

1.0 CALL TO ORDER

2.0 APPROVAL OF AGENDA

3.0 MINUTES

3.1 REGULAR MEETING HELD FEBRUARY 7, 2022

[Schedule A](#)

3.2 SPECIAL MEETING HELD FEBRUARY 13, 2022

[Schedule B](#)

4.0 ACTION ITEMS:

4.1 VOLUNTEER APPRECIATION - COMMUNITY GRANT REQUEST

Administration recommends that Council approves the application from the Volunteer Appreciation committee for \$1,250 under the Community Grants Policy to assist with the Volunteer Appreciation event.

[Schedule C](#)

4.2 PUMPKIN WALK - COMMUNITY GRANT FINAL REPORT

Administration recommends that Council receive for information the final report from Barrhead Community Pumpkin Walk as a grant recipient of \$1,500 under the Community Grant Policy.

[Schedule D](#)

4.3 ASSESSMENT REVIEW BOARD (ARB) OFFICIALS APPOINTMENT – CAPITAL REGION ASSESSMENT SERVICES COMMISSION (CRASC)

Administration recommends that:

1. Council appoint Raymond Ralph as ARB Chairman of the County of Barrhead Local Assessment Review Board and Composite Assessment Review Board for a 1-year term to expire December 31, 2023 with remuneration to be paid as specified by CRASC.
2. Council appoint Gerryl Amorin as ARB Clerk of the County of Barrhead Local Assessment Review Board and Composite Assessment Review Board for a 1-year term to expire December 31, 2023 with remuneration to be paid as specified by CRASC.
3. Council appoint the following Certified Panelists as Members of the County of Barrhead Local Assessment Review Board and Composite Assessment Review Board for a 1-year term to expire December 31, 2023 with remuneration to be paid as specified by CRASC:
 - Darlene Chartrand
 - Tina Groszko
 - Stewart Hennig
 - Richard Knowles
 - Raymond Ralph

[Schedule E](#)

4.4 RESCIND POLICIES

Administration recommends that Council rescind:

- Policy 11.02 - Meetings & Notice of Meetings
- Policy 11.03 - Agenda Format
- Policy 11.04 - Distribution of Minutes
- Policy 11.05 - Rules of Order
- Policy 12.11 - Council Organizational Meeting
- Policy 12.21 - Photocopier – Use & Charges
- Policy 12.22 - Fax Machine – Use & Charges

[Schedule F](#)

4.5 ALUS PROGRAM - TERMS OF REFERENCE (TOR) FOR PARTNERSHIP ADVISORY COMMITTEE

Administration recommends that Council approve the recommended ALUS PAC Terms of Reference as presented.

[Schedule G](#)

4.6 2024 CAPITAL PURCHASE - QUOTATION FOR TANDEM AXLE PLOW TRUCK

Administration recommends that Council direct Administration to enter into an agreement with Western Star North to purchase 3 Western Star 47X SB trucks for delivery in 2024 and 2025 as per the 10-yr Capital Plan, and further, that Administration brings back final pricing to Council for final order approval once it becomes available.

[Schedule H](#)

4.7 2022 YEAR END OPERATING SURPLUS

Administration recommends that Council accepts the year-end financial reports as presented and subject to audit adjustments and year end finalizations.

[Schedule I1](#)

- YTD Budget Report with Variance Analysis

[Schedule I2](#)

- Net Operating Surplus by Department

[Schedule I3](#)

- Capital Report with variance analysis

[Schedule I4](#)

- Reconciliation of Budget Data to Financial Statements

[Schedule I5](#)

- Draft Statement of Operations

[Schedule I6](#)

- Draft Statement of Financial Position

[Schedule I7](#)

- Draft Segmented Disclosure

[Schedule I8](#)

4.8 2022 RESERVE TRANSACTIONS REQUIRING APPROVAL

Administration recommends that Council approves the 2022 reserve transactions as presented in 2022 Reserve Report.

[Schedule J](#)

5.0 REPORTS

5.1 COUNTY MANAGER REPORT

Administration recommends that Council accept the County Manager's report for information.

[Schedule K](#)

5.2 PUBLIC WORKS REPORT (11:00 a.m.)

Administration recommends that Council accept the Director of Infrastructure's report for information.

[Schedule L](#)

5.3 DIRECTOR OF CORPORATE SERVICES REPORT

Administration recommends that Council accept the Director of Corporate Services report for information.

- YTD Elected Officials Remuneration Report as at December 31, 2022

[Schedule M](#)

5.4 COUNCILLOR REPORTS

6.0 DELEGATIONS

6.1 11:30 a.m. Fire Chief Gary Hove - Barrhead Regional Fire Services - Quarterly Report

[Schedule N](#)

7.0 ADJOURNMENT

REGULAR MEETING OF COUNCIL - HELD FEBRUARY 7, 2023

Regular Meeting of the Council of the County of Barrhead No. 11 held February 7, 2023 was called to order by Reeve Drozd at 9:00 a.m.

PRESENT

Reeve Doug Drozd
Deputy Reeve Marvin Schatz
Councillor Ron Kleinfeldt
Councillor Bill Lane
Councillor Paul Properzi
Councillor Walter Preugschas
Councillor Jared Stoik (departed at 12:02 p.m.)

**THESE MINUTES ARE
UNOFFICIAL AS THEY
HAVE NOT BEEN
APPROVED BY THE
COUNCIL.**

STAFF

Debbie Oyarzun, County Manager
Pam Dodds, Executive Assistant
Tamara Molzahn, Director of
Corporate Services

Travis Wierenga, Public Works Manager
Kyle Meunier, Ag Fieldman

ATTENDEES

Marilyn Flock – Queen Elizabeth II’s Jubilee Medal (Alberta) recipient
Sgt Bob Dodds – Barrhead RCMP Detachment
Barry Kerton - Town and Country Newspaper

RECESS

Reeve Drozd recessed the meeting at 9:00 a.m.
Reeve Drozd reconvened the meeting at 9:08 a.m.

APPROVAL OF AGENDA

- 2023-027 Moved by Councillor Kleinfeldt that the agenda be amended as follows:
Info Item 6.9 be amended to read “Email from RMA Re: Impacts of a possible Camrose casino closure - dated February 3, 2023”; and
Item 6.9 be moved to action item 4.9 on the agenda.
- Carried Unanimously.

MINUTES OF REGULAR MEETING HELD JANUARY 16, 2023

- 2023-028 Moved by Deputy Reeve Schatz that the minutes of the Regular Meeting of Council held January 16, 2023 be approved as circulated.
- Carried Unanimously.

2023 PAVING PROJECT ENGINEERING WORK

- 2023-029 Moved by Councillor Lane that Council directs Administration to enter into an agreement with WSP Engineering to provide engineering services for the 2023 paving project of Range Road 22, Range Road 40, and hamlet of Thunder Lake based on the reduction in scope and updated cost of \$260,538.
- Carried Unanimously.

REGULAR MEETING OF COUNCIL - HELD FEBRUARY 7, 2023

2023 CAPITAL PURCHASE - QUOTATION FOR POST POUNDER

- 2023-030 Moved by Deputy Reeve Schatz that Council approve the purchase of a new post pounder (as per specifications) to the Neerlandia Co-op at a purchase price of \$21,300 plus GST and to reflect the changes in the 2023 Capital budget.

Carried Unanimously.

2023 CAPITAL PURCHASE - QUOTATION FOR TRI AXLE TRAILER

- 2023-031 Moved by Councillor Kleinfeldt that Council approve the purchase of a tri axle equipment trailer (as per specifications) to Hayworth Equipment Sales at a purchase price of \$55,990 plus GST and applicable fees and to reflect the changes in the 2023 Capital budget.

Carried Unanimously.

2023 CAPITAL PURCHASE - QUOTATION FOR 1/2 TON TRUCK

- 2023-032 Moved by Councillor Preugschas that Council approve purchase of a 1/2-ton crew cab 4x4 Truck (as per specifications) to Stephani Motors Ltd. at a purchase price of \$57,755 plus GST and applicable fees and to reflect the changes in the 2023 Capital budget.

Carried Unanimously.

Councillor Stoik departed the meeting at 9:46 a.m.

VANGROOTHEEST WELL AGREEMENT

- 2023-033 Moved by Councillor Lane that Council directs the Reeve and Administration to sign a Water Well Agreement with Kevin & Sherry Vangrootheest as presented.

Carried 6-0.

PUBLIC WORKS REPORT

Travis Wierenga, Public Works Manager, reviewed the written report for Public Works and Utilities and answered questions from Council.

Councillor Stoik rejoined the meeting at 9:52 a.m.

- 2023-034 Moved by Councillor Properzi that the report from the Public Works Manager be received for information.

Carried Unanimously.

Travis Wierenga departed the meeting at 9:55 a.m.

RECESS

Reeve Drozd recessed the meeting at 9:56 a.m.

Reeve Drozd reconvened the meeting at 10:00 a.m.

DELEGATION – PRESENTATION OF QUEEN ELIZABETH II'S JUBILEE MEDAL (ALBERTA)

On behalf of the Government of Alberta and Rural Municipalities of Alberta, Reeve Drozd presented Marilyn Flock the Queen Elizabeth II's Platinum Jubilee Medal.

Council recognized Marilyn for her accomplishments and thanked the delegation for attending and they departed the meeting at 10:36 a.m.

Tamara Molzahn joined the meeting at 10:37 a.m.

REGULAR MEETING OF COUNCIL - HELD FEBRUARY 7, 2023

PROJECT DASHBOARD

2023-035 Moved by Councillor Preugschas that Council accepts the Capital & Operational Dashboards as at December 31, 2022 for information.

Carried Unanimously.

2023-036 Moved by Councillor Lane that Council approves the additional funding sources for the 2022 capital projects as follows:

- Road Project 2021-140 overbudget \$18,208 to come from MSI funding
- Road Project 2022-340 overbudget \$264,161 to come from Local Roads & Bridge Construction Reserve

Carried Unanimously.

Tamara Molzahn departed the meeting at 10:57 a.m.

COMMUNITY PEACE OFFICER (CPO) CONTRACT – TOWN OF MORINVILLE

2023-037 Moved by Councillor Properzi that Council authorizes the CAO to sign a temporary CPO Service Agreement with the Town of Morinville.

Carried Unanimously.

MCSNET LETTER OF SUPPORT

2023-038 Moved by Councillor Kleinfeldt that Council directs Administration to provide an updated letter of support to MCSnet for Innovation, Science and Economic Development Canada (ISED) funding.

Carried Unanimously.

LETTER OF SUPPORT – CAMROSE CASINO RELOCATION

2023-039 Moved by Deputy Reeve Schatz that Council direct Administration to draft a letter for Reeve's signature in support of Camrose Casinos' request to Alberta Gaming, Liquor and Cannabis (AGLC) to relocate to Edmonton.

Carried Unanimously.

DELEGATION – BARRHEAD RCMP DETACHMENT

Sergeant Bob Dodds of the Barrhead RCMP Detachment, met with Council at this time being 11:25 a.m. to discuss the quarterly statistics and give an update on policing in the municipality as well as discussing the County's policing priorities.

2023-040 Moved by Councillor Kleinfeldt that Council accepts the report from Sgt Dodds as information.

Carried Unanimously.

Sgt Dodds departed the meeting at 11:51 a.m.

Kyle Meunier joined the meeting at 11:51 a.m.

Councillor Stoik departed the meeting at 12:02 p.m.

AG SERVICES ANNUAL REPORT

Kyle Meunier, Agricultural Fieldman, provided a presentation to Council to supplement the Agriculture Services Business Plan Status Report and answered questions from Council.

2023-041 Moved by Deputy Reeve Schatz that Council accept the Agriculture Services Business Plan Status Report for information.

Carried 6-0.

Kyle Meunier departed the meeting at 12:10

In accordance with Meeting Procedures Bylaw No. 10-2021, general consensus was received to extend the meeting.

REGULAR MEETING OF COUNCIL - HELD FEBRUARY 7, 2023

REPORT – COUNTY MANAGER

Debbie Oyarzun, County Manager, reviewed the 2023 Council Resolution Tracking List and provided further updates to Council on the following:

- Rural Renewal Stream – AAIP Status Report
- Land Use Bylaw
- Reminder February 23, 2023, Committee of the Whole – CPO program
- Reminder February 13, 2023, Special Meeting – CAO Evaluation

2023-042 Moved by Councillor Lane to accept the County Manager’s report as information.

Carried 6-0.

AGENDA INFORMATION ITEMS

2023-043 Moved by Councillor Properzi that the following agenda items be received as information:

- Letter from County of Vermilion River to Minister of Municipal Affairs Re: End to Tax Break on Drilling – dated January 10, 2023
- Letter from Town of Bon Accord to Minister of Health Re: Ambulance Service dated January 12, 2023
- Letter from National Police Federation Re: Provincial Police Service dated January 13, 2023
- Email from Alberta Health Services Re: EMS/811 Shared Response dated February 2, 2023
- News Release from Minister of Agriculture and Irrigation Re: Agriculture Hall of Fame Inductees dated February 2, 2023
- Flyer Re: Dr Wray Roast Fundraiser for All-Wheel Park
- CFYE Minutes – September 15, 2022
- CFYE Minutes – October 20, 2022
- BDSHA Minutes – December 12, 2022
- Misty Ridge Minutes – December 16, 2022
- Ag Society Minutes – January 24, 2023
- Misty Ridge Minutes – January 18, 2023
- Letter from Town of Fox Creek to Minister of Health Re: Ambulance Service dated January 27, 2023

Carried 6-0.

COUNCILLOR REPORTS

Reeve Drozd reported on time spent on County office duties and that he had been away on a vacation.

Councillor Properzi reported on his upcoming FCSS meeting.

Councillor Preugschas reported on his attendance at the ASB Provincial Conference, ASB Provincial Committee meeting with Minister Horner, Pembina Zone meeting, Twinning meeting, and attendance at the Ag Hall of Fame ceremony.

Councillor Kleinfeldt reported on his attendance at a Library meeting, Pembina Zone meeting, BARCC meeting, and YRL orientation.

REGULAR MEETING OF COUNCIL - HELD FEBRUARY 7, 2023

Deputy Reeve Schatz reported on his attendance at the ASB Provincial Conference, Pembina Zone meeting, Seed Cleaning Plant meeting, touring with members of a delegation from Mongolia, and taking calls regarding the County Land Use Bylaw Review.

Councillor Lane reported on his attendance at a Misty Ridge meeting, Pembina Zone meeting, and BDSHA meeting.

ADJOURNMENT

2023-044 Moved by Councillor Properzi that the meeting adjourn at 12:56 p.m.

Carried 6-0.

SPECIAL MEETING OF COUNCIL HELD FEBRUARY 13, 2023

The Special Meeting of the Council of the County of Barrhead No. 11 held February 13, 2023 was called to order by Reeve Drozd at 9:00 a.m.

PRESENT

Reeve Doug Drozd
Deputy Reeve Marvin Schatz
Councillor Ron Kleinfeldt
Councillor Bill Lane
Councillor Walter Preugschas
Councillor Paul Properzi
Councillor Jared Stoik

**THESE MINUTES ARE
UNOFFICIAL AS THEY
HAVE NOT BEEN
APPROVED BY THE
COUNCIL.**

STAFF

Debbie Oyarzun, County Manager

OFFICIAL NOTICE FOR SPECIAL COUNCIL MEETING

Notice of Special Meeting was emailed to all Councillors on January 24, 2023.

APPROVAL OF AGENDA

2023-045 Moved by Councillor Properzi that the agenda for the Special Council Meeting be approved as presented.

Carried Unanimously.

IN-CAMERA

2023-046 Moved by Councillor Preugschas that the meeting move in-camera at this time being 9:02 a.m. for discussion on:

CAO 2022 Performance Evaluation – FOIPP Section 19 – Confidential Evaluations

Carried Unanimously.

RECESS

Reeve Drozd recessed the meeting at 10:15 a.m.

Reeve Drozd reconvened the meeting at 10:28 a.m.

Debbie Oyarzun departed the meeting at this time being 11:06 a.m.

Debbie Oyarzun rejoined the meeting at this time being 12:25 p.m.

2023-047 Moved by Councillor Lane that the meeting move out of in-camera at this time being 12:42 p.m.

Carried Unanimously.

CAO PERFORMANCE EVALUATION

2023-048 Moved by Councillor Preugschas that the County Manager's salary be moved to the Step 6 on the 2023 Salary Grid, retroactive to January 1, 2023, in recognition of a successful performance evaluation for 2022 as discussed in-camera.

Carried Unanimously.

ADJOURNMENT

2023-049 Moved by Councillor Stoik that the meeting adjourn at this time being 12:43 p.m.

Carried Unanimously.



TO: COUNCIL

RE: VOLUNTEER APPRECIATION - COMMUNITY GRANT REQUEST

ISSUE:

Barrhead & District Volunteer Appreciation Planning Committee is applying for a Community Grant to assist with the costs of providing an event to recognize volunteers in the community (application attached).

BACKGROUND:

- February 2, 2021 – Council approved the Community Grants Policy setting a maximum of \$2,500 per applicant pending availability of funds.
- Volunteer Appreciation committee is planning to host the event on April 19, 2023.
- Committee is requesting a \$1,250 donation to assist with a total project cost of \$5,750.
- County of Barrhead has contributed \$1,250 annually towards the event over the last 6 years that the event has been held.

ANALYSIS:

- Application was considered under Policy AD-002 Community Grants (attached).
- Applicant is eligible as they meet the criteria under section 4.1 as follows:
 - ✓ A volunteer group, service club or community group that provides services within the County or provides services readily available to the general public of the County
 - ✓ Demonstrates value or benefit to the community
- Application was considered under section 5.1 as an event (vs project)
- Application was assessed based on the criteria outlined in section 5.2 as follows:
 - Benefit to community – provides general access to an event enjoyed by the community
 - Other sources of funding, financial viability and community involvement – applicant is providing 80% of the total project cost and is financially viable.
 - Community involvement – Volunteer Appreciation Event recognizes the many individuals who volunteer their time to make this community a better place to live.
- Project is eligible under section 5.3 and 5.4 as follows:
 - Matching requirement has been exceeded with the applicant committing \$1,500 of their own funds as well as fundraising and volunteer hours to use towards this event
 - Event is to take place on April 19, 2023

- Supports an event that promotes and celebrates the community
- This is the 1st application for the 2023 budget year
- Financial implications:

2023 Community Grant Budget	\$15,000
Dispersed in 2023	(\$0)
Current Balance	\$15,000
Application (June 7, 2022)	(\$1,250)
Balance Remaining for 2022	\$13,750

STRATEGIC ALIGNMENT:

Processing of Community Grant requests in accordance with the Community Grants Policy AD-002 aligns with the 2022-2026 Strategic Plan in the following areas:

PILLAR 3: RURAL LIFESTYLE

GOAL 2 County promotes & celebrates success/achievements

PILLAR 4: GOVERNANCE & LEADERSHIP

GOAL 2 County demonstrates open & accountable government

ADMINISTRATION RECOMMENDS THAT:

Council approves the application from the Volunteer Appreciation committee for \$1,250 under the Community Grants Policy to assist with the Volunteer Appreciation event.



Community Grant Application Form

Application Information

Please submit completed applications to: County of Barrhead No. 11
 5306-49 Street
 Barrhead, AB T7N 1N5
 or email: info@countybarrhead.ab.ca

For assistance completing your application, contact 780-674-3331 or info@countybarrhead.ab.ca
 Incomplete applications will not be accepted.

Applicant Information

Name of Organization: Volunteer Appreciation Event Committee

Mailing Address: Box 4616 5103-51 st
Street Address
Barrhead AB T7N 1A5
City Province Postal Code

Phone Number: 780-674-3341 Email: barrheadfcss.director@gmail.com

Contact Name: Trisha Enman

Position or Title: Community Development Volunteer Coordinator

Phone Number: 780-674-3341 Email: cdvc.fcss@gmail.com

Is your organization a registered charity or non-profit? Yes No

If yes: Alberta Registry Number: 50762580

Date of Incorporation: Nov 26, 1997

Project Information

Name of Project or Event: Volunteer Appreciation Event 2023

Start Date: April 19, 2023 8:00am Completion Date: April 19, 2023 3:00pm

Location of Project or Event: Bethel Pentecostal Church



Community Grant Application Form

Describe Your Project or Event:

Goals: Our goal is to acknowledge and recognize the numerous volunteers within our community. We want to help celebrate the countless hours and ongoing community efforts that help make our town and county great. Through nominations and awards, we hope to recognize volunteers from all age groups and organizations.

Anticipated number of County participants, or number directly affected by event, program, or services offered:
150-170

Target population (Children, youth, adults, seniors, families): All ages

Describe how this project will benefit the community:

Celebrating volunteers helps bring awareness to the many people that assist with various activities, programs and organizations in the area. It allows us to recognize and thank these groups and individuals and also generate an interest in volunteering that may result in additional engagement from new volunteers.

Financial Information

Project Funding:

Funds Requested from the County of Barrhead:

Cash:	\$ 1250
In-Kind:	\$ n/a
Total Requested: <small>(Maximum \$2,500)</small>	\$ 1250

Funds from Other Sources:

(List other funds including any of the organizations own funds to be used in the project)

Own Funds:	\$ 1500 (existing from previous years)
Fundraising:	\$ 750
Volunteer Hours \$ 20/ Hr x _____ Hours = \$	
Other: <u>other agencies</u>	\$ 2250
<small>Please Specify</small>	
Other: _____	\$
<small>Please Specify</small>	
Total From Other Sources:	\$ 5500

Note: Funding from other sources must be at least equal to funding requested from the County of Barrhead

Total Project Funding: <small>(Total Requested Funding + Total from Other Sources)</small>	\$ 5750
--	----------------



Community Grant Application Form

Project Costs:

List a summary of the project costs here. If available, attach price quotes or other supporting documents.

Advertising	\$ 800
Groceries	\$ 2000
Recognition	\$ 200
Program Supplies	\$ 100
Facility	\$ 150
Membership	\$ 150
Volunteer Kitchen Expense	\$ 150
Entertainment	\$ 1000
Sound System - in kind	\$ n/a
Decorations and guest favours	\$ 800
Legacy Website Fee	\$ 100
Door Prizes	\$ 300
	\$
	\$

Refer to Policy for full listing of ineligible costs (e.g. day-to-day operating costs, staff wages or honorariums, flow through funding to re-distribute to others, or donations to charitable causes).

Total Project Costs: \$5750

The personal and business information provided will be used to process the Community Grant Application and is collected under the authority of Section 33 (c) of the *Freedom of Information and Protection of Privacy Act (FOIPP)*. If you have questions about the collection and use of this information, please contact the County of Barrhead at 5306-49 Street, Barrhead, Alberta T7N 1N5 or 780-674-3331.

Signature of Applicant or Authorized Representative

I (We) the undersigned, certify that this application is complete and accurate and that I (we) have the authority to sign on behalf of the organization.

Trisha Enman

Signature

Trisha Enman - VAE Chairperson

Print Name and Title

02-15-2023

Date

Signature

Date

Print Name and Title



Community Grant Application Form

For Office Use Only

Application Reviewed and Approved Grant Number: 2023-01

Application Reviewed and Denied Council Resolution No. : _____

Funding Requested: \$ 1,250.00

Funding Approved: \$ _____ Letter Sent: _____

Criteria and Evaluation (Comments must be completed if application is denied or modified):

Signature of Authorized County Representative Date

Print Name and Title of Authorized County Representative



Grant Application #: 2023-01

Resolution #: _____

Community Grant Declaration

Name of Organization: Volunteer Appreciation ("the Organization")

The Organization declares that: Committee

The information contained in its application is complete and accurate.

The Organization understands and agrees that any funding awarded is subject to the Organization complying with the terms and conditions of this agreement and as outlined in the Community Grant Policy ("the Policy").

