

**TOWN OF HANNA
REGULAR COUNCIL MEETING
AGENDA
July 13, 2021**

1 CALL TO ORDER – 6:00 pm

2 ADOPTION OF THE AGENDA

3 DELEGATIONS

4 PUBLIC PRESENTATION

5 ADOPTION OF MINUTES

5.1 Minutes of the Regular Meeting of Council – June 8, 2021

5.2 Minutes of the Information Meeting of Council – June 30, 2021

6 FINANCE REPORTS

6.1 Accounts Payable

6.2 Statement of Revenues & Expenses – June 2021

6.3 Budget Overview – June 2021

6.4 Capital Budget Update – 2nd Quarter

7 COMMITTEE REPORTS

7.1 Community Services Board Meeting Minutes – June 14, 2021

8 SENIOR ADMINISTRATIVE OFFICIALS' REPORTS

8.1 Chief Administrative Officer

8.2 Director of Business & Communication

8.3 Director of Community Services

8.4 Director of Protective Services

8.5 Director of Public Works

9 BUSINESS ITEMS

- 9.01 Hanna Fire Department – 2nd Quarter Update
- 9.02 Council Information Meeting - July 28 Cancellation
- 9.03 Poppy Project – Approval of location
- 9.04 Lease Agreement Amendment – Legion
- 9.05 Columbarium Purchase
- 9.06 Province of Alberta – Non-Government Users – Cost Recovery Project
- 9.07 Doug Todd Memorial Park
- 9.08 Community Centre Renovation Plan Update

10 BYLAWS

- 10.03 Bylaw 1021-2021 – The Municipal Cemetery

11 COUNCIL REPORTS & ROUNDTABLE

12 CORRESPONDENCE ITEMS

- 12.1 Starland County Facility – Grand Opening August 5, 2021
- 12.2 Prairie Land School Division – Board Highlights – June 22,2021
- 12.3 AUMA South Update
- 12.4 Cactus Corridor Newsletter – June 2021
- 12.5 Adopt a Tree – Thank you Card – Jurgen-Bonnie Kautz
- 12.6 Village of Caroline – RCMP Support Letter
- 12.7 Town of Beaverlodge – RCMP Support Letter
- 12.8 Cypress County – RCMP Support Letter
- 12.9 Town of Thorsby – RCMP Support Letter
- 12.10 Town of Viking – RCMP Support Letter
- 12.11 Village of Rockyford – RCMP Support Letter
- 12.12 Red Deer County – RCMP Support Letter
- 12.13 Village of Milo – RCMP Support Letter
- 12.14 Village of Holden – RCMP Support Letter
- 12.15 Town of Turner Valley – RCMP Support Letter
- 12.16 City of Fort Saskatchewan – RCMP Support Letter
- 12.17 Town of Nanton – RCMP Support Letter
- 12.18 Lac La Biche County – RCMP Support Letter
- 12.19 County of Forty Mile – RCMP Support Letter
- 12.20 Town of Fairview – RCMP Support Letter
- 12.21 Village of Lougheed – RCMP Support Letter

13 CLOSED SESSION

14 ADJOURNMENT



Attachments

1. Minutes of the Regular Meeting of Council – June 8, 2021.
2. Minutes of the Information Meeting of Council – June 30, 2021.

Reviewed and Approved for Submission to Council

Prepared By:

Director of Corporate Services

Financial Review:

Director of

Chief Administrative Officer

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**TOWN OF HANNA
REGULAR COUNCIL MEETING
JUNE 8, 2021**

Minutes of a Regular Meeting of the Council of the Town of Hanna held Tuesday, June 8, 2021 at 6:00 p.m. through video conference.

Councillors Present:

Mayor Chris Warwick
Sandra Beaudoin
Gerald Campion
Connie Deadlock
Kyle Olsen
Larry Stickel

Councillor Absent:

Melanie Jensen

Administration Present:

Kim Neill – Chief Administrative Officer
Rhonda Lund – Director of Corporate Services
Laurie Armstrong – Director of Business & Communication
Gwen Snell – Director of Community Services
Adrian Mohl – Director of Protective Services
Brent Olesen – Director of Public Works

1.0 CALL TO ORDER

Mayor Chris Warwick called the meeting to order at 6:00 p.m.

2.0 ADOPTION OF AGENDA

Moved by Councillor Campion that the agenda for the June 8, 2021 Regular Council Meeting be adopted as amended with the addition of Correspondence item 12.17 Lindsay & Kevin Hein – Request to lower flags to half-mast to acknowledge the death of 215 First Nations Children.

Motion Carried.

3.0 DELEGATIONS

4.0 PUBLIC PRESENTATION

The Chief Administrative Officer confirmed no one had contacted him regarding a request to speak with Council at this meeting.

5.0 ADOPTION OF MINUTES

5.01 Minutes of the Regular Meeting of Council – May 11, 2021

156-2021
Regular Meeting
Minutes

Moved by Councillor Stickel that the Minutes of the Regular Meeting of Council held May 11, 2021 be adopted as presented.

Motion Carried.

5.02 Minutes of the Special Meeting of Council – May 26, 2021

157-2021
Regular Meeting
Minutes

Moved by Councillor Beaudoin that the Minutes of the Special Meeting of Council held May 26, 2021 be adopted as presented.

Motion Carried

5.03 Minutes of the Information Meeting of Council – May 26, 2021

158-2021
Information
Meeting Minutes

Moved by Councillor Olsen that the Minutes of the Information Meeting of Council held May 26, 2021 be adopted as presented.

Motion Carried

6.0 FINANCE REPORTS

6.01 Accounts Payable

159-2021
Accounts Payable

Moved by Councillor Deadlock that Council accepts the Accounts Payable cheque listings for general account cheques 41647 – 41694 and direct deposit payments 000277 – 000321 for information.

Motion Carried.

6.02 Statement of Revenue & Expense – May 2021

160-2021
Statement of
Revenue &
Expense

Moved by Councillor Stickel that Council accepts the Statement of Revenue & Expense Report for May 2021 for information.

Motion Carried.

6.03 Budget Overview – May 2021

161-2021
Budget Overview

Moved by Councillor Campion that Council accepts the Budget Overview for May 2021 for information.

Motion Carried.

7.0 COMMITTEE REPORTS

8.0 SENIOR ADMINISTRATIVE OFFICIALS REPORTS

- 8.01 Chief Administrative Officer
- 8.02 Director of Business & Communication
- 8.03 Director of Community Services
- 8.04 Director of Protective Services
- 8.05 Director of Public Works

162-2021
SAO Reports

Moved by Councillor Deadlock that the Senior Administrative Officials reports 8.1 to 8.5 be accepted as presented for information.

Motion Carried.

9.0 BUSINESS ITEMS

- 9.01 Palliser Intermunicipal Subdivision & Development Appeal Board – Appointment

163-2021
SDAB
Appointments

Moved by Councillor Stickel that Council appoints Mr. Gerald Campion and Mr. Kim Neill to the Palliser Intermunicipal Subdivision & Development Appeal Board for a three year term ending May 31, 2024.

Motion Carried.

- 9.02 Council Code of Conduct Complaint

164-2021
Council Code of
Conduct Complaint

Moved by Councillor Campion that Council authorizes Mayor Warwick to respond to the complainant Mr. Cory Ashley to confirm that Council has reviewed his letter dated May 18, 2021 and the corresponding material provided in support of the complaint that Councillor Kyle Olsen has violated Town of Hanna Council Code of Conduct Bylaw 994-2018 and following review of the evidence Council does not find reasonable and probable grounds for the allegation that Councillor Olsen has contravened this Bylaw and considers the matter closed.

Motion Carried.

9.03 Coal Development – Eastern Slopes

165-2021
Alberta Coal
Restriction Policy

Moved by Councillor Beaudoin that Council authorizes the Mayor to provide an Endorsement of Support on behalf of the Town of Hanna to advise that the Town supports the proposed Alberta Coal Restriction Policy as prepared by the Town of High River.

Motion Carried.

9.04 Covid-19 Operating Plan Update

166-2021
Covid-19
Operating Plan
Update

Moved by Councillor Beaudoin that Council accepts the Town of Hanna COVID-19 Operating Plan Update dated June 8, 2021 for information.

Motion Carried.

PUBLIC HEARING – Bylaws 1016-2021 & 1017-2021 – 7:00 p.m.

A joint public hearing is being held for Bylaws 1016-2021 & 1017-2021 as both bylaws refer to the same parcels of land, that being Plan 0511341, Block A, Lots 3-6 and Plan 7810701, Block A, Lot 2. Bylaw 1016-2021 is for the purpose of amending Land Use Bylaw No. 967-2012 and Bylaw 1017-2021 is for the purpose of amending Municipal Development Plan Bylaw 968-2013.

Mayor Warwick opened the Public Hearing at 7:02 p.m.

Mayor Warwick explained the rules of procedure for the Public Hearing.

Chief Administrative Officer Kim Neill confirmed that the Town of Hanna is the current owner of the property and therefore the applicant for the bylaw amendments. He provided a brief overview of Bylaws 1016-2021 and 1017-2021.

Bylaw 1016-2021 is to amend Land Use Bylaw 967-2012 by re-designating Plan 0511341, Block A, Lots 3-6 and Plan 7810701, Block A, Lot 2, in the Town of Hanna, from Highway Commercial (HWY-C) to Industrial (I) District.

Bylaw 1017-2021 is to amend the Municipal Development Plan Bylaw 968-2013 by changing a portion of the future land use map at the locations of Plan 0511341, Block A, Lots 3-6 and Plan 7810701, Block A, Lot 2 from “HWY Commercial” to “HWY Commercial/Industrial”.

Devon Diano, Senior Planner for Palliser Regional Municipal Services, reviewed the PRMS report, which provided:

- Background Information / Purpose
 - The overall intent of the proposed Bylaws is to accommodate a future development proposal for a fertilizer blending facility.
- Statutory Documents and Land Use Impacts
- Circulations and Notifications
 - The proposed bylaws have been advertised and circulated in accordance with the *Municipal Government Act* Section 606.
- Conclusion
 - Council should consider whether this area should transition to also support industrial land uses or if there is a desire to continue to prioritize this area for highway commercial investment.
 - Appropriate development permit conditions should be in place to ensure mitigation of potential offsite impacts and maintain an aesthetically pleasing gateway into the Town of Hanna.

Development Officer Adrian Mohl concurred with the comments and conclusions in the Palliser Regional Municipal Services report.

Chief Administrative Officer Neill stated that as the applicant, the Town does not have anything further to add to the hearing.

Mr. Don Francis, Director of Organics Solutions and Mr. Sukhdeep Boparai, Operations Manager from GFL Environmental Inc. were present.

Mr. Don Francis, representing GFL Environmental Inc. spoke in support of the bylaw amendments. He thanked everyone for their support and confirmed that the company is looking forward to being in the community.

There was no one present to speak in opposition to the amendments.

There were no letters received regarding the amendments.

Chief Administrative Officer Neill noted that he received a call from an adjacent landowner, Mr. Brian Maetche who asked that Council be advised that he is supportive of the amendments and pleased that Council is bringing new business to the community.

Mayor Warwick closed the Public Hearing for Bylaws 1016-2021 and 1017-2021 at 7:32 p.m.

10.0 BYLAWS

10.01 Bylaw 1016-2021, Land Use Amendment

Bylaw 1016-2021 is to amend Land Use Bylaw No. #967-2012 by re-designating Plan 0511341, Block A, Lots 3-6 and Plan 7810701, Block A, Lot 2, in the Town of Hanna, from Highway Commercial (HWY-C) to Industrial (I). This bylaw affects the properties located at 708 Highway 9 to 708D Highway 9.

167-2021
Bylaw 1016-2021
1st Reading

Moved by Councillor Beaudoin that Council gives second reading to Bylaw 1016-2021, Land Use Amendment.

Motion Carried.

168-2021
Bylaw 1016-2021
Public Hearing

Moved by Councillor Stickel that Council gives third and final reading to Bylaw 1016-2021, Land Use Amendment.

Motion Carried.

10.02 Bylaw 1017-2021, Municipal Development Plan Amendment

Bylaw 1017-2021 is a bylaw to amend the Municipal Development Plan to change a portion of the future land use map at the locations of Plan 0511341, Block A, Lots 3-6 and Plan 7810701, Block A, Lot 2 (708 – 708D Highway 9), in the Town of Hanna, from Highway Commercial to HWY Commercial/Industrial.

169-2021
Bylaw 1017-2021
1st Reading

Moved by Councillor Campion that Council gives second reading to Bylaw 1017-2021, Municipal Development Plan Amendment.

Motion Carried.

170-2021
Bylaw 1017-2021
Public Hearing

Moved by Councillor Olsen that Council gives third and final reading to Bylaw 1017-2021, Municipal Development Plan Amendment.

Motion Carried.

11.0 COUNCIL REPORTS AND ROUNDTABLE

The Mayor and Councillors provided written or verbal reports regarding meetings and events attended since the last Regular Council meeting.

171-2021
Council Reports

Moved by Councillor Campion that the Council Reports be accepted for information.

Motion Carried.

12.0 CORRESPONDENCE

- 12.01 Minister of Municipal Affairs –
Town of Hanna 2021 MSI Funding Letter
- 12.02 Alberta Japan Twinned Municipalities Association –
2021 Invoice & Save the Date
- 12.03 Village of Rycroft – Minister of Justice – Support for RCMP Police
Service – May 21
- 12.04 Cactus Corridor Newsletter 2021 05
- 12.05 Town of Falher – Letter of Support for RCMP
- 12.06 Town of Mayerthorpe – Letter of Support for RCMP
- 12.07 AUMA Towns South Update
- 12.08 Marigold Library Systems Report
- 12.09 Marigold Library Systems Hanna Municipal Library – 2020 Value
of Your Investment
- 12.10 Marigold Library Systems – 2020 Annual Report
- 12.11 Marigold Library Systems – New Building Update
- 12.12 Prairie Land School Division – Board Highlights May 25, 2021
- 12.13 Smokey Lake County – Letter of Support for RCMP
- 12.14 ID 9 – Letter of Support for RCMP
- 12.15 Stand with Asians Coalition – Action to Commemorate the 215
First Nations Children
- 12.16 Alberta Visitor Information Program Discontinuation
- 12.17 Lindsay & Kevin Hein – Request to lower flags to half-mast to
acknowledge the death of 215 First Nations Children.

Council consensus was that flags would be lowered on Town properties as soon as possible and would remain at half-mast for 9 days (215 hours) in recognition of the 215 First Nations children from the Kelowna Residential Schools.

172-2021
Correspondence

Moved by Councillor Campion that Council accepts Correspondence items 12.01 to 12.17 for information.

Motion Carried.

13.0 CLOSED SESSION

173-2021
Closed Session

Moved by Councillor Campion that Council move to Closed Session at 7:51 p.m. to discuss agenda items:

- 13.01 Land Matter as per FOIP Section 16
- 13.02 Land Matter as per FOIP Section 16.

Motion Carried.

174-2021
Regular Session

Moved by Councillor Stickel that Council move to Regular Session at 8:09 p.m.

Motion Carried.

13.01 Land Matter – Offer to Purchase

175-2021
GFL Offer to
Purchase

Moved by Councillor Beaudoin that Council authorizes the Chief Administrative Officer to enter into the offer to purchase/sale agreement between the Town of Hanna and GFL Environmental Inc. for the sale of Lot 2, Block A, Plan 7810701 & Lots 3 - 6, Block A, Plan 0511341, (708 – 708D – Highway 9 West; Tax Rolls 147700 to 147704) in the amount of \$165,000 plus GST, acknowledging that the condition of the property is being purchased “as is” to GFL Environmental Inc.

Motion Carried.

13.02 Land Matter – Development / Servicing Agreement

176-2021
GFL
Development -
Servicing
Agreement

Moved by Councillor Olsen that Council authorizes the Mayor and Chief Administrative Officer to enter into the Development-Servicing Agreement with GFL Environment for the property legally described as Plan 0511341, Block A, Lots 3-6 and Plan 7810701, Block A, Lot 2, located at 708 – 708D Highway 9 and identified as Tax Rolls 147700 - 147704 within the Town of Hanna.

Motion Carried.

14.0 ADJOURNMENT

Mayor Chris Warwick declared all business concluded and adjourned the meeting at 8:13 p.m.

These minutes approved this 13th day of July 2021.

Mayor Chris Warwick

Chief Administrative Officer
Kim Neill

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**TOWN OF HANNA
INFORMATION COUNCIL MEETING
JUNE 30, 2021**

Minutes of an Information Meeting of the Council of the Town of Hanna held Wednesday, June 30, 2021 at 8:30 a.m. through video conference.

Councillors Present:

Deputy Mayor Kyle Olsen
Sandra Beaudoin
Melanie Jensen
Larry Stichel

Councillors Absent:

Mayor Chris Warwick
Gerald Campion
Connie Deadlock

Administration Present:

Kim Neill – Chief Administrative Officer
Rhonda Lund – Director of Corporate Services
Laurie Armstrong – Director of Business & Communication
Gwen Snell – Director of Community Services
Adrian Mohl – Director of Protective Services

1.0 CALL TO ORDER

Deputy Mayor Kyle Olsen called the meeting to order at 8:31 a.m.

2.0 ADOPTION OF AGENDA

Moved by Councillor Stichel that the agenda for the June 30, 2021 Information Council Meeting be adopted as presented.

Motion Carried.

3.0 DELEGATIONS

3.01 818 Studio Ltd. – Hanna Community Development Project Update

Jennifer Koppe & Paul Conrad from 818 Studio Ltd. were in attendance to provide Council with an update on the Hanna Community Development Project with regard to the public engagement process.

Jennifer Koppe shared a power point presentation showing results from the public engagement process regarding the project.

Paul Conrad reviewed the progress regarding public engagement with the business owners on main street.

178-2021
Hanna Community
Development
Project Update

Moved by Councillor Beaudoin that Council thanks the representatives from 818 Studio Ltd. for their update on the Hanna Community Development Project.

Motion Carried.

4.0 PUBLIC PRESENTATION

No member of the public contacted the Chief Administrative Officer prior to the meeting to register for the public presentation portion of the agenda.

5.0 CHIEF ADMINISTRATIVE OFFICER REPORT

Chief Administrative Officer Neill provided a review of his written report.

6.0 BUSINESS ITEMS

6.01 Future Council Meeting Location

179-2021
Council Meetings
Venue

Moved by Councillor Stickel that as the Province of Alberta Covid-19 restrictions regarding in person meetings have been removed effective July 1, 2021, Town of Hanna Council meetings will be held in the Council Chambers at the Town Office at 302 – 2nd Avenue West effective July 13, 2021.

Motion Carried.

6.02 Poppy Project Update

180-2021
Poppy Project

Moved by Councillor Jensen that Council accepts the report on the Poppy Project proposed for Hanna Legion Park for information.

Councillor Stickel left the meeting at 9:16 am

Councillor Stickel returned to the meeting at 9:22 am

Motion Carried.

6.03 Council Information Meeting

The Chief Administrative Officer Neill and Council discussed the possibility of cancelling the Council Information Meeting scheduled for July 28, 2021. No motion was required at this meeting.

6.04 Staff – Council BBQ

Moved by Councillor Jensen that Council accepts the report from the Chief Administrative Officer regarding plans for a BBQ for Town of Hanna Staff & Council.

Motion Carried.

7.0 COUNCIL ROUNDTABLE

The Deputy Mayor and Councillors provided written or verbal reports regarding meetings and events attended since the June 8th, 2021 Regular Council meeting.

Councillor Stickel left the meeting at 9:52 am

8.0 ADJOURNMENT

Deputy Mayor Kyle Olsen declared all business concluded and adjourned the meeting at 9:53 a.m.

These minutes approved this 13th day of July 2021.

Mayor Chris Warwick

Chief Administrative Officer
Kim Neill



Town of Hanna Council Agenda Background Information and Request for Decision

Date: July 13, 2021

Agenda Item No: 06.01

Item Title

Accounts Payable

Recommended Motion

That Council accepts the accounts payable listings for general account cheques 41695 – 41746 and direct deposit payments 000322 – 000385 for information.

Background

Administration, at each regular council meeting, will provide Council with a detailed listing of the cheques processed since the previous regular council meeting for their information.

The reports are separated by cheques and direct deposits. The software program can combine both payment types, but not in ascending order. The reports are attached for your review.

Council members are encouraged to ask questions or seek clarification on any information presented.

Communications

N/A

Financial Implications

Operating:	_____ N/A _____	Capital Cost:	_____ N/A _____
Budget Available:	_____	Budget Available:	_____
Unbudgeted:	_____	Unbudgeted Costs:	_____
Source of Funds:	_____	Source of Funds:	_____

Policy and/or Legislative Implications

N/A



Attachments

1. Accounts Payable Listing – Cheques 41695 – 41746 totaling \$182,604.78.
2. Accounts Payable Listing – Direct Deposits 000322 – 000385 totaling \$136,860.97.

Reviewed and Approved for Submission to Council

Prepared By:

Director of Corporate Services

Financial Review:

Director of

Chief Administrative Officer



Town of Hanna Council Agenda Background Information and Request for Decision

Date: July 13, 2021

Agenda Item No: 06.02

Item Title

Statement of Revenue & Expense

Recommended Motion

That Council accepts the Statement of Revenue and Expense Report for June 2021 for information.

Background

Administration at each regular council meeting will provide Council with a Statement of Revenues and Expenses for the month recently concluded. This statement will reflect the financial position of the Town relative to the approved budget.

The budget figures have been updated from the 2021 Operating and Capital budgets approved by Council at the May 26, 2021 Special Council Meeting. The capital budget figures have been split from the operating in those departments where capital items are in the budget.

The statement reflects the revenues and expenses to June 30, 2021.

Council members are encouraged to ask questions or seek clarification on any information presented.

Communications

N/A

Financial Implications

Operating:	_____ N/A _____	Capital Cost:	_____ N/A _____
Budget Available:	_____	Budget Available:	_____
Unbudgeted:	_____	Unbudgeted Costs:	_____
Source of Funds:	_____	Source of Funds:	_____

Policy and/or Legislative Implications

N/A



Attachments

1. Statement of Revenue & Expense Report – June 2021.

Reviewed and Approved for Submission to Council

Prepared By:

Director of Corporate Services

Financial Review:

Director of

Chief Administrative Officer

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2021
 To 30/06/2021

Description	Account	YTD Actual	YTD Budget	YTD Variance
GENERAL MUNICIPAL				
MUNICIPAL RESIDENTIAL REAL PROPERTY T	1-01-0000-111	2,399,127.02-	2,399,124.00-	3.02
COMMERCIAL REAL PROPERTY TAX	1-01-0000-112	900,656.51-	900,657.00-	0.49-
INDUSTRIAL REAL PROPERTY TAX	1-01-0000-113	74,628.75-	74,676.00-	47.25-
FARMLAND REAL PROPERTY TAX	1-01-0000-114	1,365.92-	1,366.00-	0.08-
POWER PIPELINE & CABLE T.V.	1-01-0000-115	147,800.11-	147,754.00-	46.11
PROVINCIAL GRANTS-IN-LIEU	1-01-0000-240	92,724.60-	66,768.00-	25,956.60
PENALTY & COST ON TAX	1-01-0000-510	12,801.57-	25,500.00-	12,698.43-
CONCESSION & FRANCHISE	1-01-0000-540	209,720.53-	441,400.00-	231,679.47-
RETURN ON INVESTMENTS	1-01-0000-550	7,467.14-	71,400.00-	63,932.86-
DRAWN FROM OPERATING	1-01-0000-920	0.00	67,962.00-	67,962.00-
TOTAL GENERAL MUNICIPAL 01:		3,846,292.15-	4,196,607.00-	350,314.85-
COUNCIL REVENUE				
COUNCIL OTHER REVENUE	1-11-0000-590	0.00	5,100.00-	5,100.00-
TOTAL COUNCIL REVENUE 11:		0.00	5,100.00-	5,100.00-
GENERAL ADMINISTRATION				
ADMIN GENERAL SERVICE & SUPPLY	1-12-0000-410	2,019.95-	3,500.00-	1,480.05-
ADMIN SOUVENIR	1-12-0000-419	382.91-	5,000.00-	4,617.09-
ADMIN RENTAL & LEASE REVENUE	1-12-0000-560	10,450.00-	16,300.00-	5,850.00-
ADMIN OTHER REVENUE	1-12-0000-590	91.82-	5,000.00-	4,908.18-
ADMIN FEDERAL CONDITIONAL	1-12-0000-830	0.00	40,000.00-	40,000.00-
ADMIN PROVINCIAL CONDITIONAL GRANT	1-12-0000-840	152,833.00-	152,800.00-	33.00
ADMIN SPECIAL AREAS PROV. CONDITIONA	1-12-0000-841	0.00	200,000.00-	200,000.00-
ADMIN DRAWN FROM SURPLUS (OPERATING	1-12-0000-920	0.00	20,000.00-	20,000.00-
TOTAL GENERAL ADMINISTRATION 12:		165,777.68-	442,600.00-	276,822.32-
TAX RECOVERY PROPERTY				
TAX RECOVERY PROPERTY - LEASE	1-12-0600-560	7,000.00-	10,100.00-	3,100.00-
TOTAL TAX RECOVERY PROPERTY:		7,000.00-	10,100.00-	3,100.00-
POLICE				
POLICE PROVINCIAL FINES	1-21-0000-530	2,445.00-	11,600.00-	9,155.00-
TOTAL POLICE:		2,445.00-	11,600.00-	9,155.00-
SAFETY & RISK MANAGEMENT				
FIRE				
FIRE FIRE FIGHTING FEES	1-23-0000-410	33,762.50-	95,000.00-	61,237.50-
FIRE PROVINCIAL CONDITIONAL GRANT	1-23-0000-840	0.00	375,000.00-	375,000.00-
FIRE SPECIAL AREAS OPERATIONS GRANT	1-23-0000-850	0.00	105,386.00-	105,386.00-
TOTAL FIRE:		33,762.50-	575,386.00-	541,623.50-
FIRE - ECETP				
FIRE ECETP - DRAWN FROM SURPLUS	1-23-0200-920	0.00	8,500.00-	8,500.00-
FIRE - ECETP TOTAL:		0.00	8,500.00-	8,500.00-
EMERGENCY SERVICES				
EMERGENCY SERV PROV CONDITIONAL GRAN	1-24-0000-840	0.00	3,250.00-	3,250.00-
TOTAL DISASTER SERVICES:		0.00	3,250.00-	3,250.00-
BY-LAW ENFORCEMENT				
BY-LAW WORK BILLED TO OTHERS	1-26-0000-410	28.57-	3,000.00-	2,971.43-
BY-LAW DEVELOPMENT PERMITS	1-26-0000-520	280.00-	400.00-	120.00-
BY-LAW BUSINESS LICENSES	1-26-0000-522	18,100.00-	19,000.00-	900.00-
BY-LAW COMPLIANCE CERTIFICATES	1-26-0000-525	75.00-	200.00-	125.00-
BY-LAW FINES	1-26-0000-530	100.00-	1,000.00-	900.00-
BY-LAW OTHER REVENUE	1-26-0000-590	0.00	500.00-	500.00-
TOTAL BY-LAW ENFORCEMENT:		18,583.57-	24,100.00-	5,516.43-
DOG CONTROL				
DOG CONTROL - ANIMAL LICENSES	1-28-0000-526	4,870.00-	4,300.00-	570.00
DOG CONTROL - IMPOUND & SUSTENANCE	1-28-0000-590	0.00	100.00-	100.00-
TOTAL DOG CONTROL:		4,870.00-	4,400.00-	470.00
COMMON SERVICES				
COMMON SERV WORK BILLED TO OTHER	1-31-0000-410	0.00	4,800.00-	4,800.00-
COMMON SERV OTHER REVENUE	1-31-0000-590	0.00	300.00-	300.00-

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2021
 To 30/06/2021

Description	Account	YTD Actual	YTD Budget	YTD Variance
COMMON SERV DRAWN FROM SURPLUS (OPER	1-31-0000-920	0.00	70,000.00-	70,000.00-
	TOTAL COMMON SERVICES:	0.00	75,100.00-	75,100.00-
STREETS & ROADS				
S & R PROVINCIAL CONDITIONAL GRANT	1-32-0000-840	0.00	616,041.00-	616,041.00-
	TOTAL STREETS & ROADS:	0.00	616,041.00-	616,041.00-
AIRPORT				
AIRPORT RENTAL & LEASE REVENUE	1-33-0000-560	3,250.00-	7,900.00-	4,650.00-
AIRPORT OTHER REVENUE	1-33-0000-590	103.08-	100.00-	3.08
AIRPORT PROVINCIAL CONDITIONAL	1-33-0000-840	0.00	75,000.00-	75,000.00-
AIRPORT LOCAL GRANT	1-33-0000-850	0.00	22,165.00-	22,165.00-
	TOTAL AIRPORT:	3,353.08-	105,165.00-	101,811.92-
WATER SUPPLY & DISTRIBUTION				
WATER SALE OF WATER	1-41-0000-410	329,602.27-	1,119,400.00-	789,797.73-
WATER SERVICE CHARGES	1-41-0000-413	450.00-	1,300.00-	850.00-
WATER DRAWN FROM SURPLUS (OPERATING	1-41-0000-920	0.00	10,000.00-	10,000.00-
WATER RECOVERY FROM OPERATING - WATE	1-41-0000-963	8,758.40-	69,800.00-	61,041.60-
	TOTAL WATER SUPPLY & DISTRIBUTION:	338,810.67-	1,200,500.00-	861,689.33-
WATER LINES & DISTRIBUTION				
WATER LINES WORK BILLED TO OTHERS	1-41-0200-410	1,690.09-	0.00	1,690.09
	TOTAL WATER LINES & DISTRIBUTION:	1,690.09-	0.00	1,690.09
SANITARY SEWERS				
SEWER CHARGES	1-42-0000-410	85,079.91-	260,100.00-	175,020.09-
SEWER DRAWN FROM SURPLUS (OPERATING	1-42-0000-920	0.00	37,500.00-	37,500.00-
	TOTAL SANITARY SEWERS:	85,079.91-	297,600.00-	212,520.09-
GARBAGE COLLECTION & DISPOSAL				
GARBAGE CHARGES RESIDENTIAL	1-43-0000-410	25,201.35-	74,300.00-	49,098.65-
GARBAGE OTHER REVENUE	1-43-0000-590	70.00-	0.00	70.00
	TOTAL GARBAGE COLLECTION & DISPOSAL:	25,271.35-	74,300.00-	49,028.65-
BIG COUNTRY WASTE AUTHORITY				
REGIONAL WASTE SITE FEES	1-44-0000-410	100,468.73-	336,300.00-	235,831.27-
REGIONAL WASTE OTHER REVENUE	1-44-0000-590	0.00	100.00-	100.00-
	TOTAL BIG COUNTRY WASTE AUTHORITY:	100,468.73-	336,400.00-	235,931.27-
F.C.S.S.				
FCSS PROGRAM REVENUE	1-51-0000-402	0.00	800.00-	800.00-
FCSS VAN RENTAL	1-51-0000-561	219.89-	700.00-	480.11-
FCSS DONATIONS	1-51-0000-591	19,000.00-	0.00	19,000.00-
FCSS FEDERAL CONDITIONAL	1-51-0000-830	1,500.00-	1,500.00-	0.00
FCSS PROVINCIAL CONDITIONAL	1-51-0000-840	44,900.00-	89,798.00-	44,898.00-
	TOTAL F.C.S.S.:	65,619.89-	92,798.00-	27,178.11-
FCSS - YOUTH CLUB				
FCSS - YOUTH CLUB - DRAWN FROM SURPL	1-51-0300-920	0.00	22,000.00-	22,000.00-
	TOTAL FCSS - YOUTH CLUB:	0.00	22,000.00-	22,000.00-
CEMETERY				
CEMETERY CHARGES	1-56-0000-410	13,175.00-	13,800.00-	625.00-
CEMETERY OTHER	1-56-0000-590	41.61-	100.00-	58.39-
	TOTAL CEMETERY:	13,216.61-	13,900.00-	683.39-
COMMERCIAL OFFICE BUILDING				
COMMERCIAL OFFICE BUILDING RENT	1-61-0200-560	24,000.00-	24,000.00-	0.00
	TOTAL COMMERCIAL OFFICE BUILDING:	24,000.00-	24,000.00-	0.00
BUSINESS & COMMUNICATIONS				
BUS COM DRAWN FROM SURPLUS (OPERATIN	1-61-0400-920	0.00	10,000.00-	10,000.00-
	TOTAL BUSINESS & COMMUNICATIONS:	0.00	10,000.00-	10,000.00-
SUBDIVISION				
SUBDIVISION SALE OF LAND	1-66-0000-400	61,243.09-	0.00	61,243.09
SUBDIVISION WORK BILLED TO OTHERS	1-66-0000-410	350.00-	0.00	350.00
	TOTAL SUBDIVISION:	61,593.09-	0.00	61,593.09
RECREATION & PARKS FACILITIES				

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2021
 To 30/06/2021

Description	Account	YTD Actual	YTD Budget	YTD Variance
RECREATION SALES & SERVICE	1-72-0000-410	0.00	500.00-	500.00-
RECREATION PROGRAM REVENUE	1-72-0000-430	88.56-	1,000.00-	911.44-
RECREATION DONATIONS	1-72-0000-591	3,000.00-	0.00	3,000.00
RECREATION FEDERAL CONDITIONAL GRANT	1-72-0000-830	0.00	37,100.00-	37,100.00-
RECREATION LOCAL GRANTS	1-72-0000-850	0.00	187,000.00-	187,000.00-
RECREATION DRAWN FROM DEFERRED REVENUE	1-72-0000-930	0.00	6,100.00-	6,100.00-
RECREATION WORK BILLED TO OTHERS	1-72-0000-998	370.00-	5,400.00-	5,030.00-
TOTAL RECREATION REVENUE:		3,458.56-	237,100.00-	233,641.44-
SWIMMING POOLS				
POOL PASSES & PLUNGE CARDS	1-72-0100-410	49,995.35-	58,400.00-	8,404.65-
POOL LESSON REGISTRATIONS	1-72-0100-411	755.00-	0.00	755.00
POOL DAILY ADMISSIONS	1-72-0100-412	1,342.52-	0.00	1,342.52
POOL RETAIL SALES	1-72-0100-419	1,151.38-	3,100.00-	1,948.62-
POOL RENTAL REVENUE	1-72-0100-560	290.40-	6,100.00-	5,809.60-
POOL DONATIONS	1-72-0100-590	6.00-	83,200.00-	83,194.00-
TOTAL SWIMMING POOLS:		53,540.65-	150,800.00-	97,259.35-
ARENA				
ARENA ADVERTISING REV SIGNS	1-72-0200-410	5,036.25-	6,500.00-	1,463.75-
ARENA RENTAL REVENUE	1-72-0200-560	12,813.19-	42,300.00-	29,486.81-
ARENA LOBBY & CONCESSION RENTAL	1-72-0200-562	0.00	1,800.00-	1,800.00-
ARENA DONATIONS	1-72-0200-590	0.00	2,850.00-	2,850.00-
ARENA PROVINCIAL CONDITIONAL	1-72-0200-840	0.00	18,500.00-	18,500.00-
ARENA DRAWN FROM SURPLUS (OPERATING)	1-72-0200-920	0.00	18,500.00-	18,500.00-
TOTAL ARENA:		17,849.44-	90,450.00-	72,600.56-
CURLING RINK				
CURLING RINK SALE OF SERVICES	1-72-0400-410	0.00	22,000.00-	22,000.00-
CURLING RINK RENTAL REVENUE	1-72-0400-560	0.00	6,500.00-	6,500.00-
CURLING RINK TOTAL:		0.00	28,500.00-	28,500.00-
BALL DIAMONDS				
BALL DIAMOND REVENUE	1-72-0500-560	2,100.00-	5,100.00-	3,000.00-
TOTAL BALL DIAMONDS REVENUE:		2,100.00-	5,100.00-	3,000.00-
FOX LAKE & HELMER DAM				
FOX LAKE REVENUE	1-72-0700-410	862.29-	3,000.00-	2,137.71-
FOX LAKE RETAIL SALES - ICE & NOVELTY	1-72-0700-419	94.50-	400.00-	305.50-
FOX LAKE RENTAL REVENUE	1-72-0700-560	22,229.41-	68,300.00-	46,070.59-
TOTAL FOX LAKE & HELMER DAM:		23,186.20-	71,700.00-	48,513.80-
PARKS				
PARKS OTHER REVENUE	1-72-0800-990	600.00-	0.00	600.00
TOTAL PARKS:		600.00-	0.00	600.00
PLAYGROUND PROGRAM				
PLAYGROUND PROGRAM REVENUE	1-72-1000-410	950.00-	2,000.00-	1,050.00-
PLAYGROUND PROGRAM DONATIONS	1-72-1000-591	5,000.00-	500.00-	4,500.00
TOTAL PLAYGROUND PROGRAM:		5,950.00-	2,500.00-	3,450.00
SPRAY PARK				
SPRAY PARK DONATION	1-72-1200-560	50.00-	2,400.00-	2,350.00-
TOTAL SPRAY PARK REVENUE:		50.00-	2,400.00-	2,350.00-
HKH PIONEER PARK				
HKH PIONEER PARK REVENUE	1-72-1300-560	15,195.40-	15,195.00-	0.40
HKH DRAWN FROM SURPLUS	1-72-1300-920	0.00	8,000.00-	8,000.00-
TOTAL HKH PARK REVENUE:		15,195.40-	23,195.00-	7,999.60-
SOCCER FIELDS				
SOCCER FIELDS REVENUE	1-72-1400-560	2,100.00-	2,100.00-	0.00
TOTAL SOCCER FIELDS REVENUE:		2,100.00-	2,100.00-	0.00
LIBRARY				
LIBRARY OTHER REVENUE	1-74-0200-590	0.00	10,000.00-	10,000.00-
TOTAL LIBRARY:		0.00	10,000.00-	10,000.00-
REGIONAL COMMUNITY SERVICES CENTRE				
RCSC RENTAL REVENUE	1-74-0800-560	56.27	6,800.00-	6,856.27-

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2021
 To 30/06/2021

Description	Account	YTD Actual	YTD Budget	YTD Variance
RCSC LEASE AGREEMENT REVENUE	1-74-0800-561	0.00	18,600.00-	18,600.00-
RCSC DONATIONS / SPONSORSHIPS	1-74-0800-591	22,147.62-	19,850.00-	2,297.62
RCSC DRAWN FROM DEFERRED REVENUE	1-74-0800-930	0.00	6,142.00-	6,142.00-
RCSC FITNESS CENTRE FEE REVENUE	1-74-0801-561	1,718.94	13,000.00-	14,718.94-
TOTAL REGIONAL COMMUNITY SERVICES CENTRE:		20,372.41-	64,392.00-	44,019.59-
COMMUNITY CENTRE				
COMMUNITY CENTRE RENTAL REVENUE	1-74-0900-560	10,000.00-	17,500.00-	7,500.00-
COMMUNITY CENTRE DRAWN FROM DEF REV	1-74-0900-930	0.00	5,000.00-	5,000.00-
TOTAL COMMUNITY CENTRE:		10,000.00-	22,500.00-	12,500.00-
LIONS HALL				
LIONS HALL RENTAL REVENUE	1-74-1000-560	350.00-	1,200.00-	850.00-
LIONS HALL TOTAL:		350.00-	1,200.00-	850.00-
TOTAL REVENUE:		4,952,586.98-	8,861,384.00-	3,908,797.02-
COUNCIL				
COUNCIL WAGES	2-11-0000-110	42,363.52	85,600.00	43,236.48
COUNCIL BENEFITS	2-11-0000-130	1,758.25	4,200.00	2,441.75
COUNCIL NON T4 BENEFITS	2-11-0000-133	525.00	550.00	25.00
COUNCIL TRAVEL & SUBSISTANCE	2-11-0000-211	0.00	9,800.00	9,800.00
COUNCIL TRAINING / REGISTRATIONS	2-11-0000-212	250.00	7,700.00	7,450.00
COUNCIL GOODS	2-11-0000-500	110.00	12,800.00	12,690.00
COUNCIL OTHER (ELECTION)	2-11-0000-990	138.90	5,600.00	5,461.10
COUNCIL PUBLIC RELATIONS & PROMOTION	2-11-0000-999	414.02	3,900.00	3,485.98
TOTAL COUNCIL:		45,559.69	130,150.00	84,590.31
ADMINISTRATION				
ADMINISTRATION SALARIES	2-12-0000-110	170,422.17	314,800.00	144,377.83
ADMINISTRATION CASUAL LABOUR	2-12-0000-111	4,604.60	10,800.00	6,195.40
ADMINISTRATION EMPLOYEE BENEFITS	2-12-0000-130	12,546.48	17,100.00	4,553.52
ADMINISTRATION CASUAL BENEFITS	2-12-0000-131	324.53	800.00	475.47
ADMINISTRATION NON T4 BENEFITS	2-12-0000-133	17,993.20	33,100.00	15,106.80
ADMINISTRATION PAYROLL COSTS	2-12-0000-200	251.68	1,900.00	1,648.32
ADMINISTRATION WORKERS COMPENSATION	2-12-0000-201	5,524.27	18,400.00	12,875.73
ADMINISTRATION TRAVEL & SUBSISTANCE	2-12-0000-211	150.00	4,800.00	4,650.00
ADMINISTRATION STAFF TRAINING	2-12-0000-212	650.00	4,900.00	4,250.00
ADMINISTRATION FREIGHT & POSTAGE	2-12-0000-215	2,375.63	9,900.00	7,524.37
ADMINISTRATION TELEPHONE	2-12-0000-217	7,216.16	14,600.00	7,383.84
ADMINISTRATION ADVERTISING & PRINTIN	2-12-0000-220	3,321.09	7,500.00	4,178.91
ADMINISTRATION SUBSCRIPTION & MEMBER	2-12-0000-221	6,310.41	9,300.00	2,989.59
ADMINISTRATION AUDIT	2-12-0000-230	23,800.00	33,000.00	9,200.00
ADMINISTRATION LEGAL	2-12-0000-231	0.00	5,000.00	5,000.00
ADMINISTRATION PROFESSIONAL SERVICES	2-12-0000-232	38,176.29	150,400.00	112,223.71
ADMINISTRATION REGIONAL PLANNING SER	2-12-0000-233	32,635.06	32,635.00	0.06-
ADMINISTRATION CONTRACTED REPAIRS	2-12-0000-250	1,036.00	5,000.00	3,964.00
ADMINISTRATION INSURANCE	2-12-0000-274	14,503.14	14,500.00	3.14-
ADMINISTRATION ASSESSOR	2-12-0000-280	23,803.36	44,300.00	20,496.64
ADMINISTRATION LAND TITLES OFFICE	2-12-0000-285	906.57	1,000.00	93.43
ADMINISTRATION GOODS	2-12-0000-500	11,501.48	15,700.00	4,198.52
ADMINISTRATION GOODS - SOUVENIRS	2-12-0000-501	625.55	4,900.00	4,274.45
ADMINISTRATION POWER	2-12-0000-541	10,726.81	21,000.00	10,273.19
ADMINISTRATION GRANTS TO OTHER ORGAN	2-12-0000-770	66,801.20	127,700.00	60,898.80
ADMINISTRATION BANK CHARGES	2-12-0000-810	2,374.29	4,800.00	2,425.71
ADMINISTRATION GROSS REC TO OPER - W	2-12-0000-963	246.41	2,900.00	2,653.59
ADMINISTRATION OTHER	2-12-0000-990	2,657.32	32,000.00	29,342.68
ADMINISTRATION PUBLIC REC. - PROMOTI	2-12-0000-999	285.00	1,000.00	715.00
TOTAL ADMINISTRATION:		461,768.70	943,735.00	481,966.30
TAX RECOVERY PROPERTY				
TAX RECOVERY PROPERTY - CONTRACTED R	2-12-0600-250	0.00	2,000.00	2,000.00
TAX RECOVERY PROPERTY - INSURANCE	2-12-0600-274	287.42	290.00	2.58
TAX RECOVERY PROPERTY - HEAT	2-12-0600-540	927.56	1,800.00	872.44
TAX RECOVERY PROPERTY - POWER	2-12-0600-541	820.02	1,500.00	679.98
TRANSFER TO CAPITAL	2-12-0600-762	0.00	3,730.00	3,730.00
TAX RECOVERY PROPERTY - RECOVERIES T	2-12-0600-963	438.25	780.00	341.75
TOTAL TAX RECOVERY PROPERTY:		2,473.25	10,100.00	7,626.75
POLICE				
POLICE TRANSFERS TO PROVINCIAL GOVER	2-21-0000-340	48,500.00	48,500.00	0.00

