



**AGENDA
REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL
TUESDAY, APRIL 12, 2022 AT 5:30 P.M.
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS**

Present

Others Present

Regret

1. Call to Order
2. Consideration of Agenda (Additions - Deletions)
3. Confirmation of Minutes
 - (a) Regular Meeting Minutes – March 22, 2022
4. Public Hearings
 - (a) There are no Public Hearings
5. Delegations
 - (a) Delegation at 5:30 p.m. – Wayne Ellerington - Ellerington LLP
2021 Audited Financial Statement
 - (b) Delegation at 5:45 p.m. – Sergeant Bob Dodds – RCMP Detachment
2022/2023 Annual Performance Plan
6. Old Business
7. New Business
 - (a) Barrhead Library – Revised 2022 Operating Budget
 - (b) Policy 11-001, Elected Officials Expenses
 - (c) 2022 Final Operating and Capital Budget
 - (d) Barrhead Public Library – Member-at-large appointment
 - (e) Proclamation – June 18, 2022 Lemonade Day
 - (f) Monthly Bank Statement for the month ended March 31, 2022

8. Reports

- (a) Council Reports
- (b) CAO Report
- (c) Council Action List to March 22, 2022

9. Minutes

- (a) Barrhead & District Social Housing Association – January 27, 2022
- (b) Barrhead & District Social Housing Association – March 7, 2022

10. Bylaw

- (a) Bylaw 05-2022, Property Tax Bylaw
- (b) Bylaw 06-2022, Cemetery Bylaw

11. Correspondence Items

- (a) Letter dated March 23, 2022, from Mayor Sheila Gilmour, Town of Fox Creek

12. For the Good of Council

13. Tabled Items

14. Closed Session

- (a) Pursuant to Section 16 of the FOIP Act

15. Adjourn

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD
TOWN COUNCIL HELD TUESDAY, MARCH 22, 2022,
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

PRESENT Mayor McKenzie, Crs: T. Assaf, D. Kluin, R. Klumph, A. Oswald and D. Smith

Officials: Ed LeBlanc, CAO and Cheryl Callihoo, Director of Development & Legislative Services

Others: Barry Kerton, Barrhead Leader

ABSENT Cr. D. Sawatzky

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

AGENDA The agenda was reviewed.

105-22 Moved by Cr. Klumph that the agenda be accepted with the following addition:

- 14(a) In Camera – FOIP Act Section 16 – Land

CARRIED UNANIMOUSLY

**CONFIRMATION
OF MINUTES**

The Minutes of the Town Council Regular Meeting of March 8, 2022, were reviewed.

106-22 Moved by Cr. Klumph that the Minutes of the Town Council Regular Meeting of March 8, 2022 be accepted as presented.

CARRIED UNANIMOUSLY

**APPOINTMENT TO THE BRWC –
MEMBER-AT-LARGE**

For Council to consider an appointment to the Barrhead Regional Water Commission, was reviewed.

107-22 Moved by Mayor McKenzie that Council appoints Mr. Gerry St. Pierre to the Barrhead Regional Water Commission, as a member-at-large for the 2022-2023 term.

CARRIED UNANIMOUSLY

**BARRHEAD REGIONAL
LANDFILL COMMITTEE**

For Council to approve the Barrhead Regional Landfill Committee's proposed 2022 Operating Budget, 2023-2025 Operating Plan, the 2022 proposed Capital Budget and the 10 Year Capital Plan, was reviewed.

Ed LeBlanc, CAO, reviewed with Council.

108-22 Moved by Cr. Klumph that Council approves the Barrhead Regional Landfill Services' 2022 Landfill Operating Budget with expenditures in the amount of \$271,010.00, with each municipality contributing \$77,110.00, as presented and recommended by the Barrhead Regional Landfill Services Committee.

CARRIED UNANIMOUSLY

- 109-22 Moved by Cr. Klumph that Council approves the Barrhead Regional Landfill Services' 2023 Landfill Operating Plan with expenditures in the amount of \$268,400.00, the 2024 Landfill Operating Plan with expenditures in the amount of \$273,040.00 and the 2025 Landfill Operating Plan with expenditures in the amount of \$277,800.00, as presented and recommended by the Barrhead Regional Landfill Services Committee.

CARRIED UNANIMOUSLY

- 110-22 Moved by Cr. Klumph that Council approves the Barrhead Regional Landfill Services' 2022 Landfill Capital Budget with expenditures in the amount of \$58,000.00, with each municipality contributing \$29,000.00, as presented and recommended by the Barrhead Regional Landfill Services Committee.

CARRIED UNANIMOUSLY

- 111-22 Moved by Cr. Klumph that Council approves the Barrhead Regional Landfill Services' 10 Year Proposed Landfill Capital Plan, as presented and recommended by the Barrhead Regional Landfill Services Committee.

CARRIED UNANIMOUSLY

**MONTHLY BANK
STATEMENT**

The Monthly Bank Statement for the month ended February 28, 2022, was received.

- 112-22 Moved by Cr. Oswald that Council approve the Monthly Bank Statement for the month ended February 28, 2022, as presented.

CARRIED UNANIMOUSLY

**POLICY #23-21-003, BARRHEAD
REGIONAL FIRE SERVICES
RESPONSE AND BILLING RATES**

For Council to approve a revised Policy # 23-21-003 (Appendix A) Barrhead Fire Services Response and Billing Rates, was reviewed.

Ed LeBlanc, CAO, reviewed with Council.

- 113-22 Moved by Cr. Assaf that Council approves the revised Policy # 23-21-003 (Appendix A) Barrhead Fire Services Response and Billing Rates, as presented.

CARRIED UNANIMOUSLY

**NEW BARRHEAD REGIONAL FIRE
SERVICES AGREEMENT**

For Council to review the draft of the Barrhead Regional Fire Services Agreement for consideration and formal endorsement, was reviewed.

Ed LeBlanc, CAO, reviewed with Council.

- 114-22 Moved by Cr. Smith that Council approve the draft Barrhead Regional Fire Services Agreement, as presented.

CARRIED UNANIMOUSLY

**ADDITIONAL HANDICAPPED
PARKING STALL**

For Council to consider providing further instructions to Administration as a result of a recent inquiry to provide an additional handicapped parking stall, was received.

Ed LeBlanc, CAO, reviewed with Council.

115-22

Moved by Cr. Kluin that Council instructs Administration to prepare an amending Bylaw to the current Traffic Bylaw 03-2021 to accommodate the request from St. Anne's Roman Catholic Church dated March 10, 2022 to have one handicapped parking stall installed on the southeast corner of 52nd Avenue and 50th Street and present it at the next Council Meeting.

CARRIED UNANIMOUSLY

**2022 "YEAR OF THE
GARDEN"**

For Council to consider proclaiming 2022 as the "Year of the Garden", was received.

116-22

Moved by Cr. Klumph that Council declares 2022 as the "Year of the Garden" as requested by the Communities in Bloom and the Canadian Garden Council and amend the proclamation by deleting "That all municipalities across Canada BE INVITED to proclaim 2022 to be the *Year of the Garden* in their respective municipalities, and that a copy of this resolution be provided to the FCM, and for that purpose", and providing no other proclamation is made for June 18th, 2022.

CARRIED UNANIMOUSLY

**REPORTS TO
COUNCIL**

The following Reports to Council as of March 22, 2022, were reviewed:

- Barrhead Cares Coalition
- Chamber of Commerce
- Family & Community Support Services Society
- Library Board
- Yellowhead Regional Library Board

117-22

Moved by Cr. Oswald that the following Reports to Council as of March 22, 2022, be accepted as information:

- Barrhead Cares Coalition
- Chamber of Commerce
- Family & Community Support Services Society
- Library Board
- Yellowhead Regional Library Board

CARRIED UNANIMOUSLY

MINUTES TO COUNCIL

The following Minutes to Council were reviewed:

- Barrhead & District Family and Community Support Services – February 17, 2022
- Barrhead & District Regional Landfill Committee – March 10, 2022

118-22 Moved by Cr. Assaf that the following Minutes to Council be accepted as information.

- Barrhead & District Family and Community Support Services – February 17, 2022
- Barrhead & District Regional Landfill Committee – March 10, 2022

CARRIED UNANIMOUSLY

FOR THE GOOD OF COUNCIL

Cr. Assaf congratulated Adonis Pederson for achieving 2nd place in the Alberta Junior B Rowing Competition.

Cr. Oswald congratulated the Pembina Rage Ringette Team as they finished 8th in the recent Provincial Tournament.

**CLOSED SESSION – FOIP ACT
SECTION 16 – LAND**

119-22 Moved by Cr. Smith that Council come go in closed session at 6:23 p.m.

CARRIED UNANIMOUSLY

OUT OF CLOSED SESSION

120-22 Moved by Cr. Assaf that Council come out of closed session at 6:43 p.m.

CARRIED UNANIMOUSLY

ADJOURN

121-22 Moved by Cr. Kluin that the Council Meeting be adjourned at 6:43 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: April 12, 2022

Re: 5:30 p.m. Delegation – 2021 Financial Audit

1.0 PURPOSE:

Delegation – Mr. Wayne Ellerington, from Ellerington LLP, will be in attendance to present the Auditor's Report and the 2021 Audited Financial Statements at 5:30 p.m.

2.0 BACKGROUND AND DISCUSSION:

The 2021 year-end audit has been completed by Ellerington LLP. The 2021 Financial Statement and 2021 Municipal Financial Information Return were prepared for the Auditor prior to the audit. No changes were required to any of the Financial Statements once the audit was complete.

The Audited 2021 Financial Statement and the Audited 2021 Municipal Financial Information Return is presented to Council for formal approval.

The overall 2021 surplus is \$1,191.78.

Mr. Wayne Ellerington will be in attendance to review the financial statements and answer any questions Council may have.

The 2021 Annual Report, including financial statements, will be available on the Town's website and at the Administration Office prior to the end of April 2022.

3.0 ALTERNATIVES:

3.1(a) Council accept the Auditor's Report from Ellerington LLP, regarding the 2021 audit, as presented.

3.1(b) Council approve the 2021 Audited Financial Statement as presented.

3.1(c) Council approve the 2021 Audited Financial Information Return, as presented.

3.2 That Council tables the information provided during Mr. Wayne Ellerington, from Ellerington LLP's presentation and instructs Administration to provide further information for the next regular Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

Not Applicable

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not Applicable

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not Applicable

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not Applicable

8.0 ATTACHMENTS:

8.1 Ellerington LLP 2021 Auditor's Letter to Council

8.2 2021 Audited Financial Statements

8.3 2021 Audited Financial Information Return

9.0 RECOMMENDATION:

- Council accept the Auditor's Report from Ellerington LLP, regarding the 2021 audit, as presented.
- Council approve the 2021 Audited Financial Statement as presented.
- Council approve the 2021 Audited Financial Information Return, as presented.

(original signed by the CAO)

Edward LeBlanc
CAO

March 10, 2022

Ellerington **LLP**
Chartered Professional Accountants



Mayor and Council
Town of Barrhead
PO Box 4189
Barrhead, Alberta
T7N 1A2

Dear Sirs/Madams:

Re: **Town of Barrhead 2021 Financial Audit**

A – Our Role as Auditors

As auditors for the Town, our objective was to express an opinion on whether the financial statements present fairly, in all material respects, the financial position, results of operations and cash flows of the Town in accordance with Canadian generally accepted accounting principles.

Our audit was made in accordance with Canadian generally accepted auditing standards, and accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances. We planned and performed audit procedures to obtain reasonable assurance whether the financial statements were free of material misstatement. This included examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

Because an audit is conducted primarily to enable us to express an opinion on the financial statements, it is not specifically designed to identify all errors, fraud, illegal acts, significant weaknesses in internal control or other irregularities. In addition, because of the limitations inherent in the audit process, it cannot necessarily be expected to detect all such misstatements. If any significant errors or irregularities had been discovered as a result of our examination, they would have been reported to the appropriate level of management. There were none.

B – Identification of Possible Fraud Risk Factors

Assurance required us to plan and perform our audits to obtain reasonable assurance that the financial statements are free from material misstatement, whether caused by error or fraud. To the extent any audit risk factors are deemed to exist our general audit approach and specific audit procedures are modified to minimize such risk factors.

Our review of possible fraud risk factors for the Town of Barrhead found the Town to have specific controls to circumstances that mitigate or eliminate the risk.

C – Confidentiality

We maintain the strictest confidence with respect to any client's or former client's information. Accordingly, the Town's confidential information will not, without your consent, be disclosed to any individuals outside the firm, except as required by law or under the profession's Rules of Professional Conduct.

D – Practice Inspections

In accordance with professional regulations (and by Firm policy), our client files must periodically be reviewed by provincial practice inspectors to ensure that we are adhering to professional and Firm standards. File reviewers are required to maintain confidentiality of client information.

E – Role of Management and Council

The preparation of the financial statements in accordance with Canadian generally accepted accounting principles is the responsibility of management. This responsibility includes the maintenance of adequate accounting records and internal controls, prevention and detection of fraud errors, safeguarding of assets, selection and application of suitable accounting policies and appropriate disclosure of financial information in the financial statements.

It is the responsibility of Council to ensure that policies are in place for effective governance and to ensure that all unusual and material transactions during the year are properly approved.

Our audit revealed no material weaknesses in these areas.

F – Budgets, Council Minutes and General Ledger

Since a municipality is a political organization, the decisions of Council, as documented in a budget or minutes, is paramount. Municipal employees are responsible to carry out instructions from council.

The operating and capital budgets are primary tools of fiscal management utilized in the municipal environment. Formulated by management and adopted by the Council, they become an important tool of management and of the auditor.

Reviewing the general ledger detail (specifically revenues and expenses) is an excellent tool for Councilors to gain familiarity with Municipal operations during the year.

G – Resolutions/Bylaws

All decisions of the Council made by resolution or bylaw are legislative in nature and are enforceable within the municipality. The 2021 minutes and bylaws have all been reviewed in the course of our audit.

H – Debt Limit

Note 9 of the Financial Statements discloses debt and debt limits for the Town. The Town has a debt limit under the Municipal Government Act is \$19,658,958. The actual debt of the Town was \$4,208,507 leaving \$14,870,451 available. Maximum allowable annual principal and interest payments under the Municipal Government Act are \$3,179,826. With annual principal and interest payments of \$290,569, the Town can afford an additional \$ 2,889,257 in annual payments of principal and interest.

The existing debt is financed at 3.153 per cent per annum, the rate is fixed for the remainder of the loan which expires March 15, 2041.

I – Consolidated Statement of Financial Position

The financial statements reflects the consolidated statement of financial position of the Town as at December 31, 2021. This statement can be evaluated as follows:

1. Debt Ratio

Total assets increased to \$76,395,276 as at December 31, 2021 from \$74,616,841 a year earlier, an increase of \$1,778,435. Liabilities increased by \$469,763 during the year. The net result is an increase of accumulated surplus of \$1,308,672.

2. Working Capital

Working capital is another way of expressing an entity's liquidity. As at December 31, 2021 working capital was \$8,072,228, an increase of \$936,344.

3. Net Financial Assets

The Consolidated Statement of Financial Position reflects a Net Financial Assets of \$3,499,638 which is up by \$1,057,964 from the prior year. Net financial assets are reduced by the total amount of long-term debt of \$4,208,507. In fiscal 2021 the Town only has to repay \$159,119 of the long-term debt so net financial assets is a very conservative measurement.

Based upon evaluation of debt limits and financial ratios, the Town continues to build its financial strength.

J – Consolidated Statement of Cash Flows

The financial statements reflects the consolidated statement of cash flows of the Town for the year ended December 31, 2021. This statement provides detailing of sources of cash flow and uses of cash flow. During fiscal 2021 operations before financial activities provided \$5,112,486 in cash flows. Excess of revenues over expenses for 2021 was \$1,308,872 after expensing \$1,939,963 in amortization and loss on disposal of tangible capital assets of \$113,224. These are non-cash expenses meaning that operations generated \$3,361,859 in cash flow. Another factor in the \$5,112,486 cash flow from operations was the decrease in non-cash working capital of \$1,750,627.

Capital activity used \$2,300,166 of cash flows which was the difference between acquisition of tangible capital assets for \$2,334,667 and disposition of tangible capital assets for \$34,501.

Investing activity consisted solely of increased restrictions on cash and cash equivalents of \$555,083. This pertains mainly to unexpended Provincial Grants which are detailed in Note 4 attached to the financial statements.

Financing activity was only repayment of long-term debt for \$154,218.

These four types of activities resulted in an increase of cash and cash equivalents for the year of \$2,103,019. Combined with cash and cash equivalents at the beginning of the year of \$5,105,095 the Town ended the year with \$7,208,114 in cash and cash equivalents.

K – Changes of Accumulated Surplus

The financial statements details accumulated surplus and changes in accumulated surplus of the Town during fiscal 2021. Accumulated surplus is divided into three categories, unrestricted surplus, restricted surplus and equity in tangible capital assets.

Equity in tangible capital assets is equity that is not readily available for operations. It reflects total tangible capital assets invested in land, land improvements, buildings, engineering structures, machinery and equipment and vehicles owned by the Town. These assets are reflected in the financial statements at cost less accumulated amortization. Total cost is \$121,179,135 and total accumulated amortization is \$56,031,583 leaving a net book value of \$65,147,552. Subtracting long term debt of \$4,208,507 from the net book value leaves an equity in tangible capital assets of \$60,939,045. The increase in equity in tangible capital assets during the year reflects the fact that the Town has replaced capital assets at a pace faster than they are considered to amortize.

Restricted surplus of \$7,486,046 represents funds designated to operating and capital reserves in anticipation of future capital and operating expenditures. These reserves are the result of management decisions by Town council.

Unrestricted surplus is \$327,209 as at December 31, 2021, largely unchanged from \$326,017 as at December 31, 2020. Unrestricted funds are again the result of management decisions by Town council when funds are allocated to operating and capital reserves. The need for unrestricted surplus is minimal if the combination of restricted surplus and unrestricted surplus meet the Town's financial requirements which they do at \$7,813,255.

L – Beaver Brook Subdivision Phase 3

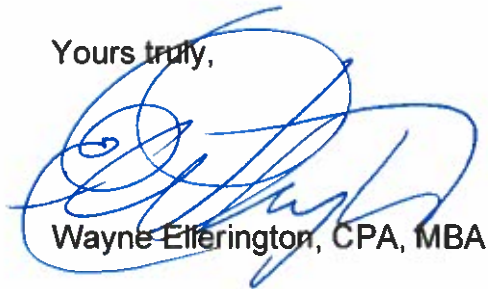
The costs of this development are no longer reflected on the balance sheet as inventory but are reflected in various categories of tangible capital assets as required by Alberta Municipal Affairs. This requirement by Alberta Municipal Affairs tends to understate working capital. Beaver Brook Subdivision Phase 3 is an inventory available for resale and while it all may not be realized in one fiscal year it certainly will result in positive cash flow over the next several fiscal years.

M – Concluding Comments

The Town continued to build financial strength even in a year of great financial uncertainty. This enabled the Town to make positive decisions maintaining staff and continuing with capital projects.

And as always, we received every co-operation from management and staff in the course of our financial audit. Thank you.

Yours truly,

A handwritten signature in blue ink, appearing to read 'Wayne Ellerington', is written over the printed name below it.

Wayne Ellerington, CPA, MBA

TOWN OF BARRHEAD

FOR THE YEAR ENDED
December 31, 2021



Report of the Chief Administrative Officer or Designated Officer

The information contained in this Municipal Financial Statement presents fairly, to the best of my knowledge, the information requested.

(Original Signed)
Signature

Jennifer Mantay, Dir. of Corp. Services
Name

March 10, 2022
Dated

TOWN OF BARRHEAD
FINANCIAL STATEMENTS
For the Year Ended December 31, 2021

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MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

Management of the Town of Barrhead is responsible for the preparation, accuracy, objectivity and integrity of the accompanying consolidated financial statements and all other information contained within this Financial Report. Management believes that the consolidated financial statements present fairly the Town's financial position as at December 31, 2021 and the results of its operations for the year then ended.

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

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

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

The Town Council carries out its responsibilities for review of the consolidated financial statements principally through its Audit Committee (represented by the Town Council Committee of the Whole). This committee meets regularly with management and external auditors to discuss the results of audit examinations and financial reporting matters.

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

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

(Original Signed)

Chief Administrative Officer

Dated: March 10, 2022

(Original Signed)

Director of Corporate Services

Dated: March 10, 2022

INDEPENDENT AUDITOR'S REPORT

To the Members of Council:

Opinion

We have audited the consolidated financial statements of Town of Barrhead (the Entity), which comprise the consolidated statement of financial position as at December 31, 2021, and the results of its operations, changes in its net financial assets (debt) and cash flows for the years then ended, and notes and schedules to the consolidated financial statements, including a summary of significant accounting policies. In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the Town of Barrhead as at December 31, 2021, the results of its operations, change in its net financial assets (debt) and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

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

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

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian Public Sector Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to cease operations, or has no realistic alternative but to do so. Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditor's Responsibility for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgement and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern.

If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Group to express an opinion on the financial statements.

We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion. We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We also provide those charged with governance with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

Report on Other Legal and Regulatory Requirements

- Debt Limit Regulation: In accordance with Alberta Regulation 255/2000, we confirm that the municipality is in compliance with the Debt Limit Regulation. A detailed account of the Entity's debt limit can be found in Note 9.
- Supplementary Accounting Principles and Standards Regulation: In accordance with Alberta Regulation 313/2000, we confirm that the municipality is in compliance with the Supplementary Accounting Principles and Standards Regulation and note the information required can be found in Note 14.

The engagement partner on the audit resulting in this independent auditor's report is:

Barrhead, Alberta
March 10, 2022

(Original Signed)

Ellerington LLP
Chartered Professional Accountants

TOWN OF BARRHEAD
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
As at December 31, 2021

	2021	2020
	\$	\$
FINANCIAL ASSETS		
Cash and Temporary Investments (Note 2)	9,745,985	7,087,883
Receivables (Note 3)		
Taxes and Grants In Lieu of Taxes	197,471	249,381
Trade and Other Receivables	1,123,455	2,203,476
Land for Resale Inventory	-	-
Investments	-	-
Debt Charges Recoverable	-	-
Other Current/Long Term Assets	75,702	74,147
	<u>11,142,613</u>	<u>9,614,887</u>
LIABILITIES		
Accounts Payable and Accrued Liabilities	186,392	182,806
Deposit Liabilities	38,129	41,150
Deferred Revenue (Note 4)	2,575,463	2,013,510
Employee Benefits Obligation (Note 5)	299,810	268,772
Provision for landfill closure and post-closing costs (Note 6)	334,675	304,250
Long Term Debt (Note 8)	4,208,507	4,362,725
	<u>7,642,976</u>	<u>7,173,213</u>
NET FINANCIAL ASSETS (DEBT)	<u>3,499,637</u>	<u>2,441,674</u>
NON-FINANCIAL ASSETS		
Tangible Capital Assets	65,147,552	64,900,572
Inventory for Consumption	48,394	48,394
Prepaid Expenses	56,717	52,988
	<u>65,252,663</u>	<u>65,001,954</u>
ACCUMULATED SURPLUS (Schedule 1 and Note 11)	<u>68,752,300</u>	<u>67,443,628</u>

Contingencies - See Note 16

TOWN OF BARRHEAD
CONSOLIDATED STATEMENT OF OPERATIONS
For the Year Ended December 31, 2021

REVENUES	Budget (Unaudited)	2021 \$	2020 \$
Net Municipal Taxes (Schedule 3)	5,106,378	5,056,417	5,222,630
Sales, User Charges, Franchise & Rentals	4,972,550	5,164,983	5,036,625
Government Transfers for Operating (Schedule 4)	2,258,940	2,159,222	2,027,354
Investment Income	74,640	43,349	60,878
Penalties and Costs on Taxes	30,000	27,609	28,816
Development Levies	5,000	4,350	2,670
Licenses, Permits and Fines	72,400	61,024	65,097
Contributed Assets	-	-	-
Other Revenues	248,490	202,351	585,939
TOTAL REVENUE	<u>12,768,398</u>	<u>12,719,305</u>	<u>13,030,009</u>
EXPENDITURES			
Council and Other Legislative	225,450	181,943	167,737
General Administration	1,112,900	1,066,660	985,879
RCMP	273,410	131,178	80,667
Fire	1,396,630	1,181,293	1,208,635
Disaster and Emergency Measures	1,900	-	1,367
Bylaw Enforcement	152,080	130,846	125,800
Safety	23,750	6,654	120
Common Services	678,250	385,186	372,949
Roads, Streets, Walks, Lighting	1,521,630	1,188,025	1,185,686
Airport	22,520	15,288	15,682
Storm Sewers and Drainage	49,940	15,649	16,057
Water Supply and Distribution	2,616,040	2,319,648	2,107,803
Wastewater Treatment and Disposal	477,070	290,486	263,455
Waste Management	800,360	724,308	651,980
Family and Community Support	437,420	446,467	467,423
Cemeteries	38,190	26,962	16,141
Other Public Health and Welfare	35,730	6,470	34,360
Land Use, Planning, Zoning and Development	129,150	99,048	101,444
Economic Development	154,720	123,266	113,793
Subdivision Land and Development	1,000	45,057	12,745
Parks and Recreation	3,115,050	2,122,811	2,260,860
Culture: Libraries, Museums, Halls	246,310	173,124	147,758
Amortization Expenditures	1,897,100	1,939,963	1,858,794
Loss (Gain) On Disposal of Capital Assets	-	113,224	48,762
Other Expenditures	-	-	-
TOTAL EXPENSES	<u>15,406,600</u>	<u>12,733,556</u>	<u>12,245,897</u>
EXCESS (SHORTFALL) OF REVENUE OVER EXPENSES - BEFORE OTHER	<u>(2,638,202)</u>	<u>(14,251)</u>	<u>784,112</u>
OTHER			
Government Transfers for Capital (Schedule 4)	3,647,960	1,322,923	1,110,193
Unrestricted Fund Transfers	-	-	-
	<u>3,647,960</u>	<u>1,322,923</u>	<u>1,110,193</u>
EXCESS (SHORTFALL) OF REVENUE OVER EXPENSES	<u>1,009,758</u>	<u>1,308,672</u>	<u>1,894,305</u>
ACCUMULATED SURPLUS, BEGINNING OF YEAR	<u>67,443,628</u>	<u>67,443,628</u>	<u>65,549,323</u>
ACCUMULATED SURPLUS, END OF YEAR	<u><u>68,453,386</u></u>	<u><u>68,752,300</u></u>	<u><u>67,443,628</u></u>

TOWN OF BARRHEAD
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS (DEBT)
For the Year Ended December 31, 2021

	Budget (Unaudited)	2021 \$	2020 \$
EXCESS (SHORTFALL) OF REVENUES OVER EXPENSES	<u>1,009,758</u>	<u>1,308,672</u>	<u>1,894,305</u>
Acquisition of Tangible Capital Assets	(5,833,620)	(2,334,667)	(2,504,462)
Proceeds on Disposal of Tangible Capital Assets	-	34,501	29,400
Amortization of Tangible Capital Assets	1,897,100	1,939,963	1,858,794
(Gain) Loss on Sale of Tangible Capital Assets	<u>-</u>	<u>113,224</u>	<u>48,762</u>
	<u>(3,936,520)</u>	<u>(246,979)</u>	<u>(567,506)</u>
Acquisition of Prepaid Assets	-	(3,729)	(16,301)
Use of Prepaid Assets	<u>-</u>	<u>-</u>	<u>-</u>
	<u>-</u>	<u>(3,729)</u>	<u>(16,301)</u>
(INCREASE) DECREASE IN NET DEBT	<u>(2,926,762)</u>	<u>1,057,964</u>	<u>1,310,498</u>
NET FINANCIAL ASSETS (DEBT), BEGINNING OF YEAR	<u>2,441,674</u>	<u>2,441,674</u>	<u>1,131,176</u>
NET FINANCIAL ASSETS (DEBT), END OF YEAR	<u>(485,088)</u>	<u>3,499,638</u>	<u>2,441,674</u>

TOWN OF BARRHEAD
CONSOLIDATED STATEMENT OF CASH FLOWS
For the Year Ended December 31, 2021

**NET INFLOW (OUTFLOW) OF CASH RELATED TO THE
FOLLOWING ACTIVITIES:**

	2021	2020
	\$	\$
OPERATING		
Excess (shortfall) of revenues over expenses	1,308,672	1,894,305
Non-cash items included in excess (shortfall) of revenues over expenses:		
Amortization of tangible capital assets	1,939,963	1,858,794
Loss (Gain) on disposal of tangible capital assets	113,224	48,762
Non-cash charges to operations (net change)		
Decrease (increase) in taxes and grants-in-lieu receivable	51,910	(13,793)
Decrease (increase) in trade and other receivables	1,080,020	(1,272,188)
Decrease (increase) in prepaid expenses	(3,729)	(16,301)
Decrease (increase) in current/long term assets	(1,555)	2,700
Increase (decrease) in accounts payable and accrued liabilities	34,624	130,544
Increase (decrease) in deposit liabilities	(3,021)	(4,030)
Increase (decrease) in deferred revenue	561,953	938,515
Increase (decrease) in provision for landfill closure/post-closure	30,425	30,425
Cash provided by operating transactions	<u>5,112,486</u>	<u>3,597,733</u>
CAPITAL		
Acquisition of tangible capital assets	(2,334,667)	(2,504,462)
Sale of tangible capital assets	<u>34,501</u>	<u>29,400</u>
Cash applied to capital transactions	<u>(2,300,166)</u>	<u>(2,475,062)</u>
INVESTING		
Decrease (increase) in restricted cash or equivalents	<u>(555,083)</u>	<u>(942,252)</u>
Cash provided by (applied to) investing transactions	<u>(555,083)</u>	<u>(942,252)</u>
FINANCING		
Debt charges recovered	-	-
Long-term debt issued	-	-
Long-term debt repaid	<u>(154,218)</u>	<u>(149,469)</u>
Cash provided by (applied to) financing transactions	<u>(154,218)</u>	<u>(149,469)</u>
CHANGE IN CASH AND EQUIVALENTS DURING YEAR	2,103,019	30,950
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>5,105,095</u>	<u>5,074,145</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u>7,208,114</u>	<u>5,105,095</u>
Cash and cash equivalents is made up of:		
Cash and temporary investments (Note 2)	9,745,985	7,087,883
Less: restricted portion of cash and temporary investments (Note 2)	<u>(2,537,871)</u>	<u>(1,982,788)</u>
	7,208,114	5,105,095

TOWN OF BARRHEAD
SCHEDULE OF CHANGES IN ACCUMULATED SURPLUS
For the Year Ended December 31, 2021
Schedule 1

	Unrestricted Surplus	Restricted Surplus	Equity in Tangible Capital Assets	2021 \$	2020 \$ \$
BALANCE, BEGINNING OF YEAR	326,017	6,579,764	60,537,847	67,443,628	65,549,323
				-	-
Excess (deficiency) of revenues over expenses	1,308,672	-	-	1,308,672	1,894,305
Unrestricted funds designated for future use	(1,960,903)	1,960,903	-	-	-
Restricted funds used for operations	101,605	(101,605)	-	-	-
Restricted funds used for tangible capital assets	-	(953,016)	953,016	-	-
Current year funds used for tangible capital assets	(1,381,652)	-	1,381,652	-	-
Contributed tangible capital assets	-	-	-	-	-
Disposal of tangible capital assets	147,725	-	(147,725)	-	-
Annual amortization expense	1,939,963	-	(1,939,963)	-	-
Long term debt issued	-	-	-	-	-
Long term debt repaid	(154,218)	-	154,218	-	-
Capital debt used for TCA	-	-	-	-	-
Unrestricted fund transfers	-	-	-	-	-
Change in Accumulated Surplus	<u>1,192</u>	<u>906,282</u>	<u>401,198</u>	<u>1,308,672</u>	<u>1,894,305</u>
BALANCE, END OF YEAR	<u>327,209</u>	<u>7,486,046</u>	<u>60,939,045</u>	<u>68,752,300</u>	<u>67,443,628</u>

**TOWN OF BARRHEAD
SCHEDULE OF TANGIBLE CAPITAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2021**

Schedule 2

	Land	Land Improvements	Buildings	Engineered Structures	Machinery and Equipment	Vehicles	2021 \$	2020 \$
COST:								
BALANCE, BEGINNING OF YEAR	1,496,250	1,823,401	27,474,509	76,942,195	7,983,548	3,394,625	119,114,529	116,774,497
Acquisition of tangible capital assets	-	8,032	95,459	1,028,661	276,070	616,770	2,024,992	1,493,846
Construction-in-progress	-	-	-	-	309,675	-	309,675	1,010,616
Disposal of tangible capital assets	(106,400)	-	-	-	(15,425)	(148,236)	(270,061)	(164,430)
Write down of tangible capital assets	-	-	-	-	-	-	-	-
BALANCE, END OF YEAR	<u>1,389,850</u>	<u>1,831,433</u>	<u>27,569,968</u>	<u>77,970,856</u>	<u>8,553,868</u>	<u>3,863,159</u>	<u>121,179,135</u>	<u>119,114,529</u>
ACCUMULATED AMORTIZATION:								
BALANCE, BEGINNING OF YEAR	-	1,111,508	5,377,847	43,213,802	3,050,102	1,460,698	54,213,957	52,441,431
Annual amortization	-	62,100	557,301	680,306	438,695	197,663	1,936,065	1,854,684
Accumulated amortization on disposals	-	-	-	-	(6,234)	(112,205)	(118,439)	(82,158)
BALANCE, END OF YEAR	<u>-</u>	<u>1,173,608</u>	<u>5,935,148</u>	<u>43,894,108</u>	<u>3,482,563</u>	<u>1,546,156</u>	<u>56,031,583</u>	<u>54,213,957</u>
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	<u>1,389,850</u>	<u>657,825</u>	<u>21,634,820</u>	<u>34,076,748</u>	<u>5,071,305</u>	<u>2,317,003</u>	<u>65,147,552</u>	<u>64,900,572</u>
 2021 NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	<u>1,496,250</u>	<u>711,893</u>	<u>22,096,662</u>	<u>33,728,393</u>	<u>4,933,446</u>	<u>1,933,927</u>	<u>64,900,572</u>	

TOWN OF BARRHEAD
SCHEDULE OF PROPERTY AND OTHER TAXES
For the Year Ended December 31, 2021

Schedule 3

TAXATION	Budget (Unaudited)	2021 \$	2020 \$
Real Property Taxes	6,362,160	6,353,813	6,580,111
Linear Property Taxes	127,600	127,600	126,267
Government Grants In Lieu of Property Taxes	90,620	48,486	58,817
Special Assessment and Local Improvement Taxes	-	-	-
TOTAL TAXATION	<u>6,580,380</u>	<u>6,529,899</u>	<u>6,765,195</u>
REQUISITIONS			
Alberta School Foundation	1,451,773	1,451,773	1,479,691
Barrhead & District Social Housing	20,891	20,891	60,477
Designated Industrial Properties	520	-	-
Requisitions - Previous Year Underlevy	<u>818</u>	<u>818</u>	<u>2,397</u>
TOTAL REQUISITIONS	<u>1,474,002</u>	<u>1,473,482</u>	<u>1,542,565</u>
NET MUNICIPAL TAXES	<u>5,106,378</u>	<u>5,056,417</u>	<u>5,222,630</u>

TOWN OF BARRHEAD
SCHEDULE OF GOVERNMENT TRANSFERS
For the Year Ended December 31, 2021

Schedule 4

	Budget (Unaudited)	2021 \$	2020 \$
TRANSFERS FOR OPERATING:			
Provincial Government	912,910	813,894	707,957
Federal Government	-	21,057	10,800
Other Local Government	<u>1,346,030</u>	<u>1,324,271</u>	<u>1,308,597</u>
	<u>2,258,940</u>	<u>2,159,222</u>	<u>2,027,354</u>
TRANSFERS FOR CAPITAL:			
Provincial Government	2,008,130	957,699	747,165
Federal Government	1,332,510	89,362	272,925
Other Local Government	<u>307,320</u>	<u>275,862</u>	<u>90,103</u>
	<u>3,647,960</u>	<u>1,322,923</u>	<u>1,110,193</u>
TOTAL GOVERNMENT TRANSFERS	<u><u>5,906,900</u></u>	<u><u>3,482,145</u></u>	<u><u>3,137,547</u></u>

TOWN OF BARRHEAD
SCHEDULE OF CONSOLIDATED EXPENSES BY OBJECT
For the Year Ended December 31, 2021

Schedule 5

CONSOLIDATED EXPENSES BY OBJECT	Budget (Unaudited)	2021 \$	2020 \$
Salaries, Wages and Benefits	4,890,040	4,570,706	4,685,861
Contracted and General Services	3,408,920	3,128,155	2,792,615
Purchases from Other Governments	214,010	90,823	41,372
Materials, Goods, Supplies and Utilities	1,958,520	1,828,587	1,718,916
Provision for Allowances	4,500	1,749	1,481
Transfers to Other Governments	372,730	305,442	343,102
Transfers to Local Boards and Agencies	548,030	557,076	577,712
Transfers to Individuals and Organizations	43,770	16,093	1,320
Bank Charges and Short Term Interest	5,100	5,138	4,438
Interest on Long Term Debt	136,350	136,350	141,100
Other Expenditures	30,425	40,250	30,425
Amortization of Tangible Capital Assets	1,897,100	1,939,963	1,858,794
Loss on Disposal of Tangible Capital Assets	-	113,224	48,761
TOTAL EXPENDITURES	13,509,495	12,733,556	12,245,897

TOWN OF BARRHEAD
SCHEDULE OF SEGMENTED DISCLOSURE
For the Year Ended December 31, 2021

Schedule 6

REVENUE	General Government	Protective Services	Transportation Services	Planning & Development	Recreation & Culture	Environmental Services	Other	2021 \$
Net Municipal Taxes	5,056,417							5,056,417
Sales, User Charges, Franchise & Rentals	826,074	100,279	20,957	239,105	329,818	3,642,350	6,400	5,164,983
Government Transfers	71,813	1,380,030	723,762		661,537	259,537	385,466	3,482,145
Investment Income			10,867		8,500	20,000	3,982	43,349
Penalties and Costs on Taxes	27,609							27,609
Development Levies				4,350				4,350
Licenses, Permits and Fines	37,350	21,124		2,550				61,024
Other Revenues	35,921	580	10,173	-	24,703	130,974	-	202,351
	<u>6,055,184</u>	<u>1,502,013</u>	<u>765,759</u>	<u>246,005</u>	<u>1,024,558</u>	<u>4,052,861</u>	<u>395,848</u>	<u>14,042,228</u>
EXPENSES								
Salaries, Wages and Benefits	930,521	663,083	790,881	173,976	1,106,907	897,794	7,544	4,570,706
Contracted and General Services	233,004	282,772	302,238	34,821	421,823	1,834,079	19,418	3,128,155
Purchases from Other Governments	118	90,705						90,823
Materials, Goods, Supplies and Utilities	81,026	128,725	495,742	48,750	502,615	571,729		1,828,587
Transfers to Other Governments		290,155	15,287					305,442
Transfers to Local Boards and Agencies					110,610		446,466	557,076
Transfers to Individuals and Organizations		1,000			15,093			16,093
Interest on Long Term Debt					136,350			136,350
Other Expenditures	3,934	6,147	-	116,225	3,215	30,840	-	160,361
	<u>1,248,603</u>	<u>1,462,587</u>	<u>1,604,148</u>	<u>373,772</u>	<u>2,296,613</u>	<u>3,334,442</u>	<u>473,428</u>	<u>10,793,593</u>
NET REVENUE, BEFORE AMORTIZATION	4,806,581	39,426	(838,389)	(127,767)	(1,272,055)	718,419	(77,580)	3,248,635
Amortization Expense	<u>(62,844)</u>	<u>(177,245)</u>	<u>(487,379)</u>	<u>(380)</u>	<u>(620,889)</u>	<u>(591,226)</u>	<u>-</u>	<u>(1,939,963)</u>
NET REVENUE	<u>4,743,737</u>	<u>(137,819)</u>	<u>(1,325,768)</u>	<u>(128,147)</u>	<u>(1,892,944)</u>	<u>127,193</u>	<u>(77,580)</u>	<u>1,308,672</u>

**Town of Barrhead
Notes to Financial Statements
For the Year Ended December 31, 2021**

1. SIGNIFICANT ACCOUNTING POLICIES

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

a) Reporting entity

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

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

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

b) Basis of Accounting

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

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

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

c) Use of Estimates

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

Town of Barrhead
Notes to Financial Statements
For the Year Ended December 31, 2021

d) Investments

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

e) Debt Charges Recoverable

Debt charges recoverable consist of amounts that are recoverable from municipal agencies or other local governments with respect to outstanding debentures or other long-term debt pursuant to annexation orders or joint capital undertakings. These recoveries are recorded at a value that equals the offsetting portion of the un-matured long-term debt, less actuarial requirements for the retirement of any sinking fund debentures.

f) Requisition Over-levy and Under-levy

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

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

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

g) Inventories for Resale

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

h) Tax Revenue

Tax revenues are recognized when the tax has been authorized by bylaw and the taxable event has occurred.

