



Regular Council Meeting  
**VIA TELE-CONFERENCING**

May 4, 2020  
6:00 p.m.

- 1. Call to Order**  
Moment of Reflection
- 2. Public Hearing**
- 3. Agenda – Amendments and Adoption**
  - 3.1 May 4, 2020 Regular Council Meeting
- 4. Adoption of Previous Minutes**
  - 4.1 March 9, 2020 Regular Council Meeting Pg. 1
  - 4.2 April 1, 2020 Special Council Meeting Pg. 4
- 5. Delegation**
- 6. Bylaws/Policies**
  - 6.1 Bylaw 2020-05 Amendment to Bylaw 2019-01 Council Procedural Bylaw Pg. 6
  - 6.2 Bylaw 2020-06 Tax Rate Bylaw Pg. 10
- 7. Old Business**
- 8. New Business**
  - 8.1 Vision for Sundre Committee Appointments Pg. 16
  - 8.2 Proclamation: APWA National Public Works Week, May 17 - 23 Pg. 17
  - 8.3 Proclamation: National Volunteer Week, April 19-25 (retroactive) Pg. 23
  - 8.4 Q4 2019 Pro-Forma Financial Reporting Pg. 25
  - 8.5 2020 Property Tax Deferrals Pg. 57
  - 8.6 Financial Scenario Planning Pg. 60
- 9. Administration**
  - 9.1 Shovel Ready Projects Pg. 61
  - 9.2 Workshop Discussion Pg. 62
  - 9.3 Emergency Management Update (verbal) Pg. 63
- 10. Municipal Area Partnership (MAP)**
- 11. Council Committee Reports**
- 12. Council Invitations / Correspondence** Pg. 64
  - 12.1 Alberta Justice and Solicitor General
- 13. Closed Meeting**
- 14. Return to Open Meeting**
- 15. Adjournment**



Regular Council Meeting  
Minutes  
March 9, 2020

The regular meeting of Council of the Municipality of Sundre was held in Council Chambers in the Municipal Office on Monday, March 9, 2020 commencing at 6:00 p.m.

**IN ATTENDANCE**

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

**STAFF**

Chief Administrative Officer, Linda Nelson  
Director of Corporate Services, Chris Albert  
Development Officer/Special Projects Administrator, Betty Ann Fountain  
Manager of Operations, Jim Hall  
CPO/Director of Emergency Management – Kevin Heerema  
Economic Development Officer, Jon Allan  
Recording Officer, Luana Smith

**ABSENT**

Councillor Cheri Funke

**PUBLIC**

There were 3 members of the public including press in attendance.

**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. 071-03-09-20      MOVED by Councillor Isaac that the Agenda be approved as amended with the following changes:

Add item 13.1 Advice from Officials- Section 24(1) of the *FOIP Act*

**CARRIED**

**ADOPTION OF THE PREVIOUS MINUTES**

Res. 072-03-09-20      MOVED by Councillor Preston that the Minutes of the Regular Meeting of Council held on February 24, 2020 be approved as presented.

**CARRIED**

**DELEGATION** - none

**BYLAWS & POLICIES**

**Rescinding Policy #415**

Res. 073-03-09-20      MOVED by Councillor Wolfe that the Town of Sundre Council rescind resolution 263/11 East Side Servicing Policy 415.

**CARRIED**

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Initials

**Emergency Mangement Bylaw 2020-02**

*Res. 074-03-09-20* MOVED by Councillor Dalke that the Town of Sundre Council give second reading to Bylaw 2020-02, a bylaw to establish regulations and procedures to meet the obligations of the municipality under the *Emergency Management Act*.

**CARRIED**

*Res. 075-03-09-20* MOVED by Councillor Warnock that the Town of Council give third and final reading to Bylaw 2020-02, a bylaw to establish regulations and procedures to meet the obligations of the municipality under the *Emergency Management Act*.

**CARRIED****OLD BUSINESS** - none**NEW BUSINESS****Broadband Fibre Optics**

*Res. 076-03-09-20* MOVED by Councillor Dalke that the Town of Sundre Council further support the deployment of broadband fibre optics within the Town by ensuring an amount of \$1 million is retained within the existing Restricted Surplus Accounts until December 31, 2021. These funds may be utilized to assist a company wishing to deploy fibre optics, subject to negotiation of a suitable agreement that complies with all regulations under the *Municipal Government Act*, satisfactory to the Town and approved by resolution of Council.

**CARRIED****ADMINISTRATION** - none**MUNICIPAL AREA PARTNERSHIP** - none**COUNCIL REPORTS****Councillor Warnock Report for January & February 2020**

*Res. 077-03-09-20* MOVED by Councillor Isaac that the Town of Sundre Council accept Councillor Richard Warnock's report for January and February 2020, as information.

**CARRIED****COUNCIL INVITATIONS/CORRESPONDENCE** - none**CLOSED MEETINGS – NOTICE TO PUBLIC**

Mayor Leslie excused all public members at 6:27p.m. and advised that they are welcome to wait in the lobby to rejoin the council meeting after the closed meeting.

The following including Council were in attendance for the closed meeting session:

Staff: Linda Nelson, Chief Administrative Officer  
Chris Albert, Director of Corporate Services

Public: None

**CLOSED MEETING**

**Topic of Closed Meeting**

Advice from Officials - Section 24(1) of the *FOIP Act*

*Res. 078-03-09-20*      MOVED by Councillor Preston that the Town of Sundre Council go into closed meeting at 6:35 p.m.

**CARRIED**

**RETURN TO OPEN MEETING**

*Res. 079-03-09-20*      MOVED by Councillor Dalke that the Town of Sundre Council return to open meeting at 7:20 p.m.

**CARRIED**

**ADJOURNMENT**

*Res. 080-03-09-20*      MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 7:20 p.m.

**CARRIED**

These Minutes approved this 23<sup>rd</sup> day of March 2020

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Mayor, Terry Leslie

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Chief Administrative Officer, Linda Nelson



Special Council Meeting  
Minutes  
April 1, 2020  
Via Tele-Conferencing

The special meeting of Council of the Municipality of Sundre was held in Council Chambers in the Municipal Office on Monday, April 1, 2020 commencing at 3:15 p.m.

**IN ATTENDANCE BY PHONE**

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

Councillor Charlene Preston joined the meeting at 3:27 p.m.

**STAFF IN ATTENDANCE**

Chief Administrative Officer, Linda Nelson  
Director of Corporate Services, Chris Albert (by phone)  
Sr. Development Officer, Betty Ann Fountain  
Development Assistant, Chelsea Mather  
Peace Officer/Director of Emergency Management, Kevin Heerema

**PUBLIC**

None;

There was 1 member of the press in attendance, by phone.

**CALL TO ORDER**

Mayor Terry Leslie called the meeting to order at 3:15 p.m. asking for a moment of reflection, and offering sincere words of gratitude on behalf of Council and Citizens of Sundre to all essential services staff, doctors and nurses at our hospital, staff of the Town of Sundre, grocery store staff, truck drivers, pharmacy staff, and the community at large for supporting each other in this time of social and economic upheaval.

**ADOPTION OF THE PREVIOUS MINUTES**

*Res. 083-04-01-20* MOVED by Councillor Wolfe that the Minutes of the Special Meeting of Council held on March 20, 2020 be approved as presented.

**CARRIED**

**NEW BUSINESS**

**Lagoon Headworks Replacement**

*Res. 084-04-01-20* MOVED by Councillor Warnock that the Town of Sundre Council approve the proposed Option "B" grinder replacement with costs not to exceed \$161,642 with funding to be drawn from the Infrastructure Lifecycling Restricted Surplus Account.

**CARRIED**

\_\_\_\_\_  
\_\_\_\_\_  
Initials

**Water Well No. 5**

*Res. 085-04-01-20* MOVED by Councillor Wolfe that the Town of Sundre Council approve the proposed Well 5 replacement and installation at a cost of \$65,000 with funding to be drawn from the Infrastructure Lifecycling Restricted Surplus Account.

**CARRIED****Relief for COVID-19**

*Res. 086-04-01-20* MOVED by Councillor Isaac that the Town of Sundre Council approve a deferral of utility payments for the months of April, May and June 2020, with no penalties being applied for those months, for those financially affected by COVID-19 and that participants be required to contact the Town to arrange for a deferral agreement

**CARRIED**

*Res. 087-04-01-20* MOVED by Councillor Dalke that the Town of Sundre Council approve a deferral of Tax Installment Payments (TIPP) for the months of April, May and June 2020, with no penalties being applied for those months, for those financially affected by COVID-19 and that participants be required to contact the Town to arrange for a deferral agreement.

**CARRIED****ADJOURNMENT**

*Res. 088-04-01-20* MOVED by Councillor Dalke being that the agenda matters have been concluded the meeting adjourned at 3:43 p.m.

**CARRIED**

These Minutes approved this \_\_\_\_ day of \_\_\_\_ 2020

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Mayor, Terry Leslie

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Chief Administrative Officer, Linda Nelson

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Initials



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>May 4, 2020</b>
<b>SUBJECT</b>	<b>Bylaw 2020-05, Amendment to Bylaw 2019-01 Council Procedural Bylaw</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>6.1</b>

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### **BACKGROUND/PROPOSAL:**

Administration is proposing an amendment to Bylaw 2019-01 Council Procedural Bylaw for Council attendance at closed meetings of Council through electronic means during an emergency situation as a pandemic.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

Bylaw 2020-05 amends Bylaw 2019-01 by adding Section 9.9, Participation of Councillors to attend a Closed Meeting of Council (In-Camera) by Electronic means and procedures for Councillors to follow, and tasks to be undertaken by Administration to ensure confidentiality of the information to be provided at a Closed Meeting of Council.

9.8 *Members participating in the meeting through Electronic or other Communication Facility are not permitted to participate in Closed Meetings of Council.*

**ADD: 9.9 Participation of Councillors to attend a Closed Meeting of Council (In-Camera) by Electronic means**

**Notwithstanding 9.8, in an Emergency Situation a Councillor may participate electronically in a Closed Meeting of Council (In Camera) under the following conditions:**

- (a) Notification to the Chief Administrative Officer (CAO) in advance of the scheduled meeting;**
- (b) All printed material to be provided for the Closed Meeting of Council will be "watermarked" with the Councillors name, made available for pick-up at the Town Office, and must be returned to the CAO within 24 hours of the adjournment of the scheduled meeting;**
- (c) Each Councillor receiving any printed material must confirm in writing to the Chief Administrative Officer that the printed material was not duplicated in any way (photocopied, scanned or photographed or other);**
- (d) Confirmation from each Council member at the start of the meeting, that they are attending the Closed Meeting in isolation and that no other person is in attendance or may hear the proceedings of the meeting.**

**ALIGNMENT WITH STRATEGIC PLAN**

Strategic Priority 1. Sustainable Governance

*Goal 1.1 Improve communication and transparency with our stakeholders.*

**ADMINISTRATION RECOMMENDATIONS:**

That Council approve Bylaw 2020-05, an amendment to Bylaw 2019-01 by adding Clause 9.9.

**MOTION:**

That the Town of Sundre Council give first reading to Bylaw 2020-05, an amendment to Bylaw 2019-01 "Council Procedural Bylaw", being a Bylaw Amendment to establish the participation of Councillors to attend a Closed Meeting of Council by Electronic means during an Emergency Situation.

That the Town of Sundre Council give second reading to Bylaw 2020-05 an amendment to Bylaw 2019-01 "Council Procedural Bylaw", being a Bylaw Amendment to establish the participation of Councillors to attend a Closed Meeting of Council by Electronic means during an Emergency Situation.

