



Regular Council Meeting Agenda

Monday, June 26, 2023

In-Person & Electronic Meeting

1. CALL TO ORDER

Town of Elk Point respectfully acknowledges that our community and workplace are situated on Treaty 6 Territory, traditional lands of First Nations and Métis peoples

2. DELEGATION

3. AGENDA

4. PUBLIC HEARING – BYLAW 876/23 LOAN BYLAW

- a. Delegation, Bonnie Smyl (6:30 PM) **(1-2)**

5. MINUTES

- a. Approval of June 12th, 2023 Regular Council Meeting Minutes **(7-14)**

6. UNFINISHED BUSINESS

- a. Res #23-279, Bylaw 876/32 – Loan Bylaw **(15-26)**
- b. Res #22-598 – Lot 11, Block 2, Plan 5389CL - C-Cans **(27-38)**

7. BYLAWS & POLICIES

8. NEW BUSINESS

- a. Donation – Jaws of Life – Res #23-23 Elk Point & District Fire Committee **(39-41)**
- b. Tax Recovery – Public Auction Date **(42-43)**
- c. Return of Development Performance Deposit **(44-50)**
- d. Renewal of Assessment Services Contract **(51-61)**
- e. North & South Buffalo Trail Intermunicipal Area Structure Plan

9. CHEIF ADMINISTRATIVE OFFICER AND DEPARTMENT REPORTS

- a. CAO Report **(62-67)**
- b. FCSS Report **(68)**

10. FINANCES

- a. Balance Sheet May (69-73)
- b. Detail Operating Revenue & Expense May (74-91)
- c. Operating Revenue & Expense May (92-93)
- d. Tax Trail Balance May (94)
- e. RFD #89-23 Budget Lines Over 20% (95-96)

11. COMMITTEE MINUTES AND REPORTS

- a. Lakeland DMO (97-101)
- b. Canada Day
- c. Allied Arts
- d. Summer Municipal Leaders' Caucus
- e. N.E. Muni-Corr (102-108)
- f. STEP (109-113)

12. CORRESPONDENCE AND INFORMATION

- a. FCSS – Letter to MLA Scott Cyr (114-115)
- b. North Saskatchewan River - Heritage River (116-132)

13. CONCERNS FROM MAYOR AND COUNCILLORS

14. COUNCIL TIMESHEETS

15. CLOSED SESSION

16. ADJOURNMENT

town

From: [REDACTED]
Sent: June 22, 2023 3:49 PM
To: town
Subject: Bylaw 876/23 – Loan Bylaw - delegate
Importance: High

To Whom it May Concern:

I would like to be added to the agenda for the Town of Elk Point Council Meeting on June 26, 2023 to speak on By-Law 876/23.

Thank you

Bonnie Gail Smyl

June 21, 2023

Bonnie Gail Smyl

[REDACTED]

[REDACTED]

Elk Point, Alberta T0A 1A0

RECEIVED
JUN 21 2023
TOWN OF ELK POINT

Dear Mayor & Councillors:

RE: Bylaw 876/23 – Loan Bylaw

I have a few concerns on the above noted by-law, all of them are regarding the communication and presentation.

Speaking with CAO, Ken Gwozdz, on June 20, 2023, regarding the notice in Lakeland this Week, June 13, 2023 publication, page 15, on how small the ad is that no one can read it. His reply was that running ads are expensive. An article with information that is shared/published with public should be legible.

CAO Ken Gwozdz, also stated that the Town Website, Lakeland Connect and Facebook posted and reported on the by-law. Information on these forums do not reach all the community. Facebook doesn't give a true gauge of concerned citizens.

A notice could have been sent with our water invoices, by email and mail with details regarding some background into some of the spinoffs that would be beneficial to the community of Elk Point and area.

All the rumors, misinformation flying around is very harmful and has placed a dark cloud of mistrust on this by-law. Communication and openness are very important to promote any development.

Speaking with Councillor Wanda Cochrane, on June 20, 2023, I received positive information and excitement on the above By-law if passed for the future of our community. She was honest with what she could pass on and informed me that all had been researched and that there would be little risk.

A new business of this magnitude will be a positive addition to our community and neighbouring communities as well.

I am hoping that more information can be released to ease our concerns so we, as a community, can share informed and factual information.

I thank you for your time,

Sincerely,

[REDACTED]
Bonnie Gail Smyl

BYLAW 876/23
TOWN OF ELK POINT #043

A BYLAW TO AUTHORIZE THE TOWN OF ELK POINT TO MAKE A LOAN TO FROG LAKE FIRST NATIONS FOR THE PURCHASING OF LOTS 1, 2 AND 3 OF BLOCK 46 PLAN 1223731

WHEREAS pursuant to Section 264(2) of the Municipal Government Act, Revised Status of Alberta 2000, Chapter M-26, a municipality may loan money to a non-profit organization if the municipal council considers that the money loaned will be used for a purpose that will benefit the municipality;

AND WHEREAS the Frog Lake First Nation is an entity established under a law of Canada for a purpose other than to make a profit and is a non-profit organization as defined in the Municipal Government Act;

AND WHEREAS the Frog Lake First Nation proposes to acquire an interest in Lots 1, 2 and 3 of Block 46 Plan 1223731 and council considers the purchase and subsequent development of the lands to be a purpose that will benefit the municipality;

WHEREAS the estimated cost to the Frog Lake First Nation to purchase Lots 1, 2 and 3 of Block 46 Plan 1223731 is \$560,700 and the total amount to be borrowed from the Town of Elk Point will be \$500,000.00;

WHEREAS the Town of Elk Point will use funds (\$500,000) from the unrestricted surplus.

NOW THEREFORE, THE MUNICIPAL COUNCIL OF THE TOWN OF ELK POINT, IN THE PROVINCE OF ALBERTA DULY ASSEMBLED, ENACTS AS FOLLOWS:

- 1) The Town of Elk Point in accordance with Section 265 of the Municipal Government Act, RSA 2000, Chapter M-26, is hereby authorized to lend to the Frog Lake First Nation the principal sum of \$500,000.00 to be re-paid in accordance with the terms and conditions of the lending agreement attached as Schedule "A" to this Bylaw.
- 2) The purpose of the loan is to assist the Frog Lake First Nation with the acquisition of an interest in the lands described in the preamble to this Bylaw in order to develop the lands.
- 3) The source of the money to be loaned is the unrestricted surplus described in the preamble to this Bylaw.
- 4) The minimum rate of interest, the term and the terms of repayment of the loan are as set out in Schedule "A" to this Bylaw.

READ a FIRST time in Council this 23rd day of May A.D., 2023.



Mayor



Chief Administrative Officer

READ a SECOND time in Council this _____ day of _____ A.D., 2023.

Mayor

Chief Administrative Officer

READ a THIRD time in Council and FINALLY passed this _____ day of _____ A.D., 2023.

Mayor

Chief Administrative Officer

Schedule 'A'

This Agreement made this _____ day of _____, 2023.

BETWEEN:

THE TOWN OF ELK POINT
in the Province of Alberta
(the "Lender")

Of the First Part

And

FROG LAKE FIRST NATION
(the "Borrower")

Of the Second Part

WHEREAS the Borrower has requested that the Lender lend to the Borrower the sum of FIVE HUNDRED THOUSAND DOLLARS (\$500,000.00) (hereinafter referred to as "the Loan Amount") and the Lender is prepared to lend to the Borrower the Loan Amount on the terms and subject to the condition hereinafter set forth;

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the mutual covenants and agreements hereinafter set forth, the parties hereto covenant and agree with each other, except as otherwise stated, as follows:

1. Subject to the requirements of paragraph 2 of this Agreement, the Lender shall lend to the Borrower a maximum of FIVE HUNDRED THOUSAND DOLLARS (\$500,000.00), to be repaid on or before September 1, 2028.
2. As security for repayment to the Lender of the Loan Amount and all other sums owing to the Lender pursuant to this Agreement, the Borrower shall provide or arrangement for the provision of a collateral mortgage or charge on lands in the principal amount of \$500,000.00 (in a form and on terms and conditions satisfactory to the Lender in its sole discretion) to the Lender with respect to the lands described as Plan 1223731, Block 46, Lots 1, 2 & 3. For further clarity, the Lender shall not be required to advance the Loan Amount or any portion thereof to the Borrower until the requirements of this paragraph 2 have been complied with.
3. The Borrower shall pay interest to the Lender on the Loan Amount at the rate of:
 - a. one (1%) percent per annum for the first year following the advance of the Loan Amount by the Lender to the Borrower, and;
 - b. three and three quarter (3.75%) percent per annum for the balance of the term of this Agreement

calculated monthly in advance as well after as before maturity, default and judgment and compounded annually.

Schedule 'A'

4. The Borrower shall make interest payments in the amount of (~~\$5,000~~) on the first anniversary, then \$18,750 on the loan anniversary in 2024, 2025, 2026, 2027, and 2028. ~~payable in advance of each year of the term of this Agreement.~~
5. The Borrower shall repay the Loan Amount together with outstanding interest on or before September 1, 2028.
6. The Borrower shall use the Loan Amount for the sole purpose of the acquisition of an interest in lands located in the Town of Elk Point and described as Plan 1223731, Block 46, Lots 1, ~~and 2~~ & 3, for the purpose of subsequent development of said lands. The use of the Loan Amount for any other purpose shall constitute a breach of this Agreement.
7. In the event that the Borrower shall be in default of this Agreement the full balance of the Loan Amount shall become due and payable in full.
8. Each of the parties shall, upon the reasonable request of the other parties, make, do, execute or cause to be made, done, or executed all such further and other lawful acts, deeds, things, documents and assurances of whatsoever nature and kind for the better or more perfect or absolute performance of the terms and conditions of this Agreement.
9. This Agreement shall ensure to the benefit of and shall be binding upon the parties hereto and their respective successors and assigns.
10. The Borrower represents and warrants that it has the requisite authority, including the consent of the majority of the councillors of the council of the band present at a meeting of the council duly convened, to enter into this Agreement.

IN WITNESS WHEREOF the parties have hereunto set their hands and affixed their seals as of the day and year first above written.

Town of Elk Point

_____ (seal)

_____ (seal)

Frog Lake First Nation

_____ (seal)

_____ (seal)

(Witness)



PAGE 1 - REGULAR MEETING MINUTES JUNE 12TH, 2023

**MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL
COUNCIL FOR THE TOWN OF ELK POINT HELD ON
MONDAY, JUNE 12TH, 2023
IN THE ELK POINT COUNCIL CHAMBERS AND
ELECTRONICALLY BY ZOOM AND YOUTUBE.**

CALL TO ORDER

Mayor Parrish Tung called the meeting to order at 6:30 PM.

Town of Elk Point respectfully acknowledges that our community and workplace are situated on Treaty 6 Territory, traditional lands of First Nations and Metis peoples.

PRESENT IN PERSON

Mayor Parrish Tung, Deputy Mayor Tim Smereka, Councillors Dwayne Yaremkevich, and Wanda Cochrane, Jason Boorse; Chief Administrative Officer Ken Gwozdz, Recording Secretary Kendra Loughran.

PUBLIC IN PERSON

Press Vicki Brooker.

**PRESENT VIA
ZOOM/YOUTUBE**

Public.

APPROVAL OF AGENDA
Res #23-306 06-12-2023

MOVED by Councillor Yaremkevich that the agenda be approved as amended.

- 6a. Res #23-305 & 23-271 Personnel CAO Contract (Sections 17, 19, 24 of FOIP Act) be moved Closed Session.
- 6b. Res #23-304, Land – Lot A, Plan 3639TR – Investment Opportunity (Sections 16, 21, 24, 25, & 27 of FOIP Act) be moved to Closed Session.
- Addition: 6c. Res #23-300, Legal – Road Crossing Agreement Buried Cables (Sections 16, 17, 24, 27 of FOIP Act) be moved to Closed Session.
- Addition: 8l. Rural Transit Solutions Funding – County of St. Paul
- Addition: 8m. Alberta Municipalities Convention & Trade Show – Sept 27-29, 2023
- Addition: 15g. Legal – Lot 7, Block 46, Plan 1921636 (Sections 16, 21, 24, 25, 27 of FOIP Act)
- Addition: 8n. Tourism

CARRIED

**APPROVAL OF REGULAR
COUNCIL MINUTES –
MAY 23RD, 2023**
Res #23-307 06-12-2023

MOVED by Councillor Cochrane that the May 23rd, 2023 Council minutes be approved as amended.

CARRIED

UNFINISHED BUSINESS -
RES #23-305 & 23-271
PERSONNEL CAO
CONTRACT (SECTIONS
17, 19, 24 OF FOIP ACT)
Res #23-308 06-12-2023

MOVED by Councillor Boorse that this item be moved to closed session.

CARRIED

RES #23-304, LAND – LOT
A, PLAN 3639TR –
INVESTMENT
OPPORTUNITY
(SECTIONS 16, 21, 24, 25,
& 27 OF FOIP ACT)
Res #23-309 06-12-2023

MOVED by Councillor Yaremkevich that this item be moved to closed session.

CARRIED

RES #23-300, LEGAL –
ROAD CROSSING
AGREEMENT BURIED
CABLES (SECTIONS 16,
17, 24, 27 OF FOIP ACT)
Res #23-310 06-12-2023

MOVED by Deputy Mayor Smereka that this item be moved to closed session.

CARRIED

NEW BUSINESS –
UKRAINIAN DAY
SPONSORSHIP – AUGUST
20TH, 2023
Res #23-311 06-12-2023

MOVED by Deputy Mayor Smereka that this item be received as information.

CARRIED

TEAM BUILDING EVENT
– AUGUST 24TH, 2023
CLOSURE TOWN
OFFICE/PUBLIC WORKS
Res #23-312 06-12-2023

MOVED by Councillor Boorse that Council approve the closing of the Town Office and Public Works on Thursday from 1:00 PM to 4:30 PM on August 24th, 2023 to hold an Annual Team Building Event.

CARRIED

INVITATION MLA SCOTT
CYR

Res #23-313 06-12-2023

MOVED by Mayor Tung that Administration be directed to invite new MLA Scott Cyr to a meeting date of his convenience.

CARRIED

ALBERTA
MUNICIPALITIES –
NOMINATE PEER

Res #23-314 06-12-2023

MOVED by Councillor Cochrane that this item be received as information.

CARRIED

PATHWAYS PRESIDENT
MEET AND GREET –
JUNE 20TH, 2023

Res #23-315 06-12-2023

MOVED by Deputy Mayor Smereka that Council approve two Council members to attend the Pathways President Meet and Greet on June 20th, 2023.

CARRIED

RECREATION MEETING
AT A.G. ROSS ARENA –
JUNE 14TH, 2023

Res #23-316 06-12-2023

MOVED by Councillor Boorse that Mayor Tung and Council be approved to attend the Recreation meeting on June 14th, 2023 at 7:00 PM at the A.G. Ross Arena.

CARRIED

MCSNET MEETING
FIBRE – JUNE 8TH, 2023

Res #23-317 06-12-2023

MOVED by Deputy Mayor Smereka that Council approve Mayor Tung to attend the meeting with MCSnet on Thursday, June 8th, 2023 in the Council Chambers at 10:00 AM.

CARRIED

ONLINE CAMPING
RESERVATIONS

Res #23-318 06-12-2023

MOVED by Councillor Cochrane that Council direct Administration to proceed with implementing an online reservation system with Let's Camp to go live for the 2024 camping season.

CARRIED

ELK POINT LIBRARY
BOARD APPOINTMENTS
Res #23-319 06-12-2023

MOVED by Councillor Yaremkevich to rescind motion #23-154.

Res #23-320 06-12-2023

MOVED by Councillor Yaremkevich that Council appoint the following individuals to the Town of Elk Point Library Board for the specified terms:

- Levina Ewasiuk – term expiry date March 26th, 2026.
- Vicki Brooker – term expiry date March 26th, 2026.
- Sherry Milholland – term expiry date March 26th, 2026.
- Theresa MacNamara- term expiry date March 26th, 2026.

CARRIED

CANADA DAY REQUEST
LETTER
Res #23-321 06-12-2023

MOVED by Deputy Mayor Smereka That Council approve the following requests from the Canada Day Committee for 2023:

- a. temporary closure of the normal parade route on July 1st, 2023.
- b. that the Town provide barricades, bleachers for the Canada Day staging area, four garbage containers, porta-potties and eight to ten picnic tables on Friday, June 30th, 2023 and to be picked up on Monday, July 3rd, 2023.
- c. access to the Eco Center washroom on the morning of July 1st, 2023.
- d. request the Town attend the gopher holes on the north ball diamond prior to the ball game on June 30th, 2023.
- e. that the Town street sweep the downtown main street following the parade.
- f. the Town of Elk Point provide a letter of support for the Military Flyover from CFB Cold Lake on July 1st, 2023.
- g. Provide liability insurance.

CARRIED

SUMMER MUNICIPAL
LEADERS CAUCUS –
JUNE 21ST, 2023
Res #23-322 06-12-2023

MOVED by Mayor Tung to approve Mayor and Council to attending the Summer Municipal Leaders Caucus at 10:00 AM – 3:00 PM on June 21st, 2023 in St. Paul.

CARRIED

RURAL TRANSIT
SOLUTIONS FUNDING –
COUNTY OF ST. PAUL
Res #23-323 06-12-2023

MOVED by Councillor Yaremkevich that Council approves STEP Economic Development Alliance to work with Azimi Consulting Ltd to make an application under the Rural Transit Fund by the County of St. Paul and on behalf and benefit of the Town of Elk Point, the County of St. Paul, Town of St. Paul and Summer Village of Horseshoe Bay, when the funding application process opens in fall 2023.

CARRIED

ALBERTA
MUNICIPALITIES
CONVENTION & TRADE
SHOW – SEPT 27-29, 2023
Res #23-324 06-12-2023

MOVED by Deputy Mayor Smereka that Council attend the 2023 Alberta Municipalities Convention and Trade Show in Edmonton on September 27th – 29th, 2023.

CARRIED

TOURISM
Res #23-325 06-12-2023

MOVED by Mayor Tung that the Town of Elk Point be involved in tourism.

CARRIED

CAO & DEPARTMENT
REPORTS – MANAGER
OF OPERATIONS - MAY
Res #23-326 06-12-2023

MOVED by Deputy Mayor Smereka that Council approve the Manager of Operations report.

CARRIED

BYLAW ENFORCEMENT
OFFICER REPORT &
ANIMAL CONTROL
REPORT – MAY
Res #23-327 06-12-2023

MOVED by Councillor Cochrane that Council approve the Bylaw Enforcement Officer and Animal Control reports.

CARRIED

COMMITTEE MINUTES
AND REPORTS
Res #23-328 06-12-2023

MOVED by Councillor Yaremkevich that this item be received as information

Councillor Cochrane

- Canada Day
- Northern Lights Library System

Deputy Mayor Smereka

- Evergreen Regional Waste Management

CARRIED

CORRESPONDENCE AND
INFORMATION

NONE

CONCERNS FROM
MAYOR/COUNCIL

NONE

GO INTO CLOSED
SESSION

Res #23-329 06-12-2023

MOVED by Councillor Yaremkevich that Council moves into Closed Session at 7:36 PM to discuss:

- a. Land & Legal – Lot 15, Block 48, Plan 1921841 (Sections 16, 21, 24, 25, 27 of the FOIP Act)
- b. Land – LSD NW-6-57-6-W4 (Sections 16, 21, 24, 25, 27 of the FOIP Act)
- c. Land – Lots 5 – 7, Block 47, Plan 1223731 (Sections 16, 21, 24, 25, 27 of the FOIP Act)
- d. Res #23-305 & 23-271 Personnel CAO Contract (Sections 17, 19, 24 of FOIP Act)
- e. Res #23-304, Land – Lot A, Plan 3639TR – Investment Opportunity (Sections 16, 21, 24, 25, & 27 of FOIP Act)
- f. Res #23-300, Legal – Road Crossing Agreement Buried Cables (Sections 16, 17, 24, 27 of FOIP Act)
- g. Legal – Lot 7, Block 46, Plan 1921636 (Sections 16, 21, 24, 25, 27 of FOIP Act)

CARRIED

RECESS

7:07 PM – Meeting to be recessed for 2 minute(s).

RECONVENED

7:09 PM-Meeting is resumed.

Recording Secretary Kendra Loughran departed the meeting at 7:08 PM.

Press departed the meeting at 7:08 PM.

IN ATTENDANCE –
CLOSED SESSION

Mayor Parrish Tung, Deputy Mayor Tim Smereka, Councillors Dwayne Yaremkevich, Jason Boorse, Wanda Cochrane, and Chief Administrative Officer Ken Gwozdz.

COME OUT OF CLOSED
SESSION

Res #23-330 06-12-2023

MOVED by Councillor Cochrane that Council come out of closed session at 9:05 PM.

CARRIED

RECESS

9:06 PM – Meeting to be recessed for 2 minute(s).

RECONVENED

9:08 PM - Meeting resumed with public/press in attendance.

Recording Secretary Kendra Loughran returned to the meeting at 9:06 PM.

LAND & LEGAL – LOT 15,
BLOCK 48, PLAN 1921841
(SECTIONS 16, 21, 24, 25,
27 OF THE FOIP ACT)
Res #23-331 06-12-2023

MOVED by Councillor Yaremkevich that Council approve the Tentative Plan prepared by MPE Engineering and proceed with subdivision application for Lot 15, Block 48, Plan 1921841.

CARRIED

LAND – LSD NW-6-57-6-
W4 (SECTIONS 16, 21, 24,
25, 27 OF THE FOIP ACT)
Res #23-332 06-12-2023

MOVED by Councillor Boorse that Council direct the Chief Administrative Officer to contact the Town's solicitor to engage into negotiation to purchase lands at LSD E1/2NW 6-57-6-W4 as discussed by Council.

CARRIED

LAND – LOTS 5 – 7,
BLOCK 47, PLAN 1223731
(SECTIONS 16, 21, 24, 25,
27 OF THE FOIP ACT)
Res #23-333 06-12-2023

MOVED by Deputy Mayor Smereka that this item be received as information.

CARRIED

RES #23-305 & 23-271
PERSONNEL CAO
CONTRACT (SECTIONS
17, 19, 24 OF FOIP ACT)
Res #23-334 06-12-2023

MOVED by Mayor Tung that Council approve the 1-year term extension as presented by the Chief Administrative Officer.

CARRIED

RES #23-304, LAND – LOT
A, PLAN 3639TR –
INVESTMENT
OPPORTUNITY
(SECTIONS 16, 21, 24, 25,
& 27 OF FOIP ACT)
Res #23-335 06-12-2023

MOVED by Deputy Mayor Smereka that Council direct the Chief Administrative Officer to continue to negotiate as directed by Council for Lot A, Plan 3639 TR.

CARRIED

RES #23-300, LEGAL –
ROAD CROSSING
AGREEMENT BURIED
CABLES (SECTIONS 16,
17, 24, 27 OF FOIP ACT)
Res #23-336 06-12-2023

MOVED by Councillor Cochrane that Council approve the Road Crossing Agreement with Buried Glass as revised.

CARRIED

LEGAL – LOT 7, BLOCK
46, PLAN 1921636
(SECTIONS 16, 21, 24, 25,
27 OF FOIP ACT)
Res #23-337 06-12-2023

MOVED by Mayor Tung that Council direct the Chief Administrative Officer to pursue recovery of the undeveloped land on Lot 7, Block 46, Plan 1921636 as directed by the Town solicitor.

CARRIED

Mayor adjourned the meeting at 9:15 PM.

Mayor

Chief Administrative Officer



REQUEST FOR DECISION

Council Meeting: June 26, 2023

Re: Loan Bylaw 876/23 – Public Hearing, Section 265 (3) and Section 230 (4) of the MGA

Request:

To encourage growth in our communities and to become sustainable in the future, the Town of Elk Point Council and Administration are working with Frog Lake First Nation (FLFN) to bring in a large industry into Town. The \$500,000 loan to FLFN will aid in this business attraction.

- **NOTE:** The blue in Schedule A of Bylaw 876/23 are the revised technical changes.
- **NOTE:** The red in Schedule A is to be deleted.
- Administration apologies to Council and the public for the small print of the ad in the local newspaper. This ad could have been larger print. It is costly but needs to be done. We will increase the budget in 2024 to accommodate this need.
- Attached is Loan Bylaw 876/23 signed for 1st Reading and Schedule A with technical changes.
- Attached is the page of the local newspaper showing the ad.
- Attached is the Advertising Bylaw 820/19.
- Attached is Pillar #3 Effective Leadership and Communication, Goal #2 Actively engaged with residents and external organizations.
- Section 265 (3) Loan Bylaws of the MGA states “The bylaw that authorizes the loan must be advertised.” **Note: A Public Hearing is not required for a loan bylaw.**
- Section 216.4 (4) Public Hearings (Proceedings) of MGA states: "In the Public Hearing, council,
 - Must hear any person, group of persons or person representing them who claims to be affected by the proposed bylaw or resolution and who has complied with the procedures outlined by the council, and
 - May hear any other person who wishes to make representations and who the council agrees to hear."

Vision: *A safe and supportive community where business drives us, recreational opportunities inspire us, and our citizens power us.*

Mission: *By collaborating with partners within and beyond, Elk Point is a safe and prosperous regional centre that attracts people to succeed where they live.*



- A legal Agreement between FLFN and the Town of Elk Point is prepared usually after the adoption of Loan Bylaw 876/23 or before 3rd reading whichever Council directs and will require security outside of FLFN to the Town's satisfaction. This agreement is prepared by Town's legal advisors.
- Administration will revise the Procedural Bylaw to include steps for Public Hearing and bring it back to an upcoming Council meeting for Council's review and adoption.

Budget/Financial Implications: \$500,000

Legislation/Bylaw/Policy Consideration: Strategic Plan, Loan Bylaw, Advertising Bylaw, MGA and Legal Agreement

Economic Development: A huge economic boost for the Town of Elk Point, St Paul County and FLFN. Many jobs will be created and secondary spin-off businesses.

Strategic Alignment:

- #1 – A Robust Economy that Benefits the Town and Region
- #4 - Effective Leadership and Communication

Public Participation Policy:

- #4 - Appropriate and Responsive
- #2 - Transparent and Accountable

Alternatives

1. As directed by Council.
2. That this item be received as information.
3. That Council proceed with 2nd
4. That Council adjourn the Public Hearing to a later Council meeting August 28 or a Special Council meeting to be set up to hear from residents and/or businesses.

Vision: A safe and supportive community where business drives us, recreational opportunities inspire us, and our citizens power us.

Mission: By collaborating with partners within and beyond, Elk Point is a safe and prosperous regional centre that attracts people to succeed where they live.



5. That Council proceed with 2nd Reading. Further, that Administration be directed to engage Town solicitors to prepare legal agreement.
6. That Council proceed with 2nd and 3rd Readings and direct Administration to engage Town solicitors to prepare legal agreement.

Recommendation

1. As directed by Council.

Respectfully submitted by:



Ken Gwozdz, CAO

Vision: A safe and supportive community where business drives us, recreational opportunities inspire us, and our citizens power us.

Mission: By collaborating with partners within and beyond, Elk Point is a safe and prosperous regional centre that attracts people to succeed where they live.

RES #22-245, BYLAW
876/23 LOAN BYLAW
Res #23-279 05-23-2023

MOVED by Councillor Boorse that Bylaw 876/23 be given 1st Reading this 23rd day of May, 2023. Further that Town advertise Loan Bylaw 876/23 and bring back to June 26 regular Council meeting.

CARRIED

BYLAW 876/23
TOWN OF ELK POINT #043

A BYLAW TO AUTHORIZE THE TOWN OF ELK POINT TO MAKE A LOAN TO FROG LAKE FIRST NATIONS FOR THE PURCHASING OF LOTS 1, 2 AND 3 OF BLOCK 46 PLAN 1223731

WHEREAS pursuant to Section 264(2) of the Municipal Government Act, Revised Status of Alberta 2000, Chapter M-26, a municipality may loan money to a non-profit organization if the municipal council considers that the money loaned will be used for a purpose that will benefit the municipality;

AND WHEREAS the Frog Lake First Nation is an entity established under a law of Canada for a purpose other than to make a profit and is a non-profit organization as defined in the Municipal Government Act;

AND WHEREAS the Frog Lake First Nation proposes to acquire an interest in Lots 1, 2 and 3 of Block 46 Plan 1223731 and council considers the purchase and subsequent development of the lands to be a purpose that will benefit the municipality;

WHEREAS the estimated cost to the Frog Lake First Nation to purchase Lots 1, 2 and 3 of Block 46 Plan 1223731 is \$560,700 and the total amount to be borrowed from the Town of Elk Point will be \$500,000.00;

WHEREAS the Town of Elk Point will use funds (\$500,000) from the unrestricted surplus.

NOW THEREFORE, THE MUNICIPAL COUNCIL OF THE TOWN OF ELK POINT, IN THE PROVINCE OF ALBERTA DULY ASSEMBLED, ENACTS AS FOLLOWS:

- 1) The Town of Elk Point in accordance with Section 265 of the Municipal Government Act, RSA 2000, Chapter M-26, is hereby authorized to lend to the Frog Lake First Nation the principal sum of \$500,000.00 to be re-paid in accordance with the terms and conditions of the lending agreement attached as Schedule "A" to this Bylaw.
- 2) The purpose of the loan is to assist the Frog Lake First Nation with the acquisition of an interest in the lands described in the preamble to this Bylaw in order to develop the lands.
- 3) The source of the money to be loaned is the unrestricted surplus described in the preamble to this Bylaw.
- 4) The minimum rate of interest, the term and the terms of repayment of the loan are as set out in Schedule "A" to this Bylaw.

READ a FIRST time in Council this 23rd day of May A.D., 2023.


Mayor


Chief Administrative Officer

READ a SECOND time in Council this _____ day of _____ A.D., 2023.

Mayor

Chief Administrative Officer

READ a THIRD time in Council and FINALLY passed this _____ day of _____ A.D., 2023.

Mayor

Chief Administrative Officer

Schedule 'A'

This Agreement made this _____ day of _____, 2023.