Requisitions operate as flow through and are excluded from municipal revenue.

i) Landfill Closure and Post-Closure Liability

Pursuant to the Alberta Environmental Protection and Enhancement Act, the Town is required to fund the closure of its landfill site and provide for post-closure care of the facility. Closure and post-closure activities include the final clay cover, landscaping, as well as surface and ground water monitoring, leachate control, and visual inspection. The requirement is being provided for over the estimated remaining life of the landfill site based on usage.

Town of Barrhead
Notes to Financial Statements
For the Year Ended December 31, 2021

j) Contaminated Sites Liability

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when a site is not in productive use and is management's estimate of the cost of post-remediation including operation, maintenance and monitoring.

k) Government Transfers

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

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

l) Non-Financial Assets

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

i. Tangible Capital Assets

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

	<u>Years</u>
Land Improvements	15 - 20
Buildings	25 - 50
Engineered structures	
Water System	35 - 65
Storm Sewer System	35 - 65
Wastewater System	15 - 40
Other Engineered Structures	15 - 40
Machinery and equipment	5 - 20
Vehicles	3 - 20

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

Town of Barrhead
Notes to Financial Statements
For the Year Ended December 31, 2021

ii. Contributions of Tangible Capital Assets

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

iii. Leases

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

iv. Inventories

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

v. Cultural and Historical Tangible Capital Assets

Works of art for display are not recorded as tangible capital assets but are disclosed.

Town of Barrhead
Notes to Financial Statements
For the Year Ended December 31, 2021

2. CASH AND TEMPORARY INVESTMENTS

	2021 \$	2020 \$
Cash	9,783,523.71	7,100,198.28
Temporary Investments	<u>(37,539.39)</u>	<u>(12,315.13)</u>
	<u><u>9,745,984.32</u></u>	<u><u>7,087,883.15</u></u>

Temporary investments are short-term deposits with original maturities of 1 year or less.

Included in temporary investments are restricted amounts received and held for specific **capital** projects:

	2021 \$	2020 \$
<u>FGTF</u> – Water Reservoir	1,263,393.00	1,255,393.00
<u>FGTF</u> – Arena Retrofit	779,357.00	0.00
<u>Municipal Sustainability Grant</u> - Garbage Truck	265,912.60	0.00
<u>Municipal Sustainability Grant</u> – Skateboard Park	99,987.54	0.00
<u>Municipal Sustainability Grant</u> – Fire Truck	0.00	292,825.00
	<u><u>2,408,650.14</u></u>	<u><u>1,548,218.00</u></u>

Included in temporary investments are restricted amounts received and held for specific **operating** projects.

	2021 \$	2020 \$
Alberta Health Services_ - 2019 Public Health Grant	19,730.21	9,730.21
Alberta Community Partnership – BRWC Grant	97,490.73	165,839.75
Yellowhead East Covid Support Grant	12,000.00	0.00
2020 MOST Grant – COVID 19 Loss Offset	<u>0.00</u>	<u>259,000.00</u>
	<u><u>129,220.94</u></u>	<u><u>434,569.96</u></u>

3. RECEIVABLES

	2021 \$	2020 \$
Property Taxes		
Current Taxes and Grants in Place of Taxes	166,413.91	188,748.40
Arrears Taxes	<u>31,057.08</u>	<u>60,632.09</u>
	<u><u>197,470.99</u></u>	<u><u>249,380.49</u></u>
Less Allowance for Doubtful Accounts	<u>(0.00)</u>	<u>(0.00)</u>
	<u><u>197,470.99</u></u>	<u><u>249,380.49</u></u>
Other		
Trade Accounts	1,073,371.71	2,143,312.51
GST	<u>50,082.87</u>	<u>60,163.29</u>
	<u><u>1,123,454.58</u></u>	<u><u>2,203,475.80</u></u>
	<u><u>1,320,925.57</u></u>	<u><u>2,452,856.29</u></u>

Town of Barrhead
Notes to Financial Statements
For the Year Ended December 31, 2021

4. DEFERRED REVENUE

	2021 \$	2020 \$
Agrena – Future Advertising Sign Rental	2,800.20	5,006.03
Prepaid Taxes	34,791.28	25,716.27
Public Health – AHS Community Grant- Operating	19,730.21	9,730.21
2020 MOST Grant - Operating	0.00	259,000.00
Yellowhead East Covide Support Grant	12,000.00	0.00
2020 ACP Grant – BRWC - Operating	97,490.73	165,839.75
Municipal Sustainability Initiative (Garbage Truck)- Capital	265,912.60	0.00
Municipal Sustainability Initiative (Skateboard Park) - Capital	99,987.54	0.00
Federal Gas Tax Fund Grant (Arena Retrofit)- Capital	779,357.00	0.00
Federal Gas Tax Fund Grant (General)- Capital		
Federal Gas Tax Fund Grant (Water)- Capital	1,263,393.00	1,255,393.00
Municipal Sustainability Initiative – Fire Truck - Capital	<u>0.00</u>	<u>292,825.00</u>
	<u>2,575,462.56</u>	<u>2,013,510.26</u>

Businesses may enter into a 3 year contract for advertising signs that are placed in the Agrena.

Prepaid taxes are recorded as credit balances on the tax roll.

Operating and Capital Grants provide funding for specific projects for future years.

5. EMPLOYEE BENEFITS OBLIGATIONS

	2021 \$	2020 \$
Vacation and overtime accrued	299,809.94	268,772.12

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

6. LANDFILL CLOSURE AND POST-CLOSURE LIABILITY

Alberta Environment law requires closure and post-closure care of landfill sites, which includes final covering and landscaping, pumping of ground water and leachates from the site, and ongoing environmental monitoring, site inspections and maintenance.

The estimated total liability is based on the sum of discounted future cash flows for closure and post-closure activities for 40 years after closure using a discount rate of 4% and assuming annual inflation of 2%.

Town of Barrhead
Notes to Financial Statements
For the Year Ended December 31, 2021

The accrued liability portion is based on the cumulative capacity used at year end compared to the estimated total landfill capacity. The total air space capacity of the site is estimated at 235,300 cubic meters. The estimated remaining air space capacity of the landfill site is 224,000 cubic meters. The existing landfill site is expected to reach capacity in approximately the year 2030.

The Town has not designed assets for settling closure and post-closure liabilities. The Barrhead Regional Landfill is jointly owned by the Town of Barrhead and the County of Barrhead No. 11 with each municipality being responsible for 50% of the estimated total liability.

	2021 \$	2020 \$
Estimated Closure Costs	620,520.00	620,520.00
Estimated Post-Closure Costs	<u>863,500.00</u>	<u>863,500.00</u>
Estimated Total Liability	<u>1,484,020.00</u>	<u>1,484,020.00</u>
Estimated Capacity Remaining	<u>55%</u>	<u>59%</u>
Portion of Total Liability Remaining to be Recognized	<u>814,670.00</u>	<u>875,520.00</u>
Estimated Capacity Used	<u>45%</u>	<u>41%</u>
Total Accrued Liability Portion	<u>669,350.00</u>	<u>608,500.00</u>
Town of Barrhead 50% Accrued Liability Portion	<u>\$ 334,675.00</u>	<u>\$ 304,250.00</u>

7. CONTAMINATED SITES LIABILITY

On January 1, 2015, the Town adopted PS 3260 Liability for Contaminated Sites. The standard was applied on a retroactive basis and did not result in any adjustments to the financial liabilities, tangible capital assets or accumulated surplus of the Town.

8. LONG-TERM DEBT

	2021 \$	2020 \$
Tax supported debentures	4,208,506.85	4,362,725.25
Bank loans	<u>0.00</u>	<u>0.00</u>
	<u>4,208,506.85</u>	<u>4,362,725.25</u>

The current portion of the long-term debt amounts to \$ 154,218.40 (2020 - \$149,468.51).

Interest on long-term debt amounted to \$ 136,350.60 (2020 - \$ 141,100.49).

Principal and interest repayments are as follows:

	Principal \$	Interest \$	Total \$
2022	159,119.23	131,449.77	290,569.00
2023	164,175.80	126,393.20	290,569.00
2024	169,393.07	121,175.93	290,569.00
2025	174,776.14	115,792.86	290,569.00
2026	180,330.26	110,238.74	290,569.00
2027-2041	<u>3,360,712.35</u>	<u>852,538.15</u>	<u>4,213,250.50</u>
	4,208,506.85	1,457,588.65	5,666,095.50

Town of Barrhead
Notes to Financial Statements
For the Year Ended December 31, 2021

9. DEBT LIMITS AND DEBT SERVICING LIMIT

Section 276(2) of the MGA requires that debt and debt limits as defined by Alberta Regulation 255/00 for the Town of Barrhead are to be disclosed as follows:

	2021 \$	2020 \$
Total Debt Limit	19,058,958.00	19,545,014.00
Total Debt	<u>4,208,507.00</u>	<u>4,362,725.00</u>
Amount of Debt Limit Unused	14,870,451.00	15,182,289.00
 Debt Servicing Limit	 3,179,826.00	 3,257,502.00
Debt Servicing	<u>290,569.00</u>	<u>290,569.00</u>
Amount of Debt Servicing Limit Unused	2,889,257.00	2,966,933.00

10. EQUITY IN TANGIBLE CAPITAL ASSETS

	2021 \$	2020 \$
Tangible Capital Assets (Schedule 2)	121,179,134.88	119,114,528.76
Accumulated Amortization (Schedule 2)	(56,031,582.64)	(54,213,955.80)
Long-term Debt (Note 8)	<u>(4,208,506.85)</u>	<u>(4,362,725.25)</u>
	<u>60,939,045.39</u>	<u>60,537,847.71</u>

11. ACCUMULATED SURPLUS

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets.

	2021 \$	2020 \$
Unrestricted Surplus (Deficit)	327,209	326,017
Restricted Surplus		
Tax Rate Stabilization	848,327	851,396
Roads	693,797	708,064
Water	1,932,782	1,916,999
Sewer	1,235,038	1,131,767
Garbage, Landfill, Recycling	325,477	254,470
Building Replacement & Renovations	709,846	738,511
Land Improvements	1,069,252	575,154
General Equipment Replacement	<u>671,527</u>	<u>403,403</u>
	7,486,046	6,579,764
 Equity in Tangible Capital Assets	 60,939,045	 60,537,847
 TOTAL ACCUMULATED SURPLUS	 68,752,300	 67,443,628

Town of Barrhead
Notes to Financial Statements
For the Year Ended December 31, 2021

12. SEGMENTED DISCLOSURE

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

Refer to the Schedule of Segmented Disclosure (Schedule 6).

13. TRUST FUNDS

	2021 \$	2020 \$
Columbarium Trust – Perpetual Care	27,714.13	12,215.13
Tax Sale Trust	<u>9,825.26</u>	<u>0.00</u>
	<u>37,539.39</u>	<u>12,215.13</u>

The Town of Barrhead has an agreement with Rose Garden Chapels Ltd. to hold, in trust monies paid for perpetual care for the columbarium. Once all blocks have been sold the Town will assume responsibility of the columbarium.

The Town of Barrhead held one tax sale in 2021. The surplus funds from this sale have been put into a tax sale reserve where they will be held until 2031.

14. SALARY AND BENEFITS DISCLOSURE

	2021 Salary	2021 Benefits & Allowance	2021 \$	2020 \$
<u>Mayor</u>				
McKenzie, David	34,653	2,848	37,501	37,195
<u>Councillors</u>				
Assaf, Ty	21,693	3,680	25,373	21,721
Kluin, Dausen	21,272	2,277	23,549	21,721
Klumph, Rod	20,699	2,028	22,727	22,309
Oswald, Anthony	4,372	1,157	5,529	0
Oswald, Shelley	16,222	850	17,072	21,128
Penny, Leslie	16,077	125	16,202	20,254
Sawatzky, Dave	4,372	2,307	6,679	0
Smith, Don	21,265	3,410	24,675	21,128
<u>Appointed Officers</u>				
Chief Administrative Officer (1)	185,904	22,278	208,182	216,834
Designated Officers (4)	300,963	41,490	342,453	318,330

Salary includes regular base pay, lump sum payments and any other direct cash remuneration.

**Town of Barrhead
Notes to Financial Statements
For the Year Ended December 31, 2021**

Benefits and Allowances include amounts paid for the Employer's share of all employee benefits and amounts paid for travel and subsistence while conducting Town Business.

15. LOCAL AUTHORITIES PENSION PLAN

Employees of the Town of Barrhead participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the Public Sector Pension Plans Act. The LAPP is financed by employer and employee contributions and by investment earnings of the LAPP Fund. Contributions for current service are recorded as expenditures in the year in which they become due.

	2021 \$	2020 \$
Current Service Contributions By Employer	259,325.88	272,447.29
Current Service Contributions By Employee	<u>233,813.05</u>	<u>246,155.82</u>
	<u>493,138.93</u>	<u>518,603.11</u>

The Town of Barrhead is required to make current service contributions to the Plan of 9.39% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 13.84% on pensionable earnings above this amount. Employees of the Town are required to make current service contributions of 8.39% of pensionable salary up to the year's maximum pensionable salary and 12.84% on pensionable salary above this amount.

16. CONTINGENCIES

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

17. FINANCIAL INSTRUMENTS

The Town's financial instruments consist of cash and temporary investments, accounts receivable, investments, debt charges recoverable, bank indebtedness, accounts payable and accrued liabilities, deposit liabilities, requisition over-levy, and long term debt. It is management's opinion that the Town is not exposed to significant interest or currency risks arising from these financial instruments.

Town of Barrhead
Notes to Financial Statements
For the Year Ended December 31, 2021

The Town is subject to credit risk with respect to taxes and grants in place of taxes receivables and trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the Town provides services may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk.

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

18. APPROVAL OF FINANCIAL STATEMENTS

Council and Management have approved these financial statements.

MUNICIPAL FINANCIAL INFORMATION RETURN

For the Year Ending December 31, 2021

Municipality Name: Town of Barrhead

CERTIFICATION

The information contained in this Financial Information Return is presented fairly to the best of my knowledge.

Jennifer Mantay

Print Name

March 10, 2022

Date

AUDITOR'S REPORT FINANCIAL INFORMATION RETURN

To the Members of Council of the Town of Barrhead

Opinion

We have audited the municipal financial information return of the Municipality of the Town of Barrhead which comprise the statement of financial position for the year ended December 31, 2021, and the consolidated statements of comprehensive income, changes in equity and cash flows for the year ended.

In our opinion, the accompanying financial information return statements present fairly, in all material respects, the financial position of the Town of Barrhead as at December 31, 2021, the results of its operations, change in its net financial assets (debt) and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

It is understood that this report, as requested by the Minister of Alberta Municipal Affairs, is to be used primarily for statistical purposes. We have issued an audit report dated March 10, 2022 on the financial statements of the Town of Barrhead for the year ended December 31, 2021 and reference should be made to those audited financial statements for complete information.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report.

We are independent of the Town of Barrhead in accordance with the ethical requirements that are relevant to our audit of the financial information return in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter – Basis of Accounting

The financial information return is prepared to assist the Town of Barrhead to meet the requirements of the *Municipal Government Act* (Section 277(1)). As a result, the financial statements may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Responsibilities of Management and Those charged with Governance for the Financial Information Return

Management is responsible for the preparation and fair presentation of the financial information return in accordance with Canadian Public Sector Accounting Standards and for such internal control as management determines is necessary to enable the preparation of financial information return that are free from material misstatement, whether due to fraud or error.

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

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

Auditor's Responsibility for the Financial Information Return

Our objectives are to obtain reasonable assurance about whether the financial information return as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial information return.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial information return, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town of Barrhead's internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Evaluate the overall presentation, structure and content of the financial information return, and whether the financial information return represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Group to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

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

We also provide those charged with governance with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

The engagement partner on the audit resulting in this independent auditor's report is:

Barrhead, Alberta
March 10, 2022

(Original Signed)

Ellerington LLP
Chartered Professional Accountants

FINANCIAL POSITION

Schedule 9A

		Total 1
Assets	0010	
Cash and Temporary Investments	0020	9,745,985
Taxes and Grants in Place of Taxes Receivable.....	0030	
. Current	0040	166,414
. Arrears	0050	31,057
. Allowance	0060	
Receivable From Other Governments	0070	634,605
Loans Receivable	0080	
Trade and Other Receivables	0090	488,850
Debt Charges Recoverable.....	0095	
Inventories Held for Resale	0130	
. Land	0140	
. Other	0150	
Long Term Investments	0170	
. Federal Government	0180	
. Provincial Government	0190	
. Local Governments	0200	
. Other	0210	
Other Current Assets	0230	2,372
Other Long Term Assets	0240	73,330
	0250	
Total Financial Assets	0260	11,142,613
	0270	
Liabilities	0280	
Temporary Loans Payable	0290	2,150
Payable To Other Governments	0300	484,052
Accounts Payable & Accrued Liabilities	0310	38,129
Deposit Liabilities	0340	2,575,463
Deferred Revenue	0350	4,208,507
Long Term Debt	0360	
Other Current Liabilities	0365	
Asset Retirement Obligations.....	0370	334,675
Other Long Term Liabilities		
	0380	
Total Liabilities	0390	7,642,976
	0395	
Net Financial Assets (Net Debt)		3,499,637
Non Financial Assets		
Tangible Capital Assets.....	0400	65,147,552
Inventory for Consumption.....	0410	48,394
Prepaid Expenses	0420	56,717
Other.....	0430	
	0440	
Total Non-Financial Assets		65,252,663
	0450	
Accumulated Surplus		68,752,300

CHANGE IN OPERATING ACCUMULATED SURPLUS

Schedule 9B

		Unrestricted	Restricted	Equity in TCA	Total
		1	2	3	4
Accumulated Operating Surplus - Beginning of Year	0500	326,017	6,579,764	60,537,847	67,443,628
Net Revenue (Expense)	0505	1,308,672			1,308,672
Funds Designated For Future Use.....	0511	-1,960,903	1,960,903		
Restricted Funds - Used for Operations.....	0512	101,605	-101,605		
Restricted Funds - Used for TCA.....	0513		-953,016	953,016	
Current Year Funds Used for TCA	0514	-1,381,652		1,381,652	
Donated and Contributed TCA.....	0516				
Disposals of TCA.....	0517	147,725		-147,725	
Annual Amortization Expense.....	0518	1,939,963		-1,939,963	
Long Term Debt - Issued.....	0519				
Long Term Debt - Repaid.....	0521	-154,218		154,218	
Capital Debt - Used for TCA.....	0522				
	0523				
Other Adjustments.....	0524				
Accumulated Operating Surplus - End of Year.....	0525	327,209	7,486,046	60,939,045	68,752,300

FINANCIAL ACTIVITIES BY FUNCTION

Schedule 9C

		Revenue	Expense
		1	2
Total General	0700	5,883,637	
Function	0710		1150
General Government	0720		1160
Council and Other Legislative	0730	2,206	1170 181,943
General Administration	0740	169,342	1180 1,129,503
Other General Government.....	0750		1190
Protective Services	0760		1200
Police	0770	39,471	1210 148,260
Fire	0780	1,435,072	1220 1,336,000
Disaster and Emergency Measures	0790		1230 365
Ambulance and First Aid	0800		1240
Bylaws Enforcement	0810	21,124	1250 142,085
Other Protective Services.....	0820		1260 6,654
Transportation	0830		1270
Common and Equipment Pool	0840	41,998	1280 580,368
Roads, Streets, Walks, Lighting	0850	709,662	1290 1,451,199
Airport	0860		1300 20,265
Public Transit	0870		1310
Storm Sewers and Drainage	0880	14,100	1320 39,695
Other Transportation	0890		1330
Environmental Use and Protection	0900		1340
Water Supply and Distribution	0910	2,593,087	1350 2,535,021
Wastewater Treatment and Disposal	0920	694,884	1360 557,930
Waste Management	0930	764,890	1370 832,717
Other Environmental Use and Protection	0940		1380
Public Health and Welfare	0950		1390
Family and Community Support	0960	385,466	1400 446,467
Day Care	0970		1410
Cemeteries and Crematoriums	0980	6,400	1420 26,962
Other Public Health and Welfare	0990	6,345	1430 6,470
Planning and Development	1000		1440
Land Use Planning, Zoning and Development	1010	4,810	1450 99,048
Economic/Agricultural Development	1020		1460 123,646
Subdivision Land and Development	1030	236,845	1470 151,457
Public Housing Operations	1040		1480
Land, Housing and Building Rentals	1050		1490
Other Planning and Development.....	1060		1500
Recreation and Culture	1070		1510
Recreation Boards	1080		1520
Parks and Recreation	1090	1,021,417	1530 2,740,877
Culture: Libraries, Museums, Halls	1100	3,140	1540 176,624
Convention Centres	1110		1550
Other Recreation and Culture.....	1120		1560
Other Utilities	1125		1565
Gas	1126		1566
Electric	1127		1567
Other	1130	8,332	1570
Total Revenue/Expense	1140	14,042,228	1580 12,733,556
Net Revenue/Expense			1590 1,308,672

FINANCIAL ACTIVITIES BY TYPE / OBJECT

Schedule 9D

		Total 1
Revenues	1700	
Taxation and Grants in Place	1710	
. Property (net municipal, excluding requisitions).....	1720	5,056,417
. Business	1730	
. Business Revitalization Zone	1740	
. Special	1750	
. Well Drilling	1760	
. Local Improvement	1770	
Sales To Other Governments	1790	
Sales and User Charges	1800	4,082,450
Penalties and Costs on Taxes	1810	27,609
Licenses and Permits	1820	41,384
Fines	1830	19,640
Franchise and Concession Contracts	1840	799,611
Returns on Investments (incl. Portfolio Investments)	1850	43,349
Rentals	1860	282,922
Insurance Proceeds	1870	
Net Gain on Sale of Tangible Capital Assets	1880	
Contributed and Donated Assets.....	1885	
Federal Government Unconditional Transfers	1890	
Federal Government Conditional Transfers	1900	110,419
Provincial Government Unconditional Transfers	1910	
Provincial Government Conditional Transfers	1920	1,771,593
Local Government Transfers	1930	1,600,133
Transfers From Local Boards and Agencies	1940	
Developer Agreements	1960	
Offsite Levies	1962	4,350
Other Revenues	1970	202,351
Total Revenue	1980	14,042,228
Expenses	1990	
Salaries, Wages, and Benefits	2000	4,570,706
Contracted and General Services	2010	3,128,155
Purchases from Other Governments	2020	90,823
Materials, Goods, Supplies, and Utilities	2030	1,828,587
Provision For Allowances	2040	1,749
Transfers to Other Governments	2050	305,442
Transfers to Local Boards and Agencies	2060	557,076
Transfers to Individuals and Organizations	2070	16,093
Bank Charges and Short Term Interest	2080	5,138
Interest on Operating Long Term Debt	2090	
Interest on Capital Long Term Debt	2100	136,350
Accretion of Asset Retirement Obligations.....	2105	
Amortization of Tangible Capital Assets	2110	1,939,963
Net Loss on Sale of Tangible Capital Assets.....	2125	113,224
Write Down of Tangible Capital Assets.....	2127	
Other Expenditures	2130	40,250
Total Expenses	2140	12,733,556
Net Revenue (Expense)	2150	1,308,672

REMEASUREMENT GAINS AND LOSSES

Schedule 9Q

Accumulated remeasurement gains (losses) at beginning of the year	2171	
Gains	2172	
Losses	2174	
Amounts reclassified to Statement of Operations	2176	
Net Remeasurement gains (losses) for the year	2178	
Accumulated remeasurement gains (losses) at end of year	2180	

REVENUE AND EXPENSE SUPPLEMENTARY DETAIL

Schedule 9E

		Revenue		Expenses	
		Sales and User Charges	Provincial Capital Transfers	Annual Amortization Expense	Capital Long Term Debt Interest Expense
		1	2	3	4
General Government	2200				
Council and Other Legislative	2210				
General Administration	2220	22,018		62,843	
Other General Government.....	2230				
Protective Services	2240				
Police	2250			17,082	
Fire	2260	60,807	289,112	148,560	
Disaster and Emergency Measures	2270			365	
Ambulance and First Aid	2280				
Bylaws Enforcement	2290			11,239	
Other Protective Services.....	2300				
Transportation	2310				
Common and Equipment Pool	2320	20,957		195,182	
Roads, Streets, Walks, Lighting	2330		633,202	263,174	
Airport	2340			4,977	
Public Transit	2350				
Storm Sewers and Drainage	2360		14,100	24,046	
Other Transportation	2370				
Environmental Use and Protection	2380				
Water Supply and Distribution	2390	2,419,754		215,373	
Wastewater Treatment and Disposal	2400	578,830		267,444	
Waste Management	2410	552,139		108,409	
Other Environmental Use and Protection	2420				
Public Health and Welfare	2430				
Family and Community Support	2440				
Day Care	2450				
Cemeteries and Crematoriums	2460	6,400			
Other Public Health and Welfare	2470				
Planning and Development	2480				
Land Use Planning, Zoning and Development	2490	2,260			
Economic/Agricultural Development	2500			380	
Subdivision Land and Development	2510	236,845			
Public Housing Operations	2520				
Land, Housing and Building Rentals	2530				
Other Planning and Development.....	2540				
Recreation and Culture	2550				
Recreation Boards	2560				
Parks and Recreation	2570	182,440	21,285	617,389	136,350
Culture: Libraries, Museums, Halls	2580			3,500	
Convention Centres	2590				
Other Recreation and Culture.....	2600				
Other Utilities	2605				
Gas	2606				
Electric	2607				
Other	2610				
Total	2620	4,082,450.00	957,699.00	1,939,963.00	136,350.00

TANGIBLE CAPITAL ASSETS SUPPLEMENTARY DETAIL

Schedule 9F

		Tangible Capital Assets		Capital Long Term Debt	
		Purchased	Donated or Contributed	Principal Additions	Principal Reductions
		1	2	3	4
General Government	2700				
Council and Other Legislative	2710				
General Administration	2720	49,433			
Other General Government.....	2730				
Protective Services	2740				
Police	2750				
Fire	2760	578,225			
Disaster and Emergency Measures	2770				
Ambulance and First Aid	2780				
Bylaws Enforcement	2790				
Other Protective Services.....	2800				
Transportation	2810				
Common and Equipment Pool	2820	82,469			
Roads, Streets, Walks, Lighting	2830	761,040			
Airport	2840				
Public Transit	2850				
Storm Sewers and Drainage	2860	14,100			
Other Transportation	2870				
Environmental Use and Protection	2880				
Water Supply and Distribution	2890	262,006			
Wastewater Treatment and Disposal	2900	281,128			
Waste Management	2910				
Other Environmental Use and Protection	2920				
Public Health and Welfare	2930				
Family and Community Support	2940				
Day Care	2950				
Cemeteries and Crematoriums	2960				
Other Public Health and Welfare	2970				
Planning and Development	2980				
Land Use Planning, Zoning and Development	2990				
Economic/Agricultural Development	3000	7,605			
Subdivision Land and Development	3010				
Public Housing Operations	3020				
Land, Housing and Building Rentals	3030				
Other Planning and Development.....	3040				
Recreation and Culture	3050				
Recreation Boards	3060				
Parks and Recreation	3070	298,661			154,218
Culture: Libraries, Museums, Halls	3080				
Convention Centres	3090				
Other Recreation and Culture.....	3100				
Other Utilities	3105				
Gas	3106				
Electric	3107				
Other	3110				
Total	3120	2,334,667.00			154,218.00

CHANGE IN TANGIBLE CAPITAL ASSETS

Schedule 9G

		Balance at Beginning of Year 1	Additions 2	Reductions 3	Balance at End of Year 4
Tangible Capital Assets - Cost					
Engineered Structures	3200				
Roadway Systems.....	3201	43,895,871	821,156		44,717,027
Light Rail Transit Systems.....	3202				
Water Systems.....	3203	12,168,859			12,168,859
Wastewater Systems.....	3204	13,036,962	1,602,941		14,639,903
Storm Systems.....	3205	6,430,969	14,100		6,445,069
Fibre Optics.....	3206				
Electricity Systems.....	3207				
Gas Distribution Systems.....	3208				
Total Engineered Structures	3210	75,532,661	2,438,197		77,970,858
Construction In Progress.....	3219	1,693,001	-1,167,585		525,416
Buildings	3220	27,470,334	99,633		27,569,967
Machinery and Equipment	3230	7,767,807	276,070	15,425	8,028,452
Land	3240	1,496,109		106,400	1,389,709
Land Improvements.....	3245	1,823,542	8,032		1,831,574
Vehicles	3250	3,331,075	680,320	148,236	3,863,159
Total Capital Property Cost	3260	119,114,529.00	2,334,667.00	270,061.00	121,179,135.00
Accumulated Amortization					
Engineered Structures	3270				
Roadway Systems	3271	22,874,554	268,869		23,143,423
Light Rail Transit Systems	3272				
Water Systems	3273	6,571,812	164,297		6,736,109
Wastewater Systems	3274	8,692,354	223,094		8,915,448
Storm Systems	3275	5,075,083	24,046		5,099,129
Fibre Optics	3276				
Electricity Systems	3277				
Gas Distribution Systems	3278				
Engineered Structures	3280	43,213,803	680,306		43,894,109
Buildings	3290	5,377,846	557,301		5,935,147
Machinery and Equipment	3300	3,050,102	439,209	6,748	3,482,563
Land	3310				
Land Improvements.....	3315	1,111,508	62,101		1,173,609
Vehicles	3320	1,460,698	201,045	115,588	1,546,155
Total Accumulated Amortization	3330	54,213,957.00	1,939,962.00	122,336.00	56,031,583.00
Net Book Value of Capital Property	3340	64,900,572			65,147,552
Capital Long Term Debt (Net)	3350	4,362,725			4,208,507
Equity in Tangible Capital Assets	3400	60,537,847.00			60,939,045.00

LONG TERM DEBT SUPPORT

Schedule 9H

		Operating Purposes 1	Capital Purposes 2	Total 3
Long Term Debt Support	3405			
Supported by General Tax Levies	3410		4,208,507	4,208,507
Supported by Special Levies	3420			
Supported by Utility Rates	3430			
Other	3440			
Total Long Term Debt Principal Balance	3450		4,208,507.00	4,208,507.00

LONG TERM DEBT SOURCES

Schedule 9I

		Operating Purposes 1	Capital Purposes 2	Total 3
Alberta Capital Finance Authority	3500		4,208,507	4,208,507
Canada Mortgage and Housing Corporation	3520			
Mortgage Borrowing	3600			
Other	3610			
Total Long Term Debt Principal Balance	3620		4,208,507.00	4,208,507.00

FUTURE LONG TERM DEBT REPAYMENTS

Schedule 9J

		Operating Purposes 1	Capital Purposes 2	Total 3
Principal Repayments by Year	3700			
Current + 1	3710		159,119	159,119
Current + 2	3720		164,176	164,176
Current + 3	3730		169,393	169,393
Current + 4	3740		174,776	174,776
Current + 5	3750		180,330	180,330
Thereafter	3760		3,360,713	3,360,713
Total Principal	3770		4,208,507.00	4,208,507.00
Interest by Year	3780			
Current + 1	3790		131,450	131,450
Current + 2	3800		126,393	126,393
Current + 3	3810		121,176	121,176
Current + 4	3820		115,793	115,793
Current + 5	3830		110,239	110,239
Thereafter	3840		852,538	852,538
Total Interest	3850		1,457,589.00	1,457,589.00

PROPERTY TAXES AND GRANTS IN PLACE

Schedule 9K

		Property Taxes	Grants - in Place	Total
		1	2	3
Municipal Property Taxes	3900			
Residential Land and Improvements				
Total	3910	3,309,135	2,338	3,311,473
Non-Residential	3920			
Land and Improvements (Excluding M & E).....	3935	1,589,763	39,790	1,629,553
Machinery and Equipment	3950	14,537		14,537
Linear Property	3960	99,642		99,642
Small Business Tax	3965			
Farm Land	3980	1,212		1,212
Adjustments to Property Taxes	3990			
Total Municipal Property Taxes and Grants In Place	4000	5,014,289	42,128	5,056,417
Provincial and Seniors Foundation Requisitions			4010	
Education				
Residential/Farm Land	4031		978,192	
Non-Residential	4035		473,581	
Seniors Lodges	4090		20,891	
Designated Industrial Property	4099			
Other	4100			
Adjustments to Requisition Transfers	4110		818	
Total Requisition Transfers	4120		1,473,482	

GRANTS IN PLACE OF TAXES

Schedule 9L

		Property Taxes	Business Taxes	Other Taxes	Total
		1	2	3	4
Federal Government	4200	6,357			6,357
Provincial Government	4210	35,771			35,771
Local Government	4220				
Other	4230				
Total	4240	42,128			42,128

DEBT LIMIT**Schedule 9AA**

Debt Limit	5700	19,078,958
Total Debt	5710	4,208,507
Debt Service Limit	5720	3,179,826
Total Debt Service Costs	5730	290,569

Enter prior year Line 3450 Column 2 balance here:

4,362,725

GRANT AND DEFERRED GRANT REVENUE SCHEDULE**Schedule 9P****Cash and Temporary Investments**

8820 9,745,985

Restricted Cash by Grant

Municipal Sustainability Initiative Capital	8825	365,900
Municipal Sustainability Initiative Operating	8826	
Federal Gas Tax Fund	8827	2,042,750
Alberta Community Partnership- Intermunicipal Collaboration	8828	97,491
Alberta Community Partnership- Municipal Restructuring	8829	
Alberta Community Partnership- Mediation and Cooperative Processes	8830	
Alberta Community Partnership- Municipal Internship	8831	
Alberta Community Partnership- Local Land Use Planning	8832	
Alberta Community Partnership- Strategic Initiative	8833	
Alberta Community Partnership- Regional Collaboration Program	8834	
Other Grants	8835	31,730

Total Restricted Cash

8865 2,537,871

Unrestricted Cash

8870 7,208,114

Accounts Receivable - Grants

8872

Deferred Revenue

8875 2,575,463

Deferred Revenue by Grant

Municipal Sustainability Initiative Capital	8880	365,900
Municipal Sustainability Initiative Operating	8881	
Federal Gas Tax Fund	8882	2,042,750
Alberta Community Partnership- Intermunicipal Collaboration	8883	97,491
Alberta Community Partnership- Municipal Restructuring	8884	
Alberta Community Partnership- Mediation and Cooperative Processes	8885	
Alberta Community Partnership- Municipal Internship	8886	
Alberta Community Partnership- Local Land Use Planning	8887	
Alberta Community Partnership- Strategic Initiative	8888	
Alberta Community Partnership- Regional Collaboration Program	8889	
Other Grants	8890	31,730

Total Deferred Revenue by Grant

8898 2,537,871

Other Deferred Revenue

8899 37,592

EDIT LIST - PLEASE REVIEW AND CORRECT ANY ERRORS NOTED BELOW

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: April 12, 2022

Re: 5:45 p.m. Delegation- Sgt. R.W.(Bob) Dodds, representing the RCMP Barrhead Detachment

1.0 PURPOSE:

In discussion with the local RCMP Sergeant, review and discuss the community's priorities for the RCMP's upcoming 2022-2023 Annual Performance Plan.

2.0 BACKGROUND AND DISCUSSION:

On March 17, Administration received a request from Sergeant Dobbs to meet with Council to review the proposed 2022-2023 Annual Performance Plan and to identify the community's priorities for the upcoming fiscal year.

3.0 ALTERNATIVES:

3.1 Council accept Sergeant Dodds presentation on the proposed 2022-2023 RCMP Annual Performance Plan, as information and identifies the following as the main priorities for the Annual Plan:

3.2 Council tables the RCMP's 2022-2023 Annual Performance Plan and request further information from Sergeant Dodds to be presented at the next Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

Not Applicable

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not Applicable

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not Applicable

7.0 POLITICAL/PUBLIC IMPLICATIONS:

In consultation with Town Council, the RCMP's Annual Performance Plan, more specifically the RCMP operational strategic priorities would be similar to the Town's vision.

8.0 ATTACHMENTS:

8.1 2021-2022 Annual Performance Plan

9.0 RECOMMENDATION:

Council accept Sergeant Dodds presentation on the proposed 2022-2023 RCMP Annual Performance Plan, as information and identifies the following as the main priorities for the Annual Plan:

(original signed by the CAO)

Edward LeBlanc
CAO



Royal Canadian Mounted Police Gendarmerie royale du Canada

Organization Information

Collator Code : K6561

Fiscal Year: 2021 - 2022

HRMIS: 000044096

Commander Name: Robert Dodds

Rank: Sergeant

Organizational Level 1: RCMP COST CENTRE STANDARD HIERARCHY

Organizational Level 2: C

Organizational Level 3: EAST AB DISTRICT

Organizational Level 4: BARRHEAD

Organizational Level 5: BARRHEAD PROVINCIAL

Organizational Level 6: Barrhead Det

Detachment Performance Plan: Plan used by contract detachments - community consultation required.

Community Consultation

Community Structure

Geographical Location

Population: 10,000 - 100,000

Isolated Post: N/A

Limited Duration Post: N/A

Community Information

Are volunteers working with the RCMP in your district / detachment area (other than through the Community Consultative Group (CCG))?

Yes

In what area(s) are volunteers working (select all applicable)?

Indicate number

Crime Prevention

8

Education and Training

0

Restorative / Alternative / Traditional Justice

0

Victim Assistance / Support

7

Auxiliary Constable(s)

0

Other, specify: Rural Crime Watch (BARCC, 2308 subscribers total)

999

Communities

Non-Indigenous Communities

Community Name

Infrastructure Required?

1)	Town of Barrhead	Yes
2)	County of Barrhead	No

Non-Indigenous Communities

Community Name

Infrastructure Required?

1) Woodlands County

No

Community Infrastructure: Town of Barrhead

Social Services

- | | | |
|----------------------------------|----------------------------------|------------------------------|
| ✓ Child / Family services | ✓ Correctional / Parole Services | Crisis Center |
| ✓ Gymnasium | ✓ Hockey Rink | ✓ Housing (adequate) |
| ✓ Library (community) | ✓ Recreational Services | Recreation center (seasonal) |
| ✓ Recreation center (year-round) | ✓ Water (potable) | ✓ Welfare |
| Women's shelter | | |

Health Services

- | | | |
|--|----------------------------------|---------------------------------|
| ✓ Addiction Services - Alcohol | ✓ Addiction Services - Drug | ✓ Addiction Services - Gambling |
| ✓ Addiction Services - Other substance use | ✓ Doctor(s) within the community | ✓ Hospital |
| ✓ Mental Health Services | Nurses station | ✓ Suicide Prevention |

Community / Cultural Assets

Band Office	Cultural Services / Activities	Traditional Spirituality / Elders
-------------	--------------------------------	-----------------------------------

Communications Within the Community

Community newsletter	✓ Local Newspaper	✓ Local radio services
Local television services		

Other

Your detachment / district service area includes citizens of the Official Languages Minority Community (OLMC).

