

**TOWN OF HANNA  
REGULAR COUNCIL MEETING  
AGENDA  
January 14, 2025**

**1 CALL TO ORDER – 6:00 pm**

**2 ADOPTION OF THE AGENDA**

**3 DELEGATION**

3.01 Roundhouse Rehabilitation Project

**4 PUBLIC PRESENTATION**

**5 ADOPTION OF MINUTES**

5.01 Minutes of the Special Meeting of Council – December 9, 2024

5.02 Minutes of the Regular Meeting of Council – December 10, 2024

**6 FINANCE REPORTS**

6.01 Accounts Payable

6.02 Statement of Revenues & Expenses – December 2024

6.03 Budget Overview – December 2024

6.04 Capital Budget Overview – December 2024

**7 COMMITTEE REPORTS**

**8 SENIOR ADMINISTRATIVE OFFICIALS REPORTS**

8.01 Chief Administrative Officer

8.01.1 Community Services Facilities Manager

8.01.2 Community Services Coordinator

8.02 Director of Business & Communication

8.03 Director of Public Works



**9**

**BUSINESS ITEMS**

- 9.01 Development Officers Report – 4<sup>th</sup> Quarter
- 9.02 Emergency Management Report – 4<sup>th</sup> Quarter
- 9.03 Hanna Fire Department Report – 4<sup>th</sup> Quarter
- 9.04 ATCO Electric Street Lights
- 9.05 Real Estate Services
- 9.06 AB Municipalities Spring Municipal Leaders’ Caucus

**10 BYLAWS**

- 10.01 Bylaw 1036-2025 – Municipal Public Utilities Amendment

**11 COUNCIL REPORTS & ROUNDTABLE**

**12 CORRESPONDENCE ITEMS**

**13 CLOSED SESSION**

- 13.01 – Legal Matter – FOIP Section 27(1)(a)
- 13.02 – Legal Matter – FOIP Section 16 & 17

**14 ADJOURNMENT**

Date: January 14, 2025

Agenda Item No: 03.01

## Request for support for Roundhouse Rehabilitation Project

### Request

Requesting the council's support in the form of in-kind services or if possible financial contributions to help address the funding shortfall for the Roundhouse Rehabilitation Project.

### Background

- **Project Overview:** The project aims to install washrooms with power and sewer at the Roundhouse. Funding was initially projected at \$500,000, based on a 2022 study by Kei Space Design.
- **Funding Shortfall:** After receiving five construction bids, ranging from \$1.2M to \$640K, it became apparent that the original estimates were insufficient. A funding shortfall of \$235,740 was identified.
- **Project Adjustments:** The team, including the new HSEDC Manager (Thomas Trout), Project Engineer (Nikolas Marsall-Moritz), and Hanna Roundhouse Society, have worked to reduce costs. They've removed unnecessary items and sought further cost-saving measures, resulting in a reduced bid.
- **Remaining Funds and Shortfall:** After pre-construction work, \$417,477 remains to complete the project, but with the revised bid and requisitions, there's still a shortfall of approximately \$ 144,072.66 , based off of what can be taken off at this point.
- **Efforts for Additional Funding:** The HSEDC and HRS have approached Special Areas, Prairies Canada has applied for a 6-month extension to meet the new project deadline of May 1, 2025.

### Communications

- **Special Areas Chairman:** Is willing support for the project pending special areas board approval, however it is on the condition of additional partners
  - **Prairies Canada:** Discussed additional funding and a 6-month extension.
- RJC Engineering Project Engineer, Nikolas Marsall-Moritz:** Working on cost reductions and bid revisions.



## Financial Implications

### Financial Implications

- **In-Kind Contributions:** The project would greatly benefit from the Town of Hanna's in-kind support, which could include contributions such as labor, materials, or the use of equipment. These contributions would directly reduce our out-of-pocket expenses and are essential to closing the funding gap.
- **Financial Contributions:** Any other direct financial support from the Town could be used to cover significant portions of the remaining costs. However, given councils financial limitations, there is no ill will if this is not possible.

### Clarification of Involvement

I want to clarify to the council that the challenges currently facing the Roundhouse Rehabilitation Project arose before my involvement. My role has focused on coordinating our response to these challenges and collaborating with our community partners to ensure the project's completion. This approach aims to ensure that the grants received result in tangible outcomes for our community.

## Attachments

- Timcon Roundhouse Bid

## Reviewed by and Approved for Submission to Council

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

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

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

DATE: November 20, 2024

SUBMITTED BY: Timcon Construction (1988) Ltd.  
(Company Name)

OF: #100, 7445 45 Avenue Close, Red Deer AB T4P 4C2 403-347-1953  
(address) (telephone)

To: Hanna Roundhouse Society  
c/o Read Jones Christoffersen Ltd.  
Suite 200, 1816 Crowchild Trail NW  
Calgary, AB T2M 3Y7

Having examined the Project site, and having carefully examined the General Conditions of the General Contract CCDC 2 - 2020 as amended by Section 00 73 00 - Supplementary Conditions, the Specifications, and the Drawings, including Addenda 1 to 2 issued as supplements thereto, and having examined and complied with Section 00 21 00 - Instructions to Bidders, we hereby offer to perform the Work set forth in the aforesaid documents for the Contract Price, which includes any applicable taxes in force at this date.

Contract Price (NET)	\$ <u>609,350.00</u>
Goods and Services Tax (5%)	\$ <u>30,467.50</u>
Total Contract Price	\$ <u>639,817.50</u>

NOTES:

- .1 Lump Sum Prices are included in the Contract Price (NET).
- .2 Lump Sum Prices include the Contractor's labour, material, equipment, material costs, overhead and profit, and all taxes and duties, and shall represent the cost to the Owner for such charges (does not include GST). In the event one or all Items 1.2 to 1.17 are deleted from the Contract, the price noted below represents the credit to the Contract.
- .3 Schedule requirements are outlined in Section 01 11 00. The Contractor shall review the schedule requirements with the understanding that Contract time is of the essence.

## 1.0 Lump Sum Price Items

ITEM	SPEC NO.	DESCRIPTION	LUMP SUM PRICE
1.1	Div. 01	General Requirements	\$ <u>109,000 -</u>
1.2	Div. 03	Concrete - Topping and Trenching	\$ <u>21,000 -</u>
1.3	Div. 03	Concrete – Concrete Topped Metal Deck	<u>13,200</u>
1.4	Div. 04	Masonry	\$ <u>11,200</u>
1.5	Div. 05	Structural Steel	\$ <u>45,300</u>
1.6	Div. 05	Light Gauge Steel Stud	\$ <u>63,300</u>
1.7	Div. 07	Roofing Repairs	\$ <u>6,800</u>
1.8	Div. 07	Insulation	\$ <u>7,400</u>
1.9	Div. 08	Doors	\$ <u>88,700</u>
1.10	Div. 09	Tile	\$ <u>17,800</u>
1.11	Div. 09	Gypsum Board	\$ <u>13,560</u>
1.12	Div. 09	Painting	\$ <u>17,740</u>
1.13	Div. 22	Plumbing	\$ <u>50,800</u>
1.14	Div. 23	HVAC	\$ <u>40,000 -</u>
1.15	Div. 26	Electrical – System Upgrades	\$ <u>65,500 -</u>
1.16	Div. 26	Electrical - Lighting	\$ <u>28,250 -</u>
1.17	Div 01	Cash Allowance: Heating Costs	\$ <u>\$10,000</u>

## 2.0 Schedule

- .1 Available Start Date: Immediately.
- .2 Substantial Performance Date: Feb. 23, 2025
- .3 Ready-for-Takeover Date: March 06, 2025
- .4 Total Performance Date: March 11, 2025

### **3.0 Submittals**

We enclose the following with our Bid:

- .1 A complete list of Subcontractors we propose to use for this Contract, and the sections of the Work to be done by each of them.
- .2 Project schedule in conformance with requirements of Section 01 10 01. We understand that Contract time is of the essence.


### **4.0 Subcontractors**

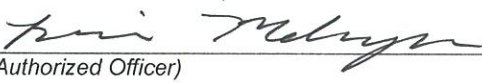
- .1 We reserve the right to substitute another subcontractor in the event that a subcontractor should withdraw its bid or become bankrupt. All subcontractor substitutions are subject to the Owner's approval.
- .2 Any such substitution, in order to be considered for approval, is contingent on the submission of conclusive evidence of withdrawal, bankruptcy, or unsatisfactory performance.
- .3 We are responsible for all costs incurred as a result of substituting one subcontractor for another.

### **5.0 Acceptance**

- .1 This Bid is open to acceptance for a period of 30 days from the date of bid closing.
- .2 We agree to execute a contract on the Standard Construction Document CCDC 2 - 2020, as amended by Section 00 73 00, the Specifications, and the Drawings, within seven days of written notification of contract award.
- .3 Submission of this Bid implies acceptance of the existing conditions at the site.
- .4 We understand that the lowest or any Bid will not necessarily be accepted, and that selected items may be deleted from the Project as represented in the Bid Form. The Owner may also elect not to proceed with the Project.
- .5 The Owner reserves the right to waive minor defects or irregularities in the bid.

Bidder: Timcon Construction (1988) Ltd.  
(Company Name)

Signature   
(Authorized Officer)

Signature   
(Authorized Officer)

Date November 20, 2024



**END OF SECTION**



**1.0 Separate Prices**

- .1 The following Separate Prices may be used to vary the Estimated Contract Price at any time during term of Contract.
- .2 Separate Prices shall include the Contractor's labour, equipment, material, and supervision costs, overhead and profit, all taxes and duties, and shall represent the cost to the Owner for such charges (excluding GST)
- .3 Separate Prices are not included in the Estimated Contract Price on Page 1 of the Bid Form.

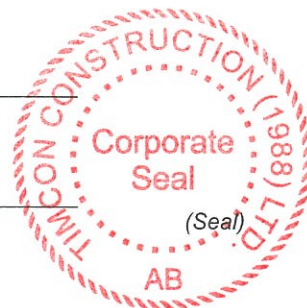
ITEM	SPEC NO.	DESCRIPTION	UNIT	SEPARATE PRICE
1.1	Div 26	Install an additional 120/240V, 1Ø, 3W, 60A, 30CCT Branch circuit panelboard, including a new feed via a new 60A-2P breaker within panel A, and circuiting all power within washrooms to new panel. See electrical Addendum 01	each	\$ <u>3,520<sup>00</sup></u>
1.2	Div 26	Provide and install manual transfer switch equal to ASCO series 300 manual transfer switch CAT#J-03MTS-A-2-0400-F-00-M. Electrical contractor shall wire from source 1 to panel A using 3#600+#3GND – 100mmC and connect to panel lugs. See electrical Addendum 01.	each	\$ <u>18,200<sup>00</sup></u>

Bidder: Timcon Construction  
 (Company Name)

Signature [Signature]  
 (Authorized Officer)

Signature [Signature]  
 (Authorized Officer)

Date November 22, 2024



**END OF SECTION**

Date: January 14, 2025

Agenda Item No: 05.00

## Council Meeting Minutes

### Recommended Motion

That the Minutes of the Special Meeting of Council held December 9, 2024, be adopted as presented.

That the Minutes of the Regular Meeting of Council held December 10, 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 Special Meeting of Council – December 9, 2024
2. Minutes of the Regular Meeting of Council – December 10, 2024

### Reviewed by and Approved for Submission to Council

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

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

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

**TOWN OF HANNA  
SPECIAL COUNCIL MEETING  
DECEMBER 9, 2024**

Minutes of a Special Meeting of the Council of the Town of Hanna held Monday, December 9, 2024 at 7:00 p.m. at the Town of Hanna Council Chambers.

Councillors Present:

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

Councillors Absent:

Administration Present:

Matthew Norburn – 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 7:15 p.m.

**2.0 ADOPTION OF AGENDA**

Moved by Councillor Thuroo that the agenda for the December 9, 2024 Special Council Meeting be adopted as presented.

Motion Carried.

**3.0 BUSINESS ITEM**

3.01 2025 – 2027 Operating & 2025 – 2029 Capital Budget

Council and Staff reviewed the 2025–2027 Operating & 2025-2029 Capital Budget.

**5.0 ADJOURNMENT**

Mayor Danny Povaschuk declared all business concluded and adjourned the meeting at 8:20 p.m.

These minutes approved this 14<sup>th</sup> day of January, 2025.

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Mayor Danny Povaschuk

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Chief Administrative Officer  
Matthew Norburn

**TOWN OF HANNA  
REGULAR COUNCIL MEETING  
December 10, 2024**

Minutes of a Regular Meeting of the Council of the Town of Hanna held Tuesday, December 10, 2024 at 6:00 p.m. in the Town Council Chambers.

Council Members Present:

Sandra Beaudoin  
Fred Crowle  
Sandra Murphy  
Kyle Olsen  
Vernon Thuroo  
Angie Warwick

Council Member Absent:

Danny Povaschuk

Administration Present:

Matthew Norburn – Chief Administrative Officer  
Winona Gutsche – Director of Corporate Services  
Laurie Armstrong – Director of Business & Communication  
Brent Olsen – Director of Public Works

**1.0 CALL TO ORDER**

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

**2.0 ADOPTION OF AGENDA**

Moved by Councillor Beaudoin that the agenda for December 10, 2024, Regular Council Meeting be adopted as amended adding Business Item 9.07 & 9.08 and Closed Session.

Motion Carried.

**3.0 DELEGATIONS**

#### **4.0 PUBLIC PRESENTATION**

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

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

##### 5.01 Minutes of the Regular Meeting of Council – November 12, 2024

292-2024  
Regular Meeting  
Minutes

Moved by Councillor Thuroo that the Minutes of the Regular Meeting of Council held November 12, 2024 be adopted as presented.

Motion Carried.

##### 5.02 Minutes of the Special Meeting of Council – November 25, 2024

293-2024  
Special Meeting  
Minutes

Moved by Councillor Olsen that the Minutes of the Special Meeting of Council held November 25, 2024 be adopted as presented.

Motion Carried.

##### 5.03 Minutes of the Information Meeting of Council – November 27, 2024

294-2024  
Information Meeting  
Minutes

Moved by Councillor Murphy that the Minutes of the Information Meeting of Council held November 27, 2024 be adopted as presented.

Motion Carried.

##### 5.04 Minutes of the Special Meeting of Council – December 3, 2024

295-2024  
Special Meeting  
Minutes

Moved by Councillor Thuroo that the Minutes of the Special Meeting of Council held December 3, 2024 be adopted as presented.

Motion Carried.

## **6.0 FINANCE REPORTS**

### 6.01 Accounts Payable

296-2024  
Accounts Payable

Moved by Councillor Olsen that Council accepts the accounts payable listings for general account cheques 43277 - 43292, direct deposits 003561 - 003640, and Electronic Funds Transfer Batches 904 & 908 for information.

Motion Carried.

### 6.02 Statement of Revenue & Expense – November 2024

297-2024  
Statement of  
Revenues &  
Expenses

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

Motion Carried.

### 6.03 Budget Overview – November 2024

298-2024  
Budget Overview

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

Motion Carried.

## **7.0 COMMITTEE REPORTS**

### 7.01 Community Services Board Meeting Minutes - November 27, 2024

299-2024  
CSB Meeting Minutes

Moved by Councillor Murphy that Council accepts the Community Services Board Meeting Minutes of November 27, 2024 for information.

Motion Carried.



**8.0 SENIOR ADMINISTRATIVE OFFICIALS REPORTS**

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

300-2024  
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 CSB Grant

301-2024  
CSB Grant

Moved by Councillor Murphy that Council approves the recommendation of the Community Services Board to award the 2024 Community Services Board Grant in the amount of \$3,000.00 as follows:

- \$500 Hanna Dance Association – Professional Development for Instructors
- \$1,500 Hanna Elks – Cost of curling rink rental for national bonspiel
- \$1,000 Hanna Community Band – Purchase of sheet music

Motion Carried.

Councillor Thuroo abstained from voting for pecuniary purposes

- 9.02 CSB Member Appointment

302-2024  
CSB Member  
Appointment

Moved by Councillor Crowle That Council approves the following appointments to the Community Services Board:

- Cori Westcott – 3 year term ending October 31, 2027
- Kalli Cooper – 2 year term ending October 31, 2026

Motion Carried.

9.03 Uncollectable Accounts

303-2024  
Uncollectable  
Accounts

Moved by Councillor Olsen that Council authorize the Chief Administrative Officer to:

- declare 12 utility accounts in the amount of \$2,134.01 as uncollectable and remove the funds from the utility receivable account.
- Declare 2 accounts receivable accounts in the amount of \$400.00 as uncollectable and remove the funds from the trade receivable account.

Motion Carried.

9.04 Returning Officer

304-2024  
Returning Officer

Moved by Councillor Crowle that Council appoints:

- Winona Gutsche, Director of Corporate Services as Returning Officer and
- Katelyn Beaudoin, Corporate Services Assistant as Substitute Returning Officer for the Town of Hanna 2025 Municipal Election.

Motion Carried.

9.05 Approval Revised Development Fees

305-2024  
Approval Revised  
Development Fees

Moved by Councillor Beaudoin that Council approve the revised Development Permit Fee Structure as presented, effective immediately.

Motion Carried.

9.06 Handivan Purchase

306-2024  
Handivan Purchase

Moved by Councillor Thuroo that the Town of Hanna Council approves the purchase of a used Handivan at a total cost of \$86,500, utilizing surplus funds from the additional payment received from the 2024 Special Areas Industrial Tax Transfer.

Motion Carried.

9.07 2025 – 2027 Operating Budget & 2025 – 2029 Capital Budget

307-2024  
2025-2027 Operating  
& 2025-2029 Capital  
Budget

Moved by Councillor Olsen that Council adopts the 2025 Operating and Capital Budget dated December 10, 2024, as presented; and accepts the 2026 & 2027 Operating Budgets and the 2026-2029 Capital Budgets for information.

Motion Carried.

9.08 Close Town Office

308-2024  
Close Town Office  
12/27/2024

Moved by Councillor Beaudoin that Town Council approve the closure of the Town of Hanna office to the public on December 27, 2024, allowing staff to focus on internal administrative tasks while still reporting for duty.

Motion Carried.

**10.0 BYLAWS**

10.01 Animal Control Bylaw #1035-2024

309-2024  
2<sup>nd</sup> Reading Bylaw  
1035-2024

Moved by Councillor Thuroo that Council give second reading to Bylaw 1035-2024, the Animal Control bylaw.

Motion Carried.

310-2024  
Unanimous consent  
Bylaw 1035-2024

Moved by Councillor Olsen that Council provide unanimous consent for third reading of Bylaw 1035-2024, the Animal Control bylaw, at this meeting.

Motion Carried.

311-2024  
3<sup>rd</sup> Reading Bylaw  
1035-2024

Moved by Councillor Thuroo that Council give third and final reading to Bylaw 1035-2024, the Animal Control bylaw.

Motion Carried.

312-2024  
Council Reports &  
Roundtable

### **11.0 COUNCIL REPORTS AND ROUNDTABLE**

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

Motion Carried.

