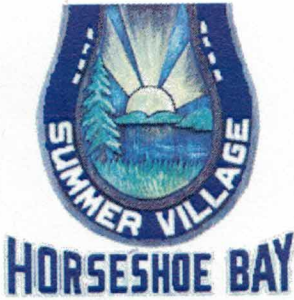


Summer Village of Horseshoe Bay

Agenda: Regular Meeting
Saturday, January 11, 2020
Martin Recreation Center
11:00 a.m.

1. CALL MEETING TO ORDER
2. ACCEPTANCE OF THE AGENDA
 - ✓ a) Additions to Agenda

8.b) Fire Response
8.c) Municipal Reserve ?
3. ADOPTION OF PREVIOUS MINUTES
 - ✓ a) October 11, 2019 Regular Council Meeting
- ✓ 4. PUBLIC HEARINGS – none
- ✓ 5. DELEGATIONS – none
6. BYLAWS
 - ✓ a) Bylaw 126/2020 Temporary Borrowing Bylaw
 - ✓ b) Bylaw 127/2020 ICF Bylaw
 - ✓ c) Bylaw 128/2020 Consolidation of Lots 44 & 43 Point Drive
7. OLD BUSINESS
 - ✓ a) Intermunicipal Subdivision & Development Appeal Board appointee
 - ✓ b) Land Use bylaw
 - ✓ c) Stormwater Management Plan
 - ✓ d) AUMA and/or RMA Membership and insurance
 - ✓ e) Police Funding Model
 - ✓ f) Village Assessment Review Board Member
8. NEW BUSINESS
 - ✓ a) New ACP Grants
 - ✓ b)
9. ✓ COUNCILLOR REPORTS
 - a)
 - b)
 - c)
10. ✓ CAO REPORT AND ACTION LIST
 - a) CAO Report & Action List
11. ✓ FINANCIAL REPORTS.
 - a) For the year ended Dec. 31, 2019 and cheque log October 1 to Dec. 31, 2019
 - b) 2020 Operating and Capital budget
 - c) Grants update
12. ✓ CORRESPONDENCE
13. ✓ CLOSED SESSION
14. NEXT MEETING
15. ADJOURNMENT



Summer Village of Horseshoe Bay

P.O. Box 1778
St. Paul, AB T0A 3A0
Phone: (780)645-4677
Email: svhorseshoebay@gmail.com
Website: www.svhorseshoebay.com

Agenda Item Summary Report

Meeting Date: January 11, 2020

Agenda Item 3.a) Minutes of October 11, 2019 Regular Meeting

Background/Discussion/Options

Minutes of the October 11, 2019 Regular council Meeting are attached, for approval.

Recommendation/RFD/Comments

MOVED BY _____ that the minutes of the October 11, 2019 Regular council meeting be approved as presented.

-Carried-

SUMMER VILLAGE OF HORSESHOE BAY

Minutes of Regular Meeting
Friday, October 11, 2019
Martin Recreation Center
11:00 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 11:04 a.m.

2. **ACCEPTANCE OF AGENDA**

Res. No. 19-10-11-137

MOVED BY Deputy Mayor Dave Amyotte that the agenda be adopted as presented.

-Carried-

3. **APPROVAL OF MINUTES**

Res. No. 19-10-11-138

MOVED BY Mayor Gary Burns that the minutes of the August 17, 2019 regular council meeting be approved as presented.

-Carried-

Res. No. 19-10-11-139

MOVED BY Councilor Eli Gushaty that the minutes of the August, 2019 Organizational 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 at this meeting.

7. OLD BUSINESS

- a) *Res. No. 19-10-11-140* 2018 MAP Review Final Report
MOVED BY Deputy Mayor Dave Amyotte that council accept the MAP Review Summary report as presented.

-Carried-

- b) *Res. No. 19-10-11-141* GST on Intermunicipal Agreements
MOVED BY Mayor Gary Burns that council accept the report as information for discussion.

-Carried-

- c) *Res. No. 19-10-11-142* Multi-Lateral Recreation Agreement
MOVED BY Deputy Mayor Dave Amyotte that council approve the Multi-lateral Recreation Agreement for Class A facilities with a funding formula of 75% Population and 25% Equalized Assessment.

-Carried-

8. NEW BUSINESS

- a) *Res. No. 19-10-11-143* 2020 Interim Budget
MOVED BY Mayor Gary Burns that Council approve the 2020 Interim budget for the 6 months ended June 30, 2020 as follows:

Revenue	
Total Property Tax Revenue	\$114,273
Less: School & DIP Requisitions	<u>41,435</u>
Net Municipal Property Taxes	72,838
Other Revenue	3,162
Government Transfers for Grants	<u>153,000</u>
Total Revenue	<u>229,000</u>
Expenses	
Operating Expenses	<u>124,000</u>
Excess of Revenue over Expenses,	
Before Capital Expenditures	105,000
Capital Expenditures	<u>150,000</u>
Deficiency of Revenue over Expenses,	
Before non-cash items	-45,000
Adjustment for non-cash items	26,900
Transfer from Unrestricted Surplus	<u>30,000</u>
Financial Plan Balance	<u>\$ 11,900</u>

-Carried-

- b) *Res. No. 19-10-11-144* Proposed Police Funding Model
MOVED BY Mayor Gary Burns that council accept the report as information.
-Carried-
- c) *Res. No. 19-10-11-145* Fire Permits
MOVED BY Mayor Gary Burns that council request the County of St. Paul No. 19 to appoint Norman Briscoe, as a Fire Guardian and have him issue and sign Fire Permits on their behalf.
-Carried-
- d) *Res. No. 19-10-11-146* Applications for Temporary Seasonal Docks
MOVED BY Mayor Gary Burns that council accept the report as presented, and authorize administration to assist residents with obtaining the authorizations from Alberta Environment and Parks.
-Carried-
- e) *Res. No. 19-10-11-147* North Saskatchewan Watershed Alliance (NSWA)
MOVED BY Deputy Mayor Dave Amyotte that council approve a municipal contribution of \$0.50 per capita, totaling \$36.50, to the NSWA for the 2020 calendar year.
-Carried-
- f) *Res. No. 19-10-11-148* Public Works Position
MOVED BY Councilor Eli Gushaty that council accept administrations report on the hiring of a new Public Works contractor for the Summer Village.
-Carried-
- g) *Res. No. 19-10-11-149* Fire Services Training Program Grant
MOVED BY Mayor Gary Burns that council, in collaboration with the Town of St. Paul, County of St. Paul and Town of Elk Point, provide a letter of support to the Director of Protective Services, for a 2019/2020 FSTP training grant.
-Carried-

- h) *Res. No. 19-10-11-150* Municipal Indicators for SVHB
MOVED BY Deputy Mayor Dave Amyotte that council accept the letter from Alberta Municipal Affairs as information.

-Carried-

- i) *Res. No. 19-10-11-151* Farm Safety Centre – Safety Smarts Program
MOVED BY Mayor Gary Burns that council decline to contribute to the Farm Safety Smarts Educational Program.

-Carried-

9. COUNCIL REPORTS

- Res. No. 19-10-11-152* MOVED BY Mayor Gary Burns that administration contact Rural Municipalities of Alberta (RMA) to obtain a quote on membership and insurance coverage for the Summer Village.

-Carried-

- Res. No. 19-10-11-153* MOVED BY Mayor Gary Burns that the Summer Village host a social gathering of the regional councils and administration.

-Carried-

- Res. No. 19-10-11-154* MOVED BY Deputy Mayor Dave Amyotte to accept the Councilor reports for information.

-Carried-

10. CAO REPORT AND ACTION LIST

- Res. No. 19-10-11-155* MOVED BY Deputy Mayor Dave Amyotte that the CAO Report and Action list be approved as presented.

-Carried-

11. FINANCIAL REPORTS

Res. No. 19-10-11-156

MOVED BY Mayor Gary Burns that the financial reports, including the cheque log and bank reconciliation to September 30, 2019, be accepted for information.

-Carried-

12. CORRESPONDENCE

There was no correspondence.

13. NEXT MEETING

Res. No. 19-10-11-157

MOVED BY Mayor Gary Burns to set the next regular Council meeting on January 11, 2020 at 11:00 a.m.

-Carried-

14. ADJOURNMENT

Being that the agenda matters have been concluded the meeting adjourned at 12:46 p.m.

Mayor

Date

Administrator



Summer Village of Horseshoe Bay

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Agenda Item Summary Report

Agenda Item 6.a) Temporary Borrowing Bylaw 126/2020

Meeting Date: January 11, 2020

Background

A Bylaw of the Summer Village of Horseshoe Bay to Authorize the Temporary Borrowing of Funds to meet Operating Expenditures.

This bylaw authorizes the CAO to borrow from time to time from the Servius Credit Union, by means of overdraft, promissory note or similar forms of obligation, such sums of money as is required to meet current expenditures of the Summer Village until such time as the taxes levied therefore can be collected.

Recommendation/RFD/Comments

MOVED BY _____ that Bylaw 126/2020, Authorizing the Temporary Borrowing of Funds to meet operating expenditures, be given first reading.

-Carried-

MOVED BY _____ that Bylaw 126/2020, be given second reading.

-Carried-

MOVED BY _____ that Bylaw 126/2020, be presented at this meeting for third and final reading.

-Carried Unanimously-

MOVED BY _____ that Temporary Borrowing Bylaw 126/2020, be given third and final reading.

-Carried-

6.a)

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

BY-LAW NO. 126/2020

**A Bylaw of the Summer Village of Horseshoe Bay in the Province of Alberta, to
Authorize the Temporary Borrowing of Funds to Meet Operating Expenditures.**

WHEREAS, Sections 251 and 256 of the *Municipal Government Act* authorizes municipalities to make a borrowing for the purpose of financing operating expenditures, subject to certain conditions:

NOW THEREFORE, the Municipal Council of the Summer Village of Horseshoe Bay duly assembled, enacts as follows:

This bylaw may be referred to as the "Temporary Borrowing Bylaw".

1. Authorization for Borrowing

- 1.1 Pursuant to the provisions of Section 251 of the Act, the Chief Administrative Officer (CAO) is hereby authorized to borrow from time to time from the Servus Credit Union, by means of overdraft, promissory note or similar forms of obligation, such sums of money as is required to meet the current operating expenditures of the Summer Village until such time as the taxes levied therefore can be collected.

2. Definitions in this Bylaw:

- 2.1 "**Act**" means the *Municipal Government Act, R.S.A. 2000, c.M-26* as may be amended from time to time or any legislation which replaces the *Act* and includes any regulation to the *Act* or to any replacement legislation;
- 2.2 "**Borrowing**" shall refer to any and all financing advanced pursuant to this Bylaw;
- 2.3 "**Summer Village**" means the Summer Village of Horseshoe Bay;
- 2.4 "**Council**" means the duly elected officers of the Summer Village of Horseshoe;
- 2.5 "**Prime Lending Rate**" means the floating annual rate of interest established from time to time by the Servus Credit Union as the base rate it will use to determine rates of interest on loans.

3. Conditions of Borrowing

- 3.1 The money obtained by the Summer Village from a borrowing shall be used for the purpose of financing operating expenditures.
- 3.2 Such borrowing at any one time shall not exceed \$30,000 and the term of borrowing cannot exceed three (3) years.
- 3.3 If the Summer Village is required to pay the principal and interest owing under the loan, monies will be raised through property taxes and other general revenue.
- 3.4 Interest on the Loan will be calculated at a rate not exceeding the interest rate fixed by the Servus Credit Union at one percent (1%) above the prime rate in affect at the time of borrowing, not to exceed 10% per annum.

3.5 The Council of the Summer Village of Horseshoe Bay doth hereby pledge and charge to the Servus Credit Union as security for the payment of the monies to be borrowed hereunder and the interest thereon as aforesaid the whole of the unpaid taxes and penalties on taxes assessed and levied by the Summer Village of Horseshoe Bay in prior years, together with penalties thereon and the whole of the taxes for the current year and the Summer Village of Horseshoe Bay shall deposit on account with the Servus Credit Union all of the said taxes and penalties as collected, as security for the payment of the monies borrowed hereunder and interest thereon, but the Credit Union shall not be restricted to the said taxes and penalties for such payment, nor shall it be bound to wait for such payment until such taxes and penalties can be collected nor be required to see that they are deposited as aforesaid.

