

**2.0 APPROVAL OF AGENDA**

**3.0 APPROVAL OF MINUTES –**

- A. August 2nd 2023 Minutes

**4.0 Public Submissions**

- A.

**5.0 BUSINESS ARISING**

- A. 2024 Budget
- B. Northwest Fire Commitment Letter
- C. Request to Waive Tax Penalties

**6.0 Development Matters**

- A.
- B.

**7.0 New Business**

- A. Alberta Beach 50 plus club Request for support
- B. Emergency Management
- C. Stormwater Upgrade Policy

**8.0 Committee Reports**

- A. Councillor Reports

**9.0 CAO Reports**

- A. Disbursements, CAO Action List
- B.

**10.0 Response to Delegations**

- A.

**11.0 Additional Items**

- A.

**12.0 Correspondence**

- A.

**NEXT MEETING September 4<sup>th</sup> 2023**

**ADJOURNMENT**

### **3.0 A August 2nd 2023 Minutes**

#### **Recommendation:**

*That Council approve the minutes from the August 2<sup>nd</sup> 2023 Organizational Meeting and the August 2<sup>nd</sup> 2023 Regular Council meeting.*

#### **Background:**

Council Meeting Minutes are attached for review.

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MINUTES  
**SUMMER VILLAGE OF SUNSET POINT**  
REGULAR MEETING OF COUNCIL  
August 2nd 2023 @ 5:16pm.

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**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 5:15pm

**2.0 Approval of AGENDA** MOVED by Deputy Mayor Ekins that the August 2 2023 Agenda be approved as presented with the additions of Emergency Management along with an item regarding Assessor and Legal Fees from Tax Appeals, and Rescheduling December meeting.

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Res. #2023 – 137

CARRIED

**3.0A APPROVAL OF Minutes** MOVED by Councillor Packer that Council approves the July 5 2023 Minutes as presented.

Res. #2023 – 138

CARRIED

**4.0A Public Submission**

**5.0A August 19 Annual MEETING**

Res. #2023 –138 Moved by Councillor Packer that Council accepts the discussion regarding 5.0A for information

CARRIED

**5.0 B FCSS Amending Agreement**

2023 –139 Moved by Mayor Jones that Council approves the increase in the FCSS Funding as outlined in the Amending Agreement.

CARRIED

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MINUTES  
**SUMMER VILLAGE OF SUNSET POINT**  
REGULAR MEETING OF COUNCIL  
August 2nd 2023 @ 5:16pm.

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**5.0C Tax Arrears**

2023 –140                      Moved by Deputy Mayor Ekins that Council accepts the Tax Arrears for information.

CARRIED

**6.0 Development Matters**

2023 –141                      Moved by Councillor Packer that Council accepts the Development Matters Report for information.

CARRIED

**7.0 New Business**

**8.0 Committee Reports**

**A.                      Council Reports**

Res. #2023 – 142              MOVED by Mayor Jones that Council accept the Committee Reports for information.

CARRIED

**9.0 CAO REPORTS**

**A.                      Reconciliation, Disbursements and Action List**  
Res. #2023 – 143              MOVED by Deputy Mayor Ekins that that Council accept the report for information.

CARRIED

**10.0 Response to Delegates.**

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MINUTES  
**SUMMER VILLAGE OF SUNSET POINT**  
REGULAR MEETING OF COUNCIL  
August 2nd 2023 @ 5:16pm.

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**11.0 Additional Items**

- A. Emergency Management**  
Res. #2023 – 144      MOVED by Deputy Mayor Ekins that that Council directs Administration to finalize the terms of an Emergency Management Agreement with the County.  
CARRIED
- C. December 2023 Council Meeting**  
Res. #2023 – 145      MOVED by Mayor Jones that Council reschedules the December 6<sup>th</sup> 2023 Council meeting to December 13<sup>th</sup> at 5:15pm.  
CARRIED
- B. Assessor and Legal Fees Arising from Tax Appeals**
- Res. #2023 – 146      MOVED by Mayor Jones that Council enters closed session at 6:49pm in accordance to foip regarding Legal discussions.  
CARRIED
- Res. #2023 – 147      MOVED by Mayor Jones that Council comes out of closed session at 7:29pm.  
CARRIED
- Res. #2023 – 148      MOVED by Mayor Jones that Administration be authorized to spend up to \$30,000.00 regarding ARB hearings and associated costs with the funds to be taken from Reserves.  
CARRIED

**12.0 Correspondence**

**ADJOURNMENT**

- Res # 2023- 149      Being that the agenda matters had been concluded the meeting was adjourned at 7:30 PM by Mayor Jones.  
CARRIED

These minutes were approved this September 6 2023

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Mayor Jones

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Matthew Ferris CAO

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MINUTES  
**SUMMER VILLAGE OF SUNSET POINT**  
Organizational MEETING OF COUNCIL  
August 2nd 2023 @ 5:15 A.M.