The Organization agrees to the following terms and conditions:

1. The Organization agrees to be bound by the requirements set out in the Policy and Application form.
2. The Organization will use all grant funding awarded for the purposes stated within its Application. If the Organization wished to vary the purpose, it agrees to be bound by the requirements set out in the Policy.
3. Following receipt of the Grant, the Organization agrees to be bound by the reporting requirements set out in the Policy.
4. Any part of the Grant not spent as set out in the Policy or upon termination of this Agreement must be repaid to the County of Barrhead as stipulated in the Policy. The Grant may be terminated upon:
 - a. mutual consent;
 - b. 90 days written notice by either party;
 - c. demand by the County for immediate repayment in the event of a breach of any term or condition; or
 - d. if the Organization becomes insolvent
5. The Organization acknowledges that it will be liable for the full amount of the Grant and will be bound to the terms of this Agreement, even if the Organization has paid all or part of the Grant to a third party who has spent the money.
6. If requested, the Organization agrees to give the County of Barrhead access to examine the Organization's operation and/or premises to verify the Grant has been used for the purpose laid out in the Application. The Organization will provide access to all financial statements and records having any connection with the Grant or its purpose during the term of this Agreement or until all requirements have been met.
7. The Organization acknowledges that the *Freedom of Information and Protection of Privacy Act (FOIPPA)* applies to records submitted by the Organization to the County in relation to the grant application, including the Application and this Agreement. These records may be disclosed in response to an access to information request under the *FOIPPA Act*, subject to any applicable exceptions to disclosure under the Act.
8. The Organization agrees to indemnify and hold harmless the County of Barrhead, including all councillors, employees, and agents from any and all claims demands, actions and costs (including legal costs) for which the Organization is legally responsible, including those arising out of negligence or willful acts by the Organization or its employees or agents. Such indemnification shall survive the termination of this agreement.

The Organization represents and warrants that the person signing is duly authorized to make the Application and is legally sufficient to bind the Organization to the Agreement.


02-15-2023
 Signature _____ Print Name _____ Date _____

Signature _____ Print Name _____ Date _____



REQUEST FOR DECISION
FEBRUARY 21, 2023

D

TO: COUNCIL

RE: PUMPKIN WALK - COMMUNITY GRANT FINAL REPORT

ISSUE:

Barrhead Community Pumpkin Walk provided their final report as required under the Community Grant Policy AD-002.

BACKGROUND:

- February 2, 2021 – Council approved the Community Grants Policy setting a maximum of \$2,500 per applicant pending availability of funds.
- September 20, 2022 – Council approved the Barrhead Community Pumpkin Walk for a \$1,500 grant to assist with hosting a community event for Halloween.

ANALYSIS:

- Pumpkin Walk committee has complied with the recipient's responsibilities as stated in Section 3 of the Community Grants Policy.
 - Completed their event within 1 year of receipt of the funds.
 - Final report was submitted late, however, Administration was in discussion with applicant and accepted reason for late filing.
 - Used the funds in the manner set forth in the application.
 - There were no unused funds to return to the County
- Pumpkin Walk Committee provided a detailed financial statement of completed project (attached).

STRATEGIC ALIGNMENT:

PILLAR 3: RURAL LIFESTYLE

GOAL 2 County promotes & celebrates success/achievements

PILLAR 4: GOVERNANCE & LEADERSHIP

GOAL 2 County demonstrates an open & accountable government.

ADMINISTRATION RECOMMENDS THAT:

Council receive for information the final report from Barrhead Community Pumpkin Walk as a grant recipient of \$1,500 under the Community Grant Policy.



Grant Application #: _____

Resolution #: _____

Community Grant Final Report

Report Information:

This report must be submitted no more than 90 days after completion of project or event and prior to any new application.

Please submit completed reports to: County of Barrhead
5306-49 Street
Barrhead, AB T7N 1N5

or email: info@countybarrhead.ab.ca

For assistance completing your application, contact 780-674-3331 or info@countybarrhead.ab.ca

Project Report:

Name of Project or Event: Barrhead Community Pumpkin Walk

Number of Participants: approx 4000

Has the project or event met the goals set out in the Community Grant Application? Please comment.

yes, another successful year that drew people from all over the county.

Were there any complications in the execution of the project or event?

no

Describe the benefits seen in the community as a result of the completion of the project or event.

open for everyone, free to attend, a sense of pride, togetherness and fun.

Financial Report:

Funding:

Total Grant Amount: \$ 1500⁰⁰

Total Own Funding: \$ 8500⁰⁰

Total Funding: \$ 10,000⁻

(Grant + Own Funding)



Grant Application #: _____

Resolution #: _____

Community Grant Final Report

Project Costs:

(When available, please attach item receipts or other supporting documents)

Materials / Items:

_____	\$ _____
Dumplings - donated this year.	\$ 4000-
Fire works	\$ 3300-
Insurance	\$ 1350-
lights	\$ 500
Adverst	\$ 300-
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
In-Kind (please specify): <u>vehicles, supplies.</u>	\$ 1000 ⁰⁰
_____	\$ _____
Volunteer Hours: \$20 / Hr x <u>100</u> Hours =	\$ 2000-
Total Project Costs:	\$ 12750

Signature of Applicant or Authorized Representative

I (We) the undersigned, certify that this application is complete and accurate and that I (we) have the authority to sign on behalf of the organization.

Signature: Amanda Lambert Date: Feb 14, 23
 Print Name and Title: Amanda Lambert - Chair

Signature: _____ Date: _____
 Print Name and Title: _____



REQUEST FOR DECISION
FEBRUARY 21, 2023

E

TO: COUNCIL

**RE: ASSESSMENT REVIEW BOARD (ARB) OFFICIALS APPOINTMENT – CAPITAL REGION
ASSESSMENT SERVICES COMMISSION (CRASC)**

ISSUE:

County of Barrhead, as a member of CRASC, is required to appoint ARB Officials and an ARB Clerk for 2023.

BACKGROUND:

- CRASC is governed by the *MGA*, Part 15.1 – Regional Services Commissions.
- January 31, 2022 - County renewed a Memorandum of Agreement with CRASC for 2022-2024.
- CRASC provides full ARB administration service for an independent process for hearing complaints; from receipt of complaints through to distribution of the hearing decisions.

ANALYSIS:

- Council is required to appoint the list of CRASC Panelists, chair of LARB/CARB, and ARB Clerk as provided by CRASC and in accordance with *MGA*, Sections 454.1, 454.2, 456.

STRATEGIC ALIGNMENT:

PILLAR 4: GOVERNANCE & LEADERSHIP

GOAL 2 County demonstrates an open & accountable government.

ADMINISTRATION RECOMMENDS THAT:

1. Council appoint Raymond Ralph as ARB Chairman of the County of Barrhead Local Assessment Review Board and Composite Assessment Review Board for a 1-year term to expire December 31, 2023 with remuneration to be paid as specified by CRASC.
2. Council appoint Gerryl Amarin as ARB Clerk of the County of Barrhead Local Assessment Review Board and Composite Assessment Review Board for a 1-year term to expire December 31, 2023 with remuneration to be paid as specified by CRASC.
3. Council appoint the following Certified Panelists as Members of the County of Barrhead Local Assessment Review Board and Composite Assessment Review Board for a 1-year term to expire December 31, 2023 with remuneration to be paid as specified by CRASC:
 - Darlene Chartrand
 - Tina Groszko
 - Stewart Hennig
 - Richard Knowles
 - Raymond Ralph



REQUEST FOR DECISION
FEBRUARY 21, 2023

F

TO: COUNCIL
RE: RESCIND POLICIES

ISSUE:

Policy Committee recommends that Council rescind 7 outdated policies.

BACKGROUND:

- September 7, 2021 – Council adopts Meeting Procedures Bylaw 10-2021
- January 24, 2023 – Council adopts new Rates & Fees Bylaw 1-2023
- December 21, 2022 – Policy Committee met and reviewed the following polices (attached) and recommended that Council rescind all of them:
 - Policy 11.02 Meetings & Notice of Meetings
 - Policy 11.03 Agenda Format
 - Policy 11.04 Distribution of Minutes
 - Policy 11.05 Rules of Order
 - Policy 12.11 Council Organizational Meeting
 - Policy 12.21 Photocopier – Use & Charges
 - Policy 12.22 Fax Machine – Use & Charges

ANALYSIS:

- Policies are guidelines that:
 - provide direction to employees
 - ensure situations are handled consistently
 - guide decision-making and promotes the delegation of decision making to the level that deals with the situation or provides the service
 - reduce misunderstandings and uncertainties
 - address processes, problems or situations that are repetitive or recurring.
- Following table outlines issue with the policies listed above:

Policy	Title	Issue
11.02	Meetings & Notice of Meetings	Topic is addressed in mandatory Meeting Procedures Bylaw 10-2021 s.6.0 Meetings s.7.1 Notice
11.03	Agenda Format	Topic is addressed in mandatory Meeting Procedures Bylaw 10-2021 s.7.5 Agendas

11.04	Distribution of Minutes	Topic is addressed in mandatory Meeting Procedures Bylaw 10-2021 s.7.7 Minutes
11.05	Rules of Order	Topic is addressed in mandatory Meeting Procedures Bylaw 10-2021 s.4.0 Application of this Bylaw
12.11	Council Organizational Meeting	Topic is addressed in mandatory Meeting Procedures Bylaw 10-2021 s. 6.1 Organizational Meeting
12.21	Photocopier – Use & Charges	Requires Bylaw to charge. Included in Rates & Fees Bylaw 1-2023 Page 2 of 12
12.22	Fax Machine – Use & Charges	Requires Bylaw to charge. Included in Rates & Fees Bylaw 1-2023 Page 2 of 12

STRATEGIC ALIGNMENT:

PILLAR 4: GOVERNANCE & LEADERSHIP

GOAL 2 County demonstrates an open & accountable government.

ADMINISTRATION RECOMMENDS THAT:

Council rescind:

- Policy 11.02 - Meetings & Notice of Meetings
- Policy 11.03 - Agenda Format
- Policy 11.04 - Distribution of Minutes
- Policy 11.05 - Rules of Order
- Policy 12.11 - Council Organizational Meeting
- Policy 12.21 - Photocopier – Use & Charges
- Policy 12.22 - Fax Machine – Use & Charges

COUNTY OF BARRHEAD NO. 11

Section:	Legislative and Taxation		
Title:	Meetings and Notice of Meetings	Policy No:	11.02
Pages:	Page 1 of 3		

Purpose

Policy Statement and Guidelines

Part 1 – Interpretation

a) “Advisory Committee” means a committee established by Resolution of Council that is only a recommending Committee to Council, example:

- Municipal Committee
- Public Accounts Committee
- Development Committee
- Personnel Committee
- Land Acquisition Committee
- Policy Development Committee
- Transfer Station Committee
- Fire Protection Committee
- Continuing Road Study Committee

b) “Council Committee” means a Committee, Board or other body established by By-Law of Council under the Municipal Government Act, Chapter M-26.1, 1994, Example:

- Assessment Review Board
- Development Appeal Board
- Municipal Planning Commission
- Joint Municipal Planning Commission
- Family & Community Support Services Board
- Barrhead Regional Landfill Authority
- Day Care Board
- Barrhead & District Social Housing Association
- Barrhead Ambulance Committee
- Agricultural Service Board
- Barrhead & District Economic Development Board

COUNTY OF BARRHEAD NO. 11

Section:	Legislative and Taxation		
Title:	Meetings and Notice of Meetings	Policy No:	11.02
Pages:	Page 2 of 3		

- c) “Confidential” refers to any matter identified or interpreted by Council to be contained within the context of Section 217(2) of the Municipal Government Act. Such business will be discussed in Committee of the Whole.
- d) “Regular Meeting” means a meeting of Council that is regularly scheduled and held on a specified date, time and place.
- e) “Special Meeting” means a meeting of Council that is not regularly scheduled and is called in accordance with the Municipal Government Act.
- f) The “Organizational Meeting” shall be identified as a Special Meeting.
- g) “Working Meeting” means a meeting of Members of Council at which no resolutions or by-laws may be passed except for a resolution to go into or come out of Committee of the Whole and to adjourn the meeting. The Chairman will call the meeting to order and declare any recesses.

Part II – Meetings

Meetings of Council shall be held as follows:

- a) To December 1997 – The first and third Wednesday of each and every month shall be Regular Council Meetings at which a full agenda will be presented, including all business arising, all new business and all reports from employees and associated Boards and Committees. Effective January 1, 1998 – Resolution #97-567, October 21, 1997: The first and third Tuesday of each and every month shall be Regular Council Meetings at which a full agenda will be presented, including all business arising, all new business and all reports from employees and associated Boards and Committees.

Unless otherwise authorized by Resolution of Council, all Council Meetings will commence at 9:30 a.m.

Whenever feasible and practical to do so, the discussion of confidential business will be scheduled for the Regular Meetings of Council.

All meetings of the Council shall take place in the Council Chambers at the Local Administration Building in the Town of Barrhead, except when Council has resolved to conduct a meeting at an alternate location.

COUNTY OF BARRHEAD NO. 11

Section:	Legislative and Taxation		
Title:	Meetings and Notice of Meetings	Policy No:	11.02
Pages:	Page 3 of 3		

Regular, Special and Working Meetings of the Council shall be open to the public and no person shall be excluded except for improper conduct. If, in the opinion of the council, an item or items of business are of a confidential nature, the Council may hold a meeting of the Committee of the Whole Council, in private, excluding any person or persons from the meeting, except any Member of Council. The Council has no powering such a meeting to pass any Resolution or By-Law apart from the Resolution necessary to revert back to an open meeting.

Advisory Committee meetings will be held in private and closed to the public, due to the preliminary and confidential nature of issues before it, its inability to make independent decisions and the requirement for subsequent reporting to the Council.

Part III – Notice of Meeting

Notice of a meeting to a Councillor must be given in accordance with the Municipal Government Act.

Notice to the public of a meeting at which the public is entitled to attend will be deemed sufficient if the time, date and location of the meeting is posted at a publicly conspicuous place within the Municipal Office at least twenty-four (24) hours in advance of the meeting.

Policy Statement and Guidelines

	Date
Approved	April 5, 1995
Amended	October 21, 1997
Amended	

COUNTY OF BARRHEAD NO. 11			
Section:	LEGISLATIVE AND TAXATION		
Title:	AGENDA FORMAT	Policy No: 11.03	
Pages:	Page 1 of 1		

POLICY STATEMENT

PROCEDURE:

1. Agendas will be prepared by the Administration and distributed to each of the County Council members as well as the media at least three days prior to the regular meeting and preferably one week prior to the regular meeting. The Administration will review the agenda with the Reeve prior to each and every regular meeting.
2. Agendas will be available to electors of the County upon request.
 Relevant background information and material should be made available to Council members along with the agenda.
 At the first meeting of each and every month the Supervisor of Public Works will be requested to provide an information report on the activities within the Public Works Dept. at a regular time of 11:00 A.M.
3. Invocation will be held on the first meeting of each month to a maximum of five (5) minutes at the beginning of each Council Meeting.
4. Quarterly at the first Council Meeting in march, June, September and December, the Fire Chief shall report to Council can provide information on the activities of the Fire Department during those quarters at 10:45 a.m.
5. Other appointments may be made through the County Manager to accommodate electors of the County and salesmen representing various companies as well as the MLA or other Government Officials or Department representatives.
6. Employees are requested to make their representation through their respective Department Head or Foreman who will carry the request to the County Manager or Council. Individual employees or groups thereof may meet with County Council if recommended to do so by their Department Head or Foreman or in case of conflict or misunderstanding.

	Date
Approved	1986

COUNTY OF BARRHEAD NO. 11			
Section:	LEGISLATIVE AND TAXATION		
Title:	DISTRIBUTION OF MINUTES	Policy No: 11.04	
Pages:	Page 1 of 2		

POLICY STATEMENT

PROCEDURE:

1. Minutes of the various municipal meetings shall be distributed to the members of Council as soon as possible after the holding of a meeting.
2. Minutes may be distributed to the media as “unofficial minutes” as soon as they are available after a particular municipal meeting once edited by the County Manager.
3. Minutes of regular meetings or executive committee meetings may be inspected by electors of the County of may be made available to electors of the County as spelled out in Section 151 of the Municipal Government Act.
4. Minutes may only be inspected or made available to the electors after same have been approved by County Council. Cost of same will be charged as per Section 151 of the Municipal Government Act.

“Chapter M-26 MUNICIPAL GOVERNMENT ACT RSA 1980

151 (1) Any elector or owner or purchaser of land within the municipality may at all reasonable times inspect.

- (a) any contract approved by council or an executive committee and any by-law or account after it has been submitted,*
- (b) Any report of the commissioners or of any committee or of any official of the municipality after it has been submitted to the council, other than an opinion or report of the municipal solicitor or of any counsel engaged by the municipality, and*

(c) The minutes of council, after they have been adopted by the council, and the municipal secretary shall within a reasonable time after receiving a written demand by an elector or owner or purchaser of land within the municipality furnish him with copies of any of those documents or parts thereof at the rate of not more than 50¢ per 110 words, each figure to be counted one word, or at a rate of not more than \$1.00 per reproduced page or part thereof.

COUNTY OF BARRHEAD NO. 11

COUNTY OF BARRHEAD NO. 11			
Section:	LEGISLATIVE AND TAXATION		
Title:	DISTRIBUTION OF MINUTES	Policy No: 11.04	
Pages:	Page 2 of 2		

- (1.1) Notwithstanding subsection (1), the charge for a copy of a by-law furnished by the municipal secretary under that subsection shall not exceed \$10.00 unless the copy is in the form of a publication that is offered for sale to the public.*
- (2) Any elector may at all reasonable times inspect any audited report or abstract thereof, and may by himself or his agent and at his own expense take a copy thereof or extracts therefrom.*
- (3) A council may by resolution provide that subsection (1) does not apply with respect to a specified portion of a contract that contains technical or commercial information the release of which could jeopardize the future competitive position of the contractor.*

	Date
Approved	1986

COUNTY OF BARRHEAD NO. 11			
Section:	LEGISLATIVE AND TAXATION		
Title:	RULES OF ORDER	Policy No: 11.05	
Pages:	Page 1 of 1		

POLICY STATEMENT

PROCEDURE:

1. Bourinot's Rules of Order shall be followed in the conduct of meetings as a guide to procedure and subject to the provisions of the Municipal Government Act or other appropriate legislation.

	Date
Approved	1986

COUNTY OF BARRHEAD NO. 11

Section:	ADMINISTRATION/PERSONNEL		
Title:	County Council Organizational Meeting	Policy No:	12.11
Pages:	Page 1 of 1		

Purpose

Policy Statement and Guidelines

The Council shall hold an annual Organizational Meeting during the month of October as required under the Municipal Government Act. At that meeting committees will be struck, County Officers nominated and dates of meetings set for the ensuing year.

	Date
Approved	1986
Amended	
Amended	

COUNTY OF BARRHEAD NO. 11

Section:	ADMINISTRATION/PERSONNEL		
Title:	Photocopier – Use and Charges	Policy No:	12.21
Pages:	Page 1 of 1		

Purpose

Policy Statement and Guidelines

Provision for use of photocopying capabilities of the present office photocopier will be made for non-county personnel as follows:

1. Use of the photocopier will be for other government agencies, businesses or individuals.
2. Use, other than for County, is not to interfere with normal County office operations.
3. A log is to be maintained by the user, indicating the number of copies made, signing authority, (initials) and the user agency.
4. A charge of twenty-five (\$0.25) cents per copy will be levied for each copy made.
5. All photocopying charges will be paid by cash other than the Hillcrest Foundation, the Town of Barrhead or other government agencies where an account may be billed for same.

	Date
Approved	1986
Amended	
Amended	

COUNTY OF BARRHEAD NO. 11

Section:	ADMINISTRATION/PERSONNEL		
Title:	Fax Machine – Use and Charges	Policy No:	12.22
Pages:	Page 1 of 1		

Policy Statement and Guidelines

Provision for use of the Fax Machine at the County office will be made to the public upon request. The use is not to interfere with normal County operations and no one except a County Operator will be allowed to operate the equipment.

1. Rates – Public Use

The following user charges for the public are to be paid upon confirmation of transmittal or upon pickup of transmittals received by the County fax.

a) Transmittals

- i) Within Alberta**
1 to 3 Pages - \$1.00 each pages
4 to 10 Pages - \$4.00 total
- ii) North America**
1 to 3 Pages - \$1.50 each page
4 to 10 Pages - \$6.00 total
- iii) International**
1 to 3 Pages - \$2.50 each Page
4 to 10 Pages - \$10.00 total

b) Receiving
\$1.00 per Page

2. Rates – County Staff

a) Transmittals

- i) Within North America**
\$0.50 for the first page and \$0.25 for each additional page
- ii) International**
\$1.00 for the first page and \$0.50 for each additional page

b) Receiving
0 – 5 Pages – free of charge
More than 5 Pages - \$0.05 for the sixth and for each additional page.

	Date
Approved	1986
Amended	



TO: COUNCIL

RE: ALUS PROGRAM - TERMS OF REFERENCE (TOR) FOR PARTNERSHIP ADVISORY COMMITTEE

ISSUE:

Council is required to review the proposed changes to the Terms of Reference (TOR) for the Partnership Advisory Committee (PAC) for the ALUS program and approve any amendments.

BACKGROUND:

- As the PAC acts as the governing board of the ALUS Program, with oversight from the County of Barrhead as its Administrative Partner, it requires a TOR (attached) to function effectively.
- January 18, 2022 – Council approved the TOR for PAC.
 - Section 11.2 of the TOR states that its contents need to be reviewed annually by the PAC to ensure it continues to meet the developing program needs.
- January 24, 2023 – PAC reviewed the TOR at its first meeting in 2023. This was the 1st time it had been reviewed since the February 28, 2022 PAC meeting.

ANALYSIS:

- Changes are required to the TOR to clarify language and to modify process to meet the needs of PAC
- Proposed changes to TOR are as follows and included as highlights and red line edits on attached:

Category	Remove
Section 1 Purpose	REMOVE – “The Barrhead/Westlock/Athabasca ALUS program is run through Highway 2 Conservation (H2C) program. The County of Barrhead is the administrative partner of the H2C program and the ALUS program.”
	ADD - The County of Barrhead is the Administrative Partner of the ALUS program.
Section 3 Membership	<p>ADD</p> <p>3.2 PAC members must meet the following criteria to be eligible to sit on the committee:</p> <ul style="list-style-type: none"> a) Reside in the municipality in which they represent b) Be in good standing with the County in which they represent c) Have good knowledge of agricultural practices and environmental challenges in the ALUS Barrhead Westlock Athabasca program area <p>3.4 Term of membership for producer members is two (2) years with no limit to the term pending the following process:</p>

	<p>a) At the end of the 2-year term producer members who wish to stay on the committee must reapply.</p> <p>b) Advertisements to the public calling for interested producers to join the PAC will be circulated.</p> <p>c) Member municipalities are required to provide a recommendation to the Administrative Partner for appointments to PAC</p> <p>3.5 Term of membership for other voting members will be based on the procedures of the respective municipal partners</p> <p>REMOVE</p> <p>3.7 Term of membership will initially be for up to one (1) year ending December 31, 2022.</p> <p>3.8 Term of membership beyond the first year will be discussed by PAC with recommendations made for revisions to the Terms of Reference.</p>
Section 6 ALUS Coordinator Responsibilities	DELETE in 6.2 (b) – the words “preparation and”
Section 7 Meetings & Rules of Procedure	DELETE in 7.1 the words minimum of “three (3)” and INSERT “four (4)”
	INSERT in 7.8 the words “upon request” after public
Section 10 Conflict of Interest & Confidentiality	DELETE in 10.2 the word “must” and INSERT “shall” After words refrain from, INSERT work “presenting”

STRATEGIC ALIGNMENT:

PILLAR 1: RURAL LIFESTYLE

GOAL 4 County protects & preserves the environment

ADMINISTRATION RECOMMENDS THAT:

Council approve the recommended ALUS PAC Terms of Reference as presented.

Terms of Reference

County of Barrhead, Westlock County, and Athabasca County Alternative Land Use Services - Partnership Advisory Committee

1. Purpose:

The Alternative Land Use Services (ALUS) Partnership Advisory Committee (PAC) will guide the ALUS program in the County of Barrhead, Westlock County and Athabasca County (“the Counties”). It is a requirement to have a PAC in place, as per stated in the Memorandum of Understanding (MOU) signed November 12, 2021.

