

**TOWN OF HANNA
REGULAR COUNCIL MEETING
AGENDA
April 11, 2023**

1 CALL TO ORDER – 6:00 pm

2 ADOPTION OF THE AGENDA

3 DELEGATIONS

3.01 ATCO – Streetlight and Electronic Metering Program Presentation

3.02 Ascend Chartered Professional Accountants – 2022 Financial
Statement Presentation – Peter Stone, CPA, CA

4 PUBLIC PRESENTATION

5 ADOPTION OF MINUTES

5.01 Minutes of the Regular Meeting of Council – March 14, 2023

5.02 Minutes of the Information Meeting of Council – March 29, 2023

6 FINANCE REPORTS

6.01 Accounts Payable

6.02 Statement of Revenues & Expenses –March 2023

6.03 Budget Overview – March 2023

6.04 Capital Budget Overview – March 2023

7 COMMITTEE REPORTS

7.1 Community Services Board Meeting Minutes – March 27, 2023

8 SENIOR ADMINISTRATIVE OFFICIALS' REPORTS

8.01 Chief Administrative Officer

8.02 Director of Business & Communication

8.03 Director of Public Works

9 BUSINESS ITEMS

- 9.01 2022 Audited Financial Statements
- 9.02 2023 – 1st Quarter Fire Department Report
- 9.03 2023 – 1st Quarter Development Report
- 9.04 2023 – 1st Quarter Emergency Management Report
- 9.05 LUB – What We Heard Report
- 9.06 Policy 2023 – 01- Community Services Board Fees & Charges

10 BYLAWS

11 COUNCIL REPORTS & ROUNDTABLE

12 CORRESPONDENCE ITEMS

- 12.1 ATCO Electric – Town of Hanna 2022 Annual Report
- 12.2 PLRD – Board Highlight February 28, 2023
- 12.3 Minister of Municipal Affairs – 2022-23 Fire Service Training Grant Approval
- 12.4 News Release – Rail Exploration – East Central Alberta
- 12.5 Town of Barrhead – Letter of Support – EPR Exemption

13 CLOSED SESSION

14 ADJOURNMENT

Date: April 11, 2023

Agenda Item No: 03.01

ATCO Electric Streetlight and Electronic Metering Program Presentation

Recommended Motion

That Council thanks the representatives from ATCO Electric for their presentation on the Town of Hanna streetlights and ATCO Electric electronic metering devices.

Background

Recently Council and Administration have received concerns and questions from the public regarding whether the Town of Hanna Streetlights have cameras installed in them or if there are any future plans to have cameras installed in them. ATCO Electric representatives will be in attendance this evening to provide information on the ATCO Electric Streetlights and their electronic metering devices.

Council members are encouraged to ask questions or seek clarification on any item in the presentation.

Communications

Highlights of the report will be communicated through the Town of Hanna Social Media Programs.

Financial Implications

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



Policy and/or Legislative Implications

N/A

Attachments

N/A

Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer

Date: April 11, 2023

Agenda Item No: 03.02

Ascend Chartered Professional Accountants

2022 Audited Financial Statements

Recommended Motion

That Council thanks Mr. Peter Stone, CPA, CA, Partner for his presentation of the Town of Hanna 2022 Audited Financial Statements.

Background

Mr. Stone is in attendance to present an overview of the Audited Financial Statements prepared for the Town of Hanna for the year ending December 31, 2022.

The Municipal Government Act requires that each municipality prepare annual financial statements for the immediately preceding year. The statements must include the municipality's debt limit and the amount of the municipality's debt as defined in the regulations. The financial statements, or a summary of them, and the auditor's report of the financial statements must be made available to the public in the manner the Council considers appropriate, by May 1 of the year following the year for which the financial statements have been approved.

Each municipality must also prepare a Financial Information Return respecting the financial affairs of the municipality for the immediately preceding calendar year for submission to Alberta Municipal Affairs.

Council members are encouraged to ask questions or seek clarification on any item in the report.

Communications

Highlights of the report will be communicated through the Town of Hanna Social Media Programs.



Financial Implications

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

Policy and/or Legislative Implications

N/A

Attachments

1. The 2022 Financial Statements are included as part of Business Item 09.01.

Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer

Date: April 11, 2023

Agenda Item No: 05.00

Council Meeting Minutes

Recommended Motion

That the Minutes of the Regular Meeting of Council held March 14, 2023, be adopted as presented.

That the Minutes of the Information Meeting of Council held March 29, 2023, be adopted as presented.

Background

Administration at each Regular Council Meeting will provide Council with the minutes of any Council meetings held since the previous regular council meeting. Council must adopt the minutes of the meeting, either as presented or with amendments.

Council members are encouraged to ask questions or seek clarification on any item in the Minutes.

Communications

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

Financial Implications

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



Policy and/or Legislative Implications

As required by the Municipal Government Act, once adopted, the Minutes will be signed by the presiding officer and a designated officer. The Minutes will then be placed in the vault for safekeeping.

Attachments

- 1. Minutes of the Regular Meeting of Council – March 14, 2023.
- 2. Minutes of the Information Meeting of Council – March 29, 2023.

Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer

**TOWN OF HANNA
REGULAR COUNCIL MEETING
March 14, 2023**

Minutes of a Regular Meeting of the Council of the Town of Hanna held Tuesday, March 14, 2023 at 6:00 p.m. in the Town Council Chambers.

Council Members Present:

Mayor Danny Povaschuk
Sandra Beaudoin
Fred Crowle
Sandra Murphy
Kyle Olsen
Vernon Thuroo – through video conference
Angie Warwick

Administration Present:

Kim Neill – Chief Administrative Officer
Winona Gutsche – Director of Corporate Services
Laurie Armstrong – Director of Business & Communications

1.0 CALL TO ORDER

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

2.0 ADOPTION OF AGENDA

Moved by Councillor Warwick that the agenda for the March 14, 2023, Regular Council Meeting be adopted as presented.

Motion Carried.

3.0 DELEGATIONS

There were no delegations.

4.0 PUBLIC PRESENTATION

4.01 April Reeves

April Reeves from Bowden, Alberta approached Council with concerns relating to information she obtained while working on a document for a United Nations Discussion Paper several years ago and warned Council to be aware of possible threats in the future.

Clint Hutton, Svend Pedersen, Karen Berry, Brandon Bauman, Ron Clark, and Shirley Hickle spoke in support of Ms. Reeves' comments and relayed various concerns regarding issues with other levels of government.

4.02 Deb Clark

Deb Clark spoke to Council, questioning decisions made by Administration and the prior Council regarding Town operations.

4.03 Minor Hockey Ice time

Don Boos, Sammi Jo Lee and Kendall King, representing Hanna Minor Hockey spoke in support of the association's request to have ice installed for the 2023/24 season one week earlier than scheduled, which would affect the Hospital Auxiliary Rummage Sale date. The representatives informed Councillors of the reasons for the request and offered their assistance to the Hospital Auxiliary for the fall rummage sale if their request is granted.

5.0 ADOPTION OF MINUTES

5.01 Minutes of the Regular Meeting of Council – February 14, 2023

Moved by Councillor Olsen that the Minutes of the Regular Meeting of Council held February 14, 2023 be adopted as presented.

Motion Carried.

5.02 Minutes of the Information Meeting of Council – February 22, 2023

052-2023
Information Meeting
Minutes

Moved by Councillor Murphy that the Minutes of the Information Meeting of Council held February 22, 2023 be adopted as presented.

Motion Carried.

6.0 FINANCE REPORTS

6.01 Accounts Payable

053-2023
Accounts Payable

Moved by Councillor Crowle that Council accepts the accounts payable listings for general account cheques 42538 – 42563 and direct deposit payments 001824 – 001894 for information.

Motion Carried.

6.02 Statement of Revenue & Expense – February 2023

054-2023
Statement of
Revenues &
Expenses

Moved by Councillor Warwick that Council accepts the Statement of Revenue & Expense Report for February 2023 for information.

Motion Carried.

6.03 Budget Overview – February 2023

055-2023
Budget Overview

Moved by Councillor Olsen that Council accepts the Budget Overview for February 2023 for information.

Motion Carried.

7.0 COMMITTEE REPORTS

056-2023
MPC Meeting
Minutes

Moved by Councillor Beaudoin that Council accepts the Municipal Planning Commission Meeting Minutes of February 22, 2023 for information.

Motion Carried.

8.0 SENIOR ADMINISTRATIVE OFFICIALS REPORTS

- 8.01 Chief Administrative Officer
 - 8.01.1 Community Services Foreman
 - 8.01.2 Community Services Coordinator
- 8.02 Director of Business & Communication
- 8.03 Director of Public Works

057-2023
SAO Reports

Moved by Councillor Beaudoin that Council accepts the Senior Administrative Officials reports 8.01 to 8.03 as presented for information.

Motion Carried.

9.0 BUSINESS ITEMS

- 9.01 Alberta Smart Cities Alliance Membership Termination

058-2023
Alberta Smart Cities
Membership -
termination

Moved by Councillor Warwick that Council request that the Alberta Smart Cities Alliance terminate the Town of Hanna membership.

Motion Carried.

- 9.02 2023 Fall Rummage Sale Date

059-2023
2023 Fall Rummage
Sale Date

Moved by Councillor Crowle that Council table the decision to set a date for the 2023 Fall Rummage Sale to a later date to allow Council Crowle to attend a meeting with Minor Hockey and to meet with the local Doctor's for additional information.

Motion Carried.

- 9.03 Palliser Intermunicipal Subdivision & Development Appeal Board -
Appointment

060-2023
Palliser
Intermunicipal
Subdivision & DAB -
Appointment

Moved by Councillor Olsen that Council appoint Mr. Chris Warwick to the Palliser Intermunicipal Subdivision & Development Appeal Board for a three-year term ending February 28, 2026, and further that Council accept the resignation of Chris Warwick as a member of the Town of Hanna Municipal Planning Commission effective February 22, 2023.

Motion Carried.

Town of Hanna
Regular Council Meeting
March 14, 2023
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Mayor Povaschuk called a recess at 7:30 p.m.

Mayor Povaschuk called the meeting to order at 7:32 p.m.

10.0 BYLAWS

10.01 Bylaw 1030-2023 Advertising Bylaw

The Public Hearing is regarding Bylaw 1030-2023 Advertising Bylaw.

Mayor Povaschuk opened the Public Hearing at 7:33 p.m.

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

Chief Administrative Officer Kim Neill provided an explanation of the purpose of the Public Hearing. Bylaw 1030-2023 is to establish alternate methods for advertising statutory notices. As the local newspaper, the Hanna Herald, has discontinued their print copy as of February 22, 2023 and the *Municipal Government Act* requires that statutory notices be advertised, Bylaw 1030-2023 is presented for adoption by Council. The notice of the public hearing was advertised in the February 22, 2023 issue of the Hanna Herald and the March 2, 2023 issue of the East Central Review in addition to being advertised through the Town of Hanna Electronic news and social media program.

Carol Lenfesty was present to remind Council to be cognitive of the seniors in our community when advertising events as not all seniors use electronic media.

CAO Kim Neill advised that he received one letter from a resident urging Council to remember those that rely only on printed information.

Mayor Povaschuk closed the Public Hearing for Bylaw 1030-2023 at 7:41 p.m.

Town of Hanna
Regular Council Meeting
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10.02 Bylaw 1030-2023 Advertising Bylaw

061-2023
2nd Reading
Bylaw 1030-2023

Moved by Councillor Olsen that Council approve second reading of Bylaw 1030-2023, Advertising Bylaw.

Motion Carried

062-2023
3rd Reading
Bylaw 1030-2023

Moved by Councillor Warwick that Council approve third reading of Bylaw 1030-2023, Advertising Bylaw.

Motion Carried.

11.0 COUNCIL REPORTS AND ROUNDTABLE

063-2023
Council Reports

Moved by Councillor Murphy that Council accepts the Council Reports for information.

Motion Carried.

12.0 CORRESPONDENCE

- 12.01 Federal Electoral Boundaries Commission Revisions – East Central Alberta
- 12.02 Town of Tofield – Camrose Casino Relocation
- 12.03 Municipal Affairs – Budget 2023
- 12.04 AM South Zone Update – January 2023
- 12.05 Municipal Affairs – 2023 MSI-CCBF Allocation
- 12.06 New Blood A Story of Recognition Hanna April 5, 2023
- 12.07 Alberta Office of the Auditor General – Covid 19 in Continuing Care Centre - Report
- 12.08 AHS Official Administrator – 90 Day Report
- 12.09 Prairie Land Pride Newsletter – Volume 8 Issue 3 February 2023

064-2023
Correspondence

Moved by Councillor Olsen that Council accepts Correspondence items 12.01 to 12.09 for information.

Motion Carried.

Town of Hanna
Regular Council Meeting
March 14, 2023
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14.0 ADJOURNMENT

Mayor Danny Povaschuk declared all business concluded and adjourned the meeting at 8:17 p.m.

These minutes approved this 11th day of April 2023.

Mayor Danny Povaschuk

Chief Administrative Officer
Kim Neill

**TOWN OF HANNA
INFORMATION COUNCIL MEETING
MARCH 29, 2023**

Minutes of an Information Meeting of the Council of the Town of Hanna held Wednesday, March 29, 2023 at 8:30 a.m. at the Town of Hanna Council Chambers.

Councillors Present:

Mayor Danny Povaschuk
Sandra Beaudoin
Fred Crowle
Sandra Murphy - entered at 8:47 a.m.
Kyle Olsen
Vern Thuroo
Angie Warwick – through video conference 8:30 a.m. – 9:50 a.m.

Administration Present:

Kim Neill – Chief Administrative Officer
Winona Gutsche – Director of Corporate Services
Laurie Armstrong – Director of Business & Communication
Brent Olesen – Director of Public Works

1.0 CALL TO ORDER

Mayor Danny Povaschuk called the meeting to order at 8:33 a.m.

2.0 ADOPTION OF AGENDA

Moved by Councillor Beaudoin that the agenda for the March 29, 2023 Information Council Meeting be adopted as presented.

Motion Carried.

3.0 DELEGATIONS

3.01 Downtown Redevelopment Project Update

Sarah Fratpietro, Senior Project Manager from MPE reviewed the Downtown Redevelopment Project with Council. MPE will revise the project based on Council's feedback and return with new cost estimates.

Town of Hanna
Information Council Meeting
March 29, 2023
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Councillor Olsen left the Council Chambers at 10:08 a.m.
Councillor Olsen entered the Council Chambers at 10:09 a.m.

066-2023
MPE - Downtown
Redevelopment
Project

Moved by Councillor Crowle that Council thanks Sarah Fratpietro from MPE for the presentation on the Downtown Redevelopment Project.

Motion Carried.

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 CHIEF ADMINISTRATIVE OFFICER REPORT

Chief Administrative Officer Neill reviewed his report with Council.

6.0 BUSINESS ITEMS

6.1 Solar Farm Development Discussion

Councillor Olsen informed Council that he attended a meeting with PACE , the local pilots and AHS Air Manager to discuss the safety concerns of the solar farm development adjacent to the Hanna Municipal Airport.

Councillor Olsen expressed concern that the solar farm may take away potential expansion options of the runway if aviation regulations change. The glint, glare and noise study report will be made available when complete.

7.0 COUNCIL ROUNDTABLE

The Mayor and Councillors provided verbal reports regarding meetings or items of interest since the March 11, 2023, Regular Council Meeting.

8.0 ADJOURNMENT

Mayor Danny Povaschuk declared all business concluded and adjourned the meeting at 11:25 a.m.

These minutes approved this 11th day of April 2023.

Mayor Danny Povaschuk

Chief Administrative Officer
Kim Neill

Date: April 11, 2023

Agenda Item No: 06.01

Accounts Payable

Recommended Motion

That Council accepts the accounts payable listings for general account cheques 42564 – 42590 and direct deposit payments 001895 – 001975 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 Costs: _____		Unbudgeted Costs: _____	
Source of Funds: _____		Source of Funds: _____	

Policy and/or Legislative Implications

N/A



Attachments

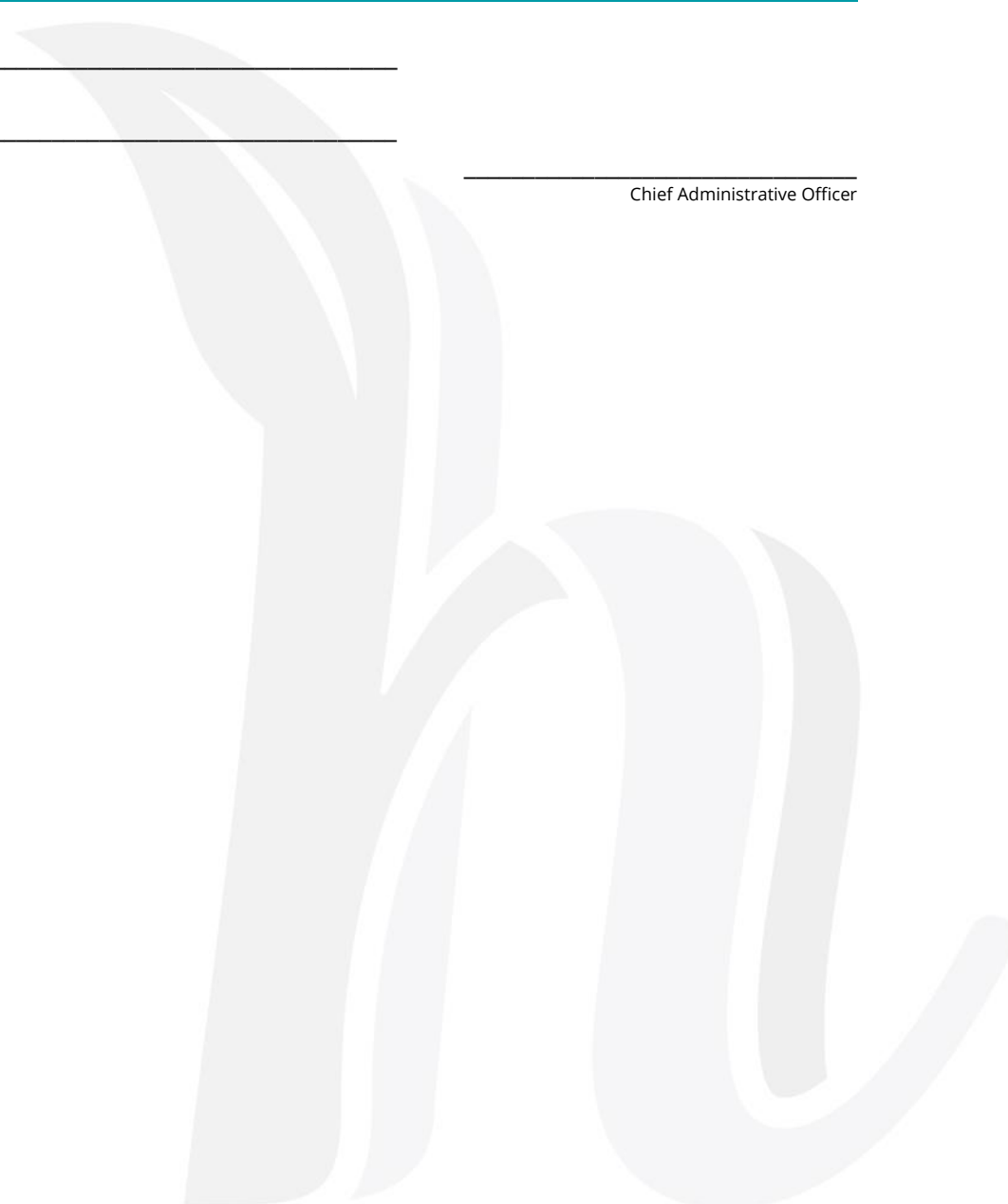
1. Accounts Payable Listing – Cheques 42564 – 42590 totaling \$292,878.82.
2. Accounts Payable Listing – Direct Deposits 001895 – 001975 totaling \$623,701.61.

Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer



Date: April 11, 2023

Agenda Item No: 06.02

Statement of Revenue & Expense

Recommended Motion

That Council accepts the Statement of Revenue and Expense Report for March 2023 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 2023 Operating and Capital budgets approved by Council at the December 13, 2022, Regular 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 March 31, 2023.

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 Costs: _____		Unbudgeted Costs: _____	
Source of Funds: _____		Source of Funds: _____	



Policy and/or Legislative Implications

N/A

Attachments

1. Statement of Revenue & Expense Report – March 2023

Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2023
 To 31/03/2023

Description	Account	YTD Actual	YTD Budget	YTD Variance
GENERAL MUNICIPAL				
MUNICIPAL RESIDENTAL REAL PROPERTY T	1-01-0000-111	0.05	2,402,843.00-	2,402,843.05-
COMMERCIAL REAL PROPERTY TAX	1-01-0000-112	0.00	919,499.00-	919,499.00-
INDUSTRIAL REAL PROPERTY TAX	1-01-0000-113	0.00	73,831.00-	73,831.00-
FARMLAND REAL PROPERTY TAX	1-01-0000-114	0.00	1,376.00-	1,376.00-
POWER PIPELINE & CABLE T.V.	1-01-0000-115	0.00	146,643.00-	146,643.00-
PROVINCIAL GRANTS-IN-LIEU	1-01-0000-240	0.00	65,927.00-	65,927.00-
PENALTY & COST ON TAX	1-01-0000-510	3,944.42-	15,000.00-	11,055.58-
CONCESSION & FRANCHISE	1-01-0000-540	106,642.80-	536,000.00-	429,357.20-
RETURN ON INVESTMENTS	1-01-0000-550	39,106.66-	137,000.00-	97,893.34-
	TOTAL GENERAL MUNICIPAL 01:	149,693.83-	4,298,119.00-	4,148,425.17-
GENERAL ADMINISTRATION				
ADMIN GENERAL SERVICE & SUPPLY	1-12-0000-410	550.00-	3,300.00-	2,750.00-
ADMIN SOUVENIR	1-12-0000-419	513.29-	2,100.00-	1,586.71-
ADMIN RENTAL & LEASE REVENUE	1-12-0000-560	5,475.00-	16,800.00-	11,325.00-
ADMIN OTHER REVENUE	1-12-0000-590	0.00	5,000.00-	5,000.00-
ADMIN FEDERAL CONDITIONAL	1-12-0000-830	0.00	40,000.00-	40,000.00-
ADMIN PROVINCIAL CONDITIONAL GRANT	1-12-0000-840	0.00	152,800.00-	152,800.00-
ADMIN SPECIAL AREAS PROV. CONDITIONA	1-12-0000-841	0.00	300,000.00-	300,000.00-
ADMIN DRAWN FROM SURPLUS (OPERATING	1-12-0000-920	0.00	47,500.00-	47,500.00-
	TOTAL GENERAL ADMINISTRATION 12:	6,538.29-	567,500.00-	560,961.71-
JAPANESE STUDENT EXCHANGE PROGRAM				
JSEP OTHER REVENUE	1-12-0500-590	0.00	2,000.00-	2,000.00-
	TOTAL JAPANESE STUDENT EXCHANGE PROGRAM:	0.00	2,000.00-	2,000.00-
TAX RECOVERY PROPERTY				
TAX RECOVERY PROPERTY - LEASE	1-12-0600-560	0.00	2,080.00-	2,080.00-
	TOTAL TAX RECOVERY PROPERTY:	0.00	2,080.00-	2,080.00-
POLICE				
POLICE PROVINCIAL FINES	1-21-0000-530	2,419.00-	7,300.00-	4,881.00-
	TOTAL POLICE:	2,419.00-	7,300.00-	4,881.00-
SAFETY & RISK MANAGEMENT				
FIRE				
FIRE FIRE FIGHTING FEES	1-23-0000-410	11,500.00-	94,400.00-	82,900.00-
FIRE OTHER	1-23-0000-590	220,000.00-	0.00	220,000.00-
FIRE SPECIAL AREAS OPERATIONS GRANT	1-23-0000-850	0.00	141,461.00-	141,461.00-
FIRE DRAWN FROM SURPLUS (OPERATING R	1-23-0000-920	0.00	591,000.00-	591,000.00-
	TOTAL FIRE:	231,500.00-	826,861.00-	595,361.00-
BY-LAW ENFORCEMENT				
BY-LAW WORK BILLED TO OTHERS	1-26-0000-410	530.00-	3,000.00-	2,470.00-
BY-LAW DEVELOPMENT PERMITS	1-26-0000-520	110.00-	500.00-	390.00-
BY-LAW BUSINESS LICENSES	1-26-0000-522	20,400.00-	18,200.00-	2,200.00-
BY-LAW COMPLIANCE CERTIFICATES	1-26-0000-525	0.00	200.00-	200.00-
BY-LAW FINES	1-26-0000-530	450.00-	1,000.00-	550.00-
BY-LAW OTHER REVENUE	1-26-0000-590	0.00	500.00-	500.00-
	TOTAL BY-LAW ENFORCEMENT:	21,490.00-	23,400.00-	1,910.00-
DOG CONTROL				
DOG CONTROL - ANIMAL LICENSES	1-28-0000-526	3,425.00-	4,500.00-	1,075.00-
DOG CONTROL - IMPOUND & SUSTENANCE	1-28-0000-590	0.00	100.00-	100.00-
	TOTAL DOG CONTROL:	3,425.00-	4,600.00-	1,175.00-
COMMON SERVICES				
COMMON SERV WORK BILLED TO OTHER	1-31-0000-410	0.00	5,400.00-	5,400.00-
COMMON SERV OTHER REVENUE	1-31-0000-590	0.00	300.00-	300.00-
	TOTAL COMMON SERVICES:	0.00	5,700.00-	5,700.00-
STREETS & ROADS				
S & R PROVINCIAL CONDITIONAL GRANT	1-32-0000-840	0.00	1,844,589.00-	1,844,589.00-
S & R DRAWN FROM SURPLUS (OPERATING	1-32-0000-920	0.00	208,900.00-	208,900.00-
S & R DRAWN FROM DEFERRED REVENUE -	1-32-0000-930	0.00	1,646,952.00-	1,646,952.00-
	TOTAL STREETS & ROADS:	0.00	3,700,441.00-	3,700,441.00-
AIRPORT				

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2023
 To 31/03/2023

Description	Account	YTD Actual	YTD Budget	YTD Variance
AIRPORT RENTAL & LEASE REVENUE	1-33-0000-560	2,800.00-	8,600.00-	5,800.00-
AIRPORT OTHER REVENUE	1-33-0000-590	3,839.68-	100.00-	3,739.68
AIRPORT PROVINCIAL CONDITIONAL	1-33-0000-840	50,000.00-	352,500.00-	302,500.00-
AIRPORT LOCAL GRANT	1-33-0000-850	0.00	105,770.00-	105,770.00-
	TOTAL AIRPORT:	56,639.68-	466,970.00-	410,330.32-
WATER SUPPLY & DISTRIBUTION				
WATER SALE OF WATER	1-41-0000-410	152,953.15-	1,136,200.00-	983,246.85-
WATER SERVICE CHARGES	1-41-0000-413	150.00-	1,300.00-	1,150.00-
WATER DRAWN FROM SURPLUS (OPERATING)	1-41-0000-920	0.00	27,500.00-	27,500.00-
WATER RECOVERY FROM OPERATING - WATE	1-41-0000-963	4,339.60-	81,400.00-	77,060.40-
	TOTAL WATER SUPPLY & DISTRIBUTION:	157,442.75-	1,246,400.00-	1,088,957.25-
WATER LINES & DISTRIBUTION				
WATER LINES WORK BILLED TO OTHERS	1-41-0200-410	264.02-	0.00	264.02
	TOTAL WATER LINES & DISTRIBUTION:	264.02-	0.00	264.02
SANITARY SEWERS				
SEWER CHARGES	1-42-0000-410	41,637.84-	260,100.00-	218,462.16-
SEWER DRAWN FROM SURPLUS (OPERATING)	1-42-0000-920	0.00	47,500.00-	47,500.00-
	TOTAL SANITARY SEWERS:	41,637.84-	307,600.00-	265,962.16-
GARBAGE COLLECTION & DISPOSAL				
GARBAGE CHARGES RESIDENTIAL	1-43-0000-410	12,685.70-	74,300.00-	61,614.30-
	TOTAL GARBAGE COLLECTION & DISPOSAL:	12,685.70-	74,300.00-	61,614.30-
BIG COUNTRY WASTE AUTHORITY				
REGIONAL WASTE SITE FEES	1-44-0000-410	58,816.46-	353,800.00-	294,983.54-
REGIONAL WASTE OTHER REVENUE	1-44-0000-590	0.00	100.00-	100.00-
	TOTAL BIG COUNTRY WASTE AUTHORITY:	58,816.46-	353,900.00-	295,083.54-
F.C.S.S.				
FCSS PROGRAM REVENUE	1-51-0000-402	3,800.00-	1,800.00-	2,000.00
FCSS VAN RENTAL	1-51-0000-561	81.30-	900.00-	818.70-
FCSS DONATIONS	1-51-0000-591	0.00	1,000.00-	1,000.00-
FCSS FEDERAL CONDITIONAL	1-51-0000-830	0.00	2,900.00-	2,900.00-
FCSS PROVINCIAL CONDITIONAL	1-51-0000-840	22,449.50-	89,798.00-	67,348.50-
	TOTAL F.C.S.S.:	26,330.80-	96,398.00-	70,067.20-
FCSS - YOUTH CLUB				
FCSS - YOUTH CLUB - DRAWN FROM SURPL	1-51-0300-920	0.00	30,334.00-	30,334.00-
	TOTAL FCSS - YOUTH CLUB:	0.00	30,334.00-	30,334.00-
CEMETERY				
CEMETERY CHARGES	1-56-0000-410	9,300.00-	16,700.00-	7,400.00-
CEMETERY OTHER	1-56-0000-590	60.30-	100.00-	39.70-
	TOTAL CEMETERY:	9,360.30-	16,800.00-	7,439.70-
COMMERCIAL OFFICE BUILDING				
COMMERCIAL OFFICE BUILDING RENT	1-61-0200-560	6,000.00-	13,200.00-	7,200.00-
COMMERCIAL OFFICE BUILDING DRAW FROM	1-61-0200-930	0.00	13,230.00-	13,230.00-
	TOTAL COMMERCIAL OFFICE BUILDING:	6,000.00-	26,430.00-	20,430.00-
BUSINESS & COMMUNICATIONS				
BUS COM DRAWN FROM SURPLUS (OPERATIN	1-61-0400-920	0.00	5,000.00-	5,000.00-
	TOTAL BUSINESS & COMMUNICATIONS:	0.00	5,000.00-	5,000.00-
RECREATION & PARKS FACILITIES				
RECREATION SALES & SERVICE	1-72-0000-410	0.00	1,500.00-	1,500.00-
RECREATION PROGRAM REVENUE	1-72-0000-430	5,260.39-	1,000.00-	4,260.39
RECREATION FEDERAL CONDITIONAL GRANT	1-72-0000-830	316,873.91-	25,800.00-	291,073.91
RECREATION PROVINCIAL CONDITIONAL GR	1-72-0000-840	0.00	16,620.00-	16,620.00-
RECREATION LOCAL GRANTS	1-72-0000-850	0.00	187,000.00-	187,000.00-
RECREATION DRAWN FROM DEFERRED REVEN	1-72-0000-930	0.00	14,500.00-	14,500.00-
RECREATION WORK BILLED TO OTHERS	1-72-0000-998	0.00	7,400.00-	7,400.00-
	TOTAL RECREATION REVENUE:	322,134.30-	253,820.00-	68,314.30
SWIMMING POOLS				
POOL PASSES & PLUNGE CARDS	1-72-0100-410	245.00-	22,800.00-	22,555.00-
POOL LESSON REGISTRATIONS	1-72-0100-411	0.00	30,900.00-	30,900.00-

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2023
 To 31/03/2023

Description	Account	YTD Actual	YTD Budget	YTD Variance
POOL DAILY ADMISSIONS	1-72-0100-412	0.00	14,400.00-	14,400.00-
POOL RETAIL SALES	1-72-0100-419	0.00	3,800.00-	3,800.00-
POOL RENTAL REVENUE	1-72-0100-560	0.00	6,800.00-	6,800.00-
POOL DONATIONS	1-72-0100-590	0.00	200.00-	200.00-
POOL DRAWN FROM RESERVES	1-72-0100-930	0.00	15,000.00-	15,000.00-
	TOTAL SWIMMING POOLS:	245.00-	93,900.00-	93,655.00-
ARENA				
ARENA ADVERTISING REV SIGNS	1-72-0200-410	5,112.50-	8,700.00-	3,587.50-
ARENA RENTAL REVENUE	1-72-0200-560	30,927.72-	63,200.00-	32,272.28-
ARENA LOBBY & CONCESSION RENTAL	1-72-0200-562	970.00-	3,300.00-	2,330.00-
	TOTAL ARENA:	37,010.22-	75,200.00-	38,189.78-
CURLING RINK				
CURLING RINK SALE OF SERVICES	1-72-0400-410	0.00	36,700.00-	36,700.00-
CURLING RINK RENTAL REVENUE	1-72-0400-560	0.00	7,500.00-	7,500.00-
CURLING RINK DRAWN FROM DEFERRED	1-72-0400-930	0.00	10,000.00-	10,000.00-
	CURLING RINK TOTAL:	0.00	54,200.00-	54,200.00-
BALL DIAMONDS				
BALL DIAMOND REVENUE	1-72-0500-560	0.00	4,400.00-	4,400.00-
	TOTAL BALL DIAMONDS REVENUE:	0.00	4,400.00-	4,400.00-
FOX LAKE & HELMER DAM				
FOX LAKE REVENUE	1-72-0700-410	0.00	5,200.00-	5,200.00-
FOX LAKE RETAIL SALES - ICE & NOVELT	1-72-0700-419	0.00	514.00-	514.00-
FOX LAKE RENTAL REVENUE	1-72-0700-560	1,323.80-	75,700.00-	74,376.20-
FOX LAKE DRAWN FROM SURPLUS (OPERATI	1-72-0700-920	0.00	28,350.00-	28,350.00-
	TOTAL FOX LAKE & HELMER DAM:	1,323.80-	109,764.00-	108,440.20-
PARKS				
PARKS DRAWN FROM SURPLUS	1-72-0800-930	0.00	25,000.00-	25,000.00-
	TOTAL PARKS:	0.00	25,000.00-	25,000.00-
PLAYGROUND PROGRAM				
PLAYGROUND PROGRAM REVENUE	1-72-1000-410	0.00	14,100.00-	14,100.00-
PLAYGROUND PROGRAM DONATIONS	1-72-1000-591	0.00	500.00-	500.00-
	TOTAL PLAYGROUND PROGRAM:	0.00	14,600.00-	14,600.00-
HKH PIONEER PARK				
HKH PIONEER PARK REVENUE	1-72-1300-560	240.00-	0.00	240.00
	TOTAL HKH PARK REVENUE:	240.00-	0.00	240.00
SOCCER FIELDS				
SOCCER FIELDS REVENUE	1-72-1400-560	0.00	2,100.00-	2,100.00-
	TOTAL SOCCER FIELDS REVENUE:	0.00	2,100.00-	2,100.00-
LIBRARY				
LIBRARY DRAWN FROM SURPLUS (OPERATIN	1-74-0200-920	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	3,978.43-	11,000.00-	7,021.57-
RCSC LEASE AGREEMENT REVENUE	1-74-0800-561	0.00	20,000.00-	20,000.00-
RCSC OTHER	1-74-0800-590	10.01-	0.00	10.01
RCSC DONATIONS / SPONSORSHIPS	1-74-0800-591	0.00	19,050.00-	19,050.00-
RCSC FITNESS CENTRE FEE REVENUE	1-74-0801-561	13,580.44-	29,158.00-	15,577.56-
	TOTAL REGIONAL COMMUNITY SERVICES CENTRE:	17,568.88-	79,208.00-	61,639.12-
COMMUNITY CENTRE				
COMMUNITY CENTRE RENTAL REVENUE	1-74-0900-560	4,550.00-	37,672.00-	33,122.00-
	TOTAL COMMUNITY CENTRE:	4,550.00-	37,672.00-	33,122.00-
LIONS HALL				
LIONS HALL RENTAL REVENUE	1-74-1000-560	300.00-	2,400.00-	2,100.00-
	LIONS HALL TOTAL:	300.00-	2,400.00-	2,100.00-
	TOTAL REVENUE:	1,167,615.87-	12,824,397.00-	11,656,781.13-
COUNCIL				
COUNCIL WAGES	2-11-0000-110	19,700.76	96,400.00	76,699.24

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2023
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Description	Account	YTD Actual	YTD Budget	YTD Variance
COUNCIL BENEFITS	2-11-0000-130	857.46	4,200.00	3,342.54
COUNCIL NON T4 BENEFITS	2-11-0000-133	525.00	550.00	25.00
COUNCIL TRAVEL & SUBSISTANCE	2-11-0000-211	167.62	14,400.00	14,232.38
COUNCIL TRAINING / REGISTRATIONS	2-11-0000-212	200.00	13,300.00	13,100.00
COUNCIL GOODS	2-11-0000-500	5,966.30	17,400.00	11,433.70
COUNCIL OTHER (ELECTION)	2-11-0000-990	0.00	1,000.00	1,000.00
COUNCIL PUBLIC RELATIONS & PROMOTION	2-11-0000-999	0.00	3,900.00	3,900.00
	TOTAL COUNCIL:	27,417.14	151,150.00	123,732.86
ADMINISTRATION				
ADMINISTRATION SALARIES	2-12-0000-110	69,755.51	332,800.00	263,044.49
ADMINISTRATION CASUAL LABOUR	2-12-0000-111	0.00	9,000.00	9,000.00
ADMINISTRATION EMPLOYEE BENEFITS	2-12-0000-130	6,694.41	20,900.00	14,205.59
ADMINISTRATION CASUAL BENEFITS	2-12-0000-131	0.00	600.00	600.00
ADMINISTRATION NON T4 BENEFITS	2-12-0000-133	8,816.93	40,900.00	32,083.07
ADMINISTRATION PAYROLL COSTS	2-12-0000-200	8,150.00	11,900.00	3,750.00
ADMINISTRATION WORKERS COMPENSATION	2-12-0000-201	0.00	22,300.00	22,300.00
ADMINISTRATION TRAVEL & SUBSISTANCE	2-12-0000-211	0.00	7,100.00	7,100.00
ADMINISTRATION STAFF TRAINING	2-12-0000-212	0.00	5,900.00	5,900.00
ADMINISTRATION FREIGHT & POSTAGE	2-12-0000-215	601.72	9,900.00	9,298.28
ADMINISTRATION TELEPHONE	2-12-0000-217	10,155.37	7,400.00	2,755.37-
ADMINISTRATION ADVERTISING & PRINTIN	2-12-0000-220	1,767.06	6,700.00	4,932.94
ADMINISTRATION SUBSCRIPTION & MEMBER	2-12-0000-221	1,406.72	8,700.00	7,293.28
ADMINISTRATION AUDIT	2-12-0000-230	0.00	33,000.00	33,000.00
ADMINISTRATION LEGAL	2-12-0000-231	0.00	5,000.00	5,000.00
ADMINISTRATION PROFESSIONAL SERVICES	2-12-0000-232	26,804.58	150,917.00	124,112.42
ADMINISTRATION REGIONAL PLANNING SER	2-12-0000-233	39,000.00	39,000.00	0.00
ADMINISTRATION CONTRACTED REPAIRS	2-12-0000-250	1,676.00	5,000.00	3,324.00
ADMINISTRATION INSURANCE	2-12-0000-274	139,634.00	16,220.00	123,414.00-
ADMINISTRATION ASSESSOR	2-12-0000-280	4,617.44	48,600.00	43,982.56
ADMINISTRATION LAND TITLES OFFICE	2-12-0000-285	119.05	1,000.00	880.95
ADMINISTRATION GOODS	2-12-0000-500	2,618.75	10,800.00	8,181.25
ADMINISTRATION GOODS - SOUVENIRS	2-12-0000-501	0.00	4,400.00	4,400.00
ADMINISTRATION POWER	2-12-0000-541	7,729.06	27,500.00	19,770.94
ADMINISTRATION GRANTS TO OTHER ORGAN	2-12-0000-770	60,583.55	122,500.00	61,916.45
ADMINISTRATION BANK CHARGES	2-12-0000-810	894.03	5,400.00	4,505.97
ADMINISTRATION GROSS REC TO OPER - W	2-12-0000-963	0.00	1,200.00	1,200.00
ADMINISTRATION OTHER	2-12-0000-990	0.00	32,000.00	32,000.00
ADMINISTRATION PUBLIC REC. - PROMOTI	2-12-0000-999	0.00	1,000.00	1,000.00
	TOTAL ADMINISTRATION:	391,024.18	987,637.00	596,612.82
JAPANESE STUDENT EXCHANGE PROGRAM				
JSEP CONTRACTED SERVICES	2-12-0500-232	0.00	250.00	250.00
JSEP GOODS	2-12-0500-500	0.00	4,500.00	4,500.00
JSEP OTHER EXPENSES	2-12-0500-990	0.00	250.00	250.00
	TOTAL JAPANESE STUDENT EXCHANGE PROGRAM:	0.00	5,000.00	5,000.00
TAX RECOVERY PROPERTY				
TAX RECOVERY PROPERTY - CONTRACTED R	2-12-0600-250	1,303.88	500.00	803.88-
TAX RECOVERY PROPERTY - INSURANCE	2-12-0600-274	0.00	300.00	300.00
TAX RECOVERY PROPERTY - HEAT	2-12-0600-540	598.45	500.00	98.45-
TAX RECOVERY PROPERTY - POWER	2-12-0600-541	89.89	500.00	410.11
TAX RECOVERY PROPERTY - RECOVERIES T	2-12-0600-963	0.00	280.00	280.00
	TOTAL TAX RECOVERY PROPERTY:	1,992.22	2,080.00	87.78
POLICE				
POLICE TRANSFERS TO PROVINCIAL GOVER	2-21-0000-340	0.00	96,000.00	96,000.00
	TOTAL POLICE:	0.00	96,000.00	96,000.00
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	443.70	1,950.00	1,506.30
SAFETY & RISK MANAGEMENT CONTRACTED	2-22-0000-250	0.00	800.00	800.00
SAFETY & RISK MANAGEMENT GOODS	2-22-0000-500	0.00	1,100.00	1,100.00
	TOTAL SAFETY & RISK MANAGEMENT:	443.70	6,350.00	5,906.30
FIRE				
FIRE SALARIES - OFFICERS & FIRE FIGH	2-23-0000-111	0.00	101,300.00	101,300.00
FIRE BENEFITS - FIRE FIGHTERS	2-23-0000-131	805.95	8,600.00	7,794.05
FIRE NON T4 BENEFITS	2-23-0000-133	1,480.00	1,400.00	80.00-

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

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Description	Account	YTD Actual	YTD Budget	YTD Variance
FIRE TRAVEL	2-23-0000-211	0.00	7,000.00	7,000.00
FIRE TRAINING	2-23-0000-212	0.00	23,400.00	23,400.00
FIRE FREIGHT	2-23-0000-215	330.90	500.00	169.10
FIRE TELEPHONE	2-23-0000-217	1,419.93	7,300.00	5,880.07
FIRE ADVERTISING	2-23-0000-220	0.00	900.00	900.00
FIRE MEMBERSHIPS	2-23-0000-221	665.00	900.00	235.00
FIRE CONTRACTED SERVICES	2-23-0000-232	10,249.99	28,100.00	17,850.01
FIRE CONTRACTED REPAIRS	2-23-0000-250	2,981.00	14,000.00	11,019.00
FIRE CONTRACTED VEHICLE REPAIRS	2-23-0000-255	0.00	5,000.00	5,000.00
FIRE INSURANCE	2-23-0000-274	0.00	15,740.00	15,740.00
FIRE PREVENTION & INVESTIGATION	2-23-0000-275	0.00	600.00	600.00
FIRE GOODS	2-23-0000-500	10,711.95	18,200.00	7,488.05
FIRE PETROLEUM PRODUCTS	2-23-0000-521	868.41	9,300.00	8,431.59
FIRE VEHICLE MAINTENANCE	2-23-0000-523	0.00	200.00	200.00
FIRE HEATING	2-23-0000-540	3,790.36	11,000.00	7,209.64
FIRE POWER	2-23-0000-541	2,397.16	15,900.00	13,502.84
FIRE GROSS RECOVERIES TO OPERATING	2-23-0000-963	0.00	16,500.00	16,500.00
	TOTAL FIRE:	35,700.65	285,840.00	250,139.35
EMERGENCY SERVICES				
EMERGENCY SERVICES TRAINING	2-24-0000-212	0.00	2,000.00	2,000.00
EMERGENCY SERVICES CONTRACTED SERVI	2-24-0000-232	2,600.01	10,400.00	7,799.99
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:	2,600.01	13,400.00	10,799.99
BY-LAW ENFORCEMENT				
BYLAW STAFF TRAINING	2-26-0000-212	9,400.00	0.00	9,400.00
BYLAW FREIGHT	2-26-0000-215	540.00	700.00	160.00
BYLAW TELEPHONE	2-26-0000-217	232.81	0.00	232.81
BYLAW ADVERTISING	2-26-0000-220	0.00	1,000.00	1,000.00
BYLAW PROFESSIONAL SERVICES	2-26-0000-232	12,156.40	53,900.00	41,743.60
BYLAW GOODS	2-26-0000-500	175.00	800.00	625.00
BYLAW WORK BILLED TO OTHERS	2-26-0000-998	530.00	3,000.00	2,470.00
	TOTAL BY-LAW ENFORCEMENT:	23,034.21	59,400.00	36,365.79
DOG CONTROL				
DOG CONTROL POSTAGE	2-28-0000-215	607.80	700.00	92.20
DOG CONTROL ADVERTISING	2-28-0000-220	0.00	300.00	300.00
DOG CONTROL CONTRACTED SERVICES	2-28-0000-232	1,149.00	3,900.00	2,751.00
DOG CONTROL GOODS	2-28-0000-500	267.00	600.00	333.00
DOG CONTROL GRANT TO OTHER AGENCIES	2-28-0000-770	7,400.00	7,400.00	0.00
	TOTAL DOG CONTROL:	9,423.80	12,900.00	3,476.20
COMMON SERVICES				
COMMON SERVICES SALARIES	2-31-0000-110	36,285.91	244,200.00	207,914.09
COMMON SERVICES SEASONAL SALARIES	2-31-0000-111	0.00	3,600.00	3,600.00
COMMON SERVICES EMPLOYEE BENEFITS	2-31-0000-130	3,152.29	18,500.00	15,347.71
COMMON SERVICES SEASONAL BENEFITS	2-31-0000-131	0.00	300.00	300.00
COMMON SERVICES NON T4 BENEFITS	2-31-0000-133	9,406.28	44,400.00	34,993.72
COMMON SERVICES TRAVEL	2-31-0000-211	0.00	500.00	500.00
COMMON SERVICES TRAINING	2-31-0000-212	0.00	1,500.00	1,500.00
COMMON SERVICES FREIGHT	2-31-0000-215	1,501.45	900.00	601.45
COMMON SERVICES TELEPHONE	2-31-0000-217	1,311.76	4,400.00	3,088.24
COMMON SERVICES ADVERTISING & PRINTI	2-31-0000-220	0.00	1,000.00	1,000.00
COMMON SERVICES CONTRACTED SERVICES	2-31-0000-232	636.60	2,100.00	1,463.40
COMMON SERVICES CONTRACTED REPAIRS	2-31-0000-250	13,663.36	20,000.00	6,336.64
COMMON SERV CONTRACTED EQUIPMENT SERP	2-31-0000-253	4,399.87	10,000.00	5,600.13
COMMON SERV CONTRACTED VEHICLE REPAI	2-31-0000-255	752.38	4,500.00	3,747.62
COMMON SERVICES EQUIPMENT RENTAL OR	2-31-0000-263	4,784.56	21,880.00	17,095.44
COMMON SERVICES INSURANCE	2-31-0000-274	0.00	27,280.00	27,280.00
COMMON SERVICES GOODS	2-31-0000-500	6,044.50	19,300.00	13,255.50
COMMON SERVICES PETROLEUM PRODUCTS	2-31-0000-521	13,524.70	50,000.00	36,475.30
COMMON SERVICE EQUIPMENT MAINTENANCE	2-31-0000-522	5,345.92	12,800.00	7,454.08
COMMON SERVICES VEHICLE MAINTENANCE	2-31-0000-523	6,508.97	12,100.00	5,591.03
COMMON SERVICES HEATING	2-31-0000-540	6,984.16	23,000.00	16,015.84
COMMON SERVICES POWER	2-31-0000-541	3,884.19	16,300.00	12,415.81
COMMON SERVICES INTEREST ON CAPITAL	2-31-0000-831	2,095.80	10,035.00	7,939.20
COMMON SERVICES GROSS REC TO OPER- W	2-31-0000-963	0.00	3,000.00	3,000.00
	TOTAL COMMON SERVICES:	120,282.70	551,595.00	431,312.30

