

Summer Village of Horseshoe Bay

Agenda: Regular Meeting

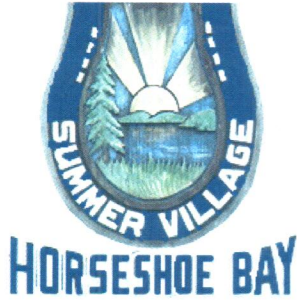
Saturday, January 9, 2021

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) October 3, 2020 Regular Council Meeting
4. PUBLIC HEARINGS – none
5. DELEGATIONS – none
6. BYLAWS
 - a) Bylaw 131/2021 Temporary Borrowing Bylaw
7. OLD BUSINESS
 - a) MSP Grant for TWP 594 to Vincent Lake
 - b) Sub-division of 2 MR Lots
8. NEW BUSINESS
 - a) Public Lands Claim SVHB
 - b) Fire Department – Information & Request
 - c) Little Library - Request
9. COUNCILLOR REPORTS
 - a)
 - b)
 - c)
10. CAO REPORT AND ACTION LIST
 - a) CAO Report and Action List
11. FINANCIAL REPORTS.
 - a) For the year ended Dec. 31, 2020 and cheque log October 1 to Dec. 31, 2020
 - b) Discussion Draft for 2021 Operating & Capital Budget
 - c) Grants update
12. CORRESPONDENCE
 - a) Alberta Disaster Assistance programs
 - b) Letter from Cold Lake Mayor to Minister of Health Re: Contact Tracing APP
 - c) Bylaw Enforcement Services
13. NEXT MEETING
14. 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

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

Meeting Date: January 9, 2021

Background/Discussion/Options

Minutes of the October 3, 2020 Regular council Meeting are attached, for approval.

Recommendation/RFD/Comments

MOVED BY _____ that the minutes of the October 3, 2020 Regular council meeting be approved as presented.

-Carried-

SUMMER VILLAGE OF HORSESHOE BAY

Minutes of Regular Meeting
Saturday, October 3, 2020
Held by ZOOM electronic meeting at
Email: svhorseshoebay@gmail.com
2:00 p.m.

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

CAO: Norman Briscoe
Recording Secretary: Diane Briscoe

1. **CALL TO ORDER** Mayor Gary Burns called the meeting to order at 2:00 p.m.

2. **ACCEPTANCE OF AGENDA**
Res. No. 20-10-03-119 MOVED BY Deputy Mayor Dave Amyotte that the agenda be adopted with the addition of the following items:
Item 7.d), Stormwater Management and
Item 13. Closed Session.

-Carried-

3. **APPROVAL OF MINUTES**
Res. No. 20-10-03-120 MOVED BY Councilor Eli Gushaty that the minutes of the August 15, 2020 regular council meeting be approved as presented.

-Carried-

Res. No. 20-10-03-121 MOVED BY Mayor Gary Burns that the minutes of the August 15, 2020 organizational meeting be approved as presented.

-Carried-

4. **PUBLIC HEARING** – none

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

6. **BYLAWS** – Agenda Item 6.a) was removed from the agenda as the resident has decided not to proceed with the lot consolidation at this time.

7. OLD BUSINESS

- a) *Res. No. 20-10-03-122* Road Allowance/Boat Launch TWP594 to Vincent Lake
MOVED BY Deputy Mayor Dave Amyotte that council approve the plans to extend the boat launch, pending approval of the MSP Grant.
-Carried-
- b) *Res. No. 20-10-03-123a* Culvert Replacement and Betterment
MOVED BY Councilor Eli Gushaty that council approve the Culvert replacement project as per the September 21, 2020 quote of \$29,664.50, plus GST, from Nikiforuk Construction Ltd. for 4 culverts, 3 replacements and 1 new. To be funded with MSI grant.
-Carried-
- Pest Control - Beavers
Councilor Dave Amyotte abstained from the discussion and voting due to a pecuniary interest.
- Res. No. 20-10-03-123b* MOVED BY Mayor Gary Burns that the Village contract Amyotte Welding to provide barriers/screens on the culverts to prevent the beavers from blocking the water flow.
-Carried-
- c) *Res. No. 20-10-03-124* Designation of Municipal Land
MOVED BY Mayor Gary Burns that under section 665(2)(a) of the Municipal Government Act, council designate that all lots shown on the certificate of title as “R” (Reserve), are and have always been characterized as municipal reserve (MR):
-Carried-
- Res. No. 20-10-03-125* Natural Water Boundary Changes
MOVED BY Deputy Mayor Dave Amyotte that council authorize Explore Surveys Inc. to start the process to purchase the parcel of land adjacent to Lot 11MR, Blk 4, Plan 202 2323, from the provincial government.
-Carried-
- d) *Res. No. 20-10-03-126* Stormwater Management
MOVED BY Mayor Gary Burns that council instruct administration to consult with residents regarding sharing of costs incurred by land owners for flood and drainage mitigation they have done on their properties.
-Carried-

8. NEW BUSINESS

- a) *Res. No. 20-10-03-127* 2021 Interim Budget
MOVED BY Deputy Mayor Dave Amyotte that Council approve the 2021 Interim budget for the 6 months ended June 30, 2021 as follows:

Revenue	
Total Property Tax Revenue	\$116,582
Less: School & DIP Requisitions	<u>41,680</u>
Net Municipal Property Taxes	74,902
Other Revenue	1,056
Government Transfers for Grants	<u>149,542</u>
Total Revenue	<u>225,500</u>
Expenses	
Operating Expenses	<u>176,000</u>
Excess of Revenue over Expenses	
Before Capital Expenditures	49,500
Capital Expenditures	<u>75,000</u>
Deficiency of Revenue over Expenses	
Before non-cash items	-25,500
Adjustment for non-cash items	26,850
Transfer from Unrestricted Surplus	<u>-0-</u>
Financial Plan Balance	<u>\$ 1,350</u>

-Carried-

- b) *Res. No. 20-10-03-128* STEP Economic Development Alliance Committee
MOVED BY Mayor Gary Burns that council appoint Deputy Mayor Dave Amyotte to represent the Summer Village on STEP Economic Development Committee.

-Carried-

- c) *Res. No. 20-10-03-129* STEP Committee Report
MOVED BY Councilor Eli Gushaty that council accept Deputy Mayor Dave Amyotte's report from the St. Paul Regional Economic Development Committee, for information.

-Carried-

- d) *Res. No. 20-10-03-130* New REMP Approval
MOVED BY Mayor Gary Burns that council approve the new, revised Regional emergency Management Plan.

-Carried-

- e) *Res. No. 20-10-03-131* Elected Officials Training
MOVED BY Mayor Gary Burns that administration determine what training council members need.

-Carried-

- f) *Res. No. 20-10-03-132* NSWA Donation
MOVED BY Deputy Mayor Dave Amyotte that council approve a \$0.50 per capita contribution to the NSWA.

-Carried-

- g) *Res. No. 20-10-03-133* ASVA Annual General Meeting
MOVED BY Mayor Gary Burns that council accept the report for information.

-Carried-

- h) *Res. No. 20-10-03-134* SVHB Souvenirs
MOVED BY Deputy Mayor Dave Amyotte that council approve of the disposition of out-dated Village souvenirs for the following prices: Mugs-\$2.00 each or 3 for \$5.00; Key Chains-\$3.00 each; SVHB Pins-\$1.00 each.

-Carried-

- i) *Res. No. 20-10-03-135* Transport Canada Discussion Paper
MOVED BY Mayor Gary Burns that council accept the report for discussion and information purposes.

-Carried-

- j) *Res. No. 20-10-03-136* Municipal Operating Support Transfer (MOST)
MOVED BY Deputy Mayor Dave Amyotte that any of MOST funding in excess of what the Summer Village can use directly, be shared with the St. Paul/Elk Point Regional partners as needed

-Carried-

9. COUNCIL REPORTS

Res. No. 20-10-03-137

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

-Carried-

10. CAO REPORT AND ACTION LIST

Res. No. 20-10-03-138 MOVED BY Councilor Eli Gushaty that the CAO Report and Action list be approved as presented.

-Carried-

11. FINANCIAL REPORTS

Res. No. 20-10-03-139 MOVED BY Mayor Gary Burns that the financial reports for the 9 months ended September 30, 2020, including cheque numbers 2379 to 2395 in the amount of \$36,452.57 be accepted as presented.

-Carried-

12. CORRESPONDENCE

There was no correspondence.

13. CONFIDENTIAL ITEM

Res. No. 20-10-03-140 MOVED BY Mayor Gary Burns that council move to closed session for a personnel CAO Evaluation as per FOIP Section 17 at 3:40 pm.

-Carried-

Res. No. 20-10-03-141 MOVED BY Mayor Gary Burns that council return to open meeting at 3:45 p.m.

-Carried-

Res. No. 20-10-03-142 MOVED BY Mayor Gary Burns that council approve a CAO bonus of \$1,000 for 2020 to be paid immediately, a CAO bonus of \$2,500 for 2021 to be paid in January 2021 and payment of CAO's monthly internet service.

-Carried-

14. NEXT MEETING

Res. No. 20-10-03-143 MOVED BY Deputy Mayor Dave Amyotte to set the next regular Council meeting on January 9, 2021 at 10:00 a.m., to be a ZOOM electronic meeting.

-Carried-

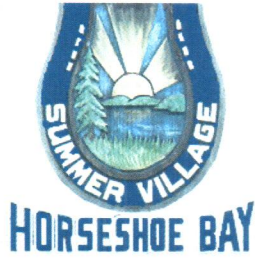
15. ADJOURNMENT

Being that the agenda matters have been concluded the meeting adjourned at 4:01 p.m.

Mayor

Date

Chief Administrative Officer



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 6.a) Temporary Borrowing Bylaw 131/2021

Meeting Date: January 9, 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 131/2021, Authorizing the Temporary Borrowing of Funds to meet operating expenditures, be given first reading.

-Carried-

MOVED BY _____ that Bylaw 131/2021, be given second reading.

-Carried-

MOVED BY _____ that Bylaw 131/2021, be presented at this meeting for third and final reading.

-Carried Unanimously-

MOVED BY _____ that Temporary Borrowing Bylaw 131/2021, be given third and final reading.

-Carried-

6.a)

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

BY-LAW NO. 131/2021

**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 126/2020 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 9th day of January, 2021.

Read a second time in Council this 9th day of January, 2021.

Read a third time in Council this 9th day of January, 2021.

Gary Burns, Mayor

Norman Briscoe, CAO



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 7.a) MSP Grant for Boat Launch Rehabilitation & Betterment

Meeting Date: January 9, 2021

Background

Alberta Municipal Affairs has approved our application for the Municipal Stimulus Program (MSP) Grant for \$13,677. The work is planned for the spring/summer of 2021.

The Capital Project Application and Municipal Stimulus Program MOA are attached.

Recommendation/RFD/Comments

This agenda item is for discussion and information purposes. Any action required by council will be identified at the meeting.



Norman Briscoe <svhorseshoebay@gmail.com>

MSP Project Acceptance Notification - Summer Village of Horseshoe Bay

MA Municipal Stimulus <MA.MunicipalStimulus@gov.ab.ca>

Fri, Nov 27, 2020 at 3:21 PM

To: "gmburns45@gmail.com" <gmburns45@gmail.com>

Cc: ! SVHORSESHOEBAY <SVHORSESHOEBAY@gmail.com>

Dear Mayor Burns,

The Government of Alberta is proud to provide municipalities and Metis Settlements with new infrastructure funding through the Municipal Stimulus Program (MSP). The MSP will help your community recover from the economic challenges posed by the pandemic and the downturn in energy prices. It also positions communities to support local jobs and participate in future economic growth.

I am pleased to accept the following eligible project submitted by your community under the MSP program:

Boat Launch Rehabilitation and Betterment: \$13,677

My ministry welcomes the opportunity to celebrate your MSP project announcements with you. Municipalities and Metis Settlements are encouraged to refrain from making an MSP public announcement unless you have been in contact with your local MLA, or my office directly for approval, toll-free at 310-0000, then 780-427-3744, or at Minister.MunicipalAffairs@gov.ab.ca.

As partners in supporting Alberta's communities, I look forward to working together to move your infrastructure priorities forward.