### **12.0 CORRESPONDENCE**

- 12.01 Red Deer River Watershed Alliance – Municipal Support Letter
- 12.02 Red Deer River Watershed Alliance – Case for Support
- 12.03 Marigold Notes to Council – November 2024

313-2024  
Correspondence

Moved by Councillor Olsen that Council accepts Correspondence items 12.01 to 12.03 for information.

Motion Carried.

Deputy Mayor Warwick called a recess at 7:02 p.m.

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

### **13.0 CLOSED SESSION**

314-2024  
Closed Session

Moved by Councillor Olsen that Council move to Closed Session at 7:37 p.m. to discuss the following agenda item.

Motion Carried.

- 13.1 Legal Matter as per FOIP Sections 17

Councillor Murphy left the Council Meeting at 8:27 p.m.

315-2024  
Regular Session

Moved by Councillor Beaudoin that Council move to Regular Session at 8:39 p.m.

Motion Carried.

Town of Hanna  
Regular Council Meeting  
December 10, 2024  
Page 133:

316-2024  
Brownlee LLP

Moved by Thuroo that council thanks Jeneane Grundberg of Brownlee LLP for the presentation and accepts for information purposes.

Motion Carried.

#### **14.0 ADJOURNMENT**

Deputy Mayor Angie Warwick declared all business concluded and adjourned the meeting at 8:39 p.m.

These minutes approved this 14<sup>th</sup> day of January 2024.

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Mayor Danny Povaschuk

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Chief Administrative Officer  
Matthew Norburn

Date: January 15, 2025

Agenda Item No: 06.01

## Accounts Payable

### Recommended Motion

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

- Cheques 43293 - 43309
- Direct Deposits 003641 - 003716
- Electronic Funds Transfer – Batch Number 912 & 915

### 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 43293 - 43309      | totaling \$15,193.19    |
| 2. Accounts Payable Listing – Direct Dep 003641 - 003716 | totaling \$2,556,035.89 |
| 3. Accounts Payable Listing – EFT Batch No. 912 & 915    | totaling \$59,627.03    |

### Reviewed by and Approved for Submission to Council

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

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

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

Date: January 14, 2025

Agenda Item No: 06.02

## Statement of Revenue & Expense

### Recommended Motion

That Council accepts the Statement of Revenue and Expense Report for December 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 May 14, 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 December 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 - December 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 31/12/2024

Description	Account	YTD Actual	YTD Budget	YTD Variance
<b>GENERAL MUNICIPAL</b>				
MUNICIPAL RESIDENTAL REAL PROPERTY T	1-01-0000-111	2,458,967.03-	2,458,682.00-	285.03
COMMERCIAL REAL PROPERTY TAX	1-01-0000-112	938,529.19-	943,849.00-	5,319.81-
INDUSTRIAL REAL PROPERTY TAX	1-01-0000-113	70,838.96-	70,839.00-	0.04-
FARMLAND REAL PROPERTY TAX	1-01-0000-114	1,306.65-	1,307.00-	0.35-
POWER PIPELINE & CABLE T.V.	1-01-0000-115	151,896.49-	151,896.00-	0.49
PROVINCIAL GRANTS-IN-LIEU	1-01-0000-240	66,833.38-	66,551.00-	282.38
PENALTY & COST ON TAX	1-01-0000-510	19,195.84-	19,695.00-	499.16-
CONCESSION & FRANCHISE	1-01-0000-540	493,743.60-	514,300.00-	20,556.40-
RETURN ON INVESTMENTS	1-01-0000-550	259,893.47-	262,000.00-	2,106.53-
TOTAL GENERAL MUNICIPAL 01:		4,461,204.61-	4,489,119.00-	27,914.39-
<b>COUNCIL REVENUE</b>				
COUNCIL OTHER REVENUE	1-11-0000-590	1,680.00-	0.00	1,680.00
TOTAL COUNCIL REVENUE 11:		1,680.00-	0.00	1,680.00
<b>GENERAL ADMINISTRATION</b>				
ADMIN GENERAL SERVICE & SUPPLY	1-12-0000-410	9,111.56-	3,900.00-	5,211.56
ADMIN SOUVENIR	1-12-0000-419	1,130.39-	1,700.00-	569.61-
ADMIN RENTAL & LEASE REVENUE	1-12-0000-560	14,200.00-	14,700.00-	500.00-
ADMIN OTHER REVENUE	1-12-0000-590	10,754.43-	10,000.00-	754.43
ADMIN PROVINCIAL CONDITIONAL GRANT	1-12-0000-840	305,666.00-	305,700.00-	34.00-
ADMIN SPECIAL AREAS PROV. CONDITIONA	1-12-0000-841	725,000.00-	600,000.00-	125,000.00
ADMIN DRAWN FROM SURPLUS (OPERATING	1-12-0000-920	0.00	109,200.00-	109,200.00-
TOTAL GENERAL ADMINISTRATION 12:		1,065,862.38-	1,045,200.00-	20,662.38
<b>POLICE</b>				
POLICE PROVINCIAL FINES	1-21-0000-530	1,699.88-	5,700.00-	4,000.12-
TOTAL POLICE:		1,699.88-	5,700.00-	4,000.12-
<b>SAFETY &amp; RISK MANAGEMENT</b>				
<b>FIRE</b>				
FIRE FIRE FIGHTING FEES	1-23-0000-410	86,627.50-	104,900.00-	18,272.50-
FIRE OTHER	1-23-0000-590	273,200.00-	220,000.00-	53,200.00
FIRE SPECIAL AREAS OPERATIONS GRANT	1-23-0000-850	0.00	314,493.00-	314,493.00-
TOTAL FIRE:		359,827.50-	639,393.00-	279,565.50-
<b>FIRE - ECETP</b>				
FIRE - ECETP PROVINCIAL CONDITIONAL	1-23-0200-840	7,946.00-	7,900.00-	46.00
FIRE ECETP - DRAWN FROM SURPLUS	1-23-0200-920	0.00	12,592.00-	12,592.00-
FIRE - ECETP TOTAL:		7,946.00-	20,492.00-	12,546.00-
<b>BY-LAW ENFORCEMENT</b>				
BY-LAW WORK BILLED TO OTHERS	1-26-0000-410	2,845.19-	3,000.00-	154.81-
BY-LAW DEVELOPMENT PERMITS	1-26-0000-520	440.00-	500.00-	60.00-
BY-LAW BUSINESS LICENSES	1-26-0000-522	38,150.00-	18,000.00-	20,150.00
BY-LAW COMPLIANCE CERTIFICATES	1-26-0000-525	150.00-	200.00-	50.00-
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:		41,585.19-	23,200.00-	18,385.19
<b>DOG CONTROL</b>				
DOG CONTROL - ANIMAL LICENSES	1-28-0000-526	4,645.00-	4,700.00-	55.00-
DOG CONTROL - IMPOUND & SUSTENANCE	1-28-0000-590	0.00	100.00-	100.00-
TOTAL DOG CONTROL:		4,645.00-	4,800.00-	155.00-
<b>COMMON SERVICES</b>				
COMMON SERV WORK BILLED TO OTHER	1-31-0000-410	7,225.00-	7,800.00-	575.00-
COMMON SERV OTHER REVENUE	1-31-0000-590	4,599.70-	300.00-	4,299.70
COMMON SERV DRAWN FROM SURPLUS (OPER	1-31-0000-920	0.00	13,500.00-	13,500.00-
TOTAL COMMON SERVICES:		11,824.70-	21,600.00-	9,775.30-
<b>STREETS &amp; ROADS</b>				
S & R OTHER REVENUE	1-32-0000-590	63,900.00-	0.00	63,900.00
S & R FEDERAL CONDITIONAL GRANT	1-32-0000-830	2,905,811.00-	4,194,074.00-	1,288,263.00-
S & R PROVINCIAL CONDITIONAL GRANT	1-32-0000-840	140,000.00-	740,029.00-	600,029.00-
S & R DRAWN FROM DEFERRED REVENUE -	1-32-0000-930	0.00	2,459,484.00-	2,459,484.00-
TOTAL STREETS & ROADS:		3,109,711.00-	7,393,587.00-	4,283,876.00-

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2024  
 To 31/12/2024

Description	Account	YTD Actual	YTD Budget	YTD Variance
<b>AIRPORT</b>				
AIRPORT RENTAL & LEASE REVENUE	1-33-0000-560	8,400.00-	8,600.00-	200.00-
AIRPORT OTHER REVENUE	1-33-0000-590	186.38-	100.00-	86.38
AIRPORT PROVINCIAL CONDITIONAL	1-33-0000-840	0.00	11,250.00-	11,250.00-
AIRPORT LOCAL GRANT	1-33-0000-850	0.00	16,440.00-	16,440.00-
	TOTAL AIRPORT:	8,586.38-	36,390.00-	27,803.62-
<b>WATER SUPPLY &amp; DISTRIBUTION</b>				
WATER SALE OF WATER	1-41-0000-410	939,385.99-	1,169,000.00-	229,614.01-
WATER SERVICE CHARGES	1-41-0000-413	1,400.00-	1,300.00-	100.00
WATER RECOVERY FROM OPERATING - WATE	1-41-0000-963	98,566.84-	100,900.00-	2,333.16-
	TOTAL WATER SUPPLY & DISTRIBUTION:	1,039,352.83-	1,271,200.00-	231,847.17-
<b>WATER LINES &amp; DISTRIBUTION</b>				
WATER LINES WORK BILLED TO OTHERS	1-41-0200-410	8,005.35-	0.00	8,005.35
	TOTAL WATER LINES & DISTRIBUTION:	8,005.35-	0.00	8,005.35
<b>SANITARY SEWERS</b>				
SEWER CHARGES	1-42-0000-410	218,040.76-	260,100.00-	42,059.24-
SEWER OTHER REVENUE	1-42-0000-590	538.95-	0.00	538.95
SEWER DRAWN FROM SURPLUS (OPERATING)	1-42-0000-920	0.00	10,000.00-	10,000.00-
	TOTAL SANITARY SEWERS:	218,579.71-	270,100.00-	51,520.29-
<b>GARBAGE COLLECTION &amp; DISPOSAL</b>				
GARBAGE CHARGES RESIDENTIAL	1-43-0000-410	63,819.02-	74,300.00-	10,480.98-
GARBAGE OTHER REVENUE	1-43-0000-590	27.50-	0.00	27.50
	TOTAL GARBAGE COLLECTION & DISPOSAL:	63,846.52-	74,300.00-	10,453.48-
<b>BIG COUNTRY WASTE AUTHORITY</b>				
REGIONAL WASTE SITE FEES	1-44-0000-410	294,712.29-	353,800.00-	59,087.71-
REGIONAL WASTE OTHER REVENUE	1-44-0000-590	90.00-	100.00-	10.00-
	TOTAL BIG COUNTRY WASTE AUTHORITY:	294,802.29-	353,900.00-	59,097.71-
<b>F.C.S.S.</b>				
FCSS PROGRAM REVENUE	1-51-0000-402	0.00	1,800.00-	1,800.00-
FCSS VAN RENTAL	1-51-0000-561	1,218.14-	1,000.00-	218.14
FCSS DONATIONS	1-51-0000-591	775.01-	1,000.00-	224.99-
FCSS FEDERAL CONDITIONAL	1-51-0000-830	3,360.00-	3,400.00-	40.00-
FCSS PROVINCIAL CONDITIONAL	1-51-0000-840	93,838.91-	93,800.00-	38.91
	TOTAL F.C.S.S.:	99,192.06-	101,000.00-	1,807.94-
<b>FCSS - YOUTH CLUB</b>				
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-
<b>CEMETERY</b>				
CEMETERY CHARGES	1-56-0000-410	11,450.00-	17,600.00-	6,150.00-
CEMETERY OTHER	1-56-0000-590	664.46-	400.00-	264.46
CEMETERY DRAWN FROM DEFERRED REVENUE	1-56-0000-930	0.00	11,400.00-	11,400.00-
	TOTAL CEMETERY:	12,114.46-	29,400.00-	17,285.54-
<b>BUSINESS &amp; COMMUNICATIONS</b>				
BUS COM SALES OF GOODS AND SERVICES	1-61-0400-410	653.21-	0.00	653.21
BUS COM DRAWN FROM SURPLUS (OPERATIN	1-61-0400-920	0.00	5,000.00-	5,000.00-
	TOTAL BUSINESS & COMMUNICATIONS:	653.21-	5,000.00-	4,346.79-
<b>SUBDIVISION</b>				
SUBDIVISION SALE OF LAND	1-66-0000-400	60,301.79-	0.00	60,301.79
SUBDIVISION REVENUE	1-66-0000-590	2,470.00-	0.00	2,470.00
	TOTAL SUBDIVISION:	62,771.79-	0.00	62,771.79
<b>RECREATION &amp; PARKS FACILITIES</b>				
RECREATION SALES & SERVICE	1-72-0000-410	2,388.00-	1,890.00-	498.00
RECREATION PROGRAM REVENUE	1-72-0000-430	7,245.70-	1,000.00-	6,245.70
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	184,180.83-	187,000.00-	2,819.17-
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	9,355.00-	7,400.00-	1,955.00

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2024  
 To 31/12/2024

Description	Account	YTD Actual	YTD Budget	YTD Variance
<b>TOTAL RECREATION REVENUE:</b>		254,315.53-	251,810.00-	2,505.53
<b>SWIMMING POOLS</b>				
POOL PASSES & PLUNGE CARDS	1-72-0100-410	21,378.68-	23,600.00-	2,221.32-
POOL LESSON REGISTRATIONS	1-72-0100-411	39,766.96-	33,800.00-	5,966.96
POOL DAILY ADMISSIONS	1-72-0100-412	12,729.49-	13,700.00-	970.51-
POOL RETAIL SALES	1-72-0100-419	3,875.51-	3,900.00-	24.49-
POOL RENTAL REVENUE	1-72-0100-560	8,306.99-	7,000.00-	1,306.99
POOL DONATIONS	1-72-0100-590	255.00-	200.00-	55.00
POOL DRAWN FROM RESERVES	1-72-0100-930	0.00	15,000.00-	15,000.00-
POOL OTHER REVENUE	1-72-0100-990	212.00-	0.00	212.00
<b>TOTAL SWIMMING POOLS:</b>		86,524.63-	97,200.00-	10,675.37-
<b>ARENA</b>				
ARENA ADVERTISING REV SIGNS	1-72-0200-410	13,676.41-	10,000.00-	3,676.41
ARENA RENTAL REVENUE	1-72-0200-560	84,790.32-	81,300.00-	3,490.32
ARENA LOBBY & CONCESSION RENTAL	1-72-0200-562	3,140.00-	3,300.00-	160.00-
ARENA DONATIONS	1-72-0200-590	2,057.00-	0.00	2,057.00
<b>TOTAL ARENA:</b>		103,663.73-	94,600.00-	9,063.73
<b>CURLING RINK</b>				
CURLING RINK SALE OF SERVICES	1-72-0400-410	27,115.46-	51,400.00-	24,284.54-
CURLING RINK RENTAL REVENUE	1-72-0400-560	9,350.00-	9,300.00-	50.00
CURLING RINK DRAWN FROM DEFERRED	1-72-0400-930	0.00	10,000.00-	10,000.00-
<b>CURLING RINK TOTAL:</b>		36,465.46-	70,700.00-	34,234.54-
<b>BALL DIAMONDS</b>				
BALL DIAMOND REVENUE	1-72-0500-560	7,700.00-	4,300.00-	3,400.00
<b>TOTAL BALL DIAMONDS REVENUE:</b>		7,700.00-	4,300.00-	3,400.00
<b>FOX LAKE &amp; HELMER DAM</b>				
FOX LAKE REVENUE	1-72-0700-410	4,780.90-	5,400.00-	619.10-
FOX LAKE RETAIL SALES - ICE & NOVELT	1-72-0700-419	249.75-	406.00-	156.25-
FOX LAKE RENTAL REVENUE	1-72-0700-560	95,268.42-	88,800.00-	6,468.42
<b>TOTAL FOX LAKE &amp; HELMER DAM:</b>		100,299.07-	94,606.00-	5,693.07
<b>PARKS</b>				
PARKS DRAWN FROM SURPLUS	1-72-0800-930	0.00	100,000.00-	100,000.00-
PARKS OTHER REVENUE	1-72-0800-990	3,073.98-	0.00	3,073.98
<b>TOTAL PARKS:</b>		3,073.98-	100,000.00-	96,926.02-
<b>PLAYGROUND PROGRAM</b>				
PLAYGROUND PROGRAM REVENUE	1-72-1000-410	8,625.45-	17,435.00-	8,809.55-
<b>TOTAL PLAYGROUND PROGRAM:</b>		8,625.45-	17,435.00-	8,809.55-
<b>HKH PIONEER PARK</b>				
HKH PIONEER PARK REVENUE	1-72-1300-560	300.00-	0.00	300.00
<b>TOTAL HKH PARK REVENUE:</b>		300.00-	0.00	300.00
<b>SOCCER FIELDS</b>				
SOCCER FIELDS REVENUE	1-72-1400-560	2,500.00-	2,500.00-	0.00
<b>TOTAL SOCCER FIELDS REVENUE:</b>		2,500.00-	2,500.00-	0.00
<b>LIBRARY</b>				
LIBRARY DRAWN FROM SURPLUS (OPERATING)	1-74-0200-920	0.00	10,000.00-	10,000.00-
<b>TOTAL LIBRARY:</b>		0.00	10,000.00-	10,000.00-
<b>REGIONAL COMMUNITY SERVICES CENTRE</b>				
RCSC RENTAL REVENUE	1-74-0800-560	11,171.59-	12,700.00-	1,528.41-
RCSC LEASE AGREEMENT REVENUE	1-74-0800-561	20,000.00-	20,000.00-	0.00
RCSC OTHER	1-74-0800-590	9.00-	0.00	9.00
RCSC DONATIONS / SPONSORSHIPS	1-74-0800-591	19,047.62-	19,050.00-	2.38-
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	28,062.66-	33,798.00-	5,735.34-
<b>TOTAL REGIONAL COMMUNITY SERVICES CENTRE:</b>		78,290.87-	90,548.00-	12,257.13-
<b>COMMUNITY CENTRE</b>				
COMMUNITY CENTRE RENTAL REVENUE	1-74-0900-560	28,290.00-	29,717.00-	1,427.00-
COMMUNITY CENTRE OTHER	1-74-0900-990	508.45-	0.00	508.45
<b>TOTAL COMMUNITY CENTRE:</b>		28,798.45-	29,717.00-	918.55-

