



Regular Council Meeting

VIA TELECONFERENCING

October 13, 2020

6:00 p.m.

1. **Call to Order**
Moment of Reflection
2. **Public Hearing:** None
3. **Agenda – Amendments and Adoption**
 - 3.1 October 13, 2020 Regular Council Meeting
4. **Adoption of Previous Minutes**
 - 4.1 September 28, 2020 Regular Council Meeting Pg. 1
5. **Delegation:** None
6. **Bylaws/Policies:** None
7. **Old Business:** None
8. **New Business**
 - 8.1 Q1 and Q2 Financial Statements Pg. 6
 - 8.2 Fortis Alberta Franchise Fee Pg. 71
 - 8.3 Proclamation – Development Officer’s Week Pg. 83
9. **Administration:** None
10. **Municipal Area Partnership (MAP):** None
11. **Council Committee Reports**
 - 11.1 Mayor Terry Leslie September 2020 Pg. 85
 - 11.2 Councillor Warnock September 2020 Pg. 93
 - 11.3 Councillor Funke September 2020 Pg. 96
12. **Council Invitations / Correspondence**
 - 12.1 Letter, Honourable Jason Nixon Pg. 100
 - 12.2 Focus Group: Sustainable, Affordable and Accessible Transportation Pg. 101
 - 12.3 Support Letter – West Country Seniors (50++ Centre) Pg. 103
 - 12.4 Parkland Regional Library Pg. 104
13. **Closed Meeting:**
 - 13.1 Advice from Officials, *FOIPP Act Section 24*
- 14.. **Adjournment**

Personal information heard in this meeting is being collected under the authority of Section 33 of the Freedom of Information and Protection of Privacy Act. Public meeting of the Town of Sundre, including presentations made by speakers, are recorded in Minutes and posted on the Town of Sundre website. If you have any questions about the collection of information, please contact the FOIP Coordinator at 403-638-3551 ext. 114.



Regular Council Meeting
Via Teleconferencing
Minutes
September 28, 2020

The regular meeting of Council of the Municipality of Sundre was held in Council Chambers via Teleconferencing in the Municipal Office on Monday, September 28, 2020 commencing at 6:00 p.m.

IN ATTENDANCE

Mayor Terry Leslie
Councillor Todd Dalke
Councillor Cheri Funke
Councillor Paul Isaac
Councillor Charlene Preston
Councillor Richard Warnock
Councillor Rob Wolfe

STAFF

Chief Administrative Officer, Linda Nelson
Director of Corporate Services, Chris Albert
Director Ec. Development & Planning, Mike Marko (by phone)
Administrative Support, Betty Ann Fountain
Communications, Chelsea Mather

ABSENT

PUBLIC

There were 5 members of the public in attendance by conference call.

CALL TO ORDER

The meeting was called to order at 6:00 p.m., with a moment of reflection on the business of the evening.

PUBLIC HEARING: None

AGENDA – AMENDMENTS AND ADOPTION

Res. 204-28-09-20 MOVED by Councillor Isaac that the Agenda be approved as amended with the following changes:

Under Old Business:

1. Addition of 7.1 RFD_Compensation RFP; and
2. Addition of 7.1a_Report to Council Compensation

Under New Business

1. Addition of 8.1.8 Tax Sale Properties

CARRIED

ADOPTION OF THE PREVIOUS MINUTES

Res.205-28-09-20 MOVED by Councillor Preston that the Minutes of the Regular Meeting of Council held on September 14, 2020 be approved as presented.

CARRIED

Initials

DELEGATION

Res. 206-28-09-20 MOVED by Councillor Isaac that the Town of Sundre Council direct Administration to research and bring back a report in regard to regulations and bylaw amendments required for the allowance of urban chickens for residential property owners.

CARRIED**BYLAWS & POLICIES:** None**OLD BUSINESS****Compensation and Benefit Review**

Res. 207-28-09-20 MOVED by Councillor Dalke that the Town of Sundre Council approve the selection of Salopek & Associates to conduct a Compensation and Benefit Review at a cost not to exceed \$40,000.00 including incidentals, with funding to be drawn from the General Corporate Stabilization RSA.

CARRIED**NEW BUSINESS****Tax Recovery Sale – Roll No. 3201.000**

Res. 208-28-09-20 MOVED by Councillor Warnock that the Town of Sundre Council set a reserve bid of \$72,000 for Lot 1, Block 18, Plan 9912954, Sundre, AB and furthermore;

The property identified by Roll No. 3201.000 will be offered for sale by public auction at the Town Office on Thursday, November 26th, 2020 at 9:00 a.m., with the terms and conditions of sale being cash or certified cheque, and furthermore;

A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty (30) days from the date of the auction or the deposit will be forfeited and the Town will consider the next bid.

CARRIED**Tax Recovery Sale – Roll No. 3202.000**

Res. 209-28-09-20 MOVED by Councillor Dalke that the Town of Sundre Council set a reserve bid of \$70,000 for Lot 2, Block 18, Plan 9912954, Sundre, AB and furthermore;

The property identified by Roll No. 3202.000 will be offered for sale by public auction at the Town Office on Thursday, November 26th, 2020 at 9:00 a.m., with the terms and conditions of sale being cash or certified cheque, and furthermore;

A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty (30) days from the date of the auction or the deposit will be forfeited and the Town will consider the next bid.

CARRIED

Tax Recovery Sale – Roll No. 3203.000*Res.210-28-09-20*

MOVED by Councillor Wolfe that the Town of Sundre Council set a reserve bid of \$70,000 for Lot 3, Block 18, Plan 9912954, Sundre, AB and furthermore;

The property identified by Roll No. 3203.000 will be offered for sale by public auction at the Town Office on Thursday, November 26th, 2020 at 9:00 a.m., with the terms and conditions of sale being cash or certified cheque, and furthermore;

A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty (30) days from the date of the auction or the deposit will be forfeited and the Town will consider the next bid.

CARRIED**Tax Recovery Sale – Roll No. 3204.000***Res. 211-28-09-20*

MOVED by Councillor Warnock that the Town of Sundre Council set a reserve bid of \$70,000 for Lot 4, Block 18, Plan 9912954, Sundre, AB and furthermore;

The property identified by Roll No. 3204.000 will be offered for sale by public auction at the Town Office on Thursday, November 26th, 2020 at 9:00 a.m., with the terms and conditions of sale being cash or certified cheque, and furthermore;

A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty (30) days from the date of the auction or the deposit will be forfeited and the Town will consider the next bid.

CARRIED**Tax Recovery Sale – Roll No. 3206.000***Res. 212-28-09-20*

MOVED by Councillor Wolfe that the Town of Sundre Council set a reserve bid of \$74,000 for Lot 6, Block 18, Plan 9912954, Sundre, AB and furthermore;

The property identified by Roll No. 3206.000 will be offered for sale by public auction at the Town Office on Thursday, November 26th, 2020 at 9:00 a.m., with the terms and conditions of sale being cash or certified cheque, and furthermore;

A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty (30) days from the date of the auction or the deposit will be forfeited and the Town will consider the next bid.

CARRIED**Tax Recovery Sale – Roll No. 4028.000***Res. 213-28-09-20*

MOVED by Councillor Warnock that the Town of Sundre Council set a reserve bid of \$209,000 for Lot 30, Block 1, Plan 0613469, Sundre, AB and furthermore;

The property identified by Roll No. 4028.000 will be offered for sale by public auction at the Town Office on Thursday, November 26th, 2020 at 9:00 a.m., with the terms and conditions of sale being cash or certified cheque, and furthermore;

A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty (30) days from the date of the auction or the deposit will be forfeited and the Town will consider the next bid.

CARRIED

Tax Recovery Sale – Roll no. 4040.000

Res. 214-28-09-20 MOVED by Councillor Dalke that the Town of Sundre Council set a reserve bid of \$186,000 for Lot 9, Block 2, Plan 0312972, Sundre, AB and furthermore;

The property identified by Roll No. 4040.000 will be offered for sale by public auction at the Town Office on Thursday, November 26th, 2020 at 9:00 a.m., with the terms and conditions of sale being cash or certified cheque, and furthermore;

A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty (30) days from the date of the auction or the deposit will be forfeited and the Town will consider the next bid.

CARRIED

Tax Recovery Sale – Roll no. 3205.000

Res. 215-28-09-20 MOVED by Councillor Warnock that the Town of Sundre Council set a reserve bid of \$70,000 for Lot 5, Block 18, Plan 9912954, Sundre, AB and furthermore;

The property identified by Roll No. 3205.000 will be offered for sale by public auction at the Town Office on Thursday, November 26th, 2020 at 9:00 a.m., with the terms and conditions of sale being cash or certified cheque, and furthermore;

A 10% deposit is payable upon the acceptance of the winning bid at the public auction with the balance of the accepted bid, plus any proportioned amount of current year taxes to be paid by new owner, due within thirty (30) days from the date of the auction or the deposit will be forfeited and the Town will consider the next bid.

CARRIED

2020 Auditor Appointment

Res. 216-28-09-20 MOVED by Councillor Preston that the Town of Sundre Council appoints Price Waterhouse Coopers LLP as the Town's auditors for the 2020 fiscal year.

CARRIED

Participation on Water Council Working Group

Res. 217-28-09-20 MOVED by Councillor Dalke that the Town of Sundre Council support Councillor Funke's request to continue to participate as a member of the Water Council's Working Group.

CARRIED

ADMINISTRATION

Res. 218-28-09-20 MOVED by Councillor Warnock that the Town of Sundre Council accept the Departmental Reports for June to August 2020 as information.

CARRIED

MUNICIPAL AREA PARTNERSHIP: None**COUNCIL REPORTS:** None**COUNCIL INVITATIONS/CORRESPONDENCE:** None**CLOSED MEETING**

Mayor Leslie excused all public members and staff at 6:41 p.m. and advised that they are welcome to wait on the line to rejoin the council meeting after the closed meeting session concludes.

Mayor Leslie called a recess at 7:02 p.m.

Topic of Closed Meeting

- 13.1 Local Public Body Confidences, FOIPP Act Section 23
- 13.2 Local Public Body Confidences, , FOIPP Act Section 23
- 13.3 Advice from Officials, FOIPP Act Section 24
- 13.4 Advice from Officials, FOIPP Act Section 24
- 13.5 Advice from Officials, FOIPP Act Section 24
- 13.6 Advise from Officials, FOIPP Act Section 24

Res. 219-28-09-20 MOVED by Councillor Wolfe that Council go into closed meeting at 7:14 p.m.

CARRIED**RETURN TO OPEN MEETING**

Res. 220-28-09-20 MOVED by Councillor Wolfe that Council return to open meeting at 8:40 p.m.

CARRIED**ADJOURNMENT**

Res. 221-28-09-20 MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 8:40 p.m.

CARRIED

These Minutes approved this 13th day of October 2020

Mayor, Terry Leslie

Chief Administrative Officer, Linda Nelson



REQUEST FOR DECISION

COUNCIL DATE	October 13, 2020
SUBJECT	2020 Q1 & Q2 Financial Reports
ORIGINATING DEPARTMENT	Corporate Services
AGENDA ITEM	8.1

BACKGROUND/PROPOSAL:

Attached are the four quarterly schedules outlining the revenues and expenses for each department, cash balances, Restricted Surplus provisions and capital expenditures as of March 31, 2020 and June 30, 2020.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Revenue and Expenses: The presented information was combined on a pro-forma basis and includes comparison data for the same time frame in 2019, as well as corresponding budget information.

Cash Balances: As of June 30, 2020, there is approximately \$3.5M in the operating account, which is a \$1.8M increase over the previous quarter ending balance due to the receipt of property tax payments. There is also approximately \$855k in investment accounts and \$6.3M in Restricted Surplus identified accounts, for total holdings of just over \$10.6M. In Q2, interest rates paid on bank accounts declined significantly to approximately a third of the previous rates.

Restricted Surplus Accounts: These accounts are a mechanism to track resources allocated by Council towards specific projects or for future life-cycling expenditures and emergent issues. The resources identified are not intended to reflect a specific bank account balance, as they may incorporate various accounts or investments.

Capital Expenditures: project specific comments are included in the schedule

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 1. Sustainable Governance

- 1.1 Improve communication and transparency with our stakeholders.

ADMINISTRATION RECOMMENDATIONS:

That Council accept the 2020 Quarterly Financial Reports as information.

MOTION:

That the Town of Sundre Council accept the 2020 Quarterly Financial Reports as information.

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

8.1a

SUMMARY

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>(Over) / Under Budget</u>
Taxes and Other Revenue								
Municipal Taxes	45,092	-	-	-	45,092	-	-	45,092
FortisAlberta Franchise Fee	52,204	-	-	-	52,204	44,327	48,750	3,454
MSI - Operating	-	-	-	-	-	-	-	-
Total Taxes and Other Revenue	97,296	-	-	-	97,296	44,327	48,750	
Less Interest, Requisitions and Transfers								
ASFF & MVSH Requisitions	(330,452)	-	-	-	(330,452)	(308,068)	-	(330,452)
Interest on Long-Term Debt	(70,773)	-	-	-	(70,773)	(59,266)	(65,000)	(5,773)
2009 Annexation Costs - MVC	-	-	-	-	-	-	-	-
FortisAlberta Infrastructure Reserve Transfer	-	-	-	-	-	-	-	-
Total Taxes and Other Revenue for Operations	(303,929)	-	-	-	(303,929)	(323,007)	(16,250)	
Net Operational Excess/(Shortfall)								
11 - Legislative	(62,990)	-	-	-	(62,990)	(50,783)	(151,842)	88,852
12 - Corporate Services	(26,467)	-	-	-	(26,467)	(41,095)	(147,751)	121,284
17 - Census	-	-	-	-	-	-	-	-
18 - Elections	-	-	-	-	-	-	-	-
21 - Municipal Enforcement	(30,512)	-	-	-	(30,512)	(15,264)	(43,252)	12,740
23 - Fire	53,116	-	-	-	53,116	24,034	(11,181)	64,297
24 - Emergency Management	(5,758)	-	-	-	(5,758)	(4,727)	(11,425)	5,667
26 - Animal Control	1,071	-	-	-	1,071	954	(858)	1,929
32 - Roads	(71,433)	-	-	-	(71,433)	(94,941)	(246,016)	174,583
35 - Shop	(61,633)	-	-	-	(61,633)	(65,636)	(147,979)	86,346
41 - Water	136,359	-	-	-	136,359	88,482	(9,264)	145,623
42 - WasteWater	104,486	-	-	-	104,486	69,205	58,391	46,095
43 - Solid Waste	32,950	-	-	-	32,950	29,278	24,242	8,708
51 - FCSS	(17,871)	-	-	-	(17,871)	-	-	(17,871)
61 - Planning & Development	(58,601)	-	-	-	(58,601)	(55,171)	(89,030)	30,429
63 - Economic Development	(35,401)	-	-	-	(35,401)	8,249	(68,915)	33,514
75 - Library	(47,658)	-	-	-	(47,658)	(12,222)	(32,250)	(15,408)
77 - Sundre Community Centre	(10,738)	-	-	-	(10,738)	(13,404)	(52,631)	41,893
80 - Arena	(31,979)	-	-	-	(31,979)	(38,169)	(82,715)	50,736
82 - Greenwood Campground	(11,344)	-	-	-	(11,344)	(9,927)	(11,752)	408
84 - Parks	(34,511)	-	-	-	(34,511)	(36,043)	(103,536)	69,025
85 - Recreation & Culture	(66,116)	-	-	-	(66,116)	79,154	(68,981)	2,865
86 - Community Services	(53,842)	-	-	-	(53,842)	(28,146)	(125,045)	71,203
87 - Trails	(8,782)	-	-	-	(8,782)	(10,173)	(24,835)	16,053
89 - Outdoor Recreation	(11,577)	-	-	-	(11,577)	(16,169)	(41,031)	29,454
91 - Gas	189,045	-	-	-	189,045	227,533	16,656	172,389
Total Net Operational Excess/(Shortfall)	(130,186)	-	-	-	(130,186)	35,019	(1,370,999)	
Year End Surplus/(Deficit)	(434,115)	-	-	-	(434,115)	(287,988)	(1,387,249)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

00 - General Services / Taxation

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues								
Municipal Taxes	45,092	-	-	-	45,092	-	-	45,092
FortisAlberta Franchise Fee	52,204	-	-	-	52,204	44,327	48,750	3,454
MSI - Operating	-	-	-	-	-	-	-	-
Expenses								
Requisitions	(330,452)	-	-	-	(330,452)	(308,068)	-	(330,452)
Interest on Long-Term Debt	(70,773)	-	-	-	(70,773)	(59,266)	(65,000)	(5,773)
2009 Annexation Costs - MVC	-	-	-	-	-	-	-	-
FortisAlberta Infrastructure Reserve Transfer	-	-	-	-	-	-	-	-
Surplus (Deficit)	(303,929)	-	-	-	(303,929)	(323,007)	(16,250)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

11 - Legislative Services

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020 YTD</u>	<u>2019 YTD</u>	<u>YTD Budget</u>	<u>Variance (Budget V. Actual) Over / (Under) Budget</u>
Revenues	90	-	-	-	90	434	-	90
Expenses								
Salaries & Wages	(43,394)	-	-	-	(43,394)	(37,999)	(123,942)	80,548
Contracted Services	(99)	-	-	-	(99)	(208)	(14,125)	14,026
Materials & Supplies	(19,587)	-	-	-	(19,587)	(13,010)	(13,775)	(5,812)
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(62,990)	-	-	-	(62,990)	(50,783)	(151,842)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

12 - Corporate Services

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	61,720	-	-	-	61,720	56,849	78,875	(17,155)
Expenses								
Salaries & Wages	(22,888)	-	-	-	(22,888)	(18,765)	(44,839)	21,951
Contracted Services	(2,821)	-	-	-	(2,821)	(26,174)	(75,250)	72,429
Materials & Supplies	(57,579)	-	-	-	(57,579)	(47,627)	(101,050)	43,471
Utilities	(4,899)	-	-	-	(4,899)	(5,378)	(5,487)	588
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(26,467)	-	-	-	(26,467)	(41,095)	(147,751)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

18 - Elections

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	-	-	-	-	-	-	-	-
Expenses								
Salaries & Wages	-	-	-	-	-	-	-	-
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	-	-	-	-	-	-	-	-

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

21 - Municipal Enforcement

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / (Under) Budget</u>
Revenues	1,078	-	-	-	1,078	8,851	5,000	(3,922)
Expenses								
Salaries & Wages	(22,259)	-	-	-	(22,259)	(15,439)	(28,891)	6,632
Contracted Services	(272)	-	-	-	(272)	(244)	(550)	278
Materials & Supplies	(9,059)	-	-	-	(9,059)	(8,432)	(18,811)	9,752
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(30,512)	-	-	-	(30,512)	(15,264)	(43,252)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

23 - Fire Services

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	131,530	-	-	-	131,530	85,324	81,342	50,188
Expenses								
Salaries & Wages	(7,390)	-	-	-	(7,390)	(6,965)	(27,701)	20,311
Contracted Services	(19,512)	-	-	-	(19,512)	(17,784)	(24,763)	5,251
Materials & Supplies	(48,178)	-	-	-	(48,178)	(32,789)	(36,468)	(11,710)
Utilities	(3,334)	-	-	-	(3,334)	(3,752)	(3,591)	257
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	53,116	-	-	-	53,116	24,034	(11,181)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

24 - Emergency Management

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	-	-	-	-	-	-	-	-
Expenses								
Salaries & Wages	(4,785)	-	-	-	(4,785)	(3,977)	(7,475)	2,690
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	(973)	-	-	-	(973)	(750)	(3,950)	2,977
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(5,758)	-	-	-	(5,758)	(4,727)	(11,425)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

26 - Animal Control

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	5,362	-	-	-	5,362	5,345	6,550	(1,188)
Expenses								
Salaries & Wages		-	-	-	-	-	-	-
Contracted Services	(4,200)	-	-	-	(4,200)	(4,300)	(6,838)	2,638
Materials & Supplies	(91)	-	-	-	(91)	(91)	(570)	479
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	1,071	-	-	-	1,071	954	(858)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

32 - Roads

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	21,006	-	-	-	21,006	21,012	22,125	(1,119)
Expenses								
Salaries & Wages	(69,478)	-	-	-	(69,478)	(60,306)	(131,763)	62,285
Contracted Services	(450)	-	-	-	(450)	(18,517)	(65,490)	65,040
Materials & Supplies	(7,713)	-	-	-	(7,713)	(10,694)	(32,138)	24,425
Utilities	(14,798)	-	-	-	(14,798)	(26,436)	(38,750)	23,952
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(71,433)	-	-	-	(71,433)	(94,941)	(246,016)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