That the Town of Sundre Council give Unanimous Consent for Third and Final Reading to Bylaw 2020-05 an amendment to Bylaw 2019-01 "Council Procedural Bylaw", being a Bylaw Amendment to establish the participation of Councillors to attend a Closed Meeting of Council by Electronic means during an Emergency Situation.

That the Town of Sundre Council give third and final reading to Bylaw 2020-05 an amendment to Bylaw 2019-01 "Council Procedural Bylaw", being a Bylaw Amendment to establish the participation of Councillors to attend a Closed Meeting of Council by Electronic means during an Emergency Situation.

Date Reviewed: April 30, 2020

CAO: Andre Rob





**TOWN OF SUNDRE  
BYLAW NO. 2020-05  
Amendment to Bylaw 2019-01**

**BEING A BYLAW OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA TO PROVIDE GUIDELINES TO REGULATE THE PROCEEDINGS AND CONDUCT OF COUNCIL AND COUNCIL COMMITTEE MEETINGS**

**WHEREAS**, pursuant to the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26*, as amended or replaced from time to time, the Council of the Town of Sundre may pass a bylaw respecting the procedures to be followed by Council;

**AND WHEREAS**, Council of the Town of Sundre deems it necessary to amend a bylaw from time to time as necessary;

**AND WHEREAS** pursuant to the *Municipal Government Act, R.S.A. 2000, Chapter M-26*, as amended, Section 1(3) and Section 197;

**NOW THEREFORE COUNCIL OF THE TOWN OF SUNDRE, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED ENACTS AS FOLLOWS:**

Amendment to Section 9.0 "Closed Meeting of Council (In Camera) of Bylaw 2019-01 by the addition of 9.9 Participation of Councillors to attend a Closed Meeting of Council (In-Camera) by Electronic means.

**9.8** *Members participating in the meeting through Electronic or other Communication Facility are not permitted to participate in Closed Meetings of Council.*

**ADD 9.9** Participation of Councillors to attend a Closed Meeting of Council (In-Camera) by Electronic means.

Notwithstanding 9.8, in an Emergency Situation a Councillor may participate electronically in a Closed Meeting of Council (In Camera) under the following conditions:

- a) Notification to the Chief Administrative Officer (CAO) in advance of the scheduled meeting;
- b) All printed material to be provided for the Closed Meeting of Council will be "watermarked" with the Councillors name, made available for pick-up at the Town Office, and must be returned to the CAO within 24 hours of the adjournment of the scheduled meeting;
- c) Each Councillor receiving any printed material must confirm in writing to the Chief Administrative Officer that the printed material was not duplicated in any way (photocopied, scanned, photographed or other);

- d) Confirmation from each Council member at the start of the meeting, that they are attending the Closed Meeting in isolation and that no other person is in attendance or may hear the proceedings of the meeting.

Read for a first time on this \_\_\_\_\_ day of May 2020; Motion No. \_\_\_\_\_

Read for the second time on this \_\_\_\_\_ day of May 2020; Motion No. \_\_\_\_\_

Given Unanimous Consent to Proceed to a third reading this \_\_\_\_\_ day of May 2020; Motion No. \_\_\_\_\_

Read for the third time on this \_\_\_\_\_ day of May 2020; Motion No. \_\_\_\_\_

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Mayor Terry Leslie

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Chief Administrative Officer, Linda Nelson



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>May 4, 2020</b>
<b>SUBJECT</b>	<b>Bylaw 2020-06 "2020 Tax Rate Bylaw"</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Corporate Services</b>
<b>AGENDA ITEM</b>	<b>6.2</b>

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### **BACKGROUND/PROPOSAL:**

The Town of Sundre Council must pass a property tax bylaw annually. In order to give residents ample time to submit payments prior to the June 30<sup>th</sup> tax deadline, it is preferred that the Tax Rate Bylaw be passed as soon as possible.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

See attached Report to Council for further details

### **ALIGNMENT WITH STRATEGIC PLAN**

The passing of an annual property tax bylaw is a regulatory requirement. In addition, it aligns with Council's strategic priority of Financial Stability.

### **ADMINISTRATION RECOMMENDATIONS:**

Administration recommends the Town of Sundre Council approve Bylaw 2020-06 "2020 Tax Rate Bylaw" as presented, with a 0% mill rate increase, for all three readings.

### **MOTION:**

That the Town of Sundre Council give first reading to Bylaw 2020-06 the 2020 Tax Rate Bylaw.

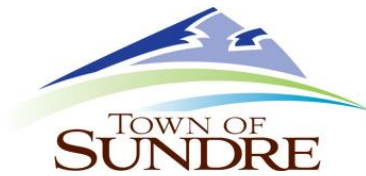
That the Town of Sundre Council give second reading to Bylaw 2020-06 the 2020 Tax Rate Bylaw.

That the Town of Sundre Council give Unanimous Consent for Third and Final Reading to Bylaw 2020-06 the Tax Rate Bylaw.

That the Town of Sundre Council give third and final reading to Bylaw 2020-06 the Tax Rate Bylaw.

Date Reviewed: April 30, 2020

CAO: Amiea Nelson



## REPORT TO COUNCIL

**COUNCIL DATE:** May 4, 2020

**SUBJECT:** Bylaw 2020-06 "2020 Tax Rate Bylaw"

**ORIGINATING DEPARTMENT:** Corporate Services

**AGENDA ITEM:** 6.2a

### **BACKGROUND/PROPOSAL:**

Division 2 – Property Tax of the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26* sets out the requirements for the setting of a tax rate bylaw.

Section 353(1) requires "Each council must pass a property tax bylaw annually."

Section 353(2) sets out what the revenue raised in taxes can be used for: "The property tax bylaw authorizes the council to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of the expenditures and transfers set out in the budget of the municipality, and the requisitions.

Section 354(1) requires any tax rate bylaw to "...must set and show separately all of the tax rates that must be imposed under this Division to raise the revenue required under section 353(2)."

Section 355 provides direction on how to calculate the tax rate by "dividing the amount of revenue required by the total assessment of all property on which that tax rate is to be imposed."

Section 356 provides direction on how to calculate the amount of tax to be raised on "a property is calculated by multiplying the assessment for the property by the tax rate to be imposed on that property."

On December 16, 2019, Motion No. 422-16-12-19 was passed and the Town of Sundre Council moved to re-affirm the adoption the 2019-2022 Four-Year Operating Budget and Ten-Year Capital Plan with total expenditures of \$8,834,964 and total operational revenues of \$5,155,621 leaving \$3,679,343 to be raised through taxation, Fortis Franchise Fee, MSI operating grant and Restricted Surplus Accounts where identified.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

As part of the 2020 approved budget, it is estimated there is a 1.76% cost increase over the 2019 budget, in addition the 2019 Bank of Canada inflation percentage closed at 2.30%. Based on an increased assessment value due to new construction, the Town of Sundre is able to maintain a mill rate of 8.388 for Residential and 12.378 for Non-Residential. For each 0.5% change to the proposed rate, there would be a compounding \$17,769 budget effect projected for the year.

Due to the recent pandemic, the Province of Alberta has maintained the mandatory ASFF Requisition rate at the 2019 level. This decision, in addition to the over-estimation of the ASFF payment requirement for 2019, is expected to produce a small reduction in the average property owners ASFF portion of the 2020 tax levy. Unfortunately, this amount will offset the almost 50% increase in the required requisition from Mountain View Seniors Housing.

As the 2019-2022 budget has been a transition to a new process and is in the second year of a new four-year budgeting cycle, close examination of budget to actual variances will continue to occur throughout the cycle, in order to continually improve the accuracy of future projections.

### **ALIGNMENT WITH STRATEGIC PLAN**

The passing of an annual property tax bylaw is a regulatory requirement. In addition, it aligns with Council's strategic priority of Financial Stability.

### **ADMINISTRATION RECOMMENDATIONS:**

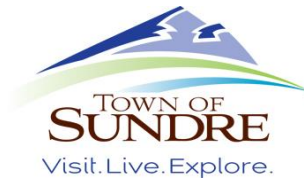
Administration recommends the Town of Sundre Council approve Bylaw 2020-06 "2020 Tax Rate Bylaw" as presented for all three readings.

### **COSTS/SOURCE OF FUNDING:**

Not Applicable

### **ATTACHMENTS:**

Bylaw 2020-06 "Tax Rate Bylaw"



**TOWN OF SUNDRE  
BYLAW NO. 2020-06**

**A BYLAW OF THE TOWN OF SUNDRE TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST THE ASSESSABLE PROPERTY WITHIN THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA FOR THE 2020 TAXATION YEAR.**

**WHEREAS**, the Town of Sundre in the Province of Alberta has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the Council meeting held on December 16, 2019; and

**WHEREAS**, the estimated municipal expenditures and transfers set out in the budget for the Town of Sundre for 2020 total \$8,834,964; and

**WHEREAS**, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$5,380,621 and the balance of \$3,454,343 to be raised by general municipal taxation; and

**WHEREAS**, the estimated amount required for current year capital expenditures to be raised by general municipal taxation is \$0; and

**WHEREAS**, the requisitions are:

Alberta School Foundation Fund (ASFF)	
Residential/Farmland	\$ 763,171
Less 2019 over-estimation	\$ (29,702)
Non-Residential	\$ 310,417
Less 2019 over-estimation	\$ (15,334)
Designated Industrial Properties	\$ 975
Mountain View Seniors Housing	\$ 145,117
Municipal Operations & Debt Charges	<u>\$3,454,343</u>
	<u>\$4,628,987</u>

**WHEREAS**, the Council of the Town of Sundre is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and requisitions; and;

**WHEREAS**, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M26, Revised Statutes of Alberta, 2000; and

**WHEREAS**, the assessed value of all property in the Town of Sundre as shown on the assessment roll is:

	<u>Assessment</u>
Residential	\$293,426,230
Non-Residential	\$ 88,244,560
Farmland	\$ 158,670
Machinery and Equipment	<u>\$ 77,040</u>
	<u><b>\$381,906,500</b></u>

**NOW THEREFORE** under the authority of the Municipal Government Act, the Council of the Town of Sundre, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Town of Sundre:

<b>Municipal (non-annexed properties)</b>	Tax Rate	Assessment	Tax Levy
Residential	8.388	\$293,426,230	\$2,461,260
Farmland	8.388	\$ 158,670	\$ 1,331
Non-Residential	12.378	\$ 88,244,560	\$1,092,292
Machinery & Equipment	12.378	<u>\$ 77,040</u>	<u>\$ 954</u>
<b>Total Municipal Tax Levied</b>		<b>\$381,906,500</b>	<b>\$3,555,837</b>
<b>ASFF</b>			
ASFF Residential/Farmland	2.499	\$293,584,900	\$ 733,669
ASFF Non-Residential	3.358	<u>\$ 87,897,890</u>	<u>\$ 295,162</u>
		<b>\$381,482,790</b>	<b>\$1,028,831</b>
<b>Designated Industrial Properties</b>	0.076	<b>\$ 12,821,930</b>	<b>\$ 975</b>
<b>Mountain View Seniors Housing</b>	0.381	<b>\$381,559,830</b>	<b><u>\$ 145,375</u></b>
<b>Grand Total</b>			<b><u>\$4,731,018</u></b>

2. That this bylaw shall take effect on the date of the third and final reading.

Read for a first time on this \_\_\_\_\_ day of May 2020; Motion No. \_\_\_\_\_

Read for the second time on this \_\_\_\_\_ day of May 2020; Motion No. \_\_\_\_\_

Given Unanimous Consent to Proceed to a third reading this \_\_\_\_\_ day of May 2020; Motion No. \_\_\_\_\_

Read for the third time on this \_\_\_\_\_ day of May 2020; Motion No. \_\_\_\_\_

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Mayor Terry Leslie

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Chief Administrative Officer, Linda Nelson





## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>May 4, 2020</b>
<b>SUBJECT</b>	<b>Appointment to Committee</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>8.1</b>

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### **BACKGROUND/PROPOSAL:**

Administration has advertised for members of the public to sit on the Events and Festival Committee and the Fundraising Committee, and there is a vacancy on the Vision for Sundre Committee.

