



COUNCIL MEETING

MONDAY, NOVEMBER 26, 2018

7:00 P.M.

**FOR THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, NOVEMBER 26, 2018 – 7:00 P.M.
REDCLIFF TOWN COUNCIL CHAMBERS**

	<u>AGENDA ITEM</u>	<u>RECOMMENDATION</u>
	1. GENERAL	
	A) Call to Order	
	B) Adoption of Agenda	Adoption
Pg. 4	C) Accounts Payable	For Information
	2. MINUTES	
Pg. 8	A) Council meeting held November 13, 2018 *	For Adoption
Pg. 12	B) Special Council meeting held November 21, 2018 *	For Adoption
Pg. 13	C) Municipal Planning Commission meeting held November 21, 2018 *	For Information
Pg. 17	D) Redcliff Family & Community Support Services meeting held November 13, 2018 *	For Information
Pg. 18	E) Redcliff Public Library Board meeting held September 25, 2018 *	For Information
	3. BYLAWS	
Pg. 20	A) Bylaw 1873/2018, Water Rates Bylaw *	1 ST Reading
Pg. 29	B) Bylaw 1874/2018, Sewer Rates Bylaw *	1 ST Reading
Pg. 35	C) Bylaw 1875/2018, Garbage & Collection Rates Bylaw *	1 ST Reading
Pg.49	D) Bylaw 1876/2018, Fees, Rates & Charges Bylaw *	1 ST Reading
Pg.84	E) Bylaw 1877/2018, Temporary Borrowing Bylaw 2019 *	1 ST Reading
	4. REQUEST FOR DECISIONS	
Pg. 88	A) Budget 2019 Interim Approval *	For Consideration

5. POLICIES

Pg. 180	A)	Policy 10, Community Group Financial Assistance *	For Consideration
Pg.184	B)	Policy 18, Disposal of Surplus Assets and Lost or Unclaimed Property *	For Consideration
Pg. 103	C)	Policy 103, Acceptance of Unrestrained Loads at Landfill *	For Consideration

6. OTHER

Pg. 193	A)	Municipal Manager's Report to Council November 26, 2018 *	For information
Pg. 206	B)	Council Important Meetings & Events November 26, 2018 *	For Information

7. RECESS

8. IN CAMERA

- A)** Intermunicipal Collaborative Framework (FOIP Sec. 21 & 24)

9. ADJOURN

COUNCIL MEETING - NOVEMBER 26, 2018

TOWN OF REDCLIFF ACCOUNTS PAYABLE LIST - CHEQUES

<u>CHEQUE #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
83554	REBECCA ARABSKY	ADOA CONFERENCE TRAVEL	577.00
83555	CITY CHRYSLER JEEP	SEAT BELT REPAIR	80.28
83556	FCSS ASSOCIATION OF ALBERTA	MEMBERSHIP FEE	808.00
83557	FRANCOTYP POSTALIA	POSTAGE MACHINE RIBBONS	193.10
83558	HARV'S JANITORIAL SERVICE	JANITORIAL SERVICES	3,948.00
83559	REDCLIFF LEGION	MEMORIAL WREATH	80.00
83560	NEW WEST TRUCK CENTRES	FIRE ENGINE REPAIRS	5,137.11
83561	NORWOOD WATERWORKS	PVC COUPLERS	965.48
83562	PRIME PRINTING	ENVELOPES	333.90
83563	RCMP	QUARTERLY POLICING SERVICES	240,326.00
83564	RURAL MUNICIPALITIES OF AB	TRAFFIC CONES	188.53
83565	ERIC SOLBERG	SDAB TRAINING TRAVEL	326.00
83566	BRIAN STEHR	ADOA CONFERENCE TRAVEL	577.00
83567	SOUTH COUNTRY CO-OP	NITRILE GLOVES	24.13
83568	JORDAN ZUKOWSKI	ADOA CONFERENCE TRAVEL	612.00
83569	TODD READ	SDAB TRAINING TRAVEL	325.00
83570	DEBBIE ENSLEN	SIGN LANGUAGE PROGRAM	794.75
83571	BERNA LEISTMEIR	PROGRAM REFUND	60.40
83572	LOUIS-JOSEPH MARENTETTE	REFUND INACTIVE ACCOUNT CREDIT	18.71
83573	DANIEL PALIWODA	EMPLOYEE REIMBURSEMENT	80.00
83574	CHARITY SCHWEITZER	EMPLOYEE REIMBURSEMENT	26.55
83575	BRAD CHRISTIAN	SDAB TRAINING TRAVEL	326.00
83576	CLARKE STORLE	SDAB TRAINING TRAVEL	326.00
83577	UNITED RENTALS	DISCHARGE HOSE RENTAL	304.29
83578	WHOLESALE FIRE & RESCUE	FIRE TRUCK SUPPLIES	8,878.72
83579	ATB FINANCIAL MASTERCARD	VARIOUS CHARGES	14,549.98
83580	LORNE CASEY	IT SERVICES	400.00
83581	CITY OF MEDICINE HAT	INTERMUNICIPAL COLLABORATION FRAMEWORK	20,000.00
83582	PUROLATOR	PARTS FREIGHT	2,742.86
83583	REDCLIFF BAKERY	INTERMUNICIPAL DINNER EVENT	851.56
83584	SAFETY CODES	SAFETY CODES PERMIT FEES	636.05
83585	SQUAREONE CONSULTING	ASBESTOS SAMPLING	315.00
83586	PAINTING WITH VAL	SEPTEMBER PAINTING	202.50
83587	1925082 ALBERTA LTD	GARBAGE BIN LIDS	9,828.00
83588	DALE WOOD	FIREARMS COURSE	2,090.00
83589	SOUTHERN ALBERTA NEWSPAPERS	ADVERTISING	3,693.25
83590	SHAW	INTERNET SERVICES	888.47
TOTAL			\$321,514.62

TOWN OF REDCLIFF ACCOUNTS PAYABLE LIST - ELECTRONIC FUND TRANSFERS

<u>EFT#</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
01043	ACTION PARTS	HARDWARE	13.81
01044	CANADIAN LINEN & UNIFORM SERVICE	COVERALLS & TOWELS	131.28
01045	CLEANING WITH CARE	OCTOBER HOUSE CLEANING	63.00

01046	CDN UNION OF PUBLIC EMPLOYEES	UNION DUES	1,860.58
01047	REDCLIFF HOME HARDWARE	CEMENT SAW	2,246.42
01048	HYDRODIG	HYDROVAC 5 AVE & 7 ST SE	1,811.25
01049	LETHBRIDGE MOBILE SHREDDING	SHREDDING SERVICES	68.25
01050	PARTEK	HOSTED BACKUP & IT SERVICES	735.00
01051	SANATEC	FALL FESTIVAL RENTALS	178.50
01052	SCHEFFER ANDREW	PROJECT MANAGEMENT	60.38
01053	SUMMIT MOTORS	SEAT COVERS	277.94
01054	WHITE FOX GROUP	2" CRUSH	1,554.14
01055	49 NORTH LUBRICANTS	ANTIFREEZE	310.54
01056	AIR LIQUIDE	CARBON DIOXIDE	681.35
01057	BOLT SUPPLY HOUSE	RIVETS	78.90
01058	CANADIAN LINEN & UNIFORM SERVICE	COVERALLS & TOWELS	38.10
01059	COURTYARD LAW CENTRE	TAX REFUND	140.00
01060	DIGITEX	PHOTOCOPIER FEES	703.90
01061	FARMLAND SUPPLY	HYDRAULIC HOSES	481.65
01062	MEDICINE HAT NEWS	ADVERTISING	1,981.29
01063	PRO COMM SOLUTIONS	P&E DEPT ELECTRICAL WORK	252.59
01064	REDCLIFF/CYPRESS LANDFILL	TONNAGE	15,511.30
01065	RURAL MUNICIPALITIES OF AB	FLOW METERS, CABLE, EQUIPMENT	58,521.47
01066	SUN CITY FORD	RADIATOR CAP	14.33
TOTAL			\$87,715.97

TOWN OF REDCLIFF ACCOUNTS PAYABLE LIST - ATB MASTERCARD			
<u>DATE</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
10/15/2018	STAPLES	STATIONERY	344.78
10/16/2018	STAPLES	STATIONERY	37.50
10/17/2018	STAPLES	STATIONERY	17.83
10/18/2018	STAPLES	STATIONERY	20.94
10/23/2018	STAPLES	STATIONERY	23.04
10/23/2018	STAPLES	STATIONERY	47.11
10/24/2018	STAPLES	STATIONERY	3.98
10/25/2018	STAPLES	STATIONERY	11.52
10/31/2018	STAPLES	STATIONERY	74.30
10/31/2018	STAPLES	STATIONERY	133.69
10/31/2018	STAPLES	STATIONERY	8.60
10/3/2018	ESSO	FUEL	82.51
10/4/2018	SHERATON RED DEER	COURSE TRAVEL	538.23
11/2/2018	EPIC	DRAINAGE MANAGEMENT	1,569.75
11/2/2018	EPIC	ENVIRO SITE ASSESSMENT	1,464.75
10/24/2018	SERVICE PLUS INNS	TRENCHLESS TECHNOLOGY TRAVEL	334.56
10/25/2018	NRC FINANCE	ALBERTA BUILDING CODES MANUAL	383.25
10/25/2018	PANORAMA LANES	STAFF RELATIONS	63.25
10/25/2018	PANORAMA LANES	STAFF RELATIONS	102.00
10/31/2018	GLOBAL INDUSTRIAL	WHITE BOARDS	1,125.63
10/5/2018	VISIONS	DISPLAY MONITOR	270.90
10/17/2018	HERITAGE PIZZA	MPC LUNCH	89.25

10/26/2018	CANADA POST	UTILITY ARREARS LETTERS	105.26
10/26/2018	CANADA POST	UTILITY ARREARS LETTERS	105.25
10/26/2018	CANADA POST	UTILITY ARREARS LETTERS	105.25
11/2/2018	COSTCO	COUNCIL/STAFF COFFEE SUPPLIES	87.65
11/2/2018	VISIONS	MONITORS	415.80
11/4/2018	AMAZON	COMPUTER CABLES	58.66
11/5/2018	NEWEGG	COMPUTERS	2,262.54
10/5/2018	JOOMAG	ONLINE REC PROGRAMMING	212.73
10/25/2018	FABRICLAND	MEALS ON WHEELS SUPPLIES	16.80
10/25/2018	SUPERSTORE	HALLOWEEN CANDY	27.26
10/30/2018	PHARMASAVE	HALLOWEEN CANDY	15.74
10/30/2018	MACDESIGN	FCSS SUPPLIES	45.20
10/3/2018	STEINER PETROLEUM	PROPANE	32.28
10/9/2018	COSTCO	PROPANE	59.90
10/12/2018	SHELL/FLYING J	FUEL	121.35
10/15/2018	COSTCO	PROPANE	66.28
10/15/2018	STAPLES	DRAWER SET	716.09
10/16/2018	TIM HORTONS	MEETING SUPPLIES	62.65
10/17/2018	TIM HORTONS	MEETING SUPPLIES	50.05
10/18/2018	TIM HORTONS	MEETING SUPPLIES	19.52
10/18/2018	TIM HORTONS	MEETING SUPPLIES	19.83
10/19/2018	TIM HORTONS	MEETING SUPPLIES	37.10
10/22/2018	COSTCO	PROPANE	55.42
10/26/2018	COSTCO	PROPANE	65.32
10/4/2018	SKINNY'S	INTERMUNICIPAL WORK GROUP MEETING	113.87
10/9/2018	HOLIDAY INN	AUMA CONFERENCE	180.76
10/5/2018	BOSTON PIZZA	STAFF LUNCH	95.80
10/9/2018	CHAMCO	PUMP COURSE	735.00
10/29/2018	STAPLES	INK CARTRIDGE	135.71
11/2/2018	EPIC	CONSTRUCTION MANAGEMENT	1,464.75
10/4/2018	SPLASH N DASH	CAR WASH	3.75
10/17/2018	SOUTH COUNTRY CO-OP	NETTING	36.74
10/23/2018	SPLASH N DASH	CAR WASH	4.50
10/30/2018	SPLASH N DASH	CAR WASH	5.25
10/12/2018	HERITAGE PIZZA	MYCIP MEETING LUNCH	70.10
10/16/2018	COSTCO	COUNCIL/STAFF COFFEE SUPPLIES	40.95
10/31/2018	SUBWAY	BUDGET LUNCH	88.20
11/1/2018	COSTCO	PROPANE	63.29
TOTAL			\$14,549.98

<u>REDCLIFF/CYPRESS LANDFILL ACCOUNTS PAYABLE LIST - CHEQUES</u>			
<u>CHEQUE #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
00411	ATB FINANCIAL MASTERCARD	TRAVEL, HOTEL, PARTS PURCHASE	873.57
00412	FORTY MILE GAS CO-OP	LANDFILL UTILITIES	233.73
00413	H2O HAULING	WATER TO LANDFILL	115.00
00414	NANA'S & PAPA'S COIN LAUNDRY	WASH/DRY/FOLD COVERALLS	83.90
00415	RMA FUEL	LANDFILL FUEL	8,733.17
00416	SANATEC	VACUUM SEPTIC TANK	157.50
00417	SUMMIT MOTORS	WATER FILTER, SOS	485.02
00418	SUPERIOR TRUCK EQUIPMENT	HYDRAULIC FLUID	100.80
00419	TELUS MOBILITY	CELLULAR SERVICE	224.96
00420	WHITE FOX GROUP	WATER TRUCK	1,777.65
			\$12,785.30

**MINUTES OF THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
TUESDAY, NOVEMBER 13, 2018 at 7:00 P.M.**

PRESENT:	Mayor Councillors	D. Kilpatrick C. Crozier, C. Czember S. Gale, L. Leipert J. Steinke
	Acting Municipal Manager Director of Finance & Administration	S. Simon J. Tu (left at 7:56 p.m.)
	Director of Community & Protective Services	D. Thibault (left at 8:41 p.m.)
	Director of Planning & Engineering	J. Johansen
ABSENT:	Councillor	E. Solberg

1. GENERAL

	Call to Order	A) Mayor Kilpatrick called the regular meeting to order at 7:00 p.m.
2018-0433	Adoption of Agenda	B) Councillor Gale moved the Agenda be adopted as presented. - Carried.
2018-0434	Accounts Payable	C) Councillor Crozier moved the accounts payables for the Town of Redcliff and Redcliff/Cypress Regional Waste Management Authority, be received for information. - Carried.
2018-0435	Bank Summary to September 30, 2018	D) Councillor Leipert moved the Bank Summary to September 30, 2018, be received for information. - Carried.

2. DELEGATION

	Prairie Rose School Division No. 8	A) Stuart Angle, Board of Trustees Chairman of the Prairie Rose School Division No. 8, was in attendance to provide the Prairie Rose School Division No. 8 presentation regarding Rural Depopulation and Local Realities.
2018-0436		Councillor Leipert moved the Prairie Rose School Division No. 8 presentation regarding Rural Depopulation and Local Realities, be received for information. - Carried.

3. MINUTES

- | | | |
|-----------|--|---|
| 2018-0437 | Organizational Council meeting held October 22, 2018 | A) Councillor Czember moved the minutes of the Organizational Council meeting held October 22, 2018, be adopted as amended. - Carried. |
| 2018-0438 | Council meeting held October 22, 2018 | B) Councillor Crozier moved the minutes of the Council meeting held October 22, 2018, be adopted as presented. - Carried. |
| 2018-0439 | Special Council meeting held October 31, 2018 | C) Councillor Steinke moved the minutes of the Special Council meeting held October 31, 2018, be adopted as presented. - Carried. |
| 2018-0440 | Special Council meeting (2) held October 31, 2018 | D) Councillor Gale moved the minutes of the Special Council meeting (2) held October 31, 2018, be adopted as presented. - Carried. |
| 2018-0441 | Special Council meeting held November 3, 2018 | E) Councillor Leipert moved the minutes of the Special Council meeting held November 3, 2018, be adopted as presented. - Carried. |
| 2018-0442 | Redcliff & District Recreation Services Board meeting held November 5, 2018 | F) Councillor Gale moved the minutes of the Redcliff & District Recreation Services Board meeting held November 5, 2018, be received for information. - Carried. |
| 2018-0443 | Subdivision & Development Appeal Board meeting held October 16, 2018 | G) Councillor Steinke moved the minutes of the Subdivision & Development Appeal Board meeting held October 16, 2018, be received for information. - Carried. |
| 2018-0444 | Municipal Development Plan Steering Committee meeting held October 24, 2018 | H) Councillor Czember moved the minutes of the Municipal Development Plan Steering Committee meeting held October 24, 2018, be received for information. - Carried. |
| 2018-0445 | Redcliff/Cypress Regional Waste Management Authority meeting held November 8, 2018 | I) Councillor Leipert moved the minutes of the Redcliff / Cypress Regional Waste Management Authority meeting held November 8, 2018, be received for information. - Carried. |

4. REQUEST FOR DECISIONS

- | | | |
|-----------|------------------------------|---|
| 2018-0446 | Doubtful Accounts Receivable | A) Councillor Leipert moved that the Director of Finance & Administration be authorized to write off the total amount of \$12,759.70, \$9,864.74 for outstanding utility accounts, and \$2,894.96 for outstanding general accounts as presented in the enclosed list. - Carried. |
|-----------|------------------------------|---|

5. POLICIES

- | | | |
|-----------|--|---|
| 2018-0447 | Policy 099, Tangible Capital Assets (TCA) Policy | A) Councillor Crozier moved Policy 099, Tangible Capital Assets (TCA) Policy, be approved as presented. - Carried. |
| 2018-0448 | Policy 127, Town Sponsorship Policy | B) Councillor Steinke moved Policy 127, Town Sponsorship Policy, be approved as presented. - Carried. |

6. CORRESPONDENCE

- | | | |
|-----------|---|---|
| 2018-0449 | Highway 3 Twinning Development Association | A) Councillor Crozier moved correspondence from the Highway 3 Twinning Development Association dated November 1, 2018, regarding membership renewal to the Highway 3 Twinning Development Association, be received for information. - Carried. |
| 2018-0450 | Farm Safety Centre | B) Councillor Gale moved correspondence from Farm Safety Centre dated October 19, 2018 regarding request for a 2019 contribution, be received for information. - Carried. |
| 2018-0451 | Alberta Municipal Affairs
Re: Gas Tax Fund | C) Councillor Czember moved correspondence from Alberta Municipal Affairs dated October 22, 2018 regarding the Gas Tax Fund, be received for information. - Carried. |

7. OTHER

- | | | |
|-----------|---|--|
| 2018-0452 | 2018 Third Quarter Financial Reports | A) Councillor Steinke moved the 2018 Third Quarter Financial Reports, be received for information. - Carried. |
| 2018-0453 | Redcliff/Cypress Regional Waste Management Authority
Re: Landfill Graphs to October 31, 2018 | B) Councillor Crozier moved the Redcliff/Cypress Regional Waste Management Authority Landfill Graphs to October 31, 2018, be received for information. - Carried. |
| 2018-0454 | Council Important Meetings & Events November 13, 2018 | C) Councillor Steinke moved the Council Important Meetings & Events November 13, 2018, be received for information as amended to include the addition of a Special Council Meeting Wednesday, November 21, 2018 at 7:00 p.m. in Council Chambers to review the Draft Municipal Development Plan. - Carried. |

8. RECESS

Mayor Kilpatrick called for a recess at 7:56 p.m.

Director of Finance & Administration left the meeting at 7:56 p.m.

Mayor Kilpatrick reconvened the meeting at 8:07 p.m.

9. IN CAMERA (Confidential Session)

2018-0455

Councillor Gale moved to meet In Camera to discuss an Intermunicipal Collaborative Framework Project matter under Sections 21 and 24 of the *Freedom of Information and Protection of Privacy Act (FOIP)*; a Legal matter under Sections 24 and 27 of the FOIP Act; and a Land matter under Sections 16, 24, 25 and 27 of the FOIP Act at 8:07 p.m. - Carried.

Pursuant to Section 197(6) of the *Municipal Government Act*, the following members of Administration were in attendance in the closed meeting: Acting Municipal Manager and Director of Planning & Engineering in attendance for all items. Director of Community & Protective Services attended for Items A and B.

Director of Community & Protective Services left the meeting at 8:41 p.m.

2018-0456

Councillor Steinke moved to return to regular session at 9:31 p.m.

2018-0457 Land Matter

Councillor Crozier moved that Administration continue negotiations with a third party with regard to a land development matter. - Carried.

10. ADJOURNMENT

2018-0458 Adjournment

Councillor Leipert moved to adjourn the meeting at 9:32 p.m. - Carried.

Mayor

Acting Municipal Manager

**MINUTES OF THE SPECIAL MEETING OF THE REDCLIFF TOWN COUNCIL
WEDNESDAY, NOVEMBER 21, 2018 at 7:00 P.M.**

PRESENT: Mayor D. Kilpatrick (arrived at 7:15 p.m.)
Councillors C. Crozier, C. Czember
S. Gale (left at 9:30 p.m., rejoined at 9:33 p.m.)
, L. Leipert , E. Solberg, J. Steinke

Acting Municipal Manager S. Simon
Director of Planning & J. Johansen
Engineering
Planning Specialist J. Zukowski

ABSENT:

1. GENERAL

Call to Order

A) Deputy Mayor Leipert called the special meeting to order at 7:03 p.m.

2018-0459 Adoption of Agenda

B) Councillor Gale moved the Agenda be adopted as presented. - Carried.

2. NEW BUSINESS

2018-0460 Draft Municipal Development Plan Review

A) Councillor Steinke moved the Municipal Development Plan Review be received for information. Further that the changes as discussed be incorporated into the Draft Municipal Development Plan. – Carried.

Mayor Kilpatrick arrived at 7:15 p.m.

Councillor Gale left the meeting at 9:30 p.m., returned at 9:33 p.m.

3. ADJOURNMENT

2018-0461 Adjournment

Councillor Leipert moved to adjourn the meeting at 10:14 p.m. - Carried.

Mayor

Acting Municipal Manager

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION
WEDNESDAY NOVEMBER 21, 2018 – 12:30 PM
TOWN OF REDCLIFF**

PRESENT:	Members:	B. Duncan, L. Leipert, S. Gale, J. Steinke, B. Vine, J. Beach
	Development Officer	B. Stehr
	Director of Planning & Engineering	J. Johansen
	Planning Specialist	J. Zukowski
	Technical Assistant/Recording Secretary	R. Arabsky
	Manager of Legislative & Land Services	S. Simon

ABSENT: Members: N. Stebanuk

1. CALL TO ORDER

B. Duncan called the meeting to order at 12:31 p.m.

2. ADOPTION OF AGENDA

B. Vine moved that the agenda be adopted as presented. – Carried.

3. PREVIOUS MINUTES

S. Gale moved the minutes of the MPC meeting October 17, 2018 be adopted as presented.
– Carried.

4. REPORTS TO MPC

L. Leipert moved to receive for information the following Reports to MPC for the MPC Meeting of November 21, 2018:

A) Dates Development Permits advertised in Commentator

a. November 6, 2018

B) Development Permit Applications approved/denied by Development Officer.

a) Development Permit Application 18-DP-059
Carolyn Whitfield
Lot 27, Block 5, Plan 0012006 (938 Kipling Cr. SE)
Approved: Home Occupation -

- b) Development Permit Application 18-DP-060
Dan Dueck
Lot 10, Block 6, Plan 9711977 (#1 – 1500 South Highway Dr. SE)
Approved: Retail Store – Computer Repair
- c) Development Permit Application 18-DP-061
MacLean Weidemann LLP
Lot 10 - 13, Block 3, Plan 5094AV (37 Dutton Street SE)
Approved: Permit to Stay
- d) Development Permit Application 18-DP-062
Bill Crozier
Lot 18 - 20, Block 24, Plan 1117V (301 5 Street SE)
Approved: Hot Tub
- e) Development Permit Application 18-DP-063
Terry Goldade
Lot 113, Block 1, Plan 0213235 (47 Riverview Drive SE)
Approved: Accessory Building – Garden Shed
- f) Development Permit Application 18-DP-064
White Dragon Karate
Lot 17-18, Block 73, Plan 775AD (#4 – 116 Broadway Avenue E)
Approved: Change of Use – Fitness Center

C) Appeals of Development Decisions received since the last MPC Meeting.

- a. No Appeals of Development decisions have been received.

D) SDAB Decisions rendered since the last MPC Meeting.

- g) Development Permit Application 18-DP-047
Rick Wagenaar
Lot 7-9, Block 92, Plan 1117V (20 5 Street NW)
Approved with Conditions: Accessory Building - Pole Barn
- h) Development Permit Application 18-DP-049
West Built Homes Ltd.
Lot 11, Block 22, Plan 3042AV (801 7 Street SE)
Denied: Semi-Detached Dwelling

E) Council Decisions and Direction related to the Land Use Bylaw since the last MPC.

- a. No Decisions or Directions related to the Land Use Bylaw have been received

F) Items Received for Information

- a. No items received for information have been received.

- Carried.

5. SUBDIVISION APPLICATION(S) FOR MPC CONSIDERATION**A) 2018 SUB 03 – Subdivision Application**

Ken Appleton & Paul Vince

Lots 1 & 2, Block 17, Plan 1117V (437 & 439 2 Street SE)

Subdivision Application to create two separate certificates of title

L. Leipert moved that MPC acting as the Subdivision Approving Authority regarding Subdivision Application 2018 SUB 03 [Lots 1 & 2, Block 17, Plan 1117V (437 & 439 2 Street SE)] to create two separate certificates of title, be approved with the following conditions to be met before endorsement of the plan of subdivision:

1. Provision of plans acceptable to the Directors of Public Services and Planning and Engineering with respect to the servicing of each unit independently with sanitary sewage and potable water. All costs to be borne by the Applicant.
2. Installing the sanitary sewage and potable water servicing in a manner acceptable to the Directors of Public Services and Planning and Engineering. All costs to be borne by the Applicant.
3. Installation of a sidewalk with a minimum flag width of 1.2 metres on 5th Avenue SE adjacent to the property.
4. Resolving the Gas servicing to the satisfaction of the City of Medicine Hat Gas Distribution Department. All costs to be borne by the Applicant.
5. Resolving the Electrical servicing to the satisfaction of the City of Medicine Hat Electrical Distribution Department. All costs to be borne by the Applicant.
6. Registration of any required utility rights of way on titles. All costs to be borne by the Applicant.
7. All taxes are paid.

- Defeated.

The Subdivision Approving Authority indicated their reasons for defeating the motion are as follows:

1. Subdividing the parcel as proposed would create servicing issues as the current water and sewer servicing would create liability issues for the Town and current servicing of gas or electric would not meet the requirements of the servicing providers. The cost to resolve the servicing issues are of such a magnitude that in the opinion of the Town the applicant would decide not to proceed.
2. The created parcels would not meet the minimum requirements of the Land Use Bylaw.

6. ITEMS FOR MPC COMMENT**A) Development Permit Application 18-DP-065**

New Leaf Cannabis

Lot 16, Block 75, Plan 775AD (318 Broadway Avenue E)

Cannabis Retail Store

L. Leipert stated he had a pecuniary interest and recused himself from discussion and voting. Mr. Leipert left the room at 12:40 p.m.

Development Officer distributed a current real property report (RPR) to the members present at the MPC meeting.

Angus Taylor, Founder of New Leaf Cannabis introduced himself at the MPC meeting.

S. Gale moved that Development Permit Application 18-DP-065 for a Retail Cannabis Store [Lot 16, Block 75, Plan 775AD (318 Broadway Avenue E)] be Approved with the following conditions:

1. All signage to the exterior shall require a separate Development Permit;
2. A Site Plan which indicates the Shipping & Receiving areas;
3. Any exterior lighting above what is currently in place shall comply with Section 65 Lighting of the Town's Land Use Bylaw;
4. The Applicant shall apply and receive a Building Permit from the Town for all interior renovations;
5. Development Officer to receive a copy of the retail license issued by the Alberta Gaming, Liquor, and Cannabis Commission;
6. The Development Permit is valid for five (5) years;
7. The Town will issue a permit in year four (4) if in the opinion of the Development Authority that the Retail Cannabis Store is not causing undesirable impacts on the Town;
8. Where the Town finds that the conditions of the Development Permit have not been met or that the use is causing undesirable impacts to the Town, the Town will issue a notice to the Applicant six (6) months in advance of the expiring permit, that the Town will not be automatically renewing the use and Development Permit. The notice to the applicant must include:
 - i. The reasons the permit is not being renewed,
 - ii. The date of the permit expiring, and
 - iii. That if the Applicant wishes to continue the use the Applicant must make a new Development Permit application.
9. If the Town fails to issue a Development Permit or if the Town fails to issue a Notice, the Town will automatically issue a new Development Permit for five (5) years from when the Development Permit should have been issued.
10. Development Permits, including use, will be cancelled if and when the retail license is no longer valid with the Alberta Gaming, Liquor, and Cannabis Commission.

- Carried.

L. Leipert rejoined the meeting at 12:53 p.m.

7. ADJOURNMENT

J. Steinke moved adjournment of the meeting at 12:53 p.m. – Carried.

Chairman

Recording Secretary

**REDCLIFF FAMILY AND COMMUNITY SUPPORT SERVICES
BOARD MEETING
Town Council Chambers Town Office
November 13, 2018 at 4:45 pm**

PRESENT:

Chairperson	Meredith Conboy
Council Representative	Cathy Crozier
Community Services	Carla Spampinato
Absent	Derrin Thibault
	Mandy McAlpine

1. GENERAL

- A)** Meeting called to order at 4:47pm.
- B)** C. Crozier moved to adopt the agenda as presented. – Carried.

2. MINUTES

- A)** C. Crozier moved the September 11, 2018 minutes, adopted as presented. – Carried.

3. DELEGATION – RASY representative Janae Ulrich cancelled by email prior to the meeting. We will reschedule the presentation for a future FCSS meeting.

4. OLD BUSINESS – None

5. NEW BUSINESS

FCSS 2018 budget update

- A)** M. Conboy moved to receive the FCSS 2018 budget update as information – Carried.

Nov./Dec. programming update

- B)** M. Conboy moved to receive the Nov./Dec. programming update as information –Carried.

FCSS Grant Application review

- C)** C. Crozier moved to receive the FCSS Grant Application review as information, minor changes will be updated and incorporated into the application, then circulated to community groups. – Carried.

Review of future programming ideas

- D)** C. Crozier moved to receive the review of future programming ideas as information – Carried.

6. CORRESPONDENCE – None

7. UPCOMING MEETING / CONFERENCE / WORKSHOPS – Annual FCSS Conference in Edmonton, Carla will be attending November 28, 29, 30.

Next Meeting

8. DATE OF NEXT MEETING- December 11, 2018 @ 4:30pm

Adjournment

9. ADJOURNMENT

- A)** M. Conboy moved to adjourn the meeting at 5:35 pm.- Carried

TOWN OF REDCLIFF LIBRARY BOARD

Minutes

September 25th, 2018 7:30 PM

Vision Statement

The Redcliff Public Library is your doorway to reading, dreaming, and inspiring family literacy.

Attending: Catharine Richardson, Brian Lowery, Katherine Rankin, Wendy Harty, Clay Orge, Robin Corry, Dianne Smith

Also attending: Tracy Weinrauch, Recording Secretary

Not in attendance: Jim Steinke, Clarke Storle, Valarie Westers

Call to order: 7:30 pm

Additions/Deletions to Agenda: Add General Holiday Pay – new business

Approval of Agenda: Katherine moved to approve the agenda. All in favor. Carried.

Approval of Minutes for July meeting: Catharine moved for approval. Robin 2nd. All in favor. Carried.

Financial Statements for July & August for information only: For information only.

Accounts Payable: For information only

Library Manager's Report: For information only. Brian received a letter from Alberta Municipal Affairs for a call for nominations of the annual Minister's Awards for Excellence in Public Library Service. If you have any suggestions, please bring it forward.

Our Shake, Rattle, & Read program has started strong with 9 adults and 16 children in the first week.

The next Tween Activity being held on October 19th will be Karaoke.

Correspondence: - Nothing to Report

Policies Report - Tracy asked the policy committee to consider revising the computer policy to read 12 & under with a parent permission form signed have access to the public computers. This request comes from so many children under 10 wanting to play Minecraft, which Shortgrass had installed on all of our public access computers a few years ago. Before any changes will be brought forward some research will be done on how other libraries, in this situation, control computer access for under 10 years.

Financial Report: - Catharine has requested to attend the council meeting on October 9th to present our budget but has not heard back yet.

Personnel Report: - Nothing to Report

Needs Assessment/Library Advocacy:

- Sunday Cinemas have not had a high attendance but those that are in attendance like the movies that are being presented. The Alias Will James film had the highest turnout, the room was filled to capacity. After some issues with the sound in the meeting room for showing any type of video, Tracy looked into a sound system with the Geek Squad in Medicine Hat. The system they recommended

is a receiver and 2 wall mounted speakers on either side of the screen at a cost of \$700.00, lower than the regular price of \$880.00 because we are non-profit. After some discussion, it was decided Tracy will get the answers to some of the questions brought forward and email the board members with the answers. Is the system flexible enough that we could use a microphone to the system and is there an amp built into the receiver?

- Oct. 16th, 2:30 – 5:30 pm, is the Board's Advocacy School Division Come & Go event, it would greatly appreciated if Board Members and Friends could attend.

Friends of the Library (FRPL): - a meeting scheduled for Sept 26th and Catharine will be inviting them to the teachers come and go afternoon.

Social Media Report: – The committee is continuing with the author quizzes, as they seem to be engaging our audience, and the current promotion, #knowyourlibrary, allows patrons a 'behind the scenes look' at libraries.

Ongoing Maintenance Projects: -

- Monthly building maintenance completed August 15 & September 25th, 2018; furnace cleaning recommended
- KnR's furnace & duct cleaning completed August 28th
- Carpets cleaned on September 8th. – it was recommended that we purchase some carpet runners for the front entrance and behind the circulation desk to prolong the life of the carpet.
- Not all of the current outdoor light fixtures work, so Mike has ordered new ones to be installed in the next couple of weeks.

ALTA: - Nothing to report.

Old & Unfinished Business: - Nothing to Report

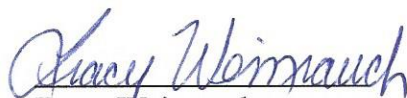
New Business: - CFEP Grant application was sent in by the Town on September 14th.

- Catharine requested that we allow free photocopying for the Redcliff & Area Community Association so that we can stay informed about the project.
- The staff have the board's support to say no to typing patrons' explicit documents as requested.
- Retroactive pay for General Holiday Pay from January – August 2018 will be paid out on October paycheques. This was a new calculation that came into effect on January 1st, 2018 and Tracy had originally thought we were still paying the correct amount but after some investigation realized that was not the case. The total retroactive payout for General Holiday Pay, January to August 2018, is \$608.10. Going forward, all employees will be paid out 5% of their minimum daily wage from the previous 4 weeks no matter what day of the week the holiday falls on, as per the Alberta Employment Standards.

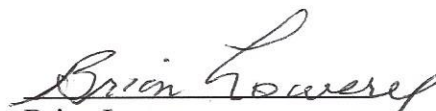
Next Regular meeting: October 23rd, 2018 @ 7:30 pm.

Wendy moved for adjournment at 8:50 pm.

Secretary


Tracy Weinrauch

Chairman


Brian Lowery

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: November 26, 2018

PROPOSED BY: Finance & Administration and Public Services Departments

TOPIC: Bylaw 1873/2018, Water Rates Bylaw

PROPOSAL: To consider adopting Bylaw 1874/2018, Water Rates Bylaw as presented

BACKGROUND:

At the budget discussion of October 31, 2018, Council reviewed and discussed the proposed water rates. Administration has revised the bylaw to reflect the water rate changes. Administration has also clarified what the minimum monthly charges are for multi-unit buildings as well as aligned the Water Rates Bylaw to be consistent with the Sewer Rates by in which the capital portion of the rate is charged to customers even when the service it turned off. This capital portion accounts for the depreciation of the water infrastructure and is included in budget calculations to determine rates.

POLICY/LEGISLATION: N/A

STRATEGIC PRIORITIES:

Policy and Bylaw review is identified under Goal #4 Governance and Service Delivery of the Municipality's Strategic Plan. It is an important practice to ensure policies and bylaws are consistent and current to relevant federal and provincial government legislation and related regulations as well as with other municipal policies and bylaws.

ATTACHMENTS:

Bylaw 1873/2018, Water Rates Bylaw

OPTIONS:

1. To consider adopting the changes to Bylaw 1873/2018, Water Rates Bylaw as presented.
2. To not adopt Bylaw 1873/2018, Water Rates Bylaw.
3. To direct Administration to further review and incorporate additional / other changes to the Water Rates Bylaw.

RECOMMENDATION:

It is recommended to give 1st reading to Bylaw 1873/2018, Water Rates Bylaw as presented.
(It would be at Council's discretion if they wished to proceed with all three readings of the bylaw at this meeting.)

SUGGESTED MOTION(S):

- i) Councillor _____ moved that Bylaw 1873/2018, Water Rates Bylaw be given first reading.

SUBMITTED BY:



Department Head



Acting Municipal Manager

BYLAW NO. ~~1848/2017~~-1873/2018
OF THE TOWN OF REDCLIFF
IN THE PROVINCE OF ALBERTA

A BYLAW OF THE TOWN OF REDCLIFF to provide for the levying, collecting of charges and rates for water service.

AND WHEREAS the *Municipal Government Act* authorizes a Council to pass Bylaws respecting public utilities,

NOW THEREFORE THE MUNICIPAL COUNCIL OF THE TOWN OF REDCLIFF IN THE PROVINCE OF ALBERTA IN COUNCIL ASSEMBLED ENACTS AS FOLLOWS:

TITLE

1. This Bylaw shall be known and may be cited as the "**Water Rates Bylaw**" of the Town of Redcliff and comes into force on the 1st day of January, ~~2018~~2019.

INTERPRETATION AND DEFINITIONS

2. In this Bylaw:
 - a) "**BULK WATER STATION**" shall mean the site located within the Town of Redcliff where bulk purchases of water may be obtained from a metered facility.
 - b) "**COUNCIL**" shall mean The Municipal Council of the Town of Redcliff.
 - c) "**CUSTOMER**" shall mean any owner or tenant of a premises receiving water directly or indirectly by a service connection to the Town's water distribution system.
 - d) "**DUE DATE**" shall mean the statement date shown on the billing that all rates, fees, and charges are due and payable.
 - e) "**M³**" shall mean the measure of volume of one cubic meter.
 - f) "**MULTI-UNIT BUILDING**" shall mean a building which has more than one (1) self-contained business, residence or combination of both.
 - g) "**OWNER**" shall mean the registered owner of real property within the Town of Redcliff.
 - h) "**PORTABLE HYDRANT METER**" shall mean a water meter that attaches to a fire hydrant for the purpose of allowing bulk purchases of water.
 - i) "**SATISFACTORY CREDIT HISTORY**" shall mean a customer who has not been on the shutoff list and has paid their utility billings on time for the previous twelve (12) months.
 - j) "**TENANT**" shall mean anyone occupying a property in the Town of Redcliff other than the owner of a property.

- k) **"TOWN"** shall mean the Municipal Corporation of the Town of Redcliff.
- l) **"WATER VALVE ENCUMBRANCE"** shall mean the device used to seal a water valve that has been tampered with on a continuing basis.

TREATED WATER RATES WITHIN TOWN LIMITS

3. Every customer within the Town limits who is serviced by a service connection to the Town's treated water system, shall require a water meter and shall pay to the Town the following water rates monthly or bi-monthly rates, payable monthly or bi-monthly at the discretion of the Council: with the minimum monthly charge being the Capital Component.

Residential		
	<u>Monthly Rate</u>	<u>Bi-Monthly Rate</u>
Admin Component	\$5.80 <u>6.66</u>	\$11.60 <u>13.32</u>
Capital Component	\$35.55 <u>37.10</u>	\$71.10 <u>74.20</u>
Total	\$41.35 <u>43.76</u>	\$82.70 <u>87.52</u>

Non-Residential		
	<u>Monthly Rate</u>	<u>Bi-Monthly Rate</u>
Admin Component	\$ 5.80 <u>6.66</u>	\$11.60 <u>13.32</u>
Capital Component	\$45.95 <u>47.95</u>	\$91.90 <u>95.90</u>
Total	\$51.75 <u>54.61</u>	\$103.50 <u>109.22</u>

Greenhouse		
	<u>Monthly Rate</u>	<u>Bi-Monthly Rate</u>
Admin Component	\$5.80 <u>6.66</u>	\$11.60 <u>13.32</u>
Capital Component	\$186.05 <u>199.70</u>	\$372.10 <u>399.40</u>
Total	\$191.85 <u>206.36</u>	\$383.70 <u>412.72</u>

4. Any water consumed shall be charged to the customer at the rate of ~~\$0.99~~1.03 per M³.
5. Owners of Multi-unit buildings shall receive one (1) water service from the Town of Redcliff to service the entire building. The owners of a Multi-unit building shall receive one water meter to service the entire building; additional meters may be purchased at the cost of the owner. Any multi-unit building with one service connection shall be charged the applicable minimum Admin, Capital and Operating rates for each residential or non-

~~residential unit. The owners of the Multi-unit building shall be charged the minimum monthly or bi-monthly rate as designated per unit in the building.~~

TREATED WATER RATES OUTSIDE TOWN LIMITS

6. Every customer outside the Town limits, who is served treated water, shall pay the minimum monthly or bi-monthly rates outlined in 3.
7. Any water consumed shall be charged to the customer at the rate of **\$3.25 per M³**.

UNTREATED WATER RATES WITHIN TOWN LIMITS

8. Every customer within the Town limits, who is served untreated water, shall pay the minimum monthly or bi-monthly rates outlined in 3.
9. Any water consumed shall be charged to the customer at the rate of **\$2.50 per M³**.

