

Summer Village of Horseshoe Bay

Agenda: Regular Meeting

Saturday, May 23, 2020

To be held by ZOOM electronic meeting at

Email:svhorseshoebay@gmail.com

10:00 a.m.

1. CALL MEETING TO ORDER
2. ACCEPTANCE OF THE AGENDA
 - a) Additions to Agenda
3. ADOPTION OF PREVIOUS MINUTES
 - a) May 2, 2020 Minutes
4. PUBLIC HEARINGS – none
5. DELEGATIONS - none
6. BYLAWS
 - a) Property Tax Bylaw
7. OLD BUSINESS
 - a) AEP Mooring Disturbance Standard for Recreational Docks
 - b) RFP for Engineering Services for Stormwater Project & prioritize recommended improvements
 - c) Reserve Lots Sub-division - Update
 - d) Himalayan Balsam & Beaver Control - Update
 - e) TWP 594 Boat Launch
8. NEW BUSINESS
 - a) Vincent Lake Fish Kill
 - b) *Culvert situation*
 - c)

Moved By Dave B.
Norman + Dave form committee to assess situation for resatution to replacement of culverts.
9. COUNCILLOR REPORTS
 - a)
 - b)
 - c)
10. CAO REPORT AND ACTION LIST
 - a) CAO Report & Action List
11. FINANCIAL REPORTS.
 - a) For the four months ended April 30, 2020
 - b) 2020 Operating and Capital budget
 - c) Grants update
12. CORRESPONDENCE
13. NEXT MEETING
14. ADJOURNMENT



Summer Village of Horseshoe Bay

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Agenda Item Summary Report

Agenda Item 3.a) Minutes of May 2, 2020 Regular Meeting

Meeting Date: May 23, 2020

Background/Discussion/Options

Minutes of the May 2, 2020 Regular council Meeting are attached, for approval.

Recommendation/RFD/Comments

MOVED BY _____ that the minutes of the May 2, 2020 Regular council meeting be approved as presented.

-Carried-

3.a)

SUMMER VILLAGE OF HORSESHOE BAY

Minutes of Regular Meeting
Saturday, May 2, 2020
Held by ZOOM electronic meeting at
Email: svhorseshoebay@gmail.com
10:00 a.m.

IN ATTENDANCE: Mayor: Gary Burns
Deputy Mayor: Eli Gushaty
Councilor: Dave Amyotte

CAO: Norman Briscoe
Recording Secretary: Diane Briscoe

1. **CALL TO ORDER** Mayor Gary Burns called the meeting to order at 10:00 a.m.

2. **ACCEPTANCE OF AGENDA**

Res. No. 20-05-02-037 MOVED BY Deputy Mayor Dave Amyotte that the agenda be adopted as presented.

-Carried-

3. **APPROVAL OF MINUTES**

Res. No. 20-05-02-038 MOVED BY Mayor Gary Burns that the minutes of the January 11, 2020 regular council meeting be approved as presented.

-Carried-

Res. No. 20-05-02-039 MOVED BY Mayor Gary Burns that the minutes of the April 4, 2020 Special Meeting be approved as presented.

-Carried-

4. **PUBLIC HEARINGS** There were no public hearings at this meeting.

5. **DELEGATIONS** There were no delegations for this meeting.

6. **BYLAWS** There were no bylaws passed at this meeting.

8. NEW BUSINESS

- a) *Res. No. 20-05-02-045* 2020 Municipal Operating and Capital Budget
MOVED BY Mayor Gary Burns that council approve the 2020 Municipal Operating and Capital Budget as per Sections 242(1) & 245 of the M.G.A., as follows:

Revenue	
Total Property Tax Revenue	\$ 116,832
Less: School and DIP Requisitions	<u>41,680</u>
New Municipal Property Taxes	75,152
Other Revenue	4,189
Government Transfers for Grants	<u>386,659</u>
 Total Revenue	 466,000
Expenses	
Operating Expenses	<u>406,000</u>
Excess of Revenue over Expenses, Before Capital Expenditures	60,000
Capital Expenditures	<u>-148,000</u>
 Deficiency of Revenue over Expenses, Before non-cash items	 -88,000
Adjustment for non-cash items	54,000
Transfer from Unrestricted Surplus	<u>34,000</u>
Financial Plan Balance	<u>\$ -0-</u>

-Carried-

- b) *Res. No. 20-05-02-046* COVID-19 Deadlines, Deferrals, etc.
Council accepted the report as information for discussion and future consideration.

-Carried-

- c) *Res. No. 20-05-02-047* Notice of Assessment Date
MOVED BY Deputy Mayor Dave Amyotte that pursuant to the *Municipal Government Act*, the Notice of Assessment Date for property tax notices and assessments, be set on June 9, 2020, which is 7 days after the notice sent date, and 60 days prior to the complaint date of August 10, 2020 and that the date for late payment of all property taxes be extended to October 1, 2020.

-Carried-

7. OLD BUSINESS

- a) *Res. No. 20-05-02-040* Stormwater Management Plan
MOVED BY Mayor Gary Burns that council approve the Stormwater Master Plan submitted by MPE Engineering on March 6, 2020, with proposed amendments.
-Carried-
- b) *Res. No. 20-05-02-041* Land Use Bylaw Update
MOVED BY Councilor Eli Gushaty that council approve the revised draft Land Use Bylaw with proposed amendments and instruct administration to proceed with having it ready for first reading at a future regular council meeting.
-Carried-
- c) *Res. No. 20-05-02-042* Sub-Division of 2 Reserve Lots
MOVED BY Deputy Mayor Dave Amyotte that council accept the tentative plan of Sub-division of 2 reserve lots and authorize Explore Geomatics to proceed, including staking the Village boundary west along the creek, for an additional \$800.
-Carried-
- d) *Res. No. 20-05-02-043* 109 Homestead Trail
MOVED BY Mayor Gary Burns that council agree to contribute \$100 for a load of gravel to fix the entrance to Lot 109
-Carried-
- e) *Res. No. 20-05-02-044* Himalayan Balsam and Beaver Control
MOVED BY Mayor Gary Burns that council accept the information as presented.
-Carried-