35 - Shop

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	10,000	-	-	-	10,000	-	-	10,000
Expenses								
Salaries & Wages	(4,999)	-	-	-	(4,999)	(4,845)	(6,146)	1,147
Contracted Services	(4,539)	-	-	-	(4,539)	(4,428)	(16,280)	11,741
Materials & Supplies	(60,540)	-	-	-	(60,540)	(54,230)	(123,603)	63,063
Utilities	(1,555)	-	-	-	(1,555)	(2,133)	(1,950)	395
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(61,633)	-	-	-	(61,633)	(65,636)	(147,979)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

41 - Water

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / (Under) Budget</u>
Revenues	231,732	-	-	-	231,732	210,813	228,500	3,232
Expenses								
Salaries & Wages	(49,324)	-	-	-	(49,324)	(43,629)	(57,930)	8,606
Contracted Services	(323)	-	-	-	(323)	(8,541)	(103,360)	103,037
Materials & Supplies	(27,963)	-	-	-	(27,963)	(54,312)	(55,286)	27,323
Utilities	(17,763)	-	-	-	(17,763)	(15,849)	(21,188)	3,425
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	136,359	-	-	-	136,359	88,482	(9,264)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

42 - WasteWater

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	184,687	-	-	-	184,687	148,363	185,200	(513)
Expenses								
Salaries & Wages	(47,004)	-	-	-	(47,004)	(41,482)	(55,472)	8,468
Contracted Services	(11,654)	-	-	-	(11,654)	(11,669)	(36,625)	24,971
Materials & Supplies	(8,161)	-	-	-	(8,161)	(11,745)	(17,400)	9,239
Utilities	(13,382)	-	-	-	(13,382)	(14,262)	(17,312)	3,930
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	104,486	-	-	-	104,486	69,205	58,391	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

43 - Solid Waste

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	80,822	-	-	-	80,822	80,879	80,950	(128)
Expenses								
Salaries & Wages	(10,125)	-	-	-	(10,125)	(9,577)	(13,233)	3,108
Contracted Services	(18,846)	-	-	-	(18,846)	(18,267)	(30,725)	11,879
Materials & Supplies	(398)	-	-	-	(398)	(110)	(250)	(148)
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(18,503)	-	-	-	(18,503)	(23,647)	(12,500)	(6,003)
Surplus (Deficit)	32,950	-	-	-	32,950	29,278	24,242	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

51 - FCSS

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	2,530	-	-	-	2,530	25,305	2,750	(220)
Expenses								
Salaries & Wages	-	-	-	-	-	-	-	-
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	(2,530)	-	-	-	(2,530)	(2,436)	(2,750)	220
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(17,871)	-	-	-	(17,871)	(22,869)	-	(17,871)
Surplus (Deficit)	(17,871)	-	-	-	(17,871)	-	-	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

61 - Planning & Development

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	4,844	-	-	-	4,844	11,307	21,450	(16,606)
Expenses								
Salaries & Wages	(53,195)	-	-	-	(53,195)	(57,003)	(86,675)	33,480
Contracted Services	(6,778)	-	-	-	(6,778)	(3,581)	(17,275)	10,497
Materials & Supplies	(3,472)	-	-	-	(3,472)	(5,894)	(6,530)	3,058
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(58,601)	-	-	-	(58,601)	(55,171)	(89,030)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

63 - Economic Development

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	25,352	-	-	-	25,352	57,562	39,750	(14,398)
Expenses								
Salaries & Wages	(27,648)	-	-	-	(27,648)	(29,898)	(45,190)	17,542
Contracted Services	(119)	-	-	-	(119)	-	(2,750)	2,631
Materials & Supplies	(22,680)	-	-	-	(22,680)	(19,415)	(50,725)	28,045
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(10,306)	-	-	-	(10,306)	-	(10,000)	(306)
Surplus (Deficit)	(35,401)	-	-	-	(35,401)	8,249	(68,915)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

75 - Library

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020 YTD</u>	<u>2019 YTD</u>	<u>YTD Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	19,979	-	-	-	19,979	27,397	-	19,979
Expenses								
Salaries & Wages	(29,720)	-	-	-	(29,720)	(28,362)	-	(29,720)
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(37,917)	-	-	-	(37,917)	(11,257)	(32,250)	(5,667)
Surplus (Deficit)	(47,658)	-	-	-	(47,658)	(12,222)	(32,250)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

77 - Sundre Community Centre

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	27,278	-	-	-	27,278	22,679	22,345	4,933
Expenses								
Salaries & Wages	(8,345)	-	-	-	(8,345)	(11,307)	(15,039)	6,694
Contracted Services	(1,732)	-	-	-	(1,732)	(442)	(7,431)	5,699
Materials & Supplies	(18,501)	-	-	-	(18,501)	(13,522)	(41,393)	22,892
Utilities	(9,438)	-	-	-	(9,438)	(10,812)	(11,113)	1,675
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(10,738)	-	-	-	(10,738)	(13,404)	(52,631)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

80 - Arena

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / (Under) Budget</u>
Revenues	54,896	-	-	-	54,896	46,930	57,750	(2,854)
Expenses								
Salaries & Wages	(41,925)	-	-	-	(41,925)	(42,998)	(56,509)	14,584
Contracted Services	(4,998)	-	-	-	(4,998)	(4,655)	(21,645)	16,647
Materials & Supplies	(26,487)	-	-	-	(26,487)	(19,352)	(39,714)	13,227
Utilities	(13,465)	-	-	-	(13,465)	(18,094)	(22,598)	9,133
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(31,979)	-	-	-	(31,979)	(38,169)	(82,715)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

82 - Greenwood Campground

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	-	-	-	-	-	390	-	-
Expenses								
Salaries & Wages	(5,092)	-	-	-	(5,092)	(5,497)	(7,282)	2,190
Contracted Services	(1,000)	-	-	-	(1,000)	(1,000)	-	(1,000)
Materials & Supplies	(4,393)	-	-	-	(4,393)	(2,823)	(3,383)	(1,010)
Utilities	(859)	-	-	-	(859)	(997)	(1,087)	228
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(11,344)	-	-	-	(11,344)	(9,927)	(11,752)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

84 - Parks

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020 YTD</u>	<u>2019 YTD</u>	<u>YTD Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	-	-	-	-	-	-	7,145	(7,145)
Expenses								
Salaries & Wages	(30,613)	-	-	-	(30,613)	(32,493)	(39,818)	9,205
Contracted Services	(83)	-	-	-	(83)	-	(10,455)	10,372
Materials & Supplies	(3,815)	-	-	-	(3,815)	(3,550)	(60,408)	56,593
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(34,511)	-	-	-	(34,511)	(36,043)	(103,536)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

85 - Recreation & Culture

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020 YTD</u>	<u>2019 YTD</u>	<u>YTD Budget</u>	<u>Variance (Budget V. Actual) Over / (Under) Budget</u>
Revenues	-	-	-	-	-	143,135	-	-
Expenses								
Salaries & Wages	-	-	-	-	-	-	-	-
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(66,116)	-	-	-	(66,116)	(63,981)	(68,981)	2,865
Surplus (Deficit)	(66,116)	-	-	-	(66,116)	79,154	(68,981)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

86 - Community Services

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	1,560	-	-	-	1,560	200	6,700	(5,140)
Expenses								
Salaries & Wages	(17,383)	-	-	-	(17,383)	(16,007)	(22,207)	4,824
Contracted Services	(400)	-	-	-	(400)	(1,000)	(7,175)	6,775
Materials & Supplies	(9,586)	-	-	-	(9,586)	(11,339)	(50,363)	40,777
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(28,033)	-	-	-	(28,033)	-	(52,000)	23,967
Surplus (Deficit)	(53,842)	-	-	-	(53,842)	(28,146)	(125,045)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

87 - Trails

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	-	-	-	-	-	-	-	-
Expenses								
Salaries & Wages	(5,698)	-	-	-	(5,698)	(6,577)	(8,867)	3,169
Contracted Services	-	-	-	-	-	-	(5,000)	5,000
Materials & Supplies	(3,084)	-	-	-	(3,084)	(3,596)	(10,968)	7,884
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(8,782)	-	-	-	(8,782)	(10,173)	(24,835)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

89 - Outdoor Recreation

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / (Under) Budget</u>
Revenues	-	-	-	-	-	-	1,300	(1,300)
Expenses								
Salaries & Wages	(8,972)	-	-	-	(8,972)	(13,481)	(18,242)	9,270
Contracted Services	(75)	-	-	-	(75)	(147)	(2,563)	2,488
Materials & Supplies	(2,530)	-	-	-	(2,530)	(2,541)	(20,665)	18,135
Utilities	-	-	-	-	-	-	(861)	861
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(11,577)	-	-	-	(11,577)	(16,169)	(41,031)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

91 - Gas

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / (Under) Budget</u>
Revenues	455,997	-	-	-	455,997	465,390	364,738	91,259
Expenses								
Salaries & Wages	(63,226)	-	-	-	(63,226)	(54,225)	(81,210)	17,984
Contracted Services	(17,893)	-	-	-	(17,893)	(10,778)	(48,563)	30,670
Materials & Supplies	(184,448)	-	-	-	(184,448)	(171,183)	(192,009)	7,561
Utilities	(1,385)	-	-	-	(1,385)	(1,671)	(26,300)	24,915
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	189,045	-	-	-	189,045	227,533	16,656	

TOWN OF SUNDRE
CASH STATEMENT
Month Ending March 2020

	TOTAL
Net Balance at End of Previous Month	2,330,248.93
ADD: Receipts for the Month	639,347.84
Sub-Total	2,969,596.77
LESS: Disbursements for the Month	1,232,623.09
Net Balance at End of Month	1,736,973.68
Bank Balance at End of Month	1,765,279.67
ADD: Outstanding Deposits	10,991.70
ADD: Outstanding Transfers to Bank	0.00
Sub-Total	1,776,271.37
LESS: Outstanding Cheques	38,698.69
LESS: Cancelled Cheque #96910 for \$599.00 apr 3, 2020	599.00
Balance at End of Month	1,736,973.68

INVESTMENTS	
31 Day Municipal Notice Demand Account	103,580.68
90 Day Municipal Notice Demand Account	747,131.18
T-Bill 0.5% - OPEN (CB-25)-RESTRICTED for NOBLEFERN	2,825.01
TOTAL INVESTMENTS	853,536.87

RESTRICTED SURPLUS ACCOUNTS	
Account Name	Amount
GAS RESTRICTED SURPLUS	720,086.40
OFF-SITE LEVY RESTRICTED SURPLUS	313,002.71
GENERAL RESTRICTED SURPLUS	411,147.65
ARENA RESTRICTED SURPLUS	184,877.28
PARKS RESTRICTED SURPLUS	56,225.02
WATER/WASTEWATER RESTRICTED SURPLUS	711,706.24
RECREATION & CULTURE RESTRICTED SURPLUS	15,802.51
BYLAW RESTRICTED SURPLUS	22,347.10
OUTDOOR RECREATION RESTRICTED SURPLUS	30,437.86
ROADS RESTRICTED SURPLUS	524,492.11
FIRE DONATIONS RESTRICTED SURPLUS	23,592.24
COMMUNITY SERVICES RESTRICTED SURPLUS	10,570.45
GREENWOOD CAMPGROUND RESTRICTED SURPLUS	73,145.93
SUNDRE COMMUNITY CENTER RESTRICTED SURPLUS	65,673.05
TRAILS RESTRICTED SURPLUS	74,098.28
MOUNTAIN VIEW SENIORS' HOUSING RESTRICTED SURPLUS	21,740.10
ECONOMIC DEVELOPMENT RESTRICTED SURPLUS	100,311.21
SOLID WASTE RESTRICTED SURPLUS	244,003.36
JOINT PARK EQUIPMENT RESTRICTED SURPLUS	7,617.46
SUNDRE GOLF SOCIETY FUNDS	55,183.35
PLANNING & DEVELOPMENT	354,868.15
FIRE OPERATING RESTRICTED SURPLUS	56,990.48
FIRE (TOWN) RESTRICTED SURPLUS	535,259.59
FIRE (MVC) RESTRICTED SURPLUS	573.92
INFRASTRUCTURE RESTRICTED SURPLUS	257,236.17
FLEET RESTRICTED SURPLUS	349,858.95
MUNICIPAL RESTRICTED SURPLUS CASH-IN-LIEU RESTRICTED SURPLUS	63,743.63
TOTAL TOWN RESTRICTED SURPLUS	5,284,591.20
RIVER BANK STABILIZATION RESTRICTED SURPLUS	26,625.90
MSI CAPITAL RESTRICTED SURPLUS	650,155.67
FEDERAL GAS TAX FUND (FGTF) RESTRICTED SURPLUS	277,641.82
FRIAA FIRESMART RESTRICTED SURPLUS	36.44
MSI OPERATING RESTRICTED SURPLUS	35,763.12
TOTAL GRANT RESTRICTED SURPLUS	990,222.95
TOTAL RESTRICTED SURPLUS	6,274,814.15

TOTAL INVESTMENTS & RESTRICTED SURPLUS 7,128,351.02

TOWN OF SUNDRE
2020 Restricted Surplus Continuity Schedule
As at March 31, 2020

<u>RSA Designation</u>	<u>Restricted Surplus Account Name</u>	<u>Opening Balance</u>	<u>Interest</u>	<u>Increase</u>	<u>Decrease</u>	<u>Intra-Fund Transfer</u>	<u>Ending Balance</u>
A.1	General Corporate Stabilization	577,359.61	1,746.04	-	-	-	579,105.65
A.2	Corporate Services Stabilization	-	-	-	-	-	-
A.3	Protective Services Stabilization	-	-	-	-	-	-
A.4	Municipal Operations Stabilization	-	-	-	-	-	-
A.5	Utilities Stabilization	-	-	-	-	-	-
A.6	Development Stabilization	-	-	-	-	-	-
A.7	Community Services Stabilization	-	-	-	-	-	-
B.1	Municipal "New" Projects	29,185.00	-	-	-	-	29,185.00
B.2	Utility "New" Projects	-	-	-	-	-	-
C.1	Municipal Infrastructure Lifecycling	2,120,872.71	9,035.16	-	-	-	2,129,907.87
C.2	Utility Infrastructure Lifecycling	2,411,824.33	7,116.67	-	-	-	2,418,941.00
D.1	Municipal Cash-in-Lieu	63,472.93	270.70	-	-	-	63,743.63
D.2	Shared Fire - Capital	629,636.84	2,275.54	-	-	-	631,912.38
D.3	Shared Fire - Operating	102,413.20	342.22	-	-	-	102,755.42
D.4	Sundre Golf Society	54,949.01	234.34	-	-	-	55,183.35
D.5	Transportation Off-Site Levy	-	-	-	-	-	-
D.6	Water Off-Site Levy	311,673.47	1,329.24	-	-	-	313,002.71
D.7	Wastewater Off-Site Levy	-	-	-	-	-	-
D.8	Storm Drainage Off-Site Levy	-	-	-	-	-	-
Totals		6,301,387.10	22,349.91	-	-	-	6,323,737.01

* May differ slightly from Notes to Financial Statements due to rounding

Town of Sundre Capital Project Listing						8.1d
As at March 31, 2020						
Approval Date	Motion #	Project Description	Source of Funding	Estimated Project Cost	Total Spent to Date	Comments as of Oct 08, 2020
2011		Red Deer River Bank Stabilization	Provincial Municipal Affairs Grant	2,400,000.00	2,287,053.15	
		Fish Habitat Compensation Requirement	Provincial Municipal Affairs Grant		135,700.24	In-stream work completed. Applied for an extension to Sep 2021 and extension was granted. 1st post construction complete. Additional inspections required at year 3. Funding for over-budget to date from interest earned.
				2,400,000.00	2,422,753.39	
Nov 21/16	366/16	Way-Finding Signage	Municipal New Projects RSA	35,000.00	33,471.96	Completed Aug 2020
Nov 21/16	366/16	Upgrade Centre Street	Municipal Lifecycling RSA	95,000.00	95,000.00	Roadwork complete; turned over to CS for landscaping; anticipated to complete Spring 2021. Delayed due to Covid constraints. Anticipated to be on Budget.
			Municipal Lifecycling RSA	150,000.00	150,000.00	
			Off-Site Levies RSA	240,000.00	89,521.80	
			MSI Capital	715,000.00	715,000.00	
			Debenture	1,000,000.00	1,000,000.00	
			Total	2,200,000.00	2,049,521.80	
Feb 12/18	65/18	Enhanced Trail Connections	Federal Gas Tax Fund	70,000.00	4,369.00	Signage for Snake Hill and Trail parking signage will be complete October 2020. Additional planning to occur in early 2021 is required to implement GIS identification. Anticipated to be on budget.
Feb 12/18	65/18	Facility Roofing Upgrades	Municipal Lifecycling RSA	230,000.00	163,785.00	S.C.C roofs completed September 2020. Shop, Fire station & Town Office complete 2019 with minor deficiencies completed Sept 2020. Anticipated to be on Budget. Final costs to be calculated
Feb 12/18	65/18	Main Avenue West	Debentures	1,688,700.00	1,483,000.00	Roadwork complete in 2019. Landscaping completed August 2020 with the exception of eastside access path from walkway to patio. Estimated completion Spring 2021
			Municipal Lifecycling RSA	420,014.00	421,373.96	
			MSI Capital	650,000.00	650,000.00	
			Total	2,758,714.00	2,554,373.96	
19-Mar-2019	124-18-03-19	Fire Dept - replace unit 581 ATV Utility Cart	Fire Capital RSAs	20,000.00		Purchase on hold
19-Mar-2019	124-18-03-19	Old Town Shop Remediation	Municipal Lifecycling RSA	105,000.00	18,247.23	Study conducted in 2020. Remediation has been deffered to 2021 pending new technolgy anticipate next year. Anticipated to be on budget.
19-Mar-2019	124-18-03-19	Arena compressor overhaul	Municipal Lifecycling RSA	15,000.00		

19-Mar-2019	124-18-03-19	Sewer Lagoon - critical equipment upgrade	Utilities Lifecycling RSA	1,110,000.00	688,643.68	Budget Increased by \$190,000 per motions 279-24-06-19. Complete-Oct 6, 2020; anticipated to be on budget with final costs pending.
19-Mar-2019	124-18-03-19	Main Avenue (phase 2)	Municipal Lifecycling RSA	400,065.00	338,963.21	
			MSI Capital	280,000.00	280,000.00	
			MSI Capital	151,456.00		Road work complete - final lift & paving, boardwalk & path complete July 2020. Turnover to CS for landscaping with estimated completion Spring 2021. On budget.
			Debentures	1,307,200.00	1,307,200.00	added boardwalk and OGS per motion 175-15-04-19
				2,138,721.00	1,926,163.21	
16-Dec-2019	422-16-12-19	Bearberry Creek Bridge Upgrades	Municipal Lifecycling RSA	50,225.00		On hold due to fiscal constraints; anticipated completion 2021
16-Dec-2019	422-16-12-19	Gas Line Heater	Utilities Lifecycling RSA	80,000.00		Unknown completion date. Equipment at end of life, still functioning. Upgrading depends on development, will be required on short notice.
16-Dec-2019	422-16-12-19	Gas Piping Change Out	Utilities Lifecycling RSA	50,000.00		
						Completed July 2020; final cost to be calculated. Anticipated to be on Budget.
16-Dec-2019	422-16-12-19	Enhanced Trail Connections - Royal Purple Park	Federal Gas Tax Fund	56,000.00		
16-Dec-2019	422-16-12-19	tractor for Community Services in fleet	Municipal New Projects RSA	68,000.00	66,385.56	Complete Jan 2020
16-Dec-2019	422-16-12-19	Replace Skid Steer Unit No. 1160 with attachments	Municipal Lifecycling RSA	55,000.00	53,106.00	Complete Jan 2020
16-Dec-2019	422-16-12-19	crack-sealing equipment	Municipal Lifecycling RSA	50,000.00		Equipment purchased September 2020, estimated delivery Oct 2020
16-Dec-2019	422-16-12-19	2004 Honda Quad Unit 570	Fire RSA	10,000.00		Purchase on hold
			MVC Fire	10,000.00		
				20,000.00	0.00	
						On hold due to fiscal constraints
16-Dec-2019	422-16-12-19	tree planting program	Municipal Lifecycling RSA	20,000.00		On hold due to fiscal constraints
16-Dec-2019	422-16-12-19	install Port-a-Potties	Municipal Lifecycling RSA	9,792.00		On hold due to fiscal constraints
16-Dec-2019	422-16-12-19	upgrade Greenwood Campground power services	Municipal Lifecycling RSA	100,000.00		On hold due to fiscal constraints
16-Dec-2019	422-16-12-19	roof repairs - Shop & Comm. Centre	Municipal Lifecycling RSA	18,280.00		Completed September 2020; final costs are being calculated
16-Dec-2019	422-16-12-19	refurbish Lagoon Lift Station	Utilities Lifecycling RSA	42,000.00		Complete; commissioned Oct 6, 2020; anticipate on budget, final cost to be calculated.
			MSI Capital	100,000.00		
			Federal Gas Tax Fund	125,000.00		
				267,000.00	0.00	
16-Dec-2019	422-16-12-19	land purchase	Municipal New Projects RSA	60,000.00		Purchased in May 2020; final accounting of costs to be calculated.
				152,000.00		
				212,000.00	0.00	

