

# Summer Village of Horseshoe Bay

Agenda - Regular Meeting

Saturday, July 21, 2018

Martin Recreation Center

10:00 pm.

1. CALL MEETING TO ORDER
2. ACCEPTANCE OF THE AGENDA
  - a) Additions to Agenda
  - 8.d) Dogs at Large in the Village
3. ADOPTION OF PREVIOUS MINUTES
  - a) June 30, 2018 AGM
  - b) June 30, 2018 Regular Council Meeting
4. PUBLIC HEARINGS

none
5. DELEGATIONS

none
6. BYLAWS

none
7. OLD BUSINESS
  - a) Municipal Intern Program
8. NEW BUSINESS
  - a) Letter from Steve Dowhun Re: Drainage Issues
  - b) 2019-2020 ACP Program
  - c) 2018 Assessor Contract
9. COUNCILLOR REPORTS
  - a) Gary Burns
  - b) Eli Gushaty
  - c) Dave Amyotte
10. CAO REPORT AND ACTION LIST
  - a) CAO Report
  - b) Action List
11. FINANCIAL REPORTS
  - a) For 6 months ended June 30, 2018 and cheque log for May 1 to June 30, 2018
  - b) Grants Update
  - c) 2018 Capital projects & Grants
12. CORRESPONDENCE
13. NEXT MEETING
14. ADJOURNMENT

**SUMMER VILLAGE OF HORSESHOE BAY**

Minutes of Annual General Meeting  
Saturday, June 30, 2018  
Martin Recreation Centre  
11:00 a.m.

Present: Mayor Gary Burns  
Deputy Mayor Eli Gushaty  
Councilor Dave Amyotte  
Administrator Norman Briscoe  
Recording Secretary Diane Briscoe

58 Ratepayers

**1. CALL TO ORDER**

Mayor Gary Burns called the meeting to order at 10:04 a.m.

**2. ACCEPTANCE OF THE AGENDA**

**MOVED BY** Jim Vincent that the agenda be adopted as presented.

**SECONDED BY:** John Kravanja.

**CARRIED**

**3. ADOPTION OF PREVIOUS MINUTES**

The minutes of the July 1, 2017 Annual General Meeting were presented for information and discussion.

Minutes were previously approved by Council at their regular meeting on August 26, 2017.

**MOVED BY** John Kravanja to accept the minutes of the July 1, 2017 Annual General Meeting.

**SECONDED BY:** Jim Vincent.

**CARRIED**



**4. MAYOR'S REPORT**

Mayor Gary Burns reported on the following items:

- Introduced and welcomed new residents
- Commented on the increased water level of Vincent Lake
- Commented on the fence installed around the park, it looks good and he has had positive feedback on it.
- Collaboration Projects: explained what projects the Village is involved in with the regional municipalities; collaboration has substantially increased the administrators work load, grant funding available thru collaboration benefits the Summer Village.
- Road Maintenance: Annual Sweeping and crack filling was done on village roads. Paving overlay was done on the south end of Russel Drive.
- Discussed the Himalayan Balsam eradication program taking place this summer with the County of St. Paul. Volunteers may be needed to help pull the weeds.
- Welcomed Councillor Dave Amyotte to his first AGM as councillor, as he was elected in the 2017 municipal election.
- MAP Audit: Alberta Municipal Affairs is conducting a routine Municipal Accountability Program (MAP) audit of the Summer Village in August.
- Miscellaneous Comments: Caterpillar infestation and security cameras.

**5. ADMINISTRATOR'S REPORT**

a) Financial Report for year ended Dec. 31 2017

Norman Briscoe presented the 2017 Audited Financial Statements Report. A surplus of \$12,392, before amortization, was recognized in 2017.

The 2017 Audited financial statements prepared by JMD Group LLP, Chartered Accountants, are available on the Summer Village website.

**MOVED BY** Jim Vincent to accept the Administrators Report as presented.

**SECONDED BY:** Richard Martin.

**CARRIED**



b) Recreation Report for year ended Dec. 31, 2017

During 2017 \$876 was collected from bottle recycling. \$1,320 cash donations and fundraising were also collected at the social events. The cost of events held in 2017 was \$2,794 and was paid for out of the fundraising money. Thank you everyone who dropped off their bottles in the bins provided at the waste bin location. Also, a thank you to Melanie Russel who arranges to have the bottles delivered to the bottle depot.

**MOVED BY:** Morris Sawchuk to accept the Recreation Report as presented.

**SECONDED BY:** Elaine Staudzs

**CARRIED**

Mayor Gary Burns called for a 15 minute break at 11:05 a.m to 11:20 a.m.

**6. PUBLIC MEETING, OPEN HOUSE AND QUESTION PERIOD**

a) Advertising Bylaw – Discussion & Public Input

The proposed Advertising Bylaw 116/2018 was presented for public input, prior to having 2<sup>nd</sup> and 3<sup>rd</sup> readings at the next regular council meeting.

b) Land Use Bylaw Update - Information & Discussion

The Summer Village has hired a consultant to do a mandatory update of the Land Use Bylaw (LUB). Some of the proposed changes to the LUB were presented for discussion and public input. Comments and suggestions received will be taken into consideration before the updated LUB is finalized.

The existing Land Use Bylaw was made available for residents to take, review at home and provide input to administration.

**7. ANNOUNCEMENTS**

a) Himalayan Balsam Request for Volunteers

Administration gave a report on the seriousness of the problem and the plans for eradication of the Himalayan Balsam. The Village is working with the County of St. Paul on an eradication program which involves cutting the weeds, spraying and hand picking. Volunteers are needed to help with the picking.