BULK WATER & PORTABLE HYDRANT

10. For customers utilizing the Bulk Water Station the following rates shall apply:
 - a) Monthly Fee of **\$40.00**, plus the cost of water consumed shall be charged to the customer at the rate of **\$3.00 per M³**. The Town reserves the right to refuse and/or disconnect a Bulk Water Station service without notice.
11. The Town reserves the right to suspend or reduce a bulk water service on twenty four (24) hours written notice. Suspension or reduction of said bulk water service shall be determined by the Public Services Director as he deems necessary to ensure the adequate supply and delivery of domestic water to the Town of Redcliff users. Failure to abide by any suspension or reduction shall result in termination of service without notice.
12. For customers utilizing the Portable Hydrant Meter the following rates shall apply:
 - a) Monthly Fee of **\$40.00**, plus the cost of water consumed shall be charged to the customer at the rate of **\$3.00 per M³**. A security deposit of \$2,000.00 is required and will be refunded upon the Portable Hydrant Meter being returned to the Town undamaged. The Town reserves the right to refuse rental of the Portable Hydrant Meter.

MISCELLANEOUS RATES

13. The charge for a service call (i.e. water turned on/off) made by the Town during regular work hours shall be:

1. Delinquent accounts -Reconnect	-	\$60.00
2. Delinquent accounts turn on after hours	-	Call-Out Labour Rate
3. Greenhouse meter removal for freeze out	-	\$50.00
4. Greenhouse meter reinstallation	-	\$50.00

5.	Frost damaged meter replacement	-	\$40.00 + meter (\$150 – 600)
6.	Garden service installation	-	\$30.00
7.	Garden service removal	-	\$30.00
8.	Service call - off/on (same day)	-	\$30.00
9.	Service call – Disconnect (Temporary/Seasonal Vacancy)	-	\$50.00
10.	Service call – Reconnect (Temporary/Seasonal Vacancy)	-	\$50.00
11.	Meter Testing	-	\$50.00
12.	Temporary Service during construction (60 days)	-	\$50.00
13.	Replace damaged read out	-	\$30.00 plus cost
14.	Unscheduled Meter Reading	-	\$30.00
15.	<u>Service call-Water Leak</u> <u>(Broken line/Household Leak)</u>	-	<u>\$50.00</u>

(*GST not included in above rates)

14. Any such service requested, including emergency callouts, after regular hours shall be billed to the customer requesting the service call, at the effective call-out labour rate applicable.
15. The charge for activating a water valve that has a water service encumbrance attached shall pay the sum of **\$100.00 plus GST** for the service call made by the Town to unseal the water service encumbrance.

TEMPORARY WATER SERVICE

16. A temporary water service is available to building contractors to provide them with a limited water supply required for construction activities such as concrete work, stuccoing, dry walling, and masonry. The cost for this service is outlined in Section 13.
17. A temporary water service is available for a maximum of sixty (60) days or until:
- a) the contractor request the water meter from the Town; or
 - b) the Town determines that the plumbing is completed to the stage where a water meter can be installed, or
 - c) the temporary water service is being used for something other than what is intended.
18. The Town reserves the right to refuse and/or disconnect a temporary water service without further notice.
19. Upon termination of the temporary water service, the owner will be required to make application for a standard water service.

SIGNING ON

20. New owners requiring water service from the Town of Redcliff are required to pay a sign on fee of \$10.00.
21. Once a tenant (grandfathered in prior to this Bylaw) vacates a property or fails to pay their utility invoice, the owner is automatically signed on to utilities for that service address.
22. Any owner who is automatically signed on shall not be required to pay the sign-on fee.

DEPOSITS

23. New owners receiving water service from the Town are no longer required to pay a deposit.
24. The deposit fees collected by the Town prior to this Bylaw shall be returned to the customer when:
 - a) The customer terminates their utility account with the Town. The Town shall read the meter and determine the final billing and the balance of any unpaid Town utilities shall be deducted from the deposit fee.
 - b) Upon application, when a residential tenant or non-residential tenant maintains a Satisfactory Credit History for 12 consecutive months.
 - c) The customer does not pay their current utility invoice. The Town shall deduct the deposit from the outstanding amount and issue a final bill.

PENALTIES

25. In the event a grandfathered tenant's utility invoice remains unpaid:
 - a) on the 21st day following the due date, the Town of Redcliff shall add by way of penalty, an amount which shall be two-and-one-half percent (2.5%) of the unpaid current utility invoice. The said penalty shall be added to and form part of the unpaid utility invoice.
 - b) on the 40th day following the due date the Town of Redcliff shall issue a notice which would notify the tenant and owner that the water utility account could be transferred to the owner.
 - c) on the 60th day following the due date, the Town of Redcliff shall deduct the deposit (if applicable) from the outstanding amount, disconnect the tenant, then notify the owner that the owner will be signed on for utilities and responsible for all future charges with respect to utilities at that service address.

26. In the event an owner's utility invoice remains unpaid:
- a) on the 21st day following the due date, the Town of Redcliff shall add by way of penalty, an amount which shall be two-and-one-half percent (2.5%) of the unpaid current utility invoice. The said penalty shall be added to and form part of the unpaid utility invoice.
 - b) on the 60th day following the due date, the Town of Redcliff shall deduct the deposit (if applicable) from the outstanding amount, and then transfer any outstanding balance to the property tax account respective of the service address.
27. Water service charges in default including penalties shall constitute a debt owing to the Town which may be recovered:
- a) By action in a court of competent jurisdiction, or
 - b) By distress and sale of goods and chattels of the person owing such rates and charges wherever they may be found in the municipality, or
 - c) By a preferential lien and charge on the building or lot or part of a lot and on the personal property of the debtor and may be levied and collected in like manner as municipal rates and taxes recoverable, or
 - d) By a preferential lien and charge on his personal property and may be levied and collected with costs by distress.

OTHER

28. No person, firm, or corporation within the Town limits which is served directly or indirectly by a water main or service by the Town shall obtain a supply of water from any other source without the express written consent of the Council.
29. Unless specifically authorized by the Council, only one (1) water service connection shall be permitted for any legal parcel.
- a) In the event there are any outstanding issues relating to any unresolved utility or property related matter, administration may at their discretion withhold the installation of any service connection to a parcel and refer the matter to Council for consideration.
30. Errors or omission relating to utility billing may be adjusted to a maximum of one (1) year.
31. This Bylaw shall become effective on the first day of January, 2019~~8~~.

REPEAL

32. Bylaw Number ~~1833/2016~~-1848/2017 is hereby repealed effective end of day December 31, ~~2017~~2018.

READ a first time this ____ day of _____, 2018.

READ a second time this ____ day of _____, 2018.

READ a third time this ____ day of _____, 2018.

PASSED and **SIGNED** this ____ day of _____, 2018.

MAYOR

MANAGER OF LEGISLATIVE & LAND SERVICES

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: November 26, 2018

PROPOSED BY: Finance & Administration and Public Services Departments

TOPIC: Bylaw 1874/2018, Sewer Rate Bylaw

PROPOSAL: To consider adopting Bylaw 1874/2018, Sewer Rate Bylaw as presented

BACKGROUND:

At the budget discussion of October 31, 2018, Council reviewed and discussed the proposed sewer rates. Administration has revised the bylaw to reflect the sewer rate changes. Administration has also clarified what the minimum monthly charges are for multi-unit buildings.

POLICY/LEGISLATION: N/A

STRATEGIC PRIORITIES:

Policy and Bylaw review is identified under Goal #4 Governance and Service Delivery of the Municipality's Strategic Plan. It is an important practice to ensure policies and bylaws are consistent and current to relevant federal and provincial government legislation and related regulations as well as with other municipal policies and bylaws.

ATTACHMENTS:

Bylaw 1874/2018, Sewer Rate Bylaw

OPTIONS:

1. To consider adopting the changes to Bylaw 1874/2018, Sewer Rate Bylaw as presented.
2. To not adopt Bylaw 1874/2018, Sewer Rate Bylaw.
3. To direct Administration to further review and incorporate additional / other changes to the Sewer Rate Bylaw.

RECOMMENDATION:

It is recommended to give 1st Reading to Bylaw 1874/2018, Sewer Rate Bylaw as presented.

(It would be at Council's discretion if they wished to proceed with all three readings of the bylaw at this meeting.)

SUGGESTED MOTION(S):

- i) Councillor _____ moved that Bylaw 1874/2018, Sewer Rate Bylaw be given first reading.

SUBMITTED BY:

 _____
Department Head

 _____
Acting Municipal Manager

BYLAW NO. ~~1849/2017~~-1874/2018
OF THE TOWN OF REDCLIFF
IN THE PROVINCE OF ALBERTA

A BYLAW OF THE TOWN OF REDCLIFF TO PROVIDE FOR THE LEVYING AND COLLECTING OF CHARGES AND RATES FOR SEWER SERVICE.

PURSUANT to the provisions of Section 7 of the Municipal Government Act, RSA 2000 Chapter M-26., the Municipal Council of the Town of Redcliff, duly assembled enacts as follows:

1. This Bylaw shall be known as the "Sewer Rates Bylaw" of the Town of Redcliff.
2. In this Bylaw the following terms shall be defined as follows:
 - a) "**Council**" shall mean the Municipal Council of the Town of Redcliff.
 - b) "**DUE DATE**" shall mean the statement date shown on the billing that all rates, fees, and charges are due and payable.
 - c) "**Multi-unit Building**" shall mean a building which has more than one (1) self-contained business, residence or combination of both.
 - d) "**Town**" shall mean the Municipal Corporation of the Town of Redcliff.
3. a) Every customer within the Town limits who is serviced by a service connection to the Town's sewage system shall pay to the Town the following sewer rates payable monthly or bi-monthly at the discretion of Council with the minimum monthly charge being the Capital Component.

RESIDENTIAL SANITARY SEWER RATES

Residential		
	<u>Monthly Rate</u>	<u>Bi-Monthly Rate</u>
Admin Component	\$3.40 <u>\$3.65</u>	\$6.80 <u>\$7.30</u>
Capital Component	\$7.10 <u>\$8.40</u>	\$14.20 <u>\$16.80</u>
Operating Component	\$24.05 <u>\$24.20</u>	\$48.10 <u>\$48.40</u>
Total	\$34.55 <u>\$36.25</u>	\$69.10 <u>\$72.50</u>

NON-RESIDENTIAL SANITARY SEWER RATES

Non-Residential		
	<u>Monthly Rate</u>	<u>Bi-Monthly Rate</u>
Admin Component	\$3.40 <u>3.65</u>	\$6.80 <u>7.30</u>
Capital Component	\$7.10 <u>8.40</u>	\$14.20 <u>16.80</u>
Operating Component	\$36.05 <u>36.70</u>	\$72.10 <u>73.40</u>
Consumption Component	\$0.33 <u>0.35</u> / M ³ of Water	\$0.33 <u>0.35</u> / M ³ of Water
Total	\$46.55 <u>48.75</u> + \$0.33 <u>0.35</u> /M ³	\$93.10 <u>97.50</u> + \$0.33 <u>0.35</u> /M ³

GENERAL

4.
 - a) Unless specifically authorized by the Council, only one (1) sewer service connection shall be permitted for any legal parcel.
 - b) In the event there are any outstanding issues relating to any unresolved utility or property related matter, administration may at their discretion withhold the installation of any service connection to a parcel and refer the matter to Council for consideration.
 - c) Any multi-unit building with one service connection shall be charged the applicable minimum Admin, Capital and Operating rates for each residential or non-residential unit.

SIGNING ON

5. New owners requiring sanitary sewer service from the Town of Redcliff are required to pay a sign on fee of \$10.00.
6. Once a tenant (grandfathered in prior to this Bylaw) vacates a property or fails to pay their utility invoice, the owner is automatically signed on to utilities for that service address.
7. Any owner who is automatically signed on shall not be required to pay the sign-on fee.

PENALTIES

8. In the event a grandfathered tenant's utility invoice remains unpaid:
 - a) on the 21st day following the due date, the Town of Redcliff shall add by way of penalty, an amount which shall be two-and-one-half percent (2.5%) of the unpaid current utility invoice. The said penalty shall be added to and form part of the unpaid utility invoice.
 - b) on the 40th day following the due date the Town of Redcliff shall issue notice which would notify the tenant and owner that the utility account could be transferred to the owner.
 - c) on the 60th day following the due date, the Town of Redcliff shall deduct the deposit (if applicable) from the outstanding amount, sign off the tenant, then notify the owner that the owner will be signed on for utilities and responsible for all future charges with respect to utilities at that service address.
9. In the event an owner's utility invoice remains unpaid:
 - a) on the 21st day following the due date, the Town of Redcliff shall add by way of penalty, an amount which shall be two-and-one-half percent (2.5%) of the unpaid current utility invoice. The said penalty shall be added to and form part of the unpaid utility invoice.
 - b) on the 60th day following the due date, the Town of Redcliff shall deduct the deposit (if applicable) from the outstanding amount, and then transfer any outstanding balance to the property tax account respective of the service address.
10. Sewer charges in default shall constitute a debt owing to the Town and may be recovered:
 - a) by action in any court of competent jurisdiction; or
 - b) by distress and sale of goods and chattels of the person owing such rates or charges wherever they may be found in the municipality; or
 - c) by a preferential lien and charge on the building, lot or part of a lot and on the personal property of the debtor and may be levied and collected in like manner as municipal rates and taxes are recoverable; or
 - d) by a preferential lien and charge on his personal property and may be levied and collected with costs by distress.

OTHER

11. Errors or omission relating to utility billing may be adjusted to a maximum of one (1) year.
12. Should any clause of this Bylaw be declared invalid that clause shall be deleted but the remainder of the Bylaw shall be deemed to be held intact.
13. Town of Redcliff Bylaw ~~1839/2016~~1849/2017 is hereby repealed at the end of the day December 31, ~~2017~~2018.
14. This Bylaw shall become effective on the first day of January ~~2018~~2019.

READ a first time this ____ day of _____, 2018.

READ a second time this ____ day of _____, 2018.

READ a third time this ____ day of _____, 2018.

PASSED and **SIGNED** this ____ day of _____, 2018.

MAYOR

MANAGER OF LEGISLATIVE AND LAND SERVICES

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: November 26, 2018

PROPOSED BY: Finance & Administration and Public Services Departments

TOPIC: Bylaw 1875/2018, Garbage Rates and Collection Bylaw

PROPOSAL: To consider adopting Bylaw 1875/2018, Garbage Rates and Collection Bylaw as presented

BACKGROUND:

At the budget discussion of October 31, 2018, Council reviewed and discussed rates for the collection, removal and disposal of garbage. Administration has revised the Garbage Rates & Collection Bylaw to reflect the rate changes as discussed. Administration has also made a minor wording change to clarify that a tenant will be signed off instead of disconnected.

POLICY/LEGISLATION: N/A

STRATEGIC PRIORITIES:

Policy and Bylaw review is identified under Goal #4 Governance and Service Delivery of the Municipality's Strategic Plan. It is an important practice to ensure policies and bylaws are consistent and current to relevant federal and provincial government legislation and related regulations as well as with other municipal policies and bylaws.

ATTACHMENTS:

Bylaw 1875/2018, Garbage Rates and Collection Bylaw

OPTIONS:

1. To consider adopting the changes to Bylaw 1875/2018, Garbage Rates and Collection Bylaw as presented.
2. To not adopt Bylaw 1875/2018, Garbage Rates and Collection Bylaw.
3. To direct Administration to further review and incorporate additional / other changes to the Garbage Rates and Collection Bylaw.

RECOMMENDATION:

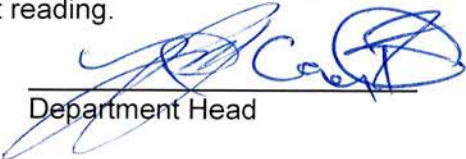
It is recommended to give 1st reading to Bylaw 1875/2018, Garbage Rates and Collection Bylaw as presented.

(It would be at Council's discretion if they wished to proceed with all three readings of the bylaw at this meeting.)


SUGGESTED MOTION(S):

- i) Councillor _____ moved that Bylaw 1875/2018, Garbage Rates and Collection Bylaw be given first reading.

SUBMITTED BY:



Department Head



Acting Municipal Manager

BYLAW NO. ~~1864/2018~~1875/2018
OF THE TOWN OF REDCLIFF
IN THE PROVINCE OF ALBERTA

**BEING A BYLAW OF THE TOWN OF REDCLIFF IN THE PROVINCE OF ALBERTA TO
PROVIDE FOR THE MAINTENANCE OF A SYSTEM FOR THE COLLECTION, REMOVAL
AND DISPOSAL OF GARBAGE AND OTHER WASTE AND THE LEVYING OF RATES AND
CHARGES THEREOF**

WHEREAS, the Municipal Government Act being Chapter M-26 of the Revised Statutes of Alberta, 2000, and amendments thereto, provides for the passing of a Bylaw by a Municipal Council to establish rules and regulations for the collection and disposal of Garbage and refuse from the households, places of business and institutions within the Town;

AND WHEREAS provision is made for a Council to establish rates for the collection, removal and disposal of Garbage.

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

Title

1. This Bylaw may be referred to as the "**Garbage Rates and Collection Bylaw**" of the Town of Redcliff.

Interpretation and Definitions

2. For the purposes of this Bylaw:
 - a) "**Ashes**" means the residue left after the combustion of any substance.
 - b) "**Authority**" means the Redcliff/Cypress Waste Management Authority.
 - c) "**Automated Collection**" means a method of collection of Garbage and Other Waste by which a specially equipped vehicle may mechanically pick up and empty a specifically designed Bin.
 - d) "**Bin**" means a container used for the storage of Garbage and Other Waste, that being a metal container with hinged lids. All such containers utilized within the Town must be to the satisfaction of the Public Services Director.
 - e) "**Bylaw Enforcement Officer**" means the Bylaw Enforcement Officer duly appointed by the Council of the Town.
 - f) "**Cart**" means a container used for the storage of Garbage and Other Waste, that being a container with hinged lids and equipped with wheels for the purposes of transporting it to and from the curb of the Dwelling or Other Premises utilizing it.
 - g) "**Collector**" means the Person or Persons appointed by the Town for the purpose of collecting Garbage and Other Waste.
 - h) "**Council**" means the Municipal Council of the Town of Redcliff.

- i) **"Due Date"** shall mean the statement date shown on the billing that all rates, fees, and charges are due and payable.
- j) **"Dwelling"** means any Premises, including the land upon which Premises are located, used or intended to be used for residential purposes within the Town.
- k) **"Dwelling Unit"** means a self-contained unit provided with sleeping, washing, and cooking facilities, intended for residential use.
- l) **"Garbage"** means all table and kitchen refuse, all waste foods whether of animal or vegetable origin, grass clippings, and other like putrescible waste or decomposing matter and includes broken dishes, tins, or other refuse which the **Owner** or possessor thereof does not wish to retain or is not retained for any useful purpose, but does not include Prohibited Waste.
- m) **"Highway"** means any thoroughfare, street, road, trail, avenue, parkway, viaduct, Lane, alley, square, bridge, cross way, or other place, whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles and includes:
 - a sidewalk (including a boulevard portion thereof).
 - a ditch lying adjacent to and parallel with the roadway.
 - the area where a Highway right-of-way is contained between fences or between a fence and one side of the roadway, all of the land between the fence and the edge of the roadway, or as the case may be,but does not include:
 - a place declared by the Lieutenant Governor in Council not to be a Highway.
- n) **"Lane"** means a public roadway which provides a secondary means of direct access to abutting lots.
- o) **"Nuisance"** means any act or deed, or omission, or thing, which is, or could reasonably be expected to be annoying, troublesome, destructive, harmful, inconvenient, unsanitary, unsightly, unsafe or injurious to another Person and/or his property.
- p) **"Other Premises"** means all premises other than Dwellings, including the land upon which the premises is located, which is used for other than residential purposes.
- q) **"Other Waste"** means non-putrescible waste or non-decomposing matter which the Owner or possessor thereof does not wish to retain or is not retained for any useful purpose, but does not include Prohibited Waste.
- r) **"Owner"** means the registered Owner or an occupant having control or apparent control of a Dwelling or Other Premises.

- s) **"Person"** shall mean a natural Person, body corporate, proprietor, association, society, or partnership.
 - t) **"Private Bin"** means a container used for the storage of Garbage and Other Waste, that being a metal container with hinged lids and which is owned by a private individual or company who has a signed contract with the Town of Redcliff for pickup of the Bin . All such containers utilized within the Town must be to the satisfaction of the Public Services Director.
 - u) **"Prohibited Waste"** means:
 - (i) liquid wastes, dead animals or dead animal parts, petroleum products, industrial residue, discarded furniture, automobile parts, major appliances, sod, concrete, soil, inflammable waste, explosive waste;
 - (ii) biological waste, hazardous waste, pathological waste and radioactive waste as defined pursuant to the Public Health Act and its regulations; and
 - (iii) other materials, the collection of which are potentially dangerous to collection Personnel.
 - v) **"Public Services Director"** means the Public Services Director, properly designated by the Council of the Town.
 - w) **"Town"** means the Municipal Corporation of The Town of Redcliff.
 - x) **"Waste Collection Services"** means the services provided pursuant to this Bylaw.
3. For the purpose of this Bylaw the following classifications of refuse shall be used:
- a) Garbage
 - b) Other Waste
 - c) Prohibited Waste
4. For the purpose of this Bylaw the following classification of Premises shall be used:
- a) Dwelling
 - b) Other Premises

Authorization of Management

5. The Public Services Director is hereby authorized to do all things necessary in order to fulfil their responsibilities and duties under this Bylaw, including entering into administrative contracts with persons for the collection of Garbage and Other Waste.

General Prohibitions and Requirements

6. No Person shall:
 - a) Interfere with the Town's collection and disposal of Garbage and Other Waste pursuant to this Bylaw.
 - b) Impede or restrict access to the areas where a Bin is located permanently, or a Cart is to be placed temporarily for collection.
 - c) Interfere with or disturb the contents of any Bin or Cart after it has been placed for collection.
 - d) Relocate or alter in any way the placement of any Bin.
 - e) Place refuse upon any Highway.
7. The Owner of a Dwelling or an Other Premises shall be responsible to:
 - a) Prevent the accumulation of Garbage or Other Waste at that Dwelling or Other Premises such that the accumulation creates a Nuisance.
 - b) Dispose of all Garbage and Other Waste in such a manner as to not create a Nuisance.
 - c) Dispose of in a proper manner at an approved site any Prohibited Waste for which the Town does not provide for the collection and disposal.
8. Owners of Dwellings and Other Premises from which the Town is to collect Garbage or Other Waste, shall place any such Garbage or Other Waste in Bins and Carts as follows:
 - a) For Owners of Dwellings by placing all Garbage or Other Waste for collection in a Bin or Cart provided by the Town.
 - b) For Owners of Other Premises by placing all Garbage or Other Waste for collection in a Bin or Cart for collection either by the Town or by a licensed contractor that has the Authority of the Town to operate an Automated Collection refuse service within the Town.
 - c) Cutting all shrubbery and tree clippings in lengths of not more than one (1) metre in length and place them in Bins or Carts provided.
 - d) Depositing all Garbage in non-returnable plastic bags and placing them in Bins or Carts provided.
 - e) Depositing all Other Waste directly into the Bins or Carts provided.
9. No Owner shall place any Garbage or Other Waste for collection where the material or the method of its packaging may be hazardous to the Collector.
10. No Owner or occupant of any Other Premises shall deposit any Garbage, Other Waste or any refuse in any Bin or Cart other than a Bin or Cart that has been provided exclusively for that particular Other Premises.

11. No Person shall deposit any Garbage or Other Waste, the origin of which is from outside the Town in any Bin or Cart located within the Municipal boundaries of the Town.
12. No Person shall deposit any Prohibited Waste in any Bin or Cart.
13. All Bins and Carts provided by the Town are and remain the property of the Town. No Person shall at any time move, remove or locate any Bin or Cart, except at the directions of the Town, or in accordance with section 10 above.

Duties of Collectors

14. Collectors shall replace emptied Bins and Carts in approximately the same location where picked up.
15. Collectors shall not pick, sort over, or remove any waste from the collection vehicle or the Bins or Carts except as directed by the Public Services Director.
16. The Public Services Director shall schedule the collection of Garbage and Other Waste pursuant to this Bylaw. Generally, such collection shall be once per week at a day and time determined by the Public Services Director.
17. Except for where special arrangements have been made with the Public Services Director the Town shall not be responsible for the collection of refuse other than Garbage or Other Waste.
18. Where a Dwelling or Other Premises is not served by a Lane or where other special conditions exist such as unimproved Lanes, or steep grades, that make collection impractical or hazardous, then the Town may:
 - (a) determine that the collection location of a Bin is at some place other than a Lane; or
 - (b) provide a Cart for the purpose of depositing Garbage and Other Waste. Any such Cart shall be delivered to the front curb and placed by the Owner prior to 8:00 a.m. on the Collection Day in a manner prescribed by the Public Services Director. After the contents of the Cart have been removed by the Town, the Owner shall, prior to 8:00 p.m. on the Collection Day, return the Cart to the Dwelling or Other Premises.

Transportation

19. A Person shall not use or permit to be used any vehicle for the conveyance or storage of waste unless such vehicle is fitted with a suitable cover capable of preventing the dropping, spilling or blowing off of waste while it is being transported or stored.

Collection of Garbage and Other Waste from Dwellings:

20. Unless the Dwelling is otherwise exempt the Town shall collect Garbage and Other Waste from the Dwelling, and shall provide Garbage Bins, or Carts for all Dwellings. The Town shall assess collection levies for this collection in accordance with Section 29 below.

21. In situations where the Owner of a multi-unit Dwelling has made a written contractual arrangement with an approved contractor for the collection of Garbage and Other Waste, any such Owner may upon providing the Town with copies of contractual arrangements and upon the Town's consent, be exempt from the levies charged pursuant to Schedule "B" of this Bylaw until the final date of any contractual arrangement has expired.
22. In situations where the Owner of a Dwelling carries on a Home Occupation use, as defined in the Town's Land Use Bylaw whether or not the Owner has obtained an appropriate development permit, then if in the Public Services Director's opinion the waste and other refuse generated at the Dwelling is excessive then the Town may provide the Dwelling with a greater size and/or number of Bins or Carts, and shall assess collection levies for this collection at rates equal to those imposed under Schedule "A" upon Owners of Other Premises receiving similar services.
23. Where a premises contains one or more Dwellings, and one or more Other Premises, the Owner of the Dwelling may apply for the exemption pursuant to Schedule "B". The Public Services Director may, upon application by the Owner of the Dwelling, exempt the Dwelling from provision of Waste Collection Services as well as relevant rates.

Collection of Garbage and Other Waste from Other Premises

24. Unless the Other Premise is otherwise exempt the Town shall collect Garbage and Other Waste from the Other Premise, and shall provide Garbage Bins, or Carts for all Other Premise. The Town shall assess collection levies for this collection in accordance with Section 29 below.
25. The Town may enter into additional contracts with Owners of Other Premises for the collection of the whole or part of their Garbage and Other Waste within the Town and the contract must be for a minimum of twelve (12) months in order for the Town to plan for orderly development of the system. The Town shall assess collection levies for this collection in accordance with Section 29 below.
26. There may be situations where the owner of other premises has made a written contractual agreement with an approved contractor for the collection of garbage and other waste, or has provided the Town with a solution to dispose of garbage and/or other waste to an approved landfill facility without the use of Town waste collection services. Any such owner may, upon providing the Town, with copies of contractual arrangements or their solution approved by the Public Services Director, through the completion of Schedule "B," be exempt from levies charged pursuant to Schedule "A" of this bylaw until the final date of any contractual agreement has expired or until a new owner is established.

Burning

27. No Person shall burn any waste unless such burning is in accordance with the Town of Redcliff Burning Bylaw, as amended, and Provincial and Federal laws.

Other Considerations

28. All Garbage and Other Waste placed for collection pursuant to the terms of this Bylaw becomes the property of the Town.

Signing On

29. New owners requiring garbage service from the Town of Redcliff are required to pay a sign on fee of \$10.00.
30. Once a tenant (grandfathered in prior to this Bylaw) vacates a property or fails to pay their utility invoice, the owner is automatically signed on to utilities for that service address.
31. Any owner who is automatically signed on shall not be required to pay the sign-on fee.

Collection Levies and Rates

32. The Town shall levy on each Dwelling or Other Premises, such rates for Waste Collection Services, as set out in Schedule "A" of this Bylaw, unless that Dwelling or Other Premises is otherwise exempt. The Owner is responsible for paying this levy when billed on a monthly or bi-monthly basis.
33. In the event a grandfathered tenant's utility invoice remains unpaid:
 - a) on the 21st day following the due date, the Town of Redcliff shall add by way of penalty, an amount which shall be two-and-one-half percent (2.5%) of the unpaid current utility invoice. The said penalty shall be added to and form part of the unpaid utility invoice.
 - b) on the 40th day following the due date the Town of Redcliff shall issue notice which would notify the tenant and owner that the utility account could be transferred to the owner.
 - c) on the 60th day following the due date, the Town of Redcliff shall deduct the deposit (if applicable) from the outstanding amount, ~~sign off~~~~disconnect~~ the tenant, then notify the owner that the owner will be signed on for utilities and responsible for all future charges with respect to utilities at that service address.
34. In the event an owner's utility invoice remains unpaid:
 - a) on the 21st day following the due date, the Town of Redcliff shall add by way of penalty, an amount which shall be two-and-one-half percent (2.5%) of the unpaid current utility invoice. The said penalty shall be added to and form part of the unpaid utility invoice.
 - b) on the 60th day following the due date, the Town of Redcliff shall deduct the deposit (if applicable) from the outstanding amount, and then transfer any outstanding balance to the property tax account respective of the service address.
35. Waste Collection Services Charges rendered pursuant to Sections 32 and 33 and 34 in default shall constitute a debt owing to the Town which may be recovered.
 - a) By action in any court of competent jurisdiction, or
 - b) By distress and sale of goods and chattels of the Person owing such rates or charges wherever they may be found in the municipality, or

- c) By a preferential lien and charge on the building or lot or part of a lot and on the personal property of the debtor and may be levied and collected in like manner as municipal rates and taxes are recoverable, or
 - d) By a preferential lien and charge on his personal property and may be levied and collected with costs by distress.
36. Errors or omissions relating to utility billing may be adjusted to a maximum of one (1) year.

Interpretation

37. Nothing in this Bylaw shall be deemed to supersede or repeal the provisions of The Regulation of Burning Bylaw of the Town of Redcliff, as amended and the Nuisance Bylaw, as amended.
38. Except as expressly provided herein, nothing in this Bylaw shall be deemed to supersede or contradict relevant Provincial or Federal laws including legislation, regulations, and permits granted there under and, where provisions of this Bylaw are inconsistent with the relevant Provincial and Federal laws, those provisions under this Bylaw shall be of no force and effect.
39. If any provision of this Bylaw is declared or held to be invalid, that provision shall be deemed to be severed, and the remainder of the Bylaw shall remain in force and effect.

Penalties:

40. Any Person who contravenes any provision of this Bylaw is guilty of an offence and is liable upon summary conviction to a fine of:
- a) Not less than \$50.00 and not more than \$500.00 for a first offence; or
 - b) Not less than \$100.00 and not more than \$1,000.00 for subsequent offenses;
41. No Person found guilty of an offence pursuant to this Bylaw shall be liable to imprisonment.
42. Any Person who contravenes any provision of this Bylaw is guilty of an offence and may be issued a Violation Tag in a form acceptable to the Town with a penalty amount of \$50.00 for each offence.
43. Prosecution under the Provincial Offences Procedures Act may be avoided if payment of the penalty is made to the Town as specified on the Violation Tag.
44. For a continuing offence, each day may be considered a new offence, and a proceeding under the Provincial Offences Procedure Act may be commenced and a Violation Tag may be issued for each day that the violation continues.
45. Town of Redcliff Bylaw No. ~~1852/2018~~-1864/2018 is hereby repealed upon Bylaw ~~1864~~1875/2018 coming into force.

46. This Bylaw shall become effective on ~~July 1, 2018~~-January 1, 2019.

READ a first time this ____ day of _____, 2018.

READ a second time this ____ day of _____, 2018.

READ a third time this ____ day of _____, 2018.

PASSED and **SIGNED** this ____ day of _____, 2018.

MAYOR

MANAGER OF LEGISLATIVE & LAND SERVICES

TOWN OF REDCLIFF BYLAW NO. ~~1864/2018~~1875/2018
SCHEDULE A - RATES

As provided for under Section 32 the following levies shall be charged by the Town for the collection and disposal of Garbage Waste in the Town.

Dwellings

For each Dwelling Unit within a property there shall be charged the following:

	<u>Monthly</u>	<u>Bi-Monthly</u>
Admin Component	\$2.28 <u>2.48</u>	\$4.56 <u>4.96</u>
Capital Component	\$5.39	\$10.78
Operating Component	\$14.37	\$28.74
Total	\$22.04 <u>22.24</u>	\$44.08 <u>44.48</u>

Commercial Premises

Commercial Premises shall be required to have separate Town Owned Garbage Bins to be for their use exclusively and shall be charged the following monthly rates for Garbage Collection and disposal:

Existing 1.5 Cubic Yard Bins (each) (no longer available)	<u>Monthly Solid Waste</u>	<u>Bi-Monthly Solid Waste</u>
Admin Component	\$2.28 <u>2.48</u>	\$4.56 <u>4.96</u>
Capital Component	\$5.39	\$10.78
Operating Component	\$61.68	\$123.36
Sub-Total	\$69.35 <u>69.55</u>	\$138.70 <u>139.10</u>

3.0 Cubic Yard Bins (each)	<u>Monthly Solid Waste</u>	<u>Bi-Monthly Solid Waste</u>
Admin Component	\$2.28 <u>2.48</u>	\$4.56 <u>4.96</u>
Capital Component	\$5.38	\$10.76
Operating Component	\$78.03	\$156.04
Total	\$85.68 <u>85.88</u>	\$171.36 <u>171.76</u>

Sign On Fee

New owners requiring garbage service from the Town of Redcliff are required to pay a sign on fee of \$10.00.

TOWN OF REDCLIFF BYLAW NO. ~~1864/2018~~1875/2018
SCHEDULE "B" - APPLICATION FOR EXEMPTION

Date: _____

Applicant Contact Information:

Phone Number: _____

Email: _____

I/We _____ being the
(Applicant's Name(s) - please print)

(Owner, occupant, lessee, purchaser or authorized Person(s))

located at _____ hereby apply to be exempted from
(Civic Address)Waste Collection Service Charges by the Town of Redcliff at the above Location effective
_____ 20____.

(Note: Effective dates prior to the 15th of any month shall be prorated and charged 50% of the remaining period of any given month. Effective dates after the 15th of any month shall be prorated and charged 100% of the full monthly rate for any remaining period.)

Explanation of Solution to dispose of Garbage and/ or Other Waste to an approved landfill facility without the use of the Town waste collection services:

The Town may, at its discretion, upon seven (7) days written notice, cancel this application and charge rates provided for in the Garbage Bylaw as amended.

This application is not transferable.

Expiry Provision

The application for extension shall automatically expire on _____, 20____.
(*Note: Expiry provision is to be used in conjunction with sections 21 and 26)

Signature (Applicant)_____
Signature
(signifying Town's acceptance)

TOWN OF REDCLIFF BYLAW NO. ~~1864/2018~~1875/2018
SCHEDULE "C" - APPLICATION FOR ADDITIONAL BINS (Other Premises)

I _____ do hereby apply to the Town of Redcliff to
(Applicant name - please print)

have the Town supply to my place of business, _____
(Business name)

being located at _____, the use of _____ Bins
(Civic Address) (number)

to be used solely for the collection of Garbage and Other Waste originating from the above
specified place of business.

I hereby commit to paying charges as levied pursuant to the Garbage Bylaw for a minimum period
of twelve (12) months from the first billing period assessed by the Town. I understand that within
this period I may request the Town to provide additional Bins at the rates specified in the Garbage
Bylaw.

Application date: _____, 20____.

Effective date: _____, 20____.

Utility Sign on Application Number _____.

Signature (Applicant)

Signature
(signifying Town's acceptance)

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: November 26, 2018

PROPOSED BY: Manager of Legislative & Land Services in conjunction with other Department Heads

TOPIC: Fees, Rates and Charges Bylaw

PROPOSAL: To consider adopting proposed Bylaw 1876/2018 Fees, Rates and Charges Bylaw.

BACKGROUND:

The Fees, Rates and Charges Bylaw is being reviewed in conjunction with the 2018 Budget Review process as well as part of the review process outlined in Policy No. 115, Policy and Bylaw Development and Review Policy. This allows for Administration and Council to review policies on a routine basis to ensure bylaws are kept current with applicable legislation as well as to stay in alignment with the directives of Council.

Various changes to the fees are being proposed as per the attached Bylaw 1876/2018. As discussed in the Budget Review Process, there is a \$1.00 credit to incentivize the use of e-billing and subsequently the use of the Utility Pre-Authorized Payments to help residents receive their bills in a timely manner, save on consumables, and then be able to more effectively budget through the utilization of all of the payment options the Town has to offer.

The proposed adjustments for the Community & Protective Services portion of the Fees, Rates & Charges Bylaw are based on a 2018 "like" comparison of surrounding Municipal services offered, and consist of:

- Minor upward adjustments in our Pool rates, our pack size offerings & how we break out our swim lesson levels
- Minor upward adjustments in our ice & ball hockey rental
- Minor upward adjustment to our arena meeting rooms

Additionally we have included the Business License fees into the Bylaw.

The proposed adjustments for the Public Services portion of the Fees, Rates & Charges Bylaw is the addition of a new piece of equipment

- Crane/picker truck

The proposed changes to the Planning and Engineering Department fees are mostly trying to clarify what fees are for, making fees consistent, and adding fees for applicant actions that require additional work by administration, with two notable exceptions:

- Addition of condominium subdivision fees consistent with the Act.

- Increase in construction damage deposits.

The proposed changes to the Safety Codes fees include the following:

- New fees for work beyond normal permit work. By agreeing to these fees our service provider has agreed to carry their 2018 fees over to 2019. Fees are for the following:
 - Correcting errors in submissions and plan change re-review,
 - Variance requests,
 - Re-opening a file to add Verification of Compliance,
 - Permit Extension,
 - Additional inspections requested by the applicant,
 - Inspections outside of normal business hours requested by the applicant.
- Surcharges added for work started before a permit is released and rushed service delivery.
- Refunds for fees where permits are canceled prior to reviews and inspections.
- An overall increase in the average fees by approximately 2% with the minimum fees remaining the same as 2018. This was done because:
 - Due to our service providers high minimum fee the Town has maintained a lower than normal municipal fee to offset and remain near to the fee regime of the City of Medicine Hat.
 - To keep the overall permit fees in line with the City of Medicine Hat fees the Town has charged a lower than normal municipal fee. However with our service provider holding their fees for 2019 we have taken the opportunity to raise the Town's portion of the fees to more closely reflect a normal municipal fee.
 - By raising the fees slightly each year we will be able to avoid a large fee increase.

POLICY / LEGISLATION:

Policy 115, Policy and Bylaw Development and Review

STRATEGIC PRIORITIES:

Policy and Bylaw review is identified under Goal #4 Governance and Service Delivery of the Municipality's Strategic Plan. It is an important practice to ensure policies and bylaws are consistent and current to relevant federal and provincial government legislation and related regulations as well as with other municipal policies and bylaws.

ATTACHMENTS:

Proposed Bylaw 1847/2017, Fees, Rates & Charges Bylaw

OPTIONS:

1. To adopt Bylaw 1847/2017, Fees, Rates & Charges Bylaw
2. To not adopt Bylaw 1847/2017, Fees, Rates & Charges Bylaw
3. To direct Administration to further review and incorporate additional / other changes to the Fees, Rates & Charges Bylaw

RECOMMENDATION:

It is recommended to give 1st Reading of this Bylaw.

(It would be at Council's discretion if they wished to proceed with all three readings of the bylaw at this meeting.)

SUGGESTED MOTION(S):

1. Councillor _____ moved Bylaw 1876/2018, Fees, Rates & Charges Bylaw be given first reading.

SUBMITTED BY:



Department Head



Acting Municipal Manager



TOWN OF REDCLIFF
BYLAW NO. ~~1865/2018~~1876/2018

A BYLAW OF THE TOWN OF REDCLIFF TO ESTABLISH FEES, RATES AND CHARGES FOR GOODS AND SERVICES PROVIDED BY OR ON BEHALF OF THE TOWN OF REDCLIFF.

WHEREAS under the Municipal Government Act, a Municipal Council has broad authority to govern including authority to pass bylaws, respecting rates, fees and charges levied for goods and services provided by or on behalf of the Municipality;

AND WHEREAS the Council for the Town of Redcliff deems it desirable to establish fees, rates and charges for the various licenses, permits goods and other municipal services and facilities in a bylaw.

NOW THEREFORE THE MUNICIPAL CORPORATION OF THE TOWN OF REDCLIFF IN COUNCIL DULY ASSEMBLED ENACTS AS FOLLOWS:

TITLE

1. This Bylaw may be cited as the Town of Redcliff Fees, Rates and Charges Bylaw.

INTERPRETATION

2. In this Bylaw, unless the context otherwise requires;
 - (a) "Council" means the Council for the Town.
 - (b) "Municipal Manager" means the Chief Administrative Officer for the Town;
 - (c) "Town" means the Municipal Corporation of the Town of Redcliff;

RATES, FEES AND CHARGES

3. The rates, fees and charges for municipal licenses, permits, goods and services are hereby established as identified in Schedule "A" which is attached to and forming a part of this bylaw and any applicable taxes shall be added to these rates at the point of sale.
4. All references made in any other Bylaw, Policy or Resolution of Council to the "Rates Policy" shall now be referred to this Fees, Rates and Charges Bylaw.
5. Prices in this Bylaw do not include GST, unless otherwise noted, which is additional if applicable and will be added by the Town of Redcliff when costs are paid.
6. That in the event that a rate is required for a good or service not identified in this bylaw. Council authorizes the Municipal Manager to establish a temporary rate, fee or charge until such a time as this bylaw is amended.