- d) *Res. No. 20-05-02-048* Annual General Meeting
MOVED BY Mayor Gary Burns that council cancel the Annual General Meeting for 2020 due to the COVID-19 pandemic restrictions and notify residents of the cancellation.
-Carried-
- e) *Res. No. 20-05-02-049* Village Activities Re: COVID-19
MOVED BY Deputy Mayor Dave Amyotte to accept the information regarding COVID-19 effects on the Village activities as presented.
-Carried-
- f) *Res. No. 20-05-02-050* Council Honorarium
MOVED BY Mayor Gary Burns that Council authorize an amendment to “**Honorarium Payment to Council Members: Policy Number 3**” to increase Honorarium payments to Council members from \$125 per meeting to \$150 per meeting, effective May 2, 2020.
-Carried-
- g) *Res. No. 20-05-02-051* Council Per Diem Payment
MOVED BY Mayor Gary Burns that Council authorize an amendment to “**Per Diem Payment to Council and Board/Committee Members: Policy Number 4**” to increase per diem payment to Council and other board and committee members for attending committee meetings, workshops and conferences from \$125 per day to \$150 per day, effective May 2, 2020.
-Carried-
- h) *Res. No. 20-05-02-052* Travel and Expense Policy
MOVED BY Mayor Gary Burns that Council authorize an amendment to “**Travel and Expense: Policy Number 7**”, to increase the travel reimbursement for mileage for per-approved meetings, conferences and training from \$0.45/km to \$0.55/km, effective May 2, 2020.
-Carried-
- i) *Res. No. 20-05-02-053* Meals and Subsistence Policy
MOVED BY Mayor Gary Burns that Council authorize an amendment to “**Travel and Expense: Policy Number 7**”, to increase the Meals and Subsistence Allowance to a maximum of \$50 per day.
-Carried-

9. COUNCIL REPORTS

Res. No. 20-05-02-054

MOVED BY Deputy Mayor Dave Amyotte the council reports be accepted as presented.

-Carried-

10. CAO REPORT AND ACTION LIST

Res. No. 20-05-02-055

MOVED BY Councilor Eli Gushaty that the CAO Report and Action list be approved as presented.

-Carried-

11. FINANCIAL REPORTS

Res. No. 20-05-02-056

MOVED BY Councilor Eli Gushaty that the financial reports for the 3 months ended March 31, 2020, including the cheque log to April 30, 2020 be accepted for information.

-Carried-

12. CORRESPONDENCE

There was no correspondence.

13. NEXT MEETING

Res. No. 20-05-02-057

MOVED BY Mayor Gary Burns to set the next regular Council meeting on May 23, 2020 at 10:00 a.m..

-Carried-

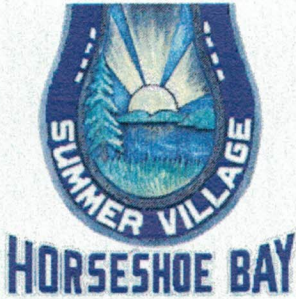
15. ADJOURNMENT

Being that the agenda matters have been concluded the meeting adjourned at 12:30 p.m.

Mayor

Date

Administrator



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Agenda Item Summary Report

Agenda Item 6.c) 2020 Property Tax Bylaw 129/2020

Meeting Date: May 23, 2020

Background

Whereas the Summer Village of Horseshoe Bay has prepared and adopted detailed estimates of the 2020 municipal revenues and expenditures as required, at this meeting, Agenda Item 6.a).

Now therefore, under the authority of the *Municipal Government Act*, the Council of the Summer Village, enacts as follows:

That the Chief Administrative Officer is hereby authorized to levy the rates of taxation as per the attached "Property Tax Bylaw" for the 2020 taxation year.

Upon approval of this Bylaw the rates stated will be used to prepare and issue the 2020 Property Tax Notices to the Village residents.

Recommendation/RFD/Comments

MOVED BY _____ that Bylaw 129/2020 authorizing Rates of Taxation to be levied against property for 2020, be given first reading.

-Carried

MOVED BY _____ that Bylaw 129/2020 be given second reading.

-Carried

MOVED BY _____ that Bylaw 129/2020, be presented at this meeting for third and final reading.

-Carried Unanimously-

MOVED BY _____ that Bylaw 129/2020, be given third and final reading.

-Carried-

b.c)

**SUMMER VILLAGE OF HORSESHOE BAY
PROVINCE OF ALBERTA**

BY-LAW NO. 129/2020

A Bylaw to Authorize the Rates of Taxation to be Levied Against Assessable Property Within the Summer Village of Horseshoe Bay for the 2020 Taxation Year

Whereas, the Summer Village of Horseshoe Bay has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the council meeting held on May 2, 2020, and:

Whereas, the estimated municipal revenues and transfers from all sources other than property taxation is estimated at \$424,848 and:

Whereas, the estimated municipal expenditures and transfers (excluding non-cash items) set out in the annual budget for the Summer Village of Horseshoe Bay for 2020 total \$541,680; and the balance of \$116,832 is to be raised by general municipal property taxation;

Therefore the total amount to be raised by general municipal taxation is \$116,832 and;

Whereas, the requisitions are:

Alberta School Foundation Fund (ASFF)

Residential	\$ 41,295
Non-Residential	<u>635</u>
Total School Requisitions	<u>\$ 41,930</u>

Designated Industrial Property \$ 13

Whereas, the council of the Summer Village of Horseshoe Bay is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions; and

Whereas, the council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the *Municipal Government Act*, Chapter M-26, Revised Statutes of Alberta, 2000; and

Whereas, the assessed value of all property in the Summer Village of Horseshoe Bay as shown on the assessment roll is:

	<u>Assessment</u>
Residential	\$ 16,225,780
Non-Residential	<u>170,750</u>
	<u>\$ 16,396,530</u>

NOW THEREFORE, under the authority of the *Municipal Government Act*, the Council of the Summer Village of Horseshoe Bay, in the Province of Alberta, enacts as follows:

- That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Summer Village of Horseshoe Bay:

	Tax Levy	Assessment	Tax Rate
General Municipal			
Residential	\$ 56,790	\$ 16,225,780	3.5000
Non-Residential	<u>598</u>	<u>170,750</u>	<u>3.5000</u>
	57,388	\$ <u>16,396,530</u>	
Minimum Tax	<u>17,501</u>		
Total	<u>\$ 74,889</u>		
ASFF			
Residential	\$ 41,295	\$ 16,225,780	2.5450
Non-Residential	<u>635</u>	<u>170,750</u>	<u>3.7206</u>
Totals	<u>\$ 41,930</u>	<u>\$ 16,396,530</u>	
Designated Industrial Property	<u>13</u>	<u>\$ 170,750</u>	<u>0.0760</u>
Grand Totals	<u>\$116,832</u>		

- That the minimum amount payable per parcel as property tax for general municipal purposes shall be \$ 410.
- That this bylaw shall take effect on the date of the third and final reading.