Community Delivered Programs

- | | | |
|---------------------------------|---|------------------|
| Breakfast / Head Start programs | Restorative / Alternative / Traditional Justice | ✓ Youth Programs |
| ✓ School Hot Lunch | | |

Crime Prevention Services

Birthday Party Program	Block Parent	✓ Cadets
Citizens on Patrol	Crossing Guard	D.A.R.E.
DND Junior Rangers	Dreamcatchers	Edge Program
Good Neighborhood Agreements	Hug-A-Tree	Indigenous Shield
Kids and Drugs	Kidsfest	Lock Out Auto Crime
Mature Drivers	New Perspectives	No Colours Program

Operation Red Nose

Parent Alert

✓ PARTY

Red Serge on the Seas

Restorative Justice/Community
Justice Forums

Running and Reading

Safe Grad

Seniors Contact/Keeping in Touch

Stetsons and Spurs

Stolen Auto Recovery

✓ Students Against Drunk Driving

Top Cop Literacy

Watch Programs

WITS

Youth Academy/Mini-Depot

Best Practice(Please provide information on success) ?

Yes

Details

Barrhead Area Regional Crime Coalition (BARCC). This is a community based fan out system that allows the police to reach subscribers vis text, e-mail, voice message or any combination depending on what the subscriber chooses. The system has been in place now for approximately 2.5 years. When a crime is reported to police in is, generally speaking in progress, police can use BARCC to broadcast information such as the nature of the incident, vehicle or suspect descriptions and directions of travel. The system is not used frequently as the threshold for broadcast is fairly high and crime stats in general are down, but on the occasions BARCC has been used police have received numerous accurate and timely tips which have resulted in the arrest of suspects. BARCC was begun as a Rural Crime Watch initiative but grew and is now managed and funded by the municipalities. BARCC has received several Provincial awards and is being replicated in other communities.

Other Crime Prevention

Details

Educational services

- 3 Elementary School(s)
- 0 Middle School(s)
- 1 High School(s)
- 0 Post-secondary School(s)
- 1 K-12 School(s)

Consultation

1) Formal Consultation Type

Governing body / Band council meeting

Planned Frequency

Annually

Audience

Local governing body

Community Name(s)

Woodlands County

Consultant by

HRMIS

Name

Consultant Date

000044096

Sgt. Bob Dodds

2021-03-23

Consultant Comments

Consultation occurred by telephone due to the Covid 19 restrictions in place. Sgt. Dodds proposed that priorities include visibility of police and drug enforcement. Council were supportive of these priorities. Council also discussed the Provincial government's proposed conversion to an Alberta Provincial Police model and expressed their support for the RCMP in general and Barrhead Detachment specifically. Reporting to Woodlands has traditionally been limited to annual meetings and no changes were discussed.

Consultation occurred by telephone due to the Covid 19 restrictions in place. Sgt. Dodds proposed that priorities include visibility of police and drug enforcement. Council were supportive of these priorities. Council also discussed the Provincial government's proposed conversion to an Alberta Provincial Police model and expressed their support for the RCMP in general and Barrhead Detachment specifically. Reporting to Woodlands has traditionally been limited to annual meetings and no changes were discussed.

2) Formal Consultation Type

Governing body / Band council meeting

Planned Frequency

Annually

Audience

Local governing body

Community Name(s)

Town of Barrhead

Consultant by

HRMIS

000044096

Name

Sgt. Bob Dodds

Consultant Date

2021-03-23

Consultant Comments

Sgt. Dodds attended the council meeting in person. He proposed visibility of police and drug enforcement as potential priorities and council were supportive of these initiatives. Council discussed the GoA provincial policing situation briefly and expressed their support for the RCMP. Frequency of meetings has been discussed separately with the CAO and we may move towards quarterly reporting.

3) Formal Consultation Type

Governing body / Band council meeting

Planned Frequency

Quarterly

Audience

Local governing body

Community Name(s)

County of Barrhead

Consultant by

HRMIS

000044096

Name

Sgt. Bob Dodds

Consultant Date

2021-04-06

Consultant Comments

Sgt. Dodds attended the council meeting in person. He proposed visibility of police and drug enforcement as potential priorities and council were supportive of these initiatives. Reporting has always taken place quarterly and will continue as such in the future. Council remain very supportive of the detachment and RCMP in general.

Issue(s)

Community Issue(s)

1) Issue(s)

Substance Abuse

Sub-Issue(s)

Crystal Meth

Identified By

Detachment

Community Name(s)

Town of Barrhead
County of Barrhead
Woodlands County

2) Issue(s)

Enhance Public Confidence and Engagement

Sub-Issue(s)

Visibility of Police

Identified By

Municipal/Rural (local) Government

Community Name(s)

Town of Barrhead
County of Barrhead
Woodlands County

Detachment Issues

Issue(s) to be considered	Identified By	Priority Issue?
1) Substance Abuse - Crystal Meth	Detachment	Yes
2) Enhance Public Confidence and Engagement - Visibility of Police	Municipal/Rural (local) Government	Yes

Unit Level Quality Assurance (Unit Level Quality Assurance)**Phase 1 - Identification of Activities****Review Guide Activities**

- 1) Arrest and Release
- 2) Conducted Energy Weapon - Taser
- 3) Court Briefs and Disclosure
- 4) Emergency Vehicle Operations - Pursuits
- 5) Exhibit Control
- 6) Missing Persons

- 7) Overnight vehicle custody (marked)
- 8) Quality of Investigations
- 9) Search and Seizure
- 10) Sexual Assault
- 11) Statements: Suspect, Accused, Witness
- 12) Subject Behaviour/Officer Response (SB/OR)
- 13) Supervision
- 14) Unit-Level Quality Assurance
- 15) Violent Crime Linkage Analysis System (ViCLAS)

Custom Activities

Phase 2 - Risking of Activities and Prioritizing of Reviews

Activity	Likelihood	Impact	Risk Rating	To be reviewed
Arrest and Release	Medium	High	8	No
	Rationale: Occasional issues arise due to the very junior membership at the detachment. With the arrival of a corporal/supervisor after a 28 month vacancy this will be more closely monitored on an ongoing basis with corrective action taken as required.			
Conducted Energy Weapon - Taser	Low	High	6	No
	Rationale: Training is up to date. Downloads completed annually. CEWS sent for testing as directed.			
Court Briefs and Disclosure	Medium	Medium	5	No
	Rationale: All PIS reviewed by supervisor or NCO I/c. Crown consulted regularly and overall are satisfied with disclosure packages.			
Emergency Vehicle Operations - Pursuits	Medium	High	8	No
	Rationale: All pursuits are reviewed. Members have completed mandatory reviews of applicable policy.			
Exhibit Control	Medium	High	8	Yes
	Rationale: New supervisor to be in position early this year. He will be taking on the exhibit handling role. We have very junior membership and there are some bad habits.			
Missing Persons	Low	High	6	No
	Rationale: All missing persons file are closely reviewed. To date these investigations are policy compliant and are all resolved in the first hours.			
Overnight vehicle custody (marked)	High	Low	4	No
	Rationale: Members on call have PMV at home. Required as per back-up policy. No issues to date.			
Quality of Investigations	High	Medium	7	Yes
	Rationale: Very junior membership has led to some shortcomings in investigations. New supervisor to be in place in May, 2021. Unit has been without a corporal for over two years. This ULQA will help determine areas for the supervisor to focus on.			
Search and Seizure	Medium	Medium	5	No
	Rationale: Members are routinely reminded of search authorities and files are closely monitored where searches are conducted to ensure they are policy and statute compliant.			
Sexual Assault	Medium	High	8	No
	Rationale: Barrhead Detachment investigates a high number of sexual offences. While these are high risk,			

Activity	Likelihood	Impact	Risk Rating	To be reviewed
Statements: Suspect, Accused, Witness	Medium	Medium	5	No
Subject Behaviour/Officer Response (SB/OR)	Low	Medium	3	No
Supervision	High	High	9	No
Unit-Level Quality Assurance	Low	Low	1	No
Violent Crime Linkage Analysis System (ViCLAS)	Low	Medium	3	No

members are well aware of available resources and of reporting requirements. Having a corporal in house will improve supervision in this area as well.

Rationale: Statement taking at the unit is generally good despite a lack of experience. With the corporal position being filled this year by a very experienced investigator the quality of statements will be improved further.

Rationale: Members are very rarely required to exercise any level of force at Barrhead Detachment. When they do SBOR reporting is policy compliant.

Rationale: For the first time in approximately 28 months there will be a corporal supervisor at the unit when the new corporal arrives in May. This member is coming as a lateral and has previous experience in the same role.

Rationale: ULQA's will completed as per policy.

Rationale: Members are becoming more familiar with policy in regards to which files require a ViCLAS submission. When ViCLAS are submitted they are complete and policy compliant.

Unit Level Quality Assurance Activity Work Plan Overview

Unit Type File No.
238-3.

Comments (Phase 3, 4, and 5)

Activity	Activity Owner	Risk Rating	Date Concluded
Exhibit Control	Filipe Vicente	8	

Unit Level Quality Assurance Activity Work Plan

Reviewed By

HRMIS	Name	Diary Date
000186596	Filipe Vicente	2021-07-31

Activity Owner Comments to Reviewer

Physical Reviews

Date of Review	Completed On	Sampling Method	Sample	Total Population
2021-07-08	2021-07-08	Non-Statistical	20	100

Sample Comments

Sample done to accommodate type of questions being examined, ie drug file, gun file, etc.

Phase 3, 4 & 5 Details

Deficiencies found were some exhibits labels were missing the members initials. A couple of files found to be before the courts and no RTJ completed. Overall great control of exhibit movement, guns and drugs have recently been disposed as there had been some built up in recent years. No money is kept at the detachment, all sent to RBC. All guns have been entered on PAIN. Email sent out to membership addressing concerns with initials on tags and RTJ on CC matters and 3515 on drug files acting as RTJ. Matter to be re-assessed later in year to evaluate if issues have been corrected.

Year End Activity Owner's Summary and Observations

Unit Level Quality Assurance Activity Work Plan Overview

Unit Type File No.
238-3.

Comments (Phase 3, 4, and 5)

Activity	Activity Owner	Risk Rating	Date Concluded
Quality of Investigations	Filipe Vicente	7	

Unit Level Quality Assurance Activity Work Plan

Reviewed By

HRMIS	Name	Diary Date
000186596	Filipe Vicente	2021-07-31

Activity Owner Comments to Reviewer

Physical Reviews

Date of Review	Completed On	Sampling Method	Sample	Total Population
2021-07-13	2021-07-13	Non-Statistical	6	40

Sample Comments

ULQA's done on files currently before the courts. About 40 files to pick from and one selected for each detachment member.

Phase 3, 4 & 5 Details

Common deficiencies are W/C statement not taken or attempted even with subject brought back for prints. Some PROS files failed to document arrest responses by accused. Some files lacked supervisor review. Overall good use of outside resources, disclosure being done in appropriate time frame and DV forms used when appropriate. Email sent to members addressing concerns with Arrest responses and W/C statements not being taken. Matter to be re-evaluated again later in the year.

Year End Activity Owner's Summary and Observations

Performance Plan Priority Issue(s)

Priority Community or Detachment Issues	Identified By	Owner HRMIS	Owner Name
1) Substance Abuse - Crystal Meth	Detachment	000299774	Shadrach Martyn
2) Enhance Public Confidence and Engagement - Visibility of Police	Municipal/Rural (local) Government	000044096	Robert Dodds

Priority Unit Level Quality Assurance Activities	Owner HRMIS	Owner Name
3) Exhibit Control	000186596	Filipe Vicente
4) Quality of Investigations	000186596	Filipe Vicente

Objective - Community

Identified By

Detachment

Issue

Substance Abuse - Crystal Meth

Objective	Owner HRMIS	Owner Name
Reduce substances abuse	000299774	Shadrach Martyn

Vision 150

Our Culture

Address and prevent issues of workplace violence and harassment

Advance the RCMP's position as an equitable, diverse and inclusive workplace

Expand the use of Gender Based Analysis Plus (GBA+)

Our People

Develop and implement Mental Health & Wellbeing Strategy

Modernize RCMP leadership including advancing Character Leadership

Modernize recruitment and HR service delivery models

Our Stewardship

Enable effective use of evidence-based decision making

Increase operational effectiveness through modern governance practices and increased accountability

Transform fundamental business technology

Our Police Services

✓ Address issues of trust

✓ Enhance collaboration with key partners to improve investigative effectiveness

Increase community integration and partnership

Modernize operational tools and technologies

RCMP Operational Strategic Priorities

This Objective is associated to / supports these RCMP Operational Strategic Priorities:

1) Serious and Organized Crime

This Objective is associated to / supports these other priorities:

1) Crime Reduction Strategy

Customized (Restricted)

1)

Measure(s) and Target(s)			
Measure	Target		
	From	To	Date

Measure(s) and Target(s)

Measure	Target		
	From	To	Date
1) # of illicit drug operations dismantled	0	3	2022-03-31
Data Source Methodology: PROS files.			

Risk Management**1) Competencies, Skills and Experience**

Risk Description: Members lack the experience to conduct complex investigations which include UC operations and source management. With the pending addition of an experienced corporal we will be able to mentor members through the process of engaging outside resources. The unit has not, however, had a confidential source in many years and we need to develop that skill.

Initiative(s)**1) Title: Engage the Eastern Alberta District Crime Reduction Unit to conduct information sessions in source handling/management.**

Owner HRMIS: 000299774 Owner Name: Shadrach Martyn Owner Type: RCMP

Initiative Type: Intelligence Gathering Risk No.: 1: Competencies, Skills and Experience

2) Title: Obtain and execute search warrants on local drug traffickers.

Owner HRMIS: 000299774 Owner Name: Shadrach Martyn Owner Type: RCMP

Initiative Type: Enforcement Risk No.: 1: Competencies, Skills and Experience

Objective - Community

Identified By

Municipal/Rural (local) Government

Issue

Enhance Public Confidence and Engagement - Visibility of Police

Objective

Communicate effectively - Build and maintain positive relations within the community

Owner HRMIS

000044096

Owner Name

Robert Dodds

Vision 150

Our Culture

Address and prevent issues of workplace violence and harassment

Advance the RCMP's position as an equitable, diverse and inclusive workplace

Expand the use of Gender Based Analysis Plus (GBA+)

Our People

Develop and implement Mental Health & Wellbeing Strategy

Modernize RCMP leadership including advancing Character Leadership

Modernize recruitment and HR service delivery models

Our Stewardship

Enable effective use of evidence-based decision making

Increase operational effectiveness through modern governance practices and increased accountability

Transform fundamental business technology

Our Police Services

✓ Address issues of trust

Enhance collaboration with key partners to improve investigative effectiveness

✓ Increase community integration and partnership

Modernize operational tools and technologies

RCMP Operational Strategic Priorities

This Objective is associated to / supports these RCMP Operational Strategic Priorities:

This Objective is associated to / supports these other priorities:

1) Community

2) Division

Customized (Restricted)

1)

Measure(s) and Target(s)

Measure	Target		
	From	To	Date
1) # Town Hall meetings	0	4	2022-03-31
Data Source Methodology: Record Town Hall meetings in this document.			

Risk Management

Risk Management

1) Environment

Risk Description: Covid 19 pandemic limits the unit's ability to engage with the public.

Initiative(s)

1) Title: Conduct town hall meetings virtually through the Barrhead Area Regional Crime Coalition (BARCC).

Owner HRMIS:

000044096

Owner Name:

Robert Dodds

Owner Type:

RCMP

Initiative Type:

Education and Awareness

Risk No.:

1: Environment

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: April 12, 2022

Re: Barrhead Library – revised 2022 Operating Budget

1.0 PURPOSE:

For Council to entertain a request from the Barrhead Library Board to increase the Town's 2022 financial contribution to adjust for an increase to their 2022 Operating Budget.

2.0 BACKGROUND AND DISCUSSION:

On March 24, 2022 Administration received an e-mail from the Barrhead Library Board advising they held a special Board meeting and passed a motion requesting the Town and the County to adjust their 2022 library contribution to include a 4% (or \$9,732.00) cost-of-living adjustment for their employees. The 4% adjustment would be combined with the original budget submission of a 1% cost-of-living adjustment, bringing it to a total of 5%.

The County of Barrhead during their Council meeting of April 5th approved the special funding request from the Library Board with a maximum contribution of \$3,650.00 representing another 3% for a total cost-of-living adjustment increase of 4%. The amount of \$3,650.00 represents a 50/50 cost share with the Town.

3.0 ALTERNATIVES:

- 3.1 That Council approves the revised 2022 Operating Budget from the Barrhead Library Board, as presented.
- 3.2 That Council accepts the 2022 Operating Budget from the Barrhead Library Board, as information.
- 3.1 That Council tables the Barrhead Public Library's revised 2022 Operating Budget and request the Board to provide further information for the next Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

Using the current per capita funding split the Town's additional cost of the proposed revised cost budget is calculated at \$4,101.00 to achieve the additional 4% cost-of-living-adjustment.

Alternatively, using the 50/50 cost shared formula the County used, the Town's additional cost of the proposed revised budget is calculated at \$4,866.00 to achieve the additional 4% cost-of-living-adjustment.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not Applicable.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not Applicable

7.0 POLITICAL/PUBLIC IMPLICATIONS:

The Barrhead Public Library provides an important role for the community.

8.0 ATTACHMENTS:

8.1 E-mail from the Barrhead Library dated March 24, 2022

8.2 Barrhead Library revised 2022 Operating Budget

9.0 RECOMMENDATION:

Administration awaits further direction from Council.

(original signed by the CAO)

Edward LeBlanc

CAO

Edward LeBlanc

From: Elaine Dickie <elaine@barrheadpubliclibrary.ca>
Sent: March 24, 2022 6:29 PM
To: Edward LeBlanc
Subject: Fw: Request to adjust the 2022 Library Board Budget with a 4% increase in salaries
Attachments: 2022 budget 2021 actuals wage adjustment A.xls

March 24, 2022

Mr. Ed LeBlanc
CAO, Town of Barrhead

This is to let you know that on Wednesday, March 23, 2022, the Barrhead Library Board met in an emergency Board meeting and passed a motion to request the municipalities adjust the current 2022 Library Board budget to include a 4% cost-of-living increase for Barrhead Public Library regular staff. Combined with the 1% already approved in the budget employees would benefit from a 5% cost-of-living increase in 2022.

The 4% adjustment applies only to wages of regular Barrhead Public Library staff (\$240,000 x .04) and their RRSP contributions (\$3,300 x .04) for a total of \$9732.

The \$9732 would be paid between the two municipalities.

Up until 2019 Barrhead Public Library wages , although low when compared to other employers and sectors, did keep pace with the national COLA rate.

However, the current jump in cost-of-living coupled with already low wages, is concerning.

In the 2020 and 2021 Budgets the Library Board did not ask for a COLA increase from the municipalities.

In the 2022 budget we requested a 1% increase. At that time (November 2021) we couldn't predict the current 5% + COLA rate.

Will Council please now consider adjusting the Library Board's 2022 budget to include a 4% COLA amount to assist library employees.

Attached is the current 2022 Library 2022 budget with the requested 4% cost-of-living- adjustment itemized.

Please note: Library staff at Neerlandia Public Library have not included in this request at this time. As employees of Pembina Hills School Division they fall within PHSD negotiations and agreements.

Thank you for considering this request.

If I can provide more information, or present this request in person to Council, please let me know.

Sincerely,

Elaine Dickie
Library Director for
Barrhead Library Board

Budget--Expenses							
	2019Actual	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Budget Admendment	
Salaries							2022 budget notes
Regular Employees	261,221	204,315	242,400	237,472	240,000	249,600	Cola 1% original plus 4% adjust
RRSP Contributions	3,340	3,353	3,500	3,084	3,300	3,432	Cola 1% original plus 4% adjust
AUMA	4,116	4,740	6,800	8,436	6,300		
Workers Compensation	770	721	600	567	600		
Total Salaries	269,447	213,129	253,300	249,559	250,200		
Special Projects Personnel							
Summer Students	12,338		7,700	16,580	7,700		420 hours
CAP/YCW			6,354				
Total Special Projects	12,338	0	14,054	16,580	7,700		
Total Salaries and Special Projects	281,785	213,129	267,354	266,139	257,900		
Administrative Expenses							
Board Meeting Expenses	23	118		374	400		
Prof. Membership & Dues	529	337	500	507	500		
Other (Licenses)	1,312	837	1,500	1,879	1,500		movies, office, etc.
Total Administrative Expenses	1,864	1,292	2,000	2,760	2,400		
Accounting & Legal	999	999	1,000	1,517	2,200		
Accounting software	943	1,038	1,100	975	1,000		
Advertising/Promotion							
Publicity	1,634	319	2,000	600	2,000		
Job Ads							
Total Advertising/Promotion	1,634	319	2,000	600	2,000		
Total Acc/Legal, Advertising	3,576	2,356	4,100	3,092	5,200		
Book Fairs	8,577	3,874	4,500	4,814	9,600		
Capital Disbursements							
Technology	0			197			
Capital - other	0				0		
Total Capital Disbursements	0	0	0	197	0		
Collection Development							
BPL	11,037	9,980	10,000	10,932	10,000		
BES Collection	2,471	4,466	5,500	3,400	5,000		
Total Collection Development	13,508	14,446	15,500	14,332	15,000		

Budget--Expenses							
	2019Actual	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Budget Admendment	
Programs and Exhibits							
Art Exhibits	77	77	150	77	150		
Books for Babes	568	338	700	457	500		
Summer Reading Program	297	23	500	100	200		
Story time, Time for Tots, Xmas	1,170	524	500	900	500		Library programs
Alberta Culture Days	763	1,199	750	731	750		
Summer Camps	504		0				
Other Programs & Resources	2,019	578	500	1,210	1,000		programs, makerspace
Total Programs & Exhibits	5,398	2,739	3,100	3,475	3,100		
Total Collection & Programs	18,906	17,185	18,600	17,807	18,100		
Communication/Utilities							
Utilities	13,194	13,087	13,500	13,665	13,500		Paid to PHRD
Insurance	2,040	5,451	4,000	2,709	4,000		Paid to PHRD
Phone/data Communications	1,848	2,002	1,850	1,848	1,850		Paid to PHRD
Total Communication/Utilities	17,082	20,540	19,350	18,222	19,350		
Maintenance/Repair/Upgrading							
Maintenance	634	110		214	500		
COVID		10,898	1,500	768	1,000		
Maintenance-PHRD			500				
Total Maintenance/Repair/Upgrad	634	11,008	2,000	981	1,500		
Professional Development							
Board	1,525		500	0	500		
Staff	415	359	500	337	500		
Director	964	498	500	0	500		
Total Professional Development	2,904	857	1,500	337	1,500		
Staff/Volunteer Appreciation	729	1,534	600	890	500		
Prof. Development/Volunteer Ap	3,633	2,391	2,100	1,227	2,000		
Supplies & Materials							
Birds/Fish	303	15	300	0	0		
General Office Supplies	2,901	3,606	2,500	2,468	3,000		includes bank charges
Photocopying	1,576	882	1,700	758	1,700		Paid to PHRD
Processing Supplies	1,416	1,382	1,600	1,973	1,600		For books/magazines
Contracted Services	2,417	0	500	0	500		
Regular Postage	356	247	400	279	400		
Office Equipment							
Total Supplies & Materials	8,969	6,132	7,000	5,477	7,200		
Neerlandia Disbursement	31,701	31,701	33,178	35,436	33,648		1383*24.33
Total Cash Expenditures	376,727	309,608	360,182	356,151	356,898	366,630	

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: April 12, 2022

Re: Policy 11-001, Elected Officials Expenses

1.0 PURPOSE:

To approve amended Policy 11-001, Elected Officials Expenses, as presented.

2.0 BACKGROUND AND DISCUSSION:

During the 2022 budget deliberations, Council discussed Policy 11-001. Based on a comparison report using data from other municipalities of similar population proposed amendments were made as per Council's direction.

One area that is not included in the current policy is the associated home office expenses, for example: printer and printer cartridges, cell phone and internet cost along with general office supplies. These noted items are now part of the proposed general compensation rate.

Another area that forms part of the new compensation rate is the various special events and functions the Mayor and Council are expected to attend throughout the year. These activities are part of the general overall compensation package.

The last time the Council's rates were increased (other than annual cost-of-living adjustment or the removal of the 1/3 tax exemption) was in 2008 – 14 years ago.

3.0 ALTERNATIVES:

- 3.1 Council approve amending Policy 11-001, Elected Officials Expenses, to be effective as of January 1, 2022, as presented.
- 3.2 Council tables amending Policy 11-001, Elected Officials Expenses and request further information to be brought back to a future meeting.

4.0 FINANCIAL IMPLICATIONS:

The proposed amendments have been incorporated into the draft 2022 Operating Budget.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not Applicable

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not Applicable

7.0 POLITICAL/PUBLIC IMPLICATIONS:

The proposed new rates are more compatible with similar municipalities.

8.0 ATTACHMENTS:

8.1 Amending Policy 11-001, Elected Officials Expenses

9.0 RECOMMENDATION:

Council approve amending Policy 11-001, Elected Officials Expenses, to be effective as of January 1, 2022, as presented.

(original signed by the CAO)

Edward LeBlanc
CAO

TOWN OF BARRHEAD

PROCEDURE STATEMENT

(Policy 11-001) Elected Officials Expenses

Effective Date: January 1, 2022

PROCEDURES:

Members of Council will be reimbursed for their duties when engaged in business on behalf of the Town of Barrhead, plus their expenses and mileage incurred in the performance of these duties.

A. ELECTED OFFICIALS EXPENSES FEES AND PROCEDURES

A.1.1 Elected Officials Expenses Fees:

.1 Per Diem:

.1 Mayor:

.1 All Meetings (Per Month) – Includes all Council meetings (Regular, Special, Joint), all In-Town Committee, Board and Commission Meetings, Attendance at Hosted Events, Public Consultations and Inquiries, Signing of Cheques and Agreements, Agenda Review, Home Office Costs such as Office Supplies and Internet Expenses.	\$3,340.00
.2 Out of Town meetings – over 4 hours (per day) including A.U.M.A., Federation of Canadian Municipalities, Budget Retreat, Out of Town Committee, Board and Commission Meetings, Training Sessions, Seminars and Conferences	\$300.00
.3 Out of Town meetings – under 4 hours (per day) including A.U.M.A., Federation of Canadian Municipalities, Budget Retreat, Out of Town Committee, Board and Commission Meetings, Training Sessions, Seminars and Conferences	\$155.00
.4 In Town meetings – over 4 hours (per day) including Budget Retreat, Interviews, Training Sessions, Seminars, Conferences, etc.	\$300.00
.5 In Town meetings – under 4 hours (per day) including Budget Retreat, Interviews, Training Sessions, Seminars, Conferences, etc.	\$155.00

.2 Councillors:

.1 All Meetings (Per Month) – Includes all Council meetings (Regular, Special, Joint), all In-Town Committee, Board and Commission Meetings, Attendance at Hosted Events, Public Consultations and Inquiries, Signing of Cheques and Agreements, Agenda Review, Home Office Costs such as Cell Phone, Office Supplies, Internet Expenses.	\$2,130.00
.2 Out of Town meetings – over 4 hours (per day) including A.U.M.A., Federation of Canadian Municipalities, Budget Retreat, Out of Town Committee, Board and Commission Meetings, Training Sessions, Seminars and Conferences	\$300.00
.3 Out of Town meetings – under 4 hours (per day) including A.U.M.A., Federation of Canadian Municipalities, Budget Retreat, Out of Town Committee, Board and Commission Meetings, Training Sessions, Seminars and Conferences	\$155.00
.4 In Town meetings – over 4 hours (per day) including Budget Retreat, Interviews, Training Sessions, Seminars, Conferences, etc.	\$300.00
.5 In Town meetings – under 4 hours (per day) including Budget Retreat, Interviews, Training Sessions, Seminars, Conferences, etc.	\$155.00

NOTE: PER DIEM AMOUNTS WILL BE ADJUSTED EACH YEAR TO COINCIDE WITH EMPLOYEE COST OF LIVING INCREASES.

.3 Mileage:

.1 Town of Barrhead Rate (Per Kilometer)	Established in accordance with Prov. Govt. rate
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.4 Expenses:

.1 Under 4 Hours	With Receipt
.2 Over 4 Hours Where No Accommodation Required (Per Day)	\$ 49.00
.3 Over 4 Hours Where Accommodation Required (Per Day)	\$ 88.00

A.1.2 Elected Officials Expenses Definitions:

- .1 Meetings - will include any gathering as directly approved by Council including:
 - .1 attendance at regular Council meetings;
 - .2 attendance at special Council meetings, including:
 - .1 joint Town and County Council meetings,
 - .2 “emergency” or unscheduled Town Council meetings,
 - .3 Ad Hoc committee meetings;
 - .3 attendance at any Standing Committee, Board or Commission meeting,

- .4 representation on behalf of the Town with prior approval of Council, or Mayor,
 - .5 involvement in any delegation on behalf of the Town, and as approved by Council,
 - .6 attendance at training sessions, seminars or conferences, including one day seminars, within budget set by Council,
 - .7 attending an event as Deputy Mayor when required to do so by the Mayor.
- .2 Per Diem - will mean a payment made to any member of Council for time spent on behalf of the Town of Barrhead (intended to compensate for loss of salary or payment for personal time), including part and full days.
- .3 Mileage - will mean compensation for wear and tear on a motor vehicle, gas, insurance and other related vehicle costs.
- .4 Expenses - will mean compensation for actual costs related to attendance on behalf of the Town of Barrhead, and will include all costs relative to the approved attendance (including taxi fares, parking fees without receipts, meals, etc.) other than per diem, mileage, hotel and registration fee costs. Reimbursement is dependent upon where the meeting is held, whether accommodation is required, combined with the length of meeting, not actual expenses. Individual Council Members may request advances on expenses.

A.1.3 Elected Officials Expenses Procedures:

- .1 Per diem claims for attendance at AUMA Conventions, Federation of Canadian Municipalities, Budget Retreat, Out of Town Committee, Board and Commission Meetings, Training Sessions, Seminars and Conferences plus submissions for mileage and expenses from this policy will be submitted as per Schedule "A" attached.
- .2 Council Members' payments for per diems will be automatically deposited into their bank accounts at the end of each month.
- .3 It is not mandatory to fill out a Monthly Per Diem Summary Form (Schedule B), but if a Council Member chooses, they may still do so.

A.1.4 Provincial Political Contributions:

- .1 The Town of Barrhead shall not make any political contributions nor reimburse an individual for a political contribution because a municipality is considered a "prohibited corporation" under Section 1(1)(I)(ii) of the Election Finances and Contributions Disclosure Act.

A.1.5 Social Functions

- .1 Council members will be encouraged to attend social functions (i.e. Chamber Gala, Festival of Trees, Fireman's Ball, etc.) on behalf of Town Council. A maximum of \$300.00 per year, per Council member, may be allocated towards the Council Member's cost to attend social events. This amount is included in the miscellaneous fees budget for each Council member. Council members will be responsible for costs related to their spouse/guest attendance at social functions.

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: April 12, 2022

Re: 2022 Final Operating and Capital Budgets

1.0 Purpose:

For Council to approve the 2022 Final Operating and Capital Budgets, as presented.

2.0 Background and Discussion:

The 2022 Final Operating and Capital Budgets have been prepared based on Council's decisions and directions provided during and following the budget meetings held with the Department staff. In-depth discussions took place to arrive at the final 2022 Operating and Capital Budgets. All changes directed by Council have been incorporated into these budgets.

The **2022 Property Assessments** have been received and there was an overall **increase** in the **taxable** assessments.

2021 TOTAL Taxable Assessment	487,063,080	
2022 TOTAL Taxable Assessment	494,638,330	
2022 TOTAL TAXABLE ASSESSMENT (INCREASE)	7,575,250	1.5%

Most **Residential single-family** assessments increased by an average of **0.7% (+/-)**.

Most of the **Non-residential** assessments increased by an average of **0.5% (+/-)**.

A breakdown of the 2022 Taxable Assessment values are as follows:

2021 Residential Taxable Assessment	365,070,250
2022 Growth Assessment Changes	4,069,780
2022 Market Assessment Change	2,457,460
2022 Residential Taxable Assessment (higher)	371,597,490

2021 Non-Residential Taxable Assessment	121,992,830
2022 Growth Assessment Changes	616,770
2022 Market Assessment Changes	431,240
2022 Non-Residential Taxable Assessment (higher)	123,040,840

Summary of Change in 2022 Taxable Assessments	
Residential Taxable Assessments (higher)	6,527,240
Non-Residential Taxable Assessments (higher)	1,048,010
TOTAL 2022 Taxable Assessments (higher)	7,575,250

Following is a further breakdown of the total assessment change, first by Growth and then by Market. The increase in the taxable assessment shows the increase in Municipal Taxes raised based on the taxable assessments, using the same municipal tax rate as in 2021.

Assessment – Based on Growth

For new construction, any changes to progressive assessments (buildings that were under construction during 2021) using the same municipal tax rate as 2021.

Growth Assessment Changes	New Growth Assessment	Increase in Net Municipal Taxes Raised
2022 Residential	4,069,780	\$ 34,502
2022 Non-Residential	616,770	\$ 8,691
Total Tax Revenue Based on Growth Only		\$ 43,193

Assessment – Based on Market Assessment Changes

For changes in assessments due to the market and sales in the various areas of the Town, using the same municipal tax rate as 2021.

Market Assessment Changes	New Market Assessment	Increase in Net Municipal Taxes Raised
2022 Residential	2,457,460	\$ 20,833
2022 Non-Residential	431,240	\$ 6,076
Total (Increase) Tax Revenue Based on Market Only		\$ 26,909

Total Increase in Municipal Tax Revenue Based on maintaining Tax Rates same as in 2021	\$70,102
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The following information shows the same changes in assessments in municipal taxes sorted by **Total Residential and Non-Residential Assessments**, with the same tax rate as in 2021.

Residential Assessment Changes	Assessment Change	Increase in Residential Taxes	Residential Assessment increase in Municipal Revenue
2022 Residential - Growth	4,069,780	\$ 34,502	
2022 Residential - Market	2,457,460	\$ 20,833	
Total (Increase) Tax Revenue Based on Residential		\$ 55,335	79%

Non-Residential Assessment Changes	Assessment Change	Increase in Non-Residential Taxes	Non-Residential Assessment Reduction in Municipal Revenue
2022 Non-Residential - Growth	616,770	\$ 8,691	
2022 Non-Residential - Market	431,240	\$ 6,076	
Total (Increase) Tax Revenue Based on Non-Residential		\$ 14,767	21%

Total Increase in municipal tax revenue based on maintaining Tax Rates same as in 2021	\$ 70,102
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The total increase of \$ 70,102 in municipal tax revenue for 2022 is based on 79% Residential and 21% Non-Residential.

Municipal Taxes

In preparation of the 2022 Budget, Council reviewed the draft operating and capital budgets and directed a number of priorities for the year.

Costs for service delivery, gas and power utilities, insurance, fuel, materials and supplies, maintenance and contracted services, etc. were reviewed. Increased costs are usually funded in part by any increases in municipal assessments, user fees and charges, and the utilization of reserves.

Council determines the capital projects to be undertaken, funded by current tax levies, reserves and/or grants where applicable.

With the significant infrastructure the Town maintains for roads, underground utilities for water, sanitary sewer and storm drainage, as well as the facility maintenance, upgrades and all recreational facilities, funds are also required to be transferred to capital reserves for future projects.

Based on Council's previous direction to maintain the 2022 Municipal Tax Rate at the same level since 2019, a summary of the potential impact to the property owner is as follows.

The **Municipal Taxes** paid by the property owner would also be affected by any increases or decreases in their specific property assessment values.

MAINTAINING PROPERTY TAX RATE – RESIDENTIAL TAX ACCOUNTS		
Properties with decrease in municipal taxes greater than \$300.00	1	1,600 Properties = 90%
Properties with decrease in municipal taxes \$ 200.00 to \$ 300.00	4	
Properties with decrease in municipal taxes \$ 100.00 to \$ 200.00	5	
Properties with decrease from \$ 1.00 to \$ 100.00	459	
Properties with increase from \$ 0.00 to \$ 50.00	901	
Properties with increase from \$ 50.00 to \$ 100.00	230	
Properties with increase from \$ 100.00 to \$ 200.00	130	
Properties with increase from \$ 200.00 to \$ 300.00	32	
Properties with increase greater than \$300.00	11	
Total number of Properties	1,773	

Based on the above summary, 90% of all residential properties will either see a decrease in the municipal portion of their property taxes or an increase of \$100.00 or less. The majority of the 11 residential properties that have increased by greater than \$300.00 are multi residential properties with very high assessments.

MAINTAINING PROPERTY TAX RATE – NON-RESIDENTIAL TAX ACCOUNTS		
Properties with decrease in municipal taxes greater than \$1,000.00	3	241 Properties = 83%
Properties with decrease in municipal taxes \$ 500.00 to \$1,000.00	3	
Properties with decrease in municipal taxes \$ 300.00 to \$500.00	4	
Properties with decrease in municipal taxes \$ 100.00 to \$300.00	25	
Properties with decrease in municipal taxes \$ 50.00 to \$ 100.00	30	
Properties with decrease in municipal taxes \$ 1.00 to \$ 50.00	111	
Properties with increase from \$ 0.00 to \$ 50.00	50	
Properties with increase from \$ 50.00 to \$ 100.00	15	
Properties with increase from \$ 100.00 to \$ 200.00	19	
Properties with increase from \$ 200.00 to \$ 300.00	6	
Properties with increase from \$ 300.00 to \$ 400.00	4	
Properties with increase greater than \$400.00	19	
Total number of Properties	289	

Based on the above summary, 83% of all non-residential properties will either see a decrease in the municipal portion of their property taxes or an increase of \$100.00 or less. The majority of the 19 non-residential properties that have increased by greater than \$400.00 are properties with assessments of greater than \$1 million.

Requisitions & Other Tax Rates

Requisitions are listed as separate tax rates on the property tax notice, in addition to the municipal property tax rates. This portion of taxes are collected and paid directly to the requisitioning authority.

Alberta School Foundation Fund (ASFF) Requisition:

The **2022 School Requisition** from the Province has been received. The Town of Barrhead is required to collect this requisition from the overall taxable assessments and issue the payment back to the Province. The comparison between the 2022 and 2021 School Requisition is as follows:

2022 School Requisition	2021 School Requisition	Difference
\$ 1,457,739	\$ 1,451,773	\$ 5,966 Increase

As the school requisition is divided among the total assessment, the school portion of the **Residential** tax rates will be amended as follows:

2022 Residential School Tax Rate	2021 Residential School Tax Rate	Difference	Effect on Each \$100,000 of Residential Assessment Value
2.6747	2.6831	0.0084 Decrease	\$0.84 Decrease

The school portion of the **Non-Residential** tax rates will be amended as follows:

2022 Non-Residential School Tax Rate	2021 Non-Residential School Tax Rate	Difference	Effect on Each \$100,000 of Non-Residential Assessment Value
4.0129	4.0989	0.086 Decrease	\$8.60 Decrease

Barrhead District Social Housing Association (B.D.S.H.A) Requisition:

The **2022 B.D.S.H.A Requisition** has been received. The Town of Barrhead is required to collect this requisition from the overall taxable assessments and issue the payment back to the B.D.S.H.A. The comparison between the 2022 and 2021 B.D.S.H.A. Requisition is as follows:

2022 BDSHA Requisition	2021 BDSHA Requisition	Difference
\$ 61,295	\$ 20,891	\$ 40,404 Increase

This increase will have the following effect on both **Residential and Non-Residential** Properties.

2022 BDSHA Tax Rate	2021 BDSHA Tax Rate	Difference	Effect on Each \$100,000 of Assessment Value
0.1255	0.0435	0.082 Increase	\$8.20 Increase

Government of Alberta-Designated Industrial Assessment Fee Requisition:

Starting in 2018, the Town has been requisitioned for the fees associated with the assessment costs for Designated Industrial properties within our boundaries. This will affect the linear properties being electricity, telecommunications, television, cable and natural gas. Total requisition amount is \$530.01 for 2022.

2022 Non-Residential Linear Tax Rate	2021 Non-Residential Linear Tax Rate	Difference	Effect on Each \$100,000 of Non-Residential Linear Assessment Value
0.0766	0.0766	\$0.00	N/A

Aquatic Centre Debenture Tax Rate:

Funds are being collected for the Aquatic Centre Debenture payment. The Town has ensured that this is listed as a separate line on the tax notices so all property owners can see exactly what the cost is to them. As there was a slight increase in overall taxable assessment there is a slight decrease in this Tax Rate.

