed within the Public Utility Lot (PUL) as indicated in Figure 5, providing a pedestrian access to the public road.

4.5 SHALLOW UTILITIES

4.5.1 Shallow Utilities Policies and Objective

OBJECTIVE: To provide underground distribution for telecommunications, power, and natural gas utilities to service the Plan area.

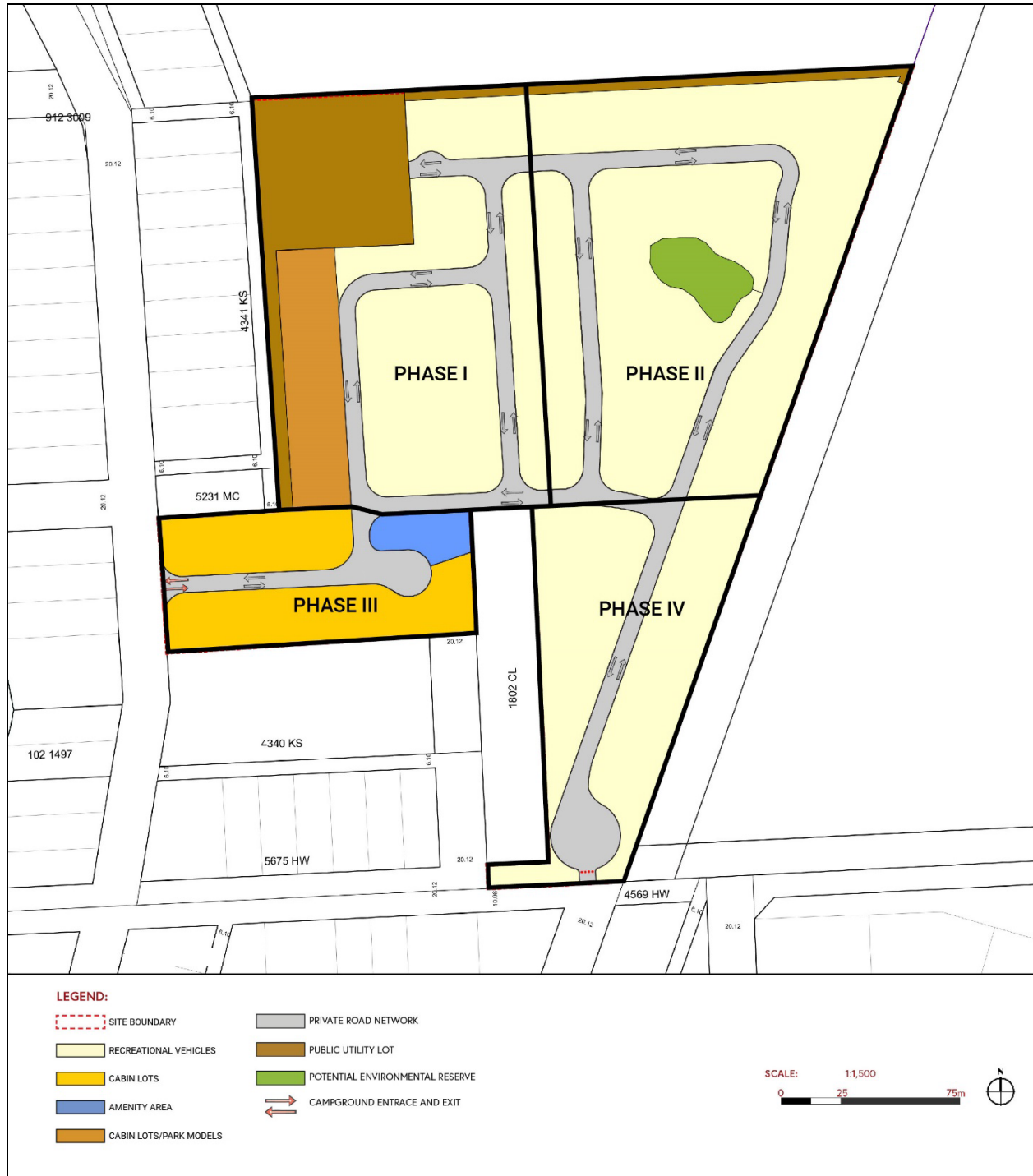
Policy 4.5.1.1 The future development of the Plan area **shall** include utility services to meet the needs of its residents.

Policy 4.5.1.2 The location of shallow utilities **shall** be in accordance with the Summer Village of Sunset Point’s and utility operators’ requirements, and will be determined during the detailed design stage.

05 : IMPLEMENTATION

This section describes the development staging, and the amendment procedures and monitoring of the Sunset Point ASP.

▼ **Figure6:** Development Staging



5.1 DEVELOPMENT STAGING

The Sunset Point RV ASP has been prepared on the basis of contiguous phasing of development over time that is reflected in Figure 6 – Development Staging.

5.1.1 Development Staging Policies and Objective

OBJECTIVE: To enable the development to move forward in accordance with the phasing while providing flexibility to enable the development to respond to market conditions.

Policy 5.1.1.1 Development **should** unfold in general accordance with the phasing plan indicated in Figure 6 – Development Staging.

Policy 5.1.1.2 Development **should** be carried out in accordance with meeting the Summer Village's, Provincial, or Federal regulations that are applicable to the development.

Policy 5.1.1.3 Development **shall** be in general accordance with the land use concept plan outlined in Figure 3 – Land Use Concept.

5.2 AMENDMENT PROCEDURES AND MONITORING

The following section provides a framework for monitoring and amending the Sunset Point RV ASP.

5.2.1 Amendment Procedures and Monitoring Policies and Objective

OBJECTIVE: To provide a clear and consistent approach to amending this Plan.

Policy 5.2.1.1 This Plan **shall** be adopted through a bylaw pursuant to Section 633 of the Province of Alberta's Municipal Government Act. Development proposals that do not meet the policies and guidelines in this Plan **shall** require a Plan amendment to be adopted by Council.

