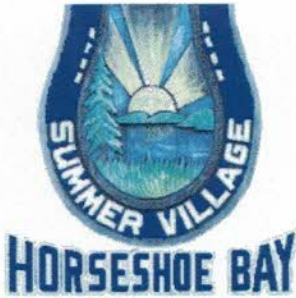


# Summer Village of Horseshoe Bay

Agenda: Regular Meeting  
Saturday, July 2, 2022, at 1:00 p.m.  
Martin Recreation Center

1. CALL MEETING TO ORDER
2. ACCEPTANCE OF THE AGENDA
  - a) Additions to Agenda
3. ADOPTION OF PREVIOUS MINUTES
  - a) May 15, 2022 Regular Meeting
4. PUBLIC HEARING
  - a) Public Hearing – Bylaw 130/2020 Land Use Bylaw
5. DELEGATIONS - None
6. BYLAWS
  - a) Land Use Bylaw 130/2020 – 2<sup>nd</sup> and 3<sup>rd</sup> Readings
7. OLD BUSINESS
  - a) Alberta Government 2022 grants allocations
  - b) Bridge/Culvert Update
  - c) –
8. NEW BUSINESS
  - a) Closed Landfill on Martin Farm
  - b) Stormwater drainage engineering drawings
  - c) Regional Team Building Speaker
  - d) Funding for Rural Communities
  - e) Village Entrance Sign
  - f) Boat Dock Signage
9. COUNCILLOR REPORTS
10. CAO REPORT AND ACTION LIST
11. FINANCIAL REPORTS.
  - a) For the 6 months ended June 30, 2022 and cheque log for May and June, 2022
12. CORRESPONDENCE
  - a)
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 May 15, 2022 Regular Meeting

**Meeting Date:** July 2, 2022

### Background/Discussion/Options

---

Minutes of the May 15, 2022 regular council Meeting are attached, for approval.

### Recommendation/RFD/Comments

---

MOVED BY \_\_\_\_\_ that the minutes of the May 15, 2022 regular council meeting be approved as presented.

**-Carried-**

# SUMMER VILLAGE OF HORSESHOE BAY

Minutes of Regular Meeting  
Sunday, May 15, 2022  
Held by ZOOM Electronic Meeting at  
Email: svhorseshoebay@gmail.com  
1:00 p.m.

**IN ATTENDANCE:** Mayor: Gary Burns  
Deputy Mayor: Dave Amyotte  
Councilor: Marg Laberge  
CAO: Norman Briscoe  
Recording Secretary: Diane Briscoe

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

2. **ACCEPTANCE OF AGENDA**

*Res. No. 22-05-15-041* MOVED BY Deputy Mayor Dave Amyotte that the agenda be adopted with the following addition:  
8.c) ASVA Letter Re: MSI Grants

**-Carried-**

3. **APPROVAL OF MINUTES**

*Res. No. 22-05-15-042* MOVED BY Mayor Gary Burns that the minutes of the April 23, 2022, regular council meeting be approved as presented.

**-Carried-**

**PUBLIC HEARING**

There was no public hearing.

4. **DELEGATIONS**

There were no delegations.

5. **BYLAWS**

**Bylaw 136/2022 Tax Rate Bvlaw**

*Res. No. 22-05-15-043* MOVED BY Deputy Mayor Dave Amyotte that Bylaw 136/2022 authorizing Rates of Taxation to be levied for 2022, be given first reading.

**-Carried-**

*Res. No. 22-05-15-044* MOVED BY Mayor Gary Burns that Bylaw 136/2022 be given second reading.

**-Carried-**

*Res. No. 22-05-15-045* MOVED BY Marg Laberge that Bylaw 136/2022 be presented at this meeting for third and final reading.

**-Unanimously Carried-**

*Res. No. 22-05-15-046* MOVED BY Mayor Gary Burns the 2022 Property Tax Rate Bylaw 136/2022 be given third and final reading.

**-Carried-**



6. **OLD BUSINESS**

a) **Public Hearing Procedures**

*Res. No. 22-05-15-047* MOVED BY Marg Laberg that council accept the information presented for discussion and instruct administration to proceed with adding a Public Hearing to the agenda for the Regular Council meeting on July 2, 2022.

-Carried-

b) **Canada Day Activities**

*Res. No. 22-05-15-048* MOVED BY Marg Laberg that council send an email to Village residents to determine if there is interest in a Canada Day social activity, before proceeding with plans to have a village get-together.

-Carried-

c) **Utilities Commission Letter**

*Res. No. 22-05-15-049* MOVED BY Mayor Gary Burns that council approve the letter to the Utilities Commission supporting an investigation into the increase in the cost of utilities.

-Carried-

**Confidential Item**

*Res. No. 22-05-15-050* MOVED BY Mayor Gary Burns that council move to closed session at 1:31 p.m. to discuss an Intergovernmental Matter as per FOIP section 1, 22, 23 and 24, FOIP.

-Carried-

*Res. No. 22-05-15-051* MOVED BY Mayor Gary Burns council return to open meeting at 1:42 p.m.

d) **2022 Capital Projects**

*Res. No. 22-05-15-052* MOVED BY Marg Laberg that council approve the purchase and installation of a 6 boat dock system from Insta-Dock per Quote 22-48.

-Carried-  
1 opposed

7. **NEW BUSINESS**

a) **Enbridge Pipeline Exercise ER Day**

*Res. No. 22-05-15-053* MOVED BY Deputy Mayor Dave Amyotte that the Summer Village representatives on the Regional Emergency Advisory Committee, not attend the Enbridge Planning and ER Day on June 15, 2022, as part of a simulated oil spill exercise by Enbridge Athabasca Pipeline.

-Carried-

b) **Development Permit Variance Request**

*Res. No. 22-05-15-054* MOVED BY Deputy Mayor Dave Amyotte that Council approve the variance request for construction of a new 20 X 20 foot garage, with a setback of not less than 3 feet from the NW corner of the garage to the north side property line on Lot 21 Horseshoe Bay Drive

-Carried-

c) **ASVA Letter Re: MSI Grants**

*Res. No. 22-05-15-055*

MOVED BY Mayor Gary Burns that Council support the ASVA request for changes to MSI Allocations for Summer Villages.

**-Carried-**

9. **COUNCIL REPORTS**

*Res. No. 22-05-15-056*

MOVED BY Mayor Gary Burns that the council reports be accepted for discussion and information.

**-Carried-**

10. **CAO REPORT AND ACTION LIST**

*Res. No. 22-05-15-057*

MOVED BY Deputy Mayor Dave Amyotte that the CAO Report and Action list be approved as presented

**-Carried-**

11. **FINANCIAL REPORTS**

*Res. No. 22-05-15-058*

MOVED BY Mayor Gary Burns that the April 30, 2022 financial report, be accepted as presented, including cheque numbers 2610 to 2619 in the amount of \$11,203.11.

**-Carried-**

12. **CORRESPONDENCE**

None

13. **NEXT MEETING**

*Res. No. 22-05-15-059*

MOVED BY Mayor Gary Burns to set the next regular Council meeting at Martin Recreation Center, on July 2, 2022 at 1:00 p.m.

**-Carried-**

14. **ADJOURNMENT**

Being that the agenda matters have been concluded the meeting adjourned at 3:10 p.m.

*Original signed by Gary Burns*

Mayor

July 2, 2022

Date

*Original signed by Norman Briscoe*

Chief Administrative Officer





# Summer Village of Horseshoe Bay

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## Agenda Item Summary Report

**Meeting Date:** July 2, 2022

**Agenda Item 4.a)** Public Hearing – Bylaw 130-2020 – Amending the Land Use Bylaw

### Background/Discussion/Options

A motion will be made by Mayor Burns to move into a public hearing, followed by input and discussion from the public, followed by a motion to go back into the regular meeting, as follows:

Mayor Gary Burns declared the Public Hearing for Bylaw 130-2020 open at 1:04.

Norman Briscoe, Chief Administrative Officer, informed Council that the Public Hearing has been advertised in accordance with section 606 of the MGA and Advertising Bylaw 115/2018.

He then informed Council that the purpose of the Public Hearing is to hear anyone affected by Bylaw 130/2020 as it relates to the Land Use Bylaw.

8 persons spoke in favor of the proposed bylaw, or  
0 persons spoke against the proposed bylaw, or  
there were no written submissions, or  
there were        written submissions.

Mayor Gary Burns declared the Public Hearing for Bylaw 130-2020 closed at 1:57.

### Recommendation/RFD/Comments

Administration is recommending that following the Public Hearing, Council gives second and third reading to Bylaw 130-2022 to amend the Land Use Bylaw 74-2006 to bring it up-to-date with changes in the MGA and changes in related building codes.

SUMMER VILLAGE OF HORSESHOE BAY (SVHB)  
LAND USE BYLAW (LUB)  
SUMMARY OF CHANGES

Most of the changes from existing Bylaw No. 74-2006 to new Bylaw No. 130-2020, are made to ensure that the Summer Village LUB complies with the multitude of changes made to the Municipal Government ACT (MGA) and other Provincial legislation since 2006, and to update the LUB to current standards and practices for land use and development.

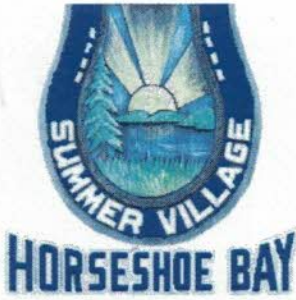
The most significant change to the LUB is the number of land use districts. Districts are commonly referred to as zoning. The SVHB previously had one district – R Residential. There are now five districts as outlined in Table 1 on page 15 of the new Bylaw. The sole reason the Bylaw now has more districts is because of current legislation and land use practices and requirements. Two districts are for reserve lots, which are designated as park. The fourth is Crown owned land which is a treed vacant lot. The fifth is a Direct-Control (DC) District.