2022 Aquatic Centre Debenture Tax Rate	2021 Aquatic Centre Debenture Tax Rate	Difference	Effect on Each \$100,000 of Residential Assessment Value
0.5874	0.5964	0.0090 Decrease	\$0.90 Decrease

Attached is the summary of the Residential and Non-Residential historical tax rates from 2016 to 2022 **(Schedule A)**.

The Total Operating Revenue budget for 2022 is \$14,608,950.00 and the total Operating Expense budget is \$14,598,060.00 (excluding amortization expenses), for a surplus of \$10,890.00.

Attached are diagrams indicating the various sources of operating revenues **(Schedule B)**, operating expenses by department **(Schedule C)** and operating expenses by category **(Schedule D)**.

Schedule E provides a comparison of the Net Municipal Requirements between the 2021 and 2022 Budgets.

The total 2022 Capital Budget is \$7,612,223. The 2022 contribution from Operating to Capital is \$862,430. Attached is a listing of the 2022 Capital Budget Highlights for the major projects Council has approved for 2022 **(Schedule F)**.

2022 Operating and Capital Budgets

Attached is the listing of the individual budget lines for the operating and capital budgets **(Schedule G)**. The overall budget has a **surplus of \$10,890.00**, which can be used to offset any unplanned expenses.

The 2022 Capital Project Listing, including all sources of funding, is attached as **Schedule H**.

The 10 Year Capital Plan is attached as **Schedule I**.

2022 Capital and Operating Reserves

The 2022 Final Capital Reserves are attached as **Schedule J** and the 2022 Final Operating Reserves are attached as **Schedule K**.

3.0 Alternatives:

- 3.1 Council approve the proposed 2022 Operating and Capital Budgets, as presented.
- 3.2 Council provide Administration with further instructions regarding the proposed 2022 Operating and Capital Budgets.
- 3.3 Council tables the proposed 2022 Operating and Capital Budgets and instructs Administration to provide further information at the next Council Meeting.

4.0 Financial Implications:

2022 Operating and Capital Budget approval.

5.0 Interdepartmental Implications:

The various Departments would be required to adhere to the 2022 Operating and Capital Budgets.

6.0 Senior Government Implications:

Limited.

7.0 Political/Public Implications:

Municipal Property Tax Rate remains the same from 2021.

8.0 Attachments:

Schedule A - Summary of the Residential and Non-Residential historical tax rates from 2016 to 2022.

Schedule B – Operating Revenues by Category – Summary Diagram

Schedule C – Operating Expenses by Department – Summary Diagram

Schedule D – Operating Expenses by Category – Summary Diagram

Schedule E – 2021 and 2022 Comparison of Net Municipal Requirements

Schedule F – 2022 Capital Budget Highlights

Schedule G – 2022 Operating and Capital Budgets

Schedule H – 2022 Capital Project Listing With Funding

Schedule I – 10 Year Capital Plan

Schedule J – 2022 Final Capital Reserves

Schedule K – 2022 Final Operating Reserves

Recommendations

- a) That Council adopt the 2022 Operating Budget with Revenues of \$14,608,950.00 and Expenses of \$14,598,060.00, plus the amortization expense budget of \$1,955,000.00, for a surplus of \$10,890.00, as presented which includes maintaining the municipal portion of the residential, non-residential, farmland and machinery and equipment property tax rates for 2022 at the same level as in 2021.
- b) That Council adopt the 2022 Capital Budget with Revenues and Expenses Budgets totaling \$7,612,223.00, as presented.

(Original signed by the CAO)
Edward LeBlanc
CAO

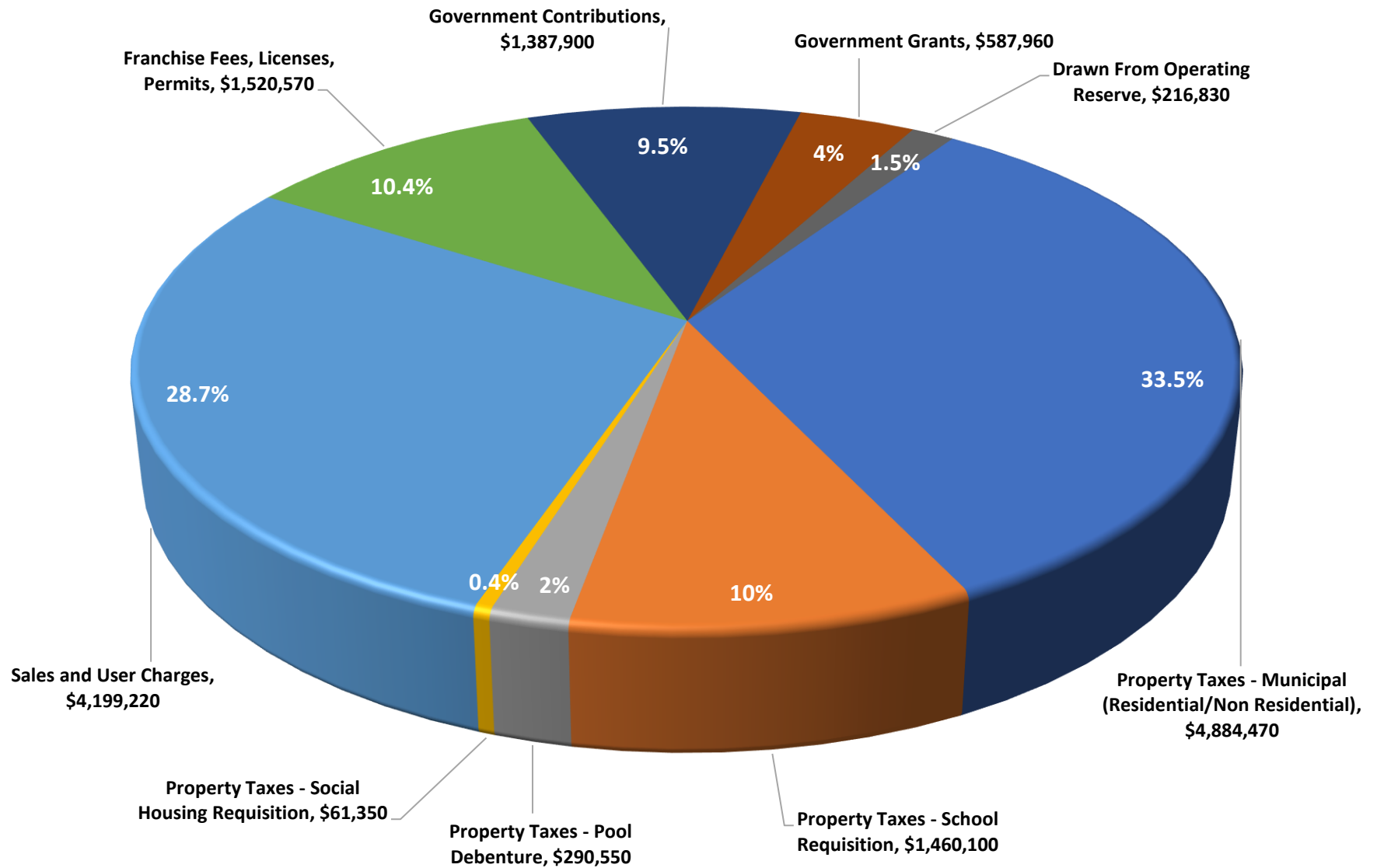
TOWN OF BARRHEAD PROPERTY TAX RATES

2016 to 2022 Proposed

							Proposed
<u>RESIDENTIAL & FARMLAND</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
MUNICIPAL							
General Operations of Council	7.9775	7.9775	8.2275	8.4775	8.4775	8.4775	8.4775
Aquatic Centre Debenture	0.5887	0.5824	0.5711	0.5683	0.5782	0.5964	0.5874
Cost of Requisitions	<u>0.0421</u>	<u>0.0000</u>	<u>0.0000</u>	<u>0.0000</u>	<u>0.0000</u>	<u>0.0000</u>	<u>0.0000</u>
TOTAL MUNICIPAL	8.6083	8.5599	8.7986	9.0458	9.0557	9.0739	9.0649
REQUISITIONS							
Alberta School Foundation Fund	2.4868	2.5761	2.6228	2.6349	2.6763	2.6831	2.6747
Barrhead & Dist. Social Housing	<u>0.1029</u>	<u>0.1117</u>	<u>0.1144</u>	<u>0.1146</u>	<u>0.1221</u>	<u>0.0435</u>	<u>0.1255</u>
TOTAL REQUISITIONS	2.5897	2.6878	2.7372	2.7495	2.7984	2.7266	2.8002
TOTAL TAX RATES	11.1980	11.2477	11.5358	11.7953	11.8541	11.8005	11.8651
							Proposed
<u>NON-RESIDENTIAL</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
MUNICIPAL							
General Operations of Council	13.5905	13.5905	13.8405	14.0905	14.0905	14.0905	14.0905
Aquatic Centre Debenture	0.5887	0.5824	0.5711	0.5683	0.5782	0.5964	0.5874
Cost of Requisitions	<u>0.0421</u>	<u>0.0000</u>	<u>0.0000</u>	<u>0.0000</u>	<u>0.0000</u>	<u>0.0000</u>	<u>0.0000</u>
TOTAL MUNICIPAL	14.2213	14.1729	14.4116	14.6588	14.6687	14.6869	14.6779
REQUISITIONS							
Alberta School Foundation Fund	3.5607	3.6055	3.6296	3.7474	3.9823	4.0989	4.0129
Barrhead & Dist. Social Housing	<u>0.1029</u>	<u>0.1117</u>	<u>0.1144</u>	<u>0.1146</u>	<u>0.1221</u>	<u>0.0435</u>	<u>0.1255</u>
TOTAL REQUISITIONS	3.6636	3.7172	3.7440	3.8620	4.1044	4.1424	4.1384
TOTAL TAX RATES	17.8849	17.8901	18.1556	18.5208	18.7731	18.8293	18.8163

Town of Barrhead Budget REVENUE SOURCES 2022 Operating Revenues by Category

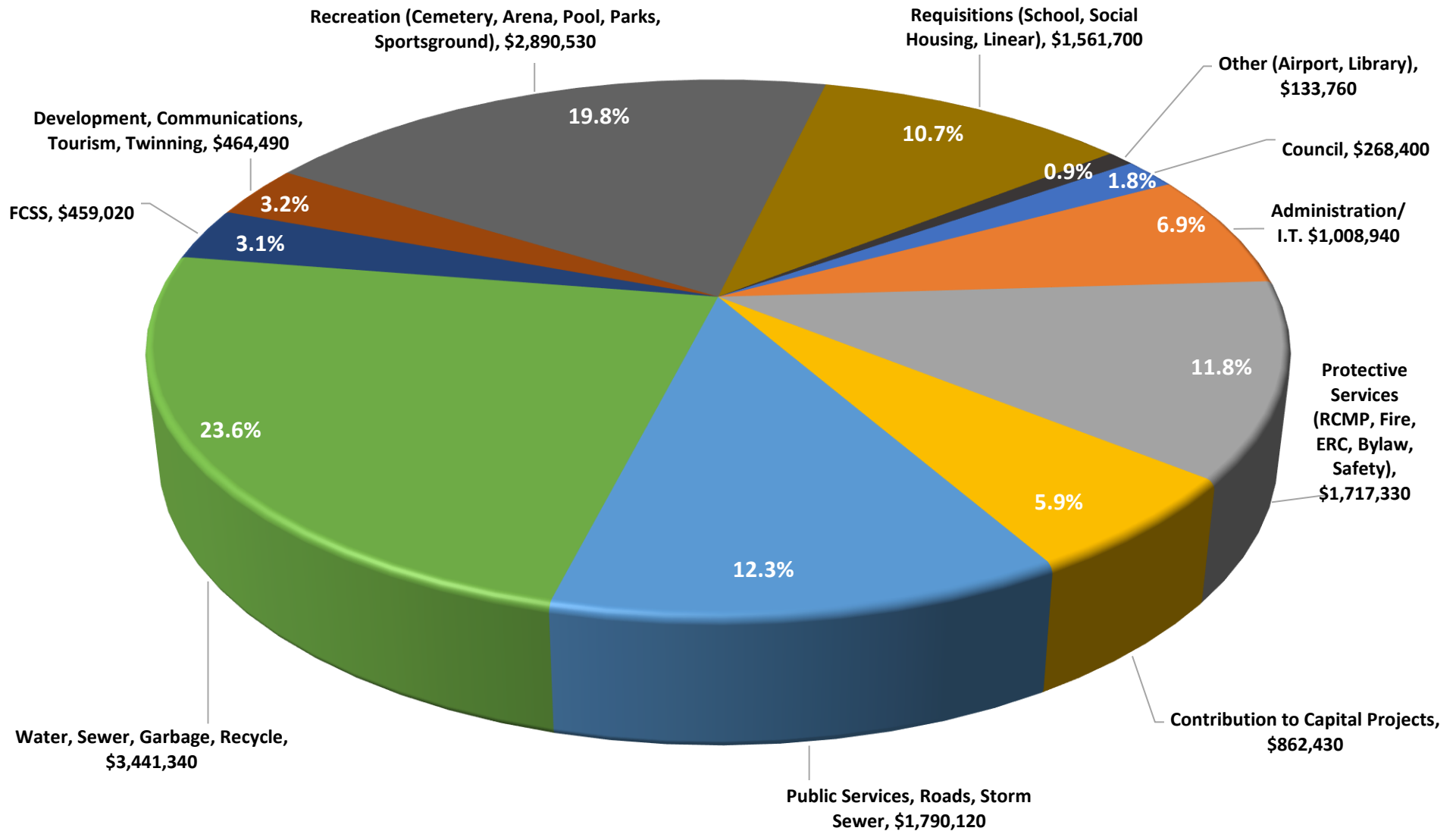
"Schedule B"



2022 TOTAL REVENUE BUDGET: 14,608,950

Town of Barrhead Budget OPERATING EXPENSES 2022 Operating Expenditures by Department

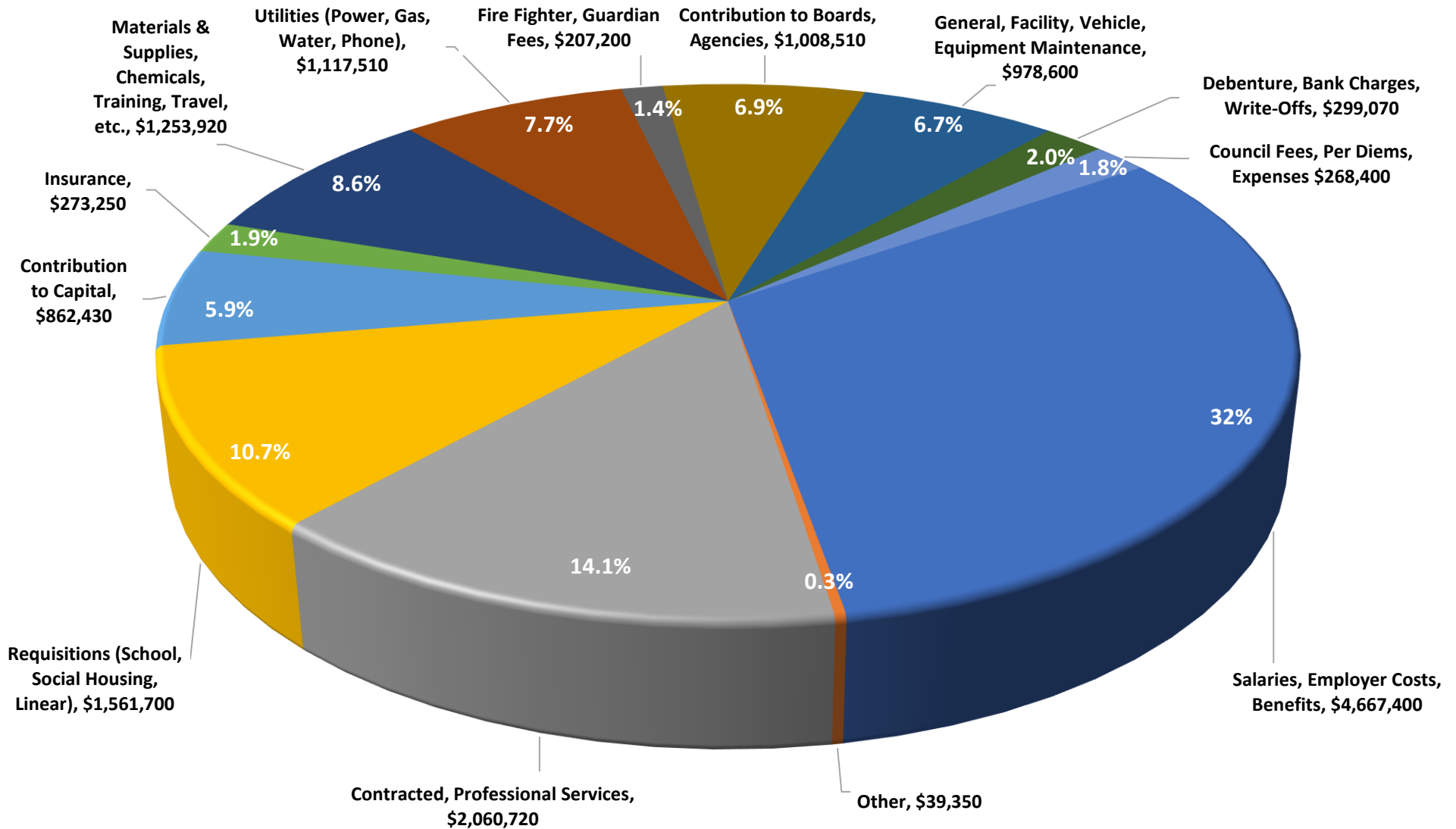
"Schedule C"



2022 TOTAL EXPENDITURES BUDGET: 14,598,060

Town of Barrhead Budget OPERATING EXPENSES 2022 Operating Expenditures by Category

"Schedule D"



2022 TOTAL EXPENDITURES BUDGET: 14,598,060

TOWN OF BARRHEAD
COMPARISON OF NET MUNICIPAL REQUIREMENTS
2021 BUDGET VS 2022 BUDGET

DEPARTMENT	2021 Budget	2022 Budget	Variance
Taxes	-6,580,380	-6,696,470	-116,090
Other	-830,000	-890,000	-60,000
Mayor	47,090	53,240	6,150
Council	176,560	213,160	36,600
Administration	813,320	846,090	32,770
Computer	95,000	90,000	-5,000
RCMP	81,510	136,360	54,850
Fire	0	0	0
ERC	25,210	25,310	100
Town Fire/Town ERC	360,710	367,800	7,090
Disaster Services	1,450	1,450	0
Bylaw	109,980	112,900	2,920
Safety	24,750	20,720	-4,030
Common Services	516,250	472,990	-43,260
Roads	1,068,970	1,126,770	57,800
Airport	22,520	30,490	7,970
Storm Sewer	25,940	25,800	-140
Water	-839,260	-803,660	35,600
BRWC	839,260	803,660	-35,600
Sewer	0	0	0
Trade Waste	0	0	0
Landfill	0	0	0
Recycle	0	0	0
New Landfill	39,430	30,430	-9,000
FCSS	61,000	75,100	14,100
Cemetery	26,990	15,420	-11,570
Development	114,850	114,550	-300
Communications	144,720	149,170	4,450
Subdivision	-80,000	0	80,000
Recreation Administration	271,360	283,030	11,670
Arena	273,160	234,250	-38,910
Pool	933,950	1,065,610	131,660
Parks	218,460	193,220	-25,240
Sportsground	70,750	53,800	-16,950
Rotary Park	-3,000	-10,450	-7,450
Bowling Alley	15,000	3,450	-11,550
Curling	22,210	19,880	-2,330
Walking Trail	40,440	43,580	3,140
Museum	500	520	20
Tourism	124,600	142,050	17,450
Twinning	3,550	3,550	0
Library	110,610	113,400	2,790
Requisition	1,519,870	1,561,700	41,830
Contingency/General	119,970	-39,760	-159,730
Total Net Financial Requirement	-12,700	-10,890	1,810

**TOWN OF BARRHEAD
2022 CAPITAL BUDGET SUMMARY**

PUBLIC WORKS DEPARTMENT, INCLUDING ROADS

- Purchase of Grader
- Town Shop Washroom Upgrades
- New Sidewalks
- 55 Street Overlay (between 59 Avenue and 60 Avenue)

WATER, SEWER, STORM SEWER, TRADE WASTE AND RECYCLE

- Bulk Water System Upgrade
- Industrial Park Water Reservoir Roof
- Main Lift Station Pump Rebuild
- New Garbage Truck
- Water Reservoir Industrial Park Pump System
- Lagoon Facility Roof and Variable Blower Drive
- Recycle Cardboard Bins

ADMINISTRATION, BYLAW ENFORCEMENT AND COMMUNICATIONS

- Computer Equipment Upgrades
- Administration Building Upgrades
- Traffic Speed Measurement Device
- Fibre Optics in Select Town Facilities

PARKS AND RECREATION

- Arena Ice Plant Retrofit
- Cemetery Columbarium
- Fencing Around Unmarked Cemetery Plots
- Inflatable Movie Screen
- Camera/Film Equipment
- Blue Heron Statue Repairs
- Concrete Behind Arena
- Labrynth Park Construction
- Bowling Alley Upgrades
- Walking Trail Bridge Repairs
- Aaron the Blue Heron Costume
- Godberson Room Roof Repairs
- New Flag Pole in front of Arena
- Defender Filters at Aquatic Centre
- Push Button Showers in Aquatic Centre
- Floating, Inflatable Obstacle Course at Aquatics Centre
- Purchase of ½ Ton Truck
- Skid Steer Blade
- New Skateboard Park
- Walking Trail Boardwalk Observation Decks
- Downtown/Industrial Enhancements

JOINT PROJECTS WITH COUNTY OF BARRHEAD, INCLUDING FIRE, LANDFILL AND AIRPORT

- Emergency Response Centre Training Facility
- Emergency Response Centre Flooring
- Cameras/Security System at Landfill
- Landfill Non-Compliance Rehab
- Airport Hangar Power Installation

2022 CAPITAL BUDGET \$ 7,612,223
(includes \$875,123 for additional contribution to reserves for future projects)

Town of Barrhead
2022 Operating Budgets - FINAL

REVENUES

Account Number	Account Description	2022 Budget
1-0101-111100	Taxes - Residential	-4,404,510
1-0101-111200	Taxes - Non-Residential	-2,052,600
1-0101-111300	Taxes - Machinery & Equipment	-16,520
1-0101-111400	Taxes - Farmland	-1,490
1-0101-119000	Taxes - Linear	-130,730
1-0101-123000	Taxes - Federal Grant In Lieu	-6,350
1-0101-124000	Taxes - Provincial Grant in Lieu	-84,270
1-0201-151100	Penalties & Costs on Taxes	-30,000
1-0201-154000	Concessions & Franchises	-860,000
1-1102-159001	Council - Reimbursement	-2,000
1-1201-141000	Administration - Sale of Goods & Services	-20,000
1-1201-141012	Administration - Assessment Complaint Fees	-100
1-1201-149001	Administration - Computer Purch Paym't	-6,000
1-1201-152000	Administration - Business Licenses	-39,000
1-1201-156000	Administration - Rentals/ Leases/ Encroach	-4,600
1-1201-159000	Administration - Revenues From Own Source	-3,000
1-1201-159003	Administration - Reserve Fund/Donation Rev.	-150
1-2101-156000	RCMP - Building Rent	-43,500
1-2301-141000	Fire - Revenue Sale of Air/Misc	-150
1-2301-141013	Fire - Mutual Aid Fees	-2,500
1-2301-141014	Fire - Fire Fighting Fees - Other	-2,000
1-2301-141018	Fire - Rescue Services	-44,000
1-2301-159001	Fire - Reimbursements (Misc/WCB)	-1,000
1-2301-185000	Fire - County - Fire Fighting Fees	-150,000
1-2301-185002	Fire - Operational Contribution - County	-297,050
1-2301-185003	Fire - Town - Fire Fighting Fees	-35,000
1-2301-185004	Fire - Town - Dispatch/Equip	-9,750
1-2301-185005	Fire - Operational Contribution - Town	-297,050
1-2301-185006	Fire - County - Ambulance Assists	-25,000

Account Number	Account Description	2022 Budget
1-2301-185007	Fire - Town - Ambulance Assists	-20,000
1-2301-185008	Fire - County - Guardian/Dispatch/Equip	-26,900
1-2303-185000	ERC - County Contrib. - Operating	-25,310
1-2305-141015	Town Fire - Other Revenues	-1,500
1-2401-159004	Disaster Services - Revenues	-50
1-2601-141016	Bylaw - Weed Control Revenue	-200
1-2601-152100	Bylaw - Dog Licenses	-1,500
1-2601-152101	Bylaw - Cat Licenses	-500
1-2601-153001	Bylaw - Parking Fines/Bylaw Enf.	-24,000
1-2601-153002	Bylaw - Dog Bylaw Violate/Pound Fees	-500
1-2601-153003	Bylaw - Cat Bylaw Violate/Pound Fees	-100
1-2701-192500	Safety - Transfer from Operating Reserve	-25,000
1-2702-184000	Public Health - Provincial Grants	-19,730
1-2702-192500	Public Health - Transfer from Operating Res	-8,000
1-3101-141000	Common Services - Sale Materials/Supplies	-500
1-3101-141002	Common Services - Sale of Service General	-22,000
1-3101-159001	Common Services - Reimbursements	-6,500
1-3201-184001	Roads - Prov. MSI Op. Grant	-76,460
1-3201-192500	Roads - From Operating Reserve	-66,000
1-4101-141000	Water - Sale of Materials	-500
1-4101-141001	Water - Sale of Service (Bills)	-1,775,000
1-4101-141002	Water - Sale of Service/Repairs	-500
1-4101-141003	Water - Sale of Service (Bulk)	-90,000
1-4101-141005	Water - Turn On/Off Fee	-500
1-4101-141007	Water - Bulk Water Set Up Charge	-500
1-4101-141100	Water - BRWC - Oper. Sale of Serv	-706,170
1-4101-156000	Water - BRWC Asset Lease	-87,130
1-4101-159001	Water - Reimbursements	-100
1-4101-159002	Water - Penalties	-6,500
1-4101-184016	Water - BRWC - Provincial Grant-ACP Grant	-97,490
1-4201-141001	Sewer - Sale of Service (Bills)	-621,250
1-4201-141002	Sewer - Sale of Service/Repairs	-750
1-4301-141000	Trade Waste - Sale of Bins	-500

Account Number	Account Description	2022 Budget
1-4301-141001	Trade Waste - Sale Service (Bills)	-251,670
1-4302-141001	Landfill - Sale of Service (Town Bills)	-77,110
1-4302-159004	Landfill - Recycle/Other Revenue	-4,760
1-4302-159006	Landfill - Tipping Fees Revenue	-112,030
1-4302-185000	Landfill - County Contrib. - Operating	-77,110
1-4303-141001	Recycle - Sale of Service (Bills)	-201,870
1-4303-141015	Recycle - Other Recycle Product Revenue	-15,000
1-4304-156000	New Landfill - Land Rental	-4,500
1-5101-184000	FCSS - Provincial Grant	-315,420
1-5101-185000	FCSS - County Contribution	-68,500
1-5601-141000	Cemetery - Sale of Plots, Etc.	-4,200
1-5601-141019	Cemetery - Plot Perpetual Care	-1,400
1-5601-141033	Cemetery - Columbarium Niche Sale	-5,000
1-6101-141000	Development - Compliance Certificate	-2,000
1-6101-152500	Development - Development Application	-2,500
1-6101-152501	Development - Appeal Fee	-200
1-6101-152502	Development - Rezoning Fees	-800
1-6101-192500	Development - From Operating Reserve	-8,000
1-6201-192500	Communications - Drawn From Operating Reserv	-10,000
1-7201-141023	Recreation Admin. - Programs General	-5,000
1-7201-141024	Recreation Admin. - Summer Programs	-20,000
1-7201-141026	Recreation Admin. - Chall. Soccer Camp Rev.	-50
1-7201-141101	Recreation Admin. - Admin. Fee	-50
1-7201-156000	Recreation Admin. - Miscellaneous Rental	-4,000
1-7201-156006	Recreation Admin. - Ball Diamond Rental	-2,000
1-7201-159003	Recreation Admin. - Summer Donations	-1,000
1-7201-159005	Recreation Administration - Insurance Reimb.	-1,000
1-7201-183002	Recreation Admin. - S.C.P / Canada Day Grant	-2,400
1-7201-185000	Recreation Admin. - County Contribution	-25,000
1-7201-192500	Recreation Admin. - From Operating Reserve	-4,080
1-7202-141017	Arena - Vending Machine Revenue	-250
1-7202-156001	Arena - Godberson Rotary Rental	-15,000
1-7202-156002	Arena - Rental Facility/Storage Rental	-2,500

Account Number	Account Description	2022 Budget
1-7202-156003	Arena - Kitchen Rental	-5,000
1-7202-156004	Arena - Ice Rental	-185,000
1-7202-156005	Arena - Advertising Signs	-9,000
1-7202-156007	Arena - Upstairs Rental	-27,300
1-7202-159001	Arena - Reimburse/Misc.	-2,500
1-7202-159003	Arena - Donations/Fundraise	-100
1-7202-159005	Arena - Facility Insurance Reimb.	-500
1-7202-185000	Arena - County Contribution	-155,000
1-7202-192500	Arena - From Operating Reserve	-2,000
1-7203-141000	Pool - Pro Shop	-6,000
1-7203-141004	Pool - Lessons 15 & Older	-9,000
1-7203-141008	Pool - Passes 10 Pack	-30,000
1-7203-141009	Pool - Leadership Training	-2,500
1-7203-141011	Pool - School/Swim Club	-25,000
1-7203-141017	Pool - Vending Machine Revenue	-500
1-7203-141028	Pool - Monthly Passes/Membersh	-60,000
1-7203-141029	Pool - Lessons 14 & Under	-45,000
1-7203-141030	Pool - Paying Public, Drop-In	-125,000
1-7203-156000	Pool - Rental Facility	-10,000
1-7203-185000	Pool - County Contribution	-155,000
1-7203-192500	Pool - From Operating Reserve	-10,000
1-7204-156000	Parks - Soccer Field Rental	-500
1-7204-159001	Parks - General Rev./ Reimburse	-9,100
1-7204-184001	Parks - MSI Op. Prov. Grant	-76,460
1-7204-185000	Parks - County Contribution	-4,000
1-7204-192500	Parks - From Operating Reserve	-3,000
1-7205-192500	Sportsground - From Operating Reserve	-8,000
1-7206-141031	Rotary - Camping Fees	-18,000
1-7207-159005	Bowling Alley - Insurance/Misc.	-3,450
1-7209-156000	Curling - Rent	-200
1-7209-185000	Curling - County Contribution	-13,680
1-7210-192500	Walking Trail - From Operating Reserve	-10,000
1-7401-159004	Tourism - Revenue	-7,500

Account Number	Account Description	2022 Budget
1-7401-192500	Tourism - From Operating Reserve	-20,620
1-7402-185000	Twinning - County Contribution	-3,550
1-9701-192500	Contingency - From Operating Reserve	<u>-42,130</u>
Total Revenues		-14,608,950

EXPENSES

2-1101-213200	Mayor - AUMA/CPP Benefits	1,900
2-1101-213600	Mayor - Workers Compensation	600
2-1101-215100	Mayor - Fees McKenzie	40,080
2-1101-215200	Mayor - Fees McKenzie Conv/Misc	3,500
2-1101-221100	Mayor - Conv Reg/Travel/Sub McKenzie	6,500
2-1101-221700	Mayor - Telephone Expenses	660
2-1102-213200	Council - AUMA/CPP Benefits	5,800
2-1102-213600	Council - Workers Compensation	2,000
2-1102-215100	Fees - Council	153,360
2-1102-215200	Fees Conv/Misc - Council	18,000
2-1102-221101	Conv RegTravel/Sub - Assaf, Cr. Ty	6,000
2-1102-221102	Conv Reg/Travel/Sub - Kluin, Cr. Dausen	6,000
2-1102-221103	Conv RegTravel/Sub - Klumph, Cr. Rod	6,000
2-1102-221105	Conv Reg/Travel/Sub - Smith, Cr. Don	6,000
2-1102-221112	Conv RegTravel/Sub - Oswald, Cr. Anthony	6,000
2-1102-221113	Conv RegTravel/Sub - Sawatzky, Cr. Dave	6,000
2-1201-211000	Administration - Salaries	572,640
2-1201-213100	Administration - Local Authorities Pension P	71,210
2-1201-213200	Administration - Canada Pension Plan	20,850
2-1201-213300	Administration - Employment Insurance	5,730
2-1201-213500	Administration - AUMA Benefits	34,290
2-1201-213600	Administration - Workers Compensation	6,880
2-1201-214800	Administration - Training & Development	2,500
2-1201-221100	Administration - Travel & Subsistance	2,500
2-1201-221400	Administration - Memberships	9,000

Account Number	Account Description	2022 Budget
2-1201-221500	Administration - Freight	500
2-1201-221600	Administration - Postage	7,200
2-1201-221700	Administration - Telephone	12,500
2-1201-221800	Administration - Car Allowance	4,130
2-1201-222000	Administration - Advert/Subscr. Admin/Counci	4,000
2-1201-223100	Administration - Auditor	15,000
2-1201-223200	Administration - Legal/Prof. Fees	3,000
2-1201-223301	Administration - Assessment Review Board	1,000
2-1201-223302	Administration - Assessor	46,000
2-1201-223900	Administration - Printing	3,500
2-1201-225200	Administration - Building Maintenance	6,500
2-1201-225300	Administration - Equipment Maintenance	32,750
2-1201-225900	Administration - Contract Custodial	7,650
2-1201-226300	Administration - Alarm Lease	300
2-1201-227400	Administration - Insurance	6,550
2-1201-234100	Administration - Land Registrations/Search	500
2-1201-251000	Administration - Office Supplies Admin/Counc	8,600
2-1201-251001	Administration - Janitor Supplies	2,000
2-1201-251003	Administration - Meeting Expenses	7,500
2-1201-251039	Administration - Penny Adj. Expense	10
2-1201-251200	Administration - Health & Wellness	1,600
2-1201-254100	Administration - Town Utilities	1,150
2-1201-254300	Administration - Gas Utilities	3,250
2-1201-254400	Administration - Power Utilities	9,000
2-1201-258000	Administration - Computer Purch. Prog.	6,000
2-1201-276400	Administration - Add to Operating Reserve	150
2-1201-281000	Administration - Bank Charges and Interest	2,500
2-1201-292200	Administration - Cancel Uncollected Accounts	500
2-1201-295000	Administration - TCA Amort. Exp.	63,000
2-1202-221700	Computer - Internet Service	11,500
2-1202-224001	Computer - IT Maintenance, Materials	11,500
2-1202-224002	Computer - Software/Hardware Support	23,000
2-1202-224100	Computer - GIS Software	20,000

Account Number	Account Description	2022 Budget
2-1202-251000	Computer - Materials & Supplies	24,000
2-2101-223001	RCMP - Contract Services	135,360
2-2101-225200	RCMP - Building Maintenance	5,500
2-2101-225300	RCMP - Equipment Maintenance	400
2-2101-225900	RCMP - Contract Custodial	12,500
2-2101-227400	RCMP - Insurance	5,100
2-2101-251000	RCMP - Materials & Supplies General	200
2-2101-251001	RCMP - Janitor Supplies	1,200
2-2101-254100	RCMP - Town Utilities	1,100
2-2101-254300	RCMP - Gas Utilities	4,500
2-2101-254400	RCMP - Power Utilities	13,000
2-2101-277000	RCMP - Contribution to Victim Services	1,000
2-2101-295000	RCMP - TCA Amort. Exp.	17,100
2-2301-211000	Fire - Salaries	260,000
2-2301-213001	Fire - AUMA Fire Fighter Insurance Benefits	1,500
2-2301-213100	Fire - Local Authorities Pension Plan	28,000
2-2301-213200	Fire - Canada Pension Plan	13,500
2-2301-213300	Fire - Employment Insurance	7,100
2-2301-213500	Fire - AUMA Benefits	21,000
2-2301-213600	Fire - Workers Compensation	5,200
2-2301-214800	Fire - Training & Development	35,000
2-2301-215900	Fire - Firefighters Salaries	193,700
2-2301-215902	Fire - Guardians	7,000
2-2301-221100	Fire - Travel & Subsistance, Mileage	7,500
2-2301-221110	Fire - Mileage/Internet (Guardians) - County	6,500
2-2301-221400	Fire - Memberships/Conference Fee	2,800
2-2301-221500	Fire - Freight	500
2-2301-221600	Fire - Postage	350
2-2301-221700	Fire - Telephone	10,000
2-2301-222000	Fire - Advertising/Subscriptions	500
2-2301-223200	Fire - Legal	4,000
2-2301-223600	Fire - Town Dispatch Contract	9,750
2-2301-223601	Fire - County Dispatch Contract	13,400

Account Number	Account Description	2022 Budget
2-2301-224001	Fire - IT Maintenance, Materials, Supplies	13,600
2-2301-225300	Fire - Equipment Maintenance General	4,500
2-2301-225304	Fire - 2015 Hazmat Trailer	500
2-2301-225501	Fire - 1950 Mercury Fire Truck	100
2-2301-225505	Fire - 2014 Kenworth Water Tender	2,500
2-2301-225506	Fire - 2007 Pierce Platform Tower 6	34,500
2-2301-225507	Fire - 2020 Rapid Attack Truck (RAT)	1,500
2-2301-225508	Fire - 2011 Freightliner Fire Truck	5,000
2-2301-225509	Fire - 2012 Polaris 6 X 6, Trailer	3,700
2-2301-225511	Fire - 2019 Dodge	4,000
2-2301-225512	Fire - 2014 Dodge 3/4 Ton Truck	4,000
2-2301-225533	Fire - 2006 Freightliner M2 Truck	500
2-2301-225534	Fire - 2008 Freightliner Tanker	4,500
2-2301-225537	Fire - 2021 Fort Garry Fire Engine	5,500
2-2301-225900	Fire - Contracted Service - Town Admin.	15,000
2-2301-226301	Fire - Hired Equipment - Town	500
2-2301-226302	Fire - Hired Equipment - County	500
2-2301-226303	Fire - Equipment Lease - SCBA	26,150
2-2301-227102	Fire - Radio License	1,300
2-2301-227400	Fire - Insurance	29,000
2-2301-251000	Fire - Materials & Supplies General	7,000
2-2301-251004	Fire - Communication Repair & Maintenance	8,000
2-2301-251005	Fire - Air Cylinders/SCBA Packs	9,000
2-2301-251006	Fire - Equip. Replace - Hoses, Nozzles, Foam	12,000
2-2301-251007	Fire - Equip. Replace - Turn Out Gear, Etc.	36,000
2-2301-251008	Fire - Fire Preven Material & Supplies	3,000
2-2301-251009	Fire - Public Safety Materials & Suppl.	700
2-2301-251010	Fire - Firefighter/Business Apprec.	2,500
2-2301-251011	Fire - Bulk Water For Trucks	4,100
2-2301-251012	Fire - Rescue Materials & Supplies	7,500
2-2301-251013	Fire - Uniforms	10,500
2-2301-251200	Fire - Personal Prot. Equip/Health & Wellnes	950
2-2301-251500	Fire - Gasoline/Diesel	25,000