Policy 5.2.1.2 In reviewing proposals for a Plan amendment, Council **shall** consider the following:

- i. How well the proposed amendment supports this Plan's vision and its goals for development.
- ii. The potential impacts from the proposed changes on the environment and existing development.
- iii. The ability of municipal infrastructure to support the type of development envisioned.
- iv. The public's opinion gathered through a consultation program.

Policy 5.2.1.3 Policies, text, and mapping information contained in this document **may** be amended from time to time by a Council approved Bylaw. These Bylaw Amendments **shall** ensure the ASP responds to and remains current with planning and development policies and trends that affect development.

Policy 5.2.1.4 Any amendments to the Sunset Point RV ASP involving policies, text, or mapping should be completed in accordance with the Municipal Government Act, the Municipal Development Plan, and all other applicable bylaws, policies, and procedures of the Approving Authority.

Appendix A

Traffic Impact Assessment

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Appendix B

Biophysical Assessment

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Appendix C

Geotechnical Investigation

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Appendix D

Servicing Report

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Appendix E

ASP Maps



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7.0 A. Financial Statements

Recommendation:

That Council approves the 2022 Financial Statements as presented.

Background.

Statements will be provided closer to the date of the meeting

SUMMER VILLAGE OF SUNSET POINT

FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2022

DRAFT FOR DISCUSSION PURPOSES ONLY

INDEPENDENT AUDITORS' REPORT

To the Mayor and Members of Council of the Summer Village of Sunset Point

Opinion

We have audited the accompanying financial statements of the Summer Village of Sunset Point (the Summer Village), which comprise the statement of financial position as at December 31, 2022, and the statements of operations and accumulated surplus, changes in net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Summer Village as at December 31, 2022, and the results of its operations and, changes in net financial assets, 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.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Other Matter

The financial statements for the year ended December 31, 2020 were audited by another independent auditor who expressed an unmodified opinion on those financial statements on April 9, 2021.

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

Management is responsible for the preparation and fair presentation of these 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 related 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.

(continues)



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 it 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:

- 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 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.

Chartered Professional Accountants

Edmonton, Alberta

MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL STATEMENTS

Administration is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian public sector accounting standards. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgemental is required.

In discharging its responsibility for the integrity and fairness of the financial statements, Administration designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded, and financial records are properly maintained to provide reliable information for the preparation of the financial statements.

The elected Mayor and Council of the Summer Village of Sunset Point are composed entirely of individuals who are neither administration nor employees of the Summer Village. The Mayor and Council have the responsibility of meeting with Administration and the external auditors to discuss the internal controls over the financial reporting process, auditing matters, and financial reporting issues. The Mayor and Council are also responsible for the appointment of the Summer Village's external auditors.

METRIX Group LLP, an independent firm of Chartered Professional Accountants, is appointed by Council to audit the financial statements and to report directly to them. The external auditors have full and free access to and meet periodically and separately with both the Mayor and Council and Administration to discuss their audit findings.

Matthew Ferris, Chief Administrative Officer

Summer Village of Sunset Point, Alberta
May 3 2023

**SUMMER VILLAGE OF SUNSET POINT
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2022**

	<u>2022</u>	<u>2021</u>
FINANCIAL ASSETS		
Cash (Note 2)	\$ 459,999	\$ 568,451
Receivables		
Taxes receivable (Note 3)	360,770	32,237
Government transfers receivable (Note 4)	59,064	147,802
Goods and services tax receivable	19,944	17,175
Trade and other receivables	<u>1,399</u>	<u>1,399</u>
	<u>901,176</u>	<u>767,064</u>
LIABILITIES		
Accounts payable and accrued liabilities	34,289	100,494
Prepaid taxes	-	-
Deferred revenue (Note 5)	<u>409,680</u>	<u>367,441</u>
	<u>443,969</u>	<u>467,935</u>
NET FINANCIAL ASSETS	<u>457,207</u>	<u>299,129</u>
NON-FINANCIAL ASSETS		
Tangible capital assets (Schedule 6)	1,306,236	1,318,158
Prepaid expenses	<u>600</u>	<u>-</u>
	<u>1,306,836</u>	<u>1,318,158</u>
ACCUMULATED SURPLUS (Note 8)	<u>\$ 1,764,043</u>	<u>\$ 1,617,287</u>

SUMMER VILLAGE OF SUNSET POINT
STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2022

	<u>2022</u> (Budget) (Note 11)	<u>2022</u> (Actual)	<u>2021</u> (Actual)
REVENUES			
Net municipal property taxes (Schedule 3)	\$ 521,630	\$ 500,765	\$ 397,703
User fees and sales of goods	100,000	87,200	87,200
Government transfers for operating (Schedule 4)	8,694	88,185	84,804
Franchise	16,000	19,791	18,279
Penalties and costs on taxes	7,500	95,550	8,174
Rentals	4,350	3,600	4,500
Interest income	-	14,509	3,745
Other	4,700	3,566	8,503
	<u>662,874</u>	<u>813,166</u>	<u>612,908</u>
EXPENSES			
Council and legislative	29,200	20,563	20,989
Administration	135,257	162,852	105,181
Fire protection and safety services	72,546	42,404	67,141
Roads, streets, walks, and lighting	117,300	173,355	170,131
Waste management and recycle	29,000	33,057	35,597
Water and sewer	216,886	220,410	218,784
Parks and recreation	62,515	63,395	57,987
	<u>662,704</u>	<u>716,036</u>	<u>675,810</u>
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES BEFORE OTHER INCOME	<u>170</u>	<u>97,130</u>	<u>(62,902)</u>
OTHER INCOME			
Government transfers for capital (Schedule 4)	-	49,626	182,560
	<u>-</u>	<u>49,626</u>	<u>182,560</u>
EXCESS (DEFICIT) OF REVENUE OVER EXPENSES	170	146,756	119,658
ACCUMULATED SURPLUS, BEGINNING OF YEAR	<u>1,617,287</u>	<u>1,617,287</u>	<u>1,497,629</u>
ACCUMULATED SURPLUS, END OF YEAR	<u>\$ 1,617,457</u>	<u>\$ 1,764,043</u>	<u>\$ 1,617,287</u>