When applying for a Development Permit, the only district that property owners have to consider is, Residential Single Family R1.

Some other changes that residents should be aware of are:

| <u>New No.</u> | <u>Section Title</u>   |
|----------------|--|
| 4.3.3          | <b><u>Minor Agricultural Pursuits</u></b><br>As a result of requests made by residents the new bylaw allows for the keeping of a limited number of Fowl (chickens), Rabbits and Bees raised for foods for owner's consumption.   |
| 5.2            | <b><u>Accessory Buildings</u></b>  |
| 5.2.6          | Only small-scale wind turbines for individual use are permitted in the Summer Village. Also see, WIND TURBINES, SMALL SCALE, in definitions.   |
| 5.2.8          | Total floor accessory buildings on a lot has been increased from 100 sq.m. (1076.4 sq.ft.) to 150 sq.m. (1615 sq.ft.). this increase was driven by the fact that the old limit was set at a time when people had fewer and smaller recreational toys (quads, snowmobiles, personal water craft, boats, etc.). The number and size of vehicles in one family has increased. |
| 6.1 & 6.3      | <b><u>Garage, Garden and Secondary Suites</u></b><br>Since there are already a number of this type of development in the Summer Village, and the existing bylaw did not address them, they have been added to the LUB to better control their use, and clarify that they require a Development Permit.   |
| 6.6            | <b><u>Solar Collectors</u></b><br>Solar Collectors are permitted without a Development Permit, a long as they meet the provisions of new section 6.6.  |
| NOTE:          | The Summer Village of Horseshoe Bay, is not accredited for the purpose of issuing Building and Safety Code permits and other related permits.  |





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## Agenda Item Summary Report

**Meeting Date:** July 2, 2022

**Agenda Item 6.a)** Land Use Bylaw 130-2020 – 2<sup>nd</sup> & 3<sup>rd</sup> Readings

### Background/Discussion/Options

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At the August 15, 2020 regular council Meeting, Council gave first reading of Bylaw 130-2020 amending the Land Use Bylaw 74-2006, to bring the Land Use Bylaw up to date with changes in the Municipal Government Act and changes in related building codes.

A mandatory Public Hearing is being held at this meeting, (Agenda Item 4.a) to hear submissions from the public regarding the proposed Bylaw.

### Recommendation/RFD/Comments

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Administration is recommending that Council gives second and third reading to Bylaw 130-2022 to amend the Land Use Bylaw 74-2006 to bring it up-to-date with changes in the MGA and changes in related building codes.

MOVED BY \_\_\_\_\_ that Bylaw 130-2020 amending the Land Use Bylaw, be given second reading.

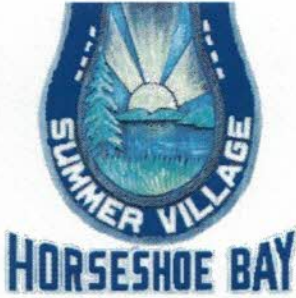
-Carried-

MOVED BY \_\_\_\_\_ that Land Use Bylaw 130-2020 be given third and final reading.

-Carried-

6.a)





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## Agenda Item Summary Report

**Meeting Date:** July 2, 2022

**Agenda Item 7.a)** Alberta Government 2022 Grant Allocations  
Updates to MSI Program Guidelines

### Background/Discussion/Options

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See attached:

- Overview of the Changes to the Municipal Sustainability Initiative Program Guidelines
- MSI Initiative: Operating Program Guidelines
- MSI Initiative: Capital Program Guidelines

### Recommendation/RFD/Comments

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MOVED BY \_\_\_\_\_ that council accept the report for information and discussion.

-Carried-

# Overview of the Changes to the Municipal Sustainability Initiative Program Guidelines

The last program year for the Municipal Sustainability Initiative (MSI) is 2023, and several changes have been implemented for an effective program wrap-up and to facilitate the transition to the Local Government Fiscal Framework (LGFF) in 2024.

Below is an overview of the changes in effect for 2022 and 2023 for the MSI Operating and Capital components. For more details on these changes, we encourage you to review the MSI capital and operating guidelines in their entirety and/or contact a MSI grant advisor toll-free at 310-0000, then 780-422-7125.

## MSI Operating Summary of Changes

| Change/Section   | What This Means   |
|--|---|
| <p><a href="#">Carrying Forward Funds</a><br/><a href="#">MSI Operating Section 6.2</a></p> <p>The time limit to use unpaid and unspent MSI funding will be strictly enforced when MSI ends in 2023.</p> | <p>This means municipalities that have not spent all of their operating funding allocations, including credit items, by December 31, 2024, will be required to refund the unspent portion and/or if applicable, the municipality will forfeit any unpaid allocations.</p> <p><b>Example:</b> In 2023, the municipality was unable to spend its entire MSI operating allocation. The 2023 Statement of Funding and Expenditures (SFE) shows a <b>\$1,000</b> total carry forward amount; this <b>\$1,000</b> must be spent by December 31, 2024, or refunded to the Government of Alberta.</p> |
| <p><a href="#">Payments</a><br/><a href="#">MSI Operating Section 8.1</a></p> <p>Allocation payments are issued when the previous year's SFE has been certified.</p>                                     | <p>This means municipalities may experience a delay in receiving their operating allocation if the SFE is submitted late (due May 1), requires revisions, and/or financial statements or the financial information return have not been received.</p> <p><b>Example:</b> A municipality submits its 2021 MSI operating SFE by May 1, 2022. The SFE shows a \$5,000 carry forward amount. The 2021 financial statements are not submitted to Municipal Affairs until June. The 2022 allocation payment cannot be made until June/July.</p>   |
| <p><a href="#">Statement of Funding and Expenditures (SFE)</a><br/><a href="#">MSI Operating Section 8.2</a></p> <p>MSI Operating SFEs cannot be reset.</p>  | <p>This means MSI operating SFEs cannot be reset/restated.</p> <p><b>Example:</b> A municipality submits its 2021 MSI operating SFE and is certified with 100 per cent of funding spent on wastewater. In 2022, the municipality indicates that a portion of funding should have been applied to water. The 2021 SFE cannot be reset to reflect the change.</p>   |



## MSI Capital Summary of Changes

| Change/Section  | What This Means   |
|---|---|
| <p><a href="#">Carrying Forward Funds</a><br/><a href="#">MSI Capital Section 6.2</a></p> <p>The time limit to use unpaid and unspent MSI funding will be strictly enforced when MSI ends in 2023.</p>  | <p>This means municipalities that have not spent their 2007-18 allocations, including credit items, on or before December 31, 2023, will be required to refund the unspent portion. If any of those allocations (2007-18) remain unpaid when MSI ends, municipalities will permanently forfeit those unpaid allocations. In addition, any unspent or unpaid MSI allocations from 2019 and onward, will be carried over to the LGFF to ensure municipalities can continue to access these funds for capital infrastructure projects.</p> <p><b>Example 1:</b> The municipality has been allocated a total of <b>\$1 million</b> in the 2007 to 2018 period and reported <b>\$5,000</b> in credit items. The allocations have been paid to the municipality in full. Based on the 2023 SFE, the municipality has <b>\$950,000</b> in total certified expenditures used in the 2007 to 2023 period.</p> <p>The total refund required to the Government of Alberta would be <b>\$55,000</b>.</p> <p><b>Example 2:</b> The municipality has been allocated a total of <b>\$6 million</b> in the 2007 to 2018 period; however, because the municipality has not met all payment conditions, <b>\$50,000</b> in allocated funding has not been paid as of 2023.</p> <p>The <b>\$50,000</b> of unpaid allocations will be forfeited and will not be available to the municipality under the LGFF.</p> |
| <p><a href="#">Application and Amendment Process</a><br/><a href="#">MSI Capital Section 8</a></p> <p>New and amended project applications can only be submitted until December 31, 2023.</p>   | <p>This means municipalities cannot submit new projects and amended projects after December 31, 2023.</p> <p><b>Example:</b> A municipality submits its 2023 MSI capital SFE in February 2024. Upon review of the SFE, it is determined the municipality forgot to submit a 2023 project on or before December 31, 2023. The municipality will be unable to submit the MSI project and will be responsible for funding those expenditures with another funding source, which may include using LGFF funding.</p>  |
| <p><a href="#">Maximum Project Commitment Limit</a><br/><a href="#">MSI Capital Section 8.4</a></p> <p>The maximum amount of MSI capital funding that municipalities can commit to projects will be based on total allocations to date (2007-22), plus 2023 funding estimate, and credit items.</p> | <p>This means municipalities will be limited in terms of new project submissions and upward amendments. The maximum amount of MSI funding that can be committed to new applications will be based on total allocations to date (2007-22), plus the 2023 funding estimate, including credit items. MSI grant advisors are available to provide the MSI capital amount available to the end of the program.</p> <p><b>Example 1:</b> A municipality has been allocated <b>\$1.5 million</b> to date (2007-2022) and is estimated to receive <b>\$100,000</b> in 2023. In addition, it has <b>\$50,000</b> worth of credit items, for a total MSI commitment limit of <b>\$1.65 million</b>.</p> <p>The municipality's existing project commitments are <b>\$1.02 million</b>; therefore, the maximum the municipality can commit to a new project is <b>\$630,000</b>.</p> <p><b>Example 2:</b> A municipality has been allocated <b>\$6 million</b> to date (2007-2022) and is estimated to receive <b>\$200,000</b> in 2023. In addition, it has <b>\$100,000</b> worth</p>   |