7. That at the discretion of the Municipal Manager rates charged to bona fide non-profit community organizations may be modified. Or when such an organization's planned activity generates significant interest, activity or participation in the Town, the Municipal Manager may waive the fees.
8. That if any provision of this bylaw is deemed invalid, then such provision shall be severed and the remaining bylaw shall be maintained.
9. This Bylaw shall take effect on ~~July 1, 2018~~January 1, 2019.
10. Bylaw No. ~~1847~~1865/2018 and 1872/2018 is hereby repealed upon Bylaw ~~1865~~1875/2018 taking effect.

READ a first time this _____ day of _____, 2018.

READ a second time this _____ day of _____, 2018.

READ a third time this _____ day of _____, 2018.

PASSED and **SIGNED** this _____ day of _____, 2018.

MAYOR

MANAGER OF LEGISLATIVE AND
LAND SERVICES

SCHEDULE "A"**ADMINISTRATION****STATIONARY AND OTHER ADMINISTRATIVE SERVICES**

Photocopying	25¢ per copied side of any document.
Faxing - sending of fax	\$1.00 per page of document sent
- receiving of fax	25¢ per page of document received
Detailed Map of Redcliff (black & white A0 size)	\$15.00 each
Aerial Photograph of Redcliff	
- Small (15" X 21")	\$20.00 each
- Large (20" X 28")	\$30.00 each
Special sized maps (20 lb bound Plain Paper)	\$10.00 per sq. ft.
Scanning up to 11" x 17" Page	\$2.00 per page (\$10.00 minimum)
Wide Format Scanning (max 24" wide)	\$2.00 per square foot (\$10.00 minimum)
Books (e.g. ASP with no large format maps)	\$45.00 each
Land Use Bylaw (no large format maps)	\$45.00 each
Land Use Bylaw maps –colour A1 size (approximately 24" x 36")	\$30.00 each
Non-Sufficient-Fund (NSF)/Stopped/Voided Payments -	\$25.00

SOUVENIR TYPE SERVICES

Souvenirs and public relation type products, such as pins, hats, sweatshirts, t-shirts, mugs, pens, crests, flags, etc. or other such goods for sale shall be available for sale at a price determined as follows:

Unit price plus 20%

Example: If the Unit Cost is \$27.55, the sale price is \$27.55 + \$2.51 = \$33.06

Any Redcliff based club or non-profit organization may purchase pins for public relations purposes at cost plus 10% each. If the club or non-profit organizations wishes to purchase pins for resale they may do so at cost.

Promotional Items Available

	<u>Unit Cost</u>
Town of Redcliff Pins	\$.75
Town of Redcliff Flags	97.90
Town of Redcliff Pens	3.46
Town of Redcliff Pencils	.35
Town of Redcliff Golf Balls (3)	5.28
Other items	Unit price + 20%

Redcliff History Book (2012) available for sale for \$25.00

The **Municipal Manager** and /or **Council** may distribute promotional items or the Redcliff History Book for public relations purposes.

TAX CERTIFICATE / ACCOUNT ADJUSTMENT/COMPLIANCE CERTIFICATE

<u>Utility E-Billing Incentive Credit (per bill)</u>	<u>\$1.00</u>
Tax Certificate (ordered/prepared by the Finance Department Staff)	\$34.00
Online Tax Certificates (ordered/prepared through My Redcliff)	\$25.00
Online Payment Administration Fee	Up to 1.0%
Payment Allocation Adjustment between Accounts	\$10.00

ASSESSMENT COMPLAINT FEES

PROPERTY COMPLAINT CATEGORY	FEE
Residential Land with 3 or fewer dwelling units	\$30.00
Farmland	\$30.00
All other properties if assessed value is:	
Less than \$500,000.00	\$100.00
Greater than \$500,000.00 but less than \$5,000,000.00	\$200.00
Greater than \$5,000,000.00 but less than \$10,000,000.00	\$300.00
Greater than \$10,000,000.00	\$500.00

FIREWORKS IGNITION PERMIT

Permit Fee \$50.00 (non-refundable)

HIGH / WIDE LOAD MOVES PERMIT

Permit Fee: 300.00

DANGEROUS GOODS - SPECIAL OFF-ROUTE PERMIT

Permit Fee: 200.00

COMMUNITY SERVICES

ELECTRONIC MESSAGE BOARD

Setup fee \$5.00

User fee \$5.00 per day

SWIMMING POOL

General Admission (GST included)

<u>Age</u>	<u>Day Pass</u>	<u>5 Pack</u>	<u>10 Pack</u>	<u>Season Pass</u>
<u>Tiny Tot (0-5 years)</u>	<u>Free</u>	<u>Free</u>	<u>Free</u>	<u>Free</u>
<u>Child/Youth (6-17 years)</u>	<u>\$5.00</u>	<u>\$20.00</u>	<u>\$40.00</u>	<u>\$65.00</u>
<u>Adult (18-55 years)</u>	<u>\$6.00</u>	<u>\$24.00</u>	<u>\$48.00</u>	<u>\$75.00</u>
<u>Senior (56+ years)</u>	<u>\$5.00</u>	<u>\$20.00</u>	<u>\$40.00</u>	<u>\$65.00</u>
<u>Family</u>	<u>\$15.00</u>	<u>\$60.00</u>	<u>\$120.00</u>	<u>\$165.00</u>

<u>Age</u>	<u>Day Pass</u>	<u>10 Pack</u>	<u>Season Pass</u>
<u>Tiny Tot (0-5 years)</u>	<u>Free</u>	<u>Free</u>	<u>Free</u>
<u>Child/Youth (6-17 years)</u>	<u>\$5.00</u>	<u>\$40.00</u>	<u>\$63.00</u>
<u>Adult (18-55 years)</u>	<u>\$6.00</u>	<u>\$48.00</u>	<u>\$74.00</u>
<u>Senior (56+ years)</u>	<u>\$5.00</u>	<u>\$40.00</u>	<u>\$65.00</u>
<u>Family</u>	<u>\$15.00</u>	<u>\$120.00</u>	<u>\$160.00</u>

A family is considered to be parents and immediate children under 18 years of age.

LESSONS (GST included)

Red Cross Pre-School to Swim Kids Levels 1-4 \$45.00

Red Cross Swim Kids Levels 5-~~8~~10 \$50.00

Red Cross Swim Kids Levels 9-10 \$55.00

Private lessons \$25.00/30mins or \$30.00 for 2-3 people

Affiliate Rentals \$35.00/hr

The rate for other lesson programs such as Bronze Star, Bronze Medallion & Senior Resuscitation, Bronze Cross, Aqua Leaders, Etc. will be established by the Community Services Director on the basis of cost plus a 10% program administration.

RENTALS (GST included)

1-50 people \$ 100.00 / hour
1-40 people \$ 80.00 / hour

Full facility rental up to 240 people \$ 230.00 / hour

ARENA (REC-TANGLE)

ICE RENTALS	May 1, 2017 <u>2018</u> - May 1, 201 8 <u>9</u> April 31, 2018 <u>2019</u> April 31, 20 19 <u>49</u>
Youth (17 and under) non-prime time - before 4:00 p.m. – Monday-Friday After 10:00 p.m. 7 days a week)	\$ 82 <u>7</u> .00 / hour \$ 90 <u>8</u> <u>7</u> .00 / hour \$70.00 / hour \$70.00 / hour
Adult	\$ 13 <u>2</u> 5.00 / hour \$ 140 <u>3</u> 5.00 / hour
Public Skating	Free * Free *
Drop-in Shinny	\$10.00
Ball Hockey (user groups)	\$ 55 <u>9</u> .00 / hour

MEETING ROOMS

ARENA

Upstairs (Full Day)	\$75.00
Security Deposit (Refundable)	\$150.00
Large Room (Hourly)	30.00
Security Deposit (Refundable)	\$150.00
Entire Building (No Ice, Full Day)	\$350.00
Security Deposit (Refundable)	\$300.00

*Refer to separate policy for Redcliff Skating Club and Redcliff Minor Hockey Association.

SENIOR DROP IN CENTRE

Refer to separate policy on this facility.

TOWN HALL

Downstairs Conference <u>Education</u> Room	(1/2 Day 4 hrs)	\$25.00
(Daily <u>Full</u>)		Day
	\$50.00	
Security Deposit (Refundable)		\$150.00

BALL DIAMONDS

Diamonds (Per Hour, Minimum 2 Hours)		\$5.00
Lights (Per Hour)		\$4.00
Tournaments (Per Diamond)	Day	\$80.00
	Weekend	\$125.00
Equipment & Maintenance Fee (Annual for Each Team in League)		\$5.00

BALL DIAMONDS CONCESSION

Non-Profit groups	Rental Rate (Per Day)	No Rental Fee
	Refundable Damage Deposit	\$150.00
	Insurance Coverage Required (Must Provide Proof)	\$2 million
Profit groups	Rental Rate (Per Day)	\$100.00
	Refundable Damage Deposit	\$150.00
	Insurance Coverage Required (Must Provide Proof)	\$2 million

CAMPGROUND (GST INCLUDED)

Tent	\$20.00 per day
Camper, Trailer, Recreational Vehicles (Electric)	\$30.00per day

LIONS PARK KITCHEN COMPLEX

Not for Profit Groups	Rental Rate (Per Day)	\$30.00
	Refundable Damage Deposit	\$150.00
For Profit Groups	Rental Rate (Per Day)	\$65.00
	Refundable Damage Deposit	\$150.00

ALL FACILITIES KEY/COMBINATION LOCK DEPOSITS

Refundable Key Deposit	\$100.00
------------------------	----------

PITCHING MACHINE

Redcliff Teams (Ladies & Little League)	\$ 5.00
All other groups	\$ 20.00
Refundable Security Deposit	\$ 20.00

PORTABLE STAGE

Daily Rental	\$150.00
Security Deposit	\$500.00
Setup / Removal	\$100.00

MEMORIAL BENCH REPLACEMENT

Replace Existing Bench	\$600.00
New Bench	\$900.00

MEALS ON WHEELS

Billed Cost per Meal	\$6.50
----------------------	--------

HOME CARE SERVICE PROVIDER SUBSIDY – (Effective May 1, 2017 – April 30, 2018)

COST	1 PERSON / YEAR *	2 PEOPLE / YEAR *
\$18.00	Less than \$22,565	Less than \$35,585
\$21.00	\$22,565 – \$26,965	\$35,586 – \$43,785
No Subsidy	Over \$26,965	Over \$43,785

HOME CARE SERVICE PROVIDER SUBSIDY – (Effective May 1, 2018 – April 30, 2019)

COST	1 PERSON / YEAR *	2 PEOPLE / YEAR *
\$18.00	Less than \$ 23016	Less than \$ 36,297
\$21.00	\$23016– \$27505	\$36297– \$ 44660
No Subsidy	Over \$27505.	Over \$ 44660

* Net Family Income

BUSINESS LICENSE FEES**SCHEDULE "A"****GENERAL CONTRACTOR**

As a Resident Business (15 km)	\$ 75.00
--------------------------------	----------

SUB-CONTRACTOR

As a Resident Business (15 km)	\$ 75.00
--------------------------------	----------

MECHANICAL TRADE

As a Resident Business (15 km)	\$ 75.00
--------------------------------	----------

<u>RESIDENT BUSINESS (15 km)</u>	\$ 55.00
---	-----------------

<u>NON-RESIDENT BUSINESS</u>	\$330.00
-------------------------------------	-----------------

<u>HOME OCCUPATION - OTHER THAN CATELOG SALES</u>	\$ 82.50
--	-----------------

<u>HOME OCCUPATION - CATELOG SALES</u>	\$ 27.50
---	-----------------

PEDDLER

As a Resident Business (15 km)	
- full year	\$110.00
- one week	\$ 27.50

As a Non-Resident Business	
- full year	\$330.00
- per week	\$ 55.00

CIRCUS, CARNIVAL, OR RODEO

- per day	\$110.00
-----------	----------

<u>SEASONAL BUSINESS</u>	\$ 27.50
---------------------------------	-----------------

<u>BUSINESS LICENSE TRANSFER FEE</u>	\$ 11.00
---	-----------------

<u>CRAFT OR TRADE SHOW</u>	\$100.00
-----------------------------------	-----------------

- per day	
-----------	--

PLANNING & ENGINEERING

DOCUMENTS

Construction Standards	\$35.00 each
Design Guidelines	\$25.00 each
Tender Documents**	\$50.00 each

**For paper documents. Special pricing may be used for exceptionally large document packages

MISCELLANEOUS

Property File Search (Permit Search)	\$20.00
Property dimensions map with air photo background, per request	\$20.00
Copy of current Permit Completion Record	\$20.00
Letter of Compliance (2 week turn around)	\$60.00
Letter of Compliance (3 business days turn around)	\$150 180.00
File Review (Environmental) Fee	\$100.00
Surcharge for an application without a current Land Title	\$10.00

LAND USE

Change of Use, Existing Building- permitted	\$50.00
Change of Use, Existing Building – Discretionary	\$100.00
Change of Use, Existing Building – Cannabis Retail Store or Production and Processing Facility	\$100.00
Land use bylaw amendment	

- ~~application fee~~ \$400.00
- ~~(advertising component is fee***~~ \$350.00

Total) \$750.00

*** Advertising fee is refundable if application is withdrawn after first reading of the amending bylaw and before advertising.

SUBDIVISION

Application Fee for Fee Simple Subdivision:

_____	Base plus	\$350.00
_____	per lot fee	\$100.00

Application Fee for Fee Condo Subdivision:

_____ per lot fee **** \$40.00

**** As per the Condominium Property Act, RSA C-22

Subdivision Extension:	1 st request for extension	\$50.00
	2 nd requests for extension	\$200.00
	3 rd and subsequent requests for extension	\$500.00

Surcharge for subdivision extension after subdivision approval expires \$150.00

Endorsement of subdivision per application \$150.00

MPC & SDAB

Discretionary Use – MPC – additional fee above regular application fee	\$100.00
Special MPC – additional fee above application and regular MPC Fee	\$300.00
Subdivision & Development Appeal Fee	\$150.00

Area Structure Plan, Concept Scheme application and review

\$800.00

DEVELOPMENT PERMIT FEES

1. Fees shown are base fees and do not include extra fees for MPC meetings, special MPC meetings, Land Title surcharge, etc. These other fees will be added to the base fee as required.

2. Development fees are based on delivery of the decision within 40 days. This may be shortened to 15 days by paying double fees including a doubling of MPC fees.

3. ***WORK STARTED BEFORE PERMIT ISSUANCE SUBJECT TO DOUBLE PERMIT FEES***

Residential

<u>R-1</u> Single Family Lot – 1 unit	\$100.00
<u>R-1</u> Single Family Lot – Auxiliary unit (Basement Suite, Backyard Suite, etc.) <u>in addition to the base fee for a Single Family Lot - 1 unit</u>	\$100 150.00
<u>R-1</u> Single Family Lot - 2 units (<u>Duplex</u>)	\$250.00
<u>R-2 & R3</u> Multi-Family Dwelling (on multi-family lots):	
—Base plus,	\$100.00
per unit fee	50.00
Accessory buildings <u>with an existing primary building</u> 10 m ² – 35 m ²	\$65.00
Accessory buildings <u>with an existing primary building</u> greater than 35 m ²	\$100.00
Additions not creating a new unit	\$100.00
Home Occupation	\$70.00
Relocated Buildings surcharge	\$100.00
Demolition (if not part of a Development Permit)	\$60.00
Decks	\$70.00
Hot Tubs	\$60.00
Permit to Stay	\$100.00
Others as Determined by Development Authority	\$100.00

Non-Residential

New Build Commercial/Industrial/Horticultural/Institutional Buildings – Base plus	\$200.00
per square metre fee	\$0.15
Accessory Buildings / Additions (Less than 100 m ²)	\$100.00
Demolition – Base fee plus (if not part of a Development Permit)	\$60.00
per square metre fee	\$0.05
Permit to Stay	\$300.00

Signs

Free standing	\$150.00
Fascia, wall, window	\$75.00

Canopy, Projecting	\$80.00
Portable per month	\$50.00

USE OR WORK IN A ROAD ROW

1. Use or Work in Road ROW fees are based on delivery of the decision within 20 days. This may be shortened to 5 days by paying double fees including a doubling of MPC fees.

2. WORK STARTED BEFORE PERMIT ISSUANCE SUBJECT TO DOUBLE PERMIT FEES

Utility installation	\$100.00
Boulevard Development approved uses <u>(no permit required)</u>	No charge
Boulevard Development discretionary uses	\$100.00
Driveways	\$100.00
Road widening	\$200.00
Encroachment Permit minor (Administrative Approval)	\$100.00
Encroachment Permit major (Council Approval)	\$200.00

~~*WORK STARTED BEFORE PERMIT ISSUANCE SUBJECT TO DOUBLE PERMIT FEES*~~

CONSTRUCTION DAMAGE DEPOSIT

Residential	\$ 1,200 2,000.00
-------------	------------------------------

Commercial/Industrial/Horticultural	\$ 3 5,000.00
-------------------------------------	--------------------------

Note: A construction damage deposit may to be taken for development permits Issued for principal buildings, accessory buildings, additions, excavations and/or Demolition projects

AGREEMENTS ~~Agreements~~

Service Agreement Simple – Base plus	\$500.00
Per lot fee	\$20.00
Service Agreement Complex – Base plus	\$1,000.00 plus the Town's Legal Fees
Per lot fee	\$20.00
Development Agreement Simple	\$300.00
Development Agreement Complex	\$600.00 plus the Town's Legal Fees

Engineering Design Review

Review of Technical reports or drawings in excess of two submissions for any development or subdivision application. \$50.00

SAFETY CODES PERMIT FEES (BUILDING, ELECTRIC, GAS, PLUMBING, PRIVATE SEWAGE)**Building Permit Fees – Single Family Residential**

		Agency	Town	SCC	
Minimum Fee for all building permits		\$130.00	\$20.00	\$4.50	
Calculations					
Agency Fee = Maximum of (Estimated Construction Cost * 0.0043 or Minimum Fee)					
Town Fee = Maximum of (Estimated Construction Cost * 0.00134 or Minimum Fee)					
SCC Fee = Maximum of ((Agency Fee + Town Fee) × 0.04 or Minimum Fee)					
Relocation of Building on a crawlspace or basement = square ft of building × \$0.40 per square ft					
Relocation of Building on piles or blocking = square ft of building × \$0.35 per square ft					
Flat rate permits		Agency	Town	SCC	Total
Re-inspections		\$110.00	\$40.00	\$6.00	\$156.00
Swimming Pools		\$130.00	\$40.00	\$6.80	\$176.80
Hot tubs		\$130.00	\$20.00	\$6.00	\$156.00
Decks		\$130.00	\$20.00	\$6.00	\$156.00
Wood Stove		\$130.00	\$40.00	\$6.80	\$176.80
Basement Development		\$130.00	\$40.00	\$6.80	\$176.80
Demolition		\$130.00	\$40.00	\$6.80	\$176.80
<div>Fees based on Estimated Value of Construction Costs:<ul style="list-style-type: none">Accessory BuildingsAdditionsAlterationsBasement DevelopmentGaragesNew single family dwellingsRenovation</div> <div>Fees are to be calculated on the actual Estimated Value of Construction using the calculations above.</div> <div>Table to the left is provided for information purposes only.</div>	Estimated Value of Construction	Agency	Town	SCC	Total
	\$0.00	\$130.00	\$20.00 \$20.00	\$6.00 \$6.00	\$156.00 \$156.00
	\$15,388 \$13,849.00	\$130.00	\$20.00 \$20.00	\$6.00 \$6.00	\$156.00 \$156.00
	\$30,000.00	\$130.00	\$42.00 \$39.00	\$6.88 \$6.76	\$178.88 \$175.76
	\$50,000.00	\$215.00	\$70.00 \$65.00	\$11.40 \$11.20	\$296.40 \$291.20
	\$60,000.00	\$258.00	\$84.00 \$78.00	\$13.68 \$13.44	\$355.68 \$349.44
	\$80,000.00	\$344.00	\$112.00 \$104.00	\$18.24 \$17.92	\$474.24 \$465.92
	\$100,000.00	\$430.00	\$140.00 \$130.00	\$22.80 \$22.40	\$592.80 \$582.40
	\$120,000.00	\$516.00	\$168.00 \$156.00	\$27.36 \$26.88	\$711.36 \$698.88
	\$150,000.00	\$645.00	\$210.00 \$195.00	\$34.20 \$33.60	\$889.20 \$873.60
	\$200,000.00	\$860.00	\$280.00 \$260.00	\$45.60 \$44.80	\$1,185.60 \$1,164.80
	\$300,000.00	\$1,290.00	\$420.00 \$390.00	\$68.40 \$67.20	\$1,778.40 \$1,747.20

Building Permit Fees – Single Family Residential

	\$400,000.00	\$1,720.00	\$560.00 520.00	\$91.20 89.60	\$2,371.20 2,329.60
	\$500,000.00	\$2,150.00	\$700.00 650.00	\$114.00 112.00	\$2,964.00 2,912.00
	\$600,000.00	\$2,580.00	\$840.00 780.00	\$136.80 134.40	\$3,556.80 3,494.40
	\$800,000.00	\$3,440.00	\$1,120.00 1100.00	\$182.40 179.20	\$4,742.40 4,659.20
	\$1,000,000.00	\$4,300.00	\$1,400.00 1300.00	\$228.00 224.00	\$5,928.00 5,824.00
	\$1,200,000.00	\$5,160.00	\$1,680.00 1600.00	\$273.60 268.80	\$7,113.60 6,988.80
<u>Surcharge Fees (Not normally required!)</u>		<u>Agency</u>	<u>Town</u>	<u>SCC</u>	<u>Total</u>
<u>Building: Change in plans requiring additional or re-review of plans / re-issuing a permit</u>		<u>\$100.00</u>	<u>\$25.00</u>	<u>\$5.00</u>	<u>\$130.00</u>
<u>Variance \$130.00 per hour, minimum 2 hours, minimum fee shown</u>		<u>\$200.00</u>	<u>\$50.00</u>	<u>\$10.00</u>	<u>\$260.00</u>
<u>Re-opening file to add Verification of Compliance after 90 days of closure or after the timeframe initially noted on permit.</u>		<u>\$100.00</u>	<u>\$25.00</u>	<u>\$5.00</u>	<u>\$130.00</u>
<u>1 year Permit Time Extension fee 50% of initial permit fee, Minimum of \$100</u>					
<u>Additional inspection (in addition to or exceeding the number of inspections noted on permit)</u>		<u>\$100.00</u>	<u>\$25.00</u>	<u>\$5.00</u>	<u>\$130.00</u>
<u>Inspection outside of normal business hours</u>		<u>\$200.00</u>	<u>\$50.00</u>	<u>\$10.00</u>	<u>\$260.00</u>
<u>Work started without a permit. Double Permit Fees to a maximum of \$390.00</u>					
<u>Expediting fee for rushed service delivery requests:</u> <u>-Inspection request in 1-2 business days (normal is 2-5 business days)</u> <u>-Plan Review 1-5 business days (normal is 5-7 business days)</u> <u>-Permit Issuance 1-2 business days (normal is 2-4 business days)</u>					
<u>*Expediting fees are in addition to any other fees</u> <u>*Expediting fees are not refundable</u>		<u>\$200.00</u>	<u>\$50.00</u>	<u>\$10.00</u>	<u>\$260.00</u>
<u>Refunds</u>					
<u>Prior to any plan review – 100%</u>					
<u>Prior to issuance of a permit:</u>					
<u>Value of the Permit \$0 to \$120 – No refund</u>					
<u>Value of the Permit greater than \$120</u>					
<u>Permit fee x 80% less \$100.00 = refund</u>					
<u>Prior to any inspections</u>					

Building Permit Fees – Single Family Residential

<u>Value of the Permit \$0 to \$120 – No refund</u>				
<u>Value of the Permit greater than \$120</u>				
<u>Permit fee x 50% less \$40.00 = refund</u>				
<u>Any inspection completed, no refund.</u>				

Building Permit Fees – All Others

		Agency	Town	SCC	
Minimum Fee for all building permits		\$180.00	\$30.00	\$4.50	
Calculations					
<i>Estimated Construction Cost < \$1,000,000</i>					
<i>Agency Fee = Maximum of (Estimated Construction Cost * 0.0055 or Minimum Fee)</i>					
<i>Town Fee = Maximum of (Estimated Construction Cost * 0.001695 or Minimum Fee)</i>					
<i>Estimated Construction Cost > 1,000,000</i>					
<i>Agency Fee = Maximum of ((1,000,000 * 0.0055 + (Estimated Construction Cost – 1,000,000) * 0.0045 or Minimum Fee)</i>					
<i>Town Fee = Maximum of ((1,000,000 * 0.0018 + (Estimated Construction Cost – 1,000,000) * 0.0012 or Minimum Fee)</i>					
<i>SCC Fee = Maximum of ((Agency Fee + Town Fee) × 0.04 or Minimum Fee)</i>					
Flat rate permits		Agency	Town	SCC	Total
Re-inspections		\$110.00	\$40.00	\$6.00	\$156.00
Fees based on Estimated Value of Construction Costs: <ul style="list-style-type: none"> • Demolition • Accessory Buildings • Additions • Alterations • Garages • New Building • Renovation • Shops • Storage <p>Fees are to be calculated on the actual Estimated Value of Construction using the calculations above.</p> <p>Table to the left is provided for information purposes only.</p>	Estimated Value of Construction	Agency	Town	SCC	Total
	\$0.00	\$180.00	\$30.00	\$8.40	\$218.40
	\$15,002.10 \$16,669.00	\$180.00	\$30.00	\$8.40	\$218.40
	\$25,000.00	\$180.00	\$48.75 45.00	\$9.15 9.00	\$237.90 234.00
	\$50,000.00	\$275.00	\$97.50 90.00	\$14.90 14.60	\$387.40 379.60
	\$70,000.00	\$385.00	\$136.50 126.00	\$20.86 20.44	\$542.36 531.44
	\$100,000.00	\$550.00	\$195.00 180.00	\$29.80 29.20	\$774.80 759.20
	150000	\$825.00	\$292.50 270.00	\$44.70 43.80	\$1,162.20 1,138.80
	\$200,000.00	\$1,100.00	\$390.00 360.00	\$59.60 58.40	\$1,549.60 1,518.40
	\$300,000.00	1650.00	\$585.00 540.00	\$89.40 87.60	\$2,324.40 2,277.60
	\$400,000.00	2200.00	\$780.00 720.00	\$119.20 116.80	\$3,099.20 3,036.80
	\$500,000.00	2750.00	\$975.00 900.00	\$149.00 146.00	\$3,874.00 3,796.00
	\$600,000.00	3300.00	\$1,170.00 1100.00	\$178.80 175.20	\$4,648.80 4,555.20
	\$800,000.00	4400.00	\$1,560.00 1440.00	\$238.40 233.60	\$6,198.40 6,073.60
	\$1,000,000.00	5500.00	\$1,950.00 1800.00	\$298.00 292.00	\$7,748.00 7,492.00

Building Permit Fees – All Others

			00.00	00	,592.00
	\$1,200,000.00	6400.00	\$2,340.00 2160.00	\$349.60 342.40	\$9,089.60 \$8,902.40
	\$1,400,000.00	7300.00	\$2,730.00 2520.00	\$401.20 392.80	\$10,431.20 \$10,212.80
	\$1,600,000.00	8200.00	\$3,120.00 2880.00	\$452.80 443.20	\$11,772.80 \$11,523.20
	\$1,800,000.00	9100.00	\$3,510.00 3240.00	\$504.40 493.60	\$13,114.40 \$12,833.60
	\$2,000,000.00	10000.00	\$3,900.00 3600.00	\$556.00 544.00	\$14,456.00 \$14,144.00
	\$2,500,000.00	12250.00	\$4,875.00 4500.00	\$685.00 670.00	\$17,810.00 \$17,420.00
<u>Surcharge Fees (Not normally required!)</u>		<u>Agency</u>	<u>Town</u>	<u>SCC</u>	<u>Total</u>
<u>Building: Change in plans requiring additional or re-review of plans / re-issuing a permit</u>		<u>\$100.00</u>	<u>\$25.00</u>	<u>\$5.00</u>	<u>\$130.00</u>
<u>Variance \$130.00 per hour, minimum 2 hours, minimum fee shown</u>		<u>\$200.00</u>	<u>\$50.00</u>	<u>\$10.00</u>	<u>\$260.00</u>
<u>Re-opening file to add Verification of Compliance after 90 days of closure or after the timeframe initially noted on permit.</u>		<u>\$100.00</u>	<u>\$25.00</u>	<u>\$5.00</u>	<u>\$130.00</u>
<u>1 year Permit Time Extension fee 50% of initial permit fee, Minimum of \$100</u>					
<u>Additional inspection (in addition to or exceeding the number of inspections noted on permit)</u>		<u>\$100.00</u>	<u>\$25.00</u>	<u>\$5.00</u>	<u>\$130.00</u>
<u>Inspection outside of normal business hours</u>		<u>\$200.00</u>	<u>\$50.00</u>	<u>\$10.00</u>	<u>\$260.00</u>
<u>Work started without a permit. Double Permit Fees to a maximum of \$390.00</u>					
<u>Expediting fee for rushed service delivery requests:</u> -Inspection request in 1-2 business days (normal is 2-5 business days) -Plan Review 1-5 business days (normal is 5-7 business days) -Permit Issuance 1-2 business days (normal is 2-4 business days)					
<u>*Expediting fees are in addition to any other fees</u> <u>*Expediting fees are not refundable</u>		<u>\$200.00</u>	<u>\$50.00</u>	<u>\$10.00</u>	<u>\$260.00</u>
<u>Refunds</u>					
<u>Prior to any plan review – 100%</u>					
<u>Prior to issuance of a permit:</u>					
<u>Value of the Permit \$0 to \$120 – No refund</u>					
<u>Value of the Permit greater than \$120</u>					
<u>Permit fee x 80% less \$100.00 = refund</u>					

Building Permit Fees – All Others

<u>Prior to any inspections</u>				
<u>Value of the Permit \$0 to \$120 – No refund</u>				
<u>Value of the Permit greater than \$120</u>				
<u>Permit fee x 50% less \$40.00 = refund</u>				
<u>Any inspection completed, no refund.</u>				

Electric Permit Fees

		Agency	Town	SCC	
Minimum Fee for all Electric permits		\$90.00	\$20.00	\$4.50	
Calculations					
<i>Agency Fee = Maximum of (\$50.00 + 0.7 × Value of Work^{0.57} or Minimum Fee)</i>					
<i>Agency Fee for Homeowner wiring over 1,200 square ft</i> <i>= \$120 + (square ft – 1,200) × \$0.10 per square ft</i>					
<i>Town Fee = Maximum of (0.0035 × Value of Work^{0.974} or Minimum Fee)</i>					
<i>Town Fee for Homeowner wiring = Agency Fee × 0.32</i>					
<i>SCC Fee = Maximum of ((Agency Fee + Town Fee) × 0.04 or Minimum Fee)</i>					
Flat rate permits - Contractor		Agency	Town	SCC	Total
Permanent Service Connection		\$90.00	\$29.00	\$4.76	\$123.76
Temporary Service		\$90.00	\$29.00	\$4.76	\$123.76
Annual Electric Permit		\$225.00	\$73.00	\$11.92	\$309.92
Fees based on Estimated Value of Construction – Electrical Contractor Only. Fees are to be calculated on the actual Estimated Value of Construction using the calculations above. Table to the left is provided for information purposes only.	Estimated Value of Construction	Agency	Town	SCC	Total
	\$0.00	\$90.00	\$20.00	\$4.50	\$114.50
	\$1,209.00	\$90.00	\$20.00	\$4.50	\$114.50
	\$2,500.00	\$110.52	\$20.00	\$5.22	\$135.74
	\$5,000.00	\$139.85	\$20.00	\$6.39	\$166.24
	\$10,000.00	\$183.38	\$28.77 ^{\$25.47}	\$8.49 ^{\$8.35}	\$220.64 ^{\$217.20}
	\$20,000.00	\$248.01	\$55.20 ^{\$49.24}	\$12.13 ^{\$11.89}	\$315.34 ^{\$309.14}
	\$30,000.00	\$299.49	\$80.81 ^{\$72.41}	\$15.21 ^{\$14.88}	\$395.51 ^{\$386.78}
	\$50,000.00	\$383.82	\$130.62 ^{\$117.70}	\$20.58 ^{\$20.06}	\$535.01 ^{\$521.58}
	\$100,000.00	\$545.56	\$250.59 ^{\$227.54}	\$31.85 ^{\$30.92}	\$828.00 ^{\$804.02}
Homeowner Permit					
Connections only		\$90.00	\$27.00	\$4.68	\$121.68
Wiring less than 1200 square ft		\$120.00	\$39.00 ^{\$38.40}	\$6.36 ^{\$6.34}	\$165.36 ^{\$164.74}
More than 1200 square ft Fees are to be calculated on the actual square feet using the	Square Feet	Agency	Town	SCC	Total
	1200	\$120.00	\$38.40	\$6.34	\$164.74
	1300	\$130.00	\$41.60	\$6.86	\$178.46
	1500	\$150.00	\$48.00	\$7.92	\$205.92

Electric Permit Fees

calculations above. Table to the left is provided for information purposes only.	2000	\$200.00	<u>\$64.00</u>	<u>\$10.56</u>	\$274.56
	2500	\$250.00	<u>\$80.00</u>	<u>\$13.20</u>	\$343.20
	3000	\$300.00	<u>96.00</u>	<u>\$15.84</u>	\$411.84
<u>Surcharge Fees (Not normally required!)</u>		<u>Agency</u>	<u>Town</u>	<u>SCC</u>	<u>Total</u>
<u>Administration Fee for correcting erroneous information / re-issuing a permit</u>		<u>\$36.40</u>	<u>\$9.10</u>	<u>\$4.50</u>	<u>\$50.00</u>
<u>Variance \$130.00 per hour, minimum 2 hours, minimum fee shown</u>		<u>\$200.00</u>	<u>\$50.00</u>	<u>\$10.00</u>	<u>\$260.00</u>
<u>Re-opening file to add Verification of Compliance after 90 days of closure or after the timeframe initially noted on permit.</u>		<u>\$100.00</u>	<u>\$25.00</u>	<u>\$5.00</u>	<u>\$130.00</u>
<u>1 year Permit Time Extension fee 50% of initial permit fee, Minimum of \$100</u>					
<u>Additional inspection (in addition to or exceeding the number of inspections noted on permit)</u>		<u>\$100.00</u>	<u>\$25.00</u>	<u>\$5.00</u>	<u>\$130.00</u>
<u>Inspection outside of normal business hours</u>		<u>\$200.00</u>	<u>\$50.00</u>	<u>\$10.00</u>	<u>\$260.00</u>
<u>Work started without a permit. Double Permit Fees to a maximum of \$390.00</u>					
<u>Expediting fee for rushed service delivery requests:</u> <u>-Inspection request in 1-2 business days (normal is 2-5 business days)</u> <u>-Plan Review 1-5 business days (normal is 5-7 business days)</u> <u>-Permit Issuance 1-2 business days (normal is 2-4 business days)</u>					
<u>*Expediting fees are in addition to any other fees</u> <u>*Expediting fees are not refundable</u>		<u>\$200.00</u>	<u>\$50.00</u>	<u>\$10.00</u>	<u>\$260.00</u>
<u>Refunds</u>					
<u>Prior to any plan review – 100%</u>					
<u>Prior to issuance of a permit:</u>					
<u>Value of the Permit \$0 to \$120 – No refund</u>					
<u>Value of the Permit greater than \$120</u>					
<u>Permit fee x 80% less \$100.00 = refund</u>					
<u>Prior to any inspections</u>					
<u>Value of the Permit \$0 to \$120 – No refund</u>					
<u>Value of the Permit greater than \$120</u>					
<u>Permit fee x 50% less \$40.00 = refund</u>					
<u>Any inspection completed, no refund.</u>					

Gas Permit Fees

		Agency	Town	SCC	
Minimum Fee for all building permits		\$90.00	\$20.00	\$4.50	
Calculations					
<i>Agency Fee Residential</i> = Maximum of $(-0.5 \times \text{No. Outlets}^2 + 20 \times \text{No. Outlets} + 52.0 \text{ or Minimum Fee})$					
<i>Agency Fee Commercial less than 450,000 BTU</i> = Maximum of $\left(-0.00005 \times (\text{BTU}/1000)^2 + 0.12 \times \left(\frac{\text{BTU}}{1000}\right) + 80.0 \text{ or Minimum Fee}\right)$					
<i>Agency Fee Commercial more than 450,000 BTU</i> = $(123.88 + 0.075 \times (\text{BTU} - 450,000))/1000$					
<i>Town Fee Residential</i> = Maximum of $(-0.22 \times \text{No. Outlets}^2 + 7.98.60 \times \text{No. Outlets} + 10.0 \text{ or Minimum Fee})$					
<i>Town Fee Commercial less than 750,000 BTU</i> = Maximum of $\left(-0.00003 \times (\text{BTU}/1000)^2 + 0.078 \times \left(\frac{\text{BTU}}{1000}\right) + 15.0 \text{ or Minimum Fee}\right)$					
<i>Town Fee Commercial more than 750,000 BTU</i> = $(40.4360 + 0.02530 \times (\text{BTU} - 750,000))/1000$					
<i>SCC Fee</i> = Maximum of $((\text{Agency Fee} + \text{Town Fee}) \times 0.04 \text{ or Minimum Fee})$					
Flat rate permits		Agency	Town	SCC	Total
Temporary Service / heat		\$90.00	\$20.00	\$4.50	\$114.50
Service Re-connection		\$90.00	\$20.00	\$4.50	\$114.50
Propane Tank Set		\$90.00	\$20.00	\$4.50	\$114.50
Fees based on Number of Outlets - Residential Fees are to be calculated on the actual Number of Outlets using the calculations above. Table to the left is provided for information purposes only.	Number of Outlets	Agency	Town	SCC	Total
	1	\$90.00	\$20.00	\$4.50	\$114.50
	2	\$90.00	\$26.32 \$24.92	\$4.65 \$4.60	\$120.97 \$119.52
	3	\$107.50	\$33.82 \$31.72	\$5.65 \$5.57	\$146.97 \$144.79
	4	\$124.00	\$40.88 \$38.08	\$6.60 \$6.48	\$171.48 \$168.56
	5	\$139.50	\$47.50 \$44.00	\$7.48 \$7.34	\$194.48 \$190.84
	6	\$154.00	\$53.68 \$49.48	\$8.31 \$8.14	\$215.99 \$211.62
	7	\$167.50	\$59.42 \$54.52	\$9.08 \$8.88	\$236.00 \$223.00
Fees based on BTU - Commercial Fees are to be calculated on the BTU using the calculations above. Table to the left is provided for information purposes only.	BTU	Agency	Town	SCC	Total
	0	\$90.00	\$20.00	\$4.50	\$114.50
	73,830 59,064	\$90.00	\$20.00	\$4.50	\$114.50
	100,000	\$91.50	\$22.70 \$21.70	\$4.57 \$4.53	\$118.77 \$117.73
	120,000	\$93.68	\$24.17 \$22.97	\$4.71 \$4.67	\$122.56 \$121.31

Gas Permit Fees

	150,000	\$96.88	\$26.33 <u>\$24.83</u>	\$4.93 <u>\$4.87</u>	\$128.13 <u>\$126.57</u>
	210,000	\$103.00	\$30.48 <u>\$28.38</u>	\$5.34 <u>\$5.25</u>	\$138.81 <u>\$136.63</u>
	300,000	\$111.50	\$36.30 <u>\$33.30</u>	\$5.91 <u>\$5.79</u>	\$153.71 <u>\$150.59</u>
	450,000	\$123.88	\$44.93 <u>\$40.43</u>	\$6.75 <u>\$6.57</u>	\$175.55 <u>\$170.87</u>
	500,000	\$127.63	\$47.50 <u>\$42.50</u>	\$7.01 <u>\$6.81</u>	\$182.14 <u>\$176.93</u>
	750,000	\$146.38	\$58.13 <u>\$50.63</u>	\$8.18 <u>\$7.88</u>	\$212.69 <u>\$204.88</u>
	900,000	\$157.63	\$64.50 <u>\$54.38</u>	\$8.89 <u>\$8.48</u>	\$231.02 <u>\$220.48</u>
	1,000,000	\$165.13	\$67.50 <u>\$56.88</u>	\$9.31 <u>\$8.88</u>	\$241.94 <u>\$230.88</u>
<u>Surcharge Fees (Not normally required!)</u>		<u>Agency</u>	<u>Town</u>	<u>SCC</u>	<u>Total</u>
<u>Administration Fee for correcting erroneous information / re-issuing a permit</u>		<u>\$36.40</u>	<u>\$9.10</u>	<u>\$4.50</u>	<u>\$50.00</u>
<u>Variance \$130.00 per hour, minimum 2 hours, minimum fee shown</u>		<u>\$200.00</u>	<u>\$50.00</u>	<u>\$10.00</u>	<u>\$260.00</u>
<u>Re-opening file to add Verification of Compliance after 90 days of closure or after the timeframe initially noted on permit.</u>		<u>\$100.00</u>	<u>\$25.00</u>	<u>\$5.00</u>	<u>\$130.00</u>
<u>1 year Permit Time Extension fee 50% of initial permit fee, Minimum of \$100</u>					
<u>Additional inspection (in addition to or exceeding the number of inspections noted on permit)</u>		<u>\$100.00</u>	<u>\$25.00</u>	<u>\$5.00</u>	<u>\$130.00</u>
<u>Inspection outside of normal business hours</u>		<u>\$200.00</u>	<u>\$50.00</u>	<u>\$10.00</u>	<u>\$260.00</u>
<u>Work started without a permit. Double Permit Fees to a maximum of \$390.00</u>					
<u>Expediting fee for rushed service delivery requests:</u> <u>-Inspection request in 1-2 business days (normal is 2-5 business days)</u> <u>-Plan Review 1-5 business days (normal is 5-7 business days)</u> <u>-Permit Issuance 1-2 business days (normal is 2-4 business days)</u>					
<u>*Expediting fees are in addition to any other fees</u> <u>*Expediting fees are not refundable</u>		<u>\$200.00</u>	<u>\$50.00</u>	<u>\$10.00</u>	<u>\$260.00</u>
<u>Refunds</u>					
<u>Prior to any plan review – 100%</u>					
<u>Prior to issuance of a permit:</u>					