SUMMER VILLAGE OF SUNSET POINT
STATEMENT OF CHANGES IN NET FINANCIAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2022

	<u>2022</u> (Budget) (Note 11)	<u>2022</u> (Actual)	<u>2021</u> (Actual)
EXCESS (DEFICIT) OF REVENUE OVER EXPENSES	\$ <u>170</u>	\$ <u>146,756</u>	\$ <u>119,658</u>
Acquisition of tangible capital assets	-	(49,626)	(205,965)
Amortization of tangible capital assets	-	61,548	58,717
Net change in prepaid expenses	<u>-</u>	<u>(600)</u>	<u>-</u>
INCREASE IN NET FINANCIAL ASSETS	170	158,078	(27,590)
NET FINANCIAL ASSET, BEGINNING OF YEAR	<u>299,129</u>	<u>299,129</u>	<u>326,719</u>
NET FINANCIAL ASSETS, END OF YEAR	\$ <u><u>299,299</u></u>	\$ <u><u>457,207</u></u>	\$ <u><u>299,129</u></u>

SUMMER VILLAGE OF SUNSET POINT
STATEMENT OF CHANGES IN CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2022

	<u>2022</u>	<u>2021</u>
OPERATING ACTIVITIES		
Excess (deficit) of revenue over expenses	\$ 146,756	\$ 119,658
Non-cash items included in annual surplus:		
Amortization of tangible capital assets	61,548	58,717
Change in non-cash working capital balances:		
Taxes receivable	(328,533)	(6,061)
Government transfers receivable	88,738	(72,763)
Goods and services taxes receivable	(2,769)	9,541
Accounts payable and accrued liabilities	(66,205)	18,404
Deferred revenue	42,239	11,614
Prepaid expenses	(600)	-
CASH FROM OPERATING ACTIVITIES	<u>(58,826)</u>	<u>139,110</u>
Purchase of tangible capital assets	(49,626)	(205,965)
CASH USED FOR INVESTING ACTIVITIES	<u>(49,626)</u>	<u>(205,965)</u>
INCREASE (DECREASE) IN CASH	(108,452)	(66,855)
CASH, BEGINNING OF YEAR	<u>568,451</u>	<u>635,306</u>
CASH, END OF YEAR	<u>\$ 459,999</u>	<u>\$ 568,451</u>

SUMMER VILLAGE OF SUNSET POINT
SCHEDULE OF CHANGES IN ACCUMULATED SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2022

SCHEDULE 1

	Unrestricted <u>Surplus</u>	Restricted <u>Surplus</u>	Equity in Tangible <u>Capital Assets</u>	2022 <u>Total</u>	2021 <u>Total</u>
Balance, Beginning of Year	\$ 177,347	\$ 121,782	\$ 1,318,158	\$ 1,617,287	\$ 1,497,629
Excess (deficit) of Revenue over Expenses	146,756	-	-	146,756	119,658
Purchase of tangible capital assets	(49,626)	-	49,626	-	-
Annual amortization expense	<u>61,548</u>	<u>-</u>	<u>(61,548)</u>	<u>-</u>	<u>-</u>
Balance, End of Year	<u>\$ 336,025</u>	<u>\$ 121,782</u>	<u>\$ 1,306,236</u>	<u>\$ 1,764,043</u>	<u>\$ 1,617,287</u>

SUMMER VILLAGE OF SUNSET POINT
SCHEDULE OF EQUITY IN TANGIBLE CAPITAL ASSETS
SCHEDULE 2
FOR THE YEAR ENDED DECEMBER 31, 2022

	<u>2022</u>	<u>2021</u>
BALANCE, BEGINNING OF YEAR	\$ 1,318,158	\$ 1,170,910
Purchase of tangible capital assets	49,626	205,965
Amortization of Tangible Capital Assets	<u>(61,548)</u>	<u>(58,717)</u>
BALANCE, END OF YEAR	<u>\$ 1,306,236</u>	<u>\$ 1,318,158</u>

Equity in Tangible Capital Assets is Comprised of the Following:

Tangible capital assets (net book value)	\$ 1,306,236	\$ 1,318,158
Capital long-term debt	<u>-</u>	<u>-</u>
	<u>\$ 1,306,236</u>	<u>\$ 1,318,158</u>

**SUMMER VILLAGE OF SUNSET POINT
SCHEDULE 3
SCHEDULE OF PROPERTY TAXES LEVIED
FOR THE YEAR ENDED DECEMBER 31, 2022**

	<u>2022</u> (Budget) (Note 11)	<u>2022</u> (Actual)	<u>2021</u> (Actual)
TAXATION			
Real property taxes	\$ -	\$ 694,918	\$ 579,423
	-	694,918	579,423
REQUISITIONS			
Alberta School Foundation Fund	-	179,106	167,592
Greater North Foundation	-	15,047	14,128
	-	194,153	181,720
NET MUNICIPAL TAXES	\$ -	\$ 500,765	\$ 397,703

**SUMMER VILLAGE OF SUNSET POINT
SCHEDULE 4
SCHEDULE OF GOVERNMENT TRANSFERS
FOR THE YEAR ENDED DECEMBER 31, 2022**

	<u>2022</u> (Budget) (Note 11)	<u>2022</u> (Actual)	<u>2021</u> (Actual)
TRANSFERS FOR OPERATING			
Provincial government	\$ -	\$ 88,185	\$ 84,804
	-	88,185	84,804
TRANSFERS FOR CAPITAL			
Provincial government	-	49,626	182,560
	-	49,626	182,560
TOTAL GOVERNMENT TRANSFERS	\$ -	\$ 137,811	\$ 267,364