The Terms of Reference for committees under Bylaw 2020-03 Establishment of Committees of Council state that Council will appointment members to Committees and Sub-committees.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

Mr. Jason Bird has contacted the Town with interest in sitting on the Events and Festival Committee.

Ms. Maria Gamelin has met with CAO Linda Nelson and would like to sit on the Vision for Sundre Committee.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Priority 4. Financial Stability

*Goal 4.2 Continue to promote and encourage year-round tourism opportunities for Sundre & District.*

### **ADMINISTRATION RECOMMENDATIONS:**

That Council appoint Mr. Jason Bird to the Events and Festival Committee.

That Council appoint Ms. Maria Gamelin to the Vision for Sundre Committee.

### **MOTION:**

That the Town of Sundre Council appoint Mr. Jason Bird to the Events and Festival Committee.

That the Town of Sundre Council appoint Ms. Maria Gamelin to the Vision for Sundre Committee.

Date Reviewed: April 30, 2020

CAO: Linda Nelson



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>May 4, 2020</b>
<b>SUBJECT</b>	<b>National Public Works Week</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>8.2</b>

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### **BACKGROUND/PROPOSAL:**

The American Public Works Association (APWA), Alberta Chapter is seeking Council's support to recognize and promote the 60<sup>th</sup> Annual National Public Works Week May 17-23, 2020.

This year's theme is "The Rhythm of Public Works."

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

Please find attached a letter from Garry Webster, APWA President.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Plan Priority 3. Community Well-being  
3.3 Continue to work with and value community groups.

### **ADMINISTRATION RECOMMENDATIONS:**

That Council proclaim May 17-23, 2020 as National Public Works Week.

### **MOTION:**

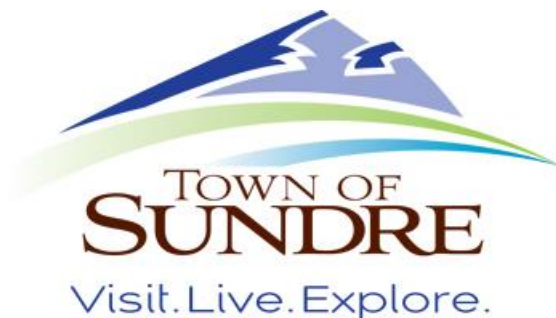
That the Town of Sundre Council proclaim the week of May 17-23, 2020 as "Public Works Week" on behalf of the citizens of Sundre.

### **ATTACHMENTS:**

Letter of March 9, 2020  
Proclamation

Date Reviewed: April 30, 2020

CAO: Amie Nelson



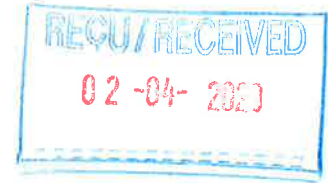
*"It Starts Here"*  
 PROCLAMATION  
 PUBLIC WORKS WEEK  
 May 17-23, 2020

- WHEREAS:** public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of the Town of Sundre; and,
- WHEREAS:** these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,
- WHEREAS:** it is in the public interest for the citizens, civic leaders and children in the Town of Sundre, to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities; and,
- WHEREAS:** the year 2020 marks the 60<sup>th</sup> annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association be it now,
- RESOLVED,** I, Terry Leslie, on behalf of the Council of the Town of Sundre in the Province of Alberta do hereby designate the week May 17-23, 2020 as National Public Works Week; I urge all citizens to join with representatives of the American Public Works Association/Canadian Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

Dated this 4<sup>th</sup> day of May 2020

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Terry Leslie, Mayor



March 9, 2020

**Attention: Honourable Mayors,  
Members of Council and Chief Administrative Officers**

**Re: National Public Works Week, May 17-23, 2020 – “The Rhythm of Public Works”**

The APWA Alberta Chapter is seeking your support to recognize and promote National Public Works Week (NPWW) by acknowledging May 17-23, 2020 as National Public Works Week in your community. This year's theme is “The Rhythm of Public Works”.

National Public Works Week is observed each year during the third full week of May and this is the 60th year. This year's exciting poster challenges our members and their citizens to think about their communities as a symphony of essential services, working in concert create a great place to live. Every community has a rhythm, a heartbeat that reflects its essence and tempo of life. Public Works' keeps a community's rhythm moving by providing an orchestra of infrastructure services in transportation, water, wastewater, and stormwater treatment, public buildings and spaces, parks, and grounds, emergency management and first response, solid waste, and right-of-way management. Public Works provides the harmony needed for collaboration with all the stakeholders in capital projects, infrastructure solutions, and quality of life services.

The APWA encourages public works agencies and professionals to take the opportunity to celebrate the week by parades, displays of public works equipment, high school essay contests, open houses, programs for civic organizations and media events. The occasion is marked each year with scores of resolutions and proclamations from Mayors and Premiers and raises the public's awareness of public works issues and increases confidence in public works agencies like yours who are dedicated to improving the quality of life for present and future generations.

For your convenience, I have attached a sample Council proclamation that you may consider using. You may wish to go to [www.publicworks.ca](http://www.publicworks.ca) for a digital copy of the proclamation and information about this year's theme and resources on making your Public Works Week a success. Also please consider entering your event for our annual awards as well as the National Public Works Week award from CPWA. [www.cpwa.net](http://www.cpwa.net) If you have any further questions or require any additional information, please do not hesitate to contact Jeannette Austin, Executive Director at 403.990.2792. Thank you for making a difference.

Please note that declarations should be forwarded to  
[office@publicworks.ca](mailto:office@publicworks.ca) or by mail to:  
APWA Alberta Chapter  
PO BOX 44095 Garside Postal Outlet  
EDMONTON AB T5V 1N6

Yours truly,

A handwritten signature in black ink, appearing to read 'Garry Webster'.

Garry Webster, APWA President





May 17 – 23, 2020

**“The Rhythm of Public Works”**

**Provincial/Territorial Proclamation (SAMPLE)**

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of **[insert Province/Territory]**; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in **[Insert Canada -or- Province/Territory]** to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2020 marks the 60<sup>th</sup> annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association be it now,

RESOLVED, I, **[Insert Full Name of Premier]**, **[Insert Premier -or- other title]** of **[Insert Province/Territory]**, do hereby designate the week May 17 – 23, 2020 as National Public Works Week; I urge all citizens to join with representatives of the American Public Works Association/Canadian Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the **[Province/Territory]** of **[Insert Province/Territory]** (to be affixed),

DONE at the **[City/Town/Rural Municipality]** of **[Insert City/Town/Rural Municipality]**, **[Insert Province/Territory]** this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

**[Insert Full Name of Premier]**

**[SEAL]**





## Celebrate Public Works Week May 17 – 23, 2020 The Rhythm of Public Works

### Proclamation

Ensure that your Municipality proclaims or recognizes NPWW! See our website for digital copy of proclamation  
[www.publicworks.ca](http://www.publicworks.ca)

## What You Can Do

### Environmental Campaign

Develop a week of activities to improve the community's environment. Show the many ways public works departments contribute to your community's environmental health.

#### Thought starters:

- Invite garden clubs, civic groups, historic preservation societies, schools and scouting councils to join you in an environmental project, or suggest a project of their own.
- Organize a tree-planting ceremony, recycling drive, public grounds clean-up or free, safe disposal of oversized items and household hazardous wastes.
- Launch a campaign to solicit organizations to adopt a highway or public park.

### Public Works Exhibit

Create an exhibit to spotlight your organization's recent successes and emphasize how they benefit all citizens. Arrange to display your exhibit at libraries, community centers and shopping malls. You may be able to take advantage of a captive audience by exhibiting at a scheduled community event.

#### Thought starters:

- Feature public works equipment, display photos of facilities and provide information on upcoming public works projects.
- Show a film or video of public works in action.
- When practical, have a representative from various departments staff the exhibit to answer questions and provide information.

### Rodeo/Equipment Shop

Display equipment your department uses in day-to-day operations. Give public works employees the opportunity to show the skill required to operate public works equipment.

#### Thought starters:

- Select a location with high visibility such as a parking lot, city park, or public gathering place. Allow adequate time to research and reserve a location.
- Invite elected officials to participate in an activity during the event.
- Sponsor a regional contest and challenge other municipalities to a test of skills necessary to operate a backhoe, garbage pickup, forklift and lawn tractor.
- Emphasize safety; highlight the cost-effective measures and unique features of your equipment and vehicles.
- Have representatives from various departments show equipment and answer questions.



### **Open House or Tour**

An open house or tour offers participants a new perspective on public works and gives professionals an opportunity to discuss the daily operation at their facility. It also is a good time to gather community members' opinions of public works projects and services.

#### **Thought starters:**

- Plan the open house in conjunction with a dedication ceremony, an anniversary, or a celebration of a completed project.
- Select employees to serve as ambassadors or tour guides.
- Provide a forum for citizens to learn about various departments and their functions.
- Develop a survey to gather attendees' opinions about a public works project or service of importance to your organization.

### **Employee Appreciation Day**

Acknowledge the many accomplishments public works employees contribute throughout the year with a special recognition event.

#### **Thought starters:**

- Sponsor a banquet to recognize outstanding performance, special achievements, safety records and attendance. Award honourees with a gift registration to a seminar, an engraved plaque, a special proclamation or a cash award.
- Include family members of honourees.
- Invite elected officials.
- Hold your event in a public works facility. For example, host a barbecue in an equipment garage.

### **Sporting Event**

Healthy people are happy people. Promote healthful living by sponsoring a sporting event.

#### **Thought starters:**

- Plan the route of a race to end at a facility or project you believe deserves attention.
- Sponsor a golf tournament and arrange for the proceeds to be dedicated to a public works project, such as the purchase of playground equipment in a community park.
- Sponsor a public works night at an organized or professional sporting event. Arrange for a message about public works to be announced during the game.

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For further information see our website: [www.publicworks.ca](http://www.publicworks.ca)

Or contact Jeannette Austin

Executive Director

[admin@publicworks.ca](mailto:admin@publicworks.ca)



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>May 4, 2020</b>
<b>SUBJECT</b>	<b>Proclamation National Volunteer Week and set date for Volunteer Appreciation Event, September 2020</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Community Services</b>
<b>AGENDA ITEM</b>	<b>8.3</b>

---

### **BACKGROUND/PROPOSAL:**

Community Services and Greenwood Neighbourhood Place (GNP) is seeking Council's support to recognize and promote National Volunteer Week, April 19-25, 2020 (retroactive), and support for a Volunteer Appreciation Event proposed for September 2020. Date to be determined.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

An Appreciation Event planned for Tuesday, April 21, has been postponed to September due to COVID-19 restrictions in regard to social distancing and the number of people allowed at a gathering. Community Services is proposing the following three (3) dates for the event in September:

Friday, September 18<sup>th</sup>  
Friday, September 25<sup>th</sup>; or  
Saturday, September 26<sup>th</sup>.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Plan Priority 3. Community Well-being  
3.3 Continue to work with and value community groups.