4. By-Law 119/2019 is hereby repealed upon the final passing of this By-Law.

This By-Law shall come into effect upon the final passing thereof.

Read a first time in Council this 11th day of January, 2020.

Read a second time in Council this 11th day of January, 2020.

Read a third time in Council this 11th day of January, 2020.

Gary Burns, Mayor

Norman Briscoe, CAO



Summer Village of Horseshoe Bay

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Website: www.svhorseshoebay.com

Agenda Item Summary Report

Agenda Item 6.b) Intermunicipal Collaboration Framework Bylaw 127/2020

Meeting Date: January 11, 2020

Background

Pursuant to Section 708.28 of the MGA states that municipalities that have common boundaries must create a framework with each other.

The County of St. Paul / Summer Village of Horseshoe Bay Intermunicipal Collaboration Framework (ICF) is now completed.

The attached bylaw adopts the ICF and shall come into effect upon final reading.

Recommendation/RFD/Comments

MOVED BY _____ that Bylaw 127/2020, establishing an Intermunicipal Collaboration Framework between the County of St. Paul and the Summer Village, be given first reading.

-Carried-

MOVED BY _____ that Bylaw 127/2020, be given second reading.

-Carried-

MOVED BY _____ that Bylaw 127/2020, be presented at this meeting for third and final reading.

-Carried Unanimously-

MOVED BY _____ that Intermunicipal Collaboration Framework Bylaw 127/2020, be given third and final reading.

-Carried-

(6.b)

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

BYLAW 127/2020

A bylaw to establish an intermunicipal collaboration framework between the County of St. Paul and the Summer Village of Horseshoe Bay.

WHEREAS pursuant to Section 708.28 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, and amendments thereto, municipalities that have common boundaries must, within 2 years from the coming into force of this section, create a framework with each other; and

WHEREAS the County of St. Paul and Summer Village of Horseshoe Bay have a common boundary with one another; and

WHEREAS pursuant to Section 708.33 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, and amendments thereto, municipalities must create a framework by adopting matching bylaws that contain the framework;

NOW THEREFORE, the Council of the Summer Village of Horseshoe Bay, duly assembled, enacts as follows:

1. The County of St. Paul / Summer Village of Horseshoe Bay Intermunicipal Collaboration Framework, attached hereto, is adopted;
2. That this Bylaw may be cited as the "County of St. Paul / Summer Village of Horseshoe Bay ICF Bylaw"; and
3. This Bylaw shall come into effect upon the date of the final reading thereof.

Read a first time this 11th Day OF January, A.D., 2020.

Read a second time this 11th Day OF January, A.D., 2020.

Read a third time and finally passed this 11th Day OF January, A.D., 2020.

Mayor Gary Burns

Norman Briscoe, CAO



Summer Village of Horseshoe Bay

Box 1778 St. Paul, AB T0A 3A0

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Website: www.svhorseshoebay.com

Agenda Item Summary Report

Agenda Item 6.c) Consolidation of Lots 44 & 43 Point Drive into one lot - Bylaw 128/2020

Meeting Date: January 11, 2020

Background

The purpose of Bylaw 128/2020 is to consolidate two lots into one lot, so that the owners of 44 & 43 Point Drive (civic address) can construct a 1000 sq. ft. addition to the existing house located on 44 Point Drive. The existing house is located close to the property line between 44 & 43 Point Drive, so the addition will encroach onto lot 43. A consolidation of the two lots into one is therefore required. Both lots are owned by the same owners. The legal address of 44 & 43 Point Drive is Lots 20 & 21, Block 2, Plan No. 4480TR.

A consolidation of lots does not require notice to adjacent property owners.

Bylaw 128/2020 is a Bylaw of the Summer Village of Horseshoe Bay in the Province of Alberta to order the cancellation of Lots 20 & 21, Block 2, Plan 4480TR and the Registrar of Land Titles issuance of a new certificate of title for the land described as Lot 20A, Block 2, Plan 4480TR.

Recommendation/RFD/Comments

MOVED BY _____ that Bylaw 128/2020 to cancel Lots 20 & 21 Block 2, Plan 4480TR in their entirety and that The Registrar of Land Titles issue a new certificate of title for the land described as Lot 20A, Block 2, Plan 4480TR, be given first reading.

-Carried-

MOVED BY _____ that Bylaw 128/2020, be given second reading.

-Carried-

MOVED BY _____ that Bylaw 128/2020 to cancel Lots 20 & 21 Block 2, Plan 4480TR and the issuance of a new certificate of title for a new Lot 20A, Block 2, Plan 4480TR, be presented at this meeting for third and final reading.

-Carried Unanimously-

MOVED BY _____ that Bylaw 128/2020 be given third and final reading.

-Carried-

(b.c)



Norman Briscoe <svhorseshoebay@gmail.com>

RE: Lot 20-21 Block 2 Plan 4480TR

Jane Dauphinee <j.dauphinee@munplan.ab.ca>

Wed, Dec 11, 2019 at 4:09 PM

To: Chad Chantry <chad@crjtrucking.ca>, MPS Admin <s.barrett@munplan.ab.ca>, Norman Briscoe <svhorseshoebay@gmail.com>

Cc: "shaylene_silver@hotmail.com" <shaylene_silver@hotmail.com>

Hi Norman, Chad and Shaylene,

Please find attached a draft partial plan cancellation bylaw to facilitate the consolidation of your 2 lots. It is our understanding that you wish to consolidate the two lots in order to build an addition onto your existing dwelling. This bylaw must be taken to Council for their consideration. Once it has received 3 readings a certified true copy of the bylaw can be submitted to Land Titles to register the new lot. If you need help with that part please let us know. I have attached the link to the Land Titles submission information to this email. <http://www.servicealberta.ca/pdf/ltmanual/SUR-9.pdf>

Of note, I think that all owners will end up on the new title. So – your parents names will be transferred over to the title of the new lot. There may be a way around this if it is a problem but I am not sure how you do it. You will have to contact Land Titles directly for that information.

If you have any further questions please let me know.

Sincerely,

JANE DAUPHINEE RPP, MCIP

Principal & Senior Planner | Municipal Planning Services (2009) Ltd.

Phone: 780.486.1991

Visit: #206 17511-107 Avenue | Edmonton, AB | T5S 1E5

Confidentiality Warning: This message and any attachments are intended only for the use of the intended recipient(s), are confidential, and may be privileged. If you are not the intended recipient, you are hereby notified that any review, retransmission, conversion to hard copy, copying, circulation or other use of this message and any attachments is unauthorized. If you are not the intended recipient, please notify the sender immediately by return e-mail, and delete this message and any attachments. Thank you.

From: Chad Chantry <chad@crjtrucking.ca>**Sent:** December 7, 2019 2:50 PM**To:** MPS Admin <s.barrett@munplan.ab.ca>

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

BYLAW NO. 128/2020

A Bylaw of the Summer Village of Horseshoe Bay in the Province of Alberta, to cancel part of Subdivision Plan No. 4480TR registered in respect of part of NW 24-59-10-W4 located within the boundaries of the Summer Village of Horseshoe Bay.

WHEREAS Shaylene Silver, Chad Micheal Chantry, Shannon May Chantry and Terry R. Beringuette of the Town of St. Paul, Alberta, T0A 3A1 are the registered owners of that parcel of land legally described as Lots 20 & 21, Block 2, Plan No. 4480TR;

AND WHEREAS the said owners have requested that Lots 20 & 21, Block 2, Plan No. 4480TR be canceled and consolidated into one parcel;

AND WHEREAS Section 658(1) of the Municipal Government Act, S.A., c.M-26.1, as amended, provides that a Council may, on the application of one or more owners of a parcel of land in a plan of subdivision, order the plan canceled in whole or in part;

NOW THEREFORE the Council of the Summer Village of Horseshoe Bay, duly assembled, enacts the following:

1. That Lots 20 & 21, Block 2, Plan No. 4480TR are hereby canceled in their entirety.
2. That the Registrar of Land Titles issue a new certificate of title for the land described as follows:
 1. Lot 20A
Block 2
Plan 4480TR

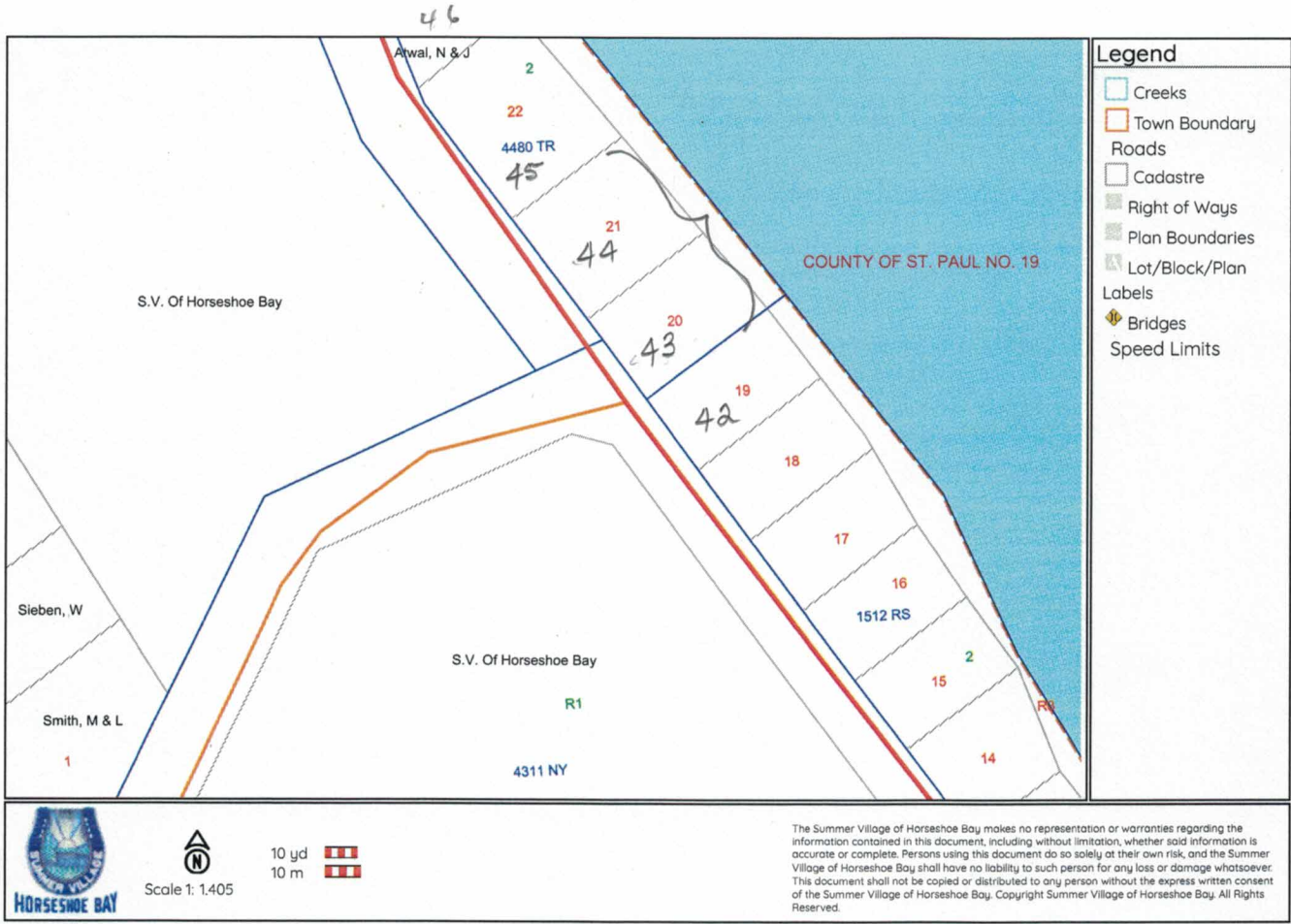
READ A FIRST TIME THIS 11th DAY OF JANUARY, A.D. 2020.

READ A SECOND TIME THIS 11th DAY OF JANUARY, A.D. 2020.