Read a first time in Council this 23rd day of May, 2020.

Read a second time in Council this 23rd day of May, 2020.

Given UNANIMOUS consent to go to third reading on this 23rd day of May, 2020

Read a third time in Council this 23rd day of May, 2020.

 Gary Burns, Mayor

 Norman Briscoe
 Chief Administrative Officer



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Agenda Item Summary Report

Agenda Item 7.a) Proposed Mooring Disturbance Standard

Meeting Date: May 23, 2020

Background

Alberta Environment and Parks (AEP) is proposing to implement a Disturbance Standard under the Public Lands Administration Regulation (PLAR). The purpose is to better manage the placement of temporary seasonal docks and associated structures on the bed and shores of Crown-owned water bodies that are subject to the *Public Lands Act*.

Under the draft disturbance standard, if you are a waterfront or semi-waterfront property owner and your mooring structures meet the criteria set out in the standard, you do not need to get a Temporary Field Authorization (TFA).

Recommendation/RFD/Comments

Norman is attending a webinar put on by AEP on Wednesday afternoon, and will have more detailed information to report at the council meeting.

Presented for discussion and information. No action required at this time.

7.a)

Proposed Mooring Disturbance Standard

Mooring, or securing a watercraft to a structure such as a dock, is very common to provide easy access to the water for recreational purposes. Waterfront property owners who share a property boundary with a waterbody often only own land up to the bank. They do not own the bed and shore of the waterbody but they do have the right to enter and leave the water in front of their property.

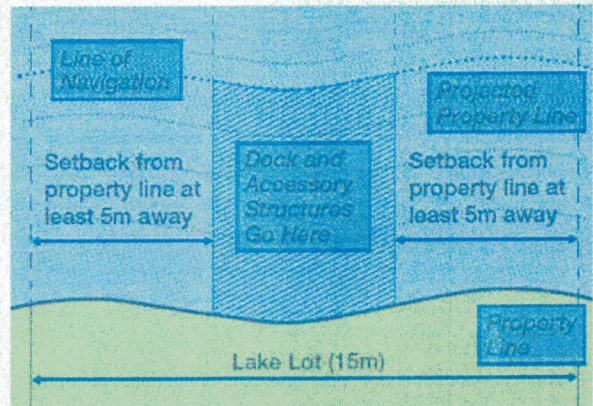


A draft disturbance standard has been created under the Public Lands Administration Regulation. If you are a waterfront or semi-waterfront property owner and your mooring structures meet the criteria set out in this standard, you do not need to get a Temporary Field Authorization (TFA).

If you are a backlot property owner, you must apply for a TFA, with written consent from the waterfront landowner, to place a dock or related mooring structures in a waterbody.

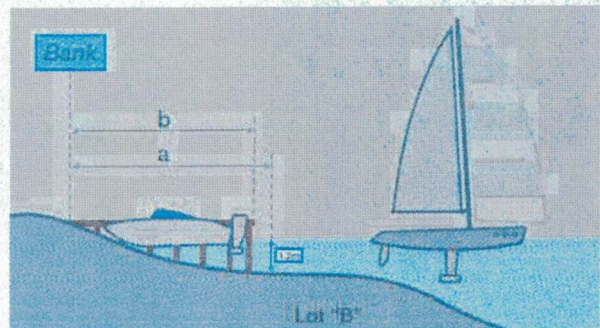
Determining the mooring area

The mooring area, where dock and accessory structures go, is bound by the line of navigation, and extending property lines into the water line.



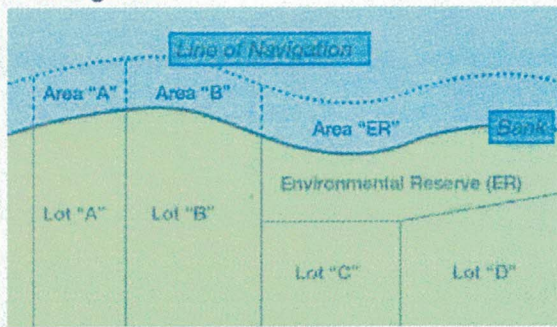
Step one: Determine the line of navigation.

Line of Navigation – either (a) the 1.2 meter depth contour; or (b) the length of the watercraft. In the figure below, the line of navigation would be determined by the length of the watercraft (b) as it is the minimum required to reasonably navigate to open water.



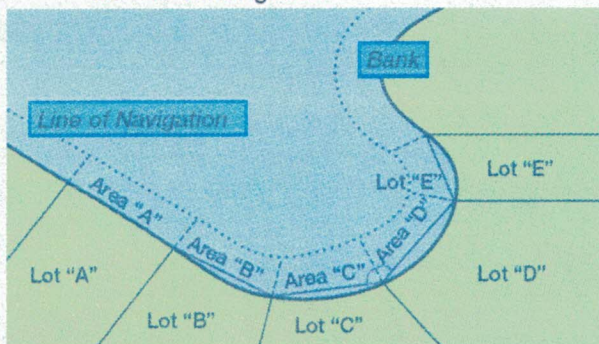
*If you own a watercraft with a keel that extends beyond 1.2 metres in depth as pictured above, it will need to be moored outside the line of navigation on a buoy.

Step two: Extend your property lines to the line of navigation.



If your property lines cannot be extended directly into the lake without intersecting with your neighbors, then use the coterminal method.

