



**AGENDA
REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL
TUESDAY, JULY 25, 2023 AT 5:30 P.M.
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS**

Barrhead....a quality community....giving a quality lifestyle

Present

Others Present

Regret

1. Call to Order
2. Consideration of Agenda (Additions - Deletions)
3. Confirmation of Minutes
 - (a) Regular Meeting Minutes – July 11, 2023
4. Public Hearings
 - (a) There are no Public Hearings
5. Delegations
 - (a) There are no Delegations
6. Old Business
 - (a) There is no Old Business
7. New Business
 - (a) Scope Review of the 53rd Avenue Reconstruction Project
 - (b) Financial Statement Report to June 30, 2023
 - (c) Monthly Bank Statement for the month ended June 30, 2023

8. Reports

- (a) Council Reports
- (b) CAO Report

9. Minutes

- (a) Barrhead & District Family and Community Support Services Society – April 20, 2023

10. Bylaw

- (a) There are no Bylaws

11. Correspondence Items

- (a) Letter dated July 11, 2023 from Barrhead Exhibition Association and Agricultural Society
- (b) Letter dated July 7, 2023 from Minister of Municipal Affairs

12. For the Good of Council

13. Tabled Items

14. Closed Session

- (a) Pursuant to Section 16 – Land of the FOIP

15. Adjourn

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD
TOWN COUNCIL HELD TUESDAY, JULY 11, 2023,
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

PRESENT Mayor McKenzie, Crs: T. Assaf, R. Klumph, A. Oswald, D. Smith and D. Sawatzky
Officials: Ed LeBlanc, CAO

OTHERS: Barry Kerton, Barrhead Leader

ABSENT Cr. D. Kluin

CALL TO ORDER Mayor McKenzie called the meeting to order at 5:30 p.m.

AGENDA The agenda was reviewed.

208-23 Moved by Cr. Klumph that the agenda be accepted as presented.

CARRIED UNANIMOUSLY

**CONFIRMATION
OF MINUTES**

The Minutes of the Town Council Regular Meeting of June 27, 2023, were reviewed.

209-23 Moved by Cr. Klumph that the Minutes of the Town Council Regular Meeting of June 27, 2023 be approved as presented.

CARRIED UNANIMOUSLY

**POTENTIAL FINANCIAL
CONTRIBUTION TO STARS**

For Council to consider providing financial assistance to STARS, was received.

210-23 Moved by Cr. Klumph that Council instructs Administration to place the financial request from STARS for deliberations during the 2024 budget cycle, as presented.

CARRIED UNANIMOUSLY

**SPECIAL EVENT APPLICATION –
HOSTED BY TIM HORTONS**

For Council to review and consider an application for a special event hosted by the local Tim Hortons restaurant, was received.

211-23 Moved by Cr. Oswald that Council approves the Special Event Application from the local Tim Hortons restaurant for their Tim Hortons Foundation event to be held on July 19, 2023 from 10:00 a.m. to 2:00 p.m., as presented.

CARRIED UNANIMOUSLY

**POTENTIAL CANCELLATION OF THE
SEPTEMBER 26, 2023 COUNCIL MEETING**

For Council to review and consider the possible cancellation or re-scheduling of the September 26, 2023 Town Council Meeting, was received.

212-23 Moved by Cr. Sawatzky that Council cancels the September 26, 2023 Town Council Meeting as in conflicts with the *Alberta Municipalities’* September 26 – 29th, 2023 Convention & Trade Show.

CARRIED UNANIMOUSLY

**COUNCIL
REPORTS**

The following Reports to Council as of July 11, 2023, were reviewed:

- Agricultural Society
- CAO’s Report
- Council Action List to June 27, 2023

213-23 Moved by Cr. Klumph that the following Reports to Council as of June 27, 2023, be accepted as information and as presented:

- Agricultural Society

CARRIED UNANIMOUSLY

214-23 Moved by Cr. Klumph that the CAO’s Report be accepted as information.

CARRIED UNANIMOUSLY

215-23 Moved by Cr. Assaf that the Council Action List to June 27, 2023 be accepted as information.

CARRIED UNANIMOUSLY

**FOR THE GOOD
OF COUNCIL**

Mayor McKenzie congratulated Councillor Klumph on his recent expedition of walking from the City of Edmonton to Fort Assiniboine to honour the Fort Assiniboine bi-centennial event.

Councillor Klumph thanked and acknowledged everyone who he met on his 180 kilometer trek to Fort Assiniboine that provided supplies, free camping sites, well wishes, words of encouragement and for the polite and courteous drivers.

ADJOURN

216-23 Moved by Cr. Assaf that the Council Meeting be adjourned at 6:03 p.m.

CARRIED UNANIMOUSLY

TOWN OF BARRHEAD

Mayor, David McKenzie

CAO, Edward LeBlanc

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: July 25, 2023

Re: Scope Review of the 53rd Avenue Reconstruction program

1.0 PURPOSE:

To review the scope of the 53rd Avenue reconstruction Project.

2.0 BACKGROUND AND DISCUSSION:

The 2023 approved Capital Budget includes the following two projects:

53 rd Avenue Reconstruction Project	Budget of 150,000.00
50 th Avenue Reconstruction Project	Budget of 150,000.00

Both projects comprise of approximately 270 meters in length and have the following scope:

- Pulverize the existing road structure
- Shape roadway to desired cross sections
- Remove and dispose exceeds materials
- Stabilize the remining materials with cement
- Supply, place and compact hot mix asphalt

At the commencement of the 53rd avenue project construction and upon further evaluation it became evident that the curbs and gutters should be replaced. The original strategy in respect to the sidewalks were to replace only a few sections; however, with the proposed installation of new curbs and gutters it would be reasonable to install all new sidewalks for a complete new rehabilitation project.

The previous Council contemplated of not re-installing sidewalks when the sidewalks reached its life span. That opportunity may exist at this particular project. Should Council elect not to replace the sidewalk, the project would have to be altered to extend the existing driveway aprons and a few private sidewalks to the edge of the road itself.

