



May 31, 2023

**Ministerial Order #059/22**

**AR109052 | AR109745**

Her Worship Rebecca Schulz Minister

**Alberta Municipal Affairs**

320 Legislature Building

10800 – 97 Avenue

Edmonton, Alberta T5K 2B6

RE: 2023 Annual submission of progress report on the action plan and 10-year capital plan

Dear Minister Schulz:

Thank you for your letter of September 30, 2022 approving the village council's action plan and 10-year capital plan.

As part of the progress report for 2023, Council for the village, updated and approved the capital plans and reprioritized the projects, postponed some and or changed service levels to manage all the capital costs and proposed additions for the projects. Council also considered how to factor in own-source revenues, such as borrowing, property taxes and utility charges. Village council reviewed bylaws for the village as well as started reviewed and updated few lease agreements.

Some of the bylaws that are currently in progress are the "Land Use Bylaw" and the Cemetery bylaw.

Through the process of reviewing the service levels, the bylaws and lease agreements, council reviewed and updated the capital plan for 10 years, as requested by the MO #059/22, AR109745, and approved the new capital plan to balance the budget at the Special Council meeting, May 23, 2023 and May 31, 2023.

The approved capital plan undertaken in the next 10 years is estimated at \$4.671 million and the funding for the undertaken projects is estimated at \$4.671 million therefore balancing the budget.

The summary for the funding resources are as follows:

FUNDING SOURCES	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033+
Beginning Reserve Balance	\$ 492,249	\$ 851,356	\$ 947,521	\$ 934,567	\$ 847,152	\$ 752,070	\$ 605,857	\$ 465,770	\$ 334,546	\$ 205,504	\$ 91,681
ADD: MSI Capital Grant	\$ 54,888	\$ 54,888	\$ 54,888	\$ 54,888	\$ 54,888	\$ 54,888	\$ 54,888	\$ 54,888	\$ 54,888	\$ 54,888	\$ 54,888
ADD: FGTF Grant	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
ADD: Deferred Revenue	\$ 796,320	\$ 716,688	\$ 645,019	\$ 580,517	\$ 522,466	\$ 470,219	\$ 423,197	\$ 380,877	\$ 342,790	\$ 308,511	\$ 277,660
	<b>\$1,393,457</b>	<b>\$ 1,672,932</b>	<b>\$ 1,697,428</b>	<b>\$ 1,619,972</b>	<b>\$ 1,474,506</b>	<b>\$ 1,327,177</b>	<b>\$ 1,133,942</b>	<b>\$ 951,535</b>	<b>\$ 782,223</b>	<b>\$ 618,903</b>	<b>\$ 474,229</b>
ADD: Annual Tax Levy	\$ 10,000	\$ 12,500	\$ 15,625	\$ 19,531	\$ 24,414	\$ 30,518	\$ 38,147	\$ 47,684	\$ 59,605	\$ 74,506	\$ 81,956
ADD: County Transfers - for Firehall Department	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
ADD: Donated and Contributing Funding	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
ADD: Selling Land (Affordable Housing)	\$ 55,000	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ADD: Auctioning MiniArena - COMPLETE - Received \$15,220	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ADD: MSI Capital Deferred Balance	\$ 190,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 115,500	\$ 127,050	\$ 139,755	\$ 143,731	\$ 158,104	\$ 173,915
ADD: Borrowing	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 155,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
ADD: AB Municipal Water / Wastewater Partnership	\$ 66,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ADD: Coal Funding Grant (Church Building)	\$ 118,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Total Planned Capital Additions	<b>-\$ 210,531</b>	<b>-\$ 261,223</b>	<b>-\$ 313,467</b>	<b>-\$ 391,834</b>	<b>-\$ 509,384</b>	<b>-\$ 522,119</b>	<b>-\$ 535,172</b>	<b>-\$ 548,551</b>	<b>-\$ 562,265</b>	<b>-\$ 576,321</b>	<b>-\$ 287,847</b>
<b>Ending Reserve Balance</b>	<b>\$ 851,356</b>	<b>\$ 947,521</b>	<b>\$ 934,567</b>	<b>\$ 847,152</b>	<b>\$ 752,070</b>	<b>\$ 605,857</b>	<b>\$ 465,770</b>	<b>\$ 334,546</b>	<b>\$ 205,504</b>	<b>\$ 91,681</b>	<b>\$ 289,593</b>

