

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

- 1 CALL TO ORDER – 6:00 pm**
  
- 2 ADOPTION OF THE AGENDA**
  
- 3 DELEGATIONS**
  
- 4 PUBLIC PRESENTATION**
  
- 5 ADOPTION OF MINUTES**
  - 5.01 Minutes of the Regular Meeting of Council – June 13, 2023
  - 5.02 Minutes of the Information Meeting of Council – June 28, 2023
  
- 6 FINANCE REPORTS**
  - 6.01 Accounts Payable
  - 6.02 Statement of Revenues & Expenses – June 2023
  - 6.03 Budget Overview – June 2023
  - 6.04 Capital Budget Update – June 2023
  
- 7 COMMITTEE REPORTS**
  - 7.1 Community Services Board Meeting Minutes – June 12, 2023
  - 7.2 Municipal Planning Commission Meeting Minutes – June 13, 2023
  
- 8 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

**9 BUSINESS ITEMS**

- 9.01 2023 – 2nd Quarter Fire Department Report
- 9.02 2023 – 2nd Quarter Development Report
- 9.03 2023 – 2nd Quarter Emergency Management Report
- 9.04 2023 – 2<sup>nd</sup> Quarter Report – Municipal Enforcement
- 9.05 Future of Business Hub
- 9.06 Hanna Municipal Library – Safety and Use Policy
- 9.07 Hanna Cruisers – Airport Hanger Lease
- 9.08 MPC appointment

**10 BYLAWS**

**11 COUNCIL REPORTS & ROUNDTABLE**

**12 CORRESPONDENCE ITEMS**

- 12.1 Alberta Transportation – Bridge Application
- 12.2 Minister of Municipal Affairs – Introduction Letter
- 12.3 Special Areas Board – Letter to Minister of Agriculture & Irrigation

**13 CLOSED SESSION**

**14 ADJOURNMENT**

Date: July 11, 2023

Agenda Item No: 05.00

## Council Meeting Minutes

### Recommended Motion

That the Minutes of the Regular Meeting of Council held June 13, 2023, be adopted as presented.

That the Minutes of the Information Meeting of Council held June 28, 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 – June 13, 2023.
2. Minutes of the Information Meeting of Council – June 28, 2023.

## Reviewed by and Approved for Submission to Council

Reviewed by: \_\_\_\_\_

Financial Review by: \_\_\_\_\_

\_\_\_\_\_  
Chief Administrative Officer

**TOWN OF HANNA  
REGULAR COUNCIL MEETING  
June 13, 2023**

Minutes of a Regular Meeting of the Council of the Town of Hanna held Tuesday, June 13, 2023 at 6:00 p.m. in the Town Council Chambers.

**Council Members Present:**

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

**Administration Present:**

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

**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 Crowle that the agenda for the June 13, 2023, Regular Council Meeting be adopted as presented.

Motion Carried.

**3.0 DELEGATIONS**

**3.01 Hanna RCMP Detachment 2022/2023**

Moved by Councillor Warwick that Council thanks Sgt. Robert Welsman, OIC Hanna Detachment, for the presentation of policing statistics 2022/2023 fourth quarter (January-March 2023) and the update on the activities of the Hanna RCMP Detachment.

Motion Carried.

#### **4.0 PUBLIC PRESENTATION**

##### 4.01 Carol Lenfesty

Carol Lenfesty approached Council with concerns relating to town bylaws; specifically asking how residents can apply to have hens on their property. Secondly expressed her concerns regarding the PACE solar farm proposal, stating it will not be good for the community and the residents surrounding the solar farm.

##### 4.02 Elaine Wasdal

Elaine Wasdal approached Council to express her concerns relating to Bylaw, Emergency Management, and Municipal Planning Commission. Secondly, questioned the process PACE must follow before given approval of their solar farm proposal.

#### **5.0 ADOPTION OF MINUTES**

##### 5.01 Minutes of the Regular Meeting of Council – May 9, 2023

Moved by Councillor Thuroo that the Minutes of the Regular Meeting of Council held May 9, 2023 be adopted as presented.

Motion Carried.

##### 5.02 Minutes of the Information Meeting of Council – May 31, 2023

Moved by Councillor Murphy that the Minutes of the Information Meeting of Council held May 31, 2023 be adopted as presented.

Motion Carried.

#### **6.0 FINANCE REPORTS**

##### 6.01 Accounts Payable

Moved by Councillor Crowle that Council accepts the accounts payable listings for general account cheques 42626 – 42678 and direct deposit payments 002047 – 002120 for information.

Motion Carried.

120-2023  
Regular Meeting  
Minutes

121-2023  
Information Meeting  
Minutes

122-2023  
Accounts Payable

6.02 Statement of Revenue & Expense – May 2023

123-2023  
Statement of  
Revenues &  
Expenses

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

Motion Carried.

6.03 Budget Overview – May 2023

124-2023  
Budget Overview

Moved by Councillor Murphy that Council accepts the Budget Overview for May 2023 for information.

Motion Carried.

**7.0 COMMITTEE REPORTS**

125-2023  
MPC Minutes

Moved by Councillor Beaudoin that Council accepts the Municipal Planning Commission Meeting Minutes of May 17, 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

126-2023  
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 2023 Tax Recovery – Public Auction

127-2023  
2023 Tax Recovery –  
Public Auction

Moved by Councillor Crowle that in accordance with the Tax Recovery Process as set out in the Municipal Government Act, a Public Auction be set for Monday September 11, 2023 at 2:00 p.m. in the Town Council Chambers to proceed with the sale of the following properties:

- Lot 8, Block 45, Plan 6133AW
- Lot 17, Block 22, Plan 6133AW
- Lot 10-12, Block 3, Plan 6133AW
- Condo Unit 1, Condo Plan 1012908
- Condo Unit 3, Condo Plan 1012908

And further that:

The reserve bid for these properties be set as the 2023 assessed value and the purchaser be required to make a 10% non-refundable deposit at the time of the auction and full payment within 30 days from the date of the auction.

Motion Carried.

Mayor Povaschuk called a recess at 7:29 p.m.

Mayor Povaschuk called the meeting to order at 7:37 p.m.

### 9.02 Alberta Advantage Immigration Program - Rural Renewal Stream Letter of Support and Collaboration

128-2023  
Alberta Advantage  
Immigration  
Program

Moved by Councillor Murphy that the Town of Hanna provides Special Areas Regional Economic Development with a letter of support and commitment to partner on the Special Areas Alberta Advantage Immigration Program – Rural Renewal Stream Application.

Motion Carried.

### 9.03 GIS Instrument Landing Proposal

129-2023  
GIS Instrument  
Landing Proposal

Moved by Councillor Beaudoin that Council authorize the Chief Administrative Officer to accept the proposal for the installation of a GIS Instrument Land System at the Town of Hanna Airport with the funding from the Town of Hanna 2023 Operating Budget.

Motion Carried.



9.04 Employee Benefit Program Surplus

130-2023  
Employee Benefit  
Program Surplus

Moved by Councillor Warwick that Council authorize the Chief Administrator Officer to establish a high interest GIC for the Employee Benefit Program Surplus in the amount of \$120,000 with the plan to use the interest generated annually to reduce the cost of the Town of Hanna Employee Benefit Program on the annual operating budget.

Motion Carried.

**10.0 BYLAWS**

10.01 By-Law 1032-2023 – Land Use Bylaw

131-2023  
LUB 1032-2023  
1<sup>st</sup> Reading

Moved by Councillor Olsen that Council give first reading to Bylaw 1032-2023, the Land Use Bylaw.

Motion Carried.

132-2023  
LUB Public Hearing  
date

Moved by Councillor Thuroo that Council determines a date for a Public Hearing at the August 8, 2023 meeting to allow any person who claims that he/she will be affected by Bylaw No. 1032-2023, an opportunity to be heard by Council.

Motion Carried.

**11.0 COUNCIL REPORTS AND ROUNDTABLE**

133 – 2023  
Council Reports

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

Motion Carried.

## 12.0 CORRESPONDENCE

- 12.01 Sam Lockhart – CSB Resignation Letter
- 12.02 Cody Dale McNair – CSB Resignation Letter
- 12.03 Darryl Siddon – Thank You
- 12.04 Prairie Land Pride Newsletter – Volume 8 Issue 4 – April 2023

134-2023  
Correspondence

Moved by Councillor Thuroo that Council accepts Correspondence items 12.01 to 12.04 for information.

Motion Carried.

## 13.0 CLOSED SESSION

135-2023  
Closed Session

Moved by Councillor Thuroo that Council move into Closed Session at 8:12 p.m. to discuss items 13.1 Property Matters as per FOIP Section 16 & 17.

Motion Carried.

136-2023  
Regular Session

Moved by Councillor Warwick that Council move into Regular Session at 8:43 p.m.

Motion Carried.

137-2023  
Accept OTP  
Plan 8910698,  
Block B, Lot 7

Moved by Councillor Murphy That Council authorizes the Chief Administrative Officer to accept the offer to purchase from Danny and Connie Deadlock for Lot 7, Block B, Plan 8910698 (Civic Address 206 Fox Lake Trail; Tax Roll 141100) in the amount of \$10,000 including GST, acknowledging that the property is being purchased in “as is” condition.

Motion Carried.

## 14.0 ADJOURNMENT

Mayor Danny Povaschuk declared all business concluded and adjourned the meeting at 8:44 p.m.

Town of Hanna  
Regular Council Meeting  
June 13, 2023  
Page 055:

These minutes approved this 11<sup>th</sup> day of July 2023.

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Mayor Danny Povaschuk

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Chief Administrative Officer  
Kim Neill

**TOWN OF HANNA  
INFORMATION COUNCIL MEETING  
JUNE 28, 2023**

Minutes of an Information Meeting of the Council of the Town of Hanna held Wednesday, June 28, 2023 at 8:30 a.m. at the Town of Hanna Council Chambers.

**Councillors Present:**

Deputy Mayor Fred Crowle  
Sandra Beaudoin – through video conference  
Sandra Murphy  
Kyle Olsen  
Vern Thuroo

**Council Absent**

Mayor Danny Povaschuk  
Angie Warwick

**Administration Present:**

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

**1.0 CALL TO ORDER**

Deputy Mayor Fred Crowle called the meeting to order at 8:33 a.m.

**2.0 ADOPTION OF AGENDA**

Moved by Councillor Olsen that the agenda for the June 28, 2023 Information Council Meeting be adopted as presented.

Motion Carried.

**3.0 DELEGATIONS**

3.01 Hanna Curling Club Update – Tanner Kautz

Tanner Kautz, President of the Hanna Curling Club presented an update on the activities of the Hanna Curling Club and answered questions from Council.

Moved by Councillor Murphy that Council thanks Tanner Kautz, President of the Hanna Curling Club for his presentation and update on the activities of the Hanna Curling Club.

Motion Carried.

#### **4.0 PUBLIC PRESENTATION**

##### 4.01 Svend Pedersen

Svend Pedersen spoke to Council about the World Economic Forum.

#### **5.0 CHIEF ADMINISTRATIVE OFFICER REPORT**

Chief Administrative Officer Neill reviewed his report with Council.

#### **6.0 BUSINESS ITEMS**

##### 6.1 PACE Solar Project – Discussion

Discussion was held with Council on what their thoughts are on the PACE Solar Project, any concerns they may have or any information that they require moving forward to take a position on the project.

##### 6.2 Urban Hen - Discussion

Discussion was held with Council on preparing an Urban Hen Bylaw for council to review.

## **7.0 COUNCIL ROUNDTABLE**

The Deputy Mayor and Councillors provided verbal reports regarding meetings or items of interest since the June 13, 2023, Regular Council Meeting.

## **8.0 ADJOURNMENT**

Deputy Mayor Fred Crowle declared all business concluded and adjourned the meeting at 10:33 p.m.

These minutes approved this 11<sup>th</sup> day of July 2023.

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Deputy Mayor Fred Crowle

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Chief Administrative Officer  
Kim Neill

Date: July 11, 2023

Agenda Item No: 06.01

## Accounts Payable

### Recommended Motion

That Council accepts the accounts payable listings for general account cheques 42679 – 42733 and direct deposit payments 002121 – 002243 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

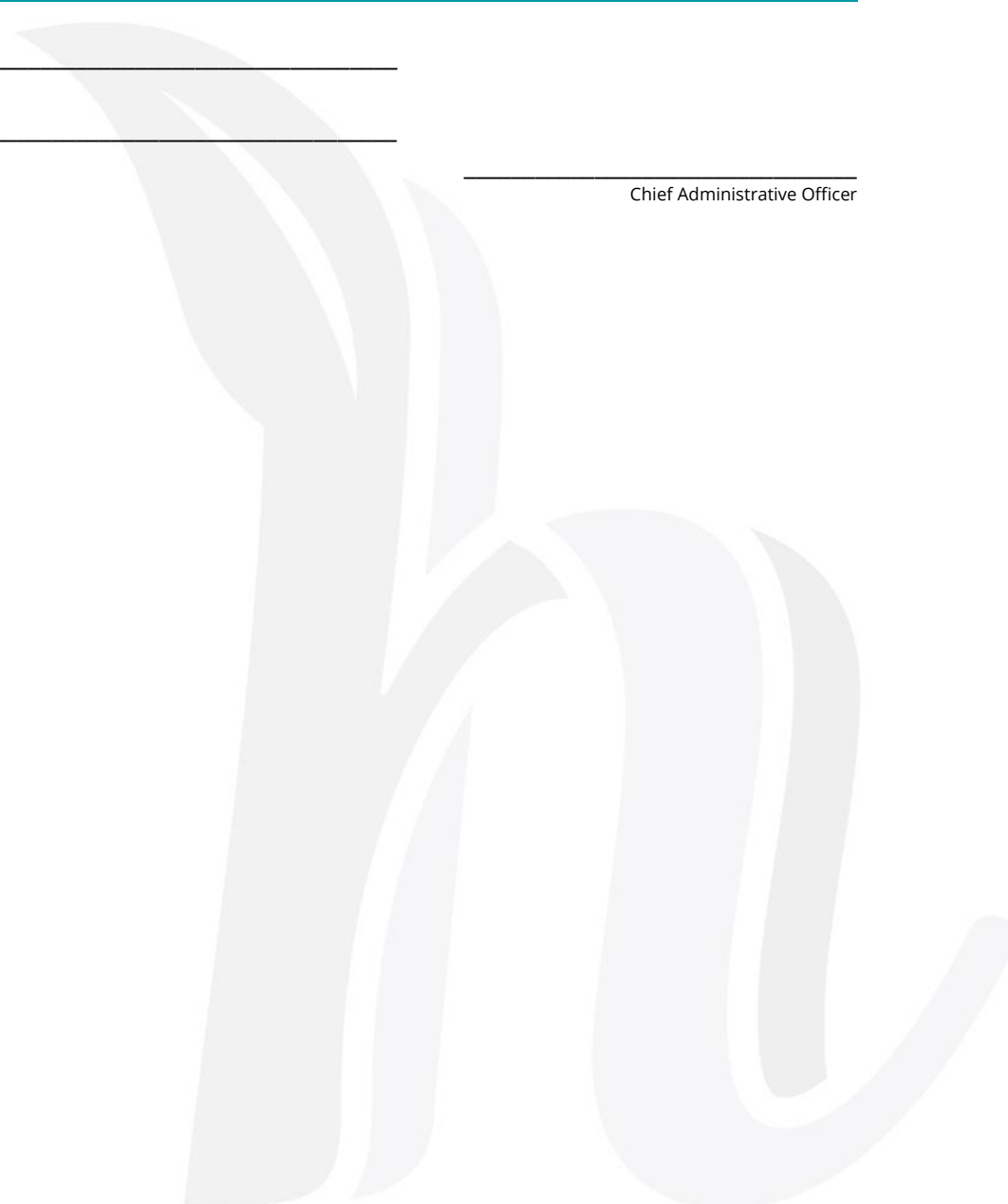
1. Accounts Payable Listing – Cheques 42679 – 42733 totaling \$216,229.77.
2. Accounts Payable Listing – Direct Deposits 002121 – 002243 totaling \$353,988.85

## Reviewed by and Approved for Submission to Council

Reviewed by: \_\_\_\_\_

Financial Review by: \_\_\_\_\_

\_\_\_\_\_  
Chief Administrative Officer





Date: July 11, 2023

Agenda Item No: 06.02

## Statement of Revenue & Expense

### Recommended Motion

That Council accepts the Statement of Revenue and Expense Report for June 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 May 9, 2023, 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 June 30, 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

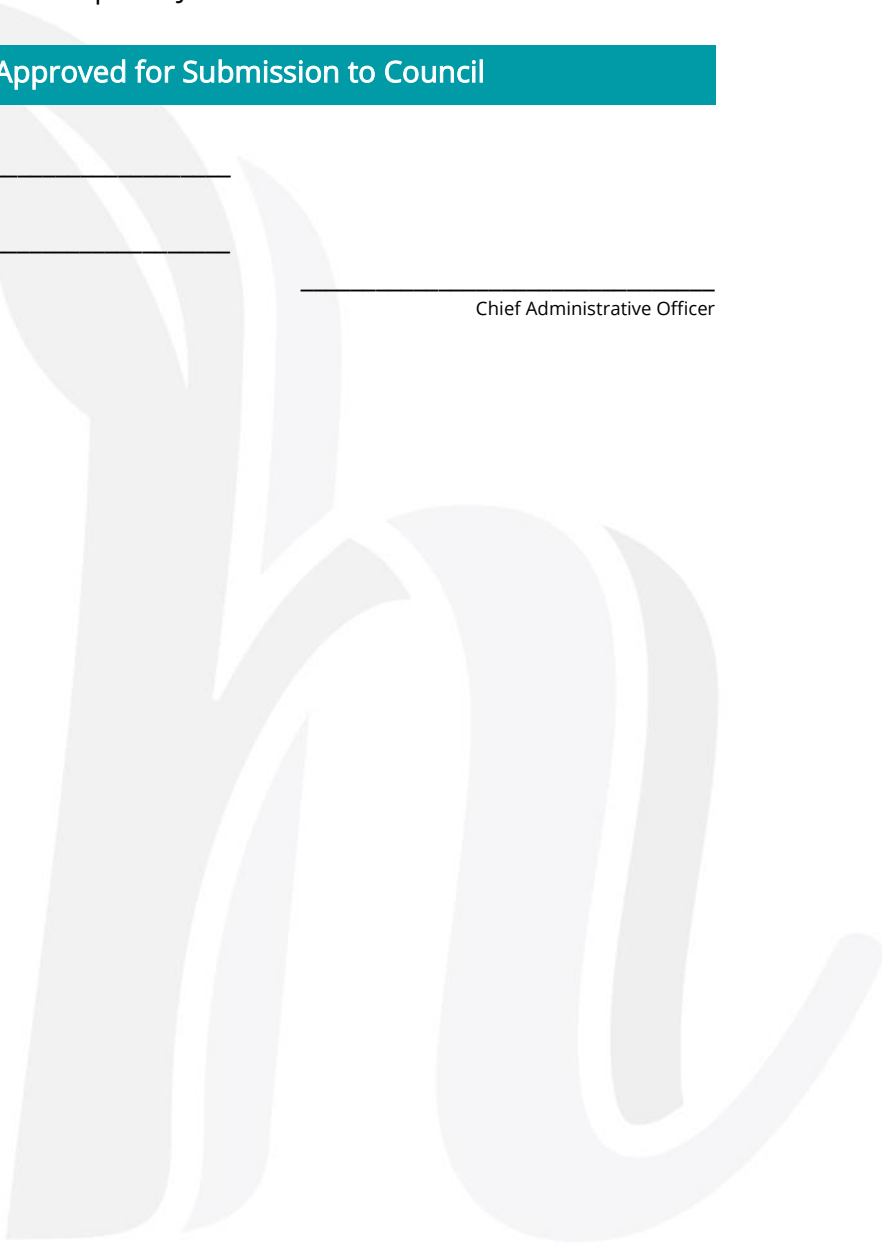
- 1. Statement of Revenue & Expense Report - June 2023

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 30/06/2023

Description	Account	YTD Actual	YTD Budget	YTD Variance
<b>GENERAL MUNICIPAL</b>				
MUNICIPAL RESIDENTAL REAL PROPERTY T	1-01-0000-111	2,393,869.75-	2,392,893.00-	976.75
COMMERCIAL REAL PROPERTY TAX	1-01-0000-112	926,262.36-	928,975.00-	2,712.64-
INDUSTRIAL REAL PROPERTY TAX	1-01-0000-113	71,525.47-	71,566.00-	40.53-
FARMLAND REAL PROPERTY TAX	1-01-0000-114	1,357.72-	1,358.00-	0.28-
POWER PIPELINE & CABLE T.V.	1-01-0000-115	151,260.57-	151,220.00-	40.57
PROVINCIAL GRANTS-IN-LIEU	1-01-0000-240	89,444.95-	63,488.00-	25,956.95
PENALTY & COST ON TAX	1-01-0000-510	3,944.42-	15,000.00-	11,055.58-
CONCESSION & FRANCHISE	1-01-0000-540	242,601.99-	536,000.00-	293,398.01-
RETURN ON INVESTMENTS	1-01-0000-550	91,208.13-	227,000.00-	135,791.87-
	TOTAL GENERAL MUNICIPAL 01:	3,971,475.36-	4,387,500.00-	416,024.64-
<b>GENERAL ADMINISTRATION</b>				
ADMIN GENERAL SERVICE & SUPPLY	1-12-0000-410	1,470.00-	3,300.00-	1,830.00-
ADMIN SOUVENIR	1-12-0000-419	853.09-	2,100.00-	1,246.91-
ADMIN RENTAL & LEASE REVENUE	1-12-0000-560	10,262.50-	16,800.00-	6,537.50-
ADMIN OTHER REVENUE	1-12-0000-590	126,789.76-	5,000.00-	121,789.76
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	305,700.00-	305,700.00-
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	55,700.00-	55,700.00-
	TOTAL GENERAL ADMINISTRATION 12:	139,375.35-	728,600.00-	589,224.65-
<b>TAX RECOVERY PROPERTY</b>				
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-
<b>POLICE</b>				
POLICE PROVINCIAL FINES	1-21-0000-530	3,180.16-	7,100.00-	3,919.84-
	TOTAL POLICE:	3,180.16-	7,100.00-	3,919.84-
<b>SAFETY &amp; RISK MANAGEMENT</b>				
<b>FIRE</b>				
FIRE FIRE FIGHTING FEES	1-23-0000-410	12,205.00-	96,300.00-	84,095.00-
FIRE OTHER	1-23-0000-590	220,000.00-	440,000.00-	220,000.00-
FIRE SPECIAL AREAS OPERATIONS GRANT	1-23-0000-850	0.00	140,346.00-	140,346.00-
FIRE DRAWN FROM SURPLUS (OPERATING R	1-23-0000-920	0.00	591,000.00-	591,000.00-
	TOTAL FIRE:	232,205.00-	1,267,646.00-	1,035,441.00-
<b>FIRE - ECETP</b>				
FIRE - ECETP PROVINCIAL CONDITIONAL	1-23-0200-840	12,592.74-	12,600.00-	7.26-
	FIRE - ECETP TOTAL:	12,592.74-	12,600.00-	7.26-
<b>BY-LAW ENFORCEMENT</b>				
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	370.00-	500.00-	130.00-
BY-LAW BUSINESS LICENSES	1-26-0000-522	16,450.00-	18,200.00-	1,750.00-
BY-LAW COMPLIANCE CERTIFICATES	1-26-0000-525	100.00-	200.00-	100.00-
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:	17,900.00-	23,400.00-	5,500.00-
<b>DOG CONTROL</b>				
DOG CONTROL - ANIMAL LICENSES	1-28-0000-526	3,980.00-	4,500.00-	520.00-
DOG CONTROL - IMPOUND & SUSTENANCE	1-28-0000-590	0.00	100.00-	100.00-
	TOTAL DOG CONTROL:	3,980.00-	4,600.00-	620.00-
<b>COMMON SERVICES</b>				
COMMON SERV WORK BILLED TO OTHER	1-31-0000-410	0.00	6,900.00-	6,900.00-
COMMON SERV OTHER REVENUE	1-31-0000-590	150.00-	300.00-	150.00-
	TOTAL COMMON SERVICES:	150.00-	7,200.00-	7,050.00-
<b>STREETS &amp; ROADS</b>				
S & R OTHER REVENUE	1-32-0000-590	6,766.68-	0.00	6,766.68
S & R PROVINCIAL CONDITIONAL GRANT	1-32-0000-840	0.00	437,814.00-	437,814.00-
S & R DRAWN FROM SURPLUS (OPERATING	1-32-0000-920	0.00	208,900.00-	208,900.00-
	TOTAL STREETS & ROADS:	6,766.68-	646,714.00-	639,947.32-
<b>AIRPORT</b>				