~~The Barrhead/Westlock/Athabasca ALUS program is run through Highway 2 Conservation (H2C) program. The County of Barrhead is the administrative partner of the H2C program and the ALUS program.~~

The County of Barrhead is the Administrative Partner of the ALUS program.

PAC members will provide advice and community input into the decision-making process that shapes ALUS delivery in “the Counties”.

2. Definitions:

2.1 “*Administrative Partner*” – means the municipality that provides the administrative function for the ALUS program in accordance with the MOU; County of Barrhead

2.2 “*ALUS*” – means Alternative Land Use Services Program

2.3 “*ASB member*” – means a member of an Agricultural Service Board. As membership varies across “the Counties” either a public member or an elected official appointed by respective Councils to the ASB is permitted to be appointed to the PAC.

2.4 “*Elected Official*” – means a member of Council duly elected from within the respective boundaries of “the Counties”.

2.5 “*MOU*” – means the Memorandum of Understanding between the Administrative Partner and ALUS Canada

2.6 “*PAC*” – means Partnership Advisory Committee that guides the ALUS program on behalf of the municipal partners and as required under the ALUS program

2.7 “*The Counties*” – means the County of Barrhead, Westlock County and Athabasca County

3. Membership:

3.1 The PAC will be a standing committee of the County of Barrhead and ALUS Canada as identified in the MOU.

3.2 PAC members must meet the following criteria to be eligible to sit on the committee:

a) Reside in the municipality in which they represent

b) Be in good standing with the County in which they represent

c) Have good knowledge of agricultural practices and environmental challenges in the ALUS Barrhead Westlock Athabasca program area

3.3 The PAC shall consist of 6 voting members:

a) One (1) producer and one (1) ASB member or elected official from the County of Barrhead,

- b) One (1) producer and one (1) ASB member or elected official from Westlock County,
- c) One (1) producer and one (1) ASB member or elected official from Athabasca County

3.4 Term of membership for producer members is two (2) years with no limit to the term pending the following process:

- a) At the end of the 2-year term producer members who wish to stay on the committee must reapply.
- b) Advertisements to the public calling for interested producers to join the PAC will be circulated.
- c) Member municipalities are required to provide a recommendation to the Administrative Partner for appointments to PAC

3.5 Term of membership for other voting members will be based on the procedures of the respective municipal partners

3.6 The PAC will include the following non-voting members:

- a) Maximum of 2 representatives from relevant non-government organizations
- b) ALUS Coordinator for “the Counties”
- c) ALUS Canada Representative

~~3.7 Term of membership will initially be for up to one (1) year ending December 31, 2022.~~

~~3.8 Term of membership beyond the first year will be discussed by PAC with recommendations made for revisions to the Terms of Reference.~~

4. PAC Roles & Responsibilities:

Issues requiring oversight and guidance by the PAC will include, but are not limited to, the following:

- 4.1 Reviewing and deciding on potential agricultural producer/landowner projects based on ALUS principles.
- 4.2 Establishing payment structure/amounts for each agricultural producer/landowner project.
- 4.3 Deciding on the participation of external organizations, businesses, and other individuals.
- 4.4 Communicating with external organizations.
- 4.5 Acting as a liaison between “the Counties” (Council and Administration) and the producer community.
- 4.6 Promoting ALUS in “the Counties.”
- 4.7 Hearing, collecting, recording, and acting on public feedback where and when appropriate.
- 4.8 Monitoring projects to ensure continued conformance with landowner agreements.
- 4.9 Elect a Chair and Vice Chair on an annual basis from among the voting members.

5. PAC Chair & Vice Chair Responsibilities:

- 5.1 Chair in consultation with the ALUS Coordinator will support the development of the agenda
- 5.2 Chair will officiate and conduct meetings in accordance with the terms of reference and other meeting procedure bylaws of the Administrative Partner
- 5.3 Chair will vote when decisions are to be decided
- 5.4 Vice Chair will assume the responsibilities of the Chair in the absence of the Chair

6. ALUS Coordinator Responsibilities:

6.1 ALUS Coordinator will be directly responsible to the Administrative Partner and to the PAC

6.2 ALUS Coordinator is responsible for

- a) preparation of the agenda in consultation with the PAC Chair
- b) ~~preparation and~~ distribution of minutes, agenda and materials to the PAC
- c) ensuring that actions are carried out to deliver the ALUS program in accordance with the MOU
- d) ensuring administrative tasks for the operation of PAC are completed including but not limited to the development and maintenance of a PAC manual, meeting logistics and remuneration of members

7. Meetings & Rules of Procedure

7.1 Meetings will be held as required, with a minimum of ~~three (3)~~ four (4) meetings held per year.

7.2 Meetings may be added, cancelled or postponed by a resolution of the PAC or by the Chair.

7.3 Meetings may be held in-person or virtually using an online platform.

7.4 Quorum shall consist of a simple majority of the voting members of the PAC.

7.5 All decisions of the PAC shall be determined by simple majority vote. In the event of a tie vote, the motion will be deemed defeated.

7.6 Meetings will be held in accordance with the Administrative Partners current Meeting Procedural Bylaw, except for as may be varied by this Terms of Reference.

7.7 Minutes will be taken at each meeting by the ALUS Coordinator and circulated to all PAC members in a timely fashion.

7.8 Approved minutes will be made available to the public upon request and may be posted on “the Counties” and ALUS Canada websites.

8. Support Resources:

8.1 A PAC manual accessible to all PAC members is to be developed using a template provided by ALUS Canada

8.2 The PAC will be supported by ALUS Coordinator and staff from “the Counties” as required.

8.3 The Administrative Partner will provide financial administration of revenues and the expenditures for the PAC and disbursements to the agricultural producer/landowner partner projects.

8.4 Representatives of interested groups or organizations with specific expertise may be invited to attend meetings as non-voting guests and provide input or assistance.

9. Remuneration

9.1 Remuneration for voting members to attend meetings including a per diem and mileage shall be paid in accordance with the current Councillor Remuneration Policy for elected officials from the Administrative Partner

9.2 Remuneration will be paid directly to “the Counties” from which the voting members represent

9.3 Partner municipalities will be responsible for providing remuneration to their voting members in accordance with their respective policies.

10. Conflict of Interest & Confidentiality:

10.1 All potential projects will be kept in confidence until approved.

10.2 Committee members ~~must~~ shall declare any conflict of interest and refrain from presenting, discussing or voting on any matter before the Committee in which the member has a pecuniary interest or conflict of interest.

11. Enactment & Amendments

11.1 Terms of Reference require the approval by resolution of the Council of the Administrative partner (County of Barrhead).

11.2 Terms of Reference will be reviewed annually by the PAC.

11.3 Amendments considered to be “housekeeping” amendments or changes that add clarity or improve the express intent without materially changing any aspect of the Terms of Reference can be approved by the PAC; all other amendments require approval by resolution of Council of the Administrative partner (County of Barrhead).

12. Dissolution:

12.1 The PAC will exist as long as the ALUS MOU between the Administrative Partner and ALUS Canada remains in force.

12.2 Dissolution of the PAC will occur if either ALUS Canada or the Administrative Partner in consultation with “the Counties” decides to end their participation in the ALUS Program pursuant to the dissolution clauses contained in the MOU.

12.3 Should dissolution of the PAC occur as a result of the above, each member will be provided with written notification in advance of the dissolution of the PAC.

12.4 Upon receipt of the notice of dissolution, the Chair of the PAC may call for a final “wrap-up” meeting to resolve any outstanding business that may exist

TO: COUNCIL

RE: 2024 CAPITAL PURCHASE - QUOTATION FOR TANDEM AXLE PLOW TRUCK

ISSUE:

Administration requires Council to approve the purchase of a tandem axle plow truck that was identified in the 2024 Capital Budget.

BACKGROUND:

- December 20, 2022 – Council approved the 2023 Interim Operational and Capital Budget.
- 2024 Capital budget has \$249,000 allocated to the purchase of new tandem axle plow truck to replace Unit 133, a 2013 International Workstar 7600 plow truck.
- Public Works issued a public tender for the purchase of this new unit which closed on February 2, 2023.
- Current lead times on commercial trucks are 18 to 36 months, which is why Public Works is currently seeking to secure a truck for delivery in 2024.
- Quotations were received from First Truck Centre (Freightliner), Western Start North (Western Star), Diamond Truck Centre (International), and Edmonton Kenworth (Kenworth). The Stahl Peterbilt (Peterbilt) and Nortrux (Mack) dealerships notified the County that they wouldn't give quotations due to the inability to provide an accurate price or timeline for delivery.
- All prices provided by the vendors are subject to change due to exchange rates or other economic factors and will only be finalized at the time of order from factory (September 2023 for most dealerships). Additional price increases may also be added on at time of delivery.
- 10-year Capital plan also has truck replacements in 2025, which is Unit 143, a 2013 International Workstar 7500, and Unit 132, a 2010 Peterbilt 367.

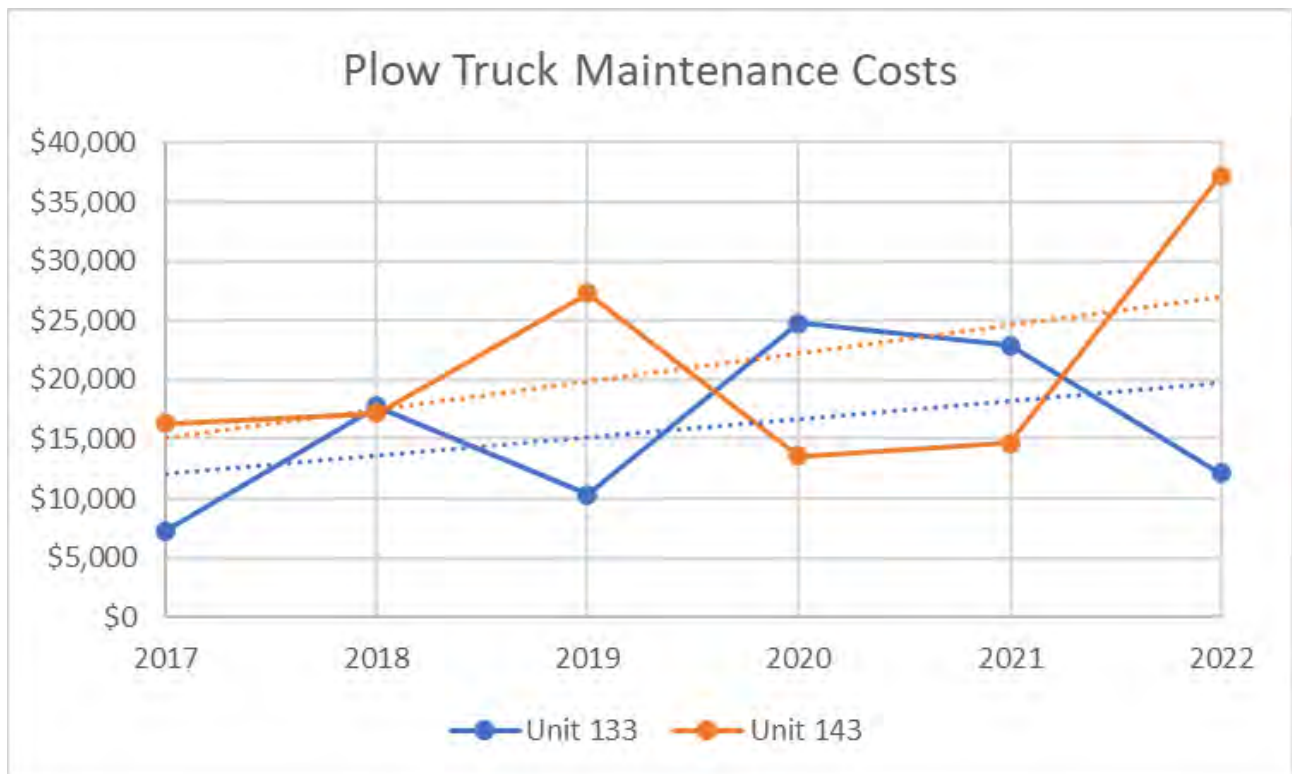
ANALYSIS:

- Quotations were reviewed for completeness to ensure that the products being offered are a suitable replacement to our current unit.
- As there is so much uncertainty in pricing, a scoring analysis was done on each quotation. Scoring was based on the following criteria:
 - Basic Equipment Specifications– 10 pts
 - Special Provisions (Warranty & Delivery) – 10 pts
 - Price – 50 pts
 - Service Provided – 20 pts
 - Past & Present Resale Market Value – 10 pts

- Summary of quotations are as follows:

Company	First Truck Centre	Edmonton Kenworth	Diamond Truck Centres	Western Star North
Truck Model	Freightliner 114SD Plus	Kenworth T480V	International HV613 SBA	Western Star 47X SB
Chassis Price	\$ 205,500	\$ 223,204	\$ 196,171	\$ 231,148
Plow Set Up	\$ 168,888	\$ 168,888	\$ 135,465	\$ 135,465
Total Price	\$ 374,388	\$ 392,092	\$ 331,636	\$ 366,613
Truck Delivery	Q3 2024	Q4 2023	Q3 2024	Q3 2024
Total Points – 100	77.4	70.8	74.0	84.2

- Kenworth T480V truck does not meet the horsepower requirements as set out by the tender specifications (380 HP vs 450 HP minimum).
- Due to extended timelines for truck delivery, consideration should be given to ordering 3 trucks to ensure that the 2025 units can be procured on time as outlined in the 10-yr Capital Plan.
 - Maintenance costs on the plow trucks continue to increase and extending timelines beyond 2025 will put the County at risk for major repairs such as engines and transmissions.
- Plow truck maintenance costs for 2017-2022 are shown in the chart below:



- If the County were to get on the list for 3 trucks, the order can be adjusted once the dealership has received their factory allotment in September 2023 and starts to schedule and price out the truck builds.
 - At this time, the dealership would be able to provide more accurate pricing and Council could decide whether to proceed with the purchase of the vehicles.

STRATEGIC ALIGNMENT:

PILLAR 2: MUNICIPAL INFRASTRUCTURE & SERVICES

GOAL 1 - Infrastructure & services balance County capacity with ratepayers needs

ADMINISTRATION RECOMMENDS THAT:

- Council direct Administration to enter into an agreement with Western Star North to purchase 3 Western Star 47X SB trucks for delivery in 2024 and 2025 as per the 10-yr Capital Plan, and further, that Administration brings back final pricing to Council for final order approval once it becomes available.



REQUEST FOR DECISION
FEBRUARY 21, 2023

TO: COUNCIL

RE: 2022 YEAR END OPERATING SURPLUS

ISSUE:

Resolutions are required by Council to complete 2022 year-end.

BACKGROUND:

- Annual Operating Surplus as reported in the Year to Date (YTD) Budget Report is common in municipalities because municipal governments are unable to run a deficit budget.
 - Municipalities must fully budget tax revenues and reserve transfers to cover all planned expenditures.
 - Unforeseen circumstances such as weather or project delays may result in a decrease to planned expenditures.
- Annual Operating Surplus is not the same as the surplus presented in the financial statements.
 - Surplus for Public Sector Accounting Standards (PSAS) purposes is calculated based on the PSAS as presented in the Financial Statements.
 - Unlike the Annual Operating Surplus as presented in the YTD Budget Report, the surplus for PSAS purposes excludes all reserve transfers and principal debt payments, and includes capital revenues, gains (losses) from tangible capital asset dispositions and amortization.

ANALYSIS:

- The following documents are presented:
 - YTD Budget Report with variance analysis
 - Net Operating Surplus by Department
 - Capital Report with variance analysis
 - 2022 Reserve Report (separate RFD)
 - Reconciliation of Budget Data to Financial Statements
 - Draft Statement of Operations
 - Draft Statement of Financial Position
 - Draft Segmented Disclosure
- Council approved operational and capital projects that were overbudget at February 7, 2023 Council meeting.
- YTD Budget Report with variance analysis provides explanations for all expenditure categories where expenditures are \$20,000 and 10% greater than budget.

Net Operating Surplus:

- There are 4 departments in a deficit position:
 - Policing - \$823 due to actual invoice for period April 1, 2021 – March 31, 2022 being higher than budgeted.
 - Public Works - \$86,221 and include the following:
 - Fuel costs, road salt and oil, equipment repairs & maintenance higher than budgeted.
 - Savings in line painting, crack sealing and aggregate
 - Transfer to capital reserves of \$186,771 for road project 2022-440 that will be completed in 2023.
 - Economic Development - \$13; minor difference
 - Recreation - \$257; equipment expenditures charged from Public Works higher than budgeted, offset by some budget savings in licenses & permits not required.

Accumulated Surplus:

- 2022 year-end surplus is \$306,730.
- Legislative surplus was primarily generated from fewer external Committee meetings held during the year than budgeted and was offset by increased legal costs for Councillor Code of Conduct Review.
- Fire surplus was due to the following factors:
 - Fire response down in the County. Fire Department responded to 146 calls to County in 2021 compared to 125 in 2022.
 - Average response cost was lower in 2022. Average cost of incident in 2021 was \$1,575, the average cost of incident in 2022 was \$1,321 due to fewer large fires in 2022.
 - With more incidents below \$3,000 cap, the recovery on fire bills was higher than the budgeted 40% recovery.
- Ag Services – actual expenditures lower than budgeted. ALUS grant funding received higher than budgeted.
- County is fiscally responsible and is proactively reducing expenses to avoid future drastic increases to taxes to cover projected shortfalls for 2023 - 2025 of \$777 - \$2,435K per year. This shortfall is primarily due to additional costs, such as police funding model, and revenue/collection uncertainties such as unpaid oil & gas taxes and government grants.
- With the accumulated surplus, Council is better positioned to avoid significant tax rate increases in 2023 as Council will have the option to use the unrestricted surplus to offset funding shortfalls projected for 2023 – 2025.

STRATEGIC ALIGNMENT:**PILLAR 4: GOVERNANCE & LEADERSHIP**

GOAL 2 County demonstrates open & accountable government.

ADMINISTRATION RECOMMENDS THAT:

Council accepts the year-end financial reports as presented and subject to audit adjustments and year end finalizations.

COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Summary of All Units
For the Twelve Months Ending December 31,

	December 2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
Municipal taxes	\$11,825,764	\$11,784,734	(\$41,030)	(0.35%)	
Local improvement levy	21,885	21,885	-	0.00%	
Aggregate levy	112,328	100,000	-12,328	(12.33%)	
User fees and sale of goods	1,238,615	1,094,402	-144,214	(13.18%)	H2C/ALUS grants received. Sale of gravel down as Vega pit closed to private sales a portion of the year, offset by increase in Dust Control sales.
Rental income	66,726	77,942	11,216	14.39%	
Allocation for in-house equip Rental	715,620	544,204	-171,416	(31.50%)	More hours spent on capital projects than budgeted. Recovery of oil & gas accounts and/or signing of TIPP agreement so less taxes in arrears than budgeted.
Penalties and costs on taxes	167,712	300,000	132,288	44.10%	
Licenses, permits and fees	17,371	17,329	-42	(0.24%)	
Returns on investment	455,914	208,590	-247,324	(118.57%)	Investment income higher than budgeted due to higher interest rates and certain capital expenditures deferred (ex. Scrapers)
Other governments transfer for operating	1,113,484	1,250,609	137,125	10.96%	Less PERC/DIRC received. In addition \$70K of ALUS funding budgeted under this line, should have been budgeted under User fees and sale of goods. Debenture not incurred as Sani PreTreatment project at Town of Barrhead lagoon did not occur. Project carried forward to 2023 budget; ALUS
Other revenue	129,179	1,544,623	1,415,445	91.64%	overhead/in kind contribution Budgeted for unrestricted reserve required for budget shortfall. Actual was
Drawn from unrestricted reserves	162,586	279,517	116,932	41.83%	budget surplus.
Drawn from operating reserves	634,445	242,605	-391,840	(161.51%)	Broadband - approved by Council Resolution 2022-205
Contribution from capital program	98,890	15,000	-83,890	(559.26%)	Broadband - Approved by Council Resolution 2022-205
TOTAL REVENUE	16,760,519	17,481,440	720,922	4.12%	
EXPENDITURES					
Salaries and benefits	3,875,618	3,904,800	29,182	0.75%	
Materials, goods, supplies	2,899,317	2,732,611	-166,706	(6.10%)	
Utilities	125,376	129,690	4,314	3.33%	
Contracted and general services	1,846,404	2,048,342	201,938	9.86%	
Purchases from other governments	297,897	296,845	-1,052	(0.35%)	
Transfer to other governments	1,152,559	2,689,339	1,536,781	57.14%	Sani PreTreatment project at Town of Barrhead lagoon did not occur. Project carried forward to 2023 budget.
Transfer to individuals and organizations	605,555	107,738	-497,817	(462.06%)	Broadband - approved by Council Resolution 2022-205
Transfer to local boards and agencies	157,621	156,916	-705	(0.45%)	
Interest on long term debt	119,183	119,388	205	0.17%	
Principal payment for debenture	162,586	162,586	0	0.00%	
Provision for allowances	-334,106	80,425	414,531	515.43%	Recovery of unpaid oil and gas taxes rather than budgeted increase to allowance.
Bank charges and short term interest	1,255	1,970	715	36.27%	
Tax cancellations	9,890	3,000	-6,890	(229.65%)	
Other expenditures	2,226	2,000	-227	(11.34%)	
Requisitions	2,836,126	2,836,254	127	0.00%	
Transfer to operating reserves	627,110	315,422	-311,688	(98.82%)	Recovery of unpaid oil and gas taxes put to reserve; offset by less PERC/DIRC received. H2C/ALUS reserve increase of \$19K due to more ALUS funding received than budgeted. Transferred fund for Road Project 22-440 to capital reserve as project is carried into 2023 Capital Budget as well as an increase in aggregate levy received over budget
Transfer to capital reserves	1,951,613	1,707,343	-244,270	(14.31%)	Actual was for Overburden removal at Gravel Pit for 2023 paving project; Budget was for Project 22-440.
Transfer to capital program	117,558	186,771	69,213	37.06%	
TOTAL EXPENDITURES	16,453,788	17,481,440	1,027,652	5.88%	
NET COST / (REVENUE):	-306,731	0	306,730	20448682289.33%	
NET COST - OPERATING FUND	-2,107,091	-1,672,414	434,678	(25.99%)	
NET COST - RESERVE FUND	1,781,692	1,500,643	-281,050	(18.73%)	
NET COST - CAPITAL FUND	18,668	171,771	153,102	89.13%	

COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
GENERAL GOVERNMENT
For the Twelve Months Ending December
December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
Municipal taxes	\$11,825,764	\$11,784,734	(\$41,030)	(0.35%)	
Penalties and costs on taxes	167,712	300,000	132,288	44.10%	Recovery of oil & gas accounts and/or signing of TIPP agreement so less taxes in arrears than budgeted.
Returns on investment	413,547	197,000	-216,547	(109.92%)	Investment income higher than budgeted due to higher interest rates and certain capital expenditures deferred (ex. Scrapers)
Other governments transfer for operating	4,829	81,189	76,360	94.05%	PERC/DIRC - recovered from oil and gas vs. remaining unpaid.
Other revenue	2,068	30	-2,038	(6876.11%)	
Drawn from unrestricted reserves	162,586	279,517	116,932	41.83%	Budgeted for unrestricted reserve required for budget shortfall. Actual was budget surplus. Recovery of doubtful accounts occurred in 2022. Budget was for increase to allowance for doubtful tax accounts.
Drawn from operating reserves	-	50,000	50,000	100.00%	
TOTAL REVENUE	12,576,506	12,692,470	115,965	0.91%	
EXPENDITURES					
Provision for allowances	-364,531	50,000	414,531	829.06%	Recovery of unpaid oil and gas taxes
Tax cancellations	9,890	3,000	-6,890	(229.65%)	
Other expenditures	2,226	2,000	-227	(11.34%)	
Requisitions	2,836,126	2,836,254	127	0.00%	
Transfer to operating reserves	531,946	243,775	-288,171	(118.21%)	Recovery of unpaid oil and gas taxes put to reserve; offset by less PERC/DIRC received.
TOTAL EXPENDITURES	3,015,657	3,135,029	119,371	3.81%	
NET COST / (REVENUE):	-9,560,849	-9,557,441	3,407	(0.04%)	
NET COST - OPERATING FUND	-9,930,209	-9,471,699	458,509	(4.84%)	
NET COST - RESERVE FUND	369,360	-85,742	-455,103	530.78%	

COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
General Municipal
For the Twelve Months Ending
December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
Penalties and costs on taxes	\$167,712	\$300,000	\$132,288	44.10%	Recovery of oil & gas accounts and/or signing of TIPP agreement so less taxes in arrears than budgeted. Investment income higher than budgeted due to higher interest rates and certain capital expenditures deferred (ex. Scrapers) PERC/DIRC - recovered from oil and gas vs. remaining unpaid. Budgeted for unrestricted reserve required for budget shortfall. Actual was budget surplus.
Returns on investment	413,547	197,000	-216,547	(109.92%)	
Other governments transfer for operating	4,829	81,189	76,360	94.05%	
Drawn from unrestricted reserves	162,586	279,517	116,932	41.83%	
TOTAL REVENUE	748,674	857,706	109,033	12.71%	
EXPENDITURES					
Transfer to operating reserves	167,415	243,775	76,360	31.32%	PERC/DIRC - less received than budgeted.
TOTAL EXPENDITURES	167,415	243,775	76,360	31.32%	
NET COST / (REVENUE):	-581,259	-613,931	-32,673	5.32%	
NET COST - OPERATING FUND	-586,088	-578,189	7,899	(1.37%)	
NET COST - RESERVE FUND	4,829	-35,742	-40,572	113.51%	

COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Tax & Requisitions
For the Twelve Months Ending December
December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
Municipal taxes	\$11,825,764	\$11,784,734	(\$41,030)	(0.35%)	
Other revenue	2,068	30	-2,038	(6876.11%)	
Drawn from operating reserves	-	50,000	50,000	100.00%	Recovery of doubtful accounts occurred in 2022. Budget was for increase to allowance for doubtful tax accounts.
TOTAL REVENUE	11,827,832	11,834,764	6,932	0.06%	
EXPENDITURES					
Provision for allowances	-364,531	50,000	414,531	829.06%	Recovery of unpaid oil and gas taxes rather than budgeted increase to allowance.
Tax cancellations	9,890	3,000	-6,890	(229.65%)	
Other expenditures	2,226	2,000	-227	(11.34%)	
Requisitions	2,836,126	2,836,254	127	0.00%	
Transfer to operating reserves	364,531	-	-364,531	0.00%	Recovery of unpaid oil and gas taxes put to reserve
TOTAL EXPENDITURES	2,848,242	2,891,254	43,011	1.49%	
NET COST / (REVENUE):	-8,979,590	-8,943,510	36,080	(0.40%)	
NET COST - OPERATING FUND	-9,344,121	-8,893,510	450,610	(5.07%)	
NET COST - RESERVE FUND	#VALUE!	#VALUE!	-414,531	829.06%	

COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
ADMINISTRATION & LEGISLATIVE
For the Twelve Months Ending
December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
User fees and sale of goods	\$12,044	\$8,929	(\$3,115)	(34.89%)	
Other governments transfer for operating	34,333	27,666	-6,667	(24.10%)	
Other revenue	46,309	9,500	-36,809	(387.46%)	Overhead/In Kind recognized for ALUS program.
Drawn from operating reserves	6,604	12,856	6,252	48.63%	
TOTAL REVENUE	99,290	58,951	-40,339	(68.43%)	
EXPENDITURES					
Salaries and benefits	1,180,836	1,179,543	-1,293	(0.11%)	
Materials, goods, supplies	49,910	55,807	5,897	10.57%	
Utilities	16,007	18,000	1,993	11.07%	
Contracted and general services	447,227	464,097	16,870	3.63%	
Bank charges and short term interest	1,255	1,970	715	36.27%	
Transfer to operating reserves	3,319	2,304	-1,015	(44.06%)	
Transfer to capital reserves	70,000	70,000	-	0.00%	
TOTAL EXPENDITURES	1,768,554	1,791,721	23,166	1.29%	
NET COST / (REVENUE):	1,669,264	1,732,770	63,505	3.66%	
NET COST - OPERATING FUND	1,602,549	1,673,322	70,772	4.23%	
NET COST - RESERVE FUND	66,715	59,448	-7,267	(12.22%)	

COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Legislative
 For the Twelve Months Ending
 December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
Other revenue	\$4,313	\$4,500	\$187	4.15%	
Drawn from operating reserves	5,082	7,856	2,774	35.31%	
TOTAL REVENUE	9,395	12,356	2,961	23.96%	
EXPENDITURES					
Salaries and benefits	284,240	323,358	39,118	12.10%	Less actual per diems paid than budgeted. Budget was based on 6 per diems per Councillor per month.
Materials, goods, supplies	5,760	8,478	2,719	32.07%	
Contracted and general services	66,513	45,295	-21,218	(46.84%)	Councillor Code of Conduct investigation
Transfer to operating reserves	875	875	-	0.00%	
TOTAL EXPENDITURES	357,388	378,006	20,619	5.45%	
NET COST / (REVENUE):	347,993	365,650	17,658	4.83%	
NET COST - OPERATING FUND	352,200	372,631	20,432	5.48%	
NET COST - RESERVE FUND	-4,207	-6,981	-2,774	39.73%	

COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Administration
For the Twelve Months Ending

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
User fees and sale of goods	\$12,044	\$8,929	(\$3,115)	(34.89%)	
Other governments transfer for operating	34,333	27,666	-6,667	(24.10%)	
Other revenue	41,996	5,000	-36,996	(739.92%)	Overhead/inKind recognized for ALUS program.
Drawn from operating reserves	1,522	5,000	3,478	69.56%	
TOTAL REVENUE	89,895	46,595	-43,300	(92.93%)	
EXPENDITURES					
Salaries and benefits	896,596	856,185	-40,411	(4.72%)	
Materials, goods, supplies	44,151	47,329	3,178	6.72%	
Utilities	16,007	18,000	1,993	11.07%	
Contracted and general services	380,623	418,687	38,064	9.09%	
Bank charges and short term interest	1,255	1,970	715	36.27%	
Transfer to operating reserves	2,444	1,429	-1,015	(71.05%)	
Transfer to capital reserves	70,000	70,000	-	0.00%	
TOTAL EXPENDITURES	1,411,076	1,413,600	2,523	0.18%	
NET COST / (REVENUE):	1,321,181	1,367,005	45,823	3.35%	
NET COST - OPERATING FUND	1,250,259	1,300,576	50,316	3.87%	
NET COST - RESERVE FUND	70,922	66,429	-4,493	(6.76%)	

COUNTY OF BARRHEAD
 YTD BUDGET REPORT
 Elections & Plebiscites
 For the Twelve Months Ending
 December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
EXPENDITURES					
Contracted and general services	\$91	\$115	\$24	21.14%	
TOTAL EXPENDITURES	91	115	24	21.14%	
NET COST / (REVENUE):	91	115	24	21.14%	
NET COST - OPERATING FUND	91	115	24	21.14%	

2023-02-14
6:25 PM

COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
PROTECTIVE SERVICES
For the Twelve Months Ending

	December 2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
User fees and sale of goods	\$91,952	\$60,281	(\$31,671)	(52.54%)	Higher recovery of response cost than budgeted as more incidents below \$3,000 cap so able to fully bill cost to customer.
Licenses, permits and fees	1,671	4,079	2,408	59.03%	
Other governments transfer for operating	38,071	37,650	-421	(1.12%)	
Other revenue	9,127	9,095	-32	(0.35%)	
Drawn from operating reserves	85,776	88,500	2,724	3.08%	
TOTAL REVENUE	226,597	199,605	-26,993	(13.52%)	
EXPENDITURES					
Salaries and benefits	48,162	50,949	2,787	5.47%	
Materials, goods, supplies	3,908	4,870	962	19.76%	
Contracted and general services	13,016	18,716	5,700	30.46%	
Purchases from other governments	165,193	175,000	9,807	5.60%	
Transfer to other governments	657,710	684,554	26,844	3.92%	
Transfer to individuals and organizations	7,288	7,288	-	0.00%	
Transfer to operating reserves	36,127	36,095	-32	(0.09%)	
Transfer to capital reserves	182,000	182,000	0	(0.00%)	
TOTAL EXPENDITURES	1,113,404	1,159,472	46,069	3.97%	
NET COST / (REVENUE):	886,807	959,867	73,062	7.61%	
NET COST - OPERATING FUND	754,456	830,272	75,818	9.13%	
NET COST - RESERVE FUND	132,351	129,595	-2,755	(2.13%)	

COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Enhanced Policing Services / Prior
 For the Twelve Months Ending
 December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
EXPENDITURES					
Transfer to other governments	\$251,157	\$250,334	(\$823)	(0.33%)	
Transfer to individuals and organizations	1,000	1,000	-	0.00%	
TOTAL EXPENDITURES	252,157	251,334	-823	(0.33%)	
NET COST / (REVENUE):	252,157	251,334	-823	(0.33%)	
NET COST - OPERATING FUND	252,157	251,334	-823	(0.33%)	

2023-02-14
6:25 PM

COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Fire Services
 For the Twelve Months Ending
 December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
User fees and sale of goods	\$91,952	\$60,000	(\$31,952)	(53.25%)	Higher recovery of response cost than budgeted as more incidents below \$3,000 cap so able to fully bill cost to customer.
Other governments transfer for operating	35,408	34,987	-421	(1.20%)	
TOTAL REVENUE	127,360	94,987	-32,373	(34.08%)	
EXPENDITURES					
Salaries and benefits	544	507	-37	(7.32%)	
Contracted and general services	49	2,090	2,041	97.63%	
Purchases from other governments	165,193	175,000	9,807	5.60%	
Transfer to other governments	321,594	349,260	27,666	7.92%	
Transfer to operating reserves	25,000	25,000	-	0.00%	
Transfer to capital reserves	97,000	97,000	-	0.00%	
TOTAL EXPENDITURES	609,380	648,857	39,477	6.08%	
NET COST / (REVENUE):	482,020	553,870	71,850	12.97%	
NET COST - OPERATING FUND	360,020	431,870	71,850	16.64%	
NET COST - RESERVE FUND	122,000	122,000	-	0.00%	

COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Disaster Services
 For the Twelve Months Ending
 December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
EXPENDITURES					
Salaries and benefits	\$11,347	\$10,231	(\$1,116)	(10.91%)	
Materials, goods, supplies	110	150	40	26.83%	
Contracted and general services	860	2,160	1,300	60.19%	
Transfer to operating reserves	2,000	2,000	-	0.00%	
TOTAL EXPENDITURES	14,317	14,541	224	1.54%	
NET COST / (REVENUE):	14,317	14,541	224	1.54%	
NET COST - OPERATING FUND	12,317	12,541	224	1.79%	
NET COST - RESERVE FUND	2,000	2,000	-	0.00%	

2023-02-14
 6:25 PM

COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 By-Law Enforcement
 For the Twelve Months Ending
 December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
User fees and sale of goods	-	\$281	\$281	100.00%	
Licenses, permits and fees	1,671	4,079	2,408	59.03%	
Drawn from operating reserves	85,000	85,000	0	(0.00%)	
TOTAL REVENUE	86,671	89,360	2,689	3.01%	
EXPENDITURES					
Materials, goods, supplies	-	50	50	100.00%	
Contracted and general services	565	3,211	2,646	82.42%	
Transfer to other governments	84,960	84,960	-	0.00%	
Transfer to capital reserves	85,000	85,000	0	(0.00%)	
TOTAL EXPENDITURES	170,525	173,221	2,696	1.56%	
NET COST / (REVENUE):	83,854	83,861	7	0.01%	
NET COST - OPERATING FUND	83,854	83,861	7	0.01%	

COUNTY OF BARRHEAD
 YTD BUDGET REPORT
 Ambulance Services
 For the Twelve Months Ending
 December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
EXPENDITURES					
Transfer to individuals and organizations	\$6,288	\$6,288	-	0.00%	
TOTAL EXPENDITURES	6,288	6,288	-	0.00%	
NET COST / (REVENUE):	6,288	6,288	-	0.00%	
NET COST - OPERATING FUND	6,288	6,288	-	0.00%	

2023-02-14
6:25 PM

COUNTY OF BARRHEAD NO.11

YTD BUDGET REPORT

Safety Program

For the Twelve Months Ending

December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
Other revenue	\$9,127	\$9,095	(\$32)	(0.35%)	
Drawn from operating reserves	776	3,500	2,724	77.82%	
TOTAL REVENUE	9,903	12,595	2,692	21.37%	
EXPENDITURES					
Salaries and benefits	36,270	40,211	3,941	9.80%	
Materials, goods, supplies	3,798	4,150	352	8.48%	
Contracted and general services	7,427	6,740	-687	(10.19%)	
Transfer to operating reserves	9,127	9,095	-32	(0.35%)	
TOTAL EXPENDITURES	56,622	60,196	3,574	5.94%	
NET COST / (REVENUE):	46,719	47,601	883	1.85%	
NET COST - OPERATING FUND	38,368	42,006	3,638	8.66%	
NET COST - RESERVE FUND	8,351	5,595	-2,755	(49.25%)	

COUNTY OF BARRHEAD
 YTD BUDGET REPORT
 Barrhead and Regional Crime
 For the Twelve Months Ending
 December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
Other governments transfer for operating	\$2,663	\$2,663	\$0	(0.01%)	
TOTAL REVENUE	2,663	2,663	0	(0.01%)	
EXPENDITURES					
Materials, goods, supplies	-	520	520	100.00%	
Contracted and general services	4,115	4,515	400	8.86%	
TOTAL EXPENDITURES	4,115	5,035	920	18.27%	
NET COST / (REVENUE):	1,452	2,372	920	38.80%	
NET COST - OPERATING FUND	1,452	2,372	920	38.80%	

COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
TRANSPORTATION SERVICES
For the Twelve Months Ending December
December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
Aggregate levy	\$112,328	\$100,000	(\$12,328)	(12.33%)	
User fees and sale of goods	287,435	344,702	57,267	16.61%	Sale of gravel down due to Vega pit closed to private sales, offset by increase in Dust Control sold compared to budget.
Rental income	10,915	10,915	-	0.00%	
Allocation for in-house equip Rental	715,620	544,204	-171,416	(31.50%)	More hours spent on capital projects than budgeted.
Returns on investment	5,448	5,448	-	0.00%	
Other governments transfer for operating	644,541	649,216	4,675	0.72%	
Other revenue	29,100	-	-29,100	0.00%	Dirt sales from Neerlandia lagoon site
Drawn from operating reserves	5,067	30,000	24,933	83.11%	Less work for gravel exploration than budgeted
TOTAL REVENUE	1,810,454	1,684,485	-125,969	(7.48%)	
EXPENDITURES					
Salaries and benefits	1,990,504	2,004,599	14,095	0.70%	
Materials, goods, supplies	2,404,473	2,222,521	-181,952	(8.19%)	Fuel costs \$153K higher than budgeted, road salt & oil \$37K higher than budgeted, equip R&M \$59K higher than budgeted, aggregate \$60K lower than budget.
Utilities	81,211	81,589	378	0.46%	
Contracted and general services	954,677	1,049,968	95,291	9.08%	Cost for line painting and cracksealing \$58K lower than budgeted, shoulder pulls \$12K higher than budgeted. Remaining variance relates to overall savings in expenses.
Transfer to capital reserves	1,370,310	1,165,770	-204,540	(17.55%)	Transferred fund for Road Project 22-440 to capital reserve as project is carried into 2023 Capital Budget as well as an increase in aggregate levy received over budget
Transfer to capital program	117,558	186,771	69,213	37.06%	Actual was for Overburden removal at Gravel Pit for 2023 paving project; Budget was for Project 22-440.
TOTAL EXPENDITURES	6,918,733	6,711,218	-207,514	(3.09%)	
NET COST / (REVENUE):	5,108,279	5,026,733	-81,546	(1.62%)	
NET COST - OPERATING FUND	3,625,478	3,704,192	78,716	2.13%	
NET COST - RESERVE FUND	1,365,243	1,135,770	-229,474	(20.20%)	
NET COST - CAPITAL FUND	117,558	186,771	69,213	37.06%	

COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Public Works
For the Twelve Months Ending December
December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
Aggregate levy	\$112,328	\$100,000	(\$12,328)	(12.33%)	
User fees and sale of goods	287,435	344,702	57,267	16.61%	Sale of gravel down offset by increase in Dust Control sold from budget.
Allocation for in-house equip Rental	715,620	544,204	-171,416	(31.50%)	More hours spent on capital projects than budgeted.
Returns on investment	5,448	5,448	-	0.00%	
Other governments transfer for operating	631,226	631,226	-	0.00%	
Other revenue	29,100	-	-29,100	0.00%	Dirt sales from Neerlandia lagoon site
Drawn from operating reserves	5,067	30,000	24,933	83.11%	Less work for gravel exploration than budgeted
TOTAL REVENUE	1,786,224	1,655,580	-130,644	(7.89%)	
EXPENDITURES					
Salaries and benefits	1,988,704	2,001,748	13,044	0.65%	
Materials, goods, supplies	2,398,935	2,217,807	-181,128	(8.17%)	Fuel costs \$153K higher than budgetd, road salt & oil \$37K higher than budgeted, equip R&M \$59K higher than budgeted, aggregate \$60K lower than budget.
Utilities	76,865	77,589	725	0.93%	
Contracted and general services	928,815	1,014,638	85,823	8.46%	Cost for line painting and cracksealing \$58K lower than budgeted, shoulder pulls \$12K higher than budgeted. Remaining variance relates to overall savings in expenses.
Transfer to capital reserves	1,352,310	1,147,770	-204,540	(17.82%)	Transferred fund for Road Project 22-440 to capital reserve as project is carried into 2023 Capital Budget as well as an increase in aggregate levy received over budget
Transfer to capital program	117,558	186,771	69,213	37.06%	Actual was for Overburden removal at Gravel Pit for 2023 paving project; Budget was for Project 22-440.
TOTAL EXPENDITURES	6,863,187	6,646,323	-216,864	(3.26%)	
NET COST / (REVENUE):	5,076,963	4,990,743	-86,221	(1.73%)	
NET COST - OPERATING FUND	3,612,162	3,686,202	74,041	2.01%	
NET COST - RESERVE FUND	1,347,243	1,117,770	-229,474	(20.53%)	
NET COST - CAPITAL FUND	117,558	186,771	69,213	37.06%	

COUNTY OF BARRHEAD NO.11

YTD BUDGET REPORT

Airport Services

For the Twelve Months Ending

December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
Rental income	\$10,915	\$10,915	-	0.00%	
Other governments transfer for operating	13,315	17,990	4,675	25.99%	
TOTAL REVENUE	24,230	28,905	4,675	16.17%	
EXPENDITURES					
Salaries and benefits	1,800	2,851	1,051	36.86%	
Materials, goods, supplies	5,537	4,714	-823	(17.46%)	
Utilities	4,346	4,000	-346	(8.65%)	
Contracted and general services	25,862	35,330	9,468	26.80%	
Transfer to capital reserves	18,000	18,000	-	0.00%	
TOTAL EXPENDITURES	55,545	64,895	9,350	14.41%	
NET COST / (REVENUE):	31,315	35,990	4,675	12.99%	
NET COST - OPERATING FUND	13,315	17,990	4,675	25.99%	
NET COST - RESERVE FUND	18,000	18,000	-	0.00%	

COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
UTILITIES AND WASTE
For the Twelve Months Ending

	December 2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
Local improvement levy	\$21,885	\$21,885	-	0.00%	
User fees and sale of goods	360,071	355,555	-4,516	(1.27%)	
Rental income	35,624	47,112	11,488	24.38%	
Returns on investment	22,872	2,685	-20,187	(751.84%)	Interest income earned on W&S Reserve higher than budgeted Debenture not incurred as Sani PreTreatment project at Town of Barrhead lagoon did not occur. Project carried forward to 2023 budget.
Other revenue	-	1,500,000	1,500,000	100.00%	
Contribution from capital program	14,850	15,000	150	1.00%	
TOTAL REVENUE	455,302	1,942,237	1,486,935	76.56%	
EXPENDITURES					
Salaries and benefits	124,165	122,127	-2,037	(1.67%)	
Materials, goods, supplies	35,286	45,726	10,440	22.83%	
Utilities	22,972	23,900	928	3.88%	
Contracted and general services	145,337	243,412	98,075	40.29%	W&S tie-ins & potential capacity expansio engineering at Kiel did not occur
Purchases from other governments	132,703	121,845	-10,858	(8.91%)	
Transfer to other governments	70,057	1,577,110	1,507,053	95.56%	Sani PreTreatment project at Town of Barrhead lagoon did not occur. Project carried forward to 2023 budget.
Provision for allowances	30,425	30,425	-	0.00%	
Transfer to capital reserves	228,742	210,472	-18,270	(8.68%)	
TOTAL EXPENDITURES	789,687	2,375,017	1,585,331	66.75%	
NET COST / (REVENUE):	334,385	432,780	98,395	22.74%	
NET COST - OPERATING FUND	120,493	237,308	116,815	49.23%	
NET COST - RESERVE FUND	228,742	210,472	-18,270	(8.68%)	
NET COST - CAPITAL FUND	-14,850	-15,000	-150	1.00%	

COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Water & Sewer Utility Holders
For the Twelve Months Ending

	December 2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
Local improvement levy	\$21,885	\$21,885	-	0.00%	
User fees and sale of goods	296,148	290,855	-5,293	(1.82%)	
Rental income	35,624	47,112	11,488	24.38%	
Returns on investment	22,872	2,685	-20,187	(751.84%)	Interest income earned on W&S Reserve higher than budgeted
Other revenue	-	1,500,000	1,500,000	100.00%	Debtenture not incurred as Sani PreTreatment project at Town of Barrhead lagoon did not occur. Project carried forward to 2023 budget.
TOTAL REVENUE	376,529	1,862,537	1,486,008	79.78%	
EXPENDITURES					
Salaries and benefits	76,003	76,506	503	0.66%	
Materials, goods, supplies	17,910	24,050	6,140	25.53%	
Utilities	20,242	19,874	-367	(1.85%)	
Contracted and general services	41,989	110,415	68,426	61.97%	W&S tie-ins & potential capacity expansio engineering at Kiel did not occur
Purchases from other governments	122,319	112,920	-9,399	(8.32%)	
Transfer to other governments	-	1,500,000	1,500,000	100.00%	Sani PreTreatment project at Town of Barrhead lagoon did not occur. Project carried forward to 2023 budget.
Transfer to capital reserves	109,072	88,885	-20,187	(22.71%)	Interest income earned on W&S Reserve higher than budgeted
TOTAL EXPENDITURES	387,535	1,932,650	1,545,116	79.95%	
NET COST / (REVENUE):	11,006	70,113	59,109	84.31%	
NET COST - OPERATING FUND	-98,066	-18,772	79,296	(422.41%)	
NET COST - RESERVE FUND	109,072	88,885	-20,187	(22.71%)	

COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Truck Fill

For the Twelve Months Ending
December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
User fees and sale of goods	\$24,175	\$19,525	(\$4,650)	(23.82%)	
TOTAL REVENUE	24,175	19,525	-4,650	(23.82%)	
EXPENDITURES					
Salaries and benefits	1,128	1,154	26	2.24%	
Materials, goods, supplies	2,536	1,000	-1,536	(153.59%)	
Utilities	1,333	1,500	167	11.14%	
Contracted and general services	745	1,800	1,055	58.61%	
Purchases from other governments	7,385	5,925	-1,460	(24.64%)	
TOTAL EXPENDITURES	13,127	11,379	-1,748	(15.36%)	
NET COST / (REVENUE):	-11,048	-8,146	2,903	(35.63%)	
NET COST - OPERATING FUND	-11,048	-8,146	2,903	(35.63%)	

COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Lagoons

For the Twelve Months Ending
 December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
User fees and sale of goods	\$39,747	\$45,175	\$5,428	12.02%	
Contribution from capital program	14,850	15,000	150	1.00%	
TOTAL REVENUE	54,597	60,175	5,578	9.27%	
EXPENDITURES					
Salaries and benefits	4,631	3,722	-909	(24.42%)	
Materials, goods, supplies	183	600	418	69.58%	
Utilities	1,397	2,526	1,128	44.68%	
Contracted and general services	15,716	18,740	3,024	16.13%	
Purchases from other governments	3,000	3,000	-	0.00%	
Transfer to capital reserves	29,669	31,587	1,917	6.07%	
TOTAL EXPENDITURES	54,596	60,175	5,578	9.27%	
NET COST / (REVENUE):	-	0	0	100.00%	
NET COST - OPERATING FUND	-14,820	-16,587	-1,767	10.66%	
NET COST - RESERVE FUND	29,669	31,587	1,917	6.07%	
NET COST - CAPITAL FUND	-14,850	-15,000	-150	1.00%	

COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 General Utility Services
 For the Twelve Months Ending
 December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
EXPENDITURES					
Salaries and benefits	\$21,744	\$20,795	(\$949)	(4.56%)	
Materials, goods, supplies	1,911	4,076	2,165	53.12%	
Contracted and general services	2,291	16,616	14,325	86.21%	
Transfer to capital reserves	50,000	50,000	-	0.00%	
TOTAL EXPENDITURES	75,946	91,487	15,542	16.99%	
NET COST / (REVENUE):	75,946	91,487	15,542	16.99%	
NET COST - OPERATING FUND	25,946	41,487	15,542	37.46%	
NET COST - RESERVE FUND	50,000	50,000	-	0.00%	

2023-02-14
 6:25 PM

COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Waste Management
 For the Twelve Months Ending
 December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
EXPENDITURES					
Salaries and benefits	\$20,658	\$19,950	(\$708)	(3.55%)	
Materials, goods, supplies	12,747	16,000	3,253	20.33%	
Contracted and general services	84,596	95,841	11,245	11.73%	
Transfer to other governments	70,057	77,110	7,053	9.15%	
Provision for allowances	30,425	30,425	-	0.00%	
Transfer to capital reserves	40,000	40,000	-	0.00%	
TOTAL EXPENDITURES	258,483	279,326	20,843	7.46%	
NET COST / (REVENUE):	258,483	279,326	20,843	7.46%	
NET COST - OPERATING FUND	218,483	239,326	20,843	8.71%	
NET COST - RESERVE FUND	40,000	40,000	-	0.00%	

COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 COMMUNITY SUPPORT
 For the Twelve Months Ending
 December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
EXPENDITURES					
Transfer to other governments	\$68,500	\$68,500	-	0.00%	
TOTAL EXPENDITURES	68,500	68,500	-	0.00%	
NET COST / (REVENUE):	68,500	68,500	-	0.00%	
NET COST - OPERATING FUND	68,500	68,500	-	0.00%	

2023-02-14
 6:25 PM

COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Family and Community Support
 For the Twelve Months Ending
 December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
EXPENDITURES					
Transfer to other governments	\$68,500	\$68,500	-	0.00%	
TOTAL EXPENDITURES	68,500	68,500	-	0.00%	
NET COST / (REVENUE):	68,500	68,500	-	0.00%	
NET COST - OPERATING FUND	68,500	68,500	-	0.00%	

2023-02-14
 6:25 PM

COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 PLANNING & DEVELOPMENT
 For the Twelve Months Ending
 December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
User fees and sale of goods	\$278,160	\$278,160	-	0.00%	
Rental income	14,787	14,515	-272	(1.87%)	
Licenses, permits and fees	15,700	13,250	-2,450	(18.49%)	
Returns on investment	10,590	-	-10,590	0.00%	
Other revenue	33,838	21,000	-12,838	(61.13%)	
Drawn from operating reserves	515,443	35,000	-480,443	(1372.69%)	Broadband - approved by Council Resolution 2022-205
Contribution from capital program	80,075	-	-80,075	0.00%	Broadband - approved by Council Resolution 2022-205
TOTAL REVENUE	948,593	361,925	-586,668	(162.10%)	
EXPENDITURES					
Salaries and benefits	198,087	196,902	-1,185	(0.60%)	
Materials, goods, supplies	281,806	257,291	-24,515	(9.53%)	Broadband costs allocated to sold lots.
Contracted and general services	119,199	132,805	13,606	10.24%	
Transfer to individuals and organizations	498,508	-	-498,508	0.00%	Broadband - approved by Council Resolution 2022-205
Transfer to operating reserves	10,000	10,000	-	0.00%	
Transfer to capital reserves	70,561	49,101	-21,460	(43.71%)	Money in Lieu of Reserves higher than budgeted & interest earned on MR higher than budgeted
TOTAL EXPENDITURES	1,178,161	646,099	-532,061	(82.35%)	
NET COST / (REVENUE):	229,568	284,174	54,607	19.22%	
NET COST - OPERATING FUND	744,525	260,073	-484,451	(186.28%)	
NET COST - RESERVE FUND	-434,882	24,101	458,983	1904.43%	
NET COST - CAPITAL FUND	-80,075	-	80,075	0.00%	

COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Land Use Planning & Dev
For the Twelve Months Ending
December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
Licenses, permits and fees	\$15,700	\$13,250	(\$2,450)	(18.49%)	
Returns on investment	10,590	-	-10,590	0.00%	
Other revenue	33,838	21,000	-12,838	(61.13%)	
Drawn from operating reserves	8,435	20,000	11,565	57.83%	
TOTAL REVENUE	68,563	54,250	-14,313	(26.38%)	
EXPENDITURES					
Salaries and benefits	120,162	118,147	-2,014	(1.70%)	
Materials, goods, supplies	34,866	32,732	-2,134	(6.52%)	
Contracted and general services	37,582	63,124	25,542	40.46%	Broadband Scoping & LUB projects not complete; carried forward to 2023.
Transfer to operating reserves	10,000	10,000	-	0.00%	
Transfer to capital reserves	40,651	20,000	-20,651	(103.25%)	Money in Lieu of Reserves higher than budgeted & interest earned on MR higher than budgeted
TOTAL EXPENDITURES	243,261	244,003	744	0.30%	
NET COST / (REVENUE):	174,698	189,753	15,057	7.94%	
NET COST - OPERATING FUND	132,482	179,753	47,273	26.30%	
NET COST - RESERVE FUND	42,216	10,000	-32,216	(322.16%)	

COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Economic Development
 For the Twelve Months Ending
 December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
Drawn from operating reserves	\$507,008	\$15,000	(\$492,008)	(3280.05%)	Broadband - approved by Council Resolution 2022-205
TOTAL REVENUE	507,008	15,000	-492,008	(3280.05%)	
EXPENDITURES					
Salaries and benefits	77,926	78,755	830	1.05%	
Materials, goods, supplies	341	1,000	659	65.92%	
Contracted and general services	38,487	43,486	4,999	11.49%	
Transfer to individuals and organizations	498,508	-	-498,508	0.00%	Broadband - approved by Council Resolution 2022-205
TOTAL EXPENDITURES	615,262	123,241	-492,020	(399.23%)	
NET COST / (REVENUE):	108,254	108,241	-13	(0.01%)	
NET COST - OPERATING FUND	615,262	123,241	-492,020	(399.23%)	
NET COST - RESERVE FUND	-507,008	-15,000	492,008	(3280.05%)	

COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Subdivision & Land Development
 For the Twelve Months Ending
 December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$10,000 and 10%
REVENUE					
User fees and sale of goods	\$278,160	\$278,160	-	0.00%	
Contribution from capital program	80,075	-	-80,075	0.00%	Broadband - Approved by Council Resolution 2022-205
TOTAL REVENUE	358,235	278,160	-80,075	(28.79%)	
EXPENDITURES					
Materials, goods, supplies	246,599	223,559	-23,040	(10.31%)	Broadband costs allocated to sold lots.
Contracted and general services	42,924	25,795	-17,129	(66.41%)	
Transfer to capital reserves	29,910	29,101	-809	(2.78%)	
TOTAL EXPENDITURES	319,433	278,455	-40,979	(14.72%)	
NET COST / (REVENUE):	-38,802	295	39,096	13298.02%	
NET COST - OPERATING FUND	11,363	-28,806	-40,170	139.45%	
NET COST - RESERVE FUND	29,910	29,101	-809	(2.78%)	
NET COST - CAPITAL FUND	-80,075	-	80,075	0.00%	

COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Land, Housing & Building Rentals
 For the Twelve Months Ending
 December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
Rental income	\$14,787	\$14,515	(\$272)	(1.87%)	
TOTAL REVENUE	14,787	14,515	-272	(1.87%)	
EXPENDITURES					
Contracted and general services	206	400	194	48.50%	
TOTAL EXPENDITURES	206	400	194	48.50%	
NET COST / (REVENUE):	-14,581	-14,115	466	(3.30%)	
NET COST - OPERATING FUND	-14,581	-14,115	466	(3.30%)	

2023-02-14
 6:25 PM

COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
AGRICULTURAL SERVICES
For the Twelve Months Ending
December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
User fees and sale of goods	\$198,653	\$37,800	(\$160,853)	(425.54%)	ALUS & Other grants received of \$156,071
Rental income	5,400	5,400	-	0.00%	
Other governments transfer for operating	244,379	317,557	73,178	23.04%	ALUS funds of \$70,000 budgeted here; should have been budgeted under User fees and sale of goods.
Other revenue	5,437	4,999	-438	(8.75%)	
Drawn from operating reserves	10,505	11,248	743	6.61%	
TOTAL REVENUE	464,374	377,004	-87,369	(23.17%)	
EXPENDITURES					
Salaries and benefits	310,009	334,719	24,710	7.38%	
Materials, goods, supplies	108,245	139,896	31,652	22.63%	Pesticides actual less than budgeted of \$26K; overall savings from actuals to budget
Utilities	5,187	6,201	1,014	16.36%	
Contracted and general services	147,569	118,162	-29,407	(24.89%)	Pest Control actual less than budgeted of \$11K; overall savings from actuals to budget
Transfer to other governments	3,598	4,000	402	10.06%	
Transfer to individuals and organizations	70,834	69,000	-1,834	(2.66%)	
Transfer to operating reserves	32,100	13,594	-18,506	(136.13%)	
Transfer to capital reserves	30,000	30,000	-	0.00%	
TOTAL EXPENDITURES	707,542	715,572	8,032	1.12%	
NET COST / (REVENUE):	243,168	338,568	95,401	28.18%	
NET COST - OPERATING FUND	191,573	306,222	114,651	37.44%	
NET COST - RESERVE FUND	51,595	32,346	-19,249	(59.51%)	

COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Ag Services
 For the Twelve Months Ending
 December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
User fees and sale of goods	\$26,648	\$26,600	(\$48)	(0.18%)	
Rental income	5,400	5,400	-	0.00%	
Other governments transfer for operating	126,879	130,057	3,178	2.44%	
Other revenue	5,437	4,999	-438	(8.75%)	
Drawn from operating reserves	2,135	1,248	-887	(71.04%)	
TOTAL REVENUE	166,499	168,304	1,806	1.07%	
EXPENDITURES					
Salaries and benefits	231,913	252,413	20,500	8.12%	
Materials, goods, supplies	75,075	121,438	46,363	38.18%	Pesticides actual less than budgeted of \$26K; overall savings from actuals to budget
Utilities	5,187	6,201	1,014	16.36%	
Contracted and general services	62,893	83,820	20,927	24.97%	Pest Control actual less than budgeted of \$11K; overall savings from actuals to budget
Transfer to other governments	3,598	4,000	402	10.06%	
Transfer to individuals and organizations	1,000	9,000	8,000	88.89%	
Transfer to capital reserves	30,000	30,000	-	0.00%	
TOTAL EXPENDITURES	409,666	506,872	97,207	19.18%	
NET COST / (REVENUE):	243,167	338,568	95,401	28.18%	
NET COST - OPERATING FUND	215,302	309,816	94,514	30.51%	
NET COST - RESERVE FUND	27,865	28,752	887	3.08%	

COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Highway 2 Conservation (H2C)
 For the Twelve Months Ending
 December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
User fees and sale of goods	\$172,005	\$11,200	(\$160,805)	(1435.76%)	ALUS & Other grants received of \$156,071 ALUS funds of \$70,000 budgeted here; should have been budgeted under User fees and sale of goods.
Other governments transfer for operating	117,500	187,500	70,000	37.33%	
Drawn from operating reserves	8,370	10,000	1,630	16.30%	
TOTAL REVENUE	297,875	208,700	-89,175	(42.73%)	
EXPENDITURES					
Salaries and benefits	78,096	82,306	4,210	5.11%	
Materials, goods, supplies	33,169	18,458	-14,711	(79.70%)	Overhead/recognition of InKind support from BWA relating to ALUS projects
Contracted and general services	84,675	34,341	-50,334	(146.57%)	
Transfer to individuals and organizations	69,834	60,000	-9,834	(16.39%)	
Transfer to operating reserves	32,100	13,594	-18,506	(136.13%)	
TOTAL EXPENDITURES	297,874	208,699	-89,175	(42.73%)	
NET COST / (REVENUE):	-	-1	0	100.00%	
NET COST - OPERATING FUND	-23,731	-3,595	20,136	(560.21%)	
NET COST - RESERVE FUND	23,730	3,594	-20,136	(560.21%)	

COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 RECREATION & CULTURE
 For the Twelve Months Ending
 December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
User fees and sale of goods	\$10,300	\$8,975	(\$1,325)	(14.76%)	
Returns on investment	3,458	3,458	-	0.00%	
Other governments transfer for operating	147,330	137,330	-10,000	(7.28%)	
Other revenue	3,300	-	-3,300	0.00%	
Drawn from operating reserves	11,050	15,000	3,950	26.33%	
Contribution from capital program	3,965	-	-3,965	0.00%	
TOTAL REVENUE	179,403	164,763	-14,640	(8.89%)	
EXPENDITURES					
Salaries and benefits	23,856	15,960	-7,896	(49.48%)	
Materials, goods, supplies	15,691	6,500	-9,191	(141.39%)	
Contracted and general services	19,380	21,183	1,803	8.51%	
Transfer to other governments	352,694	355,175	2,481	0.70%	
Transfer to individuals and organizations	28,925	31,450	2,525	8.03%	
Transfer to local boards and agencies	157,621	156,916	-705	(0.45%)	
Interest on long term debt	119,183	119,388	205	0.17%	
Principal payment for debenture	162,586	162,586	0	0.00%	
Transfer to operating reserves	13,619	9,654	-3,965	(41.07%)	
TOTAL EXPENDITURES	893,555	878,812	-14,741	(1.68%)	
NET COST / (REVENUE):	714,152	714,049	-102	(0.01%)	
NET COST - OPERATING FUND	715,548	719,395	3,848	0.53%	
NET COST - RESERVE FUND	2,569	-5,346	-7,915	148.05%	
NET COST - CAPITAL FUND	-3,965	-	3,965	0.00%	

COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Recreation

For the Twelve Months Ending
 December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
User fees and sale of goods	\$10,300	\$8,975	(\$1,325)	(14.76%)	
Returns on investment	3,458	3,458	-	0.00%	
Other revenue	3,300	-	-3,300	0.00%	
Drawn from operating reserves	9,550	10,000	450	4.50%	
Contribution from capital program	3,965	-	-3,965	0.00%	
TOTAL REVENUE	30,573	22,433	-8,140	(36.29%)	
EXPENDITURES					
Salaries and benefits	23,856	15,960	-7,896	(49.48%)	
Materials, goods, supplies	8,050	6,500	-1,550	(23.85%)	
Contracted and general services	15,399	21,183	5,784	27.31%	
Transfer to other governments	351,625	351,625	-	0.00%	
Transfer to individuals and organizations	22,475	21,500	-975	(4.54%)	
Interest on long term debt	119,183	119,388	205	0.17%	
Principal payment for debenture	162,586	162,586	0	0.00%	
Transfer to operating reserves	13,619	9,654	-3,965	(41.07%)	
TOTAL EXPENDITURES	716,793	708,396	-8,397	(1.19%)	
NET COST / (REVENUE):	686,220	685,963	-257	(0.04%)	
NET COST - OPERATING FUND	686,116	686,309	193	0.03%	
NET COST - RESERVE FUND	4,069	-346	-4,415	1276.27%	
NET COST - CAPITAL FUND	-3,965	-	3,965	0.00%	

COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Culture

For the Twelve Months Ending
December

	2022 YTD	2022 Budget	Budget Variance	% Variance	Explanation of Variances greater than \$20,000 and 10%
REVENUE					
Other governments transfer for operating	\$147,330	\$137,330	(\$10,000)	(7.28%)	
Drawn from operating reserves	1,500	5,000	3,500	70.00%	
TOTAL REVENUE	148,830	142,330	-6,500	(4.57%)	
EXPENDITURES					
Materials, goods, supplies	7,640	-	-7,640	0.00%	
Contracted and general services	3,981	-	-3,981	0.00%	
Transfer to other governments	1,069	3,550	2,481	69.90%	
Transfer to individuals and organizations	6,450	9,950	3,500	35.18%	
Transfer to local boards and agencies	157,621	156,916	-705	(0.45%)	
TOTAL EXPENDITURES	176,761	170,416	-6,345	(3.72%)	
NET COST / (REVENUE):	27,931	28,086	155	0.55%	
NET COST - OPERATING FUND	29,431	33,086	3,655	11.05%	
NET COST - RESERVE FUND	-1,500	-5,000	-3,500	70.00%	

2023-02-14
6:25 PM

38 of 38



COUNTY OF BARRHEAD NO. 11
 NET SURPLUS BY DEPARTMENT
 For the Twelve Months Ending December 31, 2022

I3

	December 2022 YTD	2022 Budget	Budget Variance	% Variance
General	(\$12,397,133.72)	(\$12,395,666.02)	\$1,467.70	(0.01%)
Legislative	347,991.89	365,650.26	17,658.37	4.83%
Elections and Plebiscites	90.69	115.00	24.31	21.14%
Administration	1,321,181.99	1,367,004.72	45,822.73	3.35%
Policing	252,156.75	251,334.25	(822.50)	(0.33%)
Fire Fighting	482,019.88	553,870.00	71,850.12	12.97%
Diaster Services	14,316.70	14,540.75	224.05	1.54%
Ambulance	6,288.00	6,288.00	-	0.00%
By-Law Enforcement	83,853.55	83,861.00	7.45	0.01%
Safety Program	46,718.54	47,601.11	882.57	1.85%
BARCC	1,451.60	2,372.00	920.40	38.80%
Public Works	5,076,964.01	4,990,743.40	(86,220.61)	(1.73%)
Airport	31,315.03	35,990.00	4,674.97	12.99%
Utilities	75,901.42	153,454.13	77,552.71	50.54%
Waste Management	258,483.38	279,326.00	20,842.62	7.46%
FCSS	68,500.00	68,500.00	-	0.00%
Land Use Planning, Zoning & Development	174,696.58	189,753.67	15,057.09	7.94%
Ag Services, excl H2C	243,166.77	338,568.17	95,401.40	28.18%
H2C	-	0.00	0.00	100.00%
Economic Development	108,253.61	108,241.04	(12.57)	(0.01%)
Subdivision & Land Development	(38,802.18)	294.00	39,096.18	13298.02%
Land, Housing & Building Rentals	(14,581.04)	(14,115.00)	466.04	(3.30%)
Recreation	686,220.57	685,963.63	(256.94)	(0.04%)
Culture	27,931.19	28,086.48	155.29	0.55%
Requisitons	2,836,284.56	2,838,223.41	1,938.85	0.07%
TOTAL	(306,730.23)	0.00	306,730.23	204486822

Note: A positive number
 in the Budget Variance
 Column is a SURPLUS, a negative
 number is a deficit (shortfall).

COUNTY OF BARRHEAD NO. 11
 2022 MUNICIPAL CAPITAL YTD RECAP AS OF December 31, 2022
 TANGIBLE ASSETS AND TRANSFERS TO CAPITAL RESERVES
 SUMMARY BY FUNCTION

		2021 Actual	2022 Budget	2022 Actual Finances Acquired	2022 Actual Finance Applied	Variance	Variance Explanation
ASSET VALUATIONS RECAP							
Assets Acquired							
5-01-00-00-5310	Debt Proceeds		400,000	-		(400,000)	Broadband project funded through Reserves; Council Resolution #2022-205.
5-01-00-00-5640	Sale of:					-	
5-01-00-00-5640	Land	50,000	13,725	13,973		-	
5-01-00-00-6620	Buildings	-	-	-		-	
5-01-00-00-6630	Equipment & Furnishings	1,001,100	780,500	210,500		(570,000)	Scrapers purchase/sale deferred to 2023.
5-01-00-00-6650	Vehicles	8,999	2,000	14,351		12,351	Quads not budgeted; proceeds on sale of PW vehicle higher than budgeted.
5-01-00-00-5570	Insurance Proceeds	23,337		66,721		66,721	Vehicle 32-102; accident Sept 2022, vehicle written off. Insurance policy covers full replacement cost for new vehicle. Also includes \$4K from insurance for replacement sprayer that was stolen in 2021.
5-01-00-00-5590	Contributions from Other Capital Revenue	22,000	-	7,799		7,799	Tax forfeiture properties & offsite levies collected.
5-01-00-00-5830	Federal Grants	198,057	1,202,245	1,195,584		(6,661)	Cost of SCADA lower than budgeted.
5-01-00-00-5840	Provincial Grants Capital-Bridges	1,232	460,050	133,163		(326,887)	1 bridge completed in 2022. Budgeted for 3.
5-01-00-00-5840	Provincial Grants Capital-MSI	726,503	363,654	378,362		14,708	Project 140 additional fencing
5-01-00-00-5840	Provincial Grants Capital-AMWWP	305,655	583,545	586,357		2,812	Interest earned on grant funds
5-01-00-00-5850	Local Governments Contributions	-	-	-		-	
5-01-00-00-5930	Contributions from Operating	512,622	186,771	117,558		(69,213)	Actual costs - Overburden costs for 2023 crushing. Budgeted costs - Project 22-440. (deferred to 2023).
5-01-00-00-5931	Contributions from Operating to Capital Reserves	1,670,692	1,707,343	1,951,613		244,270	Project 22-440 contributed \$198K; MR / Aggregate Levy actual higher than budgeted
5-01-00-00-5920	Contributions from Reserves to Operating	15,182	15,000	98,890		83,890	Kiel portion of Broadband project, Rec land reserve transferred to Community Grant Reserve.
5-01-00-00-5920	Contributions from Reserves for Capital	1,741,309	3,646,675	2,024,235		(1,622,440)	Scrapers deferred to 2023; dozer purchased in 2022 vs. 2023.
		\$ 6,276,688	\$ 9,361,508	6,799,106			
Assets Applied							
	Land					-	
	Public Works	38,503			6,975	(6,975)	Chalifoux Land Exchange
	Utilities - Neerlandia Lagoon	290,000			-	-	
	Tax Forfeiture				2,137	(2,137)	Tax Forfeiture properties
	Recreation		18,725		14,760	3,965	Costs to complete land transfer lower than budgeted.
	Buildings					-	
	Administration		19,000		-	19,000	Deferred carpet repairs
	Fire		20,500		16,065	4,435	Portion of training facilities expenditures carried into 2023.
	Public Works	28,337			-	-	
	Utilities				-	-	
	Landfill				-	-	
	Ag				-	-	
	Equipment & Furnishings					-	
	Administration		98,000		49,688	48,312	Deferred phone install, IT capital expenditures not required. Records management project carried forward to 2023.
	Fire				-	-	
	ERC				-	-	
	Public Works	2,253,290	3,912,144		1,879,484	2,032,660	Scrapers deferred to 2023; dozer approved to be purchased in 2022.
	Airport				-	-	
	Utilities	24,653	22,788		22,788	-	
	Landfill		9,000		7,067	1,933	
	Ag		31,058		38,831	(7,773)	Purchase of sprayer to replace stolen 2021 sprayer not budgeted for.
	Engineering Structures					-	
	Sidewalks					-	
	Road Construction	1,520,628	1,124,404		1,140,727	(16,323)	Project 340 overbudget; Project 440 & 740 deferred to 2023.
	Base Paving				-	-	
	SCADA	106,882	18,001		11,340	6,661	Costs lower than budgeted
	Kiel Industrial Park Water & Sewer				-	-	
	Neerlandia Lagoon	106,830	1,221,501		1,174,483	47,018	Lagoon in service August 2022; some additional costs remain
	Neerlandia Lagoon Contingency				-	-	
	Bridges	545,251	613,400		177,551	435,849	Budgeted for 3 bridges; STIP approved for 2. Completed 1 in 2022.
	Broadband		400,000		-	400,000	Broadband project operational project, not a capital asset
	Vehicles					-	
	Fire	289,112			-	-	Vehicle 32-102 written off in Sept 2022 and was replaced using insurance proceeds.
	Public Works		57,384		119,461	(62,077)	
	Utilities				-	-	
	Development				-	-	
	Ag	49,250			-	-	
	Land Improvements					-	

