

## AGENDA

**SPECIAL MEETING OF COUNCIL TO BE HELD  
VIRTUALLY ON FEBRUARY 12, 2022  
COMMENCING AT 10:00AM**

**GoToMeeting**

**Public Access Code: 738-393-413**

CODE	ITEM	SOURCE
	1.	Call to Order
	2.	Adoption of Agenda
	3.	Financial a) Session Three of Six – 2022 – 2025 Operating Budget b) Session Four of Six – 2022 – 2025 Operating Budget c) Set Session Five Dates – 2022 – 2025 Consolidated Operating Budget
	4.	Adjournment



TOWN OF  
**CALMAR**

**2022 – 2024**

**Operating Budget & Plan**





# Session 3 of 6

## Transportation & Infrastructure, Utilities & Environment

By Donna Anderson  
Acting CAO

Contributors:  
Ed Melesko  
Director of Public Works





# Transportation & Infrastructure





# Our Team Members

This does not include temporary casual employees (E.G. Summer water person)

**Graydon  
Nielson**  
Public Works  
Foreman

**Ryan  
Vanlooy**  
Arena Lead Hand

**Kevin  
Murphy**  
Public Works  
Lead Hand

**Brett  
Thomas**  
Public Works  
Operator

**Ed  
Frankiw**  
Equipment  
Operator

**Cris  
Jorvina**  
Arena Operator

**Jessie  
Gillis**  
Utility Operator

**Glenn  
Hernandez**  
Arena Operator

# Roads & Sidewalks: Maintenance Cycle

## Spring

Catch basin and culvert thawing. Opening drainage swales, ensuring lanes are draining. Prepare for street sweeping. Checking and filling potholes.

## Summer

Grading lanes, gravelling as required, sidewalk inspections, prioritization for repairs/replacement. Start/ complete capital projects. Dust control, Street sweeping, crack filling, pothole patching,

## Fall

Paint crosswalks & curbs, assist Parks crews w/parks work. Sweep streets so leaves don't plug catch basins. Dust control as required. Pot-hole patching & maintenance to equipment.

## Winter

Streets & sidewalks & walkways as required. Sand/salt intersections and streets & walkways as required. Maintain drainage to catch basins. Maintenance to equipment.



# Roads - Capital 2022

For consideration at capital budget presentation



- 51 street upgrade 50Ave to 49 Ave Lane (230k)
- 30 X 40 Sand and Salt shelter (68.5k)
- Lane upgrade 49 street - 50 street to improve drainage (80k)
- 52 street rebuild or overlay ( 1.6m/ 120k)
- Public Works Yard upgrade, Carry over from 2021 (\$215,000)
- **NOTE:** as was identified within Parks Budget 2 trucks to replace stolen/wrote off trucks from past. Protective Services is budgeting for a new truck (\$50,000.00), if this is approved, rather than buying a new truck Parks/PW could take the old service vehicle.

# Transportation Expenses

	Historical YTD Data			2021 Budget Variance			Budget Forecast			
	2018 YTD	2019 YTD	2020 YTD	2021 Budget	2021 YTD	Variance	2022 Budget	2023 Budget	2024 Budget	2025 Budget
ROADS - Meals & Lodging	\$ 1,266	\$ 985	\$ 1,552	\$ 1,000	\$ 1,079	108%	\$ 2,500	\$ 2,600	\$ 2,700	\$ 2,800
ROADS - Training & Development	\$ 2,019	\$ 229	\$ 535	\$ 1,500	\$ 478	32%	\$ 2,500	\$ 2,600	\$ 2,700	\$ 2,800
ROADS - Vehicle Allowance	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,083	104%	\$ 3,000	\$ 3,200	\$ 3,300	\$ 3,400
ROADS - Freight & Postage	\$ 443	\$ 433	\$ 466	\$ 600	\$ 389	65%	\$ 600	\$ 700	\$ 800	\$ 900
ROADS - Telephone	\$ 1,844	\$ 2,038	\$ 2,235	\$ 4,500	\$ 2,837	63%	\$ 4,500	\$ 4,700	\$ 4,900	\$ 5,100
ROADS - Audit Fees	\$ 4,000	\$ 4,300	\$ 4,000	\$ 4,700	\$ -	0%	\$ 4,800	\$ 5,000	\$ 5,200	\$ 5,400
ROADS - Building Repairs & Maintenance	\$ 10,680	\$ 14,004	\$ 13,716	\$ 45,000	\$ 49,597	110%	\$ 50,000	\$ 50,000	\$ 55,000	\$ 55,000
ROADS - R/R Ditch Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 25,000	\$ 26,000	\$ 26,800	\$ 27,700
ROADS - Roadway Maintenance	\$ 23,129	\$ 2,449	\$ 20,514	\$ 20,000	\$ 19,486	97%	\$ 30,000	\$ 30,000	\$ 35,000	\$ 35,000
ROADS - Sidewalk Maintenance	\$ 9,155	\$ 47,066	\$ 42,482	\$ 40,000	\$ 30,932	77%	\$ 50,000	\$ 52,000	\$ 53,600	\$ 55,300
ROADS - Equipment Lease & Rental	\$ 797	\$ 1,558	\$ 3,920	\$ 2,000	\$ 635	32%	\$ 2,000	\$ 2,100	\$ 2,200	\$ 2,300
ROADS - Printing & Stationary	\$ 134	\$ 653	\$ 621	\$ 600	\$ 613	102%	\$ 650	\$ 700	\$ 800	\$ 900
ROADS - Shop Supplies & Miscellaneous Supplies	\$ 12,648	\$ 12,100	\$ 12,190	\$ 13,000	\$ 16,443	126%	\$ 16,000	\$ 16,700	\$ 17,300	\$ 17,900
ROADS - Contracted Services	\$ 11,438	\$ 12,539	\$ 19,949	\$ 24,875	\$ 19,332	78%	\$ 40,000	\$ 41,600	\$ 42,900	\$ 44,200
ROADS - Alarm	\$ 552	\$ -	\$ -	\$ 600	\$ -	0%	\$ 600	\$ 700	\$ 800	\$ 900
ROADS - Equipment Maintenance & Repair	\$ 65,178	\$ 58,247	\$ 36,027	\$ 40,000	\$ 40,675	102%	\$ 50,000	\$ 52,000	\$ 53,600	\$ 55,300
ROADS - Fuel & Oil	\$ 27,164	\$ 22,950	\$ 21,237	\$ 25,000	\$ 22,557	90%	\$ 25,000	\$ 26,000	\$ 26,800	\$ 27,700
ROADS - Vehicle Parts, Repairs & Maintenance	\$ 13,492	\$ 9,906	\$ 10,122	\$ 12,000	\$ 9,858	82%	\$ 12,000	\$ 12,500	\$ 12,900	\$ 13,300
ROADS - Small Tools	\$ 5,087	\$ 3,576	\$ 3,258	\$ 3,000	\$ 3,104	103%	\$ 3,000	\$ 3,200	\$ 3,300	\$ 3,400
ROADS - Traffic Safety Devices	\$ 3,793	\$ 1,742	\$ 6,096	\$ 5,000	\$ 4,327	87%	\$ 5,000	\$ 5,200	\$ 5,400	\$ 5,600
ROADS - Road Materials	\$ 27,399	\$ 33,708	\$ 49,124	\$ 40,000	\$ 34,952	87%	\$ 55,500	\$ 57,800	\$ 59,600	\$ 61,400
ROADS - Safety Equipment	\$ 4,340	\$ 4,614	\$ 5,982	\$ 5,000	\$ 4,807	96%	\$ 5,000	\$ 5,200	\$ 5,400	\$ 5,600
ROADS - Power - Street Lights	\$ 118,143	\$ 125,988	\$ 127,430	\$ 131,000	\$ 128,889	98%	\$ 131,000	\$ 136,300	\$ 140,400	\$ 144,700
ROADS - Other General Expense	\$ 3,500	\$ 161	\$ -	\$ 4,000	\$ 1,616	40%	\$ 25,000	\$ 26,000	\$ 26,800	\$ 27,700
ROADS - Transfer to Reserves	\$ -	\$ 210,000	\$ 130,000	\$ 140,000	\$ -	0%	\$ 140,000	\$ 145,600	\$ 150,000	\$ 154,500
ROADS - Debenture Principle	\$ -	\$ -	\$ -	\$ 181,019	\$ 181,019	100%	\$ 181,019	\$ 188,300	\$ 194,000	\$ 199,900
ROADS - Debenture Interest	\$ 29,888	\$ 47,077	\$ 93,549	\$ 88,517	\$ 88,517	100%	\$ 88,517	\$ 92,100	\$ 94,900	\$ 97,800
ROADS - Engineering Fees	\$ 29,756	\$ 62,421	\$ 27,911	\$ 40,000	\$ 21,272	53%	\$ 40,000	\$ 41,600	\$ 42,900	\$ 44,200
	\$ 407,846	\$ 680,743	\$ 634,917	\$ 874,911	\$ 685,498	100%	\$ 993,186.00	\$ 1,009,500.00	\$ 1,070,000.00	\$ 1,100,700.00