Sincerely,

Tracy L. Allard
Minister

cc: Norman Briscoe, Chief Administrative Officer, Summer Village of Horseshoe Bay

Classification: Protected A

Municipality Information	
Municipality Name	HORSESHOE BAY
Contact Name	Norman Briscoe, CAO
Telephone	(780) 645-4677
Date	28-Sep-2020

Office Use Only
Municipal Code

Please refer to the Municipal Stimulus Program (MSP) guidelines for more information to assist you in completing this application.

Submission

This application form, program guidelines and additional program information are available on the MSP website at <https://www.alberta.ca/municipal-stimulus-program.aspx>. Municipalities are required to commit to the conditions stated in the guidelines including red tape reduction efforts to incentivize new, job-creating private sector investment.

- Applicants are permitted to submit a maximum of five projects for consideration.
- Submit one application per project. The completed application form must be saved and emailed to ma.municipalstimulus@gov.ab.ca.
- Electronic signatures will be accepted.
- All application details must be completed before submitting the form.
- Applicants are encouraged to save a copy of the completed form for their own records.
- Project applications must be submitted by October 01st, 2020. Please note that this is the first intake deadline and late applications will not be accepted.
- Municipalities must attest that the project will not result in municipal tax increases.

Submit the completed application form to:

Alberta Municipal Affairs
Grant and Education Property Tax Branch
Email: ma.municipalstimulus@gov.ab.ca

If you have any questions, please call (780) 422-7125 or toll-free by first dialling 310-0000.

Legal Statement

The personal information you are providing on this form is being collected to support the administration of the Municipal Stimulus Program and is authorized under section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act. The personal information will be managed in accordance with the privacy provisions of the FOIP Act. If your grant application is approved, your name, the grant program and the amount of the grant may be published on the Government of Alberta Grant Disclosure Portal as authorized under section 40(1)(b) and (f) of the FOIP Act. Should you have any questions concerning the collection of this information, please contact the Grants and Education Property Tax Branch at 780-422-7125 or by writing to the Grant Program Delivery Director, 15th Floor, Commerce Place, 10155 - 102nd Street, Edmonton, Alberta, T5J 4L4.

Project Information

1. Project Name: Boat launch rehab and betterment
2. Project Description: Please provide sufficient details including specific asset, activities, major works and location that clearly demonstrate project eligibility (See *Municipal Stimulus Program Guidelines*).

Construction of a 100 ft. extension to boat launch, located in Summer Village of Horseshoe Bay(SV), from the bottom of the existing boat launch ramps to the shore of Vincent Lake. The work will involve the manufacturing of new tongue and groove concrete boat launch ramps, and installation of the new ramps. This will add to the useful life of the boat launch.

3. Project Objectives: Please provide sufficient details to determine alignment with the program objectives (See *Municipal Stimulus Program Guidelines, section 2*).

This project will help sustain local and regional jobs, and help with recreation and tourism in the area.

Vincent lake has a number of boat launches. At the current time only one, operated by the County of St. Paul is usable and open.

4. Estimated construction start date: 01-Oct-2020 5. Estimated construction end date: 31-Dec-2021

6. Please provide the type of capital project and associated details of the capital project.

Functional Category of Project	Resulting Capital Asset	Quantity	New	Rehab	Replace
Parks, Recreation, Sports and Othe	Other	1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
.	.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
.	.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
.	.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7. Will the project involve the use of municipal forces to carry out the project? (See MSP Capital Funding Guidelines). *If Yes, I certify that there are no private forces available to carry out the project.* Yes No

8. Is the project a joint-project/multi-jurisdictional project? Yes No

If you have answered yes to question 8, please complete the table below.

- 8a. Identify each partner's financial contribution to the municipal share of project cost. Total percentage must equal 100%.

Municipality/Partner Name		% of Total Project Cost
A	.	0.0%
B	.	0.0%

9. Would this project have gone ahead this year or next year in the absence of support through the MSP? Yes No

10. By checking this box I certify that any municipal expenses associated with this project, including any municipal capital contribution and any operating cost associated with the resulting asset, will not be funded through increases in municipal property taxes.



Financial Information

11. Provide project financial information below by year of anticipated budgeted expenditure *(Fill in the blanks below.)*

	2020	2021	Total
Total Project Cost	\$0	\$30,000	\$30,000.00
Ineligible Cost <i>(see Guidelines – Schedule 4)</i>			\$0.00
Project Cost To Be Funded By Other Sources <i>(This may Include funding from municipal sources, partners, or other anticipated revenue.)</i>	\$0	\$16,323	\$16,323.00
Eligible Project Cost To Be Funded From MSP	\$0.00	\$13,677.00	\$13,677.00

Certification

This form must be completed by the Chief Administrative Officer or Duly-Authorized Signing Officer.

Norman Briscoe

Signature of Chief Administrative Officer

Print Name

28-Sep-2020

(780) 645-4677

Date of Signature

Telephone Number (include area code)

I certify that the information contained in this Project Profile is correct, that these expenses have not been deemed eligible under any other Program, and that the allocated grant amount will be applied in the year and manner described above once this Project Profile has been accepted by the Minister.

MUNICIPAL STIMULUS PROGRAM

MEMORANDUM OF AGREEMENT (hereinafter called "the Agreement")

BETWEEN:

HER MAJESTY THE QUEEN, in right of the
Province of Alberta, as represented by the
Minister of Municipal Affairs (hereinafter called
"the Minister")

AND

the **Summer Village of Horseshoe Bay**
(hereinafter called "the Municipality")

hereinafter jointly called "the Parties"

Preamble:

WHEREAS the Municipal Stimulus Program represents the Province of Alberta's commitment to support economic growth and local jobs;

WHEREAS the Municipal Stimulus Program will make infrastructure funding available to the Municipality to use on approved infrastructure projects that support the provincial and local economies;

WHEREAS under the Government Organization Act, RSA 2000 and the Municipal Affairs Grants Regulation (AR 123/2000), the Minister is authorized to make grants and to enter into an agreement with respect to any matters relating to the payment of a grant;

WHEREAS these funds are to be used by the Municipality for eligible expenditures incurred on projects accepted by the Minister.

NOW THEREFORE in consideration of the mutual terms and conditions hereinafter specified, **THE PARTIES AGREE AS FOLLOWS:**

1. The preamble is incorporated as an integral part of this Agreement.
2. In this Agreement, unless the context requires otherwise "Program Guidelines" means the guidelines for actions, events, criteria, report formats, and other directions applicable to the Municipal Stimulus Program as may be prescribed or

determined by the Minister and as may be amended from time to time by the Minister.

3. The Parties shall execute this Agreement and the Municipality shall return an executed Agreement to the Minister prior to the Minister transferring any funds to the Municipality under this Agreement.
4. The Minister agrees to provide funds to the Municipality under the Municipal Stimulus Program subject to the following:
 - (i) Sufficient approved funding appropriated by the Legislature;
 - (ii) Sufficient accepted eligible Municipal Stimulus Program projects as defined in the Program Guidelines;
 - (iii) Completion of reporting requirements as outlined in the Program Guidelines; and
 - (iv) Compliance with all other terms of the Agreement.
5. The Municipality agrees to provide to the Minister:
 - (i) A project application for each project to be initiated under this program;
 - (ii) An annual report of the initiatives undertaken by the Municipality to reduce administrative burden ("red tape") and encourage investment as described in the Program Guidelines; and
 - (iii) An annual summary of the actual grant expenditures on each project undertaken in that year and the year-end grant balance on hand (Statement of Funding and Expenditures), including certification by the Municipality that it is in compliance with the terms and conditions of this Agreement

all in a format as prescribed in the Program Guidelines for this grant program.

6. The Municipality agrees to accept the funds provided by the Minister in accordance with the following additional terms and conditions:
 - (i) The Municipality shall maintain a separate accounting for the funds provided;
 - (ii) The Municipality shall ensure that expenditures accounted for against the principal amount of the funds provided, income earned, and other credits as described in the Program Guidelines are applied only to projects accepted by the Minister;
 - (iii) All funds provided to the Municipality, not expended prior to December 31, 2020 may be carried forward to the next year and must be expended on an accepted project before December 31, 2021. Thereafter, all unexpended funds shall be returned to the Government of Alberta;
 - (iv) The Municipality shall undertake actions to encourage investment and/or reduce the administrative burden ("red tape") imposed on local businesses and residents to the satisfaction of the Minister or the Municipality will be required to repay the funding;
 - (v) All projects under this Agreement shall be carried out in accordance with the rules, regulations and laws governing such works and in accordance with the best general practices then current at the time of the construction of the project; and
 - (vi) This Agreement does not replace, supersede, or alter the terms of any other existing funding Agreement between the Minister and the Municipality.
7. The Municipality shall adhere to all project eligibility criteria, project credits, project tendering requirements, and other items or directions as outlined in the Program Guidelines.
8. The Municipality agrees that the funding provided under this program is for capital expenditures as outlined in the Program Guidelines.
9. The Municipality agrees to allow the Minister and/or his agents, including but not limited to, the Auditor General of Alberta, and representatives of the Province of Alberta, access to the project site; any engineering drawings or documents; any

books of accounts relating to funding and expenditures claimed under this Agreement; and any other such project related documents as deemed necessary by the Minister in performing an audit of the projects undertaken under this Agreement. All project related documents shall be kept by the Municipality for a minimum of three years following completion of the project.

10. The Municipality shall indemnify and save harmless the Minister, his servants, agents and employees, from and against all actions, claims and demands arising directly or indirectly from the preparation for or implementation of the projects, whether or not the damage arose as a result of the actions or omissions of third parties.
11. Where the Municipality enters into contracts with third parties for the implementation of a project, such contracts shall include provision that the third party shall be solely responsible for and save harmless and indemnify the Minister, and his officers, employees and agents from and against all claims, liabilities, and demands of any kind with respect to any injury to persons (including without limitation) death, damage to or loss or destruction of property, economic loss or infringement of rights caused by or arising directly or indirectly from i) the project; ii) the performance of the contract or the breach of any term or condition of the contract by the third party or its officers, employees or agents; iii) the on-going operation, maintenance and repair of the project; or iv) any omission or any willful or negligent act of the third party or its officers, employees or agents.
12. The Municipality agrees that it is not entitled to claim compensation for its costs, expenses, inconvenience or time expended in relation to the administration of the funds provided under this Agreement nor in respect to this Agreement.
13. The Parties agree to give this Agreement a fair and reasonable interpretation and, when required, to negotiate with fairness and candour any modifications or alteration thereof for the purpose of carrying out the intent of this Agreement and/or rectifying any omission in any of these provisions.
14. Notwithstanding the date for completion of all projects and the expending of funds under section 6(iii) of this Agreement, this Agreement shall continue in effect until March 31, 2023.
15. The Agreement may be renewed or extended thereafter, for a further one (1) year period, if mutually agreed to in writing. In the event that this Agreement is not renewed or extended, the Municipality shall return all uncommitted funds as of the termination date to the Government of Alberta.

16. Any notice, demand or other document required or permitted to be given under the terms of this Agreement shall be sufficiently given to the party to whom it is addressed if personally delivered, sent by prepaid registered mail, or e-mailed to the addresses as follows:

The Minister: Municipal Affairs
 15th Floor, Commerce Place
 10155 – 102 Street
 Edmonton, AB T5J 4L4

 Attention: Director, Grant Program Delivery

 Telephone: 780-422-7125
 E-mail: ma.municipalstimulus@gov.ab.ca

The Municipality: Summer Village of Horseshoe Bay
 Box 1778
 St. Paul, AB T0A 3A0

 Attention: Chief Administrative Officer

 Telephone: 780-645-4677
 E-mail: svhorseshoebay@gmail.com

or to such address as either party may furnish to the other from time to time.

17. Any dispute between the Minister and the Municipality on any question of law or fact arising out of this Agreement shall be submitted to and determined by the Court having jurisdiction over this Agreement.
18. The rights, remedies and privileges of the Minister under this Agreement are cumulative and any one or more may be exercised.
19. If any portion of this Agreement is deemed to be illegal or invalid, then that portion of the Agreement shall be deemed to have been severed from the remainder of the Agreement and the remainder of the Agreement shall be enforceable.
20. This Agreement is binding upon the Parties and their successors.
21. The Parties agree that the laws of the Province of Alberta will govern this Agreement.


