

**TOWN OF HANNA
REGULAR COUNCIL MEETING
AGENDA
April 9, 2024**

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 – March 12, 2024

5.02 Minutes of the Information Meeting of Council – March 27, 2024

5.03 Minutes of Special Meeting of Council – March 27, 2024

6 FINANCE REPORTS

6.01 Accounts Payable

6.02 Statement of Revenues & Expenses – March 2024

6.03 Budget Overview – March 2024

6.04 Capital Budget Update – March 2024

7 COMMITTEE REPORTS

8 SENIOR ADMINISTRATIVE OFFICIALS' REPORTS

8.01 Chief Administrative Officer

8.02 Director of Business & Communication

8.03 Director of Public Works

9 BUSINESS ITEMS

- 9.01 2024 – 1st Quarter Emergency Management Report
- 9.02 2024 – 1st Quarter Development Report
- 9.03 2024 – 1st Quarter Fire Department Report
- 9.04 2024 – 1st Quarter Municipal Enforcement Report
- 9.05 Policy 2024 – 01- Community Services Board Fees & Charges
- 9.06 Community Services Department – Surplus Sale Items
- 9.07 Special Council Meeting – April 24, 2024

10 BYLAWS

11 COUNCIL REPORTS & ROUNDTABLE

12 CORRESPONDENCE ITEMS

- 12.01 ATCO 2023 Franchise Report
- 12.02 Minister of Municipal Affairs – Assessment Model Review
Announcement
- 12.03 Stettler & District Ambulance Association – AHS Contract
Negotiations

13 CLOSED SESSION

14 ADJOURNMENT

Date: April 9, 2024

Agenda Item No: 05.00

Council Meeting Minutes

Recommended Motion

That the Minutes of the Regular Meeting of Council held March 12, 2024, be adopted as presented.

That the Minutes of the Special Meeting of Council held March 27, 2024, be adopted as presented.

That the Minutes of the Information Meeting of Council held March 27, 2024, be adopted as presented.

Background

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

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

Communications

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



Financial Implications

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

Policy and/or Legislative Implications

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

Attachments

1. Minutes of the Regular Meeting of Council – March 12, 2024
2. Minutes of the Special Meeting of Council – March 27, 2024
3. Minutes of the Information Meeting of Council – March 27, 2024

Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer

**TOWN OF HANNA
REGULAR COUNCIL MEETING
March 12, 2024**

Minutes of a Regular Meeting of the Council of the Town of Hanna held Tuesday, March 12, 2024 at 6:00 p.m. in the Town Council Chambers.

Council Members Present:

Mayor Danny Povaschuk
Sandra Beaudoin
Fred Crowle
Sandra Murphy
Kyle Olsen
Vernon Thuroo
Angie Warwick

Administration Present:

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

Jeneane Grundberg of Brownlee LLP was in attendance virtually from the time Council entered into closed session until the time Council resumed regular session.

1.0 CALL TO ORDER

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

2.0 ADOPTION OF AGENDA

Moved by Councillor Warwick that the agenda for the March 12, 2024, Regular Council Meeting be adopted as amended. Delegations add 3.01 Hanna Farmers Market Committee and change Stan Hutton Fox Lake Residential Development Vision to 3.02.

Motion Carried.

3.0 DELEGATIONS

3.01 Hanna Farmers Market Committee – Roberta Rehill

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Roberta Rehill was in attendance to provide Council with a report on the 2023 Hanna Farmers Market. The Farmers Market rents the curling rink to hold their weekly markets and are looking for a rate reduction for the 2024 season.

The Mayor thanked Roberta Rehill for the report and informed her that the subsidized rate request would be discussed under Business Item 9.04 of tonight's meeting.

3.02 Stan Hutton (7:00 P.M.)
Fox Lake Residential Development Vision

Stan Hutton was in attendance to provide Council with his vision of a lake front residential development on Fox Lake. Mr. Hutton owns land surrounding Fox Lake and is asking Council for their support in this development.

Moved by Councillor Warwick that Council thanks Stan Hutton for the presentation of his vision for Residential Development on Fox Lake.

Motion Carried.

4.0 PUBLIC PRESENTATION

5.0 ADOPTION OF MINUTES

5.01 Minutes of the Regular Meeting of Council – February 13, 2024

Moved by Councillor Crowle that the Minutes of the Regular Meeting of Council held February 13, 2024 be adopted as presented.

Motion Carried.

5.02 Minutes of the Information Meeting of Council – February 28, 2024

Moved by Councillor Thuroo that the Minutes of the Information Meeting of Council held February 28, 2024 be adopted as presented.

Motion Carried.

056-2024
Stan Hutton – Fox
Lake Residential
Development

057-2024
Regular Meeting
Minutes

058-2024
Information Meeting
Minutes

6.0 FINANCE REPORTS

6.01 Accounts Payable

059-2024
Accounts Payable

Moved by Councillor Murphy that Council accepts the accounts payable listings for general account cheques 43008 – 43042, direct deposits 002798 – 002868, and Electronic Funds Transfer Batch 845 for information.

Motion Carried.

6.02 Statement of Revenue & Expense – February 2024

060-2024
Statement of
Revenues &
Expenses

Moved by Councillor Olsen that Council accepts the Statement of Revenue & Expense Report for February 2024 for information.

Motion Carried.

6.03 Budget Overview – February 2024

061-2024
Budget Overview

Moved by Councillor Thuroo that Council accepts the Budget Overview for February 2024 for information.

Motion Carried.

7.0 COMMITTEE REPORTS

062-2024
MPC Meeting
Minutes

Moved by Councillor Beaudoin that Council accepts the Municipal Planning Commission Meeting Minutes of March 6, 2024 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

063-2024
SAO Report

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 Marigold Library System – Schedule C Amendment

064-2024
Marigold Library
System Schedule C
Amendment

Moved by Councillor Murphy that Council authorize the Chief Administrative Officer to sign Schedule C of the Agreement by and between the Parties comprising the Marigold Library System, to take effect January 1, 2025 which authorizes the per capita contribution of \$6.59 in 2025 and \$6.75 in 2026.

Motion Carried.

- 9.02 Municipal Planning Commission Member Appointment

065-2024
MPC Member
Appointment

Moved by Councillor Beaudoin that Council approves the appointment of Richard Preston to the Municipal Planning Commission as a Citizen at Large Member for a term ending October 31, 2026.

Motion Carried.

- 9.03 Development Permit D07-24
Construction of Washrooms and Utility Services Connection

Town of Hanna
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Councillor Beaudoin left the Council Chambers at 6:53 p.m. as she has a personal interest in Business Item 9.03 Development Permit D07-24 pertaining to the Hanna Round House Society. Councillor Beaudoin also abstained from voting.

066-2024
Development Permit
D07-24 approval

Moved by Councillor Murphy that Council approve Development Permit D07-24 – Hanna Roundhouse Society to connect the building utility services & construct a washroom facility on the the ground floor of the property referred to as the Hanna Roundhouse legally described as Plan 0313132, Block 3, Lot 3, Tax Roll 149100 as it will not;

- interfere with the amenities of the neighborhood
- affect the use, enjoyment, or value of the neighboring properties
- conforms with the use prescribed for that land or building in the Land Use Bylaw

Motion Carried.

Councillor Beaudoin entered the Council Chambers at 6:58 p.m.

9.04 Hanna Farmers Market Committee – Subsidized Rental Request

067-2024
Hanna Farmers
Market – Subsidized
Rent

Moved by Councillor Olsen that Council authorize Administration to enter into a rental agreement with the Hanna Farmers' Market Committee for the use of the Hanna Curling Rink and concession to host a weekly Farmers' Market at a subsidized rate of \$324.25/day plus GST when using the concession and \$232.50/day plus GST without the concession.

Motion Carried.

9.05 Special Council Meeting

068-2024
Special Council
Meeting – March 27,
2024

Moved by Councillor Crowle that Council authorizes a Special Council Meeting to be held on Wednesday, March 27, 2024 at 8:30 a.m. in the Council Chambers of the Town Office for the purpose of awarding the tender for the Downtown Redevelopment Project.

Motion Carried.

10.0 BYLAWS

11.0 COUNCIL REPORTS AND ROUNDTABLE

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

Motion Carried.

12.0 CORRESPONDENCE

- 12.01 Green & Inclusive Community Building Program – Application Unsuccessful
- 12.02 Minister of Municipal Affairs – Fire Services Training Grant Approval
- 12.03 AJTMA – Membership 2024 & 2024 Conference
- 12.04 Honorable Dan Vandal – Canada Coal Transition Initiative – Infrastructure Fund – Project Approval
- 12.05 Alberta Municipalities – Keep Political Parties out of Local Elections
- 12.06 Minister of Municipal Affairs – Budget 2024
- 12.07 Alberta Municipalities 2024 Provincial Budget Review
- 12.08 Lieutenant Governor of Alberta Update – Sept 23 – Feb 24
- 12.09 Minister of Municipal Affairs Letter – ICF Engagement
- 12.10 Minister of Municipal Affairs – 2024 Ministers Awards for Municipal and Public Library Excellence Invite Letter

Moved by Councillor Beaudoin that Council accepts Correspondence items 12.01 to 12.10 for information.

Motion Carried.

13.0 CLOSED SESSION

Moved by Councillor Beaudoin to move to Closed Session at 7:43 p.m. to discuss the following agenda item.

Motion Carried.

- 13.1 Legal Matters as per FOIP Section 17

069-2024
Council Reports &
Roundtable

070-2024
Correspondence

071-2024
Closed Session

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Mayor Povaschuk called a recess at 7:43 p.m.

Mayor Povaschuk called the closed session to order at 7:51 p.m.

072-2024
Regular Session

Moved by Councillor Thuroo that Council move to Regular Session at 9:39 p.m.

Motion Carried.

073-2024
Accept Solar Power
Plant Petition

Move by Councillor Olsen that council accepts the Solar Power Plant Petition report for information.

Motion Carried.

074-2024
Power Plant Petition
Statement

Moved by Councillor Warwick that Council direct Administration to prepare a statement in response to the power plant petition.

Motion Carried.

14.0 ADJOURNMENT

Mayor Danny Povaschuk declared all business concluded and adjourned the meeting at 9:41 p.m.

These minutes approved this 9th day of April 2024.

Mayor Danny Povaschuk

Chief Administrative Officer
Kim Neill

**TOWN OF HANNA
SPECIAL COUNCIL MEETING
March 27, 2024**

Minutes of a Special Meeting of the Council of the Town of Hanna held Wednesday, March 27, 2024 at 8:30 a.m. at the Town of Hanna Council Chambers.

Councillors Present:

Mayor Danny Povaschuk
Sandra Beaudoin
Fred Crowle
Sandra Murphy
Vern Thuroo
Angie Warwick

Council Absent

Kyle Olsen

Administration Present:

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

Sarah Fratpietro, Project Manager for MPE was in attendance virtually to assist Council with inquiries on Agenda Item 03.01 Downtown Redevelopment Project – Tender Award.

1.0 CALL TO ORDER

Mayor Danny Povaschuk called the meeting to order at 8:30 a.m.

2.0 ADOPTION OF AGENDA

Moved by Councillor Warwick that the agenda for the March 27, 2024 Special Council Meeting be adopted as presented.

Motion Carried.

076-2024
Downtown
Redevelopment
Project - Tender
Award

3.0 BUSINESS ITEM

3.01 Downtown Redevelopment Project – Tender Award

Moved by Councillor Crowle that Council amends the Downtown Redevelopment Project Capital Budget from \$5,779,885.00 to \$6,433,978.65 with the funds derived from deferred Municipal Sustainability Initiative (MSI) Capital (\$1,480,474.65), deferred Federal Gas Tax (FGT) grant revenue (\$759,430.00), and Canada Coal Transition Initiative – Infrastructure Fund (\$4,194,074.00); and awards the tender for the Town of Hanna Downtown Redevelopment Project Schedule A and B to Brooks Asphalt & Aggregate Ltd in the amount of \$5,722,397.23 plus GST.

Motion Carried.

8.0 ADJOURNMENT

Mayor Danny Povaschuk declared all business concluded and adjourned the meeting at 9:05 a.m.

These minutes approved this 9th day of April 2024.

Mayor Danny Povaschuk

Chief Administrative Officer
Kim Neil

**TOWN OF HANNA
INFORMATION COUNCIL MEETING
March 27, 2024**

Minutes of an Information Meeting of the Council of the Town of Hanna held Wednesday, March 27, 2024 at 8:30 a.m. at the Town of Hanna Council Chambers.

Councillors Present:

Mayor Danny Povaschuk
Sandra Beaudoin
Fred Crowle
Sandra Murphy
Vern Thuroo
Angie Warwick

Council Absent

Kyle Olsen

Administration Present:

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

1.0 CALL TO ORDER

Mayor Danny Povaschuk called the meeting to order at 9:05 a.m.

2.0 ADOPTION OF AGENDA

Moved by Councillor Murphy that the agenda for the March 27, 2024 Information Council Meeting be adopted as presented.

Motion Carried.

3.0 DELEGATIONS

4.0 PUBLIC PRESENTATION

There was no one in attendance who wished to speak with Council.

5.0 CHIEF ADMINISTRATIVE OFFICER REPORT

Chief Administrative Officer Neill reviewed his report with Council.

6.0 BUSINESS ITEMS

6.01 Town of Hanna – Internal Water Processes - Options for Water Conservation

Kevin Olsen, Community Services Facility Manager and Pam Berry were present at this meeting to present the Internal Watering Process Information and Water Conservation Options Report to Council.

Councillor Beaudoin left the meeting at 9:47 a.m.

Moved by Councillor Thuroo that Council thanks Administration for the presentation on the Town of Hanna internal watering processes and options for consideration in the development of a Water Conservation Plan and directs Administration to bring a formal Water Conservation Plan to a future Council meeting for approval.

Motion Carried.

6.02 Draft Animal Control Bylaw

Tracy Raypold, Municipal Enforcement Officer presented the draft Animal Control Bylaw to Council.

Moved by Councillor Crowle that Council thanks Administration for the presentation on the draft Animal Control Bylaw and directs Administration to bring a Public Engagement Plan on a new Animal Control Bylaw to a future Council meeting for approval.

Motion Carried.

078-2024
Internal Water
Process – Options
for Water
Conservation

079-2024
Draft Animal Control
Bylaw

7.0 COUNCIL ROUNDTABLE

The Mayor and Councillors provided verbal reports regarding meetings or items of interest since the March 12, 2024, Regular Council Meeting.

8.0 ADJOURNMENT

Mayor Danny Povaschuk declared all business concluded and adjourned the meeting at 10:40 a.m.

These minutes approved this 9th day of April 2024.

Mayor Danny Povaschuk

Chief Administrative Officer
Kim Neil

Date: April 9, 2024

Agenda Item No: 06.01

Accounts Payable

Recommended Motion

That Council accepts the accounts payable listings from the general account for information:

- Cheques 43043 - 43063
- Direct Deposits 002869 – 002944
- Electronic Funds Transfer – Batch Number 848 & 851

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, direct deposits, and EFT's. 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 43043 – 43063 totaling \$ 67,481.19
2. Accounts Payable Listing – Direct Deposits 002869 – 002944 totaling \$399,101.86
3. Accounts Payable Listing – EFT Batch No. 848 & 851 totaling \$ 40,574.06

Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer

Date: April 9, 2024

Agenda Item No: 06.02

Statement of Revenue & Expense

Recommended Motion

That Council accepts the Statement of Revenue and Expense Report for March 2024 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 2024 Operating and Capital budgets approved by Council at the January 9, 2024, Regular Council Meeting. The capital budget figures have been split from the operating in those departments where capital items are in the budget.

The statement reflects the revenues and expenses to March 31, 2024.

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

Communications

N/A

Financial Implications

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



Policy and/or Legislative Implications

N/A

Attachments

1. Statement of Revenue & Expense Report – March 2024

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 01/01/2024
 To 31/03/2024

Description	Account	YTD Actual	YTD Budget	YTD Variance
GENERAL MUNICIPAL				
MUNICIPAL RESIDENTAL REAL PROPERTY T	1-01-0000-111	930.49	2,430,663.00-	2,431,593.49-
COMMERCIAL REAL PROPERTY TAX	1-01-0000-112	0.00	942,982.00-	942,982.00-
INDUSTRIAL REAL PROPERTY TAX	1-01-0000-113	0.00	72,720.00-	72,720.00-
FARMLAND REAL PROPERTY TAX	1-01-0000-114	0.00	1,379.00-	1,379.00-
POWER PIPELINE & CABLE T.V.	1-01-0000-115	0.00	153,491.00-	153,491.00-
PROVINCIAL GRANTS-IN-LIEU	1-01-0000-240	0.00	65,268.00-	65,268.00-
PENALTY & COST ON TAX	1-01-0000-510	5,779.45-	15,000.00-	9,220.55-
CONCESSION & FRANCHISE	1-01-0000-540	110,722.29-	514,300.00-	403,577.71-
RETURN ON INVESTMENTS	1-01-0000-550	49,938.11-	262,000.00-	212,061.89-
	TOTAL GENERAL MUNICIPAL 01:	165,509.36-	4,457,803.00-	4,292,293.64-
GENERAL ADMINISTRATION				
ADMIN GENERAL SERVICE & SUPPLY	1-12-0000-410	2,536.95-	3,800.00-	1,263.05-
ADMIN SOUVENIR	1-12-0000-419	62.39-	1,700.00-	1,637.61-
ADMIN RENTAL & LEASE REVENUE	1-12-0000-560	5,275.00-	8,400.00-	3,125.00-
ADMIN OTHER REVENUE	1-12-0000-590	27.50-	5,000.00-	4,972.50-
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	600,000.00-	600,000.00-
ADMIN DRAWN FROM SURPLUS (OPERATING	1-12-0000-920	0.00	132,200.00-	132,200.00-
	TOTAL GENERAL ADMINISTRATION 12:	7,901.84-	1,056,800.00-	1,048,898.16-
JAPANESE STUDENT EXCHANGE PROGRAM				
JSEP OTHER REVENUE	1-12-0500-590	0.00	2,000.00-	2,000.00-
	TOTAL JAPANESE STUDENT EXCHANGE PROGRAM:	0.00	2,000.00-	2,000.00-
POLICE				
POLICE PROVINCIAL FINES	1-21-0000-530	262.00-	5,700.00-	5,438.00-
	TOTAL POLICE:	262.00-	5,700.00-	5,438.00-
SAFETY & RISK MANAGEMENT				
FIRE				
FIRE FIRE FIGHTING FEES	1-23-0000-410	3,430.00-	101,000.00-	97,570.00-
FIRE SPECIAL AREAS OPERATIONS GRANT	1-23-0000-850	0.00	301,627.00-	301,627.00-
	TOTAL FIRE:	3,430.00-	402,627.00-	399,197.00-
FIRE - ECETP				
FIRE - ECETP PROVINCIAL CONDITIONAL	1-23-0200-840	7,946.00-	12,600.00-	4,654.00-
	FIRE - ECETP TOTAL:	7,946.00-	12,600.00-	4,654.00-
BY-LAW ENFORCEMENT				
BY-LAW WORK BILLED TO OTHERS	1-26-0000-410	1,758.29-	3,000.00-	1,241.71-
BY-LAW DEVELOPMENT PERMITS	1-26-0000-520	80.00-	500.00-	420.00-
BY-LAW BUSINESS LICENSES	1-26-0000-522	16,700.00-	18,000.00-	1,300.00-
BY-LAW COMPLIANCE CERTIFICATES	1-26-0000-525	25.00-	200.00-	175.00-
BY-LAW FINES	1-26-0000-530	0.00	1,000.00-	1,000.00-
BY-LAW OTHER REVENUE	1-26-0000-590	0.00	500.00-	500.00-
	TOTAL BY-LAW ENFORCEMENT:	18,563.29-	23,200.00-	4,636.71-
DOG CONTROL				
DOG CONTROL - ANIMAL LICENSES	1-28-0000-526	3,825.00-	4,700.00-	875.00-
DOG CONTROL - IMPOUND & SUSTENANCE	1-28-0000-590	0.00	100.00-	100.00-
	TOTAL DOG CONTROL:	3,825.00-	4,800.00-	975.00-
COMMON SERVICES				
COMMON SERV WORK BILLED TO OTHER	1-31-0000-410	400.00-	7,800.00-	7,400.00-
COMMON SERV OTHER REVENUE	1-31-0000-590	335.00-	300.00-	35.00-
	TOTAL COMMON SERVICES:	735.00-	8,100.00-	7,365.00-
STREETS & ROADS				
S & R PROVINCIAL CONDITIONAL GRANT	1-32-0000-840	0.00	4,194,074.00-	4,194,074.00-
S & R DRAWN FROM SURPLUS (OPERATING	1-32-0000-920	0.00	740,029.00-	740,029.00-
S & R DRAWN FROM DEFERRED REVENUE -	1-32-0000-930	0.00	1,835,781.00-	1,835,781.00-
	TOTAL STREETS & ROADS:	0.00	6,769,884.00-	6,769,884.00-
AIRPORT				
AIRPORT RENTAL & LEASE REVENUE	1-33-0000-560	2,100.00-	8,600.00-	6,500.00-
AIRPORT OTHER REVENUE	1-33-0000-590	0.00	100.00-	100.00-

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2024
 To 31/03/2024

Description	Account	YTD Actual	YTD Budget	YTD Variance
AIRPORT LOCAL GRANT	1-33-0000-850	0.00	12,830.00-	12,830.00-
	TOTAL AIRPORT:	2,100.00-	21,530.00-	19,430.00-
WATER SUPPLY & DISTRIBUTION				
WATER SALE OF WATER	1-41-0000-410	161,343.54-	1,168,800.00-	1,007,456.46-
WATER SERVICE CHARGES	1-41-0000-413	250.00-	1,300.00-	1,050.00-
WATER RECOVERY FROM OPERATING - WATE	1-41-0000-963	4,072.52-	98,800.00-	94,727.48-
	TOTAL WATER SUPPLY & DISTRIBUTION:	165,666.06-	1,268,900.00-	1,103,233.94-
WATER LINES & DISTRIBUTION				
WATER LINES WORK BILLED TO OTHERS	1-41-0200-410	54.73-	0.00	54.73
	TOTAL WATER LINES & DISTRIBUTION:	54.73-	0.00	54.73
SANITARY SEWERS				
SEWER CHARGES	1-42-0000-410	42,188.89-	260,100.00-	217,911.11-
SEWER DRAWN FROM SURPLUS (OPERATING	1-42-0000-920	0.00	10,000.00-	10,000.00-
	TOTAL SANITARY SEWERS:	42,188.89-	270,100.00-	227,911.11-
GARBAGE COLLECTION & DISPOSAL				
GARBAGE CHARGES RESIDENTIAL	1-43-0000-410	12,792.19-	74,300.00-	61,507.81-
GARBAGE OTHER REVENUE	1-43-0000-590	20.00-	0.00	20.00
	TOTAL GARBAGE COLLECTION & DISPOSAL:	12,812.19-	74,300.00-	61,487.81-
BIG COUNTRY WASTE AUTHORITY				
REGIONAL WASTE SITE FEES	1-44-0000-410	58,956.75-	353,800.00-	294,843.25-
REGIONAL WASTE OTHER REVENUE	1-44-0000-590	0.00	100.00-	100.00-
	TOTAL BIG COUNTRY WASTE AUTHORITY:	58,956.75-	353,900.00-	294,943.25-
F.C.S.S.				
FCSS PROGRAM REVENUE	1-51-0000-402	0.00	1,800.00-	1,800.00-
FCSS VAN RENTAL	1-51-0000-561	45.60-	900.00-	854.40-
FCSS DONATIONS	1-51-0000-591	0.00	1,000.00-	1,000.00-
FCSS FEDERAL CONDITIONAL	1-51-0000-830	0.00	3,400.00-	3,400.00-
FCSS PROVINCIAL CONDITIONAL	1-51-0000-840	23,459.75-	92,800.00-	69,340.25-
	TOTAL F.C.S.S.:	23,505.35-	99,900.00-	76,394.65-
FCSS - YOUTH CLUB				
FCSS - YOUTH CLUB - DRAWN FROM SURPL	1-51-0300-920	0.00	15,834.00-	15,834.00-
	TOTAL FCSS - YOUTH CLUB:	0.00	15,834.00-	15,834.00-
CEMETERY				
CEMETERY CHARGES	1-56-0000-410	675.00-	17,600.00-	16,925.00-
CEMETERY OTHER	1-56-0000-590	85.14-	400.00-	314.86-
	TOTAL CEMETERY:	760.14-	18,000.00-	17,239.86-
SUBDIVISION				
SUBDIVISION SALE OF LAND	1-66-0000-400	37,142.86-	0.00	37,142.86
	TOTAL SUBDIVISION:	37,142.86-	0.00	37,142.86
RECREATION & PARKS FACILITIES				
RECREATION SALES & SERVICE	1-72-0000-410	0.00	1,878.00-	1,878.00-
RECREATION PROGRAM REVENUE	1-72-0000-430	2,438.05-	1,000.00-	1,438.05
RECREATION FEDERAL CONDITIONAL GRANT	1-72-0000-830	51,146.00-	25,800.00-	25,346.00-
RECREATION PROVINCIAL CONDITIONAL GR	1-72-0000-840	0.00	18,720.00-	18,720.00-
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	10,000.00-	10,000.00-
RECREATION WORK BILLED TO OTHERS	1-72-0000-998	0.00	7,400.00-	7,400.00-
	TOTAL RECREATION REVENUE:	53,584.05-	251,798.00-	198,213.95-
SWIMMING POOLS				
POOL PASSES & PLUNGE CARDS	1-72-0100-410	190.00-	23,600.00-	23,410.00-
POOL LESSON REGISTRATIONS	1-72-0100-411	0.00	33,800.00-	33,800.00-
POOL DAILY ADMISSIONS	1-72-0100-412	0.00	13,700.00-	13,700.00-
POOL RETAIL SALES	1-72-0100-419	0.00	3,900.00-	3,900.00-
POOL RENTAL REVENUE	1-72-0100-560	0.00	7,000.00-	7,000.00-
POOL DONATIONS	1-72-0100-590	0.00	200.00-	200.00-
POOL DRAWN FROM RESERVES	1-72-0100-930	0.00	15,000.00-	15,000.00-
	TOTAL SWIMMING POOLS:	190.00-	97,200.00-	97,010.00-
ARENA				

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ARENA ADVERTISING REV SIGNS	1-72-0200-410	5,802.67-	10,000.00-	4,197.33-
ARENA RENTAL REVENUE	1-72-0200-560	31,295.55-	79,200.00-	47,904.45-
ARENA LOBBY & CONCESSION RENTAL	1-72-0200-562	970.00-	3,300.00-	2,330.00-
	TOTAL ARENA:	38,068.22-	92,500.00-	54,431.78-
CURLING RINK				
CURLING RINK SALE OF SERVICES	1-72-0400-410	0.00	48,700.00-	48,700.00-
CURLING RINK RENTAL REVENUE	1-72-0400-560	0.00	9,300.00-	9,300.00-
CURLING RINK DRAWN FROM DEFERRED	1-72-0400-930	0.00	10,000.00-	10,000.00-
	CURLING RINK TOTAL:	0.00	68,000.00-	68,000.00-
BALL DIAMONDS				
BALL DIAMOND REVENUE	1-72-0500-560	0.00	4,300.00-	4,300.00-
	TOTAL BALL DIAMONDS REVENUE:	0.00	4,300.00-	4,300.00-
FOX LAKE & HELMER DAM				
FOX LAKE REVENUE	1-72-0700-410	0.00	5,400.00-	5,400.00-
FOX LAKE RETAIL SALES - ICE & NOVELT	1-72-0700-419	0.00	406.00-	406.00-
FOX LAKE RENTAL REVENUE	1-72-0700-560	2,199.99-	88,800.00-	86,600.01-
	TOTAL FOX LAKE & HELMER DAM:	2,199.99-	94,606.00-	92,406.01-
PARKS				
PARKS DRAWN FROM SURPLUS	1-72-0800-930	0.00	100,000.00-	100,000.00-
	TOTAL PARKS:	0.00	100,000.00-	100,000.00-
PLAYGROUND PROGRAM				
PLAYGROUND PROGRAM REVENUE	1-72-1000-410	0.00	17,435.00-	17,435.00-
	TOTAL PLAYGROUND PROGRAM:	0.00	17,435.00-	17,435.00-
SOCCER FIELDS				
SOCCER FIELDS REVENUE	1-72-1400-560	0.00	2,500.00-	2,500.00-
	TOTAL SOCCER FIELDS REVENUE:	0.00	2,500.00-	2,500.00-
LIBRARY				
LIBRARY DRAWN FROM SURPLUS (OPERATIN	1-74-0200-920	0.00	10,000.00-	10,000.00-
	TOTAL LIBRARY:	0.00	10,000.00-	10,000.00-
REGIONAL COMMUNITY SERVICES CENTRE				
RCSC RENTAL REVENUE	1-74-0800-560	4,687.58-	12,200.00-	7,512.42-
RCSC LEASE AGREEMENT REVENUE	1-74-0800-561	0.00	20,000.00-	20,000.00-
RCSC DONATIONS / SPONSORSHIPS	1-74-0800-591	0.00	19,050.00-	19,050.00-
RCSC DRAWN FROM DEFERRED REVENUE	1-74-0800-930	0.00	5,000.00-	5,000.00-
RCSC FITNESS CENTRE FEE REVENUE	1-74-0801-561	10,965.20-	34,226.00-	23,260.80-
	TOTAL REGIONAL COMMUNITY SERVICES CENTRE:	15,652.78-	90,476.00-	74,823.22-
COMMUNITY CENTRE				
COMMUNITY CENTRE RENTAL REVENUE	1-74-0900-560	3,660.00-	33,530.00-	29,870.00-
	TOTAL COMMUNITY CENTRE:	3,660.00-	33,530.00-	29,870.00-
LIONS HALL				
LIONS HALL RENTAL REVENUE	1-74-1000-560	1,125.00-	2,925.00-	1,800.00-
	LIONS HALL TOTAL:	1,125.00-	2,925.00-	1,800.00-
	TOTAL REVENUE:	665,839.50-	15,731,248.00-	15,065,408.50-
COUNCIL				
COUNCIL WAGES	2-11-0000-110	22,460.89	98,100.00	75,639.11
COUNCIL BENEFITS	2-11-0000-130	849.15	4,200.00	3,350.85
COUNCIL NON T4 BENEFITS	2-11-0000-133	525.00	550.00	25.00
COUNCIL TRAVEL & SUBSISTANCE	2-11-0000-211	1,548.23	14,400.00	12,851.77
COUNCIL TRAINING / REGISTRATIONS	2-11-0000-212	500.00	13,300.00	12,800.00
COUNCIL GOODS	2-11-0000-500	5,727.83	17,400.00	11,672.17
COUNCIL OTHER (ELECTION)	2-11-0000-990	0.00	1,000.00	1,000.00
COUNCIL PUBLIC RELATIONS & PROMOTION	2-11-0000-999	0.00	2,500.00	2,500.00
	TOTAL COUNCIL:	31,611.10	151,450.00	119,838.90
ADMINISTRATION				
ADMINISTRATION SALARIES	2-12-0000-110	69,317.08	354,600.00	285,282.92
ADMINISTRATION CASUAL LABOUR	2-12-0000-111	0.00	9,000.00	9,000.00
ADMINISTRATION EMPLOYEE BENEFITS	2-12-0000-130	6,058.66	19,900.00	13,841.34
ADMINISTRATION CASUAL BENEFITS	2-12-0000-131	0.00	600.00	600.00