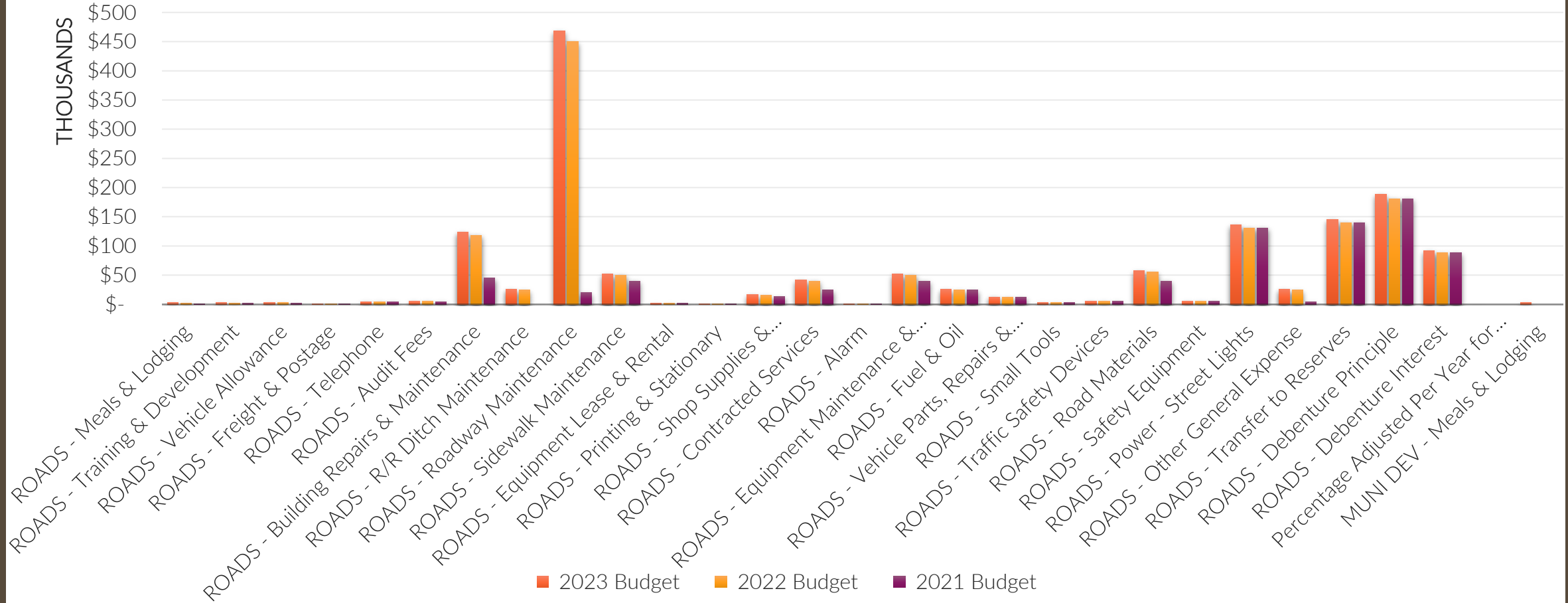
Percentage Adjusted Per Year for Expense Purposes

0% 4% 3% 3%





## 2021 - 2023 Forecasted Expenditures - Roads





# Municipal Development



51 STREET

50 STREET

49 STREET

Seniors Drop-in Centre

Woodland Park

MAIN STREET (50 AVENUE)

HIGHWAY 39

Calmar Post Office

Calmar Public Library

49 AVENUE

Royal Canadian Legion

Calmar Program Centre

HIGHWAY 795

48 A AVENUE

Zolner Park

Mike Karbonik Arena

Community Centre & Curling Rink



# Municipal Development - Operations



27 New Business Licenses in 2021



Geographic Information System (GIS) utilized in Land Use Bylaw reviews and Land Title inquiries. GIS will be continue to expand new features to become a more usefull tool not only for Planning, but PW as well



Commercial lot re-development costs



Permitting, subdivision, and most development related operations will now be handled by Parkland Community Planning Services. Director of PW and ISL Engineering will assist as required

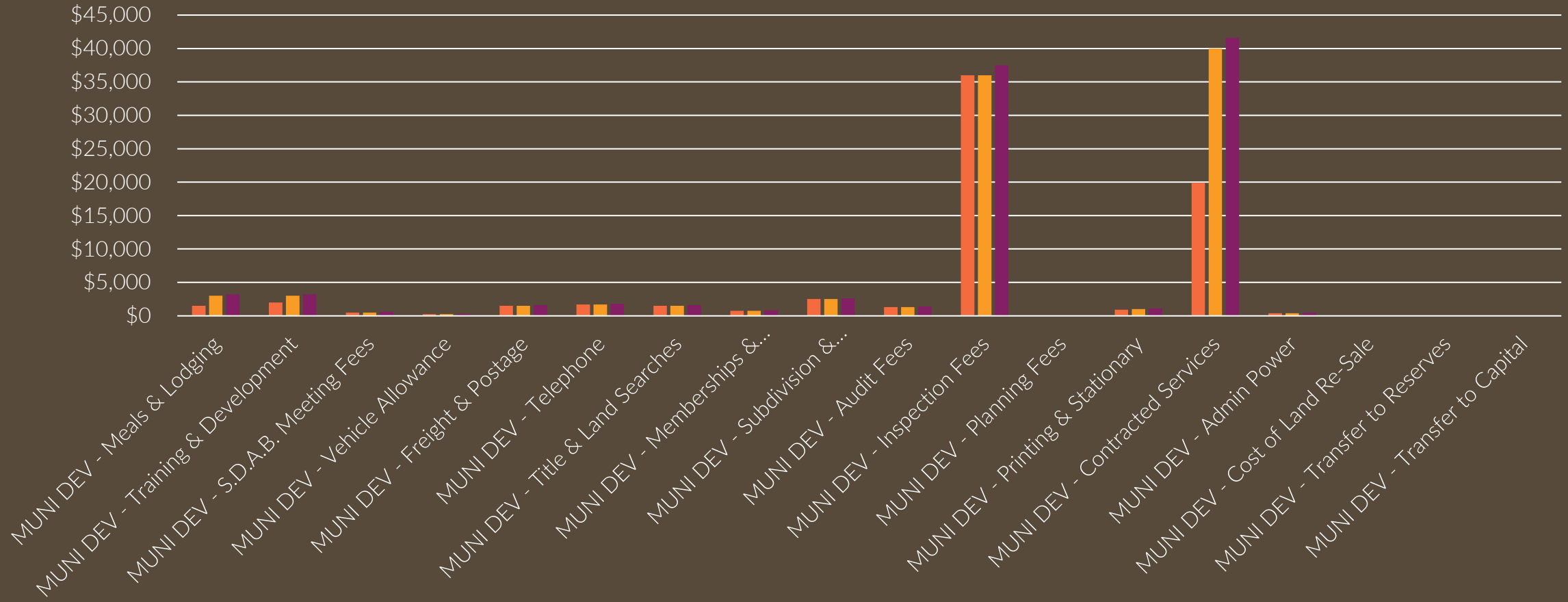
# Subdivision Development Appeal Board(SDAB)

**MGA - Division 3 - 627(1)** “A council must by bylaw (a) establish a subdivision and development appeal board, or (b) authorize the municipality to enter into an agreement with one or more municipalities to establish an intermunicipal subdivision and development appeal board”

As of **January 17<sup>th</sup>, 2022** the Town of Calmar has entered into an agreement with Parkland Community Planning Services (PCPS) for the provision of intermunicipal subdivision and development appeal board services.

**Note\*** There is insignificant revenue generated from SDAB at present, which will be subject to change with the initiation of the contracted services.

# 2021 - 2023 Forecasted Expenditures – Municipal Development





# Municipal Development Budget

	Historical YTD Data			2021 Budget Variance			Budget Forecast			
	2018 YTD	2019 YTD	2020 YTD	2021 Budget	2021 YTD	Variance	2022 Budget	2023 Budget	2024 Budget	2025 Budget
MUNI DEV - Meals & Lodging	\$ 2,093	\$ 1,014	\$ 211	\$ 1,500	\$ 826	55%	\$ 3,000	\$ 3,200	\$ 3,300	\$ 3,400
MUNI DEV - Training & Development	\$ 2,892	\$ 2,159	\$ 770	\$ 2,000	\$ 740	37%	\$ 3,000	\$ 3,200	\$ 3,300	\$ 3,400
MUNI DEV - S.D.A.B. Meeting Fees	\$ 200	\$ 100	\$ 420	\$ 500	\$ -	0%	\$ 1000	\$ 1000	\$ 1100	\$ 1200
MUNI DEV - Vehicle Allowance	\$ -	\$ 2	\$ 8	\$ 250	\$ -	0%	\$ 250	\$ 300	\$ 400	\$ 500
MUNI DEV - Freight & Postage	\$ 1,396	\$ 1,468	\$ 1,555	\$ 1,500	\$ 1,296	86%	\$ 1,500	\$ 1,600	\$ 1,700	\$ 1,800
MUNI DEV - Telephone	\$ 1,090	\$ 1,090	\$ 1,228	\$ 1,700	\$ 1,165	69%	\$ 1,700	\$ 1,800	\$ 1,900	\$ 2,000
MUNI DEV - Title & Land Searches	\$ 1,138	\$ 1,192	\$ 1,341	\$ 1,500	\$ 330	22%	\$ 1,500	\$ 1,600	\$ 1,700	\$ 1,800
MUNI DEV - Memberships & Subscriptions	\$ 250	\$ 125	\$ 629	\$ 750	\$ 354	47%	\$ 750	\$ 800	\$ 900	\$ 1,000
MUNI DEV - Subdivision & Development Costs	\$ 375	\$ -	\$ -	\$ 2,500	\$ -	0%	\$ 2,500	\$ 2,600	\$ 2,700	\$ 2,800
MUNI DEV - Audit Fees	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,300	\$ -	0%	\$ 1,300	\$ 1,400	\$ 1,500	\$ 1,600
MUNI DEV - Inspection Fees	\$ 38,203	\$ 19,208	\$ 28,748	\$ 36,000	\$ 15,491	43%	\$ 36,000	\$ 37,500	\$ 38,700	\$ 39,900
MUNI DEV - Planning Fees	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
MUNI DEV - Printing & Stationary	\$ 728	\$ 537	\$ 810	\$ 900	\$ 662	74%	\$ 1,000	\$ 1,100	\$ 1,200	\$ 1,300
MUNI DEV - Contracted Services	\$ 40,159	\$ 12,200	\$ 57,100	\$ 19,900	\$ 13,820	69%	\$ 75,000	\$ 75,500	\$ 76,000	\$ 76,500
MUNI DEV - Admin Power	\$ 300	\$ 300	\$ -	\$ 400	\$ -	0%	\$ 400	\$ 500	\$ 600	\$ 700
MUNI DEV - Cost of Land Re-Sale	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
MUNI DEV - Transfer to Reserves	\$ 3,676	\$ 4,981	\$ 3,121	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
MUNI DEV - Transfer to Capital	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
MUNI DEV - Engineering Fees	\$ 41,443	\$ 121,715	\$ 72,057	\$ 55,000	\$ 102,379	186%	\$ 60,000	\$ 62,400	\$ 64,300	\$ 66,300
MUNI DEV - Legal Fees	\$ 11,743	\$ 39,280	\$ 5,306	\$ 45,000	\$ 18,240	41%	\$ 45,000	\$ 46,800	\$ 48,300	\$ 49,800
	<b>\$ 146,686</b>	<b>\$ 206,371</b>	<b>\$ 174,304</b>	<b>\$ 170,700</b>	<b>\$ 155,303</b>	<b>100%</b>	<b>\$ 233,400</b>	<b>\$ 240,400</b>	<b>\$ 247,200</b>	<b>\$ 253,600</b>
<b>Percentage Adjusted Per Year for Expense Purposes</b>							<b>0%</b>	<b>4%</b>	<b>3%</b>	<b>3%</b>