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

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Description	Account	YTD Actual	YTD Budget	YTD Variance
STREETS & ROADS				
S & R SALARIES	2-32-0000-110	32,169.37	84,900.00	52,730.63
S & R SEASONAL SALARIES	2-32-0000-111	0.00	5,400.00	5,400.00
S & R BENEFITS	2-32-0000-130	2,729.97	6,200.00	3,470.03
S & R SEASONAL BENEFITS	2-32-0000-131	0.00	400.00	400.00
S & R NON T4 BENEFITS	2-32-0000-133	4,995.41	14,800.00	9,804.59
S & R FREIGHT	2-32-0000-215	0.00	1,300.00	1,300.00
S & R CONTRACTED SERVICES	2-32-0000-232	600.00	5,900.00	5,300.00
S & R CONTRACTED REPAIRS	2-32-0000-250	0.00	135,000.00	135,000.00
S & R EQUIPMENT MAINTENANCE	2-32-0000-253	0.00	5,000.00	5,000.00
S & R VEHICLE REPAIRS	2-32-0000-255	0.00	1,500.00	1,500.00
S & R GOODS	2-32-0000-500	4,856.74	30,500.00	25,643.26
S & R EQUIPMENT GOODS	2-32-0000-522	0.00	5,000.00	5,000.00
S & R VEHICLE MAINTENANCE	2-32-0000-523	0.00	2,500.00	2,500.00
S & R STREET LIGHTS	2-32-0000-553	21,489.57	121,100.00	99,610.43
S & R TRANSFER TO CAPITAL	2-32-0000-762	0.00	430,839.00	430,839.00
	TOTAL STREETS & ROADS:	66,841.06	850,339.00	783,497.94
AIRPORT				
AIRPORT SALARIES	2-33-0000-110	1,147.98	2,100.00	952.02
AIRPORT SEASONAL SALARIES	2-33-0000-111	0.00	3,600.00	3,600.00
AIRPORT BENEFITS	2-33-0000-130	95.64	200.00	104.36
AIRPORT SEASONAL BENEFITS	2-33-0000-131	0.00	200.00	200.00
AIRPORT NON T-4 BENEFITS	2-33-0000-133	166.84	400.00	233.16
AIRPORT FREIGHT	2-33-0000-215	370.39	100.00	270.39
AIRPORT TELEPHONE / RADIO LICENSE FE	2-33-0000-217	47.10	50.00	2.90
AIRPORT CONTRACTED SERVICES	2-33-0000-232	214.29	4,600.00	4,385.71
AIRPORT CONTRACTED REPAIRS	2-33-0000-250	0.00	2,300.00	2,300.00
AIRPORT VEHICLE REPAIRS	2-33-0000-255	0.00	200.00	200.00
AIRPORT INSURANCE	2-33-0000-274	2,678.00	4,990.00	2,312.00
AIRPORT GOODS	2-33-0000-500	1,905.25	1,500.00	405.25
AIRPORT VEHICLE GOODS	2-33-0000-523	0.00	100.00	100.00
AIRPORT HEATING	2-33-0000-540	655.38	2,800.00	2,144.62
AIRPORT POWER	2-33-0000-541	4,430.06	9,100.00	4,669.94
AIRPORT WATER & SEWER	2-33-0000-542	80.00	500.00	420.00
	TOTAL AIRPORT:	11,790.93	32,740.00	20,949.07
WATER PLANT				
WATER PLANT CHARGES FROM COMMISSION	2-41-0100-300	104,745.00	861,400.00	756,655.00
WATER PLANT POWER	2-41-0100-541	4,602.36	33,600.00	28,997.64
	TOTAL WATER PLANT:	109,347.36	895,000.00	785,652.64
WATER LINES & DISTRIBUTION				
WATER LINES SALARIES	2-41-0200-110	19,452.02	138,400.00	118,947.98
WATER LINES SEASONAL SALARIES	2-41-0200-111	0.00	3,000.00	3,000.00
WATER LINES BENEFITS	2-41-0200-130	1,532.73	11,500.00	9,967.27
WATER LINES SEASONAL BENEFITS	2-41-0200-131	0.00	200.00	200.00
WATER LINES NON T4 BENEFITS	2-41-0200-133	1,705.45	23,500.00	21,794.55
WATER LINES TRAVEL & TRAINING	2-41-0200-211	2,014.29	4,500.00	2,485.71
WATER LINES FREIGHT & POSTAGE	2-41-0200-215	2,579.48	9,200.00	6,620.52
WATER LINES ADVERTISING	2-41-0200-220	0.00	1,000.00	1,000.00
WATER LINES PROFESSIONAL SERVICES	2-41-0200-232	4,179.37	8,400.00	4,220.63
WATER LINES CONTRACTED REPAIRS	2-41-0200-250	17,110.47	35,000.00	17,889.53
WATER LINES GOODS	2-41-0200-500	1,834.30	20,000.00	18,165.70
WATER LINES ADDED TO OPERATING RESER	2-41-0200-764	0.00	50,000.00	50,000.00
	TOTAL WATER LINES & DISTRIBUTION:	50,408.11	304,700.00	254,291.89
SANITARY SEWERS				
SEWERS SALARIES	2-42-0000-110	4,156.59	28,800.00	24,643.41
SEWERS BENEFITS	2-42-0000-130	351.60	2,200.00	1,848.40
SEWERS NON T4 BENEFITS	2-42-0000-133	662.55	5,300.00	4,637.45
SEWERS FREIGHT & POSTAGE	2-42-0000-215	56.38	500.00	443.62
SEWERS LIFT STATION TELEPHONES	2-42-0000-217	145.48	800.00	654.52
SEWERS CONTRACTED REPAIRS	2-42-0000-250	7,720.96	72,500.00	64,779.04
SEWERS INSURANCE	2-42-0000-274	0.00	3,380.00	3,380.00
SEWERS GOODS	2-42-0000-500	13,479.53	32,000.00	18,520.47
SEWERS HEATING	2-42-0000-540	333.61	1,400.00	1,066.39
SEWERS POWER	2-42-0000-541	1,879.99	14,400.00	12,520.01
SEWERS ADDED TO OPERATING RESERVE	2-42-0000-764	0.00	50,000.00	50,000.00

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Description	Account	YTD Actual	YTD Budget	YTD Variance
	TOTAL SANITARY SEWERS:	28,786.69	211,280.00	182,493.31
GARBAGE				
GARBAGE REMOVAL CONTRACT	2-43-0000-235	17,400.00	75,400.00	58,000.00
GARBAGE GOODS	2-43-0000-500	0.00	300.00	300.00
	TOTAL GARBAGE:	17,400.00	75,700.00	58,300.00
REGIONAL WASTE				
REGIONAL WASTE BCWMC CONTRACT	2-44-0000-235	83,638.72	334,400.00	250,761.28
REGIONAL WASTE - TRANSFER TO RESERVE	2-44-0000-764	0.00	19,400.00	19,400.00
	TOTAL REGIONAL WASTE SYSTEM:	83,638.72	353,800.00	270,161.28
FCSS				
FCSS SALARIES	2-51-0100-110	5,441.73	23,600.00	18,158.27
FCSS BENEFITS	2-51-0100-130	462.13	2,200.00	1,737.87
FCSS NON T4 BENEFITS	2-51-0100-133	1,179.61	5,300.00	4,120.39
FCSS TRAVEL	2-51-0100-211	0.00	1,000.00	1,000.00
FCSS TRAINING	2-51-0100-212	0.00	700.00	700.00
FCSS FREIGHT & POSTAGE	2-51-0100-215	270.00	300.00	30.00
FCSS ADVERTISING	2-51-0100-220	0.00	800.00	800.00
FCSS SUBSCRIPTIONS/MEMBERSHIPS	2-51-0100-221	120.00	500.00	380.00
FCSS GOODS	2-51-0100-500	0.00	2,100.00	2,100.00
FCSS GRANT TO SENIOR CIRCLE	2-51-0100-770	0.00	600.00	600.00
	TOTAL FCSS:	7,473.47	37,100.00	29,626.53
FCSS COORDINATOR				
COORDINATOR SALARIES	2-51-0200-110	6,056.91	26,100.00	20,043.09
COORDINATOR BENEFITS	2-51-0200-130	517.41	2,400.00	1,882.59
COORDINATOR NON T4 BENEFITS	2-51-0200-133	1,313.88	5,900.00	4,586.12
COORDINATOR TRAVEL	2-51-0200-211	0.00	1,200.00	1,200.00
COORDINATOR TRAINING	2-51-0200-212	175.00	700.00	875.00
COORDINATOR POSTAGE & FREIGHT	2-51-0200-215	270.00	300.00	30.00
COORDINATOR TELEPHONE	2-51-0200-217	85.71	400.00	314.29
COORDINATOR ADVERTISING	2-51-0200-220	0.00	2,800.00	2,800.00
COORDINATOR SUBSCRIPTIONS/MEMBERSHIP	2-51-0200-221	0.00	100.00	100.00
COORDINATOR GOODS	2-51-0200-500	0.00	1,200.00	1,200.00
COORDINATOR PROGRAM EXPENSES	2-51-0200-510	14,425.66	83,600.00	69,174.34
COORDINATOR OTHER	2-51-0200-990	0.00	100.00	100.00
	TOTAL COORDINATOR:	22,494.57	124,800.00	102,305.43
YOUTH CLUB SUPPORT				
FCSS YOUTH CLUB SUPPORT SALARIES	2-51-0300-110	3,028.21	13,100.00	10,071.79
FCSS YOUTH CLUB SUPPORT BENEFITS	2-51-0300-130	258.69	1,200.00	941.31
FCSS YOUTH CLUB SUPPORT NON T4 BENE	2-51-0300-133	656.89	2,900.00	2,243.11
FCSS YOUTH CLUB SUPPORT ADVERTISING	2-51-0300-220	0.00	2,500.00	2,500.00
FCSS YOUTH CLUB SUPPORT GOODS	2-51-0300-500	0.00	700.00	700.00
	TOTAL FCSS YOUTH CLUB SUPPORT:	3,943.79	20,400.00	16,456.21
COMMUNITY SERVICES VANS				
CSD VAN CONTRACTED VEHICLE REPAIRS	2-51-0500-255	350.00	800.00	450.00
CSD VAN INSURANCE	2-51-0500-274	0.00	3,410.00	3,410.00
CSD VAN GOODS	2-51-0500-500	0.00	100.00	100.00
CSD VAN PETROLEUM PRODUCTS	2-51-0500-521	0.00	100.00	100.00
CSD VAN VEHICLE MAINTENANCE	2-51-0500-523	0.00	300.00	300.00
	TOTAL COMMUNITY SERVICES VANS:	350.00	4,710.00	4,360.00
CEMETERY				
CEMETERY SALARIES	2-56-0000-110	1,198.92	8,900.00	7,701.08
CEMETERY SEASONAL SALARIES	2-56-0000-111	0.00	5,900.00	5,900.00
CEMETERY BENEFITS	2-56-0000-130	95.00	700.00	605.00
CEMETERY SEASONAL BENEFITS	2-56-0000-131	0.00	400.00	400.00
CEMETERY NON T-4 BENEFITS	2-56-0000-133	137.96	1,700.00	1,562.04
CEMETERY ADVERTISING	2-56-0000-220	0.00	100.00	100.00
CEMETERY PROFESSIONAL SERVICES	2-56-0000-232	776.80	4,200.00	3,423.20
CEMETERY CONTRACTED REPAIRS	2-56-0000-250	0.00	7,500.00	7,500.00
CEMETERY INSURANCE	2-56-0000-274	0.00	20.00	20.00
CEMETERY GOODS	2-56-0000-500	517.00	5,000.00	4,483.00
CEMETERY PETROLEUM PRODUCTS	2-56-0000-521	0.00	700.00	700.00
	TOTAL CEMETERY:	2,725.68	35,120.00	32,394.32
MUNICIPAL PLANNING COMMISSION				

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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	147.00	15,590.00	15,443.00
COMMERCIAL OFFICE INSURANCE	2-61-0200-274	0.00	540.00	540.00
COMMERCIAL OFFICE GOODS	2-61-0200-500	0.00	500.00	500.00
COMMERCIAL OFFICE HEATING	2-61-0200-540	459.14	2,000.00	1,540.86
COMMERCIAL OFFICE POWER	2-61-0200-541	613.84	4,100.00	3,486.16
COMMERCIAL OFFICE - RECOVERIES TO OP	2-61-0200-963	0.00	3,600.00	3,600.00
	TOTAL COMMERCIAL OFFICE BUILDING:	1,219.98	26,330.00	25,110.02
TOURISM				
TOURISM SALARIES	2-61-0300-110	4,884.87	22,300.00	17,415.13
TOURISM BENEFITS	2-61-0300-130	420.86	1,800.00	1,379.14
TOURISM NON T4 BENEFITS	2-61-0300-133	900.96	4,000.00	3,099.04
TOURISM TRAVEL	2-61-0300-211	0.00	100.00	100.00
TOURISM FREIGHT & POSTAGE	2-61-0300-215	270.00	500.00	230.00
TOURISM ADVERTISING	2-61-0300-220	0.00	2,600.00	2,600.00
TOURISM GOODS	2-61-0300-500	0.00	3,500.00	3,500.00
	TOTAL TOURISM:	6,476.69	34,800.00	28,323.31
BUSINESS & COMMUNICATIONS				
B & C SALARIES	2-61-0400-110	19,537.96	89,200.00	69,662.04
B & C BENEFITS	2-61-0400-130	1,683.62	7,100.00	5,416.38
B & C NON T4 BENEFIT	2-61-0400-133	3,603.40	16,000.00	12,396.60
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	185.71	800.00	614.29
B & C ADVERTISING & PRINTING	2-61-0400-220	0.00	1,800.00	1,800.00
B & C SUBSCRIPTIONS & MEMBERSHIPS	2-61-0400-221	0.00	3,400.00	3,400.00
B & C CONTRACTED PROFESSIONAL SERVIC	2-61-0400-232	22,550.00	49,000.00	26,450.00
B & C INSURANCE	2-61-0400-274	0.00	130.00	130.00
B & C GOODS	2-61-0400-500	0.00	2,500.00	2,500.00
B & C PETROLEUM PRODUCTS	2-61-0400-521	0.00	500.00	500.00
B & C POWER	2-61-0400-541	587.95	4,700.00	4,112.05
	TOTAL BUSINESS & COMMUNICATIONS:	48,418.64	177,430.00	129,011.36
VISITOR INFORMATION CENTRE				
VIC SALARIES	2-62-0000-110	0.00	2,600.00	2,600.00
VIC SEASONAL SALARIES	2-62-0000-111	0.00	1,200.00	1,200.00
VIC BENEFITS	2-62-0000-130	0.00	200.00	200.00
VIC SEASONAL BENEFITS	2-62-0000-131	0.00	100.00	100.00
VIC NON T4 BENEFITS	2-62-0000-133	0.00	500.00	500.00
VIC TELEPHONES	2-62-0000-217	30.95	300.00	269.05
VIC ADVERTISING & PRINTING	2-62-0000-220	0.00	900.00	900.00
VIC CONTRACTED SERVICES	2-62-0000-232	147.00	1,200.00	1,053.00
VIC CONTRACTED REPAIR	2-62-0000-250	0.00	1,000.00	1,000.00
VIC INSURANCE	2-62-0000-274	0.00	940.00	940.00
VIC GOODS	2-62-0000-500	119.29	2,500.00	2,380.71
VIC HEATING	2-62-0000-540	333.61	1,500.00	1,166.39
VIC POWER	2-62-0000-541	391.97	3,100.00	2,708.03
VIC WATER	2-62-0000-963	0.00	3,000.00	3,000.00
	TOTAL VISITOR INFORMATION CENTRE:	1,022.82	19,040.00	18,017.18
COMMUNITY SERVICES BOARD				
COMMUNITY SERVICES BOARD GOODS	2-71-0000-500	0.00	500.00	500.00
COMMUNITY SERVICES BOARD GRANTS	2-71-0000-770	0.00	3,000.00	3,000.00
	TOTAL COMMUNITY SERVICES BOARD:	0.00	3,500.00	3,500.00
RECREATION				
RECREATION SALARIES	2-72-0000-110	4,348.64	18,200.00	13,851.36
RECREATION SEASONAL SALARIES	2-72-0000-111	0.00	10,500.00	10,500.00
RECREATION BENEFITS	2-72-0000-130	372.48	1,700.00	1,327.52
RECREATION SEASONAL BENEFITS	2-72-0000-131	0.00	700.00	700.00
RECREATION NON T4 BENEFITS	2-72-0000-133	930.73	4,100.00	3,169.27
RECREATION TRAVEL	2-72-0000-211	0.00	1,800.00	1,800.00
RECREATION TRAINING	2-72-0000-212	1,470.63	2,500.00	1,029.37
RECREATION FREIGHT & POSTAGE	2-72-0000-215	270.00	300.00	30.00

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RECREATION TELEPHONE	2-72-0000-217	342.85	1,400.00	1,057.15
RECREATION ADVERTISING	2-72-0000-220	3,284.80	2,800.00	484.80-
RECREATION SUBSCRIPTIONS/MEMBERSHIPS	2-72-0000-221	716.00	800.00	84.00
RECREATION PROFESSIONAL SERVICES	2-72-0000-232	6,307.51	16,500.00	10,192.49
RECREATION INSURANCE	2-72-0000-274	0.00	10,280.00	10,280.00
RECREATION GOODS	2-72-0000-500	0.00	1,200.00	1,200.00
RECREATION PROGRAM EXPENSES	2-72-0000-510	0.00	1,000.00	1,000.00
RECREATION PETROLEUM - CAR ALLOWANCE	2-72-0000-521	156.48	2,400.00	2,243.52
RECREATION VEHICLE MAINTENANCE	2-72-0000-523	0.00	300.00	300.00
RECREATION TRANSFER TO CAPITAL	2-72-0000-762	0.00	90,000.00	90,000.00
RECREATION OTHER	2-72-0000-990	0.00	10,300.00	10,300.00
	TOTAL RECREATION:	18,200.12	176,780.00	158,579.88
SWIMMING & WADING POOLS				
POOLS SALARIES	2-72-0100-110	1,045.84	14,100.00	13,054.16
POOL SEASONAL SALARIES	2-72-0100-111	0.00	118,400.00	118,400.00
POOLS BENEFITS	2-72-0100-130	113.96	1,200.00	1,086.04
POOL SEASONAL BENEFITS	2-72-0100-131	0.00	8,100.00	8,100.00
POOLS NON T-4 BENEFITS	2-72-0100-133	368.32	2,800.00	2,431.68
POOLS TRAVEL	2-72-0100-211	0.00	1,400.00	1,400.00
POOLS TRAINING	2-72-0100-212	2,095.29	2,200.00	104.71
POOLS FREIGHT & POSTAGE	2-72-0100-215	306.00	2,100.00	1,794.00
POOLS TELEPHONE	2-72-0100-217	30.95	426.00	395.05
POOLS ADVERTISING	2-72-0100-220	0.00	1,300.00	1,300.00
POOL CONTRACTED SERVICES	2-72-0100-232	132.00	1,300.00	1,168.00
POOLS CONTRACTED REPAIRS	2-72-0100-250	877.69	8,100.00	7,222.31
POOLS INSURANCE	2-72-0100-274	0.00	6,750.00	6,750.00
POOLS GOODS	2-72-0100-500	774.55	10,500.00	9,725.45
POOL RETAIL GOODS	2-72-0100-501	0.00	2,000.00	2,000.00
POOLS CHEMICALS	2-72-0100-531	0.00	19,400.00	19,400.00
POOLS HEATING	2-72-0100-540	1,466.93	13,400.00	11,933.07
POOLS POWER	2-72-0100-541	2,244.97	23,200.00	20,955.03
POOLS GROSS RECOVERIES TO OPERATING	2-72-0100-963	0.00	4,600.00	4,600.00
	TOTAL SWIMMING POOLS:	9,456.50	241,276.00	231,819.50
ARENA				
ARENA SALARIES	2-72-0200-110	36,143.65	134,400.00	98,256.35
ARENA SEASONAL SALARIES	2-72-0200-111	191.62	11,900.00	11,708.38
ARENA BENEFITS	2-72-0200-130	3,318.91	11,400.00	8,081.09
ARENA SEASONAL BENEFITS	2-72-0200-131	12.08	800.00	787.92
ARENA NON T4 BENEFITS	2-72-0200-133	7,861.11	25,200.00	17,338.89
ARENA TRAVEL	2-72-0200-211	0.00	800.00	800.00
ARENA TRAINING	2-72-0200-212	934.50	900.00	34.50-
ARENA FREIGHT & POSTAGE	2-72-0200-215	270.00	800.00	530.00
ARENA TELEPHONE	2-72-0200-217	61.90	336.00	274.10
ARENA ADVERTISING & PRINTING	2-72-0200-220	0.00	1,000.00	1,000.00
ARENA CONTRACTED SERVICES	2-72-0200-232	2,013.13	4,400.00	2,386.87
ARENA CONTRACTED REPAIRS	2-72-0200-250	13,762.59	17,600.00	3,837.41
ARENA CONTRACTED EQUIPMENT REPAIRS	2-72-0200-253	0.00	8,900.00	8,900.00
ARENA INSURANCE	2-72-0200-274	0.00	10,320.00	10,320.00
ARENA GOODS	2-72-0200-500	2,840.50	17,900.00	15,059.50
ARENA PETROLEUM PRODUCTS	2-72-0200-521	1,457.55	4,500.00	3,042.45
ARENA HEATING	2-72-0200-540	8,068.10	26,100.00	18,031.90
ARENA POWER	2-72-0200-541	4,988.80	24,300.00	19,311.20
ARENA GROSS RECOVERIES TO OPERATING	2-72-0200-963	0.00	4,600.00	4,600.00
ARENA ICE PLANT CONTRACTED REPAIRS	2-72-0201-250	223.24	11,800.00	11,576.76
ARENA ICE PLANT GOODS	2-72-0201-500	11.53	500.00	488.47
ARENA ICE PLANT POWER	2-72-0201-541	7,483.21	17,500.00	10,016.79
	TOTAL ARENA:	89,642.42	335,956.00	246,313.58
PARKS SHOP				
PARKS SHOP TELEPHONE	2-72-0300-217	61.90	336.00	274.10
PARKS SHOP CONTRACTED REPAIRS	2-72-0300-250	4,355.34	5,300.00	944.66
PARKS SHOP INSURANCE	2-72-0300-274	0.00	1,950.00	1,950.00
PARKS SHOP GOODS	2-72-0300-500	14.39	1,300.00	1,285.61
PARKS SHOP HEATING	2-72-0300-540	2,297.11	6,300.00	4,002.89
PARKS SHOP POWER	2-72-0300-541	588.85	4,300.00	3,711.15
PARKS SHOP GROSS RECOVERIES TO OPERA	2-72-0300-963	0.00	600.00	600.00
	TOTAL PARKS SHOP:	7,317.59	20,086.00	12,768.41
CURLING RINK				

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Description	Account	YTD Actual	YTD Budget	YTD Variance
CURLING RINK SALARIES	2-72-0400-110	143.20	5,100.00	4,956.80
CURLING RINK SEASONAL SALARIES	2-72-0400-111	34.84	2,400.00	2,365.16
CURLING RINK BENEFITS	2-72-0400-130	13.14	500.00	486.86
CURLING RINK SEASONAL BENEFITS	2-72-0400-131	2.37	200.00	197.63
CURLING RINK NON T4 BENEFITS	2-72-0400-133	30.11	1,000.00	969.89
CURLING RINK CONTRACTED REPAIRS	2-72-0400-250	1,466.98	5,600.00	4,133.02
CURLING RINK INSURANCE	2-72-0400-274	0.00	6,780.00	6,780.00
CURLING RINK GOODS	2-72-0400-500	99.75	1,500.00	1,400.25
CURLING RINK HEATING	2-72-0400-540	5,134.25	15,800.00	10,665.75
CURLING RINK POWER	2-72-0400-541	2,494.40	13,200.00	10,705.60
CURLING RINK - SUBSIDY	2-72-0400-771	0.00	14,500.00	14,500.00
CURLING RINK GROSS RECOV TO OPERATIN	2-72-0400-963	0.00	2,000.00	2,000.00
CURLING RINK ICE PLANT REPAIRS	2-72-0401-250	223.24	11,800.00	11,576.76
CURLING RINK ICE PLANT GOODS	2-72-0401-500	11.52	500.00	488.48
CURLING RINK ICE PLANT POWER	2-72-0401-541	7,483.21	17,500.00	10,016.79
	TOTAL CURLING RINK:	17,137.01	98,380.00	81,242.99
BALL DIAMONDS				
BALL DIAMOND SALARIES	2-72-0500-110	0.00	5,100.00	5,100.00
BALL DIAMOND SEASONAL SALARIES	2-72-0500-111	0.00	3,600.00	3,600.00
BALL DIAMOND BENEFITS	2-72-0500-130	0.00	500.00	500.00
BALL DIAMOND SEASONAL BENEFITS	2-72-0500-131	0.00	200.00	200.00
BALL DIAMONDS NON T-4 BENEFITS	2-72-0500-133	0.00	1,000.00	1,000.00
BALL DIAMOND CONTRACTED REPAIRS	2-72-0500-250	0.00	1,000.00	1,000.00
BALL DIAMOND GOODS	2-72-0500-500	0.00	7,500.00	7,500.00
BALL DIAMOND POWER	2-72-0500-541	97.11	1,170.00	1,072.89
BALL DIAMONDS GROSS RECOV FROM OPERA	2-72-0500-963	0.00	10,500.00	10,500.00
	TOTAL BALL DIAMONDS:	97.11	30,570.00	30,472.89
GOLF COURSE				
GOLF COURSE INSURANCE	2-72-0600-274	0.00	2,880.00	2,880.00
	TOTAL GOLF COURSE:	0.00	2,880.00	2,880.00
FOX LAKE PARK				
FOX LAKE SALARIES	2-72-0700-110	0.00	5,100.00	5,100.00
FOX LAKE SEASONAL SALARIES	2-72-0700-111	0.00	2,400.00	2,400.00
FOX LAKE BENEFITS	2-72-0700-130	0.00	500.00	500.00
FOX LAKE SEASONAL BENEFITS	2-72-0700-131	0.00	200.00	200.00
FOX LAKE NON T-4 BENEFITS	2-72-0700-133	0.00	1,000.00	1,000.00
FOX LAKE FREIGHT	2-72-0700-215	0.00	200.00	200.00
FOX LAKE ADVERTISING	2-72-0700-220	0.00	1,300.00	1,300.00
FOX LAKE CONTRACTED SERVICES	2-72-0700-232	128.00	30,400.00	30,272.00
FOX LAKE CONTRACTED REPAIRS	2-72-0700-250	0.00	6,000.00	6,000.00
FOX LAKE INSURANCE	2-72-0700-274	0.00	280.00	280.00
FOX LAKE GOODS	2-72-0700-500	328.50	5,000.00	4,671.50
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	700.00	700.00
FOX LAKE HEAT	2-72-0700-540	74.50	700.00	625.50
FOX LAKE POWER	2-72-0700-541	224.09-	10,800.00	11,024.09
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	8,300.00	8,300.00
	TOTAL FOX LAKE PARK:	306.91	103,280.00	102,973.09
PARKS				
PARKS SALARIES	2-72-0800-110	17,699.46	80,000.00	62,300.54
PARKS SEASONAL SALARIES	2-72-0800-111	1,384.90	72,400.00	71,015.10
PARKS BENEFITS	2-72-0800-130	1,523.83	6,800.00	5,276.17
PARKS SEASONAL BENEFITS	2-72-0800-131	79.59	5,100.00	5,020.41
PARKS NON T4 BENEFITS	2-72-0800-133	2,712.63	15,100.00	12,387.37
PARKS TRAVEL	2-72-0800-211	0.00	600.00	600.00
PARKS TRAINING	2-72-0800-212	934.50	1,000.00	65.50
PARKS FREIGHT	2-72-0800-215	95.00	800.00	705.00
PARKS CONTRACTED REPAIRS	2-72-0800-250	0.00	25,000.00	25,000.00
PARKS EQUIPMENT REPAIRS	2-72-0800-253	0.00	10,900.00	10,900.00
PARKS CONTRACTED VEHICLE REPAIRS	2-72-0800-255	3,660.44	2,600.00	1,060.44-
PARKS INSURANCE	2-72-0800-274	0.00	4,900.00	4,900.00
PARKS GOODS	2-72-0800-500	11,316.99	24,100.00	12,783.01
PARKS PETROLEUM PRODUCTS	2-72-0800-521	0.00	12,300.00	12,300.00
PARKS EQUIPMENT MAINTENANCE	2-72-0800-522	0.00	1,600.00	1,600.00
PARKS VEHICLE MAINTENANCE	2-72-0800-523	0.00	5,700.00	5,700.00

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2023
 To 31/03/2023

Description	Account	YTD Actual	YTD Budget	YTD Variance
PARKS POWER	2-72-0800-541	392.42	3,600.00	3,207.58
PARKS RECOVERIES TO OPERATING	2-72-0800-963	0.00	11,400.00	11,400.00
PARKS OTHER	2-72-0800-990	0.00	1,000.00	1,000.00
	TOTAL PARKS:	39,799.76	284,900.00	245,100.24
PLAYGROUND PROGRAM				
PLAYGROUND PROGRAM SALARIES	2-72-1000-110	603.57	2,600.00	1,996.43
PLAYGROUND PROGRAM SEASONAL SALARIES	2-72-1000-111	0.00	22,900.00	22,900.00
PLAYGROUND PROGRAM BENEFITS	2-72-1000-130	50.90	200.00	149.10
PLAYGROUND PROGRAM SEASONAL BENEFITS	2-72-1000-131	0.00	1,600.00	1,600.00
PLAYGROUND PROGRAM NON T4 BENEFITS	2-72-1000-133	130.67	600.00	469.33
PLAYGROUND PROGRAM TRAVEL	2-72-1000-211	0.00	300.00	300.00
PLAYGROUND PROGRAM TRAINING	2-72-1000-212	0.00	600.00	600.00
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	1,200.00	1,200.00
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	6,200.00	6,200.00
	TOTAL PLAYGROUND PROGRAM:	920.14	38,960.00	38,039.86
SPRAY PARK				
SPRAY PARK SALARIES	2-72-1200-110	0.00	1,300.00	1,300.00
SPRAY PARK SEASONAL SALARIES	2-72-1200-111	0.00	1,100.00	1,100.00
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	300.00	300.00
SPRAY PARK FREIGHT	2-72-1200-215	36.00	200.00	164.00
SPRAY PARK CONTRACTED REPAIRS	2-72-1200-250	0.00	500.00	500.00
SPRAY PARK INSURANCE	2-72-1200-274	0.00	670.00	670.00
SPRAY PARK GOODS	2-72-1200-500	517.24	500.00	17.24
SPRAY PARK CHEMICALS	2-72-1200-531	0.00	1,400.00	1,400.00
SPRAY PARK POWER	2-72-1200-541	249.45	2,800.00	2,550.55
SPRAY PARK RECOVERIES TO OPERATING	2-72-1200-963	0.00	2,200.00	2,200.00
	TOTAL SPRAY PARK:	802.69	11,170.00	10,367.31
KING HUNTER PARK				
KING HUNTER PARK SALARIES	2-72-1300-110	0.00	5,100.00	5,100.00
KING HUNTER PARK SEASONAL SALARIES	2-72-1300-111	0.00	9,500.00	9,500.00
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	700.00	700.00
KING HUNTER PARK EMP NON T4 BENEFITS	2-72-1300-133	0.00	1,000.00	1,000.00
KING HUNTER PARK REPAIRS & MAINTENAN	2-72-1300-250	0.00	3,000.00	3,000.00
KING HUNTER PARK INSURANCE	2-72-1300-274	0.00	160.00	160.00
KING HUNTER PARK GOODS	2-72-1300-500	0.00	3,000.00	3,000.00
KING HUNTER PARK POWER	2-72-1300-541	159.48	2,100.00	1,940.52
KING HUNTER PARK RECOVERIES TO OPERA	2-72-1300-963	0.00	5,700.00	5,700.00
	TOTAL KING HUNTER PARK:	159.48	30,760.00	30,600.52
SOCCER FIELDS				
SOCCER FIELD SALARIES	2-72-1400-110	0.00	2,600.00	2,600.00
SOCCER FIELD SEASONAL SALARIES	2-72-1400-111	0.00	1,200.00	1,200.00
SOCCER FIELD BENEFITS	2-72-1400-130	0.00	200.00	200.00
SOCCER FIELD SEASONAL BENEFITS	2-72-1400-131	0.00	100.00	100.00
SOCCER FIELD NON T-4 BENEFITS	2-72-1400-133	0.00	500.00	500.00
SOCCER FIELD GOODS	2-72-1400-500	0.00	1,500.00	1,500.00
SOCCER FIELDS POWER	2-72-1400-541	97.11	1,200.00	1,102.89
SOCCER FIELD RECOVERIES FROM OPERATI	2-72-1400-963	0.00	3,200.00	3,200.00
	TOTAL SOCCER FIELDS:	97.11	10,500.00	10,402.89
MUSEUM				
MUSEUM GAS	2-74-0100-540	1,490.62	5,400.00	3,909.38
MUSEUM POWER	2-74-0100-541	564.89	3,800.00	3,235.11
MUSEUM GRANT	2-74-0100-770	0.00	7,000.00	7,000.00
	TOTAL MUSEUM:	2,055.51	16,200.00	14,144.49
LIBRARY				
LIBRARY TELEPHONE	2-74-0200-217	229.54	300.00	70.46
LIBRARY ADVERTISING	2-74-0200-220	0.00	800.00	800.00
LIBRARY CONTRACTED REPAIRS	2-74-0200-250	234.80	2,400.00	2,165.20
LIBRARY INSURANCE	2-74-0200-274	0.00	3,570.00	3,570.00

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2023
 To 31/03/2023

Description	Account	YTD Actual	YTD Budget	YTD Variance
LIBRARY GOODS	2-74-0200-500	108.68	1,100.00	991.32
LIBRARY HEATING	2-74-0200-540	1,370.57	5,200.00	3,829.43
LIBRARY POWER	2-74-0200-541	1,160.73	6,700.00	5,539.27
LIBRARY GRANTS	2-74-0200-770	16,878.30	21,400.00	4,521.70
LIBRARY PERSONNEL GRANTS	2-74-0200-771	0.00	70,800.00	70,800.00
LIBRARY GROSS RECOVERIES TO OPERATIN	2-74-0200-963	0.00	900.00	900.00
TOTAL LIBRARY:		19,982.62	113,170.00	93,187.38
CENTENNIAL PLACE				
RCSC SALARIES	2-74-0800-110	4,248.51	15,400.00	11,151.49
RCSC SEASONAL / PART TIME STAFF	2-74-0800-111	15,845.98	66,400.00	50,554.02
RCSC BENEFITS	2-74-0800-130	384.71	1,400.00	1,015.29
RCSC SEASONAL / PART TIME BENEFITS	2-74-0800-131	882.19	4,700.00	3,817.81
RCSC NON T4 BENEFITS	2-74-0800-133	991.06	3,400.00	2,408.94
RCSC STAFF TRAINING	2-74-0800-212	525.00	700.00	175.00
RCSC FREIGHT	2-74-0800-215	301.16	300.00	1.16-
RCSC TELEPHONE	2-74-0800-217	231.01	1,176.00	944.99
RCSC ADVERTISING	2-74-0800-220	0.00	2,700.00	2,700.00
RCSC CONTRACTED PROFESSIONAL SERVICE	2-74-0800-232	1,258.80	10,300.00	9,041.20
RCSC CONTRACTED REPAIRS	2-74-0800-250	0.00	5,300.00	5,300.00
RCSC INSURANCE	2-74-0800-274	0.00	7,390.00	7,390.00
RCSC GOODS	2-74-0800-500	1,107.45	10,100.00	8,992.55
RCSC HEATING	2-74-0800-540	2,987.04	9,100.00	6,112.96
RCSC POWER	2-74-0800-541	3,245.88	20,100.00	16,854.12
RCSC WATER - RECOVERIES FROM OPERATI	2-74-0800-963	0.00	1,100.00	1,100.00
RCSC - HFC EQUIPMENT GOODS	2-74-0801-500	6,379.58	17,000.00	10,620.42
TOTAL CENTENNIAL PLACE:		38,388.37	176,566.00	138,177.63
COMMUNITY CENTRE				
COMMUNITY CENTRE SALARIES	2-74-0900-110	424.56	5,100.00	4,675.44
COMMUNITY CENTRE SEASONAL SALARIES	2-74-0900-111	0.00	1,200.00	1,200.00
COMMUNITY CENTRE BENEFITS	2-74-0900-130	38.91	500.00	461.09
COMMUNITY CENTRE SEASONAL BENEFITS	2-74-0900-131	0.00	100.00	100.00
COMMUNITY CENTRE NON T4 BENEFITS	2-74-0900-133	89.27	1,000.00	910.73
COMMUNITY CENTRE FREIGHT & POSTAGE	2-74-0900-215	270.00	500.00	230.00
COMMUNITY CENTRE TELEPHONE	2-74-0900-217	133.25	300.00	166.75
COMMUNITY CENTRE ADVERTISING	2-74-0900-220	0.00	200.00	200.00
COMMUNITY CENTRE CONTRACTED SERVICES	2-74-0900-232	7,416.14	32,900.00	25,483.86
COMMUNITY CENTRE CONTRACTED REPAIRS	2-74-0900-250	1,011.66	5,300.00	4,288.34
COMMUNITY CENTRE INSURANCE	2-74-0900-274	0.00	4,810.00	4,810.00
COMMUNITY CENTRE GOODS	2-74-0900-500	607.35	4,000.00	3,392.65
COMMUNITY CENTRE HEAT	2-74-0900-540	1,440.37	5,700.00	4,259.63
COMMUNITY CENTRE POWER	2-74-0900-541	1,865.80	10,200.00	8,334.20
COMMUNITY CENTRE GROSS REC TO OPERAT	2-74-0900-963	0.00	900.00	900.00
TOTAL COMMUNITY CENTRE:		13,297.31	72,710.00	59,412.69
LIONS HALL				
LIONS HALL CONTRACTED REPAIRS	2-74-1000-250	5,431.98	7,000.00	1,568.02
LIONS HALL INSURANCE	2-74-1000-274	0.00	740.00	740.00
LIONS HALL GOODS	2-74-1000-500	0.00	500.00	500.00
LIONS HALL HEAT	2-74-1000-540	984.46	2,800.00	1,815.54
LIONS HALL POWER	2-74-1000-541	252.36	1,900.00	1,647.64
LIONS HALL WATER - RECOVERIES FROM O	2-74-1000-963	0.00	600.00	600.00
TOTAL LIONS HALL:		6,668.80	13,540.00	6,871.20
GOVERNMENT REQUISITIONS				
GOVERNMENT REQUISITION - SCHOOL	2-77-0000-741	0.00	671,700.00	671,700.00
GOVERNMENT REQUISITION - ACADIA FOUN	2-77-0000-754	0.00	170,100.00	170,100.00
GOVERNMENT REQUISITION - DESIGNATED	2-77-0000-755	0.00	638.00	638.00
PROVISION FOR DOUBTFUL ACCOUNTS	2-77-0000-757	0.00	2,500.00	2,500.00
TOTAL GOVERNMENT REQUISITIONS:		0.00	844,938.00	844,938.00
ACCUMULATED SURPLUS				
ACCUMULATED SURPLUS	2-78-0000-910	0.00	95,033.00	95,033.00
TOTAL ACCUMULATED SURPLUS:		0.00	95,033.00	95,033.00
TOTAL EXPENDITURES:		1,338,586.57	8,096,296.00	6,757,709.43
TOTAL REVENUE & EXPENSES:		170,970.70	4,728,101.00-	4,899,071.70-

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2023
 To 31/03/2023

Description	Account	YTD Actual	YTD Budget	YTD Variance
ASSETS - OPERATING				
CAPITAL FINANCES APPLIED (EXPENDITURES)				
ADMINISTRATION				
ADMINISTRATION BUILDING ADDITIONS	8-12-0000-620	0.00	5,000.00	5,000.00
	TOTAL ADMINISTRATION:	0.00	5,000.00	5,000.00
FIRE DEPARTMENT				
FIRE BUILDING ADDITIONS	8-23-0000-620	220,000.00	0.00	220,000.00-
FIRE MACHINES, EQUIPMENT	8-23-0000-630	0.00	96,600.00	96,600.00
FIRE VEHICLE ADDITIONS	8-23-0000-650	0.00	590,000.00	590,000.00
	TOTAL FIRE DEPARTMENT:	220,000.00	686,600.00	466,600.00
STREETS & ROADS				
S & R ENGINEERING STRUCTURES	8-32-0000-610	11,893.10	3,060,701.00	3,048,807.90
S & R MACHINES, EQUIPMENT	8-32-0000-630	0.00	208,900.00	208,900.00
	TOTAL STREETS & ROADS:	11,893.10	3,269,601.00	3,257,707.90
AIRPORT				
AIRPORT ENGINEERING STRUCTURES	8-33-0000-610	1,761.50	540,000.00	538,238.50
	TOTAL AIRPORT:	1,761.50	540,000.00	538,238.50
WATER DEPARTMENT				
WATER MACHINES, EQUIPMENT	8-41-0000-630	0.00	27,500.00	27,500.00
	TOTAL WATER DEPARTMENT:	0.00	27,500.00	27,500.00
CEMETERY				
CEMETERY ENGINEERING STRUCTURES	8-56-0000-610	0.00	25,000.00	25,000.00
	TOTAL CEMETERY:	0.00	25,000.00	25,000.00
RECREATION				
RECREATION POOL MACHINES & EQUIPMENT	8-72-0100-630	0.00	15,000.00	15,000.00
RECREATION ARENA MACHINES & EQUIPMEN	8-72-0200-630	5,970.00	8,000.00	2,030.00
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	28,400.00	28,400.00
RECREATION PARKS EQUIPMENT	8-72-0800-630	0.00	103,000.00	103,000.00
	TOTAL RECREATION:	5,970.00	164,400.00	158,430.00
CULTURE				
LIBRARY BUILDING	8-74-0200-610	0.00	10,000.00	10,000.00
	TOTAL CULTURE:	0.00	10,000.00	10,000.00
	TOTAL CAPITAL FINANCES APPLIED:	239,624.60	4,728,101.00	4,488,476.40
	GRAND TOTAL OF ALL ACCOUNTS:	239,624.60	4,728,101.00	4,488,476.40
	REPORT TOTALS:	410,595.30	0.00	410,595.30-

*** End of Report ***

Date: April 11, 2023

Agenda Item No: 06.03

Budget Overview

Recommended Motion

That Council accepts the Budget Overview for March 2023 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 2023 Operating and Capital budgets approved by Council at the December 14, 2022 Regular 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 March 31, 2023.

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 Costs:	_____	Unbudgeted Costs:	_____
Source of Funds:	_____	Source of Funds:	_____

Policy and/or Legislative Implications

N/A

Attachments

1. Budget Overview – March 2023

Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer

MARCH 2023

BUDGET OVERVIEW - OPERATING REVENUE & EXPENSES

Council may use the Revenue & Expense Report (06.02) to review more detailed entries for each department

2023 BUDGET Adopted Dec 13, 2022	2023 ACTUAL REVENUES	2023 ACTUAL EXPENSES	REVENUE LESS EXPENSES	2023 BUDGET REVENUES	2023 BUDGET EXPENSES	REVENUE LESS EXPENSES	DIFFERENCE BUDGET TO ACTUAL
GENERAL MUNICIPAL	-149,694			-4,298,119			-4,148,425
DRAW FROM RESERVES	0			0	0		
REQUISITIONS	0	0			842,438		842,438
DOUBTFUL ACCTS			0		2,500		2,500
CONTINGENCY			0		0		0
			-149,694			-3,453,181	
COUNCIL	0			0			0
COUNCIL		27,417			151,150		123,733
			27,417			151,150	
GENERAL ADMINISTRATION	-6,538			-567,500			-560,962
ADMINISTRATION		391,024			987,637		596,613
CAPITAL - ELECTRONIC			384,486		5,000	420,137	0
							5,000
HANNA WAKE PROGRAM	0			-2,000			-2,000
STUDENT EXCHANGE		0			5,000		5,000
			0			3,000	
TAX RECOVERY PROPERTY	0			-2,080			-2,080
TAX RECOVERY PROPERTY		1,992			2,080		88
			1,992			0	
POLICE	-2,419			-7,300			-4,881
POLICE		0			96,000		96,000
			-2,419			88,700	
SAFETY & RISK MANAGEMENT	0			0			0
SAFETY & RISK MNGMNT		444			6,350		5,906
			444			6,350	
FIRE	-231,500			-826,861			-595,361
FIRE		35,701			285,840		250,139
CAPITAL - EQUIPMENT		220,000			17,600		-202,400
CAPITAL - RADIO EQUIP		0			79,000		79,000
CAPITAL - RESCUE TRUCK		0			590,000		590,000
			24,201			145,579	
EMERGENCY SERVICES	0			0			0
EMERGENCY SERVICES		2,600			13,400		10,800
			2,600			13,400	
BY-LAW ENFORCEMENT	-21,490			-23,400			-1,910
BYLAW		23,034			59,400		36,366
			1,544			36,000	
DOG CONTROL	-3,425			-4,600			-1,175
ANIMAL CONTROL		9,424			12,900		3,476
			5,999			8,300	

MARCH 2023

BUDGET OVERVIEW - OPERATING REVENUE & EXPENSES

Council may use the Revenue & Expense Report (06.02) to review more detailed entries for each department

2023 BUDGET Adopted Dec 13, 2022	2023 ACTUAL REVENUES	2023 ACTUAL EXPENSES	REVENUE LESS EXPENSES	2023 BUDGET REVENUES	2023 BUDGET EXPENSES	REVENUE LESS EXPENSES	DIFFERENCE BUDGET TO ACTUAL
PUBLIC WORKS	0			-5,700			-5,700
PUBLIC WORKS		120,283			551,595		431,312
			120,283			545,895	
STREETS & ROADS	0			-3,700,441			-3,700,441
STREETS & ROADS CAPITAL	0			0			0
STREETS & ROADS		66,841			850,339		783,498
S & R - CAPITAL		11,893			3,060,701		3,048,808
S & R - CAPITAL GRADER		0			208,900		208,900
			78,734			210,599	
AIRPORT	-56,640			-466,970			-410,330
AIRPORT		11,791			32,740		20,949
AIRPORT CAPITAL		1,762			540,000		538,239
			-43,087			105,770	
WATER							0
TREATMENT	-157,443			-1,246,400			-1,088,957
TREATMENT		109,347			895,000		785,653
LINES & DISTRIBUTION	-264			0			264
LINES & DISTRIBUTION		50,408			304,700		254,292
CAPITAL - METER EQUIPMENT		0			27,500		27,500
			2,049			-19,200	
SANITARY SEWERS	-41,638			-307,600			-265,962
SEWERS		28,787			211,280		182,493
			-12,851			-96,320	
GARBAGE	-12,686			-74,300			-61,614
GARBAGE		17,400			75,700		58,300
			4,714			1,400	
REGIONAL WASTE SYSTEM	-58,816			-353,900			-295,084
ANNUAL CONTRACT		83,639			353,800		270,161
			24,822			-100	
F.C.S.S.	-26,331			-96,398			-70,067
ADMINISTRATION		7,473			37,100		29,627
PROGRAMS		22,495			124,800		102,305
YOUTH CLUB SUPPORT		3,944		-30,334	20,400		16,456
VAN OPERATIONS		350			4,710		4,360
			7,931			90,612	

MARCH 2023

BUDGET OVERVIEW - OPERATING REVENUE & EXPENSES

Council may use the Revenue & Expense Report (06.02) to review more detailed entries for each department

2023 BUDGET Adopted Dec 13, 2022	2023 ACTUAL REVENUES	2023 ACTUAL EXPENSES	REVENUE LESS EXPENSES	2023 BUDGET REVENUES	2023 BUDGET EXPENSES	REVENUE LESS EXPENSES	DIFFERENCE BUDGET TO ACTUAL
CEMETERY	-9,360			-16,800			-7,440
CEMETERY		2,726	-6,635		35,120	18,320	32,394
CEMETERY CAPITAL			0		25,000	0	
MUNICIPAL PLANNING COMM MPC	0	0	0	0	500	500	0 500
COMMERCIAL OFFICE BUILDING OFFICE BUILDING	-6,000	1,220	-4,780	-26,430	26,330	-100	-20,430 25,110
TOURISM TOURISM	0	6,477	6,477	0	34,800	34,800	0 28,323
BUSINESS & COMMUNICATION	0	48,419	48,419	-5,000	177,430	172,430	-5,000 129,011
VISITOR INFORMATION BOOTH	0	1,023	1,023	0	19,040	19,040	0 18,017
SUBDIVISION SUBDIVISION	0	0	0	0	0	0	0 0
RECREATION CS BOARD RECREATION	-322,134	0 18,200	-303,934	-253,820	3,500 176,780	-73,540	68,314 3,500 158,580
SWIMMING POOLS POOLS CAPITAL - JO POOL HEATER	-245	9,457 0	9,212	-93,900	241,276 15,000	162,376	-93,655 231,820 15,000
ARENA ARENA ICE PLANT CAPITAL - FLOOR SCRUB	-37,010	81,924 7,718 5,970	58,602	-75,200	306,156 29,800 8,000	268,756	-38,190 224,232

MARCH 2023

BUDGET OVERVIEW - OPERATING REVENUE & EXPENSES

Council may use the Revenue & Expense Report (06.02) to review more detailed entries for each department

2023 BUDGET Adopted Dec 13, 2022	2023 ACTUAL REVENUES	2023 ACTUAL EXPENSES	REVENUE LESS EXPENSES	2023 BUDGET REVENUES	2023 BUDGET EXPENSES	REVENUE LESS EXPENSES	DIFFERENCE BUDGET TO ACTUAL
PARKS SHOP	0			0			0
PARKS SHOP		7,318			20,086		12,768
			7,318			20,086	
CURLING RINK	0			-54,200			-54,200
CURLING RINK		9,419			68,580		59,161
ICE PLANT		7,718			29,800		
CAPITAL - WALL REPAIR		0			10,000		10,000
			17,137			54,180	
BALL DIAMONDS	0			-4,400			-4,400
BALL DIAMONDS		97			30,570		30,473
			97			26,170	
GOLF COURSE	0			0			0
GOLF COURSE		0			2,880		2,880
			0			2,880	
FOX LAKE PARK	-1,324			-109,764			-108,440
FLP		307			103,280		102,973
CAPITAL - ELECTRICAL		0			28,400		28,400
			-1,017			21,916	
PARKS	0			-25,000			-25,000
PARKS		39,800			284,900		245,100
CAPITAL - MOWER		0			28,000		28,000
CAPITAL - SKATEPARK		0			75,000		75,000
			39,800			362,900	
SUMMER YOUTH PROGRAM	0	920		-14,600	38,960		-14,600
			920			24,360	38,040
COMMUNITIES IN BLOOM	0			0			0
COMMUNITIES IN BLOOM		0			0		0
			0			0	
SPRAY PARK	0			0			0
SPRAY PARK		803			11,170		10,367
			803			11,170	
KING-HUNTER PIONEER PARK	-240			0			240
KING-HUNTER PIONEER PARK		159			30,760		30,601
			-81			30,760	
SOCCER FIELDS	0			-2,100			-2,100
SOCCER FIELDS		97			10,500		10,403
			97			8,400	

MARCH 2023

BUDGET OVERVIEW - OPERATING REVENUE & EXPENSES

Council may use the Revenue & Expense Report (06.02) to review more detailed entries for each department

2023 BUDGET Adopted Dec 13, 2022	2023 ACTUAL REVENUES	2023 ACTUAL EXPENSES	REVENUE LESS EXPENSES	2023 BUDGET REVENUES	2023 BUDGET EXPENSES	REVENUE LESS EXPENSES	DIFFERENCE BUDGET TO ACTUAL
MUSEUM	0			0			0
MUSEUM		2,056			16,200		14,144
			2,056			16,200	
LIBRARY	0			-10,000			-10,000
LIBRARY		19,983			113,170		93,187
LIBRARY - CAPITAL - WATER DIVERSION		0			10,000		10,000
			19,983			113,170	
CENTENNIAL PLACE	-17,569			-79,208			-61,639
CENTENNIAL PLACE		38,388			176,566		138,178
CENTENNIAL PLACE CAPITAL		0			0		0
			20,819			97,358	
COMMUNITY CENTRE	-4,550			-37,672			-33,122
CENTRE		13,297			72,710		59,413
			8,747			35,038	
LIONS HALL	-300			-2,400			-2,100
LIONS HALL		6,669			13,540		6,871
			6,369			11,140	
RESERVES	0			0			0
		0			95,033		95,033
			0			95,033	
TOTAL REVENUE	-1,167,616			-12,824,397			-11,656,781
TOTAL EXPENDITURES		1,578,211			12,824,397		11,246,186
TOTAL SURPLUS (DEFICIT)			410,595			0	

Date: April 11, 2023

Agenda Item No: 06.04

Capital Budget Update

Recommended Motion

That Council accepts the First Quarter Capital Budget Update, dated March 2023 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 2023 Operating and Capital budgets approved by Council on December 13, 2022.