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Description	Account	YTD Actual	YTD Budget	YTD Variance
ADMINISTRATION NON T4 BENEFITS	2-12-0000-133	8,333.69	39,500.00	31,166.31
ADMINISTRATION PAYROLL COSTS	2-12-0000-200	0.00	8,200.00	8,200.00
ADMINISTRATION WORKERS COMPENSATION	2-12-0000-201	1,851.65	22,200.00	20,348.35
ADMINISTRATION TRAVEL & SUBSISTANCE	2-12-0000-211	531.08	7,100.00	6,568.92
ADMINISTRATION STAFF TRAINING	2-12-0000-212	1,500.00	5,900.00	4,400.00
ADMINISTRATION FREIGHT & POSTAGE	2-12-0000-215	0.00	10,600.00	10,600.00
ADMINISTRATION TELEPHONE	2-12-0000-217	1,998.67	7,200.00	5,201.33
ADMINISTRATION ADVERTISING & PRINTIN	2-12-0000-220	5,368.29	6,700.00	1,331.71
ADMINISTRATION SUBSCRIPTION & MEMBER	2-12-0000-221	2,142.15	9,300.00	7,157.85
ADMINISTRATION AUDIT	2-12-0000-230	0.00	33,000.00	33,000.00
ADMINISTRATION LEGAL	2-12-0000-231	454.11	5,000.00	4,545.89
ADMINISTRATION PROFESSIONAL SERVICES	2-12-0000-232	32,502.38	125,423.00	92,920.62
ADMINISTRATION REGIONAL PLANNING SER	2-12-0000-233	44,400.00	44,000.00	400.00
ADMINISTRATION CONTRACTED REPAIRS	2-12-0000-250	340.00	5,000.00	4,660.00
ADMINISTRATION INSURANCE	2-12-0000-274	18,828.94	18,580.00	248.94
ADMINISTRATION ASSESSOR	2-12-0000-280	2,000.00	50,400.00	48,400.00
ADMINISTRATION LAND TITLES OFFICE	2-12-0000-285	230.00	1,000.00	770.00
ADMINISTRATION GOODS	2-12-0000-500	5,625.24	10,800.00	5,174.76
ADMINISTRATION GOODS - SOUVENIRS	2-12-0000-501	0.00	1,800.00	1,800.00
ADMINISTRATION POWER	2-12-0000-541	6,640.51	29,200.00	22,559.49
ADMINISTRATION GRANTS TO OTHER ORGAN	2-12-0000-770	61,612.65	124,500.00	62,887.35
ADMINISTRATION BANK CHARGES	2-12-0000-810	1,238.71	6,000.00	4,761.29
ADMINISTRATION GROSS REC TO OPER - W	2-12-0000-963	0.00	1,340.00	1,340.00
ADMINISTRATION OTHER	2-12-0000-990	3,292.38	32,000.00	28,707.62
ADMINISTRATION PUBLIC REC. - PROMOTI	2-12-0000-999	0.00	1,000.00	1,000.00
	TOTAL ADMINISTRATION:	274,266.19	989,843.00	715,576.81
JAPANESE STUDENT EXCHANGE PROGRAM				
JSEP CONTRACTED SERVICES	2-12-0500-232	0.00	250.00	250.00
JSEP GOODS	2-12-0500-500	0.00	4,500.00	4,500.00
JSEP OTHER EXPENSES	2-12-0500-990	0.00	250.00	250.00
	TOTAL JAPANESE STUDENT EXCHANGE PROGRAM:	0.00	5,000.00	5,000.00
TAX RECOVERY PROPERTY				
TAX RECOVERY PROPERTY - POWER	2-12-0600-541	60.32	0.00	60.32
	TOTAL TAX RECOVERY PROPERTY:	60.32	0.00	60.32
POLICE				
POLICE TRANSFERS TO PROVINCIAL GOVER	2-21-0000-340	0.00	148,000.00	148,000.00
	TOTAL POLICE:	0.00	148,000.00	148,000.00
SAFETY & RISK MANAGEMENT				
SAFETY & RISK MANAGEMENT TRAINING	2-22-0000-212	0.00	2,000.00	2,000.00
SAFETY & RISK MANAGEMENT SUBSCRIPTIO	2-22-0000-221	277.40	1,950.00	1,672.60
SAFETY & RISK MANAGEMENT CONTRACTED	2-22-0000-250	0.00	1,200.00	1,200.00
SAFETY & RISK MANAGEMENT GOODS	2-22-0000-500	0.00	1,100.00	1,100.00
	TOTAL SAFETY & RISK MANAGEMENT:	277.40	6,250.00	5,972.60
FIRE				
FIRE SALARIES - OFFICERS & FIRE FIGH	2-23-0000-111	0.00	101,300.00	101,300.00
FIRE BENEFITS - FIRE FIGHTERS	2-23-0000-131	792.89	9,600.00	8,807.11
FIRE NON T4 BENEFITS	2-23-0000-133	1,480.00	1,500.00	20.00
FIRE TRAVEL	2-23-0000-211	0.00	7,000.00	7,000.00
FIRE TRAINING	2-23-0000-212	5,185.00	22,300.00	17,115.00
FIRE FREIGHT	2-23-0000-215	263.74	500.00	236.26
FIRE TELEPHONE	2-23-0000-217	1,459.50	7,100.00	5,640.50
FIRE ADVERTISING	2-23-0000-220	0.00	900.00	900.00
FIRE MEMBERSHIPS	2-23-0000-221	910.00	900.00	10.00
FIRE CONTRACTED SERVICES	2-23-0000-232	12,081.01	33,100.00	21,018.99
FIRE CONTRACTED REPAIRS	2-23-0000-250	4,245.64	14,000.00	9,754.36
FIRE CONTRACTED VEHICLE REPAIRS	2-23-0000-255	0.00	5,000.00	5,000.00
FIRE INSURANCE	2-23-0000-274	21,892.96	17,650.00	4,242.96
FIRE PREVENTION & INVESTIGATION	2-23-0000-275	0.00	600.00	600.00
FIRE GOODS	2-23-0000-500	6,377.61	19,624.00	13,246.39
FIRE PETROLEUM PRODUCTS	2-23-0000-521	676.28	10,100.00	9,423.72
FIRE VEHICLE MAINTENANCE	2-23-0000-523	0.00	200.00	200.00
FIRE HEATING	2-23-0000-540	4,019.61	11,200.00	7,180.39
FIRE POWER	2-23-0000-541	2,517.17	16,500.00	13,982.83
FIRE GROSS RECOVERIES TO OPERATING	2-23-0000-963	0.00	16,800.00	16,800.00
	TOTAL FIRE:	61,901.41	295,874.00	233,972.59

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FIRE - EAST CENTRAL EMERGENCY TRAINING PARTNERSHIP				
FIRE - ECETP ADDED TO OPERATING RESE	2-23-0200-764	0.00	12,600.00	12,600.00
	TOTAL FIRE - ECETP:	0.00	12,600.00	12,600.00
EMERGENCY SERVICES				
EMERGENCY SERVICES TRAINING	2-24-0000-212	0.00	2,000.00	2,000.00
EMERGENCY SERVICES CONTRACTED SERVI	2-24-0000-232	2,600.01	10,400.00	7,799.99
EMERGENCY SERVICES GOODS	2-24-0000-500	0.00	900.00	900.00
	TOTAL EMERGENCY SERVICES:	2,600.01	13,300.00	10,699.99
BY-LAW ENFORCEMENT				
BYLAW STAFF TRAVEL	2-26-0000-211	0.00	1,000.00	1,000.00
BYLAW STAFF TRAINING	2-26-0000-212	0.00	1,000.00	1,000.00
BYLAW FREIGHT	2-26-0000-215	0.00	700.00	700.00
BYLAW TELEPHONE	2-26-0000-217	327.73	1,190.00	862.27
BYLAW ADVERTISING	2-26-0000-220	404.15	1,000.00	595.85
BYLAW MEMBERSHIP	2-26-0000-221	1,003.57	200.00	803.57
BYLAW PROFESSIONAL SERVICES	2-26-0000-232	12,224.14	47,800.00	35,575.86
BYLAW CONTRACTED VEHICLE REPAIRS	2-26-0000-255	0.00	400.00	400.00
BYLAW INSURANCE	2-26-0000-274	523.00	600.00	77.00
BYLAW GOODS	2-26-0000-500	0.00	2,500.00	2,500.00
BYLAW PETROLEUM PRODUCTS	2-26-0000-521	0.00	1,200.00	1,200.00
BYLAW WORK BILLED TO OTHERS	2-26-0000-998	1,758.30	3,000.00	1,241.70
	TOTAL BY-LAW ENFORCEMENT:	16,240.89	60,590.00	44,349.11
DOG CONTROL				
DOG CONTROL POSTAGE	2-28-0000-215	66.11	700.00	633.89
DOG CONTROL ADVERTISING	2-28-0000-220	0.00	300.00	300.00
DOG CONTROL CONTRACTED SERVICES	2-28-0000-232	1,199.82	1,500.00	300.18
DOG CONTROL GOODS	2-28-0000-500	270.75	600.00	329.25
DOG CONTROL GRANT TO OTHER AGENCIES	2-28-0000-770	10,000.00	10,000.00	0.00
	TOTAL DOG CONTROL:	11,536.68	13,100.00	1,563.32
COMMON SERVICES				
COMMON SERVICES SALARIES	2-31-0000-110	50,320.75	252,200.00	201,879.25
COMMON SERVICES SEASONAL SALARIES	2-31-0000-111	0.00	3,700.00	3,700.00
COMMON SERVICES EMPLOYEE BENEFITS	2-31-0000-130	4,082.70	19,300.00	15,217.30
COMMON SERVICES SEASONAL BENEFITS	2-31-0000-131	0.00	300.00	300.00
COMMON SERVICES NON T4 BENEFITS	2-31-0000-133	8,997.95	43,300.00	34,302.05
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	332.84	1,700.00	1,367.16
COMMON SERVICES TELEPHONE	2-31-0000-217	1,677.85	4,600.00	2,922.15
COMMON SERVICES ADVERTISING & PRINTI	2-31-0000-220	0.00	700.00	700.00
COMMON SERVICES CONTRACTED SERVICES	2-31-0000-232	6,406.06	2,800.00	3,606.06
COMMON SERVICES CONTRACTED REPAIRS	2-31-0000-250	22,945.81	10,000.00	12,945.81
COMMON SERV CONTRACTED EQUIPMENT REP	2-31-0000-253	7,512.11	10,000.00	2,487.89
COMMON SERV CONTRACTED VEHICLE REPAI	2-31-0000-255	14,661.97	4,500.00	10,161.97
COMMON SERVICES INSURANCE	2-31-0000-274	30,585.04	32,020.00	1,434.96
COMMON SERVICES GOODS	2-31-0000-500	5,314.38	19,948.00	14,633.62
COMMON SERVICES PETROLEUM PRODUCTS	2-31-0000-521	7,546.08	51,800.00	44,253.92
COMMON SERVICE EQUIPMENT MAINTENANCE	2-31-0000-522	109.64	15,500.00	15,390.36
COMMON SERVICES VEHICLE MAINTENANCE	2-31-0000-523	3,300.61	13,900.00	10,599.39
COMMON SERVICES HEATING	2-31-0000-540	3,585.28	23,900.00	20,314.72
COMMON SERVICES POWER	2-31-0000-541	3,627.36	19,300.00	15,672.64
COMMON SERVICES ADDED TO OPER RESERV	2-31-0000-764	0.00	41,780.00	41,780.00
COMMON SERVICES GROSS REC TO OPER- W	2-31-0000-963	0.00	3,000.00	3,000.00
	TOTAL COMMON SERVICES:	171,006.43	576,248.00	405,241.57
STREETS & ROADS				
S & R SALARIES	2-32-0000-110	22,757.10	87,500.00	64,742.90
S & R SEASONAL SALARIES	2-32-0000-111	0.00	5,500.00	5,500.00
S & R BENEFITS	2-32-0000-130	1,918.38	6,400.00	4,481.62
S & R SEASONAL BENEFITS	2-32-0000-131	0.00	400.00	400.00
S & R NON T4 BENEFITS	2-32-0000-133	3,263.19	14,400.00	11,136.81
S & R FREIGHT	2-32-0000-215	66.70	1,100.00	1,033.30
S & R CONTRACTED SERVICES	2-32-0000-232	0.00	15,000.00	15,000.00
S & R CONTRACTED REPAIRS	2-32-0000-250	0.00	165,000.00	165,000.00
S & R EQUIPMENT MAINTENANCE	2-32-0000-253	0.00	5,000.00	5,000.00

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S & R VEHICLE REPAIRS	2-32-0000-255	350.00	1,500.00	1,150.00
S & R GOODS	2-32-0000-500	1,824.27	30,500.00	28,675.73
S & R EQUIPMENT GOODS	2-32-0000-522	49.60	5,600.00	5,550.40
S & R VEHICLE MAINTENANCE	2-32-0000-523	43.04	2,500.00	2,456.96
S & R STREET LIGHTS	2-32-0000-553	15,703.70	125,200.00	109,496.30
S & R TRANSFER TO CAPITAL	2-32-0000-762	0.00	740,029.00	740,029.00
S & R ADDED TO OPERATING RESERVE	2-32-0000-764	0.00	246,300.00	246,300.00
	TOTAL STREETS & ROADS:	45,975.98	1,451,929.00	1,405,953.02
AIRPORT				
AIRPORT SALARIES	2-33-0000-110	926.88	2,200.00	1,273.12
AIRPORT SEASONAL SALARIES	2-33-0000-111	0.00	3,600.00	3,600.00
AIRPORT BENEFITS	2-33-0000-130	89.14	200.00	110.86
AIRPORT SEASONAL BENEFITS	2-33-0000-131	0.00	300.00	300.00
AIRPORT NON T-4 BENEFITS	2-33-0000-133	209.17	400.00	190.83
AIRPORT FREIGHT	2-33-0000-215	0.00	100.00	100.00
AIRPORT TELEPHONE / RADIO LICENSE FE	2-33-0000-217	49.17	50.00	0.83
AIRPORT CONTRACTED SERVICES	2-33-0000-232	217.86	2,100.00	1,882.14
AIRPORT CONTRACTED REPAIRS	2-33-0000-250	0.00	2,300.00	2,300.00
AIRPORT VEHICLE REPAIRS	2-33-0000-255	0.00	200.00	200.00
AIRPORT INSURANCE	2-33-0000-274	5,214.63	5,210.00	4.63
AIRPORT GOODS	2-33-0000-500	48.79	1,500.00	1,451.21
AIRPORT VEHICLE GOODS	2-33-0000-523	0.00	100.00	100.00
AIRPORT HEATING	2-33-0000-540	336.78	2,500.00	2,163.22
AIRPORT POWER	2-33-0000-541	996.32	13,100.00	12,103.68
AIRPORT WATER & SEWER	2-33-0000-542	80.00	500.00	420.00
	TOTAL AIRPORT:	8,168.74	34,360.00	26,191.26
WATER PLANT				
WATER PLANT CHARGES FROM COMMISSION	2-41-0100-300	116,399.34	906,300.00	789,900.66
WATER PLANT POWER	2-41-0100-541	3,808.21	33,300.00	29,491.79
	TOTAL WATER PLANT:	120,207.55	939,600.00	819,392.45
WATER LINES & DISTRIBUTION				
WATER LINES SALARIES	2-41-0200-110	20,942.75	143,900.00	122,957.25
WATER LINES SEASONAL SALARIES	2-41-0200-111	0.00	3,000.00	3,000.00
WATER LINES BENEFITS	2-41-0200-130	1,806.89	12,000.00	10,193.11
WATER LINES SEASONAL BENEFITS	2-41-0200-131	0.00	200.00	200.00
WATER LINES NON T4 BENEFITS	2-41-0200-133	3,474.86	25,200.00	21,725.14
WATER LINES TRAVEL & TRAINING	2-41-0200-211	6,158.60	4,500.00	1,658.60
WATER LINES FREIGHT & POSTAGE	2-41-0200-215	153.68	9,200.00	9,046.32
WATER LINES ADVERTISING	2-41-0200-220	0.00	1,000.00	1,000.00
WATER LINES PROFESSIONAL SERVICES	2-41-0200-232	5,186.44	8,400.00	3,213.56
WATER LINES CONTRACTED REPAIRS	2-41-0200-250	6,777.50	35,000.00	28,222.50
WATER LINES GOODS	2-41-0200-500	57.14	20,000.00	19,942.86
WATER LINES ADDED TO OPERATING RESER	2-41-0200-764	0.00	50,000.00	50,000.00
	TOTAL WATER LINES & DISTRIBUTION:	44,557.86	312,400.00	267,842.14
SANITARY SEWERS				
SEWERS SALARIES	2-42-0000-110	4,631.76	29,700.00	25,068.24
SEWERS BENEFITS	2-42-0000-130	431.04	2,300.00	1,868.96
SEWERS NON T4 BENEFITS	2-42-0000-133	937.13	5,200.00	4,262.87
SEWERS FREIGHT & POSTAGE	2-42-0000-215	0.00	500.00	500.00
SEWERS LIFT STATION TELEPHONES	2-42-0000-217	298.74	1,800.00	1,501.26
SEWERS CONTRACTED REPAIRS	2-42-0000-250	29,782.50	60,000.00	30,217.50
SEWERS INSURANCE	2-42-0000-274	4,359.11	3,590.00	769.11
SEWERS GOODS	2-42-0000-500	0.00	32,000.00	32,000.00
SEWERS HEATING	2-42-0000-540	353.56	1,400.00	1,046.44
SEWERS POWER	2-42-0000-541	1,900.32	13,500.00	11,599.68
SEWERS ADDED TO OPERATING RESERVE	2-42-0000-764	0.00	50,000.00	50,000.00
	TOTAL SANITARY SEWERS:	42,694.16	199,990.00	157,295.84
GARBAGE				
GARBAGE REMOVAL CONTRACT	2-43-0000-235	17,400.00	75,400.00	58,000.00
GARBAGE GOODS	2-43-0000-500	0.00	300.00	300.00
	TOTAL GARBAGE:	17,400.00	75,700.00	58,300.00
REGIONAL WASTE				
REGIONAL WASTE BCWMC CONTRACT	2-44-0000-235	83,638.72	334,400.00	250,761.28
REGIONAL WASTE - TRANSFER TO RESERVE	2-44-0000-764	0.00	19,400.00	19,400.00

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Description	Account	YTD Actual	YTD Budget	YTD Variance
TOTAL REGIONAL WASTE SYSTEM:		83,638.72	353,800.00	270,161.28
FCSS				
FCSS SALARIES	2-51-0100-110	1,204.29	5,400.00	4,195.71
FCSS BENEFITS	2-51-0100-130	130.33	500.00	369.67
FCSS NON T4 BENEFITS	2-51-0100-133	435.84	1,100.00	664.16
FCSS TRAVEL	2-51-0100-211	0.00	1,000.00	1,000.00
FCSS TRAINING	2-51-0100-212	0.00	700.00	700.00
FCSS FREIGHT & POSTAGE	2-51-0100-215	0.00	300.00	300.00
FCSS ADVERTISING	2-51-0100-220	0.00	900.00	900.00
FCSS SUBSCRIPTIONS/MEMBERSHIPS	2-51-0100-221	0.00	500.00	500.00
FCSS CONTRACTED PROFESSIONAL SERVICE	2-51-0100-232	5,250.00	22,800.00	17,550.00
FCSS INSURANCE	2-51-0100-274	11.00	11.00	0.00
FCSS GOODS	2-51-0100-500	0.00	2,100.00	2,100.00
FCSS GRANT TO SENIOR CIRCLE	2-51-0100-770	0.00	610.00	610.00
TOTAL FCSS:		7,031.46	35,921.00	28,889.54
FCSS COORDINATOR				
COORDINATOR SALARIES	2-51-0200-110	2,408.60	10,800.00	8,391.40
COORDINATOR BENEFITS	2-51-0200-130	232.49	1,000.00	767.51
COORDINATOR NON T4 BENEFITS	2-51-0200-133	657.80	2,300.00	1,642.20
COORDINATOR TRAVEL	2-51-0200-211	0.00	1,200.00	1,200.00
COORDINATOR TRAINING	2-51-0200-212	0.00	700.00	700.00
COORDINATOR POSTAGE & FREIGHT	2-51-0200-215	0.00	300.00	300.00
COORDINATOR TELEPHONE	2-51-0200-217	0.00	400.00	400.00
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 CONTRACTED PROFESSIONAL	2-51-0200-232	4,500.00	19,500.00	15,000.00
COORDINATOR GOODS	2-51-0200-500	0.00	1,200.00	1,200.00
COORDINATOR PROGRAM EXPENSES	2-51-0200-510	44,225.00	99,800.00	55,575.00
TOTAL COORDINATOR:		52,023.89	140,100.00	88,076.11
YOUTH CLUB SUPPORT				
FCSS YOUTH CLUB SUPPORT SALARIES	2-51-0300-110	1,204.29	5,400.00	4,195.71
FCSS YOUTH CLUB SUPPORT BENEFITS	2-51-0300-130	116.25	500.00	383.75
FCSS YOUTH CLUB SUPPORT NON T4 BENE	2-51-0300-133	328.91	1,100.00	771.09
FCSS YOUTH CLUB SUPPORT ADVERTISING	2-51-0300-220	0.00	2,500.00	2,500.00
FCSS YOUTH CLUB SUPPORT PROFESSIONAL	2-51-0300-232	2,250.00	9,800.00	7,550.00
FCSS YOUTH CLUB SUPPORT GOODS	2-51-0300-500	0.00	700.00	700.00
TOTAL FCSS YOUTH CLUB SUPPORT:		3,899.45	20,000.00	16,100.55
COMMUNITY SERVICES VANS				
CSD VAN CONTRACTED VEHICLE REPAIRS	2-51-0500-255	350.00	400.00	50.00
CSD VAN INSURANCE	2-51-0500-274	3,483.00	3,960.00	477.00
CSD VAN GOODS	2-51-0500-500	0.00	100.00	100.00
CSD VAN PETROLEUM PRODUCTS	2-51-0500-521	0.00	100.00	100.00
CSD VAN VEHICLE MAINTENANCE	2-51-0500-523	0.00	800.00	800.00
TOTAL COMMUNITY SERVICES VANS:		3,833.00	5,360.00	1,527.00
CEMETERY				
CEMETERY SALARIES	2-56-0000-110	419.32	9,200.00	8,780.68
CEMETERY SEASONAL SALARIES	2-56-0000-111	0.00	6,000.00	6,000.00
CEMETERY BENEFITS	2-56-0000-130	41.27	800.00	758.73
CEMETERY SEASONAL BENEFITS	2-56-0000-131	0.00	400.00	400.00
CEMETERY NON T-4 BENEFITS	2-56-0000-133	101.40	1,700.00	1,598.60
CEMETERY ADVERTISING	2-56-0000-220	0.00	100.00	100.00
CEMETERY PROFESSIONAL SERVICES	2-56-0000-232	639.90	4,200.00	3,560.10
CEMETERY CONTRACTED REPAIRS	2-56-0000-250	0.00	1,500.00	1,500.00
CEMETERY INSURANCE	2-56-0000-274	26.40	20.00	6.40
CEMETERY GOODS	2-56-0000-500	0.00	5,000.00	5,000.00
CEMETERY PETROLEUM PRODUCTS	2-56-0000-521	0.00	700.00	700.00
TOTAL CEMETERY:		1,228.29	29,620.00	28,391.71
MUNICIPAL PLANNING COMMISSION				
MPC GOODS	2-61-0100-500	0.00	500.00	500.00
TOTAL MUNICIPAL PLANNING COMMISSION:		0.00	500.00	500.00
COMMERCIAL OFFICE BUILDING				
COMMERCIAL OFFICE INSURANCE	2-61-0200-274	1,134.13	0.00	1,134.13
COMMERCIAL OFFICE HEATING	2-61-0200-540	441.93	0.00	441.93

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Description	Account	YTD Actual	YTD Budget	YTD Variance
COMMERCIAL OFFICE POWER	2-61-0200-541	143.76	0.00	143.76-
	TOTAL COMMERCIAL OFFICE BUILDING:	1,719.82	0.00	1,719.82-
TOURISM				
TOURISM SALARIES	2-61-0300-110	4,780.83	22,100.00	17,319.17
TOURISM BENEFITS	2-61-0300-130	383.12	1,800.00	1,416.88
TOURISM NON T4 BENEFITS	2-61-0300-133	647.11	3,800.00	3,152.89
TOURISM TRAVEL	2-61-0300-211	0.00	100.00	100.00
TOURISM FREIGHT & POSTAGE	2-61-0300-215	0.00	500.00	500.00
TOURISM ADVERTISING	2-61-0300-220	0.00	2,000.00	2,000.00
TOURISM GOODS	2-61-0300-500	0.00	500.00	500.00
	TOTAL TOURISM:	5,811.06	30,800.00	24,988.94
BUSINESS & COMMUNICATIONS				
B & C SALARIES	2-61-0400-110	19,122.89	88,200.00	69,077.11
B & C BENEFITS	2-61-0400-130	1,532.61	7,200.00	5,667.39
B & C NON T4 BENEFIT	2-61-0400-133	2,588.38	15,400.00	12,811.62
B & C TRAVEL	2-61-0400-211	0.00	1,000.00	1,000.00
B & C TRAINING	2-61-0400-212	0.00	1,000.00	1,000.00
B & C FREIGHT & POSTAGE	2-61-0400-215	0.00	300.00	300.00
B & C TELEPHONES	2-61-0400-217	242.85	1,100.00	857.15
B & C ADVERTISING & PRINTING	2-61-0400-220	0.00	1,800.00	1,800.00
B & C SUBSCRIPTIONS & MEMBERSHIPS	2-61-0400-221	3,401.70	3,400.00	1.70-
B & C CONTRACTED PROFESSIONAL SERVIC	2-61-0400-232	38,260.00-	49,000.00	87,260.00
B & C INSURANCE	2-61-0400-274	145.23	150.00	4.77
B & C GOODS	2-61-0400-500	1,477.50	2,500.00	1,022.50
B & C PETROLEUM PRODUCTS	2-61-0400-521	0.00	500.00	500.00
B & C POWER	2-61-0400-541	478.31	4,600.00	4,121.69
	TOTAL BUSINESS & COMMUNICATIONS:	9,270.53-	176,150.00	185,420.53
VISITOR INFORMATION CENTRE				
VIC SALARIES	2-62-0000-110	443.51	2,700.00	2,256.49
VIC SEASONAL SALARIES	2-62-0000-111	0.00	1,200.00	1,200.00
VIC BENEFITS	2-62-0000-130	36.67	200.00	163.33
VIC SEASONAL BENEFITS	2-62-0000-131	0.00	100.00	100.00
VIC NON T4 BENEFITS	2-62-0000-133	57.61	500.00	442.39
VIC TELEPHONES	2-62-0000-217	92.85	400.00	307.15
VIC ADVERTISING & PRINTING	2-62-0000-220	0.00	900.00	900.00
VIC CONTRACTED SERVICES	2-62-0000-232	98.00	1,200.00	1,102.00
VIC CONTRACTED REPAIR	2-62-0000-250	0.00	1,000.00	1,000.00
VIC INSURANCE	2-62-0000-274	1,294.18	990.00	304.18-
VIC GOODS	2-62-0000-500	141.98	2,000.00	1,858.02
VIC HEATING	2-62-0000-540	353.56	1,400.00	1,046.44
VIC POWER	2-62-0000-541	318.87	3,100.00	2,781.13
VIC WATER	2-62-0000-963	0.00	4,100.00	4,100.00
	TOTAL VISITOR INFORMATION CENTRE:	2,837.23	19,790.00	16,952.77
COMMUNITY SERVICES BOARD				
COMMUNITY SERVICES BOARD GOODS	2-71-0000-500	0.00	500.00	500.00
COMMUNITY SERVICES BOARD GRANTS	2-71-0000-770	0.00	3,000.00	3,000.00
	TOTAL COMMUNITY SERVICES BOARD:	0.00	3,500.00	3,500.00
RECREATION				
RECREATION SALARIES	2-72-0000-110	5,197.43	10,800.00	5,602.57
RECREATION SEASONAL SALARIES	2-72-0000-111	0.00	10,500.00	10,500.00
RECREATION BENEFITS	2-72-0000-130	509.06	1,000.00	490.94
RECREATION SEASONAL BENEFITS	2-72-0000-131	0.00	700.00	700.00
RECREATION NON T4 BENEFITS	2-72-0000-133	1,325.19	2,300.00	974.81
RECREATION TRAVEL	2-72-0000-211	0.00	1,800.00	1,800.00
RECREATION TRAINING	2-72-0000-212	617.50	3,100.00	2,482.50
RECREATION FREIGHT & POSTAGE	2-72-0000-215	0.00	300.00	300.00
RECREATION TELEPHONE	2-72-0000-217	342.85	1,900.00	1,557.15
RECREATION ADVERTISING	2-72-0000-220	0.00	2,800.00	2,800.00
RECREATION SUBSCRIPTIONS/MEMBERSHIPS	2-72-0000-221	541.00	900.00	359.00
RECREATION PROFESSIONAL SERVICES	2-72-0000-232	6,553.44	24,000.00	17,446.56
RECREATION INSURANCE	2-72-0000-274	12,044.50	12,340.00	295.50
RECREATION GOODS	2-72-0000-500	74.50	1,200.00	1,125.50
RECREATION PROGRAM EXPENSES	2-72-0000-510	0.00	1,000.00	1,000.00
RECREATION PETROLEUM - CAR ALLOWANCE	2-72-0000-521	82.32	2,400.00	2,317.68
RECREATION VEHICLE MAINTENANCE	2-72-0000-523	150.56	300.00	149.44

