

AGENDA
SUMMER VILLAGE OF GHOST LAKE
MEETING OF COUNCIL

January 20th, 2024 | 10 a.m.
Ghost Lake Community Hall

ITEM	DESCRIPTION
------	-------------

1.0	CALL TO ORDER
------------	----------------------

1.1	Land Acknowledgement
------------	----------------------

"We are very grateful to be located within the Treaty 7 territory, traditional lands and home of the Bearspaw, Chiniki and Good Stoney Nation, the Kainai, Piikani, Siksika Nations, the Tsuut'ina Nation, and Region 3 Métis People. We are honoured to live, work and play in their territory and commit to the work of reconciliation. "

2.0	APPROVAL OF AGENDA
------------	---------------------------

2.1	Approval of Agenda for the January 20 th , 2024 Regular Meeting
------------	--

3.0	APPROVAL OF MINUTES
------------	----------------------------

3.1	Approval of Minutes for the November 25 th , 2023 Regular Meeting
------------	--

4.0	OLD BUSINESS
------------	---------------------

4.1	Community Playground update
------------	-----------------------------

4.1.1	Calgary Flames Foundation Grant
--------------	---------------------------------

4.2	Community Hall
------------	----------------

4.2.1	Construction
--------------	--------------

4.2.2	Grand opening
--------------	---------------

4.2.3	Deficiencies
--------------	--------------

4.2.4	Rental Agreement
--------------	------------------

4.3 Carraig Ridge update

4.4 Water tank

4.5 Village Signage

4.6 Website Upgrade 2024

4.7 Land Use Bylaw Review Committee Update

5.0 FINANCIAL

5.1 Cheque Register (Nov 1 – Dec 31 2023)

5.2 December 2023 Financial Update

5.3 Local Government Fiscal Framework Funding

5.4 2024 Assessment Report

6.0 NEW BUSINESS

6.1 2024 Canada Summer Student Program

7.0 CORRESPONDENCE

8.0 COMMITTEES

8.1 Emergency Services Community

8.2 FireSmart Program

8.3 Public Works

8.3.1 Spring Controlled Burn

8.4 Dock Committee

8.5 Community Association

8.6 Natural Environment and Lake Stewardship

9.0 ADJOURNMENT



Report Date: Jan 16th, 2024
Contact: admin@ghostlake.ca
Agenda Item Number: 4.1
Meeting Date: Jan 20th, 2024

TO: Council

FROM: Administration

Subject: Community Playground Update

RECOMMENDATION: THAT Council accept this report as information regarding Administration's progress in acquiring grants for the community playground.

REPORT SUMMARY

Administration is working with KJ Street Consulting to pursue grants applicable for the village's playground redevelopment project. Some of the grants that administration has previously applied to include the Government of Alberta Community Facility Enhancement Program (CFEP), Alberta Blue Cross Built Together, and the New Horizons for Seniors Program.

Recently, Administration was successful in securing \$25,000 in funding from the Calgary Flames Foundation for the playground project.

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS

The Chief Administrative Officer has reviewed and approved this report



Report Date: Jan 15th 2024
Contact: admin@ghostlake.ca
Agenda Item Number: 4.2
Meeting Date: Jan 20th 2024

TO: Council

FROM: Administration

Subject: Community Hall

<p>RECOMMENDATION: THAT Council accept this report as information regarding the status of the Community Hall Renovation project</p>
--

COMMUNITY HALL

CONSTRUCTION

The Community Hall Renovation commenced in mid August 2023. The project has now been completed.

GRAND OPENING

The Community Hall Grand Opening is scheduled for January 27th and will consist of a ribbon cutting ceremony and a chance for village residents to gain an overview of the changes that have been made.

RENTAL AGREEMENT

The Community Hall rental agreement document has been created and will allow residents to rent the hall for private events. *The form has been attached below.*

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS

The Chief Administrative Officer has reviewed and approved this report.