16-Dec-2019	422-16-12-19	replace Arena ice plant	Municipal Lifecycling RSA	1,000,000.00		In Progress w/estimated completion November 2020; anticipated on budget.
16-Dec-2019	422-16-12-19	Sewer Lagoon Upgrade/Expansion	Utilities Lifecycling RSA	2,100,000.00		Discussion with Alberta Environment and Alberta Transport ongoing.
			MSI Capital	800,000.00		Permit for testing approved. Construction of final design anticipated for late 2021 or 2022
			Federal Gas Tax Fund	150,000.00		
			Debentures	4,000,000.00		
			other funding TBD	5,950,000.00		
				13,000,000.00	0.00	
10-Feb-2020	48-10-02-20	sewer line camera	Utilities Lifecycling RSA	10,715.00	11,315.00	Complete Feb 2020.
20-Mar-2020	84-20-03-20	lagoon grinder replacement	Municipal Lifecycling RSA	161,642.00		Complete July 2020, anticipated to be on budget, final cost to be calculated
20-Mar-2020	85-20-03-20	Well 5	Municipal Lifecycling RSA	65,000.00		Complete July 2020, anticipated to be on budget, final cost to be calculated

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

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SUMMARY

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>(Over) / Under Budget</u>
Taxes and Other Revenue								
Municipal Taxes	45,092	4,729,733	-	-	4,774,825	4,596,977	3,454,343	1,320,482
FortisAlberta Franchise Fee	52,204	35,061	-	-	87,265	87,350	97,500	(10,235)
MSI - Operating	-	-	-	-	-	-	-	-
Total Taxes and Other Revenue	97,296	4,764,794	-	-	4,862,090	4,684,327	3,551,843	
Less Interest, Requisitions and Transfers								
ASFF & MVSH Requisitions	(330,452)	(222,090)	-	-	(552,542)	(593,764)	-	(552,542)
Interest on Long-Term Debt	(70,773)	(41,938)	-	-	(112,711)	(105,777)	(130,000)	17,289
2009 Annexation Costs - MVC	-	-	-	-	-	-	-	-
FortisAlberta Infrastructure Reserve Transfer	-	-	-	-	-	-	-	-
Total Taxes and Other Revenue for Operations	(303,929)	4,500,766	-	-	4,196,837	3,984,786	3,421,843	
Net Operational Excess/(Shortfall)								
11 - Legislative	(62,990)	(53,415)	-	-	(116,405)	(125,496)	(240,183)	123,778
12 - Corporate Services	(26,467)	(116,798)	-	-	(143,265)	(150,131)	(253,921)	110,656
17 - Census	-	-	-	-	-	-	-	-
18 - Elections	-	-	-	-	-	-	-	-
21 - Municipal Enforcement	(30,512)	(28,301)	-	-	(58,813)	(36,533)	(68,286)	9,473
23 - Fire	53,116	(51,320)	-	-	1,796	38,036	(27,509)	29,305
24 - Emergency Management	(5,758)	(11,238)	-	-	(16,996)	(12,491)	(22,803)	5,807
26 - Animal Control	1,071	(7,001)	-	-	(5,930)	(7,410)	(7,866)	1,936
32 - Roads	(71,433)	(35,132)	-	-	(106,565)	(130,517)	(256,911)	150,346
35 - Shop	(61,633)	(53,357)	-	-	(114,990)	(138,845)	(172,629)	57,639
41 - Water	136,359	106,775	-	-	243,134	179,548	119,236	123,898
42 - WasteWater	104,486	105,706	-	-	210,192	178,685	130,763	79,429
43 - Solid Waste	32,950	17,410	-	-	50,360	47,535	48,717	1,643
51 - FCSS	(17,871)	-	-	-	(17,871)	-	-	(17,871)
61 - Planning & Development	(58,601)	(43,566)	-	-	(102,167)	(107,570)	(175,749)	73,582
63 - Economic Development	(35,401)	(48,534)	-	-	(83,935)	(79,702)	(132,787)	48,852
75 - Library	(47,658)	(32,960)	-	-	(80,618)	(80,029)	(64,500)	(16,118)
77 - Sundre Community Centre	(10,738)	(28,346)	-	-	(39,084)	2,935	(25,204)	(13,880)
80 - Arena	(31,979)	(85,620)	-	-	(117,599)	29,160	(7,657)	(109,943)
82 - Greenwood Campground	(11,344)	(12,663)	-	-	(24,007)	(18,281)	(16,047)	(7,960)
84 - Parks	(34,511)	(42,853)	-	-	(77,364)	(27,537)	(78,576)	1,212
85 - Recreation & Culture	(66,116)	465,510	-	-	399,394	97,589	69,081	330,313
86 - Community Services	(53,842)	(28,782)	-	-	(82,624)	(8,765)	(74,504)	(8,120)
87 - Trails	(8,782)	(7,102)	-	-	(15,884)	5,842	(8,647)	(7,237)
89 - Outdoor Recreation	(11,577)	(10,928)	-	-	(22,505)	913	(24,143)	1,638
91 - Gas	189,045	18,989	-	-	208,034	219,857	111,369	96,665
Total Net Operational Excess/(Shortfall)	(130,186)	16,474	-	-	(113,712)	(123,207)	(1,178,756)	
Year End Surplus/(Deficit)	(434,115)	4,517,240	-	-	4,083,125	3,861,579	2,243,088	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

00 - General Services / Taxation

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues								
Municipal Taxes	45,092	4,729,733	-	-	4,774,825	4,596,977	3,454,343	1,320,482
FortisAlberta Franchise Fee	52,204	35,061	-	-	87,265	87,350	97,500	(10,235)
MSI - Operating	-	-	-	-	-	-	-	-
Expenses								
Requisitions	(330,452)	(222,090)	-	-	(552,542)	(593,764)	-	(552,542)
Interest on Long-Term Debt	(70,773)	(41,938)	-	-	(112,711)	(105,777)	(130,000)	17,289
2009 Annexation Costs - MVC	-	-	-	-	-	-	-	-
FortisAlberta Infrastructure Reserve Transfer	-	-	-	-	-	-	-	-
Surplus (Deficit)	(303,929)	4,500,766	-	-	4,196,837	3,984,786	3,421,843	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

11 - Legislative Services

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	90	-	-	-	90	434	-	90
Expenses								
Salaries & Wages	(43,394)	(43,715)	-	-	(87,109)	(99,122)	(189,583)	102,474
Contracted Services	(99)	(8,499)	-	-	(8,598)	(878)	(15,250)	6,652
Materials & Supplies	(19,587)	(1,201)	-	-	(20,788)	(25,930)	(35,350)	14,562
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(62,990)	(53,415)	-	-	(116,405)	(125,496)	(240,183)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

12 - Corporate Services

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	61,720	9,854	-	-	71,574	79,396	87,250	(15,676)
Expenses								
Salaries & Wages	(22,888)	(27,334)	-	-	(50,222)	(42,765)	(89,397)	39,175
Contracted Services	(2,821)	(57,179)	-	-	(60,000)	(82,613)	(105,500)	45,500
Materials & Supplies	(57,579)	(37,468)	-	-	(95,047)	(94,393)	(135,300)	40,253
Utilities	(4,899)	(4,671)	-	-	(9,570)	(9,756)	(10,974)	1,404
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(26,467)	(116,798)	-	-	(143,265)	(150,131)	(253,921)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

18 - Elections

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020 YTD</u>	<u>2019 YTD</u>	<u>YTD Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	-	-	-	-	-	-	-	-
Expenses								
Salaries & Wages	-	-	-	-	-	-	-	-
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	-	-	-	-	-	-	-	-

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

21 - Municipal Enforcement

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	1,078	1,365	-	-	2,443	16,087	10,000	(7,557)
Expenses								
Salaries & Wages	(22,259)	(27,530)	-	-	(49,789)	(40,751)	(57,669)	7,880
Contracted Services	(272)	(1,020)	-	-	(1,292)	(1,179)	(550)	(742)
Materials & Supplies	(9,059)	(1,116)	-	-	(10,175)	(10,690)	(20,067)	9,892
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(30,512)	(28,301)	-	-	(58,813)	(36,533)	(68,286)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

23 - Fire Services

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	131,530	26,175	-	-	157,705	169,018	162,684	(4,979)
Expenses								
Salaries & Wages	(7,390)	(11,354)	-	-	(18,744)	(18,164)	(55,248)	36,504
Contracted Services	(19,512)	(28,508)	-	-	(48,020)	(34,155)	(43,423)	(4,597)
Materials & Supplies	(48,178)	(34,012)	-	-	(82,190)	(70,856)	(84,340)	2,150
Utilities	(3,334)	(3,621)	-	-	(6,955)	(7,807)	(7,182)	227
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	53,116	(51,320)	-	-	1,796	38,036	(27,509)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

24 - Emergency Management

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	-	-	-	-	-	-	-	-
Expenses								
Salaries & Wages	(4,785)	(6,655)	-	-	(11,440)	(10,208)	(14,903)	3,463
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	(973)	(4,583)	-	-	(5,556)	(2,283)	(7,900)	2,344
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(5,758)	(11,238)	-	-	(16,996)	(12,491)	(22,803)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

26 - Animal Control

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	5,362	104	-	-	5,466	5,673	6,600	(1,134)
Expenses								
Salaries & Wages	-	-	-	-	-	-	-	-
Contracted Services	(4,200)	(6,615)	-	-	(10,815)	(12,900)	(13,676)	2,861
Materials & Supplies	(91)	(490)	-	-	(581)	(183)	(790)	209
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	1,071	(7,001)	-	-	(5,930)	(7,410)	(7,866)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

32 - Roads

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / (Under) Budget</u>
Revenues	21,006	108,848	-	-	129,854	122,836	124,250	5,604
Expenses								
Salaries & Wages	(69,478)	(78,341)	-	-	(147,819)	(132,047)	(193,121)	45,302
Contracted Services	(450)	(5,010)	-	-	(5,460)	(39,288)	(73,948)	68,488
Materials & Supplies	(7,713)	(7,729)	-	-	(15,442)	(15,224)	(36,592)	21,150
Utilities	(14,798)	(52,900)	-	-	(67,698)	(66,794)	(77,500)	9,802
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(71,433)	(35,132)	-	-	(106,565)	(130,517)	(256,911)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

35 - Shop

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	10,000	-	-	-	10,000	-	-	10,000
Expenses								
Salaries & Wages	(4,999)	(5,997)	-	-	(10,996)	(10,814)	(12,261)	1,265
Contracted Services	(4,539)	(8,983)	-	-	(13,522)	(13,302)	(21,455)	7,933
Materials & Supplies	(60,540)	(36,279)	-	-	(96,819)	(110,473)	(135,013)	38,194
Utilities	(1,555)	(2,098)	-	-	(3,653)	(4,256)	(3,900)	247
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(61,633)	(53,357)	-	-	(114,990)	(138,845)	(172,629)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

41 - Water

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	231,732	224,314	-	-	456,046	435,276	456,000	46
Expenses								
Salaries & Wages	(49,324)	(56,521)	-	-	(105,845)	(96,494)	(120,042)	14,197
Contracted Services	(323)	(25,120)	-	-	(25,443)	(69,271)	(108,060)	82,617
Materials & Supplies	(27,963)	(15,285)	-	-	(43,248)	(53,727)	(66,286)	23,038
Utilities	(17,763)	(20,613)	-	-	(38,376)	(36,236)	(42,376)	4,000
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	136,359	106,775	-	-	243,134	179,548	119,236	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

42 - WasteWater

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	184,687	209,996	-	-	394,683	381,629	370,200	24,483
Expenses								
Salaries & Wages	(47,004)	(53,698)	-	-	(100,702)	(91,526)	(115,138)	14,436
Contracted Services	(11,654)	(25,097)	-	-	(36,751)	(62,887)	(61,625)	24,874
Materials & Supplies	(8,161)	(4,493)	-	-	(12,654)	(16,698)	(28,050)	15,396
Utilities	(13,382)	(21,002)	-	-	(34,384)	(31,833)	(34,624)	240
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	104,486	105,706	-	-	210,192	178,685	130,763	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

43 - Solid Waste

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	80,822	80,942	-	-	161,764	161,606	161,700	64
Expenses								
Salaries & Wages	(10,125)	(11,350)	-	-	(21,475)	(20,449)	(26,383)	4,908
Contracted Services	(18,846)	(33,325)	-	-	(52,171)	(46,060)	(61,350)	9,179
Materials & Supplies	(398)	(355)	-	-	(753)	(268)	(250)	(503)
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(18,503)	(18,502)	-	-	(37,005)	(47,294)	(25,000)	(12,005)
Surplus (Deficit)	32,950	17,410	-	-	50,360	47,535	48,717	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

51 - FCSS

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020 YTD</u>	<u>2019 YTD</u>	<u>YTD Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	2,530	76,876	-	-	79,406	100,515	2,750	76,656
Expenses								
Salaries & Wages	-	-	-	-	-	-	-	-
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	(2,530)	-	-	-	(2,530)	(2,436)	(2,750)	220
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(17,871)	(76,876)	-	-	(94,747)	(98,079)	-	(94,747)
Surplus (Deficit)	(17,871)	-	-	-	(17,871)	-	-	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

61 - Planning & Development

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020 YTD</u>	<u>2019 YTD</u>	<u>YTD Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	4,844	16,799	-	-	21,643	42,343	42,900	(21,257)
Expenses								
Salaries & Wages	(53,195)	(57,527)	-	-	(110,722)	(123,959)	(172,539)	61,817
Contracted Services	(6,778)	(1,808)	-	-	(8,586)	(17,267)	(34,550)	25,964
Materials & Supplies	(3,472)	(1,030)	-	-	(4,502)	(8,687)	(11,560)	7,058
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(58,601)	(43,566)	-	-	(102,167)	(107,570)	(175,749)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

63 - Economic Development

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020 YTD</u>	<u>2019 YTD</u>	<u>YTD Budget</u>	<u>Variance (Budget V. Actual) Over / (Under) Budget</u>
Revenues	25,352	2,640	-	-	27,992	38,400	39,750	(11,758)
Expenses								
Salaries & Wages	(27,648)	(39,118)	-	-	(66,766)	(71,190)	(89,929)	23,163
Contracted Services	(119)	(31)	-	-	(150)	(126)	(4,000)	3,850
Materials & Supplies	(22,680)	(12,331)	-	-	(35,011)	(40,776)	(68,275)	33,264
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(10,306)	306	-	-	(10,000)	(6,010)	(10,333)	333
Surplus (Deficit)	(35,401)	(48,534)	-	-	(83,935)	(79,702)	(132,787)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

75 - Library

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	19,979	85,279	-	-	105,258	103,182	-	105,258
Expenses								
Salaries & Wages	(29,720)	(29,578)	-	-	(59,298)	(58,532)	-	(59,298)
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(37,917)	(88,661)	-	-	(126,578)	(124,679)	(64,500)	(62,078)
Surplus (Deficit)	(47,658)	(32,960)	-	-	(80,618)	(80,029)	(64,500)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

77 - Sundre Community Centre

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	27,278	2,138	-	-	29,416	74,245	76,845	(47,429)
Expenses								
Salaries & Wages	(8,345)	(9,795)	-	-	(18,140)	(24,326)	(29,987)	11,847
Contracted Services	(1,732)	(615)	-	-	(2,347)	(1,127)	(8,200)	5,853
Materials & Supplies	(18,501)	(9,154)	-	-	(27,655)	(25,465)	(41,636)	13,981
Utilities	(9,438)	(10,920)	-	-	(20,358)	(20,392)	(22,226)	1,868
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(10,738)	(28,346)	-	-	(39,084)	2,935	(25,204)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

80 - Arena

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	54,896	(5,685)	-	-	49,211	182,132	182,750	(133,539)
Expenses								
Salaries & Wages	(41,925)	(48,446)	-	-	(90,371)	(93,123)	(112,658)	22,287
Contracted Services	(4,998)	(4,557)	-	-	(9,555)	(7,601)	(21,645)	12,090
Materials & Supplies	(26,487)	(16,525)	-	-	(43,012)	(24,772)	(35,839)	(7,174)
Utilities	(13,465)	(10,407)	-	-	(23,872)	(27,476)	(20,266)	(3,607)
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(31,979)	(85,620)	-	-	(117,599)	29,160	(7,657)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

82 - Greenwood Campground

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020 YTD</u>	<u>2019 YTD</u>	<u>YTD Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	-	3,352	-	-	3,352	11,348	56,068	(52,716)
Expenses								
Salaries & Wages	(5,092)	(5,866)	-	-	(10,958)	(11,848)	(14,523)	3,565
Contracted Services	(1,000)	(5,495)	-	-	(6,495)	(9,613)	(34,614)	28,119
Materials & Supplies	(4,393)	(2,808)	-	-	(7,201)	(5,419)	(20,025)	12,824
Utilities	(859)	(1,846)	-	-	(2,705)	(2,749)	(2,953)	248
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(11,344)	(12,663)	-	-	(24,007)	(18,281)	(16,047)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

84 - Parks

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020 YTD</u>	<u>2019 YTD</u>	<u>YTD Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	-	2,550	-	-	2,550	65,750	72,145	(69,595)
Expenses								
Salaries & Wages	(30,613)	(34,047)	-	-	(64,660)	(71,139)	(79,390)	14,730
Contracted Services	(83)	(126)	-	-	(209)	(575)	(10,660)	10,451
Materials & Supplies	(3,815)	(11,230)	-	-	(15,045)	(21,573)	(60,671)	45,626
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(34,511)	(42,853)	-	-	(77,364)	(27,537)	(78,576)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

85 - Recreation & Culture

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020 YTD</u>	<u>2019 YTD</u>	<u>YTD Budget</u>	<u>Variance (Budget V. Actual) Over / (Under) Budget</u>
Revenues	-	597,984	-	-	597,984	225,551	207,043	390,941
Expenses								
Salaries & Wages	-	-	-	-	-	-	-	-
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(66,116)	(132,474)	-	-	(198,590)	(127,962)	(137,962)	(60,628)
Surplus (Deficit)	(66,116)	465,510	-	-	399,394	97,589	69,081	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

86 - Community Services

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	1,560	1,500	-	-	3,060	76,352	81,700	(78,640)
Expenses								
Salaries & Wages	(17,383)	(19,626)	-	-	(37,009)	(35,191)	(44,291)	7,282
Contracted Services	(400)	(977)	-	-	(1,377)	(1,734)	(7,175)	5,798
Materials & Supplies	(9,586)	(4,404)	-	-	(13,990)	(32,070)	(52,738)	38,748
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(28,033)	(5,275)	-	-	(33,308)	(16,122)	(52,000)	18,692
Surplus (Deficit)	(53,842)	(28,782)	-	-	(82,624)	(8,765)	(74,504)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

87 - Trails

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / (Under) Budget</u>
Revenues	-	-	-	-	-	25,000	25,000	(25,000)
Expenses								
Salaries & Wages	(5,698)	(6,873)	-	-	(12,571)	(15,546)	(17,679)	5,108
Contracted Services	-	-	-	-	-	-	(5,000)	5,000
Materials & Supplies	(3,084)	(229)	-	-	(3,313)	(3,612)	(10,968)	7,655
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(8,782)	(7,102)	-	-	(15,884)	5,842	(8,647)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

89 - Outdoor Recreation

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	-	-	-	-	-	36,866	36,300	(36,300)
Expenses								
Salaries & Wages	(8,972)	(10,555)	-	-	(19,527)	(31,931)	(36,354)	16,827
Contracted Services	(75)	(284)	-	-	(359)	(1,089)	(2,563)	2,204
Materials & Supplies	(2,530)	(89)	-	-	(2,619)	(2,933)	(20,665)	18,046
Utilities	-	-	-	-	-	-	(861)	861
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(11,577)	(10,928)	-	-	(22,505)	913	(24,143)	