Gas Permit Fees

<u>Value of the Permit \$0 to \$120 – No refund</u>				
<u>Value of the Permit greater than \$120</u>				
<u>Permit fee x 80% less \$100.00 = refund</u>				
<u>Prior to any inspections</u>				
<u>Value of the Permit \$0 to \$120 – No refund</u>				
<u>Value of the Permit greater than \$120</u>				
<u>Permit fee x 50% less \$40.00 = refund</u>				
<u>Any inspection completed, no refund.</u>				

Plumbing Permit Fees

	Agency	Town	SCC		
Minimum Fee for all building permits	\$90.00	\$10.00	\$4.50		
Calculations					
Agency Fee = Maximum of (−0.03 × No. Fixtures ² + 6.50 × No. Fixtures + 60.0 or Minimum Fee)					
Town Fee = Maximum of (−0.01 × No. Fixtures ² + 2.050 × No. Fixtures + 10.0 or Minimum Fee)					
SCC Fee = Maximum of ((Agency Fee + Town Fee) × 0.04 or Minimum Fee)					
Fees based on Number of Fixtures	Number of Fixtures	Agency	Town	SCC	Total
Fees are to be calculated on the actual Number of Fixtures using the calculations above. Table to the left is provided for information purposes only.	1	\$90.00	\$12.49 9	\$4.50 \$4.50	\$106.99 \$106.79
	2	\$90.00	\$14.96 5	\$4.50 \$4.50	\$109.46 \$109.05
	3	\$90.00	\$17.41 9	\$4.50 \$4.50	\$111.91 \$111.29
	4	\$90.00	\$19.84 1	\$4.50 \$4.50	\$114.34 \$113.51
	5	\$91.75	\$22.25 0	\$4.56 \$4.52	\$118.56 \$117.47
	6	\$97.92	\$24.64 7	\$4.90 \$4.85	\$127.46 \$126.14
	7	\$104.03	\$27.01 1	\$5.24 \$5.18	\$136.28 \$134.72
	8	\$110.08	\$29.36 3	\$5.58 \$5.51	\$145.02 \$143.22
	9	\$116.07	\$31.69 3	\$5.91 \$5.83	\$153.67 \$151.63
	10	\$122.00	\$34.00 0	\$6.24 \$6.15	\$162.24 \$159.95
	11	\$127.87	\$36.29 5	\$6.57 \$6.47	\$170.73 \$168.19
	12	\$133.68	\$38.56 7	\$6.89 \$6.78	\$179.13 \$176.33
	13	\$139.43	\$40.81 7	\$7.21 \$7.09	\$187.45 \$184.39
	14	\$145.12	\$43.04 5	\$7.53 \$7.40	\$195.69 \$192.37
	15	\$150.75	\$45.25 0	\$7.84 \$7.70	\$203.84 \$200.25
	16	\$156.32	\$47.44 3	\$8.15 \$8.00	\$211.91 \$208.05
	17	\$161.83	\$49.61 3	\$8.46 \$8.30	\$219.90 \$215.76
	18	\$167.28	\$51.76 1	\$8.76 \$8.59	\$227.80 \$223.38

	19	\$172.67	\$53.89 <u>\$49.37</u>	\$9.06 <u>\$8.88</u>	\$235.62 <u>\$230.92</u>
	20	\$178.00	\$56.00 <u>\$51.20</u>	\$9.36 <u>\$9.17</u>	\$243.36 <u>\$238.37</u>
	21	\$183.27	\$58.09 <u>\$53.01</u>	\$9.65 <u>\$9.45</u>	\$251.01 <u>\$245.73</u>
	22	\$188.48	\$60.16 <u>\$54.79</u>	\$9.95 <u>\$9.73</u>	\$258.59 <u>\$253.00</u>
	23	\$193.63	\$62.21 <u>\$56.55</u>	\$10.23 <u>\$10.01</u>	\$266.07 <u>\$260.19</u>
	24	\$198.72	\$64.24 <u>\$58.29</u>	\$10.52 <u>\$10.28</u>	\$273.48 <u>\$267.29</u>
	25	\$203.75	\$66.25 <u>\$60.00</u>	\$10.80 <u>\$10.55</u>	\$280.80 <u>\$274.30</u>
	26	\$208.72	\$68.24 <u>\$61.69</u>	\$11.08 <u>\$10.82</u>	\$288.04 <u>\$281.22</u>
	27	\$213.63	\$70.21 <u>\$63.35</u>	\$11.35 <u>\$11.08</u>	\$295.19 <u>\$288.06</u>
	28	\$218.48	\$72.16 <u>\$64.99</u>	\$11.63 <u>\$11.34</u>	\$302.27 <u>\$294.81</u>
<u>Surcharge Fees (Not normally required!)</u>		<u>Agency</u>	<u>Town</u>	<u>SCC</u>	<u>Total</u>
<u>Administration Fee for correcting erroneous information / re-issuing a permit</u>		<u>\$36.40</u>	<u>\$9.10</u>	<u>\$4.50</u>	<u>\$50.00</u>
<u>Variance \$130.00 per hour, minimum 2 hours, minimum fee shown</u>		<u>\$200.00</u>	<u>\$50.00</u>	<u>\$10.00</u>	<u>\$260.00</u>
<u>Re-opening file to add Verification of Compliance after 90 days of closure or after the timeframe initially noted on permit.</u>		<u>\$100.00</u>	<u>\$25.00</u>	<u>\$5.00</u>	<u>\$130.00</u>
<u>1 year Permit Time Extension fee 50% of initial permit fee, Minimum of \$100</u>					
<u>Additional inspection (in addition to or exceeding the number of inspections noted on permit)</u>		<u>\$100.00</u>	<u>\$25.00</u>	<u>\$5.00</u>	<u>\$130.00</u>
<u>Inspection outside of normal business hours</u>		<u>\$200.00</u>	<u>\$50.00</u>	<u>\$10.00</u>	<u>\$260.00</u>
<u>Work started without a permit. Double Permit Fees to a maximum of \$390.00</u>					
<u>Expediting fee for rushed service delivery requests:</u> <u>-Inspection request in 1-2 business days (normal is 2-5 business days)</u> <u>-Plan Review 1-5 business days (normal is 5-7 business days)</u> <u>-Permit Issuance 1-2 business days (normal is 2-4 business days)</u>					
<u>*Expediting fees are in addition to any other fees</u> <u>*Expediting fees are not refundable</u>		<u>\$200.00</u>	<u>\$50.00</u>	<u>\$10.00</u>	<u>\$260.00</u>
<u>Refunds</u>					
<u>Prior to any plan review – 100%</u>					

<u>Prior to issuance of a permit:</u>				
<u>Value of the Permit \$0 to \$120 – No refund</u>				
<u>Value of the Permit greater than \$120</u>				
<u>Permit fee x 80% less \$100.00 = refund</u>				
<u>Prior to any inspections</u>				
<u>Value of the Permit \$0 to \$120 – No refund</u>				
<u>Value of the Permit greater than \$120</u>				
<u>Permit fee x 50% less \$40.00 = refund</u>				
<u>Any inspection completed, no refund.</u>				

Private Sewage Disposal Permit Fees

	Agency	Town	SCC	
Minimum Fee for all building permits	\$170.00	\$20.00	\$4.50	
Calculations				
<i>Town Fee = Maximum of (Agency Fee × 0.40 or Minimum Fee)</i>				
<i>SCC Fee = Maximum of ((Agency Fee + Town Fee) × 0.04 or Minimum Fee)</i>				
Flat rate permits	Agency	Town	SCC	Total
Homeowner				
• Fields				
• Mounds				
• Treatment Plant	\$350.00	\$140.00	\$19.60	\$509.60
Contractor				
• Fields				
• Mounds				
• Treatment Plant	\$250.00	\$100.00	\$14.00	\$364.00
Septic Tank	\$170.00	\$68.00	\$9.52	\$247.52
Holding Tank	\$170.00	\$68.00	\$9.52	\$247.52
<u>Surcharge Fees (Not normally required!)</u>	<u>Agency</u>	<u>Town</u>	<u>SCC</u>	<u>Total</u>
<u>Administration Fee for correcting erroneous information / re-issuing a permit</u>	<u>\$36.40</u>	<u>\$9.10</u>	<u>\$4.50</u>	<u>\$50.00</u>
<u>Variance \$130.00 per hour, minimum 2 hours, minimum fee shown</u>	<u>\$200.00</u>	<u>\$50.00</u>	<u>\$10.00</u>	<u>\$260.00</u>
<u>Re-opening file to add Verification of Compliance after 90 days of closure or after the timeframe initially noted on permit.</u>	<u>\$100.00</u>	<u>\$25.00</u>	<u>\$5.00</u>	<u>\$130.00</u>
<u>1 year Permit Time Extension fee 50% of initial permit fee, Minimum of \$100</u>				
<u>Additional inspection (in addition to or exceeding the number of inspections noted on permit)</u>	<u>\$100.00</u>	<u>\$25.00</u>	<u>\$5.00</u>	<u>\$130.00</u>
<u>Inspection outside of normal business hours</u>	<u>\$200.00</u>	<u>\$50.00</u>	<u>\$10.00</u>	<u>\$260.00</u>

Private Sewage Disposal Permit Fees

<u>Work started without a permit. Double Permit Fees to a maximum of \$390.00</u>				
<u>Expediting fee for rushed service delivery requests:</u> <u>-Inspection request in 1-2 business days (normal is 2-5 business days)</u> <u>-Plan Review 1-5 business days (normal is 5-7 business days)</u> <u>-Permit Issuance 1-2 business days (normal is 2-4 business days)</u> <u>*Expediting fees are in addition to any other fees</u> <u>*Expediting fees are not refundable</u>	<u>\$200.00</u>	<u>\$50.00</u>	<u>\$10.00</u>	<u>\$260.00</u>
<u>Refunds</u>				
<u>Prior to any plan review – 100%</u>				
<u>Prior to issuance of a permit:</u>				
<u>Value of the Permit \$0 to \$120 – No refund</u>				
<u>Value of the Permit greater than \$120</u>				
<u>Permit fee x 80% less \$100.00 = refund</u>				
<u>Prior to any inspections</u>				
<u>Value of the Permit \$0 to \$120 – No refund</u>				
<u>Value of the Permit greater than \$120</u>				
<u>Permit fee x 50% less \$40.00 = refund</u>				
<u>Any inspection completed, no refund.</u>				

PUBLIC SERVICES

CEMETERY

Plot	\$500.00
Cremation Plot	\$200.00
Columbarium Niche	\$850.00
Opening and Closing	\$500.00
Placing Urn	\$200.00
Columbarium Opening and Closing	\$200.00
Saturday Burial	\$340.00 (Additional)
Holiday Burial	\$340.00 (Additional)
After Hours Burial *	\$150.00 (Additional)
Children up to 6 years Opening and Closing	\$200.00
Setup of Tent	\$100.00

* After hours shall be any time after regular closing time for Public Services Department

Note: Grave liners are mandatory, and will be provided by the Town of Redcliff at cost as outlined in Cemetery Bylaw.

EQUIPMENT

Equipment for Custom Work	Rate per hour (Includes Operator)
Loader	\$120.00
Backhoe	\$120.00
Excavator	\$150.00
3 Ton Truck	\$100.00
Gravel Tandem Truck	\$120.00
Service Truck	\$130.00
Grader	\$135.00
<u>Picker Truck</u>	<u>\$200.00</u>
Sweeper	\$120.00
Sewer truck	\$125.00
Sheep foot Packer	\$80.00
Riding Mowers	\$75.00
Skid Steer Loader	\$95.00
	Day Rate-No Operator (\$)
Pickup Truck	\$150.00
Small Equipment (mowers, pumps, etc.)	\$100.00

Personnel Rate per Hour (\$)

Project Manager (includes truck)	\$115.00
Supervisor	\$90.00
Engineering Technician	\$85.00
Surveyor	\$85.00
Service Technician	\$85.00
Equipment Operator	\$70.00
Laborer	\$60.00
After Hours for all Personnel	Rate per hour x 1.5 (\$)

LANDFILL**General Fees**

Up to 250 kg's	\$10.00
Over 250 kg's	\$72.00/ 1,000 kg's
Town of Redcliff & Cypress County *	\$48.00/ 1,000 kg's
Waste requiring special handling	\$80.00 / 1,000 kg's
Clean Concrete/Asphalt	\$21.00/ 1,000 kg's
Special Materials Disposal Fee **	At Cost
Clean Fill ***	No Charge

Minimum Flat Rates (apply during Power Outages)

Less than 1 (one) Ton vehicle	\$10.00(current minimum)
1 Ton vehicle	\$70.00
Over 1 Ton vehicle	\$80.00

Contract Haulers

Semi-Trailers	\$600.00
Front End Dumps	\$300.00
Roll off Containers	\$200.00

Other Rates

Surcharge for inadequately restrained loads	\$20.00
Refrigeration and Air Conditioning Equipment without confirmation of ozone depleting substances removed	\$50.00 per unit

* Garbage hauled on behalf of Cypress County will be charged at the rate for Cypress County, conditional to the bins being easily identifiable as Cypress County bins with their location. Billing for tonnage will be billed directly to Cypress County and not through the carrier.

** Based on approved equipment and manpower rates and any costs of materials and/or parts required to provide the extra handling, treatment or burial of wastes of an extraordinary nature.

*** Clean fill material must be suitable for cover material at the Landfill and will be accepted at the discretion of the Landfill Operator. The material must be free of concrete, asphalt, organics, liquids, hydrocarbons, or any hazardous material identified in the *Alberta Waste Control Regulation*.

WATER AND SEWER SERVICE INSTALLATIONS**BASE RATES****Water Service Only**

	1"	1½"	2"
Material Costs	\$1,400.00	\$2025.00	\$2650.00
Labour/Equipment	\$2,300.00	\$2,300.00	\$2,300.00
Asphalt/Concrete	As Quoted	As Quoted	As Quoted
TOTAL	As Quoted	As Quoted	As Quoted

4 Inch Sanitary Service Only

	4"
Material Costs	\$550.00
Labour/Equipment	\$2,300.00
Asphalt/Concrete	As Quoted
TOTAL	As Quoted

Water and 4 Inch Sanitary Service Installed Simultaneously

	1"	1½"	2"
Material Costs	\$1,750.00	\$2,40.00	\$3,050.00
Labour/Equipment	\$2,800.00	\$2,800.00	\$2,800.00
Asphalt/Concrete	As Quoted	As Quoted	As Quoted
TOTAL	As Quoted	As Quoted	As Quoted

*All water and sanitary service connections will be quoted by Public Services. Expect a quote within five (5) business days

Oversized Water and Sewer Services

Material and Labour costs for water and sewer service installations exceeding the sizes stipulated herein (whereas such service has been approved by Council) shall be based on actual costs plus 10%

Storm Sewer Service

The fee for the installation of any storm sewer service will be established at the time of request and determined by the Public Services Department.

Residential/Commercial

Other costs; such as asphalt replacement, concrete replacement, or day lighting services to be determined at the time of request by the Public Services Department.

Subdivisions/ Developments

The Public Services Department can provide a quote for service installations that exceed two (2) complete service installations.

Installation of service extensions exceeding the allowable maximum or for water/sewer main extensions for any subdivision or development shall be the responsibility of the developer/property owner. All work must be completed by a contractor who specializes in this type of work in accordance with the Town's Design Guidelines and Construction Standards. It will be the responsibility of the property owner / developer to hire a contractor to service the property to the Town's standards. The Town will inspect and sign off on installations. All field testing shall be submitted to the Towns Engineering Department for

review and acceptance that the work meets the Town's Design Guidelines and Engineering Standards.

*** NOTE**

1. Rates are for installation of services during normal construction season. Costs for installing services during winter conditions will be established at the time of request and determined by the Public Services Department.

SANITARY SEWER CONNECTION FEE

An additional sanitary sewer connection fee is to be charged to the following properties for installation of sanitary sewer main on a portion of 4th Street NE. No local improvement bylaw was undertaken as a result of property owners not wanting the cost allocated to their property taxes as a local improvement tax.

• Lot 44, Block 107, Plan 8210827	\$2,941.04
• Lot 45, Block 107, Plan 8210827	\$2,789.44
• Lot 41, Block 108, Plan 8210827	\$2,248.68
• Lots 17-20, Block 108, Plan 1117V	\$3,032.00
• Lots 11-16, Block 108, Plan 1117V	\$4,548.00

FIRE DEPARTMENT

Inspection Services

Regular Program Inspections (Original and Follow-up)
(Scheduled per QMP) 50.00 per hour (min. \$15.00)

Non-Regular Program Inspections (Original and Follow-up)
(Daycares occupancy, loans, etc.) \$50.00

Third and subsequent Inspections
(When required by Inspector) \$100.00

Fire Investigation & Inspection Services in Municipalities in Alberta \$100.00 per
hour plus contracted expenses for services or equipment necessary to complete the investigation plus
travel/living expenses.

Cypress County

As per current fire agreement between Town of Redcliff and Cypress County

Equipment and Material Fees

Pumper Unit (includes 3 men)	\$610.00/ hour*
Rescue Unit (includes 2 men)	\$610.00/ hour*
Prairie Fire Truck (4x4 Ton with 2 men)	\$610.00/ hour*
Firefighters	At Cost*
Materials Used	Replacement Cost
Special Equipment	Cost plus 10%
Administration Fee	\$25.00

Documentation Requests

Fire reports	\$25.00 each
Photographs	\$10.00 per print
Inspection report	\$25.00 each

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: November 26, 2018

PROPOSED BY: Finance and Administration Department

TOPIC: Bylaw 1877/2018, Temporary Borrowing Bylaw 2019

PROPOSAL: To consider Bylaw 1877/2018, Temporary Borrowing Bylaw 2019
for 1st Reading

BACKGROUND:

The Temporary Borrowing Bylaw is reviewed and renewed on an annual basis (this essentially serves as a typical operating line of credit). This Bylaw allows for the municipality to borrow monies on a revolving basis throughout the year a sum or sums not exceeding One Million (\$1,000,000.00) Dollars at any one time to meet operating expenditures and a maximum amount at one time in the amount of Thirty Five Thousand (\$35,000.00) Dollars for credit card expenditures.

POLICY / LEGISLATION:

Excerpt from Municipal Government Act

Operating expenditures

256(1) This section applies to a borrowing made for the purpose of financing operating expenditures.

(2) The amount to be borrowed, together with the unpaid principal of other borrowings made for the purpose of financing operating expenditures, must not exceed the amount the municipality estimates will be raised in taxes in the year the borrowing is made.

(3) A borrowing bylaw that authorizes the borrowing does not have to be advertised if the term of the borrowing does not exceed 3 years.

1994 cM-26.1 s256

STRATEGIC PRIORITIES:

Policy and Bylaw review is identified under Goal #4 Governance and Service Delivery of the Municipality's Strategic Plan. It is an important practice to ensure policies and bylaws are consistent and current to relevant federal and provincial government legislation and related regulations as well as with other municipal policies and bylaws.

ATTACHMENTS:

Bylaw 1877/2018, Temporary Borrowing Bylaw 2019

OPTIONS:

1. To adopt Bylaw 1877/2018, Temporary Borrowing Bylaw 2019
2. To not adopt Bylaw 1877/2018, Temporary Borrowing Bylaw 2019
3. To direct Administration to review and incorporate additional/other changes to the Temporary Borrowing Bylaw

RECOMMENDATION:


It is recommended to give 1st Reading of this Bylaw.

(It would be at Council's discretion if they wished to proceed with all three readings of the bylaw at this meeting.)

SUGGESTED MOTION(S):

1. Councillor _____ moved that Bylaw 1877/2018, Temporary Borrowing Bylaw 2019 be given first reading.

SUBMITTED BY:



Department Head



Acting Municipal Manager

BYLAW NO. ~~1877/2018~~~~1846/2017~~
OF THE TOWN OF REDCLIFF
IN THE PROVINCE OF ALBERTA

A BYLAW OF THE TOWN OF REDCLIFF TO PROVIDE FOR THE BORROWING OF FUNDS UNDER THE MUNICIPAL GOVERNMENT ACT.

This Bylaw shall be known as the "Temporary Borrowing Bylaw ~~2018~~2019."

WHEREAS the amount of taxes estimated to be raised for the fiscal year commencing on January 1, ~~2018-2019~~ by the Town of Redcliff (hereinafter called the "Municipality") for all purposes is the sum of ~~Eight Million One Hundred Thousand One Hundred Seventy-Five~~Seven Million Nine Hundred Sixty Seven Thousand Fifty Nine (~~8,100,175.00~~7,967,059) Dollars;

AND WHEREAS the Council of the Municipality deems it necessary to borrow from time to time on a revolving basis during the year ~~2018-2019~~ sum or sums not exceeding the maximum principal amount of One Million Dollars (\$1,000,000.00) at any one time to meet the operating expenditures and sum or sums not exceeding the maximum principal amount of Thirty Five Thousand Dollars (\$35,000.00) at any one time to meet the credit card expenditures of the Municipality incurred during the year ~~2018~~2019;

AND WHEREAS after borrowing during the said year of the amount hereby authorized to be borrowed, the amount to be borrowed, together with the unpaid principal or other borrowings made for the purpose of financing operating expenditures, will not exceed the amount estimated to be raised in taxes as aforesaid during the said year;

AND WHEREAS the borrowing hereby authorized will not cause the Municipality to exceed its debt limit.

NOW THEREFORE THE MUNICIPAL CORPORATION OF REDCLIFF, IN COUNCIL ASSEMBLED, ENACTS AS FOLLOWS:

1. That the Council of the Municipality do borrow from time to time on a revolving basis during the year ~~2018-2019~~ from ATB Financial (the "Bank"), a sum or sums not exceeding the maximum principal amount of One million Dollars (\$1,000,000.00) at any one time which the Council deems necessary to expend to meet the operating expenditures and a sum or sums not exceeding the maximum principal amount of Thirty Five thousand Dollars (\$35,000.00) at any one time which the Council deems necessary to expend to meet the credit card expenditures of the Municipality for other than school purposes incurred during the said year until such time as the taxes levied or to be levied therefore can be collected, and to pay or agree to pay interest on the sum so borrowed either in advance or at maturity, and in either case after maturity, at such rate as may be agreed upon from time to time between the Council and the Bank.
2. That the sum or sums so borrowed may be evidenced and secured by a form of debt/security instrument executed by the Mayor and Director of Finance and Administration on behalf of the Municipality and the said Mayor and Director of Finance and Administration are hereby authorized and empowered to execute and give such form of debt/security instrument on behalf of the Municipality as may be required by the Bank and to determine and upon from time to time the rate of interest applicable to the amount of the sums borrowed hereunder remaining from time to time outstanding.

3. That the Council of the Municipality do hereby pledge to the said Bank as security for payment of the money borrowed hereunder, and interest, thereon, the whole of the unpaid taxes and penalties on taxes assessed and /or raised by the Municipality in years prior to the said year together with penalties thereon, and the whole of the taxes assessed or to be assessed and/or raised to be raised for the said year and penalties thereon, and the Municipality shall deposit in a special account with the said Bank all of the said taxes, penalties and other designated revenues as collected, as collateral security for the money to be borrowed hereunder and interest thereon and the same shall be applied as far as necessary in payment of moneys borrowed hereunder and interest thereon, but the said Bank shall not be restricted to the said taxes, penalties and other designated revenues for the payment of the money borrowed as aforesaid or be bound to wait for repayment of such money and interest until such taxes, penalties and other designated revenues can be collected, or be required to see that the said taxes, penalties and other designated revenues are deposited as aforesaid.
4. That nothing herein contained shall waive, prejudicially affect or exclude any right, power benefit or security by statute, common law or otherwise given to or implied in favour of the said Bank.
5. Bylaw No. ~~1846/2017~~~~1837/2016~~ is hereby repealed upon Bylaw ~~1877/2018~~~~1846/2017~~ coming in effect on January 1, 201~~9~~~~8~~.

Read a first time this _____ day of _____, 2018.

Read a second time this _____ day of _____, 2018.

Read a third time this _____ day of _____, 2018.

SIGNED AND PASSED THIS _____ DAY OF _____, 2018.

Mayor

Manager of Legislative and Land Services

TOWN OF REDCLIFF REQUEST FOR DECISION

DATE: November 26, 2018

PROPOSED BY: Finance and Administration

TOPIC: 2019 Operating & Capital Budgets

PROPOSAL: To Approve the 2019 Interim Operating & Capital Budgets

BACKGROUND:

The 2019 preliminary Operating and Capital budgets have been revised as per the discussions with Council which took place at the Special Council Meetings October 31 and November 3, 2018. All discussed changes during those meeting are outlined in Attachment 1.

Subsequent to the budget discussions it was determined that \$7,300 for the annual MS Office 365 software maintenance subscription had not been included in the 2019 budget. The MS Office 365 upgrade was included in the 2018 budget and there is an annual subscription. It has now been included in the 2019 budget.

In addition, the Redcliff Library submitted their 2019 budget with the actual data for the year of 2016 and 2017, which is included as an attachment.

Administration requires an authorized budget for continued operation and this authorized budget comes in the form of the interim budget. Preliminary/Interim approval allows the Town's administration and operations to proceed until the budget receives final approval.

If preliminary approval is not granted, administration is requesting Council to approve an Interim Operating Budget equivalent to not more than 15% of the 2018 operating budget for operations until the 2019 budget receives approval in 2019.

POLICY/LEGISLATION: MGA 242 & 245

Adoption of operating budget 242

- (1) Each council must adopt an operating budget for each calendar year.
- (2) A council may adopt an interim operating budget for part of a calendar year.
- (3) An interim operating budget for a part of a calendar year ceases to have any effect when the operating budget for that calendar year is adopted.

Adoption of capital budget 245

Each council must adopt a capital budget for each calendar year.

ATTACHMENTS:

- | | |
|------|--|
| 2019 | 1. Summary of Operating Budget Changes |
| 2019 | 2. Budget Presentation Slideshow |
| 2019 | 3. Operating and Capital Budgets |
| 2019 | 4. Redcliff Public Library Budget for 2019 |

OPTIONS:

1. Council receive the 2019 budgets for information and grant preliminary approval to 2019 Interim Operating and Capital budgets.
2. Council receive the 2019 budgets for information and approve an interim Operating Budget equivalent to not more than 15% of the 2018 Operating Budget.


RECOMMENDATION:

That Council considers Option 1.


SUGGESTED MOTION:

1. Councillor _____ moved the 2019 Operating and Capital Budgets Presentation be received for information. Further that the 2019 Interim Operating and Capital Budgets be approved.
2. Councillor _____ moved the 2019 Operating and Capital Budgets Presentation be received for information. Further to approve an interim operating budget equivalent to not more than 15% of the 2018 operating budget.

SUBMITTED BY:



Department Head



Acting Municipal Manager

2019 INTERIM OPERATING BUDGET CHANGES

REVENUE				
Tax Revenue		Inc/(Decr)	Oct 31 & Nov 3/18	Nov 26/18
	Decrease Real Property - Residential (1-12-00-110-001)	(6,040)	2,702,948.00	2,696,908
	Decrease Real Property - Non-Residential (1-12-00-110-002)	(5,703)	2,551,509.00	2,545,806
	Decrease Real Property - Farm Land (1-12-00-110-003)	(233)	141,673.00	141,440
	Decrease Real Property - M & E (1-12-00-110-004)	(224)	100,104.00	99,881
	2019 Tax Revenue Adjustment - Preliminary	(12,200)	5,496,234.00	5,484,035
	2018 Tax Revenue Final Budget		5,366,708.00	5,366,708
	Rate Incr includes \$37,846 (0.71% Incr due to Estimated Tax Loss of Greenhouse Building Assessment of \$2,062,160 at 2018 Farmland Rate of 18.3528/1000)		2.42%	2.19%
Other Revenues	Decrease \$20,000 for ICF (Inter-Municipal Callaboration Framework)-paid after the budget discussion, not carryover (1-12-02-920-000)	20,000		
		20,000		
EXPENSE	Decrease \$20,000 for ICF (Inter-Municipal Callaboration Framework)-paid after the budget discussion, not carryover (Misc Services 2-12-02-219-000)	(20,000)		
	Add \$7,300 (Software Maintenance & Licence 2-12-02-254-001)	7,300		
	Increase from \$9,000 to \$11,000 (Contracted R & M Railway Crossings 2-32-06-257-000)	2,000		
	Decrease from \$5,000 to \$2,000 (R & M Supplies - '05 Chev. 3ton Truck S/N 505422 2-32-65-520-118)	(3,000)		
	Decrease from \$22,000 to \$3,500 (R & M Supplies - '06 International Truck (7400) 2-32-65-520-119)	(18,500)		
	Decrease from \$2,200 to \$500 (R & M Supplies - '08 Ford F150 Supercab 4x2 Truck 2-41-65-129-000)	(1,700)		
	Increase from \$419,416 to \$421,416 to Rebalance the Water Function (Contributed to Reserve 2-41-02-762-000)	1,700		
	Move \$36,000 from 2-61-00-113-000 (Salaries and Wages) to 2-61-00-233-000 (Professional Services: Planner)	(36,000)		
	Move \$36,000 from 2-66-00-113-000 (Salaries and Wages) to 2-66-00-233-000 (Professional Services: Planner)	(36,000)		
	Move \$7,729 from 2-61-00-132-000 (Benefits - Employer Contribution) to 2-61-00-233-000 (Professional Services: Planner)	(7,729)		
	Move \$7,729 from 2-66-00-132-000 (Benefits - Employer Contribution) to 2-66-00-233-000 (Professional Services: Planner)	(7,729)		
	Move \$382 from 2-61-00-136-000 (Workers Compensation) to 2-61-00-233-000 (Professional Services: Planner)	(382)		
	Move \$382 from 2-66-00-136-000 (Workers Compensation) to 2-66-00-233-000 (Professional Services: Planner)	(382)		
	Add \$44,111 from Salary, Employer Benefits & WCB to (Professional Services: Planner 2-66-00-233-000)	44,111		
	Add \$44,111 from Salary, Employer Benefits & WCB to (Professional Services: Planner 2-61-00-233-000)	44,111		
		(32,200)		
TOTAL REDUCED TAX LEVY OF \$12,200 AFTER BUDGET DISCUSSION DUE TO DECREASED OPERATING EXPENSES		(12,200)		



Town of Redcliff

2019 Budget

Preliminary Approval



2019 Budget

- ▶ It is important to note that the budget presented at this meeting is for information and preliminary approval, as certain financial points cannot be finalized until relevant assessment and grant information is finalized and received from the assessor and provincial government.
- ▶ A final presentation of this budget will occur after such information is finalized. This preliminary approval allows the Town to proceed until the budget can be given final approval. Typically, this happens in the spring before the Tax rate Bylaw is finalized in April/May.



Overview

The Total 2019 Budget is \$21,417,210

Operating Budget - \$18,125,965 (including Amortization \$3,544,300)

- ▶ Property Tax Revenue (Municipal Portion) Increase of 2.19%, which includes 0.71% due to the Estimated Tax Revenue Loss on Greenhouse Building Assessment
- ▶ Local Improvement Revenue Decrease of \$34,634

Capital budget - \$3,291,245

- ▶ General Public (WTP Generator Exhaust Reconfiguration): \$5,000
- ▶ Infrastructure Engineering Services (Sanitary, Road, Land Development): \$1,055,000
- ▶ Community Services (Parks and Facilities): \$544,245
- ▶ Protective Services (Generators & Red Light Camera): \$290,000
- ▶ Pubic Works Services (Replacement of Trucks and Equipment): \$1,397,000

Note: All additional changes as discussed in the Council Budget Sessions presented on October 31 and November 3 have been included in this budget.



Budget Changes

2019 INTERIM OPERATING BUDGET CHANGES									
REVENUE									
Tax Revenue								Inc/(Decr)	Oct 31 & Nov 3/18
	Decrease Real Property - Residential (1-12-00-110-001)								Nov 26/18
	Decrease Real Property - Non-Residential (1-12-00-110-002)							(6,040)	2,702,948.00
	Decrease Real Property - Farm Land (1-12-00-110-003)							(5,703)	2,551,509.00
	Decrease Real Property - M & E (1-12-00-110-004)							(233)	141,673.00
	2019 Tax Revenue Adjustment - Preliminary							(224)	100,104.00
	2018 Tax Revenue Final Budget								99,881
	Rate Incr includes \$37,846 (0.71% Incr due to Estimated Tax Loss of Greenhouse Building Assessment of \$2,062,160 at 2018 Farmland Rate of 18.3528/1000)							(12,200)	5,496,234.00
									5,484,035
									5,366,708.00
									5,366,708
									2.42%
									2.19%
Other Revenues	Decrease \$20,000 for ICF (Inter-Municipal Callaboration Framework)-paid after the budget discussion, not carryover (1-12-02-920-000)							20,000	
								20,000	
EXPENSE	Decrease \$20,000 for ICF (Inter-Municipal Callaboration Framework)-paid after the budget discussion, not carryover (Misc Services 2-12-02-219-000)							(20,000)	
	Add \$7,300 (Software Maintenance & Licence 2-12-02-254-001)							7,300	
	Increase from \$9,000 to \$11,000 (Contracted R & M Railway Crossings 2-32-06-257-000)							2,000	
	Decrease from \$5,000 to \$2,000 (R & M Supplies - '05 Chev. 3ton Truck S/N 505422 2-32-65-520-118)							(3,000)	
	Decrease from \$22,000 to \$3,500 (R & M Supplies - '06 International Truck (7400) 2-32-65-520-119)							(18,500)	
	Decrease from \$2,200 to \$500 (R & M Supplies - '08 Ford F150 Supercab 4x2 Truck 2-41-65-129-000)							(1,700)	
	Increase from \$419,416 to \$421,416 to Rebalance the Water Function (Contributed to Reserve 2-41-02-762-000)							1,700	
	Move \$36,000 from 2-61-00-113-000 (Salaries and Wages) to 2-61-00-233-000 (Professional Services: Planner)							(36,000)	
	Move \$36,000 from 2-66-00-113-000 (Salaries and Wages) to 2-66-00-233-000 (Professional Services: Planner)							(36,000)	
	Move \$7,729 from 2-61-00-132-000 (Benefits - Employer Contribution) to 2-61-00-233-000 (Professional Services: Planner)							(7,729)	
	Move \$7,729 from 2-66-00-132-000 (Benefits - Employer Contribution) to 2-66-00-233-000 (Professional Services: Planner)							(7,729)	
	Move \$382 from 2-61-00-136-000 (Workers Compensation) to 2-61-00-233-000 (Professional Services: Planner)							(382)	
	Move \$382 from 2-66-00-136-000 (Workers Compensation) to 2-66-00-233-000 (Professional Services: Planner)							(382)	
	Add \$44,111 from Salary, Employer Benefits & WCB to (Professional Services: Planner 2-66-00-233-000)							44,111	
	Add \$44,111 from Salary, Employer Benefits & WCB to (Professional Services: Planner 2-61-00-233-000)							44,111	
								(32,200)	
TOTAL REDUCED TAX LEVY OF \$12,200 AFTER BUDGET DISCUSSION DUE TO DECREASED OPERATING EXPENSES									
								(12,200)	



Amortization

	2019 BUDGET INCLUDING AMORTIZATION	2019 BUDGET EXCLUDING AMORTIZATION	2019 BUDGET AMORTIZATION
Administration	(4,548,998)	(4,602,235)	53,237
Police	748,869	677,271	71,598
Fire	465,081	434,278	30,803
Bylaw	128,587	123,187	5,400
Community Services	1,393,368	1,232,759	160,609
Public Works	4,834,256	1,629,709	3,204,547
Land Development	372,000	353,894	18,106
Planning & Engineering	151,137	151,137	-
Total Town of Redcliff	3,544,300	-	3,544,300

\$3,544,300 is the total amount of the unfunded amortization
Administration includes tax revenues



Property Taxes

This budget contains a 2.19% increase in the municipal component of the tax rate.

- ▶ Loss of Greenhouse Building Assessment Increases Farmland Tax Rate by 0.71%
- ▶ Property Tax Rate in General adjustment by increase of 1.48%

For a residential home with an assessment value of \$300,000 in Redcliff, this increase is estimated to result in

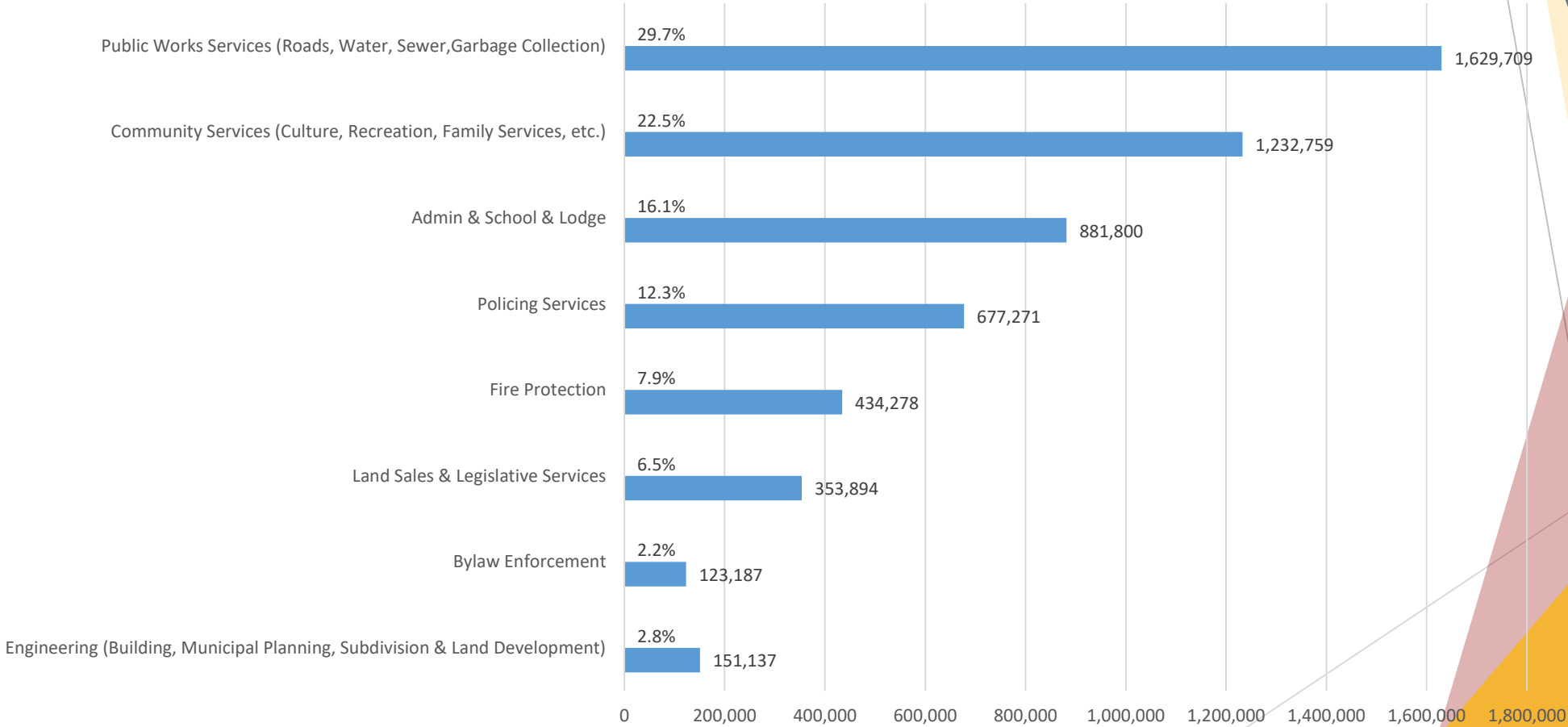
$$[\text{Tax Increase } \$23.70 = \$300,000 * (5.4121 - 5.3331)/1,000]$$

This increase is separate from any change in the tax rate as a result of changes in the provincial school tax requisition or changes in the market assessed value of property.



Where do Taxes go?