Summer Village of Ghost Lake Community Hall Rental – Conditions of Use

The Community Hall amenities are available for utilization by all Summer Village of Ghost Lake Residents

- 1) Year-round EXCEPT on days where the Community Hall is rented by an SVGL property owner/resident “User” for a private event, or booked for Council meetings and committee meetings (scheduled the 2nd Saturday of every month) An up-to-date Community Hall availability calendar is available on the SVGL Website.

2) Community Hall Rentals

- a. The Community Hall rental fees is as follows:
 - **\$50** to rent the Community Hall for one day between 8 a.m. and 11 p.m., with a capacity of up to 60 people.
- b. The Community Hall rental will occur on a first-come, first-served basis for each User’s first two bookings. After the third booking, User’s who are renting the Community Hall for the first or second time will be given priority to ensure fair use for everyone.
- c. User’s third booking may be cancelled up to 2 weeks prior if another User is booking for a first or second time.
- d. An Electronic Transfer must be made to finance@ghostlake.ca to pay for the Community Hall rental

3) Damage

In case of damage to any of the Community Hall amenities, the User will be unable to book the Community Hall for a private event until the damage recovery fees have been paid for.

The damage recovery fees will be determined based on the extent of damage caused by the User.

4) Hours of operation:

The Community Hall can be rented between the hours of 8:00 a.m. and 11:00 p.m. **The end time for all Community Hall use and events is 11:00 p.m.**

5) Cleaning:

The Ghost Lake Community Hall does not have a cleaning service. Users are expected to clean up after themselves.

a) Main Hall

- The Pool Table should not be moved
- Chairs and tables must be put away
- Additional tables and chairs are available for use, but should be cleaned and returned to where they are stored

- Floors will be swept and mopped by the User
- Ensure all lights are turned off inside and outside the Community Hall
- b) Kitchen – All countertops and tables will be wiped down by the User
- c) All garbage and recycling will be bagged, removed, and disposed of by the User
- d) Bathroom counters and toilet will be wiped down and the toilet will be flushed by the User
- e) Community Hall will be locked and left secured by the User
- d) Exterior tables and chairs must be returned to their original location and cleaned by the User

All other cleaning as required to keep the area clean

THE USER IS RESPONSIBLE TO CLEAN THE COMMUNITY HALL. PRIOR TO DEPARTURE, PLEASE REFER TO CLEAN UP CHECK LIST (AT THE END OF THIS DOCUMENT). PLEASE NOTE THAT A \$50.00/PER HOUR CLEANING FEE WILL APPLY, WITH A 3 HOUR MINIMUM CHARGE, IF THE COMMUNITY HALL IS NOT LEFT IN THE CONDITION IT WAS FOUND.

6) Quiet Times:

All outdoor activity must be quieted down no later than 10:00 PM. **The end time for all hall events is 11:00 pm.** Please abide by the guidelines as set forth in SVGL Noise Bylaw, Bylaw #186.

7) Occupancy:

Maximum capacity in the hall due to fire regulations is 60.

8) Alcohol:

Liquor Consumption Policy: If **liquor** is to be consumed on the Facility, it is the responsibility of the User, at its sole cost and expense, to arrange for and ensure that a **Party Alcohol Liability Certificate of Insurance ("Liquor Policy")** and a **Liquor License** has been arranged for and presented to the Booking Agent. Summer Village of Ghost Lake (must be named as an additional **insured** on the **Liquor Policy as well as on the liquor permit ("Liquor Permit")**).

9) Decorating:

Do not remove memorabilia of the Village from walls when decorating. Use only removable tape for decorating. Use of nails, tacks, etc. is prohibited.

10) No Smoking:

Smoking and vaping is **ONLY** permitted outdoors. If there are smokers/vapers in your group, please ensure there is a fireproof receptacle outdoors for disposing of the cigarette butts. No smoking of tobacco or vaping or cannabis products is permitted inside the Community Hall. Smoking is only permitted, at least 5 meters from any doorway, window or air intake. It is the responsibility of the User to ensure compliance with all laws regarding tobacco, vaping or cannabis use, and all restrictions on smoking in this agreement.

11) Candles:

No open flames are permitted. Battery operated candles only.