Town of Sundre
2020 Quarterly Pro-Forma Statement of Revenue and Expenses

91 - Gas

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2020</u> <u>YTD</u>	<u>2019</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	Variance (Budget V. Actual) Over / (Under) Budget
Revenues	455,997	278,679	-	-	734,676	737,856	717,076	17,600
Expenses								
Salaries & Wages	(63,226)	(75,515)	-	-	(138,741)	(124,434)	(158,416)	19,675
Contracted Services	(17,893)	(10,682)	-	-	(28,575)	(23,939)	(54,001)	25,426
Materials & Supplies	(184,448)	(146,910)	-	-	(331,358)	(341,313)	(365,690)	34,332
Utilities	(1,385)	(26,583)	-	-	(27,968)	(28,313)	(27,600)	(368)
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	189,045	18,989	-	-	208,034	219,857	111,369	

TOWN OF SUNDRE
CASH STATEMENT
Month Ending June 2020

	TOTAL
Net Balance at End of Previous Month	2,202,126.89
ADD: Receipts for the Month	2,521,658.75
Sub-Total	4,723,785.64
LESS: Disbursements for the Month	1,186,553.41
Net Balance at End of Month	3,537,232.23
Bank Balance at End of Month	3,370,665.11
ADD: Outstanding Deposits	180,029.35
ADD: Outstanding Transfers to Bank	0.00
Sub-Total	3,550,694.46
LESS: Outstanding Cheques	10,935.29
LESS: EFT Return Tax Pynd 06/18 CR 07/23 & Bk Error 06/30 Cr 07/02 \$1609.77	2,526.94
Balance at End of Month	3,537,232.23

INVESTMENTS	
31 Day Municipal Notice Demand Account	103,839.13
90 Day Municipal Notice Demand Account	748,995.44
T-Bill 0.5% - OPEN (CB-25)-RESTRICTED for NOBLEFERN	2,828.18
TOTAL INVESTMENTS	855,662.75

RESTRICTED SURPLUS ACCOUNTS	
Account Name	Amount
GAS RESTRICTED SURPLUS	720,894.57
OFF-SITE LEVY RESTRICTED SURPLUS	313,354.01
GENERAL RESTRICTED SURPLUS	411,609.10
ARENA RESTRICTED SURPLUS	185,084.77
PARKS RESTRICTED SURPLUS	56,288.13
WATER/WASTEWATER RESTRICTED SURPLUS	712,505.01
RECREATION & CULTURE RESTRICTED SURPLUS	15,820.24
BYLAW RESTRICTED SURPLUS	22,372.18
OUTDOOR RECREATION RESTRICTED SURPLUS	30,472.03
ROADS RESTRICTED SURPLUS	525,080.77
FIRE DONATIONS RESTRICTED SURPLUS	23,618.72
COMMUNITY SERVICES RESTRICTED SURPLUS	10,582.31
GREENWOOD CAMPGROUND RESTRICTED SURPLUS	73,228.02
SUNDRE COMMUNITY CENTER RESTRICTED SURPLUS	65,746.76
TRAILS RESTRICTED SURPLUS	74,181.45
MOUNTAIN VIEW SENIORS' HOUSING RESTRICTED SURPLUS	21,764.50
ECONOMIC DEVELOPMENT RESTRICTED SURPLUS	100,423.79
SOLID WASTE RESTRICTED SURPLUS	244,277.22
JOINT PARK EQUIPMENT RESTRICTED SURPLUS	7,626.01
SUNDRE GOLF SOCIETY FUNDS	55,245.29
PLANNING & DEVELOPMENT	355,266.43
FIRE OPERATING RESTRICTED SURPLUS	57,054.44
FIRE (TOWN) RESTRICTED SURPLUS	535,860.33
FIRE (MVC) RESTRICTED SURPLUS	574.56
INFRASTRUCTURE RESTRICTED SURPLUS	257,524.87
FLEET RESTRICTED SURPLUS	350,251.61
MUNICIPAL RESTRICTED SURPLUS CASH-IN-LIEU RESTRICTED SURPLUS	63,815.17
TOTAL TOWN RESTRICTED SURPLUS	5,290,522.29
RIVER BANK STABILIZATION RESTRICTED SURPLUS	26,655.79
MSI CAPITAL RESTRICTED SURPLUS	650,885.37
FEDERAL GAS TAX FUND (FGTF) RESTRICTED SURPLUS	277,953.43
FRIAA FIRESMART RESTRICTED SURPLUS	36.47
MSI OPERATING RESTRICTED SURPLUS	35,803.26
TOTAL GRANT RESTRICTED SURPLUS	991,334.32
TOTAL RESTRICTED SURPLUS	6,281,856.61

TOTAL INVESTMENTS & RESTRICTED SURPLUS 7,137,519.36

TOWN OF SUNDRE
2020 Restricted Surplus Continuity Schedule
As at June 30, 2020

<u>RSA Designation</u>	<u>Restricted Surplus Account Name</u>	<u>Opening Balance</u>	<u>Interest</u>	<u>Increase</u>	<u>Decrease</u>	<u>Intra-Fund Transfer</u>	<u>Ending Balance</u>
A.1	General Corporate Stabilization	577,359.61	2,207.49	-	-	-	579,567.10
A.2	Corporate Services Stabilization	-	-	-	-	-	-
A.3	Protective Services Stabilization	-	-	-	-	-	-
A.4	Municipal Operations Stabilization	-	-	-	-	-	-
A.5	Utilities Stabilization	-	-	-	-	-	-
A.6	Development Stabilization	-	-	-	-	-	-
A.7	Community Services Stabilization	-	-	-	-	-	-
B.1	Municipal "New" Projects	29,185.00	-	-	-	-	29,185.00
B.2	Utility "New" Projects	-	-	-	-	-	-
C.1	Municipal Infrastructure Lifecycling	2,120,872.71	11,423.00	-	-	-	2,132,295.71
C.2	Utility Infrastructure Lifecycling	2,411,824.33	8,997.47	-	-	-	2,420,821.80
D.1	Municipal Cash-in-Lieu	63,472.93	342.24	-	-	-	63,815.17
D.2	Shared Fire - Capital	629,636.84	2,876.92	-	-	-	632,513.76
D.3	Shared Fire - Operating	102,413.20	432.66	-	-	-	102,845.86
D.4	Sundre Golf Society	54,949.01	296.28	-	-	-	55,245.29
D.5	Transportation Off-Site Levy	-	-	-	-	-	-
D.6	Water Off-Site Levy	311,673.47	1,680.54	-	-	-	313,354.01
D.7	Wastewater Off-Site Levy	-	-	-	-	-	-
D.8	Storm Drainage Off-Site Levy	-	-	-	-	-	-
Totals		6,301,387.10	28,256.60	-	-	-	6,329,643.70

* May differ slightly from Notes to Financial Statements due to rounding

Town of Sundre Capital Project Listing						8.1h
As at June 30, 2020						
Approval Date	Motion #	Project Description	Source of Funding	Estimated Project Cost	Total Spent to Date	Comments (as at October 8/20)
2011		Red Deer River Bank Stabilization	Provincial Municipal Affairs Grant	2,400,000.00	2,287,053.15	
		Fish Habitat Compensation Requirement	Provincial Municipal Affairs Grant		135,700.24	In-stream work completed. Applied for an extension to Sep 2021 and extension was granted. 1st post construction complete. Additional inspections required at year 3. Funding for over-budget to date from interest earned.
				2,400,000.00	2,422,753.39	
Nov 21/16	366/16	Way-Finding Signage	Municipal New Projects RSA	35,000.00	34,597.18	Completed Aug 2020
Nov 21/16	366/16	Upgrade Centre Street	Municipal Lifecycling RSA	95,000.00	95,000.00	Roadwork complete; turned over to CS for landscaping; anticipated to complete Spring 2021. Delayed due to Covid constraints. Anticipated to be on Budget.
			Municipal Lifecycling RSA	150,000.00	150,000.00	
			Off-Site Levies RSA	240,000.00	89,521.80	
			MSI Capital	715,000.00	715,000.00	
			Debenture	1,000,000.00	1,000,000.00	
			Total	2,200,000.00	2,049,521.80	
Feb 12/18	65/18	Enhanced Trail Connections	Federal Gas Tax Fund	70,000.00	4,369.00	Signage for Snake Hill and Trail parking signage will be complete October 2020. Additional planning to occur in early 2021 is required to implement GIS identification. Anticipated to be on budget.
Feb 12/18	65/18	Facility Roofing Upgrades	Municipal Lifecycling RSA	230,000.00	163,785.00	S.C.C roofs completed September 2020. Shop, Fire station & Town Office complete 2019 with minor deficiencies completed Sept 2020. Anticipated to be on Budget. Final costs to be calculated
Feb 12/18	65/18	Main Avenue West	Debentures	1,688,700.00	1,483,000.00	
			Municipal Lifecycling RSA	420,014.00	421,385.91	Roadwork complete in 2019. Landscaping completed August 2020 with the exception of eastside access path from walkway to patio. Estimated completion Spring 2021
			MSI Capital	650,000.00	650,000.00	
			Total	2,758,714.00	2,554,385.91	
19-Mar-2019	124-18-03-19	Fire Dept - replace unit 581 ATV Utility Cart	Fire Capital RSAs	20,000.00		Purchase on hold
19-Mar-2019	124-18-03-19	Old Town Shop Remediation	Municipal Lifecycling RSA	105,000.00	18,247.23	Study conducted in 2020. Remediation has been deffered to 2021 pending new technolgy anticipate next year. Anticipated to be on budget.

19-Mar-2019	124-18-03-19	Sewer Lagoon - critical equipment upgrade	Utilities Lifecycling RSA	1,110,000.00	953,904.61	Budget Increased by \$190,000 per motions 279-24-06-19. Complete-Oct 6, 2020; anticipated to be on budget with final costs pending.
19-Mar-2019	124-18-03-19	Main Avenue (phase 2)	Municipal Lifecycling RSA	400,065.00	214,337.99	Road work complete - final lift & paving, boardwalk & path complete July 2020. Turnover to CS for landscaping with estimated completion Spring 2021. On budget.
			MSI Capital	280,000.00	280,000.00	
			MSI Capital	151,456.00	151,456.00	added boardwalk and OGS per motion 175-15-04-19
			Debentures	1,307,200.00	1,307,200.00	
				2,138,721.00	1,952,993.99	
16-Dec-2019	422-16-12-19	Bearberry Creek Bridge Upgrades	Municipal Lifecycling RSA	50,225.00		On hold due to fiscal constraints; anticipated completion 2021
16-Dec-2019	422-16-12-19	Gas Line Heater	Utilities Lifecycling RSA	80,000.00		Unknown completion date. Equipment at end of life, still functioning. Upgrading depends on development, will be required on short notice.
16-Dec-2019	422-16-12-19	Gas Piping Change Out	Utilities Lifecycling RSA	50,000.00		
16-Dec-2019	422-16-12-19	Enhanced Trail Connections - Royal Purple Park	Federal Gas Tax Fund	56,000.00		Completed July 2020; final cost to be calculated. Anticipated to be on Budget.
16-Dec-2019	422-16-12-19	tractor for Community Services in fleet	Municipal New Projects RSA	68,000.00	66,385.56	Complete Jan 2020
16-Dec-2019	422-16-12-19	Replace Skid Steer Unit No. 1160 with attachments	Municipal Lifecycling RSA	55,000.00	53,106.00	Complete Jan 2020
16-Dec-2019	422-16-12-19	crack-sealing equipment	Municipal Lifecycling RSA	50,000.00		Equipment purchased September 2020, estimated delivery Oct 2020
16-Dec-2019	422-16-12-19	2004 Honda Quad Unit 570	Fire RSA	10,000.00		Purchase on hold
			MVC Fire	10,000.00		
				20,000.00	0.00	
16-Dec-2019	422-16-12-19	tree planting program	Municipal Lifecycling RSA	20,000.00		On hold due to fiscal constraints
16-Dec-2019	422-16-12-19	install Port-a-Potties	Municipal Lifecycling RSA	9,792.00		On hold due to fiscal constraints
16-Dec-2019	422-16-12-19	upgrade Greenwood Campground power services	Municipal Lifecycling RSA	100,000.00		On hold due to fiscal constraints
16-Dec-2019	422-16-12-19	roof repairs - Shop & Comm. Centre	Municipal Lifecycling RSA	18,280.00		Complete Sept 2020. final costs being calculated.
16-Dec-2019	422-16-12-19	refurbish Lagoon Lift Station	Utilities Lifecycling RSA	42,000.00		Complete; commissioned Oct 6, 2020; anticipate on budget, final cost to be calculated.
			MSI Capital	100,000.00		
			Federal Gas Tax Fund	125,000.00		
				267,000.00	0.00	
16-Dec-2019	422-16-12-19	land purchase	Municipal New Projects RSA	60,000.00		Purchased in May 2020; final accounting of costs to be calculated.
				152,000.00		
				212,000.00	0.00	

16-Dec-2019	422-16-12-19	replace Arena ice plant	Municipal Lifecycling RSA	1,000,000.00		In Progress w/estimated completion November 2020; anticipated on budget.
16-Dec-2019	422-16-12-19	Sewer Lagoon Upgrade/Expansion	Utilities Lifecycling RSA	2,100,000.00		
			MSI Capital	800,000.00		Discussion with Alberta Environment and Alberta Transport ongoing.
			Federal Gas Tax Fund	150,000.00		Permit for testing approved. Construction of final design anticipated for late 2021 or 2022
			Debentures	4,000,000.00		
			other funding TBD	5,950,000.00		
				13,000,000.00	0.00	
10-Feb-2020	48-10-02-20	sewer line camera	Utilities Lifecycling RSA	10,715.00	11,315.00	Complete Feb 2020
20-Mar-2020	84-20-03-20	lagoon grinder replacement	Municipal Lifecycling RSA	161,642.00		Complete July 2020, anticipated to be on budget, final cost to be calculated
20-Mar-2020	85-20-03-20	Well 5	Municipal Lifecycling RSA	65,000.00		Complete July 2020, anticipated to be on budget, final cost to be calculated



REQUEST FOR DECISION

COUNCIL DATE: October 13, 2020

SUBJECT: FortisAlberta Franchise Fee for 2021

ORIGINATING DEPARTMENT: Corporate Services

AGENDA ITEM: 8.2

BACKGROUND/PROPOSAL:

See Report to Council for further details

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

See Report to Council for further details

ALIGNMENT WITH STRATEGIC PRIORITIES:

See Report to Council for further details

ADMINISTRATION RECOMMENDATIONS:

Administration recommends Council leave the Fortis Franchise Fee at 10.00% for 2021. Such a decision is estimated to have an additional \$0.43/month (\$5.16/year) impact on the average residential bill and an increase of revenue to the Town in the amount of \$11,692, which are a result of estimated increases to the Fortis rates.

COSTS/SOURCE OF FUNDING:

See Report to Council for further details

MOTION:

The Town of Sundre Council maintains the Fortis Alberta Franchise Fee at 10% effective January 1, 2021.

Date Reviewed: October 08, 2020

CAO: Aminda Neuba



.8.2a

COUNCIL DATE: October 13, 2020

SUBJECT: Fortis Alberta Franchise Fee for 2021

ORIGINATING DEPARTMENT: Corporate Services

AGENDA ITEM: 8.2a

BACKGROUND/PROPOSAL:

Every year FortisAlberta requests every municipality that has a Franchise Agreement to respond in writing with their decision to either increase, decrease or keep their franchise fee the same. For a change in the franchise fee to be implemented for January 1, 2020 FortisAlberta must be notified of the fee change by November 1, 2019. The Town must advertise the fee change for two consecutive weeks. **Therefore, Council must approve any change in the franchise fee at the October 13, 2020 Council meeting.**

The current rate for the Town of Sundre is 10.0%. Council, in approving the rate for 2020, passed the following Motion No. 329-07-10-19:

“MOVED by Councillor Warnock that the Town of Sundre Council sets the FortisAlberta Franchise Fee to 10% effective January 1, 2020.”

As per Article 5 of the Electric Distribution System Franchise Agreement, the Town of Sundre has the option to adjust the franchise fee percentage annually upon written notice to FortisAlberta. The percentage increase must not go over the agreement’s current cap which is 20%, as was determined by Council during negotiations of the FortisAlberta franchise agreement in April 2013.

In 2013 budget discussions, during budget parameter setting, Council chose to have the franchise fee directly offset taxes rather than being used for specific projects and set the fee at 5%. The franchise fee remained the same until the September 28, 2015 Council meeting when Council increased the rate to 7% for the 2016 fiscal year. The franchise fee, was further adjusted to 8% for the 2017 fiscal year and to 9% for the 2018 and 2019 fiscal years.

For comparison purposes, the 2020 franchise fee for each of the five municipalities within Mountain View County are as follows:

Carstairs – 10.0% effective Jan 01/15
Didsbury - 17.00% effective Jan 01/16

Cremona – 10.0% effective Jan 01/16
Olds – 15.00% effective Jan 01/19

Crossfield – 0.00% effective Jan 01/15
Sundre – 10.0% effective Jan 01/20

Caroline – 10.00% effective Jan 01/19

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Council has the opportunity to increase, decrease or leave the fee the same as long as it does not exceed the 20% cap established in the franchise agreement with FortisAlberta.

Currently, the Town is averaging approximately \$17,250 per month or \$207,000 for the year. Utilizing the Franchise Fee Calculator provided by FortisAlberta the amount of revenues raised for 2021, if the Franchise Fee were left unchanged, will be approximately \$218,808. One philosophical purpose of implementing a franchise fee would be to achieve a return on investment from third-party utilities for the use of municipal assets and agreements, such as land and right of ways. An additional philosophy is the diversification of municipal revenue streams, which would thereby help reduce the required property tax burden and allow for revenue to be generated from entities that would be exempt from municipal property taxes.

To assist Council in determining the impact of the franchise fee on the average residential bill the following estimates were developed utilizing the FortisAlberta Franchise Fee Calculator. Currently, the 10% 2020 Franchise Fee impacts the average bill by \$6.47/month or \$77.59/year

<u>Estimated Fee</u>	<u>Estimated Town Revenue</u>	<u>Additional Average Bill Impact</u>
9.5%	\$207,867	\$0.09/month or \$1.08/year
10%	\$218,808	\$0.43/month or \$5.16/year
10.5%	\$229,748	\$0.78/month or \$9.36/year
11%	\$240,688	\$1.12/month or \$13.44/year
11.5%	\$251,629	\$1.47/month or \$17.64/year

ALIGNMENT WITH STRATEGIC PRIORITIES:

This supports Council's strategic priorities of financial stability and community well-being

ADMINISTRATIVE RECOMMENDATION:

Administration recommends Council leave the Fortis Franchise Fee at 10.00% for 2021. Such a decision is estimated to have an additional \$0.43/month (\$5.16/year) impact on the average residential bill and an increase of revenue to the Town in the amount of \$11,692, as a result of estimated increases to the Fortis rates.

COSTS/SOURCE OF FUNDING:

There is no cost as the Franchise Fee generates revenues for the Town.

ALTERNATIVE ACTIONS:

Council can also choose to increase or decrease the FortisAlberta Franchise Fee or 2020.

ATTACHMENTS:

10.00% Franchise Fee Calculation

10.00% Residential Bill Impact

11.00% Franchise Fee Calculation

11.00% Residential Bill Impact

2019 Franchise Fees for All Municipalities

2020 Current Franchise Fee		10.00%
Franchise Fee Cap		20%
2020 Estimated Revenue \$		207,116
2021 Estimated Franchise Fee Revenue if your Franchise Fee remains the same \$		218,808
Franchise Fee Calculator Changes:		
Yellow area is to calculate different franchise fee.		
2021 Proposed Franchise Percentage		10.00%
2021 Estimated Franchise Fee Revenue if your Percentage is changed \$		218,808
Difference in Franchise Fees Collected from 2020 to 2021 with Proposed D&T Rate Changes.		
		\$ 11,692

8.2b

Franchise Fee Estimating Tool is For Information Purposes Only

This tool is designed for the municipalities to estimate the monthly charges based on a sample fee.