**8. ADJOURNMENT**

Moved by Mayor Gary Burns to adjourn the meeting at 12:35 p.m.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Administrator

**SUMMER VILLAGE OF HORSESHOE BAY**

Minutes of Regular Meeting  
Saturday, June 30, 2018  
Martin Recreation Center  
11:00 a.m.

**IN ATTENDANCE:** Mayor: Gary Burns  
Deputy Mayor: Eli Gushaty  
Councilor: Dave Amyotte  
  
Administrator: Norman Briscoe  
Recording Secretary: Diane Briscoe

**1. CALL TO ORDER**

Mayor Gary Burns called the meeting to order at 12:41 p.m.

**2. ACCEPTANCE OF THE AGENDA**

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

**CARRIED**

**3. ADOPTION OF PREVIOUS MEETINGS**

MOVED BY Eli Gushaty that the minutes of the May 16, 2018 Regular Council Meeting be approved as presented.

**CARRIED**

**4. PUBLIC HEARING**

MOVED BY Mayor Gary Burns to commence the Public Hearing for Advertising Bylaw 116/2018, to Establish Alternate Methods for Advertising Statutory Notices at 12:43 p.m.

**CARRIED**

No correspondence was received in relation to the hearing.

No one came forward to speak for or against the bylaw.

MOVED BY Mayor Gary Burns to go back into Regular Meeting for passing of Bylaw 116/2018 at 12:45 p.m.

**CARRIED**



5. **BYLAWS**

a) **Bylaw 116/2018 to establish an Advertising Bylaw**

**MOVED BY** Mayor Gary Burns that Bylaw No. 116/2018, to establish Alternate Methods for Advertising Statutory Notices, be given second reading.

**CARRIED**

**MOVED BY** Mayor Gary Burns that Bylaw 116/2018 be given third and final reading.

**CARRIED**

6. **BUSINESS**

a) **MOVED BY** Dave Amyotte that the additional road work done by Blue Sky Coatings Ltd. costing \$81,910, increasing the total payments to Blue Sky Coatings Ltd. to \$199,677, is hereby approved and is to be fully funded from MSI Capital, BMTG and GTF grants.

**CARRIED**

b) **MOVED BY** Mayor Gary Burns to support a Joint Application with the Town of Elk Point, for an Administrative Intern with the Summer Village share of the cost at \$3,000.

**CARRIED**

c) **MOVED BY** Eli Gushaty that Council support and align behind a Regional expression of interest in a "Canada Infrastructure Program" project, which has yet to be determined

**CARRIED**

7. **NEXT MEETING**

**MOVED BY** Mayor Gary Burns to set the next regular Council meeting Saturday, July 14, 2018 at 10:00 a.m.

**CARRIED**

**8. ADJOURNMENT**

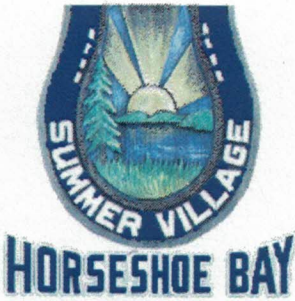
Being that the agenda matters have been concluded the meeting adjourned at 1:30 p.m.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Administrator





# 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) Municipal Intern Program

Meeting Date: July <sup>21</sup>14, 2018

#### Background

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At the June 30, 2018 Regular council meeting, council passed a motion to support a Joint Application with the Town of Elk Point for an Administrative Intern, with the Village share of the cost at \$3,000.

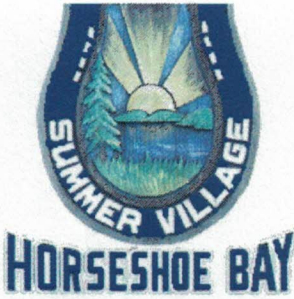
The CAO has since discussed the issue with the CAO of Elk Point and agreed to not proceed with the application.

#### Recommendation/RFD/Comments

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MOVED BY \_\_\_\_\_ accept the report for information purposes and withdraw the June 30/18 motion.

7.6)



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## Agenda Item Summary Report

### Agenda Item 8.a) Steve Dowhun Letter Re: Drainage Problem

Meeting Date: July <sup>21</sup>14, 2018

#### Background

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Administration received a letter from the resident at 31 Point Drive, Steve Dowhun, concerning drainage problems on his lot. The letter is attached.

CAO has talked to Mr. Dowhun and visited his property.

#### Recommendation/RFD/Comments

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Council needs to discuss this, as it is not the only property in the Village with drainage problems.

8.a)



**Steve Dowhun**  
**10923 137 Avenue NW**  
**Edmonton, AB**  
**T5E 1Z2**

Norman R. Briscoe  
Chief Administration Officer  
Summer Village of Horseshoebay  
PO Box 1778  
St. Paul, AB T0A 3A0

Dear Mayor & Council,

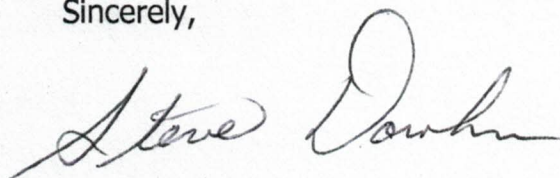
For the past several years (seasons) the garage on my property (Lot 31) has flooded. This continuing flooding has damaged several items, e.g., snow blower, ice fishing tents and other tools and equipment. However, the main concern is the structure of the garage. The bottom 2 x 4 plates and studs will continue to deteriorate.