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**IN ATTENDANCE**     Riley Ekins,  
                              Gwen Jones  
                              Keir Packer,  
                              Matthew Ferris CAO

**1.0 CALL TO ORDER**     CAO Matthew Ferris called the meeting to order at 5:17AM

**2.0 ACCEPTANCE**     MOVED by Councillor Jones the agenda be approved as  
**OF AGENDA**     provided.  
Res. #2023 – 122     CARRIED

**3.0 Nomination for Mayor**  
CAO Matthew Ferris requested if anyone wished to nominate a Councillor for Mayor  
Councillor Ekins nominates Gwen Jones to be Mayor.  
Councillor Jones accepted nomination.

Chairman Ferris called for nominations for Mayor a Second and third time.  
Nomination Cease

MOVED by Councilor Ekins that Councillor Jones be appointed as Mayor for a term of one year.  
Res. #2023-123     CARRIED

Election of Mayor and Official Oath of Office and Code of Conduct

Councillor Jones was declared Mayor and took the Oath of OFFICE.

Mayor Jones assumed the chair

3.2 Election of Deputy Mayor  
Mayor Martin calls for nomination for Deputy Mayor.  
Councillor Packer nominates Councillor Ekins.  
Mayor calls for nominations second and third time. Nomination Cease

Res. #2023 – 124     Moved by Mayor Jones that Councillor Ekins be declared Deputy Mayor.  
declared Deputy Mayor.

CARRIED

Councillor Ekins declared Deputy Mayor  
Councillor Ekins and Councillor Packer take Oath of Office.

Appointments

**3.5**

**Appointment of Banker**

Res. #2019 – 125     MOVED by Deputy Mayor Ekins that ATB be appointed as Banker for the  
summer village.

Carried

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MINUTES  
**SUMMER VILLAGE OF SUNSET POINT**  
Organizational MEETING OF COUNCIL  
August 2nd 2023 @ 5:15 A.M.

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- Res. #2019 – 126      MOVED by Councillor Packer that Kevin Lawrence be appointed as the assessor for the summer village.  
Carried (Unanimous)
- Res. #2019 – 127      MOVED by Deputy Mayor Ekins Jones that Matthew Ferris be appointed as the development authority.  
Carried (Unanimous)
- Res. #2019 – 128      MOVED by Mayor Jones that Metrix Group be appointed as the villages auditor.  
Carried (Unanimous)
- Committees
- Res. #2019 – 129      MOVED by Deputy Mayor Ekins that Mayor Jones and Councillor Packer be appointed to the Tri Village Sewer Commission.  
Carried (Unanimous)
- Res. #2019 – 130      MOVED by Deputy Mayor Ekins that Mayor Jones be appointed to Municipal Emergency Advisory Committee.  
Carried (Unanimous)
- Res. #2019 – 131      MOVED by Mayor Jones that Deputy Mayor Ekins be appointed to the Alberta Beach Library Committee.  
Carried (Unanimous)
- Res. #2019 – 132      MOVED by Deputy Mayor Ekins that Mayor Jones be appointed to Alberta Beach Regional FCSS Committee  
Carried (Unanimous)
- Res. #2019 – 133      MOVED by Mayor Jones that Deputy Mayor Ekins be appointed to the Beachwave Committee  
Carried (Unanimous)
- Res. #2019 – 134      MOVED by Mayor Jones that all of Council be appointed to the Summer Villages of Lac Ste. Anne East Committee.  
Carried (Unanimous)
- Res. #2019 – 135      MOVED by Mayor Jones that Councillor Packer be appointed to the LILSA Committee  
Carried (Unanimous)

**ADJOURNMENT**

- Res # 2022-136      Being that the agenda matters had been concluded the meeting was adjourned at 5:28 PM by Mayor Jones.  
CARRIED (Unanimous)

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MINUTES  
**SUMMER VILLAGE OF SUNSET POINT**  
Organizational MEETING OF COUNCIL  
August 2nd 2023 @ 5:15 A.M.

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These minutes approved this 6<sup>th</sup> of September 2023.