Consumption 640 kWh
Billing Period 30 Days

Existing (Current) Typical Residential Customer Monthly Costs				
<u>Rate 11 (Effective Jan.1, 2020) Distribution Tariff Estimated Rate Filing) Based on Current 10% Franchise Fee</u>				
Delivery Service Charge				
All kWh Delivered	\$0.062758	640 kWh		\$40.17
Basic Daily Charge	\$0.8167	30 Days		\$24.50
				<u>\$64.67</u>
Current Franchise Fee		10.00%		\$6.47
	GST	5.0%		<u>\$3.56</u>
				<u>\$74.69</u>
Current Annual Franchise Fee Costs: \$6.47 * 12 = \$77.59				
Proposed Residential Customer Monthly Costs				
<u>Rate 11 (Proposed January 2021 Estimated Distribution Tariff) Based on NEW 10% Franchise Fee</u>				
Delivery Service Charge				
All kWh Delivered*	\$ 0.067565	640 kWh		\$43.24
Basic Daily Charge*	\$ 0.85967	30 Days		\$25.79
				<u>\$69.03</u>
Estimated Proposed Franchise Fee		10.00%		\$6.90
	GST	5.0%		<u>\$3.80</u>
				<u>\$79.73</u>
Proposed Annual Franchise Fee Cost: \$6.9 * 12 = \$82.83				
* Includes estimated Rate changes.				

MUNICIPAL FRANCHISE FEE RIDERS

Availability Effective for all consumption, estimated or actual, on and after the first of the month following Commission approval, the following franchise fee riders apply to all FortisAlberta distribution tariffs, except riders and rebates, in each municipality.

Price Adjustment A percentage surcharge per the table below will be added to the gross distribution tariff, excluding any riders or charges that relate to deferral account amounts, calculated for each site within each municipality and will be billed to the applicable retailer.

FortisAlberta will pay to each municipality each month, in accordance with the franchise agreements between FortisAlberta and the municipalities, the franchise fee revenue collected from the retailers.

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
03-0002	Acme	3%	2013/07/01	02-0040	Bowden	15%	2017/01/01
01-0003	Airdrie	18%	2020/04/01	03-0041	Boyle	10%	2020/01/01
03-0005	Alex	8.50%	2019/01/01	03-0042	Breton	20%	2015/01/01
03-0004	Alberta Beach	5%	2017/01/01	01-0043	Brooks	12.63%	2015/01/01
03-0007	Amisk	0%	2014/01/01	02-0044	Bruderheim	0%	2013/07/01
02-0011	Athabasca	10%	2020/01/01	02-0047	Calmar	20%	2013/07/01
04-0009	Argentia Beach	0%	2017/01/01	01-0048	Camrose	13%	2020/04/01
03-0010	Arrowwood	12%	2015/07/01	02-0050	Canmore	10%	2016/01/01
02-0387	Banff	6%	2020/01/01	03-0054	Carmangay	5%	2018/01/01
07-0164	Banff Park	4%	2019/10/01	03-0055	Caroline	10%	2019/01/01
03-0363	Barnwell	5%	2013/07/01	02-0056	Carstairs	10%	2015/01/01
03-0013	Barons	5%	2015/04/01	03-0061	Champion	15%	2015/04/01
02-0014	Barrhead	12%	2016/04/01	03-0062	Chauvin	11%	2016/01/01
02-0016	Bashaw	3%	2013/07/01	01-0356	Chestermere	11.50%	2014/01/01
02-0017	Bassano	14.40%	2019/01/01	03-0064	Chipman	0%	2016/01/01
03-0018	Bawlf	6%	2016/01/01	02-0065	Clareholm	4%	2017/01/01
01-0019	Beaumont	17.25%	2020/01/01	03-0066	Clive	10%	2020/01/01
03-0022	Beiseker	3.50%	2019/01/01	03-0068	Clyde	15%	2017/01/01
02-0024	Bentley	10%	2019/01/01	02-0069	Coaldale	11%	2015/01/01
04-0026	Berula Beach	0%	2017/01/01	02-0360	Coalhurst	5%	2015/01/01
03-0029	Bittern Lake	7%	2016/01/01	02-0070	Cochrane	17%	2020/01/01
02-0030	Black Diamond	10%	2017/01/01	03-0076	Coutts	3%	2017/01/01
02-0031	Blackfalds	20%	2013/10/01	03-0077	Cowley	5%	2016/01/01
02-0034	Bon Accord	20%	2013/07/01	03-0078	Cremona	10%	2016/01/01
02-0039	Bow Island	8.50%	2018/01/01	02-0079	Crossfield	0%	2015/01/01

FortisAlberta's Customer and Retailer Terms and Conditions of Distribution Tariff Services provide for other charges, including an arrears charge of 1.5% per month.

MUNICIPAL FRANCHISE FEE RIDERS

Effective: the first of the month following Commission approval for consumption from the first of the month following Commission approval

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
09-0361	Crowsnest Pass	16%	2016/01/01	01-0194	Lacombe	12.75%	2019/01/01
04-0080	Crystal Springs	0%	2016/01/01	04-0196	Lakeview	2%	2016/01/01
03-0081	Czar	5%	2013/10/01	02-0197	Lamont	7.50%	2020/01/01
02-0082	Daysland	7%	2018/01/01	04-0378	Larkspur	3%	2020/04/01
02-0086	Devon	13%	2018/01/01	01-0200	Leduc	16%	2014/01/01
02-0088	Didsbury	17%	2016/01/01	02-0202	Legal	10%	2018/01/01
02-0091	Drayton Valley	10%	2016/01/01	03-0207	Lomond	15%	2017/01/01
03-0093	Duchess	15%	2018/01/01	03-0208	Longview	17%	2017/01/01
02-0095	Eckville	10%	2015/01/01	03-0209	Lougheed	5%	2016/01/01
03-0096	Edberg	10%	2018/01/01	02-0211	Magrath	8%	2017/01/01
03-0097	Edgerton	16%	2015/01/01	04-0210	Ma-Me-O Beach	0%	2016/01/01
02-0100	Edson	4.75%	2020/01/01	02-0215	Mayerthorpe	10%	2020/01/01
03-0109	Ferintosh	11%	2016/01/01	04-0359	Mewatha Beach	2%	2016/10/01
03-0112	Foremost	7%	2016/01/01	02-0218	Milk River	12%	2017/01/01
02-0115	Fort Macleod	15%	2018/10/01	02-0219	Millet	16%	2019/01/01
01-0117	Fort Saskatchewan	0%	2013/10/01	03-0220	Milo	20%	2017/01/01
02-0124	Gibbons	10%	2013/01/01	02-0224	Morinville	20%	2013/07/01
03-0128	Glenwood	0%	2016/02/11	04-0230	Nakamun Park	0%	2013/10/01
04-0129	Golden Days	0%	2017/01/01	02-0232	Nanton	9%	2019/01/01
02-0135	Granum	5.50%	2013/07/01	02-0236	Nobleford	0%	2013/10/01
04-0134	Grandview	0%	2016/01/01	03-0233	New Norway	6%	2009/01/01
04-0138	Gull Lake	0%	2016/01/01	04-0237	Norglenwold	5%	2015/01/01
02-0143	Hardisty	7.50%	2019/01/01	04-0385	Norris Beach	0%	2016/01/01
03-0144	Hay Lakes	7%	2017/11/01	02-0238	Okotoks	18%	2019/01/01
02-0148	High River	20%	2015/07/01	02-0239	Olds	15%	2019/01/01
03-0149	Hill Spring	5%	2015/09/01	02-0240	Onoway	7.50%	2013/01/01
02-0151	Hinton	12.70%	2019/01/01	04-0374	Parkland Beach	0%	2015/01/01
03-0152	Holden	4%	2016/01/01	02-0248	Penhold	19%	2014/01/01
03-0153	Hughenden	5%	2016/01/01	02-0249	Picture Butte	10%	2016/01/01
03-0154	Hussar	12.50%	2017/01/01	02-0250	Pincher Creek	13%	2017/01/01
02-0180	Innisfail	13%	2020/01/01	04-0253	Point Alison	0%	2017/01/23
03-0182	Irma	20%	2015/01/01	04-0256	Poplar Bay	0%	2016/01/01
02-0183	Irricana	0%	2013/10/01	02-0257	Provost	20%	2015/01/01
04-0185	Island Lake	0%	2016/01/01	02-0261	Raymond	12%	2016/01/01
04-0186	Itaska Beach	0%	2017/10/01	02-0265	Redwater	5%	2020/01/01
04-0379	Jarvis Bay	0%	2015/10/08	02-0266	Rimbey	16%	2019/01/01
04-0187	Kapasiwin	0%	2018/04/01	02-0268	Rocky Mtn House	12%	2017/01/01
02-0188	Killam	8%	2017/01/01	03-0270	Rockyford	5%	2015/04/01

MUNICIPAL FRANCHISE FEE RIDERS

Effective: the first of the month following Commission approval for consumption from the first of the month following Commission approval

Muni Code	Municipality	Rider	Effective
03-0272	Rosemary	14.50%	2020/01/01
04-0273	Ross Haven	0%	2016/01/01
03-0276	Ryley	3%	2016/01/01
04-0279	Seba Beach	4%	2014/01/01
02-0280	Sedgewick	9%	2020/01/01
04-0283	Silver Sands	3%	2018/01/01
04-0369	South Baptiste	0%	2005/05/01
04-0288	South View	3%	2019/01/01
01-0291	Spruce Grove	20%	2016/01/01
01-0292	St. Albert	7.50%	2020/01/01
03-0295	Standard	0%	2015/01/01
02-0297	Stavely	5%	2017/01/01
03-0300	Stirling	12%	2019/01/01
02-0301	Stony Plain	20%	2015/01/01
09-0302	Strathcona County	0%	TBD
02-0303	Strathmore	20%	2020/07/01
03-0304	Strome	8%	2016/01/01
02-0307	Sundre	10%	2020/01/01
04-0386	Sunrise Beach	0%	2018/01/01
04-0308	Sunset Point	10%	2017/01/01
02-0310	Sylvan Lake	15%	2019/01/01
02-0311	Taber	18%	2020/07/01
02-0315	Thorsby	20%	2015/01/01
02-0318	Tofield	5%	2015/01/01
02-0321	Turner Valley	10%	2017/01/01
04-0324	Val Quentin	0%	2016/01/01
02-0326	Vauxhall	6%	2020/01/01
02-0331	Viking	8%	2013/07/01
02-0333	Vulcan	20%	2013/10/01
03-0364	Wabamun	10%	2017/01/01
02-0335	Wainwright	11%	2020/04/01
07-0159	Waterton Park	8%	2018/10/01
03-0338	Warburg	10%	2015/01/01
03-0339	Warner	0%	2017/01/01
04-0344	West Cove	0%	2018/01/01
02-0345	Westlock	12.75%	2020/01/01
01-0347	Wetaskiwin	13.80%	2020/01/01
04-0371	Whispering Hills	5%	2016/10/01

Muni Code	Municipality	Rider	Effective
02-0350	Whitecourt	2.60%	2020/01/01
04-0354	Yellowstone	3%	2016/01/01

MUNICIPAL FRANCHISE FEE RIDERS

Availability Effective for all consumption, estimated or actual, on and after the first of the month following Commission approval, the following franchise fee riders apply to all FortisAlberta distribution tariffs, except riders and rebates, in each municipality.

Price Adjustment A percentage surcharge per the table below will be added to the gross distribution tariff, excluding any riders or charges that relate to deferral account amounts, calculated for each site within each municipality and will be billed to the applicable retailer.

FortisAlberta will pay to each municipality each month, in accordance with the franchise agreements between FortisAlberta and the municipalities, the franchise fee revenue collected from the retailers.

M uni Code	M unicipality	Rider	E ffective	M uni Code	M unicipality	Rider	E ffective
03-0002	A cme	3%	2013/07/01	02-0040	B owden	15%	2017/01/01
01-0003	A irdrie	18%	2020/04/01	03-0041	B oyle	10%	2020/01/01
03-0005	A lix	8.50%	2019/01/01	03-0042	B reton	20%	2015/01/01
03-0004	A lberta Beach	5%	2017/01/01	01-0043	B rooks	12.63%	2015/01/01
03-0007	A misk	0%	2014/01/01	02-0044	B ruderheim	0%	2013/07/01
02-0011	A thabasca	10%	2020/01/01	02-0047	C almar	20%	2013/07/01
04-0009	A rgentia Beach	0%	2017/01/01	01-0048	C amrose	13%	2020/04/01
03-0010	A rrowwood	12%	2015/07/01	02-0050	C anmore	10%	2016/01/01
02-0387	B anff	6%	2020/01/01	03-0054	C armangay	5%	2018/01/01
07-0164	B anff Park	4%	2019/10/01	03-0055	C aroline	10%	2019/01/01
03-0363	B arnwell	5%	2013/07/01	02-0056	C arstairs	10%	2015/01/01
03-0013	B arons	5%	2015/04/01	03-0061	C hampion	15%	2015/04/01
02-0014	B arrhead	12%	2016/04/01	03-0062	C hauvin	11%	2016/01/01
02-0016	B ashaw	3%	2013/07/01	01-0356	C hestermere	11.50%	2014/01/01
02-0017	B assano	14.40%	2019/01/01	03-0064	C hipman	0%	2016/01/01
03-0018	B awlf	6%	2016/01/01	02-0065	C lareholm	4%	2017/01/01
01-0019	B eaumont	17.25%	2020/01/01	03-0066	C live	10%	2020/01/01
03-0022	B eiseker	3.50%	2019/01/01	03-0068	C lyde	15%	2017/01/01
02-0024	B entley	10%	2019/01/01	02-0069	C oaldale	11%	2015/01/01
04-0026	B etula Beach	0%	2017/01/01	02-0360	C oalhurst	5%	2015/01/01
03-0029	B ittern Lake	7%	2016/01/01	02-0070	C ochrane	17%	2020/01/01
02-0030	B lack Diamond	10%	2017/01/01	03-0076	C outts	3%	2017/01/01
02-0031	B lackfalds	20%	2013/10/01	03-0077	C owley	5%	2016/01/01
02-0034	B on Accord	20%	2013/07/01	03-0078	C remona	10%	2016/01/01
02-0039	B ow Island	8.50%	2018/01/01	02-0079	C rossfield	0%	2015/01/01

FortisAlberta's Customer and Retailer Terms and Conditions of Distribution Tariff Services provide for other charges, including an arrears charge of 1.5% per month.

MUNICIPAL FRANCHISE FEE RIDERS

Effective: the first of the month following Commission approval for consumption from the first of the month following Commission approval

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
09-0361	Crowsnest Pass	16%	2016/01/01	01-0194	Lacombe	12.75%	2019/01/01
04-0080	Crystal Springs	0%	2016/01/01	04-0196	Lakeview	2%	2016/01/01
03-0081	Czar	5%	2013/10/01	02-0197	Lamont	7.50%	2020/01/01
02-0082	Daysland	7%	2018/01/01	04-0378	Larkspur	3%	2020/04/01
02-0086	Devon	13%	2018/01/01	01-0200	Leduc	16%	2014/01/01
02-0088	Didsbury	17%	2016/01/01	02-0202	Legal	10%	2018/01/01
02-0091	Drayton Valley	10%	2016/01/01	03-0207	Lomond	15%	2017/01/01
03-0093	Duchess	15%	2018/01/01	03-0208	Longview	17%	2017/01/01
02-0095	Eckville	10%	2015/01/01	03-0209	Lougheed	5%	2016/01/01
03-0096	Edberg	10%	2018/01/01	02-0211	Magrath	8%	2017/01/01
03-0097	Edgerton	16%	2015/01/01	04-0210	Ma-Me-O Beach	0%	2016/01/01
02-0100	Edson	4.75%	2020/01/01	02-0215	Mayerthorpe	10%	2020/01/01
03-0109	Ferintosh	11%	2016/01/01	04-0359	Mewatha Beach	2%	2016/10/01
03-0112	Foremost	7%	2016/01/01	02-0218	Milk River	12%	2017/01/01
02-0115	Fort Macleod	15%	2018/10/01	02-0219	Millet	16%	2019/01/01
01-0117	Fort Saskatchewan	0%	2013/10/01	03-0220	Milo	20%	2017/01/01
02-0124	Gibbons	10%	2013/01/01	02-0224	Morinville	20%	2013/07/01
03-0128	Glenwood	0%	2016/02/11	04-0230	Nakamun Park	0%	2013/10/01
04-0129	Golden Days	0%	2017/01/01	02-0232	Nanton	9%	2019/01/01
02-0135	Granum	5.50%	2013/07/01	02-0236	Nobleford	0%	2013/10/01
04-0134	Grandview	0%	2016/01/01	03-0233	New Norway	6%	2009/01/01
04-0138	Gull Lake	0%	2016/01/01	04-0237	Norglenwold	5%	2015/01/01
02-0143	Hardisty	7.50%	2019/01/01	04-0385	Norris Beach	0%	2016/01/01
03-0144	Hay Lakes	7%	2017/11/01	02-0238	Okotoks	18%	2019/01/01
02-0148	High River	20%	2015/07/01	02-0239	Olds	15%	2019/01/01
03-0149	Hill Spring	5%	2015/09/01	02-0240	Onoway	7.50%	2013/01/01
02-0151	Hinton	12.70%	2019/01/01	04-0374	Parkland Beach	0%	2015/01/01
03-0152	Holden	4%	2016/01/01	02-0248	Penhold	19%	2014/01/01
03-0153	Hughenden	5%	2016/01/01	02-0249	Picture Butte	10%	2016/01/01
03-0154	Hussar	12.50%	2017/01/01	02-0250	Pincher Creek	13%	2017/01/01
02-0180	Innisfail	13%	2020/01/01	04-0253	Point Alison	0%	2017/01/23
03-0182	Irma	20%	2015/01/01	04-0256	Poplar Bay	0%	2016/01/01
02-0183	Irricana	0%	2013/10/01	02-0257	Provost	20%	2015/01/01
04-0185	Island Lake	0%	2016/01/01	02-0261	Raymond	12%	2016/01/01
04-0186	Itaska Beach	0%	2017/10/01	02-0265	Redwater	5%	2020/01/01
04-0379	Jarvis Bay	0%	2015/10/08	02-0266	Rimbey	16%	2019/01/01
04-0187	Kapasiwin	0%	2018/04/01	02-0268	Rocky Mtn House	12%	2017/01/01
02-0188	Killam	8%	2017/01/01	03-0270	Rockyford	5%	2015/04/01

FortisAlberta's Customer and Retailer Terms and Conditions of Electric Distribution Service provide for other charges, including an arrears charge of 1.5% per month.

MUNICIPAL FRANCHISE FEE RIDERS

Effective: the first of the month following Commission approval for consumption from the first of the month following Commission approval

Muni Code	Municipality	Rider	Effective
03-0272	Rosemary	14.50%	2020/01/01
04-0273	Ross Haven	0%	2016/01/01
03-0276	Ryley	3%	2016/01/01
04-0279	Seba Beach	4%	2014/01/01
02-0280	Sedgewick	9%	2020/01/01
04-0283	Silver Sands	3%	2018/01/01
04-0369	South Baptiste	0%	2005/05/01
04-0288	South View	3%	2019/01/01
01-0291	Spruce Grove	20%	2016/01/01
01-0292	St. Albert	7.50%	2020/01/01
03-0295	Standard	0%	2015/01/01
02-0297	Stavely	5%	2017/01/01
03-0300	Stirling	12%	2019/01/01
02-0301	Stony Plain	20%	2015/01/01
09-0302	Strathcona County	0%	TBD
02-0303	Strathmore	20%	2020/07/01
03-0304	Strome	8%	2016/01/01
02-0307	Sundre	10%	2020/01/01
04-0386	Sunrise Beach	0%	2018/01/01
04-0308	Sunset Point	10%	2017/01/01
02-0310	Sylvan Lake	15%	2019/01/01
02-0311	Taber	18%	2020/07/01
02-0315	Thorsby	20%	2015/01/01
02-0318	Tofield	5%	2015/01/01
02-0321	Turner Valley	10%	2017/01/01
04-0324	Val Quentin	0%	2016/01/01
02-0326	Vauxhall	6%	2020/01/01
02-0331	Viking	8%	2013/07/01
02-0333	Vulcan	20%	2013/10/01
03-0364	Wabamun	10%	2017/01/01
02-0335	Wainwright	11%	2020/04/01
07-0159	Waterton Park	8%	2018/10/01
03-0338	Warburg	10%	2015/01/01
03-0339	Warner	0%	2017/01/01
04-0344	West Cove	0%	2018/01/01
02-0345	Westlock	12.75%	2020/01/01
01-0347	Wetaskiwin	13.80%	2020/01/01
04-0371	Whispering Hills	5%	2016/10/01

Muni Code	Municipality	Rider	Effective
02-0350	Whitecourt	2.60%	2020/01/01
04-0354	Yellowstone	3%	2016/01/01

FortisAlberta's Customer and Retailer Terms and Conditions of Electric Distribution Service provide for other charges, including an arrears charge of 1.5% per month.