Not only is my property affected but other properties down stream are also having water problems.

This problem is a result of blocking the natural flow of the water by building the road higher, and therefore, stopped the water where it was a natural run to the lake. I believe the run off water should be directed to the east by a culvert through my property. I will present a drawing with estimated costs to council at a later date.

I would be willing to share the cost of installing a 12" or larger culvert with the Summer Village of Horseshoebay and the other affected properties. There is a natural gas line running to the cabin that we would have to avoid while installing the culvert.

Sincerely,



Steve Dowhun



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## Agenda Item Summary Report

### Agenda Item 8.b) 2019-2020 ACP Program

Meeting Date: July <sup>21</sup>14, 2018

#### Background

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The Grants Division of Municipal Affairs has informed the County of St. Paul that the 2019-2020 ACP Program will be launched in July for the 2019-2020 intake.

Kyle Attanasio is giving the regional partners a heads up so we have adequate time to think through some potential projects that we would like to pursue. The plan is to apply for 4 Regional projects.

They will need motions, but are not ready for that yet.

#### Recommendation/RFD/Comments

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Presented for discussion and information.

MOVED BY \_\_\_\_\_ to accept the report as presented for information purposes.





Norman Briscoe &lt;svhorseshoebay@gmail.com&gt;

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**ACP Program 2019-2020 Launch**

3 messages

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**Kyle Attanasio** <kattanasio@county.stpaul.ab.ca>

Fri, Jun 29, 2018 at 4:17 PM

To: "cao@elkpoint.ca" &lt;cao@elkpoint.ca&gt;, Kim Heyman &lt;kheyman@town.stpaul.ab.ca&gt;, Norman Briscoe &lt;svhorseshoebay@gmail.com&gt;

Cc: Sheila Kitz &lt;skitz@county.stpaul.ab.ca&gt;

CAOs,

I spoke with a representative from the Grants Division of Municipal Affairs yesterday and they were very optimistic that the ACP Program will be launched in July for the 2019-2020 intake.

Thus far, we have discussed the following projects:

1. Elk Point – County Joint Stormwater Management Plan
2. Regional Tourism Strategy

We should have some time to flesh these out in greater detail down the road.

Also, we will need to think through some other potential projects that we would like to pursue.

I just wanted to give you a heads up so we have adequate time to prepare when the announcement drops.

Best,

*Kyle J. Attanasio, M.A., CMC*

Director of Corporate Services

County of St. Paul No. 19

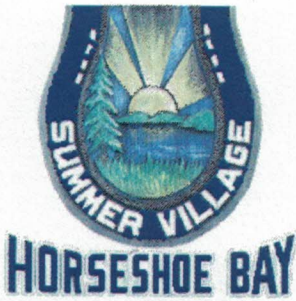
5015 49 Avenue

St. Paul, AB T0A 3A4

Phone: (780) 645-3301 Ext. 221

Cell: (780) 645-1535

8.6)



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## Agenda Item Summary Report

### Agenda Item 8.c) 2018 Assessor Contract

Meeting Date: July <sup>21</sup>14, 2018

#### Background

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Because the Village works closely with neighboring municipalities, council felt there might be an advantage to using the same property assessor as the County of St. Paul.

Norman Briscoe, CAO, contacted the County's assessor, Accurate Assessment Group to see if they were interested in being the Village assessor's. They said we did not fit their business model and it is too far to travel here to do our assessments. He said there would be no benefit to us to change assessors.

#### Recommendation/RFD/Comments

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Administration recommends renewing the Village contract with Municipal Assessment Services Group Inc. for another 3 years plus 3 months, so it expires on December 31, 2021.

MOVED BY \_\_\_\_\_ to renew the Summer Village contract with Municipal Assessment Services Group, for property assessment services for a 3 year term, from October 1, 2018 to December 31, 2021.

8.c)



Summer Village of Horseshoe Bay

CAO Report to Council

July 21, 2018 Regular Council Meeting

Update on recent events and Activities

What	Activity &/or event	Status & Comments
1. 2018 Road rehab	Work was completed and inspected by CAO on July 5, 2018. The road work looks good. Blue Sky will refill cracks on Homestead Trail, and there is some damage to the parking pad which they used as a storage & mixing area for the asphalt. They agreed to repair the pad.	\$189,677 of the \$199,677 cost of the work was paid. \$10,000 was held back until the deficiencies are rectified to our satisfaction. I asked them to have the work done by Sep. 30/18
2. Culverts & drainage	There are a number of drainage problems & large pools of water through out the village this year. One of the worst is the flooding behind the parking area.	The County looked at the culvert & said they tried to clear it out. If they did a beaver or muskrat refilled it over night. CAO of Elk Point will talk to his public works manager to determine if they could do the work.
3. Himalayan Balsam	Along both sides of the creek behind Coney Drive. These are Prohibited Noxious Weeds which under the Weed Control Act must be destroyed.	The county cut a lot of the new growth on both sides of the creek and are waiting for approval from Alberta Environment to spray the weeds.
	Alberta Environment provided an Ad which must be advertised in the local paper.	The Ad was in the July 5th St Paul Journal. Spraying can not be done until 30 days after the ad.
4. Regional Recreation Services Master Plan for the SPEPR	a. Conduct a Recreation needs survey for the St Paul Elk Point Region.	The analysis of the survey results has been completed & a Research Summary Report is being finalized.
	b. Develop a Regional Partnership Recreation Services Master Plan	The Recreation Services Master Plan is now being developed. The consultant RC Strategies is asking for input from the partner municipalities by July 27, 2018.
5. ISDAB	Intermunicipal Subdivision & Development Appeal Board (ISDAB)	ISDAB Joint Agreement is in the final stage of development. There will be no elected official from the SVHB as a member. We will appoint one member at large.
	As per MGA Sec627(1) Council must by bylaw (a) establish a SDAB or (b) authorize the municipality to enter into an agreement to establish an ISDAB, or both.	A bylaw for each municipality to authorize the establishment of an ISDAB is being developed by the county. It is anticipated that the bylaw will ready for each councils approval by late summer or early fall.
	The cost of appeals will be paid by the municipality where the appeal is made. The fee structure for the Board members & clerks will be the same for all 4 member municipalities.	We will have to approve the rates at one of our council meetings. The fee structure & rates are being agreed to by the County & Town of St. Paul who have the most appeals. The county's current rate for a member of council is \$190 per meeting and \$165 for non council members. Rates for travel , meals, etc. are also greater than ours.
6. Municipal Assessor	Researched if the SV should use same GIS Website provider & Assessor as County	AAG said there is no advantage & declined to take us as clients I Recommend we stay with Municipal Assessment Group.