12) Safety:

Note location of fire extinguishers and first-aid kit. AED is located next door in the library

13) Parking:

Any vehicles attending at the Community Hall building must not block the roadway, or neighbouring properties.

14) BBQ Use:

If used the barbecue must be cleaned after use. The User will be responsible if any damage is incurred.

15) Supplies:

Users must bring their own paper/disposable products. **i.e.** garbage bags, paper towels, dishes, glasses, cutlery, and cleaning supplies.

16) Drinking Water:

Water from taps is potable, but you may want to bring your own drinking water.

17) Key Pad Entry:

User is responsible for the security of the Facility and should not share the key pad entry number with anyone.

Payment: E-transfer finance@ghostlake.ca

User shall leave the Community Hall and grounds clean, tidy, and ready for next Users, including washrooms, kitchen, and main hall, and all floor surfaces. Also ensure outside grounds have no garbage or cigarette debris.

****The Marigold Library is separate from the Community Hall, and is not included in the rental. Any damages or mess in the library may result in additional cleaning charges****

PLEASE BE RESPECTFUL - THANK YOU - ENJOY!

I have read, understand and agree to the above responsibilities as User of the Facility

User:

_____	_____	_____	_____
Print Name	Lot #	Phone Number	Signature

In Case of Emergency – Call 911

GHOST LAKE VILLAGE COMMUNITY HALL

CLEAN UP CHECK LIST

1. The tables and chairs should be returned to their regular position. This means the grouping of two tables and four chairs put back in the space on the south side of Community Hall, and the remaining tables and chairs stacked and stored in the same position they were found.
2. The ping pong table, if moved, should be returned to original position after clean up.
3. Clean bathroom, kitchen and hall, including floors after use.
4. All garbage should be removed from the hall.
5. Ensure all doors are locked when leaving the Community Hall, including the rear door which may have been opened for some reason.
6. Ensure all lights are turned off inside and outside the Community Hall.
7. Please leave the Community Hall in the same condition as originally found.



Report Date: Jan 16th, 2024
Contact: admin@ghostlake.ca
Agenda Item Number: 4.4
Meeting Date: Jan 20th, 2024

TO: Council
FROM: Administration
Subject: Water Tank

RECOMMENDATION: THAT Council accept this report as information regarding the status of acquiring a firewater tank for the village

REPORT SUMMARY

Administration is working to finalize the purchase order of a water tank from Xerxes and acquire pricing for installation and transport from various companies. This project is expected to be completed by Spring 2024.

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS

The Chief Administrative Officer has reviewed and approved this report.

REPORT

BACKGROUND/CONTEXT

Administration has been working to acquire a water tank designated for firefighter purposes, which would be used by Jamieson Road Fire Dept if needed.

DISCUSSION

The village worked with the Jamieson Road Fire Dept and engineering consultants Project Worx to determine the required specifications of the water tank, and is working to finalize the purchase of a 10,000 gallon tank from Xerxes. The estimated cost of the tank (no transport/installation fees included) is around \$27,000.

The final tank drawings have been reviewed by the engineer and forwarded to the potential installers including J.T Setters and AM Mackenzie Diversified Ltd. Administration will work to obtain quotes for installation and transport by mid-February.



Report Date: Jan 16th, 2024
Contact: admin@ghostlake.ca
Agenda Item Number: 4.5
Meeting Date: Jan 20th, 2024

TO: Council

FROM: Administration

Subject: Village Signage

RECOMMENDATION: THAT Council accept this report as information regarding the status of acquiring signage for the village.

REPORT SUMMARY

In November's Council meeting, administration for directed to purchase the following signage for Ghost Lake:

- 3 "No Lake Access"
- 3 "Privately owned property"
- 2 "Controlled Burn in Progress"
- 2 "Private Event in Progress"

These signs have been ordered and will be picked up by the end of January 2024.

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS

The Chief Administrative Officer has reviewed and approved this report



Report Date: January 15, 2024
Contact: Suzanne Gaida
Agenda Item Number: 5.1
Meeting Date: January 20, 2024

TO: Council

FROM: Suzanne Gaida, Finance Manager

Subject: Cheque Register November 1 – December 31, 2023

RECOMMENDATION: That Council accept the cheque register for November 1 – December 31, 2023 as information.