The Parties have therefore executed the Agreement, each by its duly authorized representative(s), on the respective dates shown below.


HER MAJESTY THE QUEEN
in Right of the Province of
Alberta as Represented by
the Minister of Municipal Affairs

Per: 
MINISTER


Date: July 28, 2020

SUMMER VILLAGE OF HORSESHOE BAY


Witness

Per: 
CHIEF ELECTED OFFICIAL

Date: August 16, 2020


Witness

Per: 
DULY AUTHORIZED SIGNING OFFICER

Date: August 16, 2020



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 7.b) Sub-division of 2 Municipal Reserve Lots

Meeting Date: January 9, 2021

Background

On January 11, 2020 Council authorized administration to proceed with the sub-division of two new lots from former reserve lots - Res. No. 20-01-11-024

Municipal Planning Services (2009) Ltd. Is proceeding with the application and mailed a Notice of the proposed subdivision to all the landowners adjacent to the proposed subdivision.

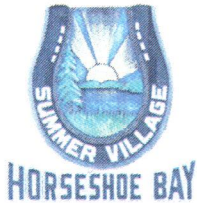
Administration also mailed/emailed a letter to the adjacent landowners explaining what was being done and why the Village was subdividing the 2 MR Lots.

Copies of the correspondence is attached.

Recommendation/RFD/Comments

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

7.b)



Summer Village of Horseshoe Bay

PO Box 1778 St. Paul, AB T0A 3A0

Phone: (780) 645-4677

Email: svhorseshoebay@gmail.com

Website: www.svhorseshoebay.com

December 8, 2020

Notice to adjacent landowners of proposed subdivision.

On December 3, 2020, the summer village Subdivision Authority mailed you a notice of a proposed subdivision.

You received this notice because you are an adjacent landowner to a proposed subdivision of two Municipal Reserve (MR) lots. The lots are the MR lots on which the Martin Recreation Center park, hall, sports field are located, and the MR lot across the road where the waste bins, parking lot and Memorial Park are located.

This is strictly an administrative subdivision, there is no change in MR designation or use of the parcels.

Both of the existing lots cover a large area. Lot 38MR goes from 10 Horseshoe Bay Drive, all the way around the bay to 28 Point Drive. Existing Lot R1 goes from the waste bin & parking area to Coney Drive at the north end of the village.

This often causes confusion when we are dealing with third parties, such as utility companies, Alberta One Call utility line locates, emergency response calls, Alberta Environment & Parks, and many others.

What we are doing, is separating the area where there is development (the hall, park, waste bin & parking area) from the areas where there is no development and are still in their natural state (grass, trees, and lake shore).

No development is currently planned for this area. All that will happen is that there will be four instead of two.

If you have any questions or want additional information, please contact Norman Briscoe.

Yours truly,

Norman Briscoe, CAO
Summer Village of Horseshoe Bay



December 3, 2020

OUR FILE NUMBER: 20-R-259



OWNER OF ADJACENT PROPERTY

Dear Sir/Madam:

RE: PROPOSED SUBDIVISION

Legal Description: Lot 37MR, Block 2, Plan 202-2322 & Lot R1, Block 3, Plan 762-1380

Municipal Address: N/A

Summer Village of Horseshoe Bay

An application for subdivision has been made on the above-referenced property.

A copy of the proposed subdivision and a map showing the location of the proposed subdivision is enclosed.

An owner of adjacent land may make a written submission to the Subdivision Authority for it to consider when it makes its decision on a proposed subdivision.

For your information, from the subdivision application, the proposed use is "Reserve/Community".

Any written submission must be provided within fourteen (14) days of the date of this letter. If you wish to make a submission, your submission should contain:

1. your name and address,
2. the location of your land, and
3. your comments.

For further information on the application, or to provide your comments verbally or in writing, contact: Municipal Planning Services (2009) Ltd., #206, 17511 - 107 Avenue, Edmonton, Alberta, T5S 1E5, phone (780)486-1991, fax (780)483-7326 or email s.barrett@munplan.ab.ca

Yours truly,

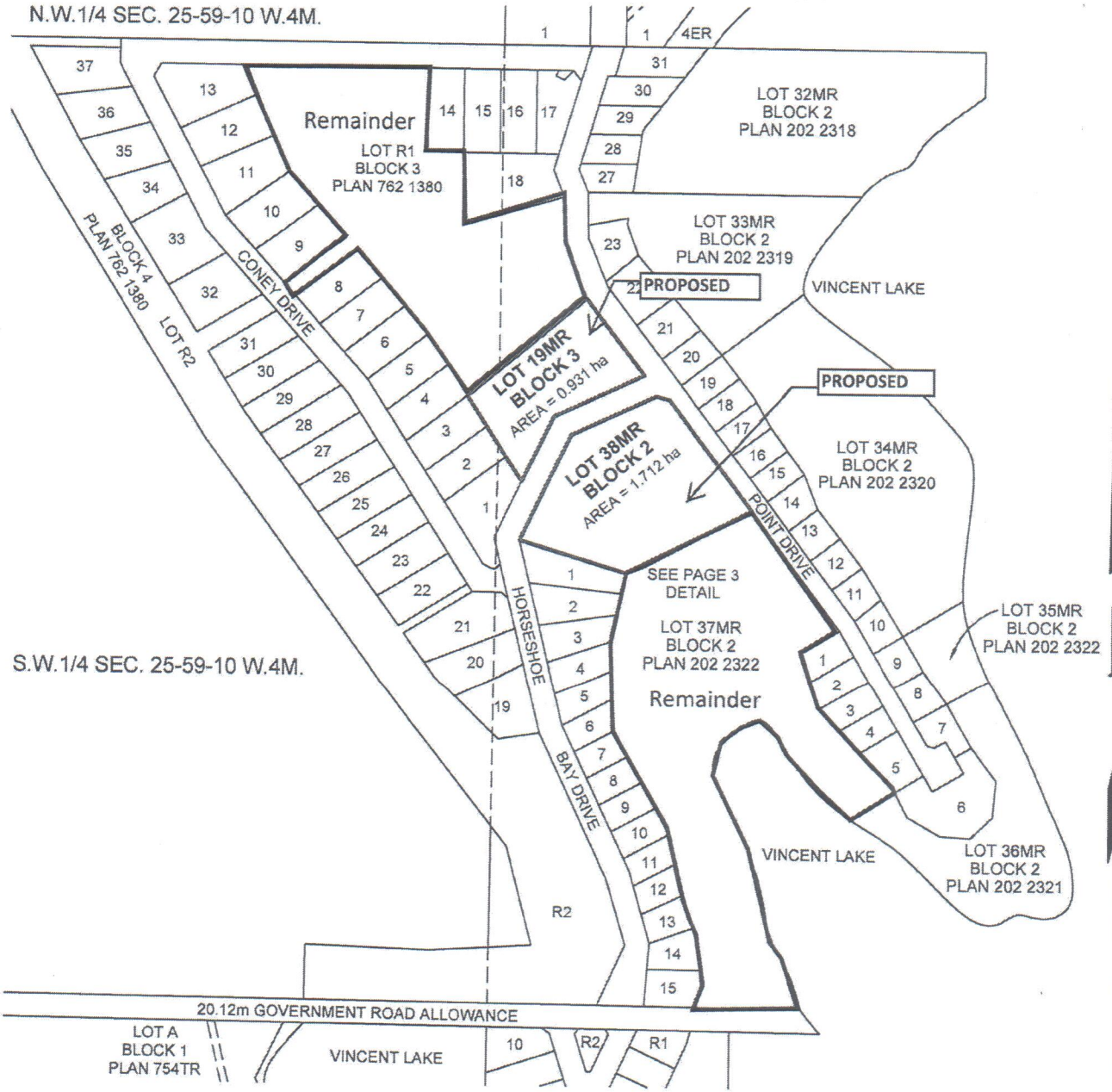


Shelly Barrett
Municipal Planning Services (2009) Ltd.

Titled Area: 10.89ha 26.9ac
 Proposed Area: 2.643ha 6.53ac

TENTATIVE PLAN

SHOWING PROPOSED SUBDIVISION WITHIN
**LOT R1, BLOCK 3, PLAN 762 1380 & LOT 37MR, BLOCK 2,
 PLAN 202 2322 WITHIN S.1/2 Sec.25 Twp.59 Rge.10 W.4M.**
SUMMER VILLAGE OF HORSESHOE BAY



S.W.1/4 SEC. 25-59-10 W.4M.

N.W.1/4 SEC. 25-59-10 W.4M.

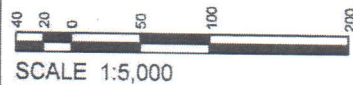
Distances are in metres and decimals thereof.

LEGEND:

Proposed Parcel shown as: _____



Plan Prepared by:
 Explore Geomatics Inc.
 Edmonton, Alberta
 Toll Free 1-866-936-1805
 Fax No. 780-800-1927



REV. NO.	DESCRIPTION	DATE
0	PLAN ISSUED	April 17, 2020

Job X040219

Rev. 0

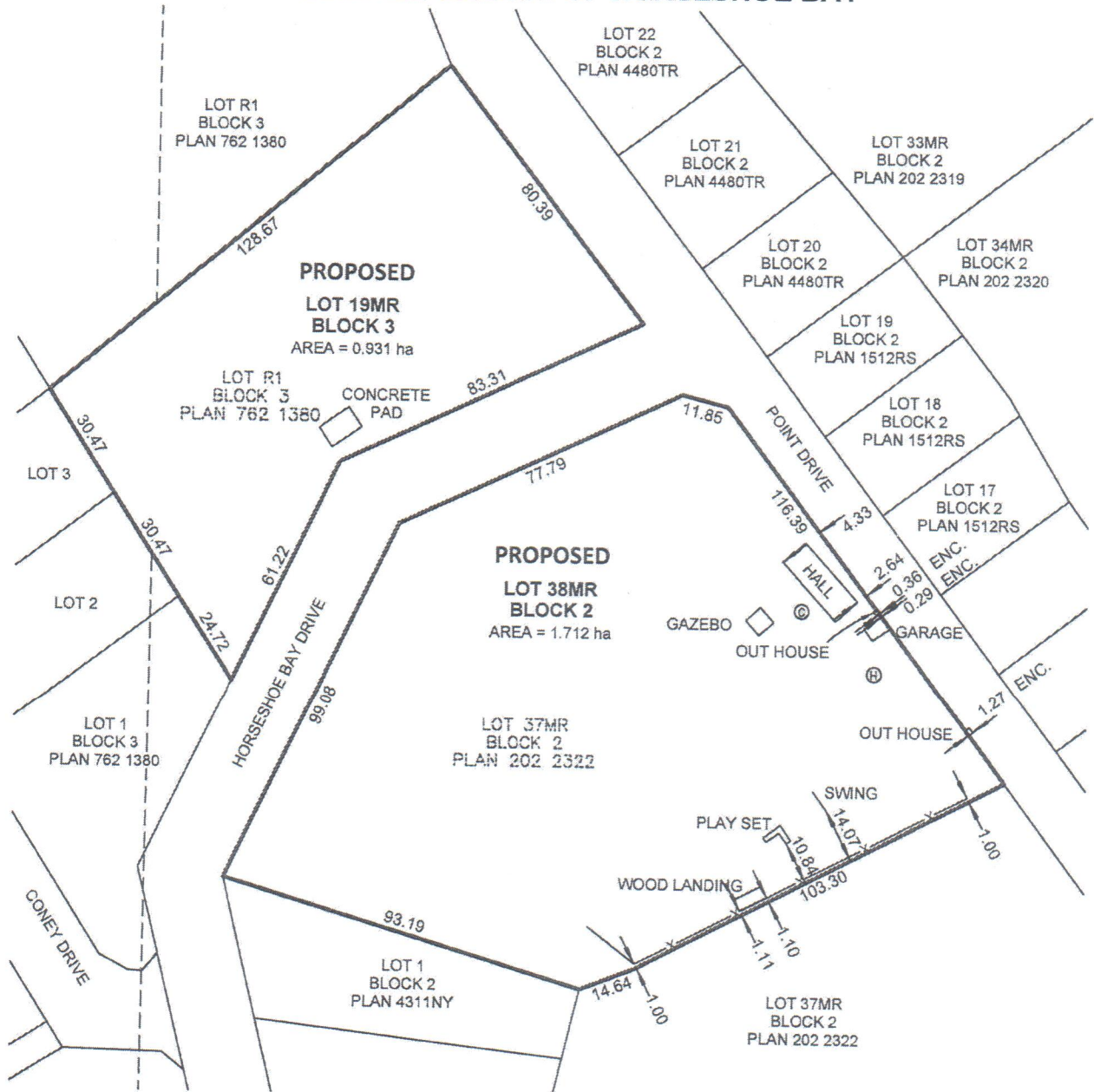
SURVEYED BY: J.A.