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2023  
 To 30/06/2023

Description	Account	YTD Actual	YTD Budget	YTD Variance
AIRPORT RENTAL & LEASE REVENUE	1-33-0000-560	4,900.00-	8,600.00-	3,700.00-
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	106,305.00-	106,305.00-
	TOTAL AIRPORT:	58,739.68-	467,505.00-	408,765.32-
<b>WATER SUPPLY &amp; DISTRIBUTION</b>				
WATER SALE OF WATER	1-41-0000-410	325,926.69-	1,125,400.00-	799,473.31-
WATER SERVICE CHARGES	1-41-0000-413	450.00-	1,300.00-	850.00-
WATER DRAWN FROM SURPLUS (OPERATING)	1-41-0000-920	0.00	27,500.00-	27,500.00-
WATER RECOVERY FROM OPERATING - WATE	1-41-0000-963	9,296.60-	83,300.00-	74,003.40-
	TOTAL WATER SUPPLY & DISTRIBUTION:	335,673.29-	1,237,500.00-	901,826.71-
<b>WATER LINES &amp; DISTRIBUTION</b>				
WATER LINES WORK BILLED TO OTHERS	1-41-0200-410	563.04-	0.00	563.04
	TOTAL WATER LINES & DISTRIBUTION:	563.04-	0.00	563.04
<b>SANITARY SEWERS</b>				
SEWER CHARGES	1-42-0000-410	84,441.73-	260,100.00-	175,658.27-
SEWER DRAWN FROM SURPLUS (OPERATING)	1-42-0000-920	0.00	47,500.00-	47,500.00-
	TOTAL SANITARY SEWERS:	84,441.73-	307,600.00-	223,158.27-
<b>GARBAGE COLLECTION &amp; DISPOSAL</b>				
GARBAGE CHARGES RESIDENTIAL	1-43-0000-410	25,473.15-	74,300.00-	48,826.85-
	TOTAL GARBAGE COLLECTION & DISPOSAL:	25,473.15-	74,300.00-	48,826.85-
<b>BIG COUNTRY WASTE AUTHORITY</b>				
REGIONAL WASTE SITE FEES	1-44-0000-410	118,090.35-	353,800.00-	235,709.65-
REGIONAL WASTE OTHER REVENUE	1-44-0000-590	30.00-	100.00-	70.00-
	TOTAL BIG COUNTRY WASTE AUTHORITY:	118,120.35-	353,900.00-	235,779.65-
<b>F.C.S.S.</b>				
FCSS PROGRAM REVENUE	1-51-0000-402	3,800.00-	1,800.00-	2,000.00
FCSS VAN RENTAL	1-51-0000-561	165.90-	900.00-	734.10-
FCSS DONATIONS	1-51-0000-591	0.00	1,000.00-	1,000.00-
FCSS FEDERAL CONDITIONAL	1-51-0000-830	3,360.00-	3,400.00-	40.00-
FCSS PROVINCIAL CONDITIONAL	1-51-0000-840	44,899.00-	89,798.00-	44,899.00-
	TOTAL F.C.S.S.:	52,224.90-	96,898.00-	44,673.10-
<b>FCSS - YOUTH CLUB</b>				
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-
<b>CEMETERY</b>				
CEMETERY CHARGES	1-56-0000-410	13,850.00-	16,700.00-	2,850.00-
CEMETERY OTHER	1-56-0000-590	167.60-	400.00-	232.40-
	TOTAL CEMETERY:	14,017.60-	17,100.00-	3,082.40-
<b>COMMERCIAL OFFICE BUILDING</b>				
COMMERCIAL OFFICE BUILDING RENT	1-61-0200-560	8,900.00-	13,200.00-	4,300.00-
COMMERCIAL OFFICE BUILDING DRAW FROM	1-61-0200-930	0.00	13,230.00-	13,230.00-
	TOTAL COMMERCIAL OFFICE BUILDING:	8,900.00-	26,430.00-	17,530.00-
<b>BUSINESS &amp; COMMUNICATIONS</b>				
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-
<b>SUBDIVISION</b>				
SUBDIVISION SALE OF LAND	1-66-0000-400	28,466.44-	0.00	28,466.44
	TOTAL SUBDIVISION:	28,466.44-	0.00	28,466.44
<b>RECREATION &amp; PARKS FACILITIES</b>				
RECREATION SALES & SERVICE	1-72-0000-410	1,341.00-	1,500.00-	159.00-
RECREATION PROGRAM REVENUE	1-72-0000-430	6,456.55-	1,000.00-	5,456.55
RECREATION DONATIONS	1-72-0000-591	1,428.57-	0.00	1,428.57
RECREATION FEDERAL CONDITIONAL GRANT	1-72-0000-830	316,873.91-	78,035.00-	238,838.91
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 OTHER REVENUE	1-72-0000-990	200.00-	0.00	200.00

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

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 To 30/06/2023

Description	Account	YTD Actual	YTD Budget	YTD Variance
RECREATION WORK BILLED TO OTHERS	1-72-0000-998	1,610.00-	7,400.00-	5,790.00-
	TOTAL RECREATION REVENUE:	327,910.03-	306,055.00-	21,855.03
<b>SWIMMING POOLS</b>				
POOL PASSES & PLUNGE CARDS	1-72-0100-410	21,166.69-	22,800.00-	1,633.31-
POOL LESSON REGISTRATIONS	1-72-0100-411	29,864.80-	30,900.00-	1,035.20-
POOL DAILY ADMISSIONS	1-72-0100-412	3,606.90-	14,400.00-	10,793.10-
POOL RETAIL SALES	1-72-0100-419	1,242.87-	3,800.00-	2,557.13-
POOL RENTAL REVENUE	1-72-0100-560	5,866.50-	6,800.00-	933.50-
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-
POOL OTHER REVENUE	1-72-0100-990	379.00-	0.00	379.00-
	TOTAL SWIMMING POOLS:	62,126.76-	93,900.00-	31,773.24-
<b>ARENA</b>				
ARENA ADVERTISING REV SIGNS	1-72-0200-410	9,677.50-	8,700.00-	977.50
ARENA RENTAL REVENUE	1-72-0200-560	43,969.66-	75,300.00-	31,330.34-
ARENA LOBBY & CONCESSION RENTAL	1-72-0200-562	1,685.00-	3,300.00-	1,615.00-
ARENA DRAWN FROM SURPLUS (OPERATING)	1-72-0200-920	0.00	5,000.00-	5,000.00-
	TOTAL ARENA:	55,332.16-	92,300.00-	36,967.84-
<b>CURLING RINK</b>				
CURLING RINK SALE OF SERVICES	1-72-0400-410	0.00	35,000.00-	35,000.00-
CURLING RINK RENTAL REVENUE	1-72-0400-560	2,315.00-	7,500.00-	5,185.00-
CURLING RINK DRAWN FROM DEFERRED	1-72-0400-930	0.00	15,000.00-	15,000.00-
	CURLING RINK TOTAL:	2,315.00-	57,500.00-	55,185.00-
<b>BALL DIAMONDS</b>				
BALL DIAMOND REVENUE	1-72-0500-560	4,300.00-	4,400.00-	100.00-
	TOTAL BALL DIAMONDS REVENUE:	4,300.00-	4,400.00-	100.00-
<b>FOX LAKE &amp; HELMER DAM</b>				
FOX LAKE REVENUE	1-72-0700-410	1,067.87-	5,200.00-	4,132.13-
FOX LAKE RETAIL SALES - ICE & NOVELT	1-72-0700-419	11.91-	514.00-	502.09-
FOX LAKE RENTAL REVENUE	1-72-0700-560	27,195.76-	75,700.00-	48,504.24-
FOX LAKE DRAWN FROM SURPLUS (OPERATI)	1-72-0700-920	0.00	28,350.00-	28,350.00-
	TOTAL FOX LAKE & HELMER DAM:	28,275.54-	109,764.00-	81,488.46-
<b>PARKS</b>				
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-
<b>PLAYGROUND PROGRAM</b>				
PLAYGROUND PROGRAM REVENUE	1-72-1000-410	5,120.00-	14,100.00-	8,980.00-
PLAYGROUND PROGRAM DONATIONS	1-72-1000-591	0.00	500.00-	500.00-
	TOTAL PLAYGROUND PROGRAM:	5,120.00-	14,600.00-	9,480.00-
<b>HKH PIONEER PARK</b>				
HKH PIONEER PARK REVENUE	1-72-1300-560	290.00-	0.00	290.00
	TOTAL HKH PARK REVENUE:	290.00-	0.00	290.00
<b>SOCCER FIELDS</b>				
SOCCER FIELDS REVENUE	1-72-1400-560	2,500.00-	2,500.00-	0.00
	TOTAL SOCCER FIELDS REVENUE:	2,500.00-	2,500.00-	0.00
<b>LIBRARY</b>				
LIBRARY DRAWN FROM SURPLUS (OPERATING)	1-74-0200-920	0.00	10,000.00-	10,000.00-
	TOTAL LIBRARY:	0.00	10,000.00-	10,000.00-
<b>REGIONAL COMMUNITY SERVICES CENTRE</b>				
RCSC RENTAL REVENUE	1-74-0800-560	6,998.53-	10,900.00-	3,901.47-
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	23,233.30-	29,158.00-	5,924.70-
	TOTAL REGIONAL COMMUNITY SERVICES CENTRE:	30,241.84-	79,108.00-	48,866.16-
<b>COMMUNITY CENTRE</b>				
COMMUNITY CENTRE RENTAL REVENUE	1-74-0900-560	14,205.00-	37,327.00-	23,122.00-
	TOTAL COMMUNITY CENTRE:	14,205.00-	37,327.00-	23,122.00-

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

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Description	Account	YTD Actual	YTD Budget	YTD Variance
<b>LIONS HALL</b>				
LIONS HALL RENTAL REVENUE	1-74-1000-560	1,350.00-	2,400.00-	1,050.00-
	LIONS HALL TOTAL:	1,350.00-	2,400.00-	1,050.00-
	TOTAL REVENUE:	5,648,211.80-	10,538,861.00-	4,890,649.20-
<b>COUNCIL</b>				
COUNCIL WAGES	2-11-0000-110	44,593.59	96,400.00	51,806.41
COUNCIL BENEFITS	2-11-0000-130	1,816.37	4,200.00	2,383.63
COUNCIL NON T4 BENEFITS	2-11-0000-133	525.00	550.00	25.00
COUNCIL TRAVEL & SUBSISTANCE	2-11-0000-211	2,768.53	14,400.00	11,631.47
COUNCIL TRAINING / REGISTRATIONS	2-11-0000-212	2,086.92	13,300.00	11,213.08
COUNCIL GOODS	2-11-0000-500	12,476.64	17,400.00	4,923.36
COUNCIL OTHER (ELECTION)	2-11-0000-990	0.00	1,000.00	1,000.00
COUNCIL PUBLIC RELATIONS & PROMOTION	2-11-0000-999	985.00	3,900.00	2,915.00
	TOTAL COUNCIL:	65,252.05	151,150.00	85,897.95
<b>ADMINISTRATION</b>				
ADMINISTRATION SALARIES	2-12-0000-110	144,905.04	332,800.00	187,894.96
ADMINISTRATION CASUAL LABOUR	2-12-0000-111	0.00	9,000.00	9,000.00
ADMINISTRATION EMPLOYEE BENEFITS	2-12-0000-130	13,033.94	20,900.00	7,866.06
ADMINISTRATION CASUAL BENEFITS	2-12-0000-131	0.00	600.00	600.00
ADMINISTRATION NON T4 BENEFITS	2-12-0000-133	17,464.66	40,900.00	23,435.34
ADMINISTRATION PAYROLL COSTS	2-12-0000-200	8,150.00	8,200.00	50.00
ADMINISTRATION WORKERS COMPENSATION	2-12-0000-201	5,047.16	20,000.00	14,952.84
ADMINISTRATION TRAVEL & SUBSISTANCE	2-12-0000-211	0.00	4,800.00	4,800.00
ADMINISTRATION STAFF TRAINING	2-12-0000-212	203.70	4,900.00	4,696.30
ADMINISTRATION FREIGHT & POSTAGE	2-12-0000-215	2,374.57	9,900.00	7,525.43
ADMINISTRATION TELEPHONE	2-12-0000-217	10,638.12	7,400.00	3,238.12-
ADMINISTRATION ADVERTISING & PRINTIN	2-12-0000-220	8,961.42	6,700.00	2,261.42-
ADMINISTRATION SUBSCRIPTION & MEMBER	2-12-0000-221	6,558.12	8,700.00	2,141.88
ADMINISTRATION AUDIT	2-12-0000-230	21,775.00	33,000.00	11,225.00
ADMINISTRATION LEGAL	2-12-0000-231	1,758.76	5,000.00	3,241.24
ADMINISTRATION PROFESSIONAL SERVICES	2-12-0000-232	69,521.36	153,863.00	84,341.64
ADMINISTRATION REGIONAL PLANNING SER	2-12-0000-233	39,000.00	39,000.00	0.00
ADMINISTRATION CONTRACTED REPAIRS	2-12-0000-250	1,692.00	5,000.00	3,308.00
ADMINISTRATION INSURANCE	2-12-0000-274	17,590.65	17,710.00	119.35
ADMINISTRATION ASSESSOR	2-12-0000-280	26,722.04	50,400.00	23,677.96
ADMINISTRATION LAND TITLES OFFICE	2-12-0000-285	229.05	1,000.00	770.95
ADMINISTRATION GOODS	2-12-0000-500	12,313.76	10,800.00	1,513.76-
ADMINISTRATION GOODS - SOUVENIRS	2-12-0000-501	0.00	3,700.00	3,700.00
ADMINISTRATION POWER	2-12-0000-541	16,392.39	28,400.00	12,007.61
ADMINISTRATION GRANTS TO OTHER ORGAN	2-12-0000-770	61,882.67	122,500.00	60,617.33
ADMINISTRATION BANK CHARGES	2-12-0000-810	2,733.17	5,400.00	2,666.83
ADMINISTRATION GROSS REC TO OPER - W	2-12-0000-963	248.00	1,340.00	1,092.00
ADMINISTRATION OTHER	2-12-0000-990	120,000.00	32,000.00	88,000.00-
ADMINISTRATION PUBLIC REC. - PROMOTI	2-12-0000-999	575.43	1,000.00	424.57
	TOTAL ADMINISTRATION:	609,771.01	984,913.00	375,141.99
<b>TAX RECOVERY PROPERTY</b>				
TAX RECOVERY PROPERTY - CONTRACTED R	2-12-0600-250	1,303.88	500.00	803.88-
TAX RECOVERY PROPERTY - INSURANCE	2-12-0600-274	325.89	330.00	4.11
TAX RECOVERY PROPERTY - HEAT	2-12-0600-540	585.75	500.00	85.75-
TAX RECOVERY PROPERTY - POWER	2-12-0600-541	82.08	500.00	417.92
TAX RECOVERY PROPERTY - RECOVERIES T	2-12-0600-963	129.00	280.00	151.00
	TOTAL TAX RECOVERY PROPERTY:	2,426.60	2,110.00	316.60-
<b>POLICE</b>				
POLICE TRANSFERS TO PROVINCIAL GOVER	2-21-0000-340	96,171.00	96,000.00	171.00-
	TOTAL POLICE:	96,171.00	96,000.00	171.00-
<b>SAFETY &amp; RISK MANAGEMENT</b>				
SAFETY & RISK MANAGEMENT TRAINING	2-22-0000-212	0.00	2,500.00	2,500.00
SAFETY & RISK MANAGEMENT SUBSCRIPTIO	2-22-0000-221	728.40	1,950.00	1,221.60
SAFETY & RISK MANAGEMENT CONTRACTED	2-22-0000-250	679.99	800.00	120.01
SAFETY & RISK MANAGEMENT GOODS	2-22-0000-500	0.00	1,100.00	1,100.00
	TOTAL SAFETY & RISK MANAGEMENT:	1,408.39	6,350.00	4,941.61
<b>FIRE</b>				
FIRE SALARIES - OFFICERS & FIRE FIGH	2-23-0000-111	0.00	101,300.00	101,300.00

For All Revenue, Expense Accounts  
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Description	Account	YTD Actual	YTD Budget	YTD Variance
FIRE BENEFITS - FIRE FIGHTERS	2-23-0000-131	1,611.90	9,600.00	7,988.10
FIRE NON T4 BENEFITS	2-23-0000-133	1,480.00	1,500.00	20.00
FIRE TRAVEL	2-23-0000-211	4,897.05	7,000.00	2,102.95
FIRE TRAINING	2-23-0000-212	4,899.52	22,300.00	17,400.48
FIRE FREIGHT	2-23-0000-215	622.26	500.00	122.26-
FIRE TELEPHONE	2-23-0000-217	2,885.23	6,500.00	3,614.77
FIRE ADVERTISING	2-23-0000-220	0.00	900.00	900.00
FIRE MEMBERSHIPS	2-23-0000-221	845.00	900.00	55.00
FIRE CONTRACTED SERVICES	2-23-0000-232	15,976.98	28,100.00	12,123.02
FIRE CONTRACTED REPAIRS	2-23-0000-250	5,203.43	14,000.00	8,796.57
FIRE CONTRACTED VEHICLE REPAIRS	2-23-0000-255	1,708.13	5,000.00	3,291.87
FIRE INSURANCE	2-23-0000-274	16,806.25	16,810.00	3.75
FIRE PREVENTION & INVESTIGATION	2-23-0000-275	422.95	600.00	177.05
FIRE GOODS	2-23-0000-500	14,761.48	18,200.00	3,438.52
FIRE PETROLEUM PRODUCTS	2-23-0000-521	2,675.83	9,100.00	6,424.17
FIRE VEHICLE MAINTENANCE	2-23-0000-523	148.10	200.00	51.90
FIRE HEATING	2-23-0000-540	7,258.20	10,700.00	3,441.80
FIRE POWER	2-23-0000-541	5,712.32	15,800.00	10,087.68
FIRE GROSS RECOVERIES TO OPERATING	2-23-0000-963	540.50	16,500.00	15,959.50
	TOTAL FIRE:	88,455.13	285,510.00	197,054.87
<b>FIRE - EAST CENTRAL EMERGENCY TRAINING PARTNERSHIP</b>				
FIRE - ECETP ADDED TO OPERATING RESE	2-23-0200-764	0.00	12,000.00	12,000.00
	TOTAL FIRE - ECETP:	0.00	12,000.00	12,000.00
<b>EMERGENCY SERVICES</b>				
EMERGENCY SERVICES TRAINING	2-24-0000-212	0.00	2,000.00	2,000.00
EMERGENCY SERVICES CONTRACTED SERVICI	2-24-0000-232	5,200.02	10,400.00	5,199.98
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:	5,200.02	13,400.00	8,199.98
<b>BY-LAW ENFORCEMENT</b>				
BYLAW STAFF TRAVEL	2-26-0000-211	0.00	1,000.00	1,000.00
BYLAW STAFF TRAINING	2-26-0000-212	9,400.00	9,400.00	0.00
BYLAW FREIGHT	2-26-0000-215	540.00	700.00	160.00
BYLAW TELEPHONE	2-26-0000-217	418.52	830.00	411.48
BYLAW ADVERTISING	2-26-0000-220	212.80	1,000.00	787.20
BYLAW MEMBERSHIP	2-26-0000-221	0.00	200.00	200.00
BYLAW PROFESSIONAL SERVICES	2-26-0000-232	24,118.21	46,800.00	22,681.79
BYLAW CONTRACTED VEHICLE REPAIRS	2-26-0000-255	0.00	400.00	400.00
BYLAW INSURANCE	2-26-0000-274	0.00	570.00	570.00
BYLAW GOODS	2-26-0000-500	175.00	2,000.00	1,825.00
BYLAW PETROLEUM PRODUCTS	2-26-0000-521	0.00	1,200.00	1,200.00
BYLAW WORK BILLED TO OTHERS	2-26-0000-998	530.00	3,000.00	2,470.00
	TOTAL BY-LAW ENFORCEMENT:	35,394.53	67,100.00	31,705.47
<b>DOG CONTROL</b>				
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	1,500.00	351.00
DOG CONTROL GOODS	2-28-0000-500	267.00	600.00	333.00
DOG CONTROL GRANT TO OTHER AGENCIES	2-28-0000-770	10,000.00	10,000.00	0.00
	TOTAL DOG CONTROL:	12,023.80	13,100.00	1,076.20
<b>COMMON SERVICES</b>				
COMMON SERVICES SALARIES	2-31-0000-110	93,992.31	244,200.00	150,207.69
COMMON SERVICES SEASONAL SALARIES	2-31-0000-111	2,510.56	3,600.00	1,089.44
COMMON SERVICES EMPLOYEE BENEFITS	2-31-0000-130	7,316.03	18,500.00	11,183.97
COMMON SERVICES SEASONAL BENEFITS	2-31-0000-131	186.66	300.00	113.34
COMMON SERVICES NON T4 BENEFITS	2-31-0000-133	18,083.45	44,400.00	26,316.55
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	2,332.01	900.00	1,432.01-
COMMON SERVICES TELEPHONE	2-31-0000-217	1,840.32	4,400.00	2,559.68
COMMON SERVICES ADVERTISING & PRINTI	2-31-0000-220	0.00	1,000.00	1,000.00
COMMON SERVICES CONTRACTED SERVICES	2-31-0000-232	1,113.30	3,600.00	2,486.70
COMMON SERVICES CONTRACTED REPAIRS	2-31-0000-250	15,043.22	20,000.00	4,956.78
COMMON SERV CONTRACTED EQUIPMENT REP	2-31-0000-253	4,988.86	10,000.00	5,011.14
COMMON SERV CONTRACTED VEHICLE REPAI	2-31-0000-255	3,077.38	4,500.00	1,422.62