SUMMER VILLAGE OF SUNSET POINT
SCHEDULE OF SEGMENT DISCLOSURES
FOR THE YEAR ENDED DECEMBER 31, 2022

SCHEDULE 5

	Legislative & Administration	Protective Services	Transportation	Waste Management	Water & Sewer	Parks & Recreation	<u>2022</u> Total	<u>2021</u> Total
REVENUE								
Net municipal taxation	\$ 500,765	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,765	\$ 397,703
Penalties and costs on taxes	95,550	-	-	-	-	-	95,550	8,174
User fees and sales of goods	-	-	-	-	87,200	-	87,200	87,200
Government transfers	88,185	-	-	-	-	-	88,185	84,804
Franchise	-	-	19,791	-	-	-	19,791	18,279
Rentals	3,600	-	-	-	-	-	3,600	4,500
Investment income	14,509	-	-	-	-	-	14,509	3,745
All other	3,567	-	-	-	-	-	3,566	8,503
	<u>706,176</u>	<u>-</u>	<u>19,791</u>	<u>-</u>	<u>87,200</u>	<u>-</u>	<u>813,166</u>	<u>612,908</u>
EXPENSES								
Contracted and general services	140,794	42,404	11,653	33,057	-	12,217	240,125	212,836
Salaries, wages, and benefits	18,024	-	-	-	-	42,405	60,429	67,064
Materials, goods & utilities	17,477	-	19,642	-	-	-	37,119	28,005
Insurance	3,994	-	-	-	-	-	3,994	3,734
Transfers - local board/agencies	-	-	83,056	-	220,410	8,773	312,239	304,872
Bank charges & interest	582	-	-	-	-	-	582	582
Amortization	2,544	-	59,004	-	-	-	61,548	58,717
	<u>183,415</u>	<u>42,404</u>	<u>173,355</u>	<u>33,057</u>	<u>220,410</u>	<u>63,395</u>	<u>716,036</u>	<u>675,810</u>
NET REVENUE (DEFICIT)	<u>\$ 522,761</u>	<u>\$ (42,404)</u>	<u>\$ (153,564)</u>	<u>\$ (33,057)</u>	<u>\$ (133,210)</u>	<u>\$ (63,395)</u>	<u>\$ 97,130</u>	<u>(62,902)</u>
Government transfers for capital	49,626	-	-	-	-	-	49,626	182,560
NET REVENUE (DEFICIT)	<u>\$ 572,387</u>	<u>\$ (42,404)</u>	<u>\$ (153,564)</u>	<u>\$ (33,057)</u>	<u>\$ (133,210)</u>	<u>\$ (63,395)</u>	<u>\$ 146,756</u>	<u>119,658</u>

**SUMMER VILLAGE OF SUNSET POINT
SCHEDULE OF TANGIBLE CAPITAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2022**

SCHEDULE 6

	<u>Land</u>	<u>Buildings</u>	<u>Engineered Structures</u>	<u>Machinery & Equipment</u>	<u>2022</u>	<u>2021</u>
COST:						
Balance, Beginning of Year	\$ 517,004	\$ 160,772	\$ 1,854,141	\$ 24,184	\$ 2,556,101	\$ 2,350,136
Additions	<u>-</u>	<u>-</u>	<u>49,626</u>	<u>-</u>	<u>49,626</u>	<u>205,965</u>
Balance, End of Year	<u>517,004</u>	<u>160,772</u>	<u>1,903,767</u>	<u>24,184</u>	<u>2,605,727</u>	<u>2,556,101</u>
ACCUMULATED AMORTIZATION:						
Balance, Beginning of Year	-	38,453	1,189,132	10,358	1,237,943	1,179,226
Amortization expense	<u>-</u>	<u>2,544</u>	<u>58,201</u>	<u>803</u>	<u>61,548</u>	<u>58,717</u>
Balance, End of Year	<u>-</u>	<u>40,997</u>	<u>1,247,333</u>	<u>11,161</u>	<u>1,299,491</u>	<u>1,237,943</u>
NET BOOK VALUE	<u>\$ 517,004</u>	<u>\$ 119,775</u>	<u>\$ 656,434</u>	<u>\$ 13,023</u>	<u>\$ 1,306,236</u>	<u>\$ 1,318,158</u>

SUMMER VILLAGE OF SUNSET POINT
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022

1. SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Summer Village of Sunset Point (the "Summer Village") are the representations of management prepared in accordance with Canadian generally accepted accounting principles for local governments established by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountant of Canada. 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, changes in net financial position and cash flows of the reporting entity. This entity is comprised of the municipal operations plus all of the organizations that are owned or controlled by the Summer Village and are, therefore, accountable to Council for the administration of their financial affairs and resources.

The schedule of taxes levied also includes requisitions for education, health, social and other external organizations that are not part of the Summer Village's reporting entity.

(b) Basis of accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Revenues are accounted for in the period in which the transactions or events occurred that gave rise to the revenues are reliably measured and reasonably estimated. 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, contributions and other amounts are received from third parties pursuant to legislation, regular or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user fees are collected for which the related services have yet to be performed. Revenues are recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

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

(c) 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 change in net financial assets for the year.

(CONT'D)

**SUMMER VILLAGE OF SUNSET POINT
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022**

1. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

(d) 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 expenditure during the period. Where management uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

Accounts receivable are stated after evaluation as to their collectibility and an appropriate allowance for doubtful accounts is provided where considered necessary. The amounts recorded for valuation of tangible capital assets, the useful lives and related amortization of tangible capital assets are areas where management makes significant estimates and assumptions in determining the amounts to be recorded in the financial statements.

(e) Cash and Temporary Investments

Cash and cash equivalents consists of cash on hand, cash in banks and deposits with an original maturity date of purchase of three months or less. Due to the short term maturity of these investments, their carrying value approximates fair value.

(f) Investments

Investments are recorded at amortized cost. Investment premiums and discounts are amortized on the net present value basis over the term of the respective investment. When there has been a loss in value that is other than a temporary decline, the investment is written down to recognize the loss.