CALC'D BY: J.O.

DRAWN BY: J.O.

SITE PLAN

SHOWING PROPOSED SUBDIVISION WITHIN
**LOT R1, BLOCK 3, PLAN 762 1380 & LOT 37MR, BLOCK 2,
 PLAN 202 2322 WITHIN S.1/2 Sec.25 Twp.59 Rge.10 W.4M.
 SUMMER VILLAGE OF HORSESHOE BAY**



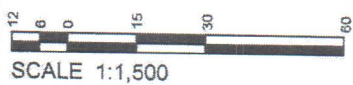
Distances are in metres and decimals thereof.

LEGEND:

Proposed Parcel shown as:
 Cistern location shown as:
 Holding Tank location shown as:



Plan Prepared by:
 Explore Geomatics Inc.
 Edmonton, Alberta
 Toll Free 1-866-936-1805
 Fax No. 780-800-1927

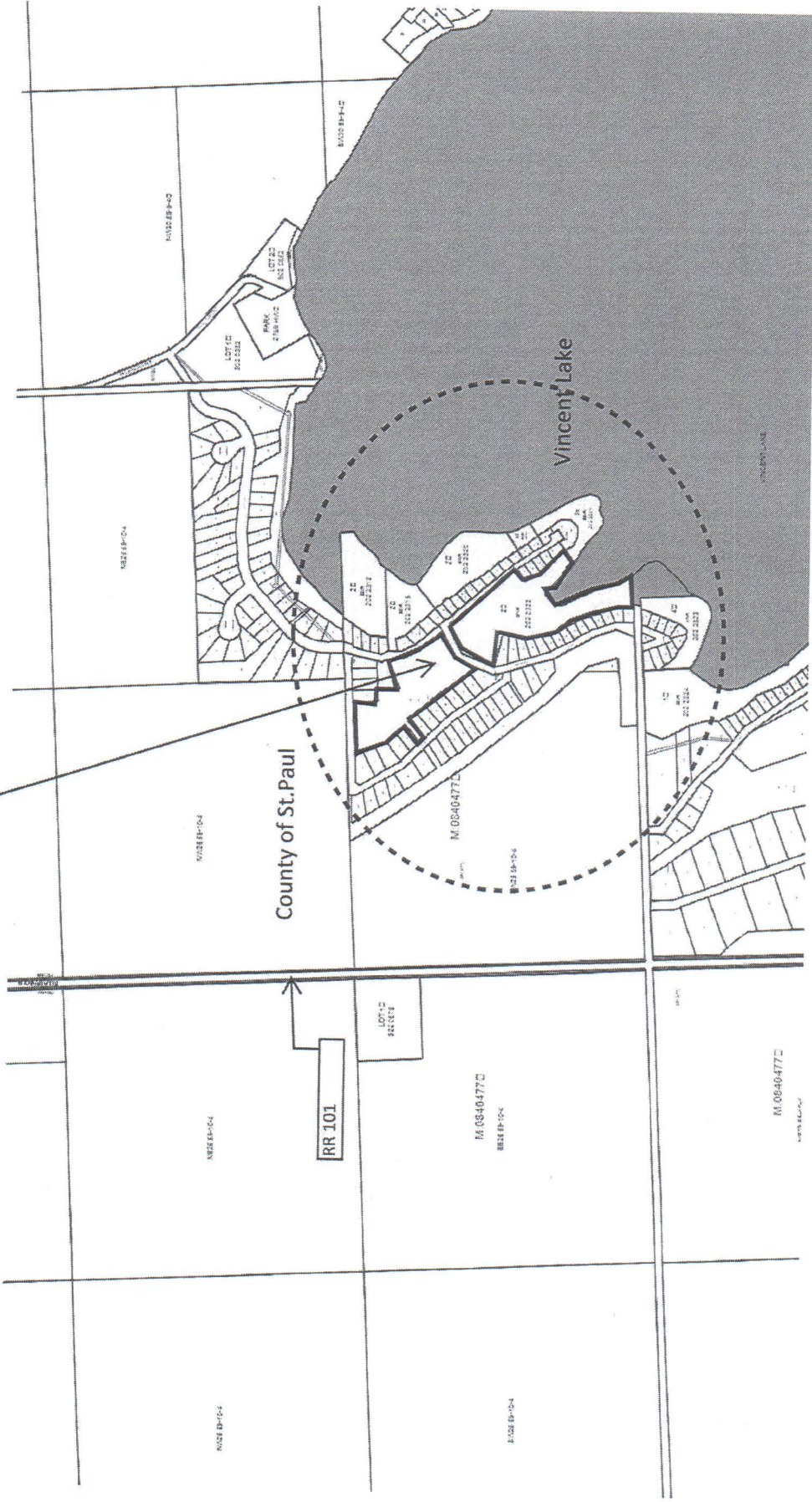


REV. NO.	DESCRIPTION	DATE
1	PLAN ISSUED	April 17, 2020

Job X040219 Rev. **0** SURVEYED BY: J.A. CALC'D BY: J.O. DRAWN BY: J.O.

MPS FILE# 20-R-259

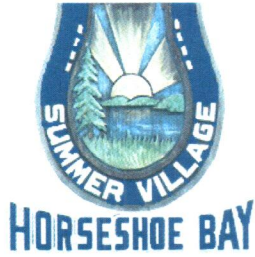
LOCATION MAP



Legal Description: Lot 37MR Block 2 Plan 202-2322 & Lot R1 Block 3 Plan 762-1380

Municipal Address: N/A

Summer Village of Horseshoe Bay



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 8.a) Public Lands claim SVHB

Meeting Date: January 9, 2021

Background

Alberta Environment and Parks have claimed the following Summer Village land:
Lot24ER, Block 2, Plan 822 0596 is the wetland between Homestead Trail and Russel Drive.

As part of the Stormwater Study being conducted by MPE Engineering, they had to consult Alberta Environment and Parks, (AEP) Water Boundaries Unit. The response from AEP is as follows: “ *a review of historical aerial photos of the area from 1950 to 2000 supports the permanence of the naturally occurring body of water which is mainly located within Lot24ER, Block 2, Plan 822 0596. (in the SVHB). Therefore, under Section 3 of the Public Land Act, the ownership to the bed and shore of the aforementioned body of water is vested in the Crown in right of Alberta.*”

“However, the assessments made by the Water Boundaries Unit do not provide any permission to alter any water feature. As the Crown in right of Alberta owns all waters on Alberta Lands, regardless of the surface ownership, any activity which may affect a wetland will be subject to the regulatory requirements under the Water Act.”

We are not sure, at this point, what effect this will have on our Stormwater management plans

Recommendation/RFD/Comments

For information and discussion only.

Various emails and correspondence, as well as excerpts from the Land Act, related to this matter are attached. Administration is waiting for MPE to get back to us regarding this matter.

8.a)



Norman Briscoe <svhorseshoebay@gmail.com>

FW: Public Lands claim SVHB and Ryley

1 message

Mike Dowhun <mdowhun@mpe.ca>
To: Norman Briscoe <svhorseshoebay@gmail.com>

Fri, Dec 4, 2020 at 2:38 PM

Hello Norm,

I just wanted to share the following correspondence with you. We will contact Public Lands and let you know what they have to say regarding the wetland.

Regards,

Mike

From: Scott Kusalik <skusalik@mpe.ca>
Sent: December 4, 2020 2:14 PM
To: Mike Dowhun <mdowhun@mpe.ca>; Juan Zhang <jzhang@mpe.ca>; David Seeliger <dseeliger@mpe.ca>
Subject: RE: Public Lands claim SVHB and Ryley

Good Afternoon Everyone,

I spoke with Fiera this afternoon. As a result of Public Lands claiming these wetlands, Fiera's recommendation is that we consult with Public Lands and have them provide some feedback. Public Lands may require approvals for Ryley and Horseshoe Bay to continue to operate these wetlands for the purposes of stormwater management. With Ryley and Horseshoe Bay in different regions, this will require two different meetings.

Thank you.

Scott

From: Renee Howard <rhoward@fieraconsulting.ca>
Sent: December 4, 2020 9:37 AM
To: Scott Kusalik <skusalik@mpe.ca>

Cc: Mike Dowhun <mdowhun@mpe.ca>

Subject: Public Lands claim SVHB and Ryley [Filed 04 Dec 2020 09:45]

Good morning Scott,

Please see below for a response from Public Lands regarding the Crown claim to the large wetland within the SV of Horseshoe Bay. This wetland has been claimed by the province. There will need to be consultation with a Public Lands representative from AEP to discuss how to move forward with this project.

I also received a response from Public Lands about the Ryley wetlands. Wetland 2 (south wetland w/ the SWM infrastructure) has been claimed by the province, no other wetlands were deemed to be permanent therefore no other wetlands were claimed. We're working to modify the report we're writing for the Ryley project to include recommendations on how to manage the Public Lands claim and provide recommended next steps. These recommendations will be somewhat applicable for the SVHB wetland as well.

Can we schedule a time to discuss the above today?

At the same time, I also want to talk more about the Vegreville project. I spoke with Juan earlier this week and understand the design, but I have additional questions to clarify the wetland compensation component.

X?

Let me know if/when you have time for a call. We can schedule for next week if that works better for you.

Thanks,

-Renee

Renee Howard, MSc, P.Biol
Sr. Biologist

Fiera Biological Consulting Ltd.
#301, [10359-82 Avenue](#) | [Edmonton](#) | [Alberta](#) | [T6E 1Z9](#) | Phone: 780.466.6554 | www.fieraconsulting.ca |

Begin forwarded message:

From: AEP Water-Boundaries <Water.Boundaries@gov.ab.ca>

Subject: RE: Request for determination of Crown ownership in NW-24-59-10-W4

Date: November 30, 2020 at 8:29:51 AM MST

To: Renee Howard <rhoward@fieraconsulting.ca>

Good morning Renee,

Thank you for your enquiry and your patience. Please note that a review of historical aerial photos of the area from 1950 to 2020 supports the permanence of the naturally occurring body of water which mainly located within Lot 24ER, Block 2, Plan 822 0596. Therefore, under Section 3 of the *Public Lands Act*, the ownership to the bed and shore of the aforementioned body of water is vested in the Crown in right of Alberta.

However, the assessments made by the Water Boundaries Unit do not provide any permission to alter any water feature. As the Crown in right of Alberta owns all waters on Alberta lands, regardless of the surface ownership, any activity which may affect a wetland will be subject to the regulatory requirements under the *Water Act*. For more information regarding any requirement(s), the local Water Act Approvals authority need to be contacted.

Please let me know if any additional clarification is required and/or you have any questions or comments regarding to this assessment.

Regards,

Sid

Sid Parseyan, M.Sc.

Senior Water Boundary Research Analyst

Water Boundaries Unit

Grants and Program Delivery Section

Lands Policy and Programs Branch

Lands Division

2nd Floor, South Petroleum Plaza
9915 – 108 Street, Edmonton, AB T5K 2G8
Phone: (780) 422-0187 | Fax: (780) 422-3120

Email: sid.parseyan@gov.ab.ca

 Alberta Environment
and Parks

Please consider your environmental responsibility before printing this e-mail

WETLAND ASSESSMENT AND IMPACT REPORTING (WAIR)

Wetlands management in Alberta is complex, as these habitats fall under multiple jurisdictions and are governed by a wide range of different (and often confusing) policies and laws.

All wetlands located on private or provincially owned lands are governed under the provincial *Water Act* and most wetlands are also subject to the provincial wetland policy, which requires that any lost wetland habitat be replaced either through wetland habitat creation or through a payment in lieu of habitat replacement. In addition, wetlands may be subject to other provincial and municipal laws and policies.