|   |  |
|---|--|
|   | <p>of credit items, for a total MSI commitment limit of <b>\$6.3 million</b>. The municipality's existing project commitments are <b>\$6.1 million</b> and it has submitted a new project requesting <b>\$500,000</b> in MSI funding.</p> <p>The new project takes the municipality <b>\$300,000</b> over the commitment limit. A Grant Advisor will contact the municipality to discuss options to bring the total MSI project commitments within the <b>\$6.3 million</b> threshold (e.g., downward amendment(s), project withdrawal(s), etc.).</p>  |
| <p><a href="#">Payments</a><br/><a href="#">MSI Capital Section</a><br/><a href="#">10.1</a></p> <p>Allocation payments will be issued in a single instalment only.</p> <p>No further payments of half the allocation amount will be made.</p>  | <p>This means 100 per cent of a municipality's annual allocation will be paid upon submission of applications committing 100 per cent of the current year funding allocation, upon meeting all other payment conditions. This also applies to all unpaid historical allocations.</p> <p><b>Example:</b> A municipality has been allocated <b>\$1 million</b> between 2007 and 2021, and its 2022 allocation is <b>\$100,000</b>, for total funding allocated to date of <b>\$1.1 million</b>. The municipality's existing project commitment equals <b>\$1 million</b>. In 2022, the municipality submits a new MSI project requesting <b>\$90,000</b> in MSI funding.</p> <p>The allocation will not be paid, as the project commitment is short by <b>\$10,000</b>.</p>  |
| <p><a href="#">Payments</a><br/><a href="#">MSI Capital Section</a><br/><a href="#">10.1</a></p> <p>Allocation payments will only be issued when the previous year's SFE has been certified.</p>  | <p>This means municipalities may experience a delay in receiving their capital allocation if the SFE is late (due May 1), requires revisions, financial statements or financial information return have not been received, and/or the municipality has not submitted all of its 2021 projects and amendments to process the SFE.</p> <p><b>Example:</b> A municipality submits the 2021 MSI capital SFE by May 1, 2022, but it does not match its financial statements. It has been determined that the municipality forgot to submit a 2021 project and the associated MSI expenditures. Payment of the 2022 MSI capital allocation will be delayed until the project is submitted, accepted by the Minister, and MSI-funded expenditures are added to the SFE to align with the financial statements. The 2022 allocation payment will be released upon certification of the 2021 SFE and once all other payment conditions have been met.</p> |
| <p><a href="#">Statement of Funding and Expenditures</a><br/><a href="#">Clarification</a><br/><a href="#">MSI Capital Section</a><br/><a href="#">10.2</a></p> <p>SFE resets are not permitted to reverse a MSI expenditure for the purpose of replacing the MSI funding with an alternative funding source.</p> | <p>This is a clarification on the application of SFE resets. Municipalities cannot request a reset for a certified SFE in order to replace MSI funding for a project with an alternative funding source. SFE resets are permitted to make corrections to project statuses or to committed MSI funds to ensure alignment with audited financial statements.</p> <p><b>Example:</b> A municipality reported that \$500,000 of MSI funding was expended on a bridge project in 2019. In 2022, the municipality has unexpected funding available from another grant program for this project. The municipality is requesting the MSI SFEs from 2019 to 2022 be reset to un-fund all the MSI expenditures for the bridge project so those same MSI funds can be applied to another project. In this case, the SFE reset would be denied.</p>  |



# Municipal Sustainability Initiative

## Operating Program Guidelines

### 1. Introduction to Guidelines

These Municipal Sustainability Initiative (MSI) operating program guidelines are intended to assist applicants in determining eligibility and in completing financial reporting requirements for the MSI operating program. These guidelines apply to all Statement of Funding and Expenditures (SFE) received as of January 1, 2022.

### 2. Program Updates

The last program year for MSI is 2023, and several program changes have been implemented to facilitate program closure and the transition to the Local Government Fiscal Framework (LGFF) in 2024.

Key Program Highlights:

#### Section 6.2 Carrying Forward Funds

- The time limit to spend MSI operating funding will be strictly enforced when MSI ends in 2023. Municipalities are strongly encouraged to expend their MSI allocation, including credit items, on/before December 31, 2023. Municipalities who have not expended their MSI operating allocations, including credit items, by December 31, 2024 will be required to return those funds to the Government of Alberta (GOA) and/or if applicable, the municipality will forfeit any unpaid allocations.

#### Section 8.1 Payments

- Allocation payments will only be issued to municipalities whose previous year SFE reporting has been certified (rather than upon SFE submission).

#### Section 8.2 Statement of Funding and Expenditures (SFEs)

- Effective 2022, operating SFEs cannot be reset under any condition.

### 3. Program Objectives

The MSI is the GOA's commitment to work in partnership with municipalities to manage growth pressures, provide municipalities with sustainable funding, and support infrastructure needs.

These objectives are outlined in Memorandums of Agreement (MOA) signed with each municipality. All municipalities in Alberta are eligible to receive MSI funding based on these funding agreements.

# Municipal Sustainability Initiative

## Capital Program Guidelines

### 1. Introduction to Guidelines

These Municipal Sustainability Initiative (MSI) capital program guidelines are intended to assist applicants in determining eligibility and in completing financial reporting requirements for the MSI capital program. These guidelines apply to all Statement of Funding and Expenditures (SFE) received as of January 1, 2022.

### 2. Program Updates

The last program year for MSI is 2023, and several program changes have been implemented to facilitate program closure and the transition to the Local Government Fiscal Framework (LGFF) in 2024.

Key Program Highlights:

#### Section 6.2 Carrying Forward Funds

- The time limits to spend MSI capital funding will be strictly enforced when MSI ends in 2023. Municipalities who have not expended their 2007 to 2018 allocations, including credit items on or before December 31, 2023 will be required to return those funds to the Government of Alberta (GOA) and/or if applicable, the municipality will forfeit any 2007 to 2018 unpaid allocations. MSI funding including credit items, from 2019 to 2023 will be transferred to the LGFF. Municipalities will still be able to access their 2019 to 2023 allocations under the LGFF.

#### Section 8 Application and Amendment Process

- Municipalities will not be able to submit any new MSI capital projects and/or MSI capital project amendments after December 31, 2023. However, new capital projects or existing MSI projects that may require additional funding can be considered under the LGFF.

#### Section 8.4 Maximum Project Commitment Limit

- The maximum amount of MSI capital funding municipalities can commit to projects is based on total MSI allocated to date (2007 to 2022), including credit items plus the estimated 2023 MSI funding allocation (rather than the previous limit calculated at five times the current year allocation).

#### Section 10.1 Payments

- Allocation payments will only be made in a single installment (rather than having the option of a 50 per cent payment).
- Allocation payments will only be issued to municipalities whose previous year SFE reporting has been certified (rather than upon SFE submission).

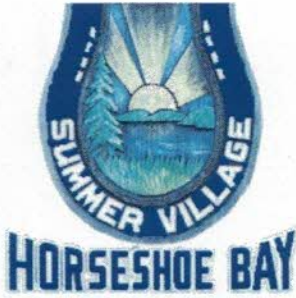
### 3. Program Objectives and Term

The MSI is the GOA's commitment to work in partnership with municipalities to manage growth pressures, provide municipalities with sustainable funding, and support infrastructure needs. Municipalities are encouraged to consider their long-term infrastructure needs when identifying project priorities, and are required to report annually on how these funds are spent.

These objectives are outlined in Memorandums of Agreement (MOA) signed with each municipality.

All municipalities in Alberta are eligible to receive MSI capital funding based on these funding agreements, subject to the municipality providing Municipal Affairs with a project application for each project, a Multi-Year Capital Plan (MYCP) if requested, and subject to having a certified SFE for the prior year.





# Summer Village of Horseshoe Bay

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## Agenda Item Summary Report

**Meeting Date:** July 2, 2022

**Agenda Item 7.b)** Bridge/Culvert Update

### Background/Discussion/Options

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Norman will provide information and give an update at the meeting.

### Recommendation/RFD/Comments

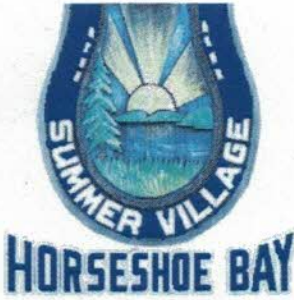
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Any action required by council will be decided at the meeting following discussion.

MOVED BY \_\_\_\_\_ that council accept the report for information and discussion.

**-Carried-**

7.6)



# 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:** July 2, 2022

**Agenda Item 8.a)** Closed/inactive Landfill on Land Adjacent to Summer Village  
Martin Farm

### Background/Discussion/Options

It has come to our attention that there is a closed/inactive landfill site on the property adjacent to the west boundary of the Summer Village. Any development located adjacent to or within proximity of the inactive landfill, shall provide setbacks in accordance with provincial and municipal requirements.