Account Number	Account Description	2022 Budget
2-2301-295000	Fire - TCA Amort. Exp.	145,000
2-2303-225100	ERC - Grounds Maintenance	2,500
2-2303-225200	ERC - Building Maintenance General	10,000
2-2303-225900	ERC - Custodial Contract	9,300
2-2303-226300	ERC - Alarm Lease	320
2-2303-227400	ERC - Building & Liability Insurance	8,500
2-2303-251000	ERC - Materials & Supplies General	1,500
2-2303-251001	ERC - Janitor/Cleaning Supplies	1,000
2-2303-254100	ERC - Town Utilities	1,300
2-2303-254300	ERC - Gas Utilities	5,700
2-2303-254400	ERC - Power Utilities	10,500
2-2303-295000	ERC - TCA Amortization Expense	4,000
2-2305-275001	Town Fire - Dispatch/Equip. to Reg. Dept.	9,750
2-2305-275002	Town Fire - Fire Fighting to Reg. Dept.	352,050
2-2305-276200	Town Fire - Contribution to Capital - Town P	7,500
2-2401-251000	Disaster Services - Materials & Supplies	1,500
2-2401-295000	Disaster Services-TCA Amortization Expense	400
2-2601-211000	Bylaw - Comm. Peace Salaries	88,880
2-2601-213100	Bylaw - Comm. Peace Local Auth. Pension	8,550
2-2601-213200	Bylaw - Comm. Peace Canada Pension	3,500
2-2601-213300	Bylaw - Comm. Peace Employment Ins.	1,040
2-2601-213500	Bylaw - Comm. Peace AUMA Benefits	6,460
2-2601-213600	Bylaw - Workers Compensation	970
2-2601-214800	Bylaw - Training & Development	1,500
2-2601-220000	Bylaw - Dog Pound Expenses	500
2-2601-221100	Bylaw - Travel & Subsistance	1,500
2-2601-221400	Bylaw - Memberships	350
2-2601-221700	Bylaw - Telephone	850
2-2601-222000	Bylaw - Advertising	1,600
2-2601-223200	Bylaw - Legal	4,000
2-2601-224001	Bylaw - IT Maintenance, Materials, Supplies	5,600
2-2601-225554	Bylaw - 2018 Dodge Durango	3,300
2-2601-227400	Bylaw - Insurance	3,300

Account Number	Account Description	2022 Budget
2-2601-251000	Bylaw - Materials & Supplies	1,500
2-2601-251200	Bylaw - Personal Protec/Health & Wellness	2,500
2-2601-251500	Bylaw - Gasoline	3,800
2-2601-295000	Bylaw - TCA Amort. Exp.	11,500
2-2701-211000	Safety - Salaries	14,330
2-2701-213100	Safety - Local Authorities Pension Plan	1,210
2-2701-213200	Safety - Canada Pension Plan	770
2-2701-213300	Safety - Employment Insurance	170
2-2701-213500	Safety - AUMA Benefits	1,530
2-2701-213600	Safety - Workers Compensation	160
2-2701-214800	Safety - Training & Development	1,000
2-2701-221100	Safety - Travel & Subsistence	750
2-2701-221400	Safety - Memberships	100
2-2701-222000	Safety - Advertising	200
2-2701-225900	Safety - Contracted Services	25,000
2-2701-251000	Safety - Materials & Supplies	500
2-2702-226305	Public Health - Rental Medical Prof	8,000
2-2702-251000	Public Health - Materials & Supplies	19,730
2-3101-211000	Common Services - Salaries	182,490
2-3101-213100	Common Services - Local Authorities Pension	16,950
2-3101-213200	Common Services - Canada Pension Plan	7,790
2-3101-213300	Common Services - Employment Insurance	2,070
2-3101-213500	Common Services - AUMA Benefits	13,930
2-3101-213600	Common Services - Workers Compensation	1,980
2-3101-214800	Common Services - Training & Development	2,500
2-3101-221100	Common Services - Travel & Subsistence	1,000
2-3101-221500	Common Services - Freight	500
2-3101-221600	Common Services - Postage	200
2-3101-221700	Common Services - Telephone	6,350
2-3101-223200	Common Services - Legal	500
2-3101-224001	Common Services - IT Maintenance, Materials,	11,700
2-3101-225200	Common Services - Shop Repairs/Maint.	8,000
2-3101-225300	Common Services - Equipment Maintenance	7,000

Account Number	Account Description	2022 Budget
2-3101-225314	Common Services - 2006 Miller Welder /Traile	100
2-3101-225315	Common Services - 2012 Bomag Packer	500
2-3101-225316	Common Services - 2020 Global Sweeper	10,500
2-3101-225317	Common Services - 2015 John Deere 301 SK Bac	1,500
2-3101-225319	Common Services - 2008 John Deere Tractor	6,000
2-3101-225321	Common Services - Atlas Air Compressor	250
2-3101-225326	Common Services - 2018 John Deere Skid Steer	3,400
2-3101-225327	Common Services - 2005 Daewoo Fork Lift	350
2-3101-225330	Common Services - 1999 John Deere Loader 544	3,200
2-3101-225331	Common Services - 2012 John Deere Loader	3,500
2-3101-225334	Common Services - Snowblower RPM Unit	6,000
2-3101-225386	Common Services - 2015 Gen Set	500
2-3101-225387	Common Services - 2014 Woodsman Chipper	2,000
2-3101-225388	Common Services - 2005 Volvo Grader	9,000
2-3101-225389	Common Services - 2004 Articulated Manlift	2,000
2-3101-225523	Common Services - 2020 SWS Trailer	500
2-3101-225541	Common Services - 2010 Chev 1/2 Ton Truck	1,500
2-3101-225542	Common Services - 2015 GMC Sierra 1/2 Ton	1,500
2-3101-225543	Common Services - 2017 GMC Sierra 1/2 Ton 4X4	1,000
2-3101-225545	Common Services - 2018 Dodge Ram 1500 1/2 Ton	2,400
2-3101-225548	Common Services - 2020 Ford 1/2 Ton	2,400
2-3101-225549	Common Services - 2021 Chev 1/2 Ton	1,000
2-3101-225553	Common Services - 1981 Chev Sewer Truck	3,000
2-3101-225557	Common Services - 2007 GMC Cube Van	2,000
2-3101-225560	Common Services - 2006 GMC 3/4 Ton	3,400
2-3101-225563	Common Services - 2013 Chev Silverado 1/2 Ton	1,500
2-3101-225571	Common Services - 2007 Freightliner Truck	5,500
2-3101-225572	Common Services - 2007 Freightliner Truck	3,000
2-3101-225573	Common Services - 2009 Freightliner Truck	10,700
2-3101-225577	Common Services - 2019 Freightliner Tandem T	9,700
2-3101-225900	Common Services - Custodial Contract	8,300
2-3101-226300	Common Services - Alarm Lease	320
2-3101-227102	Common Services - Radio License	1,160

Account Number	Account Description	2022 Budget
2-3101-227400	Common Services - Insurance	24,750
2-3101-251000	Common Services - Materials & Supplies	13,000
2-3101-251200	Common Services - Personal Prot. Equip/Healt	8,500
2-3101-251500	Common Services - Gasoline/Diesel/Grease	33,000
2-3101-254100	Common Services - Town Utilities	2,700
2-3101-254300	Common Services - Gas Utilities	12,000
2-3101-254400	Common Services - Power Utilities	28,000
2-3101-276200	Common Services - Contribution to Capital	6,900
2-3101-276400	Common Services - Add to Operating Reserve	2,500
2-3101-295000	Common Services - TCA Amort. Exp.	196,000
2-3201-211000	Roads - Salaries	491,630
2-3201-213100	Roads - Local Authorities Pension Plan	39,780
2-3201-213200	Roads - Canada Pension Plan	22,060
2-3201-213300	Roads - Employment Insurance	5,740
2-3201-213500	Roads - AUMA Benefits	32,510
2-3201-213600	Roads - Workers Compensation	5,360
2-3201-214800	Roads - Training & Development	1,500
2-3201-221100	Roads - Travel & Subsistance	750
2-3201-222000	Roads - Advertising	900
2-3201-223200	Roads - Legal	500
2-3201-223300	Roads - Engineering	1,000
2-3201-225101	Roads - Street Repair/Maintenance	28,000
2-3201-225102	Roads - Sidewalk Repair Maintenance	150,000
2-3201-225103	Roads - Traffic Sign Repair Maintenanc	6,000
2-3201-225900	Roads - Snow Haul/Contract Services	7,500
2-3201-251000	Roads - Materials & Supplies General	4,500
2-3201-251015	Roads - Gravel/Asphalt/Oil Etc.	238,500
2-3201-251500	Roads - Gasoline/Diesel/Oil/Grease	31,000
2-3201-254400	Roads - Street Light Utilities	202,000
2-3201-295000	Roads - TCA Amort. Exp.	265,000
2-3301-275000	Airport - Contribution to County	17,990
2-3301-276200	Airport - Contribution to Capital	12,500
2-3301-295000	Airport - TCA Amort. Exp.	5,000

Account Number	Account Description	2022 Budget
2-3701-211000	Storm Sewer - Salaries	16,620
2-3701-213100	Storm Sewer - Local Authorities Pension Plan	1,430
2-3701-213200	Storm Sewer - Canada Pension Plan	720
2-3701-213300	Storm Sewer - Employment Insurance	190
2-3701-213500	Storm Sewer - AUMA Benefits	1,170
2-3701-213600	Storm Sewer - Workers Compensation	170
2-3701-225000	Storm Sewer - Repairs & Maintenance	5,000
2-3701-251000	Storm Sewer - Materials & Supplies	500
2-3701-295000	Storm Sewer - TCA Amort. Exp.	24,100
2-4101-211000	Water - Salaries	112,760
2-4101-213100	Water - Local Authorities Pension	9,760
2-4101-213200	Water - Canada Pension Plan	4,610
2-4101-213300	Water - Employment Insurance	1,300
2-4101-213500	Water - AUMA Benefits	8,240
2-4101-213600	Water - Workers Compensation	1,220
2-4101-214800	Water - Training & Development	1,000
2-4101-221100	Water - Travel & Subsistence	1,100
2-4101-221500	Water - Freight	750
2-4101-221600	Water - Postage	4,600
2-4101-221700	Water - Telephone	5,000
2-4101-221701	Water - Alberta First Call	1,000
2-4101-223001	Water - BRWC Contracted Serv.	1,327,200
2-4101-223200	Water - Legal	500
2-4101-223300	Water - Engineering	500
2-4101-223900	Water - Utility Bill Printing	1,500
2-4101-224001	Water - IT Maintenance and Materials	3,910
2-4101-225107	Water - Repair/Maintenance Distribution	63,000
2-4101-225108	Water - Meter Changeover/Software	8,000
2-4101-225200	Water - Repair/Maintenance Facilities	3,000
2-4101-225525	Water - 2010 Dodge 1/2 Ton	2,500
2-4101-225562	Water - 2012 Ford 1/2 Ton Truck	3,900
2-4101-227400	Water - Insurance	15,750
2-4101-251000	Water - Materials & Supplies General	2,200

Account Number	Account Description	2022 Budget
2-4101-251002	Water - Materials/Supply Facilities	300
2-4101-251200	Water - Personal Prot. Equip	800
2-4101-251500	Water - Gasoline & Oil	3,900
2-4101-253100	Water - Chemicals & Salts	200
2-4101-254300	Water - Gas Utilities	4,000
2-4101-254400	Water - Power Utilities	24,000
2-4101-276200	Water - Contribution to Capital	343,230
2-4101-292200	Water - Utility Billing Write Off	1,000
2-4101-295000	Water - TCA Amort. Exp.	220,000
2-4102-211000	Water (BRWC) - Salaries	184,500
2-4102-213100	Water (BRWC) - Local Authorities Pension	17,400
2-4102-213200	Water (BRWC) - Canada Pension Plan	6,700
2-4102-213300	Water (BRWC) - Employment Insurance	2,200
2-4102-213500	Water (BRWC) - AUMA Benefits	12,300
2-4102-213600	Water (BRWC) - Workers Compensation	2,400
2-4102-214800	Water (BRWC) - Training & Development	3,000
2-4102-221100	Water (BRWC) - Travel & Subsistence	1,500
2-4102-221400	Water (BRWC) - Memberships	200
2-4102-221500	Water (BRWC) - Freight	8,000
2-4102-221600	Water (BRWC) - Postage	250
2-4102-221700	Water (BRWC) - Telephone	4,000
2-4102-223001	Water (BRWC) - Prof. Contracted Serv (Infras Pln	97,490
2-4102-223300	Water (BRWC) - Engineering/Legal	10,000
2-4102-224001	Water (BRWC) - IT Maintenance, Materials	6,000
2-4102-225109	Water (BRWC) - Repair/Maint. Distribution	2,000
2-4102-225200	Water (BRWC) - Repair/Maint. Facilities	22,000
2-4102-225900	Water (BRWC) - Contracted Service (Weir)	3,000
2-4102-226300	Water (BRWC) - Alarm Lease	320
2-4102-227400	Water (BRWC) - Insurance	70,000
2-4102-251000	Water (BRWC) - Materials & Sup. General	5,000
2-4102-251002	Water (BRWC) - Materials/Supply Facilities	3,000
2-4102-251200	Water (BRWC) - Personal Prot. Equip/Health &	1,200
2-4102-251500	Water (BRWC) - Gasoline, Diesel, Oil, Grease	1,200

Account Number	Account Description	2022 Budget
2-4102-253100	Water (BRWC) - Chemicals & Salts	125,000
2-4102-254300	Water (BRWC) - Gas Utilities	52,000
2-4102-254400	Water (BRWC) - Power Utilities	160,000
2-4102-276200	Water (BRWC) - Contribution to Capital	3,000
2-4201-211000	Sewer - Salaries	86,710
2-4201-213100	Sewer - Local Authorities Pension	7,700
2-4201-213200	Sewer - Canada Pension Plan	3,520
2-4201-213300	Sewer - Employment Insurance	960
2-4201-213500	Sewer - AUMA Benefits	6,070
2-4201-213600	Sewer - Workers Compensation	940
2-4201-214800	Sewer - Training & Development	500
2-4201-221100	Sewer - Travel & Subsistence	700
2-4201-221600	Sewer - Postage	2,450
2-4201-221700	Sewer - Telephone	3,500
2-4201-221701	Sewer - Alberta First Call	1,000
2-4201-223300	Sewer - Engineering/Legal	500
2-4201-223900	Sewer - Utility Bill Printing	1,100
2-4201-225110	Sewer - Repair/Maintenance Collection	62,000
2-4201-225200	Sewer - Repair/Maintenance Facilities	15,000
2-4201-226300	Sewer - Alarm Lease	360
2-4201-227400	Sewer - Insurance	6,000
2-4201-251002	Sewer - Materials/Supplies Facilities	4,000
2-4201-251016	Sewer - Public Education Programs	500
2-4201-251500	Sewer - Gasoline & Oil	2,000
2-4201-254300	Sewer - Gas Utilities	5,600
2-4201-254400	Sewer - Power Utilities	100,000
2-4201-276200	Sewer - Contribution to Capital	309,890
2-4201-292200	Sewer - Utility Billing Writeoff	1,000
2-4201-295000	Sewer - TCA Amort. Exp.	270,000
2-4301-211000	Trade Waste - Salaries	107,920
2-4301-213100	Trade Waste - Local Authorities Pension	9,550
2-4301-213200	Trade Waste - Canada Pension Plan	5,160
2-4301-213300	Trade Waste - Employment Insurance	1,200

Account Number	Account Description	2022 Budget
2-4301-213500	Trade Waste - AUMA Benefits	9,160
2-4301-213600	Trade Waste - Workers Compensation	1,180
2-4301-221600	Trade Waste - Postage	1,650
2-4301-222000	Trade Waste - Advertising	1,000
2-4301-223900	Trade Waste - Utility Bill Printing	1,000
2-4301-225570	Trade Waste - 2021 Peterbuilt Garbage Truck	6,000
2-4301-225575	Trade Waste - 2012 International Garbage Tru	10,700
2-4301-225576	Trade Waste - 2019 Peterbuilt Garbage Truck	15,000
2-4301-227400	Trade Waste - Insurance	4,200
2-4301-251000	Trade Waste - Materials & Supplies	1,000
2-4301-251017	Trade Waste - Garbage Bins	7,000
2-4301-251200	Trade Waste - Personal Prot. Equip/Health &	950
2-4301-251500	Trade Waste - Gasoline & Diesel	24,500
2-4301-276200	Trade Waste - Contribution to Capital	45,000
2-4301-295000	Trade Waste - TCA Amort. Exp.	46,600
2-4302-211000	Landfill - Salaries	100,800
2-4302-213100	Landfill - Local Authorities Pension	6,300
2-4302-213200	Landfill - Canada Pension Plan	5,100
2-4302-213300	Landfill - Employment Insurance	2,100
2-4302-213500	Landfill - AUMA Benefits	3,160
2-4302-213600	Landfill - Workers Compensation	1,200
2-4302-214800	Landfill - Training & Development	1,100
2-4302-221100	Landfill - Travel & Subsistence	3,000
2-4302-221400	Landfill - Memberships	600
2-4302-221700	Landfill - Telephone	1,850
2-4302-222000	Landfill - Advertising	1,000
2-4302-223400	Landfill - Consulting Services	20,000
2-4302-225200	Landfill - Building Maintenance	3,500
2-4302-225303	Landfill - 2005 963C Track Loader	14,000
2-4302-225306	Landfill - Compactor 816F2 Maint	2,500
2-4302-225561	Landfill - 2004 Chev 1/2 Ton Truck	2,000
2-4302-226301	Landfill - Hired Equip./Metal Removal	52,500
2-4302-227400	Landfill - Insurance	5,500

Account Number	Account Description	2022 Budget
2-4302-251000	Landfill - Materials & Supplies	11,500
2-4302-251018	Landfill - Toxic Roundup	10,000
2-4302-251200	Landfill - Personal Prot. Equip/Health & Wel	800
2-4302-251500	Landfill - Gasoline & Diesel	19,000
2-4302-254300	Landfill - Gas Utilities	1,500
2-4302-254400	Landfill - Power Utilities	2,000
2-4302-295000	Landfill - TCA Amort. Exp.	37,000
2-4303-211000	Recycle - Salaries	133,530
2-4303-213100	Recycle - Local Authorities Pension	11,360
2-4303-213200	Recycle - Canada Pension Plan	7,010
2-4303-213300	Recycle - Employment Insurance	1,570
2-4303-213500	Recycle - AUMA Benefits	9,570
2-4303-213600	Recycle - Workers Compensation	1,470
2-4303-221700	Recycle - Telephone Utilities	350
2-4303-222000	Recycle - Advertising	500
2-4303-225200	Recycle - Building Maintenance	1,000
2-4303-225308	Recycle - Shredder Maintenance	100
2-4303-225313	Recycle - Capital Baler Maintenance	500
2-4303-225318	Recycle - 2015 J.D. Skid Steere	2,000
2-4303-225559	Recycle - 2007 Chev 1/2 Ton	5,500
2-4303-225574	Recycle - 2009 International Truck	6,000
2-4303-227400	Recycle - Insurance	2,400
2-4303-251000	Recycle - Materials & Supplies	3,500
2-4303-251200	Recycle - Personal Prot. Equip/Health & Well	1,500
2-4303-251500	Recycle - Gasoline/Diesel/Grease	6,400
2-4303-254300	Recycle - Gas Utilities	3,500
2-4303-254400	Recycle - Power Utilities	4,700
2-4303-276200	Recycle - Contribution to Capital	14,410
2-4303-295000	Recycle - TCA Amort. Exp.	26,500
2-4304-269000	New Landfill - to Close/Postclose Acct.	30,430
2-4304-276200	New Landfill - Contribution to Capital	4,500
2-5101-276000	FCSS - Contribution to Local Board	137,000
2-5101-276001	FCSS - Provincial Grant to Board	315,420

Account Number	Account Description	2022 Budget
2-5101-276002	FCSS - Thrive Program	6,600
2-5601-211000	Cemetery - Salaries	15,450
2-5601-213100	Cemetery - Local Authorities Pension	1,110
2-5601-213200	Cemetery - Canada Pension Plan	820
2-5601-213300	Cemetery - Employment Insurance	190
2-5601-213500	Cemetery - AUMA Benefits	1,130
2-5601-213600	Cemetery - Workers Compensation	170
2-5601-225111	Cemetery - Maintenance	5,500
2-5601-227400	Cemetery - Insurance	250
2-5601-276400	Cemetery - Add to Operating Reserve	1,400
2-6101-211000	Development - Salaries (Development Officer)	59,340
2-6101-213100	Development - Local Authorities Pension	6,050
2-6101-213200	Development - Canada Pension Plan	1,930
2-6101-213300	Development - Employment Insurance	620
2-6101-213500	Development - AUMA Benefits	1,800
2-6101-213600	Development - Workers Compensation	650
2-6101-214800	Development - Training & Development	2,500
2-6101-221100	Development - Travel & Subsistence	1,500
2-6101-221800	Development - Car Allowance	660
2-6101-222000	Development - Advertising	2,000
2-6101-223001	Development - Misc. Planning	2,000
2-6101-223200	Development - Legal/Consulting Fees	15,500
2-6101-223300	Development - Engineering, Appraisal, Offsit	5,000
2-6101-223500	Development - Survey	5,000
2-6101-224100	Development - GIS Program	20,000
2-6101-251000	Development - Materials & Supplies	3,500
2-6201-211000	Communications - Salaries	83,780
2-6201-213100	Communications - Local Authorities Pension P	7,900
2-6201-213200	Communications - Canada Pension Plan	3,500
2-6201-213300	Communications - Employment Insurance	980
2-6201-213500	Communications - AUMA Benefits	6,400
2-6201-213600	Communications - Workers Compensation	910
2-6201-214800	Communications - Training & Devel.	5,000

Account Number	Account Description	2022 Budget
2-6201-221100	Communications - Travel & Subsis.	1,000
2-6201-221700	Communications - Telephone Utilities	1,000
2-6201-222000	Communications - Advertising/Digital Channel	6,000
2-6201-224001	Communications - IT & Software	1,550
2-6201-251000	Communications - Materials & Supplies, Softw	3,000
2-6201-251020	Communications - Web Page	12,700
2-6201-251021	Communications - Rebrand - Consult, Supplies	20,000
2-6201-251023	Communications - Econ. Dev. Materials, Suppl	4,700
2-6201-251024	Communications - Promotions	500
2-6201-251200	Communications-Health & Wellness, PPE	250
2-6201-295000	Communications - TCA Amortization Expense	500
2-7201-211000	Recreation Admin. - Salaries	221,130
2-7201-213100	Recreation Admin. - Local Authorities Pensio	17,920
2-7201-213200	Recreation Admin. - Canada Pension Plan	8,940
2-7201-213300	Recreation Admin. - Employment Insurance	2,490
2-7201-213500	Recreation Admin. - AUMA Benefits	8,890
2-7201-213600	Recreation Admin. - Workers Compensation	2,420
2-7201-214800	Recreation Admin. - Training/Development	2,000
2-7201-214801	Recreation Admin. - Program Training	100
2-7201-221100	Recreation Admin. - Travel & Subsistence	2,000
2-7201-221400	Recreation Admin. - Memberships/Conference F	1,000
2-7201-221600	Recreation Admin. - Postage	920
2-7201-221700	Recreation Admin. - Telephone	2,850
2-7201-221800	Recreation Admin. - Car Allowance	2,560
2-7201-222000	Recreation Admin. - Advertising/Printing	4,500
2-7201-223200	Recreation Admin. - Legal/Prof. Serv.	2,000
2-7201-224001	Recreation Admin. - IT Maintenance, Material	17,200
2-7201-225300	Recreation Admin. - Equip. Maint.	5,000
2-7201-227400	Recreation Admin. - Insurance	2,350
2-7201-227401	Recreation Administration - User Group Ins. Reimb.	1,000
2-7201-251000	Recreation Admin. - Office Supplies General	7,200
2-7201-251026	Recreation Admin. - Program Materials	20,000
2-7201-251027	Recreation Admin. - Summer Program Materia	5,500

Account Number	Account Description	2022 Budget
2-7201-251028	Recreation Admin. - Summer Programs General	2,500
2-7201-251029	Recreation Admin. - Summer Equip. Replace	500
2-7201-251039	Recreation Admin. - Penny Adj.	10
2-7201-251043	Recreation Admin. - Challenger Soccer	50
2-7201-251200	Recreation Admin. - Personal Prot. Equip/Hea	2,000
2-7201-276200	Recreation Admin. - Contr. to Cap.	4,080
2-7201-292200	Recreation Admin. - Write-Offs/Adj.	500
2-7201-295000	Recreation Admin. - TCA Amort. Exp.	3,400
2-7202-211000	Arena - Salaries	240,190
2-7202-213100	Arena - Local Authorities Pension	20,390
2-7202-213200	Arena - Canada Pension Plan	12,280
2-7202-213300	Arena - Employment Insurance	2,840
2-7202-213500	Arena - AUMA Benefits	20,360
2-7202-213600	Arena - Workers Compensation	2,620
2-7202-214800	Arena - Training & Development	3,000
2-7202-221100	Arena - Travel & Subsistance	2,000
2-7202-221400	Arena - Memberships	500
2-7202-221500	Arena - Freight	500
2-7202-221600	Arena - Postage	230
2-7202-221700	Arena - Telephone/Cable	5,250
2-7202-221800	Arena - Car Allowance	180
2-7202-222000	Arena - Advertising	2,000
2-7202-225200	Arena - Building Maintenance	32,500
2-7202-225300	Arena - Equipment Maintenance	14,000
2-7202-225301	Arena - Ice Plant Maintenance	14,500
2-7202-225307	Arena - 2002 Zamboni	5,200
2-7202-225324	Arena - 2013 Zamboni	6,200
2-7202-226300	Arena - Alarm Lease	360
2-7202-227400	Arena - Insurance	31,000
2-7202-227401	Arena - Facility User Group Insurance	500
2-7202-251000	Arena - Materials & Supplies General	7,500
2-7202-251001	Arena - Janitorial Supplies	6,500
2-7202-251031	Arena - Rink Boards/Outdoor Rink	5,000

Account Number	Account Description	2022 Budget
2-7202-251200	Arena - Personal Prot. Equip/Health & Wellne	6,600
2-7202-251500	Arena - Gasoline & Diesel	5,000
2-7202-254100	Arena - Town Utilities	1,700
2-7202-254300	Arena - Gas Utilities	20,000
2-7202-254400	Arena - Power Utilities	117,000
2-7202-276200	Arena - Contribution to Capital	50,000
2-7202-276400	Arena - Add to Operating Reserve	2,500
2-7202-295000	Arena - TCA Amort. Exp.	193,000
2-7203-211000	Pool - Salaries	685,240
2-7203-213100	Pool - Local Authorities Pension	20,660
2-7203-213200	Pool - Canada Pension Plan	35,270
2-7203-213300	Pool - Employment Insurance	9,850
2-7203-213500	Pool - AUMA Benefits	17,650
2-7203-213600	Pool - Workers Compensation	7,470
2-7203-214800	Pool - Training & Development	8,000
2-7203-221100	Pool - Travel & Subsistance	1,500
2-7203-221400	Pool - Memberships	1,300
2-7203-221500	Pool - Freight	5,000
2-7203-221600	Pool - Postage	600
2-7203-221700	Pool - Telephone	6,510
2-7203-221800	Pool - Car Allowance	150
2-7203-222000	Pool - Advertising & Promotion	4,500
2-7203-224001	Pool - IT Maintenance, Materials, Supplies	13,000
2-7203-225200	Pool - Building Maintenance	22,000
2-7203-225300	Pool - Equipment Maintenance	12,500
2-7203-225900	Pool - Contracted Services	4,020
2-7203-226300	Pool - Alarm Lease	1,500
2-7203-227400	Pool - Insurance	33,500
2-7203-251000	Pool - Materials & Supplies General	12,000
2-7203-251001	Pool - Janitorial Supplies	6,000
2-7203-251013	Pool - Uniforms	3,000
2-7203-251032	Pool - First Aid Supplies	4,000
2-7203-251033	Pool - Pro Shop Materials/Supplies	4,000

Account Number	Account Description	2022 Budget
2-7203-251034	Pool - Program Public/Materials/Supplies	2,000
2-7203-251035	Pool - Leadership Supplies	4,000
2-7203-251200	Pool - Personal Prot. Equip/Health & Wellnes	2,100
2-7203-253100	Pool - Chemicals	32,000
2-7203-254100	Pool - Town Utilities	9,000
2-7203-254300	Pool - Gas Utilities	118,300
2-7203-254400	Pool - Power Utilities	102,000
2-7203-276200	Pool - Contribution to Capital	61,420
2-7203-281000	Pool - Bank Charges	3,000
2-7203-283100	Pool - Debenture Interest	131,450
2-7203-283200	Pool - Debenture Principal	159,120
2-7203-295000	Pool - TCA Amort. Exp.	295,000
2-7204-211000	Parks - Salaries	128,110
2-7204-213100	Parks - Local Authorities Pension	8,870
2-7204-213200	Parks - Canada Pension Plan	6,000
2-7204-213300	Parks - Employment Insurance	1,580
2-7204-213500	Parks - AUMA Benefits	7,740
2-7204-213600	Parks - Workers Compensation	1,390
2-7204-214800	Parks - Training & Development	4,500
2-7204-221100	Parks - Travel & Subsistance	500
2-7204-221800	Parks - Car Allowance	520
2-7204-225105	Parks - Entrance Sign Maintenance	800
2-7204-225106	Parks - Community Beautification	24,000
2-7204-225112	Parks - Landscaping/Nursery Maintenance	2,500
2-7204-225114	Parks - Trees	8,000
2-7204-225115	Parks - Downtown Area	2,500
2-7204-225117	Parks - Playground/Parks Maintenance	7,000
2-7204-225300	Parks - Equipment Maintenance General	6,000
2-7204-225302	Parks - 2013 John Deere Gator	1,500
2-7204-225305	Parks - 2013 John Deere Tractor/Loader	1,200
2-7204-225309	Parks - 2021 John Deere Mower	1,500
2-7204-225310	Parks - 2015 John Deere Mower	1,500
2-7204-225311	Parks - 2017 Toro Groundmaster	3,500

Account Number	Account Description	2022 Budget
2-7204-225312	Parks - 2019 John Deere Mower	1,500
2-7204-225322	Parks - 2016 John Deere Skid Steere	1,900
2-7204-225328	Parks - 1999 John Deere/Rotary Mower	100
2-7204-225329	Parks - 2018 PJ 18' Utility Trailer	500
2-7204-225332	Parks - 2016 Degelman Mower	1,400
2-7204-225504	Parks - Open Deck Dump Trailer	500
2-7204-225535	Parks - 2013 Chev Silverado 1/2 Ton	1,500
2-7204-225540	Parks - 2014 Dodge 3/4 Ton	2,900
2-7204-225546	Parks - 2014 Ford 1 Ton	2,000
2-7204-225547	Parks - 2019 Ford Superduty 3/4 Ton	3,400
2-7204-225555	Parks - 2022 1/2 Ton Truck	2,000
2-7204-225558	Parks - 2008 GMC 1/2 Ton	3,000
2-7204-225568	Parks - 2008 Dodge Ram 3/4 Ton	3,000
2-7204-225900	Parks - Hired Equip/Contracted Service	5,000
2-7204-227400	Parks - Insurance	6,850
2-7204-251000	Parks - Materials & Supplies General	8,000
2-7204-251036	Parks - Communities In Bloom	3,000
2-7204-251500	Parks - Gasoline & Diesel	12,000
2-7204-254100	Parks - Town Utilities	520
2-7204-254400	Parks - Power Utilities	8,000
2-7204-295000	Parks - TCA Amort. Exp.	70,000
2-7205-211000	Sportsground - Salaries	28,090
2-7205-213100	Sportsground - Local Authorities Pension	2,240
2-7205-213200	Sportsground - Canada Pension Plan	1,160
2-7205-213300	Sportsground - Employment Insurance	340
2-7205-213500	Sportsground - AUMA Benefits	1,660
2-7205-213600	Sportsground - Workers Compensation	310
2-7205-221800	Sportsground - Car Allowance	200
2-7205-225100	Sportsground - Grounds Maintenance	9,000
2-7205-225116	Sportsground - School Diamond Maintenance	500
2-7205-225200	Sportsground - Building Maintenance	2,500
2-7205-225300	Sportsground - Equipment Maintenance	650
2-7205-225900	Sportsground - Contracted Services	2,600

Account Number	Account Description	2022 Budget
2-7205-227400	Sportsground - Insurance	6,300
2-7205-251000	Sportsground - Materials & Supplies	2,000
2-7205-254100	Sportsground - Town Utilities	1,000
2-7205-254300	Sportsground - Gas Utilities	1,750
2-7205-254400	Sportsground - Power Utilities	1,500
2-7205-295000	Sportsground - TCA Amort. Exp.	13,700
2-7206-225900	Rotary - Contracted Services	500
2-7206-251000	Rotary - Materials & Supplies General	2,750
2-7206-254400	Rotary - Power Utilities	4,300
2-7206-295000	Rotary - TCA Amort. Exp.	2,500
2-7207-225200	Bowling Alley - Building Maintenance	2,500
2-7207-227400	Bowling Alley - Insurance	3,450
2-7207-254100	Bowling Alley - Town Utilities	950
2-7207-295000	Bowling Assoc. - TCA Amort. Exp.	10,000
2-7209-211000	Curling - Salaries	3,070
2-7209-213100	Curling - Local Authorities Pension	260
2-7209-213200	Curling - Canada Pension Plan	150
2-7209-213300	Curling - Employment Insurance	50
2-7209-213500	Curling - AUMA Benefits	240
2-7209-213600	Curling - Workers Compensation	50
2-7209-225200	Curling - Building Maintenance	15,000
2-7209-227400	Curling - Insurance	7,000
2-7209-251000	Curling - Materials & Supplies	2,000
2-7209-254100	Curling - Town Utilities	1,240
2-7209-254300	Curling - Gas Utilities	2,000
2-7209-254400	Curling - Power Utilities	2,700
2-7209-295000	Curling Rink - TCA Amort. Exp.	16,100
2-7210-211000	Walking Trail - Salaries	3,300
2-7210-213100	Walking Trail - Local Authorities Pension	310
2-7210-213200	Walking Trail - Canada Pension Plan	140
2-7210-213300	Walking Trail - Employment Insurance	40
2-7210-213500	Walking Trail - AUMA Benefits	250
2-7210-213600	Walking Trail - Workers Compensation	40

Account Number	Account Description	2022 Budget
2-7210-225100	Walking Trail - Maintenance General	49,500
2-7210-295000	Walking Trail - TCA Amort. Exp.	16,100
2-7213-254100	Museum - Town Utilities	520
2-7213-295000	Museum - TCA Amort. Exp.	3,500
2-7401-211000	Tourism - Salaries Special Events	31,140
2-7401-213100	Tourism - Spec. Events Local Authorities Pension	2,460
2-7401-213200	Tourism - Spec. Events Canada Pension Plan	1,580
2-7401-213300	Tourism - Spec. Events Employment Insurance	370
2-7401-213500	Tourism - Spec. Events AUMA Benefits	2,110
2-7401-213600	Tourism - Workers Compensation	320
2-7401-214800	Tourism - Training and Development	500
2-7401-221700	Tourism - Telephone/Internet	20
2-7401-222000	Tourism/Culture - Advertising	21,770
2-7401-222101	Promotion - Appreciation Events	15,350
2-7401-222102	Promotion - Doctor Recruitment/Retention	500
2-7401-222103	Tourism - Museum Operations/Tourist Booth	10,000
2-7401-225104	Tourism - Flag Maintenance	4,500
2-7401-225113	Tourism - Decoration Maintenance	4,500
2-7401-225502	Tourism - 1933 Maple Leaf Comm Spir	5,000
2-7401-251000	Promotion - Materials & Supplies	14,750
2-7401-277000	Tourism - Grants to Organizations	55,300
2-7402-221400	Twinning - Conference Fees/Memberships	1,000
2-7402-221600	Twinning - Postage	100
2-7402-222000	Twinning - Advertising	500
2-7402-251003	Twinning - Meeting Expense	1,000
2-7402-251024	Twinning - Promotion/Gifts	500
2-7402-251037	Twinning - Delegation Activities	1,500
2-7402-251038	Twinning - Misc. Activity/Japanese Garden	1,000
2-7402-256500	Twinning - Mileage/Rentals	1,500
2-7403-276003	Library - Contribution to Libraries	113,400
2-8101-274100	Requisition - School	1,457,740
2-8101-274101	Requisition - Barrhead & Dist. Social Housin	61,300
2-8101-274102	Requisition - Govt of Alberta Re: Des. Ind.	530

Account Number	Account Description	2022 Budget
2-8101-274103	Requisition - Grant In Lieu Adjustment	42,130
2-9701-299001	Underlevies Previous Year	<u>2,370</u>
	Sub-Total Expenses	16,553,060
	Less Amortization Expenses	-1,955,000
	Total Expenses	<u>14,598,060</u>
DIFFERENCE BETWEEN REVENUES AND EXPENSES (SURPLUS)		<u>-10,890</u>

Town of Barrhead
2022 Capital Budgets - FINAL

CAPITAL REVENUES

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Budget</u>
5-1201-592000	Administration - From Capital Reserve	-43,000
5-2303-585000	ERC - County Contribution	-20,500
5-2303-592000	ERC - From Capital Reserve	-13,000
5-2303-593000	ERC - From Operating Function	-7,500
5-2601-592000	Bylaw - From Capital Reserve	-3,000
5-3101-555000	Common Services - Return On Investments	-6,593
5-3101-560000	Common Services - Sale of Fixed Asset	-40,000
5-3101-584001	Common Services - Prov. Grants (MSI)	-200,000
5-3101-592000	Common Services - From Capital Reserve	-151,000
5-3101-593000	Common Services - From Operating Function	-6,900
5-3201-592000	Roads - From Capital Reserve	-175,000
5-3301-593000	Airport - From Operating Function	-12,500
5-4101-555000	Water - Return On Investments	-10,000
5-4101-583001	Water - Federal Gas Tax Grant	-1,263,393
5-4101-592000	Water - From Capital Reserve	-776,607
5-4101-593000	Water - From Operating Function	-346,230
5-4201-555000	Sewer - Return On Investments	-11,500
5-4201-592000	Sewer - From Capital Reserve	-125,000
5-4201-593000	Sewer - From Operating Function	-309,890
5-4301-555000	Trade Waste - Return On Investments	-2,000
5-4301-584001	Trade Waste - Provincial Grant (MSI)	-265,910
5-4301-592000	Trade Waste - From Capital Reserve	-134,090
5-4301-593000	Trade Waste - From Operating Function	-45,000
5-4302-585000	Landfill - County Contribution	-29,000
5-4302-592000	Landfill - From Town Capital Reserve	-29,000
5-4303-592000	Recycle - From Capital Reserve	-30,000
5-4303-593000	Recycle - From Operating Function	-14,410
5-4303-594000	Recycle - From Other Capital Functions	-55,000
5-4304-593000	New Landfill - From Operating Function	-4,500

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Budget</u>
5-5601-592000	Cemetery - Transfer From Capital Reserve	-70,000
5-6201-592000	Communications - Transfer From Capital Reserve	-150,000
5-7201-592000	Recreation - From Capital Reserve	-12,000
5-7201-594000	Recreation Admin - Tsf From Other Capital Function	-6,000
5-7202-555000	Arena - Return On Investments	-2,000
5-7202-583001	Arena - Federal Gas Tax Grant	-914,844
5-7202-584012	Arena - Prov. Grant (MCCAC)	-685,156
5-7202-592000	Arena - From Capital Reserve	-65,000
5-7202-593000	Arena - From Operating Function	-50,000
5-7202-594000	Arena - From Other Capital Functions	-100,000
5-7203-555000	Pool - Return on Investments	-5,000
5-7203-592000	Pool - From Capital Reserve	-88,000
5-7203-593000	Pool - From Operating Function	-65,500
5-7204-555000	Parks - Return on Investment	-1,000
5-7204-592000	Parks - From Capital Reserve	-61,200
5-7205-555000	Sportsground-Return On Investment	-3,000
5-7205-584001	Sportsground - Prov. Grant (MSI)	-800,000
5-7207-592000	Bowling Alley - Transfer From Capital Reserve	-35,000
5-7210-592000	Walking Trail - From Capital Reserve	-10,000
5-7210-594000	Walking Trail - From Other Capital Function	-100,000
5-7401-592000	Tourism - Transfer From Capital Reserve	-33,000
5-9701-555000	Contingency - Return On Investments	-9,000
5-9701-592000	Contingency - From Capital Reserve	-211,000
5-9702-597000	Offsite - Developer's Levy Payment	<u>-5,000</u>