### **ADMINISTRATION RECOMMENDATIONS:**

That Council proclaim retroactively, April 19-25, 2020 as National Volunteer Week, and by consensus direct Community Services to schedule the Volunteer Appreciation Event for one (1) of the proposed dates.

### **MOTION:**

That the Town of Sundre Council proclaim the week of April 19 - 25 2020 as "National Volunteer Week" on behalf of the citizens of Sundre and to schedule the 2020 Volunteer Appreciation Event for September \_\_\_\_\_, 2020.

### **ATTACHMENTS:**

Proclamation

Date Reviewed: April 30, 2020

CAO: *Amick Nubun*



# IT'S TIME TO APPLAUD THIS COUNTRY'S VOLUNTEERS

## PROCLAMATION

**WHEREAS**, 12.7 million Canadian volunteers give their time to help others, contributing close to 2 billion volunteer hours per year; and

**WHEREAS**, volunteers in *Sundre* mentor our children, feed our hungry, comfort our lonely, beautify our green spaces, and fundraise for our charitable organizations; and

**WHEREAS**, *Sundre's* volunteers are young, old, families, workers, retirees, men and women of all ages and backgrounds; and

**WHEREAS**, the collective result of the work done by our city's volunteers is that *Sundre* is a more desirable place to live; and

**WHEREAS**, organizations in *Sundre* that rely on volunteers include but are not limited to such fundamental organizations as, *Greenwood Neighbourhood Place, Sundre and District Rodeo Association, Royal Canadian Legion, Sundre and District Hospital, Sundre and District Historical Society, Sundre Hospital Futures, Sundre Library, Sundre Search and Rescue, Vision for Sundre Committee, Sundre and District Aquatic Society*; and

**NOW, THEREFORE**, I, *Terry Leslie*, Mayor of the *Town of Sundre*, do hereby proclaim April 19-25, 2020, as National Volunteer Week, and urge my fellow citizens to recognize the crucial role played by volunteers in our community.

Dated this 4<sup>th</sup> day of May 2020

\_\_\_\_\_  
Terry Leslie, Mayor





## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>May 4, 2020</b>
<b>SUBJECT</b>	<b>Q4 2019 Pro-Forma Financial Report</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Corporate Services</b>
<b>AGENDA ITEM</b>	<b>8.4</b>

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### **BACKGROUND/PROPOSAL:**

Attached are the quarterly schedules outlining the revenues and expenses for each department, cash balances, Restricted Surplus provisions and capital expenditures as at December 31, 2019.

### **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 2018, as well as corresponding budget information. Excluding surpluses generated by utilities, 2019 indicates a surplus of approximately \$360,000. Of this amount, there are pending 2020 expenditures totaling \$110,000 for in-progress initiatives such as Planning & Development studies, legislative and human resource related legal consultations, Council remuneration and information technology infrastructure.

Cash Balances: There is approximately \$2.6M in the operating account, which is a \$2.5M decrease over the previous quarter ending balance due to expenditures for capital projects and normal operating expenses. There is also approximately \$845k in investment accounts and \$6.2M in Restricted Surplus identified accounts, for total holdings of just over \$9.75M

Restricted Surplus Accounts: The resources identified are not intended to reflect a specific bank account balance, as they may incorporate various accounts or investments.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Priority 1. Sustainable Governance

- 1.1 Improve communication and transparency with our stakeholders.

### **ADMINISTRATION RECOMMENDATIONS:**

That Council accept the 2019 4<sup>th</sup> Quarter Financial Reports, as information.

### **MOTION:**

That the Town of Sundre Council accept the Q4 2019 Pro-Forma Financial Report, as information.

Date Reviewed: <u>April 30, 2020</u> CAO: <u>Linda Nelson</u>
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TOWN OF SUNDRE  
CASH STATEMENT  
Month Ending December 2019

	TOTAL
Net Balance at End of Previous Month	3,340,427.19
ADD: Receipts for the Month	714,945.47
Sub-Total	4,055,372.66
LESS: Disbursements for the Month	1,402,168.51
Net Balance at End of Month	2,653,204.15
Bank Balance at End of Month	2,667,995.98
ADD: Outstanding Deposits	18,549.77
ADD: Outstanding Transfers to Bank	0.00
Sub-Total	2,686,545.75
LESS: Outstanding Cheques	26,503.69
LESS: Unrecorded Deposit to Bank	6,837.91
Balance at End of Month	2,653,204.15

INVESTMENTS	
31 Day Municipal Notice Demand Account	103,028.99
90 Day Municipal Notice Demand Account	742,859.26
T-Bill 0.5% - OPEN (CB-25)-RESTRICTED for NOBLEFERN	2,813.01
TOTAL INVESTMENTS	848,701.26

RESTRICTED SURPLUS ACCOUNTS	
Account Name	Amount
GAS RESTRICTED SURPLUS	717,028.38
OFF-SITE LEVY RESTRICTED SURPLUS	311,673.47
GENERAL RESTRICTED SURPLUS	409,401.61
ARENA RESTRICTED SURPLUS	184,092.15
PARKS RESTRICTED SURPLUS	55,986.25
WATER/WASTEWATER RESTRICTED SURPLUS	708,683.81
RECREATION & CULTURE RESTRICTED SURPLUS	15,735.40
BYLAW RESTRICTED SURPLUS	22,252.20
OUTDOOR RECREATION RESTRICTED SURPLUS	30,308.59
ROADS RESTRICTED SURPLUS	522,264.73
FIRE DONATIONS RESTRICTED SURPLUS	23,492.04
COMMUNITY SERVICES RESTRICTED SURPLUS	10,525.57
GREENWOOD CAMPGROUND RESTRICTED SURPLUS	72,835.30
SUNDRE COMMUNITY CENTER RESTRICTED SURPLUS	65,394.16
TRAILS RESTRICTED SURPLUS	73,783.61
MOUNTAIN VIEW SENIORS' HOUSING RESTRICTED SURPLUS	21,647.78
ECONOMIC DEVELOPMENT RESTRICTED SURPLUS	99,885.21
SOLID WASTE RESTRICTED SURPLUS	242,967.14
JOINT PARK EQUIPMENT RESTRICTED SURPLUS	7,585.11
SUNDRE GOLF SOCIETY FUNDS	54,949.01
PLANNING & DEVELOPMENT	353,361.13
FIRE OPERATING RESTRICTED SURPLUS	56,748.46
FIRE (TOWN) RESTRICTED SURPLUS	532,986.49
FIRE (MVC) RESTRICTED SURPLUS	571.48
INFRASTRUCTURE RESTRICTED SURPLUS	256,143.76
FLEET RESTRICTED SURPLUS	348,373.20
MUNICIPAL RESTRICTED SURPLUS CASH-IN-LIEU RESTRICTED SURPLUS	63,472.93
TOTAL TOWN RESTRICTED SURPLUS	5,262,148.97
RIVER BANK STABILIZATION RESTRICTED SURPLUS	26,512.97
MSI CAPITAL RESTRICTED SURPLUS	647,394.63
FEDERAL GAS TAX FUND (FGTF) RESTRICTED SURPLUS	276,462.74
FRIAA FIRESMART RESTRICTED SURPLUS	36.28
MSI OPERATING RESTRICTED SURPLUS	35,611.25
TOTAL GRANT RESTRICTED SURPLUS	986,017.87
TOTAL RESTRICTED SURPLUS	6,248,166.84

TOTAL INVESTMENTS & RESTRICTED SURPLUS 7,096,868.10

Town of Sundre Capital Project Listing As at December 31, 2019						8.4b
Approval Date	Motion #	Project Description	Source of Funding	Estimated Project Cost	Total Spent to Date	Comments
2011		Red Deer River Bank Stabilization	Provincial Municipal Affairs Grant	2,400,000.00	2,287,053.15	In-stream work completed. Applied for an extension to Sep 2021 and extension was granted. Additional testing & landscaping required in upcoming years. Funding for over-budget from interest earned.
		Fish Habitat Compensation Requirement	Provincial Municipal Affairs Grant		133,000.24	
				2,400,000.00	2,420,053.39	
Nov 21/16	366/16	Way-Finding Signage	Municipal New Projects RSA	35,000.00	33,471.96	All approvals granted from AT, signs ordered and received, early winter may delay full installation by Town staff. To be completed in 2020.
Nov 21/16	366/16	Upgrade Centre Street	Municipal Lifecycling RSA	95,000.00	95,000.00	To be completed in 2020. Landscaping and small dificiencies still to be completed
			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	Gazebo	Municipal New Projects RSA	13,000.00	13,000.00	Project lead turned over to local resident. Add'l \$3,000 funding added per 2019 - 2028 Capital Plan. Project completed, waiting for final accounting from project lead.
Feb 12/18	65/18	Enhanced Trail Connections	Federal Gas Tax Fund	70,000.00	4,369.00	on-going project, trail signage in 2019 with add'l \$20,000 funding per 2019 - 2028 Capital Plan
Feb 12/18	65/18	Facility Roofing Upgrades	Municipal Lifecycling RSA	230,000.00	163,785.00	Shop & S.C.C roofs complete, Fire station & Town Office complete, minor deficiencies to be rectified in spring 2020
Feb 12/18	65/18	Main Avenue West	Debentures	1,688,700.00	1,483,000.00	Completed in 2019.
			Municipal Lifecycling RSA	420,014.00	756,547.26	
			MSI Capital	650,000.00	650,000.00	
			Total	2,758,714.00	2,889,547.26	
Sept 24/18	385/18	Fire Dept AFRRCS Radios	Fire Capital RSAs	182,122.47	207,536.26	Completed in 2019. Original quote did not include additional configuration and attachments requested by Fire Department
19-Mar-2019	124-18-03-19	Fire Dept - replace unit 590 Rescue Trailer	Fire Capital RSAs	33,433.00	36,863.81	Complete
19-Mar-2019	124-18-03-19	Fire Dept - replace unit 581 ATV Utility Cart	Fire Capital RSAs	20,000.00		
19-Mar-2019	124-18-03-19	Solar Powered Portable Message Sign	Municipal New Projects RSA	30,280.00	30,802.98	Complete

19-Mar-2019	124-18-03-19	Old Town Shop Remediation	Municipal Lifecycling RSA	105,000.00	18,247.23	
19-Mar-2019	124-18-03-19	replace unit 139	Municipal Lifecycling RSA	40,000.00	35,249.25	complete
19-Mar-2019	124-18-03-19	articulating blade for loader	Municipal New Projects RSA	20,000.00	22,100.00	Complete
19-Mar-2019	124-18-03-19	Blue, Green & Black cart replacements	Utilities Lifecycling RSA	35,000.00	34,296.68	complete
19-Mar-2019	124-18-03-19	fencing at Community Services	Municipal New Projects RSA	9,535.00	9,890.00	complete
19-Mar-2019	124-18-03-19	replace ice resurfacers	Municipal Lifecycling RSA	75,000.00	72,222.00	complete
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	657,636.41	budget increased by \$190,000 per motion 279-24-06-19
19-Mar-2019	124-18-03-19	Main Avenue (phase 2)	Municipal Lifecycling RSA	400,065.00	3,994.35	
			MSI Capital	280,000.00	280,000.00	
			MSI Capital	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	1,591,194.35	
10-Jun-2019	249-10-06-19	Centre Street S. parking	land sale proceeds	28,500.00	27,537.10	complete