COUNTY OF BARRHEAD NO. 11
 2022 MUNICIPAL CAPITAL YTD RECAP AS OF December 31, 2022
 TANGIBLE ASSETS AND TRANSFERS TO CAPITAL RESERVES
 SUMMARY BY FUNCTION

	2021 Actual	2022 Budget	2022 Actual Finances Acquired	2022 Actual Finance Applied	Variance	Variance Explanation
Administration		35,000		52,516	(17,516)	Council approved additional building/parking lot improvements.
Public Works		5,760		5,760	5,760	Council Resolution #2022-199
Airport		12,500		11,776	724	Welcome Sign deferred to 2023.
Landfill		20,000		5,617	14,383	Compliance work at landfill carried into 2023 Capital Budget.
Total	<u>5,252,736</u>	<u>7,639,165</u>		<u>4,731,266</u>	<u>2,907,899</u>	
Transfer to Individuals				-	-	
6-01-00-00-6764 Transfer to Operating	65,182	15,000		98,890	(83,890)	Kiel portion of Broadband project, Rec land reserve transferred to Community Grant Reserve.
6-01-00-00-6763 Transfer to Capital Reserves	<u>1,679,693</u>	<u>1,692,343</u>		<u>1,968,948</u>	<u>(276,605)</u>	Funds for Project 22-440 transferred to reserve, higher than budgeted MR & Aggregate Levy
Total	<u>6,997,611</u>	<u>\$ 9,346,508</u>	<u>6,799,106</u>	<u>6,799,106</u>	<u>2,547,402</u>	

COUNTY OF BARRHEAD NO. 11
 2022 MUNICIPAL CAPITAL YTD RECAP AS OF December 31, 2022
 TANGIBLE ASSETS AND TRANSFERS TO CAPITAL RESERVES
 SUMMARY BY FUNCTION

	2021 Actual	2022 Budget	2022 Actual Finances Acquired	2022 Actual Finance Applied	Variance	Variance Explanation
11 Legislative	-	-	-	-		
12 Administration						
Other Revenue from Individuals						
Tax Forfeiture NW 31-59-5-5			(596)			
Tax Forfeiture NE 16-59-2-5			(1,541)			
Contributions from Capital Reserve						
Building Reserve		(54,000)	(52,515)			
Computer Equipment Reserve		(98,000)	(49,689)			
Contributions from Operations		-				
Contributions from Operations for Capital Reserves	(70,000)	(70,000)	(70,000)			
Land						
Tax Forfeiture NW 31-59-5-5				596		
Tax Forfeiture NE 16-59-2-5				1,541		
Land Improvements - Parking Lot		35,000		52,516		
Buildings & Renovations -						
New Carpet (2021 carryforward)		19,000				
Furnishings & Equipment						
IT Infrastructure per plan - NAS Storage Enclosure, Backup Battery & Drives		15,000				
Phone System (carryforward from 2021)		20,000				
Folding Machine (2022 Priority Project)		8,000		7,195		
EDRMS (2022 Priority Project)		55,000		42,493		
Transfer to Operating						
Transfer to Capital Reserve						
Computer & IT Reserve	20,000	20,000		20,000		
Office Building Reserve	50,000	50,000		50,000		
	-	-	(174,341)	174,341		
23 Fire Fighting						
Contributions from Equipment Reserve	(275,862)	-	-	-		
Contributions from ERC Bldg Reserve		(20,500)	(16,065)			
Contributions from Operations to Reserve	(97,000)	(97,000)	(97,000)			
Buildings & Renovation						
Flooring		13,000		13,118		
On-Site Training Facility		7,500		2,947		
Machinery & Equip.		-	-			
Vehicles	289,112	-	-			
Land Improvements		-	-			
Transfer to Reserve						
ERC Bldg Equipment Reserve	10,000	10,000	-	10,000		
Fire Equipment Reserve	87,000	87,000	-	87,000		
	-	-	(113,065)	113,065		
26 By-law						
Contributions from Operations		(85,000)	(85,000)			
Furnishings & Equipment						
Transfer to By-Law Equipment Reserve		85,000		85,000		
	-	-	(85,000)	85,000		

COUNTY OF BARRHEAD NO. 11
2022 MUNICIPAL CAPITAL YTD RECAP AS OF December 31, 2022
TANGIBLE ASSETS AND TRANSFERS TO CAPITAL RESERVES
SUMMARY BY FUNCTION

	2021 Actual	2022 Budget	2022 Actual Finances Acquired	2022 Actual Finance Applied	Variance	Variance Explanation
32 Public Works						
Other Revenue from Individuals/Organizations	(22,000)	-	-	-	-	
Donated Road Plan 222-1530			(2,677)			
Plan 2221706 Road (Chalifoux)			(248)			
Other Revenue - Insurance proceeds			(62,077)			
Sale of equipment	(1,001,100)	-	-	-	-	
Unit 218 - 2017 Cat 160M Grader		(210,500)	(210,500)			
Unit 312 - 2011 Cat 627G		(285,000)	-			
Unit 313 - 2015 Cat 627G		(285,000)	-			
Sale of Vehicles	(9,000)	-	-	-	-	
Unit 116 - 2006 Dodge Ram 2500		(2,000)	(6,120)			
Federal Grant - Federal Fuel Tax Grant						
Project 340 - Autoparts Road		(740,800)	(740,800)			
Provincial Grant - MSI Capital	(726,503)	(363,654)	(18,208)			
Excavator Purchase & Mulcher Head			(360,154)			
Provincial Grant Hamlet Street Asst			-			
Provincial Grant - MSP Funds	(416,850)		-			
Provincial Grant- Bridges	(290,822)		-			
Bridge BF 73046 RGE RD 42 (STIP approved)	(1,232)	(125,250)	(120,938)			
Bridge BF 78033 SW 17-62-03-W5 (STIP approved)		(232,500)	(12,225)			
Bridge BF 70370 SE 26-58-05-W5 (RGE RD 51) - denied (July 25, 2022)		(102,300)	-			
Contributions from Capital Reserves						
from Equip. Reserve	-	(2,105,442)	(648,282)			
from Grader Reserve	(1,252,190)	(717,932)	(717,932)			
from Local Construction Reserve	(104,051)	(350,183)	(312,600)			
from Building Land Reserve	(35,303)	(5,760)	-			
from Aggregate Levy Reserve			-			
Contributions from Operations for Capital Reserves	(507,622)	(186,771)	(117,558)			
Contributions from Operations for Capital Reserves	(1,206,457)	(1,147,770)	(1,352,311)			
Land Purchase	38,503					
Land Improvements - County Welcome Sign		5,760				
Engineered Structures						
Bridges	545,251					
Bridge BF 73046 RGE RD 42 (STIP approved)		167,000		161,251		
Bridge BF 78033 SW 17-62-03-W5 (STIP approved)		310,000		16,300		
Bridge BF 70370 RGE RD 51 - denied (July 25, 2022)		136,400		-		
Road Construction	1,520,628					
Project 2021-140 West of 14 & 23-57-2-W5 (Nakamun North) (MSI)				18,208		
Project 2021-740 TWP RD 614 Grosschmidt East - 1 mile				11,488		
Project 2022-740 - RGE RD 32 Mast North - 1 mile (2021 Carryforward Reserve Funded)		196,833				
Project 2022-340 W of 25 & 36 59-4-W5 (Autoparts Road - 2 miles) (FGTF)/Reserve		740,800		1,004,961		
Project 2022-440 NE & NW 16-59-4-W5 (D. Mackenzie West) - 1 mile		186,771		-		
Project 2023-Gravel pit overburden removal for crushing for paving				106,070		
Machinery & Equipment	2,253,290					
1 X 2021 Motor Graders - 2021 carryforward		404,995		404,995		
1 X 2022 Motor Graders (less \$210,550 buyback) Council resolution 2021-536		523,437		523,437		
2 X 2022 Motor Scraper, Council resolution 2022-032		2,604,000				
1 X 2022 UTV, Council resolution 2022-032		16,058		15,898		
1 X 2022 Excavator, Council resolution 2022-033 (MSI)		322,985		322,985		
1 X 2022 Mulcher Head, Council resolution 2022-033 (MSI)		40,669		37,169		
1 X 2022 Dozer, Council Resolution 2022-253				575,000		
Vehicles						
1 x 2022 Ford Super Duty F-250 XLT, Council resolution 2022-060		57,384		57,384		
1 x 2022 Ford F150 #32-211 replace #32-102 totalled				62,077		
Transfer to Operating						
Transfer to Capital Reserve						
Land						
Plan 2221706 Road (Chalifoux)				4,298		
Road Plan 222-1530				2,677		
Equipment Reserve	450,610	500,442		506,562		
Local Road & Bridge Reserve	180,213			192,212		
Grader Reserve	438,557	497,328		497,328		
PW Building Reserve	50,000	50,000		50,000		
Aggregate Paving Reserve	96,078	100,000		112,328		
	-	-	(4,682,630)	4,682,630		

COUNTY OF BARRHEAD NO. 11
 2022 MUNICIPAL CAPITAL YTD RECAP AS OF December 31, 2022
 TANGIBLE ASSETS AND TRANSFERS TO CAPITAL RESERVES
 SUMMARY BY FUNCTION

	2021 Actual	2022 Budget	2022 Actual Finances Acquired	2022 Actual Finance Applied	Variance	Variance Explanation
33 Airport						
Contributions from Individuals		-				
Contributions from Operations		-				
Contributions from Operations to Capital Reserve	(18,000)	(18,000)	(18,000)			
Local Governments		-				
Contributions from Reserve		(12,500)	(11,776)			
Land Improvement - Install Power For New Hangars		12,500		11,776		
Equipment		-				
Transfer to Airport Reserve	18,000	18,000		18,000		
Transfer to Other Local Governments		-				
	-	-	(29,776)	29,776		
41-42, 44 Utilities						
From Individuals & Organizations		-				
Other Revenue - Insurance proceeds	(23,337)	-				
Offsite Levy - Water & Sewer Reserve			(2,985)			
Sale of Vehicles		-				
Federal Grants	(198,057)	(461,445)	(454,784)			
Provincial Grants (AMWWP)	(305,655)	(583,545)	(586,357)			
Local Government Transfer BRWC		-				
Contributions from Operations for Capital	(5,000)	-				
Contributions from Operations for Capital Reserves	(158,488)	(170,472)	(188,741)			
Contributions from Reserve	(24,653)	(217,300)	(167,470)			
Contributions from Reserve for Operations		(15,000)	(14,850)			
Machinery & Equipment	24,653					
Manola Payment System		22,788		22,788		
Buildings						
Manola Truck Fill Building	28,337	-				
Transfer To Operations						
Thunder Lake Lagoon Sounding		15,000		14,850		
Land Improvements						
Engineering SCADA System						
Engineered Structures						
Neerlandia Lagoon Upgrade FGTF/AMWWP/Reserves	396,830	1,221,501		1,174,483		
SCADA (2021 carryforward)	106,882	18,001		11,340		
Transfer to Regional Water & Sewer Line Reserve	50,000	50,000		50,000		
Transfer to Future Development Reserve	21,885	21,885		21,885		
Transfer to Water & Sewer Acct Holder Infrastructure Reserve	55,833	47,000		67,187		
Transfer to Neerlandia Lagoon Reserve (consolidated)	20,000	20,000		20,000		
Transfer to Lac La Nonne Lagoon Reserve (consolidated)		23,661		12,153		
Transfer to Thunder Lake Lagoon Reserve (consolidated)	10,770	7,926		17,516		
Transfer To Offsite Levy Reserve				2,985		
	-	-	(1,415,187)	1,415,187		
43 Waste Management						
Sale of (Land)						
Sale of Building						
Sale of Equipment						
Provincial Grant						
Local Government-Provincial Grant (Town)						
Contributions from Local Governments						
Contributions from Insurance Proceeds						
Contributions from Reserves		(29,000)	(12,684)			
Contributions from Reserves to Operations	(15,182)					
Contributions from Operations						
Contributions from Operations to Capital Reserves	(40,000)	(40,000)	(40,000)			
Land						
Building & Renovations						
Machinery & Equipment						
Landfill - Camera/Security System (2021 carryforward)		9,000		7,067		
Vehicles						
Land Improvements						
Non Compliance Rehab (well-drilling, etc)		20,000		5,617		
Transfer to Operations		15,000				
Bins	15,182					
Transfer to Landfill Equipment Reserve		25,000		25,000		
Transfer to Landfill Reserve	25,000			15,000		
Transfer to Big Reserve	15,000					
Transfer To Capital reserve						
	-	-	(52,684)	52,684		

COUNTY OF BARRHEAD NO. 11
2022 MUNICIPAL CAPITAL YTD RECAP AS OF December 31, 2022
TANGIBLE ASSETS AND TRANSFERS TO CAPITAL RESERVES
SUMMARY BY FUNCTION

	2021 Actual	2022 Budget	2022 Actual Finances Acquired	2022 Actual Finance Applied	Variance	Variance Explanation
61 Land Use Planning & Development						
* Contributions from Operations to Capital Reserve	(40,747)	(20,000)	(40,651)			
Transfer to MR Reserve	40,747	20,000		40,651		
	-	-	(40,651)	40,651		
62 Agricultural Services						
Sale of Equipment-		-				
Honda Foreman #1 400 4x4 Quad + sprayer			(4,295)			
Honda Foreman #2 400 4x4 Quad + sprayer			(3,936)			
Other Revenue - Insurance proceeds			(4,644)			
Contributions from Building Reserve		-				
Contributions from Equipment Reserve	(49,250)	(31,058)	(34,187)			
Contributions from Operations		-				
Contributions from Operations to Capital Reserves	(40,000)	(30,000)	(30,000)			
Building & Renovations						
Furnishings & Equipment		-				
Machinery & Equipment		-				
UTV, Council resolution 2022-031		16,058		15,898		
Sprayer for UTV		3,000		1,555		
Grain bag roller		12,000		12,734		
Replacement Sprayer Stolen 2021				8,644		
Vehicles	49,250			-		
Transfer to Building Reserve	10,000	10,000		10,000		
Transfer to Equipment Reserve	30,000	20,000		28,231		
	-	-	(77,062)	77,062		
63 Economic Development						
Debenture proceeds (or Grant? Or Reserves?)	-	(400,000)	-	-		
Engineered Structures				-		
Broadband		400,000		-		
	-	-	-	-		
66 Subdivision & Land Development						
Contributions from Capital Reserve to Operations		-	(80,075)			
Contributions from Operations for Capital Reserve		(29,101)	(29,910)			
Contributions from Capital Reserve		-				
Transfer to Land Held for Resale						
Land		-				
Engineered Structures - Entrance Sign		-				
Lot Grading						
Transfer to Land Held for Resale						
Transfer to Operations						
Transfer to Future Development Reserve						
Transfer to Capital Reserve - Net Sales		29,101		29,910		
Transfer to Operations - Broadband Kiel				80,075		
	-	-	(109,985)	109,985		
72-74 Recreation & Parks & Culture						
Contributions from Capital Reserve to Operations		-	(3,965)			
Sale of Land		(13,725)	(13,725)			
Manola Rec Land Exchange						
Vacant rec parcel	(50,000)		-			
Contribution from Capital Reserve		(5,000)	(1,035)			
Land		18,725		14,760		
Transfers to Operating Reserve	50,000	-		3,965		
	-	-	(18,725)	18,725		
	-		(6,799,106)	6,799,106		



Reconciliation of Budget Data to Financial Statements:

	2022 BUDGET	2022 ACTUAL *	2021 Actual
Revenue			
Operating Budget	17,481,440	16,760,518	15,962,824
Capital Budget	9,361,508	6,997,611	6,997,611
Less:			
Less: Requisitions	(2,836,253)	(2,836,126)	(2,653,019)
Less: Allocation for In-House Equip Rental	(544,204)	(715,620)	(856,265)
Less: Debenture proceeds	(1,900,000)		
Transfers from other funds:			
Operating	(537,122)	(895,921)	(536,104)
Capital	(5,555,788)	(4,192,296)	(3,939,805)
Proceeds on sale of tangible capital assets	(973,763)	(256,398)	(1,186,260)
Total Revenue, including gain + contributed assets	14,495,818	14,861,768	13,788,982
Expenses			
Operating budget	17,481,440	16,453,788	14,862,240
Capital budget	9,361,508	6,997,611	6,997,611
Add			
Amortization Expense	3,104,576	3,225,775	3,104,576
Less			
Less: Requisitions	(2,836,253)	(2,836,126)	(2,563,019)
Less: Allocation for InHouse Equip Rental	(544,204)	(715,620)	(856,265)
Transfers from other funds:			
Operating	(2,209,536)	(2,696,281)	(2,523,824)
Capital	(9,361,507)	(6,799,106)	(6,997,611)
Transfer recoverable from other organizations			(115,250)
Debt principal payments	(162,586)	(162,586)	(158,001)
Adjustment for capital lease (prior period)			(89,993)
Total Expenses	14,833,438	13,467,454	11,660,464
Excess of Revenues over Expenses	(337,620)	1,394,314	2,128,518

* Subject to Audit Adjustments

County of Barrhead No. 11
Statement of Operations
For the Year Ended December 31, 2022

16

	Budget (Unaudited) (Note 24)	2022	2021
REVENUE			
Net municipal taxes <i>(Schedule III)</i>	\$ 9,070,366	\$ 9,123,852	\$ 8,909,495
User fees and sales of goods	1,172,344	1,305,341	903,396
Penalties and costs on taxes	300,000	167,712	325,645
Licenses and permits	17,329	17,371	23,731
Investment income	208,590	455,914	151,593
Government transfers for operating <i>(Schedule IV)</i>	1,250,608	1,113,484	1,543,404
Development levies	-	2,985	-
Other revenues	44,624	129,179	60,174
Total Revenue	\$ 12,063,861	\$ 12,315,838	\$ 11,917,438
EXPENSES			
Legislative	\$ 377,247	\$ 356,603	\$ 294,056
Administration	1,436,465	1,029,053	928,248
Protective Services	1,048,380	999,255	935,476
Transportation	7,652,724	7,640,671	7,209,107
Water and wastewater	1,992,902	442,091	405,951
Waste management	259,438	239,582	289,904
Family and community support (FCSS)	68,500	68,500	61,000
Planning and development	588,925	1,099,526	364,006
Agriculture	699,223	673,259	492,876
Recreation & culture	709,633	720,411	679,841
Total Expenses	\$ 14,833,437	\$ 13,268,951	\$ 11,660,465
SHORTFALL OF REVENUE OVER EXPENSES - BEFORE OTHER	\$ (2,769,576)	\$ (953,113)	\$ 256,973
OTHER			
Contributed assets	-	4,814	22,000
Insurance proceeds	-	66,721	23,337
Government transfers for capital <i>(Schedule IV)</i>	2,609,494	2,293,466	1,939,119
(Loss) / gain on disposal of tangible capital assets	(177,538)	(17,574)	(112,911)
EXCESS OF REVENUE OVER EXPENSES	\$ (337,620)	\$ 1,394,314	\$ 2,128,518
ACCUMULATED SURPLUS, BEGINNING OF YEAR	63,089,009	65,217,527	63,089,009
ACCUMULATED SURPLUS, END OF YEAR	\$ 62,751,389	\$ 66,611,841	\$ 65,217,527

The accompanying notes are an integral part of the financial statements.

County of Barrhead No. 11
Statement of Financial Position
As at December 31, 2022

17

	2022	2021
FINANCIAL ASSETS		
Cash and temporary investments <i>(Note 2)</i>	\$ 20,265,455	\$ 19,497,416
Taxes and grants in place of taxes receivable <i>(Note 3)</i>	743,751	1,068,721
Trade and other receivables <i>(Note 4)</i>	1,077,050	1,406,313
Agreements receivable <i>(Note 5)</i>	358,788	425,407
Land for resale <i>(Note 6)</i>	610,322	776,846
Investments <i>(Note 7)</i>	3,578,354	2,039,575
Other financial assets	1,830	1,988
	\$ 26,635,550	\$ 25,216,266
LIABILITIES		
Accounts payable and accrued liabilities <i>(Note 8)</i>	\$ 1,963,403	\$ 1,288,905
Deposit liabilities	1,590,663	85,637
Employee benefit obligations <i>(Note 9)</i>	164,958	132,535
Deferred revenues <i>(Note 10)</i>	6,746,753	6,003,436
Long term debt <i>(Note 11)</i>	4,021,764	4,184,350
Landfill closure and post-closure liability <i>(Note 12)</i>	365,100	334,675
	\$ 14,852,641	\$ 12,029,538
NET FINANCIAL ASSETS	\$ 11,782,909	\$ 13,186,728
NON-FINANCIAL ASSETS		
Tangible capital assets <i>(Schedule II)</i>	\$ 51,489,263	\$ 50,240,168
Inventory for consumption <i>(Note 13)</i>	3,186,640	1,627,325
Prepaid expenses	153,029	163,306
	\$ 54,828,932	\$ 52,030,799
ACCUMULATED SURPLUS <i>(Schedule I, Note 14)</i>	\$ 66,611,841	\$ 65,217,527

Commitments *(Note 20)*

Contingencies *(Note 21)*

Approved on behalf of Council:

_____ Reeve

_____ Deputy Reeve

The accompanying notes are an integral part of the financial statements.

County of Barrhead No. 11
Schedule of Segmented Disclosure
For the Year Ended December 31, 2022
Schedule VI

	General Government	Administration & Legislative	Protective Services	Transportation Services	Utilities & Waste Management	Planning & Development	Agricultural Services	Recreation & Culture	Community Support Services	Total
REVENUE										
Net municipal taxes	\$ 8,989,639	\$ -	\$ -	\$ 112,328	\$ 21,885	\$ -	\$ -	\$ -	\$ -	\$ 9,123,852
Government transfers for operating	4,830	34,333	38,071	644,541	-	-	244,379	147,330	-	1,113,484
User fees and sales of goods	-	12,044	93,623	298,350	395,695	311,632	204,053	10,300	-	1,325,697
Penalties and costs on taxes	167,712	-	-	-	-	-	-	-	-	167,712
Investment income	413,546	-	-	5,448	22,872	10,590	-	3,458	-	455,914
Other revenues	2,068	46,309	9,127	29,100	-	33,838	5,437	3,300	-	129,179
	9,577,795	92,686	140,821	1,089,767	440,452	356,060	453,869	164,388	-	12,315,838
EXPENSES										
Salaries & wages	-	1,180,836	48,162	1,990,503	124,165	198,087	310,009	23,856	-	3,875,618
Goods & supplies	-	65,918	3,908	1,770,062	58,258	281,806	113,431	15,691	-	2,309,074
Contract & general services	-	447,227	13,016	954,676	145,337	119,199	147,569	19,380	-	1,846,404
Transfers to other governments	-	-	822,904	-	202,760	-	3,598	352,694	68,500	1,450,456
(Recovery) provision for allowances	(364,531)	-	-	-	30,425	-	-	-	-	(334,106)
Transfers to local boards, agencies, and individuals	-	-	7,287	-	-	498,508	70,834	186,547	-	763,176
Long-term debt interest	-	-	-	-	-	-	-	119,183	-	119,183
Bank charges & shortterm interest	-	1,255	-	-	-	-	-	-	-	1,255
Other expenses	12,116	-	-	-	-	-	-	-	-	12,116
Segment Expenses before										
Amortization and Other	(352,415)	1,695,236	895,277	4,715,241	560,945	1,097,600	645,441	717,351	68,500	10,043,176
Amortization expense	-	42,835	103,979	2,925,427	120,728	1,926	27,819	3,061	-	3,225,775
(Shortfall) Excess of Revenue										
Over Expenses - Before Other	9,930,210	(1,645,385)	(858,435)	(6,550,901)	(241,221)	(743,466)	(219,391)	(556,024)	(68,500)	(953,113)
Contributed assets	2,137	-	-	2,677	-	-	-	-	-	4,814
Insurance proceeds	-	-	-	-	62,077	-	4,644	-	-	66,721
Government transfers for capital	-	-	-	1,252,326	1,041,140	-	-	-	-	2,293,466
Gain (loss) on disposal of capital assets	-	-	-	(18,894)	-	57	1,263	-	-	(17,574)
Excess (Shortfall) of Revenue										
over Expenses	\$ 9,932,347	\$ (1,645,385)	\$ (858,435)	\$ (5,314,792)	\$ 861,996	\$ (743,409)	\$ (213,484)	\$ (556,024)	\$ (68,500)	\$ 1,394,314

The accompanying notes are an integral part of the financial statements.