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 Costs:	_____		Unbudgeted Costs:	_____	
Source of Funds:	_____		Source of Funds:	_____	



Policy and/or Legislative Implications

N/A

Attachments

1. Capital Budget Update – March 2023

Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer

2023 FIRST QUARTER CAPITAL BUDGET UPDATE

EFFECTIVE MARCH 31, 2023

Budget Adopted December 13, 2022

DEPARTMENT & ITEM	STATUS	EXPENSED	BUDGET	DIFFERENCE
ADMINISTRATION				
WEST ELECTRONIC SIGN		0	5,000	5,000
FIRE DEPARTMENT				
BURN TOWER OUTDOOR FLAMMABLE PROPS	50% deposit funded by Hanna Fire Association	220,000	0	-220,000
EQUIPMENT - BUNKER GEAR - 4 SETS		0	17,600	17,600
PORTABLE RADIO REPLACEMENT	Carried forward from 2022	0	45,000	45,000
PAGER REPLACEMENT PROGRAM	Carried forward from 2022	0	7,000	7,000
MOBILE RADIO REPLACEMENT		0	27,000	27,000
RESCUE TRUCK BALANCE		0	590,000	590,000
STREETS & ROADS				
INFRASTRUCTURE PROGRAM	Downtown Redevelopment drawings	11,893	1,175,701	1,163,808
BRIDGE REPLACEMENT PROGRAM		0	1,885,000	1,885,000
GRADER REPLACEMENT		0	208,900	208,900
AIRPORT				
AUTOMATIC FUELING STATION	Developing RFP	0	70,000	70,000
RUNWAY LIGHTS	Engineering	1,762	470,000	468,239
WATER DISTRIBUTION				
HARDWARE FOR METER READINGS	Ordered - anticipated arrival March 2023	0	27,500	27,500
CEMETERY				
COLUMBARIUM		0	25,000	25,000
POOL				
POOL HEATER - JUNIOR OLYMPIC POOL \$15,000 in Reserve funds		0	15,000	15,000
ARENA				
FLOOR SCRUBBER	Complete	5,970	8,000	2,030
CURLING RINK				
WEST INTERIOR WALL REPAIR		0	10,000	10,000
FOX LAKE PARK				
CAMPSITE ELECTRICAL COMPLETION		0	28,400	28,400

2023 FIRST QUARTER CAPITAL BUDGET UPDATE

EFFECTIVE MARCH 31, 2023

Budget Adopted December 13, 2022

DEPARTMENT & ITEM	STATUS	EXPENSED	BUDGET	DIFFERENCE
PARKS				
MOWER REPLACEMENT	Ordered	0	28,000	28,000
SKATEPARK UPGRADES		0	75,000	75,000
LIBRARY				
NORTH SIDE WATER DIVERSION \$10,000 in Reserve Funds		0	10,000	10,000
TOTAL CAPITAL		239,625	4,728,101	4,488,476

Date: April 11, 2023

Agenda Item No: 07.00

Committee Reports

Recommended Motion

That Council accepts the following Committee Report for information:

1. Community Services Board Meeting Minutes of March 27, 2023.

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 website and through the Town Social Media Program.

Financial Implications

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



Policy and/or Legislative Implications

N/A

Attachments

1. Community Services Board Meeting Minutes of March 27, 2023.

Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer

**TOWN OF HANNA
COMMUNITY SERVICES BOARD MEETING
March 27, 2023**

Minutes of a meeting of the Community Services Board of the Town of Hanna held Monday, March 27, 2023 in the Town Council Chambers at 7:00 p.m.

Members Present:

Chairperson Nadine Wood
Cody Dale McNair
Councillor Vern Thuroo
Darlene Herzog
Elaine Johnston
Deanna Derbyshire

Regrets:

Kalli Cooper
Sam Lockhart

Administration Present:

CAO Kim Neill
Community Services Coordinator Michele Toews
Municipal Secretary Raelene Liddicoat

CALL TO ORDER

Chairperson Nadine Wood called the meeting to order at 7:00 p.m.

REVIEW AND ADOPTION OF AGENDA

MOTION: V.Thuroo – D.Herzog

That the agenda be adopted as presented.

CARRIED

ADOPTION OF MINUTES

MOTION: D.Herzog- D. Derbyshire

That the Minutes be adopted as presented.

CARRIED

BUSINESS ARISING:

None.

CORRESPONDENCE

None.

FINANCIAL REPORTS

MOTION: V.Thuroo- E.Johnston

That the financial reports for January and February 2023 be accepted for information.

CARRIED

CAO Report – Kim Neill

- Arena season coming to an end, brine pump is off at the Curling Rink. Ice will be out later this week for both facilities.
- Lacrosse is to start setting up for their season, they are currently running, “Try it” events. They are looking at Friday nights being their night so it’s not in conflict with other sports.
- Late spring is causing a delay in the recreation crew being able to move on to outdoor activities. Soccer and Ball may be delayed due to snow on ground, but the crew will get the fields ready as soon as the weather permits.
- New facility signage has been installed. Town entrance signs, wayfinding signs and any facility signage requiring screw pile installation will be completed as soon as the ground conditions permit.
- Downtown Redevelopment Drawings are at the 60% stage, Council will receive an update on March 29th from the project engineer.
- Land Use Bylaw Open House had a large attendance, concerns from residents but most were not Land Use Bylaw related.
- ATCO Electric will be attending the next Council meeting on April 11 to dispel the theories regarding cameras in their streetlights.
- Council approved a new Advertising Bylaw which allows for the use of alternative advertising from the newspaper for statutory meetings, hearings, etc. In the short-term Administration will be using the East Central Review for any statutory notices and public hearings. Will be experimenting with a mail drop. Events and programs will see primarily social media used to promote.
- By Law Enforcement Officer Tracy Raybold is in Community Peace Officer Training for eleven weeks until June 2nd.
- Rummage Sale Fall date, no decision has been made yet.
- Summer Employment is mostly filled. Centennial Place is struggling for staff.
- Solar Farm proposal continuing to move forward through the required steps. Plans are for it to be situated on the East side of Pioneer Trail between Hwy 9 and the CN Reservoir.
- The local pilots have been working with the solar farm developer trying to have their concerns addressed. In June the developer will be hosting an in-person engagement to update the community on their plans and address any questions and concerns.
- Suggestions for rate review, would be to look at increases to the Minor Ball and Soccer Season fees. Should look at Minor Hockey and Figure Skating fees as we are falling behind some of the neighboring communities.

Community Services Coordinator Report: - Michele Toews

- 2023 Alberta Provincial housing survey is ending at the end of March. Anyone can take the survey not just those facing a housing crisis.
- Dagashi to exchange smiles on March 12, a program to share candies from Japan to increase happiness and peace. The Town of Wake sent cases of Dagashi candy along with a story that was read and shared with JCC students from kindergarten to grade four and the Kiddies Korner play school classes.
- Spring registration had a decent turnout, some were there promoting their programs not just sport related.
- Music In the Park 2023 is being planned, continuing with Sundays in HKH park.
- Free activities currently offered to Centennial Place that are sponsored with FCSS dollars. Programs such as Pickleball, Seniors Walk and Talk followed with coffee, Community Choir, Workout with Shandi, Tot and Me, Youth Alliance.
- Drive Happiness- more drivers needed. Still sitting at a 50/50 rate for pickups, not enough detailed data at this time.
- Dog ownership awareness. Working with Laurie and Tracy on a program.
- Upcoming events: April 5 - Youth Club AGM must be in Gr 7 & up to join.
- April 17-21 Volunteer week - April 18 Appreciation Day
- May 8-12 Emergency Preparedness Week.
- Youth Club recent dance had lower turnout numbers.

Council Report – Vern Thuroo

- Main Street Engineers- significant contaminated soil underneath 2nd Avenue Road structure which will increase the costs of the project significantly.
- Land Use Bylaw waiting on report from Palliser.
- Last week attended a course on Emergency Preparedness at the Fire Hall.

Community Services Youth Club Report- Kalli Cooper

- No report at this time.

Rate Review

- Please see attachment for Rate Review Proposal

ROUND TABLE DISCUSSION

- Vern spoke about ELKS hosting a pancake breakfast on Mother's Day, pay what you can for breakfast.
- Cody informed the members that he had a cyclist staying at his place for a few nights who was traveling across Canada, leaving Ottawa in December
- Deanna- Fox Lake Park will be opening May 1st, planning on another busy year with workers still in Town and surrounding areas.

NEXT MEETINGS DATES:

Monday May 15th at 7:00 p.m.

ADJOURNMENT

Chairperson Nadine Wood adjourned the meeting at 9:12 p.m.

Chairperson Nadine Wood

CAO Kim Neill

Date: April 11, 2023

Agenda Item No: 08.00

Senior Administrative Officials Reports

Recommended Motion

That Council accepts the Senior Administrative Officials reports 8.01 - 8.03 as presented for information.

Background

Senior Administration prepare reports on the highlights and activities of their department since the last Council meeting for Council's information. Council members are encouraged to ask questions or seek clarification on any information presented.

If a written report is not submitted, members of Senior Administration attend Council meetings to provide a verbal report.

Communications

Highlights of the reports may be communicated in the newsletter as well as on the Town website and through the Town Social Media Program.

Financial Implications

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

Policy and/or Legislative Implications

N/A



Attachments

1. Chief Administrative Officer
2. Director of Business & Communication
3. Director of Public Works

Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer

MEMORANDUM

Date: April 11, 2023
To: Mayor & Council
From: Kim Neill
Chief Administrative Officer
Re: CAO Report – April 11, 2023 Council Meeting

1. Engineering Project Updates

Administration has been working with MPE on several Engineering Projects which are identified below:

- Downtown Redevelopment Project
 - Not much to add since the Council presentation on March 29th. Administration has a meeting scheduled with Sarah Fratpietro the Senior Project Engineer on Tuesday, April 11th.
 - 90% Drawings and Draft Specifications anticipated to be complete by April 27, 2023
 - 100% Drawings and Specifications anticipated to be complete by May 8, 2023
 - Tender: TBD (based on available funding)
 - Construction: TBD
- Palliser & Pioneer Trail Road Rehabilitation
 - Waiting for the frost to come out of the ground and then will begin the pavement testing to determine the design parameters to be used.
- Asset Management Project (FCM Grant Funded Project)
 - Building Condition Assessment – 7 buildings
 - Arena
 - Curling Rink
 - Outdoor Pool
 - Public Works Building
 - Town Office
 - Community Centre
 - Centennial Place
 - Structural and mechanical engineers did a site visit to assess the above buildings in November 2022.
 - Awaiting electrical and mechanical final inspections anticipated to be completed by the end of March.
 - Goal for building assessments is to produce a long-range capital upgrade/lifecycle plan for the buildings.
 - Infrastructure Management Plan Update

- Work is scheduled to begin in May 2023 to be completed by the end of June 2023.
- Airport Runway Lighting Project
 - Administration and the Project Engineer reviewed the draft set of drawings for the Airport Runway Replacement Project. It was nice to have the pilot's feedback on a couple of design issues.
 - MPE will be completing the final drawings after the recommendations from the pilots, and it is anticipated the project will be ready to go to tender by the end of April.
- Pioneer Trail Bridge Replacement
 - MPE has submitted the application for STIP funding for this project.
 - Anticipate a decision on the grant application in April.

2. Fox Lake Campground:

Plans have been made with the Campground Manager to have the campground open for May 1st provided the ground conditions will allow it. Most likely it will open with power services only being provided until such time as water can safely be turned on (around mid-May). The shower house will also remain closed until the water is turned on.

Meetings Attended:

- Vacation – March 15th – 25th
- CSB Meeting – March 27th
- CAN/AM Bowl Meeting – March 27th
- MPE – Engineering Project Updates – March 28th & April 11th
- Council Info – March 29th
- Power of Aggregation Webinar – March 30th
- PRMS – Crowle/Karg Subdivision – March 31st
- Business Hub – Economic Development Collaboration – April 4th
- Flying Club Meeting – April 4th
- New Blood – Reconciliation Performance – April 5th
- RAWM Benefit Plan Update – April 11th.

Upcoming Events:

- Business Hub – Economic Development Collaboration – April 18th & May 2nd
- MPE – Engineering Project Updates – April 25th
- Council Info – April 26th
- PACE – Glint & Glare Analysis Meeting – May 4th
- Council Meeting – May 9th

April COUNCIL REPORT

KEVIN OLSEN – COMMUNITY SERVICES FOREMAN

Arena

Kept arena open for a few extra days to accommodate practice for the U18 team that qualified for Provincials.

Curling Rink brine pump wash shut off on Mar 27th Arena brine pump shut off Mar 29th.

Public Works removed ice from the arena on Mar 30th

Lacrosse nets were ordered, and necessary lines will be painted once floor is cleaned.

Lacrosse starts Apr 14th and runs from 6:30 p.m. – 8:30 p.m. on Friday nights.

Parks / Cemetery

Parks staff interviewed and hired.

5 FT Seasonal and 6 FT summer (July and August)

Flags were lowered for the 2 fallen RCMP officers.

Centennial Place

Public Works helped thaw storm drain that creates a backup inside Centennial every spring. The roof thaws and runs through the building and out to parking lot.

Swimming Pool / Spray Park

Sourcing and preordering parts for the pool. Stair treads and a replacement acid pump.

Parks Shop

Prepping for Spring. Bring mowers inside, move plowing equipment out etc.

Lions Hall

New flooring put on hold as Harvest Sky is still looking into renos for commercial kitchen.

Other

The electric furnace in Reality Bytes portion of the Town Office is being repaired. Motor is gone and was hard to source. The installation will be a time-consuming retrofit for the plumbers.

Filters being changed throughout facilities. Done every 6 months.

Eric and Rhonda attended an Ammonia Safety Day in Calgary.

Community Services Coordinator Report – Michele Toews – April 11, 2023

Volunteer Appreciation Night

Volunteer Week is April 16-22, 2023. We will be hosting a Volunteer Appreciation evening Tuesday, April 18th at the Community Centre, in partnership with Lynks. This is a free event, open to all, with snacks and mocktails available. We ask that everyone registers via Eventbrite or by calling the Town Office so that we know the number of attendees to prepare for. Local volunteers will be sharing about their experience volunteering in Hanna, there will be an opportunity for organizations to share what they are up to and recruit volunteers, and we will welcome representatives from the Pincombe Family to present the first annual Gordon and Bernice Pincombe Memorial Community Volunteerism Award.

Hanna Family Marriage Therapy

Hanna Family Marriage Therapy is a partnership between the Town of Hanna, Special Areas, Starland County, Hanna Agricultural Society and Lynks to provide subsidy to residents for counselling services. Residents can receive therapy from Anchor Psychology locally, or through Rapid Access Counselling's virtual services. A sliding income scale is used by the provider to determine subsidy eligibility of clients, and then the provider bills Hanna Family Marriage Therapy monthly. The program has run for over 20 years, providing residents of Hanna and area with access to affordable local therapy options. In recent years we have seen an increase in the usage of the program. In 2020 subsidies paid totaled \$7085, increasing to \$25,200 in 2021, and to \$40,815 in 2022. Early data for 2023 would suggest that we should expect to see an increase in usage again this year. Currently the Town of Hanna provides \$12,000 in funding to the program annually. The 2022 data shows usage by Hanna residents was over double that amount. The Town will need to consider increasing their contribution to the program moving forward in order for the group to be able to sustain this level of coverage. The group is also continuing to look at alternate funding opportunities such as applying for grants that may be available and approaching community service clubs for donations to help offset the increase in usage.

Summer Staff

Sydney McMillan will be returning this summer as our EPIC Program Manager. Once she starts for the season, we will be conducting interviews to hire the remainder of our EPIC staff for the year. Plans are to offer similar programming to last year, full days Monday-Thursday, and mornings only on Fridays. We were also successful in receiving a Canadian Parks and Recreation Association Youth Employment Experience grant to hire an additional employee in a Community Services Assistant role that we will be advertising to fill soon.

Emergency Management

In my role managing our Emergency Social Services (ESS) I attended the South Central Regional ESS virtual meeting and attended training to complete my Incident Command Systems (ICS) 200 course and to become an Alberta Emergency Alerts Authorized User. I am working with David and Laurie in partnership with Special Areas on plans for Emergency Preparedness Week. We will be hosting an Open House at the Hanna Fire Hall on Wednesday, May 10th with a BBQ supper, hall tours, and information for residents about fire safety, and what they can do to be prepared in the event of an emergency in our community.

Drive Happiness

Drive Happiness Statistic 2023 YTD:

New Drivers – 0

New Riders – 3

Total Rides Completed – 16

 Delivery – 10

 Medical – 4

 Personal – 2

Rides Cancelled by Rider – 1

Rides Cancelled by Driver – 2

No Driver Available for Request – 9

Report to Council

Date: April 11, 2023

Submitted by: Laurie Armstrong, Director of Business & Communication

- Completed training on FinnlySport, our program to manage facility bookings. Raelene has been doing good work getting bookings input into the new program. It is up to me to design the forward facing pages for public viewing.
- Our six month advertising pilot project will begin the week of Apr 17. Each week, we will design and submit an ad to the ECA review as well as design, print, bundle and deliver a double sided flyer to the post office for insert into mailboxes. Councillors are asked to be mindful of what they are hearing in the community regarding these two new promotional methods.
- Working with the Fire Chief and with Special Areas staff to assist with an open house planned for May 10. Chief Mohl will be providing additional information to Council.
- Received the lot of 2023 replacement computers as per budget.
- Assisted with getting the Public Consultation recording and subsequent pdf to residents on behalf of PACE Canada.
- Many, many printer issues. It appears our Xerox copy/print/scan/fax is worn out.
- Working on an updated Tourism brochure for spring release. Also, an updated ToH map.
- Received billing adjustments from Telus, as per the changeover to the VOIP system. Still learning and configuring.
- Promotions included but not limited to: Utility Newsletter and Mayor's Message, Dagashi Day, Final public skate for the season,
- Worked with Palliser and Special Areas to assign physical addressing to the Cemeteries so they can be appropriately represented on Google.
- **Please remember that Council photo retakes will be held APRIL 11 starting at 5:00pm. Individual portraits will be taken of every member of council with the group photo at 5:45 pm, here in the office.**

COUNCIL REPORT

DATE: April 11, 2023

PRESENTED BY: Brent Olesen, Director of Public Works

- Since the March 14, 2023 Council meeting, the public works department has been busy with the following items:
 - Water & Sewer
 - Water rereads and hi consumption accounts were looked at.
 - Road Maintenance
 - Most of the catch basins have been opened, except for the odd one that freezes overnight.
 - The culvert on South Municipal Road has been opened, as they are difficult to get through, the hydrovac truck with the sewer nozzle was used as it makes a bigger hole in the culvert. The hydrovac truck uses more water than the little steam truck, we use the steam truck if necessary to shuttle water, so we are not shutting down the vac truck.
 - We have set up another temporary steam trailer using our portable Hotsy and the portable tank from parks.
 - With the warm weather the alleys are starting to get soft we have tried to take a loader to scrape down the ruts, the issue is it then leaves a ridge which people phone and complain about as well, there is no easy way, except wait till they melt.
 - We have been trying to fill the potholes as they are noticed as well as filling in the repairs from last year.
 - Meetings
 - I am attending the Monday morning Director's meetings.
 - Airport
 - Routine maintenance at the airport – check the terminal building for maintenance issues, check the runway lights and windsock, haul garbage, etc.
 - We plow and maintain the tarmac and walkways of snow to make sure that the air ambulance can land as needed.
 - Cemetery
 - We have had one casket burial and one cremation.

- General

Date: April 11, 2023

Agenda Item No: 09.01

2022 Audited Financial Statements

Recommended Motion

That Council approves the 2022 Financial Statements as presented by Ascend Chartered Professional Accountants and that the 2022 Financial Statements be advertised and made available for public inspection on the Town of Hanna Website and at the Town Office during regular office hours.

Background

Ascend Chartered Professional Accountants have provided an electronic copy of the Town of Hanna Financial Statements for the year ending December 31, 2022. This includes the Financial Statements, Municipal Financial Information Return and Management letter to the Audit Committee.

The Ascend audit team was in the Town Office to complete the final audit on March 8th to 10th, 2023. Following their conclusion in the office they met with the Chief Administrative Officer and the Director of Corporate Services to review the overall documents and confirm any changes from the previous year. The Draft Audited Financial Statements for 2022 were received at the Town office on April 6, 2022. Printed versions of the Financial Statements will be provided to Council at the meeting.

It is a requirement from Alberta Municipal Affairs that the Town submit one signed copy of the Financial Information Return along with one copy of the audited Financial Statements and management letter to the Department.

Section 276(3) of the Municipal Government Act states that each municipality must make its financial statements (or a summary of them) and the auditor's report of the financial statements available to the public in the manner Council considers appropriate.

Since 2015, administration has not recommended publishing the consolidated financial statements in a local paper as the expense of publishing the consolidated statements are significant and the information can be obtained on the Town website or at the Town Office.



Communications

1. The Town will advertise in the East Central Review that the 2022 Financial Statements and Financial Information Return are available on the Town of Hanna Website or at the Town Office.
2. The availability of the 2022 Financial Statements will be advertised on the Town's website, e-news and social media.

Financial Implications

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

Policy and/or Legislative Implications

1. Municipal Government Act – Sections 276-283

Attachments

1. Town of Hanna 2022 Draft Financial Statements.

Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer

**TOWN OF HANNA
FINANCIAL STATEMENTS
FOR THE YEAR END DECEMBER 31, 2022**

Draft

**TOWN OF HANNA
FINANCIAL STATEMENTS
DECEMBER 31, 2022**

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INDEPENDENT AUDITOR'S REPORT

To the Members of Council:

Opinion

We have audited the financial statements of the Town of Hanna (the "Town"), which comprise of the statement of financial position as at December 31, 2022 and the statements of operations, changes in net financial assets and cash flows for the year then ended, and the notes and schedules to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Town of Hanna as at December 31, 2022, the results of its operations, changes in net financial assets and its cash flows for the year ended in accordance with Canadian Public Sector Accounting Standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Town of Hanna in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Town's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Town's financial reporting process.

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of the users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls.
- Obtain an understanding of internal controls relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal controls.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Town's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of the auditor's report. However future events or conditions may cause the Town to cease to continue to be a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other things, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal controls that we identify during the audit.

Report on Other Legal and Regulatory Requirements

- Debt Limit Regulation: In accordance with Alberta Regulation 255/2000, we confirm that the municipality is in compliance with the Debt Limit Regulation. A detailed account of the Town's debt limit can be found in Note 9.
- Supplementary Accounting Principles and Standards Regulation: In accordance with Alberta Regulation 313/2000, we confirm that the municipality is in compliance with the Supplementary Accounting Principles and Standards Regulation and note the information required can be found in Note 1.

Ascend

HANNA, ALBERTA
APRIL 11, 2023

ASCEND LLP
CHARTERED PROFESSIONAL ACCOUNTANTS



MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

Management of the Town of Hanna (the "Town") is responsible for the preparation, accuracy, objectivity, and integrity of the accompanying financial statements and the notes thereto. Management believes that the financial statements present fairly the Town's financial position as at December 31, 2022 and the results of its operations for the year then ended.

The financial statements have been prepared in compliance with legislation, and in accordance with Canadian Public Sector Accounting Standards (PSAS).

The financial statements include certain amounts based on estimates and judgments. Such amounts have been determined on a reasonable basis in order to ensure the financial statements are presented fairly in all material respects.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, management has designed and maintains a system of internal controls to produce reliable information and to meet reporting requirements on a timely basis. The system is designed to provide management with reasonable assurance that transactions are properly authorized and assets are properly accounted for and safeguarded.

These systems are monitored and evaluated by management and reliable financial information is available for preparation of the financial statements.

The Town Council carries out its responsibilities for review of the financial statements primarily through the Finance and Administration departments. Council meets annually with management and external auditors to discuss the results of audit examinations and financial reporting matters.

The external auditors have full access to Council with and without the presence of management. The Town Council has approved the financial statements.

The financial statements have been audited by Ascend LLP, independent external auditors appointed by the Town. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination, and their opinion on the Town's financial statements.

Kim Neill
Chief Administrative Officer

Winona Gutsche
Director of Corporate Services

TOWN OF HANNA
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2022

	2022	2021
FINANCIAL ASSETS		
Cash (Note 2)	\$ 5,179,330	\$ 4,895,188
Receivables		
Taxes and grants in place of taxes (Note 3)	74,341	94,168
Trade and other receivables	510,040	810,433
Receivables from other governments	1,762,634	1,341,707
Land inventory held for resale	1,199,201	1,245,862
Investments (Note 4)	<u>2,181,108</u>	<u>1,794,437</u>
	<u>10,906,654</u>	<u>10,181,795</u>
LIABILITIES		
Accounts payable	169,621	189,191
Deposit liabilities	10,661	12,383
Deferred revenue (Note 5)	2,409,488	1,964,314
Employee benefit obligations (Note 6)	314,122	324,851
Long-term debt (Note 7)	<u>229,826</u>	<u>257,633</u>
	<u>3,133,718</u>	<u>2,748,372</u>
NET FINANCIAL ASSETS	<u>7,772,936</u>	<u>7,433,423</u>
NON-FINANCIAL ASSETS		
Tangible capital assets (Schedule 1)	30,033,699	30,318,037
Prepaid expenses	2,152	247
Deposit on asset acquisitions	<u>59,708</u>	<u>59,708</u>
	<u>30,095,559</u>	<u>30,377,992</u>
ACCUMULATED SURPLUS	<u>\$ 37,868,495</u>	<u>\$ 37,811,415</u>

CONTAMINATED SITES LIABILITY (SEE NOTE 7)
COMMITMENTS (SEE NOTE 17)
CONTINGENCIES (SEE NOTE 18)

TOWN OF HANNA
STATEMENT OF OPERATIONS
FOR THE YEAR ENDED DECEMBER 31, 2022

	Budget (Unaudited)	2022	2021
REVENUE			
Net municipal taxes (Schedule 2)	\$ 2,767,680	\$ 2,768,225	\$ 2,769,853
User fees and sale of goods	2,449,577	2,626,698	2,586,673
Government transfers for operating (Schedule 3)	1,346,599	885,589	898,998
Investment income	71,000	149,892	81,370
Penalties and costs on taxes	15,000	16,167	24,710
Franchise and concession contracts	466,000	513,491	451,121
Transfers from local boards and agencies		-	200,000
Fines	10,500	6,296	6,790
Other	<u>175,800</u>	<u>126,413</u>	<u>51,455</u>
Total Revenue	<u>7,302,156</u>	<u>7,092,771</u>	<u>7,070,970</u>
EXPENSES			
General government			
Council and other legislative	150,250	122,741	117,012
General administrative	1,047,984	994,196	909,793
Protective services			
Police	72,800	72,794	48,500
Fire	275,590	437,905	462,331
Disaster and emergency measures	16,600	15,459	1,029
Bylaw enforcement	79,500	81,469	100,874
Transportation services			
Common and equipment pool	533,858	640,221	585,883
Roads, streets, walks, lighting	406,500	635,647	585,047
Storm sewers and drainage		15,467	15,467
Airport	46,410	85,578	65,630
Environmental services			
Water supply and distribution	1,072,400	1,204,274	1,107,272
Wastewater treatment and disposal	153,660	228,158	269,574
Waste management	410,100	410,110	410,095
Public health and welfare			
Family and community support	201,550	231,109	198,366
Cemeteries and crematoriums	33,820	15,468	22,143
Planning and development			
Economic development	269,890	241,596	237,930
Subdivision land and development	154,957	204,236	583,279
Recreation and culture			
Parks and recreation	1,228,950	1,503,795	1,558,709
Libraries, museums, halls	355,250	378,510	350,382
Recreation boards	<u>3,500</u>	<u>3,152</u>	<u>3,334</u>
Total Expenses	<u>6,513,569</u>	<u>7,521,885</u>	<u>7,632,650</u>
EXCESS (SHORTFALL) OF REVENUE OVER EXPENSES - BEFORE OTHER	788,587	(429,114)	(561,680)
Government transfers for capital (Schedule 3)	430,439	470,949	78,883
Donations		<u>15,245</u>	<u>285,579</u>
EXCESS (SHORTFALL) OF REVENUE OVER EXPENSES	1,219,026	57,080	(197,218)
ACCUMULATED SURPLUS, BEGINNING OF YEAR	<u>37,811,415</u>	<u>37,811,415</u>	<u>38,008,633</u>
ACCUMULATED SURPLUS, END OF YEAR	<u>\$ 39,030,441</u>	<u>\$ 37,868,495</u>	<u>\$ 37,811,415</u>

TOWN OF HANNA
STATEMENT OF CHANGES IN NET FINANCIAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2022

	Budget (Unaudited)	2022	2021
EXCESS (SHORTFALL) OF REVENUE OVER EXPENSES	\$ <u>1,219,026</u>	\$ <u>57,080</u>	\$ <u>(197,218)</u>
Acquisition of tangible capital assets	(1,266,200)	(868,535)	(570,804)
Amortization of tangible capital assets		1,150,927	1,137,784
Loss on disposal of tangible capital assets		1,946	5,608
Deposit for asset acquisitions	<u> </u>	<u>-</u>	<u>(59,708)</u>
	<u>(1,266,200)</u>	<u>284,338</u>	<u>512,880</u>
Change in prepaid expenses	<u> </u>	<u>(1,905)</u>	<u>32</u>
INCREASE IN NET ASSETS	(47,174)	339,513	315,694
NET FINANCIAL ASSETS, BEGINNING OF YEAR	<u>7,433,423</u>	<u>7,433,423</u>	<u>7,117,729</u>
NET FINANCIAL ASSETS, END OF YEAR	<u>\$ 7,386,249</u>	<u>\$ 7,772,936</u>	<u>\$ 7,433,423</u>

Draft

TOWN OF HANNA
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2022

	2022	2021
NET INFLOW(OUTFLOWS) OF CASH RELATED TO THE FOLLOWING ACTIVITIES:		
OPERATING		
Excess (shortfall) of revenues over expenses	\$ 57,080	\$ (197,218)
Non-cash items included in excess of revenues over expenses:		
Amortization on tangible capital assets	1,150,927	1,137,784
Loss on disposal of tangible capital assets	<u>1,946</u>	<u>5,608</u>
	1,209,953	946,174
Non-cash changes to operations (net change):		
Taxes and grants in place of taxes receivable	19,827	201,821
Trade and other receivables	300,393	(356,618)
Receivables from other governments	(420,927)	(299,566)
Land inventory held for resale	46,661	160,402
Loans receivable	-	68,000
Prepaid expenses	(1,905)	32
Deposit for asset acquisition	-	(59,708)
Accounts payable	(19,570)	(88,548)
Deposit liabilities	(1,722)	125
Deferred revenue	445,174	1,285,206
Employee benefit obligations	<u>(10,729)</u>	<u>(18,185)</u>
	<u>1,567,155</u>	<u>1,839,135</u>
CAPITAL		
Acquisition of tangible capital assets (Schedule 1)	<u>(868,535)</u>	<u>(570,804)</u>
INVESTING		
Purchase of investments	<u>(386,671)</u>	<u>201,547</u>
FINANCING		
Repayment of long-term debt	<u>(27,807)</u>	<u>(26,321)</u>
CHANGE IN CASH DURING THE YEAR	284,142	1,443,557
CASH, BEGINNING OF YEAR	<u>4,895,188</u>	<u>3,451,631</u>
CASH, END OF YEAR	<u>\$ 5,179,330</u>	<u>\$ 4,895,188</u>

TOWN OF HANNA
SCHEDULE OF TANGIBLE CAPITAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2022

Schedule 1

	Land	Land Improvements	Buildings	Engineered Structures	Machinery and Equipment	Vehicles	2022	2021
COST:								
BALANCE, BEGINNING OF YEAR	\$ 1,179,166	\$ 2,558,879	\$ 17,935,613	\$ 22,174,064	\$ 4,461,358	\$ 2,232,278	\$ 50,541,358	\$ 49,976,162
Acquisition of tangible capital assets		619,038	29,291		220,206		868,535	570,804
Disposals of tangible capital assets		<u>(10,241)</u>					<u>(10,241)</u>	<u>(5,608)</u>
BALANCE, END OF YEAR	<u>1,179,166</u>	<u>3,167,676</u>	<u>17,964,904</u>	<u>22,174,064</u>	<u>4,681,564</u>	<u>2,232,278</u>	<u>51,399,652</u>	<u>50,541,358</u>
ACCUMULATED AMORTIZATION:								
BALANCE, BEGINNING OF YEAR		1,097,670	4,863,104	10,175,185	2,838,292	1,249,070	20,223,321	19,085,537
Annual amortization		97,968	346,392	357,125	267,774	81,668	1,150,927	1,137,784
Disposals		<u>(8,295)</u>					<u>(8,295)</u>	
BALANCE, END OF YEAR		<u>1,187,343</u>	<u>5,209,496</u>	<u>10,532,310</u>	<u>3,106,066</u>	<u>1,330,738</u>	<u>21,365,953</u>	<u>20,223,321</u>
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	<u>\$ 1,179,166</u>	<u>\$ 1,980,333</u>	<u>\$ 12,755,408</u>	<u>\$ 11,641,754</u>	<u>\$ 1,575,498</u>	<u>\$ 901,540</u>	<u>\$ 30,033,699</u>	<u>\$ 30,318,037</u>
 2021 NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	 <u>\$ 1,179,166</u>	 <u>\$ 1,461,209</u>	 <u>\$ 13,072,509</u>	 <u>\$ 11,998,879</u>	 <u>\$ 1,623,066</u>	 <u>\$ 983,208</u>	 <u>\$ 30,318,037</u>	

TOWN OF HANNA
SCHEDULE OF PROPERTY AND OTHER TAXES
FOR THE YEAR ENDED DECEMBER 31, 2022
Schedule 2

	Budget (Unaudited)	2022	2021
TAXATION			
Real property taxes	\$ 3,396,910	\$ 3,397,294	\$ 3,376,662
Linear property taxes	146,643	146,683	147,800
Government grants in place of property taxes	<u>65,927</u>	<u>66,055</u>	<u>67,387</u>
	<u>3,609,480</u>	<u>3,610,032</u>	<u>3,591,849</u>
REQUISITIONS			
Alberta School Foundation Fund	671,700	671,677	668,716
Acadia Seniors Foundation	<u>170,100</u>	<u>170,130</u>	<u>153,280</u>
	<u>841,800</u>	<u>841,807</u>	<u>821,996</u>
NET MUNICIPAL TAXES	<u>\$ 2,767,680</u>	<u>\$ 2,768,225</u>	<u>\$ 2,769,853</u>

SCHEDULE OF GOVERNMENT TRANSFERS
FOR THE YEAR ENDED DECEMBER 31, 2022
Schedule 3

	Budget (Unaudited)	2022	2021
TRANSFERS FOR OPERATING			
Provincial government	\$ 307,098	\$ 256,530	\$ 308,878
Federal government	438,135	98,740	39,300
Local governments	<u>601,366</u>	<u>530,319</u>	<u>550,820</u>
	<u>1,346,599</u>	<u>885,589</u>	<u>898,998</u>
TRANSFERS FOR CAPITAL			
Provincial government	430,439		59,707
Federal government		316,872	
Local governments		<u>154,077</u>	<u>19,176</u>
	<u>430,439</u>	<u>470,949</u>	<u>78,883</u>
TOTAL GOVERNMENT TRANSFERS	<u>\$ 1,777,038</u>	<u>\$ 1,356,538</u>	<u>\$ 977,881</u>

TOWN OF HANNA
SCHEDULE OF EXPENSES BY OBJECT
FOR THE YEAR ENDED DECEMBER 31, 2022

Schedule 4

	Budget (Unaudited)	2022	2021
EXPENSES BY OBJECT			
Salaries, wages and benefits	\$ 2,193,950	\$ 2,106,669	\$ 2,235,332
Contracted and general services	2,024,447	1,717,747	1,879,571
Purchases from other governments	72,800	72,794	48,500
Materials, goods, supplies and utilities	1,795,500	2,015,866	1,832,745
Provision for allowances	2,500	1,772	4,180
Transfers to local boards and agencies	106,300	161,627	147,776
Transfers to individuals and organizations	167,100	168,527	216,902
Bank charges and short-term interest	5,400	5,367	5,229
Interest on capital long-term debt (Note 7)	13,472	13,476	14,961
Amortization of tangible capital assets (Schedule 1)		1,150,927	1,137,784
Loss on disposal of tangible capital assets		1,946	5,608
Other expenses	132,100	105,167	104,062
	<u>\$ 6,513,569</u>	<u>\$ 7,521,885</u>	<u>\$ 7,632,650</u>

Draft

TOWN OF HANNA
SCHEDULE OF CHANGES IN ACCUMULATED OPERATING SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2022

Schedule 5

	Unrestricted Surplus	Restricted Surplus	Equity in Tangible Capital Assets	2022	2021
BALANCE, BEGINNING OF YEAR	\$ <u>5,290,236</u>	\$ <u>2,460,775</u>	\$ <u>30,060,404</u>	\$ <u>37,811,415</u>	\$ <u>38,008,633</u>
Excess of revenues over expenses	57,080			57,080	(197,218)
Unrestricted funds designated for future use	(408,553)	408,553			
Restricted funds used for tangible capital assets		(158,916)	158,916		
Current year funds used for tangible capital assets	(709,619)		709,619		
Net book value of disposed tangible capital assets	1,946		(1,946)		
Annual amortization expense	1,150,927		(1,150,927)		
Long-term debt repaid	(27,807)		27,807		
Change in accumulated surplus	<u>63,974</u>	<u>249,637</u>	<u>(256,531)</u>	<u>57,080</u>	<u>(197,218)</u>
BALANCE, END OF YEAR	<u>\$ 5,354,210</u>	<u>\$ 2,710,412</u>	<u>\$ 29,803,873</u>	<u>\$ 37,868,495</u>	<u>\$ 37,811,415</u>

TOWN OF HANNA
SCHEDULE OF SEGMENTED DISCLOSURE
FOR THE YEAR ENDED DECEMBER 31, 2022

Schedule 6

	General Government	Protective Services	Transportation Services	Environmental Services	Public Health and Welfare	Planning and Development	Recreation and Culture	Total
REVENUE								
Net municipal taxes	\$ 2,768,225							\$ 2,768,225
User fees and sales of goods	38,150	119,539	25,501	1,879,317	16,048	76,966	471,177	2,626,698
Government transfers	452,832	45,956	20,659		171,237		194,905	885,589
Investment Income	149,892							149,892
Penalties	16,167							16,167
Franchise fees	513,491							513,491
Fines		6,296						6,296
Insurance proceeds				76,941				76,941
Other revenues		3,250		60	3,000	10,000	33,162	49,472
	<u>3,938,757</u>	<u>175,041</u>	<u>46,160</u>	<u>1,956,318</u>	<u>190,285</u>	<u>86,966</u>	<u>699,244</u>	<u>7,092,771</u>
EXPENSES								
Salaries and wages	531,822	118,771	417,487	143,643	104,311	133,914	656,721	2,106,669
Contract and general services	300,496	150,235	244,778	541,249	12,966	166,994	301,029	1,717,747
Purchases from other governments		72,794						72,794
Goods and supplies	57,907	59,990	315,392	981,329	126,663	65,190	409,395	2,015,866
Provision for allowance	1,772							1,772
Transfers to local boards		7,424				55,000	99,203	161,627
Transfers to organizations	151,474				648		16,405	168,527
Bank charges and interest	5,367							5,367
Interest on long-term debt			13,476					13,476
Loss on disposal of tangible capital assets							1,946	1,946
Other expenses	12,132	14,817	2,047	614	1	9,716	65,840	105,167
	<u>1,060,970</u>	<u>424,031</u>	<u>993,180</u>	<u>1,666,835</u>	<u>244,589</u>	<u>430,814</u>	<u>1,550,539</u>	<u>6,370,958</u>
EXCESS (SHORTFALL) OF REVENUE OVER EXPENSES, BEFORE AMORTIZATION AND OTHER								
	<u>2,877,787</u>	<u>(248,990)</u>	<u>(947,020)</u>	<u>289,483</u>	<u>(54,304)</u>	<u>(343,848)</u>	<u>(851,295)</u>	<u>721,813</u>
Capital government transfers		28,577					442,372	470,949
Donations							15,245	15,245
Amortization expense	(55,967)	(183,596)	(383,733)	(175,707)	(1,988)	(15,018)	(334,918)	(1,150,927)
EXCESS (SHORTFALL) OF REVENUE OVER EXPENSES								
	<u>\$ 2,821,820</u>	<u>\$ (404,009)</u>	<u>\$ (1,330,753)</u>	<u>\$ 113,776</u>	<u>\$ (56,292)</u>	<u>\$ (358,866)</u>	<u>\$ (728,596)</u>	<u>\$ 57,080</u>

TOWN OF HANNA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022

1. SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Town of Hanna (the "Town") are the representations of management prepared in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. Significant aspects of the accounting policies adopted by the Town are as follows:

a) Reporting Entity

The financial statements reflect the assets, liabilities, revenues and expenditures, changes in fund balances and change in financial position of the reporting entity. This entity is comprised of the municipal operations plus all of the organizations that are owned or controlled by the Town and are, therefore, accountable to the Town Council for the administration of their financial affairs and resources.

The schedule of taxes levied also includes requisitions for education, health, social and other external organizations that are not part of the municipal reporting entity.

The statements exclude trust assets that are administered for the benefit of external parties. Interdepartmental and organizational transactions and balances are eliminated.

b) Basis of Accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

c) Use of Estimates

The preparation of financial statements in conformity with Public Sector Accounting Standards principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenditure during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

Significant financial statement areas requiring the use of management estimates include:

- Employee benefits obligations;
- Useful life of tangible capital assets;
- Allowance for doubtful accounts; and
- Fair value of contributed tangible capital assets.

TOWN OF HANNA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

d) Valuation of Financial Assets and Liabilities

The Town's financial assets and liabilities are measured as follows:

<u>Financial statement component</u>	<u>Measurement</u>
Cash	Cost and amortized cost
Trade and other receivables	Lower of cost or net recoverable value
Land inventory held for resale	Lower of cost or net realizable value
Investments	Fair value and amortized cost
Loans receivable and debt charges recoverable	Amortized cost
Accounts payable and accrued liabilities	Cost
Deposit liabilities	Cost
Employee benefit obligations	Cost
Long-term debt	Amortized cost

e) Cash and Cash Equivalents

Cash and cash equivalents are comprised of cash on deposits with financial institutions and highly liquid investments.

f) Investments

Investments in interest bearing securities are recorded at amortized cost. Investment premiums and discounts are amortized on the net present value basis over the term of the respective investments. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

g) Loans Receivable

Loans receivable are initially recognized at cost, net of any transaction costs, with interest income recognized using the effective interest method. Loans receivable are subsequently measured at amortized cost net of any valuation allowances.

h) Long-term debt

Long-term debt is initially recognized net of any premiums, discounts, fees and transactions costs, with interest expense recognized using the effective interest method. Long-term debt is subsequently measured at amortized cost.

i) Requisition Over-levy and Under-levy

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

TOWN OF HANNA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

j) Land Inventories Held for Resale

Land held for resale is recorded at the lower of cost or net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping and levelling charges. Related development costs incurred to provide infrastructure such as water and wastewater services, roads, sidewalks and street lighting are recorded as tangible capital assets under the respective function.

k) Tax Revenue

Tax revenues are recognized when the tax has been authorized by bylaw and the taxable event has occurred. Requisitions operate as a flow through and are excluded from municipal revenue.

In the event that the prepaid amounts are applied against the related borrowings, the deferred revenue is amortized to revenue by an amount equal to the debt repayment.

l) Contaminated Sites Liability

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when the Town is either directly responsible or accepts responsibility and is management's estimate of the cost of post-remediation including operation, maintenance and monitoring.

m) Revenue Recognition

Revenue from transactions with no performance obligation is recognized at realizable value when the Town has the authority to claim or retain an inflow of economic resources and identifies a past transaction or event giving rise to an asset.

Revenue from transactions with performance obligations is recognized as the performance obligations are satisfied by providing the promised goods or services to the payor. User fees are recognized over the period of use, sales of goods are recognized when goods are delivered. Licenses and permits with a single performance obligation at a point in time are recognized as revenue on issuance, those which result in a continued performance obligation over time are recognized over the period of the license or permit as the performance obligation is satisfied.

n) Government Transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

TOWN OF HANNA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

o) Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the change in net financial assets for the year.

i. Tangible Capital Assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital asset is amortized on a straight-line basis over the estimated useful life as follows:

	YEARS
Land improvements	10 to 45
Buildings	25 to 50
Engineering structures	
Water system	45 to 75
Wastewater system	45 to 75
Other engineered structures	5 to 75
Machinery and equipment	5 to 40
Vehicles	10 to 40

One-half of the annual amortization is charged in the year of acquisition or when the asset is put into use. Assets under construction are not amortized until the asset is available for productive use.

ii. Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and are also recorded as revenue.

iii. Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

iv. Inventories

Inventories held for consumption are recorded at the lower of cost and replacement cost.

TOWN OF HANNA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022

2. CASH

The Town received certain Alberta Government grants, local municipal grants and donations that are restricted in their use and are to be utilized as funding for certain projects. Since certain projects have not been completed for which this restricted funding has been received, \$873,144 (2021 - \$833,979) of the cash on hand is not available for general use by the Town.

The Royal Bank pays prime less 1.9% interest on funds maintained in the Town's general bank account.

3. TAXES AND GRANTS IN PLACE OF TAXES RECEIVABLE

	2022	2021
Current taxes and grants in place	\$ 26,397	\$ 48,960
Arrears taxes	47,944	45,208
	\$ 74,341	\$ 94,168

4. INVESTMENTS

	2022		2021	
	Cost	Market Value	Cost	Market Value
At amortized cost:				
Federal, provincial and local government bonds	\$ 1,347,796	\$ 1,264,757	\$ 1,094,979	\$ 1,190,981
Other institutional and private corporation bonds	733,312	682,636	699,458	699,906
Guaranteed investment certificate	100,000			
	\$ 2,181,108	\$ 1,947,393	\$ 1,794,437	\$ 1,890,887

Government and private corporation bonds have effective interest rates of 1.0% to 5.6% (2021 – 1.0% to 5.6%) with maturity dates from June 2024 to December 2048.

Guaranteed investment certificate bears interest at 5% and matures October 2023.

TOWN OF HANNA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022

5. DEFERRED REVENUE

	2022	2021
Alberta Municipal Sustainability Initiative	\$ 1,313,012	\$ 1,035,396
Canada Community-Building Fund	599,359	445,740
Special Areas Board	380,023	325,000
Alberta Community Resilience Program	37,896	37,896
Centennial Place Donations	21,435	19,254
Alberta Economic Development and Trade Grant Program	20,915	20,915
Alberta Health Services grants	20,852	14,017
Donations and unearned revenue	15,150	25,150
Hector King-Hunter Pioneer Park donations	846	15,245
Family And Community Support Services	-	22,451
Emergency Management Preparedness Program	-	3,250
	\$ 2,409,488	\$ 1,964,314

Alberta Municipal Sustainability Initiative

Provincial government funding is receivable in the current and prior years to undertake certain eligible infrastructure expenditures within the Town that have not yet been expended.

Canada Community-Building Fund

Federal and provincial government funding is receivable in the current and prior years to undertake certain eligible infrastructure expenditures within the Town that have not yet been expended.

Special Areas Board

The Special Areas Board provided funding in the current and prior years for certain fire department capital projects which have not yet been expended.

Alberta Community Resilience Program

Provincial government funding was received to support the development of infrastructure to protect from flood and drought events that has not yet been expended.

Alberta Economic Development and Trade Grant Program

Provincial government funding was received to undertake expenditures within the Town under Community Action to create diversification which have not yet been expended.

Centennial Place Donations

Donations were received in the current year and prior years to undertake certain upgrades at Centennial Place which have not yet been expended.

Hector King-Hunter Pioneer Park Donations

Donations were received in the prior year for certain projects at the Hector King-Hunter Pioneer Park which have not yet been expended.

Alberta Health Services Grants

Funding was received in the current and prior year to undertake certain programs to promote healthy living within the Town which have not yet been expended.

TOWN OF HANNA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022

6. EMPLOYEE BENEFIT OBLIGATIONS

	<u>2022</u>	<u>2021</u>
Vacation pay payable	\$ 164,994	\$ 161,347
Vested sick leave payable	137,754	158,651
Banked hours payable	<u>11,374</u>	<u>4,853</u>
	<u>\$ 314,122</u>	<u>\$ 324,851</u>

Vacation and banked overtime

The vacation and overtime liability is comprised of the vacation and overtime that employees are deferring to future years. Employees have either earned the benefits (and are vested) or are entitled to these benefits within the next budgetary year.

Vested sick leave payable

The vested sick leave liability is comprised of paid sick days that employees have not used and are being deferred to future years.

7. LONG TERM DEBT

	<u>2022</u>	<u>2021</u>
Capital lease obligation	<u>\$ 229,826</u>	<u>\$ 257,633</u>

The current portion of the long-term debt amounts to \$229,826 (2021 - \$27,806)

Principal and interest repayments are as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2023	<u>\$ 229,826</u>	<u>\$ 10,036</u>	<u>\$ 239,862</u>

Obligation under capital lease is repayable in monthly instalments of \$3,440 including principal and interest at 5.50% and is due in October 2023. The obligation under capital lease is secured by certain capital equipment with a net book value of \$237,792.

The Town's total cash payments for interest in 2022 were \$13,476 (2021 - \$14,961).

TOWN OF HANNA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022

8. CONTAMINATED SITES LIABILITY

During the year, the Town has identified a financial liability as a result of contaminated sites.

The Town conducted exploratory work for future road and infrastructure improvements expected to be completed in 2023. Soil samples taken from this work were analyzed and a portion were found to be contaminated.

The extent and severity of the contamination cannot be evaluated or estimated until the associated roads are removed, so the financial liability relating to these sites cannot be reasonably estimated and no accrual has been made in these financial statements.

9. DEBT LIMITS

Section 276(2) of the *Municipal Government Act* requires that debt and debt limits as defined by Alberta Regulation 255/2000 for the Town of Hanna be disclosed as follows:

	2022	2021
Total debt limit	\$ 10,639,157	\$ 10,606,455
Total debt	229,826	257,633
Amount of debt limit unused	\$ 10,409,331	\$ 10,348,822
Service on debt limit	\$ 1,773,193	\$ 1,767,743
Service on debt	30,962	41,282
Amount of debt servicing limit unused	\$ 1,742,231	\$ 1,726,461

The debt limit is calculated at 1.5 times revenue of the municipality (as defined in Alberta Regulation 255/2000) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the municipality. Rather, the financial statements must be interpreted as a whole.

10. EQUITY IN TANGIBLE CAPITAL ASSETS

	2022	2021
Tangible capital assets (Schedule 1)	\$ 51,399,652	\$ 50,541,358
Accumulated amortization (Schedule 1)	(21,365,953)	(20,223,321)
Long-term debt (Note 7)	(229,826)	(257,633)
	\$ 29,803,873	\$ 30,060,404

TOWN OF HANNA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022

11. ACCUMULATED SURPLUS

	<u>2022</u>	<u>2021</u>
Unrestricted surplus	\$ 5,354,210	\$ 5,290,236
Internally restricted surplus:		
Operating:		
Administrative	81,500	69,500
Police	1,306	1,306
Family and community support services	21,500	11,500
Commercial building reserve	31,165	17,565
Roads and streets	119,054	119,054
Recreation	32,400	22,400
General contingency	899,165	899,165
Capital:		
Administrative	9,857	5,826
Common services		18,916
Water	520,000	452,500
Wastewater	376,500	326,500
Recreation	392,243	374,093
Fitness centre	8,781	2,781
Culture	96,796	91,796
General contingency	47,873	47,873
Fire	55,023	
Garbage capital reserve	17,249	
Equity in tangible capital assets (Note 10)	<u>29,803,873</u>	<u>30,060,404</u>
	<u>\$ 37,868,495</u>	<u>\$ 37,811,415</u>

12. TRUST FUNDS

The Town of Hanna administers the following trusts:

	<u>2022</u>	<u>2021</u>
Hiltbrand trust	\$ 20,000	\$ 20,000
Tax sale trust	57,441	57,441
Geuder Educational bursary trust	<u>64,508</u>	<u>68,498</u>
	<u>\$ 141,949</u>	<u>\$ 145,939</u>

TOWN OF HANNA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022

13.SEGMENTED DISCLOSURE

The Town of Hanna provides a range of services to its ratepayers. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with the following in the preparation of the financial statements as disclosed in Note 1.