**TOWN OF SUNDRE**  
**2019 Restricted Surplus Continuity Schedule**  
**As at December 31, 2019**

<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	556,209.98	7,899.63	13,250.00	-	-	577,359.61
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	2,695,059.51	40,878.20	100,000.00	(715,065.00)	-	2,120,872.71
C.2	Utility Infrastructure Lifecycling	3,039,626.20	32,198.13	485,000.00	(1,145,000.00)	-	2,411,824.33
D.1	Municipal Cash-in-Lieu	62,248.17	1,224.76	-	-	-	63,472.93
D.2	Shared Fire - Capital	711,741.99	14,564.68	115,000.00	(211,669.83)	-	629,636.84
D.3	Shared Fire - Operating	78,692.21	1,548.29	22,172.70	-	-	102,413.20
D.4	Sundre Golf Society	53,888.73	1,060.28	-	-	-	54,949.01
D.5	Transportation Off-Site Levy	-	-	-	-	-	-
D.6	Water Off-Site Levy	305,659.55	6,013.92	-	-	-	311,673.47
D.7	Wastewater Off-Site Levy	-	-	-	-	-	-
D.8	Storm Drainage Off-Site Levy	-	-	-	-	-	-
<b>Totals</b>		<b>7,503,126.34</b>	<b>105,387.89</b>	<b>764,607.70</b>	<b>(2,071,734.83)</b>	<b>-</b>	<b>6,301,387.10</b>

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

**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**SUMMARY**

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2019</u> <u>YTD</u>	<u>2018</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>(Over) / Under Budget</u>
<b>Taxes and Other Revenue</b>								
Municipal Taxes	-	4,562,052	-	(46,164)	4,515,888	4,377,913	3,425,739	1,090,149
FortisAlberta Franchise Fee	44,327	43,023	45,765	48,739	181,854	164,995	160,000	21,854
MSI - Operating	-	-	-	34,957	34,957	32,200	30,000	4,957
<b>Total Taxes and Other Revenue</b>	<b>44,327</b>	<b>4,605,075</b>	<b>45,765</b>	<b>37,532</b>	<b>4,732,699</b>	<b>4,575,108</b>	<b>3,615,739</b>	
<b>Less Interest, Requisitions and Transfers</b>								
ASFF & MVSH Requisitions	(308,068)	(285,696)	(284,691)	(247,634)	(1,126,089)	(1,108,502)	-	(1,126,089)
Interest on Long-Term Debt	(59,266)	(46,511)	(58,688)	(42,233)	(206,698)	(176,033)	(205,000)	(1,698)
2009 Annexation Costs - MVC	-	-	(34,925)	-	(34,925)	(34,926)	-	(34,925)
FortisAlberta Infrastructure Reserve Transfer	-	-	-	-	-	-	-	-
<b>Total Taxes and Other Revenue for Operations</b>	<b>(323,007)</b>	<b>4,272,868</b>	<b>(332,539)</b>	<b>(252,335)</b>	<b>3,364,987</b>	<b>3,255,647</b>	<b>3,410,739</b>	
<b>Net Operational Excess/(Shortfall)</b>								
11 - Legislative	(50,783)	(74,713)	(79,054)	(114,580)	(319,130)	(358,219)	(413,300)	94,170
12 - Corporate Services	(41,095)	(109,036)	8,931	(166,332)	(307,532)	(283,032)	(445,578)	138,046
17 - Census	-	-	-	-	-	-	-	-
18 - Elections	-	-	-	-	-	-	-	-
21 - Municipal Enforcement	(15,264)	(21,269)	(27,042)	(33,612)	(97,187)	(66,811)	(114,365)	17,178
23 - Fire	24,034	14,002	7,978	(100,830)	(54,816)	(31,561)	(68,308)	13,492
24 - Emergency Management	(4,727)	(7,764)	(3,532)	(18,000)	(34,023)	(25,950)	(44,823)	10,800
26 - Animal Control	954	(8,364)	(4,473)	(9,139)	(21,022)	(19,047)	(19,880)	(1,142)
32 - Roads	(94,941)	(37,737)	(126,293)	(94,533)	(353,504)	391,332	(412,223)	58,719
35 - Shop	(65,636)	(73,209)	(46,601)	96,697	(88,749)	(274,870)	(58,849)	(29,900)
41 - Water	88,482	91,066	109,695	81,335	370,578	464,035	336,034	34,544
42 - WasteWater	69,205	109,477	143,257	49,372	371,311	290,725	251,488	119,823
43 - Solid Waste	29,278	18,257	9,498	4,382	61,415	132,061	106,690	(45,275)
51 - FCSS	-	-	(32,770)	-	(32,770)	52,009	(32,770)	-
61 - Planning & Development	(55,171)	(52,399)	(71,384)	(222,691)	(401,645)	(130,546)	(433,320)	31,675
63 - Economic Development	8,249	(57,729)	(128,817)	(73,771)	(252,068)	(229,755)	(281,560)	29,492
75 - Library	(12,222)	(67,807)	(31,737)	(15,749)	(127,515)	(127,160)	(128,001)	486
77 - Sundre Community Centre	(13,404)	16,339	(14,955)	(18,340)	(30,360)	(38,248)	(35,995)	5,635
80 - Arena	(38,169)	67,329	(83,927)	(83,647)	(138,414)	(127,785)	(137,233)	(1,181)
82 - Greenwood Campground	(9,927)	(8,354)	13,328	(17,283)	(22,236)	(22,563)	(39,082)	16,846
84 - Parks	(36,043)	8,506	(55,006)	(55,154)	(137,697)	(191,666)	(151,496)	13,799
85 - Recreation & Culture	79,154	18,435	(81,116)	(69,403)	(52,930)	47,098	(68,881)	15,951
86 - Community Services	(28,146)	19,381	(55,301)	(49,594)	(113,660)	(97,407)	(126,277)	12,617
87 - Trails	(10,173)	16,015	(9,127)	(11,587)	(14,872)	(10,536)	(27,710)	12,838
89 - Outdoor Recreation	(16,169)	17,082	(22,588)	(14,837)	(36,512)	(56,383)	(50,369)	13,857
91 - Gas	227,533	(7,676)	101,296	(12,260)	308,893	402,737	253,144	55,749
<b>Total Net Operational Excess/(Shortfall)</b>	<b>35,019</b>	<b>(130,168)</b>	<b>(479,740)</b>	<b>(949,556)</b>	<b>(1,524,445)</b>	<b>(311,542)</b>	<b>(2,142,664)</b>	
<b>Year End Surplus/(Deficit)</b>	<b>(287,988)</b>	<b>4,142,700</b>	<b>(812,279)</b>	<b>(1,201,891)</b>	<b>1,840,542</b>	<b>2,944,105</b>	<b>1,268,075</b>	

**Town of Sundre**  
**2019 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>2019</u> <u>YTD</u>	<u>2018</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<b>Variance (Budget V. Actual)</b> <b>Over / (Under) Budget</b>
Revenues								
Municipal Taxes	-	4,562,052	-	(46,164)	4,515,888	4,377,913	3,425,739	1,090,149
FortisAlberta Franchise Fee	44,327	43,023	45,765	48,739	181,854	164,995	160,000	21,854
MSI - Operating	-	-	-	34,957	34,957	32,200	30,000	4,957
Expenses								
Requisitions	(308,068)	(285,696)	(284,691)	(247,634)	(1,126,089)	(1,108,502)	-	(1,126,089)
Interest on Long-Term Debt	(59,266)	(46,511)	(58,688)	(42,233)	(206,698)	(176,033)	(205,000)	(1,698)
2009 Annexation Costs - MVC	-	-	(34,925)	-	(34,925)	(34,926)	-	(34,925)
FortisAlberta Infrastructure Reserve Transfer	-	-	-	-	-	-	-	-
Surplus (Deficit)	(323,007)	4,272,868	(332,539)	(252,335)	3,364,987	3,255,647	3,410,739	



**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**11 - Legislative Services**

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2019</u> <u>YTD</u>	<u>2018</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<b>Variance (Budget V. Actual) Over / (Under) Budget</b>
Revenues	434	-	-	-	434	6,530	-	434
Expenses								
Salaries & Wages	(37,999)	(61,124)	(64,368)	(89,851)	(253,342)	(290,406)	(310,300)	56,958
Contracted Services	(208)	(670)	(194)	(6,262)	(7,334)	(21,950)	(24,500)	17,166
Materials & Supplies	(13,010)	(12,919)	(14,492)	(18,467)	(58,888)	(52,393)	(78,500)	19,612
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(50,783)	(74,713)	(79,054)	(114,580)	(319,130)	(358,219)	(413,300)	

**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**12 - Corporate Services**

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2019</u> <u>YTD</u>	<u>2018</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / (Under) Budget</u>
Revenues	56,849	22,547	109,874	(7,745)	181,525	158,937	114,000	67,525
Expenses								
Salaries & Wages	(18,765)	(24,000)	(27,895)	(34,153)	(104,813)	(115,146)	(166,253)	61,440
Contracted Services	(26,174)	(56,439)	(32,687)	(77,118)	(192,418)	(148,852)	(165,700)	(26,718)
Materials & Supplies	(47,627)	(46,766)	(36,718)	(41,255)	(172,366)	(158,158)	(206,300)	33,934
Utilities	(5,378)	(4,378)	(3,643)	(6,061)	(19,460)	(19,813)	(21,325)	1,865
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(41,095)	(109,036)	8,931	(166,332)	(307,532)	(283,032)	(445,578)	

**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**18 - Elections**

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2019</u> <u>YTD</u>	<u>2018</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / (Under) Budget</u>
Revenues	-	-	-	-	-	-	-	-
Expenses								
Salaries & Wages	-	-	-	-	-	-	-	-
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	-	-	-	-	-	-	-	-

**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**21 - Municipal Enforcement**

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2019</u> <u>YTD</u>	<u>2018</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / (Under) Budget</u>
Revenues	8,851	7,236	4,492	3,252	23,831	23,646	13,500	10,331
Expenses								
Salaries & Wages	(15,439)	(25,312)	(29,469)	(35,498)	(105,718)	(74,595)	(108,035)	2,317
Contracted Services	(244)	(935)	(120)	-	(1,299)	(1,465)	(550)	(749)
Materials & Supplies	(8,432)	(2,258)	(1,945)	(1,366)	(14,001)	(14,397)	(19,280)	5,279
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(15,264)	(21,269)	(27,042)	(33,612)	(97,187)	(66,811)	(114,365)	

**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**23 - Fire Services**

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2019</u> <u>YTD</u>	<u>2018</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<b>Variance (Budget V. Actual)</b> <b>Over / (Under) Budget</b>
Revenues	85,324	83,694	72,459	71,122	312,599	320,042	336,070	(23,471)
Expenses								
Salaries & Wages	(6,965)	(11,199)	(12,341)	(81,484)	(111,989)	(108,556)	(108,512)	(3,477)
Contracted Services	(17,784)	(16,371)	(15,464)	(19,805)	(69,424)	(70,514)	(77,893)	8,469
Materials & Supplies	(32,789)	(38,067)	(33,505)	(66,039)	(170,400)	(158,209)	(203,609)	33,209
Utilities	(3,752)	(4,055)	(3,171)	(4,624)	(15,602)	(14,324)	(14,364)	(1,238)
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	24,034	14,002	7,978	(100,830)	(54,816)	(31,561)	(68,308)	