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2024  
 To 31/12/2024

Description	Account	YTD Actual	YTD Budget	YTD Variance
<b>LIIONS HALL</b>				
LIIONS HALL RENTAL REVENUE	1-74-1000-560	3,375.00-	3,038.00-	337.00
	LIIONS HALL TOTAL:	3,375.00-	3,038.00-	337.00
	TOTAL REVENUE:	11,587,823.03-	16,666,669.00-	5,078,845.97-
<b>COUNCIL</b>				
COUNCIL WAGES	2-11-0000-110	93,315.60	98,100.00	4,784.40
COUNCIL BENEFITS	2-11-0000-130	4,294.46	4,200.00	94.46-
COUNCIL NON T4 BENEFITS	2-11-0000-133	525.00	550.00	25.00
COUNCIL TRAVEL & SUBSISTANCE	2-11-0000-211	7,995.65	14,400.00	6,404.35
COUNCIL TRAINING / REGISTRATIONS	2-11-0000-212	5,275.00	13,300.00	8,025.00
COUNCIL GOODS	2-11-0000-500	15,446.59	17,400.00	1,953.41
COUNCIL OTHER (ELECTION)	2-11-0000-990	50.00	1,000.00	950.00
COUNCIL PUBLIC RELATIONS & PROMOTION	2-11-0000-999	10,542.95	2,500.00	8,042.95-
	TOTAL COUNCIL:	137,445.25	151,450.00	14,004.75
<b>ADMINISTRATION</b>				
ADMINISTRATION SALARIES	2-12-0000-110	299,331.55	354,600.00	55,268.45
ADMINISTRATION CASUAL LABOUR	2-12-0000-111	0.00	9,000.00	9,000.00
ADMINISTRATION EMPLOYEE BENEFITS	2-12-0000-130	20,995.18	19,900.00	1,095.18-
ADMINISTRATION CASUAL BENEFITS	2-12-0000-131	0.00	600.00	600.00
ADMINISTRATION NON T4 BENEFITS	2-12-0000-133	37,122.33	39,500.00	2,377.67
ADMINISTRATION PAYROLL COSTS	2-12-0000-200	5,407.50	5,200.00	207.50-
ADMINISTRATION WORKERS COMPENSATION	2-12-0000-201	22,352.55	23,800.00	1,447.45
ADMINISTRATION TRAVEL & SUBSISTANCE	2-12-0000-211	4,274.64	7,100.00	2,825.36
ADMINISTRATION STAFF TRAINING	2-12-0000-212	2,890.00	5,900.00	3,010.00
ADMINISTRATION FREIGHT & POSTAGE	2-12-0000-215	6,366.66	10,600.00	4,233.34
ADMINISTRATION TELEPHONE	2-12-0000-217	6,830.52	7,200.00	369.48
ADMINISTRATION ADVERTISING & PRINTIN	2-12-0000-220	7,876.82	6,700.00	1,176.82-
ADMINISTRATION SUBSCRIPTION & MEMBER	2-12-0000-221	9,492.58	9,300.00	192.58-
ADMINISTRATION AUDIT	2-12-0000-230	37,400.00	36,000.00	1,400.00-
ADMINISTRATION LEGAL	2-12-0000-231	13,729.10	5,000.00	8,729.10-
ADMINISTRATION PROFESSIONAL SERVICES	2-12-0000-232	94,431.94	112,244.00	17,812.06
ADMINISTRATION REGIONAL PLANNING SER	2-12-0000-233	44,400.00	44,400.00	0.00
ADMINISTRATION CONTRACTED REPAIRS	2-12-0000-250	8,327.84	5,000.00	3,327.84-
ADMINISTRATION INSURANCE	2-12-0000-274	18,828.94	19,760.00	931.06
ADMINISTRATION ASSESSOR	2-12-0000-280	49,162.88	50,400.00	1,237.12
ADMINISTRATION LAND TITLES OFFICE	2-12-0000-285	750.00	1,000.00	250.00
ADMINISTRATION GOODS	2-12-0000-500	8,486.06	10,800.00	2,313.94
ADMINISTRATION GOODS - SOUVENIRS	2-12-0000-501	722.38	1,800.00	1,077.62
ADMINISTRATION POWER	2-12-0000-541	20,776.12	28,300.00	7,523.88
ADMINISTRATION GRANTS TO OTHER ORGAN	2-12-0000-770	124,536.78	124,500.00	36.78-
ADMINISTRATION BANK CHARGES	2-12-0000-810	6,496.30	6,000.00	496.30-
ADMINISTRATION GROSS REC TO OPER - W	2-12-0000-963	1,016.28	1,340.00	323.72
ADMINISTRATION OTHER	2-12-0000-990	11,352.06	32,000.00	20,647.94
ADMINISTRATION TAX DISCOUNTS	2-12-0000-991	12,329.96	0.00	12,329.96-
ADMINISTRATION PUBLIC REC. - PROMOTI	2-12-0000-999	544.95	1,000.00	455.05
	TOTAL ADMINISTRATION:	876,231.92	978,944.00	102,712.08
<b>TAX RECOVERY PROPERTY</b>				
TAX RECOVERY PROPERTY - POWER	2-12-0600-541	100.32	0.00	100.32-
TAX RECOVERY PROPERTY - RECOVERIES T	2-12-0600-963	45.50	0.00	45.50-
	TOTAL TAX RECOVERY PROPERTY:	145.82	0.00	145.82-
<b>POLICE</b>				
POLICE TRANSFERS TO PROVINCIAL GOVER	2-21-0000-340	142,343.00	142,350.00	7.00
	TOTAL POLICE:	142,343.00	142,350.00	7.00
<b>SAFETY &amp; RISK MANAGEMENT</b>				
SAFETY & RISK MANAGEMENT TRAINING	2-22-0000-212	0.00	2,000.00	2,000.00
SAFETY & RISK MANAGEMENT SUBSCRIPTIO	2-22-0000-221	1,346.55	1,950.00	603.45
SAFETY & RISK MANAGEMENT CONTRACTED	2-22-0000-250	950.03	1,200.00	249.97
SAFETY & RISK MANAGEMENT GOODS	2-22-0000-500	352.44	1,100.00	747.56
	TOTAL SAFETY & RISK MANAGEMENT:	2,649.02	6,250.00	3,600.98
<b>FIRE</b>				
FIRE SALARIES - OFFICERS & FIRE FIGH	2-23-0000-111	114,800.00	134,000.00	19,200.00
FIRE BENEFITS - FIRE FIGHTERS	2-23-0000-131	3,196.97	9,600.00	6,403.03
FIRE NON T4 BENEFITS	2-23-0000-133	1,480.00	1,500.00	20.00

For All Revenue, Expense Accounts  
Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2024  
To 31/12/2024

Description	Account	YTD Actual	YTD Budget	YTD Variance
FIRE TRAVEL	2-23-0000-211	8,348.35	7,000.00	1,348.35-
FIRE TRAINING	2-23-0000-212	27,685.00	22,300.00	5,385.00-
FIRE FREIGHT	2-23-0000-215	946.80	500.00	446.80-
FIRE TELEPHONE	2-23-0000-217	6,245.82	7,100.00	854.18
FIRE ADVERTISING	2-23-0000-220	230.70	900.00	669.30
FIRE MEMBERSHIPS	2-23-0000-221	910.00	900.00	10.00-
FIRE CONTRACTED SERVICES	2-23-0000-232	33,051.04	33,100.00	48.96
FIRE CONTRACTED REPAIRS	2-23-0000-250	10,271.12	14,000.00	3,728.88
FIRE CONTRACTED VEHICLE REPAIRS	2-23-0000-255	1,978.50	5,000.00	3,021.50
FIRE INSURANCE	2-23-0000-274	21,892.96	22,990.00	1,097.04
FIRE PREVENTION & INVESTIGATION	2-23-0000-275	0.00	600.00	600.00
FIRE GOODS	2-23-0000-500	24,933.96	20,215.00	4,718.96-
FIRE PETROLEUM PRODUCTS	2-23-0000-521	8,840.85	9,900.00	1,059.15
FIRE VEHICLE MAINTENANCE	2-23-0000-523	499.40	200.00	299.40-
FIRE HEATING	2-23-0000-540	10,871.48	11,900.00	1,028.52
FIRE POWER	2-23-0000-541	12,595.56	15,900.00	3,304.44
FIRE GROSS RECOVERIES TO OPERATING	2-23-0000-963	14,976.26	16,800.00	1,823.74
FIRE OTHER	2-23-0000-990	50.00	0.00	50.00-
	<b>TOTAL FIRE:</b>	<b>303,804.77</b>	<b>334,405.00</b>	<b>30,600.23</b>
<b>FIRE - EAST CENTRAL EMERGENCY TRAINING PARTNERSHIP</b>				
FIRE - ECETP TRAINING	2-23-0200-212	12,250.00	12,600.00	350.00
FIRE - ECETP CONTRACTED SERVICES	2-23-0200-232	400.00	0.00	400.00-
FIRE - ECETP ADDED TO OPERATING RESE	2-23-0200-764	0.00	7,900.00	7,900.00
	<b>TOTAL FIRE - ECETP:</b>	<b>12,650.00</b>	<b>20,500.00</b>	<b>7,850.00</b>
<b>EMERGENCY SERVICES</b>				
EMERGENCY SERVICES TRAINING	2-24-0000-212	0.00	2,000.00	2,000.00
EMERGENCY SERVICES CONTRACTED SERVI	2-24-0000-232	10,400.04	10,400.00	0.04-
EMERGENCY SERVICES GOODS	2-24-0000-500	347.79	900.00	552.21
	<b>TOTAL EMERGENCY SERVICES:</b>	<b>10,747.83</b>	<b>13,300.00</b>	<b>2,552.17</b>
<b>BY-LAW ENFORCEMENT</b>				
BYLAW STAFF TRAVEL	2-26-0000-211	476.19	1,000.00	523.81
BYLAW STAFF TRAINING	2-26-0000-212	600.00	1,000.00	400.00
BYLAW FREIGHT	2-26-0000-215	584.00	700.00	116.00
BYLAW TELEPHONE	2-26-0000-217	1,289.31	1,190.00	99.31-
BYLAW ADVERTISING	2-26-0000-220	1,923.21	1,000.00	923.21-
BYLAW MEMBERSHIP	2-26-0000-221	1,003.57	200.00	803.57-
BYLAW PROFESSIONAL SERVICES	2-26-0000-232	48,778.25	47,800.00	978.25-
BYLAW CONTRACTED VEHICLE REPAIRS	2-26-0000-255	50.00	400.00	350.00
BYLAW INSURANCE	2-26-0000-274	766.00	550.00	216.00-
BYLAW GOODS	2-26-0000-500	4,351.14	2,500.00	1,851.14-
BYLAW PETROLEUM PRODUCTS	2-26-0000-521	510.50	1,200.00	689.50
BYLAW VEHICLE MAINTENANCE	2-26-0000-523	1,777.70	0.00	1,777.70-
BYLAW WORK BILLED TO OTHERS	2-26-0000-998	2,845.20	3,000.00	154.80
	<b>TOTAL BY-LAW ENFORCEMENT:</b>	<b>64,955.07</b>	<b>60,540.00</b>	<b>4,415.07-</b>
<b>DOG CONTROL</b>				
DOG CONTROL POSTAGE	2-28-0000-215	606.11	700.00	93.89
DOG CONTROL ADVERTISING	2-28-0000-220	340.23	300.00	40.23-
DOG CONTROL CONTRACTED SERVICES	2-28-0000-232	1,199.82	1,500.00	300.18
DOG CONTROL GOODS	2-28-0000-500	510.75	600.00	89.25
DOG CONTROL GRANT TO OTHER AGENCIES	2-28-0000-770	10,000.00	10,000.00	0.00
	<b>TOTAL DOG CONTROL:</b>	<b>12,656.91</b>	<b>13,100.00</b>	<b>443.09</b>
<b>COMMON SERVICES</b>				
COMMON SERVICES SALARIES	2-31-0000-110	221,685.58	252,200.00	30,514.42
COMMON SERVICES SEASONAL SALARIES	2-31-0000-111	5,172.26	3,700.00	1,472.26-
COMMON SERVICES EMPLOYEE BENEFITS	2-31-0000-130	14,841.23	19,300.00	4,458.77
COMMON SERVICES SEASONAL BENEFITS	2-31-0000-131	226.09	300.00	73.91
COMMON SERVICES NON T4 BENEFITS	2-31-0000-133	36,933.23	43,300.00	6,366.77
COMMON SERVICES TRAVEL	2-31-0000-211	0.00	500.00	500.00
COMMON SERVICES TRAINING	2-31-0000-212	914.68	1,500.00	585.32
COMMON SERVICES FREIGHT	2-31-0000-215	1,056.81	1,800.00	743.19
COMMON SERVICES TELEPHONE	2-31-0000-217	4,794.88	4,600.00	194.88-
COMMON SERVICES ADVERTISING & PRINTI	2-31-0000-220	585.05	700.00	114.95
COMMON SERVICES CONTRACTED SERVICES	2-31-0000-232	4,660.31	2,800.00	1,860.31-
COMMON SERVICES CONTRACTED REPAIRS	2-31-0000-250	36,023.21	33,000.00	3,023.21-
COMMON SERV CONTRACTED EQUIPMENT REP	2-31-0000-253	11,611.50	10,000.00	1,611.50-

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2024  
 To 31/12/2024

Description	Account	YTD Actual	YTD Budget	YTD Variance
COMMON SERV CONTRACTED VEHICLE REPAI	2-31-0000-255	28,650.00	24,500.00	4,150.00-
COMMON SERVICES INSURANCE	2-31-0000-274	31,585.04	33,610.00	2,024.96
COMMON SERVICES GOODS	2-31-0000-500	19,807.13	21,530.00	1,722.87
COMMON SERVICES PETROLEUM PRODUCTS	2-31-0000-521	38,462.57	50,200.00	11,737.43
COMMON SERVICE EQUIPMENT MAINTENANCE	2-31-0000-522	2,552.00	15,700.00	13,148.00
COMMON SERVICES VEHICLE MAINTENANCE	2-31-0000-523	16,010.02	15,600.00	410.02-
COMMON SERVICES HEATING	2-31-0000-540	15,683.53	22,000.00	6,316.47
COMMON SERVICES POWER	2-31-0000-541	14,270.13	18,400.00	4,129.87
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	2,607.68	3,000.00	392.32
TOTAL COMMON SERVICES:		508,132.93	620,020.00	111,887.07
<b>STREETS &amp; ROADS</b>				
S & R SALARIES	2-32-0000-110	79,893.65	87,500.00	7,606.35
S & R SEASONAL SALARIES	2-32-0000-111	7,256.17	5,500.00	1,756.17-
S & R BENEFITS	2-32-0000-130	6,389.84	6,400.00	10.16
S & R SEASONAL BENEFITS	2-32-0000-131	411.92	400.00	11.92-
S & R NON T4 BENEFITS	2-32-0000-133	13,256.49	14,400.00	1,143.51
S & R FREIGHT	2-32-0000-215	459.97	1,200.00	740.03
S & R CONTRACTED SERVICES	2-32-0000-232	7,350.00	15,000.00	7,650.00
S & R CONTRACTED REPAIRS	2-32-0000-250	76,271.74	165,000.00	88,728.26
S & R EQUIPMENT MAINTENANCE	2-32-0000-253	2,728.76	5,000.00	2,271.24
S & R VEHICLE REPAIRS	2-32-0000-255	700.00	1,500.00	800.00
S & R GOODS	2-32-0000-500	26,492.65	30,500.00	4,007.35
S & R EQUIPMENT GOODS	2-32-0000-522	7,395.24	5,600.00	1,795.24-
S & R VEHICLE MAINTENANCE	2-32-0000-523	44.38	2,500.00	2,455.62
S & R STREET LIGHTS	2-32-0000-553	106,229.16	128,000.00	21,770.84
S & R TRANSFER TO CAPITAL	2-32-0000-762	0.00	584,890.00	584,890.00
S & R ADDED TO OPERATING RESERVE	2-32-0000-764	0.00	246,300.00	246,300.00
TOTAL STREETS & ROADS:		334,879.97	1,299,690.00	964,810.03
<b>AIRPORT</b>				
AIRPORT SALARIES	2-33-0000-110	4,638.71	2,200.00	2,438.71-
AIRPORT SEASONAL SALARIES	2-33-0000-111	1,407.27	3,600.00	2,192.73
AIRPORT BENEFITS	2-33-0000-130	395.12	200.00	195.12-
AIRPORT SEASONAL BENEFITS	2-33-0000-131	80.22	300.00	219.78
AIRPORT NON T-4 BENEFITS	2-33-0000-133	700.27	400.00	300.27-
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	4,881.44	2,100.00	2,781.44-
AIRPORT CONTRACTED REPAIRS	2-33-0000-250	786.86	2,300.00	1,513.14
AIRPORT VEHICLE REPAIRS	2-33-0000-255	0.00	200.00	200.00
AIRPORT INSURANCE	2-33-0000-274	5,214.63	5,480.00	265.37
AIRPORT GOODS	2-33-0000-500	270.67	1,500.00	1,229.33
AIRPORT VEHICLE GOODS	2-33-0000-523	0.00	100.00	100.00
AIRPORT HEATING	2-33-0000-540	1,785.07	2,400.00	614.93
AIRPORT POWER	2-33-0000-541	5,101.36	11,400.00	6,298.64
AIRPORT WATER & SEWER	2-33-0000-542	440.00	500.00	60.00
TOTAL AIRPORT:		25,750.79	32,830.00	7,079.21
<b>WATER PLANT</b>				
WATER PLANT CONTRACTED REPAIRS	2-41-0100-250	9,503.10	0.00	9,503.10-
WATER PLANT CHARGES FROM COMMISSION	2-41-0100-300	835,141.32	906,600.00	71,458.68
WATER PLANT POWER	2-41-0100-541	24,848.62	32,600.00	7,751.38
TOTAL WATER PLANT:		869,493.04	939,200.00	69,706.96
<b>WATER LINES &amp; DISTRIBUTION</b>				
WATER LINES SALARIES	2-41-0200-110	91,557.68	143,900.00	52,342.32
WATER LINES SEASONAL SALARIES	2-41-0200-111	1,123.78	3,000.00	1,876.22
WATER LINES BENEFITS	2-41-0200-130	7,785.82	12,000.00	4,214.18
WATER LINES SEASONAL BENEFITS	2-41-0200-131	77.30	200.00	122.70
WATER LINES NON T4 BENEFITS	2-41-0200-133	14,859.99	25,200.00	10,340.01
WATER LINES TRAVEL & TRAINING	2-41-0200-211	6,158.60	7,000.00	841.40
WATER LINES FREIGHT & POSTAGE	2-41-0200-215	4,153.67	9,200.00	5,046.33
WATER LINES ADVERTISING	2-41-0200-220	1,579.95	1,000.00	579.95-
WATER LINES PROFESSIONAL SERVICES	2-41-0200-232	10,892.74	9,300.00	1,592.74-
WATER LINES CONTRACTED REPAIRS	2-41-0200-250	33,080.00	35,000.00	1,920.00
WATER LINES GOODS	2-41-0200-500	35,138.82	20,000.00	15,138.82-
WATER LINES ADDED TO OPERATING RESER	2-41-0200-764	0.00	50,000.00	50,000.00
TOTAL WATER LINES & DISTRIBUTION:		206,408.35	315,800.00	109,391.65