BETWEEN:

THE TOWN OF ELK POINT
in the Province of Alberta
(the "Lender")

Of the First Part

And

FROG LAKE FIRST NATION
(the "Borrower")

Of the Second Part

WHEREAS the Borrower has requested that the Lender lend to the Borrower the sum of FIVE HUNDRED THOUSAND DOLLARS (\$500,000.00) (hereinafter referred to as "the Loan Amount") and the Lender is prepared to lend to the Borrower the Loan Amount on the terms and subject to the condition hereinafter set forth;

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the mutual covenants and agreements hereinafter set forth, the parties hereto covenant and agree with each other, except as otherwise stated, as follows:

1. Subject to the requirements of paragraph 2 of this Agreement, the Lender shall lend to the Borrower a maximum of FIVE HUNDRED THOUSAND DOLLARS (\$500,000.00), to be repaid on or before September 1, 2028.
2. As security for repayment to the Lender of the Loan Amount and all other sums owing to the Lender pursuant to this Agreement, the Borrower shall provide or arrangement for the provision of a collateral mortgage or charge on lands in the principal amount of \$500,000.00 (in a form and on terms and conditions satisfactory to the Lender in its sole discretion) to the Lender with respect to the lands described as Plan 1223731, Block 46, Lots 1, 2 & 3. For further clarity, the Lender shall not be required to advance the Loan Amount or any portion thereof to the Borrower until the requirements of this paragraph 2 have been complied with.
3. The Borrower shall pay interest to the Lender on the Loan Amount at the rate of:
 - a. one (1%) percent per annum for the first year following the advance of the Loan Amount by the Lender to the Borrower, and;
 - b. three and three quarter (3.75%) percent per annum for the balance of the term of this Agreement

calculated monthly in advance as well after as before maturity, default and judgment and compounded annually.

Schedule 'A'

4. The Borrower shall make interest payments in the amount of (~~\$5,000~~) on the first anniversary, then \$18,750 on the loan anniversary in 2024, 2025, 2026, 2027, and 2028. ~~payable in advance of each year of the term of this Agreement.~~
5. The Borrower shall repay the Loan Amount together with outstanding interest on or before September 1, 2028.
6. The Borrower shall use the Loan Amount for the sole purpose of the acquisition of an interest in lands located in the Town of Elk Point and described as Plan 1223731, Block 46, Lots 1, ~~and 2~~ & 3, for the purpose of subsequent development of said lands. The use of the Loan Amount for any other purpose shall constitute a breach of this Agreement.
7. In the event that the Borrower shall be in default of this Agreement the full balance of the Loan Amount shall become due and payable in full.
8. Each of the parties shall, upon the reasonable request of the other parties, make, do, execute or cause to be made, done, or executed all such further and other lawful acts, deeds, things, documents and assurances of whatsoever nature and kind for the better or more perfect or absolute performance of the terms and conditions of this Agreement.
9. This Agreement shall ensure to the benefit of and shall be binding upon the parties hereto and their respective successors and assigns.
10. The Borrower represents and warrants that it has the requisite authority, including the consent of the majority of the councillors of the council of the band present at a meeting of the council duly convened, to enter into this Agreement.

IN WITNESS WHEREOF the parties have hereunto set their hands and affixed their seals as of the day and year first above written.

Town of Elk Point

_____ (seal)

_____ (seal)

Frog Lake First Nation

_____ (seal)

_____ (seal)

(Witness)

Loan Bylaw in Paper

Tuesday, June 20, 2023, Lakeland This Week - A49



Vicki Brooker photo

This year, the sun shone brightly as Dashiell Sears got set for his second annual Lemonade Day, once again located in front of the Town of Elk Point's administration building, and the 2022 Best Stand Winner was quite happy to have a warmer and rain-free opportunity to serve up his lemonade to the public this time around.



Vicki Brooker photo

The Little Lemonade Troopers on 58 Ave. may have been a late addition to the Lemonade Day lineup, but they still had time to promote their lemonade stand with bright and beautiful signs, which some of the group carried down to the 51 Street corner to encourage people to turn down the street and check out their lemonade.



Photo supplied

The \$8,000 proceeds from the June 7 Elk Point Emergency Services Golf Tournament were presented to STARS Shock Trauma Air Rescue Society last week. Left to right are Kyle Slater (Elk Point RCMP), Michael Christian (STARS), Jonny Nielsen (Lions), Christina Moores (Elk Point Fire Department) and Danielle Fedirko (Medavie). Nineteen teams took part in the first tournament for STARS to be held since 2019, prior to the COVID pandemic.



Vicki Brooker photo

Elk Point Elks Lodge is very happy to share the former Elks Hall with Play 2 Learn Daycare, and at their June 6 meeting, Elks Exalted Ruler Lorne Young presented daycare operator Katlyn Caron with a \$1,530 cheque, equal to one month's rent for the facility, to assist the daycare with operating expenses.

PYROGHY SUPPER

ELK POINT ALLIED ARTS CENTRE,
JULY 1ST 5-7 PM

Large Plate \$12
Small Plate \$8

THE CAROLINES

Best in Country &
Western Music

When: July 1, 2023 @ 7:30 p.m.
Where: Elk Point Allied Arts & Leisure Centre

Advanced Reserved Seating - \$40 | Rush Seating at the Door - \$45

FOR TICKETS CALL
780-614-0204



PUBLIC NOTICE TO ELECTORS OF THE TOWN OF ELK POINT BYLAW 876/23 - LOAN BYLAW SECTION 264 (2) AND 265 OF THE MUNICIPAL GOVERNMENT ACT

Please be advised that this is a loan bylaw to allow Frog Lake First Nations to borrow \$500,000 from the Town of Elk Point to purchase Lots 1, 2 and 3 of Block 46, Plan 1223731 in the Town's Industrial Park.

TAKE NOTICE the Town of Elk Point Council, in the Province of Alberta, gave first reading on May 23rd, 2023 to Loan Bylaw 876/23 which will, upon final passage and approval, authorize the proper officers of the said Town to lend funds to Frog Lake First Nations in the amount of five hundred thousand dollars (\$500,000) for the purchase of Lots 1, 2 and 3, Block 46, Plan 1223731.

NOW THEREFORE NOTICE is hereby given by the Council of the Town of Elk Point that, unless a petition for a vote on Bylaw 876/23 - Loan Bylaw is provided to the Town by the terms of the Municipal Government Act, the said Council may pass the bylaw.

The original proposed Bylaw 876/23 and Schedule "A" may be viewed at:
Town of Elk Point, 4914 50 Ave, Elk Point, Alberta, between the hours of 8:30 am and 4:30 pm (closed from Noon to 1:00 pm) Monday through Friday (holidays excluded).

DATED at the Town of Elk Point, in the Province of Alberta, this 25th day of May, 2023.

Thank you,
Chief Administrative Officer: Ken Gwozdzi
A Public Hearing will be held on Monday, June 26th, 2023 at 6:30 PM in the Council Chambers.

INFORMATION FOR ELECTORS

Pursuant to the Municipal Government Act an "elector" means:
A person who is eligible to vote in an election for a councillor under the Local Authorities Election Act. Pursuant to the Local Authorities Election Act a person is eligible to vote in an election if that person:

- a) is at least 18 years old,
- b) is a Canadian citizen, and
- c) resides in Alberta and the person's place of residence is located in the municipality on election day.

A petition for a vote of the electors on the proposed bylaw must be signed by electors of the municipality equal in number to at least 10% of the population and be in accordance with sections 222 to 225 of the Municipal Government Act. A petition for a vote of the electors must be reviewed by the Chief Administrative Officer with 15 days after the date of the last publication of this notice.

LakelandTODAY.ca
POWERED BY BONNYVILLE NOUVELE, LAC LA BICHE POST,
ST. PAUL JOURNAL, ELK POINT REVIEW

STAY IN THE LOOP!
Go to LakelandTODAY.ca

BYLAW 820/19
TOWN OF ELK POINT #043

BEING A BYLAW OF THE TOWN OF ELK POINT, IN THE PROVINCE OF ALBERTA, TO ESTABLISH AN ALTERNATE METHOD FOR ADVERTISING STATUTORY NOTICES.

WHEREAS, Section 606(2) of the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, provides that a Council must give notice of the Bylaw, resolution, meeting, public hearing, or other thing by advertising in a newspaper or other publication circulating in the area to which the proposed Bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held; mailing or delivering a notice to every residence in the affected area; or, another method provided for in a Bylaw under Section 606.1;

AND WHEREAS, Section 606.1 of the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, provides that a Council may, by Bylaw, provide for one or more methods, which may include electronic means, for advertising proposed Bylaws, resolutions, meetings, public hearings, and other things referred to in this Section;

AND WHEREAS, Council is satisfied that the method the Bylaw would provide for is likely to bring proposed Bylaws, resolutions, meetings, public hearings, and other things advertised by that method to the attention of substantially all residents in the area to which the Bylaw, resolution or other thing relates or in which the meeting or hearing is to be held;

NOW THEREFORE, the Council of the Town of Elk Point, in the Province of Alberta, duly assembled, enacts as follows:

SECTION ONE – SHORT TITLE:

1. This Bylaw shall be known as the “Advertisement Bylaw”.

SECTION TWO – ADVERTISEMENT METHOD:

2. Any notice required to be advertised under Section 606 of the Municipal Government Act of a Bylaw, resolution, meeting, public hearing, or other thing may be given, in accordance with the timelines prescribed in Section 606:
 - a. electronically by posting a notice prominently on the Town of Elk Point’s website,
 - b. electronically by posting a notice prominently on any of the Town of Elk Point’s official social media sites,



- c. publicly by posting a notice prominently on the bulletin board in the Town Administrative Office, and
- d. publicly by posting the notice in the local newspaper for two consecutive weeks.

READ a FIRST time in Council this 23rd day of September, A.D. 2019.

[REDACTED]
Lorne Young, Mayor

[REDACTED]
Ken Gwozdz, Chief Administrative Officer

READ a SECOND time in Council this 23rd day of September, A.D. 2019.

[REDACTED]
Lorne Young, Mayor

[REDACTED]
Ken Gwozdz, Chief Administrative Officer

READ a THIRD time and FINALLY PASSED by a majority of those present this 23rd day of September, A.D. 2019.

[REDACTED]
Lorne Young, Mayor

[REDACTED]
Ken Gwozdz, Chief Administrative Officer

af

Effective Leadership and Communication

As a foundation for all the goals the Town has set for itself through this Strategic Plan is the need for effective leadership and management within the Town. This includes how Council and Administration can have a firm foundation in its bylaws and policies and how it can best work with external organizations and others orders of government to support what makes Elk Point both unique and attractive, both now and into the future.

Goals

1. Strong Advocacy with Local, Regional, Provincial, and National Partners

TACTICS:

- Continue building formal and informal collaboration with other regional municipalities and Indigenous groups to the benefit of the Town and its residents.
- Ensure that real engagement occurs with Provincial and Federal governments on issues that are important and relevant to people who call Elk Point home.
- Look for regional efficiencies that can be found through the use of shared services, functions and access to resources.
- Regularly collaborate with local business and industry in areas that benefit the Town and stakeholders.
- Support volunteers and volunteer groups in how they achieve their own desired community outcomes.

2. Actively Engage with Residents and External Organizations

TACTICS:

- Increase the variety of communication and engagement tools that allow the Town to best 'meet people where they are.'
- Develop a plan that ensures regular external communication with local community groups, businesses, regional partners, and provincial stakeholders on fiscal, social and infrastructure issues.
- Ensure that accessibility to the Town's public information is barrier-free.
- Increase the number of opportunities for authentic engagement with Town residents.





REQUEST FOR DECISION

Council Meeting: June 26, 2023

**Re: Letter 22-116 – Lot 11, Block 2, Plan 5389CL – C-Cans
Res #22-598 – 12/12/2022**

Request:

On December 6th, 2022, the Town of Elk Point received a letter from the property owner of Lot 11, Block 2, Plan 5389CL pertaining to the 2 C-cans residing on the property. The property owner had requested 6 months for them to organize their belongings and remove the 2 C-cans from the property.

On December 12th, 2022, Council passed Res #22-598 to allow the requested time of 6 months to complete the listed tasks. Following the Council meeting, a letter was sent to the property owner on December 15th, 2022 stating the allowed time period of 6 months from December 15, 2022, to June 15th, 2023.

- Attached is letter 22-116 with res #22-598, dated December 15th, 2022.
- Attached letter from the property owner, received June 22nd, 2023.
- Attached are photos of 2 C-cans.
- Attached Land Use Bylaw Districts C1 & M.

Budget/Financial Implications: N/A

Legislation/Bylaw/Policy Consideration: C-Cans are not allowed in this area.

Economic Development: N/A

Strategic Alignment:

- #4 - Effective Leadership and Communication

Vision: A safe and supportive community where business drives us, recreational opportunities inspire us, and our citizens power us.

Mission: By collaborating with partners within and beyond, Elk Point is a safe and prosperous regional centre that attracts people to succeed where they live.



Public Participation Policy:

- #4 - Appropriate and Responsive
- #5 - Evaluation and Continual Improvement

Alternatives

1. As directed by Council.
2. That this item be received as information.
3. That Council direct Administration to send a letter to the property owner of Lot 11, Block 2, Plan 5389CL to remove the 2 C-cans residing on the property before July 31, 2023.

Recommendation

3. That Council direct Administration to send a letter to the property owner of Lot 11, Block 2, Plan 5389CL to remove the 2 C-cans residing on the property before July 31, 2023.

Respectfully submitted by:

Ken Gwozdz, CAO

Vision: A safe and supportive community where business drives us, recreational opportunities inspire us, and our citizens power us.

Mission: By collaborating with partners within and beyond, Elk Point is a safe and prosperous regional centre that attracts people to succeed where they live.

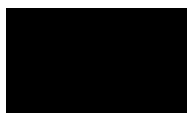


TOWN OF ELK POINT

PO Box 448
Elk Point, Alberta
T0A 1A0

P: (780) 724-3810
F: (780) 724-2762
E: town@elkpoint.ca

www.elkpoint.ca



Elk Point, AB
T0A 1A0

File No. 22-116

December 15, 2022

Dear 

RE: Legal Description – Lot 11, Block 2, Plan 3589CL
6 Month Time Request
C-cans

Please be advised that the Town of Elk Point Council has reviewed your letter dated for December 6th, 2022, for the request to have six (6) months to empty the two (2) C-cans that are currently located on Lot 11, Block 2, Plan 3589CL. The Town of Elk Point Council has passed resolution #22-598 to allow for the two (2) C-cans to remain on your property for the next six (6) months, December 15, 2022 to June 15, 2023.

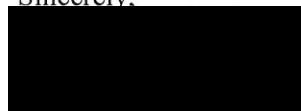
LOT 11, BLOCK 2, PLAN
3589CL – C-CANS
Res #22-598 12-12-2022

MOVED by Councillor Yaremkevich that Council directs the Chief Administrative Officer to allow the requested time of 6 months from December 6, 2022 to June 6, 2023 by the landowner of Lot 11, Block 2, Plan 5389 CL to complete moving their items out and remove the C-cans upon completion.

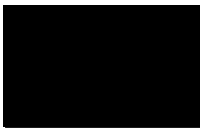
CARRIED

This will allow you to empty the contents from the C-cans as you have requested. The two (2) C-cans must be removed from the property by June 15, 2023. If this has not been completed and the C-cans have not been removed from the property by June 15, 2023 or sooner, the Town of Elk Point will enforce the Town bylaws to remove these C-cans.

Sincerely,



Ken Gwozdz
Chief Administrative Officer
Cc: Michael Niesen, Bylaw Enforcement Officer


Elk Point, AB
T0A 1A0

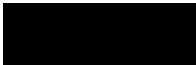
RECEIVED
JUN 22 2023
TOWN OF ELKPOINT

June 19, 2023

Dear Mayor and council,

I am here to provide an update on the sea cans on the property of 4826 49 st. First, thank you for providing me with the leinancy in having the sea cans on my property as I do renovations. To tell you the truth it has been a long process, as there were a lot more issues then was expected. I am committed to bringing this property back up to code and working with the trades to do so. I would like to ask for another 6 months of leniency to get all the issues solved. I am committed to moving out the sea cans as soon as possible because I pay monthly rent on the units.

Thank you for your understanding,





2023/06/23





5.7 CENTRAL COMMERCIAL (C1) DISTRICT

- (1) Purpose - The purpose of this District is to allow commercial development appropriate for the Central Business District of Elk Point, involving fairly high density development. The regulations do not allow obnoxious uses or those involving excessive outside storage.
- (2) Permitted and Discretionary Uses
 - (a) Permitted Uses
 - (i) Business support services establishments
 - (ii) Commercial schools
 - (iii) Eating and drinking establishments
 - (iv) General retail establishments
 - (v) Government services
 - (vi) Health services
 - (vii) Household repair services
 - (viii) Libraries and cultural exhibits
 - (ix) Office uses
 - (x) Personal service shops
 - (xi) Public parks
 - (xii) Public uses
 - (xiii) Public utilities that have no workshop as a part of the development
 - (xiv) Buildings and uses accessory to permitted uses
 - (b) Discretionary Uses
 - (i) Alternative energy systems
 - (ii) Auctioneering establishments
 - (iii) Automotive and minor recreation vehicle sales/rentals establishments
 - (iv) Day care facilities
 - (v) Dwelling units in buildings where there is a commercial use on the ground floor adjacent to the front line
 - (vi) Entertainment establishments
 - (vii) Equipment rental establishments
 - (viii) Fleet services
 - (ix) Funeral services
 - (x) Hotels
 - (xi) Indoor amusement establishments
 - (xii) Limited contractor services
 - (xiii) Minor repair shops
 - (xiv) Motels
 - (xv) Off-street parking lots
 - (xvi) Private clubs

- (xvii) Recreational facilities
- (xviii) Single detached dwellings in existence as of the date of the approval of this Bylaw
- (xix) Veterinary clinics
- (xx) Other uses which, in the opinion of the Development Authority, are similar to the above mentioned permitted and discretionary uses
- (xxi) Buildings and uses accessory to discretionary uses

(3) Subdivision Regulations

- (a) Minimum site width – 9.0 m (29.5 ft.)
- (b) Minimum site area – 330 m² (3552.2 ft²)

(4) Development Regulations

- (a) The design, siting, external finish, architectural appearance and landscaping of all developments, including any accessory buildings and signs and any reconstruction shall be to the satisfaction of the Development Authority in order that there shall be general conformity in such matters with adjacent buildings and that there may be adequate protection afforded to the amenities of any adjacent residential uses.
- (b) Where groups of buildings are built, or buildings which are to accommodate a number of individual establishments on one site, development requirements shall be determined by the Development Authority having in mind the overall development and the parking requirements of this Bylaw.
- (c) Maximum Site Coverage - 80%, provided that adequate provision, in the opinion of the Development Authority, for access, parking, loading and garbage facilities.
- (d) Minimum Required Front Yard – None, unless, in the sole opinion of the Development Authority, a front yard is required to conform or compliment existing or adjacent development
- (e) Minimum Required Side Yard – None, unless the subject site is adjacent to a residential use, in which case the minimum required side yard abutting the residential use shall be 1.5 m (4.9 ft.).
- (f) Minimum Required Rear Yard – 7.5 m (24.6 ft.), or as required by the Development Authority.
- (g) Maximum Height – 13.7 m (45 ft.)
- (h) Access, Parking and Loading - Each site shall have direct access to a lane at one side or at the rear.

- (i) Landscaping - When a commercial use is proposed adjacent to a Residential District, a landscaped buffer shall be provided and maintained on the site of the commercial use between the commercial use and the Residential District. The buffer may be comprised of any or all of the following: landscaped green space, closed or open fencing, trees, and/or earth berming. All details of the buffer, including its size, width, and components, shall be to the satisfaction of the Development Authority.
- (j) Outdoor Storage - No outdoor storage shall be allowed in the C1 District, even as an accessory use to a permitted or a discretionary use which is allowed.
- (k) Dwelling Units - The following regulations shall apply to dwelling units within the C1 District:
 - (i) Dwelling units shall have access at grade which is separate from any access for any commercial use.
 - (ii) Dwelling units in commercial buildings shall meet the requirements for apartments in the R3 District, except for minimum site area, minimum required yards, and maximum site coverage, which shall all be at the sole discretion of the Development Authority.
 - (iii) Notwithstanding any other provision of this Bylaw to the contrary, if an existing single detached dwelling in the C1 District is damaged or destroyed to the extent of more than 75 percent of the value of the building above its foundation, the building may not be repaired or rebuilt.
- (l) Other Site Requirements - See Parts 3 and 4 of this Schedule B

5.9 INDUSTRIAL (M) DISTRICT

- (1) Purpose - The purpose of this District is to provide for business and industrial uses which create little or no nuisance or hazard beyond the site upon which they are located, but which, by their nature, are better suited to locations away from concentrations of population.
- (2) Permitted and Discretionary Uses
 - (a) Permitted Uses
 - (i) Animal hospitals
 - (ii) Automotive and equipment repair shops
 - (iii) Automotive and minor recreational vehicles sales/rentals establishments
 - (iv) Business support services establishments
 - (v) C-cans
 - (vi) Drive-in businesses, but only if they are drive-through vehicle service establishments
 - (vii) Equipment rental establishments
 - (viii) Fleet services
 - (ix) Funeral services
 - (x) General industrial uses
 - (xi) Greenhouses and plant nurseries
 - (xii) Industrial vehicle and equipment sales/rentals establishments
 - (xiii) Limited contractor services
 - (xiv) Public parks
 - (xv) Public uses
 - (xvi) Recycling depots
 - (xvii) Repair service establishment
 - (xviii) Self-service storage facilities
 - (xix) Small animal breeding and boarding establishments
 - (xx) Truck and recreational vehicle sales/rentals establishments
 - (xxi) Trucking establishments
 - (xxii) Veterinary clinics
 - (xxiii) Workshop
 - (xxiv) Buildings and uses accessory to permitted uses
 - (b) Discretionary Uses
 - (i) Alternative energy systems
 - (ii) Agricultural industry
 - (iii) Auctioneering establishments
 - (iv) Eating and drinking establishments
 - (v) General contractor services
 - (vi) Medium industrial uses

- (vi) Outdoor amusement establishments
- (viii) Outdoor storage
- (ix) Recreational facilities
- (x) Surveillance suites
- (xi) Work camps
- (xii) Other uses which, in the opinion of the Development Authority, are similar to the above mentioned permitted and discretionary uses
- (xiii) Any uses listed as either a permitted or discretionary use within the Highway Commercial (C2) District
- (xiii) Buildings and uses accessory to discretionary uses

(3) Subdivision Regulations

- (a) Minimum site area – 450 m² (4843.9 ft²)
- (b) Minimum site width – 15 m (49.2 ft.)

(4) Development Regulations

- (a) Maximum Site Coverage – 60%
- (b) Minimum Required Front Yard – 6.0 m (19.7 ft.), unless a greater yard is deemed necessary by the Development Authority. No loading, parking, or storage area shall be allowed within the required minimum front yard.
- (c) Minimum Required Side Yard
 - (i) The minimum required side yard shall be 6.0 m (19.7 ft.) on one side and 1.5 m (4.9 ft.) on the other for a building up to a height of 4.5 m (14.8 ft.). For a building over 4.5 m (14.8 ft.), the minimum required side yard shall be increased by 0.3 m (1 ft.) for every 1.0 m (3.3 ft.) of height up to a maximum requirement of 6.0 m (19.7 ft.).
 - (ii) Corner and double fronting sites shall provide side yards as provided pursuant to Section 1.8 of Part 1 of this Schedule.
 - (iii) On corner sites, site lines shall be protected pursuant to Section 1.9 of Part 1.
- (d) Minimum Required Rear Yard – at the discretion of the Development Authority, except that where the rear yard is adjacent to a Residential District, the minimum required rear yard shall be 5.0 m (16.4 ft.).
- (e) Maximum Height – 13.7 m (45 ft.)
- (f) Upkeep of Site - The entire site and all buildings shall be maintained in a neat and tidy manner to the satisfaction of the Development Authority. This shall include the trimming and upkeep of landscaped areas and the removal of debris and unsightly objects.



REQUEST FOR DECISION

Council Meeting: June 26, 2023

**Re: Donations – Jaws of Life
Res #23-23 Elk Point & District Fire Committee**

Request:

The Town of Elk Point received a donation in memory of Ron Fraess on February 3rd, 2023, for the Elk Point Fire Department. At the April 27th, 2023, Elk Point & District Fire Committee meeting, it was recommended that the donated funds be put towards the replacement of the Jaws of Life.

- Attached is resolution # 23-23 from the Elk Point & District Fire Committee meeting.

Budget/Financial Implications: Donation of \$5,000 for Fire equipment.

Legislation/Bylaw/Policy Consideration: N/A

Economic Development: N/A

Strategic Alignment:

- #3 – Quality Infrastructure and Contributes to a Sustainable Environment
- #4 - Effective Leadership and Communication

Public Participation Policy:

- #4 - Appropriate and Responsive
- #2 - Transparent and Accountable

Vision: A safe and supportive community where business drives us, recreational opportunities inspire us, and our citizens power us.

Mission: By collaborating with partners within and beyond, Elk Point is a safe and prosperous regional centre that attracts people to succeed where they live.



Alternatives

1. As directed by Council.
2. That this item be received as information.
3. That Council direct Administration to add \$5,000 to the Jaws of Life reserve in memory of Ron Fraess.

Recommendation

3. That Council direct Administration to add \$5,000 to the Jaws of Life reserve in memory of Ron Fraess.

Respectfully submitted by:



Ken Gwozdz, CAO

Vision: A safe and supportive community where business drives us, recreational opportunities inspire us, and our citizens power us.

Mission: By collaborating with partners within and beyond, Elk Point is a safe and prosperous regional centre that attracts people to succeed where they live.

DONATION – JAWS OF
LIFE

Res. #23-23 04-27-2023

MOVED by Member Tim Smereka that the \$5,000 donation be put into the
Revenue Fund for Jaws of Life.

CARRIED



REQUEST FOR DECISION

Council Meeting: June 26, 2023

Re: Tax Recovery – Public Auction Date

Request:

As per MGA s. 419, a date must be set for public auction of the properties in the Tax Notification process. The auction may fall on any date between April 1st 2023 and March 31st 2024, one year after placing a property on the tax arrears list.

- On March 31, 2022, twenty (20) properties were registered for tax arrears at the Land Title Office to recover the arrears in accordance with MGA s. 418
- Four (4) of these properties were commercial, seven (7) of these properties were residential and nine (9) of these properties were industrial.
- Four (4) commercial properties, four (4) and residential properties, and seven (7) industrial properties are remaining (15 total) that have not paid their tax arrears.

Budget/Financial Implications:

- Collection of taxes in arrears
- Possible Town ownership of any property not sold via auction as per MGA section 424

Legislation/Bylaw/Policy Consideration:

MGA section 419

Economic Development:

N/A

Strategic Alignment:

- #4 - Effective Leadership and Communication

Vision: A safe and supportive community where business drives us, recreational opportunities inspire us, and our citizens power us.

Mission: By collaborating with partners within and beyond, Elk Point is a safe and prosperous regional centre that attracts people to succeed where they live.



- Choose an item.
- Choose an item.

Public Participation Policy:

- #2 - Transparent and Accountable
- #4 - Appropriate and Responsive
- Choose an item.

Alternatives

1. As directed by Council.
2. That this item be received as information.
3. That Council direct Administration to hold a closed bid Public Auction for tax arrears properties on October 03, 2023 at 10:00 am in the Elk Point Council Chambers. Properties are to be sold 'as is' with no warranty as to condition of the building and/or property. Furthermore, that the reserve bid be the assessed value.

Recommendation

3. That Council direct Administration to hold a closed bid Public Auction for tax arrears properties on October 03, 2023 at 10:00 am in the Elk Point Council Chambers. Properties are to be sold 'as is' with no warranty as to condition of the building and/or property. Furthermore, that the reserve bid be the assessed value.

Respectfully submitted by:

Ken Gwozdz, CAO

Vision: *A safe and supportive community where business drives us, recreational opportunities inspire us, and our citizens power us.*

Mission: *By collaborating with partners within and beyond, Elk Point is a safe and prosperous regional centre that attracts people to succeed where they live.*



REQUEST FOR DECISION

Council Meeting: June 26, 2023

Re: Return of Development Performance Deposit

Request:

From 2005 – 2019, 13 Applicants did not meet the requirements within 8-1-15 Return of Development Performance Deposits policy to complete their development permits. The policy states that the deposits will be forfeited if the file is not complete within one year of a non-compliance letter. The administration has followed up in writing on all of the open files from 2005 to 2019. The attached list identifies the deposits that Administration recommends to be forfeited.

- Attached Policy 8-1-15 Return of Development Performance Deposit
- Attached Procedure 8-1(a) Return of Development Performance Deposit

Budget/Financial Implications: N/A

Legislation/Bylaw/Policy Consideration: N/A

Economic Development: N/A

Strategic Alignment:

- #4 - Effective Leadership and Communication

Public Participation Policy:

- #5 - Evaluation and Continual Improvement
- #3 - Inclusive and Accessible
- #4 - Appropriate and Responsive

Vision: A safe and supportive community where business drives us, recreational opportunities inspire us, and our citizens power us.

Mission: By collaborating with partners within and beyond, Elk Point is a safe and prosperous regional centre that attracts people to succeed where they live.



Alternatives

1. As directed by Council.
2. That this item be received as information.
3. That Council direct Administration to follow Policy 8-1-15 Return of Development Performance Deposit and 8-1(a) Return of Development Performance Deposit Procedure to move from Building Deposits to General Revenue 1-61-520 a total of \$17775.10.
4. That Council not direct Administration to move \$17775.10 to General Revenue as per the Policy 8-1-15 Return of Development Performance Deposit and 8-1(a) Return of Development Performance Deposit Procedure.

Recommendation

3. That Council direct Administration to follow Policy 8-1-15 Return of Development Performance Deposit and 8-1(a) Return of Development Performance Deposit Procedure to move from Building Deposits to General Revenue 1-61-520 a total of \$17775.10.

Respectfully submitted by:



Ken Gwozdz, CAO

Vision: A safe and supportive community where business drives us, recreational opportunities inspire us, and our citizens power us.

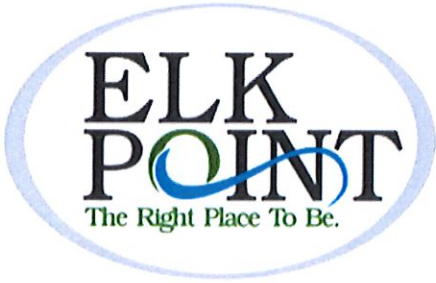
Mission: By collaborating with partners within and beyond, Elk Point is a safe and prosperous regional centre that attracts people to succeed where they live.