READ A THIRD TIME AND FINALLY PASSED THIS 11th DAY OF JANUARY, 2020.

Gary Burns, Mayor

Norman Briscoe, CAO





Summer Village of Horseshoe Bay

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Agenda Item Summary Report

Agenda Item 7.a) Intermunicipal Subdivision & Development Appeal Board (ISDAB)
appointee

Meeting Date: January 11, 2020

Background

At the Summer Village August 17, 2019 Organizational meeting, Deputy Mayor Dave Amyotte was appointed as the Village representative on the ISDAB Board. However, according to Section 3.1, of the ISDAB agreement, ISDAB Membership, the Summer Village shall appoint one (1) at-large member.

Therefore, August 17, 2019 Resolution No. 19-08-17-132 appointing Deputy Mayor Dave Amyotte, needs to be rescinded, and a new resolution made appointing Wayne Overbo as the Village member at-large on the ISDAB.

Recommendation/RFD/Comments

MOVED BY _____ that council rescind August 17, 2019 Resolution No. 19-08-132, appointing Deputy Mayor Dave Amyotte to the ISDAB, as the appointee shall be an at-large member.

-Carried-

MOVED BY _____ that council re-appoint Wayne Overbo as an at-large member to the Intermunicipal Subdivision and Development Appeal Board.

-Carried-

7.a)

3.0 ISDAB MEMBERSHIP

- 3.1 The ISDAB shall consist of four (4) Municipalities. The County and Town shall each appoint two (2) elected officials and five (5) at-large Members. Elk Point shall appoint one (1) elected official and three (3) at-large Members. The Summer Village shall appoint one (1) at-large Member. Hearings shall take place with five (5) Members.
- 3.2 Where a Member of Council is appointed to the ISDAB, their appointment shall terminate upon their ceasing to be a member of Council.
- 3.3 All appointed Members to the ISDAB must be fully trained in accordance with the Act prior to sitting for a hearing.
- 3.4 Each hearing of the ISDAB shall have a quorum of five (5) eligible Members required to attend. As each hearing is only allowed one elected official, that elected official shall not be from the Municipality where the appeal is generated.
- 3.5 Any Member appointed by the Municipalities is eligible to attend a hearing.
- 3.6 Each appointed Member of the ISDAB shall be appointed for a term of three (3) years and may be re-appointed upon the expiry of their term.
- 3.7 Members may be appointed or removed by resolution as required by the respective municipalities.
- 3.8 A Member appointed by the Municipality where the subdivision and development appeal is generated, shall not chair the hearing.
- 3.9 If applicable, each municipality's Code of Conduct will apply to their respective Members.
- 3.10 Under extraordinary circumstances, such as when a large number of Members of the ISDAB may have a potential conflict of interest or are unable to attend a hearing, Councils may appoint additional Members for a specific, short period of time to ensure the ISDAB will have a quorum, provided the additional Member is fully trained.

4.0 ISDAB CLERK

- 4.1 The position of designated officer for the limited purpose of carrying out the function of the Clerk to the ISDAB is hereby established.
- 4.2 The four Municipalities shall each appoint one (1) employee as Clerk to handle the duties of the position for the Board.
- 4.3 At their discretion, the Municipalities may elect to jointly appoint and train a non-employee as Clerk to carry out duties as required. If the Municipalities opt to do so, a contract shall be executed with the appointed Clerk that will establish a list of duties, terms of reference, and remuneration rates for the provision of Clerk duties.
- 4.4 The responsibilities of the Clerk are as follows:
 - a) Ensure that all statutory requirements of the ISDAB are met;



Summer Village of Horseshoe Bay

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Agenda Item Summary Report

Agenda Item 7.b) Land Use Bylaw Update

Meeting Date: January 11, 2020

Background

Land Use Bylaw edits and updates are still being worked on.

It is hoped to have a draft completed for an open house/public meeting on May or July long-weekend.

See email from ISL attached.

Recommendation/RFD/Comments

For discussion and information.



Norman Briscoe <svhorseshoebay@gmail.com>

SVHB LUB Completion Schedule

David Schoor <dschoor@islengineering.com>

Fri, Dec 6, 2019 at 1:56 PM

To: Norman Briscoe <svhorseshoebay@gmail.com>

Cc: "Ken Gwozdz (cao@elkpoint.ca)" <cao@elkpoint.ca>

Hi Norm, great to speak with you today. Based on our discussion I understand the following:

- You will make updates or edits to the LUB in December and January
- By February or March you will have provided the LUB to ISL
- ISL will review edits, provide comments and discuss changes
- Norm and ISL will then discuss scope and effort to complete, and align both with the existing contract
- SVHB to host an open house during the May or July long weekend
- SVHB would to approve the LUB after the open house.

I'm looking forward to working with you over the coming months, and hope you have a great December and holiday season!

David Schoor, MCP, RPP, MCIP | Senior Planner
ISL Engineering and Land Services Ltd.

From: Norman Briscoe [mailto:svhorseshoebay@gmail.com]

Sent: Monday, December 2, 2019 8:00 AM

To: David Schoor <dschoor@islengineering.com>

Subject: Re: LUB

Lets make it Friday at 1:00pm Dec 6, 2019

Norman R. Briscoe

Chief Administration Officer

Summer Village of Horseshoe Bay

PO Box 1778



Summer Village of Horseshoe Bay

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Agenda Item Summary Report

Agenda Item 7.c) Stormwater Management Plan

Meeting Date: January 11, 2020

Background

MPE Engineering has completed a draft report of a comprehensive drainage study for the Summer Village of Horseshoe Bay. The report includes 10 proposed improvements to alleviate flooding.

The report, complete with maps, is attached.

One of the 2020 ACP Projects is an ACP grant for Stormwater Pre-Design & Implementation, which will be discussed in Agenda Item 8.c).

Recommendation/RFD/Comments

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

7.c)



Norman Briscoe <svhorseshoebay@gmail.com>

Draft communications to Village residents on drainage issues

Juan Zhang <jzhang@mpe.ca>

Fri, Dec 20, 2019 at 3:09 PM

To: "svhorseshoebay@gmail.com" <svhorseshoebay@gmail.com>

Cc: David Seeliger <dseeliger@mpe.ca>, Mike Dowhun <mdowhun@mpe.ca>, Jill Hardy <jhardy@mpe.ca>

Hi Norm,

Pease see attached for the draft communications document to the Village residents regarding drainage issues and proposed improvements. Since this is a draft, please don't hesitate to let us know if you have any questions or comments!

An early Merry Christmas and Happy Holidays!

Juan Zhang, M.A.Sc., P.Eng.

Design Engineer

Tel. (403) 219-6309

Cel. (403) 397-8456

Fax. (403) 250-1518

Email. jzhang@mpe.ca

www.mpe.ca



Horseshoe Bay- Communications to town residents - DRAFT.pdf
9077K

Summer Village of Horseshoe Bay: Proposed Stormwater Drainage Improvements

As part of a comprehensive drainage study for the Summer Village of Horseshoe Bay (Village), a number of locations have been analyzed to identify improvements to reduce flooding and resolve drainage issues. The analysis was carried out based on information gathered through an open house session with the Village residents, GIS dataset, LiDAR, field surveys and computer modelling. Proposed improvements (shown on **Figure 1**) to alleviate flooding include:

1. Construction of a drainage swale and/or stormwater pipe at the south end of Point Drive;
2. Upgrade of the culvert crossing Horseshoe Bay Drive;
3. Upgrade of the culvert crossing Coney Drive;
4. Construction of curb and gutter along the west side of Coney Drive and a shallow asphalt swale crossing the driveway of Lot 84;
5. Construction of roadside ditches along the west side of Horseshoe Bay Drive;
6. Construction of roadside ditches along the east side of Horseshoe Bay Drive and between Lots 19 and 20;
7. Construction of a ditch on the west and north perimeter of Lot 9 on Martin Point Drive;
8. Construction of a berm in 24ER land to better define flow paths in the area;
9. Construction of ditches along Homestead Trail, between Lots 96 and 97, and through the reserve parcel; and
10. Construction of culvert and ditches (or catch basins and pipes) to drain the low spot on Lot 143 through Lot 125.

The proposed improvements will help resolve drainage issues and reduce flood risk to affected properties by directing stormwater through controlled flow paths.



Upgrades

- Culvert Upsize / Re-grade
- Culvert Maintenance
- New Culvert
- New Ditch
- New Asphalt Swale
- New Curb & Gutter
- Barrier
- Village Boundary

 HORSHOE BAY	 MPE Engineering Ltd.	PROPOSED DRAINAGE UPGRADES LOCATION PLAN
SCALE: 1:5000	DATE: DECEMBER 2019	JOB: 5583-001-00
		FIGURE: 1

Summer Village of Horseshoe Bay: Proposed Stormwater Drainage Improvements

Detailed descriptions of the drainage issues and improvements are provided below and shown on **Figure 1**. Where there are options available, alternatives are shown on **Figures 2 and 3**.

Drainage issue: Localized flooding along Point Drive

Stormwater runoff generated along Point Drive naturally drains to a low area on the east side of the road. An existing 200 mm culvert crosses Point Drive to facilitate drainage from the east side to the west side. The culvert invert on the east side is higher than the low area, which results in localized flooding.

On the west side, stormwater runoff generated from the Lots 27 and 28 and the adjacent roadway drains north toward Lot 26, then spills mostly west through Lot 26 to Vincent Lake. As a result, Lot 26 experiences localized flooding of the yard and building structures.







Improvement 1: Construction of a culvert crossing Point Drive and a ditch along the south perimeter of Lot 26. The new culvert with the inlet located at the northwest low point of Lot 8 will convey stormwater runoff to the west crossing Point Drive, where the ditch along the south perimeter of Lot 26 will continue to convey the runoff west toward the back of the Lot. The ditch will also intercept the runoff generated from Point Drive and Lot 27 and 28, and direct it away from the building structures on Lot 26.

Improvement 1 (Option – Figure 2): Involves the construction of an underground stormwater main and a new curb and gutter along the west side of Point Drive. The proposed curb and gutter along the west side of Point Drive will intercept runoff generated from the roadway and convey it toward catch basins connected to the stormwater main. Another grated top manhole would be required on the low point of Lot 31 to drain the ponded area.

On the west side, a proposed drainage swale would divert remaining flow which is not captured by the stormwater drainage system.



Upgrades

-  New Ditch
-  New Culvert
-  New Storm Pipe
-  New Curb & Gutter
-  New Catchbasin
-  Village Boundary



PROPOSED DRAINAGE UPGRADES

Alternative Options
Improvements 1, 5, 6

SCALE: 1:2500

DATE: DECEMBER 2019

JOB: 5583-001-00

FIGURE: 2

Summer Village of Horseshoe Bay: Proposed Stormwater Drainage Improvements

Drainage Issue: Localized flooding along Horseshoe Bay Drive

The reserve land (Lot R1) located on the north side of Horseshoe Bay Drive is subject to localized flooding. Drainage from the subdivisions north of the road naturally flow towards this reserve. An existing 300 mm culvert crossing Horseshoe Bay Drive is used to divert flow from the north to the south side of the road towards the lake. However, the culvert itself is plugged which allows backups to occur on the north side of the road.

Improvement 2: Upsizing and relocation of the existing culvert further east to the natural flow point would allow the drainage from the north to pass through unimpeded to the south.

Drainage Issue: Localized flooding on Coney Drive

The existing 400 mm culvert crossing Coney Drive from south to north is plugged, resulting in backups upstream and potential flooding of the adjacent private property.

Improvement 3: Maintenance to be completed on the existing culvert to alleviate blockages in the flow path. Should backups continue, construction of a new culvert may be required. The new culvert would be sized at 600 mm and should be installed west of the original culvert at the spill point of the roadway. The culvert inlet should be lowered to reduce the footprint of the ponded area.

Drainage Issue: Overland flow on Coney Drive

The west slope of a high spot beside Coney Drive drains west across the road toward Lot 84 during storm events and causes drainage issues.

Improvement 4: Construction of curb and gutter along the west side of Coney drive in front of Lot 84 to intercept runoff from the high spot, and a shallow concrete swale to direct stormwater across the driveway.