\* Contracted service forecast subject to Parkland Community Planning Services. A reduction to human resource costs will offset this increase

# Revenues

	Historical YTD Data			2021 Budget Variance			Budget Forecast			
	2018 YTD	2019 YTD	2020 YTD	2021 Budget	2021 YTD	Variance	2022 Budget	2023 Budget	2024 Budget	2025 Budget
MUNI DEV - Service Fees	\$ (4,566)	\$ (6,435)	\$ (6,535)	\$ (3,500)	\$ (7,315)	209%	\$ 7,300	\$ 7,300	\$ 7,300	\$ 7,300
MUNI DEV - Subdivision Fees	\$ (1,470)	\$ (200)	\$ (2,800)	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
MUNI DEV - Development Permits	\$ (4,470)	\$ (2,605)	\$ (3,000)	\$ (4,500)	\$ (7,100)	158%	\$ 7,100	\$ 7,100	\$ 7,100	\$ 7,100
MUNI DEV - Building Permits	\$ (63,423)	\$ (49,063)	\$ (29,717)	\$ (60,000)	\$ (61,065)	102%	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000
MUNI DEV - Other General Revenue	\$ (2,044)	\$ -	\$ (1,730)	\$ (3,000)	\$ -	0%	\$ -	\$ -	\$ -	\$ -
MUNI DEV - Conditional Grants - Provincial	\$ -	\$ -	\$ (2,000)	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
MUNI DEV - Contributed from Reserves	\$ -	\$ (58,495)	\$ (59,770)	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
	\$ (75,973)	\$ (116,798)	\$ (105,552)	\$ (71,000)	\$ (75,480)	93%	74400	74400	74400	74400
	Historical YTD Data			2021 Budget Variance			Budget Forecast			
	2018 YTD	2019 YTD	2020 YTD	2021 Budget	2021 YTD	Variance	2022 Budget	2023 Budget	2024 Budget	2025 Budget
PUB WORKS - Other General Revenue	\$ (26,283)	\$ (18,818)	\$ (4,985)	\$ (5,000)	\$ (7,935)	159%	\$ 7,900	\$ 7,900	\$ 7,900	\$ 7,900
PUB WORKS - Drawn from Reserves	\$ -	\$ (48,661)	\$ (199,979)	\$ (236,055)	\$ -	0%	\$ -	\$ -	\$ -	\$ -
	\$ (26,283)	\$ (67,479)	\$ (204,964)	\$ (241,055)	\$ (7,935)	32%	7900	7900	7900	7900

2021 Public Works Draw from Reserve:  
 Debenture Stability Reserve \$191,078  
 Operating Contingency (Shop Security) \$30,000  
 Operating Contingency (Street Lights) \$14,875



# Utilities & Environment







# Utilities Governance

- *The Alberta Utilities Commission(AUC) is the corporation that regulates utility service provision within our province.*
- *This independent regulator has been established in accordance with the Alberta Utilities Commission Act*



## Utilities & Environment:

- Water & Sanitary Services
- Waste Disposal
- Environment including Recycling and Compost

### **Municipal Government Act: Duty to supply utility service**

**34(1)** If the system or works of a municipal public utility that provide a municipal utility service are adjacent to a parcel of land, the municipality must, when it is able to do so and subject to any terms, costs or charges established by council, provide the municipal utility service to the parcel on the request of the owner of the parcel.

**(2)** If the system or works of a municipal public utility that provide a municipal utility service are adjacent to a parcel of land, the municipality may, when it is able to do so and subject to any terms, costs or charges established by council, provide the municipal utility service to the parcel on the request of the occupant of the parcel who is not the owner.

1994 cM-26.1 s34



# Water & Sewer



# Water

**The Town's drinking water is obtained from the City of Edmonton as a member of Regional Water Services Commission.**

The fees charged for these operations pay for the water meter, monthly billing and maintenance of fire hydrants. Operations expenses include infrastructure, operation and maintenance costs. The town charges fees to residence for these operations the actual cost for each household will depend on the volume of water used.

# Water Service Charges

## SINGLE FAMILY, DUPLEXES, AND FOURPLEX DWELLING UNITS:

- \$93.00 Flat rate = on first 10.88 m<sup>3</sup> (2400 Gallons)
- \$3.60 / m<sup>3</sup> thereafter



## CHURCHES, CLUBS, ASSOCIATIONS AND CHARITABLE ORGANIZATIONS:

- \$80.00 Flat rate = on first 10.88 m<sup>3</sup> (2400 Gallons)
- \$ 1.81 /m<sup>3</sup> thereafter

## PUBLIC, INSTITUTIONAL, SCHOOLS:

- \$89.00 Flat rate = on first 10.88 m<sup>3</sup> (2400 Gallons)
- \$1.81 / m<sup>3</sup> thereafter



## APARTMENTS, CONDOMINIUMS, AND SENIORS APARTMENTS:

- No Flat Rate
- \$3.60 / m<sup>3</sup>

## COMMERCIAL AND INDUSTRIAL UNITS:

- \$90.00 Flat rate = on first 10.88 m (2400 Gallons)
- \$2.03 / m<sup>3</sup> thereafter



# Sewer Service Charges

## RESIDENTIAL:

- \$64.00 Flat rate = on first 10.88 m<sup>3</sup> (2400 Gallons)
- \$ \$0.905 / m<sup>3</sup> thereafter



## CHURCHES, CLUBS, ASSOCIATIONS AND CHARITABLE ORGANIZATIONS:

- \$49.00 Flat rate\*

## PUBLIC, INSTITUTIONAL, SCHOOLS:

- \$264.00 Flat rate\*



## APARTMENTS, CONDOMINIUMS, AND SENIORS APARTMENTS:

- No Flat Rate
- \$1.66 / m<sup>3</sup>

## COMMERCIAL AND INDUSTRIAL UNITS:

- Variable flat rate based on business type on first 10.88 m (2400 Gallons)\*

\*Variable water charges include 50% Sewer Services charges.

# Sanitary Services – Sewer & Water Infrastructure



The operation and maintenance of sewer lines. Charges for these services are made up of both a fixed rate charge and a metered charge based on your water consumption (These charges are included as 50% of the metered “Water Service Charges”).



The Town has its own solid waste collection and treatment facility.



The maintenance & operation expenses include

- Source of Supply
- Water Treatment
- Distribution
- Customer Accounts
- Administration

# Sewer - Capital 2022

For consideration at capital budget presentation



- New aerators 4 X 10hp (\$57,800.00), 8 X 7.5hp (\$103,000)
- Contingency 20% (\$192,960.00)
- Do we want to put any money in reserve for approx. \$4,000,000.00 (4 Million dollars for package waste- water treatment plant maybe 2026)