2023 BUILDING DEPOSIT
CLEAN UP

05-03		902.05	NON COMPLIANT	LETTER - ASKED TO COMPLETE 2009
05-09		1,000.00	NON COMPLIANT	LETTER - 2011
07-26		1,000.00	NON COMPLIANT	PROPERTY SOLD
07-29		923.05	NON COMPLIANT	PROPERTY SOLD
12-17		1,500.00	NON COMPLIANT	EMAIL 2015 TO CORRECT
13-03		1,500.00	NON COMPLIANT	LETTER NOV 2013/APRIL 2023
13-17		1,500.00	NON COMPLIANT	PROPERTY SOLD
13-26		1,500.00	NON COMPLIANT	JAN 2015 PERMIT REPORT - LETTERS AND APRIL 2023
14-16		1,000.00	NON COMPLIANT	PROPERTY SOLD AND NEW OWNER COMPLIANT
15-06		1,000.00	NON COMPLIANT	PROPERTY SOLD BUILDER SAID COULD NOT BE DONE
17-06		2,000.00	NON COMPLIANT	TAKEN DOWN AND MOVE TO ANOTHER LOCATION
19-06		2,000.00	NON COMPLIANT	LETTER APRIL 2020/APRIL 2023
19-08		1,950.00	NON COMPLIANT	PLUMBING/NO GAS PERMITS-LETTER 2020/APRIL 2023

17,775.10

NON COMPLIANT MOVE TO GENERAL REVENUE

	Town of Elk Point Return of Development Performance Deposit Policy	
	Policy Number:	8-1-15
	Approval Date:	May 23, 2023
	Effective By:	May 23, 2023
	Supersedes:	
	Revision Date:	
	Review Date:	May 23, 2028
	Department:	Planning and Development
	Reference:	Motion #15-327, 23-280

Reason for Policy:

To establish rules and prohibitions that defines acceptable requirements and procedures for the return of Development Performance Reviews.

Policy Statement:

Each application for a development permit that also requires a building permit shall be accompanied by a development deposit, based on the uses below, that amount of which shall be determined from time to time by resolution of Council, which will be retained until such time the following has been completed:

1. The Town is in receipt of a Permit Services Report indicating that all permits issued in relation to the development, including building, electrical, plumbing and gas disciplines, have had final inspection, and have been given permission for occupancy, or in the case of deficiencies noted on the final inspection report, that the applicant has corrected the work within the thirty (30) day period and has signed and returned the report to the inspection agency. Any Schedules required by the *ACT* should be submitted at this time. It is then that the Town deems the permit closed compliant pursuant to s.39 of *the Safety Codes Act*, **and**
2. The Town Administrative staff has inspected the property and confirms that the development is consistent with the approval and that all conditions specified on the development permit have been met. Because these conditions often consist of seasonal items, such as the development of parking and landscaping areas, the Town allows applicants one (1) year after construction completion to meet these conditions, **and**
3. The Town has completed an inspection of the development and determined that there is no damage to Town-owned land or infrastructure, such as curbs and sidewalks, municipal reserves, the corporation curb stop is visible and operational, and that the civic address is posted on the building with numbers and/or letters that are a minimum of 15 cm (6 inches) in height.

The Town may retain all or a portion of the development deposit under the following conditions:

1. If the final inspection report(s), noted in 1 above, is not returned within 30 days, the inspection agency will issue one follow-up letter, however if no response is received within 30 days, the Town deems the development **"not code compliant"**, and will retain one half (1/2) of the deposit fee listed below.
2. If after one year from the date specified in 2 and 3 above are not met or that damage has been noted, the Town will issue one (1) letter advising of the deficiencies and the timeline for completion and/or in the case of damage, the entire costs to repair the damage will be deducted from the deposit. If the applicate does not complete the work within one year, the Town, in writing, will advise of the decision to not refund all or part of the deposit.

DEVELOPMENT DEPOSIT

Residential

FEE

\$1,000

All Other Including: Multi-family residential over three (3) units,
Public, Commercial and Industrial

\$2,000

Related Information:

See: Return of Development Performance Deposit Procedure 8-1 (a)

Mayor

Chief Administrative Officer



Town of Elk Point

Return of Development Performance Deposit Procedure

Procedure Number:	8-1 (a)
Approval Date:	May 23, 2023
Effective By:	May 23, 2023
Supersedes:	
Revision Date:	
Review Date:	May 23, 2028
Department:	Planning and Development
Reference:	Res #15-327, 23-281

Each application for a development permit that also requires a building permit shall be accompanied by a development deposit, based on the uses below, that amount of which shall be determined from time to time by resolution of Council, which will be retained until such time the following has been completed:

1. The Town is in receipt of a Permit Services Report indicating that all permits issued in relation to the development, including building, electrical, plumbing and gas disciplines, have had final inspection, and have been given permission for occupancy, or in the case of deficiencies noted on the final inspection report, that the applicant has corrected the work within the thirty (30) day period and has signed and returned the report to the inspection agency. Any Schedules required by the *ACT* should be submitted at this time. It is then that the Town deems the permit closed compliant pursuant to s.39 of the *Safety Codes Act*, and
2. The Town Administrative staff has inspected the property and confirms that the development is consistent with the approval and that all conditions specified on the development permit have been met. Because these conditions often consist of seasonal items, such as the development of parking and landscaping areas, the Town allows applicants one (1) year after construction completion to meet these conditions, and
3. The Town has completed an inspection of the development and determined that there is no damage to Town-owned land or infrastructure, such as curbs and sidewalks, municipal reserves, the corporation curb stop is visible and operational, and that the civic address is posted on the building with numbers and/or letters that are a minimum of 15 cm (6 inches) in height.

The Town may retain all or a portion of the development deposit under the following conditions:

1. If the final inspection report(s), noted in 1 above, is not returned within 30 days, the inspection agency will issue one follow-up letter, however if no response is received

within 30 days, the Town deems the development **"not code compliant"**, and will retain one half (1/2) of the deposit fee listed below.

2. If after one year from the date specified in 2 and 3 above are not met or that damage has been noted, the Town will issue one (1) letter advising of the deficiencies and the timeline for completion and/or in the case of damage, the entire costs to repair the damage will be deducted from the deposit. If the applicate does not complete the work within one year, the Town, in writing, will advise of the decision to not refund all or part of the deposit.

DEVELOPMENT DEPOSIT

Residential

FEE

\$1,000

All Other Including: Multi-family residential over three (3) units,
Public, Commercial and Industrial

\$2,000

Legal Description: _____

Development # _____

I, _____ For _____
HAVE READ AND UNDERSTAND THE POLICY.

Signature

Date

Mayor

Chief Administrative Officer



REQUEST FOR DECISION

Council Meeting: June 26, 2023

**Re: Wainwright Assessment Group
Extension of Assessment Contract**

Request:

The Town of Elk Point's property assessment services contract expires June 30, 2023. Wainwright Assessment Group is the Town's current assessor. Wainwright Assessment Group has provided a proposal to renew the contract for an additional 3 years, with an annual cost increase of 3% for inflation.

- Attached is Wainwright Assessment Group's Proposal Letter and Contract.

Budget/Financial Implications: Annual contract increase for inflation of 3%

Legislation/Bylaw/Policy Consideration: N/A

Economic Development: N/A

Strategic Alignment:

- #3 – Quality Infrastructure and Contributes to a Sustainable Environment
- #4 - Effective Leadership and Communication

Public Participation Policy:

- #4 - Appropriate and Responsive
- #2 - Transparent and Accountable

Vision: A safe and supportive community where business drives us, recreational opportunities inspire us, and our citizens power us.

Mission: By collaborating with partners within and beyond, Elk Point is a safe and prosperous regional centre that attracts people to succeed where they live.



Alternatives

1. As directed by Council.
2. That this item be received as information.
3. That Council direct Administration to accept Wainwright Assessment's proposal to extend the Town's assessment contract for an additional 3 years as presented.

Recommendation

3. That Council direct Administration to accept Wainwright Assessment's proposal to extend the Town's assessment contract for an additional 3 years as presented.

Respectfully submitted by:



Ken Gwozdz, CAO

Vision: A safe and supportive community where business drives us, recreational opportunities inspire us, and our citizens power us.

Mission: By collaborating with partners within and beyond, Elk Point is a safe and prosperous regional centre that attracts people to succeed where they live.



WAINWRIGHT ASSESSMENT GROUP LTD.

604 - 10 Street
Wainwright, AB T9W 1E2
Phone (780) 842-5002
Fax (780) 842-5003
appraisals@wainwrightassessment.ca

June 19, 2023

Town of Elk Point
Attn: Ken Gwozdz, CAO
Box 448
Elk Point, AB. T0A 1A0

Dear Ken:

Re: Proposal to Renew Assessment Services Contract

Our current property assessment services contract with the Town of Elk Point expires June 30, 2023. We would like to renew our contract with the Town of Elk Point for a period of 3 years (July 1, 2023 to June 30, 2026). We do our best to hold the line on our fees, however, with inflation at an all-time high over the past years, we are forced to propose a 3% per year increase.

Please review the attached proposal and confirm either by phone or email how to proceed. If you have any questions, they can be directed to the writer at 780-842-5002.

Respectfully submitted,

Larry James, AMAA, CRA, P.App
Wainwright Assessment Group Ltd.

LJ/st

Attachment

**PROPOSAL FOR ASSESSMENT SERVICES
FOR MUNICIPAL TAX PURPOSES**

**PREPARED BY
WAINWRIGHT ASSESSMENT GROUP LTD.**

**PREPARED FOR THE
TOWN OF ELK POINT**

Proposal Date: June 19, 2023

TABLE OF CONTENTS

VENDOR PROFILE

- Introduction
- Legal Name
- Location of Office
- Vendor Contact
- Conflict of Interest

ASSESSMENT SERVICES INFORMATION

- Municipality
- Term of Assessment Services
- Appointed Assessor
- Qualifications
- Statutory Performance Requirements
- Computer Assisted Mass Appraisal System
- Property Inspection Schedule
- Public Relations
- Defense of Complaints and Appeals
- Insurance
- Ownership of Records
- Training

PROPOSED FEE AND PAYMENT SCHEDULE

Town of Elk Point Appendix "A"

LIST OF CURRENT CLIENT MUNICIPALITIES

Appendix "B"

VENDOR PROFILE

Introduction

Wainwright Assessment Group Ltd. was formed November 1, 1994 when the government privatized the assessment portion of their services. We currently have a staff of 4 property assessors/appraisers and 1 clerical support staff with an extensive level of assessment experience. At this time we supply assessment services to 29 municipalities (Appendix "B") in East Central Alberta.

Legal Name, Address and Office Location

Wainwright Assessment Group Ltd.
604 – 10 Street
Wainwright, AB T9W 1E2

Phone: 780-842-5002/5003
Fax: 780-842-5003
Email: appraisals@wainwrightassessment.ca

Vendor Contact

Larry James, AMAA, CRA, P.App
Wainwright Assessment Group Ltd.

Conflict of Interest

Upon review, we see no conflict of interest with our company providing the assessment services for the Town of Elk Point.

ASSESSMENT SERVICES INFORMATION

Provision of Assessment Services for:

Town of Elk Point

Term of Assessment Services

The period of these Assessment Services is proposed to be from July 1, 2023 to June 30, 2026.

Appointed Assessor

Larry James, AMAA, CRA, P.App, would be the appointed assessor.

Qualifications

We currently have on staff 4 Assessors/Appraisers. Three are members of the Alberta Assessors' Association (2 Accredited Municipal Assessors of Alberta (AMAA) and 1 candidate member). Three are members of the Appraisal Institute of Canada and have the Canadian Residential Appraiser (CRA) designation. In addition to our in-house staff, we have two contract appraisers who supplement our services.

Statutory Performance Requirements

Wainwright Assessment Group Ltd. will:

- Prepare assessments in accordance with the Municipal Government Act and its attendant regulations, and adhere to any other policies or guidelines as issued from time to time from the Alberta Provincial Government.
- Provide completed assessments to the Town of Elk Point in compliance with the statutory timelines prescribed in the Municipal Government Act and its attendant regulations.
- Provide assessment information as requested by the Minister of Municipal Affairs in compliance with the statutory reporting requirements prescribed in the Municipal Government Act and its attendant regulations.
- The municipality would be responsible for any increase in cost of providing assessment services due to changes in legislation/regulations by the Alberta Provincial Government.

Computer Assisted Mass Appraisal System

Wainwright Assessment Group Ltd. currently uses the CAMALOT CAMA system. Our system is supported by Munisight Ltd. in Edmonton, which we have found to be completely reliable.

The annual assessment will be provided electronically. Security for assessment data will be achieved through regular backups of the CAMA system.

Property Inspection Schedule

A general assessment valuation would be conducted every year.

Annual assessment of new properties and construction, as well as reported and discovered changes to existing properties would take place each year. In addition to annual changes, **20%** selective inspection of the properties in the municipality would take place each year.

Public Relations

The appointed assessor would be present in the municipality as required for inspections, open houses and ratepayer meetings. All ASSET reporting, audit contact and declarations via MILENET would also be the responsibility of Wainwright Assessment Group Ltd. The Assessor can be contacted via phone, fax or email. On-site interviews with ratepayers will be conducted on request.

Defense of Complaints and Appeals

The appointed assessor would also provide assessment related support including preparation and attendance at Assessment Review Board Hearings, Open Houses and ratepayers meetings.

The Municipality would be responsible for costs associated with any appeals to the Court of Queen's Bench.

Insurance

- All our staff carry automobile insurance and property damage insurance, proof of which would be provided to the municipalities upon request.
- Wainwright Assessment Group Ltd. has WCB coverage.

Ownership of Records

All assessment records of the Town of Elk Point in this contract in our possession remain the property of the Town of Elk Point. Storage of records would be at the office of Wainwright Assessment Group Ltd.

Training

All our staff take training courses and attend conferences to keep current with an ever-changing and growing industry. Recertification every 5 years is mandatory for the Alberta Assessors' Association and every two years for the Appraisal Institute of Canada.

Appendix “A”

Fee and Payment Schedule

PAYMENTS TO WAINWRIGHT ASSESSMENT GROUP LTD. FOR ASSESSMENT SERVICE FOR THE TOWN OF ELK POINT.

- For the period ranging from July 1, 2023 to June 30, 2024 = \$1,790/month plus G.S.T. or \$ 21,480/annum plus G.S.T. commencing on July 1, 2023.
- For the period ranging from July 1, 2024 to June 30, 2025 = \$1,844/month plus G.S.T. or \$ 22,128/annum plus G.S.T. commencing on July 1, 2024.
- For the period ranging from July 1, 2025 to June 30, 2026 = \$1,899/month plus G.S.T. or \$ 22,788/annum plus G.S.T. commencing on July 1, 2025.

Appendix “B”

List of Current Client Municipalities

Village of Alliance
Village of Amisk
Village of Chauvin
Village of Consort
Village of Czar
Village of Edgerton
Town of Elk Point
Village of Forestburg
Village of Glendon
Town of Hardisty
Village of Heisler
Village of Hughenden
Village of Irma
Town of Killam
Village of Kitscoty
Village of Lougheed
Village of Mannville
Village of Marwayne
Village of Myrnam
Village of Paradise Valley
Town of Provost
Village of Rosalind
Town of Sedgewick
Town of Two Hills
Village of Veteran
Town of Viking
Town of Wainwright
Municipal District of Provost
Municipal District of Wainwright

CAO REPORT

June 26, 2023

Property Taxes – 2023

Property taxes were mailed out May 11, 2023 and are due August 31, 2023. Payments are starting to come in and we expect the bulk to come in August. Public Tax Auction date and reserved bid are on the agenda for Council's review. Thank you.

Grants

A. ACP Program – 2020/2021 – Buffalo Trail North Intermunicipal ASP

1. Public open house complete (May 25, 2023)
2. Engagement complete and summary sent to Town and County
3. ASP draft is complete; however, it may change to accommodate the relocation of the SWMF
4. Contributions Plan to be prepared in June and July, subject to item 3.
5. ISL sent ASP to referral agencies on March 2, 2023 (Waiting for AT)
6. First reading in July (or August re: SWMF relocation)
7. Public hearing and remaining readings in August (or Sept re: SWMF relocation)
8. Natural gas assessment possibly delayed accommodate the SWMF relocation
9. Marketing budget (5k) possibly used to accommodate SWMF relocation

B. ACP Grant – Buffalo Trail South Intermunicipal Area Structure Plan

1. Public open house complete (May 25, 2023)
2. Engagement complete and summary sent to Town and County
3. ASP draft is complete
4. ASP to referral agencies by email (circulation referrals out week of June 5)
5. First reading, public hearing and remaining readings to coincide with BTN ASP

C. ACP Grant – Elk Point Airport Intermunicipal Area Structure Plan

- Phase 2 – Plan Area Analysis
 - Submission of the Final Plan Area Analysis Report on May 26, 2023
 - Phase 2 is now complete
- Phase 3 – Area Structure Plan
 - **Community open houses are scheduled for June 22, 2023 (2:30 PM to 4:30 PM, 6:30 PM to 8:30 PM)**
 - The Town of Elk Point and County of St. Paul have been advertising these events to the public online and by newspaper
 - Completion of the Draft Conceptual Stormwater Management Report and Site Servicing Options Statement

CAO REPORT

June 26, 2023

- Continuation of work on the Transportation Impact Assessment
- Initiation of consultations with commenting agencies:
 - Emails of no objection have been received from St. Paul Regional School Division, Conseil Scolaire Centre-Est, and Lakeland Catholic School Division
 - Communications are in progress with Alberta Forestry Parks, & Tourism
 - Comments have not been received from Water Act Approvals – Capital Region, EPEA Approvals – Capital Region, and Alberta Transportation
- The working schedule is for the Area Structure Plan to be presented to Elk Point Town Council at its August 26, 2023 meeting for approval in principle
- Statutory approvals by the County of St. Paul will follow in September / October
- Next project update meeting between the project partners and consultants is scheduled for July 17, 2023

D. ACP Grant Application – Intermunicipal Utility Master Plan

MPE Engineering has assisted us with the grant application and the County Administration as well STEP EDO have been involved. It is complete and next week, end November we will submit the application. The application was submitted before Christmas and we await notice from the province probably in March after the Provincial Budget. We have not heard from Municipal Affairs and assume we were denied.

There were 3 other regional partner ACP grants that received approval. They are \$154,500 for the Rural Renewal Stream Project managed by the Town of St Paul, \$180,000 for the Investment Readiness Assessment & Investment Attraction Strategy project managed by the Summer Village of Horseshoe Bay and \$122,000 for the Regional Trails master Plan project managed by the County of St Paul. Congratulations to our regional partners for their success.

We were not successful with this application. However, we will reapply this fall with our regional partner as recommended by MPE Engineering.

Thank you.

F. ACP Grant – Regional Services Study

KPMG is working on a Regional Services Study that is managed by the Town of St Paul and it is progressing with many meetings of the staff from region as well as the CAO's. Later this summer there should be a report for Council.

LET'S CAMP

Recreation campground is registered but will not be live until the 2024 season.

Grant Consultants

We continue to work with Alberta Counsel on a number of potential projects including infrastructure that will be needed in 2024 for industrial development. Town Council, number of Users groups (Ag Ross Arena Committee, Curling Association Committee, and Ag Society) that

CAO REPORT

June 26, 2023

own recreation facilities in the Town, Town of St Paul, County of St Paul, Elk Point Chamber of Commerce, STEP Economic Development Alliance, Alberta Hub. The Town has committed to help search for grants with Alberta Counsel to fund a new ice plant at the arena. I emailed Brittany last week introducing Klay from Alberta Counsel. Brittany and Klay have been conversing and providing documents. The intake deadline for CEFPP grant passed last week so we are looking for other grants.

Eco Center Facility

The washroom, exterior will be available for Canada Day parade.

CANADA DAY

Public Works is working with the Canada Day Committee. There are numerous volunteers to thank for pulling Canada Day together this year lead by Councillor Wanda Cochrane. It is well underway with a number of events. Thank you to Wanda for the number of hours/commitment and leadership on this event.

Bylaws, Policies and Minutes

Municipal Accountability Program (MAP) Review - Nov 2, 2021

As of Dec 20, 2022 Administration has completed 12 of the 14 items that are non complainant. The Assessment Subclasses Bylaw did not meet the regulations. Therefore, Municipal Affairs has moved the MAP Review deadline for this item to May 31, 2023. The Subclasses Assessment Bylaw needs to be in compliance with the regulations and the Mil Rate Bylaw. The Regional Assessment Agreement and Bylaw is being reviewed by the County's solicitor and will not meet the Dec 31 2022 deadline. We have advised the province and are well within meeting compliance. The County's solicitor is working on the Bylaw and Agreement.

The only outstanding no complaint item is the Agreement as mentioned above.

We are reviewing Town's Policies and Bylaws as requested in the new Strategic Plan.

Thank you.

Strategic Plan and Stakeholder Meetings

The Town's NEW Strategic Plan has been uploaded to the Town's website. We continue to meet with all stakeholders except this summer July and August we will take a break and get back into the routine this fall/winter.



ElkPoint_StrategicPlan_2022-25_Spreads

Thank you.

CAO REPORT

June 26, 2023

Action List

Please see attached.

Land Use and Unsightly Properties

With the recent resignation of the Town's Bylaw and Animal Control Officer, this item will take sometime before Administration can get back to it. Administration has started the recruitment process.

Chamber of Commerce – EDC

Administration has offered 12 “projects” or items for the Chamber/EDC to help the Town of Elk Point move forward on. The Town is looking forward to working with the Chamber/EDC on one of these items this year. We have not heard back from the Chamber EDC.

Thank you.

Municipal Controlled Corporation (MCC)

The Town is setting up an MCC for a development in the industrial park. The next steps will be a Business Plan and a Public Hearing.

Respectfully Submitted,

A black rectangular box used to redact the signature of Ken Gwozd.

Ken Gwozd

ACTION LIST – TOWN OF ELK POINT

MONTH	RESOLUTION	ASSIGNED TO:	STATUS:	DATE COMPLETED
April 27, 2020	20-171	Ken	Apex Utilities – Council requested to wait until Apex data is received and reviewed	Administration met with Apex Utilities and informed them we are looking at our options of a Natural Gas Coop. Mark to send us data
Feb 22, 2021	21-92	Ken	MOU – Insurance Curling Rink	In progress.
May 24, 2022	22-211	Robyn/Bryce/Jay	Turn-around at Transfer Station	Waiting on County to construct
Oct 24	22-491	Ken	RCMP Building – Investor	Discussion with Federal Government
Jan 23, 2023	23-44	Michele	Potholes in Hospital Parking Lot	Michele taking pictures to go with letter to AHS - COMPLETED
Jan 23	23-75	Ken/Kendra	Natural Gas Assessment \$10,000 from ACP Grants	In process of contacting Engineer from 3 years ago who worked on this are while an Alta Gas employee. Apex to provide us with data.
April 24	23 -215	Jay/Ken	Proposed skateboard Park	Waiting on volunteers to obtain engineer approval. Insurance provider concern risk/liability.
April 24	23-228	Jay/Ken	Tax Recovery Property	House to be removed June 20 to 24 then we will solicit Realty Agencies proposal to sell.
April 24	23-242	Ken	Surveying/Plan of Subdivision	On June 26 agenda to choose proposed plan, then subdivide.
May 8	23-256	Ken	Engineering for Trunk Line and Booster Station	Ongoing
May 8	23-272	Ken	Prequalification Contractor contract	Waiting on Nikiforuk Construction contract
May 23	23-276 to 278	Kendra/Lynn	Admin	COMPLETED
May 23	23-279	Kendra/Ken/Robyn	Loan Bylaw 876/23	Public Hearing June 26
May 23	23-280 to 284	Kendra/Lynn/Ken	Admin	COMPLETED
May 23	23-285	Ken	Unsightly Properties – Report to Council	With the departure of Town Bylaw Enforcement Officer this item will take some time to complete
May 23	23-286 to 300	Kendra/Ken/Jay	Admin / Buried Cables Agreement	COMPLETED

ACTION LIST – TOWN OF ELK POINT

[illegible]

FCSS Director's Report for June

May/June

- May 25th we hosted a grief session for adults in partnership with AHS and PCN, 8 were in attendance. We are planning to host another session in the fall.
- 12 attended the St Paul Youth Council open gym night at Racette School. On June 12th, the youth council washed windows for seniors at Heritage Homes.
- Attended FCSSAA Board meeting in Edmonton – June 2nd.
- A total of 245 attended Seniors Week Events throughout the Region. 92 volunteers helped FCSS to interact with seniors.
- Lakeland Family Resource Network staff facilitated several Home Alone courses and have seen an increase in caregivers registering for Triple P Parenting programs. The read and roll program in Elk Point is now complete and feedback from parents was positive. Mom's and Tots program continues to support caregivers in Mallaig and Ashmont.
- Four summer students were hired for the end of June to help facilitate our summer camps. Promotion for these camps was released at the end of May through social media and through partner organizations.

Now

- Completing intake for Camp Sunshine with caregivers and training volunteers on how to support those grieving. Our camp is full for this year.
- Promoting neighbourhood block parties and Movie Nights for the summer.
- Partnered with the Friendship Center around Indigenous Day.
- Cleaning the Community Connector for summer events.

Next

- Preparing for Canada Day, Elk Point will host a movie night on July 1st.
- Planning for Camp Sunshine, which will run from July 5-8th at Reunion Station.
- Finishing Staff Performance Evaluations



TOWN OF ELK POINT

Page 1 of 5

Balance Sheet Report

2023-Jun-15
10:14:46AM

All Funds

General Ledger	Description	2023		2022
		May	YTD Balance	Closing Balance
Assets	Asset Operating			
3-44-123	W4L C/A	(10,854.86)	5,370.86	18,752.38
3-44-124	W4L C/A HIGH INTEREST SAVINGS - AUMA	903.21	211,487.71	207,180.65
3-44-270	W4L A/R OTHER	0.00	0.00	14,594.38
3-44-271	W4L A/R 7.85% TOWN/COUNTY	0.00	0.00	0.00
3-44-272	W4L A/R WESTPRO	0.00	0.00	0.00
3-44-273	W4L A/R COUNTY OF ST.PAUL	2,154.29	2,466.08	5,824.50
3-44-274	W4L A/R TOWN/COUNTY 80/20	0.00	0.00	0.00
3-44-275	W4L A/R TOWN OF ELK POINT	19,565.94	34,597.54	36,419.54
3-44-276	7.85% ST.PAUL PLANT UPGRADE	0.00	0.00	0.00
3-44-279	ALLOWANCE FOR DOUBT	0.00	0.00	0.00
3-44-320	W4L SAVINGS ACCOUNT GRANT	0.00	0.00	0.00
3-44-321	W4L SCU SHARES	0.00	1.44	1.44
3-44-322	W4L AB CAPITAL FINANCE AUTHORITY	0.00	0.00	0.00
3-44-410	PREPAID EXPENSES	0.00	0.00	3,919.27
3-44-600	W4L ENGINEERING STRUCTURES	0.00	0.00	0.00
3-44-611	W4L ENGINEERING PIPELINE	0.00	7,063,260.32	7,063,260.32
3-44-612	AMORTIZATION W4L ENGINEERING STRUCTURES	0.00	(1,270,808.05)	(1,270,808.05)
3-44-621	W4L BUILDING PUMPHOUSE	0.00	669,644.94	669,644.94
3-44-622	AMORTIZATION W4L BUILDING PUMPHOUSE	0.00	(120,528.00)	(120,528.00)
3-44-631	W4L EQP.INSTRUMENTATION & PUMPS	0.00	421,833.88	421,833.88
3-44-632	AMORTIZATION - W4L EQUIPMENT	0.00	(205,558.44)	(205,558.44)
3-44-700	ST.PAUL WTP UPGRADE	0.00	0.00	0.00
Total		11,768.58	6,811,768.28	6,844,536.81
ACCOUNTS RECEIVABLE				
3-00-211	TAXES RECEIVABLE	2,348,378.47	2,662,519.32	382,464.94
3-00-212	TAXES ARREARS RECEIVABLE	0.00	0.00	0.00
3-00-250	YEAREND A/R'S - OTHER GOVERNMENTS	0.00	8.25	169,207.80
3-00-270	YEAREND A/R'S	0.00	0.00	171,740.33
3-00-271	TOWN - ACCOUNTS RECEIVABLE	(1,648.57)	16,702.19	7,302.20
3-00-272	A/R - ADDITIONAL INSURANCE	0.00	0.00	0.00
3-00-273	ALTA GAS DEPOSITS	0.00	125,847.50	125,847.50
3-00-274	WATER RECEIVABLE	(40,698.90)	(10,085.57)	13,130.60
3-00-275	CLEARING ACCOUNT	(701.18)	82,011.15	0.00
3-00-276	KUHN RECEIVABLE - PAVING	0.00	0.00	0.00
3-00-277	GST REBATE 100%	7,041.98	13,958.58	0.00
3-00-278	ITC (INPUT TAX CREDITS)	0.00	0.00	0.00
3-00-279	GST REFUND NET RECEIVABLE CRA	1,272.35	5,671.71	11,909.72
3-00-280	ACCRUED INTEREST	0.00	0.00	2,364.68
3-00-281	ACCRUED REQUISITION UNDERLEVY	0.00	0.00	0.00
3-51-271	FCSS - ACCOUNTS RECEIVABLE	0.00	0.00	0.00
3-74-271	LIBRARY - ACCOUNTS RECEIVABLE	0.00	0.00	0.00
Total ACCOUNTS RECEIVABLE		2,313,644.15	2,896,633.13	883,967.77
CASH ON HAND & ON DEPOS				
3-00-122	CURRENT ACCOUNT	(544,808.92)	1,444,549.89	2,683,209.14
3-12-112	PETTY CASH - ADMINISTRATION	0.00	300.00	300.00
3-43-112	PETTY CASH - TRANSFER STATION	0.00	50.00	50.00
3-51-112	PETTY CASH - FCSS	0.00	0.00	0.00
3-51-122	FCSS OPERATIONS	0.00	0.00	0.00
3-74-112	PETTY CASH - LIBRARY	0.00	0.00	0.00
3-74-122	LIBRARY OPERATION	0.00	0.00	0.00
Total CASH ON HAND & ON DEPOSIT		(544,808.92)	1,444,899.89	2,683,559.14