(g) Local Improvements

When a service or improvement is deemed to benefit a specific area more than the municipality as a whole, the project may be classified as a local improvement under the *Municipal Government Act*, to be paid in whole or in part by a tax imposed on the benefiting property owners. The property owner's share of the improvements is recognized as revenue, and established as a receivable, in the period that the project expenditures are completed.

(h) Debt Charges Recoverable

Debt charges recoverable consist of amounts that are recoverable from municipal agencies or other local governments with respect to outstanding debentures or other long-term debt pursuant to annexation orders or joint capital undertakings. These recoveries are recorded at a value that equals the offsetting portion of the un-matured long-term debt, less actuarial requirements for the retirement of any sinking fund debentures.

(i) Inventories for Resale

Land held for resale is recorded at the lower of cost or net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping and leveling charges. Related development costs incurred to provide infrastructure such as water and wastewater services, roads, sidewalks and street lighting are recorded as physical assets under their respective function.

(CONT'D)

**SUMMER VILLAGE OF SUNSET POINT
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022**

1. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

(j) Tax Revenue

Property tax revenue is based on market value assessments determined in accordance with the *Municipal Government Act*. Tax 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 property assessments during the period of the related borrowing. These levies are collectible from property owners for work performed by the Summer Village. Under the accrual basis of accounting, revenues to be received from local improvement assessments are recognized in full in the period the local improvement project costs are incurred and the passing of the related imposition by-law.

(k) Government transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or are the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

(l) Equity in tangible capital assets

Equity in tangible capital assets represents the Summer Village's net investment in tangible capital assets, after deducting the portion financed by third parties through debenture, bond and mortgage debts, long-term capital borrowing, capital leases or other capital liabilities.

(m) Requisition 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.

(CONT'D)

**SUMMER VILLAGE OF SUNSET POINT
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022**

1. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

(n) *Tangible Capital Assets*

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to the acquisition, construction, development or betterment of the asset. Contributed assets are capitalized and are recorded at their estimated fair value upon acquisition and are also recorded as revenue. Construction in progress represents assets which are not available for productive use and therefore are not subject to amortization. The cost, less residual value, of tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

	<u>Years</u>
Buildings	50
Engineered structures	10 - 20
Machinery and equipment	10 - 20

Amortization is charged in the year of acquisition and no amortization is charged in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

Leases

Leases are classified as capital or operating. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred

Inventory

Inventory held for consumption is valued at the lower of cost or replacement cost, with cost determined by the average cost method.

SUMMER VILLAGE OF SUNSET POINT
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022

2. CASH

	<u>2022</u>	<u>2021</u>
Operating cash	\$ 382,553	\$ 487,700
Internally restricted cash	<u>77,446</u>	<u>80,751</u>
	<u>\$ 459,999</u>	<u>\$ 568,451</u>

Included in internally restricted cash are external government funding received from the Municipal Sustainability Initiative, Federal Gas Tax Fund, and the Basic Municipal Transportation Grant and is held for approved projects.

3. TAXES RECEIVABLES

	<u>2022</u>	<u>2021</u>
Current taxes	\$ 342,104	\$ 22,345
Tax arrears	15,290	9,892
Under levy	<u>3,376</u>	<u>-</u>
	<u>\$ 360,770</u>	<u>\$ 32,237</u>

4. GOVERNMENT TRANSFERS RECEIVABLE

	<u>2022</u>	<u>2021</u>
Federal Gas Tax Fund	-	147,802
Municipal Sustainability Program	<u>59,064</u>	<u>-</u>
	<u>\$ 59,064</u>	<u>\$ 147,802</u>

5. DEFERRED REVENUE

Deferred revenue is comprised of the following amounts, which have been received from various third parties and are restricted to the eligible operating and capital projects as approved in the funding agreements for a specified purpose. These amounts are recognized as revenue in the period in which the related expenditures are incurred.

	<u>2021</u>	<u>Additions</u>	<u>Revenue Recognized</u>	<u>2022</u>
Municipal Sustainability Grant - capital	\$ 288,599	\$ 966	\$ (15,135)	\$ 274,430
Basic Municipal Transportation Grant	10,756	-	-	10,756
Municipal Sustainability Grant - operating	-	8,694	(8,694)	-
Federal Gas Tax Fund	35,344	15,127	(34,491)	15,980
Alberta Community Partnership	32,080	150,000	(74,228)	107,852
Municipal Stimulus Program	662	-	-	662
FCSS Grant	<u>-</u>	<u>5,262</u>	<u>(5,262)</u>	<u>-</u>
	<u>\$ 367,441</u>	<u>\$ 180,049</u>	<u>\$ (137,810)</u>	<u>\$ 409,680</u>

**SUMMER VILLAGE OF SUNSET POINT
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022**

6. 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>2022</u>	<u>2021</u>
Total debt limit	\$ 1,219,749	\$ 919,362
Total debt	-	-
Amount of debt limit unused	<u>\$ 1,219,749</u>	<u>\$ 919,362</u>
Service on debt limit	\$ 203,292	\$ 153,227
Service on debt	-	-
Amount of service on debt limit unused	<u>\$ 203,292</u>	<u>\$ 153,227</u>

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 at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the Summer Village. Rather, the financial statements must be interpreted as a whole.

7. SALARY AND BENEFITS DISCLOSURE

Disclosure of salaries and benefits for elected municipal officials and the chief administrative officer as required by *Alberta Regulation 313/2000* is as follows:

	<u>Salary</u>	<u>Benefits and Allowances</u>	<u>Total 2022</u>	<u>Total 2021</u>
Councillors:				
Jones Gwen	\$ 6,600	\$ 1,657	\$ 8,257	\$ 2,568
Packer Keir	6,225	2,068	8,293	2,436
Ekins Riley	5,625	1,085	6,710	2,436
Ann Morrison	-	-	-	2,910
Richard Martin	-	-	-	3,648
Brian Purnell	-	-	-	3,148
	<u>\$ 18,450</u>	<u>\$ 4,810</u>	<u>\$ 23,260</u>	<u>\$ 17,146</u>
Village Administrative Officer:	\$ 45,000	\$ 1,773	\$ 46,773	\$ 45,000
Assessor	10,540	-	10,540	10,400
Appeal Clerks	1,600	-	1,600	-
	<u>\$ 57,140</u>	<u>\$ 1,773</u>	<u>\$ 58,913</u>	<u>\$ 55,400</u>

Salary includes regular base pay, bonuses, lump sum payments, honoraria, and any other direct cash remuneration.