# Water Expenses

\* Leduc County Fire Services



	Historical YTD Data			2021 Budget Variance			Budget Forecast			
	2018 YTD	2019 YTD	2020 YTD	2021 Budget	2021 YTD	Variance	2022 Budget	2023 Budget	2024 Budget	2025 Budget
WATER - Meals & Lodging	\$ 3,765	\$ 3,761	\$ 2,308	\$ 1,000	\$ 304	30%	\$ 3,500	\$ 3,700	\$ 3,900	\$ 4,100
WATER - Training & Development	\$ 2,327	\$ 2,663	\$ 1,518	\$ 2,000	\$ 1,331	67%	\$ 3,500	\$ 3,700	\$ 3,900	\$ 4,100
WATER - Vehicle Allowance	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,083	104%	\$ 3,000	\$ 3,200	\$ 3,300	\$ 3,400
WATER - Freight & Postage	\$ 530	\$ 788	\$ 777	\$ 900	\$ 648	72%	\$ 900	\$ 1,000	\$ 1,100	\$ 1,200
WATER - Telephone	\$ 5,602	\$ 5,433	\$ 5,747	\$ 7,000	\$ 4,773	68%	\$ 7,000	\$ 7,300	\$ 7,600	\$ 7,900
WATER - Memberships & Subscriptions	\$ 1,415	\$ 155	\$ 274	\$ 500	\$ 940	188%	\$ 800	\$ 900	\$ 1,000	\$ 1,100
WATER - Audit Fees	\$ 3,900	\$ 4,000	\$ 3,600	\$ 4,200	\$ -	0%	\$ 4,200	\$ 4,400	\$ 4,600	\$ 4,800
WATER - Building Repairs & Maintenance	\$ 714	\$ 18	\$ 522	\$ 1,000	\$ 719	72%	\$ 1,000	\$ 1,100	\$ 1,200	\$ 1,300
WATER - Infrastructure Maintenance	\$ 27,437	\$ 11,984	\$ 36,371	\$ 45,000	\$ 33,953	75%	\$ 50,000	\$ 52,000	\$ 53,600	\$ 55,300
WATER - Equipment Lease & Rental	\$ -	\$ -	\$ -	\$ 600	\$ -	0%	\$ 600	\$ 700	\$ 800	\$ 900
WATER - Insurance	\$ 9,596	\$ 10,382	\$ 9,023	\$ 10,000	\$ 10,619	106%	\$ 12,000	\$ 12,500	\$ 12,900	\$ 13,300
WATER - Water Purchases	\$ 348,674	\$ 355,195	\$ 383,206	\$ 380,010	\$ 410,784	108%	\$ 400,000	\$ 416,000	\$ 428,500	\$ 441,400
WATER - Printing & Stationary	\$ 2,943	\$ 2,808	\$ 2,883	\$ 4,000	\$ 3,065	77%	\$ 4,000	\$ 4,200	\$ 4,400	\$ 4,600
WATER - Household Goods & Miscellaneous Supplies	\$ 1,122	\$ 1,372	\$ 2,378	\$ 2,000	\$ 1,832	92%	\$ 2,000	\$ 2,100	\$ 2,200	\$ 2,300
WATER - Contracted Services	\$ 4,472	\$ 900	\$ 3,875	\$ 4,500	\$ 3,708	82%	\$ 4,500	\$ 4,700	\$ 4,900	\$ 5,100
WATER - Alarm	\$ 300	\$ 300	\$ -	\$ 300	\$ -	0%	\$ 300	\$ 400	\$ 500	\$ 600
WATER - Equipment Parts, Repairs & Maintenance	\$ 3,699	\$ 31,883	\$ 26,038	\$ 35,000	\$ 23,513	67%	\$ 35,000	\$ 36,400	\$ 37,500	\$ 38,700
WATER - Fuel & Oil	\$ 2,994	\$ 4,124	\$ 1,785	\$ 3,000	\$ 2,126	71%	\$ 3,000	\$ 3,200	\$ 3,300	\$ 3,400
WATER - Infrastructure Repairs	\$ 24,430	\$ 30,018	\$ 10,987	\$ 35,000	\$ 23,934	68%	\$ 40,000	\$ 41,600	\$ 42,900	\$ 44,200
WATER - Small Tools	\$ -	\$ 99	\$ 362	\$ 500	\$ 65	13%	\$ 3,500	\$ 3,700	\$ 3,900	\$ 4,100
WATER - Water Meters	\$ 18,624	\$ 16,670	\$ 17,403	\$ 20,000	\$ 16,233	81%	\$ 20,000	\$ 20,800	\$ 21,500	\$ 22,200
WATER - Debenture Principle	\$ -	\$ -	\$ -	\$ 60,715	\$ 60,715	100%	\$ 60,715	\$ 63,200	\$ 65,100	\$ 67,100
WATER - Debenture Interest	\$ 29,160	\$ 26,914	\$ 24,569	\$ 22,634	\$ 22,634	100%	\$ 22,634	\$ 23,600	\$ 24,400	\$ 25,200
WATER - Bad Debts	\$ 88	\$ 96	\$ 126	\$ -	\$ 20	0%	\$ -	\$ -	\$ -	\$ -
	<b>\$ 493,791</b>	<b>\$ 511,563</b>	<b>\$ 535,750</b>	<b>\$ 641,859</b>	<b>\$ 624,000</b>	<b>97%</b>	<b>\$ 682,149</b>	<b>\$ 710,400</b>	<b>\$ 733,000</b>	<b>\$ 756,300</b>

Percentage Adjusted Per Year for Expense Purposes

0% 4% 3% 3%

# Sewer Expenses

	Historical YTD Data			2021 Budget Variance			Budget Forecast			
	2018 YTD	2019 YTD	2020 YTD	2021 Budget	2021 YTD	Variance	2022 Budget	2023 Budget	2024 Budget	2025 Budget
SEWER - Meals & Lodging	\$ 2,676	\$ 2,158	\$ 176	\$ 1,000	\$ 368	37%	\$ 3,000	\$ 3,200	\$ 3,300	\$ 3,400
SEWER - Training & Development	\$ 603	\$ -	\$ 1,099	\$ 1,500	\$ 1,572	105%	\$ 3,000	\$ 3,200	\$ 3,300	\$ 3,400
SEWER - Vehicle Allowance	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 1,833	92%	\$ 3,000	\$ 3,200	\$ 3,300	\$ 3,400
SEWER - Freight & Postage	\$ 530	\$ 721	\$ 777	\$ 800	\$ 1,123	140%	\$ 1,100	\$ 1,200	\$ 1,300	\$ 1,400
SEWER - Telephone	\$ 2,255	\$ 2,528	\$ 2,402	\$ 2,500	\$ 2,141	86%	\$ 2,500	\$ 2,600	\$ 2,700	\$ 2,800
SEWER - Memberships & Subscriptions	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 800	\$ 900	\$ 1,000	\$ 1,100
SEWER - Audit Fees	\$ 3,800	\$ 4,000	\$ 3,400	\$ 4,000	\$ -	0%	\$ 4,000	\$ 4,200	\$ 4,400	\$ 4,600
SEWER - Infrastructure Repair & Maintenance	\$ 5,221	\$ 11,201	\$ 19,002	\$ 20,000	\$ 20,529	103%	\$ 50,000	\$ 52,000	\$ 53,600	\$ 55,300
SEWER - Weed Control	\$ -	\$ -	\$ -	\$ 2,500	\$ 1,415	57%	\$ 2,500	\$ 2,600	\$ 2,700	\$ 2,800
SEWER - Equipment Lease & Rental	\$ -	\$ -	\$ 170	\$ 1,000	\$ -	0%	\$ 1,000	\$ 1,100	\$ 1,200	\$ 1,300
SEWER - Printing & Stationary	\$ 401	\$ 515	\$ 393	\$ 500	\$ 418	84%	\$ 500	\$ 600	\$ 700	\$ 800
SEWER - Household Goods & Miscellaneous Supplies	\$ -	\$ 547	\$ 501	\$ 600	\$ 462	77%	\$ 600	\$ 700	\$ 800	\$ 900
SEWER - Contracted Services	\$ 12,286	\$ 15,964	\$ 17,097	\$ 15,000	\$ 24,753	165%	\$ 25,000	\$ 26,000	\$ 26,800	\$ 27,700
SEWER - Alarm	\$ -	\$ -	\$ -	\$ 200	\$ -	0%	\$ -	\$ -	\$ -	\$ -
SEWER - Equipment Parts, Repairs & Maintenance	\$ 13,689	\$ 7,404	\$ 9,526	\$ 15,000	\$ 16,359	109%	\$ 17,000	\$ 17,700	\$ 18,300	\$ 18,900
SEWER - Fuel & Oil	\$ 1,000	\$ 2,238	\$ 715	\$ 2,000	\$ 1,266	63%	\$ 2,000	\$ 2,100	\$ 2,200	\$ 2,300
SEWER - Vehicles Parts, Repairs & Maintenance	\$ -	\$ 644	\$ 835	\$ 2,000	\$ -	0%	\$ 2,000	\$ 2,100	\$ 2,200	\$ 2,300
SEWER - Small Tools	\$ -	\$ -	\$ 252	\$ 500	\$ 437	87%	\$ 500	\$ 600	\$ 700	\$ 800
SEWER - Water & Sewer Infrastructure	\$ -	\$ 1,549	\$ 24,777	\$ 10,000	\$ 11,290	113%	\$ 11,000	\$ 11,000	\$ 11,500	\$ 11,500
SEWER - Chemical Supplies	\$ 8,773	\$ 12,764	\$ 13,621	\$ 15,000	\$ 7,458	50%	\$ 15,000	\$ 15,600	\$ 16,100	\$ 16,600
SEWER - Transfer to Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
SEWER - Debenture Principle	\$ (0)	\$ -	\$ -	\$ 75,272	\$ 75,271	100%	\$ 75,272	\$ 78,300	\$ 80,700	\$ 83,200
SEWER - Debenture Interest	\$ 28,346	\$ 25,214	\$ 21,932	\$ 19,043	\$ 19,043	100%	\$ 19,043	\$ 19,900	\$ 20,500	\$ 21,200
SEWER - Engineering Fees	\$ -	\$ -	\$ -	\$ 10,000	\$ -	0%	\$ 10,000	\$ 10,400	\$ 10,800	\$ 11,200
	\$ 81,579	\$ 89,447	\$ 118,674	\$ 200,415	\$ 185,738	93%	\$ 248,815	\$ 266,940	\$ 268,100	\$ 276,900
<b>Percentage Adjusted Per Year for Expense Purposes</b>							<b>0%</b>	<b>4%</b>	<b>3%</b>	<b>3%</b>



# Sewer & Water Revenues

	Historical YTD Data			2021 Budget Variance			Budget Forecast			
	2018 YTD	2019 YTD	2020 YTD	2021 Budget	2021 YTD	Variance	2022 Budget	2023 Budget	2024 Budget	2025 Budget
SEWER - Sanitary Sewer Fees	\$ (376,119)	\$ (383,794)	\$ (399,795)	\$ (398,000)	\$ (408,229)	103%	\$ (400,000)	\$ (400,000)	\$ (400,000)	\$ (400,000)
SEWER - Water & Sewer Infrastructure	\$ (86,995)	\$ (88,740)	\$ (92,833)	\$ (89,000)	\$ (94,469)	106%	\$ (89,000)	\$ (89,000)	\$ (89,000)	\$ (89,000)
	\$ (463,115)	\$ (472,534)	\$ (492,629)	\$ (487,000)	\$ (502,698)	103%	\$ (489,000)	\$ (489,000)	\$ (489,000)	\$ (489,000)