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2021
 To 30/06/2021

Description	Account	YTD Actual	YTD Budget	YTD Variance
TOTAL POLICE:		48,500.00	48,500.00	0.00
SAFETY & RISK MANAGEMENT				
SAFETY & RISK MANAGEMENT TRAINING	2-22-0000-212	0.00	2,500.00	2,500.00
SAFETY & RISK MANAGEMENT SUBSCRIPTIO	2-22-0000-221	149.00	150.00	1.00
SAFETY & RISK MANAGEMENT CONTRACTED	2-22-0000-250	0.00	800.00	800.00
SAFETY & RISK MANAGEMENT GOODS	2-22-0000-500	0.00	1,300.00	1,300.00
TOTAL SAFETY & RISK MANAGEMENT:		149.00	4,750.00	4,601.00
FIRE				
FIRE SALARIES - DIR PROTECTIVE SERVI	2-23-0000-110	8,291.62	15,600.00	7,308.38
FIRE SALARIES - OFFICERS & FIRE FIGH	2-23-0000-111	0.00	83,300.00	83,300.00
FIRE BENEFITS	2-23-0000-130	0.00	1,000.00	1,000.00
FIRE BENEFITS - FIRE FIGHTERS	2-23-0000-131	1,328.12	8,600.00	7,271.88
FIRE NON T4 BENEFITS	2-23-0000-133	1,444.00	4,200.00	2,756.00
FIRE TRAVEL	2-23-0000-211	560.00	7,000.00	6,440.00
FIRE TRAINING	2-23-0000-212	12,895.00	23,400.00	10,505.00
FIRE FREIGHT	2-23-0000-215	308.44	400.00	91.56
FIRE TELEPHONE	2-23-0000-217	3,928.24	7,800.00	3,871.76
FIRE ADVERTISING	2-23-0000-220	0.00	1,000.00	1,000.00
FIRE MEMBERSHIPS	2-23-0000-221	724.50	900.00	175.50
FIRE CONTRACTED SERVICES	2-23-0000-232	12,932.05	22,600.00	9,667.95
FIRE CONTRACTED REPAIRS	2-23-0000-250	8,969.54	14,000.00	5,030.46
FIRE CONTRACTED VEHICLE REPAIRS	2-23-0000-255	0.00	5,000.00	5,000.00
FIRE INSURANCE	2-23-0000-274	14,987.12	14,990.00	2.88
FIRE PREVENTION & INVESTIGATION	2-23-0000-275	0.00	600.00	600.00
FIRE GOODS	2-23-0000-500	6,721.84	18,200.00	11,478.16
FIRE PETROLEUM PRODUCTS	2-23-0000-521	3,755.18	6,900.00	3,144.82
FIRE VEHICLE MAINTENANCE	2-23-0000-523	0.00	200.00	200.00
FIRE HEATING	2-23-0000-540	5,553.75	9,400.00	3,846.25
FIRE POWER	2-23-0000-541	4,300.97	12,400.00	8,099.03
FIRE TRANSFER TO CAPITAL	2-23-0000-762	0.00	375,000.00	375,000.00
FIRE GROSS RECOVERIES TO OPERATING	2-23-0000-963	1,754.56	14,800.00	13,045.44
TOTAL FIRE:		88,454.93	647,290.00	558,835.07
FIRE - EAST CENTRAL EMERGENCY TRAINING PARTNERSHIP				
FIRE - ECETP TRAINING	2-23-0200-212	840.00	8,500.00	7,660.00
FIRE - ECETP CONTRACTED SERVICES	2-23-0200-232	400.00	0.00	400.00
TOTAL FIRE - ECETP:		1,240.00	8,500.00	7,260.00
EMERGENCY SERVICES				
EMERGENCY SERVICES TRAINING	2-24-0000-212	145.00	5,200.00	5,055.00
EMERGENCY SERVICES GOODS	2-24-0000-500	0.00	900.00	900.00
EMERGENCY SERVICES OTHER	2-24-0000-990	0.00	100.00	100.00
TOTAL EMERGENCY SERVICES:		145.00	6,200.00	6,055.00
BY-LAW ENFORCEMENT				
BYLAW SALARIES	2-26-0000-110	26,948.02	50,500.00	23,551.98
BYLAW BENEFITS	2-26-0000-130	3,355.22	3,200.00	155.22
BYLAW NON T4 BENEFITS	2-26-0000-133	7,399.66	9,100.00	1,700.34
BYLAW FREIGHT	2-26-0000-215	540.00	700.00	160.00
BYLAW TELEPHONE	2-26-0000-217	414.07	800.00	385.93
BYLAW ADVERTISING	2-26-0000-220	22.00	1,200.00	1,178.00
BYLAW MEMBERSHIP	2-26-0000-221	0.00	200.00	200.00
BYLAW PROFESSIONAL SERVICES	2-26-0000-232	1,425.03	1,400.00	25.03
BYLAW CONTRACTED VEHICLE REPAIRS	2-26-0000-255	0.00	400.00	400.00
BYLAW INSURANCE	2-26-0000-274	453.36	450.00	3.36
BYLAW GOODS	2-26-0000-500	328.44	1,200.00	871.56
BYLAW PETROLEUM PRODUCTS	2-26-0000-521	670.24	1,600.00	929.76
BYLAW VEHICLE MAINTENANCE	2-26-0000-523	18.33	500.00	481.67
BYLAW WORK BILLED TO OTHERS	2-26-0000-998	630.97	3,000.00	2,369.03
TOTAL BY-LAW ENFORCEMENT:		42,205.34	74,250.00	32,044.66
DOG CONTROL				
DOG CONTROL SALARIES	2-28-0000-110	6,218.88	11,700.00	5,481.12
DOG CONTROL BENEFITS	2-28-0000-130	0.00	700.00	700.00
DOG CONTROL NON T4 BENEFITS	2-28-0000-133	0.00	2,100.00	2,100.00
DOG CONTROL POSTAGE	2-28-0000-215	540.00	700.00	160.00
DOG CONTROL ADVERTISING	2-28-0000-220	0.00	400.00	400.00
DOG CONTROL CONTRACTED SERVICES	2-28-0000-232	1,068.78	1,300.00	231.22

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2021
 To 30/06/2021

Description	Account	YTD Actual	YTD Budget	YTD Variance
DOG CONTROL GOODS	2-28-0000-500	0.00	600.00	600.00
DOG CONTROL GRANT TO OTHER AGENCIES	2-28-0000-770	5,000.00	5,000.00	0.00
	TOTAL DOG CONTROL:	12,827.66	22,500.00	9,672.34
COMMON SERVICES				
COMMON SERVICES SALARIES	2-31-0000-110	125,467.27	213,600.00	88,132.73
COMMON SERVICES SEASONAL SALARIES	2-31-0000-111	1,367.52	3,500.00	2,132.48
COMMON SERVICES EMPLOYEE BENEFITS	2-31-0000-130	15,917.37	14,900.00	1,017.37-
COMMON SERVICES SEASONAL BENEFITS	2-31-0000-131	329.37	200.00	129.37-
COMMON SERVICES NON T4 BENEFITS	2-31-0000-133	37,679.46	41,200.00	3,520.54
COMMON SERVICES TRAVEL	2-31-0000-211	0.00	500.00	500.00
COMMON SERVICES TRAINING	2-31-0000-212	790.45	1,500.00	709.55
COMMON SERVICES FREIGHT	2-31-0000-215	699.14	1,000.00	300.86
COMMON SERVICES TELEPHONE	2-31-0000-217	1,654.22	3,000.00	1,345.78
COMMON SERVICES ADVERTISING & PRINTI	2-31-0000-220	0.00	1,100.00	1,100.00
COMMON SERVICES CONTRACTED SERVICES	2-31-0000-232	2,988.06	5,500.00	2,511.94
COMMON SERVICES CONTRACTED REPAIRS	2-31-0000-250	7,770.80	10,000.00	2,229.20
COMMON SERV CONTRACTED EQUIPMENT REP	2-31-0000-253	999.53	20,000.00	19,000.47
COMMON SERV CONTRACTED VEHICLE REPAI	2-31-0000-255	960.00	4,500.00	3,540.00
COMMON SERVICES EQUIPMENT RENTAL OR	2-31-0000-263	11,792.10	26,322.00	14,529.90
COMMON SERVICES INSURANCE	2-31-0000-274	24,552.72	26,050.00	1,497.28
COMMON SERVICES GOODS	2-31-0000-500	11,353.69	14,400.00	3,046.31
COMMON SERVICES PETROLEUM PRODUCTS	2-31-0000-521	12,180.19	41,700.00	29,519.81
COMMON SERVICE EQUIPMENT MAINTENANCE	2-31-0000-522	3,983.72	5,000.00	1,016.28
COMMON SERVICES VEHICLE MAINTENANCE	2-31-0000-523	1,620.97	11,900.00	10,279.03
COMMON SERVICES HEATING	2-31-0000-540	9,861.13	14,100.00	4,238.87
COMMON SERVICES POWER	2-31-0000-541	5,462.89	11,300.00	5,837.11
COMMON SERVICES INTEREST ON CAPITAL	2-31-0000-831	5,408.80	14,961.00	9,552.20
COMMON SERVICES GROSS REC TO OPER- W	2-31-0000-963	1,059.70	3,000.00	1,940.30
	TOTAL COMMON SERVICES:	283,899.10	489,233.00	205,333.90
STREETS & ROADS				
S & R SALARIES	2-32-0000-110	31,233.58	73,900.00	42,666.42
S & R SEASONAL SALARIES	2-32-0000-111	1,881.00	5,300.00	3,419.00
S & R BENEFITS	2-32-0000-130	0.00	5,000.00	5,000.00
S & R SEASONAL BENEFITS	2-32-0000-131	0.00	400.00	400.00
S & R NON T4 BENEFITS	2-32-0000-133	0.00	13,700.00	13,700.00
S & R FREIGHT	2-32-0000-215	795.84	2,700.00	1,904.16
S & R CONTRACTED SERVICES	2-32-0000-232	0.00	5,900.00	5,900.00
S & R CONTRACTED REPAIRS	2-32-0000-250	0.00	135,000.00	135,000.00
S & R EQUIPMENT MAINTENANCE	2-32-0000-253	2,969.61	7,500.00	4,530.39
S & R VEHICLE REPAIRS	2-32-0000-255	119.79	1,500.00	1,380.21
S & R GOODS	2-32-0000-500	11,928.07	39,500.00	27,571.93
S & R EQUIPMENT GOODS	2-32-0000-522	0.00	2,500.00	2,500.00
S & R VEHICLE MAINTENANCE	2-32-0000-523	33.92	2,500.00	2,466.08
S & R STREET LIGHTS	2-32-0000-553	40,174.74	104,700.00	64,525.26
S & R TRANSFER TO CAPITAL	2-32-0000-762	0.00	616,041.00	616,041.00
	TOTAL STREETS & ROADS:	89,136.55	1,016,141.00	927,004.45
AIRPORT				
AIRPORT SALARIES	2-33-0000-110	1,760.88	1,800.00	39.12
AIRPORT SEASONAL SALARIES	2-33-0000-111	731.50	3,700.00	2,968.50
AIRPORT BENEFITS	2-33-0000-130	0.00	100.00	100.00
AIRPORT SEASONAL BENEFITS	2-33-0000-131	0.00	300.00	300.00
AIRPORT NON T-4 BENEFITS	2-33-0000-133	0.00	400.00	400.00
AIRPORT FREIGHT	2-33-0000-215	169.00	100.00	69.00-
AIRPORT TELEPHONE / RADIO LICENSE FE	2-33-0000-217	42.65	50.00	7.35
AIRPORT CONTRACTED SERVICES	2-33-0000-232	285.72	2,100.00	1,814.28
AIRPORT CONTRACTED REPAIRS	2-33-0000-250	1,478.00	2,300.00	822.00
AIRPORT VEHICLE REPAIRS	2-33-0000-255	0.00	200.00	200.00
AIRPORT INSURANCE	2-33-0000-274	5,480.75	5,480.00	0.75-
AIRPORT GOODS	2-33-0000-500	3,204.51	1,000.00	2,204.51-
AIRPORT VEHICLE GOODS	2-33-0000-523	0.00	100.00	100.00
AIRPORT HEATING	2-33-0000-540	1,062.43	2,100.00	1,037.57
AIRPORT POWER	2-33-0000-541	2,890.63	7,100.00	4,209.37
AIRPORT WATER & SEWER	2-33-0000-542	160.00	500.00	340.00
	TOTAL AIRPORT:	17,266.07	27,330.00	10,063.93
WATER PLANT				
WATER PLANT CHARGES FROM COMMISSION	2-41-0100-300	302,736.17	829,900.00	527,163.83

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2021
 To 30/06/2021

Description	Account	YTD Actual	YTD Budget	YTD Variance
WATER PLANT POWER	2-41-0100-541	8,828.07	25,800.00	16,971.93
	TOTAL WATER PLANT:	311,564.24	855,700.00	544,135.76
WATER LINES & DISTRIBUTION				
WATER LINES SALARIES	2-41-0200-110	45,823.02	130,300.00	84,476.98
WATER LINES SEASONAL SALARIES	2-41-0200-111	247.50	2,900.00	2,652.50
WATER LINES BENEFITS	2-41-0200-130	2,379.64	10,000.00	7,620.36
WATER LINES SEASONAL BENEFITS	2-41-0200-131	0.00	200.00	200.00
WATER LINES NON T4 BENEFITS	2-41-0200-133	3,654.52	25,400.00	21,745.48
WATER LINES TRAVEL & TRAINING	2-41-0200-211	614.28	2,000.00	1,385.72
WATER LINES FREIGHT & POSTAGE	2-41-0200-215	2,799.32	9,200.00	6,400.68
WATER LINES ADVERTISING	2-41-0200-220	0.00	1,600.00	1,600.00
WATER LINES PROFESSIONAL SERVICES	2-41-0200-232	3,885.04	8,100.00	4,214.96
WATER LINES CONTRACTED REPAIRS	2-41-0200-250	10,982.62	30,000.00	19,017.38
WATER LINES GOODS	2-41-0200-500	5,605.77	23,300.00	17,694.23
WATER LINES ADDED TO OPERATING RESER	2-41-0200-764	0.00	50,000.00	50,000.00
WATER LINES WORK BILLED TO OTHERS	2-41-0200-998	160.50	0.00	160.50
	TOTAL WATER LINES & DISTRIBUTION:	76,152.21	293,000.00	216,847.79
SANITARY SEWERS				
SEWERS SALARIES	2-42-0000-110	15,546.93	25,200.00	9,653.07
SEWERS BENEFITS	2-42-0000-130	0.00	1,800.00	1,800.00
SEWERS NON T4 BENEFITS	2-42-0000-133	0.00	5,000.00	5,000.00
SEWERS FREIGHT & POSTAGE	2-42-0000-215	0.00	500.00	500.00
SEWERS LIFT STATION TELEPHONES	2-42-0000-217	924.07	1,800.00	875.93
SEWERS CONTRACTED REPAIRS	2-42-0000-250	435.00	72,500.00	72,065.00
SEWERS INSURANCE	2-42-0000-274	3,012.58	3,010.00	2.58
SEWERS GOODS	2-42-0000-500	14,029.15	16,500.00	2,470.85
SEWERS HEATING	2-42-0000-540	644.32	1,200.00	555.68
SEWERS POWER	2-42-0000-541	3,426.43	13,500.00	10,073.57
SEWERS ADDED TO OPERATING RESERVE	2-42-0000-764	0.00	50,000.00	50,000.00
	TOTAL SANITARY SEWERS:	38,018.48	191,010.00	152,991.52
GARBAGE				
GARBAGE REMOVAL CONTRACT	2-43-0000-235	37,700.00	75,400.00	37,700.00
GARBAGE GOODS	2-43-0000-500	0.00	400.00	400.00
	TOTAL GARBAGE:	37,700.00	75,800.00	38,100.00
REGIONAL WASTE				
REGIONAL WASTE BCWMC CONTRACT	2-44-0000-235	167,200.58	334,400.00	167,199.42
	TOTAL REGIONAL WASTE SYSTEM:	167,200.58	334,400.00	167,199.42
FCSS				
FCSS SALARIES	2-51-0100-110	18,291.87	31,200.00	12,908.13
FCSS BENEFITS	2-51-0100-130	0.00	2,200.00	2,200.00
FCSS NON T4 BENEFITS	2-51-0100-133	0.00	4,300.00	4,300.00
FCSS TRAVEL	2-51-0100-211	0.00	900.00	900.00
FCSS TRAINING	2-51-0100-212	0.00	600.00	600.00
FCSS FREIGHT & POSTAGE	2-51-0100-215	270.00	300.00	30.00
FCSS ADVERTISING	2-51-0100-220	528.40	1,100.00	571.60
FCSS SUBSCRIPTIONS/MEMBERSHIPS	2-51-0100-221	120.00	500.00	380.00
FCSS GOODS	2-51-0100-500	50.00	2,100.00	2,050.00
FCSS GRANT TO SENIOR CIRCLE	2-51-0100-770	175.66	600.00	424.34
	TOTAL FCSS:	19,435.93	43,800.00	24,364.07
FCSS COORDINATOR				
COORDINATOR SALARIES	2-51-0200-110	12,683.32	26,600.00	13,916.68
COORDINATOR PART TIME SALARIES	2-51-0200-111	0.00	1,700.00	1,700.00
COORDINATOR BENEFITS	2-51-0200-130	0.00	2,400.00	2,400.00
COORDINATOR PART TIME BENEFITS	2-51-0200-131	0.00	100.00	100.00
COORDINATOR NON T4 BENEFITS	2-51-0200-133	0.00	6,400.00	6,400.00
COORDINATOR TRAVEL	2-51-0200-211	0.00	1,300.00	1,300.00
COORDINATOR TRAINING	2-51-0200-212	0.00	900.00	900.00
COORDINATOR POSTAGE & FREIGHT	2-51-0200-215	317.04	300.00	17.04
COORDINATOR TELEPHONE	2-51-0200-217	85.71	400.00	314.29
COORDINATOR ADVERTISING	2-51-0200-220	0.00	3,500.00	3,500.00
COORDINATOR SUBSCRIPTIONS/MEMBERSHIP	2-51-0200-221	25.00	100.00	75.00
COORDINATOR GOODS	2-51-0200-500	25.00	1,200.00	1,175.00
COORDINATOR PROGRAM EXPENSES	2-51-0200-510	30,405.89	78,700.00	48,294.11
COORDINATOR PETROLEUM PRODUCTS	2-51-0200-521	95.24	600.00	504.76

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

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Description	Account	YTD Actual	YTD Budget	YTD Variance
COORDINATOR OTHER	2-51-0200-990	0.00	100.00	100.00
	TOTAL COORDINATOR:	43,637.20	124,300.00	80,662.80
YOUTH CLUB SUPPORT				
FCSS YOUTH CLUB SUPPORT SALARIES	2-51-0300-110	6,771.29	24,600.00	17,828.71
FCSS YOUTH CLUB SUPPORT BENEFITS	2-51-0300-130	1,211.23	2,300.00	1,088.77
FCSS YOUTH CLUB SUPPORT NON T4 BENE	2-51-0300-133	6,375.56	6,000.00	375.56-
FCSS YOUTH CLUB SUPPORT ADVERTISING	2-51-0300-220	0.00	2,900.00	2,900.00
FCSS YOUTH CLUB SUPPORT GOODS	2-51-0300-500	0.00	700.00	700.00
	TOTAL FCSS YOUTH CLUB SUPPORT:	14,358.08	36,500.00	22,141.92
COMMUNITY SERVICES VANS				
CSD VAN CONTRACTED VEHICLE REPAIRS	2-51-0500-255	15.03	1,500.00	1,484.97
CSD VAN INSURANCE	2-51-0500-274	3,097.05	3,100.00	2.95
CSD VAN GOODS	2-51-0500-500	257.60	100.00	157.60-
CSD VAN PETROLEUM PRODUCTS	2-51-0500-521	0.00	100.00	100.00
CSD VAN VEHICLE MAINTENANCE	2-51-0500-523	0.00	500.00	500.00
	TOTAL COMMUNITY SERVICES VANS:	3,369.68	5,300.00	1,930.32
CEMETERY				
CEMETERY SALARIES	2-56-0000-110	4,031.97	7,800.00	3,768.03
CEMETERY SEASONAL SALARIES	2-56-0000-111	1,970.75	7,500.00	5,529.25
CEMETERY BENEFITS	2-56-0000-130	0.00	600.00	600.00
CEMETERY SEASONAL BENEFITS	2-56-0000-131	0.00	500.00	500.00
CEMETERY NON T-4 BENEFITS	2-56-0000-133	0.00	1,600.00	1,600.00
CEMETERY ADVERTISING	2-56-0000-220	0.00	200.00	200.00
CEMETERY PROFESSIONAL SERVICES	2-56-0000-232	570.01	4,200.00	3,629.99
CEMETERY CONTRACTED REPAIRS	2-56-0000-250	0.00	1,500.00	1,500.00
CEMETERY INSURANCE	2-56-0000-274	22.31	20.00	2.31-
CEMETERY GOODS	2-56-0000-500	64.56	5,000.00	4,935.44
CEMETERY PETROLEUM PRODUCTS	2-56-0000-521	87.12	600.00	512.88
	TOTAL CEMETERY:	6,746.72	29,520.00	22,773.28
MUNICIPAL PLANNING COMMISSION				
MPC GOODS	2-61-0100-500	0.00	500.00	500.00
	TOTAL MUNICIPAL PLANNING COMMISSION:	0.00	500.00	500.00
COMMERCIAL OFFICE BUILDING				
COMMERCIAL OFFICE REPAIRS	2-61-0200-250	294.00	10,590.00	10,296.00
COMMERCIAL OFFICE INSURANCE	2-61-0200-274	479.54	480.00	0.46
COMMERCIAL OFFICE GOODS	2-61-0200-500	28.75	500.00	471.25
COMMERCIAL OFFICE HEATING	2-61-0200-540	789.63	1,700.00	910.37
COMMERCIAL OFFICE POWER	2-61-0200-541	1,224.77	3,000.00	1,775.23
COMMERCIAL OFFICE - TRANSFER TO CAPI	2-61-0200-762	0.00	3,930.00	3,930.00
COMMERCIAL OFFICE - RECOVERIES TO OP	2-61-0200-963	186.98	3,800.00	3,613.02
	TOTAL COMMERCIAL OFFICE BUILDING:	3,003.67	24,000.00	20,996.33
TOURISM				
TOURISM SALARIES	2-61-0300-110	11,715.01	21,200.00	9,484.99
TOURISM BENEFITS	2-61-0300-130	0.00	1,500.00	1,500.00
TOURISM NON T4 BENEFITS	2-61-0300-133	0.00	3,000.00	3,000.00
TOURISM TRAVEL	2-61-0300-211	0.00	100.00	100.00
TOURISM FREIGHT & POSTAGE	2-61-0300-215	270.00	800.00	530.00
TOURISM ADVERTISING	2-61-0300-220	741.96	2,600.00	1,858.04
TOURISM SUBSCRIPTIONS/MEMBERSHIPS	2-61-0300-221	1,433.04	1,400.00	33.04-
TOURISM CONTRACTED SERVICES	2-61-0300-232	0.00	100.00	100.00
TOURISM GOODS	2-61-0300-500	0.00	500.00	500.00
	TOTAL TOURISM:	14,160.01	31,200.00	17,039.99
BUSINESS & COMMUNICATIONS				
B & C SALARIES	2-61-0400-110	46,860.58	84,900.00	38,039.42
B & C BENEFITS	2-61-0400-130	4,727.40	6,000.00	1,272.60
B & C NON T4 BENEFIT	2-61-0400-133	8,025.72	13,800.00	5,774.28
B & C TRAVEL	2-61-0400-211	0.00	1,000.00	1,000.00
B & C TRAINING	2-61-0400-212	0.00	1,000.00	1,000.00
B & C FREIGHT & POSTAGE	2-61-0400-215	270.00	300.00	30.00
B & C TELEPHONES	2-61-0400-217	371.42	800.00	428.58
B & C ADVERTISING & PRINTING	2-61-0400-220	0.00	2,300.00	2,300.00
B & C SUBSCRIPTIONS & MEMBERSHIPS	2-61-0400-221	3,198.75	3,300.00	101.25
B & C CONTRACTED PROFESSIONAL SERVIC	2-61-0400-232	21,783.34	56,500.00	34,716.66

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

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Description	Account	YTD Actual	YTD Budget	YTD Variance
B & C INSURANCE	2-61-0400-274	118.60	120.00	1.40
B & C GOODS	2-61-0400-500	468.05	5,000.00	4,531.95
B & C PETROLEUM PRODUCTS	2-61-0400-521	0.00	500.00	500.00
B & C POWER	2-61-0400-541	890.59	3,900.00	3,009.41
TOTAL BUSINESS & COMMUNICATIONS:		86,714.45	179,420.00	92,705.55
VISITOR INFORMATION CENTRE				
VIC SALARIES	2-62-0000-110	384.82	2,200.00	1,815.18
VIC SEASONAL SALARIES	2-62-0000-111	210.25	2,500.00	2,289.75
VIC BENEFITS	2-62-0000-130	0.00	200.00	200.00
VIC SEASONAL BENEFITS	2-62-0000-131	0.00	200.00	200.00
VIC NON T4 BENEFITS	2-62-0000-133	0.00	400.00	400.00
VIC FREIGHT	2-62-0000-215	0.00	100.00	100.00
VIC ADVERTISING & PRINTING	2-62-0000-220	0.00	900.00	900.00
VIC CONTRACTED SERVICES	2-62-0000-232	1,180.60	2,000.00	819.40
VIC CONTRACTED REPAIR	2-62-0000-250	330.00	1,000.00	670.00
VIC INSURANCE	2-62-0000-274	834.07	830.00	4.07
VIC GOODS	2-62-0000-500	564.52	2,500.00	1,935.48
VIC HEATING	2-62-0000-540	644.32	1,100.00	455.68
VIC POWER	2-62-0000-541	593.72	2,600.00	2,006.28
VIC WATER	2-62-0000-963	438.48	3,000.00	2,561.52
TOTAL VISITOR INFORMATION CENTRE:		5,180.78	19,530.00	14,349.22
SUBDIVISION				
SUBDIVISION CONTRACTED SERVICES	2-66-0000-232	750.00	0.00	750.00
SUBDIVISION OTHER	2-66-0000-990	231.60	0.00	231.60
TOTAL SUBDIVISION:		981.60	0.00	981.60
COMMUNITY SERVICES BOARD				
COMMUNITY SERVICES BOARD GOODS	2-71-0000-500	0.00	800.00	800.00
COMMUNITY SERVICES BOARD GRANTS	2-71-0000-770	0.00	3,000.00	3,000.00
TOTAL COMMUNITY SERVICES BOARD:		0.00	3,800.00	3,800.00
RECREATION				
RECREATION SALARIES	2-72-0000-110	47,933.38	73,500.00	25,566.62
RECREATION SEASONAL SALARIES	2-72-0000-111	2,138.19	2,200.00	61.81
RECREATION BENEFITS	2-72-0000-130	5,371.06	4,900.00	471.06
RECREATION SEASONAL BENEFITS	2-72-0000-131	82.39	200.00	117.61
RECREATION NON T4 BENEFITS	2-72-0000-133	10,439.16	8,500.00	1,939.16
RECREATION TRAVEL	2-72-0000-211	0.00	1,800.00	1,800.00
RECREATION TRAINING	2-72-0000-212	1,110.35	3,800.00	2,689.65
RECREATION FREIGHT & POSTAGE	2-72-0000-215	294.00	300.00	6.00
RECREATION TELEPHONE	2-72-0000-217	980.93	2,200.00	1,219.07
RECREATION ADVERTISING	2-72-0000-220	8,395.00	3,200.00	5,195.00
RECREATION SUBSCRIPTIONS/MEMBERSHIPS	2-72-0000-221	420.00	800.00	380.00
RECREATION PROFESSIONAL SERVICES	2-72-0000-232	928.72	1,100.00	171.28
RECREATION INSURANCE	2-72-0000-274	9,286.50	9,290.00	3.50
RECREATION GOODS	2-72-0000-500	1,021.49	2,400.00	1,378.51
RECREATION PROGRAM EXPENSES	2-72-0000-510	1,333.33	1,000.00	333.33
RECREATION PETROLEUM - CAR ALLOWANCE	2-72-0000-521	766.46	2,500.00	1,733.54
RECREATION VEHICLE MAINTENANCE	2-72-0000-523	66.67	300.00	233.33
RECREATION TRANSFER TO CAPITAL	2-72-0000-762	0.00	90,000.00	90,000.00
RECREATION TRANSFERS (GRANTS)	2-72-0000-770	9,977.61	9,977.00	0.61
RECREATION OTHER	2-72-0000-990	0.00	5,000.00	5,000.00
TOTAL RECREATION:		100,545.24	222,967.00	122,421.76
SWIMMING & WADING POOLS				
POOLS SALARIES	2-72-0100-110	5,921.43	12,200.00	6,278.57
POOL SEASONAL SALARIES	2-72-0100-111	33,551.97	118,500.00	84,948.03
POOLS BENEFITS	2-72-0100-130	0.00	1,000.00	1,000.00
POOL SEASONAL BENEFITS	2-72-0100-131	1,822.17	8,100.00	6,277.83
POOLS NON T-4 BENEFITS	2-72-0100-133	0.00	2,200.00	2,200.00
POOLS TRAVEL	2-72-0100-211	0.00	600.00	600.00
POOLS TRAINING	2-72-0100-212	445.00	2,000.00	1,555.00
POOLS FREIGHT & POSTAGE	2-72-0100-215	1,111.82	1,600.00	488.18
POOLS TELEPHONE	2-72-0100-217	0.00	100.00	100.00
POOLS ADVERTISING	2-72-0100-220	0.00	1,500.00	1,500.00
POOL CONTRACTED SERVICES	2-72-0100-232	1,255.00	2,000.00	745.00
POOLS CONTRACTED REPAIRS	2-72-0100-250	1,507.48	8,100.00	6,592.52
POOLS INSURANCE	2-72-0100-274	6,013.12	6,010.00	3.12

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 Zero Balance Accounts NOT Included

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Description	Account	YTD Actual	YTD Budget	YTD Variance
POOLS GOODS	2-72-0100-500	3,989.42	10,500.00	6,510.58
POOL RETAIL GOODS	2-72-0100-501	1,648.54	2,000.00	351.46
POOLS CHEMICALS	2-72-0100-531	1,710.00	16,100.00	14,390.00
POOLS HEATING	2-72-0100-540	3,233.01	10,300.00	7,066.99
POOLS POWER	2-72-0100-541	4,993.26	19,500.00	14,506.74
POOLS GROSS RECOVERIES TO OPERATING	2-72-0100-963	60.60	4,600.00	4,539.40
	TOTAL SWIMMING POOLS:	67,262.82	226,910.00	159,647.18
ARENA				
ARENA SALARIES	2-72-0200-110	33,371.82	118,700.00	85,328.18
ARENA SEASONAL SALARIES	2-72-0200-111	2,392.77	18,600.00	16,207.23
ARENA BENEFITS	2-72-0200-130	8,820.79	9,200.00	379.21
ARENA SEASONAL BENEFITS	2-72-0200-131	0.00	1,300.00	1,300.00
ARENA NON T4 BENEFITS	2-72-0200-133	18,988.47	20,800.00	1,811.53
ARENA FREIGHT & POSTAGE	2-72-0200-215	270.00	800.00	530.00
ARENA ADVERTISING & PRINTING	2-72-0200-220	0.00	1,100.00	1,100.00
ARENA CONTRACTED SERVICES	2-72-0200-232	2,806.08	6,700.00	3,893.92
ARENA CONTRACTED REPAIRS	2-72-0200-250	10,721.26	17,600.00	6,878.74
ARENA CONTRACTED EQUIPMENT REPAIRS	2-72-0200-253	0.00	5,000.00	5,000.00
ARENA INSURANCE	2-72-0200-274	9,109.60	9,110.00	0.40
ARENA GOODS	2-72-0200-500	1,896.86	17,700.00	15,803.14
ARENA PETROLEUM PRODUCTS	2-72-0200-521	1,529.47	2,900.00	1,370.53
ARENA HEATING	2-72-0200-540	9,414.76	21,600.00	12,185.24
ARENA POWER	2-72-0200-541	6,958.37	18,700.00	11,741.63
ARENA GROSS RECOVERIES TO OPERATING	2-72-0200-963	765.55	5,500.00	4,734.45
ARENA ICE PLANT CONTRACTED REPAIRS	2-72-0201-250	51.50	10,800.00	10,748.50
ARENA ICE PLANT GOODS	2-72-0201-500	0.00	500.00	500.00
ARENA ICE PLANT POWER	2-72-0201-541	5,276.24	16,900.00	11,623.76
	TOTAL ARENA:	112,373.54	303,510.00	191,136.46
PARKS SHOP				
PARKS SHOP CONTRACTED REPAIRS	2-72-0300-250	5,703.42	5,300.00	403.42
PARKS SHOP INSURANCE	2-72-0300-274	1,739.29	1,740.00	0.71
PARKS SHOP GOODS	2-72-0300-500	934.01	1,500.00	565.99
PARKS SHOP HEATING	2-72-0300-540	3,155.14	5,700.00	2,544.86
PARKS SHOP POWER	2-72-0300-541	1,459.27	3,300.00	1,840.73
PARKS SHOP GROSS RECOVERIES TO OPERA	2-72-0300-963	186.98	1,800.00	1,613.02
	TOTAL PARKS SHOP:	13,178.11	19,340.00	6,161.89
CURLING RINK				
CURLING RINK SALARIES	2-72-0400-110	1,130.07	4,400.00	3,269.93
CURLING RINK SEASONAL SALARIES	2-72-0400-111	1,178.98	2,500.00	1,321.02
CURLING RINK BENEFITS	2-72-0400-130	0.00	400.00	400.00
CURLING RINK SEASONAL BENEFITS	2-72-0400-131	0.00	200.00	200.00
CURLING RINK NON T4 BENEFITS	2-72-0400-133	0.00	800.00	800.00
CURLING RINK CONTRACTED REPAIRS	2-72-0400-250	3,055.66	6,900.00	3,844.34
CURLING RINK INSURANCE	2-72-0400-274	6,040.26	6,040.00	0.26
CURLING RINK GOODS	2-72-0400-500	148.98	1,500.00	1,351.02
CURLING RINK HEATING	2-72-0400-540	5,928.70	13,500.00	7,571.30
CURLING RINK POWER	2-72-0400-541	3,841.19	10,600.00	6,758.81
CURLING RINK - SUBSIDY	2-72-0400-771	0.00	7,500.00	7,500.00
CURLING RINK GROSS RECOV TO OPERATIN	2-72-0400-963	348.76	1,700.00	1,351.24
CURLING RINK ICE PLANT REPAIRS	2-72-0401-250	51.50	10,800.00	10,748.50
CURLING RINK ICE PLANT GOODS	2-72-0401-500	0.00	500.00	500.00
CURLING RINK ICE PLANT POWER	2-72-0401-541	5,276.24	16,900.00	11,623.76
	TOTAL CURLING RINK:	27,000.34	84,240.00	57,239.66
BALL DIAMONDS				
BALL DIAMOND SALARIES	2-72-0500-110	2,408.68	6,700.00	4,291.32
BALL DIAMOND SEASONAL SALARIES	2-72-0500-111	2,610.41	6,200.00	3,589.59
BALL DIAMOND BENEFITS	2-72-0500-130	0.00	500.00	500.00
BALL DIAMOND SEASONAL BENEFITS	2-72-0500-131	0.00	400.00	400.00
BALL DIAMONDS NON T-4 BENEFITS	2-72-0500-133	0.00	1,200.00	1,200.00
BALL DIAMOND CONTRACTED REPAIRS	2-72-0500-250	1,230.37	1,000.00	230.37
BALL DIAMOND GOODS	2-72-0500-500	10,284.48	10,500.00	215.52
BALL DIAMOND POWER	2-72-0500-541	376.59	1,010.00	633.41
BALL DIAMONDS GROSS RECOV FROM OPERA	2-72-0500-963	1,021.17	6,800.00	5,778.83
	TOTAL BALL DIAMONDS:	17,931.70	34,310.00	16,378.30
GOLF COURSE				

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2021
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Description	Account	YTD Actual	YTD Budget	YTD Variance
GOLF COURSE INSURANCE	2-72-0600-274	2,562.83	2,560.00	2.83-
	TOTAL GOLF COURSE:	2,562.83	2,560.00	2.83-
FOX LAKE PARK				
FOX LAKE SALARIES	2-72-0700-110	1,976.80	4,400.00	2,423.20
FOX LAKE SEASONAL SALARIES	2-72-0700-111	1,473.21	1,200.00	273.21-
FOX LAKE BENEFITS	2-72-0700-130	0.00	400.00	400.00
FOX LAKE SEASONAL BENEFITS	2-72-0700-131	0.00	100.00	100.00
FOX LAKE NON T-4 BENEFITS	2-72-0700-133	0.00	800.00	800.00
FOX LAKE FREIGHT	2-72-0700-215	0.00	200.00	200.00
FOX LAKE ADVERTISING	2-72-0700-220	395.00	1,500.00	1,105.00
FOX LAKE CONTRACTED SERVICES	2-72-0700-232	12,148.89	30,400.00	18,251.11
FOX LAKE CONTRACTED REPAIRS	2-72-0700-250	1,187.30	7,000.00	5,812.70
FOX LAKE INSURANCE	2-72-0700-274	249.70	250.00	0.30
FOX LAKE GOODS	2-72-0700-500	4,032.32	5,000.00	967.68
FOX LAKE RETAIL ITEMS - ICE & NOVELT	2-72-0700-501	0.00	400.00	400.00
FOX LAKE PETROLEUM PRODUCTS	2-72-0700-521	0.00	600.00	600.00
FOX LAKE HEAT	2-72-0700-540	235.39	600.00	364.61
FOX LAKE POWER	2-72-0700-541	71.48-	5,600.00	5,671.48
FOX LAKE TO FUNCTION CAPITAL RESERVE	2-72-0700-764	0.00	30,000.00	30,000.00
FOX LAKE GROSS RECOVERIES FROM OPERA	2-72-0700-963	0.00	8,000.00	8,000.00
	TOTAL FOX LAKE PARK:	21,627.13	96,450.00	74,822.87
PARKS				
PARKS SALARIES	2-72-0800-110	59,657.08	63,400.00	3,742.92
PARKS SEASONAL SALARIES	2-72-0800-111	37,384.62	52,200.00	14,815.38
PARKS BENEFITS	2-72-0800-130	577.91	5,000.00	4,422.09
PARKS SEASONAL BENEFITS	2-72-0800-131	3,458.63	3,700.00	241.37
PARKS NON T4 BENEFITS	2-72-0800-133	0.00	11,200.00	11,200.00
PARKS FREIGHT	2-72-0800-215	810.95	800.00	10.95-
PARKS CONTRACTED REPAIRS	2-72-0800-250	1,230.17	24,100.00	22,869.83
PARKS EQUIPMENT REPAIRS	2-72-0800-253	542.06	6,000.00	5,457.94
PARKS CONTRACTED VEHICLE REPAIRS	2-72-0800-255	0.00	3,200.00	3,200.00
PARKS INSURANCE	2-72-0800-274	3,994.98	4,000.00	5.02
PARKS GOODS	2-72-0800-500	24,040.26	25,100.00	1,059.74
PARKS PETROLEUM PRODUCTS	2-72-0800-521	2,757.94	9,300.00	6,542.06
PARKS EQUIPMENT MAINTENANCE	2-72-0800-522	41.41	3,400.00	3,358.59
PARKS VEHICLE MAINTENANCE	2-72-0800-523	1,206.69	3,100.00	1,893.31
PARKS POWER	2-72-0800-541	1,170.30	2,900.00	1,729.70
PARKS RECOVERIES TO OPERATING	2-72-0800-963	269.71	7,100.00	6,830.29
PARKS OTHER	2-72-0800-990	0.00	1,000.00	1,000.00
	TOTAL PARKS:	137,142.71	225,500.00	88,357.29
PLAYGROUND PROGRAM				
PLAYGROUND PROGRAM SALARIES	2-72-1000-110	522.58	2,100.00	1,577.42
PLAYGROUND PROGRAM SEASONAL SALARIES	2-72-1000-111	4,695.12	19,800.00	15,104.88
PLAYGROUND PROGRAM BENEFITS	2-72-1000-130	0.00	200.00	200.00
PLAYGROUND PROGRAM SEASONAL BENEFITS	2-72-1000-131	317.82	1,400.00	1,082.18
PLAYGROUND PROGRAM NON T4 BENEFITS	2-72-1000-133	0.00	500.00	500.00
PLAYGROUND PROGRAM TRAVEL	2-72-1000-211	0.00	300.00	300.00
PLAYGROUND PROGRAM TRAINING	2-72-1000-212	152.38	600.00	447.62
PLAYGROUND PROGRAM FREIGHT & POSTAGE	2-72-1000-215	135.00	140.00	5.00
PLAYGROUND PROGRAM TELEPHONE	2-72-1000-217	0.00	120.00	120.00
PLAYGROUND PROGRAM ADVERTISING	2-72-1000-220	0.00	1,400.00	1,400.00
PLAYGROUND PROGRAM CONTRACTED SERVIC	2-72-1000-232	0.00	2,500.00	2,500.00
PLAYGROUND PROGRAM GOODS	2-72-1000-500	0.00	3,000.00	3,000.00
	TOTAL PLAYGROUND PROGRAM:	5,822.90	32,060.00	26,237.10
SPRAY PARK				
SPRAY PARK SALARIES	2-72-1200-110	557.97	1,100.00	542.03
SPRAY PARK SEASONAL SALARIES	2-72-1200-111	190.00	1,100.00	910.00
SPRAY PARK EMPLOYEE BENEFITS	2-72-1200-130	0.00	100.00	100.00
SPRAY PARK SEASONAL EMPLOYEE BENEFIT	2-72-1200-131	0.00	100.00	100.00
SPRAY PARK NON T-4 BENEFITS	2-72-1200-133	0.00	200.00	200.00
SPRAY PARK FREIGHT	2-72-1200-215	0.00	200.00	200.00
SPRAY PARK CONTRACTED REPAIRS	2-72-1200-250	2,251.45	500.00	1,751.45-
SPRAY PARK INSURANCE	2-72-1200-274	0.00	500.00	500.00
SPRAY PARK GOODS	2-72-1200-500	366.10	500.00	133.90
SPRAY PARK CHEMICALS	2-72-1200-531	0.00	1,200.00	1,200.00
SPRAY PARK HEAT	2-72-1200-540	0.00	300.00	300.00