- At the bank, draw a straight line across your property from one property corner to the other.
- From each of these corners draw another straight line to your neighbor's far property line corner.
- Create an equal angle between the line across your property and the line across your neighbor's property.
- Extend a projected line perpendicular out to the line of navigation.



Disturbance Standard

Here's what the standard says:

- You may have one temporary seasonal dock for personal use within the mooring area if you are a waterfront or semi-waterfront landowner. The dock must be at least five metres away from the property lines.
- The walkway can be up to 1.5m wide, and the terminal area can be up to 12 square metres.

The whole dock configuration cannot exceed 50% of the waterfront holder's lot width.

- No fixtures like storage units will be placed on the dock, with the exception of a bench. Fuel will not be stored on the dock.
- The dock, and all boat lifts, swimming platforms and buoys will be removed before the end of the open water season.

Boat lifts:

- You may have up to two boat lifts or one boat lift and two smaller personal watercraft lifts in the mooring area that may be covered but are not to be enclosed on all sides.

Swimming platforms:

- One swimming platform, with a slide or bench, can be placed beyond the line of navigation within the projected property lines that is smaller than 9m² in size.

Mooring buoy/anchor:

- One anchored buoy can be placed beyond the line of navigation within projected property lines if necessary to moor a deep keeled watercraft. The swing radius of the watercraft must be at least five metres from the projected property lines, and 20 metres away from other mooring buoys.

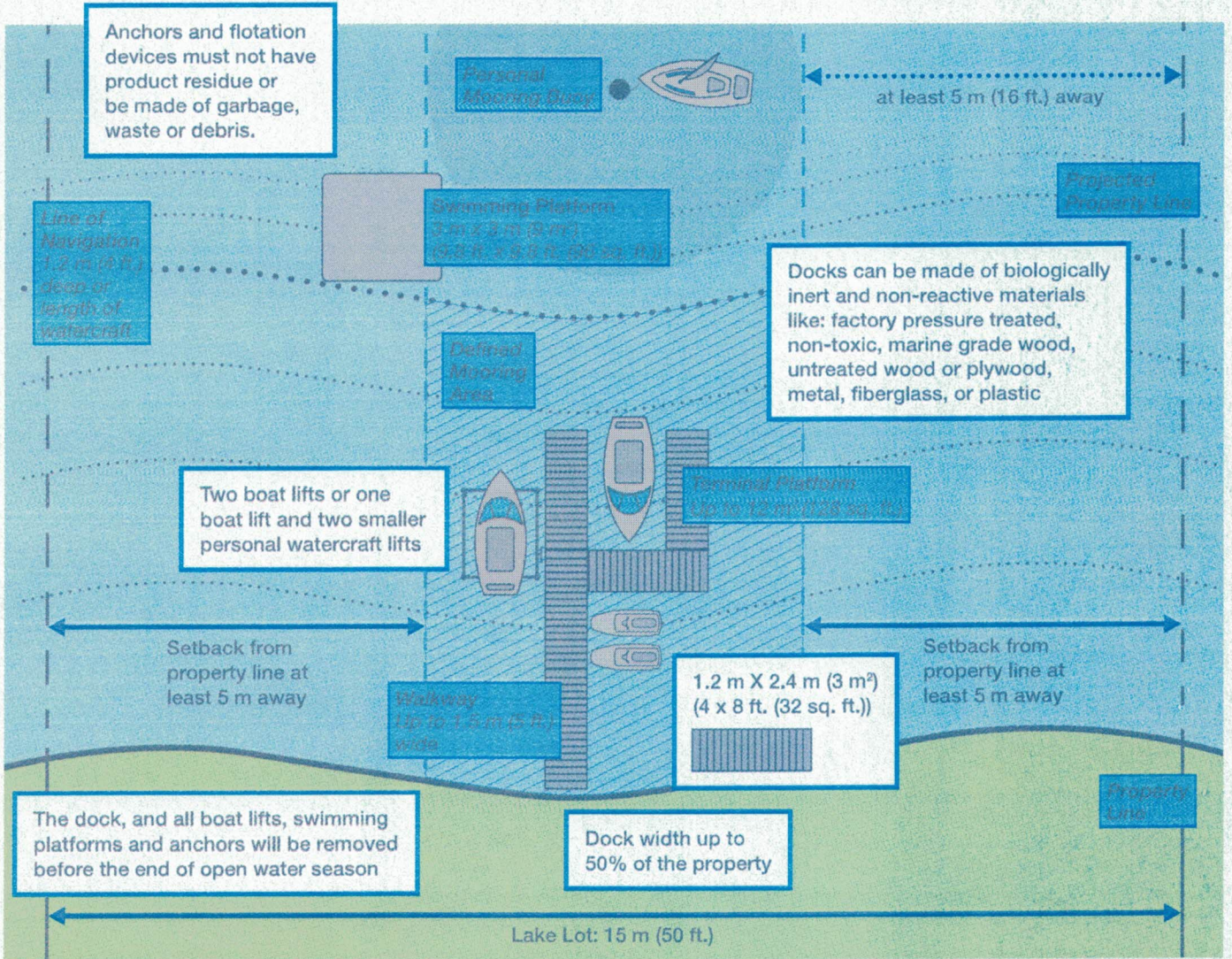
Materials for dock & accessory structures:

- The dock and floats must be constructed of biologically inert and non-reactive materials like wood or fiberglass that do not degrade when exposed to abrasion, water or petroleum products. Anchors and flotation devices must not have product residue or be made of garbage, waste or debris.
- Preservatives may only be applied to the dock when it's above the bank, and it can only be placed below the bank once the preservatives have completely dried.