Summer Village of Horseshoe Bay: Proposed Stormwater Drainage Improvements

Drainage Issue: Localized flooding along Horseshoe Bay Drive

Two areas along Horseshoe Bay Drive have been noted as having localized flooding, including one area in front of Lot 73 adjacent to the roadway, with the second area located further south between Lots 19 and 20. Based on the topography, both areas are in low spots.

Improvement 5: To alleviate the flooding in front of Lot 73, a drainage ditch along the west side of the road would allow accumulated water to drain southwards towards a reserve parcel of land (Lot R2). A drainage easement would need to be obtained across a private parcel to facilitate the flow of water.

Improvement 6: The low area between Lots 19 and 20 receive runoff from both the north and south; as such a drainage ditch is proposed to be implemented along the property line to allow water to drain eastwards to the lake. A road ditch along the east side of the road would help direct the overland flow to the designated drainage path.

Improvement 6 (option – Figure 2): Alternatively, installation of a culvert across Horseshoe Bay Drive to facilitate drainage from the east side to Lot R2 on the west may be a possibility. Ditches along the road would still be required to direct the flow to the culvert. A smaller drainage swale between Lots 19 and 20 would help to divert localized drainage that is not captured by the ditches.

Drainage Issue: Localized flooding along Martin Point Drive

In front of #9 Martin Point Drive is a low-lying area which results in localized flooding. The natural drainage is from the southwest, in addition to a high spot located on the reserve land on the north side of the private property. No clear drainage path away from this area is defined.

Improvement 7: Constructing a drainage ditch along the road in front of Lot 9 and along the south boundary of the reserve land would help divert water flow away from this low area. Note that the natural low area will still accumulate water during rainfall events, and as such could be brought up in order to reduce the amount of accumulation.

Summer Village of Horseshoe Bay: Proposed Stormwater Drainage Improvements

Drainage Issue: Localized flooding along Homestead Trail

Natural drainage along Homestead Trail is from west to east where there is a lack of defined drainage paths to allow runoff through to the lake. Localized flooding has been noted on the east side of the road between Lots 103 and 104, as well as between Lots 96 and 97.

On the west side of the road in the Environmental Reserve (Lot 24ER), localized flooding is also occurring. At the corner of Lot 121, the drainage in the reserve splits with a portion naturally flowing towards Homestead Trail and the remaining flows towards the south through the reserve. Localized flooding at Homestead Trail is occurring due to a lack of drainage path towards the east.






Improvement 8: At the southern portion of Lot 121, a berm would be constructed to clearly define the drainage paths towards the east and west. This prevents any stormwater spills to the east toward Homestead Trail and the homes along it after heavy rainfalls.

Improvement 9: In order to alleviate the localized flooding, clearly defined drainage ditches are proposed to be constructed along Homestead Trail. Drainage swales are proposed to facilitate the natural drainage towards the east at the reserve parcel (Lot R2) located between Lots 102 and 103, as well as between Lots 96 and 97. Culverts to facilitate crossing of the road and driveways will be required.

Alternative alignments for Improvement 8 and 9 are shown on Figure 3.



Upgrades

-  New Culvert
-  New Storm Pipe
-  New Ditch
-  Village Boundary
-  Barrier

		PROPOSED DRAINAGE UPGRADES	
		Alternative Options Improvements 8, 9, 10	
SCALE: 1:3,500	DATE: DECEMBER 2019	JOB: 5583-001-00	FIGURE: 3

Summer Village of Horseshoe Bay: Proposed Stormwater Drainage Improvements

Drainage Issue: Localized flooding along Russel Drive

A low-lying area is located at 143 Russel Drive where there is no natural drainage path away from this area. An existing 400 mm culvert has previously been constructed through the road. However, the inverts are higher than the water elevation and the culvert is reversely graded to drain from the east to the west.

Improvement 10: To alleviate some of the flooding at this location, a drainage path will need to be defined, which would allow the water to drain away from the area. Two options are considered. Option 1 is the construction of a culvert crossing Russel Drive and a ditch directing water toward the east through Lot 125. Option 2 (Figure 3) is the installation of a stormwater catch basin and pipes to drain ponded stormwater to the east. The pipe would daylight as it approaches the back of Lot 125 where ground slopes steeply to the east. The runoff will be discharged into a ditch that leads further toward the east until it reaches the property line. Appropriate erosion control devices will need to be installed.

To reduce the depth of the infrastructure proposed, the low area could be filled in to reduce the level of water being retained. Alternatively, the infrastructure could be installed to facilitate the lowering of the existing water level but not eliminate storage altogether.



Summer Village of Horseshoe Bay

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Website: www.svhorseshoebay.com

Agenda Item Summary Report

Agenda Item 7.d) AUMA Membership & Insurance
RMA Membership & Insurance

Meeting Date: January 11, 2020

Background

Insurance rates from AMSC for 2020 are not available. The renewal policy documentation will be available in early 2020. AUMA informed Norman that insurance rates are expected to rise by approximately 30%. They are trying to keep their increase to 10% or less. General Insurance for 2019 from AUMA/AMSC was \$2,271.84

The Village 2020 General Insurance Renewal Binder is attached.

Administration received a quote for 2020 insurance from the Rural Municipalities Association (RMA) for a total premium of \$5,894.00

Recommendation/RFD/Comments

For Information only. Administration will advise when more information is available.

7.d)



December 31, 2019

Your 2020 General Insurance Renewal Binder

Dear AMSC General Insurance Program member,

Thank-you for the opportunity to be your insurance advisor throughout 2019 and again in 2020. We are pleased to confirm the 2020 renewal of the General Insurance Program from January 1, 2020 to December 31, 2020, inclusive. Your renewal policy documentation will be available in early 2020.

In the interim, please accept this notice confirming that the following policies have been bound.

Please note that your organization's participation in the following policies may vary.

Automobile – Owned	Alberta Municipal Insurance Exchange #MNX004 Aviva Insurance Company of Canada #41265755
Automobile - Non-owned	Various Underwriters at Lloyds of London #BOWCI2000034
Automobile – Garage	Aviva Insurance Company of Canada # AUMA1000G
Aviation - General	Global Aerospace Underwriting Managers # TBA
Aviation - Non-owned	Global Aerospace Underwriting Managers #21900318-AB
Crime	The Guarantee Company of North America #B27004
Environmental Impairment Liability	Markel Canada Ltd. (contact us for specific policy information)
Equipment Breakdown	Boiler Inspection and Insurance Company of Canada #19605978
General Liability incl. Municipal Errors & Omissions Liability	Alberta Municipal Insurance Exchange #MNX002
Liability – 1 st Excess	Various Underwriters at Lloyds of London #BOWCI2000036
Liability – 2 nd Excess	Markel Canada Limited #128478
Property	Alberta Municipal Insurance Exchange #MNX001
Property – 1 st & 2 nd Excess	Various subscribing Insurers with various policy numbers
Property – 3 rd Excess	Various subscribing Insurers #CPTO627809018
Terrorism	Various Underwriters at Lloyds of London #BOWTN000002
Cyber Liability*	AIG Insurance Company of Canada # TBA
Facility User Group Liability	Markel Canada Ltd. #AL4042

*Terms and Conditions vary for some participants.

Your renewal is processed based on the same level of participation as 2019, unless you've made a written request for change.

Please contact our insurance team at 310-AUMA or insurance@auma.ca should you have any questions. Please report claims affecting your policies to 310-AUMA or claims@auma.ca.

Once again, thank you for your participation and we look forward to working with you next year!

Authorized Representative
AMSC Insurance Services Ltd.

RMA INSURANCE PROGRAM – QUOTE



2510 Sparrow Drive, Nisku, Alberta T9E 8N5
Phone: 780.955.3639 Fax: 780.955.3615

MEMBER NAME Summer Village of Horseshoe Bay ANI NAME Not Applicable

POLICY TERM November 1, 2019 to November 1, 2020

12:01 A.M. Standard Time at the address of the prospective insured

Your application for an insurance quote through **RMA Insurance** has now been processed. Thank you for giving RMA Insurance Agencies Ltd the opportunity to quote on your insurance needs.

The following are a summary of Coverages that are applicable to these policies under specified Sections of the RMA Insurance Program. Policy documents are available for full details of all terms, conditions, limitations and exclusions applicable to the coverage afforded by the policy if the quoted is accepted.

Your proposal is as follows:

LIABILITY INSURANCE

Annual Premium: \$ 1,005.00

Insuring Agreement

In the event that Legal Liability claims for negligence are brought against the Certificate Holder hereunder, Insurers will pay compensatory damages, including legal expenses incurred, subject to the terms, conditions, limitations and exclusions of the respective Sections of the Policy.

Coverage

Combined Limits of Liability

SECTION ONE – COMPREHENSIVE GENERAL LIABILITY

Genesis Reciprocal Insurance Exchange – Until Aggregate is Exhausted

\$1,000,000 Per Occurrence/
Annual Aggregate: \$5,000,000

Amlin – Excess to Genesis Reciprocal Insurance Exchange

\$5,000,000 Per Occurrence

Third Party Bodily Injury and/or Property Damage

Included

Premises & Operations

Included

Contingent Employers Liability

\$5,000,000 Per Occurrence

Non-Owned Automobile Liability

\$5,000,000

Tenants Legal Liability

\$5,000,000

Sudden and Accidental Pollution

\$5,000,000

- (subject to specific discovery/reporting provisions)

Legal Liability for Damage to Non-Owned Automobiles

\$250,000

Employee Benefits Liability

\$5,000,000 Per Occurrence/Aggregate

Personal Injury (i.e. libel and slander)

\$5,000,000 Per Occurrence/Aggregate

SECTION TWO – ADMINISTRATIVE ERRORS & OMISSIONS LIABILITY

\$5,000,000 Claims Made Basis
(annual aggregate)

Errors & Omissions Liability

Included

Directors & Officers' Liability

Included

SECTION THREE – WRONGFUL DISMISSAL LIABILITY

\$5,000,000 Claims Made Basis
(annual aggregate)

Warranty: Must obtain prior written legal opinion from employment law practitioner

SECTION FOUR – SEXUAL ABUSE/HARASSMENT LIABILITY

\$5,000,000 Claims Made Basis
(annual aggregate)

NOTE: The combined limits of liability stated above shall apply separately to each certificate holder. Further, aggregate limit clauses within the Policies described herein may serve to reduce the limit of liability that may otherwise be available to a specific occurrence or claim.

RMA INSURANCE PROGRAM – QUOTE

MEMBER NAME Summer Village of Horseshoe Bay ANI NAME Not Applicable
 POLICY TERM November 1, 2019 to November 1, 2020

12:01 A.M. Standard Time at the address of the prospective insured

(LIABILITY INSURANCE CONTINUED)

Deductibles	Amount to be Deducted
Each and Every Property Damage Claim	\$1,000
School Operations or related activities	\$500
Each and Every Bodily Injury Claim	Nil
Legal Liability for Damage to Non – Owned Automobiles	\$500
Administrative Liability (E&O, D&O) <i>if charges laid under specific statutes/regulations are unproven)</i>	\$1,000 (or \$2500/10% of legal costs)
Wrongful Dismissal	\$25,000 (min.)
Sexual Harassment	Nil

EXCESS LIABILITY INSURANCE

Annual Premium: \$620.00

Insuring Agreement

For legal Liability claims brought against you for bodily injury and / or property damage sustained by third parties, subject to the terms and conditions, limitations and exclusions of the respective policy/policies.