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2024  
 To 31/12/2024

Description	Account	YTD Actual	YTD Budget	YTD Variance
<b>SANITARY SEWERS</b>				
SEWERS SALARIES	2-42-0000-110	32,495.02	29,700.00	2,795.02-
SEWERS SEASONAL SALARIES	2-42-0000-111	1,032.24	0.00	1,032.24-
SEWERS BENEFITS	2-42-0000-130	2,939.64	2,300.00	639.64-
SEWERS SEASONAL BENEFITS	2-42-0000-131	55.78	0.00	55.78-
SEWERS NON T4 BENEFITS	2-42-0000-133	5,929.41	5,200.00	729.41-
SEWERS FREIGHT & POSTAGE	2-42-0000-215	329.55	500.00	170.45
SEWERS LIFT STATION TELEPHONES	2-42-0000-217	1,643.14	1,800.00	156.86
SEWERS CONTRACTED REPAIRS	2-42-0000-250	35,974.41	60,000.00	24,025.59
SEWERS INSURANCE	2-42-0000-274	4,359.11	4,580.00	220.89
SEWERS GOODS	2-42-0000-500	9,691.94	32,000.00	22,308.06
SEWERS HEATING	2-42-0000-540	1,235.09	1,500.00	264.91
SEWERS POWER	2-42-0000-541	10,964.37	13,300.00	2,335.63
SEWERS ADDED TO OPERATING RESERVE	2-42-0000-764	0.00	50,000.00	50,000.00
	TOTAL SANITARY SEWERS:	106,649.70	200,880.00	94,230.30
<b>GARBAGE</b>				
GARBAGE REMOVAL CONTRACT	2-43-0000-235	75,400.00	75,400.00	0.00
GARBAGE GOODS	2-43-0000-500	352.44	300.00	52.44-
	TOTAL GARBAGE:	75,752.44	75,700.00	52.44-
<b>REGIONAL WASTE</b>				
REGIONAL WASTE BCWMC CONTRACT	2-44-0000-235	334,554.88	334,400.00	154.88-
REGIONAL WASTE - TRANSFER TO RESERVE	2-44-0000-764	0.00	19,400.00	19,400.00
	TOTAL REGIONAL WASTE SYSTEM:	334,554.88	353,800.00	19,245.12
<b>FCSS</b>				
FCSS SALARIES	2-51-0100-110	5,005.42	5,400.00	394.58
FCSS BENEFITS	2-51-0100-130	460.57	500.00	39.43
FCSS NON T4 BENEFITS	2-51-0100-133	1,203.32	1,100.00	103.32-
FCSS TRAVEL	2-51-0100-211	2,050.47	1,000.00	1,050.47-
FCSS TRAINING	2-51-0100-212	714.05	700.00	14.05-
FCSS FREIGHT & POSTAGE	2-51-0100-215	270.00	300.00	30.00
FCSS ADVERTISING	2-51-0100-220	792.89	900.00	107.11
FCSS SUBSCRIPTIONS/MEMBERSHIPS	2-51-0100-221	466.00	500.00	34.00
FCSS CONTRACTED PROFESSIONAL SERVICE	2-51-0100-232	22,750.00	22,800.00	50.00
FCSS INSURANCE	2-51-0100-274	11.00	11.00	0.00
FCSS GOODS	2-51-0100-500	1,800.00	2,100.00	300.00
FCSS GRANT TO SENIOR CIRCLE	2-51-0100-770	525.98	610.00	84.02
	TOTAL FCSS:	36,049.70	35,921.00	128.70-
<b>FCSS COORDINATOR</b>				
COORDINATOR SALARIES	2-51-0200-110	10,011.04	10,800.00	788.96
COORDINATOR BENEFITS	2-51-0200-130	892.97	1,000.00	107.03
COORDINATOR NON T4 BENEFITS	2-51-0200-133	2,192.80	2,300.00	107.20
COORDINATOR TRAVEL	2-51-0200-211	285.71	1,200.00	914.29
COORDINATOR TRAINING	2-51-0200-212	0.00	700.00	700.00
COORDINATOR POSTAGE & FREIGHT	2-51-0200-215	270.00	300.00	30.00
COORDINATOR TELEPHONE	2-51-0200-217	342.84	400.00	57.16
COORDINATOR ADVERTISING	2-51-0200-220	2,508.59	2,800.00	291.41
COORDINATOR SUBSCRIPTIONS/MEMBERSHIP	2-51-0200-221	0.00	100.00	100.00
COORDINATOR CONTRACTED PROFESSIONAL	2-51-0200-232	19,500.00	19,500.00	0.00
COORDINATOR GOODS	2-51-0200-500	840.00	1,200.00	360.00
COORDINATOR PROGRAM EXPENSES	2-51-0200-510	75,985.47	99,800.00	23,814.53
	TOTAL COORDINATOR:	112,829.42	140,100.00	27,270.58
<b>YOUTH CLUB SUPPORT</b>				
FCSS YOUTH CLUB SUPPORT SALARIES	2-51-0300-110	5,005.42	5,400.00	394.58
FCSS YOUTH CLUB SUPPORT BENEFITS	2-51-0300-130	446.49	500.00	53.51
FCSS YOUTH CLUB SUPPORT NON T4 BENE	2-51-0300-133	1,096.39	1,100.00	3.61
FCSS YOUTH CLUB SUPPORT ADVERTISING	2-51-0300-220	1,833.96	2,500.00	666.04
FCSS YOUTH CLUB SUPPORT PROFESSIONAL	2-51-0300-232	9,750.00	9,800.00	50.00
FCSS YOUTH CLUB SUPPORT GOODS	2-51-0300-500	480.00	700.00	220.00
	TOTAL FCSS YOUTH CLUB SUPPORT:	18,612.26	20,000.00	1,387.74
<b>COMMUNITY SERVICES VANS</b>				
CSD VAN CONTRACTED VEHICLE REPAIRS	2-51-0500-255	390.00	500.00	110.00
CSD VAN INSURANCE	2-51-0500-274	3,500.00	3,660.00	160.00
CSD VAN GOODS	2-51-0500-500	9.00	100.00	91.00



For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2024  
 To 31/12/2024

Description	Account	YTD Actual	YTD Budget	YTD Variance
CSD VAN PETROLEUM PRODUCTS	2-51-0500-521	0.00	100.00	100.00
CSD VAN VEHICLE MAINTENANCE	2-51-0500-523	5.66	800.00	794.34
CSD VAN OTHER	2-51-0500-990	86,500.00	0.00	86,500.00-
	TOTAL COMMUNITY SERVICES VANS:	90,404.66	5,160.00	85,244.66-
<b>CEMETERY</b>				
CEMETERY SALARIES	2-56-0000-110	7,850.14	9,200.00	1,349.86
CEMETERY SEASONAL SALARIES	2-56-0000-111	4,877.07	6,000.00	1,122.93
CEMETERY BENEFITS	2-56-0000-130	677.47	800.00	122.53
CEMETERY SEASONAL BENEFITS	2-56-0000-131	281.36	400.00	118.64
CEMETERY NON T-4 BENEFITS	2-56-0000-133	1,357.19	1,700.00	342.81
CEMETERY ADVERTISING	2-56-0000-220	224.88	100.00	124.88-
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	30.00	3.60
CEMETERY GOODS	2-56-0000-500	2,354.32	5,000.00	2,645.68
CEMETERY PETROLEUM PRODUCTS	2-56-0000-521	675.72	700.00	24.28
	TOTAL CEMETERY:	18,964.45	29,630.00	10,665.55
<b>MUNICIPAL PLANNING COMMISSION</b>				
MPC GOODS	2-61-0100-500	0.00	500.00	500.00
	TOTAL MUNICIPAL PLANNING COMMISSION:	0.00	500.00	500.00
<b>COMMERCIAL OFFICE BUILDING</b>				
COMMERCIAL OFFICE INSURANCE	2-61-0200-274	1,134.13	0.00	1,134.13-
COMMERCIAL OFFICE HEATING	2-61-0200-540	592.02	0.00	592.02-
COMMERCIAL OFFICE POWER	2-61-0200-541	310.47-	0.00	310.47
	TOTAL COMMERCIAL OFFICE BUILDING:	1,415.68	0.00	1,415.68-
<b>TOURISM</b>				
TOURISM SALARIES	2-61-0300-110	21,269.68	22,100.00	830.32
TOURISM BENEFITS	2-61-0300-130	1,492.25	1,800.00	307.75
TOURISM NON T4 BENEFITS	2-61-0300-133	2,942.89	3,800.00	857.11
TOURISM TRAVEL	2-61-0300-211	0.00	100.00	100.00
TOURISM FREIGHT & POSTAGE	2-61-0300-215	270.00	500.00	230.00
TOURISM ADVERTISING	2-61-0300-220	818.36	2,000.00	1,181.64
TOURISM GOODS	2-61-0300-500	0.00	500.00	500.00
	TOTAL TOURISM:	26,793.18	30,800.00	4,006.82
<b>BUSINESS &amp; COMMUNICATIONS</b>				
B & C SALARIES	2-61-0400-110	85,076.22	88,200.00	3,123.78
B & C BENEFITS	2-61-0400-130	5,968.69	7,200.00	1,231.31
B & C NON T4 BENEFIT	2-61-0400-133	11,770.64	15,400.00	3,629.36
B & C TRAVEL	2-61-0400-211	0.00	1,000.00	1,000.00
B & C TRAINING	2-61-0400-212	0.00	1,000.00	1,000.00
B & C FREIGHT & POSTAGE	2-61-0400-215	270.00	300.00	30.00
B & C TELEPHONES	2-61-0400-217	914.26	1,100.00	185.74
B & C ADVERTISING & PRINTING	2-61-0400-220	1,585.78	1,800.00	214.22
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	45,064.66	49,000.00	3,935.34
B & C INSURANCE	2-61-0400-274	145.23	150.00	4.77
B & C GOODS	2-61-0400-500	3,162.73	2,500.00	662.73-
B & C PETROLEUM PRODUCTS	2-61-0400-521	480.00	500.00	20.00
B & C POWER	2-61-0400-541	3,117.67	4,500.00	1,382.33
	TOTAL BUSINESS & COMMUNICATIONS:	160,957.58	176,050.00	15,092.42
<b>VISITOR INFORMATION CENTRE</b>				
VIC SALARIES	2-62-0000-110	899.59	2,700.00	1,800.41
VIC SEASONAL SALARIES	2-62-0000-111	275.60	1,200.00	924.40
VIC BENEFITS	2-62-0000-130	72.09	200.00	127.91
VIC SEASONAL BENEFITS	2-62-0000-131	17.63	100.00	82.37
VIC NON T4 BENEFITS	2-62-0000-133	139.53	500.00	360.47
VIC TELEPHONES	2-62-0000-217	371.40	400.00	28.60
VIC ADVERTISING & PRINTING	2-62-0000-220	576.75	900.00	323.25
VIC CONTRACTED SERVICES	2-62-0000-232	3,219.26	1,200.00	2,019.26-
VIC CONTRACTED REPAIR	2-62-0000-250	2,158.37	1,000.00	1,158.37-
VIC INSURANCE	2-62-0000-274	1,294.18	1,360.00	65.82
VIC GOODS	2-62-0000-500	1,876.73	2,000.00	123.27
VIC HEATING	2-62-0000-540	1,235.09	1,500.00	264.91
VIC POWER	2-62-0000-541	2,078.45	3,000.00	921.55

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2024  
 To 31/12/2024

Description	Account	YTD Actual	YTD Budget	YTD Variance
VIC WATER	2-62-0000-963	4,262.98	4,100.00	162.98-
	TOTAL VISITOR INFORMATION CENTRE:	18,477.65	20,160.00	1,682.35
<b>SUBDIVISION</b>				
SUBDIVISION OTHER	2-66-0000-990	708.33	0.00	708.33-
	TOTAL SUBDIVISION:	708.33	0.00	708.33-
<b>COMMUNITY SERVICES BOARD</b>				
COMMUNITY SERVICES BOARD GOODS	2-71-0000-500	100.00	500.00	400.00
COMMUNITY SERVICES BOARD GRANTS	2-71-0000-770	3,000.00	3,000.00	0.00
	TOTAL COMMUNITY SERVICES BOARD:	3,100.00	3,500.00	400.00
<b>RECREATION</b>				
RECREATION SALARIES	2-72-0000-110	17,014.81	10,800.00	6,214.81-
RECREATION SEASONAL SALARIES	2-72-0000-111	0.00	10,500.00	10,500.00
RECREATION BENEFITS	2-72-0000-130	1,568.27	1,000.00	568.27-
RECREATION SEASONAL BENEFITS	2-72-0000-131	0.00	700.00	700.00
RECREATION NON T4 BENEFITS	2-72-0000-133	3,926.27	2,300.00	1,626.27-
RECREATION TRAVEL	2-72-0000-211	1,013.22	1,800.00	786.78
RECREATION TRAINING	2-72-0000-212	1,792.50	3,100.00	1,307.50
RECREATION FREIGHT & POSTAGE	2-72-0000-215	270.00	300.00	30.00
RECREATION TELEPHONE	2-72-0000-217	1,485.69	1,900.00	414.31
RECREATION ADVERTISING	2-72-0000-220	2,171.27	2,800.00	628.73
RECREATION SUBSCRIPTIONS/MEMBERSHIPS	2-72-0000-221	541.00	900.00	359.00
RECREATION PROFESSIONAL SERVICES	2-72-0000-232	18,600.50	24,000.00	5,399.50
RECREATION INSURANCE	2-72-0000-274	12,044.50	12,650.00	605.50
RECREATION GOODS	2-72-0000-500	778.25	1,200.00	421.75
RECREATION PROGRAM EXPENSES	2-72-0000-510	7,022.57	1,000.00	6,022.57-
RECREATION PETROLEUM - CAR ALLOWANCE	2-72-0000-521	881.56	2,400.00	1,518.44
RECREATION VEHICLE MAINTENANCE	2-72-0000-523	664.04	300.00	364.04-
RECREATION TRANSFER TO CAPITAL	2-72-0000-762	0.00	90,000.00	90,000.00
RECREATION OTHER	2-72-0000-990	3,705.55	5,800.00	2,094.45
	TOTAL RECREATION:	73,480.00	173,450.00	99,970.00
<b>SWIMMING &amp; WADING POOLS</b>				
POOLS SALARIES	2-72-0100-110	11,211.96	14,700.00	3,488.04
POOL SEASONAL SALARIES	2-72-0100-111	143,420.25	118,800.00	24,620.25-
POOLS BENEFITS	2-72-0100-130	1,022.71	1,300.00	277.29
POOL SEASONAL BENEFITS	2-72-0100-131	7,030.26	8,200.00	1,169.74
POOLS NON T-4 BENEFITS	2-72-0100-133	2,098.35	2,700.00	601.65
POOLS TRAVEL	2-72-0100-211	40.00	1,000.00	960.00
POOLS TRAINING	2-72-0100-212	234.28	1,000.00	765.72
POOLS FREIGHT & POSTAGE	2-72-0100-215	3,083.76	2,400.00	683.76-
POOLS TELEPHONE	2-72-0100-217	485.69	480.00	5.69-
POOLS ADVERTISING	2-72-0100-220	1,138.94	1,200.00	61.06
POOL CONTRACTED SERVICES	2-72-0100-232	3,298.71	3,300.00	1.29
POOLS CONTRACTED REPAIRS	2-72-0100-250	2,057.79	6,500.00	4,442.21
POOLS INSURANCE	2-72-0100-274	9,076.46	9,530.00	453.54
POOLS GOODS	2-72-0100-500	22,933.19	16,500.00	6,433.19-
POOL RETAIL GOODS	2-72-0100-501	2,522.74	2,000.00	522.74-
POOLS CHEMICALS	2-72-0100-531	23,850.16	21,200.00	2,650.16-
POOLS HEATING	2-72-0100-540	22,123.17	17,500.00	4,623.17-
POOLS POWER	2-72-0100-541	18,136.36	24,800.00	6,663.64
POOLS GROSS RECOVERIES TO OPERATING	2-72-0100-963	4,812.19	5,040.00	227.81
	TOTAL SWIMMING POOLS:	278,576.97	258,150.00	20,426.97-
<b>ARENA</b>				
ARENA SALARIES	2-72-0200-110	125,853.13	140,500.00	14,646.87
ARENA SEASONAL SALARIES	2-72-0200-111	9,396.14	12,000.00	2,603.86
ARENA BENEFITS	2-72-0200-130	9,655.72	11,700.00	2,044.28
ARENA SEASONAL BENEFITS	2-72-0200-131	673.95	800.00	126.05
ARENA NON T4 BENEFITS	2-72-0200-133	20,678.61	24,700.00	4,021.39
ARENA TRAVEL	2-72-0200-211	597.10	1,600.00	1,002.90
ARENA TRAINING	2-72-0200-212	2,375.61	2,600.00	224.39
ARENA FREIGHT & POSTAGE	2-72-0200-215	693.44	800.00	106.56
ARENA TELEPHONE	2-72-0200-217	371.40	360.00	11.40-
ARENA ADVERTISING & PRINTING	2-72-0200-220	801.63	1,000.00	198.37
ARENA CONTRACTED SERVICES	2-72-0200-232	12,931.14	4,800.00	8,131.14-
ARENA CONTRACTED REPAIRS	2-72-0200-250	5,375.55	17,600.00	12,224.45
ARENA CONTRACTED EQUIPMENT REPAIRS	2-72-0200-253	5,571.07	6,400.00	828.93