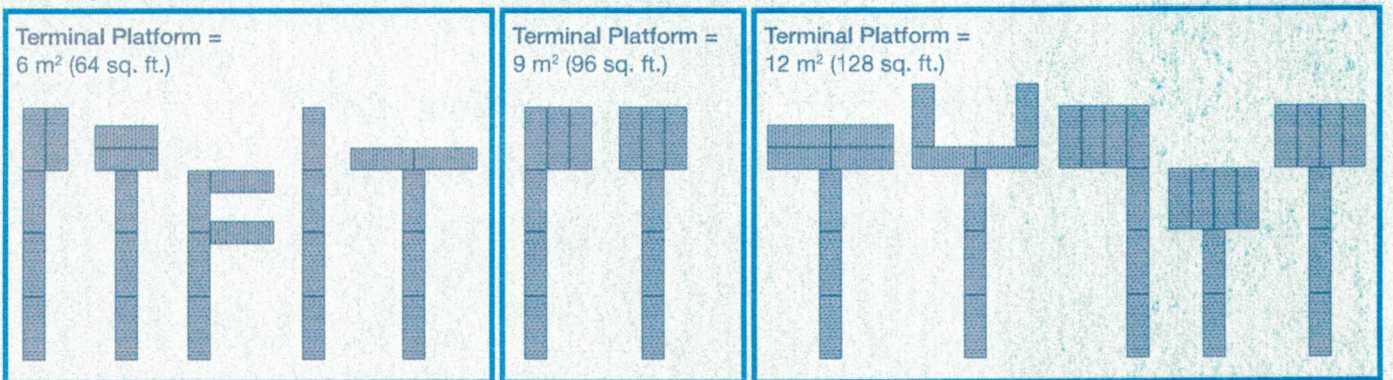
Exceeding the Standards

If your mooring structures do not meet these standards, you must apply for a TFA. Learn more by searching 'Temporary Field Authorization' on www.alberta.ca.

Proposed Personal Moorage Allowance



Examples of terminal platform configuration:





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Agenda Item Summary Report

Agenda Item 7.b) RFP's for Engineering Services for Stormwater Project

Meeting Date: May 23, 2020

Background

A Request for Proposals (RFP's) was sent out on May 2, 2020. The closing date was Friday, May 22, 2020.

The Stormwater Project identified 10 Design Goals for the Summer Village of Horseshoe Bay Drainage Improvements. Council needs to prioritize the 10 recommended improvements.

Table B.1 Scope and Design Goals for Summer Village of Horseshoe Bay Drainage Improvements, is attached.

Recommendation/RFD/Comments

MOVED BY _____ that council _____

-Carried-

7.b)

APPENDIX B – DESCRIPTION OF WORK TO BE PERFORMED

The successful proponent shall complete the preliminary designs for the following proposed drainage improvements as listed in Table B.1. For additional details, please refer to the Summer Village of Horseshoe Bay Regional Stormwater Plan. A location plan is provided in the Figure 4.1, 4.2 and 4.3.

The activities to be completed by the successful proponent shall include the following:

1. Coordinate overall management for this project, including facilitating progress meetings and design reviews. Provide minutes for all client meetings to the Summer Village, as well as monthly project reports to record progress and status of work activities, budget and schedule updates, any issues, concerns or risks associated with this project.
2. Collect, assemble, and review all current documents and standards relevant to the project including but not limited to as-builts, utility base plans, site plans, design drawings, GIS LiDAR data, etc.
3. Complete a site survey to confirm existing surface conditions such as curbs and gutters, trees and fences etc.
4. Coordinate site utility locates for each location via Alberta 1st Call including Shaw or other third-party utilities not part of Alberta 1st Call for design purposes.
5. Contact 3rd party utility companies to confirm possible conflicts, and if existing coordinate with them for the protection, upgrade or relocation of existing facilities.
6. Prepare design for each location, including an evaluation of a preferred option where alternatives are proposed.
7. Coordinate with regulatory agencies such as Alberta Environment and Parks to obtain any approvals, permits and licenses where applicable, including conducting environmental studies to support the applications.
8. Coordinate with landowners and utility companies to obtain any approvals, crossing agreements or utility rights of way as required and negotiate compensations on behalf of the Summer Village.
9. Participate in any necessary stakeholder engagement as required by the Summer Village.
10. Prepare a Class C cost estimate at the end of preliminary design stage.
11. Prepare a Design Basis Memorandum and preliminary design drawings.
12. Complete detailed design and provide drawing review at 60% and 90% allowing 2 weeks at each stage for the Summer Village to review. Each submission shall be marked with the percentage of completion for the issue description.
13. Provide a Class B cost estimate at the end of detailed design stage.
14. Provide contract tender drawings and detailed specifications for submission to the Summer Village. Consultant is required to compile the whole tender document on behalf of the Summer Village.

Table B.1 Scope and Design Goals for Summer Village of Horseshoe Bay Drainage Improvements

Improvement No.	Scope	Design Goals
1.	Option 1. Upgrade of a culvert crossing Point Drive and design of a new drainage swale between Lot 26 and 27. Option 2. Design of a new piped drainage system to intercept stormwater along Point Drive and convey it east through Lot 31.	Mitigate localized flooding during spring melt and heavy rainfalls on properties along Point Drive, i.e. 26, 27 and 31 Point Drive.
2.	Upgrade of existing culvert crossing Horseshoe Bay Drive and associated channel works.	Improve Regional Drainage
3.	Upgrade of the existing culvert crossing Coney Drive	Improve local drainage
4.	Improve drainage along the west side of Coney Drive	Mitigate localized flooding near 84 Coney Drive.
5 & 6	Design of drainage ditches and culvert crossings along Horseshoe Bay Drive. Two options for the alignment have been proposed in the Regional Stormwater Plan.	Mitigate localized flooding along Horseshoe Bay Drive, i.e. Lot 19, 20 and 73. Create a safe flow path to keep runoff away from buildings and lots.
7.	Design of a new ditch	Mitigate localized flooding at 9 Martin Point Drive by creating a safe flow path to keep runoff away from the buildings and lots.
8.	Design of a new berm in the ER land parcel.	Prevent wetland from spilling over toward Homestead Trail.
9.	Design of drainage ditches and culvert crossings along Homestead Trail.	Mitigate localized flooding along Horseshoe Bay Drive, i.e. between Lot 96 and 97, between Lot 103 and 104, and on Lot 121. Create a safe flow path to keep runoff away from buildings and lots.
10.	Option 1. Upgrade of a culvert crossing Russel Drive and design of a new drainage swale between Lot 126 and 127. Option 2. Design of a new piped drainage system to intercept stormwater west of Russel Drive and convey it east through Lot 31.	Mitigate localized flooding at 143 Russel Drive due to stormwater ponding at a low spot between 143 and 144 Russel Drive.