For All Revenue, Expense Accounts  
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Description	Account	YTD Actual	YTD Budget	YTD Variance
COMMON SERVICES EQUIPMENT RENTAL OR	2-31-0000-263	12,043.94	21,880.00	9,836.06
COMMON SERVICES INSURANCE	2-31-0000-274	29,639.30	30,570.00	930.70
COMMON SERVICES GOODS	2-31-0000-500	8,784.05	19,300.00	10,515.95
COMMON SERVICES PETROLEUM PRODUCTS	2-31-0000-521	22,216.28	53,300.00	31,083.72
COMMON SERVICE EQUIPMENT MAINTENANCE	2-31-0000-522	6,210.18	13,500.00	7,289.82
COMMON SERVICES VEHICLE MAINTENANCE	2-31-0000-523	13,719.91	12,900.00	819.91
COMMON SERVICES HEATING	2-31-0000-540	11,128.92	24,400.00	13,271.08
COMMON SERVICES POWER	2-31-0000-541	8,966.54	17,200.00	8,233.46
COMMON SERVICES INTEREST ON CAPITAL	2-31-0000-831	5,156.96	10,035.00	4,878.04
COMMON SERVICES GROSS REC TO OPER- W	2-31-0000-963	907.70	3,000.00	2,092.30
TOTAL COMMON SERVICES:		269,257.88	563,485.00	294,227.12
<b>STREETS &amp; ROADS</b>				
S & R SALARIES	2-32-0000-110	54,855.90	84,900.00	30,044.10
S & R SEASONAL SALARIES	2-32-0000-111	1,591.20	5,400.00	3,808.80
S & R BENEFITS	2-32-0000-130	4,722.41	6,200.00	1,477.59
S & R SEASONAL BENEFITS	2-32-0000-131	120.94	400.00	279.06
S & R NON T4 BENEFITS	2-32-0000-133	9,511.86	14,800.00	5,288.14
S & R FREIGHT	2-32-0000-215	1,105.46	1,400.00	294.54
S & R CONTRACTED SERVICES	2-32-0000-232	7,502.55	5,900.00	1,602.55
S & R CONTRACTED REPAIRS	2-32-0000-250	5,178.25	145,000.00	139,821.75
S & R EQUIPMENT MAINTENANCE	2-32-0000-253	768.46	5,000.00	4,231.54
S & R VEHICLE REPAIRS	2-32-0000-255	0.00	1,500.00	1,500.00
S & R GOODS	2-32-0000-500	25,710.79	30,500.00	4,789.21
S & R EQUIPMENT GOODS	2-32-0000-522	1,488.79	6,900.00	5,411.21
S & R VEHICLE MAINTENANCE	2-32-0000-523	1,291.40	2,500.00	1,208.60
S & R STREET LIGHTS	2-32-0000-553	51,741.00	120,900.00	69,159.00
S & R TRANSFER TO CAPITAL	2-32-0000-762	0.00	437,814.00	437,814.00
TOTAL STREETS & ROADS:		165,589.01	869,114.00	703,524.99
<b>AIRPORT</b>				
AIRPORT SALARIES	2-33-0000-110	1,835.97	2,100.00	264.03
AIRPORT SEASONAL SALARIES	2-33-0000-111	601.38	3,600.00	2,998.62
AIRPORT BENEFITS	2-33-0000-130	148.05	200.00	51.95
AIRPORT SEASONAL BENEFITS	2-33-0000-131	41.58	200.00	158.42
AIRPORT NON T-4 BENEFITS	2-33-0000-133	246.35	400.00	153.65
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	6,317.15	4,600.00	1,717.15
AIRPORT CONTRACTED REPAIRS	2-33-0000-250	109.90	2,300.00	2,190.10
AIRPORT VEHICLE REPAIRS	2-33-0000-255	109.02	200.00	90.98
AIRPORT INSURANCE	2-33-0000-274	4,959.94	4,960.00	0.06
AIRPORT GOODS	2-33-0000-500	2,490.25	1,500.00	990.25
AIRPORT VEHICLE GOODS	2-33-0000-523	0.00	100.00	100.00
AIRPORT HEATING	2-33-0000-540	1,141.52	2,800.00	1,658.48
AIRPORT POWER	2-33-0000-541	8,257.30	10,200.00	1,942.70
AIRPORT WATER & SEWER	2-33-0000-542	200.00	500.00	300.00
TOTAL AIRPORT:		26,875.90	33,810.00	6,934.10
<b>WATER PLANT</b>				
WATER PLANT CHARGES FROM COMMISSION	2-41-0100-300	314,148.00	851,600.00	537,452.00
WATER PLANT POWER	2-41-0100-541	11,916.05	33,800.00	21,883.95
TOTAL WATER PLANT:		326,064.05	885,400.00	559,335.95
<b>WATER LINES &amp; DISTRIBUTION</b>				
WATER LINES SALARIES	2-41-0200-110	39,559.16	138,400.00	98,840.84
WATER LINES SEASONAL SALARIES	2-41-0200-111	141.44	3,000.00	2,858.56
WATER LINES BENEFITS	2-41-0200-130	3,256.72	11,500.00	8,243.28
WATER LINES SEASONAL BENEFITS	2-41-0200-131	10.85	200.00	189.15
WATER LINES NON T4 BENEFITS	2-41-0200-133	4,435.73	23,500.00	19,064.27
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	3,226.66	9,200.00	5,973.34
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	26,770.47	35,000.00	8,229.53
WATER LINES GOODS	2-41-0200-500	8,305.37	20,000.00	11,694.63
WATER LINES ADDED TO OPERATING RESER	2-41-0200-764	0.00	50,000.00	50,000.00
TOTAL WATER LINES & DISTRIBUTION:		91,900.06	304,700.00	212,799.94
<b>SANITARY SEWERS</b>				



For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2023  
 To 30/06/2023

Description	Account	YTD Actual	YTD Budget	YTD Variance
SEWERS SALARIES	2-42-0000-110	10,820.76	28,800.00	17,979.24
SEWERS SEASONAL SALARIES	2-42-0000-111	618.80	0.00	618.80
SEWERS BENEFITS	2-42-0000-130	928.03	2,200.00	1,271.97
SEWERS SEASONAL BENEFITS	2-42-0000-131	47.44	0.00	47.44
SEWERS NON T4 BENEFITS	2-42-0000-133	1,949.20	5,300.00	3,350.80
SEWERS FREIGHT & POSTAGE	2-42-0000-215	56.38	500.00	443.62
SEWERS LIFT STATION TELEPHONES	2-42-0000-217	581.91	1,800.00	1,218.09
SEWERS CONTRACTED REPAIRS	2-42-0000-250	34,470.96	72,500.00	38,029.04
SEWERS INSURANCE	2-42-0000-274	3,415.72	3,420.00	4.28
SEWERS GOODS	2-42-0000-500	14,161.33	32,000.00	17,838.67
SEWERS HEATING	2-42-0000-540	664.34	1,400.00	735.66
SEWERS POWER	2-42-0000-541	4,772.70	14,400.00	9,627.30
SEWERS ADDED TO OPERATING RESERVE	2-42-0000-764	0.00	50,000.00	50,000.00
	TOTAL SANITARY SEWERS:	72,487.57	212,320.00	139,832.43
<b>GARBAGE</b>				
GARBAGE REMOVAL CONTRACT	2-43-0000-235	37,700.00	75,400.00	37,700.00
GARBAGE GOODS	2-43-0000-500	0.00	300.00	300.00
	TOTAL GARBAGE:	37,700.00	75,700.00	38,000.00
<b>REGIONAL WASTE</b>				
REGIONAL WASTE BCWMC CONTRACT	2-44-0000-235	167,277.44	334,400.00	167,122.56
REGIONAL WASTE - TRANSFER TO RESERVE	2-44-0000-764	0.00	19,400.00	19,400.00
	TOTAL REGIONAL WASTE SYSTEM:	167,277.44	353,800.00	186,522.56
<b>FCSS</b>				
FCSS SALARIES	2-51-0100-110	11,515.88	23,600.00	12,084.12
FCSS BENEFITS	2-51-0100-130	948.95	2,200.00	1,251.05
FCSS NON T4 BENEFITS	2-51-0100-133	2,408.81	5,300.00	2,891.19
FCSS TRAVEL	2-51-0100-211	486.29	1,000.00	513.71
FCSS TRAINING	2-51-0100-212	205.00	700.00	495.00
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 INSURANCE	2-51-0100-274	10.66	11.00	0.34
FCSS GOODS	2-51-0100-500	0.00	2,100.00	2,100.00
FCSS GRANT TO SENIOR CIRCLE	2-51-0100-770	212.00	580.00	368.00
	TOTAL FCSS:	16,177.59	37,091.00	20,913.41
<b>FCSS COORDINATOR</b>				
COORDINATOR SALARIES	2-51-0200-110	12,751.54	26,100.00	13,348.46
COORDINATOR BENEFITS	2-51-0200-130	1,061.16	2,400.00	1,338.84
COORDINATOR NON T4 BENEFITS	2-51-0200-133	2,688.04	5,900.00	3,211.96
COORDINATOR TRAVEL	2-51-0200-211	285.71	1,200.00	914.29
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	171.42	400.00	228.58
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	61,170.19	101,600.00	40,429.81
COORDINATOR OTHER	2-51-0200-990	0.00	100.00	100.00
	TOTAL COORDINATOR:	78,223.06	142,800.00	64,576.94
<b>YOUTH CLUB SUPPORT</b>				
FCSS YOUTH CLUB SUPPORT SALARIES	2-51-0300-110	6,375.28	13,100.00	6,724.72
FCSS YOUTH CLUB SUPPORT BENEFITS	2-51-0300-130	530.54	1,200.00	669.46
FCSS YOUTH CLUB SUPPORT NON T4 BENE	2-51-0300-133	1,343.89	2,900.00	1,556.11
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:	8,249.71	20,400.00	12,150.29
<b>COMMUNITY SERVICES VANS</b>				
CSD VAN CONTRACTED VEHICLE REPAIRS	2-51-0500-255	474.32	500.00	25.68
CSD VAN INSURANCE	2-51-0500-274	3,768.04	3,770.00	1.96
CSD VAN GOODS	2-51-0500-500	9.00	100.00	91.00
CSD VAN PETROLEUM PRODUCTS	2-51-0500-521	0.00	100.00	100.00
CSD VAN VEHICLE MAINTENANCE	2-51-0500-523	0.00	800.00	800.00
	TOTAL COMMUNITY SERVICES VANS:	4,251.36	5,270.00	1,018.64
<b>CEMETERY</b>				

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2023  
 To 30/06/2023

Description	Account	YTD Actual	YTD Budget	YTD Variance
CEMETERY SALARIES	2-56-0000-110	3,498.61	8,900.00	5,401.39
CEMETERY SEASONAL SALARIES	2-56-0000-111	2,883.14	5,900.00	3,016.86
CEMETERY BENEFITS	2-56-0000-130	278.75	700.00	421.25
CEMETERY SEASONAL BENEFITS	2-56-0000-131	218.95	400.00	181.05
CEMETERY NON T-4 BENEFITS	2-56-0000-133	434.08	1,700.00	1,265.92
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	24.61	20.00	4.61-
CEMETERY GOODS	2-56-0000-500	4,365.74	5,000.00	634.26
CEMETERY PETROLEUM PRODUCTS	2-56-0000-521	95.24	700.00	604.76
	<b>TOTAL CEMETERY:</b>	<b>12,575.92</b>	<b>35,120.00</b>	<b>22,544.08</b>
<b>MUNICIPAL PLANNING COMMISSION</b>				
MPC GOODS	2-61-0100-500	0.00	500.00	500.00
	<b>TOTAL MUNICIPAL PLANNING COMMISSION:</b>	<b>0.00</b>	<b>500.00</b>	<b>500.00</b>
<b>COMMERCIAL OFFICE BUILDING</b>				
COMMERCIAL OFFICE REPAIRS	2-61-0200-250	294.00	15,590.00	15,296.00
COMMERCIAL OFFICE INSURANCE	2-61-0200-274	543.71	540.00	3.71-
COMMERCIAL OFFICE GOODS	2-61-0200-500	0.00	500.00	500.00
COMMERCIAL OFFICE HEATING	2-61-0200-540	979.47	2,000.00	1,020.53
COMMERCIAL OFFICE POWER	2-61-0200-541	1,529.40	4,000.00	2,470.60
COMMERCIAL OFFICE - RECOVERIES TO OP	2-61-0200-963	191.00	3,550.00	3,359.00
	<b>TOTAL COMMERCIAL OFFICE BUILDING:</b>	<b>3,537.58</b>	<b>26,180.00</b>	<b>22,642.42</b>
<b>TOURISM</b>				
TOURISM SALARIES	2-61-0300-110	10,971.18	22,300.00	11,328.82
TOURISM BENEFITS	2-61-0300-130	921.05	1,800.00	878.95
TOURISM NON T4 BENEFITS	2-61-0300-133	1,809.78	4,000.00	2,190.22
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	748.00	2,600.00	1,852.00
TOURISM GOODS	2-61-0300-500	0.00	3,500.00	3,500.00
	<b>TOTAL TOURISM:</b>	<b>14,720.01</b>	<b>34,800.00</b>	<b>20,079.99</b>
<b>BUSINESS &amp; COMMUNICATIONS</b>				
B & C SALARIES	2-61-0400-110	43,881.00	89,200.00	45,319.00
B & C BENEFITS	2-61-0400-130	3,684.39	7,100.00	3,415.61
B & C NON T4 BENEFIT	2-61-0400-133	7,238.17	16,000.00	8,761.83
B & C TRAVEL	2-61-0400-211	0.00	1,000.00	1,000.00
B & C TRAINING	2-61-0400-212	80.00	1,000.00	920.00
B & C FREIGHT & POSTAGE	2-61-0400-215	270.00	300.00	30.00
B & C TELEPHONES	2-61-0400-217	371.42	800.00	428.58
B & C ADVERTISING & PRINTING	2-61-0400-220	0.00	1,800.00	1,800.00
B & C SUBSCRIPTIONS & MEMBERSHIPS	2-61-0400-221	3,455.40	3,400.00	55.40-
B & C CONTRACTED PROFESSIONAL SERVIC	2-61-0400-232	23,774.80	49,000.00	25,225.20
B & C INSURANCE	2-61-0400-274	138.74	140.00	1.26
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	1,489.82	4,700.00	3,210.18
	<b>TOTAL BUSINESS &amp; COMMUNICATIONS:</b>	<b>84,383.74</b>	<b>177,440.00</b>	<b>93,056.26</b>
<b>VISITOR INFORMATION CENTRE</b>				
VIC SALARIES	2-62-0000-110	244.72	2,600.00	2,355.28
VIC SEASONAL SALARIES	2-62-0000-111	102.70	1,200.00	1,097.30
VIC BENEFITS	2-62-0000-130	19.38	200.00	180.62
VIC SEASONAL BENEFITS	2-62-0000-131	7.83	100.00	92.17
VIC NON T4 BENEFITS	2-62-0000-133	29.26	500.00	470.74
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	344.00	1,200.00	856.00
VIC CONTRACTED REPAIR	2-62-0000-250	348.00	1,000.00	652.00
VIC INSURANCE	2-62-0000-274	945.68	950.00	4.32
VIC GOODS	2-62-0000-500	677.56	2,500.00	1,822.44
VIC HEATING	2-62-0000-540	664.34	1,400.00	735.66
VIC POWER	2-62-0000-541	993.21	3,100.00	2,106.79
VIC WATER	2-62-0000-963	382.00	3,000.00	2,618.00
	<b>TOTAL VISITOR INFORMATION CENTRE:</b>	<b>4,789.63</b>	<b>18,950.00</b>	<b>14,160.37</b>
<b>COMMUNITY SERVICES BOARD</b>				

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2023  
 To 30/06/2023

Description	Account	YTD Actual	YTD Budget	YTD Variance
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
<b>RECREATION</b>				
RECREATION SALARIES	2-72-0000-110	8,997.54	18,200.00	9,202.46
RECREATION SEASONAL SALARIES	2-72-0000-111	41.08	10,500.00	10,458.92
RECREATION BENEFITS	2-72-0000-130	754.96	1,700.00	945.04
RECREATION SEASONAL BENEFITS	2-72-0000-131	3.18	700.00	696.82
RECREATION NON T4 BENEFITS	2-72-0000-133	1,898.19	4,100.00	2,201.81
RECREATION TRAVEL	2-72-0000-211	503.17	1,800.00	1,296.83
RECREATION TRAINING	2-72-0000-212	1,975.72	2,500.00	524.28
RECREATION FREIGHT & POSTAGE	2-72-0000-215	270.00	300.00	30.00
RECREATION TELEPHONE	2-72-0000-217	685.70	1,400.00	714.30
RECREATION ADVERTISING	2-72-0000-220	5,136.17	2,800.00	2,336.17-
RECREATION SUBSCRIPTIONS/MEMBERSHIPS	2-72-0000-221	716.00	800.00	84.00
RECREATION PROFESSIONAL SERVICES	2-72-0000-232	6,547.51	16,500.00	9,952.49
RECREATION INSURANCE	2-72-0000-274	11,754.20	11,750.00	4.20-
RECREATION GOODS	2-72-0000-500	358.53	1,200.00	841.47
RECREATION PROGRAM EXPENSES	2-72-0000-510	6,006.64	1,000.00	5,006.64-
RECREATION PETROLEUM - CAR ALLOWANCE	2-72-0000-521	569.93	2,400.00	1,830.07
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:		46,218.52	178,250.00	132,031.48
<b>SWIMMING &amp; WADING POOLS</b>				
POOLS SALARIES	2-72-0100-110	8,219.32	14,100.00	5,880.68
POOL SEASONAL SALARIES	2-72-0100-111	35,553.92	118,400.00	82,846.08
POOLS BENEFITS	2-72-0100-130	772.45	1,200.00	427.55
POOL SEASONAL BENEFITS	2-72-0100-131	2,168.30	8,100.00	5,931.70
POOLS NON T-4 BENEFITS	2-72-0100-133	1,983.80	2,800.00	816.20
POOLS TRAVEL	2-72-0100-211	0.00	1,400.00	1,400.00
POOLS TRAINING	2-72-0100-212	2,385.29	2,200.00	185.29-
POOLS FREIGHT & POSTAGE	2-72-0100-215	1,767.84	2,100.00	332.16
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	2,320.96	1,300.00	1,020.96-
POOLS CONTRACTED REPAIRS	2-72-0100-250	3,049.70	8,100.00	5,050.30
POOLS INSURANCE	2-72-0100-274	6,817.78	6,820.00	2.22
POOLS GOODS	2-72-0100-500	28,792.14	10,500.00	18,292.14-
POOL RETAIL GOODS	2-72-0100-501	1,539.80	2,000.00	460.20
POOLS CHEMICALS	2-72-0100-531	0.00	19,400.00	19,400.00
POOLS HEATING	2-72-0100-540	4,676.88	13,800.00	9,123.12
POOLS POWER	2-72-0100-541	6,706.46	23,800.00	17,093.54
POOLS GROSS RECOVERIES TO OPERATING	2-72-0100-963	238.96	4,640.00	4,401.04
TOTAL SWIMMING POOLS:		107,024.55	242,386.00	135,361.45
<b>ARENA</b>				
ARENA SALARIES	2-72-0200-110	60,270.49	134,400.00	74,129.51
ARENA SEASONAL SALARIES	2-72-0200-111	1,949.74	11,900.00	9,950.26
ARENA BENEFITS	2-72-0200-130	5,049.81	11,400.00	6,350.19
ARENA SEASONAL BENEFITS	2-72-0200-131	144.35	800.00	655.65
ARENA NON T4 BENEFITS	2-72-0200-133	10,922.39	25,200.00	14,277.61
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	920.00	800.00	120.00-
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	2,532.14	4,400.00	1,867.86
ARENA CONTRACTED REPAIRS	2-72-0200-250	20,855.30	17,600.00	3,255.30-
ARENA CONTRACTED EQUIPMENT REPAIRS	2-72-0200-253	0.00	8,900.00	8,900.00
ARENA INSURANCE	2-72-0200-274	10,574.15	10,570.00	4.15-
ARENA GOODS	2-72-0200-500	7,494.84	17,900.00	10,405.16
ARENA PETROLEUM PRODUCTS	2-72-0200-521	2,248.44	4,300.00	2,051.56
ARENA HEATING	2-72-0200-540	15,877.13	26,100.00	10,222.87
ARENA POWER	2-72-0200-541	12,530.43	24,900.00	12,369.57
ARENA GROSS RECOVERIES TO OPERATING	2-72-0200-963	2,294.44	4,630.00	2,335.56
ARENA ICE PLANT CONTRACTED REPAIRS	2-72-0201-250	223.24	16,800.00	16,576.76
ARENA ICE PLANT GOODS	2-72-0201-500	11.53	500.00	488.47