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2021
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Description	Account	YTD Actual	YTD Budget	YTD Variance
SPRAY PARK POWER	2-72-1200-541	0.00	1,000.00	1,000.00
SPRAY PARK RECOVERIES TO OPERATING	2-72-1200-963	0.00	1,200.00	1,200.00
	TOTAL SPRAY PARK:	3,365.52	8,000.00	4,634.48
KING HUNTER PARK				
KING HUNTER PARK SALARIES	2-72-1300-110	1,097.04	6,700.00	5,602.96
KING HUNTER PARK SEASONAL SALARIES	2-72-1300-111	3,129.25	14,900.00	11,770.75
KING HUNTER PARK EMPLOYEE BENEFITS	2-72-1300-130	0.00	500.00	500.00
KING HUNTER PARK SEASONAL EMPL BENEF	2-72-1300-131	0.00	1,000.00	1,000.00
KING HUNTER PARK EMP NON T4 BENEFITS	2-72-1300-133	0.00	1,200.00	1,200.00
KING HUNTER PARK REPAIRS & MAINTENAN	2-72-1300-250	2,022.89	4,500.00	2,477.11
KING HUNTER PARK INSURANCE	2-72-1300-274	142.78	140.00	2.78
KING HUNTER PARK GOODS	2-72-1300-500	521.44	11,000.00	10,478.56
KING HUNTER PARK POWER	2-72-1300-541	730.92	1,700.00	969.08
KING HUNTER PARK ADDED TO OPERATING	2-72-1300-764	0.00	15,195.00	15,195.00
KING HUNTER PARK RECOVERIES TO OPERA	2-72-1300-963	110.00	3,900.00	3,790.00
	TOTAL KING HUNTER PARK:	7,754.32	60,735.00	52,980.68
SOCCER FIELDS				
SOCCER FIELD SALARIES	2-72-1400-110	1,045.44	2,200.00	1,154.56
SOCCER FIELD SEASONAL SALARIES	2-72-1400-111	356.57	3,700.00	3,343.43
SOCCER FIELD BENEFITS	2-72-1400-130	0.00	200.00	200.00
SOCCER FIELD SEASONAL BENEFITS	2-72-1400-131	0.00	300.00	300.00
SOCCER FIELD NON T-4 BENEFITS	2-72-1400-133	0.00	400.00	400.00
SOCCER FIELD GOODS	2-72-1400-500	1,666.63	2,000.00	333.37
SOCCER FIELDS POWER	2-72-1400-541	376.59	1,000.00	623.41
SOCCER FIELD RECOVERIES FROM OPERATI	2-72-1400-963	516.01	1,600.00	1,083.99
	TOTAL SOCCER FIELDS:	3,961.24	11,400.00	7,438.76
MUSEUM				
MUSEUM GAS	2-74-0100-540	2,379.19	4,200.00	1,820.81
MUSEUM POWER	2-74-0100-541	1,301.82	3,000.00	1,698.18
MUSEUM GRANT	2-74-0100-770	7,000.00	7,000.00	0.00
	TOTAL MUSEUM:	10,681.01	14,200.00	3,518.99
LIBRARY				
LIBRARY TELEPHONE	2-74-0200-217	923.40	1,800.00	876.60
LIBRARY ADVERTISING	2-74-0200-220	0.00	800.00	800.00
LIBRARY CONTRACTED REPAIRS	2-74-0200-250	180.00	14,400.00	14,220.00
LIBRARY INSURANCE	2-74-0200-274	3,177.21	3,180.00	2.79
LIBRARY GOODS	2-74-0200-500	140.90	700.00	559.10
LIBRARY HEATING	2-74-0200-540	2,334.75	4,400.00	2,065.25
LIBRARY POWER	2-74-0200-541	1,341.37	4,900.00	3,558.63
LIBRARY GRANTS	2-74-0200-770	21,086.16	21,100.00	13.84
LIBRARY PERSONNEL GRANTS	2-74-0200-771	33,344.80	66,700.00	33,355.20
LIBRARY GROSS RECOVERIES TO OPERATIN	2-74-0200-963	354.15	1,400.00	1,045.85
	TOTAL LIBRARY:	62,882.74	119,380.00	56,497.26
CENTENNIAL PLACE				
RCSC SALARIES	2-74-0800-110	10,501.71	42,900.00	32,398.29
RCSC SEASONAL / PART TIME STAFF	2-74-0800-111	11,907.90	35,100.00	23,192.10
RCSC BENEFITS	2-74-0800-130	1,837.59	3,700.00	1,862.41
RCSC SEASONAL / PART TIME BENEFITS	2-74-0800-131	273.67	2,500.00	2,226.33
RCSC NON T4 BENEFITS	2-74-0800-133	5,296.32	10,900.00	5,603.68
RCSC STAFF TRAINING	2-74-0800-212	495.00	500.00	5.00
RCSC FREIGHT	2-74-0800-215	270.00	300.00	30.00
RCSC TELEPHONE	2-74-0800-217	400.70	900.00	499.30
RCSC ADVERTISING	2-74-0800-220	0.00	2,900.00	2,900.00
RCSC CONTRACTED PROFESSIONAL SERVICE	2-74-0800-232	9,075.32	11,300.00	2,224.68
RCSC CONTRACTED REPAIRS	2-74-0800-250	243.51	18,400.00	18,156.49
RCSC INSURANCE	2-74-0800-274	4,364.61	4,360.00	4.61
RCSC GOODS	2-74-0800-500	4,557.26	10,100.00	5,542.74
RCSC HEATING	2-74-0800-540	4,625.90	7,700.00	3,074.10
RCSC POWER	2-74-0800-541	4,412.83	14,300.00	9,887.17
RCSC ADDED TO OPERATING RESERVE	2-74-0800-764	0.00	6,000.00	6,000.00
RCSC WATER - RECOVERIES FROM OPERATI	2-74-0800-963	229.43	1,100.00	870.57
RCSC - HFC GRANT	2-74-0801-770	2,500.00	2,500.00	0.00
	TOTAL CENTENNIAL PLACE:	60,991.75	175,460.00	114,468.25
COMMUNITY CENTRE				

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

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Description	Account	YTD Actual	YTD Budget	YTD Variance
COMMUNITY CENTRE SALARIES	2-74-0900-110	1,798.62	2,200.00	401.38
COMMUNITY CENTRE SEASONAL SALARIES	2-74-0900-111	0.00	1,200.00	1,200.00
COMMUNITY CENTRE BENEFITS	2-74-0900-130	0.00	200.00	200.00
COMMUNITY CENTRE SEASONAL BENEFITS	2-74-0900-131	0.00	100.00	100.00
COMMUNITY CENTRE NON T4 BENEFITS	2-74-0900-133	0.00	400.00	400.00
COMMUNITY CENTRE FREIGHT & POSTAGE	2-74-0900-215	270.00	500.00	230.00
COMMUNITY CENTRE TELEPHONE	2-74-0900-217	431.22	800.00	368.78
COMMUNITY CENTRE ADVERTISING	2-74-0900-220	0.00	300.00	300.00
COMMUNITY CENTRE CONTRACTED SERVICES	2-74-0900-232	4,505.25	18,600.00	14,094.75
COMMUNITY CENTRE CONTRACTED REPAIRS	2-74-0900-250	538.19	7,000.00	6,461.81
COMMUNITY CENTRE INSURANCE	2-74-0900-274	6,510.67	6,510.00	0.67-
COMMUNITY CENTRE GOODS	2-74-0900-500	213.26	4,000.00	3,786.74
COMMUNITY CENTRE HEAT	2-74-0900-540	2,577.63	4,900.00	2,322.37
COMMUNITY CENTRE POWER	2-74-0900-541	2,435.94	8,300.00	5,864.06
COMMUNITY CENTRE GROSS REC TO OPERAT	2-74-0900-963	365.18	1,200.00	834.82
	TOTAL COMMUNITY CENTRE:	19,645.96	56,210.00	36,564.04
LIONS HALL				
LIONS HALL CONTRACTED REPAIRS	2-74-1000-250	354.03	1,000.00	645.97
LIONS HALL INSURANCE	2-74-1000-274	654.01	650.00	4.01-
LIONS HALL GOODS	2-74-1000-500	240.90	500.00	259.10
LIONS HALL HEAT	2-74-1000-540	1,352.17	1,800.00	447.83
LIONS HALL POWER	2-74-1000-541	625.38	1,400.00	774.62
LIONS HALL WATER - RECOVERIES FROM O	2-74-1000-963	175.66	600.00	424.34
	TOTAL LIONS HALL:	3,402.15	5,950.00	2,547.85
GOVERNMENT REQUISITIONS				
GOVERNMENT REQUISITION - SCHOOL	2-77-0000-741	166,483.86	668,700.00	502,216.14
GOVERNMENT REQUISITION - ACADIA FOUN	2-77-0000-754	153,280.00	153,300.00	20.00
GOVERNMENT REQUISITION - DESIGNATED	2-77-0000-755	0.00	643.00	643.00
PROVISION FOR DOUBTFUL ACCOUNTS	2-77-0000-757	0.00	2,500.00	2,500.00
	TOTAL GOVERNMENT REQUISITIONS:	319,763.86	825,143.00	505,379.14
	TOTAL EXPENDITURES:	2,919,744.79	8,200,784.00	5,281,039.21
	TOTAL REVENUE & EXPENSES:	2,032,842.19-	660,600.00-	1,372,242.19

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

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 To 30/06/2021

Description	Account	YTD Actual	YTD Budget	YTD Variance
ASSETS - OPERATING				
FIRE DEPARTMENT				
FIRE MACHINES, EQUIPMENT	8-23-0000-630	0.00	38,600.00	38,600.00
	TOTAL FIRE DEPARTMENT:	0.00	38,600.00	38,600.00
COMMON SERVICES				
COMMON SERV MACHINES, EQUIPMENT	8-31-0000-630	120,647.15	193,000.00	72,352.85
	TOTAL COMMON SERVICES DEPARTMENT:	120,647.15	193,000.00	72,352.85
STREETS & ROADS				
S & R MACHINES, EQUIPMENT	8-32-0000-630	0.00	15,000.00	15,000.00
	TOTAL STREETS & ROADS:	0.00	15,000.00	15,000.00
AIRPORT				
AIRPORT EQUIPMENT	8-33-0000-630	0.00	100,000.00	100,000.00
	TOTAL AIRPORT:	0.00	100,000.00	100,000.00
WATER DEPARTMENT				
WATER MACHINES, EQUIPMENT	8-41-0000-630	0.00	10,000.00	10,000.00
	TOTAL WATER DEPARTMENT:	0.00	10,000.00	10,000.00
CEMETERY				
CEMETERY ENGINEERING STRUCTURES	8-56-0000-610	0.00	17,000.00	17,000.00
	TOTAL CEMETERY:	0.00	17,000.00	17,000.00
RECREATION				
RECREATION POOL ENGINEERING STRUCTUR	8-72-0100-610	70,886.03	118,000.00	47,113.97
RECREATION POOL BUILDINGS	8-72-0100-620	3,928.64	0.00	3,928.64
RECREATION POOL MACHINES & EQUIPMENT	8-72-0100-630	0.00	10,000.00	10,000.00
RECREATION ARENA MACHINES & EQUIPMEN	8-72-0200-630	0.00	37,000.00	37,000.00
RECREATION CURLING RINK BUILDING	8-72-0400-620	0.00	10,000.00	10,000.00
RECREATION FOX LAKE PARK ENGINEERING	8-72-0700-610	0.00	15,000.00	15,000.00
RECREATION PARKS PLAYGROUND ENGINEER	8-72-0800-610	0.00	75,000.00	75,000.00
	TOTAL RECREATION:	74,814.67	265,000.00	190,185.33
CULTURE				
LIBRARY BUILDING	8-74-0200-610	0.00	10,000.00	10,000.00
RCSC BUILDING - CENTENNIAL PLACE	8-74-0800-620	0.00	12,000.00	12,000.00
	TOTAL CULTURE:	0.00	22,000.00	22,000.00
	TOTAL CAPITAL FINANCES APPLIED:	195,461.82	660,600.00	465,138.18
	GRAND TOTAL OF ALL ACCOUNTS:	195,461.82	660,600.00	465,138.18
	REPORT TOTALS:	1,837,380.37-	0.00	1,837,380.37

*** End of Report ***



Town of Hanna Council Agenda Background Information and Request for Decision

Date: July 13, 2021

Agenda Item No: 06.03

Item Title

Budget Overview

Recommended Motion

That Council accepts the Budget Overview for June 2021 for information.

Background

The Budget Overview consolidates information from the Statement of Revenues & Expenses report into categories that compare the revenue and expenses for each department of the Town. To see the detail for each department, refer to the Statement of Revenues & Expenses.

The Budget Overview provides the adopted budget figures and the actual month end totals for each department. The final column compares the figures between budget and actual expense.

As with the Statement of Revenues & Expenses, the budget figures have been updated from the 2021 Operating and Capital budgets approved by Council at the May 26, 2021 Special Council Meeting. The capital budget figures have been split from the operating in those departments where capital items are in the budget.

The overview reflects the revenues and expenses to June 30, 2021.

Council members are encouraged to ask questions or seek clarification on any information presented.

Communications

N/A

Financial Implications

Operating: _____ N/A _____
 Budget Available: _____
 Unbudgeted: _____
 Source of Funds: _____

Capital Cost: _____ N/A _____
 Budget Available: _____
 Unbudgeted Costs: _____
 Source of Funds: _____



Policy and/or Legislative Implications

N/A

Attachments

1. Budget Overview – June 2021

Reviewed and Approved for Submission to Council

Prepared By:

Director of Corporate Services

Financial Review:

Director of

Chief Administrative Officer

JUNE 2021 BUDGET OVERVIEW - OPERATING REVENUE & EXPENSES							
Council may use the Revenue & Expense Report (06.02) to review more detailed entries for each department							
2021 BUDGET Adopted May 26, 2021	2021 BUDGET REVENUES	2021 BUDGET EXPENSES	REVENUE LESS EXPENSES	2021 ACTUAL REVENUES	2021 ACTUAL EXPENSES	REVENUE LESS EXPENSES	DIFFERENCE BUDGET TO ACTUAL
GENERAL MUNICIPAL	-3,307,002			-3,846,292			539,290
RESERVES	-66,967			0			
REQUISITIONS	-822,638	822,643		0	319,764		502,879
SURPLUS		2,500			0		2,500
CONTINGENCY		0			0		0
			-3,371,464			-3,526,528	
GENERAL ADMINISTRATION	-447,700			-165,778			-281,922
COUNCIL		130,150			45,560		84,590
ADMINISTRATION		943,735			461,769		481,966
			626,185			341,551	
HANNA WAKE PROGRAM	0			0			0
STUDENT EXCHANGE		0			0		0
			0			0	
TAX RECOVERY PROPERTY	-10,100			-7,000			-3,100
TAX RECOVERY PROPERTY		10,100			2,473		7,627
			0			-4,527	
POLICE	-11,600			-2,445			-9,155
POLICE		48,500			48,500		0
			36,900			46,055	
SAFETY & RISK MANAGEMENT	0			0			0
SAFETY & RISK MNGMNT		4,750			149		4,601
			4,750			149	
FIRE	-575,386			-33,763			-541,624
FIRE		647,290			88,455		558,835
FIRE - CAPITAL		38,600			0		38,600
			110,504			54,692	
FIRE - ECETP	-8,500			0			-8,500
FIRE - ECETP		8,500			1,240		7,260
			0			1,240	
DISASTER SERVICES	-3,250			0			-3,250
DISASTER SERV		6,200			145		6,055
			2,950			145	
BY-LAW ENFORCEMENT	-24,100			-18,584			-5,516
BYLAW		74,250			42,205		32,045
			50,150			23,622	
DOG CONTROL	-4,400			-4,870			470
ANIMAL CONTROL		22,500			12,828		9,672
			18,100			7,958	

JUNE 2021 BUDGET OVERVIEW - OPERATING REVENUE & EXPENSES							
Council may use the Revenue & Expense Report (06.02) to review more detailed entries for each department							
2021 BUDGET Adopted May 26, 2021	2021 BUDGET	2021 BUDGET	REVENUE LESS	2021 ACTUAL	2021 ACTUAL	REVENUE LESS	DIFFERENCE BUDGET TO
	REVENUES	EXPENSES	EXPENSES	REVENUES	EXPENSES	EXPENSES	ACTUAL
PUBLIC WORKS	-75,100			0			-75,100
PUBLIC WORKS		489,233			283,899		205,334
PUBLIC WORKS - CAPITAL		193,000			120,647		72,353
			607,133			404,546	
STREETS & ROADS	0			0			0
STREETS & ROADS CAPITAL	-616,041			0			-616,041
STREETS & ROADS		1,016,141			89,137		927,004
S & R - CAPITAL		15,000			0		15,000
			415,100			89,137	
AIRPORT	-105,165			-3,353			-101,812
AIRPORT		27,330			17,266		10,064
AIRPORT CAPITAL		100,000			0		100,000
			22,165			13,913	
WATER							0
TREATMENT	-1,200,500			-338,811			-861,689
TREATMENT		855,700			311,564		544,136
LINES & DISTRIBUTION	0			-1,690			1,690
LINES & DISTRIBUTION		293,000			76,152		216,848
WATER DIST - CAPITAL METER		10,000			0		10,000
			-41,800			47,216	
SANITARY SEWERS	-297,600			-85,080			-212,520
SEWERS		191,010			38,018		152,992
SEWER - CAPITAL		0			0		0
			-106,590			-47,061	
GARBAGE	-74,300			-25,271			-49,029
GARBAGE		75,800			37,700		38,100
			1,500			12,429	
REGIONAL WASTE SYSTEM	-336,400			-100,469			-235,931
ANNUAL CONTRACT		334,400			167,201		167,199
			-2,000			66,732	
F.C.S.S.	-114,798			-65,620			-49,178
ADMINISTRATION		43,800			19,436		24,364
PROGRAMS		124,300			43,637		80,663
YOUTH CLUB SUPPORT		36,500			14,358		22,142
VAN OPERATIONS		5,300			3,370		1,930
			95,102			15,181	

JUNE 2021 BUDGET OVERVIEW - OPERATING REVENUE & EXPENSES							
Council may use the Revenue & Expense Report (06.02) to review more detailed entries for each department							
2021 BUDGET Adopted May 26, 2021	2021 BUDGET	2021 BUDGET	REVENUE LESS	2021 ACTUAL	2021 ACTUAL	REVENUE LESS	DIFFERENCE BUDGET TO
	REVENUES	EXPENSES	EXPENSES	REVENUES	EXPENSES	EXPENSES	ACTUAL
CEMETERY	-13,900			-13,217			-683
CEMETERY		29,520			6,747		22,773
CEMETERY CAPITAL		17,000			0		17,000
			32,620			-6,470	
MUNICIPAL PLANNING COMM	0			0			0
MPC		500			0		500
			500			0	
COMMERCIAL OFFICE BUILDING	-24,000			-24,000			0
OFFICE BUILDING		24,000			3,004		20,996
			0			-20,996	
TOURISM	0			0			0
TOURISM		31,200			14,160		17,040
			31,200			14,160	
BUSINESS & COMMUNICATION	-10,000			0			-10,000
(WAS ECONOMIC DEV)		179,420			86,714		92,706
			169,420			86,714	
VISITOR INFORMATION	0			0			0
BOOTH		19,530			5,181		14,349
			19,530			5,181	
SUBDIVISION	0			-61,593			61,593
SUBDIVISION		0			982		-982
SUBDIVISION - CAPITAL		0			0		0
			0			-60,611	
RECREATION	-237,100			-3,459			-233,641
CS BOARD		3,800			0		3,800
RECREATION		222,967			100,545		122,422
PARKS SHOP		19,340			13,178		6,162
COMMUNITIES IN BLOOM		0			0		0
			9,007			110,265	
SWIMMING POOLS	-67,800			-53,541			-14,259
POOLS		226,910			67,263		159,647
POOLS - CAPITAL		45,000			26,314		18,686
SPRAY PARK - HSP COMMITTEE	-83,000	83,000			48,501		34,499
			204,110			88,537	
ARENA	-90,450			-17,849			-72,601
ARENA		275,310			107,046		168,264
ICE PLANT		28,200			5,328		
ARENA - CAPITAL		37,000			0		37,000
			250,060			94,524	

JUNE 2021 BUDGET OVERVIEW - OPERATING REVENUE & EXPENSES							
Council may use the Revenue & Expense Report (06.02) to review more detailed entries for each department							
2021 BUDGET Adopted May 26, 2021	2021 BUDGET	2021 BUDGET	REVENUE LESS	2021 ACTUAL	2021 ACTUAL	REVENUE LESS	DIFFERENCE BUDGET TO
	REVENUES	EXPENSES	EXPENSES	REVENUES	EXPENSES	EXPENSES	ACTUAL
CURLING RINK	-28,500			0			-28,500
CURLING RINK		56,040			21,673		34,367
ICE PLANT		28,200			5,328		
C RINK - CAPITAL		10,000			0		10,000
			65,740			27,000	
BALL DIAMONDS	-5,100			-2,100			-3,000
BALL DIAMONDS		34,310			17,932		16,378
			29,210			15,832	
GOLF COURSE	0			0			0
GOLF COURSE		2,560			2,563		-3
			2,560			2,563	
FOX LAKE PARK	-71,700			-23,186			-48,514
FLP		96,450			21,627		74,823
FLP - CAPITAL		15,000			0		15,000
			39,750			-1,559	
PARKS	0			-600			600
PARKS		225,500			137,143		88,357
PARKS - CAPITAL		75,000			0		75,000
PIONEER PARK	-23,195	60,735		-15,195	7,754		52,981
SPRAY PARK	-2,400	8,000		-50	3,366		4,634
			369,235			147,663	
SUMMER YOUTH PROGRAM	-2,500			-5,950			3,450
		32,060			5,823		26,237
			29,560			-127	
SOCCER FIELDS	-2,100			-2,100			0
SOCCER FIELDS		11,400			3,961		7,439
			9,300			1,861	
MUSEUM	0			0			0
MUSEUM		14,200			10,681		3,519
			14,200			10,681	
LIBRARY	-10,000			0			-10,000
LIBRARY		119,380			62,883		56,497
LIBRARY - CAPITAL		10,000			0		10,000
			119,380			62,883	
CENTENNIAL PLACE	-64,392			-20,372			-44,020
CENTENNIAL PLACE		175,460			60,992		114,468
CENTENNIAL PLACE CAPITAL		12,000			0		12,000
			123,068			40,619	

JUNE 2021 BUDGET OVERVIEW - OPERATING REVENUE & EXPENSES							
Council may use the Revenue & Expense Report (06.02) to review more detailed entries for each department							
2021 BUDGET Adopted May 26, 2021	2021 BUDGET	2021 BUDGET	REVENUE LESS	2021 ACTUAL	2021 ACTUAL	REVENUE LESS	DIFFERENCE BUDGET TO
	REVENUES	EXPENSES	EXPENSES	REVENUES	EXPENSES	EXPENSES	ACTUAL
COMMUNITY CENTRE	-22,500			-10,000			-12,500
CENTRE		56,210			19,646		36,564
CENTRE CAPITAL		0			0		0
			33,710			9,646	
LIONS HALL	-1,200			-350			-850
LIONS HALL		5,950			3,402		2,548
			4,750			3,052	
RESERVES	0			0			0
		0			0		0
			0			0	
TOTAL REVENUE	-8,861,384			-4,952,587			-3,908,797
TOTAL EXPENDITURES		8,861,384			3,115,207		5,746,177
TOTAL SURPLUS (DEFICIT)			1			-1,837,380	



Town of Hanna Council Agenda Background Information and Request for Decision

Date: July 13, 2021

Agenda Item No: 06.04

Item Title

Capital Budget Update – June 2021

Recommended Motion

That Council accepts the Second Quarter Capital Budget Update, dated June 2021 for information.

Background

The Capital Budget Update consolidates information from the capital expenses budget and provides Council with the progress for each budget item, categorized by department, like the Budget Overview. To see the detail for each department, refer to the Statement of Revenues & Expenses.

The report details the department, item for purchase, the status of each capital item, the adopted budget figures and the amount spent to date. The final column compares the figures between budget and actual expense.

As with the other financial reports, the budget figures are taken from the 2021 Operating and Capital budgets approved by Council on May 26, 2021.

Council members are encouraged to ask questions or seek clarification on any information presented.

Communications

N/A

Financial Implications

Operating:	_____ N/A _____	Capital Cost:	_____ N/A _____
Budget Available:	_____	Budget Available:	_____
Unbudgeted:	_____	Unbudgeted Costs:	_____
Source of Funds:	_____	Source of Funds:	_____

Policy and/or Legislative Implications

N/A



Attachments

- 1. Capital Budget Update – June 2021

Reviewed and Approved for Submission to Council

Prepared By: _____
Director of Corporate Services

Financial Review: _____
Director of

Chief Administrative Officer

2021 SECOND QUARTER CAPITAL BUDGET UPDATE

EFFECTIVE JUNE 30, 2021

Final Budget Adopted May 26, 2021

DEPARTMENT & ITEM	STATUS	BUDGET	EXPENSED	DIFFERENCE
FIRE DEPARTMENT				
EQUIPMENT - BUNKER GEAR - 4 SETS		17,600	0	17,600
SCBA BOTTLE REPLACEMENTS		14,000	0	14,000
PAGER REPLACEMENT PROGRAM		7,000	0	7,000
COMMON SERVICES				
EMERGENCY GENERATOR - PW COMPLEX \$70,000 in Reserve funds	Reviewing RFP's	70,000	0	70,000
PRESSURE WASHER - PW COMPLEX	Delivered & Installed	15,000	12,647	2,353
EXCAVATOR - HIGH HOE	Purchased	108,000	108,000	0
STREETS & ROADS				
SCREENER FOR MILLINGS	Delivered - Payment in Progress	15,000	0	15,000
AIRPORT				
RUNWAY LIGHTS REPLACEMENT Grant dependent		100,000	0	100,000
WATER DISTRIBUTION				
BOOSTER FOR METER READINGS		10,000	0	10,000
CEMETERY				
COLUMBARIUM	Tenders for Review July 13	17,000	0	17,000
POOL				
POOL PUMP - JUNIOR OLYMPIC POOL	Purchased & Installed	10,000	6,671	3,329
POOL LED LIGHTING - FINAL	Complete	0	2,975	-2,975

2021 SECOND QUARTER CAPITAL BUDGET UPDATE

EFFECTIVE JUNE 30, 2021

Final Budget Adopted May 26, 2021

DEPARTMENT & ITEM	STATUS	BUDGET	EXPENSED	DIFFERENCE
SPRAY PARK - COMPLETION Funded by Committee	PlayQuest, Plumbing & Electric Payments in Progress	83,000	48,501	34,499
SPRAY PARK - POUR IN PLACE WALKWAY Committee applied for funding	Complete - Payment in Progress	35,000	16,668	18,332
ARENA				
OLYMPIA ROOM DRAINAGE Grant dependent	Reviewing Options	15,000	0	15,000
SOUND SYSTEM UPGRADE Grant dependent		22,000	0	22,000
CURLING RINK				
WEST INTERIOR WALL REPAIR	Reviewing Options	10,000	0	10,000
FOX LAKE PARK				
CAMPSITE ELECTRICAL UPGRADE	Preliminary discussions held for RFP purposes	15,000	0	15,000
PARKS				
TENNIS COURT RESURFACE	Site Meeting scheduled with Contractor in two weeks	75,000	0	75,000
LIBRARY				
NORTH SIDE WATER DIVERSION \$10,000 in Reserve Funds		10,000	0	10,000
CENTENNIAL PLACE - RCSC				
SECURITY SYSTEM UPGRADE Increased Cameras	Reviewing Quotes Received	12,000	0	12,000
TOTAL CAPITAL		660,600	195,462	465,138



Town of Hanna Council Agenda Background Information and Request for Decision

Date: July 13, 2021

Agenda Item No: 07.00

Item Title

Committee Reports

Recommended Motion

That Council accepts the Community Services Board Meeting Minutes for June 14, 2021 for information.

Background

Committee Reports are usually in the form of minutes from the Committee meetings and provide Council with highlights and activities of the committee.

The Minutes may not have been approved by the Committee; however they are presented for Council's review.

Council members are encouraged to ask questions or seek clarification on any information presented.

Communications

Highlights of the report may be communicated in the newsletter as well as on the Town web-site and through the Town Social Media Program.

Financial Implications

Operating: _____	N/A	Capital Cost: _____	N/A
Budget Available: _____		Budget Available: _____	
Unbudgeted: _____		Unbudgeted Costs: _____	
Source of Funds: _____		Source of Funds: _____	

Policy and/or Legislative Implications

N/A



Attachments

1. Community Services Board Meeting Minutes – June 14, 2021.

Reviewed and Approved for Submission to Council

Prepared By:

Director of Corporate Services

Financial Review:

Director of

Chief Administrative Officer

**TOWN OF HANNA
COMMUNITY SERVICES BOARD MEETING
June 14, 2021**

Minutes of a meeting of the Community Services Board of the Town of Hanna held Monday, June 14, 2021 on Zoom at 6:59 p.m.

Members Present:

Chairperson Nadine Wood
Darlene Herzog
Connie Deadlock

Vern Thuroo
Sam Lockhart
Patsy Walton

Administration Present:

Director Gwen Snell

Regrets:

Programmer Angela McGillion

CALL TO ORDER

Chairperson Nadine Wood called the meeting to order at 6:59 p.m.

REVIEW AND ADOPTION OF AGENDA

MOTION: C. Deadlock – D. Herzog

That the agenda be adopted as presented.

CARRIED

ADOPTION OF MINUTES

MOTION: V. Thuroo – S. Lockhart

That the minutes of April 26, 2021 meeting be approved as circulated.

CARRIED

MOTION: C. Deadlock – V. Thuroo

That the financial reports for April and May 2021 be accepted for information.

CARRIED

REPORTS:

Directors Report

- Director Snell provided an overview of the activities and events as outlined in her written report, as well as the following items.
 - Hanna Cares Covid Impact Survey
 - Helmer Dam Project
 - Hanna Wellness Network grant application
 - Spray Park Update
 - Hanna Marriage & Family Therapy Program

Programmers Report

- No report at this time.

Council Report

- Councillor Deadlock reported that Cactus Corridor Economic Development Corporation is making good progress with 13 projects currently in progress.
- Chamber of Commerce will be starting their cash mobs again. Will be held on the 3rd Wednesday monthly.
- Business Hub and Chamber are working on a proposed Business License program.

NEW BUSINESS:

- Director Snell outlined the Summer Programs and Events which have been organized and planned. Epic Adventures Manager Darcee Hall has also assisted with planning the additional events.
- Canada Day will include music by Chris LeBlanc, flag raising, spray park and pool activities and hopefully the free BBQ and bounce houses. Basically full day of activities,
- Music in the Park is the newest initiative and will run every Sunday from 4 to 5:30 p.m. at Hector King Hunter Park. It is free to attend but donations will be accepted for appreciation to the musicians. It will move to the Community Centre if the weather is an issue.
- A complete listing of programs, including Epic Adventures were provided to members.

ROUND TABLE DISCUSSION

- Vern Thuroo -
 - Battle of Alberta Gold Tournament to be held on July 24th with Hanna Seniors Circle, Golf Course and KidSport Hanna being identified as the charities.
 - Beef Raffle draw will be July 1st
 - Hanna Ag Society will be holding their Fall Fair in August.
- Sam Lockhart –
 - Open Air markets will be starting on June 25th
 - Car Booty sale 12 noon to 5 p.m. for open air markets
- Nadine -
 - Kudos to staff regarding picking up the load with the full programs and events being planned. Excellent communication and marketing. Well done.
- Darlene –
 - Swimming Lesson registration day concerns over line ups. Inquired if there might be a different way to processing as the younger lessons create a line up.
 - Director Snell advised that staff was reviewing the process for future years.

NEXT MEETING DATE:

Monday August 16, 2021 @ 7:00 p.m.

ADJOURNMENT

Chairperson Nadine Wood adjourned the meeting at 7:38 p.m.

Chairperson Nadine Wood

Director of Community Services Gwen Snell



Attachments

1. Chief Administrative Officer
2. Director of Business & Communication
3. Director of Community Services
4. Director of Protective Services
5. Director of Public Works

Reviewed and Approved for Submission to Council

Prepared By:

Director of Corporate Services

Financial Review:

Director of

Chief Administrative Officer

MEMORANDUM

Date: July 13, 2021

To: Mayor & Council

From: Kim Neill
Chief Administrative Officer

Re: CAO Report – July 13, 2021 Council Meeting

1. Tax Recovery Properties

The Hazard Assessment reports including the estimated cost of hazard material removal for the following buildings have been received:

- Town owned property located at 123 – 2nd Avenue West (former Central Meat property)
- Town owned property located at 206 Fox Lake Trail
- Three privately held buildings in the following locations
 - 102 Centre Street
 - 109 – 3rd Avenue West
 - 305 – 1st Street West

The estimate is attached to this report. Administration is working with Cactus Corridor who has prepared an RFP for the hazard material removal and demolition for the above five properties with a deadline to respond of July 23, 2021. Once the proposal deadline has passed Administration will bring forward options on how the demolition project could move forward to Council for their review, discussion and approval.

2. Western Economic Diversification Grant Funding

The Government of Canada launched the Canada Community Revitalization Fund (CCRF) to help organizations such as local governments, Indigenous communities and groups, not-for-profits, and other community-based groups, improve key community gathering spaces to help bring Canadians back together once public measures have eased.

Announced in Budget 2021, Canada's Regional Development Agencies are delivering the \$500 million national initiative. Western Economic Diversification Canada is responsible for managing over \$150 million to help communities transform local infrastructure and gathering spaces in the West.

Applicants in Western Canada may be eligible to receive non-repayable contributions of up to \$750,000 to help revitalize main streets or downtown cores, improve, or reinvent outdoor spaces, create environmental benefits, and green impacts, and increase accessibility to public spaces.

Mark Nikota, Jordon Christianson and myself met with Anna Curtis of Western Economic Diversification to discuss this funding opportunity and seek clarification on how to put the best application forward for success. Following this discussion Administration will be preparing an application for submission on the Downtown Revitalization Project with the focus on the above ground portion of the project as it has been emphasized that projects requesting less than \$500,000 will be prioritized.

Following this application, Administration will then begin discussions with Western Economic Diversification on underground infrastructure funding through the Canada Coal Infrastructure fund.

The Deadline for Intake #1 under the Canada Community Revitalization Fund is July 23, 2021.

3. Staff Recognition

Katelyn Beaudoin has recently received her Local Government Certificate Level I from the University of Alberta Faculty of Extension which requires the successful completion of eight core courses.

4. Hay Tender

The Town advertised the standing hay tender for the right to hay various portions of vacant property owned by the Town. The following were the successful bids on the respective parcels:

Lagoon Land	\$ 500.00
Airport Land	\$ 500.00

There were no bids received on the following properties, so Administration is re-advertising for these locations only with a deadline of July 23rd.

Sunset Ridge
408 Fox Lake Trail
Area behind Palliser Regional Municipal Services
Area between Argue Drive and Lutheran Church

Meetings Attended:

- Chief Medical Officer of Health – Covid 19 Update – June 9th, 16th, 23rd, 30th
- Asset Management Training – June 14th
- ICS 300 Course – June 15th
- Council Information Meeting – June 30th
- Business Hub – Economic Development Collaboration – July 6th
- Western Economic Diversification – Canada Community Revitalization Fund Meeting – July 8th

Upcoming Events:

- Alberta Environment – Helmer Dam Inspection – July 14th
- Disaster Recovery Program Workshop – July 15th
- Business Hub – Economic Development Collaboration – July 20th, August 3rd
- Big Country PCN Community Engagement Session – July 20th
- July 26th – 30th – Vacation
- Starland County Administration Office Grand Opening – August 5th

Cactus Corridor Economic Development Corporation
203 – 2nd Ave West
Hanna, Alberta
T0J 1P0

ATTN: Mr. Mark Nikota, *Economic Development Manager*

RE: **Abatement Budget Estimate**
Town of Hanna Abatement Budget
Project #: E2331

Dear Mr. Nikota,

As per your request, Eco Abate compiled approximate abatement cost estimates for the five (5) buildings proposed to be demolished in the Town of Hanna. The purpose of the process was to provide Cactus Corridor with a working budget to during the public tender and financing processes.

Table #1: Summary of Cost Estimates:

Building Address	Estimated Abatement Cost
200 Golf Course Crescent	\$19,000
305 1 st Street West (Lot 25; Block 14; Plan 6133AW)	\$9,000
102 Centre Street (Lot 1; Block 4; Plan 6133AW)	\$315,000
123 2 nd Ave West (Lot 21; Block 10; Plan 6133AW)	\$63,000
109 3 rd Ave West	\$14,000

NOTE: The cost estimate was taking into account the approximate workforce which should be allotted to a project of this size and scope. Costs were assumed using current pricing and markups for use of a temporary workforce and including a supervisor and a project manager at a higher rate of pay.

If you have any questions, please contact the undersigned at (403) 998-5079 or info@ecoabate.com.

Authored By:



Scott Blake, B.Sc., NCSO, EP®

Principal

Estimated cost includes:

- All equipment and supplies required to complete abatement work.
- All labour required to remove the noted quantities of hazardous materials.
- Disposal of waste as asbestos-containing at an approved landfill.
- DOP testing of all HEPA filtered air units in accordance with OHS regulations.
- Provisions for onsite portable toilet rental and setup, as required by law.
- Time for compliance with Occupational Health and Safety Code, including Notification of Project, site safety procedures, onsite hazard assessment, and provisions for PPE.
- Daily air monitoring by a third-party environmental consultant using onsite analysis to provide daily results, as required by Alberta Asbestos Abatement Manual (2019).
- Rental and operation of a large mobile power generator for electricity.
- Lodging and disbursements for workers in the town during the process.
- Travel expenses to and from locations.
- Demolition of building at 123 3 Ave West due to OHS acceptance requirement.

Recommendations for procurement:

1. Abatement contractor to include allowance for double layered materials.
 - a. Prevents contractors requesting extras when two layers of material is identified.
2. Abatement contractor carries cost of onsite third-party air monitoring for duration of project.
 - a. Prevents overages due to delays as contractor has vested interest to meet timeline.
 - b. Demonstrates contractor intends to adhere to schedule.
3. Require COR certification to bid.
 - a. Demonstrates company safety record and suggests they will not cause safety hazards or disturbances in the city.
4. Require same day reporting of air monitoring results to city and/or Cactus Corridor.
 - a. Ensures any public potential exposure is identified and corrected quickly.
 - b. Delayed results can create liability for property owner.
5. Require landfill certificates and routine removal of waste from site.
 - a. Prevents downstream responsibility of city or client as the generator of waste in event of improper dumping.
 - b. Ensures waste is removed continuously and not left on site in event of financial disagreement.

200 Golf Course Crescent

\$19,000 - *estimated*

Asbestos:

- 3000 sqft of asbestos drywall
- 1000 sqft of vermiculite insulation



305 1st Street West

\$9,000 - *estimated*

Asbestos:

- 100 sqft of sheet flooring
- 1 Boiler Removal



102 Centre Street

\$315,000 - *estimated*

Asbestos:

- 30,000 sqft of drywall
- 10,000 sqft of exterior stucco
- 2,000 sqft flooring materials
- ~3,000 sqft vermiculite loose fill



123 2nd Ave West

\$63,000 - *estimated*

Asbestos:

- 900 sqft of vermiculite block wall
- minimal window caulking

Special Considerations:

- Dismantling by excavator
- Disposal of waste as asbestos
- Disconnect from adjacent building
- OHS acceptance application



109 3rd Ave West

\$14,000 - *estimated*

Asbestos:

- 1800 sqft of asbestos drywall
- 600 sqft of vermiculite insulation
- 200 sqft of flooring materials



The following highlights are provided for council information. If you have any questions or would like more information on the department, I would be happy to respond.

General/ Facilities/Parks Overview

- Swimming Pool has been well used during the heat wave and we expect that the high use will continue with the higher temperatures this summer. Our Pool Manager noted that most of the lessons are full or close to full for each session.
- We have been rotating our tree bags and ensuring that the watering for both floral displays and trees is kept up.
- Weekly facility inspections and minor repairs are being completed.
- We have assisted with the delivery of picnic tables as requested.
- Our department continues to work on updating our documents, schedules, etc. with new dates and rebranding.
- Reduction in covid protocol at the facilities has reduced the additional steps required for use. We continue to maintain the hand sanitizer for those who wish to use it. Masks are not required.

Hanna Spray Park Update

- Installation of the rubber surface was a bit later than we had planned, but our crew was able to work on the final landscaping in time for a soft opening during our heat wave.
- It was certainly well used and appreciated. We found that families generally went between time at the pool and the spray park, enjoying both facilities.
- Grand Opening will be planned later in the summer and will include invitations to all committee members, funding partners and officials.
- We continue to explore possible funding sources for this project.
- Spray Park Committee will be invoiced once final constructions costs have been submitted.



Spray Park "Soft Opening" June 28, 2021

Canada Day Celebrations

- Canada Day Celebrations were a great success for 2021.
- Those in attendance appeared to enjoy the opportunity to attend the event in person.
- Fox Lake Park Managers will be hosted the annual Canada Day Bike Parade on June 30 at 6:30 and they had prizes available for the top three bikes. They also held a variety of games during July 1st as part of the celebrations at the Campground. Several compliments have been received regarding their work in making Canada Day memorable for campers.
- The Fireworks display at Fox Lake Park was well attended and appreciated.
- There will be a thank you in our town ad in the newspaper recognizing all those who helped to make the day such a success – from our Local RCMP detachment and Legion Members to the Hanna Firefighters and local business donations.
- All of the work done by the staff is certainly appreciated. They worked in what has to be one of the warmest Canada Days on record..... and many of them were working for the full day in the heat. I appreciated that they helped to make the celebrations enjoyable for all who attended.



Canada Day Flag Raising – Constable Amy Pepin



Epic Crew Canada Day 2021

FCSS Update

- Hanna FCSS Annual Report – currently working upon the annual report, along with the Annual Outcomes reporting as per our agreement for FCSS funding with the Province.
- Hanna Family and Marriage Therapy Program
 - Brochures...the program brochures were sent to over 2,200 mailboxes in the area in an effort to inform the community of the program and supports available.
 - Financial Support will be provided to train individuals with Psychological First Aid. This will be done by invitation and is expected that the course will fill quickly. Hanna FCSS/Community Services has included invitations to members of the Community Services Board and our ESS (Emergency Social Services)
- Interagency meetings continue virtually with zoom meetings. These meetings allow the exchange of information and communication between social services providers within the community.
- Dr. Jody Carrington presentation will be held on December 7th, 2021. Ticket holders were advised of the date change.
- Planning will begin soon for the Mayors Garden Party (in consultation with Mayor Warwick). It will be held in September 2021.
- Tammi Rosin from the Hanna Business Hub has inquired about holding a “Welcome to Hanna” evening for newcomers to the community within the last 12 months. In discussions it was agreed that September would be better timing for an event of this type. Council will be informed once a date is set. It is anticipated that it will be similar to the previous event, but will be a “stand alone” event. (Not held in conjunction with another event such as Registration Night)

Emergency Social Services (ESS)

- Regional meetings continue via zoom. Provincial Emergency Social Services (PESS) meetings are also being held with offers of support to develop our plans and work cooperatively.
- I recently attended a Facilities ESS planning session online on July 8th. There were 28 other participants. It was an excellent session for the modules that I was able to attend. Great resources were included in the training.
- Revision of the Hanna ESS plan has been started but is put on hold due to current workload.

Grants and support provided

- **Green and Inclusive Community Buildings** – is a federal grant available to assist with the Community Centre renovation. Currently working with MPE on this application for consideration.