The rest of the area would be filled-in with top soil and grassed. The budgetary cost for this specific portion of the project would be an additional \$8,000.00.

Conversely, the previous Council also discussed the possibility of installing wider sidewalks. The width of the existing sidewalk is four feet and should Council wish to the sidewalk to six feet wide, the additional cost would be budgeted at \$62,000.00. With the two existing catch-basins, installing a wider sidewalk would create some challenges and further financial implications.

The Town has existing sidewalks of six feet in width located along the 49 street Service Road and a few “through/connecting” sidewalks in the Beaver Brook subdivision.

In summary, the options are as follows:

- a) Reconstruct 53th avenue and leaving the existing curb, gutters and sidewalks “as is”.
- b) Reconstruct 53th avenue and replace the existing curb, gutters along with replacing the existing sidewalk with the same four feet wide sidewalks at a cost of \$188,300.00.
- c) Reconstruct 53th avenue and replacing the curb and gutters with completely removing the feature of the sidewalks.
- d) Reconstruct 53th avenue and replace the curb, gutters along with replacing the existing sidewalks with a six feet wide sidewalks.



Picture No. 1



Picture No. 2



Picture No. 3



Picture No. 4



Picture No. 5



Picture No. 6



Picture No. 7

3.0 ALTERNATIVES:

- 3.1(a) That Council approves the change of scope for the 53rd Avenue reconstruction project by adding new four-foot sidewalks, curbs and gutters, at a price of 188,300.00 (includes 10% contingency), as presented.
- 3.1(b) That Council defer the 50th Avenue reconstruction project to the 2024 budget deliberations.
- 3.2 That Council approves the change of scope for the 53rd Avenue reconstruction project, as directed by Council.
- 3.3 That Council tables the potential change of scope for the 53rd Avenue reconstruction project and to instruct Administration to provide further information for the next regular Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

Both projects are funded through prior year's allocation of the Municipal Sustainability Initiative program by Alberta Municipal Affairs.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

None

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Limited, as the projects are funded through the Municipal Sustainability Initiative program, the accounting and reconciliation of the project s must be submitted to the Province.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Regardless on the final scope of the project, the service road would be rehabilitated and an improvement to the Town's infrastructure system.

8.0 ATTACHMENTS:

None

9.0 RECOMMENDATION:

Council approves the change of scope for the 53rd Avenue reconstruction project by adding new four-feet sidewalks, curbs and gutters, at a price of 188,300.00 (includes 10% contingency), as presented.

and

Council defer the 50th Avenue reconstruction project to the 2024 budget deliberations.

(original signed by the CAO)

Edward LeBlanc
CAO

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: July 25, 2023

Re: Financial Statement Report to June 30, 2023

1.0 PURPOSE:

For Council to approve the Financial Statement Report to June 30, 2023, as presented.

2.0 BACKGROUND AND DISCUSSION:

It has been the practice of Administration to provide Council with interim financial information to offer some insight on the Town's financial activities for both the operational and capital budgets.

3.0 ALTERNATIVES:

3.1 Council approves the Financial Statement Report to June 30, 2023, as presented.

3.2 Council tables the Financial Statement Report to June 30, 2023 and instructs Administration to provide additional information and report back to the next Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

None

5.0 INTERDEPARTMENTAL IMPLICATIONS:

None

6.0 SENIOR GOVERNMENT IMPLICATIONS:

None

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not Applicable

8.0 ATTACHMENTS:

8.1 Financial Statement Report to June 30, 2023

9.0 RECOMMENDATION:

Council approves the Financial Statement Report to June 30, 2023 as presented.

(original signed by the CAO)

Edward LeBlanc
CAO



TOWN OF BARRHEAD FINANCIAL STATEMENT REPORT TO JUNE 30, 2023

Council approved the 2023 Operating and Capital Budgets on January 10, 2023. During the budget process Council reviewed all budget line items, set priorities and established the municipal property tax rates for 2023. The Operating Budget was set at \$ 15.2 million and Capital Budget at \$3.8 million. In order to continue providing the same level of services and programs for the residents of the Town, Council increased the Municipal portion of the property tax rates for both residential and non-residential properties by 1.8%. This was the first municipal tax increase since 2019.

At June 30th actuals would typically be at approximately 50% levels, however total property tax revenues are accounted for when levied so they are now at nearly 100% and entries for transfers to capital for projects and reserves are done at the end of the fiscal year.

The June 30, 2023, Financial Statements indicate that all departments are doing very well with the various budget items.

A summary of the Operating and Capital Budgets at June 30, 2023 follows.

A. **OPERATING FINANCIAL STATEMENT BY DEPARTMENT** (See Attached A-1, A-2)

The Operating Financial Statement by Department provides summarized details by each particular department (Administration, Roads, Arena, etc.), with total operating revenues followed by total operating expenses.

On average several of the revenues by department are greater than 50%, with an overall total of 70.77% of the 2023 budgeted revenues. All Transfers from Operating Reserves are completed at Year End.

Several of the expenses in all the departments are below the 50% range, for an overall total of 47.0% of the 2023 budgeted expenses.

Entries for the various departmental contributions to capital for projects and reserves are completed at the end of the year.

B. **OPERATING FINANCIAL STATEMENT BY CATEGORY** (See Attached B-1)

The Operating Financial Statement by Category provides the same information as in (A-1, A-2) but is summarized by the various categories (Taxes, Sales of Goods & Services, Grants, Salaries, Contracted Services, Equipment Maintenance, Insurance, Utilities, etc), with total operating revenues followed by total operating expenses.

Upon a review of this operating report at June 30, 2023, many of the revenue categories are greater than 50%. The County contribution towards Recreation, along with MSI Operating, is generally received in the third quarter. Transfers from Operating Reserves are completed at the end of the year.

For the expense section a large number of expenses are close to the 50% mark. Some items are paid for early in the year so they will be at a higher %, such as insurance.