Applicability of Umbrella Liability Coverage

The Umbrella Limits of Liability stated below for one or more of the Umbrella Policy Layers, and for which a Premium has been specified, are applicable to each occurrence presented against the Certificate Holder under the Underlying Policies stated which are in excess of the Limits of Liability per occurrence provided by such underlying policy(ies)

Underlying Policies

Comprehensive General Liability
 Automobile Liability
 Garage Automobile Section A

Combined Limits of Liability

1st Layer of Excess Insurance \$5,000,000.00

PROPERTY INSURANCE (ALL RISKS)

Annual Premium: \$ 1,256.00

Coverage

Values Insured

Building Value	\$354,000.00
Content Value	\$26,000.00
Equipment Value	\$4,500.00
Property Damage Includes:	\$1,000,000
(up to Value Insured)	\$25,000,000
Accounts Receivable	\$250,000
Automatic Acquisitions (60 days)	\$5,000,000
Course of Construction (60 days)	Included
Debris Removal	\$5,000,000
Electronic Data Processing Equipment	\$5,000,000
Extra Expense	\$500,000
Fire Department Charges & Equipment	\$500,000
Fire Fighting Expenses	\$500,000
Lawns, Trees and Shrubs and Indoor Plants	\$250
(per tree)	\$100,000
Lawns, Trees, Shrubs & Indoor Plants-occurrence	\$500,000
LEED Certified Buildings & Contents	\$50,000
Master Keys	\$50,000

LOSS, if any, payable to the Certificate Holder or as otherwise denoted in endorsements attached hereto

RMA INSURANCE PROGRAM – QUOTE

MEMBER NAME <u>Summer Village of Horseshoe Bay</u>	ANI NAME <u>Not Applicable</u>
POLICY TERM November 1, 2019	to November 1, 2020
12:01 A.M. Standard Time at the address of the prospective insured	

(PROPERTY INSURANCE CONTINUED)

Deductibles	Amount to be Deducted
Each and Every Claim	\$5,000
Earth Movement	2% of the value of the property or interest min \$25,000
Flood	\$25,000

BOILER & MACHINERY INSURANCE

Annual Premium: \$ 61.00

Items of Coverage

Amount of Insurance

Direct Damage	\$100,000,000.00
Business Interruption (Rents)	\$250,000.00
Business Interruption (Profits)	\$10,000,000.00
Policy Includes: Extra Expense	\$250,000
(up to Amount of Insurance) Expediting Expenses	\$10,000,000
Professional Fees	\$1,000,000
Hazardous Substances	\$500,000
Ammonia Contamination	\$500,000
Water Damage	\$500,000

Deductibles

Amount to be Deducted

Direct Damage	\$1,000
Business Interruption	48 Hour Waiting Period
All other losses involving electrical items of varying horsepower	As Per Policy Wordings
Consequential Damage (Refrigeration)	10% subject to minimum of \$ 1,000
Production Machines	\$10,000
All other losses involving electrical items of varying horsepower (h.p.)	As per policy wording

**COMPREHENSIVE DISHONESTY,
DISAPPEARANCE & DESTRUCTION**

Annual Premium: \$ 365.00

Coverage

BLANKET BOND INSURANCE

LIMIT INSURED

Employee Dishonesty Coverage – Form A (subject to: Warranty noted below) \$250,000.00

COMPREHENSIVE CRIME INSURANCES

LIMIT INSURED

Loss of Money Inside/Outside the Premise Coverage	\$5,000.00
Money Order and Counterfeit Paper Currency Coverage	\$20,000.00
Depositors Forgery	\$5,000.00
Remote Access Telephone Fraud	Not Insured
Employee Theft of Client Property	Not Applicable
Fraudulently-Induced Payments	Not Applicable

Policy Includes: Computer Fraud/Data Restoration	\$10,000.00
(up to Amount of Insurance) Professional Fees	\$10,000.00
Rewards	\$25,000.00
Fraudulently Induced Payments	\$500.00

Warranty

It is warranted that, insofar as the coverage afforded under the Blanket Bond (Employee Dishonesty) Section of the Policy is concerned, the Limit of Liability is reduced to \$5,000.00 if only one of the three conditions noted below exist at the time of the loss.

(a) A dual cheque signing process is in place;

(b) Reconciliation of bank statements is being performed by someone other than cheque signing personnel; and

(c) An annual audit has been completed within 12 months preceding the loss

RMA INSURANCE PROGRAM – QUOTE

MEMBER NAME Summer Village of Horseshoe Bay ANI NAME Not Applicable
POLICY TERM November 1, 2019 to November 1, 2020
12:01 A.M. Standard Time at the address of the prospective insured

(COMPREHENSIVE DISHONESTY, DISAPPEARANCE & DESTRUCTION INSURANCE CONTINUED)

Deductibles	Amount to be Deducted
Comprehensive Dishonesty, Disappearance and Destruction	\$500
Employee Theft of Client Property	\$1,000

AUTOMOBILE INSURANCE

Annual Premium: \$ 0.00

Items of Coverage

Amount of Insurance

Third Party Liability	\$5,000,000
S.E.F. No. 6b School Bus	\$1,000,000
S.E.F. No. 6c Public Passenger Vehicles	\$1,000,000
Accidental Benefits	As required by law
All Perils physical damage	Not Insured
Basis of Loss Settlement – Actual Cash Value	

Deductibles

Amount to be Deducted

Private Passenger & Light Commercial Vehicles (Under 1 Ton)	\$500
All Other Vehicles	\$1,000
Each & Every Bodily Injury Claim	NIL

Total Premium: \$5,894.00

The above is meant as a coverage summary only and is subject to policy conditions and exclusions.

Total premium includes a 3% Administration Fee

RMA Insurance Agencies is a wholly owned subsidiary of the Alberta Association of Municipal Districts and Counties. We first incorporated in 1955 to offer the Association's members the best possible insurance coverages available at reasonable rates.

This quote is valid for 30 days, should you wish to accept this proposal, please advise in writing (e-mail or fax) the specific coverage's and the effective date of insurance that you require. If you have any questions, please do not hesitate to contact:

Dayna Johnson, CIP
Client Relations Manager
Phone: 780.937.9435
E-mail: dayna@RMAInsurance.com

Special Note:

- Prior to binding coverage we will need the following:
- 5 Year Claims experience letter from your current insurer
 - Certificate of Incorporation
 - Written acceptance of coverage and effective date coverage will need to be in place.



Summer Village of Horseshoe Bay

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Phone: (780)645-4677
Email: svhorseshoebay@gmail.com
Website: www.svhorseshoebay.com

Agenda Item Summary Report

Agenda Item 7.e) Police Funding Model

Meeting Date: January 11, 2020

Background

The Police Funding Model comes into effect April 2020. However, it is the intent of the Justice and Solicitor General to bill in January 2021 for the first year of the funding model – April 2020 to March 2021.

As far as we know the Police Funding cost will be included in the municipalities regular mil rate, rather than being assessed at its own mil rate, as is done with Education Tax, but we are still trying to confirm that.

We know the amount the Village is required to pay from 2020 to 2024, but there are still some unanswered questions about when and how to report the cost in the Village's financial records.

Recommendation/RFD/Comments

Submitted for discussion and information purposes.

Municipal Impacts of the Police Funding Model
As supplied to AUMA by Government of Alberta, Ministry of Justice and Solicitor General

MUNICIPALITY	2020	2021	NET IMPACT	2023	2024
	Year 1	Year 2	Year 3	Year 4	Year 5
	10%	15%	20%	30%	30%
	Police Funding Model Share with modifiers less Enhanced Policing Billing	Police Funding Model Share with modifiers less Enhanced Policing Billing	Police Funding Model Share with modifiers less Enhanced Policing Billing	Police Funding Model Share with modifiers less Enhanced Policing Billing	Police Funding Model Share with modifiers less Enhanced Policing Billing
Summer Village of Horseshoe Bay	\$ 1,624	\$ 2,438	\$ 3,248	\$ 4,876	\$ 4,876
Summer Village of Island Lake	\$ 6,899	\$ 10,356	\$ 13,798	\$ 20,711	\$ 20,711
Summer Village of Island Lake South	\$ 1,702	\$ 2,554	\$ 3,403	\$ 5,109	\$ 5,109
Summer Village of Itaska Beach	\$ 1,699	\$ 2,551	\$ 3,398	\$ 5,101	\$ 5,101
Summer Village of Jarvis Bay	\$ 8,969	\$ 13,464	\$ 17,939	\$ 26,928	\$ 26,928
Summer Village of Kapasiwin	\$ 1,199	\$ 1,800	\$ 2,398	\$ 3,600	\$ 3,600
Summer Village of Lakeview	\$ 1,002	\$ 1,504	\$ 2,004	\$ 3,008	\$ 3,008
Summer Village of Larkspur	\$ 1,950	\$ 2,927	\$ 3,900	\$ 5,854	\$ 5,854
Summer Village of Ma-Me-O Beach	\$ 4,726	\$ 7,094	\$ 9,451	\$ 14,187	\$ 14,187
Summer Village of Mewatha Beach	\$ 3,227	\$ 4,844	\$ 6,454	\$ 9,688	\$ 9,688
Summer Village of Nakamun Park	\$ 2,663	\$ 3,997	\$ 5,326	\$ 7,995	\$ 7,995
Summer Village of Norglenwold	\$ 11,469	\$ 17,215	\$ 22,937	\$ 34,431	\$ 34,431
Summer Village of Norris Beach	\$ 1,583	\$ 2,376	\$ 3,165	\$ 4,751	\$ 4,751
Summer Village of Parkland Beach	\$ 4,964	\$ 7,451	\$ 9,928	\$ 14,903	\$ 14,903



Norman Briscoe <svhorseshoebay@gmail.com>

Police Funding Model Billing

1 message

JSG PSD Engagement <JSG.PSDEngagement@gov.ab.ca>Wed, Dec 11, 2019 at 4:32
PM

Good afternoon,

As you are aware, the police funding model comes into effect April 2020. In response to a request from RMA and AUMA, discussions have been occurring between Justice & Solicitor General and Municipal Affairs regarding the timing of invoicing for the new police funding model.

Municipal Affairs has expressed support for RMA and AUMA's request, as have senior officials within Justice and Solicitor General. As a result, it is our intent to bill in January 2021 for the first year of the police funding model (April 2020 - March 2021).

We hope that this timing will alleviate some of the concerns regarding the police funding model's impact on 2020 municipal budget planning.

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Summer Village of Horseshoe Bay

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Agenda Item Summary Report

Agenda Item 7.f) Village Assessment Review Board Member-at-Large

Meeting Date: January 11, 2020

Background

The Summer Village currently has Mayor Gary Burns as the member on the Intermunicipal Assessment Review Board. In 2019 there was a request for an Assessment review while our member was unavailable. The board had to go out of the region for someone to sit in on the assessment review.

The agreement says we can have an at-large member on the Board.

Recommendation/RFD/Comments

Administration recommends that Wayne Overbo be appointed as the Summer Village at-large member on the Assessment Review Board.

7.f)



Summer Village of Horseshoe Bay

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Website: www.svhorseshoebay.com

Agenda Item Summary Report

Agenda Item 8.a) New 2020 ACP Grants

Meeting Date: January 11, 2020

Background

Attached is an email from the County of St. Paul, Kyle and Sheila regarding the regions 2020 ACP Grant projects. Application deadline is January 20, 2020.

There are 4 projects and are all "Stormwater Pre-Design and Implementation".

The Summer Village is lead partner for the Summer Village - County Stormwater Management Plan done in 2019.

Recommendation/RFD/Comments

Submitted for discussion and information purposes.



Norman Briscoe <svhorseshoebay@gmail.com>

FW: 2020 ACP Grants

2 messages

Sheila Kitz <skitz@county.stpaul.ab.ca>

Thu, Jan 2, 2020 at 11:54 AM

To: Kim Heyman <kheyman@town.stpaul.ab.ca>, "Ken Gwozdz (cao@elkpoint.ca)" <cao@elkpoint.ca>,

"Norm Briscoe (svhorseshoebay@gmail.com)" <svhorseshoebay@gmail.com>

Cc: Kyle Attanasio <kattanasio@county.stpaul.ab.ca>

Hi there,

Just wanted to confirm that these are the ACP grants that we will be applying for – deadline Jan 20. See Kyle's email below.

From: Kyle Attanasio <kattanasio@county.stpaul.ab.ca>**Sent:** Thursday, January 02, 2020 11:36 AM**To:** Sheila Kitz <skitz@county.stpaul.ab.ca>**Subject:** 2020 ACP Grants

Sheila,

At this point, I am working under the following assumptions for our ACP submissions:

1. Town of St. Paul – County: Stormwater Pre-Design and Implementation (TSP lead partner)
2. Town of Elk Point – County: Area Structure Plan – Gateway (TEP lead partner)
3. Town of Elk Point – County Stormwater Pre-Design and Implementation (County lead partner)
4. Summer Village – County Stormwater Pre-Design and Implementation (SV lead partner)

Please let me know if you share my thoughts that these projects are the best direction for us at this time.