- **MARD (Medically At-Risk Driver Centre)** – We have received \$15,000 to be used towards transportation assistance in our community. Two Members of the Community Services Board have volunteered to assist with criteria to support those in need.
- **Canada Healthy Communities Initiative** – Contact was made with the Community Foundation of South Eastern Alberta, who administers the program. During the conversation it appeared that the competition for the larger funding was very strong, with only one or two being successful during the last round. In discussion with our Hanna Healthy Community Committee we decided to change the focus and request the \$25,000 in funds to assist with the purchase of portable tent structures and the capital cost for the event trailer. We expect to hear about funding decisions later in the summer.

Staffing & Employment

- Kathy Lee has announced that she will be retiring this year, with her last day being September 3. She will definitely be missed and is a great support to the department, as well as the Director.
- Raelene Liddicoat has been assisting in the office and continues to provide support at Centennial Place. She has expressed interest in Kathy's position.
- Job Posting for Centennial Place Team Leader is currently being advertised.
- Audra & Darcy Limpert have agreed to return (for the short term) to the Community Centre following our Covid closure. They have advised that they will not be renewing their contract, so we will be accepting proposals to provide Caretaking services for the Community Centre.
- Our department has had a lot of staffing changes over the past year or so. While we remain short by one staff position, we have been able to manage at this point. There are some duties that have been delayed or adapted until such time as we can properly deal with them.

Meetings Attended/Training

June 11 – Epic Adventures interviews
 June 14 – Centennial Place Interviews
 June 14 – Spray Park walk through
 June 14 – CSB meeting
 June 15 – Hanna Family & Marriage Therapy Program
 June 17 – Lombard consulting – facility tours and consultation
 June 23 – Darcy & I Audra Limpert re: Community Centre
 June 28 – Mental Health Virtual Discussion online (South Eastern AB Foundation)
 June 30 – Council information meeting
 July 1 – Canada Day duties
 July 8 – Facilities Management ESS

Various meetings with facility users & organizations in community (Zoom, phone, in person) as they gear up for events without covid restrictions
 Regular Crew and Staff tool box meetings (in person and online)
 Director's Meeting – regular Monday mornings or as scheduled

Dates for Council Consideration:

July 17 & 18 – U9 Ball Tournament at Triplex
August 7 – Hanna Seals Swim Meet

SUMMER PROGRAMS AND EVENTS – Please take note and plan to attend!

This summer we have a team effort happening to bring a variety of programs and events. Taking the lead on this initiative is Darcee Hall. Our Epic Adventures team will operate the Epic Adventures program on Mondays, Wednesday and Friday mornings weekly and then take the lead on our community events for the rest of the week. An Epic Adventures brochure is attached to this report.

Our community events this summer are directed at getting people outside, connected and improving the wellbeing of the community.

Yoga in the Park: Bluebell Rivers will be hosting three different yoga sessions to reach a variety of demographics within the community.

- Chair Yoga for Seniors: June 8th, 15th, 22nd, 29th
 - **This program will continue from July 20 to August 31 by popular demand!!**
- Rise and Shine Pool Side: July 20th, 27th, August 3rd
- Parent & Tot: August 10th, 17th, 24th

Zumba in the Park (HKH Park): Robin Rehill will be joining us to provide 3 4-week Zumba sessions every Wednesday evening.

- June 9th, 16th, 23rd, 30th
- July 7th, 14th, 21st, 28th
- August 4th, 11th, 18th, 25th

One breath Yoga (HKH Park): Carla from One Breath Yoga will also be doing yoga in the park. She will be offering 2 4-week sessions on Monday evenings.

- June 28th, July 5th, 12th, 18th
- August 9th, 16th, 23rd, 30th

DancePL3Y (HKH Park): Nadine Hein is going to be putting on DancePL3Y in the Park. It is another form of dance fitness and helps improve physical literacy by learning new movements.

- June: 24th
- July: 29th
- August: 26th

Wellness with REACH (HKH Park): Andrea Olsen & Jennifer Palmer will be partnering with us to provide mental wellness activities in the park.

- July: 15th Journal making.
- August 12th Zen Gardens

AstroDome: After the EPIC kids explore the inflatable AstroDome, we will be opening it up for a couple different age groups so other community members can register and enjoy the planetarium. With high-definition technology, it will be an out of this world experience.

- July 21st

Alien-In-Line: After the EPIC kids are done learning to roller blade this will also be open to registration for community members to partake in. They are Canadas leading skate's school and create a fun atmosphere for all.

- August 16th

Up close and Paleo: The Tyrell Museum offers presentations online- we can have 35 kids participate and depending on Covid regulations all kids can come to the community center and watch or will be given the Zoom Link to join on their own.

- August 19th

Free Music in the Park - Every Sunday afternoon 4 pm-5:30 pm, there will be musicians playing on the outdoor stage at the community center. Relax in Hector King Hunter Park, unwind, and enjoy some great musical talent. Music in the park will move into the Community Centre if weather is an issue. Performances started June 27th and have had a very positive response.

- June 27th with Scotch & Starlight (Lisa Dodd Watts & Ryan Davidson)
- July 4th: Scotch & Starlight (Lisa & Ryan duo)
- July 11th: Trevor Christensen
- July 18th: Garrett Buchfink
- July 25th: Jenn Beaupre
- August 1: Jaydee Bixby
- August 8: Chris LeBlanc
- August 15: YYC String Machine
- August 22: Shannon Smith
- August 29: Kat Danser



Ryan Davidson, Sean Watts, Lisa Dodd "Music in the Park"

A Word About Our Staff...

The Town of Hanna is proud to be a certified HIGH FIVE® community. Our trained, enthusiastic and engaging staff interact with your children in a fun summer camp environment. We are focused on providing caring leaders that will support and encourage your child during their adventures with us.

To ensure quality experience for staff and children, the Town of Hanna trains all leaders working with children in HIGH FIVE® 'Principles of Healthy Child Development' (PHCD) and Standard First Aid. Other opportunities for professional development are also encouraged when available.

Program Manager

Darcee grew up and went to school right down the road in Delia. Her work toward her Bachelor of Psychology Degree at the University of Windsor Ontario will assist her when dealing with all sorts of ages and personalities. Darcee loves to stay active and take on new adventures, so she has lots of exciting activities planned to have an 'Epic' summer!



Parents Please...

Ensure children are aware of the protocols in accordance with recommendations by Alberta's Chief Medical Officer that will be in place PRIOR to them arriving to the program. A full listing of the protocol and guidelines will be posted.

- Guardians are requested to check child's temperature prior to drop off
- Screening upon entry
- Increased hand hygiene
- Record of attendance kept on file
- Cohort information will be requested
- Social distancing will be in place. In place of 'high fives' and hugs, there will be air fives, happy dances, air hugs and more!



HIGH FIVE®

HIGH FIVE® is Canada's quality standard for children's recreation and sport.

As a registered HIGH FIVE® organization, we believe in the power of making a difference in children's lives through giving them the 'best way to play'.

HIGH FIVE® helps to ensure your child is in good hands and will enjoy a positive experience in our programs.

We are always open to your feedback about our programs.

2021

EPIC ADVENTURES



Centennial Place
501B 3rd Street West
403-854-4700
admin@hanna.ca
hanna.ca





Traditional Children's Program at Centennial Place

Epic Adventures will be held on Monday, Wednesday, and Friday providing children with outdoor activities, crafts, sport games, and community involvement.

Each week, special guests will be joining us, such as Minds in Motion from the University of Calgary, who will be providing a science activity virtually on Fridays.

July 5,7,9 **S'more Adventures**
 July 12,14,16 **Tourist Time**
 July 19,21,23 **Community Heroes**
 July 26,28,30 **National Geographic**

August 4,6 **Dive into Fun**
 August 9,11,13 **Olympians**
 August 16,18,20 **Blast to the Past**
 August 23,25,27 **Celebrations & Farewell**



Epic Adventures has adapted the traditional programming, in response to COVID-19, to offer a variety of programs to children and their families, in a safe environment. Traditional children's programming will continue to be offered, however space and frequency will be limited. Additionally, community events and programs will be offered as well!

Community Events and Programs

Thursdays will be 'Wellness Thursday' where there will be different activities each week, featuring special guests for exercise, crafts, and more! Sundays there will be 'Music in the Park' at Hector King-Hunter Park. Plans are in place to have Zumba, Yoga, and more on Tuesdays and Wednesdays! Pre-registration and fees required.

How to Register

Complete a registration form and return to Town Office with payment. Etransfer payments can be made to payments@hanna.ca, leave name and contact information in the comments. For further information call Darcee at 403-854-4433.

Additional forms and brochures are available at hanna.ca/youth.

Fees

Per child: \$5/ day

What to Bring?

Adventurers are asked to bring a nut-free snack, hat, sunscreen, water bottle, and weather appropriate clothing.

Times

Program days begin at **9:00 am** and end at **12 pm**; drop off from **8:30 am to 9:00 am** and pick up **12:00 pm to 12:30 pm**. **Please follow signage and use Northwest door of Centennial Place.**

SCHEDULED PROGRAM SPACE IS LIMITED SO SIGN UP EARLY TO ENSURE YOUR SPOT!

**DIRECTOR OF PROTECTIVE SERVICES
COUNCIL REPORT July 13, 2021**

BY-LAW ENFORCEMENT:

Complaints dealt with: June 2021 / July 2021

Animal Control 2	Garbage 0	Unightly 1	Parking 3	Grass/Weeds 26	Other 2
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- CN Rail right-of-way update: Work continues on the CN Rail property carried out by a private contractor. Many of the debris piles have been removed and the ground leveled. This should make future maintenance of this property a lot easier to do and less costly. I have included a few pictures at the end of my report of the progress being made and the excellent results of the weed control done last year. (Yellow Clematis and Yellow Toad Flax infestations)
- Continue to monitor weed and grass issues and unsightly properties throughout the community. Issued many warnings with the vast majority of these properties being remediated by the property owners within a reasonable time period.
- Have started a back-alley inspection of overhanging tree and shrub branches which are impeding vehicle traffic. Have issued a few notices to date but expect more as I complete the inspection this week.

DEVELOPMENT: June 2021 / July 2021

Permit # Type of Development Address \$ Value

D22-21	Residential Renovation	407 – 6 Avenue West	\$100,000.00
D23-21	Fertilizer Blending Plant	708 – Highway #9 West	\$800,000.00
D24-21	Home Occupation: General Contractor	105 – 3 Avenue East	\$0.00
D25-21	Interior Chair Lift	514 – 2 Avenue West	\$10,500.00
D26-21	Home Occupation: Vacuum Cleaner Direct Sales	214 – 2 Avenue East Apt.#1	\$0.00
D27-21	Car Port	410 – Centre Street	\$10,000.00
D28-21	New Roof for Deck	171 – Shacker Crescent	\$900.00

Respectfully submitted: Adrian Mohl, Protective Services

DIRECTOR OF PROTECTIVE SERVICES COUNCIL REPORT July 13, 2021

CN Property Weed control and Debris Cleanup.



COUNCIL REPORT

DATE: July 13, 2021

PRESENTED BY: Brent Olesen, Director of Public Works

- Since the June 8, 2021 Council meeting, the public works department has been busy with the following items:
 - Water & Sewer
 - We are hauling sewer from the Special Areas maintenance yard and the airport once a month. We are now hauling from Fox Lake and the Triplex holding tanks every Friday and will do so until they close at the end of season. We also hauled water and sewer from the waste transfer site this month.
 - We repaired a residential water service on 1st Street West.
 - We located the water line for Burger Baron and marked it for the GFL development.
 - We used the hydrovac truck to locate the irrigation line in the “L” boulevard west of Shacker Crescent for parks.
 - Had some pump trouble at the igloo lift station over by the museum. We have found that the pump impeller is worn out and the pump is so old they cannot find parts to rebuild it. We had the same trouble in 2019 with the other pump and bought a new one so we will be replacing this one as well.
 - We did water meter reads this month.
 - We helped unplug the sewer problem at the campsites on the south area at Fox Lake Park.
 - We have trimmed the grass/weeds around the hydrants and the signs coming into town by the fire hall.
 - Road Maintenance
 - We have been fixing potholes as they pop up.
 - We have finished line painting for crosswalks and parking. We also painted lines in the parking lots for the Parkview Manors and the Lutheran church.
 - Alleys are being graded and millings put in where needed.
 - The screener was delivered on June 16th so we will screen millings as we have time in preparation for use on alleys and graveled areas to reduce dust on the road.
 - Cemetery
 - We opened and closed for one casket and two cremations this month.
 - We did some cleanup and reseeding of grass.
 - Meetings
 - I am attending the Monday morning Director’s meetings.
 - Also attended meetings with Sinclair Plumbing in preparation for the water line to Burger Baron.

- Met with representatives from CoreAg regarding their timeline for their water service installation.
- Airport
 - We replaced the windsock and the windsock light with a new led light.
- Staff
 - Logan started on June 21st and is settling in nicely.
 - Randy is taking two weeks off in July.
 - I was off on vacation the last week of June and have booked off for the last week in July and first week of August.
- General
 - We hung banners in the downtown core. There is a mix of the old banners and 6 new ones.
 - Provided cost estimates for the poppy project base.
 - Reviewed the estimates from Top Shot to repair the nine manhole bases that they recommend for repairs. We will have to delay some as the estimate exceeds the budget.



Town of Hanna Council Agenda Background Information and Request for Decision

Date: July 13, 2021

Agenda Item No: 09.01

Item Title

Hanna Fire Department Quarterly Report

Recommended Motion

That Council accepts the Hanna Fire Department Quarterly Report for April - June 2021 for information and thanks Fire Chief David Mohl for this presentation.

Background

The Fire Chief will be in attendance to provide Council with the second quarter statistics and an update on the Hanna Fire Department. Chief Mohl will also present the Hanna Fire Department quarterly statistics for April – June 2021, as well as the monthly & yearly comparison report. This will provide an opportunity for Council to ask any questions of Fire Chief Mohl.

Communications

Highlights of the reports may be communicated through the Town of Hanna Social Media programs.

Financial Implications

Operating: _____	N/A	Capital Cost: _____	N/A
Budget Available: _____		Budget Available: _____	
Unbudgeted: _____		Unbudgeted Costs: _____	
Source of Funds: _____		Source of Funds: _____	

Policy and/or Legislative Implications

N/A

Attachments

1. Hanna Fire Department – 2021 2nd Quarter Activity Report
2. Hanna Fire Department – 2021 2nd Quarter Comparison Report



Reviewed and Approved for Submission to Council

Prepared By:

Director of Corporate Services

Financial Review:

Director of

Chief Administrative Officer

HANNA FIRE DEPARTMENT

ACTIVITY REPORT

APRIL - MAY - JUNE

2021

CLASSIFICATION	TOWN #	RURAL #	COMBINED #
Structure Fire	0	1	1
Vehicle Fire	0	2	2
Rescue/MVA	0	9	9
Grass or Feed Fire	0	10	10
Medical Assist	9	2	11
Misc	2	0	2
False Alarm	5	0	5
Total Calls 2nd Quarter	16	24	40

Calls 1st Quarter	15	12	27
Calls 2nd Quarter	16	24	40
Calls 3rd Quarter			0
Calls 4th Quarter			0

Total Calls 2021	31	36	67
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HANNA FIRE DEPARTMENT

NUMBER OF INCIDENTS MONTHLY & YEARLY COMPARISON

TOWN OF HANNA

Year	2021	2020	2019	2018	2017	2016
Jan	3	9	1	3	3	3
Feb	5	5	1	3	4	4
Mar	7	2	4	5	5	3
April	2	2	1	1	4	2
May	8	2	4	2	3	4
June	6	3	7	3	3	1
July		2	7	3	3	3
Aug		2	2	4	5	6
Sept		3	4	1	2	2
Oct		4	2	5	10	3
Nov		5	2	8	4	1
Dec		3	3	3	4	2

SPECIAL AREAS

2021	2020	2019	2018	2017	2016
2	1	1	0	1	1
4	1	0	1	2	1
3	2	2	2	0	0
4	3	7	3	6	2
4	5	1	2	4	3
9	1	1	3	5	1
	1	5	12	18	1
	7	6	6	12	1
	2	5	1	11	1
	2	4	3	5	2
	2	1	2	0	1
	1	1	2	1	1

ALBERTA TRANSPORTATION

2021	2020	2019	2018	2017	2016
0	3	2	1	1	1
1	2	2	7	1	0
2	1	4	2	2	0
2	1	0	1	1	4
2	2	0	6	3	2
3	0	1	4	4	1
	1	6	6	2	3
	6	2	4	6	2
	4	4	4	4	0
	2	1	6	3	1
	0	0	3	2	1
	3	2	2	2	3



Town of Hanna Council Agenda Background Information and Request for Decision

Date: July 13, 2021

Agenda Item No: 09.02

Item Title

Council Information Meeting – July 28 Cancellation

Recommended Motion

That Council approves the cancellation of the July 28, 2021 Council Information Meeting.

Background

At the October 13, 2020 Organizational Council Meeting, a motion was passed to set the dates for the Council Information Meetings, which are scheduled for the last Wednesday of each month.

The July Council Information Meeting is scheduled for Wednesday July 28, 2021. During discussion at the June 30th Council Information Meeting consensus was that the July 28, 2021 Council Information Meeting be cancelled.

As the Council Information Session dates are set by a motion of Council, a motion is required to change the date or cancel the meetings.

Communications

N/A

Financial Implications

Operating:	_____ N/A _____	Capital Cost:	_____ N/A _____
Budget Available:	_____	Budget Available:	_____
Unbudgeted:	_____	Unbudgeted Costs:	_____
Source of Funds:	_____	Source of Funds:	_____

Policy and/or Legislative Implications

N/A

Attachments

N/A



Reviewed and Approved for Submission to Council

Prepared By:

Director of Corporate Services

Financial Review:

Director of

Chief Administrative Officer



Town of Hanna Council Agenda Background Information and Request for Decision

Date: July 13, 2021

Agenda Item No: 09.03

Item Title

Poppy Project – Legion Park

Recommended Motion

That Council approve the request from Cheryl Stevenson representing the Community Poppy Project to install a 20' x 2' x 10' metal sculpture to honour war veterans in Legion Park, as follows:

1. The sculpture will be placed on Town owned property commonly known as Legion Park located at 222 – 2nd Avenue West (South portion of Lots 10 & 11, Block 14, Plan 6133AW).
2. The sculpture will be constructed as per the concept plan presented.
3. The full cost of the construction and any related costs will be funded through donations and the Town of Hanna and Special Areas 2 in kind contributions.
4. The Town of Hanna will cover any project funding shortfalls.

Background

Around Remembrance Day in 2018 local resident Cheryl Stevenson posted a picture on Facebook of a sculpture of metal poppies with a comment that she thought something similar in Hanna would be great and inquired as to what other people's thoughts were. Generally, the response on Facebook to her post was positive with many people indicating they would be pleased to donate to this project if funds were needed.

Cheryl took the initiative to proceed with the project, including contacting Sean Olmstead of Metal Workz to see if he would be interested in designing and constructing a similar type of sculpture, to which Sean agreed. In the meantime, there was some formal and informal fundraising happening for this project, with Covid 19 delaying the progress of this initiative. The Legion originally agreed to receive and manage the funds for this project, which amounted to approximately \$14,200.

In the spring of 2021 Sean presented his design to a small informal group of people including representatives from the Legion and the Town of Hanna. This group indicated their approval of the design which had changed significantly from the beginning, primarily as a result of more funding being available than originally anticipated. Initially the proposed location of the sculpture was in the Town owned green space adjacent to the Legion.



As the project increased in size the group approached the Special Areas regarding placement of the sculpture on their green space adjacent to Legion Park and west of their Administration Building. Special Areas, although supportive of the project, did not want the sculpture located on their property and indicated that they would provide in kind support of the following:

- Supply 8" bit & extension to dig for piles
- Install 10 sonatubes
- Provide a welder for the rebar and piles
- Supply small picker truck
- Provide the electrician /trenching /wiring for lighting of the sculpture.

The group then got together to see if the sculpture could be placed in the original location; that being the town green space adjacent to the Legion. It was determined that the best fit would be to remove the existing fence in the park and place the sculpture to the north of the fence line. The intent is to plant a row of trees north of the sculpture to screen and define the remaining parking area. This will require an amendment to the lease agreement between the Town of Hanna and the Legion as it will reduce their leased parking area by approximately 15 – 20 feet. John Ackermann, Hanna Legion President was in approval of this location with the provision the Legion handi-cap access was not impacted. The Legion at this time also indicted they were not comfortable managing the funds as it may impact or confuse potential donors between the Legion and the Poppy Project. Administration has agreed to manage the funds and the Legion has transferred the remaining funds to the Town (donations less a deposit to Sean Olmstead).

The sculpture is a metal cross approximately 9.75' high and 5' 7 ½" wide with one large poppy (3' 8") at the apex of the cross and smaller poppies decorating the remainder of the cross. There are two panels (46" x 46") on each side of the cross that will have pre-drilled holes to accommodate plaques which will display and recognize the names of veterans. The initial plan was to have the legion manage the placing of the names on the panels as a fundraiser, but in discussion with Legion representatives they have not agreed to this. The placing of names on the panels in terms of who manages this and sets the policies will need to be determined and it is Administration's opinion that the Legion will need to play a major role in the establishment of these policies as well as determining whether or not the names will be at cost or as a fundraiser.

The sculpture will be set on a concrete base 20' x 2' x 1' deep. The foundation will require 10 pilings 8" wide to a depth of 8' to support the sculpture.

According to Mr. Olmstead, the cost of the sculpture is \$15,000, which does not include the costs for the concrete base. To date Mr. Olmstead has been paid 50% of the cost of the sculpture with the remaining 50% due on completion. To prepare the base, Mr. Olmstead has spent \$3,100 on rebar, sonotubes, etc. which he has submitted for payment and has been paid out of the project funds. The funds left in the account that were generated through donations is \$3,455.86 but there is still an outstanding commitment to Mr. Olmstead in the amount of \$7,500 leaving a deficit of \$4,044.14. Mrs. Stevenson has a donation request to a major Oil & Gas Company who work in the region and is awaiting a response. If this grant application is not successful there may need to be a call for more donations to the project or the Town may be required to pick up the deficit to make sure all the costs are covered.



The estimated cost for the Town’s contribution for material to complete the base and landscape the area is approximately \$4,500.00 which is larger than originally anticipated. It is anticipated that it can be accommodated within the existing approved operational budget.

Once completed, the sculpture will become a part of the Town inventory for maintenance and upkeep.

Administration is recommending that Council authorize the Town to be involved with the Poppy Project in the following manner:

- The sculpture approved to be located on Town Owned property
- The Town will manage the funds for this project
- The Town will contribute the following as a gift in kind to the project
 - Remove and dispose of the existing chain link fence
 - Take care of any permits that may be required
 - Provide the necessary concrete for the piles
 - Provide the concrete and forms for the foundation
 - Complete the landscaping including trees, sod, irrigation, & brick work
- The Town will cover any project funding shortfalls.

Communications

Highlights of the presentation may be communicated through the Town of Hanna Social Media Programs.

Financial Implications

Operating: _____ N/A _____	Capital Cost: _____ N/A _____
Budget Available: _____	Budget Available: _____
Unbudgeted: _____	Unbudgeted Costs: _____
Source of Funds: _____	Source of Funds: _____

Policy and/or Legislative Implications

N/A

Attachments

1. Poppy Project Design
2. Poppy Project Foundation Plan - Revised



Reviewed and Approved for Submission to Council

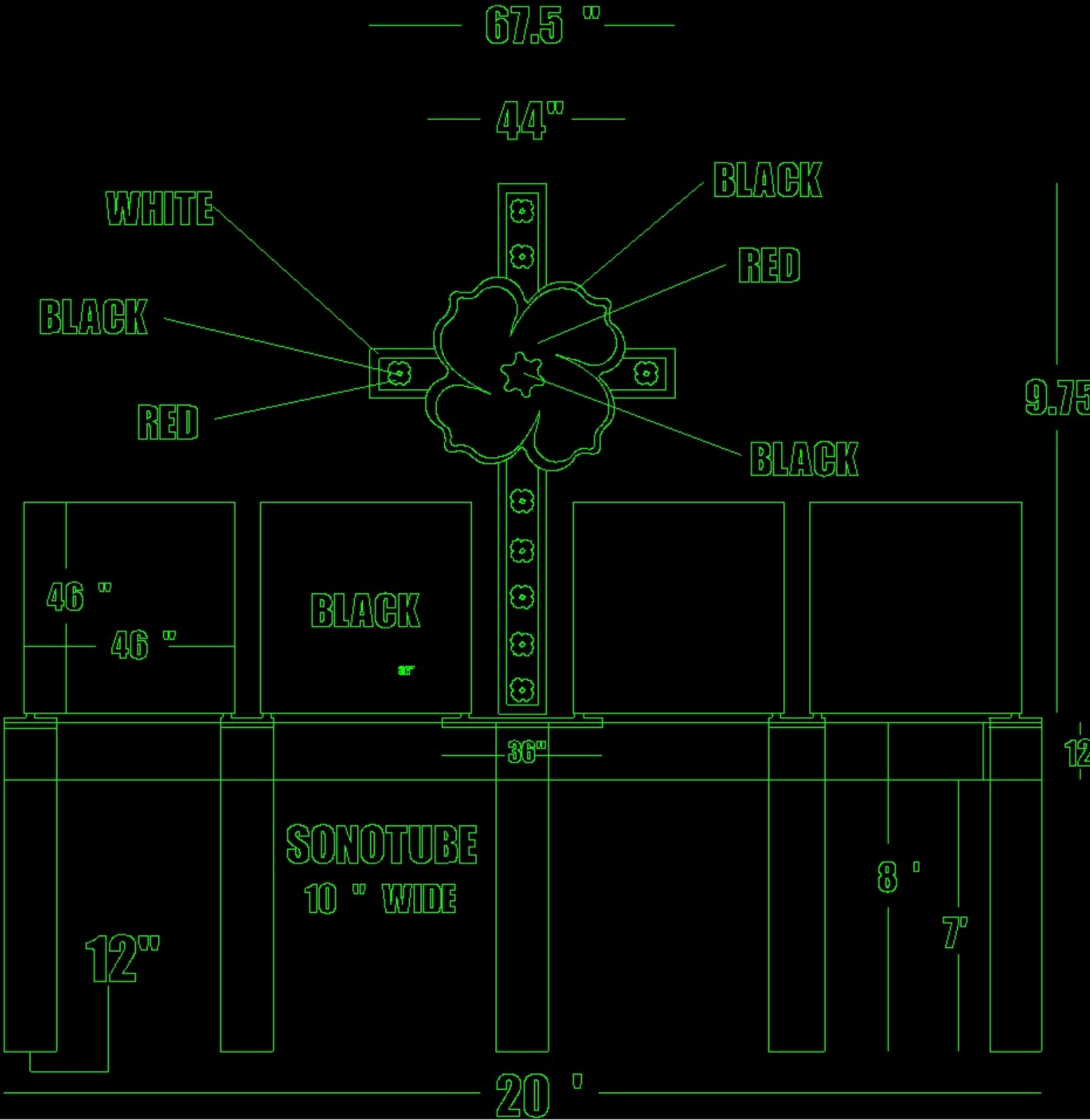
Prepared By:

Director of Corporate Services

Financial Review:

Director of

Chief Administrative Officer



Poppy Project

Item	Qty/Hrs	MATERIAL	COST	Responsibility	Date Completed
1	1	Remove existing fence and haul away		Town	
2		Permits / engineering if required		Town	
3	10	10'metal piles 2"x2" x 3/16" Thick	\$ 1,000.00	Metal Works	
4	1	H- beam 6" x 6" 1/4 " wall ,20 ' length	\$ 700.00	Metal Works	
5	10	Sonatubes 8" X 8' long	\$ 400.00	Metal Works	
6		Bobcat to auger 10 holes	\$ -		
7	16hrs	Supply 8 " bit and exstention	\$ -	SAB	
8	8hrs	Install 10 Sonatubes	\$ -	SAB/ Metal Workz	
9	40	Rebar 5/8 " x 20 ' lenghts	\$ 1,000.00	Metal Workz	
10	16hrs	Welder @ 16 hrs-Piles & Rebar	\$ -	SAB/ Metal Workz	
11	4hrs	Concrete for piles & pour		Town of Hanna	
12	16hrs	Small picker truck @16hrs	\$ -	SAB/Metal Workz	
13	???	Forms & Concrete for Foundation	\$ -	Town of Hanna	
14	8hrs	Electrician/Trenching/Wiring for lighting	\$ -	SAB	
15	8hrs	Landscaping and Material	\$ -	Town of Hanna	
		First Call/ line locate for foundation		???	
		Total	\$ 3,100.00		

Foundation – 20 ' long X 2 ' feet wide X 12 " deep
 Rebar , Piles and Sona tubes will all be in place.

There will be two separate pours required

FIRST POUR -will be completed once holes are augured and piles are installed by SAB and Metal Workz.
 Concrete pile dimension 8 ' deep x 8 " wide x Qty 10. Concrete required to fill piles @ 2 yards @ 32 mpa
 @ a cost of \$500 for material no labour included. Is the Town willing to covering this cost???

SECOND POUR - will be completed once H beam and rebar install is completed. SAB and Metal Workz.
 At this point contractor will need to install forms and pour concrete for foundation.
 Foundation size @ 20 ' long X 2 ' wide X 12" deep @ 2 yards @ 32 mpa @ a cost of \$500 for material
 no labour included. Is the town willing covering this cost ???

Metal Workz has ordered the material for foundation. Item 3,4,5&9 @ cost of \$3100.
 Is the Town willing to cover this cost ???



Town of Hanna Council Agenda Background Information and Request for Decision

Date: July 13, 2021

Agenda Item No: 09.04

Item Title

Hanna Legion Branch #25 – Lease Amendment

Recommended Motion

That Council authorizes the Chief Administrative Officer to amend the November 2015 Lease Agreement with the Royal Canadian Legion Hanna Branch # 25 for the lease of Town owned property described as the North 80 feet of Lots 10 & 11, Block 14, Plan 6133AW (222 – 2nd Avenue West) to reduce the size of the leased property from the North 80 feet to the North 65 feet and further that the annual payment be reduced from \$250.00 to \$200.00.

Background

In 2015, the Town of Hanna & the Hanna Legion Branch #25 entered into a lease agreement for the North 80 feet of Lots 10 & 11, Block 14, Plan 6133AW (222 – 2nd Avenue West). The two lots measure 125' x 60'. The Town had previously developed a small park area on the south 45 feet (avenue side) of the property.

The Legion leases the north 80' of the lot for use as a parking area to provide access to the handicap ramp and entrance to the legion building.

Council has been approached to approve the “Poppy Project” which is a large metal sculpture to be placed in Legion Park to recognize the sacrifice of the men and women who served in the military. The plan is to place the sculpture (which is 20' long x 2' wide and 10'high) to the North of the existing Park area which means it will encroach into the land leased by the Legion. The Legion is supportive of the Poppy Project and has indicated to Administration that they are agreeable with reducing their leased space by 15 feet to place the sculpture and landscape the area appropriately. As a result, an amendment is required to the lease agreement with the Hanna Legion to reduce the size of the leased property from 80' x 60' to 65' x 60'.

In addition to the change the lease agreement fee will be amended and reduced accordingly from \$250/year plus GST to \$200/year plus GST.

Communications

Highlights of the presentation may be communicated through the Town of Hanna Social Media Programs.



Financial Implications

Operating:	_____ N/A _____	Capital Cost:	_____ N/A _____
Budget Available:	_____	Budget Available:	_____
Unbudgeted:	_____	Unbudgeted Costs:	_____
Source of Funds:	_____	Source of Funds:	_____

Policy and/or Legislative Implications

N/A

Attachments

1. Hanna Legion – Amended Lease Agreement – July 13, 2021
2. Hanna Legion – Lease Agreement – November 15, 2015
3. Aerial Map of Amended Leased land.

Reviewed and Approved for Submission to Council

Prepared By: _____
Director of Corporate Services

Financial Review: _____
Director of

Chief Administrative Officer

THIS AMENDED LEASE made in duplicate this 13th day of July, 2021

BETWEEN:

TOWN OF HANNA

a Town incorporated pursuant
to the laws of the Province of Alberta
(hereinafter referred to as the "Lessor")

OF THE FIRST PART

-AND-

Royal Canadian Legion - Hanna Legion Branch # 25

(hereinafter referred to as the "Lessee")

OF THE SECOND PART

LEASE

1 PREMISES

1.1 WITNESS that for and in consideration of the rents, covenants and agreements herein reserved and contained on the part of the Lessee to be paid, observed and performed, the Lessor hereby leases to the Lessee and the Lessee hereby accepts the Lease for a parcel of land in the Town of Hanna legally described as:

North 65 feet of Lots 10 & 11, Block 14, Plan 6133AW measuring 65 feet by 60 feet more or less

hereinafter referred to as the "premises".

2 RENT

2.1 The Lessee covenants and agrees to pay to the Lessor in lawful money of Canada without demand or deduction, at the Lessor's office in the Town of Hanna, in the Province of Alberta, or at such other place as the Lessor may designate by notice in writing from time to time in each and every year during the term of this Lease the sum of two hundred dollars (\$200.00) plus gst., payable on or before the 31st day of January in each and every year of the term.

3 GOODS & SERVICES TAX

- 3.1 The Lessee covenants and agrees to pay any Goods & Services Tax (G.S.T.) applicable herein pursuant to the Excise Tax Act, or any other tax value added or otherwise, which may be imposed in addition to or in substitution of the existing Goods and Services Tax.

4 ADDITIONAL COVENANTS OF LESSEE

THE LESSEE FURTHER COVENANTS AND AGREES AS FOLLOWS:

- 4.1 The Lessee shall use the premises primarily for parking and access to the handi-capped entrance of their building located adjacent to this property.
- 4.2 The Lessee agrees to indemnify and save harmless the Lessor from any damage to person or property by reason of its occupation of the premises which is not due to any negligence, act or omission of the Lessor or those for whom it is responsible at law.
- 4.3 The Lessee will maintain a public liability insurance policy in respect of any personal injury or property damage that may arise from its use of the premises.
- 4.4 Upon the Lessee paying the rent hereby reserved and observing the covenants herein contained, the Lessee shall and may peaceably possess and enjoy the demised premises for the term hereby granted without any interruption or disturbance from the Lessor or any other person or persons lawfully claiming by, from or under it.
- 4.5 The Lessee shall not sell, rent, lease, nor knowingly permit the use by any other person, firm or corporation, any item on the premises.
- 4.6 The Lessee will be responsible for the maintenance of the property being leased and described above to the satisfaction of the Lessor.

5 DEFAULT

- 5.1 Default of the Lessee's obligations pursuant hereto, including but not limited to the payment of rent, for a period of three (3) months after receipt of written notice from the Lessor to cure such default will constitute termination of the Lease and thence it shall be lawful for the Lessor to re-enter the property and thereafter to have, possess and

enjoy the premises, and all improvements thereon shall forthwith be removed by the Lessee at its sole cost and shall remain the sole property of the Lessee. Notice of default is to be given by registered mail to:

Hanna Legion Branch # 25
Box 1407
Hanna, Alberta
T0J 1P0

6 RENEWAL

- 6.1 The rental rate of two hundred and fifty dollars (\$250.00) per annum will be automatically extended on a year to year basis unless either party gives thirty (30) days written notice.
- 6.2 In the event that the Lessor receives an Offer to Purchase the property, the Lessee will be given the right of first refusal within thirty days. If the Lessee chooses not to match the offer to purchase, the lease agreement will be considered terminated immediately.

7 SUCCESSORS AND ASSIGNS

- 7.1 The word "Lessor" wherever it occurs herein shall mean and extend to and include the Lessor, its successors and assigns, and the word "Lessee" shall mean and extend to and include the Lessee, its successors and assigns.

IN WITNESS WHEREOF the Lessee and the Lessor have each executed these presents by affixing their seals over the hands of their proper officers duly authorized in that behalf this ____ day of _____, 2021.

TOWN OF HANNA

LESSEE

Per: _____
Kim Neill, CAO

Per: _____

Per: _____

THIS LEASE made in duplicate this 26 day of November, 2015

BETWEEN:

TOWN OF HANNA

a Town incorporated pursuant
to the laws of the Province of Alberta
(hereinafter referred to as the "Lessor")

OF THE FIRST PART

-AND-

Royal Canadian Legion - Hanna Legion Branch # 25

(hereinafter referred to as the "Lessee")

OF THE SECOND PART

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- 4.3 The Lessee will maintain a public liability insurance policy in respect of any personal injury or property damage that may arise from its use of the premises.
- 4.4 Upon the Lessee paying the rent hereby reserved and observing the covenants herein contained, the Lessee shall and may peaceably possess and enjoy the demised premises for the term hereby granted without any interruption or disturbance from the Lessor or any other person or persons lawfully claiming by, from or under it.
- 4.5 The Lessee shall not sell, rent, lease, nor knowingly permit the use by any other person, firm or corporation, any item on the premises.
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5 DEFAULT

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T0J 1P0

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IN WITNESS WHEREOF the Lessee and the Lessor have each executed these presents by affixing their seals over the hands of their proper officers duly authorized in that behalf this 26 day of November, 2015.

TOWN OF HANNA

LESSEE

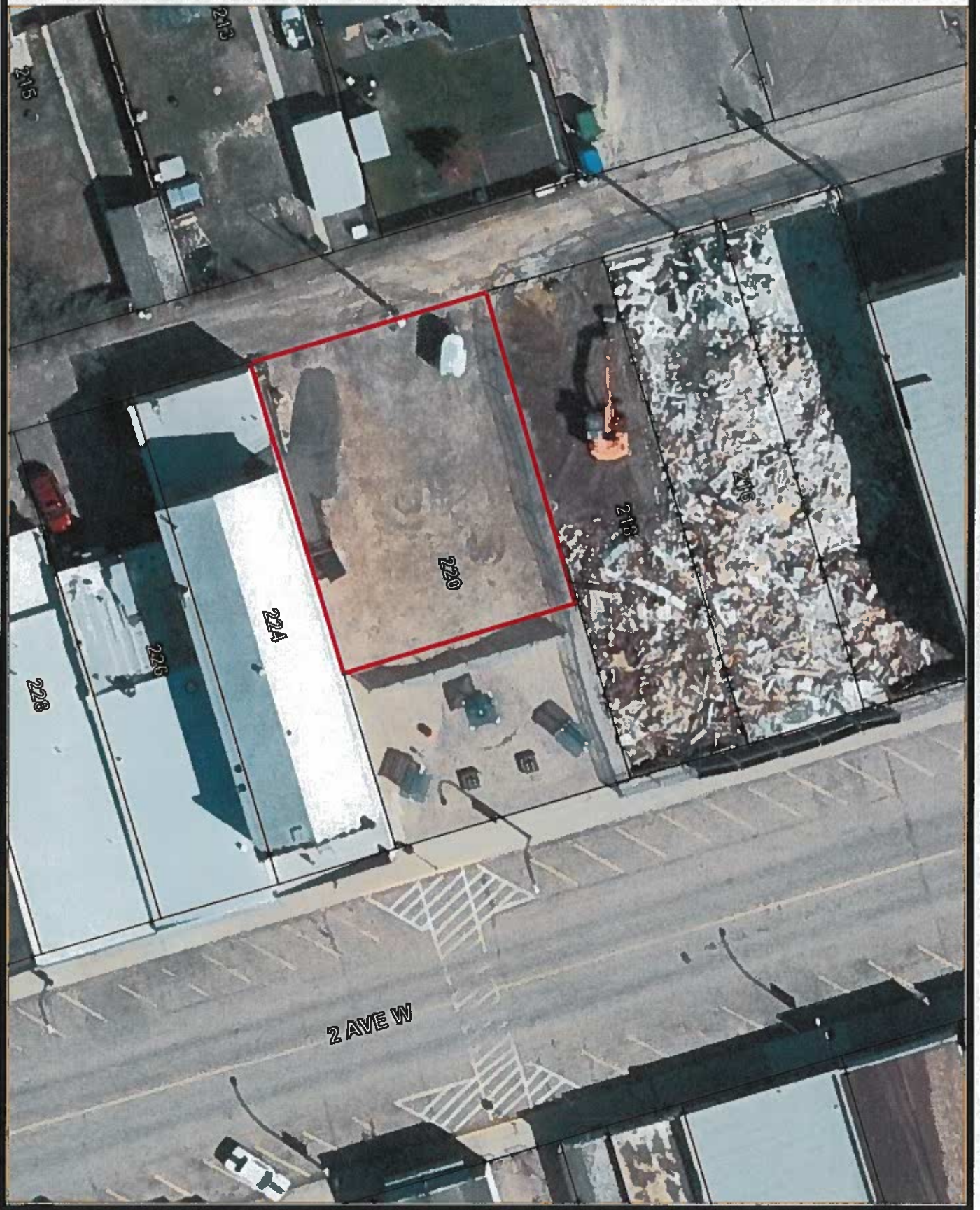
Per: 

Kim Neill, CAO

Per: 

Per: 

Legion Lease 10&11/14/6133 AW



Hanna Legion Branch 25 - Amended Lease Agreement July 13 2021



The makes no representation as to the completeness, timeliness and accuracy of the information contained on this website. The expressly disclaims liability for any and all damages and losses arising from or in any way related to the use of this website.





Town of Hanna Council Agenda Background Information and Request for Decision

Date: June 30, 2021

Agenda Item No: 9.05

Item Title

Columbarium Purchase

Recommended Motion

That Council accept the Proposal from Sunset Memorial & Stone Ltd. for the purchase of a 30 Niche Canadian Mahogany Legacy Columbarium in the amount of \$20,955 plus GST.

Background

The Town of Hanna, in the approved 2021 Capital Budget allocated \$17,000 for the purchase of a third columbarium for the Hanna Municipal Cemetery. The first columbarium purchased in 2007 has one niche available and the second one purchased in 2015 has seven niches left. In anticipation of the new columbarium, five niches have been presold to date.

Knowing that the 2021 capital budget included funds for a columbarium, a concrete base was poured at the cemetery in 2020 when the sidewalk contract was completed.

Administration sent out a Request for Proposals to nine businesses who sell and install columbariums with a deadline to respond of May 31, 2021. As of that date two proposals were received.

The proposals are similar in nature with the biggest difference being price.

Sunset Memorial & Stone Ltd.:

Columbarium is 6' 6" high
Columbarium is 4' 6" wide
Niche size 12' x 12' x 16'
End gables 4" thick
Price \$20,995 plus GST

Dawn Memorials

Columbarium is 6' high
Columbarium is 3' 11" wide
Niche size 12' x 12' x 14'
End gables 3" thick
Price \$23,173 plus GST

Administration is recommending that Council accept the Proposal from Sunset Memorial & Stone Ltd. for the purchase of a 30 Niche Canadian Mahogany Legacy Columbarium in the amount of \$20,955 plus GST.

Please note that the proposal from Dawn Memorial is from a local Hanna business if Council wishes to award the proposal to them versus the low quote from Sunset Memorial & Stone Ltd.

Communications

N/A

April 30, 2021

Town of Hanna
Request for Proposal
Supply of ONE Granite Columbarium
Closing Date: May 31, 2021

The Town of Hanna is requesting proposals for the supply of a granite columbarium to be located in the Hanna Municipal Cemetery approximately 2 km north of Hanna.

There are two granite columbariums containing 30 niches located at the cemetery (photos attached), which were purchased in 2008 and 2015. The Town of Hanna has included funds within the 2021 budget to purchase and install a columbarium of similar design and comparable features. A concrete base has been prepared at the cemetery for the columbarium,

Attached is the Specification Sheet and an aerial map of the site.