\$5,484,035.00

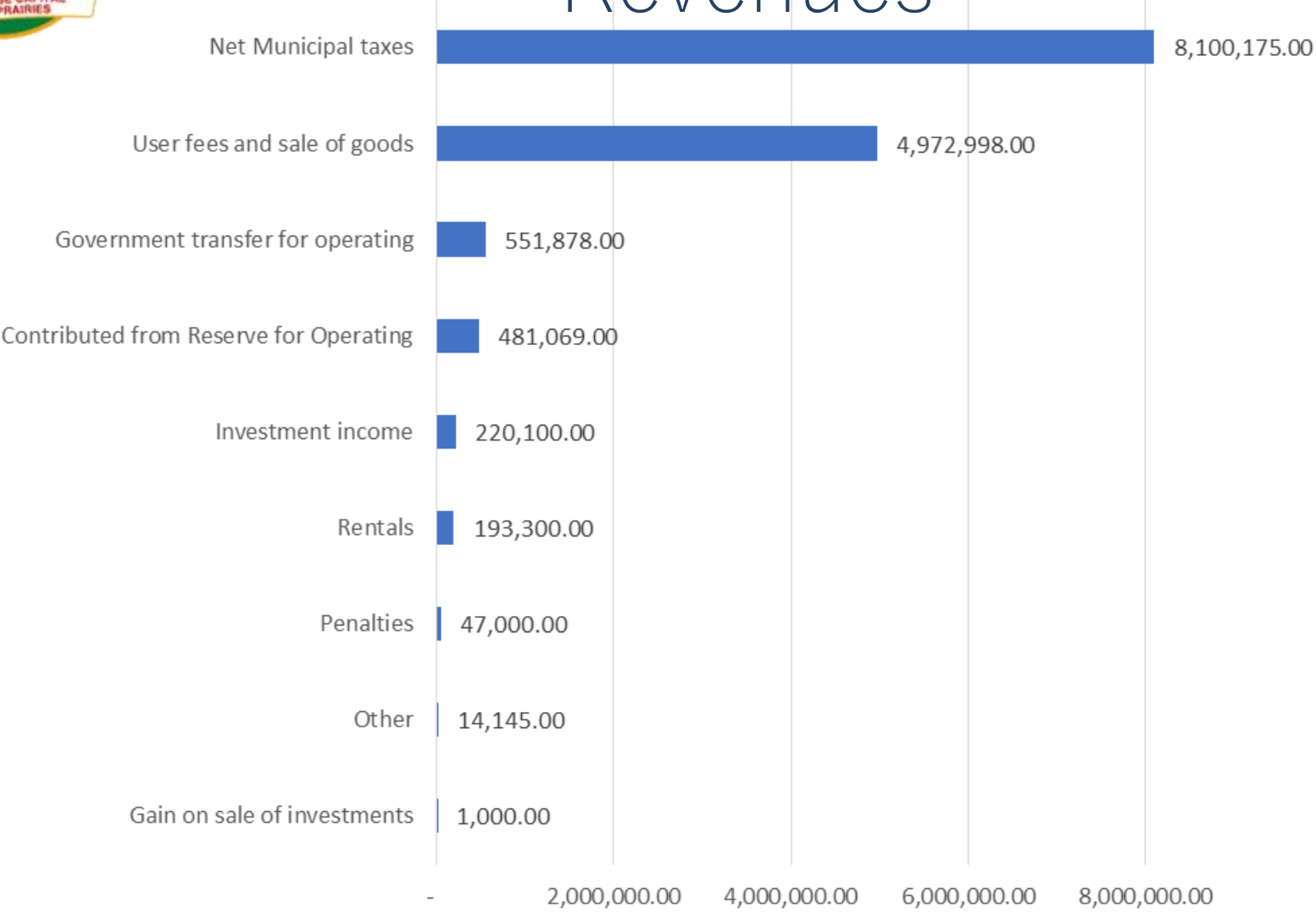




	2017 Budget	2017 Actual Cost	2018 Budget	2018 Actual as of Nov 20, 2018	2019 Interim
Revenue:					
Gain on sale of investments	0	465	50,000	0	1,000
Government transfer for operating	531,974	610,773	579,747	575,878	551,878
Investment income	229,464	331,843	220,100	29,067	220,100
Net Municipal taxes	7,837,752	7,419,759	7,967,004	7,629,529	8,100,175
Other	17,200	15,019	17,236	89,255	14,145
Penalties	89,400	75,407	88,600	49,660	47,000
Rentals	180,400	178,831	181,893	163,066	193,300
Revenue	253,496	33,291	485,982	15,000	481,069
User fees and sale of goods	4,828,267	4,964,472	4,950,016	4,352,688	4,972,998
Total Revenue	13,967,953	13,629,860	14,540,578	12,904,143	14,581,665
Expense:					
Amortization of tangible capital assets	3,312,537	3,323,668	3,180,944	0	3,544,300
Bank charges	12,100	9,308	8,271	11,836	10,262
Contracted and general services	1,121,840	780,494	1,360,311	691,872	2,099,534
Contributed to reserves & requisitions & debt pmts	4,673,451	5,319,264	4,828,122	4,169,147	4,797,282
Interest on long-term debt	260,338	256,620	239,146	166,682	217,415
Materials, goods and utilities	2,893,505	2,575,694	2,994,219	2,134,376	2,326,245
Provisions for allow ances	8,000	14,076	8,170	1,957	6,925
R & Monly	814,922	576,127	792,537	534,306	754,353
Salaries, w ages and benefits	3,905,299	3,822,788	4,025,514	3,240,239	4,077,791
Transfer to boards and organizations	278,498	275,489	284,288	267,956	291,858
Total Expense	17,280,490	16,953,528	17,721,522	11,218,371	18,125,965
Net Total (Unfunded Amortization)	(3,312,537)	(3,323,668)	(3,180,944)	1,685,772	(3,544,300)

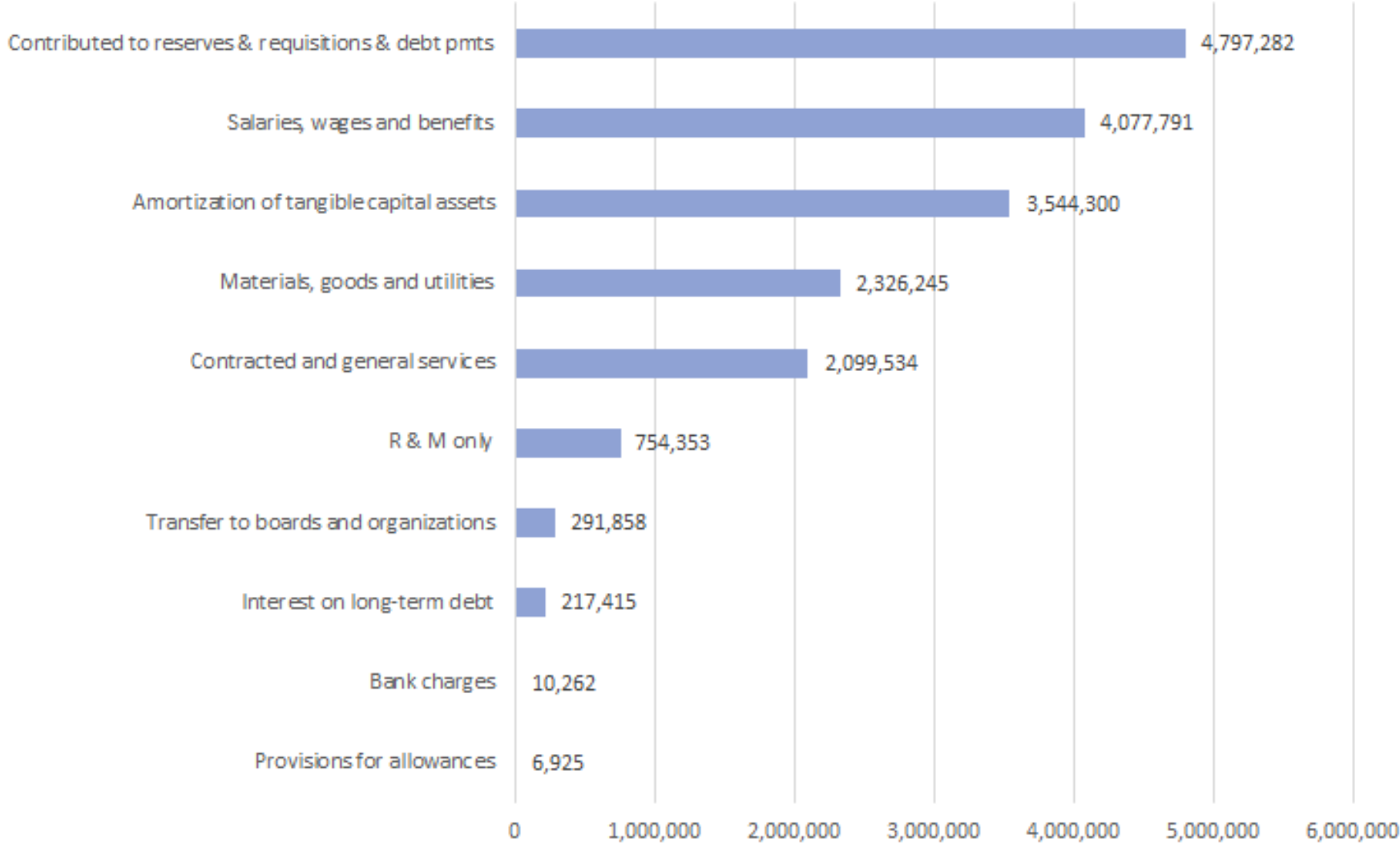


Revenues





Expenses





Projects Funded by Reserves (\$474,945)

Projects	Costs
Water Treatment Plant Generator Exhaust Reconfiguration	\$5,000
Wetlands Assessment	\$50,000
Skateboard Park (Combined with MSI Grant)	\$2,945
Red Light Camera on Trans Canada Highway	\$140,000
Trailer	\$15,000
Trench Box	\$40,000
Water Treatment Plant Pond Dredging	\$80,000
Annual Inflow & Infiltration Remediation	\$100,000
Half Ton Pickup Truck	\$42,000



Projects Funded by Grants (\$2,816,300)

Projects	Costs
Sander	\$125,000
Tandem Gravel Truck with Plow	\$250,000
IF Cox School Utilities and Road Improvements	\$750,000
Rectangle Parking Lot Rehab	\$330,000
CCTV Inspection Program	\$120,000
Broadfoot Place & Stone Place Deep Utilities & Road Rehab	\$165,000
Skateboard Park (Combined with Purchasing Reserve)	\$211,300
Backup Generators (Lift Stations, RCMP, Town Hall)	\$150,000
Main St S (Between Sangster Cres & Redcliff Way)	\$90,000
Water Valve Replacement Program	\$100,000
Public Services Building Roof Replacement	\$225,000
Equipment and Salt/Sand Storage Building	\$300,000



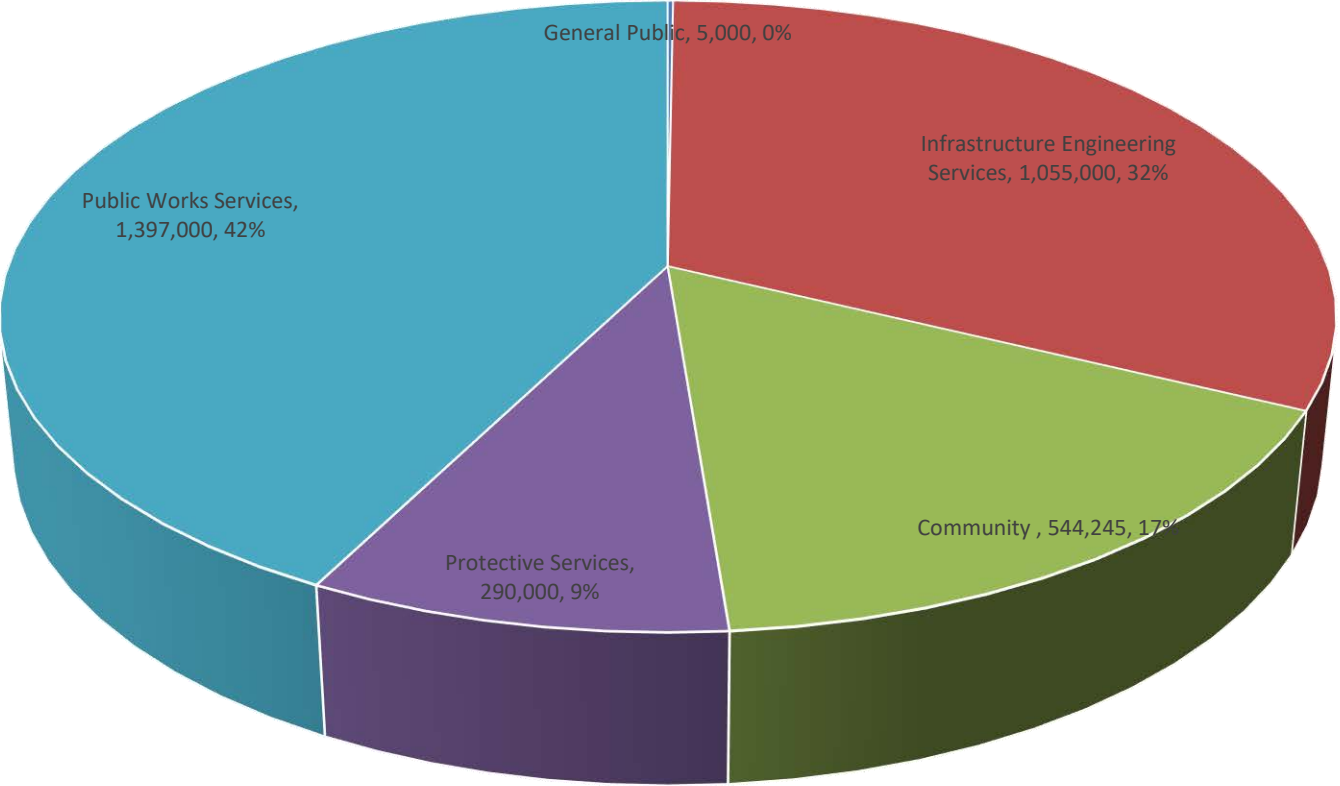
Carry-Over Projects

Projects	Costs
Document Management	\$70,000
Asset Management	\$70,000
Upgrades to South Trunk, East of Eastside	\$476,814
Eastside Surge Tanks	\$650,000
Jesmond Lift Station	\$355,935
Annual Inflow & Infiltration Remediation (2018)	\$171,222
Portable Washroom/Bouncy Castle/Movie Screen	\$43,500
Aquatic Centre Rehab	\$149,800
Library Rehab	\$130,000
River Valley Potable Water Distribution	\$350,000
Outfall Coulee Restoration	\$2,571,520
Annual Inflow & Infiltration Remediation (2017)	\$89,806
4 St NW (000-200) Final Lift	\$296,000
3 St NW (000-300) Final Lift	\$339,000
Splash Park Rehab (Apply under 2019 MSI)	\$100,000
Seniors Drop-In Centre Phase 1	\$30,000
Ball Diamond Washroom Refurb	\$8,000
Museum Rehab	\$20,000
Lift Station Upgrade	\$849,771



Capital Project Costs

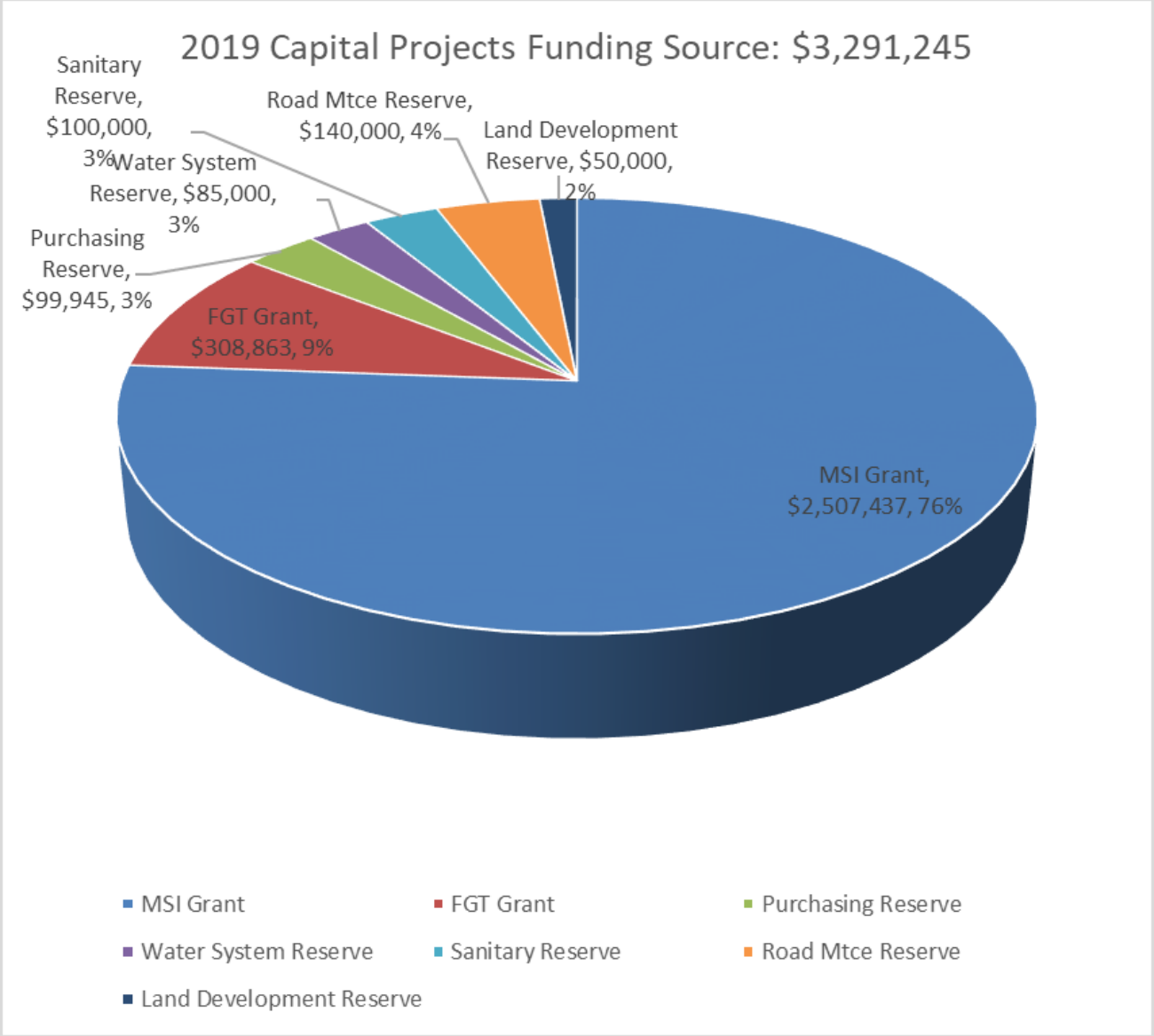
2019 Capital Projects Costs: \$3,291,245



■ General Public ■ Infrastructure Engineering Services ■ Community ■ Protective Services ■ Public Works Services



Capital Project Funding



Operating Budget Summary by Tree

Budget Year: 2019 & From Stage: <All> To Stage: <All>

	Expenditures	Revenues	Net
Main Budget	18,125,965	14,581,665	(3,544,300)
Main Budget	18,125,965	14,581,665	(3,544,300)
Administration	4,030,331	8,579,329	4,548,998
11-02 Legislative & Council	184,228	0	(184,228)
12-00 Administration	0	8,350,275	8,350,275
12-02 Administration General	1,673,199	229,054	(1,444,145)
80-01 Transfers	0	0	0
81-01 Unconditional Transfers	2,172,904	0	(2,172,904)
Community Services	1,828,752	435,383	(1,393,368)
51-00 Family & Community Support Services	119,624	145,406	25,782
51-04 Meals on Wheels	12,200	6,600	(5,600)
51-05 Family Services	0	0	0
51-07 Youth Project	36,000	0	(36,000)
51-08 Home Care	2,700	500	(2,200)
51-09 Other Community Programs	17,803	0	(17,803)
53-00 Special Transit	67,520	0	(67,520)
56-00 Cemetery	0	23,462	23,462
56-08 Cemetery General	45,994	0	(45,994)
70-06 Rec-Tangle General	295,852	0	(295,852)
70-65 Rec-Tangle - R&M Supplies	2,100	0	(2,100)
72-00 Recreation	241,416	230,625	(10,791)
72-03 Swimming Pool	315,960	0	(315,960)
72-08 Parks	308,264	0	(308,264)
72-65 Recreation - R&M Supplies	27,900	0	(27,900)
74-00 Culture Services	0	28,790	28,790
74-05 Museum	10,300	0	(10,300)
74-06 Library	225,961	0	(225,961)
74-08 Drop in Centre	29,451	0	(29,451)
74-10 Other Programs	55,707	0	(55,707)
79-10 Other Cultural Services	14,000	0	(14,000)
Planning & Engineering	1,092,847	569,710	(523,137)
27-00 Building & Development	91,616	15,500	(76,116)
61-00 Planning Services and Engineering	90,920	16,400	(74,520)
66-00 Subdivision and Land Development	504,718	500,510	(4,208)
66-06 Land Development	405,093	8,000	(397,093)
66-65 Planning Services - R&M Supplies	500	0	(500)
69-00 Building Rental and Land Lease	0	29,300	29,300
Protective Services	1,916,986	574,450	(1,342,536)
21-00 Police Services	1,267,969	519,100	(748,869)
23-00 Protective Services	0	1,600	1,600
23-02 Fire Protection	382,721	0	(382,721)
23-65 Fire - R&M Supplies	6,500	0	(6,500)
24-00 Disaster &Emergency Services	0	0	0
24-02 Disaster &Emergency Services General	77,460	0	(77,460)
26-02 Bylaw Enforcement General	149,872	41,000	(108,872)
26-08 Animal and Pest Control	3,240	12,750	9,510
26-11 Weed Control	27,835	0	(27,835)
26-65 Bylaw Vehicle and Equipment	1,389	0	(1,389)

Operating Budget Summary by Tree

Budget Year: 2019 & From Stage: <All> To Stage: <All>

	Expenditures	Revenues	Net
Public Works - Garbage Collection	650,355	601,543	(48,812)
43-00 Garbage Collection	0	601,543	601,543
43-09 Garbage Collection & Distribution	586,855	0	(586,855)
43-65 Garbage Collection - R&M Supplies	63,500	0	(63,500)
Public Works - Sanitary Sewer	1,358,505	1,114,050	(244,455)
42-00 Sanitary Sewer	0	1,114,050	1,114,050
42-09 Sanitary Sewer General	1,356,505	0	(1,356,505)
42-65 Sanitary Sewer - R&M Supplies	2,000	0	(2,000)
Public Works - Transportation & Storm	3,820,546	22,700	(3,797,846)
31-00 Public Services	0	1,000	1,000
31-02 Public Services General	279,388	0	(279,388)
32-00 Transportation	0	16,700	16,700
32-06 Transportation General	2,671,863	0	(2,671,863)
32-10 Sidewalks	80,500	0	(80,500)
32-62 Shop	268,159	0	(268,159)
32-65 Transportation - R&M Supplies	111,700	0	(111,700)
37-00 Storm Sewer & Drainage	408,436	5,000	(403,436)
37-65 Storm & Drainage R&M Supplies	500	0	(500)
Public Works - Water	3,427,643	2,684,500	(743,143)
41-00 Water	0	2,474,500	2,474,500
41-02 Water General	1,737,426	210,000	(1,527,426)
41-05 Water Biling and Collection	174,327	0	(174,327)
41-07 Water Pumping - Raw Water	0	0	0
41-08 Water Purification and Treatment	1,199,566	0	(1,199,566)
41-09 Water Transmission and Distribution	295,124	0	(295,124)
41-65 Water - R&M Supplies	21,200	0	(21,200)
Redcliff/Cypress Regional Landfill	0	0	0
Unassigned	0	0	0

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
11-02 Legislative & Council							
<i>Expense</i>							
2-11-02-113-000 Salaries and Wages	72,563	73,000	60,469	73,033	72,563	72,563	72,563
2-11-02-114-000 Per Diem	5,625	7,100	2,201	7,850	7,575	8,575	8,675
2-11-02-132-000 Benefits - Employer Contribution	5,449	9,106	5,981	11,537	9,586	9,586	9,586
2-11-02-136-000 Workers Compensation	0	0	891	1,053	1,265	1,277	1,289
2-11-02-137-000 Sick, Accident, Life Insurance	525	600	525	525	525	531	536
2-11-02-150-000 Council Fees	35,769	35,786	29,808	35,786	46,704	46,704	46,704
2-11-02-211-000 Travel Expense	9,076	19,811	9,267	22,311	20,810	23,420	24,830
2-11-02-219-000 Miscellaneous Services	0	0	5,270	5,000	1,000	1,000	1,000
2-11-02-221-000 Public Relations, Promotions & Adve	0	0	0	0	5,000	5,000	5,000
2-11-02-223-000 Registration & Tuition	4,822	9,300	4,202	9,300	9,500	9,710	9,920
2-11-02-511-000 General Goods and Supplies	0	0	501	4,700	4,700	4,700	4,700
2-11-02-770-000 Town Contribution to Other Org, Community Development	3,159	6,000	0	5,000	5,000	5,000	5,000
<i>Expense Total</i>	136,988	160,703	119,115	176,094	184,228	188,066	189,803
11-02 Legislative & Council Net Total	(136,988)	(160,703)	(119,115)	(176,094)	(184,228)	(188,066)	(189,803)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
12-00 Administration							
<i>Revenue</i>							
1-12-00-109-000 Cypress View Foundation	68,875	68,384	70,731	70,609	73,433	76,371	79,425
1-12-00-110-000 Real Property	8,475	0	11,217	0	0	0	0
1-12-00-110-001 Real Property - Residential	2,615,524	2,615,142	2,677,735	2,657,549	2,696,908	2,723,876	2,751,115
1-12-00-110-002 Real Property - Non-Residential	2,468,738	2,469,120	2,527,472	2,508,653	2,545,806	2,571,264	2,596,977
1-12-00-110-003 Real Property - Farmland	66,423	66,433	102,849	102,083	141,440	142,854	144,283
1-12-00-110-004 Real Property - M & E	96,857	96,872	99,170	98,423	99,881	100,880	101,889
1-12-00-110-005 Real Property - Designated Industrial Property	0	0	348	414	348	352	355
1-12-00-111-000 School Tax Levy	1,964,694	1,961,524	2,001,350	1,998,651	2,039,824	2,080,620	2,122,233
1-12-00-112-000 Real Property (MGB 147/08)	73,289	67,307	79,224	73,289	78,605	79,392	80,185
1-12-00-113-000 School Tax Levy (MGB 147/08)	54,991	52,757	57,353	56,037	57,191	59,704	62,403
1-12-00-114-000 Cypress View Foundation (MGB 147/0)	1,894	1,802	1,996	1,945	2,023	2,104	2,188
1-12-00-115-000 Designated Industrial Property (MGB 147/08)	0	0	85	86	85	86	87
1-12-00-120-000 Frontages - Annual	0	438,411	0	399,265	364,631	364,631	364,631
1-12-00-510-000 Tax Penalties	54,960	72,500	27,012	72,500	30,000	25,000	24,000
1-12-00-551-000 Interest on Investment	388,293	229,464	29,067	220,000	220,000	220,000	220,000
1-12-00-551-001 Interest Amortization on Premium/Di	(56,450)	0	0	100	100	100	100
<i>Revenue Total</i>	7,806,562	8,139,716	7,685,608	8,259,604	8,350,275	8,447,234	8,549,871
12-00 Administration Net Total	7,806,562	8,139,716	7,685,608	8,259,604	8,350,275	8,447,234	8,549,871

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
12-02 Administration General							
<i>Revenue</i>							
1-12-02-413-000 Reports, Maps, Faxes, Copies, Development Fees	21	100	0	50	0	0	0
1-12-02-413-001 Reports, Maps, Faxes, Copies, Etc.	0	0	0	0	20	20	20
1-12-02-414-000 Tax Certificates	11,152	8,000	8,167	8,500	8,200	8,000	7,500
1-12-02-490-000 Sales Rev (Promotion, Golf Course Pumping Water, Cemetery)	0	10	0	10	0	0	0
1-12-02-490-001 Promotional Items	0	0	0	0	10	10	10
1-12-02-491-000 Miscellaneous Revenue	12,933	15,000	13,170	5,000	10,000	10,000	10,000
1-12-02-511-000 Penalties	1,156	900	6,443	100	1,000	1,200	1,300
1-12-02-520-000 Business Licenses; Permits and Licenses	42,400	46,000	41,479	46,460	43,000	43,500	44,000
1-12-02-522-000 Other Business Permits and Licenses	525	500	483	505	0	0	0
1-12-02-570-000 Insurance Proceeds	0	100	57,227	101	100	100	100
1-12-02-590-000 Non-Government Grants/Donations	0	200	0	50	10	10	10
1-12-02-601-000 Gain / Loss on Sale of Tangible Cap	0	5,000	0	5,050	2,000	3,000	3,000
1-12-02-601-001 Gain/loss on Sale of Investments	465	0	0	50,000	1,000	1,000	2,000
1-12-02-840-000 Provincial Grants	50,557	51,000	51,182	50,700	51,182	52,000	53,000
1-12-02-920-000 Contributed from Reserve for Operat	27,291	105,132	0	85,982	110,132	3,783	0
1-12-02-960-000 Office Recovery - FCSS	2,400	2,400	2,400	2,400	2,400	2,400	2,400
<i>Revenue Total</i>	148,899	234,342	180,551	254,908	229,054	125,023	123,340
<i>Expense</i>							
2-12-02-113-000 Salaries and Wages	418,115	398,874	344,695	424,648	417,598	425,950	434,469
2-12-02-132-000 Benefits - Employer Contribution	126,930	105,555	95,137	116,589	101,772	103,807	105,884
2-12-02-136-000 Workers Compensation	30,860	30,573	3,200	3,765	4,115	4,197	4,281
2-12-02-140-000 Staff Relations	10,685	9,100	4,562	9,851	9,900	9,910	9,910

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
12-02 Administration General							
2-12-02-211-000 Travel Expense	9,147	22,750	12,288	35,700	30,450	33,750	35,350
2-12-02-216-000 Postage, Freight & Courier Services	4,870	7,000	6,922	6,700	4,500	4,300	4,000
2-12-02-217-000 Phone & Internet	12,252	10,000	7,681	10,100	9,200	9,100	9,000
2-12-02-219-000 Miscellaneous Services	32,720	61,000	21,757	56,000	36,010	1,020	1,030
2-12-02-221-000 Public Relations, Promotions & Adve	33,419	46,157	27,923	43,332	38,332	27,083	23,300
2-12-02-223-000 Registration & Tuition	11,643	18,800	5,208	11,750	15,445	10,420	10,690
2-12-02-225-000 Memberships	63,657	65,195	66,007	68,070	67,280	68,775	70,315
2-12-02-231-000 Professional Services: Audit; Planning & Devpt Studies	14,783	17,613	10,870	19,250	0	0	0
2-12-02-231-001 Professional Service: Audit	0	0	0	0	15,837	16,233	16,638
2-12-02-232-000 Professional Services: Legal & L.R.	16,780	30,000	12,948	30,000	30,000	30,000	30,000
2-12-02-236-000 Contracted Services: Admin Support	0	600	1,400	500	800	600	500
2-12-02-237-000 Special Services: Janitorial Contra	6,588	9,015	5,490	9,105	6,588	6,588	6,588
2-12-02-238-000 Professional Serv.: Assessing & App	63,503	65,244	48,834	65,472	68,325	68,825	72,773
2-12-02-248-000 Information System Support	13,713	17,550	15,273	18,000	13,900	14,100	14,300
2-12-02-249-000 Hardware & Software Upgrade/Replacement; Replot & Survey for Land Dev	15,537	30,190	31,443	53,000	0	0	0
2-12-02-249-001 Hardware & Software Upgrade/Replacement	0	0	0	0	29,000	16,000	16,000
2-12-02-252-000 Contracted R & M Building	13,074	13,500	4,202	11,500	73,250	6,400	6,440
2-12-02-253-000 Contracted R & M Equipment	17,133	23,000	12,631	14,847	20,528	20,700	21,010
2-12-02-254-000 Software Mtce & Licenses; Street Lighting for Roads	20,365	27,901	31,166	32,330	0	0	0
2-12-02-254-001 Software Maintenance & Licenses	0	0	0	0	43,900	44,020	44,130
2-12-02-270-000 Tax on Leases and Other Town Lands	18,863	20,000	19,535	20,000	20,000	20,000	20,000
2-12-02-274-000 Insurance Costs	159,627	161,000	193,374	162,610	162,000	162,000	162,000
2-12-02-275-000 Penalties & Service Charges	298	400	61	404	200	200	200

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
12-02 Administration General							
2-12-02-291-000 Election Expense; Provision for Landfill Closure	5,817	15,000	0	0	0	0	0
2-12-02-342-000 Land Titles Office Expenditures	475	520	152	600	350	350	350
2-12-02-511-000 General Goods and Supplies	11,220	17,277	12,424	19,125	16,345	15,565	15,885
2-12-02-530-000 R & M Supplies Building	783	7,000	5,792	11,000	7,070	7,140	7,211
2-12-02-531-000 R & M Supplies	7,958	7,000	1,569	3,500	3,600	3,700	3,800
2-12-02-540-000 Utilities	5,412	8,000	5,760	5,868	7,800	7,900	8,100
2-12-02-660-000 Amortization Expense	49,923	56,809	0	58,395	53,237	55,898	58,693
2-12-02-762-000 Contributed to Reserves	774,252	401,650	366,650	366,650	316,650	316,650	316,650
2-12-02-770-000 Town Contribution to Other Org, Community Development	20,000	20,000	20,000	20,000	20,000	20,000	20,000
2-12-02-810-000 Bank Charges	9,341	12,000	11,888	8,170	10,181	10,192	10,193
2-12-02-811-000 Over & Short	38	50	6	51	30	30	30
2-12-02-831-041 Debenture Debt - Interest-Water Loc	3,789	3,788	0	3,310	2,802	2,266	1,699
2-12-02-831-042 Debenture Debt - Interest-Sew Local	1,615	1,615	0	1,362	1,095	812	513
2-12-02-832-041 Debenture Debt - Principal-Water Lo	8,505	8,505	0	8,985	9,492	10,028	10,595
2-12-02-832-042 Debenture Debt - Principal-Sewer Lo	4,495	4,496	0	4,748	5,016	5,299	5,598
2-12-02-900-000 Uncollectibles	3,195	3,500	(300)	3,535	500	500	500
2-12-02-910-000 Collection Agency Fee	0	100	0	100	100	100	100
<i>Expense Total</i>	2,021,377	1,758,327	1,406,549	1,738,922	1,673,199	1,560,408	1,578,726
12-02 Administration General Net Total	(1,872,478)	(1,523,985)	(1,225,998)	(1,484,014)	(1,444,145)	(1,435,385)	(1,455,386)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
21-00 Police Services							
<i>Revenue</i>							
1-21-00-530-000 Police Fines - Cost Distribution	29,816	30,000	28,073	30,300	30,300	30,300	30,300
1-21-00-560-000 Building Rental - Commercial Long T	145,369	149,300	120,000	150,793	144,000	144,000	144,000
1-21-00-840-000 Provincial Grants	344,704	344,704	344,800	348,151	344,800	344,800	344,800
<i>Revenue Total</i>	519,889	524,004	492,873	529,244	519,100	519,100	519,100
<i>Expense</i>							
2-21-00-113-000 Salaries and Wages	0	0	0	0	0	0	0
2-21-00-113-031 Salaries and Wages	14,634	13,639	10,154	14,765	14,764	15,059	15,359
2-21-00-132-000 Benefits - Employer Contribution	5,329	0	2,971	3,887	3,607	3,680	3,753
2-21-00-132-031 Redirect Benefits - P/S	0	3,638	0	0	0	0	0
2-21-00-136-000 Workers Compensation	0	0	84	140	149	152	156
2-21-00-237-000 Special Services: Janitorial Contra	20,280	21,600	16,900	21,816	21,600	21,600	21,600
2-21-00-251-000 Contracted R & M	7,310	6,500	5,210	8,500	8,600	8,700	8,800
2-21-00-252-000 Contracted R & M Building	21,694	9,000	7,240	9,000	9,100	9,200	9,300
2-21-00-274-000 Insurance Costs	0	2,000	2,023	2,020	2,040	2,061	2,081
2-21-00-300-000 Police Contracting incl. Resource O	1,022,167	1,038,021	697,110	1,048,401	1,022,500	1,022,500	1,022,500
2-21-00-530-000 R & M Supplies Building	0	2,500	840	2,525	2,500	2,500	2,500
2-21-00-540-000 Utilities	13,332	18,500	15,650	18,685	18,900	19,000	19,500
2-21-00-660-000 Amortization Expense	67,141	67,141	0	67,141	71,598	75,178	78,937
2-21-00-831-000 Debenture Debt - Interest	39,227	39,227	0	37,123	34,936	32,662	30,299
2-21-00-832-000 Debenture Debt - Principal	53,382	53,382	0	55,486	57,674	59,947	62,310
<i>Expense Total</i>	1,264,494	1,275,148	758,183	1,289,489	1,267,969	1,272,239	1,277,096
21-00 Police Services Net Total	(744,605)	(751,144)	(265,310)	(760,245)	(748,869)	(753,139)	(757,996)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
23-00 Protective Services							
<i>Revenue</i>							
1-23-00-352-000 Alberta Transportation Fire Calls	0	1,000	0	1,010	1,000	1,000	1,000
1-23-00-410-000 Other Fire Calls, Community Garden Memberships	0	500	0	505	500	500	500
1-23-00-411-000 Inspections - As Requested, Doc for Tender Process, Street Repair	0	100	150	101	0	0	0
1-23-00-411-001 Inspections - As Requested	0	0	0	0	100	100	100
1-23-00-920-000 Contributed from Reserve for Operat	6,000	21,000	0	0	0	0	0
<i>Revenue Total</i>	6,000	22,600	150	1,616	1,600	1,600	1,600
23-00 Protective Services Net Total	6,000	22,600	150	1,616	1,600	1,600	1,600

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
23-02 Fire Protection							
<i>Expense</i>							
2-23-02-113-000 Salaries and Wages	15,240	51,108	14,920	43,974	67,725	69,080	70,462
2-23-02-113-031 Salaries and Wages	3,731	3,258	3,944	3,300	4,442	4,531	4,622
2-23-02-113-115 Fire Fighter's Fee (Volunteer Force	43,549	50,160	28,084	46,300	45,860	46,778	47,713
2-23-02-114-000 Per Diem	0	7,400	0	7,400	4,000	4,000	4,000
2-23-02-132-000 Benefits - Employer Contribution	6,517	11,312	3,680	6,706	10,933	11,152	11,374
2-23-02-136-000 Workers Compensation	0	0	590	460	1,285	1,311	1,337
2-23-02-137-000 Sick, Accident, Life Insurance	925	800	1,385	925	1,385	1,413	1,441
2-23-02-140-000 Staff Relations	0	0	0	0	200	250	300
2-23-02-211-000 Travel Expense	0	4,400	286	4,444	4,400	4,500	4,500
2-23-02-217-000 Phone & Internet	1,770	2,000	1,731	2,020	2,000	2,000	2,000
2-23-02-223-000 Registration & Tuition	571	2,200	2,040	2,222	2,200	2,200	2,200
2-23-02-225-000 Memberships	180	225	180	227	230	232	232
2-23-02-251-000 Contracted R & M	1,224	16,000	470	16,160	16,000	16,000	16,000
2-23-02-252-000 Contracted R & M Building	1,221	1,000	1,239	4,000	2,525	2,550	2,550
2-23-02-253-000 Contracted R & M Equipment	5,460	5,600	1,849	5,656	5,700	5,700	5,700
2-23-02-254-000 Software Mtce & Licenses; Street Lighting for Roads	1,275	1,600	588	1,616	1,600	1,600	1,600
2-23-02-271-000 Licenses & Permits	898	850	898	859	900	900	900
2-23-02-504-000 Machines & Equipment (Under \$5,000)	14,403	14,000	17,787	14,140	14,300	14,300	14,300
2-23-02-510-000 Uniforms	2,543	3,000	0	3,030	3,000	3,000	3,000
2-23-02-511-000 General Goods and Supplies	546	500	54	505	0	0	0
2-23-02-511-001 Fire Prevention	0	0	0	0	500	500	500
2-23-02-519-000 General Goods and Supplies	1,713	1,300	1,099	1,313	1,300	1,300	1,300
2-23-02-521-000 Gas & Oil	516	1,000	106	1,010	1,000	1,000	1,000