Benefits and allowances figures also include the Employer's share of the costs of additional taxable benefits including travel allowance.

SUMMER VILLAGE OF SUNSET POINT
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022

8. ACCUMULATED SURPLUS

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	<u>2022</u>	<u>2021</u>
Unrestricted surplus	\$ 336,025	\$ 177,347
Infrastructure reserve	121,782	121,782
Equity in tangible capital assets	<u>1,306,236</u>	<u>1,318,158</u>
	<u>\$ 1,764,043</u>	<u>\$ 1,617,287</u>

9. FINANCIAL INSTRUMENTS

(a) Credit risk

The Summer Village is subject to credit risk with respect to taxes receivables and trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the Summer Village provides services may experience financial difficulty and be unable to fulfil their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk.

(b) Fair value

The Summer Village's carrying value of cash, taxes receivable, trade and other receivables, investments, and accounts payable and accrued liabilities approximates its fair value due to the immediate or short-term maturity of these instruments.

(c) Currency risk

Currency risk is the risk to the Summer Village's earnings that arise from fluctuations of foreign exchange rates and the degree of volatility of these rates. It is management's opinion that the Summer Village is not exposed to significant interest or currency risk arising from these financial instruments.

SUMMER VILLAGE OF SUNSET POINT
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022

10. SEGMENTED INFORMATION

The Summer Village provides a range of services to its ratepayers. 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. Refer to the Schedule of Segmented Disclosure (Schedule 5).

11. BUDGET DATA

The budget data presented in these financial statements is based on the 2022 operating and capital budgets approved by Council on April 6, 2022. The budgeted figures have been presented for information purposes and are unaudited.

12. APPROVAL OF FINANCIAL STATEMENTS

Council and Management have approved these financial statements.

DRAFT FOR DISCUSSION PURPOSES ONLY

7.0 B . Onoway Regional Fire

Recommendation:

That Council accepts the discussion regarding Onoway Regional Fire for information

Background.

Administration just wanted Council to know that as per our contract with Onoway Fire Services they are required to provide our Budget allocations prior to the end of December.

This year and multiple others years their final Budget was established after the December deadline. This year the final bill is just over \$100.00 more than the Village had approved in their Budget. While not a significant value this has been an ongoing issue for Onoway and does pose a risk for the Municipality as a whole.

7.0 C . Fire Bans

Recommendation:

That Council accepts the discussion regarding Onoway Regional Fire for information

Background.

Currently there is not a fire ban in place and it is currently the opinion of the Fire Chief it is not required. Lac Ste. Anne County has requested that bans be put in place when they establish bans to avoid confusion and reduce risk. While entirely the decision of the Village Administration thought this should be brought up as the County Reeve contacted a handful of municipalities asking.

7.0 D . Trivillage Meeting

Recommendation:

That Council accepts the discussion regarding Trivillage Meeting for information and directs the Mayor to bring up the proposal suggested at the next TriVillage meeting.

Background.

With scheduling being an issue and all the struggles occur when the Trivillage Meetings get rescheduled. Administration is recommending we propose an alternative scheduling. Administration is suggesting we ask the tri village group to simply permanently schedule the Meetings as follows:

- First Thursday in April
- First Thursday in September
- First Thursday in December

7.0 E . Newsletter

Recommendation:

That Council accepts the draft newsletter for information.

Background.

The Newsletter scheduled to go out with taxes is attached for review and comment.

Sunset in the Summer

NEWSLETTER



Property Taxes

The Property Tax and Assessment Notice have been sent out on May 5th 2023.

To maximize your tax dollars Sunset Point approved a 0.5% tax increase on the municipal portion of your taxes. This is even after putting record amounts in reserves and planning to do multiple capital projects this year

Fire Insurance

Please read your fire insurance policy very carefully. Some insurance companies only insure for fire costs (cost to put out the fire, cost for backup and time spent fighting the fire) for a limited amount in some cases only up to \$10,000. Make sure your policy states that you are covered completely for the fire costs.

BIG PROJECTS IN 2023

Keep an eye out for multiple community engagement sessions this summer.

The Summer Village is currently reviewing a Regional Trail Master Plan where we need your feedback.

Also the Village has retained a consultant to conduct community engagement sessions regarding the viability of the Village and we want your feedback.

Assessment Complaints

Please note your Assessment Date is May 19th 2023. That means your deadline to file Assessment Complaints is 60 days from May 19th 2023

HEADING 8

BEACH ACCESSES

Beach Accesses

Accesses will remain locked. Should you as a resident require access to the beach accesses a lock box can be found at the Village Office. Please use the key and return it as soon as possible. This key lock box will be on the honour system and if the Village sees abuse of the system and Keys not returning on timely basis access to the keys will be removed and they will remain locked. The Code for the lock box is 0999

All Residents

1. In the event of an Emergency call 911
2. Remember Taxes are due June 30, 2021. Penalties will be applied to any outstanding taxes after June 30 2021. We accept cheques and post-dated cheques: The Summer Village of Sunset Point. Mailing address: PO Box 596 Alberta Beach AB T0E 0A0
3. Untidy & Vacant Lots. Owners are reminded to keep vacant lots mowed (Bylaw #140)
4. Fire Bans/Fireworks - please monitor the website www.sunsetpoint.ca for all updates.
5. Summer Village Contact Information: 780.665.5866 or office@sunsetpoint.ca
6. Emergency Numbers and contact numbers:
 - (780) 665-5866 - CAO and Development Officer
 - (780) 924-3434 - Peace Officer/Bylaw Enforcement
 - (780) 974-7341 - Sewer Blockages
 - (780) 967-2118 – Standstone Waste & Water Services(Waste/Recycling/Organics)
 - (780) 924-3336 - Fire Hall (Non-Emergencies)
 - (780) 967-1031- Fire Administration/Fire Permits
7. Off-Highway vehicles - not allowed in the road right of way or where signposted.