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Description	Account	YTD Actual	YTD Budget	YTD Variance
RECREATION TRANSFER TO CAPITAL	2-72-0000-762	0.00	90,000.00	90,000.00
RECREATION OTHER	2-72-0000-990	0.00	5,800.00	5,800.00
	TOTAL RECREATION:	27,438.35	173,140.00	145,701.65
SWIMMING & WADING POOLS				
POOLS SALARIES	2-72-0100-110	0.00	14,700.00	14,700.00
POOL SEASONAL SALARIES	2-72-0100-111	811.20	118,800.00	117,988.80
POOLS BENEFITS	2-72-0100-130	0.00	1,300.00	1,300.00
POOL SEASONAL BENEFITS	2-72-0100-131	58.39	8,200.00	8,141.61
POOLS NON T-4 BENEFITS	2-72-0100-133	0.00	2,700.00	2,700.00
POOLS TRAVEL	2-72-0100-211	0.00	1,000.00	1,000.00
POOLS TRAINING	2-72-0100-212	0.00	1,000.00	1,000.00
POOLS FREIGHT & POSTAGE	2-72-0100-215	0.00	2,400.00	2,400.00
POOLS TELEPHONE	2-72-0100-217	92.85	480.00	387.15
POOLS ADVERTISING	2-72-0100-220	0.00	1,200.00	1,200.00
POOL CONTRACTED SERVICES	2-72-0100-232	88.00	3,300.00	3,212.00
POOLS CONTRACTED REPAIRS	2-72-0100-250	380.27	6,500.00	6,119.73
POOLS INSURANCE	2-72-0100-274	9,076.46	7,160.00	1,916.46
POOLS GOODS	2-72-0100-500	70.28	16,500.00	16,429.72
POOL RETAIL GOODS	2-72-0100-501	0.00	2,000.00	2,000.00
POOLS CHEMICALS	2-72-0100-531	0.00	21,200.00	21,200.00
POOLS HEATING	2-72-0100-540	1,590.07	17,200.00	15,609.93
POOLS POWER	2-72-0100-541	1,706.59	25,000.00	23,293.41
POOLS GROSS RECOVERIES TO OPERATING	2-72-0100-963	0.00	5,060.00	5,060.00
	TOTAL SWIMMING POOLS:	13,874.11	255,700.00	241,825.89
ARENA				
ARENA SALARIES	2-72-0200-110	38,952.03	140,500.00	101,547.97
ARENA SEASONAL SALARIES	2-72-0200-111	0.00	12,000.00	12,000.00
ARENA BENEFITS	2-72-0200-130	3,308.46	11,700.00	8,391.54
ARENA SEASONAL BENEFITS	2-72-0200-131	0.00	800.00	800.00
ARENA NON T4 BENEFITS	2-72-0200-133	7,249.53	24,700.00	17,450.47
ARENA TRAVEL	2-72-0200-211	425.67	1,600.00	1,174.33
ARENA TRAINING	2-72-0200-212	1,039.50	2,600.00	1,560.50
ARENA FREIGHT & POSTAGE	2-72-0200-215	89.54	800.00	710.46
ARENA TELEPHONE	2-72-0200-217	92.85	360.00	267.15
ARENA ADVERTISING & PRINTING	2-72-0200-220	0.00	1,000.00	1,000.00
ARENA CONTRACTED SERVICES	2-72-0200-232	1,487.33	4,800.00	3,312.67
ARENA CONTRACTED REPAIRS	2-72-0200-250	1,785.08	17,600.00	15,814.92
ARENA CONTRACTED EQUIPMENT REPAIRS	2-72-0200-253	1,717.50	6,400.00	4,682.50
ARENA INSURANCE	2-72-0200-274	14,054.20	11,100.00	2,954.20
ARENA GOODS	2-72-0200-500	2,766.85	17,900.00	15,133.15
ARENA PETROLEUM PRODUCTS	2-72-0200-521	1,637.74	4,400.00	2,762.26
ARENA HEATING	2-72-0200-540	8,745.43	31,500.00	22,754.57
ARENA POWER	2-72-0200-541	3,792.42	27,200.00	23,407.58
ARENA GROSS RECOVERIES TO OPERATING	2-72-0200-963	0.00	4,830.00	4,830.00
ARENA ICE PLANT CONTRACTED REPAIRS	2-72-0201-250	57.20	11,800.00	11,742.80
ARENA ICE PLANT GOODS	2-72-0201-500	0.00	500.00	500.00
ARENA ICE PLANT POWER	2-72-0201-541	5,688.63	20,100.00	14,411.37
	TOTAL ARENA:	92,889.96	354,190.00	261,300.04
PARKS SHOP				
PARKS SHOP TELEPHONE	2-72-0300-217	185.70	720.00	534.30
PARKS SHOP CONTRACTED REPAIRS	2-72-0300-250	1,779.86	4,000.00	2,220.14
PARKS SHOP INSURANCE	2-72-0300-274	1,950.77	2,060.00	109.23
PARKS SHOP GOODS	2-72-0300-500	360.21	1,300.00	939.79
PARKS SHOP HEATING	2-72-0300-540	2,248.21	7,400.00	5,151.79
PARKS SHOP POWER	2-72-0300-541	629.16	3,900.00	3,270.84
PARKS SHOP GROSS RECOVERIES TO OPERA	2-72-0300-963	0.00	700.00	700.00
	TOTAL PARKS SHOP:	7,153.91	20,080.00	12,926.09
CURLING RINK				
CURLING RINK SALARIES	2-72-0400-110	275.81	5,400.00	5,124.19
CURLING RINK SEASONAL SALARIES	2-72-0400-111	0.00	2,400.00	2,400.00
CURLING RINK BENEFITS	2-72-0400-130	24.35	500.00	475.65
CURLING RINK SEASONAL BENEFITS	2-72-0400-131	0.00	200.00	200.00
CURLING RINK NON T4 BENEFITS	2-72-0400-133	45.72	1,000.00	954.28
CURLING RINK CONTRACTED REPAIRS	2-72-0400-250	2,152.62	5,600.00	3,447.38
CURLING RINK INSURANCE	2-72-0400-274	9,843.18	7,180.00	2,663.18
CURLING RINK GOODS	2-72-0400-500	0.00	1,500.00	1,500.00

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CURLING RINK HEATING	2-72-0400-540	5,565.27	18,800.00	13,234.73
CURLING RINK POWER	2-72-0400-541	1,896.21	14,700.00	12,803.79
CURLING RINK - SUBSIDY	2-72-0400-771	0.00	17,500.00	17,500.00
CURLING RINK GROSS RECOV TO OPERATIN	2-72-0400-963	0.00	1,970.00	1,970.00
CURLING RINK ICE PLANT REPAIRS	2-72-0401-250	57.20	11,800.00	11,742.80
CURLING RINK ICE PLANT GOODS	2-72-0401-500	0.00	500.00	500.00
CURLING RINK ICE PLANT POWER	2-72-0401-541	5,688.63	20,100.00	14,411.37
	TOTAL CURLING RINK:	25,548.99	109,150.00	83,601.01
BALL DIAMONDS				
BALL DIAMOND SALARIES	2-72-0500-110	37.87	5,400.00	5,362.13
BALL DIAMOND SEASONAL SALARIES	2-72-0500-111	0.00	3,600.00	3,600.00
BALL DIAMOND BENEFITS	2-72-0500-130	2.89	500.00	497.11
BALL DIAMOND SEASONAL BENEFITS	2-72-0500-131	0.00	300.00	300.00
BALL DIAMONDS NON T-4 BENEFITS	2-72-0500-133	3.36	1,000.00	996.64
BALL DIAMOND CONTRACTED REPAIRS	2-72-0500-250	0.00	1,000.00	1,000.00
BALL DIAMOND GOODS	2-72-0500-500	0.00	7,500.00	7,500.00
BALL DIAMOND POWER	2-72-0500-541	190.48	1,010.00	819.52
BALL DIAMONDS GROSS RECOV FROM OPERA	2-72-0500-963	0.00	11,750.00	11,750.00
	TOTAL BALL DIAMONDS:	234.60	32,060.00	31,825.40
GOLF COURSE				
GOLF COURSE INSURANCE	2-72-0600-274	3,507.57	3,050.00	457.57-
	TOTAL GOLF COURSE:	3,507.57	3,050.00	457.57-
FOX LAKE PARK				
FOX LAKE SALARIES	2-72-0700-110	205.50	5,400.00	5,194.50
FOX LAKE SEASONAL SALARIES	2-72-0700-111	0.00	2,400.00	2,400.00
FOX LAKE BENEFITS	2-72-0700-130	20.13	500.00	479.87
FOX LAKE SEASONAL BENEFITS	2-72-0700-131	0.00	200.00	200.00
FOX LAKE NON T-4 BENEFITS	2-72-0700-133	47.80	1,000.00	952.20
FOX LAKE FREIGHT	2-72-0700-215	0.00	200.00	200.00
FOX LAKE ADVERTISING	2-72-0700-220	0.00	1,300.00	1,300.00
FOX LAKE CONTRACTED SERVICES	2-72-0700-232	133.00	34,200.00	34,067.00
FOX LAKE CONTRACTED REPAIRS	2-72-0700-250	0.00	5,000.00	5,000.00
FOX LAKE INSURANCE	2-72-0700-274	301.70	300.00	1.70-
FOX LAKE GOODS	2-72-0700-500	222.50	5,000.00	4,777.50
FOX LAKE RETAIL ITEMS - ICE & NOVELT	2-72-0700-501	0.00	400.00	400.00
FOX LAKE PETROLEUM PRODUCTS	2-72-0700-521	0.00	700.00	700.00
FOX LAKE HEAT	2-72-0700-540	122.40	600.00	477.60
FOX LAKE POWER	2-72-0700-541	433.66	13,000.00	12,566.34
FOX LAKE GROSS RECOVERIES FROM OPERA	2-72-0700-963	0.00	8,420.00	8,420.00
	TOTAL FOX LAKE PARK:	1,486.69	78,620.00	77,133.31
PARKS				
PARKS SALARIES	2-72-0800-110	11,715.60	83,500.00	71,784.40
PARKS SEASONAL SALARIES	2-72-0800-111	0.00	73,000.00	73,000.00
PARKS BENEFITS	2-72-0800-130	1,058.04	7,000.00	5,941.96
PARKS SEASONAL BENEFITS	2-72-0800-131	0.00	5,100.00	5,100.00
PARKS NON T4 BENEFITS	2-72-0800-133	2,090.10	14,800.00	12,709.90
PARKS TRAVEL	2-72-0800-211	0.00	600.00	600.00
PARKS TRAINING	2-72-0800-212	787.25	1,000.00	212.75
PARKS FREIGHT	2-72-0800-215	0.00	800.00	800.00
PARKS CONTRACTED REPAIRS	2-72-0800-250	0.00	25,400.00	25,400.00
PARKS EQUIPMENT REPAIRS	2-72-0800-253	221.04	8,600.00	8,378.96
PARKS CONTRACTED VEHICLE REPAIRS	2-72-0800-255	0.00	4,800.00	4,800.00
PARKS INSURANCE	2-72-0800-274	5,173.95	5,600.00	426.05
PARKS GOODS	2-72-0800-500	107.52	27,800.00	27,692.48
PARKS PETROLEUM PRODUCTS	2-72-0800-521	0.00	13,200.00	13,200.00
PARKS EQUIPMENT MAINTENANCE	2-72-0800-522	891.14	3,700.00	2,808.86
PARKS VEHICLE MAINTENANCE	2-72-0800-523	63.75	4,800.00	4,736.25
PARKS POWER	2-72-0800-541	558.23	3,100.00	2,541.77
PARKS RECOVERIES TO OPERATING	2-72-0800-963	0.00	22,790.00	22,790.00
PARKS OTHER	2-72-0800-990	0.00	1,000.00	1,000.00
	TOTAL PARKS:	22,666.62	306,590.00	283,923.38
PLAYGROUND PROGRAM				
PLAYGROUND PROGRAM SEASONAL SALARIES	2-72-1000-111	0.00	23,100.00	23,100.00
PLAYGROUND PROGRAM BENEFITS	2-72-1000-130	3.50	0.00	3.50-
PLAYGROUND PROGRAM SEASONAL BENEFITS	2-72-1000-131	0.00	1,600.00	1,600.00

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2024
 To 31/03/2024

Description	Account	YTD Actual	YTD Budget	YTD Variance
PLAYGROUND PROGRAM NON T4 BENEFITS	2-72-1000-133	26.74	0.00	26.74-
PLAYGROUND PROGRAM TRAVEL	2-72-1000-211	0.00	300.00	300.00
PLAYGROUND PROGRAM TRAINING	2-72-1000-212	0.00	600.00	600.00
PLAYGROUND PROGRAM FREIGHT & POSTAGE	2-72-1000-215	0.00	140.00	140.00
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	750.00	5,800.00	5,050.00
PLAYGROUND PROGRAM GOODS	2-72-1000-500	0.00	6,200.00	6,200.00
	TOTAL PLAYGROUND PROGRAM:	780.24	39,060.00	38,279.76
SPRAY PARK				
SPRAY PARK SALARIES	2-72-1200-110	551.48	1,300.00	748.52
SPRAY PARK SEASONAL SALARIES	2-72-1200-111	0.00	1,200.00	1,200.00
SPRAY PARK EMPLOYEE BENEFITS	2-72-1200-130	60.23	100.00	39.77
SPRAY PARK SEASONAL EMPLOYEE BENEFIT	2-72-1200-131	0.00	100.00	100.00
SPRAY PARK NON T-4 BENEFITS	2-72-1200-133	171.78	200.00	28.22
SPRAY PARK FREIGHT	2-72-1200-215	0.00	200.00	200.00
SPRAY PARK CONTRACTED REPAIRS	2-72-1200-250	0.00	500.00	500.00
SPRAY PARK INSURANCE	2-72-1200-274	797.67	800.00	2.33
SPRAY PARK GOODS	2-72-1200-500	0.00	500.00	500.00
SPRAY PARK CHEMICALS	2-72-1200-531	0.00	1,400.00	1,400.00
SPRAY PARK POWER	2-72-1200-541	189.62	2,200.00	2,010.38
SPRAY PARK RECOVERIES TO OPERATING	2-72-1200-963	0.00	2,470.00	2,470.00
	TOTAL SPRAY PARK:	1,770.78	10,970.00	9,199.22
KING HUNTER PARK				
KING HUNTER PARK SALARIES	2-72-1300-110	0.00	5,400.00	5,400.00
KING HUNTER PARK SEASONAL SALARIES	2-72-1300-111	0.00	9,600.00	9,600.00
KING HUNTER PARK EMPLOYEE BENEFITS	2-72-1300-130	0.00	500.00	500.00
KING HUNTER PARK SEASONAL EMPL BENEF	2-72-1300-131	0.00	700.00	700.00
KING HUNTER PARK EMP NON T4 BEN	2-72-1300-133	0.00	1,000.00	1,000.00
KING HUNTER PARK REPAIRS & MAINTENAN	2-72-1300-250	0.00	3,000.00	3,000.00
KING HUNTER PARK INSURANCE	2-72-1300-274	169.77	170.00	0.23
KING HUNTER PARK GOODS	2-72-1300-500	0.00	3,000.00	3,000.00
KING HUNTER PARK POWER	2-72-1300-541	258.77	1,700.00	1,441.23
KING HUNTER PARK RECOVERIES TO OPERA	2-72-1300-963	0.00	7,730.00	7,730.00
	TOTAL KING HUNTER PARK:	428.54	32,800.00	32,371.46
SOCCER FIELDS				
SOCCER FIELD SALARIES	2-72-1400-110	0.00	2,700.00	2,700.00
SOCCER FIELD SEASONAL SALARIES	2-72-1400-111	0.00	1,200.00	1,200.00
SOCCER FIELD BENEFITS	2-72-1400-130	0.00	200.00	200.00
SOCCER FIELD SEASONAL BENEFITS	2-72-1400-131	0.00	100.00	100.00
SOCCER FIELD NON T-4 BENEFITS	2-72-1400-133	0.00	500.00	500.00
SOCCER FIELD GOODS	2-72-1400-500	0.00	1,500.00	1,500.00
SOCCER FIELDS POWER	2-72-1400-541	190.48	1,000.00	809.52
SOCCER FIELD RECOVERIES FROM OPERATI	2-72-1400-963	0.00	5,270.00	5,270.00
	TOTAL SOCCER FIELDS:	190.48	12,470.00	12,279.52
MUSEUM				
MUSEUM GAS	2-74-0100-540	16.69	6,100.00	6,083.31
MUSEUM POWER	2-74-0100-541	855.97	3,700.00	2,844.03
MUSEUM GRANT	2-74-0100-770	8,721.72	7,000.00	1,721.72-
	TOTAL MUSEUM:	9,594.38	16,800.00	7,205.62
LIBRARY				
LIBRARY TELEPHONE	2-74-0200-217	185.70	700.00	514.30
LIBRARY ADVERTISING	2-74-0200-220	0.00	800.00	800.00
LIBRARY CONTRACTED REPAIRS	2-74-0200-250	88.00	2,400.00	2,312.00
LIBRARY INSURANCE	2-74-0200-274	5,049.94	3,780.00	1,269.94-
LIBRARY GOODS	2-74-0200-500	0.00	1,200.00	1,200.00
LIBRARY HEATING	2-74-0200-540	1,695.82	5,500.00	3,804.18
LIBRARY POWER	2-74-0200-541	1,308.06	7,900.00	6,591.94
LIBRARY GRANTS	2-74-0200-770	13,502.64	21,600.00	8,097.36
LIBRARY PERSONNEL GRANTS	2-74-0200-771	35,732.69	71,500.00	35,767.31
LIBRARY GROSS RECOVERIES TO OPERATIN	2-74-0200-963	0.00	1,630.00	1,630.00
	TOTAL LIBRARY:	57,562.85	117,010.00	59,447.15
CENTENNIAL PLACE				
RCSC SALARIES	2-74-0800-110	15,169.06	61,200.00	46,030.94

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2024
 To 31/03/2024

Description	Account	YTD Actual	YTD Budget	YTD Variance
RCSC SEASONAL / PART TIME STAFF	2-74-0800-111	9,497.70	49,700.00	40,202.30
RCSC BENEFITS	2-74-0800-130	1,240.20	5,600.00	4,359.80
RCSC SEASONAL / PART TIME BENEFITS	2-74-0800-131	574.91	3,500.00	2,925.09
RCSC NON T4 BENEFITS	2-74-0800-133	1,395.87	10,700.00	9,304.13
RCSC STAFF TRAINING	2-74-0800-212	0.00	700.00	700.00
RCSC FREIGHT	2-74-0800-215	114.54	300.00	185.46
RCSC TELEPHONE	2-74-0800-217	226.11	1,200.00	973.89
RCSC ADVERTISING	2-74-0800-220	0.00	2,700.00	2,700.00
RCSC CONTRACTED PROFESSIONAL SERVICE	2-74-0800-232	519.94	15,800.00	15,280.06
RCSC CONTRACTED REPAIRS	2-74-0800-250	4,365.72	2,200.00	2,165.72
RCSC INSURANCE	2-74-0800-274	10,667.35	7,840.00	2,827.35
RCSC GOODS	2-74-0800-500	1,661.60	10,100.00	8,438.40
RCSC HEATING	2-74-0800-540	3,039.16	10,000.00	6,960.84
RCSC POWER	2-74-0800-541	2,949.54	23,000.00	20,050.46
RCSC WATER - RECOVERIES FROM OPERATI	2-74-0800-963	0.00	1,100.00	1,100.00
RCSC - HFC EQUIPMENT GOODS	2-74-0801-500	318.96	9,000.00	8,681.04
	TOTAL CENTENNIAL PLACE:	51,740.66	214,640.00	162,899.34
COMMUNITY CENTRE				
COMMUNITY CENTRE SALARIES	2-74-0900-110	2,862.78	5,458.00	2,595.22
COMMUNITY CENTRE SEASONAL SALARIES	2-74-0900-111	0.00	1,200.00	1,200.00
COMMUNITY CENTRE BENEFITS	2-74-0900-130	282.04	500.00	217.96
COMMUNITY CENTRE SEASONAL BENEFITS	2-74-0900-131	0.00	100.00	100.00
COMMUNITY CENTRE NON T4 BENEFITS	2-74-0900-133	675.27	1,000.00	324.73
COMMUNITY CENTRE FREIGHT & POSTAGE	2-74-0900-215	0.00	500.00	500.00
COMMUNITY CENTRE TELEPHONE	2-74-0900-217	92.85	400.00	307.15
COMMUNITY CENTRE ADVERTISING	2-74-0900-220	0.00	200.00	200.00
COMMUNITY CENTRE CONTRACTED SERVICES	2-74-0900-232	8,219.13	33,700.00	25,480.87
COMMUNITY CENTRE CONTRACTED REPAIRS	2-74-0900-250	8,358.33	11,300.00	2,941.67
COMMUNITY CENTRE INSURANCE	2-74-0900-274	6,515.42	5,110.00	1,405.42
COMMUNITY CENTRE GOODS	2-74-0900-500	851.23	4,300.00	3,448.77
COMMUNITY CENTRE HEAT	2-74-0900-540	1,762.97	6,500.00	4,737.03
COMMUNITY CENTRE POWER	2-74-0900-541	1,227.46	14,600.00	13,372.54
COMMUNITY CENTRE GROSS REC TO OPERAT	2-74-0900-963	0.00	1,210.00	1,210.00
	TOTAL COMMUNITY CENTRE:	30,847.48	86,078.00	55,230.52
LIONS HALL				
LIONS HALL CONTRACTED REPAIRS	2-74-1000-250	0.00	1,000.00	1,000.00
LIONS HALL INSURANCE	2-74-1000-274	741.90	790.00	48.10
LIONS HALL GOODS	2-74-1000-500	78.16	500.00	421.84
LIONS HALL HEAT	2-74-1000-540	963.48	3,200.00	2,236.52
LIONS HALL POWER	2-74-1000-541	269.64	1,700.00	1,430.36
LIONS HALL WATER - RECOVERIES FROM O	2-74-1000-963	0.00	580.00	580.00
	TOTAL LIONS HALL:	2,053.18	7,770.00	5,716.82
GOVERNMENT REQUISITIONS				
GOVERNMENT REQUISITION - SCHOOL	2-77-0000-741	0.00	661,800.00	661,800.00
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	5,942.70	2,500.00	3,442.70
	TOTAL GOVERNMENT REQUISITIONS:	5,942.70	839,838.00	833,895.30
	TOTAL EXPENDITURES:	1,356,969.20	8,811,791.00	7,454,821.80
	TOTAL REVENUE & EXPENSES:	691,129.70	6,919,457.00	7,610,586.70

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2024
 To 31/03/2024

Description	Account	YTD Actual	YTD Budget	YTD Variance
ASSETS - OPERATING				
FIRE DEPARTMENT				
FIRE MACHINES, EQUIPMENT	8-23-0000-630	0.00	404,600.00	404,600.00
	TOTAL FIRE DEPARTMENT:	0.00	404,600.00	404,600.00
COMMON SERVICES				
COMMON SERV MACHINES, EQUIPMENT	8-31-0000-630	0.00	180,000.00	180,000.00
COMMON SERVICES VEHICLES	8-31-0000-650	56,156.25	60,000.00	3,843.75
	TOTAL COMMON SERVICES DEPARTMENT:	56,156.25	240,000.00	183,843.75
STREETS & ROADS				
S & R ENGINEERING STRUCTURES	8-32-0000-610	31,174.50	5,779,855.00	5,748,680.50
S & R MACHINES, EQUIPMENT	8-32-0000-630	0.00	220,000.00	220,000.00
	TOTAL STREETS & ROADS:	31,174.50	5,999,855.00	5,968,680.50
AIRPORT				
AIRPORT ENGINEERING STRUCTURES	8-33-0000-610	2,617.50	0.00	2,617.50
	TOTAL AIRPORT:	2,617.50	0.00	2,617.50
ECONOMIC DEVELOPMENT				
ECONOMIC DEV MACHINES, EQUIPMENT	8-61-0000-630	0.00	5,000.00	5,000.00
	TOTAL ECONOMIC DEVELOPMENT:	0.00	5,000.00	5,000.00
RECREATION				
RECREATION POOL MACHINES & EQUIPMENT	8-72-0100-630	0.00	15,000.00	15,000.00
RECREATION ARENA BUILDING	8-72-0200-620	0.00	50,000.00	50,000.00
RECREATION CURLING RINK BUILDING	8-72-0400-620	0.00	30,000.00	30,000.00
RECREATION PARKS EQUIPMENT	8-72-0800-630	0.00	100,000.00	100,000.00
RECREATION PARKS VEHICLES	8-72-0800-650	8,562.99	29,000.00	20,437.01
	TOTAL RECREATION:	8,562.99	224,000.00	215,437.01
CULTURE				
LIBRARY BUILDING	8-74-0200-610	0.00	10,000.00	10,000.00
RCSC BUILDING - CENTENNIAL PLACE	8-74-0800-620	0.00	12,000.00	12,000.00
COMMUNITY CENTRE BUILDING	8-74-0900-610	9,778.79	24,000.00	14,221.21
	TOTAL CULTURE:	9,778.79	46,000.00	36,221.21
	TOTAL CAPITAL FINANCES APPLIED:	108,290.03	6,919,455.00	6,811,164.97
	GRAND TOTAL OF ALL ACCOUNTS:	108,290.03	6,919,455.00	6,811,164.97
	REPORT TOTALS:	799,419.73	2.00	799,421.73

*** End of Report ***

Date: April 9, 2024

Agenda Item No: 06.03

Budget Overview

Recommended Motion

That Council accepts the Budget Overview for March 2024 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 2024 Operating and Capital budgets approved by Council at the January 9, 2024 Regular Council Meeting. The capital budget figures have been split from the operating in those departments where capital items are in the budget.

The overview reflects the revenues and expenses to March 31, 2024.