Summer Village of Horseshoe Bay  
**CAO Report to Council**  
 July 21, 2018 Regular Council Meeting  
**Update on recent events and Activities**

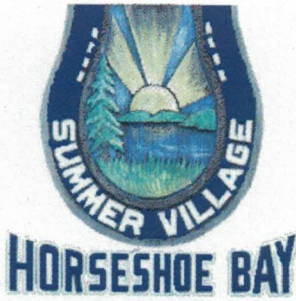
What	Activity &/or event	Status & Comments
7. MGA amendments	<p>Review amended MGA &amp; ensure changes are made on time</p> <p>Draft Municipal Bylaws &amp; Policies:</p>	<p>Diane has done significant work identifying new MGA requirements &amp; deadlines.</p> <p>We believe we have done all that are required by July 23/18 Code of Conduct Bylaw &amp; Public Participation Policy have both been done and approved by council.</p>
8. CAO visit	<p>Municipal Affairs have a new CAO visitation program they introduced a few of years ago. Since we never had one, they offered to visit our office.</p>	<p>On July 9, 2018 two municipal advisors visited us and gave us guidance on how the new agenda &amp; minutes format, bylaws, etc. should be done. They made a number of good suggestions and commented on how they like some of the things we are doing. It was a worthwhile exercise and let us know we are on the right track with all that is changing with municipal governance and administration.</p>
9. MAP Review	<p>Municipal Accountability Program (MAP) review scheduled for August 10, 2018. Two municipal reviewers will observe the regular council meeting when they will provide a small 5 minute presentation on the MAP Review. Their on-site portion of the review will take place with me following the council meeting</p>	<p>The MAP will include a review of several municipal documents, which we have been asked to provide in advance of the on-site visit. We are in the process of providing the requested documents and information.</p>



Summer Village of Horseshoe Bay  
 July 21, 2018 Regular Council Meeting  
**Action List**

Who	What	Status & Comments
Norman Briscoe	1. Follow up on deficiencies from 2018 road work. - crack filling on Homestead Trail. - repairs to parking pad	2018 road work was approved subject to Blue Sky Coatings redoing crack filling and repairing parking pad. Held back \$10,000 subject to this work being done by Sep30/18 \$113,494 of MSI CAP grant was received Jul 4, 2018
	2. Other projects for consideration - gravel & grade west end of Coney Dr. - try to solve drainage problems around SV - consider clearing fire (RV) trails - boat launch area	<u>try to get volunteers to move old floating docks to area.</u>
	3. Martin Rec Center Rehab & Betterment Schedule work on hall; try to find contractors & obtain estimates.	Hall work postponed until we know we have grant funding Paint main walls, door, patch ceiling, Kitchen cupboards, counter top, etc. Add electrical outlets in kitchen.
	4. Schedule work on Gazebo - electrical, - Ceiling & Soffits	Will do Gazebo work when a contractor is found It is not anticipated this work will be done in 2018.
	5. Fix leak in Cistern tank riser.	Contractor hired to seal Cistern riser in 2017 says he plans to do the work this summer.
	6. Inter-Municipal Development Plan (IDP) & SV Municipal Development Plan MDP & Land Use Bylaw (LUB) update. Town of Elk Point is host for ACP grant	Work on IDP, MDP & LUB is on schedule ISL Engineering contract for IDP includes SV MDP & Update to Land use bylaw. The contract is \$199,931, which includes contingency of \$10,575. While no over runs are expected the SV has agreed to pay all costs in excess of \$200,000
	7. Intermunicipal Collaboration Framework Town of Elk Point is host for ACP grant	\$200,000 ACP grant for Region has been approved. 4 proposals have been received. The CAO's will short list the contractors for preparation of the ICFs on July 25/18.
	8. Look the possibility of using Cloud Storage	<u>Will do after all the MGA &amp; Collaboration work is done</u>





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## Agenda Item Summary Report

### Agenda Item 11.a) Financial Reports

Meeting Date: July <sup>21</sup>14, 2018

#### Background

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Financial Reports for 6 months ended June 30, 2018:

- Actual Year-to-Date to Budget
- Cheque log: May and June 2018
- June 30/18 Bank Reconciliation
- Schedule of Deferred Revenue

#### Recommendation/RFD/Comments

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A motion to approve the cheque log is not required as you don't need to approve something that has already happened.