\_\_\_\_\_  
Gwen Jones, Mayor

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Matthew Ferris CAO



#### **4.0 A Public Submissions**

## **5.0 A 2024 Budget**

### **RECOMMENDATION:**

That Council accepts the discussion on the August 19<sup>th</sup> 2023 Annual meeting for information.

### **Background .**

Administration has initiated preparation for the 2024 Budget and is seeking guidance from Council on areas of concern and things they would like Administration to investigate:

Subjects could include:

- Split mill rates
- Land Use Bylaw Updates
- Strategic Planning initiatives.
- Reserve Goals
- Capital Projects
- Service Level changes

## **5.2 Northwest Fire Commitment Letter**

### **RECOMMENDATION:**

That Council accepts the correspondence for information

### **SUMMARY/BACKGROUND:**

Letter is attached for review.



## Fire Rescue International



August 5, 2023

Attention: All Onoway Reginal Fire Services Member Municipalities  
Regarding: Soliciting Advice About Your Intent to Enter a New Agreement When Current Agreement Expires

Dear Mayors & Councils,

During our AGM this spring I asked that it be added to the agenda Fire Rescue International (FRI)'s request that each municipality return to their respective councils and discuss the long-term interest they have (or do not have) to continue within the Onoway Regional Fire Services Group that we have formed together. Upon completing those internal discussions, FRI requested that each municipality provide a letter of intent concerning their municipality's general desire to continue to build on the service we have created together or choose another path towards fire services provisions. To date, FRI has received no responses.

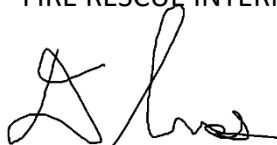
Of course, a letter of intent at this stage would not be a commitment as the terms, conditions, and fees of a new contract have not been yet brokered. It would, however, help FRI with some of our long-term capital purchase planning. Letters of intent will also help FRI leadership in terms of longer-term legacy and/or succession planning. This type of guidance from your council will help FRI continue to deliver the city-like performance we are known for as well as prepare for the future our member municipalities dictate.

Box 1550 Onoway, AB T0E 1V0  
780-777-4688  
1-855-710-3473  
[di@secondwindenterprises.com](mailto:di@secondwindenterprises.com)

FRI advocates strongly for continued collaboration between the ten municipalities and in fact, would welcome a dialogue that might invite additional municipalities into the fold (such as Birch Cove, Sunrise Beach, Sandy Beach, West Cove, and possibly Lac Ste Anne or Seba Beach as well). FRI believes there is strength in numbers and by retaining or even adding to the membership, we may be in a position to improve the current level of service at no additional cost per title or maintain the current level of service and actually cut the cost per title for service delivery. Of course, all options are on the table and will be subject to the wishes of the elected officials of our member communities.

If possible, on behalf of Fire Rescue International I request that your municipality consider signaling it's contract re-negotiation preferences by way of a letter of intent to FRI by September 30<sup>th</sup> if possible. Once in hand, FRI can govern itself accordingly and prepare for the next stage of contract negotiations with those who are interested: 2024 Terms, Conditions, & Levels of Service commencing 2026). If it would be helpful, I can make myself available to come before your council to answer any fire service questions or discuss the merits of building on the success we have created together as a team.

Kind Regards,  
FIRE RESCUE INTERNATIONAL

A handwritten signature in black ink, appearing to read 'David Ives', with a stylized flourish at the end.

David Ives  
Fire Chief

Box 1550 Onoway, AB T0E 1V0  
780-777-4688  
1-855-710-3473  
[di@secondwindenterprises.com](mailto:di@secondwindenterprises.com)

### **5.3 Request to Waive Tax Penalties Roll 3310010**

#### **RECOMMENDATION:**

That Council waives the tax penalties of Roll 3310010 for a total of \$780.26 on the condition taxes are paid within 5 business days of this motion.

#### **SUMMARY/BACKGROUND:**

The landowner of property 3310010 contacted the administration, expressing their concern about the tax penalties incurred on their property. They explained that they had entrusted their son with the responsibility of tax payment, only to discover that their son had not fulfilled this obligation. The cumulative tax penalty amounted to \$780.26.