As noted, the Contribution to Capital of \$ 920,490 listed on Row 48 of the report is done at the end of the year so it is 0% at this time.

Overall all Departments are doing very well with their budgets.

C. **NET MUNICIPAL REQUIREMENTS – OPERATING** (See Attached C-1)

The Net Municipal Requirements – Operating provides similar information as in Sections A and B; however, it provides more specific details for each department. The first column indicates the Net Operating Surplus/Deficit at June 30, 2023, for each Department. The second column is the Net Budget required for the full year (Revenues less Expenses), while the third and fourth columns display the variance.

As most of the Net Municipal Financial Requirements are close to 50% of the total 2023 budget, this report indicates that most departments are on track to stay within their allocated budgets in 2023.

As previously noted, entries for contributions to capital and reserves are completed at year end.

D. **ASSETS & LIABILITIES** (See Attached D-1)

The Assets report lists the Cash & Investments of \$ 9.6 million as at June 30, 2023. A portion of these funds will be utilized during the year for operations and for capital projects that have been undertaken in 2023.

The Taxes Receivable of \$ 1.4 million lists the actual amount of 2023 taxes that are outstanding at the end of June 2023. This number will continually decrease after six more months of Pre-Authorized payments and other general property tax payments.

The Receivables of \$ 882,000 is the amount owing for any outstanding Utility bills, invoicing for Landfill fees, bulk water, licenses and GST to be recovered from the government.

The Liabilities & Equity section shows the various operating and capital reserves as well as the deferred revenues which is for government grants that have been received but not expended yet.

The Pool debenture of \$4 million is the total at December 31, 2022, with the 2023 payment amounts to be applied at the end of the year.

E. **CAPITAL FINANCIAL STATEMENT BY DEPARTMENT** (See Attached E-1)

The Capital Financial Statement by Department shows all the capital revenues and expenditures by Department (Fire, Water, Sewer, Arena, Pool, etc). The revenues are listed first, followed by the expenditures.

Most Capital Revenues will come from reserves, grants or contributions from the operating budget. The entries for most of these will be completed at the 2023 year-end, so it is not unusual for many of these revenues to be at 0% on this report.


The Capital Expenditures show the expenses to June 30, 2023. A number of the capital projects are in progress and will be completed in 2023 or a few could be forwarded to 2024 after tenders have been reviewed or capital grant funding for the project has been approved.


F. **CAPITAL FINANCIAL STATEMENT BY CATEGORY** (See Attached F-1)


The Capital Financial Statement by Category lists the same information as in (E-1) but by category (Grants, From Capital Reserves, From the Operating Function, Engineering Structures Addition, Equipment Additions). Capital Revenues are listed, followed by Capital Expenditures.

As noted previously most Capital Revenues will be recorded later in the year and the Capital Expenditures are based on the payments that have been made to date as many projects are still in progress for this year.

	A	B	C	D	E
1	TOWN OF BARRHEAD				
2	Operating Financial Statement by DEPARTMENT				
3	For the Six Months Ending June 30, 2023				
4		Jun	2023		
5		2023	Budget	Variance	Variance %
6	REVENUES				
7	Taxes	-6,817,074.04	-6,883,980	-66,905.96	99.03%
8	Franchise, Interest, Tax Penalties	-665,829.27	-1,175,000	-509,170.73	56.67%
9	Council	-3,214.94	-4,500	-1,285.06	71.44%
10	Administration	-41,287.54	-75,460	-34,172.46	54.71%
11	RCMP	-23,836.05	-65,800	-41,963.95	36.23%
12	Fire	-495,586.39	-963,950	-468,363.61	51.41%
13	ERC	-13,205.00	-26,410	-13,205.00	50.00%
14	Town Fire/Town ERC		-1,000	-1,000.00	0.00%
15	Disaster Services	-40.00	-50	-10.00	80.00%
16	Enforcement Services	-19,778.21	-27,600	-7,821.79	71.66%
17	Public Health		-21,830	-21,830.00	0.00%
18	Common Services	-3,481.20	-25,500	-22,018.80	13.65%
19	Roads		-76,460	-76,460.00	0.00%
20	Water	-1,456,767.75	-2,856,320	-1,399,552.25	51.00%
21	Sewer	-334,156.85	-665,750	-331,593.15	50.19%
22	Trade Waste	-130,958.00	-262,920	-131,962.00	49.81%
23	Landfill	-129,673.10	-280,880	-151,206.90	46.17%
24	Recycle	-100,765.43	-229,040	-128,274.57	43.99%
25	New Landfill		-4,500	-4,500.00	0.00%
26	FCSS	-195,461.50	-390,920	-195,458.50	50.00%
27	Cemetery	-15,630.00	-15,900	-270.00	98.30%
28	Development	-1,760.00	-20,500	-18,740.00	8.59%
29	Communications		-5,000	-5,000.00	0.00%
30	Recreation Administration	-23,169.28	-63,500	-40,330.72	36.49%
31	Arena	-118,241.49	-405,850	-287,608.51	29.13%
32	Pool	-167,361.94	-476,750	-309,388.06	35.10%
33	Parks	-1,471.68	-96,410	-94,938.32	1.53%
34	Rotary Park	-7,880.95	-20,000	-12,119.05	39.40%
35	Bowling Alley	-3,641.10	-3,600	41.10	101.14%
36	Curling	-2,372.50	-13,930	-11,557.50	17.03%
37	Walking Trail		-10,000	-10,000.00	0.00%
38	Tourism	-1,946.67	-7,500	-5,553.33	25.96%
39	Twinning		-3,900	-3,900.00	0.00%
40	Contingency/General		-43,650	-43,650.00	0.00%
41	Total Revenue	-10,774,590.88	-15,224,360	-4,449,769.12	70.77%
42					
43	EXPENSES				
44	Mayor	24,240.47	55,140	30,899.53	43.96%
45	Council	117,530.47	224,380	106,849.53	52.38%
46	Administration	494,339.91	929,370	435,030.09	53.19%
47	Computer	49,947.11	94,600	44,652.89	52.80%
48	RCMP	199,176.82	226,150	26,973.18	88.07%
49	Fire	538,436.81	963,950	425,513.19	55.86%
50	ERC	25,490.82	52,820	27,329.18	48.26%
51	Town Fire/Town ERC	192,049.14	386,220	194,170.86	49.73%
52	Disaster Services	4,137.49	1,500	-2,637.49	275.83%
53	Enforcement Services	89,323.92	152,390	63,066.08	58.62%
54	Safety	26,573.46	74,110	47,536.54	35.86%
55	Public Health	7,055.59	21,830	14,774.41	32.32%
56	Common Services	222,267.31	517,210	294,942.69	42.97%
57	Roads	463,862.31	1,319,720	855,857.69	35.15%