TOWN OF ELK POINT

Page 2 of 5

Balance Sheet Report

2023-Jun-15

10:14:46AM

All Funds

		2023	2022	
General Ledger	Description	May	YTD Balance	Closing Balance
FIXED ASSETS				
3-00-611	ENGINEERING STRUCTURES	0.00	30,391,943.03	30,391,943.03
3-00-621	BUILDING STRUCTURES	0.00	2,252,672.45	2,252,672.45
3-00-631	EQUIPMENT & FURNISHINGS	0.00	1,635,381.30	1,635,381.30
3-00-641	LAND FOR TOWN USE	0.00	476,537.00	476,537.00
3-00-651	VEHICLES	0.00	1,249,006.99	1,249,006.99
3-00-661	LAND IMPROVEMENTS	0.00	3,612,171.83	3,612,171.83
Total FIXED ASSETS		0.00	39,617,712.60	39,617,712.60
FIXED ASSETS AMORTIZATIO				
3-00-612	ENGINEERING AMORTIZATION	0.00	(11,721,320.75)	(11,721,320.75)
3-00-622	BUILDINGS AMORTIZATION	0.00	(729,401.01)	(729,401.01)
3-00-632	EQUIPMENT AMORTIZATION	0.00	(928,179.18)	(928,179.18)
3-00-652	VEHICLE AMORTIZATION	0.00	(803,962.14)	(803,962.14)
3-00-662	LAND IMPROVEMENTS AMORTIZATION	0.00	(2,381,301.00)	(2,381,301.00)
Total FIXED ASSETS AMORTIZATION		0.00	(16,564,164.08)	(16,564,164.08)
FIXED ASSETS IN PROGRESS				
3-00-613	TCA'S IN PROGRESS	0.00	86,470.00	86,470.00
Total FIXED ASSETS IN PROGRESS		0.00	86,470.00	86,470.00
INVENTORIES				
3-00-570	LAND FOR RESALE	0.00	317,429.90	317,429.90
Total INVENTORIES		0.00	317,429.90	317,429.90
INVESTMENTS				
3-00-123	HIGH YIELD SAVINGS ACCOUNT	3,168.95	764,634.37	571,454.83
3-00-321	SCU - TOWN FIRE PUMPER GIC #29(Old25&26)	0.00	0.00	0.00
3-00-322	SCU - RESCUE VAN GIC #28/ 32	0.00	0.00	0.00
3-00-323	SCU - SHARES	0.00	11,407.46	11,407.46
3-00-324	SCU - RESCUE VAN GIC #31&33	0.00	0.00	0.00
3-00-325	SCU - JAWS OF LIFE GIC #28/ 32	0.00	0.00	0.00
3-00-326	SCU - JAWS OF LIFE GIC #24	0.00	0.00	0.00
3-00-327	SCU- OPERATING GIC	300,000.00	300,000.00	0.00
3-00-328	RBC - GIC FIRE RESERVE	0.00	305,978.88	305,978.88
3-00-329	SCU - TAX SALE TRUST	2,519.83	2,519.83	0.00
Total INVESTMENTS		305,688.78	1,384,540.54	888,841.17
LOANS				
3-00-350	LOAN-MD ST.PAUL FOUNDATION '99 15YRS	0.00	0.00	0.00
3-00-351	LOAN-MD ST.PAUL FOUNDATION '03 20YRS	0.00	0.00	8,689.15
3-00-353	LOAN-MD ST.PAUL FOUNDATION '07 20YRS	0.00	41,647.88	48,819.35
3-00-354	LOAN RECEIVABLE-DR. EBISIKE	(1,388.00)	33,344.00	40,284.00
3-00-355	LOAN RECEIVABLE - DR FASOLA	(1,500.00)	21,500.00	29,000.00
Total LOANS		(2,888.00)	96,491.88	126,792.50
PREPAID EXPENSES				
3-00-415	PREPAID EXPENSES	0.00	3,888.50	12,572.93
3-00-417	PREPAID INSURANCE	0.00	0.00	0.00
Total PREPAID EXPENSES		0.00	3,888.50	12,572.93
WATERLINE				
3-44-250	W4L A/R OTHER GOVERNMENT	0.00	0.00	0.00
Total WATERLINE		0.00	0.00	0.00
Total Asset Operating		2,083,404.59	36,095,670.64	34,897,718.74
Total Assets		2,083,404.59	36,095,670.64	34,897,718.74

Liabilities	Liability Operating
-------------	---------------------



TOWN OF ELK POINT

Page 3 of 5

Balance Sheet Report

2023-Jun-15

10:14:46AM

All Funds

General Ledger	Description	2023		2022
		May	YTD Balance	Closing Balance
4-44-122	W4L OVERDRAFT &270000.	0.00	0.00	0.00
4-44-123	W4L LOAN #1 \$1M	0.00	0.00	0.00
4-44-124	W4L	0.00	0.00	0.00
4-44-272	W4L PAYABLE/ACCRUED	18,786.96	0.00	(53,076.69)
4-44-310	W4L DEBENTURE (\$730000.00) PRINCIPLE	0.00	(549,578.06)	(549,578.06)
4-44-420	W4L - GRANT DEFERRED	0.00	0.00	0.00
4-44-421	W4L GRANT INTEREST - DEFERRED	0.00	0.00	0.00
4-44-422	W4L - START UP GRANT - DEFERRED	0.00	0.00	0.00
4-44-423	W4L - TOWN ST. PAUL - DEFERRED	0.00	0.00	0.00
4-44-800	W4L UNRESTRICTED SURPLUS	0.00	(227,820.69)	(227,820.69)
4-44-830	W4L EQUITY IN TCA'S	0.00	(6,009,058.29)	(6,009,058.29)
4-44-850	W4L RATE STABILIZATION RESERVE	0.00	(70,425.49)	(70,425.49)
4-44-860	W4L CAPITAL RESERVE	0.00	0.00	0.00
4-44-870	W4L OPERATING RESERVE	0.00	(130,028.35)	(130,028.35)
Total		18,786.96	(6,986,910.88)	(7,039,987.57)
ACCOUNTS PAYABLE				
4-00-270	YEAREND A/P'S	41,768.00	(4,959.45)	(116,246.45)
4-00-272	GENERAL ACCOUNTS PAYABLE/ACCRUED	0.00	0.00	(154,290.31)
4-00-274	WCB	(1,497.87)	(3,643.94)	904.25
4-00-275	INCOME TAX, CPP, EI	0.00	0.00	(0.09)
4-00-276	A/P - CAPTIAL	0.00	0.00	0.00
4-00-277	GST PAYABLE	(153.66)	(1,398.55)	0.00
4-00-282	ACCRUED INTEREST	0.00	0.00	(5,701.08)
4-00-290	HEALTH SPENDING PAYABLE	62.50	785.90	(754.32)
4-00-291	WAGES PAYABLE	0.00	(57,983.24)	(57,983.24)
4-00-292	VACATION PAYABLE	0.00	0.00	0.00
4-00-293	LAPP	0.00	0.00	0.00
4-00-294	APEX	0.00	0.00	0.00
4-00-295	RMA (A10109) - BENEFIT PREMIUMS	0.00	7.17	7.17
4-00-296	CANADA REVENUE AGENCY	0.00	0.00	0.00
4-00-297	MAINTENANCE ENFORCEMENT PROGRAM	0.00	0.00	0.00
4-00-298	GARNISH	0.00	0.00	0.00
4-00-299	ANIMAL LICENCE	0.00	0.00	0.00
4-00-300	EMPLOYEE DEPOSITS	0.00	0.00	0.00
4-00-330	PAYMENT IN ERROR	0.00	(3,580.10)	(3,709.47)
4-43-270	CONTAMINATED SITE PAYABLE/ACCRUED	0.00	(75,595.14)	(75,595.14)
4-51-272	FCSS ACCOUNTS PAYABLE ACCRUED	0.00	0.00	0.00
4-51-291	WAGES PAYABLE FCSS	0.00	0.00	0.00
4-74-291	WAGES PAYABLE LIBRARY	0.00	0.00	0.00
Total ACCOUNTS PAYABLE		40,178.97	(146,367.35)	(413,368.68)
DEBENTURES				
4-41-314	DEBENTURE-WATER RESERVOIR	0.00	(405,916.57)	(460,893.81)
Total DEBENTURES		0.00	(405,916.57)	(460,893.81)
DEFERRED REVENUE				
4-00-320	DEPOSIT REFUNDABLE	0.00	(24,169.02)	(24,169.02)
4-12-421	MSI/BMT CAPITAL GRANT	0.00	(108,950.82)	(108,950.82)
4-12-422	MSI OPERATING GRANT	0.00	0.00	0.00
4-12-423	ACP-ICC ASSET PILOT GRANT	0.00	0.00	0.00
4-12-424	MUNICIPAL OPERATING SUPPORT TRANS (MOST)	0.00	0.00	0.00
4-12-425	ESDC ACCESSIBILITY GRANT	0.00	(64.60)	(64.60)
4-32-420	BMTG(BASIC MUN. TRANS.) - DEFERRED REV.	0.00	0.00	0.00
4-32-421	PROV.ICAP GRANT INT.-DEFERRED REV.	0.00	0.00	0.00
4-32-422	AB MUN. INFRASTRUCTURE-DEFERRED REV.	0.00	0.00	0.00
4-32-423	FGTF(FEDERAL GAS TAX FUND) GRANT	0.00	(5,614.26)	(5,614.26)



TOWN OF ELK POINT

Page 4 of 5

Balance Sheet Report

2023-Jun-15

10:14:46AM

All Funds

General Ledger	Description	2023		2022
		May	YTD Balance	Closing Balance
4-33-420	STI(STRATEGIC TRANS.INFRAS)-DEFERRED	0.00	(130,367.17)	(130,367.17)
4-33-425	DEFERRED REVENUE	0.00	0.00	0.00
4-41-420	ACP-BULK WATER-DEFERRED REV.	0.00	0.00	0.00
4-41-421	COUNTY-BULK WATER-DEFERRED REV.	0.00	0.00	0.00
4-42-420	SEWAGE LAGOON EXPANSION GRANT	0.00	0.00	0.00
4-51-420	FCSS EARLY CHILDHOOD GRANT	0.00	0.00	0.00
4-63-420	E.P.IRON HORSE TRAIL GRANT	0.00	0.00	0.00
4-65-420	ACP-INTERMUNICIPAL DEV. PLAN DEFERRED	0.00	0.00	0.00
4-65-421	ACP-INTERMUNICIPAL COLLAB. FRAMEWORK-ICF	0.00	0.00	0.00
4-65-422	ACP-IC JOINT AREA STRUCTURE PLAN	0.00	(39,764.83)	(39,764.83)
4-66-425	DEFERRED REVENUE	0.00	(258.20)	(20,257.15)
4-72-420	MUNICIPAL SPONSORSHIP-DEFERRED REV.	0.00	(1,000.00)	(1,000.00)
4-72-421	'09 MUN.SPONSORSHIP-DEFERRED REVENUE	0.00	0.00	0.00
4-72-423	MCFP - WALKING TRAIL GRANT - DEFERRED RE	0.00	0.00	0.00
4-72-424	CFEP GRANT-WATERPARK - DEFERRED REVEUNE	0.00	0.00	0.00
4-72-425	DEFERRED REVENUE	0.00	(10,000.00)	(10,000.00)
Total DEFERRED REVENUE		0.00	(320,188.90)	(340,187.85)
DEPOSITS				
4-41-474	UTILITY DEPOSIT	0.00	(7,200.00)	(6,800.00)
4-61-475	BLDG/DEVELOPMNT PERFORMANCE DEPOSIT	0.00	(28,775.10)	(30,775.10)
4-66-476	LAND DEPOSITS	0.00	0.00	0.00
4-66-477	TAX FORFEITURE SALE DEPOSIT	0.00	(2,517.80)	(2,517.80)
Total DEPOSITS		0.00	(38,492.90)	(40,092.90)
FIXED ASSETS - EQUITY				
4-00-811	EQUITY IN FIXED ASSETS	0.00	(22,229,124.73)	(22,229,124.73)
Total FIXED ASSETS - EQUITY		0.00	(22,229,124.73)	(22,229,124.73)
LOANS-OVERDRAFT&DEMAN				
4-00-122	LOAN OVERDRAFT	0.00	0.00	0.00
4-00-123	LOAN #2 INDUSTRIAL	0.00	0.00	0.00
4-00-124	LOAN #3 LAGOON	0.00	0.00	0.00
4-00-125	LOAN #4 CAPITAL PROJECTS	0.00	0.00	0.00
4-00-126	LOAN #5 CAPITAL INDUSTRIAL/RESIDENTIAL	0.00	(450,000.01)	(450,000.01)
4-00-127	LOAN #6 WATER RESERVOIR & STAGE 2	0.00	0.00	0.00
4-00-128	SCU PLAN2 LOAN-DR. EBISKIE	1,388.00	(33,344.00)	(40,505.83)
4-00-129	SCU PLAN LOAN - DR FASOLA	1,500.00	(21,500.00)	(29,162.07)
Total LOANS-OVERDRAFT&DEMAND		2,888.00	(504,844.01)	(519,667.91)
OPERATING SURPLUS				
4-00-911	OPERATING SURPLUS	0.00	(2,042,394.61)	(2,042,394.61)
Total OPERATING SURPLUS		0.00	(2,042,394.61)	(2,042,394.61)
PREPAID FRONTAGES				
4-00-421	PREPAID RESIDENTIAL FRONTAGES	0.00	0.00	0.00
4-00-424	PREPAID INSTITUTIONAL FRONTAGES	0.00	0.00	0.00
Total PREPAID FRONTAGES		0.00	0.00	0.00
PREPAID REVENUES				
4-26-472	PREPAID DOG,CAT,BUSINESS LICENCE	0.00	0.00	(710.00)
4-33-472	PREPAID AIRPORT MOBILE HOME RENT	0.00	(500.00)	(500.00)
4-41-472	PREPAID BULK WATER	0.00	0.00	0.00
4-61-472	PREPAID BLDG APPLICATION FEE	0.00	0.00	0.00
Total PREPAID REVENUES		0.00	(500.00)	(1,210.00)
REQUISITIONS - OVERLEVY				
4-00-490	EXCESS COLLECTION REQUISITIONS	0.00	(18,264.94)	(18,264.94)
Total REQUISITIONS - OVERLEVY		0.00	(18,264.94)	(18,264.94)
RESERVES - CAPITAL				



TOWN OF ELK POINT

Page 5 of 5

Balance Sheet Report

2023-Jun-15

10:14:46AM

All Funds

General Ledger	Description	2023		2022
		May	YTD Balance	Closing Balance
4-23-760	RESCUE VAN CAPITAL RESERVE	0.00	(672,486.77)	(672,486.77)
4-23-761	TOWN FIRE PUMPER RESERVE	0.00	(379,641.49)	(379,641.49)
4-23-762	JAWS OF LIFE CAPITAL RESERVE	0.00	(3,838.22)	(3,838.22)
4-31-760	PUBLIC WORKS EQUIPMENT CAPITAL RESERVE	0.00	(238,106.87)	(238,106.87)
4-41-760	WATER CAPITAL RESERVE	0.00	(13,000.00)	(13,000.00)
4-62-760	MD OF ST.PAUL FOUNDATION CAP.RESERV	0.00	0.00	0.00
4-63-760	E.P. IRON HORSE TRAIL CAPITAL RESERVE	0.00	0.00	0.00
4-66-760	LAND SALES CAPITAL RESERVE	0.00	(96,117.41)	(96,117.41)
4-72-760	RECREATION CAPITAL RESERVE	0.00	0.00	0.00
4-97-760	GENERAL CAPITAL RESERVE	0.00	(127,353.82)	(127,353.82)
Total RESERVES - CAPITAL		0.00	(1,530,544.58)	(1,530,544.58)
RESERVES - OPERATING				
4-00-711	CARRY FORWARD OPERATING RESERVE	0.00	(6,000.00)	(6,000.00)
4-41-710	WATER METER OPERATING RESERVE	0.00	(194,647.03)	(194,647.03)
4-43-710	GARBAGE BINS OPERATING RESERVE	0.00	(9,493.83)	(9,493.83)
4-56-710	CEMETERY OPERATING RESERVE	0.00	(17,055.10)	(17,055.10)
4-64-710	ECONOMIC OPERATING RESERVE	0.00	0.00	0.00
4-65-710	ECONOMIC BOARD OPERATING RESERVE	0.00	0.00	0.00
4-71-710	RECREATION PROGRAM OPERATING RESERVE	0.00	(33,500.00)	(33,500.00)
Total RESERVES - OPERATING		0.00	(260,695.96)	(260,695.96)
TAXES - UNCOLLECTABLE				
4-00-610	ALLOWANCE FOR UNCOLLECTABLE TAXES	0.00	24.55	(1,285.20)
Total TAXES - UNCOLLECTABLE		0.00	24.55	(1,285.20)
Total Liability Operating		61,853.93	(34,484,220.88)	(34,897,718.74)
Total Liabilities		61,853.93	(34,484,220.88)	(34,897,718.74)
Current Year Surplus/Deficit		2,145,258.52	1,611,449.76	0.00
Total Liabilities		2,083,404.59	36,095,670.64	34,897,718.74

*** End of Report ***



TOWN OF ELK POINT

DETAIL OPERATING REVENUE & EXPENSE

Page 1 of 18
2023-Jun-15
11:58:41AM

For the Period Ending May 31, 2023

General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %
10 GENERAL REVENUE				
1-10-110	REAL PROPERTY TAXES	(2,332,189.09)	(2,335,833.54)	0.15
1-10-190	LINEAR TAXES	(88,509.72)	(84,000.00)	(5.36)
1-10-230	GRANTS-IN-LIEU - FEDERAL (GFED)	(61,503.51)	(62,000.00)	0.80
1-10-240	GRANTS-IN-LIEU-PROV.(GMD&GPRO)	(911.91)	(1,000.00)	8.80
1-10-510	A/R PENALTIES, TAX COSTS	(42.03)	(200.00)	78.98
1-10-511	TAX PENALTIES	(69,080.41)	(80,000.00)	13.64
1-10-541	GAS FRANCHISE	(65,100.18)	(135,000.00)	51.77
1-10-542	POWER FRANCHISE	(31,185.21)	(80,000.00)	61.01
1-10-550	INTEREST, DIVIDENDS	(59,952.86)	(73,500.00)	18.43
1-10-590	OTHER REVENUE	0.00	0.00	0.00
1-10-740	PROVINCIAL UNCONDITIONAL GRANTS	0.00	0.00	0.00
1-10-990	FINES DISTRIBUTION	(370.00)	(1,500.00)	75.33
* GENERAL REVENUE		(2,708,844.92)	(2,853,033.54)	5.05
11 COUNCIL REVENUE				
1-11-590	OTHER REVENUE	0.00	(3,500.00)	100.00
1-11-840	PROVINCIAL CONDITIONAL GRANT	0.00	0.00	0.00
* COUNCIL REVENUE		0.00	(3,500.00)	100.00
12 ADMINISTRATION REVENUE				
1-12-410	TC,ASSESS,COMPLIANCE&CONSENT LETTER	(800.00)	(2,500.00)	68.00
1-12-490	SALE OF MAPS,COPIES,LABEL PINS	(199.88)	(200.00)	0.06
1-12-491	ADMINISTRATION FEE - W4L	(11,250.00)	(27,000.00)	58.33
1-12-590	ASSESS.APPEAL FEE,TAX REFUNDED,ETC.	(947.50)	(1,000.00)	5.25
1-12-591	CREDIT CARD CHARGES	(17.67)	(300.00)	94.11
1-12-840	PROVINCIAL CONDITIONAL GRANT	0.00	0.00	0.00
1-12-900	GAIN ON DISPOSAL OF TCA	0.00	0.00	0.00
1-12-760	TSF FROM RESERVE	0.00	(6,000.00)	100.00
* ADMINISTRATION REVENUE		(13,215.05)	(37,000.00)	64.28
23 FIRE REVENUE				
1-23-410	SALE OF MATERIALS & SUPPLIES	0.00	0.00	0.00
1-23-560	CLAIMS-HIGHWAY(TOWN,COUNTY)	0.00	0.00	0.00
1-23-563	JAWS OF LIFE	0.00	0.00	0.00
1-23-564	TOWN TRUCK - BASIC	0.00	0.00	0.00
1-23-565	RESCUE VAN - BASIC	0.00	0.00	0.00
1-23-566	RESCUE VAN - KM/EXPENSES	0.00	0.00	0.00
1-23-590	OTHER REVENUE	(62.40)	0.00	0.00
1-23-592	COUNTY MONTHLY ADMIN. FEE	0.00	0.00	0.00
1-23-750	COUNTY FIRE CLAIM - WAGES	0.00	0.00	0.00
1-23-751	COUNTY TRUCK/EQUIP. - FUEL, PARTS,ETC.	0.00	0.00	0.00
1-23-752	COUNTY 75% - FIREHALL,EQUIP,ETC.	(10,000.00)	(133,687.00)	92.51
1-23-840	PROVINCIAL CONDITIONAL GRANT	0.00	0.00	0.00
* FIRE REVENUE		(10,062.40)	(133,687.00)	92.47



TOWN OF ELK POINT

DETAIL OPERATING REVENUE & EXPENSE

Page 2 of 18
2023-Jun-15
11:58:41AM

For the Period Ending May 31, 2023

General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %
26 BYLAW REVENUE				
1-26-525	ANIMAL LICENCES	(5,386.00)	(5,500.00)	2.07
1-26-530	BY LAW VIOLATION FINES/LEGAL	(250.00)	(4,000.00)	93.75
1-26-590	OTHER REVENUE	0.00	0.00	0.00
*	BYLAW REVENUE	(5,636.00)	(9,500.00)	40.67
31 PUBLIC WORKS REVENUE				
1-31-590	OTHER REVENUE	0.00	0.00	0.00
1-31-840	PROVINCIAL CONDITIONAL GRANT	0.00	(53,293.00)	100.00
1-31-900	GAIN ON DISPOSAL OF TCA'S	0.00	0.00	0.00
*	PUBLIC WORKS REVENUE	0.00	(53,293.00)	100.00
32 STREETS REVENUE				
1-32-410	SALES OF MATERIALS & SUPPLIES	0.00	0.00	0.00
1-32-590	OTHER REVENUE	(500.00)	(3,000.00)	83.33
1-32-900	GAIN ON DISPOSAL OF TCA'S	0.00	0.00	0.00
*	STREETS REVENUE	(500.00)	(3,000.00)	83.33
33 AIRPORT REVENUE				
1-33-351	SALES TO THE COUNTY OF ST.PAUL	(5,482.50)	(23,916.40)	77.07
1-33-352	SALES TO THE TOWN OF ELK POINT	0.00	(8,000.00)	100.00
1-33-415	POWER FEES AT AIRPORT	0.00	0.00	0.00
1-33-560	MOBILE TRAILER HOME LEASE	(3,000.00)	(6,000.00)	50.00
1-33-562	HANGAR LEASE & LANDING&PARKING FEES	(1,600.00)	(1,600.00)	0.00
1-33-590	OTHER REVENUE	0.00	(600.00)	100.00
1-33-840	PROVINCIAL CONDITIONAL GRANT	0.00	(130,367.17)	100.00
*	AIRPORT REVENUE	(10,082.50)	(170,483.57)	94.09
37 STORM SEWERS REVENUE				
1-37-120	CURB&GUTTER-FRONTAGE & PREPAID	(2,375.15)	(2,375.15)	0.00
1-37-410	SALE OF MATERIALS & SUPPLIES	0.00	0.00	0.00
1-37-590	OTHER REVENUE	0.00	0.00	0.00
1-37-990	FRONTAGE DISCOUNT - CURB & GUTTER	0.00	0.00	0.00
*	STORM SEWERS REVENUE	(2,375.15)	(2,375.15)	0.00
41 WATER REVENUE				
1-41-120	WATER FRONTAGE & PREPAID	0.00	0.00	0.00
1-41-410	SALES OF MATERIALS AND SUPPLIES	(35.00)	(1,000.00)	96.50
1-41-411	SALE OF BULK WATER	(19,429.60)	(60,000.00)	67.61
1-41-412	METERED (78%WATER 22%SEWER)	(205,359.01)	(600,000.00)	65.77
1-41-413	UTILITY RESERVE	(17,708.36)	(50,000.00)	64.58
1-41-415	ON/OFF,REPAIR,INSTALL,THAWING FEES	(575.00)	(1,000.00)	42.50
1-41-491	UTILITY OPERATOR 20% OF 60% W4L	0.00	0.00	0.00
1-41-510	WATER/SEWER/GARBAGE PENALTIES	(8,004.41)	(13,200.00)	39.36
1-41-590	OTHER REVENUE	(3,682.50)	(11,000.00)	66.52
1-41-840	PROVINCIAL CONDITIONAL GRANT	0.00	0.00	0.00
1-41-990	FRONTAGE DISCOUNT - WATER	0.00	0.00	0.00



TOWN OF ELK POINT

DETAIL OPERATING REVENUE & EXPENSE

Page 3 of 18
2023-Jun-15
11:58:41AM

For the Period Ending May 31, 2023

General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %
<hr/>				
*	WATER REVENUE	(254,793.88)	(736,200.00)	65.39
42 SEWER REVENUE				
1-42-410	SALES OF MATERIALS AND SUPPLIES	0.00	0.00	0.00
1-42-412	SEWER (78%WATER 22%SEWER)	(58,249.30)	(171,000.00)	65.93
1-42-415	REPAIR,INSTALLATION,THAWING FEES	(575.00)	(1,000.00)	42.50
1-42-490	HYDROVAC REVENUE	0.00	0.00	0.00
1-42-590	OTHER REVENUE	0.00	(1,200.00)	100.00
1-42-840	PROVINCIAL CONDITIONAL GRANT	0.00	0.00	0.00
		<hr/>	<hr/>	<hr/>
*	SEWER REVENUE	(58,824.30)	(173,200.00)	66.04
43 GARBAGE REVENUE				
1-43-351	SALES TO COUNTY OF ST. PAUL	0.00	(8,633.41)	100.00
1-43-352	SALES TO TOWN OF ELK POINT	0.00	(80,800.00)	100.00
1-43-410	TRANSFER STATION FEES	(290.00)	(6,000.00)	95.16
1-43-412	GARBAGE SERVICES	(38,246.50)	(115,000.00)	66.74
1-43-413	GARBAGE BIN FEE	0.00	0.00	0.00
1-43-560	CNRL LEASE RENT SW36-56-7-4	(9,000.00)	(9,000.00)	0.00
1-43-562	COUNTY-TRANSFER STN. OPERATE FEE	(22,500.00)	(54,000.00)	58.33
1-43-590	OTHER REVENUE - ELECTRONICS, ETC	(4,748.00)	(500.00)	(849.60)
		<hr/>	<hr/>	<hr/>
*	GARBAGE REVENUE	(74,784.50)	(273,933.41)	72.70
51 FCSS REVENUE				
1-51-410	SALES OF MATERIALS AND SUPPLIES	0.00	0.00	0.00
1-51-550	FCSS INTEREST	0.00	0.00	0.00
1-51-590	OTHER REVENUE	0.00	0.00	0.00
1-51-740	PROVINCIAL UNCONDITIONAL GRANT	0.00	0.00	0.00
1-51-840	FCSS CONDITIONAL GRANT	0.00	0.00	0.00
		<hr/>	<hr/>	<hr/>
*	FCSS REVENUE	0.00	0.00	0.00
53 HEALTH CARE REVENUE				
1-53-750	COUNTY OF ST.PAUL	0.00	0.00	0.00
		<hr/>	<hr/>	<hr/>
*	HEALTH CARE REVENUE	0.00	0.00	0.00
56 CEMETERY REVENUE				
1-56-490	SALE OF CEMETERY PLOTS	(800.00)	(800.00)	0.00
1-56-590	OTHER REVENUE	0.00	(500.00)	100.00
		<hr/>	<hr/>	<hr/>
*	CEMETERY REVENUE	(800.00)	(1,300.00)	38.46
61 PLANNING ZONING REVENUE				
1-61-520	BLDG/DEVELOP PERMITS,REZONE FEE	(400.00)	(15,000.00)	97.33
1-61-521	INSPECTIONS GROUP PERMIT FEES	(675.00)	(5,000.00)	86.50
1-61-522	SCC FEE	(33.70)	(700.00)	95.18
1-61-523	ADMIN. FEE - PERMITS (TEP-G,E,P)	(100.00)	(300.00)	66.66
1-61-590	OTHER REVENUE	0.00	0.00	0.00
1-61-840	PROVINCIAL CONDITIONAL ACP GRANT	0.00	(39,764.83)	100.00
		<hr/>	<hr/>	<hr/>
*	PLANNING ZONING REVENUE	(1,208.70)	(60,764.83)	98.01



TOWN OF ELK POINT

DETAIL OPERATING REVENUE & EXPENSE

Page 4 of 18
2023-Jun-15
11:58:41AM

For the Period Ending May 31, 2023

General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %
62 COMMUNITY SERVICES REVENUE				
1-62-120	MD OF ST.PAUL FOUNDATION LEVY	0.00	0.00	0.00
1-62-550	LOAN INT.-MD OF ST.PAUL FOUNDATION	(604.99)	(3,900.00)	84.48
1-62-590	COUNTY OF ST. PAUL - HANDIVAN 50%	(532.57)	(1,000.00)	46.74
1-62-840	PROVINCIAL CONDITIONAL GRANT	0.00	(35,000.00)	100.00
1-62-850	OTHER GOVERNMENT GRANTS	(3,860.00)	(5,000.00)	22.80
*	COMMUNITY SERVICES REVENUE	(4,997.56)	(44,900.00)	88.87
63 IRON HORSE REVENUE				
1-63-590	OTHER REVENUE	0.00	0.00	0.00
1-63-750	LOCAL GOVERNMENT GRANTS	0.00	0.00	0.00
1-63-840	PROVINCIAL CONDITIONAL GRANT	0.00	0.00	0.00
*	IRON HORSE REVENUE	0.00	0.00	0.00
64 ECONOMIC REVENUE				
1-64-520	BUSINESS LICENSES	(6,552.50)	(7,000.00)	6.39
1-64-590	OTHER REVENUE	0.00	0.00	0.00
1-64-760	TSF FROM ECONOMIC RESERVE	0.00	0.00	0.00
1-64-840	PROVINCIAL CONDITIONAL GRANT	0.00	0.00	0.00
*	ECONOMIC REVENUE	(6,552.50)	(7,000.00)	6.39
65 IDP REVENUE				
1-65-520	LICENSES & PERMITS IDP	0.00	0.00	0.00
1-65-590	OTHER REVENUE - IDP	0.00	0.00	0.00
1-65-750	LOCAL GOV'T GRANTS - IDP	0.00	0.00	0.00
1-65-840	ACP-IDP PROV. CONDITIONAL GRANT	0.00	0.00	0.00
*	IDP REVENUE	0.00	0.00	0.00
66 LAND DEVELOPMENT REVENUE				
1-66-410	SALE OF INDUSTRIAL/OTHER LOTS	0.00	0.00	0.00
1-66-411	SALE OF NORTHILL LOTS	0.00	0.00	0.00
1-66-412	SALE OF R3 LOTS	0.00	0.00	0.00
1-66-590	OTHER REVENUE	0.00	(5,000.00)	100.00
1-66-900	GAIN ON DISPOSAL OF TCA'S	0.00	0.00	0.00
*	LAND DEVELOPMENT REVENUE	0.00	(5,000.00)	100.00
67 TOURISM REVENUE				
1-67-590	OTHER REVENUE	0.00	0.00	0.00
1-67-840	PROVINCIAL CONDITIONAL GRANT	0.00	0.00	0.00
*	TOURISM REVENUE	0.00	0.00	0.00
68 ECO CENTRE REVENUE				
1-68-590	OTHER REVENUE	(1,100.00)	(5,040.00)	78.17
1-68-740	PROVINCIAL CONDITIONAL GRANT	0.00	(5,000.00)	100.00
*	ECO CENTRE REVENUE	(1,100.00)	(10,040.00)	89.04