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Agenda Item Summary Report

Agenda Item 7.c) Reserve Lots Sub-division - Update

Meeting Date: May 23, 2020

Background

Norman will give an update on the status of the Reserve Lots sub-division, at the north end of Horseshoe Bay Drive.

Recommendation/RFD/Comments

For information and discussion only. No action is required at this time.

7.c)



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Agenda Item Summary Report

Agenda Item 7.d) Himalayan Balsam & Beaver Control - Update

Meeting Date: May 23, 2020

Background

The County of St. Paul has hired some summer students to spray the Himalayan Balsam this summer. They started May 18/20. Lloyd Miller cleared the path on the Village side of the creek so the workers can get in with their equipment to spray. The north end of the path could not be cleared, so they are going to have to go thru people's yards to spray the weeds. Norman has received permission from the residents effected.

It appears that the Beaver problem has been dealt with successfully, so far.

Recommendation/RFD/Comments

For information and discussion only. No action is required at this time.

7.d)



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Agenda Item Summary Report

Agenda Item 7.e) Boat Launch at the end of TWP 594 / Horseshoe Bay Drive

Meeting Date: May 23, 2020

Background

Norman will provide a report at the Council meeting.

Recommendation/RFD/Comments

For information and discussion only. No action is required at this time.

7.e)



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Agenda Item Summary Report

Agenda Item 8.a) Fish Kill at Vincent Lake

Meeting Date: May 23, 2020

Background

Alberta Environment and Parks has confirmed a winter fish kill occurred recently at Vincent Lake.

Senior Fisheries Biologist, Stephen Spencer, Ph.D., has been in touch with Norman and emailed the attached information.

According to Dr. Spencer and an article in Lakeland TODAY, in late June AEP will determine fish survival. Here is a quote from an AEP communications advisor:

"We are aware that Vincent Lake has experienced winter kill in the past and AEP will assess the full impact and implement options to manage this occurrence".

"Several fish habitat restoration options could be considered including lake aeration, increasing and maintaining water levels and the use of various other options that would maintain dissolved oxygen through the winters...."

Recommendation/RFD/Comments

Presented for information and discussion.

8.a)



Norman Briscoe <svhorseshoebay@gmail.com>

Fish kill at Vincent Lake

Stephen Spencer <Stephen.Spencer@gov.ab.ca>
To: ! SVHORSESHOEBAY <SVHORSESHOEBAY@gmail.com>

Tue, May 12, 2020 at 10:52 AM

Hi Norm:

As promised here are a few short information bullets for the lake residents –folks tend to have a lot of questions following an event like this so hopefully this helps. Additional questions can be sent to me. Thanks.

What happened?

This winter, many fish in Vincent Lake have died due to a lack of oxygen.

Why did this happen?

Vincent Lake is naturally rich in plant nutrients (phosphorus, nitrogen) and shallow which creates abundant plant and algae growth. Bacteria breaks down this material anaerobically (consumes oxygen). During the winter, ice and snow prevent atmospheric oxygen and sunlight from entering the water and this year, with a late spring, oxygen levels dipped so that fish died off.

What can I do?

Limit your use of fertilizers and the disturbance of soils that may run into the lake. Human activities in the watershed can worsen the problem with many small actions adding up to a large change. Leaving aquatic vegetation in the lake helps too through the settling of sediments and the absorption of nutrients which reduces algae blooms.

What is Fish and Wildlife going to do?

We will determine fish survival in late June. Almost always fish find places to survive (springs, creeks) but in some circumstances fish have been restocked into lakes to recover fisheries. We are aware that Vincent Lake has experienced fish kills in the past and Alberta Environment and Parks will assess the full impact and implement options to manage this occurrence.

Stephen Spencer, Ph.D.

Senior Fisheries Biologist

Resource Stewardship

Environment and Parks

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Winter fish kill confirmed at Vincent Lake

May 12, 2020 7:00 AM By: [Janice Huser](#)



[\\$1 Million Marketing Fund: APPLY NOW!](#)



Winter kill - A winter fish kill has been confirmed to have happened at Vincent Lake. Photo submitted

ST. PAUL - Alberta Environment and Parks has confirmed a winter fish kill occurred recently at Vincent Lake.

Hayley Martin, communications advisor with Environment and Parks responded to a request from the St. Paul Journal for information, following residents reporting a number of dead fish at the lake, which is located north of St. Paul.

"This winter, many fish in Vincent Lake have died due to a lack of oxygen," said Martin.

In an email, she explained that Vincent Lake is "naturally rich in plant nutrients (phosphorus, nitrogen) and shallow, which creates abundant plant and algae growth. Bacteria breaks down this material anaerobically (consumes oxygen). During the winter, ice and snow prevent atmospheric oxygen and sunlight from entering the water and this year, with a late spring, oxygen levels dipped so that fish died off."

To help prevent similar situations occurring in the future, she recommends limiting the use of fertilizers around the lake, along with limiting disturbance to soils that may run into the lake.

"Human activities in the watershed can worsen the problem with many small actions adding up to a large change," said Martin. "Leaving aquatic vegetation in the lake helps too through the settling of sediments and the absorption of nutrients, which reduces algae blooms."

In late June, Alberta Fish and Wildlife will go determine fish survival at the lake.

"Almost always, fish find places to survive (springs, creeks). But in some circumstances, fish have been restocked into lakes to recover fisheries," said Martin. "We are aware that Vincent Lake has experienced winter fish kill in the past and Alberta Environment and Parks will assess the full impact and implement options to manage this occurrence."

\$1 Million Marketing Fund: APPLY NOW!

kill and provided information to the St. Paul Journal. According to Makowecki, the lake has populations of Yellow perch, Northern pike, Walleye and various minnow species.

A winter fish kill was reported to have occurred in 2004, and another in March of 2011, according to Makowecki. This spring, anglers began to observe dead perch in mid-March, and on May 5 a shore examination indicated large numbers of dead pike that ranged up to 740mm in total length, said Makowecki. The pike appeared to have been dead for sometime, and likely died in March.

In 2018, sportfishing regulations changed the daily limits at Vincent Lake to one walleye more than 50cm and one pike more than 63cm.