REQUEST FOR DECISION

COUNCIL DATE	October 13, 2010
SUBJECT	Proclamation of Development Officer's Week
ORIGINATING DEPARTMENT	Planning and Development
AGENDA ITEM	8.3

BACKGROUND/PROPOSAL:

A Development Officer is a current planning and development specialist with knowledge in current legislation, policy and bylaws, systems and technical requirements for physical development within communities in the Province of Alberta. A Development Officer enforces and administers land use regulations and policies on behalf of a municipality and is designated to the position of Development Authority by the municipality as defined by the *Municipal Government Act*, RSA 2000, Chapter M-26.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The ADOA holds a yearly conference where municipalities that endorse the proclamation are recognized. This year, due to the Covid Pandemic the yearly conference was cancelled. The Alberta Development Officers Association (ADOA) is requesting municipalities recognize the contribution that Development Officers provide and to publicly recognize the work of our municipal colleagues in planning and development for the improvement of their communities.

ADMINISTRATION RECOMMENDATIONS:

That the Council of the Town of Sundre endorse and proclaim October 26 - 30, 2020 as Alberta Development Officers week in Sundre.

COSTS/SOURCE OF FUNDING:

n/a

MOTION:

That the Council of the Town of Sundre proclaim the week of October 26 – 30, 2020 as Alberta Development Officers Week in the Town of Sundre.

ATTACHMENTS:

Alberta Development Officers Association Proclamation

Date Reviewed: October 08, 2020

CAO:

Linda Nebel

PROCLAMATION
ALBERTA DEVELOPMENT OFFICERS WEEK
OCTOBER 26th TO OCTOBER 30th, 2020

WHEREAS *A Development Officer is a current planning and development specialist with knowledge in current legislation, policy and bylaws, systems and technical requirements for physical development within communities in the Province of Alberta. A Development Officer enforces and administers land use regulations and policies on behalf of a municipality and is designated to the position of Development Authority by the municipality as defined by the Municipal Government Act, RSA 2000, Chapter M-26.*

WHEREAS *the Alberta Development Officers Association, representing professional Development Officers in Alberta, endorses Alberta Development Officers Week to recognize sound development and planning practices and the contribution made by Development Officers to the quality of development within our communities and environment; and*

WHEREAS *Alberta Development Officers Week helps us to publicly recognize the work of our municipal colleagues in planning and development for the improvement of the Town of Sundre; and*

WHEREAS *we recognize Development Officers and their commitment to public service; and*

NOW, THEREFORE, *I, Mayor Terry Leslie on behalf of the Town of Sundre Council and Citizens, do hereby proclaim the week of October 26th to October 30th, 2020, to be designated as Alberta Development Officers Week in the Town of Sundre*

Proclaimed this 13th day of October 2020

Mayor Terry Leslie



REQUEST FOR DECISION

COUNCIL DATE	October 13, 2020
SUBJECT	Council Committee Reports
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	11.1

BACKGROUND/PROPOSAL:

Mayor Terry Leslie has provided a report for Council's review and information for September 2020.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Please see attached report.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 1. Sustainable Governance

Goal 1.1 Improve communication and transparency with our stakeholders.

ADMINISTRATION RECOMMENDATIONS:

That Council accept Mayor Leslie's Report as presented.

MOTION:

That the Town of Sundre Council accept Mayor Terry Leslie's report for September 2020 as information.

Date Reviewed: October 08, 2020

CAO: Linda Nelson

Mayor's Report to Council – October 5, 2020

Wednesday September 9, 2020 – 10:00 – 12:00 – Greenwood Park – I was interviewed by the newly appointed Executive Director of the Red Deer River Watershed Alliance, Josee Methot, as part of the “Stories of the Watershed” Project. I have enclosed the project purpose and goals, list of interviewees, key messages, and some of the questions covered during the interview. Please feel free to ask questions about the interview.

Thursday September 17, 2020 - Red Deer River Municipal Users Group Executive Meeting (10:30 – 12:00) and Regular Meeting (1:00 – 3:30) – Drumheller Recreation Centre – This was the first “in-person” meeting held since the COVID lockdown. Members could attend in person and attend through ZOOM. The Red Deer River Municipal Users Group completed “Integrating Source Water Protection and Watershed Conservation into Municipal Planning: Report and Statutory Plan Guide”, last year. I have included a summary page for Council members. A full copy of the report is available on the RDRMUG website:rdrmug.ca. In November 2017, RDRMUG completed “A Toolkit For Protecting Source Water Quality In The Red Deer River Watershed”. This is also available on the website.

The Red Deer River Municipal Users Group (RDRMUG), is an association of rural and urban municipalities within and near the Red Deer River Basin. The Group has 38 member municipalities representing about 80% of the total population of the basin (over 300,000 residents). The Group provides a mechanism for the members to work together toward achieving common goals to assure water quality, security, conservation, source water protection and best practices in land use planning. The Group is self funded at 25 cents per capita, and meets as a forum for all members, rural and urban, to voice concerns, issues, and share best practices. Guest speakers attend many meetings to bring the members information on many “water” related issues relevant to all members and the residents, businesses and industries in their municipalities. The Group focus is solely on municipal issues, where the Red Deer River Watershed Alliance has a much broader mandate. Both groups work very closely together because their core purposes of environmental stewardship aligns perfectly. Water quality, water security, continuously improving water conservation practices, education, and future land use planning to balance, and promote reducing environmental impacts to the Watershed, is critical for everyone in the Watershed.

The Red Deer River Municipal Users Group will be meeting with Environment and Parks Minister Nixon October 23rd to hear about future plans the Ministry has that may impact municipalities, and offer some thoughts for Ministry consideration.

Friday September 18, 2020 – 2:00 – 3:00 – Meeting with Minister Nixon – Sundre Constituency Office. The purpose of the meeting was to bring updated details of the waste water treatment file to his attention, finalize agenda items for the meeting with Transportation Minister McIvor October 2nd. Highway 27 round-a-bout restoration and overlay details, as well as our waste water treatment project details will be part of that meeting.

Monday September 28, 2020 – 9:00 – 12:00 – Mountain View Regional Waste Management Commission – ZOOM meeting. Attached, please find the summary highlights. **No increase in tipping fees per tonne at the landfill – remaining at \$95 per tonne – and the reduction of 9%, down to \$24.73, in the 2021 municipal fee for service to municipalities.**



STORIES OF THE WATERSHED PROJECT



PROJECT PURPOSE AND GOALS

Overview: The purpose of the RDRWA's Stories of the Watershed project is to combine science, storytelling, and creative communications to educate and inspire people across central Alberta to protect watershed health, and to inform land-use decision-making. Inspired by recent advances in areas of science communications and visual storytelling, the Red Deer River Watershed Alliance and our key partners will:

1. Engage citizens in the five zones of the watershed to capture their real-world stories linked to water, reflecting key water-related issues and opportunities.
2. Develop a suite of focused science-based messages about the Red Deer River watershed.
3. Combine these local stories with supporting science and use creative communications tools (e.g., images, videos, journalism) to reach a broad audience of central Albertans.

These local stories, whether a photo, short video or part of our Humans of the Watershed interview series, are intended to profile the breadth and diversity of the watershed, and give audiences a real sense of place and connection to local waters, lands, and communities. The stories we tell will strive to put a human-face to the issues, highlighting connections to people and the economy. The target audience is municipalities in the basin (including Councillors and senior staff), although the stories will also be used to communicate with other audiences.



Red Deer River Watershed:

The Red Deer River watershed covers an area of over 49,650km² and is home to 300,000 people. Interviews are scheduled for each of the five zones: Upper Headwaters, Lower Headwaters, Central Urbanizing, Central Agricultural, and Dry Grasslands.

List of Interviewees:

Interviewees include Dr. John Pomeroy (Global Water Futures), Mayor Terry Leslie (Town of Sundre), Michael Dawe (Councillor, City of Red Deer), Alan Hampton (Farmer and Agricultural Fieldman, Starland County), and MLA Nate Horner (Drumheller-Stettler), and two more interviewees to be scheduled.

Key Messages:

1. Waters are fundamentally connected - "We need to think upstream, downstream, and below ground."
2. This is a gravel-bed river system - "There is more than meets the eye when looking at the river."
3. Water is limited - "We're not as water rich as we think we are."
4. Water is the foundation for our shared futures - "The basis of our future prosperity, health, recreation, etc."
5. Watershed is our home and vast scale/diversity of the RDRW - Sense of place and pride of home
6. Municipalities matter - "Watershed management can provide benefits to

municipalities. Need to look at planning, infrastructure, natural assets, etc).



Interview Questions

We have prepared a few questions in advance of our interview with you and welcome your thoughts on the following:

1. Tell us a bit about yourself.
2. Tell us a bit about Sundre and the region. Paint a picture of the region/key sectors/landscapes/etc.
3. How has the river shaped the history and development of Sundre?
4. We like to say that “water is the foundation for our future prosperity.” How does water shape the economic development of Sundre? Can you speak to the role that water will play in the future growth of Sundre/prosperity of the region? (Speak to various sectors).
5. Sundre is the first community upstream along the Red Deer River. How does Sundre’s position upstream influence the community? What would you like downstream neighbours to know?
6. What are you hearing from your constituents in terms of issues that are important to them when it comes to land and water?
7. What are some of the greatest challenges, and in turn opportunities, when it comes to dealing with water and land-related issues as Mayor?
8. Have you had to deal with flood or drought? When? What did you do to cope?
9. Did you know that the Red Deer River watershed is considered a “water-constrained basin”? What does that mean to you?
10. What do you feel are the most critical pieces of information/tools for elected

officials when it comes to understanding and prioritizing land and water-related issues at a local or provincial scale? What are some management opportunities for municipalities?

11. Are there any myths or misconceptions about water that central Albertans should be aware of?
12. What are some of the barriers to communicating about water and land issues effectively with different audiences? E.g., elected officials, senior municipal staff, citizens.
13. How can we encourage municipalities and citizens to think more proactively about upstream/downstream connections and the lens through which each view water?
14. Approximately 50% of the water yield in the watershed is generated from the Rockies and Foothills along the Eastern slopes. How does Sundre grapple with land-use considerations as they relate to water supply/quality? What have you learned over the years about the importance of these landscapes for downstream water quality and quantity?
15. What do you love about the Red Deer River watershed?
16. Is there anything else that you would like to share with us or anything you feel it is important for viewers of this film to know about?

RED DEER RIVER MUNICIPAL USERS GROUP - NEW REPORT
INTEGRATING SOURCE WATER PROTECTION AND WATERSHED CONSERVATION
INTO MUNICIPAL PLANNING: REPORT AND STATUTORY PLAN GUIDE

Fundamental principle

Water is the lifeblood of municipalities. It is vital for municipal sustainability, including economic viability, environmental integrity, social well-being and cultural vibrancy.

Report Purpose

To encourage municipalities to integrate source water protection and watershed conservation into the DNA of municipal statutory plans.

Why is this important to municipalities?

- Like land, water is a crucial municipal natural asset.
- Water availability has various strategic economic, social and environmental benefits.
- All human land use activities affect watersheds, and thus source water.
- Land use and development impacts water resources, both quantity and quality.
- A major municipal responsibility is land use planning.
- Cooperative municipal planning approaches within a watershed improves outcomes since source water transcends municipal boundaries.
- Good quality source water saves communities money (e.g. drinking water treatment costs).
- Integrated land use planning promotes community safety and resilience to disasters.

The following are the policy statements of 's two municipal associations' regarding the integration of land and water management: **Alberta**

- Rural Municipalities Association (RMA) notes in its Position Statement on Water that municipalities are responsible for land-use planning and environmental decisions where water bodies or wetlands are factors.
- Alberta Urban Municipalities Association (AUMA) emphasizes one of the most important ways that we can effectively manage our water is to change the way we manage our land. It is vitally important to combine land use management with watershed management to ensure that both our land and water are protected.

Current approaches within municipal statutory plans within the Red Deer River watershed

Water related considerations in municipal statutory plan within the Red Deer River watershed is spotty and inconsistent. Some of the reasons for this likely are: water is taken for granted (turn on the tap and out comes the water); drought conditions are more uncommon than floods; The Province gives only very limited direction to municipalities to address water in statutory plans; there are many other municipal priorities to address; limited municipal financial and staff resources to broaden the scope of a statutory plan to meaningfully address water related matters.

Municipalities can, and should, improve the integration of water related policies into land use plans. It is important that municipalities be leading in watershed conservation, and thus source water protection.

Recommendations to municipalities

1. Recognize their local water is a product of the ecology of the watershed, and thus commit to collaborating with other municipalities to advance watershed conservation to ensure a sustainable water supply of good quality water for all communities.
2. Become leaders in advancing water efficiency, source water protection and integrated planning through collaboration among municipalities.
3. Integrate land use planning, source water protection and watershed conservation within statutory plans, recognizing that goals and policies may be further detailed in environmental management plans, parks plans, public works plans, etc.
4. In adopting municipal development plans, consider using a natural assets framework which is demonstrated in the Addendum to this report (Plan Guide).

Report Availability

The report and statutory plan guide are available on the Red Deer River Municipal Users group website: rdrmug.ca.

Waste Commission Board meeting – September 28th, 2020

- For the period ending August 31st, 2020, tonnage received at the landfill was 17,968 tonnes which is 42% above budget. Commercial tonnage receipts of 12,033 tonnes year-to-date remain strong at 62% above budget, and now exceed the full-year budget forecast of 11,250 tonnes. Cumulative municipal waste and transfer station receipts are 17% and 30% above budget respectively and reflect the increased recycle materials diverted to landfill as processors were temporarily closed due to COVID-19 earlier in the year.
- Total revenue of \$2.39 mm is at 80% of full year 2020 budget of \$2.973 mm compared to 67% expected for this time of year. Strong commercial receipts account for the majority of the operating surplus.
- Total expenses of \$1.85 mm is at 62%, compared to 67% expected, of the 2020 budget of \$2.98 mm. Despite the significantly higher tonnage processed, the costs to run the Commission have stayed essentially flat due to improved operational efficiency.
- Due to the recent strong financial results, the Commission's combined unrestricted and restricted reserve balances are currently \$3.03 million.
- The Board accepted Administration's recommendation to extend the current contract haulers agreement with Airdrie Waste Management to December 31st, 2021. This will align the contract term to the fiscal year-end for the Commission, as well as all member communities.
- In addition, the Board passed a resolution to maintain the current recycling hauling indefinitely as defined in the current Waste Services Agreements. The Commission had previously considering terminating the Commission's role in managing the recycle hauling services due to poor performance of the previous contractor and the negative impact on each community as a result. However with the past issues resolved, the Commission intends to maintain the management of the recycle hauling indefinitely.
- The Board authorized Administration to enroll the Commission in the pilot program for the expanded electrical waste collection program. This program is an expansion on the current TV's, computer equipment program to include over 600 additional electronic items. Further information is available at the Alberta Recycling Management Authority ("ARMA") website www.armacpilot.com.
- The Board approved the 2021 operating and capital budget including the following highlights from the fee structure:
 - **No increase to the Tipping fee of \$95.00 per tonne at the Landfill, and \$225/tonne at the Transfer Stations for MSW.**
 - **Municipal fee for service for 2021 is set at \$24.73, representing a 9% reduction compared to 2020.**
 - The 2021 Operating budget is based on receipt of combined MSW tonnage of 21,888 tonnes, which is consistent with the average receipts over the past two years under the reduced Commercial tipping fee.
 - The 2021 Capital budget will include construction of an expanded Cell 7 at a cost of \$1.45 million. Financing of the 2021 Capital budget is forecast to include use of \$750,000 of current unrestricted and dedicated reserve funds and an estimated debenture of \$750,000 from ACFA. Total approved Capital budget in 2021 is \$1.52 mm which includes additional minor projects aimed at streamlining operations and also assessing long-term environment risks.



REQUEST FOR DECISION

COUNCIL DATE	October 13, 2020
SUBJECT	Council Committee Reports
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	11.2

BACKGROUND/PROPOSAL:

Councillor Richard Warnock has provided a report for Council's review and information for September 2020.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Please see attached report.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 1. Sustainable Governance

Goal 1.1 Improve communication and transparency with our stakeholders.

ADMINISTRATION RECOMMENDATIONS:

That Council accept Councillor Warnock's Report as presented.

MOTION:

That the Town of Sundre Council accept Councillor Richard Warnock's report for September 2020 as information.

Date Reviewed: October 08, 2020

CAO: *Linda Nelson*

Councillor Warnock Report to Council for May June July August 2020

Note – During the Months of May and June there was daily updates and phone calls with MVSH administration to keep all Board Members up to date on all precautionary measures to keep COVID out of all MVSH facilities. This was Successful as there has been no cases to date.

The Board and Committee meetings of the Library, Historical Society, SPRUCE and Mountain View Senior Housing where all held via Teleconference or Zoom and with social distancing in person meetings are being phased in where possible.

September 2020 Update

Sept 03 – CAO Linda Nelson, Councillor Charlene Preston and I met to discuss the admissions of new residents into the Sundre Senior Facility with the requirement of 14 days of isolation.

Sept 08 – SPRUCE Committee meeting with the main agenda item of the Radio and Newspaper articles to bring awareness to Elder Abuse.

Sept 10 – Sundre Hospital Futures meeting with Minister Nixon and Minister Shandro – as Minister Shandro was in Sundre to visit the Sundre Hospital and Sundre Senior Supportive Living facilities. This to everyone's memory was the first time a Health Minister had ever visited Sundre, and it gave the opportunity to discuss the issues facing Sundre and the possibility of a New Hospital in Sundre.

Sept 10 – Mountain View Senior Housing Strategic Planning held with Social Distancing at the County of Mountainview office. – It was requested that all Board Directors and the Alternate Directors attend this meeting because of the important topics that were discussed to move forward and prepare the 2021 Budget.

Sept 14 – Attended the Regular Town of Sundre council meeting.

Sept 15 – Hospital Futures Meeting – This meeting was to discuss the Terms of Reference for the Committees that are being set up to move this forward in our community.

Sept 16 – SPRUCE Committee Meeting – The agenda covered the advertising updates and preliminary set up of a future meeting with organizations that would support Elder Abuse in our communities.

Sept 16 – Library Board Meeting – An update was given by Manager Karen Tubbs on the activity in the Library and the feed back regarding the COVID restrictions and Library's new open hours.

Sept 18 – CAO Linda Nelson meeting to discuss Planning and Development permit requirements in the Town of Sundre.

Sept 18 - - Attended as the Mountain View Senior Housing – Hospital Futures representative at the meeting with Mayor Leslie and CAO Linda Nelson.

Sept 22 – Historical Society Board Meeting – Difficulty getting a quorum to hold the meetings during the daytime – A poll will be sent out to Board Members to work on possibly a better time of day to hold these meetings. Meeting was held on Sept 29,2020

Sept 23 – GNP Meeting – Social Needs Assessment for Seniors. Challenges facing seniors in Sundre and surrounding area are Transportation, wait list for affordable housing, wait list for lodge accommodations and the impact of COVID 19. This part of GNP's Master Services Study that will be completed in spring of 2021.

Sept 23 – AUMA Education Session – "Housing for Health"-- presentation by Dr. Karen Lee from the University of Alberta was very well received and had some great ideas for urban municipalities to consider assist our seniors to combat social isolation and getting active to control Chronic diseases.

Sept 23 – AUMA Education Session – "Municipal Mash Up" – with former Minister's of Municipal Affairs, moderated by Barry Morishita. This session was on how municipal government can work together with provincial government to get workable ideas brought forward and get the job done. The results should be focused on "Building Strong Communities" being focused by Economic Development in all centers.

Sept 23 – AUMA Welcome to Convention Session – A trivia sessions was used and there was great participation.

Sept 24 – AUMA Convention, Business sessions and AGM. --- Chaired by St. Albert Mayor Cathy Heron. great opening virtual ceremonies to AUMA's 113 Convention with the theme "Together We Can". A great journalist and a strong keynote speaker, Peter Mansbridge. The AUMA AGM was held with the President's report, the CEO report, and the Financial Report. As per the requirements that every five years the bylaw's must be reviewed, and a special resolution with the amended bylaw's put forward at the AGM for approval. The afternoon session was spent on the resolutions passed or rejected.

Sept 24 – MVSH Board Meeting – Administration is working on the completion of the 2021 Budget and gave a full report to the Board Members. RFP's for both Audit and Banking where completed and adopted as per the recommendations of the CAO. The 2020 Operations review was presented, and additional discussion was held on the completion of the 2021 to 2025 Strategic Business Plan. The Board policies on Budgets and Requisitions was reviewed and adopted as presented. A Key messages report will be completed and sent to the involved municipalities.