Identified Projects	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033+	Total Capital Budget
Water Distribution System upgrades (Lagoon)	\$ 89,000	\$341,250	\$ 517,775	\$ 326,103	\$ 423,263	\$516,289	\$ 467,718	\$496,590	\$ 493,949	\$ 252,551	\$ 214,668	\$4,139,156
Building Capital Additions	\$ 25,000	\$ -	\$ -	\$ 48,000	\$ 19,000	\$ -	\$ 51,500	\$ 22,500	\$ 51,000	\$ -	\$ 63,750	\$ 280,750
Equipment for Firehall	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,000
Tax Recovery Property - Clean up	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000
Roads Repairs and Maintenance (Barrie Street)	\$ 155,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 155,000
Website - replace	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,000
	<b>\$ 366,000</b>	<b>\$341,250</b>	<b>\$ 517,775</b>	<b>\$ 374,103</b>	<b>\$ 442,263</b>	<b>\$516,289</b>	<b>\$ 519,218</b>	<b>\$519,090</b>	<b>\$ 544,949</b>	<b>\$ 252,551</b>	<b>\$ 278,418</b>	<b>\$4,671,906</b>

The detailed projects for the water distribution upgrades is maintaining the initial planning for the water and the sanitary upgrades. During April 2023 the Village of Halkirk signed a new partnership agreement with Alberta Transportation and Economic Corridors for \$89,000, project "Lagoon Inlet".

At the end of December 31, 2022, as per the Audited Financial Statements, the Village has a total balance of \$796,320 available funding under the Deferred Revenue. Therefore, during 2023, Council reconsidered the roads upgrades and approved a minimum \$155,000 to repair the roads on Berry Street and or other location around the village.

As part of the commitment, we are pleased to confirm that council approved the redesign and replacement of the website in order to improve communications for the residents as well as planning to attract new residents and or tourism to our area.

Council will continue to review lease agreements, level of service and user fees to identify new sources of funding.

The following building capital additions are still to continue, as planned:

Water Distribution System Upgrades	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033+	Total Capital Budget
<b>ROAD WORKS:</b>												
- Spot Repairs	\$ 27,500	\$ 30,250	\$ 33,275	\$ 36,603	\$ 40,263	\$ 44,289	\$ 48,718	\$ 53,590	\$ 58,949	\$ 64,844	\$ 58,360	\$ 496,641
- Replacement	\$ 155,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>WATER SYSTEM UPGRADES:</b>	\$ 89,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 89,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>SANITARY SYSTEM UPGRADES:</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
- Building Additions	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>\$ 281,500</b>	<b>\$ 30,250</b>	<b>\$ 33,275</b>	<b>\$ 36,603</b>	<b>\$ 40,263</b>	<b>\$ 44,289</b>	<b>\$ 48,718</b>	<b>\$ 53,590</b>	<b>\$ 58,949</b>	<b>\$ 64,844</b>	<b>\$ 58,360</b>	<b>\$ 595,641</b>

Building Capital Additions	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033+	Total Capital Budget
<b>BERRY ST. CAMPGROUND</b>												
	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ 9,000	\$ -	\$ -	\$ -	\$ -	\$ 9,500
<b>CHURCH</b>												
	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140,000
<b>COMMUNITY HALL</b>												
	\$ 219,000	\$ -	\$ -	\$ 10,000	\$ 15,500	\$ -	\$ 1,000	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ 255,500
<b>FIREHALL</b>												
	\$ 11,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ 8,000	\$ -	\$ -	\$ -	\$ 23,500
<b>MINI ARENA</b>												
	\$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ 7,000
<b>POSTAL OFFICE</b>												
	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ -	\$ 5,000	\$ 4,000	\$ -	\$ -	\$ -	\$ 11,500
<b>WATER TOWER</b>												
	\$ -	\$ -	\$ -	\$ 38,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38,000
	<b>\$ 271,500</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>\$ 83,000</b>	<b>\$ 18,500</b>	<b>\$ -</b>	<b>\$ 19,500</b>	<b>\$ 17,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 485,000</b>

The recommendations for viability are incorporated in the capital plans and Council is committed to address all operational and capital requirements and to ensure that the plans reflect local priorities while aligning with provincial objectives and respecting our taxpayers.

Sincerely,

*Tamara Sloboda CPA, CGA*

Tamara Sloboda, Chief Administrative Officer, Village of Halkirk

cc: Sherry Jamieson (Mayor) | Dale Kent (Deputy Mayor) | Yvette Allen