TOWN OF ELK POINT

DETAIL OPERATING REVENUE & EXPENSE

Page 5 of 18
2023-Jun-15
11:58:41AM

For the Period Ending May 31, 2023

General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %
69 LAND RENTAL REVENUE				
1-69-560	LAND RENTAL	0.00	0.00	0.00
1-69-562	OIL LEASE SW36-56-7-4 TRANSFER SITE	0.00	0.00	0.00
1-69-590	OTHER REVENUE	0.00	0.00	0.00
*	LAND RENTAL REVENUE	0.00	0.00	0.00
71 RECREATION PROGRAM REVENUE				
1-71-590	EVENTS REVENUE	0.00	0.00	0.00
1-71-591	MOVIE REVENUE	0.00	0.00	0.00
1-71-592	BUS REVENUE	0.00	0.00	0.00
1-71-594	REMEMBRANCE DAY DONATIONS	0.00	0.00	0.00
1-71-595	OTHER REVENUE	(5,000.00)	(5,000.00)	0.00
1-71-840	PROVINCIAL CONDITIONAL GRANTS	0.00	0.00	0.00
*	RECREATION PROGRAM REVENUE	(5,000.00)	(5,000.00)	0.00
72 RECREATION REVENUE				
1-72-560	RENTAL - RECREATION CAMPSITE	0.00	(5,000.00)	100.00
1-72-561	RENTAL - BALL DIAMONDS, CONCESSION	(1,475.00)	(600.00)	(145.83)
1-72-562	RENTAL - RIVER CAMPSITE	0.00	(300.00)	100.00
1-72-590	OTHER REVENUE	0.00	0.00	0.00
1-72-591	WATERPARK - DONATIONS	0.00	0.00	0.00
1-72-750	LOCAL GOV'T GRANT-COUNTY ST. PAUL	0.00	0.00	0.00
1-72-830	CANADA SUMMER FEDERAL GRANT	0.00	(4,000.00)	100.00
1-72-840	STEP PROVINCIAL GRANT	0.00	(23,000.00)	100.00
1-72-850	OTHER GOVERNMENT GRANTS	0.00	(78,408.16)	100.00
1-72-900	GAIN ON DISPOSAL OF TCA'S	0.00	0.00	0.00
*	RECREATION REVENUE	(1,475.00)	(111,308.16)	98.67
73 WALKING TRAIL REVENUE				
1-73-562	RENT-WALKING TRAIL	0.00	0.00	0.00
1-73-590	OTHER REVENUE - WALKING TRAIL	0.00	0.00	0.00
1-73-840	OPERATING GRANT-WALKING TRAIL	0.00	0.00	0.00
*	WALKING TRAIL REVENUE	0.00	0.00	0.00
74 LIBRARY REVENUE				
1-74-410	SALES - LIBRARY OPERATIONS	0.00	0.00	0.00
1-74-550	INTEREST - LIBRARY OPERATIONS	0.00	0.00	0.00
1-74-590	OTHER REVENUE - LIBRARY OPERATIONS	0.00	0.00	0.00
1-74-750	LOCAL GOV'T GRANT - COUNTY ST. PAUL	0.00	0.00	0.00
1-74-840	PROVINCIAL CONDITIONAL GRANT	0.00	0.00	0.00
*	LIBRARY REVENUE	0.00	0.00	0.00
**	TOTAL REVENUES	(3,160,252.46)	(4,694,518.66)	32.68



TOWN OF ELK POINT

DETAIL OPERATING REVENUE & EXPENSE

Page 6 of 18
2023-Jun-15
11:58:41AM

For the Period Ending May 31, 2023

General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %
11 COUNCIL EXPENSE				
2-11-110	SALARIES	8,507.17	20,897.45	59.29
2-11-130	EMPLOYER CONTRIBUTIONS	2,333.19	5,460.48	57.27
2-11-131	MAYOR/COUNCIL CONTRIBUTIONS	1,208.87	4,000.00	69.77
2-11-150	ELECTION,CENSUS ETC.	0.00	0.00	0.00
2-11-151	COUNCILLOR BOORSE HONORARIUM	6,300.00	16,000.00	60.62
2-11-152	COUNCILLOR MCQUINN HONORARIUM	0.00	0.00	0.00
2-11-153	COUNCILLOR HAMPSON HONORARIUM	0.00	0.00	0.00
2-11-156	MAYOR YOUNG HONORARIUM	0.00	0.00	0.00
2-11-157	MAYOR TUNG HONORARIUM	5,850.00	19,000.00	69.21
2-11-158	COUNCILLOR YAREMKEVICH HONORARIUM	5,850.00	16,000.00	63.43
2-11-159	COUNCILLOR COCHRANE HONORARIUM	7,200.00	16,000.00	55.00
2-11-160	COUNCILLOR SMEREKA HONORARIUM	6,800.00	16,000.00	57.50
2-11-210	MAYOR&COUNCIL TRAINING/CONFER FEES	0.00	7,750.00	100.00
2-11-211	COUNCILLOR BOORSE TRAVEL/SUBSIS	111.04	2,000.00	94.44
2-11-212	COUNCILLOR MCQUINN TRAVEL/SUB	0.00	0.00	0.00
2-11-213	COUNCILLOR HAMPSON TRAVEL/SUBSIS	0.00	0.00	0.00
2-11-215	COUNCILOR SMEREKA TRAVEL/SUBSIS	175.80	2,000.00	91.21
2-11-216	MAYOR YOUNG TRAVEL/SUBSIS	0.00	0.00	0.00
2-11-217	MAYOR TUNG TRAVEL/SUBSISTENCE	777.14	2,000.00	61.14
2-11-218	COUNCILLOR YAREMKEVICH TRAVEL/SUB	132.41	2,000.00	93.37
2-11-219	COUNCILLOR COCHRANE TRAVEL/SUBS	673.18	2,000.00	66.34
2-11-230	WEBSITE 20%	610.00	1,400.00	56.42
2-11-234	IT SERVICES	3,696.84	8,000.00	53.78
2-11-274	INSURANCE	410.00	410.00	0.00
2-11-277	COVID-19 CONTINGENCY	0.00	0.00	0.00
2-11-290	PUBLIC RELATIONS/RECEPTIONS	920.25	5,000.00	81.59
2-11-510	GENERAL GOODS AND SERVICES	437.98	1,000.00	56.20
2-11-512	COMPUTER SUPPLIES	2,544.20	3,500.00	27.30
2-11-520	EQUIPMENT & FURNISHINGS	0.00	2,000.00	100.00
2-11-250	HIRED SERVICES	0.00	2,500.00	100.00
2-11-232	LEGAL SERVICE	0.00	2,000.00	100.00
* COUNCIL EXPENSE		54,538.07	156,917.93	65.24

12 ADMINISTRATION EXPENSE				
2-12-110	SALARIES	55,715.47	145,166.50	61.61
2-12-119	ON CALL - 25% TO 31,32,41,42	0.00	0.00	0.00
2-12-130	EMPLOYER CONTRIBUTIONS	16,569.87	37,449.17	55.75
2-12-140	TRAINING AND DEVELOPMENT	6,000.82	14,000.00	57.13
2-12-150	GIFTS,CHAMBER MTGS,ELECTION,CENSUS	400.00	800.00	50.00
2-12-210	TRAVEL,SUBSIST.,MEMBERSHIP FEES	11,945.40	23,700.00	49.59
2-12-215	FREIGHT,PHONE,FAX,POSTAGE	7,201.64	16,500.00	56.35
2-12-220	ADS,PRINT,SUBSCRIPT,MEMBER FEES	4,158.25	7,500.00	44.55
2-12-230	PROFESSIONAL SERVICES (JANITOR,ETC)	2,594.36	7,300.00	64.46
2-12-231	AUDIT SERVICES	296.48	18,600.00	98.40
2-12-232	LEGAL SERVICES	7,975.75	10,000.00	20.24
2-12-233	ASSESSMENT SERVICES	7,160.00	21,480.00	66.66
2-12-234	IT SERVICES	4,722.48	31,000.00	84.76
2-12-235	WEBSITE 20%	660.00	1,500.00	56.00
2-12-236	HUMAN RESOURCES	2,400.00	20,000.00	88.00
2-12-250	HIRED SERVICES-OFFICE,TAX COST	40.00	5,000.00	99.20
2-12-260	RENTAL OF EQUIPMENT	410.64	800.00	48.67

079



TOWN OF ELK POINT

DETAIL OPERATING REVENUE & EXPENSE

Page 7 of 18
2023-Jun-15
11:58:41AM

For the Period Ending May 31, 2023

General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %
2-12-270	MAINTENANCE AGREEMENTS, LICENCES	24,487.64	30,000.00	18.37
2-12-274	INSURANCE	1,851.11	1,850.00	(0.06)
2-12-277	COVID-19 CONTINGENCY/ GST EXPENSE	0.00	0.00	0.00
2-12-510	GENERAL GOODS & SUPPLIES	3,038.01	6,000.00	49.36
2-12-511	STATIONERY SUPPLIES	487.29	2,500.00	80.50
2-12-512	COMPUTER SUPPLIES	2,204.93	5,000.00	55.90
2-12-513	SERVICE AWARD	0.00	0.00	0.00
2-12-520	EQUIPMENT & FURNISHINGS	279.99	3,000.00	90.66
2-12-530	HARDWARE, PLUMB., POWER SUPPLIES	6,275.00	21,000.00	70.11
2-12-540	GAS - OFFICE	1,636.41	3,800.00	56.93
2-12-541	POWER - OFFICE	1,848.23	6,200.00	70.18
2-12-542	GARBAGE	594.29	1,320.00	54.97
2-12-702	BUILDING ANNUAL AMORTIZATION	0.00	2,280.00	100.00
2-12-703	EQUIPMENT ANNUAL AMORTIZATION	0.00	7,555.00	100.00
2-12-770	GRANTS TO ORGANIZATIONS	0.00	0.00	0.00
2-12-810	DEBIT/CREDIT CHARGES	263.79	1,200.00	78.01
2-12-811	OVERDRAFT COSTS	0.00	0.00	0.00
2-12-812	DR. ASHAOLU LOAN #2 COSTS	0.00	0.00	0.00
2-12-900	LOSS ON DISPOSAL OF TCA'S	0.00	0.00	0.00
2-12-910	TAX DISCOUNTS, COUNCIL WRITE-OFFS	7,237.70	5,000.00	(44.75)
2-12-920	TAX UNCOLLECTIBLE ACCOUNTS	557.13	5,000.00	88.85
2-12-990	TAX OVERPMT, ASSESS APPEAL, ETC	0.00	2,500.00	100.00
2-12-991	PENNIES	(0.03)	0.00	0.00
* ADMINISTRATION EXPENSE		179,012.65	465,000.67	61.50
23 FIRE EXPENSE				
2-23-110	SALARIES	5,536.11	13,799.08	59.88
2-23-130	EMPLOYER CONTRIBUTIONS	1,543.71	3,670.01	57.93
2-23-140	TRAINING AND DEVELOPMENT T/C	1,042.57	35,000.00	97.02
2-23-154	FIREMEN WAGES TOWN CALLS	9,880.00	9,880.00	0.00
2-23-155	FIREMEN WAGES(COUNTY & OTHER)	6,250.00	12,500.00	50.00
2-23-210	TRAVEL & SUBSISTENCE T/C	29.12	7,000.00	99.58
2-23-211	TRAVEL/SUBSIST. COUNTY EQUIPMENT T/C	0.00	3,000.00	100.00
2-23-215	FRT, PHONE, FAX, POSTAGE T/C	1,244.47	4,200.00	70.36
2-23-220	ADS, PRINT, MEMBERSHIP FEE T/C	800.00	1,000.00	20.00
2-23-225	Regional Deputy Fire Chief T/C	0.00	10,900.00	100.00
2-23-230	PROF. SERVICES - DISPATCH	3,275.06	6,500.00	49.61
2-23-231	IT SERVICES T/C	440.00	1,000.00	56.00
2-23-232	LEGAL T/C	40.00	2,000.00	98.00
2-23-249	HIRED SERVICES-BOOKKEEPING T/C	0.00	1,500.00	100.00
2-23-250	REPAIRS/MAINT.-FIREHALL T/C	15,613.87	20,000.00	21.93
2-23-251	REPAIR & MAINTENANCE-TOWN TRUCK	1,371.41	2,500.00	45.14
2-23-252	REPAIR&MAINT.-COUNTY FIRE VEHICLES 100%	0.00	0.00	0.00
2-23-253	REPAIR&MAINTENANCE.-RESCUE VAN T/C	1,412.77	4,500.00	68.60
2-23-254	HIRED SERV.-TOWN FIRE INSPECTIONS	0.00	1,500.00	100.00
2-23-255	REPAIR&MAINT.-COUNTY EQUIP., BOAT 100%	0.00	0.00	0.00
2-23-256	HIRED SERVICES-HWY/COUNTY CALLS 100%	0.00	0.00	0.00
2-23-257	REPAIRS - PARKING LOT T/C	0.00	0.00	0.00
2-23-270	LICENCES & PERMITS T/C	446.94	1,400.00	68.07
2-23-271	RESCUE VAN \$300 JAWS OF LIFE \$200	0.00	0.00	0.00
2-23-272	RESCUE VAN TERM INTEREST	0.00	0.00	0.00
2-23-274	INSURANCE T/C	9,286.53	8,300.00	(11.88)
2-23-275	INSURANCE TOWN TRUCK	879.77	1,000.00	12.02



TOWN OF ELK POINT
DETAIL OPERATING REVENUE & EXPENSE

Page 8 of 18
2023-Jun-15
11:58:41AM

For the Period Ending May 31, 2023

General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %
2-23-276	INSURANCE RESCUE VAN T/C	685.12	816.00	16.03
2-23-277	COVID-19 CONTINGENCY	0.00	0.00	0.00
2-23-290	SOCIAL EVENTS	0.00	0.00	0.00
2-23-510	GENERAL GOODS & SUPPLIES T/C	1,925.35	6,000.00	67.91
2-23-511	CLOTHING,BOOTS,GLOVES T/C	7,310.06	18,000.00	59.38
2-23-520	EQUIP/FURNISHINGS FIREHALL T/C	1,149.97	2,500.00	54.00
2-23-521	VEHICLE SUPPLIES - TOWN TRUCK	138.97	4,500.00	96.91
2-23-522	VEHICLE SUPPLS-COUNTY FIRE VEHICLES 100%	0.00	0.00	0.00
2-23-523	VEHICLE SUPPLIES - RESCUE VAN T/C	1,978.32	2,800.00	29.34
2-23-524	EQUIP. SUPPLIES COUNTY EQUIP. 100%	0.00	0.00	0.00
2-23-530	SUPPLIES,HARDWARE,ETC. T/C	14,787.26	18,000.00	17.84
2-23-531	MATERIAL - PARKING LOT	0.00	0.00	0.00
2-23-540	GAS - FIREHALL T/C	5,172.26	7,500.00	31.03
2-23-541	POWER - FIREHALL T/C	3,236.97	12,000.00	73.02
2-23-580	TRAINING MATERIALS T/C	337.24	2,000.00	83.13
2-23-702	BUILDING ANNUAL AMORTIZATION	0.00	17,158.00	100.00
2-23-703	EQUIPMENT ANNUAL AMORTIZATION	0.00	4,234.00	100.00
2-23-705	VEHICLE ANNUAL AMORTIZATION	0.00	15,002.00	100.00
2-23-760	TRANSFER TO FIRE RESERVE	0.00	63,000.00	100.00
2-23-761	TSF TO RESCUE VAN RESERVE	0.00	9,500.00	100.00
2-23-920	UNCOLLECTIBLE ACCOUNTS	0.00	0.00	0.00
* FIRE EXPENSE		95,813.85	334,159.09	71.33
24 EMERGENCY/SAFETY EXPENSE				
2-24-110	SALARIES	2,672.98	6,663.21	59.88
2-24-130	EMPLOYER CONTRIBUTION	739.10	1,755.26	57.89
2-24-140	TRAINING & DEVELOPMENT	0.00	0.00	0.00
2-24-210	TRAVEL,SUBSIST.,MEMBERSHIP FEES	0.00	400.00	100.00
2-24-215	PHONES - DISASTER SERVICES	458.80	1,800.00	74.51
2-24-230	WEBSITE 20%	610.00	1,400.00	56.42
2-24-250	HIRED SERVICES	0.00	5,500.00	100.00
2-24-270	MAINTENANCE AGREEMENTS	0.00	0.00	0.00
2-24-277	COVID-19 CONTINGENCY	0.00	0.00	0.00
2-24-510	GENERAL GOODS & SERVICES	0.00	200.00	100.00
2-24-520	VEHICLE/SUPPLIES	0.00	0.00	0.00
2-24-750	TOWN ST.PAUL - COMM ALERT	0.00	0.00	0.00
2-24-751	REGIONAL EMERGENCY MANAGEMENT	0.00	3,000.00	100.00
2-24-752	REGIONAL OCCUPATIONAL HEALTH & SAFETY	554.49	22,500.00	97.53
2-24-753	RADIO INFRASTRUCTURE	0.00	0.00	0.00
2-24-754	LOCAL GOVERNMENT GRANTS	0.00	0.00	0.00
2-24-755	REGIONAL OHS SUPPORT STAFF	0.00	0.00	0.00
* EMERGENCY/SAFETY EXPENSE		5,035.37	43,218.47	88.35
26 BYLAW EXPENSE				
2-26-110	SALARIES	5,121.62	12,707.30	59.69
2-26-119	ON CALL WAGES	0.00	0.00	0.00
2-26-130	EMPLOYER CONTRIBUTIONS	1,323.38	3,230.60	59.03
2-26-140	TRAINING AND DEVELOPMENT	0.00	1,000.00	100.00
2-26-210	TRAVEL AND SUBSISTENCE	1,113.26	2,000.00	44.33
2-26-215	FREIGHT,PHONE,FAX,POSTAGE	414.35	1,200.00	65.47
2-26-220	ADVERTISING & PRINTING	0.00	500.00	100.00
2-26-230	ANIMAL CONTROL - SPCA	1,500.00	2,650.00	43.39
2-26-232	LEGAL BYLAWS/ENFORCEMENT	483.45	7,500.00	93.55

081



TOWN OF ELK POINT

DETAIL OPERATING REVENUE & EXPENSE

Page 9 of 18
2023-Jun-15
11:58:41AM

For the Period Ending May 31, 2023

General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %
2-26-234	IT SERVICES	115.92	1,500.00	92.27
2-26-250	HIRED SERVICES	11,500.00	30,000.00	61.66
2-26-274	INSURANCE	0.00	0.00	0.00
2-26-277	COVID-19 CONTINGENCY	0.00	0.00	0.00
2-26-510	GENERAL GOODS AND SUPPLIES	1,035.00	5,000.00	79.30
2-26-520	EQUIP/FURNISHINGS	0.00	1,000.00	100.00
2-26-525	FUEL, ETC.	0.00	1,000.00	100.00
2-26-754	POLICING CONTRIBUTION	0.00	52,481.00	100.00
* BYLAW EXPENSE		22,606.98	121,768.90	81.43
31 PUBLIC WORKS EXPENSE				
2-31-117	CASUAL WAGES	0.00	0.00	0.00
2-31-110	SALARIES	30,257.83	75,600.07	59.97
2-31-119	ON CALL WAGES	1,356.34	3,000.00	54.78
2-31-130	EMPLOYER CONTRIBUTIONS	9,307.77	20,128.18	53.75
2-31-131	EMPLOYER CONTRIBUTION - CASUAL	0.00	0.00	0.00
2-31-140	TRAINING AND DEVELOPMENT	1,743.81	6,000.00	70.93
2-31-210	TRAVEL AND SUBSISTENCE	920.35	2,000.00	53.98
2-31-212	DAMAGE CLAIMS	0.00	0.00	0.00
2-31-215	FREIGHT, PHONE	1,268.75	4,000.00	68.28
2-31-220	ADS,PRINTING,SUBSCRIPTIONS	269.22	1,400.00	80.77
2-31-230	PROFESSIONAL/ HIRED SERVICE	0.00	10,000.00	100.00
2-31-234	IT SERVICES	1,287.72	4,000.00	67.80
2-31-250	HIRED SERVICES - SHOP	4,125.14	3,000.00	(37.50)
2-31-251	HIRED SERVICES - EQUIPMENT/VEHICLES	717.50	14,000.00	94.87
2-31-270	LICENCES AND PERMITS	583.08	1,000.00	41.69
2-31-274	INSURANCE	5,814.01	6,000.00	3.09
2-31-277	COVID-19 CONTINGENCY	0.00	0.00	0.00
2-31-510	GENERAL GOODS - P/W OFFICE	317.88	2,000.00	84.10
2-31-511	CLOTHING, BOOTS, GLOVES	405.25	1,700.00	76.16
2-31-512	COMPUTER SUPPLIES	0.00	800.00	100.00
2-31-513	SERVICE AWARD	0.00	0.00	0.00
2-31-520	EQUIPMENT - SUPPLIES/PARTS	7,251.99	7,500.00	3.30
2-31-521	CONSUMABLES & SHOP EQUIPMENT	1,490.08	2,500.00	40.39
2-31-525	FUEL, ETC.	3,484.91	18,000.00	80.63
2-31-540	GAS - SHOP	8,234.85	12,000.00	31.37
2-31-541	POWER - SHOP	830.24	5,500.00	84.90
2-31-542	GARBAGE - SHOP	594.28	1,500.00	60.38
2-31-702	BUILDING ANNUAL AMORTIZATION	0.00	7,900.00	100.00
2-31-706	LAND IMPROVEMENTS ANNUAL AMORTIZATOIN	0.00	240.00	100.00
2-31-760	TSF TO PW EQUIPMENT RESERVE	0.00	150,000.00	100.00
* PUBLIC WORKS EXPENSE		80,261.00	359,768.25	77.69
32 STREETS EXPENSE				
2-32-110	SALARIES	36,333.80	96,682.08	62.41
2-32-119	ON CALL WAGES	1,356.35	3,000.00	54.78
2-32-130	EMPLOYER CONTRIBUTIONS	10,067.07	24,208.95	58.41
2-32-140	TRAINING AND DEVELOPMENT	169.52	4,500.00	96.23
2-32-210	TRAVEL AND SUBSISTENCE	0.00	300.00	100.00
2-32-215	FREIGHT	1,144.60	4,000.00	71.38
2-32-230	PROFESSIONAL & SPECIAL SERVICES	0.00	0.00	0.00
2-32-251	HIRED SERVICES - EQUIPMENT	3,384.75	10,000.00	66.15
2-32-252	HIRED SERVICES - STREETS	468.28	100,000.00	99.53



TOWN OF ELK POINT

DETAIL OPERATING REVENUE & EXPENSE

Page 10 of 18
2023-Jun-15
11:58:41AM

For the Period Ending May 31, 2023

General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %
2-32-253	HIRED SERVICES - SIDEWALKS	0.00	4,000.00	100.00
2-32-254	HIRED SERVICES - SIGNS/LIGHTS	360.00	1,200.00	70.00
2-32-272	DAMAGE CLAIMS	0.00	1,000.00	100.00
2-32-274	INSURANCE	6,506.90	6,600.00	1.41
2-32-520	EQUIPMENT SUPPLIES/PARTS	8,072.55	9,000.00	10.30
2-32-525	FUEL, ETC.	4,511.23	18,000.00	74.93
2-32-532	MATERIALS - STREETS	2,845.48	15,000.00	81.03
2-32-533	MATERIALS - SIDEWALKS	375.00	2,000.00	81.25
2-32-534	MATERIALS - SIGNS & LIGHTS	924.53	3,500.00	73.58
2-32-535	SAND AND GRAVEL	466.50	7,000.00	93.33
2-32-544	POWER - STREET LIGHTS	44,234.94	115,000.00	61.53
2-32-701	ENGINEERING ANNUAL AMORTIZATION	0.00	280,000.00	100.00
2-32-703	EQUIPMENT ANNUAL AMORTIZATION	0.00	58,100.00	100.00
2-32-705	VEHICLE ANNUAL AMORTIZATION	0.00	16,150.00	100.00
2-32-831	DEBENTURE INTEREST PAYMENT	0.00	0.00	0.00
2-32-900	LOSS ON DISPOSAL OF TCA'S	0.00	0.00	0.00
* STREETS EXPENSE		121,221.50	779,241.03	84.44
33 AIRPORT EXPENSE				
2-33-110	SALARIES	3,053.41	7,608.54	59.86
2-33-130	EMPLOYER CONTRIBUTIONS	870.55	2,074.25	58.03
2-33-150	HONORARIUMS	0.00	0.00	0.00
2-33-210	TRAVEL/SUBSIS./MEMBERSHIP FEES	0.00	200.00	100.00
2-33-215	FREIGHT	0.00	100.00	100.00
2-33-220	SUBSCRIPTIONS/ADVERTISING	0.00	200.00	100.00
2-33-230	PROFESSIONAL & SPECIAL SERVICES	68,050.40	130,367.17	47.80
2-33-250	HIRED SERVICE-TERMINAL/EQUIP/NAVIGA	4,000.00	6,500.00	38.46
2-33-251	HIRED SERVICES - RESIDENCE	0.00	1,000.00	100.00
2-33-270	LICENCES - RADIO	591.30	600.00	1.45
2-33-274	INSURANCE	825.45	1,500.00	44.97
2-33-351	SUPPLIES & SERVICES FROM COUNTY OF ST. P	5,475.00	10,000.00	45.25
2-33-352	SUPPLIES & SERVICES FROM TOWN OF ELK P.	0.00	8,000.00	100.00
2-33-510	GENERAL GOODS AND SUPPLIES	23.90	5,500.00	99.56
2-33-531	SUPPLIES,HARDWARE,ETC-RESIDENCE	0.00	250.00	100.00
2-33-530	HARDWARE,PLUMBING,ELECTRIC SUPPLIES	27.43	4,000.00	99.31
2-33-540	GAS - RESIDENCE/TERMINAL	1,557.04	3,500.00	55.51
2-33-541	POWER - RUNWAY /TERMINAL	1,463.58	5,000.00	70.72
2-33-542	POWER - RESIDENCE	0.00	0.00	0.00
2-33-706	LAND IMPROVEMENTS ANNUAL AMORTIZATION	0.00	160,500.00	100.00
* AIRPORT EXPENSE		85,938.06	346,899.96	75.23
37 STORM SEWERS EXPENSE				
2-37-110	SALARIES	11,061.63	27,817.50	60.23
2-37-130	EMPLOYER CONTRIBUTIONS	3,075.66	7,369.44	58.26
2-37-215	FREIGHT	0.00	500.00	100.00
2-37-230	PROFESSIONAL & SPECIAL SERVICES	0.00	0.00	0.00
2-37-250	HIRED SERVICES - DRAINAGE	0.00	1,200.00	100.00
2-37-251	HIRED SERVICES - STORM SEWERS	0.00	1,000.00	100.00
2-37-532	MATERIALS-DRAINAGE/STORM SEWERS	0.00	2,000.00	100.00
2-37-701	ENGINEERING ANNUAL AMORTIZATION	0.00	65,150.00	100.00
2-37-831	DEBENTURE INTEREST PAYMENT	0.00	0.00	0.00



TOWN OF ELK POINT

DETAIL OPERATING REVENUE & EXPENSE

Page 11 of 18
2023-Jun-15
11:58:41AM

For the Period Ending May 31, 2023

General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %
2-37-832	DEBENTURE PRINCIPAL PAYMENT	0.00	0.00	0.00
*	STORM SEWERS EXPENSE	14,137.29	105,036.94	86.54
41 WATER EXPENSE				
2-41-111	UTILITY OPERATOR 60%	13,759.13	32,317.59	57.42
2-41-110	SALARIES	41,867.60	104,962.90	60.11
2-41-119	ON CALL WAGES	1,627.54	3,000.00	45.74
2-41-130	EMPLOYER CONTRIBUTIONS	12,049.92	28,276.86	57.38
2-41-131	UTILITY OPERATOR 60% 'ER CONTR.	4,223.87	10,340.42	59.15
2-41-140	TRAINING AND DEVELOPMENT	865.00	1,900.00	54.47
2-41-210	TRAVEL AND SUBSISTENCE	67.16	1,900.00	96.46
2-41-215	FREIGHT,PHONE,FAX,POSTAGE	1,416.89	6,000.00	76.38
2-41-216	BULK WATER MCS NET FEE	659.40	1,350.00	51.15
2-41-220	ADS,PRINTING,SUBSCRIPTIONS	0.00	500.00	100.00
2-41-230	W4L-80%ADMIN. FEE/AUDITOR/MTG/ETC	18,340.18	50,000.00	63.31
2-41-231	WEBSITE/IT SERVICES/LEGAL	610.00	1,400.00	56.42
2-41-234	IT SERVICES	761.04	7,500.00	89.85
2-41-251	HIRED SERVICES	0.00	0.00	0.00
2-41-252	HIRED SERVICES - PLANT	3,406.28	8,000.00	57.42
2-41-253	HIRED SERVICES - DISTRIBUTION	93.88	15,000.00	99.37
2-41-263	RENTAL OF EQUIPMENT - DISTRIBUTION	0.00	0.00	0.00
2-41-270	MAINTENANCE/LICENSE FEE	2,947.61	6,000.00	50.87
2-41-272	DAMAGE CLAIMS	0.00	0.00	0.00
2-41-274	INSURANCE	17,733.93	17,500.00	(1.33)
2-41-277	COVID-19 CONTINGENCY	0.00	0.00	0.00
2-41-350	PURCHASE WATER FROM W4L	66,307.50	227,850.00	70.89
2-41-510	GENERAL GOODS & SUPPLIES	0.00	500.00	100.00
2-41-521	EQUIPMENT PARTS - BULKWATER	0.00	0.00	0.00
2-41-522	EQUIPMENT SUPPLIES PARTS - PLANT	2,553.25	3,000.00	14.89
2-41-523	SUPPLIES - DISTRIBUTION	382.91	9,000.00	95.74
2-41-524	WATER METERS	0.00	5,000.00	100.00
2-41-525	FUEL, ETC.	1,068.77	5,000.00	78.62
2-41-531	CHEMICALS - WATER	189.26	2,500.00	92.42
2-41-532	HARDWRE,PLBG,ELECT.SUPPLIES-PLANT	61.47	1,000.00	93.85
2-41-533	STREET REPAIRS - DISTRIBUTION	0.00	7,000.00	100.00
2-41-540	GAS - PLANT	2,327.92	4,500.00	48.26
2-41-541	GAS - STORAGE	280.91	1,000.00	71.90
2-41-542	POWER - PLANT/STORAGE	13,036.13	44,500.00	70.70
2-41-543	POWER - PRESSURE REDUCE STATION	1,387.01	5,000.00	72.25
2-41-544	POWER - BULK WATER FILL STN	1,051.00	4,200.00	74.97
2-41-545	GAS - BULK WATER FILL STN.	3,384.34	4,600.00	26.42
2-41-701	ENGINEERING ANNUAL AMORTIZATION	0.00	173,500.00	100.00
2-41-703	EQUIPMENT ANNUAL AMORTIZATION	0.00	5,100.00	100.00
2-41-750	W4L - DEBENTURE 80%	0.00	35,300.00	100.00
2-41-760	TRANSFER TO UTILITIES RESERVE	0.00	50,000.00	100.00
2-41-811	CANCEL ACCOUNT MOVE TO 241821	0.00	0.00	0.00
2-41-821	LOAN #6 INTEREST WATER RESERVOIR	0.00	0.00	0.00
2-41-831	DEBENTURE INTEREST PAYMENT	2,541.64	13,000.00	80.44
2-41-832	DEBENTURE PRINCIPAL PAYMENT	0.00	0.00	0.00
2-41-900	LOSS ON DISPOSAL OF TCA'S	0.00	0.00	0.00
2-41-920	CANCELLATION UNCOLLECTIBLE	0.00	0.00	0.00
2-41-990	WATER REFUND	0.00	0.00	0.00
*	WATER EXPENSE	215,001.54	897,497.77	76.04