REPORT SUMMARY

The cheque register, outlining payments of direct withdrawals and cheques 2171 – 2187 for November 1, 2023 thru December 31, 2023 in the amount of \$179,766.21 is attached. This is provided for Council information and Administration can provide specifics on any payments outlined in the attached report for Council.

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS

The Chief Administrative Officer has reviewed and approved this report.

REPORT

BACKGROUND/CONTEXT

This cheque register includes final payments for the Community Hall Upgrades, FRIAA Grant work, Council Honorariums, year end Planning Contract Fees and the final installment of the School Tax Requisitions.

CONCLUSION

That Council accept the cheque register for November 1 – December 31, 2023 as information.

Summer Village of Ghost Lake

Cheque Register

As of 31 December 2023

Num	Name	Memo	Amount
310-120	Bank - TD Canada Trust		
Debit	Cochrane Lake Gas Co-op	October 2023 Gas	-184.28
Debit	Waste Management of Canada Corporat...	November 2023 Service	-1,385.52
Debit	TD Canada Trust	November 6, 2023 Credit Card - CAO	-129.35
Debit	TD Canada Trust	November 6, 2023 Credit Card Bill - Deputy Mayor	-38.31
Debit	Cochrane Lake Gas Co-op	November 2023 Gas	-253.52
Debit	Epcor Energy Sevices	November 2023 Power	-81.48
Debit	Waste Management of Canada Corporat...	December 2023 Service	-1,385.52
Debit	TD Canada Trust	December 5, 2023 Credit Card Bill - Mayor	-10.57
Debit	TD Canada Trust	December 5, 2023 Credit Card - CAO	-285.60
Debit	ASFF - Provincial Tresurer	December 2023 Public School Requisition	-32,313.22
2171	1288 Design Company Inc.	Community Hall Upgrade	-375.00
2172	Mustafa Hashimi	November Payroll & Expense Claim	-3,149.61
2173	Hassan Saeed	November 2023 Payroll	-714.00
2174	Suzanne Gaida	November 2023 Finance Manager Contract	-1,119.30
2175	1288 Design Company Inc.	Community Hall Project	-25,500.41
2176	Calgary RCSSD No 1	Seperate School Requisition December 2023	-759.83
2177	Carey Fougere	2023 Honorarium & Expense Claim	-969.54
2178	Hoddinott Forest Management Inc	FRIAA Projects	-2,737.35
2179	John Walsh	2023 Honorarium	-500.00
2180	Karen Foudy	2023 Honorarium	-500.00
2181	Hassan Saeed	December 2023 Payroll	-714.00
2182	Mustafa Hashimi	December 2023 Payroll	-2,698.35
2183	Planning Protocol	General Planning 2023	-1,417.50
2184	R Space Ltd.	Progress Invoice for Community Hall Upgrade Project	-52,500.00
2185	Suzanne Gaida	December 2023 Finance Manager Contract	-1,176.42
2186	1288 Design Company Inc.	Community Hall Upgrade	-315.00
2187	R Space Ltd.	Final Progress Invoice for Community Hall Upgrade Project	-48,552.53
Total 310-120 · Bank - TD Canada Trust			-179,766.21
TOTAL			-179,766.21



Report Date: January 15, 2024
Contact: Suzanne Gaida
Agenda Item Number: 5.2
Meeting Date: January 20, 2024

TO: Council

FROM: Suzanne Gaida, Finance Manager

Subject: December 2023 Financial Report

RECOMMENDATION:

That Council accepts the December 2023 Financial Report as information.

REPORT SUMMARY

The December 2023 Financial Report shows all revenues and expenses as of December 31, 2023 and includes Operating and Capital Budgets. The intent of this report is to make it clear to Council the current state of the budget in relation to true costs.

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS

The Chief Administrative Officer has reviewed and approved this report.