Refer to Schedule of Segmented Disclosure (Schedule 6)

General government includes council and other legislative and general administration. Protective services includes police, fire, disaster and emergency services, and bylaw enforcement. Transportation includes common and equipment pool, roads, streets, walks and lighting, storm sewers and drainage, and airport. Environmental services includes water supply and distribution, wastewater treatment and disposal, and waste management. Public health and welfare includes family and community support and cemeteries and crematoriums. Planning and development includes economic development and subdivision land and development. Recreation and culture includes parks and recreation, libraries, museums and halls, and recreation boards.

14.BUDGET DATA

The unaudited budget data presented in these financial statements is based upon the 2022 operating and capital budgets approved by Council. Amortization was not contemplated on development of the budget and, as such, has not been included. The chart below reconciles the approved budget to the budget figures reported in these financial statements.

	<u>Budget Amount</u>
Revenue	
Budgeted revenues	\$ 8,368,668
Less:	
Transfer to other funds	<u>(636,073)</u>
Total revenues	<u>7,732,595</u>
Expenses	
Budgeted expenses	8,368,668
Less:	
Transfer to other funds	(588,899)
Capital expenses	(1,266,200)
Total expenses	<u>6,513,569</u>
Excess of revenue over expenses	\$ <u><u>1,219,026</u></u>

TOWN OF HANNA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022

15. SALARY AND BENEFITS

Disclosure of salaries and benefits for municipal officials, the chief administrative officer and designated officers as required by Alberta Regulation 313/2000 is as follows:

	2022			2021
	<u>Salary</u>	<u>Benefits and allowances</u>	<u>Total</u>	<u>Total</u>
Councillors:				
Mayor Povaschuk	\$ 20,209	\$ 1,069	\$ 21,278	\$ 4,033
Mayor Warwick				16,226
Councillor Beaudoin	10,883	538	11,421	10,775
Councillor Champion	5,142	22	5,164	10,835
Councillor Crowle	10,958	531	11,489	2,187
Councillor Deadlock				8,649
Councillor Jensen				8,649
Councillor Murphy	11,558	565	12,123	2,161
Councillor Olsen	10,508	516	11,024	10,824
Councillor Stickel				8,302
Councillor Thuroo	3,418	168	3,586	
Councillor A. Warwick	12,283	617	12,900	2,153
Chief Administrative Officer	150,004	16,122	166,126	167,464
Town Assessor	46,249		46,249	45,698

1. Salary includes regular base pay, bonuses, overtime, lump sum payments, gross honoraria and any other direct cash remuneration.

2. Employer's share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, long and short-term disability plans, professional memberships and tuition.

3. The Town has entered into an agreement for assessment services with an independent contractor. Total cost was \$46,249 (2021 - \$45,698).

TOWN OF HANNA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022

16. LOCAL AUTHORITIES PENSION PLAN

Employees of the Town participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the *Public Sector Pension Plans Act*. The LAPP is financed by employer and employee contributions and by investment earnings of the LAPP Fund.

Contributions for current service are recorded as expenditures in the year in which they become due.

The Town is required to make current service contributions to the LAPP of 8.45% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 12.80% on pensionable earnings above this amount.

Total current service contributions by the Town to the LAPP in 2022 were \$81,364 (2021 - \$97,876). Total current service contributions by the employees of the Town to the Local Authorities Pension Plan in 2022 were \$72,200 (2021 - \$88,000).

At December 31, 2021, the LAPP disclosed an actuarial surplus of \$11.92 billion. This amount is not specifically allocated to the participating government organizations. The 2022 actuarial balance was not available at the date these financial statements were released.

17. COMMITMENTS

On January 24, 2007 the Town became a shareholder of Palliser Regional Municipal Services Company Limited (the "Company"), a Part IX company under The Companies Act of Alberta. The Company provides municipal planning services to its members. This investment commits the Town to funding the annual operational and special needs of the company. Annually, the Town is requisitioned as a shareholder determined by the Board, in the ordinary course of business, and based on the population and the tax assessment as determined by the Town who is a shareholder. The requisition for the year was \$33,614 (2021 - \$32,635). The Town has the right to cease being a shareholder by giving 600 days notice.

The Town is committed under an agreement with the Marigold Library System to funding certain library initiatives annually based on a per capita formula. The Town provided funding during the year of \$16,062 (2021 - \$15,968). It is the understanding of the Town, that it can withdraw from the agreement at anytime by giving a one-year notice period.

During 2021, the Town signed a contract with Commercial Emergency Equipment Co. for the purchase of freightliner, which is estimated to be \$626,932. As at year end, the Town has an outstanding commitment of approximately \$564,239 with respect to acquisition of tangible capital assets.

The Town has entered into a lease agreement with Neopost Canada Limited to rent certain equipment in use by the Town. The aggregate future minimum lease payments are \$11,828 (2021 - \$18,587). The minimum lease payments for each of the next three succeeding years are as follows:

	2022	2021
Gross payments required in the first year subsequent	\$ 6,759	\$ 6,759
Gross payments required in the second year subsequent	5,069	6,759
Gross payments required in the third year subsequent	-	5,069
	\$ 11,828	\$ 18,587

TOWN OF HANNA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022

18. CONTINGENCIES

The Town is a member of the Alberta Local Authorities Reciprocal Insurance Exchange (MUNIX). Under the terms of the membership, the Town could become liable for its proportionate share of any claim losses in excess of the funds held by the exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.

19. FINANCIAL INSTRUMENTS

The Town's financial instruments consist of cash, receivables, investments, accounts payable, deposit liabilities, employee benefit obligations and long-term debt. It is management's opinion that the Town is not exposed to significant interest or currency risks arising from these financial instruments.

The Town is subject to credit risk with respect to taxes and grants in place of taxes receivables and trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the Town provides services may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk. The Town is exposed to market price risk from investments in bonds instruments whose value fluctuates with changes in quoted market prices.

Unless otherwise noted, the carrying value of the financial instrument approximates fair value.

20. BUDGET AMOUNTS

The 2022 budget for the Town was approved by Council on May 10, 2022 and has been reported in the financial statement for information purposes only. Amortization was not considered in the budget and has not been included. These budget amounts have not been audited, reviewed, or otherwise verified.

21. APPROVAL OF FINANCIAL STATEMENTS

Council and Management have approved these financial statements.

Date: April 11, 2023

Agenda Item No: 9.02

Hanna Fire Department – 2023 1st Quarter Report

Recommended Motion

That Council accepts the Hanna Fire Department 2023 1st Quarter Report for January – March 2023 and thanks Fire Chief David Mohl for his presentation this evening.

Background

The Fire Chief will be in attendance to present the Hanna Fire Department quarterly statistics for January – March 2023 and address any questions Council may have.

Communications

Report highlights may be communicated through the Town of Hanna social media program.

Financial Implications

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

Policy and/or Legislative Implications

N/A

Attachments

1. Hanna Fire Department – 2023 1st Quarter Activity Report
2. Hanna Fire Department – 2023 1st Quarter Comparison Report



Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer



HANNA FIRE DEPARTMENT

ACTIVITY REPORT

JAN - FEB - MAR

2023

CLASSIFICATION	TOWN #	RURAL #	COMBINED #
Structure Fire	0	0	0
Vehicle Fire	0	2	2
Rescue/MVA	1	6	7
Grass or Feed Fire	0	0	0
Medical Assist	9	4	13
Misc	1	1	2
False Alarm	2	0	2
Total Calls 1st Quarter	13	13	26

Calls 1st Quarter	13	13	26
Calls 2nd Quarter			0
Calls 3rd Quarter			0
Calls 4th Quarter			0

Total Calls 2023	13	13	26
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HANNA FIRE DEPARTMENT

NUMBER OF INCIDENTS MONTHLY & YEARLY COMPARISON

TOWN OF HANNA

Year	2023	2022	2021	2020	2019	2018
Jan	5	1	3	9	1	3
Feb	7	4	5	5	1	3
Mar	1	4	7	2	4	5
April		4	2	2	1	1
May		5	8	2	4	2
June		6	6	3	7	3
July		7	2	2	7	3
Aug		9	4	2	2	4
Sept		10	6	3	4	1
Oct		10	7	4	2	5
Nov		14	5	5	2	8
Dec		4	11	3	3	3

SPECIAL AREAS

2023	2022	2021	2020	2019	2018
1	4	2	1	1	0
3	3	4	1	0	1
2	2	3	2	2	2
	2	4	3	7	3
	4	4	5	1	2
	7	9	1	1	3
	3	18	1	5	12
	8	1	7	6	6
	3	9	2	5	1
	4	4	2	4	3
	2	3	2	1	2
	1	1	1	1	2

ALBERTA TRANSPORTATION

2023	2022	2021	2020	2019	2018
4	2	0	3	2	1
1	0	1	2	2	7
2	3	2	1	4	2
	2	2	1	0	1
	4	2	2	0	6
	3	3	0	1	4
	0	6	1	6	6
	2	8	6	2	4
	2	4	4	4	4
	3	4	2	1	6
	4	3	0	0	3
	6	2	3	2	2



Council Meeting Agenda Background Information

Date: April 11, 2023

Agenda Item No: 9.03

Development Permit Report – 2023 1st Quarter

Recommended Motion

That Council accepts the Town of Hanna Development Permit Statistics - 2023 1st Quarter Activity Report for information and thanks Development Officer David Mohl for his presentation this evening.

Background

The Development Officer will be in attendance to present the Town of Hanna Development Permit Statistics for the 1st Quarter (January - March 2023). This will provide an opportunity for Council to ask any questions of Development Officer Mohl.

David Mohl has been contracted by the Town of Hanna to perform the duties of Development Officer. The Development Officer authorizes and administers the Land Use Bylaw and make decisions on development permit applications in accordance with the Bylaw.

Communications

N/A

Financial Implications

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

Policy and/or Legislative Implications

N/A



Attachments

1. Development Permit Statistics – 2023 1st Quarter Activity Report

Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer



DEVELOPMENT PERMITS YEAR TO DATE 2023

Permit #	Type of Development	Address	\$ Value
1st Quarter			
D01-23	Home Occupation	207 5 Avenue W	\$0
D02-23	Home Occupation	214 1 Avenue E	\$0
D03-23	Home Occupation	710 Center Street	\$0
D04-23	Sign	#4 218 Center Street	\$3,500
D05-23	Sign	Town of Hanna Property	\$1,200
D06-23	Home Occupation	410 5th Avenue West	\$0
D07-23	Sign	332 5 Avenue West	\$5,000
D08-23	Home Occupation	608 7th Avenue West	\$0
D09-23	Application Withdrawn by Applicant		
D10-23	Home Occupation	407 Hanna Cresent	\$0
D11-23	Construction	100 Golf Course Cresent	\$155,000

DEVELOPMENT PERMITS YEAR TO DATE 2023

Date: April 11, 2023

Agenda Item No: 9.04

Emergency Management Report – 2023- 1st Quarter

Recommended Motion

That Council accepts the Town of Hanna Director of Emergency Management – 2023 – 1st Quarter Report for information and thanks the Director of Emergency Management David Mohl for his presentation this evening.

Background

Town Council has entered into an agreement with David Mohl to perform the duties of Director of Emergency Management effective January 1, 2023.

Mr. Mohl is present this evening to provide an update on the Emergency Management activities undertaken in the 2023 – 1st Quarter (January - March) and answer any questions Council may have.

Communications

N/A

Financial Implications

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

Policy and/or Legislative Implications

N/A



Attachments

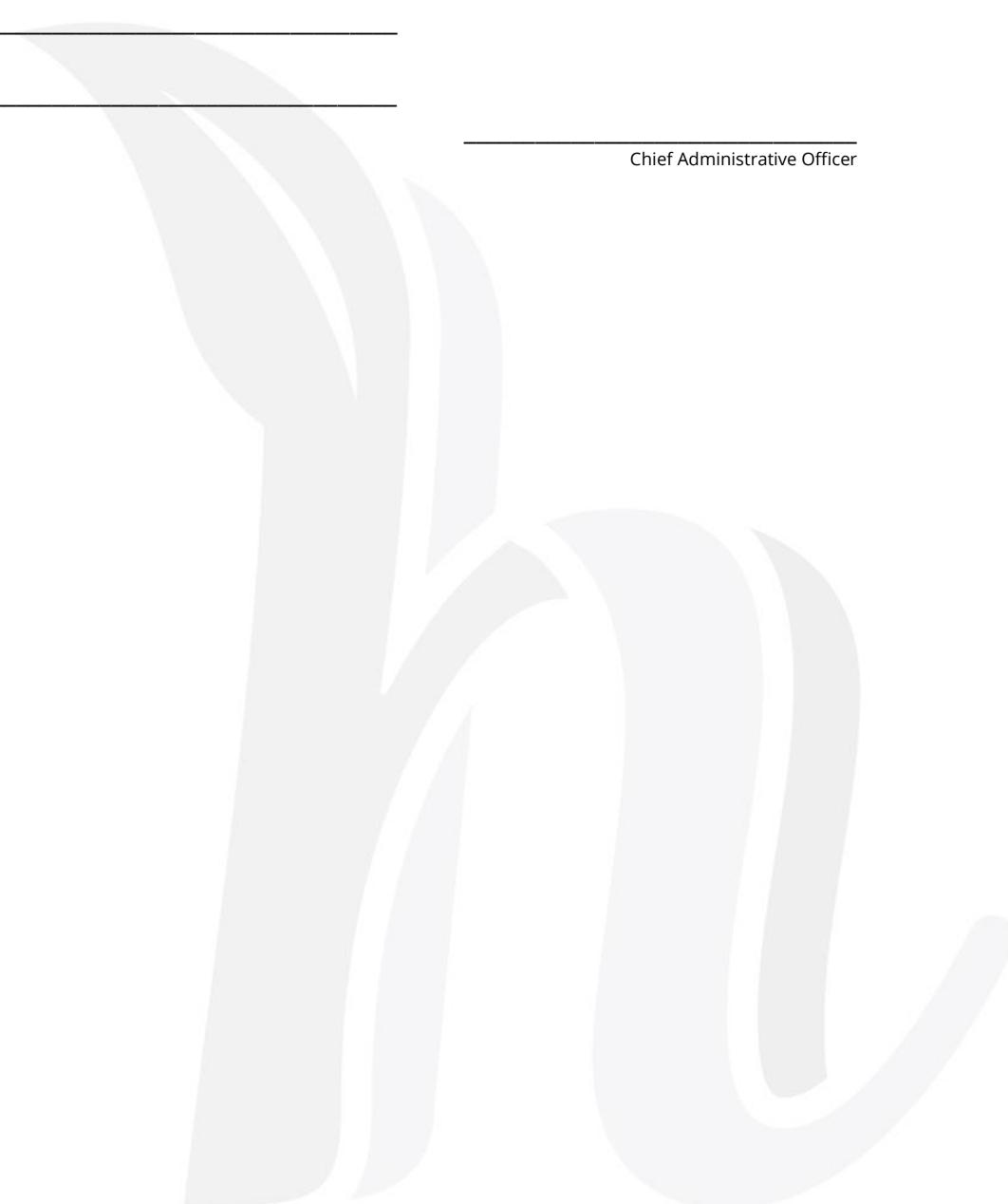
1. Director of Emergency Management – 2023 – 1st Quarter Report

Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer



COUNCIL REPORT
April 11, 2023

David Mohl, Director of Emergency Management

2023 – 1st Quarter Report

- Participated in the Municipal Elected Officials Course (MEOC) that was hosted in Hanna on March 23/23. We had one elected official from the Village of Veteran along with the entire Town of Hanna Council.
- Working with Special Areas to hold a Regional open house at the Hanna Fire Hall during Emergency Preparedness Week which runs May 7-13 this year. We are planning the open house to be on Wednesday May 10th starting at 5:30 pm.

Date: April 11, 2023

Agenda Item No: 09.05

Draft Land Use Bylaw – What We Heard Report

Recommended Motion

1. That Council accept the “What We Heard Report” for information.
2. That Council Direct Administration and PRMS to consider the feedback in the attached “What We Heard Report” and prepare an updated Draft LUB (Version 2) for first reading.

Background

The Town of Hanna and Palliser Regional Municipal Services (PRMS) began the process of reviewing the Town’s Land Use Bylaw 967-2012 in June 2022. It is common for a Land Use Bylaw (LUB) to be comprehensively reviewed and updated every 5 to 10 years, as has been the practice for the Town of Hanna in the past to ensure the LUB remains current. During the Background Research and Draft Bylaw phase of the project, it was determined that significant changes were required and desired. These significant changes require a new LUB to be prepared and adopted, rather than performing amendments to the current bylaw.

The proposed significant changes to the LUB included:

- ensuring the LUB meets the new requirements of the *Municipal Government Act* (the Act) enacted in 2019 and 2020;
- reorganization and reformatting to make the LUB easier to read and understand;
- elimination of inconsistencies and conflicting regulations;
- incorporation of new land uses and technologies;
- ensuring all uses and general terms are defined for clarity;
- ensuring the appropriate uses are listed in each district; and
- ensuring the correct districts are applied to each property (to eliminate unintentional “non-conforming” uses and buildings).

Given the extent of the changes from the current bylaw to the new bylaw, it was not possible to create a “redline” or “track changes” version, such as what may be done when an existing bylaw is amended. Instead, PRMS prepared a 15-page “Summary of Proposed Changes and



Rationale” document (Attachment 2) to provide a summary of the new LUB in more general terms. This document was published as a supplement to the Draft Hanna LUB (Version 1) to show readers how the proposed Draft LUB compares to the existing LUB, and why the changes are proposed. It allows a reader to reference sections of the current and Draft LUBs to see what the changes entail. The document also provides detailed zoning maps to show where any properties are proposed to be rezoned.

Due to the extent of differences between the current LUB and the Draft LUB, PRMS and Administration felt it was necessary to hold an open house prior to the bylaw approval process with Council. While the MGA requires the minimum of one formal public hearing be held by Council prior to second reading of a bylaw adopting a LUB, the open house allows for a more collaborative process between staff and landowners when preparing a new bylaw to ensure it can better meet the needs of Hanna’s residents and businesses.

The open house was advertised formally by the Town as an opportunity for the public to discuss the Draft LUB with PRMS and Town staff, and to provide feedback on the Draft. Letters were mailed at the end of January 2023 to approximately 115 landowners to notify them of a proposed zoning change to their property and were provided an invitation to attend the February 23, 2023, open house, or to directly contact PRMS staff by phone or email. PRMS received numerous calls and emails, as well as a few visitors to the PRMS office to discuss the proposed new zoning of their properties in the Draft LUB. PRMS and Town staff discussed landowner’s concerns prior to the open house with those who reached out to PRMS. Detailed responses were provided to those who had questions or requested additional information.

Notification of the open house was also communicated to all residents via the Town’s website, the Town’s formal social media pages, the newspaper and through the Town’s e-news subscription. Unfortunately, Town staff and PRMS understand that informal messaging was distributed through resident-controlled social media and other communication channels which indicated the evening would be a ‘Town Hall’ format with presentation starting at exactly 5 p.m. and would also be an opportunity for attendees to address issues unrelated to the Draft LUB. As a result, it was challenging to address all attendees at once in an open house format, thus resulting in a less effective opportunity for engagement than is normally experienced at an open house. However, despite these challenges and some confrontational comments, many in-depth and detailed conversations occurred with concerned residents on matters specifically related to the new Draft LUB throughout the evening. These comments are contained in the attached “What We Heard Report”.

An open house is the preferred format for in-person public engagement once a draft document such as a new LUB is prepared. It allows for detailed, one-on-one conversations with concerned residents and business owners. While the formal public hearing held later in



the process provides a “Town Hall” format, the open house allows residents and business owners to discuss matters that they may not feel comfortable discussing in front of a crowd and that are important to each individual. Surveys and comment forms encouraged the submission of written feedback to PRMS for one week after the open house as well.

As noted in the attached What We Heard Report, some of the attendees expressed a desire to have more time to provide feedback. PRMS allowed for an extension to the time to provide feedback following the open house from March 1 to March 22, 2023 and messaging as such was communicated. Seven additional survey forms were returned, one meeting was held with an individual resident, and three emails with written comments were received by the March 22 deadline.

PRMS is aware a “petition” was submitted to the Town requesting that a “Town Hall” meeting be held in addition to the open house, although the petition is not a valid form of petition under the *Act*. To be considered a valid petition the following minimum requirements must be met:

- There is a requirement to have it signed by a minimum of 10% of the population, in this case 256 people (petition submitted had 38 names).
- The petition is required to have every signature witnessed by an adult and signed opposite the signature of the petitioner.
- All petitioners are required to live in the Town of Hanna and considered electors of the Town of Hanna.

Staff are also aware that resident-led information sessions are being held. PRMS is encouraged by the amount of resident engagement in land use issues and believes it to be good capacity building within the community. PRMS encourages the Town to determine how it can use this opportunity to provide more general education about planning and development within Hanna. There are as many general questions on planning as there are comments on the Draft LUB in the attached What We Heard Report.

Following the preparation of the What We Heard Report, PRMS and Administration were originally set to analyze/respond to the comments and to prepare an updated Draft LUB (Version 2) for first reading by Council. Many landowners have expressed a desire to see a new version of the LUB to see how their concerns will be addressed in the revision and it is recommended that PRMS continue working along the original process. When a revised bylaw is brought forward to Council for first reading, Council can make any amendments to the bylaw it feels necessary prior to the public hearing. Council does not have any opportunity to make changes to the bylaw until the time that it comes forward for first, second or third reading.



However, given the number of general questions related to how planning works in Alberta and Hanna, Council may consider making changes to the LUB review process and the amount of public engagement obtained prior to a second draft of the bylaw being prepared. Any additional formal engagement processes desired by Council, such as a Town Hall or other public education processes, will be required to be Town-led. The Town of Hanna Public Participation Policy 2018-04 does not require the preparation of a Public Participation Plan for a Land Use Bylaw review process, however, V.1.f) does allow Council to direct otherwise.

Therefore, as an alternate recommendation for how to proceed with the LUB project, Council could request Administration to follow Policy 2018-04 in preparing and implementing a Public Participation Plan. Any additional feedback obtained from that process will be required to be added by the Town to the 'What We Heard Report' and will be considered by PRMS and Administration during future revisions to the Draft LUB.

Alternatives

That Council directs Administration to prepare a Public Participation Plan for Council approval and that further public engagement related to the Draft LUB is conducted. Additional feedback is to be consolidated into an updated "What We Heard Report" prior to preparing an updated Draft LUB (Version 2) for first reading.

Financial Implications

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

If Council chooses to use additional public engagement there will be additional costs that will need to be considered as part of the approved Public Participation Plan.

Policy and/or Legislative Implications

1. The Municipal Government Act regulates the process for adopting a LUB and the required content of a LUB (s.640).
2. Town of Hanna Public Participation Policy 2018-04.



Attachments

1. What We Heard Report
2. Summary of Proposed Changes and Rationale
3. Open House Poster Boards

Reviewed by and Approved for Submission to Council

Submitted by: Tracy Woitenko, Senior Planner, PRMS

Financial Review by: _____

Chief Administrative Officer

What We Heard Report

Draft Land Use Bylaw
Version 1

Town of Hanna
March 29, 2023

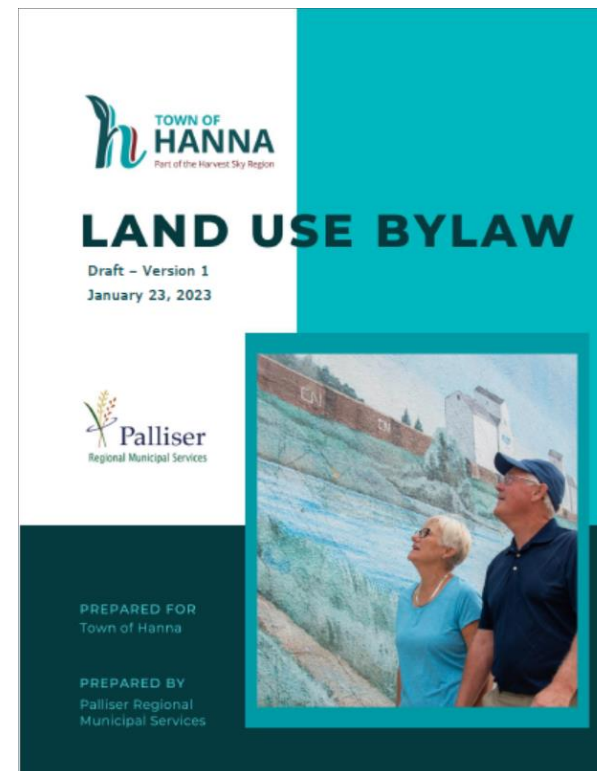


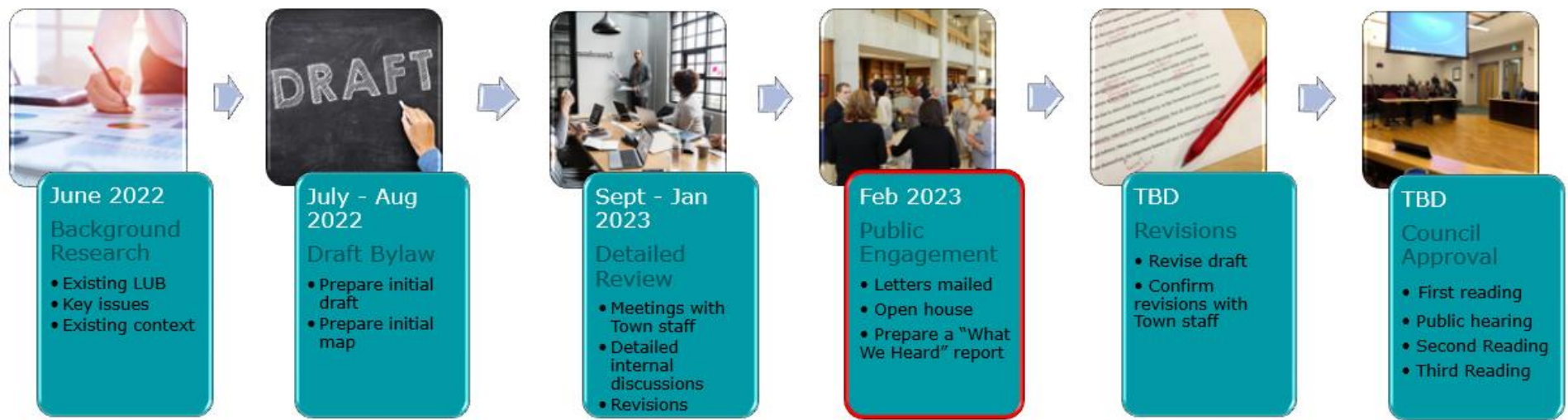
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Land Use Bylaw Review Project Summary

The Town of Hanna is working with Palliser Regional Municipal Services (PRMS) to update the Town’s current Land Use Bylaw 967-2012 in collaboration with the Town Council and its residents.

The LUB review process began during the summer of 2022 with background research, drafting a preliminary bylaw and having detailed discussions and meetings with Town staff. Due to the extent of required and proposed changes identified during this part of the process, it was determined that the new LUB should replace the current version of the Hanna Land Use Bylaw 967-2012 rather than amend the existing bylaw. In late January, the Town of Hanna released the new draft LUB to the public.



The *Municipal Government Act* requires a municipality to hold a public hearing after giving first reading to a new Land Use Bylaw. However, the Town of Hanna and PRMS determined that the extent of the proposed changes would deem additional public engagement necessary.

Letters were mailed at the end of January to each landowner where a zoning change of their property was proposed under the new LUB. Landowners were invited to discuss their concerns with staff via email, telephone or at the open house. PRMS answered numerous emails, phone calls and met with residents prior to and after the open house. The feedback gathered from these residents has been included in this report.

The Town and PRMS held an open house on February 23, 2023 to allow the opportunity for Hanna residents and business owners to have in-depth one-on-one conversations with staff and to provide and a variety of methods for giving feedback. The open house was advertised to the general public in the local newspaper, the Town’s social media feeds, and on the Town’s website.

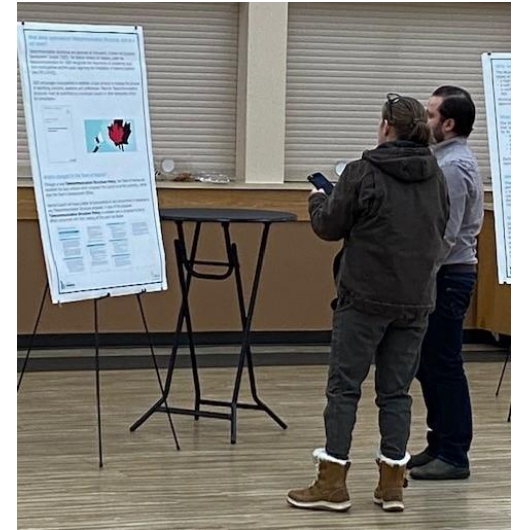
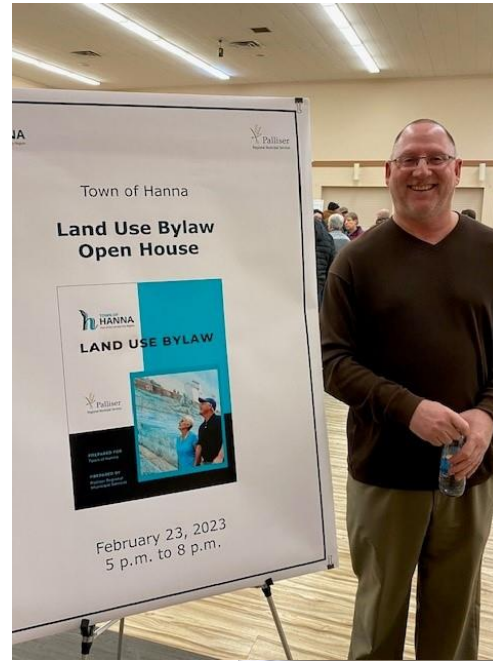
Open House Summary

The open house was designed with a flexible timeframe (from 5 p.m. to 8 p.m.) to accommodate various schedules and with many types of resources available to answer commonly asked questions. There were seven large poster boards explaining the purpose of LUBs, the LUB review process, what a LUB does not regulate, and other similar related topics. Staff members were available to answer questions on the boards, and any other LUB specific questions from the public. One staff member displayed the proposed land use district map on the wall and was available to discuss current and proposed zoning. Copies of the existing and proposed LUBs were available, along with each previous original version of LUB of the Town of Hanna starting from Bylaw 390 adopted in 1970. Copies of the Summary of Changes and Rationale, the proposed Telecommunication Structure Policy and the *Municipal Government Act* were also available at the open house.

Attendees were asked to sign into the open house and indicate if they are a Hanna resident, business owner or both. Some attendees refused to sign in. Of those individuals recorded, there were 88 people who attended the open house. Around 12% of attendees are potentially not residents or business owners in Hanna and likely came from surrounding areas. 18% of the total recorded attendees indicated they are business owners in Hanna.

Feedback on the draft LUB was gathered in a variety of ways at the open house. Attendees were encouraged to write comments on the “Rant” and “Rave” boards. Staff ensured comments obtained in conversations were captured onto sticky notes and placed on the boards. Members of Council also attended the open house and were encouraged to listen to comments made, and to encourage the attendees to put their comments in writing. Surveys were also available for residents to make comments on particular topics, which could be later submitted to PRMS or the Town until March 1, 2023.

The below images were taken during the February 23, 2023 open house.



Feedback Gathered

Some of the attendees expressed a desire for more time to review the draft LUB and to prepare comments. Due to this request, the Town prepared and issued a formal notice that the date for providing feedback on the draft LUB would be extended from March 1 to March 22, 2023.

All of the comments received prior to the open house (via phone, email and meetings) were captured and included in this report in addition to comments gathered at the open house and any comments submitted until March 22, 2023.

The feedback was then sorted into categories, which includes:

- general comments and questions related to the Draft LUB, organized by Part/Section;
- specific comments and questions related to the proposed rezoning of a property;
- survey responses;
- comments related to the LUB review process;
- Telecommunication Structure Policy comments; and
- comments unrelated to the LUB project.

All comments are written verbatim into this report. However, any personal data and names have been removed to protect personal information and privacy.

General Comments

Part A – The Approvals Process	
Section #	Comment
1.2.1	Concerns with wording of this. Especially the last line.
1.2.1	Concern with last line of purpose statement
1.3	Are all of these extensive Land Use Bylaws adequately enforced every day equally to all residents? When one can apply for 100% variance?
1.2.1except to the extent that is for the overall greater public interest! You can not infringe on individual rights, and this appears to move us to communism or, at the very least, closer to socialism.
1.6	What about grandfathering? Conforming and non-conforming? The wording appeared vague upon quick consideration.
1.6.3	The Development Authority can make a non-conforming building conforming through the granting of a relaxation of rules or requirements – why have any rules?
2.1.4	Blacks law dictionary defines a person as only a corporation. Why add individual?
3.1.3	Fences should not require a development permit
3.1.3	Permit for fence is insane
3.1.3	Solar panels should require a permit (renewable energy)
3.1.3	Should be development permit for renewables
3.1.3	Greenhouse should not require a permit
3.1.3	Is permit required for disability access
3.1.3/3.1.4	Clarification on the types of items that don't need a permit.
4.3.3	MPC should have a variance cap. 100% should not be allowed. 30% or less would be better
4.3	Variance powers – Development Officer has 10% variance powers and the MPC has 100% variance powers – again why have any rules?
4.3	Home Occupations, signs, and fences: If your rules are stated, why would you allow for flexibility or relaxation by the development authority?
4.5	Kindly clarify what a subdivision authority is?

5.3	What is a notice of referral?
5.4.3	Comma after “bylaw”. Clause is very confusing as it appears to contradict itself. A clear example may assist in some clarification.
5.4.7	Why must it be refused? What about other innovations that are unforeseen now? Why would this be restricted?
5.4.7b)	What does this mean?
5.4.8	Appears to be contradictory to 5.4.7.
5.5.2	Concerned with where you will be publishing your permits approved for discretionary use or permitted uses with a variance and the timeline.
5.6.3	Who is paying for what? Why may you have to contract with the town? Please explain c) of this section.
8	<p>Enforcement</p> <ul style="list-style-type: none"> o 8.1.3 Who exactly are the designated officers? What are official duties? o 8.2.2 Who are such other persons? o 8.3 Orders – please clarify the rules. o 8.3.3 Have the timelines been changed from 14 to 21 days?

Part B – General Regulations

Section #	Comment
9.4.1	We would like to continue storing vehicles on our private property. The cost of everything, including vehicles, is astronomical! We need to conserve and reuse what we can
9.4.1	Derelict vehicle - 30 days instead of 14. If its a legit vehicle needing work, that would be a more acceptable time frame. Seems to be the standard in many other municipalities. Would it also be valuable to have a definition of derelict vehicle? Uninsured/unregistered, non operable?
9.4.3	Seacans for storage only - not dwelling. I agree.
9.5	Why are “Apartments’ developments added to 9.5.1 but not to 9.5.2 – 9.5.4?
9.7.2	“Where a drainage swale or path is maintained & the swale shall be kept free of any obstructions?” Q. Who is responsible to maintain & keep free of any obstruction?
9.8.2 (c)	“the building be renovated to a satisfactory condition within a specified time.” Q. Who determines if the renovation is completed to a “satisfactory condition”?
9.9	No yard restrictions or permit required for universal access structures (i.e. wheelchair ramps).
9.12.11	Parking Areas At the end of this line there is an “Error Message” which needs correcting.

	<p>In the section of Parking, there doesn't appear to be any space allotted for large trucks to park, off the main roads to ensure safety for vehicles & pedestrians. Is this not the responsibility of the Business owner?</p> <p>For Example: Tim Horton's. There is parking for cars, vans & passenger trucks & space for these vehicles to through the Drive Thru. But, there is no accounting for large trucks. Since they cannot fit thru the Drive Thru & place an order, they must physically get out of their vehicle & go inside the business to place their order.</p> <p>Since transport trucks move supplies through the rural areas, they must be allowed to park safely, off the main road so they can stop for food at the various fast food establishments at the entrance to Hanna; parking along the main road creates visibility issues for vehicles & for those who may be crossing the road to their vehicle parked in the Subway parking area.</p> <p>It is not safe for large trucks to park along the main road & in some cases trucks & trailers & holiday trailers. Should there not be a designated area close to the restaurants for truck drivers & larger vehicles to park where others are not put at risk?</p>
9.15	No solar panel fields or wind towers in town limits unless on a house
9.15	Renewables - Would like 9.15.2 Removed. I would like the standard for solar in Hanna to only be attached to existing buildings.

Part C – Specific Use Regulations	
Section #	Comment
	Why not chickens (barking dogs!)
	Yes! we want chickens!
	No chickens within 300 ft of a home!
10.1.9	Accessory Building, Fabric Covered. In the examples, there is reference to “burning barrels”. Burning Barrels are not allowed in Town are they?
10.13	Small Wind Energy - Seems so restrictive that a compliant wind tower/turbine would be quite useless. I would support it being completely removed or simply state that it needs confirm to accessory building height?
10.15	Solar Power Plant - Would like this removed. I like the idea of commercial solar farms/arrays built in rural municipalities, instead of consuming our limited land inside Hanna's municipal borders. Not a good fit for an urban municipality.
10.3.2	Is a new business license also required with the new Developing Permit? If the business license was allowed to lapse because the Home Occupation no longer operates, would the Dev. Permit still be required?
10.3.3	Suggestion for rephrasing: “the applicant shall provide” a written authorization from the registered owners to the Development Authority.
10.12	Cannabis Production Facility. How would this facility fall within Town limits? If allowed in Town Limits, it should be at the outermost edge of Town limits in an Industrial Area furthest away from Residential Districts & situated such that the natural wind stream would take any smell away from the Town. I would not like to see a facility such as this within Town limits. We have experienced negative effects having a facility similar to this with the GFL facility on the SW edge of Hanna within Town limits. There should be a Remote Rural Industrial area away from populated areas
10.13	Small Wind Energy Systems Is there any long term research on Wind Energy Systems & the negative effect on the population in close proximity? Until these are placed in large centers & as described in this Bylaw with long term results provided, I do not see the value of these systems & I would be against these systems in a small populated rural center. These systems would remove the scenic value from living in a rural community. Remote Rural Industrial area away from populated areas. I am not supportive of adding Small Wind Energy Systems within Town Limits.
10.14	Work Camps The work camps must be screened in residential areas & lighting must not interfere with the existing residents to deter from their quality of life while the Work Camp is set up. Ideally, camps will be on the edge of any residential area & lighting should shine directly into the camp & not into any adjacent residential areas. They should also be made aware of the Sound Bylaw.
10.15	Solar Power Plant. People live in the rural areas to get away from Industrial Elements. Are there any long term studies to show the effect of Solar Power Plants in close proximity to residential & populated areas? These systems would remove the

	scenic value from living in a rural community. Remote Rural Industrial area away from populated areas. I feel the application for a development permit should be the 1st step in entering a community. If it is NOT well received in the community then the Solar Plant should go elsewhere. Having all the paperwork completed through Alberta Utilities Commission gives the AUC all the say in entering a community NOT the residents who have to live with this on the AUC approval which is NOT in our community. I am not supportive of Solar Power Plants within Town Limits. I may be supportive on personal solar panels installed on houses, or installed on Commercial Buildings, providing Glint & Glare will not negatively affect pilots & the use of the Hanna Airport.
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Part D – Signs

Section #	Comment
11.1	Signs should not be regulated and not require a development permit
11.1	Signs an issue. No permits.
11.1.7	Q: Is there a time frame for the removal? There appears to be a timeframe for the removal in 11.1.8 & in 11.1.9. Should be a specified time frame here too?

Part E – Districts

Section #	Comment
12.3.1	Direct Control Districts. I am the President of the Hanna Roundhouse Society & we were advised to provide a list of possible uses to Palliser Municipal Planning before our property was to be Re-Zoned to Direct Control. If we were planning a use outside the list we provided, we were to get "permission" from the Town Council to be able to proceed with that "use". "Land Uses within a Direct Control District shall be determined by Council" does not imply that the landowner has any input into what "uses" will be allowed. I would like to see there be some indication that the Land Owner has some communication with Council for proposed uses vs the uses as "determined by Council". Otherwise, the land owner may be "penalized" because a Land Use cannot be determined in a unique scenario such as the Hanna Roundhouse.
13-25	Why have all the different districts when in general, residential, commercial, and industrial are all that are generally required?
13.5	Remove animal limitations - Anyone serious about livestock won't have an unreasonable quantity.
13	If a residence has been allowed to have a certain number of "Farm Animals" prior to a change in their District, this should be Grandfathered to still be allowed that number of "Farm Animals". Where the change in the District will result in a loss of revenue with the Sale of their property, then the change to the district should be reconsidered. What is the basis of the Change in the District? Why? If the value of a property is perceived based on how the property is currently being operated & a change to the District will change the perceived value if the property were to be sold, then the landowner is being penalized based on something out of their control. If a barn is on site which can accommodate "X" number of Farm Animals

	& has been on site for years, the number of animals should be allowed until the said barn is removed, providing the barn is maintained at high standards & does not put the animals at risk. If the condition of the barn fails, the barn is removed & so is the previous association to the number of animals. At this time the Farm Animals are reviewed at the discretion of the Development Authority.
14 & 15	Changes from R2 to R1 affect allowable square footage.
14	R1 - Wider range of uses for more development
14 & 15	14.5.2 (g) & (h); 15.5.2 (g) & (h). Although it indicates that the Development Authority may be required to include enhanced design elements that add visual interest, aren't the styles of Manufactured Dwellings changes & the info in both (g) & (h) appear to be outdated & obsolete?
14 & 15	Manufactured home restrictions need more community input
15	Would like to see less restrictions on manufactured homes in R2 District. Particularly on architectural designs.
15	Can we combine R2 & R3 into one district? I don't see any major discrepancies and they seem quite compatible.
16.5.2	"Parking areas shall not be located in the "front yard"". This is different than parking in the front of the building along the street?
17	MD – Manufactured Dwelling District. There are no guidelines for Parking in this section. Should there be?
19 - 21	Changes from CT to other commercial may affect above business residences.
19	CT- restricting parking in front yard could be an issue
19	Add warehousing to CT District
21	C-2 General Business District. There are no guidelines for Parking in this section. Should there be?
22	Hwy C – Highway Commercial District. There are no guidelines for Parking in this section. Should there be? Such Commercial Uses should require Parking provisions for large trucks so they do not park along the side of the main road into Hanna. For Example, Tim Horton's. There was provision for passenger vehicles, but not for large trucks, trailers, delivery vans & Drive Thru's were not designed to accommodate larger or longer vehicles. As a result, drivers were parking along the main road into Hanna creating a safety hazards. Space should be provided for these large vehicles to park off the main road & reduce the safety issues parking along the road. These vehicles need to be able to park safely for themselves & the general public.
23	I – Industrial District. There are no guidelines for Parking in this section. Should there be? Should there be parking allowances for staff & customers?
24	CS – Community Services District. There are no guidelines for Parking in this section. Should there be? Also, Small Wind Energy System has been added as a Discretionary Use. Airport is also a Discretionary Use. The purpose of this District is defined as "To provide for recreational, educational, community & emergency services." I can understand the Airport as an

	Emergency Service, but I do not see a "Small Wind Energy System" as an emergency service or any of the other uses. Unless fossil fuels are no longer available. The Airport fits as emergency services allowing Fixed Wing planes to land for medical evacuation.
25	Urban Reserve - remove small wind from discretionary use, or leave as R1
25	UR – Urban Reserve District. Purpose for the intention "for urban development". Small Wind Energy System has been added.
13, 23, 24 & 25	Wind energy in rural acreage only, or not at all. I agree. I agree!
21	Total lot usage for C2 is currently at 40%, while in the 1970s and 1980s it was 80%. These types of changes will greatly affect a landowner's ability to operate their business if the property is rezoned after the property was originally purchased.
21/23	<p>Would it be possible to categorize Hanna into specific areas. E.g. Museum Industrial Park. Then by-laws are set up that deal with that area only. Those permitted and discretionary uses stay with that area only.</p> <ul style="list-style-type: none"> - Maximum yard dimensions stay. - Building height stays. - Maximum lot coverage stays. - The permitted uses because the lots are larger could be many and possibly added to but never deleted. - The discretionary uses should be few and possible added to but never deleted. <p>The original intent will not be compromised by by-laws that were brought into accommodate another specific area. E.G., If the part of town with smaller lots wished to accommodate infills that require different by-laws, they could still be zoned C2 or I, but then those specific customized by-laws would not affect the other C2 or I zones. Perhaps it could be zoned Downtown C2. Other examples are East C2 or East Industrial, or maybe Highway 9 C2 or Highway 9 Industrial. Implementation of this could mean that a designated zone would never become non-compliant.</p> <p>Bylaw changes that need to be addressed by Palliser Planning, Town Council and Hanna residents.</p> <ul style="list-style-type: none"> - Palliser Planning and town council are in error if they change a bylaw that adversely affects a compliant business enough to make the business non-compliant. - when changing a bylaw consideration of "Grandfathering" previous by-law portions must be considered as to not impede a developed, functioning business. - By-laws for subdivision etc. are created and all parties should adhere to them. If someone wants to do an endeavor that does not fit, they need to be informed no, it is not permitted under the by-law.

	<ul style="list-style-type: none"> - The Town's responsibility is to have properly zoned areas available so potential buyers have an option of buy a property that does fit. This may mean developing new subdivisions or risk the possibility of attracting a business. - A new planning draft is a long-term endeavor that takes in past, present and future considerations. - Planning is not "asking someone which of these preventable situations that have been previously created would you like to be in"?
23	Industrial uses have changed. Unsure of why some of the name changes and unsure of where butcher shops would appear under.
21/23	Over the years, there is a pattern for C2 and Industrial to have many permitted uses moved to discretionary and back up to permitted and vice versa. C2 and Industrial have both had items switched back and forth between each other also. A few years ago, there was a debate in town regarding a house being built in a manufactured home park. Eventually the house was built, and therefore it appears that this house was granted 100% nonconforming status before it was built. It has been stated that the proposed LUB update will get rid of incorrect zoning of current buildings, however, I have not had time to confirm this statement or have not been educated on exactly what this is addressing. If this statement could be clarified with an adequate number of examples, it would be appreciated.
23	Why has an adult entertainment facility been included in one or more of the districts? Would these types of items that are not explicitly listed be something that one could propose through a development permit and the community members would be allowed to have their say as to if this new type of establishment would be accepted? - this would probably be only in the commercial or industrial districts anyway. It could be any new type of establishment – this one caught my eye.
25	Renewable energy systems are also a concern as is Urban Reserve. These areas deserve further clarification and understanding.
26.6.1	<p>I'm not sure if this is of any value, but there is not mention of the Hanna Roundhouse Society which is the entity which operates the Provincial Historic Resource. I will provide it regardless since the Town does not operate the Provincial Historic Resource (the 1913 Canadian Northern Railway Roundhouse) & the information provided within the District information implies that it does.</p> <p>As President & Founder of the Hanna Roundhouse Society, I will provide you with some information regarding this Provincial Historic Resource since we were not consulted with the description in the District details. Your details imply that the Town is working on the RH restoration work & they are not. They are supportive but the Town is not directly involved with the work, consultations, etc.</p> <p>I, with support of the small group of volunteers, have completed all the grant applications; completed the application for the Provincial Historic Resource Designation; all communication with Alberta Culture regarding Ministerial Request for Approval applications, any restoration, renovation, repairs & updates; communication & paperwork with Architect, Engineers &</p>

	<p>Contractors for work completed & work being considered; completed applications for permits (excluding for our sign; completed our Charity Application; completed the Casino Application; site manager for contractors; provided documentation, history & progress information for all Business Plans/studies done by various groups & much more. The Town was not involved in any of this paperwork.</p> <p>The Town was involved in organizing the Fire Safety Work required for the HRS to operate as a venue for Public Gathering & “Temporary Assembly”. They gathered Palliser Regional Municipal Services, Superior Safety & I was able to bring in Heritage Fire Engineer & experienced Architect who were finally able to make a decision to Rezone our property from Industrial to Direct Control since we were not able to get a decision made by Superior Safety & the Town Development Authority & we were not able to hold events from 2016 – 2019. We were deemed “Not Safe” because our zone was Industrial & we completed the request for rezoning in 2018 & found the zoning was complete through the Town CAO & did not receive a notification from PRMS.</p> <p>The Town has been very supportive & I have communicated with the CAO on many occasions regarding pavement material dumped on the yard & they offered assistance with removal; regarding a former CN building in the Town storage space; assistance with snow removal to access the roundhouse to accommodate an Engineer assessment. The Town has also provided Letters of Support for the Hanna Roundhouse Society Restoration project for grant applications. The HRS has not asked the Town for financial support.</p> <p>The Hanna Roundhouse Society (HRS) owns, manages, maintains & plans restoration/conservation work with the building/property, etc. It works with a Heritage Conservation Advisor with the Historic Resources Management Branch of Alberta Culture directly. When the Hanna Roundhouse Society wants to do conservation work, we consult with the Advisor & prepare a Ministerial Request for Approval before work can be done. Since the work typically involves an Engineer Report, the HRS organizes & makes plans with the Engineering company. The Town of Hanna may consult with Provincial Authorities on a very occasional/minimal basis. The Hanna Roundhouse Society works with the Provincial Authorities regarding any work done with the Hanna Roundhouse. If permits are required, the Hanna Roundhouse Society submits all the paperwork required & provides the required communication to the Town of Hanna Authority.</p>
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Part E – Definitions

Section #	Comment
27	what does (existing) mean
27	Please clarify a Cannabis Production Facility? (as opposed to Heavy or Light Manufacturing)

Specific Comments Related to Property Zoning

Address	District Change	Comment
518 1st Ave W	From CT to C2	The owner called on the phone. He said he can't make the meeting on the 23rd, but he does not see anything in the proposed change that would negatively impact them. The building is used for storage. The current district does not allow for storage, but the proposed C2 District does which would make the use conforming.
220 1st Ave E	From MH to R2	The owner called on the phone. The property is currently vacant. The owner appeared supportive of the new district as it gives more options for future development and reduced time (uses are permitted rather than discretionary).
401 & 403 3 Ave E	From C2 to I	PRMS staff met with the landowner multiple times. The owner provided written comments and a survey. Generally, the owner indicated they would prefer to be in the C2 District exactly as it was written in Bylaw 390 as adopted in 1970. The owner understood that the previous wording in the 1970 bylaw cannot (for legal reasons) be written the same, but that the intent of the 1970 C2 district would likely be equally as good of a solution.
514 2nd Ave W	From CT to C2	Sent concern in email that C2 District does not have Worship Facility listed as a use in C2 (it is there in CT). This change would make the church a non-conforming use. Request to add Worship Facility as a use to the C2 District.
602 2nd Ave W	From CT to C2	The owner called on the phone. He wondered if the LUB change would impact his property taxes. He indicated that an increase in property taxes would impact the sustainability of his business.
109 3rd Ave W	From C1 to CT	No concerns with storefront on Main street in C1 (114 2nd Ave W). Concern that the related warehouse located to the north of the retail store is not a listed use in the CT district. Request that warehousing (indoor storage) is added as a discretionary use to the CT District.
102 & 104 1st Ave W	From C1 to CT	No concerns.
503 2nd Ave W	From CT to C2	No concerns.
314 1 Ave E	From HWY-C to C2	No concerns. The C2 district allows for a wider range of permitted and discretionary uses.
201 Pioneer Trail	From UR to RA	Landowner expressed concerned that the proposed UR District will make her property less appealing for sale. The UR District provides more opportunity for development. The landowner does have horses, and

		would have more than is allowed in the RA district. The landowner did state that some regulation may be beneficial to keep people who don't know about horses from having too many on their property.
1002, 3rd St W	From CS to R1 (or R2)	The letter to the landowner indicated R1, the map shows R2. The change to either district is supported as it will make the Worship Facility a conforming use. Worship Facility is not listed as an allowed use in the CS District.
217 1st Ave W	From C1 to CT	The landowner is supportive of the change as the CT District has a wider range of uses.
412 Railway Ave W	No change was proposed.	The landowners questioned if this should be in a residential district rather than C2. They use next door as a business, and this property for residential storage.
318 1st Ave W	From MH to R2	An email from the landowner stated "It is my understanding that my residence will be affected by this bylaw. I found the land use bylaw available for viewing on the Town of Hanna's website to be loaded with legal jargon that was very confusing and hard to understand for the average lay person. It was not clear to me and did not answer any of my concerns. I believe that the public should be given at least 3 months to review your information. I also believe that everyone who pays municipal taxes in Hanna should have been notified about this rezoning issue. Transparency is so important if you want cooperation and trust in your system. I found this to be lacking in the way you went about it. Maybe legally your butt is covered but if you want Hanna to be worth the drive, we need to have more cohesiveness here. Just sayin'."
519 3rd Ave W	From CT to C2	A representative of the organization requested a letter to explain better how the rezoning affects the Senior's Circle (specifically if they can they remain as a use).
118 McCrea	No change was proposed.	The lot is currently zoned CT. The landowner is wondering about their use of the lot and outdoor storage. It is currently occupied by an electrical contractor.
405/403-8th Ave W	From R1 to R3	The landowner called and is supportive of the rezoning as it will make the use conforming and will allow for refinancing of the property. The owner would not like the adoption of the bylaw to be delayed.