TOWN OF ELK POINT

DETAIL OPERATING REVENUE & EXPENSE

Page 12 of 18
2023-Jun-15
11:58:41AM

For the Period Ending May 31, 2023

General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %
42 SEWER EXPENSE				
2-42-111	UTILITY OPERATOR 40%	6,879.53	16,158.79	57.42
2-42-110	SALARIES	28,116.99	70,496.31	60.11
2-42-119	ON CALL WAGES	1,085.12	3,000.00	63.82
2-42-130	EMPLOYER CONTRIBUTIONS	7,620.74	18,952.73	59.79
2-42-131	UTILITY OPERATOR 40% 'ER CONTR.	2,111.99	5,170.21	59.15
2-42-140	TRAINING AND DEVELOPMENT	865.00	1,900.00	54.47
2-42-210	TRAVEL AND SUBSISTENCE	565.77	1,000.00	43.42
2-42-215	FREIGHT,PHONE,FAX,POSTAGE	1,003.17	2,000.00	49.84
2-42-220	ADVERTISING, PRINTING	0.00	500.00	100.00
2-42-232	LEGAL SERVICES	0.00	0.00	0.00
2-42-251	HIRED SERVICES - LIFT STATION	3,540.30	5,000.00	29.19
2-42-252	HIRED SERVICES - BLOWER STATION	4,884.77	10,000.00	51.15
2-42-253	HIRED SERVICES - COLLECTION	0.00	1,000.00	100.00
2-42-260	RENTAL OF LAND - COLLECTION	0.00	0.00	0.00
2-42-272	DAMAGE CLAIMS	0.00	0.00	0.00
2-42-274	INSURANCE	3,191.12	3,200.00	0.27
2-42-277	COVID-19 CONTINGENCY	0.00	0.00	0.00
2-42-510	GENERAL GOODS - SEWAGE	214.07	500.00	57.18
2-42-521	EQUIPMENT PARTS - LIFT STATION	0.00	2,000.00	100.00
2-42-522	EQUIPMENT PARTS - BLOWER STATION	625.00	2,500.00	75.00
2-42-523	SUPPLIES - COLLECTION	0.00	4,000.00	100.00
2-42-525	FUEL, ETC.	1,013.39	5,000.00	79.73
2-42-531	SUPPLIES - LIFT STATION	0.00	200.00	100.00
2-42-532	SUPPLIES - BLOWER STATION	0.00	300.00	100.00
2-42-540	GAS - SEWER LIFT	1,348.17	4,000.00	66.29
2-42-542	POWER - LIFT STATION	2,820.64	11,500.00	75.47
2-42-543	POWER - BLOWER STATION	12,657.31	65,000.00	80.52
2-42-701	ENGINEERING ANNUAL AMORTIZATION	0.00	90,800.00	100.00
2-42-703	EQUIPMENT ANNUAL AMORTIZATION	0.00	0.00	0.00
2-42-705	VEHICLE ANNUAL AMORTIZATION	0.00	7,685.00	100.00
2-42-831	DEBENTURE INTEREST PAYMENT	0.00	0.00	0.00
2-42-900	LOSS OF DISPOSAL OF TCA'S	0.00	0.00	0.00
2-42-990	SEWER REFUND	0.00	0.00	0.00
* SEWER EXPENSE		78,543.08	331,863.04	76.33
43 GARBAGE EXPENSE				
2-43-110	SALARIES	31,290.91	78,516.35	60.14
2-43-111	SALARY - TRANSFER STATION	10,159.23	25,265.20	59.78
2-43-112	SALARY - RESIDENTIAL PICK-UP	9,205.90	21,700.43	57.57
2-43-130	EMPLOYER CONTRIBUTION	8,801.11	21,134.14	58.35
2-43-131	'ER CONTRI.-TRANSFER STATION	1,311.94	2,351.62	44.21
2-43-132	'ER CONTRI - RES. PICK-UP	2,106.20	5,302.72	60.28
2-43-140	TRAINING & DEVELOPMENT	525.00	1,000.00	47.50
2-43-210	TRAVEL & SUBSISTENCE	401.10	1,000.00	59.89
2-43-211	TRAVEL - TRANSFER STATION	0.00	500.00	100.00
2-43-215	FREIGHT, POSTAGE	348.00	1,500.00	76.80
2-43-220	ADVERTISING AND PRINTING	96.25	1,000.00	90.37
2-43-230	EVERGREEN	2,301.25	5,000.00	53.97
	REGIONAL-GROUNDWATER/OMNI/ETC			
2-43-231	LEGAL	970.00	1,000.00	3.00
2-43-232	HIRED SERVICE/ LEGAL- OLD LAND FILL	0.00	0.00	0.00
2-43-250	HIRED SERVICES - COUNTY TRUCKING	0.00	5,500.00	100.00
2-43-251	REPAIRS/MAINT.-TRANSFER STATION	1,352.96	9,000.00	84.96



TOWN OF ELK POINT

DETAIL OPERATING REVENUE & EXPENSE

Page 13 of 18
2023-Jun-15
11:58:41AM

For the Period Ending May 31, 2023

General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %
2-43-253	HIRED/MAINT. - TOWN-TRANSFER STATION	0.00	1,000.00	100.00
2-43-254	HIRED SERVICES - EQUIPMENT	4,926.13	6,000.00	17.89
2-43-260	RENTAL - RECYCLING BINS	0.00	1,000.00	100.00
2-43-270	INSURANCE,LICENCES,PERMITS-TRA.STN.	278.00	350.00	20.57
2-43-274	INSURANCE	1,146.25	1,600.00	28.35
2-43-277	COVID-19 CONTINGENCY	0.00	0.00	0.00
2-43-351	SUPPLIES & SERVICES FROM COUNTY OF ST. P	0.00	0.00	0.00
2-43-352	SUPPLIES & SERVICES FROM TOWN OF ELK P	0.00	80,800.00	100.00
2-43-510	GENERAL GOODS - GARBAGE	0.00	500.00	100.00
2-43-512	SERVICE AWARD	0.00	0.00	0.00
2-43-513	RESIDENTIAL GARBAGE BINS	0.00	500.00	100.00
2-43-520	EQUIPMENT - GARBAGE TRUCK	16,670.70	17,000.00	1.93
2-43-521	EQUIPMENT - TRANSFER STATION	0.00	0.00	0.00
2-43-525	FUEL, ETC.	4,481.28	10,200.00	56.06
2-43-540	PROPANE	0.00	0.00	0.00
2-43-544	EVERGREEN TIP FEES - RESIDENTIAL	3,763.60	15,000.00	74.90
2-43-545	EVERGREEN TIP FEES-METAL,ASHES,ETC	0.00	6,000.00	100.00
2-43-705	VEHICLE ANNUAL AMORTIZATION	0.00	0.00	0.00
2-43-706	LAND IMPROVEMENTS ANNUAL AMORTIZATION	0.00	3,000.00	100.00
2-43-771	GRANT TO EVERGREEN WASTEMANAGEMENT	16,371.97	16,500.00	0.77
* GARBAGE EXPENSE		116,507.78	339,220.46	65.65
51 FCSS EXPENSE				
2-51-110	SALARIES	0.00	0.00	0.00
2-51-130	EMPLOYER CONTRIBUTIONS	0.00	0.00	0.00
2-51-200	FCSS - TOWN MEMBER HONORARIUM	581.32	6,000.00	90.31
2-51-274	INSURANCE	1,730.00	1,730.00	0.00
2-51-500	SUPPLIES - FCSS OPERATION	0.00	0.00	0.00
2-51-750	FCSS 80%GRANT20%TOWN TO COUNTY	2,929.26	11,717.00	74.99
2-51-765	TRANSFER FCSS	0.00	0.00	0.00
2-51-770	GRANT-80%GRANT20%TOWN GRANTS TO ORGANIZATIONS	0.00	0.00	0.00
* FCSS EXPENSE		5,240.58	19,447.00	73.05
53 HEALTH CARE EXPENSE				
2-53-200	HEALTH CARE RECRUITMENT FUND	0.00	0.00	0.00
2-53-210	TRAVEL AND SUBSISTENCE	0.00	0.00	0.00
2-53-220	ADVERTISING	0.00	0.00	0.00
2-53-230	PROFESSIONAL SERVICES	0.00	0.00	0.00
2-53-510	GENERAL SUPPLIES	0.00	0.00	0.00
2-53-812	DR. ASHAOLU LOAN #2 COSTS	1,448.13	3,500.00	58.62
* HEALTH CARE EXPENSE		1,448.13	3,500.00	58.62
56 CEMETERY EXPENSE				
2-56-110	SALARIES	2,672.98	6,663.21	59.88
2-56-130	EMPLOYER CONTRIBUTIONS	739.20	1,755.26	57.88
2-56-232	LEGAL SERVICES	0.00	0.00	0.00
2-56-530	CEMETERY MAINTENANCE MATERIALS	0.00	2,000.00	100.00
2-56-990	REFUND - RESERVED CEMETERY PLOT	0.00	0.00	0.00



TOWN OF ELK POINT

DETAIL OPERATING REVENUE & EXPENSE

Page 14 of 18
2023-Jun-15
11:58:41AM

For the Period Ending May 31, 2023

General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %
* CEMETERY EXPENSE		3,412.18	10,418.47	67.25
61 PLANNING ZONING EXPENSE				
2-61-130	EMPLOYER CONTRIBUTION	2,462.94	5,797.76	57.51
2-61-110	SALARIES	8,145.43	19,813.02	58.88
2-61-140	TRAINING & DEVELOPMENT	575.00	800.00	28.12
2-61-150	SDAB COSTS	0.00	5,000.00	100.00
2-61-210	TRAVEL & SUBSISTENCE	511.76	4,000.00	87.20
2-61-215	FREIGHT	0.00	0.00	0.00
2-61-220	ADVERTISING, MEMBERSHIP FEE	560.00	1,500.00	62.66
2-61-230	PROFESSIONAL SERVICES- ACP-ASP	4,966.16	39,764.83	87.51
2-61-231	INSPECTIONS GROUP PERMIT COSTS	240.41	5,000.00	95.19
2-61-232	SCC FEE	20.20	700.00	97.11
2-61-233	LEGAL	2,989.61	5,000.00	40.20
2-61-990	REFUND - REZONING FEE	0.00	0.00	0.00
* PLANNING ZONING EXPENSES		20,471.51	87,375.61	76.57
62 COMMUNITY SERVICES EXPENSE				
2-62-111	CANADA DAY COORDINATOR	0.00	0.00	0.00
2-62-130	CANADA'S DAY ER DEDUCTIONS	0.00	0.00	0.00
2-62-210	TRAVEL/MEMBER/CONFERENC FEE	0.00	0.00	0.00
2-62-215	POSTAGE,PHONE,FREIGHT	0.00	200.00	100.00
2-62-220	ADVERTISE/PROMOTION ITEMS	0.00	3,000.00	100.00
2-62-223	ADVERTISING,MUN.MEMBER FEES-TOURISM	0.00	0.00	0.00
2-62-230	PROFESSIONAL & SPECIAL SERVICES	0.00	0.00	0.00
2-62-231	SENIOR HANDIVAN DRIVERS	1,065.14	2,000.00	46.74
2-62-250	HIRED SERVICES	0.00	0.00	0.00
2-62-261	RENTAL OF FCSS ACCOMODATIONS	5,714.28	12,000.00	52.38
2-62-272	DAMAGE CLAIMS	0.00	0.00	0.00
2-62-274	INSURANCE	12,644.64	12,650.00	0.04
2-62-277	COVID-19 CONTINGENCY	0.00	0.00	0.00
2-62-510	MATERIAL - TOWN BEAUTIFICATION	315.00	10,000.00	96.85
2-62-520	EQUIPMENT, AED SUPPLIES	374.90	1,000.00	62.51
2-62-521	ALLIED ARTS - CONSTRUCTION/MAINTENANCE M	0.00	0.00	0.00
2-62-530	GARAGE-CONSTR/MAINT. MATERIALS	0.00	0.00	0.00
2-62-540	PROPANE	85.57	200.00	57.21
2-62-702	BUILDING ANNUAL AMORTIZATION	0.00	986.00	100.00
2-62-705	VEHICLES ANNUAL AMORTIZATION	0.00	0.00	0.00
2-62-750	MD OF ST.PAUL FOUNDATION - DEFICIT	0.00	0.00	0.00
2-62-770	GRANTS TO ORGANIZATIONS	1,400.00	1,500.00	6.66
2-62-771	GRANT TO CANADA DAY	7,860.00	9,000.00	12.66
2-62-772	GRANT TO CHAMBER OF COMMERCE	0.00	0.00	0.00
2-62-773	GRANT TO SCHOOL OUTREACH	0.00	5,000.00	100.00
2-62-774	GRANT - MD FOUNDATION- GARAGE	0.00	0.00	0.00
* COMMUNITY SERVICES EXPENSE		29,459.53	57,536.00	48.80
63 IRON HORSE EXPENSE				
2-63-110	SALARIES	2,672.98	7,608.54	64.86
2-63-130	EMPLOYER CONTRIBUTIONS	739.23	2,074.25	64.36
2-63-140	TRAINING AND DEVELOPMENT	0.00	0.00	0.00
2-63-215	PHONE FREIGHT	0.00	0.00	0.00



TOWN OF ELK POINT

DETAIL OPERATING REVENUE & EXPENSE

Page 15 of 18
2023-Jun-15
11:58:41AM

For the Period Ending May 31, 2023

General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %
2-63-220	ADS,PRINTING,SUBSCRIPT,MEMBER FEES	504.00	505.00	0.19
2-63-221	ADS, MEMBER FEES	0.00	0.00	0.00
2-63-230	PROFESSIONAL/LEGAL SERVICES	0.00	0.00	0.00
2-63-250	HIRED SERVICES	0.00	0.00	0.00
2-63-274	INSURANCE - MUNI-CORR	0.00	0.00	0.00
2-63-290	PUBLIC RELATIONS/RECEPTIONS	0.00	0.00	0.00
2-63-510	GENERAL GOODS	0.00	0.00	0.00
2-63-511	LESTESTU SIGN	0.00	0.00	0.00
2-63-520	EQUIPMENT & FURNISHINGS	0.00	0.00	0.00
2-63-544	POWER	0.00	0.00	0.00
2-63-702	BUILDING ANNUAL AMORTIZATION	0.00	8,600.00	100.00
2-63-706	LAND IMPROVEMENTS ANNUAL AMORTIZATION	0.00	3,200.00	100.00
2-63-770	GRANT TO ORGANIZATIONS	0.00	0.00	0.00
* IRON HORSE EXPENSE		3,916.21	21,987.79	82.19
64 ECONOMIC EXPENSE				
2-64-110	SALARIES	2,863.18	7,135.88	59.87
2-64-130	EMPLOYER CONTRIBUTIONS	804.80	1,914.76	57.96
2-64-140	TRAINING AND DEVELOPMENT	0.00	0.00	0.00
2-64-210	TRAVEL & SUBSISTENCE	359.35	2,500.00	85.62
2-64-220	ADVERTISING & MEMBERSHIP FEES	699.50	900.00	22.27
2-64-230	PROFESSIONAL & SPECIAL SERVICES	0.00	0.00	0.00
2-64-231	WEBSITE 20%	610.00	1,400.00	56.42
2-64-234	IT SERVICES	0.00	0.00	0.00
2-64-274	INSURANCE	0.00	0.00	0.00
2-64-277	COVID-19 CONTINGENCY	0.00	0.00	0.00
2-64-290	PUBLIC RELATIONS	0.00	0.00	0.00
2-64-510	GENERAL GOODS & SUPPLIES	0.00	0.00	0.00
2-64-770	GRANTS TO ECONOMIC DEVELOPMENT COMMITTEE	6,302.50	7,000.00	9.96
2-64-751	REGIONAL EDO	0.00	20,000.00	100.00
* ECONOMIC EXPENSE		11,639.33	40,850.64	71.51
65 IDP EXPENSE				
2-65-210	TRAVEL & SUBSISTENCE ACP-IDP	0.00	0.00	0.00
2-65-220	ADVERTISING ACP-IDP	0.00	0.00	0.00
2-65-230	PROFESSIONAL SERVICES ACP-IDP	0.00	0.00	0.00
2-65-250	PROFESSIONAL SERVICES ACP-ICF	0.00	0.00	0.00
2-65-290	PUBLIC RELATIONS ACP-IDP	0.00	0.00	0.00
* IDP EXPENSE		0.00	0.00	0.00
66 LAND DEVELOPMENT EXPENSE				
2-66-110	SALARIES	3,053.38	7,608.54	59.86
2-66-130	EMPLOYER CONTRIBUTIONS	839.82	2,074.25	59.51
2-66-220	ADVERTISING	0.00	0.00	0.00
2-66-230	SURVEYING/PROFESSIONAL SERVICES	0.00	0.00	0.00
2-66-231	GIS	0.00	0.00	0.00
2-66-232	LEGAL SERVICES	159.70	10,000.00	98.40
2-66-250	HIRED SERVICES	0.00	5,000.00	100.00
2-66-510	LAND FOR RESALE COSTS	0.00	1,000.00	100.00
2-66-700	TRANSFER TO CAPITAL (LOT SALES)	0.00	0.00	0.00
2-66-811	CANCEL ACCOUNT MOVE TO 266821	0.00	0.00	0.00



TOWN OF ELK POINT

DETAIL OPERATING REVENUE & EXPENSE

Page 16 of 18
2023-Jun-15
11:58:41AM

For the Period Ending May 31, 2023

General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %
2-66-821	LOAN #5 INTEREST RES/IND LAND	7,648.76	22,000.00	65.23
* LAND DEVELOPMENT EXPENSE		11,701.66	47,682.79	75.46
67 TOURISM EXPENSE				
2-67-110	SALARIES	2,863.18	7,135.88	59.87
2-67-130	EMPLOYER CONTRIBUTIONS	804.80	1,914.76	57.96
2-67-210	TRAVEL & SUBSISTENCE	0.00	0.00	0.00
2-67-220	ADVERTISING & MEMBERSHIP FEES	450.00	1,620.00	72.22
2-67-230	PROFESSIONAL & SPECIAL SERVICES	0.00	0.00	0.00
2-67-250	HIRED SERVICES	0.00	0.00	0.00
2-67-274	INSURANCE	0.00	0.00	0.00
2-67-290	PUBLIC RELATIONS	0.00	0.00	0.00
* TOURISM EXPENSE		4,117.98	10,670.64	61.41
68 ECO CENTRE EXPENSE				
2-68-130	CONTRACTORS WCB	0.00	0.00	0.00
2-68-215	PHONE FREIGHT	0.00	1,200.00	100.00
2-68-220	ADS, MEMBER FEES	0.00	0.00	0.00
2-68-250	HIRED SERVICES - JANITORIAL	3,238.13	6,000.00	46.03
2-68-274	INSURANCE	1,437.14	1,450.00	0.88
2-68-277	COVID-19 CONTINGENCY	0.00	0.00	0.00
2-68-510	GENERAL GOODS	10.97	250.00	95.61
2-68-544	POWER & GAS	211.80	3,600.00	94.11
* ECO CENTRE EXPENSE		4,898.04	12,500.00	60.82
69 LAND RENTAL EXPENSE				
2-69-110	SALARIES	0.00	0.00	0.00
2-69-130	EMPLOYER CONTRIBUTIONS	0.00	0.00	0.00
2-69-250	HIRED SERVICES	0.00	0.00	0.00
2-69-274	INSURANCE	0.00	0.00	0.00
2-69-530	HRDWARE,PLBG,ELECT.SUPPLIES	0.00	0.00	0.00
* LAND RENTAL EXPENSE		0.00	0.00	0.00
71 RECREATION PROGRAM EXPENSE				
2-71-130	EMPLOYER CONTRIBUTIONS - WCB	0.00	200.00	100.00
2-71-210	TRAVEL, SUBSIST.,MEMBERSHIP FEES	0.00	500.00	100.00
2-71-215	FREIGHT,PHONE,FAX,POSTAGE	0.00	400.00	100.00
2-71-220	ADS,PRINT,SUBSCRIPT,MEMBER FEES	0.00	0.00	0.00
2-71-230	RECREATION COORDINATOR	0.00	0.00	0.00
2-71-231	PROFESSIONAL SERVICES	0.00	1,000.00	100.00
2-71-233	PROF. SERVICES - PROGRAMS/EVENTS	0.00	250.00	100.00
2-71-234	PROF. SERVICES - PROGRAMS/EVENTS	0.00	0.00	0.00
2-71-260	RENTAL OF BLDG/EQUIPMENT	0.00	0.00	0.00
2-71-262	RENTAL - BUS	0.00	0.00	0.00
2-71-510	GENERAL GOODS & SUPPLIES	35.78	200.00	82.11
2-71-511	EVENT/ PROJECTS-PRIZES/SUPPLIES	103.40	5,000.00	97.93
2-71-770	GRANTS TO ORGANIZATIONS	0.00	5,000.00	100.00
* RECREATION PROGRAM EXPENSE		139.18	12,550.00	98.89

72 RECREATION EXPENSE



TOWN OF ELK POINT

DETAIL OPERATING REVENUE & EXPENSE

Page 17 of 18
2023-Jun-15
11:58:41AM

For the Period Ending May 31, 2023

General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %
2-72-110	SALARIES	14,660.40	37,053.58	60.43
2-72-111	SUMMER 4 MONTH SALARIES	0.00	0.00	0.00
2-72-113	SUMMER 2 MONTH SALARIES	3,203.20	20,000.00	83.98
2-72-115	METIS SUMMER 4 MONTH	0.00	0.00	0.00
2-72-130	EMPLOYER CONTRIBUTIONS	4,080.01	9,841.40	58.54
2-72-131	SUMMER 4 MONTH 'ER CONTRI.	0.00	0.00	0.00
2-72-133	SUMMER 2 MONTH 'ER CONTRI.	307.19	1,922.28	84.01
2-72-135	METIS SUMMER 4 MONTH 'ER CONTRI.	0.00	0.00	0.00
2-72-140	TRAINING AND DEVELOPMENT	0.00	0.00	0.00
2-72-212	WATERPARK - TRAVEL & SUBSISTENCE	0.00	0.00	0.00
2-72-215	FREIGHT	0.00	200.00	100.00
2-72-220	ADVERTISING & MEMBERSHIP FEES	0.00	250.00	100.00
2-72-230	ELK POINT GOLF CONTRACT	0.00	24,660.00	100.00
2-72-250	HIRED SERVICES - PARKS & FACILITIES	0.00	3,100.00	100.00
2-72-251	HIRED SERVICES - RIVER CAMPSITE	0.00	500.00	100.00
2-72-270	DEFERRED REVENUE INTEREST	0.00	0.00	0.00
2-72-274	INSURANCE	10,842.70	9,800.00	(10.63)
2-72-277	COVID-19 CONTINGENCY	0.00	0.00	0.00
2-72-510	GENERAL GOODS - PARKS	214.08	1,900.00	88.73
2-72-511	GENERAL GOODS - RIVER CAMPSITE	0.00	1,000.00	100.00
2-72-520	EQUIP.,SUPPLIES,PARTS-PARKS/FACILIT	636.26	8,000.00	92.04
2-72-525	FUEL, ETC.	311.79	3,750.00	91.68
2-72-530	MAINTENANCE MATERIALS	0.00	5,200.00	100.00
2-72-531	MATERIALS - RIVER CAMPSITE	0.00	500.00	100.00
2-72-540	GAS - RECREATION CAMPSITE	290.13	1,100.00	73.62
2-72-541	POWER - RECREATION CAMPSITE	701.64	6,600.00	89.36
2-72-542	POWER - RIVER CAMPSITE	312.43	1,800.00	82.64
2-72-543	POWER - GAZEBO PARK	150.00	720.00	79.16
2-72-702	BUILDING ANNUAL AMORTIZATION	0.00	3,567.00	100.00
2-72-703	EQUIPMENT ANNUAL AMORTIZATION	0.00	9,550.00	100.00
2-72-705	VEHICLE ANNUAL AMORTIZATION	0.00	0.00	0.00
2-72-706	LAND IMPROVEMENTS ANNUAL AMORTIZATION	0.00	73,700.00	100.00
2-72-760	TSF TO RECREATION RESERVE	0.00	50,000.00	100.00
2-72-770	GRANTS TO ORGANIZATIONS	1,700.00	6,000.00	71.66
2-72-771	GRANTS TO CLUBS HOSTING PROVINCIALS	1,000.00	2,000.00	50.00
2-72-850	REGIONAL CONTRIBUTION FACILITIES A & B	0.00	77,380.51	100.00
* RECREATION EXPENSE		38,409.83	360,094.77	89.33
73 WALKING TRAIL EXPENSE				
2-73-110	SALARIES - WALKING TRAIL	0.00	0.00	0.00
2-73-117	'16 DON'T USE CASUAL WAGE - MRTA	0.00	0.00	0.00
2-73-130	'ER CONTR. WALKING TRAIL	0.00	0.00	0.00
2-73-131	'ER CONTR.-CASUAL - WALKING TRAIL	0.00	0.00	0.00
2-73-215	FREIGHT - WALKING TRAIL	0.00	0.00	0.00
2-73-220	ADVERTISING - WALKING TRAIL	0.00	0.00	0.00
2-73-230	PROFESSIONAL SERVICES - WT	0.00	0.00	0.00
2-73-250	HIRED SERVICES - WALKING TRAIL	0.00	0.00	0.00
2-73-274	INSURANCE - WALKING TRAIL	0.00	0.00	0.00
2-73-510	GENERAL GOODS -WALKING TRAIL	0.00	0.00	0.00
2-73-525	SUPPLIES, PART'S & FUEL - WT	0.00	0.00	0.00
2-73-530	MAINT. MATERIALS - WALKING TRAIL	0.00	0.00	0.00
* WALKING TRAIL EXPENSE		0.00	0.00	0.00



TOWN OF ELK POINT
DETAIL OPERATING REVENUE & EXPENSE

Page 18 of 18
2023-Jun-15
11:58:41AM

For the Period Ending May 31, 2023

General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %
74 LIBRARY EXPENSE				
2-74-111	SALARIES - LIBRARY OPERATIONS	0.00	0.00	0.00
2-74-110	SALARIES	3,051.24	7,588.50	59.79
2-74-130	EMPLOYER CONTRIBUTIONS	868.58	2,070.49	58.04
2-74-131	ER CONTRI. - LIBRARY OPERATIONS	0.00	0.00	0.00
2-74-150	HONORARIUMS - NLLS	0.00	0.00	0.00
2-74-200	GENERAL SERVICES-LIBRARY OPERATIONS	0.00	0.00	0.00
2-74-210	TRAVEL,SUBSIST.,MEMBERSHIP FEES	0.00	0.00	0.00
2-74-215	PHONE	689.33	1,600.00	56.91
2-74-220	ADVERTISING	0.00	0.00	0.00
2-74-230	PROFESSIONAL SERVICES (JANITOR,ETC)	3,150.00	7,560.00	58.33
2-74-231	AUDIT SERVICE	0.00	0.00	0.00
2-74-250	HIRED SERVICES - LIBRARY	0.00	7,300.00	100.00
2-74-274	INSURANCE	4,201.57	4,600.00	8.66
2-74-277	COVID-19 CONTINGENCY	0.00	0.00	0.00
2-74-500	SUPPLIES - LIBRARY OPERATIONS	0.00	0.00	0.00
2-74-501	USED FOR SUPPLIES(NLLS GRANT)	14,740.26	25,000.00	41.03
2-74-510	GENERAL GOODS AND SUPPLIES	49.90	1,650.00	96.97
2-74-520	EQUIPMENT & FURNISHINGS	0.00	150.00	100.00
2-74-530	CONSTRUCT/MAINTENANCE MATERIALS	0.00	500.00	100.00
2-74-540	GAS - LIBRARY	2,322.63	3,300.00	29.61
2-74-544	POWER - LIBRARY	828.13	6,400.00	87.06
2-74-702	BUILDING ANNUAL AMORTIZATION	0.00	4,030.00	100.00
2-74-771	GRANT TO NLLS	0.00	0.00	0.00
2-74-831	DEBENTURE INTEREST PAYMENT	0.00	0.00	0.00
2-74-832	DEBENTURE PRINCIPAL PAYMENT	0.00	0.00	0.00
* LIBRARY EXPENSE		29,901.64	71,748.99	58.32
81 REQUISITIONS				
2-81-742	AB SCHOOL FOUNDATION FUND-RES.&FARM	65,823.95	263,295.79	74.99
2-81-743	AB SCHOOL FOUNDATION FUND -NON-RES.	41,759.58	167,038.31	74.99
2-81-750	D.I.P TAX FUND - REQUISITION	0.00	0.00	0.00
2-81-751	MD OF ST.PAUL FOUNDATION - REQUISITION	54,274.49	54,274.49	0.00
2-81-990	EXCESS/UNDER COLLECTION REQUISITIONS	0.00	(18,308.14)	100.00
* REQUISITIONS EXPENSE		161,858.02	466,300.45	65.29
97 CONTINGENCIES RESERVES EXPE				
2-97-995	SURPLUS/DEFICIT	0.00	0.00	0.00
* CONTINGENCIES RESERVES EXPENSE		0.00	0.00	0.00
** TOTAL EXPENSES		1,395,230.99	5,503,255.66	74.65
*** SURPLUS/DEFICIT		(1,765,021.47)	808,737.00	318.24