Our wetland experts have extensive experience navigating the complex web of wetland management requirements, and can assist you in understanding what your obligations are, and how you may be able to plan your project to avoid or minimize impacts to wetlands. Where impact avoidance is not possible, our team includes Qualified Wetland Science Practitioners (QWSPs) who are able to conduct and sign-off on wetland assessments, and can help secure the required regulatory permits for your project.

Sometimes it can be hard to tell if you have a wetland on your property, or where the boundaries of the wetland begin and end. If you are unsure, please give us a call, we would be happy to help you.



Legislation & Regulations

AUTHENTICATING
PROFESSIONAL
(/QWSP-QUALIFIED-
WETLAND-SCIENCE-
PRACTITIONER)

LEGISLATION &
REGULATIONS
IMPACTING ALBERTA
WETLANDS (/ALBERTA-
REGULATIONS-AND-
LEGISLATION-
IMPACTING-
WETLANDS)

NAVIGATION
PROTECTION ACT
(1985) (/NAVIGABLE-
WATERS-PROTECTION-
ACT-1985)

MIGRATORY BIRDS
CONVENTION ACT
(1994) (/MIGRATORY-
BIRDS-CONVENTION-
ACT-1994)

ALBERTA WATER ACT
(2000) (/ALBERTA-
WATER-ACT-2000)

ENVIRONMENTAL
PROTECTION AND
ENHANCEMENT ACT
(2000)
(/ENVIRONMENTAL-
PROTECTION-AND-
ENHANCEMENT-ACT-

Public Lands Act (2000)



Province of Alberta

PUBLIC LANDS ACT

Revised Statutes of Alberta 2000
Chapter P-40

Current as of November 30, 2013

Office Consolidation

© Published by Alberta Queen's Printer

Alberta Queen's Printer
5th Floor, Park Plaza
10611 - 98 Avenue
Edmonton, AB T5K 2P7
Phone: 780-427-4952
Fax: 780-452-0668

E-mail: qp@gov.ab.ca
Shop on-line at www.qp.alberta.ca

(<http://www.qp.alberta.ca/documents/Acts/P40.pdf>)

2000)

MUNICIPAL GOVERNMENT ACT (2000) (/MUNICIPAL-GOVERNMENT-ACT-2000)

PUBLIC LANDS ACT (2000) (/PUBLIC-LANDS-ACT-2000)

SURVEYS ACT (2000) (/SURVEYS-ACT-2000)

FISHERIES ALBERTA ACT (2000) (/FISHERIES-ALBERTA-ACT-2000)

PROVINCIAL WETLAND RESTORATION & COMPENSATION GUIDE (2007) (/PROVINCIAL-WETLAND-RESTORATIONCOMPENSATION-GUIDE-2007)

RESPONSIBLE ENERGY DEVELOPMENT ACT (2013) (/RESPONSIBLE-ENERGY-DEVELOPMENT-ACT-2013)

ALBERTA WETLAND POLICY (2013) (/ALBERTA-WETLAND-POLICY-2013)

The *Public Lands Act* outlines the crown's ownership of the bed and shores of all permanent and natural occurring bodies of water and all naturally occurring rivers, streams, watercourses, and lakes. Under Section 3(1) of the *Public Lands Act*:

- *Subject to subsection (2) but notwithstanding any other law, the title to the beds and shores of: (a) all permanent and naturally occurring bodies of water, and (b) all naturally occurring rivers, streams, watercourses and lakes, is vested in the Crown in right of Alberta and a grant or certificate of title made or issued before, on or after May 31, 1984 does not convey title to those beds or shores.*

The location of the bank, as based on a legal land survey determines the extent of crown ownership. Generally wetlands classified from Class III to Class V and sometimes Class VI under the Stewart and Kantrud Wetland Classification System (/stewart-kantrud-system) are subject to the *Public Lands Act*; a wetland permanence assessment using historical aerial photographs is used to determine permanence as per the Guide for Assessing Permanence of Wetland Basins.

(<http://aep.alberta.ca/forms-maps-services/directives/documents/AssessingPermanenceWetlandBasins-Feb2016A.pdf>)

The *Public Lands Act* prohibits disturbance to public lands that may result in injury to the bed and shore of any body of water (i.e., river, stream, watercourse, lake). The act also regulates and enforces activities affecting crown owned bed and shores. Additionally, the *Public Lands Act* differentiates between the White (settled) Area and the Green (forested) Area and differentiates wetlands into these zones.



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 8.b) Fire Department Information & Request

Meeting Date: January 9, 2021

Background

Dave Amyotte has received a request and some information from the Mallaig Fire Department. He will give a report to council at the meeting.

Recommendation/RFD/Comments

For information and discussion only. Any action required by council will be identified at the meeting.



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 8.c) Little Library

Meeting Date: January 9, 2021

Background

Village resident, Wayne Overbo, with assistance from Abe Toews, has built a "Little Library" that he would like to put up in the Village. It is a free "Take One, Leave One" library. He would like to put it at the rec center, bolted to the deck, under the eaves. As you can see from the photos it is very attractive and well-built.

His email request and pictures of the project are attached.

Recommendation/RFD/Comments

For information and discussion only. Any action required by council will be identified at the meeting.



Norman Briscoe <svhorseshoebay@gmail.com>

Little Library

2 messages

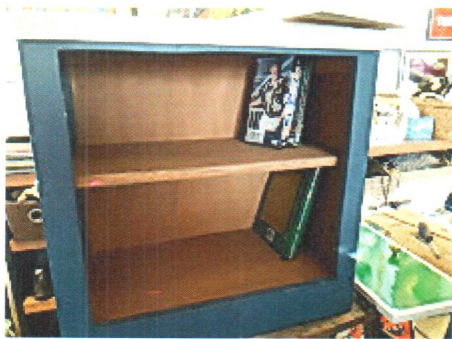
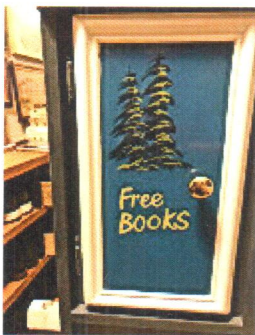
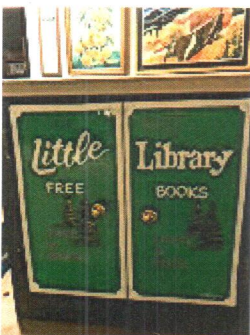
Wayne Overbo <wayneoverbo@gmail.com>
To: svhorseshoebay <svhorseshoebay@gmail.com>

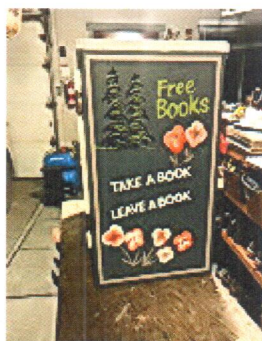
Wed, Jan 6, 2021 at 7:00 PM

Hi Norm and Diane,

A discussed in the past, attached are pictures of a little Free Library that was made largely with the help of Abe Toews, who used to live here. My stepfather. Do I have permission to mount it on a simple platform bolted to the deck in front of the Community Hall? I was thinking of putting it against the wall but not bolted to the wall. Under the eave.

Wayne.

4 attachments**Screenshot_20210106-185944_WhatsApp.jpg**
409K**Screenshot_20210106-184823_WhatsApp.jpg**
649K**Screenshot_20210106-184752_WhatsApp.jpg**
609K



Screenshot_20210106-184807_WhatsApp.jpg
688K

Norman Briscoe <svhorseshoebay@gmail.com>
To: Wayne Overbo <wayneoverbo@gmail.com>

Thu, Jan 7, 2021 at 10:09 AM

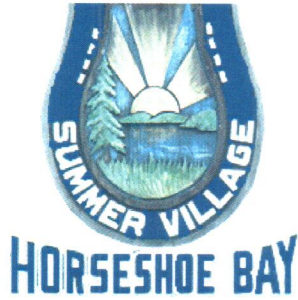
Good Morning Wayne;

Re: Little Library

There is a council meeting this Saturday morning 10:00 am. I will put your request on the agenda. I'm sure council will be pleased to approve it. I will get back to you after the meeting. Diane and I think it is a great community project.

Norman R. Briscoe
Chief Administrative Officer
Summer Village of Horseshoe Bay
PO Box 1778
St. Paul, AB TOA 3A0
(780)645-4677
www.svhorseshoebay.com
svhorseshoebay@gmail.com

[Quoted text hidden]



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 10.a & b) CAO Report & Action List

Meeting Date: January 9 2021

Background

The following documents are attached for information purposes:

- CAO Report to Council
- Action List

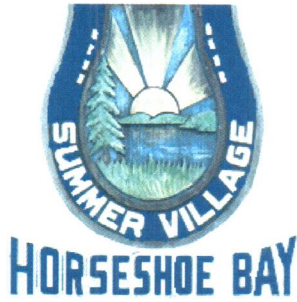
Recommendation/RFD/Comments

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

-Carried-

CAO Report and Action List

What	Status & Comments
<p>1 Stormwater Management for 2020 & 2021 MPE are working on the Preliminary Design & Implementation of stormwater & drainage</p> <p>MSI Capital grants</p> <p>Alberta Transportation grants. These are competitive grants, so we will not likely to get approval. The current priority is for large highway projects.</p>	<p>There is a delay with the preliminary engineering design, because AB Public Lands have claimed ownership of the bed and shore of the body of water located in Lot 24ER between Russel Dr. & Homestead Trail. The pond below Amyotte's lot. We are trying to arrange a meeting with AEP to discuss their claim & what it means to our stormwater drainage plans.</p> <p>I applied for a \$26,327 MSI grant for the 3 road culverts we replaced in Oct. We are eligible for this grant, but have not received official acceptance. The paving patches over the culverts will be done next year. I will be applying for additional MSI Capital funding this year.</p> <p>I phoned AB Transportation to determine if we are eligible. They said, yes but that while we may be eligible for a grant, they will not likely approve one, as our project is not within their current priorities. Therefore I did not apply.</p>
<p>2 Lake access on Twp. Rd 594 road allowance</p> <p>Public use & lake access</p>	<p>We will continue to work on Twp. Rd 594 below the Boat Launch area. Nikiforuk Construction removed the large rocks & leveled the area to make it more useable. Still needs more work. We will gravel the area this year, if needed.</p> <p>After TR 594 is leveled , we plan to move the floating platforms from the old board walk to this area to make it available as a day use area.</p>
<p>3 Boat Launch extension 100ft. Source of funding \$13,677 MP's grant with balance of cost from MSI capital. This MSP grant must be spent in 2021.</p>	<p>The \$13,677 MSP grant to help fund the boat launch was approved. The cost of the manufacturing 100 ft. of concrete boat launch ramps & delivery is about \$19,000 - \$20,000. The cost of installation will likely be a least \$10,000, depending on how much excavating we have to do to lower the elevation of the launch as it proceeds into the water.</p>
<p>4 Determination of natural water boundary</p> <p>Purchase of Crown Land</p>	<p>Determination of the new boundary of the summer village along the lake is completed. The new plans of subdivision have been approved and registered by Land Titles as MR lots.</p> <p>Explore Surveys filled the application for the SV to purchase the portion of crown land below the east sided of Martin Point Drive. We are waiting for Public Lands reply.</p>
<p>5 Sub-divide 2 new lots from reserve lots</p>	<p>Application for sub-division was submitted to our Subdivision Authority (SA) for approval. December 3, 2020, pursuant to a requirement of the MGA, the SA mailed notice to 51 adjacent property owners. Owners may make a written submission to the SA, within 14 days of the date of the notice. They do not have the right to appeal the subdivision. The SA has until Jan 23, 2021 to make a decision.</p>
<p>6 Martin Rec. Center betterment & enhancement project.</p>	<p>This project is still on hold until we identify stormwater work and funding. I will try do some work this winter if I can find people to do the work, such as, electrical upgrades and drywall patching. Lloyd will have the outside of the main door painted in the spring.</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 9, 2021

Background

Financial Reports for the year ended December 31, 2020:

- Actual Year-to-Date to Budget,
- Cheque log: for the months of October, November & December, 2020
- December 31, 2020 Bank Reconciliation
- Discussion Draft: 2021 Operating & Capital Budgets
- 2020 Grant Reconciliation

Recommendation/RFD/Comments

MOVED BY _____ that the financial reports for the year ended December 31, 2020, be accepted as presented.