	A	B	C	D	E
1		TOWN OF BARRHEAD			
2		Operating Financial Statement by DEPARTMENT			
3		For the Six Months Ending June 30, 2023			
4		Jun	2023		
5		2023	Budget	Variance	Variance %
58	Airport	8,505.00	17,010	8,505.00	50.00%
59	Storm Sewer	8,599.87	27,160	18,560.13	31.66%
60	Water	906,815.02	2,077,130	1,170,314.98	43.66%
61	BRWC	475,086.52	779,190	304,103.48	60.97%
62	Sewer	198,797.58	665,750	466,952.42	29.86%
63	Trade Waste	78,979.63	262,920	183,940.37	30.04%
64	Landfill	129,440.84	280,880	151,439.16	46.08%
65	Recycle	115,530.51	229,040	113,509.49	50.44%
66	New Landfill		34,930	34,930.00	0.00%
67	FCSS	349,817.22	466,420	116,602.78	75.00%
68	Cemetery	7,574.93	33,240	25,665.07	22.79%
69	Development	62,371.48	136,230	73,858.52	45.78%
70	Communications	75,946.18	168,470	92,523.82	45.08%
71	Recreation Administration	174,293.87	362,690	188,396.13	48.06%
72	Arena	321,387.14	667,710	346,322.86	48.13%
73	Pool	704,375.62	1,600,970	896,594.38	44.00%
74	Parks	120,446.36	298,810	178,363.64	40.31%
75	Sportsground	33,287.32	59,850	26,562.68	55.62%
76	Rotary Park	2,535.70	7,000	4,464.30	36.22%
77	Bowling Alley	4,474.13	8,600	4,125.87	52.02%
78	Curling	15,770.05	34,460	18,689.95	45.76%
79	Walking Trail	5,355.16	53,890	48,534.84	9.94%
80	Museum		530	530.00	0.00%
81	Tourism/Culture	45,731.07	159,180	113,448.93	28.73%
82	Twinning	2,121.96	7,800	5,678.04	27.20%
83	Library	58,435.22	122,620	64,184.78	47.66%
84	Requisition	789,319.43	1,584,470	795,150.57	49.82%
85	Contingency/General	630.69	47,500	46,869.31	1.33%
86	Total Expenses	7,150,060.13	15,213,840	8,063,779.87	47.00%
87					
88	(Surplus)/Deficit	-3,624,530.75	-10,520	3,614,010.75	

	A	B	C	D	E
1					
2					
3					
4					
5					
6	REVENUES				
7	Taxes	-6,817,074.04	-6,883,980	-66,905.96	99.03%
8	Sales of Goods & Services	-2,234,950.08	-4,463,790	-2,228,839.92	50.07%
9	Penalties and Costs on Taxes	-18,427.39	-35,000	-16,572.61	52.65%
10	Licenses & Fees	-57,183.21	-71,100	-13,916.79	80.43%
11	Concessions and Franchises	-486,758.43	-1,000,000	-513,241.57	48.68%
12	Return on Investments - Operati	-160,643.45	-140,000	20,643.45	114.75%
13	Rentals	-191,607.61	-408,490	-216,882.39	46.91%
14	Donations	-1,376.80	-3,350	-1,973.20	41.10%
15	Tipping Fees, Reimbursements	-67,378.23	-158,050	-90,671.77	42.63%
16	Federal Grants	-2,880.00	-2,500	380.00	115.20%
17	Provincial Grants	-157,711.50	-492,470	-334,758.50	32.02%
18	Local Government Contributions	-578,600.14	-1,455,830	-877,229.86	39.74%
19	Transfers From Operating Reserve		-109,800	-109,800.00	0.00%
20	Total Revenue	-10,774,590.88	-15,224,360	-4,449,769.12	70.77%
22					
23	EXPENSES				
24	Salaries & Wages	1,937,230.87	4,129,130	2,191,899.13	46.92%
25	Employer Costs/Benefits	470,410.36	907,890	437,479.64	51.81%
26	Training & Development	21,461.27	84,300	62,838.73	25.46%
27	Mayor/Council Fees & Per Diems	112,788.00	222,680	109,892.00	50.65%
28	Mayor/Council Travel & Subsistence	21,309.66	42,500	21,190.34	50.14%
29	Fire Fighter & Guardian Fees	145,154.37	207,390	62,235.63	69.99%
30	Fire Guardian Mileage	2,627.63	6,500	3,872.37	40.43%
31	Travel & Subsistence	13,430.62	42,800	29,369.38	31.38%
32	Memberships	12,651.36	16,800	4,148.64	75.31%
33	Freight & Postage	20,408.96	38,060	17,651.04	53.62%
34	Telephone & Internet	31,161.74	67,260	36,098.26	46.33%
35	Appreciation/Promotional Events	18,724.31	47,050	28,325.69	39.80%
36	Contracted/Professional Services	1,123,210.76	1,955,980	832,769.24	57.42%
37	Repairs & Maintenance General	136,914.54	437,800	300,885.46	31.27%
38	Building Maintenance	94,709.22	150,500	55,790.78	62.93%
39	Equipment & Vehicle Maintenance	141,460.10	381,670	240,209.90	37.06%
40	Leases, Licenses	82,354.40	172,620	90,265.60	47.71%
41	Insurance	298,515.22	287,300	-11,215.22	103.90%
42	Materials & Supplies, Chemicals	397,399.01	1,066,600	669,200.99	37.26%
43	Gas, Power, Water	516,473.52	1,092,530	576,056.48	47.27%
44	Landfill Close/Post Close		30,430	30,430.00	0.00%
45	Requisitions/Adjustments	789,319.43	1,584,470	795,150.57	49.82%
46	Contribution to Other Local Government	8,505.00	17,010	8,505.00	50.00%
47	Contribution to Boards & Agencies	604,301.58	995,560	391,258.42	60.70%
48	Contribution to Capital		920,490	920,490.00	0.00%
49	Add to Operating Reserve		7,150	7,150.00	0.00%
50	Debenture, Bank Charges, Write-Offs	148,907.51	298,870	149,962.49	49.82%
51	Underlevy/(Overrequisition)	630.69	2,500	1,869.31	25.23%
52	Total Expenses	7,150,060.13	15,213,840	8,063,779.87	47.00%
53					
54	(Surplus)/Deficit	-3,624,530.75	-10,520	3,614,010.75	