REPORT

BACKGROUND/CONTEXT

Administration will present to Council at all Council meetings a year-to-date report outlining revenues and expenditures for the Operating and Capital Budgets. This will ensure Council understands where things are at financially with the Budgets and Administration and Council will be able to identify any concerns early and not be surprised at the end of the year.

Operating Highlights

- This report shows all revenue & expenses up to December 31, 2023.
- All 2023 taxes and requisitions have been collected.
- Climate Change Grant work is complete. 100% of the grant equal to \$79,940 has been received and \$79,940 has been expensed for the work.
- 2022 and 2023 TransAlta Recreational Lease were paid in 2023 as no bill was received in 2022
- LUB work has started but no funds have been expensed to date.
- FRIAA Grant funding equals expenses to end of year.
- Overall, savings in some areas have offset overages in other areas. While an Audit will finalize the Year End, it is anticipated very little to zero funds will be required to be transferred from Operating Reserves in 2023 to cover any costs.

Capital Highlights

- \$192,499 has been spent on the Community Hall Project in 2023.
- \$344 has been spent on the Community Signs and will be completed in 2023
- \$9,593 has been spent on the Shoreline Rip Rap Project and is completed.
- \$2,850 has been spent on the Water Reservoir Project and will be completed in 2024
- Playground Project will be completed in 2024.

DISCUSSION

Administration can answer any questions Council has on the Financial Update.

December 2023 Financial Report

2023 Operating		
	2023 Budget	2023 YTD
Revenue		
Other		
Grants - Other		\$ 79,940
Transfer from Operating Reserves	\$ 30,348	\$ -
Tax Penalties & Costs	\$ -	\$ 144
Other Income	\$ -	\$ 513
General Administration		
Admin Fees & Sale of Goods	\$ 100	\$ 180
Provincial Grants - MSI Operating	\$ 14,344	\$ 14,344
Fire & Emergency		
Fire & Emergency Services Grants	\$ -	\$ 5,795
Planning		
Planning Fees	\$ -	\$ 990
Parks & Recreation		
Recreation Operating Grants - STEP	\$ 13,680	\$ -
Regatta Income	\$ 6,500	\$ 50
Total Income	\$ 64,972	\$ 101,955
Expenses		
Council		
Honorariums	\$ 1,500	\$ 1,500
Expenses	\$ 2,200	\$ 2,899
Total	\$ 3,700	\$ 4,399
General Administration		
Professional Services	\$ 15,149	\$ 14,751
Association & Membership Fees	\$ 2,105	\$ 1,944
Bank Service Charges	\$ 100	\$ 83
Administration Services	\$ 66,024	\$ 70,141
Office Expenses	\$ 9,205	\$ 8,449
Insurance	\$ 6,000	\$ 5,988
Other Grant Expenses		\$ 79,940
Total	\$ 98,583	\$ 181,295
Emergency & Protective Services		
EOC - Supplies	\$ 2,000	\$ -
Grant Expenses		\$ 5,295
Equipment Repair & Maintenance	\$ 500	\$ 113
Supplies	\$ 500	\$ 300
Fire Services - MD	\$ 3,439	\$ 3,500
Police Requisition	\$ 6,500	\$ 6,465
Total	\$ 12,939	\$ 15,673
Roads		
Contract Services	\$ 1,500	\$ -
Repairs & Maintenance	\$ 2,000	\$ -
Total	\$ 3,500	\$ -
Waste Management		
Repair & Maintenance	\$ 500	\$ -
Contract Services	\$ 20,000	\$ 16,526
Total	\$ 20,500	\$ 16,526

2023 Operating		
	2023 Budget	2023 YTD
Planning		
Planning Contract Services	\$ 20,500	\$ 2,946
Total	\$ 20,500	\$ 2,946
Community Services		
Contract Services	\$ 2,000	\$ -
Supplies	\$ 500	\$ 355
Repairs & Maintenance	\$ 3,500	\$ 1,493
Utilities	\$ 4,390	\$ 3,665
STEP Grant Expenses	\$ 17,280	\$ 3,253
Regatta	\$ 6,500	\$ 1,050
Community Association	\$ 1,500	\$ 1,500
Waterfront Contract Maintenance	\$ 2,000	\$ -
Waterfront Permits and Fees	\$ 1,000	\$ 2,000
Total	\$ 38,670	\$ 13,316
Cultural		
Supplies	\$ 100	\$ 49
Marigold System Fees	\$ 1,108	\$ 1,085
Total	\$ 1,208	\$ 1,134
Total Expense	\$ 199,600	\$ 235,289
Difference	-\$ 134,628	-\$ 133,334