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

Communications

N/A



Financial Implications

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

Policy and/or Legislative Implications

N/A

Attachments

1. Budget Overview – March 2024

Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer

MARCH, 2024		BUDGET OVERVIEW - OPERATING REVENUE & EXPENSES					
Council may use the Revenue & Expense Report (06.02) to review more detailed entries for each department							
2024 BUDGET Adopted January 9, 2024	2024 ACTUAL REVENUES	2024 ACTUAL EXPENSES	REVENUE LESS EXPENSES	2024 BUDGET REVENUES	2024 BUDGET EXPENSES	REVENUE LESS EXPENSES	DIFFERENCE BUDGET TO ACTUAL
GENERAL MUNICIPAL	-165,509			-4,457,802			-4,292,293
DRAW FROM RESERVES				0	0		
REQUISITIONS		5,943			837,338		831,395
DOUBTFUL ACCTS		0			2,500		2,500
CONTINGENCY		0			0		0
			-159,567			-3,617,964	
COUNCIL	0			0			0
COUNCIL		31,611			151,450		119,839
			31,611			151,450	
GENERAL ADMINISTRATION	-7,902			-1,056,800			-1,048,898
ADMINISTRATION		274,266			989,843		715,577
			266,364			-66,957	0
HANNA WAKE PROGRAM	0			-2,000			-2,000
STUDENT EXCHANGE		0			5,000		5,000
			0			3,000	
TAX RECOVERY PROPERTY	0			0			0
TAX RECOVERY PROPERTY		60			0		-60
			60			0	
POLICE	-262			-5,700			-5,438
POLICE		0			148,000		148,000
			-262			142,300	
SAFETY & RISK MANAGEMENT	0			0			0
SAFETY & RISK MNGMNT		277			6,250		5,973
			277			6,250	
FIRE	-3,430			-402,627			-399,197
FIRE		61,901			295,874		233,973
CAPITAL - BUNKER GEAR		0			17,600		17,600
CAPITAL - PORTABLE RADIO		0			45,000		45,000
CAPITAL - SCBA PACKS		0			342,000		342,000
			58,471			297,847	
FIRE - ECETP	-7,946			-12,600			-4,654
FIRE - TRAINING		0			12,600		12,600
			-7,946			0	
EMERGENCY SERVICES	0			0			0
EMERGENCY SERVICES		2,600			13,300		10,700
			2,600			13,300	
BY-LAW ENFORCEMENT	-18,563			-23,200			-4,637
BYLAW		16,241			60,590		44,349
			-2,322			37,390	
DOG CONTROL	-3,825			-4,800			-975
ANIMAL CONTROL		11,537			13,100		1,563
			7,712			8,300	

MARCH, 2024		BUDGET OVERVIEW - OPERATING REVENUE & EXPENSES					
Council may use the Revenue & Expense Report (06.02) to review more detailed entries for each department							
2024 BUDGET Adopted January 9, 2024	2024 ACTUAL REVENUES	2024 ACTUAL EXPENSES	REVENUE LESS EXPENSES	2024 BUDGET REVENUES	2024 BUDGET EXPENSES	REVENUE LESS EXPENSES	DIFFERENCE BUDGET TO ACTUAL
PUBLIC WORKS	-735			-8,100			-7,365
PUBLIC WORKS		171,006			576,248		405,242
CAPITAL - LOADER		0			180,000		
CAPITAL - 1/2 TON TRUCK		56,156			60,000		
			170,271			568,148	
STREETS & ROADS	0			-6,769,884			-6,769,884
STREETS & ROADS		45,976			1,451,929		1,405,953
CAPITAL - DOWNTOWN		31,175			5,779,855		5,748,681
CAPITAL - PLOW TRUCK		0			220,000		220,000
			77,150			461,900	
AIRPORT	-2,100			-21,530			-19,430
AIRPORT		8,169			34,360		26,191
CAPITAL - RUNWAY LIGHTS		2,618		0			-2,618
			8,686			12,830	
WATER							0
TREATMENT	-165,666			-1,268,900			-1,103,234
TREATMENT		120,208			939,600		819,392
LINES & DISTRIBUTION	-55			0			55
LINES & DISTRIBUTION		44,558			312,400		267,842
			-955			-16,900	
SANITARY SEWERS	-42,189			-270,100			-227,911
SEWERS		42,694			199,990		157,296
			505			-70,110	
GARBAGE	-12,812			-74,300			-61,488
GARBAGE		17,400			75,700		58,300
			4,588			1,400	
REGIONAL WASTE SYSTEM	-58,957			-353,900			-294,943
ANNUAL CONTRACT		83,639			353,800		270,161
			24,682			-100	
F.C.S.S.	-23,505			-99,900			-76,395
ADMINISTRATION		7,031			35,921		28,890
PROGRAMS		52,024			140,100		88,076
YOUTH CLUB SUPPORT		3,899		-15,834	20,000		16,101
VAN OPERATIONS		3,833			5,360		1,527
			43,282			101,481	

MARCH, 2024		BUDGET OVERVIEW - OPERATING REVENUE & EXPENSES					
Council may use the Revenue & Expense Report (06.02) to review more detailed entries for each department							
2024 BUDGET Adopted January 9, 2024	2024 ACTUAL REVENUES	2024 ACTUAL EXPENSES	REVENUE LESS EXPENSES	2024 BUDGET REVENUES	2024 BUDGET EXPENSES	REVENUE LESS EXPENSES	DIFFERENCE BUDGET TO ACTUAL
CEMETERY	-760			-18,000			-17,240
CEMETERY		1,228			29,620		28,392
			468			11,620	
MUNCIPAL PLANNING COMM	0			0			0
MPC		0			500		500
			0			500	
COMMERCIAL OFFICE BUILDING	0			0			0
OFFICE BUILDING		1,720			0		-1,720
			1,720			0	
TOURISM	0			0			0
TOURISM		5,811			30,800		24,989
			5,811			30,800	
BUSINESS	0			0			0
& COMMUNICATION		-9,271			176,150		185,421
			-9,271			176,150	
VISITOR INFORMATION	0			0			0
BOOTH		2,837			19,790		16,953
CAPITAL - FREEZER UNIT		0			5,000		
			2,837			19,790	
SUBDIVISION	-37,143			0			37,143
SUBDIVISION		0			0		0
			-37,143			0	
RECREATION	-53,584			-251,798			-198,214
CS BOARD		0			3,500		3,500
RECREATION		27,438			173,140		145,702
			-26,146			-75,158	
SWIMMING POOLS	-190			-97,200			-97,010
POOLS		13,874			255,700		241,826
CAPITAL - JO POOL HEATER		0			15,000		15,000
			13,684			173,500	
ARENA	-38,068			-92,500			-54,432
ARENA		87,144			321,790		234,646
ICE PLANT		5,746			32,400		26,654
CAPITAL - REPLACE BENCHES		0			25,000		
CAPITAL - INTERIOR PAINT		0			25,000		25,000
			54,822			311,690	

MARCH, 2024		BUDGET OVERVIEW - OPERATING REVENUE & EXPENSES					
Council may use the Revenue & Expense Report (06.02) to review more detailed entries for each department							
2024 BUDGET Adopted January 9, 2024	2024 ACTUAL	2024 ACTUAL	REVENUE LESS	2024 BUDGET	2024 BUDGET	REVENUE LESS	DIFFERENCE BUDGET TO
	REVENUES	EXPENSES	EXPENSES	REVENUES	EXPENSES	EXPENSES	ACTUAL
PARKS SHOP	0			0			0
PARKS SHOP		7,154			20,080		12,926
			7,154			20,080	
CURLING RINK	0			-68,000			-68,000
CURLING RINK		19,803			76,750		56,947
ICE PLANT		5,746			32,400		26,654
CAPITAL - WALL REPAIR					10,000		
CAPITAL - INTERIOR PAINT		0			20,000		20,000
			25,549			71,150	
BALL DIAMONDS	0			-4,300			-4,300
BALL DIAMONDS		235			32,060		31,825
			235			27,760	
GOLF COURSE	0			0			0
GOLF COURSE		3,508			3,050		-458
			3,508			3,050	
FOX LAKE PARK	-2,200			-94,606			-92,406
FLP		1,487			78,620		77,133
			-713			-15,986	
PARKS	0			-100,000			-100,000
PARKS		22,667			306,590		283,923
CAPITAL - SKATEPARK		0			100,000		100,000
CAPITAL - DUMP TRUCK/TANK		8,563			29,000		20,437
			31,230			335,590	
SUMMER YOUTH PROGRAM	0			-17,435			-17,435
		780			39,060		38,280
			780			21,625	
SPRAY PARK	0			0			0
SPRAY PARK		1,771			10,970		9,199
			1,771			10,970	
KING-HUNTER PIONEER PARK	0			0			0
KING-HUNTER PIONEER PARK		429			32,800		32,371
			429			32,800	
SOCCER FIELDS	0			-2,500			-2,500
SOCCER FIELDS		190			12,470		12,280
			190			9,970	

MARCH, 2024		BUDGET OVERVIEW - OPERATING REVENUE & EXPENSES					
Council may use the Revenue & Expense Report (06.02) to review more detailed entries for each department							
2024 BUDGET Adopted January 9, 2024	2024 ACTUAL REVENUES	2024 ACTUAL EXPENSES	REVENUE LESS EXPENSES	2024 BUDGET REVENUES	2024 BUDGET EXPENSES	REVENUE LESS EXPENSES	DIFFERENCE BUDGET TO ACTUAL
MUSEUM	0			0			0
MUSEUM		9,594			16,800		7,206
			9,594			16,800	
LIBRARY	0			-10,000			-10,000
LIBRARY		57,563			117,010		59,447
CAPITAL - WATER DIV		0			10,000		10,000
			57,563			117,010	
CENTENNIAL PLACE	-15,653			-90,476			-74,823
CENTENNIAL PLACE		51,741			214,640		162,899
CAPITAL - SECURITY SYSTEM		0			12,000		12,000
			36,088			136,164	
COMMUNITY CENTRE	-3,660			-33,530			-29,870
CENTRE		30,847			86,078		55,231
CAPITAL - TABLES/CHAIRS		9,779			24,000		
			27,187			52,548	
LIONS HALL	-1,125			-2,925			-1,800
LIONS HALL		2,053			7,770		5,717
			928			4,845	
RESERVES	0			0			0
		0			0		0
			0			0	
TOTAL REVENUE	-665,840			-15,731,247			-15,065,408
TOTAL EXPENDITURES		1,465,259			15,731,247		14,265,988
TOTAL SURPLUS (DEFICIT)			799,420			0	

Date: April 9, 2024

Agenda Item No: 06.04

Capital Budget Update

Recommended Motion

That Council accepts the First Quarter Capital Budget Update, dated March 2024 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 January 9, 2024 .

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

Communications

N/A

Financial Implications

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



Policy and/or Legislative Implications

N/A

Attachments

1. Capital Budget Update – March 2024

Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer

2024 FIRST QUARTER CAPITAL BUDGET UPDATE

EFFECTIVE MARCH 31, 2024

Budget Adopted January 9, 2024

DEPARTMENT & ITEM	STATUS	EXPENSED	BUDGET	DIFFERENCE
FIRE DEPARTMENT				
BURN TOWER OUTDOOR FLAMMABLE PROPS	Ordered 50% deposit funded by Hanna Fire Association	220,000	440,000	220,000
EQUIPMENT - BUNKER GEAR - 4 Sets			17,600	17,600
PORTABLE RADIO REPLACEMENT		0	45,000	45,000
SCBA PACKS		0	342,000	342,000
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	Carried forward from 2023	0	27,000	27,000
RESCUE TRUCK BALANCE	Complete, some loose equipment still to purchase	535,110	590,000	54,890
PUBLIC WORKS				
LOADER	Reviewing Quotes	0	180,000	180,000
1/2 TON TRUCK	Purchased	56,156	60,000	3,844
STREETS & ROADS				
INFRASTRUCTURE PROGRAM	Tender Awarded	31,175	5,779,855	5,748,681
SANDING / PLOW TRUCK	Preparing RFP Document	0	220,000	220,000
AIRPORT				
RUNWAY LIGHTS Carried forward from 2023		2,618	0	-2,618
CEMETERY				
COLUMBARIUM Carried forward from 2023	Sunset Memorials 50% Deposit will be delivered Spring 2024	0	0	0
VIC				
FREEZER UNIT	Ordered with the Community Centre Renovation Project Equipment	0	5,000	5,000
POOL				
POOL HEATER - JUNIOR OLYMPIC POOL \$15,000 in Reserve funds		0	15,000	15,000
ARENA				
BLEACHER BENCHES		0	25,000	25,000
INTERIOR PAINTING	Quote approved - Painting this summer	0	25,000	25,000

2024 FIRST QUARTER CAPITAL BUDGET UPDATE

EFFECTIVE MARCH 31, 2024

Budget Adopted January 9, 2024

DEPARTMENT & ITEM	STATUS	EXPENSED	BUDGET	DIFFERENCE
CURLING RINK				
WEST INTERIOR WALL REPAIR		0	10,000	10,000
INTERIOR PAINTING		0	20,000	20,000
PARKS				
SKATEPARK UPGRADES	Equipment Ordered	0	100,000	100,000
DUMP TRUCK WITH TIP DECK		0	20,000	20,000
WATER TANK AND PUMP	Purchased	8,563	9,000	437
LIBRARY				
NORTH SIDE WATER DIVERSION \$10,000 in Reserve Funds		0	10,000	10,000
RCSC				
UPGRADE SECURITY SYSTEM	Quote Accepted	0	12,000	12,000
COMMUNITY CENTRE				
VINAL COVERED CHAIRS (125)	Purchased	9,779	12,000	2,221
ROUND TABLES (45)	Investigating Options		12,000	12,000
TOTAL CAPITAL		863,400	8,028,455	7,165,055

Date: April 9, 2024

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

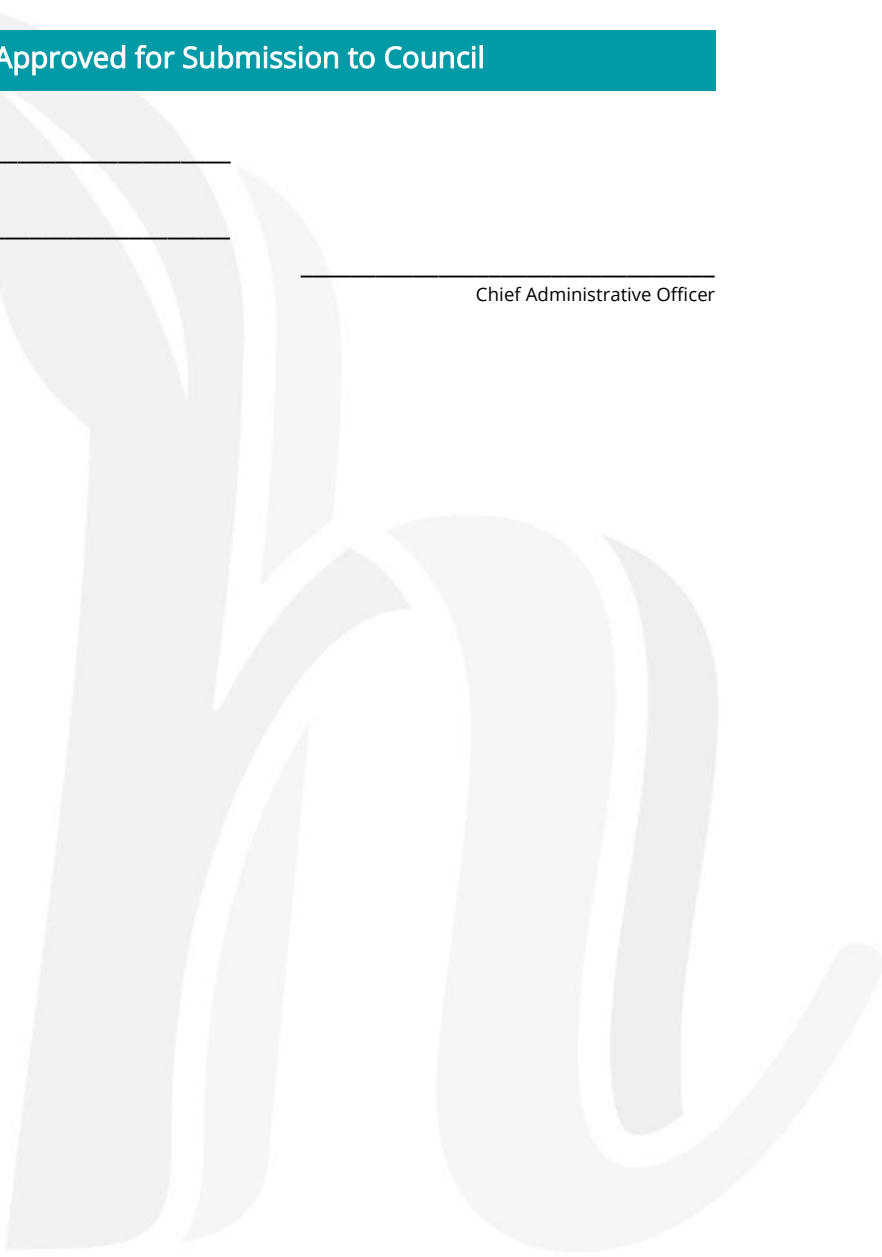
- 1. Chief Administrative Officer - will provide at the meeting
 - a. Community Services Foreman
 - b. Community Services Coordinator
- 2. Director of Business & Communication
- 3. Director of Public Works

Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer



April 2024 COUNCIL REPORT

KEVIN OLSEN – COMMUNITY SERVICES FACILITIES MANAGER

Arena

Curling rink pump turned off Mar 25

Arena pump turned off Mar 27

Ice will be out Mar 28

Following weeks for Lacrosse prep

Removing advertising and sound baffles to prep for painting at beginning of May

Parks / Cemetery

Planning for a drought year. Modified irrigation, planting etc

All summer positions for Parks have been filled.

Have been contacted by Minor Ball re: season needs and Spring Cleanup

Centennial Place

Swimming Pool / Spray Park

Parks Shop

Prepping and planning for Spring work

Lions Hall

Other

Community Centre kitchen project has been slow and drug out. Local contractors have done well to maintain pace and timeline despite poor communication from CRS Kitchen Systems

Some of the equipment showed up April 1st, remainder should be here April 8th.

Volunteer Appreciation Night

The Town is partnering with Lynks to host our annual Volunteer Appreciation Night on Thursday, April 18th. All welcome! Details and registration information below:

A green poster for a 'Volunteer Appreciation Evening'. At the top left, it says 'You're invited!' in a white, cursive font. The main title 'Volunteer Appreciation Evening' is in large, pink, outlined letters. Below the title, it says 'Jointly hosted by the Town of Hanna and Lynks' in a black, cursive font. The event details are: 'Thursday, April 18th - Provincial Building', 'Doors Open and Light Refreshments 6:00pm', and 'Program/Presentation of Volunteer Award 6:30 pm'. There are three logos: 'VOLUNTEER ALBERTA' (a stylized 'VA' logo), 'TOWN OF HANNA' (a stylized 'h' logo), and 'Alberta Government' (the provincial logo). At the bottom, it says 'Register for your free ticket before April 15th by calling: 403-854-2099 or emailing connect@lynkscommunity.com'. The bottom edge of the poster features a row of pink and white tulips.

You're invited!

Volunteer Appreciation Evening

Jointly hosted by the Town of Hanna and Lynks

Thursday, April 18th - Provincial Building
Doors Open and Light Refreshments 6:00pm
Program/Presentation of Volunteer Award
6:30 pm

Register for your free ticket before April 15th by calling: 403-854-2099
or emailing connect@lynkscommunity.com

Emergency Social Services Network of Alberta (ESSNA)

Attended annual in person ESSNA meeting at the Provincial Emergency Coordination Centre in Edmonton. Great opportunity to receive updates and give feedback to the Alberta Emergency Management Agency representatives and to network with the other Emergency Social Services representatives from across the province to share learnings. Received some regional plans from other areas to help inform our ongoing regional work with our partners across Special Areas. In discussion of services offered when evacuations happen or reception centres/warming centres are needed, it has been noted that plans need to differentiate from companion animals and livestock, and that as municipalities adopt bylaws allowing for things like urban hens that there is a need for that licensing process to include that owners must have their own self sustained plan for their fowl in an emergency as our Emergency Social Services are not equipped to accommodate those types of animals.

DAGASHI Day

Our partners in our sister community of Wake, Japan have sent us DAGASHI candy again this year to celebrate DAGASHI Day with the goal of sharing DAGASHI, smiles and peace across the world. We have shared DAGASHI at Lynks during Hot Lunch and with the Kiddies Korner Playschool students. We will be visiting J.C. Charyk later in April to continue the sharing.

EPIC Adventures

Staff has been hired for EPIC Adventures this summer. We are happy to have a returning team, led by manager Sydney McMillin who will be back starting in May to complete the planning and roll out registration ahead of summer.

Drive Happiness

We were able to host Drive Happiness's Volunteer Coordinator Tristan in Hanna last week. We toured her around the community to give her a better understanding of things here in Hanna and took her to meet partners at Lynks and the Library, as well as stopping to visit with several local coffee groups to spread the word about what the program is and how they can get involved, whether as driver or a rider.

COUNCIL REPORT

DATE: April 9 ,2024

PRESENTED BY: Brent Olesen, Director of Public Works

- Since the March 12, 2024, Council meeting, the public works department has been busy with the following items:
 - Water & Sewer
 - There were a few residents who required their water meters to be replaced, these meters froze in the cold weather and were leaking.
 - The water meters were read at the start of the month and now we have been doing some re-reads and high-water consumption inquiries.
 - If the weather stays nice, we will be starting the sewer flushing program probably mid-April.
 - The crew did do a couple days of catch basin steaming for the snow to melt.
 - Road Maintenance
 - We have been working on our road patches topping them off with millings.
 - We have been doing pothole repairs.
 - The sweeper is in Calgary having an inspection, this inspection is done every two years. It required a few repairs, we will start on street sweeping when the sweeper is back, hoping within the next two weeks.
 - Meetings
 - I am attending the Monday morning Director's meetings.
 - Airport
 - We are also continuing our routine maintenance and sewer hauling.
 - Cemetery
 - We had one columbarium service this month.

Date: April 9, 2024

Agenda Item No: 9.01

Emergency Management Report – 2024 - 1st Quarter

Recommended Motion

That Council accepts the Town of Hanna Director of Emergency Management 2024 1st Quarter Report (January – March) 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 2024 – 1st Quarter (January - March) 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 – 2024 – 1st Quarter Report



Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer



COUNCIL REPORT
April 9, 2024

David Mohl, Director of Emergency Management

2024 – 1st Quarter Report

- Met with one of our Alberta Emergency Management field officers in Hanna and reviewed our Municipal Emergency Management Plan.
- Met with the same AEMA field officer as well as Special Areas to review our Regional Emergency Management Plan.
- Hosting our Regional Emergency Management Plan partners CAOs and DEMs in Hanna on April 25th to review where we are at in the plan and to plan out the next steps.

Date: April 9, 2024

Agenda Item No: 9.02

Development Permit Report – 2024 1st Quarter

Recommended Motion

That Council accepts the Town of Hanna Development Permit Statistics Report for the 2024 1st Quarter from January to March 2024 for information and thanks Development Officer David Mohl for his presentation this evening.

Background

The Development Officer will be in attendance to present the Town of Hanna Development Permit Statistics for the 1st Quarter (January – March 2024) 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 – 2024 1st Quarter Activity Report



Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer



DEVELOPMENT PERMITS YEAR TO DATE 2024

Permit #	Type of Development	Address	\$ Value
1st Quarter			
D01-24	Sign	201 2nd Avenue West	\$300
D02-24	Construction Change of Use	203 2nd Avenue West	\$0
D03-24	Fence	203 2nd Avenue West	\$2,500
D04-24	Home Occupation - Minor	305 3rd Avenue West	\$0
D05-24	Construction - Renovation	702 Centre Street	\$5,000
D06-24	Home Occupation - Minor	126 Shacker Crescent	\$0
D07-24	Construction - Renovation	600 Roundhouse Road	\$500,000
D08-24	Construction - Renovation	108 Railway Avenue East	\$50,000
D09-24	Construction - Renovation	503 5th Avenue West	\$250,000
D10-24	Home Occupation - Minor	609 Centre Street	\$0
D11-24	Fence	114 7th Avenue East	\$6,000

Date: April 9, 2024

Agenda Item No: 9.03

Hanna Fire Department – 2024 1st Quarter Report

Recommended Motion

That Council accepts the Hanna Fire Department 2024 1st Quarter Report for January – March 2024 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 the 2024 1st Quarter (January – March 2024) 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 – 2024 1st Quarter Activity Report
2. Hanna Fire Department – 2024 1st Quarter Comparison Report



Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer



HANNA FIRE DEPARTMENT

ACTIVITY REPORT

JAN - FEB - MAR

2024

CLASSIFICATION	TOWN #	RURAL #	COMBINED #
Structure Fire	0	0	0
Vehicle Fire	0	0	0
Rescue/MVA	1	6	7
Grass or Feed Fire	0	0	0
Medical Assist	5	0	5
Misc	0	0	0
False Alarm	3	2	5
Total Calls 1st Quarter	9	8	17

Calls 1st Quarter	9	8	17
Calls 2nd Quarter			0
Calls 3rd Quarter			0
Calls 4th Quarter			0

Total Calls 2024	9	8	17
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HANNA FIRE DEPARTMENT

NUMBER OF INCIDENTS MONTHLY & YEARLY COMPARISON

TOWN OF HANNA

Year	2024	2023	2022	2021	2020	2019
Jan	1	5	1	3	9	1
Feb	4	7	4	5	5	1
Mar	4	1	4	7	2	4
April		4	4	2	2	1
May		4	5	8	2	4
June		4	6	6	3	7
July		2	7	2	2	7
Aug		5	9	4	2	2
Sept		6	10	6	3	4
Oct		7	10	7	4	2
Nov		4	14	5	5	2
Dec		5	4	11	3	3

SPECIAL AREAS

2024	2023	2022	2021	2020	2019
1	1	4	2	1	1
1	3	3	4	1	0
0	2	2	3	2	2
	7	2	4	3	7
	3	4	4	5	1
	7	7	9	1	1
	7	3	18	1	5
	7	8	1	7	6
	5	3	9	2	5
	1	4	4	2	4
	2	2	3	2	1
	0	1	1	1	1

ALBERTA TRANSPORTATION

2024	2023	2022	2021	2020	2019
3	4	2	0	3	2
1	1	0	1	2	2
2	2	3	2	1	4
	4	2	2	1	0
	1	4	2	2	0
	2	3	3	0	1
	1	0	6	1	6
	4	2	8	6	2
	4	2	4	4	4
	5	3	4	2	1
	1	4	3	0	0
	3	6	2	3	2

Date: April 9, 2024

Agenda Item No:

09.04

Hanna Municipal Enforcement – 2024 1st Quarter Report

Recommended Motion

That Council accepts the Hanna Municipal Enforcement 2024, 1st Quarter Report for January – March 2024 as information.

Background

The Municipal Enforcement Officer is in attendance to present the Hanna Municipal Enforcement 1st Quarter statistics for January-March 2024 and address any questions Council may have.

2024, 1st Quarter:

Continued development and implementation of Hanna Municipal Enforcement through administrative duties. Responded to complaints received and conducted proactive patrols to identify property's that have neglected to conduct public access sidewalk snow/ice removal. (Weather permitted and schedule dependant) Completed training and certification for Community Peace Officer Induction Program. Uniform items currently ordered: Ballistic Vest and Town of Hanna, Municipal Enforcement Services shoulder flashes.

February 2, 2024: Met with Special Areas Board, Agricultural Fieldman to identify areas of concern for nuisance and noxious weeds that have previously become problematic along the boundary between the Town of Hanna and Special Area No. 2.

February 20, 2024: Community Peace Officer Induction Program was official completion. To include additional certification for: Shotgun Operator's qualification, Radar/ LiDAR speed detection and Emergency Vehicle Operation (Day/Night driving).

March 25, 2024: Submission of the Town of Hanna, "Authorization to Employ a Peace Officer" package to the Government of Alberta, Peace Officer Program.

March 26, 2024: Met with RCMP to identify areas in which improved service delivery would benefit the Town of Hanna.



March 26, 2024: Process implemented for after-hours Animal Control matters. The RCMP have been provided access to the Harvest Sky Animal Rescue (HSAR) when required and outside of the Town of Hanna hours of service. (An on-call rotation can be explored should it be of interest to council and administration.)

Assistance provided to the Special Areas Board Community Peace Officer for 3 dogs found outside of the Town of Hanna limits and involved 2 separate calls for service made to the Town of Hanna and Hanna RCMP by rate payers.

- **2023:** 1 dog found in Special Area No. 2. Fostered/ Re-homed by HSAR.
- **2024:** 2 dogs found in Special Area No. 2. Both dogs returned to the owner.

2nd Quarter intentions: Create Town of Hanna Animal Intake/ Release forms which are readily available to the RCMP, SAB and Town of Hanna personnel.

March 26, 2024: Process implemented for contractor invoice submission to the Town of Hanna. Intended for snow removal and unsightly clean-ups contracted out by Town of Hanna, Municipal Enforcement.

2nd Quarter intentions: Create an invoice template to reflect an inspection date and date of work conducted by contractors. Assist staff to answer questions and provide clarity for rate payer's receiving invoices for work conducted. (Dependent on the parameters of current invoicing process completed by accounts payable.)

March 27, 2024: Delivery of a modern Animal Control Bylaw with an addition of Urban Hen's. Included is the finalized PDF first draft, Volume 1.

2nd Quarter intentions: Amendments to follow as further feedback is received.



Statistics for January-March 2024:

	Animal	Garbage	Business Licence	MGA	Noise	Parking	LUB	Unightly/ Snow	Phone/ Walk-up	Proactive Work	Written Complaint
JAN	20			1	3		1	26	1	25/ 19 DL	1
FEB			4			1	1	6	2	11	
MAR	3	1				1		1	4	1	3
APR											
MAY											
JUN											
JUL											
AUG											
SEP											
OCT											
NOV											
DEC											
TOTAL	23	1	4	1	3	2	2	37	7	56	4

Communications

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

Financial Implications

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

Policy and/or Legislative Implications

Further review of Drafted Animal Control Bylaw.



Attachments

1. CPOIP Certificate of Completion
 - Cadet Training
 - Emergency Vehicle Operations- Day/ Night, Radar
 - LiDAR Speed Detection/ Measurement
2. CPOIP Certificate of Completion
 - Shotgun Operator Qualification
3. CACCF – Alberta Health Services
 - The Trauma-informed Care (TIC) eLearning Series
4. PDF Draft 1, Volume 1- Animal Control Bylaw No. 808-2024

Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer



Congratulations
Tracy Raypold

On completing the requirements for
Community Peace Officer Induction Program

Completion Date: February 20, 2024

C. Clark
Chris Clark
Instructor





Congratulations

Tracy Raypold

On completing the requirements for the
Emergency Vehicle Operators
Course (40hr)

Course Dates: April 3-7, 2023

T. Wiley
Terry Wiley
Instructor

B. Bjornson
Byron Bjornson
Instructor

S. Guy
Shae Guy
Instructor

S. Ashdown
Shane Ashdown
Instructor

C. Clark
Chris Clark
Instructor





Congratulations

Tracy Raypold

On completing the requirements for the
RADAR/LiDAR Operators Course.

Course Dates: May 16-18, 2023

C. Clark
Chris Clark
Instructor



Certificate

of Completion

This is to certify that

Tracy Raypold


has successfully completed the

Service Shotgun Operator's Course

February 23, 2024

AACP Course of Fire Qualification on Phase I – "OO Buck" and Phase II – "Slug"

*Agency: Kardashi Consulting
Course Location: Ponoŋa Fish & Game Gun Range
Course Dates: February 21-23, 2024*


Instructor: *Wes Kardashi*

Accreditation # A-20220318-0034



**Alberta Health
Services**



www.caccf.ca

**Canadian Addiction Counsellors
Certification Federation**
Canada's Addiction Workforce Regulator

**The Trauma-Informed Care (TIC)
eLearning Series.**

This activity is an Accredited Self-Assessment Program (Section 3) as defined by the Maintenance of Certification Program of the Royal College of Physicians and Surgeons of Canada, and approved by the University of Calgary Office of Continuing Medical Education and Professional Development. You may claim a maximum of 3.5 hours (credits are automatically calculated)

Claiming your credits: Visit MAINPORT <https://mainport.royalcollege.ca> to record your learning and outcomes using ID: **00014719**.

Trauma-Informed Care - Introduction	.5 hrs.
Understanding Trauma	.5 hrs.
Recognizing Trauma	.5 hrs.
Trauma & Emotion	.5 hrs.
Implementing Trauma-Informed Care	.5 hrs.
Workplace Trauma Exposure and Self Care	.5 hrs.
Trauma in Children	.5 hrs.

Through an agreement between the Royal College of Physicians and Surgeons of Canada and the American Medical Association, physicians may convert Royal College MDC credits to AMA PRA Category 1 Credits™. Information on the process to convert Royal College MDC credit to AMA credit can be found at www.ama-assn.org/go/internationalcme.