	A	B	C	D	E
1	TOWN OF BARRHEAD				
2		Net Municipal Requirements - Operating			
3		For the Six Months Ending June 30, 2023			
4		Net Municipal 2023			
5		Financial Requirements	Budget	Variance	Variance %
6	DEPARTMENT				
7	Taxes	-6,817,074.04	-6,883,980	-66,905.96	99.03%
8	Other	-665,829.27	-1,175,000	-509,170.73	56.67%
9	Mayor	24,240.47	55,140	30,899.53	43.96%
10	Council	114,315.53	219,880	105,564.47	51.99%
11	Administration	453,052.37	853,910	400,857.63	53.06%
12	Computer	49,947.11	94,600	44,652.89	52.80%
13	RCMP	175,340.77	160,350	-14,990.77	109.35%
14	Fire	42,850.42	0	-42,850.42	0.00%
15	ERC	12,285.82	26,410	14,124.18	46.52%
16	Town Fire/Town ERC	192,049.14	385,220	193,170.86	49.85%
17	Disaster Services	4,097.49	1,450	-2,647.49	282.59%
18	Enforcement Services	69,545.71	124,790	55,244.29	55.73%
19	Safety	26,573.46	74,110	47,536.54	35.86%
20	Public Health	7,055.59	0	-7,055.59	0.00%
21	Common Services	218,786.11	491,710	272,923.89	44.49%
22	Roads	463,862.31	1,243,260	779,397.69	37.31%
23	Airport	8,505.00	17,010	8,505.00	50.00%
24	Storm Sewer	8,599.87	27,160	18,560.13	31.66%
25	Water	-549,952.73	-779,190	-229,237.27	70.58%
26	BRWC	475,086.52	779,190	304,103.48	60.97%
27	Sewer	-135,359.27	0	135,359.27	0.00%
28	Trade Waste	-51,978.37	0	51,978.37	0.00%
29	Landfill	-232.26	0	232.26	0.00%
30	Recycle	14,765.08	0	-14,765.08	0.00%
31	New Landfill		30,430	30,430.00	0.00%
32	FCSS	154,355.72	75,500	-78,855.72	204.44%
33	Cemetery	-8,055.07	17,340	25,395.07	(46.45%)
34	Development	60,611.48	115,730	55,118.52	52.37%
35	Communications	75,946.18	163,470	87,523.82	46.46%
36	Recreation Administration	151,124.59	299,190	148,065.41	50.51%
37	Arena	203,145.65	261,860	58,714.35	77.58%
38	Pool	537,013.68	1,124,220	587,206.32	47.77%
39	Parks	118,974.68	202,400	83,425.32	58.78%
40	Sportsground	33,287.32	59,850	26,562.68	55.62%
41	Rotary Park	-5,345.25	-13,000	-7,654.75	41.12%
42	Bowling Alley	833.03	5,000	4,166.97	16.66%
43	Curling	13,397.55	20,530	7,132.45	65.26%
44	Walking Trail	5,355.16	43,890	38,534.84	12.20%
45	Museum		530	530.00	0.00%
46	Tourism	43,784.40	151,680	107,895.60	28.87%
47	Twinning	2,121.96	3,900	1,778.04	54.41%
48	Library	58,435.22	122,620	64,184.78	47.66%
49	Requisition	789,319.43	1,584,470	795,150.57	49.82%
50	Contingency/General	630.69	3,850	3,219.31	16.38%
51					
52	Total Net Financial Requirement	-3,624,530.75	-10,520	3,614,010.75	