	Historical YTD Data			2021 Budget Variance			Budget Forecast			
	2018 YTD	2019 YTD	2020 YTD	2021 Budget	2021 YTD	Variance	2022 Budget	2023 Budget	2024 Budget	2025 Budget
WATER - Sale of Water	\$ (542,585)	\$ (583,734)	\$ (603,947)	\$ (601,681)	\$ (622,589)	103%	\$ (673,812)	\$ (673,812)	\$ (673,812)	\$ (673,812)
WATER - Water Connection Fees	\$ (4,810)	\$ (8,925)	\$ (6,301)	\$ (10,000)	\$ (12,730)	127%	\$ (12,000)	\$ (12,000)	\$ (12,000)	\$ (12,000)
WATER - Sale of Bulk Water	\$ (50,407)	\$ (39,566)	\$ (39,939)	\$ (40,000)	\$ (58,109)	145%	\$ (58,000)	\$ (58,000)	\$ (58,000)	\$ (58,000)
WATER - Penalties and Costs	\$ (5,437)	\$ (5,852)	\$ (3,711)	\$ (5,000)	\$ (5,087)	102%	\$ (5,000)	\$ (5,000)	\$ (5,000)	\$ (5,000)
WATER - Interest Stabilization	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
WATER - Other Revenue Water	\$ (6,000)	\$ (5,895)	\$ (6,001)	\$ (6,000)	\$ (6,000)	100%	\$ (6,000)	\$ (6,000)	\$ (6,000)	\$ (6,000)
WATER - Drawn from Reserves	\$ -	\$ -	\$ -	\$ (20,000)	\$ -	0%	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ (682,681)	\$ (704,516)	103%	\$ (754,812)	\$ (754,812)	\$ (754,812)	\$ (754,812)



# Garbage, Recycling, Organics



# NEW public drop-off area at regional landfill

The Leduc & District Regional Waste Management Facility provides residents with a cost-effective, environmentally-friendly way to manage waste.

Serving residents in Leduc, Beaumont, Devon, Leduc County and Calmar, the regional facility has been enhanced to offer a new public drop-off area that will reduce wait times, provide safer vehicle access and more opportunity to sort recyclables. It features a paved entry, new scale and circular exit route and will allow residents to have a cleaner, easier and faster experience.

## Material Accepted:

- Residential & commercial waste
- Household hazardous waste
- General organics & yard waste
- Used oil & oil filters
- Clean wood
- E-waste
- Blue bag recyclables
- Scrap metal & white goods
- Tires
- Propane tanks

## HOURS OF OPERATION

	M / T	W	Th / F / S
<b>SUMMER</b> (May 1 - Sept. 15)	9-5	9-9	9-5
<b>WINTER</b> (Sept. 16 - April 30)	9-5	9-5	9-5

Closed Sundays, Christmas Day, Boxing Day & New Year's Day.  
Open 9-3 Dec. 24 and Dec. 31.



**Location:** 49444 Range Road 244, Leduc County – 1.6 km east of Leduc city limits along Rollyview Road and 0.8 km north on RR 244.



< To CITY OF LEDUC ROLLYVIEW ROAD

### NEW PUBLIC DROP-OFF AREA

- 1 Proceed to the new scales.
- 2 Weigh in and proceed up the ramp onto the elevated loop where all materials bins are located.
- 3 Drop off your waste, recycling, organics and other accepted materials.
- 4 Proceed down the ramp and weigh out.
- 5 Follow the signs back to the entrance road.

**Fees:** Waste disposal and recycling is free for residents of the five member municipalities with a resident card. Fees apply to special items, such as fridges. To learn more and to apply for a resident card, please visit [leducregionallandfill.ca](http://leducregionallandfill.ca). Commercial and out-of-boundary fees also apply.



# Waste Disposal

The Town of Calmar's waste is trucked to Leduc & District Waste Management Facility, which is located 4km East of Leduc on RollyView Road. All Calmar Residents are eligible for a Leduc & District Regional Landfill Resident Card.

# Waste Disposal Expenses

	Historical YTD Data			2021 Budget Variance			Budget Forecast			
	2018 YTD	2019 YTD	2020 YTD	2021 Budget	2021 YTD	Variance	2022 Budget	2023 Budget	2024 Budget	2025 Budget
GARBAGE - Freight & Postage	\$ 530	\$ 721	\$ 777	\$ 600	\$ 648	108%	\$ 600	\$ 700	\$ 800	\$ 900
GARBAGE - Audit Fees	\$ 3,800	\$ 4,000	\$ 3,400	\$ 4,100	\$ -	0%	\$ 4,100	\$ 4,300	\$ 4,500	\$ 4,700
GARBAGE - Landfill Fees & Charges	\$ 48,589	\$ 51,262	\$ 50,051	\$ 55,000	\$ 17,311	31%	\$ 55,000	\$ 57,200	\$ 59,000	\$ 60,800
GARBAGE - Printing & Stationary	\$ 400	\$ 348	\$ 393	\$ 500	\$ 418	84%	\$ 500	\$ 600	\$ 700	\$ 800
GARBAGE - Contracted Services	\$ 25,058	\$ 25,313	\$ 27,286	\$ 27,000	\$ 26,455	98%	-	-	-	-
GARBAGE - Recycling Service Contract	\$ 36,654	\$ 38,417	\$ 39,489	\$ 45,000	\$ 34,189	76%	-	-	-	-
GARBAGE - Garbage Service Contract	\$ 86,515	\$ 89,355	\$ 91,481	\$ 94,960	\$ 94,000	99%	\$ 97,809	\$ 101,800	\$ 104,900	\$ 108,100
GARBAGE - Other General Expense	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 1,200	\$ 1,300	\$ 1,400	\$ 1,500
GARBAGE - Transfer to Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 1,900	\$ 2,000	\$ 2,100	\$ 2,200
	\$ 201,547	\$ 209,417	\$ 212,877	\$ 227,160	\$ 173,022	76%	\$ 161,109	\$ 167,900	\$ 173,400	\$ 179,000
<b>Percentage Adjusted Per Year for Expense Purposes</b>							<b>0%</b>	<b>4%</b>	<b>3%</b>	<b>3%</b>

GFL has indicated a 3% annual increase over a 5-year contract

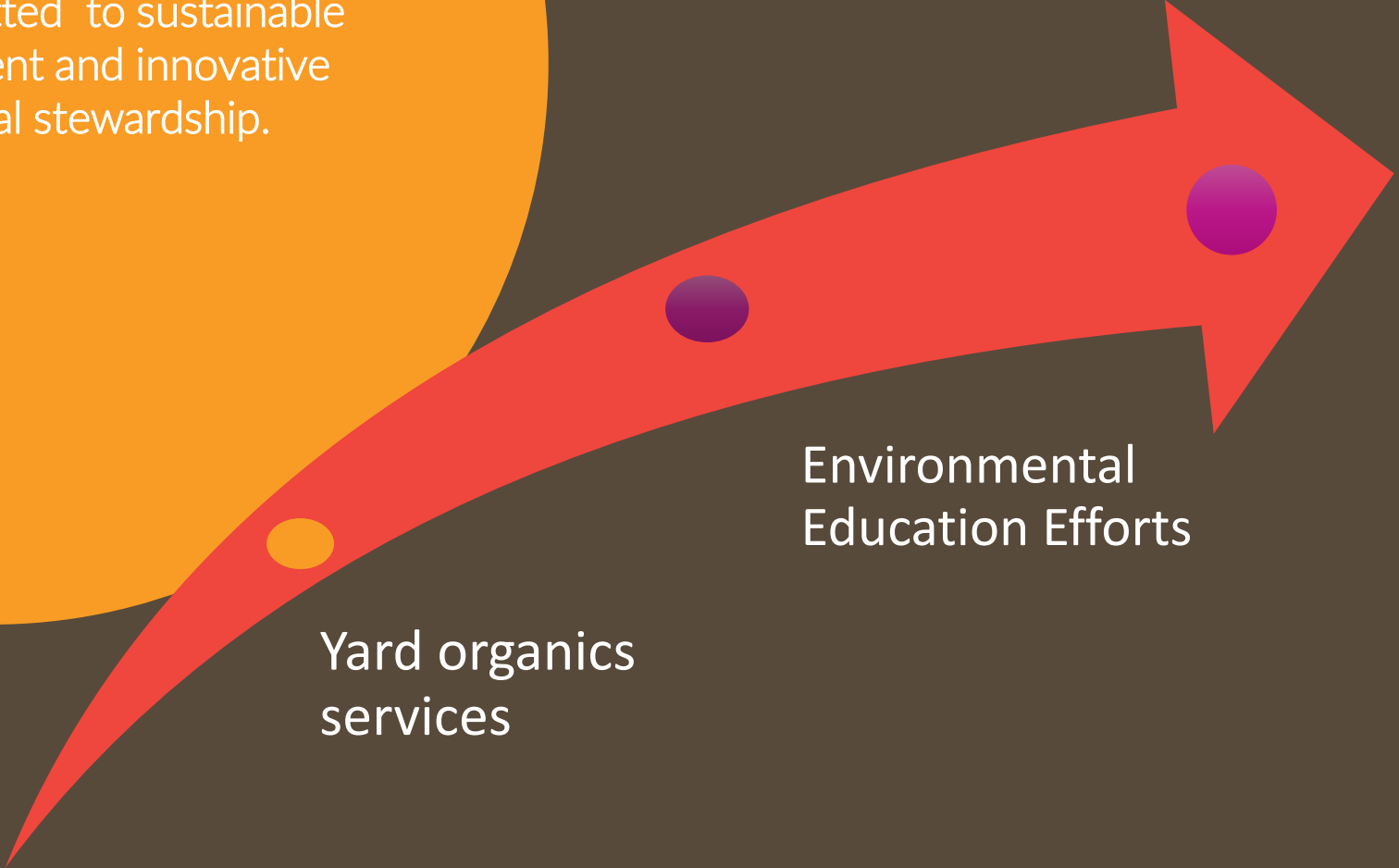






Calmar is committed to sustainable asset management and innovative environmental stewardship.