*The Canadian Addiction Counsellors Certification Federation has approved this program for continuing education hours (CEU's) as follows:
The Trauma-Informed Care (TIC) eLearning Series a maximum of 3.5 CEU's.*

Has completed Online

Tracy Raypold

The Trauma-Informed Care (TIC) eLearning Series

- Module 1: Trauma-Informed Care - Introduction
- Module 2: Understanding Trauma
- Module 3: Recognizing Trauma
- Module 4: Trauma & Emotion
- Module 5: Implementing Trauma-Informed Care
- Module 6: Workplace Trauma Exposure and Self-Care
- Module 7: Trauma in Children

Date of Issue: 3/5/2024 for 3.5 Hour(s)

Nickel NCT

Dr. Nicholas Mitchell, MD, FRCPC

Chair, Planning Committee

“ANIMAL CONTROL BYLAW”

A BYLAW IN THE TOWN OF HANNA, IN THE PROVINCE OF ALBERTA, TO REGULATE, CONTROL, LICENSE WILD AND DOMESTIC ANIMALS AND ACTIVITIES IN RELATION TO THEM

WHEREAS the Municipal Government Act, RSA 2000 Chapter M-26, empowers a Municipal Council to pass a Bylaw for municipal purposes respecting the safety, health, and welfare of people, the protection of people and property, to regulate wild and domestic animals, and to provide for the confinements of certain animals within Town, and to regulate and control other animals,

AND WHEREAS the Municipal Government Act, RSA 2000 Chapter M-26, empowers a Municipal Council to impose a fine for infractions of a Bylaw,

AND WHEREAS the Municipal Government Act, RSA 2000 Chapter M-26, empowers a Municipal Council to regulate or prohibit and provide for a system of licenses, permits or approvals,

NOW THEREFORE, the Municipal Council of the Town of Hanna, in the Province of Alberta, duly assembled, enacts as follows:

SHORT TITLE

The Bylaw shall be called the Town of Hanna *"Animal Control Bylaw"*

1. INTERPRETATIONS

“Adjoining Neighbor” means an owner or occupant of a property that is contiguous to a Subject Property along a common property line. If the Subject Property is located on a corner lot, an Adjoining Neighbor includes an owner or occupant of property that is adjacent to the Subject Property across a rear lane, but not across a street.

“Animal” means any bird, chicken, hen, reptile, amphibian, or mammal excluding humans and Wildlife.

“Animal Health Act” means the *Animal Health Act, SA 2007, C A-40.2* including regulations under that statute.

“At Large” means:

- i) an Animal or Animals which are not under the control of a Person responsible by means of a Leash and is or are actually upon property other than the property in respect of which the Owner of the Animal or Animals has the right of occupation, or upon any highway, thoroughfare, street, road, trail, avenue, parkway, lane, alley, square, bridge, causeway, trestle way, sidewalk (including the boulevard portion of the sidewalk), Park or other public place which has not been designated as an Off Leash Area, or
- ii) an Animal or Animals which are under the control of a Person responsible by means of a Leash and which cause damage to Persons, property, or other Animals.

“Attack” means force applied by an Animal to a Person or other Animal consisting of a Bite, puncture, or laceration, resulting in bleeding, sprains, bruising, or multiple injuries.

“Bite” means force applied by an Animal by means of its mouth and teeth upon a Person or other Animal.

“Cemetery” means land within the Town and managed and controlled by The Town that is set apart or used as a place for the burial of dead human bodies or other human remains or in which dead human bodies or other human remains are buried.

“Certified Professional Dog Trainer” means a person specializing in training dogs who is certified by the Certification Council for Professional Dog Trainers.

"Chief Administrative Officer" means a person appointed to a position under the Municipal Government Act, or that persons designate as required.

"Collar" means a band of metal or material, which is of suitable size and strength that may be humanely placed around the neck of an animal.

"Communicable Disease" means a disease that affects animals and may be transmitted to other animals and/or human beings.

"Coop" means a fully enclosed structure intended for the keeping of Hens.

"Coop Run" means a securely enclosed, roofed outdoor area attached to and forming part of a Coop, for Hens to roam.

"Council" means the Council of the Town of Hanna.

"Dangerous Animal" means any animal at any age or sex which:

- i) shows a propensity, disposition or potential to attack or injure, without provocation, humans, or other animals,
- ii) without provocation, chases humans or other animals,
- iii) is a continuing threat of serious harm to humans or other animals,
- iv) without provocation, has attacked humans or other animals,

- v) a Peace Officer determines on reasonable grounds to be a dangerous animal, either through personal observation or based on facts determined after an investigation initiated by a complaint.

"Dog" means either a male or female member of the canine family.

"Feral" means an animal that appears wild in nature and shows no signs of domestication.

"Former Owner" means the Person who at the time of impoundment was the Owner of an animal which has subsequently been sold or destroyed.

"Harness" means straps and fittings that are of suitable size and strength that may be humanely attached to the chest and back of an animal.

"Hen" means an urban female chicken that is at least sixteen (16) weeks of age.

"Hen Keeper" means a person having any right of custody, control, or possession of a Hen.

"Identification" means a functioning and/or clearly readable:

- i) microchip,
- ii) license tag,

iii) vaccination tag,

iv) tattoo,

v) personal tag,

vi) brand,

which is found on an animal and can be traced to current ownership information.

"Kennel" means any person, group of persons, firm or corporation that is an approved and currently licensed establishment, which is engaged in the business or recreation of breeding and/or boarding and/or selling of animals.

"Leash" means a tether no longer than six (6) feet and of suitable strength that may be humanely attached to the collar or harness of an animal, in order that the animal's actions be controlled.

"License and/or Tag" means:

- i) a permanent identification tag issued by the Town showing the license number for a specific dog and that is intended to be worn on a collar or on a harness always attached to the dog when the dog is off the Owner's property,
- ii) a license issued under this Bylaw that authorizes the keeping of Hens in Town.

"Livestock" means such animal that has been domesticated for agricultural use or pets including but not limited to; horse(s), cattle, sheep, swine, goat(s), mule(s), or any other hooved animal, as well as fowls, including pigeons, ducks, and turkeys, but shall not include dogs, cats, or chickens.

"Microchip" means an encoded electronic device implanted in an animal by or under the supervision of a registered veterinarian, which contains a unique code number that provides owner information and is stored in a central database.

"Muzzle" means a humane fastening or covering device of adequate strength placed over the mouth of an animal to prevent it from biting.

"Nest Box" means a box within a coop for the nesting of Hens.

"Owner" means any person, partnership, association, or corporation owning, possessing, having charge of, or care and control, over any animal; or harboring any animal; or suffering or permitting any animal to remain about the Owner's house or premises. For purposes of this Bylaw, an animal may have only one (1) owner.

"Outdoor Enclosure" means a securely enclosed, roofed outdoor area forming part of a coop having a bare earth or vegetated floor for hens to roam, includes but not limited to, all coops, enclosures, henhouses, runs, roosts, and any other accessory building or structure used for the purpose of housing animals or livestock.

"Park" means a public space controlled by the Town and set aside as a park to be used by the public for rest, recreation, exercise, pleasure, amusement, cultural heritage, education, appreciation of nature, and enjoyment and includes:

- i) Playgrounds,

- ii) Cemeteries,
- iii) Natural areas,
- iv) Sports Fields,
- v) Pathways,
- vi) trails, and
- vii) Park roadways,
- viii) School Ground,

But does not include Golf Courses.

"Parkland" means all recreational land areas owned or controlled by the Town, lying within the Town limits, and whether improved in whole or in part, or in its natural state, and includes areas administered by the Town's Parks and Facilities Department and includes buildings or other improvements situated on these land areas.

"Pathway" means a multi-purpose thoroughfare controlled by The Town and set aside for use by pedestrians, cyclists and Persons using wheeled conveyances, which is improved by asphalt, concrete, gravel, or any other surface, whether it is in a park and includes any bridge or structure with which it is contiguous.

“Playground” means land within the Town and controlled by The Town upon which apparatus such as swings, and slides are placed.

"Peace Officer" means a Municipal Enforcement Officer, Animal Control Officer, a Police Officer under the Police Act, a member of a police service under the Police Act, a Peace Officer appointed under the Peace Officer Act for the purposes of this Bylaw and the Traffic Safety Act, A wildlife officer appointed under the Wildlife Act, A forest officer appointed under the Forests Act. Town Council may designate any other Town employee assigned to specific duties related to animal control.

"Permit" means a permit issued under this Bylaw, as indicated under the Municipal Government Act.

“Person” includes any individual, corporation, society, association, partnership, or firm.

“Premises Identification (PID) Number” means a nine-character combination of numbers and letters issued by the Province of Alberta pursuant to the provisions of the *Animal Health Act* to owners of livestock.

"Provincial Offences Procedure Act" means the Provincial Offences Procedure Act, RSA 2000, C.P-34 as amended or appealed and replaced from time to time.

"Registered Veterinarian" means a registered veterinarian as defined in the Veterinary Profession Act.

"Residential District" means a designated residential district as per the Town of Hanna Land Use Bylaw.

“Rooster” means a male chicken.

“School Ground” means that area of land adjacent to a school and that is property owned or occupied by the Northern Gateway Public School and includes property owned or occupied with another party or the Town.

“Sell” means to exchange or deliver for money or its equivalent.

“Service Dog” has the same definition as set out in the *Service Dog Act, S.A. 2007 c.S-7.5* and includes a dog that is in training to become a service dog but does not include dogs that are no longer actively being used as a service dog.

“Severe Injury” includes any injury to a Person or Animal that requires medical attention such as wounds requiring sutures, or other wound repair and closing, or surgery, disfiguring or scarring lacerations, broken bones, severe sprains, or any other similar serious injury, and any other injury as determined to be severe by a Provincial Court of Alberta, board, or Director upon hearing the evidence.

“Sign” means an inscribed board, structure or device serving for advertising or information and includes, without being limited to, freestanding signs, portable signs, and banners.

"SPCA" means the Alberta Society for the Prevention of Cruelty to Animals.

“Sports Field” means land within the Town and controlled by The Town which is set apart and used for the playing of a sport including baseball diamonds, field hockey or cricket pitches, and rugby, soccer, or football fields.

“Subject Property” means a lot or parcel of land in respect of which a Hen License is sought or has been issued.

"Tattoo" means a permanent visible marking on the skin of an animal created by or under the supervision of a registered veterinarian, which contains a unique code of letters and/or numbers that provide owner information recorded by a registered veterinarian and/or the Alberta Veterinarian's Medical Association and its national affiliates.

"Animal Shelter" or "Pound" means the premises designated by the Town for the purpose of impounding and caring for animals seized and/or regulated under this Bylaw.

"Town" means the Town of Hanna.

"Violation Tag" means a Town of Hanna issued notice that alleges an offence and provides a person the opportunity to pay an amount to the town in lieu of prosecution for the offence.

"Violation Ticket" means a violation ticket as defined in the Provincial Offences Procedure Act, R.S.A. 2000, c. P-34.

2. LICENSING

- 2.1 No person shall own, keep, or harbor any dog within the Town limits without a valid and subsisting dog license for that dog.
- 2.2 The owner of every dog over the age of six (6) months in the Town shall obtain a license tag and pay a license fee as set out in **Schedule "A"**, attached to, and forming part of this Bylaw, as amended from time to time.
- 2.3 Approved animal license tags, licenses or hen keeping licenses are issued annually and must be renewed prior to January 30 of each calendar year. An animal with an expired License tag shall be deemed to be not licensed.

- 2.4 To be eligible for the reduced rate for spayed or neutered dogs, the owner must provide written proof from the veterinary facility who performed the procedure, or, alternatively, the owner may supply a statutory declaration declaring that the dog is spayed or neutered.

- 2.5 Every person who becomes the owner of a dog over the age of six (6) months or takes up residence within the Town and who is the owner of the dog which is over the age of six (6) months and which is not currently licensed in accordance with this Bylaw, shall license the same and pay the license fee, within one (1) month after becoming owner of the said dog; or taking up residence within the Town.

- 2.6 In the prosecution or proceedings for a contravention of this Bylaw, the burden of proof relating to the age of the dog shall be upon the owner and unless the contrary is proven, the dog shall be presumed to have attained the minimum age of six (6) months at the time of the charge.

- 2.7 Licenses issued under this Bylaw shall not be transferable from one animal to another or from one owner to another unless prior written approval is received from the Town Administration Office.

- 2.8 Upon payment of the required license fee, the owner will be supplied with a license tag stamped with a number and the year the license is effective for.

- 2.9 The Town or Peace Officer may revoke a license if:
 - i) the applicant fails to comply with any condition of the License,

- ii) the License was issued based on incorrect information or a misrepresentation by the applicant,
- iii) the License was issued in error,
- iv) the Owner breaches a provision of this Bylaw,
- v) a Registered Veterinarian certifies that the Animal is a health risk.

- 2.10 If the license application is rejected, or a license that has been issued is subsequently revoked or cancelled, the owner shall remove the animal from the Town immediately or turn the animal over to the Peace Officer for disposition under this Bylaw, within forty-eight (48) hours of being given written notice that the license application has been rejected or the license has been revoked or cancelled.
- 2.11 If a license tag is lost or stolen, a replacement tag can be purchased by the owner upon making payment of the fee set out in **Schedule "A"** attached to and forming part of this Bylaw.
- 2.12 If a license tag is not associated with current ownership and/or animal information, the license tag shall be deemed invalid.
- 2.13 No person shall be entitled to a license rebate or refund under any provision of this Bylaw.
- 2.14 Every owner shall provide a suitable collar or harness and ensure that the license tag is securely fastened to a collar or harness, which must be always worn by the dog, at all times. *Note: License tags may be removed from the dog during grooming or other situations while on the owner's property.*

- 2.15 Animal owners shall provide the Town with the following information with each application for an animal license:
- i) name, mailing address, street address, telephone contact number(s) of owner(s) and be of at least eighteen (18) years of age,
 - ii) name, age, and explicit detail of breed,
 - iii) description of dog to be licensed,
 - iv) any other information as required with respect to the application.
- 2.16 The Town Administration Office shall keep a record of all animal licenses pursuant to this Bylaw.
- 2.17 Every owner shall notify the Town of their change of address within fifteen (15) days of the change of residency.

Maximum Numbers

- 2.18 No person shall keep or harbor more than three (3) dogs of whatever sex, whether licensed or not and aged six (6) months or more, at one and the same time, in any house, shelter, room or place within the Town.
- 2.19 Within limits of the Town, subsection 2.18 of this Bylaw shall not apply to:

- i) any premises lawfully used for the care and treatment of animals operated by and in charge of a Registered Veterinarian,
- ii) any premises that may be temporarily used for the purpose of an animal show,
- iii) an organization that is offering a recognized training or obedience class for animals,
- iv) any person in possession of a valid business license to operate a pet store, animal grooming parlor, or kennel if said person adheres to said business license conditions,
- v) dogs accompanying persons temporarily in the Town on business or vacation for a period not exceeding fourteen (14) days, or such longer periods as may be authorized by written permission from the Town.

Kennels

2.20 No person shall operate a kennel in any residential district in the Town.

3. DANGEROUS ANIMALS

3.1 The Town will NOT permit or license any dangerous animals within the community.

- 3.2 If an animal is designated as a dangerous animal, as defined under this Bylaw, the existing license(s) shall be revoked, and the owner shall remove the dangerous animal from the community as per subsection 2.9 of this Bylaw.

Threatening Behaviors

- 3.3 The owner of an animal shall ensure that such animal does not:
- i) bite, bark at, or chase stock, animals, bicycles, automobiles, or other vehicles,
 - ii) chase or otherwise threaten a person or persons, whether on the property of the owner or not,
 - iii) damage public or private property in any way. The owner of the animal retains the responsibility to repair any such damage caused by their animal, and at their own cost. If the animal owner does not complete their duties under this subsection, the property owner may seek redress through legal action,
 - iv) do any act that injures a person or persons, whether on the property of the owner or not,
 - v) bite, or attack a person or persons, whether on the property of the owner or not,
 - vi) bite, or attack another animal causing severe injury, whether on the property of the owner or not,

- vii) cause death in any way to another animal,
- viii) bite, or attack a person or persons, whether on the property of the owner or not, causing severe injury.

3.4 No owner must use or direct an animal to attack, chase, harass or threaten a person or animal.

Duty to Report Bite

3.5 An owner must make a report to a Hanna Municipal Enforcement Services Peace Officer within twenty-four (24) hours if the owner's animal bites a person or another animal by:

- i) providing the owner's name and the animal's license number to the person who was bit or whose animal was bit and,
- ii) filling out an Animal Bite Report, providing the owner's name and the animal's license number to a Peace Officer or the Town, with all details of the event.

4. OWNERS RESPONSIBILITIES

Keeping Animals Under Control

4.1 This section shall apply to all animals except where explicitly referring to certain animals.

- 4.2 No owner shall suffer, permit, or allow for any reason any animal to be at large within the Town.
- 4.3 Unless a visible sign indicates that the area has been designated as an off-leash area an owner shall always keep the owner's dog on a leash.
- 4.4 Each animal owner or person in care or control of an animal shall always keep the owner's dog under control.
- 4.5 No owner shall permit their animal, other than a leashed dog, to be on parkland areas.
- 4.6 Subsection 4.5 does not apply when the animal is in a bona fide show, contest or other event at a place and time approved by the Town.
- 4.7 A female animal in heat shall be confined within the owner's residence or taken to a licensed kennel during the entire period that the animal is in heat; except that a female dog on a leash may be allowed outside the said residence for the sole purpose of permitting the dog to defecate and/or urinate on the premises of the owner.

Removing Excrement

- 4.8 Each animal owner or person in care or control of an animal that is off the owner's property must remove any feces from their animal immediately.

- 4.9 Animal owner's must be equipped with a suitable bag, scooper, or other means of completely removing an animal's defecation. Disposal of such feces must be contained in a suitable container and must be disposed of in a sanitary manner.
- 4.10 Residences or grounds where any animals are kept shall always be maintained in a clean, sanitary, and inoffensive condition, to the satisfaction of a Peace Officer.
- 4.11 An owner of a registered guide dog, or a person being assisted by a registered guide dog is not subject to the obligations imposed in subsection 4.9 of this Bylaw, however, shall obtain assistance from another person to help ensure the owner meets the requirements set out in subsection 4.9.

Nuisances

- 4.12 The owner of an animal must ensure that such animal does not upset any waste receptacles or scatter the contents thereof either in or about a street, lane, or other public property or in or about premises not belonging to or in the possession of the owner of the animal.
- 4.13 No person shall, but not limited to, tease, torment, annoy, abuse, injure or provoke any animal.
- 4.14 No person shall negligently or willfully open any gate, door, or other opening in fence, untie, loosen, or otherwise release and free any animal thereby allowing said animal to be at large.

Noise

4.15 No owner shall suffer, permit, allow or for any reason have their animal to bark or howl excessively or in any other manner to disturb the peace of any person consistently and grievously. The onus is on the complainant to show that the animal in question is the source of the disturbance.

- i) Complaints can be submitted to the Town by completing a complaint form at the Town Administration Office or submitting one online on the Town' website at www.hanna.ca,
- ii) A completed Animal Noise Tracking Form will be required to investigate animal noise complaints, which are available at the Town Administrative Office, on the Town website at www.hanna.ca, or by contacting Hanna Municipal Enforcement Services at admin@hanna.ca.

Unattended Animals

4.16 The owner of an animal must ensure that such animal is not left unattended while tethered or tied on premises where the public has access, whether the right of access is express or implied.

4.17 The owner of an animal must ensure that such animal is not left tethered or tied up in a residential yard unless the owner is always outside with the animal, or the owner is able to always maintain visual view of the animal.

- 4.18 The owner of an animal must not allow the animal when tethered or tied up in an unfenced or unbarricaded residential yard to get closer than 1.5 meters to the property line.
- 4.19 The owner of an animal left unattended in a motor vehicle must ensure:
- i) the animal is restrained in a manner that prevents contact between the animal and any member of the public, and
 - ii) the animal is not confined in such a manner that places it in a life or health threatening situation by exposure to a period of extreme heat or cold, without proper ventilation or other protection from such heat or cold.

Securing Animals in Vehicles

- 4.20 For the purpose of this subsection, “roadway” means any street or highway, whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles.
- 4.21 An owner must not allow an animal to be outside of the passenger cab of a motor vehicle on a roadway, regardless of whether the motor vehicle is moving or parked.
- 4.22 Notwithstanding subsection 4.21, an owner may allow an animal to be outside the passenger cab of a motor vehicle, including riding in the back of a pickup truck or flatbed truck if the animal is:

- i) in a fully enclosed trailer,
- ii) in a topper enclosing the bed area of a truck, or
- iii) contained in a ventilated kennel or similar device securely fastened to the bed of the truck.

Communicable Diseases

- 4.23 An owner of an animal suspected of having a communicable disease or rabies must immediately report the matter to The Canadian Food Inspection Agency or Alberta's Medical Officer of Health, and to the Town.
- 4.24 In the event of an animal suspected of having rabies, or an outbreak, or threatened outbreak of a communicable disease affecting animals, which may be transmitted to human beings or between animals, the owner shall confine the animals, humanely, entirely for not less than ten (10) days to the owner's premises, in such a manner to prevent further spread of the disease.
- 4.25 If an owner cannot humanely confine or quarantine an animal to their premises, in such a manner to prevent further spread of any communicable disease, the owner shall transport the animal to a Registered Veterinarian, for quarantine at the owner's expense.
- 4.26 When an animal under quarantine has been diagnosed as rabid or suspected by a Registered Veterinarian as being affected by a communicable disease and dies while under observation, a Peace Officer shall notify the Medical Officer of Health and the Town of any reports of human contact, and the diagnosis made of a suspected animal.

- 4.27 During such period of a communicable disease quarantine or humanely confinement as herein mentioned in subsection 4.26, every animal bitten by an animal adjudged to be affected by said disease, shall forthwith be humanely euthanized, or at the owner's expense and option shall be treated for the disease infection by a Registered Veterinarian or held under quarantine by the owner in the same manner as other animals are in quarantine.
- 4.28 Notwithstanding subsection 4.27, If an owner cannot humanely confine or quarantine an animal that has bitten or been bitten by another animal to their premises, in such a manner to prevent further spread of any communicable disease, the owner shall transport the animal to a Registered Veterinarian, for quarantine at the owner's expense.
- 4.29 Except as prescribed in this Bylaw, no person shall kill, or cause to be killed, any animal suspected of being exposed to a communicable disease or any animal which has bitten a human, nor remove the same from the Town limits without written permission from a Peace Officer.
- 4.30 The carcass of any dead animal exposed to a communicable disease shall upon demand, be surrendered to a Peace Officer or disposed of in a manner by directions of a Peace Officer.
- 4.31 A Registered Veterinarian or Peace Officer shall direct the disposition of any animal found to be infected with a communicable disease.

Prohibited Possession of Livestock

4.32 No person shall have or harbor:

- i) any livestock,
- ii) any poisonous snakes, poisonous reptiles, or poisonous insects,
- iii) any animal or species, including the above, deemed dangerous or objectionable in the opinion of the Chief Administrative Officer or designate, or a Peace Officer,

of whatever sex in any public or private property including in any house, shelter, room, or place within the Town.

Essential Needs

4.33 Every owner of an animal shall provide sufficient food, water, care, and medical attention when required, and shelter including protection from the atmospheric elements such as, but not limited to, the sun, snow, rain, hail, wind, cold or hot temperatures, or any other atmospheric or environmental condition which could reasonably be expected to cause an adverse effect on the animal.

4.34 No person shall cause or allow any person to cause cruelty to an Animal, an Animal to be abused, in distress or neglected in any way.

- 4.35 Any alleged distress, abuse, cruelty, or neglect of an animal shall be reported by a resident to the Town or a Peace Officer, by completing a Town complaint form available at the Town Administration Office or the Town' website at www.hanna.ca. A Peace Officer will investigate the matter and/or refer the investigation to the Alberta SPCA. Any penalties assessed by the SPCA shall be in addition to any penalties or fines noted on **Schedule "B"** attached to and forming part of this Bylaw.

5. HEN KEEPING

- 5.1 The purpose of this section is to enable hen keeping as urban agriculture if the Hen Keeper is the holder of a valid Hen License from the Town and always remains in compliance with the provisions of this Bylaw.

Hen License Requirements

- 5.2 A person may keep up to a maximum of four (4) urban Hens per household in Town by, but not limited to:
- i) first contacting all adjoining neighbors and notify them of the intent to apply for a Hen License on the subject property,
 - ii) obtaining a Premises Identification (PID) under the Animal Health Act,
 - iii) completing an Urban Chicken Training Course or equivalent, designed to provide adequate information regarding the successful keeping of chickens in an urban area, and providing a copy of the course completion certificate to the Town,

- iv) demonstrating to the satisfaction of the Town that all adjoining neighbors have been notified of the intent to apply for a Hen License,
- v) providing the Town with information such as a name, address, contact phone number of who will be the Hen Keeper,
- vi) providing the Town, a copy of a Certificate of Title for the Subject Property issued by the Land Titles Office not more than two weeks prior to the date of the application,
- vii) providing the Town, written permission to keep hens on the subject property, from the registered owner of the subject property as shown on the Certificate of Title, if the Hen Keeper is not the registered owner,
- viii) providing the Town, a drawing that shows the location and size of the coop or outdoor structure on the subject property, and associated setbacks from the coop or outdoor structure to the side and rear property lines,
- ix) the Town completing an inspection of the location and size of the coop or outdoor structure on the subject property to ensure all requirements including size have been met.

5.3 No person shall keep or possess a rooster anywhere within Town limits.

Hen License Approval

- 5.4 Once a Hen License is approved by the Town, the Hen Keeper shall pay the required Hen License fee as prescribed in **Schedule "A"** of this Bylaw.
- 5.5 Hen Licenses shall not be reduced or prorated no matter the month of purchase.
- 5.6 A Hen License shall not be refunded or rebated.
- 5.7 A Hen License is not transferrable from one person to another.
- 5.8 A Hen License is not transferrable from one property to another except:
- i) when a licence holder has moved to a new property within the Town, then:
 - ii) the licence holder may apply to transfer the licence; and
 - iii) an inspection of the new property must be carried out to determine the license holder is still able to meet all requirements for a Hen License as set out in this Bylaw at such property.
- 5.9 A Hen License does not take effect until:
- i) the appeal period referenced in subsection 5.14 has expired, if no appeal was received during the appeal period; or

- ii) the Town has decided on any appeal and that decision upholds the issuance of the Hen License, with or without conditions.

5.10 Keeping or building Coops is a development under the *Land Use Bylaw* but, subject to subsection 5.30 of this Bylaw, does not require a development permit if Hen Keeping complies with and is licensed under this Bylaw.

5.11 The Town will notify adjoining neighbors when a Hen License is issued.

5.12 The Town may refuse to issue or renew a Hen License, or may revoke a previously issued Hen License, for any of the following reasons:

- i) an applicant for or holder of a hen license does not meet or has ceased to meet the requirements of this Bylaw,
- ii) an applicant has submitted false information,
- iii) an applicant for or holder of a Hen License has outstanding unpaid fines under this Bylaw or any other Town Bylaw,
- iv) an applicant has previously been the holder of a Hen License that was revoked for non-compliance with this Bylaw, or in respect of which an order has been made under section 645 of *the Municipal Government Act RSA 2000 Chapter M-26*,

- v) an applicant for or holder of a Hen License has been convicted of any offence involving abuse, mistreatment or negligent treatment or keeping of animals; or
- vi) in the opinion of the Town, it is in the public interest to refuse to issue a Hen License.

Appeals

5.13 An appeal lies from a decision of the Town to:

- i) issue a Hen License if the Appellant is an adjoining neighbor,
- ii) impose conditions on a Hen License, if the Appellant is the person who applied for the Hen License or is an adjoining neighbor,
- iii) refuse to issue a Hen License, if the Appellant is the person who applied for the Hen License; or
- iv) revoke a Hen License, if the Appellant is the holder of the Hen License that was revoked.

5.14 An appeal under subsection 5.13 must be in writing, addressed to the Office of the Chief Administrative Officer or Designate, and must be received in that Office not later than 14 days after the decision appealed from is issued.

5.15 An adjoining neighbor may appeal under clause 5.13(i) or 5.13(ii) of this Bylaw only if the grounds of appeal are:

- i) that the keeping of Hens on the subject property is likely to have a materially adverse effect on the health of the adjoining neighbor or of a person living in the premises of the adjoining neighbor; or
- ii) a reason or factor listed in clauses 5.12(i), (ii), (iv) or (v) of this Bylaw.

5.16 As soon as reasonably practicable and in any event not more than 14 days after receiving a notice of appeal the Chief Administrative Officer must appoint a Designate for the purpose of hearing the appeal, and apart from appointing the Designate and providing it with administrative support the Chief Administrative Officer may not be involved in the appeal process.

5.17 The hearing of the appeal shall be scheduled within 30 days after notice of appeal.

5.18 The Town Designate shall provide their decision in writing, with reasons, within 7 business days of the hearing of the appeal. The Designate may:

- i) uphold the original Town' decision,
- ii) vary the decision of the Town, including imposing conditions on a Hen License that differ from any conditions imposed by the Town; or
- iii) overturn the decision of the Town.

5.19 The decision of the Town Designate is final and binding and is not subject to appeal to a Court.

Hen Keeper' Responsibilities

5.20 Hen Keepers must comply with the *Animal Health Act*.

5.21 Hen Keepers and/or owners of a subject property shall:

- i) ensure good husbandry practices where each Hen is provided with food, unfrozen water, shelter, adequate light, ventilation, warmth, veterinary care, and opportunities to scratch, peck, dust-bathe, roost, and socialize with their own kind,
- ii) provide warmth to the Hens through heat lamps, wall insulation, poly-sheeting, seedling heat mats, or other means,
- iii) maintain the Coop in good repair and sanitary conditions, free from vermin and noxious and offensive smells and substances,
- iv) construct and maintain the Coop to prevent rodents from being harbored underneath, within, or within the walls of the Coop, and to prevent access to the Coop by any other animal,
- v) always keep each Hen in a secured area,
- vi) keep each Hen locked in the Coop from sunset on any given day, to sunrise the following day,

- vii) ensure that Hens are kept in the Coop with all openings, such as doors and windows, secured in such a manner that will not allow predators to enter,
- viii) keep food and water containers in the Coop,
- ix) store feed in a fully enclosed, non-penetrable container,
- x) remove leftover feed, trash, and manure, in a timely manner,
- xi) follow biosecurity procedures recommended by the Canadian Food Inspection Agency (CFIA) to reduce potential for disease outbreak,
- xii) ensure Hens are slaughtered or euthanized at an appropriate location or facility, not on the Hen Keeper's or subject property,
- xiii) dispose of the carcass of a Hen deceased by natural causes, by double bagging and bringing it to a Registered Veterinarian, farm, abattoir, or other operation that is lawfully permitted to dispose of Hens,
- xiv) take Hens to a Registered Veterinarian, farm, abattoir, or other operation if Hens are no longer wanted,
- xv) keep Hens for personal use only, and not sell eggs, manure, meat, or any other products derived from Hens; and

- xvi) keep a Hen in an enclosed cage with proper ventilation when actively transporting the Hen.