	A	B
1	TOWN OF BARRHEAD	
2	ASSETS & LIABILITIES	
3	For the Six Months Ending June 30, 2023	
4		June
5		2023
6	ASSETS	
7	Cash & Investments	9,600,684.84
8	Taxes Receivable	1,454,190.59
9	Receivables - Utilities, GST, Other	882,662.48
10	Inventory	48,394.57
11	Engineering Structures - Assets	78,110,676.86
12	Accum. Amort. Engineering Structures	-44,555,529.58
13	Buildings - Assets	27,868,842.43
14	Accum. Amort. Buildings	-6,515,783.87
15	Machinery & Equipment - Assets	12,091,895.12
16	Accum. Amort. Machinery & Equipment	-3,843,905.08
17	Land - Assets	1,389,708.70
18	Land Improvements - Assets	2,732,361.26
19	Accum. Amort. Land Improvements	-1,235,782.10
20	Vehicles - Assets	4,238,211.40
21	Accum. Amort. Vehicles	-1,731,681.86
22	TOTAL ASSETS	80,534,945.76
23		
24	LIABILITIES & EQUITY	
25	Employer Liabilities - Payroll	-282,420.53
26	Deposits & Trusts	-77,574.34
27	Operating Reserves	-819,005.94
28	Deferred Revenues & Liabilities	-549,760.93
29	Capital Reserves	-6,517,706.72
30	Payables & Holdbacks	-314,710.51
31	Pool - Long Term Loan Payable	-4,049,387.62
32	Equity in Fixed Assets	-64,499,625.66
33	Accumulated Surplus	-286,519.40
34	TOTAL LIABILITIES	-77,396,711.65
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	A	B	C	D	E
1	TOWN OF BARRHEAD				
2	Capital Financial Statement by DEPARTMENT				
3	For the Six Months Ending June 30, 2023				
4		Jun	2023		
5		2023	Budget	Variance	Variance %
6	CAPITAL REVENUES				
7	5-1201 Administration		-53,000	-53,000.00	0.00%
8	5-2301 Fire		-150,950	-150,950.00	0.00%
9	5-2303 ERC		-11,900	-11,900.00	0.00%
10	5-3101 Common Services		-31,593	-31,593.00	0.00%
11	5-3201 Roads		-400,000	-400,000.00	0.00%
12	5-4101 Water		-547,060	-547,060.00	0.00%
13	5-4201 Sewer		-760,537	-760,537.00	0.00%
14	5-4301 Trade Waste	-6,500.00	-52,000	-45,500.00	12.50%
15	5-4302 Landfill		-690,000	-690,000.00	0.00%
16	5-4303 Recycle		-14,800	-14,800.00	0.00%
17	5-4304 New Landfill		-4,500	-4,500.00	0.00%
18	5-5601 Cemetery		-10,000	-10,000.00	0.00%
19	5-6201 Communications		-132,500	-132,500.00	0.00%
20	5-7202 Arena		-179,000	-179,000.00	0.00%
21	5-7203 Pool		-140,000	-140,000.00	0.00%
22	5-7204 Parks	-13,900.00	-173,500	-159,600.00	8.01%
23	5-7205 Sportsground	-111,377.54	-111,500	-122.46	99.89%
24	5-7210 Walking Trail		-150,000	-150,000.00	0.00%
25	5-7401 Tourism		-42,500	-42,500.00	0.00%
26	5-9701 Contingency		-199,000	-199,000.00	0.00%
27	5-9702 Offsite	-1,250.00	-10,000	-8,750.00	12.50%
28	TOTAL CAPITAL REVENUES	-133,027.54	-3,864,340	-3,731,312.46	3.44%
29					
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31	CAPITAL EXPENDITURES				
32	6-1201 Administration	15,126.90	53,000	37,873.10	28.54%
33	6-2301 Fire		150,950	150,950.00	0.00%
34	6-2303 ERC		11,900	11,900.00	0.00%
35	6-3101 Common Services		31,593	31,593.00	0.00%
36	6-3201 Roads	29,966.35	400,000	370,033.65	7.49%
37	6-4101 Water	224,987.09	547,060	322,072.91	41.13%
38	6-4201 Sewer		760,537	760,537.00	0.00%
39	6-4301 Trade Waste		52,000	52,000.00	0.00%
40	6-4302 Landfill		690,000	690,000.00	0.00%
41	6-4303 Recycle		14,800	14,800.00	0.00%
42	6-4304 New Landfill		4,500	4,500.00	0.00%
43	6-5601 Cemetery	433.97	10,000	9,566.03	4.34%
44	6-6201 Communications		132,500	132,500.00	0.00%
45	6-7202 Arena	34,345.58	179,000	144,654.42	19.19%
46	6-7203 Pool	69,132.50	140,000	70,867.50	49.38%
47	6-7204 Parks	100,812.99	173,500	72,687.01	58.11%
48	6-7205 Sportsground	80,666.88	111,500	30,833.12	72.35%
49	6-7210 Walking Trail	61,513.88	150,000	88,486.12	41.01%
50	6-7401 Tourism	2,338.04	42,500	40,161.96	5.50%
51	6-9701 Contingency		199,000	199,000.00	0.00%
52	6-9702 Offsite		10,000	10,000.00	0.00%
53	TOTAL CAPITAL EXPENDITURES	619,324.18	3,864,340	3,245,015.82	16.03%

	A	B	C	D	E
1		TOWN OF BARRHEAD			
2		Capital Financial Statement by CATEGORY			
3		For the Six Months Ending June 30, 2023			
4		Jun	2023		
5		2023	Budget	Variance	Variance %
6	CAPITAL REVENUES				
7	Return on Investment/Rev. from Own Source	-51,605.00	-100,000	-48,395.00	51.61%
8	Sale of Fixed Assets	-20,400.00	-38,900	-18,500.00	52.44%
9	Federal Grants		-100,000	-100,000.00	0.00%
10	Provincial Grants	-59,772.54	-777,500	-717,727.46	7.69%
11	County/Other Municipal Contributions		-410,950	-410,950.00	0.00%
12	From Capital Reserves		-1,223,050	-1,223,050.00	0.00%
13	From Operating Function		-920,490	-920,490.00	0.00%
14	From Other Capital Function		-283,450	-283,450.00	0.00%
15	Developers Levy Payments	-1,250.00	-10,000	-8,750.00	12.50%
16	TOTAL CAPITAL REVENUE	-133,027.54	-3,864,340	-3,731,312.46	3.44%
17					
18	CAPITAL EXPENDITURES				
19	Engineering Structures	55,593.36	894,500	838,906.64	6.22%
20	Building Additions	36,611.00	76,900	40,289.00	47.61%
21	Equipment Additions	325,167.77	1,113,000	787,832.23	29.22%
22	Land Improvement Additions	145,303.20	330,000	184,696.80	44.03%
23	Vehicle Additions	56,648.85	186,000	129,351.15	30.46%
24	To Other Capital Functions		283,450	283,450.00	0.00%
25	Add to Capital Reserves		980,490	980,490.00	0.00%
26	TOTAL CAPITAL EXPENDITURES	619,324.18	3,864,340	3,245,015.82	16.03%
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REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: July 25, 2023

Re: Bank Statement – for month ending June 30, 2023

1.0 PURPOSE:

To approve the Monthly Bank Statement for the month ending June 30, 2023.