Proposals are to be clearly marked ***“Town of Hanna Columbarium”***, submitted and received at the Town of Hanna Administration Office **no later than 10:00 am on May 31, 2021**. Proposals may be:

Delivered to the Town Office at 302 – 2nd Avenue West, Hanna, AB
Mailed to The Town of Hanna, Box 430, Hanna, AB T0J 1P0
Emailed to wgutsche@hanna.ca
Faxed to Winona Gutsche at (403) 854-2772

The Town of Hanna reserves the right to accept or reject any and all Proposals and to waive irregularities and informalities at its discretion. The Town of Hanna reserves the right to accept a Proposal other than the lowest Proposal without stating reasons.

The proposal must include detailed drawings or quality photos depicting the columbarium. The latest printed specifications and advertising literature on the proposed materials, as well as applicable product maintenance recommendations should also be included.

Proposal price must include all applicable fees and taxes, including delivery & installation.

Inquiries can be directed to Winona Gutsche, Corporate Services Assistant at (403) 854-4433 or by fax or email as above.



TOWN OF HANNA - GRANITE COLUMBARIUM - REQUEST FOR PROPOSAL
CLOSING DATE - May 31, 2021

BASIC SPECIFICATIONS	Granite Columbarium - 30 niches, including delivery & installation	EXCEPTIONS
NICHES		
Y ___ N ___	Interior niche size to accommodate companion or two urns (12"x12"x16")	
Y ___ N ___	Capacity of 30 niches	
Y ___ N ___	Single door system	
DOORS - Interior		
Y ___ N ___	Minimum 1/8" thick aluminum, powder coated	
Y ___ N ___	Include lock & key for added security	
DOORS - Exterior		
Y ___ N ___	Minimum 3/4" thick granite	
Y ___ N ___	Include bronze niche fasteners & secure-it head security screws	
Y ___ N ___	Pre-Drilled for bronze wreath plates	
HARDWARE		
Y ___ N ___	Niche fasteners and security screws, with appropriate tools	
ROOF		
Y ___ N ___	4" thick Granite, polished	
Y ___ N ___	Drip groove on underside to avoid moisture seepage into the niche unit	
Y ___ N ___	Extend 2" past the columbarium unit	
END GABLES		
Y ___ N ___	4" thick Granite, polished in Canadian Mahogany	
BASE		
Y ___ N ___	6" thick Granite base, polished top & edge detail	
FOUNDATION		
Y ___ N ___	Town has poured a concrete based on specification from previous columbarium installations	
WARRANTY		
Y ___ N ___	40 years on material	
Y ___ N ___	5 years on workmanship	
Y ___ N ___	Warranty details to be provided with bid	
DELIVERY & INSTALLATION		
Y ___ N ___	Delivery & installation prior to September 30th, 2021	
Y ___ N ___	Delivery of the columbarium shall be made F.O.B. Hanna Municipal Cemetery	
Y ___ N ___	Equipment and manpower to install the columbarium is the responsibility of the supplier	
SALES & SERVICE SUPPORT		
Y ___ N ___	Supplier shall provide information pertaining to authorized local sales representative of the columbarium. The representative is capable of repairing the equipment.	

Hanna Cemetery Columbarium Base - Approximate Size & Shape (not to scale)



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Bid Submission for Town of Hanna RFP

Aaron Murphy <Aaron@sunsetstone.com>

Tue 5/11/2021 10:50 AM

To: Winona Gutsche <wgutsche@hanna.ca>

Cc: Susan <Susan@sunsetstone.com>; Gord <Gord@sunsetstone.com>

📎 2 attachments (3 MB)

Bid Proposal - Town of Hanna Columbarium May 2021.pdf; 2021 Columbarium Bid Sheet.xlsx;

Dear Winona,

Sunset Memorial and Stone Ltd. is pleased to submit a bid for the design, supply, and installation of the following item:

- 30 Niche Canadian Mahogany Legacy Columbarium (1)

Please find the following documents attached for your review:

- Bid document (Bid Proposal - Town of Hanna Columbarium May 2021)
- 2021 Columbarium Bid Sheet

Please let me know if you have any questions or concerns.

Thank you for your consideration and we look forward to your reply.

Sincerely,

Aaron Murphy, C.E.T.

Columbarium Estimator

aaron@sunsetstone.com



3300-8th Street SE Calgary AB T2G 5S7

1-800-363-3393

P (403) 243-3393 C (403) 200-4009

www.sunsetstone.com

www.columbariumUSA.com



Request for Proposal

Supply and installation of one 30 niche Canadian Mahogany columbarium.

Submission Date: May 10th, 2021

Submitted by:

Sunset Memorial & Stone Ltd.

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TERMS AND CONDITIONS

The following are a summary of Sunset Memorial & Stone's key standard terms and conditions; a full list can be provided upon request:

- All prices are in CDN\$
- Pricing includes Design, Manufacture, Delivery, and Installation

PROPOSAL CONTACTS

Gordon Leaf P.Eng., MBA *gord@sunsetstone.com*
President, Sunset Memorial & Stone Ltd.

Aaron Murphy, C.E.T. *aaron@sunsetstone.com*
Estimator

Calgary, Alberta (Head Office)

3300 – 8th Avenue S.E. T: 1.403.243.3393
Calgary, Alberta T2G 5S7 F: 1.403.243.3375

1 Executive Summary

Sunset Memorial & Stone is honoured to have the opportunity to submit a proposal to the Town of Hanna. We would be privileged to serve your community and have the following benefits to offer:

- 1.1. *Experience* – Sunset has been building memorials and columbaria for over 25 years, ranging from small family units of two niches to large city plazas, offering multiple units with thousands of niches. The company has grown from manufacturing small columbaria for local Alberta Cemeteries to a major supplier in the US market and throughout Canada. To date, we are recognized for having created the most sophisticated custom design on the market.
- 1.2. *The Design Proposal* – we have taken this experience to offer the Town our best value design that creatively combines our most durable and cost-effective niche materials along with huge value-added features like our key locked inner aluminum security door to protect the contents of the niche in the unsupervised environment of the cemetery. Our columbaria are designed with the granite shutters covering each individual niche which ensures that the cemetery staff can easily remove each granite shutter for access. The individual granite shutters are held away from the core structure using our unique bracket design. This prevents both sweating inside the niche and freezing of the granite shutter to the niche core that can occur in all-granite columbaria.
- 1.3. *Training*- Sunset's products are simple enough that a quick demonstration on how to access the niche is all that is really needed to get started. That said, the real training requirements are more on the business side of the equation. Sunset views its customer relationships on a long-term support and interaction basis. Consultations on "What is the difference between a good design and poor one?", "How do I increase niche sales?", and "What can the City do to expand its cremation offer?" are all typical questions that Sunset staff are available for at any time.
- 1.4. *References* – We are very proud of the references we have accumulated across North America, not only in terms of project scale and scope, but also in the enthusiasm that customers convey about our company. In this proposal we have provided you relevant references from customers who have purchased similar designs and models.
- 1.5. *Warranty* - Sunset has one of the best warranties in the business. LIFETIME warranty on the granite, and 25 years on workmanship.
- 1.6. *Pricing* – As pricing represents only one of the evaluation criteria for this bid, we appreciate that the Town recognizes the difference between cost and value, as Sunset believes the Town will be compelled by the excellent value represented in this submission.

2 Letter of Introduction

Thank you for allowing Sunset the opportunity to quote the Town of Hanna for the new columbarium installation project. Sunset has sold columbaria across North America for the last 25 years, and in recent years we have been able to achieve the number one market share in Canada for the following reasons:

Flexible. Sunset's designs are flexible and most often custom which enables customers to create the differentiation they require.

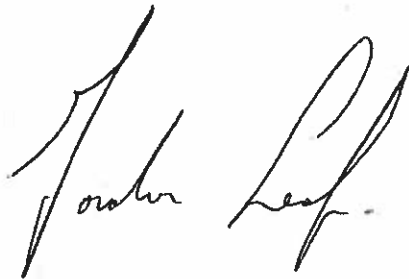
No headaches. We simply will not stop until we have achieved full customer satisfaction which is critical for our reputation and future sales opportunities.

Quality. We do not cut corners and we do not skimp on material selection. Rather than write about our quality, Sunset would prefer to rely on our customers reviews and our Warranty - one of the most extensive in the industry.

Value. When one can deliver exactly what the customer wants, in a way that is simple and with the quality that will last hundreds of years, a value proposition has been created that is simply unbeatable. I have included at the end of this document a list of Alberta cemeteries with installed Sunset columbaria to highlight the extent to which communities in Alberta have recognized this value through columbaria purchases.

I am excited about the prospects of serving your community and look forward to your response.

Sincerely,



Gordon Leaf P.Eng., MBA
President, Sunset Memorial & Stone Ltd.
(800) 363-3393

3 Design

3.1 Legacy 30 Niche Double-Sided Canadian Mahogany Granite Columbarium

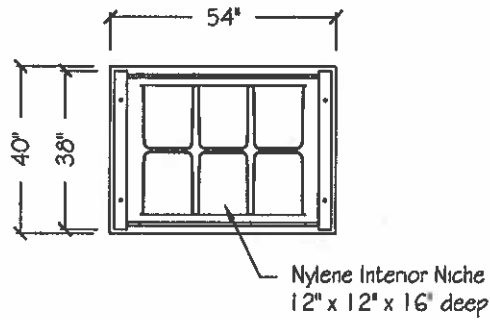
We have based our proposal on our very popular Legacy NLID (nylene niche) model. This double-sided model will have a 30-niche capacity in a 3 wide x 5 high configuration.

Our choice of materials and well-established design used to build the Legacy NLID models, enables us to provide a structurally sound and aesthetically pleasing product that we believe will allow the Town of Hanna to provide attractive cremation inurnment options to your community. Please find a photo below of an identical unit installed in the Town of Hanna in 2008 and a columbarium specification drawing in *Figure 2*.

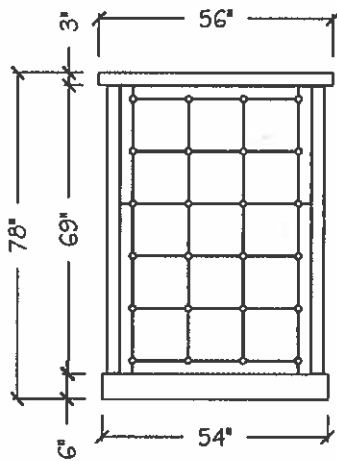


Figure 1: Canadian Mahogany 30-Niche Columbarium installed in Hanna, AB

The plan and design are, and all its contents remain, the exclusive property of Sunset Monumental & Stone Ltd and cannot be used or reproduced without written consent.



top view



front view

Specifications

- Grey granite base - polished top
- rock pitched sides
- Grey granite roof - polished finish
- Grey granite side walls - polished finish
- Granite doors - polished surface
optional colours available
- Interior niche features Sunset's key locked security door
- Total weight of Columbarium is 4,275 pounds



picture of installed 30 niche Legacy

Legacy Columbarium
16" deep Nylene interior niche
30 niches

3300 8th Street SE
Calgary, AB T2G 5S7
1-800-363-3393
sunsetstone.com
columbariumUSA.com



Figure 2: 30 Niche Double-Sided Legacy Dimensions and Specifications

3.2 Standard Features of the Legacy Columbarium

3.2.1 *The Nylene Niche Core*

Our proposal includes our Nylene niche system (*Figure 3*), as it offers the best value to the Town of Hanna. It is lighter than aluminum or concrete cores, inert to the environment, provides thermal resistance that minimizes expansion and contraction that can cause fractures in aluminum or granite cores, and its cost effectiveness allows customers to realize a superior product at a very competitive price.

3.2.2 *Unique Bracket Design*

The individual granite shutters are held away from the core structure using our unique bracket design shown in (*Figure 4*). This prevents both condensation inside the niche and freezing of the granite shutter to the niche core, which often occurs in all-granite columbarium.

3.2.3 *The Niche Depth*

The interior niches are designed to be 12" x 12" x 16" in accordance with the RFP and can accommodate two large urns. Sunset firmly believes that a 16" deep niche will ensure that cemeteries will be able to accommodate the needs of their customers, and that a shallower niche does not deliver the required value (*Figure 5*).

3.2.4 *Inner Key Locked Door*

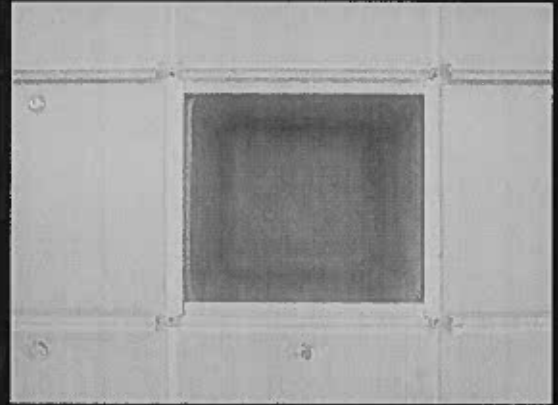
By far one of our most popular features, the security clearly demonstrated by the key lock on the concealed inner aluminum door reassures families that their loved ones are protected in the unsupervised environment of the cemetery. It is also a proven cost savings measure by eliminating the need for cemetery personnel to be on site when a granite shutter must be removed for inscription as the niche contents remain secured. The corrosion resistant components are the perfect choice for our Canadian climate. This is a standard feature in all our commercial models and details of the system can be seen in *Figure 6*.



Nylene Core Advantage

From outward appearances, the columbarium looks exactly like any other Sunset product, as the entire outer cladding is of top quality granite, but the true value is realized in the Nylene interior.

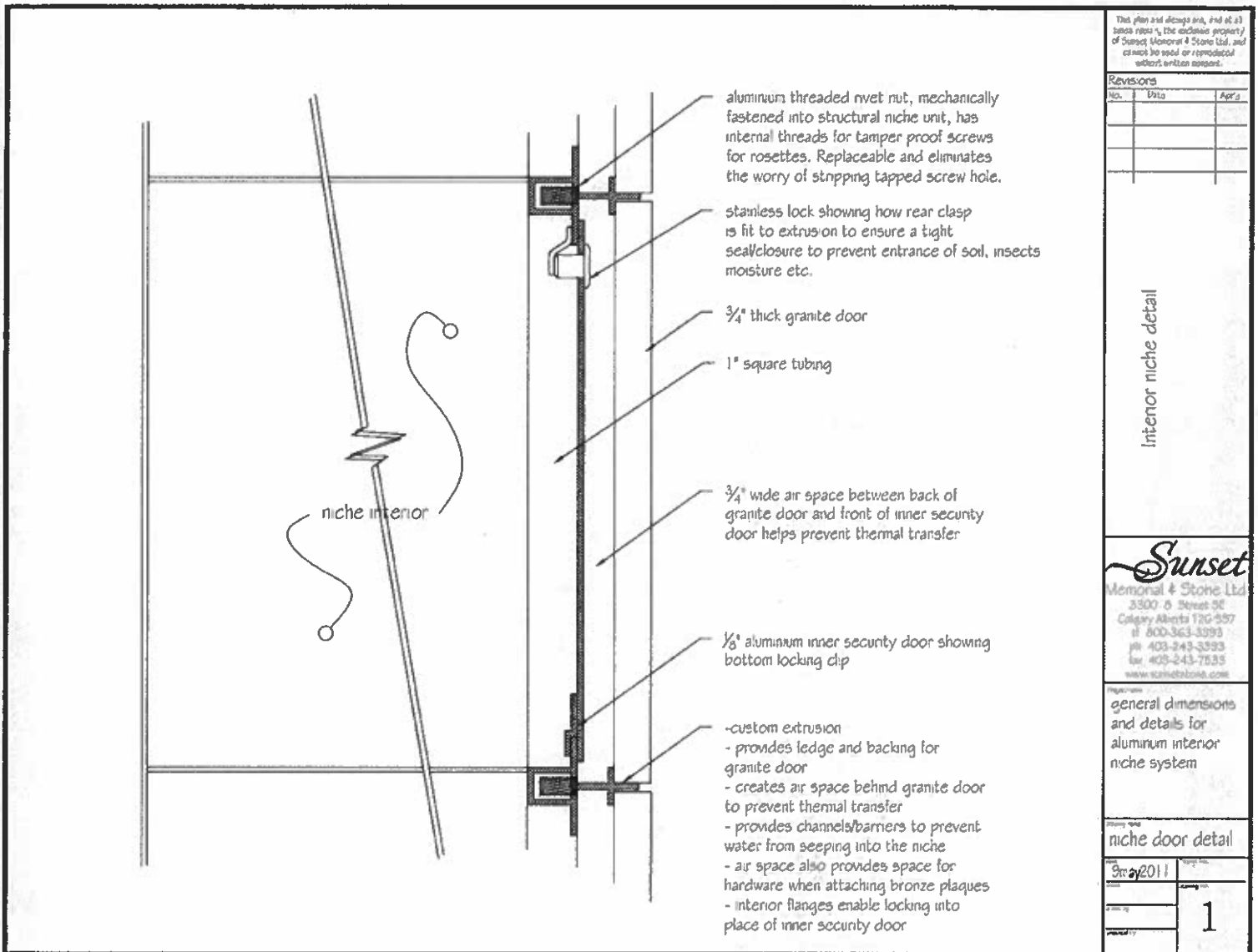
1. Lighter than concrete, all aluminum, and granite cores, thus reducing the weight on the foundation.
2. Pound for pound it is stronger than steel in compression.
3. Inert to the environment and thus will not rust or degrade over time.
4. Molded thus eliminating any unsightly caulking associated with all granite cores that will create the possibility of future maintenance issues.



The product design provides an attractive finished look to the niche.

5. Thermal resistance that minimizes expansion and contraction which can cause stress fractures in other materials like concrete and granite. The original use of the material was to shroud hot mechanical components in military tanks, and the material can easily withstand whatever the North American climate can throw at it.
6. Cost effectiveness allows customers the ability to achieve a superior product at a very competitive price.

Figure 3: Sunset's Nylene Core Advantage



This plan and design are, and all its contents remain, the exclusive property of Sunset Memorial & Stone Ltd. and cannot be used or reproduced without written consent.

Revisions		
No.	Date	App'd

interior niche detail

Sunset
Memorial & Stone Ltd.
3300 8 Street SE
Calgary Alberta T2C 9S7
t 403-243-3393
fx 403-243-7535
www.sunsetstone.com

general dimensions and details for aluminum interior niche system

niche door detail	
Rev. No.	Rev. Date
01	02/2011

Figure 4: Sunset's Unique Bracket Design

Why a 16" Niche Depth Matters



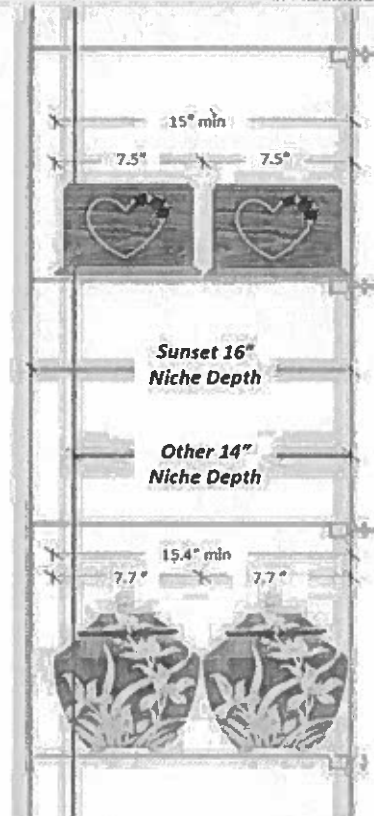
Example 1

Side View



Dimensions:
• 10" W
• 7.5" D
• 7" H

<https://www.sunsetmemorials.com/forever-love-wood-cremation-urn.html>



Example 2

Side View



Dimensions:
• 7.7" W
• 7.7" D
• 9.8" H

<https://www.sunsetmemorials.com/braving-bands-sheet-bronze-with-wedding-photos-cremation-urn.html>

The industry has moved to a 16" deep niche in part for the reasons depicted.

If you desire a smaller niche, Sunset can accommodate your needs. But please avoid the lure of lower prices without understanding the implications.

The smaller niche core will restrict the placement of a second urn.

As cremation becomes more popular, urn manufacturers are becoming more creative in their designs, resulting in larger sized urns.

Sunset's Industry Standard 16" depth niche allows for the placement of larger urns.

Figure 5: Sunset's industry standard 16" niche depth



Sunset's key locked inner aluminum security door improves the ease of niche access.



Our easy to use locking system provides families with "peace of mind" that their loved ones are secured.

The key locked inner security door also reduces cemetery operating costs by eliminating the need for security/management oversight when the external granite doors are removed for inscription.

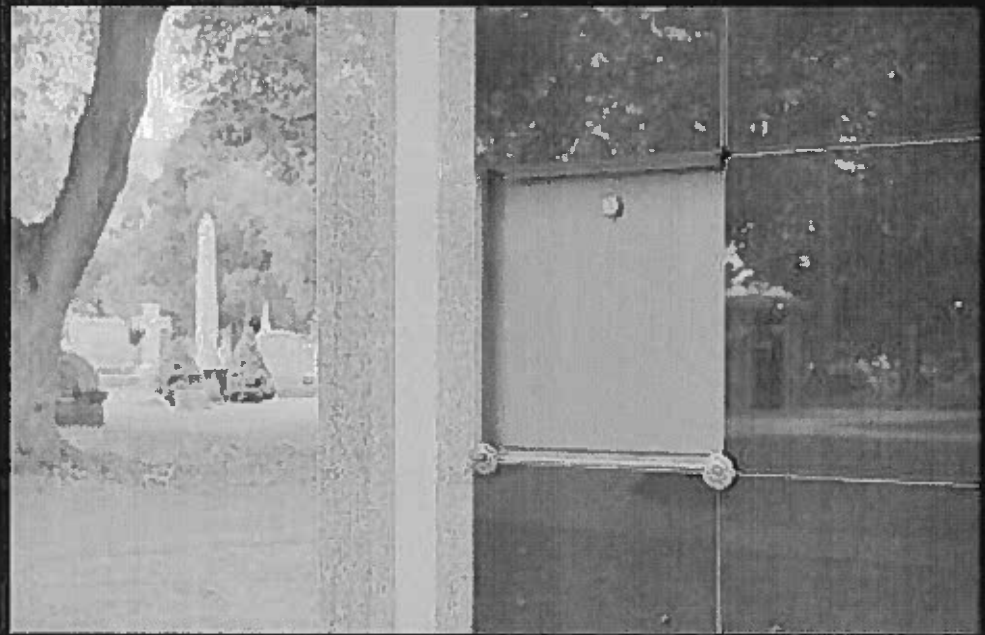


Figure 6: Sunset's unique key-locked security door



4 Project Schedule

Typically, the project from order to install will take approximately 16 weeks. If the contract is awarded by May 2021, Sunset does not anticipate any issues with having the project completed by September 2021.

Schedule Start	May-21												Schedule End	Sep-21	
	Wk 1	Wk 2	Wk 3	Wk 4	Wk 5	Wk 6	Wk 7	Wk 8	Wk 9	Wk 10	Wk 11	Wk 12		Wk 13	
Contract Awarded	█														
Design Complete			█												
Granite Manufactured				█											
Granite Shipped						█									
Core Manufactured							█								
Columbarium Assembly												█			
Shipping and Installation														█	
Contingency															█

Figure 7: Typical Schedule of Events

5 Sunset’s Proposal

5.1 Pricing

Price includes design, supply, and installation of one (1) Legacy 30 niche columbarium.

Description		Per Unit Price	Qty	Total Price	Price per Niche
Item 1	Legacy NLID 12x12x16 Inch 30 Niche 3x5 Double-Sided Configuration	\$20,955	1	\$20,955	\$698
	GST (5%)			\$1,048	
	Total (All fees and taxes included)			\$22,003	

5.2 Please note, the following items are not included in this proposal:

1. Crane surcharges if we are not able to set up a crane and delivery truck to within 25 feet of the intended locations.
2. Ground preparation – compaction gravel and ground tamping are required to ensure stability of the columbaria.
3. Concrete foundation.

6 References

6.1 Reference #1 City of Calgary

Project Name: City of Calgary St. Mary's Cemetery Project
Description of Work: Manufacture, Delivery, Install of 400 plus niche columbarium garden.
Value of Project/Contract: \$200,000
Completion Date: Jan 2018
Client Name: City of Calgary
Contact Person: Gary Daudlin
Phone Number: (403) 221-3660
Email Address: gary.daudlin@calgary.ca

6.2 Reference #2 Town of Three Hills

Project Name: Custom match existing columbarium
Description of Work: Manufacture, Delivery, Install of a 64 niche columbarium using Sunset's Allura Rosette-less system.
Value of Project/Contract: \$25,000
Completion Date: 2020
Client Name: Town of Three Hills
Contact Person: Kristy Sidock
Phone Number: (403) 443-5822
Email Address: ksidock@threehills.ca

6.3 Reference #3 Sherwood Park, Glenwood Memorial Gardens

Project Name: Two separate columbarium gardens with pergolas
Description of Work: Manufacture, Delivery, Install of two gardens totaling 240 niches.
Value of Project/Contract: \$117,000
Completion Date: October 2020
Client Name: Arbor Memorials
Contact Person: Kelly Brigley
Phone Number: (416) 763-3230 x3070
Email Address: KBrigley@arbormemorial.com

7 Example Warranty

(A signed version will be sent upon delivery of columbaria)

Purchaser:
Contract number:
Date of Purchase:

Sunset Memorial & Stone Ltd. guarantees the granite parts of the columbarium furnished under the Warranty Certificate.

Sunset Memorial & Stone Ltd. guarantees unconditionally, that this columbarium will not check, crack or disintegrate from exposure to the elements in any season or in any climate, and that no colouring matter or injurious materials were used in obtaining the highly polished, mirror-like surface, hammered or rock surface, which are natural colours of the granite.

Sunset Memorial & Stone Ltd. further guarantees to replace, free of all expenses, to the original purchaser, to any subsequent owner of the columbaria, or to the cemetery in which the columbaria is located, any part or parts of the columbarium covered by this certificate, that may develop imperfections, as indicated herein, for a period of twenty five (25) years on parts and workmanship, and lifetime on granite from the date of purchase of the columbarium.

Sunset Memorial & Stone Ltd.

Gordon Leaf
President

Note: This warranty will not cover acts of vandalism or inadvertent damage caused by cemetery operations (example – rock chips caused by grass cutters).

8 List of Alberta Cemeteries with Sunset Columbaria Installed

Acme	Ponoka
Airdrie	Raymond
Athabasca	Red Deer
Barrhead	Redcliff
Black Diamond	Rimby
Byemore	Sherwood Park – Glenwood
Calgary – City of Calgary	Spruce Grove
Calgary – Rocky View	St. Albert
Calgary – Mountain View (Arbor)	Stettler
Calgary – Eden Brook (Arbor)	Strathmore
Camrose	Three Hills
Carstairs	Trochu
Cochrane	Valleyview
Crossfield	Vegreville
Dickson	Vermillion
Didsbury	Wetaskiwin
Drumheller	Whitecourt
Edmonton – Mount Pleasant	
Edmonton – Evergreen (Arbor)	And many more to come this year....
Edson	
Fort McMurray	
Gleichen	
Grand Cache	
Hanna	
Hinton	
Innisfail	
Leduc	
Lethbridge (Memorial Wall)	
Mayerthorpe	
McGrath	
Medicine Hat – Saamis Prairie View	
Medicine Hat – City	
Okotoks	
Olds	
Pincher Creek	

TOWN OF HANNA - GRANITE COLUMBARIUM - REQUEST FOR PROPOSAL
CLOSING DATE - May 31, 2021

BASIC SPECIFICATIONS	Granite Columbarium - 30 niches, including delivery & installation	EXCEPTIONS
NICHES		
Yes ___ N ___	Interior niche size to accommodate companion or two urns (12"x12"x16")	
Yes ___ N ___	Capacity of 30 niches	
Yes ___ N ___	Single door system	
DOORS - Interior		
Yes ___ N ___	Minimum 1/8" thick aluminum, powder coated	
Yes ___ N ___	Include lock & key for added security	
DOORS - Exterior		
Yes ___ N ___	Minimum 3/4" thick granite	
Yes ___ N ___	Include bronze niche fasteners & secure-it head security screws	
Yes ___ N ___	Pre-Drilled for bronze wreath plates	
HARDWARE		
Yes ___ N ___	Niche fasteners and security screws, with appropriate tools	
ROOF		
Yes ___ N ___	4" thick Granite, polished	
Yes ___ N ___	Drip groove on underside to avoid moisture seepage into the niche unit	
Yes ___ N ___	Extend 2" past the columbarium unit	
END GABLES		
Yes ___ N ___	4" thick Granite, polished in Canadian Mahogany	
BASE		
Yes ___ N ___	6" thick Granite base, polished top & edge detail	
FOUNDATION		
Y ___ N ___	Town has poured a concrete based on specification from previous columbarium installations	N/A
WARRANTY		
Yes ___ N ___	40 years on material	
Yes ___ N ___	5 years on workmanship	
Yes ___ N ___	Warranty details to be provided with bid	
DELIVERY & INSTALLATION		
Yes ___ N ___	Delivery & installation prior to September 30th, 2021	
Yes ___ N ___	Delivery of the columbarium shall be made F.O.B. Hanna Municipal Cemetery	
Yes ___ N ___	Equipment and manpower to install the columbarium is the responsibility of the supplier	
SALES & SERVICE SUPPORT		
Yes ___ N ___	Supplier shall provide information pertaining to authorized local sales representative of the columbarium. The representative is capable of repairing the equipment.	

Dawn Memorials

Box 1961

Hanna, Alberta

T0J1P0

stickeljill@hotmail.com

403-854-5888

403-854-1858



TOWN OF HANNA COLUMBARIUM

To Whom It May Concern,

Thank you for your consideration for proposal for the Town Of Hanna Columbarium. Dawn Memorials would be honored to help you with this project.

Please find attached the purposed columbarium specifications. The cost including GST and delivery and installation would be \$24,331.65.

**Sincerely,
Jill Olesen
Dawn Memorials**



4 ROCK OF AGES
 STANSTEAD, Qc JOB 3E2
 TEL.: (819) 876-2745
 FAX : (819) 876-2234

TITLE

30 NICHE
 COLUMBARIUM

ORDER

DRAWN BY:

BW

SCALE

1:22

DATE

2021-04-27

REF. H115and16atSummitMemorial(Columbaria 30
 NICHE 30 Niche Columbarium (Mahogany))

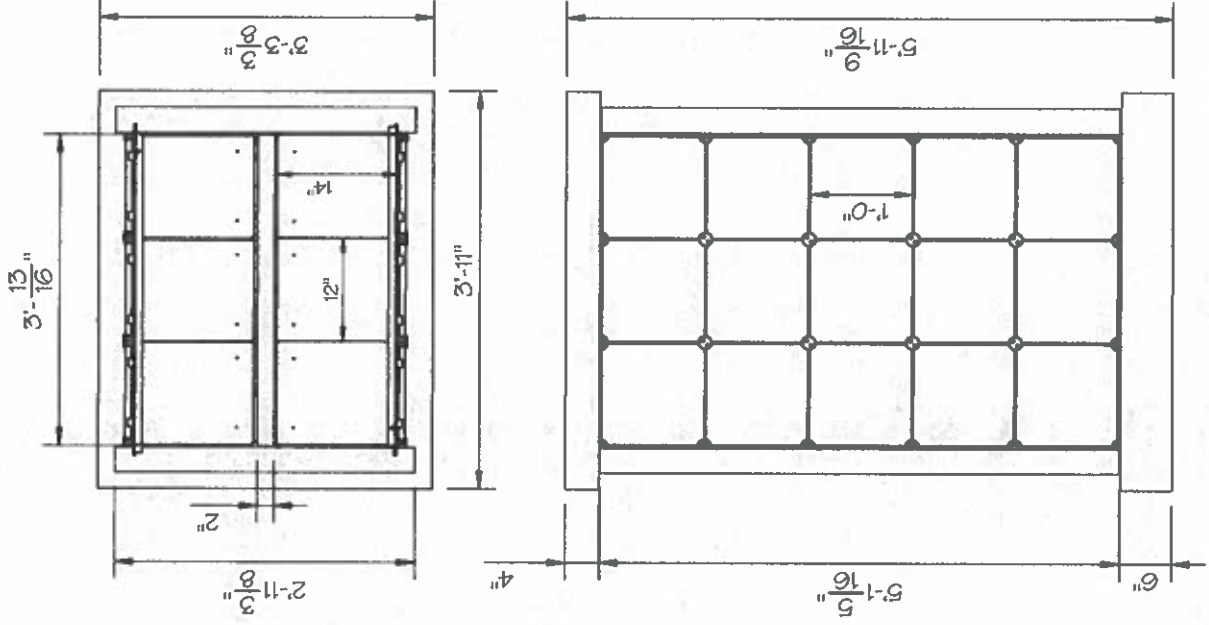
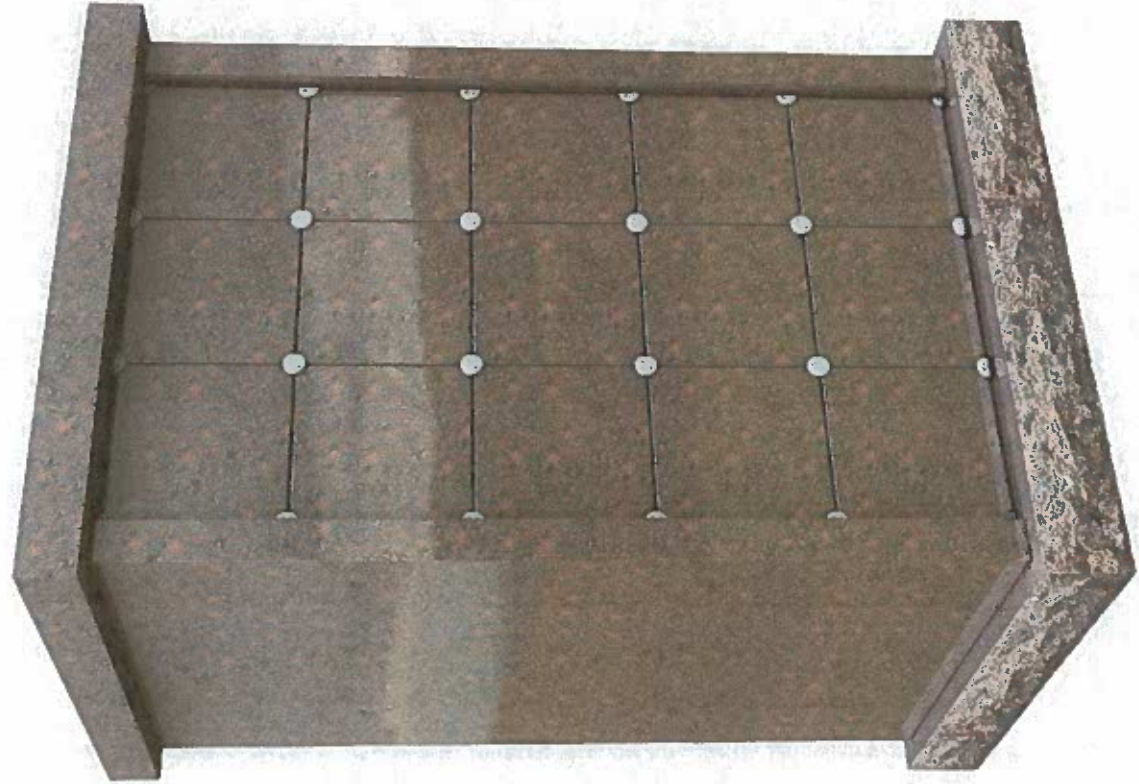
WEIGHT

4316 LBS

CLIENT

SUMMIT

This detail was prepared
 for your approval
 Sign and return
 Approved by _____
 Date: _____



THESE DRAWINGS ARE THE PROPERTY OF ROCK OF AGES

MATERIAL

MAHOGANY

FINISH

ALL POLISHED WITH A ROCK PITCHED BASE

REVISION-

...

ITEM

QUANTITY

TARGET DATE

FULL PERPETUAL MAUSOLEUM / COLUMBARIUM WARRANTY

ROCK OF AGES CANADA INC., STANSTEAD, QUEBEC

Rock of Ages Canada Inc. hereby certifies that your Rock of Ages mausoleum or columbarium is made of Premium Granite selected by us for its outstanding natural color and grain. We further certify that any non-granite portion of your Rock of Ages mausoleum or columbarium is of the highest degree of quality and permanence compatible with our standards of manufacture. Your mausoleum or columbarium has been manufactured, inspected and approved under the strictest mausoleum or columbarium quality standards in the granite industry.

ROCK OF AGES CANADA INC. WILL REPLACE WITHOUT CHARGE ANY GRANITE PORTION OF YOUR ROCK OF AGES MAUSOLEUM OR COLUMBARIUM SHOULD THAT PORTION CRACK, CHECK OR PROVE DEFECTIVE IN ANY WAY ATTRIBUTABLE TO THE GRANITE OR WORKMANSHIP AND VERIFIABLE BY OUR FIELD INSPECTORS

Such replacement and related costs, including material, labor, shipping and installation will be borne by us and/or our Authorized Retailers. This warranty in no way authorizes the party seeking warranty coverage to incur any expense toward replacement or related costs without prior written consent from Rock of Ages Canada Inc. In the event of a defect in the warranted mausoleum or columbarium, a claim must be made in writing and mailed to Customer Service Department, Rock of Ages Canada Inc., 4 Rock of Ages Street, Stanstead, Quebec, J0B 3E2.

Rock of Ages Canada Inc. further warrants that any replacement will be of a color, grain and grade of granite as nearly identical as possible to the original. Since granite is quarried natural stone, we cannot guarantee or warrant that the given color or grain will always be available. While every effort will be made to match the original granite, Rock of Ages Canada Inc. reserves the right to replace the defective portion with granite of a grade, color and grain marketed by Rock of Ages Canada Inc. at the time when this warranty may be honored which is comparable in all other respects of material, quality and workmanship as the original.


Rock of Ages Canada Inc. is not responsible under any circumstances for any damage to or staining of the mausoleum or columbarium resulting from acts or omissions of any kind other than acts or omissions of Rock of Ages Canada Inc. covered by this warranty. Without limiting the generality of the foregoing, Rock of Ages Canada Inc. is not responsible for cleaning accumulated dirt or other material coming in contact with the mausoleum or columbarium or their effects, vandalism, theft, war, flood or other acts of God, environmental or atmospheric conditions, or the act or omission of any party including the purchaser.

This full warranty extends to the original purchaser, the purchaser's heirs or assignees, and the cemetery where the Rock of Ages mausoleum or columbarium has been placed. This warranty is valid in perpetuity and becomes effective upon the date when the terms and conditions of the purchase agreement have been met between the purchaser and the Authorized Rock of Ages Retailer.

AS VISUAL EVIDENCE OF THIS WARRANTY, THIS ROCK OF AGES TRADEMARK SEAL  HAS BEEN PERMANENTLY ETCHED INTO THE MAUSOLEUM. ONLY MAUSOLEUMS OR COLUMBARIA BEARING THIS SEAL ARE GENUINE ROCK OF AGES MAUSOLEUMS OR COLUMBARIA COVERED BY THIS WARRANTY.

This Trademark Seal is protected under Canadian Registration No. 187267. Rock of Ages Canada Inc. disclaims any and all responsibility for any mausoleums or columbaria not bearing this genuine Trademark Seal applied by Rock of Ages Canada Inc. or for any certificates, guarantees or warranties which are not signed by the President of Rock of Ages Canada Inc.

This warranty is backed by the Rock of Ages Warranty Trust, an independent Trust funded by Rock of Ages Corporation and administered by an Independent Trustee. Only in the unlikely event that Rock of Ages Corporation ceases to exist (in which event Rock of Ages Corporation, as used herein, shall be deemed to mean the Rock of Ages Warranty Trust), a claim must be made in writing to the Rock of Ages Warranty Trust, Wilmington Trust Company, Rodney Square North, 1100 North Market Street, Wilmington, DE 19890-0001, Attn: Claims.


President, Rock of Ages Canada Inc.

SAMPLE



TOWN OF HANNA - GRANITE COLUMBARIUM - REQUEST FOR PROPOSAL
CLOSING DATE - May 31, 2021

BASIC SPECIFICATIONS	Granite Columbarium - 30 niches, including delivery & installation	EXCEPTIONS
NICHES		
Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Interior niche size to accommodate companion or two urns (12"x12"x16")	12 x 12 x 14
Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Capacity of 30 niches	
Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Single door system	
DOORS - Interior		
Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Minimum 1/8" thick aluminum, powder coated	
Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	Include lock & key for added security	ROSETTES on DOORS
DOORS - Exterior		
Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Minimum 3/4" thick granite	
Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Include bronze niche fasteners & secure-it head security screws	
Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Pre-Drilled for bronze wreath plates	
HARDWARE		
Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Niche fasteners and security screws, with appropriate tools	
ROOF		
Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	4" thick Granite, polished	
Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Drip groove on underside to avoid moisture seepage into the niche unit	
Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Extend 2" past the columbarium unit	
END GABLES		
Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	4" thick Granite, polished in Canadian Mahogany	3" THICK
BASE		
Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	6" thick Granite base, polished top & edge detail	
FOUNDATION		
Y <input type="checkbox"/> N <input type="checkbox"/>	Town has poured a concrete based on specification from previous columbarium installations	
WARRANTY		
Y <input type="checkbox"/> N <input type="checkbox"/>	40 years on material	
Y <input type="checkbox"/> N <input type="checkbox"/>	5 years on workmanship	
Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Warranty details to be provided with bid	
DELIVERY & INSTALLATION		
Y <input type="checkbox"/> N <input type="checkbox"/>	Delivery & installation prior to September 30th, 2021	WILL DEPEND WHEN ORDER IS PLACED
Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Delivery of the columbarium shall be made F.O.B. Hanna Municipal Cemetery	
Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Equipment and manpower to install the columbarium is the responsibility of the supplier	
SALES & SERVICE SUPPORT		
Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	Supplier shall provide information pertaining to authorized local sales representative of the columbarium. The representative is capable of repairing the equipment.	

Date: July 13, 2021

Agenda Item No: 09.06

Item Title

Province of Alberta – Non Government Users – Cost Recovery Policy

Recommended Motion

That Council direct the Mayor to send a letter to the Ministers of Infrastructure, Advanced Education, Community and Social Services and MLA Horner indicating that the recently approved Non-Government User Space Use Policy be reconsidered for Community Adult Learning Programs to reduce the negative impact it will have on those organizations in Rural Communities.

Background

In the fall of 2020, the Ministry of Infrastructure approved a new Non-Government User Space Use Policy which will require Non-Government Users in Provincially owned space to move from a no cost or partial cost recovery leases to full cost recovery.

This development created a drastic change and will have a huge impact on the expense levels for the Hanna Learning Centre (HLC) and other Community Adult Learning Programs (CALP) in rural Alberta. This new policy will be financially devastating to HLC and destructively effect all the rural communities we support and provided programs and services to.

These CALPs are currently funded by Alberta Advanced Education, and this change will make the spaces they are occupying no longer a viable option for most. This new measure will further dilute the current supports and services, which in turn will marginalize rural Albertans, industries, and local communities.

The HLC and the respective CALP organizations have been working with the appropriate ministries to have this policy reconsidered for Community Adult Learning Programs; considering the significant impact, it would have on those rural communities. It is likely that most of these building will otherwise remain vacant in rural Alberta as the market price would certainly be way more than the market could bear in the economy of rural Alberta. HLC administration indicated that it appeared there was progress being made on this front, but this hope has recently disappeared.