Total Capital Revenues -7,612,223

CAPITAL EXPENSES

6-1201-662000	Administration - Building Additions	3,000
6-1201-663000	Administration - Equipment Additions	40,000
6-2303-662000	ERC - Building Additions	41,000
6-2601-663000	Bylaw - Equipment Additions	3,000
6-3101-662000	Common Services - Town Shop Addition	6,900

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Budget</u>
6-3101-663000	Common Services - Equipment Additions	391,000
6-3101-676700	Common Services - Add To Capital Reserve	6,593
6-3201-661004	Roads - Eng. St. 55 Street Overlay	155,000
6-3201-661006	Roads - Eng. St. Sidewalk Prog.	20,000
6-3301-661000	Airport - Engineering Structures	12,500
6-4101-662000	Water - Building Additions	35,000
6-4101-663000	Water - Ind. Pk. Water Res/Equipment Additions	2,005,000
6-4101-676700	Water - Add To Capital Reserve	356,230
6-4201-662000	Sewer - Building Addition	45,000
6-4201-663000	Sewer - Equipment Additions	80,000
6-4201-676700	Sewer - Add To Capital Reserve	321,390
6-4301-665000	Trade Waste - Vehicle Additions	400,000
6-4301-676700	Trade Waste - Add To Capital Reserve	47,000
6-4302-661000	Landfill - Engineering Structures	40,000
6-4302-663000	Landfill - Equipment Additions	18,000
6-4303-663000	Recycle - Equipment Additions	85,000
6-4303-676700	Recycle - Add to Capital Reserve	14,410
6-4304-676700	New Landill - Add to Capital Reserve	4,500
6-5601-661000	Cemetery - Engineering Structures	20,000
6-5601-664500	Cemetery - Land Improvements Addition	50,000
6-6201-661000	Communications - Engineering Structures	150,000
6-7201-663000	Recreation - Equipment Addition	12,000
6-7201-664500	Recreation Admin - Land Improvements	6,000
6-7202-661000	Arena - Engineering Structures	20,000
6-7202-662000	Arena - Building Additions	145,000
6-7202-663002	Arena - Arena Ice Plant Retrofit	1,600,000
6-7202-676700	Arena - Add To Capital Reserve	52,000
6-7203-662000	Pool - Building Additions	30,000
6-7203-663000	Pool - Equipment Additions	23,500
6-7203-676600	Pool - To Other Capital Functions	50,000
6-7203-676700	Pool - Add to Capital Reserve	55,000
6-7204-663000	Parks - Equipment Additions	5,200
6-7204-664500	Parks - Land Improvement	10,000

<u>Account Number</u>	<u>Account Description</u>	<u>2022 Budget</u>
6-7204-665000	Parks - Vehicle Addition	46,000
6-7204-676700	Parks - Add to Capital Reserve	1,000
6-7205-664500	Sportsground - Land Improvements	800,000
6-7205-676700	Sportsground - Add to Capital Reserve	3,000
6-7207-662000	Bowling Alley - Building Additions	35,000
6-7210-661000	Walking Trail - Engineering Structures	10,000
6-7210-664500	Walking Trail - Land Improvements Addition	100,000
6-7401-661000	Tourism/Culture - Engineering Structures	15,000
6-7401-663000	Tourism - Machinery & Equipment	15,000
6-7401-664500	Tourism - Land Improvements	3,000
6-9701-676600	Contingency - To Other Capital Functions	211,000
6-9701-676700	Contingency - Add To Capital Reserve	9,000
6-9702-676700	Offsite - Add to Capital Reserve	<u>5,000</u>
Total Capital Expenses		7,612,223

2022 Capital Budget Details

	A	B	C	D	E	F	G	H	I	J	K	L
1	Description	Expense Amount	Source of Funding									Net 2022 Budget Implications
2			Capital Reserves	Grants			Operating	County Cont.	Sale of Asset	Other	Comments	
3				MSI	FGT	Other						
4	Administration											
5	Council, Committee, Admin - Computer Equipment	40,000	40,000									
6	Office Windows	3,000	3,000									
7												
8	ERC											
9	Training Facility	15,000					7,500	7,500				7,500
10	Flooring Classroom Hallway, 3 Offices, Changerooms, Foyer	26,000	13,000					13,000				
11												
12	Bylaw											
13	Lidar Gun	3,000	3,000									
14												
15	Common											
16	Grader (2022)	391,000	151,000	200,000					40,000			
17	Shop - Washroom Upgrades	6,900					6,900					6,900
18	Add Int. to Reserves	6,593								6,593	Return on Investment	
19												
20	Roads											
21	Sidewalk (New)	20,000	20,000									
22	55 Street Overlay (2022)	155,000	155,000									
23												
24	Airport											
25	Capital Project Town portion	12,500					12,500					12,500
26												
27	Water											
28	Bulk Water System (From 2020)	85,000	85,000									
29	Reservoir Ind. Pk. Eng. pump sys. - Engineering	1,920,000	656,607		1,263,393							
30	Industrial Park Reservoir Roof	35,000	35,000									
31	Add to Reserves	346,230					346,230					346,230
32	Add int. to Reserves	10,000								10,000	Return on Investment	
33												
34	Sewer											
35	Lagoon Facility Roof (From 2020)	45,000	45,000									
36	Main Lift Station Pump Rebuild	30,000	30,000									
37	Variable Blower Drive	50,000	50,000									
38	Add to Reserve	309,890					309,890					309,890
39	Add int. to reserves	11,500								11,500	Return on Investment	
40												
41												
42	Tradewaste											
43	Replace Truck Chassis/Heil Compac (2030) Automated	400,000	134,090	265,910								
44	Add to Reserves	45,000					45,000					45,000
45	Add Int. to Reserves	2,000								2,000	Return on Investment	
46												
47	Landfill											
48	Cameras/Security System	18,000	9,000					9,000				

	A	B	C	D	E	F	G	H	I	J	K	L
1	Description	Expense Amount	Source of Funding									Net 2022 Budget Implications
2			Capital Reserves	Grants			Operating	County Cont.	Sale of Asset	Other	Comments	
3				MSI	FGT	Other						
49	Non-Compliance Rehab	40,000	20,000					20,000				
50	Add to Reserves	4,500					4,500					4,500
51												
52	<u>Recycle</u>											
53	Cardboard Bins	85,000	30,000							55,000	From General Capital Reserve	
54	Add to Reserve	14,410					14,410					14,410
55												
56	<u>Cemetery</u>											
57	Columbarium	50,000	50,000									
58	Fencing Around Unmarked Plots	20,000	20,000									
59												
60	<u>Commun</u>											
61	Fibre Optics	150,000	150,000									
62												
63	<u>Recreation</u>											
64	Inflatable Movie Screen	4,000	4,000									
65	Camera/Film Equipment	8,000	8,000									
66	Blue Heron Statue	6,000								6,000	From General Capital Reserve	
67												
68	<u>Arena</u>											
69	Concrete Behind Arena	20,000	20,000									
70	Ice Plant Retrofit	1,600,000			914,844	685,156					MCCAC Grant	
71	Godberson Room Roof Repairs	145,000	45,000							100,000	From General Capital Reserve - 50,000, From Pool Reserve - 50,000	
72	Add to Reserves	50,000					50,000					50,000
73												
74	<u>Arena Building</u>											
75	Add Int. to Reserves	1,000								1,000	Return on Investment	
76												
77	<u>Arena Zamboni</u>											
78	Add Int. to Reserves	1,000								1,000	Return on Investment	
79												
80												
81	<u>Pool</u>											
82	Defender Filters	8,000	8,000									
83	Push button Showers	30,000	30,000									
84	Pool Wibbit	15,500					15,500					15,500
85	Cont. to Other Capital Function	50,000	50,000									
86	Add to Reserve	50,000					50,000					50,000
87	Add Interest to Reserve	5,000								5,000	Return on Investment	
88												
89	<u>Parks</u>											
90	1 New 1/2 Ton	46,000	46,000									
91	Skid Steer Blade	5,200	5,200									

2022 Capital Budget Details

	A	B	C	D	E	F	G	H	I	J	K	L
1	Description	Expense Amount	Source of Funding									Net 2022 Budget Implications
2			Capital Reserves	Grants			Operating	County Cont.	Sale of Asset	Other	Comments	
3				MSI	FGT	Other						
92	Labrynth	10,000	10,000									
93	Add Int. to Reserve	1,000								1,000	Return on Investment	
94												
95	Sportsground											
96	Skateboard Park - New	800,000		800,000								
97	Add Int. to Reserve	3,000								3,000	Return on Investment	
98												
99	Bowling Alley											
100	Building Additions, Facility Upgrades	35,000	35,000									
101												
102	Walking Trail											
103	Boardwalk Observation Decks (2)	100,000								100,000	From General Capital Reserve	
104	Bridge Repairs	10,000	10,000									
105												
106	Tourism											
107	Downtown Industrial Enhancements (5 Year Plan)	15,000	15,000									
108	Aaron the Blue Heron Suit	15,000	15,000									
109	Flag Pole	3,000	3,000									
110												
111	General											
112	Transfer to Other Function	211,000	211,000									
113	Add Int. to Reserves	9,000								9,000	Return on Investment	
114												
115	Offsite											
116	Add to Reserves	5,000								5,000	Offsite Levy Payments	
117												
118												
119	TOTALS	7,612,223	2,214,897	1,265,910	2,178,237	685,156	862,430	49,500	40,000	316,093		862,430
120												
121				MSI	FGT	MCCAC						
122		Balance of Unallocated Grant as of December 31, 2021		2,539,084	2,570,900	685,156						
123												
124		2022 Allotment (Estimate)		638,066	250,000	-						
125												
126		2022 Projected Interest Earned		2,700	8,000	-						
127												
128		2022 Project Expenses		- 1,265,910	- 2,178,237	- 685,156						
129												
130		Projected Balance of Unallocated Grant as of December 31, 2022		1,913,940	650,663	-						
131												

Capital Projects by Division

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Expenses										
12 Administration										
1201 Administration										
1201-Admin - 0001 - Council, Committee, Admin. - Computer Equip.	40,000	30,000	30,000	70,000	40,000	30,000	30,000	80,000	40,000	40,000
1201-Admin - 0004 - Telephone System Upgrades			12,000							
1201-Admin - 0006 - Administration Office Windows	3,000									
Total: 1201 Administration	43,000	30,000	42,000	70,000	40,000	30,000	30,000	80,000	40,000	40,000
Total: 12 Administration	43,000	30,000	42,000	70,000	40,000	30,000	30,000	80,000	40,000	40,000
23 Fire & ERC										
2301 Fire										
2301-Fire - 0001 - 2019 Dodge - Command 1 Truck (2030)									125,000	
2301-Fire - 0002 - 2014 Dodge - Command 2 Truck (2023)		125,000								
2301-Fire - 0003 - 2006 Freightliner - Engine 33 (2025)				800,000						
2301-Fire - 0008 - 2020 RAT 1 (2030)									250,000	
2301-Fire - 0009 - 2012 Polaris Side By Side - Wildland 1			40,000							
2301-Fire - 0010 - 2007 Pierce Platform - Tower 6 (2027)						1,750,000				
2301-Fire - 0011 - AFRACS Radios (3)		20,000								
2303-ERC - 0002 - ERC - Training Facility	15,000									
2303-ERC - 0003 - ERC - Flooring Classroom Hallway, 3 Offices, Changerooms, Foyer	26,000									
2303-ERC - 0006 - ERC - Roofing									80,000	
Total: 2301 Fire	41,000	145,000	40,000	800,000		1,750,000			455,000	
Total: 23 Fire & ERC	41,000	145,000	40,000	800,000		1,750,000			455,000	
26 Bylaw										
2601 Bylaw										
2601-Bylaw - 0002 - New Vehicle (2027)						65,000				
2601-Bylaw - 0003 - Lidar Gun	3,000									
Total: 2601 Bylaw	3,000					65,000				
Total: 26 Bylaw	3,000					65,000				
31 Public Works										
3101 Common Services										
3101-Common - 0001 - Asphalt Recycler (2024)			165,000							
3101-Common - 0002 - Concrete -Town Yard		25,000								
3101-Common - 0003 - Snowblower Unit (2027)						150,000				
3101-Common - 0004 - Cold Storage - Bldg. Addition		20,000								
3101-Common - 0006 - Backhoe (2030)									160,000	
3101-Common - 0007 - Loader (2024)			250,000							
3101-Common - 0008 - Grader (2022)	391,000									
3101-Common - 0009 - Sweeper (2035)										350,000
3101-Common - 0010 - Tandem Gravel Truck (2023)		160,000								
3101-Common - 0011 - 1/2 Ton Truck (1)		49,000	50,000	50,000	50,000		52,000	52,000		

Capital Projects by Division

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
3101-Common - 0013 - Overhead Crane (2029)								100,000		
3101-Common - 0014 - Concrete Crushing/Stock Piles				100,000						
3101-Common - 0016 - Skid Steer (2027)						54,000				
3101-Common - 0020 - Welder/Trailer (2031)										17,000
3101-Common - 0021 - Bomag Packer (2032)										35,000
3101-Common - 0023 - Tractor (2028)							78,000			
3101-Common - 0024 - Generator (2035)										68,000
3101-Common - 0025 - Wood Chipper (2034)										35,000
3101-Common - 0026 - Air Compressor (2029)								19,000		
3101-Common - 0027 - Articulated Manlift (2029)								102,000		
3101-Common - 0028 - Forklift (2030)									42,000	
3101-Common - 0030 - Shop Washroom Upgrades	6,900									
3101-Common - 9996 - Add to Reserve		55,000	55,000	55,000	60,000	60,000	60,000	60,000	65,000	65,000
3101-Common - 9997 - Add Int. to Reserve	6,593	7,000	7,200	7,400	8,500	9,700	10,500	12,000	14,000	15,000
3201-Roads - 0001 - Parking (Downtown)			42,000							
3201-Roads - 0002 - Sidewalk (New)	20,000	80,000	60,000	90,000	60,000	90,000	60,000	90,000	65,000	65,000
3201-Roads - 0003 - Streetlights - 8 LED (57 Ave 2024)			25,000		28,000					
3201-Roads - 0004 - 61 Avenue - 43 - 47 Street (2030)									800,000	
3201-Roads - 0005 - Mehden Road Asphalt, Base Work (pt				300,000						
3201-Roads - 0007 - Town Commerical Land Development			2,500,000							
3201-Roads - 0008 - 57 Avenue, 48 Street - 46 Street (2023)		650,000								
3201-Roads - 0014 - 49A Street (2024)			648,000							
3201-Roads - 0015 - 51 Ave, 47 Street to Hwy 33) (2027)						648,000				
3201-Roads - 0020 - 47 Street, 51 - 53 Avenue (2027)						864,000				
3201-Roads - 0021 - 48 Street, 51-52 Avenue (2027)						864,000				
3201-Roads - 0022 - 48 Street, 52-53 Avenue (2030)									432,000	
3201-Roads - 0023 - 43 Street, 53-61 Avenue (2033)										1,500,000
3201-Roads - 0026 - 59 Avenue/43 Street Access (2026)					55,000					
3201-Roads - 0027 - Beaver Brook 50 Ave/West Boundary						45,000				
3201-Roads - 0028 - 55 Street Overlay (2022)	155,000									
3201-Roads - 9998 - Add to Reserves		60,000	60,000	70,000	70,000	70,000	70,000	70,000	80,000	80,000
3701-Storm - 0001 - 57 Avenue, 48 Street to 46 Street (2024)		185,000								
3701-Storm - 0002 - 61 Avenue - 43 Street (2030)									200,000	
3701-Storm - 0006 - 49A Street (2024)			189,000							
3701-Storm - 0007 - 51 Avenue (2024)			189,000							
3701-Storm - 0008 - 47 Street (2027)						252,000				
3701-Storm - 0009 - 53 Street (2033)										126,000
3701-Storm - 0010 - 48 Street (2024)			252,000							
3701-Storm - 0011 - 48 Street (52-53 Ave) 2030									126,000	
3701-Storm - 0012 - 43 Street (43-61 Ave) 2033										150,000
Total: 3101 Common Services	579,493	1,291,000	4,492,200	672,400	331,500	3,106,700	330,500	505,000	1,984,000	2,506,000
Total: 31 Public Works	579,493	1,291,000	4,492,200	672,400	331,500	3,106,700	330,500	505,000	1,984,000	2,506,000

Capital Projects by Division

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
41 Water, Sewer, Storm, Garbage										
4101 Water										
4101-Water - 0002 - Bulk Water System (From 2020)	85,000									
4101-Water - 0003 - 48A Street Water to Property Owners			150,000							
4101-Water - 0004 - Reservoir Ind. Pk. Eng, pump sys. - Engineering	1,920,000									
4101-Water - 0006 - 61 Avenue - 43 Street (2030)									150,000	
4101-Water - 0008 - 49A Street (2024)			270,000							
4101-Water - 0009 - 51 Avenue (2024)			270,000							
4101-Water - 0010 - 47 Street (2027)						360,000				
4101-Water - 0011 - 53 Street (2033)										180,000
4101-Water - 0012 - 57 Avenue, 46-48 Street (2024)		135,000								
4101-Water - 0013 - 48 Street (51-52 Ave) 2024			360,000							
4101-Water - 0014 - 48 Street (52-53 Ave) 2030									180,000	
4101-Water - 0016 - Industrial Park Reservoir Roof	35,000									
4101-Water - 9998 - Add to Reserves	346,230	329,990	313,990	359,950	380,000	385,000	400,000	450,000	500,000	510,000
4101-Water - 9999 - Add Int. to Reserves	10,000	15,000	20,000	25,000	29,000	30,000	32,000	34,000	35,500	36,000
Total: 4101 Water	2,396,230	479,990	1,383,990	384,950	409,000	775,000	432,000	484,000	865,500	726,000
4201 Sewer										
4201-Sewer - 0002 - Fencing Lagoon Area (over 6 yrs to 2024)		30,000	30,000							
4201-Sewer - 0003 - Lagoon - Berm Rehab.		10,000								
4201-Sewer - 0004 - RV Dumping Station					100,000					
4201-Sewer - 0005 - 61 Avenue - 43 Street (2030)									100,000	
4201-Sewer - 0009 - Sewer Vacuum Truck (Replace Unit 53 Sewer Trk)		575,000								
4201-Sewer - 0011 - Desludge Cell # 1 (2025) - Every 7 Years				150,000						
4201-Sewer - 0012 - Desludge Cell #3		550,000								
4201-Sewer - 0014 - Lagoon Facility Roof (From 2020)	45,000									
4201-Sewer - 0015 - 49A Street (2024)			243,000							
4201-Sewer - 0016 - 51 Avenue (2024)			243,000							
4201-Sewer - 0017 - 47 Street (2027)						324,000				
4201-Sewer - 0018 - 53 Street (2033)										162,000
4201-Sewer - 0019 - 57 Avenue (46-48 Street) 2024		150,000								
4201-Sewer - 0020 - 48 Street (51-52 Ave) 2024			324,000							
4201-Sewer - 0021 - 48 Street (52-53 Ave) 2030									162,000	
4201-Sewer - 0022 - 43 Street (53-61 Ave) 2033										100,000
4201-Sewer - 0024 - Main Lift Station Pump Rebuild	30,000									
4201-Sewer - 0026 - Main Lift Station Grinder (2025)				200,000						
4201-Sewer - 0027 - Variable Blower Drive	50,000									

Capital Projects by Division

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
4201-Sewer - 9998 - Add to Reserve	309,890	325,680	327,460	332,860	340,000	350,000	400,000	425,000	450,000	475,000
4201-Sewer - 9999 - Add Int. to Reserves	11,500	13,900	14,010	14,990	15,610	16,180	17,070	17,870	18,320	19,000
Total: 4201 Sewer	446,390	1,654,580	1,181,470	697,850	455,610	690,180	417,070	442,870	730,320	756,000
4301 Trade Waste										
4301-Tradewaste - 0001 - Replace Truck Chassis/Heil Compac (2030) Automated	400,000								450,000	
4301-Tradewaste - 0003 - Truck Chassis/Heil Compac (2026) - With Curotto Can					425,000					
4301-Tradewaste - 9998 - Add to Reserves	45,000	50,000	50,000	50,000	50,000	60,000	60,000	60,000	60,000	60,000
4301-Tradewaste - 9999 - Add Int. to Reserves	2,000	2,500	3,000	3,000	3,500	3,500	3,750	4,000	5,200	5,500
Total: 4301 Trade Waste	447,000	52,500	53,000	53,000	478,500	63,500	63,750	64,000	515,200	65,500
4302 Landfill										
4302-Landfill - 0001 - Site Survey/Reporting (2026)					30,000					
4302-Landfill - 0003 - Compactor 816F2 (2031)										425,000
4302-Landfill - 0004 - 2005 963 Track Loader (2023)		450,000								
4302-Landfill - 0005 - Equipment Storage/Recycle Building										500,000
4302-Landfill - 0006 - Recycle Oil Shed (2035)										20,000
4302-Landfill - 0007 - Recycle Paint Shed (2035)										5,000
4302-Landfill - 0008 - Chemical Shed (2035)										40,000
4302-Landfill - 0009 - Operator Building (2035)										80,000
4302-Landfill - 0010 - Cameras/Security System	18,000									
4302-Landfill - 0012 - Hooklift Unit (2024)			85,000							
4302-Landfill - 0013 - Non-Compliance Rehab	40,000									
4302-Landfill - 9998 - Add to Reserves	4,500	14,500	14,500	19,500	19,500	19,500	19,500	24,500	24,500	24,500
Total: 4302 Landfill	62,500	464,500	99,500	19,500	49,500	19,500	19,500	24,500	24,500	1,094,500
4303 Recycle										
4303-Recycle - 0001 - Compactor (2028)							90,000			
4303-Recycle - 0002 - Shredder (2035)										15,000
4303-Recycle - 0003 - Baler (2035)										25,000
4303-Recycle - 0004 - Cardboard Bins	85,000									
4303-Recycle - 9998 - Add to Reserve	14,410	18,120	19,640	21,760	22,000	23,000	23,000	23,000	23,000	23,000
Total: 4303 Recycle	99,410	18,120	19,640	21,760	22,000	23,000	113,000	23,000	23,000	63,000
Total: 41 Water, Sewer, Storm, Garbage	3,451,530	2,669,690	2,737,600	1,177,060	1,414,610	1,571,180	1,045,320	1,038,370	2,158,520	2,705,000
62 Communications										
6201 Communications										
6201-Commun - 0002 - Fibre Optics	150,000									
Total: 6201 Communications	150,000									
Total: 62 Communications	150,000									
72 Rec and Culture										
7201 Recreation Administration										
5601-Cemetery - 0001 - Columbarium	50,000									

Capital Projects by Division

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
5601-Cemetery - 0002 - Fencing Around Unmarked Plots	20,000									
7201-Recreation - 0003 - Inflatable Movie Screen	4,000									
7201-Recreation - 0004 - Camera/Film Equipment	8,000									
7201-Recreation - 0005 - Blue Heron Statue	6,000			80,000						
7202-Arena - 0001 - Zamboni (2023)		150,000								
7202-Arena - 0004 - Dehumidifier					150,000					
7202-Arena - 0006 - Low E-ceiling Insulation (2024)			61,000							
7202-Arena - 0007 - Concrete Behind Arena	20,000		100,000							
7202-Arena - 0009 - Rubber Floor Dress/Hallway (2029)								120,000		
7202-Arena - 0011 - Rink Boards - Zamboni Area (2023, 2029)		24,000						200,000		
7202-Arena - 0012 - Godbersen Rotary Room		20,000								
7202-Arena - 0015 - Ice Edger (2027)						10,000				
7202-Arena - 0016 - Ice Plant Retrofit	1,600,000									
7202-Arena - 0018 - Concession Equipment (Coolers)		25,000								
7202-Arena - 0019 - Player Bench Flooring (2029)								80,000		
7202-Arena - 0024 - Godbersen Room Roof Repairs	145,000									
7202-Arena - 9998 - Add to Reserves	50,000	52,000	52,000	52,000	52,000	52,000	55,000	55,000	55,000	55,000
7202-Arena Building - 9997 - Add Int. to Reserves	1,000	2,000	2,000	2,000	2,000	2,000	2,500	2,500	2,500	2,500
7202-Arena Zamboni - 9999 - Add Int. To Reserves	1,000	1,000	1,000	1,000	1,100	1,100	1,100	1,100	1,100	1,100
7203-Pool - 0002 - Aquatic Stairs (2023)		7,000								
7203-Pool - 0007 - Defender Filters	8,000					8,000				
7203-Pool - 0009 - Dive Blocks (2024)			12,000							
7203-Pool - 0010 - Drain Covers (every 10 years)						15,400				
7203-Pool - 0012 - Sound System		35,000								
7203-Pool - 0014 - Lobby Party Room		7,000								
7203-Pool - 0016 - Push Button Showers	30,000									
7203-Pool - 0018 - Pool Wibbit	15,500									
7203-Pool - 9990 - Cont. to Other Capital Function	50,000									
7203-Pool - 9998 - Add to Reserve	50,000	52,000	52,000	52,000	52,000	52,000	55,000	55,000	55,000	55,000
7203-Pool - 9999 - Add Interest to Reserve	5,000	6,000	6,000	6,000	7,000	7,000	7,000	7,000	7,000	7,000
7204-Parks - 0001 - 1 Ton Tilt Deck Truck (Used)			45,000							
7204-Parks - 0002 - 1 New 1/2 Ton	46,000		50,000		50,000		50,000		50,000	
7204-Parks - 0003 - Playground Equipment - Lion's Park				120,000						
7204-Parks - 0006 - John Deere 997 Zero Turn (4 Mowers, Rotate Replacements)		27,000		27,500		28,000		28,500		29,000
7204-Parks - 0009 - 2013 Gator Trade In (Bobcat Style)			50,000							
7204-Parks - 0011 - Beaver Brook - Pit Toilet		23,000								
7204-Parks - 0013 - Skid Steere (2029)								54,000		
7204-Parks - 0014 - Community Garden - fencing, soil, toilet, etc. (From 2020)		20,000								

Capital Projects by Division

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
7204-Parks - 0015 - Lions Park Walking Trail (2023)		125,000								
7204-Parks - 0016 - Garbage Cans With Lids (Downtown)					20,000					
7204-Parks - 0021 - Denthor Park - Walking Trail (2024)			100,000							
7204-Parks - 0025 - Skid Steere Blade	5,200									
7204-Parks - 0026 - Labrynth	10,000	10,000	10,000							
7204-Parks - 9998 - Add to Reserve		33,000	33,000	33,000	33,000	33,000	33,000	33,000	33,000	33,000
7204-Parks - 9999 - Add Int. to Reserve	1,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
7205-Sportsground - 0002 - Skateboard Park - New	800,000									
7205-Sportsground - 0004 - Toilet Building Upgrades			20,000							
7205-Sportsground - 0007 - Ball Field Float		4,000								
7205-Sportsground - 0010 - Pickleball Court (2025)				350,000						
7205-Sportsground - 9998 - Add to Reserve		15,000	20,000	20,000	30,000	30,000	30,000	30,000	30,000	30,000
7205-Sportsground - 9999 - Add Int. to Reserve	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
7207-Bowling Alley - 0001 - Building Additions - HVAC System Rooftop Unit			150,000							
7207-Bowling Alley - 0002 - Building Additions, Facility Upgrades	35,000	616,600								
7207-Bowling Alley - 9998 - Add to Reserve		20,000	20,000	20,000	25,000	25,000	25,000	25,000	30,000	30,000
7209-Curling Rink - 0004 - Unit Heaters, Lighting, Drainage Lines (Med Priority)			30,000							
7209-Curling Rink - 0006 - Kitchen Flooring, Insulate Hot & Cold Water (Low Priority)					50,000					
7209-Curling Rink - 0007 - Fire Alarm System (2025)				150,000						
7209-Curling Rink - 9998 - Add to Reserve		20,000	20,000	20,000	25,000	25,000	25,000	25,000	30,000	30,000
7210-Walking Trail - 0002 - Boardwalk Observation Decks (2)	100,000									
7210-Walking Trail - 0004 - Bridge Repairs, etc.	10,000									
7210-Walking Trail - 9998 - Add to Reserve		8,300	8,300	8,300	8,300	8,300	8,300	8,300	8,400	8,400
Total: 7201 Recreation Administration	3,073,700	1,307,900	847,300	946,800	510,400	301,800	296,900	729,400	307,000	286,000
7401 Tourism										
7401-Tourism - 0001 - Downtown/Industrial Enhancements (5	15,000	15,000	15,000	15,000						
7401-Tourism - 0002 - Aaron the Blue Heron Suit	15,000									
7401-Tourism - 0003 - Flag Pole	3,000									
Total: 7401 Tourism	33,000	15,000	15,000	15,000						
Total: 72 Rec and Culture	3,106,700	1,322,900	862,300	961,800	510,400	301,800	296,900	729,400	307,000	286,000
9701 Other (Includes General/Contingency)										
3301 Airport										
3301-Airport - 0001 - Capital Project Town Portion	12,500									
3301-Airport - 9998 - Add to Reserves		5,000		5,000		6,000		6,000		6,000
Total: 3301 Airport	12,500	5,000		5,000		6,000		6,000		6,000
9701 Other										

Capital Projects by Division

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
9701-General - 9990 - Transfer to Other Function	211,000									
9701-General - 9998 - Add to Reserves		50,000		60,000		80,000		90,000		90,000
9701-General - 9999 - Add Int. to Reserves	9,000	17,000	17,000	17,000	18,000	18,000	18,000	18,000	18,000	18,000
9702-Offsite - 9998 - Add to Reserves	5,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Total: 9701 Other	225,000	77,000	27,000	87,000	28,000	108,000	28,000	118,000	28,000	118,000
Total: 9701 Other (Includes General/Contingency)	237,500	82,000	27,000	92,000	28,000	114,000	28,000	124,000	28,000	124,000
Total Expenses	7,612,223	5,540,590	8,201,100	3,773,260	2,324,510	6,938,680	1,730,720	2,476,770	4,972,520	5,661,000

TOWN OF BARRHEAD CAPITAL RESERVES - 2022 FINAL BUDGET

	<u>Dec.31/2021</u>	<u>Delete 2022</u>	<u>Add 2022</u>	<u>Interest</u>	<u>Dec.31/2022</u>
Administration Building	23,042.87	(3,000.00)	-	-	20,042.87
Administration Equipment	50,963.27	(40,000.00)	-	-	10,963.27
RCMP Cells/Building	-	-	-	-	-
Fire (Town)	33,452.90	-	-	-	33,452.90
ERC Building	18,147.10	(13,000.00)	-	-	5,147.10
Bylaw Enforcement	10,679.20	(3,000.00)	-	-	7,679.20
Shop Building	31,065.43	-	-	-	31,065.43
Equipment -General	36,528.54	-	-	923.00	37,451.54
Equipment - Grader (2022)	217,571.00	(151,000.00)	-	1,149.00	67,720.00
Equipment - Loader (2021)	146,971.78	-	-	2,280.00	149,251.78
Equipment - Backhoe (2030)	47,548.00	-	-	751.00	48,299.00
Equipment - Sweeper (2020)	36,051.00	-	-	578.00	36,629.00
Equipment - Snowblower (2027)	21,594.00	-	-	399.00	21,993.00
Equipment - Tandem/Trucks (2021)	29,190.98	-	-	513.00	29,703.98
Parking	42,502.65	-	-	-	42,502.65
Street Improvements	158,341.88	(155,000.00)	-	-	3,341.88
Streetlights	65,546.47	-	-	-	65,546.47
Sidewalks	64,192.50	(20,000.00)	-	-	44,192.50
Airport	7,540.39	-	-	-	7,540.39
Storm Sewer	31,000.00	-	-	-	31,000.00
Water, Equip, Vehicles	1,792,675.50	(776,607.00)	346,230.00	10,000.00	1,372,298.50
Sewer	1,204,037.64	(125,000.00)	309,890.00	11,500.00	1,400,427.64
Garbage Equipment	187,706.10	(134,090.00)	45,000.00	2,000.00	100,616.10
Landfill	76,367.15	(29,000.00)	4,500.00	-	51,867.15
Recycle	61,403.50	(30,000.00)	14,410.00	-	45,813.50
Cemetery	70,000.00	(70,000.00)	-	-	-
Communications - Fibre Optics	200,000.00	(150,000.00)	-	-	50,000.00
Subdivision - Beaver Brook (Sales)	179,045.70	-	-	-	179,045.70
Subdivision - Town Lot Sales	106,400.00	-	-	-	106,400.00
Family Care Centre (Daycare)	61,894.08	-	-	-	61,894.08
Recreation	12,000.00	(12,000.00)	-	-	-
Agrena - Building	76,491.16	(65,000.00)	50,000.00	1,000.00	62,491.16
Agrena - Zamboni, Equipment	80,164.27	-	-	1,000.00	81,164.27
Pool	282,583.97	(88,000.00)	50,000.00	5,000.00	249,583.97
Park - Sale of Land Reserve	860.00	-	-	-	860.00
Parks/Sportsground	97,123.55	(61,200.00)	-	1,000.00	36,923.55
Skateboard Park	183,800.00	-	-	3,000.00	186,800.00
Rotary Park	17,000.00	-	-	-	17,000.00
Bowling Alley	80,204.88	(35,000.00)	-	-	45,204.88
Curling Rink	136,416.60	-	-	-	136,416.60
Walking Trail	42,780.77	(10,000.00)	-	-	32,780.77
Tourism	35,000.00	(33,000.00)	-	-	2,000.00
General Capital	441,727.44	(211,000.00)	-	9,000.00	239,727.44
Offsite Levy	140,106.90	-	5,000.00	-	145,106.90
Accumulated Surplus	327,209.00	-	-	-	327,209.00
TOTALS	6,964,928.17	(2,214,897.00)	825,030.00	50,093.00	5,625,154.17
Deferred Revenues	Dec.31/2021	Delete 2022	Add 2022	Interest	Dec.31/2022
FGTF Water Res (Def. Rev)	1,255,393.00	(1,255,393.00)	-	-	-
MSI Capital Grant (Def. Rev.) Garbage Truck	265,912.60	(265,912.60)	-	-	-
MSI Capital Grant (Def. Rev.) Skateboard Pk	99,987.54	(99,987.54)	-	-	-
FGTF Arena Retrofit (Def. Rev.)	779,357.00	(779,357.00)	-	-	-
	2,400,650.14	(2,400,650.14)	-	-	-
Total Reserve/Deferred Revenues	9,365,578.31	(4,615,547.14)	825,030.00	50,093.00	5,625,154.17

**TOWN OF BARRHEAD
OPERATING RESERVES
2022 FINAL BUDGET**

<u>Function</u>	<u>Dec 31/21</u>	<u>Deletions</u>	<u>Additions</u>	<u>Dec 31/22</u>
Administration - Operating	21,000.00	-		21,000.00
Administration - Fundraising Reserve	844.87		150	994.87
RCMP	23,380.00	-		23,380.00
Fire	10,000.00			10,000.00
Fire - Grizzly Trail Fire & Rescue Assoc	-			-
Safety - Operational Reserve	50,000.00	- 25,000	-	25,000.00
Public Health - Physician Rental/Other	8,000.00	- 8,000		-
Common Services	-			-
Common Services - Safety Reserve	22,068.39		2,500	24,568.39
Roads - Sidewalk Reserve	-	-		-
Roads - Gravel, Asphalt	66,000.00	- 66,000		-
Water	59,200.00			59,200.00
Sewer	54,200.00	-	-	54,200.00
Tradewaste	-			-
Recycle	5,000.00			5,000.00
Cemetery - Russo Greek Orthodox Donation	7,000.00			7,000.00
Cemetery - Plot Perpetual Care	19,120.00	-	1,400	20,520.00
Development	24,200.00	- 8,000		16,200.00
Economic Development	11,229.78	- 10,000		1,229.78
Recreation	2,800.00			2,800.00
Recreation - Triathlon	4,081.47	- 4,080		-
Arena - Lexan Sheets	27,500.00	- 2,000	2,500	28,000.00
Arena	30,600.00		-	30,600.00
Pool Donations/Fundraising	10,394.78	- 10,000	-	394.78
Pool - New Facility Operating Reserve	30,000.00			30,000.00
Pool - New Facility - 2041 Debenture Reserve	145,285.00			145,285.00
Parks	10,000.00	- 3,000		7,000.00
Parks - Communities In Bloom Historical Plaques	1,700.00			1,700.00
Tourism - Decorations, etc.	49,000.00	- 20,620	-	28,380.00
Sportsground	12,000.00	- 8,000		4,000.00
Rotary Park	4,000.00			4,000.00
Bowling Alley	5,000.00			5,000.00
Walking Trail	20,000.00	- 10,000		10,000.00
Contingency	114,723.20	- 42,130	-	72,593.20
TOTAL	848,327.49	- 216,830	6,550	638,047.49

<u>Deferred Revenue</u>	<u>Dec 31/21</u>	<u>Deletions</u>	<u>Additions</u>	<u>Dec 31/22</u>
AHS - Public Health Community Grant	19,730.21	- 19,730	-	-
Yellowhead East Covid Support Grant	12,000.00	- 12,000	-	-
BRWC ACP Grant	97,490.73	- 97,491	-	-
Total Deferred Revenue	129,220.94	- 129,221	-	-

Total Reserves/Deferred Revenue	977,548.43	(346,051)	6,550	638,047.49
--	-------------------	------------------	--------------	-------------------

	<u>Dec 31/21</u>	<u>Deletions</u>	<u>Additions</u>	<u>Dec 31/22</u>
Landfill Closing/Post-Closing Funds	334,675.00	-	30,425	365,100.00
	334,675.00	-	30,425	365,100.00

	<u>Dec 31/21</u>	<u>Deletions</u>	<u>Additions</u>	<u>Dec 31/22</u>
Columbarium Trust Account	27,714.13	-	-	27,714.13
	27,714.13	-	-	27,714.13

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: April 12, 2022

Re: Barrhead Public Library – Member-at-large appointment

1.0 **PURPOSE:**

For Council to consider an appointment to the Barrhead Public Library.

2.0 **BACKGROUND AND DISCUSSION:**

The following is an excerpt from Bylaw 13-2010:

The Barrhead Library Board shall consist of the following voting membership.

- a. One (1) Representative of Barrhead Town Council*
- b. One (1) Representative of County of Barrhead No.11 Council*
- c. Seven (7) members at Large who may be residents of either the Town of Barrhead or the County of Barrhead, one of which must be from the Neerlandia Library Society*

On March 16, 2022, Administration received an e-mail from the Barrhead Public Library Board advising that Ms. Karen Christiansen has resigned her position on the Board.

The Board is seeking to replace Ms. Christiansen and approach Ms. Terri Flemmer to serve as a replacement and Ms. Flemmer is willing to sit on the Library Board.

The Board would welcome Ms. Flemmer as a Board Member but requires the endorsement of both the County and Town Councils.

The County of Barrhead during their Council meeting of April 5th endorsed the appointment of Ms. Terri Flemmer to fill the vacant position on the Barrhead Public Library Board to December 31, 2024.

The following are the current members-at-large appointments to the Board:

Ruth Bohn (chair)	term ending 2022
Susan McLaren	term ending 2022
Jane Kusal	term ending 2022
Sandra Olthius	term ending 2022
Stephan Babliitz	term ending 2023
Marlene Schmaus	term ending 2023
(vacancy)	term ending 2024

3.0 Alternatives:

3.1 That Council endorse the appointment of Ms. Terri Flemmer as a member-at-large to the Barrhead Public Library Board, for a term ending December 31, 2024.

3.2 Council instructs the Barrhead Public Library Board to advertise for a member-at-large for their Board.

4.0 Financial Implications:

Not applicable.

5.0 Interdepartmental Implications:

Not applicable.

6.0 Senior Government Implications:

Not applicable.

7.0 Political/Public Implications:

Not applicable.

8.0 Attachments:

8.1 - E-mail from the Barrhead Public Library, dated April 1, 2021

8.2 – E-mail from Terri Flemmer dated March 18, 2022

9.0 Recommendations

That Council endorse the appointment of Ms. Terri Flemmer as a member-at-large to the Barrhead Public Library Board, for a term ending December 31, 2024.