Survey Responses

Question 1

Many properties in Hanna are proposed to be rezoned to better fit their current and future use, and to reduce the number of properties with a "non-conforming" status. You can see the proposed zoning of your property on the Land Use District map in Part G, and the details of each zoning district in Part E.

Has the zoning of your property changed in the updated Land Use Bylaw? How do you feel about the proposed change? If your property zoning did not change, how do you feel about your current zoning?

Responses

I feel things are fine in town with the current zoning. If someone is looking to apply to change to run a home business then they should go through an application process and the community should have a say pending circumstances of the particular type of business.
Yes it changed. Not worth the effort. I need to learn about all the changes. Because the open house and this sheet does not even address 1/4 of our population. I consider it all Null and Void. People need more time.
The rezoning is not being explained. Lack of information leads to distrust. The government has proved that there is always an ulterior motive. I believe this is to benefit the government NOT the people of the town.
No
No zoning change
Zoning is ok
I rent
No comment
My property hasn't been rezoned, however, the adjacent property to me, between 3rd St W & Argue Drive is proposed to go to Urban Reserve from R-1. I agree to the rezoning. But I don't want to look out that window and see any kind of power production on that land. Current proposal would allow discretionary use to include wind power. My fear is if it stays the same, it will open the door in the future to include solar. Remove "small wind" to discretionary and I don't see a problem on that parcel.
No not bordering the proposed changes. I have some reservations concerning some of the changes. I am currently ok with my zoning, however, the proposed changes may be a future concern for all residents including myself.
I don't understand many of the new bylaw changes I would really like to see an open town hall question and answer meeting. Explain and answer to everyone at once and in detail.
Not that I know of.

Question 2

The Town is required give notice to the owners of adjacent properties when a development permit is issued for a discretionary use permit or where a variance is approved. What is the best way to notify you?

Please rate each option below, 1 being your most preferred method and 3 being your least preferred.

- A letter in the mail.*
- An advertisement in the local newspaper.*
- A sign posted on the property.*

Responses

	Top choice	Second Choice	Third Choice
A letter in the mail	16 of 18 responses		
An advertisement in the local newspaper		3 of 9 responses	6 of 9 responses
A sign posted on the property		6 of 9 responses	3 of 9 responses

The top choice is a letter in the mail, followed by a sign posted on the property. An advertisement in the newspaper is the least preferred option.

Additional Comments:

- Every resident and every business invited to and given a chance to speak at a new meeting, where all questions and answers are heard by everybody
- what newspaper
- notice to the owners of adjacent properties - when a development permit is issued, should ONLY be notified by a letter in the mail. We have a senior population and e-mail, advertisement in the East Central Review or the posting of the property involved is not appropriate.

Question 3

The Town supports residents to be able to operate businesses from their residence to encourage economic development. How Home Occupations are regulated is proposed to change in the updated Land Use Bylaw to support this economic development while minimizing the potential impact on the neighbourhood. The proposed regulations for Home Occupations can be found in Section 10.3.

Do you currently operate a Home Occupation in Hanna? **Yes or No**

Please indicate below if you **agree** with the following statements.

Responses

1 of 16 respondents indicated they currently operate a Home Occupation.

Minor Home Occupations	# of Responses Yes	# of Responses No
do not require a development permit.	7	4
are not open to appeal by an affected neighbour.	3	7
allow for up to 11 customer visits per day, with no more than 2 customers at one time.	5	6
only occupy up to 25% of the floor area in the dwelling.	4	6
do not allow for outdoor storage or parking of large commercial vehicles.	4	6

Major Home Occupations	# of Responses Yes	# of Responses No
require development permit approval.	9	2
are open to appeal by an affected neighbour.	9	2
allow for 11 or more customer visits per day, and more than 3 customers at a time.	7	3
can exceed 25%, but not be greater than 50% of the floor area in the dwelling.	6	2
allow for outdoor storage.	6	2
allow for parking of large commercial vehicles.	2	7

Additional Comments:

- I think any bylaw that is imposed on a home biz should be a vote on the town members and community. It is important for economic growth.
- no information
- Individual rights! There is dozens of ways to handle these. This LUB affects future generations and our elderly!
- please sever all ties to the Green Space Alliance and Smart City Alliance.
- lower fees and less red tape
- limited time parking for deliveries - if this is not already addressed
- specific definitions!
- y/n highlighted above should be highly restricted in size of storage and commercial vehicles if in residential areas.
- I don't feel I can answer these questions until they have all been explained in detail.
- ?
- In my mind the divisions of Home Occupations into Minor and Major with various regulations in each is not appropriate. All Home Occupations should require a development permit and these permits should be open to appeal by an affected neighbour. As street parking always seems to be a problem, at no time should there be more than one customer at a time. These Home Occupations should not be allowed outdoor storage.
- What is major? What is minor? Dollars? Size?
- Why is there one vote for all these different issues? I am for letting people have as little government interference as possible as long as they can get along with their neighbours.

Question 4

A Land Use Bylaw can regulate the types of vehicles parked on a property in a residential district, for example large commercial vehicles or derelict vehicles. Proposed regulations are found in Section 9.4 of the new Land Use Bylaw.

Do you feel that the parking of large commercial vehicles or derelict vehicles on residential properties is an issue in Hanna that the Town should regulate? Please explain.

Responses

Yes

- If it is a something like a school bus
- My property - I can park – wherever I want. Every yard needs to be safe and not pose a health risk to close residents.
- If there are complaints
- I think it's self explanatory. Who wants a large vehicle or derelict vehicle parked in front of their home?
- Everyone has a different idea of an eyesore. There needs to be an enforceable limit - if there is a problem
- Commercial or unsightly vehicles
- Just vehicles that have no plates or unsightly vehicles or for instance you want a semi truck parked on your street.
- Yes, however, commercial vehicles should be restricted to a particular time frame to allow for deliveries during business hours. Derelict vehicles required to have a "tag" - temporary permit to allow for removal/transfer to storage/repair
- Time limit – then okay
- For commercial vehicles yes

No

- If it is a stock trailer.
- I would also like container structures added to an existing building to be restricted to storage use only. No inhabitation should be allowed in shipping containers
- Unless the residential property is used as a wrecking yard it shouldn't be an issue.
- Private property. Owner decides what to store.
- I have no problem with parking on the street or at residences without on-property parking, or minor auto maintenance or repair on property.
- If you have an old vehicle you should be allowed to keep on your property.
- Short time
- Hanna has a large service industry. Hanna has trucks. If they are parked in front of their property, it means people are working. No to large vehicles that have boxes/trailers that limit the view.
- Derelict ornamental vehicles
- Private no

Question 5

*There are a number of new land uses in the proposed Land Use Bylaw. All uses are identified in **Bold and Capitalized** text. Definitions for all uses are found in Part F.*

Do you have any comments or concerns with the land uses allowed in Hanna, or the definitions of any land uses?

Responses

- Not sure why things need to change. Its your own personal property we are small town not a gated community. Unless something is affecting or harming someone's quality of life.
- I need to know what is the 'vision' of the Town of Hanna Municipal Plan?? Do you assume governing bodies have control over development of Town owned property? Taxpayers own it.
- There is not enough information to make any changes.
- Too much regulation. No longer private property since the town wants to control everything on private property.
- Prejudice should be used in favour of local developers/owners
- Yes - Urban Reserve within the town proper should have small wind projects removed from the discretionary uses - this goes as well with any solar not on top of a building. Its all about greenspace and making the town attractive. Covering areas with solar or wind is a bad idea.
- Numerous comments, concerns and questions. IMO - There should have been far more detailed information sessions on the individual changes to the Draft LUB, and more time to allow for the public to determine their point of view after meaningful sessions.

Question 6

There are also new regulations for certain land uses, such as Pet Care Services, Kennels, Solar Power Plants, Car Washes and Auto Body Shops. These regulations can be found in Part C.

Do you have any comments or concerns with the land uses allowed in Hanna, or the definitions of any land uses?

Responses

- I run a grooming business out of my home. The odd day I get a noisy client. It says no new bylaws for pet care but yes for kennels. Am I affected?
- After having been told town council do not control developments for accessing renewable resources, AEC makes those decisions - it is definitely alarming to see Solar Power Plants combined with Pet Care Services?!
- There is not enough information to make any changes.
- Too much regulation
- Prejudice should be used in favour of local developers/owners
- No communication towers, any animal businesses like kennels or chicken coops. Re: Hygiene & health
- Numerous questions, concerns, comments regarding Solar Power Plants in particular. Especially the time frame and format, and path you have chosen to allow for inclusion of "PACE" in particular, and utilities.
- As above, no wind or solar plants within the town proper
- Solar power plants??
- Why small pet care is in with Solar Power? Do not mix staff.

Question 7

Additional Comments

Do you have any other general comments you would like to share about the proposed new Land Use Bylaw? Please feel free to attach additional pages.

Responses

- I personally feel if someone wants to put up storage in their backyard such as a storage container they are allowed. As for parking I think a time limit set would help. Sometimes coffee is essential lol. Honestly people are just trying to make a living having home based business. As for stock trailer maybe set a time like 48hr. But can't be a constant parking lot. What about vehicles that don't move for street cleaning or have been parked on the street and haven't moved in months.
- The rush thru of this process is not going to be expectable to Hanna residents. The overreach is infringing on the "greater public". Inconsistent answers destroyed any trust we have felt. Back to the drawing board!
- I feel that there is not enough information. I feel that there are hidden motives as the information is hidden or does not exist. I do not want my property changed.
- 9.5 what are the landscaping regulations locate in applicable land use districts? 9.15 it is not your prerogative to encourage alternative generation district MYOB. Just how much of the Urban Reserve can be occupied by "solar power plant". Totally against this use of urban reserve. *Just received the solar application by Pace Canada. Coincidence? I think not! I am totally against this.
- the public should have access to a public forum on this LUB!
- residential acreage - private property owners should be the ones to decide how many animals they own and how many fences. Also TOH doesn't need to know locations of each building.
- listing one thousand things you can now regulate is deplorable
- FREEDOM
- I will reserve my further comments for a more appropriate time
- The Town of Hanna has been rebranding the town as "Worth the Drive" and recently "Live the Lifestyle". Many people moved here from all over, attracted by the cost of housing and beauty of the community and its surrounding area. We are not living up to our logos if we pollute our community with miles of solar and wind projects. The least we can do is keep our town clear of them. as well, my assessed value is destined to drop if you look around my house and see this crap. Please keep our green spaces.
- Not clear on certain words. Public clarification would be good so no fake stories go around. "Development Authority" can change many things. Does that person have help from a side kick (maybe elected person)? Have to look ahead in case that person changes. Or is unable to work and another takes their place. No wind towers should in town limits. Is that Small Wind Energy Systems? I never did discover what D.P. stands for!? How many electric vehicle charging stations are allowed on a block. Too many differences in the Pace presentation. Not a good start.

- My concern is that if the Town signs up for "green" initiatives through the government or other groups and then receives funding, we will be giving up our rights to do things on our own, both as a town and as individuals within the town. I am not against trying to do things more efficiently but not at the expense of my privacy and my using common sense to look after my property, to not impose or restrict my neighbour in any way. Town Councilors should be able to vote on each individual bylaw not the whole package.
- I am concerned about the wiring or wireless that is possibly going up to connect a grid of information to a central control to do with utilities and possible surveillance. I am also concerned about the compliance to the "green" movement as in the propaganda around "man made climate change".

LUB Review Process

Comments

- Notification of tonight was not good
- Was advertised to be a town hall, not open house format
- Would like explanation on public hearing or meeting format in advance
- Older generation not receiving electronic notices
- More clear comparison of what has changed (side by side)
- Better methods of communication regarding meetings & information. Especially for the senior population who may not follow the social media platforms. Please phone, email, send letters or text
- After attendance at the public information forum held in the community centre and reviewing what material was able to be read on the very disappointing information boards I decided there must be something being hidden. After reading through the information on the links provided by the town of Hanna e-mail and reading through the Alberta Municipal Act it became very clear to me that all these documents had been written by highly paid civil servants. No elected officials can be expected to read and understand all the information held not only in these documents but all the other material they are expected to cover.
- Consider public forum Q & A Session
- The survey suggests that “many properties in Hanna are proposed to be rezoned to better fit their current and future use, and to reduce the number of properties with a “non-conforming” status.”

It appears that there is an assumption that the residents living in the Town of Hanna and the surrounding area understand Land Use Bylaws. As per the turnout at the “Open House” on February 23, 2023, and the number of people attending community meetings to investigate and understand the LUB, one would conclude that residents and interested parties are not familiar with Land Use Bylaws, and the excessive and significant number of changes contained within the proposed change may not be fully understood to make an informed consent.

Meaningful engagement with residents is essential to ensure the community is informed and aware of happenings in town. Many community members were not aware of the proposed LUB until the beginning of February of 2023. It appears the implication is that 100 letters adequately included all residents who would be affected by this proposed LUB change, however, the extensive proposed changes in this document will affect all town residents and those who may wish to purchase properties in the future. This only allowed people about 3 weeks to understand the numerous proposed changes and format.

Prior to attending the open house, there was an understanding or expectation that there would be a presentation allowing for the community members to ask questions in a group format so there would not be a need to have questions repeated. However, upon arrival the participants were instructed to sign in and only connect with Tracey Woitenko, however, the advertising indicated “You are invited to attend the open house and discuss the draft with Palliser and Town staff.” There was not enough time for each resident to connect with 1 person and have their questions adequately addressed.

Other municipalities have had from 6 months to 1 and a half years of community engagement prior to the 1st reading of the proposed changes to their LUB. It would appear that many residents and interested parties may require a significant more amount of time to

review these amendments. You will probably find that, upon consultation, many residents will provide excellent responses and solutions to issues in town.

This is all that I have had time to observe in my studies and is not complete, in my opinion. I have not had time to compare it to the 2012 original LUB and would appreciate more time and explanation to follow through with the changes between the years. It would be appreciated that a document would be prepared to show, side by side, the current bylaw and the proposed bylaw and your explanation of each change in the middle. (This would be different than the summary type currently provided.)

It appears that the proposed LUB was presented to council during a 5-hour evening meeting. Many counsellors are more familiar with these documents, and it appears this time was necessary for their understanding. One would then predict that the residents may require just as much, if not more time, to ask questions and understand this document too.

I would also like to state that, despite my residing 20 minutes out of town, I have elderly parents in town and, at some time, I may look at purchasing property in town. Should I not be familiar with your LUB system and all the rules that residents are instructed to follow, I would not be making an informed decision. I would request that non-residents be respected in our concerns with amendments to LUBs, especially in municipalities that are in close proximity to residences outside of the town boundaries.

Should one be open to considering my opinion, I would be opposed to the passing of this proposed LUB in its present form as, under the first timeline proposed and the March 22nd date, there was not enough time to meaningful consider and educate myself on these changes, and there are multiple and excessive changes being proposed in one document that appear to have areas of concern or misunderstanding. One would assume others living in the community boundaries would also have similar concerns.

Should any of the above concerns be more appropriate to forward to council or town administration, please let me know. As I was concerned about meeting your deadline, I will most likely forward them myself either way.

- It has been stated that the current state of the districts is clearly disjointed, however, it appears that the proposed LUB may contain the same disjointed labelling without adequate attention.

Questions

- Who helped prepare the LUB? Who are the consultants? What are the future goals of Hanna?
- What is the experience of the Planners and what they can contribute to the Hanna LUB?
- What is the role of MPC, PRMS and the Development Officer?
- How does the bylaw adoption and amendment process work? Isn't the 2012 bylaw up to date with the recent 2022 amendments and shouldn't need to be reviewed?
- What is the FOIP process?
- What are the background reasons for all the changes in the Land Use Bylaw in Hanna? Is it really being forced on us by the Alberta government Municipal Act: maybe the voters need to demand change in the Act. The Act as I read it does not seem to differentiate between the tiny Town of Hanna and the city of Calgary. Is it really necessary to have us in Hanna being under the same control by planners as in a large city? I am very tired of civil servants writing the rules for us poor illiterate members of the population. We do have elected officials and that is supposedly how democracy works, not this totalitarian we are smarter than the population and we will decide what is best for them.

- From 1970 until 2002, the larger LUBs were changed on average every 5 years. Since 2002, they have been amended in 2012 and then proposed in 2023. Why have they only been reconsidered every 10 years over the last 20 years.
- It appears there are other documents to which the LUB must follow. The MDP is about 10 years old. Would it not have to be updated prior to the LUB?
- Bylaws - do the councilors have to vote on everything as one lump?

Telecommunication Structure Policy Comments

- Can you also shed some light on the "letter of concurrence" for the telecommunications policy? The policy reads like towers won't need any kind of approval if they are under 15 m. That policy doesn't read near as well as the LUB.
- The Telecommunications Bylaw was also proposed at the same time as the LUB, however, it took some time before I was aware this was being proposed at the same time. There could be further explanations to clarify this document and its changes too. What is a letter of concurrence or non-concurrence?

Comments Unrelated to the Land Use Bylaw

- You put up these sheets
- Ever since the protest in Ottawa and the resulting application of the Emergencies Act, every thinking Canadian is no longer fully trusting any level of government, the judicial system, the banks or our police forces.
- \$250 permit for fence
- Hanna is the right size, it should not expand
- What is the current bylaw on demolition of fire damaged properties?
- No smart cities, no 15-minute cities
- All bylaws should be in general terms so everyone can understand not just lawyers
- It is every community residents business
- Door Prizes?
- Peace Officer access without a warrant. (Try it). I agree! no trespassing!
- I don't agree with \$250 permit, we are getting hooped with taxes leave us alone
- Priority given to local interests for purchase or development. Hanna < Alberta < Canada < Foreign
- What Hanna residents are looking for & not getting is lower permit fees and less red tape
- Concern with the purpose and intent of the LUB "without infringing on the rights of individuals for any public interest except to the extent that is necessary for the overall greater public interest." & its relation to covid.
- As concerned citizens we are angered about the wasteful and unnecessary overreach of the Town and its council upon us all. I for one do not consent to this overreach, refuse to enter any contract regarding the new LUBs, 5G technology, solar power, surveillance or sharing any of my personal info in regards to Digital ID. It's here already eg. MyAlbertaID, Digital health records, my medical status, tax information. Town and councillors' roles are to provide services for the community and to collect taxes as appropriate. We are blessed to have great services available here. Maintenance is also a big role. If there is \$\$\$\$ to spend improving our community it needs to start with repairing streets and sidewalks that are unsafe for anyone using mobility devices. I can speak on that personally as I spent almost a year in a wheelchair or with a walker. I have a motorized chair and I could not use any of the sidewalks on just 2nd ave. It's dangerous trying to get onto the street and worse to get back onto another sidewalk. We are an aging community and if I couldn't get myself around I can't imagine what it's like for someone with more disabilities than I have. If we take care and maintain the town we have already, who cares what color my front door is, or how big a front window! If anyone thinks these new LUBs are to simplify our lives, remove or change wording, trying to make bylaws clear and understanding, you are not hearing what the citizens are saying. Stakeholder own the land in this community, not municipal governments and your stakeholders are not appreciative of being talked down to, of suggesting more surveillance is for OUR benefit or that changing a few thousand words will in any way improve our daily lives.

Next Steps

This “What We Heard Report” has been provided to Council for information and will be used by PRMS and Town staff to prepare a revised Draft LUB (Version 2).

During the bylaw approval process, residents and business owners will have the opportunity to provide their feedback directly to Council at the public hearing prior to second reading if any parts of the revised LUB are not considered satisfactory. Council can make amendments to the bylaw at any of the three readings to address any outstanding concerns.

The Land Use Bylaw comes into effect after it receives three readings. An effective date will be chosen and written into the bylaw for transparency and clarification. It was anticipated the new Land Use Bylaw could be in effect by May 1, 2023. With the additional time being added to the process to gather feedback, a new date will need to be determined by Council.

Proposed LUB Section #	Proposed Change	Existing LUB Section #	Rationale
PART A - THE APPROVALS PROCESS			
1.2.1	Updated statement for the purpose of the LUB.	Part 1, Section 1	Included reference to MDP vision and public interest.
1.4	Included provisions for the transition process to the new LUB.		Important to include details of how and when the new bylaw takes effect with respect to existing permits being processed. The date will be just following third reading, for example the first day of May 2023.
1.5	Included provisions for other legislative requirements in the Administration section.		Important to include a statement that there may be other requirements that are not municipal (e.g. Alberta Transportation, ALGC) that an applicant/developer must comply with.
1.6	Removed all statements that are contained in the Municipal Government Act. Allow for additions to non-conforming buildings.	Part VII, Section 13	The Act allows for additions to non-conforming buildings in a LUB. This is important in Hanna, where buildings may have been built prior to LUB regulations. Will allow for additions to a building, rather than requiring demolition and construction of a new building at the discretion of the Town.
1.7	Included a severability clause.		Standard LUB clause included to indicate that if any part of the bylaw is found invalid by the courts, that the remaining bylaw are not affected.
2	Included interpretation clauses.		Standard clauses added on how the LUB and its provisions are to be interpreted. It is important to define the difference in “shall/must” and “may”. It is also important to note that “should” is not an appropriate word to use in a LUB. This section also outlines the different fonts used throughout the LUB. Bold words reference defined uses, whereas <i>Bold and Italicized</i> words reference general terms that are defined terms. It highlights to users that the meaning of those words can be found in the definitions section.
3.1.3 and 3.1.4	Separated the types of uses that do not require permits and ensure all uses are listed.	Part III, Section 2	Some developments do not require a permit, and do not need to meet the LUB regulations (e.g. uses exempted by the Act). Some developments also do not require a permit, but still need to meet the LUB regulations (e.g. landscaping).
3.1.3 (c)	Removed requirement for a permit for Telecommunication Structures.	Part III, Section 2	The new federal approval process requires extensive public consultation, or as directed by a municipality in a policy of Council. A separate Telecommunications Policy will be provided to Council for approval. The new process requires Council to issue a letter of concurrence, not a Development Permit issued by a Development Officer.

Proposed LUB Section #	Proposed Change	Existing LUB Section #	Rationale
3	Removed requirement for permit for some home occupation types and other common uses with no or minimal impact.	Part III, Section 2	Minor home occupations (e.g. home office), renewable energy systems, electric vehicle charging stations and similar uses would not require a permit as they have little to no impact on the neighbours.
4.2	Include all duties of a Development Authority and clarification of roles.	Part II, Section 3	Clarification of the required notices that must be issued by the Development Authority, when a permit can be refused to be accepted or refused to be deemed complete. Clarification of the difference in roles of the Development Officer and the MPC.
4.5	Include all duties of the Subdivision Authority.	Part II, Section 4	Clarification of the required notices that must be issued by the Subdivision Authority. Removal of all statements that are already in the Act.
5.1	Clarification of development permit application requirements.	Part III, Section 3	It is very important under the Act to define the exact application requirements to deem an application complete. Taking a damage deposit under s. 3.1.(l) of the current LUB has been deleted. Security can only be taken pursuant to a development agreement entered into pursuant to s. 650 or 655 of the Act, or as specified in a Council Policy.
5.2	Clarification of notice of complete application requirements.	Part III, Section 3(2)	The Act requires this detail to be specified in the LUB.
5.3	New section specifying when a notice of application or application referral is required.	Part III, Section 7 (1)	A notice of application is not a requirement of the Act. The new LUB specifies when this is required, as it should be consistently administered. Clarification that a notice of application or referral is required prior to a decision on the application. The order of these sections has been updated to reflect the proper DP application process.
5.4	Consolidation into one section of how decisions are made on permit applications.	Part III, Section 4 & Section 6	This new section contains all the requirements and possibilities for issuing decisions in one place independent of who the Development Authority is. It also describes temporary permits and similar use permits.
5.5	Clarification of the notice of decision process.	Part III, Section 7 (2)	The Act has very specific requirements to be in the LUB related to the issuance of decisions. Specifically, how a notice of decision is issued relates to the appeal period. The Town has chosen that the date a notice posted in the newspaper starts the 21-day appeal period clock.
5.6	Conditions of approval that can be issued pursuant to a DP.	Part III, Section 4 (5) to (10)	Having clear direction on what conditions of approval can be placed on a DP is very important. In particular, the only conditions that can be placed on a permitted use permit are those that are explicitly stated in the LUB.
5.7	Commencement and completion of development clarified.	Part III, Section 8	Including a specific timeline for when a development must be completed (e.g. 3 years) provides more opportunity for enforcement action if this is not explicitly stated in the LUB. Clarification of what activities constitutes “commencement of development”.

Proposed LUB Section #	Proposed Change	Existing LUB Section #	Rationale
6	Simplification of the appeals procedure section.	Part IV	The Act and Regulations contain all requirements related to the development and subdivision appeals process. It is not recommended to duplicate these in the LUB.
7	New stand-alone section related to amending the LUB.	Part V, Section 3	The current regulations are buried in the enforcement section.
8	Addition of required regulations related to bylaw enforcement of the LUB.	Part V, Sections 1 & 2	Clarification of the enforcement process, including entry and inspection, stop orders, and the issuance of violation tags and tickets. These are complex processes and must be done correctly to stand up in an appeal or court proceedings.
PART B – GENERAL REGULATIONS			
9	Creation of an entire new section related to general regulations that apply to all sites and all developments.	Part VII	The current LUB mixes general regulations that apply to all uses and in all districts, with specific use regulations. They have been separated into two sections for ease of use.
9.1	Addition of clarifying statements of how the general regulations apply.		Clarification that where a general regulation is inconsistent with a regulation in a district or the specific regulations (Section 10) that the district regulations or specific regulations take precedent.
9.2	Updated terminology and section title for how a development is designed and appears.	Part VII, Section 5	To ensure the regulation for how a development looks is easier to interpret and employ in permit review and decisions.
9.4	Addition of regulations for prohibited development.		Potential addition of regulations for derelict vehicles, and large vehicles. Clarification that shipping containers are prohibited in residential districts, unless they are used as part of the structure of a building.
9.5	Removal of general landscaping regulations.	Part VII, Section 9	Clarification of when screening applies to development. Landscaping regulations are located in applicable land use districts rather than the general regulations.
9.6	Addition of relevant regulations to utilities and servicing.	Part VII, Section 19	Inclusion of regulations to ensure that utilities are provided and there is adequate capacity in the systems, that stormwater is adequately designed and managed, and to ensure impacts on the wastewater system are acceptable or mitigated.
9.7	Updated regulations related to lot grading and drainage.	Part VII, Sections 3 & 4	The LUB must conform with provincial regulations, as well as contain viable conditions to impose at development permit stage. Lot grading is important to establish at subdivision and confirm that the development meets the engineering design requirements.

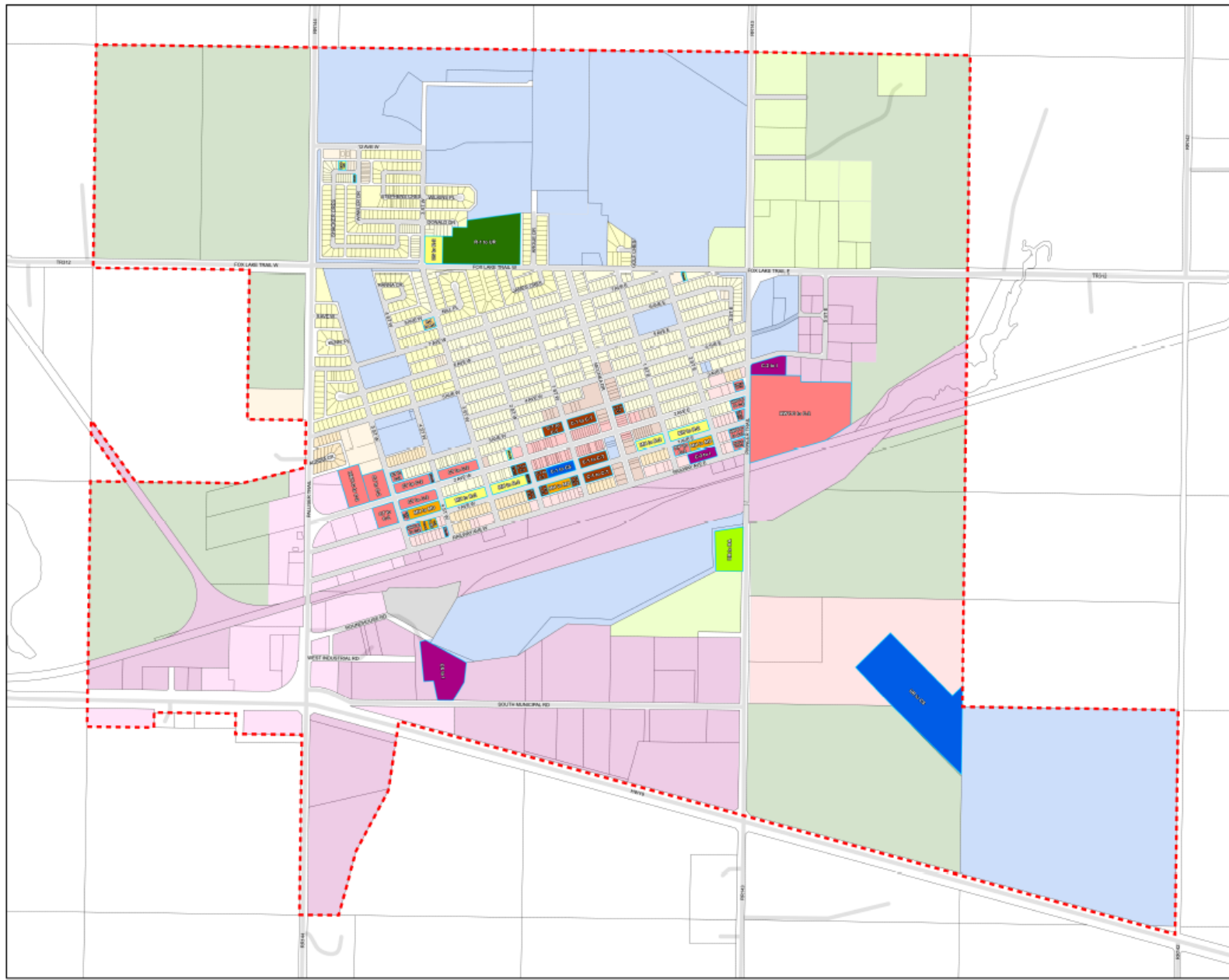
Proposed LUB Section #	Proposed Change	Existing LUB Section #	Rationale
9.9	Clarification of how the permitted projections regulations apply to development and images to illustrate.	Part VII, Section 12	It is currently unclear how the permitted projections apply to what developments. Definitions have also been created for each projection, and the illustrations help with interpretation of the regulations.
9.10	Clarification that fences require a permit.	Part VII, Section 7	The requirement to obtain a development permit for a fence is not a standard requirement of a LUB. The maximum height of a fence in a non-residential district has been added.
9.11	Clarification of the property yards and setbacks on corner lots.	Part VII, Section 8 & 20	The current LUB does not have one section with this information. It specifically regulates corner lots and uses illustrations to help with interpretation.
9.12	Combine two sections into one (parking and loading) to simplify and ensure all uses have an associated parking requirement.	Part VII, Sections 10 & 11	It is important to ensure that the parking regulations are clear and easy to use. Also, every use must be listed in the parking and loading regulations, especially permitted uses. The loading regulations have been simplified. The size and shape of parking stalls have been included.
9.14	Addition of a section related to drive-throughs and vehicle-oriented designs		There are currently no general regulations for drive-throughs. The potential impact of traffic issues related to these developments should be considered and addressed at development permit approval.
9.15	Changed from a ‘use’ which must be approved separately to a general regulation.	Part VII, Section 25	Alternative energy generation is highly encouraged and should not require separate development permit approvals. This does not include energy production systems (i.e. wind or solar farms) which are not listed as a use in the Hanna LUB.
PART C – SPECIFIC USE REGULATIONS			
10	New section for specific use regulations.	Part VII	For ease of use, the regulations that apply to specific uses have their own separate section from the general regulations.
10.1	Deleted the “storage structure” use and added regulations to the Accessory Building use pertaining to shipping containers.	Part VII, Sections 6, 6a & 26	It is challenging to determine the difference between an Accessory Building and a Storage Structure, so the Storage Structure use has been deleted. The regulations for Accessory Buildings have been updated to include fabric covered buildings and shipping containers.
10.2	Addition of an entire section related to Accessory Dwelling Units.		The current LUB does not contain any regulations for Accessory Dwelling Units (e.g. secondary suites and garden suites).
10.3	Two levels of home occupations have been created – major and minor.	Part VII, Section 16	To support economic development in Hanna, the LUB has been updated to make it easier for minor home occupations that have no impact on adjacent properties to operate (i.e. no permit required). Major home occupations are discretionary in each residential district, and would be allowed to use up to 50% of the dwelling for the business, and would be allowed to operate in an accessory building and have outdoor storage.

Proposed LUB Section #	Proposed Change	Existing LUB Section #	Rationale
10.5	Renamed the use to 'Manufactured Dwellings' and created a new definition.	Part VII, Section 18	The Manufactured Dwelling use now contains all buildings that are manufactured in a factory and have a CSA label. They also must meet building code for their placement on the site. The uses for Modular, RTM, Moved On, Park Model have been deleted. The more appropriate way to regulate these types of dwellings is via regulations in the appropriate land use districts.
10.6	New use and regulations related to "Pet Care Services".		This is a common use for municipalities to have, and to regulate in the land use bylaw due to potential impact on adjacent properties. There are no regulations in the current LUB.
10.7	New regulations related to "Kennels".		The current LUB contains Kennels as a use, but does not have any specific regulations. Due to potential impact on adjacent properties, it is important for municipalities to have guidance when issuing permits.
10.8	New regulations related to "Auto Body Shops".		The current LUB contains Auto Body Shop as a use, but does not have any specific regulations. Due to potential impact on adjacent properties, it is important for municipalities to have guidance when issuing permits.
10.9	New regulations related to "Gas Bar and Service Stations".		The current LUB contains Service Station as a use, but does not have any specific regulations. Due to potential impact on adjacent properties, it is important for municipalities to have guidance when issuing permits.
10.10	New regulations related to "Car Washes".		The current LUB contains Car Washes as a use, but does not have any specific regulations. Due to potential impact on adjacent properties, it is important for municipalities to have guidance when issuing permits.
10.11	Updated Cannabis Retail Sales regulations.	Part VII, Section 31	The provincial regulations for Cannabis Retail Sales now contains statements related to home education programs.
10.12	New use and regulations for "Cannabis Production Facility".		This is not a current use in the LUB and there are no regulations.
10.13	Updated Small Wind Energy System regulations.	Part VII, Section 24	The regulations have been updated to be consistent with the wording and terms used in the remainder of the new LUB.
10.14	Updated Work Camp regulations.	Part VII, section 28	The regulations have been updated to be consistent with the wording and terms used in the remainder of the new LUB. The requirement for a Work Camp to be located in proximity of the related development has been removed.
PART D – SIGNS			
11	New entire section related to Signs.	Part VII, Section 15	Signs are different enough than other developments that they now contain their own administration, application requirements and regulations.

Proposed LUB Section #	Proposed Change	Existing LUB Section #	Rationale
11.1	New section related to the administration of Sign permits.	Part VII, Section 15 (1)	The current LUB section contains a mix of Sign administration regulations and Sign regulations. The general Sign regulations are now in Section 11.4. This helps users to locate and use each type of regulation.
11.2	New section related to Sign application requirements.		The current LUB does not specify what is required to make an application for a Sign permit (except for Portable Signs). The requirements for a Development Authority to make a decision on a Sign permit is different than other types of development.
11.3	New section related to Sign specific definitions.		To be consistent, the new Sign section contains its own administration and definitions sections.
11.4	New section related to Sign specific general regulations.	Part VII, Section 15 (1)	The current LUB section contains a mix of Sign administration regulations and Sign regulations. The general Sign regulations are now in Section 11.1. This helps users to locate and use each type of regulation. Regulations that are related to a specific Sign type are contained in Section 11.5.
11.5	New section which defines and illustrates each Sign type.	Part I, Section 2	Appropriate Sign types have been created and illustrated to help users determine which Sign type they are proposing.
11.6-11.15	Each Sign type has its own section of regulations.	Part VII, Section 15(2) to 15(12)	Repetitive statements that are contained in the general Sign regulations have been removed from each specific Sign section. Bench Signs and Community Information Signs have been deleted. These Signs would be on public property and are better regulated through a policy of Council.
PART E – DISTRICTS			
12.2	Clarification of how district boundaries are mapped.	Part VI, Section 2	The current and proposed land use map does not show the district boundaries to the centre line of the road. The regulation has been updated to match the mapping.
13	Updated R-A Residential Acreage District uses and regulations.	Part VI, Section 4	The updated RA District allows accessory buildings to be located in a front yard, and clarifies that Farm Animals are an allowed use in this district. The Farm Animal regulations have been moved from the general regulations section to this district, as these regulations do not apply to any other district. The minimum parcel size has been increased from 0.2 ha (0.5 ac) to 0.6 ha (1.5 ac) to better reflect the intent of this district. The smallest RA parcel is currently 0.54 ha (0.2 ac). The maximum parcel size has been increased to 4.0 ha (10 ac) from 2 ha (5 ac) to reflect the current parcel sizes in Hanna.

Proposed LUB Section #	Proposed Change	Existing LUB Section #	Rationale
14	Updated R-1 Detached Residential District uses and regulations.	Part VI, Section 5	Minor home occupations have been added as a permitted use. The number of discretionary uses appears reduced, as a number of dwelling uses have been combined into the “Manufactured Home” use. Instead of regulating how a home is constructed (i.e. RTM, modular), the new LUB regulates the massing and design of the home. Subsection 14.5.1 requires all manufactured homes to have a minimum width that would be similar to buildings constructed on-site. 14.5.2 describes design requirements for manufactured homes.
15	Updated R-2 General Residential District uses and regulations.	Part VI, Section 6	Minor home occupations have been added as a permitted use. The number of discretionary uses appears reduced, as a number of dwelling uses have been combined into the “Manufactured Home” use. Instead of regulating how a home is constructed (i.e. RTM, modular), the new LUB regulates the massing and design of the home. Subsection 15.5.1 requires all manufactured homes to have a minimum width that would be similar to buildings constructed on-site. 15.5.2 describes design requirements for manufactured homes.
16	Updated R-3 Multi Unit Residential District uses and regulations.	Part VI, Section 7	Minor home occupations have been added as a permitted use. The minimum parcel widths have been corrected for duplexes and attached housing. Addition of maximum building height and density regulations for an apartment building.
17	Updated MH Manufactured Home Subdivision District uses and regulations.	Part VI, Section 8	Renamed the district to MD – Manufactured Dwelling District to match the use. Minor home occupations have been added as a permitted use. No regulations for the width or design of a manufactured dwelling have been added to this district.
18	Updated MHP Manufactured Home Park District uses and regulations.	Part VI, Section 9	Renamed the district to MP – Manufactured Dwelling Park District to match the use. The list of permitted and discretionary uses have been simplified. The regulations and accompanying design requirements have been separated and clarified.
19	Updated C-T Commercial Transition District uses and regulations.	Part VI, Section 11	The allowed uses and regulations have been updated to be more specific to the intent and purpose of the district, as a transition district between the downtown and residential areas. The land use map has been updated to ensure that the C-T District is applied to the correct properties.
20	Updated C-1 Downtown Commercial district uses and regulations.	Part VI, Section 10	The allowed uses and regulations have been updated to be more specific to the intent and purpose of a downtown. The land use map has been updated to ensure that the C-1 District is applied to the correct properties. In a small town like Hanna, the downtown is only a small area, which is then surrounded by the C-T transition district.

Proposed LUB Section #	Proposed Change	Existing LUB Section #	Rationale
21	Updated C-2 Commercial Industrial District uses and regulations.	Part VI, Section 13	The allowed uses and regulations have been updated to be more specific to the intent and purpose of commercial areas outside of the downtown, for example larger stores and light manufacturing. A greater number of uses have been added to the list of permitted uses. The land use map has been updated to ensure that the C-2 District is applied to the correct properties.
22	Updated HWY-C Highway Commercial District uses and regulations.	Part VI, Section 12	The allowed uses and regulations have been updated to be more specific to the intent and purpose of a highway commercial area. The land use map has been updated to ensure that the HWY-C District is applied to the correct properties.
23	Updated I-Industrial District uses and regulations.	Part VI, Section 14	The allowed uses and regulations have been updated to be more specific to the intent and purpose of an industrial area. The land use map has been updated to ensure that the HWY-C District is applied to the correct properties.
24	Updated CS – Community Service District uses and regulations.	Part VI, Section 15	The allowed uses and regulations have been updated to be more specific to the intent and purpose of a community service area. The land use map has been updated to ensure that the CS District is applied to the correct properties.
25	Updated UR- Urban Reserve District uses and regulations.	Part VI, Section 16	The allowed uses and regulations have been updated to be more specific to the intent and purpose of an urban reserve area. The land use map has been updated to ensure that the UR District is applied to the correct properties. Solar Power Plant added as a use to the district.
PART F – DEFINITIONS			
27	Every general term or use in the new bylaw is now defined.	Part I, Section 2	To ensure clarity of the bylaw, words are consistently used and defined throughout the bylaw. Various use names have been updated to ensure they regulate the use, and not the “user”. For example, land use bylaws cannot regulate on the basis of age or household structure.
PART G – LAND USE DISTRICT MAPS			
28	The land use district map has been updated.	Part VIII	The district boundaries have been adjusted to achieve the long-term vision of Hanna and to ensure the districts do not create un-intentional non-conforming uses. See below maps which show the proposed land use district changes.