As Council is aware, the Hanna Learning Centre is a community resource providing multi-purpose community-based services including Labour Market Resource Centre, Career Services, Community Adult Learning Programs including Adult and Family Literacy Programs, Volunteer Hanna, Community Building Initiatives and Business Services. This comprehensive organizational design strengthens the effectiveness, efficiency and reflexiveness of the programs and services they offer. Hanna Learning Centre uses an intersectional lens to respond to emerging needs and evolving demographics in the community through a multidisciplinary approach. The HLC is dedicated to finding creative client-centered solutions by utilizing their organization's collective knowledge and strong community partnerships. Hanna Learning Centre is dedicated to supporting the needs and interests of the community through collaboration with local and regional agencies and community partners.



While it is always prudent for decision makers to look at their bottom line and make decisions to address their revenue shortages or reduce expenditures to be fiscally responsible, a one size fits all policy does not work in rural communities where it may work in larger urban settings. Below are the key messages that the Town of Hanna will send to the appropriate ministries:

- Current Government of Alberta funding (grants/contracts) allocated for staffing, programs and services, will need to be reallocated to pay Alberta Infrastructure Lease (Government dollars to pay Government). That is if those current agreements can be amended to reallocate budgeted funds.
- The impact will be; possible loss of jobs and decreases in services and programs in our community/region.
- The full cost recovery lease amount is exorbitant.
- Hanna does not have a move in ready space/facility to accommodate the HLC.
- HLC accommodates visiting offices/programs to provide services in our region. (e.g.) Mental Health and Addictions, Children Services, Growing Families, Counseling Services, Project REACH, Prairie Land Outreach School, Service Canada, Turning Point-Harm Reduction Outreach, Campus Alberta Central, Junior Achievement testing...to name a few
- If the HLC is forced out of the Hanna Provincial Building, half of the facility will become empty with little to no opportunity of that space being filled and ultimately not bringing the Government the revenue they anticipated through this Policy change.

Communications

Highlights of the presentation may be communicated through the Town of Hanna Social Media Programs.

Financial Implications

Operating: _____	N/A	Capital Cost: _____	N/A
Budget Available: _____		Budget Available: _____	
Unbudgeted: _____		Unbudgeted Costs: _____	
Source of Funds: _____		Source of Funds: _____	

Policy and/or Legislative Implications

N/A



Attachments

1. Alberta Infrastructure Letter to HLC – New Non-Government User Space Use Policy
2. Alberta Infrastructure – Non-Government User Space Use Policy
3. Community Adult Learning Program – Response Letter to Alberta Infrastructure – New Non-Government User Space Use Policy

Reviewed and Approved for Submission to Council

Prepared By:

Director of Corporate Services

Financial Review:

Director of

Chief Administrative Officer

January 25, 2021

Hanna & District Association for Lifelong Learning
P.O. Box 1255
Hanna, AB T0J 1P0

Dear Doray Veno:

The Government of Alberta recently approved the Non-Government User Space Use Policy (the Policy), attached. This Policy supports fiscal responsibility and stewardship of Alberta's public finances and assets, and provides a consistent and transparent manner in which non-government users access space in a government building.

This policy change will affect your occupancy in the Hanna Provincial Building. The most notable aspects of the Policy are:

- Discontinuation of no-cost and partial cost-recovery occupancy agreements.
- Requirement to obtain a sponsor ministry support to have space in a government building for a full cost recovery or full cost recovery plus rate.
- An unsponsored non-government user can use government building under a market rate.

We have confirmed Alberta Advanced Education support for your not-for-profit organization and your occupancy rate will be:

- Full Cost Recovery
- Full Cost Recovery Plus [10-50%] of net rent

Alberta Infrastructure will contact you directly regarding more specific details of your occupancy agreement and the rents due as of April 1, 2022. If for any reason you are no longer making use of your space, or wish to surrender your space before rental increases take effect, please notify:

Mike Magathan, Director
Leasing
Alberta Infrastructure
3rd Floor, 6950 - 113 Street NW
Edmonton, Alberta T6H 5V7

We will work with you to make this transition as smooth as possible. If you have any questions, please contact:

Ostap Sokha
Manager, Facilities
780-554-3311 | Ostap.Sokha@gov.ab.ca

Attachment

NON-GOVERNMENT USER SPACE USE POLICY

I. Purpose and Description

This Policy will formalize and standardize the Government of Alberta (GoA)'s approach to establishing and setting rental rates for **Occupancy Agreements** with **Non-Government Users (NGUs)**.

This Policy aims to:

- enable equitable and consistent practices for establishing **Occupancy Agreements** with **NGUs**;
- improve management of **Infrastructure Assets**;
- increase accountability relating to **NGUs**; and
- provide guidance to **Sponsoring Ministries** with respect to **Occupancy Agreements**.

II. Application and Scope

This Policy applies to all **NGUs** requesting use of space within **Infrastructure Assets**, all **Sponsoring Ministries**, and Infrastructure personnel.

1. In-Scope:

1. vacant land, land with buildings or other fixtures and improvements, or any portion thereof, and parking stalls used by an **NGU**;
2. **NGUs** occupying **Infrastructure Assets**; and
3. property occupied by a **NGU** contractor who is an individual supplying services to the GoA.

2. Out-of-Scope:

1. property occupied by GoA ministries;
2. any lands within the boundaries of the transportation and utility corridors; and
3. organizations who are government sector entities and consolidated within the greater GoA financial statements.

III. Stipulations

3. Access

GoA use of **Infrastructure Assets** takes priority over **NGU** use.

An **NGU** request to occupy an **Infrastructure Asset** may be considered if:

- The GoA does not require the asset for its own purposes for the proposed term of the **NGU Occupancy Agreement**;
- Use of an asset by an **NGU** does not interfere with any GoA asset management plans; and
- Issuing an **NGU Occupancy Agreement** would not inhibit future strategic or economic GoA use.

Infrastructure will not procure non-GoA owned asset in order to sublet to an **NGU**.

4. Eligibility

An **NGU** shall not occupy **Infrastructure Assets** without an Infrastructure-issued **Occupancy Agreement**. **Occupancy Agreements** shall only be issued to **NGUs**. An **NGU** is any individual or incorporated organization who is not an employee or appointee of the GoA or a government sector entity who is part of the consolidated Government of Alberta entity as set out in the GoA Annual Report.

NON-GOVERNMENT USER (NGU) SPACE USE POLICY

5. Rental Rates

NGUs will qualify for one of three rental rates depending on where they fit into the NGU Tier Structure and parking fees for all NGUs will be assessed at fair market value. Infrastructure will determine For-Profit and Not-For-Profit status using Corporate Registries.

NGUs seeking less than **Market Rent** are required to obtain the support of a **Sponsoring Ministry** who will classify their NGUs by completing *Appendix 1: Declaration of Ministry Sponsorship*. The Declaration of Ministry Sponsorship must be completed for all Tier 1 or 2 NGUs before a new lease or renewal can commence.

Tier	Tier Description	Rental Rate
1	<u>Essential NGUs</u> are not-for-profit entities deemed by the Sponsoring Ministry through a Declaration of Ministry Sponsorship to provide essential core services on behalf of the Sponsoring Ministry .	<p>Cost-Recovery Rent:</p> <ul style="list-style-type: none"> in owned property, an Occupancy Agreement where the NGU does not pay Infrastructure net rent but pays their proportionate share of the operating costs; or in leased property, a sub-Occupancy Agreement where the NGU pays all of Infrastructure lease costs, including net rent and Infrastructure's contribution to operating costs under the Infrastructure "head lease", on a proportionate share basis.
2	<u>Supportive NGUs</u> are not-for-profit entities deemed by the Sponsoring Ministry through a Declaration of Ministry Sponsorship to provide programs that align with the Sponsoring Ministry's mandate, but which services are not considered core to government.	<p>Cost-Recovery Rent plus 10%-50% Net Rent:</p> <ul style="list-style-type: none"> Cost-Recovery Rent (as above) plus a minimum of 10% of net rent. Sponsoring Ministries may apply a rate of up to Cost-Recovery plus 50% of net rent for Tier 2 NGUs. For Tier 2 NGUs, percentage of net rent applied in the rental rate will be determined on a case-by-case basis when Sponsoring Ministries complete <i>Appendix 1: Declaration of Ministry Sponsorship</i>.
3	<u>Unsupported NGUs</u> are for-profit NGUs and any not-for-profit NGUs who do not qualify for Tiers 1 or 2.	<p>Market Rent:</p> <ul style="list-style-type: none"> An Occupancy Agreement where the sum of the net rent and operating costs charged to an NGU for utilizing a property are similar to the charges for a competitive Occupancy Agreement for similar space, location and term.

6. Occupancy Agreements

An **Occupancy Agreement** is any form of written, valid agreement between Infrastructure and an NGU concerning the granting of the use or occupancy of an asset for a specified period in exchange for consideration, including but not limited to, leases and licenses.

Infrastructure administers **Occupancy Agreements** on behalf of the GoA for all NGUs in alignment with this Policy and other relevant policies and practices for use of space, building operations, and asset management.

GoA ministries other than Infrastructure shall not execute an **Occupancy Agreement** with an NGU for **Infrastructure Assets**. A GoA ministry, other than Infrastructure, will not include language or terms within a service agreement, program document, or other agreement with a NGU, which would otherwise constitute an **Occupancy Agreement** for use of **Infrastructure Assets**.

NON-GOVERNMENT USER (NGU) SPACE USE POLICY

7. Governance and Accountability

This Policy will come into immediate effect once signed under *Part VII. Policy Approval*. The Deputy Minister of Infrastructure is responsible for ensuring complete implementation and ongoing adherence to this Policy. Properties Division will provide progress updates to Infrastructure's Executive Team on this Policy. Infrastructure's Properties Division and Corporate Strategies and Services Division will jointly conduct a review of this Policy 5 years from its date of approval. A copy of the Policy will be stored in Infrastructure's Policy Library, accessible via the Infrastructure Intranet.

IV. Roles and Responsibilities

8. Ministry of Infrastructure

Infrastructure administers **Occupancy Agreements** on behalf of the GoA for all NGUs.

9. Sponsoring Ministries

Where required, **Sponsoring Ministries** will classify their not-for-profit NGUs as Tier 1, 2, or 3 by completing *Appendix 1: Declaration of Ministry Sponsorship*.

10. Ministry of Treasury Board & Finance

Sets the financial direction for the GoA, which is applied through this Policy.

V. Definitions

Infrastructure Asset	Refers to any property, land or building owned, administered or leased by Alberta Infrastructure and provides the delivery of programs and/or services.
Cost-Recovery Rent	<ol style="list-style-type: none">in owned property, an Occupancy Agreement where the NGU does not pay Infrastructure net rent but pays their proportionate share of the operating costs; orin leased property, a sub-Occupancy Agreement where the NGU pays all of Infrastructure lease costs, including net rent and Infrastructure's contribution to operating costs under the Infrastructure "head lease", on a proportionate share basis.
Market Rent	An Occupancy Agreement where the sum of the net rent and operating costs charged to an NGU for utilizing a property are similar to the charges for a competitive Occupancy Agreement for similar space, location and term.
Non-Government User	An NGU is an individual or organization who is not an employee or appointee of the GoA. An NGU is not: <ol style="list-style-type: none">an unincorporated organization or group; ora government sector entity who is part of the consolidated Government of Alberta entity as set out in the GoA Annual Report.
Occupancy Agreement	Any form of written, valid agreement between Infrastructure and an NGU concerning the granting of the use or occupancy of an asset for a specified period in exchange for consideration, including but not limited to, leases and licenses.
Sponsoring Ministry	A GoA Department that expresses written support, at the Ministerial level, for an NGU to use Infrastructure Assets .

NON-GOVERNMENT USER (NGU) SPACE USE POLICY

VI. Relevant Legislation and Standards

Relevant pieces of legislation include:	<i>Alberta Public Agencies Governance Act</i> <i>Government Organization Act</i> <ul style="list-style-type: none">• Crown Property Regulation <i>Mines and Minerals Act</i> <ul style="list-style-type: none">• Mines and Minerals Administration Regulation
Relevant policies, procedures, directives, and standards include:	Asset Management Policy Evaluations of Buildings Owned by the GoA or Funded by the GoA Policy Filming at GoA-Owned Infrastructure-Managed Properties Policy and Procedure Naming of Facilities, Facility Spaces and Land Policy Signage on GoA Owned Properties Including the Transportation/Utility Corridors Policy Parking Directive 5/2014 – Treasury Board and Finance Animals in Infrastructure Managed Buildings Procedure Intergovernmental Agreements – Leasing Procedure Naming of Alberta Infrastructure Owned Facilities, Facility Spaces and Land Procedure Rights to Sublease or Assign – Receivable Lease Procedure Transfer, Leasing and Disposal of Non-Program Surplus Properties Procedure

VII. Policy Approval

This Policy is approved by:



Minister of Infrastructure
Prasad Panda

Date



APPENDIX 1: Declaration of Ministry Sponsorship

The Declaration of Ministry Sponsorship must be completed for all Tier 1 or 2 NGUs before Infrastructure initiates new lease or renewal. Thus, this Declaration expires with the expiry of the subsequent **Occupancy Agreement** with the indicated NGU. This form formalizes the level of support from the Sponsoring Ministry and serves to fulfill the Declaration of Ministry Sponsorship as laid out in *Section 5 Rental Rates* of the Non-Government User Space Use Policy. A **Sponsoring Ministry** may re-submit the Declaration at any time if the level of sponsorship has changed.

Sponsoring Ministry: _____

Non-Government User: _____
(use legal name of the applying not-for-profit entity)

Occupancy Agreement Type: New Renewal

After Departmental review, the **Sponsoring Ministry** has determined that the NGU listed above is:
(select one)

- Tier 1: Essential NGUs** are not-for-profit NGUs who are deemed by the **Sponsoring Ministry** to be providing essential core services on behalf of the **Sponsoring Ministry**.
- Tier 2: Supportive NGUs** are not-for-profit NGUs who are deemed by the **Sponsoring Ministry** to provide programs that align with the **Sponsoring Ministry's** mandate, but which services are not considered core to government.
In addition to Cost-Recovery rent Sponsoring Ministries must choose a net rent rate between 10-50% for Tier 2 NGUs.
Net Rent applied: _____%
- Tier 3: Unsupported NGUs** are for-profit NGUs and any not-for-profit NGUs who do not qualify for Tiers 1 or 2.

Approved by:

Sponsoring Minister

Date

Please return the signed Declaration of Ministry Sponsorship to Infrastructure contact assigned to your ministry.

Honourable Prasad Panda
Minister of Infrastructure
127 Legislature Building
10800 - 97 Avenue NW
Edmonton, AB T5K 2B6
Phone: 780 427-5041 **Fax:** 780 644-1204
E-mail: infrastructure.minister@gov.ab.ca

March 25, 2021

Re: Non-Government User Space Use Policy

Dear Honourable Minister Panda,

In recent weeks, Alberta Infrastructure has notified Community Adult Learning Program (CALP) Organizations, located in provincially owned facilities, that your Ministry has approved new policy. The policy change will affect CALPs currently in lease agreements and most notably; rent will move from no-cost and partial cost-recovery to full cost-recovery. This development creates a drastic change and will have a huge impact on the expense levels for these CALPs currently funded by Alberta Advanced Education, making the spaces they are occupying no longer a viable option for most.

In rural Alberta, CALP organizations are generally the only backbone, not-for-profit, community hub providing learning opportunities available locally to offer and support literacy, foundational learning, life skills and numeracy. Programs are affordable and focus on building the essential skills needed to lead a successful life in family, work and community. When statistics indicate that 1 in 5 adult Albertans face daily literacy and numeracy challenges, our rural CALPs are a critical resource for rural communities.

The provincially owned facilities in rural Alberta are often the only buildings available to accommodate organizations such as the learning centres. Office space, learning spaces, technology access for digital programming, and meeting areas for large groups are all necessary spaces for CALPs. As government programs and services have been reduced in smaller rural areas, the communities identified the facilities as ideal for programs such as CALP organizations and so they sought lease arrangements with the province. Supported by the Ministry of Advanced Education, most of the not-for-profit organizations were able to secure a lease for very little, if any, cost. The return on investment is significant as adult learners consistently improve their foundational and literacy skills, pursue lifelong learning, including post-secondary, and gain employment skills that increase their earning potential for their family's quality of life.

To put the cost recovery rental charges in perspective, the projected cost for some organizations would equal 1/3 of the total funding received from the province to operate their learning centre. This will be debilitating for CALPs especially since there are very few government funding sources left in rural

communities. This new measure will further dilute the current supports and services, which in turn will marginalize rural Albertans, industries and local communities.

We would like to request that the full cost-recovery lease agreements be reconsidered for Community Adult Learning Programs; in light of the significant impact it would have on those rural communities. It is likely that most of these building will otherwise remain vacant in rural Alberta as the market price would certainly be way more than the market could bear in the economy of rural Alberta.

We are requesting the opportunity to meet with you or your representatives to further discuss this issue and to provide a clear picture of the significant impact of this policy change.

Sincerely,

Bashaw Adult Learning Council:
Jackie Northey
bashawadultlearning@gmail.com

X 

Jackie Northey

Hanna and District Association for Lifelong Learning: Doray Veno
doray.veno@hannallearning.com

X 

Doray Veno

Paintearth Community Adult Learning Council: Cindy Heidecker
manager@paintearthlearning.ca

X 

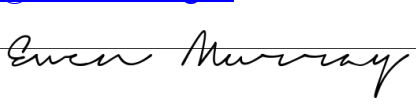
Cindy Heidecker

Jasper Employment and Education Centre:
Ginette Marcoux
ginette@jasperemployment.com

X 

Ginette Marcoux

Edson and District Community Learning Society: Ewen Murray
ewen@edsonlearning.ca

X 

Ewen Murray

Flagstaff Community Adult Learning Society:
Lois Polege lpolege@gmail.com

X 

Lois Polege

Eastpark Educational Opportunities Council:
Sandy Sawatzky
programs@provostlearning.ca

X 

Sandy Sawatzky

Taber and District Community Adult Learning
Association: Jane Brenner
executivedirector@taberadultlearning.com

X 

Jane Brenner

Ponoka & Rimbey Adult Learning Society
(merged with County of Ponoka Literacy
Society): Tanya Mercredi
rimbey@adultlearningsociety.com

X 

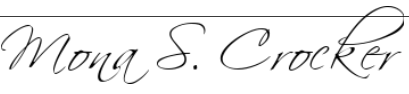
Tanya Mercredi

Wainwright and District Council for Adult
Lifelong Learning: Claudinei Saunders-Cruz
claudinei@wainwrightlearning.ca

X 

Claudinei Saunders-Cruz

Rocky Community Learning Council:
Mona Crocker Ed@rockyclc.ab.ca

X 

Mona Crocker

Wetaskiwin Society for the Promotion of the
English Language and Literacy:
Jessica Maude jessica.maude@gmail.com

X 

Jessica Maude

cc: Premier Jason Kenney: premier@gov.ab.ca
cc: Minister of Finance Travis Toews: tbf.minister@gov.ab.ca
cc: Minister of Infrastructure Prasad Panda: infrastructure.minister@gov.ab.ca
cc: Minister of Advanced Education Demetrios Nicolaidis: ae.minister@gov.ab.ca
cc: Official Opposition Leader Rachel Notley: Edmonton.Strathcona@assembly.ab.ca
cc: MLA: For each CALP riding



Town of Hanna Council Agenda

Background Information and Request for Decision

Date: July 13, 2021

Agenda Item No: 9.07

Item Title

Doug Todd Memorial Park

Recommended Motion

That Council approve that the green space located in Hanna Crescent (Lot R31, Block 58, Plan 486LK) be designated as the Doug Todd Memorial Park in recognition of the contributions made by Mr. Doug Todd during his lifetime as a lawyer and advocate for the Town of Hanna.

Background

Mrs. Gayle Smigg approached Administration with an idea to recognize and honor Mr. Doug Todd for his volunteer commitments and service to the Town of Hanna and its residents. Mrs. Smigg suggested that Hanna Crescent be renamed as Todd Crescent as it is the street where Doug & Marilyn Todd lived for several years, and Mrs. Todd still resides in the crescent. Administration recommended that Mrs. Smigg send a letter to Council regarding her proposal for Council's review and decision.

In discussion with Mrs. Smigg, Administration indicated that changing the legal name of an existing street is a very time-consuming initiative as all the properties would require a change to their civic address in land titles and Administration was not sure of the process to have the existing name changed so apps such as Google Maps would recognize the change.

Administration suggested that the green space in the center of the Crescent may be more suitable to be named in memory of Mr. Todd with something to dedicate the park (i.e., signage, memorial tree, bench, etc.). Mrs. Smigg was agreeable to this suggestion.

At the March 31, 2021 Council Information Meeting the following resolution was passed which stated, "That Council accept for information, the letter from Mrs. Gayle Smigg proposing a memorial tribute to honour Mr. Doug Todd for his community service to the Town of Hanna; and direct Administration to investigate options for Council's consideration at a future Regular Council Meeting.

Administration recently sent a letter to all the property owners on Hanna Crescent regarding the proposal and received feedback from approximately 50% of the property owners who all indicated they were in support of naming this green space as Doug Todd Memorial Park.

Administration has also been in discussion with Mrs. Todd who indicated she and her family were honored that this was under consideration and indicated strongly that if there were any concerns expressed or if it was thought this would cause any issues for the Town that she would not want it to proceed.



The Town of Hanna does not have a formal Policy for naming streets, parks, etc. and no standard for recognition of green spaces. Mrs. Todd and one of the property owners expressed concern about keeping costs economical and not to go overboard.

If Council approves the naming of this green space as Doug Todd Memorial Park, Administration would then proceed to have some design options and cost estimates for a sign prepared for Council approval at a future Council Meeting.

Communications

N/A

Financial Implications

Operating:	_____ N/A _____	Capital Cost:	_____ N/A _____
Budget Available:	_____	Budget Available:	_____
Unbudgeted:	_____	Unbudgeted Costs:	_____
Source of Funds:	_____	Source of Funds:	_____

Policy and/or Legislative Implications

N/A

Attachments

1. Gayle Smigg - Letter of Request dated March 8, 2021
2. Letters sent by the Town to Hanna Crescent Property Owners
3. Aerial Map of Proposed Doug Todd Memorial Park
4. Gayle Smigg - Thank You Card

Reviewed and Approved for Submission to Council

Prepared By: _____
Director of Corporate Services

Financial Review: _____
Director of _____

Chief Administrative Officer

March 8, 2021

Mayor Warwick
Town Manager Neill
Councilors

I'm writing to you all in regards to a possible name change and signage of the existing Hanna Crescent. I'm proposing a name change of Hanna Crescent to become "Todd Crescent".

I'm aware that all the homeowners in the Crescent would have to be in agreement with such a change of name and a letter be presented to all.

Another idea would be to plant a tree and possibly some memorial tribute in the green space within the Crescent.

Doug was an outstanding citizen and a huge advocate for the Town of Hanna. This was evident within his Law firm and dealings with the Town. He served on Town Council, Community Serve Board, Kinsmen Club and both the Golf and Curling Clubs as well as many other ventures.

Doug and Marilyn built their house in 1975 or 1976 in the Crescent where they raised their family and remains the family home to this day. Doug passed away in April of 2020 after a lengthy illness.

Thank you for your time and consideration of this proposal and am open to any other suggestions.

Sincerely,
Gayle Smigg

A handwritten signature in cursive script, appearing to read "G. Smigg".

June 21, 2021

Hanna, AB T0J 1P0

Re: Hanna Crescent Park Area - Doug Todd Memorial Park

Town Council has received a request from a local resident to recognize Doug Todd for his outstanding contributions and community service to the Town of Hanna. Doug and his wife Marilyn built their home on Hanna Crescent in the mid 1970's where they raised their family and Marilyn continues to reside today.

Doug was a lawyer and a huge advocate for the Town of Hanna. Doug served as a member of Town Council from 1974 – 1977 and was also a member of the Community Services Board. He was active in community organizations including the Kinsmen Club, K-40s, the Golf Club, and the Curling Club. Doug supported local organizations in many ways, at times providing legal advice and assistance for non-profit groups. Unfortunately, Doug passed away in April 2020 after a lengthy illness.

The original request to recognize Doug's contributions to Hanna was to consider changing the name of Hanna Crescent to Todd Crescent. Administration informed Council that it is a lengthy and time-consuming process to change the legal status of a roadway and would result in the need for the residents of Hanna Crescent to change their property addresses with utility companies, etc. Administration recommends that rather than changing the name of the Crescent, Council name the green space in the centre of the Hanna Crescent as Doug Todd Memorial Park.

Prior to approving the Memorial Park designation, Council has asked that the residents of Hanna Crescent be given the opportunity to provide Council with their thoughts or opinions on this proposed name change. As you own the property at 402 Hanna Crescent we are asking for your input. At present there are no plans to change the maintenance or appearance of the park area. If the proposal is approved, a sign will be placed in the park and based on Council's direction additional trees may be planted and benches may be installed.





Please provide any thoughts, opinions on this name change in writing prior to July 5, 2021. You can send this information in the following manner:

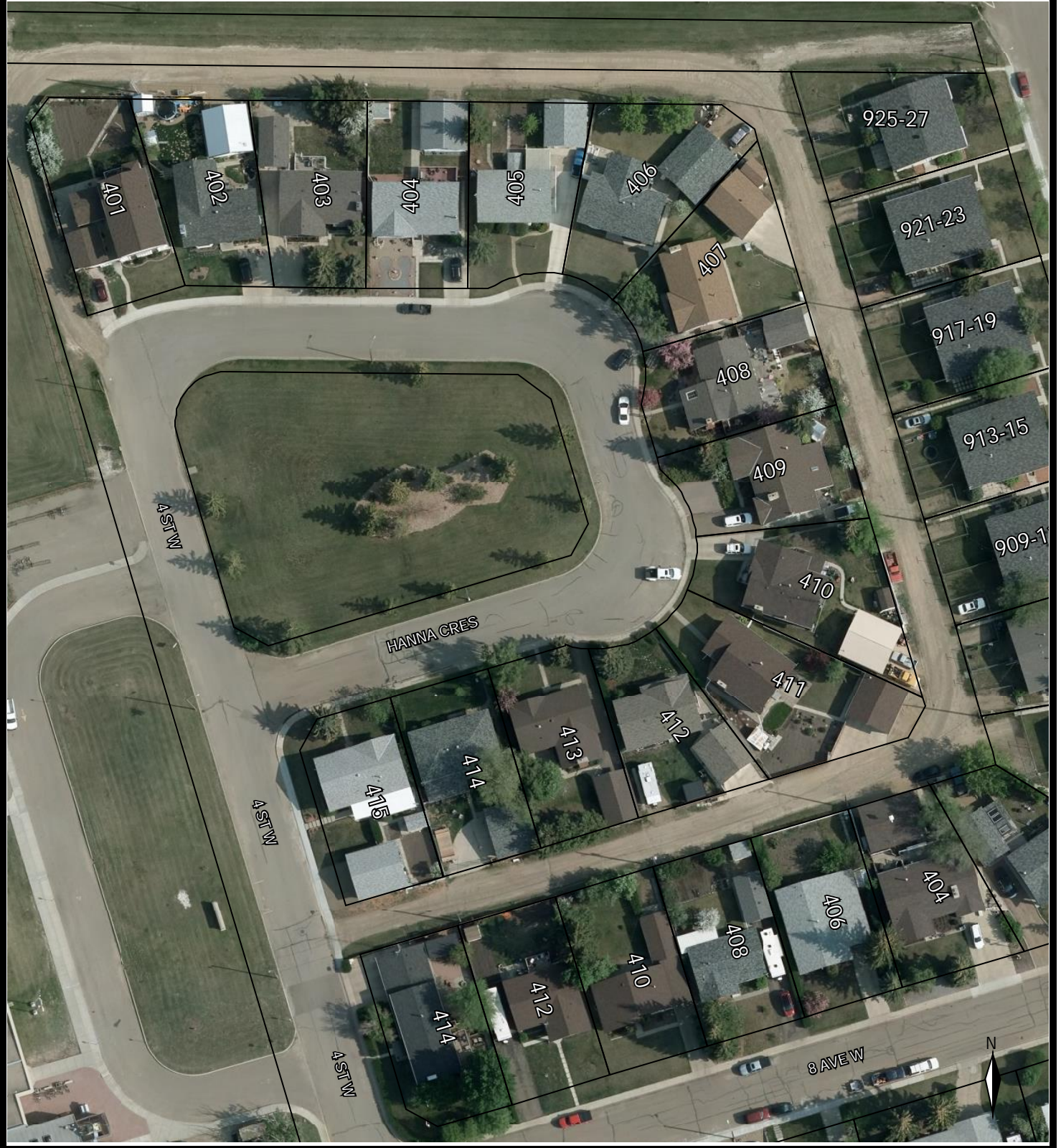
- By mail – Attention Kim Neill – Box 430, Hanna, Alberta, T0J 1P0
- Deliver – Attention Kim Neill – Town Office, 302 - 2nd Avenue West
- Via email – kneill@hanna.ca

Please feel free to contact me at 403-854-4433 or via e-mail if you have any questions or require additional information.

Sincerely,

Kim Neill
CAO

Hanna Crescent - Proposed Doug Todd Memorial Park



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Mayor
Chris
Kim NEEL
Council
Gwen Swell.

Just a note
of Thanks for your
time and effort
given, involving the
Hanwa Crescent
Green Space
as a Memorial
to Doug Todd.

I have spoken to
several Crescent
Residents who
received your
letter and
they are pleased
with your
Recommendation.

It's a Great Idea for sure.

Thank you,
Gayle Swigg



Town of Hanna Council Agenda Background Information and Request for Decision

Date: June 30, 2021

Agenda Item No: 09.08

Item Title

Community Centre Renovation Plan Update

Recommended Motion

That Council accepts the update on the Community Centre Renovation Plan for information.

Background

In 1985 a committee of Hanna residents brought forward a proposal to Council to build a community centre. The committee saw a need in the community for a building that would hold large functions like concerts or weddings, but could also be used for small functions such as a lodge meeting. Council provided a parcel of land that it had acquired in 1946 which was near the Hanna Agri-Sports Complex. The Town assisted the committee in obtaining grant funding and secured an interest free loan from Special Areas (advance on the annual recreation grant). The Committee did the work to design and build the facility in 1986. Individuals, service clubs and organizations donated funds towards the initial construction of the building, as well as repayment of the interest free loan. Many businesses provided services and equipment toward construction as in-kind donations.

Initially the Community Centre was operated by the Community Centre Committee. In 1999, the operations of the building were turned over to the Town of Hanna. Since it was built, the Centre has become one of the Town's most frequently used facilities. The residents of Hanna & district have attended conferences, weddings, parties, dances, and movies in the building. Stage Hanna has produced dramas, comedies and musical theatre and local organizations have produced music festivals, dance recitals and concerts. The Centre has accommodated touring arts including drama productions, big band concerts and artists such as Leona Boyd, George Canyon, the Russian Ballet and Foothills Brass.

The Centre has an auditorium that can accommodate up to 450 people with stadium seating and a 55' x 25' stage with two dressing rooms. When it is set up for a wedding banquet, the Centre can hold 350 people. Full kitchen and bar facilities, two small meeting rooms, washrooms and storage rooms complete this handicap accessible building.

The Community Centre has been viewed as a great example of what can be accomplished by a group of citizens with a vision and the will to make things happen. Over time, the Town has completed several upgrades and provided ongoing maintenance to the facility including the replacement of furnaces, painting, flooring, etc. however, the overall condition of the facility is beginning to show the heavy use and is an aging facility. Storage has been a concern over the years and the kitchen and bar areas are compressed, with the joint use of the cooler creating conflict between the caterers and bar users for larger events. The Town has been approached by user groups and residents who utilized the facility to consider undertaking some renovations to the facility. As a result, Town Council referred the discussion to the Community Services Board (CSB) to research and consult with the community.



Early in 2013 the CSB developed a Community Survey in an effort to gain public input as to what was important for any proposed renovations. Surveys were located in the community, promoted through regular and social media. Over 100 surveys were received (112 in total, 99 from the town and 13 from Special Areas) with the main areas for renovation consideration being the kitchen, bathrooms and storage.

In May of 2013, members of the CSB met with users of the facility which included local caterers, service group members and regular users/renters (such as the Youth Club and Stage Hanna). Work on the Community Centre Renovation Project continued but slowed with the intent to look towards enlisting the assistance of professional services to develop plans for the proposed project.

In March 2015, CSB members undertook a tour to the communities of Pollockville, Castor, Delia and Trochu to view similar facilities. The tour proved to be highly successful as members were able to meet directly with representatives who were involved with the local facilities – providing us with a wealth of information of what worked well and what they would improve upon if they had an opportunity.

Draft plans were attempted by volunteers and staff, but the results were limited and did not provide an accurate picture of what was proposed. In the fall of 2015 Administration approached Jaiden Henry to assist with the planning process. At that time, a computer software program was obtained to assist Jaiden in developing scale drawings for planning purposes. Applications had been submitted under various grant programs utilizing a general overall renovation plan, using the existing blueprints, written descriptions of the proposed project with a very broad budget to accompany the application. The Town continued to be unsuccessful in securing grant funding for this proposed project. All grant applications requested more detailed plans and supporting documentation to further support the application.

CSB members made the commitment that they wanted to have the work completed with a recommendation to council in the fall of 2016. Two options were considered as follows:

1. Complete all renovations utilizing the existing footprint.
2. Construct an addition to the facility, along the south side as the facility was originally constructed to allow for such an expansion in the future.

The Community Services Board recommended to Council the option to construct an addition to the facility. Benefits for this option include the following:

- Existing storage is limited and has been a concern since opening. Chair storage within the main hall is unsightly and limits the use.
- Constructing an addition would allow for the expansion of washrooms to current building standards (existing washrooms do not allow for handicapped access and limit the number of users in the facility as standards have changed).
- Constructing an addition would allow for the construction of a well-planned kitchen to be completed with minimal interruption for the on-going use of the facility by users and renters.
- Recommended plan would allow for the separation of bar and kitchen facilities but would still be located in the same area, allowing for sharing of resources without overlap.
- Recommended plan allows for potential use of outside patio to be incorporated into the use of the Community Centre with greater ease.



In discussion with Dan Chronik of MPE Engineering in the fall of 2016, administration was advised to estimate a cost for new construction at \$300/ft², which would put the cost of the addition at \$519,000 (\$300/ft² x 1730). The cost of renovations can be more difficult and may run higher than new construction, depending upon finishing and the area being renovated. Given this information, a conservative estimate for this addition and the renovations to the existing building would be approximately \$750,000 to \$800,000 at this time.

CSB Members felt that the next step in this process to occur in 2017 would be to proceed with obtaining professional services in developing the necessary plans and documents. This will assist obtaining an accurate plan of what is required, accurate cost estimates and assist the project with obtaining the necessary grants and financial support required. Council in the 2017 Operating Budget provided funding in the amount of \$75,000 to obtain professional support, of which \$23,070 was spent.

Administration retained MPE and FWBA Architects to provide some concept work and estimated costs of a significant Community Centre renovation. This work took place working with the CSB and culminated in a Community Open House held on April 30, 2018. The open house was a come and go event held between 4 – 9 PM with a presentation at 7 PM.

There were two concepts presented, one working within the confines of the existing building and the second concept featuring an addition to the existing building. The decision was made to apply for the concept that included the building addition at an estimated cost of \$1.2 million. In the summer of 2018 the Town of Hanna submitted a grant application through the Investing in Canada Infrastructure Program for close to \$700,000. Unfortunately, the program was significantly oversubscribed, and the application denied.

Since that time, the project has remained dormant and the Town reallocated MSI Capital funds from the Community Centre Renovation Project to the 2nd Avenue Infrastructure Project in 2020.

Recently the Green and Inclusive Community Buildings Grant Program was announced, so Administration is working on obtaining the necessary information required to submit an application for funding. Council approved the use of Project Reserve funds to complete some of the work required for the application for renovation of the Community Centre. Funds in the amount of \$5,000 were designated to hire an engineer to assist with the grant application, including completing an energy RET Screen, drawing the funds from deferred revenue to offset the cost.

The Green and Inclusive Community Buildings (GICB) program aims to build more community buildings and improve existing ones – particularly in areas with populations experiencing higher needs – while also making the buildings more energy efficient, lower carbon, more resilient, and higher performing. This five-year \$1.5 billion program will support green and accessible retrofits, repairs or upgrades of existing public community buildings and the construction of new publicly-accessible community buildings that serve high-needs, underserved communities across Canada.

The GICB program supports the first pillar of the Strengthened Climate Plan by making it easier for Canadians to improve the places in which they live and gather, including by cutting pollution (e.g. reducing GHG emissions, increasing energy efficiency, building resiliency to climate change and



encouraging new builds to net zero standards), making life more affordable and supporting thousands of good jobs.

Infrastructure Canada invites municipal or regional governments, public sector bodies, not-for-profit organizations, provincial or territorial governments and Indigenous recipients to apply for funding for eligible projects. Please note that individuals and for-profit organizations are not eligible to apply.

To meet the criteria for the grant the project will need to be expanded to address all feasible energy efficient options and stress how the renovation makes the building more accessible.

Communications

Highlights of the presentation may be communicated through the Town of Hanna Social Media Programs.

Financial Implications

Operating: _____	N/A	Capital Cost: _____	N/A
Budget Available: _____		Budget Available: _____	
Unbudgeted: _____		Unbudgeted Costs: _____	
Source of Funds: _____		Source of Funds: _____	

Policy and/or Legislative Implications

N/A

Attachments

1. Community Centre Renovation Concepts 2018
2. Community Centre Renovation – Building Cost Estimate 2018

Reviewed and Approved for Submission to Council

Prepared By: _____
Director of Corporate Services

Financial Review: _____
Director of

Chief Administrative Officer



Existing Plan

HANNA Community Centre Renovation





HANNA COMMUNITY CENTRE
-CODE REVIEW

Building use classification :
Group A2(Assembly)
Design Occupant Load :
640(max to be stipulated,
as per posted in the existing design)
320W & 320M

Washrooms
Ladies Toilet
No: of toilets : 10
No: of lavatories : 5

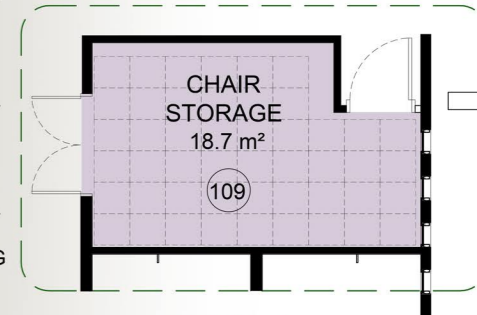
Men's Toilet
No: of toilets : 5
No: of lavatories : 2
No: of urinals : 3

Barrier Free Washrooms
(as per 3.8.2.3 ABC) : 2

Option A-Renovation

HANNA Community Centre Renovation





DETAIL A
showing space utilization

Space for 384 chairs stacked 8 high with 625mm x 555mm for each unit (with a total of 47 sets of chair stacks)

Option A-Renovation

HANNA Community Centre Renovation





HANNA COMMUNITY CENTRE
-CODE REVIEW

Building use classification :
Group A2(Assembly)
Design Occupant Load :
739 max to be stipulated
370W & 370M

Washrooms
Ladies Toilet
No: of toilets : 12
No: of lavatories : 6

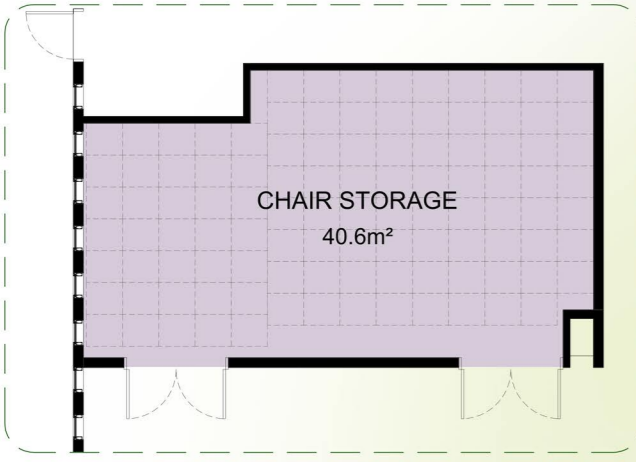
Men's Toilet
No: of toilets : 6
No: of lavatories : 3
No: of urinals : 4

Barrier Free Washrooms
(as per 3.8.2.3 ABC) : 2

Option B-Renovation/Expansion

HANNA Community Centre Renovation

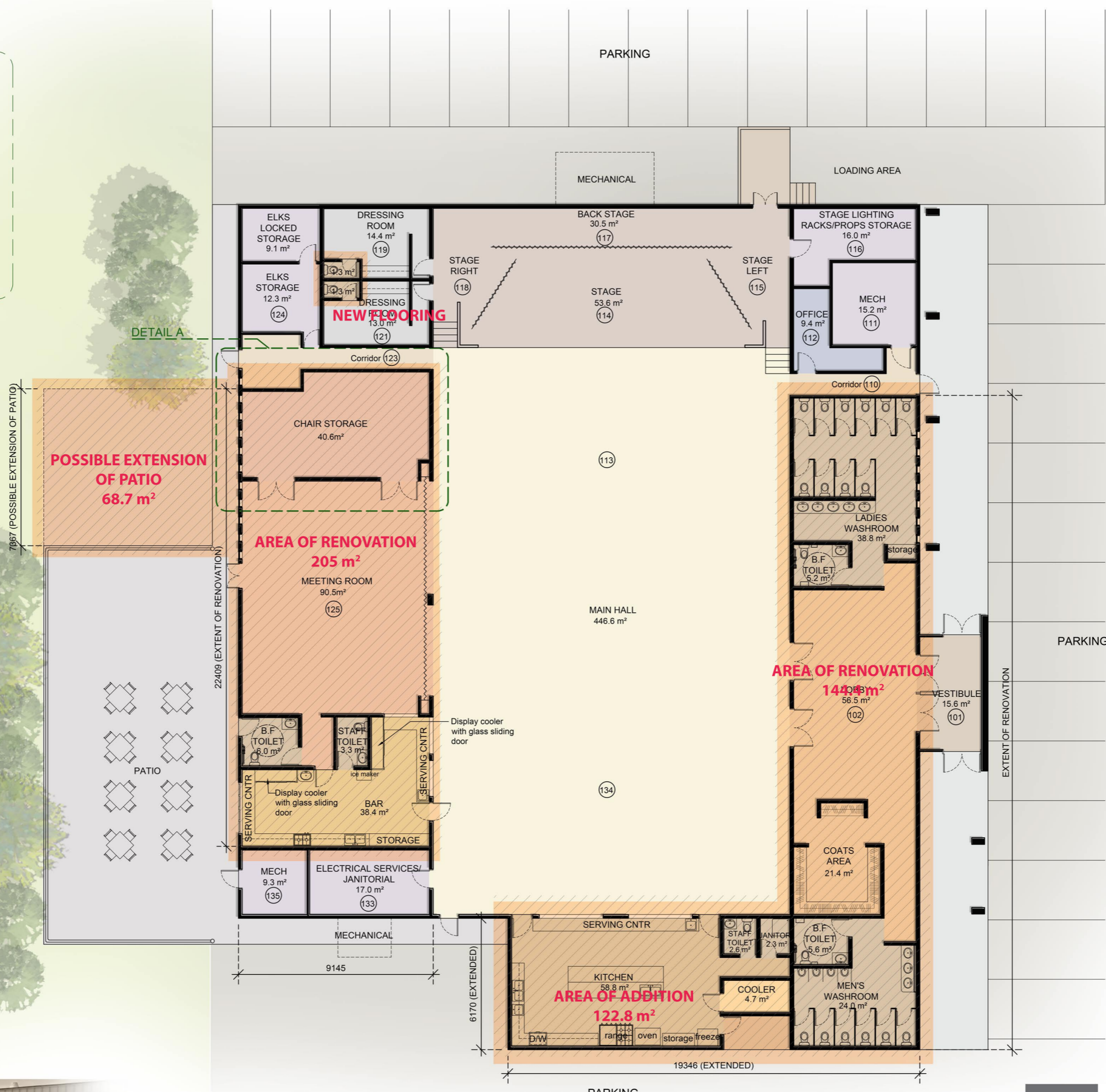




DETAIL A

showing space utilization

Space for 820 chairs stacked 8 high with 625mm x 555mm for each unit (with a total of 106 sets of chair stacks)



Option B- Renovation/Expansion

HANNA Community Centre Renovation





Hanna Community Centre Renovation

BUILDING COST ESTIMATE

DESCRIPTION	QUANTITY	UNIT	SUPPLY	COST
Interior Renovation				
A. General Areas				
A1 Kitchen Renovation (Kitchen/Bar/Staff Washrooms)	107.5	m ²	\$ 2,000.00	\$ 215,000.00
A2 Entrance Renovation (Lobby/Washrooms/Coats/Storage)	145.5	m ²	\$ 2,400.00	\$ 349,200.00
A3 Painting Update Through Remainder of Building	621.9	m ²	\$ 50.00	\$ 31,095.00
TOTAL				\$ 564,200.00
Extra Work Allowance (5%)				\$ 29,000.00
FFE (5%)				\$ 29,000.00
Consulting Services				\$ 84,630.00
GST (5%)				\$ 35,000.00
GRAND TOTAL				\$ 741,830.00

Addition and Interior Improvements				
B. General Areas				
B1 Bar Renovation (Bar/Staff Washrooms/Second Meeting Room)	108.3	m ²	\$ 2,000.00	\$ 216,600.00
B2 Entrance Renovation (Lobby/Ladies Washrooms/Coats/Storage)	148.7	m ²	\$ 2,000.00	\$ 297,400.00
B3 Painting Update Through Remainder of Building	621.9	m ²	\$ 50.00	\$ 31,095.00
B4 Kitchen Addition (Kitchen/Mens Washroom/Staff Washrooms)	122.8	m ²	\$ 3,000.00	\$ 368,400.00
TOTAL				\$ 913,495.00
Extra Work Allowance (5%)				\$ 46,000.00
FFE				\$ 46,000.00
Consulting Services				\$ 98,000.00
GST (5%)				\$ 55,000.00
GRAND TOTAL				\$ 1,158,495.00

Alternate Costs				
C. Lump Sums				
C1 Lighting Upgrades	621.9	m ²	\$ 300.00	\$ 186,570.00
TOTAL				\$ 186,570.00
Extra Work Allowance (5%)				\$ 10,000.00
FFE				\$ -
Consulting Services				\$ 17,500.00
GST (5%)				\$ 11,000.00
GRAND TOTAL				\$ 225,070.00



Town of Hanna Council Agenda Background Information and Request for Decision

Date: July 13, 2021

Agenda Item No: 10.01

Item Title

Bylaw 1021-2021 – Hanna Municipal Cemetery Bylaw

Recommended Motion

That Council give first reading to Bylaw 1021-2021 – The Hanna Municipal Cemetery Bylaw.