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
23-02 Fire Protection							
2-23-02-530-000 R & M Supplies Building	619	1,300	502	1,313	1,300	1,300	1,300
2-23-02-540-000 Utilities	3,211	4,300	3,402	4,343	4,300	4,300	4,300
2-23-02-660-000 Amortization Expense	28,886	30,462	0	29,674	30,803	32,343	33,960
2-23-02-762-000 Contributed to Reserves	150,000	150,000	150,000	150,000	150,000	150,000	150,000
2-23-02-831-000 Debenture Debt - Interest	1,652	1,653	0	1,172	907	907	625
2-23-02-832-000 Debenture Debt - Principal	3,444	3,444	0	3,676	3,925	4,190	4,473
<i>Expense Total</i>	290,093	368,872	234,835	356,445	382,721	387,337	391,688
23-02 Fire Protection Net Total	(290,093)	(368,872)	(234,835)	(356,445)	(382,721)	(387,337)	(391,688)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
23-65 Fire - R&M Supplies							
<i>Expense</i>							
2-23-65-520-107 R & M Supplies - '96 Ford 3/4 Ton T	962	1,000	0	1,010	1,000	1,000	1,000
2-23-65-520-120 R & M Supplies - '05 Freight Liner	1,318	1,500	480	1,515	1,500	1,500	1,500
2-23-65-520-127 R & M Supplies - '08 Ford F550 Resc	374	1,000	0	1,010	1,000	1,000	1,000
2-23-65-520-141 R & M Supplies - '84 Ford C800 Fire	367	1,000	0	1,010	1,000	1,000	1,000
2-23-65-520-149 R & M Supplies - '15 Ford F250 4x4	0	1,000	0	1,010	1,000	1,000	1,000
2-23-65-520-184 R & M Supplies - 1995 E-One Cyclone Pumper	0	0	84	0	1,000	1,000	1,000
<i>Expense Total</i>	3,021	5,500	564	5,555	6,500	6,500	6,500
23-65 Fire - R&M Supplies Net Total	(3,021)	(5,500)	(564)	(5,555)	(6,500)	(6,500)	(6,500)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
24-02 Disaster &Emergency Services General							
<i>Expense</i>							
2-24-02-113-000 Salaries and Wages	25,086	23,381	17,408	25,309	34,577	35,269	35,974
2-24-02-132-000 Benefits - Employer Contribution	9,135	6,235	5,093	6,664	8,381	8,549	8,720
2-24-02-136-000 Workers Compensation	0	0	187	240	352	359	367
2-24-02-346-000 Regional Disaster Services	13,261	15,000	0	15,150	15,150	15,150	15,150
2-24-02-347-000 Disaster Services Train.	1,819	5,000	2,861	5,050	5,000	5,000	5,000
2-24-02-348-000 911 Emergency Service	9,779	10,900	11,200	12,509	14,000	15,500	17,000
<i>Expense Total</i>	59,079	60,516	36,749	64,922	77,460	79,828	82,211
24-02 Disaster &Emergency Services General Net Total	(59,079)	(60,516)	(36,749)	(64,922)	(77,460)	(79,828)	(82,211)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
26-02 Bylaw Enforcement General							
<i>Revenue</i>							
1-26-02-520-000 Business Licenses; Permits and Licenses	50,775	38,000	50,153	40,000	0	0	0
1-26-02-520-001 Permits and Licences	0	0	0	0	40,000	40,000	40,000
1-26-02-530-000 Police Fines - Cost Distribution	100	1,000	3,440	1,010	1,000	1,000	1,000
<i>Revenue Total</i>	50,875	39,000	53,593	41,010	41,000	41,000	41,000
<i>Expense</i>							
2-26-02-113-000 Salaries and Wages	78,837	87,924	60,667	92,165	106,727	108,862	111,039
2-26-02-113-065 Salaries and Wages	2,352	2,992	1,999	2,943	2,947	3,006	3,067
2-26-02-132-000 Benefits - Employer Contribution	27,119	21,819	15,420	24,887	23,946	24,425	24,914
2-26-02-136-000 Workers Compensation	0	0	916	925	1,153	1,176	1,200
2-26-02-211-000 Travel Expense	1,939	1,050	865	1,600	1,600	1,600	1,600
2-26-02-217-000 Phone & Internet	2,153	1,600	1,085	1,616	1,650	1,650	1,650
2-26-02-223-000 Registration & Tuition	60	1,000	50	1,210	1,400	1,200	1,200
2-26-02-225-000 Memberships	0	250	0	253	250	250	250
2-26-02-529-000 Small Tools & Equipment Supplies	4,470	4,850	2,449	4,899	4,800	4,800	4,800
2-26-02-660-000 Amortization Expense	5,063	5,064	0	5,064	5,400	5,670	5,953
<i>Expense Total</i>	121,993	126,549	83,452	135,561	149,872	152,639	155,672
26-02 Bylaw Enforcement General Net Total	(71,119)	(87,549)	(29,859)	(94,551)	(108,872)	(111,639)	(114,672)

Multi-Yr Budget

Budget Year: 2019

26-08 Animal and Pest Control

Revenue

1-26-08-525-000 Dog License	11,530	12,000	12,338	12,120	12,250	12,250	12,250
1-26-08-535-000 Animal Impounding & Fines	410	500	155	505	500	500	500

Revenue Total

11,940	12,500	12,493	12,625	12,750	12,750	12,750
--------	--------	--------	--------	--------	--------	--------

Expense

2-26-08-219-000 Miscellaneous Services	2,000	2,000	190	2,020	0	0	0
2-26-08-219-001 Animal Administration Fee (Euthanasia)	0	0	0	0	2,040	2,061	2,081
2-26-08-519-000 General Goods and Supplies	2,638	1,200	829	1,212	1,200	1,200	1,200

Expense Total

4,638	3,200	1,019	3,232	3,240	3,261	3,281
-------	-------	-------	-------	-------	-------	-------

26-08 Animal and Pest Control Net Total

7,302	9,300	11,473	9,393	9,510	9,489	9,469
-------	-------	--------	-------	-------	-------	-------

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
26-11 Weed Control							
<i>Expense</i>							
2-26-11-113-000 Salaries and Wages	0	0	0	0	0	0	0
2-26-11-113-031 Salaries and Wages	10,442	12,132	12,437	16,160	20,367	20,775	21,190
2-26-11-132-000 Benefits - Employer Contribution	0	2,735	0	4,385	4,453	4,542	4,633
2-26-11-136-000 Workers Compensation	0	0	96	158	216	221	225
2-26-11-519-000 General Goods and Supplies	2,636	2,000	656	2,800	2,800	2,800	2,800
<i>Expense Total</i>	13,078	16,867	13,189	23,503	27,835	28,337	28,847
26-11 Weed Control Net Total	(13,078)	(16,867)	(13,189)	(23,503)	(27,835)	(28,337)	(28,847)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
26-65 Bylaw Vehicle and Equipment							
<i>Expense</i>							
2-26-65-520-148 R&M Supplies - '14 NISSAN ROGUE	1,978	1,200	2,508	1,872	1,389	2,406	1,428
<i>Expense Total</i>	1,978	1,200	2,508	1,872	1,389	2,406	1,428
26-65 Bylaw Vehicle and Equipment Net Total	(1,978)	(1,200)	(2,508)	(1,872)	(1,389)	(2,406)	(1,428)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
27-00 Building & Development							
<i>Revenue</i>							
1-27-00-527-000 Commissions Gas/Electric/Plumbing/B	14,018	11,000	11,249	15,000	15,500	16,000	16,500
<i>Revenue Total</i>	14,018	11,000	11,249	15,000	15,500	16,000	16,500
<i>Expense</i>							
2-27-00-113-000 Salaries and Wages	74,583	81,286	67,184	63,839	65,111	66,413	67,741
2-27-00-132-000 Benefits - Employer Contribution	20,396	16,800	18,779	17,165	16,210	16,535	16,865
2-27-00-136-000 Workers Compensation	0	0	544	614	690	704	718
2-27-00-211-000 Travel Expense	2,091	4,600	3,201	3,000	3,050	3,100	3,150
2-27-00-217-000 Phone & Internet	1,277	1,100	748	1,200	1,200	1,200	1,200
2-27-00-223-000 Registration & Tuition	3,278	6,000	1,532	2,000	2,000	2,000	2,000
2-27-00-225-000 Memberships	100	200	320	320	335	350	365
2-27-00-234-000 Contract Inspections	0	2,000	17,456	2,020	2,000	2,000	2,000
2-27-00-511-000 General Goods and Supplies	308	1,000	517	1,010	1,020	1,030	1,040
<i>Expense Total</i>	102,033	112,986	110,281	91,168	91,616	93,333	95,079
27-00 Building & Development Net Total	(88,015)	(101,986)	(99,032)	(76,168)	(76,116)	(77,333)	(78,579)

Multi-Yr Budget

Budget Year: 2019

31-00 Public Services

Revenue

1-31-00-419-000 Custom Service - General

Revenue Total

31-00 Public Services Net Total

2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
0	1,000	0	1,000	1,000	1,000	1,000
0	1,000	0	1,000	1,000	1,000	1,000
0	1,000	0	1,000	1,000	1,000	1,000

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
31-02 Public Services General							
<i>Expense</i>							
2-31-02-113-000 Salaries and Wages	125,988	135,019	112,178	141,287	140,012	142,813	145,669
2-31-02-113-065 Salaries and Wages	0	0	0	0	0	0	0
2-31-02-113-066 Salaries and Wages	27,339	26,807	26,726	34,303	33,382	34,050	34,731
2-31-02-132-000 Benefits - Employer Contribution	36,369	40,951	36,626	38,522	36,397	37,125	37,868
2-31-02-136-000 Workers Compensation	0	0	1,358	1,509	1,806	1,842	1,879
2-31-02-140-000 Staff Relations	230	1,506	575	1,500	1,850	1,900	1,950
2-31-02-211-000 Travel Expense	756	4,000	2,338	4,000	4,000	4,000	4,000
2-31-02-218-000 Mobile Phone (2.26.02.217.0	2,563	3,400	2,122	3,434	3,500	3,500	3,500
2-31-02-223-000 Registration & Tuition	4,724	5,300	3,834	4,800	7,000	7,000	7,000
2-31-02-225-000 Memberships	172	1,500	986	1,550	1,550	1,550	1,550
2-31-02-253-000 Contracted R & M Equipment	885	700	310	700	662	675	689
2-31-02-504-000 Machines & Equipment (Under \$5,000)	0	0	43	4,000	4,000	6,500	4,245
2-31-02-511-000 General Goods and Supplies	6,841	7,000	7,156	10,100	10,500	10,500	10,500
2-31-02-660-000 Amortization Expense	32,567	39,067	0	32,094	34,729	36,465	38,289
<i>Expense Total</i>	238,433	265,250	194,252	277,800	279,388	287,919	291,870
31-02 Public Services General Net Total	(238,433)	(265,250)	(194,252)	(277,800)	(279,388)	(287,919)	(291,870)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
32-00 Transportation							
<i>Revenue</i>							
1-32-00-411-000 Inspections - As Requested, Doc for Tender Process, Street Repair	13,747	10,000	13,700	10,000	0	0	0
1-32-00-411-003 Street Repair	0	0	0	0	10,200	10,404	10,612
1-32-00-412-000 Sidewalk, Curb & Gutter Repair	8,746	5,000	8,625	5,000	6,000	6,000	6,000
1-32-00-490-000 Sales Rev (Promotion, Golf Course Pumping Water, Cemetery)	5,697	500	0	500	0	0	0
1-32-00-491-000 Miscellaneous Revenue	0	0	0	0	500	500	500
<i>Revenue Total</i>	28,190	15,500	22,325	15,500	16,700	16,904	17,112
32-00 Transportation Net Total	28,190	15,500	22,325	15,500	16,700	16,904	17,112

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
32-06 Transportation General							
<i>Expense</i>							
2-32-06-113-000 Salaries and Wages	124,899	110,976	99,355	116,401	117,280	119,626	122,019
2-32-06-113-065 Salaries and Wages	51,374	61,334	45,068	60,336	60,412	61,621	62,853
2-32-06-132-000 Benefits - Employer Contribution	37,125	43,800	32,229	40,016	38,849	39,626	40,419
2-32-06-136-000 Workers Compensation	0	0	1,135	1,578	1,884	1,922	1,961
2-32-06-251-000 Contracted R & M	138,869	140,000	35,607	135,000	132,000	134,500	137,000
2-32-06-254-000 Software Mtce & Licenses; Street Lighting for Roads	72,702	100,000	71,403	100,000	0	0	0
2-32-06-254-002 Street Lighting	0	0	0	0	100,000	100,000	100,000
2-32-06-257-000 Contracted R & M Railway Crossings	7,174	9,000	5,580	9,000	11,000	11,000	11,000
2-32-06-527-000 R & M Supplies - Gravel and Sand	11,475	30,000	16,155	34,500	36,600	39,100	39,100
2-32-06-529-000 Small Tools & Equipment Supplies	1,659	2,000	818	2,000	2,000	2,000	2,000
2-32-06-530-000 R & M Supplies Building	19,536	20,000	8,034	20,000	20,000	20,000	20,000
2-32-06-539-000 R & M Supplies Road Signs	4,703	5,000	5,815	5,000	5,100	5,202	5,306
2-32-06-660-000 Amortization Expense	1,725,585	1,756,357	0	1,751,578	1,840,133	1,932,139	2,028,746
2-32-06-762-000 Contributed to Reserves	55,594	10,000	10,000	10,000	10,000	10,000	10,000
2-32-06-831-000 Debenture Debt - Interest	105,662	109,379	0	98,271	86,828	76,685	66,583
2-32-06-832-000 Debenture Debt - Principal	223,761	223,761	0	231,248	209,777	211,589	221,692
<i>Expense Total</i>	2,580,117	2,621,607	331,198	2,614,928	2,671,863	2,765,011	2,868,679
32-06 Transportation General Net Total	(2,580,117)	(2,621,607)	(331,198)	(2,614,928)	(2,671,863)	(2,765,011)	(2,868,679)

Multi-Yr Budget

Budget Year: 2019

32-10 Sidewalks

Expense

2-32-10-251-000 Contracted R & M

2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
36,998	65,000	54,813	65,000	80,000	85,000	90,000

2-32-10-530-000 R & M Supplies Building

0	0	14	500	500	500	500
---	---	----	-----	-----	-----	-----

Expense Total

36,998	65,000	54,827	65,500	80,500	85,500	90,500
--------	--------	--------	--------	--------	--------	--------

32-10 Sidewalks Net Total

(36,998)	(65,000)	(54,827)	(65,500)	(80,500)	(85,500)	(90,500)
----------	----------	----------	----------	----------	----------	----------

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
32-62 Shop							
<i>Expense</i>							
2-32-62-113-000 Salaries and Wages	79,238	86,842	73,664	78,795	90,340	92,146	93,990
2-32-62-132-000 Benefits - Employer Contribution	20,771	21,975	18,339	21,822	21,201	21,625	22,057
2-32-62-136-000 Workers Compensation	0	0	818	772	958	978	997
2-32-62-217-000 Phone & Internet	6,486	6,000	5,648	7,000	7,000	7,000	7,000
2-32-62-237-000 Special Services: Janitorial Contra	6,360	6,360	5,300	6,424	6,360	6,360	6,360
2-32-62-252-000 Contracted R & M Building	30,056	30,000	11,163	10,000	15,000	15,000	15,000
2-32-62-253-000 Contracted R & M Equipment	743	1,000	17,142	25,000	12,800	16,000	9,000
2-32-62-512-000 Protective Clothing and Supplies	3,373	4,000	1,477	4,000	4,000	4,000	4,000
2-32-62-519-000 General Goods and Supplies	3,745	4,000	2,090	4,000	4,000	4,000	4,000
2-32-62-521-000 Gas & Oil	92,135	75,000	67,975	80,000	85,000	90,000	95,000
2-32-62-529-000 Small Tools & Equipment Supplies	4,970	4,000	2,816	4,500	5,000	5,000	5,000
2-32-62-530-000 R & M Supplies Building	51	1,500	1,081	1,500	1,500	1,500	1,500
2-32-62-540-000 Utilities	9,148	11,000	10,030	11,000	15,000	15,000	15,000
<i>Expense Total</i>	257,076	251,677	217,542	254,812	268,159	278,609	278,903
32-62 Shop Net Total	(257,076)	(251,677)	(217,542)	(254,812)	(268,159)	(278,609)	(278,903)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
32-65 Transportation - R&M Supplies							
<i>Expense</i>							
2-32-65-265-000 Equipment Rental	1,262	2,000	0	2,000	2,000	2,000	0
2-32-65-520-000 Graveliners	3,702	4,000	866	4,000	4,000	4,000	4,000
2-32-65-520-095 R & M Supplies - Bobcat Trailer	0	500	848	1,400	500	500	500
2-32-65-520-096 R & M Supplies - New Holland 6635 R	4,589	4,000	0	0	0	0	0
2-32-65-520-102 R & M Supplies - '95 John Deere 770	7,587	9,000	4,129	5,000	19,000	9,000	9,000
2-32-65-520-110 R & M Supplies - Case 580SM Backhoe	11,845	14,000	3,810	16,350	20,250	16,800	19,000
2-32-65-520-114 R & M Supplies - Air Compressor w/	271	500	109	500	500	500	500
2-32-65-520-115 R & M Supplies - '04 GMC Sierra 350	1,219	1,500	0	0	0	0	0
2-32-65-520-116 R & M Supplies - '04 Portable Gener	620	1,500	0	1,500	1,500	1,500	1,500
2-32-65-520-118 R & M Supplies - '05 Chev. 3ton Tru	1,216	2,000	1,526	0	2,000	2,000	2,000
2-32-65-520-119 R & M Supplies - '06 International	8,208	4,000	8,091	15,000	3,500	3,500	3,500
2-32-65-520-121 R & M Supplies - '05 New Holland Tr	15,637	18,000	0	0	7,000	8,000	10,000
2-32-65-520-135 R & M Supplies - '09 Elgin Street S	8,384	10,000	7,492	10,000	12,500	10,500	10,750
2-32-65-520-136 R & M Supplies - '10 Ford F150 Supe	188	1,000	121	1,000	2,000	1,000	1,000
2-32-65-520-138 R & M Supplies - '10 Ford F150 Supe	1,411	2,000	49	1,000	2,000	2,300	1,000
2-32-65-520-144 R & M Supplies - '13 Bobcat Skid St	300	1,000	5,282	7,750	2,000	3,500	6,000
2-32-65-520-147 R & M Supplies - '13 GMC Sierra 150	0	1,000	89	1,000	3,200	1,000	1,000
2-32-65-520-151 R & M Supplies - '14 Land Pride Fla	1,747	1,500	0	0	1,500	1,500	1,500
2-32-65-520-154 R & M Supplies - '13 Shulte Mower	1,395	1,500	0	0	1,500	1,500	1,500
2-32-65-520-161 R & M Supplies - '16 Ford F150	0	0	90	0	0	0	0
2-32-65-520-162 R & M Supplies - '16 Ford F150	187	1,000	976	1,000	1,000	1,000	2,300
2-32-65-520-164 R & M Supplies - '17 Freightliner T	665	2,000	1,123	5,000	5,500	12,000	6,000
2-32-65-520-166 R & M Supplies - '16 Bobcat Snowblo	0	500	144	500	500	500	500

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
32-65 Transportation - R&M Supplies							
2-32-65-520-169 R & M Supplies - Grader	3,495	5,000	5,955	9,000	9,000	25,500	9,000
2-32-65-520-170 R & M Supplies - Drum Roller	178	1,000	0	1,000	1,000	1,000	1,000
2-32-65-520-174 R & M Supplies - Sander Spreader	0	0	4,529	2,500	2,500	2,500	2,500
2-32-65-520-175 R & M Supplies - Asphalt Crack Sealer	0	0	99	750	750	750	750
2-32-65-520-176 R & M Supplies - Gravel/Plow Truck	0	0	0	2,500	2,500	5,000	5,000
2-32-65-520-177 R & M Supplies - Crane Truck	0	0	884	2,500	2,500	4,000	4,500
2-32-65-520-178 R & M Supplies - Pickup Truck	0	0	157	1,000	1,000	1,000	2,500
2-32-65-520-183 R & M Supplies - Generator/Light Tower	0	0	0	0	500	500	500
<i>Expense Total</i>	74,104	88,500	46,368	92,250	111,700	122,850	107,300
32-65 Transportation - R&M Supplies Net Total	(74,104)	(88,500)	(46,368)	(92,250)	(111,700)	(122,850)	(107,300)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
37-00 Storm Sewer & Drainage							
<i>Revenue</i>							
1-37-00-423-000 Storm Sewer Installation	881	5,000	0	5,000	5,000	5,000	0
<i>Revenue Total</i>	881	5,000	0	5,000	5,000	5,000	0
<i>Expense</i>							
2-37-00-113-000 Salaries and Wages	26,189	25,097	22,393	30,866	20,169	20,573	20,984
2-37-00-113-066 Salaries and Wages	27,339	26,807	26,726	26,343	33,382	34,050	34,731
2-37-00-132-000 Benefits - Employer Contribution	10,176	13,589	10,800	13,412	11,810	12,046	12,287
2-37-00-136-000 Workers Compensation	0	0	381	536	540	551	562
2-37-00-251-000 Contracted R & M	0	4,000	1,667	4,000	4,000	4,000	4,000
2-37-00-530-000 R & M Supplies Building	1,342	2,500	0	2,500	2,500	2,500	2,500
2-37-00-531-000 R & M Supplies	34	500	263	500	500	500	500
2-37-00-540-000 Utilities	2,362	4,000	2,243	4,000	4,500	4,500	4,500
2-37-00-660-000 Amortization Expense	275,019	221,373	0	253,575	293,275	307,939	323,336
2-37-00-762-000 Contributed to Reserves	10,000	10,000	10,000	10,000	10,000	10,000	10,000
2-37-00-831-000 Debenture Debt - Interest	12,154	12,155	0	8,264	4,160	2,941	1,660
2-37-00-832-000 Debenture Debt - Principal	70,929	70,929	0	74,819	23,600	24,819	14,935
<i>Expense Total</i>	435,544	390,950	74,473	428,816	408,436	424,420	429,996
37-00 Storm Sewer & Drainage Net Total	(434,663)	(385,950)	(74,473)	(423,816)	(403,436)	(419,420)	(429,996)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
37-65 Storm & Drainage R&M Supplies							
<i>Expense</i>							
2-37-65-520-158 R & M Supplies - 2012 Portable Irr	151	500	2,773	3,005	500	500	500
<i>Expense Total</i>	151	500	2,773	3,005	500	500	500
37-65 Storm & Drainage R&M Supplies Net Total	(151)	(500)	(2,773)	(3,005)	(500)	(500)	(500)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
41-00 Water							
<i>Revenue</i>							
1-41-00-421-000 Sale of Goods	2,313,099	2,221,343	1,933,528	2,319,800	2,350,000	2,375,000	2,400,000
1-41-00-422-000 Water On/Off	9,290	12,000	6,030	12,000	10,000	10,000	10,000
1-41-00-423-000 Storm Sewer Installation	15,886	10,000	8,880	10,000	10,000	10,000	10,000
1-41-00-424-000 Sale of Bulk Water	82,885	45,000	57,141	55,000	50,000	50,000	50,000
1-41-00-425-000 Portable Hydrant Meter	2,782	1,000	0	500	500	500	500
1-41-00-490-000 Sales Rev (Promotion, Golf Course Pumping Water, Cemetery)	34,796	36,000	33,745	35,000	0	0	0
1-41-00-490-003 Pumping Water - Riverview Golf Club	0	0	0	0	35,000	35,000	35,000
1-41-00-491-000 Miscellaneous Revenue	4,860	2,000	1,016	3,000	3,000	3,000	3,000
1-41-00-511-000 Penalties	19,292	16,000	16,204	16,000	16,000	16,000	16,000
<i>Revenue Total</i>	2,482,889	2,343,343	2,056,543	2,451,300	2,474,500	2,499,500	2,524,500
41-00 Water Net Total	2,482,889	2,343,343	2,056,543	2,451,300	2,474,500	2,499,500	2,524,500

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
41-02 Water General							
<i>Revenue</i>							
1-41-02-920-000 Contributed from Reserve for Operat	0	0	0	210,000	210,000	0	0
<i>Revenue Total</i>	0	0	0	210,000	210,000	0	0
<i>Expense</i>							
2-41-02-113-000 Salaries and Wages	53,735	71,090	45,880	73,546	76,517	73,796	75,355
2-41-02-113-065 Salaries and Wages	4,624	5,984	3,998	5,886	5,894	6,012	6,133
2-41-02-113-066 Salaries and Wages	33,599	32,666	32,179	26,343	39,598	40,390	41,198
2-41-02-132-000 Benefits - Employer Contribution	46,380	24,919	40,955	22,696	22,468	22,655	23,121
2-41-02-136-000 Workers Compensation	0	0	654	895	1,246	1,226	1,251
2-41-02-211-000 Travel Expense	4,680	6,700	1,273	6,800	6,800	7,000	7,110
2-41-02-217-000 Phone & Internet	3,191	3,500	2,801	3,500	3,500	3,500	3,750
2-41-02-223-000 Registration & Tuition	4,993	5,300	6,556	6,600	8,600	8,600	8,600
2-41-02-271-000 Licenses & Permits	0	0	278	210,000	210,000	0	0
2-41-02-660-000 Amortization Expense	696,882	710,927	0	505,539	743,143	780,300	819,315
2-41-02-762-000 Contributed to Reserves	473,419	334,827	453,777	453,777	421,416	425,000	425,000
2-41-02-831-000 Debenture Debt - Interest	92,521	92,521	0	89,644	86,687	83,646	80,521
2-41-02-832-000 Debenture Debt - Principal	102,696	102,697	0	105,574	108,531	111,572	114,697
2-41-02-900-000 Uncollectibles	4,757	2,500	539	2,525	2,525	2,525	2,525
2-41-02-910-000 Collection Agency Fee	396	500	541	500	500	500	0
<i>Expense Total</i>	1,521,874	1,394,131	589,431	1,513,826	1,737,426	1,566,722	1,608,576
41-02 Water General Net Total	(1,521,874)	(1,394,131)	(589,431)	(1,303,826)	(1,527,426)	(1,566,722)	(1,608,576)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
41-05 Water Biling and Collection							
<i>Expense</i>							
2-41-05-113-000 Salaries and Wages	19,202	18,364	16,104	21,323	23,873	24,421	24,982
2-41-05-113-012 Salaries and Wages	105,078	103,564	86,422	104,580	108,624	110,797	113,013
2-41-05-132-000 Benefits - Employer Contribution	4,387	32,018	3,445	32,916	31,998	32,648	33,311
2-41-05-136-000 Workers Compensation	0	0	749	1,171	1,332	1,360	1,388
2-41-05-216-000 Postage, Freight & Courier Services	4,407	3,725	3,434	4,000	4,000	4,000	4,000
2-41-05-253-000 Contracted R & M Equipment	0	2,500	0	2,500	2,500	2,500	2,500
2-41-05-511-000 General Goods and Supplies	1,584	4,000	275	2,000	2,000	2,000	2,500
<i>Expense Total</i>	134,657	164,171	110,430	168,490	174,327	177,727	181,695
41-05 Water Biling and Collection Net Total	(134,657)	(164,171)	(110,430)	(168,490)	(174,327)	(177,727)	(181,695)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
41-08 Water Purification and Treatment							
<i>Expense</i>							
2-41-08-113-000 Salaries and Wages	120,302	116,622	103,045	125,724	132,604	135,327	138,106
2-41-08-132-000 Benefits - Employer Contribution	27,522	28,347	24,357	28,265	28,556	29,138	29,730
2-41-08-136-000 Workers Compensation	0	0	896	1,089	1,406	1,435	1,465
2-41-08-251-000 Contracted R & M	0	3,000	0	3,000	3,000	3,500	4,000
2-41-08-252-000 Contracted R & M Building	2,097	10,000	6,836	8,000	8,000	8,500	9,000
2-41-08-253-000 Contracted R & M Equipment	46,963	61,000	35,991	61,000	62,000	68,000	70,500
2-41-08-529-000 Small Tools & Equipment Supplies	247	1,500	406	3,500	3,500	3,500	3,500
2-41-08-530-000 R & M Supplies Building	247	0	0	0	2,000	2,000	2,000
2-41-08-531-000 R & M Supplies	146,428	115,000	102,749	145,000	152,500	155,550	158,661
2-41-08-532-000 R & M Supplies Equipment	16,804	22,000	498	5,000	5,000	5,000	7,500
2-41-08-533-000 R & M Supplies Equipment	9,129	4,000	4,775	10,000	11,000	11,000	11,500
2-41-08-540-000 Utilities	127,115	174,650	144,357	140,000	145,000	150,000	155,000
2-41-08-762-000 Contributed to Reserves	625,000	625,000	625,000	625,000	645,000	645,000	645,000
<i>Expense Total</i>	1,121,853	1,161,119	1,048,909	1,155,579	1,199,566	1,217,951	1,235,963
41-08 Water Purification and Treatment Net Total	(1,121,853)	(1,161,119)	(1,048,909)	(1,155,579)	(1,199,566)	(1,217,951)	(1,235,963)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
41-09 Water Transmission and Distribution							
<i>Expense</i>							
2-41-09-113-000 Salaries and Wages	123,005	117,642	104,172	138,026	130,081	132,754	135,482
2-41-09-132-000 Benefits - Employer Contribution	29,813	28,857	25,785	30,737	30,164	30,778	31,403
2-41-09-136-000 Workers Compensation	0	0	1,152	1,171	1,380	1,409	1,438
2-41-09-251-000 Contracted R & M	18,540	120,000	90,818	95,000	95,000	95,000	95,000
2-41-09-524-000 Main Replacement Supplies & Service	(1,350)	22,000	19,889	22,000	22,000	22,000	22,000
2-41-09-530-000 R & M Supplies Building	13,727	15,000	7,325	15,000	15,000	15,000	15,000
2-41-09-534-000 Private Water Services Supplies	(58,537)	0	353	0	0	0	0
2-41-09-540-000 Utilities	2,057	750	1,107	1,000	1,500	1,750	2,000
<i>Expense Total</i>	127,256	304,249	250,601	302,934	295,124	298,691	302,323
41-09 Water Transmission and Distribution Net Total	(127,256)	(304,249)	(250,601)	(302,934)	(295,124)	(298,691)	(302,323)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
41-65 Water - R&M Supplies							
<i>Expense</i>							
2-41-65-520-103 R & M Supplies - '88 Ford Econoline	665	1,000	55	1,010	1,000	1,000	1,000
2-41-65-520-122 R & M Supplies - '07 Dodge Ram Truc	838	1,000	0	0	0	0	0
2-41-65-520-123 R & M Supplies - 07 Hyundai Loader	8,792	7,600	5,206	16,000	10,000	22,600	13,800
2-41-65-520-124 R & M Supplies - 07 Hyundai Excavat	9,413	15,000	0	3,000	3,000	4,000	5,000
2-41-65-520-129 R & M Supplies - '08 Ford F150 Supe	1,196	1,000	0	1,000	500	500	500
2-41-65-520-131 R & M Supplies - '08 Bomag 47" Roll	733	1,000	0	1,000	1,000	1,000	1,000
2-41-65-520-140 R & M Supplies - '11 GMC Sierra Tru	281	1,000	612	1,000	2,200	1,000	1,000
2-41-65-520-143 R & M Supplies - '12 GMC Sierra Tru	90	1,000	0	1,000	1,000	2,300	1,000
2-41-65-520-161 R & M Supplies - '16 Ford F150	110	1,000	312	1,000	1,000	1,000	2,300
2-41-65-520-168 R & M Supplies - Water Pickup	193	1,000	97	1,000	1,000	1,000	3,000
2-41-65-520-182 R & M Supplies - Scissor Lift	0	0	0	0	500	500	500
<i>Expense Total</i>	22,311	30,600	6,283	26,010	21,200	34,900	29,100
41-65 Water - R&M Supplies Net Total	(22,311)	(30,600)	(6,283)	(26,010)	(21,200)	(34,900)	(29,100)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
42-00 Sanitary Sewer							
<i>Revenue</i>							
1-42-00-421-000 Sale of Goods	1,111,789	1,096,034	1,033,106	1,108,619	1,109,000	1,110,000	1,110,000
1-42-00-423-000 Storm Sewer Installation	4,100	5,000	8,100	5,050	5,050	5,050	5,100
1-42-00-920-000 Contributed from Reserve for Operat	0	2,364	0	0	0	0	0
<i>Revenue Total</i>	1,115,889	1,103,398	1,041,206	1,113,669	1,114,050	1,115,050	1,115,100
42-00 Sanitary Sewer Net Total	1,115,889	1,103,398	1,041,206	1,113,669	1,114,050	1,115,050	1,115,100

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
42-09 Sanitary Sewer General							
<i>Expense</i>							
2-42-09-113-000 Salaries and Wages	118,091	119,704	102,385	127,045	184,349	184,590	189,179
2-42-09-113-012 Salaries and Wages	59,608	58,769	49,061	59,710	61,601	62,833	64,090
2-42-09-113-065 Salaries and Wages	1,156	1,496	1,468	1,472	1,473	1,503	1,533
2-42-09-113-066 Salaries and Wages	27,339	26,807	26,726	26,343	33,382	34,050	34,731
2-42-09-132-000 Benefits - Employer Contribution	48,565	54,426	43,706	53,326	63,950	65,082	66,510
2-42-09-136-000 Workers Compensation	0	0	1,657	1,994	2,905	2,927	2,996
2-42-09-216-000 Postage, Freight & Courier Services	4,407	3,800	3,256	3,800	3,800	3,876	3,954
2-42-09-218-000 Mobile Phone (2.26.02.217.0	1,832	2,000	1,196	2,000	2,000	2,000	2,000
2-42-09-251-000 Contracted R & M	2,395	22,500	11,842	22,500	22,500	22,500	22,500
2-42-09-259-000 Contracted R & M	13,712	20,000	4,848	20,000	20,000	20,000	20,000
2-42-09-351-000 Medicine Hat Treatment SVC/Garbage Tonnage Charges	454,522	500,847	430,186	501,000	0	0	0
2-42-09-351-001 Medicine Hat Treatment Service	0	0	0	0	501,000	510,000	515,000
2-42-09-511-000 General Goods and Supplies	1,584	4,000	0	4,000	4,000	4,000	4,000
2-42-09-530-000 R & M Supplies Building	905	1,000	1,049	1,000	1,000	1,000	1,000
2-42-09-532-000 R & M Supplies Equipment	2,255	5,000	5,052	5,000	20,000	5,000	5,000
2-42-09-540-000 Utilities	5,874	9,700	6,105	9,700	9,700	10,000	10,000
2-42-09-660-000 Amortization Expense	229,238	212,170	0	229,238	244,455	256,678	269,512
2-42-09-762-000 Contributed to Reserves	299,130	271,349	272,768	272,768	177,589	30,000	30,000
2-42-09-900-000 Uncollectibles	3,737	700	424	707	2,500	2,500	2,500
2-42-09-910-000 Collection Agency Fee	268	300	398	303	300	300	300
<i>Expense Total</i>	1,274,618	1,314,568	962,127	1,341,907	1,356,505	1,218,839	1,244,805
42-09 Sanitary Sewer General Net Total	(1,274,618)	(1,314,568)	(962,127)	(1,341,907)	(1,356,505)	(1,218,839)	(1,244,805)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
42-65 Sanitary Sewer - R&M Supplies							
<i>Expense</i>							
2-42-65-520-156 R & M Supplies - '15 Sewer Flush Tr	147	1,000	730	1,000	2,000	3,000	4,000
<i>Expense Total</i>	147	1,000	730	1,000	2,000	3,000	4,000
42-65 Sanitary Sewer - R&M Supplies Net Total	(147)	(1,000)	(730)	(1,000)	(2,000)	(3,000)	(4,000)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
43-00 Garbage Collection							
<i>Revenue</i>							
1-43-00-421-000 Sale of Goods	512,901	523,945	572,957	529,184	601,543	607,558	613,634
1-43-00-920-000 Contributed from Reserve for Operat	0	0	0	50,000	0	0	0
<i>Revenue Total</i>	512,901	523,945	572,957	579,184	601,543	607,558	613,634
43-00 Garbage Collection Net Total	512,901	523,945	572,957	579,184	601,543	607,558	613,634

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
43-09 Garbage Collection & Distribution							
<i>Expense</i>							
2-43-09-113-000 Salaries and Wages	95,749	99,259	87,127	97,798	94,763	96,659	98,592
2-43-09-113-012 Salaries and Wages	51,600	50,795	42,598	51,000	53,281	54,347	55,433
2-43-09-113-065 Salaries and Wages	12,716	16,456	10,525	16,188	16,208	16,532	16,863
2-43-09-132-000 Benefits - Employer Contribution	40,346	43,833	35,631	43,418	39,085	39,867	40,667
2-43-09-136-000 Workers Compensation	0	0	1,157	1,583	1,697	1,731	1,766
2-43-09-216-000 Postage, Freight & Courier Services	4,568	3,800	3,256	3,800	3,800	4,000	4,000
2-43-09-351-000 Medicine Hat Treatment SVC/Garbage Tonnage Charges	107,345	96,000	120,847	120,000	0	0	0
2-43-09-351-002 Garbage Tonnage Charges	0	0	0	0	170,000	170,000	175,000
2-43-09-504-000 Machines & Equipment (Under \$5,000)	41,610	50,000	0	51,500	1,500	51,500	51,500
2-43-09-511-000 General Goods and Supplies	1,584	2,000	1,025	2,000	2,000	2,000	2,000
2-43-09-521-000 Gas & Oil	140	27,000	25,000	25,000	30,000	32,000	34,000
2-43-09-530-000 R & M Supplies Building	8,835	15,000	10,023	15,000	15,000	15,000	15,000
2-43-09-660-000 Amortization Expense	45,774	51,028	0	41,141	48,812	51,253	53,815
2-43-09-762-000 Contributed to Reserves	76,532	74,402	106,397	106,397	110,208	60,000	60,000
2-43-09-900-000 Uncollectibles	1,606	300	183	300	300	300	300
2-43-09-910-000 Collection Agency Fee	116	100	172	200	200	200	0
<i>Expense Total</i>	488,521	529,973	443,943	575,325	586,855	595,389	608,936
43-09 Garbage Collection & Distribution Net Total	(488,521)	(529,973)	(443,943)	(575,325)	(586,855)	(595,389)	(608,936)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
43-65 Garbage Collection - R&M Supplies							
<i>Expense</i>							
2-43-65-520-128 R & M Supplies - '08 Interna SF637	21,409	30,000	4,933	25,000	35,500	30,000	30,000
2-43-65-520-157 R & M Supplies - '15 Garbage Truck	10,509	15,000	18,250	20,000	28,000	21,000	26,500
<i>Expense Total</i>	31,917	45,000	23,183	45,000	63,500	51,000	56,500
43-65 Garbage Collection - R&M Supplies Net Total	(31,917)	(45,000)	(23,183)	(45,000)	(63,500)	(51,000)	(56,500)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
51-00 Family & Community Support Services							
<i>Revenue</i>							
1-51-00-410-000 Other Fire Calls, Community Garden Memberships	360	0	489	0	0	0	0
1-51-00-410-001 Community Garden Memberships	0	0	0	0	400	400	400
1-51-00-495-000 Volunteer Recognition	1,202	1,600	920	1,200	1,300	1,400	1,400
1-51-00-591-000 Non Government Grant	1,750	1,000	3,328	1,050	1,050	1,050	1,050
1-51-00-840-000 Provincial Grants	142,656	123,030	142,656	142,656	142,656	142,656	142,656
<i>Revenue Total</i>	145,968	125,630	147,393	144,906	145,406	145,506	145,506
<i>Expense</i>							
2-51-00-113-000 Salaries and Wages	100,472	118,156	74,270	83,581	74,555	76,046	77,567
2-51-00-132-000 Benefits - Employer Contribution	19,910	33,046	10,976	23,268	19,033	19,414	19,802
2-51-00-136-000 Workers Compensation	0	0	827	813	786	802	818
2-51-00-140-000 Staff Relations	0	0	0	0	50	100	100
2-51-00-202-000 Cost of Meals-Contract Svc; Liaison Worker; Home Support Svc	0	0	387	0	0	0	0
2-51-00-202-004 Cost of Community Garden	0	0	0	0	400	400	400
2-51-00-211-000 Travel Expense	2,908	3,900	1,607	3,900	4,040	4,180	4,320
2-51-00-216-000 Postage, Freight & Courier Services	777	725	234	732	730	730	730
2-51-00-217-000 Phone & Internet	1,616	1,000	1,176	1,010	1,020	1,020	1,020
2-51-00-221-000 Public Relations, Promotions & Adve	5,419	4,500	6,141	6,000	5,290	5,480	5,670
2-51-00-223-000 Registration & Tuition	1,032	1,150	1,841	1,525	1,560	1,600	1,640
2-51-00-225-000 Memberships	1,110	830	633	850	865	880	900
2-51-00-231-000 Professional Services: Audit; Planning & Devpt Studies	688	1,650	1,977	1,683	0	0	0
2-51-00-231-001 Professional Service: Audit	0	0	0	0	1,700	1,700	1,700
2-51-00-237-000 Special Services: Janitorial Contra	1,098	1,200	915	1,212	1,098	1,098	1,098

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
51-00 Family & Community Support Services							
2-51-00-244-000 Office Space/Facility Rent for FCSS	2,400	2,400	2,400	2,400	2,400	2,400	2,400
2-51-00-253-000 Contracted R & M Equipment	763	800	0	808	3,498	3,552	3,607
2-51-00-511-000 General Goods and Supplies	1,515	1,200	5,019	1,212	1,250	1,250	1,250
2-51-00-540-000 Utilities	974	1,350	1,019	1,364	1,350	1,350	1,350
<i>Expense Total</i>	140,681	171,907	109,422	130,358	119,624	122,002	124,373
51-00 Family & Community Support Services	5,288	(46,277)	37,971	14,548	25,782	23,504	21,133
Net Total							

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
51-04 Meals on Wheels							
<i>Revenue</i>							
1-51-04-450-000 Meals on Wheels, Home Support Services	1,385	6,600	2,361	6,666	0	0	0
1-51-04-450-002 Meals on Wheels	0	0	0	0	6,600	6,600	6,600
<i>Revenue Total</i>	1,385	6,600	2,361	6,666	6,600	6,600	6,600
<i>Expense</i>							
2-51-04-202-000 Cost of Meals-Contract Svc; Liaison Worker; Home Support Svc	2,227	11,400	3,039	11,514	0	0	0
2-51-04-202-001 Cost of Meals - Contract Services	0	0	0	0	11,400	11,400	11,400
2-51-04-203-000 Program Supplies	122	800	768	808	800	800	800
<i>Expense Total</i>	2,348	12,200	3,807	12,322	12,200	12,200	12,200
51-04 Meals on Wheels Net Total	(963)	(5,600)	(1,446)	(5,656)	(5,600)	(5,600)	(5,600)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
51-07 Youth Project							
<i>Expense</i>							
2-51-07-202-000 Cost of Meals-Contract Svc; Liaison Worker; Home Support Svc	24,000	24,000	13,333	24,000	0	0	0
2-51-07-202-002 PRRD Family School Liaison Worker	0	0	0	0	24,000	24,000	24,000
2-51-07-770-000 Town Contribution to Other Org, Community Development	12,000	12,000	12,000	12,000	12,000	12,000	12,000
<i>Expense Total</i>	36,000	36,000	25,333	36,000	36,000	36,000	36,000
51-07 Youth Project Net Total	(36,000)	(36,000)	(25,333)	(36,000)	(36,000)	(36,000)	(36,000)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
51-08 Home Care							
<i>Revenue</i>							
1-51-08-450-000 Meals on Wheels, Home Support Services	0	1,450	210	1,465	0	0	0
1-51-08-450-001 Home Support Services	0	0	0	0	500	600	700
<i>Revenue Total</i>	0	1,450	210	1,465	500	600	700
<i>Expense</i>							
2-51-08-202-000 Cost of Meals-Contract Svc; Liaison Worker; Home Support Svc	0	2,700	246	2,727	0	0	0
2-51-08-202-003 Home Support Services Contract	0	0	0	0	2,700	2,700	2,700
<i>Expense Total</i>	0	2,700	246	2,727	2,700	2,700	2,700
51-08 Home Care Net Total	0	(1,250)	(36)	(1,262)	(2,200)	(2,100)	(2,000)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
51-09 Other Community Programs							
<i>Expense</i>							
2-51-09-770-000 Town Contribution to Other Org, Community Development	18,479	15,994	9,971	17,803	0	0	0
2-51-09-770-002 Community Development	0	0	0	0	17,803	17,803	17,800
<i>Expense Total</i>	18,479	15,994	9,971	17,803	17,803	17,803	17,800
51-09 Other Community Programs Net Total	(18,479)	(15,994)	(9,971)	(17,803)	(17,803)	(17,803)	(17,800)