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2024  
 To 31/12/2024

Description	Account	YTD Actual	YTD Budget	YTD Variance
ARENA INSURANCE	2-72-0200-274	14,054.20	14,760.00	705.80
ARENA GOODS	2-72-0200-500	11,748.85	17,900.00	6,151.15
ARENA PETROLEUM PRODUCTS	2-72-0200-521	4,381.96	4,600.00	218.04
ARENA HEATING	2-72-0200-540	30,154.26	31,400.00	1,245.74
ARENA POWER	2-72-0200-541	16,685.43	26,700.00	10,014.57
ARENA GROSS RECOVERIES TO OPERATING	2-72-0200-963	3,471.09	4,570.00	1,098.91
ARENA ICE PLANT CONTRACTED REPAIRS	2-72-0201-250	3,799.13	11,800.00	8,000.87
ARENA ICE PLANT GOODS	2-72-0201-500	0.00	500.00	500.00
ARENA ICE PLANT POWER	2-72-0201-541	15,205.01	19,400.00	4,194.99
<b>TOTAL ARENA:</b>		<b>294,474.42</b>	<b>356,490.00</b>	<b>62,015.58</b>
<b>PARKS SHOP</b>				
PARKS SHOP TELEPHONE	2-72-0300-217	742.80	720.00	22.80
PARKS SHOP CONTRACTED REPAIRS	2-72-0300-250	4,420.11	4,000.00	420.11
PARKS SHOP INSURANCE	2-72-0300-274	1,950.77	2,050.00	99.23
PARKS SHOP GOODS	2-72-0300-500	2,129.96	1,300.00	829.96
PARKS SHOP HEATING	2-72-0300-540	6,337.01	7,500.00	1,162.99
PARKS SHOP POWER	2-72-0300-541	3,045.06	3,900.00	854.94
PARKS SHOP GROSS RECOVERIES TO OPERA	2-72-0300-963	538.22	700.00	161.78
<b>TOTAL PARKS SHOP:</b>		<b>19,163.93</b>	<b>20,170.00</b>	<b>1,006.07</b>
<b>CURLING RINK</b>				
CURLING RINK SALARIES	2-72-0400-110	4,610.22	5,400.00	789.78
CURLING RINK SEASONAL SALARIES	2-72-0400-111	1,085.50	2,400.00	1,314.50
CURLING RINK BENEFITS	2-72-0400-130	408.62	500.00	91.38
CURLING RINK SEASONAL BENEFITS	2-72-0400-131	57.83	200.00	142.17
CURLING RINK NON T4 BENEFITS	2-72-0400-133	894.71	1,000.00	105.29
CURLING RINK CONTRACTED REPAIRS	2-72-0400-250	9,884.75	5,600.00	4,284.75
CURLING RINK INSURANCE	2-72-0400-274	9,843.18	10,330.00	486.82
CURLING RINK GOODS	2-72-0400-500	1,334.79	1,500.00	165.21
CURLING RINK HEATING	2-72-0400-540	18,505.21	19,500.00	994.79
CURLING RINK POWER	2-72-0400-541	8,683.30	14,500.00	5,816.70
CURLING RINK - SUBSIDY	2-72-0400-771	8,948.10	17,500.00	8,551.90
CURLING RINK GROSS RECOV TO OPERATIN	2-72-0400-963	1,337.12	2,040.00	702.88
CURLING RINK ICE PLANT REPAIRS	2-72-0401-250	3,799.10	11,800.00	8,000.90
CURLING RINK ICE PLANT GOODS	2-72-0401-500	0.00	500.00	500.00
CURLING RINK ICE PLANT POWER	2-72-0401-541	15,205.01	19,400.00	4,194.99
<b>TOTAL CURLING RINK:</b>		<b>84,597.44</b>	<b>112,170.00</b>	<b>27,572.56</b>
<b>BALL DIAMONDS</b>				
BALL DIAMOND SALARIES	2-72-0500-110	8,071.77	5,400.00	2,671.77
BALL DIAMOND SEASONAL SALARIES	2-72-0500-111	1,940.38	3,600.00	1,659.62
BALL DIAMOND BENEFITS	2-72-0500-130	704.82	500.00	204.82
BALL DIAMOND SEASONAL BENEFITS	2-72-0500-131	143.04	300.00	156.96
BALL DIAMONDS NON T-4 BENEFITS	2-72-0500-133	1,338.57	1,000.00	338.57
BALL DIAMOND CONTRACTED REPAIRS	2-72-0500-250	985.38	1,000.00	14.62
BALL DIAMOND GOODS	2-72-0500-500	14,649.96	11,500.00	3,149.96
BALL DIAMOND POWER	2-72-0500-541	1,046.93	1,030.00	16.93
BALL DIAMONDS GROSS RECOV FROM OPERA	2-72-0500-963	10,896.24	11,810.00	913.76
<b>TOTAL BALL DIAMONDS:</b>		<b>39,777.09</b>	<b>36,140.00</b>	<b>3,637.09</b>
<b>GOLF COURSE</b>				
GOLF COURSE INSURANCE	2-72-0600-274	3,507.57	3,680.00	172.43
<b>TOTAL GOLF COURSE:</b>		<b>3,507.57</b>	<b>3,680.00</b>	<b>172.43</b>
<b>FOX LAKE PARK</b>				
FOX LAKE SALARIES	2-72-0700-110	3,235.95	5,400.00	2,164.05
FOX LAKE SEASONAL SALARIES	2-72-0700-111	1,861.60	2,400.00	538.40
FOX LAKE BENEFITS	2-72-0700-130	314.50	500.00	185.50
FOX LAKE SEASONAL BENEFITS	2-72-0700-131	132.59	200.00	67.41
FOX LAKE NON T-4 BENEFITS	2-72-0700-133	777.83	1,000.00	222.17
FOX LAKE FREIGHT	2-72-0700-215	342.86	200.00	142.86
FOX LAKE ADVERTISING	2-72-0700-220	975.75	1,300.00	324.25
FOX LAKE CONTRACTED SERVICES	2-72-0700-232	32,683.80	34,200.00	1,516.20
FOX LAKE CONTRACTED REPAIRS	2-72-0700-250	5,666.23	5,000.00	666.23
FOX LAKE INSURANCE	2-72-0700-274	301.70	320.00	18.30
FOX LAKE GOODS	2-72-0700-500	4,375.74	5,000.00	624.26
FOX LAKE RETAIL ITEMS - ICE & NOVELT	2-72-0700-501	624.00	400.00	224.00
FOX LAKE PETROLEUM PRODUCTS	2-72-0700-521	700.00	700.00	0.00
FOX LAKE HEAT	2-72-0700-540	500.09	600.00	99.91

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2024  
 To 31/12/2024

Description	Account	YTD Actual	YTD Budget	YTD Variance
FOX LAKE POWER	2-72-0700-541	10,146.73	12,700.00	2,553.27
FOX LAKE GROSS RECOVERIES FROM OPERA	2-72-0700-963	8,421.00	8,420.00	1.00-
TOTAL FOX LAKE PARK:		71,060.37	78,340.00	7,279.63
<b>PARKS</b>				
PARKS SALARIES	2-72-0800-110	77,515.54	83,500.00	5,984.46
PARKS SEASONAL SALARIES	2-72-0800-111	90,605.67	73,000.00	17,605.67-
PARKS BENEFITS	2-72-0800-130	6,510.53	7,000.00	489.47
PARKS SEASONAL BENEFITS	2-72-0800-131	5,936.67	5,100.00	836.67-
PARKS NON T4 BENEFITS	2-72-0800-133	14,338.00	14,800.00	462.00
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	5,877.36	800.00	5,077.36-
PARKS CONTRACTED REPAIRS	2-72-0800-250	21,517.64	23,100.00	1,582.36
PARKS EQUIPMENT REPAIRS	2-72-0800-253	11,758.84	10,400.00	1,358.84-
PARKS CONTRACTED VEHICLE REPAIRS	2-72-0800-255	272.38	5,600.00	5,327.62
PARKS INSURANCE	2-72-0800-274	5,173.95	5,400.00	226.05
PARKS GOODS	2-72-0800-500	28,326.14	28,100.00	226.14-
PARKS PETROLEUM PRODUCTS	2-72-0800-521	12,779.37	12,700.00	79.37-
PARKS EQUIPMENT MAINTENANCE	2-72-0800-522	1,858.02	3,700.00	1,841.98
PARKS VEHICLE MAINTENANCE	2-72-0800-523	3,205.22	4,800.00	1,594.78
PARKS POWER	2-72-0800-541	2,961.19	3,100.00	138.81
PARKS RECOVERIES TO OPERATING	2-72-0800-963	24,749.94	22,980.00	1,769.94-
PARKS OTHER	2-72-0800-990	0.00	1,000.00	1,000.00
TOTAL PARKS:		314,173.71	306,680.00	7,493.71-
<b>PLAYGROUND PROGRAM</b>				
PLAYGROUND PROGRAM SEASONAL SALARIES	2-72-1000-111	28,443.30	23,100.00	5,343.30-
PLAYGROUND PROGRAM BENEFITS	2-72-1000-130	3.50	0.00	3.50-
PLAYGROUND PROGRAM SEASONAL BENEFITS	2-72-1000-131	1,358.57	1,600.00	241.43
PLAYGROUND PROGRAM NON T4 BENEFITS	2-72-1000-133	26.74	0.00	26.74-
PLAYGROUND PROGRAM TRAVEL	2-72-1000-211	259.05	300.00	40.95
PLAYGROUND PROGRAM TRAINING	2-72-1000-212	0.00	600.00	600.00
PLAYGROUND PROGRAM FREIGHT & POSTAGE	2-72-1000-215	135.00	140.00	5.00
PLAYGROUND PROGRAM TELEPHONE	2-72-1000-217	114.29	120.00	5.71
PLAYGROUND PROGRAM ADVERTISING	2-72-1000-220	1,138.94	1,200.00	61.06
PLAYGROUND PROGRAM CONTRACTED SERVIC	2-72-1000-232	3,250.00	5,800.00	2,550.00
PLAYGROUND PROGRAM GOODS	2-72-1000-500	7,096.86	6,200.00	896.86-
TOTAL PLAYGROUND PROGRAM:		41,826.25	39,060.00	2,766.25-
<b>SPRAY PARK</b>				
SPRAY PARK SALARIES	2-72-1200-110	2,741.06	1,300.00	1,441.06-
SPRAY PARK SEASONAL SALARIES	2-72-1200-111	624.00	1,200.00	576.00
SPRAY PARK EMPLOYEE BENEFITS	2-72-1200-130	243.23	100.00	143.23-
SPRAY PARK SEASONAL EMPLOYEE BENEFIT	2-72-1200-131	47.86	100.00	52.14
SPRAY PARK NON T-4 BENEFITS	2-72-1200-133	573.54	200.00	373.54-
SPRAY PARK FREIGHT	2-72-1200-215	511.07	200.00	311.07-
SPRAY PARK CONTRACTED REPAIRS	2-72-1200-250	573.50	500.00	73.50-
SPRAY PARK INSURANCE	2-72-1200-274	797.67	840.00	42.33
SPRAY PARK GOODS	2-72-1200-500	1,897.78	500.00	1,397.78-
SPRAY PARK CHEMICALS	2-72-1200-531	733.53	1,400.00	666.47
SPRAY PARK POWER	2-72-1200-541	1,565.02	2,200.00	634.98
SPRAY PARK RECOVERIES TO OPERATING	2-72-1200-963	2,324.48	2,480.00	155.52
TOTAL SPRAY PARK:		12,632.74	11,020.00	1,612.74-
<b>KING HUNTER PARK</b>				
KING HUNTER PARK SALARIES	2-72-1300-110	2,226.06	5,400.00	3,173.94
KING HUNTER PARK SEASONAL SALARIES	2-72-1300-111	11,455.48	9,600.00	1,855.48-
KING HUNTER PARK EMPLOYEE BENEFITS	2-72-1300-130	204.55	500.00	295.45
KING HUNTER PARK SEASONAL EMPL BENEF	2-72-1300-131	801.99	700.00	101.99-
KING HUNTER PARK EMP NON T4 BEN	2-72-1300-133	422.35	1,000.00	577.65
KING HUNTER PARK REPAIRS & MAINTENAN	2-72-1300-250	700.00	3,000.00	2,300.00
KING HUNTER PARK INSURANCE	2-72-1300-274	169.77	180.00	10.23
KING HUNTER PARK GOODS	2-72-1300-500	2,759.30	3,000.00	240.70
KING HUNTER PARK POWER	2-72-1300-541	1,701.51	1,800.00	98.49
KING HUNTER PARK RECOVERIES TO OPERA	2-72-1300-963	8,659.40	7,870.00	789.40-
TOTAL KING HUNTER PARK:		29,100.41	33,050.00	3,949.59
<b>SOCCER FIELDS</b>				
SOCCER FIELD SALARIES	2-72-1400-110	968.35	2,700.00	1,731.65

For All Revenue, Expense Accounts  
Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2024  
To 31/12/2024

Description	Account	YTD Actual	YTD Budget	YTD Variance
SOCCER FIELD SEASONAL SALARIES	2-72-1400-111	1,403.48	1,200.00	203.48-
SOCCER FIELD BENEFITS	2-72-1400-130	78.58	200.00	121.42
SOCCER FIELD SEASONAL BENEFITS	2-72-1400-131	89.63	100.00	10.37
SOCCER FIELD NON T-4 BENEFITS	2-72-1400-133	117.73	500.00	382.27
SOCCER FIELD GOODS	2-72-1400-500	420.84	1,500.00	1,079.16
SOCCER FIELDS POWER	2-72-1400-541	1,046.93	1,000.00	46.93-
SOCCER FIELD RECOVERIES FROM OPERATI	2-72-1400-963	4,819.36	5,300.00	480.64
	TOTAL SOCCER FIELDS:	8,944.90	12,500.00	3,555.10
<b>MUSEUM</b>				
MUSEUM GOODS	2-74-0100-500	23.38	0.00	23.38-
MUSEUM GAS	2-74-0100-540	5,439.56	6,100.00	660.44
MUSEUM POWER	2-74-0100-541	3,569.65	3,700.00	130.35
MUSEUM GRANT	2-74-0100-770	7,000.00	7,000.00	0.00
	TOTAL MUSEUM:	16,032.59	16,800.00	767.41
<b>LIBRARY</b>				
LIBRARY TELEPHONE	2-74-0200-217	742.80	700.00	42.80-
LIBRARY ADVERTISING	2-74-0200-220	461.40	800.00	338.60
LIBRARY CONTRACTED REPAIRS	2-74-0200-250	814.98	2,400.00	1,585.02
LIBRARY INSURANCE	2-74-0200-274	5,049.94	5,300.00	250.06
LIBRARY GOODS	2-74-0200-500	1,311.96	1,200.00	111.96-
LIBRARY HEATING	2-74-0200-540	5,506.33	5,600.00	93.67
LIBRARY POWER	2-74-0200-541	6,801.08	7,900.00	1,098.92
LIBRARY GRANTS	2-74-0200-770	20,583.24	21,600.00	1,016.76
LIBRARY PERSONNEL GRANTS	2-74-0200-771	71,465.38	71,500.00	34.62
LIBRARY GROSS RECOVERIES TO OPERATIN	2-74-0200-963	1,431.82	1,880.00	448.18
	TOTAL LIBRARY:	114,168.93	118,880.00	4,711.07
<b>CENTENNIAL PLACE</b>				
RCSC SALARIES	2-74-0800-110	64,411.98	61,100.00	3,311.98-
RCSC SEASONAL / PART TIME STAFF	2-74-0800-111	41,185.52	49,700.00	8,514.48
RCSC BENEFITS	2-74-0800-130	5,194.88	5,600.00	405.12
RCSC SEASONAL / PART TIME BENEFITS	2-74-0800-131	1,946.85	3,500.00	1,553.15
RCSC NON T4 BENEFITS	2-74-0800-133	8,358.08	10,700.00	2,341.92
RCSC STAFF TRAINING	2-74-0800-212	175.00	700.00	525.00
RCSC FREIGHT	2-74-0800-215	456.12	300.00	156.12-
RCSC TELEPHONE	2-74-0800-217	1,104.42	1,200.00	95.58
RCSC ADVERTISING	2-74-0800-220	2,061.77	2,700.00	638.23
RCSC CONTRACTED PROFESSIONAL SERVICE	2-74-0800-232	13,339.72	15,800.00	2,460.28
RCSC CONTRACTED REPAIRS	2-74-0800-250	6,645.61	2,200.00	4,445.61-
RCSC INSURANCE	2-74-0800-274	10,667.35	11,200.00	532.65
RCSC GOODS	2-74-0800-500	9,255.57	10,100.00	844.43
RCSC HEATING	2-74-0800-540	8,398.03	10,100.00	1,701.97
RCSC POWER	2-74-0800-541	15,979.68	22,200.00	6,220.32
RCSC WATER - RECOVERIES FROM OPERATI	2-74-0800-963	943.76	1,100.00	156.24
RCSC - HFC EQUIPMENT GOODS	2-74-0801-500	10,276.52	9,000.00	1,276.52-
	TOTAL CENTENNIAL PLACE:	200,400.86	217,200.00	16,799.14
<b>COMMUNITY CENTRE</b>				
COMMUNITY CENTRE SALARIES	2-74-0900-110	8,642.46	5,458.00	3,184.46-
COMMUNITY CENTRE SEASONAL SALARIES	2-74-0900-111	106.08	1,200.00	1,093.92
COMMUNITY CENTRE BENEFITS	2-74-0900-130	762.37	500.00	262.37-
COMMUNITY CENTRE SEASONAL BENEFITS	2-74-0900-131	8.17	100.00	91.83
COMMUNITY CENTRE NON T4 BENEFITS	2-74-0900-133	1,700.86	1,000.00	700.86-
COMMUNITY CENTRE FREIGHT & POSTAGE	2-74-0900-215	1,591.76	500.00	1,091.76-
COMMUNITY CENTRE TELEPHONE	2-74-0900-217	371.40	400.00	28.60
COMMUNITY CENTRE ADVERTISING	2-74-0900-220	337.31	200.00	137.31-
COMMUNITY CENTRE CONTRACTED SERVICES	2-74-0900-232	67,435.29	33,700.00	33,735.29-
COMMUNITY CENTRE CONTRACTED REPAIRS	2-74-0900-250	20,507.79	11,300.00	9,207.79-
COMMUNITY CENTRE INSURANCE	2-74-0900-274	6,515.42	6,840.00	324.58
COMMUNITY CENTRE GOODS	2-74-0900-500	7,515.20	4,100.00	3,415.20-
COMMUNITY CENTRE HEAT	2-74-0900-540	6,229.44	6,400.00	170.56
COMMUNITY CENTRE POWER	2-74-0900-541	11,128.91	13,500.00	2,371.09
COMMUNITY CENTRE GROSS REC TO OPERAT	2-74-0900-963	2,697.98	1,250.00	1,447.98-
	TOTAL COMMUNITY CENTRE:	135,550.44	86,448.00	49,102.44-
<b>LIONS HALL</b>				
LIONS HALL CONTRACTED REPAIRS	2-74-1000-250	269.00	1,000.00	731.00
LIONS HALL INSURANCE	2-74-1000-274	741.90	780.00	38.10

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2024  
 To 31/12/2024

Description	Account	YTD Actual	YTD Budget	YTD Variance
LIONS HALL GOODS	2-74-1000-500	176.40-	500.00	676.40
LIONS HALL HEAT	2-74-1000-540	2,715.68	3,200.00	484.32
LIONS HALL POWER	2-74-1000-541	1,305.04	1,700.00	394.96
LIONS HALL WATER - RECOVERIES FROM O	2-74-1000-963	495.38	580.00	84.62
	TOTAL LIONS HALL:	5,350.60	7,760.00	2,409.40
<b>GOVERNMENT REQUISITIONS</b>				
GOVERNMENT REQUISITION - SCHOOL	2-77-0000-741	498,762.81	665,000.00	166,237.19
GOVERNMENT REQUISITION - ACADIA FOUN	2-77-0000-754	174,078.00	174,100.00	22.00
GOVERNMENT REQUISITION - DESIGNATED	2-77-0000-755	0.00	680.00	680.00
PROVISION FOR DOUBTFUL ACCOUNTS	2-77-0000-757	8,498.30	2,500.00	5,998.30-
	TOTAL GOVERNMENT REQUISITIONS:	681,339.11	842,280.00	160,940.89
	TOTAL EXPENDITURES:	6,937,722.93	8,750,848.00	1,813,125.07
	TOTAL REVENUE & EXPENSES:	4,650,100.10-	7,915,821.00-	3,265,720.90-