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2023  
 To 30/06/2023

Description	Account	YTD Actual	YTD Budget	YTD Variance
ARENA ICE PLANT POWER	2-72-0201-541	11,002.96	18,500.00	7,497.04
	TOTAL ARENA:	165,897.78	342,636.00	176,738.22
<b>PARKS SHOP</b>				
PARKS SHOP TELEPHONE	2-72-0300-217	61.90	720.00	658.10
PARKS SHOP CONTRACTED REPAIRS	2-72-0300-250	4,927.63	5,300.00	372.37
PARKS SHOP INSURANCE	2-72-0300-274	1,964.24	1,960.00	4.24
PARKS SHOP GOODS	2-72-0300-500	620.00	1,300.00	680.00
PARKS SHOP HEATING	2-72-0300-540	4,259.11	6,500.00	2,240.89
PARKS SHOP POWER	2-72-0300-541	1,329.32	4,300.00	2,970.68
PARKS SHOP GROSS RECOVERIES TO OPERA	2-72-0300-963	197.00	600.00	403.00
	TOTAL PARKS SHOP:	13,359.20	20,680.00	7,320.80
<b>CURLING RINK</b>				
CURLING RINK SALARIES	2-72-0400-110	1,366.90	5,100.00	3,733.10
CURLING RINK SEASONAL SALARIES	2-72-0400-111	1,086.28	2,400.00	1,313.72
CURLING RINK BENEFITS	2-72-0400-130	129.93	500.00	370.07
CURLING RINK SEASONAL BENEFITS	2-72-0400-131	82.13	200.00	117.87
CURLING RINK NON T4 BENEFITS	2-72-0400-133	312.78	1,000.00	687.22
CURLING RINK CONTRACTED REPAIRS	2-72-0400-250	2,175.94	5,600.00	3,424.06
CURLING RINK INSURANCE	2-72-0400-274	6,848.55	6,850.00	1.45
CURLING RINK GOODS	2-72-0400-500	1,282.69	1,500.00	217.31
CURLING RINK HEATING	2-72-0400-540	10,030.08	16,300.00	6,269.92
CURLING RINK POWER	2-72-0400-541	6,860.74	13,700.00	6,839.26
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	892.40	1,920.00	1,027.60
CURLING RINK ICE PLANT REPAIRS	2-72-0401-250	223.24	16,800.00	16,576.76
CURLING RINK ICE PLANT GOODS	2-72-0401-500	11.52	500.00	488.48
CURLING RINK ICE PLANT POWER	2-72-0401-541	11,002.96	18,500.00	7,497.04
	TOTAL CURLING RINK:	42,306.14	105,370.00	63,063.86
<b>BALL DIAMONDS</b>				
BALL DIAMOND SALARIES	2-72-0500-110	5,249.88	5,100.00	149.88
BALL DIAMOND SEASONAL SALARIES	2-72-0500-111	740.22	3,600.00	2,859.78
BALL DIAMOND BENEFITS	2-72-0500-130	437.04	500.00	62.96
BALL DIAMOND SEASONAL BENEFITS	2-72-0500-131	55.36	200.00	144.64
BALL DIAMONDS NON T-4 BENEFITS	2-72-0500-133	636.73	1,000.00	363.27
BALL DIAMOND CONTRACTED REPAIRS	2-72-0500-250	141.20	1,000.00	858.80
BALL DIAMOND GOODS	2-72-0500-500	483.23	7,500.00	7,016.77
BALL DIAMOND POWER	2-72-0500-541	326.42	1,140.00	813.58
BALL DIAMONDS GROSS RECOV FROM OPERA	2-72-0500-963	181.50	10,510.00	10,328.50
	TOTAL BALL DIAMONDS:	8,251.58	30,550.00	22,298.42
<b>GOLF COURSE</b>				
GOLF COURSE INSURANCE	2-72-0600-274	2,905.93	2,910.00	4.07
	TOTAL GOLF COURSE:	2,905.93	2,910.00	4.07
<b>FOX LAKE PARK</b>				
FOX LAKE SALARIES	2-72-0700-110	2,539.72	5,100.00	2,560.28
FOX LAKE SEASONAL SALARIES	2-72-0700-111	1,141.40	2,400.00	1,258.60
FOX LAKE BENEFITS	2-72-0700-130	232.20	500.00	267.80
FOX LAKE SEASONAL BENEFITS	2-72-0700-131	87.05	200.00	112.95
FOX LAKE NON T-4 BENEFITS	2-72-0700-133	547.67	1,000.00	452.33
FOX LAKE FREIGHT	2-72-0700-215	119.05	200.00	80.95
FOX LAKE ADVERTISING	2-72-0700-220	395.00	1,300.00	905.00
FOX LAKE CONTRACTED SERVICES	2-72-0700-232	11,633.53	35,600.00	23,966.47
FOX LAKE CONTRACTED REPAIRS	2-72-0700-250	2,316.54	6,000.00	3,683.46
FOX LAKE INSURANCE	2-72-0700-274	287.96	290.00	2.04
FOX LAKE GOODS	2-72-0700-500	4,545.89	5,000.00	454.11
FOX LAKE RETAIL ITEMS - ICE & NOVELT	2-72-0700-501	400.00	400.00	0.00
FOX LAKE PETROLEUM PRODUCTS	2-72-0700-521	0.00	700.00	700.00
FOX LAKE HEAT	2-72-0700-540	202.75	700.00	497.25
FOX LAKE POWER	2-72-0700-541	261.83	10,700.00	10,438.17
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	8,260.00	8,260.00
	TOTAL FOX LAKE PARK:	24,710.59	108,350.00	83,639.41
<b>PARKS</b>				
PARKS SALARIES	2-72-0800-110	40,838.45	80,000.00	39,161.55
PARKS SEASONAL SALARIES	2-72-0800-111	22,908.88	72,400.00	49,491.12

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2023  
 To 30/06/2023

Description	Account	YTD Actual	YTD Budget	YTD Variance
PARKS BENEFITS	2-72-0800-130	3,543.71	6,800.00	3,256.29
PARKS SEASONAL BENEFITS	2-72-0800-131	1,705.94	5,100.00	3,394.06
PARKS NON T4 BENEFITS	2-72-0800-133	6,771.74	15,100.00	8,328.26
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	655.87	800.00	144.13
PARKS CONTRACTED REPAIRS	2-72-0800-250	12,688.17	25,000.00	12,311.83
PARKS EQUIPMENT REPAIRS	2-72-0800-253	817.43	9,900.00	9,082.57
PARKS CONTRACTED VEHICLE REPAIRS	2-72-0800-255	10,115.93	2,600.00	7,515.93-
PARKS INSURANCE	2-72-0800-274	5,386.26	5,400.00	13.74
PARKS GOODS	2-72-0800-500	22,350.02	24,100.00	1,749.98
PARKS PETROLEUM PRODUCTS	2-72-0800-521	3,669.74	12,300.00	8,630.26
PARKS EQUIPMENT MAINTENANCE	2-72-0800-522	642.56	3,000.00	2,357.44
PARKS VEHICLE MAINTENANCE	2-72-0800-523	905.73	5,900.00	4,994.27
PARKS POWER	2-72-0800-541	1,137.07	3,500.00	2,362.93
PARKS RECOVERIES TO OPERATING	2-72-0800-963	663.00	12,010.00	11,347.00
PARKS OTHER	2-72-0800-990	0.00	1,000.00	1,000.00
	<b>TOTAL PARKS:</b>	<b>135,735.00</b>	<b>286,510.00</b>	<b>150,775.00</b>
<b>PLAYGROUND PROGRAM</b>				
PLAYGROUND PROGRAM SALARIES	2-72-1000-110	1,285.47	2,600.00	1,314.53
PLAYGROUND PROGRAM SEASONAL SALARIES	2-72-1000-111	5,315.44	22,900.00	17,584.56
PLAYGROUND PROGRAM BENEFITS	2-72-1000-130	104.64	200.00	95.36
PLAYGROUND PROGRAM SEASONAL BENEFITS	2-72-1000-131	405.55	1,600.00	1,194.45
PLAYGROUND PROGRAM NON T4 BENEFITS	2-72-1000-133	266.19	600.00	333.81
PLAYGROUND PROGRAM TRAVEL	2-72-1000-211	274.29	300.00	25.71
PLAYGROUND PROGRAM TRAINING	2-72-1000-212	379.00	600.00	221.00
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	2,820.72	6,200.00	3,379.28
	<b>TOTAL PLAYGROUND PROGRAM:</b>	<b>10,986.30</b>	<b>38,960.00</b>	<b>27,973.70</b>
<b>SPRAY PARK</b>				
SPRAY PARK SALARIES	2-72-1200-110	143.20	1,300.00	1,156.80
SPRAY PARK SEASONAL SALARIES	2-72-1200-111	134.68	1,100.00	965.32
SPRAY PARK EMPLOYEE BENEFITS	2-72-1200-130	14.04	100.00	85.96
SPRAY PARK SEASONAL EMPLOYEE BENEFIT	2-72-1200-131	10.29	100.00	89.71
SPRAY PARK NON T-4 BENEFITS	2-72-1200-133	35.11	300.00	264.89
SPRAY PARK FREIGHT	2-72-1200-215	146.21	200.00	53.79
SPRAY PARK CONTRACTED REPAIRS	2-72-1200-250	0.00	500.00	500.00
SPRAY PARK INSURANCE	2-72-1200-274	759.84	760.00	0.16
SPRAY PARK GOODS	2-72-1200-500	2,068.70	500.00	1,568.70-
SPRAY PARK CHEMICALS	2-72-1200-531	0.00	1,400.00	1,400.00
SPRAY PARK POWER	2-72-1200-541	653.17	2,800.00	2,146.83
SPRAY PARK RECOVERIES TO OPERATING	2-72-1200-963	170.00	2,180.00	2,010.00
	<b>TOTAL SPRAY PARK:</b>	<b>4,135.24</b>	<b>11,240.00</b>	<b>7,104.76</b>
<b>KING HUNTER PARK</b>				
KING HUNTER PARK SALARIES	2-72-1300-110	1,346.40	5,100.00	3,753.60
KING HUNTER PARK SEASONAL SALARIES	2-72-1300-111	4,534.40	9,500.00	4,965.60
KING HUNTER PARK EMPLOYEE BENEFITS	2-72-1300-130	130.84	500.00	369.16
KING HUNTER PARK SEASONAL EMPL BENEF	2-72-1300-131	347.81	700.00	352.19
KING HUNTER PARK EMP NON T4 BEN	2-72-1300-133	364.46	1,000.00	635.54
KING HUNTER PARK REPAIRS & MAINTENAN	2-72-1300-250	480.90	3,000.00	2,519.10
KING HUNTER PARK INSURANCE	2-72-1300-274	161.90	160.00	1.90-
KING HUNTER PARK GOODS	2-72-1300-500	3,147.51	3,000.00	147.51-
KING HUNTER PARK POWER	2-72-1300-541	562.88	2,100.00	1,537.12
KING HUNTER PARK RECOVERIES TO OPERA	2-72-1300-963	110.00	5,670.00	5,560.00
	<b>TOTAL KING HUNTER PARK:</b>	<b>11,187.10</b>	<b>30,730.00</b>	<b>19,542.90</b>
<b>SOCCER FIELDS</b>				
SOCCER FIELD SALARIES	2-72-1400-110	731.23	2,600.00	1,868.77
SOCCER FIELD SEASONAL SALARIES	2-72-1400-111	88.40	1,200.00	1,111.60
SOCCER FIELD BENEFITS	2-72-1400-130	62.31	200.00	137.69
SOCCER FIELD SEASONAL BENEFITS	2-72-1400-131	6.62	100.00	93.38
SOCCER FIELD NON T-4 BENEFITS	2-72-1400-133	116.97	500.00	383.03
SOCCER FIELD GOODS	2-72-1400-500	350.59	1,500.00	1,149.41
SOCCER FIELDS POWER	2-72-1400-541	326.42	1,100.00	773.58

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2023  
 To 30/06/2023

Description	Account	YTD Actual	YTD Budget	YTD Variance
SOCCER FIELD RECOVERIES FROM OPERATI	2-72-1400-963	38.50	3,700.00	3,661.50
	TOTAL SOCCER FIELDS:	1,721.04	10,900.00	9,178.96
<b>MUSEUM</b>				
MUSEUM GAS	2-74-0100-540	3,179.79	5,600.00	2,420.21
MUSEUM POWER	2-74-0100-541	1,403.49	3,800.00	2,396.51
MUSEUM GRANT	2-74-0100-770	0.00	7,000.00	7,000.00
	TOTAL MUSEUM:	4,583.28	16,400.00	11,816.72
<b>LIBRARY</b>				
LIBRARY TELEPHONE	2-74-0200-217	229.54	1,100.00	870.46
LIBRARY ADVERTISING	2-74-0200-220	0.00	800.00	800.00
LIBRARY CONTRACTED REPAIRS	2-74-0200-250	929.45	2,400.00	1,470.55
LIBRARY INSURANCE	2-74-0200-274	3,602.37	3,600.00	2.37-
LIBRARY GOODS	2-74-0200-500	536.75	1,100.00	563.25
LIBRARY HEATING	2-74-0200-540	2,891.16	5,200.00	2,308.84
LIBRARY POWER	2-74-0200-541	2,930.31	6,400.00	3,469.69
LIBRARY GRANTS	2-74-0200-770	21,996.30	21,400.00	596.30-
LIBRARY PERSONNEL GRANTS	2-74-0200-771	35,032.05	70,100.00	35,067.95
LIBRARY GROSS RECOVERIES TO OPERATIN	2-74-0200-963	892.90	1,610.00	717.10
	TOTAL LIBRARY:	69,040.83	113,710.00	44,669.17
<b>CENTENNIAL PLACE</b>				
RCSC SALARIES	2-74-0800-110	15,393.24	50,800.00	35,406.76
RCSC SEASONAL / PART TIME STAFF	2-74-0800-111	29,288.37	38,500.00	9,211.63
RCSC BENEFITS	2-74-0800-130	1,187.31	4,300.00	3,112.69
RCSC SEASONAL / PART TIME BENEFITS	2-74-0800-131	1,731.15	2,700.00	968.85
RCSC NON T4 BENEFITS	2-74-0800-133	1,740.56	4,700.00	2,959.44
RCSC STAFF TRAINING	2-74-0800-212	525.00	700.00	175.00
RCSC FREIGHT	2-74-0800-215	367.32	300.00	67.32-
RCSC TELEPHONE	2-74-0800-217	407.89	1,176.00	768.11
RCSC ADVERTISING	2-74-0800-220	0.00	2,700.00	2,700.00
RCSC CONTRACTED PROFESSIONAL SERVICE	2-74-0800-232	8,791.09	15,300.00	6,508.91
RCSC CONTRACTED REPAIRS	2-74-0800-250	875.11	5,300.00	4,424.89
RCSC INSURANCE	2-74-0800-274	7,465.21	7,470.00	4.79
RCSC GOODS	2-74-0800-500	4,160.56	10,100.00	5,939.44
RCSC HEATING	2-74-0800-540	5,455.12	9,500.00	4,044.88
RCSC POWER	2-74-0800-541	8,026.76	20,500.00	12,473.24
RCSC WATER - RECOVERIES FROM OPERATI	2-74-0800-963	338.00	1,100.00	762.00
RCSC - HFC EQUIPMENT GOODS	2-74-0801-500	6,379.58	17,000.00	10,620.42
	TOTAL CENTENNIAL PLACE:	92,132.27	192,146.00	100,013.73
<b>COMMUNITY CENTRE</b>				
COMMUNITY CENTRE SALARIES	2-74-0900-110	705.92	5,100.00	4,394.08
COMMUNITY CENTRE SEASONAL SALARIES	2-74-0900-111	17.68	1,200.00	1,182.32
COMMUNITY CENTRE BENEFITS	2-74-0900-130	60.81	500.00	439.19
COMMUNITY CENTRE SEASONAL BENEFITS	2-74-0900-131	1.35	100.00	98.65
COMMUNITY CENTRE NON T4 BENEFITS	2-74-0900-133	121.15	1,000.00	878.85
COMMUNITY CENTRE FREIGHT & POSTAGE	2-74-0900-215	302.81	500.00	197.19
COMMUNITY CENTRE TELEPHONE	2-74-0900-217	133.25	700.00	566.75
COMMUNITY CENTRE ADVERTISING	2-74-0900-220	0.00	200.00	200.00
COMMUNITY CENTRE CONTRACTED SERVICES	2-74-0900-232	16,538.64	33,500.00	16,961.36
COMMUNITY CENTRE CONTRACTED REPAIRS	2-74-0900-250	1,688.32	5,300.00	3,611.68
COMMUNITY CENTRE INSURANCE	2-74-0900-274	4,865.05	4,870.00	4.95
COMMUNITY CENTRE GOODS	2-74-0900-500	2,807.61	4,000.00	1,192.39
COMMUNITY CENTRE HEAT	2-74-0900-540	2,993.83	6,000.00	3,006.17
COMMUNITY CENTRE POWER	2-74-0900-541	4,983.44	10,500.00	5,516.56
COMMUNITY CENTRE GROSS REC TO OPERAT	2-74-0900-963	358.70	1,030.00	671.30
	TOTAL COMMUNITY CENTRE:	35,578.56	74,500.00	38,921.44
<b>LIONS HALL</b>				
LIONS HALL CONTRACTED REPAIRS	2-74-1000-250	5,447.98	7,000.00	1,552.02
LIONS HALL INSURANCE	2-74-1000-274	749.37	750.00	0.63
LIONS HALL GOODS	2-74-1000-500	47.20	500.00	452.80
LIONS HALL HEAT	2-74-1000-540	1,825.31	2,800.00	974.69
LIONS HALL POWER	2-74-1000-541	569.70	1,800.00	1,230.30
LIONS HALL WATER - RECOVERIES FROM O	2-74-1000-963	182.00	570.00	388.00
	TOTAL LIONS HALL:	8,821.56	13,420.00	4,598.44
<b>GOVERNMENT REQUISITIONS</b>				

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2023  
 To 30/06/2023

Description	Account	YTD Actual	YTD Budget	YTD Variance
GOVERNMENT REQUISITION - SCHOOL	2-77-0000-741	167,919.28	661,800.00	493,880.72
GOVERNMENT REQUISITION - ACADIA FOUN	2-77-0000-754	0.00	174,900.00	174,900.00
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
	<b>TOTAL GOVERNMENT REQUISITIONS:</b>	<b>167,919.28</b>	<b>839,838.00</b>	<b>671,918.72</b>
	<b>TOTAL EXPENDITURES:</b>	<b>3,252,677.79</b>	<b>8,091,499.00</b>	<b>4,838,821.21</b>
	<b>TOTAL REVENUE &amp; EXPENSES:</b>	<b>2,395,534.01-</b>	<b>2,447,362.00-</b>	<b>51,827.99-</b>

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2023  
 To 30/06/2023

Description	Account	YTD Actual	YTD Budget	YTD Variance
<b>ASSETS - OPERATING</b>				
<b>CAPITAL FINANCES APPLIED (EXPENDITURES)</b>				
<b>ADMINISTRATION</b>				
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
<b>FIRE DEPARTMENT</b>				
FIRE BUILDING ADDITIONS	8-23-0000-620	220,000.00	0.00	220,000.00-
FIRE MACHINES, EQUIPMENT	8-23-0000-630	15,959.59	536,600.00	520,640.41
FIRE VEHICLE ADDITIONS	8-23-0000-650	0.00	590,000.00	590,000.00
	TOTAL FIRE DEPARTMENT:	235,959.59	1,126,600.00	890,640.41
<b>STREETS &amp; ROADS</b>				
S & R ENGINEERING STRUCTURES	8-32-0000-610	11,893.10	0.00	11,893.10-
S & R MACHINES, EQUIPMENT	8-32-0000-630	0.00	351,200.00	351,200.00
	TOTAL STREETS & ROADS:	11,893.10	351,200.00	339,306.90
<b>AIRPORT</b>				
AIRPORT ENGINEERING STRUCTURES	8-33-0000-610	22,422.10	422,822.00	400,399.90
	TOTAL AIRPORT:	22,422.10	422,822.00	400,399.90
<b>WATER DEPARTMENT</b>				
WATER MACHINES, EQUIPMENT	8-41-0000-630	27,003.00	27,500.00	497.00
	TOTAL WATER DEPARTMENT:	27,003.00	27,500.00	497.00
<b>CEMETERY</b>				
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
<b>RECREATION</b>				
RECREATION ENGINEERING STRUCTURES	8-72-0000-610	2,800.62	70,980.00	68,179.38
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	6,000.00	30.00
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	35,043.08	28,400.00	6,643.08-
RECREATION PARKS EQUIPMENT	8-72-0800-630	20,075.00	95,100.00	75,025.00
	TOTAL RECREATION:	63,888.70	225,480.00	161,591.30
<b>CULTURE</b>				
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:	361,166.49	2,193,602.00	1,832,435.51
	GRAND TOTAL OF ALL ACCOUNTS:	361,166.49	2,193,602.00	1,832,435.51
	REPORT TOTALS:	2,034,367.52-	253,760.00-	1,780,607.52

\*\*\* End of Report \*\*\*



Date: July 11, 2023

Agenda Item No: 06.03

## Budget Overview

### Recommended Motion

That Council accepts the Budget Overview for June 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 May 9, 2023 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 June 30, 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**

- Budget Overview – June 2023

**Reviewed by and Approved for Submission to Council**

Reviewed by: \_\_\_\_\_

Financial Review by: \_\_\_\_\_

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Chief Administrative Officer