*** End of Report ***



TOWN OF ELK POINT

OPERATING REVENUE & EXPENSE (TOTALS)

Page 1 of 2
2023-Jun-15
11:59:42AM

For the Period Ending May 31, 2023

Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %
* 10 GENERAL REVENUE	(2,708,844.92)	(2,853,033.54)	5.05
* 11 COUNCIL REVENUE	0.00	(3,500.00)	100.00
* 12 ADMINISTRATION REVENUE	(13,215.05)	(37,000.00)	64.28
* 23 FIRE REVENUE	(10,062.40)	(133,687.00)	92.47
* 26 BYLAW REVENUE	(5,636.00)	(9,500.00)	40.67
* 31 PUBLIC WORKS REVENUE	0.00	(53,293.00)	100.00
* 32 STREETS REVENUE	(500.00)	(3,000.00)	83.33
* 33 AIRPORT REVENUE	(10,082.50)	(170,483.57)	94.09
* 37 STORM SEWERS REVENUE	(2,375.15)	(2,375.15)	0.00
* 41 WATER REVENUE	(254,793.88)	(736,200.00)	65.39
* 42 SEWER REVENUE	(58,824.30)	(173,200.00)	66.04
* 43 GARBAGE REVENUE	(74,784.50)	(273,933.41)	72.70
* 51 FCSS REVENUE	0.00	0.00	0.00
* 53 HEALTH CARE REVENUE	0.00	0.00	0.00
* 56 CEMETERY REVENUE	(800.00)	(1,300.00)	38.46
* 61 PLANNING ZONING REVENUE	(1,208.70)	(60,764.83)	98.01
* 62 COMMUNITY SERVICES REVENUE	(4,997.56)	(44,900.00)	88.87
* 63 IRON HORSE REVENUE	0.00	0.00	0.00
* 64 ECONOMIC REVENUE	(6,552.50)	(7,000.00)	6.39
* 65 IDP REVENUE	0.00	0.00	0.00
* 66 LAND DEVELOPMENT REVENUE	0.00	(5,000.00)	100.00
* 67 TOURISM REVENUE	0.00	0.00	0.00
* 68 ECO CENTRE REVENUE	(1,100.00)	(10,040.00)	89.04
* 69 LAND RENTAL REVENUE	0.00	0.00	0.00
* 71 RECREATION PROGRAM REVENUE	(5,000.00)	(5,000.00)	0.00
* 72 RECREATION REVENUE	(1,475.00)	(111,308.16)	98.67
* 73 WALKING TRAIL REVENUE	0.00	0.00	0.00
* 74 LIBRARY REVENUE	0.00	0.00	0.00
** TOTAL REVENUES	(3,160,252.46)	(4,694,518.66)	32.68



TOWN OF ELK POINT

OPERATING REVENUE & EXPENSE (TOTALS)

Page 2 of 2
2023-Jun-15
11:59:42AM

For the Period Ending May 31, 2023

Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %
* 11 COUNCIL EXPENSE	54,538.07	156,917.93	65.24
* 12 ADMINISTRATION EXPENSE	179,012.65	465,000.67	61.50
* 23 FIRE EXPENSE	95,813.85	334,159.09	71.33
* 24 EMERGENCY/SAFETY EXPENSE	5,035.37	43,218.47	88.35
* 26 BYLAW EXPENSE	22,606.98	121,768.90	81.43
* 31 PUBLIC WORKS EXPENSE	80,261.00	359,768.25	77.69
* 32 STREETS EXPENSE	121,221.50	779,241.03	84.44
* 33 AIRPORT EXPENSE	85,938.06	346,899.96	75.23
* 37 STORM SEWERS EXPENSE	14,137.29	105,036.94	86.54
* 41 WATER EXPENSE	215,001.54	897,497.77	76.04
* 42 SEWER EXPENSE	78,543.08	331,863.04	76.33
* 43 GARBAGE EXPENSE	116,507.78	339,220.46	65.65
* 51 FCSS EXPENSE	5,240.58	19,447.00	73.05
* 53 HEALTH CARE EXPENSE	1,448.13	3,500.00	58.62
* 56 CEMETERY EXPENSE	3,412.18	10,418.47	67.25
* 61 PLANNING ZONING EXPENSES	20,471.51	87,375.61	76.57
* 62 COMMUNITY SERVICES EXPENSE	29,459.53	57,536.00	48.80
* 63 IRON HORSE EXPENSE	3,916.21	21,987.79	82.19
* 64 ECONOMIC EXPENSE	11,639.33	40,850.64	71.51
* 65 IDP EXPENSE	0.00	0.00	0.00
* 66 LAND DEVELOPMENT EXPENSE	11,701.66	47,682.79	75.46
* 67 TOURISM EXPENSE	4,117.98	10,670.64	61.41
* 68 ECO CENTRE EXPENSE	4,898.04	12,500.00	60.82
* 69 LAND RENTAL EXPENSE	0.00	0.00	0.00
* 71 RECREATION PROGRAM EXPENSE	139.18	12,550.00	98.89
* 72 RECREATION EXPENSE	38,409.83	360,094.77	89.33
* 73 WALKING TRAIL EXPENSE	0.00	0.00	0.00
* 74 LIBRARY EXPENSE	29,901.64	71,748.99	58.32
* 81 REQUISITIONS EXPENSE	161,858.02	466,300.45	65.29
* 97 CONTINGENCIES RESERVES EXP.	0.00	0.00	0.00
** TOTAL EXPENSES	1,395,230.99	5,503,255.66	74.65
*** SURPLUS/DEFICIT	(1,765,021.47)	808,737.00	318.24

*** End of Report ***



TOWN OF ELK POINT

Tax Trial Balance (Full Listing)

Trial Balance As Of 2023-06-02

Page 1 of 1

2023-Jun-2

3:52:37PM

Roll #	Title Holder	Tax Levy	Accum. Penalty	Out. Penalty	Outstanding	Current	1 Year	2 Years	3 Years	Over 3
								</		

*** End of Report ***



REQUEST FOR DECISION

Council Meeting: June 26, 2023

Re: Budget Lines Over 20%

Request:

As per the Town of Elk Point's Purchasing Policy number 3-3-15, over budget expenditures in excess of twenty percent shall require a resolution of Council for approval, excepting monthly expenditures for operating. Management monitors expenditures throughout the year, and there will be occasions that line items will go overbudget. This RFD identifies all applicable line items for 2023 as at May 31, 2023. Expenditures continue throughout the year. Additional RFDs will be required to report on over budget items monthly, as they occur.

Budget/Financial Implications:

- GL 2-31-250 HIRED SERVICES – SHOP. An unanticipated furnace replacement has caused this GL overbudget by \$1,125.14. This was presented to Council in May.
- GL 2-12-910 TAX DISCOUNTS, COUNCIL WRITE-OFFS. The Council approved write off for Roll #2850 was higher than anticipated because the property's assessment increased significantly due to its level of completion. The GL is overbudget by \$2,237.70. This is the last year that this tax roll is eligible for a discount.

Legislation/Bylaw/Policy Consideration:

- Council must acknowledge and approve by resolution all over budget items to comply with Purchasing Policy 3-3-15.

Economic Development:

Strategic Alignment:

- #4 - Effective Leadership and Communication
- Choose an item.
- Choose an item.

Vision: A safe and supportive community where business drives us, recreational opportunities inspire us, and our citizens power us.

Mission: By collaborating with partners within and beyond, Elk Point is a safe and prosperous regional centre that attracts people to succeed where they live.



- Choose an item.

Public Participation Policy:

- #2 - Transparent and Accountable
- #5 - Evaluation and Continual Improvement
- Choose an item.

Alternatives

1. As directed by Council.
2. That this item be received as information.
3. That Council approves the listing of over budgeted expenditures to comply with Policy 3-3-15 as presented.

Recommendation

3. That Council approves the listing of over budgeted expenditures to comply with Policy 3-3-15 as presented.

Respectfully submitted by:

Ken Gwozdz, CAO

Vision: A safe and supportive community where business drives us, recreational opportunities inspire us, and our citizens power us.

Mission: By collaborating with partners within and beyond, Elk Point is a safe and prosperous regional centre that attracts people to succeed where they live.

**Alberta's Lakeland DMO
Annual General Meeting
May 25, 2023**

MUNICIPALITIES Jason Boorse, Town of Elk Point Bob Ross, Town of Two Hills Ron Boisvert, Town of St. Paul Dale Hedrick, County of St. Paul Evelynne Kobes, Town of Smoky Lake	OTHERS / NON-PROFIT Penny Fox, Community Futures St. Paul–Smoky Lake Vicki Brooker, Friends of the Forts Linda Sallstrom, STEP Suzanne Prevost, CDEA Bob Bezpalko, NE AB. HUB
PRIVATE SECTOR James Paull, The Landing Michelle Wright, Métis Crossing	RESOURCE/MEMBERS (NON-VOTING) Marianne Janke, Administration Arlene Shwetz, County of St. Paul Marianne Prockiw-Zarusk, Town of Smoky Lake Alternate Norm Noel, Town of St. Paul Alternate Chris Down, Travel Alberta

1. CALL TO ORDER

President, Michelle Wright called the meeting to order at 1:00pm.

2. NEW MEMBERS

It was moved by Ron Boisvert to welcome and accept new member, Town of Two Hills.

Carried

3. ADOPTION OF AGENDA

It was moved by James Paull to accept the agenda as presented.

Carried

4. ADOPTION OF BOARD MINUTES

It was moved by Vicki Brooker to approve the minutes April 27, 2023 as presented.

Carried

5. 2022 YEAR END FINANCIAL REPORT

Administration presented the 2022 year end financial report and answered questions. Directors Paull and Noel reviewed the report and signed off on it.

It was moved by James Paull to approve the financial report as presented.

Carried

6. BUSINESS ARISING FROM MINUTES

6.1 Bylaw Review / Name Change (Marketing vs. Management)

Administration did not get a copy of our current registered bylaws as there is a fee to do so. Instead, if the organization is going to proceed with a name change, we might as well wait and submit a complete set of new bylaws.

Administration reported the province has no standard document for DMO's that includes "management" in the objectives. We can adjust our own copy of the organizations objectives to address development and entrepreneurship. The name change from marketing to management would not affect our status as a provincially recognized DMO.

It was moved by Jason Boorse to change the registered name of the organization to Alberta's Lakeland Destination Management Organization.

Carried

It was moved by Ron Boisvert to strike a sub committee consisting of James Paull, Evelynne Kobes, Michelle Wright and Marianne Janke to complete a bylaw review and bring a draft to the Board by the end of July.

Carried

6.2 Name for Summer Passport Program

Administration asked for suggestions for the contest.

It was moved by Penny Fox to use "Escape to the Lakeland".

Carried

6.3 Open Farm Days Cluster Development Workshop

The workshop is taking place on Wednesday, June 7th at the Bonnyville Neighbourhood Inn.

Administration will send out the poster.

6.4 Update on PrairiesCan Projects

On June 12 the EconoMusée Network Society will be here to present the Alberta's Iron Horse Trail Artisan at Work – DESTINATION Analysis. From 1:00 to 3:00pm at the Landing Hotel and Conference Centre as well as online over ZOOM.

6.5 Summer Employment Program

We did not receive any kind of notification that we were accepted for the program this year so won't bother now. We'll apply again next year.

6.6 Pine Creek Retreat

There have been some new developments at Pine Creek Retreat which have set their opening back a bit. We will hold off on a FAM experience for the DMO Board until we hear back from them.

7. NEW BUSINESS

7.1 Election of Executive

The Chair, Michelle Wright turned the meeting over to Administration at 1:53pm.

Marianne Janke presented the slate of nominees and called three times for any additional nominations from the floor for the positions of President, Vice President, Secretary and Treasurer.

It was moved by Penny Fox to cease nominations.

Carried

Congratulations to the elected executive as follows:

President – Michelle Wright, Métis Crossing

Vice President – Jason Boorse, Town of Elk Point

Secretary – Vicki Brooker, Friends of the Forts

Treasurer – Ron Boisvert, Town of St. Paul

Marianne Janke turned the meeting over to the Chair, Michelle Wright at 1:55pm.

7.2 2023/2024 Meeting Schedule

Administration had polled the Board for the best day and time to hold the monthly Board meeting. The most popular option was the third Thursday of the month from 1:00 – 3:00pm. It was moved by Evelynne Kobes to approve the 2023/2024 Meeting Schedule as presented.

Carried

7.3 New Travel Lakeland Website

Administration took the Board on a tour of the new website and invited everyone to go through it at their leisure and provide some feedback.

Ron Boisvert mentioned some new development west of us that we could connect to via the Victoria Trail. Chris Down confirmed the City of Edmonton is looking at designating a national historic park within its boundaries. This new river valley park is located in the northeast of Edmonton on a site formerly known as the Our Lady Queen of Peace Ranch North. For the Lakeland region, we have an opportunity to do a similar type of designation for the North Saskatchewan River through the work Kyle Schole is doing.

7.4 Power Up North Conference: Event & Sponsorship

The Power Up North Conference is taking place October 3 – 5th at Cold Lake. Registration is now open <https://www.powerupnorth.com/>

Would the DMO be interested in a Gold Sponsorship for \$3,000.00 which includes a free table at the Resource Tradeshow? Discussion included how it might be more impactful to be the lunch sponsor Wednesday (the day of the keynote speaker, Roger Brooks) which gives us time to make a presentation and ask for a table to be included for \$3,500.00.

It was moved by Bob Ross to proceed with the PUN Lunch Sponsorship and to ask for a table to be included.

Carried

7.5 Support Letter: Metis Crossing & Victoria Settlement Dark Sky Preserve

It was move by Jason Boorse to have Administration send a support letter.

Carried

7.6 Membership Fees

Administration introduced the topic of a tiered membership fee.

Comments included how some DMO's collect as much as \$2.70 per capita from Municipalities. We have to show value for dollars. Operators have different capacities so it would have to be a fair system. Michelle Wright suggested Administration work on a proposal and bring it back to the Board.

7.7 Copyright Infringement

Administration shared a second notice received from an entity claiming our old Travel Lakeland website was using a photo they did not have permission to use, and they were asking for compensation. Arlene Shwetz noted this had happened to the County and it is a scam.

7.8 Stingray Bulk Radio Buy

Administration received a good response from the email offering radio spots through Stingray's bulk buy program. We will proceed with buying enough to fill the bookings.

8. ROUND TABLE

Jason Boorse – The Elk Point Car Show & Event will include scenic air tours from the airport. They will also have a car show & shine at the Canada Day event. Lots of events on their list including Stoney Lake Rodeo, July 8 & 9th.

Suzanne Prevost – On June 1st, the latest EconoMusée is opening in Calgary, Bridgeland Distillery. In the process of following up with the potential EconoMusée sites for the Iron Horse Trail

destination. The CDEA has taken over the marketing of the sites in Alberta through their new Facebook page <https://www.facebook.com/artisansatworkalberta>

Vicki Brooker - Has not been to the Forts yet but the summer programming is up and running. They are booked solid for this season with school tours and have a waiting list.

Bob Ross – This weekend kicks off the season for Acoustic Acres by Hairy Hill. This music venue is on 10 acres and offers camping and concerts.

The motocross track north of Two Hills in the ravine will be built to include another 80 camping stalls.

The Run To The Hills Rally will take place over ten days with lots of activities planned for festival goers including jet boat tours and daily rides to other communities.

Evelynne Kobes – The Town of Smoky Lake is planning a final tour of the old HA School before it gets torn down which will be a reunion type day with a strawberry tea planned. The Town itself is celebrating 100 years on June 3rd with a community supper. On June 17th, there will be a community wide garage sale.

James Paull – The hotel is very busy with softball and track and field events starting up for the season. **New Laundry Facility!!!** There are a few weddings booked for this summer. For the first quarter, they had 330 room nights booked through Indigenous meetings booked at their conference centre.

Penny Fox – The Elk Point Chamber's "What's Happening" list is well received, and she keeps telling them to hold on, the Travel Lakeland event calendar is coming.

Lemonade Days is taking place June 17th throughout the region with 45 kids registered in her CF region and over 1,000 across the northeast.

The CF received \$230,000.00 through Penn West over 3 years to continue with the Connect For Food initiative. The first project is to redevelop NAFMA for all the northeast including Wood Buffalo.

Ron Boisvert – Things are back to normal; we are having beautiful weather and the outdoor facilities are busy with ball and soccer tournaments.

Norm Noel – About 150 participants and families were in Town for the girls U15 softball tournament. There is an upcoming soccer tournament. The trout pond and campground are open with keeper size fish stocked.

There were some issues with the newspaper passport that was pitched with local sites missing. This is different from the Chamber passport contest.

Linda Sallstrom – The Town Marketing committee is monitoring the Go East Summer Adventure Game by tracking how many people are coming to town and what they are doing while here. Not having duplicating initiatives but certainly not collaborating.

Arlene Shwetz – The County campgrounds are just about completely booked for weekends. SW end of St. Paul a black bear was spotted on the walking trail.

Linda Sallstrom – STEP received the draft strategy for the Regional Tourism Opportunity Identification and Development project. They would like to meet with stakeholders to do review the draft. Also have funding for a Master Trail Plan which will be managed by the DMO. Lastly, the NRED grant for Accommodations, Winter strategy at Westcove, Arts & Culture Strategy (Mannawanis) and an E-Bike network.

All business development projects are aligned with Travel Alberta, DMO and CDEA.

On June 7th, RTIC will be presenting at the joint municipal meeting to update everyone on the projects taking place.

STEP did 3 videos, done now and posted to YouTube, to promote the communities which will be part of a toolkit for employers and was part of a labour market project.

3:02pm – Michelle Wright left the meeting and Jason Boorse took over as chair.

Marianne Prockiw-Zaruskyy – This has been a great meeting. Attended the Mother’s Day brunch at Métis Crossing and it was amazing. The Warspite bar has been sold (is adjacent to the Iron Horse Trail).

The Town of Smoky Lake is hosting archery students on June 1st who are raising money to go to South Africa by putting on a spaghetti supper and pie throwing.

Jason Boorse – The Bethel Hotel in Elk Point is opening this month with phase 1.

Dale Hedrick – Ashmont is hosting a car show in conjunction with Lemonade Day on June 17th. They’ve attracted a lot of attention with their \$1,000.00 prize for people’s choice award.

Michelle Wright – Left a note to tell us the Sky Watching Domes at Métis Crossing will be opening in late June. They are mostly for winter destination stays.

The Smoky Lake Tourism Corp. is officially open and looking for Board members. They will eventually get someone appointed to the DMO Board as opposed to the DMO sitting on their Board.

At the Crossing, they will be celebrating Indigenous Peoples Day in June. They had 1,500 kids in May & June on school tours who also took in Victoria Settlement.

9. DATE OF NEXT MEETING

Thursday, June 15, 2023 at 1:00pm, ZOOM

10. ADJOURNMENT

It was moved by James Paull to adjourn this meeting at 3:09pm.

Michelle Wright
Chair

Marianne Janke
General Manger

Follow:

Website: www.TravelLakeland.ca

Facebook: <https://www.facebook.com/TravelLakeland/>

Instagram: <https://www.instagram.com/travellakeland/>

Website: www.ironhorsetrail.ca

Facebook: <https://www.facebook.com/AlbertasIronHorseTrail/>

Facebook Group: <https://www.facebook.com/AlbertasIronHorseTrail/>

Instagram: <https://www.instagram.com/albertasironhorsetrail/>

Sign Up For The Travel Lakeland eNewsletter:

Tag:

Travel Lakeland:

Facebook: @TravelLakeland

Instagram: @travellakeland

Iron Horse Trail:

Facebook: @AlbertasIronHorseTrail

Instagram: @albertasironhorsetrail

Twitter: @IronHorseTrail

If you want us to see your posts and engage with you; share, comment, like - please tag us

**NORTH EAST MUNI-CORR LTD.
BOARD MEETING MINUTES
March 13, 2023**

DIRECTORS PRESENT

Vicky Lefebvre, City of Cold Lake
Maureen Miller, Town of St. Paul
Phil Kushnir, Town of Bonnyville
Dana Swigart, M.D. of Bonnyville
Evelynne Kobes, Town of Smoky Lake

Nicholas Werstiuk, Village of Glendon
Tammy-Lynn Thompson, Village of Vilna
Linda Fenerty, Smoky Lake County
Dale Hedrick, County of St. Paul
Dwayne Yaremkevich, Town of Elk Point

OTHERS

Marianne Janke, Executive Director
Bill Parker, City of Cold Lake

Marvin Bjornstad, RRTS

1. CALL TO ORDER:

Chair Yaremkevich called the meeting to order at 10:00am.

2. ADOPTION OF AGENDA:

It was moved by Director Lefebvre to approve the agenda as presented.
Carried

3. ADOPTION OF MINUTES:

It was moved by Director Kobes to approve the February 13, 2023 minutes as presented.
Carried

4. BUSINESS FROM MINUTES

None

Executive Director gave a quick briefing on previous outstanding items.

5. CORRESPONDENCE

None

6. REPORTS

6.1 Riverland Recreational Trail Society

Marvin Bjornstad RRTS worked with Alberta TrailNet and Alberta Snowmobile Association to submit two Expressions of Interest for potential National Trails Coalition funding.

Alberta's Lakeland DMO received PrairiesCan funding and one of the projects is the Alberta's Iron Horse Trail EcoMusée Artisan at Work Destination.

The RRTS has concerns about attracting new members and people to sit on the Board of Directors. Membership is aging with fewer people involved. Asked if the Muni-Corr Board members could look within their communities and encourage trail users to become involved. Danny Smyl, President of the St. Paul Trail Blazers and the Iron Horse Trail Groomer Foundation reported lots of winter use. The trail, overall, was groomed at least four times.

Discussion included sending letters to user groups asking if someone from their organization could sit on the RRTS board. The AIHT Facebook group page is very active so we could do some posts on it asking for members. Director Kobes suggested identifying where we are under represented and then recruit in those areas.

The ASA and AOHVA received Provincial funding over the next 3 years with the first round already dispersed.

6.2 Executive Director Report

ED circulated copies of the March report and reviewed the four projects being funded through the PrairiesCan funding. It was noted to include the Portage College branch in the City of Cold Lake and Vermilion College for delivery of the Super Host program.

Discussion on what kind of support the DMO is getting from Travel Alberta.

It was moved by Director Hedrick to approve the two reports as presented.

Carried

7. NEW BUSINESS

7.1 Alberta's Lakeland DMO Loan

ED presented a request from Alberta's Lakeland DMO to borrow \$146,000.00 from the maturing GIC on April 5, 2023. The PrairiesCan funding of \$265,000.00 has to be paid up front by the DMO. Once the final project and financial reports are submitted, then the Federal Gov't releases the funds. It was moved by Director Lefebvre to approve the loan request for \$146,000.00 to be paid back in full when the Federal funding is received.

Director Kobes abstained.

Director Hedrick abstained.

Carried

7.2 Access LXL Consulting

It was moved by Director Miller to approve the access request as per our standard agreement.

Carried

7.5 Closed Session: Bellis Property

No report.

8. Controllers Report

ED presented the February financial report.

Discussion included breaking down the miscellaneous items, so the Board knows what they are.

It was moved by Director Kushnir to approve the Controllers Report with the corrected totals.

Carried

9. Next Meeting

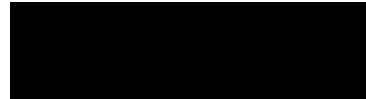
The next scheduled Board meeting is on Monday, April 17, 2023 at 10:00am in person and on ZOOM.

10. ADJOURNMENT

It was moved by Director Miller to adjourn this meeting at 11:02am.



Dwayne Yaremkevich, President



Marianne Janke, Executive Director

NORTH EAST MUNI-CORR LTD.
BOARD MEETING MINUTES
April 17, 2023

DIRECTORS PRESENT

Vicky Lefebvre, City of Cold Lake
Maureen Miller, Town of St. Paul
Phil Kushnir, Town of Bonnyville
Dana Swigart, M.D. of Bonnyville
Evelynne Kobes, Town of Smoky Lake

Nicholas Werstiuk, Village of Glendon
Tammy-Lynn Thompson, Village of Vilna
Linda Fenerty, Smoky Lake County
Dale Hedrick, County of St. Paul
Dwayne Yaremkevich, Town of Elk Point

OTHERS

Marianne Janke, Executive Director
Bill Parker, City of Cold Lake

Marvin Bjornstad, RRTS
Ron Boisvert, Town of St. Paul

1. CALL TO ORDER:

Chair Yaremkevich called the meeting to order at 10:00am.

2. ADOPTION OF AGENDA:

It was moved by Director Miller to approve the agenda with the following additions:

6.2 Scott Land & Lease and Atco

Carried

3. ADOPTION OF MINUTES:

It was moved by Director Kobes to approve the March 13, 2023 minutes as presented.

Carried

4. BUSINESS FROM MINUTES

4.1 Tree Deficiency Payout

The Bonnyville Regional Water Services Commission sent a letter noting they had successfully negotiated the trees out of the contract with their contractor. They asked if N.E. Muni-Corr Ltd. would be interested in taking on this portion of the contract.

In addition, the ED reported being approved through the Trans Canada Trail 2 Billion Trees program. Over the next five years, N.E. Muni-Corr Ltd. could receive a number of seedlings with the program paying \$10.00 per. 50% matching funds is required but can be work in kind.

Discussion included whether native fruit trees would qualify as the plan is to enhance the trail user experience with a variety of vegetation. The program will only support trees 20 feet or more in height. Individual municipalities may be interested in the program. ED will prepare a document to take forward to the separate councils.

It was moved by Director Swigart to accept the contract buy out as presented by the Bonnyville Regional Water Services Commission.

Carried

10:30am - Barb McCarthy from JMD Group LLP arrived.

Barb McCarthy presented the annual year end financial Compilation Engagement Report and answered questions.

It was moved by Director Miller to approve the Compilation Engagement Report as presented.

Carried

10:51am – Barb McCarthy left the meeting.

Discussion included working with Municipalities on funding for future maintenance projects.

4.2 Access Easement and Restrictive Covenant Agreement

ED presented the final draft of the Agreement with the M.D. of Bonnyville and Village of Glendon MOU attached.

It was moved by Director Hedrick to approve the Access Easement and Restrictive Covenant Agreement as presented.

Carried

4.3 Bank Access

The ED asked for permission to access the company bank account online for checking bank account balances and printing bank statements.

It was moved by Director Fenerty to approve the request as presented.

Carried

5. REPORTS

5.1 Riverland Recreational Trail Society

Marvin Bjornstad has spent some time working with Kalyna Country on information on early trails, settlements, and maps. The committee met and exchanged documents and information. A huge thanks to Smoky Lake County for allowing the use of their printer and scanner.

The Elk Point Historical Society is hosting the Calling Lake Historical Society.

The bridges at Calling Lake are still on the list of things to do and will plan an early May trip.

The Alberta Snowmobile Association AGM is this coming weekend.

There is a Crane Lake group trying to get hiking trails established but have come up against some bureaucracy they've asked for some assistance with.

Meeting with trail steward Nelson Rowe about development around Heinsburg.

Sent out some new e-bike information which was received through Alberta TrailNet. Lots of discussion around varying bylaws and regulations.

It was moved by Director Kobes to approve the report as presented.

Carried

11:00am – Ken Warholik with Kortech arrived.

Introductions. Ken presented the advantages of using MG30 in certain situations along the trail and discussed conditions in which the product works best.

Discussion included proper application, optimum soil conditions, using it as a stabilizer and no need to grade once established thus saving time and money on trail maintenance.

Recycled asphalt may be an alternate option as concerns over the corrosive nature of MG30 were expressed.

Kortech is willing to help with a trail assessment and a test section.

It was moved by Director Kobes to accept as information only.

Carried

It was moved by Director Lefebvre to have the ED to review the trail, prepare a 5 year action plan and get a quote for MG 30 coverage.

Carried

11:45am – Ken Warholik left the meeting.

5.2 Executive Director Report

ED circulated copies of the April report and reviewed the four projects being funded through the PrairiesCan funding.

It was moved by Director Fenerty to approve the report as presented.

Carried

6. NEW BUSINESS

6.1 Elk Point Eco Centre

ED reported having been told the Eco Centre building was sold and would be moved off the property. Director Yaremkevich confirmed this is not true and the Town of Elk Point has just taken over ownership of the building and are looking for a couple more tenants to fill the building.

It was moved by Director Kobes to accept as information only.

Carried

11:57am – Director Fenerty left the meeting.

6.2 Access

It was moved by Director Miller to approve the access requests as per our standard agreement.

Carried

6.3 Heinsburg – Provincial Historic Site

ED presented information from the County of St. Paul indicating the Heinsburg CN station and water tower are located on N.E. Muni-Corr Ltd. property and the station is also partially on a county road allowance. It was discovered that not only were the buildings designated as historical sites but it also includes 5.89 hectares of land, which is recorded incorrectly with the Province. Up till now, the Heinsburg Community Club has been paying the property insurance at replacement cost. The Club does not want the burden of paying the annual cost, so the County looked at coverage options. Their recommendation is to stop paying the policy as is and have a meeting with all parties (Heinsburg Community Club, County of St. Paul, Riverland Recreational Trail Society and N.E. Muni-Corr Ltd.) to establish ownership, roles and correct the historical designation records with the province.

It was moved by Director Miller to support the recommendation by the County of St. Paul for the Heinsburg Community Club to cancel the property insurance coverage.

Carried

6.6 Closed Session: Bellis Property

It was moved by Director Werstiuk to moved into a closed session at 12:08 with alternates, staff and RRTS representative in attendance.

Carried

It was moved by Director Lefebvre to move out of closed session at 12:22pm.

Carried

It was moved by Director Werstiuk to have the ED proceed with action items discussed in the closed session.

Carried

7. Controllers Report

ED reported the March bank statement still has not arrived. The accounts payable and receivable were presented.

It was moved by Director Kobes to approve the Controllers Report as presented.

Carried

8. Next Meeting

The next scheduled Board meeting is on Monday, May 8, 2023 at 10:00am in person and on ZOOM.

10. ADJOURNMENT

The Chair adjourned this meeting at 12:26pm.