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2024  
 To 31/12/2024

Description	Account	YTD Actual	YTD Budget	YTD Variance
<b>ASSETS - OPERATING</b>				
<b>CAPITAL FINANCES APPLIED (EXPENDITURES)</b>				
<b>ADMINISTRATION</b>				
ADMINISTRATION BUILDING ADDITIONS	8-12-0000-620	0.00	5,000.00	5,000.00
	TOTAL ADMINISTRATION:	0.00	5,000.00	5,000.00
<b>FIRE DEPARTMENT</b>				
FIRE MACHINES, EQUIPMENT	8-23-0000-630	612,019.09	624,600.00	12,580.91
	TOTAL FIRE DEPARTMENT:	612,019.09	624,600.00	12,580.91
<b>BYLAW</b>				
BYLAW VEHICLE ADDITIONS	8-26-0000-650	15,000.00	0.00	15,000.00-
	TOTAL BYLAW DEPARTMENT:	15,000.00	0.00	15,000.00-
<b>COMMON SERVICES</b>				
COMMON SERV MACHINES, EQUIPMENT	8-31-0000-630	240,750.00	180,000.00	60,750.00-
COMMON SERVICES VEHICLES	8-31-0000-650	56,156.25	60,000.00	3,843.75
	TOTAL COMMON SERVICES DEPARTMENT:	296,906.25	240,000.00	56,906.25-
<b>STREETS &amp; ROADS</b>				
S & R ENGINEERING STRUCTURES	8-32-0000-610	5,855,405.03	6,433,979.00	578,573.97
S & R MACHINES, EQUIPMENT	8-32-0000-630	267,589.00	267,000.00	589.00-
	TOTAL STREETS & ROADS:	6,122,994.03	6,700,979.00	577,984.97
<b>STREETS &amp; ROAD - PIONEER/PALLISER TRAIL</b>				
S & R ENGINEERING STRUCTURES	8-32-0100-610	24,805.58	124,719.00	99,913.42
	TOTAL STREETS & ROAD - PIONEER/PALLISER TRAIL:	24,805.58	124,719.00	99,913.42
<b>AIRPORT</b>				
AIRPORT ENGINEERING STRUCTURES	8-33-0000-610	18,050.56	20,000.00	1,949.44
	TOTAL AIRPORT:	18,050.56	20,000.00	1,949.44
<b>CEMETERY</b>				
CEMETERY ENGINEERING STRUCTURES	8-56-0000-610	11,380.50	11,381.00	0.50
	TOTAL CEMETERY:	11,380.50	11,381.00	0.50
<b>RECREATION</b>				
RECREATION POOL MACHINES & EQUIPMENT	8-72-0100-630	0.00	15,000.00	15,000.00
RECREATION ARENA BUILDING	8-72-0200-620	37,075.15	50,000.00	12,924.85
RECREATION CURLING RINK BUILDING	8-72-0400-620	0.00	10,000.00	10,000.00
RECREATION PARKS EQUIPMENT	8-72-0800-630	106,706.89	100,000.00	6,706.89-
RECREATION PARKS VEHICLES	8-72-0800-650	8,562.99	9,000.00	437.01
	TOTAL RECREATION:	152,345.03	184,000.00	31,654.97
<b>CULTURE</b>				
LIBRARY BUILDING	8-74-0200-610	0.00	10,000.00	10,000.00
RCSC BUILDING - CENTENNIAL PLACE	8-74-0800-620	7,578.85	12,000.00	4,421.15
COMMUNITY CENTRE BUILDING	8-74-0900-610	18,869.09	24,000.00	5,130.91
	TOTAL CULTURE:	26,447.94	46,000.00	19,552.06
	TOTAL CAPITAL FINANCES APPLIED:	7,279,948.98	7,956,679.00	676,730.02
	GRAND TOTAL OF ALL ACCOUNTS:	7,279,948.98	7,956,679.00	676,730.02
	REPORT TOTALS:	2,629,848.88	40,858.00	2,588,990.88-

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

Date: January 14, 2025

Agenda Item No: 06.03

## Budget Overview

### Recommended Motion

That Council accepts the Budget Overview for December 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 May 14, 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 December 31, 2024.

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

### Communications

N/A





<b>DECEMBER, 2024</b>		<b>BUDGET OVERVIEW - OPERATING REVENUE &amp; EXPENSES</b>					
<b>Council may use the Revenue &amp; Expense Report (06.02) to review more detailed entries for each department</b>							
2024 BUDGET Adopted May 14, 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	-4,461,205			-4,489,119			-27,914
DRAW FROM RESERVES				0	0		
REQUISITIONS		672,841			839,780		166,939
DOUBTFUL ACCTS		8,498			2,500		-5,998
CONTINGENCY		0			0		0
			-3,779,866			-3,646,839	
COUNCIL	-1,680			0			1,680
COUNCIL		137,445			151,450		14,005
			135,765			151,450	
GENERAL ADMINISTRATION	-1,065,862			-1,045,200			20,662
ADMINISTRATION		876,232			978,944		102,712
CAPITAL -		0			5,000		5,000
			-189,630			-61,256	
TAX RECOVERY PROPERTY	0			0			0
TAX RECOVERY PROPERTY		146			0		-146
			146			0	
POLICE	-1,700			-5,700			-4,000
POLICE		142,343			142,350		7
			140,643			136,650	
SAFETY & RISK MANAGEMENT	0			0			0
SAFETY & RISK MNGMNT		2,649			6,250		3,601
			2,649			6,250	
FIRE	-359,828			-639,393			-279,566
FIRE		303,805			334,405		30,600
CAPITAL - OUTSIDE BURN		273,200			220,000		-53,200
CAPITAL - BUNKER GEAR		11,379			17,600		6,221
CAPITAL - PORTABLE RADIO		48,907			45,000		-3,907
CAPITAL - SCBA PACKS		278,533			342,000		63,467
			555,996			319,612	
FIRE - ECETP	-7,946			-20,492			-12,546
FIRE - TRAINING		12,650			20,500		7,850
			4,704			8	
EMERGENCY SERVICES	0			0			0
EMERGENCY SERVICES		10,748			13,300		2,552
			10,748			13,300	
BY-LAW ENFORCEMENT	-20,935			-23,200			-2,265
BYLAW		64,955			60,540		-4,415
CAPITAL - FORD TAURUS		15,000					-15,000
			59,020			37,340	
DOG CONTROL	-4,645			-4,800			-155
ANIMAL CONTROL		12,657			13,100		443
			8,012			8,300	

<b>DECEMBER, 2024</b>		<b>BUDGET OVERVIEW - OPERATING REVENUE &amp; EXPENSES</b>					
<b>Council may use the Revenue &amp; Expense Report (06.02) to review more detailed entries for each department</b>							
<b>2024 BUDGET</b> Adopted May 14, 2024	<b>2024</b> <b>ACTUAL</b>	<b>2024</b> <b>ACTUAL</b>	<b>REVENUE</b> <b>LESS</b>	<b>2024</b> <b>BUDGET</b>	<b>2024</b> <b>BUDGET</b>	<b>REVENUE</b> <b>LESS</b>	<b>DIFFERENCE</b> <b>BUDGET TO</b>
	<b>REVENUES</b>	<b>EXPENSES</b>	<b>EXPENSES</b>	<b>REVENUES</b>	<b>EXPENSES</b>	<b>EXPENSES</b>	<b>ACTUAL</b>
<b>PUBLIC WORKS</b>	-11,825			-21,600			-9,775
<b>PUBLIC WORKS</b>		508,133			620,020		111,887
<b>CAPITAL - LOADER</b>		240,750			180,000		-60,750
<b>CAPITAL - 1/2 TON TRUCK</b>		56,156			60,000		3,844
			793,214			598,420	
<b>STREETS &amp; ROADS</b>	-3,109,711			-7,393,587			-4,283,876
<b>STREETS &amp; ROADS</b>		334,880			1,299,690		964,810
<b>CAPITAL - DOWNTOWN</b>		6,122,994			6,433,979		310,985
<b>CAPITAL - PLOW TRUCK</b>		0			267,000		267,000
<b>CAPITAL - PALLISER/PIONEER</b>		24,806			124,719		99,913
			3,372,969			731,801	
<b>AIRPORT</b>	-8,586			-36,390			-27,804
<b>AIRPORT</b>		25,751			32,830		7,079
<b>CAPITAL - RUNWAY LIGHTS</b>		18,051		0	20,000		1,949
			35,215			16,440	
<b>WATER</b>							0
<b>TREATMENT</b>	-1,039,353			-1,271,200			-231,847
<b>TREATMENT</b>		869,493			939,200		69,707
<b>LINES &amp; DISTRIBUTION</b>	-8,005			0			8,005
<b>LINES &amp; DISTRIBUTION</b>		206,408			315,800		109,392
			28,543			-16,200	
<b>SANITARY SEWERS</b>	-218,580			-270,100			-51,520
<b>SEWERS</b>		106,650			200,880		94,230
			-111,930			-69,220	
<b>GARBAGE</b>	-63,847			-74,300			-10,453
<b>GARBAGE</b>		75,752			75,700		-52
			11,906			1,400	
<b>REGIONAL WASTE SYSTEM</b>	-294,802			-353,900			-59,098
<b>ANNUAL CONTRACT</b>		334,555			353,800		19,245
			39,753			-100	
<b>F.C.S.S.</b>	-99,192			-101,000			-1,808
<b>ADMINISTRATION</b>		36,050			35,921		-129
<b>PROGRAMS</b>		112,829			140,100		27,271
<b>YOUTH CLUB SUPPORT</b>		18,612		-15,834	20,000		1,388
<b>VAN OPERATIONS</b>		90,405			5,160		-85,245
			158,704			100,181	

<b>DECEMBER, 2024</b>		<b>BUDGET OVERVIEW - OPERATING REVENUE &amp; EXPENSES</b>					
<b>Council may use the Revenue &amp; Expense Report (06.02) to review more detailed entries for each department</b>							
<b>2024 BUDGET</b> Adopted May 14, 2024	<b>2024</b> <b>ACTUAL</b>	<b>2024</b> <b>ACTUAL</b>	<b>REVENUE</b> <b>LESS</b>	<b>2024</b> <b>BUDGET</b>	<b>2024</b> <b>BUDGET</b>	<b>REVENUE</b> <b>LESS</b>	<b>DIFFERENCE</b> <b>BUDGET TO</b>
	<b>REVENUES</b>	<b>EXPENSES</b>	<b>EXPENSES</b>	<b>REVENUES</b>	<b>EXPENSES</b>	<b>EXPENSES</b>	<b>ACTUAL</b>
<b>CEMETERY</b>	-12,114			-29,400			-17,286
<b>CEMETERY</b>		18,964			29,630		10,666
<b>CAPITAL - COLUMBARIUM</b>		11,381		0	11,381		1
			18,230			11,611	
<b>MUNICIPAL PLANNING COMM</b>	0			0			0
<b>MPC</b>		0			500		500
			0			500	
<b>COMMERCIAL OFFICE BUILDING</b>	0			0			0
<b>OFFICE BUILDING</b>		1,416			0		-1,416
			1,416			0	
<b>TOURISM</b>	0			0			0
<b>TOURISM</b>		26,793			30,800		4,007
			26,793			30,800	
<b>BUSINESS &amp; COMMUNICATION</b>	-653			-5,000			-4,347
		160,958			176,050		15,092
			160,304			171,050	
<b>VISITOR INFORMATION</b>	0			0			0
<b>BOOTH</b>		18,478			20,160		1,682
			18,478			20,160	
<b>SUBDIVISION</b>	-62,772			0			62,772
<b>SUBDIVISION</b>		708			0		-708
			-62,063			0	
<b>RECREATION</b>	-254,316			-251,810			2,506
<b>CS BOARD</b>		3,100			3,500		400
<b>RECREATION</b>		73,480			173,450		99,970
			-177,736			-74,860	
<b>SWIMMING POOLS</b>	-86,525			-97,200			-10,675
<b>POOLS</b>		278,577			258,150		-20,427
<b>CAPITAL - JO POOL HEATER</b>		0			15,000		15,000
			192,052			175,950	
<b>ARENA</b>	-103,664			-94,600			9,064
<b>ARENA</b>		275,503			324,790		49,287
<b>ICE PLANT</b>		18,972			31,700		12,728
<b>CAPITAL - REPLACE BENCHES</b>		16,070			25,000		8,930
<b>CAPITAL - INTERIOR PAINT</b>		21,005			25,000		3,995
			227,886			311,890	

<b>DECEMBER, 2024</b>		<b>BUDGET OVERVIEW - OPERATING REVENUE &amp; EXPENSES</b>					
<b>Council may use the Revenue &amp; Expense Report (06.02) to review more detailed entries for each department</b>							
<b>2024 BUDGET</b> Adopted May 14, 2024	<b>2024</b> <b>ACTUAL</b>	<b>2024</b> <b>ACTUAL</b>	<b>REVENUE</b> <b>LESS</b>	<b>2024</b> <b>BUDGET</b>	<b>2024</b> <b>BUDGET</b>	<b>REVENUE</b> <b>LESS</b>	<b>DIFFERENCE</b> <b>BUDGET TO</b>
	<b>REVENUES</b>	<b>EXPENSES</b>	<b>EXPENSES</b>	<b>REVENUES</b>	<b>EXPENSES</b>	<b>EXPENSES</b>	<b>ACTUAL</b>
PARKS SHOP	0			0			0
PARKS SHOP		19,164			20,170		1,006
			19,164			20,170	
CURLING RINK	-36,465			-70,700			-34,235
CURLING RINK		65,593			80,470		14,877
ICE PLANT		19,004			31,700		12,696
CAPITAL - WALL REPAIR					10,000		10,000
			48,132			51,470	
BALL DIAMONDS	-7,700			-4,300			3,400
BALL DIAMONDS		39,777			36,140		-3,637
			32,077			31,840	
GOLF COURSE	0			0			0
GOLF COURSE		3,508			3,680		172
			3,508			3,680	
FOX LAKE PARK	-100,299			-94,606			5,693
FLP		71,060			78,340		7,280
			-29,239			-16,266	
PARKS	-3,074			-100,000			-96,926
PARKS		314,174			306,680		-7,494
CAPITAL - SKATEPARK		106,707			100,000		-6,707
CAPITAL - WATER TANK PUMP		8,563			9,000		437
			426,370			315,680	
SUMMER YOUTH PROGRAM	-8,625			-17,435			-8,810
		41,826			39,060		-2,766
			33,201			21,625	
SPRAY PARK	0			0			0
SPRAY PARK		12,633			11,020		-1,613
			12,633			11,020	
KING-HUNTER PIONEER PARK	-300			0			300
KING-HUNTER PIONEER PARK		29,100			33,050		3,950
			28,800			33,050	
SOCCER FIELDS	-2,500			-2,500			0
SOCCER FIELDS		8,945			12,500		3,555
			6,445			10,000	

<b>DECEMBER, 2024</b>		<b>BUDGET OVERVIEW - OPERATING REVENUE &amp; EXPENSES</b>					
<b>Council may use the Revenue &amp; Expense Report (06.02) to review more detailed entries for each department</b>							
<b>2024 BUDGET</b> Adopted May 14, 2024	<b>2024</b> <b>ACTUAL</b> <b>REVENUES</b>	<b>2024</b> <b>ACTUAL</b> <b>EXPENSES</b>	<b>REVENUE</b> <b>LESS</b> <b>EXPENSES</b>	<b>2024</b> <b>BUDGET</b> <b>REVENUES</b>	<b>2024</b> <b>BUDGET</b> <b>EXPENSES</b>	<b>REVENUE</b> <b>LESS</b> <b>EXPENSES</b>	<b>DIFFERENCE</b> <b>BUDGET TO</b> <b>ACTUAL</b>
MUSEUM	0			0			0
MUSEUM		16,033			16,800		767
			16,033			16,800	
LIBRARY	0			-10,000			-10,000
LIBRARY		114,169			118,880		4,711
CAPITAL - WATER DIV		0			10,000		10,000
			114,169			118,880	
CENTENNIAL PLACE	-78,291			-90,548			-12,257
CENTENNIAL PLACE		200,401			217,200		16,799
CAPITAL - SECURITY SYSTEM		7,579			12,000		4,421
			129,689			138,652	
COMMUNITY CENTRE	-28,798			-29,717			-919
CENTRE		135,550			86,448		-49,102
CAPITAL - TABLES/CHAIRS		18,869			24,000		5,131
			125,621			80,731	
LIONS HALL	-3,375			-3,038			337
LIONS HALL		5,351			7,760		2,409
			1,976			4,722	
RESERVES	0			0			0
		0			0		0
			0			0	
TOTAL REVENUE	-11,567,173			-16,666,669			-5,099,496
TOTAL EXPENDITURES		14,217,672			16,707,528		2,489,856
TOTAL SURPLUS (DEFICIT)			2,650,499			40,859	





**Policy and/or Legislative Implications**

N/A

**Attachments**

1. Capital Budget Update – December 2024

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

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

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

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



**2024 FOURTH QUARTER CAPITAL BUDGET UPDATE**

**EFFECTIVE DECEMBER 31, 2024**

**Budget Adopted May 14, 2024**

DEPARTMENT & ITEM	STATUS	EXPENSED	BUDGET	DIFFERENCE
<b>ADMINISTRATION</b>				
WEST ELECTRONIC SIGN RENOVATION		0	5,000	5,000
<b>FIRE DEPARTMENT</b>				
BURN TOWER OUTDOOR FLAMMABLE PROPS	cement pad 50% deposit funded by Hanna Fire Association	273,200	220,000	-53,200
EQUIPMENT - BUNKER GEAR - 4 Sets	Quote accepted	8,321	17,600	9,279
PORTABLE RADIO REPLACEMENT		24,775	45,000	20,225
SCBA PACKS	Ordered	278,533	342,000	63,467
PORTABLE RADIO REPLACEMENT	Carried forward from 2022	7,336	45,000	37,664
PAGER REPLACEMENT PROGRAM	Carried forward from 2022	0	7,000	7,000
MOBILE RADIO REPLACEMENT	Started testing new models	0	27,000	27,000
RESCUE TRUCK BALANCE	Complete, some loose equipment still to purchase	19,854	54,890	35,036
<b>BYLAW</b>				
VEHICLE	Purchased	15,000	0	-15,000
<b>PUBLIC WORKS</b>				
LOADER	Purchased July 9, 2024	240,750	180,000	-60,750
1/2 TON TRUCK	Purchased August 22, 2024	56,156	60,000	3,844
<b>STREETS &amp; ROADS</b>				
DOWNTOWN PROJECT	Project started	5,855,405	6,433,979	578,574
SANDING / PLOW TRUCK	Ordered - delivery anticipated Dec/24	267,589	267,000	-589
PALLISER / PIONEER ROAD ENGINEERING	Engineering work to date	24,806	124,719	99,913
<b>AIRPORT</b>				
RUNWAY LIGHTS Carried forward from 2023		13,956	15,000	1,044
Automatic Fueling Station		4,095	5,000	905
<b>CEMETERY</b>				
COLUMBARIUM Carried forward from 2023	Complete delivered in June 2024	11,381	11,381	0
<b>POOL</b>				
POOL HEATER - JUNIOR OLYMPIC POOL \$15,000 in Reserve funds	Carried forward to 2025	0	15,000	15,000
<b>ARENA</b>				
BLEACHER BENCHES	Quote accepted awaiting delivery & installation	16,070	25,000	8,930
INTERIOR PAINTING	Complete	21,005	25,000	3,995

**2024 FOURTH QUARTER CAPITAL BUDGET UPDATE**

**EFFECTIVE DECEMBER 31, 2024**

Budget Adopted May 14, 2024

DEPARTMENT & ITEM	STATUS	EXPENSED	BUDGET	DIFFERENCE
<b>CURLING RINK</b>				
WEST INTERIOR WALL REPAIR		0	10,000	10,000
<b>PARKS</b>				
SKATEPARK UPGRADES	Complete	106,707	100,000	-6,707
WATER TANK AND PUMP	Complete	8,563	9,000	437
<b>LIBRARY</b>				
NORTH SIDE WATER DIVERSION \$10,000 in Reserve Funds		0	10,000	10,000
<b>RCSC</b>				
UPGRADE SECURITY SYSTEM	Complete	7,579	12,000	4,421
<b>COMMUNITY CENTRE</b>				
VINAL COVERED CHAIRS (125)	Purchased	9,779	12,000	2,221
ROUND TABLES (45)	Investigating Options	9,090	12,000	2,910
<b>TOTAL CAPITAL</b>		<b>7,279,949</b>	<b>8,085,569</b>	<b>805,620</b>

Date: January 14, 2025

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
  - a. Community Services Facility Manager
  - 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

## **CAO Report to Town of Hanna Council**

**January 14, 2025**

- **Participation in AB Munis 2025 Spring Convention Panel**  
I have been invited to join a panel at the upcoming Alberta Municipalities 2025 Spring Convention to discuss strategies for leveraging AI to improve communication with residents.
- **Progress on Proposed Solar Farm Project**  
In collaboration with the development officer, we have discussed the proposed Solar Farm project in Hanna with our legal counsel and engineers. A list of commitments has been drafted, outlining key expectations we would like PACE to meet if the project proceeds.
- **Meeting with J.C. Charyk School Principal**  
I met with the principal of J.C. Charyk School to explore ways to enhance its community engagement. Additionally, we reviewed the current Joint Use Agreement, which requires an update in 2025.
- **Recruitment for By-Law Officer Position**  
Several interviews have been conducted for the vacant by-law officer role. It is anticipated that an appointment will be finalized by the date of this council meeting.
- **Final Funding Report Submission**  
The final report for PrairiesCan funding has been submitted, and we are awaiting the disbursement of the remaining funds allocated to the town.