##### **Landowner's Contributions:**

Despite the oversight regarding tax payment, the landowner highlighted several instances where they have actively supported the village:

1. **Weed Disposal:** The landowner allowed the village to dispose of weeds on their property. They expressed their willingness to continue offering this assistance, which has been valuable for the village's maintenance efforts.
2. **Stormwater Project Access:** They granted the village access to their property for the implementation of a stormwater project, even though an easement for services was not in place. This selfless act benefitted neighboring properties more than their own.
3. **Transformer Fire Incident:** When a transformer fire occurred, resulting in damage to their gate due to the fire department's response, the landowner did not seek compensation for the incurred damage.

##### **Landowner's Commitment:**

The landowner has conveyed their understanding of the tax payment oversight and their sincere intention to rectify the situation. They have stated that, should the Village Council decide to grant the waiver request, they are committed to promptly paying in full the outstanding taxes, along with any principal amount that was due.

##### **Consideration:**

Taking into account the landowner's willingness to collaborate with the village on various occasions, their acknowledgment of the tax payment error, and their commitment to paying the outstanding taxes, it's worth considering the waiver of the accrued tax penalties.

##### **Recommendation:**

Given the landowner's positive contributions to the village, their understanding of the situation, and their commitment to paying the outstanding taxes, I recommend that the Village Council grant the request for waiving the tax penalties of \$780.26 associated with property 3310010.

## **6.0 Development Matters**

**7.0 A. New Business Alberta Beach 50 plus Club Letter of Support**

**RECOMMENDATION:**

That Council directs Administration to send the attached letter of support to the 50 plus club regarding the horizons grant.

**SUMMARY/BACKGROUND:**

Attached is the information regarding the grant



Letter template

[Date] (no earlier than July 1, 2023)

Employment and Social Development Canada (ESDC)

New Horizons for Seniors Program (NHSP)

Regional office address

[City, Province Postal Code]

**Subject: Support Letter “[Project Title]”**

Dear Madam, Sir

I am writing to you on behalf of (organization offering the support) in support of an application submitted by [applicant organization name] in [insert location], for funding through Community-based stream of the New Horizons for Seniors Program (NHSP).

[Provide a brief description of the supporting organization]

The outlined project will [Provide a brief description of the project and the impacts it has on seniors in your community].

[Provide a brief description on how the project will advance the established National Priorities (supporting healthy ageing, preventing senior abuse, celebrating diversity and promoting inclusion, supporting financial security).]

I support this project as it will support local and community needs such as [provide at least 1 example]. Overall, the project will benefit our community by [provide a short sentence or 2]

For the reasons noted above, I am excited to support your funding request.

Yours sincerely,

[Name]

[Title]

[Name of Organization]

[Address]

[Email Address]

- Community support (Question 35)

Describe how your community supports this project. Include the following in your response:

- the need for the proposed project in your community
- how your project will likely benefit the community
- the types of people or organizations that will benefit from your project activities

In addition, provide a letter or document that shows community support for your project.

- Letter of support of the proposed project

Provide 1 letter or document from another organization or group showing community support for your project. A sample letter may be shared with the supporting organization. The letter of support must be in a PDF format to ensure that it is valid.

Sample community support letter

A letter of support must come from other groups or organizations, such as:

- a local golden-age club
- your Member of Parliament (MP)
- other community leader or organization
- faith-based institutions
- your financial institution

Letters from project partners or members of your group or organization are not valid.

- Letter of support must be recent and dated no earlier than July 1, 2023.
- Indicate the number of seniors and non-seniors who will take part in the planning and design of the proposed project activities (Question 36)

- How many individuals will benefit from the proposed project activities once the project is complete? (Question 37)
- Program checklist

### **Part 5 – Attestation**

This question is mandatory. In order for your application to be eligible, you, as an official representative who has the capacity and the authority to submit proposals on behalf of your organization, must:

- attest that you have the capacity and authority to submit the application
- certify that the information provided is true, accurate, and complete, and
- attest that you have read and understood all of the program's requirements.

In order to do this, the official representative must provide their name, title, and the date.

As this is an attestation, no signature is required.

### **Part 6 – Sample community support letter**

Community support is an important element of a New Horizons for Seniors Program (NHSP) funding application for the \$25,000 grant process. When organizations apply for funding, they are required to provide at least 1 letter or document from another organization or group showing community support for their project. A compelling letter of community support from a respected organization or community leader can make the difference in an application's funding recommendation. There are no additional points given if more than 1 letter of support is provided.

Because of the importance of a letter of support, a letter is required for all grant applications. Applications missing a support letter are considered incomplete and screened-out as ineligible.

The guidelines and template below may help with this activity.