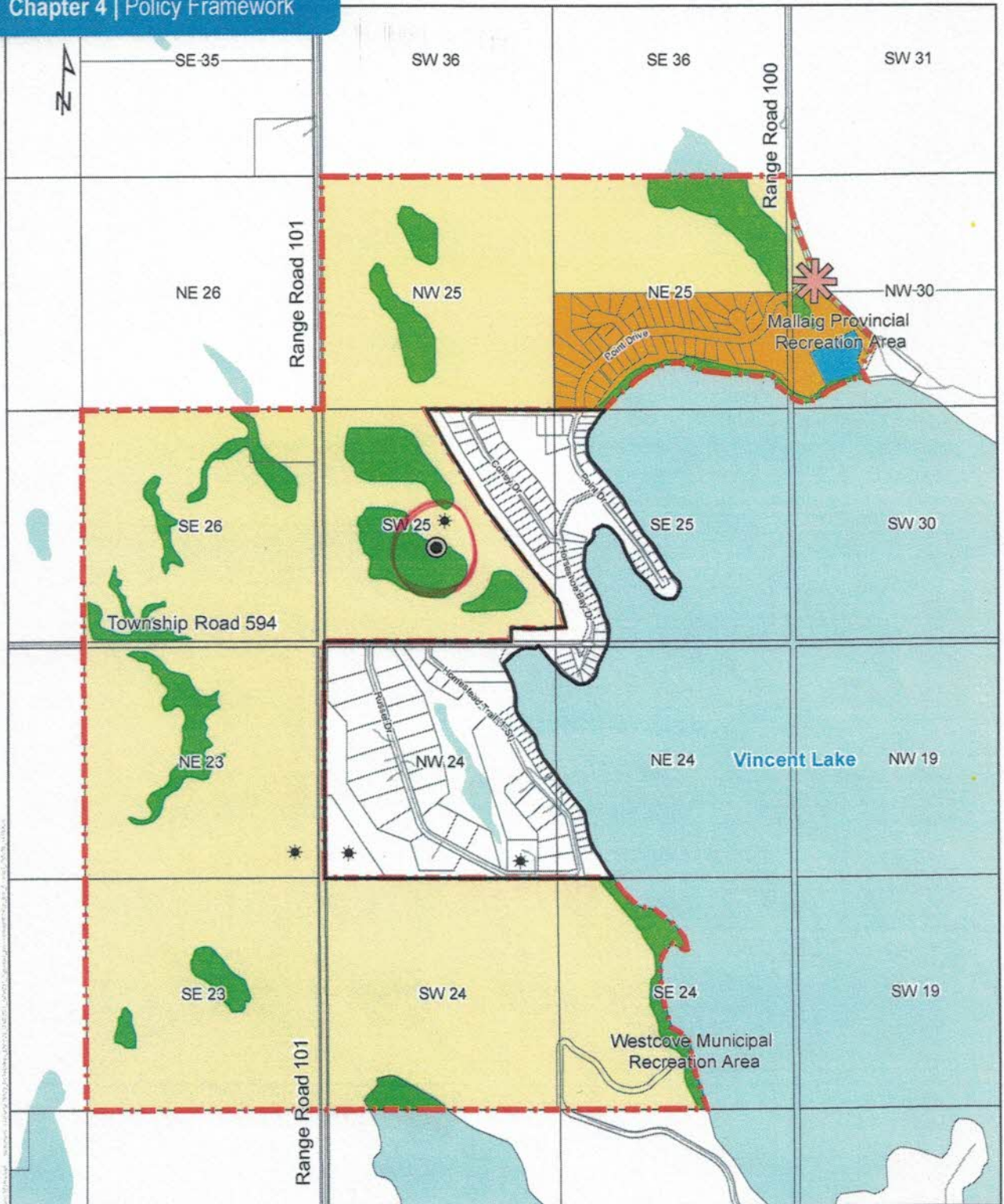
Administration is in the process of determining what the setbacks are and if it affects any property within the Village boundary.

### Recommendation/RFD/Comments

MOVED BY \_\_\_\_\_ that council accept the report for information and discussion.

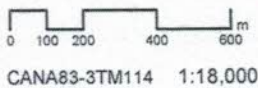
-Carried-





- Summer Village Boundary
- Intermunicipal Boundary
- Inactive Landfill
- Future Commercial

- Environmentally Sensitive and Open Space
- Agriculture
- Country Residential
- Crown Land



COUNTY OF ST. PAUL  
NO. 19 / SUMMER  
VILLAGE OF  
HORSESHOE BAY

MAP 2:  
LAND USE CONCEPT



---

## Inactive Landfill

---

David Schoor <dschoor@islengineering.com>

Tue, Jun 7, 2022 at 12:17 PM

To: Norman Briscoe <svhorseshoebay@gmail.com>

Cc: Soren Poschmann <SPoschmann@islengineering.com>, Nathalia Schwind <NSchwind@islengineering.com>


Hi Norm, the inactive landfill, identified by the red circle below, was identified by Alberta Health Services, see attached email and second paragraph. Katrina Halkett, Executive Officer/Public Health Inspector, is the contact.



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

[Quoted text hidden]

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 **Horseshoe Bay and County St. Paul IDP Response-31Jul2019.docx**  
151K

# 10 UTILITIES

## 10.0 Utilities Policies

Utilities provide potable water, the conveyance of sanitary sewerage, the management and conveyance of rain water and the provision of natural gas, power, and communications. The utilities within the IDP area shall conform to the following policies.

- |             |  |             |  |
|-------------|--|-------------|--|
| Policy 10.1 | All development shall be self sufficient for all services including potable water supply, sanitary sewage disposal, and storm water management. Water services and disposal methods must comply with provincial regulations and local standards.     | Policy 10.6 | Development located adjacent to or within proximity of the inactive landfill located at SW-25-59-10-W4M as shown on Map 2, shall provide setbacks in accordance with provincial and municipal requirements.  |
| Policy 10.2 | The County and Summer Village may prepare a Utilities Master Plan to provide a municipal water supply, sewage treatment systems and storm water management strategy.   | Policy 10.7 | Public utilities, such as telecommunication facilities or similar infrastructure, may be developed, provided they meet the regulations of the applicable legislation and LUB.  |
| Policy 10.3 | The County and Summer Village may identify the need and cost to protect an alignment and construct a water line from Ashmont or Mallaig to the Summer Village, and may provide waterfills in strategic locations within or adjacent to the IDP area. | Policy 10.8 | One non-active oil and gas well, and one active oil and gas well are located in the County. One non-active oil and gas well, and one abandoned oil and gas well are located in the Summer Village. These facilities require setbacks ranging from 5-100 m. |
| Policy 10.4 | Developments may be serviced with communal sewage collection, provided that such systems are constructed in accordance with provincial requirements and maintained by the developer or resident association.   | Policy 10.9 | The County and Summer Village may encourage the promotion of energy conservation practices through educational programs or public awareness campaigns, and work together to implement a municipal recycling program.                                       |
| Policy 10.5 | Solid waste disposal sites and transfer stations are located and developed in a manner that will minimize or mitigate impacts on surrounding land uses.  |             |  |



July 31, 2019

Healthy Albertans.  
Healthy Communities.  
**Together.**

Krystle Fedoretz  
Director of Planning and Development  
County of St. Paul No. 19  
5015 49 Avenue  
St. Paul, AB  
T0A 3A4

Dear Ms. Fedoretz:

**RE: County of St. Paul No. 19/Summer Village of Horseshoe Bay Intermunicipal Development Plan**

Thank you for the opportunity to comment on the draft Intermunicipal Development Plan (IDP). On behalf of Alberta Health Services Environmental Public Health, this office reviewed the IDP using a public health lens which includes conventional areas of public health concern and considerations for the design of healthy communities.

**General Land Use**

Records indicate the presence of a closed/reclaimed landfill situated on SW-25-59-10-W4M, which is within the IDP boundary. If applicable, please ensure any required setback distances are adhered to prior to development.

**Healthy Communities by Design**

Healthy Communities by Design (HCBD) refers to the concept of planning and developing our communities in a way that encourages people of all ages, genders, cultures and socio-economic backgrounds to live healthy, active lives. Incorporating HCBD principles in community design may positively impact public health by helping decrease chronic disease and social isolation. These principles have been shown to help stimulate economic growth and enhance neighbourhood desirability, thereby helping create vibrant, thriving communities in which people want to live, work and play. (Public Health Agency of Canada, 2017).

According to the BC Centre for Disease Control (BCCDC), 2018, the five pillars of Healthy Communities by Design are Food Systems, Housing, Natural Environments, Neighbourhood Design, and Transportation Networks. Below are descriptions of each pillar and how these concepts are incorporated into the IDP.

**1. Food Systems**

*"Accessibility and affordability of healthy foods can be supported through land use planning and design"* (BCCDC, 2018).

As detailed in policy 6.0, the IDP does a great job of prioritizing the protection of prime agricultural land which is important for the sustainability of the community, as well as the region and province. Access to healthy food is further enhanced by community gardens and not-for-profit groups within these communities who are working towards ensuring citizens have access to nutritious food options. As AHS Public Health Inspectors, we can help educate and assist people or groups who may wish to share the food they've grown or produced with others. One example of this kind of initiative is the Hunters for Tomorrow ([www.huntingfortomorrow.ca/fact-sheets](http://www.huntingfortomorrow.ca/fact-sheets)) program which allows hunters to donate excess wild meat to local food banks in a way that helps ensure food is safely handled.

**2. Housing**

*"The design, quality and affordability of diverse housing options has a critical influence on health and well-being"* (BCCDC, 2018)



Though not addressed in detail in the IDP, local government, planners and developers are encouraged to consider building a variety of housing options that meet the needs of the population. Furthermore, housing developments should be designed to minimize exposure to environmental hazards. Policy 7.3 addresses this concept in part through the provision of buffers between country residential lots and adjacent agriculture use lots.

### **3. Natural Environments**

*“Community planning which preserves and connects the surrounding natural environment can have significant health and well-being impacts” (BCCDC, 2018).*

In general, the IDP does a good job of addressing the desire to preserve both natural and agricultural areas as much as possible while proposing ideas that would still allow members of the public to enjoy some of these naturally beautiful areas. It is recognized that balancing access to natural areas for the well-being of people, while at the same time protecting potentially ecologically sensitive areas can sometimes be difficult. It is therefore suggested that this balance be considered for development within these natural areas, including the addition of trails or building of permanent structures. This may be particularly relevant in areas such as Vincent Lake which has great potential for recreational activities, but may also be more susceptible to human influence.

### **4. Neighbourhood Design**

*“Healthy neighbourhood design is facilitated by land use decisions which prioritize complete, compact and connected communities” (BCCDC, 2018).*

It is recognized that the IDP area is unique in that it consists almost entirely of residential and agriculture use with little/no commercial or industrial use. However, healthy neighbourhood design concepts are still incorporated into the plan where densification of existing residential areas is required (2.3.3), and the identified commercial area is ideally situated to be accessible to residents by walking (8.0).