-Carried-

Summer Village of Horseshoe Bay
Projected Actual to Budget
For the year ended December 31, 2020

	2020 Budget	2020 Actual Projected Operating	
REVENUE			
Taxation Revenue			
Tax Recovery Transfer			
Residential Property Tax	\$ 98,085	\$ 97,842	
Minimum Tax	16,869	16,869	
Total Residential property tax	114,954	114,711	
Non-Residential - Linear Prop. Tax	1,246	1,239	
Non-Residential minimum tax	632	632	
Non-Res. Linear Property Tax	1,878	1,871	
Total Property Taxes & GIP	116,832	116,582	
Less Education Requisition transfers	41,680	41,680	
DI Property Tax Requisition 2020 \$12.98	-	-	
Total Tax Revenue	75,152	74,902	
Other Revenue			
User Fees (Certificate, fees, etc.)	300	350	
Investment Revenue	889	1,530	
Penalties & Costs on Taxes	700	268	
Permits (Development) & Licenses	300	200	
Miscellaneous Revenue	-	1	
Recreation Revenue	2,000	200	
Total Other Revenue	4,189	2,549	
Funding from Grants			
Government Transfers for MSI Operating	6,818	6,818	
Government Transfers for ACP grants	246,841	80,000	Est
Total Grant Funding	253,659	86,818	
TOTAL REVENUE	333,000	164,269	
EXPENSE			
Council			
Council Honorarium	5,700	4,800	
Council Travel & Subsistence	1,800	225	
Council Communications - Wi-Fi	500	427	
Council Memberships & Registrations	1,000		
Total Council	9,000	5,452	
General & Administrative Expenses			
Administration - Contract	17,600	18,613	
Travel & Subsistence	200		
Advertising & Promotions	100	45	
Assessment Services	5,150	5,150	
Audit & Legal	6,220	6,220	
Communication - Courier & Postage	600	368	
Memberships	1,500	1,444	
Gen/Admin Materials, goods & supplies	1,080	2,423	
Miscellaneous & Other services	100	175	
Registrations	100		
WCB	350	364	
Website Maintenance	1,000	814	
Total General & Administrative Expenses	34,000	35,616	

Summer Village of Horseshoe Bay		Jan. 5, 2021
Projected Actual to Budget		
For the year ended December 31, 2020		
	2020 Budget	2020 Actual
		Projected
		Operating
EXPENSES continued		
Roads, Streets, Walks, Lighting		
Roads Services purchased non-govt	13,000	5,888
Road Maintenance & repairs materials	1,659	100
Road Maintenance by County of St Paul	4,000	2,000
Signage	500	22
Stormwater & Drainage	246,841	80,838
Amortization	49,000	48,859
Total Roads, Streets, Walks, Lights	315,000	137,707
Fire & Preventive Services		
Police Recovery cost	1,624	1,624
Emergency Management (E911)	300	293
Preventive Services purchased	0	-
Preventive Services materials & supplies	56	-
Fire Expenses	2,920	2,920
Reg. Emergency Management Exp.	1,600	1,263
Reg. Occupational Health & Safety	1,000	1,099
MuniSite (WebMap) GIS (AAG)	500	-
Total Fire & Preventive Services	8,000	7,199
Waste Management		
Waste Management Non-County	703	15
Waste Management County St Paul	12,297	12,297
Amortization	1,000	719
Total Waste Management	14,000	13,031
Planning, Development & IM Collaboration		
ISDAB per diem per hearing & travel	1,000	-
Planning, Develop't & IM Collaboration	1,000	-
Parks & Recreation		
Contracted Services - Hall	500	81
Contracted Services -Park grass & equip't	3,000	3,977
Contracted Services - Other	1,500	200
Total Contracted Services - Labour	5,000	4,258
Contracted Services County of St Paul	2,000	1,905
Share of Rec Class A Assets Operating costs	2,557	2,557
Insurance Rec. Centre, parks & recreation	2,400	2,368
Materials, Goods & Supplies	2,543	540
Utilities	4,500	4,300
Small capital purchases from Capital	2,000	-
Amortization	4,000	3,876
Total Parks & Recreation	25,000	19,804
TOTAL OPERATING EXPENSE	406,000	218,809
NET Surplus (Deficiency)	-73,000	-54,540
Other		
Government transfers for Capital	133,000	33,815
Excess (Deficiency) of Rev over Exp	60,000	-20,725
Adj. for cash items, not PSAB Rev. or Exp.		
Tangible Capital Assets expenditures	-148,000	-59,155
Deficiency of Rev over Exp after amort.	-88,000	-79,880
Adjust for non-cash items:		
Amortization expense	54,000	53,454
Transfer from Unrestricted Surplus for Op	4,000	-
Transfer from Unrestricted Surplus	30,000	30,000
FINANCIAL PLAN Balance	\$ -	\$ 3,574

Summer Village of Horseshoe Bay

Cheque Log for A/C#1060 CU Chequing Account from Oct. 1 to December 31, 2020

Cheque

No.	Date	Payee	Purpose	Amount
Cheque Log for A/C#1060 CU Chequing Account from Oct. 1 to Oct. 31, 2020				
2396	10/3/2020	Lloyd & Norrie Miller	Grass cutting, tree removal in Sep 2020	\$ 1,440.00
2397	10/3/2020	Municipal Assessment Services	Assessment services Oct 1 - Dec.31, 2020	1,351.88
2398	10/3/2020	Gary Burns	Council honorarium 2020	1,000.00
2399	10/3/2020	Dave Amyotte	Council honorarium 2020	1,000.00
2400	10/3/2020	Eli Gushaty	Council honorarium 2020	1,000.00
2401	10/3/2020	Norman Briscoe	Bonus 2020	1,000.00
2402	10/20/2020	Melanie Russell	Gift for bottle & can recycling	100.00
2403	10/20/2020	Bonnyville Regional Fire Authority	E911 dispatch Oct 1 - Dec 31, 2020	73.11
2404	10/20/2020	MPE Engineering Ltd.	Stormwater Mngt plan project services for Sep	8,635.20
2405	10/20/2020	AltaGas Utilities	Rec Centre Heating to Oct 9/20	68.98
2406	10/20/2020	BMO Bank of Montreal Mastercard	Adobe ,Mower part & supplies	230.17
2407	10/22/2020	Direct Energy Regulated Services	Electrical Power bills to Oct 14, 2020	279.39
2408	10/22/2020	Nikiforuk Construction Ltd.	Replace & instal culverts	31,147.73
2409	10/29/2020	Dave Amyotte	Per Diem STEP Ec Dev Alliance Mtgs Oct	450.00
2410	10/31/2020	Norman R Briscoe	Oct. Contract & WebSite maintenance	1,498.65
Total amount paid Oct 1, 2020 to Oct.31, 2020				<u>49,275.11</u>

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

2411	11/20/2020	Lloyd & Norrie Miller	Tree trimming Oct	82.50
2412	11/20/2020	Ashmont Septic Tank Services	Pump hall septic tank & outdoor toilet	126.00
2413	11/20/2020	Town of Elk Point	Class A facilities service costs Jan-Jun/20	86.41
2414	11/20/2020	MPE Engineering Ltd.	Stormwater Mngt plan project services for Oct	2,291.10
2415	11/20/2020	BMO Bank of Montreal Mastercard	GoDaddy fee \$323.88 & HP & Brother Toner	821.87
2416	11/20/2020	AltaGas Utilities	Rec Centre Heating to Nov 6/20	102.75
2417	11/23/2020	Direct Energy Regulated Services	Electrical Power bills to Nov 12/20	267.38
2418	11/30/2020	County of St. Paul No. 19	Weed Control \$2,000 Snowplowing&sand Oct /20	2,096.50
2419	11/30/2020	Dave Amyotte	Per Diem STEP Ec Dev Alliance Mtgs Nov	300.00
2420	11/30/2020	Norman R Briscoe	Nov. Contract & WebSite maintenance	1,498.65
Total amount paid Nov 1, 2020 to Nov.30, 2020				<u>7,673.16</u>

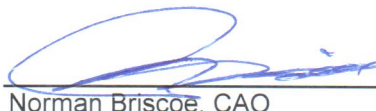
Cheque Log for A/C#1060 CU Chequing Account from Dec. 1 to Dec. 31, 2020

2421	12/18/2020	Dave Amyotte	Per Diem STEP EDA committee mtg Dec10/20	150.00
2422	12/18/2020	AltaGas Utilities	Rec Centre Heating to Dec 7/20	134.31
2423	12/18/2020	BMO Bank of Montreal MasterCard	GoDaddy Standard SSL Certificate renewal	99.99
2424	12/18/2020	MPE Engineering Ltd.	Stormwater Mngt plan project services for Nov	2,313.15
2425	12/21/2020	County St. Paul No. 19	Snowplowing Nov 26 & 30, 2020	300.00
2426	12/21/2020	Town of Elk Point	Class A facilities service costs Jul-Dec/20	86.41
2427	12/22/2020	Direct Energy Regulated Services	Electrical Power bills to Dec11/20	289.82
2428	12/23/2020	Elaine Staudzs	Hall - inspect, maintain, clean & supplies	81.00
2429	12/31/2020	Gov't of Alberta - Education	ASFF requisition 4th Q Oct - Dec, 2020	10,735.23
2430	12/31/2020	Norman R Briscoe	Dec. Contract & WebSite maintenance	1,498.65
Total amount paid Dec 1 ,2020 to Dec 31, 2020				<u>15,688.56</u>

Total amount paid Oct 1, 2020 to Dec 31, 2020

\$ 72,636.83

This report submitted to Council the 9th day of January, 2021



Norman Briscoe, CAO

Summer Village of Horseshoe Bay
Servus Credit Union
Bank Reconciliation

December 31, 2020

Balance of Chequing account per bank statement as at December 31, 2020 \$ 3,765.70

Add Outstanding deposits

Date	Ref No.	Payer/Source	Amount
Dec.31/20			\$ -
Dec.31/20		Transfer from Savings a/c	
Total Outstanding deposits			0.00

Sub-total

3,765.70

Less Outstanding cheques & transfers to sav.

Date	Cheque #	Association of Summer Villages of Alberta	Amount
Dec.18/20	2424	MPE Engineering Ltd. - Stormwater Pre-design	\$ 2,313.15
Dec.21/20	2426	Town of Elk Point - Rec agreement	86.41
Dec.22/20	2427	Direct Energy Regulated Services Atco Elec. Power	289.82
Dec.23/20	2428	Elaine Staudz - Hall inspections & cleaning	81.00

2,770.38

Balance of Chequing account as at December 31, 2020

995.32

Balance of Chequing a/c per general ledger a/c 1060

995.32

Difference December 31, 2020

\$ 0.00

explanation if required.

none

Balance of savings account per bank statement as at December 31, 2020 \$ 462,844.46

Add outstanding transfers from Chequing a/c

-

Less outstanding transfer to Chequing a/c

\$ -

outstanding transfer to Chequing a/c

462,844.46

Balance of savings a/c per general ledger a/c 1065

462,844.46

Difference December 31, 2020

\$ 0.00

explanation if required.