Please Note if you received this Newsletter and you have sold your property. Please contact the village at office@sunsetpoint.ca Land Titles is currently several months delayed in updating the titles and we are unable to update our system unless we get confirmation from your lawyer or land titles.

If you ever need a Village Bylaw you can access them via the website where the most common ones are posted. There is also a comprehensive list of the other Bylaws which are available upon request. You can find them at <https://sunsetpoint.ca/municipal-info/bylaws/>

STAY CONNECTED Register With Us

We are proud to announce the launch of our new Communication system Sunset Point Connect. This system will keep you informed about the latest news, events and information from our community and emergency information from the Regional Emergency management group. Alerting options include:



Voice Call



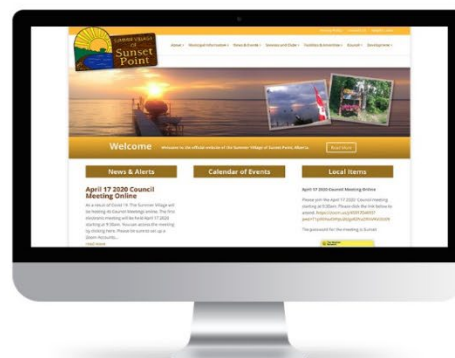
Text Messaging



Mass Email



Social Media



8.0 Committee Reports
A. Councillor Reports

Recommendation:

That Council accepts the Committee Reports for information.

Background.

9.0 CAO Reports

A. CAO Action List and Financials

Recommendation: That Council accepts the Update for information.

Background

Topic	Status
Cheques	Completed
Review Development Permit	Ongoing
Update Fee Bylaw	completed
Review Bylaw 336,337	Ongoing
Cheques	completed
General Inquiries	completed
Met with Contractor on Community Engagement	Ongoing
Prepped Tax Notices for Print	completed
Updated Newsletter	completed
Tax Payments	completed
Year End	Ongoing
Worked with Auditor	completed
Draft Wild Water Policy	Ongoing

Summer Village of Sunset Point

Budget vs. Actuals: Budget 2023 - FY23 P&L

January - December 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4010 Residential Taxes	791.52	488,222.00	-487,430.48	0.16 %
4020 Minimum Tax		31,166.00	-31,166.00	
4030 Linear Taxes		1,800.00	-1,800.00	
4040 Municipal Utility Tax		88,300.00	-88,300.00	
4050 ASFF Levy		185,000.00	-185,000.00	
4060 Lac Ste Anne Levy		16,621.00	-16,621.00	
4100 Penalties on Taxes		9,000.00	-9,000.00	
4200 Tax Certificates		1,100.00	-1,100.00	
4210 Franchise Fee Revenue	5,036.97	16,000.00	-10,963.03	31.48 %
4215 Development Permit Revenue	200.00	5,700.00	-5,500.00	3.51 %
4225 Boat Hoist Revneue		100.00	-100.00	
4230 Emergency Response Payments		100.00	-100.00	
4300 MSI Operating		8,694.00	-8,694.00	
4305 MSI Captial Grant		117,811.00	-117,811.00	
4315 FGTG Grant		15,127.00	-15,127.00	
4320 FCSS Grant		7,018.00	-7,018.00	
4400 Building rent	7,200.00	4,350.00	2,850.00	165.52 %
4599 ACP Grant Revenue		100,000.00	-100,000.00	
4600 Interest earned	3,295.39		3,295.39	
4630 fines	2,053.50	600.00	1,453.50	342.25 %
Total Income	\$18,577.38	\$1,096,709.00	\$ -1,078,131.62	1.69 %
GROSS PROFIT	\$18,577.38	\$1,096,709.00	\$ -1,078,131.62	1.69 %
Expenses				
5001 Administration Expenses				
5005 Insurance - Liability & Crime	7,010.00	5,000.00	2,010.00	140.20 %
5010 Memberships	6,732.05	6,800.00	-67.95	99.00 %
5011 Legal and professional fees	13,229.30	15,000.00	-1,770.70	88.20 %
5012 Meeting Expenses	55.26	1,500.00	-1,444.74	3.68 %
5015 Advertising & Promotion		3,500.00	-3,500.00	
5020 Bank charges	73.60	500.00	-426.40	14.72 %
5025 Contracted Assessment		8,500.00	-8,500.00	
5030 Adminsitrative contracted	12,936.51	50,000.00	-37,063.49	25.87 %
5045 Tax recovery Fees	733.50	1,500.00	-766.50	48.90 %
5050 Admin mileage		3,000.00	-3,000.00	
5055 Administration Conference/Training		1,800.00	-1,800.00	
5065 Office expenses	573.50	7,000.00	-6,426.50	8.19 %
5070 Telecommuication	502.92	2,500.00	-1,997.08	20.12 %
5075 Development Officer		5,000.00	-5,000.00	
5085 CPP Employer	387.65	1,713.00	-1,325.35	22.63 %
5090 WCB	833.15	570.00	263.15	146.17 %
5095 EI Employer		5.00	-5.00	
5096 Civic Grants	500.00	2,300.00	-1,800.00	21.74 %
Contracted Services	145.00	7,000.00	-6,855.00	2.07 %
Special Project Assessment Services		25,000.00	-25,000.00	
Total 5001 Administration Expenses	43,712.44	148,188.00	-104,475.56	29.50 %