### **5. Transportation Networks**

*“Healthy transportation networks prioritize and support active transportation modalities” (BCCDC, 2018).*

It is recommended that any new transportation infrastructure, whether it be trail systems or roadways, be created in such a way that makes active transportation the easy choice. Active transportation options which include “walking, cycling and public transportation” should be accessible and convenient for all members of the population, regardless of age or ability (BCCDC, 2018). With this in mind, it is suggested that you consider doing things such as creating level, widened pathways wherever possible to accommodate wheel chairs and baby strollers and encourage year-round use by ensuring they are safe and convenient to use (e.g. ploughed when it snows).

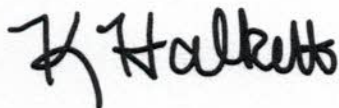
Policy 9.0 specifically mentions multi-modal walkways and trail networks being critical to the wellbeing of residents. If not already incorporated into transportation design standards (referred to in policy 9.1), it is suggested planning solutions that make active transportation more attractive than car driving such as widening road shoulders for pedestrian/cyclist use or using traffic calming methods are considered.

Thank you again for the opportunity to review the Intermunicipal Development Plan. While bylaws such as these contribute to the quality of life and needs of residents, they may also support the building of healthier physical environments and the promotion of active living approaches.



If you have any questions or concerns regarding this letter, please contact the undersigned or your local Public Health Inspector at the St. Paul Community Health Services office at 780-645-3396.

Sincerely,



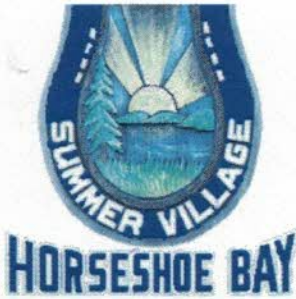
Katrina Halkett  
Executive Officer/Public Health Inspector  
Ph: 780-725-6091  
[Katrina.halkett@ahs.ca](mailto:Katrina.halkett@ahs.ca)

**References:**

BC Centre for Disease Control. (2018). *Healthy Built Environment Linkages Toolkit: making the links between design, planning and health, Version 2.0*. Vancouver, BC. Provincial Health Services Authority. Retrieved from [http://www.bccdc.ca/pop-public-health/Documents/HBE\\_linkages\\_toolkit\\_2018.pdf](http://www.bccdc.ca/pop-public-health/Documents/HBE_linkages_toolkit_2018.pdf)

Co-operative Housing Federation of Canada, (2019). About Co-op Housing. Retrieved from <https://chfcanada.coop/about-co-op-housing/>

Public Health Agency of Canada. (2017). *The Chief Public Health Officer's report on the state of public health in Canada; Designing healthy living*. Retrieved from: <https://www.canda.ca/en/public-health/services/publications/chief-public-health-officer-reports-state-public-health-canada/2017-designing-healthy-living.html>



# 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:** July 2, 2022

**Agenda Item 8.c)** Regional Team Building Speaker  
IAN Hill – Motivational Speaker

### Background/Discussion/Options

---

Ian Hill is a renowned speaker that talks a lot about collaboration and building community. The region is considering the possibility of having him as a regional team building speaker, speaking to municipal councils and non-profits and the business community.

The St. Paul Ag Society have seen him several times and they highly recommend him as a move to increase collaboration and community building for our region.

It would be a 2-day event, potential dates November 3 & 4, 2022

### Recommendation/RFD/Comments

---

Administration recommends indicating the Summer Village council supports this event.

MOVED BY \_\_\_\_\_ that council indicate their support for a Regional Teams Building event with Ian Hill as keynote speaker.

-Carried-



---

**Ian Hill - Motivational Speaker**

---

**Sheila Kitz** <SKitz@county.stpaul.ab.ca>

Tue, May 17, 2022 at 5:54 PM

To: "sjeffery@town.stpaul.ab.ca" &lt;sjeffery@town.stpaul.ab.ca&gt;, "Ken Gwozdz (cao@elkpoint.ca)" &lt;cao@elkpoint.ca&gt;, "Norm Briscoe (svhorseshoebay@gmail.com)" &lt;svhorseshoebay@gmail.com&gt;

Cc: Ashley Dary &lt;adary@county.stpaul.ab.ca&gt;, Jayson Nelson &lt;jnelson@county.stpaul.ab.ca&gt;, Linda Sallstrom &lt;lsallstrom@stepeconomicdevelopment.ca&gt;, Betty Richard &lt;brichard@county.stpaul.ab.ca&gt;

Hi there,

Steven and I were invited by the St. Paul Ag Society to a meeting last night to talk about the opportunity to bring Ian Hill to the community to speak. He is a renowned speaker that talks a lot about collaboration and building community. He speaks regularly at the Ag Society Convention. We threw around a few ideas last night about possibly having him as a regional team building speaker, speaking to municipal councils and non-profits, and a session for the business community. The gentlemen from the Ag Society highly recommend him.

We also talked about potential dates to have him in the community – November 3 and 4<sup>th</sup>. Clem Corbiere reached out to Ian today and he has confirmed that he would be available on those two days. We thought about a number of things last night and I am just going to throw out the ideas that we considered:

1. Regional Team Building - starting with lunch and Ian Hill at noon – November 3
2. Regional Municipalities, Ag Societies, other non-profits – starting with dinner (perhaps at Portage – using foods class??) – November 3 – evening
3. Chamber of Commerce – starting with Breakfast – similar to the other speaker events they hold in conjunction with Alberta Works

He doesn't have a big fee for speaking, however the Ag Society is suggesting that they can provide \$2,000 and are requesting the Town of St. Paul and County also provide \$2,000. We would also likely need to put him up in a hotel for a couple of nights. Also as I am writing this email the meals would also be an expense, however we do team building already.

I know we talked about a spring regional team building, wondering if you think this would be an option to defer to November and to bring in Ian Hill.

I looked him up last evening and he has a good message – the Ag Society gentlemen have seen him at least 5 times and he does not say the same thing each time. They highly recommend him as a move to increase collaboration and community building for our region.

I am hoping to add this to my Council agenda for next week and I think Steven is too. Just wondering if it works as a regional team building idea...

Thanks,

  
Sheila Kitz

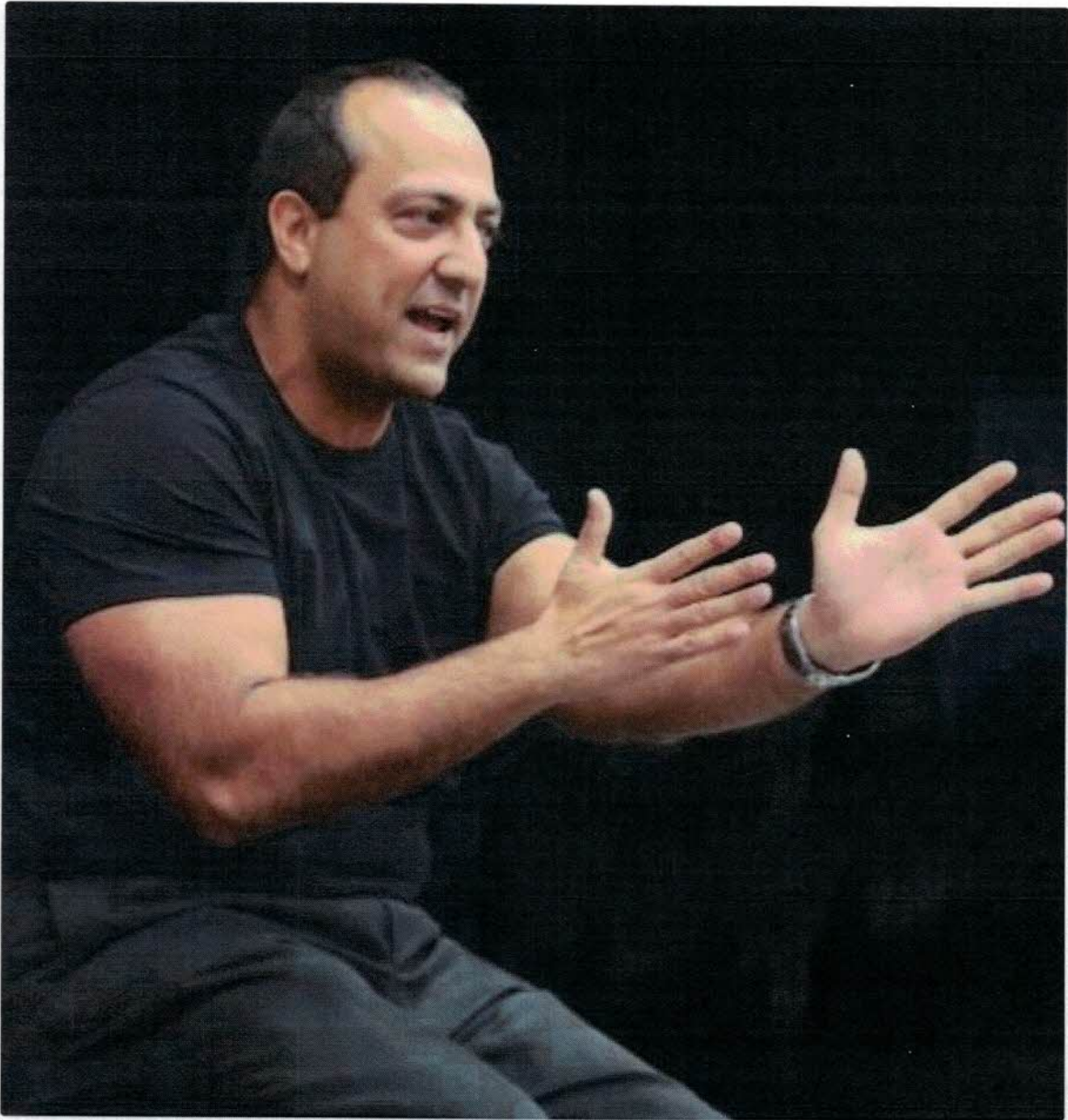
Chief Administrative Officer

County of St. Paul No. 19

5015 49 Avenue, St. Paul, AB T0A 3A4

P: 780-645-3301 ext. 1208

8.C)



FEATURED

## **Ian Hill**

The Change Point

---

### About Speaker

Business leader, social innovator, humanitarian, Ian Hill's life is better witnessed than told.