Sept 25 – AUMA Convention, Day 2 – Completion of the 2020 AGM. Opening comments from Opposition Leader Rachael Notley. Followed by two sessions of Minister Dialogue with good questions presented from AUMA members from across Alberta. Next, was a presentation from Premier Kenney with the update of COVID 19 and what is happening in Alberta today. Conference completed with a great presentation from Keynote speaker Hayley Wickenheiser - Olympic Hockey Player – holding the position of Assistant Director of Player Development for the Toronto Maple Leaf's.

Sept 28 – Attended the Regular Town of Sundre council Meeting.

Sept 29 – SPRUCE Committee Meeting – Completion of the correspondence being sent out to the Service Providers to bring forward service levels to move forward the needed information to assist our seniors that are living in an Elder Abuse situation today.



REQUEST FOR DECISION

COUNCIL DATE	October 13, 2020
SUBJECT	Council Committee Reports
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	11.3

BACKGROUND/PROPOSAL:

Councillor Cheri Funke has provided a report for Council's review and information for September 2020.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Please see attached report.

ALIGNMENT WITH STRATEGIC PLAN

Strategic Priority 1. Sustainable Governance

Goal 1.1 Improve communication and transparency with our stakeholders.

ADMINISTRATION RECOMMENDATIONS:

That Council accept Councillor Warnock's Report as presented.

MOTION:

That the Town of Sundre Council accept Councillor Cheri Funke's report for September 2020 as information.

Date Reviewed: October 08, 2020

CAO: Ainda Nelson

September 2020

Councilor Cheri Funke

September 10 – Water Council Ad Hoc Committee – Future of the Water Management – Via Zoom**September 10 – Mountainview Seniors Housing – Strategic Planning Meeting – MVC Office**

I attended this meeting as Alternate with Councilor Warnock.

September 11 – Greenwood Neighborhood Place – Smile Cookie Campaign – IGA Parking Lot

I had the great privilege to sell cookies for the Smile Cookie Campaign this year for GNP, as they were chosen again to receive the proceeds. Annual GNP Charity Check-stop is scheduled for October 2nd.

September 14 – Regular Council Meeting – Via Teleconference**September 16 – Window on Water Webinar – Infrastructure – Via Zoom**

The presenters from Infrastructure Canada explained the programs available to all Municipalities in Canada, there is not a deadline on this funding but there is only a limited amount of funding available every year. A representative from FCM gave information of the Green Municipal Funds Program. There may be some opportunities for Sundre under this grant.

September 18 – Red Deer River Watershed Alliance Board Meeting – Via Zoom

Today we welcomed the new Executive Director of RDRWA, Josee Methot. We received an update on the big projects that we have been working on, specifically looking forward to the Stories of the Watershed project, that has aspects very close to home for us.

September 21 – 25 – AUMA Convention, including Education Sessions – Via Zoom

- Healthy and Resilient Small Communities (Education Session)
 - Policing – The current Policing Advisory Board is creating the terms of reference for the board that will become an operational board next year, and they will have a 4-year term. There will be a policing survey going out shortly to each community, this survey will be sent to CAOs so that only one survey will be filled out by each community. The Provincial Government is enacting a review of the current Police Act and they will be using the submission created by the Policing Ad Hoc Committee from AUMA that ended this spring. In the Spring of 2021, the Province will receive the recommendations for a Provincial Police Service, this has the potential to mean a larger increase to Municipalities Police funding in the future, which merits a close look.
 - Broadband – AUMA has established Economic Resiliency Taskforce, rural broadband has always been an issue, but since COVID it has become the fore front and AUMA is actively working towards a solution.
- Dispatches from the World of Policing (Education Session)
 - The Provincial Government is continuing the Police Act review that was stated by the previous government.
 - Small Communities can form Policing Advisory Committee, generally referred to as Community Safety Committees. It will be important for Council to discuss this in the near future.
 - ⊖ Detachment Commanders were tasked with holding 2 Town Halls within their Communities per year, due to COVID this has not occurred.

- Unlocking Alberta's Economic Potential through Innovative Financing, Energy Efficiency and Technology (Education Session)
 - Talk was around Municipalities using innovations to bring local jobs and benefits the entire province. The talk highlighted exactly what our Municipality is trying to do with our wastewater situation, if the technology is sound it has great potential for the entire Province. The MCAAC also described the Clean Energy Improvement Program which potentially could come into play for us in the near future.
- Municipal Mash-up – A Conversation with former MA Ministers (Education Session)
 - Three former MA Ministers joined us and spoke about their contributions to the changes to the modernized MGA.
- AUMA Convention Day 1
 - The Keynote speaker Peter Mansbridge delivered a great opening to the convention, love or hate his past news reporting no one can deny that several of his statements hit home for a lot of us.
 - The rest of the day was a normal convention day- In the future, Council should be having a preliminary discussion on the resolutions session so that we are all on the same page.
- AUMA Convention Day 2
 - This day is Government Day, where we heard from the Prime Minister, Premier, and Ministers, some highlights were;
 - The Premier spoke about how in debt the Province is and how Municipalities need to buckle down and be more fiscally responsible. This seems to imply that there is a continued possibility of more downloading from the Province to Municipalities and less financial assistance in the future.
 - The MA Minister talked of a referendum at the Municipal election—Our voter turnout is generally quite low, so holding a referendum at the same time might help with that on both levels.
 - The Minister of Infrastructure will be bringing in an Infrastructure Act by next spring or fall, it will include a 20-year capital plan with respect to schools, hospitals and other infrastructure that falls under this Ministry.

September 23 – Water Council Ad Hoc Committee – Future of Water Management – Via Zoom

Expecting one more meeting to finalize the terms of reference for presentation at the Water Council meeting for the beginning of November. If accepted, the working group will be starting immediately, with completion estimated in March.

September 28 – Regular Council Meeting – Via Teleconference



REQUEST FOR DECISION

COUNCIL DATE	October 13, 2020
SUBJECT	Correspondence
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	12

BACKGROUND/PROPOSAL:

Correspondence received by, and/or sent by Legislative Services during the period of September 28 and October 13, 2020.

ADMINISTRATION RECOMMENDATIONS:

That Council accept the attached correspondence for information by passing a separate Motion for each item of correspondence.

MOTION:

12.1 That the Town of Sundre Council accept the correspondence from the Honourable Jason Nixon as information.

12.2 That the Town of Sundre Council accept the invitation to attend in Olds on October 29th, 2020 a Focus Group in regard to Sustainable, Affordable and Accessible Transportation.

or,

That the Town of Sundre Council accept the invitation to attend in Olds on October 29th, 2020 a Focus Group in regard to Sustainable, Affordable and Accessible Transportation as information.

12.3 That the Town of Sundre Council accept the letter to the West Country Seniors (50+ Centre) as information.

12.4 That the Town of Sundre Council accept the correspondence from Parkland Regional Library Board as information.

ATTACHMENTS:

12.1
12.2
12.3
12.4

Date Reviewed: October 08, 2020

CAO: Linda Nelson



LEGISLATIVE ASSEMBLY
ALBERTA



The Honourable Jason Nixon, MLA
Rimbey-Rocky Mountain House-Sundre
Minister of Environment and Parks
Government House Leader

September 28, 2020

Mayor Terry Leslie
Town of Sundre
Box 420
Rocky Mountain House, AB T0M 1X0

Dear Mayor Leslie:

On September 25, 2020, our government was proud to announce the Municipal Operating Support Transfer (MOST). This new program delivers funding provided by the provincial and federal governments to support municipal operations impacted by the COVID pandemic and actions taken in response to it.

A total of \$606 million in operating funding will be provided to municipalities under this program, including \$30 million already allocated under the Municipal Sustainability Initiative Operating program. \$140 million of this funding will be provided to municipalities with public transit systems to support public transit operating costs and revenue decreases due to COVID-19, while the remainder will be provided to all municipalities and Metis Settlements to support general COVID-19-related operating costs and revenue losses.

As you have likely seen in the program announcement from Minister Allard, Town of Sundre will receive \$281,336.00 in MOST funding. I trust this will be put to good use in your municipality to address the financial impacts caused by the pandemic.

Thank you to the Honourable Tracy Allard, Minister of Municipal Affairs and the Government of Canada for recognizing the importance of supporting Alberta's municipalities in these difficult times. If you have any questions regarding this funding, I urge you to contact Alberta Municipal Affairs at 780-422-7125 or ma.municipalstimulus@gov.ab.ca.

Yours truly,

Honourable Jason Nixon, MLA
Rimbey-Rocky Mountain House-Sundre

cc: Honourable Tracy Allard, Minister of Municipal Affairs



Betty Ann Fountain <bettyann.f@sundre.com>

Fwd: An invitation to have a conversation about transportation Att: Mayor IESLIE

1 message

Sundre Townmail <townmail@sundre.com>
To: Betty Ann Fountain <bettyann.f@sundre.com>

Wed, Oct 7, 2020 at 1:50 PM

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

From: **Rita Thompson** <rita@airenet.com>
Date: Wed, Oct 7, 2020 at 1:40 PM
Subject: An invitation to have a conversation about transportation Att: Mayor IESLIE
To: <townmail@sundre.com>
Cc: Bernice Lynn <b.lynn@oldsnet.ca>, <erica@playgroundguy.com>

Dear Mayor Terry,

>
> Attached is an invitation for yourself or a designate to attend a
> focus group to have a conversation about sustainable, affordable and
> accessible transportation. The session will be facilitated . To meet
> the growing emerging needs of our aging population will require all of
> us to do some out of the box thinking to unlearn and learn. We have
> invited the County of Mountain View and other Municipalities from the
> County to attend. We are also inviting other communities such as
> Innisfail and Cochrane to share their innovative solutions on
> transportation. And we are hoping to have representative from the
> University of Alberta for the Medically AT- Risk Driver Centre.
>
>
> Looking forward to hearing from you
>
>
> Respectfully, Rita Thompson (403) 507-3343



Focus Group Invite for Transportation 2020.docx
604K



AGE FRIENDLY INITIATIVE “Let’s talk transportation”

This is your invitation to attend and participate in a focus group and assist the Age Friendly Committee of the Olds Institute for Community and Regional Development to develop recommendations for affordable and sustainable transportation.

Where: Olds Legion 5241 46 St. Olds

When: Thursday Oct 29th. 2020

Time: 9:30 A.M. to 3:30 P.M. - Lunch will be provided

The Age Friendly Committee was endorsed by Town Council on October 13th 2015 and has:

- Developed a Survey following the guidelines as set out by Alberta Health Services.
- Conducted the Survey which had 210 participants.
- Conducted a questionnaire on Transportation at the community information night that had 103 responses.

On Oct 29th in a facilitated process we will:

1. Identify the gaps for affordable and accessible transportation.
2. Examine what resources are available.
3. Hear and learn how other communities are meeting the gaps.
4. Discuss and determine how we can close the gaps.

Please do not attend if you are not feeling well and have any Covid-19 symptoms. Covid–19 protocols will be in place including mandatory use of masks or face coverings.

For those who cannot wear masks or are not comfortable attending, we would still appreciate your input. Please click [here](#) to answer four simple questions that will assist us in formulating a creative plan for what could be affordable and sustainable transportation.

Please RSVP on or before Thursday October 22nd. 2020 by contacting:

Taunya Shewciw-Volunteer extraordinaire

Phone - (403) 438-3400

Email - taunya9@gmail.com

“Never doubt that a small group of thoughtful committed citizens can change the world; indeed, it's the only thing that **ever** has.” - Margaret Mead

October 6, 2020

New Horizons for Seniors Program
270, 220-4 Avenue SE
Calgary AB T2G 4X3

RE: Sundre West Country Centre (50+ Centre)

Dear Sir or Madame,

On behalf of Council and the Citizens of the Town of Sundre, I am very pleased to offer this letter of support for Sundre West Country Centre's application for the New Horizon for Seniors Grant.

"Seniors Go Virtual – Covid Style" is a program developed to assist many of our seniors who have experienced Isolation from friends, family, and volunteer organizations due to Covid restrictions. Volunteers will reach out to those seniors who are not "technology savvy". Small groups will come together for computer classes that have been designed to teach Seniors how to access various online resources such as e-banking, utility billings, and Alberta Health Services for booking appointments and test results. Additionally, Seniors will be shown how to access and use various social meeting sites, such as Zoom and Google to enable online visiting with family, friends.

The members of the Sundre West Country Centre are a valuable resource as they provide a league of volunteers who are committed to supporting each other, other seniors and groups in our community. West Country Centre is a sustainable organization within our community, and we will continue to support their excellent level of service and community work for the betterment of all who live in Sundre. It is hoped that this letter of support will assist them in obtaining much needed funding for this innovative project.

Yours Truly,



Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Officer

cc: Council
/file

Fw: Parkland Regional Library System 2021 Proposed Budget with Speaking Notes

Betty Ann Fountain <bettyann.f@sundre.com>
To: Betty Ann Fountain <bettyann.f@sundre.com>

Mon, Oct 5, 2020 at 2:29 PM

From: PRL Operations
Sent: Tuesday, September 22, 2020 2:56 PM
To: PRL Board
Subject: Parkland Regional Library System 2021 Proposed Budget with Speaking Notes

Good afternoon

Please find attached a copy of the 2021 Proposed Budget for Parkland Regional Library System.

For 2021, there is a zero increase to the municipal per capita requisition. The requisition will remain at the 2020 level of \$8.55 per capita.

In compliance with your municipality's agreement with the Parkland Library Board, we require your council's decision regarding the 2021 per capita requisition by November 4th.

The next meeting of the Parkland Library Board is on November 12, 2020, where we will review the results of the municipal vote.

Parkland's Director, Ron Sheppard, is available to speak to your council or administration regarding the budget upon request. Please contact Parkland if you have any questions. We can be reached at 403-782-3850 or by email at operations@prl.ab.ca

Kara Hamilton, APC

Office Administrator

Parkland Regional Library System | 5404 56 Ave Lacombe AB T4L 1G1
403-782-3850 | 1-800-567-9024 | prl.ab.ca

Strong Libraries, Strong Communities

3 attachments



Proposed 2021 Budget.pdf

84K



2021 Proposed Full Budget Notes.pdf

274K



Speaking Notes for the PRLS 2021 Budget.pdf

41K



PROPOSED BUDGET 2021

Notes for the Parkland Regional Library Budget 2021

Parkland's budget is developed according to Board policy and the constraints imposed by the Parkland Regional Library Agreement. According to clause eight of the agreement – Library System Budget:

8.1 The PRLS Board shall prior to November 1 of each year submit a budget to the Parties to this Agreement and an estimate of the money required during the ensuing fiscal year to operate the library system. [Reg. s.25 (1)(f)]

8.2 The budget and estimate of money required referred to in clause 8.1 above, shall be effective upon receipt by the PRLS Board of written notification of approval from two-thirds of the Parties to this Agreement which must represent at least two-thirds of the member population; and thereupon, each Party to this Agreement shall pay to the PRLS Board an amount which is the product of the per capita requisition set out in Schedule "B" and the population of the Parties to the agreement. Payments shall be made on or before the dates set out therein.

8.3 The population of a municipality that is a Party to this Agreement shall be deemed to be the most recent population figure for the municipality as published by Alberta Municipal Affairs.

8.4 Municipalities which join the library system after January 1, 1998 shall pay a signing fee as determined by the PRLS Board.

8.5 The PRLS Board shall apply to the Government of Alberta for all library grants for which it is eligible, in accordance with the Department of Community Development Grants Regulation 57/98.

8.6 Notwithstanding Clause 17.1.c., any increase in the requisition requires written notification of approval from two-thirds of the parties to this agreement which must represent at least two-thirds of the member population.

Generally speaking, PRLS budgets are prepared with conservative estimates. Revenue is estimated at its minimum level and expenditures are estimated at their maximum level. For 2021, there is a zero increase to the municipal per capita requisition. The amount will remain the same as in 2020, at \$8.55.

PRLS' budget projections for 2021 use the information supplied by the Public Library Services Branch, Alberta Municipal Affairs. For 2021, we project the provincial operating grant to regional systems will remain at \$4.70 per capita and \$5.55 per capita for the rural library service grant. We also assume that grant levels will be based on 2016 population statistics.

Points within the budget to note include:

- The provincial operating grant for systems is estimated using 2016 population figures and calculated at the current rate of \$4.70 per capita (line 1.1).
- The First Nations Grant is assumed to continue using 2016 population figures, the grant is calculated at \$10.25 per capita (line 1.2).
- It is assumed the rural library service grant will also be issued at \$5.55 per capita using 2016 population figures (line 1.4).
- Materials Allotment is being calculated at \$1.13 per capita (line 2.2).
- Freight has been reduced with PLSB's change to government courier services, PRLS will now have shipments dropped here at headquarters (line 2.7).
- Postage Reimbursement expense has declined with the use of Polaris and PRLS standards for libraries for ship to patron requests (line 2.13).
- The Audit expense line (3.1) has increased due to our LAPP triannual audit requirement.
- Insurance increased slightly due to adding cyber insurance to Parkland's Policy (line 3.7).
- Publicity/Trade show expenses were reduced based on five-year averages (line 3.10).
- Trustee expenses have increased by \$2,000 to accommodate the Advocacy Committee meetings (line 3.16).
- Provincial grants amount to approximately 45.5% of PRLS' total income.

At the end of the budget documents you will find the Budget Supplement. The largest planned purchase is for computer hardware from the Technology Reserve estimated to be valued at \$197,400. By approving the budget, the board is approving these transfers to and from Parkland's reserve fund accounts.

Brief Notes – September 2021

INCOME

- 1.1 The Provincial Operating grant is an estimate, based on announcement from the Public Library Services Branch (PLSB) calculated at \$4.70 per capita.
- 1.2 The First Nations grant for reserve residents is calculated at \$10.25 per capita
- 1.3 Estimated requisition to municipalities to balance budget
- 1.4 Estimate, based on announcement from PLSB and calculated at \$5.55 per capita
- 1.5 Decreased slightly to reflect the anticipated returns on investments

LIBRARY MATERIALS

- 2.1 Estimate, based on announcement from PLSB - see 1.4 above
- 2.2 Reflects allotment rate of \$1.13 per capita
- 2.3 Based on actual costs and held at the 2020 level
- 2.4 Line slightly increased which includes the Polaris Integrated Library system maintenance agreement, purchases of non-capital hardware and misc. IT items such as adapters, cables, and supplies. For software, subscriptions, maintenance agreements, ongoing website development, the Microsoft Office suite of software for PRLS and member library computers, PRLS' management of wireless networks
- 2.5 Line held at 2020 level - for platform fees/subscriptions for eContent - including Niche Academy, Novelist and the TAL core. Covers eResources subscriptions and includes Survey Monkey and the Audio Cine fees moved from periodicals
- 2.6 This line created due to PLSB expectations for direct First Nations services, the amount for 2020 is \$5.55 per capita to spearhead outreach activities and services to First Nations reserve residents
- 2.7 Reduced significantly as Government Courier is now delivered straight to headquarters which eliminated Parkland's need for a local courier service
- 2.8 Held at the 2020 level \$14,400
- 2.9 New - two lines combined - used to provide tools for marketing, advocacy and other initiatives for PRLS and member library staff
- 2.10 Based on current population at \$0.30 per capita
- 2.11 Held at \$800
- 2.12 Held at \$1,100
- 2.13 New line which combines both ILL postage reimbursement to libraries and ILL postage at HQ – reduced due to fewer ship-to-patron requests
- 2.14 Held at 2020 amount - used for purchasing library material processing items such as mylar book covers, cataloguing records, and multimedia cases
- 2.15 Held at 2020 level – for the operations of three cargo vans and two consulting vehicles - anticipated maintenance costs for five vehicles and fuel, using a 5-year review of actual costs
- 2.16 Held at \$14,000 - used for projects for training library managers and staff, and library conference expenses

PRLS Circulating Collections

- 2.17 Reduced slightly to \$3,000
- 2.18 Line reflects materials allotment for the purchase of eContent, held at the 2020 level
- 2.19 Held at 2020 amount
- 2.20 Increased to \$2,000 for updating existing kits and building new kits
- 2.21 Held at 2020 amount

COST OF SERVICES

- 3.1 The fee for 2021 is increased to include our triannual LAPP audit requirement - line also includes the annual legal letter required from PRLS' lawyer for the auditor
- 3.2 Held at \$2,000 - to cover the cost of electronic banking services and cheques
- 3.3 Reduced slightly to \$4,300 based on actual over a three-year period
- 3.4 Held at \$18,000
- 3.5 Held at \$20,000
- 3.6 Increased slightly to \$11,750 - to cover PRLS' cost to belong to membership organizations (e.g. Library Association of Alberta (LAA), Alberta Library Trustee Association (ALTA), The Alberta Library (TAL), etc.)
- 3.7 Increased - covers five vehicles to insure and the recently added cyber insurance, with the rest based on a 5-year review of actual costs
- 3.8 Held at 2020 level of \$32,500 - includes snow removal, yard maintenance, janitorial services and janitorial maintenance (carpet and window cleaning)
- 3.9 Held at 2020 amount of \$7,000 based on usage over last three years
- 3.10 Reduced to \$4,100 - based on five-year averages
- 3.11 Increased slightly as per executive recommendation and reflects current staff levels
- 3.12 Increased to reflect predicted staff benefits costs based on current staff levels
- 3.13 Increased slightly to balance - based on a five-year review
- 3.14 Held at 2020 level of \$12,000 - based on actual costs
- 3.15 Reduced to \$9,000 - based on actual expenses
- 3.16 Increased slightly in 2021 to \$34,000 to include an advocacy committee, executive committee meetings and to support trustee activities
- 3.17 Based on five-year averages - increased slightly to \$39,000

Complete Notes to the 2021 Budget

Proposed 2021 Budget PARKLAND REGIONAL LIBRARY

	Present Budget	Proposed Budget
	2020	2021
Income		
1.1 Provincial Grants	990,831	990,831
1.2 First Nations Grant	145,602	145,602
1.3 Membership Fees	1,868,987	1,881,316
1.4 Alberta Rural Library Services Grant	428,738	428,738
1.5 Interest Income	35,000	32,000
TOTAL Income	3,469,158	3,478,487

Income – line details

- 1.1 Provincial Grants:* for budgeting purposes, the provincial operating grant rate for regional systems is based on information from the Public Library Services Branch (PLSB) - for regional systems it will be calculated using 2016 population statistics at \$4.70 per capita - this rate is subject to change annually.
- 1.2 First Nations Grant:* the First Nations (FN) grant from the PLSB is expected to be ongoing. It is calculated at \$10.25 per capita based on First Nations reserve residents found within Parkland's regional borders. The grant is to provide system level services to FN reserve residents. The grant is composed of two grants. The \$4.70 system operating grant and the \$5.55 per capita rural library services grant. The \$4.70 is used to fund operations of the regional system. The \$5.55 per capita is to fund various First Nations initiatives. See line 2.6.
- 1.3 Membership Fees:* \$8.55 per capita – requisition to municipalities to balance the budget.