That Council give second reading to Bylaw 1021-2021 – The Hanna Municipal Cemetery Bylaw.

That Council provide unanimous consent for third reading of Bylaw 1021-2021 – The Hanna Municipal Cemetery Bylaw at this meeting.

That Council give third and final reading to Bylaw 1021-2021 – The Hanna Municipal Cemetery Bylaw.

Background

During budget deliberations Administration discussed the need to conduct a cemetery rate review to see if our rates were comparable to other communities since the cemetery rates have been in place since 2008. Following this review Administration was confident that the rates established in 2008 were still comparable to other community cemetery rates at this time.

In addition, one of the recommendations of the Municipal Accountability Program Report was that all rates should be set by bylaw, not policy so administration has included the rates as Schedule A to Bylaw 1021-2021. Schedule B was included to address the requests for additional amenities to the Cemetery, such as benches, angels, etc.

Administration is recommending that the Cemetery Bylaw be given three readings at this meeting.

Communications

N/A

Financial Implications

Operating: _____ N/A _____
Budget Available: _____
Unbudgeted: _____
Source of Funds: _____

Capital Cost: _____ N/A _____
Budget Available: _____
Unbudgeted Costs: _____
Source of Funds: _____



Policy and/or Legislative Implications

N/A

Attachments

1. Bylaw 1021-2020 – the Hanna Municipal Cemetery Bylaw
2. Bylaw 941-2008 – The Hanna Cemetery Bylaw
3. Cemetery Rate Comparison Sheet

Reviewed and Approved for Submission to Council

Prepared By:

Director of Corporate Services

Financial Review:

Director of

Chief Administrative Officer

**TOWN OF HANNA
PROVINCE OF ALBERTA
BY-LAW 1021-2021**

A BYLAW OF THE TOWN OF HANNA, IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE CONTROL AND REGULATION OF THE HANNA MUNICIPAL CEMETERY.

WHEREAS *the Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26 provides that a council of a municipality may pass bylaws respecting services provided by the municipality; and

WHEREAS the Town of Hanna owns and operates a cemetery on land described as Part of the SE ½ 21-31-14-W4M & NE ¼ 16-31-14-W4M; and

WHEREAS the Council of the Town of Hanna deem it necessary to pass a bylaw respecting the operation of the Hanna Municipal Cemetery

NOW THEREFORE THE COUNCIL OF THE TOWN OF HANNA ENACTS AS FOLLOWS:

PART I BYLAW TITLE

1.1 This bylaw shall be known as “the Hanna Municipal Cemetery Bylaw”.

PART II DEFINITIONS

- 2.1 “Burial Plot” shall mean a single grave plot for burial of a casket or cremation urn.
- 2.1.1 Block Sections – Casket – Burial plots for caskets measure four feet by nine feet (4'x 9'). Each burial plot may be used for a maximum of one casket and/or four cremation urns.
- 2.1.2 Row Sections – Casket – Burial plots for caskets measure five feet by ten feet (5' x 10'). Each burial plot may be used for a maximum of one casket and/or four cremation urns.
- 2.1.3 Row Sections – Cremations – Burial plots for cremation urns measure five feet (5') by five feet (5') in size. Each cremation plot may be used for a maximum of two cremation urns.
- 2.2 “Chief Administrative Officer” is the person appointed by Council in accordance with the *Municipal Government Act*, or their delegate, and may be referred to throughout this bylaw as “CAO”.
- 2.3 “Columbarium” shall mean an above ground structure containing compartments for storing the ashes of human remains that have been cremated.
- 2.4 “Columbarium Niche” shall mean reinforced concrete shelves that are finished in polished granite to hold cremation urns. Each columbarium niche may be used for a maximum of two cremation urns. Each niche measures twelve inches by twelve inches by sixteen inches (12 x 12 x 16).

- 2.5 “Council” means the Council of the Municipality of the Town of Hanna.
- 2.6 “Field of Honour” shall mean an area in the Cemetery reserved for burial of veterans and their spouses. Non-veteran spouses may be buried with their spouse only after the veteran has been interred.
- 2.7 “Flowering Ornamental” shall mean any perennial, annual or bi-annual flowering plant.
- 2.8 “Interment” shall mean to place a casket or cremation urn in the cemetery. It means the excavation of a grave for a burial to the required depth and size, the back filling of the grave and the removal of any excess earth or the opening and closing of a columbarium niche.
- 2.9 “Memorial Monument” shall mean a monument placed in the cemetery, not on a burial plot.
- 2.10 “Marker” shall mean a memorial of granite, marble, bronze or other material, being placed on the monument foundation where provided or flush with the ground in areas without the monument foundation.
- 2.11 “Monument” shall mean a memorial of granite, marble, bronze or other material, which extends or rises above the ground to within a certain height and placed on the monument foundation where provided or on a suitable foundation in areas where the monument foundation is not provided.
- 2.12 “Owner” shall mean the person on record with the Town of Hanna as having purchased the burial plot.
- 2.13 “Reasonable Notice” means seven (7) days from the date of mailing of a notice.
- 2.14 “Town” shall mean the Town of Hanna or its duly authorized representatives.
- 2.15 “Undertaker” shall mean any registered or licensed embalmer or mortician or any other person authorized by Provincial Statue to inter deceased persons.
- 2.16 “Veteran” shall mean a person who at any time was a member of the armed forces of Canada, the United Kingdom, or any armed forces of a country allied with Canada or the United Kingdom, who served in any war or a member of the Royal Canadian Mounted Police.
- 2.17 “Woody Ornamental” shall mean any trees, shrubs and creeping or climbing plants.

PART III ADMINISTRATION

- 3.1 The Chief Administrative Officer shall make all sales of burial plots in the Cemetery and opening/closing of burial plots and shall receive all monies resulting from the sales and opening/ closing of such burial plots.

- 3.2 The Chief Administrative Officer shall keep a correct account of all monies received and of all Town expenditures made in connection with the Cemetery and shall keep a suitable book of record with a descriptive record of each burial plot in the Cemetery and of every transfer or sale of a burial plot with the date of each sale or transfer of all business transacted in connection with the Cemetery.
- 3.3 The Chief Administrative Officer shall have the power to order the burial plots be sold in rotation or any manner considered suitable.
- 3.4 The price of burial plots, columbarium niches and opening/closing of burial plots shall be established in Schedule A of this Bylaw.
- 3.5 The Chief Administrative Officer shall designate the place where material to be used in connection with any work at the Cemetery is to be stored, or where excavated material is to be placed.
- 3.6 It shall be the duty of the Chief Administrative Officer to set aside and maintain an area in the Cemetery, which shall be known as a Field of Honour.
- 3.7 While the Town undertakes to provide all reasonable safeguards against damage, either willful or accidental, any marker or monument placed by the owner on any plot in the Cemetery is at the owner's risk.

PART IV BURIAL PLOTS OR COLUMBARIUM NICHES

- 4.1 Burial plots or columbarium niches shall be available for the burial of human remains at all times.
- 4.2 Charges for burial plots, columbarium niches, interments or disinterments are established in Schedule A of this Bylaw.
- 4.3 Burial plots or columbarium niches may be purchased and held in reserve by any person or estate by paying, in full, the price for the burial plot or columbarium niche as set out in Schedule A.
- 4.4 Burial plots or columbarium niches reserved in the Cemetery shall not be resold or transferred by any person or estate to any other person or estate, except with the permission of the Chief Administrative Officer.
- 4.5 The owner of a reserved burial plot or columbarium niche in the Cemetery may contact the Chief Administrative Officer to cancel the reservation in which case the Town will refund said holder 100% of the amount originally paid for such reserve.
- 4.6 The next of kin must provide permission for the burial of a person not registered to be buried in a reserved burial plot or columbarium niche.
- 4.7 Burial plots or columbarium niches shall not be used for any purpose other than interment of human remains.

PART V MONUMENTS, MARKERS & MEMORIALS

- 5.1 Town administration must be contacted prior to the installation of monuments and/or markers in the Cemetery, to ensure that the monument or marker is being placed in the correct location.
- 5.2 In the Row Sections where cement monument foundation is provided, no concrete, stone, stucco, marble, granite or other type of loose or slab cover will be permitted on any burial plot and no concrete or stone corners, boundary walls, markers, fences, railings, walls, copings, boxes or other structures will be permitted on any burial plot. The only construction permitted will be for the placement of a monument or marker upon the cement foundation provided by the Town. Monuments or markers must be placed in proper alignment on the foundation in reference to the burial plot and shall be less than 2' in width and less than 5' in length for a single grave.
- 5.3 In the Block Sections without cement monument foundations, persons desiring to place a cover on any burial plot must obtain permission from the Chief Administrative Officer. Where there is an existing cover laid for a deceased relative, the new cover must be of a similar material and the space between all such covers must be sealed by concrete.
- 5.4 Under no circumstances will any structure exceed the width and length of the burial plot.
- 5.5 Twelve (12) full months should elapse between the date of interment and the placing of any monument or permanent cover, except in areas where the Town has provided concrete monument foundations.
- 5.6 Inscriptions on Monuments or Markers must be of sufficient depth and quality so as to be legible and durable. Metal plaques which oxidize or deteriorate are not permitted.
- 5.7 No inscription shall be placed on any Monument or Marker which is not in keeping with the dignity and decorum of the Cemetery
- 5.8 All persons erecting Monuments or Markers shall ensure that such Monuments or Markers are firmly secured to the foundation, and that the foundation is adequate to carry the Monument or Marker.
- 5.9 Memorial monuments must be approved by the Chief Administrative Officer prior to placement in the cemetery. The guidelines are established in Schedule B of this Bylaw.

PART VI INTERMENT OR DISINTERMENT

- 6.1 The Town or any officer thereof shall not be responsible for any mistake resulting from lack of precise or proper instruction regarding the burial plot where an interment is to be made or has been made.

- 6.2 No burial shall be permitted in the Cemetery unless a burial permit issued by the proper office of the Government is provided to the Town.
- 6.3 Undertakers must provide the necessary lowering devices and make their own arrangement for the placing of mats, wreaths, flowers, etc. around the burial plot.
- 6.4 In the case of interment and disinterment, the excavations shall be made by person(s) authorized and under the direction of the Chief Administrative Officer.
- 6.5 In all cases, notification of intention to inter must be given to the Town office during regular office hours
 - 6.5.1 Between May 1 and October 31 in any year, at least 48 hours prior to the time of the interment.
 - 6.5.2 Between November 1 and April 30 in any year, at least 72 hours prior to the time of the interment.Notification may be waived when body to be interred died from a contagious disease or if special circumstances so require.
- 6.6 Funerals must reach the Cemetery not later than 4:00 P.M. on the date of the burial. The Off Hours charge will apply if it is necessary for Town personnel to remain after their usual working hours.
- 6.7 All work being conducted in the immediate vicinity of the Burial plot shall be discontinued during a burial service at that burial plot.
- 6.8 Disinterment of a body shall not take place until a permit for disinterment is issued by the Provincial Director of Vital Statistics and delivered to the Town of Hanna.
- 6.9 The person requesting a disinterment shall give complete and precise instructions regarding the location of the grave. The Town of Hanna shall not be responsible for any errors resulting from the lack of proper instruction.

PART VII MAINTENANCE

- 7.1 The Town is responsible for maintenance of the Cemetery grounds, except for monuments, markers or other structures on graves.
- 7.2 Once an interment has taken place in a burial plot, topsoil will be put in place and leveled. Once weather permits and wherever possible, the plot will be seeded to grass by the Town.
- 7.3 Every owner of a burial plot or next of kin shall maintain any monument or structure in proper repair.
- 7.4 The Chief Administrative Officer may authorize the removal of any Monument from a Burial Plot when necessary to gain access to another plot, provided that such Monument is re-installed in a like manner.

- 7.5 The Chief Administrative Officer shall have authority to have removed from any grave any weeds, grass, funeral designs or floral pieces that have become wilted, or any other articles or items, which are in his opinion, unsightly.
- 7.6 Where any curbs, fences, railings, walls, copings, trellises, hedges, tree, or shrubs, or the like on or around a burial plot have by reason of age or neglect become unsightly or objectionable, the Chief Administrative Officer may cause same to be removed, but in doing so, will leave the area in a safe, proper and neat condition.
- 7.7 Where the Chief Administrative Officer finds any monument, marker or other structure upon a burial plot in a state of disrepair, unsightly or objectionable, or directly interfering with routine cemetery maintenance, the Chief Administrative Officer may cause such to be removed, after 30 days notice of the intention to do so has been given to the owners of the plot, or to the next of kin if the owner is deceased, or published in a newspaper circulated in the Town of Hanna, if the relatives are unknown.
- 7.8 If in the opinion of the Chief Administrative Officer, any woody ornamentals situated on or about the Cemetery become, by means of their roots or branches, or in any other way detrimental to adjacent Burial plots, walks or driveways, prejudicial to the general appearance of the grounds, or dangerous or inconvenient to the public, the Chief Administrative Officer shall have the right to direct the removal of such woody ornamentals, or any parts thereof.
- 7.9 Any person who willfully destroys, mutilates, writes on, defaces, injures or removes any monument or marker, or any structure, vehicle, building, machinery, tools, equipment, or any material placed or left in the Cemetery, or any railing, fence or other work for the protection, maintenance, or ornamentation of the Cemetery or burial plot, or willfully destroys, cuts, picks, breaks, or injures any woody ornamental in the Cemetery or plays any game or sport or discharges or carries a firearm except firearms at a military funeral, or who willfully or unlawfully disturbs persons assembled for the purpose of burying a body in the Cemetery, or who commits a nuisance or at any time behaves in an indecent or unseemly manner in the Cemetery, shall be subject to the penalties of this By-Law.
- 7.10 No person shall turn loose, ride or allow going at large any cattle, swine, horses, dogs, cats or any other animal in the Cemetery.
- 7.11 All material and equipment likely to injure any grass, shrubbery, monument, marker or cover shall be moved on planks or otherwise in such a manner as to protect such grass, shrubbery, monuments, markers and covers from injury.
- 7.12 All vehicles shall use established roadways.
- 7.13 Any regulations not followed regarding structures on burial plots will result in the removal of said structure at the owner's expense.

PART VIII GENERAL PROVISIONS

- 8.1 No person shall disturb the quiet and good order of the Cemetery by noise or other improper conduct.
- 8.2 The Town of Hanna will take all reasonable precautions to protect the property within the Cemetery, but assumes no responsibility for the loss of, or damage to, any Monument, Marker or part thereof or any other article placed on a Burial Plot or to a Plot itself.
- 8.3 No person, other than authorized Town employees, shall disturb or remove or place any Flowering Ornamental, Woody Ornamental, sod or dirt anywhere in the Cemetery except as may be provided for herein.
- 8.4 No person shall place woody ornamentals on a burial plot or at the head or foot of a burial plot.
- 8.5 No person shall destroy, damage, deface or write upon any Monument, Marker or other structure or object in the Cemetery.
- 8.6 No person shall deposit any paper, sticks or refuse of any kind on any portion of the lands within the boundaries of the Cemetery, except in receptacles provided for that purpose.

PART IX ENFORCEMENT

- 9.1 Any person who contravenes a provision of this Bylaw is guilty of an offence and is liable to pay a fine not exceeding \$5,000 exclusive of costs, for breach thereof, or in the case of non-payment of the fine and costs, imprisonment for a period not exceeding 60 days.

PART XI SEVERABILITY

- 10.1 Should any provision of this Bylaw be invalid then such invalid provision shall be severed and the remaining Bylaw shall be maintained.

PART XII REVIEW AND ENACTMENT

- 11.1 Town of Hanna Bylaw 941-2008 and any amendments thereto are hereby repealed.
- 11.2 This bylaw shall come into effect as of the date of final reading.

READ A FIRST TIME THIS 13th DAY OF JULY 2021.

READ A SECOND TIME THIS 13th DAY OF JULY 2021.

Mayor Chris Warwick

Chief Administrative Officer
Kim Neill

READ A THIRD TIME AND FINALLY PASSED THIS 13th DAY OF JULY 2021.

Mayor Chris Warwick

Chief Administrative Officer
Kim Neill

Schedule A
Municipal Cemetery Bylaw

Rates effective July 13, 2021

Charge for a Grave	
Casket	\$300.00
Infant Section	\$100.00
Cremation	\$150.00
Columbarium Niche (Top two rows)	\$1,150.00
Columbarium Niche (Lower rows)	\$1,050.00
Charge for Interment (Regular Working Hours)	
Casket	\$400.00
Infant Casket	\$100.00
Cremation	\$100.00
Columbarium Niche	\$75.00
Charge for Interment (Off Hours) (Saturday, Sunday, Evenings & Holidays)	
Casket	\$600.00
Infant Casket	\$200.00
Cremation	\$200.00
Columbarium Niche	\$150.00
Charge for Disinterment (Regular Working Hours)	
Casket	\$600.00
Infant Casket	\$100.00
Cremation	\$100.00
Columbarium Niche	\$75.00
Charge for Disinterment (Off Hours) (Saturday & Sunday, evenings & holidays)	
Casket	\$700.00
Infant Casket	\$200.00
Cremation	\$200.00
Columbarium Niche	\$150.00

Schedule B
Municipal Cemetery Bylaw

To provide guidance the placement of a memorial monument at the Hanna Municipal Cemetery.

1. All costs related to a memorial monument are the responsibility of the person making the request.
2. Requests to place a memorial monument must be made in writing to the Chief Administrative Officer. Requests must include:
 - a. Design features
 - i. Angel, bench, cross, obelisk, statue, etc.
 - ii. Monument material
 - iii. Monument size
 - b. Preferred location for the monument.
3. Memorial monuments must be placed on a cement foundation.
4. Memorial monuments shall not be placed in the Cemetery without written approval.

**TOWN OF HANNA
PROVINCE OF ALBERTA
BY-LAW 941-2008**

A BYLAW OF THE TOWN OF HANNA, IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE CONTROL AND REGULATION OF THE HANNA CEMETERY.

WHEREAS the Town of Hanna owns and operates a cemetery on land described as Part of the SE ¼ 21-31-14-W4M and NE ¼ 16-31-14-W4M;

AND WHEREAS the Council of the Town of Hanna deems it necessary to pass a bylaw respecting the operation of the cemetery owned by the Town of Hanna.

AND WHEREAS pursuant the Municipal Government Act any Council may pass bylaws for municipal purposes respecting services provided by the municipality;

NOW THEREFORE THE COUNCIL OF THE TOWN OF HANNA ENACTS AS FOLLOWS:

PART I BYLAW TITLE

1. This bylaw shall be known as the "Hanna Cemetery Bylaw".

PART II DEFINITIONS

1. In this By-Law, unless the context otherwise requires, the word, term or expression:
 - a. "Burial Plot" shall mean a single grave plot for burial of a casket or cremation urn.
 - i. Burial plots for caskets measure five feet by ten feet (5' x 10') in size in the new row section and four feet by nine feet (4'x 9') in the old block section. Each burial plot may be used for a maximum of one casket and/or four cremation urns.
 - ii. Burial plots for cremation urns measure five feet (5') by five feet (5') in size. Each cremation plot may be used for a maximum of two cremation urns.
 - b. "Chief Administrative Officer" is the person appointed by Council in accordance with the Act, or his designate.
 - c. "Columbarium" shall mean an above ground structure for storing the ashes of dead human bodies or other human remains that have been cremated.
 - d. "Columbarium Niche" shall mean reinforced concrete shelves that are finished in polished granite to hold cremation urns. Each columbarium niche may be used for a maximum of two cremation urns.
 - e. "Council " means the Council of the Town of Hanna.
 - f. "Field of Honour" shall mean an area in the Cemetery reserved for burial of veterans and their spouses.

- g. "Flowering Ornamental" shall mean any perennial, annual or bi-annual flowering plant.
- h. "Interment" shall mean the excavation of a grave to the required depth and size, the back filling of the grave and the removal of any excess earth.
- i. "Marker" shall mean a memorial of granite, marble, bronze or other material, being flush with the ground.
- j. "Monument" shall mean a memorial of granite, marble, bronze or other material, which extends or rises above the ground to within a certain height.
- k. "Town" shall mean the Municipality of the Town of Hanna.
- l. "Undertaker" shall mean any registered or licensed embalmer or mortician or any other person authorized by Provincial Statute to inter deceased persons.
- m. "Veteran" shall mean a person who at any time was a member of the armed forces of Canada, the United Kingdom, or any armed forces of a country allied with Canada or the United Kingdom, who served in any war or was a member of the Royal Canadian Mounted Police.
- n. "Woody Ornamental" shall mean any trees, shrubs and creeping or climbing plants.

PART III ADMINISTRATION

1. The Chief Administrative Officer shall make all sales of burial plots in the Cemetery and opening/closing of burial plots and shall receive all monies resulting from the sales and opening/ closing of such burial plots.
2. The Chief Administrative Officer shall keep a correct account of all monies received and of all Town expenditures made in connection with the Cemetery and shall keep a suitable book of record with a descriptive record of each burial plot in the Cemetery and of every transfer or sale of a burial plot with the date of each sale or transfer of all business transacted in connection with the Cemetery.
3. The Chief Administrative Officer shall have the power to order the burial plots be sold in rotation or any manner considered suitable.
4. The price of burial plots, columbarium niches and opening/closing of burial plots shall be set by policy in a resolution of Council
5. The Chief Administrative Officer shall designate the place where material to be used in connection with any work at the Cemetery is to be stored, or where excavated material is to be placed.
6. Every fall before ground freeze up; the Chief Administrative Officer may authorize the pre-digging of burial plots for use during the winter months. The opened burial plots will be covered with designated finished wooden covers and if the burial plots are not needed they will be filled in once the ground has thawed.

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7. It shall be the duty of the Chief Administrative Officer to set aside and maintain an area in the Cemetery, which shall be known as a Field of Honour.
8. While the Town undertakes to provide all reasonable safeguards against damage, either willful or accidental, any marker or monument placed by the owner on any plot in the Cemetery is at the owner's risk.

PART IV BURIAL PLOTS OR COLUMBARIUM NICHES

1. Burial Plots shall be available for the burial of human remains at all times.
2. Burial plots or columbarium niches may be purchased and held in reserve by any person or estate by paying, in full, the price for the burial plot or columbarium niche as set out in policy.
3. Burial plots or columbarium niches reserved in the Cemetery shall not be resold or transferred by any person or estate to any other person or estate, except with the permission of the Chief Administrative Officer.
4. The holder of a reserve burial plot or columbarium niche in the Cemetery may cancel out his reservation in which case the Town will refund said holder 75% of the amount originally paid for such reserve.
5. Burial plots or columbarium niches shall not be used for any purpose other than burial for human remains.

PART V MONUMENTS AND / OR MARKERS

1. All work must be done by a business licensed by the Town of Hanna, as per the Town of Hanna Business Licensing By-Law.
2. In the sections where cement headstone foundation is provided, no concrete, stone, stucco, marble, granite or other type of loose or slab cover will be permitted on any burial plot and no concrete or stone corners, boundary walls, markers, fences, railings, walls, copings, boxes or other structures will be permitted on any burial plot. The only construction permitted will be for the placement of a monument or marker upon the cement foundation provided by the Town. Monuments or markers must be placed in proper alignment on the foundation in reference to the burial plot and shall be less than 2' in width and less than 5' in length for a single grave.
3. In the sections without cement headstone foundations, persons desiring to place a cover on any burial plot must obtain permission from the Chief Administrative Officer. Where there is an existing cover laid for a deceased relative, the new cover must be of a similar material and the space between all such covers must be sealed by concrete.
4. Under no circumstances will any structure in the old or new sections exceed the width and length of the burial plot.
5. Twelve (12) full months should elapse between the date of interment and the placing of any monument or permanent cover, except in the sections with concrete headstone foundations.

6. Inscriptions on Monuments or Markers must be of sufficient depth and quality so as to be legible and durable. Metal plaques which oxidize or deteriorate are not permitted.
7. No inscription shall be placed on any Monument or Marker which is not in keeping with the dignity and decorum of the Cemetery
8. All persons erecting Monuments or Markers shall ensure that such Monuments or Markers are firmly secured to the foundation, and that the foundation is adequate to carry the Monument or Marker.

PART VI INTERMENT

1. The Town or any officer thereof shall not be responsible for any mistake resulting from lack of precise or proper instruction regarding the burial plot where an interment is to be made or has been made.
2. No burial shall be permitted in the Cemetery unless a burial permit issued by the proper office of the Government of the Province of Alberta is produced by the party applying for the burial to the Chief Administrative Officer or the local funeral home.
3. Undertakers must provide the necessary lowering devices and make their own arrangement for the placing of mats, wreaths, flowers, etc. around the burial plot.
4. In the case of interment and disinterment, the excavations shall be made by person(s) authorized and under the direction of the Chief Administrative Officer.
5. In all cases notification of intention to inter must be given to the Town office during regular office hours
 - a. Between May 1 and October 31 in any year, at least 48 hours prior to the time of the interment.
 - b. Between November 1 and April 30 in any year, at least 72 hours prior to the time of the interment.

Notification may be waived when body to be interred died from a contagious disease or if special circumstances so require.

6. Funerals must reach the Cemetery not later than 4:00 P.M. on the date of the burial. The Off Hours charge will apply if it is necessary for personnel to remain after their usual working hours.
7. All work being conducted in the immediate vicinity of the Burial plot shall be discontinued during a burial service at that burial plot.
8. Disinterment of a body shall not take place until a permit for disinterment is issued by the Provincial Director of Vital Statistics and delivered to the Town of Hanna.
9. The person requesting a disinterment shall give complete and precise instructions regarding the location of the grave. The Town of Hanna shall not be responsible for any errors resulting from the lack of proper instruction.

PART VII MAINTENANCE

1. Once burial plots have been used for burial, topsoil will be put in place and leveled. Once weather permits and wherever possible, the plot will be seeded to grass by the Town.
2. Every owner of a Monument or other erection upon any Burial Plot shall maintain it in proper repair.
3. The Chief Administrative Officer may authorize the removal of any Monument from a Burial Plot when necessary to gain access to another plot, provided that such Monument is re-installed in a like manner.
4. The Chief Administrative Officer shall have authority to have removed from any grave, any weeds, grass, funeral designs or floral pieces that have become wilted, or any other articles or things, which are in his opinion, unsightly.
5. Where any curbs, fences, railings, walls, copings, trellises, hedges, tree, or shrubs, or the like on or around a burial plot have by reason of age or neglect become unsightly or objectionable, the Chief Administrative Officer may cause same to be removed, but in doing so, will leave the area in a safe, proper and neat condition.
6. Where the Chief Administrative Officer finds any monument, marker or other structure upon a burial plot in a state of disrepair, unsightly or objectionable, or directly interfering with routine cemetery maintenance, the Chief Administrative Officer may cause such to be removed, after 30 days notice of the intention to do so has been given to the owners of the Plot, or to relatives if the owner is deceased, or published in a newspaper circulated in the Town of Hanna, if the relatives are unknown.
7. If in the opinion of the Chief Administrative Officer, any trees situated on or about the Cemetery become, by means of their roots or branches, or in any other way detrimental to adjacent Burial plots, walks or driveways, prejudicial to the general appearance of the grounds, or dangerous or inconvenient to the public, the Chief Administrative Officer shall have the right to direct the removal of such Woody Ornamentals, or any parts thereof.
8. Any person who willfully destroys, mutilates, writes on, defaces, injures or removes any monument or marker, or any structure, vehicle, building, machinery, tools, equipment, or any material placed or left in the Cemetery, or any railing, fence or other work for the protection, maintenance, or ornamentation of the Cemetery or burial plot, or willfully destroys, cuts, picks, breaks, or injures any tree, shrub or plant in the Cemetery or plays any game or sport or discharges or carries a firearm except firearms at a military funeral, or who willfully or unlawfully disturbs persons assembled for the purpose of burying a body in the Cemetery, or who commits a nuisance or at any time behaves in an indecent or unseemly manner in the Cemetery, shall be subject to the penalties of this By-Law.
9. No person shall turn loose, ride or allow going at large any cattle, swine, horses, dogs, cats or any other animal in the Cemetery.
10. All material and equipment likely to injure any grass, shrubbery, monument, marker or cover shall be moved on planks or otherwise in such a manner as to protect such grass, shrubbery, monuments, markers and covers from injury.

11. All vehicles shall use established roadways.
12. Any regulations not followed regarding structures on burial plots will result in the removal of said structure at the owner's expense.

PART IX GENERAL PROVISIONS

1. No person shall disturb the quiet and good order of the Cemetery by noise or other improper conduct
2. The Town of Hanna will take all reasonable precautions to protect the property within the Cemetery, but assumes no responsibility for the loss of, or damage to, any Monument, Marker or part thereof or any other article place on a Burial Plot or to a Plot itself.
3. No person, other than authorized Town employees, shall disturb or remove or place any Flowering Ornamental, Woody Ornamental, sod or dirt anywhere in the Cemetery except as may be provided for herein.
4. No person shall place Woody Ornaments on a Burial Plot or at the head or foot of a grave.
5. No person shall destroy, damage, deface or write upon any Monument, Marker or other structure or object in the Cemetery.
6. No person shall deposit any paper, sticks or refuse of any kind on any portion of the lands within the boundaries of the Cemetery, except in receptacles provided for that purpose.
7. No animal shall be allowed in the Cemetery unless such animal is on a leash and under the control of an adult person.

PART X ENFORCEMENT

1. Any person who contravenes a provision of this Bylaw is guilty of an offence and is liable to pay a fine not exceeding \$5,000 exclusive of costs, for breach thereof, or in the case of non-payment of the fine and costs, imprisonment for a period not exceeding 60 days.

PART XI SEVERABILITY

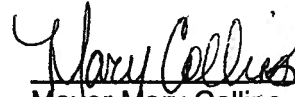
1. Should any provision of this Bylaw be invalid then such invalid provision shall be severed and the remaining Bylaw shall be maintained.

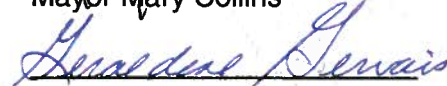
599
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PART XII ENACTMENT

1. This Bylaw shall come into effect as of the date of final reading thereof.
2. Bylaw 722 is hereby repealed.

READ A FIRST TIME THIS 12th DAY OF FEBRUARY 2008.

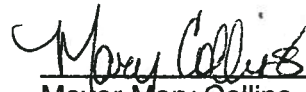


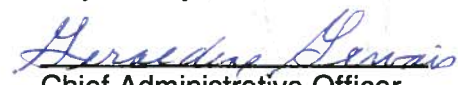
Mayor Mary Collins


Chief Administrative Officer
Geraldine Gervais

READ A SECOND TIME THIS 12th DAY OF FEBRUARY 2008.

READ A THIRD TIME AND FINALLY PASSED THIS 12th DAY OF FEBRUARY 2008.



Mayor Mary Collins


Chief Administrative Officer
Geraldine Gervais

JAN 2020	Cemetery Rate Review													
		Summer	Winter						May 1 - Oct 31	Nov 1 - Apr 30	May 1 - Oct 31	Nov 1 - Apr 30		
	Hanna	Olds		Acme	Brooks	Castor	Coronation	Drumheller	Oyen		Stettler		Three Hills	Taber
Burial Plots														
Casket	300.00	500.00		472.50	400.00	200.00	150.00	895.00	225.00	225.00	300.00	300.00	550.00	850.00
Infant	100.00	350.00			200.00						150.00	150.00		
Cremation	150.00	400.00		472.50	200.00			450.00			300.00	300.00		
Columbarium top (2)	1,150.00	1,045.00		1,155.00		800.00		1,170.00			750.00	750.00	800.00	
Columbarium bottom	1,050.00					800.00								
Memorial Wall								191.00						
Perpetual Care				365.00			100.00				100.00	100.00	100.00	
Interment Regular														
Casket	400.00	440.00	660.00	682.50	400.00	500.00	250.00	445.00	400.00	675.00	325.00	400.00	300.00	635.00
Infant	100.00	220.00	440.00		300.00						325.00	400.00		
Cremation	100.00	240.00	440.00	157.50	200.00	125.00	100.00	145.00	125.00	200.00	100.00	125.00	75.00	230.00
Columbarium	75.00	165.00	170.00			75.00		215.00			100.00	100.00	75.00	230.00
Winter Fee								230.00						
Interment Off Hours														
Casket	600.00	660.00	880.00	818.40	600.00	600.00	350.00	575.00	600.00	950.00	475.00	550.00	450.00	970.00
Infant	200.00				500.00						475.00	550.00		
Cremation	200.00			189.00	400.00	225.00	200.00	170.00	200.00	300.00	250.00	275.00	75.00	720.00
Columbarium	150.00					75.00		285.00			200.00	200.00		
Winter Fee														
POPULATION	2,673	9,184		653	13,676	932	947	8,029	973		5,748		3,322	8,104



Attachments

1. Mayor Warwick
2. Councillor Campion
3. Councillor Olsen
4. Councillor Beaudoin

Reviewed and Approved for Submission to Council

Prepared By:

Director of Corporate Services

Financial Review:

Director of

Chief Administrative Officer

2021 July Mayor's Report

Meetings Attended:

- June 15th – Harvest Sky (Cactus Corridor) Meeting
- June 24th – Interview with Chris Varcoe from the Calgary Herald.

Very quiet month. At the Harvest Sky meeting we didn't have quorum but received an update on some of the progress of projects from Mark. You can see in correspondence a summary of what is happening.

The interview with Chris Varcoe was a follow up with him on the impacts of the conversion to gas at Sheerness. I had an interview with him several years ago and he is doing a piece on the impacts to western energy workers.

It's great to see things opening up on the covid 19 front. Let's just hope it stays that way.

Respectfully

A handwritten signature in black ink, appearing to be 'Chris Warwick', with a long horizontal stroke extending to the right.

Chris Warwick - Mayor, Town of Hanna

COUNCIL REPORTS & ROUNDTABLE

Council Date: July 13, 2021
Prepared by: Councillor Kyle Olsen

Event: HLC Marketing Meeting
Location: Zoom
Date & Time: June 10, 4:30

Discussed how marketing and brand refresh could help make Hanna Learning Centre get more exposure and to help people realize what services are available.

Event: HLC Finance Committee Meeting
Location: HLC Boardroom
Date & Time: June 15, 12:00PM

Discussed the financial outlook for next year. A realistic look at the next year shows that there are many challenges ahead.

Event: Golf Course Board Meeting
Location: Hanna Golf & Country Club
Date & Time: June 16, 7:30 PM

Short presentation from Mark Nikota about marketing and access to funding for course and facility improvement. Discussed how busy the course is getting and plans for new shop in 2022. There have been a few issues with course etiquette not being upheld so volunteer marshalls will be used at peak times and for some events.

Event: Legion Remembrance Day Poster Award
Location: JCCHS
Date & Time: June 17, 2:30 PM

Award for JC Charyk student who won her entire age group in all of Canada! Great to see such talent get recognized.

Event: HLC Board Meeting
Location: HLC Boardroom
Date & Time: June 22 6:30 PM

Need to start actively recruiting board members and continue the engagement. Were optimistic that Alberta Infrastructure would reconsider their cost recovery model for Non-Government Users but haven't received anything confirming as much.

Event: Spray Park Opening
Location: Hanna Spray Park
Date & Time: June 29, 1:00 PM

Was thrilling to finally see water spraying through the park. Was packed with kids until 9:00 pm when the water went off. Great reviews during the hot weather.

Event: Council Info Session
Location: Zoom
Date & Time: June 30, 8:30 AM

Update from 818 Studios. Shocked to see that people don't want parallel parking downtown :) Update on the poppy project, which looks amazing and it's nice to see that we can plan group functions for staff.

Event: Canada Day Flag Raising
Date & Time: July 1, 12:30

Was a great start to an awesome day. Exciting to see so many people at the pool, the spray park and HKH Park.

Event: PEP Board Meeting
Location: Rosemary Rec Centre
Date & Time: July 7, 10:30 AM

Southeastern Alberta is seeing activity in green energy as well as many communities being attractive to retirees/semi-retirees. It seems like more and more people are recognizing the benefits of smaller towns.

COUNCIL REPORTS & ROUNDTABLE

July 13, 2021 @ 6 pm

Sandra Beaudoin

<u>Date</u>	<u>Meeting</u>	<u>Time</u>	<u>Method</u>
June 11	Council Meeting	6 pm	ZOOM
June 17	Community Futures Meeting AGM Update on activity. COVID Federal funding has brought new business to CF & new exposure for financing & business support. It is amazing how much work has been done by this staff of 3 this year assisting small business in Special Areas & Kindersley area. Lots of business consulting & new agriculture loan activity which had not been part of CF portfolio. Clients who took advantage of the COVID business loan funding are coming back for additional services.	9 am	ZOOM
June 21	Community Futures Investment Meeting Review loan application	9 am	Conference Call
June 30	Council Info Session Good discussion. Great to hear GFL is moving forward & I have seen recent activity since the meeting.	8:30 am	ZOOM
July 7	Palliser Economic Partnership AGM, Voting on Executive. Lots of activity happening in the regions!	10:30 am	Rosemary Hall

Upcoming Meetings

July 13	Council Meeting	6 pm	Town Chambers
July 16	Medical Clinic Meeting	8:30 am	Clinic
July 28	Cancelled		

Canadian Badlands No meetings
Communities in Bloom has taken a year off.



Town of Hanna Council Agenda Background Information and Request for Decision

Date: July 13, 2021

Agenda Item No: 12.00

Item Title

Correspondence

Recommended Motion

That Council accepts Correspondence items 12.01 – 12.21 for information.

Background

Council is provided with various items of correspondence at each meeting for information. Correspondence may be in the form of a letter, note, newsletter, report or meetings minutes. Meeting minutes are most often from committees or boards that are affiliated with the Town but may not have an appointed representative.

Correspondence items do not usually require a response from Council, however if there is an item that a Councillor would like to bring forward for action, a motion can be put on the floor at that time.

Council members are encouraged to ask questions or seek clarification on any information presented.

Communications

Highlights of the correspondence reports may be communicated through the Town Social Media Programs.

Financial Implications

Operating:	_____ N/A _____	Capital Cost:	_____ N/A _____
Budget Available:	_____	Budget Available:	_____
Unbudgeted:	_____	Unbudgeted Costs:	_____
Source of Funds:	_____	Source of Funds:	_____

Policy and/or Legislative Implications

N/A



Attachments

1. Starland County Facility – Grand Opening August 5, 2021
2. Prairie Land School Division – Board Highlights – June 22,2021
3. AUMA South Update
4. Cactus Corridor Newsletter – June 2021
5. Adopt a Tree – Thank you Card – Jurgen-Bonnie Kautz
6. Village of Caroline – RCMP Support Letter
7. Town of Beaverlodge – RCMP Support Letter
8. Cypress County – RCMP Support Letter
9. Town of Thorsby – RCMP Support Letter
10. Town of Viking – RCMP Support Letter
11. Village of Rockyford – RCMP Support Letter
12. Red Deer County – RCMP Support Letter
13. Village of Milo – RCMP Support Letter
14. Village of Holden – RCMP Support Letter
15. Town of Turner Valley – RCMP Support Letter
16. City of Fort Saskatchewan – RCMP Support Letter
17. Town of Nanton – RCMP Support Letter
18. Lac La Biche County – RCMP Support Letter
19. County of Forty Mile – RCMP Support Letter
20. Town of Fairview – RCMP Support Letter
21. Village of Lougheed – RCMP Support Letter

Reviewed and Approved for Submission to Council

Prepared By:

Director of Corporate Services

Financial Review:

Director of

Chief Administrative Officer

Please join us for the

Grand Opening

of the new

STARLAND COUNTY FACILITY

THURSDAY, AUGUST 5th, 2021

11:00 - Welcome Speeches
& Ribbon Cutting Ceremony

11:30-1:30 - Lunch

12:30-2:30 - Guided Tours of New Facility

217 Railway Avenue North
Morrin, Alberta

BOARD HIGHLIGHTS

Board of Trustees Meeting

June 22, 2021

Athletics Lost

The Prairie Land Board of Trustees previewed the documentary 'Athletics Lost' that shared stories of Prairie Land student-athletes and the opportunities that were taken away as a result of the Covid pandemic. The video represents all schools throughout the division and students speaking to the disappointment they faced, but the optimism they see in the future. The Board would like to thank the students who participated in the making of the Prairie Land Athletics Lost video. Please click on [Athletics Lost](#) to hear their stories.