Letters of community support must be recent and clearly dated (no earlier than July 1, 2023) and must include:

- the name and a description of the organization offering the support
- your name, position title, and signature, as well as the date
- where possible:
  - be written on the author's organization letterhead
  - include the website address, email address, postal address and phone number

Letters must clearly endorse the project and clearly demonstrate the following:

- your knowledge and support of the **organization**
- your knowledge and support of the **proposed project**
- the **need** that will be addressed by the proposed project in your community
- the project's likely **benefits** to the community

The project endorsement within a letter of support will be assessed by the Department. The letter will be evaluated against the NHSP program objectives and the National Priorities of the Call for Proposals (CFP).

In addition:

- if you are aware of a previous activity the organization undertook that was a success, you may wish to reference this in the letter to demonstrate your view of the organization's value to seniors
- once completed, the support letter needs to be sent to the organization/applicant for them to submit with their application package

Letter template

## **7.0 B. Emergency Management**

### **RECOMMENDATION:**

That Council accepts the discussion for information.

### **SUMMARY/BACKGROUND:**

Administration has reached out to the County trying to finalize an emergency management agreement. This has included even drafting a sample agreement to help finalize discussions. The County has indicated they will be waiting for responses for other parties prior to moving forward.

## **7.0 B. Stormwater Upgrade Policy**

### **RECOMMENDATION:**

That Council adopts the Stormwater Upgrade Policy as presented.

### **SUMMARY/BACKGROUND:**

With the completion of our stormwater and road capital plans and the potential of new development in the community it was determined that additional policies need to be put in place to ensure that developers are aware of the requirements should they proceed with development. This policy will address stormwater upgrades in multiparcel subdivision

## Stormwater Improvement Upgrades Policy

Policy No. 2023-02

Approved:

### **PURPOSE:**

To establish guidelines for the Summer Village of Sunset Point's approach to stormwater management in multiparcel subdivisions, ensuring that developers contribute to the installation of stormwater capital improvements as necessary to align with the Village's infrastructure plans.

### **SCOPE:**

Application and Responsibilities:

1. This policy is applicable to all multiparcel subdivisions consisting of more than three lots within the geographic boundaries of the Summer Village of Sunset Point.
2. The Summer Village of Sunset Point recognizes the importance of effective stormwater management in preventing flooding, erosion, and maintaining the overall environmental health of the community.
3. When a multiparcel subdivision of more than three lots is created, the developer shall be responsible for identifying and installing stormwater capital improvements as specified by the Village's infrastructure plans. The infrastructure plans are available on the Summer Village's official website under the "Strategic Planning" section at:

<https://sunsetpoint.ca/strategic-planning>



4. Stormwater capital improvements refer to any modifications, enhancements, or construction projects related to stormwater drainage, retention, and conveyance systems that are identified as necessary by the Village's infrastructure plans.

5. The developer is responsible for all costs associated with the engineering, design, and installation of the identified stormwater capital improvements.

#### **Implementation and Coordination:**

1. The developer is required to review the Village's infrastructure plans and identify stormwater capital improvements that are relevant to the new subdivision. This review shall be conducted in consultation with the Village's Planning and Development Department.

2. If the proposed multiparcel subdivision is located within 250 meters of the identified stormwater capital improvements, the developer must include plans for the installation of these improvements as part of their development proposal.

3. The developer shall submit their proposed stormwater capital improvement plans to the Village's Planning and Development Department for review and approval. The plans should outline the scope, design, cost estimation, and construction timeline for the proposed improvements.

4. Upon approval of the stormwater capital improvement plans, the developer is responsible for funding and completing the installation of the identified improvements in accordance with the approved plans and relevant regulatory requirements.

5. The terms of the developer's responsibility, including the financing of engineering, design, and installation costs, shall be detailed in a formal development agreement between the developer and the Summer Village of Sunset Point.



**Compliance and Enforcement:**

1. Failure to comply with the requirements of this policy may result in delays in the approval of development applications or permits related to the multiparcel subdivision.
2. The Summer Village of Sunset Point reserves the right to inspect and verify the proper installation of stormwater capital improvements to ensure compliance with approved plans and policies.
3. In cases of non-compliance or inadequate installation, the Village may take necessary enforcement actions, which may include penalties, fines, or legal measures as per applicable bylaws and regulations.

This policy shall come into effect on the date of approval and shall remain in force until amended or rescinded by the Summer Village of Sunset Point Council.