JUNE 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 May 9, 2023	2023 ACTUAL REVENUES	2023 ACTUAL EXPENSES	REVENUE LESS EXPENSES	2023 BUDGET REVENUES	2023 BUDGET EXPENSES	REVENUE LESS EXPENSES	DIFFERENCE BUDGET TO ACTUAL
GENERAL MUNICIPAL	-3,971,475			-4,387,500			-416,025
DRAW FROM RESERVES	0			0	0		
REQUISITIONS	0	167,919			837,338		669,419
DOUBTFUL ACCTS		0			2,500		2,500
CONTINGENCY		0			0		0
			-3,803,556			-3,547,662	
COUNCIL	0			0			0
COUNCIL		65,252			151,150		85,898
			65,252			151,150	
GENERAL ADMINISTRATION	-139,375			-728,600			-589,225
ADMINISTRATION		609,771			984,913		375,142
CAPITAL - ELECTRONIC			470,396			256,313	0
					5,000		5,000
HANNA WAKE PROGRAM	0			0			0
STUDENT EXCHANGE		0			0		0
			0			0	
TAX RECOVERY PROPERTY	0			-2,080			-2,080
TAX RECOVERY PROPERTY		2,427			2,110		-317
			2,427			30	
POLICE	-3,180			-7,100			-3,920
POLICE		96,171			96,000		-171
			92,991			88,900	
SAFETY & RISK MANAGEMENT	0			0			0
SAFETY & RISK MNGMNT		1,408			6,350		4,942
			1,408			6,350	
FIRE	-232,205			-1,267,646			-1,035,441
FIRE		88,455			285,510		197,055
CAPITAL - EQUIPMENT		15,960			17,600		1,640
CAPITAL - RADIO EQUIP		0			79,000		79,000
CAPITAL - BURN PROPS		220,000			440,000		220,000
CAPITAL - RESCUE TRUCK		0			590,000		590,000
			92,210			144,464	
FIRE - ECETP	-12,593			-12,600			-7
FIRE - TRAINING		0			12,000		12,000
			-12,593			-600	
EMERGENCY SERVICES	0			0			0
EMERGENCY SERVICES		5,200			13,400		8,200
			5,200			13,400	
BY-LAW ENFORCEMENT	-17,900			-23,400			-5,500
BYLAW		35,395			67,100		31,705
			17,495			43,700	
DOG CONTROL	-3,980			-4,600			-620
ANIMAL CONTROL		12,024			13,100		1,076
			8,044			8,500	

JUNE 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 May 9, 2023	2023 ACTUAL REVENUES	2023 ACTUAL EXPENSES	REVENUE LESS EXPENSES	2023 BUDGET REVENUES	2023 BUDGET EXPENSES	REVENUE LESS EXPENSES	DIFFERENCE BUDGET TO ACTUAL
PUBLIC WORKS	-150			-7,200			-7,050
PUBLIC WORKS		269,258			563,485		294,227
			269,108			556,285	
STREETS & ROADS	-6,767			-646,714			-639,947
STREETS & ROADS CAPITAL	0			0			0
STREETS & ROADS		165,589			869,114		703,525
S & R - CAPITAL ENGINEER		11,893			142,300		130,407
S & R - CAPITAL GRADER		0			208,900		208,900
			170,715			364,700	
AIRPORT	-58,740			-467,505			-408,765
AIRPORT		26,876			33,810		6,934
AIRPORT CAPITAL		22,422			422,822		400,400
			-9,442			-10,873	
WATER							0
TREATMENT	-335,673			-1,237,500			-901,827
TREATMENT		326,064			885,400		559,336
LINES & DISTRIBUTION	-563			0			563
LINES & DISTRIBUTION		91,900			304,700		212,800
CAPITAL - METER EQUIPMENT		27,003			27,500		497
			108,731			-19,900	
SANITARY SEWERS	-84,442			-307,600			-223,158
SEWERS		72,488			212,320		139,832
			-11,954			-95,280	
GARBAGE	-25,473			-74,300			-48,827
GARBAGE		37,700			75,700		38,000
			12,227			1,400	
REGIONAL WASTE SYSTEM	-118,120			-353,900			-235,780
ANNUAL CONTRACT		167,277			353,800		186,523
			49,157			-100	
F.C.S.S.	-52,225			-96,898			-44,673
ADMINISTRATION		16,178			37,091		20,913
PROGRAMS		78,223			142,800		64,577
YOUTH CLUB SUPPORT		8,250		-30,334	20,400		12,150
VAN OPERATIONS		4,251			5,270		1,019
			54,677			108,663	

JUNE 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 May 9, 2023	2023 ACTUAL REVENUES	2023 ACTUAL EXPENSES	REVENUE LESS EXPENSES	2023 BUDGET REVENUES	2023 BUDGET EXPENSES	REVENUE LESS EXPENSES	DIFFERENCE BUDGET TO ACTUAL
CEMETERY	-14,018			-17,100			-3,082
CEMETERY		12,576	-1,442		35,120	18,020	22,544
CEMETERY CAPITAL			0		25,000	0	
MUNICIPAL PLANNING COMM	0			0			0
MPC		0			500		500
			0			500	
COMMERCIAL OFFICE BUILDING	-8,900			-26,430			-17,530
OFFICE BUILDING		3,538	-5,362		26,180	-250	22,642
			-5,362			-250	
TOURISM	0			0			0
TOURISM		14,720	14,720		34,800	34,800	20,080
			14,720			34,800	
BUSINESS & COMMUNICATION	0			-5,000			-5,000
		84,384	84,384		177,440	172,440	93,056
			84,384			172,440	
VISITOR INFORMATION BOOTH	0			0			0
		4,790	4,790		18,950	18,950	14,160
			4,790			18,950	
SUBDIVISION	-28,466			0			28,466
SUBDIVISION		0	-28,466		0	0	0
			-28,466			0	
RECREATION	-327,910			-306,055			21,855
CS BOARD		0			3,500		3,500
RECREATION		46,219			178,250		132,031
REC CAPITAL SA ZONE		2,801			70,980		68,179
			-281,692			-124,305	
SWIMMING POOLS	-62,127			-93,900			-31,773
POOLS		107,025			242,386		135,361
CAPITAL - JO POOL HEATER		0			15,000		15,000
			44,898			163,486	
ARENA	-55,332			-92,300			-36,968
ARENA		154,660			306,836		152,176
ICE PLANT		11,238			35,800		
CAPITAL - FLOOR SCRUB		5,970			6,000		
			116,536			256,336	

JUNE 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 May 9, 2023	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		13,359			20,680		7,321
			13,359			20,680	
CURLING RINK	-2,315			-57,500			-55,185
CURLING RINK		31,068			69,570		38,502
ICE PLANT		11,238			35,800		
CAPITAL - WALL REPAIR		0			10,000		10,000
			39,991			57,870	
BALL DIAMONDS	-4,300			-4,400			-100
BALL DIAMONDS		8,252			30,550		22,298
			3,952			26,150	
GOLF COURSE	0			0			0
GOLF COURSE		2,906			2,910		4
			2,906			2,910	
FOX LAKE PARK	-28,276			-109,764			-81,488
FLP		24,711			108,350		83,639
CAPITAL - ELECTRICAL		35,043			28,400		-6,643
			31,478			26,986	
PARKS	0			-25,000			-25,000
PARKS		135,735			286,510		150,775
CAPITAL - MOWER		20,075			20,100		25
CAPITAL - SKATEPARK		0			75,000		75,000
			155,810			356,610	
SUMMER YOUTH PROGRAM	-5,120			-14,600			-9,480
		10,986			38,960		27,974
			5,866			24,360	
COMMUNITIES IN BLOOM	0			0			0
COMMUNITIES IN BLOOM		0			0		0
			0			0	
SPRAY PARK	0			0			0
SPRAY PARK		4,135			11,240		7,105
			4,135			11,240	
KING-HUNTER PIONEER PARK	-290			0			290
KING-HUNTER PIONEER PARK		11,187			30,730		19,543
			10,897			30,730	
SOCCER FIELDS	-2,500			-2,500			0
SOCCER FIELDS		1,721			10,900		9,179
			-779			8,400	

JUNE 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 May 9, 2023	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		4,583	4,583		16,400	16,400	11,817
LIBRARY	0			-10,000			-10,000
LIBRARY		69,041			113,710		44,669
LIBRARY - CAPITAL - WATER DIVERSION		0			10,000		10,000
			69,041			113,710	
CENTENNIAL PLACE	-30,242			-79,108			-48,866
CENTENNIAL PLACE		92,132			192,146		100,014
CENTENNIAL PLACE CAPITAL		0			0		0
			61,890			113,038	
COMMUNITY CENTRE	-14,205			-37,327			-23,122
CENTRE		35,579			74,500		38,921
			21,374			37,173	
LIONS HALL	-1,350			-2,400			-1,050
LIONS HALL		8,822			13,420		4,598
			7,472			11,020	
RESERVES	0			0			0
		0			0		0
			0			0	
TOTAL REVENUE	-5,648,212			-10,538,861			-4,890,649
TOTAL EXPENDITURES		3,613,844			10,285,101		6,671,257
TOTAL SURPLUS (DEFICIT)			-2,034,368			-253,760	

Date: July 11, 2023

Agenda Item No: 06.04

## Capital Budget Update

### Recommended Motion

That Council accepts the Second Quarter Capital Budget Update, dated June 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 May 9, 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. Capital Budget Update – June 2023

Reviewed by and Approved for Submission to Council

Reviewed by: \_\_\_\_\_

Financial Review by: \_\_\_\_\_

\_\_\_\_\_  
Chief Administrative Officer

**2023 SECOND QUARTER CAPITAL BUDGET UPDATE**

**EFFECTIVE JUNE 30, 2023**

**Budget Adopted May 9, 2023**

DEPARTMENT & ITEM	STATUS	EXPENSED	BUDGET	DIFFERENCE
<b>ADMINISTRATION</b>				
WEST ELECTRONIC SIGN	Looking at design options	0	5,000	5,000
<b>FIRE DEPARTMENT</b>				
BURN TOWER OUTDOOR FLAMMABLE PROPS	Ordered 50% deposit funded by Hanna Fire Association	220,000	440,000	220,000
EQUIPMENT - BUNKER GEAR - 4 SETS		15,960	17,600	1,640
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	Awaiting inspection	0	590,000	590,000
<b>STREETS &amp; ROADS</b>				
INFRASTRUCTURE PROGRAM	Palliser & Pioneer Trail Road	11,893	142,300	130,407
GRADER REPLACEMENT	Lease expires - October 2023	0	208,900	208,900
<b>AIRPORT</b>				
AUTOMATIC FUELING STATION	Developing RFP	0	70,000	70,000
RUNWAY LIGHTS	Engineering	22,422	352,822	330,400
<b>WATER DISTRIBUTION</b>				
HARDWARE FOR METER READINGS	Complete - Training July 20th	27,003	27,500	497
<b>CEMETERY</b>				
COLUMBARIUM	Advertising RFP	0	25,000	25,000
<b>RECREATION</b>				
CCRF - SENIORS AMENITY ZONE		2,801	70,980	68,179
<b>POOL</b>				
POOL HEATER - JUNIOR OLYMPIC POOL \$15,000 in Reserve funds	Going to Carry Forward to 2023	0	15,000	15,000
<b>ARENA</b>				
FLOOR SCRUBBER	Complete	5,970	6,000	30
<b>CURLING RINK</b>				
WEST INTERIOR WALL REPAIR		0	10,000	10,000

**2023 SECOND QUARTER CAPITAL BUDGET UPDATE**

**EFFECTIVE JUNE 30, 2023**

**Budget Adopted May 9, 2023**

<b>DEPARTMENT &amp; ITEM</b>	<b>STATUS</b>	<b>EXPENSED</b>	<b>BUDGET</b>	<b>DIFFERENCE</b>
<b>FOX LAKE PARK</b>				
CAMPSITE ELECTRICAL COMPLETION	Complete	35,043	28,400	-6,643
<b>PARKS</b>				
MOWER REPLACEMENT	Complete	20,075	20,100	25
SKATEPARK UPGRADES		0	75,000	75,000
<b>LIBRARY</b>				
NORTH SIDE WATER DIVERSION \$10,000 in Reserve Funds		0	10,000	10,000
<b>TOTAL CAPITAL</b>		<b>361,166</b>	<b>2,193,602</b>	<b>1,832,436</b>

Date: July 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 June 12, 2023
2. Municipal Planning Commission Meeting Minutes of June 13, 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 June 12, 2023
2. Municipal Planning Commission Meeting Minutes of June 13, 2023.

## Reviewed by and Approved for Submission to Council

Reviewed by: \_\_\_\_\_

Financial Review by: \_\_\_\_\_

\_\_\_\_\_  
Chief Administrative Officer

**TOWN OF HANNA  
COMMUNITY SERVICES BOARD MEETING  
June 12, 2023**

Minutes of a meeting of the Community Services Board of the Town of Hanna held Monday, June 12, 2023 in the Town Council Chambers at 7:00 p.m.

Members Present:

Chairperson Nadine Wood  
Councillor Vern Thuroo  
Darlene Herzog  
Deanna Derbyshire  
Kalli Cooper

Regrets:

Elaine Johnston

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 7:02 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- K.Cooper**

That the Minutes of March 27, 2023 be adopted as presented.

CARRIED

**BUSINESS ARISING:**

Kim reviewed the changes Council approved to the Community Services Rates and Fees that were recommended by CSB.

**CORRESPONDENCE**

Resignation letters from Cody Dale McNair and Sam Lockhart.

**FINANCIAL REPORTS**

**MOTION: V.Thuroo- D.Herzog**

That the financial reports for March, April and May 2023 be accepted for information.

CARRIED

### CAO Report – Kim Neill

- Since the ice was taken out of the Arena it has been used for the spring rummage sale, a two-performance circus and has been used on Friday evenings for lacrosse up until the dirt went into the arena for the 4-H sale which was the weekend of June 10 – 11<sup>th</sup>. It is planned to leave the dirt in for the rest of the summer until the rodeo is held in mid September.
- Ball/soccer are in full swing.
- Town Signage has been completed as of last week with new signage on Town facilities, wayfinding/directional signs, and three entrance signs.
- The electrical upgrade at Fox Lake Park is complete and the new pedestals that were purchased allow for water services, so the Town is planning to install water lines to several sites that previously did not have water.
- Pool and Spray Park are both up and running with the pool offering some new programs including a shallow water aqua-fit program at noon on Tuesdays and Thursdays. A decision was made to open for lane swim Mon – Fri at 6:30AM versus 7:00AM. This opening time will be evaluated as it costs approximately an extra \$1,200 to open 30 minutes earlier.
- Flowers have been planted and hanging baskets hung at the same locations as previous years.
- Continuing to work with the Town engineering firm on the detailed design for the downtown redevelopment project with the detailed design and cost estimates at now close to the 90% stage. Next step in the process is to establish times to meet one-one with the downtown property owners to talk about the project and how it will impact access. It is anticipated these meetings will be held over the summer. Project is dependant on approval of the Coal Infrastructure Grant which is currently in development. The project is estimated to be approx. \$5-6 Million. In addition to the core infrastructure (water/sanitary and storm lines) the project includes new wider sidewalks, intersection bump outs, benches, bike racks and pedestrian friendly lighting. If funding is confirmed it is anticipated that the project will go out to tender in January 2024 and construction form May – October 2024.
- The Town is moving our Land Use Bylaw review forward and it is anticipated that the second version of the LUB will receive first reading at the June 13<sup>th</sup> Council Meeting. The second version was developed after taking into consideration the feedback received through the public open house and comments received after the open house. A Public Hearing will be set for a day in September to allow anyone who wishes to provide comment on the LUB an opportunity to do so. Second and third reading of the LUB are planned to occur at the October and November Council meetings and if everything goes according to plans it will come into effect as of January 1, 2024
- The Town is trying out new forms of Advertising and are taking out an ad in the ECA Review weekly and have been using a weekly mail drop in all post office boxes.
- Bylaw Enforcement- Tracy Raypold the Town municipal enforcement officer is back from Community Peace Officer Training and has been working on catching up outstanding complaints and has begun proactive patrols for unsightly properties.

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- The Hospital Auxiliary has agreed to move their fall rummage sale date up one week to September 23, 2023, on a trial basis. Impacts to the rummage sale being moved up one week will be reviewed and considered prior to the setting of the fall 2024 date.
- Music in the Park line-up for the summer has been confirmed for every Sunday afternoon at 4PM at Hector King Hunter Park starting July 2<sup>nd</sup> and running to August 27<sup>th</sup>.
- EPIC Adventures is ready for another season and have just begun promoting the program and taking registrations.
- Have hired a full-time Team Leader at Centennial Place (Darcie Lamson) and may be looking for some additional casual staff as we have had another recent resignation of a casual stall person.
- Solar farm proposal on the east end of Hanna between Highway 9 and the CN Reservoir is still moving through their process. There is a planned public consultation session being held at the Hanna Municipal Library the evening of June 21<sup>st</sup>.

#### **Community Services Coordinator Report: - Michele Toews**

- Volunteer Appreciation night held on April 18, 10 groups attended, and the evening was well received. The first Pincombe Appreciation award was presented. Carol Orr was the recipient.
- Approx 150 people attended the Firehall open house- Fire smart property with the Town and Special Areas with a focus on emergency preparedness. They had free food and tours of the Firehall and burn tower.
- Seniors Week had a great turnout for all planned events with 165 attending the Mayor's Garden Party. Positive feed back was received from those that attended.
- Registration is open for EPIC the hours will be Monday – Thursday full days 9:00-4:00. Fridays are mornings only 9:00- 12:00noon. Sydney McMillin is back as Manager.
- Community Youth Fund has funding for children's programs such as EPIC, Swimming etc.
- Canada Day 12:30 Flag raising, lots of events planned around HKH Park as in previous years with bounce houses, public swim. The Travelling Mabels will be the live entertainment. Fox Lake having bike parade with prizes. Fireworks that night at 11:30
- HFMT (Hanna Family Marriage Therapy) and FCSS partnership for sustainability and funding. Early data for 2023 would suggest that we should expect to see an increase in usage, currently the Town of Hanna provides \$12,000 in funding to the program annually. 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.
- Drive Happiness has been utilized by seniors arranging grocery pickup in Town.

#### **Council Report – Vern Thuroo**

- Chicken and Duck program for the Lodge and LTC. The Lodge has 6 chickens that are doing well in the program. The 6 ducks for LTC are not as successful, when starting the program no one checked with AHS as they did not approve of the ducks being on the premises.



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- Council attended an Elected Officials Emergency Management Course.
- New Land Use Bylaw is going to Council for First Reading at the June 13, 2023 Meeting.

### **Community Services Youth Club Report- Kalli Cooper**

- Youth Club hosted a movie night on April 21 showing Puss in Boots, it was well attended.
- Rec night at Centennial Place was on May 5<sup>th</sup> 12 kids attended, they were not the usual kids so that was nice to see new/ different faces.
- Planning Teen Fair for Sept 9 ideas on activities: Laser tag, Velcro wall, Henna tattoo, Cartoonist, DEMSA presentation. Looking at having hobbies such as sewing in the Teen Fair to help teach kids in a quick manner.
- Ideas for prizes, play games to win a prize such as trivia questions. Open to more ideas for the event.

### **Handivan Review Discussion**

- Current policy is that a person cannot drive themselves to an appointment whether medical or not, it is handicap only.
- Darlene and Nadine said this was visited in 2021 and that in previous discussions over the years it had been decided that the Board was comfortable with how the policy read. Concerns that It could open the door to abusing the Handi van as well as wearing it out maintenance wise. Very expensive to replace.
- Discussions arose around pregnant mothers needing medical from out of Town Dr's.- where to draw the line if the policy was changed.
- Kim asked Michele to prepare a draft policy to reflect potential changes to the policy to be included on a CSB agenda in the Fall.

### **ROUND TABLE DISCUSSION**

- Vern spoke about the Beef raffle with the tickets being drawn on July 1 at the Flag raising. The beef was an 800lb cow.
- Can Am Football July 8 the ELKS will be hosting a pancake breakfast for the team and the coaches the morning of July 7th.
- Fall Fair coming up with a parade being planned, the car club will be opening to vendors on Main Street.
- Vern is third Vice President of Elks Association
- Deanna inquiring about odor coming from GFL, Kim told her to call GFL directly or Alberta Environment if the odor is bothersome.
- Everyone is going to have a great Summer.

### **NEXT MEETINGS DATES:**

Monday September 18 at 7:00 p.m.

**ADJOURNMENT**

Chairperson Nadine Wood adjourned the meeting at 8:40 p.m.

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Chairperson Nadine Wood

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CAO Kim Neill

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TOWN OF HANNA  
MUNICIPAL PLANNING COMMISSION MEETING  
JUNE 13, 2023

Minutes of the Municipal Planning Commission Meeting held Tuesday, June 13, 2023 at 12:00 p.m. in the Town of Hanna Council Chambers.

Members Present:

Kyle Olsen  
Sandra Beaudoin - through video conference  
Larry Stickel  
Richard Preston

Members Absent:

Administration Present:

Kim Neill – Chief Administrative Officer  
Winona Gutsche – Director of Corporate Services  
David Mohl – Development Officer

**1.0 CALL TO ORDER**

Chairperson Kyle Olsen called the Municipal Planning Commission meeting to order at 12:00 p.m.

**2.0 REVIEW & ADOPT AGENDA**

Moved by Larry Stickel that the Agenda for June 13, 2023, be adopted as presented.

Motion Carried.

**3.0 ADOPT MINUTES OF PREVIOUS MEETING**

Moved by Richard Preston that the Minutes of the Municipal Planning Commission Meeting held May 17, 2023, be adopted as presented.

Motion Carried.

09-2023  
Agenda

10-2023  
Minutes

#### **4.0 NEW BUSINESS**

Tracy Woitenko was present through video conference to review item 4.1 Development Permit Subdivision Application.

##### **4.1 Development Permit – Subdivision Application Palliser Regional Municipal Services File 11-206**

Moved by Richard Preston that the Municipal Planning Commission accepts for information, the Palliser Regional Municipal Services Subdivision Report on Subdivision File No 11-206 PRMS No. 2022-027 to subdivide Lot 2, Block 1, Plan 2261JK; and

That Palliser Regional Municipal Services be informed that the Municipal Planning Commission approves the four (4) subdivision approval conditions in the Report, which are as follows in abbreviated form:

1. Registration of the subdivision.
2. All outstanding taxes to be paid to the municipality.
3. Concurrent registration of utility easements and rights-of-way as required by relevant authorities.
4. A Party Wall Agreement, prepared to the satisfaction of the Subdivision Authority, shall be registered on the title of the proposed lots 24-26, 27-28 and 29-30 concurrent with registration of the plan of subdivision.

Motion Carried.

##### **4.2 Development Permit D22-19 & D03-22 Request for a Relaxation on Setbacks**

Moved by Sandra Beaudoin that the Commission approves the request for a front yard relaxation on Development Permits D22-19 & D03-22 for the existing dwellings on the residential properties legally described as Lots 24, 26, 27 & 28 Block 2 Plan (yet to be registered), Civic Addresses 501, 505, 507, & 509– 5<sup>th</sup> Street West with the following relaxations:

1. A front yard setback relaxation of 1 Meter.

Motion Carried.