(original signed by the CAO)

Edward LeBlanc

CAO

From: [Elaine Dickie](#)
To: [Edward LeBlanc](#); [Debbie Oyarzun](#)
Cc: [Bohn Ruth](#)
Subject: Applicant for vacant Library Board Trustee position
Date: April 1, 2022 1:18:58 PM

Hello

The Barrhead Library Board would be pleased to have Mrs. Terri Flemmer fill the Library Board Trustee vacancy. At the regular Board meeting on March 15, 2022 the Board was very pleased to hear of Mrs. Flemmer's interest in joining the Board.

Terri is an avid reader, a regular library user and huge supporter of the Library. Barrhead Public Library has successfully worked with Terri on a number of health promotion projects and find her positive approach, community-mindedness and professionalism to be a great asset.

The Library Board looks forward to welcoming Terri Flemmer on the Board.

Sincerely,

Elaine Dickie
Library Director
Barrhead Public Library

Terri Flemmer

March 18, 2022

Edward LeBlanc

CAO, Town of Barrhead

5014 – 50 Avenue, Box 4189

Barrhead, Alberta

T7N 1A2

Dear Mr. LeBlanc

Please accept this letter of interest to apply for a position as a member of the Barrhead Library Board.

I am a County Resident who is an avid supporter of our local library, not only as a member, but also as a volunteer. I have extensive experience collaborating on many projects with our library, and understand the importance of this service and its Board to our community and its residents.

I have previous volunteer experience with organizations including FCSS (Meals on Wheels), Barrhead CARES, and Communities for Children. I believe my experience working with these agencies would assist me in being a productive and beneficial Library Board member.

Thank you for your consideration regarding this matter. I can be reached at _____ or alternately at _____ should you wish to discuss my application.

Sincerely

Terri Flemmer

TF/tlf

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: March 8, 2022

Re: Proclamation – June 18, 2022 National Lemonade Day

1.0 PURPOSE:

For Council to consider proclaiming June 18, 2022 as National Lemonade Day.

2.0 BACKGROUND AND DISCUSSION:

Community Futures Yellowhead East is again hosting Northern Alberta Lemonade Day on June 18, 2022.

Young entrepreneurs from Kindergarten age to grade twelve will again have the opportunity to participate in this event that will offer basic entrepreneurship skills, through the development of a business plan and the operation of their own Lemonade Stand.

In the past, the Town was an active sponsor of this event and the activities of our local entrepreneurs were well received by the community.

Community Futures Yellowhead East has requested other support from the Town which will be provide by our Administration. One item that Council has participated in the past is the role of judges. Three judges are required from the community.

3.0 ALTERNATIVES:

- 3.1 Council proclaims June 18th, 2022 as National Lemonade Day.
- 3.2 Council tables the report relating proclaiming June 18th, 2022 as National Lemonade Day and request further information from Administration to be presented at the next Council Meeting.
- 3.3 Council receives the Request for Decision report proclaiming June 18th, 2022 as National Lemonade Day, as information.

4.0 FINANCIAL IMPLICATIONS:

Similar to previous years, the 2022 Operating Budget includes the detail of sponsoring Lemonade Aid in the amount of \$500.00. With this specific contribution already noted in the budget, there is no need for Council to entertain a motion to financially support this particular event.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

In the spirit of National Lemonade Day, the Town's Land Use Bylaw was amended in 2019 (reference: Bylaw 08-2019) by included the following:

- a) "Occasional Business" means a business operated by a young entrepreneur.*
- b) "Young Entrepreneur" means a young person under the age 18 years who operates an Occasional Business*

Fee - Young Entrepreneur - \$1.00/month

6.0 SENIOR GOVERNMENT IMPLICATIONS:

None.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

It is another opportunity to promote youth initiatives within our community.

During the March 22, 2022 Council Meeting, Council proclaimed June 18th as Garden Day relating to the activities initiated by Community in Bloom and the

Canadian Garden Council. One would think that both proclamations would not be in conflict with each other.

8.0 ATTACHMENTS:

- 8.1 – Letter from Community Future Yellowhead East dated March 16, 2022
- 8.2 – E-mail from Community Futures Yellowhead East dated March 15, 2022
- 8.3 – 2022 Lemonade Day Sponsorship Packet

9.0 RECOMMENDATIONS:

Council proclaims June 18th, 2022 as National Lemonade Day.

(Original signed by the CAO)
Edward LeBlanc
CAO



March 16, 2022

Hello

Community Futures Yellowhead East is excited to announce we will again be hosting Northern Alberta Lemonade Day, on June 18, 2022. This event will be held within several CFYE municipalities, such as Whitecourt, Swan Hills, Fox Creek, Mayerthorpe, Barrhead and Onoway.

On June 18th, youth in grades K-12, from around the region will participate in an experiential learning event that teaches youth valuable life skills, in addition to basic entrepreneurship skills, through the development of a business plan and the operation of their own Lemonade Stand.

The facilitation and training materials provided for this event, continue to be offered free of charge to participating youth, through the generous sponsorship of local small and medium sized business owners.

Sponsors receive recognition of their support through a number of different promotion channels. All sponsors are included in the print material that will be created, on all social media platforms utilized to promote the event, and at individual lemonade stands, depending on the level of sponsorship provided.

We hope that we can count on your continued support of Northern Alberta Lemonade Day, this June 18, 2022. Please feel free to reach out directly to provide your sponsorship and or if you have any further questions or comments regarding Northern Alberta Lemonade Day Program.

Sincerely,

Michelle Jones, Executive Director
Community Futures Yellowhead East
780-706-3500 or 780-778-0977
mjones@albertacf.com

Edward LeBlanc

From: Michelle Jones <mjones@albertacf.com>
Sent: March 15, 2022 4:39 PM
Cc: CFYE Admin; Ellen MacCormac
Subject: ATTENTION Host Communities - Northern Alberta Lemonade Day - JUNE 18, 2022

Good afternoon, on behalf of Community Futures Yellowhead East, we are pleased to advise you that we will be hosting the Northern Alberta Lemonade Day program, on June 18th, 2022, within the CFYE region.

As a previous Lemonade Day partner, we would like to confirm your interest in hosting the program within your community. If you are interested in continuing as a host community, we require confirmation of the following details at your earliest convenience.

Host Community Commitment:

- We ask each municipality to declare June 18th, 2022, as National Lemonade Day for your Community
- Each Host Community provide Local Entrepreneur of the Year Sponsorship for your community - fee \$500
- Provide CFYE with Free Training Space from which the Lemonade Day facilitators can provide the training and Lemonade Tasting Contest sessions with participants from your community.
- provide a minimum of 3 volunteers to assist with the Lemonade Tasting Contest prior to Lemonade Day, as well as provide 3 judges on Lemonade Day that will visit and complete the Judging Forms for each Lemonade Stand, in addition to being present to provide those winners with their award after judging on June 18, 2022.
- That Town Administration assist us by issuing and tracking Lemonade Day Business Licenses (minimal charge of \$1.00,) required by each participant.
- Provide a Lease license to each participant wanting to set up on Town owned Property. (we encourage a limited number of participants be allowed to set up on town property). Again, please charge a minimum fee for these lease licenses.
- Arrange with CFYE, for media coverage on Lemonade Day to cover the awarding of the individual prize categories: Best Stand, Best Tasting Lemonade , and Local Entrepreneur of the Year.
- Request a copy of participant's Lease License (if setting up on non-owned town property), prior to issuing a Business License.
-

Once we have received commitment confirmation from each host community, CFYE staff will follow up with further details and the materials that each community will require as part of their host community commitment.

The following Tentative Training/Session dates and times have been arranged for each anticipated host community. These will be confirmed once space has been arranged and sponsorship commitment received.

Host Community Training Sessions: (location to be confirmed)

Whitecourt: May 9th - Confirmed - FIC
Woodlands: May 10th
Swan Hills: May 11th
Fox Creek: May 12th
Onoway: May 16th
Mayerthorpe: May 17th - Confirmed - Mayerthorpe Library
Barrhead: May 18th

Host Community Best Tasting Lemonade Session: (location to be confirmed)

May 30 - Whitecourt - Confirmed - FIC
May 31 - Woodlands County
June 1 - Fox Creek
June 2 - Onoway
June 6 - Mayerthorpe - Confirmed - Mayerthorpe
Jun 7 - Barrhead
June 9 - Swan Hills

At CFYE we strive to continue providing this program free of charge to the youth in our communities, and therefore count on your continued support of this valuable youth entrepreneurial program.

We look forward to hearing from you regarding your commitment to being a host community of the Northern Alberta Lemonade Day Program. Feel free to reach out directly if you require any further information.

Sincerely

Michelle Jones

Executive Director, Community Futures Yellowhead East
Box 2185, Whitecourt, AB T7S 1P8
p: 780-706-3500, c: 780-778-0977
mjones@albertacf.com

Register Today to increase your Online Business Presence for FREE!!

<https://digitalmainstreet.ca/business-account/registration/>

2022

SPONSORSHIP
PACKET



Lemonade Day!™

©Lemonade Day 2022



OUR MISSION...

To help today's youth become the business leading, social advocated, community volunteers and forward-thinking citizens of tomorrow.



NORTHERN ALBERTA



What is Lemonade Day?

Lemonade Day is an event that teaches kids the skills they need to be successful in life. Kids learn to set goals, develop a business plan, establish a budget, seek investors, provide customer service, save for the future, and give back to the community. Lemonade Day Northern Alberta is the perfect opportunity for our community to get engaged, demonstrate enthusiasm, and show kids they care - as well as train the next generation of entrepreneurs through a free, fun, engaging, and empowering activity.

When is it?

Lemonade Day Northern Alberta will take place on Saturday, June 18, 2022*.

*CFYE is following guidance and guidelines implemented by Canada Public Health and Alberta Health. Adjustments will be made to the program as required. The safety of our kids, parents, staff and communities is our top priority.

Who can participate?

Youth of all ages, pre-K through high school, can register to set up an official Lemonade Day stand. Registration will commence on March 1, 2022 and will close June 1, 2022. In addition, community support from schools, youth organizations, and local businesses is essential to the success of Lemonade Day Northern Alberta.

How does it work?

Once a child is registered, they receive an informational app or workbook that outlines the steps needed to start a business: setting a goal, creating a business plan, forming a budget, finding an investor, saving money, and donating a portion back to their community.



Resources For Success



APP OR WORKBOOKS These fun and informative materials include easy to follow lessons to help you create, build, and run a successful business AND for mentors to help make their child's Lemonade Day a huge success!



TRAINING SESSION Join us for the Kids + Mentor Training Sessions and get 1-on-1 training from Community Futures Yellowhead East.



YOUTUBE Lookup "Lemonade Day" on YouTube where there is a collection of great videos for training and ideas.



Mark Your Calendar



MARCH 1 • Registration opens
JUNE 1 • Last day to register

TRAINING SESSIONS, KIDS + MENTORS 4:30 - 6 PM

WHITECOURT	MAY 9
WOODLANDS COUNTY	MAY 10
SWAN HILLS	MAY 11
FOX CREEK	MAY 12
ONOWAY	MAY 16
MAYERTHORPE	MAY 17
BARRHEAD	MAY 18

WHAT IS LEMONADE DAY?

- Lemonade Day is a free educational initiative that introduces youth to entrepreneurship, teaching them how to start, own, and operate their own business – a lemonade stand.
- Lemonade Day teaches skills that will prepare youth for both business and life.
- Lemonade Day culminates in the real world experience of youth going into business by setting up their lemonade stand.
- Started in 2007 in Houston, TX.
- Over the past 10 years, Lemonade Day has reached over 1 million youth in 60 cities across the US and Canada.



OUR STORY

- Established in 2018 in one Alberta Community Futures region.
- Establishes relationships between local businesses and participants, as well as participants and their municipalities, while also introducing the concept of philanthropy and giving back to their community.
- Registered more than 600 kids in 2021.
- In 2022 Lemonade Day will take place in eleven Alberta Community Futures regions.

Northern Alberta 2021

57% of participants spent a portion of their profit

92% of participants saved a portion of their profit

93% of participants of shared a portion of their profit



2021 RESULTS AND IMPACT



Lemonade Day!

BIG PICTURE

Registered Kids

696

STAND STATS

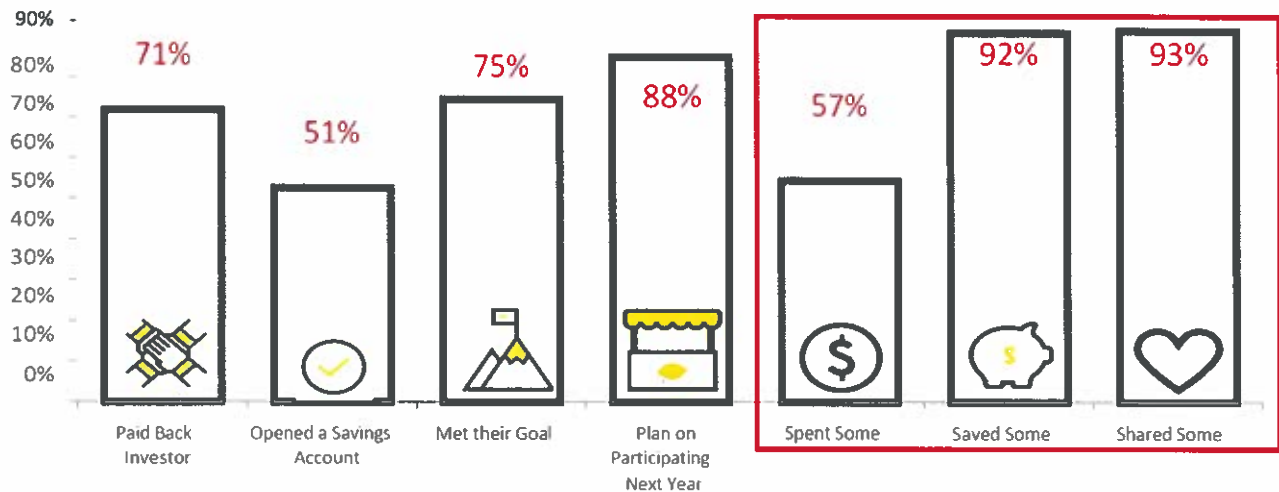
Avg. Total Profit

\$136.33

Total Donated

\$7371.20

LOOKING AT LESSONS



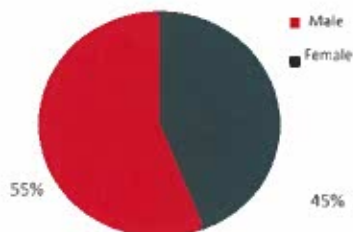
\$106.82
Average Amount Shared



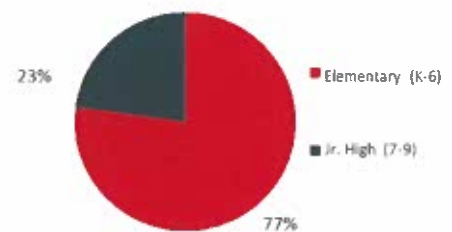
\$88.55
Average Amount Saved

PARTICIPANT DEMOGRAPHICS

Gender



Grade





How Can I Get Involved?



Everyone is welcome to be involved with Lemonade Day Northern Alberta. The organizing committee is looking for sponsors, mentors, and volunteers to make Lemonade Day Northern Alberta a success! Lemonade Day entrepreneurs - the kids in our community - will be looking for investors, a place to set up their stands, and customers to support their first business!

Lemonade Day Northern Alberta is a not-for-profit organization with all funds collected through local donations and sponsorship used directly to support Lemonade Day Northern Alberta.



What Does A Participant Do?



- Fill out the online registration form before June 1st (no registration fees)
- Pick up a Lemonade Day backpack at your Training Session (free, more details at: lemonadeday.org/Northern-Alberta)
- Ask your mentor to download the "My Lemonade Day" App onto their phone
- Ask your mentor to 'like' Lemonade Day Northern Alberta on Facebook
- Complete the entrepreneur app or workbook with your mentor
- Choose a location, get permission and tell Lemonade Day Northern Alberta where you'll be setting up (see "Brand your stand" lemonadeday.org/Northern-Alberta)
- Build your lemonade stand
- Buy supplies for Lemonade Day
- Enter lemonade recipe for the Best Tasting Lemonade Contest (optional)
- Sell lots of lemonade on Saturday June 18, 2022*
- Repay investors
- Complete the Business Results on the app or Accounting Worksheet in your workbook
- Save a little, spend a little and share a little back to your favorite charity or cause
- Enter to win Area and National Lemonade Day contests



Parent / Mentor Commitment



- Pick up the Lemonade Day backpack with your entrepreneur and sign registration / waiver form
- Work with your child to go through the "My Lemonade Day" app or workbook
- Attend the Training Session with your entrepreneur
- Support your entrepreneur on Lemonade Day

June 18, 2022 in 7 communities

Presented by Community Futures Yellowhead East

Community Futures

Lemonade Day!
NORTHERN ALBERTA



BUILDING THE

FUTURE

STIRRING UP

SUCCESS

CONTEST SPONSORSHIP

\$500

LOCAL ENTREPRENEUR OF THE YEAR CONTEST SPONSOR

- Recognition as presenting sponsor of Local Entrepreneur of the Year through event signage, marketing materials, social media promotion and awards in area
- Logo on social media platforms

\$250

LOCAL BEST TASTING LEMONADE CONTEST SPONSOR

- Recognition as presenting sponsor of Local Best Tasting Lemonade Contest through event signage, marketing materials, social media promotion and awards in area
- Logo on social media platforms

\$250

LOCAL BEST STAND CONTEST SPONSOR


- Recognition as presenting sponsor of Local Best Stand Contest through event signage, marketing materials, social media promotion and awards in area
- Logo on social media platforms

PARTICIPANT SPONSORSHIP

\$50

SPONSOR A PARTICIPANT

- Give a youth the chance to participate in our program
- There are no restriction fees for a participant to attend and we want to keep it that way
- The continuation of our program into the future, depends on donations like this



The success of Lemonade Day relies on members of the community coming together for a common purpose - to train the next generation of entrepreneurs, civic leaders and engaged citizens.

**THANK YOU FOR
YOUR SUPPORT**



Youth
Entrepreneur
Event with
Sponsorship
Opportunity and
Contest Prizes



Lemonade Day!™

REGISTER TODAY

lemonadeday.org/northern-alberta

*CFYE is following guidance and guidelines implemented by Canada's Public Health and Alberta Health. Adjustments will be made to the program as required. The safety of our kids, parents, staff and communities is our top priority.

FOUR STEPS TO SUCCESS!



SET A GOAL



MAKE A PLAN



WORK THE PLAN



ACHIEVE YOUR DREAM

TRAINING SESSIONS FOR KIDS + THEIR MENTORS 4:30 - 6 PM

MAY 9 - WHITECOURT

MAY 12 - FOX CREEK

MAY 17 - MAYERTHORPE

MAY 10 - WOODLANDS COUNTY

MAY 16 - ONOWAY

MAY 18 - BARRHEAD

MAY 11 - SWAN HILLS

Presented by Community Futures Yellowhead East



Event Coming JUNE 18, 2022

BUILDING THE

FUTURE

STIRRING UP

SUCCESS

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: April 12, 2022

Re: Bank Statement – for month ending March 31, 2022

1.0 PURPOSE:

To approve the Monthly Bank Statements for the month ended March 31, 2022.

2.0 BACKGROUND AND DISCUSSION:

Not applicable.

3.0 ALTERNATIVES:

3.1 That Council approves the Monthly Bank Statement for the month ending March 31, 2022, as presented.

3.2 That Council tables the Monthly Bank Statement for the month ending March 31, 2022 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 March 31, 2022.

9.0 RECOMMENDATION:

That Council approves the Monthly Bank Statement for the month ending March 31, 2022, as presented.

(original signed by the CAO)

Edward LeBlanc
CAO

**TOWN OF BARRHEAD
MONTHLY BANK STATEMENT
FOR MONTH ENDED MARCH 31, 2022**

PER TOWN OF BARRHEAD:	SERVUS GENERAL ACCT	TERM DEPOSITS
Net Balance - Previous Month	9,469,489.30	0.00
Receipts	909,404.79	
Interest	7,487.70	
Transfers from/to Term Deposits	0.00	0.00
Cancelled Cheques	0.00	
SUBTOTAL	10,386,381.79	0.00
Disbursements	914,172.56	
Debentures/Interest	145,284.50	
School Requisition	362,943.25	
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	8,963,981.48	0.00

PER BANK:		
Balance at end of month	8,941,778.66	0.00
Outstanding Deposits	35,533.17	
SUBTOTAL	8,977,311.83	0.00
Outstanding Cheques	13,330.35	
NET BALANCE AT END OF MONTH	8,963,981.48	0.00

TERM DEPOSIT SUMMARY
FOR MONTH ENDED MARCH 31, 2022

<u>Financial Institution</u>	<u>Term Amount</u>	<u>Interest Rate</u>	<u>Term Started</u>	<u>Investment Details</u>
	-			
Total	\$ -			

**COUNCIL REPORTS
AS OF APRIL 12, 2022**

		Meeting (since last council)
Agricultural Society	Cr. Oswald (Alt. Cr. Kluin)	<u> X </u>
Barrhead Accessibility Coalition	Cr. Kluin	<u> </u>
Barrhead Cares Coalition	Cr. Assaf	<u> </u>
Barrhead & Area Regional Crime Coalition (BARCC)	Mayor McKenzie	<u> </u>
Barrhead & District Social Housing Association	Cr. Smith	<u> </u>
Barrhead Fire Services Committee	Cr. Assaf and Cr. Smith	<u> </u>
Barrhead Regional Airport Committee	Mayor McKenzie and Cr. Assaf	<u> </u>
Barrhead Regional Water Commission	Mayor McKenzie and Cr. Smith (Alt. Cr. Sawatzky)	<u> </u>
Capital Region Assessment Services Commission	Cr. Klumph	<u> </u>
Chamber of Commerce	Cr. Oswald	<u> </u>
Community Futures Yellowhead East	Cr. Assaf (Alt. Cr. Kluin)	<u> </u>
Economic Development Committee	Committee of the Whole	<u> </u>
Enhanced Policing School Resource Officer Committee	Cr. Sawatzky (Alt. Mayor McKenzie)	<u> </u>
Family & Community Support Services Society	Cr. Kluin and Cr. Oswald	<u> </u>
Intermunicipal Collaboration Framework Committee	Cr. Assaf, Cr. Smith and Mayor McKenzie	<u> </u>
Library Board	Cr. Klumph (Alt. Cr. Sawatzky)	<u> X </u>
Municipal Emergency Advisory Commission	Cr. Assaf, Cr. Kluin and Cr. Smith	<u> </u>
Municipal Planning Commission	Cr. Assaf, Cr. Oswald and Cr. Smith (Alt. Cr. Sawatzky)	<u> </u>
Subdivision & Development Appeal Board	Cr. Klumph	<u> </u>
Twinning Committee	Cr. Klumph	<u> </u>
Yellowhead Regional Library Board	Cr. Klumph (Alt. Cr. Sawatzky)	<u> </u>



C.A.O Report

To: Town Council

Date: April 12, 2022

Re: April 8, 2022 Report

Communication Services:

- Social Media Stats from the last 28 days
 - Facebook:
 - 9,496 people reached on Facebook
 - 4,208 post engagements on Facebook
 - 19 added page likes
 - 3,046 video views
 - 352 Story Reach
- Town of Barrhead website performance
 - 4,187 visitors to the site from March 9 – April 7
 - Most popular page:
 - Home page 1,536 visitors
 - Pool 1,434
 - Community events 333
 - Employment 325
 - Local News 316
- Top Videos in the last 28 days:
 - Lifeguard Training (78 Views)
 - St Paddy's Shenanigans (143 views)

Enforcement Services:

The Department currently has 19 open files under review/investigation:

- Bylaw issues: 14 files
- Traffic Enforcement (ie: speeding, school zone speeding, distracted driving): 3 files
- Animal control matters: 2 file

Fire Protection Services:

- Incidents from March 1 – March 31, 2022
 - Fire Calls – 2
 - Motor Vehicle Accidents – 2
 - Ambulance Assist – 13
 - Elevator Rescue – 1
 - False Alarms – 3

For the month of March there were a total of 21 calls which represented a total of 141.75 firefighter hours.

- Training:
 - Continue the NFPA 1001 level 1 firefighter, 4 students
 - Medical First Responder course 10 students
 - Evaluated and proctor for Westlock NFPA 1072, hazmat awareness and operations.
 - Window bail outs and rescue
 - Wildland pumping operations
- Other
 - Completed the St Paddy's Day fundraiser, attendance was lower than anticipated. Members took away some good lessons for the next event.
 - New Wildland gear ordered and arrived. Waiting on patching to distribute.
- Total membership of 35; 34 responding members with 1 member on a leave of absence. Had a few members leaving due to work or change in life focus.

Recreation Services:

- Operational:
 - St. Patty's Paint Night was held on March 17 with 17 participants in attendance
 - Communities-In-Bloom has decided our community will compete this year.
 - Swim Club has wrapped up their season and had their last swim on March 24th
 - The Town hosted 2 swim instructor courses and 1 bronze medallion course.
 - Arena ice removed
 - Slab is being set up for bounce house rentals
 - Maintenance (painting and repairs) has started in the arena

- Queen Bee Sisterhood program for girls ages 9-13 to run for 6 weeks every Wednesday starting April 13th
- Ball diamond user meeting scheduled for April 12
- Ice user meeting for April 19 to review the previous season
- Almost every weekend the Pool is booked for Birthday Party rentals,
- Confirmed School swimming lessons with Neerlandia, Fort Assiniboine, and Onoway. These lessons will take place every Monday-Thursday from April 4-June 23,
- Enrollment in the Aquafit and Aquaspin classes have been increasing with positive participant feedback, the Department is planning to add more spin classes in May.
- Public Swimming Lessons registration will be April 11.
- Public Swimming lessons starts on April 19 and run until June 24,

➤ **Upcoming Special Events:**

- Parks n' Trails Easter Egg Hunt will take place on April 15th, as well as a Youth Bunny Hop on the 15th from 12-4pm
- "Plant Night" event will be hosted on April 22nd

➤ The Town's upcoming YouTube schedule is as follows:

<u>Video</u>	<u>Date</u>	<u>Description</u>	<u>Pillar</u>
Bounce Houses	April 8, 2022	Promote bounce house drop in programs and rentals	Recreation
Easter Events	April 14, 2022	Promote Parks and Trails, Easter Egg Hunt, Youth Bunny Hop and Easter Swim	Recreation
Iron Kingdom Fitness & Cecile Martin Circuit	April 22, 2022	Promote the gym and outdoor physical activities	Economic Development Recreation
Your Good Morning Ep. 3	April 30, 2022	Community programs, events and business updates for May	Economic Development

Transportation Services:

➤ Operational:

- Cross training of staff
- Start street sweeping
- Auger & Camera two more sewer services
- Finish off last of culvert thaws
- Start installation of landfill cameras
- Hydrovac and replace two water service valves
- Taking snow boards off gravel trucks
- Working with Fortis on power issues that took out Towns variable drives on lagoon blowers.
- Working on upgrading shop safety program and training
- Start pot hole patching with cold mix

➤ Capital:

- Roof on sewage lagoon blower building finished except for metal capping
- Pumps for reservoir project arrive work to commence in a couple of weeks

Edward LeBlanc - CAO

(original report signed by the C.A.O.)

Town of Barrhead

COUNCIL ACTION LIST ON RESOLUTIONS DIRECTING ADMINISTRATION - AS OF MARCH 22, 2022

Reference Number	Resolution	Comments	Status
	<u>March 22, 2022 Council Meeting</u>		
115-22	Moved by Cr. Kluin that Council instructs Administration to prepare an amending Bylaw to the current Traffic Bylaw 03-2021 to accommodate the request from St. Anne's Roman Catholic Church dated March 10, 2022 to have one handicapped parking stall installed on the southeast corner of 52nd Avenue and 50th Street and present it at the next Council Meeting.		In progress
107-22	Moved by Mayor McKenzie that Council appoints Mr. Gerry St. Pierre to the Barrhead Regional Water Commission, as a member -at-large for the 2022-2023 term.	Mr. St. Pierre was advised of the noted appointment	Completed
	<u>February 22, 2022 Council Meeting</u>		
073-22	Moved by Cr. Kluin that Council authorizes a rate increase of \$5.00 per category, as presented for the Barrhead Regional Landfill, effective April 1, 2022 subject to the Barrhead County Council approving the same rate structure.	Received notification from the County that the proposed new rates were included in their 2022 Interim Budget. New rates will be implemented on April 1, 2022.	Completed
072-22	Moved by Cr. Sawatzky that Council instructs Administration to draft a revised Bylaw to Bylaw 06-2017, the Business License Bylaw, as directed and present it at the next regular Council Meeting.	Revised Bylaw 04-2022 was part of the March 8th Council Meeting for review and consideration.	Completed
071-22	Moved by Cr. Assaf that Council authorizes Administration to enter into a design build contract with New Line Skateparks Inc. for the construction of an All-Wheel Skate Park to be located on Lot 9A, Block 1, Plan 0521175 with an upset overall budget of \$800,000.00.		Completed
070-22	Moved by Cr. Smith that Council forward Wild Alberta Committee's funding request to the 2022 Budget Retreat for further discussion.		Completed
	<u>February 8, 2022 Council Meeting</u>		
056-22	Moved by Cr. Kluin that Council appoints Councillor Klumph to the Regional Landfill Committee for the 2021-2022 term.		Completed

Town of Barrhead

COUNCIL ACTION LIST ON RESOLUTIONS DIRECTING ADMINISTRATION - AS OF MARCH 22, 2022

Reference Number	Resolution	Comments	Status
055-22	Moved by Cr. Assaf that Council appoints Mr. Steve Bablitz to the Municipal Planning Committee, for a one-year term from January 1, 2022 to December 31, 2022.	Mr. Bablitz was formally notified	Completed
	<u>December 14, 2022 Council Meeting</u>		
431-21	Moved by Cr. Klumph that Council instructs Administration to work with the Barrhead Regional Water Commission to come up with an agreement whereby the Commission pays the Town for future sewer operating expenses and capital expenditures.		In Progress
	<u>November 23, 2021 Council Meeting</u>		
415-21	Moved by Cr. Assaf that Council directs Administration to make the necessary arrangements for the recognition of long service awards for elected officials for the 2022 AUMA Convention.	It was confirmed by AM (Alberta Municipalities) that there is recognition for long service of municipal elected officials with at least 20 years of service. Nomination packages are released in the Spring. 2021 deadline was July 9, 2021. Administration will forward information on Councillor Don Smith and other past elected officials for the 2022 Convention.	In Progress
	<u>April 13, 2021 Council Meeting</u>		
141-21	Moved by Cr. Smith that Administration move forward on preparing the Traffic Impact Assessment for a cost not to exceed \$7,000.00.	Administration received the draft T.I.A. on February 18th and forward the document to Alberta Transportation. We are expecting a formal response from the Province by the end of March.	Completed
	<u>March 9, 2021 Council Meeting</u>		
083-21	Moved by Cr. Assaf that Council authorize the disposal of the 2012 International garbage truck at a public auction, vendor to be at the discretion of Administration.	The new unit arrived mid-February and will be in-service in the early part of March. Once all ordered bins have arrived, Administration will be moving forward to dispose of the old unit.	Pending

Barrhead & District Social Housing Association
Minutes
Regular Board Meeting – January 27th, 2022

Members Present: Craig Wilson, Don Smith, Roberta Hunt, Bill Lane, Meerten Zeldenrust
Members Absent: Peter Kuelken
Staff Present: Tyler Batdorf, Su Macdonald

1.0 The meeting was called to order at 10:05 a.m.

2.0 Approval of Agenda

Additions:

6.3 Old Truck

Bill Lane moved to accept the January 26, 2022, Regular Meeting Agenda with Addition.

Carried Unanimously

3.0 Adoption of the Minutes

Don Smith moved to adopt the Minutes of the Regular Board Meeting of November 30, 2021.

Carried Unanimously

4.0 Reports

4.1 Financial Report

Income Statements for Lodges, Seniors' Self-Contained, Community Housing and the John & Gerald Support Fellowship were presented.

Don Smith moved to accept the Financial Report as presented.

Carried Unanimously

4.2 Acting CAO/Facilities Manager Reports

-Covid 19 Update

-Staffing

-Resident Satisfaction

-Dietary

-Housekeeping

-Activities

-ASHC Project Update

-BDSHA Project Update

Initials: Chairperson CW CAO DS

Bill Lane moved to accept the Acting CAO/Facilities Manager's Reports as presented.

Carried Unanimously

- 4.3 Vacancy Report
- | | |
|----------------------|--------------|
| -Hillcrest Lodge | 9 vacancies |
| -Klondike Place | 2 vacancies |
| -Golden Crest Manor | 7 vacancies |
| -Jubilee Manor | 4 vacancies |
| -Pembina Court Manor | 4 vacancies |
| -JDR Manor | no vacancies |
| -Barrhead CH | 2 vacancies |
| -Swan Hills CH | 5 vacancies |

Bill Lane moved to accept the Vacancy Report as presented.

Carried Unanimously

- 4.4 Safety Report
- | | |
|--------------|---|
| -Incidents | 3 |
| -Near Misses | 1 |

Roberta Hunt moved to accept the Safety Report as presented.

Carried Unanimously

- 4.5 Cheque Log for December 2021

Don Smith moved to accept the Cheque Log as presented.

Carried Unanimously

5.0 Old Business

- 5.1 John & Gerald Fellowship
The Deputy CAO & Corporate Services Manager updated the Board on the progress of the transfer of the property and management to The Blue Heron Support Services – for information only.

- 5.2 Hillcrest Bus RFP
The Acting CAO advised the Board that the original bus approved by the Board was no longer available. New specifications were presented.

Meerten Zeldenrust moved that a Request for Proposal be put out for tender based on the new specifications.

Carried Unanimously

Initials: Chairperson

C.W.

CAO

[Signature]

5.3 Corporate Image and Rebranding

A sample quote was presented to the Board for rebranding and website design.

Roberta Hunt moved that an advertisement be placed in the local paper requesting proposals for corporate rebranding and website design.

Carried Unanimously

5.4 New Hillcrest Office Update

Three options were presented to the Board

-Option 1: No A/C at a cost of \$70,000

-Option 2: New 6-ton unit at a cost of \$156,482.72

-Option 3: Revision of existing deducting plus exhaust fan at a cost of \$144,586.21.

Don Smith moved that Option 2 be accepted.

Carried 4-1

6.0

New Business

6.1 Klondike Place Fire Panel Replacement

Inspections have revealed that the fire panel will need to be replaced as parts are now obsolete due to its age.

Bill Lane moved that the replacement of the fire panel be put out for tender.

Carried Unanimously

6.2 Policy Review and Approval

The following policies were presented for approval

-Drugs & Alcohol

-Health & Safety

-Psychological Hazards

Bill Lane moved to approve the Policies as presented.

Carried Unanimously

6.3 Old Truck

Should the old truck be kept or sold?

Meerten Zeldenrust moved that the old truck be kept by BDSHA.

Carried Unanimously

7.0

ASCHA Convention

Information was presented about the upcoming ASCHA Convention in Calgary and a request was made for the names of any Board members and spouses that wished to attend.

Initials: Chairperson

C.W.

CAO

[Signature]

8.0 In Camera – Board and Acting CAO

Bill Lane made a motion to move in camera at 11:39 a.m.

Carried Unanimously

Meerten Zeldenrust moved to come out of camera at 11:49 a.m.

Carried Unanimously

9.0 In Camera – Board Only

Meerten Zeldenrust made a motion to move in camera at 11:50 a.m.

Carried Unanimously

Don Smith moved to come out of camera at 12:19 p.m.

Carried Unanimously

10.0 Time and Date of Next Meeting

February 28, 2022 @ 10:00 a.m.

11.0 Adjournment

Meeting adjourned at 12:30 p.m.



Signature: Craig Wilson, Chairperson



Date



Signature: Tyler Batdorf, Acting CAO



Date

Barrhead & District Social Housing Association
Minutes
Regular Board Meeting – February 28, 2022
(Rescheduled to March 7, 2022)

Members Present: Craig Wilson, Don Smith, Roberta Hunt, Bill Lane, Meerten Zeldenrust,
Peter Kuelken

Members Absent:

Staff Present: Tyler Batdorf, Su Macdonald

1.0 The meeting was called to order at 12:00 p.m.

2.0 Approval of Agenda

Additions:

8.1 CAO

Peter Kuelken moved to accept the March 7, 2022, Regular Meeting Agenda with Addition.

Carried Unanimously

3.0 Adoption of the Minutes

Correction:

Date amended to February 28, 2022

Bill Lane moved to adopt the Minutes of the Regular Board Meeting of January 28, 2022, with Correction.

Carried Unanimously

4.0 Reports

4.1 Financial Report

Income Statements for Lodges, Seniors Self-Contained, Community Housing
and the John & Gerald Support Fellowship were presented.

Roberta Hunt moved to accept the Financial Report as presented.

Carried Unanimously

4.2 CAO Report

-Covid 19 Update

-Staffing

-Time Clock System

-Activities Report

Initials: Chairperson

C.W.

CAO



- ASHC Project Update
- BDSHA Project Update

Don Smith moved to accept the CAO's Report as presented.

Carried Unanimously

- 4.3 Vacancy Report
- Hillcrest Lodge 11 vacancies
 - Klondike Place 0 vacancies
 - Golden Crest Manor 6 vacancies
 - Jubilee Manor 4 vacancies
 - Pembina Court Manor 6 vacancies
 - JDR Manor no vacancies
 - Barrhead CH 1 vacancy
 - Swan Hills CH 5 vacancies

Bill Lane moved to accept the Vacancy Report as presented.

Carried Unanimously

- 4.4 Cheque Log for January 2022

Meerten Zeldenrust moved to accept the Cheque Log as presented.

Carried Unanimously

The meeting was temporarily adjourned for lunch at 12:35 p.m. and reconvened at 1:01 p.m.

5.0 Old Business

- 5.1 John & Gerald Fellowship
The Deputy CAO & Corporate Services Manager updated the Board on the progress of the transfer of the property and management to The Blue Heron Support Services – for information only.

Meerten Zeldenrust moved that the Board accept the update.

Carried Unanimously

- 5.2 Hillcrest Bus RFP
The CAO presented the results of the RFP from five vendors.

Bill Lane moved that an order for the bus be placed with Crestline and that the funds set aside for this purchase be used with the balance coming from the capital fund.

Carried Unanimously

Initials: Chairperson C.W. CAO 

- 5.3 Corporate Image and Rebranding
The Deputy CAO & CSM presented the results of the RFP from three vendors.

Peter Kuelken moved that the contract be awarded to Connie Bablitz Design.

Carried Unanimously

- 5.4 New Hillcrest Office Update
The CAO presented the Board with an update on the office expansion – for information only.

Bill Lane moved that the Board accept the update.

Carried Unanimously

6.0 New Business

- 6.1 Proposed Organizational Chart & Staff Requirements
The CAO presented a new Organizational Chart to the Board for approval.

Don Smith moved that the proposed Organizational Chart be approved as presented.

Carried Unanimously

- 6.2 Rental Rate Review
The Deputy CAO & CSM requested that the Board review the rental rates for the Lodges and social housing

Peter Kuelken moved that this item be tabled until the March meeting when the budget would be available.

Carried Unanimously

- 6.3 Requisitioning
The Deputy CAO & CSM presented the Board with an estimate (pre-audit) of the deficit for Hillcrest Lodge and requested that the Board consider whether it wishes to requisition for the 2022 financial year.

Don Smith moved that the Board requisition for \$261,391 to keep it in line with prior years.

Carried Unanimously

Initials: Chairperson C.W. CAO 

6.4 Lodge Minimum Rent

The Deputy CAO & CSM requested that the Board amend policy VII-11&12 to include a provision for residents with incomes of \$3,864 or less on line 15000 of their Income Tax Return.

Roberta Hunt moved that the Board amend the policy to include, "Residents with incomes of \$3,864 or less on line 15000 be charged only the fixed service portion of rent for Lodge accommodation."

Carried Unanimously

6.5 Vehicle Policy Review and Approval

The CAO presented two amendments to BDSHA's Vehicle Policy, one including the addition of a requirement for Driver's Transcripts, for approval.