Multiple Voting Stations

A by-law was passed for the fall Trustee election allowing for multiple voting locations for wards and/or subdivisions. If an election is required in an area, those locations will be confirmed following the September 20, 2021 nomination day.

J.C. Charyk Hanna School Innovation Academy

The Board of Trustees passed a motion to approve an in-year request to provide funding to J.C.Charyk Hanna School for the establishment of their School of Excellence in the amount of \$250,000. The school will be creating the J.C. Charyk Innovation Academy that addresses relevant learning and innovative teaching practice across all curricular areas.

For additional information please contact: Cam McKeage, Superintendent of Schools, Prairie Land Public School Division 403.854.4481

Kim Neill

From: Tanya Thorn <tthorn@okotoks.ca>
Sent: June 29, 2021 3:32 PM
To: Tanya Thorn
Subject: Towns South 2nd Quarter Update
Attachments: Energy Management - Funding opportunities available.pdf; Alberta Police Interim Advisory Board - Report on Governance - FINAL.pdf

Good morning my fellow colleagues,

I hope everyone is surviving this heat. Not sure if I can recall temperatures this hot or for this long in June before. Few things going on so let's get to my update:

Summer Municipal Leaders Caucus

[Registration is now open](#) and we are going to be hosting people in person so I hope to see many of you in the flesh 😊 These events will give us all the opportunity to come together and discuss the issues that are facing Alberta and communities across the province. While health restrictions will be lifted, we will continue to properly space participants, have face masks and hand sanitizer available, and have individually wrapped food and beverages.

This year, AUMA is visiting 5 communities. The 2 in the south are:

- July 20 – Bow Island (Bow Island Multiplex)
- July 21 – High River (Heritage Inn Hotel & Convention Centre)

Municipal Population Estimates Model

In March 2021 Municipal Affairs introduced a new population estimates model at a stakeholder engagement session. We have been advised that they will be proceeding forward with this model for determining population of Municipalities. It estimates populations using a balancing equation. They- will be utilizing data from GOA and Federal Government data sources to determine the estimate. Municipal Population estimates will now be issued by Treasury Board and Finance and these will be used to determine allocation of municipal grant funding. Municipalities still can conduct municipal censuses however, it can no longer be submitted to GOA to be used in determining population numbers. GOA has advised that they will consider changes to the estimate if there is a significant difference from a Municipal census.

MGA Review

Four engagement sessions were held by Municipal Affairs on May 27 and June 1 on matters addressed in the Parts of the MGA on Governance. The proposed changes to the MGA relate to concerns perceived by the Ministry on the following topics:

- Code of Conduct (for Elected Officials)
- Inter-municipal Business Licences
- Viability Review (Minister Directives)
- Petitions

They are considering removing the mandatory requirement for Code of Conducts as their belief is that it creates unnecessary red tape. The fall session of the Legislative Assembly is being targeted for changes to the legislative provisions on these topics, as well as general streamlining in Parts 1-8 of the MGA.

AUMA submitted written feedback on the proposed legislative changes in June. Our feedback emphasized the need for more comprehensive engagement with elected officials and municipal administrators on Codes of Conduct and on the viability review process as a whole. Feedback was exchanged and aligned, where possible, with RMA and the Cities of Edmonton and Calgary.

Ryan Jespersen – Municipal Finances

If you missed it here is the link to President Barry, me & Mayor Brian Petersen from Hythe discuss Municipal Finances. <https://www.youtube.com/watch?v=dhkgLwUHIf0&t=2348s>

Advocacy on Victim Services

Please stay tuned to the digest for our advocacy campaign details regarding the changes happening with the Victims of Crime Funding. In April 2020 the province increased the surcharge levied against convicted offenders which increase the Victim of Crimes Fund from \$40 Million to \$60 Million annually. In June 2020 Bill 16 expanded the scope of use for this Fund which made Alberta the only province which does not restrict funds to services that support victims. We will be kicking off a joint advocacy campaign with the Alberta Police Based Victim Services Association as the funding for victim services continues to be decreased. We are calling on the GOA to reverse their recent changes and provide ongoing, sustainable funding to victim services programs. I encourage you to reach out to the victim service providers in your area and hear about some of the challenges they are facing.

Policing

The Interim Police Advisory Board submitted their report on Governance recommendations to the Minister of JSG last week. See the full report attached.

Energy Management – Funding Opportunities

Over \$1.6 Billion of new Federal Grant funding is available to support municipalities to retrofit, repair, and install energy efficiency upgrades or renewables in their buildings. I have attached a brochure with information about the new grant funding available for your review. AUMA can help you determine if your projects will qualify for grant funding.

AUMA has also launched our Energy Management Services to help municipalities develop, finance, and pay for retrofit capital investments with the resulting energy savings with or without grant funding. Our service model guarantees energy savings and we provide support to members throughout the process of securing the necessary funds for capital projects. There may also be opportunities to aggregate smaller communities.

If you are interested in learning more, please reach out to AUMA's newest hire Kyle Kasawski at kkasawski@auma.ca to get the process started for your community infrastructure.

Well I think this is long enough now. On a personal note I did announce this month that I am running for Mayor in the Town of Okotoks. Yes I decided that I have not had enough of politics and hope to stick around for another term.

As always let me know if you have any questions. Hope to see you all soon. Have a fabulous summer.

Tanya

Tanya Thorn, BA, ICD.D | Councillor, Town of Okotoks
Director - Towns South, AUMA

tthorn@okotoks.ca

(403) 860-7342

Facebook: Tanya Thorn - Okotoks Town Councillor

Instagram: @tanya.thorn

Twitter: @Thorn4Okotoks



WOI2021
NOMINEE

Official announcement coming soon! In an effort to better attract new businesses, residents and tourists, we are getting a regional makeover. The first step was alignment of our partners (Hanna, Youngstown, Special Areas and the Hanna Learning Centre) which included re-branding initiatives such as logos and tag lines. The next step is an advertising campaign to let the rest of the world know what we, as a region, have to offer.

For this campaign, we have established and will be marketing the new Harvest Sky Region.



HARVEST SKY REGION

Watch for more announcements coming soon!

Promoting Tourism

Tourism Plan: We are happy to announce that Cactus has hired **Morgan Burgemeister** as our Tourism Coordinator. Morgan will be continuing her work at the Visitor Information Centre and will work on tourism initiatives and connections with other groups such as Travel Special Areas, Travel Alberta and Travel Drumheller to make tourism a regional priority.

Driving New Business & Investment

GFL: the town of Hanna is currently working with GFL on a fertilizer facility to be located on highway 9, near the west entrance of town. The project is in the land use and planning stage with further information to come as the project moves forward.

IncinerTech: the bio-waste treatment company continues to work on their proposed project to be located just off of highway 36 (south of the Sheerness power generating station).

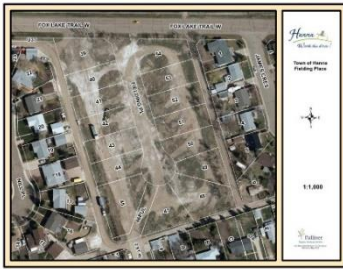
TransAlta: is proceeding with their Garden Plain Wind Project which will see construction north of Hanna. Cactus Corridor is supporting their project with local connections to help meet their construction and ongoing project requirements.

All 3 projects, if successful, will mean permanent jobs which is a positive step forward for the region.

Building Remediation: Cactus is working with commercial & residential property owners in Hanna on possible remediation of old buildings in an effort to promote future development. Older properties in rural communities present a possible obstacle to development, as often the value of the property isn't as high as the cost to remediate the site.

Cactus is working with property owners to overcome this issue and move forward to clean up old sites and promote future development.





Attracting Residents

Land Development: Cactus is actively pursuing residential housing development in Hanna and Youngstown, including new homes on existing residential lots.

Picking up the Climate Change Taskforce Work

The many projects that were identified as part of the climate change taskforce work continue to move forward. Highlights of just a few of the projects:



Community Development: both the Hanna & Youngstown community development projects are moving forward. 818 Studios is the consultant leading the projects with community stakeholder engagement. They were at farmers' markets in June and had set up shop next to the post office.

Community development includes a main street revitalization and way-finder signage component in both communities. Options are being presented in an effort to gather feedback from residents on what they'd like to see.

Irrigation Projects: a new partnership was announced with the Government of Alberta, the Canada Infrastructure Bank and the Special Areas to continue work on the projects that were started in 2020. This has the potential to help move irrigation forward in the region. More to come.



Agricultural Center: Preliminary work on the project is complete and has identified a few elements to continue to pursue as possible pieces in the ag center including:

- Livestock Hub components: animal therapy, animal training, equine boarding, veterinary services, lab services, animal nutrition
- Educational components: partnerships with local schools and post secondary schools
- Research facilities
- Riding and Event Center: indoor riding arena
- Food Production

Work will continue on a business case to see what is feasible to pursue as a final option.

Funding for these projects is provided by Western Economic Development (Government of Canada) and the projects should be completed by the fall so opportunities can move forward.

Cactus Corridor Economic Development Corporation

For more information contact

Mark Nikota, Economic Development Manager at 403-854-0589 or mark.nikota@cactuscorridor.com

Dear Town of Hanna Staff,

We sincerely thank the Town of Hanna staff for the recommendations & guidance given us when choosing trees in remembrance of my parents, Ted & Irene Jess. Thank you also to the Town of Hanna staff for planting the trees in the park & for the continued care of these trees. It means so much to our family, & we appreciate it more than words can say!

In 1929, when Ted was 7 years old, the Jess family moved to a farm northeast of Hanna.

In 1949 Ted & Irene were married, at which time Irene

moved from Medicine Hat to the Jess farm.

In 1977 Ted & Irene moved from the farm into the Town of Hanna, where they resided until Irene's passing in 2018 & Ted's passing in 2020.

Ted was a resident of Hanna & area for 90 years, & Irene was a resident of Hanna & area for 69 years.

Our family roots run deep & strong in the Town of Hanna & area, & we trust that the roots of these trees, planted in remembrance of Ted & Irene Jess, will do the same! Sincerely,
Bonnie & Jurgen Kautz & Family



Box 148
5004-50 Avenue
Caroline, AB T0M 0M0
T: (403)722-3781
F: (403)722-4050
Email: info@caroline.ca

May 4th, 2021

Honourable Kaycee Madu
Minister of Justice and Solicitor General
424 Legislature Building
10800-97 Ave
Edmonton, Alberta T5K 2B6

Dear Minister Madu,
Re: Village of Caroline Support for the RCMP

Our council wishes to advise they do not in support of the Government of Alberta's Initiative to replace the RCMP with an Alberta Provincial Police Service (APPS) as affirmed in the responses from many municipalities.

Council has concerns with the province establishing an APPS despite 65% of respondents indicating non-support. The costs of transitioning to an APPS are unknown and the increased operating costs will undoubtedly be borne by the communities. The municipalities are currently bearing a substantial amount of policing costs and are not willing to accept unknown additional increases that will be inevitable from a transition to an APPS. This cannot be done within a short time frame to offer expertise and services currently provided to Albertans by the RCMP.

Our Village developed a collaborative relationship with our local RCMP detachment over many years and is satisfied with the level of service and degree of responsiveness received and their involvement. Council encourages the Government of Alberta to abandon the transition study and continue efforts to work with the RCMP to achieve better outcomes.

Yours Truly

Village of Caroline



Mayor John Rimmer

CC: The Honourable Jason Kenney, Premier
The Honourable Jason Nixon, Minister of Environment & Parks
Mr. Curtis Zablocki, Commanding Officer for Alberta RCMP
AUMA Members
RMA Members

Feb 25, 2021

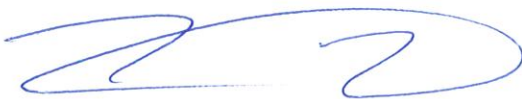
Honorable Premier Jason Kenney
307 Legislature Building
10800-97 Ave NW
Edmonton, AB
T5K 2B6

Dear Honourable Premier Kenney,

At the February 22 Town of Beaverlodge Council meeting, Council passed a resolution to forward a letter in support of the RCMP. Specifically, Council wanted to express its satisfaction for the level of service our community receives from the RCMP detachment in Beaverlodge and the regional support from the detachment in Grande Prairie. Additionally, the Town of Beaverlodge strongly believes that the RCMP should remain as the foremost policing force in the Province of Alberta and that Alberta should not transition to a Provincial Police Service.

We strongly believe that there is opportunity to greatly improve our Province's Judicial System and the apparent gaps due to the lack of Prosecutors and the subsequent return of repeat offenders to our community.

Respectfully,



Gary Rycroft, Mayor, Town of Beaverlodge

cc: Minister of Justice and Solicitor General Kaycee Madu
cc: Minister of Finance and MLA Travis Toews
cc: AUMA President & Chair Barry Morishita



CYPRESS COUNTY

816 - 2nd Avenue, Dunmore, Alberta T1B 0K3

Phone: (403) 526-2888

Fax: (403) 526-8958

www.cypress.ab.ca

June 16, 2021

Honourable Kaycee Madu
Minister of Justice and Solicitor General
424 Legislature Building
10800-97 Avenue
Edmonton, Alberta T5K 2B6

RE: Cypress County Support for the RCMP

Dear Minister Madu:

On behalf of Cypress County Council, I am writing to express our support for the continuation of the Royal Canadian Mounted Police as our provincial police force.

After reviewing the Fair Deal Panel: Report to Government, along with the many letters we have now received from other municipalities, Cypress County will stand with those municipalities in opposition of creating an Alberta Provincial Police Service.

The recommendation to create a provincial police service despite only 35% of respondents supporting the idea is troubling, especially coupled with an increase in cost to our ratepayers with no guarantee of any advancement in service. Alberta is a democracy, asking Albertans to fund a police service they are opposed to goes against the basic definition of democracy, to 'rule by the people'. We ask you to listen to your constituents and be our voice.

In Cypress County we are appreciative of the relationship we have with our local RCMP detachment and enhanced officer. We wish to continue this relationship for many years. We ask the Government of Alberta to listen to Albertans, continue forward with the RCMP and build an improved more cohesive relationship.

Sincerely,

Dan Hamilton, Reeve
Cypress County

cc. The Honourable Jason Kenney, Premier
The Honourable Ric McIver, Minister of Municipal Affairs
Drew Barnes, MLA Cypress-Medicine Hat
Michaela Glasgow, MLA Brooks-Medicine Hat
RMA Members



May 31, 2021

Premier Jason Kenney
Office of the Premier
307 Legislature Building
10800 – 97 Avenue
Edmonton, Alberta T5K 2B6

Dear Premier Kenney,

RE: Royal Canadian Mounted Police and Provincial Policing

This letter is presented as a token of support on behalf of the Town of Thorsby towards the Royal Canadian Mounted Police (RCMP) and also as a motion of opposition to the Provincial Government's recent proposal for an Alberta Provincial Police force.

After reviewing the Fair Deal Panel's Report to Government (as well as the many letters currently circulating from Municipal elected officials) the Council of Town of Thorsby is voicing its firm opposition to the APPS (Alberta Provincial Police Service).

There are several particularly concerning items identified in the Fair Deal Panel's report, namely:

- The Fair Deal Panel's recommendation to proceed with developing a proposal for a Provincial Police force, despite only 35% of Albertans believing the police force would contribute to the desired outcome of helping Alberta better assert itself with the Canadian federation.
- Provincial and municipal governments possibly absorbing \$112.4 million policing costs currently covered by the federal government (which would be in addition to the increasing policing costs incurred by municipalities under the Police Funding Model).

Furthermore, and perhaps most importantly, we have an excellent relationship with our local RCMP detachment and feel no need to replace them with a Provincial force. The RCMP in Town of Thorsby have always been responsive to community needs and feedback, and have consistently delivered professional, quality public safety services in our communities. In addition, ongoing collaboration between both Detachment and Thorsby's Council has resulted in a positive and adaptive presence in the region.

We have not been provided with adequate proof that the formation of the APPS would result in better outcomes for Albertans, especially when considering the Provincial Government's reduction into MSI funding over the next few years and considering the infrastructure maintenance investments that all Canadian municipalities face over the coming years. Town of Thorsby Council is urging the Government of Alberta to listen to Municipal Leaders as well as the results of the Fair Deal Panel's report and shift efforts to Improving RCMP relationships and resource in the Province. Please do not hesitate to contact me with any comments or concerns.

Respectfully,

Rod Raymond
Mayor



cc.

- The Honourable Jason Kenney, Premier premier@gov.ab.ca
- Ric McIver, Minister of Municipal Affairs minister.municipalaffairs@gov.ab.ca
- Kacee Madu, Minister of Justice and Solicitor General
- Barry Morishita, president of Alberta Urban Municipalities Association
- Paul McLaughlin, President of Rural Municipalities Association
- RCMP Town of Thorsby Detachment: Dwayne.A.MOORE@rcmp-grc.gc.ca
- Mark Smith, MLA & Constituency, Drayton Valley-Devon: mark.smith@assembly.ab.ca
- Alberta Municipalities



www.viking.ca

Town of Viking Office of the CAO
5120-45 Street,
Viking, AB, T0B 4N0
Phone: 780-336-3466
Email: don.mcleod@viking.ca

Honourable Kaycee Madu
Minister of Justice and Solicitor General
424 Legislature Building
10800-97 Avenue
Edmonton, Alberta T5K 2R6

Re: Proposed Provincial Police Force.

The Town of Viking joins the many other communities, both urban and rural voicing their opposition over the proposed Provincial Police Force. The RCMP have been a core in Viking for many years and have served our community with great distinction. They coach our sports teams, belong to clubs, and participate in various Town activities.

The Provincial Government's is reducing the MSI funding for the foreseeable future. Many urbans are struggling with infrastructure maintenance deficits over the coming years. Most local government budgets are already being stretched beyond their limits. How are we going to fund a Provincial Police Force? The Province will mandate municipalities to pay, thereby forcing local councils to increase municipal taxes to fund Provincial downloading.

The Town of Viking respectfully suggests that there are much more serious issues that your government should be dealing with. This council does not see the current policing model as broken Therefore, why does your government see the need to fix it? It is our opinion that the Provincial government needs to seriously re-evaluate its priorities.

Many other Towns expressed the following sentiment, and this Council endorses the statement:

The Provincial Government continually encourages (and legislatively mandates) that municipal governments work together in a cohesive manner, perhaps they should take a page from their own book rerouting the funds allocated for research of an Alberta Police Service towards building stronger relationships with the RCMP and with Federal Partners.

The Town of Viking also council stands with:

- The 65% of respondents to the Fair Deal Panel survey that voiced opposition to a Provincial Police Force.
- The County of Paintearth No. 18
- The County of St. Paul
- Municipality of Crowsnest Pass
- Town of Didsbury
- Town of Magrath
- Town of Edson



www.viking.ca

Town of Viking Office of the CAO
5120-45 Street,
Viking, AB, T0B 4N0
Phone: 780-336-3466
Email: don.mcleod@viking.ca

- Village of Hill Spring
- Town of Morinville
- Town of Redcliff
- Village of Rycroft
- Town of Edson
- Town of Claresholm
- Town of Mayerthorpe
- Smokey Lake County
- Any and all other citizens, municipalities, and organizations who have not voiced their opinions, yet.

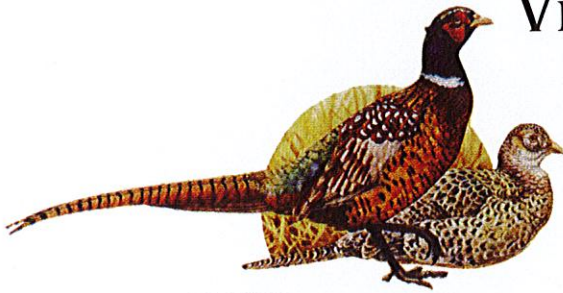
Respectfully

Don R. McLeod
CAO

A handwritten signature in black ink that reads "Don R. McLeod".

cc

The Honourable Jason Kenney, Premier
The Honourable Ric McIver, Minister of Municipal Affairs
Rachel Notley, Leader of the Official Opposition
Jackie Lovely, MLA Camrose
AUMA Members
RMA Members



Village of Rockyford

Box 294, Rockyford, Alberta T0J 2R0
Telephone: (403) 533-3950
Fax: (403) 533-3744
Email: villageofrockyford@gmail.com

June 14, 2021

Honourable Kaycee Madu
Minister of Justice and Solicitor General
424 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister Madu

RE: Support for RCMP

The Council of the Village of Rockyford has chosen to add our voices to the multiple municipalities that have spoken out in full support of the RCMP. We have an excellent working relationship with our local detachment and the costs associated with replacing them with a provincial police service are not measured in dollars alone.

We have recently had to add the cost of policing into our annual operating budget because of the funding changes and that was difficult enough, if we are now going to be expected to help bear the costs of implementing a new police service, it will stretch us beyond our ability, with no indication of what the excessive costs will actually achieve. There is no indication that a new police force will improve any aspect of policing for the citizens or the municipalities but will in fact cost us all.

The Fair Deal Panel's recommendation does not factor in any public opinion that we can see, as the number of letters that we are receiving speaking out against the proposal is indicative that a majority of the municipalities are against it. The municipal leaders are the ones that hear directly from the taxpayers on a base level and are sharing those views with you through these letters.

Respectfully,

Mayor Darcy J. Burke
Mayor
Village of Rockyford

cc: The Honourable Jason Kenney, Premier – premier@gov.ab.ca
The Honourable Ric McIver, Minister of Municipal Affairs – minister.municipalaffairs@gov.ab.ca
Nathan Cooper, MLA Olds, Didsbury, Three Hills – Nathan.Cooper@assembly.ab.ca
Mr. Martin Shields, MP – martin.shields.c1b@parl.gc.ca
K-Division, RCMP
AUMA and RMA members



OFFICE OF THE MAYOR
38106 Range Road 275
Red Deer County, AB T4S 2L9
Phone: 403.350.2152
Fax: 403.350.2164

June 4, 2021

sent via email: ministryofjustice.gov.ab.ca

Honourable Kaycee Madu
Minister of Justice and Solicitor General
424 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister Madu

RE: Proposed Alberta Provincial Police Services

Red Deer County stands in solidarity with fellow municipalities across Alberta in our support of the Royal Canadian Mounted Police (RCMP) as the premier choice for our province's police force. In reviewing *the Fair Deal Panel: Report to Government*, it is with displeasure that Council notes the proposal did not consider current provincial challenges such as struggling economies and tighter budget realities. Please be advised that Council vehemently opposes the creation of an Alberta Provincial Police Service (APPS).

Council has concerns that the Alberta government would charge forward with a plan to replace the RCMP with APPS when the National Police Federation notes that a new provincial force would cost Alberta taxpayers at least \$112 million more a year than they are currently paying. Focused efforts should not be on causing further economic burden to County residents and ratepayers. The implementation of the Police Funding Model (PFM) in April 2020 has already stripped our municipality and many others of the opportunity for input and consultation powers with regard to local policing through the suspension of municipally-funded enhanced policing positions.

The Fair Deal Panel recommendation is to proceed with developing a proposal for a provincial police force, despite only 35% of Albertans believing it would contribute to the desired outcome of helping Alberta improve its position in the federation.

In addition, the 2020 Alberta Police Federation survey concluded that "replacing the RCMP is viewed as a *least helpful* measure tested to improve Alberta's place in Canada." Eighty-one percent of Albertans served by the RCMP are satisfied with the service they receive, and 70% of Albertans oppose replacing the RCMP with an expensive new provincial police service.

Honourable Kaycee Madu
June 4, 2021
Page 2

In closing, Red Deer County Council does not foresee where a new police force would improve efficiency or quality of life for our residents and ratepayers. In fact, as economic challenges remain coming out of a pandemic, changing out of the current system would only increase economic burden on our municipality and taxpayers in the Province of Alberta.

Red Deer County wholeheartedly appreciates our strong working relationships with all five (5) of our local RCMP detachments, recognizing the hard work over the years building trust and working relationships on the foundation of respect. We ask that the Government of Alberta reassess priorities and abandon the transition study through the Police Act review to focus efforts towards upgrades to the criminal justice and social support systems in the Province to achieve better outcomes.

There needs to be an opportunity for open dialogue between the Province and municipal stakeholders on this issue – we strongly encourage all efforts should be focused on working with the RCMP to achieve the desired community results all Albertans need.

Yours truly

RED DEER COUNTY



Jim Wood, Mayor

c Alberta Municipalities



May 25, 2021

Honourable Kaycee Madu
Minister of Justice and Solicitor General
424 Legislature Building
10800-97 Avenue
Edmonton, Alberta T5K 2R6

RE: Village of Milo Support for the RCMP

Dear Minister Madu,

This letter is presented as a token of support on behalf of the Village of Milo towards the Royal Canadian Mounted Police (RCMP) and also as a motion of opposition to the Provincial Government's recent proposal for an Alberta Provincial Police Force.

Upon review of information made available by AUMA it has become abundantly clear to our entire council that blindly forging forward would come at an enormous cost to our province, and specifically its residents. The newly established Police Funding Model has already delivered a hit to small rural urban municipal budgets with a relatively small impact felt in terms of day-to-day deliverables in our communities. Continuing with a Provincial Police Force would come at an exorbitant cost with no assurance with a benefit in service.

Just today, S&P Global Ratings has downgraded Alberta's credit rating from 'A+' to 'A' while cautioning that additional downgrades in the near future are very possible if new fiscal measures are not adopted in a post-COVID 19 Alberta. The exploration of an Alberta based Police Force was merely financial as there is no evidence suggesting a dissatisfaction with the quality of service offered by the RCMP to the magnitude that would warrant such an expense. To ask any and all residents of this province to fund such an ill-advised endeavor can only be viewed as an un-sound decision based on an act of ignoring facts, and more importantly, the voice of Albertans.

With the Provincial Government's reduction into MSI funding over the next few years and considering the infrastructure maintenance investments that all Canadian municipalities face over the coming years, local government budgets are already being stretched beyond their limits. Where exactly does the Provincial government envision the funding of a Provincial Police Service coming from? Undoubtedly, they will ask municipalities to pay, ultimately forcing local councils to play 'bad cop' by increasing municipal taxes in order to fund Provincial downloading. It is our opinion that the Provincial government needs to seriously re-evaluate its priorities.

The Village of Milo council stands with:



-
- The 65% of respondents to the Fair Deal Panel survey that voiced opposition to a Provincial Police Force.
 - Town of Falher
 - The County of Paintearth No. 18
 - The County of St. Paul
 - Municipality of Crowsnest Pass
 - Town of Didsbury
 - Town of Magrath
 - Town of Edson
 - Village of Hill Spring
 - Town of Morinville
 - Town of Redcliff
 - Village of Rycroft
 - Any and all other citizens, municipalities, and organizations who have not voiced their opinions, yet.

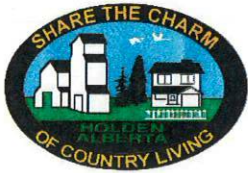
The Provincial Government continually encourages (and legislatively mandates) that municipal governments work together in a cohesive manner, perhaps they should take a page from their own book rerouting the funds allocated for research of an Alberta Police Service towards building stronger relationships with the RCMP and with Federal Partners.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott Schroeder", written over a horizontal line.

Scott Schroeder
Mayor

cc: The Honourable Jason Kenney, Premier
The Honourable Ric Mciver, Minister of Municipal Affairs
Rachel Notley, Leader of the Official Opposition
Todd Loewen, MLA Central Peace-Notley
AUMA Members
RMA Members



Honourable Kaycee Madu
Minister of Justice and Solicitor General
424 Legislature Building
10800-97 Avenue
Edmonton, Alberta

Re: Proposed Provincial Police Force

The Village of Holden joins the many other communities, both urban and rural in voicing their opposition over the proposed Provincial Police Force. The RCMP have been a core in the Village of Holden for many years and have served our community with great distinction. They are a vital part of our community.

The Provincial Government's is reducing the MSI funding in the near future. Municipalities are already stretched thin and the cost of funding a Provincially controlled Police force would far exceed what our municipality could afford. It is our view that attention be spent on ways to tweak what is already in place in the way of making it better rather than starting with a whole new policing service.

Our Council supports the continuation of the RCMP, and opposes the APPS. It is our view there is not adequate proof to suggest that a Provincial Police Force would be better equipped and/or provide a better service to our community than the RCMP. Therefore, justification for the increased costs that would be associated with this new policing service is highly questionable.

In closing, the Village of Holden Council does not support the Fair Deal Panel recommendation to establish a provincial police force. It is our wish to protect our community from this burden due to this endeavor.

The Village of Holden stands with:

- The 65% of the respondents to the Fair Deal Panel survey that voiced opposition to a Provincial Police Force
- The County of Paintearth No. 18
- The County of St. Paul
- Municipality of Crowsnest Pass
- Town of Didsbury
- Town of Magrath
- Town of Edson
- Village of Hill Spring

Village of Holden
4810 50st Holden AB
T0B 2C0
780-688-3928

- Town of Morniville
- Town of Redcliff
- Village of Rycroft
- Town of Claresholm
- Town of Mayerthorpe
- Smokey Lake County
- Any and all other citizens, municipalities, and organizations who have yet to voice their opinions.

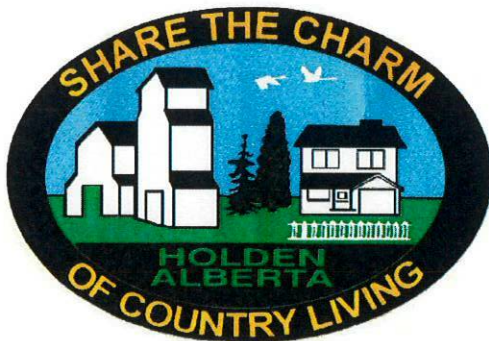
Respectfully,



Amanda Cox
CAO for Village of Holden

cc:

The Honourable Jason Kenny, Premier
The Honourable Rick McIver, Minister of Municipal Affairs
Alberta Municipalities





PO Box 330 T 403.933.4944
514 Windsor Ave NW F 403.933.5377
Turner Valley, AB T0L 2A0 W turnervalley.ca

OFFICE OF THE MAYOR

June 16, 2021

Honorable Kaycee Mandu
Minister of Justice and Solicitor General
424 Legislature Building
10800 – 97 Street
Edmonton, Alberta
T5K 2B6

Dear Minister Mandu:

Re: Town of Turner Valley Support for RCMP

On behalf of Council, I am sending this letter to confirm support of the current policing services that are provided by the RCMP. The Town of Turner Valley has a good relationship with our RCMP detachment and Council is very satisfied with the level of service and degree of responsiveness we receive in our community.

Our Council has reviewed the information for the proposed provincial police service (APPS) and is quite concerned with the plans to replace the RCMP with the APPS, especially regarding the potential financial burden this may cause both municipalities and ratepayers in these unprecedented times. In addition to the economic impacts of this proposal, there is no evidence that making this change will improve the current levels of service received in our community and this region.

We strongly encourage the Government of Alberta to focus their efforts to working with the RCMP to achieve the desired results that our communities and residents deserve and need.

Sincerely,

Barry Crane, Mayor

cc: Premier Jason Kenney
Council, Town of Turner Valley



CITY of FORT SASKATCHEWAN



Gale Katchur
Mayor

10005 - 102 STREET
FORT SASKATCHEWAN, ALBERTA
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gkatchur@fortsask.ca
www.fortsask.ca

June 8, 2021

Honourable Kaycee Madu
Minister of Justice and Solicitor General
Government of Alberta
424 Legislature Building
10800 - 97 Ave
Edmonton, Alberta T5K 2B6

RE: City of Fort Saskatchewan Support of the RCMP

Honourable Minister Madu,

City of Fort Saskatchewan City Council unanimously supports the RCMP as our City's law enforcement agency. This letter is in opposition of the Alberta Government's proposed provincial police force.

As the City of Fort Saskatchewan has a long-standing history and relationship with the RCMP, we have no desire to transition to a new model. We have an excellent working relationship with our Detachment and the Officer in Charge who consults council annually for our priorities for our community and provides regular and appropriate updates. Community challenges are addressed collaboratively and citizen respect and support for the RCMP remains high in Fort Saskatchewan. Our city has the longest serving police committee in the province which services as an additional community referent group for the RCMP. We find the RCMP to be progressive and receptive in meeting the needs of our city.

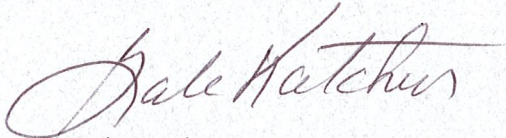
As Alberta looks at recovering from the pandemic economy, we strongly believe any efforts focused on a provincial police force are not what municipalities in Alberta need right now. The cost of a provincial police force is not something that municipalities can withstand and nor are we interested in exploring it any further. The City of Fort Saskatchewan currently pays 90 percent of our policing costs and we believe that investment serves our community well now and in the future. We believe the decision of our police force should remain at the local level.

The Alberta Police Federation Survey from October of 2020 found that replacing the RCMP is viewed as the least helpful measure tested to improve Alberta's place in Canada. Only 8 percent say replacing the RCMP helps a lot, only 6 percent support replacing the RCMP, and 81 percent of Albertans served by RCMP are satisfied with the service they receive.

The survey also stated that 70 percent of Albertans opposed replacing the RCMP with an expensive new provincial police force. We are with the majority of Albertans in stating that we have no interest in the creation of a new provincial police force.

In closing, we confirm our support of the RCMP and are opposed to any further exploration of a provincial police force.

Respectfully

A handwritten signature in cursive script that reads "Gale Katchur".

Gale Katchur
Mayor of Fort Saskatchewan

cc: The Honourable Jason Kenney, Premier
The Honourable Ric Mclver, Minister of Municipal Affairs
Barry Morishita, President Alberta Urban Municipalities Association
Paul McLaughlin, President of Rural Municipalities Association
Rachel Notley, Leader of the Official Opposition
Jackie Armstrong-Homeniuk, MLA Fort Saskatchewan-Vegreville



Town of Nanton

1907 21 Avenue, PO Box 609, Nanton, Alberta T0L 1R0
P 403.646.2029 F 403.646.2653 nanton.ca

June 9th, 2021

Honourable Kaycee Madu
Minister of Justice and Solicitor General
Office of the Minister
Justice and Solicitor General
424 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6

E-mail: ministryofjustice@gov.ab.ca

Dear Honourable Minister:

RE: Town of Nanton Support for the RCMP

As similarly noted by many other municipalities in recent weeks, Council is disappointed by the Province of Alberta's reluctance to acknowledge the outcome of its own consultative process by continuing with apparent plans to replace the RCMP with an Alberta Provincial Police Service. In this context, we add our support to those positions critical of such plans.

There is little doubt that those employed by either service would provide an acceptable level of police services to Albertans, but the rationale for a transition like this, and the costs it brings, is not at all clear. The local detachment model for small town and rural policing is hanging by a thread – would that be any different under an Alberta Provincial Police Service? Would it generate any more 'boots on the ground' in towns with a population of less than 5,000 or lead inexorably to the precise same urban hub centralization pressures that we are witnessing right now? *If effectively recruited and staffed, Nanton's RCMP detachment would serve the local area's needs perfectly well – the hub model of service delivery also deserves a chance to prove itself for regions of the Province where recruitment is really struggling.*

The Province's approach to funding the Rural Crime Initiative is arguably a greater threat to local services than the RCMP continuing as the provider of police services. The creation of the "Police Chargeback", which inexplicably lacks the fiscal transparency of a property tax requisition, will eventually hit our municipal tax base hard when the tax room generated by the 2020 cut to the Alberta Schools Foundation Fund requisition in Nanton shrinks further in 2022-23. Including this year, provincial requisitions and charges have represented 20-23 per cent of Nanton's overall property tax bill for the last three years. The journey toward 30 per cent likely begins next year when the Police Chargeback is again increased significantly. This charge has been introduced without evidence or guarantee of any improvement to police services in Nanton. *The Police Chargeback would presumably remain whether or not the RCMP remained the provider of police services in rural Alberta.*

You are encouraged to once again review the findings of the Fair Deal Panel's consultations and instead work with the RCMP to boost recruitment, retention and commitment to its detachments in such a way that makes the Police Chargeback look like a fiscally defensible fee for service in our communities.

Yours sincerely,
Town of Nanton



Jennifer Handley
Mayor

:NS

cc: Roger Reid, MLA Livingstone Macleod
John Barlow, MP
AUMA President and Board
RMA President and Board
MD of Willow Creek
Chief Superintendent Trevor Daroux
S/Sgt Greg Redl



Lac La Biche County
welcoming by nature.

Office of the Mayor

June 23, 2021

Honourable Kaycee Madu
Minister of Justice and Solicitor General
424 Legislature Building
10800 – 97 Avenue
Edmonton AB T5K 2B6

Dear Minister Madu:

On behalf of Lac La Biche County Council, I wish to express our support for the continuance of the Royal Canadian Mounted Police (RCMP) service as Alberta's primary law enforcement agency. The RCMP are an iconic and well-respected law enforcement agency that Canadians turn to in times of need throughout our country—Alberta should not be an exception to this rule.

Moreover, we are concerned that the change from RCMP services to provincial police would mean a significant increase in the amount of taxes for the average citizen, whether through a rise in provincial taxes or a new burden placed on municipalities to pay for the policing that they need. This is especially important as we aim for a significant economic recovery as the end of the COVID-19 pandemic nears.

Lac La Biche County has also spent a significant amount of time building a collaborative, productive and positive relationship with the local RCMP detachment. Introducing a new police force at this time would put the fruitful dialogue and significant improvements in our local policing in jeopardy.

We look forward to having an open dialogue with the Province as to the outcome of the continuance of the Royal Canadian Mounted Police. Thank you for taking our concerns into consideration

Sincerely,

Omer Moghrabi
Mayor, Lac La Biche County

cc: Lac La Biche County Council

Ken Van Buul, Chief Administrative Officer

Premier Jason Kenney

MLA Laila Goodridge, Fort McMurray – Lac La Biche

MP David Yurdiga, Fort McMurray – Cold Lake

Barry Morishita, President, Alberta Urban Municipalities Association (AUMA)

Paul McLauchlin, President, Rural Municipalities of Alberta (RMA)

Honourable Ric McIver, Minister of Municipal Affairs

RMA Members

AUMA Members



County of Forty Mile No. 8

June 23, 2021

Honorable Kaycee Madu
Minister of Justice and Solicitor General
424 Legislative Building
10800-97 Avenue
Edmonton, Alberta T5K 2B6

Dear Minister Madu;

RE: SUPPORT FOR THE ROYAL CANADIAN MOUNTED POLICE

The County of Forty Mile No. 8 Council stand alongside our neighboring municipalities in the province in saying we strongly oppose the creation of an Alberta Provincial Police Service and feel that working towards revising the current Police Act would be far more advantageous for Albertans in improving current policing strategies in the province. Council is also concerned that despite the fact that 65% of respondents are not in support of creating an Alberta Provincial Police Service that the current level of funding being provided by the federal government will, along with transitioning costs which are unknown at this time, be borne by municipalities, whom are already bearing additional policing costs.

The County of Forty Mile has developed a positive relationship with the local detachments in our community and are satisfied with their efforts towards response times and the level of service currently provided, we continue to look forward to collaborating with the RCMP and urge the Government of Alberta to abandon the study to transition to a Provincial Police Service and put their efforts into working towards improving the current RCMP service.

Sincerely,

Steve Wikkerink, REEVE
County of Forty Mile No. 8



County of Forty Mile No. 8

SW/jv

Cc: Premier Jason Kenny
Minister of Municipal Affairs, Ric McIver
Minister of Finance, Travis Toews
MLA Warner -Taber, Grant Hunter
RMA Members



Town of Fairview
P.O. Box 730, Fairview, Alberta T0H 1L0
Provincial Building, 101, 10209 – 109 Street
Phone: 780-835-5461 Fax: 780-835-3576
Email: reception@fairview.ca Web: www.fairview.ca

June 7, 2021

Premier Jason Kenney
Office of the Premier
307 Legislature Building
10800-97 Avenue
Edmonton, Alberta
T5K 2B6

Dear Premier Kenney,

Re: Town of Fairview Support for the Royal Canadian Mounted Police

At the June 1st, 2021 regular meeting of Council, the many letters of support received from across the province in support of the RCMP were discussed. Council of the Town of Fairview would also like to express their support for the RCMP. The RCMP has, for decades, provided policing to Alberta. The Town of Fairview has a very good relationship with the local detachment and appreciates the care and commitment these members show in the community.

Rather than starting an entirely new police service and the burden of cost and management that would come with that, we believe it would be better for the Alberta government to investigate ways that the RCMP could receive more support. From 1917 to 1932, Alberta had its own provincial police force, called the Alberta Provincial Police. Economic hardships led to this police force being unsustainable and the RCMP policing services taking over. We believe that financial realities would also end up with the same result if this were tried again.

Our local RCMP detachment is well respected in our community. They are visible in the community and take part in community events and initiatives. Recently, the detachment Sergeant held a Town hall on Facebook to allow the region to submit questions and concerns and have them answered during the meeting. One of the most common comments during the meeting was expressions of appreciation for our detachment and all they do for the community.

Moreover, with many municipalities, including our own, indicating a good relationship with the current RCMP detachments in their area, we do not feel that a new police service would serve the best interests of our

residents. With only 35% of respondents supporting the recommendation to create an Alberta Police Service, we believe that Albertans as whole have also shown their support for the RCMP. We ask for the Provincial government to listen to the voice of the people and redirect the time, energy and funds being used to investigate an Alberta Police Service be used for other needs, such as RCMP support or enhanced social supports.

Sincerely,



Gordon MacLeod
Mayor, Town of Fairview

Cc: Ric McIver, Minister of Municipal Affairs
Kacee Madu, Minister of Justice & Solicitor General
Todd Loewen, MLA, Central Peace-Notley
Rachel Notley, Leader of the Opposition
RCMP, Fairview Detachment
AUMA Member Municipalities



Village of Lougheed

P.O. Box 5, Lougheed, AB T0B 2V0
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Email: info@lougheed.ca

May 22, 2021

Premier Jason Kenney
Office of the Premier
307 Legislature Building
10800 - 97 Avenue
Edmonton, Alberta T5K 2B6

Dear Premier Kenney,

Re: **Royal Canadian Mounted Police and Provincial Policing**

Council for the Village of Lougheed strongly opposes the establishment of a provincial police force and unanimously supports the continuation of the Royal Canadian Mounted Police (RCMP) as Alberta's primary law enforcement agency.

The Royal Canadian Mounted Police are the foundational law enforcement agency in our nation and in Alberta. The RCMP are as iconic and recognized as the Canadian Flag. The Royal Canadian Mounted Police service continues to be a beacon for people of all nationalities fleeing from the lawlessness of other countries. The agency continues to be held in a position of utmost respect throughout the world.

Village of Lougheed Council does not support the Fair Deal Panel recommendation to establish a provincial police force. We acknowledge that the province has contracted Price Waterhouse Coopers to complete an analysis and we anticipate further information on this topic.

In addition, the 2020 Alberta Police Federation survey concluded that "replacing the RCMP is viewed as a least helpful measure tested to improve Alberta's place in Canada." 81 % of Albertans served by the RCMP are satisfied with the service they receive, and 70 % of Albertans oppose replacing the RCMP with an expensive new provincial police service.

In closing, Village of Lougheed does not foresee where a new police force would improve efficiency or quality of life for our residents and ratepayers. In fact, as economic challenges remain on our municipality and taxpayers in the Province of Alberta.

We ask the Government of Alberta reassess priorities and abandon the transition study through the Police Act review to focus efforts towards upgrades to the criminal justice and social support systems in the province to achieve better outcomes.

Yours truly,

A handwritten signature in blue ink that reads "Debra Smith". The signature is written in a cursive, flowing style.

Village of Lougheed

Debra Smith, Mayor

Cc: Alberta Municipalities