- xvii) store manure within a fully enclosed container, and store no more than 85 liters (3 cubic feet) of manure on the property at any time,

- xviii) remove all other manure not used for composting or fertilizing and dispose of such appropriately at the Town' landfill.

Coop Requirements

- 5.22 A Coop is only permitted within a fenced side or rear yard of a residential property.

- 5.23 A Coop must be located at grade level, but not over a utility right-of-way.

- 5.24 A minimum Coop indoor floor area of 0.37m² (3.98 ft²) per Hen is required.

- 5.25 A minimum Coop Run outdoor area of 0.93m² (10.1 ft²) per Hen is required.

- 5.26 A Coop must contain a minimum of one (1) nest box for four (4) Hens.

- 5.27 A Coop must contain a minimum of one (1) perch per Hen that is at least 15cm (5.91in) long.

- 5.28 The setbacks of a Coop from property lines and/or other structures within the same property must comply with the minimum requirements outlined in the Town' *Land Use Bylaw* for an accessory building.
- 5.29 The maximum lot coverage of all structures on a property, including a Coop, must comply with the Town' *Land Use Bylaw*.
- 5.30 A development permit is required for a Coop if the floor area and/or height of the Coop does not comply with this Bylaw and/or the requirements of the *Land Use Bylaw* for an accessory building. A separate owner authorization form for the development permit is required if a development permit is required.
- 5.31 The Town has the authority to impose additional site-specific conditions.

6. IMPOUNDMENT AND DISPOSITION

- 6.1 A Peace Officer may capture and/or seize any animal(s) found running at large or running loose, or for the purposes of a Dangerous Animal investigation and may impound said animal(s) in the Animal Shelter.
- 6.2 Any person who captures an animal running at large or takes possession of an at large animal may, after contacting and receiving authorization from a Peace Officer, transport the animal to the Animal Shelter and shall turn the animal over to the Town staff forthwith.
- 6.3 Any person checking in an animal to the Animal Shelter, shall complete an Animal Intake Form, available at the Animal Shelter, providing all pertinent details.

- 6.4 A Peace Officer may enter any private or public land, vehicle, or place, other than a dwelling house without warrant, if necessary, for the purposes of carrying out their duties under this Bylaw.
- 6.5 To assist in the capture or seizure of animal(s) at large or loose, a Peace Officer may utilize live traps, catch poles, snappy snares and/or any other equipment as recommended by the Alberta Veterinarian's Medical Association. Said equipment shall be used in a humane manner.
- 6.6 An animal impounded under subsections 6.1 and 6.2 shall be kept in the Animal Shelter for a period of at least three (3) days excluding Sundays, Mondays, and Statutory Holidays. During this period, any healthy animal may be redeemed by its owner, or agent of the owner, upon full payment of:
- i) the appropriate license fee(s), when an animal is not currently licensed,
 - ii) the boarding fee,
 - iii) any associated medical costs that may have been required,
 - iv) any transportation fees incurred, if applicable,
 - v) the voluntary penalty or specified penalty for an offence or any outstanding offences under this Bylaw,
 - vi) the cost of any veterinary treatment required to treat any animal that is found to be injured when picked up or injured in the process of capture; or

- vii) if the owner does not wish to pay any outstanding penalties for offences under this Bylaw, a violation ticket issued under Part 2 of the *Provincial Offences Procedure Act - RSA 2000 Chapter P-34* may be served on the owner with a mandatory Court date, prior to the release of the animal.

6.7 If no license is issued for the animal, or the required license fee is not paid, or all the conditions of the license have not been met a Peace Officer or the Animal Shelter staff is not obliged to release the animal to the owner until all fees in accordance with **Schedule "A"** and **Schedule "B"** attached to and forming part of this Bylaw, and amended from time to time, are paid in full.

6.8 A Peace Officer who takes custody of an animal pursuant to Section 6.1 shall take all reasonable steps to:

- i) ensure the animal is provided with adequate food, water, care, shelter, and veterinarian treatment, if necessary,
- ii) report any apparent illness, communicable disease, injury, or other unhealthy condition of any animal in custody, to a Registered Veterinarian, and act upon a Registered Veterinarian's recommendation regarding that condition,
- iii) make every reasonable effort to locate the owner of the animal, including a search of the animal's functioning and clearly readable microchip, license tag, vaccination tag, tattoo, personal identification tag, or brand. The Peace Officer shall notify the owner of the actions taken in respect to the animal.

6.9 Town employees acting in the capacity of or assisting Peace Officers under the provisions of this Bylaw shall be responsible for the following:

- i) may capture and transport any animal to the Animal Shelter upon the direction of a Peace Officer,
- ii) feed and water the animals and assure that proper bedding is supplied, and the kennel is maintained in a clean and proper manner, including weekends if required,
- iii) if any fines are applicable, contact a Peace Officer when an owner comes to claim their animal, to serve any violation tags/tickets upon them,
- iv) meet members of the public at the Animal Shelter to secure applicable fees and for release of animals to their owners. The Animal Shelter is closed on Sundays, Mondays, and Statutory Holidays,
- v) transfer any animals to veterinary clinics for either treatment or euthanasia and shall be done using Town vehicles during normal working hours,
- vi) complete an Animal Intake Form, available at the Animal Shelter, and
- vii) call a Peace Officer to deal with any dangerous or vicious animal.

- 6.10 All animals requiring any veterinarian services that have been taken into custody by a Town employee and held in the Animal Shelter shall use:
- i) Valley Veterinary Clinic-Hanna
404 Pioneer Trail
Hanna, AB. T0J 1P0
PH: 403-854-3463
- 6.11 At the expiration of the three (3) days of custody, excluding Sunday, Monday, and Statutory Holidays, any animal not claimed shall become the property of the Town and may be humanely euthanized or adopted to a person other than the owner, as directed by a Peace Officer. If the animal owner is known, and they neglect to claim their animal, pound fees and euthanasia fees shall be charged and invoiced to that owner.
- 6.12 Written permission from a Peace Officer shall be required for either the adoption or euthanasia of any unclaimed animal following the prescribed three (3) day period as described in subsection 6.11.
- 6.13 At the discretion of a Peace Officer, the responsibility for the euthanization of any impounded animal may be delegated to a Registered Veterinarian. Any such action pursuant to this Bylaw shall be done in a humane manner.
- 6.14 Any person who adopts an animal shall obtain full rights and title of said animal, and the right and the title of the former owner shall cease forthwith. No fines shall be required of the new owner regarding the current impoundment, but the new owner shall ensure that the license fees are paid in full, and the animal wears its applicable license tag, if required, always.
- 6.15 If, in the judgment of a Registered Veterinarian, an animal that has been caught or impounded by a Peace Officer:

- i) should be euthanized for humane reasons, and/or
- ii) is feral, dangerous, not adoptable and without any form of identification as defined in this Bylaw,

said animal shall be humanely euthanized by a Registered Veterinarian.

6.16 No action, civil or otherwise, lies against any Peace Officer, Registered Veterinarian, Town Council or Town Staff, or any person acting in good faith and under authority afforded under this Bylaw.

7. ENFORCEMENT

Offence

7.1 Any person who contravenes this bylaw is guilty of an offence.

Continuing Offence

7.2 In the case of an offence that is of a continuing nature, a contravention constitutes a separate offence in respect of each day, or part of a day, on which it continues and a person guilty of such an offence is liable to a fine in an amount not less than that established in this bylaw for each such day.

Owner Liable

7.3 In this section "owner" includes:

- i) any person registered as an owner at the motor vehicle registry,
- ii) if a vehicle is involved in an offence under this bylaw, the owner of that vehicle is guilty of that offence,
- iii) This section does not apply if the owner of the vehicle satisfies the court that, at the time that the vehicle was involved in the offence:
 - a) the owner of the vehicle was not driving or did not park the vehicle, and
 - b) no other person was driving or parked the vehicle with the owner's expressed or implied consent.
- iv) An owner who is guilty of an offence by operation of this section is not liable to imprisonment in respect of that offence or in respect of a default of a fine imposed in respect of that offence.

Vicarious Liability

7.4 For the purposes of this bylaw, an act or omission by an employee or agent of a person is deemed also to be an act or omission of the person if the act or omission occurred during the employee's employment with the person, or during the agent exercising the powers of or performing duties on behalf of the person under their agency relationship.

Corporations and Partnerships

- 7.5 When a corporation commits an offence under this bylaw, every principal, director, manager, employee, or agent of the corporation who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence whether the corporation has been prosecuted for the offence or not.
- 7.6 If a partner in a partnership is guilty of an offence under this bylaw, each partner in that partnership who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence.

Fines and Penalties

- 7.7 A person who is guilty of an offence is liable to a fine in an amount not less than that established in this section, and not exceeding \$10,000, and to imprisonment for not more than six months for nonpayment of a fine.

Violation Tags and Violation Tickets

- 7.8 Any Peace Officer who has reasonable and probable grounds to believe that any person has contravened any provision of this Bylaw, may issue, and serve:
- i) a violation tag allowing a payment of the specified penalty to the Town; or
 - ii) a violation ticket allowing payment according to the provisions of the Provincial Offences Procedures Act.

7.9 Service of a violation tag will be sufficient if it is:

- i) personally served,
- ii) served by regular mail or registered mail to the person or registered owner of the vehicle's last known mailing address,
- iii) attached to or left upon the vehicle in respect of which the offence is alleged to have been committed: or
- iv) left for the person charged at their place of residence with an occupant thereof who appears to be at least 18 years of age or older.

7.10 If a violation ticket is issued in respect to an offence, the violation ticket may:

- i) specify the fine amount established by this Bylaw for the offence; or
- ii) require a person to appear in Court without the alternative of making a voluntary payment.

7.11 A person who commits an offence may:

- i) if a violation tag is issued in respect of an offence; and
- ii) if the violation tag specifies the fine amount established by this Bylaw for the offence; may
- i) in lieu of being prosecuted for the offence, pay the Town of Hanna the penalty specified on the violation tag,

- iv) if a violation ticket is issued in respect of an offence; and
- v) if the violation ticket specifies the fine amount established by this Bylaw for the offence; may
- vi) make a voluntary payment equal to the specified fine by delivering the violation ticket and the specified fine to the Provincial Courthouse specified on the violation ticket.

Obstruction

7.12 A person shall not obstruct or hinder any Peace Officer, Designate or person in the execution or performance of their duties pursuant to this Bylaw.

Compliance Orders

7.13 If the Chief Administrator Officer, Peace Officer or Designate believes on reasonable grounds, that a person is contravening any provision of this Bylaw, they may by written order, require any person responsible for the contravention to remedy it.

7.14 The order may:

- i) direct a person to stop doing something or to change the way the person is doing it,
- ii) direct a person to take any actions or measures necessary to remedy the contravention of the bylaw and, if necessary, to prevent a re-occurrence of the contravention,

- iii) state a time within which the person must comply with the directions,
- iv) state that if the person does not comply with the directions, within a specified time, the Town will take the action or measure.

7.15 A person named in and served with an order issued pursuant to this section shall comply with any action of measure required to be taken within the time specified.

7.16 An order issued pursuant to this section may be served:

- i) by serving it personally to the individual'
- ii) by leaving it for the individual at their apparent place of residence with someone who appears to be 18 years of age; or,
- iii) by regular mail or registered mail addressed to the individual at their apparent place of residence or at any address for the individual on the tax roll of the Town or at the Land Titles registry; and,
- iv) In the case of a corporation:
 - a) by delivering it personally to any director or officer of the corporation,
 - b) by delivering it personally to a person apparently in charge of an office of the corporation at an address held out by the corporation to be its address; or,
 - c) by regular mail or registered mail addressed to the registered office of the corporation.

8. GENERAL

8.1 The Chief Administrative Officer or designate may:

- i) carry out any inspections necessary to determine compliance with this bylaw,
- ii) take any steps or carry out any actions necessary to enforce this bylaw,
- iii) take any steps or carry out any actions necessary to remedy a contravention of this bylaw,
- iv) establish areas where activities restricted by this bylaw are permitted,
- v) establish forms for the purposes of this bylaw,
- vi) issue permits with such terms and conditions as are deemed appropriate,
- vii) establish the criteria to be met for a permit pursuant to this bylaw,
- viii) designate where traffic control devices are to be erected and, for purposes of greater certainty, this includes traffic control devices restricting the speed of vehicles,
- ix) designate crosswalks upon any highway,
- x) designate any intersection, or place on a highway, as a place at which no left-hand turn or no right-hand turn, or both, shall be made,

- xi) designate any intersection, or place on a highway, as a place at which only a left-hand or a right-hand turn shall be made,
- xii) designate any intersection or place on a highway as a place where U-turns are prohibited,
- xiii) designate any highway or portion thereof for one-way traffic only,
- xiv) temporarily close any highway or portion thereof,
- xv) designate "School Zones" and "Playground Zones",
- xvi) designate highways or any portion thereof as passenger or commercial vehicle loading and unloading spaces and set time limits for those spaces,
- xvii) designate any bus loading or unloading zones,
- xviii) designate portions of any highway as no parking or no stopping,
- xix) designate portions of any highway as time limited parking spaces and set time limits for those spaces,
- xx) designate certain parking locations for the exclusive use of persons with disabilities,
- xxi) designate any parking restrictions on property owned by the Town,
- xxii) designate angle parking on any highway or portion thereof,
- xxiii) designate highways as truck routes and Dangerous Goods routes,

- xxiv) designate portions of any highway for the use of bicycles only or where the use of bicycles is prohibited,
- xxv) designate any roadway as one to be divided into traffic lanes of such number as is proper,
- xxvi) prohibit or restrict the movement of vehicles from a private driveway onto a highway or from a highway onto a private driveway where such prohibition or restriction is in the public interest for the regulation of traffic,
- xxvii) close any existing median or divider on a highway,
- xxviii) designate maximum loads for any bridge; and
- xxix) delegate any powers, duties, or functions under this bylaw to an employee of the Town.

Certified Copy of Records

- 8.2 A copy of a record of the Town, certified by the Chief Administrative Officer or designate as a true copy of the original, shall be admitted in evidence as *prima facie* proof of the facts stated in the record without proof of the appointment or signature of the person signing it.

Licenses

- 8.3 A person to whom a license has been issued pursuant to this Bylaw, and any person carrying out an activity otherwise regulated, restricted, or prohibited by this Bylaw pursuant to such license, shall comply with any terms or conditions forming part of the license.

- 8.4 A person shall not make any false or misleading statement or provide any false or misleading information to obtain a license pursuant to this Bylaw.
- 8.5 If any term or condition of a license issued pursuant to this Bylaw is contravened or if a false or misleading statement or false or misleading information was provided to obtain the license, the Chief Administrative Officer or Designate may immediately cancel the license.
- 8.6 A person shall immediately produce any required license or license issued pursuant to this Bylaw when requested to do so by a Peace Officer.

Proof of License

- 8.7 The onus of proving a license or license approval has been issued in relation to any activity otherwise regulated, restricted, or prohibited by this Bylaw is on the person alleging the existence of such a license on a balance of probabilities.

Severability

- 8.8 It is the intention of Council that each separate provision of this Bylaw shall be deemed independent of all other provisions herein and it is the further intention of Council that if any provisions of this Bylaw are declared invalid, all other provisions hereof shall remain valid and enforceable.

Repeals

8.9 The following Bylaw(s) are hereby repealed:

The Animal Control Bylaw #808-1993.

9. EFFECTIVE DATE

This Bylaw shall come into effect upon the day of third and final reading:

Read a first time in Council this _____ day of MONTH YEAR.

Read a second time in Council this _____ day of MONTH YEAR.

Read a third time in Council and passed this _____ day of MONTH
YEAR

Danny Povaschuk

Mayor

Kim Neill

Chief Administrative Officer

SCHEDULE "A"
BYLAW #808-2024 FEES AND CHARGES

Animal Licenses

Dog spayed or neutered	\$30.00 (Annual Fee)
Dog non-spayed or non-neutered	\$100.00 (Annual Fee)
Service Dog	\$Nil Fee
Replacement Tag (lost or stolen	\$10.00 Fee
Hen License	\$50.00 (Annual Fee)

Animal Shelter Fees

1st Offence - licensed	\$20.00
1st Offence - unlicensed	\$50.00 + License
2nd Offence	\$50.00
3rd & subsequent offences	\$100.00
Pound Care Fee (per day or part day)	\$15.00/day

Veterinarian Services

Rabies/Observation/Quarantines	Amount Expended
Exam	Amount Expended
Sedation	Amount Expended
Hospital Unit (suturing, quill removal)	Amount Expended
PARVO Snap Test	Amount Expended
Euthanization	Amount Expended
Animal Body Disposal	Amount Expended

Animal Control Bylaw Schedule "B" - Specified Penalties			
		1st	2nd & Sub.
Section	Description of Offence	Offence	Offences
2. Licensing			
S.2(2.1)	Have/Posses Unlicensed Dog	\$150	\$250
S.2(2.5)	Fail to License Animal w/I Prescribed Time	\$150	\$250
S.2(2.10)	Fail to Remove/Surrender Animal Upon Request Due to License Revoked/Cancelled	\$250	\$500
S.2(2.12)	License Tag Attached to Animal not Associated to Animal/Owner	\$150	\$250
S.2(2.14)	Animal w/o Collar/Tag Attached	\$150	\$250
S.2(2.15)	Fail to Provide Required Information for Animal License Upon Request	\$100	\$200
S.2(2.17)	Owner Fail to Notify Town of their Change of Address w/I 15 Days	\$100	\$200
S.2(2.18)	Keep/Harbor More than 3 Licensed/Unlicensed Dogs in Town	\$150	\$250
S.2(2.20)	Operate Kennel in Residential District of Town	\$250	\$500
3. Dangerous Animals			
S.3(3.1)	Have Dangerous Animal w/I Town	\$500	\$1,000
S.3(3.2)	Fail to Remove/Surrender Dangerous Animal Upon Request Due to License Revoked/Cancelled	\$500	\$1,000
S.3(3.3)(i)	Animal Bite/Bark at/Chase Stock/Animals/Bicycles/Automobiles/Other Vehicles	\$250	\$500
S.3(3.3)(ii)	Animal Chase/Threaten Person	\$250	\$500
S.3(3.3)(iii)	Animal Damage Public/Private Property	\$250	\$500
S.3(3.3)(iv)	Animal(s) do any Act that Injures a Person(s)	\$500	\$1,000
S.3(3.3)(v)	Animal Bite/Attack a Person(s)	\$500	\$1,000
S.3(3.3)(vi)	Animal Bite/Attack Another Animal	\$500	\$1,000
S.3(3.3)(vii)	Animal Cause Death to Another Animal	\$500	\$1,000
S.3(3.3)(viii)	Animal Bite/Attack a Person(s) Causing Severe Injury	\$750	\$1,500
S.3(3.4)	Owner Use/Direct Animal to Attack/Chase/Harass/Threaten another Person(s)/Animal	\$500	\$1,000
S.3(3.5)	Fail to Report an Animal Bite w/I 24hours	\$150	\$250

4. Owners Responsibilities			
S.4(4.2)	Suffer/Permit/Allow Animal to be At Large	\$150	\$250
S.4(4.3)	Fail to Keep Dog on a Leash at All Times in a Non-Off-Leash Area	\$150	\$250
S.4(4.4)	Fail to Ensure Dog is Always Under Control	\$200	\$300
S.4(4.5)	Permit Animal other than a Leashed Dog on Parkland	\$150	\$300
S.4(4.7)	Fail to Confine Female Animal in Heat w/l Owner's Residence	\$200	\$300
S.4(4.8)	Fail to remove Feces Immediately from their Animal	\$150	\$300
S.4(4.9)	Fail to be Equipped with a Suitable Means to Remove Animal's Feces/Fail to Dispose Feces Properly	\$150	\$300
S.4(4.10)	Fail to Maintain Residence/Grounds in a Clean/Sanitary/Inoffensive Manner	\$150	\$300
S.4(4.11)	Owner of Guide Dog Fail to Obtain Assistance From Another to Maintain Residence/Grounds	\$150	\$300
S.4(4.12)	Owner Fail to Ensure Animal Does Not Upset/Scatter Waste from Waste Receptacles	\$150	\$300
S.4(4.13)	Tease/Torment/Annoy/Abuse/Injure/Provoke any Animal	\$200	\$300
S.4(4.14)	Negligently/Willfully Release/Free Any Animal and Allow to Be At Large	\$250	\$500
S.4(4.15)	Permit/Allow Animal to Bark/Howl/Cause Excessive Noise that Disturbs the Peace of an Individual	\$150	\$300
S.4(4.16)	Leave Animal Unattended While tethered/Tied Up on Public Premises	\$150	\$300
S.4(4.17)	Leave Animal Unattended While Tethered/Tied Up in Residential Yard	\$150	\$300
S.4(4.18)	Allow Animal to Get Closer than 1.5 Meters of Property Line While Tethered/Tied Up	\$150	\$300
S.4(4.19)(i)	Fail to Ensure Animal is Properly Restrained When Left Unattended in a Motor Vehicle	\$200	\$300
S.4(4.19)(ii)	Allow/Leave Animal in Vehicle When Weather Conditions Not Suitable/Leave Animal in Distress	\$250	\$500
S.4(4.21)	Allow/Leave Animal Outside of Passenger Cab of Motor Vehicle	\$250	\$500
S.4(4.22)	Fail to Secure Animal Properly	\$300	\$600
S.4(4.23)	Fail to Report a Suspected Animal of Having a Communicable Disease	\$250	\$500
S.4(4.24)	Fail to Confine Animal Suspected of Rabies/Communicable Disease for 10 Days to Owner's Premises	\$250	\$500
S.4(4.25)	Fail to Transport Animal to Vet for Quarantine if Owner Unable to Quarantine to Owner's Premises	\$250	\$500
S.4(4.27)	Fail to Euthanize/Treat Animal for Disease that Bit/Been Bitten By Another Animal	\$250	\$500
S.4(4.28)	Fail to Transport Animal That Bit/Been Bitten to Vet for Quarantine to Prevent Spread of Disease	\$250	\$500
S.4(4.29)	Kill/Cause to Kill Animal Suspected of Communicable Disease/Bit a Human/Unauthorized Removal	\$250	\$500
S.4(4.30)	Fail to Surrender Animal Carcass Exposed to Communicable Disease Upon Demand of Peace Officer	\$250	\$500
S.4(4.32)(i)	Possess/Harbor Livestock w/l Town	\$200	\$300

S.4(4.32)(ii)	Possess/Harbor Poisonous Snakes/Reptiles/Insects w/I Town	\$200	\$300
S.4(4.32)(iii)	Possess/Harbor any Animal/Species Deemed Dangerous/Objectionable w/I Town	\$200	\$300
S.4(4.33)	Fail to Provide Sufficient Food/Water/Care/Medical Attention/Shelter When Required	\$250	\$500
S.4(4.34)	Cause/Allow Animal Cruelty/Animal to Be Abused/in Distress/Neglected	\$500	\$1,000
S.4(4.35)	Fail to Report any Alleged Animal Distress/Abuse/Neglect	\$500	\$1,000

5. Hen Keeping			
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S.5(5.2)	Keep/Possess More than 4 Hens/Fail to Meet Requirements for Hen License in Town	\$250	\$500
S.5(5.3)	Keep/Possess a Rooster in Town	\$250	\$500
S.5(5.9)	Keep/Possess Hen' w/o License Taking Effect/Valid License	\$250	\$500
S.5(5.10)	Keep/Possess Hens in Coop that Doesn't Comply with Bylaw	\$250	\$500
S.5(5.12)	Keep/Possess Hens when Hen License Revoked/Denied	\$250	\$500
S.5(5.20)	Fail to Comply with the Animal Health Act	\$250	\$500
S.5(5.21)(i)	Fail to Provide Each Hen with Sufficient Food/Water/Care/medical Attention/Shelter/ventilation	\$250	\$500
S.5(5.21)(ii)	Fail to Provide Warmth to Hens Through Heat Lamps/Wall Insulation/Poly Sheeting/Other Means	\$250	\$500
S.5(5.21)(iii)	Fail to Maintain Hen Coop in Good Repair/Sanitary Conditions/Free from Vermin/Offensive Odors	\$250	\$500
S.5(5.21)(iv)	Fail to Construct/Maintain Coop to Prevent Rodents from Harboring Underneath/w/i/Other Animals	\$250	\$500
S.5(5.21)(v)	Fail to Keep Each Hen in a Secured Area	\$250	\$500
S.5(5.21)(vi)	Fail to Keep Each Hen Locked Up in Coop from Sunset to Sunrise on Any Given Day	\$250	\$500
S.5(5.21)(vii)	Fail to Ensure Hens are Kept in Coop with all Openings Secured to Prevent Entry of Predators	\$250	\$500
S.5(5.21)(viii)	Fail to Keep Food/Water Containers in Coop	\$250	\$500
S.5(5.21)(ix)	Fail to Store Feed in Fully Enclosed/Non-penetrable Container	\$250	\$500
S.5(5.21)(x)	Fail to Remove Left Over Feed/Trash/Manure in a Timely Manner	\$250	\$500
S.5(5.21)(xi)	Fail to Follow Biosecurity Procedures Recommended by Canadian Food Inspection Agency to Reduce Potential of Disease Outbreak	\$250	\$500
S.5(5.21)(xii)	Fail to Ensure Hens are Slaughtered/Euthanized at an Approved Location/Facility	\$250	\$500
S.5(5.21)(xiii)	Fail to Dispose of a Hens Carcass Deceased by Natural Causes Properly	\$250	\$500
S.5(5.21)(xiv)	Fail to Take Hen(s) to an Approved Location/Facility When No Longer Wanted	\$250	\$500
S.5(5.21)(xv)	Unauthorized Sale of Eggs/Manure/Meat/or Any Other Products Derived from Hens	\$250	\$500

S.5(5.21)(xvi)	Fail to Provide a Hen Proper Ventilation While Transporting	\$250	\$500
S.5(5.21)(xvii)	Fail to Store Manure in a Fully Enclosed Container/Exceed Max Allowable Storage of Manure	\$250	\$500
S.5(5.21)(xviii)	Fail to Remove All/Excessive Manure not Used for Composting/Fertilizing and Dispose Properly	\$250	\$500
S.5(5.22)	Have Coop in Non-fenced Yard/on Residential Property Other than Rear Yard	\$250	\$500
S.5(5.23)	Have Coop Above Grade Level/Over Utility Right-a-way	\$250	\$500
S.5(5.24)	Have Coop Not Meeting Minimum Floor Area Requirements per Hen	\$250	\$500
S.5(5.25)	Have Coop Run Not Meeting Minimum Outdoor Area Requirements per Hen	\$250	\$500
S.5(5.26)	Have Coop w/o the Required Minimum Number of Nest Boxes per Hen	\$250	\$500
S.5(5.27)	Have Coop w/o Required Minimum Number of Perches per Hen/Perch not Meet Size Requirement	\$250	\$500
S.5(5.28)	Setbacks of Coop not Comply with Minimum Distance Requirements of Property Line/Structures	\$250	\$500
S.5(5.29)	Exceed Max Lot Coverage for All Structures, including Coop on Property	\$250	\$500
S.5(5.30)	Fail to Apply for Development Permit when Coop Exceeds Allowable Dimensions	\$250	\$500
S.5(5.31)	Fail to Comply with Additional Site-Specific Conditions Imposed	\$250	\$500

6. Impoundment and Disposition

S.6(6.2)	Fail to Turn Over At Large Animal to the Animal Shelter Forthwith	\$200	\$300
S.6(6.3)	Fail to Complete Animal Intake Form/Provide All Required Information for/on Animal Intake Form	\$150	\$250

7. Enforcement

S.7(7.12)	Obstruct/Hinder/Interfere with Peace Officer/Any Other Person Authorized Under Bylaw	\$500	\$1,000
S.7(7.13)	Fail to Comply with Compliance Order	\$250	\$500

8. General

S.8(8.3)	Fail to Comply with Terms/Conditions of License	\$200	\$300
S.8(8.4)	Make/Provide False/Misleading Statement/Information to Obtain a License	\$500	\$1,000
S.8(8.6)	Fail to Produce a Required License Upon Request of Peace Officer	\$150	\$250

Date: April 9, 2024

Agenda Item No: 09.05

Policy 2024 – 01 Community Services Department Fees & Charges

Recommended Motion

That Council adopts Policy 2024-01 – Community Services Department Fees & Charges to establish fees and charges for facilities, programs, and services, as presented, effective May 1st, 2024, as recommended by the Community Services Board.

Background

The Community Services Board at their March 25, 2024, meeting passed a Resolution recommending that Council approve Policy 2024 – 01 which approves the fees & charges for facilities, programs, and services in the Community Services Department for the 2024 calendar year.

At this meeting the Board conducted a review of fees & charges for the use of Town owned facilities. To assist the Board with this process they referred to a survey of Alberta communities of similar size to Hanna. The survey assisted the Department to provide a thorough review of the rates and fees. The last review of Community Services Rates & Fees took place in March 2023.

Policy 2024 - 01 which provides the schedule of recommended rates and fees is attached. The highlights of the rate adjustments include the following:

- The fees for take effect May 1, 2023.
- Changes or modifications to fees & charges are noted below:
 - **Swimming Pool**
 - Lessons – All lesson fees except for private rentals will remain at 2023 levels. 30-minute private lessons increased from 82.50 - \$85.00- and 60-minute private lessons from \$154.00 - \$155.00.
 - Rentals – No changes.