**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**

**Recommendation:** That Council accepts the Update for information.

### **Background**

Bank Reconciliation will be provided closer to the meeting

| Topic  | Status    |
|--|-----------|
| Cheques  | Completed |
| 3xTax Certificate                              | Completed |
| Answered inquires                              | completed |
| negotiated terms with LSAC on service delivery | ongoing   |
| Legal Suit                                     | ongoing   |
| Work on Tax Appeal                             | ongoing   |
| Complete Website                               | completed |
| Issued Development Permit                      | Completed |
| Bank Reconciliations                           | ongoing   |
| August 19th meeting                            | completed |
| Met with contractor                            | Completed |

# Summer Village of Sunset Point

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

January - December 2023

|   | TOTAL               |                       |                       |                |
|---|---------------------|-----------------------|-----------------------|----------------|
|   | ACTUAL              | BUDGET                | OVER BUDGET           | % OF BUDGET    |
| <b>Income</b>                           |                     |                       |                       |                |
| 4010 Residential Taxes                  | 490,603.55          | 488,222.00            | 2,381.55              | 100.49 %       |
| 4020 Minimum Tax                        | 24,867.39           | 31,166.00             | -6,298.61             | 79.79 %        |
| 4030 Linear Taxes                       |                     | 1,800.00              | -1,800.00             |                |
| 4040 Municipal Utility Tax              |                     | 88,300.00             | -88,300.00            |                |
| 4050 ASFF Levy                          | 197,220.97          | 185,000.00            | 12,220.97             | 106.61 %       |
| 4060 Lac Ste Anne Levy                  | 16,645.83           | 16,621.00             | 24.83                 | 100.15 %       |
| 4100 Penalties on Taxes                 | 204.98              | 9,000.00              | -8,795.02             | 2.28 %         |
| 4200 Tax Certificates                   | 100.01              | 1,100.00              | -999.99               | 9.09 %         |
| 4210 Franchise Fee Revenue              | 11,562.86           | 16,000.00             | -4,437.14             | 72.27 %        |
| 4215 Development Permit Revenue         | 985.00              | 5,700.00              | -4,715.00             | 17.28 %        |
| 4220 Other revenue                      | 21,263.63           |                       | 21,263.63             |                |
| 4225 Boat Hoist Revneue                 |                     | 100.00                | -100.00               |                |
| 4230 Emergency Response Payments        |                     | 100.00                | -100.00               |                |
| 4300 MSI Operating                      | 15,580.00           | 8,694.00              | 6,886.00              | 179.20 %       |
| 4305 MSI Captial Grant                  |                     | 117,811.00            | -117,811.00           |                |
| 4315 FGTG Grant                         |                     | 15,127.00             | -15,127.00            |                |
| 4320 FCSS Grant                         | 3,509.00            | 7,018.00              | -3,509.00             | 50.00 %        |
| 4400 Building rent                      | 7,200.00            | 4,350.00              | 2,850.00              | 165.52 %       |
| 4500 Sewer Fees                         | 87,400.00           |                       | 87,400.00             |                |
| 4599 ACP Grant Revenue                  |                     | 100,000.00            | -100,000.00           |                |
| 4600 Interest earned                    | 13,960.20           |                       | 13,960.20             |                |
| 4630 fines                              | 2,053.50            | 600.00                | 1,453.50              | 342.25 %       |
| <b>Total Income</b>                     | <b>\$893,156.92</b> | <b>\$1,096,709.00</b> | <b>\$ -203,552.08</b> | <b>81.44 %</b> |
| <b>GROSS PROFIT</b>                     | <b>\$893,156.92</b> | <b>\$1,096,709.00</b> | <b>\$ -203,552.08</b> | <b>81.44 %</b> |
| <b>Expenses</b>                         |                     |                       |                       |                |
| 5001 Administration Expenses            | 250.28              |                       | 250.28                |                |
| 5005 Insurance - Liability & Crime      | 7,010.00            | 5,000.00              | 2,010.00              | 140.20 %       |
| 5010 Memberships                        | 6,195.06            | 6,800.00              | -604.94               | 91.10 %        |
| 5011 Legal and professional fees        | 29,399.80           | 15,000.00             | 14,399.80             | 196.00 %       |
| 5012 Meeting Expenses                   | 171.93              | 1,500.00              | -1,328.07             | 11.46 %        |
| 5015 Advertising & Promotion            |                     | 3,500.00              | -3,500.00             |                |
| 5020 Bank charges                       | 649.93              | 500.00                | 149.93                | 129.99 %       |
| 5025 Contracted Assessment              | 16,963.59           | 8,500.00              | 8,463.59              | 199.57 %       |
| 5030 Adminsitrative contracted          | 34,186.52           | 50,000.00             | -15,813.48            | 68.37 %        |
| 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                    | 1,542.49            | 7,000.00              | -5,457.51             | 22.04 %        |
| 5070 Telecommuication                   | 3,684.56            | 2,500.00              | 1,184.56              | 147.38 %       |
| 5075 Development Officer                | 1,250.01            | 5,000.00              | -3,749.99             | 25.00 %        |
| 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                       | 850.00              | 2,300.00              | -1,450.00             | 36.96 %        |
| Contracted Services                     | 845.00              | 7,000.00              | -6,155.00             | 12.07 %        |
| Special Project Assessment Services     |                     | 25,000.00             | -25,000.00            |                |