Taxes

Requisitions	2023 Budget	2023 YTD
School - ASFF	\$ 120,646	\$ 120,645
School - CCSB	\$ 3,010	\$ 3,010
Designated Industrial	\$ 5	\$ -
Total	\$ 123,661	\$ 123,655
Collections		
School Levy	\$ 117,764	\$ 117,765
Municipal Taxes	\$ 134,240	\$ 134,240
Linear Taxes	\$ 197	\$ 201
Total	\$ 252,201	\$ 252,206

2023 Capital

Project	2023 Budget	2023 YTD
Water Reservoir	\$ 80,000	\$ 2,850
Community Sign	\$ 3,000	\$ 344
Playground	\$ 75,000	\$ -
Community Hall Upgrades	\$ 200,000	\$ 192,499
Shoreline Rip Rap	\$ 10,000	\$ 9,593
Total	\$ 368,000	\$ 205,286



Report Date: January 15, 2024
Contact: Suzanne Gaida
Agenda Item Number: 5.3
Meeting Date: January 20, 2024

TO: Council

FROM: Suzanne Gaida, Finance Manager

Subject: Local Government Fiscal Framework Funding

RECOMMENDATION:

That Council accept the update on the Local Government Fiscal Framework Funding as information.

REPORT SUMMARY

Administration received confirmation of Local Government Fiscal Framework (LGFF) Funding for 2024 Operating and 2024 & 2025 Capital for the Summer Village of Ghost Lake in mid December. An update on funding will be provided to Council.

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS

The Chief Administrative Officer has reviewed and approved this report.

REPORT

BACKGROUND/CONTEXT

The Municipal Sustainability Initiative (MSI) Program is being replaced by the LGFF starting in 2024. The Alberta Government has created a new funding equation for Capital funds for all municipalities excluding Edmonton and Calgary who have their own funding model. They have also confirmed the Operating funds for municipalities for 2024.

Operating

The MSI Operating funds, used to fund one off operating expenditures or offset operating costs, has been fairly consistent over the last 8 years with a few exceptions:

2016 - \$7,558
2017 - \$7,558
2018 - \$9,403
2019 - \$9,722
2020 - \$7,832
2021 - \$7,172
2022 - \$7,172
2023 - \$14,344

2023 saw a doubling of MSI Operating. At the time of budget, the LGFF Operating Funds had not been confirmed so \$7,172 was budgeted as there was no commitment to keep the higher grant as they switched to the new program. It has been confirmed the Summer Village will receive \$14,344 again in 2024 under the LGFF Operating Program.

Capital

The LGFF Capital Program has a new formula that calculates the amount of funding for each municipality. It includes population, tangible capital assets, amortization on tangible capital assets and length of local roads. Each

municipality also receives a set amount of base funding. Base funding for all municipalities except Summer Villages is set at \$150,000 and the Summer Village base funding is \$60,000. This base funding for Summer Villages is a decrease of \$3,000 from the MSI program and the base funding for other municipalities is an increase of \$40,000. The Government of Alberta has indicated in the program that Summer Villages receive less base funding as they generally tend to provide fewer year-round services and have less infrastructure than similarly-sized Villages. There has been advocacy for a number of years by the Association of Summer Villages of Alberta to help the Government of Alberta understand the changing makeup of Summer Villages to no avail. The following is a list of MSI Capital allocations historically received by the Summer Village:

2016 – \$92,738

2017 - \$91,535

2018 - \$103,549

2019 - \$76,092

2020 - \$89,656

2021 - \$97,507

2022 - \$39,541

2023 - \$39,541

The 2022 and 2023 were smaller allocations as they worked to close out the MSI Program. The LGFF Capital Program formula has the Summer Village receiving \$70,063 in 2024 followed by \$71,674 in 2025.