Cash in Bank December 31, 2020

General ledger a/c # 1060 Chequing account

\$ 995.32

General ledger a/c # 1065 Savings account

462,844.46

Cash in Bank December 31, 2020

\$ 463,839.78


Norman Briscoe, Administrator

SUMMER VILLAGE OF HORSESHOE BAY

2021 BUDGET WORK SHEET				Updated Jan 5, 2021
FOR DISCUSSION PURPOSES			Preliminary	
		Estimated	DRAFT	
REVENUE	2020 Budget	2020 Actual	2021 Budget	
Taxation Revenue				
Tax Recovery Transfer	\$ -	\$ -	\$ -	
Residential Property Tax	98,085	97,842	97,842	Mun. Rate increase 0.0000
Minimum Tax Residential	16,869	16,869	16,869	Min. Tax increase \$0
Total Residential Property Tax	114,954	114,711	114,711	
Non-Residential - Linear Property	1,246	1,239	1,239	includes \$13 DIP and
Non-Residential min. tax	632	632	632	Total min. tax \$17,501
Total Non-Residential proerty tax	1,878	1,871	1,871	
Total Property Taxes	116,832	116,582	116,582	
Less ASFF Education Requisition payments	41,680	41,680	41,680	2020 ASFF requisition
DI Property Requisition payment	-	-	-	
Net Municipal Property Taxes	75,152	74,902	74,902	2020 figures
Other Revenue				
User Fees (Certificate fees ,Hall use,etc.)	300	350	300	
Investment Revenue	889	1,530	825	
Penalties & Costs on Taxes	700	268	500	
Permits (Development)	300	200	200	
Miscellaneous, other revenue & contingency	-	1	-	
Recreation Revenue	2,000	200	2,000	
Other Revenue	4,189	2,549	3,825	
Revenue before Op. Grants	79,341	77,451	78,727	
Government Transfers for Operating				
Gov't Transfers for MSI OP grant	6,818	6,818	5,273	
Gov't Transfers for ACP grant	246,841	80,000	120,000	Stormwater Mngt
Total Grant Funding for Operating	253,659	86,818	125,273	
TOTAL REVENUE	\$ 333,000	\$ 164,269	\$ 204,000	
EXPENSE				
Council				
Council Honorarium	5,700	4,800	6,700	
Council Travel & Subsistence	2,000	225	1,800	
Council Communications - Wi-Fi	300	427	500	
Council Election & Census expenses			1,000	
Council Memberships, Registrations & continency	1,000	0	1,000	
Council	9,000	5,452	11,000	
General & Administrative Expenses				
Administration - Contract	17,600	18,613	20,000	
Admin., Travel & Subsistence	200	0	100	
Advertising & Promotions	100	45	200	
Assessment Services	5,150	5,150	5,300	
Audit & Legal	6,220	6,220	5,900	
Communications - Courier & Postage	600	368	1,000	
Memberships	1,500	1,444	1,500	
Materials, goods & supplies	1,080	2,423	2,400	
Admin Services & Other Expenses	100	175	100	
Registrations	100	0	100	
WCB	350	364	400	
Website Maintenance	1,000	814	1,000	
General & Administrative Expenses	34,000	35,616	38,000	

SUMMER VILLAGE OF HORSESHOE BAY

2021 BUDGET WORK SHEET				
Preliminary 2021 Budget worksheet			Updated Jan 5, 2021	
FOR DISCUSSION PURPOSES		Estimated	Preliminary	
EXPENSES continued		2020 Budget	2020 Actual	DRAFT
		2020 Budget	2020 Actual	2021 Budget
Roads, Streets, Walks, Lighting				
Non-routine road & stormwater mitigation	13,000	5,888	13,000	MSI Cap grant
Road Maintenance Materials from Non-gov't	1,659	100	800	
Road Maintenance County of St Paul	4,000	2,000	4,000	
Signage	500	22	200	
Sub-total before ACP projects & Amort.	19,159	8,010	18,000	
Stormwater Pre-design engineering	246,841	80,838	120,000	ACP grant
Amortization - Roads & bridges	49,000	48,859	49,000	
Roads, Streets, Walks, Lights	315,000	137,707	187,000	
Protective Services & Fire				
Policing Cost Recovery	1,624	1,624	2,438	
Emergency - E911	300	293	300	
Crime prevention services purchased	0	0	0	
Prevention services materials & supplies	56	0	192	
Fire Expenses - County of St Paul	2,920	2,920	2,920	
Reg. Emergency Management exp.	1,600	1,263	1,300	
Occupational Health & Safety	1,000	1,099	1,100	
Regional GIS system services - MuniSlgth	500		750	
Fire & Preventive Services	8,000	7,199	9,000	
Waste Management				
Waste Management Non-County	703	15	300	
Waste Management County	12,297	12,297	13,000	
Amortization Waste transfer station	1,000	719	700	
Waste Management	14,000	13,031	14,000	
Planning and Development				
ISDAB Training & Panels	125		835	
IM Economic Development	875		165	
Planning and Development	1,000	0	1,000	
Parks & Recreation				
Contracted Services - Hall	500	81	300	
Contracted Services - Park grass & equip.	3,000	3,977	4,200	
Contracted Services - non-gov't	1,500	200	1,000	
Total Contracted Services - Labour	5,000	4,258	5,500	
Contracted services from County St Paul	2,000	1,905	2,500	
SV share of Class A Rec Facilities	2,557	2,557	2,600	
Insurance Rec. Centre, park & recreation	2,400	2,368	2,500	
Materials, Goods & Supplies	2,543	540	2,400	
Utilities (power, heating, water & sewer)	4,500	4,300	4,500	
Small capital purchases & sports equip't	2,000	0	2,000	MSI Cap grant
Amortization P & R	4,000	3,876	4,000	
Parks & Recreation	25,000	19,804	26,000	
TOTAL OPERATING EXPENSE	406,000	218,809	286,000	
Excess (Shortfall) of Revenue				
over Expenses before Capital	-73,000	-54,540	-82,000	
Government transfers for Capital	133,000	33,815	363,000	
EXCESS of REVENUES over EXPENSES	60,000	-20,725	281,000	
Adj. for cash items, not PSAB Rev. or Exp				
Tangible Capital Assets expenditures	-148,000	-41,940	-348,000	
Deficit before non-cash items	-88,000	-62,665	-67,000	
Adjustment for non-cash items:				
Amortization of TCA	54,000	53,454	53,700	
Transfer from Unrestricted Surplus for Operating	4,000	0	-	
Transfer from Unrestricted Surplus for Capital	30,000	12,785	18,000	
FINANCIAL PLAN Balance	\$ -	3,574	\$ 4,700	Based on 2020 taxes

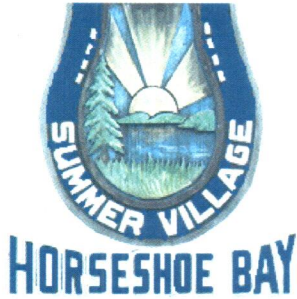
SUMMER VILLAGE OF HORSESHOE BAY

		2021 BUDGET WORK SHEET				
		FOR DISCUSSION PURPOSES			Updated Jan 5, 2021	
		Preliminary 2021 Capital Budget worksheet				
CAPITAL Projects & Budget 2021		Capital Projects	Expenditures Budget	Transfers for Capital	Capital Grants Available for	
MSI Capital	2018 MSI & BMTG Allocation less \$654 spent in 2020				\$	83,473
	2019 MSI & BMTG Allocation					69,430
	2020 MSI & BMTG Allocation					77,267
	2021 MSI & BMTG Allocation estimate					56,905
MSI CAP funding available						287,075
GTF	Gas Tax Fund grant 2018	\$ 9,026				
	Gas Tax Fund grant 2019	18,249				
	Gas Tax Fund grant 2020	9,176				
	Gas Tax Fund grant 2021 Est	9,176				
	funding available	45,627				45,627
MSP	2021 for Boat Launch extension					13,677
Capital Grant funds available						346,379
2021 Capital projects						
Roads	Coney Dr Soft spot repair	\$ 27,000				
	Horseshoe Bay Dr repair in front of DW#73 Est	30,000				
	Patch & pave over 2 Culverts replaced HBD Est	14,000				
	Other softspot, pot hole repair & contingency	4,000				
	Total Road projects	75,000				
	Road surface treatment all roads	120,000				
		195,000.00	\$ 195,000	\$ 195,000		-195,000
Stormwater drainage infrastructure		65,000.00	65,000	65,000		-65,000
Recreation Centre Rehabilitation & Upgrades						
	Rec Centre Hall rehabilitation/upgrade	\$ 25,000				
	Gazebo betterments	10,000				
	Park Area Drainage	5,000				
Recreation Centre Rehabilitation & Upgrade project total cost			40,000	40,000		-40,000
Boat Launch extension	\$13,677 +	16,323	30,000	30,000		-30,000
2021 Capital expenditures (TCA) funded from grants			330,000	330,000		-330,000
Capital funding available for future projects & over expenditures						16,379
Plus Expense	Drainage & flood mitigation not capitalized		13,000			
	Small capital purchases expensed not in above		2,000			
	Total Op Expenses funded from Capital grants		15,000	15,000		-15,000
Total 2021	Gov't transfers for Capital		345,000	345,000		
	Uncommitted Capital grant allocations for 2021					\$ 1,379
Capital Projects funded from reserves						
Natural Boundary change and Subdivision of reserve lots						
	- Sub-divide 2 new lots from reserve land		\$ 11,465			
	- Professional servcies to purchase crown land		2,000			
	- Application & endorsement fees for subdivision of 2 lots		2,400			
	- Preparation of Bylaw for Subdivision & boundary change		1,000			
	Contingency		1,135			
TCA	Land additions		\$ 18,000			
Transfer from Unrestricted Surplus for Capital (TCA)					18,000	
Total 2021Capital expenditures budgeted			\$ 403,000			
				\$ 363,000		
Tangible Capital Assets (TCA) additions						
	Roads Culverts & ditches	\$ 195,000				
	Stormwater drainage infrastructure	65,000				
	Recreation Centre & park drainage	40,000				
	Extend baot launch	30,000				
		330,000				
	Land additions	18,000				
Total 2021 TCA additions		\$ 348,000				

Summer Village of Horseshoe Bay
2020 GRANT RECONCILIATION

GRANT NAME	Deferred Revenue & Grant Allocations						Accounts Receivable & Cash from grants		
	Deferred Rev	Allocations	YTD	Total	2020	Deferred Rev	Dec.31/20	Dec.31/20	Dec.31/20
Balance Jan.1/20	Received (Not yet Received)	Interest Earned 2020	Funding Available for 2020	Expenditures applied to grants	In Cash Balance Dec.31/20	Not yet Received	Cash on hand from grants	Unspent A/R & Cash from Grants	
MSI Op 2020	0.00	6,818.00	6.64	6,818.00	6,818.00	0.00	0.00	0.00	
MOST Received Nov'13		12,392.00		12,398.64		0.00	12,398.64	12,398.64	
Total MSI Operating	0.00	19,210.00	6.64	19,216.64	6,818.00	0.00	12,398.64	12,398.64	
ACP SWMT Plans	46,365.36	0.00	166.82	46,532.18	30,405.04	16,127.14	0.00	16,127.14	
ACP SW Pre-design	0.00	200,000.00	281.98	200,281.98	38,273.95	162,008.03	0.00	162,008.03	
Total ACP	46,365.36	200,000.00	448.80	246,814.16	68,678.99	178,135.17	0.00	178,135.17	
Capital Grants									
MSI Cap 2017 - 50%	28,544.50	28,544.50	0.00	28,544.50	28,544.50	0.00	0.00	0.00	
MSI Cap 2018	73,694.00	73,694.00		73,694.00	653.50	-653.50	73,694.00	73,040.50	
MSI Cap 2019	58,997.00	58,997.00		58,997.00		58,997.00	58,997.00	58,997.00	
MSI Cap 2020	0.00	66,834.00		66,834.00		66,834.00	66,834.00	66,834.00	
Total MSI Capital	161,235.50	228,069.50	0.00	228,069.50	29,198.00	-653.50	199,525.00	198,871.50	
BMTG 2017 - 50%	4,616.50	4,616.50	0.00	4,616.50	4,616.50	0.00	0.00	0.00	
BMTG 2018	10,433.00	10,433.00		10,433.00		10,433.00	10,433.00	10,433.00	
BMTG 2019	10,433.00	10,433.00		10,433.00		10,433.00	10,433.00	10,433.00	
BMTG 2020	0.00	10,433.00		10,433.00		10,433.00	10,433.00	10,433.00	
Total BMTG	25,482.50	35,915.50	0.00	35,915.50	4,616.50	0.00	31,299.00	31,299.00	
Total MSI Capital	186,718.00	263,985.00	0.00	263,985.00	33,814.50	-653.50	230,824.00	230,170.50	
BC - GTF 2018	9,026.00	9,026.00		9,026.00	0.00	9,026.00	9,026.00	9,026.00	
BC - GTF 2019	18,249.00	18,249.00		18,249.00		18,249.00	18,249.00	18,249.00	
BC - GTF 2020	0.00	9,176.00		9,176.00		9,176.00	9,176.00	9,176.00	
Total BC - GTF	27,275.00	36,451.00	0.00	36,451.00	0.00	0.00	36,451.00	36,451.00	
Total Capital	213,993.00	300,436.00	0.00	300,436.00	33,814.50	-653.50	267,275.00	266,621.50	
Total grants	260,358.36	519,646.00	455.44	566,466.80	109,311.49	189,880.31	267,275.00	457,155.31	

Reconciliation to Def. Rev.	Jan. 1/20	Dec.31/20
Unspent grants received	\$ 46,365.36	\$ 189,880.31
Cap grants not rec'd	186,718.00	230,824.00
Gas Tax fund not rec'd	27,275.00	36,451.00
Grants in Def. Rev	260,358.36	457,155.31
Recreation Fund	2,572.02	4,161.89
Total Def. Rev a/c 2340	\$ 262,930.38	\$ 461,317.20



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 12) Correspondence

Meeting Date: January 9, 2021

Background

- A. Alberta Disaster Assistance programs
- B. Letter from Cold Lake Mayor to Minister of Health Re: COVID-19 Contact Tracing App -
- C. Bylaw Enforcement Services from "Investigative Services"

Recommendation/RFD/Comments

MOVED BY _____ that the correspondence, be accepted as presented.