Land Use District Map

Bylaw 967-2012 To LUB 2022 District Changes

Changes 967-2012 - LUB 2022

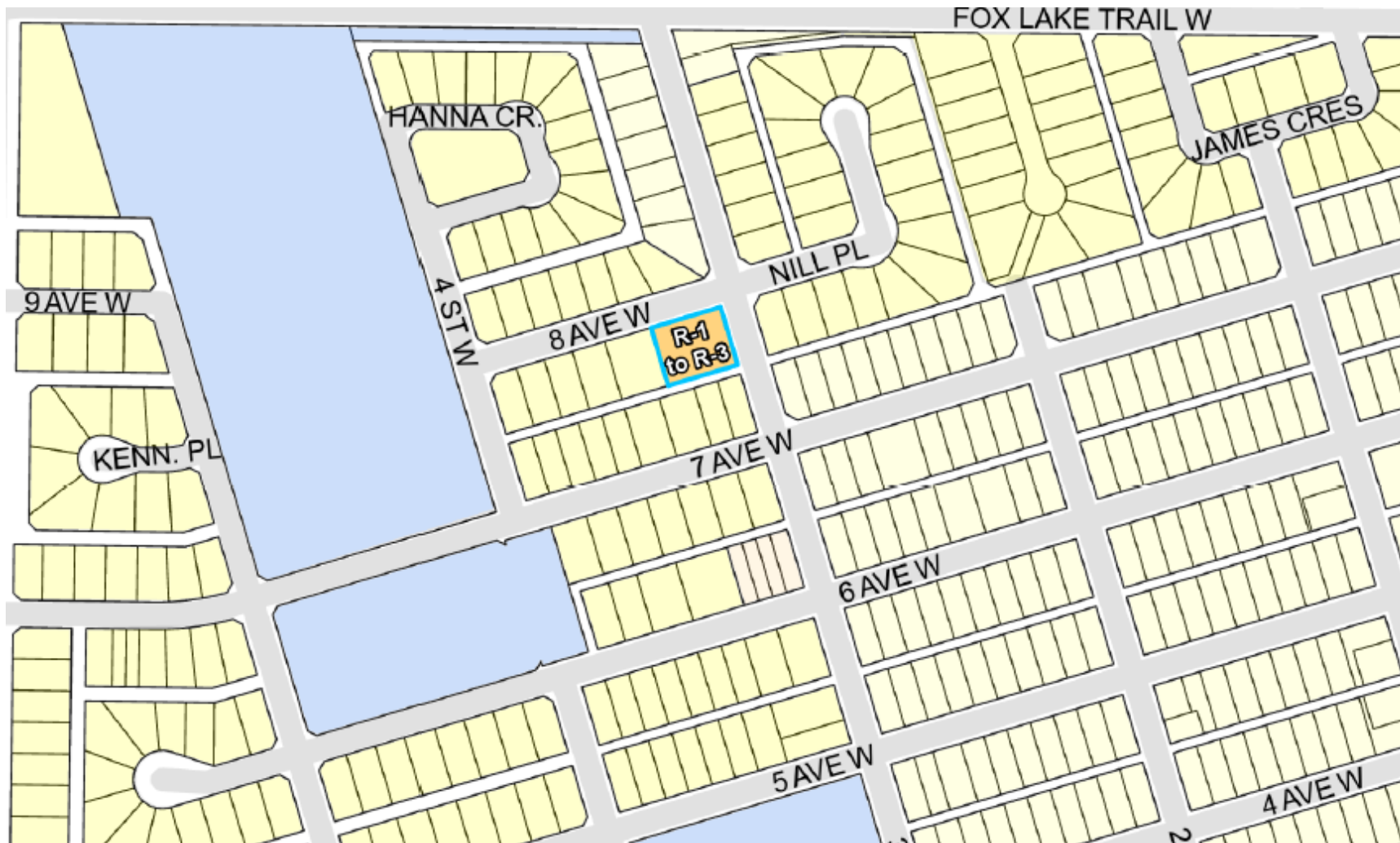
- C-2 - General Business
- C-T - Commercial Transition
- CS - Community Service
- DC 1 - Direct Control 1
- I - Industrial
- MD - Manufactured Dwelling
- R-2 - General Residential
- R-3 - Multi Unit Residential
- RA - Residential Acreage
- UR - Urban Reserve

All Land Use Districts

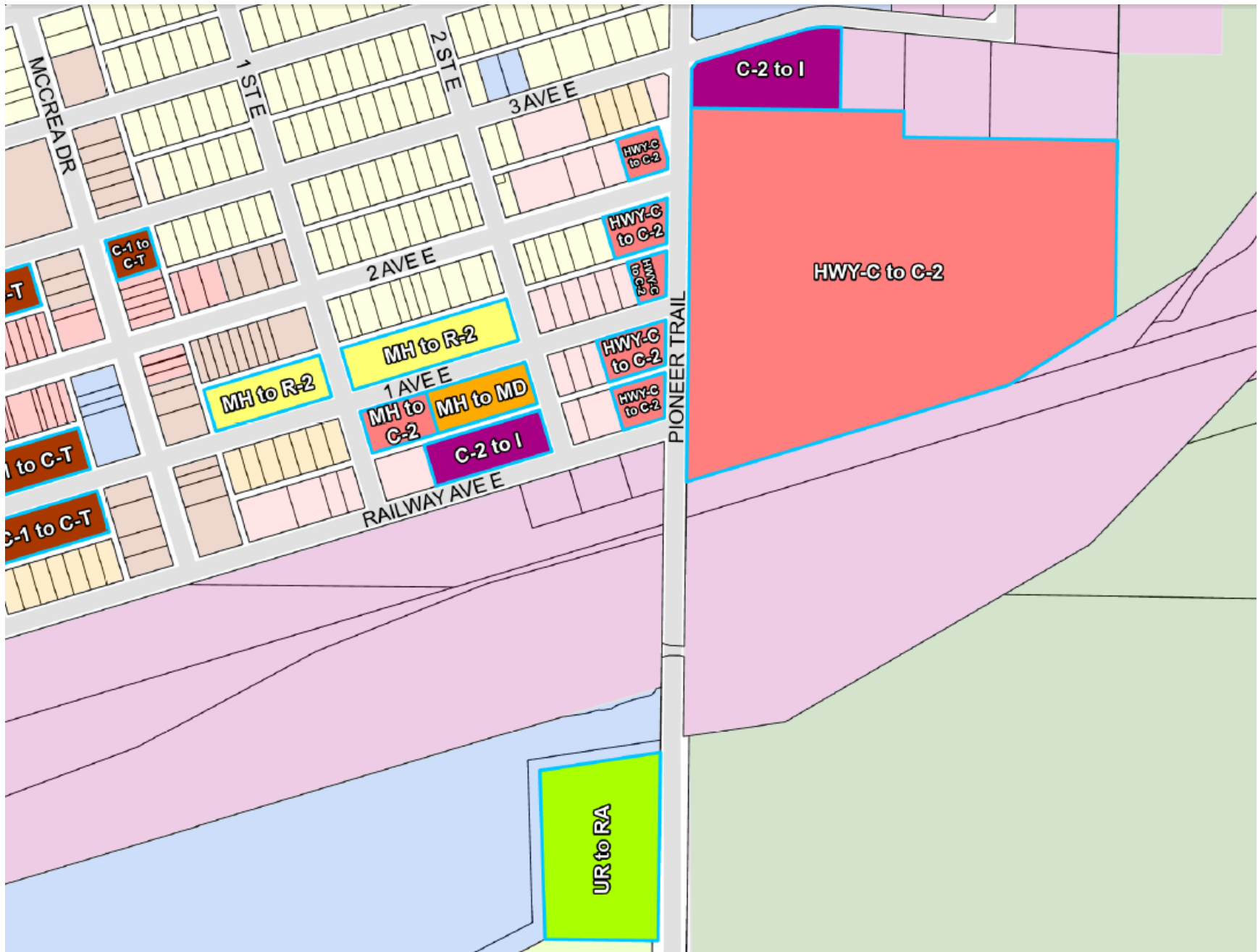
- RA - Residential Acreage
- R 1 - Detached Residential
- R-2 - General Residential
- R-3 - Multi Unit Residential
- MD - Manufactured Dwelling
- MP - Manufactured Dwelling Park
- C-T - Commercial Transition
- C-1 - Retail Commercial
- C-2 - General Business
- HWY-C - Highway Commercial
- I - Industrial
- CS - Community Service
- UR - Urban Reserve
- DC 1 - Direct Control 1
- Town Boundary
- Existing Road
- Legal Parcels

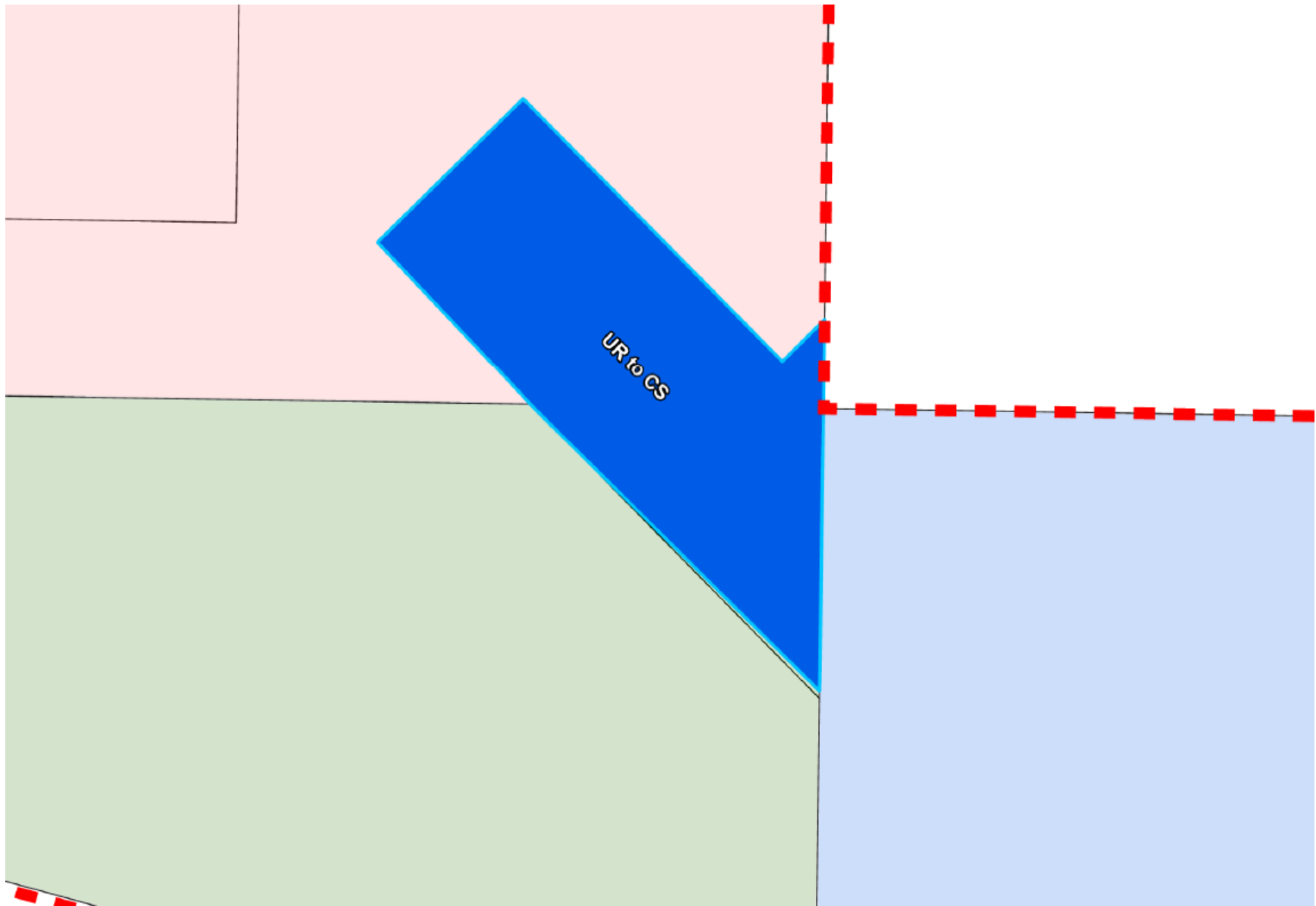


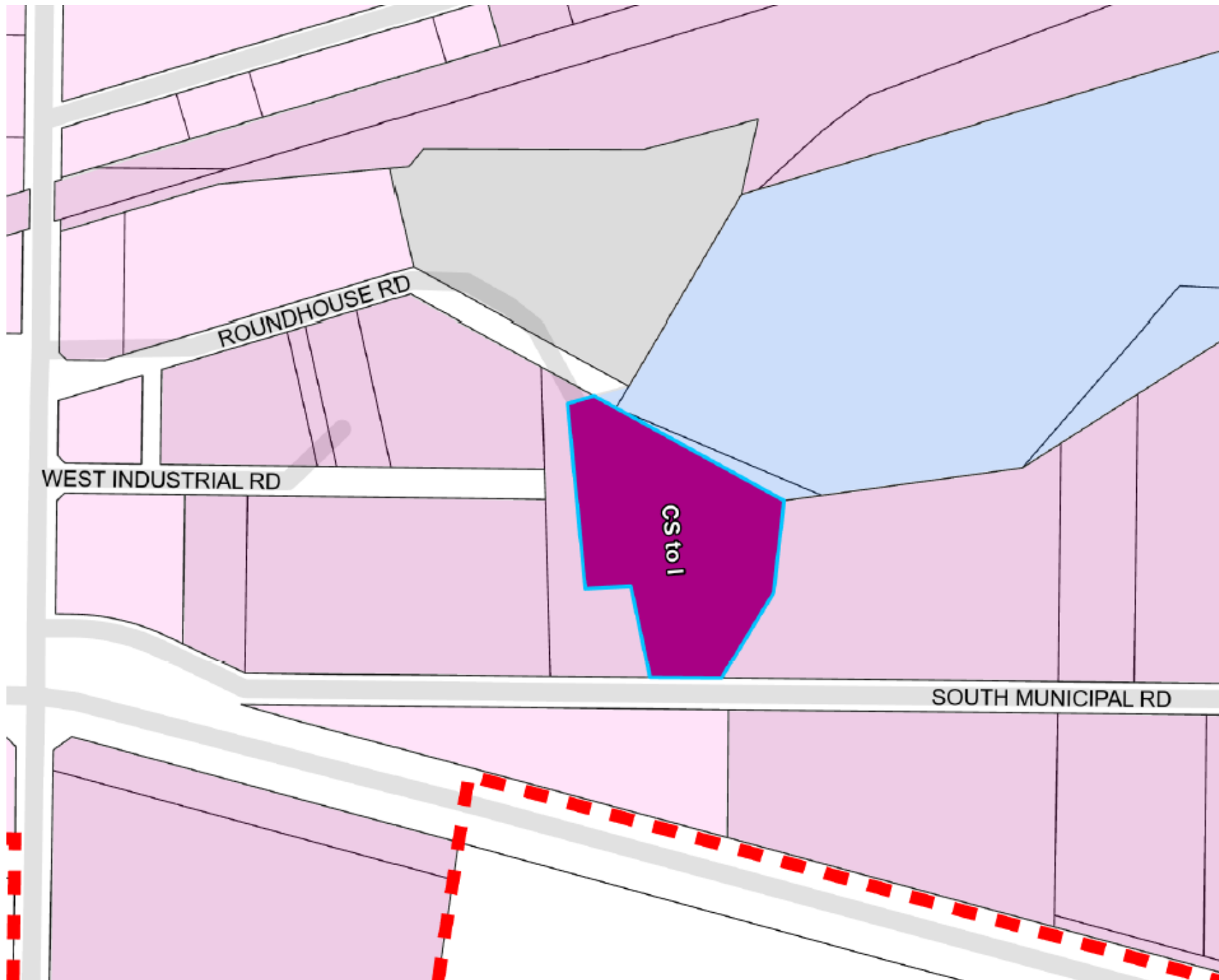






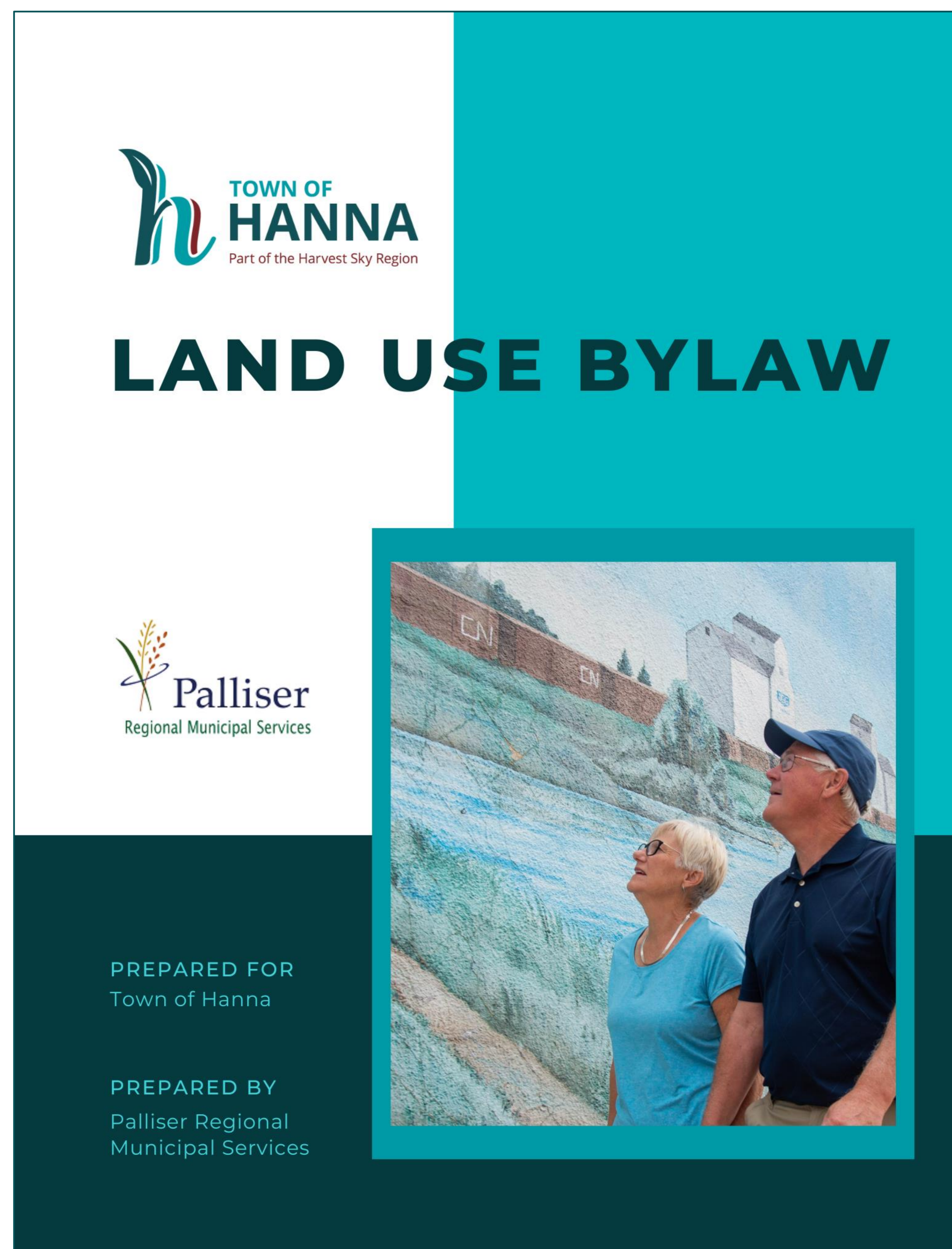






Town of Hanna

Land Use Bylaw Open House



The image shows the cover of a document titled "LAND USE BYLAW". The cover features the Town of Hanna logo at the top left and the Palliser Regional Municipal Services logo at the bottom left. A central photograph shows a man and a woman looking up at a large building under construction on a hillside. The text "PREPARED FOR Town of Hanna" and "PREPARED BY Palliser Regional Municipal Services" is visible at the bottom of the cover.

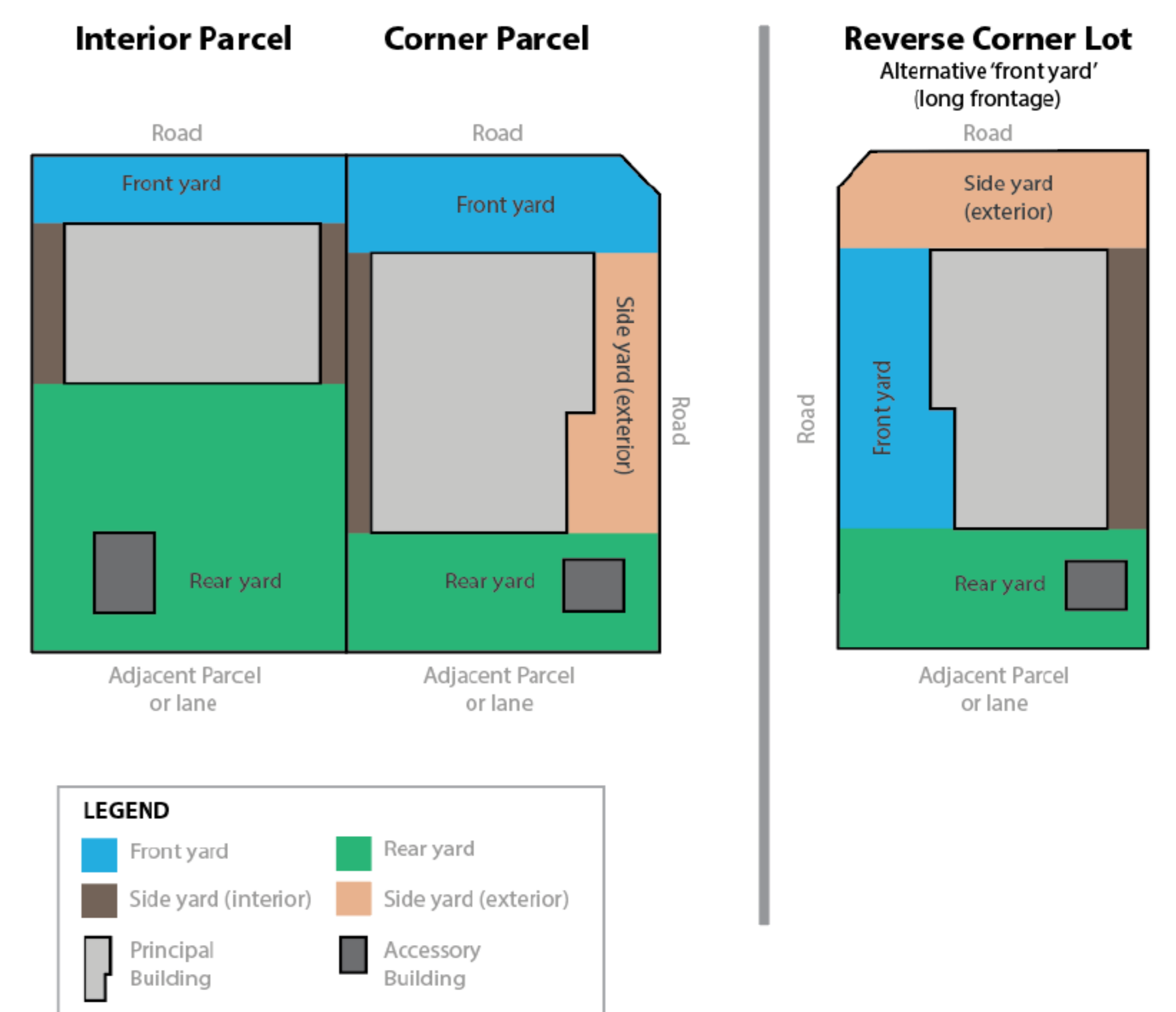
February 23, 2023
5 p.m. to 8 p.m.

What is a Land Use Bylaw?

A Land Use Bylaw directs the use and development of lands and buildings. By establishing land use districts (zoning), the LUB regulates the types of activities and buildings that can occur on any specific property.

It also contains regulations such as maximum building height and parcel coverage, corner lots and reverse corner lots, and building setbacks from property lines.

Figure 2: Corner Lot and Reverse Corner Lot



Why does the Town of Hanna need a Land Use Bylaw?

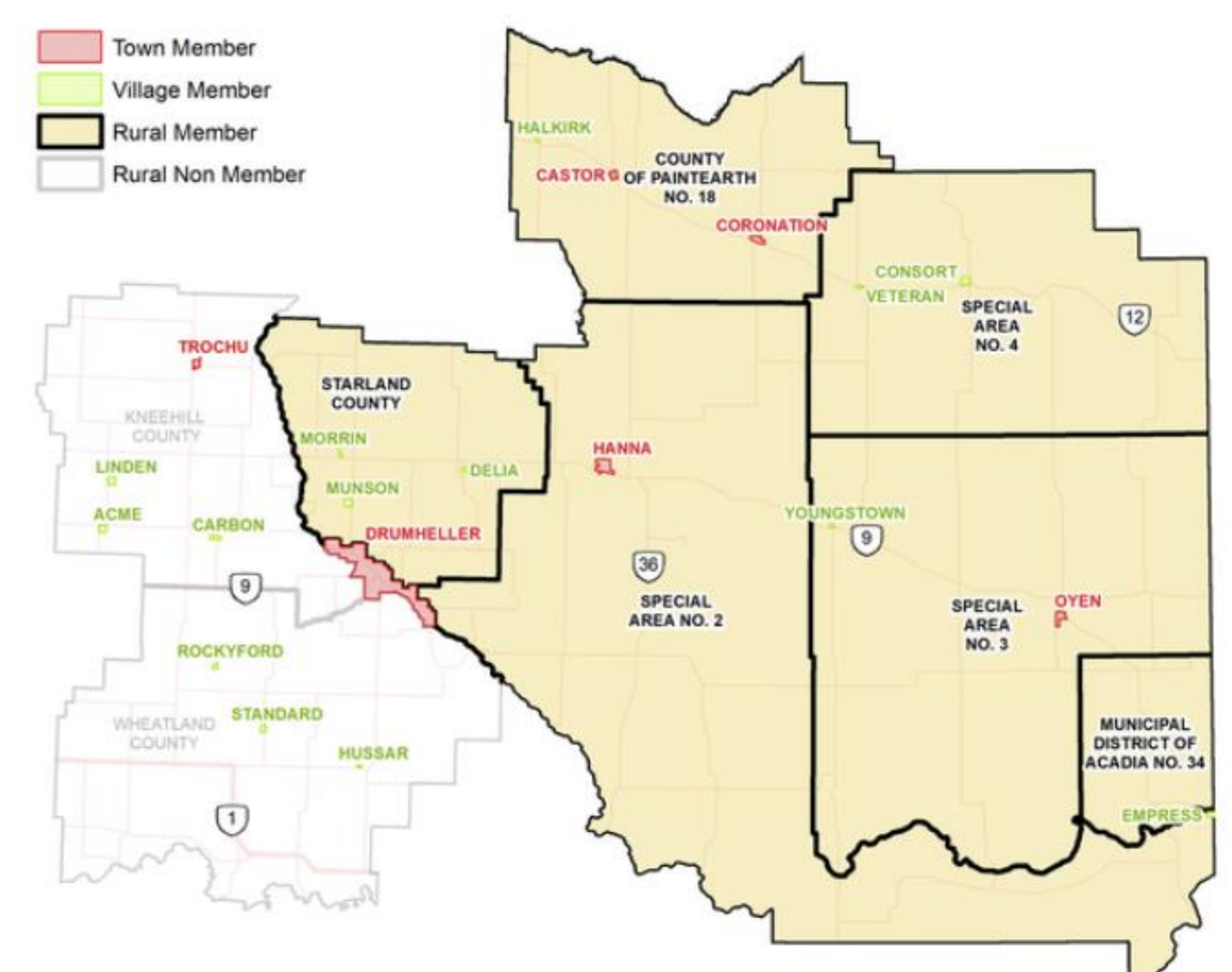
Provincial legislation requires every municipality in Alberta to have a Land Use Bylaw. A Land Use Bylaw is the tool used to implement Hanna's long-term vision on a day-day-to-day basis.

Why is the Land Use Bylaw being updated?

Land Use Bylaws are living documents that are amended on a regular basis to stay current with community needs and desires. Hanna's last major Land Use Bylaw update was in 2012. Bylaw 967-2012 has since been amended nine times.

Who is Palliser Regional Municipal Services (PRMS)?

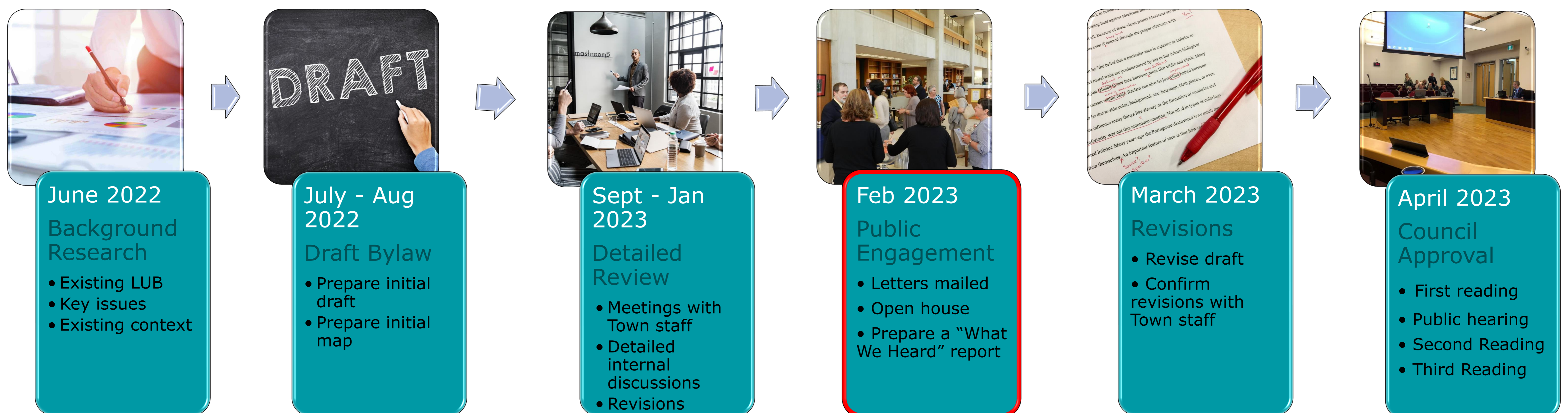
PRMS was formed when the Province disbanded Regional Planning Commissions in the mid-1990's. PRMS is a not-for-profit company owned by its member municipalities, who are the shareholders. PRMS provides planning, subdivision, mapping and safety codes (i.e. building code) services to its member municipalities. PRMS has been providing these services to the Town of Hanna over many years. PRMS member municipalities are shown here.



Is the draft Land Use Bylaw already approved?

No. The first draft has been completed and internally reviewed. A major update to a Land Use Bylaw can take up to a year to complete. It requires research, meetings and discussions, a lot of writing, getting input from the Hanna community, more revisions, and finally – the Council approval process.

What is the timeline and process for updating the Land Use Bylaw?



How can I provide input?

You can provide verbal or written comments to PRMS staff at the open house or via email until March 1, 2023. All feedback will be included in a "What we Heard" report and considered for making further changes to the draft Land Use Bylaw prior to the Council approval process.

You can also attend the Public Hearing and provide your comments directly to Hanna Town Council.

What role does Hanna Town Council play?

Council must give three readings to a bylaw before it is passed, and in the case of a Land Use Bylaw, a Public Hearing must be held before second reading is given. Council can make changes to the Bylaw at any of the three readings.

When will the new Land Use Bylaw take effect?

When the Bylaw receives three readings and is adopted by Council, it will come into effect a few weeks after the approval. The tentative effective date is May 1, 2023 but will depend on the length of the Council approval process. This extra time will allow for applications for a development permit to be prepared in accordance with the new Land Use Bylaw.

What is proposed to change in the updated Land Use Bylaw?

The draft Land Use Bylaw is significantly different from the current Land Use Bylaw 967-2012. Some of the changes include:

- ensuring the Land Use Bylaw meets the new requirements of the *Municipal Government Act*;
- reorganization and reformatting to make the Land Use Bylaw easier to read and understand;
- elimination of inconsistencies and conflicting regulations;
- incorporation of new land uses and technologies;
- ensuring all uses and general terms are defined for clarity;
- ensuring appropriate uses are listed in each district; and
- ensuring the correct districts are applied to each property (eliminate unintentional "non-conforming" uses and buildings).

A summary explaining these changes in more detail is available.

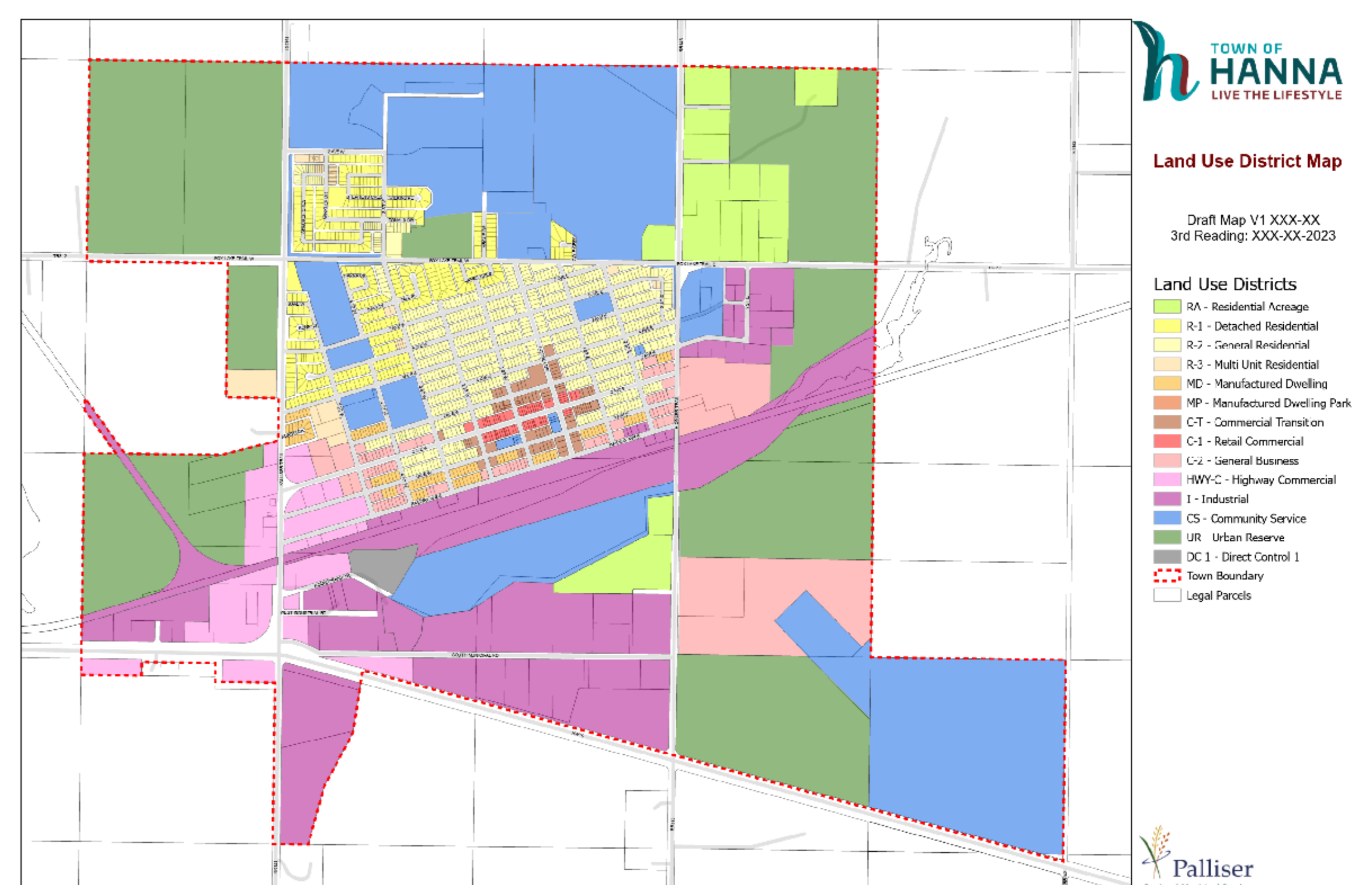
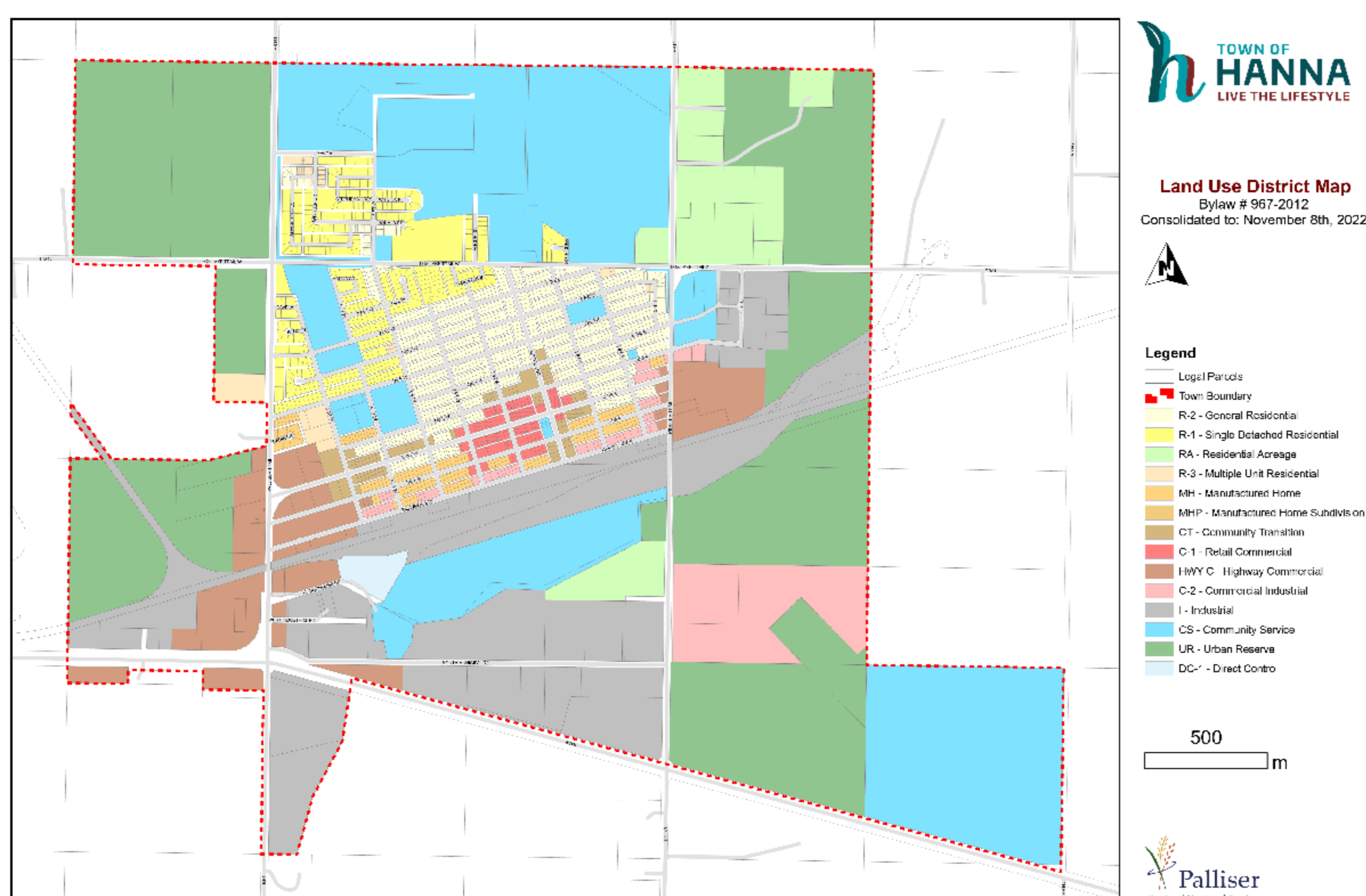
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LAND USE BYLAW 967-2012	LAND USE DISTRICTS
5. R-1 - Single Detached Residential District	
(1) Purpose The purpose and intent of this district is to provide for low-density residential development in the form of single-detached housing.	(6) Corner Lots (a) 3 to (10 R.) for dwellings abutting the flanking street on corner lots; and (b) Where access to an attached garage is from the flanking street a minimum 7.3 m (24 R.) from the street curb or 6.2 m (20 R.) from the edge of sidewalk. (6) Accessory buildings shall be sited in accordance with the General Land Use Regulations. (iv) Other uses at the discretion of the Municipal Planning Commission.
(2) Permitted Uses - Accessory Building or Use - Detached Dwelling - Public Park - Sign	(h) Minimum Rear Yard (i) 7.5 m (25 R.) for principal buildings. (ii) Accessory buildings shall be sited in accordance with the General Land Use Regulations.
(3) Discretionary Uses - Accessory Building - Fabric Covered - Bed and Breakfast Establishment - Communication Tower - Daytime Child Care Services - Duplex & Attached Housing units in evidence at the time of the passing of this Bylaw - Garden Suite - Home Occupation - Modular Home - Moved On Dwelling - Public and Quasi-Public Buildings and Facilities - Renewable Energy System - RTM Dwelling - Secondary Suite - Workshop Facility	(f) Minimum Gross Floor Area: (i) 80 m ² (1,000 sq. ft.) for one storey and split level dwellings (ii) 110 m ² (1,200 sq. ft.) for 1½ and 2 storey dwellings
(4) Minimum Requirements	(5) Maximum Limits
(a) Minimum Parcel Area: (i) 400 m ² (5,000 sq. ft.) for dwellings. (ii) Other uses at the discretion of the Municipal Planning Commission.	(a) Maximum Height (i) 10 m (33 R.) for principal buildings. (ii) 4.5 m (15 R.) for accessory buildings. (iii) Other uses at the discretion of the Municipal Planning Commission.
(b) Minimum Lot Width: (i) 15 m (50 R.) for dwellings. (ii) Other uses at the discretion of the Municipal Planning Commission.	(b) Maximum Site Coverage (i) 20% of the site area for dwellings. (ii) 50% of the site area for dwellings that include an attached garage. (iii) 10% of the site area for accessory buildings. (iv) Total site coverage including all accessory buildings shall not exceed 40%. (v) Other uses at the discretion of the Municipal Planning Commission.
(c) Minimum Front Yard: (i) 9 m (30 R.) for dwellings. (ii) Accessory buildings shall be sited in accordance with the General Land Use Regulations. (iii) Other uses at the discretion of the Municipal Planning Commission.	(c) Maximum Lot Frontage (i) 30.48 m (100 R.) for residential purposes.
(d) Minimum Side Yard: (i) 1.5 m (5 R.) for dwellings.	

14 R-1 - DETACHED RESIDENTIAL DISTRICT
14.1 PURPOSE
14.1.1 To provide for low density residential development and other compatible residential neighbourhood uses.
14.2 PERMITTED USES
14.2.1 The following uses are permitted uses in the R-1 - Residential District:
Accessory Building* Dwelling, Detached Home Occupation - Minor* Park Sign** (Sign type 3, 7) Utilities
*See Section 10 Specific Use Regulations **See Section 11 Sign Regulations
14.3 DISCRETIONARY USES
14.3.1 The following uses are discretionary uses in the R-1 - Residential District:
Accessory Building, Fabric Covered* Accessory Dwelling Unit, Attached* Accessory Dwelling Unit, Detached* Attached Housing (existing) Bed and Breakfast* Child Care Centre Cultural Establishment Dwelling, Duplex (existing) Dwelling, Manufactured* Home Occupation - Major* Public Building Worship Facility
*See Section 10 Specific Use Regulations **See Section 11 Sign Regulations
14.4 REGULATIONS
14.4.1 The minimum parcel area is 464.5 m ² (5,000.0 ft ²).
14.4.2 The minimum parcel width is 15.2 m (50.0 ft).
14.4.3 The maximum parcel width is 30.5 m (100.0 ft).
14.4.4 The minimum front yard setback is 6.0 m (19.7 ft).
14.4.5 The minimum side yard setback is 1.5 m (4.92 ft), except an exterior side yard where it

14.4.6 The minimum rear yard setback is 7.5 m (24.6 ft).
14.4.7 The minimum gross floor area of the principal building is 111.5 m ² (1,200.0 ft ²).
14.4.8 The maximum parcel coverage including all buildings is 45%, where Accessory Buildings may comprise up to a maximum of 15% of the total parcel coverage.
14.4.9 The maximum building height of a principal building is 10.0 m (33.0 ft).
14.5 ADDITIONAL REQUIREMENTS
14.5.1 The minimum width of a Manufactured Dwelling shall be 7.3 m (24.0 ft).
14.5.2 The massing, design and appearance of a Manufactured Dwelling shall be consistent with adjacent development to the satisfaction of the Development Authority, and may be required to include enhanced design elements that add visual interest such as: (a) a porch or veranda on the front facade; (b) horizontal wall articulation on the front facade; (c) the use of thick columns or brackets on roof overhangs; (d) dormers, gables, cross gables or varied pitches for articulated roof lines; (e) large or bay windows on the front facade, with strong window trim; (f) architectural features or other detailing over entrances; (g) changes in exterior siding materials, textures and colors to break up long wall expanses; and (h) the use of trim and moldings that contrast the exterior siding.



What is an IDP, MDP and LUB?

The Land Use Bylaw fits within a hierarchy of plans. It must align with the direction and policy statements in the Intermunicipal Development Plan (IDP) with Special Areas Board and the Town of Hanna Municipal Development Plan (MDP).

The Land Use Bylaw is the tool used to implement these higher-level directions in decisions that are made on a day-to-day basis through the issuance of a Development Permit. It also informs decisions on applications for subdivision.



Why aren't some things regulated in the Land Use Bylaw?

The Municipal Government Act does not allow a municipality to regulate certain types of development, including:

- a highway
- a well or pipeline
- a confined feeding operation approved under the Agricultural Operation Practices Act.

Municipalities also cannot regulate developments that are on Federal lands or are approved by a Federal authority.

What if a proposed development has a Provincial approval?

The Municipal Government Act requires a municipality to approve a development that is consistent with a license, permit, approval or other authorization granted by its agencies, including:

- Natural Resources Conservation Board (NRCB), such as dams, reservoirs and mines
- Alberta Energy Regulator (AER), such as wells, pipelines and coal mines
- Alberta Utilities Commission (AUC), such as wind and solar power generation facilities

Each of these provincial agencies have their own approval process and may have opportunities for municipal and public engagement.

Why don't some uses require a development permit?

The Town of Hanna has the ability to exempt some developments from requiring a permit. This typically includes things like renovations, maintenance and repairs to a building, landscaping, certain home occupations, renewable energy systems (solar panels on the roof of a house), certain signs, and extensive agriculture. The developments generally have no impact on a neighbour or meet the purpose and intent of every single district.

Why are there discretionary uses listed in each district?

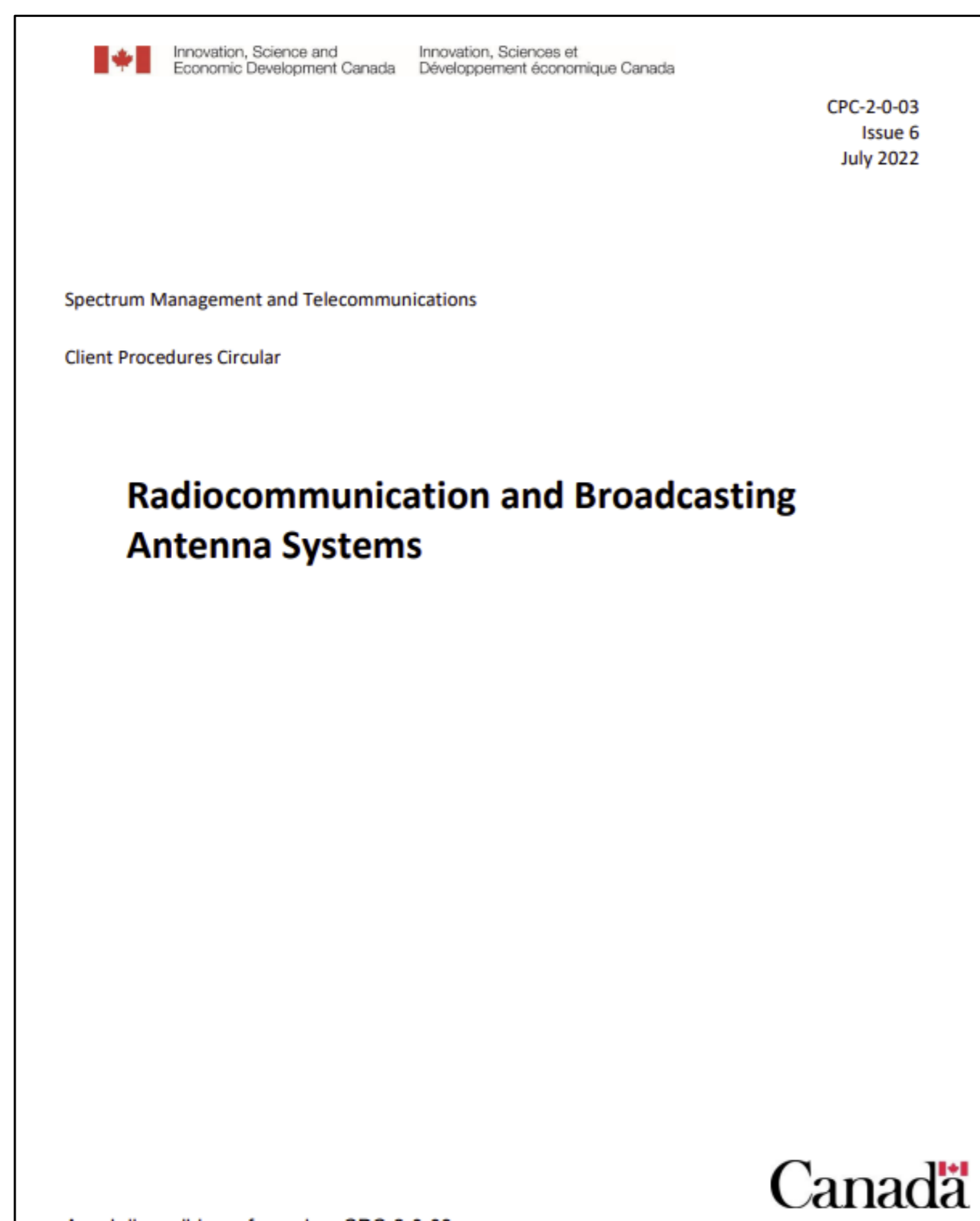
Discretionary uses are uses that may or may not be appropriate on a specific site. Whereas a permitted use is granted an approval where the development meets the bylaw, a discretionary use requires additional consideration before it may get approved.

A permitted use permit cannot be appealed. A discretionary use is open to appeal by an affected person for 21-days following the notice of the decision on the permit is given. This is why it is important to ensure the list of permitted and discretionary uses in each district is appropriate!

What about approvals for Telecommunication Structures, such as a cell tower?

Telecommunication structures are approved by Innovation, Science and Economic Development Canada (ISED), the federal ministry of industry, under the Radiocommunication Act. ISED recognizes the importance of considering input from municipalities and the public regarding the installation of antenna systems (see CPC-2-0-03).