## **January 2025 COUNCIL REPORT**

### **KEVIN OLSEN – COMMUNITY SERVICES FACILITIES MANAGER**

#### **Arena**

Minor Hockey and Figure skating on holiday break, so there is limited usage.

Shinny, public skate and private rentals filling in over the holidays.

Mid-season facility maintenance-painting dressing rooms, cleaning air intakes etc.

Undecorating all facilities

Maintaining outdoor rink

#### **Parks / Cemetery**

Following up on quotes and projects following budget approval.

#### **Centennial Place**

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

#### **Parks Shop**

Public Works will be performing the annual servicing on the vehicles, as they have time.

#### **Lions Hall**

#### **Other**

**Skate with Santa**

Skate with Santa was held on December 15<sup>th</sup> at the arena. Approximately 150 people attended and enjoyed skating and visiting with Santa and the Grinch. Thanks to Hanna Minor Hockey for preparing and serving the hot chocolate and hot dogs. Thanks to Project REACH, Healthy Families and the Family Resource Network for contributing to the family take home kits, and to the Arena staff for creating our on ice photo spot.

**Emergency Social Services (ESS)**

Attended Provincial ESSNA meeting and our South Central Regional ESS virtual meetings. At the South Central level we are preparing plans to support Calgary and the mountain communities for contingency plans around the G7 summit in June.

**Transportation Project Update**

Met with Lynks and Primary Care Network to review successes to date for Transportation Projects. As of mid-December the Local Loop had given 74 rides to 37 unique riders. With the Local Loop now successfully running each week, focus in the New Year will shift to recruitment opportunities for the Drive Happiness component to increase volunteer capacity, specifically for out of town trip needs.

**ASIST Refresher**

Attended half day virtual refresher course for ASIST – Applied Suicide Intervention Skills Training.

**Lynks – Job Fair**

Save the Date – Lynks Job Fair is February 7<sup>th</sup> from 10am-3pm at the Legion. Town of Hanna will attend as an employer, offering information on our seasonal positions.

**Winter Programming**

Kickboxing classes are back this winter with a ten week session that started January 7<sup>th</sup>. Watch for information on Jiu-jitsu classes returning soon.

## Report to Council

Date: Jan 14, 2025

Submitted by: Laurie Armstrong, Director of Business & Communication

- Happy New Year!
- Performed computer maintenance, software updates, troubleshooting and assisting staff.
- Prep for marketing Town programs and events.
- Since the postal disruption, we have been providing copies of the weekly flyer to The Coffee Break to include with their distribution of their weekly newsletters. I have had a couple of people let me know that they miss the weekly flyer. I'm wondering if Council has had any feedback?
- Until recently, CPC was not permitting neighborhood mail. We anticipate the flyer will resume in mailboxes the week of Jan 13.
- Testing of the website Contact Us form indicates that it is properly working. Just a reminder to Council to be sure to check for messages from the public. If it is something that staff should respond to, feel free to forward along to Matthew. Do not 'reply' to the message as it will go to an unmonitored mailbox.
- I've been working on two different major and time consuming changes to the website. The search capability and the look of the menu. I'm hoping to roll out the menu in January and the search is about 80% working.
- Planning is underway to begin working on a forms project.



## **COUNCIL REPORT**

**DATE:** Jan 14, 2025

**PRESENTED BY:** Brent Olesen, Director of Public Works

- Since the Dec 10, 2024, Council meeting, the public works department has been busy with the following items:
  - Water & Sewer
    - We delivered door knocker to properties with overdue utility accounts.
    - January 6<sup>th</sup>, we repaired a water service on 3rd Ave. West found an old saddle clamp that was leaking.
  - Road Maintenance
    - With the small amount of snow every other day we have cleaned up some streets that had excessive build up.
    - We have been sanding intersections as needed.
  - Meetings
    - I am attending the Monday morning Director's meetings.
  - Airport
    - We have been doing routine maintenance at the airport.
  - Cemetery
    - We opened and closed two cremation this month.
  - Other

Date: January 14, 2025

Agenda Item No: 9.01

## Development Permit Report – 2024 4<sup>th</sup> Quarter

### Recommended Motion

That Council accepts the Town of Hanna Development Permit Statistics Report for the 2024 4<sup>th</sup> Quarter (October - December) 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 4<sup>th</sup> Quarter (October - December 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 4<sup>th</sup> Quarter Activity Report



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

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

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

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



## DEVELOPMENT PERMITS YEAR TO DATE 2024

Permit #	Type of Development	Address	\$ Value
<b>1st Quarter</b>			
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
<b>2nd Quarter</b>			
D12-24	Fence	206 Fox Lake Trail	\$3,000
D13-24	Fence	401 2nd Avenue West	\$3,000
D14-24	Construction - New House	318 4th Avenue West	\$500,000
D15-24	Construction - New Deck	604 7th Avenue West	\$3,000
D16-24	Fence	106 3rd Avenue East	\$0
D17-24	Cons - Basement Wall Repl	313 5th Avenue East	\$5,000
D18-24	Sign	232 2nd Avenue West	\$3,500
D19-24	Fence	101 5th Avenue West	\$3,300
D20-24	Home Occupation - Minor	115 Winkler Drive	\$0
D21-24	Construction - New Deck	106 7th Avenue East	\$1,500

## DEVELOPMENT PERMITS YEAR TO DATE 2024

<b>3rd Quarter</b>			
D22-24	Construction - New Porch	118 Shacker Crescent	\$15,000
D23-24	Construction - Tent Shelter	207 7th Avenue West	\$300
D24-24	Fence	502 2nd Street West	\$6,800
D25-24	Construction - Garage	414 6th Avenue West	\$35,000
D26-24	Construction - Covered Deck	319 5th Avenue West	\$640
D27-24	Construction - House Renovation	210 4th Avenue West	\$50,000
D28-24	Fence	118 Shacker Crescent	\$1,500
D29-24	Construction - Solar	806 James Crescent	\$15,000
D30-24	Fence	302 1st Avenue West	\$3,000
D31-24	Construction - Solar	303 3rd Avenue East	\$14,000
D32-24	Fence	402 Railway Avenue West	\$5,000
D33-24	Accessory Building Sea Can	402 Railway Avenue West	\$15,000
<b>4th Quarter</b>			
D34-24	Fence	207 3rd Avenue East	\$2,500
D35-24	Fence	605 5th Avenue West	\$2,000
D36-24	Construction - Renovation	109 Palliser Trail	\$52,000
D37-24	Construction - Renovation	414 Centre Street	\$40,000
D38-24	Fence	215 1st Avenue East	\$6,000
D39-24	Home Occupation - Minor	204 5th Avenue West	\$0
D40-24	Construction - Renovation	101 7th Avenue East	\$300
D41-24	Construction - Wood Stove	118 Shacker Crescent	\$9,000
D42-24	Construction - Renovation	315 2nd Avenue East	\$100,000
D43-24	Home Occupation - Minor	410 Centre Street	\$0
D44-24	Home Occupation - Minor	101 5th Avenue East	\$0
D45-24	Home Occupation - Minor	619 5th Avenue West	\$0
D46-24	Home Occupation - Minor	613 5th Avenue West	\$0

Date: January 14, 2024

Agenda Item No: 9.02

## Emergency Management Report – 2024 – 4<sup>th</sup> Quarter

### Recommended Motion

That Council accepts the Town of Hanna Director of Emergency Management 2024 4<sup>th</sup> Quarter Report (October - December) 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 – 4<sup>th</sup> Quarter (October - December) 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 – 4<sup>th</sup> Quarter Report



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

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

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

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



**COUNCIL REPORT**  
**4<sup>th</sup> Quarter, 2024**

**David Mohl, Director of Emergency Management**

**2024 – 4th Quarter Report**

- Attended a NAIT Crisis Communications Course in Hanna on October 11th.
- Attended a Regional Emergency Management Agency meeting in Consort on November 28th.



Date: January 14, 2025

Agenda Item No: 9.03

## Hanna Fire Department – 2024 4<sup>th</sup> Quarter Report

### Recommended Motion

That Council accepts the Hanna Fire Department 2024 4<sup>th</sup> Quarter Report (October - December) 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 4<sup>th</sup> Quarter (October – December) 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 4<sup>th</sup> Quarter Activity Report
2. Hanna Fire Department – 2024 4<sup>th</sup> Quarter Comparison Report
3. Hanna Fire Department – 2024 Day & Times Report



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

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

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

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



**HANNA FIRE DEPARTMENT**

**ACTIVITY REPORT**

**OCT - NOV - DEC**

**2024**

CLASSIFICATION	TOWN #	RURAL #	COMBINED #
Structure Fire	0	0	0
Vehicle Fire	0	1	1
Rescue/MVA	1	8	9
Grass or Feed Fire	0	0	0
Medical Assist	8	0	8
Misc	0	1	1
False Alarm	9	0	9
<b>Total Calls 4th Quarter</b>	<b>18</b>	<b>10</b>	<b>28</b>

Calls 1st Quarter	9	8	17
Calls 2nd Quarter	13	15	28
Calls 3rd Quarter	17	30	47
Calls 4th Quarter	18	10	28

<b>Total Calls 2024</b>	<b>57</b>	<b>63</b>	<b>120</b>
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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	5	4	4	2	2	1
May	2	4	5	8	2	4
June	6	4	6	6	3	7
July	5	2	7	2	2	7
Aug	7	5	9	4	2	2
Sept	5	6	10	6	3	4
Oct	6	7	10	7	4	2
Nov	8	4	14	5	5	2
Dec	4	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
3	7	2	4	3	7
3	3	4	4	5	1
4	7	7	9	1	1
5	7	3	18	1	5
12	7	8	1	7	6
4	5	3	9	2	5
4	1	4	4	2	4
0	2	2	3	2	1
0	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
3	4	2	2	1	0
1	1	4	2	2	0
1	2	3	3	0	1
2	1	0	6	1	6
3	4	2	8	6	2
4	4	2	4	4	4
2	5	3	4	2	1
0	1	4	3	0	0
4	3	6	2	3	2

# HANNA FIRE DEPARTMENT

## EMERGENCY CALLS

2024

### DAY & TIMES

TIME OF DAY	TOWN	RURAL	COMBINED
:00 6:00	7	3	10
6:00 12:00	17	18	35
12:00 18:00	24	24	48
18:00 24:00	9	18	27
<b>TOTAL</b>	<b>57</b>	<b>63</b>	<b>120</b>

DAY OF WEEK	TOWN	RURAL	COMBINED
Monday	8	12	20
Tuesday	3	13	16
Wednesday	7	8	15
Thursday	11	8	19
Friday	11	9	20
Saturday	10	9	19
Sunday	7	4	11
<b>TOTAL</b>	<b>57</b>	<b>63</b>	<b>120</b>

Date: January 14, 2025

Agenda Item No: 09.04

## Streetlight Head Replacement Proposal by ATCO

### Recommended Motion

That Council approve the conversion of nine (9) non-invested streetlights to invested streetlights under ATCO's Rate Schedule D61B, at zero cost to the Town of Hanna, and authorize the Chief Administrative Officer to sign the agreement with ATCO.

### Background

ATCO has recently informed the Town of Hanna that high-pressure sodium (HPS) streetlight heads have failed and require replacement. Due to the discontinuation of HPS heads by the supplier, ATCO is now replacing these with LED equivalents. Specifically:

- Eight (8) 100W HPS fixtures have been replaced with 35W LED fixtures.
- One (1) 150W HPS fixture has been replaced with a 72W LED fixture.

The affected streetlights are non-invested lights, meaning the maintenance cost does not cover head replacement, resulting in an upfront cost to the Town for fixture replacement. ATCO has provided two options for handling these replacements:

1. **Option 1 – Continued Non-Invested Status (Rate Schedule D61E):**
  - The Town would pay the full replacement cost of \$697.59 per light for eight lights (\$5,580.72 total) plus GST (\$279.04) for a total of \$5,859.76.
  - The Town would pay an additional \$752.12 plus GST (\$37.61) for the replacement of the 150W fixture, totalling \$789.73.
  - ATCO would not cover future maintenance or end-of-life replacement costs.
2. **Option 2 – Conversion to Invested Status (Rate Schedule D61B):**
  - ATCO would fully invest in the replacement cost, resulting in zero upfront cost to the Town.
  - The streetlights would be converted to invested lights, and ATCO would cover all future maintenance and end-of-life replacement costs.
  - The monthly wire charges per light would increase from \$21.91 to \$35.64.

### Streetlight Details:

No.	Location	Asset ID	Service No.	Existing Fixture	Replacement Fixture	Rate Schedule
1	153 Schaker Cres	562618	0010463917418	100W HPS	35W LED	D61E



2	502-4 St W	562681	0010464769810	100W HPS	35W LED	D61E
3	202 Railway Ave	740907	0010597630042	100W HPS	35W LED	D61E
4	104-6 Ave E	745369	0010464524018	100W HPS	35W LED	D61E
5	103-1 Ave E	745617	0010465033911	100W HPS	35W LED	D61E
6	309-6 Ave E	577101	0010464550218	100W HPS	35W LED	D61E
7	401 5 St W	562673	0010464733210	100W HPS	35W LED	D61E
8	320 1 Ave W	625978	0010465101917	100W HPS	35W LED	D61E
9	402 Center St	745646	0010464385513	150W HPS	72W LED	D61E

**Cost:**

- Option 1: \$6,649.49 including GST.
- Option 2: \$0 upfront cost but increased monthly wire charges of \$13.73 per light, totalling \$123.57 per month for nine lights.

**Communications**

N/A

**Financial Implications**

Operating:	_____ \$1482.84 _____	Capital Cost:	_____ N/A _____
Budget Available:	_____	Budget Available:	_____
Unbudgeted Costs:	_____	Unbudgeted Costs:	_____
Source of Funds:	_____	Source of Funds:	_____

**Policy and/or Legislative Implications**

**Attachments**



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

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

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

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





Date: January 14, 2025

Agenda Item No: 09.05

## Approval to Initiate New Real Estate Services Agreement

### Recommended Motion

That Council approves that the Chief Administrative Officer be authorized to prepare and advertise a Request for Proposals (RFP) for Real Estate Services for the Town of Hanna to secure a new real estate service provider

### Background

Since 2015, the Town of Hanna has contracted various local real estate agents to manage and market Town-owned properties. These services have included listing properties on MLS, conducting marketing campaigns through social media and real estate websites, and maintaining consistent communication with potential buyers. The goal has been to reduce the administrative burden on the Town while ensuring professional real estate marketing expertise.

The contract with Harvest Real Estate commenced on December 15, 2022, and expired on December 31, 2024. As the contract has now expired, the Administration recommends initiating a new RFP process to seek competitive proposals from qualified real estate firms. This process aligns with the Town's commitment to transparency, competitive procurement, and securing the best value for its services.

The proposed term for the new contract is two years, with an option for a one-year extension based on satisfactory performance.

### Communications

The RFP will be advertised through multiple channels, including:

- The Town of Hanna website
- Social media platforms
- Town e-news subscription
- Three issues of the Hanna Herald newspaper
- Direct email to local real estate offices



Date: January 14, 2025

Agenda Item No: 09.06

## Attendance at the 2025 Alberta Municipalities Spring Municipal Leaders' Caucus

### Recommended Motion

That Council authorizes the attendance of Councillors at the 2025 Alberta Municipalities Spring Municipal Leaders' Caucus

### Background

The Alberta Municipalities Spring Municipal Leaders' Caucus provides an opportunity for municipal leaders to engage with their peers and provincial representatives on key issues impacting Alberta municipalities. The agenda for the caucus and summit will include presentations, breakout sessions, and discussions focusing on municipal governance, civility in public discourse, and legislative updates.

Given the importance of this event in supporting informed municipal governance and fostering inter-municipal collaboration, the Council's participation is strongly encouraged.

#### Details:

- **Dates:** March 6-7, 2025
- **Location:** The Westin Hotel, Edmonton
- **Registration Fee:** TBA
- **Accommodation:** \$205 per night plus GST (rooms have been blocked for attendees)

### Communications

N/A



Date: January 14, 2025

Agenda Item No: 10.01

## Bylaw 1036-2025 – Municipal Public Utilities Amendment

### Recommended Motion

That Council give first reading to Bylaw 1036-2025, the 2025 Municipal Public Utilities Amendment Bylaw.