**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**24 - Emergency Management**

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2019</u> <u>YTD</u>	<u>2018</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / (Under) Budget</u>
Revenues	-	-	4,050	500	4,550	23,780	-	4,550
Expenses								
Salaries & Wages	(3,977)	(6,231)	(7,067)	(8,986)	(26,261)	(25,822)	(27,523)	1,262
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	(750)	(1,533)	(515)	(9,514)	(12,312)	(23,908)	(17,300)	4,988
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(4,727)	(7,764)	(3,532)	(18,000)	(34,023)	(25,950)	(44,823)	

**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**26 - Animal Control**

	<u><b>Q1</b></u>	<u><b>Q2</b></u>	<u><b>Q3</b></u>	<u><b>Q4</b></u>	<u><b>2019 YTD</b></u>	<u><b>2018 YTD</b></u>	<u><b>YTD Budget</b></u>	<u><b>Variance (Budget V. Actual) Over / (Under) Budget</b></u>
Revenues	5,345	328	303	48	6,024	6,793	6,700	(676)
Expenses								
Salaries & Wages	-	-	-	(310)	(310)	(384)	-	(310)
Contracted Services	(4,300)	(8,600)	(4,675)	(8,375)	(25,950)	(24,750)	(25,350)	(600)
Materials & Supplies	(91)	(92)	(101)	(502)	(786)	(706)	(1,230)	444
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	954	(8,364)	(4,473)	(9,139)	(21,022)	(19,047)	(19,880)	

**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**32 - Roads**

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2019</u> <u>YTD</u>	<u>2018</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / (Under) Budget</u>
Revenues	21,012	99,663	27,126	52,126	199,927	928,005	168,500	31,427
Expenses								
Salaries & Wages	(60,306)	(71,741)	(84,657)	(96,783)	(313,487)	(237,765)	(302,083)	(11,404)
Contracted Services	(18,517)	(12,870)	(6,315)	(15,854)	(53,556)	(116,827)	(86,500)	32,944
Materials & Supplies	(10,694)	(12,431)	(22,315)	21,039	(24,401)	(30,696)	(42,140)	17,739
Utilities	(26,436)	(40,358)	(40,132)	(55,061)	(161,987)	(151,385)	(150,000)	(11,987)
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(94,941)	(37,737)	(126,293)	(94,533)	(353,504)	391,332	(412,223)	



**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**35 - Shop**

	<u><b>Q1</b></u>	<u><b>Q2</b></u>	<u><b>Q3</b></u>	<u><b>Q4</b></u>	<u><b>2019 YTD</b></u>	<u><b>2018 YTD</b></u>	<u><b>YTD Budget</b></u>	<u><b>Variance (Budget V. Actual) Over / (Under) Budget</b></u>
Revenues	-	-	-	165,000	165,000	6,192	165,000	-
Expenses								
Salaries & Wages	(4,845)	(5,969)	(6,115)	(7,623)	(24,552)	(23,281)	(22,457)	(2,095)
Contracted Services	(4,428)	(8,874)	(6,441)	(13,312)	(33,055)	(75,902)	(33,145)	90
Materials & Supplies	(54,230)	(56,243)	(32,827)	(45,035)	(188,335)	(173,678)	(160,747)	(27,588)
Utilities	(2,133)	(2,123)	(1,218)	(2,333)	(7,807)	(8,201)	(7,500)	(307)
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(65,636)	(73,209)	(46,601)	96,697	(88,749)	(274,870)	(58,849)	

**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**41 - Water**

	<u><b>Q1</b></u>	<u><b>Q2</b></u>	<u><b>Q3</b></u>	<u><b>Q4</b></u>	<u><b>2019 YTD</b></u>	<u><b>2018 YTD</b></u>	<u><b>YTD Budget</b></u>	<u><b>Variance (Budget V. Actual) Over / (Under) Budget</b></u>
Revenues	210,813	224,463	242,526	257,379	935,181	939,078	896,000	39,181
Expenses								
Salaries & Wages	(43,629)	(52,865)	(62,722)	(71,151)	(230,367)	(239,948)	(220,166)	(10,201)
Contracted Services	(8,541)	(20,371)	(7,001)	(112,807)	(148,720)	(96,295)	(171,200)	22,480
Materials & Supplies	(54,312)	(39,774)	(43,673)	38,618	(99,141)	(53,084)	(87,100)	(12,041)
Utilities	(15,849)	(20,387)	(19,435)	(30,704)	(86,375)	(85,716)	(81,500)	(4,875)
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	88,482	91,066	109,695	81,335	370,578	464,035	336,034	

**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**42 - WasteWater**

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2019</u> <u>YTD</u>	<u>2018</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / (Under) Budget</u>
Revenues	148,363	233,263	227,707	211,128	820,461	760,392	730,200	90,261
Expenses								
Salaries & Wages	(41,482)	(50,044)	(59,486)	(66,868)	(217,880)	(228,203)	(210,737)	(7,143)
Contracted Services	(11,669)	(30,454)	(9,650)	(91,840)	(143,613)	(116,002)	(159,125)	15,512
Materials & Supplies	(11,745)	(25,717)	335	21,185	(15,942)	(58,105)	(41,600)	25,658
Utilities	(14,262)	(17,571)	(15,649)	(24,233)	(71,715)	(67,357)	(67,250)	(4,465)
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	69,205	109,477	143,257	49,372	371,311	290,725	251,488	

**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**43 - Solid Waste**

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2019 YTD</u>	<u>2018 YTD</u>	<u>YTD Budget</u>	<u>Variance (Budget V. Actual) Over / (Under) Budget</u>
Revenues	80,879	80,727	80,698	80,796	323,100	334,001	323,200	(100)
Expenses								
Salaries & Wages	(9,577)	(10,872)	(12,504)	(13,809)	(46,762)	(46,033)	(50,160)	3,398
Contracted Services	(18,267)	(27,793)	(34,939)	(38,824)	(119,823)	(119,323)	(118,100)	(1,723)
Materials & Supplies	(110)	(158)	(111)	(134)	(513)	(1,025)	(250)	(263)
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(23,647)	(23,647)	(23,646)	(23,647)	(94,587)	(35,559)	(48,000)	(46,587)
Surplus (Deficit)	29,278	18,257	9,498	4,382	61,415	132,061	106,690	

**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**51 - FCSS**

	<u><b>Q1</b></u>	<u><b>Q2</b></u>	<u><b>Q3</b></u>	<u><b>Q4</b></u>	<u><b>2019 YTD</b></u>	<u><b>2018 YTD</b></u>	<u><b>YTD Budget</b></u>	<u><b>Variance (Budget V. Actual) Over / (Under) Budget</b></u>
Revenues	25,305	75,210	16,203	16,203	132,921	218,267	2,750	130,171
Expenses								
Salaries & Wages	-	-	-	-	-	-	-	-
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	(2,436)	-	-	-	(2,436)	(3,003)	(2,750)	314
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(22,869)	(75,210)	(48,973)	(16,203)	(163,255)	(163,255)	(32,770)	(130,485)
Surplus (Deficit)	-	-	(32,770)	-	(32,770)	52,009	(32,770)	

**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**61 - Planning & Development**

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2019</u> <u>YTD</u>	<u>2018</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<b>Variance (Budget V. Actual)</b> <b>Over / (Under) Budget</b>
Revenues	11,307	31,036	16,117	2,830	61,290	260,556	85,800	(24,510)
Expenses								
Salaries & Wages	(57,003)	(66,957)	(75,437)	(100,671)	(300,068)	(208,633)	(324,434)	24,366
Contracted Services	(3,581)	(13,533)	(8,708)	(122,967)	(148,789)	(177,211)	(173,066)	24,277
Materials & Supplies	(5,894)	(2,945)	(3,356)	(1,883)	(14,078)	(5,258)	(21,620)	7,542
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(55,171)	(52,399)	(71,384)	(222,691)	(401,645)	(130,546)	(433,320)	

**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**63 - Economic Development**

	<u><b>Q1</b></u>	<u><b>Q2</b></u>	<u><b>Q3</b></u>	<u><b>Q4</b></u>	<u><b>2019 YTD</b></u>	<u><b>2018 YTD</b></u>	<u><b>YTD Budget</b></u>	<b>Variance (Budget V. Actual) Over / (Under) Budget</b>
Revenues	57,562	11,060	1,430	12,649	82,701	70,359	39,750	42,951
Expenses								
Salaries & Wages	(29,898)	(41,292)	(45,123)	(44,886)	(161,199)	(168,305)	(171,335)	10,136
Contracted Services	-	(126)	(80)	(7,269)	(7,475)	(15,540)	(11,000)	3,525
Materials & Supplies	(19,415)	(21,361)	(79,414)	(3,115)	(123,305)	(91,530)	(96,475)	(26,830)
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	(6,010)	(5,630)	(31,150)	(42,790)	(24,739)	(42,500)	(290)
Surplus (Deficit)	8,249	(57,729)	(128,817)	(73,771)	(252,068)	(229,755)	(281,560)	

**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**75 - Library**

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2019</u> <u>YTD</u>	<u>2018</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / (Under) Budget</u>
Revenues	27,397	75,785	39,216	43,942	186,340	195,203	-	186,340
Expenses								
Salaries & Wages	(28,362)	(30,170)	(39,074)	(33,441)	(131,047)	(141,055)	-	(131,047)
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(11,257)	(113,422)	(31,879)	(26,250)	(182,808)	(181,308)	(128,001)	(54,807)
Surplus (Deficit)	(12,222)	(67,807)	(31,737)	(15,749)	(127,515)	(127,160)	(128,001)	



**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**77 - Sundre Community Centre**

	<u><b>Q1</b></u>	<u><b>Q2</b></u>	<u><b>Q3</b></u>	<u><b>Q4</b></u>	<u><b>2019 YTD</b></u>	<u><b>2018 YTD</b></u>	<u><b>YTD Budget</b></u>	<u><b>Variance (Budget V. Actual) Over / (Under) Budget</b></u>
Revenues	22,679	51,566	16,768	21,362	112,375	110,731	115,800	(3,425)
Expenses								
Salaries & Wages	(11,307)	(13,019)	(15,228)	(13,802)	(53,356)	(54,867)	(56,654)	3,298
Contracted Services	(442)	(685)	(161)	(1,965)	(3,253)	(8,302)	(9,500)	6,247
Materials & Supplies	(13,522)	(11,943)	(6,813)	(9,296)	(41,574)	(42,615)	(42,050)	476
Utilities	(10,812)	(9,580)	(9,521)	(14,639)	(44,552)	(43,195)	(43,591)	(961)
Transfers to Local Organizations		-	-	-	-	-	-	-
Surplus (Deficit)	(13,404)	16,339	(14,955)	(18,340)	(30,360)	(38,248)	(35,995)	

**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**80 - Arena**

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2019</u> <u>YTD</u>	<u>2018</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / (Under) Budget</u>
Revenues	46,930	135,202	95	38,109	220,336	235,563	237,500	(17,164)
Expenses								
Salaries & Wages	(42,998)	(50,125)	(58,196)	(65,811)	(217,130)	(203,648)	(211,549)	(5,581)
Contracted Services	(4,655)	(2,946)	(2,202)	(9,078)	(18,881)	(19,113)	(20,770)	1,889
Materials & Supplies	(19,352)	(5,420)	(18,252)	(24,775)	(67,799)	(85,592)	(91,497)	23,698
Utilities	(18,094)	(9,382)	(5,372)	(22,092)	(54,940)	(54,995)	(50,917)	(4,023)
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(38,169)	67,329	(83,927)	(83,647)	(138,414)	(127,785)	(137,233)	