The LGFF Operating and Capital funds will be confirmed following adoption of the Government of Alberta's 2024 Budget.

There is continuous advocacy going on to raise the base funding for Summer Villages and Council and residents are encouraged to speak to the MLA about the unfair base funding allocated to Summer Villages.

Along with funding changes, rules for the projects for the capital program and how funding can be used has changed as well as reporting and spending requirements are different. There is some wording in the new guidelines that speak to spending the funds or losing the following years allocations.

Administration will be participating in training on the new program to get a handle on these new requirements.

DISCUSSION

Administration will be prepared to answer questions of Council or seek answers to questions and report back to Council.

CONCLUSION

That Council accept the update on the Local Government Fiscal Framework Funding as information.

REVIEWED AND APPROVED BY



Report Date: January 15, 2024
Contact: Suzanne Gaida
Agenda Item Number: 5.4
Meeting Date: January 20, 2024

TO: Council

FROM: Suzanne Gaida, Finance Manager

Subject: 2024 Assessment Report

<p>RECOMMENDATION: That Council accept the 2024 Assessment Report as information.</p>

REPORT SUMMARY

The Assessor has completed the assessments for the Summer Village of Ghost Lake and has submitted them to the Province for review. Assessment notices will be mailed out mid to late February to all property owners.

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS

The Chief Administrative Officer has reviewed and approved this report.

REPORT

BACKGROUND/CONTEXT

Assessments are legislated under the Municipal Government Act and are prepared on an annual basis. The 2024 assessments are based on the economic conditions of July 1, 2023 and the physical condition of the property as of December 31, 2023. Assessments are completed by the Assessor, reviewed by the Province and then sent to the Village for disbursement to individual property owners. Each property will increase or decrease in assessment based on the criteria for assessment as set out by the Province and used by the Assessor. Overall, the Summer Village of Ghost Lake's total assessment value has increased by 18.2%. Of this total, the taxable property assessment total value has increased 16.3% and the exempt properties (municipally owned) assessment total value has increased 30%.

Assessment Year	Total Assessed Value	Total Taxable Assessed Value	Total Exempt Assessed Value
2023	\$55,135,170	\$47,772,380	\$7,362,790
2024	\$65,155,800	\$55,573,870	\$9,581,930
% Increase	18.2%	16.3%	30%

The 2024 Assessment Notices will be mailed out mid to late February. There is a 60 day appeal period for residents to appeal their assessment that begins once the notices are sent out.

Assessment values are used for property tax calculations in May. A percentage increase or decrease in individual property assessments does not equate to an equal percentage increase or decrease in individual property taxes.

DISCUSSION

Administration will be able address any questions Council may have on the 2024 Assessments.

CONCLUSION

That Council accept the 2024 Assessment Report as information.

REVIEWED AND APPROVED BY

Municipal Assessment

<u>Code</u>	<u>Description</u>	<u>Records</u>	<u>Status</u>	<u>Land</u>	<u>Impr.</u>	<u>Other</u>	<u>Total</u>
1	Vacant Residential	10	T	3,834,000	0	0	3,834,000
2	Residential	92	T	33,130,720	18,609,150	0	51,739,870
Taxable Total:		102		36,964,720	18,609,150	0	55,573,870
Sub Total:		102		36,964,720	18,609,150	0	55,573,870
<u>Code</u>	<u>Description</u>	<u>Records</u>	<u>Status</u>	<u>Land</u>	<u>Impr.</u>	<u>Other</u>	<u>Total</u>
93	Municipal Exempt	15	E	9,043,040	538,890	0	9,581,930
Exempt Total:		15		9,043,040	538,890	0	9,581,930
For Municipal Assessment:		117		46,007,760	19,148,040	0	65,155,800

Grand Totals

Taxable Total:		102		36,964,720	18,609,150	0	55,573,870
Exempt Total:		15		9,043,040	538,890	0	9,581,930
Parcels: 117		117		46,007,760	19,148,040	0	65,155,800