From his great successes to epic his failures, through it all, Ian has worked to lighten the burden of his fellow man and bring hope to all that he encountered. Ian has been recognized for his commitment to positive change by the National Council for Community and

Justice and the Martin Luther King Jr. Commission, which both named him Humanitarian of the Year. Ian's Let Them Be Kids program was nominated for the Prime Minister's National Volunteer Organization of the Year award





# Summer Village of Horseshoe Bay

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Website: www.svhorseshoebay.com

## Agenda Item Summary Report

**Meeting Date:** July 2, 2022

**Agenda Item 8.d)** Federal Funding for Rural Communities  
Letter from Shannon Stubbs, M.P.

### Background/Discussion/Options

---

The Summer Village received a letter from our M.P. Shannon Stubbs, regarding the disproportionate amount of support small and rural municipalities receive from the Federal Government, compared to their larger counterparts.

As Shadow Minister for Rural Economic Development, Ms Stubbs is proposing a townhall to provide an opportunity to network, share our priorities and solutions to the challenges we face. Dates and times of the Townhall are not known.

Councillor Dave Amyotte shared this letter with Linda Sallstrom, Regional Economic Development Officer. She would like our permission to respond to Ms Stubbs.

### Recommendation/RFD/Comments

---

MOVED BY \_\_\_\_\_ that council give permission to Linda Sallstrom to respond to Shannon Stubbs, M.P. regarding letter dated June, 2022.

-Carried-

8.d)



CHIEF ADMINISTRATIVE OFFICER  
NORMAN BRISCOE  
PO BOX 1778  
ST PAUL AB T0A 3A0

Ottawa, June 2022

Dear CHIEF ADMINISTRATIVE OFFICER NORMAN BRISCOE and Council,

The economic contributions from rural communities are integral to Canada's success. Rural areas are home to many key industries such as manufacturing, forestry, agriculture, and energy.

Yet, municipalities under 20,000 residents receive less support from the federal government in comparison to their much larger counterparts. Red tape duplications and certain application requirements disproportionately burden small rural communities with very few staff.

This is unfair, unjust, and needs to be addressed urgently. As such, Conservative Shadow Minister for Rural Economic Development and Rural Broadband Strategy, M.P. Shannon Stubbs, Deputy Shadow Ministers M.P. Damien Kurek and M.P. Jacques Gourde, are seeking to convene a townhall with you to address federal funding for rural communities.

Rural Canadians must band together for fairer and more robust funding for communities all over rural Canada.

It is integral to our economy that the federal government works for everyone no matter where they live. The voices of rural Canadians need to be heard. We kindly ask you to express the three most important issues impacting your economic development as a rural community. We will use this feedback to ensure our work for rural Canada is as productive as possible and will determine the agenda for our proposed townhall. This is an opportunity to network, share your priorities, and solutions to the challenges we face.

We value hearing from you and should you wish to attend our forum, please email M.P. Stubbs at [shannon.stubbs@parl.gc.ca](mailto:shannon.stubbs@parl.gc.ca), M.P. Kurek at [damien.kurek@parl.gc.ca](mailto:damien.kurek@parl.gc.ca), or M.P. Gourde at [jacques.gourde@parl.gc.ca](mailto:jacques.gourde@parl.gc.ca).

Thank you for your time.

Shannon Stubbs, M.P.  
Shadow Minister for Rural Economic Development  
and Rural Broadband Strategy  
Lakeland

Damien C. Kurek, M.P.  
Deputy Shadow Minister for Rural Economic  
Development and Rural Broadband Strategy  
Battle River—Crowfoot

Jacques Gourde, M.P.  
Deputy Shadow Minister for Rural Economic  
Development and Rural Broadband Strategy  
Lévis—Lotbinière





Norman Briscoe <svhorseshoebay@gmail.com>

---

**RE: Federal funding for rural communities June 2022.pdf**

---

Linda Sallstrom <lsallstrom@stepeconomicdevelopment.ca>  
To: Dave Amyotte <dave@amyotteweld.ca>  
Cc: svhorseshoebay@gmail.com

Tue, Jun 7, 2022 at 3:54 PM

Dave

Thank you for sharing. I would like to respond to Ms. Stubbs and would like to do so with your Council's permission and input.

Linda Sallstrom  
Economic Development Officer  
780-646-2975  
[lsallstrom@stepeconomicdevelopment.ca](mailto:lsallstrom@stepeconomicdevelopment.ca)  
[www.stepeconomicdevelopment.ca](http://www.stepeconomicdevelopment.ca)

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-----Original Message-----

From: Dave Amyotte <dave@amyotteweld.ca>  
Sent: June 7, 2022 9:52 AM  
To: Linda Sallstrom <lsallstrom@stepeconomicdevelopment.ca>  
Subject: Federal funding for rural communities June 2022.pdf



# 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:** July 2, 2022

**Agenda Item 8.e)** Village Entrance Sign.

### Background/Discussion/Options

---

As previously discussed, the Sign at the entrance to the Village has deteriorated and rusted in the last few years and is not a welcoming entrance to the Village.

Norman, approached Abe Toews, who painted it last time, to see if he was interested in doing another touch-up. Abe feels that it is time for a new sign as the material that is used degrades over time. A touch up would be a waste of time and money.

Abe suggests having a sign company properly do it up with new material.

### Recommendation/RFD/Comments

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Presented for information and discussion. Any action required by council will be determined at the meeting.





Norman Briscoe <svhorseshoebay@gmail.com>

---

## Repainting The Village sign

3 messages

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**Wayne Overbo** <wayneoverbo@gmail.com>

Sat, Jun 18, 2022 at 2:21 PM

To: svhorseshoebay <svhorseshoebay@gmail.com>, abrambtoews@gmail.com

Hi Norm,

I was talking to Abe and I'm copying him on this email. We were discussing your request to have him touch up the sign at the entrance to the Village.

Abe is of the professional opinion that it's time for a new sign. The material that is used degrades over time and it will be much better to have a sign company properly do it up with new material that isn't weather beaten.

If either of you have comments on this issue, go ahead. If you need help getting a new sign done up, I can make inquiries unless you already have a contact Norm...

Wayne.

---

**Norman Briscoe** <svhorseshoebay@gmail.com>

Sat, Jun 18, 2022 at 4:00 PM

To: Wayne Overbo <wayneoverbo@gmail.com>

Thanks Wayne. We will probably get a new sign. We just thought that if Abe was interested we could give it a try.

I will let Council know. They can decide on how to proceed,

*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](http://www.svhorseshoebay.com)  
[svhorseshoebay@gmail.com](mailto:svhorseshoebay@gmail.com)

[Quoted text hidden]

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**Wayne Overbo** <wayneoverbo@gmail.com>

Sat, Jun 18, 2022 at 4:44 PM

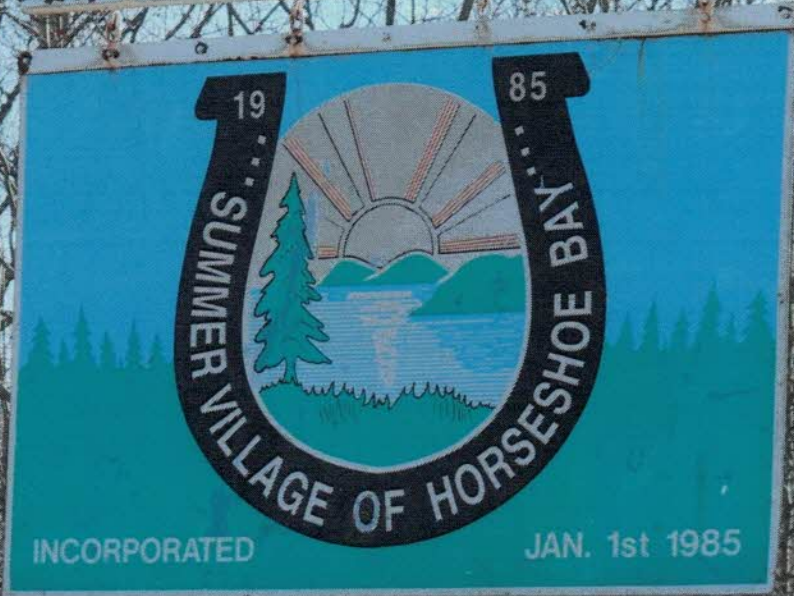
To: Norman Briscoe <svhorseshoebay@gmail.com>

Okay Norm, sounds like a good plan. He really thinks it will last longer with new material.

Wayne

[Quoted text hidden]





MUM  
5







85

HORSESHOE BAY

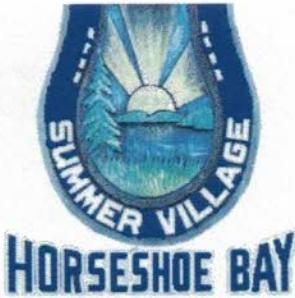
19

SUMMER VILLAGE OF

JAN. 1st 1985

INCORPORATED





# 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:** July 2, 2022

**Agenda Item 8.f)** Boat Dock Signage

### Background/Discussion/Options

---

The Village insurance company recommends "Safety", "Use at Your Own Risk" signs for the new Boat Dock.

Attached are some sample signs for your reference.

They recommend including in signage the following;

- Risks involved
- Hours of Operation
- Emergency Contact

### Recommendation/RFD/Comments

---

Presented for information and discussion. Any action required by council will be determined at the meeting.



---

**Insurance-Community Dock**

---

Luis Vazquez <Luis@abmunis.ca>  
To: Norman Briscoe <svhorseshoebay@gmail.com>

Mon, Jun 27, 2022 at 3:42 PM

Hi Norman,

Thanks for your inquiry. I'm currently in training for our new internal system until Wednesday so I may not be able to chat until Thursday.