# Environment - Compost



Yard organics services

Environmental Education Efforts

Half year **yard and household organics**



# Environmental Expenses

	Historical YTD Data			2021 Budget Variance			Budget Forecast			
	2018 YTD	2019 YTD	2020 YTD	2021 Budget	2021 YTD	Variance	2022 Budget	2023 Budget	2024 Budget	2025 Budget
RECYCLING - Contracted Services	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 27,000	\$ 28,100	\$ 29,000	\$ 29,900
RECYCLING - Recycling Service Contract	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 45,000	\$ 46,800	\$ 48,300	\$ 49,800
Leduc Eco Station Cost Share							2500	2500	3000	3500
	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 74,500	\$ 77,400	\$ 80,300	\$ 83,200
Percentage Adjusted Per Year for Expense Purposes							0%	4%	3%	3%



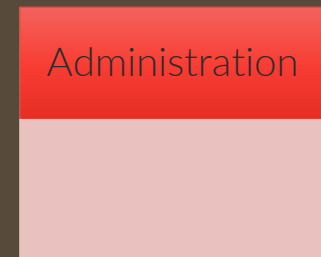
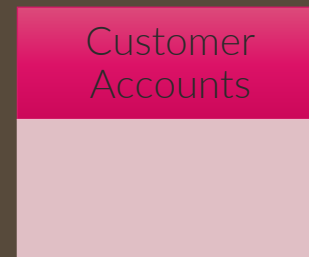
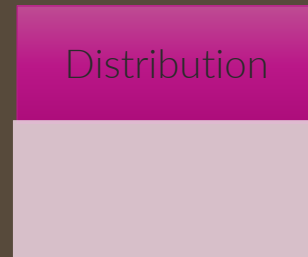
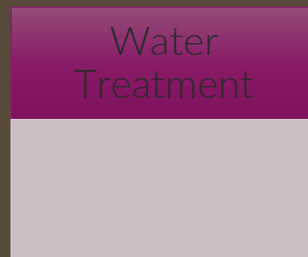
\*See Garbage – Contracted Services & Garbage Recycling Service Contract for previous year totals.

# Garbage Recycling Revenues

	Historical YTD Data			2021 Budget Variance			Budget Forecast			
	2018 YTD	2019 YTD	2020 YTD	2021 Budget	2021 YTD	Variance	2022 Budget	2023 Budget	2024 Budget	2025 Budget
GARBAGE - Garbage Service Fees	\$ (167,230)	\$ (175,905)	\$ (184,460)	\$ (176,000)	\$ (188,434)	107%	\$ (176,000)	\$ (176,000)	\$ (176,000)	\$ (176,000)
GARBAGE - Recycling Fees	\$ (76,978)	\$ (81,147)	\$ (88,390)	\$ (81,000)	\$ (86,758)	107%	\$ (86,000)	\$ (86,000)	\$ (86,000)	\$ (86,000)
GARBAGE - Other General Revenue	\$ (12,001)	\$ (10,517)	\$ (6,358)	\$ -	\$ (10,745)	0%	\$ -	\$ -	\$ -	\$ -
GARBAGE - Drawn from Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
	\$ (256,209)	\$ (267,570)	\$ (279,208)	\$ (257,000)	\$ (285,937)	111%	\$ (262,000)	\$ (262,000)	\$ (262,000)	\$ (262,000)

# Depreciation

## Assets

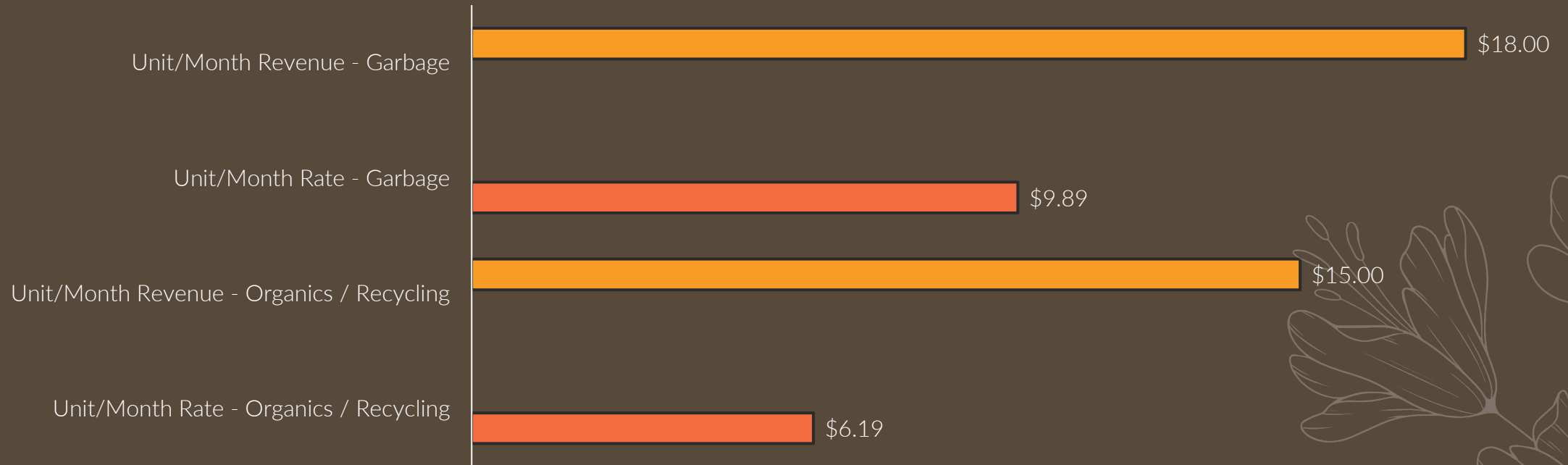




# Monthly Garbage/Recycling/Organic Cost Recovery

Chart Title

■ Revenue ■ Rate



\* The difference in rate/revenue reflects infrastructure maintenance and staffing costs.

# Full Cost Accounting Program

The Full Cost Accounting Program is intended to promote fiscal planning amongst municipal waterworks systems. One of the factors contributing to the sustainability of a waterworks system is a sound financial plan that addresses the system's assets and operations. This in turn requires the costs associated with the provision of safe, secure supplies of drinking water to be readily available and determined in a consistent manner across the province.

Municipalities are encouraged to participate in this voluntary program that provides waterworks owners with the tools necessary to report and track infrastructure, operational and administrative costs.

*As water and sewage systems age, as quality and service level standards increase and as funding sources change, water and sewage utilities are challenged to develop cost recovery strategies that assure financial sustainability. Full cost recovery is an important strategy for sustainability.*





| **THANK YOU**







**2022 – 2024**

**Operating Budget & Plan**



# Session 4 of 6

## Administration, Protective Services

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By Donna Anderson  
Acting CAO