**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**82 - Greenwood Campground**

	<u><b>Q1</b></u>	<u><b>Q2</b></u>	<u><b>Q3</b></u>	<u><b>Q4</b></u>	<u><b>2019 YTD</b></u>	<u><b>2018 YTD</b></u>	<u><b>YTD Budget</b></u>	<b>Variance (Budget V. Actual) Over / (Under) Budget</b>
Revenues	390	10,958	37,577	-	48,925	51,125	54,700	(5,775)
Expenses								
Salaries & Wages	(5,497)	(6,351)	(7,386)	(7,851)	(27,085)	(26,671)	(27,389)	304
Contracted Services	(1,000)	(8,613)	(8,787)	(6,824)	(25,224)	(28,699)	(33,770)	8,546
Materials & Supplies	(2,823)	(2,596)	(4,181)	(416)	(10,016)	(10,369)	(25,340)	15,324
Utilities	(997)	(1,752)	(3,895)	(2,192)	(8,836)	(7,949)	(7,283)	(1,553)
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(9,927)	(8,354)	13,328	(17,283)	(22,236)	(22,563)	(39,082)	

**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**84 - Parks**

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2019 YTD</u>	<u>2018 YTD</u>	<u>YTD Budget</u>	<u>Variance (Budget V. Actual) Over / (Under) Budget</u>
Revenues	-	65,750	1,650	749	68,149	8,396	72,050	(3,901)
Expenses								
Salaries & Wages	(32,493)	(38,646)	(45,330)	(45,551)	(162,020)	(153,653)	(152,771)	(9,249)
Contracted Services	-	(575)	(1,205)	(3,437)	(5,217)	(4,855)	(10,800)	5,583
Materials & Supplies	(3,550)	(18,023)	(10,121)	(6,915)	(38,609)	(41,554)	(59,975)	21,366
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(36,043)	8,506	(55,006)	(55,154)	(137,697)	(191,666)	(151,496)	

**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**85 - Recreation & Culture**

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2019</u> <u>YTD</u>	<u>2018</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>Variance (Budget V. Actual)</u> <u>Over / (Under) Budget</u>
Revenues	143,135	82,416	-	-	225,551	311,623	207,043	18,508
Expenses								
Salaries & Wages	-	-	-	-	-	-	-	-
Contracted Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	(63,981)	(63,981)	(81,116)	(69,403)	(278,481)	(264,525)	(275,924)	(2,557)
Surplus (Deficit)	79,154	18,435	(81,116)	(69,403)	(52,930)	47,098	(68,881)	

**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**86 - Community Services**

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2019 YTD</u>	<u>2018 YTD</u>	<u>YTD Budget</u>	<u>Variance (Budget V. Actual) Over / (Under) Budget</u>
Revenues	200	76,152	-	7,272	83,624	46,311	81,700	1,924
Expenses								
Salaries & Wages	(16,007)	(19,184)	(22,187)	(24,098)	(81,476)	(82,520)	(83,877)	2,401
Contracted Services	(1,000)	(734)	(1,885)	(3,000)	(6,619)	(7,840)	(7,000)	381
Materials & Supplies	(11,339)	(20,731)	(4,029)	(5,571)	(41,670)	(28,255)	(47,600)	5,930
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	(16,122)	(27,200)	(24,197)	(67,519)	(25,103)	(69,500)	1,981
Surplus (Deficit)	(28,146)	19,381	(55,301)	(49,594)	(113,660)	(97,407)	(126,277)	

**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**87 - Trails**

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2019</u> <u>YTD</u>	<u>2018</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<b>Variance (Budget V. Actual)</b> <b>Over / (Under) Budget</b>
Revenues	-	25,000	1,350	-	26,350	25,536	25,000	1,350
Expenses								
Salaries & Wages	(6,577)	(8,969)	(10,477)	(8,950)	(34,973)	(31,302)	(32,830)	(2,143)
Contracted Services	-	-	-	(495)	(495)	(495)	(5,000)	4,505
Materials & Supplies	(3,596)	(16)	-	(2,142)	(5,754)	(4,275)	(14,880)	9,126
Utilities	-	-	-	-	-	-	-	-
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(10,173)	16,015	(9,127)	(11,587)	(14,872)	(10,536)	(27,710)	

**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**89 - Outdoor Recreation**

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2019</u> <u>YTD</u>	<u>2018</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<b>Variance (Budget V. Actual)</b> <b>Over / (Under) Budget</b>
Revenues	-	36,866	(303)	-	36,563	20,763	36,300	263
Expenses								
Salaries & Wages	(13,481)	(18,450)	(21,553)	(14,091)	(67,575)	(69,595)	(68,729)	1,154
Contracted Services	(147)	(942)	(703)	(771)	(2,563)	(3,652)	(2,500)	(63)
Materials & Supplies	(2,541)	(392)	(29)	25	(2,937)	(3,899)	(14,600)	11,663
Utilities	-	-	-	-	-	-	(840)	840
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	(16,169)	17,082	(22,588)	(14,837)	(36,512)	(56,383)	(50,369)	



**Town of Sundre**  
**2019 Quarterly Pro-Forma Statement of Revenue and Expenses**

**91 - Gas**

	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>2019</u> <u>YTD</u>	<u>2018</u> <u>YTD</u>	<u>YTD</u> <u>Budget</u>	<b>Variance (Budget V. Actual)</b> <b>Over / (Under) Budget</b>
Revenues	465,390	272,466	234,053	422,440	1,394,349	1,304,266	1,391,750	2,599
Expenses								
Salaries & Wages	(54,225)	(70,208)	(83,385)	(95,680)	(303,498)	(288,937)	(295,050)	(8,448)
Contracted Services	(10,778)	(2,424)	(608)	(107,664)	(121,474)	(69,205)	(119,250)	(2,224)
Materials & Supplies	(171,183)	(206,419)	(47,981)	(204,337)	(629,920)	(515,600)	(694,306)	64,386
Utilities	(1,671)	(1,091)	(783)	(27,019)	(30,564)	(27,787)	(30,000)	(564)
Transfers to Local Organizations	-	-	-	-	-	-	-	-
Surplus (Deficit)	227,533	(7,676)	101,296	(12,260)	308,893	402,737	253,144	



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>May 4, 2020</b>
<b>SUBJECT</b>	<b>2020 Property Tax Deferrals</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Corporate Services</b>
<b>AGENDA ITEM</b>	<b>8.5</b>

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### **BACKGROUND:**

On March 23, 2020, the Government of Alberta announced the deferral of the education portion of the 2020 property tax applicable to non-residential properties. On April 15, 2020 staff attended a webinar hosted by the government to better understand the requirements of the announcement. This is a mandatory requirement applicable to all non-residential properties, intended to provide a benefit equivalent to the net cash flow effect of a deferral of payment until September 30, 2020.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

See attached Report to Council for further details.

### **ALIGNMENT WITH STRATEGIC PLAN**

Deferral of the education portion of the 2020 property tax applicable to non-residential properties is a minimum legislated requirement. In addition, the options align with Council's strategic priorities of Community Well-being and Financial Stability.

### **OPTIONS/ALTERNATIVES:**

- Waive July 1, 2020 penalties on the education portion for non-residential properties
- Waive July 1, 2020 penalties on the full amount outstanding for non-residential properties
- Waive July 1, 2020 penalties on the full amount outstanding for all properties
- Waive July 1, 2020 & Oct 1, 2020 penalties on the education portion for non-residential
- Waive July 1, 2020 & Oct 1, 2020 on the full amount outstanding for non-residential
- Waive July 1, 2020 & Oct 1, 2020 on the full amount outstanding for all properties

### **ADMINISTRATION RECOMMENDATIONS:**

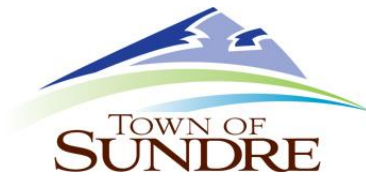
Administration recommends that Council waive July 1<sup>st</sup> penalties on all outstanding amounts for all property tax accounts.

### **MOTION:**

That the Town of Sundre Council by Resolution approve the waiver of the penalties on the \_\_\_\_\_ portion of outstanding property tax accounts to be applied on \_\_\_\_\_ for \_\_\_\_\_ properties.

Date Reviewed: April 30, 2020

CAO: Amela Nebes

**REPORT TO COUNCIL**

<b>COUNCIL DATE</b>	<b>May 4, 2020</b>
<b>SUBJECT</b>	<b>2020 Property Tax Deferrals</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Corporate Services</b>
<b>AGENDA ITEM</b>	<b>8.5a</b>

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**BACKGROUND:**

On March 23, 2020, the Government of Alberta announced the deferral of the education portion of the 2020 property tax applicable to non-residential properties. On April 15, 2020 staff attended a webinar hosted by the government to better understand the requirements of the announcement. This is a mandatory requirement applicable to all non-residential properties, intended to provide a benefit equivalent to the net cash flow effect of a deferral of payment until September 30, 2020.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

A deferral is the delay in the normal enforcement for nonpayment by a specified date. The Town of Sundre's normal enforcement is to apply penalties on the amount outstanding as at the dates of July 1<sup>st</sup>, October 1<sup>st</sup> and January 1<sup>st</sup>. Therefore, not charging penalties on a specified date would be a deferral of payment to the following penalty date. The government has indicated it is encouraging those who are able to pay within the normal deadlines to do so and the education payments to the government for residential properties will still be required on the normal schedule. Staff have been researching which potential solutions are feasible within the restrictions of our bylaws, systems and processes. Combining the request of the government for timely payments and the recommendations of staff, it has been concluded that changing due dates is not a viable solution and it is impossible to have separate due dates for residential versus non-residential properties. Therefore, our normal process for the creation of property tax assessment and notification will remain the same, and notices to property owners will display the normal payment information and due dates. Administration has evaluated three possible scenarios and the risks in terms of incorporating the requirements, supporting all ratepayers, loss of budgeted penalty revenue, reductions to cash flow and loss of interest revenue.

- 1) Comply with the minimum government requirement and do not charge July 1<sup>st</sup> penalties only on the education portion of outstanding tax balances for non-residential properties.

Risks: This will not alleviate a significant portion of the cash flow distress experienced by some non-residential property owners. The loss of revenues and cash flow implications are non-existent even in the worst-case scenario where all non-residential property owners delay payment, as the Province is delaying collection of the non-residential portion until December 2020.

- 2) Do not charge the July 1<sup>st</sup> penalties on the full outstanding 2020 tax balances for the approximately 180 non-residential properties.

Risks: Residential property owners who are experiencing financial difficulties will not be assisted. The loss of budgeted penalty revenue and interest revenue is estimated to be \$10,000 for the 3 months. The Town would typically expend \$1.0M in cash during a quarter, which is approximately equivalent to the total municipal portion of the non-residential tax levy. Therefore, if every non-residential account delayed full payment until the end of the third quarter the Town would be required to utilize all operating funds by the end of the third quarter and rely on all the non-residential payments to fund the expenditures of the fourth quarter.

- 3) Do not charge the July 1<sup>st</sup> penalties on any outstanding tax balances for all properties.

Risks: Under the worst-case scenario, where all property owners delay payment until September 30, 2020, the Town would experience a loss of revenue of approximately \$35,000. Also, under this scenario, the expenditures would still equate to \$1.0M which the Town would not have the tax revenues to support until the following quarter and it would be necessary to utilize Restricted Surplus funds on a temporary basis to be returned once payments are received. However, this worst-case is unlikely and it would be assumed that a maximum of 25% of property owners delay payment. In such a case, there would be a \$10,000 decline in revenue and fourth quarter expenditures will be covered by the delayed payments.