Bill Lane moved that the amendment including the Driver's Transcript be approved and that BDSHA bear the cost of obtaining Transcripts.

Carried Unanimously

7.0 Correspondence

None

8.0 In Camera – Board and Acting CAO

Don Smith made a motion to move in camera at 2:03 p.m.

Carried Unanimously

Peter Kuelken moved to come out of camera at 2:27 p.m.

Carried Unanimously

Roberta Hunt moved that Tyler Batdorf be appointed permanent CAO.

Don Smith moved to remunerate the CAO according to the range presented by him.

Bill Lane moved to request the CAO to create an evaluation process for his position.

All Carried Unanimously

9.0 In Camera – Board Only

Not Required

10.0 Time and Date of Next Meeting

March 22, 2022 @ 10:00 a.m. for a Salary Review Meeting

March 22, 2022 @ 1:00 p.m. for a Regular Board Meeting

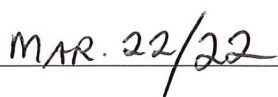
Initials: Chairperson C.w. CAO 

11.0 Adjournment

Meeting adjourned at 2:48 p.m.



Signature: ~~Craig~~ Wilson, Chairperson



Date



Signature: Tyler Batdorf, CAO



Date

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: April 12, 2022

Re: Bylaw 05-2022, Property Tax Bylaw

1.0 Purpose:

For Council to pass all three readings to Bylaw 05-2022, the Property Tax Bylaw for the 2022 taxation year.

2.0 Background and Discussion:

Based on the direction Administration received from Council during the various budget deliberations, Bylaw 05-2022 reflects no change in the general municipal tax rates from 2021.

Reverting back to pre-Covid years, the proposed due date for the 2022 property taxes is set for June 30th.

The Bylaw also outlines that a 12% penalty be added to all current unpaid taxes after June 30, 2022, and an additional 12% penalty be added to all outstanding taxes after December 31, 2022. These penalty amounts are also the same as in pre-Covid years. In 2020 and 2021, Council reduced these penalty amounts to 6% each.

3.0 Alternatives:

3.1 Council pass all three readings to Bylaw 05-2022, the Property Tax Bylaw, as presented.

3.2 Council instructs Administration to amend the proposed Bylaw 05-2022, the Property Tax Bylaw, as directed and pass all three readings.

3.3 Council tables proposed Bylaw 05-2022, the Property Tax Bylaw, and instructs Administration to provide further information and bring back the information at the next Council Meeting.

4.0 Financial Implications:

The majority of the property tax revenues will be received by June 30, 2022, which is similar to pre-Covid years.

5.0 Interdepartmental Implications:

Not applicable.

6.0 Senior Government Implications:

Not applicable.

7.0 Political/Public Implications:

Property Tax due date for all tax accounts is June 30, 2022

8.0 Attachments:

8.1 Draft Bylaw 05-2022

9.0 Recommendations

Council pass all three readings to Bylaw 05-2022, the Property Tax Bylaw.

(Original signed by the CAO)
Edward LeBlanc
CAO

**BYLAW 05-2022
PROPERTY TAX BYLAW**

A BYLAW OF THE TOWN OF BARRHEAD, IN THE PROVINCE OF ALBERTA, TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE TOWN OF BARRHEAD FOR THE 2022 TAXATION YEAR.

WHEREAS, the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, 2000, and amendments thereto, authorizes Council to pass a property tax Bylaw annually, and

WHEREAS, the Town of Barrhead, in the Province of Alberta has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the Council meeting held on April 12, 2022, and

WHEREAS, the assessor has assigned the assessment classes to the property on the Town of Barrhead Assessment Roll as;

- Class 1 - Residential,
- Class 2 - Non-Residential, and Non-Residential Linear
- Class 3 - Farm Land,
- Class 4 - Machinery and Equipment, and

WHEREAS, property tax rate in this Bylaw shall be referred to as the tax rate, as defined in Section 355 of the Municipal Government Act, times 1,000, and

WHEREAS, the estimated municipal revenues and transfers from all sources other than property taxation is estimated at \$ 7,912,480, and the balance of \$ 6,696,470, is to be raised by general municipal taxation, and

WHEREAS, the estimated municipal expenditures (excluding non-cash items of \$ 1,955,000) and transfers set out in the budget for the Town of Barrhead for 2022 are estimated at \$ 14,598,060, and

WHEREAS, the estimated amount required to repay principal debt to be raised by general municipal taxation is \$ 159,120, and

WHEREAS, the estimated amount required for current year capital expenditures to be raised by general municipal taxation is \$ 862,430, and

WHEREAS, the current year capital revenues and expenditures are estimated as \$ 7,612,223, and

WHEREAS, the Requisitions, including underlevies and overlevies to create the total 2022 requisition levies are:

ALBERTA SCHOOL FOUNDATION FUND (ASFF)	
Residential and Farmland	\$ 993,220
Non Residential/Linear	\$ 466,870
BARRHEAD & DISTRICT SOCIAL HOUSING ASSOCIATION	\$ 61,320
GOVERNMENT ALBERTA DESIGNATED INDUSTRIAL PROPERTY	\$ 530

WHEREAS the total taxable assessment of all property in the Town of Barrhead as shown on the assessment roll is:

Residential	371,472,090
Farmland	125,400
Non-Residential	115,005,750
Linear, Designated Industrial	6,919,210
Machinery and Equipment	1,115,880
TOTAL TAXABLE ASSESSMENT	494,638,330

BYLAW 05-2022

NOW THEREFORE, under the authority of the Municipal Government Act, the Council of the Town of Barrhead, in the Province of Alberta, enacts as follows:

- That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on all taxable property as shown on the assessment roll of the Town of Barrhead:

	<u>Tax Levy</u>	<u>Assessment</u>	<u>Tax Rate</u>
General Municipal			
Residential/Farmland	\$ 3,150,218	\$ 371,597,490	8.47750
Non-Residential	\$ 1,620,489	\$ 115,005,750	14.09050
Linear	\$ 97,495	\$ 6,919,210	14.09050
Machinery & Equipment	\$ 15,723	\$ 1,115,880	14.09050
Total	\$ 4,883,925	\$ 494,638,330	
Aquatic Centre Debenture			
Residential/Farmland	\$ 218,276	\$ 371,597,490	0.58740
Non-Residential	\$ 67,554	\$ 115,005,750	0.58740
Linear	\$ 4,064	\$ 6,919,210	0.58740
Machinery & Equipment	\$ 655	\$ 1,115,880	0.58740
Total	\$ 290,551	\$ 494,638,330	
Alberta School Foundation Fund (ASFF)			
Residential/Farmland	\$ 993,225	\$ 371,340,690	2.67470
Non-Residential	\$ 439,105	\$ 109,423,260	4.01290
Linear	\$ 27,766	\$ 6,919,210	4.01290
Total	\$ 1,460,096	\$ 487,683,160	
Barrhead & District Social Housing			
Residential/Farmland	\$ 46,603	\$ 371,340,690	0.12550
Non-Residential	\$ 13,733	\$ 109,423,260	0.12550
Linear	\$ 868	\$ 6,919,210	0.12550
Machinery & Equipment	\$ 140	\$ 1,115,880	0.12550
Total	\$ 61,344	\$ 488,799,040	
Gov't Alberta Designated Industrial			
Non-Residential Linear	\$ 530	\$ 6,919,210	0.07660
Total	\$ 530	\$ 6,919,210	
GRAND TOTAL	\$ 6,696,444		

A summary of tax rates for all assessed value of lands, buildings and improvements shown on the Assessment and Tax Roll of the Town of Barrhead for the year 2022 are as follows:

<u>Municipal:</u>	<u>Residential</u>	<u>Non-Residential</u>	<u>Farmland</u>	<u>Machinery & Equipment</u>	<u>Non-Residential Linear</u>
General Operations of Council	8.4775	14.0905	8.4775	14.0905	14.0905
Aquatic Centre Debenture	<u>0.5874</u>	<u>0.5874</u>	<u>0.5874</u>	<u>0.5874</u>	<u>0.5874</u>
TOTAL MUNICIPAL	9.0649	14.6779	9.0649	14.6779	14.6779
<u>Requisitions:</u>					
Alberta School Foundation Fund	2.6747	4.0129	2.6747	0.0000	4.0129
Barrhead & Dist. Social Housing	0.1255	0.1255	0.1255	0.1255	0.1255
Gov't Alberta Desig. Industrial	<u>0.0000</u>	<u>0.0000</u>	<u>0.0000</u>	<u>0.0000</u>	<u>0.0766</u>
TOTAL REQUISITIONS	<u>2.8002</u>	<u>4.1384</u>	<u>2.8002</u>	<u>0.1255</u>	<u>4.2150</u>
TOTAL TAX RATES	<u>11.8651</u>	<u>18.8163</u>	<u>11.8651</u>	<u>14.8034</u>	<u>18.8929</u>

BYLAW 05-2022

2. That a penalty of twelve percent (12%) shall be added on all unpaid current year taxes, including local improvement taxes, remaining unpaid after June 30, 2022 and shall be added on July 4, 2022.
3. That a penalty of twelve percent (12%) shall be added on all outstanding taxes and related costs that remain unpaid after December 31, 2022 and shall be added on the fourth (4th) day of January 2023.
4. That payment must be made by cash, debit, money order, internet banking, telephone banking, accepted cheque or draft (draft payable at par), Barrhead, Alberta.
5. That the assessment notice and the tax notice relating to the same property shall be combined on one notice.
6. That any complaint regarding the assessment notice must be lodged within 60 days from the date of mailing of the assessment notice.
7. Should any provision of this bylaw be deemed to be invalid then such invalid provision will be severed from this bylaw and such severance will not affect the validity of the remaining portions of this bylaw, except to the extent necessary to give effect to such severance.

Read a first time this _____ day of _____, 2022.

TOWN OF BARRHEAD

Mayor, David McKenzie

CAO, Edward LeBlanc

Read a second time this _____ day of _____, 2022.

TOWN OF BARRHEAD

Mayor, David McKenzie

CAO, Edward LeBlanc

Read a third time this _____ day of _____, 2022 and passed.

TOWN OF BARRHEAD

Mayor, David McKenzie

CAO, Edward LeBlanc

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: April 12, 2022

Re: Bylaw 06-2022, Cemetery Bylaw

1.0 PURPOSE:

To present Bylaw 06-2022, the Cemetery Bylaw, for formal review, consideration and endorsement.

2.0 BACKGROUND AND DISCUSSION:

In 2021, Council did a thorough review of the Cemetery Bylaw, passing an amended Bylaw 08-2021 on October 26, 2021.

During the 2022 Budget Retreat, Council discussed various revisions to the Cemetery Fees. These revisions have been incorporated into new Bylaw 06-2022.

Rose Garden Chapel currently owns the two columbariums that are located in the cemetery. They advised that there are very few unsold niches left in the existing columbariums, and once they are all sold, they will not be purchasing a new columbarium. As a result, during the Town's budget deliberations Council authorized Administration to purchase a new 64-niche Columbarium. Columbarium niche sales and fees have also been incorporated into Bylaw 06-2022.

3.0 ALTERNATIVES:

- 3.1 That Council give all three readings to Bylaw 06-2022, the Cemetery Bylaw.
- 3.2 That Council tables the first reading of Bylaw 06-2022, the Cemetery Bylaw and instructs Administration to provide further information at the next Council meeting.

4.0 FINANCIAL IMPLICATIONS:

Not Applicable

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not Applicable

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not Applicable

7.0 POLITICAL/PUBLIC IMPLICATIONS:

With the passage of Bylaw 06-2022, it updates the various components to the general operations of the Town's Cemetery Services.

8.0 ATTACHMENTS:

- 8.1 Bylaw 06-2022, Cemetery Bylaw
- 8.2 Bylaw 06-2022, Schedule A – Rates
- 8.3 Bylaw 06-2022, Schedule B – Cemetery Plot Sale Contract
- 8.4 Bylaw 06-2022, Schedule C – Columbarium Niches Sales Contract

9.0 RECOMMENDATION:

That Council give all three readings to Bylaw 06-2022, the Cemetery Bylaw.

(original signed by the CAO)
Edward LeBlanc
CAO

**BYLAW 06-2022
CEMETERY BYLAW**

A BYLAW OF THE TOWN OF BARRHEAD IN THE PROVINCE OF ALBERTA TO DEVELOP A BYLAW FOR THE MAINTENANCE AND CONTROL OF THE BARRHEAD MUNICIPAL CEMETERY

WHEREAS, the Town of Barrhead is the registered owner of a certain parcel of land in part of NE-22-59-3-W5M;

WHEREAS, it is deemed expedient to adopt regulations for the maintenance and control of the Town of Barrhead Municipal Cemetery;

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

A. TITLES AND DEFINITIONS

1. This Bylaw may be cited as the “Town of Barrhead Cemetery Bylaw”.
2. In this Bylaw, unless the context otherwise requires, the word, term or expression:
 - a) **“ACT”** shall mean the Cemeteries Act, Revised Statutes of Alberta 2000 Chapter C-3 and amendments thereto.
 - b) **“ADMINISTRATOR”** shall mean the CAO of the “Town of Barrhead” or a person authorized to act as an agent for the Town of Barrhead.
 - c) **“ASH INTERMENT”** means the act of burying cremated remains. The act includes the digging of the Grave, placement of the ashes and backfilling of the Grave. Also means the act of placing cremated remains in the Columbarium.
 - d) **“BLOCK”** means a group of Plots (Graves) without a walkway or roadway between them.
 - e) **“CAO”** shall mean the person appointed as the Chief Administrative Officer of the Town of Barrhead.
 - f) **“CEMETERY”** shall mean the Barrhead Municipal Cemetery located in part of NE-22-59-3-W5M, which includes the Barrhead Community Cemetery, Eastlawn Cemetery, and Russo Greek Orthodox Cemetery.
 - g) **“CEMETERY CARETAKER”** means an employee or department of the Town of Barrhead charged with the care and control of the Cemetery.
 - h) **“COLUMBARIUM”** means a structure designed for storing the ashes of human remains that have been cremated. The Town has an agreement with the owner of the Columbarium regarding ownership of the structure and eventual transfer of ownership to the Town.
 - i) **“CONCRETE FOUNDATION”** means a piece of rectangular concrete which is placed to support a Monument.
 - j) **“COUNCIL”** shall mean the Council of the Town of Barrhead duly assembled.
 - k) **“CREMAINS”** means ashes of cremated human bodies.
 - l) **“CREMATION URN”** means a container or vessel to hold the cremated remains or ashes of human bodies. Cremation Urns are owned by the purchaser and the Town is not responsible or liable for the care, replacement or insurance coverage of the said Urn.
 - m) **“FEES”** shall mean a schedule of Fees as established by Council and amended from time to time.
 - n) **“GRAVE”** means a Plot designed for the burial of human remains or ashes.

- o) **“GRAVE LINER”** means a concrete; metal, fiberglass or plywood rough box placed in a Grave to house a casket.
- p) **“IMMEDIATE FAMILY MEMBER”** shall mean the spouse, mother, father, daughter, son, brother or sister, of the owner of a Plot.
- q) **“INDIGENT”** shall mean a person without means, support, or known relatives requiring burial at the Cemetery.
- r) **“INFANT/CHILD CEMETERY”** means the area located in the northeast corner of the Eastlawn Cemetery.
- s) **“INTERMENT”** means the act of burying human remains.
- t) **“MONUMENT”** means a structure in the Cemetery erected or constructed on any Grave or Plot, for memorial purposes; a headstone, tombstone, upright or vertical Monument, pillow Monument, a flat Monument, that is made of granite, marble, bronze, or other material acceptable to the Town. All of these are supported by a Concrete Foundation which is somewhat lower but level with the surrounding ground contour of that particular Grave. Monuments are owned by the purchaser and the Town is not responsible or liable for the care, replacement or insurance coverage of the said Monument.
- u) **“NICHE”** means a single compartment within a Columbarium specifically designed to hold a statue or a cremation urn. The Town has an agreement with the owner of the Columbarium regarding the Perpetual Care Funds collected and forwarded to the Town upon sales of the Niche(s). Statues or cremains urns are owned by the purchaser and the Town is not responsible for the care, replacement or insurance coverage of the said statue or cremation urn.
- v) **“OPEN and CLOSE”** means the digging of the Grave, the placement of the Grave Liner or vault, backfilling of the Grave, site clean-up and placement of funeral decorations and reestablishment of grass as soon as practicable afterwards. This applies to the digging of a cremation Grave by manual or mechanical means. This also applies to the opening and closing of a Niche in the Columbarium.
- w) **“PERPETUAL CARE”** shall mean the preservation, improvement and maintenance of Cemetery Plots and Town owned Columbarium structures. This does not include any care, replacement or insurance coverage for any Monument, Niche plaque, statues, Cremains urns or other temporary or permanent structures located in the Cemetery and not owned by the Town.
- x) **“PERPETUAL CARE FUND”** shall mean funds received from the owner for the purpose of providing general maintenance of the Cemetery Plots and Columbarium.
- y) **“PLOT”** means a clearly delineated parcel of land, numbered and marked on the Cemetery plan and duly registered in the Cemetery files, located at the Town Office.
- z) **“PURCHASER”** shall mean the person who purchases or owns a plot at the Cemetery or their executor. This shall also include the Executor of the Estate of the Purchaser when enacted.
- aa) **“RESERVE PLOT”** means a Plot or number of Plots which are to be reserved for the burial of one or more deceased persons.
- bb) **“RUNNERS”** means the Concrete Foundation installed by the Town to support Monuments. These foundations are continuous in fashion.
- cc) **“TOWN”** shall mean the Town of Barrhead, a Corporate Body of the Province of Alberta.

B. DUTIES OF ADMINISTRATOR

- a. The Administrator and keep and maintain plans of the Cemetery and all records in connection therewith.
- b. In addition to the lands described in this bylaw, the Town may, from time to time, designate certain other lands, whether adjoining or abutting the said lands, for cemetery purposes and these lands shall be regulated and controlled in accordance with this Bylaw.

- c. The Town Office, or the Designated Funeral Home as authorized by the Town, shall conduct the Sales of Plots in the Cemetery.
- d. Issue to the Purchaser a Cemetery Plot sales contract, Schedule “B” and collect any and all Fees as specified in Schedule “A” of this Bylaw.
- e. Enforce all obligations of the Town pursuant to the Cemeteries Act, Revised Statutes of Alberta 2000 Chapter C-3 of the and any amendments thereto.
- f. Lists of recent Interments, ownership of reserved plot(s), etc. shall not be given to any commercial establishment, employee or agents thereof.

C. REGULATIONS

1. SALE OF PLOTS

- a. Council is authorized to adopt by resolution, the Fees and charges for the sale of a Plot in the Cemetery, as deemed necessary. Said Fees and charges are to apply in all cases and are to include perpetual upkeep of the Plot(s), whether occupied or otherwise, but not to include the maintenance, placing or removal of Monuments or Grave markers. Fees and charges shall be those listed in Schedule “A” attached hereto, as amended from time to time.
- b. Any Perpetual Care Fees collected shall be placed in the “Perpetual Care Fund” held by the Town. This fund shall be used solely for the upkeep of the Cemetery.
- c. The Cemetery Plot Sale Contract, for any Plot sold, shall be signed by the Administrator, or the Designated Funeral Home as authorized by the Town, and delivered to the Purchaser(s).
- d. Full Size Plots: 5 feet x 10 feet

Child Size Plots: 3 feet x 10 feet
Infant Size Plots: 3 feet x 5 feet
 (located in the designated area in Eastlawn Cemetery, if this type of plot is chosen by the Purchaser)

Interment - 1 casket or Urn
Interment - 1 casket or Urn
- e. Cemetery plans showing the area for burial purposes, including a record of all Interments and Reserved Plots will be kept at the Town Office.

2. RESERVED PLOT(S)

- a. At the time that a Plot(s) is/(are) reserved, payment of all applicable Fees and charges will apply.
- b. Those persons owning Plot(s) in the Cemetery who do not wish to utilize them, may resell the Plot, at their own discretion, on the open market, however, the Town must be notified in writing and given the first right of refusal. No transfer shall be valid unless it is duly registered with the Town.
- c. Any Plot to be purchased back by the Town, will be at the CAO or designates discretion, and will be at the original purchase price. A copy of the purchase receipt must be provided to the Town.

3. COLUMBARIUM NICHE SALES

- a. The Columbarium Niche Sales Contract (**Schedule ‘C’**) shall be signed by the **Town of Barrhead, as the Owner of the Columbarium, and the Purchaser.** ~~Funeral Home, as the owner of the Columbarium while Niche sales are being conducted, and delivered to the Purchaser(s). A copy of the Columbarium Niche Sales Contract is also provided to the Town.~~
- b. ~~The Perpetual Care Fees collected, on behalf of the Town, on the sale of the Niche will be forwarded to the Town.~~
- c. Any Perpetual Care Fees collected shall be placed in the “**Columbarium - Perpetual Care Fund**” held by the Town. This fund shall be used solely for the upkeep of the Columbarium.

4. INTERMENTS

- a. No human remains shall be buried within the limits of the Town of Barrhead except within a registered or designated cemetery.
- b. Burial permits are required for all Interments of human remains and Creains.
- c. Applications must be made at least two working days prior to the time established for burial. This notification may be waived when the body to be interred died from a contagious disease or if special circumstances so require.
- d. Every Purchaser obtaining a Plot or Plots in the Cemetery shall be held responsible for the cost thereof and for all charges in connection therewith.
- e. Any person signing an order for Interment will be held responsible for all charges in connection with such Interment. Such persons shall, in addition, be held responsible for compliance with the regulation governing erection of Monuments applicable to that part of the Cemetery in which the Interment is made.
- f. Funeral Directors must provide the necessary lowering devices and Grave Liners (if necessary) and make their own arrangements for the placing of mats, wreaths, flowers, and other ornamental objects on or around the Grave.
- g. Only concrete, metal, fiberglass or plywood Grave Liners shall be permitted and shall be identified when ordering an Interment. Grave Liners are not supplied by the Town.
- h. If sold as a single Plot, the Plot is restricted to the burial remains of one (1) body in a casket, or one (1) body in a casket and not more than three (3) urns of cremated remains, or three (3) urns in the same Plot.
- i. If sold as a double depth Plot, the Plot will accommodate two (2) bodies in separate caskets, at the same time or at different times in such a manner that one (1) casket is placed immediately above the other and purchased specifically for this purpose on the opening for the first casket. The first casket must be buried at no less than 9 feet and encased in a concrete Grave Liner. The double depth Plot may also include the interment of not more than three (3) urns of cremated remains.
- j. The burial of destitute or Indigent Persons and unclaimed bodies may be placed in such a section or sections of the Cemetery as may be designated by the Town.
- k. Interment will not be permitted in sections where written records are insufficiently accurate to confirm either ownership or occupancy.
- l. The Opening and Closing of the Plot shall be the responsibility of the Purchaser and will be performed by an operator approved by the Town.

5. DISINTERMENTS

- a. Pursuant to Section 11 of the Cemeteries Act, Revised Statutes of Alberta 2000 Chapter C-3, disinterment, of a body shall not take place until a disinterment permit has been issued in accordance with section 42 of the Vital Statistics Act.
- b. Every Purchaser obtaining a Plot or Plots in the Cemetery shall be held responsible for the cost thereof and for all charges in connection therewith including disinterment or removal of a body, or re-interment, when requested.
- c. In case of disinterment, and/or re-interment in another Plot in the Cemetery, the excavations shall be performed by an operator approved by the Town.
- d. In case of disinterment of a Grave in the Town Cemetery for re-interment in another cemetery not administered by the Town, the excavations for the disinterment shall be performed by an operator approved by the Town.

5. MONUMENTS

- a. Only one (1) Monument will be allowed on each burial Plot on a Concrete Foundation located at the head of the Plot. Requests for additional Monument(s) to be located on the same burial plot may be granted, but will be subject to receiving prior approval from the Town. Any additional Monuments to be placed on the Plot must be located in a manner to not interfere with the Perpetual Care of the Plot.
- b. Minimum height of any Monument shall be 16" x 10" x 3".
- c. Full length Grave covers shall not be allowed.
- d. Should any Monument or other structure placed or erected on the Plot be in a state of disrepair the Town may, after providing notice in writing to the owner or his/her executor, at his/her last known address, have the structure removed from the Cemetery, if the owner or his/her executor does not have the structure repaired in accordance with the said notice.
- e. The Town will not be responsible for any damage which may be caused in any way whatsoever to any permanent or temporary Monument, improvement or memorial designs placed in the Cemetery.

6. MAINTENANCE OF PLOTS(S) AND CEMETERY

- a. Wreaths, flowers and other removable mementos placed upon the Plots and any stand, holder, or receptible for these items must be regularly maintained by the owner of the Plot or by any family members.
- b. In order to ensure neatness, and preserve the beauty of the Cemetery, the Town will be responsible of the overall maintenance of the Cemetery and may remove any items deemed unsightly or in need of maintenance.
- c. Every person found in violation of any of the following regulations, under Section 76 of the Cemeteries Act, by the Cemetery Caretaker shall be expelled from the Cemetery grounds and may be subject to prosecution under Section 77 of the Cemeteries Act:
 - i. Willfully destroys, mutilates, defaces, injures, or removes any Monument, tombstone or marker, or any structure, railing, or fence within the Cemetery, or burial Plot, or
 - ii. Willfully destroys, breaks or injures any tree, shrub or plant in the said Cemetery, or
 - iii. Willfully plays any game or sport, or
 - iv. Willfully discharges or carries a firearm except firearms at a military funeral, or
 - v. Willfully or unlawfully disturbs persons assembled for the purpose of burying a body in the said Cemetery, or
 - vi. Willfully commits a nuisance, or
 - vii. Behaves in an indecent or unseemly manner in the said Cemetery.
 - viii. Contravenes a provision of the Act

and is guilty of an offence and liable to a fine of not less than \$500 and not more than \$100,000 or an amount equal to 3 times the amount obtained by the person as a result of the offence, whichever is greater, or to imprisonment for not more than 2 years or to both a fine and imprisonment.

- d. The Cemetery Caretaker shall have the sole control of all matters within the Cemetery that are concerned with maintaining the Cemetery in a neat and pleasing condition, and to that end is hereby authorized to regulate and control the Cemetery. The owner of a Plot and the public shall observe all rules and regulations passed from time to time by the Town.
- e. No person shall turn loose, ride or allow to go at large, any animal or pet in the said Cemetery.

- f. The Town will take all reasonable precautions to protect the property within the Cemetery, but assumes no responsibility for the loss of, or damage to, any Monument, marker or part thereof, or any other article placed on a Plot, or to a Plot itself.
- g. All work being conducted in the immediate vicinity of a Plot shall cease while a service or Interment is being conducted and all trucks, equipment and workmen shall withdraw from view from the location of the service.
- h. No person shall be permitted to drive any vehicle upon the roadway within the Cemetery at a speed exceeding 15 km/h. The owner of any vehicle shall be responsible for any damage done by the vehicle within the boundaries of the Cemetery.
- i. No person shall park a vehicle on grassed areas of the Cemetery, other than the designated parking areas.
- j. No person shall ride a snowmobile, all-terrain vehicle, motorcycle or horse in the Cemetery unless they are a part of a funeral procession.
- k. No person shall ride a bicycle over the Plots, nor lean it against any Monument, nor leave it on any Plot.
- l. The Town, its agents or employees shall not be responsible for any injury resulting to any Person who enters the Cemetery.
- m. The Cemetery Caretaker is authorized to remove, or have removed, any weeds, grass, funeral designs or floral pieces, which may become wilted or faded, or any other article or thing which, is unsightly, dangerous, detrimental, diseased or obstructs the ability to maintain the Cemetery.
- n. Flowers, potted plants and funeral designs will be permitted on the Plot from the day of the burial for a period of fourteen (14) calendar days. The noted items are permitted on the Plot if they remain in good condition, but following this time period, will be removed if found to be in poor condition or in disrepair.
- o. All flowers, potted plants and funeral designs must be placed on the Concrete Foundation or Runner areas of Plots.
- p. Installation of any temporary structures, benches or the like must receive prior approval from the Town. The Town, at its sole discretion, will review and determine the structures suitability, material composition and placement in the Cemetery. Should the structure be found to be in poor condition or in disrepair the Town will attempt to contact the owner, family member or executor if known, to replace, repair or remedy the situation. In the instance that the structure remains in poor condition or in disrepair the Town will remove it.
- q. The Cemetery Caretaker is authorized to remove, any trees situated on or about the Cemetery that by means of their roots or branches, become detrimental to adjacent Plots, walks or driveways, prejudicial to the general appearance of the grounds, or dangerous to the public.
- r. No person shall erect upon a Plot any fence, railing, wall, border, hedge, or the like.
- s. No items are to be placed on the top surface of the Columbarium structure.
- t. The Town may construct, erect or place in the Cemetery such structures, developments, and improvements as deemed necessary for the operation of the Cemetery.

7. MISCELLANEOUS

- a. No person shall disturb the quiet and good order of the Cemetery by noise or any other improper conduct.
- b. All persons are prohibited from walking on Plots, or picking flowers or shrubs within the Cemetery.
- c. No animals shall be buried within the Cemetery.

- d. The Administrator in consultation with the Cemetery Caretaker may reserve from use any portion of the Cemetery which in their opinion is undesirable for use because of locations or contour.

D. GENERAL PROVISIONS

- a. It is the intention of Council that each separate provision of this Bylaw shall be deemed independent of all other provisions herein and it is further the intention of Council that if any provisions of this Bylaw be declared invalid, all other provisions thereof shall remain valid and enforceable.
- b. Bylaw 08-2021, Cemetery Bylaw is rescinded.
- c. This Bylaw shall come into force and take effect upon third and final reading.

Read a first time this _____ day of _____, A.D., 2022.

TOWN OF BARRHEAD

Mayor, Dave McKenzie

CAO, Edward LeBlanc

Read a second time this _____ day of _____, A.D., 2022.

TOWN OF BARRHEAD

Mayor, Dave McKenzie

CAO, Edward LeBlanc

Read a third time this _____ day of _____, A.D., 2022 and passed.

TOWN OF BARRHEAD

Mayor, Dave McKenzie

CAO, Edward LeBlanc

CEMETERY BYLAW 06-2022 FEE SCHEDULE

Cemetery (Main Sections):

	Plot	Perpetual Care	Total
Single Plot	\$300.00	\$100.00	\$400.00 + GST
Single Plot	\$450.00	\$100.00	\$550.00
Double Depth Plot	\$300.00	\$100.00	\$400.00 + GST
Double Depth Plot	\$450.00	\$100.00	\$550.00
Plot for Child Under 18	Waived	\$100.00	\$100.00

Infant/Child Cemetery Section (Eastlawn):

	Plot	Perpetual Care	Total
¼ Plot	\$75.00	\$25.00	\$100.00 + GST
¼ Plot	Waived	\$25.00	\$25.00
½ Plot	\$150.00	\$50.00	\$200.00 + GST
½ Plot	Waived	\$50.00	\$50.00

Columbarium Niche (maximum of two urns per niche):

Niche Location	Cost per Niche	Perpetual Care	Cover Plate and Engraving	Open and Close Fees
Level #1	\$1,000.00	\$100.00	Full Responsibility of Purchaser. Must be purchased from and paid in full to Rose City Memorials. Must follow outline in 'Inscription Details' which forms part of the Columbarium Niche Sales Contract.	Includes opening and closing for first internment
Level #2	\$900.00	\$100.00		Includes opening and closing for first internment
Level #3	\$800.00	\$100.00		Includes opening and closing for first internment
Level #4	\$700.00	\$100.00		Includes opening and closing for first internment
Additional Opening and Closing				\$150.00 for each weekday occurrence \$200.00 for weekends and statutory holidays

*GST to be added to above rates

SCHEDULE “B”

CEMETERY PLOT SALE CONTRACT

No. _____

This agreement made in triplicate the _____ day of _____, 20_____.

BETWEEN:

The Town of Barrhead
Box 4189
Barrhead, AB T7N 1A2
(hereinafter called the "Town")

AND

(hereinafter called the "Purchaser")

WHEREAS the Town is the registered owner of certain lands being in the Province of Alberta, and known as:

Barrhead Community Cemetery, Eastlawn Cemetery, Russo-Greek Orthodox Cemetery, all part of NE 22-59-3-W5M (hereinafter called the "Cemetery")

AND WHEREAS the Purchaser wishes to obtain a plot in the Cemetery: Single Plot: _____ Double Depth Plot: _____

Burial For: _____ Reserved For: _____

Garden _____ Row _____ Plot _____

NOW THEREFORE, in consideration of the various covenants herein, the parties agree as follows:

1. The Town hereby agrees to provide to the Purchaser the plot for the fee of \$ _____ plus GST, which is the final price and will include perpetual care in the amount of \$ _____.
2.
 - a) The Purchaser agrees to place a permanent grave marker on the plot within ONE year of the date of the first burial in the plot and will provide a marker of no less size than 16”X10”X3”. All permanent markers are restricted to the existing concrete runner.
 - b) The Town will provide the concrete foundation known as a runner at the head end of the plot to accommodate the placement of the permanent marker. Grave covers are NOT permitted in the Cemetery.
3. The plot, if sold as a SINGLE PLOT, is restricted to the burial of the remains of:
 - a) ONE body in a casket, which will be encased in no less than a wooden grave liner
 - b) ONE body in a casket which will be encased in no less than a wooden grave liner, and not more than THREE urns of cremated remains in the same plot at a future date
 - c) A maximum of THREE urns.The Town must be notified of any future inurnment.
4. The plot, if sold as a DOUBLE DEPTH PLOT, is restricted to the burial of the remains of two bodies in caskets, the first of which must be buried no less than 9 feet and encased in a concrete grave liner, and not more than THREE urns. The Town must be notified of any subsequent burials.
5. Scattering of cremated remains is not allowed on the plot, however may be permitted in designated scattering areas within the Cemetery.
6. The opening and closing of the plot will be the responsibility of the Purchaser and will be performed by an operator approved by the Town.
7. Cancellation Rights (For Pre-Purchased Plot Only)
 - a) You may cancel this contract at any time for any reason. You may cancel without charge or penalty at any time during the period from the day you enter into the contract until 30 days after you receive a copy of the contract. After 30 days, you may still have to pay for interment space and for any Cemetery services that have already been supplied, performed or delivered, as the case may be.
 - b) In the event the 30 day cancellation period has expired and the Purchaser does not wish to utilize the plot, the purchaser may resell the plot at their own discretion on the open market, however the Town must be notified in writing and given first right of refusal. Any plot bought back by the Town will be at the original purchase price.
 - c) If you cancel this contract, the seller has 15 days to refund any money you are owed. To cancel, you must give notice of cancellation to the owner of the Cemetery or Columbarium, at the address shown in the contract. You should give the notice of cancellation by method that will allow you to prove that you gave notice, such as registered mail, fax, courier or by personal delivery.

IN WITNESS WHEREOF the parties have affixed their hands and seal of the date first written above.

Purchaser

Town of Barrhead Representative – Signature

Witness

Town of Barrhead Representative – Printed Name

Section 16 and 32(c) of the Freedom of Information and Protection of Privacy Act

White Copy – Customer

Yellow Copy – Town of Barrhead

Pink Copy – Funeral Agency



SCHEDULE "C"

Contract _____

Columbarium Niche Sales Contract

This agreement made in duplicate this _____ day of _____, 20_____

BETWEEN TOWN OF BARRHEAD AND _____
Box 4189 _____
Barrhead, AB T7N 1A2 _____
(hereinafter called the VENDOR) (hereinafter called the PURCHASER)

WHEREAS the VENDOR is the registered owner of a Columbarium in the Barrhead Community Cemetery.
AND WHEREAS THE PURCHASER wishes to obtain a Niche in the Columbarium, as outlined as follows:

Niche purchased for: 1) _____
2) _____

COLUMBARIUM NICHE LOCATION AND COST

Level _____ Number _____ \$ _____

Perpetual Care \$ 100.00

GST \$ _____

TOTAL \$ _____

COVER PLATE (12" X 12") AND ENGRAVING

Full responsibility of Purchaser. Must be purchased from and paid in full to Rose City Memorials. Must follow the outline in the "Inscription Details" which forms part of this Contract.

OPENING/CLOSING OF NICHE

Date and Time Required: _____

1. Above cost includes one-time opening and closing of niche.
2. Cover Plate and Engraving may consist of the following: Surname, Given Name, Date of Birth, Date of Death, One Line Epitaph, Personalization
3. Cancellation Rights (for pre-purchased niche only)
 - a. You may cancel this contract at any time for any reason. You may cancel without charge or penalty at any time during the period from the day you enter into the contract until 30 days after you receive a copy of the contract. After 30 days, you still may have to pay for any Cemetery services that have already been supplied, performed or delivered, as the case may be.
 - b. If you cancel this contract, the VENDOR has 15 days to refund any money you are owed. To cancel, you must give Notice of Cancellation to the owner of the Cemetery or Columbarium, at the address shown in the contract. You should give the notice of cancellation by method that will allow you to prove that you gave notice, such as registered mail, fax, courier or by personal delivery.


PURCHASER

TOWN OF BARRHEAD (Signature)


WITNESS


TOWN OF BARRHEAD (Printed Name)

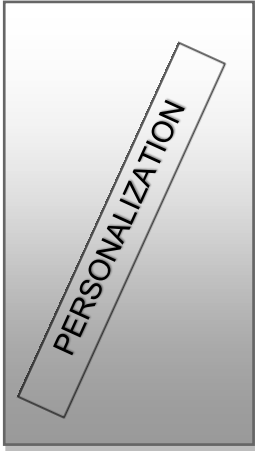
SINGLE DOOR

FAMILY NAME	
	GIVEN NAME
	MON., DAY, YEAR
	MON., DAY, YEAR
	EPITAPH

DOUBLE DOOR

FAMILY NAME	
	GIVEN NAME
	MON., DAY, YEAR – MON., DAY, YEAR
	GIVEN NAME
	MON., DAY, YEAR – MON., DAY, YEAR
	EPITAPH

REQUEST FOR DECISION

To: Town Council
From: Edward LeBlanc, CAO
cc: File
Date: April 12, 2022
Re: Correspondence Items

Item (a) Letter dated March 23, 2022, from Mayor Sheila Gilmour, Town of Fox Creek, regarding encouraging the Commission to perform a review of the rising utility fees for both natural gas and electricity.

Recommendation:

That Council accepts the letter dated March 23, 2022, from Mayor Sheila Gilmour, Town of Fox Creek, regarding encouraging the Commission to perform a review of the rising utility fees for both natural gas and electricity, as information.

(Original signed by the CAO)
Edward LeBlanc
CAO



March 23, 2022

Alberta Utilities Commission
106 Street Building
10th Floor, 10055 106 Street
Edmonton, AB T5J 2Y2

RE: INCREASING UTILITY FEES

Dear Utilities Commission,

There has been a growing concern in our community, and likely across the province, of the rising utility fees for both natural gas and electricity.

Over the course of the past two years, our residents have dealt with the strain of the pandemic, rising costs of groceries, rising gas prices, and job insecurity. Now they can add the stress of maintaining utilities in their homes to that list.

But it is not just residents that are struggling with these rising costs. Also greatly effected are the non-profits of our community and our province. Our non-profits offer us services that are greatly needed for our physical, mental, and social wellbeing however these services are now in jeopardy as they focus what funds they have on paying utility fees.

Instead of retaining funds for savings, for food, to pay rent or a mortgage, or to offer services that improve a community's wellness, people are being forced to pay exorbitant delivery charges to maintain utility services.

We at the Town of Fox Creek believe now is not the time to be taking more and more money from the pockets of Albertans, now is the time to support our people.

So, with the abovementioned in mind, the Town of Fox Creek would like to strongly encourage the Commission to perform a review of the fees being charged on top of the actual usage fees all the while giving strict attention to the amount of profit the corporations are making off Albertans.

Your time and consideration of our residents and non-profits is greatly appreciated.

Sincerely,

Mayor Sheila Gilmour
Town of Fox Creek
sheila@foxcreek.ca

cc The Honourable Sonya Savage, Minister of Energy
Todd Loewen, MLA
Alberta Municipalities