Contributors:  
Pasquale Leggio  
Community Peace Officer











4705 - 50 AVE

# Administration





# Our Team Members

## Corporate Services

**Deb  
Welsch**

Director of  
Corporate  
Services

**Heather Bryans**

Corporate Services  
Manager

Legislative, HR, Payroll,  
Property Taxes

**Taylor  
Thomas**

Community  
Services  
Programmer  
FCSS

**Ruth Sider**

Development  
Officer

**Darlene  
Parchoma**

Clerk 2

AP, Utilities

**Karen Buss**

Clerk 1

AR, Reception,  
Document  
Management

**Vacant**

Economic  
Development &  
Communications  
Officer

	Historical YTD Data			2021 Budget Variance			Budget Forecast			
	2018 YTD	2019 YTD	2020 YTD	2021 Budget	2021 YTD	Variance	2022 Budget	2023 Budget	2024 Budget	2025 Budget
ADMIN - Meals & Lodging	\$ 9,174	\$ 5,246	\$ 1,823	\$ 2,000	\$ 664	33%	\$ 2,000	\$ 2,100	\$ 2,200	\$ 2,300
ADMIN - Training & Development	\$ 7,221	\$ 2,721	\$ 2,889	\$ 3,000	\$ 8,691	290%	\$ 7,000	\$ 7,300	\$ 7,600	\$ 7,900
ADMIN - Vehicle Allowance	\$ 6,000	\$ 9,300	\$ 9,600	\$ 9,600	\$ 6,400	67%	\$ -	\$ -	\$ -	\$ -
ADMIN - Mileage	\$ 2,175	\$ 1,253	\$ 673	\$ 1,000	\$ -	0%	\$ 1,500	\$ 1,600	\$ 1,700	\$ 1,800
ADMIN - Freight & Postage	\$ 4,106	\$ 5,885	\$ 6,531	\$ 5,000	\$ 5,478	110%	\$ 5,500	\$ 5,700	\$ 5,900	\$ 6,100
ADMIN - Telephone	\$ 4,962	\$ 5,092	\$ 5,392	\$ 6,000	\$ 5,276	88%	\$ 6,000	\$ 6,200	\$ 6,400	\$ 6,600
ADMIN - Advertising	\$ 2,900	\$ 1,949	\$ 1,168	\$ 3,000	\$ 1,190	40%	\$ 3,000	\$ 3,100	\$ 3,200	\$ 3,300
ADMIN - Memberships & Subscriptions	\$ 1,935	\$ 1,583	\$ 1,901	\$ 2,000	\$ 2,418	121%	\$ 3,000	\$ 3,100	\$ 3,200	\$ 3,300
ADMIN - Recognition & Bonuses	\$ 8,189	\$ 7,500	\$ 8,785	\$ 9,500	\$ 7,178	76%	\$ 9,500	\$ 9,800	\$ 10,100	\$ 10,500
ADMIN - Auditor	\$ 5,445	\$ 5,500	\$ 5,000	\$ 6,000	\$ -	0%	\$ 6,200	\$ 6,400	\$ 6,600	\$ 6,800
ADMIN - Assessment Services	\$ 17,371	\$ 17,964	\$ 17,744	\$ 18,500	\$ 8,908	48%	\$ 19,500	\$ 20,100	\$ 20,800	\$ 21,500
ADMIN - Legal Fees	\$ 11,442	\$ 7,823	\$ 14,439	\$ 10,000	\$ 12,088	121%	\$ 13,000	\$ 13,400	\$ 13,900	\$ 14,400
ADMIN - Building Repairs & Maintenance	\$ 8,587	\$ 7,015	\$ 23,078	\$ 8,000	\$ 3,319	41%	\$ 8,000	\$ 8,300	\$ 8,600	\$ 8,900
ADMIN - Insurance	\$ 5,648	\$ 6,364	\$ 5,352	\$ 6,000	\$ 6,838	114%	\$ 7,000	\$ 7,300	\$ 7,600	\$ 7,900
ADMIN - Entertainment & Hospitality	\$ 854	\$ 965	\$ 234	\$ 1,500	\$ -	0%	\$ 3,500	\$ 3,700	\$ 3,900	\$ 4,100
ADMIN - Printing & Stationery	\$ 4,409	\$ 3,392	\$ 3,388	\$ 5,500	\$ 7,115	129%	\$ 7,500	\$ 7,800	\$ 8,100	\$ 8,400
ADMIN - Household Goods & Misc. Supplies	\$ 6,096	\$ 6,877	\$ 6,918	\$ 6,000	\$ 5,615	94%	\$ 6,000	\$ 6,200	\$ 6,400	\$ 6,600
ADMIN - Janitor Contract	\$ -	\$ -	\$ 3,720	\$ -	\$ -	0%	\$ 11,700	\$ 12,100	\$ 12,500	\$ 12,900
ADMIN - Equipment Leases & Contracts	\$ 59,154	\$ 68,096	\$ 76,350	\$ 75,000	\$ 129,452	173%	\$ 130,000	\$ 133,900	\$ 138,000	\$ 142,200
ADMIN - Alarm Maintenance	\$ 551	\$ 658	\$ 390	\$ 700	\$ 300	43%	\$ 700	\$ 800	\$ 900	\$ 1,000
ADMIN - Equipment Parts, Repairs & Maintenance	\$ 6,719	\$ 7,298	\$ 4,304	\$ 10,000	\$ 14,585	146%	\$ 16,000	\$ 16,500	\$ 17,000	\$ 17,600
ADMIN - Power	\$ 2,892	\$ 2,470	\$ 3,252	\$ 3,000	\$ 2,751	92%	\$ 3,500	\$ 3,700	\$ 3,900	\$ 4,100
ADMIN - Natural Gas	\$ 1,494	\$ 1,829	\$ 1,654	\$ 1,500	\$ 1,987	132%	\$ 2,000	\$ 2,100	\$ 2,200	\$ 2,300
ADMIN - Other General Expenses	\$ 1,753	\$ -	\$ 11,885	\$ 4,200	\$ 6,352	151%	\$ 6,500	\$ 6,700	\$ 7,000	\$ 7,300
ADMIN - Bank Charges & Fees	\$ 4,869	\$ 5,138	\$ 4,745	\$ 3,000	\$ 5,869	196%	\$ 6,000	\$ 6,200	\$ 6,400	\$ 6,600
ADMIN - Contingency Fund	\$ 1,612	\$ 1,835	\$ 4,501	\$ 60,000	\$ (966)	-2%	\$ 60,000	\$ 61,800	\$ 63,700	\$ 65,700
	\$ 185,561	\$ 183,753	\$ 225,718	\$ 260,000	\$ 241,510	93%	\$ 344,600	\$ 355,900	\$ 367,800	\$ 380,100
								3%	3%	3%



The most significant change to the administration budget is in the Equipment line. This will accommodate the purchase of ups systems for workstations in 2022 as well as replacement of workstations year over year in a phased replacement plan. In addition to that training, meals and travel have increased in anticipation of in person attendance to conferences etc.

	Historical YTD Data			2021 Budget Variance			Budget Forecast			
	2018 YTD	2019 YTD	2020 YTD	2021 Budget	2021 YTD	Variance	2022 Budget	2023 Budget	2024 Budget	2025 Budget
ADMIN - Administration Costs Recovered	\$ (8,834)	\$ (6,849)	\$ (13,893)	\$ (400)	\$ (3,299)	825%	\$ (400)	\$ (500)	\$ (600)	\$ (700)
ADMIN - Assessment Appeals	\$ -	\$ -	\$ (500)	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
ADMIN - Tax Recovery Properties - Property Revenue	\$ -	\$ -	\$ (67,812)	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
ADMIN - Other Revenue - Administration	\$ (9,185)	\$ (6,506)	\$ (9,476)	\$ (1,500)	\$ (19,349)	1290%	\$ -	\$ -	\$ -	\$ -
ADMIN - Provincial Conditional Grants	\$ (82,761)	\$ (78,403)	\$ (28,212)	\$ (29,570)	\$ (257,947)	872%	\$ (25,000)	\$ (25,800)	\$ (26,600)	\$ (27,400)
ADMIN - Drawn from Reserves	\$ -	\$ -	\$ (20,730)	\$ (105,000)	\$ -	0%	\$ -	\$ -	\$ -	\$ -
	\$ (100,779)	\$ (91,758)	\$ (140,623)	\$ (136,470)	\$ (280,595)	206%	0	0	0	0
								3%	3%	3%

Reoccurring revenue for administration includes the MSI Operating grant. Other revenues are conditional and often one-time occurrences.

2021 revenues include a \$230,605 dollar grant intended to offset the extra costs of managing COVID.

### *Municipal Operating Support Transfer (MOST)*

#### *Overview*

*Municipalities have experienced significant financial impacts due to the COVID-19 pandemic. The Government of Alberta and the Government of Canada are providing operating funding support to municipalities through the Municipal Operating Support Transfer (MOST). This funding is provided as part of the Safe Restart Agreement.*

*This program will support municipalities by funding incremental costs and reduced revenues associated with the pandemic and actions taken in response to it.*



# Protective Services, Policing, & Bylaw



# 2022 Capital

## For consideration at 2022 capital budget deliberations

- ◀ New Vehicle: \$60,000.00
- ◀ CAMERA PHASE 3 – Single camera at memorial wall live stream: \$6000.00
- CAMERA PHASE 4 – East and South industrial park - 6 cameras, 2 radios: \$20,000.00
- CAMERA PHASE 5 – Middle 795 x New firehall. – 2 cameras/1 radio: \$7000.00
- CAMERA PHASE 6 – Middle Hwy 39 x 52st north – 2 cameras/1 radio: \$7000.00



# Animal Services



Animal services include enforcement of Cat & Dog bylaws regulations including but not limited to:

- Vicious cats and dogs
- At large cats and dogs
- A nuisance cats and dogs

Should council wish to pursue additional services provision related to urban hens, livestock, birds, reptiles, amphibians or other mammals they may direct administration.

# Department 26 - Previous Years Expenditures

	2018 YTD	2019 YTD	2020 YTD	2021 Budget	2021 YTD	Variance
Meals & Lodging	\$ 4,104	\$ 99	\$ 1,555	\$ 1,500	\$ 47	3%
Training & Development	\$ 3,414	\$ 2,552	\$ 500	\$ 3,000	\$ -	0%
Vehicle Expense	\$ 3,600	\$ -	\$ -	\$ 250	\$ -	0%
Vehicle Allowance	\$ -	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,300	92%
Freight & Postage	\$ 1,476	\$ 1,601	\$ 1,613	\$ 1,200	\$ 1,495	125%
Telephone	\$ 2,033	\$ 1,730	\$ 1,771	\$ 2,500	\$ 1,718	69%
Memberships & Subscriptions	\$ 1,001	\$ 2,954	\$ 2,949	\$ 3,600	\$ 3,132	87%
Victims Services	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ -	0%
Audit Fees	\$ 2,500	\$ 2,700	\$ 2,700	\$ 2,900	\$ -	0%
Vet & Pound Fees	\$ 5,107	\$ 5,653	\$ 5,506	\$ 4,500	\$ 3,171	70%
Printing & Stationary	\$ 1,290	\$ 689	\$ 790	\$ 1,500	\$ 830	55%
Household Goods & Miscellaneous Supplies	\$ 3,324	\$ 729	\$ 417	\$ 1,000	\$ 271	27%
Equipment Parts, Repairs & Maintenance	\$ 8,523	\$ 15,106	\$ 4,453	\$ 13,000	\$ 6,875	53%
Fuel & Oil	\$ 3,704	\$ 3,039	\$ 2,465	\$ 4,000	\$ 3,210	80%
Vehicle Parts, Repairs & Maintenance	\$ 1,728	\$ 2,241	\$ 439	\$ 2,500	\$ 2,734	109%
<b>Total Row</b>	<b>\$ 44,204</b>	<b>\$ 45,093</b>	<b>\$ 31,158</b>	<b>\$ 47,450</b>	<b>\$ 26,785</b>	<b>56%</b>



# Department 26 - Expense Forecast



# Disaster Services

## Emergency Management Act

Municipal emergency organization

“A local authority

(a) shall, at all times, be responsible for the direction and control of the local authority’s emergency response unless the Government assumes direction and control under section 19(5.1) or 22(3.1);

(b) shall approve emergency plans and programs, subject to the regulations;” (Section 11 - 2010 c5 s4;2018 c14 s8)

## Training to Support Effective Emergency Management

- Tabletop exercises
- In person/online Training for Emergency Management team.