2.0 BACKGROUND AND DISCUSSION:

None

3.0 ALTERNATIVES:

3.1 That Council approves the Monthly Bank Statement for the month ending June 30, 2023, as presented.

3.2 That Council tables the Monthly Bank Statement for the month ending June 30, 2023 and to instruct Administration to provide further information for the next regular Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

None

5.0 INTERDEPARTMENTAL IMPLICATIONS:

None

6.0 SENIOR GOVERNMENT IMPLICATIONS:

None

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not Applicable

8.0 ATTACHMENTS:

8.1 Monthly Bank Statement for month ending June 30, 2023.

9.0 RECOMMENDATION:

That Council approves the Monthly Bank Statement for the month ending June 30, 2023, as presented.

(original signed by the CAO)
Edward LeBlanc
CAO

**TOWN OF BARRHEAD
MONTHLY BANK STATEMENT
FOR MONTH ENDED JUNE 30, 2023**

PER TOWN OF BARRHEAD:	SERVUS GENERAL ACCT	TERM DEPOSITS
Net Balance - Previous Month	4,963,573.19	0.00
Receipts	4,161,244.97	
Interest	23,552.49	
Transfers from/to Term Deposits	0.00	2,500,000.00
Cancelled Cheques	0.00	
SUBTOTAL	9,148,370.65	2,500,000.00
Disbursements	1,684,551.10	
Debentures/Interest	0.00	
School Requisition	364,434.71	
Transfers from/to General	0.00	0.00
NSF/Returned Cheques or Transfers	0.00	
Postdated Cheques	0.00	
NET BALANCE AT END OF MONTH	7,099,384.84	2,500,000.00

PER BANK:		
Balance at end of month	6,801,979.65	2,500,000.00
Outstanding Deposits	436,228.92	
SUBTOTAL	7,238,208.57	2,500,000.00
Outstanding Cheques	138,823.73	
NET BALANCE AT END OF MONTH	7,099,384.84	2,500,000.00

TERM DEPOSIT SUMMARY
FOR MONTH ENDED JUNE 30, 2023

<u>Financial Institution</u>	<u>Term Amount</u>	<u>Interest Rate</u>	<u>Term Started</u>	<u>Investment Details</u>
Total	\$ <u>2,500,000.00</u>	5.41	08-Jun-23	Maturity Date Sept. 8, 2023



APPROVED

APPROVED
June 15th/23

Regular Board Meeting Minutes

Thursday, April 20th, 2023

<u>Present</u>	Judy Bradley – Chair Dan Garvey – Vice Chair Leslie Penny – Secretary/Treasurer Karen Gariepy – Executive Director Kay Roberts – Finance Terese Koch – Recording Secretary Anthony Oswald, Sally Litke, Dausen Kluin, Bill Lane, Paul Properzi	
<u>Absent/Regrets</u>	Mark Oberg	
	1) <u>Call to Order:</u> The regular meeting of the Barrhead & District Family and Community Support Services Society was called to order by Judy Bradley at 9:34 am.	
23/04-01	2) <u>Acceptance of Agenda – Additions/Deletions</u> <ul style="list-style-type: none"> Add under New Business: <ul style="list-style-type: none"> b) RRS Rural Renewal Stream c) Northeast Zone Regional Meeting Moved by Bill Lane to accept the agenda. Seconded by Dausen Kluin.	Carried
	3) <u>Board Delegation/Presentation</u> <ul style="list-style-type: none"> None at this meeting. 	
23/04-02	4) <u>Items for Approval</u> <ul style="list-style-type: none"> a) Moved by Paul Properzi to accept the minutes of the regular Board meeting for Barrhead and District FCSS Society from March 16th, 2022. Seconded by Leslie Penny. 	Carried

23/04-03	b) Financial Statements. Moved by Leslie Penny to accept the financial statements for the 80/20 General Account, Community Account and Casino Account for the period ending, March 31st, 2023, as presented. Seconded by Sally Littke	Carried
	5) <u>New Business:</u> <ul style="list-style-type: none"> • AGLC re: Request for Minor Casino-16 Games of less Licence 638452. • Rural Renewal Stream – Accepted as information. • Northeast Zone Regional Meeting – May 11th and 12th in St. Paul. If you would like to attend let Karen know. 	
	6) <u>Old business</u> <ul style="list-style-type: none"> • None at this meeting. 	
23/04-04	7) <u>Items for Information</u> a) Director's Report – Accepted as information. Moved by Bill Lane to accept the above items as information. Seconded by Paul Properzi.	Carried
	8) <u>Board Development</u> 1) Effective Organizations Call for Effective Chairs	
23/04-05	9) <u>In Camera</u> <ul style="list-style-type: none"> • Motion to go into "In Camera" by Paul Properzi. Seconded by Dausen Kluin. 	Carried
23/04-06	<ul style="list-style-type: none"> • Motion to go out of "In Camera," by Bill Lane. Seconded by Anthony Oswald. 	Carried
23/04-07	<ul style="list-style-type: none"> • Motion by Leslie Penny to move \$2500 from the Community account to the General account to cover salaries. Seconded by Sally Littke. 	Carried
23/04-08	<ul style="list-style-type: none"> • Motion by Leslie Penny to increase the Executive Director's salary by \$9/hour. Effective April 1st, 2023. Seconded by Dan Garvey. 	Carried
	10) <u>Next Meeting</u> Thursday, May 18th, 2023 – Finance committee at 9 am, regular Board meeting at 9:30.	
23/04-09	11) <u>Adjournment</u> Moved by Dausen Kluin to adjourn the meeting at 10:41 am. Seconded by Leslie Penny.	Carried

Barrhead & District Family and Community Support Services Society
Regular Board Meeting of April 20th, 2023

Zolie Penny

Chairperson

Liese Koch

Recording Secretary

REQUEST FOR DECISION

To: Town Council
From: Edward LeBlanc, CAO
cc: File
Date: July 25, 2023
Re: Correspondence Item

Item (a) Letter dated July 11, 2023 from the Barrhead Exhibition Association and Agricultural Society, thanking the Town of Barrhead for the prior years' sponsorship of \$5,000.00.