That Council give second reading to Bylaw 1036-2025, the 2025 Municipal Public Utilities Amendment Bylaw.

That Council provide unanimous consent for third reading of Bylaw 1036-2025, the 2025 Municipal Public Utilities Amendment Bylaw at this meeting.

That Council give third and final reading to Bylaw 1036-2025, the 2025 Municipal Public Utilities Amendment Bylaw.

### Background

During budget deliberations, Council was provided information regarding the increase in the cost for water from the Henry Kroeger Regional Water Services Commission from \$3.06 to \$3.12 per cubic meter, effective January 1, 2025. As a result, the Town of Hanna 2025 Budget was approved with a corresponding increase in rates for water consumption for properties serviced by the Town of Hanna.

Bylaw 1036-2025, the 2025 Municipal Public Utilities Amendment Bylaw, is being presented to Council this evening to increase the rate for water consumption from \$3.06 to \$3.12 per cubic meter.

Bylaw 1036-2025 is for the purpose of amending Bylaw 1006-2020, the Municipal Public Utilities Bylaw. Bylaw 1006-2020 was established for the control and management of the municipal public utilities and includes a schedule to establish the rates and charges pertaining to the bylaw. Each time the rates are changed, an amending bylaw is presented to Council to change Schedule A. There have been five prior amendments:

Bylaw 1014-2021 – to increase the cubic meter charge to \$2.89 for 2021

Bylaw 1019-2021 – to increase the Regional Waste Fee to \$44.00





READ A THIRD TIME AND FINALLY PASSED THIS 14<sup>th</sup> DAY OF JANUARY 2025.

---

Mayor Danny Povaschuk

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Chief Administrative Officer  
Matthew Norburn



Schedule A

Rates effective January 1, 2025

Water Charges

Fixed Operating Charge per billing period	\$ 55.00
Water charges per cubic meter	\$ 3.12

Sewer Charges

Fixed Operating Charge per billing period	\$ 30.00
Sewer charges - per cubic meter of water used over 30 cubic meters	\$ 0.30

Commercial Water Hauling Operations shall be exempt from sewer charges above the minimum charge.

Solid Waste

Garbage Pickup – Residential Properties Fixed Operating Charge per billing period for Residential properties - three (3) bag per week limit	\$11.00
--	---------

Big Country Waste Management Commission Fee - Residential and Commercial Properties Fixed Operating Charge per billing period	\$ 44.00
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Disconnection/Reconnection Fee

When a public works employee is dispatched to disconnect and/or reconnect a utility service a fee will be added to the account as follows:

Due to lack of payment of the utility account The fee must be paid in addition to the arrears owing for service to be reconnected.	\$ 50.00
--	----------

Upon request of the owner or contractor to perform maintenance This includes the meter, meter reader or water lines. Except in an emergency, the owner or contractor shall make the request two working days prior to disconnection.	\$ 50.00
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Manual Meter Read Charge

The Town of Hanna began a program in 2013 to modify or replace water meters for Automated Meter Readings to allow meters to be read remotely. The water meters are fitted with an Encoder Receiver Transmitter (ERT). This eliminates the need for meter readers to enter customers' property, reduces costs and identifies potential theft or loss of water.

For properties where the Town has not been provided access by the customer to install the ERT on the water meter, there will be a fee to have the meter read manually.

Manual Meter Read Charge per billing period	\$ 50.00
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**TOWN OF HANNA  
PROVINCE OF ALBERTA  
BY-LAW 1006-2020**

A BYLAW OF THE TOWN OF HANNA, IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE CONTROL OF THE MUNICIPAL PUBLIC UTILITIES SYSTEM.

WHEREAS *the Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26 provides that a council of a municipality may pass bylaws for the control and management of Municipal Public Utilities including water, sewer and solid waste; and

WHEREAS the Council of the Town of Hanna deem it necessary to set the rates and charges pertaining to the Municipal Public Utilities by bylaw.

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

**PART I BYLAW TITLE**

1.1 This bylaw shall be known as "the Municipal Public Utilities Bylaw".

**PART II DEFINITIONS**

- 2.1 "Arrears" means account balance which is unpaid after the due date shown on the invoice.
- 2.2 "Billing Period" is established as two-month cycles. Invoices shall be generated within 15 working days following each cycle. Invoices for portions of a billing period will be pro-rated accordingly.
- 2.3 "Consumer" means the person who takes delivery of the water at its place of consumption or who utilizes the sewer service and who has authorized the provision of the services to the Town.
- 2.4 "Chief Administrative Officer" is the person appointed by Council in accordance with the Municipal Government Act, or their delegate, and may be referred to throughout this bylaw as "CAO".
- 2.5 "Council" means the Council of the Municipality of the Town of Hanna.
- 2.6 "Fixed Operating Charge" is the cost to provide the service to the property, regardless of whether the service is utilized or not.
- 2.7 "Owner" means the Registered Owner of a parcel of land.
- 2.8 "Reasonable Notice" means 7 days from the date of mailing of the notice.

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- 2.9 "Service Connections" means the part of the Utility that runs from the main line of the Utility to a building or other place on a parcel of land for the purpose of providing the Utility service to the parcel or building and includes pipes or wires which;
- (i) run up to the building;
  - (ii) are located within the exterior walls of the building;
  - (iii) run from the exterior walls to couplings, stop-cocks, meters and other apparatus placed inside the building by the municipality;
- and
- (iv) those couplings, stop-cocks, meters and other apparatus.
- 2.10 "System" means the water or sanitary sewer system or works constructed by the Town of Hanna.
- 2.11 "Tenant" means a person who rents or leases a property from an "Owner".
- 2.12 "Town" means the Town of Hanna or its duly authorized representatives.
- 2.13 "Municipal Utility Service" means the service provided by the Town of Hanna from its municipal water or sewer system or both.

### **PART III SERVICE CONNECTION**

- 3.1 The Owner of a property must make a written request to the Town of Hanna prior to the commencement of any Service Connection installation or replacement.
- 3.2 The Town is only responsible for coordinating the replacement of the line from the main to the curb stop while the property owner is responsible for coordinating and the cost of the replacement from the curb stop to the building.
- 3.3 The Owner is responsible for all costs related to the construction and installation of any Service Connection. The Town will provide the Owner with an estimate of the cost to install or replace the services from the main to the property line, including Town manpower, equipment, materials and contracted services required to complete the job satisfactorily.
- 3.4 The Owner is responsible for all costs associated with the repair and maintenance of the Service Connection. Where excavation is necessary for the repair and maintenance of a Service Connection, no work shall be commenced by an Owner without written approval of the Town. The Town will be responsible for the costs of maintenance and repair to the Service Connection, only if the repair is located between the main line and the curb stop and the repair is required because of faulty workmanship or construction or blockage caused by freezing.
- 3.5 The Town may construct, maintain or repair a Service Connection and the Town may enter any land or building for that purpose. Any costs incurred by the Town for such construction, maintenance or repair shall be the responsibility of the Owner.

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- 3.6 If the Town discovers a lead service line when doing maintenance on the line the Town will:
- 3.6.1 Provide the owner or resident with an information sheet regarding the use of water which may contain lead.
  - 3.6.2 Order a water test to determine the level of lead in the water.
  - 3.6.3 The Town will replace the lead service line and be responsible for the costs associated with the portion of the service line between the main and the curb stop.
  - 3.6.4 The Owner will be encouraged to replace the lead service line between the curb stop and the building, however the Owner will be responsible for all associated costs.

#### **PART IV SUPPLY**

- 4.1 An Owner who wishes to receive Municipal Utility Service shall contact the Town Administration and provide the required information.
- 4.2 Every Owner who wishes to receive the Municipal Utility Service shall pay the service charges and fees as established in Schedule A of this Bylaw. The Owner may request to have the utility bill mailed to the Tenant residing at the property address for payment of utilities, however the Owner will also receive a copy of the utility bill.
- 4.3 An Owner is responsible for all service charges, fees and other charges as established in Schedule A of this Bylaw for Municipal Utility Service. The Owner will be responsible for the fixed operating charges for the service at all times. The Town will not reduce the fixed costs for vacant properties for sale or extended vacations.
- 4.4 Where it is necessary for the Town to construct or repair any portion of the Municipal Utility Service the Town may, without notice to the Consumer, interrupt the Municipal Utility Service for as long as is necessary, and the Town shall not be held liable or responsible for any damages or claims arising from service interruption.
- 4.5 The Town shall have the right to limit the amount of water supplied to any Consumer where Council deems such action to be necessary.
- 4.6 The Council may at any time, by resolution, limit or restrict the use of water by Consumers for the watering of lawns, garden plots or other areas, or for any other use, for such time as Council deem advisable.
- 4.7 When an account is in Arrears the Town may, upon giving not less than seven days notice, shut off the supply of water to any Consumer.

*KW*

**PART V DISCHARGE**

- 5.1 The Consumer may be required to construct and maintain such works as the Town considers necessary for the preliminary treatment of any sewage prior to discharge into the Sanitary Sewer System.
- 5.2 Only water and waste water shall be discharged into the Sanitary Sewer System. The discharge of any flammable, explosive or other such material into the Sanitary Sewer System is prohibited. A Consumer who contravenes this section may be subject to the penalties outlined in part VII of this bylaw.
- 5.3 Unless authorized in writing by Council no sub surface storm drains, roof drains or catch basins shall be connected to the Sanitary Sewer System.

**PART VI INSPECTIONS**

- 6.1 For the purposes of conducting sampling tests or inspecting, repairing, placing or removing meters on any Service Connection inside or outside any house or building the Town shall have a right of entry to any parcel or building;
- (i) upon Reasonable Notice given to the Consumer, or
  - (ii) upon written authority of the Chief Administrative Officer given in respect of a special case or emergency.

**PART VII PENALTY**


- 7.1 Any person who contravenes Part V (2) of this bylaw is guilty of an offence and liable on summary conviction to imprisonment for a term not exceeding three months or to a fine of not more than \$ 1,000.00 and costs or to both a fine and imprisonment.

**PART VIII REVIEW AND ENACTMENT**

- 8.1 Town of Hanna Bylaw 952-2010 and any amendments thereto are hereby repealed.
- 8.2 This bylaw shall come into effect as of the date of final reading.

READ A FIRST TIME THIS 11<sup>th</sup> DAY OF FEBRUARY 2020.

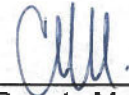
READ A SECOND TIME THIS 11<sup>th</sup> DAY OF FEBRUARY 2020.

  
Deputy Mayor Connie Deadlock

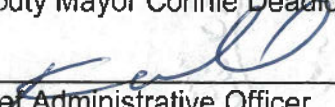
  
Chief Administrative Officer  
Kim Neill

KW/CD

READ A THIRD TIME AND FINALLY PASSED THIS 11<sup>th</sup> DAY OF FEBRUARY 2020.



Deputy Mayor Connie Deadlock



Chief Administrative Officer  
Kim Neill

KN/CD

Schedule A

Rates effective January 1, 2020

Water Charges

Fixed Operating Charge per billing period	\$ 55.00
Water charges per cubic meter	\$ 2.83

Sewer Charges

Fixed Operating Charge per billing period	\$ 30.00
Sewer charges - per cubic meter of water used over 30 cubic meters	\$ 0.30

Commercial Water Hauling Operations shall be exempt from sewer charges above the minimum charge.

Solid Waste

Garbage Pickup – Residential Properties	
Fixed Operating Charge per billing period for Residential properties - three (3) bag per week limit	\$11.00

Big Country Waste Management Commission Fee - Residential and Commercial Properties	
Fixed Operating Charge per billing period	\$ 37.50

Disconnection/Reconnection Fee

When a public works employee is dispatched to disconnect and/or reconnect a utility service a fee will be added to the account as follows:

Due to lack of payment of the utility account The fee must be paid in addition to the arrears owing for service to be reconnected.	\$ 50.00
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Upon request of the owner or contractor to perform maintenance This includes the meter, meter reader or water lines. Except in an emergency, the owner or contractor shall make the request two working days prior to disconnection.	\$ 50.00
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Manual Meter Read Charge

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For properties where the Town has not been provided access by the customer to install the ERT on the water meter, there will be a fee to have the meter read manually.

Manual Meter Read Charge per billing period	\$ 50.00
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CKD  
FW

Date: January 4, 2025

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: Jan 14, 2025**  
**Prepared by Sandra Beaudoin**

**MEETINGS ATTENDED:**

**Meeting:** Budget Meeting

**Location:** Council Chambers

**Date & Time:** Dec 3, 24 @ 7 pm

Proposed Budget was reviewed & questions/answers provided.

**Meeting:** Final Budget Meeting

**Location:** Council Chambers

**Date & Time:** Dec 9, 24 @ 7 pm

Palliser/Pioneer Trails work is included in this budget with grant funding approved. Additional equipment is expected to improve efficiency for staff. LGFF to be reduced in 2026. Community Services Grant being considered for 2 draws/year, each for \$3000. Second hand Handi-van being purchased to replace the old Community Van. This van is relatively new (5000 km) & has an electronic ramp for wheelchairs.

**Meeting:** Harvest Sky EDC Meeting

**Location:** Provincial Bldg

**Date & Time:** Dec 10, 24 @ 10:00 am

- Connie Wallace of Lynks has been doing the accounting for HSEDC, is retiring so Doray suggested options for other accountants.

- Town to reimburse \$58,691 deposit for HS Roundhouse Rehab project; Town didn't have any invoices for work done. VIC to be managed through HSEDC; student employment grant applied for by HSEDC for VIC. Town paid \$2,814.27 for "loss" for summer operation. Small Community Opportunity Program grant application submitted, a 90/10% split for documentary-style video promoting small business & historical attractions. \$50K.

- NRED grant for project to promote Nickelback tour project to boost local tourism & cultural recognition. Grant highly subscribed & doubtful to be approved. Town did set \$150K aside to match grant.

- Renewed interest in Spec Homes. SAB supportive if bids are open to all contractors.

- HS Roundhouse Rehab Project: Shortfall from funds available through Prairies Canada & Travel Alberta & the proposed cost of the project. Adjustments made to remove items at HRS level & Project Engineer level. Estimated cost provided through Consultant's study & 30% Construction Industry increases have contributed to the shortfall. Options are being pursued by Thomas & Sandra (HRS President). Waiting for a revised contractors bid considering the revisions made.

**Meeting:** Council Meeting

**Location:** Council Chambers

**Date & Time:** Dec 10, 24 @ 6 pm

Final invoicing expected for Downtown work by Mar 31, 2025. Expected to have a surplus.

2024 CSB Grants: Hanna Dance \$500, Hanna Band \$1000, Hanna Elks \$1500.

- There have been some Town Website issues which have been consuming. Waterline break on 3<sup>rd</sup> St & 7<sup>th</sup> Ave.

- Reviewed the revised Budget Proposed by Administration. Vote supported the revised budget as submitted.

- More discussion regarding PACE Solar Farm project.

**Meeting:** Heartland Annual Mtg

**Location:** Palliser Office

**Date & Time:** Dec 11, 24 @ 10 am

Always an interesting presentation. TransAlta previously owned 50% of the Sheerness Powerplant. TransAlta just completed purchasing the remaining 50% for full ownership. Some upper management positions in Calgary were eliminated due to duplication with TransAlta management positions. There is currently a review of remaining positions for further duplication.

WesMet was unable to attend. They were meeting with Special Areas.

**UPCOMING MEETINGS:**

**Meeting:** Council Meeting

**Location:** Council Chamber

**Date & Time:** Jan 14, 25 @ 6 pm

**Meeting:** Council Info Meeting

**Location:** Council Chamber

**Date & Time:** Jan 29, 25 @ 8:30 am

**Meeting:** Chamber Meeting

**Location:** Council Chamber

**Date & Time:** Jan 30, 25 @ 12 pm

# COUNCIL REPORTS & ROUNDTABLE

Council Date: January 14, 2025

Prepared by: Councillor Sandra Murphy

Meeting: Town Council Meeting  
Location: Council Chambers  
Date and Time: January 14, 2025 6 pm

## Meetings/Events/Training attended December 11 – January 14, 2025:

Event: **Acadia Foundation Financial Committee Meeting**  
Location: Oyen Lodge  
Date & Time: December 12, 10:00 am – 1:00 pm

Event: **Acadia Foundation Meeting**  
Location: Hanna Lodge  
Date & Time: December 17, 10:00 am – 1:00 pm

## UPCOMING EVENTS/MEETINGS/TRAINING:

Event: **Acadia Foundation Meeting**  
Location: Oyen Lodge  
Date & Time: January 17, 10:00 am – 1:00 pm

Event: **Marigold Annual General Meeting**  
Location: via Teams; Marigold HQ, Strathmore  
Date & Time: January 25, 9:30 am – 1:00 pm

Event: **Council Information Session**  
Location: Council Chambers  
Date & Time: January 29, 8:30 am - noon

Date: January 14, 2025

Agenda Item No: 13.00

## Closed Session

### Recommended Motion

That Council move to Closed Session at \_\_\_\_\_ p.m. to discuss the following agenda item

- 13.1 Legal Matter as per FOIP Sections 27(1)(a)
- 13.2 Legal Matter as per FOIP Sections 16 & 17

That Council move to Regular Session at \_\_\_\_\_ p.m.

### Background

The *Municipal Government Act (MGA)* says that a meeting or part of a meeting is considered to be closed to the public when

- (a) any members of the public are not permitted to attend the entire meeting or part of the meeting,
- (b) the council, committee or other body holding the meeting instructs any member of the public to leave the meeting or part of the meeting, other than for improper conduct, or
- (c) the council, committee or other body holding the meeting holds any discussions separate from the public during the meeting or part of the meeting.

Section 197 of the MGA states that councils and council committees must conduct their meetings in public unless the matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the *Freedom of Information and Protection of Privacy (FOIP)* (s. 16 to 29). This section also indicates that a council or council committee must pass a resolution stating the reason and the section of FOIP that applies before closing all or any part of a meeting to the public.

FOIP outlines the items that would allow a council to close a council meeting, which include matters where a public disclosure could be harmful to:



- Third party business interests; (s. 16)
- Third party personal privacy; (s. 17)
- Individual or public safety; (s. 18 and 19)
- Law enforcement; (s. 20)
- Intergovernmental relations; (s. 21, 22, 23 and 24) and
- Economic or other interests (s. 25, 26, 27, 28 and 29).

Public bodies should not:

- Reveal confidential employee evaluations; or
- Disclose local public body confidences, or advice from officials; or
- Disclose information that is subject to any kind of legal privilege.

For example, a discussion regarding the employment of an individual should be held in-camera to protect the privacy of that individual. Also, preliminary meetings with developers (at their request/or council's discretion) describing a new land use development should be held in a closed session (s. 16 of FOIP).

The required motion to move to closed session, including the exceptions to disclosure applicable under FOIP is provided above.

The only motion allowed during closed session is a motion to move to regular session. A recommended motion is provided above.

## 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**

N/A

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

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

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

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