11-2023  
Dev Permit  
Subdivision App  
File 11-206

12-2023  
Dev Permit App  
D22-19 & D03-22

13-2023  
Dev Permit App  
D31-23

#### **4.3 Development Permit D31-23 Discretionary Use for a Daytime Childcare Service**

Moved by Larry Stickel that the Commission approves Development Permit D31-23 for the operation of a Daytime Childcare Service as a discretionary use in the MH – Manufactured Home District for the residential property at 619 – 5th Avenue West, legally described as Lot 19, Block 1, Plan 7610722, Tax Roll 113900 as presented, as the proposed development:

- conforms with a discretionary use prescribed by the Land Use Bylaw for that land or building.
- would not unduly interfere with the amenities of the neighbourhood or materially interfere with or affect the use, enjoyment, or value of neighbouring properties.
- is compatible with existing developments or uses.

Motion Carried.

Next meeting will be set as required.

#### **5.0 ADJOURNMENT**

Chairman Kyle Olsen declared that all business being concluded, the Municipal Planning Commission is adjourned at 12:54 p.m.

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Chairman Kyle Olsen

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Secretary Kim Neill

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

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## 1. Engineering Project Updates

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

- Downtown Redevelopment Project
  - MPE has completed the drawings & cost estimates to the 90% completion stage.
  - Have prepared an information package to go to all business owners in the affected construction area with an offer to set up one-one meetings with the owners, MPE and Town Administration to review the project, timelines, design/plan feedback, access restrictions, outside water connections, etc. Planned for August.
  - Tender: January 2024 (based on available funding)
  - Construction: May 2024 (based on available funding)
- Palliser & Pioneer Trail Road Rehabilitation
  - The FWD testing is delayed but anticipated to be completed prior to the end of July. A **falling weight deflectometer** (FWD) is a testing device used by civil engineers to evaluate the physical properties of pavement in highways, local roads, airport pavements, harbor areas, railway tracks and elsewhere. The data acquired from FWDs is primarily used to estimate pavement structural capacity, to facilitate overlay design or determine if a pavement is being overloaded.
- 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
  - Administration has received the final Building Condition Assessment reports for the above facilities and will use these reports to assist with long term capital budgets.



- Infrastructure Management Plan Update
  - Mark Steffler is managing this portion of the project and met with Administration on May 26<sup>th</sup>. Administration is awaiting the final report.
  - It is anticipated that Mark will present the updated Infrastructure Management Plan to Council at a Council Information Meeting either July 26<sup>th</sup> or August 30<sup>th</sup>.
- Airport Runway Lighting Project
  - A pre-construction meeting was held virtually on June 5<sup>th</sup> with representatives of MPE, Tristar Electric and Administration in attendance.
  - Materials have been ordered and it is anticipated the work will take approximately 2 weeks and is scheduled for a start sometime in September.
- Pioneer Trail Bridge Replacement
  - MPE has submitted the application for STIP funding for this project.
  - Received notification that the grant application was not successful and Administration plans to resubmit an application again this fall when the program applications are able to be submitted for the following year.
  - Prior to the resubmission of the application MPE will provide a report for Council's consideration on the possibility of using a culvert system versus a bridge replacement and the pro's & cons of both options.

## **2. Signage Project**

The signage project is now complete. Administration must complete the work on having some graphic design options for the electronic sign at the west entrance created for Council review and approval. It is Administrations understanding that Council would like to see that sign have a reference to the Home of Nickelback.

## **3. Apex Utilities – Valve Replacement**

Apex Utilities completed a significant gas line replacement project in 2018 and have recently been notified that the low volume tapping tees that were used in the project do not meet the standards for the conditions associated with the rated pressures.

As a result, Apex has arranged to have these tapping tees replaced and the project will begin ASAP. From their construction plans it appears that all these tees are in alleys so there may be some temporary disruption to alley access. Administration has requested a communications plan from Apex prior to the construction beginning.

## **4. Columbarium Purchase**

In the 2023 Capital Budget the purchase of a Columbarium with a budget of \$25,000 was approved. Administration prepared, sent out and advertised an RFP for a new columbarium with 4 proposals received by the deadline of 10AM Friday July 7th.

Administration has accepted the lowest cost proposal from Sunset Memorials in the amount of \$22,761 plus GST. The other proposals ranged from \$34,853 - \$41,060.

Delivery date is estimated at 12 weeks.

## **5. Hay Tender**

The Town advertised the standing hay tender for the right to hay various portions of vacant property owned by the Town. The following were the successful bids on the respective parcels received by the deadline to apply of June 30<sup>th</sup> at 4PM:

Lagoon Land	\$ 105.00
Airport Land	\$1,250.00
Sunset Ridge	\$ 210.00
408 Fox Lake Trail	\$ 105.00
Area behind Palliser Regional Municipal Services	\$ 105.00
Area between Argue Drive and Lutheran Church	\$ 210.00

## **6. AM Convention Meeting with Minister of Municipal Affairs**

At the AM Convention in Edmonton September 27 – 29<sup>th</sup> there is an opportunity to request a short (15 minute) meeting with the Minister of Municipal Affairs (Ric McIver). Administration is looking to Council to confirm the three agenda items that they would like to discuss with the Minister. From the Council Information Meeting on June 28<sup>th</sup> Administration had noted the following:

- Infrastructure Funding
- Utility costs – Transmission and Distribution
- Funding for a weather station

On another note, Administration have booked hotel rooms for all Council Members to attend so please let me know whether you are planning to attend so if you are not we can cancel any rooms not required. Early bird registration is August 18<sup>th</sup>.

### **Meetings Attended:**

- CanAm Bowl Organizing Committee – June 14 & 27<sup>th</sup>
- Regional Economic, Community Development, Tourism & Marketing Group – June 20<sup>th</sup>
- MPE – Engineering Project Updates – June 20 & July 4<sup>th</sup>
- Vacation – June 21 – June 26<sup>th</sup>
- Council Info – June 28<sup>th</sup>
- CMHC Webinar – Affordable Housing Funding – July 11<sup>th</sup>

### **Upcoming Events:**

- Vacation – July 17 – July 20<sup>th</sup>
- Council Info – July 26<sup>th</sup>
- MPE – Engineering Project Updates – June 20 & July 4<sup>th</sup>

## July 2023 COUNCIL REPORT

KEVIN OLSEN – COMMUNITY SERVICES FOREMAN

### **Arena**

Dirt is in

4H went over well

Bleachers prepped for painting on hot/rainy days

### **Parks / Cemetery**

Canada Day was well attended. Heard all positive comments in regard to the parks and staff

Maintaining parks and greenspaces regularly

Maintain the Cemetery one week, and the Airport the next week

### **Centennial Place**

Issues with cable machine in fitness centre. As with other equipment, needs to be upgraded to commercial quality. Ordered but expected delivery will be the end of August

### **Swimming Pool / Spray Park**

The new shed has been built and increased storage at the pool and increased the function of back maintenance room

AHS water samples have come back good each week

### **Parks Shop**

### **Lions Hall**

Mark Nikota with Harvest Sky still working on process for Commercial Kitchen in Lions Hall. Will make it rentable for those that need to produce in a commercial kitchen (ie Farmers Market, caterers etc) but will lose its use as an affordable small rental space

### **Other**

Summer staff has started

Fox Lake power upgrades are complete. Water to be tied in as time permits

## **Community Services Coordinator Report – Michele Toews – July 11, 2023**

### **Canada Day**

Canada Day celebrations were held on July 1<sup>st</sup> with residents enjoying the flag raising ceremony, activities in Hector King Hunter Park, free BBQ lunch, free swimming and rounding out the day with Fireworks at Fox Lake Park. Attendance was slightly lower than last year, however that is typical of when the holiday falls over the weekend with more people out of town. The weather cooperated for a successful event. Staff from the pool, parks department and EPIC Adventures were great hosts for the day.

### **Music in the Park**

Music in the Park has returned with shows each Sunday at Hector King Hunter Park at 4pm. Scheduled for the remainder of the summer are:

July 16 – Scotch and Starlight

July 23 – Charms

July 30 – Garrett Gregory

August 6 – Bobby Gosse

August 13 – Dean Ray

August 20 – El Mule

August 27 – Eva Levesque

### **EPIC Adventures**

EPIC has started for the summer with 25+ children attending in week one! Themes for the remainder of the summer are:

July 10-14 – Animal Planet

July 17-21 – Festive Fun

July 24-28 – All Around the World

July 31-August 4 – Dreamland

August 8-11 – Retro Recapture

August 14-18 – All Stars

August 21-25 - Carnival

### **Drive Happiness**

Drive Happiness Statistic 2023 YTD:

New Drivers – 0 (1 new application pending)

New Riders – 8

Total Rides Completed – 26

    Delivery – 16

    Medical – 6

    Personal – 2

Rides Cancelled by Rider – 2

Rides Cancelled by Driver – 2

No Driver Available for Request – 14

**Youth Club**

As we head into summer the Youth Club is gearing up the preparations for their Teen Fair that will be held Saturday, September 9<sup>th</sup>. Anyone who wishes to volunteer or make a donation to the event can reach out to Youth Club President Neala-Rea Venó at [hannayouthclub@gmail.com](mailto:hannayouthclub@gmail.com).

**Disc Golf**

Disc Golf Course Designer Craig Burrows Johnson visited Hanna the first week of July to lay out a course design for us and is assisting us with sourcing/pricing the specialized disc golf equipment needed to install a course. Craig has worked on course development across North America, including current projects in the Drumheller area.

Date: July 11, 2023

Agenda Item No: 9.01

## Hanna Fire Department – 2023 2<sup>nd</sup> Quarter Report

### Recommended Motion

That Council accepts the Hanna Fire Department 2023 2<sup>nd</sup> Quarter Report for April – June 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 April – June 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 2<sup>nd</sup> Quarter Activity Report
2. Hanna Fire Department – 2023 2<sup>nd</sup> Quarter Comparison Report



Reviewed by and Approved for Submission to Council

Reviewed by: \_\_\_\_\_

Financial Review by: \_\_\_\_\_

\_\_\_\_\_  
Chief Administrative Officer



**HANNA FIRE DEPARTMENT**

**ACTIVITY REPORT**

**APRIL - MAY - JUNE**

**2023**

CLASSIFICATION	TOWN #	RURAL #	COMBINED #
Structure Fire	0	0	0
Vehicle Fire	0	3	3
Rescue/MVA	0	7	7
Grass or Feed Fire	0	9	9
Medical Assist	4	5	9
Misc	3	0	3
False Alarm	5	0	5
<b>Total Calls 2nd Quarter</b>	<b>12</b>	<b>24</b>	<b>36</b>

Calls 1st Quarter	13	13	26
Calls 2nd Quarter	12	24	36
Calls 3rd Quarter			0
Calls 4th Quarter			0

<b>Total Calls 2023</b>	<b>25</b>	<b>37</b>	<b>62</b>
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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	4	2	2	1	1
May	4	5	8	2	4	2
June	4	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
7	2	4	3	7	3
3	4	4	5	1	2
7	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
4	2	2	1	0	1
1	4	2	2	0	6
2	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

Date: July 11, 2023

Agenda Item No: 9.02

## Development Permit Report – 2023 2<sup>nd</sup> Quarter

### Recommended Motion

That Council accepts the Town of Hanna Development Permit Statistics Report for the 2023 2<sup>nd</sup> Quarter from April to June 2023 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 2<sup>nd</sup> Quarter (April - June 2023) and address any question of Council.

### 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 2<sup>nd</sup> 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
<b>1st Quarter</b>			
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	2123982 Alberta Ltd.	Construction	\$350,000
D10-23	Home Occupation	407 Hanna Cresent	\$0
D11-23	Construction	100 Golf Course Cresent	\$155,000
<b>2nd Quarter</b>			
D12-23	Candis White	Construction - Garage	\$20,000
D13-23	Bert Martin	Construction - Garage	\$50,000
D14-23	Colin Kisko	Construction - Ramp	\$500
D15-23	Heather Skinner	Fence	\$7,000
D16-23	Glory Lester	Home Occupation	\$0
D17-23	Colton Griffith	Fence	\$2,000
D18-23	James Laughlin	Fence	\$500
D19-23	Giovanna Pirro	Construction	\$30,000
D20-23	Curbex	Sign	\$1,700
D21-23	Lisa Gentry	Home Occupation	\$0
D22-23	Bruce Schiffner	Construction - Shed	\$6,000

D23-23	Roger Guilbault	Fence	\$5,000
D24-23	Thelma Bossert	Construction - House	\$400,000
D25-23	Cindy Emmerson	Fence	\$3,000
D26-23	Brian Gutsche	Fence	\$5,500
D27-23	Ernest Brown	Construction - Garage	\$20,000
D28-23	Tracy Raypold	Fence	\$800
D29-23	Gerald Benedict	Construction - Ramp	\$500
D30-23	GFL Enviromental Inc	Construction - Shed	\$365,000
D31-23	Alyssa Gross	Change of Use	\$0
D32-23	Megan Skilling	Construction - Deck	\$2,500
D33-23	Kinberly Miller	Home Occupation	\$0
D34-23	Sean & Lisa Watts	Fence	\$5,000

Date: July 11, 2023

Agenda Item No: 9.03

## Emergency Management Report – 2023- 2<sup>nd</sup> Quarter

### Recommended Motion

That Council accepts the Town of Hanna Director of Emergency Management 2023 2<sup>nd</sup> Quarter Report (April – June) for information and thanks the Director of Emergency Management David Mohl for his presentation this evening.

### Background

Mr. Mohl is present this evening to provide an update on the Emergency Management activities undertaken in the 2023 – 2<sup>nd</sup> Quarter (April - June) and address 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 – 2<sup>nd</sup> Quarter Report



Reviewed by and Approved for Submission to Council

Reviewed by: \_\_\_\_\_

Financial Review by: \_\_\_\_\_

\_\_\_\_\_  
Chief Administrative Officer



COUNCIL REPORT  
2<sup>nd</sup> Quarter 2023

David Mohl, Director of Emergency Management

2023 – 2nd Quarter Report

- Been closely following all the Local State of Emergencies that have been happening throughout Northern Alberta this spring due to all the wildfires. I keep doing comparisons to our community and our situation to brainstorm on how similar events could affect the Town of Hanna. Especially the issues around reopening a community after it has been evacuated even if only for a few days.
- We held our Regional open house at the Hanna Fire Hall during Emergency Preparedness Week on May 10<sup>th</sup>. This event was a partnership between the Town of Hanna and Special Areas Board Emergency Management Departments as well as the Special Areas Fire Department and the Hanna Fire Department. The event was well attended, the barbeque was sponsored by Atco Electric with their staff and families providing the barbeque services. We have received very good public feedback on the event. It provided a venue to educate both rural and urban citizens on the importance of a good fire prevention plan as well as an opportunity to see inside the burn tower and tour all the fire trucks and fire hall museum.



Date: July 11, 2023

Agenda Item No: 9.04

## Hanna Municipal Enforcement – 2023 2<sup>nd</sup> Quarter Report

### Recommended Motion

That Council accepts the Hanna Municipal Enforcement 2023 2<sup>nd</sup> Quarter Report for April – June 2023 and thanks Municipal Enforcement Officer Raybold for her presentation this evening.

### Background

The Municipal Enforcement Officer is in attendance to present the Hanna Municipal Enforcement quarterly statistics for April – June 2023 and address any questions Council may have.

The first half of 2023 has been a time of development and implementation. The creation and updating of legal documents, research of best practice, and implementation of process to support the intended focus of the Hanna Municipal Enforcement Services role and responsibilities has moved in a positive direction. Efforts to identify the needs of council, administration and the community has remained the focus of the work. Networking with local contractors, other agencies, and community members through meetings has begun to progress in a positive direction. The identified need to further educate all stakeholders is high. This is a new venture for the community. I believe that my commitment to the role will evolve into a progressive and stable program. My personal and professional desire to see the success of this program remains high. I am passionate about serving this community and continue to strive towards community engagement and relationship building. Allowing residents to be heard and assisting to resolve concerns within my mandate is the intended focus of my position. I am committed to working with the public, in efforts to achieve successful resolution of all concerns brought forward that are within my legal authority. Municipal Enforcement duties are largely about achieving compliance through education and supportive measures. There will always be a small portion of individuals who are not receptive to the role and its related duties. Continued efforts through education and enforcement, when necessary, will have long term benefits to a peaceful, safe and beautiful community that all of Hanna's residents and community stakeholders desire to see.

A large portion of the last 6 months were spent attending training specific to my role and the future goals of Hanna Municipal Enforcement Services. Training was intense and provided



me with current knowledge and confidence to proceed and achieve goals specific to the future role of Community Peace Officer. The Community Peace Officer Induction Program (CPOIP) has qualified me to apply for a Community Peace Officer Appointment and is vital to the progression of my role for the Town of Hanna, Municipal Enforcement Services. Thank you for your support in achieving this goal.

The table below shares gathered statistics between the months of January to June 2023. Please note that CPOIP training impacted these gathered statistics and the ability to respond to calls for service between the dates of March 17<sup>th</sup> to May 29<sup>th</sup>, 2023.

	Animal	Garbage	Licence	MGA/Tax	Noise	Parking	Sidewalks	Unightly	Other/ Info	Proactive	Complaint
JAN	1	1		4			18		1	20	5
FEB		1		2		2		1		2	4
MAR		4	1			1	9	3	1	2/CPOIP	17
APR	2	2				1		3		CPOIP	8
MAY	2	1	1		1			2		CPOIP	7
JUN	4	2		7		6		34	1	34	16
JUL											
AUG											
SEP											
OCT											
NOV											
DEC											
	9	11	2	13	1	10	27	43	3	58	57

*\* CPOIP- Away at Training: March 17<sup>th</sup> to May 29<sup>th</sup>, 2023 \**

### Unightly Premises:

Multiple letters to home/property owners were mailed in early June. Majority of home/property owners were compliant with the first letter. Some required a phone call. 7 of the 34 locations have moved to MGA, Order to Remedy and are due for recheck July, 11 and 12, 2023. I have completed two rounds of proactive patrols focusing specifically on Unightly Premises. While two patrols do not seem like much, it's the legal documentations and the investigative steps that take up a large amount of my time.

**Step 1:** General letter requesting compliance under the Bylaw with "7" days to remedy. Recheck for compliance/ non-compliance with updated photos if non-compliant.



**Step 2:** Failure to comply with the Bylaw reminder letter, receive a follow up phone call. If I am unable to reach the home/property owner by phone; Recheck for compliance/ non-compliance with updated photos if non-compliant.

**Step 3:** Issue MGA, Notice of Enforcement “Remedial Order” This document is detailed and specifically outlines expectations by identifying exact requirements to reach compliance. The posted date of reinspection is 14-days and includes the option to appeal to the CAO before further enforcement measures are taken. The document is posted in a plastic sleeve and then attached to the front door or window with painters’ tape to ensure the document and surface it is attached to is protected. It is left in the most visible location. Photos are taken of the posted documents. After the 14-days a recheck for compliance/ non-compliance with updated photos if non-compliant.

*\* At this stage, attempts by mail and phone have failed. This step is the 3<sup>rd</sup> and final attempt to gain compliance from the home/property owner. \**

**Step 4:** MGA, Notice of Entry/ Enforcement “Clean-up Order” is posted at the location with a date and time of inspection and commencement of work to be completed by approved contractors. Another phone call will be attempted prior to arrival. If failure to remedy continues, the set date and time is met.

The process is lengthy and strategic to further support and encourage compliance. I have provided a clear opportunity to remedy, long before it reaches the “clean-up” stage. This process is in place to reduce liability due to claims of insufficient notice.

#### **Records Management System (MRF):**

The Town has obtained a new Records Management System (RMS) that is important for the safe handling and legal retention of protected information gathered during an enforcement investigation. The information is stored on a secure server and has the capability to retain large files, including storage for “jpeg” files specific to investigations. This new RMS is a requirement to obtain Authorized Employer (AE) status with the Public Security Peace Officer Program. MRF was able to keep the cost down by requesting to omit a fee for initial training that resulted in over 50% savings for the 2023 year. Administration is navigating the new RMS and will need to dedicate time over the winter months for manual entry of files from 2022 and the first half of 2023. Once manual entry of previous files has been completed, the RMS will result in reduction of administrative time. The new RMS contributes to the development and implementation of Hanna Municipal Enforcement Services with future capabilities that support the expansion of duties once CPO appointment has been obtained.



Due to the collection and retention of protected information associated with the nature of the work, the MRF RMS restricts access to the Municipal Enforcement Officer and the CAO. The CAO will have access for read-only viewing of “concluded” and “in-progress” files. The CAO can check on the status of an investigation and approve completed files as the reviewing supervisor. The expansion capabilities of the new RMS is tailored to the Town to support growth with any additional duties. It is directly linked to the Palliser GIS mapping system and has a user-friendly platform. It is also designed and can be used by other municipal departments including Development and Fire Services if required. It is the current program of choice for most CPO employers that has replaced “Report Exec” RMS that was used by SAB, Fire Services and CPO’s.

#### **Application to obtain authorization to employ CPO(s) for the TOH:**

To recap, As of December 31, 2022, the Alberta Solicitor General, Public Security Peace Officer Program has removed CPO Level 2 Appointment that was previously obtained by rural and urban municipal governments. The CPO Level 2 was like a Bylaw Officer role.

CPO’s have a standardized image that is consistent across the province and is widely recognizable through easily identified Patrol Vehicle’s and the CPO uniform. This uniform defines and separates the CPO from Police of Jurisdiction (Hanna RCMP). The increased recognition of CPO’s brings further credibility to the CPO role, which is governed by the Public Security Peace Officer Program.

#### *Community Peace Officer Induction Program (CPOIP):*

The Community Peace Officer Induction Program (CPOIP) in Lac La Biche, Alberta has recently entered into a 5-year agreement with the Alberta Solicitor General’s Public Security Peace Officer Program to be the training site for Alberta’s provincially appointed Community Peace Officer’s. CPO’s across the province now have access to direct relatable, standardized and accredited cadet training that is instructed by CPO’s. This is what makes the Lac la Biche training program unique. In the past, the only available training center offered to CPO’s was a 6-week CPOIP delivered by the Solicitor General’s Staff College in Edmonton, Alberta. This CPOIP was instructed by Alberta Sheriff’s and Corrections Officers’ who have different work experiences and mandated duties.