If you review Ernie's email from December 22nd, he has an estimate of approximately \$30,000 for five supplementary plans.

I'm not sure if this is in our 2020 budget for EM, but given the substantially lower costs involved, we will get more bang for our buck by applying for the larger projects listed above. Of course, we can always push this to 2021 as well.

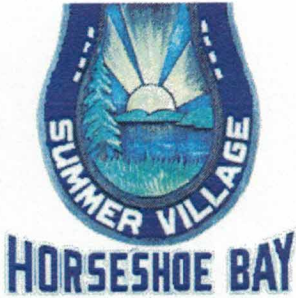
<https://mail.google.com/mail/u/0?ik=20b29002e6&view=pt&search=all&permthid=thread-f...> 1/04/20

<https://mail.google.com/mail/u/0?ik=20b29002e6&view=pt&search=all&permthid=thread-f...> 1/04/20

Summer Village of Horseshoe Bay
January 11, 2020 Regular Council Meeting

CAO Report and Action List

	What	Status & Comments
1	<p><u>Capital projects & budget ideas for 2020</u> Until we have a better understanding of the drainage improvements required, the cost, sources and amount of funding available we should hold off deciding on capital projects. Hopefully some of this information will be available by our April Council meeting.</p>	<p style="text-align: center;"><u>Potential 2020 Capital Work</u></p> <p>a) Will continue to do work on TwpRd 594 in Boat Launch area, gravel road and parking area. We will also; try to remove ridge between Lot 109 driveway & road pavement, and repair pot hole at RR101 & TwpRd 594.</p> <p>b) Crack filling, if economically feasible, and replace &/or add culverts. Culverts will be decided after stormwater improvements are identified and potential cost and funding sources are known. See 2. below</p> <p>c) Under seasonal dock & aquatic vegetation removal approval procedures the SV may have to consider putting in some public docks. We may wish to hold off until we see how 2020 works.</p>
2	<p><u>Stormwater Management Study/Plan (SWMP)</u> Flooding & ponding mitigation Replace culvert under Horseshoe Bay Drive at west end of sports field, which is "rusted out", and collapsed causing blockage from the north side of the road, and culvert by 58 Coney Dr.</p>	<p>This is part of drainage study funded by the ACP grant for the stormwater management study, which is nearing completion. MPE Engineering is assisting with the engineering & costing estimates for potential improvements. The four St. Paul regional partners are preparing applications for 2020 ACP Grants for stormwater plan implementation.</p>
3	<p>Martin Rec. Center betterment & enhancement project.</p>	<p>This project is still on hold until we complete the SWMP</p>
4	<p><u>Review all existing Bylaws for updating</u> resulting from MGA amendments and being out dated.</p>	<p>a) Administration is still reviewing Bylaws to determine if they should be replaced, or if Bylaws are required by the MGA, or other legislation, but do not now exist; such as, CAO Bylaw, Fire Bylaw, Cannabis, and others.</p> <p>b) Update of Land Use Bylaw (LUB) I am still working on and trying to reduce the LUB drafted by ISL. I will give a verbal report at Jan 11, 2020 meeting.</p>
5	<p>Sub-divide 2 new lots from reserve lots & determination of water boundaries Municipal Planning Services & Explore Surveys have agreed to do the work. <i>Agenda 8.c)</i></p>	<p>Both Jane Dauphinee of MPS and Connie Peterson of Explore Surveys advise, that new natural water boundaries surveys of the new Subdivision Plans registered at Land Title can be shown to be MR (Municipal Reserve). Does Council want to continue with this project? <i>MOVED BY Gary to proceed with this</i></p>
6	<p>Explore the possibility of the SV hosting a an event for the four St. Paul regional partners Councils and Administration.</p>	<p>I enquired with the County and Elk Point. There was some interest. However, because of other factors the CAO's have not had time to discussit any further. I did offer to have the SV host a training session, if an opportunity coms up.</p>
7	<p>Determine possibility of using Cloud Storage</p>	<p>Will do after all the current collaboration projects are done, and we have a better understanding of the cloud.</p>



Summer Village of Horseshoe Bay

P.O. Box 1778
St. Paul, AB T0A 3A0
Phone: (780)645-4677
Email: svhorseshoebay@gmail.com
Website: www.svhorseshoebay.com

Agenda Item Summary Report

Agenda Item 11.a) Financial Reports

Meeting Date: January 11, 2020

Background

Financial Reports for 12 months ended December 31, 2019:

- Dave* { • Actual Year-to-Date to Budget,
- Cheque log: October, November & December, 2019
- December 31, 2019 Bank Reconciliation
- Dave* { • Property Taxes receivable
- Deferred Revenue
- 2019 Grant Reconciliation

Recommendation/RFD/Comments

MOVED BY _____ that the December, 2019 financial reports, be accepted as presented.

-Carried-

DRAFT

Summer Village of Horseshoe Bay			
Actual to Budget			
Projected For the year ended December 31, 2019			
	2019 Budget	Projected 2019 Actual	
		Operating	MSI Grants
REVENUE			
Taxation Revenue			
Tax Recovery Transfer	0	0	
Residential Property Tax	96,358	96,357	
Minimum Tax	16,706	16,706	
Total Residential property tax	113,064	113,063	
Non-Residential - Linear Prop. Tax	1,209	1,209	
Total Property Taxes & GIP	114,273	114,272	
Less Education Requisition transfers	41,435	41,684	
DI Property Tax Requisition	13	0	
Total Tax Revenue	72,825	72,588	
Other Revenue			
User Fees (Certificate, fees, etc)	500	725	
Investment Revenue	2,400	2,664	
Penalties & Costs on Taxes	400	1,035	
Permits (Development) & Licenses	500	150	
Miscellaneous Revenue	375	0	
Recreation Revenue	2,000	1,100	
Total Other Revenue	6,175	5,674	
Funding from Grants			
Government Transfers for MSI Operating	8,536	8,759	8,759
Government Transfers for ACP grants	219,464	197,764	
Total Grant Funding	228,000	206,523	
TOTAL REVENUE	307,000	284,785	
EXPENSE			
Council			
Council Honorarium	5,700	6,000	
Council Travel & Subsistence	2,000	1,978	
Council Communications - WiFi	300	270	
Council Memberships & Registrations	1,000	670	
Total Council	9,000	8,918	
General & Administrative Expenses			
Administration - Contract	17,100	17,100	
Travel & Subsistence	250		
Advertising & Promotions	200	44	
Assessment Services	5,000	5,000	
Audit & Legal	5,500	5,520	
Communication - Courier & Postage	600	450	
Memberships	1,500	1,502	1,502
Gen/Admin Materials, goods & supplies	2,000	976	
Miscellaneous & Other Services Expense	250	124	
Registrations	300		
WCB	300	275	
Website Maintenance	1,000	751	
Total General & Administrative Expenses	34,000	31,742	1,502

DRAFT

Summer Village of Horseshoe Bay				
Actual to Budget				
Projected For the year ended December 31, 2019				
		2019 Budget	Projected 2019 Actual	
				MSI
			Operating	Grants
EXPENSES continued				
Roads, Streets, Walks, Lighting				
Roads Services purchased non-govt		13,000	15,750	MSI Cap
Road Maintenance & repairs materials		136	15	
Road Maintenance by County of St Paul		4,000	2,700	
Signage		400	43	
Street Light Retrofit study		19,464	19,464	
Stormwater management plan		200,000	178,300	
Amortization		49,000	48,859	
Total Roads, Streets, Walks, Lights		286,000	265,131	
Fire & Preventive Services				
Emergency Management (E911)		300	288	288
Preventive Services purchased		100		
Preventive Services materials & supplies		200		
Fire Expenses		2,900	2,920	2,920
Reg. Emergency Management Exp.		1,600	2,792	
Reg. Occupational Health & Safety		1,000	1,000	
MuniSite (WebMap) GIS (AAG)		900	0	
Total Fire & Preventive Services		7,000	7,000	3,208
Waste Management				
Waste Management Non-County		800	0	
Waste Management County St Paul		12,200	12,200	
Amortization		1,000	719	
Total Waste Management		14,000	12,919	
Planning, Development & IM Collaboration				
ISDAB Hearing & training expenses		125	125	
IM Collaboration IDP,MDP,LUB,ICF,CARES		875		
Planning, Develop't & IM Collaboration		1,000	125	
Parks & Recreation				
Contracted Services - Hall		300	368	
Contracted Services -Park grass & equip't		2,200	1,288	
Contracted Services - Other		2,500	127	
Contracted Services - Labour - non-gov't		5,000	1,782	
Contracted services County St. Paul		2,000	2,200	
Insurance Rec. Centre, parks & recreation		2,300	2,272	
Materials, Goods & Supplies		3,200	1,700	
Utilities		4,500	4,466	4,049
Small capital purchases from Capital		2,000	200	
Amortization		4,000	4,024	
Total Parks & Recreation		23,000	16,645	4,049
TOTAL OPERATING EXPENSE		374,000	342,480	8,759
NET Surplus (Deficiency)		-67,000	-57,695	
Other				
Government transfers for Capital		133,000	15,720	
Excess (Deficiency) of Rev over Exp		66,000	-41,975	
Adj. for cash items, not PSAB Rev. or Exp.				
Tangible Capital Assets expenditures		-150,000	0	
Deficiency of Rev over Exp after amort.		-84,000	-41,975	
Adjust for non-cash items:				
Amortization expense		54,000	53,602	
Transfer from Unrestricted Surplus for Op.				
Transfer from Unrestricted Surplus for Cap		30,000		
FINANCIAL PLAN Balance		0	11,627	

Summer Village of Horseshoe Bay

Cheque Log for A/C#1060 CU Chequing Account from Oct. 1 to December 31, 2019

Cheque

No.	Date	Payee	Purpose	Amount
Cheque Log for A/C#1060 CU Chequing Account from Oct. 1 to Oct. 31, 2019				
2274	10/11/19	Gary Burns	Council meeting 8 travel claim	\$ 200.00
2275	10/11/19	Gary Burns	Council honorarium 2019	1,000.00
2276	10/11/19	Dave Amyotte	Council honorarium 2019	1,000.00
2277	10/11/19	Eli Gushaty	Council honorarium 2019	1,000.00
2278	10/11/19	Bonnyville Regional Fire Authority	E911 dispatch Oct 1 - Dec 31, 2019	72.00
2279	10/11/19	Municipal Assessment Services	Assessment services Oct 1 - Dec.31, 2019	1,312.50
2280	10/11/19	VOID printing error		-
2281	10/11/19	Lakeland Fire & Safety Supply	Annual Certification of Hall Fire Extinguishers	28.35
2282	10/11/19	MPE Engineering Ltd.	Stormwater Mngt plan project services for Sep/19	10,233.20
2283	10/19/18	Gary Burns	Per Diem & travel ASVA Conference	286.00
2284	10/19/18	Eli Gushaty	Per Diem & travel ASVA Conference	286.00
2285	10/22/18	AltaGas Utilities	Rec Centre Heating to Oct 10/19	85.00
2286	10/22/18	Direct Energy Regulated Services	Electrical Power bills to Oct 15, 2019	247.57
2287	10/29/19	Dave Amyotte	Per Diem & Travel Ministers Rural Crime Tour	148.40
2288	10/31/18	Norman R Briscoe	Oct. Contract & WebSite maintenance	1,455.00
Total amount paid Oct 1, 2019 to Oct.31, 2019				<u>17,354.02</u>

Cheque Log for A/C#1060 CU Chequing Account from Nov. 1 to Nov. 30, 2019

2289	11/04/19	Ashmont Septic Tank Services	Pump hall septic tank & outdoor toilet	157.50
2290	11/14/19	MPE Engineering Ltd.	Stormwater Mngt plan project services for Oct/19	33,402.60
2291	11/12/19	BMO Bank of Montreal MasterCard	Linen Cabinet for hall	209.99
2292	11/23/19	AltaGas Utilities	Rec Centre Heating to Nov 7/19	86.27
2293	11/23/19	Direct Energy Regulated Services	Electrical Power bills to Nov 13/19	247.00
2294	11/30/19	County of St. Paul No. 19	Snowplowing & sanding Nov12&13, 2019	278.25
2295	11/30/19	Norman R Briscoe	Nov. Contract & WebSite maintenance	1,455.00
Total amount paid Nov 1, 2019 to Nov.30, 2019				<u>35,836.61</u>