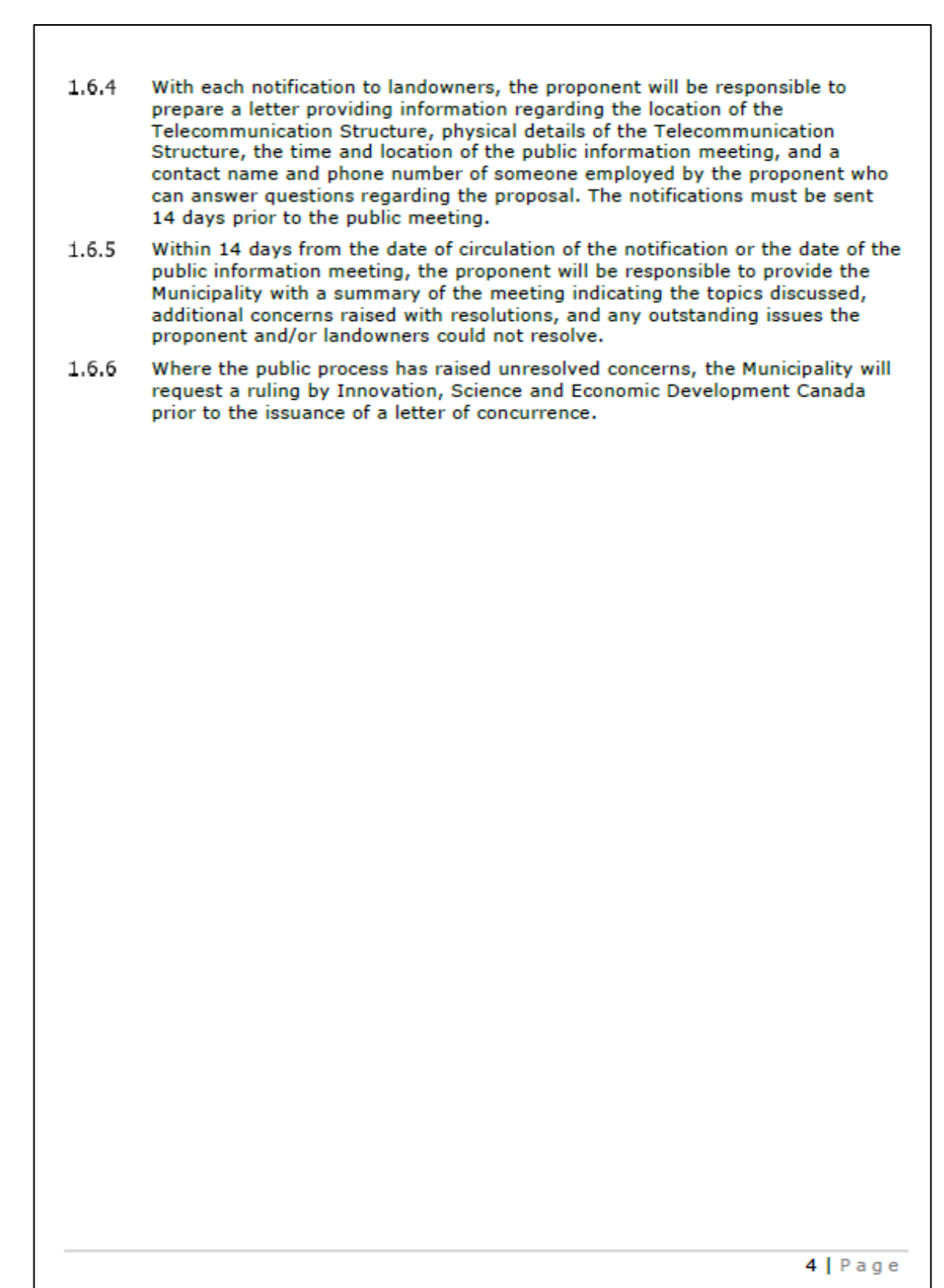
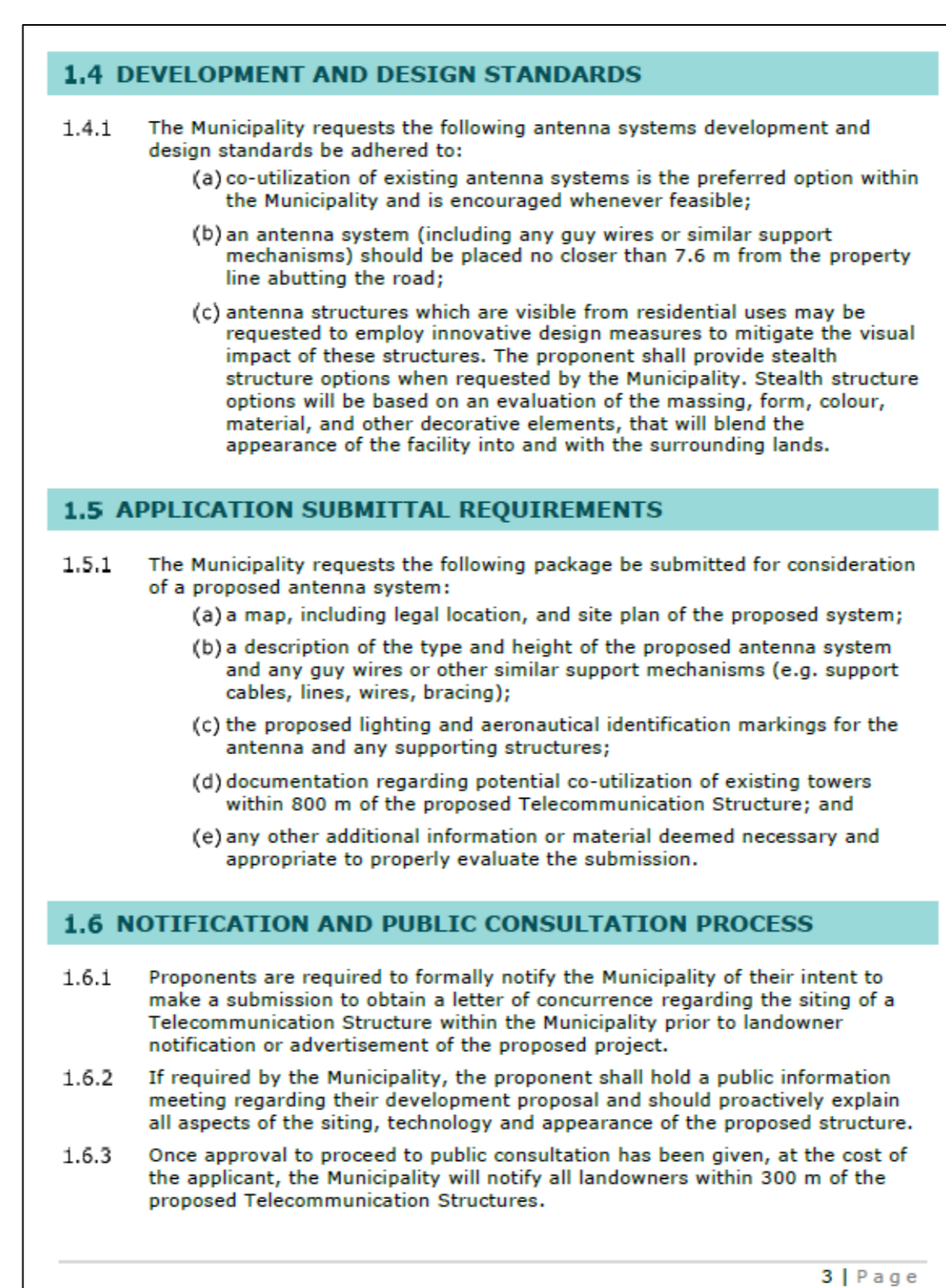
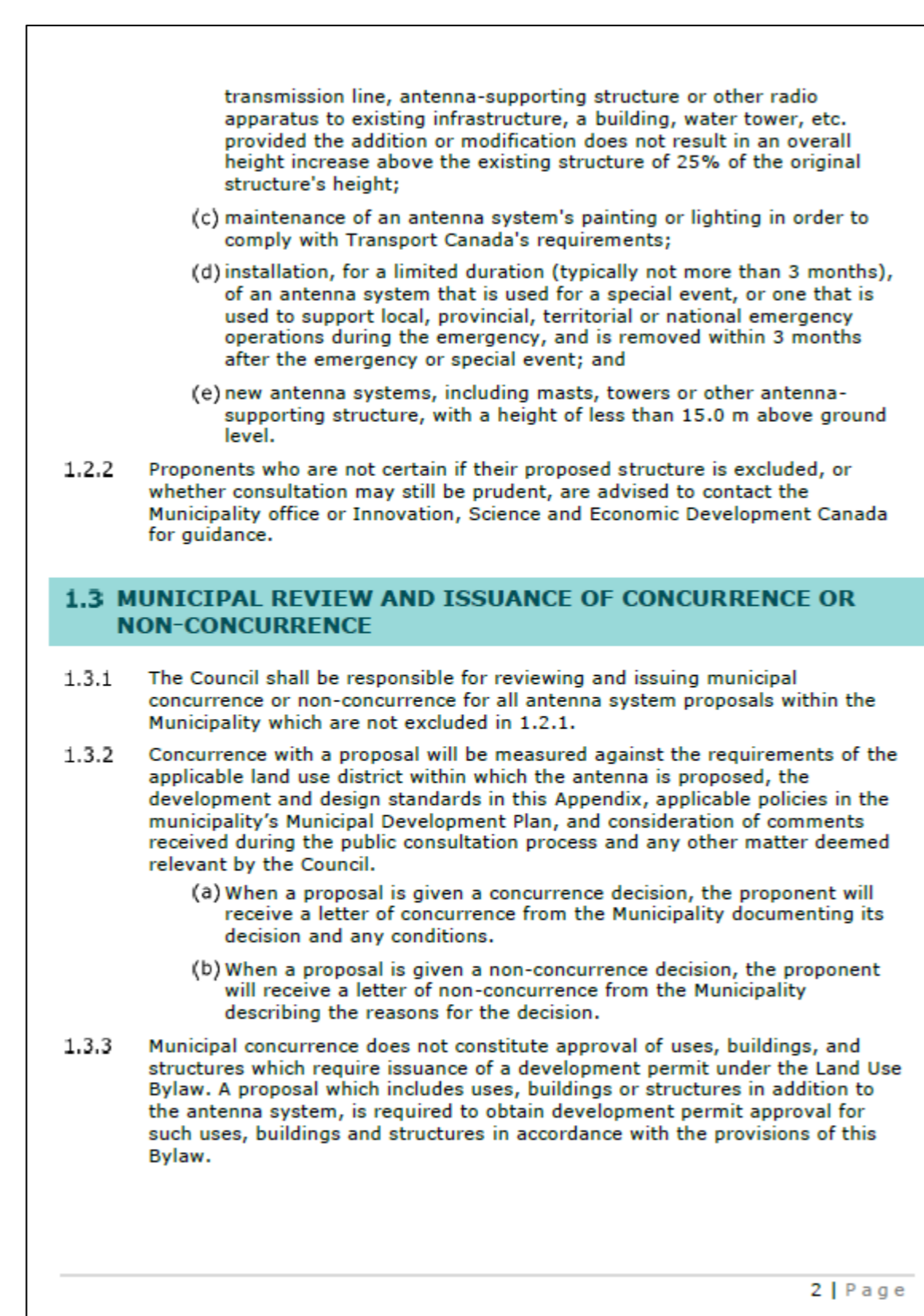
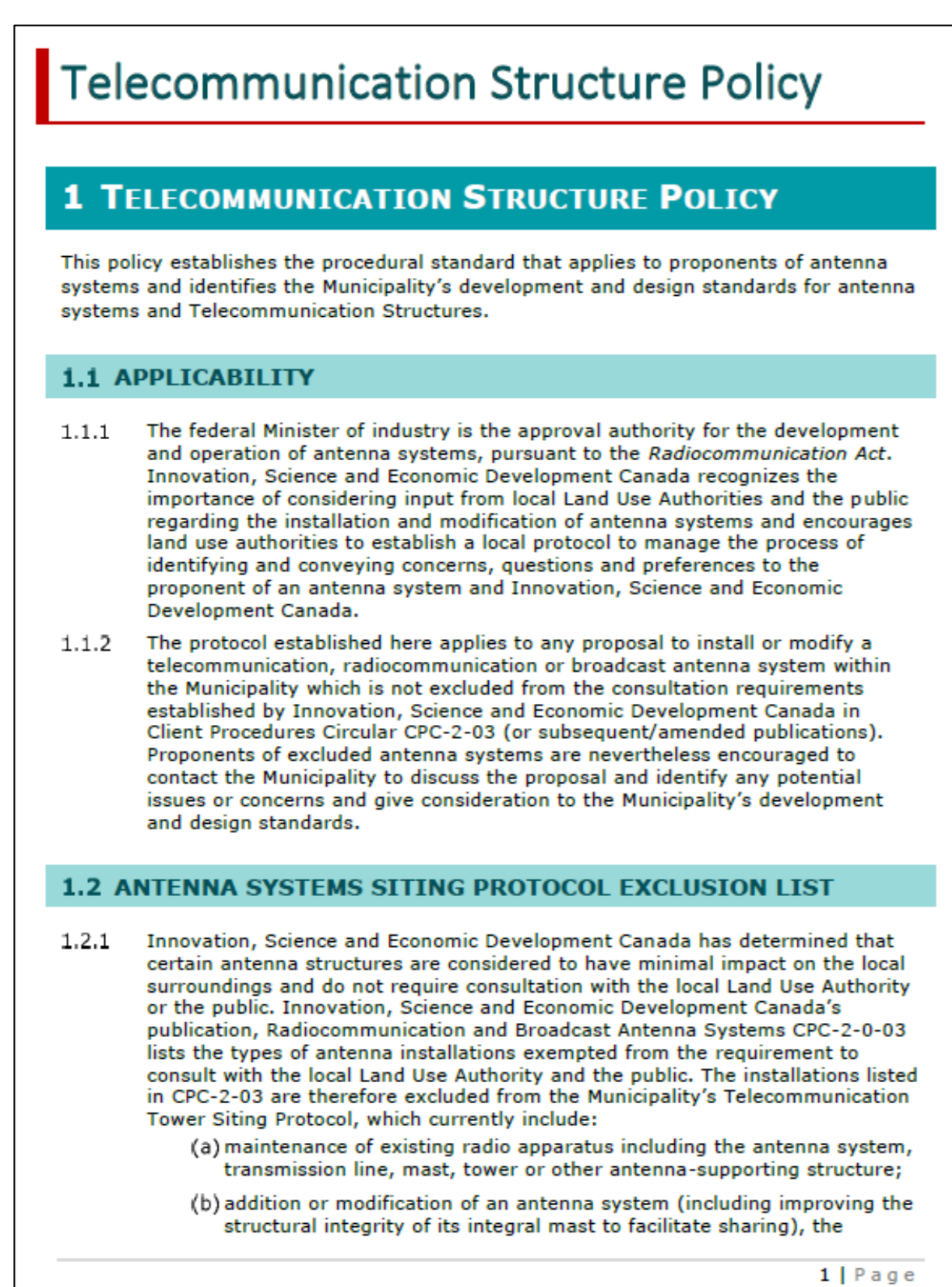
ISED encourages municipalities to establish a local protocol to manage the process of identifying concerns, questions and preferences. Plans for Telecommunications Structures must be submitted to a municipal Council or other designated officer for consultation.



What's changed for the Town of Hanna?

Through a new **Telecommunication Structure Policy**, the Town of Hanna will establish the local protocol which proposes the Council to be the authority, rather than the Town's Development Officer.

Hanna Council will issue a letter of concurrence or non-concurrence in response to any Telecommunication Structure proposal. A copy of the proposed **Telecommunication Structure Policy** is available and is proposed to be in effect concurrent with third reading of the Land Use Bylaw.



What is a non-conforming use or building?

A non-conforming use or building means a use or a building that was approved and lawfully constructed under a previous Land Use Bylaw, no longer complies with a new Land Use Bylaw. The Municipal Government Act regulates how a municipality must address non-conforming uses or buildings.

Non-conforming use and non-conforming buildings

643(1) If a development permit has been issued on or before the day on which a land use bylaw or a land use amendment bylaw comes into force in a municipality and the bylaw would make the development in respect of which the permit was issued a non-conforming use or non-conforming building, the development permit continues in effect in spite of the coming into force of the bylaw.

(2) A non-conforming use of land or a building may be continued but if that use is discontinued for a period of 6 consecutive months or more, any future use of the land or building must conform with the land use bylaw then in effect.

(3) A non-conforming use of part of a building may be extended throughout the building but the building, whether or not it is a non-conforming building, may not be enlarged or added to and no structural alterations may be made to it or in it.

(4) A non-conforming use of part of a lot may not be extended or transferred in whole or in part to any other part of the lot and no additional buildings may be constructed on the lot while the non-conforming use continues.

(5) A non-conforming building may continue to be used but the building may not be enlarged, added to, rebuilt or structurally altered except

(a) to make it a conforming building,

(b) for routine maintenance of the building, if the development authority considers it necessary, or

(c) in accordance with a land use bylaw that provides minor variance powers to the development authority for the purposes of this section.*

(6) If a non-conforming building is damaged or destroyed to the extent of more than 75% of the value of the building above its foundation, the building may not be repaired or rebuilt except in accordance with the land use bylaw.

(7) The land use or the use of a building is not affected by a change of ownership or tenancy of the land or building.

How is this addressed in the draft Land Use Bylaw?

*See proposed Section 1.6 in the draft Town of Hanna Land Use Bylaw where a development authority has the authority to grant variances to a non-conforming building.

One of the primary goals of this new Land Use Bylaw is to eliminate any unintentional “non-conforming” uses by ensuring the correct district is applied to each property, and the appropriate uses are listed in each district. Please let us know if our goal has not been met!!

Date: April 11, 2023

Agenda Item No: 09.06

Policy 2023 – 01 Community Services Department Fees & Charges

Recommended Motion

That Council adopts Policy 2023-01 – Community Services Department Fees & Charges to establish fees and charges for facilities, programs, and services, as presented, effective May 1st, 2023, as recommended by the Community Services Board.

Background

The Community Services Board at their March 27, 2023 meeting passed a Resolution recommending that Council approve Policy 2023 – 01 which approves the fees & charges for facilities, programs and services in the Community Services Department for the 2023 calendar year.

At this meeting the Board conducted a review of fees & charges for the use of Town owned facilities. To assist the Board with this process they referred to a survey of Alberta communities of similar size to Hanna. The survey assisted the Department to provide a thorough review of the rates and fees. The last review of Community Services Rates & Fees took place in January 2020 and following that review the Board recommended no changes to the Rates & Fees but did make some clarifications to the Policy including dates, definitions, and reimbursement procedures meaning the last time that there were changes to the rates were 2019. Covid-19 meant that there were no changes in 2021 nor 2022 as it was felt that in 2021 and early 2022 there were still covid restrictions that effected the users of the facilities and the various sport organizations were just getting their legs back under them.

Policy 2023 - 01 which provides the schedule of recommended rates and fees is attached. The highlights of the rate adjustments include the following:

- The fees for take effect May 1, 2023.
- Changes or modifications to fees & charges are noted below:



- Swimming Pool
 - Lessons – Adjusted in 2022 by Administration as the Town switched from Red Cross to Lifesaving Society Lessons and this resulted in a change in the lesson structure. All lesson fees will remain at 2022 levels.
 - Lessons- The Pool Manager has taken additional training and is able to offer Standard First Aid, Lifeguard Certification (NLS) and Swim Instructor Training so these are potential new courses with comparisons from Drumheller to set the rates.
 - Rentals - Pool – Youth & Adult see minor increases.
 - Rentals – Seals Swim Club – Increased \$600 from \$4,400 to \$5,000 for the season.

- Arena
 - Minor Hockey/Figure Skating – Regular – Increased \$14/hr. from \$86 - \$100/hr.
 - Minor Hockey/Figure Skating – Off Hours – Increased \$11/hr. from \$74 - \$85/hr.
 - Adult – Regular – Increased \$13/hr. from \$137 - \$150/hr.
 - Adult – Off Hours – Increased \$4/hr. from \$116 - \$120/hr.
 - Adult – Tournaments – Increased \$11/hr. from \$114 - \$125/hr.

- Curling Rink
 - No changes.

- Ball Diamonds
 - Adult Teams – Increased \$70/season from \$380 - \$450.
 - Minor Ball – Increased \$400/season from \$2,100 - \$2,500.

- Soccer Fields
 - Minor Soccer – Increased \$400/season from \$2,100 - \$2,500.

- Campground – Fox Lake Park
 - No changes

- Community Centre
 - No changes



- Centennial Place
 - Increases to all single admission fees and punch cards.
 - Increases to all Music/Youth Room and Fieldhouse rentals.
 - New fee for a swipe card that is lost – stolen - \$25.00
- Out of School Care (Epic Adventures)
 - No changes
- Miscellaneous
 - No changes
- Community Services Van
 - No rate changes
 - New fee for cancellation
- Airport Rental Increased
 - No changes

Communications

N/A

Financial Implications

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

Policy and/or Legislative Implications

N/A



Attachments

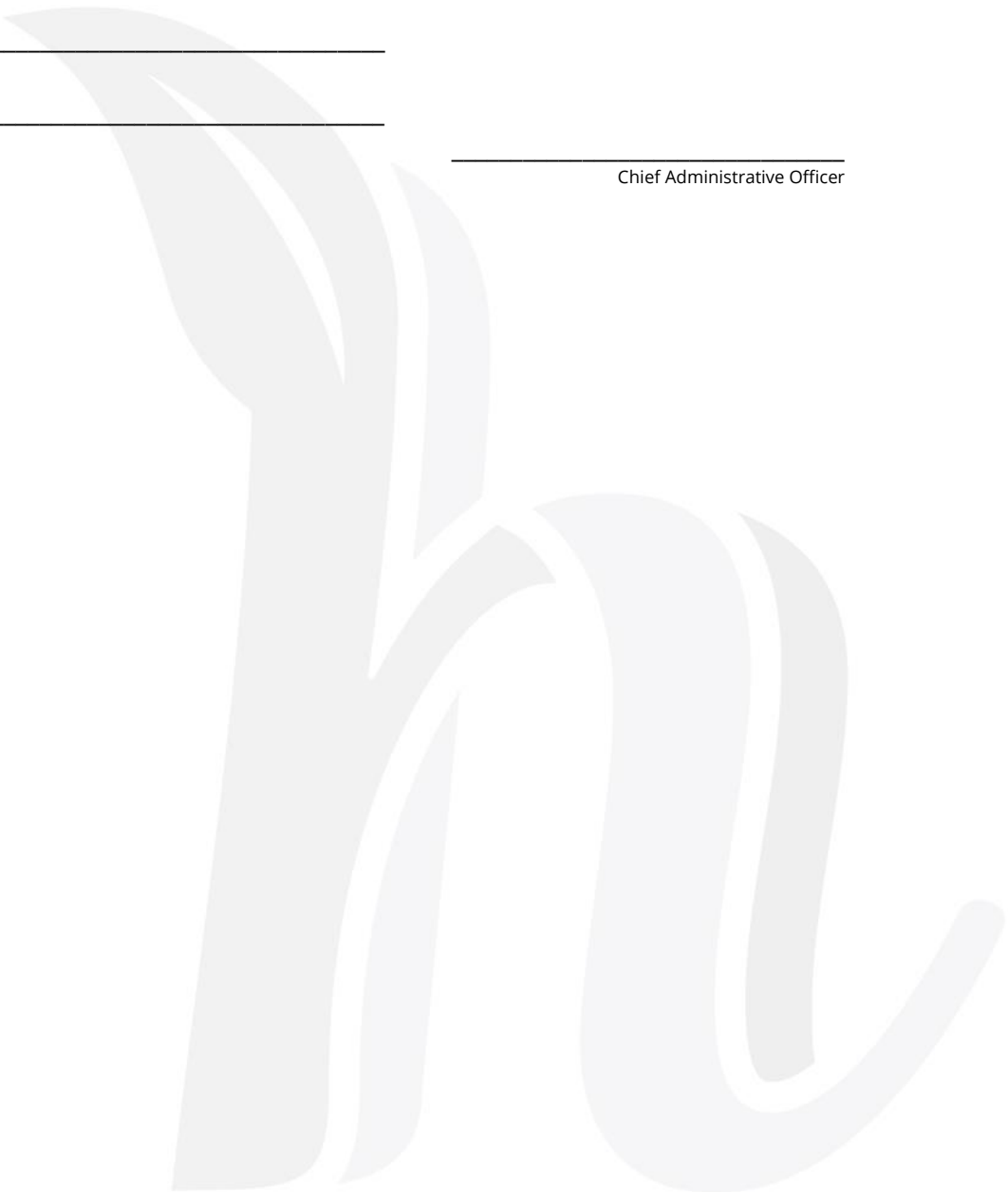
- 1. Policy 2023-01 Community Services Department Fees & Charges.
- 2. 2019-2023 Comparison.

Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer





Title: **Community Services Department
Fees & Charges**

Policy: 2023-01
Supercedes: 2020-01

Authority: **Council**

Approval Date: April 11, 2023
Effective Date: May 1, 2023

PURPOSE: To establish a schedule of fees and charges for use of facilities and participation in programs operated by the Community Services Department.

POLICY STATEMENT

The Town of Hanna is required to control and manage the records of the municipality in a responsible manner, while providing a service to the residents of the community. Rates for service are set by resolution of Council in accordance with current bylaws, resolutions and budget information.

The mission of the Community Services Department is to promote a quality lifestyle for all citizens in the community. The Community Services Department, guided by the Community Services Board under the direction of Council, endeavors to provide the highest quality of services and the best facilities to the community while balancing responsibilities to the user and the taxpayer.

The Community Services Department facilitates the development of recreation and cultural programs and facilities including the development, operation and maintenance of parks and open spaces.

RESPONSIBILITIES

Town of Hanna Administrative Services is responsible to ensure the accuracy and currency of this policy with respect to the above.

STANDARDS & PROCEDURES

The Community Services Department Fees and Charges for Facilities and Programs are established as follows:



Title: **Community Services Department
Fees & Charges**

Policy: 2023-01
Supercedes: 2020-01

Authority: **Council**

Approval Date: April 11, 2023
Effective Date: May 1, 2023

SWIMMING POOL

***includes GST where applicable
(Age 14 & Under **GST Exempt**)**

2023 Rates:

Single Admissions:

Youth	6 -17 Years*	\$5.00
Adult	18 - 64 Years	\$7.00
Senior	65 Years & Over	\$6.00
Family	Must include Adult	\$15.00
Aqua Fitness		\$7.00

All Patrons	Toonie Saturdays	\$2.00
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Plunge Cards

(12 admissions):

Youth	6 -17 Years*	\$50.00
Adult	18 - 64 Years	\$70.00
Senior	65+ Years	\$60.00
Aqua Fitness		\$70.00

Season Pass:

Youth	6 -17 Years*	\$95.00
Adult	18 - 64 Years	\$140.00
Senior	65+ Years	\$95.00
Family	Must include 1 adult	\$245.00

Swim Lessons:

Group Lessons

Parent & Tot/Preschool*	\$40.00
Swimmer (Level 1-3)*	\$50.00
Swimmer (Level 4-6)*	\$60.00
Rookie/Ranger/Star Patrol	\$75.00
Bronze Medallion & CPR-C	\$185.00
Bronze Cross	\$175.00
Standard First Aid	\$150.00
NL Pool	\$330.00
Swim Instructor	\$335.00

**TOWN OF HANNA
GENERAL POLICY**



Title: **Community Services Department
Fees & Charges**

Policy: 2023-01
Supercedes: 2020-01

Authority: **Council**

Approval Date: April 11, 2023
Effective Date: May 1, 2023

SWIMMING POOL

2023 Rates:

Private Lessons	(based upon 5 lessons/ session)	
30 Minute Lesson		\$82.50
60 Minute Lesson		\$154.00
Locker Rentals	Add GST	
Small Locker		\$11.00 / Season
Large Locker		\$16.50 / Season
*Plunge Cards and Seasons Pass include access to Aqua Fitness		
Pool Rentals		
Youth/Family	Add GST	
0-30 People		\$100.00 / Hour
31-60 People		\$150.00 / Hour
61+ People		\$185.00 / Hour
Adult	Add GST	
0-30 People		\$145.00 / Hour
31-60 People		\$180.00 / Hour
61+ People		\$230.00 / Hour
Seals Summer Facility Rental	No GST	\$5,000.00 / Season
Swim Meet Rate	No GST	\$100.00 / Hour

SWIMMING POOL - REFUND POLICY

A full refund, less an administration fee, will be issued if the participant withdraws prior to the date of the first lesson or rental.

Administration Fee:	Preschool Levels	\$5.00
	All Other Pool Lessons	\$10.00
	Pool Rentals	\$20.00

No refund will be issued if a participant withdraws during the last three days of lessons.

Refunds will be issued by cheque from the Town Office and will be sent by mail within three weeks.

**TOWN OF HANNA
GENERAL POLICY**



Title: **Community Services Department
Fees & Charges**

Policy: 2023-01
Supercedes: 2020-01

Authority: **Council**

Approval Date: April 11, 2023
Effective Date: May 1, 2023

ARENA

2023 Rates:

ARENA – SIGNS	Add GST	
Wall Signs	(Calendar Year)	\$275.00 / Year
Ice Logo – Centre Ice	(Per Season)	\$1,650.00 / Year
Ice Logo – Blue Line	(Per Season)	\$550.00 / Year
Ice Logo – Face Off Circle	(Per Season)	\$275.00 / Year
Board Advertising	(Per Season)	\$440.00 / Year
Ice Resurfacers propane supplier	(Per Season)	\$2,200.00 / Year
Overhead Door	(Per Season)	\$550.00 / Year
*Decals and Sign costs not included in advertising rates		

ARENA – RINK SURFACE, SEATING & LOBBY – SUMMER (April 1 – September 30)

Non Profit or Youth Associations	Add GST	
(more than 4 hours & large event)		\$520.00 / Day
(less than 4 hours & small event)		\$55.00 / Hour
(more than 4 hours & small event)		\$290.00 / Max.

Commercial or Adult only events	Add GST	
(more than 4 hours & large event)		\$635.00 / Day
(less than 4 hours & small event)		\$85.00 / Hour
(more than 4 hours & small event)		\$350.00 / Max.

Commercial – Non Local	Add GST	\$1,200.00 / Day
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Large Event – Major set up and take down time required
Includes 1 staff member for event
Dances, Parties, Shows & Sales
Small Event – Minor alterations done to building

ARENA LOBBY / CONCESSION – SUMMER (April 1 – September 30)

Lobby – Non Profit – no concession	Add GST	No Charge
Lobby – Other (less than 2 hours)		\$60.00 / Hour
Lobby – Other (more than 2 hours to a maximum per day)		\$175.00 / Day
Concession – Non Profit		\$115.00 / Day
Concession – Commercial		\$175.00 / Day
Concession – Commercial NON LOCAL		\$350.00 / Day

**TOWN OF HANNA
GENERAL POLICY**



Title: **Community Services Department
Fees & Charges**

Policy: 2023-01
Supercedes: 2020-01

Authority: **Council**

Approval Date: April 11, 2023
Effective Date: May 1, 2023

ARENA

2023 Rates:

Public Skating Annual Sponsorship	GST included	\$3,200.00 / Season
Adults:	Add GST	
Regular		\$150.00 / Hour
Tournaments		\$125.00 / Hour
Off Hours		\$120.00 / Hour
Non Local		\$160.00 / Hour
Minor Hockey:	No GST	
Regular		\$100.00 / Hour
Off Hours		\$85.00 / Hour
Non Local		\$125.00 / Hour
Figure Skating:	No GST	
Regular		\$100.00 / Hour
Off Hours		\$85.00 / Hour
Non Local		\$125.00 / Hour
Schools/Day Care		No Charge
*Primetime – Monday through Friday – 4 pm – 11 pm		
*Primetime – Weekends and Holidays – 8 am – 11 pm		

Concession Booth **Add GST** \$485.00 / Month

ARENA - REFUND POLICY

A full refund, less an administration fee, will be issued if the renter cancels 7 days prior to the date of the event.

Administration Fee:	Rentals under \$500.00	\$10.00
	Rentals \$500.00 & over	\$50.00

Refunds will be issued by cheque from the Town Office and will be sent by mail within three weeks.



Title: **Community Services Department
Fees & Charges**

Policy: 2023-01
Supercedes: 2020-01

Authority: **Council**

Approval Date: April 11, 2023
Effective Date: May 1, 2023

CURLING RINK

2023 Rates:

CURLING RINK - SUMMER

Non Profit or Youth Associations (more than 4 hours & large event) (less than 4 hours & small event) (more than 4 hours & small event)	Add GST	\$520.00 / Day \$55.00 / Hour \$290.00 / Max.
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Commercial or Adult only events (more than 4 hours & large event) (less than 4 hours & small event) (more than 4 hours & small event)	Add GST	\$635.00 / Day \$85.00 / Hour \$350.00 / Max.
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Commercial – Non Local	Add GST	\$1,200.00 / Day
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Large Event – Major set up and take down time required
Includes 1 staff member for event
Dances, Parties, Shows & Sales
Small Event – Minor alterations done to building

CURLING RINK LOBBY / CONCESSION – SUMMER **Add GST**

Lobby – Non Profit – no concession	No Charge
Lobby – Other (less than 2 hours)	\$60.00 / Hour
Lobby – Other (more than 2 hours to a maximum per day)	\$175.00 / Day

Concession – Non Profit	\$115.00 / Day
Concession – Commercial	\$175.00 / Day
Concession – Commercial NON LOCAL	\$350.00 / Day

CURLING RINK – REFUND POLICY

A full refund, less an administration fee, will be issued if the renter cancels 7 days prior to the date of the event.

Administration Fee:	Rentals under \$500.00	\$10.00
	Rentals \$500.00 & over	\$50.00

Refunds will be issued by cheque from the Town Office and will be sent by mail within three weeks.



Title: **Community Services Department
Fees & Charges**

Policy: 2023-01
Supercedes: 2020-01

Authority: **Council**

Approval Date: April 11, 2023
Effective Date: May 1, 2023

BALL DIAMONDS & SOCCER FIELDS

2023 Rates:

Adult Teams Season	Add GST	\$450.00
Minor Ball Season	No GST	\$2,500.00
* Fee includes access to arena or curling rink for spring training based upon availability and pre-booking		
Minor Soccer Season	No GST	\$2,500.00
* Fee includes access to arena or curling rink for spring training based upon availability and pre-booking		
Ball Diamonds & Soccer Fields One Time User of Ball Diamond / Field	Add GST	\$52.00 / Use \$80.00 / Day \$160.00 / Weekend
Commercial Entertainment	Add GST	\$145.00 / Diamond
Concession: Triplex Ball Diamonds	Add GST	\$140.00 / Day \$185.00 / Weekend
Wes James & Earl Ness Ball Diamonds	Add GST	\$40.00 / Day \$75.00 / Weekend



Title: **Community Services Department
Fees & Charges**

Policy: 2023-01
Supercedes: 2020-01

Authority: **Council**

Approval Date: April 11, 2023
Effective Date: May 1, 2023

CAMPGROUND

2023 Rates:

FOX LAKE PARK

<p>Camping Fees Tent Non Serviced Site Power Site (20 or 30 amp) Full Service Site</p>	<p>Includes GST</p>	<p>\$20.00 / Night \$25.00 / Night \$30.00 / Night \$36.00 / Night</p>
<p>Camp Kitchen</p>	<p>Includes GST</p>	<p>\$30.00 / Up to 4 Hours \$65.00 / Day \$120.00 / Weekend</p>
<p>Group Camping Check in 2 p.m. & Check out 12 noon Must block book area with kitchen & Sites 19 to 25 only Total amount payable at the time of reservation Fee based on 7 sites per night (power rate) plus camp kitchen No refund if cancelled within one month of date.</p>	<p>Includes GST</p>	<p>\$325.00 / 1 night \$590.00 / 2 nights \$800.00 / 3 nights</p>
<p>(7 x 30 = 210.00 + 65.00 + 50.00)</p>		<p></p>
<p>(7 x 30 x 2 = 420.00 + 120.00 + 50.00)</p>		<p></p>
<p>(7 x 30 x 3 = 630.00 + 120.00 + 50.00)</p>		<p></p>

CAMPGROUND RENTAL - REFUND POLICY

Group Camping: A full refund, less an administration fee, will be issued if the renter cancels one month prior to the reservation date.

Administration Fee:	Rentals under \$500.00	\$10.00
	Rentals \$500.00 & over	\$50.00

Camp Kitchen: Refunds are subject to an administration fee of \$10.00.

Refunds will be issued by cheque from the Town Office and will be sent by mail within three weeks.



Title: **Community Services Department
Fees & Charges**

Policy: 2023-01
Supercedes: 2020-01

Authority: **Council**

Approval Date: April 11, 2023
Effective Date: May 1, 2023

<u>COMMUNITY CENTRE</u>	Add GST	<u>2023 Rates:</u>
Entire Facility		\$655.00 / Day
Entire Facility – Wedding Friday at 12:00 noon to Sunday at 3:00 pm		\$1,250.00
Auditorium		\$75.00 / Hour \$500.00 / Day
Stage		\$25.00 / Hour \$70.00 / Day
Large Meeting Room		\$40.00 / Hour \$160.00 / Day
Crafts Room		\$25.00 / Hour \$70.00 / Day
Bar		\$70.00 / Day
Kitchen		\$55.00 / Hour \$150.00 / Day
Barbeque		\$75.00 / Use

* Facility rentals are required to provide liability insurance coverage for their event.

Additional Charges for bookings:	Add GST	
Pre-Event Prep Fee (After 5:00 PM night before booking)		\$115.00
Holding Fee (To retain facility for a major event)		\$115.00 / Day
Post-Event Cleanup Fee (Up to 3:00 PM the day after booking)		\$115.00
Extra Cleanup Fee		\$60.00 / Hour
Reservation Fee (Deposit - applied to rental charges)		\$200.00



Title: **Community Services Department
Fees & Charges**

Policy: 2023-01
Supercedes: 2020-01

Authority: **Council**

Approval Date: April 11, 2023
Effective Date: May 1, 2023

COMMUNITY CENTRE

2023 Rates:

Service Groups	Add GST	
1 Meeting / Month		\$340.00 / Year
2 Meetings / Month		\$680.00 / Year

COMMUNITY CENTRE - REFUND POLICY

A full refund, less an administration fee, will be issued if the renter cancels 7 days prior to the date of the event.

Administration Fee:	Rentals under \$500.00	\$10.00
	Rentals \$500.00 and over	\$50.00

Refunds will be issued by cheque from the Town Office and will be sent by mail within three weeks.

COMMUNITY CENTRE – FEES WAIVED

Fees will be waived for Candidate Forums held prior to Municipal, Provincial or Federal Elections, provided the Town of Hanna receives recognition on any advertising.

LIONS HALL

Add GST

2023 Rates:

Entire Facility – Full Day		\$150.00
Entire Facility – Half Day (4 hour maximum)		\$75.00

**TOWN OF HANNA
GENERAL POLICY**



Title: **Community Services Department
Fees & Charges**

Policy: 2023-01
Supercedes: 2020-01

Authority: **Council**

Approval Date: April 11, 2023
Effective Date: May 1, 2023

CENTENNIAL PLACE

***includes GST where applicable
(Age 14 & Under **GST Exempt**)**

2023 Rates:

Field House:

Single Admissions:

Youth	6 -17 Years*	\$3.00
Adult	18 - 64 Years	\$6.00
Senior	65+ Years	\$5.00
Family	Must include 1 Adult	\$15.00

Punch Card (12 admissions for the price of 10):

Youth*	6 -17 Years	\$30.00
Adult	18 - 64 Years	\$60.00
Senior	65+ Years	\$50.00

Fitness Centre (Includes access to the field house):

Drop In Fee	\$15.00 / Day
Punch Card (12 admissions for the price of 10):	\$150.00

Walking Track:

Free Access to Public during regular facility operating hours

Facility Rental Rates:

Add GST for all rentals

2023 Rates:

Field House

Youth/Family	\$50.00 / Hour
Adult	\$75.00 / Hour

Music/Youth Room

Youth/Family	\$45.00 / Hour \$180.00 / Day
Adult	\$50.00 / Hour \$200.00 / Day

**TOWN OF HANNA
GENERAL POLICY**



Title: **Community Services Department
Fees & Charges**

Policy: 2023-01
Supercedes: 2020-01

Authority: **Council**

Approval Date: April 11, 2023
Effective Date: May 1, 2023

CENTENNIAL PLACE

Add GST to the rental

2023 Rates:

Bounce House (Includes Supervisor)
2 Hour Minimum
Each Hour Thereafter

\$150.00
\$60.00

ACCESS PASSES

**Add GST to all Access Levels
(except youth)**

Bronze Access (access during regular hours to Field House and Walking Track)

Youth
Adult
Senior
Family

\$220.00 / Year
\$330.00 / Year
\$275.00 / Year
\$440.00 / Year

Silver Access (access from hours of 7 a.m. to 11 p.m. to Field House and Walking Track)

Adult
Senior
Family

\$350.00 / Year
\$295.00 / Year
\$460.00 / Year

Gold Access (24/7 access to Field House, Walking Track, Fitness Centre)

Adult/Senior
Adult
Senior
Couple

\$66.00 / Month
\$550.00 / Year
\$440.00 / Year
\$880.00 / Year

Platinum Access Fee

(includes all features of Gold Access PLUS Public, Lane & Aqua Fitness Swim)

Adult/Senior
Adult
Senior
Couple

\$82.50 / Month
\$605.00 / Year
\$495.00 / Year
\$990.00/Year

Fitness Trainer Pass Fee

Allows Trainer flexibility to take clients into the fitness centre during hours
Allowed under a Gold or Platinum Access Card

Trainer must have Gold or Platinum Access

Trainer must have a current accreditation as a Fitness Trainer

\$200.00 / Year

Swipe Card Replacement (lost/stolen)

\$25.00

**TOWN OF HANNA
GENERAL POLICY**



Title: **Community Services Department
Fees & Charges**

Policy: 2023-01
Supercedes: 2020-01

Authority: **Council**

Approval Date: April 11, 2023
Effective Date: May 1, 2023

CENTENNIAL PLACE - REFUND POLICY

A full refund, less an administration fee, will be issued if the renter cancels 7 days prior to the date of the rental.

Administration Fee:	Rentals under \$500.00	\$10.00
	Rentals \$500.00 and over	\$50.00

Access Pass fees will be refunded on a pro-rated basis, less a \$50.00 administration fee.

Refunds will be issued by cheque from the Town Office and will be sent by mail within three weeks.

OUT OF SCHOOL CARE

No GST

2023 Rates:

Program Fees:	Individual	\$35.00 / Day \$125.00 / Week \$450.00 / Month
	Family (per Child)	\$30.00 / Day \$120.00 / Week \$400.00 / Month

*Monthly rate is choice of any four (4) weeks – may not be consecutive.

*Additional fees will be required if participating in special events.

Boredom Busters/Youth Program (partial day)	\$5.00
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OUT OF SCHOOL PROGRAM - REFUND POLICY

A full refund, less an administration fee, will be issued if the participant withdraws prior to the start date.

Administration Fee:	Day Rate	\$5.00
	Week	\$10.00
	Monthly	\$20.00

Refunds will be issued by cheque from the Town Office and will be sent by mail within three weeks.

**TOWN OF HANNA
GENERAL POLICY**



Title: **Community Services Department
Fees & Charges**

Policy: 2023-01
Supercedes: 2020-01

Authority: **Council**

Approval Date: April 11, 2023
Effective Date: May 1, 2023

MISCELLANEOUS RENTALS

Add GST

2020 Rates:

Recreation Staff Man-Hours

As Per Policy 06-01

Chairs

Per Day

\$1.50 / Chair

Picnic Tables Per Table

Rate Per Day

Pick Up Fee

\$6.00

Delivery Fee

\$15.00

AIRPORT

Add GST

Meeting/Workshop area

\$45.00 / Hour

\$175.00 / Day

SPECIAL NEEDS VAN – Refer to Policy 2013-02 for Standards and Procedures

Non Medical travel

Add GST

\$15.00 / Day
Plus \$0.15 / kilometer & fuel

Medical Appointments

Day Rate – Waived
Per kilometer Fee – Waived
Fuel costs – Charged

Cancellation Fee

\$25.00



Title: **Community Services Department
Fees & Charges**

Policy: 2023-01
Supercedes: 2020-01

Authority: **Council**

Approval Date: April 11, 2023
Effective Date: May 1, 2023

SPECIAL EVENT PERMIT POLICY

The application for a Special Event is included with By-Law 944-2008.

General Statement:

Town of Hanna may request that a Special Event Permit be obtained for events or functions whose requirements may exceed, or are in addition to the regular services and facilities provided by the Town of Hanna.

Purpose of the Special Events Permit is to clearly identify needs and requirements prior to the event or function in order to eliminate or reduce confusion or emergency management at the time of the event.

Parking Requirements:

Larger events or functions may be required to submit a site diagram outlining their proposed parking areas. Event organizers for public or open functions must keep in mind that the facility must have a reasonable parking area for those who are attending.

Overnight parking may be approved with the following guidelines in place:

- All fire lanes and exits are maintained
- Any and all recreational vehicles must be self-contained. Any recreational vehicles parking overnight in conjunction with the function will not be provide any services. (i.e. electrical service)
- Normal rates and fees apply to all facility use

Fees:

Town of Hanna administration shall implement a charge or fee in order to recover costs considered excessive from a regular event or function. (i.e. Manpower, equipment, power use)

SWIMMING POOL

***includes GST where applicable
(Age 14 & Under GST Exempt)**

		<u>2019 Rates:</u>	<u>2023 Rates:</u>
Single Admissions:			
Youth	6 -17 Years*	\$5.00	\$5.00
Adult	18 - 64 Years	\$7.00	\$7.00
Senior	65 Years & Over	\$6.00	\$6.00
Family	Must include Adult	\$15.00	\$15.00
Aqua Fitness		\$7.00	\$7.00
All Patrons	Toonie Saturdays	\$2.00	\$2.00
Plunge Cards	(12 admissions):		
Youth	6 -17 Years*	\$50.00	\$50.00
Adult	18 - 64 Years	\$70.00	\$70.00
Senior	65+ Years	\$60.00	\$60.00
Aqua Fitness		\$70.00	\$70.00
Season Pass:			
Youth	6 -17 Years*	\$95.00	\$95.00
Adult	18 - 64 Years	\$140.00	\$140.00
Senior	65+ Years	\$95.00	\$95.00
Family	Must include 1 adult	\$245.00	\$245.00
Swim Lessons:			
Group Lessons		<u>2022 Rates:</u>	<u>2023 Rates</u>
Preschool/Parent & Tot*		\$40.00	\$40.00
Swimmer (Level 1-3)*		\$50.00	\$50.00
Swimmer (Level 4-6)*		\$60.00	\$60.00
Rookie/Ranger/Star Patrol		\$75	\$75.00
Bronze Medallion & CPR-C		\$185.00	\$185.00
Bronze Cross		\$175.00	\$175.00
Standard First Aid		N/A	\$150.00
NL Pool		N/A	\$330.00
Swim Instructor		N/A	\$335.00
Private Lessons	(based upon 5 lessons/ session)		
30 Minute Lesson		\$82.50	\$82.50
60 Minute Lesson		\$154.00	\$154.00
Locker Rentals Add GST			
Small Locker		\$11.00 / Season	\$11.00 / Season
Large Locker		\$16.50 / Season	\$16.50 / Season

*Plunge Cards and Seasons Pass would include access to Aqua Fitness

Pool Rentals

Youth/Family

Add GST

2019 Rates:

2023 Rates:

- 0-30 People
- 31-60 People
- 61+ People

\$96.80 / Hour	\$100.00 / Hour
\$147.40 / Hour	\$150.00 / Hour
\$181.50 / Hour	\$185.00 / Hour

Adult

Add GST

- 0-30 People
- 31-60 People
- 61+ People

\$141.90 / Hour	\$145.00 / Hour
\$176.00 / Hour	\$180.00 / Hour
\$226.60 / Hour	\$230.00 / Hour

Seals Summer Facility Rental

No GST

\$4,400.00 / Season	\$5,000.00 / Season
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Swim Meet Rate

No GST

\$100.00 / Hour	\$100.00/Hour
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ARENA

		<u>2019 Rates:</u>	<u>2023 Rates:</u>
ARENA – SIGNS	Add GST		
Wall Signs (Calendar Year)		\$275.00 / Year	\$275.00 / Year
Ice Logo – Centre Ice (Per Season)		\$1,650.00 / Year	\$1,650.00 / Year
Ice Logo – Blue Line (Per Season)		\$550.00 / Year	\$550.00 / Year
Ice Logo – Face Off Circle (Per Season)		\$275.00 / Year	\$275.00 / Year
Board Advertising (Per Season)		\$440.00 / Year	\$440.00 / Year
Ice Resurfacers propane supplier (Per Season)		\$2,200.00 / Year	\$2,200.00 / Year
Overhead Door (Per Season)		\$550.00 / Year	\$550.00 / Year
*Decals and Sign costs not included in advertising rates			

ARENA – RINK SURFACE & SEATING – SUMMER

Non Profit or Youth Associations	Add GST		
(more than 4 hours & large event)		\$520.00 / Day	\$520.00 / Day
(less than 4 hours & small event)		\$55.00 / Hour	\$55.00 / Hour
(more than 4 hours & small event)		\$290.00 / Max.	\$290.00 / Max.
Commercial or Adult only events	Add GST		
(more than 4 hours & large event)		\$635.00 / Day	\$635.00 / Day
(less than 4 hours & small event)		\$85.00 / Hour	\$85.00 / Hour
(more than 4 hours & small event)		\$350.00 / Max.	\$350.00 / Max.
Commercial – Non Local	Add GST	\$1,200.00 / Day	\$1,200.00 / Day
Large Event – Major set up and take down time required			
Includes 1 staff member for event			
Dances, Parties, Shows & Sales			
Small Event – Minor alterations done to building			

ARENA LOBBY / CONCESSION – SUMMER Add GST

Lobby – Non Profit – no concession		No Charge	No Charge
Lobby – Other (less than 2 hours)		\$60.00 / Hour	\$60.00 / Hour
Lobby – Other (more than 2 hours to a maximum per day)		\$175.00 / Day	\$175.00 / Day
Concession – Non Profit		\$115.00 / Day	\$115.00 / Day
Concession – Commercial		\$175.00 / Day	\$175.00 / Day
Concession – Commercial NON LOCAL		\$350.00 / Day	\$350.00 / Day

		<u>2019 Rates:</u>	<u>2023 Rates:</u>
Public Skating Annual Sponsorship	GST included	\$3,200.00 / Season	\$3,200.00 / Season
Adults:	Add GST		
Regular		\$137.00 / Hour	\$150.00 / Hour
Tournaments		\$114.00 / Hour	\$125.00 / Hour
Off Hours		\$116.00 / Hour	\$120.00 / Hour
Non Local		\$160.00 / Hour	\$160.00 / Hour
Minor Hockey:	No GST		
Regular		\$86.00 / Hour	\$100.00 / Hour
Off Hours		\$74.00 / Hour	\$85.00 / Hour
Non Local		\$125.00 / Hour	\$125.00 / Hour
Figure Skating:	No GST		
Regular		\$86.00 / Hour	\$100.00 / Hour
Off Hours		\$74.00 / Hour	\$85.00 / Hour
Non Local		\$125.00 / Hour	\$125.00 / Hour
Schools/Day Care		No Charge	
*Primetime – Monday through Friday – 4 pm – 11 pm			
*Primetime – Weekends and Holidays – 8 am – 11 pm			
Concession Booth	Add GST	\$485.00 / Month	\$485.00 / Month

CURLING RINK

		<u>2019 Rates:</u>	<u>2023 Rates:</u>
CURLING RINK			
Non Profit or Youth Associations	Add GST		
(more than 4 hours & large event)		\$520.00 / Day	\$520.00 / Day
(less than 4 hours & small event)		\$55.00 / Hour	\$55.00 / Hour
(more than 4 hours & small event)		\$290.00 / Max.	\$290.00 / Max.
Commercial or Adult only events	Add GST		
(more than 4 hours & large event)		\$635.00 / Day	\$635.00 / Day
(less than 4 hours & small event)		\$85.00 / Hour	\$85.00 / Hour
(more than 4 hours & small event)		\$350.00 / Max.	\$350.00 / Max.
Commercial – Non Local	Add GST	\$1,200.00 / Day	\$1,200.00 / Day
Large Event – Major set up and take down time required			
Includes 1 staff member for event			
Dances, Parties, Shows & Sales			
Small Event – Minor alterations done to building			

CURLING RINK LOBBY / CONCESSION Add GST

Lobby – Non Profit – no concession		No Charge	
Lobby – Other (less than 2 hours)		\$60.00 / Hour	\$60.00 / Hour
Lobby – Other (more than 2 hours to a maximum per day)		\$175.00 / Day	\$175.00 / Day
Concession – Non Profit		\$115.00 / Day	\$115.00 / Day
Concession – Commercial		\$175.00 / Day	\$175.00 / Day
Concession – Commercial NON LOCAL		\$350.00 / Day	\$350.00 / Day

BALL DIAMOND & SOCCER FIELD RATES

		<u>2019 Rates:</u>	<u>2023 Rates:</u>
Adult Teams			
Season	Add GST	\$380.00	\$450.00
Minor Ball			
Season	No GST	\$2,100.00	\$2,500.00
		* Fee includes access to arena or curling rink for spring training based upon availability and pre-booking	
Minor Soccer			
Season	No GST	\$2,100.00	\$2,500.00
		* Fee includes access to arena or curling rink for spring training based upon availability and pre-booking	
Ball Diamonds & Soccer Fields	Add GST		
One Time User of Ball Diamond / Field		\$52.00 / Use \$80.00 / Day \$160.00 / Weekend	\$52.00 / Use \$80.00 / Day \$160.00 / Weekend
Commercial Entertainment	Add GST	\$145.00 / Diamond	\$145.00 / Diamond
Concession:			
Triplex Ball Diamonds	Add GST	\$140.00 / Day \$185.00 / Weekend	\$140.00 / Day \$185.00 / Weekend
Museum Ball Diamonds	Add GST	\$40.00 / Day \$75.00 / Weekend	\$40.00 / Day \$75.00 / Weekend

CAMPGROUND RENTAL RATES

FOX LAKE PARK	GST included in Rates	<u>2019 Rates:</u>	<u>2023 Rates:</u>
Camping Fees			
Tent		\$20.00 / Night	\$20.00 / Night
Non Serviced Site		\$25.00 / Day	\$25.00 / Day
Power Site (20 or 30 amp)		\$30.00 / Day	\$30.00 / Day
Full Service Site		\$36.00 / Day	\$36.00 / Day
Camp Kitchen	Add GST		
		\$30.00 / Up to 4 Hours	\$30.00 / Up to 4 Hours
		\$60.50 / Day	\$65.00 / Day
		\$110.00 / Weekend	\$120.00 / Weekend
Group Camping			
Check in 2 p.m. & Check out 12 noon			
Must block book area with kitchen & Sites 19 to 25 only			
Fee based on 7 sites per night (power rate) plus camp kitchen &			
Non-refundable \$50.00 Administration Fee			
No refund if cancelled within one month of date.			
		\$325.00 / 1 night	\$325.00 / 1 night
	(7 x 30 = 210.00 + 65.00 + 50.00)		
		\$590.00 / 2 nights	\$590.00 / 2 nights
	(7 x 30 x 2 = 420.00 + 120.00 + 50.00)		
		\$800.00 / 3 nights	\$800.00 / 3 nights
	(7 x 30 x 3 = 630.00 + 120.00 + 50.00)		

<u>COMMUNITY CENTRE</u>	Add GST	<u>2019 Rates:</u>	<u>2023 Rates:</u>
Entire Facility		\$655.00 / Day	\$651.20 / Day
Entire Facility – Wedding Friday at 12:00 noon to Sunday at 3:00 pm		\$1,250.00	\$1,250.00
Auditorium		\$75.00 / Hour \$500.00 / Day	\$75.00 / Hour \$500.00 / Day
Stage		\$25.00 / Hour \$70.00 / Day	\$25.00 / Hour \$70.00 / Day
Large Meeting Room		\$45.00 / Hour \$160.00 / Day	\$45.00 / Hour \$160.00 / Day
Crafts Room		\$25.00 / Hour \$70.00 / Day	\$25.00 / Hour \$70.00 / Day
Bar		\$70.00 / Day	\$70.00 / Day
Kitchen		\$55.00 / Hour \$150.00 / Day	\$55.00 / Hour \$150.00 / Day
Barbeque		\$75.00 / Use	\$75.00 / Use

* Facility rentals are required to provide liability insurance coverage for their event if serving alcohol.