# Summer Village of Sunset Point

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

January - December 2023

|   | TOTAL             |                   |                   |                |
|---|-------------------|-------------------|-------------------|----------------|
|   | ACTUAL            | BUDGET            | OVER BUDGET       | % OF BUDGET    |
| <b>Total 5001 Administration Expenses</b>           | <b>104,953.47</b> | <b>148,188.00</b> | <b>-43,234.53</b> | <b>70.82 %</b> |
| 5097 Building Repairs                               | 4,975.00          |                   | 4,975.00          |                |
| 5100 Community and Protective Services              |                   |                   |                   |                |
| 5125 Bylaw Enforcement                              | 25,807.00         | 25,807.00         | 0.00              | 100.00 %       |
| 5130 Fire Service                                   | 33,328.04         | 34,352.26         | -1,024.22         | 97.02 %        |
| 5140 Provincial RCMP Cost                           |                   | 14,776.00         | -14,776.00        |                |
| 5150 Fire Response Payments                         | 617.94            | 100.00            | 517.94            | 617.94 %       |
| 5160 Emergency Management Expenses                  | 5,500.00          | 12,500.00         | -7,000.00         | 44.00 %        |
| <b>Total 5100 Community and Protective Services</b> | <b>65,252.98</b>  | <b>87,535.26</b>  | <b>-22,282.28</b> | <b>74.54 %</b> |
| 5200 Council Expenses                               |                   |                   |                   |                |
| 5210 Councillor Conference/Training                 |                   | 7,000.00          | -7,000.00         |                |
| 5220 Councillor Contingency/Expenses                | 1,425.00          | 5,500.00          | -4,075.00         | 25.91 %        |
| 5230 Councillor Honorarium                          | 8,369.70          | 15,000.00         | -6,630.30         | 55.80 %        |
| 5240 Councillor Mileage                             | 421.03            | 1,700.00          | -1,278.97         | 24.77 %        |
| <b>Total 5200 Council Expenses</b>                  | <b>10,215.73</b>  | <b>29,200.00</b>  | <b>-18,984.27</b> | <b>34.99 %</b> |
| 5300 Parks and Recreation Expenses                  |                   |                   |                   |                |
| 5304 Seasonal Worker                                | 20,192.49         | 40,385.00         | -20,192.51        | 50.00 %        |
| 5310 Library  | 5,118.33          | 6,580.32          | -1,461.99         | 77.78 %        |
| 5330 Weed Inspector                                 |                   | 550.00            | -550.00           |                |
| 5340 Misc Park Expenses                             |                   | 1,500.00          | -1,500.00         |                |
| 5350 Portable Toilets                               | 1,350.00          | 6,000.00          | -4,650.00         | 22.50 %        |
| 5365 Recreation Contributions                       |                   | 1,000.00          | -1,000.00         |                |
| 5375 FCSS Expenses                                  | 8,773.00          | 8,773.00          | 0.00              | 100.00 %       |
| <b>Total 5300 Parks and Recreation Expenses</b>     | <b>35,433.82</b>  | <b>64,788.32</b>  | <b>-29,354.50</b> | <b>54.69 %</b> |
| 5400 Public Works                                   |                   |                   |                   |                |
| 5410 Garbage Collection                             | 21,744.78         | 32,000.00         | -10,255.22        | 67.95 %        |
| 5420 Snow Removal                                   | 7,087.45          | 22,000.00         | -14,912.55        | 32.22 %        |
| 5430 Landfill                                       | 2,592.39          | 5,000.00          | -2,407.61         | 51.85 %        |
| 5450 Street Signs                                   | 1,617.41          | 1,000.00          | 617.41            | 161.74 %       |
| 5460 Road Maintenance                               |                   |                   |                   |                |
| 2329 Culvert Replacement                            |                   | 10,500.00         | -10,500.00        |                |
| Road Repairs  |                   | 12,500.00         | -12,500.00        |                |
| <b>Total 5460 Road Maintenance</b>                  |                   | <b>23,000.00</b>  | <b>-23,000.00</b> |                |
| 5470 Street lights                                  | 7,311.86          | 19,000.00         | -11,688.14        | 38.48 %        |
| 5475 Building Utility Expenses                      | 514.30            |                   | 514.30            |                |
| <b>Total 5400 Public Works</b>                      | <b>40,868.19</b>  | <b>102,000.00</b> | <b>-61,131.81</b> | <b>40.07 %</b> |
| 5500 Utilities                                      | 3,648.67          |                   | 3,648.67          |                |
| 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                      | 22,213.00         | 88,200.00         | -65,987.00        | 25.18 %        |
| 5530 Trivillage Requisition                         | 22,534.00         |                   | 22,534.00         |                |
| <b>Total 5500 Utilities</b>                         | <b>80,243.67</b>  | <b>120,048.00</b> | <b>-39,804.33</b> | <b>66.84 %</b> |
| 5600 WILD Utility                                   |                   |                   |                   |                |
| 5610 Wild Operating                                 |                   | 2,500.00          | -2,500.00         |                |
| 5620 Wild Debenture                                 | 5,159.25          | 8,500.00          | -3,340.75         | 60.70 %        |