"Many anglers and local residents and landowners expressed concern. Lakes that periodically winterkill should have daily harvest with few restrictions other than sharing the catch amongst the anglers," said Makowecki. "In high use areas, such as Vincent Lake, one walleye any size and one pike any size and 10 perch would seem to be realistic regulations." This change would allow the people to use the fish before the next winterkill, he added.

Makowecki also believes the water quality at the lake must be protected by minimizing the addition of nutrients and sediments.

"Several fish habitat restoration options could be considered including lake aeration, increasing and maintaining water levels and the use of various other options that would maintain dissolved oxygen through the winters . . . Restoring such fish habitats and then stocking or transplanting fish should be a high priority for fish managers in Alberta," said Makowecki.

Comments (0)

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Summer Village of Horseshoe Bay

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Agenda Item Summary Report

Agenda Item 10.a & b) CAO Report & Action List

Meeting Date: May 23, 2020

Background

The following documents are attached for information purposes:

- CAO Report to Council
- Action List

Recommendation/RFD/Comments

MOVED BY _____ that council accept the CAO Report and Action List as information.

-Carried-

10. a) & b)

CAO Report and Action List

What

Status & Comments

Because of the COVID-19 pandemic most of the following have not been addressed since the last Council meeting

<p>1 Stormwater Management</p> <p>If we can, we may wish to hold off all capital work until we prioritize the stormwater project and come up with funding alternatives.</p>	<p>The major Capital project for 2020 & 2021 will likely be the Stormwater improvements & drainage mitigation identified in the Stormwater Master Plan. I am trying to prioritize the improvements in the order they should be done, and how they can be funded.</p> <p>The engineering consultant to be hired under our current ACP grant for the pre-design & implementation should be able to help us.</p> <p>Proposals closed May 22, 2020. We are hoping to choose & hire a consultant by mid June. I do not know if we will be in a position to do any work this year.</p>
<p>2 Lake access on Twp. Rd 594 Currently on hold because of COVID-19</p>	<p>Will continue to do work on Twp. Rd 594 in Boat Launch area, gravel road and parking area. The surveyors, doing the water boundary determination, told me that we do not need Alberta Environments approval to develop the road allowance or place a dock within the road allowance boundaries. They staked out the boundary width & location of the road allowance. Most of it is over grown with willows & trees, which we may have to remove, before gravelling.</p>
<p>3 Roads. Non-routine maintenance Paving, crack sealing & pot hole repair.</p>	<p>a) There are a couple of pot holes forming, which we may wish to have done this year, or next year, at the same time as crack sealing.</p> <p>b) Darcy Paulichuk told me we should consider doing a surface treatment to our pavement. It is showing signs of oxidizing. Can consider for 2021 budget.</p>
<p>4 Sub-divide 2 new lots from reserve lots & determination of water boundaries</p>	<p>Explore Surveys have done the survey work for the natural water boundaries determination. They are consulting with our Subdivision Authority on how and when to present it and the two new lots to Alberta Environment for their review and approval.</p>
<p>5 Martin Rec. Center betterment & enhancement project.</p>	<p>This project is still on hold until we identify stormwater work and funding.</p>
<p>6 Weed & pest control Himalayan Balsam & beaver control Creek clean up and maintenance.</p>	<p>County of St Paul plan to spray the Himalayan Balsam on June 1. They are having trouble accessing the area with their equipment because of trees, deadfall & willows. The main infestation is from lot 71 to 82</p> <p>Lloyd has cleared the path of deadfall & trees to below lot 73.</p> <p>The area from lot 74 to 82 requires a lot of heavy work. I think we should consider hiring a contractor to cut down and a remove a lot of the old trees and willows.</p> <p>This would not only help us get the Himalayan balsam under control. It would make it safer for the workers, and help act as a wildfire break.</p>

10.a)



Summer Village of Horseshoe Bay

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Agenda Item Summary Report

Agenda Item 11.a) Financial Reports

Meeting Date: May 23, 2020

Background

Financial Reports for 4 months ended April 30, 2020:

- Actual Year-to-Date to Budget,
- Cheque log: for the month of April 30, 2020
- April 30, 2020 Bank Reconciliation

Recommendation/RFD/Comments

MOVED BY _____ that the April 30, 2020 **financial reports**, be accepted as presented.

-Carried-

11 a)

Summer Village of Horseshoe Bay
Actual Year to Date to Budget
For the 4 months ended April 30, 2020

	Budget 2020	YTD Apr. 30/20
REVENUE		
Taxation Revenue		
Residential Property Tax	\$ 98,085	\$ -
Minimum Residential Property Tax	16,869	-
Total Municipal Res. Property Tax	114,954	-
Non-Residential property tax	1,246	
Non-Residential minimum tax	632	
Non-Res. Linear Property Tax	1,878	
Total Municipal Property Tax	116,832	-
Education Requisition transfers out	41,680	-
DI Property Tax Requisition	-	-
Total Net Tax Revenue	75,152	-
Other Revenue		
User Fees & sales (Certificate fees, Sales, etc)	300	175
Interest Revenue	889	711
Penalties & Costs on Taxes	700	191
Permits & licenses	300	100
Miscellaneous Revenue		-
Recreation Revenue	2,000	-
Total Other Revenue	4,189	1,177
Funding from Grants		
Transfer MSI Op grant	6,818	
Transfer ACP grant Stormwater Mngt & Drainage	246,841	30,405
Total Grant Funding	253,659	30,405
TOTAL REVENUE	333,000	31,582
EXPENSE		
Council		
Council Honorarium	5,700	750
Council Travel & Subsistence	1,800	200
Council Communications - Wi-Fi	500	470
Council Memberships & Registrations	1,000	0
Total Council	9,000	1,420
General & Administrative Expenses		
Administration - Contract	17,600	5,871
Travel & Subsistence	200	0
Advertising & Promotions	100	0
Assessment Services	5,150	2,575
Audit & Legal	6,220	420
Communications - Courier & Postage	600	184
Memberships	1,500	1,444
Gen/Admin Materials, goods & supplies	1,000	1,220
Gen Admin Services & Bank S/C	80	118
Miscellaneous & Other Expenses	100	0
Registrations	100	0
WCB	350	355
WebSite Maintenance	1,000	497
Total General & Administrative Expenses	34,000	12,684