Cheque Log for A/C#1060 CU Chequing Account from Dec. 1 to Dec. 31, 2019

2296	12/11/19	MPE Engineering Ltd.	Stormwater Mngt plan project services for Nov/19	35,174.50
2297	12/21/19	AltaGas Utilities	Rec Centre Heating to Dec 9/19	116.77
2298	12/21/19	BMO Bank of Montreal MasterCard	GoDaddy & NBC illustrated user guide	141.99
2299	12/21/19	Direct Energy Regulated Services	Electrical Power bills to Dec11/19	234.79
2300	12/31/19	Gov't of Alberta - Education	ASFF requisition 4th Q Oct - Dec, 2019	10,608.44
2301	12/31/19	Elaine Staudzs	Hall - inspect, maintain, clean & supplies	240.00
2302	12/31/19	Norman R Briscoe	Dec. Contract & WebSite maintenance	1,455.00
Total amount paid Dec 1,2019 to Dec 31, 2019				<u>47,971.49</u>

Total amount paid Oct 1, 2019 to Dec 31, 2019

\$ 101,162.12

This statement submitted to Council the 11th day of January, 2020


Norman Briscoe, CAO

Summer Village of Horseshoe Bay

Cheque Log for A/C#1060 CU Chequing Account from Jan. 1 to Dec. 31, 2019

Cheque Nos

2167 - 2182	Total amount paid Jan. 1, 2019 to Jan 31, 2019	\$ 15,892.71
2183 - 2191	Total amount paid Feb. 1, 2019 to Feb. 28, 2019	7,413.59
2192 - 2199	Total amount paid Mar. 1, 2019 to Mar.31, 2019	24,844.55
2200 - 2210	Total amount paid Apr. 1, 2019 to Apr.30, 2019	16,158.61
2211 - 2223	Total amount paid May 1, 2019 to May 31, 2019	18,047.13
2224 - 2241	Total amount paid Jun. 1, 2019 to Jun. 30, 2019	19,559.82
2242 - 2255	Total amount paid Jul. 1, 2019 to Jul. 31, 2019	46,163.22
2256 - 2263	Total amount paid Aug. 1, 2019 to Aug.31, 2019	16,919.29
2264 - 2273	Total amount paid Sep. 1, 2019 to Sep.30, 2019	24,825.00
2274 - 2288	Total amount paid Oct. 1, 2019 to Oct. 31, 2019	17,354.02
2289 - 2295	Total amount paid Nov. 1, 2019 to Nov. 30, 2019	35,836.61
2296 - 2302	Total amount paid Dec. 1, 2019 to Dec. 31, 2019	<u>47,971.49</u>
	Total amount paid Jan 1, 2019 to Dec31, 2019	<u><u>\$290,986.04</u></u>

This statement submitted to Council the 11th day of January, 2020



Norman Briscoe, CAO

Summer Village of Horseshoe Bay

Servus Credit Union

Bank Reconciliation

December 31, 2019

Chequing account balance per bank statement as at December 31, 2019 \$ 4,675.37

Add Outstanding deposits

Date	Ref No.	Payer/Source	Amount
Dec.31/19		Receipts	\$ -
		Transfer from Saving a/c	-
Total Outstanding deposits			0.00

Sub-total 4,675.37

Less Outstanding cheques & transfers to sav.

Date	Cheque #	Payee	Amount
Dec.21/19	2298	BMO Mastercard - GoDaddy & supplies	\$ 141.99
Dec.31/19	2301	Elaine Staudzs - Maintenance & Hall rental	240.00
Dec.31/19	2302	Norman Briscoe - Contract/Website maintenance	1,455.00
Total outstanding cheques			1,836.99

Balance of chequing account as at December 31, 2019 2,838.38

Balance of chequing a/c per general ledger a/c 1060 2,838.38

Difference December 31, 2019 \$ 0.00

explanation if required. none

Savings account balance per bank statement as at December 31, 2019 \$ 340,296.09

Balance of savings a/c per general ledger a/c 1065 340,296.09

Difference December 31, 2019 \$ 0.00

explanation if required. none

Estimated Cash & near cash available for S.V. General Operations & Capital projects

Cash in Bank December 31, 2019	
General ledger a/c# 1060 Chequing account	\$ 2,838.38
General ledger a/c# 1065 Savings account	340,296.09
Cash in Bank December 31, 2019	343,134.47

Less: Portion of cash in savings a/c which is held for specific purposes

Deferred Revenue	
ACP Stormwater Management Plan	\$ 71,857.36
Deferred Revenue held for grants	71,857.36
Recreation Fund	2,688.78
Total Deferred Revenue held in savings a/c	74,546.14
Accounts payable & accrued liabilities (Estimated)	12,000.00
Cash Held for restricted purposes	86,546.14

Unrestricted Cash available for S.V. General Operations & Capital projects 256,588.33

Plus near cash items

Property taxes receivable at December 31, 2019	\$ 1,271.10
A/R from Federal Govt GST Rebate receivable	5,282.51
A/R from Alberta Gov't grants for exp. already paid for MSI plus LTO \$5	4,853.00
	11,406.61

Cash & near cash available for S.V. General Operations & Capital projects \$ 267,994.94

Presented to Council January 11, 2020


Norman Briscoe, CAO

Summer Village of Horseshoe Bay
Property Taxes Receivable as at December 31, 2019

Prepared by: NB Jan 6, 2020

Taxpayer	Tax Roll No.	Dec.31 2018 Arrears	Jan 1, 2019 Penalty	2019 Unpaid Levy	Jul. 11, 2019 40 Day Penalty	Dec. 31, 2019 Taxes Receivable	Comments
Doull/Mackenzie	85186			\$ -	\$ -	-\$ 3.45	Over pd \$3.45 Oct 2019
Robinson L	85198			497.66	74.65	572.31	
Sedor, E	85224			-	-	-	\$720.45 Pd Dec 10/19
Kates, D & A	85226			610.64	91.60	702.24	
Cullimore M	85286			-	-	-	\$82.12 Pd Dec23/19
Total Taxes Receivable		\$ -	\$ -	\$ 1,108.30	\$ 166.25	\$ 1,271.10	

Summary of Taxes Receivable

Total 2019 taxes & penalties receivable	\$ 1,271.10
Total 2018 arrears	-
Total taxes Receivable	<u>\$ 1,271.10</u>

Reconciliation to General Ledger Balances

a/c# 1210 Current Taxes Receivable	\$ 1,271.10
a/c# 1211 Arrears Taxes Receivable	-
Total Taxes Receivable	<u>\$ 1,271.10</u>

Difference between listing & general ledger balance \$ 0.00

Reconciliation to Tax Billing & Paid worksheet o/s \$ 1,271.10

Difference between listing & Tax Billing & Paid worksheet \$ 0.00

Explanation, if required




 Norman Briscoe, CAO

Summer Village of Horseshoe Bay
Deferred Revenue
as at December 31, 2019

	Interest Earned to date	Opening Jan 1, 2019	Received 2019	Deferred Revenue Dec.31/19	2019 Revenue
Provincial Grants to Deferred Revenue					
ACP Grant Stormwater management project			200,000.00	70,616.21	\$ 129,383.79
Total Interest earned on grant to Dec.31/19	<u>\$ 1,241.15</u>	-	1,241.15	1,241.15	-
Total ACP Stormwater management project		-	201,241.15	71,857.36	129,383.79
ACP Grant Street Light project					
ACP Grant Street Light project		18,844.00		-	18,844.00
Total Interest earned on grant to Dec.31/19	<u>\$ 620.00</u>	569.74	50.26	-	620.00
Total ACP Street Light project Completed April 2019		19,413.74	50.26	-	19,464.00
Total ACP Grants		19,413.74	201,291.41	71,857.36	148,847.79
Municipal Affairs - MSI Capital received Jul31/18					
Municipal Affairs - MSI Capital received Jul31/18		\$ 10,776.27	\$ -	\$ -	\$ 10,776.27
Total Interest earned on grant to Dec.31/19	<u>\$ 95.98</u>	58.73	37.25	-	95.98
MSI Capital		10,835.00	37.25	-	10,872.25
Total grants in Deferred Revenue		30,248.74	201,328.66	71,857.36	159,720.04
Recreation Fund					
Recreation Fund		2,484.09	1,280.15	2,664.14	1,100.10
Interest earned 2019 YTD			24.64	24.64	
Recreation Fund		2,484.09	1,304.79	2,688.78	1,100.10
TOTAL Deferred Revenue at Dec.31/19		<u>\$ 32,732.83</u>	<u>\$ 202,633.45</u>	<u>\$ 74,546.14</u>	<u>\$ 160,820.14</u>
Balance of GL a/c2340 Def Rev Dec.31/19				74,546.14	
Difference				<u>\$ -</u>	
Explain difference, if any.					
none					

Presented to Council January 11, 2020


 Norman Briscoe, Administrator

JAN 01 2020

Summer Village of Horseshoe Bay
2019 GRANT RECONCILIATION

JAN 9 1 2020

GRANT NAME	Deferred Revenue & Grant Allocations						Accounts Receivable & Cash from grants		
	Deferred Rev	Allocations	YTD Interest Earned	Total Funding Available for 2019	2019 Expenditures applied to grants	Deferred Rev in Cash Balance Dec.31/19	Dec.31/19 Not yet Received	Dec.31/19 Cash on hand from grants	Dec.31/19 Unspent A/R & Cash from Grants
MSI Op 2019	0.00	8,759.00	0.00	8,759.00	8,759.00	0.00	0.00	0.00	0.00
Total MSI Operating	0.00	8,759.00	0.00	8,759.00	8,759.00	0.00	0.00	0.00	0.00
ACP Stormwater (1)	0.00	200,000.00	1,241.15	201,241.15	129,383.79	71,857.36	0.00	71,857.36	71,857.36
ACP Street Light	19,413.74	0.00	50.26	19,464.00	19,464.00	0.00	0.00	0.00	0.00
Total ACP	19,413.74	200,000.00	1,291.41	220,705.15	148,847.79	71,857.36	0.00	71,857.36	71,857.36
Capital Grants									
MSI Cap 2017 1/2 rec'd	10,835.00	0.00	37.25	10,872.25	10,872.25	0.00	0.00	0.00	0.00
MSI Cap 2017 - 50%		33,392.50		33,392.50	4,848.00		33,392.50	-4,848.00	28,544.50
MSI Cap 2018		73,694.00		73,694.00			73,694.00		73,694.00
MSI Cap 2019		58,997.00		58,997.00			58,997.00		58,997.00
Total MSI Capital	10,835.00	166,083.50	37.25	176,955.75	15,720.25	0.00	166,083.50	-4,848.00	161,235.50
BMTG 2017 - 50%		4,616.50	0.00	4,616.50	0.00	0.00	4,616.50	0.00	4,616.50
BMTG 2018		10,433.00		10,433.00	0.00		10,433.00		10,433.00
BMTG 2019		10,433.00		10,433.00	0.00		10,433.00		10,433.00
Total BMTG	0.00	25,482.50	0.00	25,482.50	0.00	0.00	25,482.50	0.00	25,482.50
Total MSI Capital	10,835.00	191,566.00	37.25	202,438.25	15,720.25	0.00	191,566.00	-4,848.00	186,718.00
BC - GTF 2018		9,026.00		9,026.00	0.00		9,026.00		9,026.00
BC - GTF 2019		18,249.00		18,249.00			18,249.00		18,249.00
Total BC - GTF	0.00	27,275.00	0.00	27,275.00	0.00	0.00	27,275.00	0.00	27,275.00
Total Capital	10,835.00	218,841.00	37.25	229,713.25	15,720.25	0.00	218,841.00	-4,848.00	213,993.00
Total grants	30,248.74	427,600.00	1,328.66	459,177.40	173,327.04	71,857.36	218,841.00	67,009.36	285,850.36

ACP Stormwater Mntg plan MPE invoice for Dec 2019 rec'd & Pd in Jan 2020
(1) Actual amt in savings at Dec 31, 2019