*1.4 Alberta Rural Library
Services Grant:*

grant received from Alberta Municipal Affairs for service to rural residents, based on the membership in PRLS of municipalities and municipal districts, which do not appoint a library board – the grant is passed entirely to libraries as directed by these municipalities. Based on information from the PLSB, the grant will be calculated using 2016 population statistics at \$5.55 per capita – see line 2.1 under Support Materials & Services Directly to Libraries.

1.5 Interest Income:

estimate based on the returns from the RBC Dominion investment program, any short-term investments, and current bank account – the budgeted amount is reflective of the anticipated return on investments and is slightly reduced.

Support Materials & Services Directly to Libraries		2020	2021
2.1	Alberta Rural Library Services Grant	428,738	428,738
2.2	Allotment Funds issued to Libraries	247,916	249,546
2.3	Cataloguing Tools	3,000	3,000
2.4	Computer Maintenance Agreement Software licenses	192,967	197,690
2.5	eContent Platform fees, Subscriptions	53,700	53,700
2.6	FN Provincial Grant expenses	78,839	78,839
2.7	Freight	6,500	1,800
2.8	Internet Connection Fees	14,400	14,400
2.9	Marketing/Advocacy for Libraries	5,000	5,000
2.10	Member Library Computers Allotment	65,580	66,010
2.11	Outlets - Contribution to Operating	800	800
2.12	Periodicals	1,100	1,100
2.13	Postage /Postage Reimbursement to libraries	9,500	4,500
2.14	Supplies purchased Cataloguing/Mylar	25,000	25,000
2.15	Vehicle expense	46,000	46,000
2.16	Workshop/Training expense	14,000	14,000
PRLS Circulating Collections			
2.17	Audio Book	3,500	3,000
2.18	eContent	47,500	47,500
2.19	Large Print	10,000	10,000
2.20	Programming Kits	1,500	2,000
2.21	Reference	4,500	4,500
TOTAL Support Materials & Services Directly to Libraries		1,260,040	1,257,123

Support Materials & Services Directly to Libraries - line details

2.1 Alberta Rural Library

Services Grant:

provincial grant received by PRLS for municipalities and municipal districts that do not have library boards but are members of the system – per membership agreement, the grant is passed back to the libraries as mandated by the municipalities – see line 1.4 under income.

2.2 Allotment Funds Issued to Libraries:

reflects allotment rate of \$1.13 per capita – held at 2017 level.

- 2.3 Cataloguing tools:* based on actual costs – held at 2020 level – includes a number of electronic resources such as Library of Congress classification web, RDA Tool kit, Web Dewey, and BookWhere; among other resources, all of which are used to prepare books and other materials for libraries.
- 2.4 Computer Maint. Agree.
Software Licenses:* for software maintenance agreements and subscriptions – line covers, but not limited to, the Microsoft suite of software for member library computers, website software, PRLS' management of wireless networks, PRLS' computer licenses, and licensed services for the Polaris integrated library system also includes small non-capital IT items as needed such as monitors and bar code scanners.
- 2.5 eContent Platform fees
and Subscription fees:* to pay for platform fees for CloudLibrary ebooks, and Novelist, subscriptions, Niche Academy, now includes Audio Cine and Survey Monkey fees, and the TAL core of eResource subscriptions (includes 4 public library focused databases: Ancestry Library Edition, Consumer Reports, and Solaro (homework help) – held at 2020 level.
- 2.6 FN Provincial
Grant Expense:* line created due to expectations from the Public Library Services Branch that direct services to indigenous communities be provided and accounted for, the amount estimated is \$5.55 per capita to spearhead outreach activities and services. Based on 2016 population levels.
- 2.7 Freight:* vendor freight costs for library materials, in-house collections and shipment of computers for repairs and/or replacement parts – reduced due to reduced courier costs because Government Courier is now delivered directly to PRLS headquarters.
- 2.8 Internet Connection
Fees:* for internet service provision to member libraries and HQ – held at 2020 levels.
- 2.9 Marketing/Advocacy
for Libraries:* new two lines combined – used to provide tools for marketing, advocacy and other initiatives for PRLS and member library staff.

2.10 Member Library

Computers:

income collected for transfer to the Technology Reserve for the purchase of computers and peripherals for member libraries in the year the funds are collected. Calculated at thirty cents per capita.

2.11 Outlet - Contribution to Operating:

amounts set by board policy, up to \$200 annually, if a local library outlet's sponsoring society provides matching funds – held at \$800.

2.12 Periodicals:

held at 2020 level, includes professional development publications and library journals.

2.13 Postage

Reimbursement:

reduced to account for a change in the borrow by mail service – reimbursement for items interlibrary loaned or mailed directly to patrons by member libraries.

2.14 Supplies purchased Cataloguing/Mylar:

held at 2020 level, line for purchasing library materials processing laminated book covers, cataloguing records, and multimedia cases.

2.15 Vehicle Expense:

includes fuel and accounts for fluctuation in fuel prices, repairs and tire replacements for three cargo vans and two vehicles for staff use – held at 2020 amounts.

2.16 Workshop/Training:

includes costs for all workshops and training activities hosted or planned by PRLS staff for member libraries regardless of whether they are held at PRLS or other locations – held at 2020 amount.

PRLS Circulating Collections

2.17. Audiobook Materials:

reduced slightly – used to support the physical audiobook collection.

2.18 eContent:

includes allotment for CloudLibrary, RB Digital magazines and eAudiobooks, and potentially other eContent - held at 2020 level.

- 2.19 Large Print Books:* held at 2020 level.
- 2.20 Programming Boxes:* increased slightly to \$2,000 - to refresh and build new programming kits for programming in member libraries.
- 2.21 Reference Materials:* held at 2020 level – to purchase limited amounts of reference material for use by PRLS staff and member libraries. eResources for reference and professional development purposes can also be purchased using this budget line.

Cost of Services		2020	2021
3.1	Audit	15,200	17,400
3.2	Bank expenses	2,000	2,000
3.3	Bank Investment Fees	4,500	4,300
3.4	Building-Repairs/Maintenance	18,000	18,000
3.5	Continuing Education	20,000	20,000
3.6	Dues/Fees/Memberships	11,500	11,750
3.7	Insurance	17,200	18,500
3.8	Janitorial/Outdoor maintenance expense	32,500	32,500
3.9	Photocopy/Printing	7,000	7,000
3.10	Publicity/Trade Shows	6,500	4,100
3.11	Salaries	1,599,769	1,607,281
3.12	Salaries - Employee Benefits	351,949	354,497
3.13	Supplies/Stationery/Building	30,000	30,036
3.14	Telephone	12,000	12,000
3.15	Travel	12,000	9,000
3.16	Trustee expense	32,000	34,000
3.17	Utilities	37,000	39,000
TOTAL Cost of Services		2,209,118	2,221,364

Cost of Services – line details

- 3.1 Audit:* Increased to include costs for Parkland's triannual LAPP Audit requirement – includes costs for an annual letter from PRLS' lawyer required for the audit process.
- 3.2 Bank Expenses:* Held at 2020 amount - to cover the cost of cheques and other banking services including enhanced electronic services.
- 3.3 Bank Investment Fees:* fee for management of the RBC Dominion investment program – based on actual charges – reduced slightly.
- 3.4 Building-Repair/Maintenance:* Held at 2020 amount – costs are based on five-year averages.

- 3.5 Continuing Education:* funds PRLS staff to attend the Alberta Library Conference, plus other conferences, workshops, seminars, technology courses, and other continuing education activities – held at \$20,000.
- 3.6 Dues/Fees/Memberships:* for Parkland's membership in professional organizations; may include, but not necessarily be limited to: Library Association of Alberta (LAA), Alberta Library Trustee Association (ALTA), Alberta Association of Library Technicians (AALT), Public Library Associations (PLA), Rural Municipalities of Alberta (RMA), American Library Association (ALA), Alberta Public Library Administrators' Council (APLAC); and The Alberta Library (TAL). Increased slightly.
- 3.7 Insurance:* this line has increased slightly to account for the addition of cyber insurance. It includes the building, HQ's contents, PRLS' outlet libraries contents, vehicles, general liability, bond and crime - based on a review of actual historical costs.
- 3.8 Janitorial Expense:* held at \$32,500 for janitorial building maintenance such as carpet and window cleaning – also includes snow removal, yard maintenance, and small repairs.
- 3.9 Photocopy/Printing:* held at 2020 amount – reflects actual costs reviewed over last three years and estimated usage – now includes printing costs if an outside source is used for publications.
- 3.10 Promotion/Trade Shows/
Publicity:* includes, but not limited to, printing systems' brochures and hospitality expenses for the Alberta Library Conference (ALC), the trade shows for the Alberta Urban Municipalities Association (AUMA) and Rural Municipalities of Alberta (RMA) conventions, plus gifts/donations, flowers for libraries' anniversaries, and promotional items – based on five-year averages; reduced.
- 3.11 Salaries:* estimated to support current positions at Parkland's Executive Committee's recommendation as per PRLS' compensation policy.
- 3.12 Salaries-Employee
Benefits:* increased on the basis of all eligible staff members being provided full benefits including LAPP and Blue Cross.

*3.13 Supplies/Stationery/
Building:*

held at 2020 amount - based on a six-year review - includes, but not limited to, book-related supplies as well as barcodes, barcode label protectors, new plastic patron membership cards supplied to public libraries, building supplies, and stationery supplies.

3.14 Telephone:

includes line charges, toll free number, mobile telephones, and long-distance costs – held at 2020 amount.

3.15 Travel:

includes consulting travel to public libraries, administrative travel, annual IT visits, and staff travel to workshops and conferences (includes reimbursement at \$0.505 per km to staff when they are unable to use the PRLS staff vehicles) – based on actual and estimates, reduced to \$9,000.

3.16 Trustee Expense:

increased to account for the Advocacy Committee meetings – along with costs for a 10-member Executive Committee meeting 8 or 9 times a year, and 4 trustees attending the Alberta Library Conference; also includes \$100 half day/\$200 full day honorarium and mileage for committee meetings (includes meetings the board chair attends such as, Systems Directors and Board Chair meetings hosted by the Public Library Services Branch).

3.17 Utilities:

based on five-year averages – increased slightly to \$39,000.

Proposed 2021 Budget
PARKLAND REGIONAL LIBRARY

	Present Budget 2020	Proposed Budget 2021
TOTAL Income	3,469,158	3,478,487
TOTAL Support Materials & Services Directly to Libraries	1,260,040	1,257,123
TOTAL Cost of Services	2,209,118	2,221,364
TOTAL Expenses (library materials & cost of service)	3,469,158	3,478,487
Surplus/Deficit	0	0
AMOUNT PER CAPITA REQUISITION	8.55	8.55

Budget Supplement

Explanation points to the 2021 Budget dealing with Capital Assets, Amortization and Reserves.

Staff make all applicable computer and vehicle purchases directly from reserves.

For IT purchases, PRLS has a very detailed Technology Replacement Schedule as it relates to maintaining our current IT infrastructure and the purchase of computers for member libraries. Based on PRLS' Technology Replacement Schedule, items being identified as needing to be replaced or newly acquired will have their costs estimated with the funds required for purchase included in the notes section of the Budget Supplement document. This amount will be shown as coming from the Technology Reserve. The amortization expense for IT purchases will be allocated and the residual value set aside in the Amortization Reserve.

Parkland will be purchasing no new vehicles in 2021. The amortization expense for vehicle purchases will be allocated and the residual value set aside in the Amortization Reserve.

In passing the budget, Board members are approving the movement of funds between reserves and operating as defined on the following pages and based on policy. Capital assets are purchased from reserves.

Parkland Regional Library System

Budget Supplement - Movement of Funds - 2021

Explanation points to the 2021 Budget dealing with Capital Assets, Amortization and Reserves

In passing the budget you agree to the movement of funds between reserves and operating as defined below and based on policy.

Capital assets will now be purchased from reserves.

1 MOVEMENT OF FUNDS FROM RESERVES TO OPERATING INCOME	2021	
Amortization Reserve		
Anticipated funds required to cover current portion of amortization expense from Jan 1, 2009 forward	\$71,136	A
<i>(actual amount will be affected by asset disposals during the year)</i>		
Vehicle Reserve		
Anticipated funds required to purchase new vehicles	\$0	B
<i>(actual amount will be based on exact purchase price in the year)</i>		
Technology Reserve		
Anticipated funds required for Technology purchases	\$197,400	B
<i>(May included Member libraries computers, wireless equipment, SuperNet CED units, PRLS assets)</i>		
<i>(Estimated capital PRLS assets - 2021, \$48,400 -B)</i>		
	\$268,536	
2 INCOME FROM THE SALE OF CAPITAL ASSETS		
Vehicle selling price	\$0	C
<i>(actual amounts will be based on exact selling price in the year)</i>		
	\$0	
3 MOVEMENT OF FUNDS FROM OPERATING EXPENSE TO RESERVES		
Amortization Reserve		
Residual Amortization anticipated - PRLS assets	\$32,430	B
<i>(actual amounts will be based on exact purchase amounts in the year)</i>		
Vehicle Reserve		
Proceeds from the sale of vehicles	\$0	C
<i>(actual amounts will be based on exact selling price in the year)</i>		
Technology Reserve		
Budgeted for member library computers	\$66,010	

\$98,440

4 CAPITAL ASSET EXPENSE ALLOCATION

Current year Amortization estimated - PRLS Assets \$15,970 **B**
(actual amounts will be based on exact purchase amounts in the year)

Amortization expense anticipated from years (Jan 2009 forward) \$71,136 **A**
(actual amount will be affected by asset disposals during the year)

\$87,106

5 Unrestricted Operating Fund - as needed to balance at year end

Current Amortization expense anticipated - from years previous to Dec 31, 2008 \$17,305
(actual amounts will be based on exact disposals amounts in the year)

Proposed 2021 Budget

PARKLAND REGIONAL LIBRARY

Present
Budget

	2020	2021
Income		
1.1 Provincial Grants	990,831	990,831
1.2 First Nations Grant	145,602	145,602
1.3 Membership Fees	1,868,987	1,881,316
1.4 Alberta Rural Library Services Grant	428,738	428,738
1.5 Interest Income	35,000	32,000
TOTAL Income	3,469,158	3,478,487
Support Materials & Services Directly to Libraries		
2.1 Alberta Rural Library Services Grant	428,738	428,738
2.2 Allotment Funds issued to Libraries	247,916	249,546
2.3 Cataloguing Tools	3,000	3,000
2.4 Computer Maint. Agree. Software licenses	192,967	197,690
2.5 eContent Platform fees, Subscriptions	53,700	53,700
2.6 FN Provincial Grant expenses	78,839	78,839
2.7 Freight	6,500	1,800
2.8 Internet Connection Fees	14,400	14,400
2.9 Marketing/Advocacy for Libraries	5,000	5,000
2.10 Member Library Computers Allotment	65,580	66,010
2.11 Outlets - Contribution to Operating	800	800
2.12 Periodicals	1,100	1,100
2.13 Postage /Postage Reimbursement to libraries	9,500	4,500
2.14 Supplies purchased Cataloguing/Mylar	25,000	25,000
2.15 Vehicle expense	46,000	46,000
2.16 Workshop/Training expense	14,000	14,000
PRL Circulating Collections		
2.17 Audio Book	3,500	3,000
2.18 eContent	47,500	47,500
2.19 Large Print	10,000	10,000
2.20 Programming Kits	1,500	2,000
2.21 Reference	4,500	4,500
TOTAL Support Materials & Services Directly to Libraries	1,260,040	1,257,123
Cost of Services		
3.1 Audit	15,200	17,400
3.2 Bank expenses	2,000	2,000
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TOTAL Cost of Services	2,209,118	2,221,364
TOTAL Expenses (library materials & cost of service)	3,469,158	3,478,487
Surplus/Deficit	0	0
AMOUNT PER CAPITA REQUISITION	8.55	8.55

Speaking Notes for the PRLS 2021 Budget

For 2021, there is a zero increase to the municipal per capita requisition. The amount will remain the same as in 2020, at \$8.55

Generally speaking, PRLS budgets are prepared with conservative estimates. Revenue is estimated at its minimum level and expenditures are estimated at their maximum level.

PRLS' budget projections for 2021 use the information supplied by the Public Library Services Branch, Alberta Municipal Affairs. For 2021, we project the provincial operating grant to regional systems will remain at \$4.70 per capita and \$5.55 per capita for the rural library service grant. We also assume that grant levels will be based on 2016 population statistics.

At the end of the budget documents you will find the Budget Supplement. The largest planned purchase is for computer hardware from the Technology Reserve estimated to be valued at \$197,400. By approving the budget, the board has approved these transfers to and from Parkland's reserve fund accounts.

For further details on Parkland's 2021 budget, please refer to the notes included in your budget package.

Parkland's Director, Ron Sheppard, is available to speak to your council or administration regarding the budget upon request. Please contact Parkland if you have any questions. We can be reached at 403-782-3850 or by email at operations@prl.ab.ca

Fwd: We are Moving!

1 message

Sundre Townmail <townmail@sundre.com>

Tue, Oct 6, 2020 at 9:02 AM

To: Betty Ann Fountain <bettyann.f@sundre.com>, Ronda Edwards <ronda.e@sundre.com>

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

From: **PRL Operations** <operations@prl.ab.ca>

Date: Mon, Oct 5, 2020 at 9:49 AM

Subject: We are Moving!

To: Library Managers <librarymanagers@prl.ab.ca>, Municipal Administrators <municipaladministrators@prl.ab.ca>, PRL Board <prlboard@prl.ab.ca>



We're Moving

to a new location!

As of **October 19, 2020**, please send all correspondence to:

Parkland Regional Library System
4565 46th Street
Lacombe, AB T4L 0K2

Our phone number, website and email addresses will remain the same.

Kara Hamilton, APC

Office Administrator

Parkland Regional Library System | 5404 56 Ave Lacombe AB T4L 1G1
403-782-3850 | 1-800-567-9024 | prl.ab.ca

Strong Libraries, Strong Communities