In the meantime, I can answer your questions here in this email. We have no issues with the temporary seasonal dock. Liability coverage would extend automatically and has no additional cost to it. If you do want to insure the dock for Physical Damage though, you would need to add this to your Property Schedule using the Change Request Form attached.

Based on the cost you provided below (\$38,000), the annual premium would be around \$105 give or take. Same goes for the park that you are developing in that area. The Liability coverage would extend automatically, and any assets that you may want to insure for Physical Damage, you can do so by adding them to your Property Schedule. The Property premium will be based on the value of the assets similar to the seasonal dock system.

Lastly, I have attached a couple of signs examples for your reference. We recommend including in signage the following:

- Risks involved, and waiver of liability
- hours of operations
- Emergency contact

Let me know if the above helps, and should you wish to discuss further we can chat on Thursday.

Best Regards,

Luis Vazquez (he/him) | Insurance Services Consultant

ALBERTA MUNICIPALITIES

D: 780.409.8331 | E: [Luis@abmunis.ca](mailto:Luis@abmunis.ca)  
300, 8616 51 Ave NW Edmonton, AB T6E 6E6  
Toll Free: 310-MUNI | 877-421-6644 | [www.abmunis.ca](http://www.abmunis.ca)



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**From:** Norman Briscoe <svhorseshoebay@gmail.com>  
**Sent:** June 27, 2022 11:25 AM  
**To:** Luis Vazquez <LVazquez@auma.ca>  
**Subject:** Insurance-Community Dock



## Sample Free Skate Sign

### Welcome and enjoy using this facility

- This park is not supervised. Skating and inline skating can be hazardous.
- Use of protective equipment (helmets, pads, etc.) is strongly recommended while using the facility.
- The facility is closed between Insert Time P.M. and Insert Time A.M.
- The facility should not be used in poor weather. Poor weather conditions create hazardous conditions for users.
- Respect all users of the facility.
- Hockey Sticks and Pucks are not permitted in the facility during free skate
- The Municipality is not responsible for any loss, damage or injury resulting from using this facility.

### **USE AT OWN RISK**

**If you have any concerns or see a problem, please call** Insert Phone Number  
Telephone is located next to the washroom



# NOTICE TO USERS OF THESE FACILITIES

## EXCLUSION OF LIABILITY – ASSUMPTION OF RISKS – JURISDICTION

THESE CONDITIONS WILL AFFECT YOUR LEGAL RIGHTS, INCLUDING THE RIGHT TO SUE OR CLAIM COMPENSATION FOLLOWING AN ACCIDENT

### PLEASE READ CAREFULLY!

As a condition of use of the Town of [redacted] facilities, including fitness rooms, swimming pool, climbing gym, arenas, parking lots, all other indoor and outdoor common spaces, rental and use of equipment and being allowed to participate in all activities, including involvement as a participant or spectator at group events, clinics, lessons, and competitions, the users of these facilities assume all risk of personal injury or property loss resulting from any cause whatsoever including but not limited to: slips, trips and falls; accidents involving equipment, machinery, or any permanent or temporary fixture of the facility; drowning; the inadequate supervision of minors; failure to act safely or within one's own ability or to stay within designated areas; negligence of other persons or negligence, breach of contract, or breach of any statutory duty of care on the part of the Town of [redacted] and their employees, instructors, agents, independent contractors, subcontractors, representatives, sponsors, successors and assigns (hereinafter collectively referred to as the "Operators"). **All users of these facilities agree that the Operators shall not be liable for any such personal injury, death or property loss and release the Operators and waive all claims with respect thereto.** Any litigation involving the Operators shall be brought solely within the Province of Alberta and shall be within the exclusive jurisdiction of the Courts of the Province of Alberta. These conditions and any rights, duties and obligations involving the Operators and users of these facilities shall be governed by and interpreted solely in accordance with the laws of the Province of Alberta & no other jurisdiction.

THE OPERATORS' LIABILITY IS  
EXCLUDED BY THESE CONDITIONS

PLEASE ADHERE TO THE FACILITY RULES AND  
BE RESPONSIBLE FOR YOUR OWN SAFETY  
IN ALL ACTIVITIES



# 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: July 2, 2022

#### Background

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Financial Reports for 6 months ended June 30, 2022:

- Actual Year-to-Date to Budget,
- Cheque log: for the months of May & June, 2022
- June 30, 2022 Bank Reconciliation

#### Recommendation/RFD/Comments

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MOVED BY \_\_\_\_\_ that the financial reports for the 6 months ended June 30, 2022, including cheque #2620 to 2641 in the amount of \$61,102.23 be accepted as presented.

-Carried-



**Summer Village of Horseshoe Bay**  
**Actual Year to Date to Budget**  
**For the 6 months ended June 30, 2022**

|  | Budget<br>2022 | Preliminary<br>YTD<br>Jun 30/22 |            |
|--|----------------|---------------------------------|------------|
| <b>REVENUE</b>                                     |                |                                 |            |
| <b>Taxation Revenue</b>                            |                |                                 |            |
| Residential Property Tax                           | \$ 107,404     | \$ 107,404                      |            |
| Minimum Residential Property Tax                   | 20,747         | 20,747                          |            |
| <b>Total Municipal Res. Property Tax</b>           | <b>128,151</b> | <b>128,151</b>                  |            |
| Non-Residential property tax                       | 1,376          | 1,376                           |            |
| Non-Residential minimum tax                        | 760            | 760                             |            |
| Non-Res. Linear Property Tax                       | 2,136          | 2,136                           |            |
| <b>Total Municipal Property Tax</b>                | <b>130,287</b> | <b>130,287</b>                  |            |
| less Education Requisition transfers out           | 44,212         | 44,212                          |            |
| <b>Total Net Tax Revenue</b>                       | <b>86,075</b>  | <b>86,075</b>                   |            |
| <b>Other Revenue</b>                               |                |                                 |            |
| User Fees & sales (Certificate fees, Sales, etc.)  | 600            | -                               |            |
| Interest Revenue                                   | 2,200          | 518                             |            |
| Penalties & Costs on Taxes                         | 500            | 16                              |            |
| Permits & licenses                                 | 400            | 200                             |            |
| Miscellaneous Revenue                              | 14             |                                 |            |
| Recreation Revenue                                 | 2,000          | -                               |            |
| <b>Total Other Revenue</b>                         | <b>5,714</b>   | <b>734</b>                      |            |
| <b>Funding from Grants</b>                         |                |                                 |            |
| Transfer MSI Op grant                              | 6,211          | 6,211                           |            |
| Transfer ACP grant Stormwater Mngt & Drainage      | 178,000        | 2,074                           | ACP grants |
| <b>Total Grant Funding</b>                         | <b>184,211</b> | <b>8,285</b>                    |            |
| <b>TOTAL REVENUE</b>                               | <b>276,000</b> | <b>95,094</b>                   |            |
| <b>EXPENSE</b>                                     |                |                                 |            |
| <b>Council</b>                                     |                |                                 |            |
| Council Honorarium                                 | 9,000          | 3,300                           |            |
| Council Travel & Subsistence                       | 700            | 0                               |            |
| Council Communications - Wi-Fi                     | 500            | 413                             |            |
| Council Memberships & Registrations                | 800            | 225                             |            |
| <b>Total Council</b>                               | <b>11,000</b>  | <b>3,938</b>                    |            |
| <b>General &amp; Administrative Expenses</b>       |                |                                 |            |
| Administration - Contract                          | 18,200         | 9,071                           |            |
| Travel & Subsistence                               | 200            | 0                               |            |
| Advertising & Promotions                           | 100            | 57                              |            |
| Assessment Services                                | 5,440          | 2,720                           |            |
| Audit & Legal                                      | 5,900          | 180                             |            |
| Communications - Courier & Postage                 | 600            | 368                             |            |
| Memberships  | 1,500          | 1,480                           |            |
| Gen/Admin Materials, goods & supplies              | 3,100          | 1,552                           |            |
| Gen Admin Services & Bank S/C                      | 1,460          | 149                             |            |
| Registrations                                      | 100            | 0                               |            |
| WCB  | 500            | 454                             |            |
| WebSite Maintenance                                | 900            | 588                             |            |
| <b>Total General &amp; Administrative Expenses</b> | <b>38,000</b>  | <b>16,619</b>                   |            |