-Carried-

- A.
- B. MOVED BY Dave not to pass the suggested resolution. CARRIED
- C. MOVED BY Ali not to retain the services of Bylaw officer at this time.



Norman Briscoe <svhorseshoebay@gmail.com>

Fwd: Ice Quake DRP 2020 information

1 message

Norman Briscoe <svhorseshoebay@gmail.com>

Mon, Dec 28, 2020 at 10:04 AM

To: Gary Burns <gmburns45@gmail.com>, Dave Amyotte <dave@amyotteweld.ca>, Eli Gushaty <egushaty@telusplanet.net>

FYI. I will put this on the Jan 9, 2021 agenda for discussion.

Norman R. Briscoe
Chief Administrative Officer
Summer Village of Horseshoe Bay
PO Box 1778
St. Paul, AB T0A 3A0
(780)645-4677
www.svhorseshoebay.com
svhorseshoebay@gmail.com

----- Forwarded message -----

From: **ASVA Exec Director** <summervillages@gmail.com>

Date: Sun, Dec 27, 2020 at 3:36 PM

Subject: Fwd: Ice Quake DRP 2020 information

To: Association of Summer Villages of Alberta <summervillages@gmail.com>





One of our summer villages has experienced some lakefront property damage due to ice quakes. They are encouraging their residents to check with their insurance companies to see if they have coverage for this type of damage. If there is damage to public property that the summer villages may own, please check with your insurance company as well. There may also be an opportunity for assistance through the Disaster Assistance program. I have forwarded that information as well.

Regards,
Deb Hamilton
Executive Director
Association of Summer Villages of Alberta
780-236-5456
execdirector@asva.ca
www.asva.ca

5 attachments



12.c)

-  **Alberta Private Sector Disaster Assistance Guidelines 2020.pdf**
550K
-  **Alberta Public Sector Disaster Assistance Guidelines 2020 .pdf**
537K
-  **2020 Residential Fact Sheet.pdf**
195K
-  **Tab 4.b Application form (new).docx**
150K

Disaster Recovery Program Assistance for homeowners and residential tenants

Financial help for Albertans

The Disaster Recovery Program (DRP) provides financial assistance to qualifying homeowners and residential tenants for uninsurable loss and damage caused by emergencies and disasters. The DRP helps return essential property to its basic, pre-disaster functional condition.

DRPs are a final resort to assist after a disaster. You must access your own insurance options first. DRPs do not cover all types of damage or loss and may not cover the full cost of replacement.

Checklist of actions immediately after the disaster

1. Contact your insurance company and open a claim.
2. Obtain a letter confirming address of damaged property, date of loss and cause of loss. If insurance was paid, provide a detailed description of what was paid. If no coverage was provided, an explanation why.
3. Contact your local authority to see if there are any supports available to you through non-governmental organizations in the area.
4. Homeowners: check the DRP website to see if your property address has previously received DRP assistance (after 2020).
5. Take pictures of:
 - All damaged items before you throw anything away or make any repairs.
 - The inside and outside of your property.
6. Begin clean-up and repair work. Make sure you record all of the time you spend cleaning up and making repairs.
7. Keep copies of all receipts for clean-up, repairs, and replacement of damaged property.
8. Contact your local authority and ask about the potential for a disaster recovery program in your area.
9. Submit a DRP Statement of Loss and Damage Application (if/once a program is approved in your area). You can get an application online at: <https://recovery.alberta.ca/SitePages/Home.aspx>. Upon receipt of your application, a case manager will contact you to guide you through the entire application process.
10. Gather, if applicable, the supporting documentation listed on the next page.

Contact

Alberta Emergency Management Agency

Mail: 5th Floor, Terrace Building

9515 107 Street NW

T5K 2C1 Edmonton, Alberta

Phone Toll Free: 1-888-671-1111

Email: drp.info@gov.ab.ca

Find us online at www.alberta.ca/disaster-recovery-programs.aspx

©2020 Government of Alberta | Published: April 2020 | ISBN: XXX-X-XXXX-XXXX-X



Supporting documentation

You must submit one or more of the following to show that the damaged property was your principle residence:

- Property tax assessment (homeowners) from the year preceding the flood event.
- Lease agreement (tenants).
- Utility bill(s) within 90 days prior to the flood event date.

Other items you should have available include:

- Photographs of:
 - The property damage.
 - Any repairs in progress.
 - Items that you threw out after the disaster.
- A list of lost or damaged items.
- Receipts for repairs and replaced items, inspection reports, and invoices for contractor clean-up.
- A record of all the time you spent cleaning up.

Insurance letter requirements

You need to submit a letter from your insurance company. The letter must be on official letterhead, be signed by an authorized agent, and include the following:

- Name(s) of the insurance policy holder(s).
- Policy and/or claim number.
- Name and phone number of the insurance broker or agent.
- Date of loss.
- Date on which the broker/agent was notified of the loss.
- Address of the damaged property (legal land descriptions) for all affected sections of land.
- Type and cause of the damage or loss.

Your insurance letter must also include a clear indication of what is covered and what is not covered and why:

- A complete list of what damages were covered, including settlement amounts for all equipment and property.

- Any damages not covered should be outlined, including the reason that part of your claim was denied.
 - Was part of your claim denied because the damage was due to flood?
 - Was part of your claim denied because you did not have a sewer back-up endorsement, or because the sublimit on your policy was reached?

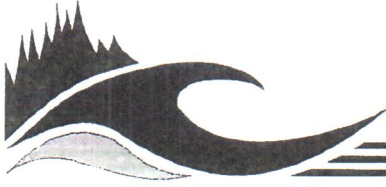
DRP Website

www.alberta.ca/disaster-recovery-programs.aspx

Find us online at www.alberta.ca/disaster-recovery-programs.aspx

©2020 Government of Alberta | Published: April 2020 | ISBN: XXX-X-XXXX-XXXX-X

 Alberta



OFFICE OF THE MAYOR

December 3, 2020

Via Email health.minister@gov.ab.ca

Government of Alberta
Office of the Minister of Health
423 Legislature Bldg. 10800-97th Avenue
Edmonton, AB T5K 2B6

Attention: Honourable Tyler Shandro, Minister of Health

Dear Minister Shandro:

At the City of Cold Lake's regular Council meeting, held on November 24, 2020, City Council debated concerns being raised by our residents relating to access to the Government of Canada's "COVID-19 Alert" mobile application.

In the Cold Lake context, these concerns are exacerbated due to our proximity to the Province of Saskatchewan, the City of Cold Lake's position as an economic hub in the northeast, and the presence of CFB Cold Lake. Many Saskatchewan residents are using the federal COVID-19 contact/exposure alert application and come to our community to shop and access healthcare services. It is our hope that a solution may be found that would allow the Government of Alberta to enable the federal government's application, or to harmonize the Alberta tracing application with the federal one.

We understand that the "ABTraceTogether" was launched in May 2020 and the Government of Canada developed its "COVID-19 Alert" at a later date, and that this has caused concerns relating to provincial coordination and potential confusion between different applications.

Our Council feels that the Government of Alberta deserves much credit in its quick response, development, and deployment of its tracing application. Since inter-provincial travel and trade is critical to our economy and will be a large factor in our post COVID recovery, however, it is our hope that a Canada-wide solution can be implemented as soon as reasonably possible.

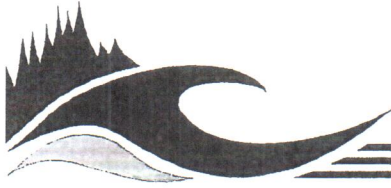
Although the federal government's application may have been late, it has the unique advantage of being able to trace contacts across the country. Our residents feel there are significant benefits a Canada-wide approach can bring to help safely strengthen interprovincial travel and trade.

In response to our residents' concerns, Council passed the following resolution:

Moved by Councillor Vining that Council consider a letter to the Government of Alberta urging it to open access to the federal COVID-19 mobile app in Alberta.

WHEREAS Canada is in the midst of a global pandemic relating to the COVID-19 virus, during which health experts have expressed the need to be able to trace people who may have been exposed to the virus in an effort to break the cycle of infection; and

.../2



RECEIVED DEC 09 2020

City of **Cold Lake**

OFFICE OF THE MAYOR

-2-

***WHEREAS** the Government of Canada has developed a nation-wide mobile application to assist with tracing efforts in response to the COVID-19 pandemic; and*

***WHEREAS** as on November 4, 2020, eight (8) provinces and territories have opened the app for access within their jurisdictions and over 5 million Canadians have now downloaded the application.*

***NOW THEREFORE BE IT RESOLVED** that the Council of the City of Cold Lake urges the Government of Alberta to enable the Government of Canada "COVID-19 Alert" application for Albertans.*

And that a copy of this resolution be sent to the Honourable Jason Kenny Premier of Alberta, MLA David Hansen, opposition health critic MLA David Shepherd, the Alberta Urban Municipalities Association, and all municipalities within the Province of Alberta.

The City feels that the more Albertans who voluntarily download and use a tracing application capable of operating across all provinces, the quicker Albertans can react to information and assist with curbing the spread of the COVID-19 virus, which will assist in quicker economic recovery efforts.

The City of Cold Lake appreciates your leadership in these uncertain times and stands ready to assist in any way called upon.

And we remain,

Respectfully yours,

Craig Copeland,
Mayor

cc: Council
Chief Administrative Officer K. Nagoya
The Honourable Jason Kenny, Premier of Alberta
The Honourable David Hanson, MLA Bonnyville-ColdLake-St. Paul Constituency
The Honourable David Shepherd, MLA Opposition Health Critic
Alberta Urban Municipalities Association (AUMA)
and all Municipalities within the Province of Alberta



Norman Briscoe <svhorseshoebay@gmail.com>

RE: Bylaw Enforcement Services

1 message

Investigative Assurance <info@investigativeassurance.com>

Mon, Dec 21, 2020 at 5:43 PM

To: "Norman Briscoe (svhorseshoebay@gmail.com)" <svhorseshoebay@gmail.com>

Good evening Mr. Briscoe,

I am writing you this evening to formally introduce myself.

My name is Tammy Goddu. I am currently the Bylaw Enforcement Officer for the County of St. Paul AND the Town of Elk Point. I have received your contact information from Sheila Kitz in an effort to expand my horizons and my Municipal enforcement footprint.

Should you be interested in hiring a Bylaw Officer to enforce bylaws in the Summer Village of Horseshoe Bay on a regular basis or you would simply like to address certain issues in specific areas in a strategic manner, I am interested in communicating with you. If such IS the case, please preview the attached presentation for information regarding my credentials and organizational skills.

Should you have any further questions, or you wish to reach out to Sheila for a quality assurance reference check, please do not hesitate to contact either myself or Sheila in this regard.

I look forward to hearing from you.

Kind regards,

12.c)



Tammy

Goddu

Licensed Investigator

T: 780-201-6777

F: 780-724-2747

E: info@investigativeassurance.com

P.O. Box 474

Elk Point, Alberta T0A 1A0

PRIVILEGE AND CONFIDENTIALITY NOTICE

This message is intended only for the use of the individual or entity to which it has been addressed and may contain information that is privileged and confidential. If you are not the intended recipient, or the employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If this communication has been received in error, please notify the sender immediately and delete all copies of this material.

3 attachments