Administrative comments:

The 2023 Operating Budget still has a balance of \$7,500.00 unallocated in the "Grants to Organizations" under the miscellaneous donation category.

Recommendation:

The 2023 donation level to the Barrhead Exhibition Association and Agricultural Society, be approved at the wish of Council.

Item (b) Letter dated July 7, 2023 from Mr. Ric McIver, Minister of Alberta Municipal Affairs, regarding the allocation amounts to our community for the Municipal Sustainability Initiative (MSI) Capital and Operating programs and the Canada Community-Building Fund (CCBF) program.

Recommendation:

Council accepts the letter dated July 7, 2023 from Mr. Ric McIver, Minister of Alberta Municipal Affairs, regarding the allocation amounts to our community for the Municipal Sustainability Initiative (MSI) Capital and Operating programs and the Canada Community-Building Fund (CCBF) program, as information.

(Original signed by the CAO)

Edward LeBlanc
CAO

***BARRHEAD EXHIBITION ASSOCIATION
AND AGRICULTURAL SOCIETY
Box 4268 BARRHEAD, AB T7N 1A3***

Town of Barrhead
Council Members
Ed LeBlanc – C.A.O.

July 11, 2023

Dear Members of Council and Mr. LeBlanc

On behalf of the Barrhead Agricultural Society, I would like to express our sincere appreciation for your \$5000.00 sponsorship of our events in the past. We value your support in all of our endeavors.

I have included a Sponsorship Package for your consideration for our 2023 Events. I can be reached at 780-674-3647 or 780-674-1197 if you have questions or concerns.

I look forward to hearing from you.



Brenda Visser
Treasurer, Barrhead Agricultural Society

THE BARRHEAD AGRICULTURAL SOCIETY

is busy making plans for upcoming events in 2023. We will be hosting the Demolition Derby, July 22nd and the Barrhead Blue Heron Fair, August 12th and 13th. We would like to take this opportunity to thank you for your past financial assistance and we are hopeful that you will continue to support our endeavors. We would also like to take this opportunity to introduce ourselves to businesses who have not yet had the opportunity partner with us. Please take the time to review the partnership packages that are available and the benefits that are part of each package. **If you prefer to sponsor a specific event, please let us know which event that is.**

PARTNERSHIP PACKAGES

CORPORATE PARTNERSHIP \$3500.00 or more	GOLD PARTNERSHIP \$2000.00 - \$3499.00	SILVER PARTNERSHIP \$1000.00 – \$1999.00	BRONZE PARTNERSHIP \$500.00 – \$999.00	FRIENDS OF THE BARRHEAD AG SOCIETY \$100.00 - \$499.00
Advertising with banner at Blue Heron Fair & Demolition Derby	Advertising with banner at Blue Heron Fair & Demolition Derby	Advertising with banner at Blue Heron Fair or Demolition Derby		
10 Complimentary tickets to Blue Heron Fair & Demolition Derby	6 Complimentary tickets to Blue Heron Fair & Demolition Derby	4 Complimentary tickets to Blue Heron Fair & Demolition Derby	2 Complimentary tickets to Blue Heron Fair OR Demolition Derby	
6 Complimentary tickets to either of the Blue Heron Fair Cabaret or the Demolition Derby Cabaret	4 Complimentary tickets to either of the Blue Heron Fair Cabaret or the Demolition Derby Cabaret	2 Complimentary tickets to either of the Blue Heron Fair Cabaret or the Demolition Derby Cabaret		
Link to your business on Barrhead Ag Society Web page.	Link to your business on Barrhead Ag Society Web page.			
Listing in any print material at any event hosted by Barrhead Ag Society	Listing in any print material at any event hosted by Barrhead Ag Society	Listing in print material at Blue Heron Fair & Demolition Derby	Listing in print material at Blue Heron Fair & Demolition Derby	Listing in print material at Blue Heron Fair, & Demolition Derby

****Please note: any **in-kind donations** received throughout the year are valued and categorized within the appropriate package
If you have any questions, please contact: President Jackie Miller (780) 282-0234 or Treasurer: Brenda Visser (780) 674-1197

PARTNERSHIP INFORMATION

____ Yes, we are interested in becoming a sponsor

____ Yes, we have a Company Banner to display

Please include a business card if possible

Make cheques payable to the Barrhead Agricultural Society: Box 4268 Barrhead, AB T7N 1A3
E-transfers accepted at bhdagsociety@gmail.com

NAME OF BUSINESS: _____

CONTACT PERSON(S) _____

ADDRESS: _____

PHONE NUMBER: _____

EMAIL ADDRESS: _____

AMOUNT OF SPONSORSHIP: _____

SPECIFIC EVENT: (IF PREFERRED): _____



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister

MLA, Calgary-Hays

AR111593

July 7, 2023

His Worship David McKenzie
Mayor
Town of Barrhead
PO Box 4189
Barrhead AB T7N 1A2

Dear Mayor McKenzie:

Further to my predecessor's letter of March 2, 2023, a strong partnership between the province and local governments remains a key priority for the Government of Alberta. To that end, I am pleased to confirm the allocation amounts to your community for the Municipal Sustainability Initiative (MSI) Capital and Operating programs, and the Canada Community-Building Fund (CCBF) program.

For the Town of Barrhead:

- The **2023 MSI Capital allocation is \$485,146.**
- The **2023 MSI Operating allocation is \$305,840**, double the 2022 allocation amount.
- The **2023 CCBF allocation is \$286,653.**

MSI and CCBF funding amounts for all municipalities and Metis Settlements are posted on the Government of Alberta website at open.alberta.ca/publications.

I look forward to working together with you to support your local infrastructure and operating needs, and building strong, vibrant communities across Alberta.

Sincerely,

Ric McIver
Minister

cc: Edward LeBlanc, Chief Administrative Officer, Town of Barrhead