Effective January 1, 2023, all Community Peace Officer’s employed by rural and urban municipal government bodies within the Province of Alberta require CPO Level 1 appointments. This reclassification impacts the level of service that was provided to communities who do not have current Authorized Employer (AE) status in place.



This portion of my report to council contains specific information to provide further education and clarity of the process, development, and implementation of a Community Peace Officer position for the Town of Hanna.

The Town of Hanna is required to make application to obtain authorization to employ a CPO. The AE application is near completion. It is one of the larger projects that has been worked on over the past several months. This project involved networking with CPO's and managers of Protective Services to research other communities of similar size and population. They are current employers of CPO's and have established CPO departments. The opportunity to work on this project was of special interest to me. The nearly completed AE application has been valuable learning experience for me. Majority of rural and urban communities in Alberta have already obtained AE status and currently employ CPO's. This investment of time was an exciting opportunity that I am proud to have pursued.

The AE application is a large package that contains mandatory requirements to include the following:

- MRF Records Management System (Secure server and tailored for CPO's in Alberta) (completed)
- Policy and Procedure Manual regulated by the Provincial CPO Act and Regulations (in-progress)
- Newly developed Town of Hanna, Peace Officer crest (completed)
- New "Town of Hanna, Municipal Enforcement Services" logo (completed)
- Town of Hanna, Peace Officer Patrol Vehicle mock up (completed)
- Updated MOU from RCMP K Division HQ (Alberta) Advisory Services (in-progress)
- Town of Hanna Traffic Safety Plan- Current to include precise statistics for the Town of Hanna to include the portion of Hwy 9 between Palliser Trail and Pioneer Trail (in-progress)
- Approved MOVES /JOIN access (registries and provincial court database) (completed)
- A current copy of the Town of Hanna's Certificate of Insurance (requested)
- 2 draw locking metal file cabinet intended to safely store any evidence collected during an investigation and officer safety tools (requested)

Some duties are not of immediate interest to the Town of Hanna while in early development of the CPO program. The re-classification of CPOs leaves the Town of Hanna with limited options until the AE application has been approved by the Alberta Solicitor General's Public Security Peace Officer Program. Delay in submission will have a negative impact to the TOH that results in a significant reduction in the level of service available to the community. I hope



to submit the completed AE no later than July 20, 2023. The time for approval is minimum 3 months. Once the AE is approved by the province, the Town will be ready to submit application for CPO appointment.

*Once Authorized Employer status is obtained:*

The Town of Hanna is now eligible to contract out CPO duties as previously done by the Special Areas Board (SAB) in 2022. This brings opportunity directly to the Town to explore working with other communities in the region who may express interest. The nearly completed AE package is all encompassing and contains opportunity for future expansion of the Town of Hanna CPO program. The required AE provides Council and administration authority to mandate the CPO's Appointment to focus on legislation they would like to see utilized in the community. Amendments to a CPO appointment is a simple process and requires CAO signing authority. The nearly completed draft of the AE application has been designed with future in mind to eliminate any significant time delay resulting in a reduction to the level of service by the Town of Hanna's appointed CPO.

*Rational to pursue AE status and CPO appointment:*

Bylaw Officers (former CPO Level 2) can no longer apply for access to provincial database to gather information vital to an investigation. The inability to access information proves very challenging and time-consuming when complaints are received. Time delay to resolve a violation is viewed negatively by the public. The public only see the continuation of an offence that has been reported. Access to information from provincial database provides the CPO the ability to locate and contact an involved party or registered owner with more ease. Some examples include; access to confirm a person's identity, access to License Plate information, and access to VIN information. This enables the CPO with the ability to contact a registered owner and inform of complaints received or officer observed violations when conducting proactive patrols. Traffic Safety Act (TSA) parking violations that are of current concern include; abandoned vehicles (Parked over 72-hours) on public roads. There are many other parking violations that occur. The TSA provides CPO's with the legal authority to tow for unresolved traffic bylaw and provincial traffic violations. Any fines related to vehicle's that may be incurred can then be issued on provincial traffic violation notices to assist in the prosecution of offences. All abandon vehicles are processed through the provincial abandon vehicle program at no cost to the TOH.

Educating a registered owner in-person or by phone is best practice. This is not always possible for various unforeseen circumstances. Access to information provides the CPO with the ability to contact a registered owner to inform of the problem and provide education to achieve a successful resolution. When appropriate, this approach is used before enforcement action is taken.





*“Provincial Radio Control Center” (PRCC):*

This is an officer safety tool and is widely used by CPO’s. Similar dispatch centres are used by Police, EMS and Fire Services. Without access to PRCC, the liability to the municipality is significant. It is not recommended that any officer operates without access to the PRCC dispatch. PRCC provides access to all necessary communications required of a CPO to conduct municipal enforcement duties, including the emergency dispatch of police if required by the CPO. PRCC is not accessible to Bylaw Officers. CPO appointment is mandatory.

*“Alberta First Responders Radio Communication System” (AFRCCS):*

Secondary to PRCC access is the equipment. The “Alberta First Responders Radio Communication System” (AFRCCS) portable radio (and in-car equipment). AFRCCS is not accessible to Bylaw Officers. CPO appointment is mandatory. Hanna Fire Services’ current portable radios have the capability to add an AFRCCS channel, reducing the cost to the Town.

*Officer Safety Equipment:*

Ballistic Vest, Baton and OC Spray are mandatory equipment required to be worn by all CPO’s. This mandatory requirement has resulted from the identified risk related to the specific duties of all levels of enforcement officers. Bylaw, CPO’s, Alberta Sheriff, Conservation, Fish and Wildlife and Police Officer’s engage with members of the public. This is largely why the Public Security Peace Officer Program has regulated CPO Level 1 to training standards and removed the CPO 2 from uniformed roles. The nature of the job has inherent risk to all enforcement roles.

*Community Peace Officer Appointment:*

The application to obtain CPO Appointment will provide the Town of Hanna’s Community Peace Officer with legal authority to respond to and investigate calls for service and conduct officer-generated investigations that are initiated through proactive patrols in the community. Below are several identified pieces of provincial legislation (Acts/Regulations) that could serve the Town of Hanna appropriately.

- **Animal Protection Act** (authority to seize animals that are in distress or are abandoned)
- **Dangerous Dogs Act** (investigation of dogs that have attacked other animals or people)



- **Provincial Offences Procedures Act** (assist with prosecution)
- **Traffic Safety Act** (investigations involving traffic offences, tow authority, educational activities promoting traffic safety in schools and at community events, warnings and prosecution)
- **Use of Highway and Rules of the Road Regulation** (offences, warnings and prosecution)
- **Trespass to Premise Act** (persons refusing to leave any town property when asked, warning and prosecution)
- **Tobacco, Smoking and Vaping Reduction Act.** (authority to approach/ investigate underage smokers, education, warnings and prosecution)
- **Weed Control Act** (offences, warnings and prosecution)

Town of Hanna CPO(s) will have the ability to issue violation notices under a provincial offence which supports the intended purpose to seek provincial prosecution. All bylaw charges are the municipality's responsibility to prosecute.

#### **Harvest Sky Animal Rescue:**

I met with Trevor Kerr, President of Harvest Sky Animal Rescue Society and have obtained access to their building. Our meeting was productive and beneficial to both parties. I will continue to work with Mr. Kerr and his volunteers to identify the needs of the Town as they relate to animal calls. Trevor has provided a copy of HSAR policies. HSAR is a "no-kill" shelter and has two large, fixed dog kennels reserved for the Town, should they be required to support an animal in need.

#### **Update to the existing Animal Control Bylaw:**

There is an identified need to update the current Town of Hanna Animal Control Bylaw. I have shared my thoughts with the CAO and wish to explore this opportunity in the fall when I am less busy with the unsightly files. It would be ideal to research a modern piece of legislation that better serves the Town of Hanna. Some key areas of focus would include: verbiage that is easy to read and understand, focusing on identified needs of the TOH.

I would like to suggest that the updated bylaw allow for any unpaid fines written on bylaw violation tags to be recovered through the taxation process. This is possible and is being done in other communities. These fines would be specific to offences that are of public interest. (Dog attack/bite/chase), ongoing failure to comply that incur cost to the TOH. (RAL-Cost associated to TOH to care for the animal until returned to the owner.) Accountability for more serious violations where a witness has come forward, provided a statement and requested that a fine be issued. Any unpaid fines can then be recovered through the annual





taxation process. This is similar to how Alberta Registries collects when fines incurred remain outstanding.

Animal Control comes at a high cost to all municipalities and is of public interest. In 2024, I would like to take a soft attempt at gaining better compliance with the Town dog licensing program. A good dog licensing program promotes the easy return of an animal to its rightful owner. Licensing reduces likelihood of having to care for and house lost/found dogs that come into the temporary custody of the TOH. Compliance from residents through a licencing program is significantly less than the cost to house a dog. The intent is specific to cost recover and to promote accountability by encouraging responsible pet ownership. Having the option in place is beneficial to the community and contributes to a reduced need to raise taxes for cost recovery of animal related calls for service. Please keep in mind, officer discretion is available and can/will be utilized in the least restrictive manner when circumstances support the appropriate course of action. The intended purpose when enacting a more modern piece of legislation is that it is easy to uphold and services the community from every area of intended interest. (intent is: public safety/ responsible pet ownership/ accountability after an incident)

**Addition of an Urban Hen Program:**

This can be a stand-alone bylaw. The Town of Innisfail has recently adopted an effective Urban Hen Bylaw that is worth reviewing. I will further explore this bylaw if expressed interest continues. The key to a successful program is a clearly designed and approved site that ensures proper containment and includes a strict limit to the number of fowl allotted per household. This will help to significantly reduce any undesirable results when faced with enforcement issues involving situations of neglect and non-compliance (containment, care, cleanliness).

**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

N/A

Reviewed by and Approved for Submission to Council

Reviewed by: \_\_\_\_\_

Financial Review by: \_\_\_\_\_

\_\_\_\_\_  
Chief Administrative Officer



Date: July 11, 2023

Agenda Item No: 09.05

## Future of the Hanna Business Hub Building

### Recommended Motion

That Council authorize the Chief Administrative Officer to have the Town owned property formerly known as the Business Hub (203 – 2<sup>nd</sup> Avenue West) listed for sale or lease.

### Background

At the July 10, 2018 Council Meeting Mr. Tim Ell the owner of the property legally described as Plan 6133AW, Block 11, Lot 25 (203-2<sup>nd</sup> Avenue West) offered to donate this property to the Town of Hanna in return for a corporate donation letter/receipt from the Town of Hanna in the amount of \$160,000 (2018 assessed value was \$155,760) and the waiving of the 2018 property taxes in the amount of \$2,924.85.

The office building was built in 1993 and was used by Mr. Ell for his accounting business until such time as he constructed the office building now occupied by the Town of Hanna at 302 – 2<sup>nd</sup> Avenue West. The Special Areas Board leased the building until the Special Areas Board office expansion was completed in 2017. Mr. Ell then listed the property listed for sale or lease and all options would be considered but he did not receive any suitable offers in the 2017/18 years.

Council accepted Mr. Ell's offer based on the following reasons:

- Keep the property listed for sale or for lease.
- Based upon the Home-Based Business study being conducted by the Royal Alberta Business Centre in Hanna the property could be used as a business incubator.
- The property could be used as a recruitment tool to draw a new business in Town by providing them with a significantly reduced property in return for them setting up a new business in Town.

The Town of Hanna leased the building to the Hanna Learning Centre who had received significant funding under the Canada Coal Transition Initiative Program to create a Business Hub. The lease was a three-year lease at \$2,000/month which carried through to the end of March 2023. The other significant benefit with this lease were the significant upgrades to the building. With the funds from the federal government the building undertook a complete



renovation of the interior, from flooring to lighting, new offices built, and the entire facility painted, etc.

As Council is aware the HLC funding ended as of March 31, 2023, and the Business Hub look and operation formally ended at the end of June 2023.

The approved 2023 Town of Hanna Operating Budget was based on the following:

#### Revenue

Lynks (Jan – March)	\$6,000
Harvest Sky (April – Sept)	\$4,500
Chamber of Commerce (April – Sept)	<u>\$2,700</u>
Total Revenue	\$13,200

#### Expenses

Repairs	\$2,000
Insurance	\$540
Goods	\$500
Natural Gas	\$2,000
Power	\$4,100
Taxes/Water/Sewer	<u>\$3,600</u>
Total Expenses	\$12,740

Since the inception of the HLC lease the Town of Hanna has transferred the net profits from operating this facility to a capital reserve for this facility which at the end of 2022 stood at \$31,165. The plan for this reserve was to offset any major capital repairs that would be upcoming and had not been completed during the major renovations in 2019. These items have continued to perform satisfactorily and include the replacement of the roof, furnace, air conditioner, and hot water tank.

With the HLC lease expiring Administration entered into lease agreements with the Chamber of Commerce and Harvest Sky Economic Development Corporation with a one-month termination clause for Harvest Sky and a 3-month termination clause for the Chamber of Commerce. Administration has also been approached by a contract worker for Business Link who is interested in renting one of the two vacant offices in the amount of \$300/month.



At the May 31, 2023, Council Information Meeting Council discussed the future of the Business Hub building and reviewed the options below:

1. Continue to lease the offices to Harvest Sky, Chamber of Commerce and Business Link and advertise the availability to rent the 4<sup>th</sup> office.
2. List the building for sale with a 90-day clause to take possession.

At this meeting consensus of Council was to continue with option 1 above until the 2024 – 2026 Operating Budget discussions in the fall at which time a longer-term decision could be made. Since that time the Town has received notification that Harvest Sky Economic Development Corporation would be terminating their lease effective July 31, 2023, and Administration had yet to finalize a lease agreement with and Business Lynks to rent the third office.

Administration has informed the Chamber of Commerce of these departures from the building and indicated that a decision on the future of the building would be brought to Council at the July 11, 2023, Council Meeting. Administration is recommending that the Town of Hanna have the property listed for sale or lease with the Town realtor with the condition of a 90-day clause prior to possession.

The 2023 assessed value of the property is \$157,750 and Mr. Wallace the Town Realtor has indicated that he would list the property at \$159,900.

### Communications

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

### Financial Implications

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



## Policy and/or Legislative Implications

N/A

## Attachments

1. Harvest Sky Economic Development Corporation - Lease termination letter

## Reviewed by and Approved for Submission to Council

Reviewed by: \_\_\_\_\_

Financial Review by: \_\_\_\_\_

\_\_\_\_\_  
Chief Administrative Officer



**HARVEST SKY REGION**  
ECONOMIC DEVELOPMENT CORPORATION

Town of Hanna  
Box 430  
Hanna, AB  
T0J1P0  
Attn: CAO Kim Neill

June 13, 2023

Re: Lease of office space at 203-2<sup>nd</sup> Ave West, Hanna – ‘the Business Hub’

Dear Kim,

Please be advised that at the Harvest Sky Board of Directors meeting on June 13, 2023, the board made the motion to terminate our lease of office space at the Business Hub effective July 31<sup>st</sup>, 2023.

Please invoice Harvest Sky for any and all rents and fees up to July 31<sup>st</sup> at your earliest convenience.

If you have any questions, please don't hesitate to give me a call.

Sincerely,

Mark Nikota  
Economic Development Manager

Date: July 11, 2023

Agenda Item No: 09.06

## Hanna Municipal Library Board – Safety and Use Bylaw

### Recommended Motion

That Council accepts the Hanna Municipal Library Board Safety & Use Bylaw as amended.

### Background

As per The Alberta Libraries Act, Library Boards operating a service point may pass by-laws for the safety & use of the library if they have policies in the following areas:

- Public admission to building – Section 36 (1)(a)(i)
- Use of public library property by members of the public – Section 36(1)(a)(ii)
- Borrowing privileges – Section 36 (1)(a)(iii)
- Fees – Section 36 (1)(b); 36 (3)
- Fines – Section 36 (1)(c)

Once a Library Board has passed a by-law it must be forwarded to Municipal Council to accept. The by-law does not come into effect until the respective Municipal Council accepts it.

The Hanna Municipal Library Board prepared the Hanna Municipal Library Board – Safety & Use Bylaw, which was accepted by Council at their February 8, 2022, meeting. This by-law primarily provides direction in the following areas of the library operation:

- Admittance to/Conduct in the Building
- Procedures for acquiring a Library Card
- Responsibilities of a Library Card Holder
- Loan of Library Resources
- Penalty Provisions
- Service & Equipment Rental
- Room Rental Fees

The By-law includes the following Schedules:

- Schedule A - Fees for the issuance of Library Cards
- Schedule B – Loan Periods for Library resources
- Schedule C – Overdue Fines and Procedures for the Return of Overdue Material
- Schedule D – Service & Equipment Fees





The Hanna Municipal Library Board has a Policy which directs the Board to review their Bylaws every two years. The Hanna Municipal Library Board at their June 5, 2023, meeting reviewed the Safety & Use Bylaw and approved a new Safety & Use Bylaw. Administration's understanding is that the only change to this Bylaw from the previous Bylaw is the increase in laminating fees in Schedule D from \$0.75/page to \$1.00/page.

**Communications**

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

**Financial Implications**

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

**Policy and/or Legislative Implications**

N/A

**Attachments**

1. Hanna Municipal Library Board – Safety & Use Bylaw – Approved by the Hanna Municipal Library Board – June 5, 2023.

**Reviewed by and Approved for Submission to Council**

Reviewed by: \_\_\_\_\_

Financial Review by: \_\_\_\_\_

\_\_\_\_\_  
Chief Administrative Officer

## SAFETY & USE BYLAWS OF THE TOWN OF HANNA LIBRARY BOARD

Approved by the Board on: June 5<sup>th</sup>, 2023

Accepted by Town of Hanna Municipal Council on:

The Town of Hanna Library Board enacts the following Bylaws pursuant to Section 36 of the Alberta *Libraries Act*.

1. Definitions in these Bylaws shall mean:
  - 1.1. **Applicant:** in the case of 8.0 below, a person who makes a request for access to a record under 8(1) of the *Freedom of Information and Protection Act*; elsewhere in the Bylaws means a person applying for a library card.
  - 1.2. **Board:** the Town of Hanna Library Board.
  - 1.3. **Cardholder:** the registered user of a current library card.
  - 1.4. **Cardholder Categories** shall include the following:
    - 1.4.1. Adult: any person 18 through 64 years of age.
    - 1.4.2. Youth: any person 13 through 17 years of age.
    - 1.4.3. Child: any person 6 through 12 years of age.
    - 1.4.4. Preschool: any person 0 through 5 years of age/
    - 1.4.5. Family: two or more members of the same family residing in the same home.
    - 1.4.6. Senior: any person 65 years of age or older.
    - 1.4.7. TAL Card borrower: a cardholder from outside the Marigold Library System with a current TAL card.
    - 1.4.8. ME Libraries borrower: a cardholder from outside the Marigold Library System whose card is registered in the ME Libraries program.
  - 1.5. **Good Standing:** a cardholder with no outstanding overdue items or charges.
  - 1.6. **Library Director:** the person charged by the Board with operation of the Hanna Municipal Library.
  - 1.7. **Library:** the Hanna Municipal Library.
  - 1.8. **Library resources:** any resources, regardless of format, that are held in the Hanna Municipal Library's collection, or borrowed by the Hanna Municipal Library, and includes but is not limited to books, periodicals, audio recordings, video recordings, projected media, paintings, drawings, photographs, toys and games, kits, and electronic databases.
  - 1.9. **Loan Period:** the period of time, as set out in Schedule B, which a cardholder may borrow library resources and includes any renewal of an original loan period.
  - 1.10. **Non-resident:** any person who has a residence outside the service area, does not pay property or business taxes within the service area (see 1.12).
  - 1.11. **Resident:** any person who has a residence and/or pays property or business taxes within the service area (see 1.12).
  - 1.12. **Service Areas:** the Town of Hanna and the Special Areas #2.
  - 1.13. **TAL card:** the Alberta Library card allows a cardholder to borrow materials from any library participating in the Alberta Library Card program.
  - 1.14. **ME Libraries:** A provincial program that allows library card holders to borrow materials from any library in Alberta who participates in the Alberta Public Library Network.

## 2. Interpreting the Bylaws

2.1. The Board is a corporation established under the *Libraries Act* Sect 3(4) as defined by the *Interpretation Act, R.S.A.2000 Chapter I-8*.

## 3. Admittance to/Conduct in the Building

3.1. The building is to be open free of charge to the public for library purposes at the hours posted.

3.2. No person using the library building shall:

3.2.1. Create any unnecessary disturbance for other library users and/or contravene Library Board Policy.

3.2.2. Take away any library item from the building unless the item has been properly checked out in accordance with library circulation policies and procedures.

3.2.3. Go into or stay in the building outside of those time periods chosen for public use, unless approved by a motion of the Board.

3.2.4. Solicit other library users and staff for personal, commercial, religious, or political reasons.

3.3. Except with the permission of the Library Director, no person shall:

3.3.1. Consume food or drink.

3.3.2. Bring any animal, other than an aid dog, into the building.

3.3.3. Bring a wheeled vehicle or conveyance, other than a wheelchair, walker, baby carriage or stroller, into the building.

3.4. Persons who do not act in accordance with 3.2 and 3.3 shall be asked to put an end to their actions. If the action continues or the seriousness of the action justifies it, library staff will direct the person to leave the building. Library staff may also ask for outside assistance, including contacting local law enforcement officers.

3.5. All persons using the library shall comply with applicable public health regulations.

3.6. No member of the public is to be left in the library building for any purpose without a staff person or member of the Board present at all times. Town of Hanna staff have access to the building in relation to building concerns. Security persons may have access to the building under special circumstances.

## 4. Procedures for Acquiring a Library Card

4.1. Any resident or non-resident is eligible to apply for a library card. A library card is issued upon:

4.1.1. Completion of an official Hanna Municipal Library card application form.

4.1.2. Presentation of payment of applicable fees as outlined in Schedule A.

4.2. Applicants will receive a library card which:

4.2.1. is valid from the date of issue to the date of expiry, unless revoked by the Library Director under 7.3.

4.2.2. Remains the property of the Hanna Municipal Library.

4.2.3. Is not valid unless the card is signed by the cardholder. The card may be signed by the cardholder's parent/legal guardian in the case of a Child or under special circumstances.

4.3. An applicant may receive a TAL card if the applicant is a resident cardholder in good standing.

4.4 An applicant may participate in the ME Libraries program if the applicant is a resident cardholder in good standing.

## 5. Responsibilities of a Cardholder

5.1. The cardholder named on a library card will be the only person that may use the card. The cardholder may designate alternate people to access his/her library records.