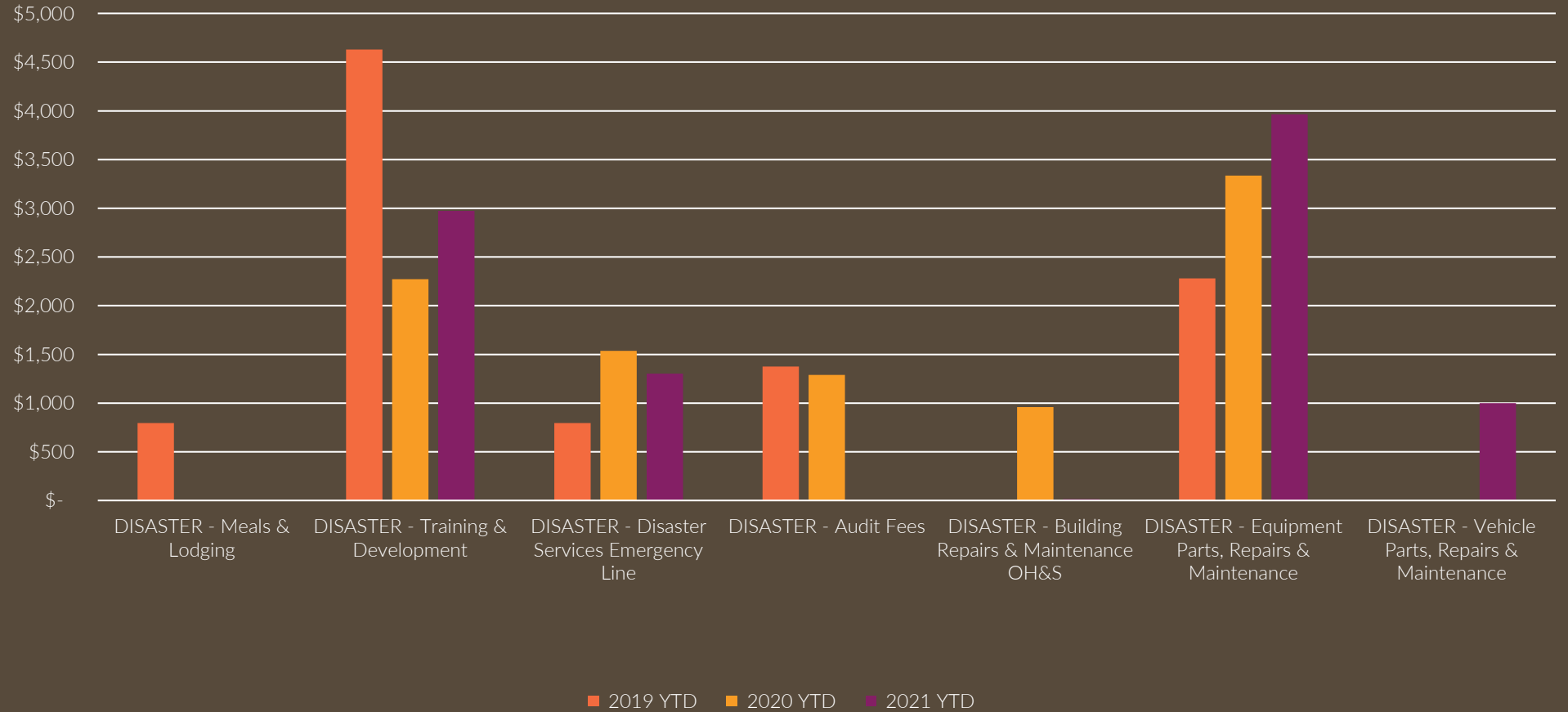
# 2022 – 2025 Disaster Services Department 24 Expense Forecast



	Budget Forecast			
	2022 Budget	2023 Budget	2024 Budget	2025 Budget
DISASTER - Meals & Lodging	\$ 3,000	\$ 3,100	\$ 3,200	\$ 3,300
DISASTER - Training & Development	\$ 70,000	\$ 72,100	\$ 74,300	\$ 76,600
DISASTER - Disaster Services Emergency Line	\$ 1,100	\$ 1,200	\$ 1,300	\$ 1,400
DISASTER - Audit Fees	\$ 1,350	\$ 1,400	\$ 1,500	\$ 1,600
DISASTER - Building Repairs & Maintenance OH&S	\$ 2,000	\$ 2,100	\$ 2,200	\$ 2,300
DISASTER - Equipment Parts, Repairs & Maintenance	\$ 3,000	\$ 3,100	\$ 3,200	\$ 3,300
DISASTER - Vehicle Parts, Repairs & Maintenance	\$ 1,000	\$ 1,100	\$ 1,200	\$ 1,300
	\$ 81,450	\$ 84,100	\$ 86,900	\$ 89,800
		3%	3%	3%



# Previous Years Expenditures Disaster Services Department 24



# Police Funding Model Implementation

## The Model

The model includes five variables that are used in calculations to distribute the province's costs:

- equalized assessment;
- population;
- crime severity;
- shadow population; and
- detachment location.

## POLICE FUNDING REGULATION

### “Requirement to pay for policing services

Pursuant to section 4(1) of the Act, each municipality shall, subject to section 4(3) of the Act, pay a cost in each fiscal year for receiving general policing services provided by the provincial police service in an amount determined by the Minister in accordance with this Regulation.” (January 2020)

# Police Services

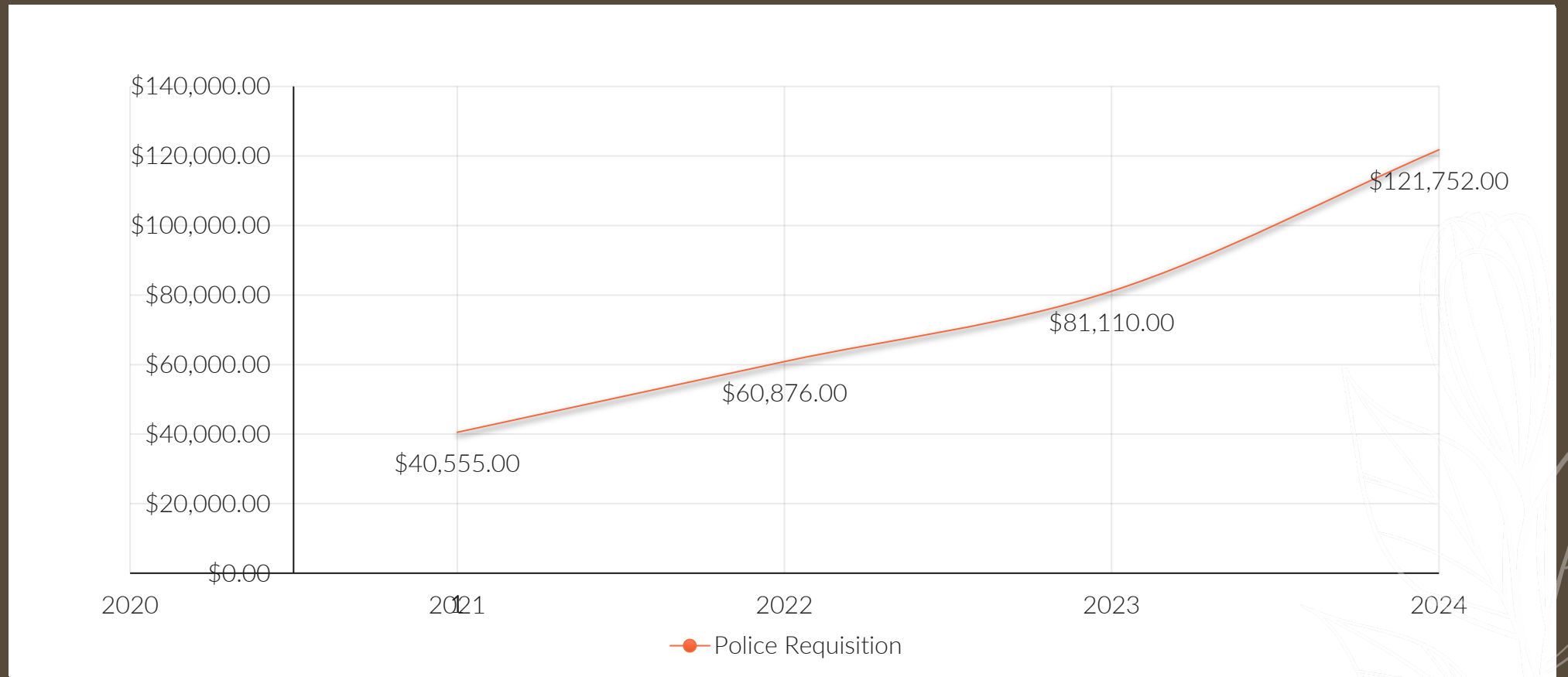
	2021	2022	2023	2024
Revenue	\$40,555.00	\$60,876.00	\$81,110.00	\$121,752
Expense	\$40,555.00	\$60,876.00	\$81,110.00	\$121,752
Offset	-	-	-	-

\* Funds will be processed as a requisition for property tax purposes



# Policing Requisition Forecast

Subject to provincial funding model



**| THANK YOU**