Dwayne Yaremkevich, President



Marianne Janke, Executive Director



STEP

St. Paul / Elk Point
Economic Development Alliance

STEP MEETING MINUTES

Monday, June 12, 2023, via Zoom @ 8:00am

In attendance: Darrell Younghans, County of St. Paul; Dave Amyotte, Summer Village of Horseshoe Bay; Nathan Taylor, Town of St. Paul; Tim Smereka, Town of Elk Point; Linda Sallstrom, STEP EDO; Jacob Battenfelder, County Intern & Tourism Coordinator; Bob Bezpalko, AB Hub (advisory); Yvonne Weinmeier, St. Paul & District Chamber of Commerce (advisory)

Absent: Terri Hampson, Elk Point Chamber of Commerce (advisory)

1. Call to Order at 8:05am
2. Agenda - Motion to accept Agenda by Nathan. Carried.
3. Previous Minutes – Tim motioned approval the May 2, 2023 STEP Committee minutes. Carried.
4. Old Business
 - a) Community Videos – The Community Videos have been uploaded to the municipalities You Tube pages and linked to the STEP website. At the previous meeting, Bob requested the opportunity to do a voice over of the Elk Point video which was shared with the Committee. Tim moved to replace the existing video with the new voice over. Carried.
 - b) RRS Designation
 - i. Update
 - i. Employer Intake – intake has been steadily increasing with many employers reaching out for approval, as well as requests for Letters of Endorsement. Letter of Endorsement for STEP 001-04/23 Food Counter Attendant was not provided to the worker as they failed to continue communications with the employer and did not accept employment.
 - ii. Portage College has provided a draft Letter of Agreement to work with STEP in hiring a Community Liaison to act as a first point of contact for community support services. Linda has reviewed the Agreement and is working with the Town and County to enter into the Agreement.
 - iii. A meeting with the Village App to develop the toolkit has been set.
 - ii. Applications – the following applications were reviewed and approved:
 - i. Employer Approvals – listed as files
 1. STEP **003-00/23** - moved by Nathan to approve Employer Application contingent on the business providing proof of a Town of St. Paul business licence. Carried.
 2. STEP **005-00/23** – moved by Tim to approve Employer application. Carried.
 - a. STEP **005-01/23** Full Time Shift Supervisor/Food Service – request for Letter of Endorsement moved by Tim to provide. Carried.

3. STEP **006**-00/23 – moved by Dave to table the Employer application. Carried.
4. STEP **007**-00/23 – moved by Tim to approve Employer Application. Carried.
 - a. STEP 007-**01**/23 Food Service Supervisor – request for Letter of Endorsement moved by Nathan to provide. Carried.
 - b. STEP 002-**02**/23 Prep Supervisor/Cook – request for Letter of Endorsement moved by Nathan to provide. Carried.
5. STEP **008**-00/23 – moved by Dave to approve Employer Application. Carried.
6. STEP **009**-00/23 – moved by Nathan to approve Employer Application. Carried.
7. STEP **010**-00/23 – moved by Tim to approve Employer Application. Carried.
8. STEP **011**-00/23 – moved by Nathan to approve Employer Application. Carried.
9. STEP **012**-00/23 – moved by Tim to approve Employer Application. Carried.
 - a. STEP 012-**01**/23 Food Counter Attendant– request for Letter of Endorsement moved by Nathan to provide. Carried.
 - b. STEP 012-**02**/23 Food Counter Supervisor– request for Letter of Endorsement moved by Nathan to provide. Carried.

5. New Business

a) Film Project

- a. Incentive amendments – the Film Incentive was amended to include:
 - i. Prior to the disbursement of the final funding all invoices owed in the STEP Region must have confirmation of payment.
 - ii. STEP reserves the right to redirect funding intended for the production company to satisfy any unpaid invoices from the production company in the STEP Region.

Moved by Nathan to accept the amendments.

- b. Film Profile – OMR has provided a first draft of the Film Profile for marketing. Changes have been requested. This work includes putting the Film Project onto the website.
- c. 2023 Incentive – a request to table the 2023 Incentive was tabled pending a return call inquiring about the incentive. Moved by Dave. Carried.

b) Transit Solution Fund

- a. RFD – An RFD has been added to the municipalities Council meeting agendas to approve STEP to work with Azimi Consulting towards an application to the Transit Solution Fund when it opens in fall 2023.
- b. Fees – Azimi Consulting will charge hourly at a rate of \$175/hr + GST, for 16 hours max, for a fee of \$2800+ GST budget. Tim moved that the fee for Azimi Consulting be paid from the STEP budget. Carried.

c) Ag Food Cluster – for information

- a. NEAB region – Local Food Initiative challenges discussed with stakeholders. Current activity include an examination of the Northeast Alberta Food Marketers Association and its sustainability and Travel Lakeland DMO Ag, Food and Tourism Strategy.
 - b. STEP region – there is an opportunity to work more closely with our producers around a local food model. This will be explored further under Ag initiatives.
- d) Photo Bank Project – A request to create a photo bank of economic development images was moved by Nathan to be tabled. Future discussions must include sustainability of the project.
- e) Internal Alignment of Ec Dev Process/Referrals – Discussion on creating internal processes with each municipality to create continuity and consistency in making referrals to the EDO. Tabled by Tim. Carried.
- 6. Conferences
 - a) Agri-Food Innovation Expo – June 7 & 8 Red Deer, AB (\$525) – rescheduled to October 2024
 - b) Lac La Biche SiteLink Forum – May 31-June 2, 2023 – attended/information on site readiness
 - c) Ag Food Tourism Cluster Development Training Workshop – June 7, 2023. Open Farm Days was the focus of this workshop. Culinary Tourism will return to the area, as it has been identified as a ag food cluster, to host major events in 2024.
 - d) Power Up North – October 3-5, 2023 @ Casino Dene, MD BV
- 7. EDO Report – Moved by Dave for information. Carried
- 8. Roundtable
- 9. Next Meeting – July 4, 2023 @ 8:30am viz Zoom
- 10. Adjourned at 9:38am

STEP Economic Development Alliance EDO Report

May 2 - June 11, 2023

Agriculture	Ag Foods/Hemp/Seed Clean Assn	<ul style="list-style-type: none"> Attend Ag Food Cluster Development workshop with Meet with stakeholders on Local Food Initiative, NAFMA, CFF, DMO and other programs. Prepare proposal for Rural Opportunity Fund relating to Stranded Assets/Greenhouse feasibility. Review application/feedback. Register for Ag Food Expo/Cancelled Connect with food/protein industry to discuss local food, protein and processing.
Portage College	Food Processing/Other Opportunities	<ul style="list-style-type: none"> Connect with Associate Dean for Economic Development Request from Portage College relating to SuperHost program
RTIC (tourism)	Destination Development/Tourism Entrepreneurs	<ul style="list-style-type: none"> Master Trail Plan – review project scope, draft Contract with DMO, preparation for RFP process. ACP: Opp Identification and Destination Development. Receive and review interim strategic report; plan and invite stakeholders to engagement session in June. RTIC meeting – creating clear pathway and roles between Travel AB, Travel Lakeland DMO and RTIC Review RTIC structure NRED Grant – meet with Mannawanis, CDEA and DMO towards Arts and Culture Strategy; meet with X-Country Ski Club regarding MOU with County and Winter Activity Strategy. Support tourism businesses to develop.
Film	Film Ready Community Project	<ul style="list-style-type: none"> Incentive Policy amendment Policy and Incentives details with OMR to develop Film Profile Follow up with outstanding accounts/Flying Up Moon Receive inquiry on Film initiative in STEP region
Broadband	Broadband Analysis	<ul style="list-style-type: none"> No current activity
Windsor Salt	Plant Closure	<ul style="list-style-type: none"> Continued liaison with Windsor reps through decommissioning and reclamation, and investor support from municipality.
Airports	Elk Point Airport	<ul style="list-style-type: none"> HM Aero/ASP meeting update/schedule Public Open House Nav system approval June 2023/tree removal Attend Fly In Breakfast event
	St. Paul Airport	<ul style="list-style-type: none"> No current activity
Energy/Climate Action	Energy Projects	<ul style="list-style-type: none"> Meet with Quest to discuss Net Zero Program
Waste	Waste Analysis/Management	<ul style="list-style-type: none"> No current activity
Technology	Building a tech ecosystem	<ul style="list-style-type: none"> Meet with AltaML regarding Airport AI project/parked
	Drone Technology	<ul style="list-style-type: none"> No current activity
Investor Readiness	Site Selection Info	<ul style="list-style-type: none"> EP video voice over done Attend Site Link Forum in Lac La Biche

Stakeholder/Municipality Relations	Elk Point	<ul style="list-style-type: none"> • Liaise with CAO/meet with businesses and stakeholders in Elk Point • Provide RRS/STEP update at Council • Attend Council meeting to provide STEP update/closed session
	County of St. Paul	<ul style="list-style-type: none"> • Liaise with CAO and County Departments • Attend managers' and staff meeting. View virtual Council meetings. Provide input and report as required. • Present at Joint Council Meeting
	Town of St. Paul	<ul style="list-style-type: none"> • Liaise with CAO and Town Departments • Attend managers' meeting. Virtual Council meetings. • Work with Planning and Development to support business
	EP EDC/EP Chamber	<ul style="list-style-type: none"> • Attend monthly EDC/Chamber meeting. • Follow up meeting with CAO regarding Bylaw
	St. Paul Chamber of Commerce	<ul style="list-style-type: none"> • Liaise with ED on work and projects • Attend BSN • Attend Chamber Golf Tournament
	AB Hub	<ul style="list-style-type: none"> • Attend AB Hub meeting/AB Hub EDO Regional Meeting • Request resources/share resources • Request support on regional projects
Workforce Development	Workforce Attraction and Retention/LMP Project	<ul style="list-style-type: none"> • Skills Gap Analysis script completed to include Employer Toolkit feedback. • OMR to execute script with local employers.
	Immigration/Rural Renewal	<ul style="list-style-type: none"> • RRS Program applications, calls, emails, support and guidance. • Confirmation from Portage College and draft Agreement received. • Village App meeting scheduled. • Confirmed with TSP CAO to draft change of scope for ACP grant • Meet with consultants regarding Rural Transit Funding and draft presentation for Joint Council Meeting
Other	Ian Hill	<ul style="list-style-type: none"> • Attend "Bump In" event
	Health	<ul style="list-style-type: none"> • AHS Medical Building in EP meeting with AHS. Follow up with TEP CAO. No further support required.
	Miscellaneous	<ul style="list-style-type: none"> • Follow up meeting with consultants on Shared Svcs Study • Connect businesses with resources available for retention expansion/tourism/other funding etc. • Regional Recreation draft report review and meeting with CAOs • Attend IASP North County and TSP Open House

From: Lynn Smid <lsmid@town.stpaul.ab.ca>

Sent: Wednesday, June 21, 2023 9:03:52 AM

To: Glen Ockerman <gockerman@county.stpaul.ab.ca>; Dale Hedrick <dhedrick@county.stpaul.ab.ca>

Cc: Sheila Kitz <skitz@county.stpaul.ab.ca>; Steven Jeffery <sjeffery@town.stpaul.ab.ca>; Ken Gwozdz <cao@elkpoint.ca>

Subject: Letter to our new MLA

Good Morning,

As part of the FCSSAA advocacy work, I am requesting your approval on the attached letter that is a joint effort with our Lakeland FCSS partners.

If you approve Glen, I will need you to email me a digital copy of your signature. I assume the county office would have that on file.

I would appreciate a quick response because this is a partnership with two other municipalities.

Thanks,
Lynn

Lynn Smid

FCSS Director

Address 5002 51 Ave St Paul T0A 3A0

Phone 780-645-5311

Website stpaulfcss.ca

June 16, 2023

Mr. Scott Cyr,
MLA for Bonnyville-Cold Lake-St. Paul
#2, 4428 50 Avenue
Bonnyville, AB
T9N 2G4

Via Email: Bonnyville.ColdLake.StPaul@assembly.ab.ca

Dear MLA Scott Cyr:

On behalf of Bonnyville and District Family and Community Support Services (FCSS), Cold Lake and District FCSS, and St. Paul Regional FCSS, we thank you for recent attendance at our Northeast Regional Spring Meeting in St. Paul. Please accept our sincere congratulations on your election to the Alberta Legislature. In an effort to build and maintain an open line of communication with you, we are writing to remind you of the value of our respective FCSS programs in your Constituency.

Our organizations are part of the Alberta-wide FCSS program structure. We are an innovative, made-in-Alberta approach to delivering preventive social programs in our communities. We often don't hear about preventing drug and alcohol abuse, preventing crime, or preventing isolation, because when prevention works – and in Alberta it works like nowhere else – thankfully, there isn't much to share.

Did you know, *research has shown that for every \$1 invested in preventive services, \$7 to \$12 dollars in future spending is saved? Long-term spending in justice, health care, and addiction treatment is reduced.*

While we know you are still settling into your role as MLA, we would appreciate an opportunity for a joint meeting with you to discuss the FCSS program and its vital importance to our communities, at your convenience. For your information, we have enclosed our fact sheets regarding the local successes and impacts of our respective FCSS programs.

We look forward to a continued strong relationship with you as we support the social and economic health and wellbeing of the Province and supporting the Alberta Government's vision of making life better for all Albertans.

Sincerely,

Kayla Blanchette,
Bonnyville and District FCSS
Board Chair

Candice Sutterfield
Cold Lake and District FCSS
Board Chair

Glen Ockerman
St. Paul Regional FCSS
Board Chair

Encl: FCSS Fact Sheet

***DRAFT* Heritage River Designation Concept**

Kisiskâciwani-sîpiy Omaka-ty
The North Saskatchewan River (Alberta)

for June 26, 2023



Kisiskâciwani-sîpiy

Omaka-ty

Acknowledgements



**Canadian
Heritage Rivers
System**

**Réseau des
rivières du patrimoine
canadien**

**ᑲᑕᑦᑕᑦ
ᐱᑦᑲᑦᑲᑦᑲᑦᑲᑦᑲᑦ
ᑲᑦᑲᑦ**



Alberta Environment and
Protected Areas



O2

O2 Planning & Design Inc.



expedition
MANAGEMENT CONSULTING

kwj KERR WOOD LEIDAL
consulting engineers

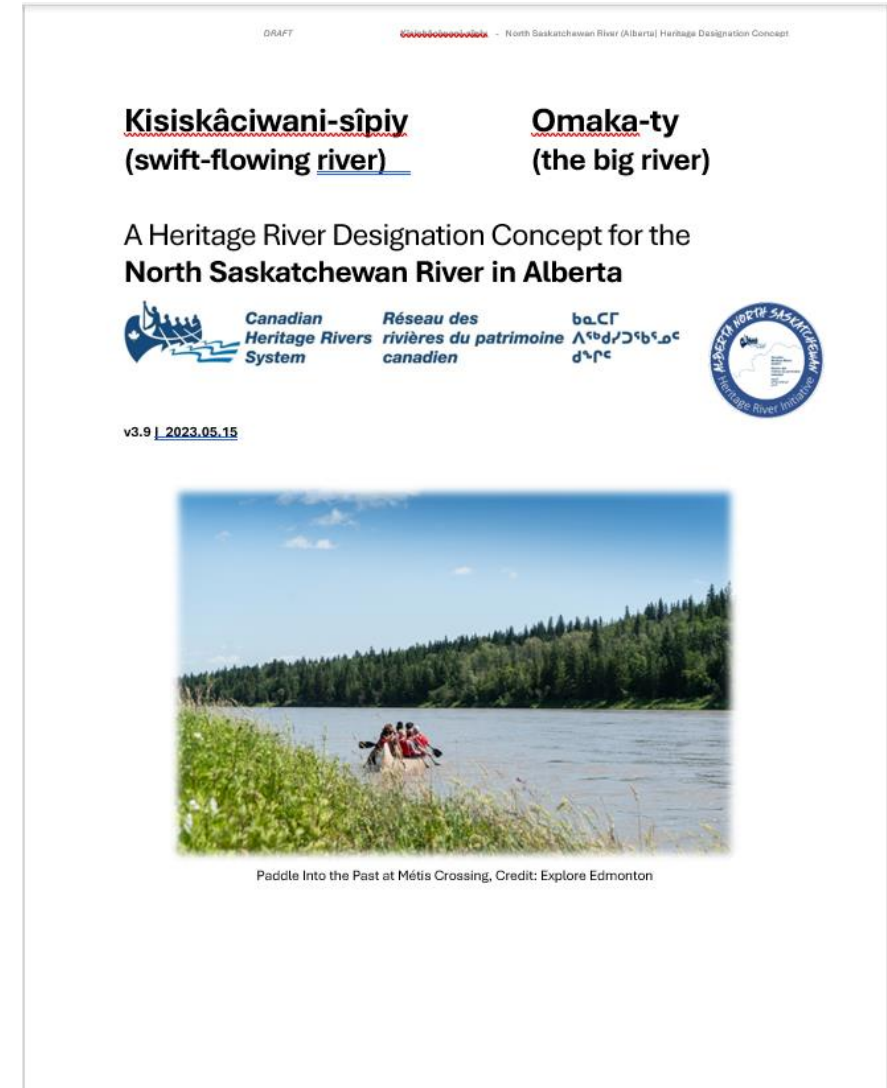
Know History
Historical Services





Presentation Outline

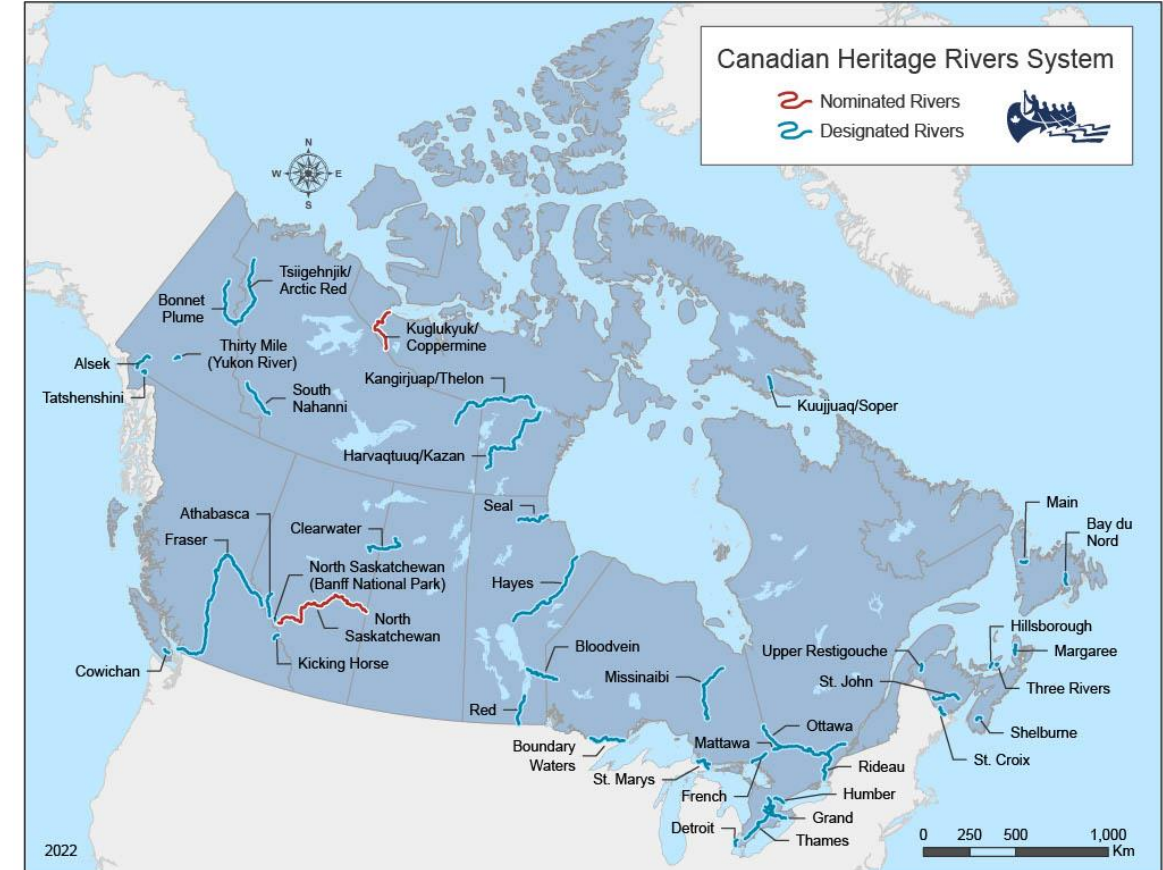
- Project Context & The Canadian Heritage Rivers System
- Engagement Summary
- Key River Heritage Values
- A Heritage Strategy: Vision, Principles, Goals and Actions
- Implementation & Monitoring
- Conclusion & Next Steps





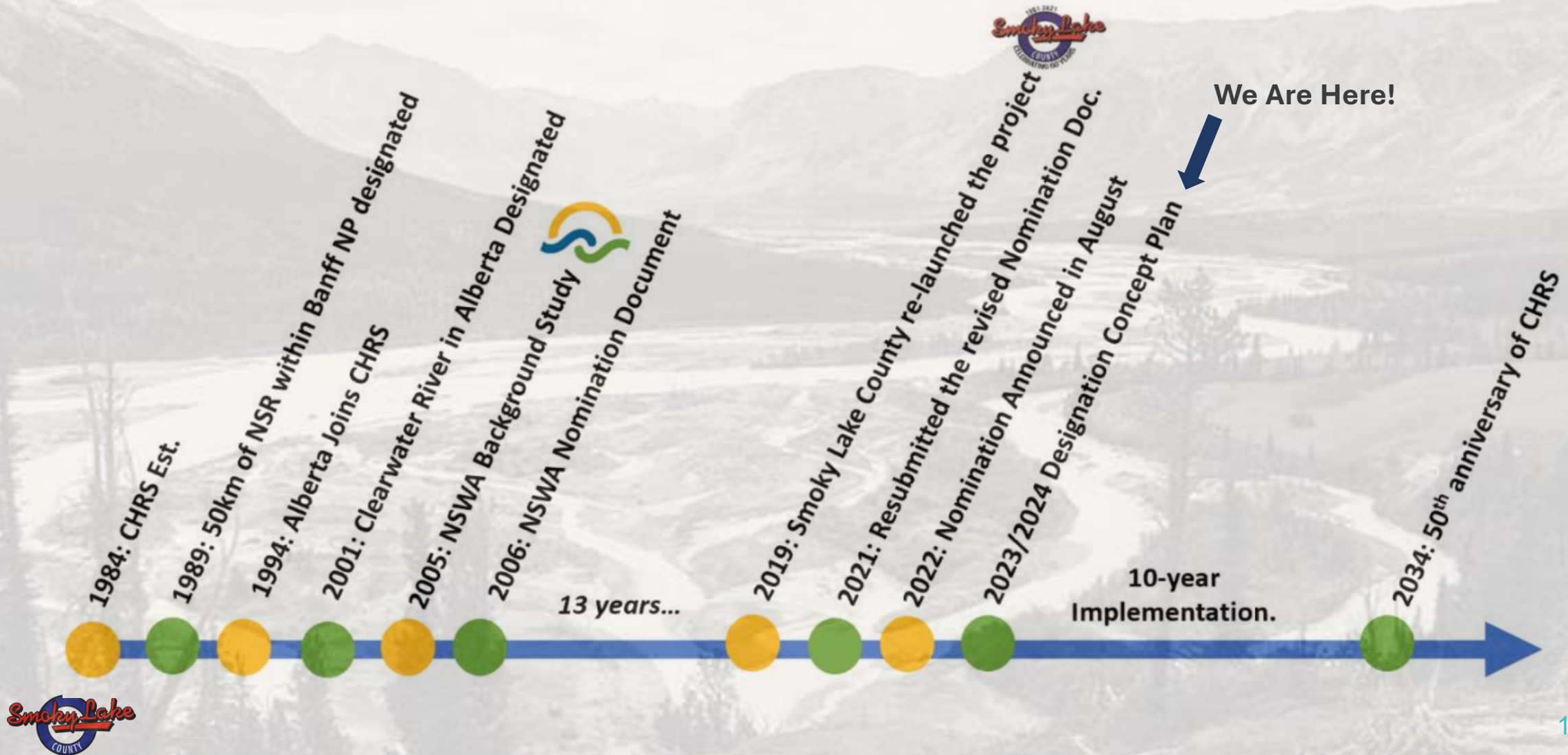
Context & Summary

- 718 km long river
- Banff National Park → Saskatchewan
- Part of Canada's 2nd longest river system (Nelson-Saskatchewan)
- Outstanding heritage values:
 - Indigenous heritage
 - Western heritage
 - Indigenous - European conflict & cooperation
 - Large river in the Boreal Plain & Prairies
 - Proximity to urban populations





A Long Time Coming





Engagements

DISCOVER RIVER STORIES FALL/WINTER 2022	DEVELOP DRAFT PLAN SPRING 2023	CELEBRATE PROGRESS & INSPIRE STEWARDSHIP SUMMER 2023	SUBMISSION TO PROVINCIAL & FEDERAL GOVERNMENTS FOR APPROVAL FALL 2023
---	--	--	---

Indigenous



Visited **15** communities

Engaged **68** participants



Public



Online Survey: **28**



Online Portal & Web Map: **235**



Public Workshops: **14**



Discussion Guide: **3**



Meetings: **6**

Tourism Industry



Online Survey: **22**



Digital Workshop: **9**



Interviews: **11**



Indigenous Heritage

- Creation Stories
- A Trade Route
- Ceremonial Sites
- Women & Water
- Plants & Medicines
- Hunting & Fishing

“The river needs us, and we need the river”

Western Canadian Heritage

- The Fur Trade
- Early Expeditions
- Settlement Patterns
- Steamships
- Industrial Heritage
- Regulations & Agreements

“The Story of this River is the Story of the West”

-James Gordon, ‘Roll on North Saskatchewan’ chorus

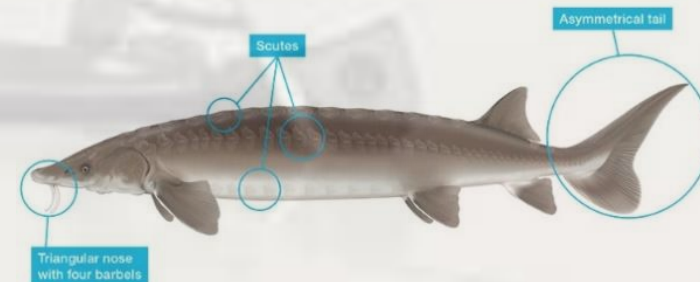


Recreational Heritage

- Boating
- Fishing & Hunting
- Nature Appreciation
- Dark Skies/Northern Lights
- Cultural Tourism
- Events/Celebration

Natural Heritage

- Represents the Boreal Plain & Prairies
- Many unique natural features
- Supports rare & threatened species
- Water quality improving in recent decades
- Core habitat for lake sturgeon





***DRAFT* Heritage Concept Strategic Framework**

VISION

Kisiskâciwani-sîpiy's diverse heritage values are recognized and stewarded, strengthening thriving communities connected by the river's landscapes and history.



PRINCIPLES

- Recognition
- Respect
- Reconciliation
- Integrity
- Sustainability
- Voluntary Participation
- Leadership
- Collaboration & Partnerships



GOALS & ACTIONS

Culture

Recreation/
Tourism

Nature

Water
Quality



***DRAFT* Cultural Heritage Goals & Actions**

GOAL: Recognize and steward the diverse cultural heritage associated with Kisiskâciwani-sîpiy

KEY ACTIONS

Unveil a commemorative historic plaque during a joint public ceremony in Smoky Lake County.

Open [kihcihkaw askî \(Sacred Land\)](#) in Whitemud Park, Edmonton. This site will host spiritual ceremonies, sweat lodges, cultural camps, talking circles, and learning.

Promote, steward, and enhance diverse cultural heritage attractions and interpretive opportunities, linked in a river-wide thematic framework.



***DRAFT* Recreation & Tourism Goals & Actions**

GOAL: Promote kisiskâciwani-sîpiy as a diverse recreational amenity and destination, compatible with the natural and cultural heritage values of the river.

KEY ACTIONS

Establish a River Tourism Development Task Force for kisiskâciwani-sîpiy, focused on the core areas of water-based tourism, outdoor adventure tourism, nature-based tourism, cultural tourism, and Indigenous tourism

Inventory river access points, prioritize key locations, and invest in targeted improvements while ensuring safety

Develop signature/epic multi-day river heritage tours



DRAFT Natural Heritage Goals & Actions

GOAL: Maintain or improve the natural heritage of kisiskâciwani-sîpiy, including its watershed, greenways, flora, and fauna.

KEY ACTIONS
Implement the Integrated Watershed Management Plan (IWMP) and monitor progress over time
Update the State of the Watershed Report for the North Saskatchewan River Basin (Alberta)
Complete the update of lake sturgeon population status throughout the river (GoA, 2023)



DRAFT Water Quality Goals & Actions

GOAL: Maintain or improve water quality

KEY ACTIONS
WaterSHED water quality monitoring program implementation and communications
Implement the Surface Water Quality Framework for the North Saskatchewan basin
Integrate water quality outcomes in the Designated Industrial Zone (DIZ) pilot, Industrial Heartland
Implement the Source Water Protection Plan for Edmonton (EPCOR, 2020)
Implement the Stormwater Integrated Resource Plan (SIRP), including \$1.6 billion of investment
Upgrade wastewater treatment systems at Goldbar to include advanced membrane technologies



Kisiskâciwani-sîpiy

Omaka-ty

The North Saskatchewan River (Alberta)



CO-CREATED OUTCOMES

Implementation & Reporting

INDIGENOUS INVOLVEMENT



Watershed initiatives
Community initiatives
Relationship building
Co-creation
Internal Learning

FOUNDATIONAL WORK



Implementation: We Are All Stewards

- All Albertans have a role in river stewardship
- Heritage river designation is commemorative & symbolic *not* prescriptive
- There will be **no** changes to legislation or policies if designation is approved
- The NSWA and provincial and federal governments will **promise / guarantee** designation **will not** and **cannot** create additional red tape or bureaucracy
- **Designation complements stewardship** at all other levels:
individual, grassroots, industry, municipal, provincial, Indigenous

What actions will YOU or your organization take, to experience, conserve, or restore the heritage of Kisiskâciwani-sîpiy?



Conclusions & Next Steps

- The heritage significance of this river is important & growing
- Designation will support place-based heritage stewardship
- The River connects us to our past & enriches the present
- **It is time for designation as a national Heritage River**
- Plan to proceed with submission to Provincial & Federal governments for approval in **Fall 2023**



Questions?