Multi-Yr Budget

Budget Year: 2019

53-00 Special Transit

Expense

2-53-00-350-000 Special Transit

Expense Total

53-00 Special Transit Net Total

2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
63,644	59,990	32,777	63,600	67,520	69,545	71,630
63,644	59,990	32,777	63,600	67,520	69,545	71,630
(63,644)	(59,990)	(32,777)	(63,600)	(67,520)	(69,545)	(71,630)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
56-00 Cemetery							
<i>Revenue</i>							
1-56-00-490-000 Sales Rev (Promotion, Golf Course Pumping Water, Cemetery)	26,896	23,000	16,058	23,230	0	0	0
1-56-00-490-002 Cemetery Revenue	0	0	0	0	23,462	23,462	23,462
<i>Revenue Total</i>	26,896	23,000	16,058	23,230	23,462	23,462	23,462
56-00 Cemetery Net Total	26,896	23,000	16,058	23,230	23,462	23,462	23,462

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
56-08 Cemetery General							
<i>Expense</i>							
2-56-08-113-000 Salaries and Wages	15,874	23,904	12,693	28,654	27,334	27,881	28,439
2-56-08-132-000 Benefits - Employer Contribution	4,095	4,815	3,459	4,495	4,582	4,674	4,768
2-56-08-136-000 Workers Compensation	0	0	141	186	290	296	302
2-56-08-251-000 Contracted R & M	6,834	5,000	0	5,000	5,000	5,000	5,000
2-56-08-519-000 General Goods and Supplies	20	2,500	233	3,000	3,000	3,000	3,000
2-56-08-520-000 Graveliners	2,460	4,500	4,050	4,500	4,500	4,500	4,500
2-56-08-660-000 Amortization Expense	1,208	1,209	0	1,209	1,288	1,353	1,421
<i>Expense Total</i>	30,491	41,928	20,576	47,044	45,994	46,704	47,429
56-08 Cemetery General Net Total	(30,491)	(41,928)	(20,576)	(47,044)	(45,994)	(46,704)	(47,429)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
61-00 Planning Services and Engineering							
<i>Revenue</i>							
1-61-00-351-000 Zoning/Planning/Subdivision Fees/Pe	2,055	3,650	4,270	3,687	3,700	3,750	3,800
1-61-00-413-000 Reports, Maps, Faxes, Copies, Development Fees	15,311	12,400	10,753	12,524	0	0	0
1-61-00-413-002 Development Fees	0	0	0	0	12,700	12,800	12,900
1-61-00-840-000 Provincial Grants	34,040	0	25,000	25,000	0	0	0
1-61-00-920-000 Contributed from Reserve for Operat	0	60,000	15,000	75,000	0	0	0
<i>Revenue Total</i>	51,406	76,050	55,023	116,211	16,400	16,550	16,700
<i>Expense</i>							
2-61-00-113-000 Salaries and Wages	21,989	30,446	66,736	73,274	21,700	22,134	22,577
2-61-00-132-000 Benefits - Employer Contribution	5,916	5,758	11,404	14,971	5,639	13,481	13,596
2-61-00-136-000 Workers Compensation	0	0	319	208	230	617	621
2-61-00-231-000 Professional Services: Audit; Planning & Devpt Studies	154	0	0	0	0	0	0
2-61-00-233-000 Professional Services: Planner	12,502	86,000	3,409	26,200	60,111	52,000	52,000
2-61-00-511-000 General Goods and Supplies	953	1,000	1,082	3,110	3,240	3,370	3,460
<i>Expense Total</i>	41,514	123,204	82,950	117,763	90,920	91,602	92,254
61-00 Planning Services and Engineering Net Total	9,893	(47,154)	(27,927)	(1,553)	(74,520)	(75,052)	(75,554)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
66-00 Subdivision and Land Development							
<i>Revenue</i>							
1-66-00-411-000 Inspections - As Requested, Doc for Tender Process, Street Repair	0	500	0	505	0	0	0
1-66-00-411-002 Documentation for the Tender Process	0	0	0	0	510	515	530
1-66-00-480-000 Land Sales	339,680	425,000	237,246	425,000	425,000	425,000	425,000
1-66-00-481-000 Agreement for Sale - Installments	1,350	1,350	0	0	0	0	0
1-66-00-921-000 Contributed from Reserve for Operat	0	65,000	0	65,000	75,000	0	0
<i>Revenue Total</i>	341,030	491,850	237,246	490,505	500,510	425,515	425,530
<i>Expense</i>							
2-66-00-113-000 Salaries and Wages	200,388	173,583	161,269	148,293	202,573	197,776	202,959
2-66-00-113-066 Salaries and Wages	0	0	0	38,060	0	0	0
2-66-00-132-000 Benefits - Employer Contribution	28,854	41,893	32,479	35,803	42,491	50,640	51,652
2-66-00-136-000 Workers Compensation	0	0	1,625	2,200	2,010	2,339	2,391
2-66-00-211-000 Travel Expense	4,470	3,000	2,355	8,100	8,300	8,500	8,700
2-66-00-216-000 Postage, Freight & Courier Services	1,167	1,400	124	1,414	1,428	1,442	1,500
2-66-00-217-000 Phone & Internet	3,688	3,000	2,320	3,030	3,060	3,091	3,120
2-66-00-223-000 Registration & Tuition	3,994	4,985	1,521	11,700	12,250	12,800	13,250
2-66-00-225-000 Memberships	2,264	3,059	2,578	5,150	5,400	5,650	5,860
2-66-00-233-000 Professional Services: Planner	8,250	77,000	9,220	127,000	170,111	91,100	87,700
2-66-00-237-000 Special Services: Janitorial Contra	2,196	2,200	1,830	2,222	2,196	2,196	2,196
2-66-00-253-000 Contracted R & M Equipment	3,076	2,000	2,239	2,020	4,590	4,682	4,775
2-66-00-254-000 Software Mtce & Licenses; Street Lighting for Roads	8,770	11,021	9,725	15,000	15,000	15,150	15,700
2-66-00-504-000 Machines & Equipment (Under \$5,000)	3,917	4,000	7,003	9,600	1,500	1,500	3,500
2-66-00-511-000 General Goods and Supplies	7,048	7,500	21,718	35,975	13,151	13,577	13,900

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
66-00 Subdivision and Land Development							
2-66-00-540-000 Utilities	1,844	2,500	4,947	2,525	2,550	2,576	0
2-66-00-660-000 Amortization Expense	16,980	17,827	0	17,760	18,107	19,012	19,963
<i>Expense Total</i>	296,907	354,968	260,953	465,853	504,718	432,032	437,166
66-00 Subdivision and Land Development Net Total	44,123	136,882	(23,707)	24,652	(4,208)	(6,517)	(11,636)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
66-06 Land Development							
<i>Revenue</i>							
1-66-06-920-000 Contributed from Reserve for Operat	0	0	0	0	8,000	0	0
<i>Revenue Total</i>	0	0	0	0	8,000	0	0
<i>Expense</i>							
2-66-06-113-000 Salaries and Wages	0	0	0	0	0	0	0
2-66-06-113-012 Salaries and Wages	40,347	38,225	29,055	30,719	31,333	31,960	32,599
2-66-06-132-000 Benefits - Employer Contribution	0	8,191	0	8,494	8,027	8,188	8,352
2-66-06-136-000 Workers Compensation	0	0	187	301	332	339	346
2-66-06-221-000 Public Relations, Promotions & Adve	4,340	15,750	2,563	15,650	14,900	15,000	15,000
2-66-06-230-000 Cost of Land Sales (Legal, Commiss	2,716	5,000	902	5,000	5,000	5,000	5,000
2-66-06-249-000 Hardware & Software Upgrade/Replacement; Replot & Survey for Land Dev	0	7,500	0	7,500	0	0	0
2-66-06-249-002 Replot & Survey (for Land Dev.)	0	0	0	0	7,500	7,500	7,500
2-66-06-250-000 Cost of Land Sale (Land Inventory	54,655	75,000	0	75,000	75,000	75,000	75,000
2-66-06-762-000 Contributed to Reserves	244,542	244,542	221,252	221,252	263,000	263,000	263,000
<i>Expense Total</i>	346,601	394,208	253,960	363,916	405,093	405,988	406,798
66-06 Land Development Net Total	(346,601)	(394,208)	(253,960)	(363,916)	(397,093)	(405,988)	(406,798)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
66-65 Planning Services - R&M Supplies							
<i>Expense</i>							
2-66-65-520-130 R&M Supplies - '08 FORD F150	626	500	72	505	500	500	500
<i>Expense Total</i>	626	500	72	505	500	500	500
66-65 Planning Services - R&M Supplies Net Total	(626)	(500)	(72)	(505)	(500)	(500)	(500)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
69-00 Building Rental and Land Lease							
<i>Revenue</i>							
1-69-00-564-000 Leases - Commercial,Grazing,Rental,	33,462	31,100	29,103	31,100	29,300	29,300	29,300
<i>Revenue Total</i>	33,462	31,100	29,103	31,100	29,300	29,300	29,300
69-00 Building Rental and Land Lease Net Total	33,462	31,100	29,103	31,100	29,300	29,300	29,300

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
70-06 Rec-Tangle General							
<i>Revenue</i>							
1-70-06-860-000 Grants - Organization & Agencies	0	0	17,050	0	0	0	0
<i>Revenue Total</i>	0	0	17,050	0	0	0	0
<i>Expense</i>							
2-70-06-113-000 Salaries and Wages	145,020	163,622	132,903	180,551	112,053	114,295	116,580
2-70-06-113-065 Salaries and Wages	3,468	4,488	2,997	4,415	4,420	4,509	4,599
2-70-06-132-000 Benefits - Employer Contribution	38,405	40,400	36,900	44,641	25,133	25,636	26,149
2-70-06-136-000 Workers Compensation	0	0	1,286	1,618	1,235	1,260	1,285
2-70-06-217-000 Phone & Internet	632	700	604	707	700	700	700
2-70-06-251-000 Contracted R & M	12,395	25,000	37,134	25,250	25,000	25,000	25,000
2-70-06-252-000 Contracted R & M Building	14,949	15,000	39,875	15,150	35,500	15,750	16,000
2-70-06-253-000 Contracted R & M Equipment	2,402	2,000	90	2,020	2,000	2,000	2,000
2-70-06-513-000 Janitorial Goods and Supplies	2,062	3,000	2,460	3,030	3,000	3,000	3,000
2-70-06-523-000 Small Tools & Equipment Supplies	76	700	356	707	750	750	750
2-70-06-531-000 R & M Supplies	11,408	9,000	6,726	9,090	9,100	9,100	9,100
2-70-06-532-000 R & M Supplies Equipment	1,026	750	881	1,000	1,000	1,000	1,000
2-70-06-540-000 Utilities	44,278	70,000	37,459	70,700	60,000	60,000	60,000
2-70-06-660-000 Amortization Expense	14,967	9,770	0	14,967	15,960	16,758	17,596
<i>Expense Total</i>	291,089	344,430	299,671	373,846	295,852	279,759	283,760
70-06 Rec-Tangle General Net Total	(291,089)	(344,430)	(282,621)	(373,846)	(295,852)	(279,759)	(283,760)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
70-65 Rec-Tangle - R&M Supplies							
<i>Expense</i>							
2-70-65-520-101 R & M Supplies - '99 Zamboni Ice Re	0	500	0	0	0	0	0
2-70-65-520-159 R & M Supplies - '15 Zamboni Ice Re	2,407	2,000	3,616	2,020	2,100	2,100	2,200
<i>Expense Total</i>	2,407	2,500	3,616	2,020	2,100	2,100	2,200
70-65 Rec-Tangle - R&M Supplies Net Total	(2,407)	(2,500)	(3,616)	(2,020)	(2,100)	(2,100)	(2,200)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
72-00 Recreation							
<i>Revenue</i>							
1-72-00-455-000 Miscellaneous Revenue - Pool	3,464	2,750	2,688	2,778	2,800	2,800	2,800
1-72-00-460-000 Pool Lessons	37,230	26,000	37,271	30,000	31,000	32,000	32,000
1-72-00-461-000 Ice Rental	111,530	82,000	83,163	82,820	83,000	83,000	83,000
1-72-00-462-000 Pool Admissions	40,466	33,000	45,884	33,330	35,000	35,000	35,000
1-72-00-463-000 Sport Court Rental	0	0	13,963	0	20,000	20,000	20,000
1-72-00-464-000 Meeting Rooms/Building/Equipment Re	4,833	5,625	8,114	5,681	5,700	5,700	5,700
1-72-00-467-000 Ball Diamond Rental	2,597	1,440	4,011	1,454	2,000	2,000	2,000
1-72-00-470-000 Campground Rental	30,954	30,000	25,132	30,300	30,300	30,300	30,300
1-72-00-591-000 Non Government Grant	10,869	8,500	9,250	8,585	8,585	8,585	8,585
1-72-00-840-000 Provincial Grants	19,988	0	0	0	0	0	0
1-72-00-850-000 Local Govt.Conditional Grant - Cypr	12,240	12,240	12,240	12,240	12,240	12,240	12,240
<i>Revenue Total</i>	274,169	201,555	241,716	207,188	230,625	231,625	231,625
<i>Expense</i>							
2-72-00-113-000 Salaries and Wages	73,961	78,420	51,332	93,005	56,931	58,070	59,231
2-72-00-132-000 Benefits - Employer Contribution	200	18,993	781	21,688	11,493	11,723	11,958
2-72-00-136-000 Workers Compensation	0	0	445	803	599	611	624
2-72-00-140-000 Staff Relations	867	700	157	707	100	100	100
2-72-00-211-000 Travel Expense	1,540	3,600	116	3,636	3,600	3,600	3,600
2-72-00-216-000 Postage, Freight & Courier Services	739	900	12	909	900	900	900
2-72-00-217-000 Phone & Internet	2,025	1,700	1,277	1,717	1,700	1,700	1,700
2-72-00-221-000 Public Relations, Promotions & Adve	7,553	6,500	7,726	7,500	7,650	7,803	7,960
2-72-00-223-000 Registration & Tuition	4,765	3,200	4,118	5,432	8,035	6,735	6,735
2-72-00-225-000 Memberships	194	200	541	202	400	400	400

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
72-00 Recreation							
2-72-00-237-000 Special Services: Janitorial Contra	1,098	1,100	915	1,111	1,098	1,098	1,098
2-72-00-253-000 Contracted R & M Equipment	0	1,000	0	1,010	1,000	1,000	1,000
2-72-00-511-000 General Goods and Supplies	973	1,200	589	1,212	1,200	1,200	1,200
2-72-00-512-000 Protective Clothing and Supplies	1,830	2,000	1,313	2,020	2,000	2,000	2,000
2-72-00-540-000 Utilities	1,010	1,350	960	1,364	1,350	1,350	1,350
2-72-00-660-000 Amortization Expense	134,437	133,333	0	173,569	143,361	150,529	158,055
2-72-00-762-000 Contributed to Reserves	39,576	0	0	0	0	0	0
<i>Expense Total</i>	270,766	254,196	70,282	315,884	241,416	248,820	257,912
72-00 Recreation Net Total	3,403	(52,641)	171,434	(108,696)	(10,791)	(17,195)	(26,287)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
72-03 Swimming Pool							
<i>Expense</i>							
2-72-03-113-000 Salaries and Wages	117,001	104,680	135,014	144,853	128,286	130,852	133,469
2-72-03-113-031 Salaries and Wages	41,915	45,770	14,959	0	90,099	91,901	93,739
2-72-03-132-000 Benefits - Employer Contribution	6,920	18,644	11,826	15,920	29,099	29,681	30,275
2-72-03-136-000 Workers Compensation	0	0	1,085	1,396	2,316	2,363	2,410
2-72-03-217-000 Phone & Internet	942	800	1,084	808	1,610	1,629	1,649
2-72-03-252-000 Contracted R & M Building	9,386	9,000	8,318	9,090	9,000	9,000	9,000
2-72-03-253-000 Contracted R & M Equipment	11,360	11,000	2,200	15,110	11,000	11,000	11,000
2-72-03-511-000 General Goods and Supplies	6,315	5,200	7,656	5,252	5,500	5,500	5,500
2-72-03-530-000 R & M Supplies Building	4,805	5,000	1,516	5,050	5,000	5,000	5,000
2-72-03-531-000 R & M Supplies	10,211	11,000	10,374	11,110	11,000	11,000	11,000
2-72-03-532-000 R & M Supplies Equipment	2,983	9,000	9,683	9,090	9,000	9,000	9,000
2-72-03-540-000 Utilities	15,204	14,000	13,975	14,140	14,000	14,000	14,000
2-72-03-811-000 Over & Short	(71)	50	(58)	51	50	50	50
<i>Expense Total</i>	226,973	234,144	217,632	231,870	315,960	320,976	326,092
72-03 Swimming Pool Net Total	(226,973)	(234,144)	(217,632)	(231,870)	(315,960)	(320,976)	(326,092)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
72-08 Parks							
<i>Expense</i>							
2-72-08-113-000 Salaries and Wages	0	0	0	0	0	0	0
2-72-08-113-031 Salaries and Wages	204,722	154,739	146,546	176,931	176,060	179,582	183,173
2-72-08-113-065 Salaries and Wages	9,248	11,968	7,996	11,773	11,788	12,024	12,265
2-72-08-132-000 Benefits - Employer Contribution	56,898	32,784	40,273	23,118	33,225	33,890	34,568
2-72-08-136-000 Workers Compensation	0	0	1,545	1,769	1,992	2,032	2,073
2-72-08-256-000 Contracted R & M Parks, Courts, Diamonds	33,356	27,000	18,256	27,270	27,000	27,000	27,000
2-72-08-513-000 Janitorial Goods and Supplies	2,569	1,000	2,910	3,000	3,000	3,000	3,000
2-72-08-529-000 Small Tools & Equipment Supplies	4,761	4,200	4,291	4,242	4,200	4,200	4,200
2-72-08-531-000 R & M Supplies	42,251	41,000	40,025	41,410	42,000	42,000	42,000
2-72-08-540-000 Utilities	6,430	10,800	5,824	10,908	9,000	9,000	9,000
<i>Expense Total</i>	360,234	283,491	267,664	300,421	308,264	312,727	317,278
72-08 Parks Net Total	(360,234)	(283,491)	(267,664)	(300,421)	(308,264)	(312,727)	(317,278)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
72-65 Recreation - R&M Supplies							
<i>Expense</i>							
2-72-65-265-000 Equipment Rental	0	0	0	0	2,000	2,000	2,000
2-72-65-520-017 R & M Supplies - '91 Red MF Loader	1,285	1,500	0	0	0	0	0
2-72-65-520-049 R & M Supplies - '92 White DODGE 1	1,152	1,000	1,085	1,010	1,100	1,100	1,100
2-72-65-520-074 R & M Supplies - 38" Tree Spade Att	0	300	0	303	300	300	300
2-72-65-520-089 R & M Supplies - 97 Kubota Mower	3	200	0	0	0	0	0
2-72-65-520-096 R & M Supplies - New Holland 6635 R	0	0	80	0	0	0	0
2-72-65-520-099 R & M Supplies - '99 Dodge Ram 1500	0	0	772	0	1,000	1,000	1,000
2-72-65-520-104 R & M Supplies - 01 Dodge 1/2 Ton	0	0	0	1,000	1,000	1,000	1,000
2-72-65-520-106 R & M Supplies - Ransomes 951 Mower	109	500	0	0	0	0	0
2-72-65-520-108 R & M Supplies - '01 Bob Cat 1200 C	491	300	0	0	0	0	0
2-72-65-520-111 R & M Supplies - 03 Toro 355ZRT Mow	127	0	0	0	0	0	0
2-72-65-520-112 R & M Supplies - '03 Ford F150 1/2	794	500	761	1,000	1,000	1,000	1,000
2-72-65-520-113 R & M Supplies - '03 Ford 1/2 Ton	435	700	252	1,000	1,000	1,000	1,000
2-72-65-520-121 R & M Supplies - '05 New Holland Tr	0	0	1,601	0	0	0	0
2-72-65-520-122 R & M Supplies - '07 Dodge Ram Truc	0	0	604	1,000	1,000	1,000	1,000
2-72-65-520-125 R & M Supplies - '07 Chevy Silverad	751	1,000	1,471	2,260	1,000	1,000	1,000
2-72-65-520-126 R & M Supplies - '07 Chev 1500	1,013	500	1,616	2,250	1,000	1,000	1,000
2-72-65-520-132 R & M Supplies - '08 Kubota Turf Mo	860	1,000	812	1,010	1,000	1,000	1,000
2-72-65-520-133 R & M Supplies - '08 Sweepstar Vacu	137	500	307	505	500	500	500
2-72-65-520-137 R & M Supplies - '10 Ford F150 Supe	1,091	1,000	108	1,010	1,000	2,500	1,000
2-72-65-520-139 R & M Supplies - '10 John Deere 977	1,736	2,000	1,866	2,020	2,000	2,000	2,000
2-72-65-520-145 R & M Supplies - '13 MT6 Tractor	2,580	4,000	3,817	4,040	4,000	4,000	4,000

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
72-65 Recreation - R&M Supplies							
2-72-65-520-146 R & M Supplies - '13 GMC Sierra Tru	413	500	21	1,000	1,000	2,500	1,000
2-72-65-520-150 R & M Supplies - '14 TORO Zero-Turn	0	1,200	391	1,000	1,000	1,000	1,000
2-72-65-520-151 R & M Supplies - '14 Land Pride Fla	0	0	1,184	1,500	0	0	0
2-72-65-520-152 R & M Supplies - '15 Ford F550 1 To	1,447	1,800	18	1,818	1,000	1,000	1,000
2-72-65-520-154 R & M Supplies - '13 Shulte Mower	0	0	0	1,500	0	0	0
2-72-65-520-163 R & M Supplies - '16 Ford F150	1,013	1,000	1,089	1,010	1,000	2,500	1,000
2-72-65-520-165 R & M Supplies - '16 Conservation S	136	500	0	505	500	500	500
2-72-65-520-171 R & M Supplies - Mower	961	500	307	750	750	750	750
2-72-65-520-172 R & M Supplies - Mower	645	500	260	750	750	750	750
2-72-65-520-173 R & M Supplies - Hydro Seeder	0	0	3,442	0	500	500	500
2-72-65-520-179 R & M Supplies - Tractor	0	0	0	1,000	1,000	1,000	1,000
2-72-65-520-180 R & M Supplies - Tractor	0	0	0	1,000	1,000	1,000	1,000
2-72-65-520-181 R & M Supplies - Side by Side	0	0	817	500	500	500	500
<i>Expense Total</i>	17,177	21,000	22,681	30,741	27,900	32,400	27,900
72-65 Recreation - R&M Supplies Net Total	(17,177)	(21,000)	(22,681)	(30,741)	(27,900)	(32,400)	(27,900)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
74-00 Culture Services							
<i>Revenue</i>							
1-74-00-455-000 Miscellaneous Revenue - Pool	29,279	22,000	22,901	22,220	22,000	22,000	22,000
1-74-00-464-000 Meeting Rooms/Building/Equipment Re	3,812	5,530	1,155	5,585	5,585	5,585	5,585
1-74-00-466-000 Drop-In Centre Rental (Senior Citiz	13,400	6,700	2,879	700	10	10	10
1-74-00-490-000 Sales Rev (Promotion, Golf Course Pumping Water, Cemetery)	1,530	140	125	141	0	0	0
1-74-00-490-001 Promotional Items	0	0	0	0	145	145	145
1-74-00-491-000 Miscellaneous Revenue	2,000	0	1,500	0	50	50	50
1-74-00-830-000 Federal Grant	6,588	1,000	0	1,000	1,000	1,000	1,000
<i>Revenue Total</i>	56,609	35,370	28,560	29,647	28,790	28,790	28,790
74-00 Culture Services Net Total	56,609	35,370	28,560	29,647	28,790	28,790	28,790

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
74-05 Museum							
<i>Expense</i>							
2-74-05-252-000 Contracted R & M Building	0	0	0	0	2,000	2,000	2,000
2-74-05-530-000 R & M Supplies Building	0	0	0	0	4,000	4,000	4,000
2-74-05-540-000 Utilities	4,041	4,300	4,199	4,343	4,300	4,300	4,300
<i>Expense Total</i>	4,041	4,300	4,199	4,343	10,300	10,300	10,300
74-05 Museum Net Total	(4,041)	(4,300)	(4,199)	(4,343)	(10,300)	(10,300)	(10,300)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
74-06 Library							
<i>Expense</i>							
2-74-06-113-000 Salaries and Wages	9,068	9,014	8,904	10,862	9,558	9,750	9,945
2-74-06-132-000 Benefits - Employer Contribution	2,167	2,132	2,353	2,780	2,269	2,315	2,361
2-74-06-136-000 Workers Compensation	0	0	82	103	101	103	106
2-74-06-252-000 Contracted R & M Building	1,978	3,300	1,323	7,000	3,000	3,000	3,000
2-74-06-530-000 R & M Supplies Building	18	500	65	505	500	500	500
2-74-06-772-000 Library Operational Transfer	167,419	170,452	174,892	174,892	181,860	187,316	192,935
2-74-06-774-000 Shortgrass Library Transfer	28,052	28,052	28,672	28,333	28,672	29,232	29,817
<i>Expense Total</i>	208,702	213,450	216,292	224,474	225,961	232,217	238,665
74-06 Library Net Total	(208,702)	(213,450)	(216,292)	(224,474)	(225,961)	(232,217)	(238,665)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
74-08 Drop in Centre							
<i>Expense</i>							
2-74-08-113-000 Salaries and Wages	10,925	11,783	8,457	9,611	12,396	12,644	12,897
2-74-08-132-000 Benefits - Employer Contribution	2,696	2,817	2,234	2,426	2,923	2,982	3,042
2-74-08-136-000 Workers Compensation	0	0	79	87	131	134	137
2-74-08-217-000 Phone & Internet	469	600	332	606	600	600	600
2-74-08-252-000 Contracted R & M Building	10,969	10,000	2,451	3,500	4,000	4,000	4,000
2-74-08-513-000 Janitorial Goods and Supplies	7,500	7,500	6,250	7,575	600	600	600
2-74-08-530-000 R & M Supplies Building	11	1,000	756	1,010	1,000	1,000	1,000
2-74-08-540-000 Utilities	5,081	7,800	4,791	7,878	7,800	7,800	7,800
<i>Expense Total</i>	37,651	41,500	25,351	32,693	29,451	29,761	30,077
74-08 Drop in Centre Net Total	(37,651)	(41,500)	(25,351)	(32,693)	(29,451)	(29,761)	(30,077)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
74-10 Other Programs							
<i>Expense</i>							
2-74-10-125-000 Cultural Programs-Contract Wages	27,219	25,000	17,719	25,000	25,000	25,000	25,000
2-74-10-132-000 Benefits - Employer Contribution	0	0	0	0	1,659	1,693	1,726
2-74-10-136-000 Workers Compensation	0	0	0	0	265	271	276
2-74-10-511-000 General Goods and Supplies	2,610	250	362	253	260	260	260
2-74-10-762-000 Contributed to Reserves	17,583	0	0	0	2,000	2,000	2,000
2-74-10-770-000 Town Contribution to Other Org, Community Development	26,381	26,000	22,421	26,260	0	0	0
2-74-10-770-003 Town Contributions to Community Activities	0	0	0	0	26,523	26,788	27,056
<i>Expense Total</i>	73,793	51,250	40,502	51,513	55,707	56,012	56,318
74-10 Other Programs Net Total	(73,793)	(51,250)	(40,502)	(51,513)	(55,707)	(56,012)	(56,318)

Multi-Yr Budget

Budget Year: 2019

79-10 Other Cultural Services

Expense

2-79-10-223-000 Registration & Tuition

Expense Total

79-10 Other Cultural Services Net Total

2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
11,905	14,000	10,795	14,140	14,000	14,000	14,000
11,905	14,000	10,795	14,140	14,000	14,000	14,000
(11,905)	(14,000)	(10,795)	(14,140)	(14,000)	(14,000)	(14,000)

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
80-01 Transfers							
<i>Expense</i>							
2-80-01-780-000 Cont. to Equity in TCA (Principal R	0	0	290,854	0	0	0	0
2-80-01-831-000 Debenture Debt - Interest	0	0	166,682	0	0	0	0
<i>Expense Total</i>	0	0	457,535	0	0	0	0
80-01 Transfers Net Total	0	0	(457,535)	0	0	0	0

Multi-Yr Budget

Budget Year: 2019

	2017 Actuals	2017 Budget	2018 Actuals	2018 Budget	2019 Budget	2020 Forecast	2021 Forecast
81-01 Unconditional Transfers							
<i>Expense</i>							
2-81-01-741-000 ASFF Requisition - Residential & Fa	1,170,497	1,168,276	893,680	1,185,547	1,203,330	1,221,380	1,239,700
2-81-01-742-000 ASFF Requisition - Non-Residential	663,666	662,558	506,829	681,799	702,253	723,321	745,021
2-81-01-743-000 CSRD #20 Requisition -Residential &	97,309	100,508	101,639	101,994	103,524	105,077	106,653
2-81-01-744-000 CSRD #20 Requisition - Non-Resident	84,767	82,939	83,872	85,348	87,908	90,546	93,262
2-81-01-755-000 Cypress View Foundation	70,186	70,186	72,554	72,554	75,456	78,474	81,613
2-81-01-757-000 Designated Industrial Properties Requisition (DIP)	0	0	433	500	433	438	442
<i>Expense Total</i>	2,086,425	2,084,467	1,659,008	2,127,742	2,172,904	2,219,236	2,266,691
81-01 Unconditional Transfers Net Total	(2,086,425)	(2,084,467)	(1,659,008)	(2,127,742)	(2,172,904)	(2,219,236)	(2,266,691)
Net Total	(3,302,942)	(3,312,537)	1,685,463	(3,180,944)	(3,544,300)	(3,583,096)	(3,786,298)

26-Nov-18			2019 PROJECTS AND SOURCES OF FUNDING									2019 SOURCE OF GRANTS FUNDING DETAILS						TOTAL GRANTS FUNDING
Department	Proj. ID	MYCIP Rank	Project	GL CODE	Project Cost	Local Impr/Debt/ Offsite Levy	Reserves	Grants	Total Funding	Debt/Reserve Type	Grants	MSI	MSI Priority Ranking	MSI 2019 Estimate	Federal Gas Tax	Other Grants		
												866,520 (2018 MSI Estimated Ending Balance) Plus Estimated Int \$3,480		As per 2018 Actual Allocation: \$1,727,481	As per 2018 Actual Allocation: \$308,863	Contingent		
												870,000.00		1,727,481.00	308,863.00		2,906,344.00	
Administration																		
Projects Brought Forward by the Public or Committees																		
Water	W19	32	Water Treatment Plant Generator Exhaust Reconfiguration		5,000.00		5,000.00		5,000.00	Water System, 100%								
					5,000.00		5,000.00		5,000.00									
Infrastructure Engineering Services																		
Road/Storm	A7	23	Broadfoot Place and Stone Place Deep Utilities & Road Rehabilitation		165,000.00			165,000.00	165,000.00	Land Development, 100%	MSI, 100%	165,000.00	6				165,000.00	
Land	L15	33	Welland Assessment - Northside and Eastside		50,000.00		50,000.00		50,000.00									
Road	A3	43	Main Street between Sangster Crescent and Redcliff Way (2020 construction estimated total project cost \$1,900,000)		90,000.00			90,000.00	90,000.00		MSI, 100%		10	90,000.00			90,000.00	
Road	A5	100	IF Cox School Utility and Road Improvements (Design Engineering & 4th Street Underground)		750,000.00			750,000.00	750,000.00		MSI, 59%; FGT, 41%		3	441,137.00	308,863.00		750,000.00	
					1,055,000.00		50,000.00	1,005,000.00	1,055,000.00			165,000.00		531,137.00	308,863.00		1,005,000.00	
Community & Protective Services																		
Community Services																		
Facility	B30	10	Rectangle Parking Lot Rehabilitation		330,000.00			330,000.00	330,000.00	Purchasing Reserve), 1.38%	MSI 100%	330,000.00	4				330,000.00	
Park	P2	171	Skateboard Park		214,245.00		2,945.00	211,300.00	214,245.00		MSI 98.62%		8	211,300.00			211,300.00	
Total					544,245.00		2,945.00	541,300.00	544,245.00			330,000.00		211,300.00			541,300.00	
Protective Services																		
	S25&B31& B32	4	Backup Generators (Lift Stations, RCMP, Town Hall)		150,000.00			150,000.00	150,000.00		MSI, 100%		9	150,000.00			150,000.00	
	E1	37	Red Light Camera on Trans Canada Highway		140,000.00		140,000.00		140,000.00	Road Mice, 100%					150,000.00		150,000.00	
Total					290,000.00		140,000.00	150,000.00	290,000.00					150,000.00			150,000.00	
Public Works Services																		
Road	R3	16	New Equipment Trailer (Public Services)		15,000.00		15,000.00		15,000.00	Purchasing, 100%								
Water/Sanitary	E2	8	New Trench Box (Public Services)		40,000.00		40,000.00		40,000.00	Purchasing, 100%								
Road	E3	3	New Road Sander		125,000.00			125,000.00	125,000.00		MSI, 100%	125,000.00	1				125,000.00	
Road	R1	5	New Tandem Gravel Truck with Plow		250,000.00			250,000.00	250,000.00		MSI, 100%	250,000.00	2				250,000.00	
Water	W21	1	Water Treatment Plant Ponds Dredging		80,000.00		80,000.00		80,000.00	Water System, 100%								
Water	W20	2	Water Valve Replacement Program		100,000.00			100,000.00	100,000.00		MSI, 100%		11	100,000.00			100,000.00	
Sanitary	S24	7	CCTV Inspection Program		120,000.00			120,000.00	120,000.00		MSI, 100%		5	120,000.00			120,000.00	
Sanitary	S21	13	Annual Inflow and Infiltration Remediation Program		100,000.00		100,000.00		100,000.00	Sanitary, 100%								
Road	R4	11	New Half Ton Pickup (Public Services)		42,000.00		42,000.00		42,000.00	Purchasing, 100%								
Building	B25	12	Equipment Storage & Salt Storage Building		300,000.00			300,000.00	300,000.00		MSI, 100%		13	300,000.00			300,000.00	
Building	B28	28	Public Services Building - Roof Replacement		225,000.00			225,000.00	225,000.00		MSI, 100%		12	225,000.00			225,000.00	
Sub Total					1,397,000.00		277,000.00	1,120,000.00	1,397,000.00			375,000.00		745,000.00			1,120,000.00	
Total					3,291,245.00		474,945.00	2,816,300.00	3,291,245.00			870,000.00		1,637,437.00	308,863.00		2,816,300.00	
										Remaining Grants		0.00		90,044.00	0.00	0.00	90,044.00	

PREVIOUS YEAR CARRY-OVER PROJECTS																
2018 Carryover Projects																
Administration																
			Document Management	8-12-00-630-196	70,000.00		70,000.00		70,000.00	Purchasing, 100%						
			Asset Management	8-12-00-630-197	70,000.00		70,000.00		70,000.00	Purchasing, 100%						
Total					140,000.00		140,000.00		140,000.00							
Infrastructure Engineering Services																
Sanitary	OS-S2	1	Upgrades to South Trunk east of Eastside Phase I	8-42-00-610-198	476,814.00		167,951.00	308,863.00	476,814.00	Sanitary, 35%	FGT, 65%				308,863.00	308,863.00
Sanitary	S23	7	East Side Surge Tanks	8-42-00-610-199	650,000.00			650,000.00	650,000.00		MSI, 100%	650,000.00				650,000.00
Sanitary	S22	21	5th Ave and 2nd Street (should be Jesmond) Lift Station	8-42-00-610-200	362,250.00			362,250.00	362,250.00		MSI, 100%	362,250.00				362,250.00
Sanitary	S21	6	Annual Inflow and Infiltration Remediation Program	8-42-00-610-201	200,000.00		200,000.00		200,000.00	Purchasing, 100%						
					1,689,064.00		367,951.00	1,321,113.00	1,689,064.00			1,012,250.00			308,863.00	1,321,113.00
Community & Protective Services																
Community Services																
Events	B23	56	Portable Washroom / Bouncy Castle / Outdoor Movie Screen / lighting	8-72-00-630-202	43,500.00		21,750.00	21,750.00	43,500.00	Purchasing, 50%	Committee Partnership,				21,750.00	21,750.00
Facilities	B19 & B20	4&18	Aquatic Centre Rehab - Phase 1 & 2	8-72-00-620-206	149,800.00			149,800.00	149,800.00		Accessibility, Rubber Grant, Contingent on CFEP, 50%	67,000.00			82,800.00	149,800.00
Facilities	B22	27	Library Rehab Phase I & II	8-72-00-620-207	130,000.00		65,000.00	65,000.00	130,000.00	Purchasing, 50%					65,000.00	65,000.00
Total					323,300.00		86,750.00	236,550.00	323,300.00			67,000.00			169,550.00	236,550.00
Total					2,152,364.00		594,701.00	1,557,663.00	2,152,364.00			1,079,250.00			308,863.00	1,695,550.00
2017 Carryover Projects																
Infrastructure Engineering Services																
Water	W18	16	River Valley Potable Water Distribution		350,000.00	250,000.00	100,000.00		350,000.00	Local Impr 70%; Water Systems, 30%						
Storm	D45	36	702 Main Street Drainage Improvements (Rolled into Main Street Project)		50,000.00		50,000.00		50,000.00	Storm System, 100%						
Storm	D40	11	Outfall 5FFAB Coulee Restoration (golf course)		2,571,520.00		257,152.00	2,314,368.00	2,571,520.00	Purchasing, 10%	CFEP/Golf Course				2,314,368.00	2,314,368.00
Sanitary	S21	6	Annual Inflow and Infiltration Remediation Program		200,000.00			200,000.00	200,000.00		FGT, 100%				200,000.00	200,000.00
Road	T23	39	4 St NW (000, 100 & 200blk) Final Lift (2004) (Delayed until utility work complete)		296,000.00			296,000.00	296,000.00		MSI, 100%	296,000.00				296,000.00
Road	T22	38	3 St NW (000, 100, 200 & 300blk) Final Lift (2005) (Delayed until utility work complete)		339,000.00		75,000.00	264,000.00	339,000.00	Purchasing, 22%	MSI, 78%	264,000.00				264,000.00
					3,806,520.00	250,000.00	482,152.00	3,074,368.00	3,806,520.00			560,000.00			200,000.00	3,074,368.00
Community & Protective Services																
Parks	P8	5	Splash Park Rehab (Joint Community Project)		100,000.00			100,000.00	100,000.00		MSI 100%		7	100,000.00		100,000.00
Facilities	B14	9	Senior's Drop in Centre Phase I		30,000.00		15,000.00	15,000.00	30,000.00		CFEP; Redcliff Seniors				15,000.00	15,000.00
Facilities	B15	12	Ball Diamond Bathroom Refurb		8,000.00			8,000.00	8,000.00		Medicine Hat Community Grants,				8,000.00	8,000.00
Facilities	B13	25	Museum Rehab Phase I		20,000.00		10,000.00	10,000.00	20,000.00	Purchasing, 50%					10,000.00	10,000.00
Total					158,000.00		25,000.00	133,000.00	158,000.00						33,000.00	133,000.00
					3,964,520.00	250,000.00	507,152.00	3,207,368.00	3,964,520.00			560,000.00			200,000.00	3,247,368.00
2016 Carryover Projects																
Project Cost								Remaining to spend								
Sanitary	S20	23	Lift Station Upgrade (3rd & 3rd St NW Lift Station & SCADA)		950,000.00							849,770.66				

	A	B	C	D	E	F	G	H	I
1	REDCLIFF PUBLIC LIBRARY BUDGET FOR 2019								
2									
3		2019 Budget	2019 % Breakdown	2018 Budget	Actual - Dec 31/2017	2017 Budget	Actual - Dec 31/2016	2016 Budget	
4	REVENUE								
5	Provincial Grant	31013	13.24%	31013	31013	31013	31013	27518	
6	% Increase over Previous Year							100%	
7	Town of Redcliff	181,859.59	77.61%	174,892.48	167,418.66	167,418.66	163,358.72	163,358.72	
8	% Increase over Previous Year	103.98%		104.46%		102.49%		101.89%	
9	Private Donations	3500	1.49%	2500	11024.5	2500	4336	2500.00	
10	Photocopier Income	2500	1.07%	2000	3612.2	2000	3002.3	2000.00	
11	Proctoring Fees	100	0.04%	60	200	60	60	300.00	
12	Rental Income	600	0.26%	600	1490	600	800	800.00	
13	Public Coffee Area	200	0.09%	250	134.28	250	214.75	200.00	
14	Memberships	3380	1.44%	3380	2910.71	2600	2961.05	2600.00	
15	Overdue Fines	1500	0.64%	1500	1922.05	1500	1964.66	2250.00	
16	Fax & Scan to Email	750	0.32%	1000	896.85	1000	1180.65	1000.00	
17	Books Sold	2500	1.07%	2300	2738.36	2300	2369.11	2000.00	
18	Card Replacement	25	0.01%	50	48	50	62	50.00	
19	Summer Program	1500	0.64%	1500	735	700	690	700.00	
20	Laminator	150	0.06%	100	276	100	161	200.00	
21	Counter Sales	300	0.13%	250	669.23	250	231.05	200.00	
22	Grants - Other	4400	1.88%	4398	13889	6000	5377.25	6000.00	
23	Interest Earned	35	0.01%	35	222.72	35	133.71	50.00	
24	TOTAL REVENUE	234,312.59		225,828.48	239,200.56	218,376.66	217,915.25	211,726.72	
25									
26	EXPENDITURES								
27	Salaries	144122.45	61.51%	133270.145	126064.28	124534.66	123960.25	123500.00	
28	CPP	5217.31	2.23%	5110	4923.68	5000.00	4667.21	4727.81	
29	EI Premiums	3548.79	1.51%	3822.28	2390.87	3740.00	2797.49	3050.00	
30	Workers Compensation	313.04	0.13%	306.6	237.39	300.00	226.25	376.90	
31	Books/Mags/AV	6300	2.69%	6132	6999.84	6000	7211.73	6250.00	
32	Shortgrass	27,828.00	11.88%	28669.144	27269.44	28052.00	26707.37	28052.00	
33	Shortgrass Cataloguing Fee	500	0.21%	1000	0	1000			
34	Telecommunications (SG)	400	0.17%	408.8	196.68	400	290.89	600.00	
35	Supplies - Office	825	0.35%	792.05	823.63	775	750.39	775.00	
36	Supplies - Book R&M	1800	0.77%	1839.6	1689.46	1800	1725.58	1800.00	
37	Supplies - Circ Desk	650	0.28%	511	646.38	500	390.67	675.00	
38	Supplies - Counter Sales	225	0.10%	204.4	574.7	200	179.89	100.00	
39	Supplies - Computer	1533	0.65%	1533	1435.96	1500	1374.82	1000.00	
40	Supplies - Photocopier	2200	0.94%	2555	2119.95	2500	2099.2	1500.00	
41	Supplies - Staff Room	500	0.21%	562.1	471.61	550	588.61	550.00	
42	Supplies - Emergency	50	0.02%	50	9.39	50	116.12	250.00	
43	Public Coffee Area	250	0.11%	255.5	278.8	250	183.79	200.00	
44	Postage & Shipping	625	0.27%	613.2	786.87	600	659.97	900.00	
45	Telephone & Fax	575	0.25%	562.1	519.85	550	573.32	500.00	
46	Workshops, Meetings	3600	1.54%	3577	2710.01	3500	2838.56	3750.00	
47	Auditor	200	0.09%	150	175	150	150	150	
48	Legal Fees	500	0.21%	500	154.5	500	0	500	
49	Dues & Memberships	750	0.32%	664.3	540	650	620	650	
50	Supplies - LEGO at the Library	200	0.09%	200	247.07	200	254.35	250	
51	Events	500	0.21%	500	1088.84	1000	0	500	
52	Supplies - Summer Program	550	0.23%	562.1	620.11	550	543.65	550	
53	Supplies - Storyhour	100	0.04%	102.2	197.71	100	186.9	120	
54	Supplies - Decorations	100	0.04%	102.2	62.48	100	64.2	100	
55	RISE	0	0.00%	0	1000	1000	1000	1000	
56	Advertising	300	0.13%	270	279.81	270	248.4	270	
57	Recognition	1250	0.53%	1125	735.93	1125	947	800	
58	Contingencies	3000	1.28%	3000	2508.03	3000	2331.6	3000	
59	Utilities	8500	3.63%	8176	5618.1	8000	4847.67	8800	
60	Janitorial	11000	4.69%	10812.76	10005.53	10580	9251.44	10580	
61	Repair & Maintenance	2000	0.85%	1533	2047.08	1500	1667.8	1500	
62	Insurance	2000	0.85%	2044	1791.01	2000	1799.91	2000	
63	Capital	2300	0.98%	4313	4071.34	5850	2368.7	2400	
64	Meeting Room Renovation				14583.51				
65	TOTAL EXPENDITURES	234,312.59		225,828.48	225,874.84	218,376.66	203,623.73	211,726.72	
66									
67	NET INCOME	0.00		0.00		0.00		0.00	
68									
69	GIC	13,275.56							
70									
71	Per Capita Town Contribution	\$ 32.54		\$ 31.30		\$ 29.96		\$ 29.23	
72	Census	5588							

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: November 26th 2018

PROPOSED BY: Community and Protective Services Department

TOPIC: Review Policy 010, Community Group Financial Assistance Policy

PROPOSAL: To review, consider and approve Policy 010, Community Group Financial Assistance Policy as presented.