MOVED BY \_\_\_\_\_ to accept the June 30, 2018 financial reports as presented.



**Summer Village of Horseshoe Bay**  
**Actual Year to Date to Budget**  
**For the 6 months ended June 30, 2018**

	Approved 2018 Budget	YTD Jun 30, 2018	
<b>REVENUE</b>			
Taxation Revenue			
Residential Property Tax	\$ 94,494	\$ 94,494	
Minimum Residential Property Tax	13,825	13,825	
Total Municipal Res. Property Tax	108,319	108,319	
Non-Res. Linear Property Tax	1,180	1,180	
Total Residential Property Tax	109,499	109,499	
Education Requisition transfers	41,435	41,435	
DI Property Tax Requisition	6	6	
<b>Total Net Tax Revenue</b>	<b>68,058</b>	<b>68,058</b>	
Other Revenue			
User Fees & sales (Certificate fees, Sales, etc)	500	150	
Interest Revenue	1,100	575	
Penalties & Costs on Taxes	600	288	
Permits & licenses	500	150	
Miscellaneous Revenue	-	-	
Recreation Revenue	1,785	265	
<b>Total Other Revenue</b>	<b>4,485</b>	<b>1,428</b>	
Funding from Grants			
Transfer MSI Op grant	8,457		
Transfer ACP grant	-	18,590	Streetlight Project
<b>Total Grant Funding</b>	<b>8,457</b>	<b>18,590</b>	
<b>TOTAL REVENUE</b>	<b>81,000</b>	<b>88,076</b>	
<b>EXPENSE</b>			
Council			
Council Honorarium	4,000	2,250	
Council Travel & Subsistence	2,700	869	
Council Communications - Wi-Fi	300	270	
Council Memberships & Registrations	1,000	0	
<b>Total Council</b>	<b>8,000</b>	<b>3,389</b>	
General & Administrative Expenses			
Administration - Contract	17,100	8,550	
Travel & Subsistence	250	0	
Advertising & Promotions	200	223	
Assessment Services	5,000	2,400	
Audit & Legal	5,300	220	
Communications - Courier & Postage	1,000	425	
Memberships	1,428	1,428	
Gen/Admin Materials, goods & supplies	2,000	1,382	
Miscellaneous & Other Expenses	322	35	
Registrations	100	0	
WCB	300	305	
WebSite Maintenance	1,000	180	
<b>Total General &amp; Administrative Expenses</b>	<b>34,000</b>	<b>15,148</b>	



**Summer Village of Horseshoe Bay  
Actual Year to Date to Budget  
For the 6 months ended June 30, 2018**

	Approved 2018 Budget	YTD Jun 30, 2018
<b>EXPENSES continued</b>		
Roads, Streets, Walks, Lighting		
Roads services Crack filling, bridge Insp.	8,320	8,758
Road M & repairs materials	880	125
Roads Maintenance County of St Paul	4,000	2,108
Signage	400	
Street Lighting Retrofit study		18,670
Amortization - Roads & Bridges	41,400	20,705
<b>Total Roads, Streets, Walks, Lights</b>	<b>55,000</b>	<b>50,366</b>
Fire & Preventive Servcies		
Crime prevention & detection Cameras	100	168
Emergency Management (E911)	300	135
Preventive Services purchased		25
Fire Expense County of St Paul	2,900	2,190
Reg. Emergency Management Exp	1,200	
Reg. Occupational Health & Safety	800	
REM Agency Radios upgrades	1,800	
MuniSite (WebMap) GIS (AAG)	900	
<b>Total Fire &amp; Preventive Servcies</b>	<b>8,000</b>	<b>2,517</b>
Waste Management		
Waste Management goods & supplies	300	110
Waste Management Expenses County	12,000	0
Amortization	700	359
<b>Total Waste Management</b>	<b>13,000</b>	<b>469</b>
Planning, Development & IM Collaboration		
IM Collaboration IDP,MDP,LUB,ICF,CARES	1,000	210
<b>Planning, Develop't &amp; IM Collaboration</b>	<b>1,000</b>	<b>210</b>
Parks & Recreation		
Contracted Services - Hall	300	
Contracted Services - Park grass & equip	2,200	457
Contracted Services -non-gov't	5,500	
Total Contracted Services - Labour	8,000	457
Insurance Rec. Centre & Recreation	2,300	2,346
Materials, Goods & Supplies	2,600	678
Material & Supplies Reg. Rec. needs project	500	
Utilities	4,000	1,644
Small capital purchases	1,700	72
Amortization Parks & Recreation	3,900	2,086
<b>Total Parks &amp; Recreation</b>	<b>23,000</b>	<b>7,283</b>
<b>TOTAL OPERATING EXPENSE</b>	<b>142,000</b>	<b>79,383</b>
<b>NET INCOME (Deficit)</b>	<b>-61,000</b>	<b>8,694</b>
Other		
Government transfers for Capital	191,000	99,835
<b>Excess (Shortfall) Rev. over Exp.</b>	<b>130,000</b>	<b>108,529</b>
Adj. for cash items not PSAB Rev. or Exp.		
Tangible Capital Assets expenditures	-	-91,515
	<b>-50,000</b>	<b>17,014</b>
Adjustment for non-cash items		
Amortization of TCA	46,000	23,150
Transfer from Unrestricted Surplus	4,000	
<b>FINANCIAL PLAN Balance</b>	<b>-\$ 0</b>	<b>\$ 40,164</b>