All options can be extended through future penalty deadlines at Council's discretion as part of this decision or a future decision as the situation warrants, with the caveat that such extensions would create a compounding increase in the risks identified above.

#### **ALIGNMENT WITH STRATEGIC PLAN**

Deferral of the education portion of the 2020 property tax applicable to non-residential properties is a minimum legislated requirement. In addition, the options align with Council's strategic priorities of Community Well-being and Financial Stability.

#### **OPTIONS/ALTERNATIVES:**

- Waive July 1, 2020 penalties on the education portion for non-residential properties
- Waive July 1, 2020 penalties on the full amount outstanding for non-residential properties
- Waive July 1, 2020 penalties on the full amount outstanding for all properties
- Waive July 1, 2020 & Oct 1, 2020 penalties on the education portion for non-residential
- Waive July 1, 2020 & Oct 1, 2020 on the full amount outstanding for non-residential
- Waive July 1, 2020 & Oct 1, 2020 on the full amount outstanding for all properties

#### **ADMINISTRATION RECOMMENDATIONS:**

Administration recommends that Council waive July 1<sup>st</sup> penalties on all outstanding amounts for all property tax accounts.



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>May 4, 2020</b>
<b>SUBJECT</b>	<b>Financial Scenario Planning</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Administration</b>
<b>AGENDA ITEM</b>	<b>8.6</b>

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### **BACKGROUND/PROPOSAL:**

Administration will provide a presentation on a number of Financial Scenarios for 2020.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

To be presented at Council meeting.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Priority 1. Sustainable Governance

*Goal 1.1 Improve communication and transparency with our stakeholders.*

### **ADMINISTRATION RECOMMENDATIONS:**

The Town of Sundre Council accept the Financial Scenario presentation as information.

### **MOTION:**

That the Town of Sundre Council accept the Financial Scenario presentation as information.

Date Reviewed: April 30, 2020

CAO: Amela Neba



## REQUEST FOR DECISION

**COUNCIL DATE** May 4, 2020  
**SUBJECT** "Shovel Ready" Projects  
**ORIGINATING DEPARTMENT** Administration  
**AGENDA ITEM** 9.1

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### **BACKGROUND/PROPOSAL:**

During a Town Hall meeting, the Minister of Municipal Affairs requested that Municipalities prepare a list of municipal "shovel ready" projects. The Province is considering further economic stimulus measures, including potential municipal capital projects. We currently do not have information on any stimulus requirements or conditions from the Province, nor has there been any decision on the stimulus measures proceeding at this time.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

Following is a list of the possible projects from Administration:

1. Upgrades to Greenwood Campground, including power installation and replacement of the water lines going through the berm to address potable water leakage;
2. Arena Ice Plant Room;
3. Centre Street South, including mill out and replace existing asphalt and sidewalks;
4. Extension of 2m. wide regional path to new Prairie Creek pathway;
5. Flood Berm Remediation for lift station 5;
6. Strategic Action Plan for Capital Projects to achieve year-round tourism and economic development on newly acquired land for camping/recreation. The Action Plan includes Engineering, Landscape Architecture, Planning, Phasing Plan, and possibly construction of a wetland boardwalk under Phase 1.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Priority 1. Sustainable Governance

*Goal 1.1 Improve communication and transparency with our stakeholders.*

Strategic Priority 2. Service Delivery

*Goal 2.1 Continue to promote recreational opportunities, and*

Strategic Priority 4. Financial Stability

*Goal 4.2 Continue to promote and encourage year-round tourism opportunities for Sundre & District.*

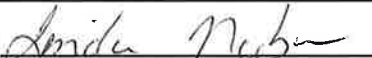
### **ADMINISTRATION RECOMMENDATIONS:**

The Town of Sundre Council direct the Chief Administrative Officer to draft a letter to the Minister of Municipal Affairs, detailing the Town of Sundre's proposed list of "shovel ready" projects.

### **MOTION:**

That Town of Sundre Council direct the Chief Administrative Officer to draft a letter to the Minister of Municipal Affairs, detailing the Town of Sundre's proposed list of "shovel ready" projects.

Date Reviewed: April 30, 2020

CAO: 



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>May 4, 2020</b>
<b>SUBJECT</b>	<b>Workshop Discussion</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Administration</b>
<b>AGENDA ITEM</b>	<b>9.2</b>

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### **BACKGROUND/PROPOSAL:**

Council Spring Workshop was originally scheduled for April 3-5, 2020. Due to COVID-19 social distancing and the number of people restricted to gatherings, the workshop was postponed.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

Some members of Council have requested a discussion regarding holding the workshop via electronic means.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Priority 1. Sustainable Governance

*Goal 1.1 Improve communication and transparency with our stakeholders.*

### **ADMINISTRATION RECOMMENDATIONS:**

At the discretion of Council.

### **MOTION:**

At the discretion of Council.

Date Reviewed: April 30, 2020

CAO: Amela Nelson



## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>May 4, 2020</b>
<b>SUBJECT</b>	<b>Emergency Management Update (verbal)</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Administration</b>
<b>AGENDA ITEM</b>	<b>9.3</b>

---

### **BACKGROUND/PROPOSAL:**

Council will be provided with a verbal update from Emergency Management.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

### **ADMINISTRATION RECOMMENDATIONS:**

That Council accept the verbal update from Emergency Management as information.

### **MOTION:**

That the Town of Sundre Council accept the verbal update from Emergency Management as information.

Date Reviewed: April 30, 2020

CAO: Amie Nelson





## REQUEST FOR DECISION

<b>COUNCIL DATE</b>	<b>May 4, 2020</b>
<b>SUBJECT</b>	<b>Correspondence</b>
<b>ORIGINATING DEPARTMENT</b>	<b>Legislative Services</b>
<b>AGENDA ITEM</b>	<b>12</b>

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### **BACKGROUND/PROPOSAL:**

Correspondence received by, and/or sent by Legislative Services during the period of March and April 2020.

### **ADMINISTRATION RECOMMENDATIONS:**

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

### **MOTION:**

That the Town of Sundre Council accept the correspondence from Alberta Justice and Solicitor General, Office of the Minister response from letter dated October 8, 2019 regarding police funding model, as information.

### **ATTACHMENTS:**

12.1 Alberta Justice and Solicitor General

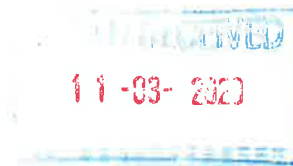
Date Reviewed: April 17, 2020

CAO: Amela Nebun



ALBERTA  
JUSTICE AND SOLICITOR GENERAL

*Office of the Minister  
MLA, Calgary - Elbow*



AR 35189

FEB 28 2020

His Worship Terry Leslie  
Mayor  
Town of Sundre  
717 Main Avenue West  
PO Box 420  
Sundre AB T0M 1X0

Dear Mayor Leslie:

Thank you for your correspondence of October 8, 2019, regarding the police funding model. I appreciate your sharing your concerns. I would like to note that we included your comments in the summary of feedback we have received and have considered your comments about issues such as the municipal financial burden and input into policing priorities, in finalizing the new police funding model. Stakeholders will be able to see that many of their concerns are reflected in changes to the test model presented during engagement. With respect to the implementation of the new funding model, I would like to provide you with some additional information.

I am pleased to say that the Government of Alberta's new police funding model will constitute a total increase in rural police funding of more than \$286 million over five years with every dollar of the additional funds invested in front-line policing. Under the cost-sharing terms in the Provincial Police Service Agreement (PPSA), Alberta pays 70 per cent of policing costs and the federal government covers the remaining 30 per cent. With the additional investment from municipalities, the federal share of the PPSA will increase as well. Revenue collected through the new model will be put into policing, leading to a substantial increase in RCMP officers and civilian positions throughout the province. This investment places priority on adding uniformed patrol officers in rural RCMP detachments and will also add members to specialized RCMP units that dismantle organized crime and drug trafficking and investigate auto and scrap metal theft. New civilian positions will assist with administrative tasks and investigative support to improve response times and help ensure officers have the support network they need to protect Albertans by spending more time on roads and in communities.

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I recognize your concerns with the idea that rural municipalities will begin paying a portion of their policing costs. Stakeholders such as the Alberta Urban Municipalities Association (AUMA) and the Rural Municipalities of Alberta (RMA) have been asking the Alberta government for many years to address police funding.

I would also like to address your question regarding the definition of a full complement of officers. The RCMP's commanding officer will continue to be responsible for delivering the police service to all of the communities who receive their service from the provincial police. As such, decisions around resource deployment, while impacted by statistics and conversations that must occur at a local level, will ultimately be the responsibility of the commanding officer. To ensure that municipalities have the ability to influence discussions on policing priorities, we are creating a provincial police advisory board with the implementation of a new funding model, which would allow regional representation from municipalities to senior management of the RCMP.

#### The engagement process

We proposed a new police funding model for a variety of reasons. The current funding model is not sustainable. Stakeholders have been asking the Alberta government for many years to address inequities in the funding model. Increased crime across rural Alberta is placing added pressure on the police and justice system. The new police funding model will not only address this inequity, but it will also help direct resources to priorities in rural Alberta.

Under the test model presented during engagement, small and rural communities (i.e., those receiving RCMP provincial policing) that have not previously paid for front-line policing would begin contributing a portion of the costs. We have taken your views on the test model to heart. On November 7, 2019, I held a webinar for municipal representatives to discuss feedback gathered on the funding model. To summarize:

- Municipalities want equalized assessment to have a lower weight than in the test model (where it is at 70 per cent);
- Municipalities want the funding model to factor in detachment distance and currently funded positions (e.g., enhanced policing positions);
- Municipalities are currently completing budgets for 2020 and forecasting for future years; there is a strong desire to have phased-in implementation of changes and for the percentage of costs to be below the 15 per cent threshold presented in the test model;
- Revenue gathered from the funding model should be reinvested in the communities that are paying for front-line policing; and
- It is critical for municipalities to have greater input into identifying policing priorities.

The new police funding model

Small and rural communities (including counties and municipal districts), with some exceptions, will begin contributing a portion of their front-line policing costs in 2020. This new cost-sharing partnership will bring small and rural municipalities into line with larger communities and cities. To give communities time to adjust, the new funding model is being phased in: communities will contribute 10 per cent of policing costs in 2020, followed by 15 per cent in 2021, 20 per cent in 2022, and 30 per cent in 2023. Communities will also no longer be billed for the full-time enhanced policing positions that they have previously funded, as the government will be absorbing this cost.

The establishment of a new Alberta Police Advisory Board will give small and rural communities policed by the RCMP a forum to discuss policing priorities with the RCMP. It will be made up of representatives from the Rural Municipalities of Alberta, the Alberta Urban Municipalities Association, and the Alberta Association of Police Governance.

The new funding model will be implemented on April 1, 2020. Municipalities can expect to receive an annual invoice for their front-line policing costs beginning in January 2021. The new funding model is sustainable and equitable while supporting public safety measures that will help protect all Albertans, no matter where they live. Policing is a “people-based” service, and I am committed to working in partnership with Albertans to create solutions that work for them.

Thank you once again for sharing your thoughts on a new police funding model. Your views and comments will be taken into consideration if changes to the funding model are implemented.

Sincerely,



Doug Schweitzer  
Minister of Justice and Solicitor General