Summer Village of Sunset Point

Budget vs. Actuals: Budget 2023 - FY23 P&L

January - December 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5097 Building Repairs	4,975.00		4,975.00	
5100 Community and Protective Services				
5125 Bylaw Enforcement		25,807.00	-25,807.00	
5130 Fire Service	25,013.80	34,352.26	-9,338.46	72.82 %
5140 Provincial RCMP Cost		14,776.00	-14,776.00	
5150 Fire Response Payments		100.00	-100.00	
5160 Emergency Management Expenses	2,000.00	12,500.00	-10,500.00	16.00 %
Total 5100 Community and Protective Services	27,013.80	87,535.26	-60,521.46	30.86 %
5200 Council Expenses				
5210 Councillor Conference/Training		7,000.00	-7,000.00	
5220 Councillor Contingency/Expenses	450.00	5,500.00	-5,050.00	8.18 %
5230 Councillor Honorarium	2,664.43	15,000.00	-12,335.57	17.76 %
5240 Councillor Mileage	138.15	1,700.00	-1,561.85	8.13 %
Total 5200 Council Expenses	3,252.58	29,200.00	-25,947.42	11.14 %
5300 Parks and Recreation Expenses				
5304 Seasonal Worker		40,385.00	-40,385.00	
5310 Library	4,001.49	6,580.32	-2,578.83	60.81 %
5330 Weed Inspector		550.00	-550.00	
5340 Misc Park Expenses		1,500.00	-1,500.00	
5350 Portable Toilets		6,000.00	-6,000.00	
5365 Recreation Contributions		1,000.00	-1,000.00	
5375 FCSS Expenses	8,773.00	8,773.00	0.00	100.00 %
Total 5300 Parks and Recreation Expenses	12,774.49	64,788.32	-52,013.83	19.72 %
5400 Public Works				
5410 Garbage Collection	5,208.47	32,000.00	-26,791.53	16.28 %
5420 Snow Removal	3,187.45	22,000.00	-18,812.55	14.49 %
5430 Landfill	1,119.57	5,000.00	-3,880.43	22.39 %
5450 Street Signs		1,000.00	-1,000.00	
5460 Road Maintenance				
2329 Culvert Replacement		10,500.00	-10,500.00	
Road Repairs		12,500.00	-12,500.00	
Total 5460 Road Maintenance		23,000.00	-23,000.00	
5470 Street lights	2,965.19	19,000.00	-16,034.81	15.61 %
5475 Building Utility Expenses	514.30		514.30	
Total 5400 Public Works	12,994.98	102,000.00	-89,005.02	12.74 %
5500 Utilities				
5505 Trivillage	15,924.00		15,924.00	
5510 Lagoon Debenture	15,924.00	31,848.00	-15,924.00	50.00 %
5520 Trivillage Revitalization		88,200.00	-88,200.00	
5530 Trivillage Requisition	22,534.00		22,534.00	
Total 5500 Utilities	54,382.00	120,048.00	-65,666.00	45.30 %
5600 WILD Utility				
5610 Wild Operating		2,500.00	-2,500.00	
5620 Wild Debenture		8,500.00	-8,500.00	
Total 5600 WILD Utility		11,000.00	-11,000.00	

Summer Village of Sunset Point

Budget vs. Actuals: Budget 2023 - FY23 P&L

January - December 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5700 Government transfers				
5720 Federal Gas Tax Storm Water Project		15,127.00	-15,127.00	
5740 MSI Operating Expenses		68,100.00	-68,100.00	
Total 5700 Government transfers		83,227.00	-83,227.00	
Software	311.88		311.88	
Total Expenses	\$159,417.17	\$645,986.58	\$ -486,569.41	24.68 %
NET OPERATING INCOME	\$ -140,839.79	\$450,722.42	\$ -591,562.21	-31.25 %
Other Expenses				
5910 ASFF Requisition		185,048.58	-185,048.58	
5920 Las Ste Anne Requisition		16,621.34	-16,621.34	
5999 ACP Grant	10,400.00	100,000.00	-89,600.00	10.40 %
Total Other Expenses	\$10,400.00	\$301,669.92	\$ -291,269.92	3.45 %
NET OTHER INCOME	\$ -10,400.00	\$ -301,669.92	\$291,269.92	3.45 %
NET INCOME	\$ -151,239.79	\$149,052.50	\$ -300,292.29	-101.47 %

May 3rd 2023

Summer Village of Sunset Point

10.0 Response to Delegations

11.0 Additional items

Northwest Fire Name Change

Recommendation

That Council accepts the correspondence for information.

Background

Northwest Fire is looking to change its name. This impacts its agreement with the Town of Onoway. Onoway is requesting consent from the municipalities who it provides services from.



Town of Oneway

Mail: Box 540
Oneway, Alberta
T0E-1V0

Town Office: 4812-51 Street
Phone: 780-967-5338

March 8, 2023

ORFS – All Member Municipalities - Alberta Beach; Castle Island; Nakamun; Oneway; Ross Haven; Silver Sands; South View; Sunset Point; Val Quentin; Yellowstone

RE: Fire Rescue International

Chief Ives and I met with Michelle Gallagher, Patriot Law, to discuss the request from Chief Ives to rename North West Fire Rescue as Fire Rescue International.

Before this can be accomplished, all member municipalities must consider the following Council resolution:

"THAT Council agree to Oneway Regional Fire Services negotiating a new agreement with a name change of the fire services provider from North West Fire Rescue to Fire Rescue International, a non-profit service provider".

The documents that are included to facilitate this change are: WCB agreements; insurance documentation and certification documents. Documents are available upon request. It is important to note that ALL costs associated with this name change request are to be borne by Fire Rescue International.

Please provide Council's direction regarding this matter by April 15, 2023.

Sincerely,

A handwritten signature in blue ink that reads "Jennifer Thompson".

Jennifer Thompson
Chief Administrative Officer
Town of Oneway

JT/dg

cc: Council, Town of Oneway

11.0 Additional items

Fire Ban Signs

Recommendation

That Council accepts the discussion for information .

Background

Council requested a discussion on fire ban signs

May 3rd 2023

Summer Village of Sunset Point

12.0 Correspondence