11.a)



# Summer Village of Horseshoe Bay

Cheque Log for A/C#1060 CU Chequing Account from May 1 to June 30, 2018

Cheque

No.	Date	Payee	Purpose	Amount
<b>Cheque Log for A/C#1060 CU Chequing Account from May 1 to May 31, 2018</b>				
2079	5/15/18	Cornerstone Co-operative	Hose & Claps for water pump	\$ 131.32
2080	5/16/18	Gary Burns	Travel to Council Mtge 3	200.00
2081	5/22/18	Urban Systems	Street Light Retrofit study ACP grant	3,601.50
2082	5/22/18	AltaGas Utilities	Hall Heat to May 9, 2018	78.40
2083	5/22/18	Direct Energy Reg. Services	Elec Power bills to May13/18	239.88
2084	5/22/18	BMO Bank of Montreal MasterCard	Charger & rechargable batteries	86.06
2085	5/31/18	Norman R Briscoe	May Contract & WebSite maintenance	1,461.85
Total amount paid May 1, 2018 to May 31, 2018				<u>5,799.01</u>

## Cheque Log for A/C#1060 CU Chequing Account from June 1 to June 30, 2018

2086	6/04/18	Art Renauld	Cut grass/pump water/unplug colverts	292.50
2087	6/11/18	Cornerstone Co-operative	gas for tractor	98.32
2088	6/13/18	Blue Sky Coatings Ltd.	Clean & fill cracks & crack repair	15,795.53
2089	6/20/18	Government of Alberta	Designated Ind. Property Tax requisition	5.68
2090	6/20/18	Blue Sky Coatings Ltd.	Excavate & Rebuild Russel Dr East end	89,030.72
2091	6/21/18	Art Renauld	Cut grass & clean out colvert	252.50
2092	6/21/18	AltaGas Utilities	Hall heating to Jun 8, 2018	57.78
2093	6/21/18	Direct Energy Reg. Services	Elec. Power to June 13, 2018	230.33
2094	6/21/18	BMO Bank of Montreal MasterCard	Office & Hall supplies	59.56
2095	6/29/18	Great West News - St Paul Journal	Notice mailing Tax/Assess't Notices	45.15
2096	6/29/18	Gov't of Alberta - Education	ASFF requisition 2nd Q Apr - Jun/18	10,086.31
2097	6/30/18	Margaret Burns	2 Costco cakes for Canada Day	39.98
2098	6/30/18	Denis & Cynthia Martin	Canada Day supplies	301.98
2099	6/30/18	Gary Burns	Per Diem for Mun Affairs workshop Apr26	125.00
2100	6/30/18	Eli Gushaty	Per Diem for Mun Affairs workshop Apr26	125.00
2101	6/30/18	Dave Amyotte	Per Diem/Trave - workshops & joint mtgs	569.30
2102	6/30/18	Norman R Briscoe	Jun Contract & WebSite maintenance	1,455.00
Total amount paid Jun 1, 2018 to Jun 30, 2018				<u>118,570.64</u>
Total amount paid May 1,2018 to Jun 30, 2018				<u>\$124,369.65</u>

This Statement submitted to Council the 14th day of July, 2018

Norman Briscoe, CAO



Summer Village of Horseshoe Bay  
 Servus Credit Union  
**Bank Reconciliation**  
 as at June 30, 2018

Balance of Chequing a/c per bank statement as at June 30, 2018	\$ 11,445.41
Add Outstanding deposits	Amount8
Jun 30/18 R2973-83 Property tax payments	\$ 11,467.40
Total outstanding deposits	<u>11,467.40</u>
Sub-total	22,912.81
Less Outstanding cheques	
<u>Date</u> <u>Number</u> <u>Payee</u>	
Jun 21/18 2094 BMO Mastercard - charger & batteries	\$ 59.56
Jun 29/18 2095 Great West News - Ad Ass't/Tax Notices	45.15
Jun 30/18 2097 Margaret Burns - 2 Costco cakes	39.98
Jun 30/18 2098 D & C Martin - Canada Day supplies	301.98
Jun 30/18 2099 Gary Burns - Per Diem MA Workshop	125.00
Jun 30/18 2100 Eli Gushaty - Per Diem MA Workshop	125.00
Jun 30/18 2101 Dave Amyotte - Per Diems & travel	569.30
Jun 30/18 2102 Norman Briscoe Contract/Website	<u>1,455.00</u>
Total outstanding cheques	<u>2,720.97</u>
Balance of Chequing account as at June 30, 2018	20,191.84
Balance of Chequing account per General Ledger a/c 1060	<u>20,191.84</u>
Difference June 30, 2018	\$ <u>NIL</u>
Balance of Savings a/c per bank statement as at June 30, 2018	\$ 284,862.17
Less Outstanding transfers to/from chequing a/c	<u>0.00</u>
Balance of Savings account as at June 30, 2018	284,862.17
Balance of Savings account per General Ledger a/c 1065	<u>284,862.17</u>
Difference June 30, 2018	\$ <u>NIL</u>
<hr/>	
Total Cash on hand as at June 30, 2018	
a/c# 1060 Chequing account	\$ 20,191.84
1065 Savings account	<u>284,862.17</u>
Total Cash on hand as at June 30, 2018	<u>305,054.01</u>

Memo:

Cash available for Summer Village Operations & Capital projects

Portion of money held in savings a/c which is held for specific purposes

Deferred Revenue


- ACP Grant Radios & Tower upgrades	70,285.11
- ACP Grant Street Light retro fit study	<u>50,711.32</u>
Deferred revenue held for grant funding received	120,996.43
County of St. Paul share of radio grant exp.	30,862.34
Recreation Fund	<u>2,471.23</u>
Total Deferred Revenue held in savings	<u>154,330.00</u>

Cash held for restricted purposes (Deferred Revenue)

Cash available for S.V. General Operations & Capital projects

154,330.00
\$ <u>150,724.01</u>

This Statement Submitted to Council the 14th day of July, 2018

  
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 Norman Briscoe, Administrator

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**Summer Village of Horseshoe Bay  
Deferred Revenue  
as at June 30, 2018**

	Opening Jan 1, 2018	Received 2018	Deferred Revenue June 30, 2018	2018 Revenue
ACP Grant REMA Tower & Radio Upgrades	\$ 70,096.69		\$ 70,096.69	
Interest earned 2018 YTD		188.42	188.42	
<b>Total ACP 1st Responders Towers &amp; Radios</b>	<b>70,096.69</b>	<b>188.42</b>	<b>70,285.11</b>	<b>-</b>
ACP Grant Street Light project	69,140.32		50,550.32	18,590.00
Interest earned 2018 YTD		161.00	161.00	
<b>Total ACP Street Light project</b>	<b>69,140.32</b>	<b>161.00</b>	<b>50,711.32</b>	<b>18,590.00</b>
<b>Total grants in Deferred Revenue</b>	<b>139,237.01</b>	<b>349.42</b>	<b>120,996.43</b>	<b>18,590.00</b>
County of St Paul share Tower/Radio upgrades	30,779.62		30,779.62	
Interest earned 2018 YTD		82.72	82.72	
<b>Total Grants &amp; related funding</b>	<b>170,016.63</b>	<b>432.14</b>	<b>151,858.77</b>	<b>18,590.00</b>
Recreation Fund	2,559.76	170.00	2,464.29	265.47
Interest earned 2018 YTD		6.94	6.94	
<b>Total Recreation Fund</b>	<b>2,559.76</b>	<b>176.94</b>	<b>2,471.23</b>	<b>265.47</b>
<b>TOTAL Deferred Rev</b>	<b>\$172,576.39</b>	<b>\$ 609.08</b>	<b>\$ 154,330.00</b>	<b>\$ 18,855.47</b>
Balance of GL a/c2340 Def Rev	June 30, 2018		154,330.00	
Difference			\$ -	
Explain difference, if any.				
none				

Presented to Council July 14, 2018

  
Norman Briscoe, Administrator



Summer Village of Horseshoe Bay

Approved  
Capital Exp.

Grants  
Applied

Grants  
Available

**CAPITAL Projects & Budget 2018**

	MSI	BMTG	Approved Capital Exp.	Grants Applied	Grants Available
<b>MSI Capital</b>					
2015 MSI & BMTG Allocation	\$ 66,237	9,233.00	<b>JUN 30 2018</b>	\$ 75,470	\$ 75,470
2016 MSI & BMTG Allocation	66,815	9,233.00		76,048	76,048
2017 MSI & BMTG Allocation	81,232	9,233.00		9,778	90,465
2018 MSI & BMTG Allocation	59,247	10,433.00		10,433	69,680
MSI CAP funding available for 2018				<u>171,729</u>	311,663
Other grant funding available for projects					
GTF Gas Tax Fund grant 2014	\$ 7,012			7,012	
GTF Gas Tax Fund grant 2015	6,940			6,940	
GTF Gas Tax Fund grant 2016	6,995			6,995	
GTF Gas Tax Fund grant 2017	7,001			7,001	
GTF Gas Tax Fund grant 2018	9,026			-	
GTF funding available	<u>36,974</u>			<u>27,948</u>	36,974
Capital Grant funds available					<u>348,637</u>
<b>Capital projects</b>					
<b>Roads</b>					
	Roads Plan 2013 Prices	Revised Cost. 2018			
Homestead Trail south	\$ 4,800	\$ 7,507			
Revised Russel Drive south	58,000	177,126			
Revised Paving project 50mm	62,800	184,634	\$ 184,634		
Total Road projects	62,800	184,634	184,634		
Soft spot repair Twp594		6,723	6,723		
		191,357	191,357		
Grade & gravel Coney west end		5,000	4,643		
<b>Revised total roads project cost</b>		<u>196,357</u>	196,000	196,000 -	196,000
<b>Other</b>					
Pave vehicle parking & RV camping area & Driveway to hall					
access road to hall & sports field		17,000			
vehicle parking & RV camping area		70,000			
Fire access lane estimate		25,000			
		87,000			
Contingency & Engineering		8,700			
Cost of non-road paving upgrades		95,700			
Total potential paving projects		<u>\$ 292,057</u>			
<b>Recreation Centre Rehabilitation &amp; Upgrades</b>					
Rec Centre Hall rehabilitation/upgrade		\$ 50,000			
Gazebo betterments Ceiling/Soffits/eves troughs		10,000			
<b>Recreation Centre Rehabilitation &amp; Upgrade project total cost</b>			60,000	-	0
<b>Total 2017 Capital expenditures</b>				196,000	
Capital funding available for future projects & over expenditures					152,637
Plus Operating expense funded from Capital					
<b>Road crack &amp; hole filling in Op. expense</b>			8,320		
Repair leaking cistern riser			1,000		
Small capital purchases expensed not in above			1,680		
Total Op Expenses funded from Capital grants			<u>11,000</u>	11,000	-11,000
2018 Total Project expenditures funded from Capital			<u>\$ 267,000</u>		
					141,637
Total 2018 Gov't transfers for Capital for roads				<u>\$ 207,000</u>	
Uncommitted Capital grant allocations for 2018					<u>\$ 141,637</u>