\$ 71,857.36

2020

Municipality	Capital Funding			Operating Funding	Total MSI Funding
	MSI Capital Component	BMTG Component	Sub-Total		
INNISFREE	\$129,662	\$15,433	\$145,095	\$35,302	\$180,397
IRMA	\$166,718	\$31,260	\$197,978	\$40,173	\$238,151
KITSCOTY	\$227,124	\$58,560	\$285,684	\$41,515	\$327,199
LINDEN	\$205,382	\$49,680	\$255,062	\$54,979	\$310,041
LOMOND	\$123,661	\$13,533	\$137,194	\$30,184	\$167,377
LONGVIEW	\$150,822	\$18,420	\$169,042	\$17,297	\$186,339
LOUGHEED	\$134,644	\$16,532	\$151,176	\$38,334	\$189,510
MANNVILLE	\$198,938	\$49,680	\$248,618	\$69,881	\$338,499
MARWAYNE	\$176,140	\$36,360	\$212,500	\$69,973	\$282,473
MILO	\$118,117	\$11,033	\$129,150	\$14,879	\$144,029
MORRIN	\$131,690	\$15,999	\$147,689	\$36,839	\$184,528
MUNSON	\$129,494	\$14,399	\$143,893	\$24,498	\$168,391
MYRNAM	\$141,749	\$20,340	\$162,089	\$45,712	\$207,802
NAMPA	\$156,972	\$21,840	\$178,812	\$17,585	\$196,397
PARADISE VALLEY	\$124,437	\$13,966	\$138,403	\$31,324	\$169,727
ROCKYFORD	\$144,594	\$18,960	\$163,554	\$30,455	\$194,008
ROSALIND	\$127,111	\$14,266	\$141,377	\$32,211	\$173,588
ROSEMARY	\$147,806	\$23,760	\$171,566	\$50,833	\$222,399
RYCROFT	\$180,265	\$36,720	\$216,985	\$44,657	\$261,641
RYLEY	\$162,511	\$28,980	\$191,491	\$58,897	\$250,389
SPRING LAKE	\$211,411	\$41,940	\$253,351	\$20,058	\$273,410
STANDARD	\$153,037	\$21,180	\$174,217	\$17,406	\$191,623
STIRLING	\$247,164	\$76,140	\$323,304	\$129,562	\$452,866
VETERAN	\$130,164	\$15,933	\$146,097	\$36,600	\$182,697
VILNA	\$135,812	\$17,666	\$153,478	\$41,277	\$194,755
WABAMUN	\$199,070	\$40,920	\$239,990	\$19,498	\$259,488
WARBURG	\$194,148	\$45,960	\$240,108	\$84,393	\$324,500
WARNER	\$147,565	\$22,380	\$169,945	\$48,867	\$218,812
WASKATENAU	\$131,611	\$15,566	\$147,177	\$26,082	\$173,258
YOUNGSTOWN	\$122,227	\$13,133	\$135,360	\$29,099	\$164,459
Summer Villages					
ARGENTIA BEACH	\$87,154	\$8,900	\$96,054	\$5,371	\$101,425
BETULA BEACH	\$66,111	\$8,533	\$74,644	\$3,840	\$78,483
BIRCH COVE	\$63,609	\$9,500	\$73,109	\$5,242	\$78,351
BIRCHCLIFF	\$123,741	\$11,900	\$135,641	\$10,848	\$146,490
BONDISS	\$82,936	\$11,666	\$94,602	\$8,995	\$103,597
BONNYVILLE BEACH	\$72,319	\$10,800	\$83,119	\$7,676	\$90,795
BURNSTICK LAKE	\$67,071	\$8,500	\$75,571	\$3,831	\$79,401
CASTLE ISLAND	\$62,430	\$8,333	\$70,763	\$3,359	\$74,122
CRYSTAL SPRINGS	\$85,296	\$9,700	\$94,996	\$6,541	\$101,537
GHOST LAKE	\$78,613	\$10,733	\$89,346	\$7,857	\$97,203
GOLDEN DAYS	\$109,220	\$13,333	\$122,553	\$10,143	\$131,697
GRANDVIEW	\$94,285	\$11,800	\$106,085	\$9,510	\$115,595
GULL LAKE	\$99,738	\$13,866	\$113,604	\$9,758	\$123,362
HALF MOON BAY	\$73,471	\$9,400	\$82,871	\$5,533	\$88,404
HORSESHOE BAY	\$66,764	\$10,433	\$77,197	\$6,849	\$84,046
ISLAND LAKE	\$107,924	\$15,599	\$123,523	\$10,130	\$133,653
ISLAND LAKE SOUTH	\$68,337	\$10,033	\$78,370	\$6,293	\$84,663
ITASKA BEACH	\$71,182	\$8,767	\$79,949	\$4,436	\$84,385
JARVIS BAY	\$127,183	\$15,099	\$142,282	\$11,005	\$153,286
KAPASIWIN	\$67,924	\$8,333	\$76,257	\$3,608	\$79,865
LAKEVIEW	\$64,070	\$9,000	\$73,070	\$4,479	\$77,549
LARKSPUR	\$71,688	\$9,467	\$81,155	\$5,557	\$86,711
MA-ME-O BEACH	\$94,758	\$11,666	\$106,424	\$9,532	\$115,956
MEWATHA BEACH	\$80,492	\$11,000	\$91,492	\$8,361	\$99,853
NAKAMUN PARK	\$73,274	\$11,200	\$84,474	\$8,347	\$92,821
NORGLLENWOLD	\$148,122	\$17,099	\$165,221	\$11,956	\$177,177
NORRIS BEACH	\$69,488	\$9,267	\$78,755	\$5,143	\$83,898
PARKLAND BEACH	\$93,624	\$13,099	\$106,723	\$9,480	\$116,203
PELICAN NARROWS	\$89,608	\$13,033	\$102,641	\$9,298	\$111,938
POINT ALISON	\$65,870	\$8,333	\$74,203	\$3,515	\$77,718
POPLAR BAY	\$93,932	\$11,433	\$105,365	\$9,494	\$114,859
ROCHON SANDS	\$83,416	\$10,866	\$94,282	\$8,285	\$102,566

2021

Municipality	Capital Funding			Operating Funding	Total MSI Funding
	MSI Capital Component	BMTG Component	Sub-Total		
INNISFREE	\$126,939	\$15,433	\$142,372	\$35,740	\$178,112
IRMA	\$160,607	\$31,260	\$191,867	\$40,596	\$232,463
KITSCOTY	\$215,491	\$58,560	\$274,051	\$41,912	\$315,962
LINDEN	\$195,736	\$49,680	\$245,416	\$55,385	\$300,802
LOMOND	\$121,486	\$13,533	\$135,019	\$30,625	\$165,644
LONGVIEW	\$145,983	\$18,420	\$164,403	\$17,726	\$182,129
LOUGHEED	\$131,466	\$16,532	\$147,998	\$38,770	\$186,768
MANNVILLE	\$189,882	\$49,680	\$239,562	\$90,290	\$329,852
MARWAYNE	\$169,168	\$36,360	\$205,528	\$70,391	\$275,919
MILO	\$116,531	\$11,033	\$127,564	\$15,323	\$142,887
MORRIN	\$128,781	\$15,999	\$144,780	\$37,277	\$182,057
MUNSON	\$126,786	\$14,399	\$141,185	\$24,936	\$166,121
MYRNAM	\$137,921	\$20,340	\$158,261	\$46,146	\$204,407
NAMPA	\$151,752	\$21,840	\$173,592	\$18,012	\$191,604
PARADISE VALLEY	\$122,192	\$13,966	\$136,158	\$31,765	\$167,922
ROCKYFORD	\$140,506	\$18,960	\$159,466	\$30,887	\$190,352
ROSALIND	\$124,621	\$14,266	\$138,887	\$32,650	\$171,537
ROSEMARY	\$143,424	\$23,760	\$167,184	\$51,264	\$218,448
RYCROFT	\$172,915	\$36,720	\$209,635	\$45,074	\$254,709
RYLEY	\$156,785	\$28,980	\$185,765	\$59,322	\$245,087
SPRING LAKE	\$201,215	\$41,940	\$243,155	\$20,462	\$263,617
STANDARD	\$148,177	\$21,180	\$169,357	\$17,835	\$187,192
STIRLING	\$233,699	\$76,140	\$309,839	\$129,950	\$439,789
VETERAN	\$127,395	\$15,933	\$143,328	\$37,038	\$180,366
VILNA	\$132,527	\$17,666	\$150,193	\$41,713	\$191,906
WABAMUN	\$190,001	\$40,920	\$230,921	\$19,907	\$250,828
WARBURG	\$185,529	\$45,960	\$231,489	\$84,804	\$316,293
WARNER	\$143,205	\$22,380	\$165,585	\$49,298	\$214,883
WASKATENAU	\$128,709	\$15,566	\$144,275	\$26,519	\$170,795
YOUNGSTOWN	\$120,184	\$13,133	\$133,317	\$29,540	\$162,857
Summer Villages					
ARGENTIA BEACH	\$84,085	\$8,900	\$92,985	\$5,582	\$98,567
BETULA BEACH	\$65,016	\$8,533	\$73,549	\$4,060	\$77,609
BIRCH COVE	\$62,610	\$9,500	\$72,110	\$5,463	\$77,573
BIRCHCLIFF	\$116,994	\$11,900	\$128,894	\$11,043	\$139,937
BONDISS	\$79,919	\$11,666	\$91,585	\$9,206	\$100,792
BONNYVILLE BEACH	\$70,346	\$10,800	\$81,146	\$7,892	\$89,039
BURNSTICK LAKE	\$65,893	\$8,500	\$74,393	\$4,051	\$78,444
CASTLE ISLAND	\$61,699	\$8,333	\$70,032	\$3,581	\$73,613
CRYSTAL SPRINGS	\$82,287	\$9,700	\$91,987	\$6,752	\$98,740
GHOST LAKE	\$76,073	\$10,733	\$86,806	\$8,071	\$94,878
GOLDEN DAYS	\$102,892	\$13,333	\$116,225	\$10,344	\$126,569
GRANDVIEW	\$90,231	\$11,800	\$102,031	\$9,717	\$111,748
GULL LAKE	\$95,186	\$13,866	\$109,052	\$9,962	\$119,014
HALF MOON BAY	\$71,584	\$9,400	\$80,984	\$5,750	\$86,734
HORSESHOE BAY	\$65,349	\$10,433	\$75,782	\$7,068	\$82,850
ISLAND LAKE	\$102,623	\$15,599	\$118,222	\$10,331	\$128,552
ISLAND LAKE SOUTH	\$66,833	\$10,033	\$76,866	\$6,511	\$83,378
ITASKA BEACH	\$69,592	\$8,767	\$78,359	\$4,654	\$83,013
JARVIS BAY	\$120,121	\$15,099	\$135,220	\$11,198	\$146,417
KAPASWIN	\$66,691	\$8,333	\$75,024	\$3,828	\$78,852
LAKEVIEW	\$63,098	\$9,000	\$72,098	\$4,700	\$76,798
LARKSPUR	\$69,955	\$9,467	\$79,422	\$5,774	\$85,196
MA-ME-O BEACH	\$90,660	\$11,666	\$102,326	\$9,738	\$112,065
MEWATHA BEACH	\$77,744	\$11,000	\$88,744	\$8,574	\$97,318
NAKAMUN PARK	\$71,159	\$11,200	\$82,359	\$8,562	\$90,921
NORGLNWOLD	\$139,146	\$17,099	\$156,245	\$12,140	\$168,385
NORRIS BEACH	\$67,984	\$9,267	\$77,251	\$5,362	\$82,613
PARKLAND BEACH	\$89,630	\$13,099	\$102,729	\$9,687	\$112,416
PELICAN NARROWS	\$85,981	\$13,033	\$99,014	\$9,506	\$108,520
POINT ALISON	\$64,825	\$8,333	\$73,158	\$3,736	\$76,894
POPLAR BAY	\$89,910	\$11,433	\$101,343	\$9,701	\$111,044
ROCHON SANDS	\$80,419	\$10,866	\$91,285	\$8,496	\$99,781