- Rentals – Seals Swim Club – Increased \$400 from \$5,000 to \$5,400 for the season.
- **Arena**
 - Minor Hockey/Figure Skating – Regular – Increased \$10/hr. from \$90 - \$100/hr.
 - Minor Hockey/Figure Skating – Off Hours – Increased \$10/hr. from \$75 - \$85/hr.
 - Adult – Regular – Increased \$10/hr. from \$140 - \$150/hr.
 - Adult – Tournaments – Increased \$5/hr. from \$120 - \$125/hr.
 - Ladies Drop-in – Increased from free to \$1,000/season
 - Arena Booth Rental – Increased from \$485 - \$500/month
 - Advertising – Wall Sign – Increased from \$275 - \$300/annually
 - Advertising – Ice Logo – Centre ice – Increased from \$1,650 - \$1,700/season
 - Advertising – Ice Logo – Blueline – Increased from \$550 - \$600/season
 - Advertising – Ice Logo – Face-off circle – Increased from \$275 - \$300/season
 - Advertising – Boards – Increased from \$440 - \$475/year
 - Advertising – Ice Resurfacer – Propane – Increased from \$2,200 - \$2,300/season
 - Advertising – Ice Resurfacer Door – Increased from \$550 - \$600/year
- **Curling Rink**
 - No changes.
- **Ball Diamonds**
 - Adult Teams – Increased \$50/season from \$450 - \$500.
 - Minor Ball – No changes.
- **Soccer Fields**
 - Minor Soccer – No changes.
- **Campground – Fox Lake Park**
 - Tent – Increased from \$20 - \$25/night
 - New Rate - Power & Water Site - \$35/night
 - Full Service – Increased \$4/day from \$36 - \$40.
- **Community Centre**
 - Full facility – Increase from \$655/day - \$680/day
 - Wedding Weekend Package – Increased from \$1,250 - \$1,300



- Service clubs – 12 mtgs/year Increased from \$340 - \$350
- New - Commercial Kitchen Rental – Increased from \$25/day – \$35/day
Can be bumped on 48 hours' notice.

- **Lions Hall**
 - No changes

- **Centennial Place**
 - Fieldhouse – Youth Drop-in – Increased from \$3 - \$4
 - Fieldhouse – Adult Drop-in – Increased from \$6 - \$8
 - Fieldhouse – Senior Drop-in – Increased from \$5 - \$6
 - Fitness Centre – Drop-in – Increased from \$12 - \$15
 - Fieldhouse – Punch Card – Youth - Increased from \$30 - \$40
 - Fieldhouse – Punch Card – Adult – Increased from \$60 - \$80
 - Fieldhouse – Punch Card – Senior – Increased from \$50 - \$60
 - Fitness Centre – Punch Card – Increased from \$120 - \$150
 - Annual Pass – Youth - Increased from \$220 - \$240/year
 - Annual Pass – Adult Bronze - Increased from \$330 - \$360/year
 - Annual Pass – Adult Silver - Increased from \$350 - \$385/year
 - Annual Pass – Adult Gold - Increased from \$550 - \$605/year
 - Annual Pass – Adult Platinum - Increased from \$605 - \$660/year
 - Annual Pass – Fitness Trainer Gold - Increased from \$1,080 - \$1,190/year
 - Annual Pass – Fitness Trainer Platinum - Increased from \$1,190 - \$1,300/year
 - Annual Pass – Senior Bronze - Increased from \$275 - \$300/year
 - Annual Pass – Senior Silver - Increased from \$295 - \$325/year
 - Annual Pass – Senior Gold - Increased from \$440 - \$485/year
 - Annual Pass – Senior Platinum - Increased from \$495 - \$545/year
 - Annual Pass – Family Bronze - Increased from \$440 - \$480/year
 - Annual Pass – Family Silver - Increased from \$460 - \$500/year
 - Annual Pass – Family Gold - Increased from \$880 - \$970/year
 - Annual Pass – Family Platinum - Increased from \$990 - \$1,090/year

- **Out of School Care (Epic Adventures)**
 - No changes

- **Miscellaneous**
 - Folding Chair Rental – Increased from \$1.50/chair - \$2.00/chair
 - Picnic Table – Self Pick-up – Increased from \$6/table - \$8/table



- Picnic Table – Delivers – Increased from \$15/table - \$20/table
- **Community Services Van**
 - No changes
- **Airport Rental**
 - No changes

Communications

N/A

Financial Implications

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

Policy and/or Legislative Implications

N/A

Attachments

1. Policy 2024-01 Community Services Department Fees & Charges.
2. 2023-2024 Rate Comparison.

Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer



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

Policy: 2024-01
Supercedes: 2023-01

Authority: **Council**

Approval Date: April 9, 2024
Effective Date: May 1, 2024

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

POLICY STATEMENT

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

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

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

RESPONSIBILITIES

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

STANDARDS & PROCEDURES

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



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

Policy: 2024-01
Supercedes: 2023-01

Authority: **Council**

Approval Date: April 9, 2024
Effective Date: May 1, 2024

SWIMMING POOL

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

2024 Rates:

Single Admissions:

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

All Patrons	Toonie Saturdays	\$2.00
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Plunge Cards

(12 admissions):

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

Season Pass:

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

Swim Lessons:

Group Lessons

Parent & Tot/Preschool*	\$40.00
Swimmer (Level 1-3)*	\$50.00
Swimmer (Level 4-6)*	\$60.00
Rookie/Ranger/Star Patrol	\$70.00
Bronze Medallion & CPR-C	\$185.00
Bronze Cross	\$175.00
Standard First Aid	\$150.00
NL Pool	\$330.00
Swim Instructor	\$335.00

**TOWN OF HANNA
GENERAL POLICY**



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

Policy: 2024-01
Supercedes: 2023-01

Authority: **Council**

Approval Date: April 9, 2024
Effective Date: May 1, 2024

SWIMMING POOL

2024 Rates:

Private Lessons (based upon 5 lessons/ session)
30 Minute Lesson
60 Minute Lesson

\$85.00
\$155.00

Locker Rentals **Add GST**
Small Locker
Large Locker

\$11.00 / Season
\$16.50 / Season

*Plunge Cards and Seasons Pass include access to Aqua Fitness

Pool Rentals

Youth/Family
0-30 People
31-60 People
61+ People

Add GST

\$100.00 / Hour
\$150.00 / Hour
\$185.00 / Hour

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

Add GST

\$145.00 / Hour
\$180.00 / Hour
\$230.00 / Hour

Seals Summer Facility Rental **No GST**

\$5,400.00 / Season

Swim Meet Rate **No GST**

\$100.00 / Hour

SWIMMING POOL - REFUND POLICY

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

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

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

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



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Fees & Charges**

Policy: 2024-01
Supercedes: 2023-01

Authority: **Council**

Approval Date: April 9, 2024
Effective Date: May 1, 2024

ARENA

2024 Rates:

ARENA – SIGNS	Add GST	
Wall Signs	(Calendar Year)	\$300.00 / Year
Ice Logo – Centre Ice	(Per Season)	\$1,700.00 / Year
Ice Logo – Blue Line	(Per Season)	\$600.00 / Year
Ice Logo – Face Off Circle	(Per Season)	\$300.00 / Year
Board Advertising	(Per Season)	\$475.00 / Year
Ice Resurfacers propane supplier	(Per Season)	\$2,300.00 / Year
Overhead Door	(Per Season)	\$600.00 / Year
*Decals and Sign costs not included in advertising rates		

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

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

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

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

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

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

**TOWN OF HANNA
GENERAL POLICY**



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

Policy: 2024-01
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Approval Date: April 9, 2024
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ARENA

2024 Rates:

Public Skating Annual Sponsorship	GST included	\$3,200.00 / Season
Adults:	Add GST	
Regular		\$150.00 / Hour
Tournaments		\$125.00 / Hour
Off Hours		\$120.00 / Hour
Non-Local		\$160.00 / Hour
Ladies Drop-in Hockey		\$1,000.00/season
Minor Hockey:	No GST	
Regular		\$100.00 / Hour
Off Hours		\$85.00 / Hour
Non-Local		\$125.00 / Hour
Figure Skating:	No GST	
Regular		\$100.00 / Hour
Off Hours		\$85.00 / Hour
Non-Local		\$125.00 / Hour
Schools/Day Care		No Charge

*Primetime – Monday through Friday – 4 pm – 11 pm
*Primetime – Weekends and Holidays – 8 am – 11 pm

Concession Booth **Add GST** **\$500.00 / Month**

ARENA - REFUND POLICY

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

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

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



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

Policy: 2024-01
Supercedes: 2023-01

Authority: **Council**

Approval Date: April 9, 2024
Effective Date: May 1, 2024

CURLING RINK

2024 Rates:

CURLING RINK - SUMMER

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

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

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

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

CURLING RINK – REFUND POLICY

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

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

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



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Approval Date: April 9, 2024
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BALL DIAMONDS & SOCCER FIELDS

2024 Rates:

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



Title: **Community Services Department
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Policy: 2024-01
Supercedes: 2023-01

Authority: **Council**

Approval Date: April 9, 2024
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CAMPGROUND

2024 Rates:

FOX LAKE PARK

<p>Camping Fees Tent Non-Serviced Site Power Site (20 or 30 amp) Power & Water Site (New) Full-Service Site</p>	<p>Includes GST</p>	<p>\$25.00 / Night \$25.00 / Night \$30.00 / Night \$35.00 / Night \$40.00 / Night</p>
<p>Camp Kitchen</p>	<p>Includes GST</p>	<p>\$30.00 / Up to 4 Hours \$65.00 / Day \$120.00 / Weekend</p>
<p>Group Camping Check in 2 p.m. & Check out 12 noon Must block book area with kitchen & Sites 19 to 25 only Total amount payable at the time of reservation Fee based on 7 sites per night (power rate) plus camp kitchen No refund if cancelled within one month of date.</p>	<p>Includes GST</p>	<p>\$325.00 / 1 night \$590.00 / 2 nights \$800.00 / 3 nights</p>
<p>(7 x 30 = 210.00 + 65.00 + 50.00) (7 x 30 x 2 = 420.00 + 120.00 + 50.00) (7 x 30 x 3 = 630.00 + 120.00 + 50.00)</p>		<p>\$325.00 / 1 night \$590.00 / 2 nights \$800.00 / 3 nights</p>

CAMPGROUND RENTAL - REFUND POLICY

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

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

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

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

**TOWN OF HANNA
GENERAL POLICY**



Title: **Community Services Department
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<u>COMMUNITY CENTRE</u>	<u>Add GST</u>	<u>2024 Rates:</u>
Entire Facility		\$680.00 /Day
Entire Facility – Wedding Friday at 12:00 noon to Sunday at 3:00 pm		\$1,300.00
Auditorium		\$75.00 / Hour \$500.00 / Day
Stage		\$25.00 / Hour \$70.00 / Day
Large Meeting Room		\$40.00 / Hour \$160.00 / Day
Crafts Room		\$25.00 / Hour \$70.00 / Day
Bar		\$70.00 / Day
Kitchen		\$55.00 / Hour \$150.00 / Day
Barbeque		\$75.00 / Use
Community Kitchen (New) (Can be bumped with 48 hours notice)		\$35.00/day

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

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



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

Policy: 2024-01
Supercedes: 2023-01

Authority: **Council**

Approval Date: April 9, 2024
Effective Date: May 1, 2024

COMMUNITY CENTRE

2024 Rates:

Service Groups

Add GST

1 Meeting / Month
2 Meetings / Month

\$350.00 / Year
\$680.00 / Year

COMMUNITY CENTRE - REFUND POLICY

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

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

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

COMMUNITY CENTRE – FEES WAIVED

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

LIONS HALL

Add GST

2024 Rates:

Entire Facility – Full Day

\$150.00

Entire Facility – Half Day (4 hour maximum)

\$75.00



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

Policy: 2024-01
Supercedes: 2023-01

Authority: **Council**

Approval Date: April 9, 2024
Effective Date: May 1, 2024

CENTENNIAL PLACE

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

2024 Rates:

Field House:

Single Admissions:

Youth	6 -17 Years*	\$4.00
Adult	18 - 64 Years	\$8.00
Senior	65+ Years	\$6.00
Family	Must include 1 Adult	\$15.00

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

Youth*	6 -17 Years	\$40.00
Adult	18 - 64 Years	\$80.00
Senior	65+ Years	\$60.00

Fitness Centre (Includes access to the field house):

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

Walking Track:

Free Access to Public during regular facility operating hours

Facility Rental Rates:

Add GST for all rentals

2024 Rates:

Field House

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

Music/Youth Room

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



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

Policy: 2024-01
Supercedes: 2023-01

Authority: **Council**

Approval Date: April 9, 2024
Effective Date: May 1, 2024

CENTENNIAL PLACE

Add GST to the rental

2024 Rates:

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

\$150.00
\$60.00

ACCESS PASSES

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

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

Youth
Adult
Senior
Family

\$240.00 / Year
\$360.00 / Year
\$300.00 / Year
\$480.00 / Year

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

Adult
Senior
Family

\$385.00 / Year
\$325.00 / Year
\$500.00 / Year

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

Adult/Senior
Adult
Senior
Couple
Fitness Trainer

\$66.00 / Month
\$605.00 / Year
\$485.00 / Year
\$970.00 / Year
\$1190.00 / Year

Platinum Access Fee

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

Adult/Senior
Adult
Senior
Couple
Fitness Trainer

\$82.50 / Month
\$660.00 / Year
\$545.00 / Year
\$1,090.00/Year
\$1,300.00 / Year

Fitness Trainer Pass Fee

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

Trainer must have Gold or Platinum Access
Trainer must have a current accreditation as a Fitness Trainer

\$200.00 / Year



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

Policy: 2024-01
Supercedes: 2023-01

Authority: **Council**

Approval Date: April 9, 2024
Effective Date: May 1, 2024

Swipe Card Replacement (lost/stolen) \$25.00

CENTENNIAL PLACE - REFUND POLICY

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

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

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

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

OUT OF SCHOOL CARE

No GST

2024 Rates:

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

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

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

Boredom Busters/Youth Program (partial day)	\$5.00
---	--------

OUT OF SCHOOL PROGRAM - REFUND POLICY

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

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

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

**TOWN OF HANNA
GENERAL POLICY**



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

Policy: 2024-01
Supercedes: 2023-01

Authority: **Council**

Approval Date: April 9, 2024
Effective Date: May 1, 2024

MISCELLANEOUS RENTALS

Add GST

2024 Rates:

Recreation Staff Man-Hours

As Per Policy 06-01

Chairs

Per Day

\$2.00 / Chair

Picnic Tables Per Table
Pick Up Fee
Delivery Fee

Rate Per Day

\$8.00

\$20.00

AIRPORT

Add GST

Meeting/Workshop area

\$45.00 / Hour

\$175.00 / Day

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

Non Medical travel

Add GST

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

Medical Appointments

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

Cancellation Fee

\$25.00



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

Policy: 2024-01
Supercedes: 2023-01

Authority: **Council**

Approval Date: April 9, 2024
Effective Date: May 1, 2024

SPECIAL EVENT PERMIT POLICY

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

General Statement:

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

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

Parking Requirements:

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

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

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

Fees:

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

**Community Services Department
2023 - 2024 Fee Comparison**

		2023 Rates	2024 Rates	Increase
SWIMMING POOL				
Single Admission				
Youth	6 - 17 Years	\$ 5.00	\$ 5.00	\$ -
Adult	18 - 64 Years	\$ 7.00	\$ 7.00	\$ -
Senior	65+ Years	\$ 6.00	\$ 6.00	\$ -
Family	Must Include Adult	\$ 15.00	\$ 15.00	\$ -
Aqua Fitness		\$ 7.00	\$ 7.00	\$ -
All Patrons	Toonie Saturdays	\$ 2.00	\$ 2.00	\$ -
Plunge Cards (12 Admissions)				
Youth	6 - 17 Years	\$ 50.00	\$ 50.00	\$ -
Adult	18 - 64 Years	\$ 70.00	\$ 70.00	\$ -
Senior	65+ Years	\$ 60.00	\$ 60.00	\$ -
Aqua Fitness		\$ 70.00	\$ 70.00	\$ -
Season Pass				
Youth	6 - 17 Years	\$ 95.00	\$ 95.00	\$ -
Adult	18 - 64 Years	\$ 140.00	\$ 140.00	\$ -
Senior	65+ Years	\$ 95.00	\$ 95.00	\$ -
Family	Must include 1 Adult	\$ 245.00	\$ 245.00	\$ -
Swim Lessons				
Group Lessons				
Preschool/Parent & Tot		\$ 40.00	\$ 40.00	\$ -
Swimmer (Level 1-3)		\$ 50.00	\$ 50.00	\$ -
Swimmer (Level 4-6)		\$ 60.00	\$ 60.00	\$ -
Rookie/Ranger/Star Patrol		\$ 70.00	\$ 70.00	\$ -
Bronze Medallion & CPR-C		\$ 185.00	\$ 185.00	\$ -
Bronze Cross		\$ 175.00	\$ 175.00	\$ -
Standard First Aid		\$ 150.00	\$ 150.00	\$ -
NL Pool		\$ 330.00	\$ 330.00	\$ -
Swim Instructor		\$ 335.00	\$ 335.00	\$ -
Private Lessons (based upon 5 lessons/session)				
30 Minute Lesson		\$ 82.50	\$ 85.00	\$ 2.50
60 Minute Lesson		\$ 154.00	\$ 155.00	\$ 1.00
Locker Rental				
Small Locker	Season	\$ 11.00	\$ 11.00	\$ -
Large Locker	Season	\$ 16.50	\$ 16.50	\$ -
Pool Rentals				
Youth/Family				
0-30 People	Per hour	\$ 100.00	\$ 100.00	\$ -
31-60 People	Per hour	\$ 150.00	\$ 150.00	\$ -
61+ People	Per hour	\$ 185.00	\$ 185.00	\$ -
Adult				
0-30 People	Per hour	\$ 145.00	\$ 145.00	\$ -
31-60 People	Per hour	\$ 180.00	\$ 180.00	\$ -
61+ People	Per hour	\$ 230.00	\$ 230.00	\$ -
Seals Summer Facility Rental	Season	\$ 5,000.00	\$ 5,400.00	\$ 400.00
Swim Meet Rate	Hour	\$ 100.00	\$ 100.00	\$ -

		2023 Rates	2024 Rates	Increase
ARENA				
Arena - Signs				
Wall Signs	Calendar Year	\$ 275.00	\$ 300.00	\$ 25.00
Ice Logo - Centre Ice	Per Season	\$ 1,650.00	\$ 1,700.00	\$ 50.00
Ice Logo - Blue Line	Per Season	\$ 550.00	\$ 600.00	\$ 50.00
Ice Logo - Face Off Circle	Per Season	\$ 275.00	\$ 300.00	\$ 25.00
Board Advertising	Per Season	\$ 440.00	\$ 475.00	\$ 35.00
Ice Resurfacer Propane Supplier	Per Season	\$ 2,200.00	\$ 2,300.00	\$ 100.00
Overhead Door	Per Season	\$ 550.00	\$ 600.00	\$ 50.00
Arena - Summer				
Non Profit or Youth				
More than 4 hours / large event	Per Day	\$ 520.00	\$ 520.00	\$ -
Less than 4 hours / small event	Per Hour	\$ 55.00	\$ 55.00	\$ -
More than 4 hours / small event	Max	\$ 290.00	\$ 290.00	\$ -
Commercial or Adult only event				
More than 4 hours / large event	Per Day	\$ 635.00	\$ 635.00	\$ -
Less than 4 hours / small event	Per Hour	\$ 85.00	\$ 85.00	\$ -
More than 4 hours / small event	Max	\$ 350.00	\$ 350.00	\$ -
Commercial - Non Local	Per Day	\$ 1,200.00	\$ 1,200.00	\$ -
Arena Lobby / Concession (April 1 - September 30)				
Lobby - Non Profit - No concession		No charge	No charge	
Lobby - Other (less than 2 hours)	Per Hour	\$ 60.00	\$ 60.00	\$ -
Lobby - Other (more than 2 hours)	Per Day	\$ 175.00	\$ 175.00	\$ -
Concession - Non Profit	Per Day	\$ 115.00	\$ 115.00	\$ -
Concession - Commercial	Per Day	\$ 175.00	\$ 175.00	\$ -
Concession - Commercial Non Local	Per Day	\$ 350.00	\$ 350.00	\$ -
Arena - Winter				
Public Skating Annual Sponsorship	Season	\$ 3,200.00	\$ 3,200.00	\$ -
Adults - Regular	Per Hour	\$ 140.00	\$ 150.00	\$ 10.00
Adults - Tournaments	Per Hour	\$ 120.00	\$ 125.00	\$ 5.00
Adults - Off Hours	Per Hour	\$ 120.00	\$ 120.00	\$ -
Adults - Non Local	Per Hour	\$ 160.00	\$ 160.00	\$ -
Ladies Drop In Hockey	Season	\$ -	\$ 1,000.00	\$ 1,000.00 **New**
Minor Hockey - Regular	Per Hour	\$ 90.00	\$ 100.00	\$ 10.00
Minor Hockey - Off Hours	Per Hour	\$ 75.00	\$ 85.00	\$ 10.00
Minor Hockey - Non Local	Per Hour	\$ 125.00	\$ 125.00	\$ -
Figure Skating - Regular	Per Hour	\$ 90.00	\$ 100.00	\$ 10.00
Figure Skating - Off Hours	Per Hour	\$ 75.00	\$ 85.00	\$ 10.00
Figure Skating - Non Local	Per Hour	\$ 125.00	\$ 125.00	\$ -
Concession Booth	Per Month	\$ 485.00	\$ 500.00	\$ 15.00

		2023 Rates	2024 Rates	Increase
CURLING RINK				
Curling Rink - Summer				
Non Profit or Youth Association				
More than 4 hours / large event	Per Day	\$ 520.00	\$ 520.00	\$ -
Less than 4 hours / small event	Per Hour	\$ 55.00	\$ 55.00	\$ -
More than 4 hours / small event	Max	\$ 290.00	\$ 290.00	\$ -
Commercial or Adult only events				
More than 4 hours / large event	Per Day	\$ 635.00	\$ 635.00	\$ -
Less than 4 hours / small event	Per Hour	\$ 85.00	\$ 85.00	\$ -
More than 4 hours / small event	Max	\$ 350.00	\$ 350.00	\$ -
Commercial - Non Local		\$ 1,200.00	\$ 1,200.00	\$ -
Curling Rink Lobby / Concession - Summer				
Lobby - Non Profit - No concession		No charge	No charge	
Lobby - Other (less than 2 hours)	Per Hour	\$ 60.00	\$ 60.00	\$ -
Lobby - Other (more than 2 hours)	Per Day	\$ 175.00	\$ 175.00	\$ -
				\$ -
Concession - Non Profit	Per Day	\$ 115.00	\$ 115.00	\$ -
Concession - Commercial	Per Day	\$ 175.00	\$ 175.00	\$ -
Concession - Commercial Non Local	Per Day	\$ 350.00	\$ 350.00	\$ -
BALL DIAMONDS & SOCCER FIELDS				
Adult Teams	Season	\$ 450.00	\$ 500.00	\$ 50.00
Minor Ball	Season	\$ 2,500.00	\$ 2,500.00	\$ -
Minor Soccer	Season	\$ 2,500.00	\$ 2,500.00	\$ -
Ball Diamond & Soccer Fields				
One time user of Diamond or Field	Per Use	\$ 52.00	\$ 52.00	\$ -
	Per Day	\$ 80.00	\$ 80.00	\$ -
	Weekend	\$ 160.00	\$ 160.00	\$ -
Commercial Entertainment	Per Diamond	\$ 145.00	\$ 145.00	\$ -
Concession - Triplex	Per Day	\$ 140.00	\$ 140.00	\$ -
	Per Weekend	\$ 185.00	\$ 185.00	\$ -
Concession - Wes James/Earl Ness	Per Day	\$ 40.00	\$ 40.00	\$ -
	Per Weekend	\$ 75.00	\$ 75.00	\$ -
CAMPGROUND				
Fox Lake Park				
Camping - Tent	Per Night	\$ 20.00	\$ 25.00	\$ 5.00
Camping - Non Serviced Site	Per Night	\$ 25.00	\$ 25.00	\$ -
Camping - Power Site	Per Night	\$ 30.00	\$ 30.00	\$ -
Camping - Power/Water	Per Night		\$ 35.00	\$ 35.00
Camping - Full Service Site	Per Night	\$ 36.00	\$ 40.00	\$ 4.00
Camp Kitchen				
Up to 4 hours		\$ 30.00	\$ 30.00	\$ -
Day		\$ 65.00	\$ 65.00	\$ -
Weekend		\$ 120.00	\$ 120.00	\$ -
Group Camping (7 sites)				
One Night		\$ 325.00	\$ 325.00	\$ -
Two Nights		\$ 590.00	\$ 590.00	\$ -
Three Nights		\$ 800.00	\$ 800.00	\$ -

		2023 Rates	2024 Rates	Increase	
COMMUNITY CENTRE					
Entire Facility	Per Day	\$ 655.00	\$ 680.00	\$ 25.00	
Entire Facility - Wedding	Fri-Sun	\$ 1,250.00	\$ 1,300.00	\$ 50.00	
Auditorium	Per Hour	\$ 75.00	\$ 75.00	\$ -	
	Per Day	\$ 500.00	\$ 500.00	\$ -	
Stage	Per Hour	\$ 25.00	\$ 25.00	\$ -	
	Per Day	\$ 70.00	\$ 70.00	\$ -	
Large Meeting Room	Per Hour	\$ 40.00	\$ 40.00	\$ -	
	Per Day	\$ 160.00	\$ 160.00	\$ -	
Craft Room	Per Hour	\$ 25.00	\$ 25.00	\$ -	
	Per Day	\$ 70.00	\$ 70.00	\$ -	
Bar	Per Day	\$ 70.00	\$ 70.00	\$ -	
Kitchen	Per Hour	\$ 55.00	\$ 55.00	\$ -	
	Per Day	\$ 150.00	\$ 150.00	\$ -	
Barbeque	Per Use	\$ 75.00	\$ 75.00	\$ -	
Community Kitchen	Per Day	\$ -	\$ 35.00	\$ 35.00	**New**
Service Group					
1 Meeting / Month	Per Year	\$ 340.00	\$ 350.00	\$ 10.00	
2 Meetings / Month	Per Year	\$ 680.00	\$ 680.00	\$ -	
LIONS HALL					
Entire Facility	Full Day	\$ 150.00	\$ 150.00	\$ -	
Entire Facility - 4 hours maximum	Half Day	\$ 75.00	\$ 75.00	\$ -	
CENTENNIAL PLACE					
Field House - Single Admissions					
Youth	6-17 Years	\$ 3.00	\$ 4.00	\$ 1.00	
Adult	18-64 Years	\$ 6.00	\$ 8.00	\$ 2.00	
Senior	65+ Years	\$ 5.00	\$ 6.00	\$ 1.00	
Family	Must include 1 Adult	\$ 15.00	\$ 15.00	\$ -	
Punch Card (12 Admissions for the price of 10)					
Youth	6-17 Years	\$ 30.00	\$ 40.00	\$ 10.00	
Adult	18-64 Years	\$ 60.00	\$ 80.00	\$ 20.00	
Senior	65+ Years	\$ 50.00	\$ 60.00	\$ 10.00	
Fitness Centre					
Drop In Fee	Per Day	\$ 12.00	\$ 15.00	\$ 3.00	
Punch Card (12 Admissions for the price of 10)		\$ 120.00	\$ 150.00	\$ 30.00	
Walking Track - Free Access		No charge			
Facility Rentals					
Field House Youth / Family	Per Hour	\$ 50.00	\$ 50.00	\$ -	
Field House Adult	Per Hour	\$ 75.00	\$ 75.00	\$ -	
Music/Youth Room - Youth / Family	Per Hour	\$ 45.00	\$ 45.00	\$ -	
	Per Day	\$ 180.00	\$ 180.00	\$ -	
Music Room - Adult	Per Hour	\$ 50.00	\$ 50.00	\$ -	
	Per Day	\$ 200.00	\$ 200.00	\$ -	
Bounce House	2 hours	\$ 150.00	\$ 150.00	\$ -	
	Each hour thereafter	\$ 60.00	\$ 60.00	\$ -	

		2023 Rates	2024 Rates	Increase
Access Passes				
Bronze - Youth	Per Year	\$ 220.00	\$ 240.00	\$ 20.00
Bronze - Adult	Per Year	\$ 330.00	\$ 360.00	\$ 30.00
Bronze - Senior	Per Year	\$ 275.00	\$ 300.00	\$ 25.00
Bronze - Family	Per Year	\$ 440.00	\$ 480.00	\$ 40.00
Silver - Adult	Per Year	\$ 350.00	\$ 385.00	\$ 35.00
Silver - Senior	Per Year	\$ 295.00	\$ 325.00	\$ 30.00
Silver - Family	Per Year	\$ 460.00	\$ 500.00	\$ 40.00
Gold - Adult/Senior	Per Month	\$ 66.00	\$ 66.00	\$ -
Gold Adult	Per Year	\$ 550.00	\$ 605.00	\$ 55.00
Gold Senior	Per Year	\$ 440.00	\$ 485.00	\$ 45.00
Gold Couple	Per Year	\$ 880.00	\$ 970.00	\$ 90.00
Fitness Trainer	Per Year	\$ 1,080.00	\$ 1,190.00	\$ 110.00
Platinum - Adult/Senior	Per Month	\$ 82.50	\$ 82.50	\$ -
Platinum - Adult		\$ 605.00	\$ 660.00	\$ 55.00
Platinum - Senior		\$ 495.00	\$ 545.00	\$ 50.00
Platinum - Couple		\$ 990.00	\$ 1,090.00	\$ 100.00
Platinum - Fitness trainer		\$ 1,190.00	\$ 1,300.00	\$ 110.00
Fitness Trainer Pass Fee	Per Year	\$ 200.00	\$ 200.00	\$ -
Swipe Card Replacement (lost/stolen)		\$ 25.00	\$ 25.00	\$ -
OUT OF SCHOOL				
Program Fees - Individual	Per Day	\$ 35.00	\$ 35.00	\$ -
	Per Week	\$ 125.00	\$ 125.00	\$ -
	Per Month	\$ 450.00	\$ 450.00	\$ -
Program Fees - Family (per child)	Per Day	\$ 30.00	\$ 30.00	\$ -
	Per Week	\$ 120.00	\$ 120.00	\$ -
	Per Month	\$ 400.00	\$ 400.00	\$ -
Youth Program	Per Day	\$ 5.00	\$ 5.00	\$ -
MISCELLANEOUS RENTALS				
Chairs	Per Chair/Day	\$ 1.50	\$ 2.00	\$ 0.50
Picnic Tables - Self Pickup	Per Table/Day	\$ 6.00	\$ 8.00	\$ 2.00
Picnic Tables - Delivery Fee	Per Table/Day	\$ 15.00	\$ 20.00	\$ 5.00
AIRPORT				
Meeting/Workshop Area	Per Hour	\$ 45.00	\$ 45.00	\$ -
SPECIAL NEEDS VAN				
Non Medical Travel	Per Day	\$ 15.00	\$ 15.00	\$ -
	Plus per KM	\$ 0.15	\$ 0.15	\$ -
	Fuel Cost	charged	charged	
Medical Appointments	Per Day	Waived	Waived	
	Per KM	Waived	Waived	
	Fuel Cost	charged	charged	
Cancellation Fee		\$ 25.00	\$ 25.00	\$ -

Date: April 9, 2024

Agenda Item No: 09.06

Sale – Community Centre Surplus Fabric Chairs

Recommended Motion

That Council authorize the Chief Administrative Officer to accept the offer from the Royal Canadian Legion – Hanna Branch # 25 for the purchase of 210 surplus Community Centre fabric chairs at the price of \$10/chair.