Summer Village of Horseshoe Bay  
2018 GRANT RECONCILIATION

JUN 30 2018

GRANT NAME	Deferred Revenue & Grant Allocations						Accounts Receivable & Cash from grants		
	Deferred Rev	Allocations	YTD Interest Earned	Total Funding Available for 2018	2018 Expenditures to funded by grants	Deferred Rev and Cash Balance Jun 30, 2018	June 30, 2018 Not yet Received	Cash on June 30, 2018	June 30, 2018 A/R & Cash from Grants available in 2018
MSI Op 2018	0.00	8,457.00	0.00	8,457.00	0.00	0.00	8,457.00	8,457.00	8,457.00
<b>Total MSI Operating</b>	<b>0.00</b>	<b>8,457.00</b>	<b>0.00</b>	<b>8,457.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8,457.00</b>	<b>0.00</b>	<b>8,457.00</b>
ACP Radio grant	70,096.69	0.00	188.42	70,285.11	0.00	70,285.11	0.00	70,285.11	70,285.11
ACP Street Light	69,140.32	0.00	161.00	69,301.32	18,590.00	50,711.32	0.00	50,711.32	50,711.32
<b>Total ACP</b>	<b>139,237.01</b>	<b>0.00</b>	<b>349.42</b>	<b>139,586.43</b>		<b>120,996.43</b>	<b>0.00</b>	<b>120,996.43</b>	<b>120,996.43</b>
<b>Capital Grants</b>									
MSI Cap 2015	0.00	66,237.00	0.00	66,237.00	66,237.00	0.00	66,237.00	0.00	0.00
MSI Cap 2016		66,815.00		66,815.00	66,815.00	0.00	66,815.00	0.00	0.00
MSI Cap 2017		66,785.00		66,785.00	545.00	0.00	66,785.00	0.00	66,240.00
MSI Cap 2018		73,694.00		73,694.00		0.00	73,694.00	0.00	73,694.00
<b>Total MSI Capital</b>	<b>0.00</b>	<b>273,531.00</b>	<b>0.00</b>	<b>273,531.00</b>	<b>133,597.00</b>	<b>0.00</b>	<b>273,531.00</b>	<b>0.00</b>	<b>139,934.00</b>
BMTG 2015		9,233.00	0.00	9,233.00	9,233.00	0.00	9,233.00	0.00	0.00
BMTG 2016		9,233.00		9,233.00	9,233.00	0.00	9,233.00	0.00	0.00
BMTG 2017		9,233.00		9,233.00	9,233.00	0.00	9,233.00	0.00	0.00
BMTG 2018		10,433.00		10,433.00	10,433.00	0.00	10,433.00	0.00	0.00
<b>Total BMTG</b>	<b>0.00</b>	<b>38,132.00</b>	<b>0.00</b>	<b>38,132.00</b>	<b>38,132.00</b>	<b>0.00</b>	<b>38,132.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Capital</b>	<b>0.00</b>	<b>311,663.00</b>	<b>0.00</b>	<b>311,663.00</b>	<b>171,729.00</b>	<b>0.00</b>	<b>311,663.00</b>	<b>0.00</b>	<b>139,934.00</b>
BC - GTF 2014		7,012.00		7,012.00	7,012.00	0.00	7,012.00	0.00	0.00
BC - GTF 2015		6,940.00		6,940.00	6,940.00	0.00	6,940.00	0.00	0.00
BC - GTF 2016		6,995.00		6,995.00	6,995.00	0.00	6,995.00	0.00	0.00
BC - GTF 2017		7,001.00		7,001.00	7,001.00	0.00	7,001.00	0.00	0.00
BC - GTF 2018		9,026.00		9,026.00		0.00	9,026.00	0.00	9,026.00
<b>Total BC - GTF</b>	<b>0.00</b>	<b>36,974.00</b>	<b>0.00</b>	<b>36,974.00</b>	<b>27,948.00</b>	<b>0.00</b>	<b>36,974.00</b>	<b>0.00</b>	<b>9,026.00</b>
<b>Total MSI Capital</b>	<b>0.00</b>	<b>348,637.00</b>	<b>0.00</b>	<b>348,637.00</b>	<b>199,677.00</b>	<b>0.00</b>	<b>348,637.00</b>	<b>0.00</b>	<b>148,960.00</b>
<b>Total grants</b>	<b>139,237.01</b>	<b>357,094.00</b>	<b>349.42</b>	<b>496,680.43</b>	<b>218,267.00</b>	<b>120,996.43</b>	<b>357,094.00</b>	<b>120,996.43</b>	<b>278,413.43</b>

- 2018 grant Funding Allocations for MSI & GTF announced March 22, 2018
- ACP Grant for Radio & Tower upgrades project \$260,000.  
 \$130,683.78 \$130,000 ACP grant for 2015/16 received Sept. 27, 2016 + interest earned to date  
 60,398.67 50% of \$120,797.34 paid to date has been applied to grant  
 \$70,285.11 unspent portion of ACP radio grant  
 \$50,711.32 unspent portion of ACP Street Light grant