BACKGROUND:

This policy is being reviewed as part of the review process outlined in Policy No. 115, Policy and Bylaw Development and Review Policy. This allows for Administration and Council to review policies on a routine basis to ensure policies are kept current with applicable legislation as well as to stay in alignment with the directives of Council.

The policy speaks to financial assistance among community groups as it relates to the MGA and a repayment agreement.

After reviewing this policy no changes are being suggested;

POLICY/LEGISLATION:

Policy No. 115, Policy and Bylaw Development and Review Policy.

STRATEGIC PRIORITIES:

Policy and Bylaw review is identified under Goal #4 Governance and Service Delivery of the Municipality's Strategic Plan. It is an important practice to ensure policies and bylaws are consistent and current to relevant federal and provincial government legislation and related regulations as well as with other municipal policies and bylaws.

ATTACHMENTS:

Policy 010, Community Group Financial Assistance Policy

OPTIONS:

1. Approve Policy 010, Community Group Financial Assistance Policy as presented.
2. Suggest changes to Policy 010, Community Group Financial Assistance Policy and have Administration draft an amended Policy 010, Community Group Financial Assistance Policy, for review at a future Council meeting.

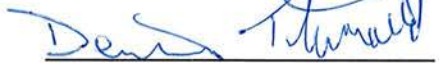
RECOMMENDATION:

Option #1

SUGGESTED MOTION(S):

1. Councillor _____ moved Policy 010, Community Group Financial Assistance Policy, be approved as presented.
2. Councillor _____ moved that administration draft an amended Policy 010, Community Group Financial Assistance Policy, for review at a future Council meeting with suggested changes.

SUBMITTED BY:



Department Head



Acting Municipal Manager

Approved by Council – June 10, 2013

COMMUNITY GROUP FINANCIAL ASSISTANCE

BACKGROUND

The Town of Redcliff may under the guidelines provided in the Municipal Government Act provide short-term capital building construction or improvement loans to assist community organizations registered as non-profit under the Societies Act of Alberta and operating within the Town of Redcliff. This policy is designed to stimulate the growth and long range planning of community groups providing benefit to the Town of Redcliff community.

POLICY

1. Funding under this program shall be for registered non-profit organizations operating within the municipality of the Town of Redcliff on property owned by the Town of Redcliff only.
2. Funds shall be approved only for building construction or improvements to buildings.
3. The community organization must be contributing a minimum of 75% of the total project costs, and the applicant organization must verify funds expended equals their 75% portion, prior to any advance of funds.
4. Council shall consider the track record and ability to pay of the community organization. In addition the longevity and overall benefit to the Town of Redcliff that the project being considered for funding has for the Town of Redcliff and its residents, shall be considered.
5. Maximum appropriation to be outstanding at any one time shall be \$25,000.00
6. No one organization shall be approved for any such loan for an amount greater than \$20,000.00
7. Funds must be repaid in equal annual installments over a maximum 4 year term.
8. Repayment shall be for the principal only - no interest shall be charged.
9. The Municipal Government Act, is applicable in each loan and requires the Bylaw to include amount of loan, purpose of loan, minimum interest rate, term of loan, repayment terms and the source of the money to be loaned.
10. All Bylaws must receive first reading and then be advertised for two consecutive weeks in a newspaper circulating the area prior to being given 2nd and 3rd reading.
11. The applicant organization must sign an agreement to repay as shown on page 2 of this policy.

REPAYMENT AGREEMENT

BETWEEN

THE TOWN OF REDCLIFF

AND

(Name of Organization)

who hereby agrees to repay the sum of \$ _____

advanced under the " Community Group Assistance Policy " in equal installments as follows:

\$ _____ for _____ years.

First installment in the amount of \$ _____ due 1st day of _____ 20 _____

Second installment in the amount of \$ _____ due 1st day of _____ 20 _____

Third installment in the amount of \$ _____ due 1st day of _____ 20 _____

Fourth installment in the amount of \$ _____ due 1st day of _____ 20 _____

This agreement shall inure to and be binding on the organization, it's officers and successors.

Signed

(Name, Position) - Authorized Officer

TOWN OF REDCLIFF

Per: _____

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: November 26, 2018

PROPOSED BY: Legislative & Land Services

TOPIC: Policy 18, Disposal of Surplus Assets

PROPOSAL: To consider approval of Policy 18, Disposal of Surplus Assets.

BACKGROUND:

This policy is being reviewed as part of the review process outlined in Policy No. 115, Policy and Bylaw Development and Review Policy. This allows for Administration and Council to review policies on a routine basis to ensure policies are kept current with applicable legislation as well as to stay in alignment with the directives of Council.

After reviewing this policy changes are being proposed to provide further clarity and to provide greater flexibility in the way we may offer surplus items for sale. Currently the policy limits items being offered for sale to either by a local auction or by a sealed bid process. It would be advantageous to include other methods such as online sales sites, auction/bidding sites, and capital equipment purchasing sites, which will allow our items to reach a larger audience, and generally have a greater sale value.

The option to dispose of items with no value through recycling has been added to the policy with a caveat that it needs to be at a cost less than or comparable to disposal at the landfill.

POLICY/LEGISLATION:

Policy No. 115, Policy and Bylaw Development and Review Policy.

STRATEGIC PRIORITIES:

Policy and Bylaw review is identified under Goal #4 Governance and Service Delivery of the Municipality's Strategic Plan. It is an important practice to ensure policies and bylaws are consistent and current to relevant federal and provincial government legislation and related regulations as well as with other municipal policies and bylaws.

ATTACHMENTS:

Policy 18, Disposal of Surplus Assets

OPTIONS:

1. Approve Policy 18, Disposal of Surplus Assets as presented.
2. Suggest changes to Policy 18, Disposal of Surplus Assets and have Administration draft an amended Policy 18, Disposal of Surplus Assets for review at a future Council meeting.

RECOMMENDATION:

Option 1

SUGGESTED MOTION(S):

1. Councillor _____ moved Policy 18, Disposal of Surplus Assets, be approved as presented.
2. Councillor _____ moved that administration draft an amended Policy 18, Disposal of Surplus Assets for review at a future Council meeting with suggested changes.

SUBMITTED BY:

Department Head



Acting Municipal Manager

Approved by Council – May 14, 2012

DISPOSAL OF SURPLUS ASSETS AND LOST OR UNCLAIMED PROPERTY

BACKGROUND

The Town of Redcliff has from time to time different pieces of equipment, vehicles or other assets which are considered surplus and should be disposed of. These assets may consist of both ~~fixed assets~~ capital, as established by the ~~Finance and Administration department~~ Tangible Capital Asset (TCA) Policy, and non-~~fixed~~ capital assets (those that do not meet the ~~financial statement~~ TCA Policy thresholds). The Town will also at times acquire abandoned, lost or unclaimed property from which some value might be obtained. The most typical item of this nature will be bicycles collected by either the police or public service officials.

POLICY

1. ~~1. To ensure that the disposal of surplus assets is done in an organized and consistent approach the Manager of Legislative and Land Services will take the lead on the disposal of all surplus assets. To ensure that surplus assets are disposed of in a timely manner:~~
 - a. ~~Annually~~ At a minimum of once a year the Manager of Legislative and Land Services shall contact all Department Heads to obtain a listing of any surplus equipment, vehicles, or other assets.
 - b. As assets are declared surplus and there is no advantage to waiting for disposal the Manager of Legislative and Land Services shall dispose of the assets in accordance with this policy.
2. The Manager of Legislative and Land Services shall compile a listing of surplus items and shall refer the listing to the Municipal Manager with a recommendation on disposal of items.
3. The Municipal Manager shall be authorized to approve disposal of surplus items bearing in mind the following:
 - a) surplus items listing shall be referred to all other departments to see if it could be utilized by another department prior to disposal of the item.
 - b) ~~computer software shall, at the discretion of the Municipal Manager and upon receiving a request, be donated to a non-profit organization.~~
 - e)b) computer hardware and accessories deemed to be of no value to the Town of Redcliff shall be disposed of at ~~the Redcliff/Cypress Regional landfill~~ a computer recycling depot.
 - d)c) any asset bearing the logo of the Town of Redcliff shall have the logo removed by the department disposing of the item prior to it being sold.

- e)d) any miscellaneous equipment, furniture, or machinery deemed to have no value shall be disposed of first through a recycling program if available and can be done at a cost less than or comparable to disposal at the landfill and then at the Redcliff/Cypress Regional landfill.
 - ~~f) surplus capital asset items, at the discretion of the Municipal Manager, may be sold at a local auction or through a sealed bid process.~~
 - g)e) ~~non-capital~~ Surplus asset items, at the discretion of the Municipal Manager, shall be disposed of in the most appropriate, fair, and equitable manner which may include being sold through a publically advertised auction, through sales programs or internet sites, and/or bidding processes that are selected to maximize the value the Town receives.
4. Upon approval from the Municipal Manager, ~~that the~~ surplus ~~capital~~ asset items may be offered for sale. ~~the~~ The Manager of Legislative and Land Services shall arrange for the surplus items to be sold as per this policy. ~~at either a local auction or through a sealed bid process.~~
 5. ~~If~~ Items ~~are~~ to be sold via a ~~sealed bid~~ publically advertised process may be handled by the Manager of Legislative and Land Services, or designate, and shall establish the sale date and timelines for advertising of the item(s). Items may be sold through avenues such as the newspaper, municipal sites, kijiji, autotrader, equipment trader, social media, and any other avenue that items may be sold through. ~~advertise the sale in a newspaper circulating in the area a minimum of one time. Bids shall be accepted by sealed bid only and.~~ GST shall be added to the price as applicable.
 6. If lost or unclaimed property is acquired by the Town, it will be kept for a minimum of 30 days as required by Section 610 of the Municipal Government Act (MGA). Following this timeframe upon a request of the Police, or if the Municipal Manager is of the opinion there are sufficient number of articles which have been found, the said articles shall be disposed of as follows:
 - a) the Bylaw Enforcement Officer will inventory all items for disposal including a description of the article and recording of serial numbers of the articles (if any).
 - b) the Bylaw Enforcement Officer may request the items be included on any auction related to Capital Assets or he/she may request a separate auction for the items.
 - c) the dispersal of sale proceeds are subject to the rules and regulations of Section 610 of the MGA. The Bylaw Enforcement Officer shall keep a record of all expenses related to the sale of the items and provide it to the Director of Finance and Administration.
 7. All ~~vehicles and mobile/rolling equipment~~ assets may be assigned a reserve bid ~~based~~

~~upon 10% of the value listed on the Equipment Replacement Schedule. All other surplus items may have a reserve bid~~ established at the discretion of the department head.

8. All items not sold
 - a) may be ~~disposed of first through a recycling program and then at the Redcliff/Cypress Regional Landfill~~~~removed to the landfill for disposal~~; or
 - b) the Municipal Manager may authorize the donation of certain items to ~~other public bodies or~~ not for profit organizations;
 - c) may be retained and offered for sale in the future. In the interim Administration staff may accept offers for any items not sold. ~~Capital asset items shall be forwarded to Council for consideration to sell.~~

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: November 26th, 2018

PROPOSED BY: Public Services Department

TOPIC: Policy 103, Acceptance of Unrestrained Loads at the Landfill Policy

PROPOSAL: To update the current policy

BACKGROUND:

This policy is being reviewed as part of the review process outlined in Policy No. 115, Policy and Bylaw Development and Review Policy. This allows for Administration and Council to review policies on a routine basis to ensure policies are kept current with applicable legislation as well as to stay in alignment with the directives of Council.

The current Acceptance of Unrestrained Loads Policy does not address some of the regulatory changes in the province of Alberta. The intention of this is to assist administrative staff with processing unrestrained loads entering the landfill through the scale system.

POLICY/LEGISLATION:

Policy No. 103

STRATEGIC PRIORITIES:

Policy and Bylaw review is identified under Goal #4 Governance and Service Delivery of the Municipality's Strategic Plan. It is an important practice to ensure policies and bylaws are consistent and current to relevant federal and provincial government legislation and related regulations as well as with other municipal policies and bylaws.

ATTACHMENTS:

Policy No. 103 with recommended changes.

OPTIONS:

1. To approve the recommended amendments to Policy No. 103, Acceptance of Unrestrained Loads at the Landfill, as presented.
2. To approve Policy No. 103, Acceptance of Unrestrained Loads at the Landfill, with amendments, as determined by Council.
3. To not approve Policy No. 103, Acceptance of Unrestrained Loads at the Landfill.

RECOMMENDATION:

Option 1

SUGGESTED MOTION(S):

1. Councillor _____ moved to approve Policy No. 103, Acceptance of Unrestrained Loads at the Landfill, as presented.
2. Councillor _____ moved to approve Policy No. 103, Acceptance of Unrestrained Loads at the Landfill, as amended with the following changes

SUBMITTED BY:



Department Head



Municipal Manager

Approved by Council: ~~March 9, 2015~~

ACCEPTANCE OF UNRESTRAINED LOADS AT LANDFILL

BACKGROUND

Establishing an effective litter control program for landfills is regulated by the ***Standards for Landfills and Waste Control Regulations (AR 192/96)*** published by ***Alberta Environment and Parks***.

Litter control is of primary importance with respect to the management of the Redcliff/Cypress Regional Waste Management Landfill. An effective litter solid waste control program is required not only through the regulatory environment, but also via the approved landfill operations plan. ~~presents a positive image of the landfill. Litter control programs are~~ Nuisance Management is an important factor in gaining public acceptance and ensuring regulatory standards are met and trust in the operation of the landfill, ~~and play a large role in customer co-operation.~~

~~Control of transporting refuse to the landfill~~ Solid waste transportation is the first level of litter solid waste control, ~~nuisance management, and the co-operation of customers.~~ It is important ~~to~~ in minimizing the impact of loose/blown litter solid waste on the landfill site and the adjacent properties. While controlling ~~blowing loose~~ litter during transport is regulated under the ***Alberta Highway Traffic Act*** and local municipal by-laws, it is difficult for enforcement agencies to provide an effective enforcement program

To assist with nuisance management ~~this litter control initiative~~, the Redcliff/Cypress Regional Waste Management Landfill has established the provision of a surcharge for customers who deliver waste that is not adequately restrained in their vehicle.

POLICY

1. Waste transported to the landfill must be adequately secured through the use of load restraints or tarpaulins to prevent solid waste from blowing ~~from~~ or otherwise escaping from the vehicle.
2. Persons delivering waste to the landfill that is not adequately restrained will be subject to a surcharge as established in Town of Redcliff Fees, Rates and Charges Bylaw and will be notified of the surcharge at the time of weigh-in.
3. Persons declining to pay the surcharge will be denied access to the landfill.
4. Where a person refuses to pay the surcharge the landfill staff will contact Cypress County and Town of Redcliff bylaw enforcement departments and provide them with the following information:
 - A description of the vehicle,
 - The time and date of the denial of access,
 - The license plate number of the vehicle,
 - A description of the load that was being carried, and

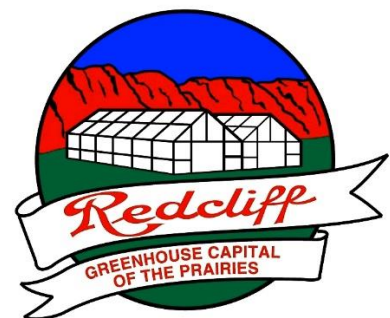
- A description of the deficiencies in to how the load was secured.

The intent is that this information may assist enforcement agencies in enforcing anti littering and dumping laws and regulations.

3.5. The application of the surcharge will be at the sole discretion of the Landfill staff.

TOWN OF REDCLIFF MUNICIPAL MANAGER REPORT TO COUNCIL

November 26, 2018



Contents

ACTING MUNICIPAL MANAGER / LEGISLATIVE & LAND SERVICES DEPARTMENT	3
COMMUNITY & PROTECTIVE SERVICES	3
Parks, Recreation and Facilities	3
FCSS, Community Services and Special Events	4
Bylaw and Protective Services	5
PUBLIC SERVICES	9
Department	9
Water and Sewer Utilities	9
Municipal Works	9
Landfill Authority	10
PLANNING & ENGINEERING:	10
Priorities for November	10
Planning	11
Agreements	11
Safety Codes	12
Engineering	12
Studies:	12
Inflow and Infiltration Study	12
Capital Projects:	13
Northside Functional Servicing Report	13
3rd and 3rd Lift Station Upgrades	13
Sanitary Sewer Improvements	13
Jesmond Lift Station Upgrade	13
Golf Course Coulee Outfall	13
Eastside Sewage Surge Tanks	13
FINANCE AND ADMINISTRATION	13

ACTING MUNICIPAL MANAGER / LEGISLATIVE & LAND SERVICES DEPARTMENT

- Relief duties for the Municipal Manager
- 2019 Budget preparations / Meetings with Department Heads
- Ongoing inquiries re: general, land sales. Four sales to date.
- Council agenda preparation & follow up. Department Head meetings pre/post meeting.
- Ongoing Legal File Review. Compiling Information as requested.
- Ongoing conversion of minutes, bylaw and agreements, property files to digital format.
- Reviewing Records Retention Bylaw / Drafting master document / filing list.
- Reviewing Policies/Procedures
- Website update project is in process
- Arranging for Council Dinner
- Insurance Renewal Planning Documents
- SDAB Training on October 24, 2018
- Special Council Meetings October 31, 2018 & November 3, 2018 (Re: 2019 Budget Discussions)
- Redcliff Cypress Regional Waste Management Authority Meeting November 8, 2018
- MPC Meeting November 21, 2018
- Special Council meeting November 21, 2018 (Re: Municipal Development Plan Review)

COMMUNITY & PROTECTIVE SERVICES

Parks, Recreation and Facilities

Rec-Tangle:

- Continue rink operations through the month
- Service and repair exhaust fans as necessary
- Service compressor
- Replace ice temperature sensor as necessary
- Replace relief valve on hot water storage tank

Pool:

- Researching quotes for pump replacement/repairs

Facilities:

- Complete building inspections and perform minor repairs as necessary
- Relight furnace pilot light in library
- Replace outdoor flood lights at entrance of library
- Repair hot water tank pilot light at fire hall
- Unplug sewer line at RCMP
- Replace faulty lighting at RCMP
- Shut down campground and winterize showers
- Replace bulbs at Town Hall as necessary

Parks:

- Complete park irrigation system blowouts
- Wrap trees at River with wire to attempt to protect from beavers
- Deliver surplus items to auction
- Host Building I and Building II course through AARFP
- Begin fall leaf cleanup of parks

Other:

- Finalized 2019 budget preparation

FCSS, Community Services and Special Events

- Attended, and became certified in Mental Health First Aid
- In conjunction with McMann Parent link, hosted weekly play groups
- Reviewed 2018 FCSS budget and the possibility of offering onetime community Grants
- Assisted Parkside school in their Haunted Hallway
- Hosted various cultural, recreational and preventative programming such as:
 - Parent/child cooking class
 - Sign language
 - Babysitting
 - Home Alone
 - How to Get a Job
 - Family Fun Night
 - Painting with Val
 - Halloween Skate
- Attended training session to administer Alberta Emergency Alert
- Attended monthly DREAMS meeting
- Met with client(s) needing connection to resource (food bank, Alberta Works, AISH, Community Housing)
- Bookings for programming ongoing
- Bookings for Ice ongoing
- Continued facility bookings for private events
- Completed AR requests for previous month
- Pulled reports from RecDesk system for payment transfers
- Design and creation of marketing for programming and events
- Weekly Commentator/Redcliff Reports updated and sent out
- Weekly updates completed on Electronic Sign
- Began Winter 2019 programming scheduling

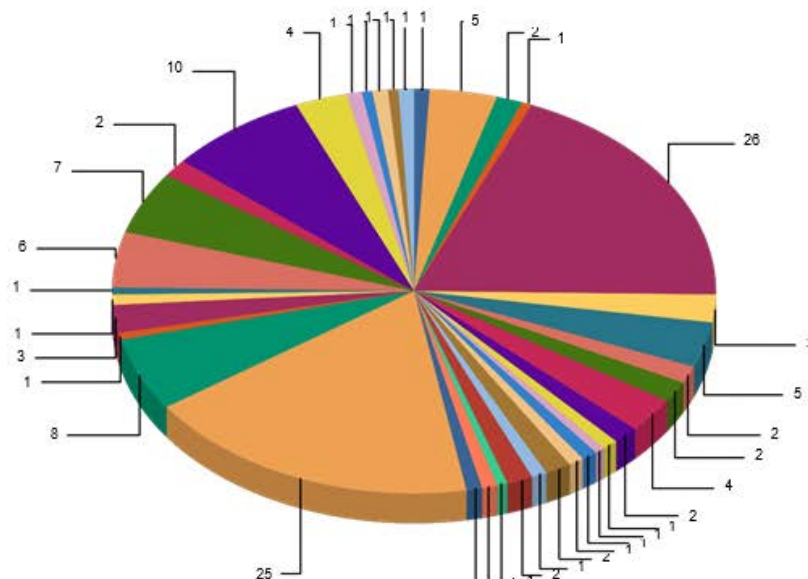
Bylaw and Protective Services

Initiatives:

1. Ongoing Bus Parking Zone patrols in the area of IF COX School.
2. Nuisance Properties are an ongoing issue and are being dealt with. The location in the 600 block 2nd Street Property has been remedied.
3. There were several Properties that were causing problems with the Town Solid Waste Collection. All of these have been remedied.
4. Continual Parking issue in the 1400 block of Highway Ave S.E. This continues to be monitored.

Statistics from Occurred Date: 10/1/2018 12:00:00AM to 10/31/2018 11:59:00PM

Count of Incident Types



ASSIST PUBLIC : DISABLED VEHICLE	1
ASSIST PUBLIC : NEIGHBORHOOD DISPUTE	5
BUSINESS LICENSE : BUSINESS LICENSE INQUIRY	2
BYLAWS : ANIMAL-OTHER : BEAVER	1
BYLAWS : ASSIST OTHER DEPT	28
BYLAWS : ASSIST OTHER DEPT : ASSIST FIRE	3
BYLAWS : ASSIST PUBLIC	5
BYLAWS : ASSIST PUBLIC : CIVIL MATTER	2
BYLAWS : ASSIST PUBLIC : FOUND PROPERTY	2
BYLAWS : DOG : AT LARGE	4
BYLAWS : DOG : DOG BARKING OR HOWLING	2
BYLAWS : DOG : DOG BITE	1
BYLAWS : DOG : IMPOUNDED	1
BYLAWS : DOG : IMPOUNDED : DOG	1
BYLAWS : NOISE CONTROL : PERMIT ISSUED	1
BYLAWS : NUISANCE/UNSATISFACTORY	2
BYLAWS : STREET	1
BYLAWS : STREET : BOULEVARDS	2
BYLAWS : SUSPICIOUS	1
BYLAWS : SUSPICIOUS VEHICLE / PERSON	1
BYLAWS : TRAFFIC : ASSIST OTHER DEPT	1
BYLAWS : TRAFFIC : PARKING	25
BYLAWS : TRAVIS PERMITS	8
DOG : CHECK ON WELL BEING OF DOG/S	1
DOG : FAILURE TO HAVE CURRENT LICENSE	3
DOG : FAILURE TO HAVE CURRENT LICENSE :	1
DOG : LICENSED DOG NOT WEARING LICENSE T	1
GARBAGE : IMPEDING RESTRICT ACCESS TO BIN	0
GARBAGE : INTERFERE WITH TOWNS COLLECTION	7
NOISE CONTROL : MAKE/CAUSE EMISSION OF A	2
NUISANCE/UNSATISFACTORY : OWNER OR OCCUPANT O	10
NUISANCE/UNSATISFACTORY : OWNER OR OCCUPANT W	4
PARKS RECREATION PUBLIC AREAS : BICYCLES	1
PARKS RECREATION PUBLIC AREAS : THEFT UN	1
TRAFFIC : PARKING : BUS PARKING	1
TRAFFIC : PARKING : PARK IN ALLEY	1
TRAFFIC : PARKING AND STORAGE OF RECREAT	1
Total:	138

BYLAWS : ANIMAL-OTHER : BEAVER: 1 1%

Case Report

BYLAWS : ASSIST OTHER DEPT: 26 19%
 BYLAWS : ASSIST OTHER DEPT : ASSIS FIRE: 3 2%
 BYLAWS : ASSIST PUBLIC: 5 4%
 BYLAWS : ASSIST PUBLIC : CIVIL MATTER: 2 1%
 BYLAWS : ASSIST PUBLIC : DISABLED VEHICLE: 1 1%
 BYLAWS : ASSIST PUBLIC : FOUND PROPERTY: 2 1%
 BYLAWS : ASSIST PUBLIC : NEIGHBORHOOD DISPUTE: 5 4%
 BYLAWS : BUSINESS LICENSE : BUSINESS LICENSE INQUIRY: 2 1%
 BYLAWS : DOG : AT LARGE: 4 3%
 BYLAWS : DOG : CHECK ON WELL BEING OF DOG/S: 1 1%
 BYLAWS : DOG : DOG BARKING OR HOWLING: 2 1%
 BYLAWS : DOG : DOG BITE: 1 1%
 BYLAWS : DOG : FAILURE TO HAVE CURRENT LICENSE: 3 2%
 BYLAWS : DOG : FAILURE TO HAVE CURRENT LICENSE : DOG: 1 1%
 BYLAWS : DOG : IMPOUNDED: 1 1%
 BYLAWS : DOG : IMPOUNDED : DOG: 1 1%
 BYLAWS : DOG : LICENSED DOG NOT WEARING LICENSE TAG: 1 1%
 BYLAWS : GARBAGE : IMPEDE/RESTRICT ACCESS TO BIN: 6 4%
 BYLAWS : GARBAGE : INTERFERE WITH TOWNS COLLECTION AND DISPOSAL OF WASTE: 7 5%
 BYLAWS : NOISE CONTROL : MAKE/CAUSE EMISSION OF ANY NOISE: 2 1%
 BYLAWS : NOISE CONTROL : PERMIT ISSUED: 1 1%
 BYLAWS : NUISANCE/UNSIGHTLY: 2 1%

Case Report

BYLAWS : NUISANCE/UNSIGHTLY : OWNER OR OCCUPANT OF PROPERTY OR PREMISES PERMIT TO BE/REMAIN UNSIGHTLY: 8 6%

BYLAWS : NUISANCE/UNSIGHTLY : OWNER OR OCCUPANT OF PROPERTY OR PREMISES WHO PERMIT TO BE OR REMAIN IN A DANGEROUS CONDITION: 2 1%

BYLAWS : NUISANCE/UNSIGHTLY : OWNER OR OCCUPANT WHO PERMIT/CAUSE NUISANCE ON A PROPERTY: 4 3%

BYLAWS : PARKS RECREATION PUBLIC AREAS : BICYCLES: 1 1%

BYLAWS : PARKS RECREATION PUBLIC AREAS : THEFT UNDER: 1 1%

BYLAWS : STREET: 1 1%

BYLAWS : STREET : BOULEVARDS: 2 1%

BYLAWS : SUSPICIOUS: 1 1%

BYLAWS : SUSPICIOUS VEHICLE /PERSON: 1 1%

BYLAWS : TRAFFIC : ASSIST OTHER DEPT: 1 1%

BYLAWS : TRAFFIC : PARKING: 25 18%

BYLAWS : TRAFFIC : PARKING : BUS PARKING: 1 1%

BYLAWS : TRAFFIC : PARKING : PARK IN ALLEY: 1 1%

BYLAWS : TRAFFIC : PARKING AND STORAGE OF RECREATIONAL VEHICLE : PARKING ON HWY >48 HRS: 1 1%

BYLAWS : TRAVIS PERMITS: 8 6%

Grand Total: 100.00% Total # of Incident Types Reported: 138

PUBLIC SERVICES

Department

- Preparing diversion water license transfer documents for Alberta Environment and Parks
- 2019 operating and capital budgets completion
- Tender Preparation for Tandem Truck and Sander, Concrete blocks, Landfill Scales, Scale house
- Transfer Site, Scale System, and Operations Building design assistance and budget tracking
- 3rd St NE initial road design for spring construction
- Drainage review and initial assessments 8th St SW and 3rd Ave SW intersection
- Landfill Operations Manual update
 - Submit to AEP by Dec 31, 2018
- Landfill Groundwater Monitoring Program
 - Required by AEP as per new approval
- Utility Bylaws, Policy review/updating

Water and Sewer Utilities

Utility Services have:

- Completed several locate requests
- Completed water treatment daily duties
- Minor repairs in water plant
- Weekly water testing
- Pre/Post construction inspections for new housing developments
- Completed daily inspections of sewer lifts
- Curb stop repairs
- Finished Sewer Flushing
- Completed by annual water testing
- Installed Radio Read meters
- Drained and tested all hydrants for winter
- Helped with snow clearing

Municipal Works

Municipal Works have:

- Conducted various Funeral interments
- Hauled sand and gravel to stock pile in yard
- Bin placements/pickups as needed
- Repair garbage can lids (on going)
- Bladed gravel roads in town
- Fix various signs around town
- Graveled and repaired alleys

- Repaired pot holes around town
- Conducted catch basin cleaning
- Marked out a number of areas for Monument installation at cemetery
- Sewer repair at 20th Street SE
- Waterline repair at 115 Broadway W
- Cleaned up empty lots in East Side of cement and Dirt
- Hauled snow from arena
- Water line repair at 7th Street SE
- Repaired arena parking lot
- Did mowing and weed whipping around town
- Cleared sidewalks of snow
- Snow clearing
- Worked on Christmas decoration for install
- Asphalt repairs on roadworks with Transit Paving

Landfill Authority

Landfill staff have:

- Picked garbage inside landfill and in neighboring field after a wind event (on going)
- Clean scales (on going)
- Hauled cover soil (on going)
- Ridgeline hauling in soil
- Maintained roads inside landfill
- Equipment maintenance (on going)
- Cleaned under scales (on going)
- Cleaned up shop (on going)
- Completed daily compacting
- Cleared snow

PLANNING & ENGINEERING:

Priorities for November

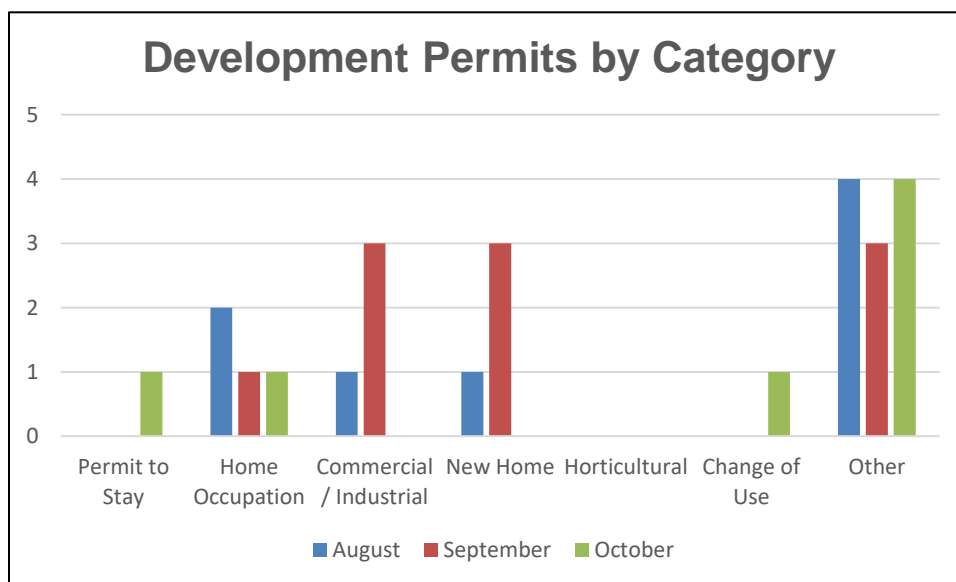
- Sanitary Sewer Master Plan
- Subdivision Procedure
- MDP Steering Committee 11th meeting
- Asset Management
- MDP Draft Document
- Staff meetings are being held each week on Tuesday afternoon

Planning

- Completion of the unfiled boxes of documents is underway using department admin staff.
- Land Use Bylaw – the overall LUB rewrite is planned for later this year. The intent is that as sections are drafted they will be brought to Council for presentation and review. The first item that will be brought to Council will be the organization of the document with other sections to follow. It is expected that the project will be completed in 2019.
- Municipal Development Plan - Significant work has been undertaken on the MDP update. Much of the background information has been gathered. The next steps are:
 - MDP Special Council Meeting
 - Public consultation and input on the preliminary draft
 - Report to Council on the public responses to the preliminary draft
 - Prepare the final Municipal Development Plan document
 - Prepare adoption documents.

It is expected that these next steps will take 4 to 6 months.

- Development Permits – In October the Town of Redcliff issued the following Development Permits as shown below:



- Subdivisions
Farwest has applied for a subdivision of 625 – 1 Street SE into 3 Lots.

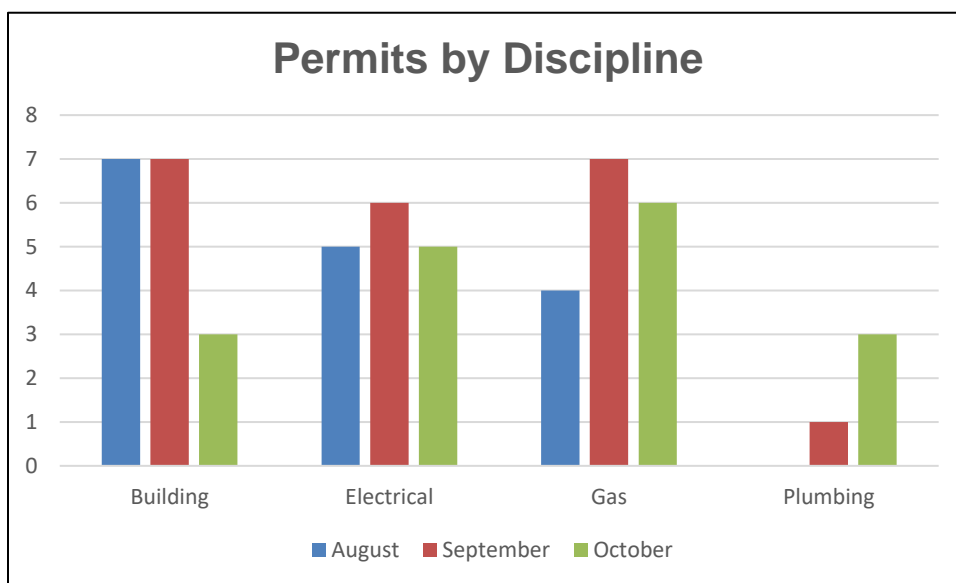
Agreements

- New Rock Developments: A development agreement was sent to New Rock Developments for their project located at 15 – 3rd Street NW.

Safety Codes

The Safety Codes Council conducted an external audit of the 2017 Safety Codes records. Final report has been received. The report found no major issues and only a few minor issues that have been corrected. The Town is required to respond to the report in writing.

Safety Codes Permits issued by the Town for the month of October.



Engineering

- Sewer System Bylaw review in progress.
- Off-site Levies Calculator in Alpha Testing.

Studies:

Inflow and Infiltration Study

The Town's sanitary sewer model is now calibrated and the model can be used to identify and quantify for dry weather flow. Work continues to simulate the July, 2013 event. The model is confirming that the biggest issue is inflow and new efforts to identify potential sources of inflow and eliminate them will be coming.

Working on developing a public education and awareness program for the Town's Inflow and Infiltration.

Capital Projects:

Northside Functional Servicing Report

Final report was received. Some work still to be done due to staff changes between Scheffer and the Town.

3rd and 3rd Lift Station Upgrades

The plan of subdivision has been approved. The local manager of CertainTeed has been authorized to sell the Town the land needed for this project. The delay in acquiring the land has pushed back construction.

Sanitary Sewer Improvements

Planning & Engineering and Public Services will undertake additional work on the sanitary sewer system in 2018 to raise manhole tops that are located in ditches and fields, install more manhole lid pans, seal more manhole chimneys and repair or replace manholes that are in very poor shape. The goal is to reduce inflow to the system. In addition monitoring is going to be done to validate that the inflow issues are being addressed. As part of this effort data sheets for every manhole that requires improvements have been created. These sheets will help to document what the issue was and how it has been fixed.

Jesmond Lift Station Upgrade

Council approved upgrading at the Jesmond lift station. Preliminary engineering is completed and detailed design has commenced.

Golf Course Coulee Outfall

An ARCP grant application was made for this project. The estimated cost of the whole project is \$2,571,520 of which is eligible for 90% funding up to \$3 million. The project can be phased with the most critical parts on the project being a storm pond next to the Eastside Phase 1 Park and the proposed driving range pond. We have been informed that the project was deemed eligible but is not being funded.

Eastside Sewage Surge Tanks

Preliminary design report is 50% complete. This project appears to be eligible for an FCM grant.

FINANCE AND ADMINISTRATION

- Regular daily duties related to finance
- Fill in for Tax Clerk position
- 2019 Interim Budget
- IT System Analyst position has been filled



COUNCIL IMPORTANT MEETINGS AND EVENTS

Date	Meeting / Event	Where / Information
December 10, 2018	Council Meeting	Town Hall Council Chambers 7:00 p.m.
January 7, 2019	Council Meeting	Town Hall Council Chambers 7:00 p.m.