TO: COUNCIL

RE: 2022 RESERVE TRANSACTIONS REQUIRING APPROVAL

ISSUE:

Certain reserve transactions in 2022 require formal Council approval.

BACKGROUND:

- April 6, 2021 – Council approved Reserve Policy FN-002.
 - A Reserve Report will be presented to Council at least twice a year; during the budget cycle and as part of the year end financial reports.
 - Funding to and from the Reserve will be approved by Council via:
 - Municipal policies or bylaws,
 - Annual budget process,
 - Year-end request and approval process, and
 - Council resolution.

ANALYSIS:

- Attached Reserve Report shows budgeted reserves and variances between projected and actual reserve balances.
- Certain reserve names, purpose of reserve, and use of funds have been updated to reflect nature of the reserve; any changes are reflected in red.
- As the County formalizes the Reserve process, certain items on the Reserve Report remain outstanding and are highlighted in yellow (no change from previous report).
- Most reserve transactions have already been approved by Council through the budget or during the course of the year.
- The following reserve transactions were not previously approved by Council:
 - Land Right of Way Reserve – land exchange agreement (Chalifoux) not budgeted for; decrease to reserve of \$4,050
 - Tax Stabilization Reserve – recovery of allowance for doubtful accounts put to reserve; increase to reserve of \$364,531
 - Ag Vehicle & Equipment – sale of quads was not budgeted; increase to reserve of \$8,231
 - Ag Vehicle & Equipment – replacement of sprayer that was stolen in 2021 was not budgeted for; decrease to reserve of \$4,000
 - Recreation – Land Reserve / Community Grants Policy Reserve – Richardson land exchange was completed in 2022 and the remaining funds in Recreation – Land Reserve were transferred to Community Grants Policy Reserve.

- Recreation – Land Reserve has been closed, as previously approved.
- Funds for carryforward projects that are to be completed in 2023 have been included in reserves, and require Council approval, are:
 - Capital Project 22-440 (renamed to 23-440) - \$186,771 put to PW Local Roads & Bridge Construction Reserve. This project was approved in the 2022 Capital Budget and carried forward into the 2023 Capital Budget. Transferring these funds to reserves to fund these projects in 2023 ensures the County does not collect taxes for these projects twice.
- Subject to audit adjustments, the year end operating surplus is \$306,730 and has been put to Unrestricted Surplus.

STRATEGIC ALIGNMENT:

PILLAR 4: GOVERNANCE & LEADERSHIP

GOAL 2 County demonstrates open & accountable government.

ADMINISTRATION RECOMMENDS THAT:

Council approves the 2022 reserve transactions as presented in 2022 Reserve Report.

New/ Consol/ Close	Name	Classification	Sub-Class	Purpose of Reserve	Source of Funds	Current Yrly Contr. unless as noted	Optimal Balance / MIN / MAX	Use of Funds	Interest Ent?	Balance Dec 31, 2021	Additions	Deletions	Reallocation	Balance December 31, 2022	2022 Budgeted Balance	Variance from Budget	Notes
	Admin - Computer & Equipment Reserve	Restricted - Capital Reserve	General equipment replacement	Provide funds for scheduled replacement of existing equipment tangible capital assets or new equipment tangible capital assets. Contributions and usage supported by 10 yr Capital Plan.	Tax Rate	20,000		Capital expenditures for equipment at Admin office.	no	130,703.48	20,000.00	(49,689.01)		101,014.47	52,703.48	48,310.99	telephone, IT did not occur, savings in Folding Machine
	Office	Restricted - Capital Reserve	Building replacement & renovations	Provide funds for scheduled replacement/refurbishment of Admin Building. Contributions and usage supported by 10 yr Capital Plan.	Tax Rate	50,000		Capital expenditures for renovations or major R&M of existing Admin building or construction/purchase of new Admin building.	no	606,877.73	50,000.00	(52,515.14)		604,362.59	602,877.73	1,484.86	carpet did not occur, additional building/parking lot improvements approved by Council resolution 2022-199.
	ERC Equipment Reserve	Restricted - Capital Reserve	General equipment replacement	Provide funds for scheduled replacement of existing equipment or new equipment tangible capital assets required for Emergency Response Centre. Contributions and usage supported by 10 yr Capital Plan.	Tax Rate	-		County's contribution to capital expenditures for equipment at Emergency Response Centre (ERC).	no	51,378.59		-		51,378.59	51,378.59	-	Training facility; should have been budgeted for under ERC
	Fire Equipment Reserve	Restricted - Capital Reserve	General equipment replacement	Provide funds for scheduled replacement of existing or new Fire Trucks, Water Trucks, Chief Trucks, Rescue Van, and other tangible capital assets required to operate Regional Fire Department. Contributions and usage supported by 10 yr Capital Plan.	Tax Rate	87,000		County's contribution to capital expenditures for Fire Vehicles & Equipment.	no	392,363.88	87,000.00			479,363.88	479,363.88	-	
	Emergency Response Bldg.	Restricted - Capital Reserve	Building replacement & renovations	Provide funds for scheduled replacement/refurbishment of ERC Building or additional buildings required for ERC/Fire Department. Contributions and usage supported by 10 yr Capital Plan.	Tax Rate	10,000		County's contribution to capital expenditures for building replacement/refurbishment/expansion at Emergency Response Centre (ERC) or major R&M, including expansion of training facilities.	no	113,497.16	10,000.00	(16,064.76)		107,432.40	102,997.16	4,435.24	Training facility not complete and carried forward into 2023 Capital Budget
	Safety Reserve	Restricted - Operating Reserve	Tax Rate Stabilization	To provide for funds to promote safety awareness and to reward team and individual contribution to a safe workplace.	Annual PIR Refund	Est. \$3,500		To fund the following safety initiatives identified in Policy AD-003 Safety Incentives, including the Annual Safety Event, and Safety Incentives.	no	2,532.13	9,126.68	(776.40)		10,882.41	8,126.93	2,755.48	PIR rebate higher; Safety Incentive programs
NEW	Bylaw Equipment	Restricted - Capital Reserve	General equipment replacement	Provide for funds for scheduled replacement of existing and new Bylaw Equipment, including but not limited to vehicles, wheel weighers, and other equipment to perform Bylaw duties.	Tax Rate	10,000		Capital expenditures for Bylaw department.	no		85,000.00			85,000.00	85,000.00	-	
	P.W. Graders	Restricted - Capital Reserve	General equipment replacement	Provide funds for scheduled replacement of Graders. Contributions and usage supported by 10 yr Capital Plan.	Tax Rate, sale of surplus assets	\$507K increases 2% per annum		Capital expenditure of Graders.	no	432,113.00	497,328.00	(717,932.00)		211,509.00	211,509.00	-	

New/ Consol/ Close	Name	Classification	Sub-Class	Purpose of Reserve	Source of Funds	Current Yrly Contr. unless as noted	Optimal Balance / MIN / MAX	Use of Funds	Interest Ent?	Balance Dec 31, 2021	Additions	Deletions	Reallocation	Balance December 31, 2022	2022 Budgeted Balance	Variance from Budget	Notes
	P.W. Equipment	Restricted - Capital Reserve	General equipment replacement	Provide funds for existing or new equipment tangible capital assets for Public Works department. Contributions and usage supported by 10 yr Capital Plan.	Tax Rate, sale of surplus assets	\$510K, increases 2% per annum		Capital expenditures for Public Works equipment, including but not limited to trucks, scrapers, dozers, backhoes, tractors, excavators, mowing equipment, and miscellaneous equipment that are tangible capital assets.	no	1,938,032.18	500,442.00	(642,162.50)		1,796,311.68	333,032.18	1,463,279.50	Scrapers deferred to 2023, dozer purchased in 2022
	Aggregate Reserve	Restricted - Capital Reserve	Roads	Provide funds for rehabilitating roads. Contributions and usage supported by 10 yr Capital Plan.	Gravel Operators (Bylaw)	Est. \$100,000		For paving, overlays, chip seals, gravel crushing. Per MGA (409.1(2)) - used toward payment of infrastructure and other costs in municipality.	no	885,963.83	112,328.25			998,292.08	985,963.83	12,328.25	Aggregate levy higher than budgeted
	P. W.- Local Roads & Bridge Construction	Restricted - Capital Reserve	Roads	Provide funds for scheduled replacement/re-construction of existing roads and bridges. Contributions and usage supported by 10 yr Capital Plan.	Tax Rate (may also draw from Aggregate Reserve)			Bridges that are STIP funded, 25% of costs of bridges, and local roads as per Capital Plan.	no	1,966,116.40	192,212.24	(308,549.13)		1,849,779.51	1,615,933.40	233,846.11	2 bridges were not constructed; overage in Project 340, plus reserve transfer for project 22-440 (23-440) not completed. Projects carried forward to 2023 Capital Budget.
	Public Works Shop	Restricted - Capital Reserve	Building replacement & renovations	Provide funds for scheduled replacement/refurbishment of PW Shop and other Buildings. Contributions and usage supported by 10 yr Capital Plan.	Tax Rate	50,000		Capital expenditures for renovation of existing PW buildings or major R&M or construction/purchase of new PW buildings.	no	486,955.18	50,000.00			536,955.18	536,955.18	-	
	Land Right of Way Reserve	Restricted - Capital Reserve	Land & Land Improvements	Provide funds for acquisition of Land ROW or for land under roads. Contributions and usage supported by 10 yr Capital Plan.	Tax Rate	-		Capital expenditures for Land Right-of-Way or for purchase of land under roads where a road re-alignment is required.	no	6,657.25		(4,050.00)		2,607.25	897.25	1,710.00	County sign not completed; Cost of Land Exchange - Chalifoux - requires Council approval
	Airport	Restricted - Capital Reserve	Land & Land Improvements	Provide funds for replacement of Airport infrastructure or to add capacity at Airport, such as new hangar streets. Contributions and usage supported by 10 yr Capital Plan.	Tax Rate	18,000		Capital expenditures on land improvements at the Airport.	no	120,949.48	18,000.00	(11,775.84)		127,173.64	126,449.48	724.16	Project underbudget
	Transfer Station Bins	Restricted - Capital Reserve	General equipment replacement	Provide funds to replace existing Transfer Station Bins. Contributions and usage supported by 10 yr Capital Plan.	Tax Rate	-		Capital or operating expenditures for replacement of Transfer Station Bins.	no	5,651.62				5,651.62	5,651.62	-	
	Landfill Equipment Reserve	Restricted - Capital Reserve	General equipment replacement	Provide funds for scheduled replacement of Landfill Equipment. Contributions and usage supported by 10 yr Capital Plan.	Tax Rate	25,000		County's contribution to capital expenditures for Landfill Equipment	no	279,500.00	25,000.00	(7,066.52)		297,433.48	304,500.00	- 7,066.52	Security cameras underbudget
	Landfill	Restricted - Capital Reserve	Building replacement & renovations	Provide funds for replacement/refurbishment of Landfill buildings. Contributions and usage supported by 10 yr Capital Plan.	Tax Rate	15,000		County's contribution to capital expenditures of Buildings at the Landfill.	no	295,711.42	15,000.00	(5,616.73)		305,094.69	281,711.42	23,383.27	Compliance work continued into 2023 Capital Budget
	Utility Officer Truck	Restricted - Capital Reserve	General equipment replacement	Provide funds for replacement of Utility Officer vehicle. Contributions and usage supported by 10 yr Capital Plan.	Tax Rate, sale of surplus assets	-		Capital expenditure to replace Utility Officer vehicle.	no	47,280.63				47,280.63	47,280.63	-	

New/ Consol/ Close	Name	Classification	Sub-Class	Purpose of Reserve	Source of Funds	Current Yrly Contr. unless as noted	Optimal Balance / MIN / MAX	Use of Funds	Interest Ent?	Balance Dec 31, 2021	Additions	Deletions	Reallocation	Balance December 31, 2022	2022 Budgeted Balance	Variance from Budget	Notes
	Offsite Levy Reserve-Neerlandia	Restricted - Capital Reserve	Water & wastewater	Per Bylaw 21-89; A levy will be imposed on a residential off-site levy on undeveloped lands to provide for future expansion of water & sewer facilities that service Hamlet of Neerlandia and adjacent areas	Developer	\$1,850 / residential lot for water & sewer \$1,200 / for water service only, per residence where service is extended outside present Hamlet boundaries		Future expansion of water & sewer facilities to service Hamlet of Neerlandia and adjacent areas.	no	74,035.00	1,850.00			75,885.00	74,035.00	1,850.00	Not budgeted
	Offsite Levy Reserve-Manola	Restricted - Capital Reserve	Water & wastewater	Per Bylaw 20-90 - levy on application for Development Permit, upon application for subdivision of land not previously subject to offsite levies, or on application for service from Hamlet water supply line from Town of Barrhead. Levy charged for facilities requiring expansion - <u>water supply line from Town of Barrhead to Hamlet of Manola including upgrading of Water Treatment Plant at Manola.</u> Exclusions apply: replacement of existing single family dwelling, Bylaws No. 37-78 & 38-78, Lands Under By-Law 43-83 Per Bylaw 19-90 - levy on application for Development Permit, upon application for subdivision of land not previously subject to offsite levies, or on application for service from Hamlet water supply line from Town of Barrhead. Levy for facilities requiring expansion - <u>Water Treatment Plant & Reservoir with Hamlet of Manola, in-line booster pumps on Manola water supply line, upgrade of pumping facilities at Town of Barrhead Reservoir.</u> Exclusions apply: replacement of existing single family dwelling, Bylaws No. 37-78 & 38-78, Lands Under By-Law 43-83	Developer	For EACH Bylaw: \$1,135 for each unit of housing \$1,705 for each duplex \$2,270 for fourplex \$2,000 for new commercial or industrial for 1st 1,000 sq feet; \$400 per 1,000 sq ft thereafter	MAX = \$800,000 (Bylaw 20-90) MAX = \$600,000 (Bylaw 19-90)	Water Supply line from Town of Barrhead to Hamlet of Manola, including upgrading Water Treatment Plant at Manola. Water Treatment Plant & Reservoir within Hamlet of Manola, In-line booster pumps on Manola water supply line, Upgrade of pumping facilities at Town of Barrhead Reservoir.	no	12,485.00	1,135.00			13,620.00	12,485.00	1,135.00	Not budgeted
New	Water & Sewer Capital Reserve	Restricted - Capital Reserve	Water & wastewater	For utility holders contribution to upkeep/replacement of water & sewer infrastructure. Contribution is historical contribution.	Utility Rate	67,000		Capital expenditures / major R&M to water & sewer assets. (Does not include capital expenditures related to growth. Growth to be funded out of Reserve with funding source as Tax Rate or through Debt.)	yes	834,179.23	67,187.14	(107,300.00)		794,066.37	773,879.23	20,187.14	Interest income higher than budgeted.
	Regional Water & Sewer Lines / Future W&S Development	Restricted - Capital Reserve	Water & wastewater	Provide funds for future expansion of water & sewer throughout County. Reserve could include bringing line to LaLaNonne or Thunder Lake. Could also include alternative source of water for BRWC (such as Athabasca River)	Tax Rate	50,000		Capital Expenditures related to expansion of water & sewer in County. Augment with Grant Funding & Debt.	no	807,000.00	50,000.00			857,000.00	857,000.00	-	
CLOSE; consolidate	Neerlandia Lagoon Reserve	Restricted - Capital Reserve	Water & wastewater	Provide funds for Neerlandia Lagoon replacement/refurbishment Contributions and usage supported by 10 yr Capital Plan.	Recommend Lagoon Fees - with Dump Site added	20,000		Neerlandia Lagoon replacement /refurbishment, and major R&M for lagoon. May also include operating expenditures such as Lagoon Sounding Reports.	no	170,000.00	20,000.00	(190,000.00)	(80,000.00)	-	-	-	
CLOSE; consolidate	Dunstable (Lac La Nonne) Lagoon	Restricted - Capital Reserve	Water & wastewater	Provide funds for Dunstable Lagoon replacement/refurbishment. Contributions and usage supported by 10 yr Capital Plan.	Operating Surplus in Department	Net Op Surplus		Dunstable Lagoon replacement /refurbishment, and major R&M for lagoon.	no	43,000.00		(43,000.00)	(50,926.06)	-	-	-	
CLOSE; consolidate	Thunder Lake Lagoon	Restricted - Capital Reserve	Water & wastewater	Provide funds for Thunder Lake Lagoon replacement/refurbishment. Contributions and usage supported by 10 yr Capital Plan.	Operating Surplus in Department	Net Op Surplus		Thunder Lake Lagoon replacement /refurbishment, and major R&M for lagoon.	no	50,370.49		(50,370.49)	(59,031.27)	-	-	-	
	Lagoons	Restricted - Capital Reserve	Water & wastewater	Provide funds for lagoons replacement/refurbishment. Contributions and usage supported by 10 yr Capital Plan.	Operating Surplus in Lagoons with Dumping Station	Net Op Surplus		Lagoon replacement /refurbishment, and major R&M for lagoons.	no	-	313,039.96	(75,020.86)	189,957.33	238,019.10	189,957.33	48,061.77	Neerlandia lagoon costs lower than budgeted

New/ Consol/ Close	Name	Classification	Sub-Class	Purpose of Reserve	Source of Funds	Current Yrly Contr. unless as noted	Optimal Balance / MIN / MAX	Use of Funds	Interest Ent?	Balance Dec 31, 2021	Additions	Deletions	Reallocation	Balance December 31, 2022	2022 Budgeted Balance	Variance from Budget	Notes
	Future Development - Fire Suppression	Restricted - Capital Reserve	Land & Land Improvements	Provide funds for replacement of fire suppression system project for benefitting landowners that are levied the Local Improvement Tax.	Local Improvement Tax	21,885		Capital expenditures for replacement of fire suppression system.	no	131,311.08	21,885.18			153,196.26	153,196.26	-	
	Future Development	Restricted - Capital Reserve	Land & Land Improvements	Provide funds for development of Kiel Industrial Park	Sale of Land - net proceeds	As land is sold		Phase II of Kiel Industrial Park	no	496,628.95	29,909.79	(80,075.00)		446,463.74	525,729.74	- 79,266.00	Reserve transfer for Broadband at Kiel. Council Resolution 2022-205.
	Money in Lieu (of Municipal Reserve)	Restricted - Capital Reserve	Land & Land Improvements	per MGA, money taken in place of reserve land must be accounted for separately, along with any interest accruing on funds. Contributions and usage supported by 10 yr Capital Plan	Developer	Est. \$20,000		per MGA 376(2) - a public park, public recreation area	yes	444,128.33	40,650.78			484,779.11	464,128.33	20,650.78	Higher MR & interest than budgeted
	Ag Vehicle & Equipment	Restricted - Capital Reserve	General equipment replacement	Provide funds to replace existing or new vehicle and equipment tangible capital assets in Ag department. Contributions and usage supported by 10 yr Capital Plan.	Tax Rate	30,000 / 20,000		Vehicle & equipment capital expenditures for Ag department, including but not limited to trucks, quads, side-by-sides, spray equipment and the equipment used in the Ag Rental Program.	no	117,724.59	28,231.25	(34,187.47)		111,768.37	106,666.59	5,101.78	Did not budget for sale of quads. Did not budget for replacement sprayer that was stolen in 2021. Requires Council approval.
	Ag Building	Restricted - Capital Reserve	Building replacement & renovations	Provide funds for scheduled replacement/refurbishment of Ag Buildings or New Ag Buildings Contributions and usage supported by 10 yr Capital Plan.	Tax Rate	10,000		Capital expenditures for replacement / refurbishment of existing Ag Buildings or construction of new Ag Buildings	no	134,968.39	10,000.00			144,968.39	144,968.39	-	
CLOSE	Recreation - Land Reserve	Restricted - Capital Reserve	Land & Land Improvements	Provide funds for Manola Land Exchange with Richardson's.	Historical		-	Manola Land Exchange. To be closed after transaction is completed.	no	5,000.00		(5,000.00)		-	-	-	
	General Tax Stabilization Reserve	Restricted - Operating Reserve	Tax Rate Stabilization	Provide funds to stabilize tax rate from non-recurring, emergent, one-time expenditures or losses of revenue that will not be built into base operating budget for future year (e.g. large drops in Assessment, increase in Uncollectible Taxes including O&G).	Tax Rate	MAX= 5% of annual operating expenditure budget (~\$800K)		Used to stabilize budgetary impacts from one time or unanticipated events. Examples include, but are not limited to uncollectible O&G or to fund temporary drops in Assessment.	no	945,025.61	531,945.76	(583,507.50)		893,463.87	1,053,800.58	- 160,336.71	Broadband - Approved by Council Res. 2022-205. PERC/DIRC lower than budgeted. Recovery of Tax Allowance put to Reserve
	Legislative Computer Reserve	Restricted - Operating Reserve	Tax Rate Stabilization	Provide funds for Councillor device purchase which happens every 4 years and for other IT requirements for Council chambers.	Tax Rate	875	Max = \$3,500	Councillor device purchases to a maximum of \$500 per Councillor, per term and for other IT requirements for Council chambers.	no	7,546.62	875.00	(5,082.24)		3,339.38	565.48	2,773.90	Reserve is used as Councillors submit payment reimbursements.
	Administration County Map Reserve	Restricted - Operating Reserve	Tax Rate Stabilization	Provide funds for printing of County maps that occur on an infrequent basis to minimize impacts of expenditure on tax. (Next print planned - 2021)	Sale of Maps	Est. \$1,428	Max = TBD	Printing of County Maps.	no	9,643.19	2,443.51	(1,522.00)		10,564.70	6,071.76	4,492.94	Sale of maps higher than budgeted, cost of printing lower than budgeted.
	Admin Operating Contingency	Restricted - Operating Reserve	Tax Rate Stabilization	Provide funds to stabilize tax rate from non-recurring, emergent, one-time expenditures or losses of revenue that will not be built into Admin base operating budget for future year. Promotes fiscal responsibility in budgeting.	Tax Rate / YE Operating Surplus		1% of operating \$13,654 Consider rounding Max = \$15,000	Any unexpected / unplanned expenditures in Admin department during the year.	no	9,497.30				9,497.30	9,497.30	-	