5.2. Loss or theft of a current library card must be reported immediately to the Library. Cardholders are responsible for all library resources borrowed and all charges attributable before the loss or theft of the card is reported. Cardholders may be assessed a minimal charge as outlined in Schedule A for a replacement card.

5.3. Cardholders must notify the library of any change of contact information as soon as possible.

5.4. A cardholder is responsible for all library items borrowed on their card and will compensate the library for all library items damaged or lost while borrowed on their card. In the case of a family card, the designated cardholder(s) listed on the family card application form is/are responsible for all library items borrowed on all family cards on that application form, and will compensate the library for all library items damaged or lost while borrowed on those cards. In the case of a Child or Young Adult card, the parent or legal guardian who signed the Child/Young Adult cardholder's application form is responsible for all library items borrowed on that library card and will compensate the library for all library items damaged or lost while borrowed on that card.

5.5. A cardholder will return or renew any library items on or before the due date as provided in Schedule B.

## 6. Loan of Library Resources

6.1. There is no charge for using library resources on library premises or borrowing library resources normally lent by the library, consultation with members of the library staff or receiving basic information service.

6.2. Loan periods for library resources are set out in Schedule B.

6.3. Library resources may be reserved and/or renewed in accordance with procedures established by the Library Director.

## 7. Penalty Provisions

7.1. The procedures for demanding the return of overdue resources are as set out in Schedule C.

7.2. As per 5.4, cardholders are responsible for all charges resulting from failing to return or the late return of library resources. The fine schedule is outlined in Schedule C.

7.3. A library card may be denied or revoked if the cardholder fails to satisfy the conditions prescribed in 6 or has previously shown that he/she cannot be trusted with library resources by repeated damage to or loss of library materials, non-payment of overdue fines, and/or loss or damage assessments.

7.4. In cases of serious dereliction, the Board may prosecute an offence under the *Libraries Act, s.41*. Such an offence is punishable under the *Libraries Act, s.41*. The range of penalties applying on conviction for such an offence is set out in Schedule C.

7.5. Any fine or penalty imposed pursuant to an offence under 7.4 inures to the benefit of the Town of Hanna Library Board in accordance with the *Libraries Act, s.42*.

## 8. Service and Equipment Rental

8.1. Service and Equipment rental fees are listed in Schedule D.

9. Room Rental Fees

9.1 Donations are requested for use of library premises not normally used for library purposes.

Refer to Policy: Conditions for Use of Areas of Library Not Normally Used for Public Service Policy.

#### SCHEDULE A – Fees for the Issuance of Library Cards

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Resident Individual Adult Card Fee (18 years and older) \$10.00/ year

Resident Family Card Fee \$20.00/ year

Card fees may be waived at the discretion of the Library Director or Library Board. Proof of hardship may be required. All library cards are subject to review.

#### SCHEDULE B – Loan Periods for Library Resources

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1. All circulating resources are loaned for three weeks.
  - a. Interlibrary items are typically loaned for three weeks unless otherwise authorized by the lending library.
  
2. Renewal Periods: All circulating resources may be renewed a maximum of two times for a total loan of nine weeks, as per Policy: Conditions Under Which Library Resources Will Be Loaned.
  - a. Extended due dates may be granted by at the discretion of the Library Director or his designate in the event of upcoming travel, anticipated hospitalization or recuperation, or other foreseeable absences.
  - b. All renewals are subject to recall or reservations from other cardholders.

SCHEDULE C – Overdue Fines and Procedures for the Return of Overdue Material

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Material Type	Charge per day
Children’s Materials including fiction, non-fiction, and audiovisual materials	\$0.10
Adult and Young Adult Materials including fiction, non-fiction, large print, and audiovisual materials	\$0.10

C.2 Procedures for return of overdue materials

1. An overdue notice is produced one week after the item(s) is/are due and the cardholder is called and/or a message is left. A record is kept of all calls made.
2. A second overdue notice is produced two weeks after the item(s) is/are due and the cardholder is called and/or a message is left.
3. A third and final notice is produced four weeks after the item(s) is/are due. It is printed and mailed to the cardholder.
4. Cardholders who have reached a maximum fine of \$10.00, or have other fees owing totaling an amount greater than \$10.00, will not be allowed to borrow resources until their account is paid.
5. Notwithstanding number 4, accounts may be paid in installments without loss of borrowing privileges and accounts may be reduced or waived under special circumstances at the discretion of the Library Director.
6. When items are returned, overdue fines may be waived.

C.3 Penalties for lost or damaged items

1. The purchase cost as listed in the library’s integrated library system (ILS) shall be charged. This charge may be waived if an exact replacement copy in new or pristine condition is provided by the cardholder.

SCHEDULE D – Service and Equipment Fees

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Photocopying and Printing

Black \$0.25 per page  
Colour \$1.00 per page  
Double sided \$0.20 per page

Faxing (sending/receiving)

\$1.00 first page  
\$0.50 additional page(s)  
Cap at \$10.00

Laminating

\$1.00/page



Date: July 11, 2023

Agenda Item No: 09.07

## Hanna Cruisers – Airport Lease Agreement

### Recommended Motion

That Council authorizes the Chief Administrative Officer to enter into a Lease Agreement between the Town of Hanna and the Hanna Cruisers for the purpose of allowing the Cruisers to place a Sea-Can in Hanger Lot 07 for the storage of items used for their annual car show and drag races held at the Hanna Municipal Airport.

### Background

In 2011 Council approved the request of the Hanna Cruisers to place a shipping container (Sea-Can) in Hanger Lot 07 at the Hanna Municipal Airport for the purpose of storing items used for their annual car show and drag races which are held at the Hanna Municipal Airport.

The original 2011 Lease Agreement expired as of December 31, 2014 and Council entered into a new 5-year agreement with an expiration date of December 31, 2019. It has recently come to the Town's attention that the Cruisers do not have a valid lease agreement for Hager Lot 07 and both the Cruisers and Administration would like to make things legal. The new agreement simply reflects the changing of applicable dates.

Highlights of the Lease Agreement are detailed below:

- Five Year Agreement terminating December 31, 2024.
- In the event the Town receives an offer to lease the premises for the purpose of constructing an airplane hanger the Town is required to provide the Cruisers with thirty days' notice to vacate the premises.
- The premises and the Sea-Can are to be used only for the purpose of storing items used for the annual car show and drag races.
- The Cruisers agree to keep the premises and property in good condition.
- The Cruisers will pay rent of \$150 plus GST on an annual basis.
- The Cruisers are responsible for providing public liability insurance in respect of personal injury or property damage.



Mr. Neill

Please accept this as an application to renew the Hanna Cruisers Car Club Lease Agreement for the placement of a 40 foot shipping container at the Hanna Municipal Airport at \$150 per year.

I am hoping that the terms of the agreement will be the same as the previous agreement.

I am also wondering if we should extend it to Dec 31/29?

Thank you,

Bill Cooper

THIS LEASE made in duplicate this        day of July, 2023

BETWEEN:

**TOWN OF HANNA**

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

OF THE FIRST PART

-AND-

**HANNA CRUISERS**

in the Province of Alberta  
(hereinafter referred to as the “Lessee”)

OF THE SECOND PART

**LEASE**

**1     PREMISES**

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

Hanna Municipal Airport - Hangar Lot 07

hereinafter referred to as the “premises”.

**2     RENT**

2.1     The Lessee covenants and agrees to pay to the Lessor in lawful money of Canada without demand or deduction, at the Lessor’s office in the Town of Hanna, in the Province of Alberta, or at such other place as the Lessor may designate by notice in writing from time to time in each and every year during the term of this Lease the sum of one hundred and fifty dollars (\$150.00) plus gst, payable on or before the 31<sup>st</sup> day of December in each and every year of the term.

## **ADDITIONAL COVENANTS OF LESSEE**

THE LESSEE FURTHER COVENANTS AND AGREES AS FOLLOWS:

- 2.1 The Lessee shall use the premises primarily for the placement of a shipping container (sea-can) for storage of items used for the annual car show and drag races held at the Hanna Municipal Airport.
- 2.2 The Lessee agrees to perform its work on the premises in a good and workmanlike manner.
- 2.3 The Lessee agrees to indemnify and save harmless the Lessor from any damage to person or property by reason of its occupation of the premises which is not due to any negligence, act or omission of the Lessor or those for whom it is responsible at law.
- 2.4 The Lessee will maintain a public liability insurance policy in respect of any personal injury or property damage that may arise from its use of the premises.
- 2.5 Upon the Lessee paying the rent hereby reserved and observing the covenants herein contained, the Lessee shall and may peaceably possess and enjoy the demised premises for the term hereby granted without any interruption or disturbance from the Lessor or any other person or persons lawfully claiming by, from or under it.
- 2.6 The Lessor will not demand the payment of any real property taxes in respect to the premises.
- 2.7 The Lessor shall neither use, sell, rent, lease, nor knowingly permit the use by any other person, firm or corporation, any item on the premises.
- 2.8 All items installed by the Lessee on, or to, the premises shall remain the property of the Lessee and the Lessee shall, at the request of the Lessor, remove any such items upon the termination or expiration of this Lease.

## **DEFAULT**

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

removed by the Lessee at its sole cost and shall remain the sole property of the Lessee. Notice of default is to be given by registered mail to:

President, Hanna Cruisers  
Box 1802  
Hanna, Alberta T0J 1P0

### **RENEWAL**

- 2.10 The rent rate of one hundred fifty dollars (\$150.00) per annum will be automatically extended on a year-to-year basis until December 2024 unless either party gives thirty (30) days written notice. This annual rent will not be pro-rated.
- 2.11 In the event that the Lessor receives an Offer to Lease the premises for the purposes of constructing an airplane hangar, the Lessee will be given a minimum of thirty (30) days' notice to remove the storage container from the property.

### **3 SUCCESSORS AND ASSIGNS**

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

IN WITNESS WHEREOF the Lessee and the Lessor have each executed these presents by affixing their seals over the hands of their proper officers duly authorized in that behalf this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

TOWN OF HANNA

HANNA CRUISERS

Per: \_\_\_\_\_  
Kim Neill, CAO

Per: \_\_\_\_\_  
Bill Cooper, President

Date: July 11, 2023

Agenda Item No: 09.08

## Municipal Planning Commission Member Appointment

### Recommended Motion

That Council appoints Mr. Bill Paisley to the Municipal Planning Commission effective July 11, 2023 for term ending October 2025.

### Background

At the February 22, 2023 Municipal Planning Commission (MPC) meeting a motion was made to accept with regret the resignation of Chris Warwick, as he has applied to become a member of the Palliser Intermunicipal Subdivision and Development Appeal Board.

As a result of this opening the Town of Hanna recently advertised for openings on the Community Services Board and the Municipal Planning Commission with a deadline to apply of June 30, 2023. One application for the Municipal Planning Commission was received from Mr. Bill Paisley. The members of MPC were polled by email as to their recommendation of Mr. Paisley to MPC and all members concurred their support for the appointment of Mr. Paisley to MPC.

The following list provides the membership of the Municipal Planning Commission if the recommended appointment of Mr. Paisley to the MPC are ratified by Council.

<u>COMMITTEE OR BOARD MEMBER</u>	<u>INITIAL APPOINTMENT</u>	<u>CURRENT APPOINTMENT</u>	<u>TERM ENDING</u>
<b>MUNICIPAL PLANNING COMMISSION</b>			
Two Town Councillors			
Richard Preston	Nov 2017	Oct 2020	Oct 2023
Larry Stickel	Oct 2021	Oct 2021	Oct 2024
Bill Paisley	July 2023	July 2023	Oct 2025



The applications will not be available at the Council meeting as they contain personal information.

Later this summer Administration will undertake the annual advertising process to recruit members to fill vacancies on any of the committees or boards that require Council to appoint members from the public for a specified term. The terms vary depending upon the board or council bylaws.

### Communications

Letters are written to each applicant and the Board or Committee chair to confirm the appointments.

Committee & Board Appointments are 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: July 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: July 11, 2023 @ 6 pm**  
**Prepared by Sandra Beaudoin**

**MEETINGS ATTENDED:**

**Meeting:** Harvest Sky Meeting

**Location:** HUB

**Date & Time:** Jun 13, 2023 10 am

Mark provided an extensive update on the projects. RFD for HSEDC sponsoring 3 local events was defeated. Concern sponsorship didn't appear to be part of the mandate & may lead to more requests, taking funds away from the 3 priorities: Economic Development, Economic Development Readiness & Community Development. Funding received from grant funding specific to economic projects. Also concern of perceived Conflict of Interest.

**Meeting:** Municipal Planning Commission

**Location:** Council Chambers

**Date & Time:** Jun 13, 2023 12 pm

3 items reviewed. All requests approved.

**Meeting:** Council Meeting

**Location:** Council Chambers

**Date & Time:** Jun 13, 2023 6 pm

**Meeting:** Pace Public Information Session

**Location:** Library

**Date & Time:** Jun 21, 2023 7 pm

Good size group in the Hanna Library board room. Again, people in attendance who do not live in Hanna & are not Tax payers, also asking questions. People were aggressive & rude to the presenter, interrupting on many occasions. I was in attendance to hear an update from PACE representative & to find out why our private property was included in PACE potential lands for this solar farm. We have not indicated any interest in having solar on our property. I expressed my concern to the continuing errors in lands PACE is including in their dissemination of information regarding this solar farm & the correction made also has an error in it. I left before the presentation ended due to the behavior of the crowd.

**Meeting:** Alberta Investment Ready Workshop

**Location:** Oyen

**Date & Time:** Jun 22, 2023 10 am

Invest Alberta Corporation: Attract high value, high impact investment & jobs to Alberta. Global Economic Trends: Food Security, Tech Stocks (strengthening business models), Energy Security (access to clean energy), The Long Grind (businesses need time to respond/react to changes in the economy). Lots of information they are looking for have been gathered by Harvest Sky with studies Mark Nikota has already completed.

Many countries are looking at Alberta due to cost of doing business, speed of doing business, ease of doing business, great minds/bright talent in Alberta. Good information.

[Alberta CAN - Home of the Invest Alberta Corporation.](#)

**Meeting:** Council Info Session

**Location:** via Zoom/Phone from Lamont

**Date & Time:** Jun 28, 2023 8:30 am

Good presentation by Tanner Kautz, president of Hanna Curling Club. They have exciting things happening which may bring curlers into Hanna for high calibre competition! They are also working hard to raise funds & want to repay funds owing to Town, not write it off. Looking at Town support to tide them over where hopefully some of the work they are doing will increase interest in Hanna Curling.

PACE presentation at the Hanna Library discussed. Mention of submitting a letter to PACE asking if they could find an area outside Hanna boundaries for Special Areas to benefit from tax revenue; Hanna will benefit through SA since SA & Hanna have a good relationship. Urban Hen interest in Hanna. Good info.

**Meeting:** Canada Day  
**Location:** RCMP Park/Hector King Hunter Park  
**Date & Time:** Jul 1, 2023 12:30 am

Good turnout for BBQ & park activities. Fire Department did a great job cooking & serving! I received lots of positive comments regarding the event! Congrats Michelle & Parks staff. Well done!

**Meeting:** Damien Kurek Town Hall Mtg  
**Location:** Youngstown Hall  
**Date & Time:** July 5, 2023 6 pm

MP Kurek answered some questions. About 20 people attending. Question regarding the Canadian Summer Jobs funding. Appears Liberals want to spread the \$ around & may not be providing funding to those who've applied before. Many have not heard if funding request has been approved. Appears Youngstown is not receiving funding. Appears to be more Liberals not supportive of leadership actions.

Mentioned "Reformat": more people want government to be held accountable for their actions. Subsidized Daycare. AB negotiated funding to include private operators for Childcare when other provinces funding was for government child care only. Concern regarding parents being excluded from child issues in schools. Reference was made to Kathleen Wynne position was "It is the school's job to "Co-parent" students (Ontario Premier?). Parents being penalized for the behavior of a very few parents.

Agriculture: Damien mentioned he received contact from Jordan Christianson regarding declaring Special Areas an Agricultural Disaster with drought & lack of moisture. Also concerns Ag Risk & Crop Insurance are not providing the support needed for Mixed farms & the Weather Stations do not accurately represent those who are not receiving moisture, yet stations are. MP Kurek agree there needs to be work done to represent the unique situation Special Areas is in. Good discussion.

#### **UPCOMING MEETINGS:**

**Meeting:** Council Meeting      **Location:** Council Chamber      **Date & Time:** July 11, 2023      6 pm  
**Meeting:** Council Info session      **Location:** Council Chamber      **Date & Time:** July 26, 2023      8:30 am

## **COUNCIL REPORTS & ROUNDTABLE**

**Council Date:**       **July 11, 2023**

**Prepared by:**       **Fred Crowle**

### **Upcoming Meetings:**

Meeting:               Big Country Waste Management Commission  
Location:             SAB Board Room - Youngstown  
Date & Time:

BCWMC will not meet in July & August and will resume meetings in September.

Meeting:               Veterans Memorial Highway Association  
Location:             Legion Hall, Lac la Biche  
Date & Time:         June 23, 2023

This meeting did not have a quorum and will be rescheduled to a later date.

Meeting:               Council Information Meeting  
Location:             Council Chambers  
Date & Time:         July 26, 2023               8:30 a.m.

# **Town of Hanna Council Reports & Roundtable 2023**

**Council Meeting Date: July 11th, 2023**  
**Prepared by: Councillor, Angie Warwick**

**Meeting:** PEP AGM-Consort AB

**Date:** June 9th, 2023

**Time:** 10:00 AM

**Meeting:** Harvest Sky

**Date:** June 13<sup>th</sup>, 2023

**Time:** 10:00 AM

**Meeting:** Town of Hanna Regular Council Meeting

**Date:** June 13, 2023

**Time:** 6:00 PM

**Meeting:** CF Meridian

**Date:** June 15th, 2023

**Time:** 9 :00 AM

**Meeting:** RII Workshop-Oyen

**Date:** June 22nd, 2023

**Time:** 10:00 AM

**Meeting:** CF Meridian Futures Board Annual AGM-Kindersley, SASK

**Date:** June 23rd, 2023

**Time:** 10:00 AM

**Meeting:** Council Information Meeting (Was not able to attend)

**Date:** June 28th, 2023

**Time:** 8:30 AM







Policy and/or Legislative Implications

N/A

Attachments

1. Alberta Transportation – Bridge Application
2. Minister of Municipal Affairs – Introduction Letter
3. Special Areas Board – Letter to Minister of Agriculture & Irrigation

Reviewed by and Approved for Submission to Council

Reviewed by: \_\_\_\_\_

Financial Review by: \_\_\_\_\_

\_\_\_\_\_  
Chief Administrative Officer

June 14, 2023

Mr. Kim Neill  
CAO  
Town of Hanna  
PO Box 430  
Hanna, AB T0J 1P0

Dear Mr. Neill:

**Re: Strategic Transportation Infrastructure Program (STIP)  
Local Road Bridge Program**

Thank you for your application for grant funding for the Bridge File 07672 Bridge Replacement project under the Local Road Bridge component of the Strategic Transportation Infrastructure Program (STIP).

As you can appreciate, a significant number of applications were received under the Local Road Bridge program which exceeded the available program budget and your project was not recommended for grant funding at this time. You may resubmit this application and any new eligible projects for consideration for funding in 2023 by the application deadline of November 30, 2023.

If your municipality chooses to start a project before receiving funding approval under STIP, the project will no longer be eligible. Please also note that due to recent program budget constraints, bridge files which have a structural condition rating of over 44.4 will not be considered for grant funding.

If you have any questions or concerns please contact me at (403) 340-5069.

Sincerely,



Denette Leask  
Infrastructure Technologist



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

AR111695

June 20, 2023

Dear Chief Elected Officials:

I am pleased and excited to return as the Minister of Municipal Affairs. It is an honour and a privilege to serve in this role, and I am eager to work together to build stronger, safer local communities that contribute to greater economic prosperity for all Albertans.

As Minister of Municipal Affairs, I continue to believe in the importance of supporting our local communities, as they play a significant role in creating the economic and social conditions that contribute to Alberta's vibrancy and prosperity. My ministry will continue to develop the tools, training, and programs to support fiscally responsible, accountable, and sustainable local government, and improve the long-term viability of municipalities. I am also committed to my ministry's role in providing Albertans with safe buildings, homes, and communities through the province's safety codes system.

Together, we can continue to reduce unnecessary government oversight with regulatory approaches and program delivery that emphasize outcomes, in order to attract investment, support innovation, and grow Alberta's businesses.

I look forward to once again working together to strengthen Alberta's municipalities and collaborating on areas of mutual interest.

Sincerely,

Ric McIver  
Minister

cc: Chief Administrative Officers



July 5, 2023

The Honourable RJ Sigurdson  
Minister of Agriculture and Irrigation  
Office of the Minister  
Agriculture and Irrigation  
229 Legislature Building  
10800 - 97 Avenue  
Edmonton, AB T5K 2B6

Dear Minister Sigurdson,

**Re: Additional Supports Required for Agricultural Producers – Special Area No. 2, 3, & 4**

The Special Areas is no stranger to dry and challenging conditions; however, the conditions being seen throughout the region this year are uncharacteristically severe. Long term moisture deficiencies, along with extreme heat early in the growing season, have resulted in widespread annual and perennial crop failures, stock water shortages, and degrading pastures. In 2021, similar conditions created significant feed and water shortages, which was exacerbated by the delay in AFSC in allowing producers to repurpose standing crops for cattle feedstocks without undue penalty.

The Special Areas Board is requesting your support in working with AFSC to make sure producers can put insured crops, including hay, to alternate use on a timely basis. In 2021, the governments of Canada and Alberta adjusted crop insurance programs by lowering the threshold for Low Yield Allowance. The request this year is to increase the Low Yield Allowance from three bushels up to seven if the crop is going to be used as grazing or cattle feed for livestock. It would also be beneficial to have the producers' yields, in a year that has been declared an agriculture disaster, not added to that producers' long-term average. A similar adjustment would be welcomed by producers throughout the Special Areas region this year.

We will continue to monitor conditions and work closely with local Agricultural Service Boards and neighbouring municipalities to identify producer supports required in the region.

Best regards,

Jordon Christianson,  
Chair, Special Areas Board

- c. Ric McIver, Minister of Municipal Affairs  
Nate Horner, MLA; Drumheller-Stettler  
Damien Kurek, Member of Parliament for Battle River – Crowfoot  
RMA  
Local municipalities