Background

As part of the 2024 approved Town of Hanna Capital Budget there was \$12,000 allocated for the purchase of new vinyl chairs to replace the fabric chairs which were stained and only used for events requiring more than 300 chairs. Fabric chairs are not well-suited for banquet events as they can get dirty and stained and it is a labor-intensive challenge to keep them clean and presentable.

120 new vinyl chairs have been purchased and delivered and the fabric chairs are now surplus. Administration reached out to Hanna Legion representatives to see if they had any interest in the chairs and they have responded with an offer to purchase the chairs for a price of \$10/chair.

Options:

Council has four options available:

1. Accept the offer to purchase from the Hanna Legion in the amount of \$10/chair.
2. Council could donate the chairs to the Hanna Legion at no cost.
3. Council could direct Administration to advertise the chairs for sale through a sealed bid process. Administration does not know what these chairs would be worth on the open market.
4. Council could direct Administration to keep the chairs in storage as surplus.

Communications

N/A



The Royal Canadian Legion
Hanna Branch 25

Box 1407
224 - 2nd Avenue West
Hanna, AB
T0J 1P0
403-854-3673



TOWN OF HANNA

Dear Kim (and council)

We visited the Community Centre recently with Kevin Olsen and inspected the grey chairs that are for sale. These would be a fine addition to our Legion as we have many odd chairs in disrepair. At this time, we are prepared to pay \$10 per chair, up to a maximum of \$2100 for the chairs. Please contact us for further information as required.

Sincerely,

John Akkermans
President
Royal Canadian Legion Branch 25, Hanna
403 854 6437

Don Brinton
Vice President
403 854 8631

Date: April 9, 2024

Agenda Item No: 9.07

Special Council Meeting

Recommended Motion

That Council authorizes a Special Council Meeting to be held on Wednesday, April 24, 2024 at 8:30 a.m. in the Council Chambers of the Town Office for the purpose of approving the 2023 Audited Financial Statements.

Background

The 2023 Town of Hanna Financial Audit was conducted by Ascend Chartered Professional Accountants on March 4 - 6, 2024. The original plan was to have the Audit presentation and approval of the 2023 Financial Statements at the April 9, 2024, Council Meeting but Ascend Representatives indicated they were not going to have the statements finalized and prepared for this date.

It is a requirement of the Municipal Government Act that the Audited Financial Statements be prepared and approved prior to May 1st and made available to the public. In order to meet this deadline Administration has coordinated with Ascend representatives to attend a Special Council Meeting on April 24, 2024.

The scheduled Council Information Meeting will be held immediately following the Special Council Meeting. The meetings cannot be combined as Bylaw 1015-2021, The Council Procedural Bylaw defines the types of Council Meetings and the business that can be transacted. The relevant sections are as follows:

Section 3.18 states that "No matter other than that stated in the notice calling the Special Council Meeting may be transacted at the Meeting unless the whole Council is present at the Meeting and the Council agrees to deal with the matter in question."

Section 3.20 states "Council Information Meetings shall be conducted for the purpose of information sharing and Council shall have no power at such meetings to pass any bylaw or resolution apart from the resolution necessary to approve the agenda for the Meeting, accept items for information, the resolution to move in/out of closed session, or a resolution to refer an item to a Council Meeting."



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

N/A

Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer

Date: April 9, 2024

Agenda Item No: 11.00

Council Reports & Roundtable

Recommended Motion

That Council accepts the Council Reports for information.

Background

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

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

Communications

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

Financial Implications

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

Policy and/or Legislative Implications

N/A



Attachments

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

Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer

COUNCIL REPORT
Council Date: Apr 9, 2024
Prepared by Sandra Beaudoin

MEETINGS ATTENDED:

Meeting: Harvest Sky Economic Dev

Location: Town Office

Date & Time: Mar 12, 2024 10 am

AGM: Reviewed Policies. Update on Economic Development projects: 1. Investment Attraction a) eg. Value Added Ag & Energy production. b) Site Selectors from Prov & Fed Gov't c) SAB Industrial Park d) Exhibition 31 (Ag/Vet Facility project) assistance e) Education Centre with Prairie Land to attract students-no recent discussions f) Alberta Advantage Immigration Program – Rural: assist businesses looking for workers to fill vacant jobs.

Visitor Attraction: Tourism initiatives, partnering with regional Tourism organizations, support regional tourism with private operators, museums, tourism ventures, manage VIC for Town

Resident Attraction: collaborate with other regional organizations to fill needs/attract new housing development.

Information updated on Harvest Sky Economic Development website for public viewing.

Hanna: a) downtown revitalization, community-based transport, highway development (South Hwy 9) b) Upgrades to existing facilities, possibilities for new facilities c) review & upgrade local campgrounds/attract new, private options.

Community Center Kitchen upgrade to be completed soon.

Youngstown: community upgrades (entrances, parks & campgrounds), community kitchen in Youngstown Hall.

Members: Hanna 2 Council reps, SAB #2 2 Council reps, Youngstown 2 Council reps. Each contribute per-capita funds.

Lynks also part of the Board provides accounting support.

Funding for projects is based on grant applications for specific projects.

Meeting: Council Meeting

Location: Council Chamber

Date & Time: Mar 12, 2024 6 pm

Delegations: 1. Hanna Farmers Market re request for discounted Curling Rink rental rates. Only revenue is based on table rentals. Service provided to community with vendors coming to Hanna & local vendors.

2. Stan Hutton: Shared his vision of developing his land on NW of Fox Lake & looking for Town Council Letter of Support. This land falls within Special Areas #2.

Richard Preston appointed to Municipal Planning Commission. HRS Developing Permit approved by Council (S. Beaudoin, Pres. HRS, did not participate in Council discussion & left council for vote). Approved by Council (Direct Control Zoning requires Council to approve any changes). Permit for installing utilities & washrooms with funding from grant applied for by Harvest Sky Economic Development.

Council approved 25% reduced rental rate for Hanna Farmers Market, same rent as 2023.

Special Council meeting Mar 27, 2024 before Info session to select company for Downtown infrastructure/beautification project.

Meeting: Chamber of Commerce

Location: Canalta Hotel

Date & Time: Mar 20, 2024 6:30 pm

Annual General Meeting: Golf Tournament date set for Aug 13, 2024, Business Awards Oct 24, 2024, Light Up Parade Nov 29, 2024. Terry Blocksom with Chamber Group Ins. Announced his retirement & has a replacement line up. Danny Povaschuk joined the Chamber as a Businessman vs. Town Council appointment. Last years events reviewed.

Chamber plans to help encourage public re Downtown businesses during Downtown rehab project.

Meeting: Chamber of Commerce

Location: Council Chamber

Date & Time: Mar 21, 2024 12 pm

Regular meeting

Meeting: Council Info Meeting

Location: Council Chamber

Date & Time: Mar 27, 2024 8:30 am

Review the Tender submissions for the Downtown Infrastructure/Beautification Project. Left @ 10:45 am for a previous commitment.

Meeting: Chamber of Commerce

Location: Chamber Office

Date & Time: Apr 3, 2024 6 – 8 pm

Strategic Planning meeting. Reviewed/discussed some areas where Chamber would like to focus for 2024. How to get businesses to participate & provide feedback/input for Chamber has been a common concern.

UPCOMING MEETINGS:

Meeting: Council Meeting

Location: Council Chamber

Date & Time: Apr 9, 2024 6 pm

Meeting: AHS Virtual Community Mtg

Location: ZOOM

Date & Time: Apr 11, 2024 3-5 pm

Meeting: Council Meeting

Location: Council Chamber

Date & Time: May 14, 2024 6 pm

Meeting: Council Info Session

Location: Council Chamber

Date & Time: May 29, 2024 8:30 am

COUNCIL REPORTS & ROUNDTABLE

Council Date: April 9, 2024

Prepared by: Fred Crowle

Upcoming Meetings:

Meeting: Town Council Meeting
Location: Town Council Chamber
Date & Time: April 9, 2024 6:00 p.m

Meeting: Alberta Health
Location: Hanna Community Centre
Date & Time: April 11, 2024 3:00 - 5:00 p.m.

Meeting: VMHA
Location: Castor Paintearth County Office
Date & Time: April 26, 2024 11:00 a.m.

Meeting: Town Council Information Meeting
Location: Town Council Chambers
Date & Time: April 24, 2024 8:30 a.m.

Town of Hanna Council Reports & Roundtable 2024

Council Meeting Date: April 9th, 2024

Prepared by: Councillor, Angie Warwick

Date: March 14-15th, 2024

Time: ALL DAY

Meeting: Municipal Leaders Conference

Date: March 20, 2024

Time: 9:00-3:00 PM

Meeting: CF Meridian Board Investment/Internal matters

Date: March 21, 2024

Time: 6:30-8:30

Meeting: CF Strategic Loan Fund Management

Date: March 26, 2024

Time: 5:30-8:30 PM

Meeting: CF Preparing for a Natural & Economic Disaster

Date: March 27, 2024

Time: 8:30 AM

Meeting: Council Information Meeting

*Open to the public

Date: March 28, 2024

Time: 5:30-8:30

Meeting: CF Volunteer Attraction, Retention & Succession

Date: April 9, 2024

Agenda Item No: 12.00

Correspondence

Recommended Motion

That Council accepts Correspondence items 12.01 – 12.03 for information.

Background

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

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

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

Communications

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

Financial Implications

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



Policy and/or Legislative Implications

N/A

Attachments

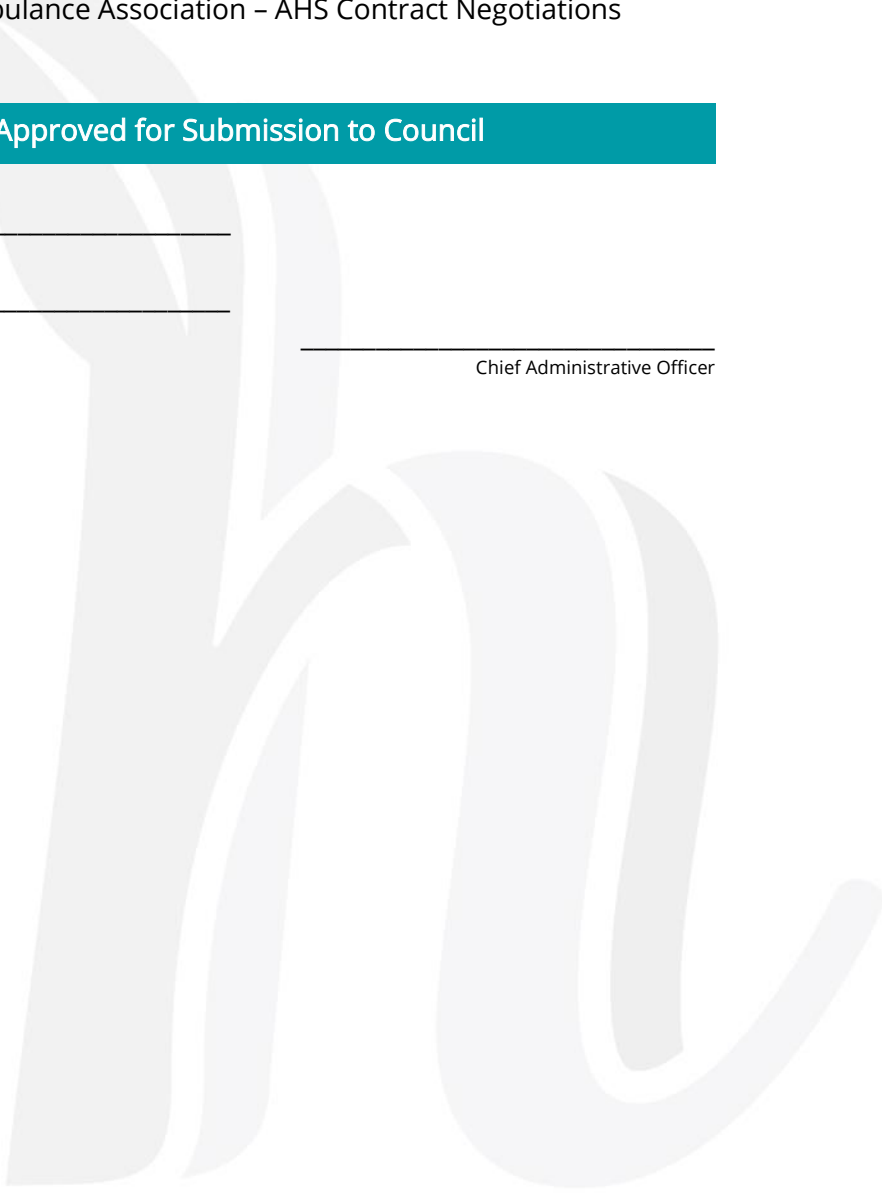
- 1. ATCO 2023 Franchise Report
- 2. Minister of Municipal Affairs – Assessment Model Review Announcement
- 3. Stettler & District Ambulance Association – AHS Contract Negotiations

Reviewed by and Approved for Submission to Council

Reviewed by: _____

Financial Review by: _____

Chief Administrative Officer



March 15, 2024

Town of Hanna
302 - 2nd Ave West
PO Box 430
Hanna, AB T0J 1P0

RE: Electrical Distribution System – 2023 Franchise Report

Dear Kim Neill,

ATCO Electric is pleased to present this annual franchise report for the Town of Hanna.

We've been serving the Town of Hanna since 1927 and are committed to a strong working relationship with the communities in which we live, work, and volunteer.

The information in this report will bring you up to date on our financial commitment to the Town of Hanna, reliability statistics, system development, customer satisfaction, and the contributions we, as a company, have had the privilege to make to the community.

As always, ATCO Electric is happy to answer any questions you may have about this report or any of the details within it. Please feel free to contact me at (403) 741-4792.

Sincerely,

Tracy Volker
Customer Sales Representative
ATCO Electric
Tracy.volker@atco.com
(403) 741-4792

YOUR COMMUNITY. OUR COMMITMENT.

Report to Communities

ATCO

The Town of Hanna

Serving 1885 Customer Sites in the Town of Hanna

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

Customer Breakdown

Rate Class	2022 Number of Sites	2023 Number of Sites
Company Farm	0	1
General Service	222	218
Industrial	16	16
Oilfield	1	1
Residential	1269	1272
Sentinel Lights	30	30
Street Lights	347	347
Total Number of Sites	1885	1885

Franchise Fee and Taxes

	2023 Actual	2024 Forecast
Wires Distribution Revenue	\$3,031,902	\$3,122,859
Franchise Fee %	@ 7.5%	@ 7.5%
Franchise Fee on Revenue	\$227,520	\$234,214
Distribution Linear Taxes	\$43,708	\$46,038
Total Estimated Fee + Tax	\$271,228	\$280,253

Based on 2023 actual revenue, a franchise fee increase of 1% would increase fee payments by \$30,319 per year.

System Reliability

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

Outages	2022	2023
*SAIFI (Feeder Average)	4.9	1.1
*SAIDI (Feeder Average)	2.9	16.8
ATCO Electric (System Average) SAIFI (Major Events Included)	1.6	1.8
ATCO Electric (System Average) SAIDI (Major Events Included)	4.8	12.2

YOUR COMMUNITY. OUR COMMITMENT.

Report to Communities



Distribution Asset Maintenance Programs

Completed in 2022	Completed in 2023	Proposed for 2024
<ul style="list-style-type: none">• Distribution System Inspections• Forestry Planning and Consent	<ul style="list-style-type: none">• Streetlight Davit Testing• Forestry Maintenance	<ul style="list-style-type: none">• Forestry Maintenance• Distribution System Inspections

Street Lights

Inventory Summary

Lamp Type	Investment Rate	Non-Investment Rate
High Pressure Sodium	15	264
LED	50	1
Total	65	265

Community Engagement

Our ATCO EPIC program is a grassroots initiative involving employee-led committees that plan, implement and administer workplace fundraising campaigns within the company. The program combines fundraising events, auctions, friendly team competitions and employee pledges that support more than 800 charitable and non-profit organizations. **In 2023, our people raised \$3.1 million.**

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

Events:

- Barbeque Trailer for Community Events

Regulatory Information

- The ATCO Electric Annual Rule 002 Service Quality and Reliability Performance Report for 2023 can be found at: https://www.auc.ab.ca/regulatory_documents/service-quality-and-reliability-plans
- No customer complaints were received by the Alberta Utilities Commission for the Town of Hanna
- ATCO Electricity rates: <https://www.atco.com/en-ca/for-home/electricity/rates-billing.html>

YOUR COMMUNITY. OUR COMMITMENT.

Report to Communities

The ATCO logo is displayed in a large, bold, white sans-serif font. A thick yellow horizontal bar is positioned directly beneath the letters 'A', 'T', and 'C'.

Supporting Information

*SAIFI (System Average Interruption Frequency Index): The average number of interruptions per customer.

*SAIDI (System Average Interruption Duration Index): The total average number of hours each customer's power is interrupted.

Active outage information can be found at: <https://electric.atco.com/en-ca/power-outages/outage-map.html>.

Davit Test and Treat Program – Program to test the structural integrity of our metal poles and treat to extend the life of the structure.

More detailed information available upon request.

Contact Us

If you have questions about ATCO's electricity distribution operations, customer service or community involvement in your area, please contact us.

Tracy Volker
Customer Sales Representative
ATCO Electric
(403) 741-4792
Tracy.Volker@atco.com

Colleen Crowie
Customer Services Supervisor
ATCO Electric
(403) 321-7169
Colleen.Crowie@atco.com



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister

MLA, Calgary-Hays

AR113531

March 18, 2024

Dear Chief Elected Officials:

Municipal Affairs has been working with the Assessment Model Review (AMR) Steering Committee comprised of industry, assessors, and municipal partners, such as Alberta Municipalities and the Rural Municipalities of Alberta.

The committee was tasked with designing an engagement approach to update the regulated property assessment system. I support the approach and I am pleased to share that engagement will begin this year. We have a shared vision to ensure the AMR is deliberate, evidence-based, and stakeholder-driven.

The AMR will be a multi-year process to review the policies, procedures, and rates that form the regulated property assessment framework. We will engage with municipal associations, industry representatives, and professional assessors throughout the duration of the AMR.

The review of the foundational policies – principles, assessment year modifiers, and the policy document that determines how assessable costs are reported for major projects, the Construction Cost Reporting Guide – will occur in 2024. Any resulting policy and regulatory changes would not be implemented any sooner than 2025.

Reviews of the assessment models for individual property types will then occur from 2025 through 2027 in two stages. These reviews will be followed by broad and direct engagement with municipalities and industry to consider the impacts of the new assessment models on revenue. Discussions of potential impacts will also include stakeholder-centered implementation strategies. To be clear, your municipality will be directly engaged on the overall results of the AMR and the potential impacts. The final decision by government on any changes to assessment models will be sought in 2028. Attached is a visual representation of the upcoming AMR engagement, and a frequently asked question document for your use.

Thank you for working in partnership with the province on this crucial task. Please continue to share your perspectives with both my department and your municipal association. I look forward to working with you and your municipal associations on this important initiative.

Sincerely,

Ric McIver
Minister

.../2

cc: Chief Administrative Officers
Tyler Gandam, President, Alberta Municipalities
Paul McLauchlin, President, Rural Municipalities of Alberta

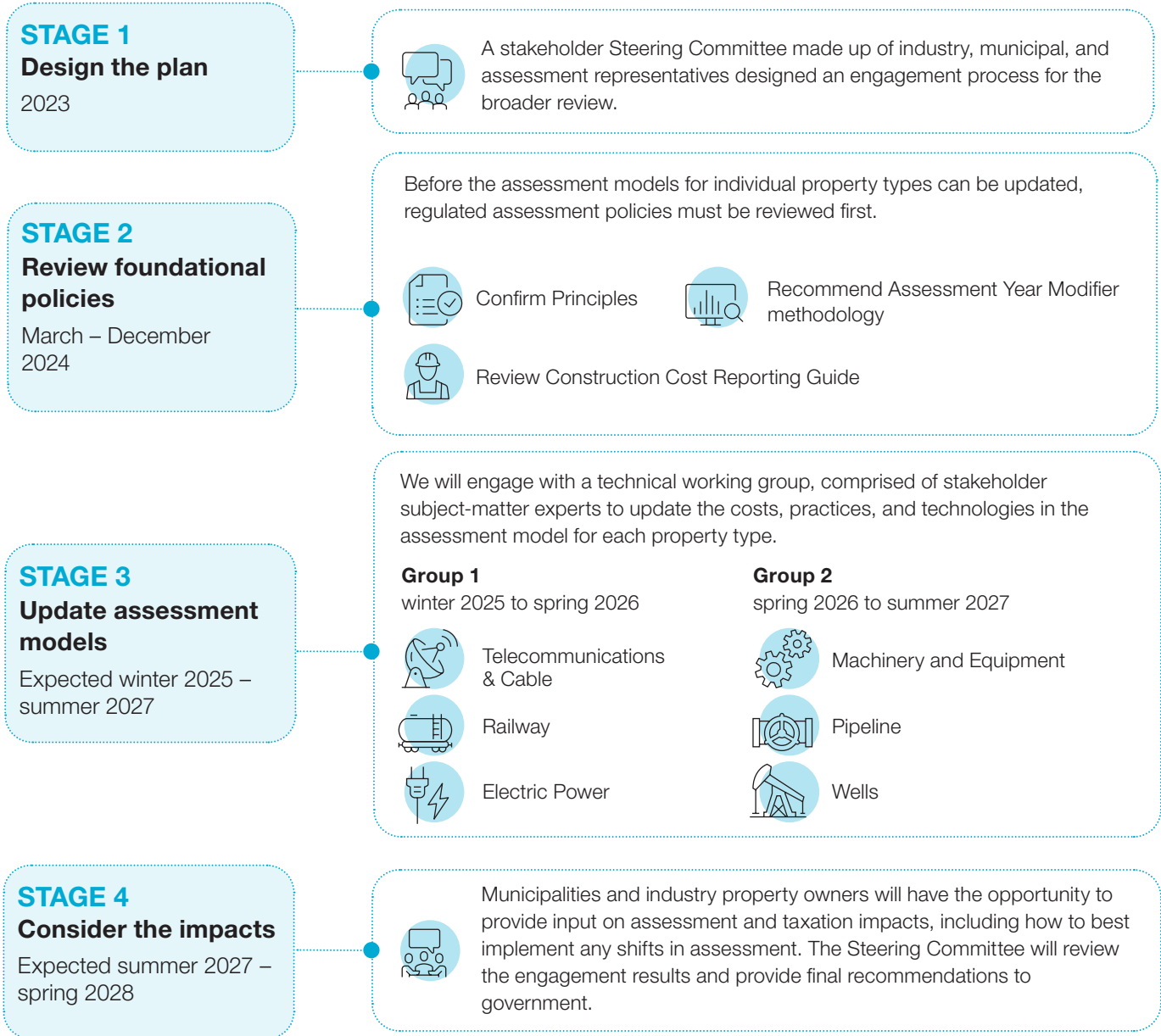
Attachments

- Infographic
- Assessment Model Review: Frequently Asked Questions

Regulated property assessment model review (AMR)

The Assessment Model Review process will update Alberta's regulated property assessment system resulting in fairer valuation of regulated property.

Stakeholder Engagement



Key municipal, industry, and assessment stakeholders will be engaged during each stage of the AMR process. For any questions, please contact the AMR Team at ma.amr@gov.ab.ca.



Frequently Asked Questions

Assessment Model Review

What are the properties that will be reviewed during the Assessment Model Review (AMR)?

Regulated properties, which include electric power systems, telecommunication and cable systems, pipelines, wells, and railway will be reviewed during the AMR process.

When will the results of the AMR be implemented?

Any government decisions on any changes to assessment models would be sought in spring or summer 2028, with implementation to follow.

The last model review was paused; how will this one be different?

In general, the previous attempts to review assessment models relied too heavily on a technical approach without a clear plan to broadly engage stakeholders in all phases of the process.

This one will be different, as this engagement approach seeks to mitigate potential controversy to the extent possible through a clear transparent stakeholder-driven process. Assessment discussions will be principle- and evidence-based, and will be separate from discussion of potential tax impacts and mitigation strategies for any resulting assessment changes.

The stakeholder steering committee that designed the engagement plan for this review will also work throughout the process to ensure the input of the represented stakeholders is considered, and will work according to jointly draft guiding principles to resolve challenges.

How are stakeholders able to participate?

Stakeholders are encouraged to provide feedback during each specific stage of the AMR process, either through their steering committee representative (list provided below) or by sending their comments to the AMR Team at ma.amr@gov.ab.ca.

How will we know the status/updates of the AMR process?

Status updates will be communicated to steering committee representatives (list provided below) and posted to the AMR website at <https://www.alberta.ca/regulated-property-assessment-model-engagement>.

Which groups are impacted by the AMR process?

Municipalities and regulated property owners may be impacted by changes in assessment values at the conclusion of the AMR process.

What are the timelines for the AMR process?

The review of AMR Principles, Assessment Year Modifiers, and the Construction Cost Reporting Guide will occur in 2024. Government will consider any resulting policy and regulatory changes in early 2025.

Reviews of the assessment models for individual regulated property types will then occur in two stages, from 2025-27.

Following this, we will begin broader engagement to comprehensively consider and understand the potential assessment and tax impacts of the new models. We will work with stakeholders to evaluate any mitigation or implementation strategies required.

Final government decisions on any changes to assessment models would be sought in 2028.

For further details please visit <https://www.alberta.ca/regulated-property-assessment-model-engagement>.

Have tax implications been considered for the AMR process?

Following preparation of new assessment models, broad engagement will be initiated with municipalities and industry groups. Stakeholders will have the opportunity to provide input during this stage of the process.

Final government decisions on any changes to assessment models would be sought after this input is received and considered.

Who is the main government contact for the AMR process?

To contact Municipal Affairs during the AMR process, please contact the AMR Team toll-free by first dialing 310-0000, then 780-422-1377, or at ma.amr@gov.ab.ca.

Which stakeholder groups are represented on the steering committee?

The steering committee is comprised of representatives from the following organizations:

- Alberta Assessors' Association
- Alberta Federation of Rural Electrification Associations
- Alberta Municipalities
- Alberta Rural Municipal Administrators' Association
- Bell MTS
- Canadian Association of Petroleum Producers
- Canadian National Railway Company
- Canadian Pacific Railway Company
- Canadian Property Tax Association
- Canadian Renewable Energy Association
- Capital Power
- Chemistry Industry Association of Canada
- Explorers and Producers Association of Canada
- Federation of Gas Co-ops
- FORTIS Alberta
- Independent Power Producers Society of Alberta
- Local Government Administration Association of Alberta
- Northeast Capital Industry Association
- Pipeline Property Tax Group
- Rogers Communications
- Rural Municipalities of Alberta
- TELUS



Stettler District Ambulance Association

Box 1270
6602 – 44 Avenue
Stettler, Alberta T0C 2L0
Ambulance Bay: 403.742.8604
Admin: 403.742.4441

March 27, 2024

Chantal Balash
Manager, Contract Strategy & Performance
Alberta Health Services
13443 149 Street
Edmonton, AB, T5L2T3

EMAIL: Chantal.Balash@ahs.ca

Dear Ms. Balash,

RE: Stettler District Ambulance Associations Contract Negotiations

On behalf of the Board for Stettler District Ambulance Association (SDAA), we wish to express our dissatisfaction with Alberta Health Services (AHS) neglecting to negotiate a new contract with SDAA prior to its expiration, disregarding our region's very active and essential ambulance service. We believe there have been insufficient efforts made to discuss and enter into a beneficial agreement, affecting our ability to operate efficiently. We wish to address this matter and enter into negotiations promptly.

As a vital component of the healthcare system in our region, the SDAA requires contract stability at a minimum, in order to effectively plan for inflation in operating and capital expenses and purchases. Without a contract it is difficult for SDAA to adequately budget and confirm positions for our staff. We believe moving all SDAA staff to 12-hour shifts and eliminating the core/flex scheduling aligns with AHS ambulance service current practices, and will allow us to better serve our community.

The continuation of core/flex scheduling significantly impacts our ability to compete in a very competitive job market to fill vacancies within our organization, when other services have already eliminated core/flex. This scheduling change will not only benefit our organization and improve the lives of our staff, but also improve the quality of care we are able to provide to our community.

We look forward to negotiating with AHS in good faith to reach an agreement which will meet the current and future needs of both parties. By working together, we can achieve our long-term goals and continue to provide high-quality ambulance services to the residents of our district. We are confident through open, timely communication and collaboration, we will reach a resolution beneficial for all parties, efficiently and professionally meeting and serving the ambulatory care needs of our community.

We propose negotiations begin by April 30, 2024 rather than waiting until the eve of the expiration of the bridging contract. Thank you for your prompt attention to this matter to confirm a start date for negotiations with us.

Sincerely,



Justin Stevens, CHAIRPERSON

CC:

Honourable Danielle Smith, Premier of Alberta

Honourable Adriana LaGrange, Minister of Health

Honourable Nate Horner, Minister of Finance and MLA for Drumheller-Stettler

Regional Partners

EMS Service Providers