New/ Consol/ Close	Name	Classification	Sub-Class	Purpose of Reserve	Source of Funds	Current Yrly Contr. unless as noted	Optimal Balance / MIN / MAX	Use of Funds	Interest Ent?	Balance Dec 31, 2021	Additions	Deletions	Reallocation	Balance December 31, 2022	2022 Budgeted Balance	Variance from Budget	Notes
	Elections & Plebiscite Reserves	Restricted - Operating Reserve	Tax Rate Stabilization	Provide funds for future elections or plebiscites to minimize annual impact on tax.	Tax Rate	2,500		Applied against municipal election expenditures which occur every 4 years and plebiscite expenditures to reduce impact on taxes.	no	5,000.00				5,000.00	5,000.00	-	
	Fire Fighting Stabilization Reserve	Restricted - Operating Reserve	Tax Rate Stabilization	Provide funds to buffer expense of large fire fighting expenditure.	Tax Rate	25,000	Max = \$TBD	Any large fire fighting expenditure where mutual aid or water bombers are required. To be applied against cost overruns for County's fire fighting expenditures.	no	308,000.00	25,000.00			333,000.00	333,000.00	-	
	Disaster Reserve	Restricted - Operating Reserve	Tax Rate Stabilization	Provide funds to buffer expense of a disaster in the County.	Tax Rate	2,000	Max = \$TBD	On activation of EOC, expenditures related to a Disaster.	no	12,000.00	2,000.00			14,000.00	14,000.00	-	
	PW Operating Contingency	Restricted - Operating Reserve	Tax Rate Stabilization	Provide funds to stabilize tax rate from non-recurring, emergent, one-time expenditures or losses of revenue that will not be built into PW base operating budget for future year. Promote fiscal responsibility in budgeting.			1% of operating = \$72,475.95 (Consider rounding to Max = \$75,000)	Any unexpected / unplanned expenditures in PW department during the year.	no	2,745.02				2,745.02	2,745.02	-	
	P.W. Gravel Exploration	Restricted - Operating Reserve	Tax Rate Stabilization	Provide funds to stabilize tax rate for activities relating to gravel exploration.	Tax Rate			Costs incurred for gravel exploration, including engineering and legal fees	no	35,686.32		(5,066.53)		30,619.79	5,686.32	24,933.47	Exploration costs lower than budgeted.
	Dev. - Air Photos Reserve	Restricted - Operating Reserve	Tax Rate Stabilization	Provide funds for purchase of air photos that occur every 7 years to minimize impacts of expenditure on tax base.	Tax Rate	10,000	Max = \$70,000	Acquire digital aerial photography and orthophoto of County of Barrhead, currently every 7 years.	no	1,464.88	10,000.00			11,464.88	11,464.88	-	
	P&D Operating Contingency	Restricted - Operating Reserve	Tax Rate Stabilization	Provide funds to stabilize tax rate from non-recurring, emergent, one-time expenditures or losses of revenue that will not be built into the Planning or Development base operating budget for future year. Project carry forwards are also included in reserve so that taxes related to a project are only collected once.	Tax Rate / YE Operating Surplus		1% of operating = \$3,883.25 Consider rounding =Max \$5,000	Any unexpected / unplanned expenditures in Planning department during the year, and for any project carry forwards from one budget year to the next.	no	20,376.34	12,250.38	(16,935.00)		15,691.72	(2,373.28)	18,065.00	Land Use Bylaw review project continued to 2023. Broadband Scoping project carried forward to 2023.
	Ag- Waters Edge - Lac La Nonne	Restricted - Operating Reserve	Tax Rate Stabilization	Provide funds for Pond Days at Lac La Nonne	Historical		N/A	Current use - expenditures incurred to operate Pond Days at Lac La Nonne. Through agreement from Waters Edge group that was disbanded. Not aware of any formal agreement in place. Proposed - Staff to discuss with Lac Ste. Anne use of funds as other projects at Lac La Nonne have been identified.	no	4,924.79		(2,135.42)		2,789.37	3,676.31	- 886.94	Pond Days cost higher than budgeted.
	Ag-H2C Conservation Operating	Restricted - Operating Reserve	Tax Rate Stabilization	Provide funds for H2C program activities. H2C is a self-sustaining operation. Balance in reserve represents unexpended funds from prior years, as approved in budget. Reserve can run a deficit balance, but must be budgeted to be recovered in next budget year.	Annual surplus operating funds- H2C department (grants & partner contributions)		\$0	Any surplus/deficit in H2C program is automatically balanced against this reserve.	no	9,187.25				9,187.25	22,781.67	- 13,594.42	Surplus in department went to Landowner reserve, not general H2C reserve

New/ Consol/ Close	Name	Classification	Sub-Class	Purpose of Reserve	Source of Funds	Current Yrly Contr. unless as noted	Optimal Balance / MIN / MAX	Use of Funds	Interest Ent?	Balance Dec 31, 2021	Additions	Deletions	Reallocation	Balance December 31, 2022	2022 Budgeted Balance	Variance from Budget	Notes
	Ag-H2C Conservation Operating	Restricted - Operating Reserve	Tax Rate Stabilization	Provide funds for Landowner payments for projects signed up through ALUS. Landowners will sign multi year agreements for land that is set aside for conservation acres.	Historical H2C surplus			Payment to landowners for conservation acres.	no	60,000.00	32,100.38	(8,369.62)		83,730.76	50,000.00	33,730.76	ALUS contributions higher than budgeted.
	Ag- Agricultural Development	Restricted - Operating Reserve	Tax Rate Stabilization	Reserve purpose to be determined (more info needed)	Tax Rate			Reserve use to be determined	no	26,222.00				26,222.00	26,222.00	-	
CLOSE; Transfer to P&D Contingency	Ag Conservation	Restricted - Operating Reserve	Tax Rate Stabilization	Provide funds for payment to landowners in Habitat Retention Program	Historical			Payments to landowners through Habitat Retention Program Council Resolution 2022-053, rescinded Policy 62.06 Partners in Conservation.	no	12,250.38	(12,250.38)			-	-	-	
	Seed Plant	Restricted - Operating Reserve	Tax Rate Stabilization	Reserve purpose to be determined	Tax Rate	\$10,000 (none 2020, 2022, 2023)		Reserve use to be determined	no	57,924.62				57,924.62	57,924.62	-	
	Ag Operating Contingency	Restricted - Operating Reserve	Tax Rate Stabilization	Provide funds to stabilize tax rate from non-recurring, emergent, one-time expenditures or losses of revenue that will not be built into Ag base operating budget for future year. EXCLUDES H2C.	Tax Rate / YE Operating Surplus		1% of operating expenditures \$6,463 Consider rounding Max = \$7,500	Any unexpected / unplanned expenditures during the year.	no	-				-	-	-	
	Community Organizational Reserve	Restricted - Operating Reserve	Tax Rate Stabilization	Provide funds for support of community initiatives (recreational or cultural) that are outside of Community Grant Policy	Tax Rate & Loan Repayments	30,000		For operating or capital expenditures for local boards, agencies, individuals or organizations that Council deems appropriate to support through grants or loans. (Examples: Current yr - Golf Course Debenture; Past - Misty Ridge capital equipment.)	no	83,241.89	9,654.10			92,895.99	92,895.99	-	
	Community Grants Policy	Restricted - Operating Reserve	Tax Rate Stabilization	Provide funds for Community Grant Policy.	Historical - Transfer from Rec Reserves			Community Grants approved through Community Grant Policy	no	95,750.00	3,964.62	(11,050.00)		88,664.62	80,750.00	7,914.62	Grants to Community Groups lower than budgeted. As well cost of Richardson land exchange lower than budgeted so transfer of reserve from Recreation - Land Reserve made to this reserve so that Recreation - Land Reserve could be closed.

New/ Consol/ Close	Name	Classification	Sub-Class	Purpose of Reserve	Source of Funds	Current Yrly Contr. unless as noted	Optimal Balance / MIN / MAX	Use of Funds	Interest Ent?	Balance Dec 31, 2021	Additions	Deletions	Reallocation	Balance December 31, 2022	2022 Budgeted Balance	Variance from Budget	Notes
	Unrestricted Surplus	Unrestricted		Emergency savings account for unexpected expenses incurred at a later date and for Council flexibility for establishing annual tax levy.	Year end surplus		Max = 5% of annual operating expenditures Consider rounding to max ~ \$800,000	Used to repair or replace assets that fail unexpectedly, for Council flexibility to allocate funds to future projects as needs arise and for flexibility in establishing annual tax levy. May also be used for stabilizing budgetary impacts resulting from one time or unanticipated events. Examples include, but are not limited to, abnormal snow removal, fluctuating interest rates, fluctuating fuel prices, or other items that would result in an overall deficit to municipal operation.	no	2,187,757.11	469,315.83	(162,585.63)		2,494,487.31	570,824.73	1,923,662.58	\$1.5 million debenture for Town Sani did not occur. As well, surplus generated rather than projected deficit.
	TOTAL									14,619,291	3,342,625	(3,197,405.79)	-	15,122,578	11,478,911	3,643,667	

Unrestricted Surplus	2,187,757.11	469,315.83	(162,585.63)	-	2,494,487.31	570,824.73	1,923,662.58
Operating Reserves	1,709,018.34	627,110.05	(634,444.71)	-	1,701,683.68	1,781,835.58	80,151.90
Capital Reserves	11,080,582.89	2,246,199.59	(2,400,375.45)	-	10,926,407.03	9,126,250.70	1,800,156.33
	14,977,358.34	3,342,625.47	(3,197,405.79)	-	15,122,578.02	11,478,911.01	3,643,667.01



2023 COUNCIL RESOLUTION TRACKING LIST
 (Items beyond the normal course of business)

Resol. #	Resolution Topic	Responsible	Comments	Status
2023-039	Directed Admin to draft letter for Reeve's signature in support of Camrose Casinos' request to AGLC to relocate to Edmonton.	CAO	Attended webinar on topic; deadline to submit Mar 1/23	Underway
2023-038	Provide updated letter of support to MCSnet for ISED 2021 funding allocation	CAO	Letter sent	Complete Feb 10/23
2023-037	Authorized CAO to sign temporary CPO Service Agreement with Town of Morinville.	CAO/EA	Agreement finalized.	Complete Feb 9/23
2023-036	Approved additional funding sources for 2022 capital projects (2021-140 & 2022-340)	FIN	Complete	Complete Feb 7/23
2023-033	Directed Reeve & CAO to sign Water Well Agreement with Kevin & Sherry Vangrootheest for well at Baird Lake reservoir.	PW/CAO	Agreement given to landowner for signature	Complete Feb 13/23
2023-032	Approved purchase of 1/2-ton crew cab 4x4 Truck - Stephani Motors Ltd. \$57,755 plus GST & applicable fees; reflect changes in 2023 Capital budget.	PW/FIN	Ordered	Complete Feb 10/23
2023-031	Approved purchase of tri axle equipment trailer - Hayworth Equipment Sales \$55,990 plus GST & applicable fees; reflect changes in 2023 Capital budget.	PW/FIN	Ordered	Complete Feb 10/23
2023-030	Approved purchase of post pounder - Neerlandia Co-op \$21,300 plus GST: reflect the changes in 2023 Capital budget.	PW/FIN	Ordered	Complete Feb 10/23
2023-029	WSP Engineering reduced scope for engineering services - 2023 paving project of RR 22, RR 40, & TL based on updated cost of \$260,538.	PW/CAO	Revised contract received and signed	Complete Feb 13/23
2023-023	Accepted for info Div 4 adjusted training costs for 2023 and legal fees of \$36,959.67 to be recorded to General Government (11-Council & Leg) for 2022	FIN/CAO	Costs recorded as presented.	Complete Jan 16/23
2023-018	Authorized write-off of 2 outstanding AR as uncollectable in the amount of \$2,569.15	FIN	Written off as authorized.	Complete Jan 18/23

2023-017	Adopted bylaw 1-2023 Rate & Fees	CAO/EA	Bylaw updated, posted on website, staff advised	Complete Feb 1/23
2023-013	Approved policy FN-004 Collection of Accounts Receivable	CAO/FIN	Policy in place, staff advised	Complete Jan 16/23
2023-012	Postponed review of elected officials remuneration policy to align with next staff compensation review	CAO	Updated Compensation Review file with Council's direction.	Complete Jan 16/23
2023-009	Update 2023 budget with new mileage rate \$0.68	FIN/CAO	Interim 2023 budget updated, final budget to be approved in April 2023	Complete Jan 16/23
2023-008	Approve changes to HR-001 Elected Officials remuneration policy	CAO/EA	Policy updated	Complete Jan 16/23
2023-007	Approve public engagement plan for 2nd engagement session of Community Halls Strategy	CAO/COMM	Waiting for call back from 3 halls; Halls contacted to establish date	Underway
2022-552	Apply for PERC/DIRC for outstanding uncollectible education and DIP for 2022 tax year	FIN/CAO	Grant application submitted	Complete Jan 9/23
2022-549	Extend term of membership for current ALUS PAC members to December 31, 2023.	AG	PAC members notified	Complete Jan 13/23
2022-544	Waive registration fees; reserve Klondyke Ferry campground for July 10, 2023 for Voyageur Canoe Brigade; provide up to 4 porta-potties	CAO/EA/PW	Applicants notified and they will contact us closer to event for final arrangements	Complete Jan 4/23
2022-538	Submit a CCBF application for RR 22 for \$614,980	FIN/CAO	Submitted application February 9, 2023	Complete Feb 9/23
2022-537	Amend MSI application for RR 22 to increase funding by \$709,404	FIN/CAO	Submitted application February 9, 2023	Complete Feb 9/23
2022-536	Cancel Landfill Access Road Project under MSI	CAO	Submitted request February 13, 2023	Complete Feb 13/23
2022-535	Award 2023 paving contract to Central City Paving	PW	Contract fully executed; Sent to contractor for signature.	Complete Feb 1/23
2022-474,475	Lifted restrictions on C. Lane and cost of training to be paid from Div 4 2023 training budget	FIN/CAO	Cost reconciliation to Council Jan 16/23; 2023 Div 4 training budget to be set Dec 20/22 and reconciled with 2022 costs	Complete Jan 16/23
2022-448	Draft congratulatory letter for Reeve's signature to new Min of MA and provide info on County of Barrhead strategic initiatives.	CAO/EA		Underway
2022-428	Invite MP Viersen and MLA van Dijken to future Council meeting	CAO	MLA scheduled to attend April 4; Admin has been in contact with both offices to check availability	Underway

2022-411	Tabled appointments to Regional Admin Bldg committee pending update	CAO	Discussion with Superintendant	Underway
2023-021; 2022-368	Draft resolution on cellular coverage in the County with timeline to support advocacy efforts at RMA 2023 Spring Convention	CAO	Council approved Jan 16/23, submitted to Pembina Zone, approved at Zone mtg, to be forwarded to RMA Prov Conference; Research being conducted	Complete Jan 16/23
2022-364	Admin to provide further info on Alberta Carbon Grid - Agreement with GOA	CAO		Not Started
2022-321	Authorized signing Emerg Mgmt Mutual Aid Agreement with LSAC	CAO	Awaiting Signatures from LSAC	Underway
2022-254	Bring back recommendations for disposing of Unit #306 2018 Caterpillar D6T XL	PW/CAO	Not suitable for Landfill, report to Council prior to disposal as per policy	Underway
2022-235, 484	Community Hall Strategy identified in the 2022-2026 Strategic Plan be escalated to begin in 2022.	CAO/PD	"What we heard" report to Council Dec 6/22; Oct 5/22 selected; PEP to Council Sept 20/22; Stakeholder input on selecting date almost complete; Project management sheets drafted	Complete Jan 16/23
2022-166	Preliminary consolidated report on status of wastewater infrastructure	CAO/PW/DF	Consolidating all lagoon reports (T.L. received Dec/22); incorporating asset management principles and discussions with LSAC	Underway
2021-174	VSU - letter to MLA re support and current service delivery model	CAO/EA	Met with VSU representative to better understand situation/impact; Rough draft prepared	Underway
2020-165	Letter - AB Transportation re prov. Hwy concerns for consideration for GOA 2020 Capital Maintenance Projects	EA/CAO	Hwy 33; Obtained input from Council, PW.	Underway
2019-352	Follow-up letter to Minister Municipal Affairs	EA/CAO	Notes distributed	Underway
2019-009	RMA Charitable Gaming Committee - support and inform	EA/CAO	Research on current status & received update from RMA; GOA postponed this initiative indefinitely, tone of letter will change; Letter drafted to MLA etc.; Shared with Town & orgs; Report posted to website, compiling email distribution list	Underway
2018-029	Service Contract Review	EA/CAO	Initial list has been compiled.	Underway
2017-325	Develop a bylaw to provide necessary tools to deal with enforcement issues as an interim step	CAO/Dev	Work with LSA Bylaw enforcement to draft bylaw to use in the interim while developing a more substantive bylaw through public consultation	Underway

2017-245	Policy for Special Events	CAO/Dev	Reviewing policies from neighbouring municipalities	Underway
----------	---------------------------	---------	---	----------



Public Works Director of Infrastructure Report February 21, 2023

L

Graders

- Area graders are blading roads with sandvik blades which cuts the ice and the rough areas improving the driving surface of the road.

Snowplow Trucks

- Salting and sanding of paved and gravel surfaces continue. This work has been completed utilizing one truck as the second has been taken to Edmonton for repairs.

Brushing

- Mulching is taking place on Range Road 31 from Township Road 604 south to Highway 18. This work is to clear the right of way back to assist with the planned 2023 shoulder pull project.

Labour

- Sign repairs, transfer station maintenance, hand brushing and re-decking the lowboy trailer.

Tenders

- Tenders were opened for a new tandem axle plow truck. Following last Council meeting, a new pick up, post pounder, and tri-axle trailer were ordered.

Shop

- Currently working on loader and gravel truck repairs and maintenance.

Utilities

- Working with ATCO and Telus on crossing agreements for their summer projects.
- All other testing and monitoring are being carried out as per normal operations.



COUNTY OF BARRHEAD NO.11
Elected Official Remuneration Report
For the Twelve Months Ending December 31, 2022



	December 2022 YTD	2022 Budget	Budget Variance	% Variance
Division 1 - Doug Drozd (Reeve)				
<i># of per diems</i>	47.38	78.43	31.05	0.40
Base salary	28,234.68	28,234.70	0.02	0.00%
Per diems	11,834.22	19,587.60	7,753.38	39.58%
Taxable mileage	1,274.40	1,600.00	325.60	20.35%
Benefits	8,168.71	8,716.46	547.75	6.28%
Salary and benefits	49,512.01	58,138.76	8,626.75	14.84%
Training and conventions	3,243.83	4,000.00	756.17	18.90%
	52,755.84	62,138.76	9,382.92	15.10%
Division 2 - Marvin Schatz (Deputy Reeve)				
<i># of per diems</i>	62.09	78.43	16.34	0.21
Base salary	21,705.48	21,705.50	0.02	0.00%
Per diems	15,506.88	19,587.60	4,080.72	20.83%
Taxable mileage	796.50	900.00	103.50	11.50%
Benefits	7,921.66	8,180.78	259.12	3.17%
Salary and benefits	45,930.52	50,373.88	4,443.36	8.82%
Training and conventions	2,770.58	4,000.00	1,229.42	30.74%
	48,701.10	54,373.88	5,672.78	10.43%
Division 3 - Ron Kleinfeldt				
<i># of per diems</i>	60.46	78.43	17.97	0.23
Base salary	15,176.16	15,176.18	0.02	0.00%
Per diems	15,098.80	19,587.60	4,488.80	22.92%
Taxable mileage	693.84	600.00	(93.84)	(15.64%)
Benefits	7,351.83	7,628.49	276.66	3.63%
Salary and benefits	38,320.63	42,992.27	4,671.64	10.87%
Training and conventions	1,949.83	4,000.00	2,050.17	51.25%
	40,270.46	46,992.27	6,721.81	14.30%
Division 4 - Bill Lane				
<i># of per diems</i>	75.16	78.43	3.27	0.04
Base salary	15,176.16	15,176.18	0.02	0.00%
Per diems	18,771.47	19,587.60	816.13	4.17%
Taxable mileage	2,301.00	1,800.00	(501.00)	(27.83%)
Benefits	5,981.83	5,659.98	(321.85)	(5.69%)
Salary and benefits	42,230.46	42,223.76	(6.70)	(0.02%)
Training and conventions	5,978.83	4,000.00	(1,978.83)	(49.47%)
	48,209.29	46,223.76	(1,985.53)	(4.30%)
Division 5 - Paul Properzi				
<i># of per diems</i>	46.84	78.43	31.59	0.40
Base salary	15,176.16	15,176.18	0.02	0.00%
Per diems	11,698.20	19,587.60	7,889.40	40.28%
Taxable mileage	1,189.44	1,300.00	110.56	8.50%
Benefits	7,184.77	7,726.59	541.82	7.01%
Salary and benefits	35,248.57	43,790.37	8,541.80	19.51%
Training and conventions	2,917.00	4,000.00	1,083.00	27.08%
	38,165.57	47,790.37	9,624.80	20.14%
Division 6 - Walter Preugschas				
<i># of per diems</i>	70.26	78.43	8.17	0.10
Base salary	15,176.16	15,176.18	0.02	0.00%
Per diems	17,547.25	19,587.60	2,040.35	10.42%
Taxable mileage	1,185.90	1,100.00	(85.90)	(7.81%)
Benefits	5,941.87	5,648.01	(293.86)	(5.20%)
Salary and benefits	39,851.18	41,511.79	1,660.61	4.00%
Training and conventions	3,002.59	4,000.00	997.41	24.94%
	42,853.77	45,511.79	2,658.02	5.84%
Division 7 - Jared Stoik				
<i># of per diems</i>	35.95	78.43	42.48	0.54
Base salary	15,176.16	15,176.18	0.02	0.00%
Per diems	8,977.69	19,587.60	10,609.91	54.17%
Taxable mileage	1,952.90	1,800.00	(152.90)	(8.49%)
Benefits	7,039.79	7,763.64	723.85	9.32%
Salary and benefits	33,146.54	44,327.42	11,180.88	25.22%
Training and conventions	401.65	4,000.00	3,598.35	89.96%
	33,548.19	48,327.42	14,779.23	30.58%



Barrhead Fire Services Fire Chief's Quarterly Report 2022 - 4th Quarter



2022 - 4th Quarter Fire Services Incidents

Incident Type	Data	COUNTY			COUNTY Total 2022	COUNTY Totals 2021	TOWN			TOWN Total	TOTALS
		OCT	NOV	DEC			OCT	NOV	DEC		
ALARMS RINGING	Number of Incidents	2	3	2	7	3	7	7	7	21	28
	Time Total	2hr 19min	1hr 38min	1hr 4min	5hr 1min	2hr 27 min	2hr 38min	4hr 21min	3hr 48min	10hr 47min	15hr 48min
AMBULANCE ASSIST	Number of Incidents	5	6	2	13	25	13	8	13	34	47
	Time Total	6hr 26min	7hr 24min	2hr 57min	16hr 47min	25hr 10min	5hr 6min	4hr 6min	9hr 11min	18hr 23min	52hr 10min
FIRE RESPONSE (Incl. Farm Equip. Fires)	Number of Incidents	5		3	7	8	1		1	2	9
	Time Total	19hr 0min		11hr 19min	30hr 19min	21hr 8min	1hr 32min		2hr 2min	3hr 34min	33hr 53min
GRASS/ WILDLAND (No \$ Loss)	Number of Incidents	2			2	8		2		2	4
	Time Total	4hr 4min			4hr 4min	15hr 10min		1hr 4min		1hr 4min	5hr 8min
OTHER (non-ABTR MVC's, Lines Down)	Number of Incidents	1	2		3	4			5	5	8
	Time Total	45min	2hr 8min		2hr 53min	4hr 18min			3hr 40min	3hr 40 min	6hr 33min
RESCUE	Number of Incidents										
	Time Total										
HAZARDOUS MATERIALS (Abandoned Fuel in public)	Number of Incidents							1		1	1
	Time Total							15min		15min	15min
Total Count	Number of Incidents				32	48				65	97
					59hr 4min	68hr 13min				37hr 43min	113hr 47min
Q# 4 GRAND TOTAL Incidents										106	

MOTOR VEH COLLISION (Alberta Transportation)	Number of Incidents	1	3	3	7	4
	Time Total	6hr 14min	3hr 21min	3hr 35min	13hr 10min	8hr 32min
MUTUAL AID (Birch Cove AA & FR)	Number of Incidents	1	1		2	
	Time Total	52min	1hr 28min		2hr 20min	