**Summer Village of Horseshoe Bay**  
**Actual Year to Date to Budget**  
**For the 6 months ended June 30, 2022**

|   | Budget<br>2022   | Preliminary<br>YTD<br>Jun 30/22 |                |
|---|------------------|---------------------------------|----------------|
| <b>EXPENSES continued</b>                         |                  |                                 |                |
| Roads, Streets, Walks, Lighting                   |                  |                                 |                |
| Roads services Crack filling, bridge Insp.        | 5,000            | 0                               | from MSI CAP   |
| Road M & repairs materials                        | 1,943            | 135                             |                |
| Roads Maintenance County of St Paul               | 4,500            | 2,786                           |                |
| Signage   | 500              | 0                               |                |
| Sub-total before ACP projects & Amort.            | 11,943           | 2,921                           |                |
| Stormwater & Drainage                             | 84,600           | 2,073                           | ACP grant      |
| Amortization - Roads & Bridges                    | 49,457           | 24,729                          |                |
| <b>Total Roads, Streets, Walks, Lights</b>        | <b>146,000</b>   | <b>29,723</b>                   |                |
| Fire & Other Preventive Services                  |                  |                                 |                |
| Police Recovery costs                             | 3,248            | -80                             |                |
| Emergency Management (E911)                       | 308              | 154                             |                |
| Preventive & Protective Services ST SAR           | 153              | 75                              |                |
| Fire Expense County of St Paul                    | 2,920            | 2,920                           |                |
| Reg. Emergency Management Exp                     | 314              |                                 |                |
| Reg. Occupational Health & Safety                 | 1,057            | 0                               |                |
| MuniSite (WebMap) GIS (AAG)                       | 1,000            | 0                               |                |
| <b>Total Fire &amp; Preventive Services</b>       | <b>9,000</b>     | <b>3,069</b>                    |                |
| Waste Management                                  |                  |                                 |                |
| Waste Management goods & supplies                 | 930              | 150                             |                |
| Waste Management Expenses County                  | 12,351           | 12,351                          |                |
| Amortization                                      | 719              | 360                             |                |
| <b>Total Waste Management</b>                     | <b>14,000</b>    | <b>12,861</b>                   |                |
| Planning, Development & IM Collaboration          |                  |                                 |                |
| ISDAB per diem per meeting & training             | 1,000            | 0                               |                |
| STEP Ec Dev Alliance committee                    | 1,000            |                                 |                |
| Ec. Dev Regional Tourism strategy                 | 98,000           |                                 |                |
| <b>Planning, Develop't &amp; IM Collaboration</b> | <b>100,000</b>   | <b>0</b>                        |                |
| Parks & Recreation                                |                  |                                 |                |
| Contracted Services - Hall                        | 1,000            | 554                             |                |
| Contracted Services - Park grass & equip          | 4,000            | 1,580                           |                |
| Contracted Services -non-gov't                    | 3,300            | 521                             |                |
| Total Contracted Services - Labour                | 8,300            | 2,655                           |                |
| Contracted Services County of St. Paul            | 500              |                                 |                |
| SV share of exp. Rec Class A assets               | 2,600            | 1,278                           |                |
| Insurance Rec. Centre & Recreation                | 3,000            | 2,919                           |                |
| Materials, Goods & Supplies                       | 2,515            | 527                             |                |
| Utilities   | 5,000            | 2,505                           |                |
| Small capital purchases                           | 2,000            |                                 | MSI Cap        |
| Amortization Parks & Recreation                   | 4,085            | 2,042                           |                |
| <b>Total Parks &amp; Recreation</b>               | <b>28,000</b>    | <b>11,926</b>                   |                |
| <b>TOTAL OPERATING EXPENSE</b>                    | <b>346,000</b>   | <b>78,136</b>                   |                |
| <b>NET INCOME (Deficit)</b>                       | <b>(70,000)</b>  | <b>16,958</b>                   |                |
| Other   |                  |                                 |                |
| Government transfers for Capital                  | 674,591          | 34,349                          | Capital Budget |
| <b>Excess (Shortfall) Rev. over Exp.</b>          | <b>604,591</b>   | <b>51,307</b>                   |                |
| Adj. for cash items not PSAB Rev. or Exp.         |                  |                                 |                |
| Tangible Capital Assets expenditures              | (801,000)        | (34,349)                        | Capital Budget |
|   | <b>(196,409)</b> | <b>16,958</b>                   |                |
| Adjustment for non-cash items                     |                  |                                 |                |
| Amortization of TCA                               | 54,261           | 27,131                          |                |
| Transfer from Unrestricted Surplus                | 142,148          | 0                               |                |
| <b>FINANCIAL PLAN Balance</b>                     | <b>\$ -</b>      | <b>\$ 44,089</b>                |                |



# Summer Village of Horseshoe Bay

## Cheque Log for A/C#1060 CU Chequing Account from May 1 to June 30, 2022

Cheque

| No.   | Date      | Payee                       | Purpose                                    | Amount          |
|---|-----------|-----------------------------|--|-----------------|
| <b>Cheque Log for A/C#1060 CU Chequing Account from May 1 to May 31, 2022</b> |           |                             |  |                 |
| 2620  | 5/25/2022 | Cornerstone Co-operative    | Canada flag for hall                       | \$ 39.59        |
| 2621  | 5/25/2022 | Dave Amyotte                | Pre Diem STEP Ec Dev Alliance mtg May6     | 150.00          |
| 2622  | 5/25/2022 | Apex Utilities Inc.         | Hall Heat to May 7, 2022                   | 115.24          |
| 2623  | 5/25/2022 | Direct Energy Reg. Services | Elec Power bills to May12/22               | 330.67          |
| 2624  | 5/31/2022 | MPE Engineering Ltd.        | Stormwater Pre-design Eng. Dec/31 & Jan/22 | 6,141.98        |
| 2625  | 5/31/2022 | Gary Burns                  | Per diem for 3 day ARB course              | 450.00          |
| 2626  | 5/31/2022 | Norman R Briscoe            | May Contract & WebSite maintenance         | 1,543.61        |
| Total amount paid May 1, 2022 to May 31, 2022                                 |           |                             |  | <u>8,771.09</u> |

## Cheque Log for A/C#1060 CU Chequing Account from June 1 to June 30, 2022

|   |           |                                |  |                     |
|---|-----------|--------------------------------|--|---------------------|
| 2627  | 6/9/2022  | Cornerstone Co-operative       | Gas for mower                                  | 134.54              |
| 2628  | 6/9/2022  | Great West Media LPP           | Notice of mailing of Assessment & Tax notices  | 59.85               |
| 2629  | 6/9/2022  | Lloyd & Norrie Miller          | Signs, cut grass, maintenance, etc. Apr & May  | 1,115.00            |
| 2630  | 6/9/2022  | Owseye Greenhouses & Gardens   | Flowers for Martin Rec Centre Hall & Park      | 122.08              |
| 2631  | 6/22/2022 | Dave Amyotte                   | Per Diem STEP mtg & Joint Council mtg in Jun   | 150.00              |
| 2632  | 6/22/2022 | Apex Utilities Inc.            | Hall heating to Jun 8, 2022                    | 91.83               |
| 2633  | 6/22/2022 | BMO Bank of Montreal           | HP Toner & stationary supplies                 | 110.33              |
| 2634  | 6/22/2022 | Gary Burns                     | Per Diem AM Leaders' Caucus Jun 16/22          | 150.00              |
| 2635  | 6/22/2022 | Direct Energy Reg. Services    | Elec. Power to June 13, 2022                   | 356.48              |
| 2636  | 6/22/2022 | Town of Elk Point              | Multi-Lateral Rec Class A Fac's Jan - Jun 2022 | 86.41               |
| 2637  | 6/30/2022 | Gov't of Alberta - Education   | ASFF requisition 2ndtQ Apr-Jun, 2022           | 10,966.44           |
| 2638  | 6/30/2022 | Insta Dock Inc.                | Purchase Multi Dock system                     | 36,066.14           |
| 2639  | 6/30/2022 | Norman R Briscoe               | June Contract & Website maintenance            | 1,543.61            |
| 2640  | 6/30/2022 | Rocket Plumbing & Heating Ltd. | Repair 2 toilets & kitchen sink drain          | 186.38              |
| 2641  | 6/30/2022 | Town of St. Paul               | Multi-Lateral Rec Class A Fac's Jan - Jun 2022 | 1,192.05            |
| Total amount paid Jun 1, 2022 to Jun 30, 2022 |           |                                |  | <u>52,331.14</u>    |
| Total amount paid May 1, 2022 to Jun 30, 2022 |           |                                |  | <u>\$ 61,102.23</u> |

This report submitted to Council the 2th day of July, 2022

  
 \_\_\_\_\_  
 Norman Briscoe, CAO

Summer Village of Horseshoe Bay  
 Servus Credit Union  
**Bank Reconciliation**

June 30, 2022

Balance of Chequing acct. per bank statement      June 30, 2022      \$ 21,579.28

Add Outstanding deposits

| Date                       | Ref No. | Payer/Source                                  | Amount    |                  |
|----------------------------|---------|---|-----------|------------------|
| Jun30/22                   | R3551   | e-Transfer in # 81677000 B Taylor             | \$ 639.82 |                  |
| Jun30/22                   | R3552   | e-Transfer in # 211881300 S Slowski           | 563.72    |                  |
| Jun30/22                   | J329    | Transfer from Savings a/c for Def Rev for CAP | 34,348.70 |                  |
| Total Outstanding deposits |         |   |           | <u>35,552.24</u> |
| Sub-total                  |         |   |           | 57,131.52        |

Less Outstanding cheques & transfers to sav.

| Date     | Cheque # | Payee                              | Amount    |                  |
|----------|----------|------------------------------------|-----------|------------------|
| Jun9/22  | 2630     | Owlseye Greenhouses & Gardens      | \$ 122.08 |                  |
| Jun22/22 | 2633     | BMO Mastercard toner & supplies    | 110.33    |                  |
| Jun30/22 | 2638     | Insta Dock Inc. purchase dock      | 36,066.14 |                  |
| Jun30/22 | 2639     | Norman Briscoe - Contract, Website | 1,543.61  |                  |
| Jun30/33 | 2640     | Rocket Plumbing & Heating Ltd.     | 186.38    |                  |
| Jun30/22 | 2641     | Town of St. Paul                   | 1,192.05  |                  |
|          |          |                                    |           | <u>39,220.59</u> |

Reconciled balance of Chequing account as at      June 30, 2022      17,910.93  
 Balance of Chequing a/c per general ledger a/c 1060      17,910.93

Difference      \$ 0.00  
 explanation if required.

none

Balance of savings account per bank statement at      June 30, 2022      \$ 331,386.45  
 Less outstanding transfer to Chequing a/c      34,348.70

Reconciled balance of Saving account as at      June 30, 2022      297,037.75  
 Balance of savings a/c per general ledger a/c 1065      297,037.75

Difference      \$ 0.00  
 explanation if required.

Cash in Bank  
 General ledger a/c # 1060 Chequing account      \$ 17,910.93  
 General ledger a/c # 1065 Savings account      297,037.75

Cash in Bank      \$ 314,948.68

This report submitted to Council July 2, 2022

  
 \_\_\_\_\_  
 Norman Briscoe, CAO