Summer Village of Horseshoe Bay
Actual Year to Date to Budget
For the 4 months ended April 30, 2020

	Budget 2020	YTD Apr. 30/20
EXPENSES continued		
Roads, Streets, Walks, Lighting		
Roads services Crack filling, bridge Insp.	13,000	0 from MSI CAP
Road M & repairs materials	1,659	0
Roads Maintenance County of St Paul	4,000	741
Signage	500	
Stormwater & Drainage	246,841	30,405
Amortization - Roads & Bridges	49,000	16,286
Total Roads, Streets, Walks, Lights	315,000	47,432
Fire & Other Preventive Services		
Police Recovery costs	1,624	
Emergency Management (E911)	300	146
Prevention Services purchased		0
Preventive Services materilas, & supplie	56	0
Fire Expense County of St Paul	2,920	2,920
Reg. Emergency Management Exp	1,600	6
Reg. Occupational Health & Safety	1,000	
MuniSite (WebMap) GIS (AAG)	500	
Total Fire & Preventive Servcies	8,000	3,072
Waste Management		
Waste Management goods & supplies	703	
Waste Management Expenses County	12,297	0
Amortization	1,000	240
Total Waste Management	14,000	240
Planning, Development & IM Collaboration		
ISDAB per diem per meeting & training	1,000	0
IM Collaboration IDP,MDP,LUB,ICF,CARES	0	
Planning, Develop't & IM Collaboration	1,000	0
Parks & Recreation		
Contracted Services - Hall	500	
Contracted Services - Park grass & equip	3,000	900
Contracted Services -non-gov't	1,500	
Total Contracted Services - Labour	5,000	900
Contracted Services County of St. Paul	2,000	
SV share of exp. Rec Class A assets	2,557	
Insurance Rec. Centre & Recreation	2,400	2,368
Purchase of other P&R Services	0	0
Materials, Goods & Supplies	2,543	7
Utilities	4,500	1,223
Small capital purchases	2,000	
Amortization Parks & Recreation	4,000	1,292
Total Parks & Recreation	25,000	5,790
TOTAL OPERATING EXPENSE	406,000	70,638
NET INCOME (Deficit)	-73,000	-39,056
Other		
Government transfers for Capital	133,000	0
Excess (Shortfall) Rev. over Exp.	60,000	-39,056
Adj. for cash items not PSAB Rev. or Exp.		
Tangible Capital Assets expenditures	- 148,000	-8,000
	-88,000	-47,056
Adjustment for non-cash items		
Amortization of TCA	54,000	17,818
Transfer from Unrestricted Surplus for Operationg	4,000	
Transfer from Unrestricted Surplus	30,000	8,000
FINANCIAL PLAN Balance	\$ -	-\$ 21,238

Summer Village of Horseshoe Bay

Cheque Log for A/C#1060 CU Chequing Account from Apr. 1, 2020 to Apr. 30, 2020

Cheques issued for A/C#1060 CU Chequing Account from Apr. 1 to Apr. 30, 2020

2336	4/4/2020	JMD Group LLP	Audit 2019 Financial Statements, FIR, etc.	5,985.00
2337	4/6/2020	Municipal Assessment Services	Assessment Services Apr-June 2020	1,351.88
2338	4/24/2020	AltaGas Utilities	Hall heating Mar to Apr 8/20	129.88
2339	4/24/2020	BMO Bank of Montreal Mastercard	ZOOM subscription - Council Mtgs & Hall supplies	214.26
2340	4/24/2020	Bonnyville Regional Fire Authority	E911 Dispatch Apr - June 2020	73.10
2341	4/24/2020	County of St. Paul	Snow plowing Apr 3/20	200.00
2342	4/24/2020	Direct Energy Reg. Services	Elec Power bills Mar to Apr 14/20	262.70
2343	4/24/2020	MPE Engineering Ltd	Stormwater Mngt. Plans work March invoice	6,836.55
2344	4/30/2020	Norman R Briscoe	Apr Contract & WebSite maintenance	1,498.65
		Total amount paid Apr. 1, 2020 to Apr.30, 2020		<u>16,552.02</u>
		Total amount paid Jan 1, 2020 to Apr. 30, 2020		<u>\$ 105,280.84</u>

This Statement submitted to Council the 23rd day of May, 2020


Norman Briscoe, CAO

Summer Village of Horseshoe Bay
 Servus Credit Union
Bank Reconciliation
 April 30, 2020

Balance of Chequing account per bank statement as at April 30, 2020 \$ 1,477.43

Add Outstanding deposits

Date	Ref No.	Payer/Source	Amount
Apr 29/20	R3202	G & M Leberge Dev. Permit fee	\$ 50.00
Apr 30/20	R3203	Morrow Tchir LLP Tax Cert. fee	25.00
Apr 30/20		Transfer from Saving a/c	3,000.00
Total Outstanding deposits			<u>3,075.00</u>

Sub-total 4,552.43

Less Outstanding cheques & transfers to sav.

Date	Cheque #	Association of Smumer Villages of Alberta	Amount
Apr 24/20	2340	Bonnyville Reg. Fire Authority	\$ 73.10
Apr. 30/20	2335	Norman Briscoe - Contract/Website maint	1,498.65
			<u>1,571.75</u>

Balance of Chequing account as at April 30, 2020 2,980.68

Balance of Chequing a/c per general ledger a/c 1060 2,980.68

Difference April 30, 2020 \$ 0.00

explanation if required.

none

Balance of savings account per bank statement as at April 30, 2020 \$ 245,387.46

Add outstanding transfers from Chequing a/c -

Less outstanding transfer to Chequing a/c 3,000.00

242,387.46

Balance of savings a/c per general ledger a/c 1065 242,387.46

Difference April 30, 2020 \$ 0.00

explanation if required.

Cash in Bank April 30, 2020

General ledger a/c# 1060 Chequing account \$ 2,980.68

General ledger a/c# 1065 Savings account 242,387.46

Cash in Bank April 30, 2020 \$ 245,368.14



 Norman Briscoe, Administrator