Additional Charges for bookings:	Add GST		
Set Up Fee (After 5:00 PM night before booking)		\$115.00	\$115.00
Holding Fee (To retain facility for a major event)		\$115.00	\$115.00 / Day
Take Down Fee (Up to 3:00 PM the day after booking)		\$115.00	\$115.00
Extra Cleanup Charge		\$60.00 / Hour	\$60.00 / Hour
Booking Deposit (Applied to rental charges)		\$200.00	\$200.00
Service Groups	Add GST		
1 Meeting / Month		\$340.00 / Year	\$340.00 / Year
2 Meetings / Month		\$680.00 / Year	\$680.00 / Year

LIONS HALL

Add GST

2023 Rates:

Entire Facility – Full Day

\$150.00

Entire Facility – Half Day (4 hour maximum)

\$75.00

CENTENNIAL PLACE

*includes **GST where applicable**
 (Age 14 & Under **GST Exempt**)

		<u>2019 Rates:</u>	<u>2023 Rates:</u>
Field House:			
Single Admissions: GST included where applicable			
Youth	6 -17 Years*	\$2.25	\$3.00
Adult	18 - 64 Years	\$5.50	\$6.00
Senior	65+ Years	\$4.50	\$5.00
Family	Must include 1 Adult	\$11.00	\$15.00

Punch Card (12 admissions for the price of 10):			
Youth*	6 -17 Years	\$22.50	\$30.00
Adult	18 - 64 Years	\$55.00	\$60.00
Senior	65+ Years	\$45.00	\$50.00
Family	Must include 1 Adult	\$110.00	\$150.00

Fitness Centre:			
Drop In Fee		\$10.00 / Day	\$15.00 / Day
Punch Card (12 admissions for the price of 10):		\$100	\$150.00

Walking Track:
Free Access to Public during regular facility operating hours

Facility Rental Rates:		Add GST for all rentals	
		<u>2019 Rates:</u>	<u>2023 Rates:</u>
Field House			
Youth/Family		\$45.00 / Hour	\$50.00 / Hour
Adult		\$72.00 / Hour	\$75.00 / Hour
Music/Youth Room			
Youth/Family		\$40.00 / Hour	\$45.00 / Hour
		\$154.00 / Day	\$180.00 / Day
Adult		\$44.00 / Hour	\$50.00 / Hour
		\$165.00 / Day	\$200.00 / Day
Bounce House (Includes Supervisor)			
2 Hour Minimum		\$110.00	\$110.00
Each Hour Thereafter		\$55.00	\$55.00

ACCESS PASSES - ADD GST TO ALL ACCESS LEVELS (except youth) 2019 Rates: 2023 Rates:

Bronze Access (access during regular hours to Field House and Walking Track)

Youth	\$220.00 / Year	\$220.00 / Year
Adult	\$330.00 / Year	\$330.00 / Year
Senior	\$275.00 / Year	\$275.00 / Year
Family	\$440.00 / Year	\$440.00 / Year

Silver Access card (access from hours of 7 a.m. to 11 p.m. to Field House and Walking Track)

Adult	\$350.00 / Year	\$350.00 / Year
Senior	\$295.00 / Year	\$295.00 / Year
Family	\$460.00 / Year	\$460.00 / Year

Gold Access (24/7 access to Field House, Walking Track, Fitness Centre)

Adult/Senior	\$66.00 / Month	\$66.00 / Month
Adult	\$550.00 / Year	\$550.00 / Year
Senior	\$440.00 / Year	\$440.00 / Year
Couple	\$880.00 / Year	\$880.00 / Year

Platinum Access Fee (includes all features of Gold Access PLUS Public, Lane, & Aqua Fitness Swim)

Adult/Senior	\$82.50 / Month	\$82.50 / Month
Adult	\$605.00 / Year	\$605.00 / Year
Senior	\$495.00 / Year	\$495.00 / Year
Couple	\$990.00 / Year	\$990.00 / Year

Fitness Trainer Pass Fee

Allows Trainer flexibility to take clients into the fitness centre during hours

Allowed under a Gold or Platinum Access Card

Trainer must have Gold or Platinum Access

Trainer must have a current accreditation as a Fitness Trainer

\$200.00 / Year

Swipe Card Replacement (lost/stolen) N/A \$25.00

OUT OF SCHOOL CARE

No GST

2019 Rates:

2023 Rates:

Program Fees:	Individual	\$35.00 / Day \$125.00 / Week \$440.00 / Month	\$35.00 / Day \$125.00 / Week \$450.00 / Month
	Family (per Child)	\$30.00 / Day \$120.00 / Week \$400.00 / Month	\$30.00 / Day \$120.00 / Week \$400.00 / Month

*Monthly rate is choice of any four (4) weeks – may not be consecutive.

*Additional fees will be required if participating in special events.

Boredom Busters/Youth Program (partial day)	\$5.00	\$5.00
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COMMUNITY SERVICES MISCELLANEOUS **Add GST**

2019 Rates:

2023 Rates:

Recreation Staff Man-Hours	As Per Policy 06-01		
Chairs	Per Day	\$1.50 / Chair	\$1.50 / Chair
Picnic Tables Per Table	Rate Per Day		
	Pick Up Fee	\$6.00	\$6.00
	Delivery Fee	\$15.00	\$15.00

COMMUNITY SERVICES SPECIAL NEEDS VAN – Refer to Policy 2013-02 for Standards and Procedures

Non Medical travel	Add GST	\$15.00 Plus \$0.15 / kilometer & fuel	\$15.00 / Day
Medical Appointments		Day Rate – Waived Per kilometer Fee – Waived Fuel costs – Charged	

Cancellation Fee	N/A	\$25.00
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AIRPORT

Add GST

2019 Rates:

2023 Rates:

Meeting/Workshop area	\$38.50 / Hour \$154.00 / Day	\$38.50 / Hour \$154.00 / Day
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Date: April 11, 2023

Agenda Item No: 11.00

Council Reports & Roundtable

Recommended Motion

That Council accepts the Council Reports for information.

Background

This portion of the agenda allows Council members to provide written or verbal reports to update other members of Council with information resulting from meetings they have attended since the previous Council meeting.

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

Communications

The 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 Costs: _____		Unbudgeted Costs: _____	
Source of Funds: _____		Source of Funds: _____	

Policy and/or Legislative Implications

N/A



Attachments

1. Mayor Povaschuk
2. Councillor Beaudoin
3. Councillor Crowle
4. Councillor Murphy
5. Councillor Olsen
6. Councillor Thuroo
7. Councillor Warwick

Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer

COUNCIL REPORT

Council Date: Apr 11, 2023 @ 6 pm

Prepared by Sandra Beaudoin

MEETINGS ATTENDED:

Meeting: Harvest Sky AGM

Location: HUB

Date & Time: Mar 14, 2023 10 am

AGM with 2022 Year end & Independent Practitioner's Review Engagement Report presented by Maynes Professional Corp, Hanna. Nothing found to be suspect. Projects still in the works. Mark's office space \$500/month. Town & Lynk will sort out the equipment. SAB & Town have been discussing the HUB 13 Ways 3 yrs. ago & Incite 2 yrs. ago. Visitor Info Center: Operated by Lynk for 2 yrs. Mark applied for Student summer employment for VIC staff & has put advertisements out for the jobs. Better to hire a Tourism manager for the VIC than to have Mark take this on when he doesn't have the time to do this. What happens if Harvest Sky doesn't get the Grant for the summer students?

Meeting: Council Meeting

Location: Council Chambers

Date & Time: Mar 14, 2023 6 pm

Delegations were interesting. Don Boos for Hanna Minor Hockey; in Drum for 3 weeks & spend \$6,000. CSB Memorial Park benches were \$1500 ea. but due to supply chain are now \$1700 ea. VIC to be operated by Harvest Sky with help from Town? Fall 2023 Rummage Sale date tabled. Geotech boreholes downtown result in significant contamination which I don't think was a surprise, but will add extra costs to address.

Meeting: Council Emergency Training

Location: Fire Hall

Date & Time: Mar 23, 2023 8:30 am

I enjoyed listening to Steve's experiences from many different scenarios. Having an Evacuation Plan, planning for Emergency Resources, Disaster Recovery Plan, Prevention & Preparedness. So much good info. No one ever thinks they will experience a disaster, but it when it does happen, it is good to at least know what to do & who to go to when your community needs it for the best outcome.

Meeting: Judge Regional 4H Public Speaking

Location: JCCharyk School

Date & Time: Mar 26, 2023 10 am

Asked to Judge the Junior Impromptu Public Speaking for the 12 Regional speakers. Awesome speakers & 4H is such a great organization to prepare youth for their future.

Meeting: Farmers Advocate, Alberta Agriculture, Darcy Allen **Phone:** 780 427-2350 farmers.advocate@gov.ab.ca

Location: Council Chambers

Date & Time: Mar 29, 2023 8:30 am

Darcy Allen, Energy, Utilities & Policy Specialist with Farmers & Property Rights Advocate Offices, Alberta Gov't: Website ref: [Surface rights and renewable energy | Alberta.ca](https://www.alberta.ca/surface-rights-and-renewable-energy) Held at Legion, organized by Carol Lenfesty. Darcy provided information specific to Solar Energy. Green Gate Power, Vulcan County covers 3,330 acres; 20 km west of Brooks covers 5,000 acres. Biphasal panels collect energy from both sides of these panels. Alberta Utilities Commission (AUC) manages utilities. They are to protect social & environment & governed by their own legislation. Land acquisition is voluntary with the landowner. Surface Rights Act does not apply to Green Energy. No licensed Land Agent required. Lease agreement heavily favors the Developer not the land owner as the Surface Rights Act did. Need to be informed, need to state all e.g. fencing, weed control, access to roads they build, access to rest of land, whether payment is based on production or paid based on # of units on property, etc. Get a legal review of Agreement which "most" developers will cover cost. Typically, there is not a large gain from the lease money. Agreement is confidential & discussing with others before signing can result in lawsuit. Big message is be informed! Reclamation Certificate must be received from the land to be released from Developer. If people have concerns, register with AUC with educated concerns to have access to information submitted to AUC. I did mention to the group that this is not a Town project & they must register with AUC to voice their concerns.

Meeting: Council Info Session

Location: Council Chambers

Date & Time: Mar 29, 2023 8:30 am

MPE presentation on the Beautification plans for Downtown Hanna. Good presentation!

However, disappointed all the trees, benches, bike stands, etc. were added without previous Council input. The previous Council did not agree or have input in the excessive features added which current Council is asking to remove.

I agree with minimizing the bump-outs where the no parking zones are currently. I agree this may increase safety. Will a bump-out at the Legion cross walk benefit as well, similar to Stettler? However, I don't agree with taking parking spots away.

Meeting: PACE Public Presentation Video

Location: ZOOM

Date & Time: Mar 31, 2023 3 pm

I watched the PACE video which provided additional information. With the promises made from a previous company new to Hanna which were not made prior to approval, I am reviewing this information with scepticism. But, I am willing to listen & learn.

UPCOMING MEETINGS:

Meeting: EOEP Land Use & Dev Course **Location:** ZOOM **Date & Time:** Apr 5, 2023 2:30 pm-4:30 pm

Meeting: Council Meeting **Location:** Council Chamber **Date & Time:** Apr 11 2023 6 pm

Meeting: EOEP Land Use & Dev Course **Location:** ZOOM **Date & Time:** Apr 12, 2023 2:30 pm-4:30 pm

Meeting: EOEP Land Use & Dev Course **Location:** ZOOM **Date & Time:** Apr 19, 2023 2:30 pm-4:30 pm

Meeting: Council Info session **Location:** Council Chamber **Date & Time:** Apr 26, 2023 8:30 am

Meeting: EOEP Land Use & Dev Course **Location:** ZOOM **Date & Time:** Apr 26, 2023 2:30 pm-4:30 pm

COUNCIL REPORTS & ROUNDTABLE

Council Date: **April 11, 2023**

Prepared by: **Fred Crowle**

Meeting: Hanna Foodbank

Location:

Date & Time: April 4 & 5, 2023

- Drove to Bluesky Colony to pick up 4 bags of carrots.
- Drove to Starland Colony to pick up 4 bags of potatoes and delivered to Barb on April 5.
- I donated 25 small Easter gift bags for the foodbank children.

Upcoming Meetings:

Meeting: Council Meeting

Location: Council Chambers

Date & Time: April 11, 2023 6:00 p.m.

- Picture retakes at 5:00 p.m.

Meeting: Big Country Waste Management Commission

Location: Zoom

Date & Time: April 12, 2023 7:00 p.m.

- BCWMC audit financials

Meeting: Veterans Memorial Highway Association

Location: Brooks Legion Hall

Date & Time: April 21, 2023 11:00 a.m.

- A tour of the JBS Food meat packing plant is scheduled; Transportation Minister Devin Dreesen and Premier Danielle Smith are to attend.

Meeting: Council Information Meeting

Location: Council Chambers

Date & Time: April 26, 2023 8:30 a.m.

COUNCIL REPORTS & ROUNDTABLE

Council Date: April 11, 2023

Prepared by: Councillor Sandra Murphy

Meeting: Town Council Meeting
Location: Council Chambers
Date and Time: April 11, 2023 6 pm

Meetings/Events/Training attended March 15 – April 10, 2023:

Event: **Hanna Library Board Plan of Service Meeting**
Location: Hanna Library
Date & Time: March 22, 10:00 am – noon
Comments: Due to the Director being on Leave, Sheila Taylor and myself have taken on the finalizing of the 5-year Plan of Service document; including our Mission and Vision Statements. This will take several meetings.

Event: **Municipal Emergency Officials Course**
Location: Hanna Fire Hall
Date & Time: March 23, 8:30 am – 1:00 pm
Comments: Excellent course detailing the chain of command in an emergency/disaster situation.

Event: **Acadia Foundation Board Meeting**
Location: Oyen Lodge
Date & Time: March 28, 10:00 am – 1:00 pm
Comments: No changes to occupancy reports; process is slow but steady in upgrading 10 rooms at Oyen Lodge to SL3; and everything is looking good for the addition of 14 SL4/SL4D wing to the Oyen Lodge; if SL3 is successful, then Hanna Lodge will be our next target. One suite in Hanna is already being furnished to accommodate a contract Nurse coming in to work at the hospital; if successful, more suites may be added, to ensure hospital continues to run.

Event: **Council Information Session**
Location: Council Chambers
Date & Time: March 29, 8:30 am - noon
Comments: Review of MPE plans for upgrading the downtown area; a significant amount of changes were suggested.

Event: **Hanna Library Board Plan of Service Meeting**
Location: Hanna Library
Date & Time: March 30, 1:00 pm – 3:00 pm
Comments: Due to the Director being on Leave, Sheila Taylor and myself have taken on the finalizing of the 5-year Plan of Service document; including our Mission and Vision Statements. This will take several meetings.

Event: **Acadia Foundation CAO Position Interviews**
Location: Oyen Lodge
Date & Time: April 4, 9:30 am – 4:00 pm
Comments: Interviews of four candidates were conducted; will notify Council once the successful candidate has hopefully accepted the position.

UPCOMING EVENTS/MEETINGS/TRAINING:

Event: **Hanna Municipal Library Board Meeting**
Location: Hanna Municipal Library
Date & Time: April 17, 4:30 pm – 7:00 pm

Event: **Acadia Foundation Meeting**
Location: Hanna Lodge
Date & Time: April 18, 10 am – 1:00 pm

Event: **Marigold HR Committee Meetings & Annual General Meeting**
Location: Marigold HQ, Strathmore
Date & Time: April 20-22

Event: **Council Information Session**
Location: Council Chambers
Date & Time: April 26, 8:30 am - noon
Comments:

COUNCIL REPORTS & ROUNDTABLE

Council Date: April 11, 2023
Prepared by: Councilor Kyle Olsen

Meeting: PACE Solar, Hanna Flight Club
Location: Virtual
Date & Time: March 20, 2 PM

Met with PACE and heard the concerns from the flight club as well as AHS. Expressed concerns about the land use and future development being handcuffed if a solar farm was to be constructed.

Meeting: Elected Official Emergency Operation Training
Location: Firehall
Date & Time: March 23, 8:30 PM

Completed the legislated training for Elected Officials.

Meeting: Palliser Regional Municipal Services Board Meeting
Location: Palliser Boardroom
Date & Time: March 23, 1 PM

Approved the financial audit, discussed the delays in a few projects and the completion of several projects in the coming months.

Meeting: Golf Course Board Meeting
Location: Clubhouse
Date & Time: March 27, 6:00 PM

Discussed a larger view of risk management for better documentation and planning for long range viability and success. Successfully landed a CFEP grant so construction of the shop will continue as planned. Snow has changed operations compared to last year but runoff will be helpful. Still concerned with water supply.

Meeting: Lynks Board Meeting
Location: Lynks Boardroom
Date & Time: April 6, 4:45 PM

Continuing issues with AGLC with the merger of Hanna Volunteer Association and Hanna Learning Centre. Updates from the Executive Director.

Town of Hanna Council Reports & Roundtable 2023

Council Meeting Date: April 11, 2023
Prepared by: Councillor, Angie Warwick

Meeting: Hanna Chamber of Commerce Annual General Meeting (Business Hub)

Cancelled X

Date: March 22nd, 2023

Time: 6:00 PM

Meeting: Village of Delia Viability Review

Date: March 22nd, 2023

Time: 7:00-10:00 PM

Presented by: Dee DeVeau; Municipal Viability Advisor

*This was a great learning opportunity of understanding the process of a dissolution study. There will be two more meetings, then the community vote before a decision will be made on the viability of the Village of Delia and whether it will remain a village or become a hamlet of Starland County.

Meeting: Palliser Economic Partnership (Dunmore, Alberta)

Date: Friday March 24th, 2023

Time: 10:00 AM

Meeting: Municipal Emergency Management Course

Date: March 23rd, 2023

Time: 1:00-2:30 PM

*Notes Attached

Meeting: Palliser Economic Development

Date: March 24th, 2023

Time: 10:00 AM

Location: Cypress County Office in Dunmore

Meeting: Presidents' Summit

Date: Wednesday March 29-30, 2023

Location: Edmonton

*Notes Attached

Meeting: Municipal Leaders Caucus

Date: Thursday March 29-30, 2023

Location: Edmonton

*Notes Attached

Celebration

Sunday April 2nd, 2023

ALBERTA COUNTRY MUSIC AWARDS

Nominee: Garrett Gregory-Local Musician

Town of Hanna Council Meeting

Located in the Town Office Council Chambers

Time: 6:00 PM

Roles and Responsibilities in Emergency Management

Emergency Management=The management of emergencies concerning all-hazards, including all activities and risk management measures related to prevention and mitigation, preparedness, response, and recovery.

Priorities of Emergency Management

1. Save Lives
2. Protect Property
3. Protect The Environment
4. Protect the Economy

Emergency Management Continuum

- Prevention and Mitigation
- Preparedness
- Recovery
- Response
 - Functions may be undertaken sequentially or concurrently.
 - One phase does not have to wait for another to begin.

Key Legislation

- Municipal Government Act
- Emergency Management Act-Local authorities emergency management regulations
- Local Bylaws and others (ICP/ECC-Emergency Coordination Centre)

Graduated System of Emergency Management

- Individuals
- Emergency Services
- Local authorities=Municipalities=Council
- Provincial government
 - Improvement District=Minister
 - Special Areas=Minister
 - Meti Settlement=Settlement Minister
- Federal Government=Indian Band=National Parks
 - Park Superintendent

Responsibilities of the Local Authority

1. Create an emergency advisory committee. (Sandra Beaudoin/Angie Warwick)
2. Establish and maintain an emergency management agency.
3. Appoint a director of emergency management. (Bylaw)
4. Ensure emergency management bylaws are in place.

Emergency Management Act Sec 11.1

1. Create an Emergency Advisory Committee

The emergency advisory committee is one or more members of council who serve in an advisory role relating to a community's emergency management plans and programs.

- Provide guidance and direction to the emergency management agency.
- Establish procedures for SOLE (**State of Local Emergency**) declaration.
- Approval of plans and programs
- Meet at least one a year.

2. Establish and maintain an Emergency Management Agency

3. Appoint a Director of Emergency Management

- The director of emergency management or DEM is the key figure in the local authority's emergency management system.
- Shall prepare and co-ordinate emergency and programs for the municipality.
- Your relationship with the DEM is very important.

How do you pick a DEM?

4. Ensure Emergency Management Bylaws

- Establish an emergency management agency, outline agency responsibilities.

Roles of Federal Government

- a. Royal Canadian Mounted Police (RCMP)
- b. Canadian Armed Forces
- c. Public Safety Canada

Other

- a. AHS (Alberta Health Services)
- b. Schools
 - Prevention
 - Mitigation
 - The MEO in Prevention and Mitigation
 - Include a Hazard and Risk Assessment
 - Hazard Identification and Risk Assessment (HIRA)
 - All Hazards Approach

Best Practices

- i. Understand the communities associated hazard and risks.
- ii. Ensure all reasonable activities are taken to prevent and mitigate consequences of disasters.
- iii. Create a prevention and mitigation plan.
- iv. Coordinate with other community initiatives.

What is Preparedness?

Preparedness is the process of building capacity to effectively respond when people property the environment or economy are impacted by disasters.

Example:

- Developing emergency plans
- Creating mutual aid agreements
- Conducting emergency management exercises

Approving Emergency Plans

An emergency plan is a document outlining the community's programs and procedures.

*Advisory committee must review them annually!

Specific Plan Requirements to Note

- Assignments of responsibilities
- Mechanisms to prepare and maintain emergency management staff contacts.

Approve Emergency Programs

- Training Requirements
- Functional Exercises

The Role of the Province in Preparedness

Best Practices:

- 1) Consider financing.
- 2) Get to Know your partners/positive relationships.
- 3) Prioritize training.
 - a. know the training requirements outlines in LEMR.
 - b. Make internal organizational training a priority for CAO.
 - c. Monitor for completion and future opportunities for development.
- 4) Seek Opportunities to Participate in exercises.
 - a. Learning and situational awareness
 - b. Supporting your DEM and community staff
- 5) Encourage personal preparedness initiatives.
 - a. Information
 - b. Support
 - c. Participate

Response is the actions.....

“A local authority shall, at all times, be responsible for the direction and control of the local authority’s emergency response unless the Government assumes direction and control...”

Section 11(a) Emergency Management Act

- The MEO in Response
- Declare a SOLE?

Powers of the Local Authority-Sec 19(1) EMA

- 1) Controlling or prohibiting travel in an area.
- 2) Fixing prices of procuring goods and services.
- 3) Conscripting people to help.
- 4) Evacuating people, livestock, and personal property.
- 5) Restoring or providing critical services, infrastructure, or facilities.
- 6) Authorize or activate any plan or program.
- 7) Entering any building or land without warrant.
- 8) Demolishing or removing trees, crops, or structures.

Evacuation

Requirement of care

- a. If you evacuate you take care of them

Renewing of Care

Renewing of Terminating a SOLE

A local authority must terminate a SOLE when the emergency no longer exists in the community.

- SOLE lasts for 7 days unless it is cancelled or renewed.
- The Minister can cancel a SOLE when they believe it is no longer necessary.

1. Good Faith Protection

No action lies against the local authority.....

2. Approve Response Expenditures

- a. Allow the conversation to happen before the event.
- b. Provide timely decisions.
- c. Provide compensation or remuneration.

3. Support the DEM

4. What is a State of Emergency

5. What is Recovery?

6. The MEO in Recovery

7. The Role of the Province in Recovery

Support a post-incident assessment:

A post incident assessment includes lessons learned, the process of a plan review, documentation and evaluation of the response and early recovery efforts.

NOTE: a post incident assessment was formerly called an after-action review.

Compliance

Courtesy Tag-given to your citizens to warn them of their offense.

BC=Atmospheric River

ABmunis Election Strategy: THINK ALBERTA. VOTE LOCAL

Lay of the land-60 Days to go!

- 22 of 82 candidates will not be on the ballot in May!
- 2019=Theme: Strong Communities Build Alberta
- 2023=Highlighting communities and community priorities
 1. Community Safety-how do communities want their communities **policed**.
 - a. Who has the plan?
 - b. Needs in our local communities.
 - c. Which political party has the right plan to keep your community safe?
 - d. Wrap around services.
 - e. Criminal release time is unacceptable.
 - f. Community Policing Plans!
 - g. We want to keep our Alberta Police force.
 2. Community Investment-predictable funding for long term infrastructure
 - a. Alberta=thirty-million-dollar deficit in infrastructure.
 3. Community Health Care
 - a. Rural AB physicians play many roles and still must see their regular patients.
- Help Alberta and vote local:
 - share social media.
 - take-action to your communities.
- Share community Action Plans and needs for your communities.

❖ **RCMP & Executive Team provided some updates and direction of the Alberta RCMP:**

Update and Q&A session with the Alberta RCMP Deputy Commissioner Curtis Zablocki (28-year veteran) and his team at Caucus to give an overview of new RCMP programs and key policing priorities for 2023. Most of this session covered and was dedicated to a conversation with delegates, with lots of questions!

- The RCMP does not want to get out of CONTRACT POLICING
- To make meaningful and positive changes to the 2032 policing contract
- Police funding model has made it possible to achieve new technology and grow the Provincial police service.
- Access drones to find our offenders.
- Implement body worn cameras.
- To ensure they have the right products and handle data properly.
- Leveraging response to incidents around the province RTOC -real time operation centre
- Direction and support from seasoned police officers
- Supports deployment of RCMP
- Supports of health, mental health etc.
- RTOC-manage incidents that are happening around us.

- Enforcement and isolation of offenders does not always work-there are a lot of root causes that we are working toward to enhance community safety.
- Identify clients with complex needs to help them break out of criminality.
- Police response is not always the right response....mental health is growing.
- We've built redundancies into our policies.
- Pairing paramedics and police officers together to deal with addictions.
- Since 2018 we've 53% decrease in property damage
- Crime reductions strategies are on going.
- Data to action transcribes people, places and crime types that are affecting our communities.
- We are data driven but also community driven!
- We participate in Town Halls, Council Meetings etc.
- We are insuring all 47 detachments are connected to your Municipalities.
- We work closely with the Deputy Minister
- Police Amendment Act
- 2020-Police Advisory Board
 - Budget
 - Policy Development
- Continuously evaluate Police Services
- Work with a consultation firm to better serve communities.
- We value your input to better delivery service to your communities.
- The support that you give to your police officers in your community means a lot to them!

What is the expectation of privacy & Charter of Rights?

- ✓ The courts will take care of that.
- ✓ Artificial Intelligence were pulled back as the police were put in their place.
- ✓ The Privacy commissioner is in place for this.

- ❖ Community Builders in Action ABmunis Marketing Manager Rena Stackhouse went on a road trip last summer to gather photos for marketing and branding purposes. She came back not only with amazing images, but also with amazing stories of thriving communities.
 - These were real Albertans-not actors-that were captured in photos and conversation.

- ❖ Family and Community Support Services: The Power of Prevention Murtaza Jamaly, President, and Mellissa Kraft, Executive Director, with the FCSS Association of Alberta, and Stephen Gauk, Executive Director of Civil Society and Community Initiatives with Seniors, Community and Social Services, provided an overview of the FCSS program and what the new FCSS accountability framework means for municipalities and their FCSS partners.
 - Moto: "We Are Stronger Together"

- Alberta's best kept secret: as most people in Alberta don't know what FCSSS stand for.
 - Prevention programs at an early stage to prevent a range of social issues.
 - Huge focus on volunteerism.
 - 20% funding from Municipalities and 80% from Province.
 - FCSS is a shared framework with the Ministry.
 - Cross Ministerial approach-which does not exist anywhere in government.
 - FCSS Accountability Framework-owned by the Provincial Government.
 - No dollars are used to pay for Infrastructure or pay Board members.
 - Homeless & Housing/Mental Health/Community Activities.....
 - Investment
 - \$1.00 Prevention=\$7-\$10.00 of Cure
 - 47,850 volunteers
 - Over 1 million Volunteer hours
 - \$72 million returned to Albertans through free tax return clinics.
 - FCSS received a \$5 million dollar increase in the last budget (none since 2015), although they were expecting \$30 million. Previously the budget was \$105 million. Municipalities are picking up the difference with the increase of mental challenges.
 - Each agency attacks their own personal provincial priority in their own way!
 - WE are uniquely Albertan!
 - When you need us, we will be there for you because: We Are Stronger Together!
 - NOTE: Accountability Framework- many have no understanding of?
- ❖ Community Rail Advocacy Alliance (CRAA) Kevin Zahara, Mayor of the Town of Edson, provided a brief update on the Alliance's work to advocate for improved rail freight service in Northern Alberta.
- 25 Counties, Municipalities and Villages
 - Making changes to increase rail capacity.
 - Met with Minister, Rebecca Schultz
 - www.railforward.ca
- ❖ Victim Services Program Redesign Learn about the Government of Alberta's recent changes to victim services and how they may affect your municipality, as well as upcoming opportunities for engagement.
- Conduct an immediate review of the current model of victim service delivery, available for victim assistance funding, and victim compensation to ensure there is necessary assistance to victims of crime.
 - Conducted in 2020-21 and included a total of 40 engagement sessions with approximately 150 stakeholder groups.
 - Identified gaps in the services and supports available for victims of crime.
 - Informed the 19 recommendations within the "Recommendations on Victim Services." Report to Government (MLA Report) completed in 2021.

- Create a stable funding stream for police-based victim services.
 - Stabilize remuneration for those working within the new model.
 - On going stakeholder input.
 - Each new society board will include 10-12 members.
 - No more than one board member from each detachment.
 - Model is to be flexible.....no offense will be taken if changes need to be made.
 - 4 Primary Pillars
 - Responding to Calls
 - Engaging
1. Is the delivery of police-based victims services transitioning to a single government-run service?
NO
 - Will continue to be community led.
 2. Will Victim Services be removed from our local community? NO
 - Only board governance is being centralized; frontline caseworkers remain local and continue to be co-located with local police and local volunteers' advocates.
 3. Will there be a reduction in scope of services (noncriminal and tragic events)? No
 - There will be no reduction in services currently provided. In fact, the new model has been designed to stabilize and improve programs above and beyond what is offered under the current governance structure.
 4. Will there be fewer staff? NO
 5. Will current VSU staff lose their jobs?
 - Once the new regional zones are established each current serving staff member will be invited into an interview process to the posting of any of the new frontline positions.
 6. Will municipalities be forced to pay for the provision of victim's services under this new model?
NO
 7. Will victim services be maintained 24/7?
 - Comprehensive stand by and call out protocols.

New model in place by April 2024

❖ Alberta's Political Landscape Leading up to Election 2023 In advance of the election, ABmunis has put together a panel of some of Alberta's brightest political journalists and thinkers. This session will feature Jane Brown with Janet Brown Opinion Research, Keith Gerein with the Edmonton Journal. Byron Hackett with the Red Deer Advocate, and Jason Markusoff with CBC Calgary. Come hear their thoughts on hot-button topics, party platforms, and key issues shaping the election.

- This election is a Two-Party system.
- Voting is hard, you must think about the party/policy/person.
- It would be good to see a strong 3rd party.
- The most pressing issue for those going to the poles in 2023: food, Healthcare.
- Its not going to be a close election!

- Calgary will not be close—their 26 seats can go either way! The NDP could sweep the city. Without winning Calgary the Government will not change!
- Edmonton will be NDP.
- The path to victory for the NDP is picking up seats in several other jurisdictions as well as picking up 15 seats in Calgary.
- 2015 people were not happy with the NDP.
- People vote with emotion instead of rational.
- Removal of individuals with hinged views is vital for battle ground Calgary.
- Wild Rose candidates are being looked at from their campaign 15 years ago.
- Cold Lake Mayor: Craig Copeland says: Edmonton gets the major amount of dollars from this province.
- Stony Plain Mayor addressed how the panel spoke about people coming to these functions to get drunk.

❖ Premier's Remarks

- Danielle Smith: 19th Premiere of Alberta
- Investing 2 billion dollars in Municipalities
- Healthcare-Edmonton/Calgary facilities
- Fast tracking ambulances added 114 nurses to our ambulance services.
- 39000 people on a surgical waiting list---working on whittling that down by 3000 per month.
- Funding to schools to spend as they see fit.
- AB let the country in net international population growth.....coming because of the opportunity not the dollars.

QUESTIONS

Vision for Municipalities and Province?

- Partners
- Not attaching mandates around funding grant dollars-knowing full well this happens Federally as well.
- Municipalities know infrastructure needs-let them meet them demands.
- Senior Housing-supported in their own home and then transition to long term care-continuing care strategy is being worked on.
- Recovery Based Solutions for mental health and addictions-does not help support "prevention based"(Every \$1 spent saves \$10-12)-addressing this as a foundation initiative. There's \$275 million dollars invested in this initiative-high priority for this Government.
- \$105 million invested in FCSS.

❖ Opposition Leader's Remarks and Q&A Session

- Rachelle Notley
- *Recorded
- Healthcare Emergency is now---why is the NDP plan for 10 years?

❖ Minister of Municipal Affairs': Rebecca Schultz

- Government priorities
- More people moving to Alberta-52,000 people-increase of 207%
- Budget 2023 addresses the budget pressure.
- Doubled MSI funding. With funding to be on going!
- Library boards 3% =\$3 million dollars.
- Building and Fire Codes are updated every 5 years-exemptions with farm buildings.
- Building Construction-keeping housing affordable for Albertans.
- Record job growth-11,000 full time jobs created in February 2023

President's Summit on the Future of Municipal Government

Future of Municipal Government: Cathy Heron-Mayor: St. Alberta, President of AMA

- Economies were sliding through a boom-and-bust cycle which is why we are engaging about this today!
- We want Municipalities to operate with out the overreach of other arms of Government.
- Municipal Affairs were cautious not to direct but give support on this initiative.
- One size does not fit all.
- Top-down force amalgamation had not resulted in the anticipated cost savings.
- Low birth rates increase the importance of immigration.
- Attract and retain residents through economic developments and welcoming and inclusive community.
- Collaboration is needed to improve services and reduce costs.
- Collaboration isn't easy—it is necessary!
- Lonely at the TOP an examination of the changing dynamics for CAO's in Alberta

Towns South (which is inclusive of Hanna along with 39 other communities):

Director: Tanya Thorn

Local Governance in Alberta- Professor: Sandeep Agrawal

- AIM: asses current state of Alberta's local governance model
 - Viable-three critical mass is present, effective service provision, political representation.
 - Legitimate-means how rightful is the government system. Is it legal, justified, credible, supported by its citizens.
- Good Governance: Efficiency, Capacity, Accountability, Accessibility (public participation), Responsiveness (reasonable time frame in a non discriminative way).
- 7 Governance options were reviewed-5 for Alberta:
 - Intermunicipal Collaboration Framework's
 - Amalgamated Municipalities
 - Specialized Municipalities
 - Growth Management Boards
 - Regional Services Commission
- Regional Districts-BC
- Two-Tiered Government -Ontario
- Alberta's Governance Model
 - Efficiency-**X**
 - Capacity- **X**
 - Accountability-YES
 - Accessibility-YES
 - Responsiveness-YES
- No governance option is perfect.

- Amalgamated communities increase capacity but have effects on efficiency.

Alberta's Options:

- Disruptive and Risky:
 - Regional Districts,
 - Two-tiered Government
- Complementary and Incremental:
 - Incremental collaboration framework's
 - growth management boards
 - Regional services Commissions
- ❖ Main Assertions
 - No one size fits all model will work in Alberta.
 - Strengthen the currently existing Governance model in Alberta through ICF's etc.
 - Strengthen and expand the currently available dispute resolutions mechanisms.
 - Abundance mindsets towards cooperation and collaboration.

Book: Municipal Boundary Battles

The Future is Facilitated: the role of facilitation, mediation, and arbitration in supporting intermunicipal relationships.

Carol Zukiwski, Q.Arb, Counsel RMRF

Bill Diepeveen, Principal, Bill Diepeveen Mediation Associates

- Get involved with each other early but get involved without issues on the table.
- Build relationships without being driven by issues.
- Bring in arbitrator or mediator prior to pressure building.
- Review and renegotiation of ICF's (Intermunicipal Collaboration Framework)
- Collaboration on intermunicipal services is now a purpose of municipalities (s. 3(d) MGA)
- Arbitration Process: Decisions or direction to arbitrate~Arbitrator organizes pre-hearing~At the hearing~Decision making/writing~Judicial Review
- Third party decision maker is bound by Legislation.....it is better to keep it in house, amongst yourself if possible.

What works well in your Municipalities to build relationships and resolve disputes?

1. Well educated participants
2. Conversation & Collaboration
3. Celebrate wins together.
4. Supportive Leadership: CAO's, Elected
5. Bring all parties to the table.

6. Let everyone be heard.
7. Get the right people to the table.

What Dispute resolution resources do you most need?

1. Sustainable funding model

FCM President: Taneen Rudyk

- Federal Government has failed us on Contract policing!
- Canadas municipalities need a modernized fiscal framework.

Cross Country Check-up Panel

🚩 Randy Goulden, President SUMA (Saskatchewan)

Gave an update on the vast changes in Saskatchewan since 1905-2023

Dominion Land Act 1872—contributed to settlement growth.

NWT Council: -Regina 1882

-Moose Jaw 1883

-Railways were decided

THEN 1905

60 Villages-

10 Towns-

3 Cities-

NOW 2023

82% live in Urban.

18% live in Rural.

🚩 Denys Volkov, Executive Director, Association of Manitoba Municipalities (AMM)

-Went from 197 Municipalities to 137 Municipalities

-Challenged how the mill rate is fair to all after amalgamation

-New government who was involved in an amalgamation made

-1999 Urban and Rural merged in Manitoba.

🚩 Brittany Merrified, Secretary/Treasure, Union of Municipalities of New Brunswick (UMNB)

- Biggest Municipal Reform since 1967
- Advisory Councils are now all represented
- 12 Commissions (2012)

Populations

- ✓ Alberta 4.3 Million
- ✓ Manitoba 1.3 Million
- ✓ Saskatchewan 1.1 Million
- ✓ New Brunswick 776,827
- ✓ B.C. 4.3 Million

Alberta has all their borders covered unlike any other Province.

What Should be Adapted and implemented in Alberta?

✓

What Should Be Avoided?

- ✓ Give grant funding Federal & Provincial with no attachments.
- ✓ Forced Amalgamation
- ✓ Avoid 15-minute cities!
- ✓ Party Politics
- ✓ Provincial Downloading.....instead uploading.
- ✓ Duplication of services.
- ✓ Do things right the first time.
- ✓ Forced regionalization can lose their local autonomy.

March 30, 2023

Small But Mighty: Finding Strength in Collaboration.

Intermunicipal Collaboration Framework's

How despite going through a judicial review related to the ICF, the Town and County of Cardston have expanded their collaboration with innovative regional initiatives

MGA708.29(1) A framework must describe the services to be provided under it that benefit residents in more than one of the municipalities that are parties to the framework.

- Libraries & ICF (Intermunicipal Collaboration Framework's)
- Provincial Library Grants 6.2%
- Establish Regional Emergency Management with Regional Director
- Focus on problems not persons.

- If you go to the ACT your Town Councillor should be acting as a Board member not as a Councillor on your library Board.

QUESTIONS:

Does our ICF include libraries?

Does our ICF include other services not delivered by your Municipality?

Amalgamating Turner Valley & Black Diamond

Lessons learned through the amalgamation process

- Initially-Long standing citizens wanted nothing to do with amalgamation.
- A Bound through hardship happened after the floods in 2012 and sharing water etc.- things changed.
- The amalgamation process began.
- Robust survey to rename our Municipality.
- Established electoral wards/boundaries.
- To pass votes- 80% was required through the two joint councils.
- There were deficiencies: now one CAO, One Fire Chief, only 5 Councillors instead of 10.....
- Lots of up-front costs.....efficiencies happen in the years to come!

Question:

Would you want to be a Slytherin or Hufflepuff?

Retaining Healthcare Professionals: (Town of Sexsmith & Town of Wembley)

Shared how their focus on strengthening council and regional relations has benefited their communities

- Students-Tour the facilities
- Work together Regionally
- Cost share resources
- Intermunicipal meetings
- Fun events: golf, barbecues etc.
- Senior Transportation
- Emergency Management

What I've Learned:

Participate in RMA-They include smaller communities and villages. Next year consider doing a collaborated effort to run these sessions back to back.

Advocate with ONE voice as a Province...United & Strong!

WTF=What's The Future!

Date: April 11, 2023

Agenda Item No: 12.00

Correspondence

Recommended Motion

That Council accepts Correspondence items 12.01 – 12.05 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 Costs:	_____	Unbudgeted Costs:	_____
Source of Funds:	_____	Source of Funds:	_____



Policy and/or Legislative Implications

N/A

Attachments

1. ATCO Electric – Town of Hanna 2022 Annual Report
2. PLRD – Board Highlights February 28, 2023
3. Minister of Municipal Affairs – 2022-23 Fire Service Training Grant Approval
4. News Release – Rail Exploration – East Central Alberta
5. Town of Barrhead – Letter of Support – EPR Exemption

Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer

YOUR COMMUNITY. OUR COMMITMENT.

Report to Communities

ATCO

The Town of Hanna

Serving 1885 Customer Sites in the Town of Hanna

ATCO Electric strives to improve the lives of our customers by providing reliable, sustainable, innovative and comprehensive electricity solutions to our franchise communities.

Customer Breakdown

Rate Class	2021 Number of Sites	2022 Number of Sites
Company Farm	0	0
General Service	218	222
Industrial	16	16
Oilfield	1	1
Residential	1257	1269
Sentinel Lights	27	30
Street Lights	347	347
Total Number of Sites	1866	1885

Franchise Fee and Taxes

	2022 Actual	2023 Forecast
Wires Distribution Revenue	\$3,124,359	\$2,908,778
Franchise Fee %	@ 7.5%	@ 7.5%
Franchise Fee on Revenue	\$234,464	\$218,158
Distribution Linear Taxes	\$41,646	\$45,559
Total Estimated Fee + Tax	\$276,110	\$263,717

Based on 2022 actual revenue, a franchise fee increase of 1% would increase fee payments by \$31,243 per year.

System Reliability

Reliability data is derived from the number of outages (frequency) and length of outage (duration). Most unplanned outages are due to weather or third-party contact with lines. ATCO requires planned outages to conduct maintenance and repair work or to build a new electrical line. (*SAIDI/SAIFI definitions under Supporting Information)

Outages	2021	2022
*SAIFI (Feeder Average)	0.3	4.9
*SAIDI (Feeder Average)	0.1	2.9
ATCO Electric (System Average) SAIFI (Major Events Included)	1.6	1.6
ATCO Electric (System Average) SAIDI (Major Events Included)	4.9	4.8

Distribution Asset Maintenance Programs

Completed in 2021	Completed in 2022	Proposed for 2023
<ul style="list-style-type: none"> Distribution System Inspections 	<ul style="list-style-type: none"> Distribution System Inspections Forestry Planning and Consent Streetlight Davit Testing 	<ul style="list-style-type: none"> Forestry Maintenance

Street Lights

Inventory Summary

Lamp Type	Investment Rate	Non-Investment Rate
High Pressure Sodium	14	271
LED	44	1
Total	58	272

- Number of “lights-out” identified from the street light patrols: 10
- Number of temporary overhead repairs of streetlights: 0
- Number of underground repairs made: 0

Community Engagement

Our ATCO EPIC program is a grassroots initiative involving employee-led committees that plan, implement and administer workplace fundraising campaigns within the company. The program combines fundraising events, auctions, friendly team competitions and employee pledges that support more than 800 charitable and non-profit organizations. **In 2022, our people raised \$2.8 million.**

ATCO Employees in your community have participated and contributed to the following initiatives:

Donations:

- Handhills Stampede
- Alberta Fire Fighters Curling Bonspiel

Regulatory Information

- The ATCO Electric Annual Rule 002 Service Quality and Reliability Performance Report for 2022 can be found at: https://www.auc.ab.ca/regulatory_documents/service-quality-and-reliability-plans
- 0 Customer complaints were received by the Alberta Utilities Commission for the Town of Hanna

YOUR COMMUNITY. OUR COMMITMENT.

Report to Communities

The ATCO logo is displayed in a large, bold, white sans-serif font. A thick yellow horizontal line is positioned directly beneath the letters 'CO'.

- ATCO Electricity rates: <https://www.atco.com/en-ca/for-home/electricity/rates-billing.html>

Supporting Information

*SAIFI (System Average Interruption Frequency Index): The average number of interruptions per customer.

*SAIDI (System Average Interruption Duration Index): The total average number of hours each customer power is interrupted.

Active outage information can be found at: <https://electric.atco.com/en-ca/power-outages/outage-map.html>

More detailed information available upon request.

Contact Us

If you have questions about ATCO's electricity distribution operations, customer service or community involvement in your area, please contact us.

Tracy Volker

Customer Sales Representative
ATCO Electricity
(403) 741-4792
Tracy.Volker@atco.com

Nick Peelar

Senior Manager
ATCO Electricity
(403) 820-2411
Nick.Peelar@atco.com

BOARD HIGHLIGHTS

Board of Trustees Meeting

February 28, 2023

Prairie Land Fine Arts Initiative

Prairie Land recognizes the importance of Fine Arts education and is dedicated to ensuring all students across our division have access to authentic experiences that will ignite and foster their passion in the arts. Holly Stanger has been working with talented artists in our community who are excited to share their expertise with Prairie Land schools. These local artists have created workshops that may be delivered online or in person to students across the division. There is currently 28 potential workshops for teachers to access in the fields of drama, musical theatre, dance, digital media, graffiti and visual arts.

Prairie Land Annual Education Results Report

The Board adopted the *2021 – 2022 Annual Education Results Report (AERR)*. Prairie Land's Education Plan focuses on teaching and learning, health and wellness, culture and inclusivity, and engagement and community. Prairie Land's results can be accessed at [AERR 2021-2022](#) .

Support of Consort Baseball Diamond

The Board of Trustees passed a motion to provide the Village of Consort \$150,000 for the construction of a new artificial turf ball diamond (and reassess support in June if additional dollars are available). The Neutral Hills Wranglers in addition to Consort Minor Ball and Consort School will all benefit from this initiative.

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



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Shaw*

AR110965

March 21, 2023

Mayor Danny Povaschuk
His Worship
Town of Hanna
PO Box 430
Hanna, Alberta T0J 1P0

Dear Mayor Povaschuk,

Thank you for submitting your municipality's grant application under the 2022/23 Fire Services Training Program. I am pleased to advise that your municipality has been awarded a total grant of \$12,592.74 to carry out training as outlined in the conditional grant agreement.

Please find attached the conditional grant agreement for your review and signature. The signed agreement can be returned electronically to firecomm@gov.ab.ca. Once the conditional grant agreement has been signed by Municipal Affairs, the grant funds will be distributed and a final signed copy of the conditional grant agreement will be emailed to you for your records.

Municipal Affairs will be working with the Alberta Fire Chiefs Association to review the grant evaluation criteria and approval process for potential enhancements in future years. If you have any questions regarding the grant process or the conditional grant agreement, please contact the Grants Coordinator at 1-866-421-6929 or firecomm@gov.ab.ca.

I would like to recognize Honourable Nate Horner, MLA Drumheller-Stettler for their continued support of this program. I wish you every success with your fire service training initiatives.

Thank you for your important work and dedication to the safety of individuals in your community.

Sincerely,

Rebecca Schulz
Minister

Attachment: Conditional Grant Agreement

cc: Honourable Nate Horner, MLA Drumheller-Stettler
Kim Neill, Chief Administrative Officer
David Mohl, Fire Chief

Notifications

Keeping Alberta Affordable: Eligible seniors and families with children under 18 can apply for \$600 affordability payments. [Learn more and apply now](#)

Alberta [Alberta.ca](https://www.alberta.ca)

Government news

Mar 23, 2023

Strengthening an economic corridor in Oyen

Alberta's government is exploring expanding an economic corridor in east-central Alberta.

On this page:

- [Quick facts](#)
- [Related information](#)
- [Related news](#)



The Alberta Government signs a Memorandum of Understanding to explore expanding economic corridors (l-r Don Dean (Oyen Regional Rail Corporation), Jodie Parmar (Canada Infrastructure Bank), Minister Devin Dreeshen, Minister Nate Horner, Doug Jones (Mayor of Oyen).

The government has signed a memorandum of understanding with Special Areas and Oyen Development Corporation, Oyen Regional Rail Company and Canada Infrastructure Bank to support their assessment of whether the rail line between Oyen and Lyalta should be restored.

“Economic corridors connect key markets to Alberta by road, rail, pipelines and utility lines. That’s why we are supporting the exploration of this concept in east-central Alberta that can stimulate investment, eliminate supply chain bottlenecks and reduce shipping distances for producers.”

Devin Dreeshen, Minister of Transportation and Economic Corridors

“This proposed rail development will unlock the economic potential of all communities in the region. If approved, the rail line would support increased agricultural production and attract new opportunities to producers and processors in the area and across Alberta.”

Nate Horner, Minister of Agriculture and Irrigation

The agreement will help to determine if a business case exists to support investment in the project. The goal of restoring shortline rail in Oyen is to provide access to critical export markets for Alberta products, including agricultural and agri-food products, fertilizer and energy products.

Shortline rail is widely used in Western Canada to enhance access to Class 1 rail lines, providing a rail option for shippers. Shortline railways expand access to export markets for agricultural products and other goods, helping to improve the competitiveness of Alberta businesses in supplying goods to other markets.

“Alberta’s government and the Canadian Infrastructure Bank working together quickly on a proposal to expand rail transportation is great news for local businesses and producers. If approved, the rail line would benefit every sector of our economy and make rural Alberta even more competitive.”

Don Dean, Oyen Development Corporation

“Expanding rail transportation networks presents a tremendous opportunity for east-central Alberta. Along with our recently approved transportation grant, this rail development would support growth and opportunities for years to come.”

Doug Jones, mayor, Town of Oyen

“Transportation networks are critical to supporting Alberta’s economic growth and are an investment priority sector for the CIB. We look to accelerate infrastructure investment across the

country, which drives economic productivity, greens the economy and connects Canadians.”

Ehren Cory, CEO, Canada Infrastructure Bank

This initiative supports the [Economic Development in Rural Alberta Plan](#). The five-year plan's strategic directions and corresponding initiatives and actions support rural capacity building in the key areas of entrepreneurship, skills development, small business supports, marketing rural and Indigenous communities, promoting tourism, and rural economic development interconnectivity at the regional level.

Alberta's government will work and proactively partner with Indigenous communities to plan economic corridors for the economic benefit of all.

Quick facts

- Cost of the feasibility study is \$1 million.
 - Government of Alberta - \$475,000
 - Canada Infrastructure Bank - \$475,000
 - Special Areas and Oyen Development Corporation - \$25,000
 - Oyen Regional Rail Company - \$25,000

Related information

- [Economic Development in Rural Alberta Plan](#)

Related news

- [Planning for east-central irrigation expansion](#) (Dec 5, 2022)

April 3, 2023

Office of the Minister
Environment & Protected Areas
224 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6

RE: Exemption of Newspaper Media from EPR Program Revisions

Dear Minister Savage,

On March 14, Council heard from Evan Jamieson, President, Alberta Weekly Newspapers Association. Mr. Jamieson highlighted what impact changes to the EPR program would have on newspaper media.

The newspaper industry is already under extreme financial pressure due to increased costs of materials and inflation coupled with the decline in advertising spend and subscriptions. It might seem simple to discontinue physical publications in a digital world; however, digital excludes entire demographics of individuals who cannot access the internet. Newspapers serve as a source of information for those who still operate in an analogue world. A newspaper closing its doors due to additional expenses, will cut an entire demographic off from access to local, national, and international news.

We urge the UPC to follow in the footsteps of jurisdictions such as Great Britain and Ontario where newspapers have become exempt from similar EPR programs. Newspapers have multiple uses, offering a secondary purpose aside from providing information about the world. Among other uses, they are conducive as insulation for temperature sensitive products during transport and protect precious family heirlooms during a move. We urge you to recognize the importance of local papers and the impact the potential closure newspaper businesses would have on the social fabric of the communities they serve. Consider the challenges already faced. Follow in the footsteps of the Ontario government, and please exempt newspapers from the revised EPR program.

Regards,



Dave McKenzie
Mayor

cc: Glen van Dijken, MLA Westlock-Peace River
Alberta Municipalities
All Alberta Municipalities