# Summer Village of Sunset Point

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

January - December 2023

|  | TOTAL                 |                       |                       |                 |
|--|-----------------------|-----------------------|-----------------------|-----------------|
|  | ACTUAL                | BUDGET                | OVER BUDGET           | % OF BUDGET     |
| <b>Total 5600 WILD Utility</b>           | <b>5,159.25</b>       | <b>11,000.00</b>      | <b>-5,840.75</b>      | <b>46.90 %</b>  |
| 5700 Government transfers                |                       |                       |                       |                 |
| 5720 Federal Gas Tax Storm Water Project | -16,560.00            | 15,127.00             | -31,687.00            | -109.47 %       |
| 5740 MSI Operating Expenses              | 1,657.14              | 68,100.00             | -66,442.86            | 2.43 %          |
| <b>Total 5700 Government transfers</b>   | <b>-14,902.86</b>     | <b>83,227.00</b>      | <b>-98,129.86</b>     | <b>-17.91 %</b> |
| foundation                               | 16,621.34             |                       | 16,621.34             |                 |
| Insurance - Disability                   | 4,821.00              |                       | 4,821.00              |                 |
| Software                                 | 1,808.17              |                       | 1,808.17              |                 |
| <b>Total Expenses</b>                    | <b>\$355,449.76</b>   | <b>\$645,986.58</b>   | <b>\$ -290,536.82</b> | <b>55.02 %</b>  |
| <b>NET OPERATING INCOME</b>              | <b>\$537,707.16</b>   | <b>\$450,722.42</b>   | <b>\$86,984.74</b>    | <b>119.30 %</b> |
| Other Expenses                           |                       |                       |                       |                 |
| 5910 ASFF Requisition                    | 89,553.21             | 185,048.58            | -95,495.37            | 48.39 %         |
| 5920 Las Ste Anne Requisition            |                       | 16,621.34             | -16,621.34            |                 |
| 5999 ACP Grant                           | 36,126.10             | 100,000.00            | -63,873.90            | 36.13 %         |
| <b>Total Other Expenses</b>              | <b>\$125,679.31</b>   | <b>\$301,669.92</b>   | <b>\$ -175,990.61</b> | <b>41.66 %</b>  |
| <b>NET OTHER INCOME</b>                  | <b>\$ -125,679.31</b> | <b>\$ -301,669.92</b> | <b>\$175,990.61</b>   | <b>41.66 %</b>  |
| <b>NET INCOME</b>                        | <b>\$412,027.85</b>   | <b>\$149,052.50</b>   | <b>\$262,975.35</b>   | <b>276.43 %</b> |

September 6<sup>th</sup> 2023

Summer Village of Sunset Point

## **10.0 Response to Delegations**



September 6<sup>th</sup> 2023

Summer Village of Sunset Point

## **11.0 Additional items**

September 6<sup>th</sup> 2023

Summer Village of Sunset Point

12.0 Correspondence